



AGENDA
CITY COMMISSION BUDGET WORKSHOP
COMMISSION CHAMBERS, CITY HALL
THURSDAY, JULY 14, 2016 5:30 PM

1. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. PRESENTATIONS:

A. Budget Fiscal Year 2016-17 by City Manager - Review Civic Funding; General Fund

3. DISCUSSION:

4. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." The City of Leesburg does not provide this verbatim record.



Budget Workshops Fiscal Year 2016-17



Schedule



Review 16-17 Civic Funding

General Fund

City Commission

Public Outreach/Lakefront TV

Administration

City Clerk/Elections

City Attorney

Miscellaneous

Finance

Human Resources

Information Technology

Geographic Information Systems

Police

Police Ed. Receipts (Special Rev.)

Fire

Public Works

Community Dev. (P&Z)

Housing

Recreation

Rec. Impact Fees (Special Rev.)

Civic Funding



Leesburg Partnership	\$14,065
Leesburg Art Festival	10,670
Boys and Girls Club	7,500
Leesburg Area Chamber of Commerce	5,000
Community Development Corporation	3,880
Melon Patch Player Community Theater	3,000
Leesburg High School Band	1,455
OPEN FUNDS (Kids Korner Playground)	28,428
Cemetery	<u>91,760</u>
Total	\$165,758*

*These funds are included and paid out of the Gas Utility Fund



GENERAL FUND REVENUES

State Revenue Changes



	<u>2015-16</u>	<u>2016-17</u>	<u>Change</u>
<u>General Fund</u>			
Half Cent Sales Tax	1,211,598	1,286,807	+75,209
Revenue Sharing	466,139	507,865	+41,726
<u>Discretionary Sales Tax Fund</u>			
Local Discretionary Sales Surtax	1,918,112	2,071,204	+153,092
<u>Gas Tax Fund</u>			
Revenue Sharing	175,395	191,096	+15,701
Ninth Cent Fuel Tax	160,741	185,000	+24,259
Local Option Fuel Tax	636,290	512,911	-123,379
Total Change			+186,608

General Fund Revenues

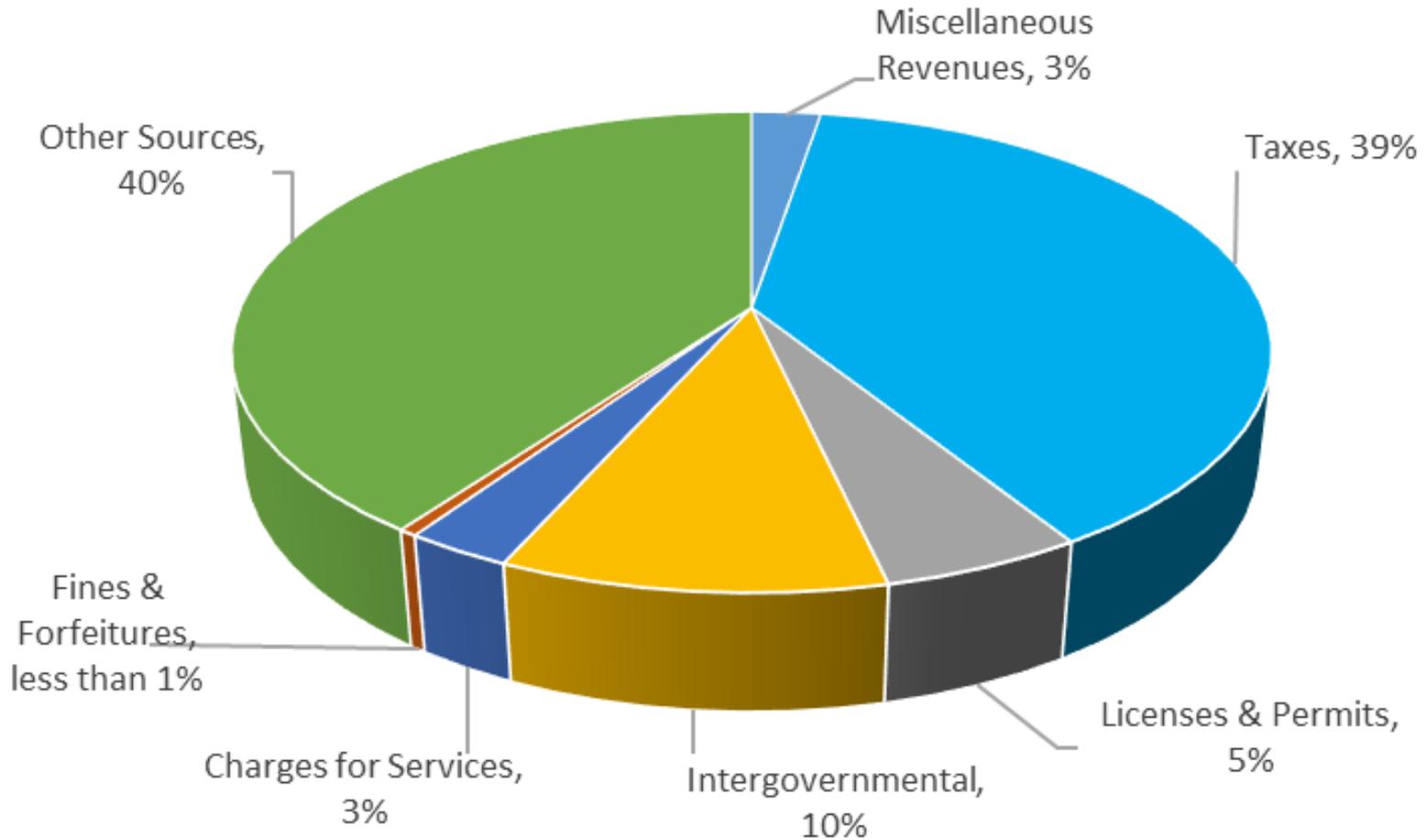
Pages 25-27



	<u>2015-16</u>	<u>2016-17</u>
Taxes	8,851,376	9,049,852
Licenses & Permits	1,169,000	1,244,000
Intergovernmental Revenue	2,241,561	2,369,638
Charges for Services	803,151	657,291
Fines & Forfeitures	115,000	114,000
Miscellaneous Revenues	554,640	601,671
Other Sources	<u>9,379,193</u>	<u>9,403,348</u>
Total	<u>23,113,921</u>	<u>23,439,800</u>

General Fund Revenues

Pages 25-27



Ad Valorem Taxes



	<u>2016-17</u>
Taxable Value	<u>1,183,332,303</u>
• Change from 15-16 to 16-17	+45,667,415
Option 1 (staff recommendation)	
Current rate 4.2678	<u>4,538,806</u>
• Change from 15-16 to 16-17	+119,478
• Electric rate reduction \$0.20 per 1,000 Kwh (residential)	
Option 2	
Rolled-back rate 4.2334	<u>4,502,221</u>
• Difference from Current Rate & Rolled back	+36,585



GENERAL FUND DIVISIONS

City Commission

Pages 36-37



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	114,020	101,742
Operating Expenses	38,031	35,529
Other Uses	<u>(76,026)</u>	<u>(68,636)</u>
Total	<u>76,025</u>	<u>68,635</u>



Executive



Public Outreach & Lakefront TV

Pages 42-43



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	51,457	101,273
Operating Expenses	<u>131,012</u>	<u>153,551</u>
Total	<u>182,469</u>	<u>254,824</u>

Administration

Pages 46-47



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	377,650	477,137
Operating Expenses	43,277	53,564
Other Uses	<u>(238,603)</u>	<u>(309,956)</u>
Total	<u>182,324</u>	<u>220,745</u>

City Clerk

Pages 50-51



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	90,815	92,569
Operating Expenses	29,366	29,397
Other Uses	<u>(90,136)</u>	<u>(91,475)</u>
Total	<u>30,045</u>	<u>30,491</u>

Elections

Page 53



	<u>2015-16</u>	<u>2016-17</u>
Operating Expenses	<u>1,000</u>	<u>1,000</u>
Total	<u>1,000</u>	<u>1,000</u>

City Attorney

Page 55



	<u>2015-16</u>	<u>2016-17</u>
Operating Expenses	132,000	122,500
Other Uses	<u>(48,840)</u>	<u>(44,100)</u>
Total	<u>83,160</u>	<u>78,400</u>

Miscellaneous

Page 57-58



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	240,000	235,000
Operating Expenses	60,233	18,560
Other Uses	<u>1,386,263</u>	<u>1,000,702</u>
Total	<u>1,686,496</u>	<u>1,254,262</u>



Finance



Accounting

Page 62-63



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	901,763	840,963
Operating Expenses	141,448	140,639
Other Uses	(625,927)	(588,961)
Total	<u>417,284</u>	<u>392,641</u>

Customer Service

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	<u>2015-16</u>	<u>2016-17</u>	<u>2016-17 REVISED</u>
Personal Services	1,124,117	1,103,109	1,175,286
Operating Expenses	579,911	519,330	519,330
Other Uses	(1,500,001)	(1,601,977)	(1,673,432)
Total	<u>204,027</u>	<u>20,462</u>	<u>21,184</u>

- An average \$3,542 market increase for 16 Customer Service Specialists
- Bring Customer Service Specialists in line with Administrative Assistant II paygrade of 119
- Adjustment aligns Customer Service Specialists with Regional Comparisons
- Personnel Changes total an increase of approximately \$72K, only \$722 impacts the General Fund

Procurement

Page 74-75



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	224,169	226,732
Operating Expenses	20,185	20,406
Other Uses	<u>(131,951)</u>	<u>(182,882)</u>
Total	<u>112,403</u>	<u>64,256</u>

Warehouse

Page 78-79



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	131,379	138,962
Operating Expenses	9,145	10,623
Capital Outlay	-0-	10,000
Other Uses	<u>(132,900)</u>	<u>(153,627)</u>
Total	<u>7,624</u>	<u>5,958</u>



Human Resources



Human Resources

Page 84-85



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	364,915	368,367
Operating Expenses	112,955	115,732
Other Uses	(176,812)	(174,276)
Total	<u>301,058</u>	<u>309,823</u>



Information Technology



Information Technology

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	<u>2015-16</u>	<u>2016-17</u>
Personal Services	841,837	867,345
Operating Expenses	941,771	1,007,006
Capital Outlay	138,500	139,000
Other Uses	(1,564,765)	(1,696,884)
Total	<u>357,343</u>	<u>316,467</u>



Geographic Information Systems



Geographic Information Systems

Page 96-97



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	346,163	346,821
Operating Expenses	20,625	17,024
Other Uses	(330,109)	(327,461)
Total	<u>36,679</u>	<u>36,384</u>



Police Police Education Receipts



Police

Page 104-105



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	6,715,805	7,051,779
Operating Expenses	<u>1,086,136</u>	<u>1,086,517</u>
Total	<u>7,801,941</u>	<u>8,138,296</u>

Police Education Receipts

Page 190-191



	<u>2015-16</u>	<u>2016-17</u>
Operating Expenses	<u>12,000</u>	<u>12,000</u>
Total	<u>12,000</u>	<u>12,000</u>



Fire



Fire

Page 110-111



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	4,089,655	4,434,042
Operating Expenses	716,379	791,777
Capital Outlay	<u>38,000</u>	<u>7,500</u>
Total	<u>4,844,034</u>	<u>5,233,319</u>



Public Works



Street Maintenance

Page 116-117



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	124,207	125,141
Operating Expenses	<u>1,260,987</u>	<u>1,328,925</u>
Total	<u>1,385,194</u>	<u>1,454,066</u>

Facilities Maintenance

Page 122-123



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	523,566	551,578*
Operating Expenses	429,198	522,265
Capital Outlay	79,500	71,000
Other Uses	(53,564)	(60,104)
Total	<u>978,700</u>	<u>1,084,739</u>

* Includes 50% of a new Maintenance Worker I position the other 50% is reflected in the PW Grounds division

Grounds

Page 126-127



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	410,411	431,347*
Operating Expenses	445,140	413,425
Other Uses	(10,516)	(10,516)
Total	<u>845,035</u>	<u>834,256</u>

* Includes 50% of a new Maintenance Worker I position the other 50% is reflected in the PW Facilities division

Administration

Page 130-131



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	56,728	62,636
Operating Expenses	48,313	49,994
Other Uses	(36,764)	(39,421)
Total	<u>68,277</u>	<u>73,209</u>



Community Development (P&Z)



Planning & Zoning

Page 136-137



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	301,236	293,925
Operating Expenses	53,605	67,741
Other Uses	(195,163)	(198,916)
Total	<u>159,678</u>	<u>162,750</u>



Housing



Housing

Page 142-143



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	119,438	122,169
Operating Expenses	<u>138,491</u>	<u>146,703</u>
Total	<u>257,929</u>	<u>268,872</u>



Recreation Recreation Impact Fees



Programs

Page 154-155



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	836,673	858,848
Operating Expenses	576,417	578,351
Capital Outlay	<u>-0-</u>	<u>8,000</u>
Total	<u>1,413,090</u>	<u>1,445,199</u>

Marina

Page 158-159



	<u>2015-16</u>	<u>2016-17</u>
Personal Services	94,357	95,798
Operating Expenses	<u>151,507</u>	<u>151,778</u>
Total	<u>245,864</u>	<u>247,576</u>

Recreation Impact Fees

Page 220-221



	<u>2015-16</u>	<u>2016-17</u>
Other Uses	<u>200,000</u>	<u>25,000</u>
Total	<u>200,000</u>	<u>25,000</u>



Questions?

