



AGENDA
CITY OF ORMOND BEACH, FLORIDA
CITY COMMISSION WORKSHOP
July 23, 2024
5:30 PM

Mayor Bill Partington

Zone 1 - Commissioner Lori Tolland

Zone 3 - Commissioner Susan Persis

Zone 2 - Commissioner Travis Sargent

Zone 4 - Commissioner Harold Briley

COMMISSION CONFERENCE ROOM
22 South Beach Street, Ormond Beach, FL 32174
Phone: 386-677-0311 Web: www.ormondbeach.org

1. CALL TO ORDER

2. DISCUSSIONS

A. Operating Budget

Staff Contact:

Kelly McGuire, Finance Director, (386) 676-3226

3. ADJOURNMENT

Website Address – www.ormondbeach.org

NOTICE – Pursuant to Section 286.0105 of the Florida Statutes, if any person decides to appeal any decision made by the City Commission with respect to any matter considered at this public meeting, such person will need a record of the proceedings and for such purpose, such person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance.
Phone: 386-677-0311



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.

In accordance with the Americans with Disabilities Act (ADA), persons with a disability, such as a vision, hearing or speech impairment, or persons needing other types of assistance, and who wish to attend City Commission meetings or any other board or committee meeting may contact the City Clerk's Office in writing, or may call 386-677-0311 for information regarding available aids and services.



City of Ormond Beach

AGENDA ITEM

July 23, 2024 - City Commission

Number: 2.A

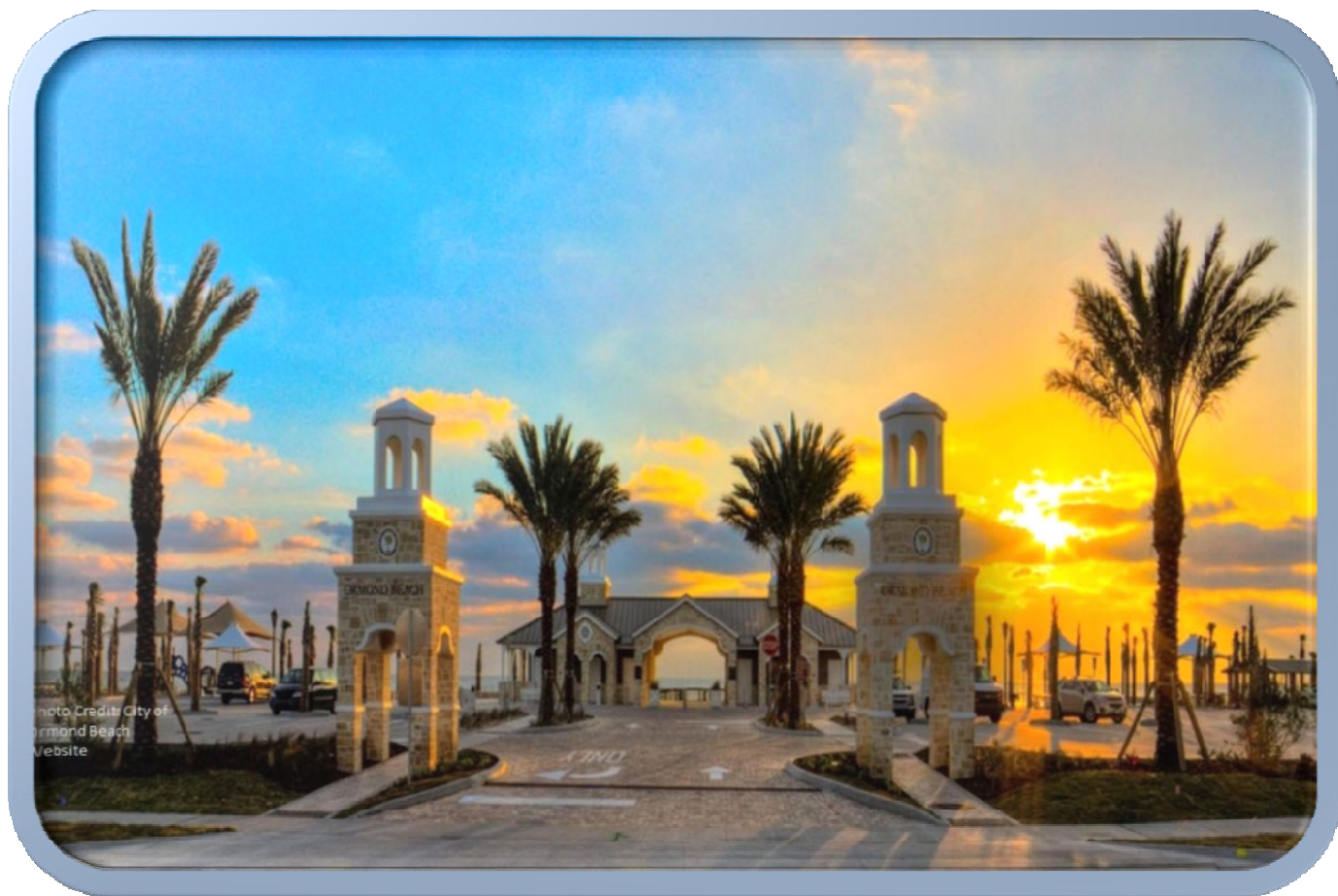
Section:	DISCUSSIONS		
Item Category:	City Commission Workshop	Res./Ord. No:	
Strategic Goal:	Governance - Other		
Department:	Finance		
Subject:	Operating Budget		
Summary:	Discussion of the Fiscal Year 2024-2025 proposed budget and tax rate.		
Financial Impact:	The proposed budget and tax rate will provide funding for FY 2024-2025.		
Citizen Impact:	The proposed budget and tax rate will provide the necessary funding for service delivery in FY 2024-2025.		
Recommended Action (Staff, Advisory Board and/or Other):	Staff is requesting direction on the tentative millage rate for FY 2024-2025.		
Staff Contact:	Kelly McGuire, Finance Director, (386) 676-3226		
Attachments:	1. Proposed Budget FY 2024-25		
Approval:	Kelly McGuire, Finance Director 7/15/2024 Shawn Finley, Assistant City Manager 7/16/2024 Joyce Shanahan, City Manager 7/18/2024		



P R O P O S E D B U D G E T



CITY OF ORMOND BEACH BUDGET
FY 2024-25
OCTOBER 1, 2024 – SEPTEMBER 30, 2025



CITY COMMISSION

BILL PARTINGTON, MAYOR

LORI TOLLAND, ZONE ONE

TRAVIS SARGENT, ZONE TWO COMMISSIONER

SUSAN PERSIS, ZONE THREE COMMISSIONER

HAROLD BRILEY, DEPUTY MAYOR & ZONE FOUR COMMISSIONER

Joyce A. Shanahan
Shawn Finley
Kelly A. McGuire
Christopher D. Byle

City Manager
Asst. City Manager
Finance Director
Asst. Finance Director

TABLE OF CONTENTS

Introduction	4
Financial Policies.....	31
Overview	49
General Fund Revenues, Expenditures, Staffing, Goals, Accomplishments, and Performance Measures.....	63
Other Funds Revenues, Expenditures, Staffing, Goals, Accomplishments, and Performance Measures.....	185
Enterprise Fund Revenues, Expenditures, Staffing, Goals, Accomplishments, and Performance Measures.....	211
Capital Improvement Program	253
Appendix.....	259

INTRODUCTION

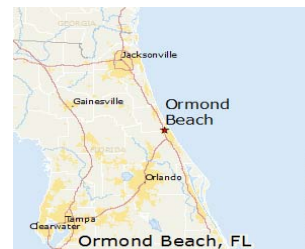
TABLE OF CONTENTS

Community Overview.....	5
Statement of Vision	6
Organizational Chart	8
Budget Transmittal Letter	9
Strategic Goal Setting and Financial Planning Process	13

COMMUNITY OVERVIEW

CITY OF ORMOND BEACH

The city that is now Ormond Beach, which is located on the northeast coast of Florida, dates from the period immediately following the Civil War. J. Andrew Bostrom, a former Union soldier originally born in Sweden, settled land on the peninsula. Concentrated settlement on the mainland began in 1873 with the establishment of New Britain, founded by a small community of New Englanders intent on making their living from citrus cultivation. In 1875, New Britain was subdivided into blocks and lots, with the original plat containing eleven (11) streets. Of the eleven (11) streets, seven (7) retain their original names, with four (4) located in present downtown Ormond Beach.



By 1880, New Britain had grown enough to warrant incorporation. During the elections for incorporation, the town name was changed to Ormond, in honor of James Ormond III, descendant of an early British colonist from the 1770's. The town was legally incorporated on April 22, 1880 and adopted the banana tree as the town emblem.

The development of Ormond Beach accelerated during the 1880's when John Anderson, Joseph Price, Stephen Van Cullen White and other pioneers saw that the small wilderness community was linked by rail with the eastern United States. Their entrepreneurial spirit led to the construction of a bridge spanning the Halifax River (Atlantic Intra-coastal Waterway) from the mainland to the peninsula and the Ormond Hotel, a building that helped define the social and economic character of the community. During the late nineteenth and early twentieth centuries, Ormond became one of Florida's most recognized resort communities and the location of some of the first automobile races in the United States. Consequently, Ormond Beach became and is still known today as the "Birthplace of Speed". Ironically, following World War I, as the automobile became increasingly available to middle America, the character of Florida tourism changed, and Ormond declined in importance as a winter resort and tourist mecca, becoming a more traditional residential community.

In 1959, the City was granted 1,164 acres of land from the Federal government that was developed into a municipal airport that consists of two (2) active runways and six (6) taxiways. In addition, the City purchased 176 acres from the Federal government in 1959; a site that has since been developed into a successful commerce center. Since 1970, the city's population increased from approximately 14,000, to the present population of approximately 38,000, which has resulted from a combination of real growth and annexations. During the 1990's, residential development and the City's commercial and retail center expanded westward beyond Interstate 95 as the size of the City grew to approximately 29 square miles.

The median age of the City's residents is 48.7. Approximately 42% of households include someone over the age of 65. Median income is \$62,243 with 32% of citizens having achieved a higher education (Bachelor or Master degree).

City of Ormond Beach Mission Statement



To ensure Ormond Beach is one of the most attractive, stimulating and innovative communities in Florida, while protecting our rich history and maintaining our unique charm. Boasting an environment where our children can thrive, with a prosperously diverse and balanced economy. All the while, delivering exceptionally responsive service to our citizens and cultivating the highest quality of life.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Ormond Beach
Florida**

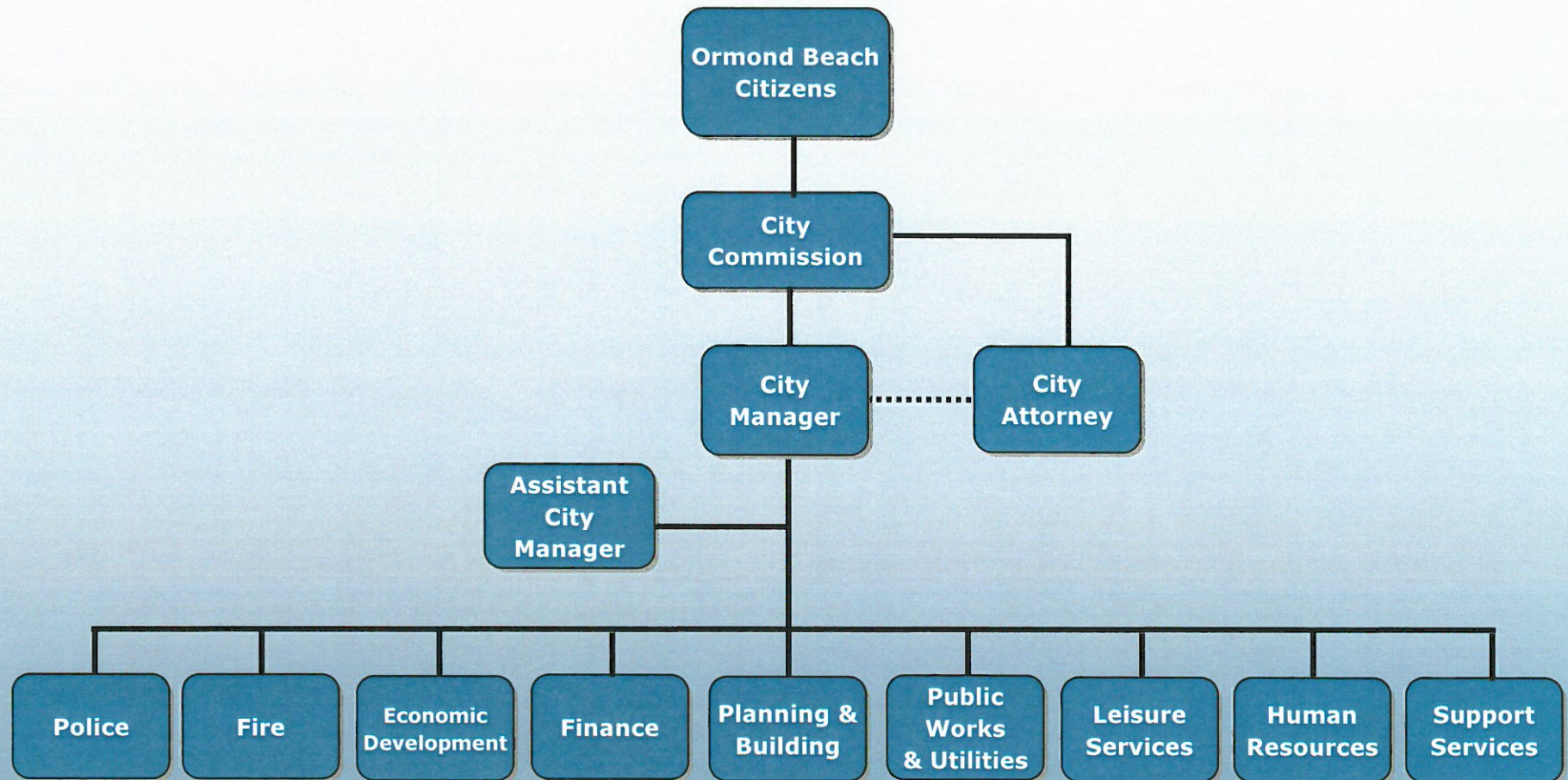
For the Fiscal Year Beginning

October 01, 2023

Christopher P. Morill

Executive Director

City of Ormond Beach Organizational Chart



This is to certify that this is the official organizational chart of the City of Ormond Beach referred to in Article II, Chapter 2, of the City of Ormond Beach, Florida, *Code of Ordinances*, adopted by Resolution No. 2016-154 on November 1, 2016.




Ed Kelley, Mayor


J. Scott McKee, City Clerk



July 5, 2024



Honorable Mayor and Members of the City Commission:

In accordance with the Charter, it is my pleasure to present the proposed budget for the Fiscal Year beginning on October 1, 2024, and ending September 30, 2025. The FY 2024-2025 total Proposed Budget for all funds is \$130.8M and is \$10.7M more than the adopted budget of FY 2023-2024 of \$120.1M.

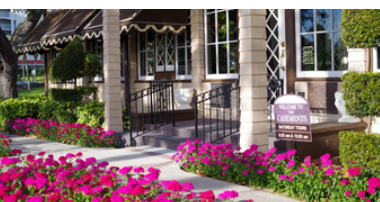
The annual budget serves as the essential financial guide for the City and continues the City Commission's long legacy of careful fiscal stewardship while being mindful of the needs of our residents and business community. The budget preparation is driven by the goals collectively determined by the City Commission at the Strategic Goal Planning session in early 2023, along with the Commission's continued commitment to providing the highest quality services to citizens within the framework of fiscal responsibility.

Total City Budget – All Funds (all dollars in millions)				
	FY 2025	FY 2024	\$ Change	% Change
Revenues	\$130.78	\$120.11	\$10.67	8.87%
Expenditures	\$130.78	\$120.11	\$10.67	8.87%
10/1 Beginning Fund Balance	\$20.20	\$28.00	(\$7.80)	(27.85%)
9/30 Ending Fund Balance	\$13.90	\$20.20	(\$6.30)	(31.18%)

To achieve the Commission's goals and objectives, the FY 2024-2025 proposed budget includes \$130,781,102 in personnel, operating, and capital expenditures and is funded with a tax rate of 3.9260 mills.

As directed by the City Commission, the proposed budget provides funding to begin implementation of the City's top strategic priorities:

- Continued emphasis on Public Safety, including the design of a new Police Department and Emergency Operations Center, as well as funding of nine Police vehicles.
- Upgrade of the City's Data Center Infrastructure to enhance communications.





- Construct a reuse reservoir to store reclaimed water and divert the flow from surface water discharge.

In Fiscal Year 2021-2022, the Commission approved a dedicated millage exclusively for Public Safety vehicles and equipment funding to provide the replacement of nine police vehicles and the purchase of two fire pumpers. In the same year, the Police Department Access Control system was upgraded, commercial gear dryers were purchased for the Fire Department, and the emergency traffic preemption system was upgraded. Since that time, nine additional police vehicles have been replaced annually. A fire brush truck was also purchased, a wholesale tactical equipment replacement was performed, and a Quint Apparatus was ordered. A Police Lieutenant, Public Safety Information Officer and Fire Inspector were added as well.

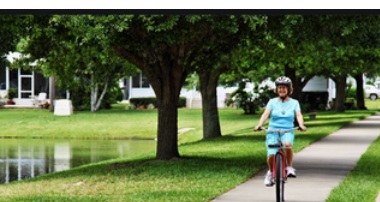
The FY 2024-2025 budget proposes to continue the City's commitment to providing necessary Public Safety resources. The proposed budget maintains the dedicated millage for public safety vehicles and equipment to maintain the ability to replace nine new Police Vehicles. The proposed budget also provides for the replacement of brush gear and the continued funding of an enhanced fire hydrant inspection program.

The budget not only continues the City's commitment to Public Safety but also incorporates critical additions in other areas, such as Leisure Services, Public Works, and Information Technology. The dedicated millage for Leisure Services will fund the Ormond Beach Sports Complex Softball Field reconstruction. The dedicated millage for Facilities Renewal and Replacement will allow for the purchase of playground equipment at Fire Station 91 and the reconstruction of the Sanchez fishing pier. The budget provides for the annual lease payments to fund the new telephone communication systems to replace our 1980s system that failed during hurricanes Ian and Nicole, as well as redesign of the City's data center infrastructure to enhance cyber security and secure communications between departments and citizens.

General Fund

The General Fund revenues budget for FY 2024-2025 totals \$48,079,346. This is an increase of \$4,617,506 or 10.62% compared to the current Fiscal Year budget. Revenue from franchise fees and utility taxes on electric service are expected to increase slightly in FY 2024-2025. The most significant revenue source in the General Fund budget is ad valorem taxes, which total \$17,580,057.

Ormond Beach's property values established by the property appraiser increased by 8.78%. It is important to note that homesteaded residential property values are capped at 3% or the CPI index, whichever is less, and non-residential property is capped at 10%. The operating millage rate will generate \$20,917,873, of which \$3,537,817 is dedicated to specific capital funds for the necessary replacement of public safety vehicles and equipment, parks and recreation improvements, technology, transportation, and facilities maintenance.





Fund Balance

Ormond Beach remains financially strong with the projected fund balances; we remain consistent with the auditor's prior evaluation of our financial position, including General Fund reserves, which are projected at 11.3% at the conclusion of FY 2024-2025. Consistent with the City Commission's policy, the General Fund reserves will not be used to fund any ongoing expenses.

Strategic Plan

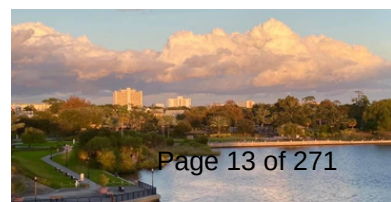
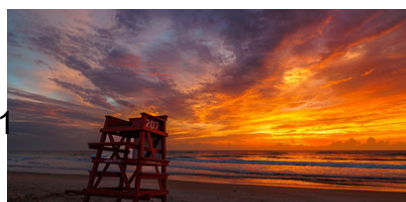
This budget follows the Commission's direction by focusing on goals identified in the City's 2023 Strategic Plan.

Water Quality and the Environment:

- **Goal:** To maintain the city's environmental stewardship by reducing the negative impacts of pollutants on waterbodies, such as the Halifax and Tomoka Rivers and their tributaries, which decrease the quality of life of Ormond Beach residents.
- **Priority Objective:** Expand Reclaimed Water System and Reuse Pond
- **Implementation:** This proposed budget includes funding for a reuse reservoir with ground storage and pumping facilities. This project will provide for wet weather storage of produced reclaimed water, diverting this flow from surface water discharge. It will also allow the system to draw from this reservoir during periods of high demand, thereby buffering usage during the growing season, when periods of rain and drought change frequently.
- **State Appropriation:** Legislative funding has been approved to provide \$1.2 million toward this project. The City is seeking an additional \$1.67 million from the St. John's River Water Management District.

Governance:

- **Goal:** To build and maintain strong governance practices internally and externally through continued civic engagement efforts with residents, effective management and operational policies, and strategic partnerships with other governments and agencies to support the city's directions.
- **Priority Objective:** Upgrade the City's Data Center Infrastructure
- **Implementation:** The proposed budget includes \$800,000 for upgrades to the City's Data Center infrastructure to ensure the system's reliability and enhance security measures.





Public Safety:

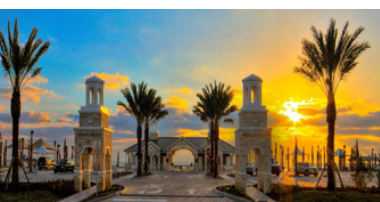
- **Goal:** To provide a safe and secure city that maintains a sense of security and responsiveness for all residents by protecting and servicing our community through the provision of effective, efficient, and responsible emergency services.
- **Priority Objective:** New Police Department and EOC
- **Implementation:** This proposed budget contains funding for engaging the services of an architect/planning consultant experienced in the design and planning of public safety facilities to prepare design options for the replacement/relocation of the current Police Station, a dedicated Emergency Operations Center (EOC) and a fire station that will serve as a replacement for Volusia County Fire Station 13 upon its decommission.

This budget serves the citizens of the community well by providing the funds necessary to maintain and improve infrastructure, ensure qualified and responsive fire and police protection, and offer amenities that define our community through committed, dedicated, and exceptional employees who remain steadfast in our goal to provide the highest-quality service.

Respectfully Submitted,

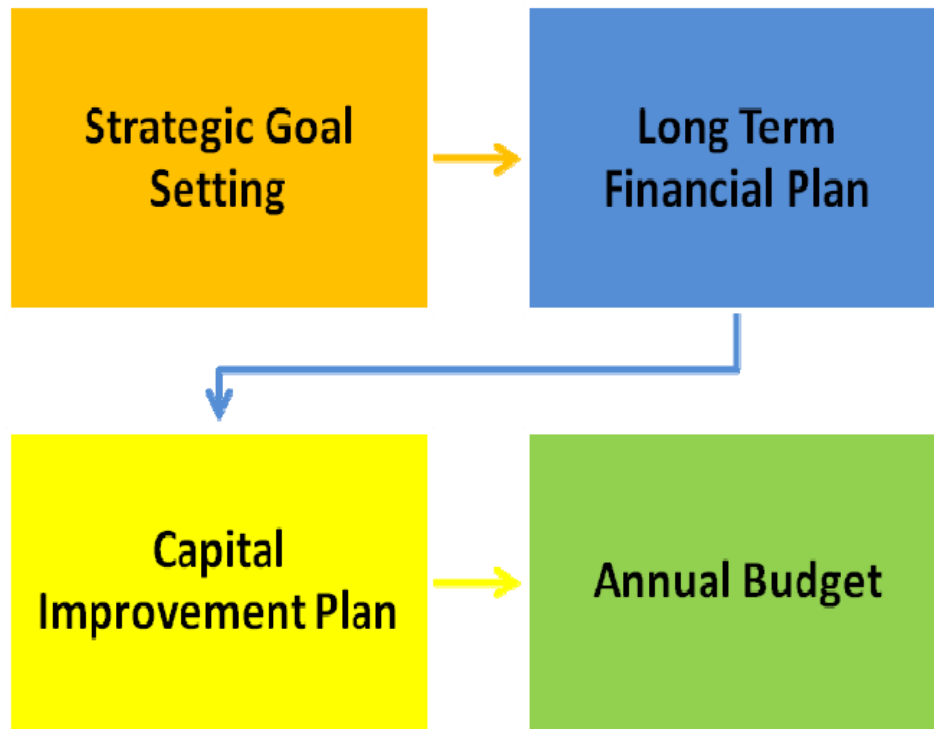
A handwritten signature in blue ink, appearing to read "Joyce Shanahan".

Joyce Shanahan
City Manager



Strategic Goal Setting & Financial Planning Process

Long-term Financial Planning is based on the strategic goals set forth by the City Commission and is used to inform the Capital Improvement Plan process and the annual budget preparation process.



In 2018, the City of Ormond Beach conducted an extensive citizen engagement process, The OB Life, to fully engage the community to help determine the kind of city Ormond Beach would be in the future. A series of six community forums were held addressing community development; transportation and livable communities; environment and water quality; public safety; leisure and culture; and economic development. Nearly 700 people attended the meetings where they heard presentations from 17 speakers, participated in small group discussions, and posed more than 600 questions which are all answered by city staff and posted on the city's website.

This comprehensive process of gathering citizen input first so it can be used to guide the discussions of the Mayor and City Commissioners during their strategic planning workshop has continued to be used. The last strategic planning was held in 2023 and resulted in the following prioritization of issues and priorities



CITY OF ORMOND BEACH

STRATEGIC PLAN UPDATE

2023



MISSION STATEMENT

To ensure Ormond Beach is one of the most attractive, stimulating and innovative communities in Florida, while protecting our rich history and maintaining our unique charm. Boasting an environment where our children can thrive, with a prosperously diverse and balanced economy, within a fiscally strong community. All the while, delivering exceptionally responsive service to our citizens and cultivating the highest quality of life.

CITY COMMISSION

Mayor
Bill Partington

Deputy Mayor & Zone 4
Commissioner Harold Briley

Zone 1 Commissioner
Lori Tolland

Zone 2 Commissioner
Travis Sargent

Zone 3 Commissioner
Susan Persis

STRATEGIC PLANNING PROCESS

In a remarkable expansion of our citizen engagement process, Ormond Beach launched the OB Life project in 2018, which included six community meetings to address community issues such as development, transportation, environment, public safety, leisure services, and economic development. The input gathered from community members became a valuable resource for the strategic planning workshop, attended by the Mayor, City Commissioners, City Manager, City Attorney, and senior staff in February 2019.

During the workshop, Commissioners identified overall strategic issues and specific objectives for the city to accomplish in the next few years and published this to residents as the Strategic Plan. The City continues to utilize the OB life platform as a way to engage citizens when important issues arise and publishes annual progress updates.

In January of 2023, the City Commission met to reaffirm their commitment to the goals set for the City Ormond Beach and refine their priority objectives for implementation. They set new strategic objectives to support these goals and will use these throughout the budgeting process to ensure timely accomplishment.

MAYOR'S MESSAGE

BILL PARTINGTON

As Mayor of Ormond Beach, I cannot stress enough how essential it is for us to listen to our residents and incorporate their valuable feedback in all of our decisions. The OB Life project and its series of community forums were a fantastic way for us to engage with our residents and learn about their vision for our city's future. It's not just limited to that - we value every single email, survey, and suggestion that we receive from our residents because it's these insights that help us understand what truly matters to all of us.



2023 IDENTIFIED STRATEGIC ISSUES

- ① **TRANSPORTATION & COMMUNITY DEVELOPMENT**
- ② **ECONOMIC DEVELOPMENT**
- ③ **GOVERNANCE**
- ④ **PUBLIC SAFETY**
- ⑤ **QUALITY OF LIFE**
- ⑥ **WATER QUALITY & THE ENVIRONMENT**



TOP PRIORITIES

- 🕒 Expand reclaimed water system and reuse pond out West (8 votes)
- 🕒 Upgrade City Commission chambers technology (7 votes)
- 🕒 New Police Department and EOC West of town (7 votes)
- 🕒 Reuse or repurpose the Riverbend property (5 votes)
- 🕒 Determine the best redevelopment option for church property and enhance temporary use and signage (5 votes)
- 🕒 Historical museum (centralized in one building) and provide a 50-year lease (5 votes)
- 🕒 Continue septic to sewer conversion starting within the city limits to decrease effluent to the Halifax River (4 votes)



All top priorities appear under their appropriate categories as well.

TRANSPORTATION & COMMUNITY DEVELOPMENT

GOAL STATEMENT

- 👁 Determine the best redevelopment option for church property and enhance temporary use and signage (5 votes)
- 👁 Update airport operations, including noise abatement (3 votes)
- 👁 Encourage ER/medical presence on the beachside (3 votes)
- 👁 Build park/community center west of I-95 (2 votes)
- 👁 US-1 and I-95 Interchange construction (2 votes)
- 👁 Look at Vision Zero FDOT pledge (ped/car safety) (2 votes)

To ensure the charm and rich history of our community is well-maintained through orderly development and redevelopment utilizing existing infra-structure, including utility service areas outside the City's municipal boundaries.



ECONOMIC DEVELOPMENT

GOAL STATEMENT

- Reuse or repurpose Riverbend property (5 votes)
- Continue attracting and retaining high-wage jobs and the development of Ormond Crossings (3 votes)

To ensure the economic health and vitality of the City of Ormond Beach by providing an environment allowing businesses to thrive through retention, expansion, and attraction.



GOVERNANCE

- Upgrade City Commission chambers technology (online listening for meetings, microphones, monitors, podium, electronic voting/commission request to speak) (7 votes)
- Electronic information sign for upcoming events (2 votes)
- Website redesign (2 votes)

GOAL STATEMENT

To build and maintain strong governance practices internally and externally through continued civic engagement efforts with residents, effective management and operational policies, and strategic partnerships with other governments and agencies to support the city's directions.



PUBLIC SAFETY

- New Police Department and EOC West of town (7 votes)
- Convert city parking lots to LED (3 votes)
- Review and look at the DARE program and other programs (2 votes)
- Develop an aggressive dog ordinance (2 votes)



GOAL STATEMENT

To provide a safe and secure city that maintains a sense of security and responsiveness for all residents by protecting and serving our community through the provision of effective, efficient and responsive emergency services.



QUALITY OF LIFE

GOAL STATEMENT

- 👁️ Historical museum (centralized in one building) and provide a 50-year lease (5 votes)
- 👁️ Complete Doug Thomas Way (3 votes)
- 👁️ Maintain lights downtown and add bridge uplighting (2 votes)
- 👁️ Rehab Chief Tomokie statue (2 votes)
- 👁️ Mental wellness signage and resources on the website/first responder assistance (2 votes)

To ensure Ormond Beach remains the crown jewel of central Florida, by providing for the quality, quantity and variety of passive and active recreation areas and facilities to serve the needs of our community.



WATER QUALITY & THE ENVIRONMENT

- Expand reclaimed water system and reuse pond out West (8 votes)
- Continue septic to sewer conversion starting within the city limits to decrease effluent to the Halifax River (4 votes)
- Enhance commitment to reducing the use of plastic straws/bags/styrofoam (2 votes)



GOAL STATEMENT

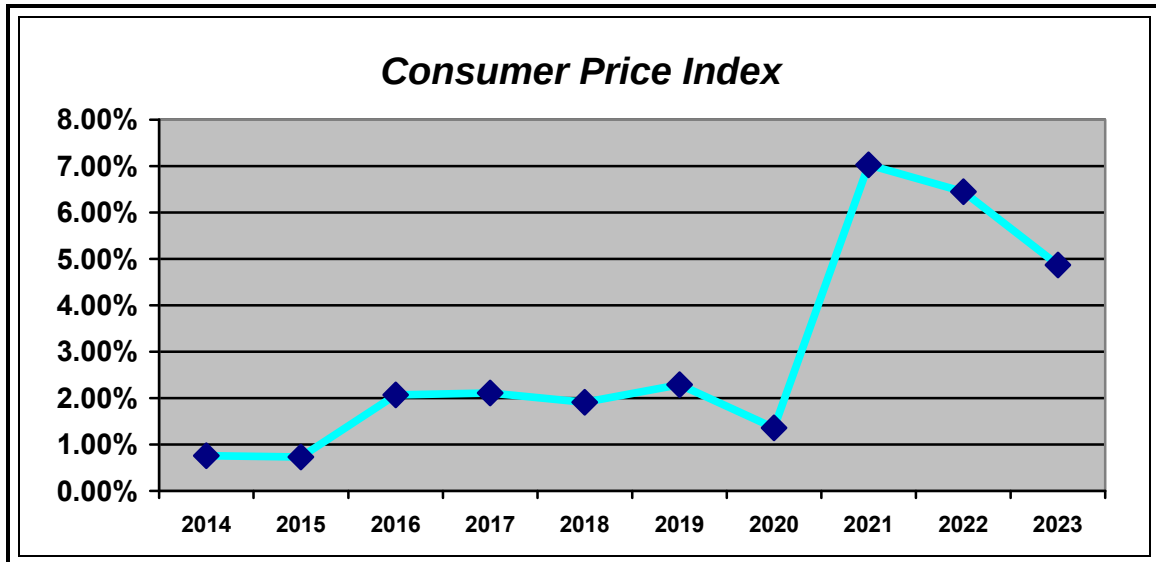
To maintain the City's environmental stewardship by reducing negative impacts of pollutants to waterbodies, such as the Halifax and Tomoka Rivers and their tributaries that decrease the quality of life of Ormond Beach residents



Financial Trends Analysis

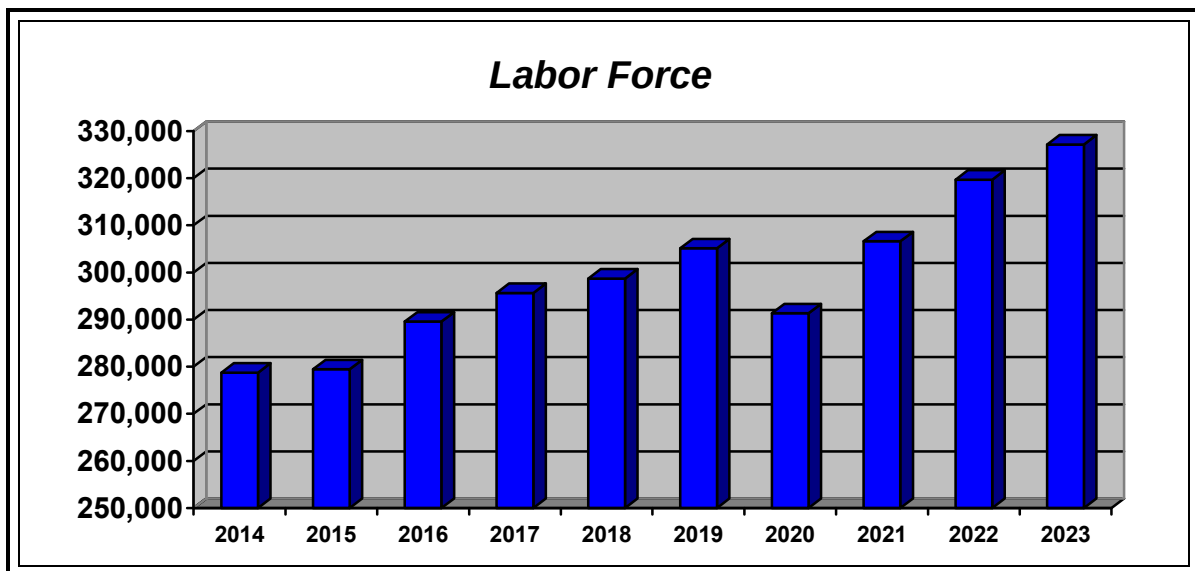
National Economy:

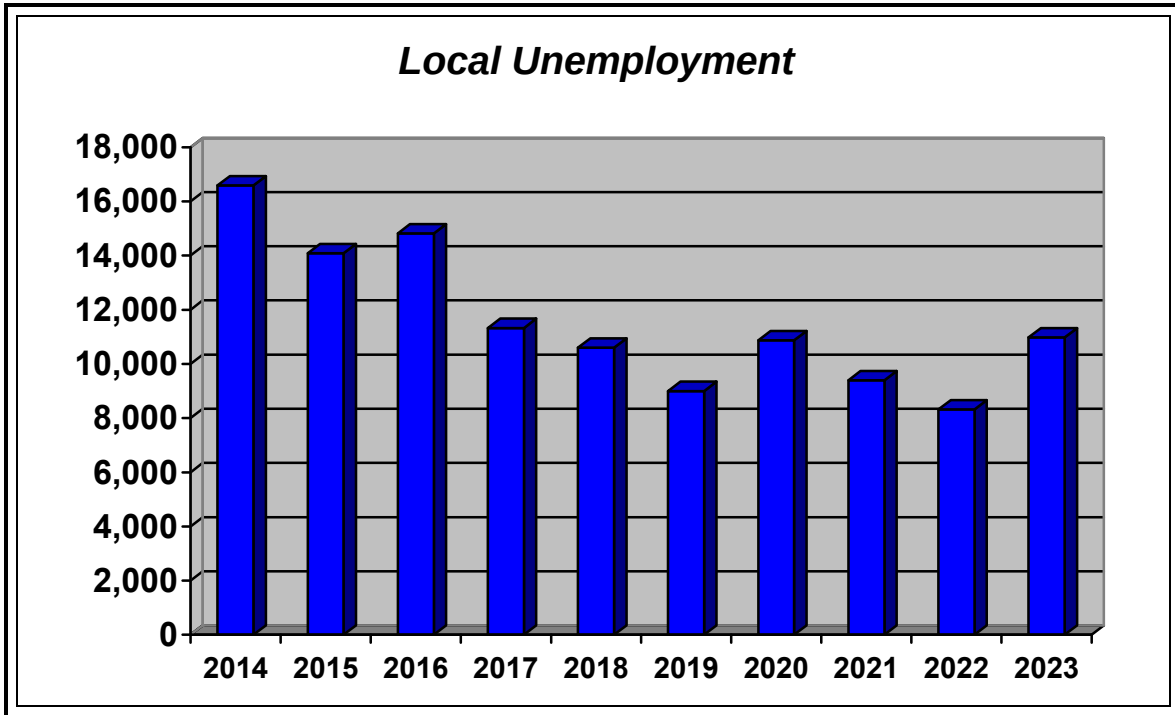
Economic indicators are useful for evaluating the environment within which the City operates. The Consumer Price Index (CPI), a widely used indicator of inflation prepared by the U.S. Bureau of Labor Statistics increased by 4.87% as of the end of calendar year 2023.



Local Economy:

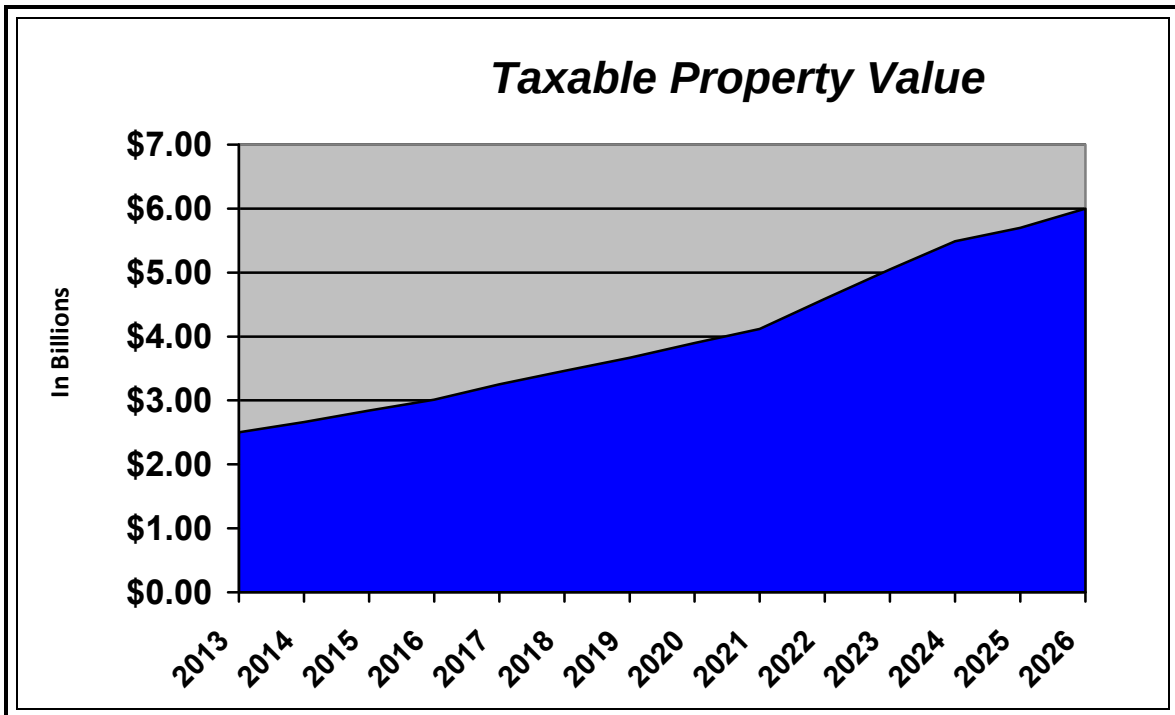
According to the U.S. Bureau of Labor Statistics, unemployment for the Deltona-Daytona Beach-Ormond Beach area has increased 22.9% from 2022 to 2023. As of December 2023, an estimated 10,978 people locally were unemployed.



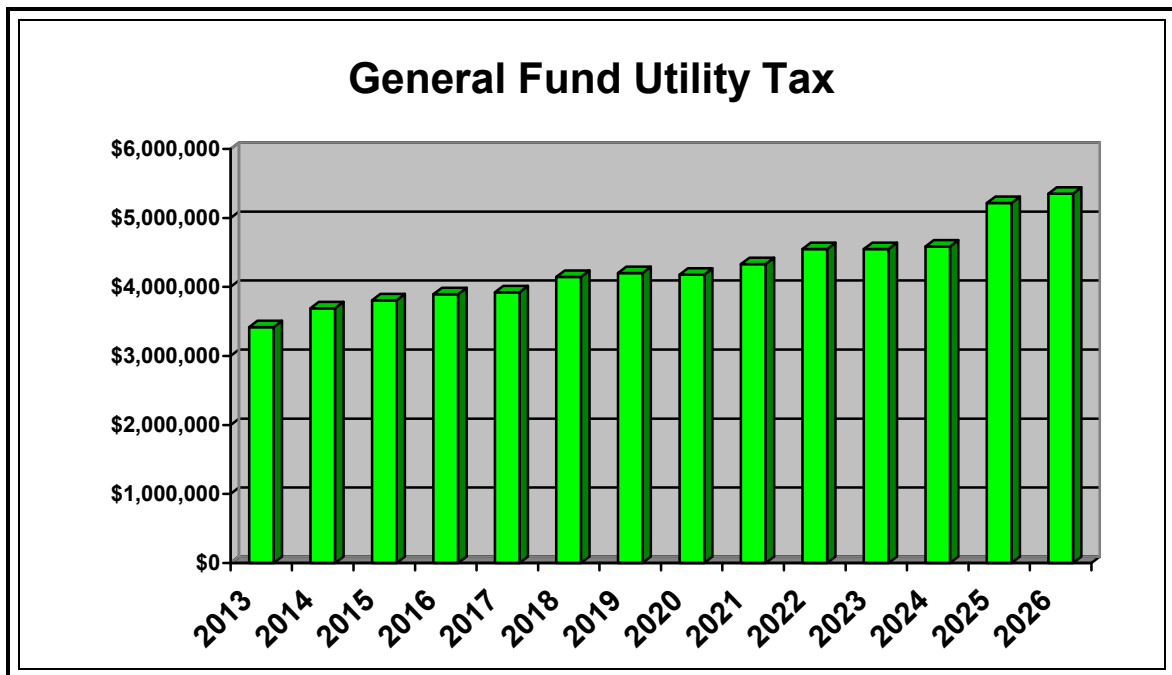
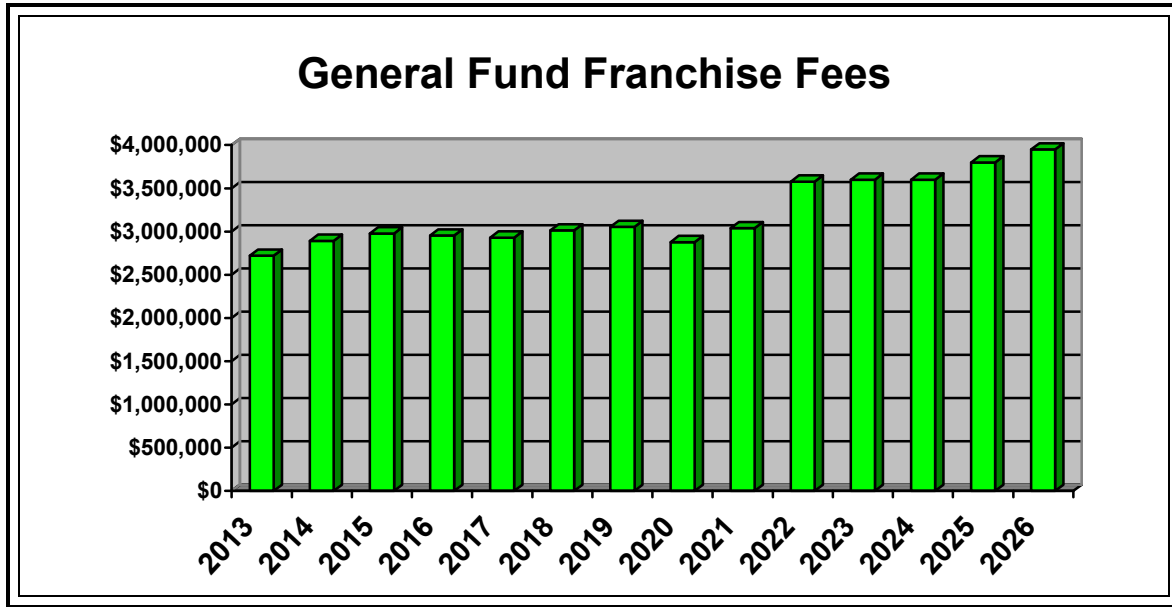


Major Revenue Sources Historical and Projected:

The 2024 taxable value is \$5.49 billion, an increase of \$440 million from 2023. The increase includes \$406 million from existing properties and \$33 million from new construction and annexations.

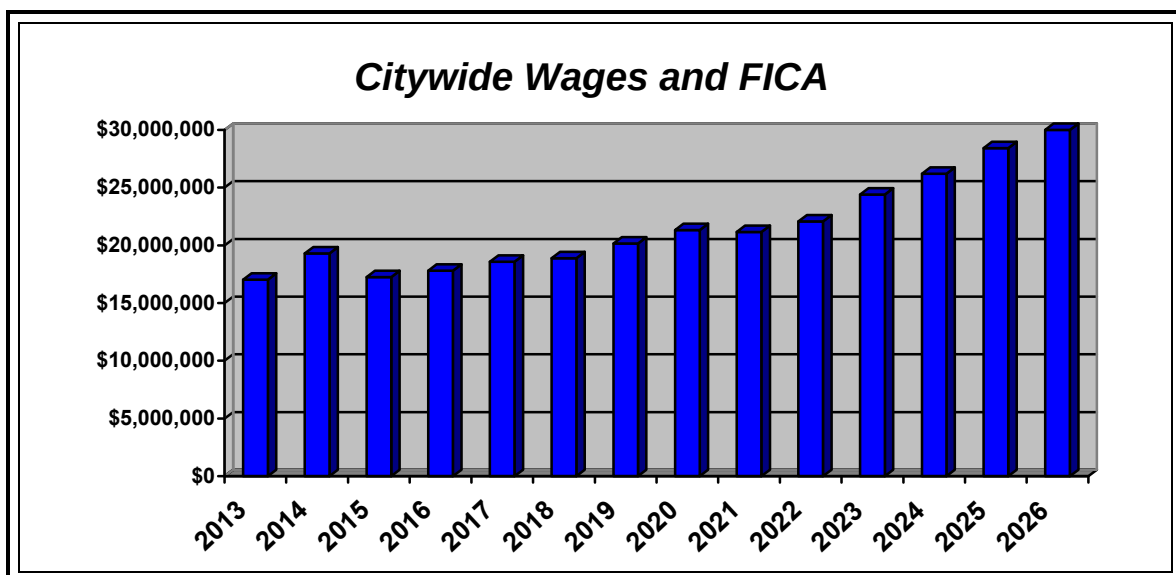
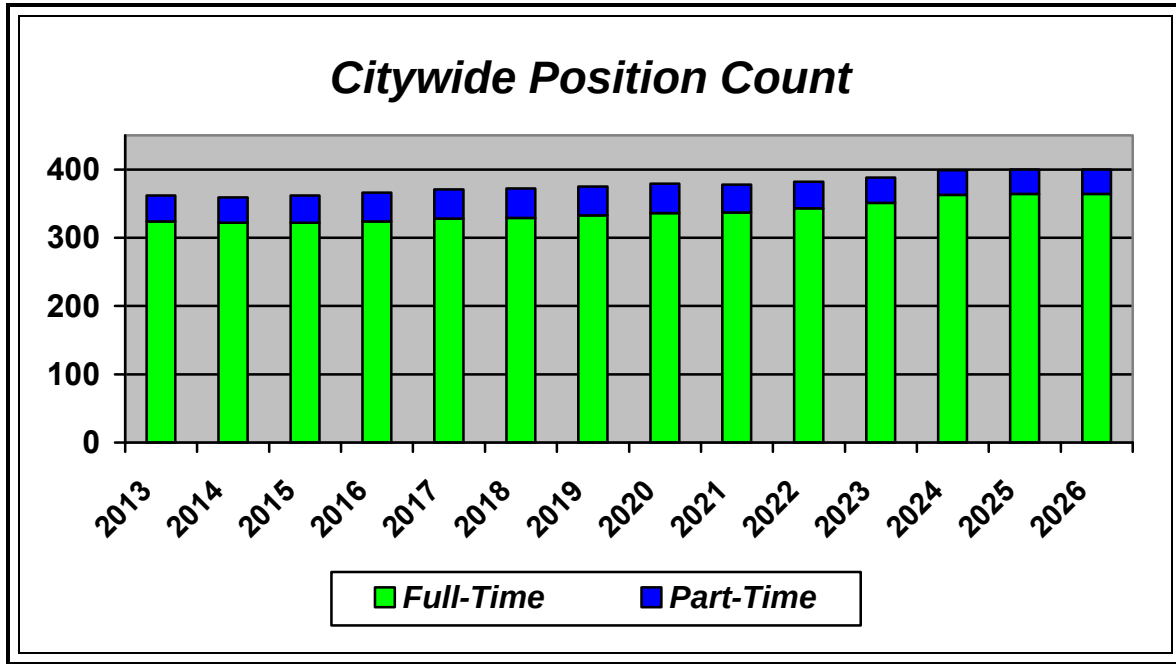


Aside from property taxes, the largest revenue sources consist of franchise fees, utility taxes, intergovernmental revenue and utility user fees are levied to fund the costs of certain activities or services. Franchise fees and utility taxes are generated from a surcharge on electric and natural gas. Intergovernmental revenue consists largely of sales tax passed through to local governments from the State. These revenues are expected to remain relatively stable.

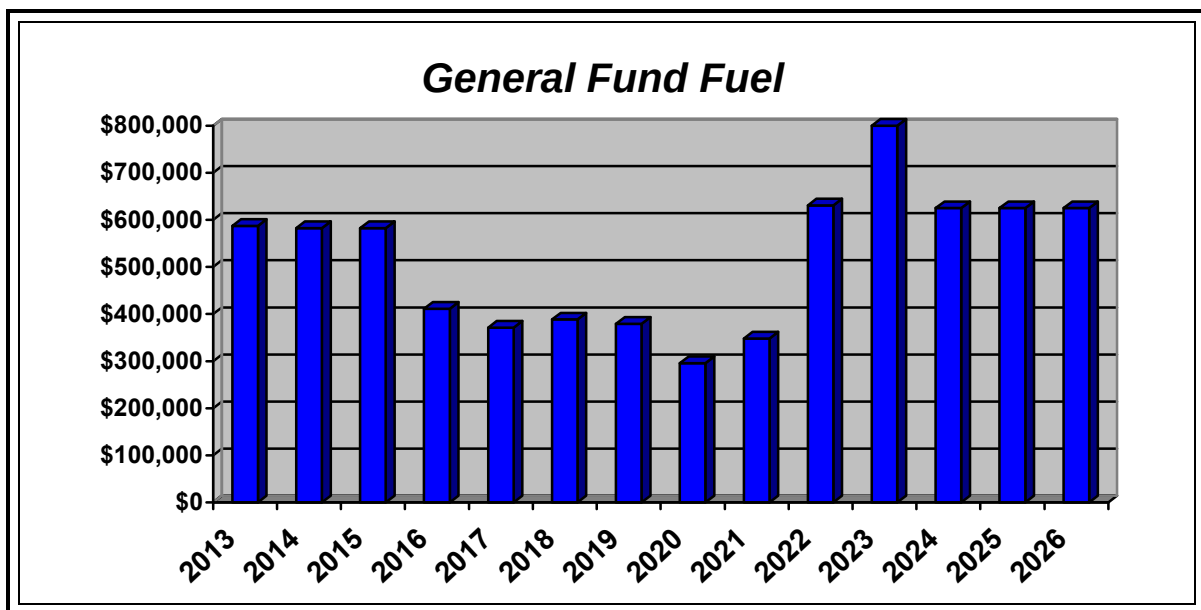
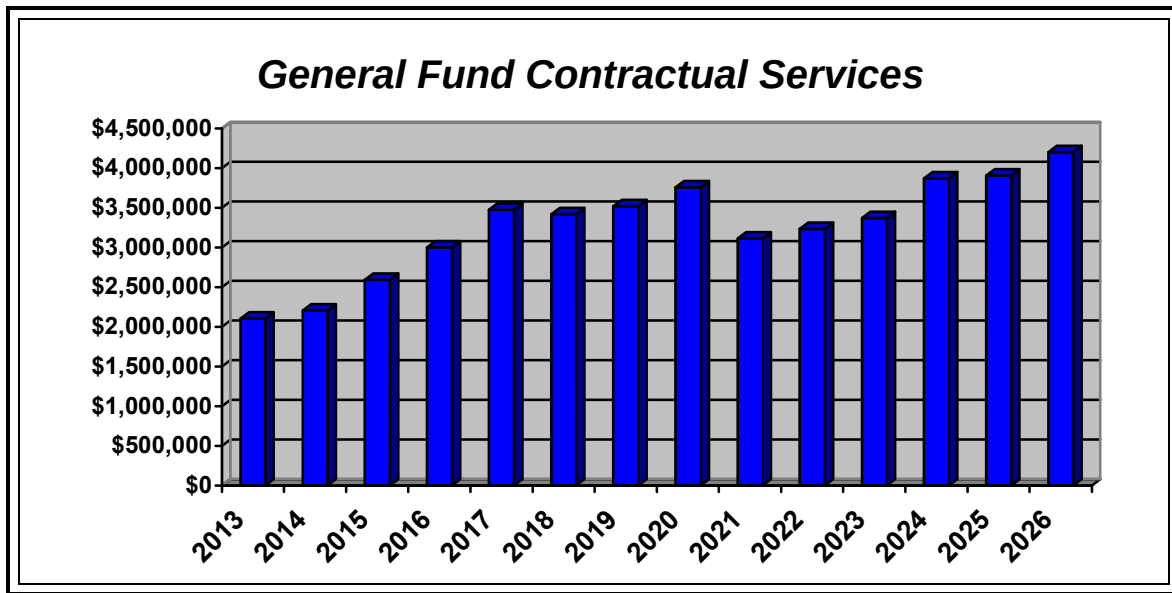


Major Expenditure Categories Historical and Projected:

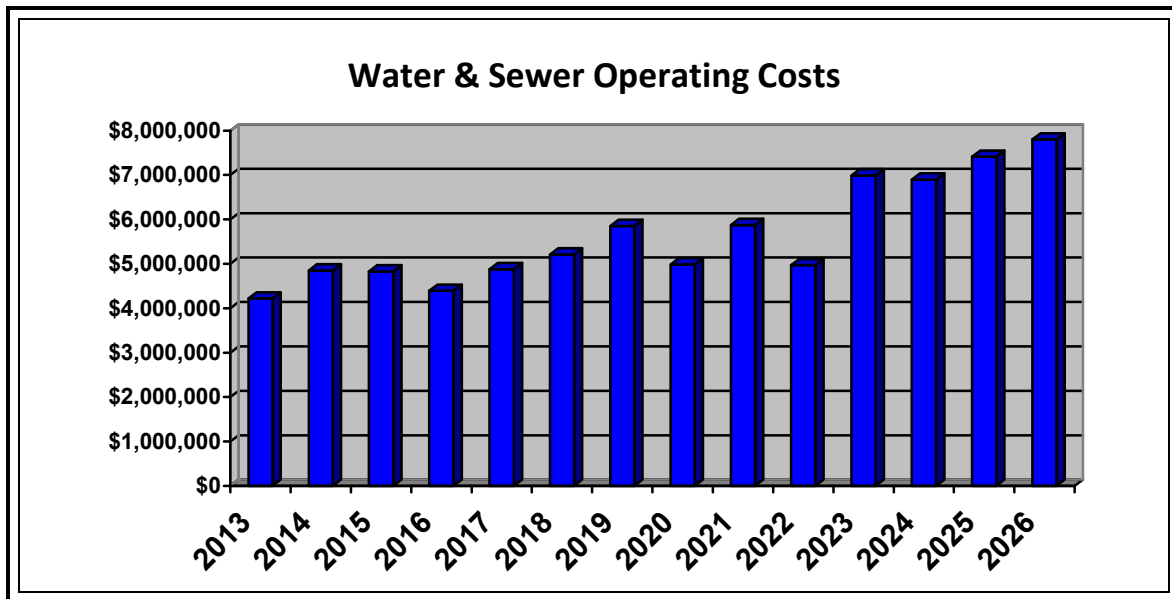
The number of positions has stayed relatively stable over the past ten years while the cost of wages has increased steadily consistent with the Collective Bargaining Agreements of the City's three unions.



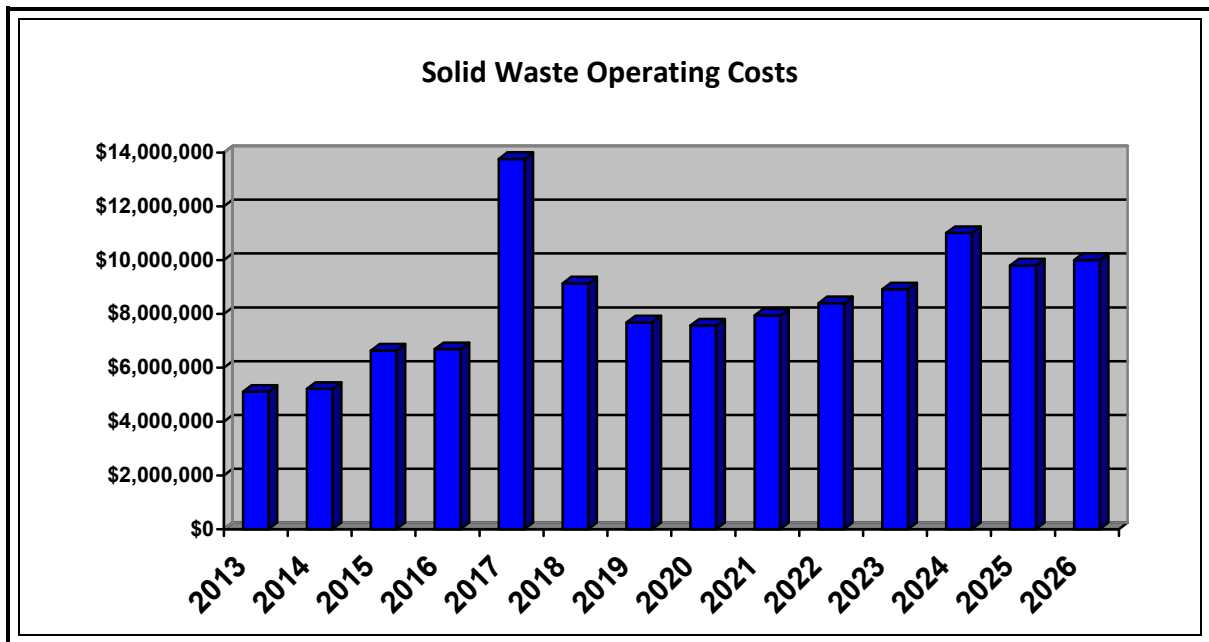
The category of contractual services is largely comprised of expenditures for landscaping medians and maintenance of the City's sports fields. These costs continue to rise. Fuel costs associated with the City vehicles also continue to rise.



Water & Sewer operating costs consist mainly of chemical and electric expenses associated with operations of the two plants. These costs have slowly increased over time consistent with inflation.



Solid Waste operating costs consist mainly of expenses paid to the contractual waste hauler for collection of trash and recycling. The costs increased significantly in 2017 when the City rebid the contract. Costs have steadily increased since that time.



Budget Assumptions

Revenues

1. Conservative revenue estimates are utilized to allow for unanticipated changes in collection levels or economic deterioration.
2. The budget was prepared using an operating millage rate of 3.9260 mills. The total millage, including debt, is 3.9910.
3. The budget includes a 3% increase in Leisure Service fees.

Expenditures

1. As a service provider, employee costs account for a significant portion of the City's budget. The budget has been prepared according to the following assumptions:
 - a. Retirement contributions – Necessary funding for retirement benefits is based upon the most recent annual actuarial evaluation. Total contributions amount to \$5.23 million, an increase of \$767,00.
 - b. A health insurance premium – The budget provides for estimated increases in healthcare cost and includes the continuation of the annual healthcare incentive.
2. Personnel changes include the following:
 - a. The budget includes the addition of one full-time positions: Deputy Building Official.

Cost allocation/Transfers

The City's Engineering Division provides services to capital project funds such as Transportation, Stormwater, General Capital Improvements and Water/Wastewater. The cost allocation plan provides for a direct department charge in lieu of an interfund transfer resulting in more complete financial disclosure. Similarly, the Fleet division provides services for other departments and costs are allocated accordingly.

Budget Advisory Board Recommendation

The Budget Advisory Board will review the budget and provide a recommendation at their next meeting on Tuesday, July 16th.

Capital Improvement Program Workshop

After the completion of strategic goal setting and financial trend analysis, the City develops the capital improvement program and presents it to the City Commission at a workshop. The City's Five-Year Capital Improvements Program represents a substantial effort to identify and schedule capital investments for a multi-year period. Departments submit capital improvement requests to the Finance Director (capital projects with a cost of

\$25,000 or greater). The Finance Director and City Manager meet with departments to discuss their requests. The Leisure Services Advisory Board, Quality of Life Board, Aviation Advisory Board, and Public Works Board also provide recommendations for consideration. The proposed capital improvement plan is reviewed and finalized by the City Commission during a workshop in June. Projects recommended for funding in the next fiscal year are incorporated into the proposed annual budget. The CIP workshop focuses on the following areas:

- Developing a consensus with respect to appropriating the necessary funding for the upcoming budget years.
- Developing a consensus on the level of funding for property tax supported projects included in the following categories: Facilities Renewal and Replacement, General Capital Improvement and Transportation. Also discuss the addition of a dedicated millage for General Vehicle Replacement.
- Projects included in the CIP will be funded based on one or more of the following factors with maintenance or upgrade of existing facilities being the highest priority:
 - Involves necessary or planned maintenance, renovation or construction of an existing facility, equipment or infrastructure.
 - Reflects a prior multi-year commitment previously approved by the City Commission.
 - Enhances the use or appearance of an existing facility or City-maintained public area.
 - Included in a previous Master Plan or conceptual plan previously considered and endorsed or reviewed by the City Commission.

Budget Development and Workshop

Departments submit annual budget requests (personnel and operating) to the Finance Director in April. Department requests are reviewed by the City Manager and Finance Director. Thereafter, the proposed budget is provided to the City Commission for review prior to the budget workshop held in mid-July. This workshop is a culmination of the aforementioned planning workshops. Changes to the proposed budget and tax rate are discussed during this workshop. The tentative tax rate is approved by the City Commission during a regular meeting in July. The final tax rate and budget are approved by the City Commission in September.

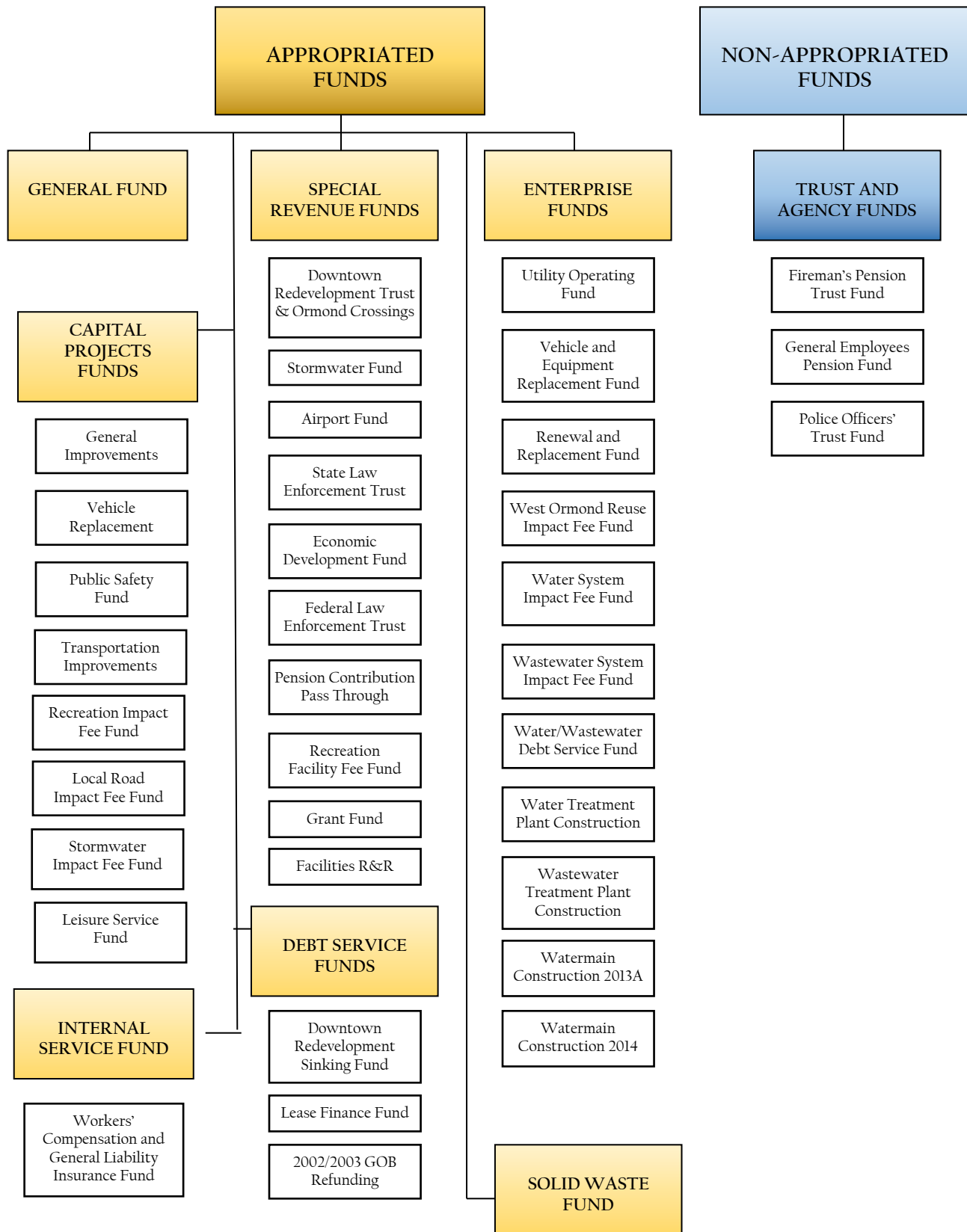
POLICIES
TABLE OF CONTENTS

Budget Calendar	32
Fund Structure.....	33
Discussion of Major Funds	34
Financial Policies.....	38

BUDGET CALENDAR

DATE	ACTIVITY
May 9	Budget Requests due from Depts.
May 17	Capital Improvement Plan submitted to City Commission
June 12	Budget Review with City Manager
July 1	Certification of taxable value submitted to City
July 5	Budget document submitted to City Commission
July 23	Operating Budget Workshop
July 23	Approval of tentative millage levy at regular City Commission meeting (7:00 at City Commission Chambers)
September 4	First Public Hearing to adopt proposed millage rates and budget
September 18	Second and Final Public Hearing to adopt Final millage rates and budget.

FUND STRUCTURE



MAJOR FUNDS

GOVERNMENTAL FUND TYPES

1. **General Fund** - The General Fund is the general operating fund of the City. It is used to account for all financial resources, except those required to be accounted for in another fund.
2. **Special Revenue Funds** - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.
 - **Downtown Redevelopment Trust and Ormond Crossings Funds** - Used to account for tax increment proceeds received by the City within a specific district authorized by state statute.
 - **Stormwater Drainage Utility Fund** - The fund's purpose is to provide maintenance to the City's existing stormwater drainage system. Revenues are provided from user charges assessed to utility customers.
 - **Municipal Airport Fund** - The fund accounts for the financial activities of the Ormond Beach Airport. The airport was deeded to the City in 1959. The agreement restricts the use of the land and revenues derived from aviation related purposes. The airport is funded through rentals and lease revenues, grant revenues and transfers from the General Fund.
 - **Local Law Enforcement Trust Fund** - Used to account for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.
 - **Economic Development Fund** - This fund accounts for the City's proceeds of land sales and development costs associated with the City's airport business park.
 - **Federal Law Enforcement Trust Fund** - Used to account for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.
 - **Pension Contribution Pass Through** - Used to account for State contributions to the Police and Fire pension funds.
 - **Recreational Facility Use Fee Fund** - This fund accounts for impact fees assessed against users of recreation and cultural facilities within the City. Use of these funds is limited to expansion of those facilities.
 - **Grant Funds** - This fund accounts for proceeds of federal and state financial assistance and related capital expenditures.
 - **Facilities Renewal and Replacement** - This fund accounts for dedicated tax revenue used to maintain City facilities.
3. **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.

- **Financing Debt Service Fund** - This fund records principal and interest payments on various capital lease and notes payable obligations. Revenue sources include interest on investments and transfers from the General Fund.
 - **2002 General Obligation Debt Service Fund** - This fund records principal and interest payments on Series 2002 General Obligation Bonds. Revenues include ad valorem property taxes and interest on investments.
 - **2003 General Obligation Debt Service Fund** - This fund records principal and interest payments on Series 2003 General Obligation Bonds. The proceeds of this debt issue were utilized to construction Fire Station #92. Revenues include ad valorem property taxes and interest on investments.
 - **2004 Revenue Bonds** - This fund records principal and interest payments on Series 2004 Revenue Bonds. The proceeds of this bond issue were used to construct Fire Station #91.
 - **2010 General Obligation Debt Service Fund** - This fund records principal and interest payments on Series 2010 General Obligation Bonds. The proceeds of this debt issue were utilized to construction a beachfront park
4. **Capital Projects Funds** - Capital Projects Funds are used to account for financial resources to be used for equipment replacement or the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).
- **Capital Improvement Fund** - This fund is used to account for capital assets acquisitions and construction from general government resources and intergovernmental grants.
 - **Equipment Renewal and Replacement Fund** - This fund accounts for replacement of existing capital assets provided by general government resources.
 - **Public Safety Vehicle & Equipment Fund** - This fund accounts for replacement of vehicles and equipment for public safety provided by general government resources.
 - **Transportation Improvements Fund** - This fund is used to account for transportation related capital infrastructure acquisition and construction from general government resources.
 - **Recreation Facilities Impact Fee Fund** - This fund accounts for impact fees assessed and collected against new construction activities. Use of funds is restricted for expansion of existing recreational facilities or construction of new recreational facilities.
 - **Local Roads Impact Fee Fund** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion of existing local roadway links or construction of new local roadways.
 - **Stormwater Drainage Impact Fee Fund** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion of existing stormwater management facilities or construction of new stormwater management facilities.
 - **Leisure Service Fund** - This fund accounts for replacement of leisure service capital assets provided by general government resources.

PROPRIETARY FUND TYPES

1. **Enterprise Funds** - Enterprise Funds are used to account for operations 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 where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.
 - **Water and Wastewater Fund** - This fund is used to account for general water and sewer operations. The primary source of funding is user charges to water and sewer customers.
 - **Water and Wastewater Vehicle and Equipment Replacement** - This fund accounts for replacement of existing vehicles and equipment for the benefit of Water and Wastewater.
 - **Water and Wastewater Renewal and Replacement** - This fund accounts for replacement of existing capital assets for the benefit of Water and Wastewater.
 - **Water and Wastewater Debt Service** - Used to account for principal and interest payments resulting from the issuance of revenue bonds and other forms of debt.
 - **West Ormond Reuse Impact Fee** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of reuse facilities.
 - **Water Impact Fee** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of water facilities.
 - **Wastewater Impact Fee** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of wastewater facilities.
 - **Water Treatment Plant Construction** - This fund accounts for the construction costs associated with the expansion of the water treatment plant.
 - **Wastewater Treatment Plant Construction** - Used to account for the construction costs associated with the rehabilitation and expansion of the wastewater treatment plant and wastewater system.
 - **Watermain Construction 2013A** - This fund accounts for construction costs associated with the first phase of the 2-inch watermain replacement program.
 - **Watermain Construction 2014** - This fund accounts for construction costs associated with the second phase of the 2-inch watermain replacement program.
 - **Solid Waste Fund** - Used to account for activities associated with the removal of trash and debris. Expenditures are funded through user charges to customers.
2. **Internal Service Fund** - The Internal Service Fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis.

- **Workers Compensation Fund** - This fund is used to account for expenditures associated with providing workers compensation coverage to employees.
- **General Liability Insurance Fund** - This fund is used to account for expenditures associated with providing general liability coverage to employees.

FIDUCIARY FUND TYPES

1. **Trust and Agency Funds** - Trust and Agency Funds account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. *These funds are not included in the adopted budget.*
 - **Firemen's Pension Fund** - Used to account for employee and employer contributions towards the Firemen's pension fund.
 - **Police Officer's Pension Fund** - Used to account for employee and employer contributions towards the Police Officer's pension fund.
 - **General Employee's Pension Fund** - Used to account for employee and employer contributions towards the General Employee's pension fund.

FINANCIAL POLICIES

The accounting policies of the City of Ormond Beach conform to generally accepted accounting principles as applicable to governments. The following is a summary of the most significant accounting and budgeting policies.

FUND ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The purposes of the City's various funds and account groups are as follows:

1. BASIS OF BUDGETING

The *basis of budgeting* for all funds is the same as the basis of accounting noted below.

2. BASIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All Governmental Funds are accounted for using the modified accrual basis of accounting. Under the modified accrual basis, revenues are recognized when they become measurable and available as net current assets. Revenues that are susceptible to accrual include taxes, intergovernmental revenues, charges for services and investment earnings. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt which are recognized when due.

All Proprietary Fund Types and Pension Trust Funds are accounted for using the accrual basis of accounting. Their revenues are recognized when earned and expenses are recognized when incurred.

BUDGET POLICIES

1. BALANCED BUDGET

The City will adopt a balanced budget annually. A balanced budget occurs when revenues plus use of available fund balance equals expenditures with individual funds.

2. BUDGET TRANSFERS AND AMENDMENTS

➤ Administrative Approval of Intra-departmental Budget Transfers

Any budget transfer between line item expenditures accounts (personnel service, operating, and capital outlay) that does not increase or decrease the approved total appropriation of a department within the same fund and is less than \$25,000 shall be reviewed by the Budget Director and approved by the City Manager or her designee.

➤ Commission Approval of Budget Transfers

The following budget transfers shall be approved by a majority vote of the City Commission:

- Transfers of \$25,000 or more
- All interfund transfers

➤ Commission Approval of Budget Amendments

The following budget amendments shall be approved by Resolution by a majority vote of the City Commission:

- Recognition of non-budgeted and unanticipated revenues received during the fiscal year.
- Any increase or decrease in appropriated fund balance.
- Any increase or decrease in the total approved appropriation of a fund.

REVENUE GUIDELINES

The City employs the following revenue guidelines as part of the budget development process:

1. The General Fund operating budget millage rate will be based on a 96% tax collection rate as computed against the Current Year Gross Taxable Value as shown on Form DR-420 provided to the City by the Volusia County Property Appraiser.
2. The City will annually review Charges for Service to ensure that the fee structure, at a minimum, maintains the current level of cost recovery.
3. Ensure that fees charged in enterprise operations are calculated at a level that will support all direct and indirect costs of the enterprise.
4. Ensure that the basis for computing indirect cost allocations are reviewed annually and are based on prudent and defensible assumptions.
5. Revenue projections for all major non-ad valorem revenue sources will be based on prudent trend analysis that considers current and projected economic conditions. Budget projections for State-shared revenues will consider State of Florida estimates that are contained in the Local Government Financial Information Handbook as one of several factors for determining final revenue estimates.
6. Ensure that the City does not accept any revenue source whose terms of acceptance or collection may adversely affect the City.
7. The use of revenues which have been pledged to bond holders will conform to bond covenants which commit those revenues.
8. The undesignated fund balance in the General Fund will be maintained at no less than 15% of the total General Fund budget exclusive of budgeted reserves for contingency.
9. Water and Wastewater Impact fees will be set at a level that recovers the highest percentage of the cost of future capacity as permitted by law.
10. In financing capital improvements through the use of General Obligation Bonds, the City shall limit outstanding indebtedness to no more than 5% of current gross taxable value.

APPROPRIATION GUIDELINES

1. The City Commission adopts the annual budget at the fund level, whereas department managers prepare their respective budgets at the program level and allocate appropriations to specific line items in order to provide services at the current level of service.
2. Personnel services are estimated based on collective bargaining provisions governing salary adjustments, whereas salary adjustments for non-bargaining unit employees are based on parameters defined by the City Manager and approved by the City Commission. Pension amounts are based on the defined level of funding as determined by the city's actuary. Health insurance premiums for employee coverage are estimated based on current market conditions that affect annual premium adjustments.
3. The emphasis in preparing the annual budget is on the development of performance outcomes and the relationship of those outcomes to providing the current or enhanced level of service and the budget resources needed to accomplish the identified service level.
4. The budget request for all programs will include an itemized list of capital equipment with a unit value of \$5,000 or more and a separate line item appropriation for vehicle depreciation that will fund future replacement of city vehicles and heavy equipment based on the vehicle replacement schedule developed by the Fleet Manager and Finance Director.
5. Annually, the City Manager will have a comprehensive Five Year Capital Improvements Program (CIP) developed for review and approval by the City Commission. The Five Year CIP will identify and schedule priority capital improvements and provide recommended financing and the estimated operating budget impact for each project.
6. The level of classification detail at which expenditures may not legally exceed appropriations is the fund level. Department Directors and Division Managers are held accountable for their respective budgets at the program level.
7. Encumbrances outstanding at year-end represent the estimated amount of the expenditures ultimately to result if unperformed contracts/receipt of goods or services in process at year-end are completed. Such encumbrances do not constitute expenditures or liabilities, but rather reservations of fund balance for subsequent years' appropriation.
8. Debt service millage will be set at levels which will generate sufficient revenue to make all required principal and interest payments.

CITY OF ORMOND BEACH FUND BALANCE POLICY

1. INTRODUCTION

Sound financial principles dictate that adequate fund balance will be maintained in order to reduce the risks associated with revenue shortfalls, natural disasters, and unanticipated expenditures. As such, the City hereby establishes a Fund Balance policy in accordance with Governmental Accounting and Standards Board Statement (GASB) No. 54.

2. FUND BALANCE CLASSIFICATIONS

- **Non-Spendable Fund Balance** - Amounts that cannot be spent because of the following reasons:
 - not in spendable form
 - legally or contractually required to be maintained intact. Non-Spendable Fund Balance includes items such as inventory, prepaid expenses, and long-term receivables.
- **Restricted Fund Balance** - Amounts constrained to being used for specific purposes by external parties. Examples of constraints on use of fund balance include those imposed by debt covenants, enabling legislation, and grantors.
- **Committed Fund Balance** - Amounts that can be used only for the specific purposes determined by formal action of the City Commission. The specific purpose may only be altered or removed by the City Commission taking the same formal action used to originally impose the constraint. The balance must be determined by the close of the fiscal year.
- **Assigned Fund Balance** - Amounts intended to be used for a specific purpose. The intended purpose may be determined by the City Commission, City Manager, or Finance Director.
- **Unassigned Fund Balance** - This classification represents any fund balance that has not been classified as non-spendable, restricted, committed, or assigned.

3. MINIMUM LEVEL OF UNASSIGNED FUND BALANCE (GENERAL FUND)

The City will attempt to maintain unassigned fund balance of 15% of budgeted annual expenditures for the current year in the General Fund. Unassigned fund balance in the General Fund which is in excess of the 15% target may be used for any purpose designated by the City Commission as set forth in the annual budget and subsequent budget amendments. The City will attempt to avoid use of unassigned fund balance for recurring expenditures.

If, after the annual audit, the unassigned fund balance is determined to be below 15%, the Finance Director will notify the City Commission. The Finance Director will provide a plan to reduce expenditures and/or increase revenues in order to restore the fund balance with a timeframe determined by the City Commission.

4. CLASSIFICATION OF FUND BALANCE (GENERAL FUND)

➤ **Non-Spendable Fund Balance:**

- Advances to Other Funds-Advances made by the General Fund to address negative balances in other funds.
- Prepaids
- Inventories

➤ **Restricted Fund Balance**

Restricted fund balance reserves in the General Fund consist of:

- Frazier Trust-Funds held by the City for use by the Ormond Memorial Art Museum to establish an endowment as stipulated in the final judgment entered by Judge Rouse on July 21, 1997.

➤ **Committed Fund Balance**

- Ormond Beach Sports Complex-Funds received from the Volusia County School Board in connection with an agreement dated October 21, 2008 and approved by the City Commission with Resolution 2008-202.

➤ **Assigned Fund Balance**

The City Commission hereby establishes the following assigned fund balance reserves in the General Fund:

- Assignment to Subsequent Year's Budget-Assigned fund balance may be designated for use in the subsequent year's budget by the City Commission, City Manager or Finance Director to appropriate a portion of unassigned fund balance for the purpose of eliminating projected deficits.

➤ **Unassigned Fund Balance**

The City Commission hereby establishes the following unassigned fund balance reserves in the General Fund:

- Revenue Stabilization - The City hereby establishes a budget stabilization fund of \$2 million. The budget stabilization fund will be utilized to ensure adequate funding is available to maintain services during periods of significant revenue declines (both anticipated and unforeseen). Furthermore, the reserve can be used to address unfunded mandates.

The use of budget stabilization reserves which may be appropriated in the subsequent year's budget is limited to \$1 million or 50% of the revenue stabilization fund balance available.

Use of unassigned fund balance will be authorized by the City Commission through approval of a budget ordinance in conjunction with the annual budget process or budget amendment.

- General Fund- The City will attempt to maintain unassigned fund balance of 15% of budgeted annual expenditures for the current year. This balance is in addition to the Revenue Stabilization fund balance.

5. SPENDING ORDER OF FUND BALANCES

Restricted amounts will be used first unless there is a legal prohibition to doing so. The City will then utilize committed fund balance followed by assigned fund balance. Unassigned fund balance will be used last.

The Revenue Stabilization balance will only be used to provide funding for existing services/programs and unfunded mandates when current revenues are insufficient. General Fund Unassigned Fund Balance will be used in all other cases which include funding for one-time expenditures/capital projects and increases in service levels/programming.

6. LEVEL OF AUTHORITY

Committed Fund balance may only be established and revised by approval of the City Commission. The remaining reserve levels and policies herein may be revised and approved by the City Manager or Finance Director.

7. EFFECTIVE DATE

This Policy took effect immediately upon adoption and will be applied beginning with the preparation of the City's September 30, 2011 Comprehensive Annual Financial Report and adoption of the City's Fiscal Year 2011-12 Budget.

CITY OF ORMOND BEACH PURCHASING POLICY

1. INTRODUCTION

This document serves to provide uniform purchasing procedures for all individuals authorized to make purchases on behalf of the City of Ormond Beach. Every employee involved in the purchasing process is required to adhere to the requirements of this document as well as Chapter 2, Article IX, Division 3 of the City of Ormond Beach Code of Ordinance which outlines the regulations applicable to procurement by City employees.

2. NEW VENDORS

The purchaser must submit the New Vendor Request form when making purchases from vendors who have not previously done business with the City.

3. PURCHASING PROCEDURES

- Purchases exceeding \$25,000 require issuance of an invitation to bid or RFP:
 - Bid/RFP specifications are to be submitted to the Purchasing Coordinator for review along with a Bid/RFP Request Approval form.
 - Once the specifications have been approved, the Purchasing Coordinator will advertise the bid/RFP and post to DemandStar.
 - All bids/RFP's and corresponding amendments will be provided exclusively through DemandStar unless other arrangements are approved by the Purchasing Coordinator.
 - Recommendations for award will be determined as follows:
 - For invitations to bid, the Contract Manager will determine the lowest qualified, responsive, and responsible bidder.
 - For RFP's, a review committee will determine which proposal is deemed appropriate for recommendation of award.
 - A recommendation for award (via a CM memo) will be prepared by the Contract Manager and submitted to the Finance Director for approval. Once approved, the CM memo will be forward to the City Attorney and City Clerk for placement on the appropriate agenda.
- Purchases \$2,500-\$25,000:
 - The purchaser will obtain three written quotations.
- Special Purchasing Issues:
 - Sole source procurement where there is only one source for the required item(s) or service(s).
 - The purchaser must submit a Sole Source Procurement form to the Purchasing Coordinator prior to making such purchases.
 - The Sole Source Procurement form will be posted on DemandStar for ten days prior to making such purchases.

- Emergency procurements may be authorized by the Finance Director when there exists a threat to public health, welfare or safety; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances.
 - The purchaser must submit a memo to the Finance Director outlining the need to make an emergency purchase in advance of making such purchase.
- Change orders
 - If the cumulative value is less than \$25,000, City Commission approval is NOT required prior to the authorization of additional work. The City Commission will be notified upon completion of the project of the total change order amount.
 - If/when the cumulative value exceeds \$25,000, City Commission approval must be received prior to the authorization of additional work.

4. PURCHASE REQUISITIONS

- Purchase requisitions should be entered for ALL items/services with the following exceptions:
 - Travel reimbursement-In lieu of a purchase requisition, employees should submit a Travel Request Voucher and applicable supporting documentation prior to undertaking any travel. **An employee may elect to pay the cost of travel and receive reimbursement thereafter or have payment made directly to the appropriate vendors.**
 - Debt Service payments
 - Reimbursements to employees, civic organizations, entertainers
 - Refunds
 - Employee/Retiree benefit payments
 - Waste Management monthly disbursements
- Except as noted above, no purchases shall be made until a purchase requisition has been entered and all approvals have been received.
- Education reimbursement is first approved by submittal of the Education Reimbursement Request form. Once all necessary signatures have been obtained, a purchase requisition should be entered.
- All vendors who are providing services to the City must be licensed accordingly. It is the purchaser's responsibility to contact the City's building division and validate that the vendor has obtained all applicable business licenses.
- The purchaser is expected to verify that the vendor chosen has met the applicable insurance requirements as specified in Resolution 2011-116 dated 8/16/11.
 - Insurance requirements can be found in the New Vendor attachment.
 - Existing insurance certificates will be maintained by the Risk Manager and are available for review by the purchaser at S:\VendorInsurance

- If a valid insurance certificate is not available at S:\VendorInsurance, it is the purchaser's responsibility to obtain the necessary certificate(s) and email the certificate(s) to the Risk Manager.
 - Once the Risk Manager has received the necessary insurance certificate(s), she will approve the requisition.
- If the purchase requires obtainment of written quotations, the quotations must be emailed to the Purchasing Coordinator. All quotations (whether verbal or written) should be documented within the electronic purchase requisition.

5. REQUEST FOR PAYMENT

- Invoices submitted to the Finance Department for payment should include:
- Two signatures, one of which is a Department Head, Division Manager, or Supervisor/Foreman.
 - For purchases made with a purchase order:
 - Complete the receipts processing in Naviline.
 - Write the purchase order number on the invoice.
 - For purchases made without a purchase order, write the account number(s) on the invoice.
 - All invoices must be received by Tuesday at noon for payment on Friday of the same week.

6. CREDIT CARD USAGE

In the event a purchase can only be made via a credit card, the purchaser must first obtain the approval of the Finance Director and Purchasing Coordinator by submitting the Credit Card Approval form.

CITY OF ORMOND BEACH INVESTMENT POLICY

1. The City of Ormond Beach is hereby authorized to invest funds under its control, which are in excess of those funds required to meet short-term expenses, in the following instruments, and may divest itself of such investments, at prevailing market prices or rates, subject to the limitations stated:
 - a) The Local Government Surplus Funds Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act, as provided in Section 163.01, Florida Statutes;
 - b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
 - c) Savings accounts in state-certified qualified public depositories, as defined in Section 280.02, Florida Statutes;
 - d) Certificates of deposit in state-certified qualified public depositories, as defined in Section 280.02, Florida Statutes;
 - e) Direct obligations of the U.S. Treasury; and
 - f) Federal instrumentalities. Agencies and instrumentalities.
2. The securities listed in subparagraphs (c), (d), (e), and (f) of Paragraph 1 shall be invested to match investment maturities with known cash needs and anticipated cash-flow requirements.
3. This Investment Policy shall not apply to pension funds, trust funds, or funds related to the issuance of debt, provided that there are other existing policies or indentures in effect for such funds.

The complete policy can be found in the appendix of this document.

OVERVIEW
TABLE OF CONTENTS

Budget Summaries	50
<i>Revenue Highlights</i>	
Taxable Value Trends.....	53
Property Tax Revenue/Rates.....	54
<i>Expenditure Highlights</i>	
Personnel Costs.....	57
Position Count	58

ALL FUNDS SUMMARY

The FY 2024-25 budget includes total net appropriations of \$130.78 million

ALL FUNDS SUMMARY	
Description	Budget FY 2024-25
General Fund (001)	48,079,346
Special Revenue Funds:	
Downtown Redevelopment Trust Fund (104)	1,822,138
Ormond Crossings Trust Fund (106)	346,798
Stormwater Utility Fund (107)	3,434,247
Airport Fund (108)	369,418
Local Law Enforcement Trust Fund (109)	-
Economic Development Fund (110)	-
State Law Enforcement Trust Fund (112)	-
Pension Contribution Pass Through Fund (113)	1,300,000
Recreation Facility Fee Fund (115)	57,225
Grants Fund (116)	-
Total Special Revenue Funds	7,329,826
Debt Service Funds:	
Financing Debt Service Fund (205)	660,000
2002 GOB Debt Service Fund (209)	-
2003 GOB Debt Service Fund (210)	-
2004 Revenue Bond Fund (211)	-
2010 Beachfront Park Bond Fund (220)	346,322
Total Debt Service Funds	1,006,322
Capital Improvement Funds:	
Capital Improvements Fund (301)	4,999,383
Equipment Renewal & Replacement Fund (302)	317,000
Public Safety Vehicle & Equipment Fund (305)	888,000
Transportation Improvements Fund (308)	2,159,976
Recreational Impact Fee Fund (310)	100,000
Local Road Impact Fee Fund (316)	50,000
Facilities Renewal & Replacement Fund (317)	879,126
Stormwater Impact Fee Fund (318)	50,000
Leisure Services Capital Fund (322)	954,116
Total Capital Improvement Funds	10,397,601
Water and Wastewater Funds:	
Water and Wastewater Fund (401)	26,307,887
Vehicle Replacement Fund (408)	850,000
Renewal & Replacement Fund (409)	12,346,951
Water/Wastewater Consolidated Debt Service Fund (414)	4,924,000
West Ormond Reuse Impact Fee Fund (433)	-
Water System Impact Fee Fund (434)	700,000
Wastewater System Impact Fee Fund (435)	675,000
Total Water and Wastewater Funds	45,803,838
Solid Waste Fund (460)	13,407,304
Workers Compensation Fund (502)	1,851,612
General Liability Fund (504)	2,905,253
TOTAL BUDGET APPROPRIATION	130,781,102
Less: Interfund Transfers	(17,894,692)
Fleet Operations (Internal Service Charges)	(1,900,237)
Engineering (Internal Service Charges)	(1,329,783)
Consolidated Insurance Fund (Internal Service Charges)	(4,756,865)
TOTAL NET BUDGET	104,899,525

BUDGET SUMMARY

BUDGET THREE YEAR SUMMARY CITY OF ORMOND BEACH, FLORIDA

REVENUES	Actuals FY 2022-23	Budget FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Taxes	25,403,582	27,603,629	29,912,696	2,309,067	8.37%
Licenses and Permits	8,705,301	9,191,075	8,852,879	(338,196)	-3.68%
Intergovernmental Revenue	7,755,013	10,142,644	12,645,447	2,502,803	24.68%
Charges for Service	36,075,690	39,934,003	42,339,503	2,405,500	6.02%
Fines and Forfeitures	108,159	73,000	73,000	-	0.00%
Miscellaneous Revenues	5,787,213	3,823,969	4,277,061	453,092	11.85%
TOTAL SOURCES	83,834,958	90,768,320	98,100,586	7,332,266	8.08%
Transfers In	8,883,882	15,794,186	17,894,692	2,100,506	13.30%
Bond Proceeds and Other Sources	0	13,558,610	14,785,824	1,227,214	9.05%
TOTAL REVENUES, TRANSFERS AND BALANCES	92,718,840	120,121,116	130,781,102	10,659,986	8.87%

EXPENDITURES	Actuals FY 2022-23	Budget FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Government Services	19,054,778	13,986,274	15,484,998	1,498,724	10.72%
Public Safety	21,932,633	23,908,753	24,568,910	660,157	2.76%
Physical Environment	28,309,979	38,036,985	38,735,358	698,373	1.84%
Transportation	8,077,933	8,797,317	13,035,831	4,238,514	48.18%
Economic Environment	394,345	410,971	437,322	26,351	6.41%
Human Services	112,507	291,528	291,528	-	0.00%
Leisure Services	8,818,277	9,272,345	9,508,212	235,867	2.54%
Debt Service	5,920,110	5,662,234	5,344,000	(318,234)	-5.62%
TOTAL EXPENDITURES	92,620,562	100,366,407	107,406,159	7,039,752	7.01%
Transfers Out	3,981,612	15,794,186	17,894,692	2,100,506	13.30%
Contingency	792	3,960,523	5,480,251	1,519,728	38.37%
TOTAL APPROPRIATED EXPENDITURES, RESERVES AND BALANCES	96,602,966	120,121,116	130,781,102	10,659,986	8.87%

CHANGE IN FUND BALANCE

Description	Estimated Beginning Fund Balance	Budget Revenue FY 2024-25	Budget Expenditures FY 2024-25	Use of Fund Balance	Estimated Ending Fund Balance
GENERAL FUND (001)	7,500,000	47,014,346	48,079,346	1,065,000	6,435,000
SPECIAL REVENUE FUNDS					
DOWNTOWN REDEVELOPMENT TRUST FUND (104)	1,100,000	1,822,138	1,822,138	-	1,100,000
ORMOND CROSSINGS TRUST FUND (106)	900,000	346,798	346,798	-	900,000
STORMWATER UTILITY FUND (107)	7,400,000	2,675,000	3,434,247	759,247	6,640,753
AIRPORT FUND (108)*	(1,100,000)	241,700	369,418	127,718	(1,227,718)
LOCAL LAW ENFORCEMENT TRUST FUND (109)	-	-	-	-	0
ECONOMIC DEVELOPMENT FUND (110)	-	-	-	-	0
STATE LAW ENFORCEMENT TRUST FUND (112)	6,000	-	-	-	6,000
PENSION CONTRIBUTION PASS THROUGH (113)	-	1,300,000	1,300,000	-	0
RECREATION FACILITY FEE FUND (115)	440,000	57,225	57,225	-	440,000
TOTAL SPECIAL REVENUE FUNDS	8,746,000	6,442,861	7,329,826	886,965	7,859,035
DEBT SERVICE FUNDS					
FINANCING DEBT SERVICE FUND (205)	200,000	660,000	660,000	-	200,000
2002 GOB DEBT SERVICE FUND (209)	140,000	-	-	-	140,000
2003 GOB DEBT SERVICE FUND (210)	8,000	-	-	-	8,000
2005 REVENUE BOND FUND (211)	-	-	-	-	0
2010 BEACHFRONT PARK BONDS (220)	-	346,322	346,322	-	0
TOTAL DEBT SERVICE FUNDS	348,000	1,006,322	1,006,322	-	348,000
CAPITAL PROJECT FUNDS					
CAPITAL IMPROVEMENTS FUND (301)	300,000	4,999,383	4,999,383	-	300,000
EQUIPMENT RENEWAL AND REPLACEMENT FUND (302)	300,000	234,434	317,000	82,566	217,434
PUBLIC SAFETY VEHICLE & EQUIPMENT FUND (305)	250,000	-	888,000	19,530	230,470
TRANSPORTATION IMPROVEMENTS FUND (308)	2,000,000	1,754,116	2,159,976	405,860	1,594,140
RECREATION IMPACT FEE FUND (310)	400,000	100,000	100,000	-	400,000
LOCAL ROAD IMPACT FEE FUND (316)	1,200,000	50,000	50,000	-	1,200,000
FACILITIES RENEWAL & REPLACEMENT (317)	-	879,126	879,126	-	-
STORMWATER IMPACT FEE FUND (318)	500,000	50,000	50,000	-	500,000
LEISURE SERVICES CAPITAL (322)	-	954,116	954,116	-	0
TOTAL CAPITAL PROJECTS FUNDS	4,950,000	9,021,175	10,397,601	507,956	4,442,044

*Deficit is being funded through an advance from the General Fund

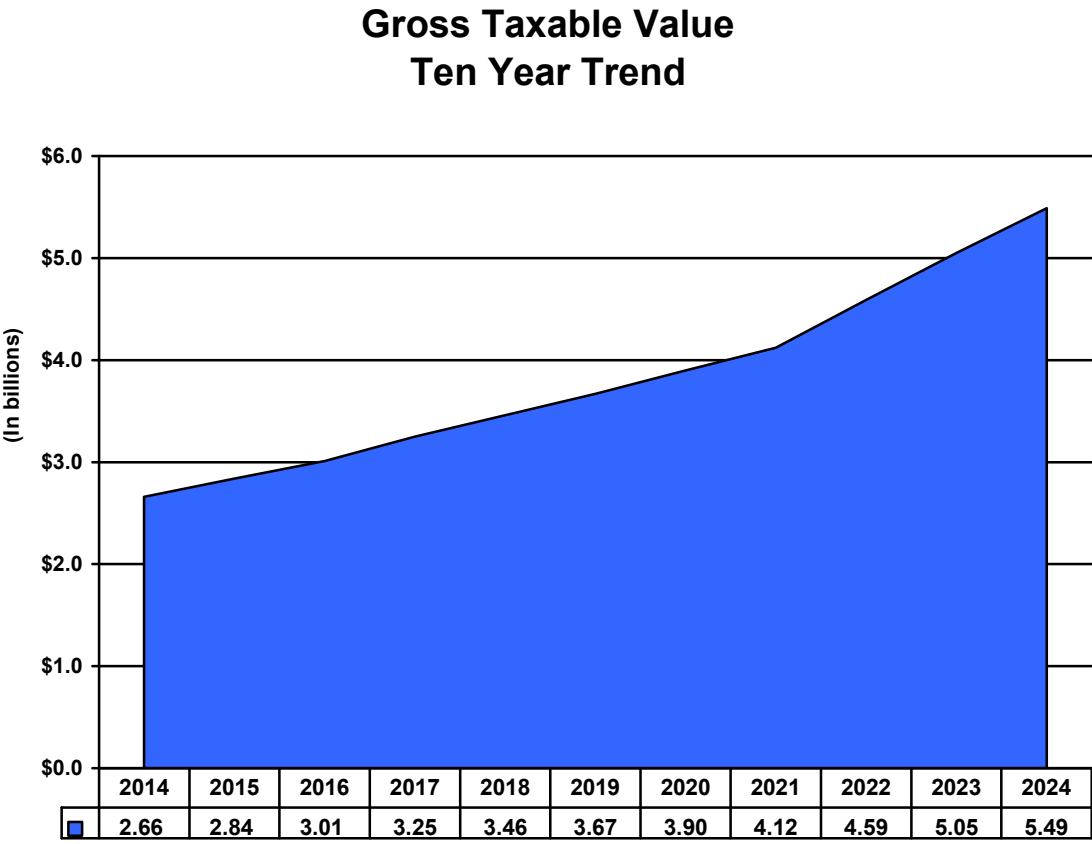
REVENUE HIGHLIGHTS

OVERVIEW:

Citywide net revenues and use of prior year’s reserves for FY 2024-25 are budgeted at \$104,899,525.

TAXABLE VALUE:

The 2024 taxable value is \$5.49 billion, an increase of \$440 million from the 2023 taxable value. The increase in taxable value includes \$406 million from existing properties and \$53 million from new construction and annexations.



PROPERTY TAX REVENUE & RATES:

General operating revenue available for general operations and capital improvements is estimated to be \$20.9 million.

Summary of Property Tax Rates

	Fund	FY 2023-24	FY 2024-25	\$ Var	% Var	FY 2024-25 97 % Revenue
General Fund	001	3.2620	3.2620	-	0.00%	17,380,056.78
Facilities Renewal & Replacement	317	0.1650	0.1650	-	0.00%	879,126.11
Capital Improvements	301	0.0840	0.0840	-	0.00%	447,555.11
Vehicle & Equipment R & R	302	0.0440	0.0440	-	0.00%	234,433.63
Transportation Improvements	308	0.1040	0.1040	-	0.00%	554,115.85
Public Safety Fund	305	0.1630	0.1630	-	0.00%	868,470.04
Leisure Service Fund	3XX	0.1040	0.1040	-	100.00%	554,115.85
Subtotal - Operating Millage		3.9260	3.9260	-	0.00%	20,917,873.3706
2010 GOB	220	0.0800	0.0650	(0.0150)	-18.75%	346,322.41
Subtotal - Debt Millages		0.0800	0.0650	(0.0150)	-18.75%	
Combined City Tax Rate		4.0060	3.9910	(0.0150)	-0.37%	

The operating tax rate is proposed to be 3.9260 mills. The total tax rate (including debt service) is proposed at 3.9910 mills.

GENERAL FUND REVENUES

General Fund net revenues are budgeted to be \$44,859,101, an increase of \$4,706,673 from the previous year. The change includes an increase in property tax revenue of \$1,391,591 resulting from an increase in the taxable value. License and Permit revenue is expected to increase by \$192,000 and Intergovernmental Revenue is expected to increase from the prior year budget by \$140,000.

The largest components of General Fund revenue include:

- Property taxes (\$17.6 million)
- Other Taxes (\$7.2 million)
- License and Permits (\$5.4 million)
- Intergovernmental revenues (\$5.2 million) which includes the half cent sales tax and municipal revenue sharing.
- Transfers to the General Fund (\$6.9 million)

DOWNTOWN REDEVELOPMENT FUND:

Tax increment proceeds are the primary revenue source for the Downtown Development Fund. The incremental taxable value of the district increased by \$14.1 million with 95% being captured within the fund. Revenue from tax increment proceeds are used for capital improvements within the district.

STORMWATER UTILITY FUND:

Revenues consist of stormwater user fees in the amount of \$2.6 million. The proposed budget assumes no increase in the monthly stormwater fee.

CAPITAL IMPROVEMENT FUND,

Pursuant to the City Commission's direction, the budget includes a dedicated millage for capital improvements which generates \$448,000 in property tax revenue.

VEHICLE/EQUIPMENT RENEWAL & REPLACEMENT:

Pursuant to the City Commission's direction, the budget includes a dedicated millage for capital improvements which generates \$234,000 in property tax revenue to fund General vehicles.

PUBLIC SAFETY VEHICLE/EQUIPMENT FUND:

In fulfillment of the City Commission's strategic plan, the budget includes a dedicated millage for public safety vehicle and equipment replacement established in FY 2021-22 which will generate \$868,000 in property tax revenue.

TRANSPORTATION FUND:

Pursuant to the City Commission's direction, the budget includes a dedicated millage for capital improvements which generates \$554,000 in property tax revenue.

FACILITIES RENEWAL & REPLACEMENT FUND:

Pursuant to the City Commission's direction, the budget includes a dedicated millage of for facilities renewal and replacement which generates \$878,000.

LEISURE SERVICES CAPITAL FUND:

Pursuant to the City Commission's direction, a new dedicated millage has been established for Leisure Service capital projects which generates \$554,000.

WATER AND WASTEWATER:

The primary revenue source of the Water and Wastewater Fund consists of user fees to customers both inside and outside the City. Water and sewer fees account for \$23.6 million.

Water/Wastewater Rate Increase History

Date	Increase	Water	Sewer	Amount
10/01/98	5.06%	\$ 14.15	\$ 19.04	\$ 33.19
10/01/02	2.47%	\$ 14.50	\$ 19.51	\$ 34.01
02/01/06	17.23%	\$ 17.00	\$ 22.87	\$ 39.87
10/01/06	5.99%	\$ 18.03	\$ 24.23	\$ 42.26
01/01/08	5.77%	\$ 19.07	\$ 25.63	\$ 44.70
10/01/08	5.97%	\$ 20.20	\$ 27.17	\$ 47.37
10/01/09	1.77%	\$ 20.56	\$ 27.65	\$ 48.21
10/01/10	2.57%	\$ 21.09	\$ 28.36	\$ 49.45
10/01/13	2.50%	\$ 21.62	\$ 29.08	\$ 50.70
10/01/15	3.94%	\$ 22.62	\$ 30.08	\$ 52.70
09/30/16	3.80%	\$ 23.62	\$ 31.08	\$ 54.70
10/1/2017	3.66%	\$ 24.62	\$ 32.08	\$ 56.70
9/30/2018	1.76%	\$ 25.12	\$ 32.58	\$ 57.70
10/01/21	1.80%	\$ 25.28	\$ 33.16	\$ 58.44
09/30/22	3.50%	\$ 26.47	\$ 34.33	\$ 60.80
10/01/23	6.00%	\$ 28.06	\$ 36.39	\$ 64.45
09/30/24	6.00%	\$ 29.73	\$ 38.58	\$ 68.31

WATER AND WASTEWATER RENEWAL & REPLACEMENT FUND:

Revenues of the Renewal and Replacement Fund include a transfer of \$3.1 million from the Water and Wastewater Operating Fund.

SOLID WASTE:

The primary revenue source is solid waste user fees (\$11.5 million). No increase to rates is proposed.

EXPENDITURE HIGHLIGHTS

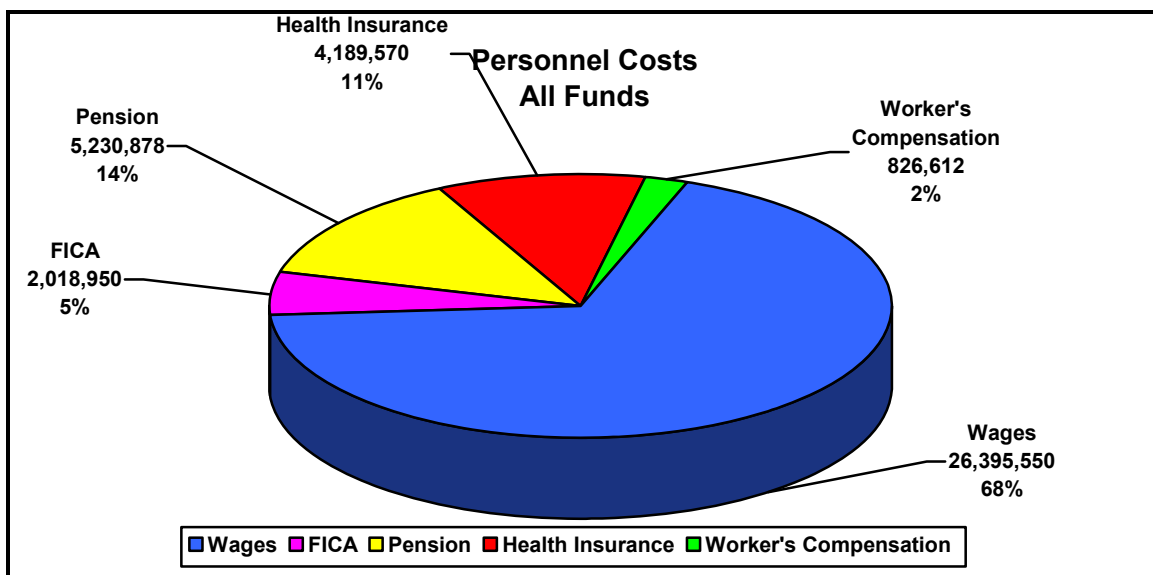
PERSONNEL COSTS:

Total personnel costs are budgeted to be \$38.6 million for FY 2024-25.

All Funds Wages and Benefits				
	Budget FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Wages	24,345,290	26,395,550	2,050,260	8.42%
FICA	1,862,413	2,018,950	156,537	8.41%
Pension/Deferred Comp.	4,464,269	5,230,878	766,609	17.17%
Health Insurance	4,124,081	4,189,570	65,489	1.59%
Worker's Compensation	781,612	826,612	45,000	5.76%
	35,577,665	38,661,560	3,083,895	8.67%

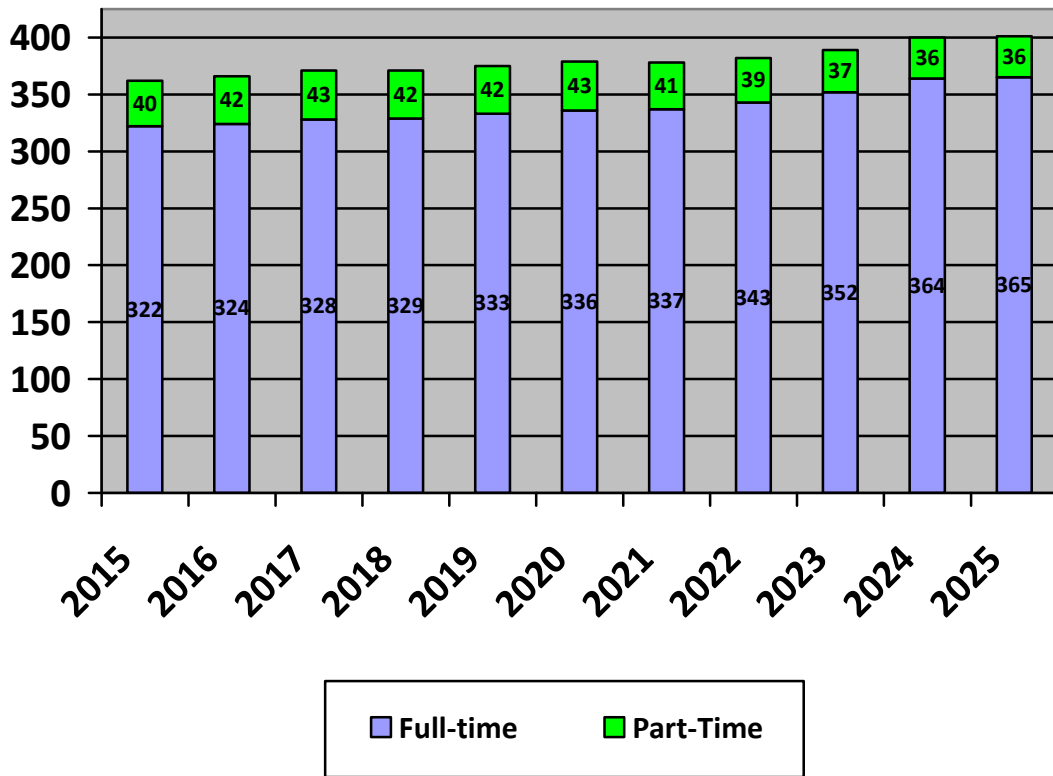
General Fund Wages and Benefits				
	Budget FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Wages	19,152,635	21,038,151	1,885,516	9.84%
FICA	1,465,175	1,609,108	143,933	9.82%
Pension/Deferred Comp.	3,905,280	4,566,892	661,612	16.94%
Health Insurance	3,100,552	3,136,117	35,565	1.15%
Worker's Compensation	621,912	652,610	30,698	4.94%
	28,245,554	31,002,878	2,757,324	9.76%

Other Fund Wages and Benefits				
	Budget FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Wages	5,192,655	5,357,399	164,744	3.17%
FICA	397,238	409,842	12,604	3.17%
Pension/Deferred Comp.	558,989	663,986	104,997	18.78%
Health Insurance	1,023,529	1,053,453	29,924	2.92%
Worker's Compensation	159,700	174,002	14,302	8.96%
	7,332,111	7,658,682	326,571	4.45%



POSITION COUNT HISTORY:

The budget includes 365 full-time positions and 36 part-time positions.



AUTHORIZED POSITIONS:

	FY 22-23			FY 23-24			FY 24-25		
	Full-time	Part-time		Full-time	Part-time		Full-time	Part-time	
Department / Division	Positions	Positions	FTE	Positions	Positions	FTE	Positions	Positions	FTE
Office of City Manager	5.00	-	5.00	5.00	-	5.00	5.00	-	5.00
Support Services	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00
Office of City Attorney	5.00	-	5.00	5.00	-	5.00	5.00	-	5.00
Human Resources	4.00	-	4.00	5.00	-	5.00	5.00	-	5.00
Finance Department									
Budget/Finance	10.00	-	10.00	10.00	-	10.00	10.00	-	10.00
Utility Billing	12.00		12.00	12.00		12.00	12.00		12.00
Information Technology	7.00	-	7.00	7.00	-	7.00	7.00	-	7.00
Planning Department	5.00	1.00	5.60	6.00	-	6.00	6.00	-	6.00
Building Inspections/Permitting	12.00	-	12.00	13.00	-	13.00	14.00	-	14.00
Economic Development	1.00	-	1.00	1.00	-	1.00	1.00	-	1.00
Police Department	92.00	-	92.00	94.00	-	94.00	94.00	-	94.00
Neighborhood Improvement	6.00	-	6.00	6.00	-	6.00	6.00	-	6.00
Fire Department	48.00	-	48.00	48.00	-	48.00	48.00	-	48.00
Public Works Department									
Engineering	12.00	-	12.00	12.00	-	12.00	12.00	-	12.00
Streets and Roadside Mnt.	19.00	-	19.00	21.00	-	21.00	21.00	-	21.00
Fleet Operations	5.00	1.00	5.50	5.00	1.00	5.50	5.00	1.00	5.50
Page Subtotal	247.00	2.00	248.10	254.00	1.00	254.50	255.00	1.00	255.50

AUTHORIZED POSITIONS:

	FY 22-23			FY 23-24			FY 24-25		
	Full-time	Part-time		Full-time	Part-time		Full-time	Part-time	
Department / Division	Positions	Positions	FTE	Positions	Positions	FTE	Positions	Positions	FTE
Stormwater Maintenance	10.00	-	10.00	11.00	-	11.00	11.00	-	11.00
Utilities									
Water Production	22.00	1.00	22.50	23.00	1.00	23.50	23.00	1.00	23.50
Wastewater Treatment	13.00	-	13.00	15.00	-	15.00	15.00	-	15.00
Water Distribution	14.00	-	14.00	14.00	-	14.00	14.00	-	14.00
Wastewater Collection	13.00	-	13.00	13.00	-	13.00	13.00	-	13.00
Solid Waste									
Collection and Disposal	1.00	-	1.00	2.00	-	2.00	2.00	-	2.00
Recycling	-	-	-	-	-	-	-	-	-
Leisure Services									
Building Maintenance	7.00	1.00	7.50	7.00	1.00	7.50	7.00	1.00	7.50
Administration	6.00	1.00	6.50	6.00	1.00	6.50	6.00	1.00	6.50
Nova Community Center	1.00	5.00	3.50	1.00	5.00	3.50	1.00	5.00	3.50
South Ormond Neighborhood Center	2.00	3.00	3.50	2.00	3.00	3.50	2.00	3.00	3.50
Gymnastics	-	-	-	-	-	-	-	-	-
Athletic Field Maintenance	4.00	7.00	7.50	4.00	7.00	7.50	4.00	7.00	7.50
Parks and Grounds Mnt.	5.00	2.00	6.00	5.00	2.00	6.00	5.00	2.00	6.00
The Casements	2.00	5.00	4.50	2.00	5.00	4.50	2.00	5.00	4.50
Environmental Discovery Center	1.00	2.00	2.00	1.00	2.00	2.00	1.00	2.00	2.00
Performing Arts Center	1.00	5.00	3.50	2.00	5.00	4.50	2.00	5.00	4.50
Senior Center	-	1.00	0.50	-	1.00	0.50	-	1.00	0.50
Community Events	1.00	2.00	2.00	1.00	2.00	2.00	1.00	2.00	2.00
Airport	1.00	-	1.00	1.00	-	1.00	1.00	-	1.00
Total FTE	352.00	37.00	369.60	364.00	36.00	382.00	365.00	36.00	383.00

FY 24-25 Changes:

Position FTE

Full-time:

Add Deputy Building Official

1.00 1.00

EXPENDITURES

GENERAL FUND:

General fund net expenditures are \$44,859,101, an increase of \$4,706,673 from the previous year. The budget includes \$3.1 million for health insurance. The budget also includes \$4.6 million for the City's annual required pension contribution which increased 16.9% over the current year amount.

DOWNTOWN REDEVELOPMENT FUND:

The budget includes \$509,000 for maintenance and capital improvements. Property improvement grant funding is also included in the amount of \$200,000.

STORMWATER UTILITY FUND:

The budget includes \$1.6 million for personnel and operating costs, transfers of \$280,000, and \$1.5 million in capital improvement projects.

CAPITAL IMPROVEMENT FUND:

The budget includes:

- Military Boulevard Sidewalk (\$274,000)
- Police Department/EOC Design (\$2.9 million)
- Data Center Infrastructure (\$800,000)
- Fleet Canopy Improvements (\$700,000)

TRANSPORTATION FUND:

The budget includes \$1.2 million in infrastructure improvements and \$750,000 in transfers to the General Fund for streets maintenance.

FACILITIES RENEWAL AND REPLACEMENT FUND:

The budget includes maintenance to various City facilities \$262,000 and capital improvement projects of \$592,000.

LEISURE SERVICE CAPITAL FUND:

The budget includes capital improvement projects of \$900,000.

WATER AND WASTEWATER:

The budget includes \$14.7 million of personnel and operating expenditures and \$11.6 million in transfers for capital project funding and debt service.

SOLID WASTE:

This fund receives fees for solid waste removal and recycling services from City residents and business and pays an outside contractor to perform these services. The budget includes \$10.1 million for personnel and operating expenses and \$3 million in transfers.

DEBT SUMMARY:

The Charter of the City of Ormond Beach does not provide a debt limit. Bond Series 2004 was issued to finance the construction of Fire Station #91. Series 2010, was the result of a voter referendum for the construction of a beachfront park.

GENERAL GOV'T DEBT SERVICE REQUIREMENTS

Amounts in thousands

Fiscal Year Ending	2010 General Obligation Bonds Beachfront Park		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	290	55	345
2025 & Beyond	1,585	140	1,725
Total	1,875	195	2,070

Water and Sewer Bonds are issued to provide financing for the construction and rehabilitation of the City's water and wastewater system.

WATER AND SEWER REVENUE BONDS AND SRF LOAN FOR WWW

In thousands

FY Ending	Principal		Interest		Total
2025	\$	3,874	\$	461	\$ 4,335
2026	\$	1,727	\$	341	\$ 2,068
2027	\$	1,775	\$	293	\$ 2,068
2028	\$	1,830	\$	245	\$ 2,075
2029	\$	1,884	\$	195	\$ 2,079
2030	\$	1,942	\$	143	\$ 2,085
2031	\$	1,517	\$	89	\$ 1,606
2032	\$	1,286	\$	53	\$ 1,339
2033	\$	853	\$	20	\$ 873
Total	\$	16,688	\$	1,840	\$ 18,528

GENERAL FUND

TABLE OF CONTENTS

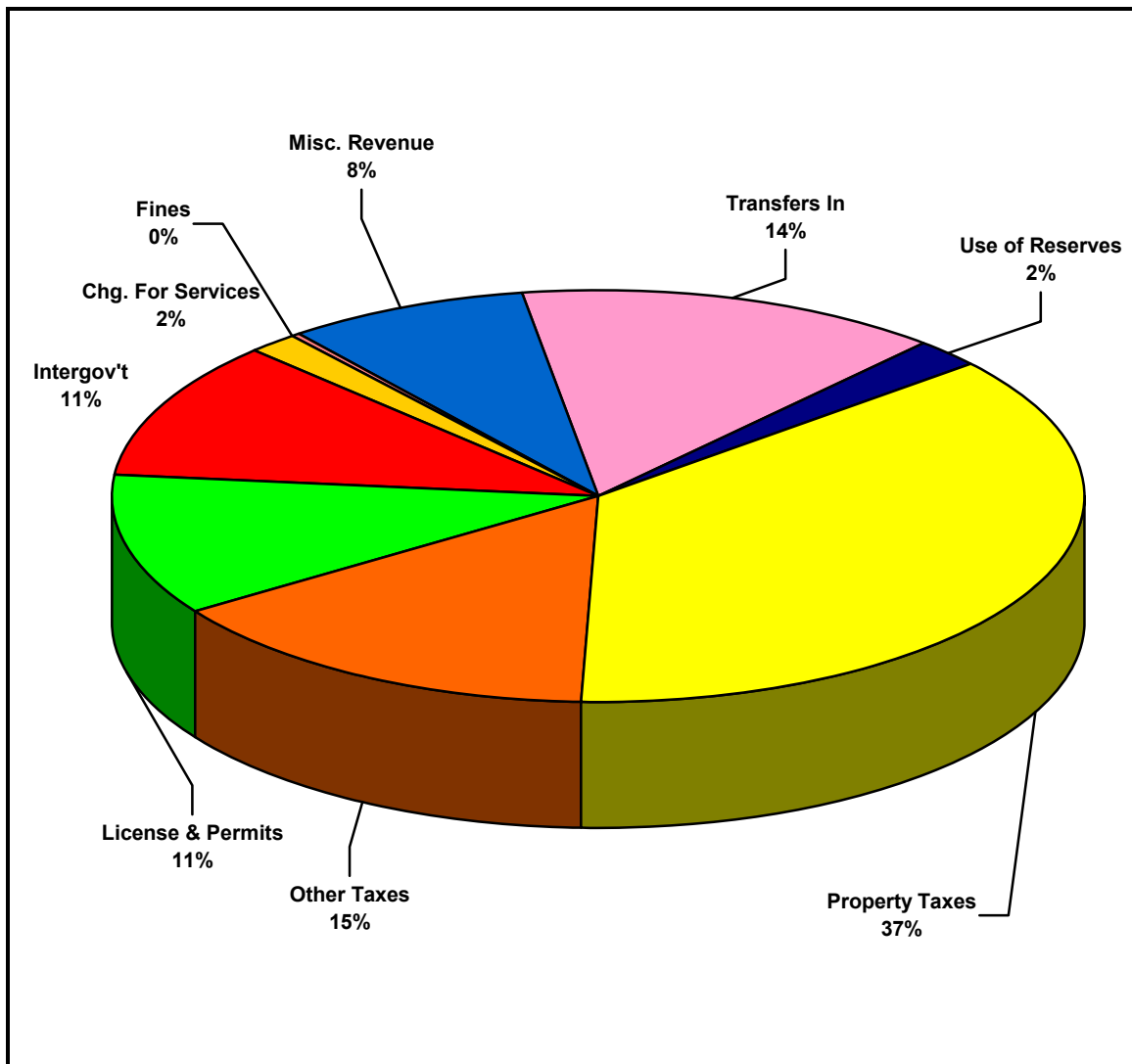
BUDGETARY AND STAFFING INFORMATION

General Fund Revenues/Expenditures	64
City Commission	68
Office of City Manager	70
Support Services	73
City Attorney	77
Budget/Finance/Purchasing.....	80
Information Technology	83
Human Resources.....	86
Planning	89
Building Maintenance	93
Police.....	97
Neighborhood Improvement	118
Fire and Emergency Medical Services.....	121
Building Inspections	125
Roadside and Right of Way Maintenance.....	128
Engineering	131
Fleet Maintenance.....	136
Economic Development	139
Parks & Grounds.....	142
Leisure Services Administration.....	146
The Casements	150
Performing Arts Center.....	155
Senior Center	159
Community Events.....	162
Environmental Discovery Center	167
Nova Community Center	171
South Ormond Neighborhood Center	175
City Sponsored Sports/Athletic Fields Maintenance	179
Contributions/Contingency	183
Transfers	184

GENERAL FUND REVENUES

General Fund Revenue Summary				Change	% Change
Description	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	FY 2023-24 to FY 2024-25	FY 2023-24 to FY 2024-25
Revenues					
Property Taxes	14,385,910	16,188,466	17,580,057	1,391,591	8.60%
Other Taxes	7,181,661	6,568,500	7,248,500	680,000	10.35%
License and Permits	5,160,277	5,184,350	5,376,350	192,000	3.70%
Intergovernmental	5,451,076	5,256,300	5,162,000	(94,300)	-1.79%
Charges for Services	1,082,211	858,138	864,638	6,500	0.76%
Fines & Forfeitures	70,591	73,000	73,000	-	0.00%
Miscellaneous Revenue	3,839,118	3,553,765	3,856,857	303,092	8.53%
Transfers In	4,779,108	5,709,321	6,852,944	1,143,623	20.03%
Use of Fund Balance:	-	70,000	1,065,000	995,000	1421.43%
Total Revenues	41,949,952	43,461,840	48,079,346	4,617,506	10.62%
Less: Fleet	1,903,160	1,823,290	1,900,237	76,947	4.22%
Less: Engineering	1,129,269	1,251,822	1,329,783	77,961	6.23%
Total Net Revenues	38,917,523	40,386,728	44,849,326	4,462,598	11.05%

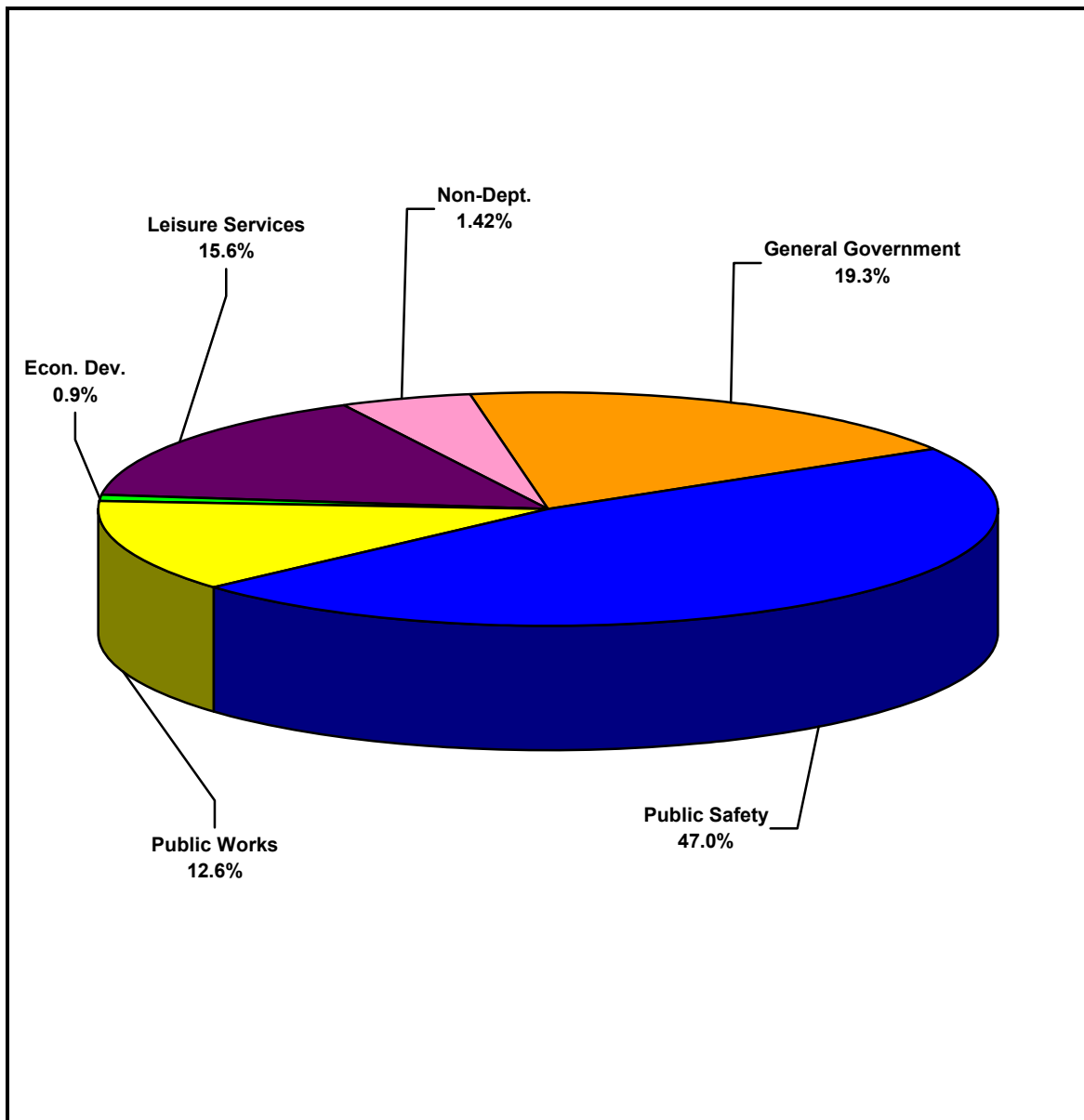
GENERAL FUND REVENUES



GENERAL FUND EXPENDITURE SUMMARY

General Fund Summary					
Description	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Government					
City Commission	416,459	398,297	448,925	50,628	12.71%
City Manager	721,235	766,686	903,986	137,300	17.91%
Support Services	438,930	436,052	473,841	37,789	8.67%
City Attorney	943,005	897,617	1,304,609	406,992	45.34%
Finance	1,078,544	1,126,785	1,200,017	73,232	6.50%
Information Technology	1,265,214	1,661,794	2,289,333	627,539	37.76%
Human Resources	607,920	610,162	730,163	120,001	19.67%
Planning	734,840	815,894	873,037	57,143	7.00%
Building Maintenance	1,009,133	937,759	1,046,146	108,387	11.56%
Total General Government	7,215,280	7,651,046	9,270,057	1,619,011	21.16%
Public Safety					
Police Administration	952,240	1,197,397	1,384,844	187,447	15.65%
Police Operations	6,940,115	7,508,510	8,313,572	805,062	10.72%
Police Community Outreach	560,741	620,646	666,040	45,394	7.31%
Police Criminal Investigations	1,327,511	1,527,310	1,571,364	44,054	2.88%
Police Community Services	439,560	444,250	470,374	26,124	5.88%
Police Records	160,439	193,324	197,910	4,586	2.37%
Neighborhood Improvements	419,050	496,897	524,896	27,999	5.63%
Fire & EMS	7,252,266	7,363,742	7,877,046	513,304	6.97%
Building Inspections	1,135,174	1,208,177	1,567,364	359,187	29.73%
Total Public Safety	19,187,096	20,560,253	22,573,410	2,013,157	9.79%
Public Works					
Roadside and Right of Way Mnt.	2,456,498	2,622,263	2,826,514	204,251	7.79%
Engineering	1,129,269	1,251,822	1,329,783	77,961	6.23%
Fleet	1,903,160	1,823,290	1,900,237	76,947	4.22%
Total Public Works	5,488,927	5,697,375	6,056,534	359,159	6.30%
Economic Development	382,412	410,971	437,322	26,351	6.41%
Leisure Services					
Parks & Grounds	2,582,316	2,650,336	2,706,533	56,197	2.12%
Administration	693,149	819,430	879,360	59,930	7.31%
Cultural					
Casements	341,526	389,713	389,473	(240)	-0.06%
Performing Arts Center	302,366	299,738	377,975	78,237	26.10%
Senior Center	92,025	118,154	119,839	1,685	1.43%
Community Events	215,820	246,067	271,632	25,565	10.39%
Environmental Learning Center	215,222	205,132	222,782	17,650	0.00%
Athletics					
Nova Recreation Center	395,483	376,439	412,484	36,045	9.58%
South Ormond Center	382,892	384,201	422,968	38,767	10.09%
Athletic Fields/City Sponsored Sport	1,529,492	1,657,484	1,707,636	50,152	3.03%
Total Leisure Services	6,750,291	7,146,694	7,510,682	363,988	5.09%
Non-Departmental					
Contributions/Contingency	90,007	277,428	241,528	(35,900)	-12.94%
Transfers	3,217,196	1,718,073	1,989,813	271,740	15.82%
Total Expenditures	42,331,209	43,461,840	48,079,346	4,617,506	10.62%
Less: Fleet expenditures	1,903,160	1,823,290	1,900,237	76,947	4.22%
Less: Engineering	1,129,269	1,251,822	1,329,783	77,961	6.23%
Total Net Expenditures	39,298,780	40,386,728	44,849,326	4,462,598	11.05%

GENERAL FUND EXPENDITURES



CITY COMMISSION

The City Commission is comprised of five members and is the elected legislative and governing body of the City. The City Commission is responsible for:

- Establishing policies
- Managing growth and land use
- Adopting an annual budget and tax rate
- Setting water and wastewater rates and other fees and charges for City services
- Adopting local laws and ordinances
- Hiring and overseeing the City Manager and City Attorney

Four members of the City Commission are elected from geographically defined zones and must reside within the zone to be its elected representative. The Mayor is elected by voters City-wide and must reside within the City limits of Ormond Beach. All members serve two-year terms.



Pictured: From left to right; Zone 1 City Commissioner Lori Tolland, Zone 2 City Commissioner Travis Sargent, Mayor Bill Partington, Zone 3 City Commissioner Susan Persis, and Zone 4 City Commissioner and Deputy Mayor Harold Briley.

CITY COMMISSION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	416,459	398,297	448,925	50,628	12.71%
Total	416,459	398,297	448,925	50,628	12.71%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	153,907	161,322	165,525	4,203	2.61%
Operating	262,552	236,975	283,400	46,425	19.59%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	416,459	398,297	448,925	50,628	12.71%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Mayor	1.00	1.00	1.00	0.00	0.00%
City Commissioners	4.00	4.00	4.00	0.00	0.00%
Total	5.00	5.00	5.00	0.00	0.00%

OFFICE OF CITY MANAGER

The City Manager is the chief executive officer of the City and provides executive leadership necessary to carry out the mission, goals, and policies established by the City Commission.

The City Manager's Office is responsible for administration of all City services and enforcement of all laws pursuant to the City Charter, including:

- appointment and removal of all employees (except City Attorney and the Attorney's staff)
- operational and financial management of City services
- preparation and recommendation of an annual operating budget and five (5) year capital improvements program
- keeping the City Commission informed as to the financial condition and future needs of the City
- preparation of the City Commission's meeting agendas
- implementing and administering the policy directives of the City Commission within the parameters of the City Charter



OFFICE OF CITY MANAGER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	721,235	766,686	903,986	137,300	17.91%
Total	721,235	766,686	903,986	137,300	17.91%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	668,505	686,690	835,628	148,938	21.69%
Operating	52,730	79,996	68,358	(11,638)	-14.55%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	721,235	766,686	903,986	137,300	17.91%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
City Manager	1.00	1.00	1.00	0.00	0.00%
Assistant City Manager	1.00	1.00	1.00	0.00	0.00%
Communications Manager	1.00	1.00	1.00	0.00	0.00%
Public Information Officer	0.00	1.00	1.00	0.00	0.00%
Executive Secretary	1.00	1.00	1.00	0.00	0.00%
Total	4.00	5.00	5.00	0.00	0.00%

CITY COMMISSION/CITY MANAGER

GOALS:

In 2018, the City of Ormond Beach conducted an extensive citizen engagement process, The OB Life, to fully engage the community to help determine the kind of city Ormond Beach would be in the future. A series of six community forums were held addressing

- transportation and livable communities
- environment and water quality
- public safety
- community development
- economic development
- leisure and culture

Nearly 700 people attended the meetings where they heard presentations from 17 speakers, participated in small group discussions, and posed more than 600 questions which are all answered by city staff and posted on the city's website.

This comprehensive process provided community education and gathered valuable input that guided the discussions of the Mayor and City Commissioners during the strategic planning workshop held on February 27, 2019, which was also attended by the City Manager, City Attorney and the city's senior staff.

Using the information gathered from participants in The OB Life series, the Commissioners identified strategic issues the city should address along with specific objectives for the city to accomplish in the next few years. The final activity of the workshop was for the City Commission to select and refine priority objectives for implementation in the following key areas:

- COMMUNITY DEVELOPMENT
- ECONOMIC DEVELOPMENT
- GOVERNANCE
- PUBLIC SAFETY
- QUALITY OF LIFE
- TRANSPORTATION
- WATER QUALITY & ENVIRONMENT

SUPPORT SERVICES

The Support Services Department provides a wide range of services to support the City Commission, City Departments, and the public. These responsibilities include but are not limited to:

- Administration
 - Preparing City Commission workshop and meeting agenda packets and minutes
 - Preparation of proclamations on behalf of the Mayor
 - Providing administrative services to various City departments and advisory boards
 - Coordinating the advisory board application and nomination process
 - Operation of receptionist station on the second floor of City Hall
- Election Management
 - Coordination of municipal elections
 - Monitoring of the required filing of related financial disclosures by staff, elected officials, and candidates
- Records Management
 - Accepting and processing of public records requests
 - Coordinating and managing the City's records management program
 - Archiving all City Commission legislative actions



SUPPORT SERVICES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	438,930	436,052	473,841	37,789	8.67%
Total	438,930	436,052	473,841	37,789	8.67%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	317,671	360,454	390,253	29,799	8.27%
Operating	121,259	75,598	83,588	7,990	10.57%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	438,930	436,052	473,841	37,789	8.67%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
City Clerk	1.00	1.00	1.00	0.00	0.00%
Office Assistant IV	1.00	0.00	0.00	0.00	0.00%
Assistant City Clerk	1.00	1.00	1.00	0.00	0.00%
Support Services Administrator	0.00	1.00	1.00	0.00	0.00%
Administrative Assistant	1.00	1.00	1.00	0.00	0.00%
Total	4.00	4.00	4.00	0.00	0.00%

SUPPORT SERVICES

GOALS:

- Provide timely preparation and publication of Commission agenda packets and minutes.
- Confirm receipt and the timely fulfillment of public records requests.
- Coordinate the November 2024 general Mayoral and City Commission Election, including necessary documents and timely submittal of candidate financial reports.
- Assist with the onboarding and delivery of new commissioner orientation.
- Coordinate the new commission's organizational meeting and advisory board appointments.
- Ensure annual Form 1/6 financial disclosure forms are completed by the Commission, Advisory Board Members, staff through the FL Commission on Ethics online process.
- Facilitate the implementation of Granicus One Meeting Agenda Management Software, including the delivery of training to City Commission and software users.
- Assist with various technology improvements including updated audio and new video streaming of regular Commission meetings, upgrades to the chamber's A/V system, new website, and new telephone communication system.
- Continue working on the City's records management program and enhancements to the long-term storage facility, official records filing system, and records disposition.
- Refresh of the Chamber's youth leadership program, City Government-Economic Development Day, hosted by the City.
- Continue training and education of department staff: City Clerk to receive FL Certified Records Manager (FCRM) and continue working towards IIMC Master Municipal Clerk (MMC) designation; Assistant City Clerk to continue working towards IIMC Certified Municipal Clerk (CMC) designation and necessary FCRM continuing education; and Support Services Administrators work towards FCRM through the FL Records Management Association.

				Change	% Change
	Actual	Estimate	Estimate	FY 2023-24	FY 2023-24
	FY 2022-23	FY 2023-24	FY 2024-25	to FY 2024-25	to FY 2024-25
City Commission Meetings:					
Number agenda items	363	331	364	33	10.00%
Number of items processed within 4 days of meetings	363	331	364	33	10.00%
% of minutes completed in 6 working days	100%	100%	100%	-	0.00%
Number of proclamations prepared	53	65	72	7	10.00%
Number of public records requests received and processed	1001	887	1020	133	15.00%

SUPPORT SERVICES

ACCOMPLISHMENTS:

- Instrumental in the streamlining of communications, including weekly and monthly reports, and agenda item staff reports.
- Provided administrative support for 23 City Commission meetings and 8 City Commission workshops, with agenda packets totaling an estimated 364 agenda items.
- Coordinated and drafted an estimated 65 City proclamations on behalf of the Mayor.
- Provided support for an estimated 4 annexation(s).
- Coordinated the City Commission's appointment of various mid-term advisory board appointments.
- Processed an estimated 887 public records requests.
- Maintained efficient records management with the disposition of 135 cubic feet of records.
- Ensured the completion of Form 1/Form 6 financial disclosures for 2023 and Form 1Fs for 2024.
- City Clerk completed Certified Municipal Clerk (CMC) designation.

CITY ATTORNEY

The Office of City Attorney is responsible for:

- providing legal advice and recommendations to the City Commission, City Department Directors, Division Managers and to the various advisory and quasi-judicial boards
- litigation brought against or on behalf of the City
- handling all legal issues involving or affecting the City
- communicating the City's position on various legislative matters to State and Federal legislative bodies.

The Office of City Attorney coordinates the City's response and strategy regarding general liability insurance claims brought against the City, handles related litigation, and determines if specialized outside legal assistance is needed.



CITY ATTORNEY

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	943,005	897,617	1,304,609	406,992	45.34%
Total	943,005	897,617	1,304,609	406,992	45.34%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	739,806	774,058	852,251	78,193	10.10%
Operating	203,199	123,559	452,358	328,799	266.11%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	943,005	897,617	1,304,609	406,992	45.34%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
City Attorney	1.00	1.00	1.00	0.00	0.00%
Deputy City Attorney	1.00	1.00	1.00	0.00	0.00%
Assistant City Attorney	1.00	1.00	1.00	0.00	0.00%
Senior Paralegal	1.00	1.00	1.00	0.00	0.00%
Paralegal	1.00	1.00	1.00	0.00	0.00%
Total	5.00	5.00	5.00	0.00	0.00%

CITY ATTORNEY

GOALS:

- Keep the City Commission and management staff apprised of new developments in statutory, regulatory, and decisional law.
- Assist the City Commission and management staff in avoiding litigation and claims to the maximum extent possible.
- Successfully defend/prosecute litigation involving the City.
- Provide legal opinions to the City Commission and management staff in a timely manner.
- Keep City laws and policies in compliance with current law.



ACCOMPLISHMENTS:

- Informed the City Commission and management staff apprised of new developments in statutory, regulatory, and decisional law.
- Assist the City Commission and management staff in avoiding litigation and claims to the maximum extent possible.
- Successfully defend/prosecute litigation involving the City.
- Provide legal opinions to the City Commission and management staff in a timely manner.
- City laws and policies are in compliance with current law.

FINANCE

The Department is responsible for maintaining the City's financial accounting system that includes processing of all City financial transactions, maintaining and disseminating financial statements and related reports to City departments, governmental agencies and insurance and bond rating companies, and preparation of the City's bi-weekly payroll.

In addition, this program produces the City's Annual Comprehensive Financial Report (ACFR), provides assistance to the City's external auditing firm, provides pension administration services for retired City employees, oversees the investment of City funds and is responsible for debt administration.

The Department provides support service of City government responsible for coordinating and directing the development of the City's Annual Operating Budget and five-year Capital Improvement Program. In addition, the Budget Office monitors revenues and expenditures, evaluates performance results of all City programs, provides technical assistance to City departments, oversees the performance outcome system, and provides information and technical assistance to the City Manager, elected officials and City staff.

The Department is responsible for overseeing a decentralized purchasing system that reviews and processes purchase orders for commodities and services that exceed \$500. The Purchasing Office is also responsible for obtaining price quotes to ensure competitive bidding in accordance with City purchasing thresholds, coordinating and developing formal bids and requests for proposals and ensuring compliance with the City's Purchasing Ordinance and accepted industry standards.

The Department also is responsible for coordinating the City's Risk Management program through the efforts of a full time Risk Manager. This program conducts employee safety workshops and on-site inspections, keeps departments advised of safety issues, recommends loss control measures and conducts investigations on workers' compensation, accidents and general liability claims.

FINANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	1,078,544	1,126,785	1,200,017	73,232	6.50%
Total	1,078,544	1,126,785	1,200,017	73,232	6.50%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	1,010,421	1,065,598	1,146,091	80,493	7.55%
Operating	68,123	61,187	53,926	(7,261)	-11.87%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,078,544	1,126,785	1,200,017	73,232	6.50%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Finance Director	1.00	1.00	1.00	0.00	0.00%
Assistant Finance Director	1.00	1.00	1.00	0.00	0.00%
Staff Accountant	1.00	1.00	1.00	0.00	0.00%
Purchasing Coordinator	1.00	1.00	1.00	0.00	0.00%
Grants Coordinator	1.00	1.00	1.00	0.00	0.00%
Risk Manager	1.00	1.00	1.00	0.00	0.00%
Accounting Technician	2.00	2.00	2.00	0.00	0.00%
Payroll/Pension Specialists	2.00	2.00	2.00	0.00	0.00%
Total	10.00	10.00	10.00	0.00	0.00%

FINANCE

GOALS:

- Maintain the high standard and level of financial reporting in obtaining GFOA “Certificate of Achievement for Excellence in Financial Reporting”.
- Complete publication of the Comprehensive Annual Financial Report (CAFR) and submit to the City Commission no later than February following the end of the prior fiscal year.
- Process 100% of invoice payments within 25 days of approval date.
- Submit the proposed Five-Year CIP and Annual Budget documents to the City Commission five days prior to the respective scheduled budget workshops.
- Complete budget document with 30 days of adoption.
- Achieve a forecast accuracy rate (estimate vs. actual) for undesignated fund balance in the General Fund that is within 5% of audited results.
- Obtain an average of three (3) responses to formal bids and RFP’s.
- Reimbursement of projected expenses for hurricane Ian and Nicole.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
# of A/P checks	5,466	5,000	4,850	(150)	-3.00%
# of Accounts Payable EFT	1,865	2,600	2,800	200	7.69%
# of Purchase orders issued	648	700	750	50	7.14%
# of Payroll checks	-	-	-	-	0.00%
# of Payroll direct deposits	9,600	9,650	9,675	25	0.26%
Effectiveness:					
% participating in direct deposit	100%	100%	100%	-	0.00%
Number of days to issue CAFR	140	140	140	-	0.00%

ACCOMPLISHMENTS:

- Continued maintaining the high standard and level of financial reporting in obtaining the GFOA “Certificate of Achievement for Excellence in Financial Reporting”.
- Completed publication of the Comprehensive Annual Financial Report (CAFR) and submitted to the City Commission in early February following the end of the prior fiscal year and implemented the final phase of Governmental Accounting Standards Board (GASB) Statement Number 34 for the inventory of the donated land, roads, sidewalks, and drainage infrastructure.
- Maintained participation in the payroll direct deposit program at 100%.
- Processed 100% of invoice payments within 25 days of approval date.
- Completed budget document within 30 days of budget adoptions.
- Submitted proposed Five-Year CIP and Annual Budget to City Commission at least five days before workshops.
- Maintained proper funding levels to offset hurricane Ian and Nicole expenses.

INFORMATION TECHNOLOGY

Information Technology is a support service operation of City government that provides operating system support, software support and technical assistance for the City's local and Wide Area Networks (WAN). The WAN consists of an IBM AS/400 mini-computer, servers, Local Area Networks (LAN), microcomputers and the electronics that connect them. The primary mini-computer applications supported by MIS include:

- Accounting, Miscellaneous Receivables, Purchasing, and Fixed Assets
- Utility Billing
- Site Plan Review, Building Permits, Occupational Licenses and Code Enforcement
- Computer Aided Dispatch and Records Management
- Work Order/Facility Management
- Payroll and Personnel Management
- Cash Receipts
- Land/Parcel Management

In addition, there are eight supporting modules which communicate with the primary mini-computer applications which allow both citizens and city staff to conduct business processes and inquiries over the intranet/internet. A Geographic Information System module (Looking Glass) allows the City's users to produce maps from the existing GIS with integrated information from the data base of the primary mini-computer applications.

Networking and telecommunications support are provided for all City departmental systems, which include:

- Leisure Services Registration and Facility Reservation
- Support Services (City Clerk) Document Imaging System and Clerks Index
- Inventory systems for Fleet
- The Police network
- FireHouse (data management) and TeleStaff (scheduling program) for the Fire Department
- The City's internet and e-mail systems.

INFORMATION TECHNOLOGY

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	1,265,214	1,661,794	2,289,333	627,539	37.76%
Total	1,265,214	1,661,794	2,289,333	627,539	37.76%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	596,833	747,400	801,759	54,359	7.27%
Operating	668,381	914,394	1,487,574	573,180	62.68%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,265,214	1,661,794	2,289,333	627,539	37.76%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
IT Manager	1.00	1.00	1.00	0.00	0.00%
Project Manager	1.00	1.00	1.00	0.00	0.00%
System Administrator	2.00	2.00	2.00	0.00	0.00%
Help Desk Specialist	1.00	1.00	1.00	0.00	0.00%
Senior GIS Technician	2.00	2.00	2.00	0.00	0.00%
Total	7.00	7.00	7.00	0.00	0.00%

INFORMATION TECHNOLOGY

GOALS:

- Phase III deployment of integrated, enterprise-wide solution.
- Upgrade City Commission Chambers technology.
- Business continuity and Disaster Recovery Plan.
- Phase II deployment of centralized Security, paging and alerting systems.
- Migration to Microsoft 365/Virtual Desktop Infrastructure.
- Telephone System and network upgrade.
- Replacement of Storage Area Network.
- Replacement of City Servers.
- Complete 97% of hardware and software “help desk” support requests within 2 working days.
- Maintain all Servers and Workstations to current vendor service pack levels within 1 month of release.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 FY 2024-25
Workload:					
# of workstations	460	490	500	10	2.04%
# of sites maintained	25	25	25	-	0.00%
# of support calls	4,650	4,800	6,000	1200.00	20.00%
Efficiency/Effectiveness:					
Windows Servers uptime	95.00%	95.00%	99.99%	4.99%	4.99%
iSeries HTE system uptime	99.99%	99.00%	0.00%	100.00%	0.00%

Sites

- | | | | |
|----------------|---------------|------------------|-------------------|
| 1. City Hall | 8. FD94 | 15. Fleet | 22. HDC |
| 2. PD | 9. PAC | 16. Public Works | 23. Senior Center |
| 3. Water Plant | 10. Casements | 17. Legal | 24. Water Tower 1 |
| 4. Wastewater | 11. Discovery | 18. Airport | 25. Water Tower 2 |
| 5. FD91 | 12. Nova | 19. Ball Fields | |
| 6. FD92 | 13. SONC | 20. Andy Romano | |
| 7. FD93 | 14. PAL | 21. Leeway | |

ACCOMPLISHMENTS:

- Data networks overall uptime was at 99.9% or better.
- 97% of hardware and software “help desk” support requests were completed within 2 working days.
- Maintained all Servers and Workstations at current vendor service pack levels within 1 month of release.
- Upgraded email system to Exchange 2019 for security enhancements.
- Upgraded all City computers from Office 2016 to Office 2019.
- Upgraded Tyler Munis version
- New firewalls installed offering enhanced network security
- SECNAP CloudJacketx with SOC put into place to enhance network security and monitoring
- New antivirus installed across servers and workstations
- New Password management system in place for enhanced security

HUMAN RESOURCES

The Human Resources Department provides administrative and technical support services to assist in the management of the City's workforce of approximately 400 employees. The core services provided by Human Resources include:

- Recruitment, selection and processing of new employees
- Maintenance of the pay and classification system
- Maintenance of employee personnel records
- Administration of the City's employee benefits program
- Coordination of employee and supervisory training and publishing of employee and supervisory newsletters
- Serve as the liaison with the City's Human Resources Board
- Negotiation and management of collective bargaining agreements with the City's three bargaining units.

HUMAN RESOURCES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	607,920	610,162	730,163	120,001	19.67%
Total	607,920	610,162	730,163	120,001	19.67%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	320,954	348,624	468,356	119,732	34.34%
Operating	286,966	261,538	261,807	269	0.10%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	607,920	610,162	730,163	120,001	19.67%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Asst. HR Director	1.00	1.00	1.00	0.00	0.00%
HR Generalist	2.00	3.00	3.00	0.00	0.00%
Administrative Assistant	1.00	1.00	1.00	0.00	0.00%
Total	4.00	5.00	5.00	0.00	0.00%

HUMAN RESOURCES

GOALS:

- Continue to evaluate strategic health care plan and expand wellness program.
- Continue implementation and customization of time keeping, time cards, and HR components of Tyler/Munis software system.
- Develop an electric self-guided evaluation system through ESS and Tyler/Munis.
- Identify additional areas in which to implement paperless processes using Tyler/Munis.
- Continue to revise and develop employee and leadership training program.
- Continue to review and update Human Resources and Administrative Policies.
- Conduct and document updated succession planning for City departments.
- Transition new hire and benefit orientations to electronic self-guided format.
- Develop Recruitment videos for the City.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Total employee turnover in government/organization	36%	28%	30%	2.00%	2%
Number of individuals hired/placed for period	96	105	107	2	1.90%
Number of new employees that left prior to one full year of service	45	45	47	2	4.44%
Total number of internal HR-sourced training hours					
Number of positions filled from within ranks	43	40	42	2	5.00%
Number of positions filled from outside sources (not promotional)	70	75	77	2	2.67%
Number of requisitions (request-to-fill, job opening, job order, etc.) during period	131	110	112	2	1.82%
Number of requisitions that were filled during period	113	90	92	2	2.22%
Average number of Vacancies	44	51	53	2	3.92%
Average days to fill position	60	60	60	-	0.00%
Average Vacancy Rate	8%	8%	8%	-	0.00%

ACCOMPLISHMENTS:

- Continued implementation of Tyler/Munis time keeping, payroll, and HR module.
- Expanded strategic health care plan and employee wellness program through additional health and wellness events and HSA incentive options.
- Continued to streamline new hire paperwork and transition to paperless process for various policies, contracts, and benefit enrollments.
- Transitioned terminated employee files to electronic filing.
- Started to transition current filed into Tyler Content Manager.
- Implement the Recruitment and Onboarding portion of our Tyler/Munis Software.
- Prepare and implement pay strategy to be in compliance with Amendment 2 which will amend Florida's constitution to gradually increase to \$15 an hour by 2026.

PLANNING

The Planning Department performs two distinct functions: comprehensive planning and development review.

Comprehensive planning is responsible for monitoring compliance with and administering the City's Comprehensive Plan in accordance with Chapter 163, Florida Statutes, and Chapter 9J-5, Florida Administrative Code. The primary services provided in this program include:

- review of Comprehensive Plan Amendments
- coordination with various regional and State authorities
- review for consistency with the Volusia County Growth Management Commission, City Planning Board, and the City's Official Zoning Map and Land Development Code
- review and updating of the various required elements of the Comprehensive Plan

Development Review is responsible for current planning in general and for administering the City's Land Development Code. Specific activities include:

- site plan review and permitting of proposed development applications
- inspection of all residential and commercial development projects
- staff support and liaison with the Planning Board and the Development Review Board
- interpreting and processing amendments to the Land Development Code
- coordinating the activities of the City's Site Plan Review Committee (SPRC) – this involves interdepartmental cooperation with Engineering, Building Inspection and the City Attorney
- responding to informational requests by the public regarding zoning, flood zone classification, land use information, and development regulations
- reviewing and providing comments to Volusia County for certain applications in the County but located within the Ormond Beach service area
- remaining up-to-date with Federal and State mandates and regulations that will affect development review and procedures (the Unified Mitigation Assessment Methodology, for example)

PLANNING

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Site Plan Review Fees	27,106	85,000	85,000	-	0.00%
Zoning Variances/Appeals	263,707	92,500	92,500	-	0.00%
General Fund	444,027	638,394	695,537	57,143	8.95%
Total	734,840	815,894	873,037	57,143	7.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	626,676	686,452	717,449	30,997	4.52%
Operating	108,164	129,442	155,588	26,146	20.20%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	734,840	815,894	873,037	57,143	7.00%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Planning Director	1.00	1.00	1.00	0.00	0.00%
Senior Planner	3.00	3.00	3.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Civil Engineer	0.00	0.00	1.00	1.00	0.00%
<u>Part-time Positions:</u>					
Civil Engineer	0.60	0.60	0.00	-0.60	-100.00%
Total	5.60	5.60	6.00	0.40	7.14%

PLANNING

GOALS:

- 100% of all professionally prepared plans shall be electronic submittal utilizing ProjectDox.
- The Site Plan Review Committee shall provide review comments or approval for site plan submittals 14 days from the date of submittal.
- Completion of the 2045 Comprehensive Plan update.
- Refinement of the Tyler permitting system to assist internal and external users.
- Completion of the Public Art Master Plan.
- Land Development Code amendments, such as landscape article updates, Live Local Act, and platting.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
# of site plans	20	50	50	-	0.00%
# of Special Exceptions	7	6	6	-	0.00%
# of LDC/City code amendments	10	10	10	-	0.00%
# of planned development amendment	6	6	6	-	0.00%
# Appeal of PD Determination	1	1	1	-	0.00%
# of annexations/annexation agreements	-	4	3	(1)	-25.00%
# of Certificate of Appropriateness	3	3	3	-	0.00%
# of Variances	12	10	10	-	0.00%
# of rezonings	5	5	5	-	0.00%
# of Property Improvement Grants	2	1	1	-	0.00%
# of Volusia/Flagler County Reviews	4	4	4	-	0.00%
# of Utility Easement/ROW Vacations	10	5	5	-	0.00%
# of lot splits	3	3	3	-	0.00%
# of Land Use Plan amendments	4	4	4	-	0.00%
# of Alcohol Zoning Approvals	6	6	6	-	0.00%
# of Zoning Verifications	5	10	10	-	0.00%
# of Preliminary or Final Plats	3	7	10	3	42.86%
# of Nonconforming Determinations	-	-	-	-	0.00%
Bike Plan	-	-	-	-	0.00%
Total:	101	104	137	33	31.73%

PLANNING

ACCOMPLISHMENTS:

- Successfully completed the 2024 Community Rating System audit by maintaining activities for floodplain management.
- Completion of the 2024 Vulnerability Assessment, Resilient Ormond Beach.
- Provided technical reports and presentations on planning related items to the Historic Landmark Preservation Board, Board of Adjustment and Appeals, Planning Board, and City Commission.
- Completion of multiple development projects, such as Riverbend school expansion, Revella, Valiant Diner, Ormond Grande, Cupola, Interchange Depot, and Love Whole Food Expansion.
- Processed a number of public hearing items including Tomoka Reserve, Tomoka Christian Church, Plantation Oaks plats, RidgeHaven, and Tattersall developments.
- Coordinated, provided plan reviews, and minutes for the Site Plan Review Committee.
- Plan review for residential and non-residential building permits, accessory uses and Business Tax receipts.

BUILDING MAINTENANCE

Building Maintenance is a support service function of City government that includes:

- repair and maintenance services for City buildings and structures, including routine electrical, plumbing, carpentry, air conditioning, painting and miscellaneous repairs.
- oversight and monitoring service of contracts for janitorial, electrical and air conditioning
- performance of one-time building and minor renovation projects when it is less costly than using an outside contractor.

Direct costs for materials and supplies that cannot be assigned or charged to a department operating budget are charged to the Building Maintenance budget. Otherwise, these costs and HVAC maintenance are charged directly to the department or program where the repair has occurred. All in-house labor costs are charged directly to the Building Maintenance budget regardless of where the work is performed.

In addition, building maintenance personnel are assisting with the maintenance of the Airport Tower and repair of the City's airport runway and taxiway lighting systems. This includes weekly lighting inspections and immediate repair of discrepancies found.

BUILDING MAINTENANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	1,009,133	937,759	1,046,146	108,387	11.56%
Total	1,009,133	937,759	1,046,146	108,387	11.56%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	577,115	543,704	620,386	76,682	14.10%
Operating	432,018	394,055	425,760	31,705	8.05%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,009,133	937,759	1,046,146	108,387	11.56%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Office Assistant II	1.00	1.00	1.00	0.00	0.00%
Contract Manager - Buildings	1.00	1.00	1.00	0.00	0.00%
Maintenance Lead	1.00	1.00	1.00	0.00	0.00%
Tradesworker	3.00	3.00	3.00	0.00	0.00%
Supervisor	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Maintenance Worker II	0.50	0.50	0.50	0.00	0.00%
Total	7.50	7.50	7.50	0.00	0.00%

BUILDING MAINTENANCE

GOALS:

- Immediately respond to all emergency calls for repairs
- Complete all non-emergency daily work orders within two working days of request
- Continue our maintenance plan for the City's 73 facilities
- Continue refurbishment of snowflake holiday decorations
- No work-related injuries
- Keeps all city facility gates in working order
- Replace a/c filters Quarterly
- Replace ice machines filters Quarterly
- Keep city decorative fountain's clean
- Maintain airport runway, taxi, REIL and PAPI lights
- Maintain a parts inventory for Splash Pads Emergency's.
- Maintain all City Facilities Parking Lot lights and DOT lights.
- Maintain lighting on City Buildings.
- Assist electrical contractor repairing city wide decorative street lights.
- Keep all park bathrooms in working order.

ACCOMPLISHMENTS:

- Completed all emergency calls for repairs
- Work with contractors to complete facility repairs citywide
- Completed 98% of all non-emergency work orders within two working days of request
- Continued refurbishment of snowflake Christmas decorations
- Completed numerous non-work order special request projects citywide
- No work-related injuries
- Notification in-person or email of the completion of a work request
- Daily morning meeting to review workflow and assign work for the day
- All emergency work orders were completed within 12 hours
- Maintained all city and DOT lighting citywide
- Maintained all sports lighting to keep fields open and safe for play
- Maintained airport runway lighting repairs and safety checks three times per week
- Maintained splash pads with minimal interruptions
- Keeping a clean and organized maintenance shop

BUILDING MAINTENANCE

GOALS (Facilities R&R Program):

- Receive a composite rating of satisfactory or better on quarterly janitorial service ratings from 90% of respondents
- Maintain the appearance of City facilities through regular preventative maintenance and repair
- Manage the successful completion of projects described in the Facilities Renewal and Replacement Fund
- Work with Facilities Maintenance staff to identify and prioritize facility R&R projects
- Work with Engineering Department to identify C.I.P. related projects
- Update the comprehensive five-year Facilities Maintenance R&R plan



ACCOMPLISHMENTS (Facilities R&R Program):

- Managed Janitorial Services Contract with American Janitorial Inc.
- Updated the quarterly janitorial review survey to be more inclusive of specific tasks.
- Managed 17 different miscellaneous crafts and trades vendors, primarily used in completing Facilities Renewal and Replacement projects.
- Successfully managed and completed 100% of the Facilities Renewal & Replacement fund projects.
- Completed office renovations in the IT Department at City Hall.
- Managed Citywide pest control services.
- Completed installation of safety/privacy glass in select City facilities.
- Completed repainting/sealing of entire Airport Tower exterior.

POLICE DEPARTMENT

The Police Department consists of the following divisions:

- Administration
- Operations
- Community Outreach
- Community Service/Animal Control
- Criminal Investigations
- Records
- Neighborhood Improvement

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Special Duty	54,715	50,000	50,000	-	0.00%
Fines/Forfeits	44,362	45,000	45,000	-	0.00%
Code Violations	26,229	28,000	28,000	-	0.00%
General Fund	10,674,350	11,865,334	13,006,000	1,140,666	9.61%
Total	10,799,656	11,988,334	13,129,000	1,140,666	9.51%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Administration	952,240	1,197,397	1,384,844	187,447	15.65%
Operations	6,940,115	7,508,510	8,313,572	805,062	10.72%
Community Outreach	560,741	620,646	666,040	45,394	7.31%
Criminal Investigations	1,327,511	1,527,310	1,571,364	44,054	2.88%
Community Services	439,560	444,250	470,374	26,124	5.88%
Records	160,439	193,324	197,910	4,586	2.37%
Neighborhood Improvements	419,050	496,897	524,896	27,999	5.63%
Total	10,799,656	11,988,334	13,129,000	1,140,666	9.51%

POLICE ADMINISTRATION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	952,240	1,197,397	1,384,844	187,447	15.65%
Total	952,240	1,197,397	1,384,844	187,447	15.65%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	264,702	392,748	466,618	73,870	18.81%
Operating	687,538	804,649	918,226	113,577	14.12%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	952,240	1,197,397	1,384,844	187,447	15.65%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Police Chief	1.00	1.00	1.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Accreditation Manager	1.00	1.00	1.00	0.00	0.00%
Total	3.00	3.00	3.00	0.00	0.00%

POLICE ADMINISTRATION

GOALS:

- Maintain the police department's staffing levels at 95% or greater.
- Provide in-service training in Active Shooter and Taser 10 weapon system.
- Implement ELVIS at Police Department.
- Continue to update Police Department's Access Control System (front doors)
- Work with County to continue the update to the CAD systems.
- Improve building by replacing worn flooring and furniture
- Convert areas of building not being used to full potential into viable work areas
- Hire a second full time Victim Advocate for the Police Department
- Hire a full time Finance employee for the Police Department
- Update the departments Tasers
- Improve the department's License Plate Reader program
- Complete 10-33 LEESO program inventory

ACCOMPLISHMENTS:

- Attended First Amendment Auditor Training
- Participated in Vehicle Operation Training
- Hired a Public Safety Public Information Officer
- Issued and trained all Police Personnel on the Axon Body 4 Body Worn Camera System.
- Improve security of the Police Department by obtaining an updated Access Control and camera system
- Successfully completed all the required annual and quarterly audits and inventories associated with the Property and Evidence Unit to ensure compliance with Accreditation Standards.
- Successfully completed all quarterly and annual examinations and inspections throughout the year.
- Completed the quarterly and annual DAVID audits.
- Hired and trained new employees.
- Hired a Part Time Evidence Custodian
- Hired two new Records Clerk
- Hired a new Community Service Officer
- Hired a new Crime Scene Investigator
- Created a Police Officer Recruit (Cadet) program.
- Instituted a vehicle replacement plan that was incorporated by the City
- Transitioning the police department's fleet from sedans to sport utility vehicles
- Successfully completed the Accreditation re-assessment process for re-accreditation

POLICE OPERATIONS

Operations is the core law enforcement and community policing arm of the Police Department that responds to approximately 60,000 to 65,000 calls for service annually and provides patrol and traditional law enforcement activities such as traffic control and initiates proactive steps to reduce crime and enhance the quality of life in Ormond Beach. Approximately 8% of all calls involve some type of serious crime, whereas all other calls are service-related.

POLICE OPERATIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Special Duty	54,715	50,000	50,000	-	0.00%
Fines/Forfeits	44,362	45,000	45,000	-	0.00%
General Fund	6,841,038	7,413,510	8,218,572	805,062	10.86%
Total	6,940,115	7,508,510	8,313,572	805,062	10.72%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	6,089,558	6,696,175	7,458,111	761,936	11.38%
Operating	850,557	812,335	855,461	43,126	5.31%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	6,940,115	7,508,510	8,313,572	805,062	10.72%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Captain	2.00	2.00	2.00	0.00	0.00%
Lieutenant	2.00	3.00	3.00	0.00	0.00%
Sergeant	6.00	6.00	6.00	0.00	0.00%
Corporal	3.00	3.00	3.00	0.00	0.00%
Police Officer	46.00	46.00	48.00	2.00	4.35%
Total	59.00	60.00	62.00	2.00	3.33%

POLICE OPERATIONS

GOALS:

- To enhance the quality of life for the residents and visitors in Ormond Beach through effective, efficient, courteous, and responsive police services.
- Maintain an average response time of less than 5 minutes for all priority police calls for service.
- Continue the community policing project program to assist in the deterrence of public order crimes. This program addresses incidents such as code violations, civil infractions, public nuisance crimes, and traffic issues. By continuing this program, we will reduce the number of repeat calls and improve the overall quality of life for our citizens and visitors.
- Continue implementation of a License Plate Reader program that interacts with the systems used by other agencies within the county.
- Acquire additional traffic safety equipment, namely pole-mounted radar feedback systems.
- Continue training and equipment acquisition to activate Special Response Team.
- Establish the Aerial Tech Unit (ATU); complete training of qualified personnel to operate robots, unmanned aerial systems, and the SRT MRAP for critical incidents and special operations.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Sworn law enforcement members available for CFS response	61	70	74	4	5.71%
Sworn members assigned to Traffic Enforcement	4	5	5	-	0.00%
Members assigned to Traffic Crash Investigations	4	5	5	-	0.00%
Total patrol districts	8	8	8	-	0.00%
Total mobile computers	77	77	77	-	0.00%
Total # of calls received by agency	66,304	68,000	68,000	-	0.00%
Citizen-generated workload; Calls for Service (CFS)	16,982	20,000	20,000	-	0.00%
Self-initiated workload; pro-active police actions	49,412	48,000	48,000	-	0.00%
Traffic citations issued (moving violations only)	2,505	3,000	3,000	-	0.00%
Traffic crashes	1,637	1,500	1,400	(100)	-6.67%
Pedestrian fatalities	1	4	0	(4)	-100.00%
Total Traffic fatalities	4	10	0	(10)	-100.00%
Adult arrests	739	700	675	(25)	-3.57%
Juvenile arrests	44	40	35	(5)	-12.50%
DUI arrests	38	45	55	10	22.22%
Total arrests	777	740	710	(30)	-4.05%

POLICE OPERATIONS

ACCOMPLISHMENTS:

- Handled approximately 72,228 calls for service, a 3.0% increase from FY 2021. Calls for service represent dispatched calls, self-initiated calls for service, directed patrol requests, and extra service calls.
- Maintained an average response time of 4 minutes and 10 seconds to emergency calls for service, and an average of 9 minutes and 42 seconds for other priority calls for service. Average response time for all calls (emergency and non-emergency) is 15 minutes and 34 seconds. In general, response times have increased since the FY 2021 report.
- Completed about 7,575 police/crime reports (down 2.4% from FY 2021)
- Issued about 9,045 traffic related citations/written warnings (up 35.6% from FY 2021).
- Conducted 7,378 traffic stops (up 68.3% from FY 2021).
- 862 Part I crimes were reported (down 9% from FY 2021) with a clearance rate of 31.6% (down 9.4% from 2021).
- Hired and trained eight (8) sworn police officers during FY 2021. Three (3) have since left.
- Increased amount of trained personnel with operation MRAP armored vehicle for Special Response Team.
- Continued to train twelve (12) PD members and two (2) FD members for the Special Response Team.
- Acquired Pepperball™ less-lethal munitions systems with training scheduled. Funded by OB Police Foundation.
- Established the Aerial/Tech Unit (ATU), which has solicited personnel to supplement SRT and the Police Operations Division with the deployment of tactical drones and robots to provide better safety and intelligence during critical incidents and special events in addition to the operation of the MRAP armored rescue vehicle. Currently, five (5) personnel have been trained on robot operation, and we now have three (3) FAA Part-107 certified drone pilots. About nine (9) personnel have been trained as MRAP operators.
- Continual equipment acquisition for the Special Response Team, including body armor kits, rifles, less-lethal munitions, breaching gear, Tactical Combat Casualty Care supplies, etc.
- Renewed acquisition of Narcan / Naloxone grant from Florida Department of Health; distribution to police personnel, with lives successfully saved as a result.
- Completed successful operations during numerous special events in the area to include:
 - Race Week
 - Bike Week
 - Spring Break

POLICE OPERATIONS

- Political protests (weekly, and sporadic)
 - Daytona Truck Rally
 - Biketoberfest
 - Pop-up “Invasion”-style events
 - Memorial Day Honor Ceremony
 - 9/11 Honor Walk
 - Several holiday toy drives
 - Mutual Aid to surrounding agencies for other events, escorts, etc.
- Continued use of Social Media to enhance the Police Department’s image and deploy information to the public.

POLICE COMMUNITY OUTREACH

Community Outreach provides several educational and intervention-oriented programs that are designed to enhance life skills and prevent crime including:

- Drug Abuse Resistance Education (DARE)
- Police Athletic League (PAL)
- Explorers
- volunteers and neighborhood and business watches
- DARE program for middle schools

The program is supported in part through grant funding from the National Police Athletic League Youth Enrichment Program (PALYEP) and the Youth Leadership Council (YDC). In addition to City revenues that are the primary source of program funding, a not-for-profit PAL board raises funds for Police Athletic League activities.

POLICE-COMMUNITY OUTREACH

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	560,741	620,646	666,040	45,394	7.31%
Total	560,741	620,646	666,040	45,394	7.31%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	510,206	568,518	612,461	43,943	7.73%
Operating	50,535	52,128	53,579	1,451	2.78%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	560,741	620,646	666,040	45,394	7.31%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Community Program Coordinator	1.00	1.00	1.00	0.00	0.00%
After School Aide	1.00	1.00	1.00	0.00	0.00%
Recreation Leader	1.00	1.00	1.00	0.00	0.00%
Police Officer	3.00	3.00	3.00	0.00	0.00%
<u>Seasonal:</u>					
Tutors	0.00	0.00	0.00	0.00	0.00%
Total	6.00	6.00	6.00	0.00	0.00%

POLICE-COMMUNITY OUTREACH

GOALS:

- The Crime Prevention/Outreach unit will continue to create and conduct programs and events to address the variety of needs of the community and provide information related to crime prevention. These events should also bring the community and their police department together to enhance the positive relationship already shared.
- The Crime Prevention/Outreach unit will develop and maintain positive relationships with the business owners in the city, neighborhood associations, children and citizens.
- Present Drug Abuse Resistance Education (DARE) educational programs to public and private school students and achieve a “graduation” rate of 100%.
- Provide PAL educational tutoring, science, and reading enhancement programs to 100 at risk youth in the Ormond Beach Community.
- Provide anti-bullying presentations to youth attending 5th grades at schools in the Ormond Beach community.
- Maintain the number of Police Officer hours (excluding time of assigned officers) in PAL activities at 200 annually.
- Maintain and expand community partnerships with Ormond Beach area schools through social events.
- Build a relationship with the Ormond Beach Middle School staff and students by using programs that bring officers into the school.
- Continue our annual National Night Out, and make changes to fit our community's needs.
- Train DARE Officer as a crime prevention practitioner, which is a series of (5) classes.
- Maintain and expand partnerships with clergy members in our community to help with their needs.
- Perform Crime Prevention Surveys for business' and schools, and provide a confidential in depth CPTED (Crime Prevention Through Environmental Design) and Crime Prevention report.
- Be an active part of the Police Academy to assist with recruiting new police officers and actively attend recruiting events, continue social media advertising, facilitate ride along scheduling and have an open communication with potential recruits. Use social media to reach out to our community about our events, and to have an open door for clear constant communication.
- Investigate the creation and implementation of an OBPAL Running Club for elementary and middle school age students.
- Expand the Tutors Are Us Program to include practice college entry exams for high school age students
- Explore new avenues to offer Reading with a COP Program at local elementary schools
- Continue the Do the Right Thing Program partnership with Ormond Beach Middle School
- Expand the OBPAL Running Club (The Extra Mile Club) to middle school age students.

POLICE-COMMUNITY OUTREACH

ACCOMPLISHMENTS:

- Outreach planned our first Torch Run which benefits Special Olympics. This family fun event was a 1-mile fun run to raise money for the Special Olympics. All Law Enforcement agencies in Volusia County attended.
- Continued teaching D.A.R.E by attending 5th grade graduations, dances, skating, were appointed the Grand Marshals for the 5th grade Derby race at Pathways Elem.
- Outreach organized and participated in a dodgeball game at OBMS, where officers played with students against teachers and attended OBMS Career Day where students interviewed officers about what the career entails.
- Outreach has formed a partnership with Our Seniors Radio, and several topics on fraud were discussed on air.
- Outreach attended the annual Easter Jam at Calvary Church which had approximately 2500 attendees.
- Outreach formed a partnership with the Falls Community who organized a Hot Rod and Hot Dog event to raise money for OBPD. Over \$3200 was raised for bleed kits.
- Outreach is the chair for the OBPD awards committee. There are bi-monthly scheduled meetings where award nominations are discussed. If approved, awards are given out to officers and civilians
- Organized summer camp visits with vehicle displays for local schools and facilities.
- SLAP (ladies self-defense) was presented by Outreach at 5 local ladies' groups. These were all well attended and received.
- Outreach created a recruitment flyer for social media with proven success for applicants. Outreach planned several interviews, and will continue to do so.
- Annual "Shop with a COP" program was successfully had a total of 30 participants.
- The 10th Annual "Santa on Patrol" was successful. This year yielded the most toy donations to the program. This resulted in around 2000 children were contacted at city parks, pre-schools, elementary schools, and retail stores. Performed two fill "Fill the M-Rap" events collecting toys for Santa on Patrol & PAL.
- "Coffee with a Cop" was conducted 3 times.
- "Badges & Brunch" Crimes Against Seniors program was conducted at 7 city locations.
- Presented to every student in the Ormond Beach Middle School, Pathways Elem. Parents, and St. Brendan's School with a Safety and Dangers of Social Media.
- The annual National Night Out was the largest attended event yet with 2500 attendees, with free food, bounce houses, raffles, games, and community partnership.
- The DARE Officers taught the 9- week DARE curriculum to (5) schools. There was a 100% graduation rate for all 600 students who attended.
- Outreach partnered with schools for Trunk or Treat & Fall Festivals.
- Outreach attended formal recruitments events, and stayed active with the police academy staff for a continued positive relationship.
- Outreach planned approximately 30 Community Helper Days at local public and private schools where children were presented with a vehicle static display, and educational material about safety.
- Attended several HOA meetings for safety presentations and neighborhood concerns.
- Outreach attended several Boy Scout meetings and a Flag Retirement Ceremony
- Provided an Active Killer presentation at several schools and Houses of Worship
- Outreach led the annual Home for the Holidays Christmas parade

POLICE-COMMUNITY OUTREACH

- Outreach started the “Pub Sub with the Police” program where the Police Department partnered with Publix who provided subs to citizens to eat with officers
- Partnered with Chick-Fil-A to host a Soda Pop with a Cop event that well attended
- Outreach has partnered with the Ormond Beach Regional Library for Frauds and Scams presentation which was well attended.
- The Outreach Crime Prevention Officer attended CPTED For Houses of Worship
- Outreach is responsible for all outside detail requests for off duty officers. We started using a new program Detail Commander, that assists in this time-consuming task. We have had positive feedback.
- Nineteen Students in grades 3, 4, and 5 from Ormond Beach Elementary School participated in the 2023 R.E.A.D. Reading Exploration Adventure and Discovery program. Based on statistics collected by the school in the majority youth attained learning gains on standardized tests as a result of participation in the program.
- Tutors Are Us provided an opportunity for 45 youth in grades k-12 to receive one-on-one and/or small group instruction designed to assist each participant's specific academic goals. Sessions are offered in the Fall and Spring.
- Approximately 300 students participated in OBPAL Summer educational program partnership during the Summer Connections program at South Ormond Neighborhood Center. Programs included science, reading, math and art.
- 338 youth ages 6 - 13 attended field trips provided by OBPAL in partnership with the South Ormond Neighborhood Center in 2023. The trips were to: Daytona Lagoon, Brevard Zoo and the Orlando Science Center.
- 9 Youth Leadership Council members qualified to attend the 2023 State of Florida Association of Police Athletic League's Annual Conference in Orlando in July 2023.
- 27 Ormond Beach Middle School Students in grades 6, 7 and 8 participated in Science on Patrol which increases math and science skills through forensic science-based labs and scenarios.
- OBPAL hosted the 7th Annual Donut Dash 5K on April 20, 2024 at the Trails Shopping Center. Runner participation increased to 284 pre-registered runners. The partnership with the Daytona Running Series continued in 2024 featuring the DD5k as the final race of the series.
- Hosted the Annual OBPAL Holiday Program. Over 100 children and their families participated in the program which included a walk through toy evening and Secret Santa deliveries of bikes and specialty toys.
- 26 youth participated in the OBPAL Travel Basketball program, in 6 tournaments, in 2023. Teams participated in both in state and out of state tournaments. The 14U team placed 2nd in their division at the Florida PAL Tournament, the Eighth-grade team place second at the May Day Hoop Fest in Tampa, FL.
- Fifteen (15) elementary ages youths joined the OBPAL Extra Mile Club offered in partnership with Ormond Beach Elementary school in the spring of 2024.
- Two 2023 Ormond Beach PAL Senior Scholarships of \$1000 were awarded to seniors who actively participate in OBPAL programs.
- Three (3) Do the Right Thing Luncheons were held during the 22-23 school year. Forty-two (42) Ormond Beach Middle School Students were honored for their positive choices and model citizenship.
- Re-implement the Science of Patrol Program for elementary school students.

POLICE-CRIMINAL INVESTIGATIONS

The Criminal Investigations program provides follow up investigations on over 1,500 UCR reported crimes annually and conducts pro-active investigations into illegal drug sales and possession.

POLICE-CRIMINAL INVESTIGATIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	1,327,511	1,527,310	1,571,364	44,054	2.88%
Total	1,327,511	1,527,310	1,571,364	44,054	2.88%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	1,232,655	1,466,965	1,502,232	35,267	2.40%
Operating	94,856	60,345	69,132	8,787	14.56%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,327,511	1,527,310	1,571,364	44,054	2.88%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Police Officer	7.00	7.00	7.00	0.00	0.00%
Sergeant	1.00	1.00	1.00	0.00	0.00%
Corporal	2.00	2.00	2.00	0.00	0.00%
Victim Advocate Coordinator	1.00	1.00	1.00	0.00	0.00%
Evidence/Crime Scene Supervisor	1.00	1.00	1.00	0.00	0.00%
Evidence/Crime Scene Technician	1.00	2.00	2.00	0.00	0.00%
Office Assistant	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Evidence/Crime Scene Custodian	0.50	0.00	0.00	0.00	100.00%
Total	14.50	15.00	15.00	0.00	0.00%

POLICE-COMMUNITY SERVICE AND ANIMAL CONTROL

Community Services provides operational and logistical support to other police department functions such as:

- animal control
- police forensics
- alcohol breath testing
- traffic control
- communications

The program's animal control responsibilities include the investigation, documentation and tracking of animal bite complaints and dangerous/vicious animals throughout the city.

The program also serves as a proving ground for employees seeking to become sworn law enforcement officers with the Police Department.

POLICE-COMMUNITY SERVICE AND ANIMAL CONTROL

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	439,560	444,250	470,374	26,124	5.88%
Total	439,560	444,250	470,374	26,124	5.88%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	365,580	373,735	391,049	17,314	4.63%
Operating	73,980	70,515	79,325	8,810	12.49%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	439,560	444,250	470,374	26,124	5.88%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Community Service Officer	4.00	4.00	4.00	0.00	0.00%
Lead Community Service Officer	1.00	1.00	1.00	0.00	0.00%
Total	5.00	5.00	5.00	0.00	0.00%

POLICE-COMMUNITY SERVICE AND ANIMAL CONTROL

GOALS:

- Promote responsible pet ownership through public awareness speaking at H.O.A. meetings and “Career Days” at schools in the area.
- Double the amount of City Animal Licenses sold to residents through advertising, in the city water bill and social media.
- Expand public awareness and education regarding the availability of Low Cost Spay and Neuter programs.
- Increase the number of animals returned to owners from the Police Department without having to transport to the Humane Society to keep impound fees down social media has been a big help in reuniting animals with their families.
- Increase training and awareness of animal cruelty and dangerous dog issues.
- Partnering with ASPCA Low Cost Vaccination Clinic to assist residents pet vaccination needs.
- Equipping 1 trained CSO with all needed equipment for Chemical Capture
- Send CSO's to continuing education Training Classes now that the classes are becoming more available.
- Making sure the CSO's have all the protective equipment needed to conduct the job safely.

ACCOMPLISHMENTS:

- Community Service Officers continue to fit children with helmets for safe bicycle riding.
- No CSO reported Injuries.
- Continuing to assist patrol with low priority calls like Found and lost property.
- Continue to maintain the Mobile Speed Trailer Fleet.
- Hired and Trained 2 New CSO's
- Continue to participate in community helper day's and speak with children various schools about animal safety and handling.
- Maintain the RTF program for the City with great success, and monetary savings to the City.

POLICE-RECORDS MANAGEMENT

Records Management provides internal upkeep and management of all Police Department records through a computerized records management system, processing approximately 18,000 to 20,000 reports and citations annually. Records personnel also serve as the point of first contact in person representing the Ormond Beach Police Department to respond to information requests. Records personnel are also first point of contact for many incoming telephone calls.

POLICE-RECORDS MANAGEMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	160,439	193,324	197,910	4,586	2.37%
Total	160,439	193,324	197,910	4,586	2.37%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	148,536	179,299	183,385	4,086	2.28%
Operating	11,903	14,025	14,525	500	3.57%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	160,439	193,324	197,910	4,586	2.37%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Records Clerk	3.00	3.00	3.00	0.00	0.00%
Total	3.00	3.00	3.00	0.00	0.00%

POLICE-RECORDS MANAGEMENT

GOALS:

- Continually purge the old report documents that have met the retention schedule. Keeping up to date on the purging will enable the records Unit to have more usable space.
- Maintain an entry rate of 100% for reports and citations that are continually submitted to the unit on a daily basis.
- Maintain the transfer of Uniform Crime Reports entries between the two separate reporting systems with no more than 5 days of backlog.
- Work towards a completely paperless records management system.
- Streamline the report submission process.
 - Implement the use of the Trespass Form in the TRACS software for paperless submission.
 - Negate the need for an incident report where a charging affidavit is completed.
- Transition from UCR to FIBRS reporting
- Hire and train an administrative assistant position within the records unit.

ACCOMPLISHMENTS:

- Successfully uploaded the Uniform Crime Report statistics to the Florida Department of Law Enforcement on time as required.
- Continue to improve and restructured the work flow of the records department.
- Streamlined the report submission process for Baker Act Forms through paperless submission using the TRACS software.
- Streamlined the maintenance of different logs within the unit, creating paperless entry versions submitted to the “PD Records” Drive.
- Hired and trained two new Records Clerks
- Created a master calendar of repetitive tasks that must be completed by the unit.

NEIGHBORHOOD IMPROVEMENT

Neighborhood Improvement investigates approximately 5,600 cases annually to ensure compliance with City codes and ordinances through inspections, neighborhood sweeps, and citizen complaints and inquiries. More specifically, Neighborhood Improvement enforces the City's Land Development Code requirements regarding land use and development regulations, sign usage, as well as environmental code requirements. This Division also enforces the regulations contained in the Code of Ordinances with regard to water restrictions, solid waste and various other regulations. In addition, Neighborhood Improvement processes approximately 760 tree removal permits, conducts approximately 940 landscape inspections for new residential construction, and approximately 75 landscape maintenance inspections on existing commercial sites.

Neighborhood Improvement also coordinates a "partnering" effort with neighborhood associations, interested citizens and civic organizations.

NEIGHBORHOOD IMPROVEMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Code Violations	26,229	28,000	28,000	-	0.00%
General Fund	392,821	468,897	496,896	27,999	5.97%
Total	419,050	496,897	524,896	27,999	5.63%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	350,117	447,355	479,423	32,068	7.17%
Operating	68,933	49,542	45,473	(4,069)	-8.21%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	419,050	496,897	524,896	27,999	5.63%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Neighborhood Improvement Manager	1.00	1.00	1.00	0.00	0.00%
Environmental Enforcement Officer	1.00	1.00	1.00	0.00	0.00%
Neighborhood Improvement Officer	3.00	3.00	3.00	0.00	0.00%
Office Assistant III	1.00	1.00	1.00	0.00	0.00%
Total	6.00	6.00	6.00	0.00	0.00%

NEIGHBORHOOD IMPROVEMENT

GOALS:

- Hire outside vendor to perform services related to Environmental Improvement duties (ISA Certified Arborist) as we continue to search for our future Environmental Officer (full time).
- Expedite the code enforcement notification process with the use of new equipment/technology (Tyler/Munis) as provided by the Information Technology Division. The use of Tyler has begun regarding the tracking of NID citation payment(s).
- Continue proactive pursuit of outstanding balances related to fine amounts and/or services rendered prior to the lien process.
- Achieve full staffing levels and provide all code related education/training as time and resources allow.
- Successfully complete a community partnership project to assist residents that face life challenges which delay/prevent code violations from ultimate compliance.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Number of proactive cases	447	287	301	14	4.88%
Number of reactive cases/complaints	1,746	1,797	1,887	90	5.01%
Days from complaint to first inspection	Less than 48 hrs	Less than 48 hrs	Less than 48 hrs	-	-
Total cases brought into compliance prior to citation	2,174	2,065	2,168	103	4.99%

ESTIMATES
IMPACTED BY
MANPOWER ISSUES ESTIMATES
IMPACTED BY
MANPOWER ISSUES

ACCOMPLISHMENTS:

- As a proactive approach to unsafe structures, the Unsafe Structure Abatement Team (USAT) has been formed and continues to exist. USAT is comprised of the Chief Building Official, City Engineer, Fire Chief, Neighborhood Improvement Division Manager, and a Police Officer. The purpose of USAT is to set forth standards to ensure that structures are safe, sanitary and fit for occupancy and use, the closing and vacating of buildings and structures unfit for human occupancy and use, and if necessary, the demolition of such existing structures.
- Should the Chief Building Official determine that an unsafe structure does not meet the criteria for demolition, the Neighborhood Improvement Division can present the matter before a magistrate and pursue compliance through the hearing process.
- The Neighborhood Improvement Division has significantly reduced the use of paper files except for cases going before the Special Magistrate, cases which have resulted in a City contractor abating the violation, and for new trainees.
- Waste Pro has committed to providing a commercial roll-off container for a community partnership project.

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

The Fire Department is responsible for providing fire protection, technical rescue, hazardous material response/mitigation and emergency medical services within the city limits of Ormond Beach from four (4) fire station locations. The Department personnel include firefighters many of which are certified as Emergency Medical Technicians (EMT's) and certified as paramedics.

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	7,252,266	7,363,742	7,877,046	513,304	6.97%
Total	7,252,266	7,363,742	7,877,046	513,304	6.97%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	6,274,239	5,945,733	6,391,055	445,322	7.49%
Operating	978,027	1,418,009	1,485,991	67,982	4.79%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	7,252,266	7,363,742	7,877,046	513,304	6.97%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Fire Battalion Commander	3.00	3.00	3.00	0.00	0.00%
Captain	12.00	12.00	12.00	0.00	0.00%
Driver Engineer	12.00	12.00	12.00	0.00	0.00%
Firefighters	18.00	18.00	18.00	0.00	0.00%
Fire Chief	1.00	1.00	1.00	0.00	0.00%
Deputy Fire Chief	1.00	1.00	1.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Total	48.00	48.00	48.00	0.00	0.00%

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

GOALS:

- Continue evaluating the fire-rescue system and procedures to improve service.
- Continue to explore cost savings opportunities without reducing services.
- Continue apparatus replacement program - Evaluate apparatus needs; type and function for current, as well as, future needs. Replacement of secondary units such as Brush Trucks, Marine Vessels, Command units.
- Improve Public Fire Safety & EMS Education –
 - Implement improved fire prevention practices, including fire inspections and life safety code enforcement
 - Creation of dedicated Fire Marshal position
 - Implementation of Fire Inspection fee schedule, integration in to BTR process
 - Continue delivering public fire safety and EMS education to our residents
- Grant Assistance - Continue to seek and apply for grant opportunities that will enhance our service delivery.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
100- Fires Total number of calls dispatched as building fires	130	143	157	14	10.00%
200- Overpressure Ruptures, Explosions	1	1	1	0	10.00%
300- Emergency Medical Services	4,633	5,096	5,606	510	10.00%
400-Hazardous Condition	163	179	197	18	10.00%
500- Service Calls	1,510	1,661	1,827	166	10.00%
600- Good Intent Calls	644	708	779	71	10.00%
700- False Alarms	457	503	553	50	10.00%
800- Severe Weather	5	6	6	1	10.00%
900- Special Incident Type	9	10	11	1	10.00%
Real Property Value	15,215,508	16,737,059	18,410,765	1,673,706	10.00%
Fire Loss	583,700	642,070	706,277	64,207	10.00%
Property Saved	14,631,808	16,094,989	17,704,488	1,609,499	10.00%
Public Education Events	30	50	60	10	20.00%
Total number of people touched by Public Education	2,500	5,000	8,000	3,000	60.00%

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

ACCOMPLISHMENTS:

- Fire-Rescue responded to a total of 8,168 incidents in FY 2023, with 3,535 fire-related responses and 4,633 Emergency Medical Services-related responses. Fire Loss Analysis – estimated property loss of \$583,700, with estimate of \$14,631,808 of property saved.
- Creation/utilization of new Public Safety Fund, supported and approved by City Commission.
- Creation of Fire Inspector position, resumed conducting required business fire inspections and plan reviews.
- Improved response safety through equipment installed in apparatus bays, resulting in a \$3,400 grant received from Risk Management provider.
- Purchased an additional extractor/washer for cleaning firefighting PPE (“bunker gear”), and were awarded a \$6,000 firefighter safety grant from the Florida Division of the State Fire Marshal.
- Increased community outreach efforts, began coordinating attendance of events with OBPD Outreach Division, increasing OBFD presence and engagement within the community.

BUILDING INSPECTIONS AND SERVICES

Building Inspections provides the following services:

- review of all construction plans for residential, commercial and industrial construction
- issuance of approximately 3,000 building permits annually
- conducts approximately 13,000 building, plumbing, mechanical and electrical inspections for various types of construction within the City limits of Ormond Beach in accordance with the Florida building Code and other State and local laws.

Occupational Licensing provides the following services:

- issuance of occupational license renewals
- issuance of new occupational licenses
- completion of contractor registrations

BUILDING INSPECTIONS AND SERVICES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Permit Fees	1,173,398	1,535,000	1,535,000	-	0.00%
General Fund	(38,224)	(326,823)	32,364	359,187	-109.90%
Total	1,135,174	1,208,177	1,567,364	359,187	29.73%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	951,168	1,063,601	1,368,308	304,707	28.65%
Operating	184,006	144,576	199,056	54,480	37.68%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,135,174	1,208,177	1,567,364	359,187	29.73%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Chief Building Official	1.00	1.00	1.00	0.00	0.00%
Planning Director	0.00	0.00	0.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Permit Technician	3.00	3.00	3.00	0.00	0.00%
Plans Examiner	1.00	1.00	1.00	0.00	0.00%
Chief Building Inspector	1.00	1.00	1.00	0.00	0.00%
Building Inspector	3.00	3.00	3.00	0.00	0.00%
Engineering Inspector	2.00	2.00	2.00	0.00	0.00%
Fire Inspector	0.00	1.00	1.00	0.00	0.00%
Total	12.00	13.00	13.00	0.00	0.00%

BUILDING INSPECTIONS

GOALS:

- To provide building reviews and inspections to protect the health, safety, and general welfare of the public related to building design, construction, improvements, repair, or demolition.
- To complete permit reviews within adopted timeframes.
- Continue providing time sensitive inspection response (next business day) to contractors and homeowners.
- Continued refinement of the Tyler permitting system for the most efficient use for staff and applicants.
- To provide education and training of the use of the Tyler permitting system.
- To assist new business owners in the completion of the business tax receipt process and providing renewal notices to existing business owners.
- Provide training and professional development for building inspectors and permit technicians.
- Provide building permit review and inspections to emerging subdivisions of Fountain View, Archer's Mill, Bradford lakes, Bradford Park, and RidgeHaven.

ACCOMPLISHMENTS:

- 100% of all building plans were submitted electronically.
- Maintained 24-hour inspection turnaround for all requests.
- Conversion from the Naviline and Project Dox permitting systems to the Tyler permitting system.
- Continued to provide external user training for ProjectDox to Engineers, Architects and builders.
- Completed several complex new building construction projects including Aden at Ormond Beach, Beach House Graphics, Ocean Club and Valiant Diners.
- Permit approval of approximately 6,000 permits.
- Approximately 20,000 inspections throughout the City.

ROADSIDE AND RIGHT OF WAY MAINTENANCE

The Roadside and Right-of-Way Maintenance program is responsible for the maintenance and repair of City Parks and Properties, 150+ mile network of local roads and related public right of way, including:

- vegetation and debris maintenance of road shoulders, and sidewalks
- right-of-way mowing on a contractual basis
- maintenance and grading of 11 miles of unpaved roads and parking lots that are under the maintenance responsibility of the City
- mowing at the Business Park, Airport and the closed class III Landfill

Program costs are offset in part by the Florida Department of Transportation (FDOT) for road shoulder maintenance and mowing rights-of-way on State roads within the City limits of Ormond Beach. Approximately 98 lane miles of roads are maintained in accordance with an agreement between the City and FDOT for State Road 40, US 1, Nova Road, and A1A (10 lane miles added on Nova Rd). Approximately \$99,000 of the \$175,000 FDOT contract amount offsets road maintenance costs with the balance dedicated to drainage maintenance.

In-house city personnel provide the services listed above except for right-of-way mowing which is a contracted operation.

ROADSIDE AND RIGHT-OF-WAY MAINTENANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Right of Way Maintenance	127,138	127,138	127,138	-	0.00%
State Highway Lighting	139,828	135,000	135,000	-	0.00%
General Fund	2,189,532	2,360,125	2,564,376	204,251	8.65%
Total	2,456,498	2,622,263	2,826,514	204,251	7.79%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	1,126,559	1,435,847	1,550,334	114,487	7.97%
Operating	1,329,939	1,186,416	1,276,180	89,764	7.57%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	2,456,498	2,622,263	2,826,514	204,251	7.79%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Public Works Operations Mgr.	0.00	0.00	1.00	1.00	0.00%
Streets Supervisor	1.00	1.00	1.00	0.00	0.00%
Foreman	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker II	9.00	9.00	9.00	0.00	0.00%
Maintenance Worker III	4.00	4.00	4.00	0.00	0.00%
Maintenance Worker IV	3.00	3.00	3.00	0.00	0.00%
Office Assistant II	0.00	0.00	0.00	0.00	0.00%
Public Works Director	1.00	1.00	1.00	0.00	0.00%
Administrative Assistant	0.00	0.00	1.00	1.00	100.00%
Total	19.00	19.00	21.00	2.00	10.53%

ROADSIDE AND RIGHT OF WAY MAINTENANCE

GOALS:

- Respond to calls for customer service by the end of business daily and within 1 hour for after hour call-outs.
- Respond to non-Public Works related work orders by end of business for scheduling.
- Incur no more than twelve (12) reported deficiencies on FDOT inspections yearly.
- Complete FDOT deficiencies with 15 working days.
- Assist in providing traffic control for special events.
- Assist with emergency management issues as they arise.
- Work to create greater efficiency in all aspects of street maintenance and repair.
- Respond to and schedule interdepartmental work orders and utility repairs in a timely manner.

ACCOMPLISHMENTS:

Streets & Right of Way Maintenance

- 12 shell parking lots, boat ramps and driveways were graded on an average of at least twice a month.
- To date, 1420 maintenance work orders completed.
- To date: 10 maintenance work orders completed on FDOT roads. Most of the R/W maintenance was removed from the FDOT MOA.
- 1,252 man-hours were expended assisting other City departments.
- 570 man-hours working for other departments were for maintenance in City Parks (half of all interdepartmental hours).

Asphalt Maintenance

- To date: 162 asphalt work orders were completed repairing city streets, requiring 500 tons of asphalt and 82 bags cold patch (these numbers are mainly due to outside communication contractors causing major damage to City utilities and road surfaces in early FY 23/24).

Concrete Maintenance

- To date: 262 work orders were completed for repairs to City sidewalks, curbs, gutters and catch basin aprons, requiring -180 cubic yards of concrete, 80 tons of recycled concrete, 20 tons of recycled asphalt millings and 220 tons of lime rock base material towards a grand total of 460 cubic yards of road base materials purchased. Also, 170 bags of Portland cement and 140 bags of 5000 psi concrete mix were purchased for smaller projects and utility cuts/repairs.
- To date: 7 work orders completed on FDOT walks, curbs, and gutters, requiring +- 2 cubic yards of concrete

Sign Maintenance

- To date: 469 work orders completed for Traffic Sign installation and repair.

Urban Forestry

- To date: 67 trees removed from City R/W's or properties.

ENGINEERING

The Engineering Department is responsible for the following functions:

- Liaison with consultant engineers for the design and construction management for airport, road, drainage, water and sewer, recreational facility, beautification and other capital improvement projects.
- Survey and mapping and computer aided design for in-house projects that are not contracted to a consultant engineer.
- Site plan review and permitting of proposed development applications and inspection of all residential and commercial development projects.

ENGINEERING

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	1,129,269	1,251,822	1,329,783	77,961	6.23%
Total	1,129,269	1,251,822	1,329,783	77,961	6.23%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	1,080,087	1,180,070	1,253,254	73,184	6.20%
Operating	49,182	71,752	76,529	4,777	6.66%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,129,269	1,251,822	1,329,783	77,961	6.23%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
City Engineer	1.00	1.00	1.00	0.00	0.00%
Civil Engineer	1.00	1.00	1.00	0.00	0.00%
Chief Engineering Technician	1.00	1.00	1.00	0.00	0.00%
Construction Engineer	1.00	1.00	1.00	0.00	0.00%
Engineering Inspector	3.00	3.00	3.00	0.00	0.00%
Deputy City Engineer	1.00	1.00	1.00	0.00	0.00%
Engineering Project Coordinator	1.00	1.00	1.00	0.00	0.00%
Landscape Architect	1.00	1.00	1.00	0.00	0.00%
Permit Technician	1.00	1.00	1.00	0.00	0.00%
Engineering Technician	1.00	1.00	1.00	0.00	0.00%
Total	12.00	12.00	12.00	0.00	0.00%

ENGINEERING

GOALS:

- Coordinate with all departments to complete CIP projects in a timely manner.
- Assist Leisure Service in the completion of a Performing Arts Center Improvements.
- Implement the recommendations of the Downtown Master Plan with Cassen Park redevelopment construction.
- No work-related injuries
- Maintain the staffing levels at 90% or greater.
- Provide education/training toward maintain licensure as time and resources allow.
- To enhance the quality of life for the residents and visitors in Ormond Beach through effective, efficient, courteous, and responsive engineering services.
- Assist with emergency project management as projects arise.
- Complete 75% of assigned capital improvement projects within 30 days of the substantial completion date established with the Notice to Proceed.
- To receive 85% of bids below Engineer's final design cost estimate.
- Increase public involvement in City projects
- Strive to complete franchise and stormwater permit reviews within streamlined timeframes.
- Assist Utilities with Plant improvement projects and maintaining regulatory permitting compliance
- Maintain regulatory permit compliance at the Nova Landfill
- Continue success of preventive maintenance projects including the road repaving, storm water lining, and Sanitary sewer I&I.

ACCOMPLISHMENTS:

- Completed the annual road resurfacing contract with approximately 4.12 miles of City streets repaved.
- Performed restoration improvements to existing deteriorated and leaking stormdrain and sewer pipe at various locations throughout the City, using cured-in-place pipe lining.
- Performed restoration activities to asphalt parking area at the OBSC Tee-Ball fields.
- Commenced construction on a new roadway extension to provide a much needed connection from the Airport Business Park to Pineland Trail.
- In-house designed repairs to the sidewalks on South Ridgewood Ave from Granada Blvd. to Division Ave, and on Tomoka Ave from South Ridgewood to Eileen Butts St. Construction is 100% funded by a Community Development Block Grant.
- Renovation of declined plant material surrounding City Hall, which has been damaged by recent hurricanes.
- Commenced construction to extend Doug Thomas Way, which completes the loop road around the OBSC, allowing bikers, walkers and joggers to exercise within the confines of the park, and park visitors access to amenities within the park, without leaving the park.
- Commenced construction to convert overhead electric service to underground for businesses between Casements Drive and South Halifax Drive. The project will also install conduit/wiring to provide power to the east Granada medians.

ENGINEERING

- Lift Station Rehab – IIM and OBSC – Completed construction of the rehabilitation of two lift stations to update electrical service and systems, replaced controls, piping, and SCADA instrumentation.
- Completed construction and replacement of corroded and deteriorated fitness equipment at the Nova Community Park. The project includes installation of 8 pieces of equipment along the Nova Community Park trail.
- Completed construction on this project for HVAC upgrades at the police station by upgrading the air handler and replacing the variable air volume (VAV) boxes, and thermostats
- Completed renovations to the Performing Arts Center. The scope included reno of the lobby; a donor wall, improving the exterior façade; modifications to the restrooms; an art installation; upgrades of floor, window, and wall coverings; and an exterior canopy at the entrance. The project was partially funded by an ECHO grant.
- Completed construction for upgrades to the Water Reclamation Facility to include master lift station pump replacement, sludge decant building rehab, bulk polymer tank improvements, post anoxic mixer installation, and chemical feed building repair/replacement.
- Arbor Drive Drainage Improvements – Completed in-house design and constructed approximately 750 feet of reinforced concrete pipe, replaced 5 and installed 2 new stormwater inlets, and created a new headwall structure on the Halifax River.
- Amsden Road Drainage Abandonment – A stormwater pipe that was replaced and upsized in 2002 was abandoned but not removed, had begun to collapse in areas causing depressions in the roadway. Flowable fill was used to fill the pipe in-place, reducing impact on residents and minimizing restoration costs.
- Rebuilt the Hammock Lane north lake overlook built in the early 1990's and past it's useful life. The project included adding ADA handrails to the east and west ramps.
- Shade Structure & Netting Replacement – In-house designed project which replaced damaged shade structures at the Ormond Beach Sports Complex, Fire Station 91 playground, and Andy Romano Beachfront park.
- ARBP Stair Replacement – In-house designed project which replaced the beach access stairs damaged by the hurricane.
- In-house designed project replacing Ames House roof damaged by the hurricane.
- Painted traffic signals at the intersection of SR40 & US1, SR40 & Orchard Street, and SR40 & Nova Road.
- Street Light Maintenance – Continuation of an ongoing project to replace the existing HPS fixtures in street lights on Nova Road with LED fixtures which reduce energy consumption and provide improved lighting. 36 fixtures were replaced.
- OBSC Baseball Netting Replacement – Repainted the support posts and replace safety netting between the three baseball fields.
- Nova Sports Field Reconstruction – Replaced softball field 2 infield and partial outfield area to become a youth sized baseball field, and renovated fields 3-5 to include new clay, drainage improvements, Bermuda sod, irrigation, and new rubber bases. This project is partially funded by an ECHO Grant.
- OBSC Softball Quad Field Lighting – Replaced existing outdated, old technology light fixtures with LED fixtures to reduce energy consumption and provide improved lighting for the softball fields. This project is partially funded by an ECHO Grant.

ENGINEERING

- Shadow Crossings Reuse Pump Facility Upgrades – Completed upgrades to the including new pumps, control panel, electrical service, suction and discharge pipe connections, manifold headers, concrete pedestals.
- Completed design and commenced construction to replace approx. 12,000 feet of 2” galvanized steel water pipes having met/exceeded their service life on 20 streets in the North Peninsula.
- Lift Station Backup Pumps – Ordered emergency backup pumps for installation at 4 locations Walmart/Bermuda Estates, 1P/Ocean Village Villas, 2M/South Beach Street, and Saddlers Run. Manufacturing lead time is 10 months. This project is partially funded by a Florida Division of Emergency Management HMGP grant.
- Storm Water In-Line Check Valves – This in-house designed project to install check valves on 23 culverts connecting various City streets to tidally influenced waters of Thompson Creek, and the Halifax River. The project was bid and construction will commence fall 2024. The project is partially funded by a SJRWMD grant.
- WRF Ultraviolet Disinfection Conversion – This project to convert the existing chlorine disinfection process to ultraviolet was designed and bid. The project also includes major structural and electrical upgrades to facilitate the conversion. Construction will commence in early fall 2024.
- Design completed to redevelop Cassen Park. Construction will commence fall 2024.
- SR40 Water and Force Main Loop – Design was completed for this project to construct 4,316 LF of 12”, and 4,681 LF of 16” water main, and 12,707 LF of 10” and 7,319 LF of 12” force main, with associated hydrants, valves, and appurtenances, to complete a loop to create additional resiliency and better water quality tin the southwest service area. Construction will commence fall 2024.
- Hudson Wellfield Expansion – Design was completed for this project to drill three new water wells adjacent to Airport Road at SR40. The project will meet rising water demands and provide redundancy in the City’s raw water source. Construction will commence fall 2024.
- ARBP Repairs – Design was completed for this project to repair/replace the damaged seawall and ADA ramp at the park. Construction will commence fall 2024.

FLEET OPERATIONS

Fleet Operations is a support service function of city government provides a comprehensive array of repair and preventative maintenance services for a fleet of approximately 229 vehicles and 399 pieces of equipment and other non-rolling stock. Fleet Operations core services include:

- maintaining a parts shop and inventory
- coordination of all sublet repairs
- management of the City's vehicle replacement program
- overseeing operations of the City's central fueling facility
- maintaining management and billing information for all vehicles and equipment

As an "internal service" operation, Fleet Maintenance recovers its labor and overhead through an hourly labor rate billed to user departments and from a 25% surcharge levied on parts and sublet repairs and a 10% surcharge on fuel. The cost of all parts and sublet repairs are charged directly to the user department.

FLEET OPERATIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	1,903,160	1,823,290	1,900,237	76,947	4.22%
Total	1,903,160	1,823,290	1,900,237	76,947	4.22%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	442,584	418,666	468,911	50,245	12.00%
Operating	1,460,576	1,404,624	1,431,326	26,702	1.90%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,903,160	1,823,290	1,900,237	76,947	4.22%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Garage Supervisor	1.00	1.00	1.00	0.00	0.00%
Fleet System Specialist	1.00	1.00	1.00	0.00	0.00%
Mechanic II	1.00	1.00	1.00	0.00	0.00%
Mechanic III	2.00	2.00	2.00	0.00	0.00%
Part-time Positions:					
Courier (part-time)	0.50	0.50	0.50	0.00	0.00%
Total	5.50	5.50	5.50	0.00	0.00%

FLEET OPERATIONS

GOALS:

- Focus Fleet Operations on rolling stock by subletting of small repairs and maintenance of handheld equipment.
- Maintain vehicle downtime of no more than 9% for all Fire and Police vehicles.
- Maintain an average productivity rate for all mechanics of 88% that generates billable labor rate hours from work orders.
- Utilize sublet vendors who have technicians that can come on site for repairs to reduce vehicle downtime.
- Price shop parts vendors to achieve maximum savings.
- Continue to provide for efficient, timely and cost effective delivery of repair and maintenance service to the City.
- Pursue options for succession planning within Fleet Operations
- Continue implementation of cost savings on sublet work orders
- Communicate with outside departments to determine what their future vehicle and equipment needs are to better prepare for vehicle / equipment replacements.

ACCOMPLISHMENTS:

- Streamlined preventative maintenance scheduling with all departments.
- Achieved a downtime rate of 6.4% for all emergency vehicles.
- Continued reduction in parts inventories by Identifying obsolete parts and provide a cost-effective recovery and disposal program.
- Continue being a GM Warranty Certified repair facility.

ECONOMIC DEVELOPMENT

The City's Economic Development Department promotes development and redevelopment in Ormond Beach, including the Airport Business Park, downtown, and other areas within the community. In addition, Economic Development works closely with private property owners and City and County officials in the creation and development of a business park in the area along north US1 and Interstate 95. Economic Development also markets the City of Ormond Beach to prospective businesses and visitors.

ECONOMIC DEVELOPMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	382,412	410,971	437,322	26,351	6.41%
Total	382,412	410,971	437,322	26,351	6.41%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	161,692	168,389	173,682	5,293	3.14%
Operating	106,577	133,582	166,640	33,058	24.75%
Capital	-	-	-	-	0.00%
Economic Incentives	114,143	109,000	97,000	(12,000)	-11.01%
Total	382,412	410,971	437,322	26,351	6.41%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Economic Development Dir.	1.00	1.00	1.00	0.00	0.00%
Total	1.00	1.00	1.00	0.00	0.00%

ECONOMIC DEVELOPMENT

GOALS:

- Retain industrial businesses through visitation program and assist with expansion projects.
- Conduct annual Business Retention Survey of target industry in the City to keep a pulse on business sentiment.
- Work with key target businesses in plant expansion and job creation initiatives.
- Collaborate with economic development partners to market & attract out-of-state businesses/visitors to the City.
- Develop/Implement Main Street economic development initiatives.
- Encourage ER/medical presence on the beachside.
- Repurpose Riverbend airport property.
- Manage City's Business Park including:
 - Prepare marketing material and promote development opportunities at the airport and business park for attraction and expansion of target industry.
 - Work closely with businesses on improvements to the electrical, cellular and internet infrastructure.
 - Work with Public Works to develop plans and construct the extension of Business Park Drive, a secondary access road for the Airport Business Park.
 - Complete the design, engineering, and begin construction of the 15-acre city-owned property in the airport business park.
- Work closely with the owners of Ormond Crossings as they continue the development of the Ormond Crossings Master Plan.

ACCOMPLISHMENTS:

- Worked with businesses throughout the City to retain and expand their operations and employment base. Expansions included Beach House Graphics, Valiant Modular, and Germfree.
- Conducted annual business visitation program, visiting over 50 companies in the city.
- Implemented a social media marketing campaign supporting and promoting economic development in Ormond Beach. Efforts included the publication of a dozen evergreen articles and quarterly social media posts.
- In partnership with Volusia/Flagler SCORE hosted an in-person session of the Kauffman FastTRAC Program graduating 12 entrepreneurs/small business owners. The 10-week workshop concluded with a pitch competition and graduation celebration.
- In collaboration with the Ormond Beach Chamber of Commerce, updated and published a new edition of 'Doing Business in Ormond Beach'.
- Assisted in the development and promotion of the City's legislative priorities for state appropriation funding.
- Provided leadership and consultation to the Ormond Beach Chamber of Commerce, Main Street Inc., and Team Volusia EDC organizations to improve the business climate in the City.

PARKS AND GROUNDS MAINTENANCE

Parks and grounds maintenance program is responsible for:

- routine grounds maintenance
- mowing, general beautification and upkeep of all City's parks and on-site buildings to include:
 - grass mowing
 - flower bed and shrub maintenance
- maintenance and trash collection of the medians along AIA and State Road 40

With the exception of the Memorial Art Gardens, all parks and ground maintenance is performed on a contracted basis.

PARKS AND GROUNDS MAINTENANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	2,582,316	2,650,336	2,706,533	56,197	2.12%
Total	2,582,316	2,650,336	2,706,533	56,197	2.12%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	372,926	402,934	408,292	5,358	1.33%
Operating	2,209,390	2,247,402	2,298,241	50,839	2.26%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	2,582,316	2,650,336	2,706,533	56,197	2.12%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Maintenance Foreman	1.00	1.00	1.00	0.00	0.00%
Contract Manager	1.00	1.00	1.00	0.00	0.00%
Tradesworker	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker II	1.00	1.00	2.00	1.00	100.00%
Part-time Positions:					
Maintenance Worker II (4)	2.00	2.00	1.00	-1.00	-50.00%
Total	6.00	6.00	6.00	0.00	0.00%

PARKS AND GROUNDS MAINTENANCE

GOALS:

- Ensure all parks and grounds are inspected biweekly to ensure safety, accessibility and cleanliness
- Monthly safety meetings
- Quarterly meetings with park staff to discuss progress and course of maintenance
- Additional leaf blowing removal/pressure washing of added concrete and wood paths
- Assist building maintenance in preparation for special events
- Daily staff meetings prioritizing Parks repairs and upgrades
- Maintain the appearance of City parks and facilities through regular maintenance
- Assist Building Maintenance with large projects

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Number acres of passive park	79	79	79	-	0.00%
Number of acres of active park	528	528	528	-	0.00%
Number of park acres maintained	607	607	607	-	0.00%
Number of volunteer hours	14,510	20,000	30,000	10,000	50.00%
Number of children registered in summer programs	130	140	147	7	5.00%
Number of available spaces in summer programs (number of registered that are placed)	130	140	147	7	5.00%
Number of children in jurisdiction	7,769	7,870	7,975	105	1.33%

PARKS AND GROUNDS MAINTENANCE

ACCOMPLISHMENTS:

- Responded to emergency issues (Vandalism, Fire, Etc.) throughout city Parks within 1 hour
- Maintained files for photographs and supporting documents
- Refurbished Memorial Gardens benches
- Refurbished Rockefeller Gardens picnic tables
- Followed standard work schedule for all part-time and full-time employees covering all parks for each week
- Continuation of repairs as required in the parks
- Weekly meetings with Parks staff to discuss progress and course of maintenance
- Additional leaf blowing and pressure washing of added concrete and wood paths
- Communicated with Building Maintenance the park needs to ensure buildings are clean, safe, and inviting to the public
- Worked with Building Maintenance in preparation for Independence Day Event
- Maintained a high level of appearance and safety
- Continual support of the Riverbend Bike Trail
- Number of accomplishments cross with Building Maintenance
- Consistent Magic Forest and Skate Park inspections
- Worked with the EDC for Community Gardens maintenance issues (Dirt deliveries, etc.)

LEISURE SERVICES ADMINISTRATION/REGISTRATION

Leisure Services Administration provides the executive leadership and guidance necessary to carry out the mission, goals and policies for recreational, cultural, senior center, special events, special populations, and athletic field's maintenance programs. Leisure Services Administration also processes enrollment and completes registrations for:

- Youth and adult recreation programs
- Contractual instructor classes
- Gymnastics
- Summer camp programs
- Tennis programs
- Field and park rentals

Leisure Services manages recreation center activities held at Nova Community Center, South Ormond Neighborhood Center, Ormond Beach Gymnastics Center and Performing Arts Center.

LEISURE SERVICES ADMINISTRATION/REGISTRATION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Liability Insurance	13,443	13,000	13,000	-	0.00%
ARBFP Concession Rental	5,833	10,000	10,000	-	0.00%
General Fund	673,873	796,430	856,360	59,930	7.52%
Total	693,149	819,430	879,360	59,930	7.31%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	460,944	581,507	636,289	54,782	9.42%
Operating	232,205	237,923	243,071	5,148	2.16%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	693,149	819,430	879,360	59,930	7.31%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Leisure Services Director	1.00	1.00	1.00	0.00	0.00%
Asst. Leisure Services Director	1.00	1.00	1.00	0.00	0.00%
Recreation Program Specialist	1.00	1.00	1.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Office Assistant III	2.00	2.00	2.00	0.00	0.00%
Part-time Positions:					
Office Assistant I	0.50	0.50	0.50	0.00	0.00%
Total	6.50	6.50	6.50	0.00	0.00%

LEISURE SERVICES ADMINISTRATION/REGISTRATION

GOALS:

- Continue to update Leisure Service website to become more user friendly and focus more on programming and activities.
- Apply for Tree City USA Growth Award through National Arbor Day Foundation in order to retain Ormond Beach's Tree City USA designation.
- Mayor's Health and Fitness Challenge.
- Expand advertising for summer camps and yearly programming.
- Partner with Engineering and Grants Coordinator to apply for ECHO grants.
- Continue to promote the existing Memorial Tree program
- Expand the continued use of volunteers
- Apply for departmental awards and accolades through agencies including FFEA.
- Continue to implement Hometown Heroes Banner Program
- Achieve all City Commission goals for Leisure Services for FY 2024-25 by the end of the fiscal year
- Continue harmonious relationship with Leisure Services Advisory Board to build a stronger community
- Continue to provide exceptional customer service to the residents of Ormond Beach
- Host Earth Day at Environmental Discovery Center to incorporate tree distribution and educational sessions
- Research new field condition reporting line for Sports Complex
- Develop new programming at SONC new gym

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
# of Field/Park/Facility Rentals	544	650	700	50	7.69%
# of Online Registrations	907	1,000	1,050	50	5.00%
Efficiency/Effectiveness:					
Achieve City Commission Goals	100%	100%	100%	-	0.00%
Customer Satisfaction %	90%	90%	90%	-	0.00%

LEISURE SERVICES ADMINISTRATION/REGISTRATION

ACCOMPLISHMENTS:

- Obtained the Tree City USA Growth Award
- City was once again designated as Tree City USA
- Employee Appreciation Day event
- Hosted successful Summer Camp Connections and Enviro Camp Programs and revamped Camp T-Rec Program
- Helped facilitate State of City
- Expanded involvement with Volusia County Recreation Directors' Association
- Three, free fishing tournaments were once again held this year.
- Continued to update and improve new registration software for Leisure Services programming
- Recreation Program Specialist increased social media presence of all Leisure Services activities.
- Continued to assist our veterans with the Hometown Heroes application process, banner delivery, and drive-through luncheon
- Assist with ECHO grant process for new applications
- South Ormond new gym addition and program implementation
- Worked in partnership with YMCA to ensure dog park facility is maintained to a high standard for our citizens
- Continued to promote the existing Memorial Tree program
- Implemented new field condition reporting software (Statusfy)
- Won three FFEA Awards for original programming

THE CASEMENTS

The Casements is the flagship community enrichment center on the peninsula serving nearly one third of the city's population. Programs that take place at The Casements, in Central Park or as outreach experiences include:

- environmental education such as urban homeowner's landscape conservation
- organic gardening
- safe boating
- manatee and wildlife protection classes and the arts
- Youth-at-Risk programs through story-telling
- computer enrichment classes
- arts and literacy education

Programs and classes offered at Osceola School and the Casements raise confidence and self-esteem to benefit youth, serve families and enhance community values.

As a historic facility, the former home of John D. Rockefeller, Sr., a Great Floridian is on the National Register for Historic Places and is an echo-tourism destination for visitors in Ormond Beach. It serves as an important landmark and symbol of historic preservation for the community within an urban park setting of leisure service facilities.

THE CASEMENTS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Casement Fees	79,870	75,000	75,000	-	0.00%
General Fund	261,656	314,713	314,473	(240)	-0.08%
Total	341,526	389,713	389,473	(240)	-0.06%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	197,342	225,207	224,502	(705)	-0.31%
Operating	144,184	164,506	164,971	465	0.28%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	341,526	389,713	389,473	(240)	-0.06%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Cultural Center Coordinator	1.00	1.00	1.00	0.00	0.00%
Special Events Tech	0.00	1.00	1.00	0.00	100.00%
<u>Part-time Positions:</u>					
Maintenance Worker (2)	1.00	1.00	1.00	0.00	0.00%
Recreation Leader (2)	1.00	1.00	1.00	0.00	0.00%
Special Events Tech (1)	0.50	0.50	0.50	0.00	0.00%
Total	3.50	4.50	4.50	0.00	0.00%

THE CASEMENTS

GOALS:

- Expand revenue through rentals, programs and events.
- Expand Gallery exhibits to local artists and groups
- Grow sponsorships for community events.
- Continue partnerships with Ormond MainStreet, Ormond Memorial Art Museum and Gardens, The Ormond Beach Historical Trust, Ormond Beach Chamber of Commerce, National Multiple Sclerosis, Runner's High, Ormond Beach Rotary, The Antique Automobile Association, Realty Pros and The Jewish American Society as it relates to the various community events held on our property.
- Continue monthly "Movies on the Halifax".
- Plan and execute another Father-Daughter Dance for children 7-12 years old.
- Plan and execute a weekday lunchtime concert series downtown on The Casements North Lawn.
- Continue to plan and execute monthly attractions for guests during the "Art Walk" each 1st Saturday.
- Obtain recognition from FFEA for a unique and successful community event.
- Continue monthly gallery exhibit videos to promote exposure.
- Expand on children's scavenger hunts during the holiday for the upcoming year.
- Create new StoryStroll programs for the holiday season and summer.
- Partner with The Casements Guild to produce another night with "The Three Mrs. Flager's".
- Offer a Fall program for the Halloween season.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
Attendance/Participants:					
Special Events	56,262	59,000	65,000	6,000	10.17%
Tours *	46,193	40,000	45,000	5,000	12.50%
Programs/Classes	320	300	325	25	8.33%
# Rentals:					
Rentals/Groups - Casements	92	100	150	50	50.00%
Rentals/Groups - Riverbridge	82	90	100	10	11.11%
Efficiency/Effectiveness:					
Overall "satisfied/very satisfied" %	95	95	95	-	0.00%

THE CASEMENTS

ACCOMPLISHMENTS:

- The Casements continues to be the only beachside cultural center that offers fitness, cooking, art and various educational opportunities.
- The Casements continues to partner with Ormond MainStreet for Celtic Festival, Taste of Ormond and Riverfest.
- The Casements worked with Songwriters Showcase of America to offer the annual "Ormond LIVE! event.
- Worked with the National MS Society with their annual bike race.
- Worked closely with the Seaside Herb Society to plan and execute their annual Herb Faire and Plant Sale.
- Assisted members of the Ormond Beach Garden Club to plan and execute their annual Flower Show and Tea.
- Worked with the coordinator of Sophies Circle to offer their annual bridge walk.
- Hosted the annual Memorial Day program in Rockefeller Gardens; Community Events Departments Art in the Park, organizing and installing the Girl Scouts of the Citrus Council Art Exhibit; City's Independence Day Celebration.
- Worked with members of the Antique Automobile Club to host their annual Gaslight Parade and Antique Car Show.
- Assisted members of Mainland High School's ROTC and The Casements Guild to decorate The Casements for the holiday season.
- Assisted The Casements Guild in offering a Mother's Day Tea.
- Worked with The Casements Guild to plan/ execute the 45rd annual Christmas Gala.
- Planned and executed a successful "Breakfast with Santa" with over 360 guests offering a QR code to aid in streamlining ticket sales.
- Worked with Community Events to offer "Holidays at The Casements" outdoor concert.
- Created a new Holiday Challenge, "Reindeer Roundup" for our younger guests.
- Participated in the Ormond MainStreet "Christmas in July" event with photo opportunities with Santa, as well as the Reindeer Roundup Scavenger Hunt.
- Created a monthly newsletter for The Casements for those who don't use Facebook, and have added another 483 emails to our mailing list.
- Assisted Ormond Rotary Club with the Craft Beer Festival.
- Continued the educational facts each week on Facebook under the caption of "Did You Know?" ➤ The Casements Gallery hosted monthly exhibits with local artist groups and photographers. ➤ Hosted the first annual "Young Photography" exhibit in memory of city photographer, David
- Offered eight monthly "Once Upon a Storytime" events for children ages two-four with a story, craft and special treat, sponsored by Morejon Andrews Orthodontics.
- Offered three weeks of watercolor workshops with artist, Janet Rogers.
- Planned and executed, "Swing Into Spring" with three free concerts in May on Thursday evenings. ➤ Held the 45th annual Guild Appreciation Luncheon sponsored and catered by Amber's Jewel Catering outside on the stage in Rockefeller Gardens.
- Participated in the ECHO Ranger program with two site visits, in February and September. Children toured the home and created a bookmark to take home.
- Our "Movies on the Halifax" event happened every first Friday of each month weather permitting

THE CASEMENTS

ACCOMPLISHMENTS:

- Worked with Ormond MainStreet and the Volusia County Library to offer a free "StoryStroll" in Rockefeller Gardens for the holiday season.
- Reached 6000 followers on Facebook and 2074 on Instagram.
- Replaced the Dance Room and Hallway floors with new wood floors, matching the existing Atrium floors.
- Repaired some damaged wood on the Atrium floors.
- Worked with The Casements Guild to replace the Gift Shoppe cabinets.

PERFORMING ARTS CENTER

The Ormond Beach Performing Arts Center (OBPAC) consists of an auditorium, rehearsal room, studio and music rooms for City-sponsored groups, professional theater and musical productions. The Center has a seating capacity for 627 people and is built in a fan-shaped, stadium-style configuration.

The Center is also used for many activities, to include:

- | | |
|-----------------------|----------------------------|
| ➤ Youth dance classes | ➤ Additional dance classes |
| ➤ Recitals | ➤ Acting classes |
| ➤ Senior shows | ➤ Voice and piano lessons |
| ➤ Music events | ➤ Children's choir |
| ➤ Children's theater | ➤ Cultural arts classes |
| ➤ Workshops | ➤ Activities seminars |

PERFORMING ARTS CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Tickets/Concessions	-	27,000	27,000	-	0.00%
General Fund	302,366	272,738	350,975	78,237	28.69%
Total	302,366	299,738	377,975	78,237	26.10%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	161,741	158,080	224,803	66,723	42.21%
Operating	140,625	141,658	153,172	11,514	8.13%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	302,366	299,738	377,975	78,237	26.10%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
P.A.C. Supervisor	1.00	1.00	1.00	0.00	0.00%
Assistant P.A.C. Supervisor	0.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Maintenance Worker (2)	1.00	1.00	1.00	0.00	0.00%
Recreation Leader (1)	0.50	0.50	0.50	0.00	0.00%
Box Office Attendant (2)	1.00	1.00	1.00	0.00	0.00%
Total	3.50	4.50	4.50	0.00	0.00%

PERFORMING ARTS CENTER

GOALS:

- Achieve a 90% or better satisfaction rating from show producers, classes and instructors.
- Seek business partnerships to generate grants/donations.
- Achieve 80% or better of return contracts/rentals.
- Maintain total visits at over 40,000 for shows.
- Produce a 12-day children's summer theatre/production camp through partnership with local theatre/children's arts group.
- Produce a nine-day summer dance camp through local partnerships.
- Increase rental/facility revenue by partnering with local producer to bring in national performers.
- Work with internal show groups to improve ticket sales.
- Seek alternative revenue by increasing daily event rentals for studios/dance rooms.
- Increase day-to-day volunteerism with internal show groups.
- Increase online ticket sales by two percent over last year through public awareness campaign.
- Research other area theatre rental prices and procedures.
- Update PAC building rental agreement to include new usher, parking attendant and venue rental rates.
- Establish traveling producer/production list to increase show rentals.

PERFORMANCE MEASURES:

	Actual FY 2021-22	Actual FY 2022-23	Estimate FY 2023-24	Change FY 2022-23 to FY 2023-24	% Change FY 2022-23 to FY 2023-24
Workload:					
Rentals	717	741	772	31	4.18%
Shows/Rentals Attendance	17,220	8,140	39,326	31,186	383.12%
New Contracts	4	-	6	6	600.00%
Not for Profit Shows	13	5	15	10	200.00%
For Profit Shows	20	2	22	20	1000.00%
Efficiency/Effectiveness:					
Returning Contracts	15	7	18	11	157.14%
Customer Satisfaction %	95%	95%	95%	0%	0.00%

PERFORMING ARTS CENTER

ACCOMPLISHMENTS:

- The Performing Arts Center Supervisor conducted a survey rental rates for area venues to set new rates based on current and comparable rental pricing information.
- The Performing Arts Center implemented new rental rates and the changes to all volunteer status of ushers.
- The Performing Arts Center Supervisor researched and contacted performing arts organizations and presenters to develop new rental business.
- The Performing Arts Center hosted the Leisure Services Hometown Heroes drive-through event.
- The Performing Arts Center hosted the Friends of the PAC Black Tie VIP Reception on reopening of the Performing Arts Center building following the completion of the renovation project.
- The Performing Arts Center hosted the Children's Musical Theater Workshop Summer Camp Program, as well as their dance and musical theatre classes throughout the year and continues while the building is under construction.
- The Performing Arts Center hosted Victor Wainwright and The Train fundraiser for the Friends of the OBPAC.
- The Performing Arts Center hosted the public Open House on the reopening weekend with performances by the Seabreeze High School Music program and Children's Musical Theatre Workshop.
- The Performing Arts Center hosted the Edwards Twins concert.
- The Performing Arts Center hosted Chris Ruggiero in concert.
- The Performing Arts center hosted Ernie Haase and Signature Sound concert.
- The Performing Arts hosted Start Spreading The News With Liza and Frank concert.

SENIOR CENTER

The Senior Center program coordinates the activities of a multi-purpose center that includes programs for persons over 55 years of age in the following areas:

- Health
- Arts
- Languages
- Nutrition
- Theater
- Personal finance
- Technology
- Music

The Center also offers classes and activities for physically and mentally challenged citizens and those with other special needs.

In addition, the Center hosts the Ormond Senior Games and maintains the Mainland Council on Aging Senior Congregate Dining and Meals on Wheels programs.

SENIOR CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Senior Center	13,164	5,000	5,000	-	0.00%
General Fund	78,861	113,154	114,839	1,685	1.49%
Total	92,025	118,154	119,839	1,685	1.43%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	1,990	19,382	20,486	1,104	5.70%
Operating	90,035	98,772	99,353	581	0.59%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	92,025	118,154	119,839	1,685	1.43%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Part-time Positions:</u>					
Rec Leader (1)	0.50	0.50	0.50	0.00	0.00%
Total	0.50	0.50	0.50	0.00	0.00%

SENIOR CENTER

GOALS:

- Monitor the management agreement with Council on Aging to ensure terms of the contract are met.
- Expand evening and weekend rentals to increase revenue wherever possible.

ACCOMPLISHMENTS:

- Continued the Council on Aging Lease Agreement for Operation and Meals on Wheels Congregate Dining.
- The Senior Center hosted Granada Squares Dances.
- The Senior Center hosted City staff meetings and Advisory Board meetings.
- The Senior Center hosted meetings of the Police Explorers.
- The Senior Center hosted the Tomoka Oaks Home Owners Association meeting.
- The Senior Center hosted rentals for Family Reunions, Birthday and Graduation parties.

COMMUNITY EVENTS

Community Events coordinates and produces community and City-sponsored holiday and cultural events such as the Fireworks on the Halifax & Independence Day Celebration, Santa Land, Holiday Parade, Art in the Park and the Birthplace of Speed Celebration. This division also coordinates various celebrations, dedications, remembrances, groundbreakings, historical celebrations and various other official City events. Assistance is also provided to other City departments, boards and committees, outside agencies and community service clubs with the presentation of their event schedules.

COMMUNITY EVENTS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	215,820	246,067	271,632	25,565	10.39%
Total	215,820	246,067	271,632	25,565	10.39%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	89,047	111,344	115,980	4,636	4.16%
Operating	126,773	134,723	155,652	20,929	15.53%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	215,820	246,067	271,632	25,565	10.39%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Community Events Coordinator	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Community Events Leader (2)	1.00	1.00	1.00	0.00	0.00%
Total	2.00	2.00	2.00	0.00	0.00%

COMMUNITY EVENTS

GOALS:

- Continue to increase sponsorships for all annual community events.
- Continue to add new elements of health, wellness and education to the annual Mayor's Health & Fitness Challenge. Secure businesses that will provide sponsorship or be a Perks & Wellness partner during the challenge and offer additional health, wellness and educational opportunities to the challengers, to enable them to achieve their goals.
- Host three Reel in the Fun free, annual kid's fishing tournaments.
- Continue the development of the popular Art in the Park event to encompass additional components for children and event amenities.
- Assist with Memorial Day Remembrance Service event with the cooperation and support of the Memorial Committee.
- Assist with Senior Games events with the cooperation and support of the Senior Games Board.
- Develop new partnerships for the major annual events: July 4th Independence Day Celebration, Summer Sounds Free Concert Series, Veteran's Day Celebration, Home for the Holidays Parade, Art in the Park, Memorial Day Remembrance Service and three Reel in the Fun kid's fishing tournaments.
- Assist with the organization and programming for the annual Hometown Heroes Ceremony with sponsor Halifax Health.
- Increase volunteer participation for event support.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Community Events					
Workload:					
Events Total	5	26	40	14	53.85%
Non-annual events	6	14	30	16	114.29%
Efficiency/Effectiveness:					
Customer Satisfaction % - Events	94%	94%	94%	-	0.00%

COMMUNITY EVENTS

ACCOMPLISHMENTS:

- Continued with community partnerships with many non-profits and civic groups including: Kiwanis Club, Lions Club, Boy & Girl Scouts, Ormond Beach Historical Society, The Casements Guild, Ormond Main Street, Ormond Beach Chamber of Commerce, American Legion Post 267, Civil Air Patrol, Disabled American Veterans, PACE, and Seabreeze High School.
- Hosted the Arbor Day Tree Planting and partnered with EDC Coordinator to include an arts and crafts project.
- Three successful kid's fishing tournaments were planned and presented. New and return sponsors contributed prizes, fishing poles, tackle and refreshments for the participants.
- Applied for and received grant from Florida Fish and Wildlife for free fishing poles to distribute during Reel in the Fun fishing tournaments.
- City and Memorial Day Committee hosted the Memorial Day Remembrance Service.
- Produced and organized a successful Veteran's Day Celebration for local veterans and guests.
- Produced and organized a successful Hometown Heroes Celebration for 100 local banner recipients and guests.
- Staff programmed and facilitated several successful holiday events including:
 - Decorating City Hall tree with students from PACE Center
 - Holidays at The Casements Concert
 - Breakfast with Santa
 - Letters to Santa
 - Home for the Holidays Parade
- Successfully hosted the Independence Day Celebration on July 4th.
- Hosted three Summer Sounds Free Concerts.
- Assisted with many cross-departmental events: Employee Appreciation Day Luncheon, PAC Ribbon Cutting & Grand Reopening, Citizens Academy, Seabreeze Booster Club Ribbon Cutting, Earth Day, Proclamation presentation to FDOT's Secretary Jared Perdue
- Assisted with City Commission workshops, shade meetings and strategic planning sessions.
- Assisted with State of the City luncheon and presentation.
- Assisted with Senior Games events.
- Planned, coordinated and presented the Mayor's Health & Fitness Challenge.
- Attended Easter Jam at Calvary Christian Church
 - Breakfast with Santa
 - Letters to Santa
- Successfully hosted the Independence Day Celebration on July 4th.
- Hosted three Summer Sounds Free Concerts.
- Assisted with many cross-departmental events: National Night Out, and Employee Appreciation Day Luncheon.
- Assisted with the monthly "Walk with the Manager" program.
- Assisted with City Commission workshops and shade meetings and strategic planning session.

COMMUNITY EVENTS

- Assisted with State of the City luncheon and presentation.
- Assisted with Senior Games events.
- Planned, coordinated and presented the Mayor's Health & Fitness Challenge.
- Coordinated and assisted with the South Ormond Neighborhood Gymnasium renaming.
- Coordinated and assisted with the Joe and Elwillie Daniels Neighborhood Gymnasium outdoor basketball court ribbon cutting.

ENVIRONMENTAL DISCOVERY CENTER

The Environmental Discovery Center's mission is to foster an awareness and appreciation of the natural environment by providing stimulating environmental education programs that inspire participants to be active stewards of their surrounding natural resources.

The City of Ormond Beach's Environmental Discovery Center (EDC) provides visitors with a glimpse into the diverse ecosystems of Ormond Beach, specifically Central Park. This 2,000 square foot facility is designed to be self-guided. The building serves as a hub for the programming and special events that will immerse visitors in these ecosystems and provide hands-on education.

ENVIRONMENTAL DISCOVERY CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	215,222	205,132	222,782	17,650	8.60%
Total	215,222	205,132	222,782	17,650	8.60%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	128,561	121,774	127,274	5,500	4.52%
Operating	86,661	83,358	95,508	12,150	14.58%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	215,222	205,132	222,782	17,650	8.60%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Recreation Center Coordinator	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Rec Leader (2)	1.00	1.00	1.00	0.00	0.00%
Seasonal Positions:					
Summer Counselors	0.00	0.00	0.00	0.00	0.00%
Total	2.00	2.00	2.00	0.00	0.00%

ENVIRONMENTAL DISCOVERY CENTER

GOALS:

- Increase attendance numbers by 5% each quarter via social media engagement
- Recruit additional volunteer docents
- Host Arbor Day event in Jan, Earth Day event in Apr, and Enviro Camp open house, ECHO Ranger Program in Feb and Sept with new scavenger hunt program
- Partner with Halifax river Audubon to host Great Backyard Bird Count and weekly bird walk in spring and fall
- Germinate starter plants in time for Wildlife Fest at Lyonia & attend in March
- Develop and host new sessions of Enviro Camp, for 7-9 years, and for 10-12 years
- Partner with FYCCN to host 'Try Archery Day' at EDC
- Promote/ increase partnerships between EDC and other agencies via outreach
- Commission outdoor cut-outs of butterfly and bat wings as photo opportunities on the EDC grounds and Central Park
- Continue to partner with Florida Native Plant Society and other native plant volunteers to maintain wildflower and butterfly gardens at EDC
- Continue partnering with UF IFAS Master Gardeners & Beekeepers to host monthly classes, clinics, and education programs
- Continue partnership with Volusia County's Mosquito Control & Regrow the Loop, host bi-monthly classes, popup visits, and meetings
- Host weekly outdoor yoga classes and meditative walks, as well as yogalates
- Increase operating hours to 10:00am-5:00pm, Tuesday to Saturday
- Partner with City Arborist and Yellowstone Landscaping to identify new offerings of tree varieties for the Earth Day Tree Giveaway, including fruit trees
- Partner with City Arborist to develop and host educational programming at EDC
- Commission Beach House Graphics to develop new matching game exhibit
- Commission a Sandhill art piece into mural wrap for mammal corner and make prints and post cards of Sandhill art piece to sell, proceeds benefitting EDC
- Work with wildlife photographers to install prints of plants and wildlife
- Hire team to install sound dampening panels in EDC classroom
- Work with Engineering Dept to install new sidewalk addition at EDC
- Update Eagle Cam area—hang small TV on wall; remove kiosk from wall
- Work with The Fish Tank to create new Fiddler Crab tank, increase biodiversity of native fish tanks and add revamp larger deck to turtle tank.
- Create harvesting regimen for hydroponics to offer fresh herbs on a regular basis
- Partner with All Aboard Storage to obtain off-site storage for EDC as donation
- Update website & Field Trip page on website to better reflect offerings to teachers, scout leaders, homeschool parents, etc.
- Update EDC entry way area—replace printed materials and field guides with something new and relevant. Also update plant exhibits—bog aquarium and large plant stand

Community Gardens Goals:

- Work with Master gardeners to assign available plots to new gardeners from wait list
- Continue partnering with local Eagle Scouts to rebuild raised plots at Hammock Gardens

- Work with volunteer committee and Master Gardeners to host workshops for gardeners
- Work with City Arborist to develop aggressive tree trimming schedule at Hammock gardens
- Hold quarterly garden committee meetings
- Identify new leaders for Fleming Garden
- Provide garden soil, tools and materials for gardeners before Term 1 begins in Sept
- Provide materials to solarize plots during summer

ACCOMPLISHMENTS:

- Hosted monthly kids' programs, ECHO Rangers Program, school group field trips
- Presented adult/family nature programs regarding plants and wildlife
- Increased volunteer force and trained new docents
- Partnered with Halifax Audubon to provide multiple fall and spring guided bird walks in Central Park and host annual Great Backyard Bird Count event in February
- Decorated an EDC holiday tree for The Casements holiday tree gallery
- Decorated EDC for Halloween and Christmas
- Hosted Arbor Day and Earth Day event with City Commission at the EDC
- Newly commissioned artwork featuring Sandhill ecosystem installed May 2024
- Expanded native plants in the EDC Wildflower & Butterfly gardens, attracted Hummingbirds and reared Monarchs for release in butterfly garden summer 2024
- Partnered with Volusia County Mosquito Control to develop classes and outreach
- Collected used monofilament for recycling program with Volusia County
- Worked with Zev Cohen & Associates and Daytona state volunteers to remove Brazilian Pepper trees and invasive plants from parks and facility grounds
- Germinated seeds for plants to giveaway at Lyonia Wildlife Fest, attended in March
- Hosted Enviro Camp Open House in March and camp in June 3 – August 2, 2024
- Increased attendance to EDC, classes, programs and events
- Hosted monthly gardening classes and plant clinics with UF IFAS Master Gardeners
- Created free seed bank & propagation stations at EDC to provide vegetable, herb and flowers to visitors
- Created new hydroponics area and successfully growing vegetables and herbs
- Created new Gopher tortoise burrow exhibit for reptile area
- Created Enviro Camp webpage with photos and up to date registration information
- Hosted ReGrow the Loop partner meetings with 2 plant sales and tree giveaways

Community Gardens Accomplishments:

- Worked with Master gardeners to assign plots to new gardeners from wait list
- Partnered with local Eagle Scouts to rebuild 2 raised plots at Hammock Gardens
- Fully updated Community Gardens website with photos and up to date information
- Developed survey to double as pre-screening tool and gather contact info for wait list
- Worked with volunteer committee and Master Gardeners to host workshops for gardeners regarding irrigation and solarizing plots for summer
- Increased price of plots to \$20/term for residents, \$30 for non-residents
- Provided garden soil for gardeners during spring term
- Provided materials for gardeners to solarize plots during summer
 - Provided tools and materials needed for repairs and ADA plot rebuilds at Hammock garden

NOVA COMMUNITY CENTER

The Nova Community Center is a totally air-conditioned facility, which includes:

- Gymnasium
- family game room
- fitness room
- restrooms
- classroom
- multi-purpose activity room

There are ongoing classes and activities for both children and adults throughout the year.

Outdoor facilities located at the Nova Community Park include:

- Basketball court
- Tennis & racquetball courts
- Jogging trail
- Skateboard court
- Playground
- Baseball fields
- Wide sidewalks

NOVA COMMUNITY CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Fees	33,973	13,500	13,500	-	0.00%
General Fund	361,510	362,939	398,984	36,045	9.93%
Total	395,483	376,439	412,484	36,045	9.58%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	221,956	208,320	220,628	12,308	5.91%
Operating	173,527	168,119	191,856	23,737	14.12%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	395,483	376,439	412,484	36,045	9.58%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Recreation Center Coordinator	1.00	1.00	1.00	0.00	0.00%
<u>Seasonal Positions:</u>					
Summer Counselors	0.00	0.00	0.00	0.00	0.00%
<u>Part-time Positions:</u>					
Recreation Leaders (4)	2.00	2.00	2.00	0.00	0.00%
Therapeutic Aide (1)	0.50	0.50	0.50	0.00	0.00%
Total	3.50	3.50	3.50	0.00	0.00%

NOVA COMMUNITY CENTER

GOALS:

Nova Community Center:

- Increase social media presence to promote the Nova Community Center and activities
- Continue to rent the Tennis Shack
- Continue to manage Skate Park contractor to ensure safe operation of Nova Community Skate Park
- Increase usage of the workout room.
- Continue partnership with Volusia County Human Services Summer Food Program
- Continue pickleball lessons to teach the game to new players
- Expand revenue through rentals, programs and events.

Special Populations:

- Maintain existing programs and events for special populations while increasing participant numbers by using improved flyers, gaining community contacts through health fairs and community days and increased social media presence.
- Increasing participant numbers by using improved flyers, gaining community contacts through health fairs and community days and increased social media presence.
- Continue Social Squad for those special needs participants who need more individualized care
- Create a work-related program for young adults to gain skills needed for employment
- Create a theatre program and perform the production on stage
- Continue to offer programs including the Challenger sports program, Pickle Squad, and Camp T-Rec

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
Total Visits (inside only) Attendance	29,343	30,223	33,000	2,777	9.19%
Special Populations					
Workload:					
Special Needs Division Programs/Events	39	44	46	2	4.55%
Special Needs Division Community Partners	2	3	4	1	100.00%
Efficiency/Effectiveness:					
Customer Satisfaction %	95%	96%	97%	0	1.04%

NOVA COMMUNITY CENTER

ACCOMPLISHMENTS:

Nova Community Center:

- Continued pickleball lessons to teach the game to new players
- Continued to offer Open Play pickleball
- Continued to offer Open Play basketball/weight room during time available
- Continued rental programming with Jazzercise being offered six days a week and Dance and Acting classes three days a week
- Hosted a successful youth basketball league
- Hosted a successful youth coed volleyball league
- Increased open play basketball participant numbers
- Coordinator received her Certified Park and Recreation Professional Certificate

Special Populations:

- Offered a safe and rewarding Camp-T-Rec experience
- Attended FRPA Annual Conference and Therapeutic Recreation Institute
- Increased participants in Challenger Sports, Social Squad, and Explorers Club for individuals with special needs that were offered throughout the year. Each session offered a different focus.
- Continued the award-winning Pickle Squad for young adults with special needs
- Partnered with SPARC to host holiday parties
- Pickle Squad: Intervention Protocol for Adolescents and Young Adults with IDD was published in the Therapeutic Recreation Journal

SOUTH ORMOND NEIGHBORHOOD CENTER

The South Ormond Neighborhood Center is an air-conditioned facility with an indoor gymnasium, weight and game room, full service kitchen, concession stand, small theatrical stage for special events, multipurpose room, and computer and learning center.

Recreational programs include:

- | | |
|--------------------------------|--------------------------|
| ➤ Arts and crafts | ➤ Boys & Girls club |
| ➤ Ceramics | ➤ Young ladies club |
| ➤ Dances | ➤ Chess club |
| ➤ Tutoring classes | ➤ Sports |
| ➤ Teen programs | ➤ Occasional field trips |
| ➤ Progressive young men's club | |

SOUTH ORMOND NEIGHBORHOOD CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Fees	23,986	12,500	26,000	13,500	108.00%
General Fund	358,906	371,701	396,968	25,267	6.80%
Total	382,892	384,201	422,968	38,767	10.09%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	231,877	239,280	260,417	21,137	8.83%
Operating	151,015	144,921	162,551	17,630	12.17%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	382,892	384,201	422,968	38,767	10.09%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Recreation Center Coordinator	1.00	1.00	1.00	0.00	0.00%
Recreation Leader	0.00	1.00	1.00	0.00	100.00%
<u>Seasonal Positions:</u>					
Summer Counselors	0.00	0.00	0.00	0.00	0.00%
<u>Part-time Positions:</u>					
Recreation Leaders (3)	1.50	1.50	1.50	0.00	0.00%
Total	2.50	3.50	3.50	0.00	0.00%

SOUTH ORMOND NEIGHBORHOOD CENTER

GOALS:

- Continue to keep the South Ormond Neighborhood Center a safe and healthy environment for all users
- Continue to further expand the South Ormond Sports Club programs to include elementary school children (3rd thru 5th graders)
- Continue to offer mentoring/life skills teaching programming with the desired outcome of having at least 100 children involved in “education through recreation” and positive behavior type activities
- Continue to promote lifetime health activities as well as prevention and/or elimination of obesity
- Continue to promote diversity and fellowship through varied youth programming
- Hold at least six neighborhood festivals and intergenerational events
- Continue to offer more events involving nutritional education to promote the healthy lifestyle movement (similar to our “lunch and learn” programs)
- Continue to develop a summer youth basketball programs/league as part of a new crime prevention movement (Halifax Youth Basketball Association)
- Continue to offer a safe, fun and memorable summer camp
- Continue NYSCA educational opportunities
- Continue partnership with Volusia County Human Services Summer Food Program

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
Total Visits/Attendance	66,500	90,000	115,000	25,000	27.78%
Efficiency/Effectiveness:					
Customer Satisfaction %	85%	85%	85%	-	-

SOUTH ORMOND NEIGHBORHOOD CENTER

ACCOMPLISHMENTS:

- Revision of programming and tutoring in SONC Computer & Learning Center through partnership with Ormond Beach PAL
- Continued the partnership with the Ormond Beach PAL in providing Arts & Crafts Programs and additional funding to promote health and positive lifestyle programs
- Continued to partner with the Ormond Beach YMCA to provide opportunities for underprivileged children at the YMCA and to aid in cross utilization of facilities
- Continued to connect with NYSCA to provide educational opportunities to staff and coaches
- Continue provided support to local families in need during the holidays
- Strengthened community relations by getting out in the neighborhood visiting with families and seniors
- Continue to revise and run safe and successful summer camp program
- Continued to provide meals to kids during summer months through Volusia County Human Services (Summer Food Program)
- Continue to promote the new gym to the community
- Working with the senior community to help create a positive pickleball experience for the community and center
- Promoting the City of Ormond Beach and our Leisure Services department to our community

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

Athletic Fields Maintenance is responsible for turf maintenance and related athletic field repairs at the Nova Community Park, Ormond Beach Sports Complex and the South Ormond Neighborhood Center. Additional responsibilities include general maintenance and clean-up of various hard courts and playgrounds. Current maintenance responsibilities include the following:

- | | |
|----------------------------------|---------------------------|
| ➤ 9 playgrounds | ➤ 10 tennis courts |
| ➤ 4 major league baseball fields | ➤ 3-1/2 basketball courts |
| ➤ 9 softball fields | ➤ 4 football fields |
| ➤ 11 youth baseball fields | ➤ Skateboard park |
| ➤ 8 soccer fields | ➤ Shuffleboard courts |
| ➤ 8 handball/racquetball courts | |

City-Sponsored Sports coordinates and schedules an array of activities for City sponsored sports, parent run sports, local high schools, colleges, and outside rentals. Games and practices take place at Ormond Beach Sports Complex, Nova Community Park, Nova Community Center and South Ormond Neighborhood Center Gymnasiums.

Youth sports programs include flag football, cheerleading, volleyball, a basketball training league, girls' basketball leagues, softball sports camps, and golf clinics.

Adult sports consist of men and women's softball, coed softball, church leagues, senior softball, coed volleyball, men's basketball and various softball tournaments.

Parent Run Sports-The City acts as the facilitator by providing topnotch athletic facilities for children to play baseball, softball, basketball, and soccer. In addition to providing facilities, the Athletic Supervisor schedules all games, practices, and offers NYSCA Coaching clinics for all sports.

Outside user groups also use City facilities such as Seabreeze High School, Father Lopez High School, ERAU, BCC, and local churches. The Athletic Supervisor assists groups renting fields for tournaments.

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Fees	60,189	81,000	81,000	-	0.00%
General Fund	1,469,303	1,576,484	1,626,636	50,152	3.18%
Total	1,529,492	1,657,484	1,707,636	50,152	3.03%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	444,852	466,323	467,686	1,363	0.29%
Operating	1,084,640	1,191,161	1,239,950	48,789	4.10%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,529,492	1,657,484	1,707,636	50,152	3.03%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Athletic Field Maint Supervisor	1.00	1.00	1.00	0.00	0.00%
Contract Manager - Grounds	0.00	0.00	0.00	0.00	0.00%
Maintenance Worker IV	0.00	0.00	0.00	0.00	0.00%
Maintenance Worker III	0.00	0.00	0.00	0.00	0.00%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.00%
Part-time Positions:					
Maintenance Worker II (4)	2.00	2.00	2.00	0.00	0.00%
Athletic Coordinator (3)	1.50	1.50	1.50	0.00	0.00%
Total	7.50	7.50	7.50	0.00	0.00%

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

ATHLETIC FIELD MAINTENANCE:

GOALS:

- Achieve a customer satisfaction rating of “satisfactory or better” from 90% of surveyed participants regarding facility maintenance
- With new laser grader, laser grade all fields on a monthly basis at Nova Community Park Fields, South Ormond Field, Osceola Field and Ormond Beach Sports Complex
- Work with Public Works on mutual projects
- Track true costs to City for tournaments
- Increase use of volunteers
- Work with the sports associations in an effort to better manage practices and games to reduce wear on athletics fields
- Continue to develop preventive maintenance program by partnering with Fleet to train ballfield maintenance employees to perform a daily maintenance program with each machine
- Improve playing surfaces and pitching mounds at all baseball fields
- Continue a successful partnership with Yellowstone
- Add crimson stone to fence lines, warning tracks, front of dugouts, behind backstops and at Shuffleboard to assist with appearance, drainage and weed control
- Add clay and field conditioner to all baseball and softball fields
- Improve fencing and barrier structures at the Sports Complex and Nova Fields

ACCOMPLISHMENTS:

- Increased the number of hours dedicated to the maintenance of South Ormond Neighborhood Center and Osceola Elementary.
- Hosted the Harry Wendelstedt Umpire School for 5 weeks
- Hosted more than (35) tournament days on the weekends
- Maintain shuffleboard courts at Sports Complex
- Added clay and Turface to infields at Nova Community Park
- Leveled Nova Fields and Quads by cutting out “lips” to insure safe play
- Added clay and Turface to baselines at Wendelstedt Fields
- Cut out all baselines to six feet
- Replaced carpet and hitting mats in Nova cages 1 and 4
- Edging of all infields at Nova, Sports Complex, SONC and Osceola
- Set up soccer fields at SONC for YMCA Leagues
- Replaced numerous batting cage and soccer goals/nets

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

CITY SPONSORED SPORTS:

GOALS:

- Revamp participant and coaches' surveys
- Increase player participation
- Achieve a customer service rating of higher than 90%
- Hold summer youth sports camps for children
- Hold yearly officiating clinics to focus on handling of coaches/parents, as well as on-field play
- Promote lifetime healthy activities as well as prevention and/or elimination of obesity
- Schedule Athletic Field Maintenance Department to ensure seamless preparation for daily activities
- Work hand-in-hand with the Associations (baseball/softball, soccer, basketball and football) for better utilization of fields/gyms through scheduling
- Strive to decrease light costs at the Sports and Nova complexes.
- Use volunteers for varied tasks and responsibilities.
- Serve as City liaison to the Convention and Visitors Bureau Sports Committee
- Increase rentals through partnership with Convention and Visitors Bureau Sports Committee and Central Florida Sports Commission.
- Laser Grade Fields in off-season to improve play & less rainouts

ACCOMPLISHMENTS:

- Continued the reduction of electricity for utilizing overhead field lights at the Ormond Beach Sports Complex and the Nova Community Complex
- Increased outside rentals with additional adult and youth sports tournaments
- Increased high school athletic rentals
- Hosted successful youth flag football fall season
- Scheduled all flag football, OBYBSA softball and baseball games
- Re-elected as member of Convention and Visitors Bureau Sports Community
- Successfully managed the Athletic Field Maintenance division and City Sponsored Sports division
- Increased rentals by bringing in Additional Youth Baseball tournaments and Calvary Christian & Warner Christian to Sports Complexes
- Hosted Adult Coed Softball in fall and spring
- Hosted High School Districts for baseball, softball, and flag football
- Hosted successful City Volleyball Program

CONTRIBUTIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	90,007	277,428	241,528	(35,900)	-12.94%
Total	90,007	277,428	241,528	(35,900)	-12.94%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	90,007	91,528	91,528	-	0.00%
Contingency	-	185,900	150,000	(35,900)	0.00%
Total	90,007	277,428	241,528	(35,900)	-12.94%

TRANSFERS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
General Fund	3,217,196	1,718,073	1,989,813	271,740	15.82%
Total	3,217,196	1,718,073	1,989,813	271,740	15.82%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Transfers	3,217,196	1,718,073	1,989,813	271,740	15.82%
Total	3,217,196	1,718,073	1,989,813	271,740	15.82%

SPECIAL REVENUE, DEBT SERVICE AND CAPITAL PROJECT FUNDS TABLE OF CONTENTS

BUDGETARY AND STAFFING INFORMATION

Special Revenue Funds

Downtown Redevelopment Trust Fund.....	186
Ormond Crossings Trust Fund.....	187
Stormwater Utility Drainage Fund	188
Municipal Airport Fund	191
Local Law Enforcement Trust Fund.....	194
Economic Development Fund	195
Federal Law Enforcement Trust Fund.....	196
Pension Contribution Pass Through.....	197
Recreational Facility Fee Fund	198
Grant Fund.....	199

Debt Service Funds

Financing Debt Fund.....	200
2003 General Obligation Bond Debt Service Fund.....	201
2004 Revenue Bond Fund	202
2010 General Obligation Bond Debt Service Fund	203

Capital Project Funds

Capital Improvements Fund.....	204
Equipment Renewal and Replacement Fund	205
Public Safety Vehicles and Equipment Fund.....	206
Transportation Improvements Fund.....	207
Recreation Impact Fee Fund	208
Facilities Renewal and Replacement Fund.....	209
Local Road Impact Fee Fund.....	209
Leisure Services Capital Fund.....	210
Stormwater Impact Fee Fund	210

DOWNTOWN REDEVELOPMENT TRUST FUND

Used to account for tax increment proceeds received by the City within a specific district authorized by state statute.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	951,005	956,586	1,121,241	164,655	17.21%
Miscellaneous	97,557	500	500	-	0.00%
Transfers	562,045	652,739	700,397	47,658	7.30%
Use of Fund Balance	-	-	-	-	0.00%
Total	1,610,607	1,609,825	1,822,138	212,313	13.19%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	291,102	282,526	289,106	6,580	2.33%
Capital	109,015	200,000	220,000	20,000	10.00%
Contributions and Transfers	-	200,000	200,000	-	0.00%
Contingency	-	927,299	1,113,032	185,733	0.00%
Total	400,117	1,609,825	1,822,138	212,313	13.19%

ORMOND CROSSINGS TRUST FUND

Used to account for tax increment proceeds received by the City within a specific district authorized by state statute.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	182,242	180,503	190,378	9,875	5.47%
Miscellaneous	23,865	1,704	1,704	-	0.00%
Transfers	129,919	147,789	154,716	6,927	4.69%
Use of Fund Balance	-			-	0.00%
Total	336,026	329,996	346,798	16,802	5.09%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	329,996	346,798	16,802	5.09%
Total	-	329,996	346,798	16,802	5.09%

STORMWATER DRAINAGE UTILITY FUND

Stormwater Maintenance is responsible for maintaining the drainage systems along City-maintained roads in an effort to reduce flooding and impacts to water quality of receiving streams associated with stormwater runoff. The program responds to public concerns and needs by investigating and resolving complaints of localized flooding. Routine inspections of facilities are scheduled to ensure that all swales, ditches, drains, creeks, rivers, water retention areas and drainage structures are functioning as intended.

In accordance with a formal agreement with FDOT, the City also maintains drainage ways along US 1, SR 40, A1A and Nova Road.

Maintenance operations are supported through a monthly stormwater utility fee of \$8.00 per “equivalent residential unit” which is charged to all residential and commercial units within the City limits of Ormond Beach. The balance of all revenue generated by the fee that is not applied to maintenance operations is dedicated to the ten-year stormwater improvements program approved in FY 96-97.

STORMWATER DRAINAGE UTILITY FUND

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	-	-	-	-	0.00%
Charges for Service	2,582,569	2,575,000	2,575,000	-	0.00%
Miscellaneous	167,629	50,000	100,000	50,000	100.00%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	1,853,430	759,247	(1,094,183)	0.00%
Total	2,750,198	4,478,430	3,434,247	(1,044,183)	-23.32%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	677,969	765,499	762,641	(2,858)	-0.37%
Operating	601,075	808,988	886,141	77,153	9.54%
Capital	745,900	2,649,950	1,505,000	(1,144,950)	-43.21%
Contributions and Transfers	221,640	253,993	280,465	26,472	10.42%
Contingency	-	-	-	-	0.00%
Total	2,246,584	4,478,430	3,434,247	(1,044,183)	-23.32%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Office Manager	1.00	1.00	1.00	0.00	0.00%
System Mnt. Supervisor	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker IV	3.00	3.00	3.00	0.00	0.00%
Maintenance Worker III	1.00	1.00	2.00	1.00	100.00%
Maintenance Foreman	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.00%
Total	10.00	10.00	11.00	1.00	10.00%

STORMWATER DRAINAGE UTILITY FUND

GOALS:

- Receive less than twelve (12) maintenance-related complaints annually.
- Perform 35,000 catch basin inspections annually.
- Perform 225 outfall inspections annually.
- Maintain 4 million square feet (sf.) of ditches within the City and 1.5 million sf. in the FDOT contract area.
- Clean a minimum of 55,000 linear feet of storm sewer annually.
- Sweep 5,029 curb miles
- Divert 2,125+ cubic yards of debris from the storm drain line system.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Actual FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
Linear Ft. of lines cleaned (City)	32,643	18,750	20,000	1,250	6.67%
Sq footage of ditch maintenance (City)	4,150,984	2,931,852	3,000,000	68,148	2.32%
Sq footage of ditch maintenance (FDOT)	2,907,223	1,813,908	2,900,000	1,086,092	59.88%
Pump station inspections	207	149	210	61	40.94%
Outfall inspections	138	98	110	12	12.24%
Catch basin inspections	34,579	26,562	28,000	1,438	5.41%
Miles of street sweeping	5,029	7,492	7,800	308	4.11%
Efficiency/Effectiveness:					
Diverted Debris Cubic Yards	2,115	1,358	2,250	892	65.68%
Maintenance Related Downtime Days	11	70	10	(60)	-85.71%

Linear Ft. of Line cleaned (City)

ACCOMPLISHMENTS:

- Received 9 maintenance related complaints annually
- Received 44 maintenance related compliments annually
- Performed more than 35,416 catch basin inspections.
- Performed 84 outfall inspections
- Maintained more than 2,866,821 sq. ft. of ditches within the City of Ormond Beach
- Maintained more than 1,032,879 sq. ft. of ditches within the FDOT MOA
- Completed 5,079 curb miles of street sweeping
- Diverted 2,265 cubic yards of debris from the storm drain line system

MUNICIPAL AIRPORT FUND

The Municipal Airport is located on 1,164 acres of land that was granted to the City in 1959 by the Federal Government. The Airport facility includes two (2) active runways and six (6) taxiways that are fully lighted. Aviation management and other flight support services are provided through private operations including two (2) full service Fixed Based Operators, an automated weather observation system and ten (10) specialty FBOs that include an aircraft paint shop, maintenance facilities, aircraft sales and flight instructors. In addition, there are two (2) non-precision instrument approaches and an FAA Vortac facility.

There are approximately 140 aircraft based at the airport including three (3) flight schools that are based at the airport and two (2) other flight schools that use the airport extensively for training.

MUNICIPAL AIRPORT FUND

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	-	-	-	-	0.00%
Miscellaneous	127,754	112,000	112,000	-	0.00%
Transfers	77,573	65,000	129,700	64,700	99.54%
Use of Fund Balance	-	499,693	127,718	(371,975)	-74.44%
Total	205,327	676,693	369,418	(307,275)	-45.41%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	122,503	127,090	137,352	10,262	8.07%
Operating	221,906	186,803	211,101	24,298	13.01%
Capital	905,640	2,394,737	-	(2,394,737)	0.00%
Contributions and Transfers	16,729	17,318	20,965	3,647	21.06%
Contingency	-	-	-	-	0.00%
Total	1,266,778	2,725,948	369,418	(2,356,530)	-86.45%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Airport Manager	1.00	1.00	1.00	0.00	0.00%
Total	1.00	1.00	1.00	0.00	0.00%

MUNICIPAL AIRPORT FUND

GOALS:

- Complete the construction of the extension of Signal Avenue and East Tower Circle from the Airport Business Park into the Southwest Quadrant of the airport.
- Complete the construction of the connecting perimeter access road within the Southwest Quadrant of the airport between the new Signal Avenue and East Tower Circle access points.
- Complete the construction of the extension of Runway 9/27 and Taxiway Alpha to the west.
- Complete the rehabilitation and realignment of Taxiway Delta and the rehabilitation of Taxiway Bravo.
- Complete the construction of a new Automated Weather Observing System (AWOS) for the airport.
- Complete a land use study to assess appropriate aeronautical and non-aeronautical uses for the former golf course leasehold area on the airport.
- Commence design of new perimeter fencing and airport access systems, to include additional lighting and surveillance technology.
- Complete the construction of new directory signage at the airport.
- Assist with the development of new hangar and FBO facilities on the airport.
- Assist companies with plans to relocate their businesses to the airport.
- Market and lease available aeronautical and non-aeronautical use properties at the airport.
- Secure all FDOT and FAA grants necessary to complete airport capital improvement projects.

ACCOMPLISHMENTS:

- Completed the design phase of the project to rehabilitate and realign Taxiway Delta and rehabilitate Taxiway Bravo.
- Completed the design of the extension of Signal Avenue and East Tower Circle from the Airport Business Park into the Southwest Quadrant of the airport.
- Completed the design of the connecting perimeter access road within the Southwest Quadrant of the airport between the new Signal Avenue and East Tower Circle access points.
- Completed the design phase of the project to construct a new Automated Weather Observing System (AWOS) for the airport.
- Secured \$514,073 in state grant funds for design and construction of the airport access roads project, which will provide ground vehicle access to the Southwest Quadrant of the airport from the Airport Business Park and facilitate development in the Southwest Quadrant that will create jobs and produce additional revenue for the airport.
- Secured \$2,532,084 in federal and state grant funds for the construction phase of the projects to rehabilitate Taxiways Bravo and Delta.
- Secured \$69,000 under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), \$57,162 under the Airport Coronavirus Response Grant Program (ACRGP) and \$59,000 under the American Rescue Plan Act (ARPA) for the airport.

LOCAL LAW ENFORCEMENT TRUST FUND

This fund accounts for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Fines and Forfeits	37,567	-	-	-	0.00%
Miscellaneous	2,535	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	100.00%
Total	40,102	-	-	-	100.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	100.00%
Capital	118,500	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	118,500	-	-	-	100.00%

ECONOMIC DEVELOPMENT FUND

This fund accounts for the City's proceeds of land sales and development costs associated with the City's airport business park.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	-	-	-	-	100.00%
Miscellaneous	13,135	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	100.00%
Transfers	300,000	-	-	-	100.00%
Total	313,135	-	-	-	100.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	8,333	-	-	-	100.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	8,333	-	-	-	100.00%

FEDERAL LAW ENFORCEMENT TRUST FUND

Used to account for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Fines and Forfeits	-	-	-	-	0.00%
Miscellaneous	131	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	131	-	-	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	-	-	-	-	0.00%

PENSION CONTRIBUTION PASS THROUGH

Used to account for State contributions to the Police and Fire pension funds.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	1,011,118	1,000,000	1,300,000	300,000	30.00%
Total	1,011,118	1,000,000	1,300,000	300,000	30.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	1,011,118	1,000,000	1,300,000	300,000	30.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,011,118	1,000,000	1,300,000	300,000	30.00%

RECREATIONAL FACILITY FEE FUND

This fund accounts for impact fees assessed against users of recreation and cultural facilities within the City. Use of these funds is limited to expansion of those facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Miscellaneous (Impact Fees)	142,181	57,225	57,225	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	142,181	57,225	57,225	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	29,147	50,414	51,995	1,581	3.14%
Capital	-	-	-	-	100.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	6,811	5,230	(1,581)	-23.21%
Total	29,147	57,225	57,225	-	0.00%

GRANT FUND

This fund accounts for proceeds of federal and state financial assistance and related capital expenditures.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	-	-	-	-	0.00%
Miscellaneous	-	-	-	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	-	-	-	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	3,600	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	3,600	-	-	-	0.00%

FINANCING DEBT SERVICE FUND

This fund records principal and interest payments on various capital lease and notes payable obligations. Revenue sources include interest on investments and transfers from the General Fund.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Miscellaneous	-	-	-	-	0.00%
Transfers	648,000	803,545	660,000	(143,545)	-17.86%
Use of Fund Balance	-	-	-	-	0.00%
Total	648,000	803,545	660,000	(143,545)	-17.86%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	566,738	802,234	660,000	(142,234)	-17.73%
Contingency	-	1,311	-	(1,311)	-100.00%
Total	566,738	803,545	660,000	(143,545)	-17.86%

2003 GENERAL OBLIGATION DEBT SERVICE FUND

This fund records principal and interest payments on Series 2003 General Obligation Bonds. The proceeds of this debt issue were utilized to construction Fire Station #92. Revenues include ad valorem property taxes and interest on investments.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	-	-	-	-	0.00%
Miscellaneous	-	-	-	-	0.00%
Transfer	-	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	-	-	-	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	112,991	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	112,991	-	-	-	0.00%

2004 REVENUE BOND

This fund records principal and interest payments on Series 2004 Revenue Bonds. The proceeds of this bond issue were used to construct Fire Station #91.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Transfers	157,000	157,000	-	(157,000)	-100.00%
Use of Fund Balance	-	5,000	-	(5,000)	0.00%
Total	157,000	162,000	-	(162,000)	-100.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	159,196	162,000	-	(162,000)	-100.00%
Contingency	-	-	-	-	0.00%
Total	159,196	162,000	-	(162,000)	-100.00%

2010 GENERAL OBLIGATION DEBT SERVICE FUND

This fund records principal and interest payments on Series 2010 General Obligation Bonds. The proceeds of this bond issue are for a beachfront park.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	354,479	392,114	346,322	(45,792)	-11.68%
Miscellaneous	-	-	-	-	0.00%
Total	354,479	392,114	346,322	(45,792)	-11.68%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	361,003	369,000	345,000	(24,000)	-6.50%
Contingency and Transfers	-	23,114	1,322	(21,792)	-94.28%
Total	361,003	392,114	346,322	(45,792)	-11.68%

CAPITAL IMPROVEMENT FUND

This fund is used to account for capital asset acquisitions and construction from general government resources and intergovernmental grants.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	412,673	411,720	447,555	35,835	8.70%
Intergovernmental	159,572	130,000	1,601,828	1,471,828	1132.18%
Miscellaneous	277,770	-	-	-	0.00%
Transfers	1,162,000	-	700,000	700,000	0.00%
Use of Fund Balance	-	173,120	-	(173,120)	0.00%
Bond Proceeds	-	900,000	2,250,000	1,350,000	0.00%
Total	2,012,015	1,614,840	4,999,383	3,384,543	209.59%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	2,083,339	1,587,500	4,924,000	3,336,500	210.17%
Contributions and Transfers	24,642	24,987	31,244	6,257	25.04%
Contingency	-	2,353	44,139	41,786	1775.86%
Total	2,107,981	1,614,840	4,999,383	3,384,543	209.59%

EQUIPMENT RENEWAL AND REPLACEMENT FUND

This fund accounts for replacement of existing capital assets provided by general government resources.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	203,992	215,663	234,434	18,771	8.70%
Miscellaneous	66,533	-	-	-	0.00%
Transfers	-	-	-	-	0.00%
Lease Financing	-	-	-	-	0.00%
Use of Fund Balance	-	74,337	82,566	8,229	11.07%
Total	270,525	290,000	317,000	27,000	9.31%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	248,088	242,000	317,000	75,000	30.99%
Contributions and Transfers	48,000	48,000	-	(48,000)	-100.00%
Contingency	-	-	-	-	0.00%
Total	296,088	290,000	317,000	27,000	9.31%

PUBLIC SAFETY VEHICLE AND EQUIPMENT FUND

This fund accounts for replacement of public safety vehicles and equipment.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	638,465	798,933	868,470	69,537	100.00%
Miscellaneous	19,931	1,500,000	-	(1,500,000)	0.00%
Transfers	386,073	155,000	-	(155,000)	100.00%
Use of Fund Balance	-	1,067	19,530	18,463	0.00%
Total	1,044,469	2,455,000	888,000	(1,567,000)	100.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	113,870	-	-	-	0.00%
Capital	993,304	2,170,000	533,000	(1,637,000)	100.00%
Contributions and Transfers	135,000	285,000	355,000	70,000	100.00%
Contingency	-	-	-	-	100.00%
Total	1,242,174	2,455,000	888,000	(1,567,000)	100.00%

TRANSPORTATION IMPROVEMENTS FUND

This fund is used to account for transportation related capital infrastructure acquisition and construction from general government resources.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	509,938	509,748	554,116	44,368	8.70%
Other Taxes	1,206,043	1,200,000	1,200,000	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Miscellaneous	76,418	-	-	-	0.00%
Bond Proceeds	-	-	-	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	411,536	405,860	(5,676)	-1.38%
Total	1,792,399	2,121,284	2,159,976	38,692	1.82%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	185,634	186,572	193,023	6,451	3.46%
Capital	744,964	1,234,820	1,217,000	(17,820)	-1.44%
Contributions and Transfers	697,138	699,892	749,953	50,061	7.15%
Contingency	-	-	-	-	0.00%
Total	1,627,736	2,121,284	2,159,976	38,692	1.82%

RECREATION IMPACT FEE FUND

This fund accounts for impact fees assessed and collected against new construction activities. Use of funds is restricted for expansion of existing recreational facilities or construction of new recreational facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Miscellaneous (Impact Fees)	42,333	100,000	100,000	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	42,333	100,000	100,000	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	264	100,000	100,000	-	0.00%
Total	264	100,000	100,000	-	0.00%

FACILITIES RENEWAL AND REPLACEMENT FUND

This fund accounts for dedicated tax revenues and corresponding facilities maintenance expenditures.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	510,421	808,736	879,126	70,390	8.70%
Miscellaneous	80,681	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Transfers	106,277	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	100.00%
Total	697,379	808,736	879,126	70,390	8.70%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	193,782	325,000	262,000	(63,000)	-19.38%
Capital	240,714	461,000	592,000	131,000	28.42%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	22,736	25,126	2,390	0.00%
Total	434,496	808,736	879,126	70,390	8.70%

LOCAL ROAD IMPACT FEE FUNDS

This fund accounts for impact fees collected for the purposes of maintaining local roads.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Miscellaneous	59,713	50,000	50,000	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	59,713	50,000	50,000	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	264	50,000	50,000	-	0.00%
Total	264	50,000	50,000	-	0.00%

LEISURE SERVICES CAPITAL FUND

This fund accounts for dedicated tax revenues and corresponding leisure services capital expenses.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Property Taxes	-	509,749	554,116	44,367	0.00%
Miscellaneous	-	-	-	-	0.00%
Intergovernmental	-	570,000	400,000	(170,000)	0.00%
Transfers	-	70,000	-	(70,000)	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	-	1,149,749	954,116	(195,633)	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	1,140,000	900,000	(240,000)	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	9,749	54,116	44,367	0.00%
Total	-	1,149,749	954,116	(195,633)	0.00%

STORMWATER IMPACT FEE FUNDS

This fund accounts for impact fees collected for the purposes of maintaining the stormwater system.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Miscellaneous (Impact Fees)	36,057	50,000	50,000	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	36,057	50,000	50,000	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	264	50,000	50,000	-	0.00%
Total	264	50,000	50,000	-	0.00%

ENTERPRISE AND INTERNAL SERVICE FUNDS

TABLE OF CONTENTS

BUDGETARY AND STAFFING INFORMATION

Enterprise Funds

Water and Wastewater Operations Fund:

Fund Summary	212
Utility Billing and Customer Service	214
Water Production	217
Wastewater Treatment	222
Water Distribution	226
Water Collection and Reuse Distribution.....	230
Transfers	234

Water and Wastewater Vehicle Replacement Fund	235
---	-----

Water and Wastewater Renewal and Replacement Fund.....	236
--	-----

Water and Wastewater Consolidated Debt Service Fund.....	237
--	-----

Reuse Impact Fee Fund	238
-----------------------------	-----

Water System Impact Fee Fund	239
------------------------------------	-----

Wastewater System Impact Fee Fund	240
---	-----

Solid Waste Fund:

Fund Summary	242
Collection and Disposal	244
Recycling.....	247
Transfers	249

Internal Service Funds

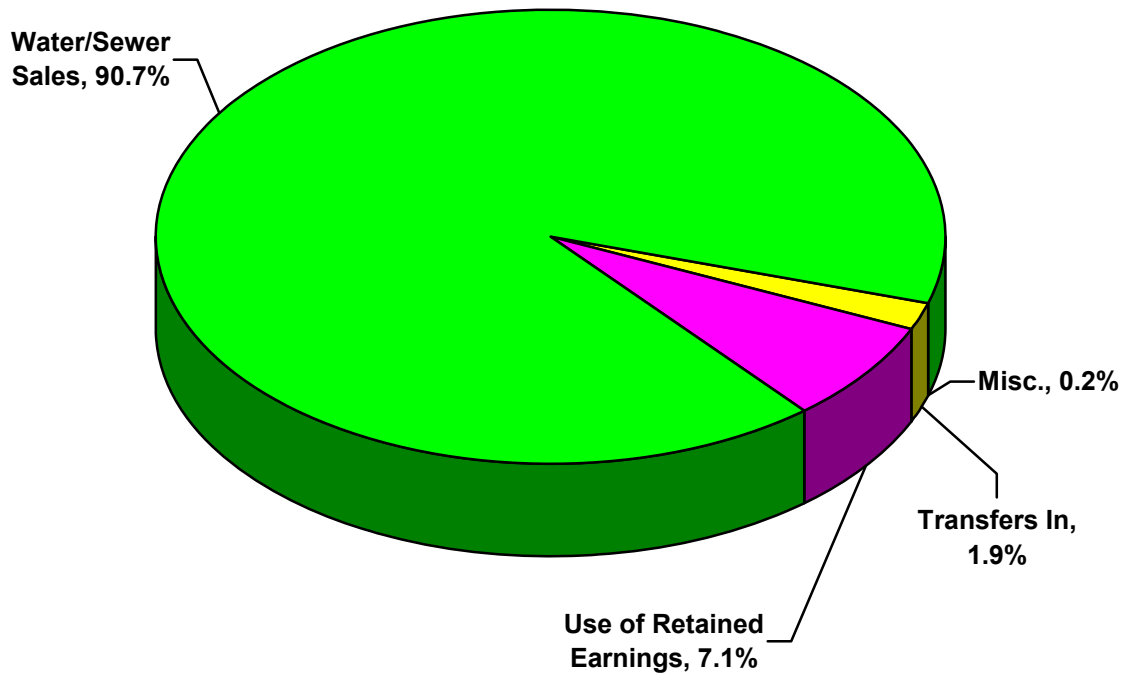
Workers Compensation Fund	251
General Liability Fund	252

WATER AND SEWER SUMMARY

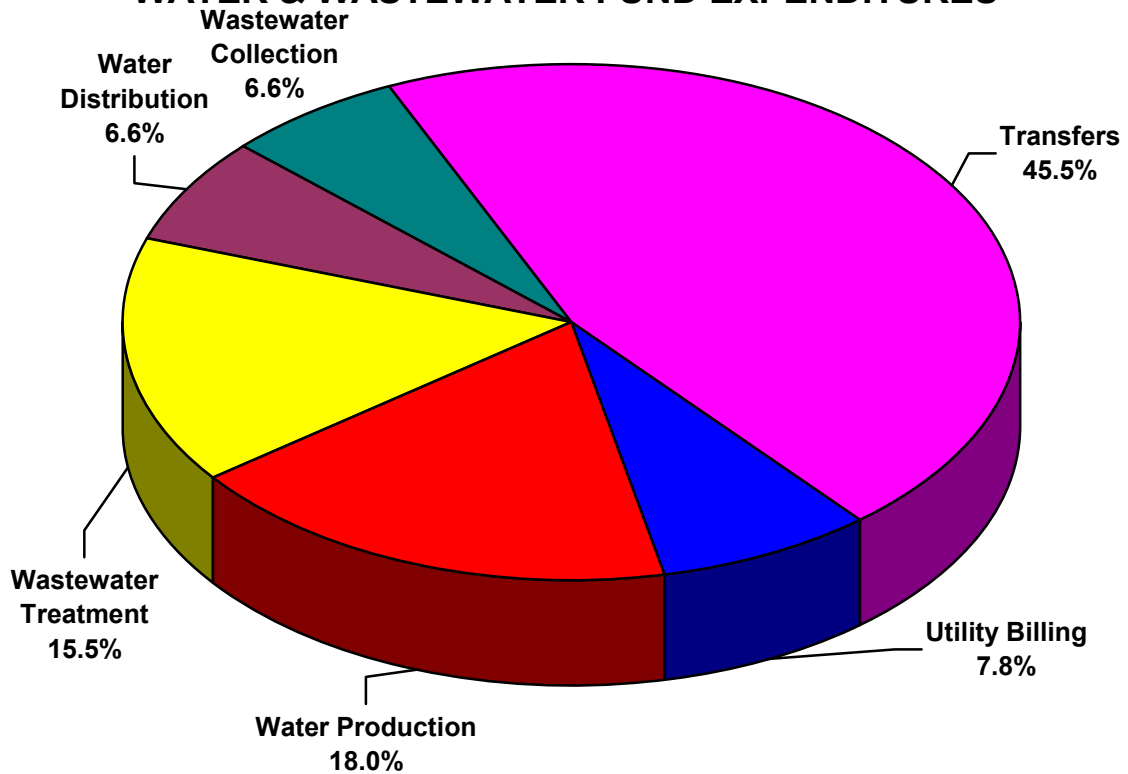
Description	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Revenues					
Water/Sewer Sales	21,288,712	21,773,000	23,471,000	1,698,000	7.80%
Intergovernmental	-	-	-	-	0.00%
Misc Revenue	320,760	60,000	60,000	-	0.00%
Transfers In	425,887	461,792	450,984	(10,808)	-2.34%
Use of Retained Earnings	-	1,711,927	2,325,903	613,976	35.86%
Total Net Revenues	22,035,359	24,006,719	26,307,887	2,301,168	9.59%

Expenditures					
Utility Billing	1,898,164	1,869,278	1,698,991	(170,287)	-9.11%
Water Production	3,883,683	4,323,844	5,175,140	851,296	19.69%
Wastewater Treatment	3,559,215	3,728,573	4,439,203	710,630	19.06%
Water Distribution	1,488,168	1,581,713	1,720,373	138,660	8.77%
Wastewater Collection	1,341,382	1,577,833	1,639,761	61,928	3.92%
Non-Departmental	2,938,919	10,925,478	11,634,419	708,941	6.49%
Total Net Expenditures	15,109,531	24,006,719	26,307,887	2,301,168	9.59%

WATER & WASTEWATER FUND REVENUES



WATER & WASTEWATER FUND EXPENDITURES



UTILITY BILLING AND CUSTOMER SERVICE

Utility Billing and Customer Service administers the City's utility billing system, which includes meter reading, billing and collection, and customer service support. This program produces bills annually for water and wastewater service, stormwater utility, solid waste collection and recycling and performs approximately 260,000 meter readings per year.

UTILITY BILLING AND CUSTOMER SERVICE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Water & Wastewater	1,898,164	1,869,278	1,698,991	(170,287)	-9.11%
Total	1,898,164	1,869,278	1,698,991	(170,287)	-9.11%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	797,116	845,032	888,570	43,538	5.15%
Operating	1,101,048	1,024,246	810,421	(213,825)	-20.88%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,898,164	1,869,278	1,698,991	(170,287)	-9.11%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Accounting Clerk	2.00	2.00	2.00	0.00	0.00%
Accounting Technician	2.00	2.00	2.00	0.00	0.00%
Utility Billing Specialist	1.00	1.00	1.00	0.00	0.00%
Staff Accountant	1.00	1.00	1.00	0.00	0.00%
Customer Serv. Supervisor /Acct.	1.00	1.00	1.00	0.00	0.00%
Meter Reader Supervisor	1.00	1.00	1.00	0.00	0.00%
Meter Reader	4.00	4.00	4.00	0.00	0.00%
Total	12.00	12.00	12.00	0.00	0.00%

UTILITY BILLING AND CUSTOMER SERVICE

GOALS:

- Complete the tenth phase of the City-wide meter replacement program.
- Develop a future plan for City water meters as the tenth phase will complete the process of ensuring all meters throughout the City are radio read meters.
- Maintain generation of 90% of all utility bills within forty-eight hours of the meter read date.
- Maintain the active participation rate for bank drafting utility account payments at 25% of the customer base.
- Increase the active participation rate for customers paying by Internet credit card method.
- Complete 98% of utility work orders within three business days of request.
- Continue working with the utilities distribution program staff replacing commercial meters with radio read meters.
- Increase customer usage of the Interactive Voice Response System by 5%, currently 10%.
- Increase customer usage of the Online Payment Portal by 5%, currently 18%.
- Transition to the online payment portal Resident Self-Service.
- Update the City online payment portal.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
Number of utility bills	300,100	305,000	306,000	1,000	0.33%
Customers participating in bank drafting	6,750	7,100	7,300	200	2.82%
Total Number of work orders	19,550	20,000	21,500	1,500	7.50%
Number of work orders - delinquent cut-offs	3,498	3,650	3,850	200	5.48%
Number of work orders - reconnects	3,082	3,150	3,350	200	6.35%
Efficiency/Effectiveness:					
% customers using bank draft payment	27%	30%	35%	0	0.00%

ACCOMPLISHMENTS:

- Maintained generation of 90% of all utility bills within forty-eight hours of the meter read date.
- Maintained the active participation rate for bank drafting utility account payments.
- Maintained the active participation rate for customers using the Internet account charge and consumption inquiry at 18% of the customer base.
- Completed 98% of utility work orders within three business days of request.

WATER PRODUCTION

The City's Water Production section is responsible for providing a reliable source for safe drinking water to customers contained within the City's 57-square mile service area which includes the incorporated city limits and adjacent unincorporated areas.

The Water Production program is responsible for licensed operation and maintenance of all equipment associated with the City's twelve (12) million gallons per day (mgd) Water Treatment Facility. The treatment facility includes an 8 mgd lime softening process and a 4 mgd low pressure reverse osmosis (LPRO) process. Water is blended from both treatment processes prior to distribution. The LPRO concentrate serves as an irrigation source water source as it is blended with reclaimed water for public access irrigation.

The water production section operates and maintains five (5) wellfields that withdraw groundwater from the Upper Florida aquifer through 38 existing wells to meet current and future water demands. The five wellfields, starting in the west and continuing easterly toward the city, include the Rima Ridge, Hudson, Breakaway Trails, State Road 40, and Division Avenue wellfields. Additionally, two elevated storage tanks & 2 ground storage tanks (total storage @ 4.7 mg) and five booster pumping stations are contained within the distribution system to further assist the delivery of finished water to customers.

The program also maintains the water system in conformance with the requirements of the Safe Drinking Water Act, the regulations of the Florida Department of Environmental Protection, Florida Department of Health (DOH) and the Consumptive Use Permit conditions issued by the St. Johns River Water Management District.

WATER PRODUCTION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Water & Wastewater	3,883,683	4,323,844	5,175,140	851,296	19.69%
Total	3,883,683	4,323,844	5,175,140	851,296	19.69%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	1,667,031	2,131,461	2,213,837	82,376	3.86%
Operating	2,216,652	2,192,383	2,961,303	768,920	35.07%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	3,883,683	4,323,844	5,175,140	851,296	19.69%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
<u>Full-time Positions:</u>					
Utilities Manager	1.00	1.00	1.00	0.00	0.00%
Utilities Engineer	2.00	2.00	2.00	0.00	0.00%
Office Assistant II	1.00	1.00	1.00	0.00	0.00%
Chief Treatment Plant Oper. "A"	1.00	1.00	1.00	0.00	0.00%
Supervisor of Equipment Mnt.	1.00	1.00	1.00	0.00	0.00%
Utility Mnt. Foremen	1.00	1.00	1.00	0.00	0.00%
Lead WTP Operator	1.00	1.00	1.00	0.00	0.00%
Treatment Plant Operator	8.00	8.00	9.00	1.00	12.50%
Plant/Pump Mechanic	1.00	1.00	1.00	0.00	0.00%
Utility Electrician	1.00	1.00	1.00	0.00	0.00%
Enviro. Regulatory Compl. Coord.	1.00	1.00	1.00	0.00	0.00%
Sludge Hauling Tech	1.00	1.00	1.00	0.00	0.00%
SCADA Tech.	1.00	2.00	2.00	0.00	0.00%
<u>Part-time Positions:</u>					
Treatment Plant Operator (1)	0.50	0.50	0.50	0.00	0.00%
Total	21.50	22.50	23.50	1.00	4.44%

* Indicates primary department

WATER PRODUCTION

GOALS:

- Maintain compliant and reliable water production activities meeting customer use demands and regulatory standards to include 4 log Removal Disinfection Certification Status for 12 MGD Water Treatment Facility (8 MGD Lime Softening / 4 MGD LPRO Processes) which requires a 0.7 mg/L Free Chlorine in all three Clearwells and a Combined Filter Effluent (CFE) turbidity of less than or equal to 1 NTU.
- Maintain compliant and reliable water production activities for control of lead and copper, specifically through the use of corrosion inhibitor, to include triennial lead and copper sampling of the distribution system and maintaining an LSI in the finished water of +/- 0.20.
- Maintain an impeccable safety record with a zero loss of work record.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Implement new and improved Safety Procedures including but not limited to gas detection device and use for confined space entry and other Personal Protection Equipment and usage.
- Maintain accurate records and submit regulatory reports on schedule.
- Enhance record keeping and tracking practices for water loss prevention and audit purposes.
- Continue to assess well field, in-plant and distribution system operations to identify all groundwater and finished water use.
- Continue to amend the Water Plants Standard Operating procedures
- Maintain accurate database for recording well pumping, water distribution system flushing, leak detection, main break and fire hydrant flushing activities for quantifying water use and for adherence to regulatory permit standards.
- Promptly and efficiently address recommendations made during periodic Florida Dept. of Health (FDEP/ FDOH) inspections.
- Continue the integration and efficiently utilize the VT SCADA/ RTU systems for in-plant and remote wellfields and storage tanks and booster pumping stations.
- Continue to repaint aboveground yard piping to coincide with FDEP regulations.
- Consistently monitor the status of the LPRO Membranes by utilizing the normalization software provided by the membrane manufacturer.
- Improve plant equipment efficiency reduce downtime through timely maintenance and replacement.
- Continue study to site and permits additional production wells.
- Continued design and refurbishment of the aeration tank, blowers, clear well project.
- Procure contractors to remediate the corrosion and paint the Clairicone treatment units
- Procure contractors to clean and inspect ALL potable water tanks and clearwells
- Procure a contractor or equipment to remove the lime sludge from the south pits.

WATER PRODUCTION

PERFORMANCE MEASURES:

	Actual FY 2022-23	Actual FY 2023-24	Estimate FY 2024-25	<u>Change</u> FY 2023-24 to FY 2024-25	<u>% Change</u> FY 2023-24 to FY 2024-25
Volume of water (in MG) processed during reporting period	2,042	2,161	2,212	51	2.37%
Volume of wastewater (in MG) processed during reporting period	1,772	2,099	1,956	(143)	-6.81%
Volume of Reclaimed Water (in MG) distributed during reporting period	1,230	1,129	1,200	71	6.29%
Total volume of raw sewage collected for treatment (MGD AADF) from retail customers	5.33	5.75	5.35	(0)	-6.96%
Total number of manhole failures in collection system	201	150	125	(25)	-16.67%
Total number of leaks in distribution system	211	683	300	(383)	-56.08%
Total number of pipeline breaks in distribution system	34	59	45	(14)	-23.73%
Total number of leaks in reclaimed water system	27	22	30	8	36.36%
Total number of pipeline breaks in reclaimed water system	7	8	10	2	25.00%
Sum of all qualified formal training hours completed by all employees	700	700	700	-	0.00%
Number of calendar days utility was in full compliance with all drinking water quality and treatment technique requirements contained in National Primary Drinking Water Regulations	365	365	365	-	0.00%
Number of calendar days utility was in full compliance with all drinking water quality and treatment technique requirements contained in National Secondary Drinking Water Regulations	365	365	365	-	0.00%
Total number of standard non-compliance days	-	-	-	-	-
Total water treatment plant effluent flow distributed to distribution system	2,042	2,161	2,200	39	1.80%

ACCOMPLISHMENTS:

- Maintained compliant Consumptive Use Permit (CUP) operating and reporting requirements and annual groundwater withdrawal allocations. Current year groundwater withdrawal allocation at 8.041 MGD. Current year annual average day groundwater withdrawals for FY 2023-24 at 5.962 MGD.
- Reporting includes semi-annual EN-50 Groundwater Withdrawal & Annual Wetlands Monitoring reports along with other groundwater conditions sampling, monitoring
- Completed 2023 Annual Water Quality “Consumer Confidence” Report.
- Maintained compliant and reliable water production activities meeting customer use demands and regulatory standards. Current year water plant average day production is 5.51 Million Gallons per Day (MGD) with 6.71 max day demand during previous 12-month period (May 2024).
- Provide necessary training and continuing education opportunities to current operations staff to promote licensure certification and personnel expertise.

WATER PRODUCTION

- Maintained Citywide Workplace Safety Program as it pertains to Utilities.
- Maintained the distribution system through consistent monthly flushing programs.
- Controlled biological growth in the distribution system by conducting two “Change in Disinfection” event.
- Updated the Water Plant’s Standard Operating Procedures
- Trained Water Treatment Plant Operators in the use of the E-logs to accurately record daily plant activities.
- Completed the input of plant equipment inventory in new Asset Management software.
- Staff has been trained to utilize the Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement.
- Continued using the Tour Trax Asset management system to ensure that quality inspections on vital equipment are done consistently around the plant.
- Upgraded the security surveillance equipment around the facility
- Continued the Water Plant beautification project. This project includes the remediation of rust and corrosion on the plant infrastructure, the addition of planters, shrubbery and trees, as well as painting the pipes and the interior of the Administration building.
- Upgraded ALL compliance and operational instrumentation throughout the water plant and pumping stations
- Succeeded in cross training Operators to assist in miscellaneous duties such as BacT collection and instrumentation calibration.
- Implemented a Lock Out Tag Out system at the Water Plant
- Maintain a zero loss of work record by way of continuously implementing plant safety measures.
- Completed the Consumptive Use Permit Renewal Process.
- Added VFD motor control to the production wells to increase efficiency and save energy.
- Added Use cellular technology for RTU/SCADA communications to replace radios where signal strength is no longer acceptable.

WASTEWATER TREATMENT

The City's Wastewater Treatment section is responsible for the compliant operation and maintenance of an advanced domestic wastewater treatment facility having an annual average day capacity of 8.0 million gallons per day (mgd). The treatment process utilized at the City's WWTP consists of influent pumping with odor control, primary screening, five-stage Bardenpho™ (fermentation, first anoxic, aeration, second anoxic, and re-aeration), clarification, media filtration, and disinfection. The wastewater section is also responsible for the reliable operation of over eighty (80) remote lift stations contained within the sanitary sewer service area.

The wastewater treatment facility serves as the source of water for the City's public access reclaimed water system. The reclaimed water system generally consists of two reclaimed water storage tanks (one with a capacity of 3.0 million gallons and one with a capacity of 4.0 million gallons, one high service pump station with a total installed pumping capacity rated at 9800 gpm (14.1 mgd) at 85 psi. This program produces approximately 840 million gallons of reuse water annually, providing an available alternative water source for irrigation needs for 2,345 reuse customers in addition to two golf courses. Treated effluent not reused for irrigation is discharged to the City's permitted surface water discharge, the Halifax River. De-watered residuals (or biosolids) are transported from the wastewater treatment facility and treated to Class AA residual standards by a State-licensed contractor.

Competent, State-licensed operators are responsible for operating the plant in conformance with the requirements of the Clean Water Act, the operating permit and NPDES (National Pollution Discharge Elimination System) permit issued by the Florida Department of Environmental Protection (DEP) and the Environmental Protection Agency (EPA).

WASTEWATER TREATMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Water & Wastewater	3,559,215	3,728,573	4,439,203	710,630	19.06%
Total	3,559,215	3,728,573	4,439,203	710,630	19.06%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	959,049	1,285,038	1,321,974	36,936	2.87%
Operating	2,600,166	2,443,535	3,117,229	673,694	27.57%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	3,559,215	3,728,573	4,439,203	710,630	19.06%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Utility Mnt. Foreman	1.00	1.00	1.00	0.00	0.00%
Plant/Pump Mechanic	2.00	2.00	2.00	0.00	0.00%
Chief Treatment Plant Operator	1.00	1.00	1.00	0.00	0.00%
Lead Operator	1.00	1.00	1.00	0.00	0.00%
Treatment Plant Operator	8.00	8.00	9.00	1.00	12.50%
Total	13.00	13.00	14.00	1.00	7.69%

WASTEWATER TREATMENT

GOALS:

- Attain zero permit exceedances for upcoming year.
- NELAC certify plant laboratory for bacteriological testing (Fecal & Total Coliform, E.Coli and Enterococci Bacteria). In Process
- Decant pump station upgrades and modifications with new pumps and piping to centrifuge. In Process. WRF Improvements
- Install middle mixer in PAN tank #1. In Process. WRF Improvements
- Replace all Wylo submersible mixers with more reliable Flygt mixers as units fail. CIP
- Upgrade to UV disinfection installation which will eliminate Hypo and Bisulfite chemicals and decrease Fecal Coliform, Enterococci, Giardia and Cryptosporidium non-compliance events which is being partially funded by a state grant. In Process
- Replace failed RAS/WAS isolation valves. CIP
- Improve overall SCADA control of equipment and processes for ease of plant operation. On-Going
- Execute Grit Removal contract and complete recommended grit removal from Sedivision results on Fermentation, Carrousel and Post Anoxic Tanks. Sedivision completed. Removal being budgeted for 24-25
- Continue to maintain reliable WWTP operations monitoring and reporting standards and operation parameters for reuse and surface water discharges and Class AA residuals sludge disposal in accordance with regulatory conditions contained in the City's current FDEP Operating Permit. On-going
- Continue optimizing reuse disposal system operations and expansion to further reduce surface water discharges to Halifax River and to promote water conservation. On-going
- Complete the annual reporting requirements for the following topics and activities: Capacity Analysis, Reuse Summary and Correlation, Pretreatment DMR, Primary and Secondary Drinking Water Standards, Summary of Water Quality and Residuals.
- Provide necessary training and continuing education opportunities to current operations staff to promote licensure certification and personnel expertise On-going
- Improve plant equipment and Lift Stations through maintenance, replacement and purchase of critical equipment spares On-going
- Design, permit and construct new WRF headworks. Future CIP
- Design, permit and construct new WRF influent pumping station. Future CIP
- Award and complete WRF improvements to sludge decant and polymer rooms and new post anoxic mixer in PAN tank #1 In process
- Replacing a sand filter with a Diamond Filter cloth media filter.
- Rehab and remodel Operations building
- Apply to FDEP when applicable to reduce required operating hours from 24 hours per day to 16 hours per day
- Replace 2 Sand Filters with Aquadiamond filters. Planning in process
- Install actuators and SCADA control for the 3 Tea Cup grit removal units. In Process
- Install overflow channel at bar screen to avoid headworks overflows.
- Install new Carrousel mixer VFD's and tie to SCADA for future process control automation. 2 units for Outboards are in process and 2 for inboards will be on next budget

- Bar Screen rebuilds. 1 unit out of 2 in process

WASTEWATER TREATMENT

- Rebuild failing Clarifier distribution box actuator gears. Awaiting vendor quote
- Modify screw pump roof for access to pumps CIP
- Begin secondary clarifier rehabs at 1 unit per year.
- Build new Main Lift Station within 2 years.
- Reduce Surface Water Discharges via increase reclaim system storage.
- Reduced fecal coliform permit exceedances for 11 straight months since recommended improvements completed.
- Replaced WAS and RAS pump VFD's and tie to SCADA for operational control. 5 out of 7 complete
- Completed input of plant equipment inventory in new Asset Management software. Get staff trained and utilize Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement. Partial completion
- Both Centrifuge units were disassembled and rebuilt by Flottweg
- Replaced roof top AC unit for Operations building.
- Added VFD's and SCADA control improvements for Effluent Transfer pumps.
- Replaced Influent Pump #3 VFD.
- Rectified longstanding FPL plant power imbalance equipment issues that was damaging equipment and causing plant operational issues. Rectified at motor starters
- Completed preparation of bid documents and award for multi-year contracts for annual chemical supplies for water and wastewater treatment facilities and wastewater residuals hauling treatment and disposal contract services
- Completed the sampling and reporting requirements for the following topics and activities: Reuse, Pretreatment DMR, Primary & Secondary Drinking Water Standards, Priority Pollutants, EPA 503 Biosolids, Reuse Summary and Correlation, Summary of Water Quality & Residuals, Bi-annual Giardia and Cryptosporidium, Semi-annual SWD Toxicity, quarterly Groundwater Monitoring and monthly Discharge Monitoring Reports.
- Plant processed 2,103 million gallons of influent flow (5.75 MGD annual avg. day) and distributed 1,129 million gallons of reuse product (3.08 MGD annual avg. day) for reporting period 6/1/23 to 5/31/24.
- Accurately monitored and reported operation parameters for reuse and surface water discharges and Class AA residuals sludge disposal in accordance with regulatory conditions contained in the City's current FDEP Operating Permit.
- Provided necessary training and continuing education opportunities to current operations staff to promote licensure certification and personnel expertise.
- Installed audible and visual Turbidity, Secondary Scum Well and Dewatering Pump Station wet well alarms.
- Multitude of plant lighting improvements for safety.

WATER DISTRIBUTION

The Water Distribution Section is responsible for reliable operation of the water distribution system.

State-licensed operators and experienced technicians operate and maintain over 400 miles of potable and 25 miles of raw water mains comprised of several material types to include nearly 2000 fire hydrants and thousands of various sized valves and miscellaneous appurtenances.

In addition, this section is responsible for the installation of all new water meters, testing, calibration and/or replacement of existing water meters, enforcement of the cross connection control program and backflow prevention device maintenance. The water distribution crews also self-perform leak detection reconnaissance of the distribution system and respond to all customer requests for assistance and perform any repairs necessary to maintain system service reliability.

WATER DISTRIBUTION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Water & Wastewater	1,488,168	1,581,713	1,720,373	138,660	8.77%
Total	1,488,168	1,581,713	1,720,373	138,660	8.77%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	943,218	1,008,981	1,100,027	91,046	9.02%
Operating	544,950	572,732	620,346	47,614	8.31%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,488,168	1,581,713	1,720,373	138,660	8.77%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Supervisor of Water Distribution	1.00	1.00	1.00	0.00	0.00%
Office Assistant II	0.25	0.00	0.00	0.00	0.00%
Utility Mapping/Locate Tech.	0.50	2.00	2.00	0.00	0.00%
System Maintenance Foreman	2.00	2.00	2.00	0.00	0.00%
Water Distribution Operators	8.00	8.00	8.00	0.00	0.00%
Utility Electrician	0.25	0.00	0.00	0.00	0.00%
Water Quality Control Tech	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Utility Mapping/Locate Tech.	0.50	0.00	0.00	0.00	0.00%
Total	13.50	14.00	14.00	0.00	0.00%

WATER DISTRIBUTION

GOALS:

- Maintain reliable water distribution system operations for meeting customers use and quality demands.
- Continue to search for sources of unaccounted for water with emphasis on leak detection program, frequent large meter testing and maintenance of accurate flushing record database to detect all usage throughout City's distribution system. Perform leak detection with in-house personnel for distribution system annually.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Implement new and improved Safety Procedures including but not limited to gas detection device and use for confined space entry and other Personal Protection Equipment and usage.
- Ensure main breaks and service interruptions are repaired in a timely manner and noticed in accordance with pertinent Florida Dept. of Health Regulations.
- Test and inspect all City owned backflow preventers on an annual basis.
- Complete 100% of all service work orders prepared for fire hydrants as identified by Utilities and Fire Department inspections.
- Complete maintenance of all fire hydrants in Ormond by the Sea per yearly contract condition with Volusia County.
- Complete input of asset inventory in new Asset Management software. Get staff trained and utilize Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement.
- Continue enhancements to City's Cross Connection Control Program and compliance rating.
- Modify for efficiencies and continue to improve current distribution system monitoring, sampling and flushing programs to promote better understanding of system operating conditions and improve water quality.
- Install all new meter requests received due to new development or new customer requests for service.
- Perform accuracy testing on water meters in accordance with or exceeding AWWA standards as referenced in the Water Meter Testing and Repair Manual.
- Complete the Phase IV design for the water main replacement project.
- Construct a secondary 24" raw water main along SR40 from Hunters Ridge to Williamson Boulevard.
- Award bid and complete Leeway Storage Tank and Pump Station Rehabilitation and Improvements project.
- Begin implementation of Western service area improvements including completion of SR 40 / Airport Road water main loop project.
- Have the internal parts of the Residential Dual Checks changed out that are nearing their 10-year life span.
- Continue installing Insert a Valves in areas where there are long distances between in-line valves.

WATER DISTRIBUTION

ACCOMPLISHMENTS:

- Maintained reliable water distribution system operations for meeting customer water use demands and water quality concerns.
- Continued activities and focus to minimize unaccounted water with emphasis on large meter testing, leak detection, flushing database records, small meter replacement and raw water metering accuracy and reporting.
- Repaired all water main breaks and service interruptions in a timely manner and notified affected customers in accordance with pertinent FDEP/ FDOH regulations.
- Inspected and/ or repaired all city owned backflow prevention devices (BFPD). Continue installation of BFPD on city owned irrigation systems lacking protection.
- Installed new or exchanged approximately 275 water meters.
- Serviced approximately 290 fire hydrants in Ormond-by-the-Sea that are under a maintenance contract with Volusia County Fire Dept., performed maintenance activities on 120 fire hydrants within city limits located between Beach St and US1 starting from south city limits.
- Responded to and performed repairs on approximately 59 main breaks and 624 service laterals and prepared the necessary Precautionary Boil Water Notices.
- Tested and repaired 100% of all meters within City sized 3" and larger scheduled for this fiscal year. Continue scheduling four to six-year testing program on 2" and 1 ½" water meters
- Replaced approximately 8 non-operable isolation valves of various sizes throughout distribution system.
- Performed scheduled valve maintenance activity on approximately 225 water main valves and as necessary in support of scheduled system shutdowns associated with capital projects or water distribution main and services breaks.
- Flushed water mains for Cl2 residual and overall water quality maintenance from US1 to west City Limits.
- Serviced 26 automatic flushing devices in various locations throughout distribution system.
- Located, marked, and exercised valves in preparation for the 2-inch main replacement program.
- Located all in-line and hydrant valves for the completed instillation of the N US 1 expansion project. Also made sure all valves were on and centered in the valve boxes.
- Locate Technicians located a total of 9,784 locates in 2023.

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

The City's wastewater collection system section is responsible for maintaining reliable operating characteristics throughout the City's wastewater customer service area for:

- 182 miles of gravity sewer main
- 54 miles of force mains
- 24 miles of reuse water mains
- 23 miles of low-pressure sewer mains

The Wastewater Collections program services and maintains over 1,600 Pretreatment Effluent Pumping (PEP) systems serving the low pressure sewer collection needs at the Hunter's Ridge and Breakaway Trails development areas.

The wastewater collection and reuse distribution program performs various preventative maintenance functions to include televising sewer mains for determination of repair needs and identifying inflow-infiltration areas of concern, root control, and periodic pigging of force mains due to main pressure fluctuations affecting operational reliability.

This program also provides round the clock piping and manhole repair activities and response to customer requests for assistance in the event of a sewer backup or reuse irrigation service interruption.

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Water & Wastewater	1,341,382	1,577,833	1,639,761	61,928	3.92%
Total	1,341,382	1,577,833	1,639,761	61,928	3.92%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	758,090	913,189	927,453	14,264	1.56%
Operating	583,292	664,644	712,308	47,664	7.17%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,341,382	1,577,833	1,639,761	61,928	3.92%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
System Mnt. Foremen	2.00	2.00	2.00	0.00	0.00%
Supervisor of Collection/Reuse	1.00	1.00	1.00	0.00	0.00%
Plant/Pump Mechanic	2.00	2.00	2.00	0.00	0.00%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.00%
Maintenance Worker III	3.00	3.00	3.00	0.00	0.00%
Maintenance Worker IV	2.00	2.00	2.00	0.00	0.00%
Total	13.00	13.00	13.00	0.00	0.00%

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

GOALS

- Maintain reliable wastewater collection system (gravity and force main) and reuse storage and distribution operations for customers.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Implement new and improved Safety Procedures including but not limited to gas detection device and use for confined space entry and other Personal Protection Equipment and usage.
- Continue sanitary sewer lining projects citywide.
- Prioritize multi-year lining contract scope of work and renewal to correct known defects or deteriorated portions of sewer mains to ensure the integrity of the system and reduce inflow and infiltration.
- Clean and televise approximately 10,000 feet of gravity sewer main and 200 each sewer laterals. PM activities are performed to prioritize and correct defects in deteriorated portions of sewer mains/ service laterals to reduce likelihood of overflows, inflow and infiltration.
- Begin input of asset inventory in new Asset Management software. Get staff trained and utilize Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement.
- Rehabilitation of 50 PEP Systems in Hunter's Ridge and Breakaway Trails Areas.
- Complete construction for Lift Station Rehabilitation Projects including station piping, valves and controls upgrades.
- Perform root control services on gravity sanitary sewer as necessary.
- Support Reuse Service area expansion and service to include recent priority to serve south peninsula area customers.
- Develop a Fats, Oils and Grease (FOG) program plan to assist in reducing the amount of the FOG clogging the sewer transmission lines. Initiate records database for development of inspection program for grease interceptors installed at commercial restaurants within the City's sewer collection service area.
- Review best practices concerning flushable items with all Daycare and Senior care facilities to enhance awareness of potentially harmful disposal methods.
- Begin implementation of western service area improvements related to wastewater collection and conveyance including extension of SR 40 Force main and site evaluation of Airport Road Utility Parcels.

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

ACCOMPLISHMENTS

- Successfully operated City-wide reuse system for annual period delivering reuse product to over 3,200 residential and 1 golf course customers having demand in excess of 1.3 Billion Gallons.
- Submitted the Annual Reuse Report 2024 per FDEP WWTF permit requirements illustrating 4.2 MGD of the 4.43 MGD annual average day flow received at the City's treatment facility is utilized for land application irrigation purposes.
- Maintained Standard Operating Procedures for Reuse Distribution System including responses to extended dry and wet weather conditions and notification to customers regarding service interruptions or other changes.
- Identified locations for additional meters and valves to provide better operational control and water accounting. Installation commenced.
- PEP System PM Activities: Completed rehabilitation of 21 units, replacement of 22 units, performed installation of 3 new units and performed electrical upgrades to 136 PEP System units replaced in West Ormond Low Pressure Sewer Service area.
- Cleaned approximately 7,000 feet of gravity sewer main and 129 each sewer laterals. Televised approximately 1500 feet of gravity sewer main and 333 each sewer laterals. Performed root control program activities on approximately 110 each sewer laterals.
- Completed monthly and annual scheduled preventative maintenance service calls for 95 sewage lift stations throughout the collection system which includes reassembly of each duplex configured pump and motor. Responded to all emergency call outs from SCADA and WIN911 Lift Station monitoring system after hours calls for service alarms (annual average 3 calls per week). Ongoing accomplishment
- Completed approximately 1145 repairs to collection system (gravity, force main, services and manhole) service calls and 130 reuse system leaks and main breaks.
- Completed a variety of lift station and motor replacements and repairs at various lift stations throughout the sanitary sewer collection system.
- Maintained reliable wastewater collection system (gravity and force main) and reuse storage and distribution operations for customers.
- Prepared design plans and specifications for bidding Lift Station Rehabilitation Project to include 4P and 11M lift station piping, valves and controls upgrades.
- Completed the Shadow Crossings Reuse Pump Facility Upgrades Project.
- Prepared design plans and specifications for the West 40 force main improvements project for promoting improved level of service and reliability and for developing effective options for developer considerations.
-

WATER AND WASTEWATER TRANSFERS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Water & Wastewater	2,938,919	10,925,478	11,634,419	708,941	6.49%
Total	2,938,919	10,925,478	11,634,419	708,941	6.49%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contingency	-	-	-	-	100.00%
Contributions and Transfers	2,938,919	10,925,478	11,634,419	708,941	6.49%
Total	2,938,919	10,925,478	11,634,419	708,941	6.49%

WATER AND WASTEWATER VEHICLE AND EQUIPMENT REPLACEMENT FUND

This fund accounts for replacement of existing vehicles and equipment for the benefit of Water and Wastewater.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Miscellaneous	24,366	-	-	-	0.00%
Transfer	150,000	250,000	250,000	-	0.00%
Use of Fund Balance	-	-	600,000	600,000	0.00%
Total	174,366	250,000	850,000	600,000	240.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	230,000	850,000	620,000	269.57%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	20,000	-	(20,000)	0.00%
Total	-	250,000	850,000	600,000	240.00%

WATER AND WASTEWATER RENEWAL AND REPLACEMENT FUND

This fund accounts for replacement of existing capital assets for the benefit of Water and Wastewater.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Bond Proceeds	-	-	2,870,000	2,870,000	0.00%
Intergovernmental	-	-	-	-	100.00%
Charges for Services	110,051	187,000	155,000	(32,000)	0.00%
Miscellaneous	284,967	-	100,000	100,000	0.00%
Transfers	-	3,113,000	3,071,951	(41,049)	-1.32%
Use of Retained Earnings	-	3,700,000	6,150,000	2,450,000	100.00%
Total	395,018	7,000,000	12,346,951	5,346,951	76.39%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	810,245	788,967	833,589	44,622	5.66%
Capital	2,422,638	6,211,033	11,513,362	5,302,329	85.37%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	3,232,883	7,000,000	12,346,951	5,346,951	76.39%

WATER AND WASTEWATER CONSOLIDATED DEBT SERVICE FUND

Used to account for principal and interest payments resulting from the issue of revenue bonds and debt financing.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Bond Proceeds		-	-	-	0.00%
Transfer	-	4,209,000	4,924,000	715,000	16.99%
Use of Fund Balance	-	1,000,000	-	(1,000,000)	0.00%
Total	-	5,209,000	4,924,000	715,000	13.73%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	4,728,137	5,209,000	4,924,000	(285,000)	-5.47%
Contributions and Transfers	(4,042,951)	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	685,186	5,209,000	4,924,000	(285,000)	-5.47%

WEST ORMOND REUSE IMPACT FEE FUND

This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of West Ormond irrigation facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	-	-	-	-	0.00%
Miscellaneous (Impact Fees)	8,686	-	-	-	0.00%
Use of Retained Earnings	-	-	-	-	0.00%
Total	8,686	-	-	-	0.00%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	9,950	-	-	-	0.00%
Capital	69,964	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	79,914	-	-	-	0.00%

WATER SYSTEM IMPACT FEE FUND

This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of water facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	-	-	-	-	0.00%
Miscellaneous (Impact Fees)	595,743	700,000	700,000	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Retained Earnings	-	2,072,500	-	(2,072,500)	0.00%
Total	595,743	2,772,500	700,000	(2,072,500)	-74.75%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	2,572,500	-	(2,572,500)	-100.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	200,000	700,000	500,000	0.00%
Total	-	2,772,500	700,000	(2,072,500)	-74.75%

WASTEWATER SYSTEM IMPACT FEE FUND

This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of wastewater facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Intergovernmental	-	-	-	-	0.00%
Miscellaneous (Impact Fees)	617,943	675,000	675,000	-	0.00%
Bond Issue	-	-	-	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Retained Earnings	-	-	-	-	0.00%
Total	617,943	675,000	675,000	-	0.00%

Expenditures:

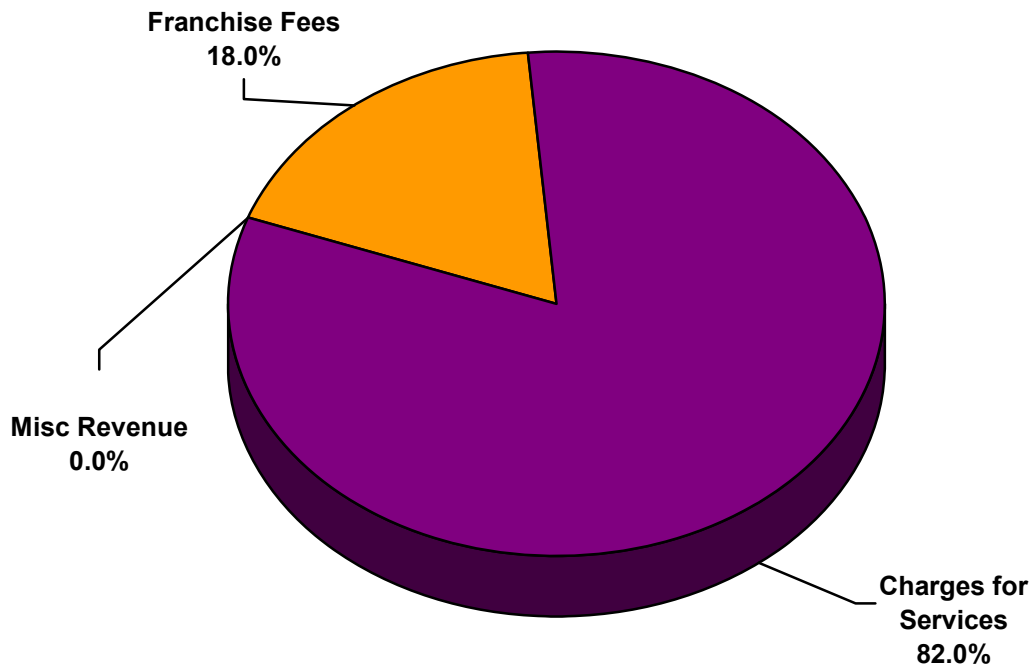
	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	675,000	675,000	-	0.00%
Total	-	675,000	675,000	-	0.00%



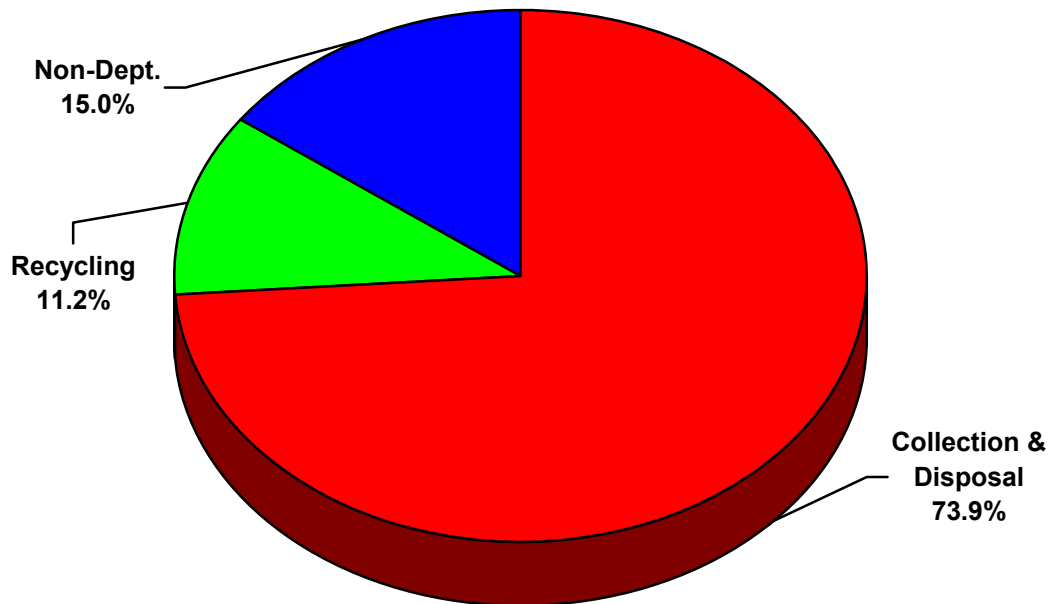
SOLID WASTE FUND SUMMARY

Description	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Revenues					
Franchise Fees	2,325,319	2,394,500	1,864,304	(530,196)	-22.14%
Intergovernmental	-	-	-	-	0.00%
Other Charges for Services	8,770,282	10,890,000	11,542,000	652,000	5.99%
Misc. Revenue	(26,362)	1,000	1,000	-	0.00%
Transfers In	-	-	-	-	0.00%
Use of Retained Earnings	-	-	-	-	0.00%
Total Net Revenues	11,069,239	13,285,500	13,407,304	121,804	0.92%
Expenditures					
Collection & Disposal	11,230,912	9,816,266	8,796,648	(1,019,618)	-10.39%
Recycling	1,298,152	1,482,796	1,309,300	(173,496)	-11.70%
Non-Departmental	1,343,962	1,986,438	3,301,356	1,314,918	66.19%
Total Net Expenditures	13,873,026	13,285,500	13,407,304	121,804	0.92%

SOLID WASTE FUND REVENUES



SOLID WASTE FUND EXPENDITURES



SOLID WASTE COLLECTION AND DISPOSAL

Through an exclusive franchise with a private contractor, the Collection and Disposal program provides for curbside collection of Class I residential solid waste twice per week and yard once per week. The contractor also collects solid waste from all commercial businesses a minimum of three (3) days per week to a maximum of six (6) days per week.

The contractor disposes of all Class I solid waste at the Volusia County solid waste facility. Residential customers pay a monthly fee to cover the costs of collection and disposal. Commercial customers are presently charged per cubic yard of solid waste disposed in two, four, six and eight cubic yard containers.

Approximately 28,000 tons of solid waste consisting of residential (15,000 tons) and commercial (13,000 tons) is collected annually (excludes 8,300 tons of yard waste).

SOLID WASTE COLLECTION AND DISPOSAL

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Solid Waste	11,230,912	9,816,266	8,796,648	(1,019,618)	-10.39%
Total	11,230,912	9,816,266	8,796,648	(1,019,618)	-10.39%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	144,695	255,821	306,828	51,007	19.94%
Operating	11,086,217	9,525,445	8,489,820	(1,035,625)	-10.87%
Capital	-	35,000	-	(35,000)	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	11,230,912	9,816,266	8,796,648	(1,019,618)	-10.39%

Staffing Summary:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Full-time Positions:					
Public Works Operations Mgr.	0.00	1.00	1.00	0.00	0.00%
Total	0.00	1.00	1.00	0.00	0.00%

SOLID WASTE COLLECTION AND DISPOSAL

GOALS:

Collection and Disposal:

- Complete 100% of daily residential and commercial collections no later than 7:00 p.m. each day.
- Achieve an on-time daily collection rate of at least 95% (collections time variance of no more than four (4) hours from original time).

Recycling:

- Achieve a monthly participation rate for residential customers of 90%.
- Divert a total of 30% from all solid waste (includes C/D, yard waste tires, etc.) generated within the City from being disposed at a certified Class I Landfill (includes commercial recycling).
- Maintain the number of recyclables collected per residential unit at an average of five (5) pounds.

PERFORMANCE MEASURES:

	Actual FY 2022-23	Estimate FY 2023-24	Estimate FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Workload:					
Residential collections	17,650	17,971	18,000	29	0.16%
Commercial collections	550	519	522	3	0.58%
Recycling customers	18,125	18,592	18,625	33	0.18%
Efficiency/Effectiveness:					
Inquiries-Residential collections monthly average	73	35	40	5	14.29%
Inquiries-Commercial collections monthly average	17	5	8	3	60.00%

ACCOMPLISHMENTS:

Collection & Disposal:

- Completed 100% of solid waste collections on time (residential/commercial)
- Achieved a 100% on-time daily collection rate.
- Received compliments for excellence in service provided

Recycling:

- Achieved a monthly participation rate of 90%.
- Achieved a diversion rate of 30% (elimination of glass 5/19)
- Maintained 12 recyclable items collected curbside.
- Maintained a 100% compliance with daily recycling bin delivery.
- Maintained an average 5 pounds per household of recyclables collected curbside.
- Successfully promoted recycling program changes, elimination of glass from recycling collection to the community

SOLID WASTE RECYCLING

The Recycling program provides curbside collection of fourteen (14) different recyclable products for all residential customers on a once per week basis through a private contractor. The program was initiated on a citywide basis on July 1, 1991 in order to meet the requirements of the 1988 Solid Waste Management Act, which requires cities and counties in the State of Florida to reduce the amount of solid waste disposed at landfills by 30%.

Approximately 3,500 tons of recyclable materials are collected annually. Residential customers pay a monthly fee to cover the costs of recycling.

In addition, the program provides educational classes and materials through publications, trade shows and in-school presentations.

SOLID WASTE RECYCLING

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Solid Waste	1,298,152	1,482,796	1,309,300	(173,496)	-11.70%
Total	1,298,152	1,482,796	1,309,300	(173,496)	-11.70%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	1,298,152	1,482,796	1,309,300	(173,496)	-11.70%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,298,152	1,482,796	1,309,300	(173,496)	-11.70%

SOLID WASTE TRANSFERS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Solid Waste	1,343,962	1,986,438	3,301,356	1,314,918	66.19%
Total	1,343,962	1,986,438	3,301,356	1,314,918	66.19%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Debt Service	-	-	-	-	0.00%
Contributions and Transfers	1,343,962	1,709,480	1,720,868	11,388	0.67%
Contingency	-	276,958	1,580,488	1,303,530	0.00%
Total	1,343,962	1,986,438	3,301,356	1,314,918	66.19%



WORKERS COMPENSATION FUND

This fund is used to account for expenditures associated with providing workers compensation coverage to employees.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Internal Service Charges	781,612	781,612	826,612	45,000	5.76%
Miscellaneous	12,181	25,000	25,000	-	0.00%
Use of Fund Balance	-	-	1,000,000	1,000,000	0.00%
Total	793,793	806,612	1,851,612	1,045,000	129.55%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	736,507	732,500	777,500	45,000	6.14%
Capital	-	-	-	-	0.00%
Contributions and Transfers	74,112	74,112	1,074,112	1,000,000	1349.31%
Total	810,619	806,612	1,851,612	1,045,000	129.55%

GENERAL LIABILITY INSURANCE FUND

This fund is used to account for expenditures associated with providing general liability coverage to employees.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Internal Service Charges	1,460,253	2,455,253	2,905,253	450,000	18.33%
Miscellaneous	95,288	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	1,555,541	2,455,253	2,905,253	450,000	18.33%

Expenditures:

	Actual FY 2022-23	Estimate FY 2023-24	Budget FY 2024-25	Change FY 2023-24 to FY 2024-25	% Change FY 2023-24 to FY 2024-25
Personnel Services	-	-	-	-	0.00%
Operating	1,851,749	2,417,400	2,867,400	450,000	18.62%
Capital	-	-	-	-	0.00%
Contributions and Transfers	166,544	37,853	37,853	-	0.00%
Total	2,018,293	2,455,253	2,905,253	450,000	18.33%

CAPITAL IMPROVEMENTS
TABLE OF CONTENTS

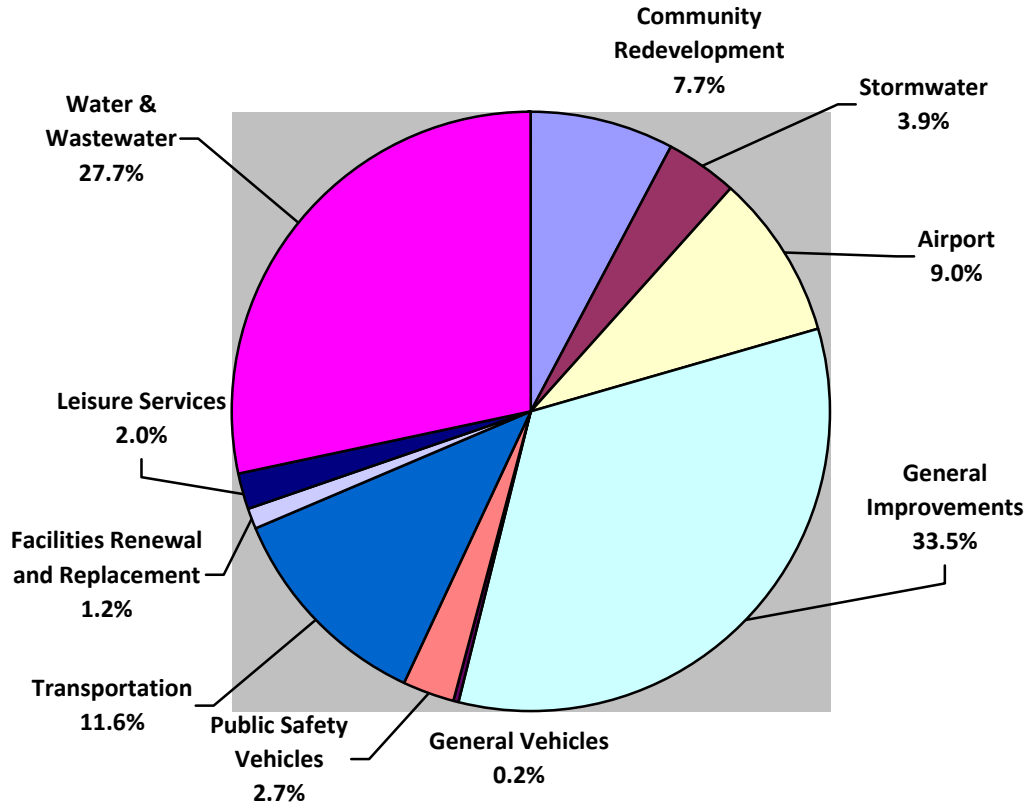
CAPITAL IMPROVEMENTS

CIP Expenditures	254
CIP Funding Sources	255
Proposed Projects	256

Overview

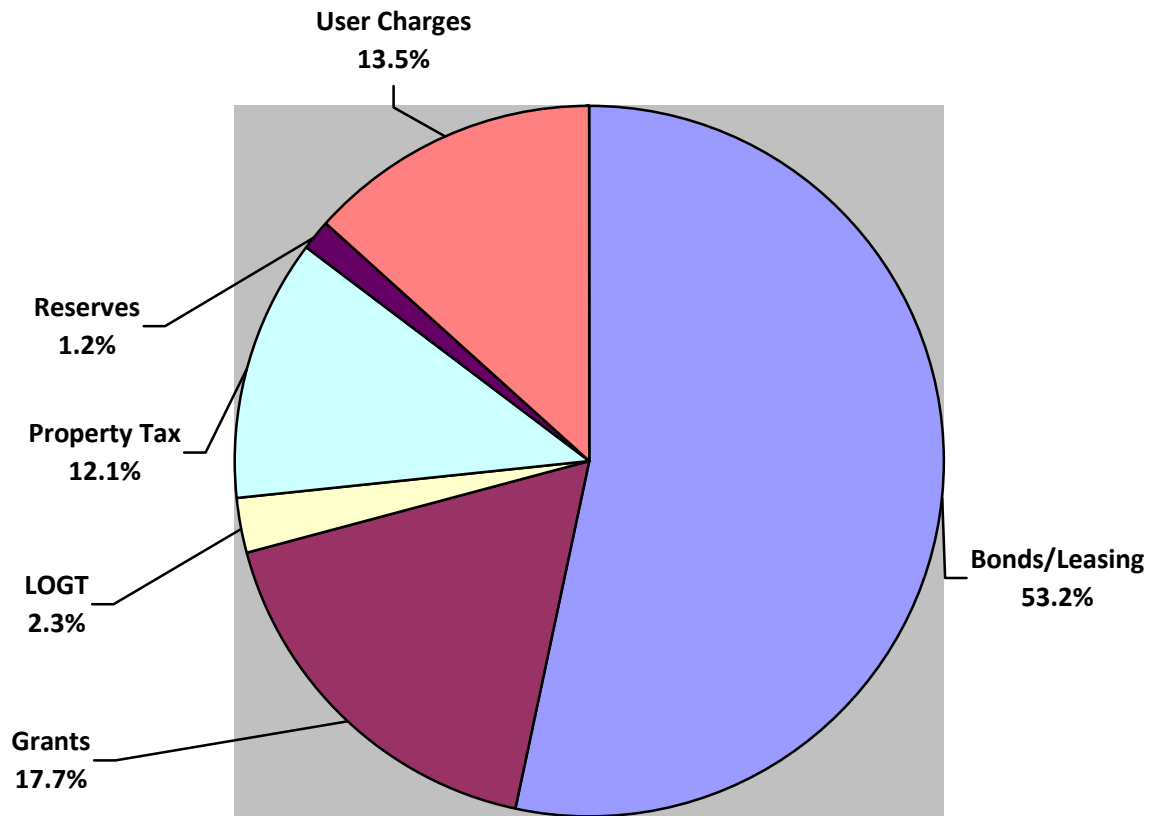
The City's Five-Year Capital Improvements Program represents a substantial effort to identify and schedule capital investments for a multi-year.

Expenditures



Category	Total
Community Redevelopment	\$12,362,989
Stormwater	6,305,000
Airport	14,472,952
General Improvements	54,044,000
General Vehicles	272,000
Public Safety Vehicles	4,433,000
Transportation	18,789,795
Facilities Renewal and Replacement	1,879,000
Leisure Services	3,300,000
Water & Wastewater	45,546,512
TOTAL	\$161,405,248

Revenues



Category	Total
Bonds/Leasing	\$85,863,642
Grants	28,573,844
Local Options Gas Tax	3,750,000
Property Tax	19,505,972
Reserves	1,987,790
User Charges	21,724,000
TOTAL	\$161,405,248

FY 2024-25 CIP Projects

Fund 104-Community Redevelopment

Downtown improvements are funded through property tax revenue which is expendable only within the downtown area. For FY 2024-25 the primary Public Art initiative (\$100,000) and the annual allocation to Upgrades and Improvements (\$120,000).

Fund 107-Stormwater Drainage Improvements

FY 2024-25 projects the continuation of the Stormwater Piping Replacement project (\$250,000), Stormwater Construction (\$950,000) and Vehicle Replacements (\$305,000).

Fund 108-Airport Fund

There are no Airport projects planned for FY 2024-25.

Fund 301-General Improvement Fund

Projects included for FY 2024-25 are Military Boulevard Sidewalks partially funded by CDBG funds (\$274,000), Engineering Renovation (\$250,000), Fleet Canopy Improvements (\$700,000), Police Station/EOC Design (\$2,900,000) and Data Center Infrastructure (\$800,000).

Fund 302-General Vehicle and Equipment Replacement

The FY 2024-25 plan includes the replacement of two Public Works vehicles, three Leisure Service vehicles, and two Engineering Vehicles (\$272,000).

Fund 305-Public Safety Vehicle and Equipment Replacement

The FY 2024-25 plan includes the replacement of six Patrol Vehicles and three Special Unit vehicles (\$533,000).

Fund 308-Transportation

Transportation projects include Neighborhood Traffic Calming (\$50,000), Railroad Crossings (\$200,000), Road Rehabilitation (\$750,000), Sidewalk Repairs & Replacements (\$112,000). Also proposed is the annual allocation for Street Light and Traffic Signal Maintenance (\$105,000).

Fund 317-Facility Renewal and Replacement

For FY 2024-25, projects include Central Park 3 Overlook (\$36,000), Fire Station 91 Playground Equipment Replacement (\$185,000), Fire Station bay floor and concrete (\$60,000), Fire Station 93 HVAC (\$40,000), Nova Magic Forest Playground Repairs (\$25,000), Nova Skate Park Hand

Rails (\$25,000), Sanchez Fishing Pier Refurbishment (\$170,000) and Shell Parking Lot Refurbishment (\$51,000). *Projects below the CIP threshold will be included as part of the annual operating budget.*

Fund 322-Leisure Service Capital

The funding provided for FY 2024-25 will be utilized to reconstruct OBSC Softball Fields, replace shade structure and fencing (\$800,000) and technical engineering for Nova Field #1 (\$100,000).

408-Water & Wastewater Vehicle and Equipment Replacement

The FY 2024-25 plan includes the replacement of three large trucks. (\$850,000).

Fund 409-Water and Wastewater System Improvements

Annual recurring projects totaling \$3.6 million include Fire Hydrant & Valve Expansion Program, General Facility and System Upgrades, Lift Station Rehabilitation, Manhole Rehabilitation Program Meter Installation, PEP Tank Replacement and Sanitary Sewer Inflow Infiltration. Non-recurring projects totaling \$7.9 million include design for several projects: Halifax River Utility Crossing, Water Main Replacement, RWM Extension Reuse Reservoir, and WRF Filter Modifications.

Operating Expenditures

During the capital improvement process, additional staffing requirements and ongoing operating expenses are identified for inclusion in the appropriate department's operating budget. No significant increases in operating revenue or expenditures are anticipated as a result of capital projects. Below is a matrix, by fund, detailing the additional annual operating expenditures anticipated if the identified capital projects were not funded.

Category	Total
Community Redevelopment	\$250,000
Stormwater	350,000
Airport	200,000
Economic Development	50,000
General Improvements	250,000
General Vehicles	0
Transportation	300,000
Facilities Renewal and Replacement	50,000
Water & Wastewater	500,000
Solid Waste	15,000

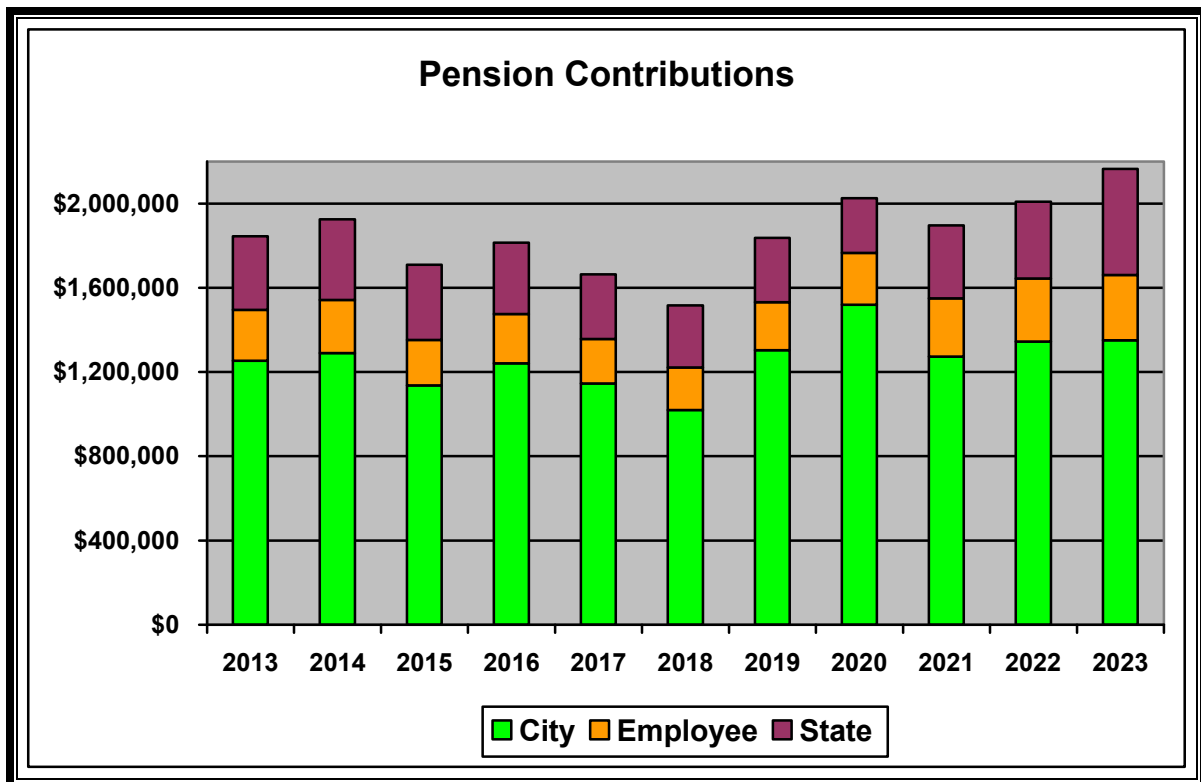
APPENDIX
TABLE OF CONTENTS

Statistical Information.....	260
Glossary	266
Cost Allocation Plan.....	270
Investment Policy.....	271

**CITY OF ORMOND BEACH, FLORIDA
MUNICIPAL FIREFIGHTERS' RETIREMENT TRUST
REVENUES BY SOURCE
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2023
(In Thousands)**

Revenues by Source

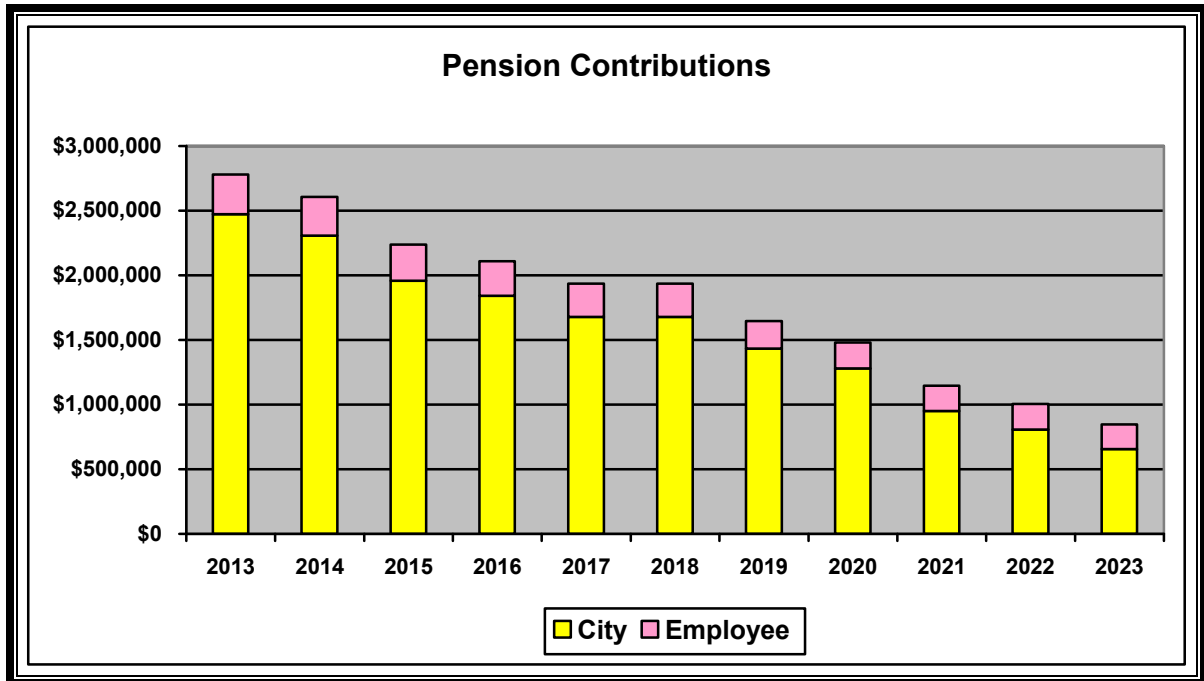
Fiscal Year Ended	Employee Contributions	Employer Contributions	State Contributions	Investment Income	Other	Total
2014	252	1,290	383	2,473	-	4,398
2015	216	1,136	358	(399)	-	1,311
2016	235	1,241	338	2,036	-	3,850
2017	212	1,145	306	3,046	-	4,709
2018	203	1,019	295	3,046	-	4,563
2019	228	1,303	306	921	-	2,758
2020	246	1,520	259	2,423	-	4,448
2021	277	1,273	346	6,283	-	8,179
2022	300	1,344	365	(5,787)	-	(3,778)
2023	310	1,350	505	(4,165)	-	(2,000)



**CITY OF ORMOND BEACH, FLORIDA
GENERAL EMPLOYEES PENSION
REVENUES BY SOURCE
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2023
(In Thousands)**

Revenues by Source

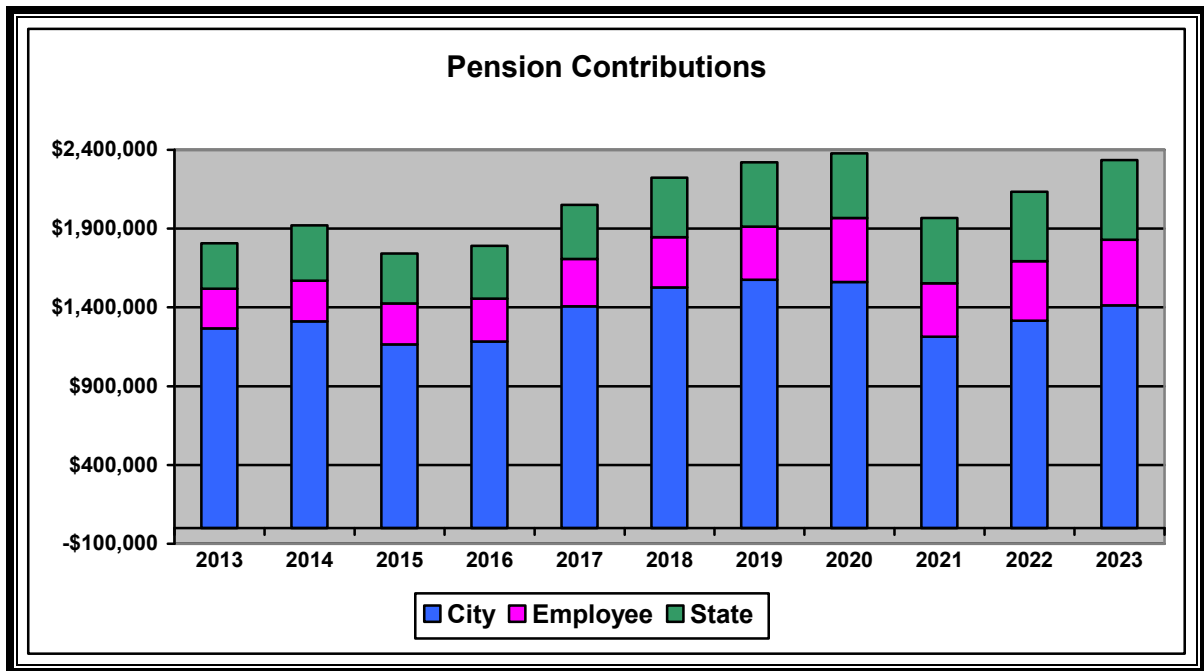
Fiscal Year Ended	Employee Contributions	Employer Contributions	Investment Income	Total
2014	298	2,308	4,408	7,014
2015	280	1,958	(584)	1,654
2016	268	1,842	3,480	5,590
2017	258	1,677	5,035	6,970
2018	258	1,677	5,035	6,970
2019	212	1,433	1,501	3,146
2020	201	1,280	3,775	5,256
2021	195	950	10,348	11,493
2022	198	807	(9,294)	(8,289)
2023	189	657	(6,562)	(5,716)



**CITY OF ORMOND BEACH, FLORIDA
MUNICIPAL POLICE OFFICERS' RETIREMENT TRUST
REVENUES BY SOURCE
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2023
(In Thousands)**

Revenues by Source

Fiscal Year Ended	Employee Contributions	Employer Contributions	State Contributions	Investment Income	Total
2014	258	1,312	351	3,049	4,970
2015	260	1,166	315	(472)	1,269
2016	272	1,184	334	2,355	4,145
2017	302	1,406	343	5,432	7,483
2018	318	1,527	379	3,475	5,699
2019	338	1,575	407	978	3,298
2020	406	1,561	411	2,849	5,227
2021	340	1,213	415	7,218	9,186
2022	378	1,316	440	(6,706)	(4,572)
2023	416	1,413	507	(4,846)	(2,510)



SCHEDULE 24
CITY OF ORMOND BEACH, FLORIDA
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2023

Fiscal Year	Population⁽¹⁾	Personal Income (In thousands)	Per Capita Personal Income⁽²⁾	Median Age⁽³⁾	Unemployment Rate⁽⁴⁾
2013	38,557	1,336,424	34,661	46.1	5.50%
2014	39,455	1,376,980	34,900	46.3	5.00%
2015	40,013	1,447,230	36,169	46.6	5.00%
2016	40,366	1,541,860	38,197	46.6	5.20%
2017	40,722	1,591,660	39,086	47.0	3.70%
2018	42,816	1,427,314	33,336	51.0	3.20%
2019	43,475	1,503,322	34,579	51.5	3.20%
2020	43,759	1,523,645	34,819	50.8	5.90%
2021	43,159	1,502,753	34,819	50.2	4.30%
2022	43,517	1,665,874	38,281	52.5	2.80%
2023	44,052	1,889,787	42,899	51.5	3.07%

Sources: (1) Bureau of Economic and Business Research, University of Florida

(2) United States Department of Commerce, Bureau of Economic Analysis, Deltona-Daytona Beach-Ormond Beach Metropolitan Statistical Area

(3) Volusia County, Florida

(4) Bureau of Labor Statistics

Source: City of Ormond Beach Finance Department

SCHEDULE 25
CITY OF ORMOND BEACH, FLORIDA
PRINCIPAL EMPLOYERS
CURRENT YEAR AND TEN YEARS AGO
SEPTEMBER 30, 2023

Fiscal Year 2023			Fiscal Year 2014		
Employer	Number of Employees	Percent of Total Employment	Employer	Number of Employees	Percent of Total Employment
Volusia County School Board	8,082	3.14	Board	7,503	2.88
Adventhealth System	7,675	2.98	Halifax Community Health	4,709	1.81
Halifax Community Health	3,999	1.55	County of Volusia	3,341	1.28
Publix Supermarkets, Inc.	3,719	1.44	Divisions	3,256	1.25
Walmart Associates, Inc.	3,468	1.35	Incorporated	3,029	1.16
State of Florida	3,005	1.17	Walmart	2,275	0.87
County of Volusia	2,566	1.00	State of Florida	2,112	0.81
Amazon	1,700	0.66	Daytona State College	1,568	0.60
Embry Riddle Aeronautical University	1,661	0.64	Embry Riddle Aeronautical University	1,423	0.55
Daytona State College	1,464	0.57	U.S Government	1,270	0.49
Total	37,339	14.50	Total	30,486	11.70
Estimated total workforce	257,682		Estimated total workforce	260,246	

Note: No statistics are kept on primary employers within the City of Ormond Beach, Florida
2022 information is not available

Sources: County of Volusia, Department of Economic Development (Latest Available Data)
Labor Market Statistics, Florida Research and Economic Database

SCHEDULE 27
CITY OF ORMOND BEACH, FLORIDA
OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2023

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Police											
Number of traffic citations issued	7,294	6,750	6,669	7,626	8,906	9,281	6,803	7,551	8,237	7,509	9,814
Number of offense reports	6,114	6,550	6,448	5,923	6,713	6,568	8,834	7,326	7,501	7,064	7,025
Number of calls for service	71,583	70,200	70,124	75,266	54,949	65,390	83,083	83,098	87,867	93,102	84,485
Fire											
Emergency fire responses	3,534	3,586	3,299	3,065	2,790	3,045	5,600	2,120	2,025	2,120	2,090
Emergency rescue responses (ALS/BLS)	4,637	4,533	4,435	4,119	4,411	4,796	6,800	5,300	5,424	5,227	4,577
Education classroom presentations	84	33	31	5	50	64	86	98	75	47	61
Education (not included in reporting entity)											
Kindergarten-Grade 5 students	3,250	3,209	2,995	2,980	2,940	2,892	2,931	2,899	2,899	2,857	2,857
Grades 6-8 students	1,600	1,580	1,265	1,260	1,054	1,006	1,048	1,022	1,022	1,108	1,108
Airport	-	-	-								
Fixed based operator	13	11	14	13	13	12	11	10	10	10	10
Flight School	4	3	3	3	3	2	2	5	2	3	2
Based aircraft	150	145	144	140	142	175	163	140	180	177	169
Total 12 hour, operations	109,649	96,487	105,143	112,677	100,877	100,173	116,165	109,000	108,689	118,929	124,769
Water treatment plants											
Jefferson Street Plant:											
Design capacity	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD
Current production rate	5.5	5.59 MGD	5.54 MGD	5.93 MGD	5.93 MGD	5.93 MGD	5.93 MGD	5.93 MGD	5.73 MGD	5.29 MGD	5.27 MGD
Number of water utility connections	24,946	24,400	23,923	23,638	23,465	22,793	21,905	21,905	21,661	21,444	21,248
Solid waste system											
Number of solid waste disposal customers	17,917	17,650	17,617	17,214	17,501	17,284	17,066	16,868	16,672	16,457	16,333
Number of active participating recycling program (units)	17,070	16,900	16,834	16,704	16,667	17,017	16,302	16,105	17,321	17,126	16,998
Water pollution control plants											
Orchard Street Plant:											
Design capacity	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD	8.00 MGD
Current treatment rate	5.3	4.39 MGD	4.19 MGD	4.19 MGD	4.19 MGD	4.19 MGD	4.19 MGD	4.19 MGD	4.94 MGD	4.57 MGD	4.67 MGD

GLOSSARY

Accounting Basis- Method used to determine when revenues and expenses (with associated assets and liabilities) are recognized in the accounts of a firm, and reported in its financial statements. In accrual basis accounting, for example, revenues are recognized when earned and expenses are recognized when incurred, whether or not any cash is received or paid. In cash basis accounting, however, revenues and expenses are recognized only when cash is received or paid, irrespective of the timing of actual sales or purchases.

Accrual- A basis of accounting in which revenues are recognized when they are measurable and earned and expenditures are recorded when incurred.

ACFR- (annual comprehensive financial report) a standard accounting requirement followed by local and state governments to show how tax money is spent. The report serves several purposes which also help explain various aspects of government activity for taxpayers.

Appropriation- Authorization by the City Commission that allows expenditures to be made on behalf of the City against governmental resources.

Audit- An examination of internal controls and financial statements.

Balance Sheet- A statement which presents the financial position of an entity as of a specified date.

Budget- A financial plan or proposed revenues and expenditures for a specified period of time (usually one year).

Budgetary Accounting- Used by governments where a formal budget is adopted through an extensive approval process as an expression of public policy. The budget is a statement of financial intent indicating how the government plans to raise revenue and expend its resources.

Budget Calendar- The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budgets.

Budget Deficit- A budget in which expenditures exceed the projected funds available.

Capital Expenditures- Expenditures for items which exceed \$25,000 in value and have a useful life of 1 year or more.

Capital Projects- Have long range returns, useful life spans, are relatively expensive, and have physical presence such as buildings, roads, sewage systems, water systems, etc.

CIP- (capital improvement project) New or continued and approved capital projects for the maintenance or improvement of city assets.

Committed- Fund balance classification that can only be used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision making authority.

Debt Service- The City's obligation to pay principal and interest according to a predetermined schedule.

Debt Service Fund- The funds created to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Department- A major organizational unit that indicates management responsibility for a group of related operations.

DEP- (Florida Department of Environmental Protection) Florida agency devoted to environmental management and stewardship. Florida's environmental priorities include achieving regulatory certainty, consistency and protection, and achieving the highest water quality.

Depreciation- The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary-type funds, such as enterprise and internal service funds. It is not used in any other fund. Depreciation is a non-cash expense and while it is recorded in the annual financial statements, it is not budgeted.

Encumbrances- Commitments against an appropriation.

EPA- (Environmental Protection Agency) an independent federal agency, created in 1970, that sets and enforces rules and standards that protect the environment and control pollution.

Enterprise Fund- The funds established to account for operations 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.

Estimated Revenues- Projections of funds to be received during the fiscal year.

FAA- (Federal Aviation Administration) is a component of the U.S. Department of Transportation that sets standards for the air-worthiness of all civilian aircraft, inspects and licenses them and regulates civilian and military air traffic control centers.

FDOT- (Florida Department of Transportation) a decentralized agency charged with the establishment, maintenance, and regulation of public transportation in the state of Florida.

Franchise Fees- Fees levied on a corporation in return for granting privilege, sanctioning a monopoly, or permitting the use of public property, usually subject to regulation.

Fund Balance- The amount by which assets exceed liabilities.

GIS- (geographic information system) allows the city's users to produce maps from the existing GIS with integrated information from the data base of the primary mini-computer application.

Impact Fees- A connection's contribution toward its equitable share of the cost of capital improvements required to serve new customers.

Interfund Transfers- Amounts transferred from one fund to another.

Intergovernmental Revenues- Revenues received from another government.

Internal Service Funds- The funds established for the financing of goods or services provided by one department to other departments within the City on a cost reimbursement basis. Examples are the Data Processing Fund and the Insurance Fund.

LAN- (local area network) a computer network covering a small local area, such as a home or office.

Levy- Imposed taxes, special assessments, or service charges.

MGD- (million gallons per day) a measurement standard for city owned water treatment pumps.

Modified Accrual Method- Method under which revenues are recognized in the period they become available and measurable, and expenditures are recognized in the period the associated liability is incurred. Most government accounting follows this method.

NPDES- (national pollution discharge elimination system) a national program under Section 402 of the Clean Water Act for regulation of discharges of pollutants from point sources to waters of the United States. Discharges are illegal unless authorized by an NPDES permit.

OBPAC- (Ormond Beach Performing Arts Center) consists of an auditorium, rehearsal room, studio and music rooms for city sponsored groups, professional theater and musical productions.

Operating Expenditures- Ongoing expenditures that are not wages, benefits or capital in nature.

Ordinance- A formal legislative enactment by the governing board of a municipality.

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

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

Reserved- Indicates that a portion of fund balance is restricted for a specific purpose.

Roll back tax rate- The tax rate that generates the same amount of revenue as the prior year exclusive of gains from new construction.

SOH- (save our homes) an amendment to the Florida Constitution that mandates that the assessed value of your Homestead property can increase by no more than 3% above last year's assessed value (or the consumer price index, whichever is less).

Special Revenue Fund- Account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

State Revenue Sharing- Allocations to municipalities from a trust fund primarily supported by State cigarette and motor fuel taxes.

Taxable Value- Assessed value of property minus any exceptions, which may be applicable.

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

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

Truth in Millage- State law establishing mandatory procedures, including advertising requirements and the holding of public hearings, for adoption of budgets and tax rates.

Unassigned- Fund balance classification that has not been assigned to other fund balance classifications.

Utility Tax- Municipal charges levied by the City in each and every purchase of a public service within the corporate limits of the City. Public service is electricity, gas, fuel oil, water, and telephone service.

WAN- (wide area network) a large, integrated computer network with multiple access points and users. An example would be the World Wide Web.