

The background of the cover is a photograph of a sunset over a large body of water. The sky is a gradient of warm colors from light orange to a pale yellow. The water is calm, reflecting the colors of the sky. In the distance, a small boat with two people is visible on the water. The horizon line is low, showing some distant land with trees.

ANNUAL OPERATING BUDGET

**FISCAL YEAR 2019-2020
KISSIMMEE, FLORIDA**

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**CITY OF KISSIMMEE, FLORIDA
LISTING OF CITY OFFICIALS
AS OF OCTOBER 1, 2019**

CITY COMMISSION

Jose Alvarez - Mayor - Commissioner

Jim Fisher - Vice Mayor - Commissioner

Angela Eady - Mayor Pro Tem - Commissioner

Olga Gonzalez - Commissioner

Felix Ortiz - Commissioner

CITY MANAGER

Michael H. Steigerwald

CITY ATTORNEY

Olga Sanchez de Fuentes

DEPARTMENTAL OFFICIALS

Desiree S. Matthews

Austin D. Blake

Amy S. Ady

Jeffrey M. O'Dell

Craig M. Holland

Vacant

James F. Walls

Vacant

Elizabeth Harris

Roxane Walton

Margaret R. Sousa

Deputy City Manager

Assistant City Manager

Finance Director

Police Chief

Development Services Director

Airport Director

Fire Chief

Public Works & Engineering Director

Parks & Recreation Director

Human Resources & Risk Management Director

Information Technology Director

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

INTRODUCTION

For ease of use, this budget has been provided with divider tabs that separate it into functional areas for review as follows:

Executive Summary. This is designed to be a "liftable" summary of the budget that can be copied and distributed as necessary to persons who wish to review the budget but who do not need the entire document. It is also designed to present an overview of the budget.

Expenditures. Individual tabs are provided for each major section of City expenditure, as follows:

General Fund
Stormwater Utility Fund
Sanitation Fund
Airport Fund
Central Services Fund
Special Revenue Funds
Other Funds - this category includes
all funds that do not fit into
another category.

Forecast Methodology. Information in this section documents the methods used to forecast revenues and expenditures in this budget.

Schedules. Additional details are provided in this section about object codes, professional services and capital outlays.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

MISSION STATEMENT

The employees of the City of Kissimmee believe that, in order to do the best job possible, we must define our mission in the community and state what values we hold. Our mission is what we do, while our values define how we, as individuals and as an organization, go about successfully completing our mission.

The City of Kissimmee's mission is to provide quality, effective and efficient service to our citizens. In providing such service, we hold the following values:

We value education and training to bring about a professional commitment to efficiently serve our community.

We value employees who are loyal to the organization because they are then personally committed to the goals of the organization.

We value communication as a necessary tool in promoting teamwork throughout the City.

We value employees who exhibit basic moral values that stress the importance of treating co-workers and citizens with respect and fairness.

We take pride in our work, and we value being the best we can be.

It is our utmost desire to foster an environment of respect for the rights of all people. We pledge this to our customers -- the citizens of Kissimmee.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

EXECUTIVE SUMMARY OVERVIEW

This section is designed to provide the reader with general background and summary information about the City of Kissimmee and the FY 2020 Budget. Highlights of the material included are as follows:

Budget Message - written to give the City Commission and public a broad picture of the FY 2020 Budget.

Strategies - gives a broad overview of the Citywide strategies and initiatives established by the City Commission at the strategic planning retreat.

Description of City - gives a general background and facts about population increases, services provided and intergovernmental relationships.

Organizational Structure - explains the accounting structure, includes an organizational chart and recaps personnel changes.

Future Outlook & Financial Condition - includes budget summaries, projected fund balances and reserves.

Budgetary Policies - informs the reader about policies that shape the budget's preparation, includes debt management policies, a schedule of outstanding debt and discussion of the capital improvements program.

Budget Process - tells the chronological order of preparation and includes the resolutions that were adopted.

Glossary - gives definitions of selected terms.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

September 17, 2019

Honorable Mayor and City Commissioners
City of Kissimmee
101 Church Street
Kissimmee, Florida 34741-5054

BUDGET MESSAGE FOR 2019/2020 FISCAL YEAR

Submitted herewith is the FY 2020 Annual Budget for the City of Kissimmee. Every effort has been made to clearly present funding levels and provide sufficient narrative explanation to document the City's financial plans for the coming year. For most funds, there has been very little modification in anticipated sources or uses of funds from what had been forecasted at that time.

The approved spending levels are at amounts the City believes are within its means and sustainable in future years. During budget preparation, City staff remains mindful of any capital investments which will hold down ongoing operating costs and continues searching for measures to improve the quality and quantity of services within projected resources.

The total City Budget for FY 2020 is \$201,160,656 compared to an Adjusted Budget of \$238,972,381 for FY 2019 and \$187,465,736 initially approved for FY 2019. The Adjusted Budget for FY 2019 was substantially larger because it reflected several major projects in the Local Option Sales Tax, Local Option Gas Tax and the Series 2016 Construction Funds that were budgeted or carried forward from the prior year.

Budget Format

The presentation format of the Budget is essentially the same as last year's. Selected performance indicators, strategies and initiatives are presented following the narrative on each department's duties and responsibilities in order to provide the reader with information that better illustrates each department's activities.

As in the past, each Department and Division summary presents historical data on expenditures summarized by object code for comparison to the approved budget amount. This provides a picture of spending trends of each operation. Positions approved or eliminated in each division are then presented in the Personnel Schedule. The Capital Outlay Schedule details items proposed to be funded this fiscal year.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

In addition, there is a schedule presented to provide additional information and details on amounts budgeted for professional services expenditures. A consolidated listing of capital outlays, indicating which items are additions or replacements, is also provided. These schedules are located in the Schedules section of the Budget.

Budgeted Personnel Costs

The FY 2020 budget includes a 5% increase for all City employees with at least one year of service. This increase has been split into a 3% cost-of-living adjustment and a 2% merit increase. In addition, approximately \$400,000 has been included in the salary budget based upon the results of a detailed pay plan study that was conducted by the City's consultant, Evergreen. This study will result in adjustments to over 100 positions throughout the City. These adjustments will place the City's pay plan in the 70th percentile when compared to other jurisdictions in the Central Florida area and will bring the City closer to achieving the Commission's direction to enhance workforce compensation to the 75th percentile of comparable pay scales in the region. For those employees with less than one year of service as of October 1, 2019, the 2% merit portion of the increase will be granted on the employee's first year anniversary. In addition, payments for longevity and the sick leave buy back program will continue to be paid in FY 2020. The FY 2020 budget includes a net increase of thirteen (13) full-time and one (1) part-time position throughout various City departments.

In the General Fund, ten (10) full-time positions will be added. The additions are as follows: a Business Development Coordinator in the City Manager's Department that will provide business development assistance; two Police Officers and a Quality Assurance Telecommunicator will be added in the Police Department to help with increased demands throughout the Department; a Training Coordinator position will be added in the Fire Department to assist with training and recruitment activities; in the Public Works Department an additional Secretary will provide ongoing administrative support and an Equipment Operator I and two Utility Workers will provide dedicated cleaning and maintenance for the downtown area; an Herbicide Technician will be added in the Parks and Recreation Department to assist the current Herbicide Specialist. In addition to the changes in General Fund, a Solid Waste Driver will be added in the Sanitation Fund to cover an additional garbage route; a Network Engineer will be added in the Information Technology Department that will focus on security related activities; and a Clerk Technician will be added in the Building Fund to keep up with the growing demand in this area.

One additional part-time Logistics Technician will be added in the Fire Department to assist with preventative maintenance activities as well as the department's inventory of equipment.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

General Fund

FY 2020 total revenue for the General Fund is projected to be \$73,968,209 compared to the FY 2019 estimate of \$71,441,858 which is an increase of \$2,526,351. This increase is primarily due to a significant increase in the ad valorem tax revenues as well as moderate increases in the KUA and TWA transfer payments. The projected revenue increase will be significantly offset by total budgeted expenditures. In FY 2020, ad valorem taxes represent about 22% of projected revenues. In addition, 12% is expected from state distributions, 18% from service charges and all other sources, 10% from utility taxes, 11% from the Tohopekaliga Water Authority (TWA) and 27% from the Kissimmee Utility Authority (KUA).

Certified assessed values for ad valorem taxes are \$396,770,496 (or 12.1%) higher than last year which results in a total assessed value of \$3,683,383,717. This includes an increase from new construction of \$184,162,493 or an additional \$809,216 in ad valorem revenues. Staff is recommending the Commission approve the same millage rate of 4.6253 which will generate total ad valorem tax revenues of \$16,184,917. The rollback rate is 4.3619 mills based upon the latest assessed values. The rolled back rate does not generate additional proceeds from adjustments that increased the prior year tax assessments and only provides proceeds from additions to the tax roll. If the rollback rate was adopted, the City would generate \$921,693 less than staff's recommendation for ad valorem revenues.

Overall, General Fund revenue sources will increase approximately 3.5%. As mentioned above, this increase is driven primarily by the significant increase in ad valorem taxes and more moderate increases in transfers from KUA and TWA. Payments from KUA and TWA are projected to increase approximately 2.5% and 4% in FY 2020. All other General Fund revenue sources will experience more modest increases.

The total General Fund budget for expenditures, including capital expenditures, is \$74,704,458. FY 2020 operating expenditures, which include all expenditures except those on capital items and transfers, total \$69,412,166. Approved operating expenditures are \$4,556,043 less than recurring revenues. However, transfers to other funds total \$2,746,392 while capital outlay expenditures are projected to be \$2,545,900. Therefore, total expenditures in General Fund will be more than revenues by \$736,249.

Although health insurance and pension expenditures have continued to increase, the financial benefits associated with the health and wellness clinic as well as recent pension changes will help to offset some of the increase in expenditures associated with growth in the community. Due to the significant increase in projected ad valorem taxes for next year, the disparity between revenues and expenditures has narrowed from the prior year by approximately \$1.2 million.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

Based upon FY 2020 projections, ending reserves will be about 41% of budgeted expenditures. Despite this excess over the current targeted 20%, projections indicate that the reserves will decline to approximately 20% by the end of FY 2024. This approach also enables the City to budget funds for annual operation and personnel expenses that are not likely to be expended but would otherwise be restricted as reserves. This is due to the nature of personnel expenses where all positions must be fully budgeted but typically 4-5% of annual budgeted funds are not spent due to periodic vacancies in the workforce. However, the City must still consider all options necessary to maintain budgeted revenues and expenditures at levels that will maintain the General Fund reserves at the target level of 20% by the end of FY 2024.

The approved budget allocates approximately \$350,000 for direct payments to social service and quality of life organizations, plus an amount for charges by City Departments in support of various special events.

Also included in the budget is an allocation of \$100,000 to be used for the operating expenses of an economic development incentive program. The actual use of half of these funds is determined by the City Commission as the opportunities arise. As of June 30, 2019, \$266,025 has been spent or encumbered from the economic incentive funds for FY 2019. Therefore, there is \$789,731 available in the economic development account. For budget purposes, it was assumed that the 2019 appropriation would be used before year end, but if not, whatever amount is remaining will be added to the balance in this account.

Special Revenue Funds

As the overall economy has improved so has the local option sales tax revenue. Since the Local Option Sales Tax Fund is required to be spent on capital items only, a portion of the revenues generated from Sales Tax will continue to be used for debt service payments on the Series 2016 Bonds as well as several bank notes. In addition, other projects, such as heavy equipment and infrastructure improvements will be funded in FY 2020.

In the Local Option Gas Tax Fund, a total of \$210,000 is approved for roadway improvements as well as \$500,000 for the pavement management program. Funding from gas tax revenues also includes engineering staff to handle more design work in-house and funds for the sidewalk program. In the Mobility Fee Fund, \$500,000 is planned for road improvement projects in the FY 2020 budget.

The Paving Assessment Fund continues to be used to account for the road and sidewalk assessment program. Collections, if any, are recorded in this Fund and transferred to the Local Option Gas Tax Fund where capital projects for paving dirt streets are budgeted.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

Activity of the Downtown Community Redevelopment Agency (CRA) will continue to be handled in the Downtown Community Redevelopment Fund. The City will receive the twenty-seventh year's collection of the tax increment. Staff has estimated what the tax increment revenue will be based upon the current millage rate of 4.6253. Half of the salaries and benefits for the CRA Manager, Administrative Assistant and a portion of the Development Services Director will be charged back to this Fund from General Fund. The Vine Street Community Redevelopment Agency will generate an increment for the third time since its creation. Since the increment has increased significantly since the first year, the remaining 50% of the above referenced salaries and benefits will be charged back to this Fund. In addition, almost \$246,000 has been set aside to fund development incentives and improvements to the Vine Street CRA.

Revenue collections in the Recreation Impact Fund are projected to decline somewhat from previous years; however, since collections have been much higher in recent years, \$850,000 has been allocated in this fund for capital expenditures. Although the available balance is not expected to grow over the next few years, additional projects can be allocated from this fund due to the significant balance that has been carried forward over the past few years.

Other Funds

Stormwater utility fees continue to provide adequate revenues to maintain a sufficient reserve over the next five years. Further mandates as required by the Environmental Protection Agency's National Pollutant Discharge Elimination System may require a rate increase at some point in the future.

In the Sanitation Fund, FY 2020 operating revenues are projected to be approximately \$298,000 less than expenses. This is due to the continued capital investments being made in the Sanitation operation. While these investments will result in the use of reserves during the five-year period, projections indicate that the operation will more than recover its investment by the end of the five-year period. At about \$18 per month, the City remains one of the most inexpensive residential programs in the area.

The Airport Fund is projected to have total reserves of \$647,682 at the end of FY 2020 which represents a decline in reserves of approximately 5% from FY 2019. This is due to the loss of revenue from the vacant golf course property and the eventual loss of revenue from the relocation of the Kissimmee Police Department gun range. Due to these revenue losses, it is imperative that staff monitor the financial activities of the Airport to ensure that changes in the operation are made as soon as deemed necessary. As in the past, funds have been allocated to match Federal and State grants that may be available for capital improvements that should continue to bolster economic development at the Airport.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

Conclusion

In the short term, the City remains in very stable financial shape; however, the City must continue to be diligent in managing the operations in a fiscally responsible manner. Furthermore, cost increases that can be controlled and those over which the City has no real control, such as landfill charges, health insurance, pension benefits and fuel must be continuously monitored. Additional opportunities to control certain types of costs, such as participation in KUA's solar grid, will be explored in an effort to minimize the use of City resources. In addition, the City must closely monitor the economic climate for any changes that could negatively impact its operations. Since the overall U.S economy has been in growth mode for quite some time, it is almost certain that a slow-down in economic growth will occur in the near term. Therefore, staff will continue to monitor revenue collections to determine how closely collections track with the projections. This will provide the City with the ability to respond quickly to potential declines in revenue or sudden increases in expenditures. The City must also continue to be attentive to proposals being considered at both the state and federal levels which might substantially lower revenues or increase expenditures. The City will continue to explore options to effectively manage the amount of physical growth that Kissimmee will continue to experience over the next five to ten years with the potential that revenue growth might not keep pace with the physical growth of the community. In addition, economic development initiatives will be crucial to the City's future success.

I greatly appreciate the support that staff has received from the City Commission. I want to acknowledge the efforts of all departments who assisted and contributed to the preparation of this document. Special recognition is also deserved for the efficient and dedicated services of the budget staff in the Finance Department.

Please let me know if you need further information or if you have any suggestions or ideas concerning ways to improve this presentation.



Mike Steigerwald
City Manager

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**ALL FUNDS
TOTAL BUDGETS SUMMARY**

FUND NAME	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
General Fund	\$ 95,477,703	\$ 99,263,571	\$ 102,590,826	\$ 104,193,434
Stormwater Utility	7,673,741	10,044,687	9,802,613	7,118,239
Sanitation	6,338,128	6,415,415	6,662,363	6,589,988
Airport	1,934,987	1,833,286	1,803,710	1,589,405
Central Services	7,754,928	8,846,438	8,827,476	8,711,987
Local Option Sales Tax	14,676,400	15,332,396	14,952,442	9,355,347
Transportation Impact	60,767	-	60,852	-
Mobility Fee	4,763,712	6,280,868	5,479,195	5,068,562
Local Option Gas Tax	5,586,987	5,820,561	6,064,185	4,946,731
Paving Assessment	28,670	45,000	55,200	28,000
John Young Parkway Overpass Bike Path	357	-	-	-
Shingle Creek Regional Trail Grants	808,557	3,638,498	3,658,236	-
Kissimmee Pedestrian Bridge Grant	26,031	-	-	-
West Oak Street Intersection Design Grant	319	-	-	-
Traffic Signal Cabinet Upgrade Grant	14,044	-	-	-
JYP/West Oak Street Improvements Grant	104,966	1,472,594	1,472,594	-
Building	6,558,933	6,966,348	7,923,946	7,867,466
Downtown Community Redevelopment	2,594,156	2,354,651	3,237,435	3,422,400
Vine Street Community Redevelopment	145,237	495,600	552,058	1,215,220
CDBG Entitlement Grants	1,129,050	894,324	894,324	661,559
State Housing Initiative Partnership Grants	933,527	648,349	648,349	119,185
Home Investment Partnership Grants	255,288	946,708	1,151,512	312,891
Neighborhood Stabilization Grants	193,494	416,369	416,369	-
Recreation Impact	2,028,843	1,746,979	1,631,293	1,335,196
Lancaster Ranch Park Grant	-	400,000	400,000	-
Police 2nd Dollar Assessment	82,315	62,398	63,427	31,793
Justice Assistance Grant	311,041	295,346	288,600	300,492
Victims of Crime Act Grant	89,510	81,427	75,878	-
State Law Enforcement Trust	280,114	257,566	285,154	264,464
Federal Law Enforcement Trust	46,956	40,872	44,736	42,236
School Crossing Guard Trust	51,133	37,338	26,017	24,017
Treasury Forfeiture	510,162	426,588	290,405	281,503
Charter School	7,913,205	8,606,727	8,470,849	8,605,349
Utility Tax	7,656,412	7,891,314	7,732,667	7,962,667
Local Option Sales Tax Bonds	3,006,402	3,027,214	3,027,214	3,035,674
FMHA Bonds	86,409	86,669	86,669	70,824
Local Option Gas Tax Notes	274,601	279,490	279,490	279,110
Community Redevelopment Notes	266,945	272,168	272,168	282,110
Series 2016/2017/2018 Bonds	3,221,240	3,276,911	3,370,828	3,458,110
Series 2016/2017/2018 Construction	34,778,866	26,898,565	27,236,315	-
Liab/Workers Comp Self Insurance	5,795,408	5,607,476	5,279,077	5,180,865
Health Self Insurance	8,106,905	7,961,670	8,507,745	8,805,832
TOTAL BUDGET	\$ 231,566,449	\$ 238,972,381	\$ 243,622,217	\$ 201,160,656

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

ALL FUNDS BY OBJECT CODE

DESCRIPTION	Personal	Operating	Capital	Other	Budget
	Services		FY 2020	FY 2020	FY 2020
	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020
General Fund	\$ 49,157,450	\$ 20,254,716	\$ 2,545,900	\$ 32,235,368	\$ 104,193,434
Stormwater Utility	2,515,962	1,401,084	1,885,200	1,315,993	7,118,239
Sanitation	2,098,549	2,487,880	956,500	1,047,059	6,589,988
Airport	603,845	332,878	3,000	649,682	1,589,405
Central Services	3,271,250	5,240,458	189,900	10,379	8,711,987
Local Option Sales Tax	-	-	3,588,000	5,767,347	9,355,347
Mobility Fee	-	-	500,000	4,568,562	5,068,562
Local Option Gas Tax	1,007,023	701,820	409,800	2,828,088	4,946,731
Paving Assessment	-	23,000	-	5,000	28,000
Building	1,603,866	257,385	24,700	5,981,515	7,867,466
Downtown Comm Redevelopment	-	1,190,745	703,300	1,528,355	3,422,400
Vine Street Comm Redevelopment	-	351,830	-	863,390	1,215,220
2019 CDBG Entitlement Grant	146,366	515,193	-	-	661,559
2019 SHIP Grant	9,623	109,562	-	-	119,185
2019 HOME Grant	22,311	290,580	-	-	312,891
Recreation Impact	-	-	850,000	485,196	1,335,196
Police 2nd Dollar Assessment	-	26,505	-	5,288	31,793
Justice Assistance Grant	300,492	-	-	-	300,492
State Law Enforcement Trust	-	21,800	-	242,664	264,464
Federal Law Enforcement Trust	-	3,000	-	39,236	42,236
School Crossing Guard Trust	-	5,000	-	19,017	24,017
Treasury Forfeiture	-	-	-	281,503	281,503
Charter School	-	5,220,700	-	3,384,649	8,605,349
Utility Tax	-	50,000	-	7,912,667	7,962,667
Local Option Sales Tax Bonds	-	-	-	3,035,674	3,035,674
FMHA Bonds	-	-	-	70,824	70,824
Local Option Gas Tax Notes	-	-	-	279,110	279,110
Community Redevelopment Notes	-	-	-	282,110	282,110
Series 2016/2017/2018 Bonds	-	-	-	3,458,110	3,458,110
Liab/Workers Comp Self Insurance	-	3,195,042	-	1,985,823	5,180,865
Health Self Insurance	-	8,685,554	-	120,278	8,805,832
TOTAL BUDGET BY OBJECT	\$ 60,736,737	\$ 50,364,732	\$ 11,656,300	\$ 78,402,887	\$ 201,160,656

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

CITY OF KISSIMMEE 2019 – 2020 TARGETS FOR ACTION

In January of 2019 the Kissimmee Commission held its strategic planning retreat to develop the City's Strategic Plan and establish overarching targets for action for the City's upcoming fiscal year. These targets are established by reviewing recent accomplishments and input from each department.

The targets for action established by the Commission are the foundation for the development of more specific strategies/initiatives at the departmental level (See each department section by fund for a detailed description of each strategy/initiative). These strategies and initiatives direct how available funds will be allocated throughout the City. The following are the targets for action, listed in priority, set by the City Commission for the 2019-2020 fiscal year.

POLICY AGENDA: TOP PRIORITY

Airport Tower: Federal Funding

Kissimmee Gateway Airport: Osceola County Participation and Partnership

Affordable Housing on Toho Water Authority Property

Civic Center/Performing Arts Center Direction

Hotel Development

Bridge Housing on H.O.M.E. Property

Annexation: Enclaves and Selected Properties

POLICY AGENDA: HIGH PRIORITY

Police and Fire Retention Report

Events, Parades and Celebrations Direction

School Resource Officer (SRO) Direction and Funding

Lake Toho Water Quality

Vine Street Redevelopment and Beautification: Taxing District

Boat Parking at Lakefront Park

Economic Development Enhancements/Small Business Assistance
Development Program

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

DESCRIPTION OF CITY

General

The City of Kissimmee, near the geographic center of Florida, is the County Seat of Osceola County. Of Florida's 67 counties, Osceola is the State's sixth largest in geographical size with a land area of 1,506 square miles.

There are 21.82 square miles or approximately 13,965 acres within the corporate limits of the City. The City is primarily residential in character but also serves as a regional retail and commercial center and is the third largest medical district in central Florida. Since the beginning of the Disney World development in 1971, located approximately 7 miles west of the City, there has been significant growth in the City and the surrounding areas. The land use pattern has changed from a predominantly agricultural emphasis to a more diversified character of residential developments, including single and multi-family buildings, together with commercial and light industrial development. The City's economy also consists of many retail trade, lodging, food and beverage and manufacturing establishments.

Historical Growth

The 2010 U. S. Census reported 59,682 people living within the City of Kissimmee. The following table reflects the rate of increase over a ten-year period.

<u>Year</u>	<u>Population</u>	<u>Increase</u>	<u>Percentage Increase</u>
2019	74,800	2,637	3.65%
2018	72,163	2,201	3.15%
2017	69,962	1,561	2.28%
2016	68,401	1,809	2.72%
2015	66,592	2,227	3.46%
2014	64,365	703	1.10%
2013	63,662	1,340	2.15%
2012	62,322	1,947	3.22%
2011	60,375	693	1.20%
2010	59,682	(1,568)	-2.56%

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

Other City growth indicators have also steadily increased. For example, building values based on permits pulled have averaged \$108.9 million over the past ten years as shown in the following table.

<u>Year</u>	<u>Number of Permits</u>	<u>Amount (000's)</u>
2018	7,791	\$ 163,714
2017	6,132	178,403
2016	4,475	134,041
2015	4,207	136,409
2014	4,099	169,281
2013	2,964	45,920
2012	3,335	89,958
2011	2,862	60,363
2010	2,551	45,324
2009	3,048	66,058

The 2010 Census placed the population of Osceola County at 268,685, an increase of 55.8% over the 2000 Census total of 172,493. Most of the population growth was attributable to new residents settling in the area. Kissimmee, the largest city in the county and the county seat, had a 2010 Census population of 59,682 compared to the 2000 Census of 47,814, representing an increase of 25%. As depicted below, the population of the City has increased 8-fold since 1960. It is anticipated that these growth trends will continue in the future as the state of the economy improves.

	<u>1960</u>	<u>1970</u>	<u>1980</u>	<u>1990</u>	<u>2000</u>	<u>2010</u>
Population	6,845	7,119	15,487	30,337	47,814	59,682

The table below provides some additional historical growth figures for the past ten years.

<u>Year</u>	<u>Per Capita Income (County)</u>	<u>Building Permit Revenues</u>	<u>School Enrollment (County)</u>
2018	\$ 30,125	\$ 2,015,593	67,796
2017	29,915	1,579,961	65,179
2016	29,707	1,851,386	61,141
2015	29,911	765,909	58,569
2014	27,019	897,324	57,252
2013	20,440	446,353	56,639
2012	18,659	566,428	55,921
2011	20,612	413,200	54,167
2010	20,770	320,600	53,140
2009	21,911	379,250	51,266

Source: Bureau of Economic Accounts - US Department of Commerce

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

Employment

Local government remains the largest sector of employment in the City. Other major sources of jobs are found in the hospitality and retail industries. Major employers in the area are shown below along with their approximate level of employment:

<u>Establishment</u>	<u>Industry/Product</u>	<u>Employed*</u>
Osceola County School District	School System	8,743
Walt Disney Company - Osceola	Hospitality	3,700
Wal-mart Stores, Inc.	Retail	3,370
Publix Supermarkets, Inc.	Retail	1,838
Osceola Regional Medical Center	Hospital System	1,837
Florida Hospital	Hospital System	1,700
Osceola County Government	County Government	1,442
Gaylord Palms Resort	Hospitality	1,440
McLane/Suncoast, Inc.	Distribution	1,100
Valenica College	Education	976

Services

The City of Kissimmee provides a full range of municipal services, including police, fire, emergency medical services, social services, public improvements, community development, recreation and general administrative services. The City also provides garbage and trash collection and operates a municipal airport.

City Government

The City has a commission/manager form of government with a Mayor-Commissioner and four other Commissioners who are elected at large for four-year staggered terms. Elections are held on the Tuesday, ten (10) weeks prior to the State of Florida General Elections. The City employs a full-time Manager who is the chief executive and administrative officer of the City.

Transportation

The City is located between two of the major expressways in the State. Interstate 4 passes through Osceola County five miles west of the City and the Florida Turnpike diagonally crosses Osceola County along the eastern edge of the City. U.S. Route 192, which also serves the City, provides direct access to Walt Disney World.

Another major highway project, known as the Osceola Parkway, was completed in 1995. This roadway serves as a major east-west corridor across the northern section of the County and goes through Kissimmee.

*The numbers included in this table represent the same figures from the FY 2019 budget document since City staff has not received an update from Osceola County as of publication of the FY 2020 Annual Operating Budget.

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

Transportation, continued

The City is served by the CSX Railroad for freight services and Amtrak for daily passenger service. The City is also served by the Lynx bus system for daily passenger service as well as SunRail for commuter rail service. The Kissimmee Connector transports SunRail passengers to key employment centers in the City.

Orlando International Airport, located 12 miles northeast of the City, presently has more than 800 scheduled operations by major airlines every day. The Kissimmee Gateway Airport has three full service fixed-base operators that serve the airport and a unique cluster of vintage "Warbird" aircraft businesses, including a museum. The airport has emerged as a regional leader in aviation career education with three flight schools, numerous smaller flight schools, an aircraft electronics (avionics) technician training school and an FAA approved airframe and power plant aircraft mechanics school. There are two paved, lighted runways capable of handling the largest corporate aircraft (Boeing 737 BBJ). The runways are 6,000 and 5,000 feet in length, have clean unobstructed approaches and are equipped with a Precision Approach Path Indicator (PAPI) lighting system as visual landing aids. An FAA maintained Instrument Landing System (ILS) serves runway 15. The air traffic control tower opened in 1997 and is the 28th busiest among all towers in Florida. Restaurants, lodging and downtown Kissimmee are within a few minutes' drive of the Kissimmee Gateway Airport.

Education

The Osceola County School system consists of ten high schools, nine middle schools, twenty-four elementary schools, six multi-level schools, twenty-four charter schools as well as two alternative schools. The school system provides special programs for gifted and exceptional children.

Osceola County residents are also served by Valencia College and Florida Christian College. Valencia has constructed a campus on property provided by the City. The University of Central Florida, located on the east side of Orlando, offers undergraduate and postgraduate courses.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

ORGANIZATIONAL STRUCTURE

Fund Description

The City of Kissimmee utilizes a fund structure as outlined in the accounting regulations that govern units of local government. A fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Funds are divided into various types according to the legal restrictions imposed upon them or the uses to which the funds may be put. The following is the fund structure contained in the FY 2020 budget:

I. **Governmental Funds**

Accounted for on a "spending" or "financial flow" measurement focus. Accordingly, the reported undesignated fund balances provide an indicator of available, spendable or appropriable resources.

A. **General Fund**. Accounts for all financial resources except those required to be accounted for in another fund. Although separate funds are established for budgetary purposes for the Police 2nd Dollar Assessment and State and Federal Law Enforcement Trust Funds, they are combined with the General Fund at year-end for financial reporting purposes.

B. **Special Revenue Funds**. Account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. Examples include:

Local Option Sales Tax Fund
Mobility Fee Fund
Local Option Gas Tax Fund
Building Fund
Downtown Community Redevelopment Fund
Recreation Impact Fee Fund
Utility Tax Fund

C. **Debt Service Funds**. Account for the accumulation of resources for payment of interest and principal on general long-term debt. Examples include:

Local Option Sales Tax Bonds Fund
Series 2016 Bonds Fund

D. **Capital Projects Funds**. Account for financial resources to be used for the acquisition of capital facilities (other than those financed by special assessments or enterprise funds). The City currently does not have any Capital Projects Funds budgeted.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

II. **Proprietary Funds**

Accounted for on a "cost of service" or "capital maintenance" measurement focus. Accordingly, all assets and liabilities are included on their balance sheets and the reported fund equity provides an indication of the economic net worth of the fund. Operating statements for proprietary fund types report increases and decreases in total economic net worth.

- A. **Enterprise Funds.** Account for operations that are financed and operated in a manner similar to private business enterprises. Examples include:

Stormwater Utility Fund
Sanitation Fund
Airport Fund

- B. **Internal Service Funds.** Account for the financing of goods or services provided by one department to other departments of the City or to other governments, on a cost-reimbursement basis. Examples include:

Central Services Fund
Self Insurance Funds

III. **Fiduciary Funds**

Agency and Expendable Trust Funds are accounted for like Governmental Fund Types; Nonexpendable Trust Funds and Pension Trust Funds are accounted for like Proprietary Fund Types. Examples include:

Nonexpendable Trust Fund
Cemetery Supplemental Care

Pension Trust Funds
General Employees
Police Officers
Firefighters

Agency Funds
Payroll
Occupational License
Pooled Investment (Clearing)

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

Department/Division Description

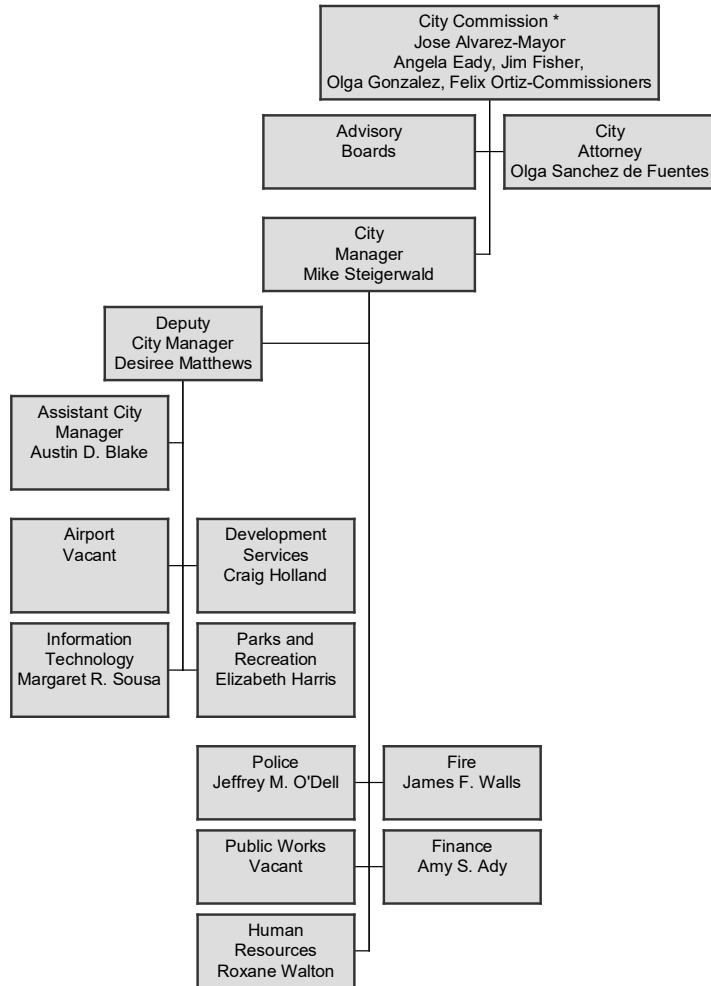
The major City Funds are budgeted and managed as combinations of organizational units known as departments and divisions. Departments consist of one or more divisions and may include divisions accounted for in more than one fund.

Object Code Description

For managerial control purposes, budgeted expenditures of each division are further accounted for with the use of object codes. A list of object codes is provided in the schedules section of this budget. Object code line item changes within departments are approved by the City Manager and reported to the City Commission. The account summary categories included on the list and used on each Division Summary of the budget are used only to illustrate the types of expenditures and are not controlled from a budgetary standpoint.

CITY OF KISSIMMEE
2020 ANNUAL BUDGET

CITY OF KISSIMMEE
ORGANIZATION CHART



* The City Commission is composed of representatives elected by the citizens of the City of Kissimmee.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

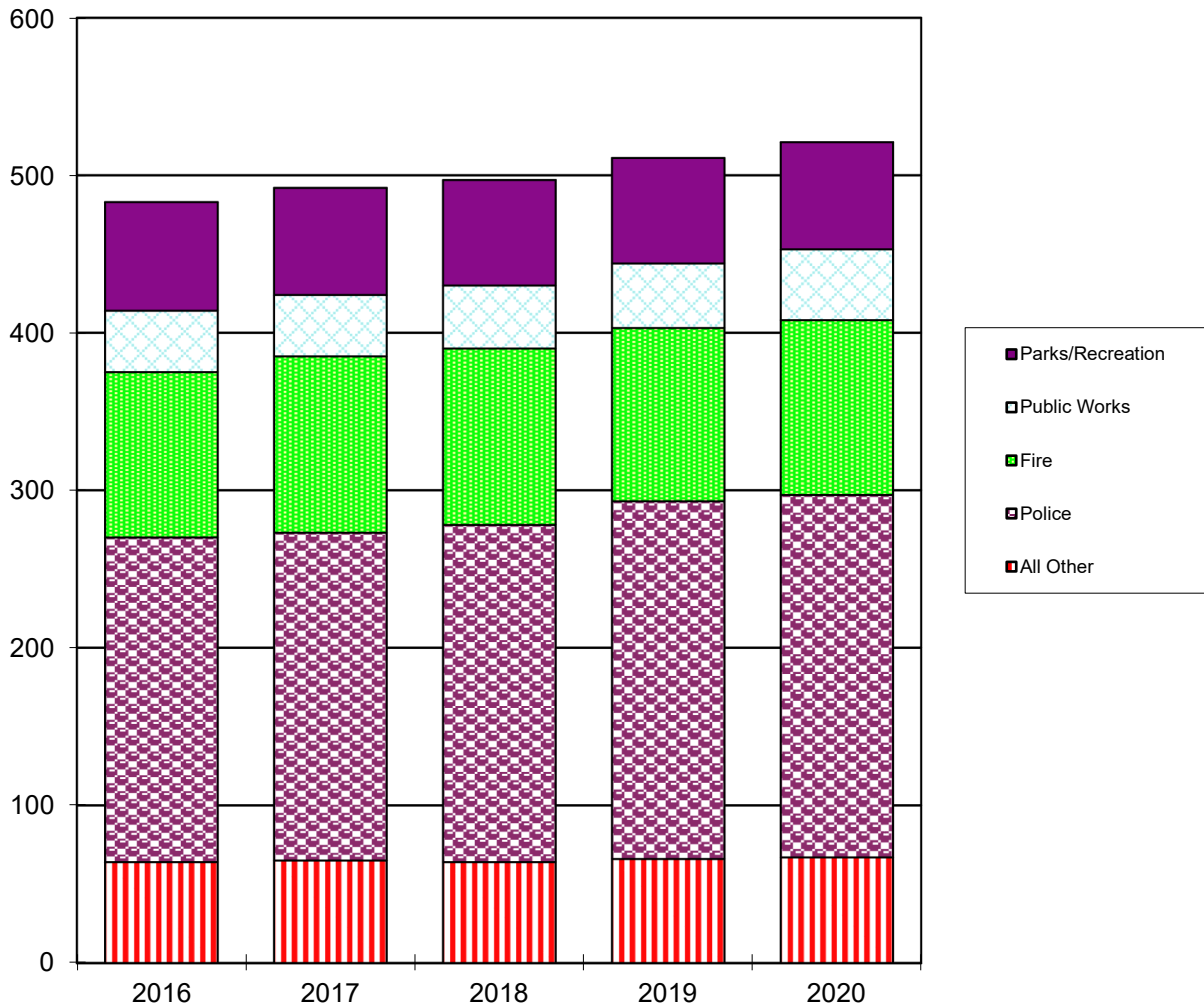
**PERSONNEL RECAP
FY 2016 to FY 2020**

DEPARTMENT	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>CHANGE</u>
Full-Time Positions:						
City Commission	5	5	5	5	5	-
City Attorney	5	5	5	5	5	-
City Manager	13	13	13	13	14	1
Finance	13	13	13	13	13	-
Development Services	18	19	19	20	20	-
Police	206	208	214	227	230	3
Fire	105	112	112	110	111	1
Public Works	39	39	40	41	45	4
Parks & Recreation	69	68	67	67	68	1
Personnel	10	10	9	10	10	-
TOTAL GENERAL FUND	483	492	497	511	521	10
Stormwater Utility	34	34	36	37	37	-
Sanitation	27	27	27	27	28	1
Airport	8	8	8	8	8	-
Central Services	32	35	37	41	42	1
Local Option Gas Tax	12	12	12	12	12	-
Building	13	14	14	19	20	1
Community Dev Block Grant	2	2	2	2	2	-
Justice Assistance Grant	3	3	3	3	3	-
TOTAL FULL-TIME	614	627	636	660	673	13
All Other Positions:						
Police :						
Auxiliary Officer	5	5	5	5	5	-
School Crossing Guard	44	44	-	-	-	-
Other	7	7	7	7	7	-
Fire	1	1	1	1	2	1
Public Works	-	-	2	2	2	-
Parks & Recreation	79	79	79	91	91	-
Personnel	2	2	3	2	2	-
TOTAL GENERAL FUND	138	138	97	108	109	1
HOME/SHIP	1	1	1	1	-	(1)
Community Dev Block Grant	-	-	-	-	1	1
TOTAL ALL OTHER	139	139	98	109	110	1
TOTAL POSITIONS	753	766	734	769	783	14

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**GENERAL FUND EMPLOYEES
FY 2016 TO FY 2020 BY DEPARTMENT**

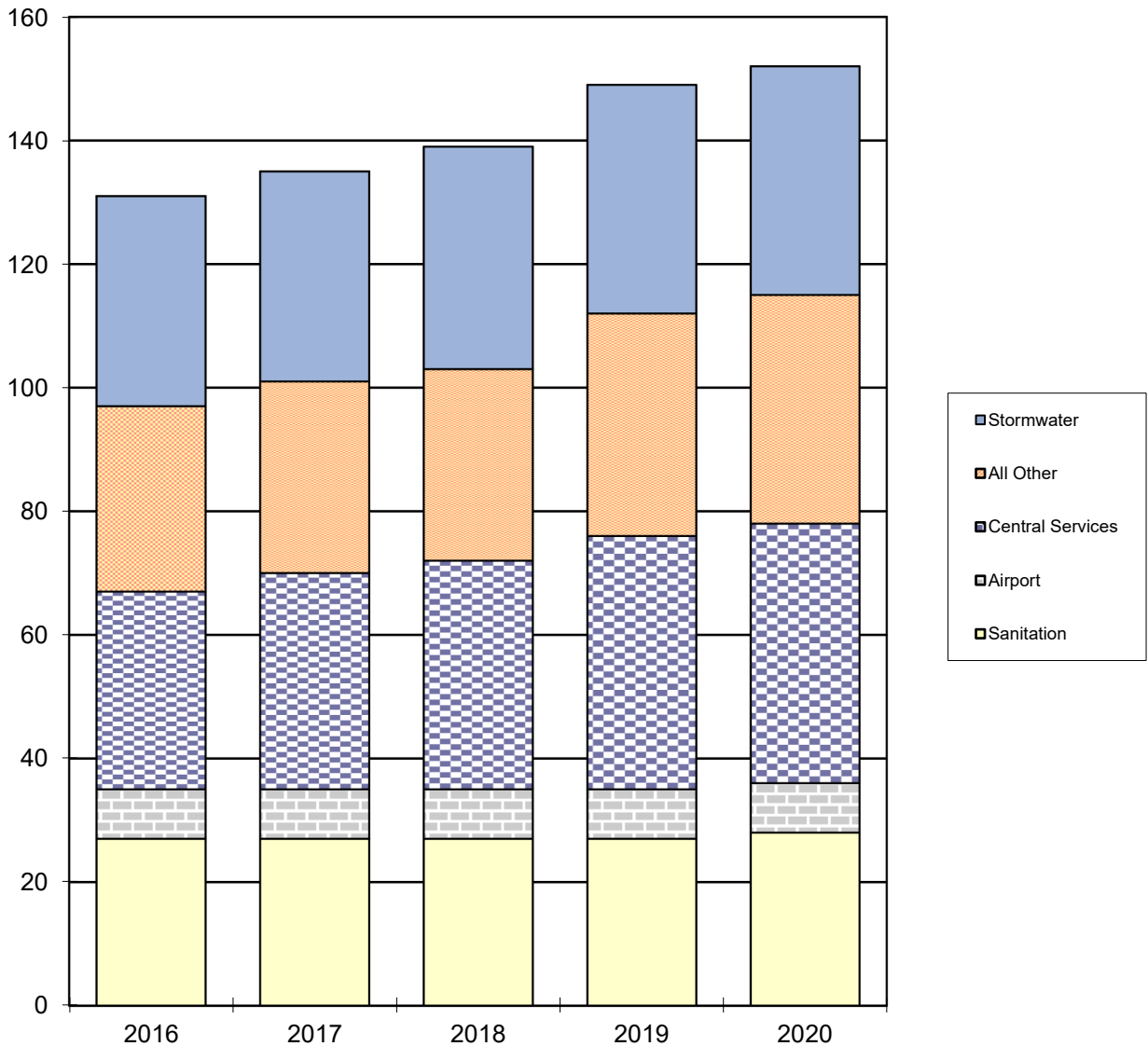
Management is very aware that personnel costs are the main component of the General Fund budget. During the recession in the late 2000s, the City implemented a hiring freeze; however, as the economy rebounded, the freeze was eliminated. In the years since that time, the City has added a number of positions to address the growing demands for service. During the most recent years, these increases have occurred primarily in Public Safety. In FY 2020, ten positions, primarily in Police and Public Works, will be added. Parks and Recreation, Fire and the City Manager's Office will each have one new position as well.



**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**EMPLOYEES IN OTHER FUNDS
FY 2016 TO FY 2020 BY DEPARTMENT**

Several positions were added in the City's enterprise funds and Building Fund in FYs 2016 through 2019. In FY 2020, new positions will be added in the Sanitation Fund, Central Services Fund for the Information Technology Department, and the Building Fund. As with General Fund, these positions are the result of increases in service level demands.



CITY OF KISSIMMEE 2020 ANNUAL BUDGET

FINANCIAL CONDITION

Relative to the General Fund, revenues are projected to increase \$2.5 million between fiscal years 2019 and 2020. This is primarily the result of an increase in ad valorem taxes due to an increase in assessed values. Staff has prepared the FY 2020 budget with a projected increase in expenditures of \$2.3 million. This increase is due to the net addition of ten full-time and one part-time positions, an overall salary increase of 5% for all employees as well as pay increases in various positions based upon the study conducted by the City's consultant. Since the FY 2020 budget includes recommended salary increases as well as several new positions, the City's General Fund revenues are projected to be \$736,249 less than expenditures for FY 2020. Even though projected expenditures are more than projected revenues, this scenario will enable the City to spend down some of its excess reserve balance over the next 3-5 years and yet still maintain a targeted reserve balance of at least 20% at the end of FY 2024. Since the FY 2019 General Fund reserve balance is estimated to be a healthy 41% of budget, staff is able to recommend funding improvements in the City's salary and benefit program for FY 2020 as directed by the Commission goals that were previously adopted.

Although this pattern of overall expenditures exceeding revenues is expected to continue over the next four years as the need for capital replacements and further salary and benefit increases arise, responsible fiscal management over the past several years will allow the City to continue to spend down some of its reserve balance without putting the City in a negative financial position. Therefore, utilization of reserves is projected throughout the five-year period. This approach also enables the City to budget funds for annual operational and personnel expenses that are not likely to be expended but would otherwise be restricted as reserves. This is due to the nature of personnel expenses where all positions must be fully budgeted but typically 4-5% of annual budgeted funds are not spent due to periodic vacancies in the workforce. As with all projections, it is difficult to rely on these figures with a great amount of certainty. While the City is anticipating a 12.1% increase in ad valorem taxes, the overall increase in General Fund revenues is projected at approximately 3.5%. Staff will continue to monitor certain key expenditure categories to ensure the proper balance between revenues, expenditures and reserves. Although most general government capital outlays are currently being financed within Special Revenue Funds, such as the Local Option Sales Tax, continued diligence in managing operating costs will be needed for the potential that General Fund might need to fund a larger portion of its capital requirements in the future. The property tax millage rate is projected to be 4.6253 mills for FY 2020. This is the same millage rate that was adopted for fiscal years 2010 through 2019. No other significant financial changes are anticipated and all debt service requirements are budgeted.

Kissimmee's standards for services are considered excellent and its tax rates have compared favorably to other area governments in the past. The City has established prudent budgetary policies which allow it to maintain a healthy financial posture and position of readiness to assume future obligations in a responsible manner. The following items are highlights from the budgets of the major operating funds and serve as an outline of the City's near-term agenda to prepare for the needs of a model community of the future.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

GENERAL FUND

- The recommended millage for ad valorem taxes will be 4.6253 mills (one mill will generate \$3,499,215).
- Overall, the net number of full-time positions in the General Fund is projected to increase by ten. The positions that will be added to the General Fund in FY 2020 include – a Business Development Coordinator in the City Manager Department; two Police Officers and a Quality Assurance Telecommunicator in the Police Department; a Training Coordinator in the Fire Department; a Secretary, an Equipment Operator I and two Utility Workers in the Public Works Department; and an Herbicide Technician in the Parks and Recreation Department. In addition to these full-time positions, there will be one additional part-time Logistics Technician in the Fire Department.
- Road and Sidewalk improvements, previously funded in the General Fund, continue to be funded through the Local Option Gas Tax Fund. Mobility fees are allocated to certain qualified projects to assist in addressing the growing demand for road and intersection improvements. While the local option gas tax revenue has experienced some growth in the past year, it hasn't been substantial enough to fund road improvements as quickly as desired.
- As indicated earlier, FY 2020 total revenues are projected to be almost \$2.5 million (3.5 percent) more than FY 2019 total estimated revenues. This increase is directly attributable to the significant increase in ad valorem taxes as well as more moderate increases in the transfers from KUA and TWA. Based upon these projections, the General Fund reserves will be \$29,488,976 or 41% of the annual budget. As the Commission is aware, the City's policy is to retain a minimum reserve of 20% of the total General Fund budget. While the current estimated reserves more than exceed the City's target level of 20%, reserves are projected to reach approximately 20% in FY 2024.
- Prudent fiscal responsibility requires the City to continue to monitor the economic climate over the next several years to ensure that revenues grow at least as fast as expenditures. In the event that expenditures continue to increase more rapidly than revenues, the City would need to explore the potential for new revenue sources or costs that could be decreased or eliminated in order to stabilize the fiscal operations of the City beginning in FY 2024.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STORMWATER UTILITY FUND

- Revenues are projected to be approximately \$357,000 less than total expenditures. This can be attributed to the additional capital investment needed in FY 2020 for drainage projects and several pieces of heavy equipment; however, over the five-year period reserves are projected to be more than adequate to maintain normal operations.
- No new positions have been recommended for FY 2020.

SANITATION FUND

- The City's garbage and trash service is completely funded by user fees except for franchise revenues received from private companies for commercial collection. In FY 2020, revenues are projected to be approximately \$298,000 less than expenditures. This can be attributed to ongoing capital investments such as an additional garbage truck as well as replacement garbage trucks. While these improvements will lead to a slight dip in reserves, the reserve balance will be sufficient to fund future operations over the five-year period.
- A Solid Waste Driver position has been recommended for FY 2020 due to the anticipated need for an additional route.

AIRPORT FUND

- Property leases and other revenues are slightly less than operations due to the loss of the golf course and gun range lease revenues. As a result, the City's share of federal and/or state funded rehabilitation projects at the Airport has been scaled back until such time as these revenues are replaced. Based upon current projections, the Airport is projected to have reserves of approximately \$647,000 at the end of FY 2020.
- Minimal funds will be set aside for future use as matching requirements on various state and federal grants.
- No new positions have been recommended for FY 2020.

CENTRAL SERVICES FUND

- A fleet consultant is currently conducting an analysis of the rates charged by the Fleet division for both internal and external customers to determine what changes need to be implemented to ensure that this operation is charging appropriately for its services. Any recommendations will be implemented in FY 2020.
- In FY 2020, an additional Network Engineer position in the Information Technology Department has been recommended to assist with security related technology.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**ALL FUNDS
BEGINNING RESERVE BALANCES AND REVENUES**

This schedule and the one on the facing page indicate the changes budgeted to occur to Restricted and Unrestricted Balances in each Fund in FY 2019. Shown below are the beginning balances of Reserve Accounts and budgeted revenues which provide the total sources estimated to be available to the City for appropriation.

FUND NAME	ESTIMATED BEGINNING RESTRICTED BALANCES	ESTIMATED BEGINNING UNRESTRICTED BALANCES	REVENUE BUDGET FY 2020	TOTAL SOURCES BUDGET FY 2020
General Fund	\$ -	\$ 30,225,225	\$ 73,968,209	\$ 104,193,434
Stormwater Utility	-	1,388,239	5,730,000	7,118,239
Sanitation	-	1,072,437	5,517,551	6,589,988
Airport	-	679,990	909,415	1,589,405
Central Services	-	19,031	8,692,956	8,711,987
Local Option Sales Tax	-	667,347	8,688,000	9,355,347
Mobility Fee	4,059,362	-	1,009,200	5,068,562
Local Option Gas Tax	-	1,591,731	3,355,000	4,946,731
Paving Assessment	-	-	28,000	28,000
Building	-	5,618,466	2,249,000	7,867,466
Downtown Community Redevelopment	-	1,213,936	2,208,464	3,422,400
Vine Street Community Redevelopment	-	534,333	680,887	1,215,220
2019 CDBG Entitlement Grant	-	-	661,559	661,559
2019 SHIP Grant	-	-	119,185	119,185
2019 HOME Grant	-	-	312,891	312,891
Recreation Impact	920,196	-	415,000	1,335,196
Police 2nd Dollar Assessment	-	13,793	18,000	31,793
Justice Assistance Grant	-	-	300,492	300,492
State Law Enforcement Trust	-	262,964	1,500	264,464
Federal Law Enforcement Trust	-	41,736	500	42,236
School Crossing Guard Trust	-	12,967	11,050	24,017
Treasury Forfeiture	-	278,503	3,000	281,503
Charter School	-	2,762,349	5,843,000	8,605,349
Utility Tax	-	580,667	7,382,000	7,962,667
Local Option Sales Tax Bonds	-	-	3,035,674	3,035,674
FMHA Bonds	41,874	-	28,950	70,824
Local Option Gax Tax Notes	-	-	279,110	279,110
Community Redevelopment Notes	-	-	282,110	282,110
Series 2016/2017 Bonds	17,429	-	3,440,681	3,458,110
Liab/Workers Comp Self Insurance	-	2,300,311	2,880,554	5,180,865
Health Self Insurance	-	211,085	8,594,747	8,805,832
TOTALS	\$ 5,038,861	\$ 49,475,110	\$ 146,646,685	\$ 201,160,656

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**ALL FUNDS
ENDING RESERVE BALANCES AND DISBURSEMENTS**

There is little difference between projected beginning and ending balances of Restricted Reserve Accounts. The major change in Unrestricted Reserve Accounts is due to substantial capital outlays being funded from operations. Shown below are budgeted disbursements and estimated ending balances of Reserve Accounts which sum to budgeted total uses.

FUND NAME	BUDGETED DISBURSEMENTS FY 2020	ESTIMATED ENDING RESTRICTED BALANCES	ESTIMATED ENDING UNRESTRICTED BALANCES	BUDGETED TOTAL USES FY 2020
General Fund	\$ 74,704,458	\$ -	\$ 29,488,976	\$ 104,193,434
Stormwater Utility	6,087,246	-	1,030,993	7,118,239
Sanitation	5,815,777	-	774,211	6,589,988
Airport	941,723	-	647,682	1,589,405
Central Services	8,701,608	-	10,379	8,711,987
Local Option Sales Tax	7,963,823	-	1,391,524	9,355,347
Mobility Fee	943,451	4,125,111	-	5,068,562
Local Option Gas Tax	3,038,653	-	1,908,078	4,946,731
Paving Assessment	28,000	-	-	28,000
Building	1,885,951	-	5,981,515	7,867,466
Downtown Community Redevelopment	2,826,181	-	596,219	3,422,400
Vine Street Community Redevelopment	352,095	-	863,125	1,215,220
2019 CDBG Entitlement Grant	661,559	-	-	661,559
2019 SHIP Grant	119,185	-	-	119,185
2019 HOME Grant	312,891	-	-	312,891
Recreation Impact	850,000	485,196	-	1,335,196
Police 2nd Dollar Assessment	26,505	-	5,288	31,793
Justice Assistance Grant	300,492	-	-	300,492
State Law Enforcement Trust	21,800	-	242,664	264,464
Federal Law Enforcement Trust	3,000	-	39,236	42,236
School Crossing Guard Trust	16,050	-	7,967	24,017
Treasury Forfeiture	-	-	281,503	281,503
Charter School	5,863,700	-	2,741,649	8,605,349
Utility Tax	7,432,000	-	530,667	7,962,667
Local Option Sales Tax Bonds	3,035,674	-	-	3,035,674
FMHA Bonds	28,950	41,874	-	70,824
Local Option Gas Tax Notes	279,110	-	-	279,110
Community Redevelopment Notes	282,110	-	-	282,110
Series 2016/2017 Bonds	3,440,681	17,429	-	3,458,110
Liab/Workers Comp Self Insurance	3,195,042	-	1,985,823	5,180,865
Health Self Insurance	8,685,554	-	120,278	8,805,832
TOTALS	\$ 147,843,269	\$ 4,669,610	\$ 48,647,777	\$ 201,160,656

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**ALL FUNDS
YEAR END FUND BALANCES AND RESERVES**

Reserve balances as of the end of the fiscal year are shown in the following schedule. All balances are anticipated to be held in reserve for future capital outlays, restricted by bond covenants or set aside in accordance with budgetary policies. Estimated and budgeted amounts are cumulative with prior period balances being considered as sources of funding for the next period.

FUND NAME	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
General Fund	\$ 31,148,968	\$ 24,107,150	\$ 30,225,225	\$ 29,488,976
Stormwater Utility	2,726,823	1,621,513	1,388,239	1,030,993
Sanitation	1,249,366	732,204	1,072,437	774,211
Airport	863,264	549,798	679,990	647,682
Central Services	406,486	25,923	19,031	10,379
Local Option Sales Tax	6,112,238	1,085,625	667,347	1,391,524
Transportation Impact	60,767	-	-	-
Mobility Fee	4,192,795	4,861,035	4,059,362	4,125,111
Local Option Gas Tax	2,898,133	1,303,966	1,591,731	1,908,078
Shingle Creek Regional Trail Grants	(296,494)	-	-	-
JYP/West Oak Street Improvements Grant	(62,684)	-	-	-
Building	5,544,946	4,329,289	5,618,466	5,981,515
Downtown Community Redevelopment	1,158,775	344,481	1,213,936	596,219
Vine Street Community Redevelopment	145,237	477,875	534,333	863,125
CDBG Entitlement Grants	(43,003)	-	-	-
State Housing Initiative Partnership Grants	534,108	-	-	-
Home Investment Partnership Grants	(1,613)	-	-	-
Neighborhood Stabilization Grants	90,890	-	-	-
Recreation Impact	1,249,293	1,035,882	920,196	485,196
Police 2nd Dollar Assessment	45,437	12,764	13,793	5,288
Justice Assistance Grant	18,057	-	-	-
Victims of Crime Act Grant	11,653	-	-	-
State Law Enforcement Trust	256,550	235,766	262,964	242,664
Federal Law Enforcement Trust	43,956	37,872	41,736	39,236
School Crossing Guard Trust	12,967	22,338	12,967	7,967
Treasury Forfeiture	260,427	414,686	278,503	281,503
Charter School	2,794,849	2,892,027	2,762,349	2,741,649
Utility Tax	630,667	677,314	580,667	530,667
FMHA Bonds	41,874	41,874	41,874	41,874
Series 2016 Bonds	17,429	17,429	17,429	17,429
Series 2016/2017/2018 Construction	20,822,767	23,517	-	-
Liab/Workers Comp Self Insurance	2,250,821	2,652,620	2,300,311	1,985,823
Health Self Insurance	(176,962)	(31,335)	211,085	120,278
TOTAL RESERVE BALANCES	\$ 85,008,787	\$ 47,471,613	\$ 54,513,971	\$ 53,317,387

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

ECONOMIC CONDITION AND OUTLOOK

The City is primarily residential in character but also serves as a regional retail and commercial center. It derives a substantial portion of its economic activity from its proximity to Walt Disney World, its medical district which is the third largest in central Florida, its airport, its position as the County seat as well as its proximity to Medical City in the Lake Nona area.

Osceola County has funded the \$160 million NeoCity project which will provide a state-of-the-art advanced manufacturing research and development center for the nano sensor industry. This 500-acre technology and research district is currently under construction and has attracted investment from both national and international research and manufacturing partners. The center is expected to have a major impact on the State of Florida's economy and presents significant opportunities for Kissimmee's future.

There are 50 attractions easily accessible from the Kissimmee resort area. In addition to Walt Disney World, located approximately 7 miles west of the City, some of the tourist attractions near the City include Sea World, Gatorland Zoo, Reptile World Serpentarium, Medieval Times, Universal Studios and Kennedy Space Center. Special events that take place in Kissimmee each year are the Silver Spurs Rodeo, RAM National Rodeo, the festival series at Lakefront Park and the Mecum Auto Auction.

Kissimmee is expected to continue to grow over the long term and has taken steps to plan and manage how it ultimately impacts the citizens' quality of life. A comprehensive plan has been developed to establish strategies, initiatives and policies for growth management. The City has also adopted a five-year capital program to provide a framework for the development and maintenance of the community's infrastructure and the City's ability to maintain and enhance City services. The five-year capital program is reviewed to determine its compatibility with the overall comprehensive plan for the City. This ensures that funding is being made available for projects that are critical for the continued growth of the City. Therefore, the City will maintain strict due-diligence measures and aggressively seek out opportunities to reduce or maintain expenditures on operations to within budgetary limits in order to develop and maintain the community's infrastructure and to enhance City services.

In FY 2020, continued growth is expected in the City's major revenue sources while some of the less significant sources will remain relatively unchanged from the previous year. The assessed value of properties within the City is expected to increase by 12.1% in FY 2020. This will be the seventh year for an increase in property values since values plummeted in 2008. Although the current economic outlook is far more positive than negative, the potential for another recession is almost certain. Therefore, the City will continue to look for other revenue sources as well as expenditure cuts to ensure the long-term financial sustainability of the City's ongoing operations. Staff will also explore other programs that could provide significant savings in the annual budget similar to the KUA solar grid project that the City will begin participating in during FY 2020. Finally, staff will continue to monitor costs such as insurance, pension and fuel which have increased significantly over the past several years.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

BUDGETARY POLICIES AND GUIDELINES

Budgetary Basis

The budgets for General, Special Revenue, Debt Service, and certain Trust and Agency Funds are maintained on a modified accrual basis with revenues being recognized when they become measurable and available while expenditures are recorded at the time liabilities are incurred.

Accounting records for the Enterprise, Internal Service and certain Trust and Agency Funds are maintained on a full accrual basis. Enterprise Funds are charged for administrative, accounting and information technology services provided by various departments in other funds. This is done with a view toward making these funds self-supporting and to provide a basis for comparison with investor-owned public utilities. The Internal Service Funds provide services of a support nature on a City-wide basis for which user departments are charged service fees.

Revenue Policies

The City continually monitors existing revenue sources to guard against any harmful trends. It also pursues any acceptable alternative to provide new sources of revenue needed to continue providing the desired level of services. Although significant as a funding source for the General Fund budget, the property tax is recognized as having an unacceptable impact on individuals who have fixed incomes or who experience rapid increases in assessed valuation by the County Property Appraiser. Therefore, the City did not increase ad valorem taxes for fifteen years. This practice was successful primarily because the City enjoyed several major alternative revenue sources that supplemented the property tax revenues. While operating expenditures have been substantially supported with utility taxes and established transfers based on electric consumption and water and sewer customer revenue, the local option gas tax and sales tax have allowed substantial outlays on facilities and infrastructure improvements. Despite these additional revenue sources, the ongoing operations associated with the General Fund increased to the point where additional revenue sources were necessary; therefore, in FY 2006 the City Commission approved a 1.25 mill increase in ad valorem taxes. This resulted in a millage rate of 5.5453 mills. During FY 2007, the State Legislature passed legislation that required all counties and municipalities to roll back taxes to the 2006 levels. This resulted in a rollback millage rate of 5.0125. However, the City chose to roll back the millage rate even further to 3.7058 mills. In order to offset this shortfall in property tax revenue, the City implemented a fire fee that generated approximately \$3,000,000 annually. By doing so, the City was able to lower its dependency on property tax revenues. In FY 2010, the rollback millage rate was implemented since property values declined almost eighteen percent. In FY 2011, the assessed value of properties within the City limits decreased over twenty-three percent. Despite this decrease, the millage rate was not increased. In FY 2012, property values declined over eight percent; therefore, the KUA transfer for electric consumption was increased from 6.24 to 6.91 mills as an alternative to raising the property tax millage. In FY 2013, property values declined less than one percent; therefore, the City maintained the millage rate at 4.6253 mills. In FY 2014, the City Commission eliminated the Fire Fee by once again increasing the KUA transfer for electric consumption. The proposed increase in the KUA transfer resulted in a transfer rate of approximately 9.85 mills. Based upon a projected increase in property values of approximately 12.1% in the FY 2020 budget, staff is recommending maintaining the millage rate at 4.6253 mills.

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

Expenditure Policies

The City's policy is to assure that current (annual) services and obligations are funded through recurring revenue sources and prior year savings are only applied to one-time expenses. However, in the past, the City has had to dip into reserves to fund current obligations. Since the General Fund reserves were more than adequate, the City was able to do this and still continue to maintain an adequate reserve. Next year, the City's revenues will once again be less than expenditures; therefore, approximately \$736,000 will be used from General Fund reserves to balance the budget. Despite the use of reserves in FY 2020, staff does not anticipate any issues with maintaining a reserve of at least 20% by the end of FY 2024. Personnel costs are understood to be the major component of the operating budget and receive the foremost consideration during budget development. The City seeks to compensate employees at a level that equates to compensation provided to area employees and considers the need for an appropriate benefit package, including annually accrued costs of the retirement plans. Materials and services costs are estimated based on detailed reviews of historical spending and anticipated increases in demand. Within funding limitations, equipment is generally replaced when its useful life has expired. Safety needs are always given the highest priority in all funding considerations. Requests for new equipment also receive priority when it is expected that efficiency and productivity will improve as a result of the purchase.

Performance Measurement

Performance of the overall City administration is constantly evaluated and measured against City Commission policies and expectations. The City Commission meets the first and third Tuesday evening of each month and also has workshops in a less formal setting as needed. At these times, the City Manager responds to the City Commission's concerns. Status reports highlighting significant activity and progress toward completing assigned projects are presented to the Commission during workshop meetings. During compilation of the five-year capital budget, actual revenues and expenses are compared to budget. Any major deviation from amounts budgeted requires a budget adjustment and explanation for the difference. A mid-year budget review provides another opportunity for explanations and accountability to measure the effectiveness of the operation's performance. The City utilizes performance indicators that are used in concert with financial data to measure the level of service and progress in achieving the goals of each department.

Self-Insurance

With the rising cost of carrying adequate insurance, it was determined that the City would benefit from a program of self-insurance. Beginning in FY 1987, the City began setting aside partial funding of a pool of cash reserves to be accounted for in the Liability/Workers Compensation Self Insurance Internal Service Fund. Each fund at the division level budgets an allocated share of current year premiums plus a supplemental amount to be transferred to the Self-Insurance Fund. Based on an actuarial review in FY 1995, it was decided that an additional \$1,000,000 could be needed for potential claims. To address this, the City budgeted an additional \$100,000 each year between FY 1996 and FY 2003; however, due to tighter budget constraints in FY 2004 and FY 2005, this practice was temporarily suspended. Beginning in FY 2006, an additional \$50,000 was budgeted each year for contributions from the various funds of the City; however, due to tight budget constraints this practice was once again

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

suspended in FY 2009. In FYs 2013 and 2014 an additional \$80,000 and \$50,000, respectively, was budgeted for contributions from the various City funds. The FY 2015 budget included an additional \$100,000 while budgets for FYs 2016-2019 included an additional \$50,000; the FY 2020 budget will include another \$50,000 increase. It is anticipated that an additional \$50,000-\$100,000 will be budgeted each year in order to build the reserve in this fund. In FY 2011, the City established a self-insurance program for health benefits in response to rising health insurance premiums. This program will continue in FY 2020.

General Fund Reserve

It was City policy for a number of years to accumulate and maintain 11% of the total General Fund budget as a reserve. This reserve was calculated as a percentage of the total General Fund budget including capital outlays and interfund transfers. This practice was continued through FY 2003. The 11% was considered a minimum since the five-year capital improvement program demonstrated that additional balances are needed to fund large expenditures planned for subsequent years. Beginning in FY 2004, the target reserve amount was decreased to 10% to more accurately reflect the future needs of the City. Based upon a recommendation from the City's financial auditors in later years, the target level for General Fund reserves was increased to 20%. The current 5 Year Capital Plan projections indicate that reserves will be approximately 20% at the end of FY 2024. Staff will continue to monitor revenues and expenditures to determine if any adjustments must be made to maintain a reserve level of at least 20% by the end of the five-year projection cycle.

Investment Policy

In years past, investment income was a significant revenue source to the City; however, the fixed income markets have not performed as in the past as a result of tumultuous financial conditions. Even though the City has not been active in the financial markets during the past few years, every effort is made to maximize the return that can be achieved when investing idle cash. Appropriate safeguards are exercised to ensure the safety of the investments and provide adequate liquidity to meet obligations as they become due. Except for pension funds, all deposits are maintained in a pooled cash account which is maintained with the City's banking services provider. At times, liquid funds are also deposited in the State operated investment pool that allows withdrawal with 24-hour notice as well as two other local government pools that also allow withdrawals within 24-48 hours. Longer term investments can be made in obligations of the United States Government and certain instruments guaranteed by the United States Government. The City pursues investments in these longer-term securities in order to enhance the overall investment return.

Debt Management

In the General Fund, the City has generally adhered to a philosophy of pay-as-you-go, choosing to defer large capital outlays or increased revenues until the necessary funds were made available. However, the City has actively financed a number of activities by means of revenue bonds secured by revenues of its enterprise and special revenue funds as well as a covenant to budget and appropriate annual debt service payments.

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

During FY 2001, a note was issued to fund construction of the Kissimmee Charter Academy. In FY 2002, the City issued a note pledged by sales tax revenues to provide the funds necessary to purchase a 112-acre parcel of land that will be used for future park facilities. This note was paid in full in FY 2012. In addition, the City refinanced the 1998 Sales Tax Note to take advantage of declines in the interest rate environment. In FY 2006, the City issued a bank note pledged by sales tax revenues to fund the construction costs associated with the relocation of Fire Station 11 as well as various road and drainage improvements; this note was refinanced at the end of FY 2010 to take advantage of debt service savings. In FY 2007, the City issued a bank note via a covenant to budget and appropriate the repayment of the debt. The proceeds from this note funded the construction of various road projects in the City. In FY 2009, the initial borrowing for the Kissimmee Charter Academy was refinanced to amortize the balloon payment on the original debt that would have matured in FY 2010; this note was then refinanced in FY 2011 to lock in a fixed interest rate. In addition, in February 2009 the City issued a bank note pledged by sales tax revenues to fund the construction of improvements at Lakefront Park; this note was also refinanced in FY 2011 to take advantage of a lower, fixed interest rate. In FY 2011, a bank note pledged by sales tax revenues was issued to fund additional improvements at Lakefront Park. A second note was also issued in FY 2011 to fund various road improvement projects; this note was issued via a covenant to budget and appropriate the repayment of the debt. In FY 2014, a bank note was issued to fund further improvements at Lakefront Park as well as road improvements; this note was pledged by sales tax revenues with a backup covenant to budget and appropriate the repayment of the debt. In FY 2015, a bank note was issued to fund road improvements; this was secured by a covenant to budget and appropriate annual debt service payments. Another note was issued in FY 2015 to pay off the Series 2004 Redevelopment Trust Fund Revenue Obligation for the Community Redevelopment Agency (CRA). The new note was issued via a covenant to budget and appropriate annual debt service payments. While this debt is in the City's name, the intent is for the CRA to repay the debt. This arrangement was established via an interlocal agreement between the City and the CRA. In 2016, the City issued the Series 2016 Improvement Revenue Bonds with a par amount of \$42,930,000. The Bonds were issued to fund the Toho Square Parking Garage, Phase Four of Lakefront Park, Utility Relocation, Road Improvements, Facility Improvements and also a portion of the Police Firearms Range. The Bonds also refunded the Series 2006 Note and the 2011A Charter School Note. Annual debt service payments will be funded by the CRA, Local Option Gas Tax, Local Option Sales Tax and Mobility Fee Funds. In 2017, the City took out a \$10,950,000 Line of Credit with the Florida Local Government Finance Commission Pooled Commercial Paper Loan Program. These monies were used to purchase various parcels of land that will be used for future development in the City. In FY 2019, the City borrowed an additional \$5,400,000 from the same commercial paper loan program. These monies are being used to partially fund the new public safety facility as well as several other projects.

A listing of all outstanding debt follows on the next page.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

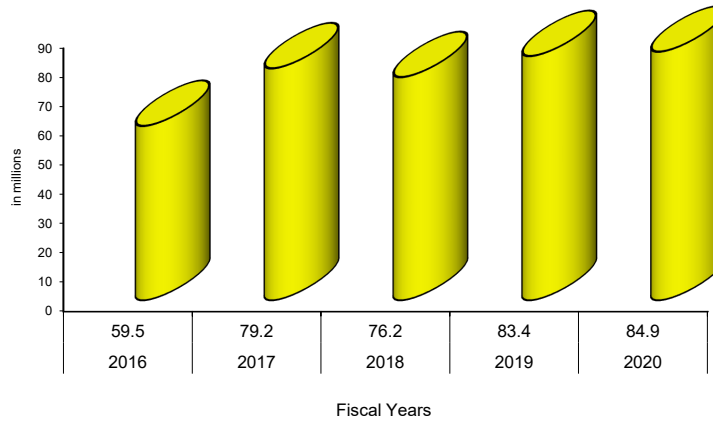
OUTSTANDING DEBT

The legal debt limit for general obligation bonds is computed as 20% of the City's assessed value. However, none of the outstanding debt is considered to be general obligation bonds. Listed below is a schedule of current outstanding debt.

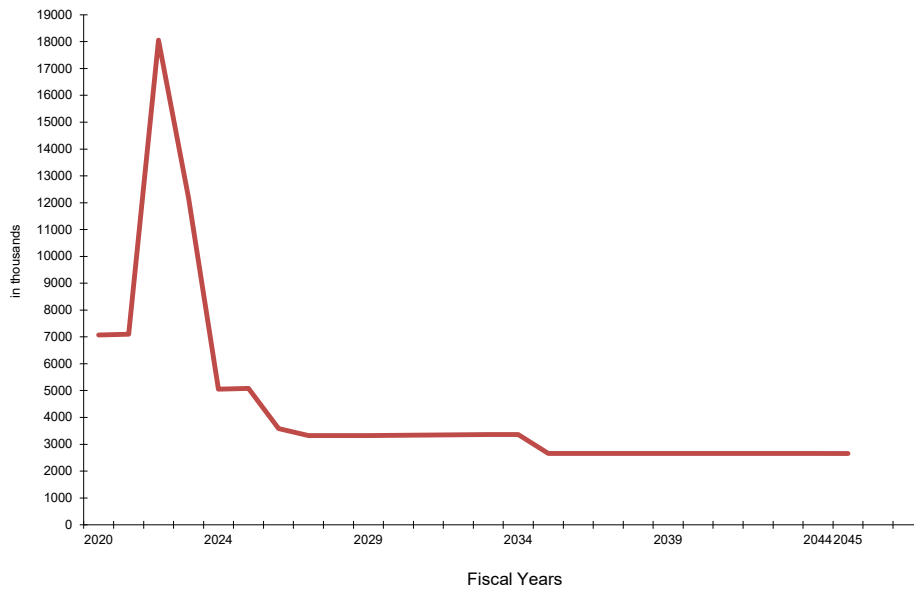
<u>DESCRIPTION</u>	<u>ISSUE DATE</u>	<u>ORIGINAL AMOUNT</u>	<u>OUTSTANDING AT 9/30/19</u>	<u>FY 2020 DEBT SERVICE</u>	<u>FINAL MATURITY</u>
<u>GOVERNMENTAL BONDS AND NOTES:</u>					
Excise Tax:					
City Hall	1982	500,000	79,000	28,950	2022
Improvement Revenue Note Series 2010A	2010	9,500,000	4,230,000	904,914	2023
Improvement Revenue Note Series 2010B	2010	8,000,000	4,672,000	743,412	2025
Improvement Revenue Note Series 2010C	2010	4,000,000	2,955,000	279,110	2030
Improvement Revenue Note Series 2011B	2011	9,140,000	4,865,000	765,836	2025
Improvement Revenue Note Series 2014A	2014	9,600,000	8,295,000	621,512	2034
Improvement Revenue Note Series 2015B	2015	3,820,000	3,280,000	282,110	2030
Improvement Revenue Bonds Series 2016	2016	42,930,000	40,145,000	2,960,681	2046
Commerical Paper Note Series 2017	2017	10,950,000	10,950,000	321,600	2022
Commerical Paper Note Series 2018	2018	5,400,000	5,400,000	158,400	2023
TOTAL GOVERNMENTAL BONDS AND NOTES OUTSTANDING		\$ <u>103,840,000</u>	\$ <u>84,871,000</u>	\$ <u>7,066,525</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**OUTSTANDING LONG - TERM DEBT
GOVERNMENTAL**



**TOTAL FUTURE DEBT SERVICE REQUIREMENTS
FY 2019-2020 TO FY 2044-45**



Due to several recent borrowings, debt service payments will remain relatively constant through FY 2022. However, at that point, several bank notes and the Series 2017 line of credit will mature thus total debt service payments will begin to decrease over time before leveling off in FY 2035 when the Series 2016 Bonds will be the only outstanding debt issue remaining.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

CAPITAL IMPROVEMENTS PROGRAM

Items with a useful life of one year or more and a unit cost of \$1,000 or more are considered capital improvements. These items are further classified to the following object codes:

- 91 Land
- 92 Buildings
- 93 Improvements Other Than Buildings
- 94 Machinery and Equipment
- 95 Automobiles (Includes heavy equipment and trucks)

The annual budget appropriates funds for personnel as well as other operating and capital expenditures. Personnel and other operating expenditures remain fairly constant from year to year. On the other hand, capital expenditures have a tendency to fluctuate widely from year to year depending on the need for improvements to the City's infrastructure and the replacement of expensive equipment. Without planning ahead, the City could find itself with an emergency need and no money available to fund it.

The Capital Improvement Budget and Program provides the means through which the City of Kissimmee takes a planned and programmed approach to utilizing its financial resources in the most responsive and efficient manner to meet service and facility needs. The capital budgeting process is developed to achieve the following results:

Consolidating and coordinating various requests with the goal of coordinating the individual improvement programs of the departments.

Scheduling the proposals over a five-year or other applicable period whereby the Capital Improvements Program can be achieved.

Anticipating needed projects and relating them with existing and projected fiscal capacity.

IMPACT ON OPERATING BUDGET

In evaluating the City's capital improvement requirements and in determining priorities, consideration is also given to whether certain capital improvements will have a positive or negative impact on the level of funding of future operating budgets. For example, construction of new facilities may require new personnel and other operating expenditures to be funded in the annual budget. On the other hand, some capital outlays such as vehicle replacements or upgrades may reduce operating and maintenance costs funded in the annual budget.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

Generally, large expenditures for replacing major capital equipment and creating new facilities have been funded over the past several years from the Local Option Sales Tax and Local Option Gas Tax funds. Traditionally, General Fund revenue sources are almost entirely used for operation and maintenance costs. The City would have serious problems maintaining present levels of services if those funds were not available for capital items. For example, existing General Fund revenues are not sufficient to pay for new facilities or improvements to existing infrastructure.

Even so, construction of new facilities requiring future operation and maintenance costs have still been limited by the need to first identify a corresponding amount of new revenues that will be available to support them. For instance, the construction of an Aquatic Center from the Local Option Sales Tax Fund required budgeting operation and maintenance accounts for that facility in General Fund. The additional costs of operating the new facility were affordable only because of a special transfer from the Kissimmee Utility Authority, which was substituted for a 25% share of County utility taxes collected in unincorporated areas.

The City of Kissimmee has compiled a separate Capital Budget for the period ending FY 2024. During that process, personnel and projected operating costs are compared to forecasted revenues and capital outlays so that preparation of the Capital Budget is a beneficial planning tool and financing guide. Consequently, the annual Operating Budget is merely a more detailed presentation of the first year of the Capital Budget. Essentially, the Capital Budget, which is linked to the City's targets for action, determines the amount of funding available for personnel and other operating costs.

Major capital projects in the five year Capital Budget include: a City wide security camera program (\$300,500); bike/pedestrian trail improvements (\$200,000) and downtown improvements (\$200,000) in the Development Services Department; the Police Department vehicle replacement program (\$4,104,500); the Fire Department rescue unit and engine replacement program as well as new apparatus (\$3,457,000) and design/construction for a fifth fire station (\$5,000,000); regional trail land acquisition and construction (\$950,000), park development (\$5,000,000), recreation center (\$4,700,000), and sports lighting green technology (\$709,000) in the Parks and Recreation Department; in the Public Works Department projects include roadway improvements (\$1,300,000), traffic signal replacement program (\$1,200,000), garbage truck replacement program (\$2,400,000), master stormwater pond project (\$1,250,000), drainage improvements (\$1,900,000), and various facility improvements (\$1,652,600); computer network enhancements (\$2,503,000) and a new financial software suite (\$500,000) in the Information Technology Department; and at the Airport there will be a number of new projects (totaling \$3,842,200) as the City continues to pursue an aggressive economic development plan.

A detailed list of the approved capital projects and capital outlays for FY 2020 is included in the Schedules Section of this budget.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

BUDGET PROCESS

Preparation

In January 2019, each Division received a budget preparation package, which included a budget reference manual, budget request forms and data on prior year and current year actual expenses. Each manager then compiled budget requests for the new fiscal year including justifications by line item.

The budget requests were given extensive review and revised as necessary by a Budget Review Committee consisting of the City Manager, Deputy City Manager, Assistant City Manager, Finance Director, Human Resources Director, Assistant Finance Director and Budget Analyst. Upon completion of this review and matching with projected available revenues, the budget was compiled by the Finance Department and presented to the City Commission by the City Manager.

Adoption

Procedures and specific timetables for adoption of the budget are mandated by State Statute and must be followed explicitly. The City did follow the State requirements and certified compliance to the State in the specified manner.

The recommended budget was presented to the City Commission on July 8, 2019. Copies of the entire budget were available to the public and press; summaries were offered to all who were interested. On Friday, July 26, 2019, a special meeting also open to the public was conducted to review the budget's content. By the end of that meeting, the City Commission had further input from citizens and various civic organizations and reached a general consensus on changes they desired to be made.

The first of two required public hearings was held September 11, 2019. As required by State Statute, the City Commission adopted a tentative millage rate on ad valorem taxes and a tentative budget. A half-page advertisement summarized the budget and invited the public to the final budget hearing held September 17, 2019. Copies of the resolutions adopting the millage rate and the budget are included within the subsequent pages.

Amendments and Transfers

The process of amending and modifying the budget is outlined in the resolutions adopting the budget. The City Commission approves line item transfers to and from personal services accounts beforehand, but line item transfers from other accounts may be approved by the City Manager and reported monthly. The City Commission must approve transfers involving contingency and reserve allocations or increases in the total budget in advance.

Adjustments recommended by the City Manager during the fiscal year are usually prompted by significant changes in circumstances. These are typically documented and explained as they occur; therefore, the City Commission has little difficulty in favorably considering the necessary budget adjustment. The City Commission has not recently questioned their frequency and necessity.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

BUDGET CALENDAR

Preparing the budget document is a major effort that affects almost every City employee. Much of the City's daily business is impacted by procedures related to securing approvals, documenting transactions and reporting on the results. Presented below are significant dates leading to the completion of the final budget document.

January 4	Budget Reference Manual and forms issued to Departments
January 9	Submit Strategies and Initiatives to Assistant City Manager
January 29-31	Training sessions on Operating Budget preparations
February 15	Capital Program Requests received from Departments
February 27- March 5	Capital Program reviewed by Budget Committee
March 5	Discussion of Proposed Strategies and Initiatives with Commission
April 1	Status Report on Current Year Strategies received from Departments
April 16	Discussion of Capital Program with Commission
April 18	Final Operating Budget Requests received from Departments
April 29 - May 2	Operating Budget Requests reviewed by Budget Committee
May 3	Publication of Final Capital Program Document
July 8	Submit Operating Budget to Commission
July 26	Commission Workshop on Operating Budget
September 11	First Public Hearing on Operating Budget
September 17	Second Public Hearing on Operating Budget
September 27	Publication of Final Operating Budget Document

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

FUNDS NOT BUDGETED

<u>Fund Title</u>	<u>Reason</u>
Occupational License Tax	Agency Fund. Occupational Licenses flow through this fund to the General Fund. This is a requirement of the City's bond covenants with the Farmers Home Administration.
General Employees Pension Trust Fund	The City's expenditures are recorded in various operating funds. This fund accounts for dollars held in trust to pay employee retirement benefits.
Police Officers Pension Trust Fund	The City's expenditures are recorded in the General Fund. This fund accounts for dollars held in trust to pay employee retirement benefits.
Firefighters Pension Trust Fund	The City's expenditures are recorded in the General Fund. This fund accounts for dollars held in trust to pay employee retirement benefits.
Supplementary Care	Nonexpendable trust. After FY 1983/84, only interest earnings on this fund may be transferred to the General Fund to defray Cemetery operating and maintenance expenditures. These funds <u>have not</u> been anticipated as a transfer to the General Fund on the philosophy that they should be allowed to build and generate additional interest earnings.
Payroll	Temporary clearing fund only.
Pooled Investments	Temporary clearing fund only.
Construction Funds	Remaining balances in existing Construction Funds are normally not included in the Annual Budget. Construction costs are usually budgeted at the beginning of the project based on available bond proceeds. Unencumbered balances are then carried forward from one fiscal year to the next by budget adjustments separately approved by the City Commission.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

RESOLUTION NO. 18 -2019

**A RESOLUTION ADOPTING
THE FINAL OPERATING
MILLAGE FOR THE CITY OF
KISSIMMEE, FLORIDA UPON
THE ASSESSMENT ROLL OF
THE YEAR 2019.**

WHEREAS, the City Commission of the City of Kissimmee, Florida, considered a budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, and

WHEREAS, subject budget will require a millage levy sufficient to fund a portion of that budget,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KISSIMMEE, FLORIDA, IN LAWFUL SESSION ASSEMBLED:

SECTION 1. The millage rate of 4.6253 mills is hereby adopted, such millage rate being 6.04% more than the rolled back millage rate of 4.3619 as defined in F.S. 200.065.


SECTION 2. This Resolution shall take effect immediately upon its adoption.

Dated this 17th day of September 2019.

Jose Alvarez
Mayor-Commissioner

ATTEST:





Linda S. Hansell
City Clerk

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

RESOLUTION NO. 19 -2019

**A RESOLUTION ADOPTING THE FINAL BUDGET FOR THE
FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING
SEPTEMBER 30, 2020.**

WHEREAS, the City Commission of the City of Kissimmee, Florida, has, after careful study, arrived at a budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, and

WHEREAS, a public hearing was held to provide the citizens of Kissimmee, Florida, with an opportunity to discuss subject budget beginning at 6:00 p.m. on September 17, 2019

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KISSIMMEE, FLORIDA, IN LAWFUL SESSION ASSEMBLED:

SECTION 1. The budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, shall be \$201,160,656, which is the total of the attached schedule.

SECTION 2. Budget transfers and adjustments. For purposes of this Resolution, budget transfers and adjustments are defined as follows:

Budget Transfer -- A decrease in any expenditure or revenue sub-object with a corresponding increase in another expenditure or revenue sub-object, which does not alter fund total.

Budget Adjustment -- An increase or decrease in any revenue sub-object with a corresponding increase or decrease in any expenditure sub-object, the effect of which is to alter the fund total.

SECTION 3. The following levels of approval are required for Budget Transfers and Adjustments:

Interfund Transfers, included as a part of the budget, shall be automatically made without further action on the part of the City Commission or City Manager.

Budget Transfers

The City Manager can approve transfers of unused personal service funds to Advertising, Recruiting and/or Professional Service accounts. All other intradepartmental transfers for personal services shall be approved only by the City Commission. Intradepartmental transfers from other accounts may be approved by the City Manager and shall be reported to the City Commission on a monthly basis along with the budget report.

Interdepartmental transfers shall be approved only by the City Commission.

Transfers from Reserves shall be approved only by the City Commission.

Budget Adjustments -- Budget Adjustments shall be approved only by the City Commission.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SECTION 4. This Resolution shall in no way be construed to inhibit the City Manager from exercising full power and authority under the Mobilization and Emergency Operations Plan adopted August 24, 1983 and as, from time to time, amended.

SECTION 5. The City Manager shall automatically adjust the total amount of the FY 2019/2020 budget by the amount of encumbrances outstanding at September 30, 2019.

SECTION 6. The City Manager shall automatically adjust the total amount of the FY 2019/2020 budget by the amount of unspent grant funds at September 30, 2019.

SECTION 7. The City Manager may automatically adjust the budget to properly classify charges to the proper account codes.

SECTION 8. The City Manager may automatically adjust the budget to properly account for gifts, grants or donations, such adjustments to be reported to the City Commission along with the Monthly Budget Reports.

SECTION 9. Any unexpended or unencumbered FY 2019/2020 appropriations will automatically lapse at September 30, 2020 and will be carried over to FY 2020/2021 as un-appropriated fund balance.

SECTION 10. Budgetary and accounting expenditure control will be established at the sub-object level as designated by the State of Florida Uniform Accounting System.

SECTION 11. The authorized number of employees set forth in this budget is 783. Full-time employees may not be employed within any department or fund at any one time in excess of the maximum authorization as provided in this budget. Increases in the authorized number of full-time employees shall be approved only by the City Commission. Part-time employees may be employed in any number and combination that does not exceed the amounts budgeted for those employees.

SECTION 12. This Resolution shall take effect immediately upon its adoption.

Dated this 17th day of September 2019.

ATTEST:



Linda S. Hansell
City Clerk



Jose Alvarez
Mayor-Commissioner

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

GLOSSARY

Ad Valorem Taxes - Real estate and personal property taxes. Ad Valorem is defined by Webster's New World Dictionary as "in proportion to the value". The taxes are assessed on a portion of the value of the property. Local governments set the levy.

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

Aggregate Millage Rate - The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10 per \$1,000 worth of assessed taxable value.

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

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

Capital Improvement - Additions, replacements or improvements to facilities with a unit cost in excess of \$1,000 and a useful life of one year or more. Items with a unit cost of less than \$1,000 will be charged to operating expenditures.

Capital Outlay - The cost of acquiring or improving land, buildings, equipment, furnishings etc. with a unit cost in excess of \$1,000 and a useful life of one year or more. (See Capital Improvement.)

Community Redevelopment Agency (CRA) - An agency created to promote development within the community redevelopment area by the use of tax increment financing.

Contingency - Funds that are not earmarked for a specific purpose and may be used for emergency expenses or to make up cost overruns during a budget year.

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

Depreciation - The periodic expiration of an asset's useful life. There are several methods for computing depreciation. Straight line, which is the most common, divides the value of the asset at acquisition by its estimated useful life. This amount is then charged to expense until the asset is written off. Depreciation is a non-cash expense; however, it should be budgeted in proprietary funds to ensure that there is sufficient revenue being collected from rates to cover this expense.

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

Equivalent Residential Unit (ERU) - Represents 2,404 square feet of impervious surface for both residential and commercial properties. Any unit larger than one ERU is factored accordingly.

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

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

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

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

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

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

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

Gas Tax - The portion received by the City of the taxes collected by the State on gasoline sales.

Half-Cent Sales Tax - This is a portion of the State-wide tax on sales transactions. It is collected by the State and distributed to the City for expenditure on any general governmental purpose.

Impact Fees - These are charges based on the expected impact new development will have on current facilities. The City must use these fees to provide new facilities.

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

Initiative - An act intended to improve a situation or process within the organization.

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

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

Kissimmee Utility Authority (KUA) - This entity was created in 1985 and empowered to serve the City and surrounding area with electric services. Its Charter requires that it transfer a portion of its net operating revenues to the City. City garbage customers are billed by KUA along with stormwater utility fees in accordance with contracts for those services.

Mill - 1/1000 of one dollar; used in computing taxes by multiplying the rate times the taxable value divided by 1,000. Example: Millage rate of \$4.63 per thousand, taxable value of \$100,000/1,000=100 x \$4.63 = \$463.00.

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

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

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

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

Performance Indicators - Measures of frequency and volumes that show the amount of activity from one period to the next.

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

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

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

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

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

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

CITY OF KISSIMMEE 2020 ANNUAL BUDGET

Revenue Sharing - Federal and state money allocated to local governments.

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

Sales Tax - This is a one cent tax collected by the State on taxable sales of less than \$5,000 within the County. Collections are allocated to the County and Cities within the County for use on improvements to their infrastructure.

Stormwater Fees - These charges are based upon the square footage of impervious surface for all residential and commercial properties within the City and are used to fund drainage operations.

Strategy - A plan of action or policy designed to achieve a major or overall aim.

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

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

Tax Year - A calendar year. The tax roll for the 2019 calendar year would be used in figuring the 2019/2020 budget year. The tax bills to be mailed by November 1 represent the property taxes due for the 2019 tax year.

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

Tohopekaliga Water Authority (TWA) - This entity was created in 2003 to provide water and sewer services to the City and surrounding area. The Transition Interlocal Agreement between the City, Osceola County and TWA requires TWA to transfer to the City an amount equal to the stream of payments identified as the Kissimmee system transfer amount and the annual transfer amount based upon growth in the system.

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

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

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

GENERAL FUND

The General Fund accounts for all financial resources except those required to be accounted for in another fund. The General Fund is traditionally viewed as the major operating fund of the City and contains the traditional governmental activities such as management and administration, finance, community development, police, fire protection, public works, parks and recreation and personnel.

The following is a summary of General Fund sources of funds by broad categories and uses of funds by department.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
<u>SOURCES</u>				
Taxes	\$ 13,406,599	\$ 14,636,101	\$ 14,782,983	\$ 16,368,417
Licenses	273,482	275,750	272,500	274,000
Intergovernmental Revenue	8,718,209	9,316,449	9,136,204	9,458,147
Charges for Services	7,969,914	7,667,125	7,980,954	7,971,615
Fines & Forfeits	1,965,196	1,878,000	2,630,000	2,303,000
Miscellaneous Revenue	1,282,699	1,012,765	1,406,075	1,154,287
Transfers	34,322,260	34,826,424	35,233,142	36,438,743
From Fund Balance	27,539,344	29,650,957	31,148,968	30,225,225
TOTAL SOURCES	\$ 95,477,703	\$ 99,263,571	\$ 102,590,826	\$ 104,193,434
<u>USES</u>				
City Commission	\$ 872,117	\$ 944,291	\$ 935,056	\$ 912,703
City Manager	4,654,576	5,662,027	5,620,554	4,941,147
City Attorney	852,960	1,059,973	1,044,678	995,074
Finance	8,379,332	9,474,345	9,414,008	10,005,727
Development Services	1,899,190	3,117,911	2,897,193	2,508,275
Police	21,695,776	24,990,810	23,765,740	25,698,675
Fire	13,881,499	15,444,192	14,593,736	15,092,489
Public Works	5,125,939	5,846,331	5,803,172	5,997,694
Parks & Recreation	6,197,419	7,316,639	7,017,003	7,460,223
Human Resources & Risk Management	769,927	1,299,902	1,274,461	1,092,451
Contingency & Reserves	31,148,968	24,107,150	30,225,225	29,488,976
TOTAL USES	\$ 95,477,703	\$ 99,263,571	\$ 102,590,826	\$ 104,193,434

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**GENERAL FUND REVENUE SUMMARY
FY 2019/2020**

<u>DESCRIPTION</u>	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Current Ad Valorem (4.6253 Mills)	\$ 12,617,455	\$ 14,461,101	\$ 14,140,998	\$ 16,184,917
Delinquent Ad Valorem	610,547	-	460,985	-
Gas Franchise	178,597	175,000	181,000	183,500
Occupational Licenses	271,232	275,000	270,000	272,000
Subdivision Regulation Fees	2,250	750	2,500	2,000
State Revenue Sharing	2,735,420	3,000,000	2,800,000	3,000,000
Mobile Home Licenses	23,494	21,000	22,000	23,000
Alcoholic Beverage Licenses	79,755	82,000	76,500	80,000
Half-Cent Sales Tax	5,318,315	5,400,000	5,398,000	5,500,000
Fire Supplemental Compensation	23,979	21,500	26,500	28,000
Municipal Fuel Rebate	86,617	82,000	90,000	92,000
State/Federal Revenues	172,110	15,102	38,357	-
School Board Grant	239,400	540,000	540,000	540,000
County Occupational Licenses	15,829	20,000	10,000	15,000
Local Grants	23,290	134,847	134,847	180,147
Miscellaneous Charges	126,562	108,425	123,375	124,805
Development Review Fees	296,993	200,000	215,000	200,000
Impact Fee Allowance	67,330	50,000	22,000	25,000
Fire Plan Checking Fees	17,133	20,000	1,500	2,000
Charges to Other Funds	171,052	177,029	177,029	198,128
Police Services - Officers	736,290	600,000	990,000	984,530
Police Services - Administrative	38,934	40,000	40,000	40,000
Fire Services - Osceola County	600,000	600,000	600,000	600,000
Cemetery Services	52,400	55,000	57,000	55,000
Lot Mowing	8,173	8,500	6,500	8,500
Transportation Miscellaneous	843,568	788,018	764,800	769,994
Athletic Program Fees	24,474	71,530	52,500	72,295
Recreation Program Fees	168,221	174,110	128,250	136,425
Aquatic Center Fees	192,081	188,117	178,000	180,223
Facility Rentals	275,048	288,091	250,000	251,100
Adult Programs	28,011	36,000	33,000	39,420
Youth Programs	398,374	412,305	392,000	384,195
Ambulance Charges	3,925,270	3,850,000	3,950,000	3,900,000

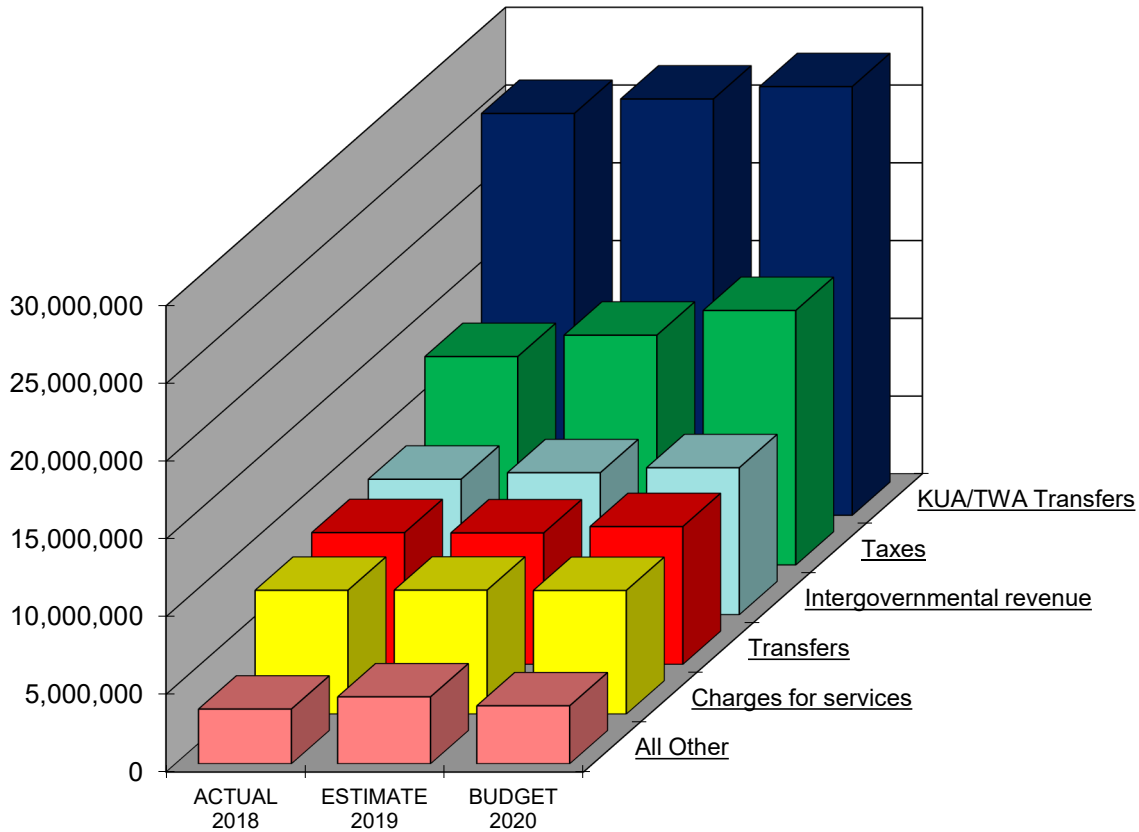
**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

GENERAL FUND REVENUE SUMMARY, CONTINUED

<u>DESCRIPTION</u>	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Court Fines	62,412	63,000	61,000	63,000
Parking Tickets	(93,055)	65,000	69,000	65,000
Code Enforcement Fines	47,377	50,000	450,000	75,000
Alarm Violations	319,925	300,000	300,000	300,000
Redlight Camera Violations	1,628,537	1,400,000	1,750,000	1,800,000
Interest on Investments	351,235	275,000	500,000	400,000
Miscellaneous Interest	33,833	10,000	34,000	30,000
Rents	26,102	25,000	30,600	30,600
Cemetery Lots/Cremation Niches	168,115	166,500	170,000	172,000
Sale of Surplus Property	121,838	100,000	128,240	100,000
Other Miscellaneous Revenue	581,576	436,265	543,235	421,687
Utility Tax Transfers	7,025,148	7,164,000	7,102,000	7,382,000
Charter School Fund	640,400	639,000	639,000	643,000
Stormwater Utility Fund	255,135	268,850	279,450	285,000
Sanitation Fund	248,361	255,697	266,765	272,848
KUA Charter Payment	17,248,273	17,500,000	17,685,000	18,127,000
KUA Parks and Recreation	1,558,641	1,685,000	1,613,000	1,669,000
Toho Water Authority Payment	7,032,437	7,150,000	7,471,000	7,770,000
Other Miscellaneous Funds	313,865	163,877	176,927	289,895
Subtotal of Revenues	67,938,359	69,612,614	71,441,858	73,968,209
From Fund Balance	27,539,344	29,650,957	31,148,968	30,225,225
TOTAL SOURCES	\$ 95,477,703	\$ 99,263,571	\$ 102,590,826	\$ 104,193,434

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

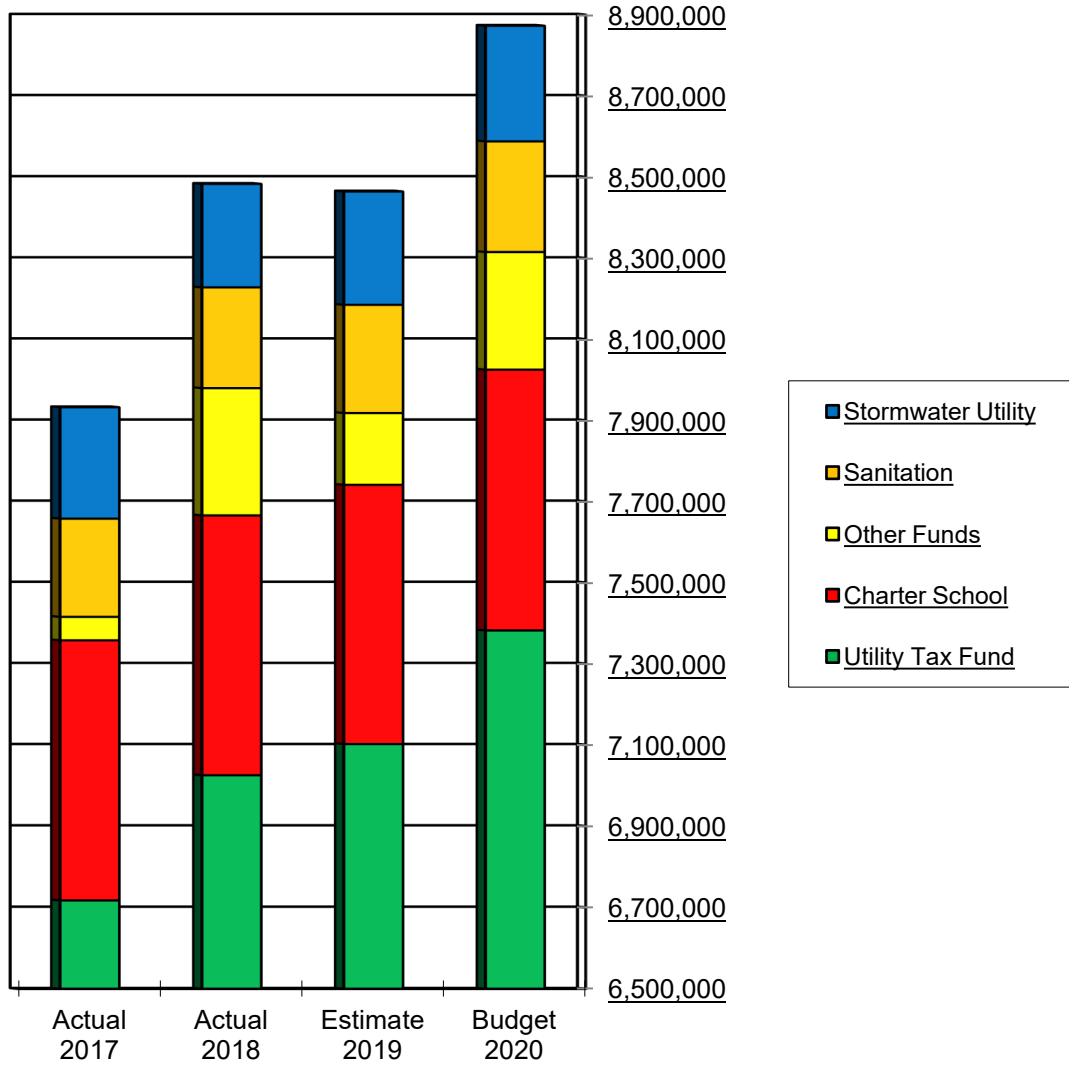
GENERAL FUND REVENUE HISTORY
MAJOR SOURCES FY 2018 TO FY 2020



Over the three year period, most of the City's major sources of revenue are projected to increase due to growth in both the economy and housing market. Ad valorem taxes increased in all three years as property values increased. In FY 2020, the prior year millage rate will be imposed which will result in an increase in property tax revenues due to an increase in property values as well as new construction. Most of other revenue categories are projected to have a modest increase.

CITY OF KISSIMMEE
2020 ANNUAL BUDGET

GENERAL FUND REVENUE
TRANSFERS FROM FY 2017 TO FY 2020



Transfers to the General Fund have been fairly consistent over the last three fiscal years; however, the overall amount budgeted for FY 2020 is expected to increase due to the transfer from the Utility Tax Fund.

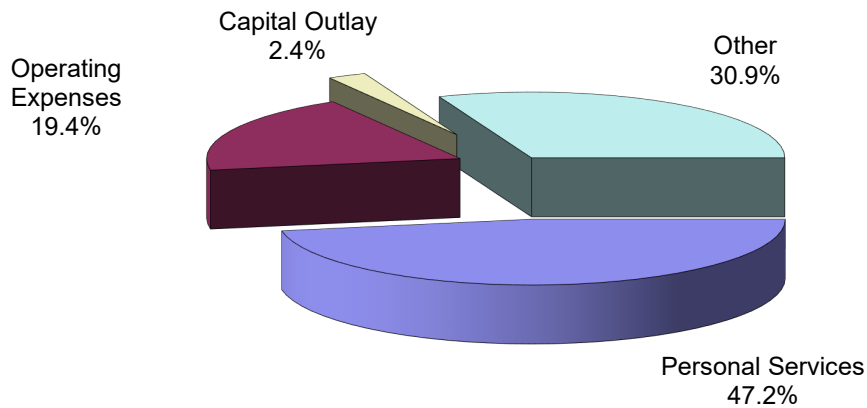
**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: GENERAL FUND

DIVISION(S): ALL

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	42,045,757	47,007,455	44,697,678	49,157,450
OPERATING EXPENSES	16,835,160	21,340,632	20,904,093	20,254,716
CAPITAL OUTLAY	2,994,033	4,460,714	4,438,470	2,545,900
OTHER	33,602,753	26,454,770	32,550,585	32,235,368
TOTAL	95,477,703	99,263,571	102,590,826	104,193,434

2020 ANNUAL BUDGET BY OBJECT



The above chart clearly shows that the personal services category is the largest portion of General Fund's total expenditures and reserves. This is because activities funded by general revenues are primarily service oriented. In addition, most large expenditures for capital equipment and infrastructure needs are being funded from special revenue sources or borrowed monies.

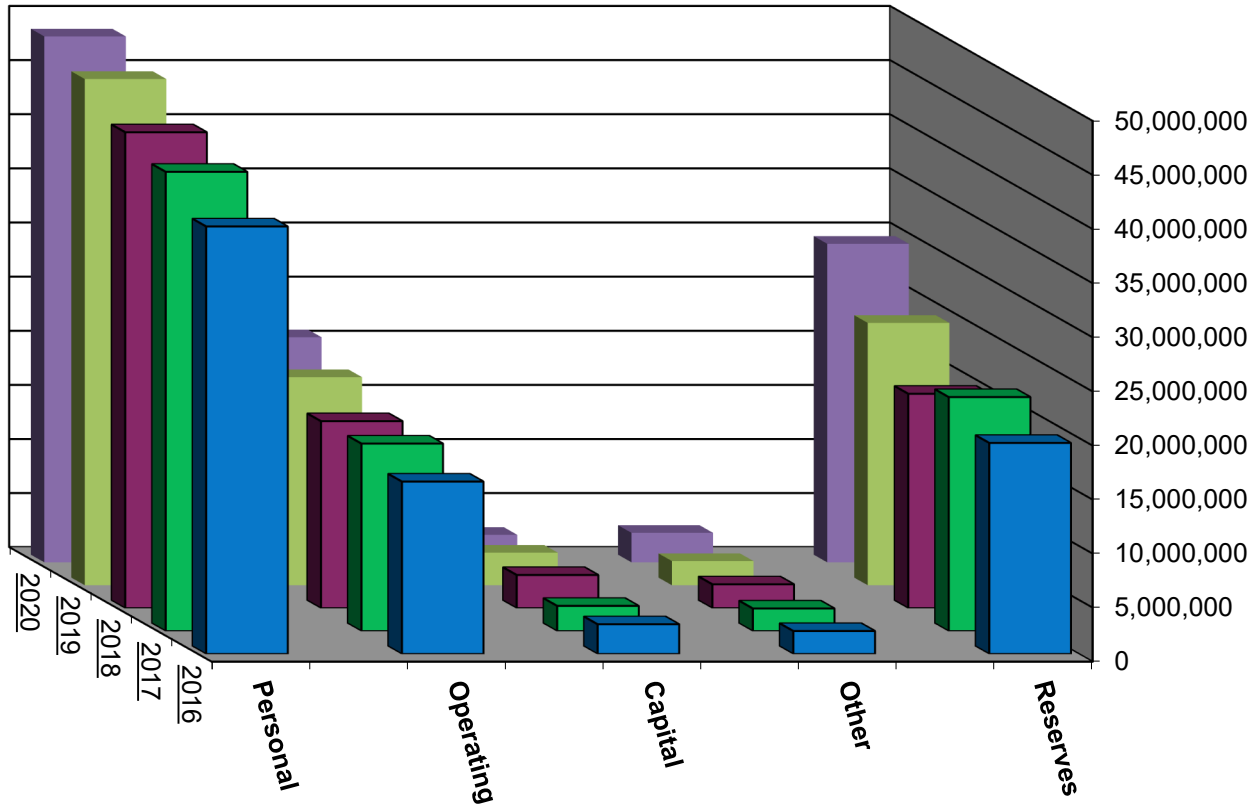
**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**GENERAL FUND DIVISIONS BY OBJECT CODE
FY 2019/2020**

DESCRIPTION	Personal Services FY 2020	Operating FY 2020	Capital FY 2020	Other FY 2020	Budget FY 2020
City Commission	\$ 227,539	\$ 235,891	\$ -	\$ -	\$ 463,430
Social Services	96,273	353,000	-	-	449,273
City Manager	679,664	49,182	134,000	-	862,846
City Clerk	292,543	24,901	11,100	-	328,544
Communications & Public Affairs	341,090	113,707	16,000	-	470,797
Economic Development	208,572	347,148	3,900.00	-	559,620
General Government	-	2,000,000	-	719,340	2,719,340
City Attorney	670,595	225,437	1,500	-	897,532
Municipal Court Clerk	61,402	36,140	-	-	97,542
Finance	1,119,629	161,501	27,000	-	1,308,130
Purchasing	168,231	8,660	-	-	176,891
Transfers	-	6,493,654	-	2,027,052	8,520,706
Planning	1,224,293	860,098	73,300	-	2,157,691
Community Redevelopment	212,823	-	-	-	212,823
Main Street	137,761	-	-	-	137,761
Office of the Police Chief	1,017,926	91,381	8,500	-	1,117,807
Police Support Services	2,227,730	2,034,888	942,300	-	5,204,918
Police Patrol	8,058,926	144,146	16,100	-	8,219,172
Criminal Investigations	4,983,852	183,419	-	-	5,167,271
Police Communications	2,703,657	42,401	84,000	-	2,830,058
Special Operations	2,572,967	569,482	17,000	-	3,159,449
Fire Administration	1,486,942	624,894	37,200	-	2,149,036
Fire Operations	11,147,437	1,370,616	425,400	-	12,943,453
Public Works Administration	445,715	114,663	3,500.00	-	563,878
Engineering	556,168	114,617	17,800	-	688,585
Street Maintenance	1,456,277	952,052	64,600	-	2,472,929
Traffic Engineering	901,404	1,167,898	203,000	-	2,272,302
Parks & Recreation Administration	516,146	159,211	-	-	675,357
Parks	2,179,742	616,943	373,700	-	3,170,385
Aquatic Center	367,792	127,093	28,600	-	523,485
Recreation	1,308,582	384,799	47,000	-	1,740,381
Cemetery	115,553	85,913	-	-	201,466
Events & Venues	771,500	368,749	8,900	-	1,149,149
Human Resources & Risk Management	898,719	149,482	1,500	-	1,049,701
General Employee Organization	-	42,750	-	-	42,750
Totals	\$ 49,157,450	\$ 20,254,716	\$ 2,545,900	\$ 2,746,392	\$ 74,704,458
Operating Contingency					50,000
Unrestricted Reserves					29,438,976
TOTAL USES					\$ 104,193,434

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

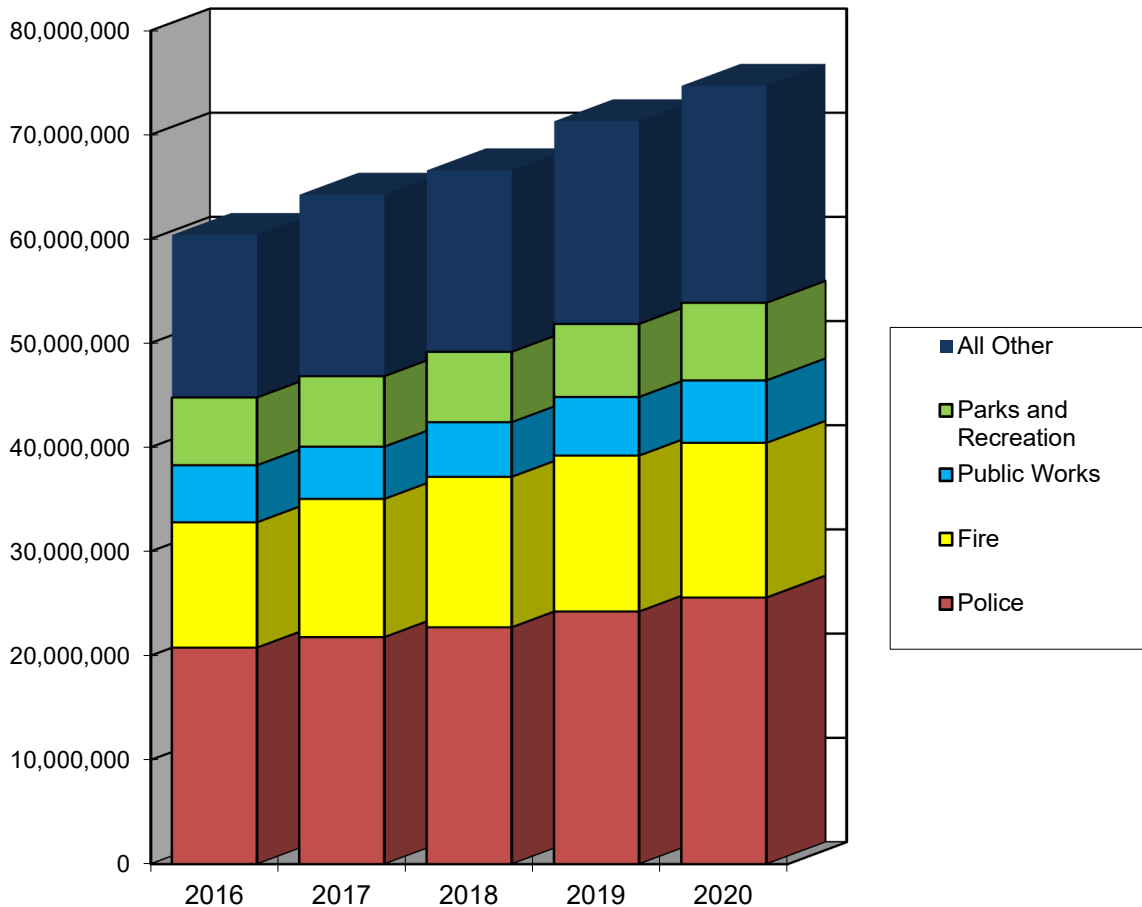
**GENERAL FUND
BUDGET BY OBJECT FY 2016 TO FY 2020**



A comparison of the past five years indicates the relationship between personal services and operating costs has remained fairly consistent. Increases in personal services are due to new positions that have been added predominantly in the last five fiscal years as well as increases in benefit costs, cost of living adjustments and merit increases. Reserves have steadily increased as a result of improvements in the economy and cost saving measures. In FY 2020, reserves are projected to increase due to improvements in various General Fund revenue sources including property tax revenues. These reserves will be necessary during the next five years to fund additional General Fund services while maintaining a 20% reserve balance.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**GENERAL FUND BUDGET
EXPENDITURES BY DEPARTMENT
FY 2016 - FY 2020**



General Fund's total budgeted expenditures have steadily increased since FY 2016. Most of the increase has been in the departments that deliver services directly to the public, specifically Police, Fire, Parks and Recreation and Development Services. Total expenditures for FY 2020 are projected to increase due to salary and benefit increases as well as ten additional full-time personnel and other operating expenditures.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**GENERAL FUND EXPENDITURE SUMMARY BY DIVISION
FY 2019/2020**

<u>DESCRIPTION</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
City Commission	\$ 424,041	\$ 461,210	\$ 451,975	\$ 463,430
Social Services	448,076	483,081	483,081	449,273
City Manager	930,374	864,890	860,866	862,846
City Clerk	220,807	429,123	413,363	328,544
Communications & Public Affairs	477,592	417,346	414,470	470,797
Economic Development	348,736	1,243,115	1,224,302	559,620
General Government	2,677,067	2,707,553	2,707,553	2,719,340
City Attorney	793,903	967,481	978,046	897,532
Municipal Court Clerk	59,057	92,492	66,632	97,542
Finance	1,139,987	1,295,339	1,217,417	1,308,130
Purchasing	125,123	158,765	158,610	176,891
Transfers	7,114,222	8,020,241	8,037,981	8,520,706
Planning	1,622,377	2,799,062	2,586,239	2,157,691
Community Redevelopment	152,271	188,101	179,548	212,823
Main Street	124,542	130,748	131,406	137,761
Office of the Police Chief	655,712	1,118,668	875,503	1,117,807
Support Services	4,549,481	5,539,139	5,337,458	5,204,918
Patrol	8,291,885	7,941,601	8,346,264	8,219,172
Criminal Investigations	6,117,710	4,774,258	4,201,489	5,167,271
Communications	2,080,988	2,590,119	2,314,809	2,830,058
Special Operations	-	3,027,025	2,690,217	3,159,449
Fire Administration	2,044,352	2,337,072	1,938,034	2,149,036
Fire Operations	11,837,147	13,107,120	12,655,702	12,943,453
Public Works Administration	485,191	481,945	475,503	563,878
Engineering	587,944	638,451	643,959	688,585
Street Maintenance	2,044,961	2,177,108	2,168,621	2,472,929
Traffic Engineering	2,007,843	2,548,827	2,515,089	2,272,302
Parks & Recreation Administration	623,361	628,278	645,821	675,357
Parks	2,718,539	3,154,777	3,029,903	3,170,385
Aquatic Center	406,239	516,900	501,684	523,485
Recreation	1,302,065	1,557,781	1,471,363	1,740,381
Cemetery	150,594	294,533	279,332	201,466
Events & Venues	996,621	1,164,370	1,088,900	1,149,149
Human Resources & Risk Management	738,910	1,250,721	1,233,411	1,049,701
General Employee Organization	31,017	49,181	41,050	42,750
Totals	64,328,735	75,156,421	72,365,601	74,704,458
Operating Contingency	-	22,830	22,830	50,000
Unrestricted Reserves	31,148,968	24,084,320	30,202,395	29,438,976
TOTAL USES	\$ 95,477,703	\$ 99,263,571	\$ 102,590,826	\$ 104,193,434

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: CITY COMMISSION

DIVISION(S): CITY COMMISSION,
SOCIAL SERVICES

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	313,539	311,740	315,399	323,812
OPERATING EXPENSES	558,578	632,551	619,657	588,891
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	872,117	944,291	935,056	912,703

DUTIES AND FUNCTIONS

The City Commission, the legislative and policy-making body of the City, is composed of four citizens elected to four-year terms and one citizen elected to serve as Mayor for four years. The Mayor serves as the presiding officer at official meetings and as the ceremonial head of the City. Salaries of the Commission are controlled by the City Charter and are based on population figures.

The responsibilities of the City Commission include enacting ordinances, resolutions and orders necessary for the proper governing of the City's affairs; reviewing and adopting the annual budget; reviewing and acting upon recommendations of various committees and the City Manager; appointing the City Attorney, City Manager, and various board members, and promoting the welfare, health and safety of the citizens of Kissimmee.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

BOARDS AND COMMITTEES

Board of Adjustment	Performs administrative reviews of appeals if there is an alleged problem in the enforcement of the Land Development Codes.
General Employee Pension Board	Serve as administrators and trustees for the City of Kissimmee General Employees Retirement Plan.
Charter School Advisory Board	Oversees the activities of the charter school and serves as a liaison between the school and students' parents.
Fire Pension Board	Serve as administrators and trustees for the Firefighters Retirement Plan.
Historic Preservation Board	Advises the City Commission regarding the preservation of historic structures.
Parks and Recreation Advisory Board	Advises the City Commission regarding City owned parks and recreation facilities.
Planning Advisory Board	Assures that development within the City complies with the City's Comprehensive Plan.
Police Pension Board	Serve as administrators and trustees for the Police Retirement Plan.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY COMMISSION

DIVISION: CITY COMMISSION

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	212,455	215,467	219,126	227,539
OPERATING EXPENSES	211,586	245,743	232,849	235,891
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	424,041	461,210	451,975	463,430

ACCOUNT SUMMARY

SALARIES	141,184	141,302	145,776	150,979
OVERTIME	-	-	-	-
OTHER PAY	7,350	7,675	6,600	6,600
BENEFITS	63,921	66,490	66,750	69,960
PROFESSIONAL SERVICES	146,134	166,000	166,000	175,000
TRAINING & TRAVEL	10,069	22,180	16,700	21,130
UTILITIES	2,206	2,496	1,900	2,160
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	64,230	66,940	67,854	79,180
OTHER OPERATING COSTS	22,403	28,420	18,250	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	7,548	8,264	8,264	7,689
INDIRECT COSTS	(41,004)	(48,557)	(46,119)	(49,268)
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	424,041	461,210	451,975	463,430

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: CITY COMMISSION
DIVISION: CITY COMMISSION**

**ACCOUNT
0001-01-0110-511**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Commissioner	5	0	5	150,979

SALARY SUBTOTAL		150,979
OVERTIME		-
OTHER PAY		6,600
SALARY TOTAL		157,579
BENEFITS		69,960
TOTAL PERSONAL SERVICES	5	0
	5	227,539

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SPECIAL EVENTS

Listed below are historical City services or fee waivers granted to the various social service and other agencies. The City Commission determines the amount budgeted:

	ACTUAL FY 2018	ESTIMATE FY 2019	BUDGET FY 2020
<u>Agency Special Events:</u>			
Bike Bonanza	\$ 1,228	\$ -	\$ 1,250
CAFA Scholarship Awards Ceremony	2,526	2,512	2,500
Cattle Drive	2,500	2,500	2,500
Christian Children's Parade	1,973	1,800	1,800
Cuban Sandwich Festival	-	3,000	3,000
Desfile Puertorriqueño	4,500	3,000	3,000
Dine with the Departed	1,000	1,682	1,700
Freedom Fund Banquet	3,267	2,943	3,000
Keep Kids off the Streets	1,539	2,517	2,500
Kissimmee 5K Race	3,000	3,000	3,000
March for Meal 5K	5,000	3,000	3,000
Martin Luther King, Jr. Banquet	2,335	2,500	2,500
Osceola Anglers	250	-	500
Prayer Vigil	540	-	-
Paralyzed Veterans Association Fishing	500	-	500
Special Olympics Torch Run	1,149	1,395	1,400
STEM Olympiad	-	3,000	3,000
Team Kareem	500	1,420	-
Women's Empowered Expo	3,000	-	-
World AIDS Day	-	1,838	1,800
Youth Fit	-	2,400	2,400
Special Events Contingency	-	266	923
Total Agency Special Events	\$ 34,807	\$ 38,773	\$ 40,273

Agency/City Festivals

Armed Forces Day	\$ 5,000	\$ 5,000	\$ 3,000
Boo on Broadway	4,615	4,000	3,000
Caribbean Fusion	5,000	5,000	3,000
Festival of Lights Parade	4,250	5,000	8,000
Monumental 4th of July	10,252	13,000	15,000
Kissimmee Kowtown	3,500	3,500	3,500
Martin Luther King Parade/Festival	5,500	6,000	6,000
Orlando Japan	4,910	5,000	3,000
Osceola HS Homecoming	4,500	-	2,000
PrideFest	5,500	5,000	3,500
Sunshine Regional Chili Cook-Off	3,500	3,500	2,500
Symphony in the Park/ Night of Music	250	500	500
Veteran's Parade	4,500	-	3,000
Viva Osceola	5,000	5,000	3,000
Total Agency/City Festivals	\$ 66,277	\$ 60,500	\$ 59,000

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SOCIAL SERVICES / QUALITY OF LIFE

Listed below are historical cash payments made to the various social service and quality of life agencies. The City Commission determines the amount budgeted:

	<u>ACTUAL</u> <u>2018</u>	<u>ESTIMATE</u> <u>2019</u>	<u>BUDGET</u> <u>2020</u>
<u>Social Services:</u>			
Community Coordinated Care for Children (4C Foundation)	\$ 8,000	\$ 8,000	\$ -
Children's Home Society of Florida	2,000	2,000	-
The Howard Phillips Center for Children and Families	8,000	5,000	-
HELP NOW of Osceola County	40,000	45,000	-
HOME Project	40,000	40,000	-
Park Place Behavioral Health Care	65,000	65,000	-
Osceola County Council on Aging, Inc.	100,000	100,000	-
Osceola ARC, Inc.	2,500	2,500	-
HOPE Community Center	30,200	55,000	-
New Birth Orlando Assemblies of God	5,000	2,500	-
	<hr/>	<hr/>	<hr/>
Subtotal Social Service Contributions	300,700	325,000	300,000
<u>Quality of Life:</u>			
Osceola County Historical Society	15,000	15,000	-
Osceola Center for the Arts	5,000	5,000	-
Boys and Girls Club of Osceola County	4,000	4,000	-
Osceola County Literacy Program	9,792	19,600	-
Bahia Shriners	2,500	2,500	-
Central Florida Commission on Homelessness	5,000	5,000	-
Undesignated	5,000	7,708	-
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Subtotal Quality of Life Contributions	46,292	58,808	50,000
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Total Contributions	\$ 346,992	\$ 383,808	\$ 350,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION(S): CITY MANAGER, CITY CLERK,
COMMUNICATIONS & PUBLIC AFFAIRS,
ECONOMIC DEVELOPMENT, GENL GOVT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,232,663	1,329,914	1,318,889	1,521,869
OPERATING EXPENSES	2,273,810	3,401,915	3,373,444	2,534,938
CAPITAL OUTLAY	453,276	222,645	220,668	165,000
OTHER	31,843,795	24,814,703	30,892,778	30,208,316
TOTAL	35,803,544	29,769,177	35,805,779	34,430,123

DUTIES AND FUNCTIONS

The City Manager, as chief administrative officer of the City, plans, organizes and directs the activities of all departments. In carrying out these duties, he/she interprets City Commission policies; coordinates departmental efforts; handles citizens' inquiries, complaints, and requests; recommends legislation that appears desirable; represents the City in its relations with the public, the press, and other governmental entities; and executes policies of the City Commission through administrative directives.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
News Releases / Media Advisories	123	150	160
Access Osceola: Programs, Shows, etc.	192	200	220
Facebook Reach	1,891,731	3,751,250	4,500,000
City Clerk Lien Searches	1,709	1,950	1,600
Public Records Requests	231	375	400

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the City Manager Department's major strategies and initiatives adopted for the coming year.

City Manager:

Preserve and enhance the community character and economic viability of the City.

Continue support and oversight of the implementation of top and high priority initiatives identified by the City Commission.

Manage the City's resources in a fiscally sound and prudent manner to protect the public's health, safety and welfare.

Continue to evaluate opportunities to improve services and reduce costs to ensure cost-effective City operations.

Ensure sustainability and quality of life for residents, visitors and businesses in the community.

Continue to address issues related to homelessness and veterans and leverage relationships and funding for affordable housing/workforce housing solutions.

Continue to enhance the building of permanent relationships between the City and members of the community through diversification of community engagement opportunities and community outreach.

Increase awareness of the City's services and functions to residents through the deployment of branding and marketing efforts via print, web, and social media. Provide communications and public affairs support to other departments to help promote services and create engaging public awareness and education campaigns.

Ensure access to the City's official records and legislative documents.

Maintain the integrity of historical documents and archival records. Continue to evaluate technology opportunities to increase availability of records.

Economic Development:

Increase the City's economic development opportunities.

Work with City departments and outside agencies to further development opportunities for Downtown Kissimmee, Vine Street, Kissimmee Gateway Airport, the Medical Arts District, and the Beaumont property. Maintain working relationships with St. Cloud and Osceola County's Economic Development offices.

Enhance economic development resources.

Market and promote the City's target industries. Continue to refine City's Economic Development marketing plan and the creation of collateral materials.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: CITY MANAGER

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	633,980	619,970	623,588	679,664
OPERATING EXPENSES	18,768	46,536	40,301	49,182
CAPITAL OUTLAY	277,626	198,384	196,977	134,000
OTHER	-	-	-	-
TOTAL	930,374	864,890	860,866	862,846

ACCOUNT SUMMARY

SALARIES	458,260	443,319	442,893	490,956
OVERTIME	-	-	-	-
OTHER PAY	17,601	27,063	24,286	26,005
BENEFITS	158,119	149,588	156,409	162,703
PROFESSIONAL SERVICES	83	10,000	10,000	10,000
TRAINING & TRAVEL	7,130	7,403	7,403	11,517
UTILITIES	2,048	3,300	3,300	1,900
AUTO MAINTENANCE	-	200	100	200
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	500	250	500
OTHER SUPPLIES	13,705	31,806	28,811	31,373
OTHER OPERATING COSTS	37,130	47,000	40,000	42,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	27,588	28,175	28,175	29,176
INDIRECT COSTS	(68,916)	(81,848)	(77,738)	(77,484)
CAPITAL OUTLAY	277,626	198,384	196,977	134,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	930,374	864,890	860,866	862,846

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: CITY MANAGER
DIVISION: CITY MANAGER**

**ACCOUNT
0001-10-1010-512**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
City Manager	1	0	1	194,502
Deputy City Manager	1	0	1	158,129
Assistant City Manager	1	0	1	93,367
Administrative Assistant	1	0	1	44,958
Administrative Specialist	1	(1)	0	-
SALARY SUBTOTAL				490,956
OVERTIME				-
OTHER PAY				26,005
SALARY TOTAL				516,961
BENEFITS				162,703
TOTAL PERSONAL SERVICES	5	(1)	4	679,664

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Camera Network Switch	10,000	10,000
Citywide Camera Expansion (6)	24,000	24,000
Citywide Camera Replacement (25)	100,000	100,000

TOTAL	134,000	134,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: CITY CLERK

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	181,632	270,673	254,411	292,543
OPERATING EXPENSES	14,072	144,699	145,429	24,901
CAPITAL OUTLAY	25,103	13,751	13,523	11,100
OTHER	-	-	-	-
TOTAL	220,807	429,123	413,363	328,544

ACCOUNT SUMMARY

SALARIES	117,654	180,251	172,090	195,601
OVERTIME	-	-	-	-
OTHER PAY	2,323	2,812	3,054	3,508
BENEFITS	61,655	87,610	79,267	93,434
PROFESSIONAL SERVICES	8,395	125,396	125,396	19,996
TRAINING & TRAVEL	1,198	6,267	6,267	4,668
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	1,000	1,000	1,500
GAS & OIL	-	-	-	-
OTHER SUPPLIES	17,500	32,927	32,627	27,557
OTHER OPERATING COSTS	3,683	4,931	4,664	4,928
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	(16,704)	(25,822)	(24,525)	(33,748)
CAPITAL OUTLAY	25,103	13,751	13,523	11,100
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	220,807	429,123	413,363	328,544

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: CITY MANAGER
DIVISION: CITY CLERK**

**ACCOUNT
0001-10-1020-512**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
City Clerk	1	0	1	81,197
Records Specialist	2	0	2	66,836
Secretary	0	1	1	47,568

SALARY SUBTOTAL	<u>195,601</u>
OVERTIME	-
OTHER PAY	<u>3,508</u>
SALARY TOTAL	199,109
BENEFITS	<u>93,434</u>
TOTAL PERSONAL SERVICES	<u>292,543</u>

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Laptop Computer	1,600	1,600
Personal Computer (2)	3,000	3,000
Imaging Scanner	6,500	6,500

TOTAL	<u>11,100</u>	<u>11,100</u>
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: COMMUNICATIONS & PUBLIC AFFAIRS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	290,634	306,589	308,309	341,090
OPERATING EXPENSES	36,411	100,247	95,993	113,707
CAPITAL OUTLAY	150,547	10,510	10,168	16,000
OTHER	-	-	-	-
TOTAL	477,592	417,346	414,470	470,797

ACCOUNT SUMMARY

SALARIES	192,673	202,730	205,004	229,546
OVERTIME	6,380	7,000	7,000	7,000
OTHER PAY	2,365	3,524	2,848	2,860
BENEFITS	89,216	93,335	93,457	101,684
PROFESSIONAL SERVICES	3,311	27,000	26,500	25,000
TRAINING & TRAVEL	5,201	4,878	4,583	7,484
UTILITIES	1,469	2,180	2,180	2,448
AUTO MAINTENANCE	815	1,000	1,600	1,000
OTHER MAINTENANCE	210	500	500	1,150
GAS & OIL	557	600	550	600
OTHER SUPPLIES	42,549	63,618	57,374	72,875
OTHER OPERATING COSTS	38,123	44,980	44,980	51,500
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	(55,824)	(44,509)	(42,274)	(48,350)
CAPITAL OUTLAY	150,547	10,510	10,168	16,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	477,592	417,346	414,470	470,797

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: CITY MANAGER
DIVISION: COMMUNICATIONS & PUBLIC AFFAIRS**

**ACCOUNT
0001-10-1040-512**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	

Communications & Public Affairs Officer	1	0	1	63,658
Marketing Coordinator	1	0	1	52,174
Producer	1	0	1	56,076
Lead Producer	1	0	1	57,638

SALARY SUBTOTAL				229,546
OVERTIME				7,000
OTHER PAY				2,860
SALARY TOTAL				239,406
BENEFITS				101,684
TOTAL PERSONAL SERVICES	4	0	4	341,090

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION	
	AMOUNT	THIS DIVISION	
14mm Aerial Lens	1,300	1,300	
Field Monitor	1,400	1,400	
Wireless Microphone Kit	2,500	2,500	
LED Lighting Kit	5,000	5,000	
Performance Workstation	5,800	5,800	

TOTAL				16,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: ECONOMIC DEVELOPMENT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	126,417	132,682	132,581	208,572
OPERATING EXPENSES	222,319	1,110,433	1,091,721	347,148
CAPITAL OUTLAY	-	-	-	3,900
OTHER	-	-	-	-
TOTAL	348,736	1,243,115	1,224,302	559,620

ACCOUNT SUMMARY

SALARIES	93,637	98,410	98,315	149,780
OVERTIME	-	-	-	-
OTHER PAY	150	215	215	300
BENEFITS	32,630	34,057	34,051	58,492
PROFESSIONAL SERVICES	216,595	1,055,756	1,035,756	316,000
TRAINING & TRAVEL	2,980	3,864	4,356	4,184
UTILITIES	574	624	624	1,248
AUTO MAINTENANCE	905	800	800	850
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	355	400	400	500
OTHER SUPPLIES	18,497	32,046	32,046	28,850
OTHER OPERATING COSTS	28,877	32,800	32,800	21,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	(46,464)	(15,857)	(15,061)	(25,484)
CAPITAL OUTLAY	-	-	-	3,900
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	348,736	1,243,115	1,224,302	559,620

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: CITY MANAGER
DIVISION: ECONOMIC DEVELOPMENT**

**ACCOUNT
0001-10-1060-512**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Economic Development Director	1	0	1	108,580
Business Development Coordinator	0	1	1	41,200

SALARY SUBTOTAL	<u>149,780</u>
OVERTIME	-
OTHER PAY	<u>300</u>
SALARY TOTAL	<u>150,080</u>
BENEFITS	<u>58,492</u>
TOTAL PERSONAL SERVICES	<u>208,572</u>

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,500	1,500
Tablet Computer (2)	2,400	2,400

TOTAL	<u><u>3,900</u></u>	<u><u>3,900</u></u>
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: GENERAL GOVERNMENT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	1,982,240	2,000,000	2,000,000	2,000,000
CAPITAL OUTLAY	-	-	-	-
OTHER	31,843,795	24,814,703	30,892,778	30,208,316
TOTAL	33,826,035	26,814,703	32,892,778	32,208,316

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	1,982,240	2,000,000	2,000,000	2,000,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	54,427	68,553	68,553	76,340
TRANSFER TO OTHER FUNDS	640,400	639,000	639,000	643,000
RESERVES	31,148,968	24,107,150	30,185,225	29,488,976
TOTAL	33,826,035	26,814,703	32,892,778	32,208,316

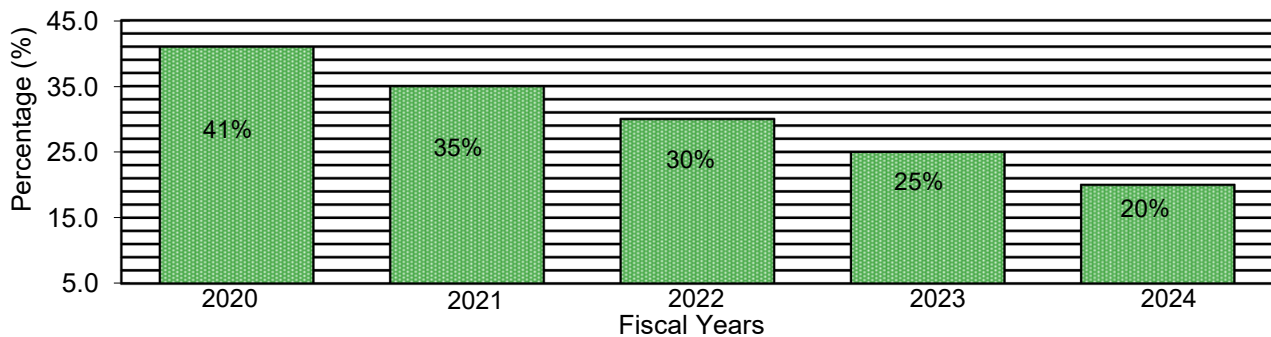
**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

BAD DEBT EXPENSE

Detail of Other Operating Costs	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATED 2019	BUDGET 2020
Bad Debt Expense	\$ 1,982,240	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
TOTAL	\$ 1,982,240	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000

Comparison of Bad Debt Expense to Revenue	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATED 2019	BUDGET 2020
Ambulance Billings	\$ 3,925,270	3,850,000	3,950,000	3,900,000
Less: Bad Debt Expense	(1,982,240)	(2,000,000)	(2,000,000)	(2,000,000)
NET REVENUE	\$ 1,943,030	\$ 1,850,000	\$ 1,950,000	\$ 1,900,000

**PROJECTED GENERAL FUND RESERVES
AS A PERCENTAGE OF BUDGET**



In the past, it was the City's policy to maintain ten percent of the General Fund's annual budget in reserves. However, based upon recommendations from the City's financial auditors, the policy has been revised to reflect a reserve of 20%. In forecasting the revenues and expenditures in the five-year Capital Plan each year, total projected sources and uses are balanced to the degree necessary to adhere to this policy. Shown above are the percentages of reserves as compared to total appropriations. Based upon current revenue and expenditure projections, reserves will be approximately 20% in FY 2024. This approach also enables the City to budget funds for annual operational and personnel expenses that are not likely to be expended but would otherwise be restricted as reserves. This is due to the nature of personnel expenses where all positions must be fully budgeted but typically 4-5% of annual budgeted funds are not spent due to periodic vacancies in the workplace.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: CITY ATTORNEY

DIVISION(S): CITY ATTORNEY,
MUNICIPAL COURT CLERK

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	582,901	630,761	635,721	731,997
OPERATING EXPENSES	267,085	424,512	404,453	261,577
CAPITAL OUTLAY	2,974	4,700	4,504	1,500
OTHER	-	-	-	-
TOTAL	852,960	1,059,973	1,044,678	995,074

DUTIES AND FUNCTIONS

The City Attorney provides legal advice to the City Commission, City Manager, various boards and staff personnel. The City Attorney prepares, reviews and approves all ordinances and resolutions submitted for Commission action and approves all contracts, agreements and documents executed on behalf of the City. Other duties and responsibilities include preparation of deeds, contracts, leases, attendance at all officially constituted meetings of the City Commission and attendance at work sessions. The City Attorney's Office also acts as the City Prosecutor which prosecutes for municipal violations, including red light camera violations.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Number of Ordinances Adopted	24	25	25
Number of Resolutions Adopted	27	30	25

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the City Attorney Department's strategies and initiatives adopted for the coming year.

Practice preventative law on behalf of the City.

Provide legal oversight for all City functions.

Provide timely and efficient handling of legal matters concerning the City in accordance with the law.

Provide legal advice and counseling to the City Commission, City boards, City Manager, and various City departments and attend meetings, conferences, and work sessions.

Represent the City in civil cases initiated by or brought against the City and supervise outside legal representation obtained by the City for specialized legal work.

Prepare ordinances and resolutions for the City Commission's approval.

Draft and review contracts and other legal documents to which the City is a party.

Prepare documents related to the conveyance of real and personal property.

Oversee claim activities of the City's self-insurance programs.

Represent the interests of the City in legislative forums.

Review legislative and administrative materials introduced at the local, state, and federal levels and identify the real impact and/or dollar effect, if any to the City.

Represent the City at local, regional, state, or federal legislative sessions, meetings, hearings, conferences, or administrative meetings to assist the City lobbyist in their efforts to communicate the position of the City to the legislative bodies.

Handle all public inquiries relative to the City's ordinances, policies, and procedures.

Provide information, research, and/or guide the caller or visitor to the proper City department or provide them with the contact information to another local, state, or federal agency.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY ATTORNEY

DIVISION: CITY ATTORNEY

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	531,159	576,436	581,433	670,595
OPERATING EXPENSES	261,257	387,845	393,413	225,437
CAPITAL OUTLAY	1,487	3,200	3,200	1,500
OTHER	-	-	-	-
TOTAL	793,903	967,481	978,046	897,532

ACCOUNT SUMMARY

SALARIES	396,121	422,627	423,596	453,285
OVERTIME	-	-	-	-
OTHER PAY	3,128	10,381	14,400	64,000
BENEFITS	131,910	143,428	143,437	153,310
PROFESSIONAL SERVICES	272,761	416,956	416,956	266,000
TRAINING & TRAVEL	6,857	8,975	5,800	9,250
UTILITIES	2,322	2,436	1,620	1,620
AUTO MAINTENANCE	2,768	3,500	3,500	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	2,351	3,000	3,000	-
OTHER SUPPLIES	35,722	30,660	35,637	30,190
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	14,844	13,564	13,564	13,635
INDIRECT COSTS	(76,368)	(91,246)	(86,664)	(95,258)
CAPITAL OUTLAY	1,487	3,200	3,200	1,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	793,903	967,481	978,046	897,532

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: CITY ATTORNEY
DIVISION: CITY ATTORNEY**

**ACCOUNT
0001-05-0510-514**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
City Attorney	1	0	1	186,500
Deputy City Attorney	1	0	1	145,530
Assistant City Attorney	1	0	1	83,100
Legal Assistant	1	0	1	38,155

SALARY SUBTOTAL	453,285
OVERTIME	-
OTHER PAY	64,000
SALARY TOTAL	517,285
BENEFITS	153,310
TOTAL PERSONAL SERVICES	670,595

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,500	1,500

TOTAL	1,500	1,500
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY ATTORNEY

DIVISION: MUNICIPAL COURT CLERK

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	51,742	54,325	54,288	61,402
OPERATING EXPENSES	5,828	36,667	11,040	36,140
CAPITAL OUTLAY	1,487	1,500	1,304	-
OTHER	-	-	-	-
TOTAL	59,057	92,492	66,632	97,542

ACCOUNT SUMMARY

SALARIES	32,950	34,630	34,595	40,119
OVERTIME	-	-	-	-
OTHER PAY	150	215	215	-
BENEFITS	18,642	19,480	19,478	21,283
PROFESSIONAL SERVICES	3,743	32,407	10,000	32,000
TRAINING & TRAVEL	-	-	-	-
UTILITIES	675	660	540	540
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	1,410	3,600	500	3,600
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	-	-	-	-
CAPITAL OUTLAY	1,487	1,500	1,304	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	59,057	92,492	66,632	97,542

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: CITY ATTORNEY
DIVISION: MUNICIPAL COURT CLERK**

**ACCOUNT
0001-05-0520-514**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Municipal Court Clerk	1	0	1	40,119

SALARY SUBTOTAL	40,119
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	40,119
BENEFITS	21,283
TOTAL PERSONAL SERVICES	61,402

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: FINANCE

DIVISION(S): FINANCE, PURCHASING,
TRANSFERS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,105,396	1,201,022	1,181,184	1,287,860
OPERATING EXPENSES	5,496,601	6,564,844	6,506,972	6,663,815
CAPITAL OUTLAY	18,377	68,412	68,045	27,000
OTHER	1,758,958	1,640,067	1,657,807	2,027,052
TOTAL	8,379,332	9,474,345	9,414,008	10,005,727

DUTIES AND FUNCTIONS

The Finance Department is responsible for all financial records of the City. Activities include purchasing, paying the City's bills, collecting revenue, payroll processing and reporting, administering the debt service, investing funds, maintaining fixed asset records. The Department also prepares the annual financial report and the annual budget.

The Transfers division records interfund transfers and the General Fund's payments for services provided by the Central Services Fund. It also records transfers to the FMHA Bond Fund for debt service. In addition, transfers are recorded for matching funds on various grants.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Investment Return	2.02%	2.68%	2.50%
Payroll Disbursements	18,229	18,597	19,065
Vendor Disbursements	18,944	19,200	19,300
Purchase Orders Issued	2,691	2,960	3,256
Formal Bids Processed	33	30	35

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Finance Department's strategies and initiatives adopted for the coming year.

Address all new professional accounting standards to ensure City's compliance with the latest regulations.

Address the impact of any new Governmental Accounting Standards Board (GASB) pronouncements.

Continue to remain current with regulatory changes (i.e. IRS and FLSA) associated with payroll and other tax/payroll accounting issues.

Work in conjunction with all departments that receive grant funding to maintain compliance with all grant related regulations both at the state and federal levels to ensure funding for future grants.

Provide for more customer friendly oriented services to both internal and external customers of Kissimmee.

Coordinate with the Information Technology Department to assist with the implementation of various software programs that are linked to the City's financial software suite and assist with training as needed.

Business Systems Administrator will continue to provide training throughout the City for all Innoprise application upgrades as needed.

In conjunction with the Information Technology and Personnel Departments, explore the possibility of replacing the City's Enterprise Resource Planning (ERP) suite.

Continue to review budgeting best practices to determine what improvements can be made to the City's annual budget document.

Ensure the financial sustainability of the City over the next five years.

Continue to focus on effectively managing operational expenses while working with the Personnel Department to maintain competitive salaries and benefits.

In conjunction with the City Manager's Office, develop an annual budget that provides for enhanced employee compensation as well as potential funding for continued redevelopment projects.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FINANCE

DIVISION: FINANCE

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	992,216	1,047,617	1,029,004	1,119,629
OPERATING EXPENSES	132,367	179,310	120,368	161,501
CAPITAL OUTLAY	15,404	68,412	68,045	27,000
OTHER	-	-	-	-
TOTAL	1,139,987	1,295,339	1,217,417	1,308,130

ACCOUNT SUMMARY

SALARIES	699,926	738,971	722,323	791,318
OVERTIME	-	500	500	500
OTHER PAY	11,404	12,384	11,742	13,771
BENEFITS	280,886	295,762	294,439	314,040
PROFESSIONAL SERVICES	220,178	274,972	222,800	252,840
TRAINING & TRAVEL	3,509	11,075	8,000	11,773
UTILITIES	1,840	1,940	1,750	1,990
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	500	500	500
GAS & OIL	-	-	-	-
OTHER SUPPLIES	12,956	19,555	16,550	20,485
OTHER OPERATING COSTS	3,336	3,400	2,900	3,600
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	19,260	21,257	21,257	20,752
INDIRECT COSTS	(128,712)	(153,389)	(153,389)	(150,439)
CAPITAL OUTLAY	15,404	68,412	68,045	27,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,139,987	1,295,339	1,217,417	1,308,130

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FINANCE
DIVISION: FINANCE**

**ACCOUNT
0001-20-2010-513**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Director	1	0	1	149,563
Assistant Director	1	0	1	101,032
Accounting Manager	1	0	1	72,694
Accountant I	1	0	1	47,365
Payroll Analyst	1	0	1	66,546
Accounting Technician	1	0	1	40,710
Grant Writer	1	0	1	48,625
Business Systems Administrator	1	0	1	94,240
Budget Analyst	1	0	1	63,965
Accounting Specialist	1	0	1	44,360
Senior Accountant	1	0	1	62,218
SALARY SUBTOTAL				791,318
OVERTIME				500
OTHER PAY				13,771
SALARY TOTAL				805,589
BENEFITS				314,040
TOTAL PERSONAL SERVICES	11	0	11	1,119,629

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Network Color Laser Printer	1,500	1,500
Laptop Computer	1,700	1,700
Network Copier	7,800	7,800
Fixed Asset Scan Gun (4)	16,000	16,000

TOTAL	27,000	27,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FINANCE

DIVISION: PURCHASING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	113,180	153,405	152,180	168,231
OPERATING EXPENSES	8,970	5,360	6,430	8,660
CAPITAL OUTLAY	2,973	-	-	-
OTHER	-	-	-	-
TOTAL	125,123	158,765	158,610	176,891

ACCOUNT SUMMARY

SALARIES	70,135	104,987	103,956	116,511
OVERTIME	45	300	300	300
OTHER PAY	550	930	823	500
BENEFITS	42,450	47,188	47,101	50,920
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	169	1,300	1,300	3,800
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	6,281	1,310	2,630	2,110
OTHER OPERATING COSTS	2,520	2,750	2,500	2,750
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	-	-	-	-
CAPITAL OUTLAY	2,973	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	125,123	158,765	158,610	176,891

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FINANCE
DIVISION: PURCHASING**

**ACCOUNT
0001-20-2020-513**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Procurement Coordinator	1	0	1	57,912
Procurement Manager	1	0	1	58,599

SALARY SUBTOTAL	116,511
OVERTIME	300
OTHER PAY	500
SALARY TOTAL	117,311
BENEFITS	50,920
TOTAL PERSONAL SERVICES	168,231

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FINANCE

DIVISION: TRANSFERS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	5,355,264	6,380,174	6,380,174	6,493,654
CAPITAL OUTLAY	-	-	-	-
OTHER	1,758,958	1,640,067	1,657,807	2,027,052
TOTAL	7,114,222	8,020,241	8,037,981	8,520,706

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	5,355,264	6,380,174	6,380,174	6,493,654
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	1,758,958	1,640,067	1,657,807	2,027,052
RESERVES	-	-	-	-
TOTAL	7,114,222	8,020,241	8,037,981	8,520,706

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

CHARGES BY OTHER FUNDS

Charges made by other funds to General Fund are composed of charges from the Central Services Fund for services. The following shows those charges by fiscal year:

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Warehouse	\$ 535,140	\$ 736,320	\$ 736,320	\$ 651,737
Facilities Maintenance	2,720,784	3,463,457	3,463,457	3,225,366
Information Technology	2,099,340	2,180,397	2,180,397	2,616,551
TOTAL	\$ 5,355,264	\$ 6,380,174	\$ 6,380,174	\$ 6,493,654

TRANSFERS TO OTHER FUNDS

From General Fund, transfers are made to other funds for several purposes. A transfer is made to the FMHA Bond Fund for debt service payments. In addition, transfers are made to various law enforcement grant funds that require the City to provide matching dollars. A transfer is made to the Building Fund each year for administrative services that are provided by Building employees for the benefit of the General Fund. A transfer is also made to the Local Option Gas Tax Fund for the pavement management program. Lastly, transfers are made to the CRA Funds for the tax increment payments.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
FMHA Bonds	\$ 44,535	\$ 44,795	\$ 44,795	\$ 28,950
Justice Assistance Grant	271,088	260,990	235,710	266,136
Building Fund	30,000	40,000	40,000	40,000
Local Option Gas Tax Fund	500,000	221,000	221,000	500,000
CRA Increment:				
Downtown	643,656	793,388	810,697	865,033
Vine Street	69,428	167,783	193,494	326,933
Miscellaneous Funds	200,251	112,111	112,111	-
TOTAL	\$ 1,758,958	\$ 1,640,067	\$ 1,657,807	\$ 2,027,052

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION(S): PLANNING,
COMMUNITY REDEVELOPMENT AGENCY,
MAIN STREET

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,363,752	1,561,061	1,354,876	1,574,877
OPERATING EXPENSES	488,653	1,275,337	1,290,804	860,098
CAPITAL OUTLAY	46,785	281,513	251,513	73,300
OTHER	-	-	-	-
TOTAL	1,899,190	3,117,911	2,897,193	2,508,275

DUTIES AND FUNCTIONS

Principal activities of the Planning and Zoning Division of the Development Services Department include: the development and updating of the Comprehensive Plan which serves as a guide for the physical development of the City; coordinating the City's development review process; enforcement of the land development regulations; transportation concurrency and impact fees; providing staff support to the Planning Advisory Board, Historic Preservation Board, Board of Adjustment and Development Review Committee; preparation of long and short range plans and special reports; and administration of various governmental grant programs, including the Community Development Block Grant, that provide resources to aid the citizens of Kissimmee.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Development Review Committee Cases	186	190	195
Code Enforcement Cases	3,766	3,800	4,000
Walk-in Customers Served	2,182	2,300	2,500

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Development Services Department's strategies and initiatives adopted for the coming year.

Improve and maintain the Development Services customer service experience.

Implement new permitting, Code Enforcement, and development review software.

Add necessary staff to improve effectiveness.

Develop an improved method for customer service feedback.

Continue to implement recommendations from the Department's Process Study.

CRA districts improvement and growth.

Hire a CRA Manager to oversee both the downtown and Vine Street CRAs.

Adopt and apply Form-Based Code to both CRA districts.

Continue to work with Mosaic Development on Phases 1 and 2.

Begin planning and marketing Beaumont site for possible public/private partnership.

Continue work on transportation and growth issues.

Explore and secure funding for Year 3 and beyond for the Downtown Circulator.

Adopt and implement the Form-Based Code.

Expand the Kissimmee and Regional Trail System.

Rewrite sign code chapter of the land development code.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: PLANNING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,086,939	1,242,212	1,043,922	1,224,293
OPERATING EXPENSES	488,653	1,275,337	1,290,804	860,098
CAPITAL OUTLAY	46,785	281,513	251,513	73,300
OTHER	-	-	-	-
TOTAL	1,622,377	2,799,062	2,586,239	2,157,691

ACCOUNT SUMMARY

SALARIES	723,324	852,931	672,749	838,960
OVERTIME	299	500	500	1,000
OTHER PAY	10,935	11,756	8,316	11,653
BENEFITS	352,381	377,025	362,357	372,680
PROFESSIONAL SERVICES	366,215	1,142,879	1,172,741	728,400
TRAINING & TRAVEL	7,934	11,875	8,000	13,065
UTILITIES	4,635	4,720	4,000	6,060
AUTO MAINTENANCE	12,472	9,578	8,500	9,578
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	6,483	6,930	5,000	6,930
OTHER SUPPLIES	30,898	42,793	35,447	35,638
OTHER OPERATING COSTS	28,960	21,500	21,200	21,500
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	31,056	35,062	35,916	38,927
CAPITAL OUTLAY	46,785	281,513	251,513	73,300
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,622,377	2,799,062	2,586,239	2,157,691

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: PLANNING**

**ACCOUNT
0001-25-2510-515**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
* Director	1	0	1	90,401
Planner II	1	0	1	46,124
Administrative Secretary	1	0	1	49,970
Secretary	2	(1)	1	30,779
Senior Planner	3	(2)	1	62,235
Code Enforcement Officer	4	0	4	186,138
Chief Code Enforcement Officer	1	0	1	62,475
** Assistant Director	1	0	1	57,765
Planner I	1	0	1	45,474
Planning Manager	1	1	2	162,574
Planning Technician	0	1	1	38,046
^ Clerk Technician	0	0	0	6,979
* Position split 65/25/10% with the General Fund, Building Fund and CRA Fund				
** Position split 50/50% with the Building Fund				
^ Position split 75/25% with the Building Fund and General Fund; headcount in Building Fund				
SALARY SUBTOTAL				838,960
OVERTIME				1,000
OTHER PAY				11,653
SALARY TOTAL				851,613
BENEFITS				372,680
TOTAL PERSONAL SERVICES				1,224,293

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Tablet Computer (2)	2,800	2,800
Imaging Scanner	3,500	3,500
Personal Computer (4)	7,600	7,600
Copier (2)	9,400	9,400
Bike/Pedestrian Trail Wayfinding/Improvements	50,000	50,000
TOTAL	73,300	73,300

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

**DIVISION: COMMUNITY REDEVELOPMENT
AGENCY**

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	152,271	188,101	179,548	212,823
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	152,271	188,101	179,548	212,823

ACCOUNT SUMMARY

SALARIES	106,711	132,600	132,487	151,394
OVERTIME	-	-	-	-
OTHER PAY	4,379	4,678	3,818	1,283
BENEFITS	41,181	50,823	43,243	60,146
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	152,271	188,101	179,548	212,823

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: COMMUNITY REDEVELOPMENT AGENCY**

**ACCOUNT
0001-25-2550-515**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	

* Director	0	0	0	13,908
CRA Manager	1	0	1	85,864
Administrative Assistant	1	0	1	51,622

* Position split 65/25/10% with the General Fund, Building Fund and CRA Fund, headcount in General Fund

SALARY SUBTOTAL				151,394
OVERTIME				-
OTHER PAY				1,283
SALARY TOTAL				152,677
BENEFITS				60,146
TOTAL PERSONAL SERVICES	2	0	2	212,823

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: MAIN STREET

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	124,542	130,748	131,406	137,761
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	124,542	130,748	131,406	137,761

ACCOUNT SUMMARY

SALARIES	83,360	87,247	87,858	92,411
OVERTIME	-	-	-	-
OTHER PAY	225	430	430	-
BENEFITS	40,957	43,071	43,118	45,350
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	124,542	130,748	131,406	137,761

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: MAIN STREET**

**ACCOUNT
0001-25-2560-515**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Executive Director	1	0	1	55,105
Project Coordinator	1	0	1	37,306

SALARY SUBTOTAL	92,411
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	92,411
BENEFITS	45,350
TOTAL PERSONAL SERVICES	137,761

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: POLICE

DIVISION(S): CHIEF, SUPPORT SERVICES,
PATROL, CRIMINAL INVESTIGATIONS,
COMMUNICATIONS, SPECIALIZED PATROL

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	17,926,103	20,350,500	19,368,314	21,565,058
OPERATING EXPENSES	2,287,388	2,957,572	2,709,578	3,065,717
CAPITAL OUTLAY	1,482,285	1,682,738	1,687,848	1,067,900
OTHER	-	-	-	-
TOTAL	21,695,776	24,990,810	23,765,740	25,698,675

DUTIES AND FUNCTIONS

The Kissimmee Police Department is committed to providing superior law enforcement services to the community. The department's functions are to protect and serve the residents of the community and the general public in the most efficient and effective manner possible. This is accomplished by encouraging citizen involvement in cooperative efforts to prevent criminal activity, detecting criminal activity, arresting and providing support for prosecution of criminals, controlling traffic flow, investigating and analyzing traffic accidents with a view toward eliminating causative factors, and to generally preserve the peace of the community by addressing quality of life issues from a law enforcement perspective.

In addition to the operations reflected in the sections which are funded within the General Fund, the Police Department administers the budgets for the Police 2nd Dollar Assessment Fund, State Law Enforcement Trust Fund, Federal Law Enforcement Trust Fund, and various other grant funds.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Calls for Law Enforcement			
Services	39,917	40,000	41,000
Criminal Arrests	2,160	2,250	2,375
Traffic Citations Issued	6,738	4,500	5,000
Response Time for Priority Calls (Minutes)	9:47	9:15	9:00
Clearance Rate %	17.9	19.5	21.0
Self Initiated Calls	102,183	105,000	120,000

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Police Department's strategies and initiatives adopted for the coming year.

Utilize Intelligence Led Policing strategies through all divisions of the department.

Utilize technology, crime analysis capabilities and a predictive model. Evaluate new and existing technology that will enhance Citywide security plans.

Continue to evaluate the efficiency of organizational structure and adjust staff levels as appropriate.

Partner with other intelligence groups outside the Kissimmee Police Department.

Maintain full staffing with long-term retention as a priority.

Continue to foster a mentoring philosophy within the department. Continue to develop leadership through ongoing training.

Develop a formal plan to increase and ensure a high quality of life is met and maintained.

Continue to provide an active presence within the downtown and lakefront areas. Work with the Development Review Committee to better plan for police presence throughout the City.

Continue to establish contacts and relationships within the community.

Monitor and adjust strategies in those areas that are experiencing the most growth and traffic flow.

Partner with City entities and larger community stakeholders regarding Crime Prevention Through Environmental Design (CPTED).

Educate businesses on the values of CPTED and provide training/security to local faith-based groups on how to deal with violent encounters.

Conduct periodic audits of lighting and vegetation to ensure that parks and trail systems maintain a safe level of security.

Continue to work with multi-family developments to increase participation in the crime-free housing program.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: OFFICE OF THE POLICE CHIEF

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	593,165	945,705	709,491	1,017,926
OPERATING EXPENSES	51,800	161,263	155,512	91,381
CAPITAL OUTLAY	10,747	11,700	10,500	8,500
OTHER	-	-	-	-
TOTAL	655,712	1,118,668	875,503	1,117,807

ACCOUNT SUMMARY

SALARIES	392,336	446,986	440,993	486,865
OVERTIME	90	5,733	5,733	20,060
OTHER PAY	34,609	265,735	58,000	279,591
BENEFITS	166,130	227,251	204,765	231,410
PROFESSIONAL SERVICES	2,700	2,695	2,695	3,200
TRAINING & TRAVEL	10,185	-	804	28,485
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	750	750	750
GAS & OIL	-	-	-	-
OTHER SUPPLIES	37,032	154,298	148,463	55,426
OTHER OPERATING COSTS	1,883	3,520	2,800	3,520
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	10,747	11,700	10,500	8,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	655,712	1,118,668	875,503	1,117,807

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: OFFICE OF THE POLICE CHIEF**

**ACCOUNT
0001-30-3010-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Chief	1	0	1	138,475
Deputy Chief	2	0	2	246,441
Administrative Secretary	1	0	1	44,409
Public Information Officer	1	0	1	57,540

SALARY SUBTOTAL	<u>486,865</u>
OVERTIME	20,060
OTHER PAY	279,591
SALARY TOTAL	<u>786,516</u>
BENEFITS	231,410
TOTAL PERSONAL SERVICES	<u>5 0 5 1,017,926</u>

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Telescoping Pole Camera	3,500	3,500
SWAT Entry Vest (2)	5,000	5,000

TOTAL	8,500	8,500
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: SUPPORT SERVICES

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,670,395	2,190,412	2,128,188	2,227,730
OPERATING EXPENSES	1,457,146	1,768,277	1,622,510	2,034,888
CAPITAL OUTLAY	1,421,940	1,580,450	1,586,760	942,300
OTHER	-	-	-	-
TOTAL	4,549,481	5,539,139	5,337,458	5,204,918

ACCOUNT SUMMARY

SALARIES	1,070,340	1,436,702	1,376,592	1,461,786
OVERTIME	8,745	22,097	21,000	23,202
OTHER PAY	16,843	15,333	27,330	9,075
BENEFITS	574,467	716,280	703,266	733,667
PROFESSIONAL SERVICES	103,625	114,850	100,000	152,725
TRAINING & TRAVEL	4,570	5,654	7,320	21,025
UTILITIES	117,491	133,803	125,000	177,873
AUTO MAINTENANCE	364,669	475,866	375,000	473,970
OTHER MAINTENANCE	6,067	11,655	6,000	15,572
GAS & OIL	318,143	355,560	335,000	355,716
OTHER SUPPLIES	110,927	240,229	237,666	372,675
OTHER OPERATING COSTS	67,240	47,236	53,100	60,336
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	364,414	383,424	383,424	404,996
CAPITAL OUTLAY	1,421,940	1,580,450	1,586,760	942,300
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	4,549,481	5,539,139	5,337,458	5,204,918

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: SUPPORT SERVICES**

**ACCOUNT
0001-30-3020-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Civilian Support Services Director	1	(1)	0	-
Captain	0	1	1	116,403
Lieutenant	1	0	1	107,187
Sergeant	1	0	1	78,354
Corporal	1	0	1	70,652
Police Officer	2	0	2	99,044
Community Services Officer	1	0	1	49,946
Accreditation Specialist (part-time)	1	0	1	24,506
Administrative Services Supervisor	1	0	1	53,747
Clerk Technician II	9	0	9	270,233
Clerk Technician (part-time)	1	0	1	25,057
Purchasing Technician	1	0	1	39,252
Fiscal Specialist	1	0	1	54,060
Training Coordinator	1	0	1	60,486
Background Investigator	1	0	1	60,737
Administrative Secretary	1	0	1	49,970
Crime Scene Technician	3	0	3	147,633
Evidence Technician	2	0	2	64,267
Forensic Unit Supervisor	1	0	1	58,204
Secretary	1	0	1	32,048
SALARY SUBTOTAL				1,461,786
OVERTIME				23,202
OTHER PAY				9,075
SALARY TOTAL				1,494,063
BENEFITS				733,667
TOTAL PERSONAL SERVICES	31	0	31	2,227,730

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Training Dummy	3,200	3,200
Conducted Electronic Weapon (2)	3,500	3,500
Personal Computer (3)	4,500	4,500
Evidence Refrigerator	6,000	6,000
Evidence Freezer	6,000	6,000
Portable Radio (2)	9,000	9,000
Laptop Computer (4)	11,600	11,600
Copier (3)	13,500	13,500
Portable Radio (10)	45,000	45,000
Mobile Digital Computer (38)	192,000	192,000
Vehicle (15)	648,000	648,000
TOTAL	942,300	942,300

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: PATROL

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	8,109,359	7,730,093	8,139,875	8,058,926
OPERATING EXPENSES	166,848	202,708	197,589	144,146
CAPITAL OUTLAY	15,678	8,800	8,800	16,100
OTHER	-	-	-	-
TOTAL	8,291,885	7,941,601	8,346,264	8,219,172

ACCOUNT SUMMARY

SALARIES	4,566,190	4,305,935	4,734,487	4,461,622
OVERTIME	252,034	290,821	280,000	294,178
OTHER PAY	739,284	636,557	672,680	831,640
BENEFITS	2,551,851	2,496,780	2,452,708	2,471,486
PROFESSIONAL SERVICES	650	8,320	8,320	8,320
TRAINING & TRAVEL	7,851	5,791	5,791	5,526
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	229	350	350	350
GAS & OIL	-	-	-	-
OTHER SUPPLIES	158,118	188,247	183,128	129,950
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	15,678	8,800	8,800	16,100
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	8,291,885	7,941,601	8,346,264	8,219,172

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: PATROL**

**ACCOUNT
0001-30-3030-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Captain	1	0	1	110,258
Lieutenant	4	0	4	390,183
Sergeant	6	0	6	508,673
Corporal	8	0	8	530,934
Police Officer	49	2	51	2,568,360
Community Service Officer	5	0	5	194,218
Auxiliary Officer (unpaid)	5	0	5	-
Patrol Support Specialist	1	0	1	33,834
Park Ranger	4	0	4	125,162
SALARY SUBTOTAL				4,461,622
OVERTIME				294,178
OTHER PAY				831,640
SALARY TOTAL				5,587,440
BENEFITS				2,471,486
TOTAL PERSONAL SERVICES	83	2	85	8,058,926

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Canine Run	4,700	4,700
Speed Measuring Device (3)	4,800	4,800
Ballistic Shield (3)	6,600	6,600

TOTAL	16,100	16,100
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: CRIMINAL INVESTIGATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	5,510,698	4,449,502	3,953,725	4,983,852
OPERATING EXPENSES	590,462	247,568	170,576	183,419
CAPITAL OUTLAY	16,550	77,188	77,188	-
OTHER	-	-	-	-
TOTAL	6,117,710	4,774,258	4,201,489	5,167,271

ACCOUNT SUMMARY

SALARIES	3,268,008	2,682,032	2,211,166	3,092,400
OVERTIME	155,287	214,724	180,000	233,565
OTHER PAY	103,791	21,150	100,000	17,700
BENEFITS	1,983,612	1,531,596	1,462,559	1,640,187
PROFESSIONAL SERVICES	404,152	81,377	24,750	26,850
TRAINING & TRAVEL	34,527	45,723	32,956	45,573
UTILITIES	460	3,600	3,600	3,600
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	10,134	4,603	3,500	4,603
GAS & OIL	-	-	-	-
OTHER SUPPLIES	135,384	103,035	99,045	95,858
OTHER OPERATING COSTS	5,805	9,230	6,725	6,935
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	16,550	77,188	77,188	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	6,117,710	4,774,258	4,201,489	5,167,271

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: CRIMINAL INVESTIGATIONS**

**ACCOUNT
0001-30-3040-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Captain	1	0	1	113,426
Lieutenant	1	0	1	107,099
Sergeant	3	0	3	232,934
Corporal	4	0	4	266,326
Police Officer	38	0	38	1,997,513
Community Service Officer	4	0	4	201,594
Crime Analyst	2	0	2	105,862
Secretary	1	0	1	39,254
Clerk/Technician	1	0	1	28,392
SALARY SUBTOTAL				3,092,400
OVERTIME				233,565
OTHER PAY				17,700
SALARY TOTAL				3,343,665
BENEFITS				1,640,187
TOTAL PERSONAL SERVICES	55	0	55	4,983,852

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: COMMUNICATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	2,042,486	2,554,748	2,284,541	2,703,657
OPERATING EXPENSES	21,132	35,371	30,268	42,401
CAPITAL OUTLAY	17,370	-	-	84,000
OTHER	-	-	-	-
TOTAL	2,080,988	2,590,119	2,314,809	2,830,058

ACCOUNT SUMMARY

SALARIES	1,180,203	1,554,971	1,377,051	1,666,261
OVERTIME	106,784	163,769	100,000	151,991
OTHER PAY	40,966	59,110	50,000	52,609
BENEFITS	714,533	776,898	757,490	832,796
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	7,303	11,188	8,188	14,460
UTILITIES	3,087	6,120	6,000	6,616
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	10,742	18,063	16,080	21,325
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	17,370	-	-	84,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,080,988	2,590,119	2,314,809	2,830,058

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: COMMUNICATIONS**

**ACCOUNT
0001-30-3050-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Shift Supervisor	4	0	4	244,340
Telecommunicator	26	0	26	985,493
Telecommunicator (part-time)	2	0	2	79,529
Communications Manager	1	0	1	63,170
Communications Training Coordinator	1	0	1	59,015
Lead Telecommunicator	4	0	4	200,778
Quality Assurance Telecommunicator	0	1	1	33,936

SALARY SUBTOTAL	<u>1,666,261</u>
OVERTIME	151,991
OTHER PAY	<u>52,609</u>
SALARY TOTAL	1,870,861
BENEFITS	832,796
TOTAL PERSONAL SERVICES	<u>2,703,657</u>

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Radio Console	84,000	84,000

TOTAL	84,000	84,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: SPECIAL OPERATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	2,480,040	2,152,494	2,572,967
OPERATING EXPENSES	-	542,385	533,123	569,482
CAPITAL OUTLAY	-	4,600	4,600	17,000
OTHER	-	-	-	-
TOTAL	-	3,027,025	2,690,217	3,159,449

ACCOUNT SUMMARY

SALARIES	-	1,574,096	1,304,453	1,664,635
OVERTIME	-	77,800	55,000	77,800
OTHER PAY	-	17,670	30,000	13,365
BENEFITS	-	810,474	763,041	817,167
PROFESSIONAL SERVICES	-	439,178	434,528	455,178
TRAINING & TRAVEL	-	9,124	8,666	17,234
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	10,075	10,075	11,425
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	84,008	79,854	85,645
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	4,600	4,600	17,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	-	3,027,025	2,690,217	3,159,449

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: SPECIAL OPERATIONS**

**ACCOUNT
0001-30-3060-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Community Service Officer	2	0	2	78,920
Parking Enforcement Specialist	2	0	2	68,366
Police Captain	1	0	1	111,775
Police Corporal	3	0	3	217,137
Police Lieutenant	1	0	1	107,181
Police Officer	12	0	12	642,883
Police Sergeant	4	0	4	323,625
Red Light Camera Specialist	2	0	2	114,748
SALARY SUBTOTAL				1,664,635
OVERTIME				77,800
OTHER PAY				13,365
SALARY TOTAL				1,755,800
BENEFITS				817,167
TOTAL PERSONAL SERVICES	27	0	27	2,572,967

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Variable Message Board	17,000	17,000

TOTAL	17,000	17,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: FIRE

DIVISION(S): ADMINISTRATION,
OPERATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	11,761,429	12,621,467	11,816,949	12,634,379
OPERATING EXPENSES	1,832,569	1,904,759	1,880,185	1,995,510
CAPITAL OUTLAY	287,501	917,966	896,602	462,600
OTHER	-	-	-	-
TOTAL	13,881,499	15,444,192	14,593,736	15,092,489

DUTIES AND FUNCTIONS

The City of Kissimmee Fire Department (KFD) provides fire protection, fire suppression, emergency medical care, hazardous materials response and an assortment of other emergency response and non-emergency activities to the citizens and visitors to the City of Kissimmee. It is KFD's mission to responsibly protect life and property in the community through a highly trained and well equipped emergency response system. KFD strives to prevent injuries as well as loss of life and property through an all-hazards public education program.

KFD responds to more than 13,000 calls for service a year with the majority being requests for Emergency Medical Services (EMS). EMS response saves lives, reduces suffering and speeds recovery from injury and illness by delivering basic and advanced life support pre-hospital care as part of a community based emergency medical system.

The Fire Department budget is funded through the City's General Fund, medical transport revenue, as well as federal and state grants.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Total Alarms	13,322	13,788	14,271
Plan Reviews	889	920	952
Fire Calls	273	283	292
EMS Calls	10,562	10,932	11,314
Other Calls	2,387	2,471	2,557

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Fire Department's strategies and initiatives adopted for the coming year.

Enhance the safety, health, and wellness of department personnel.

Complete the annual incumbent firefighter physical assessment program following NFPA 1582 Standards on Comprehensive Occupational Medical Programs for fire departments.

Continue to explore the feasibility of implementing a wellness-fitness program in accordance with the IAFF/IAFC Wellness-Fitness Initiative (WFI).

Continue to embrace the firefighter cancer prevention initiative.

Work with the facilities maintenance division of the Public Works Department to develop a comprehensive City-wide 10-year capital improvement plan (CIP) for all Fire Department facilities.

Identify future remodel/repair needs for each of the fire stations. Seek alternatives for relocating the Fire Department Administration and Fire Logistics division to accommodate growth of the workforce at City Hall and Station 11.

Improve emergency response operations while maintaining the City's ISO Class 1 status through a highly skilled workforce that is continuously training for high risk/low frequency events.

Determine the best location for future resources to maintain ISO Class 1 requirements and reduce the workload on existing resources.

Begin the process of obtaining fire service accreditation through the Commission on Fire Accreditation International (CFAI).

Increase organizational effectiveness, accountability and communications while maintaining fiscal responsibility.

Continue to ensure effective communication and fiscal accountability is being maintained throughout all levels and functions of the department.

Improve patient care by instituting a comprehensive quality assurance/quality improvement process to recognize opportunities for enhanced training of paramedics.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FIRE

DIVISION: ADMINISTRATION

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,369,765	1,588,686	1,214,930	1,486,942
OPERATING EXPENSES	576,917	597,656	587,663	624,894
CAPITAL OUTLAY	97,670	150,730	135,441	37,200
OTHER	-	-	-	-
TOTAL	2,044,352	2,337,072	1,938,034	2,149,036

ACCOUNT SUMMARY

SALARIES	856,611	1,004,388	730,573	940,658
OVERTIME	14,367	10,690	8,599	7,661
OTHER PAY	31,778	45,168	36,352	42,632
BENEFITS	467,009	528,440	439,406	495,991
PROFESSIONAL SERVICES	242,202	232,070	231,980	230,185
TRAINING & TRAVEL	6,334	15,786	15,786	28,590
UTILITIES	33,202	38,667	35,000	35,004
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	1,701	1,000	750	1,000
GAS & OIL	-	-	-	-
OTHER SUPPLIES	79,052	74,616	68,630	87,837
OTHER OPERATING COSTS	58	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	214,368	235,517	235,517	242,278
CAPITAL OUTLAY	97,670	150,730	135,441	37,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,044,352	2,337,072	1,938,034	2,149,036

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FIRE
DIVISION: ADMINISTRATION**

**ACCOUNT
0001-35-3510-522**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Chief	1	0	1	136,897
Deputy Chief	2	0	2	228,932
Office Manager	1	0	1	61,091
Logistics Manager	1	0	1	67,587
Logistics Coordinator	1	0	1	38,651
Health & Safety Chief	1	0	1	111,174
Emergency Medical Services Lieutenant	1	0	1	86,280
Fire Lieutenant	1	0	1	58,091
Logistics Technician (part-time)	1	1	2	36,794
Secretary	1	0	1	37,009
Fire Administrative Technician	1	0	1	38,860
Training Coordinator	0	1	1	39,292
SALARY SUBTOTAL				940,658
OVERTIME				7,661
OTHER PAY				42,632
SALARY TOTAL				990,951
BENEFITS				495,991
TOTAL PERSONAL SERVICES	12	2	14	1,486,942

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Laptop Computer (2)	3,400	3,400
Personal Computer (5)	7,800	7,800
Tablet Computer (8)	9,200	9,200
Portable Radio (4)	16,800	16,800

TOTAL	37,200	37,200
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FIRE

DIVISION: OPERATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	10,391,664	11,032,781	10,602,019	11,147,437
OPERATING EXPENSES	1,255,652	1,307,103	1,292,522	1,370,616
CAPITAL OUTLAY	189,831	767,236	761,161	425,400
OTHER	-	-	-	-
TOTAL	11,837,147	13,107,120	12,655,702	12,943,453

ACCOUNT SUMMARY

SALARIES	5,114,776	5,700,416	5,350,000	5,499,201
OVERTIME	832,004	865,424	865,424	940,527
OTHER PAY	623,373	695,067	673,782	906,486
BENEFITS	3,821,511	3,771,874	3,712,813	3,801,223
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	131,893	116,387	104,442	116,318
UTILITIES	-	-	-	-
AUTO MAINTENANCE	245,655	257,245	255,000	284,350
OTHER MAINTENANCE	74,634	68,597	66,000	67,958
GAS & OIL	112,446	108,000	107,880	110,000
OTHER SUPPLIES	691,024	756,874	759,200	791,990
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	189,831	767,236	761,161	425,400
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	11,837,147	13,107,120	12,655,702	12,943,453

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FIRE
DIVISION: OPERATIONS**

**ACCOUNT
0001-35-3520-522**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Battalion Chief	3	0	3	297,229
Lieutenant	18	0	18	1,414,332
Engineer	15	0	15	867,975
Firefighter	63	0	63	2,919,665
SALARY SUBTOTAL				5,499,201
OVERTIME				940,527
OTHER PAY				906,486
SALARY TOTAL				7,346,214
BENEFITS				3,801,223
TOTAL PERSONAL SERVICES	99	0	99	11,147,437

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SLS TAX	THIS DIVISION
Portable Radio Multi-Unit Charger	1,100		1,100
Rapid Intervention Team Pack	2,000		2,000
Hydraulic Forcible Entry Tool	2,100		2,100
Piston Intake Valve	2,300		2,300
6 x 10 Cargo Trailer	2,700		2,700
Portable LED Scene Lighting (2)	2,800		2,800
SCBA Escape Pack (2)	3,400		3,400
Window Ventilation Simulator	3,400		3,400
Chain Vent and Rotary Saw	3,600		3,600
Radiological and Thermal Equipment	4,900		4,900
Confined Space Air Cart	5,000		5,000
Commercial Washer/Extractor	6,000		6,000
Personal (5)/Tablet Computer Equipment	6,600		6,600
Commercial Treadmill (2)	8,000		8,000
Fire Hose and Appliance	8,000		8,000
Hydraulic Extrication Rescue Tool System	9,500		9,500
Portable Asset Decontamination System	12,600		12,600
Traffic Control Pre-Emption/Opticom Emitter	13,000		13,000
Digital Extinguisher Training Panel	13,300		13,300
Powerload Hydraulic Stretcher (2)	33,000		33,000
Digital Fire Training Panel	37,500		37,500
Vehicle-Mounted Diesel Filter System (5)	45,000		45,000
Powerload Cot Fastening System (2)	45,200		45,200
Portable (6)/Mobile (2) Radio Equipment	55,600		55,600
Self Contained Breathing Apparatus (28)	98,800		98,800
Rescue	185,000	185,000	
Engine	594,000	594,000	
TOTAL	1,204,400	779,000	425,400

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION(S): ADMINISTRATION,
ENGINEERING, STREET MAINT
TRAFFIC ENGINEERING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	2,642,534	2,939,171	2,887,741	3,359,564
OPERATING EXPENSES	2,173,946	2,314,217	2,299,652	2,349,230
CAPITAL OUTLAY	309,459	592,943	615,779	288,900
OTHER	-	-	-	-
TOTAL	5,125,939	5,846,331	5,803,172	5,997,694

DUTIES AND FUNCTIONS

The Public Works Department is responsible for the design, construction, and maintenance of the streets and drainage systems. The Engineering division prepares specifications and designs for municipal projects, reviews municipal projects engineered by others, conducts reviews of all site and subdivision developments and implements stormwater compliance. The Street Maintenance division is responsible for street repairs, guard rails, tree maintenance, mowing of City right-of-ways, State contracted areas, and special projects. Traffic Engineering constructs and maintains traffic signals within the City and portions of unincorporated Osceola County as well as maintains street markings and signage and conducts maintenance of traffic and traffic counts. In addition, the Public Works Department manages the Stormwater Utility and Sanitation operations as well as transportation related projects funded through the Paving Assessment, Local Option Gas Tax, and Mobility Fee Funds. Some capital items are funded by the Local Option Sales Tax Fund.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Miles of Paved Streets	157	160	161
Miles of Unpaved Streets	1.2	1.2	1.2
Traffic Signal Maintenance*	204	214	220
Beacon Maintenance*	98	98	98
Traffic Activated Sign*	17	17	17
Pavement Markings (miles)	14	17	17
Grants Received	2	1	2
Right-of-Way Permits Issued	360	414	477
Development Review Committee Plans Reviewed	128	110	110

* County-wide

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Public Works Department's strategies and initiatives adopted for the coming year.

Improve the process of identifying and prioritizing projects listed in the Department's 5-year Capital Improvement Plan (CIP) and seek necessary funding.

Continue collaboration with Osceola County Transportation and Regional Transportation Authority (MetroPlan Orlando) to complete local signal system monitoring at partially completed Traffic Monitoring Center (TMC) facility.

Perform routine maintenance of the Downtown Community Redevelopment Agency section of the City.

Evaluate the process for estimating both the design and construction costs for future City projects and identify areas of improvement in the process.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: ADMINISTRATION

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	352,600	374,333	369,284	445,715
OPERATING EXPENSES	103,844	107,612	106,219	114,663
CAPITAL OUTLAY	28,747	-	-	3,500
OTHER	-	-	-	-
TOTAL	485,191	481,945	475,503	563,878

ACCOUNT SUMMARY

SALARIES	254,442	270,929	266,834	318,499
OVERTIME	94	500	550	500
OTHER PAY	5,190	5,445	4,800	6,000
BENEFITS	92,874	97,459	97,100	120,716
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	2,191	2,720	2,740	7,946
UTILITIES	1,513	1,988	2,120	1,488
AUTO MAINTENANCE	3,028	2,650	2,000	2,650
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	1,497	2,000	1,200	2,000
OTHER SUPPLIES	5,903	4,783	4,688	5,797
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	89,712	93,471	93,471	94,782
CAPITAL OUTLAY	28,747	-	-	3,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	485,191	481,945	475,503	563,878

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ADMINISTRATION**

**ACCOUNT
0001-45-4510-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Director	1	0	1	131,822
Assistant Director/City Engineer	1	0	1	111,998
* Assistant Director	0	0	0	9,304
Administrative Secretary	1	0	1	36,067
Secretary	0	1	1	29,308
* Position split 40/40/10/10% with Stormwater/ Sanitation/General Fund/Gas Tax; headcount in Sanitation Fund				
SALARY SUBTOTAL				318,499
OVERTIME				500
OTHER PAY				6,000
SALARY TOTAL				324,999
BENEFITS				120,716
TOTAL PERSONAL SERVICES	3	1	4	445,715

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,500	1,500
Tablet Computer (2)	2,000	2,000

TOTAL	3,500	3,500
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: ENGINEERING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	412,150	442,693	447,914	556,168
OPERATING EXPENSES	105,170	120,312	120,599	114,617
CAPITAL OUTLAY	70,624	75,446	75,446	17,800
OTHER	-	-	-	-
TOTAL	587,944	638,451	643,959	688,585

ACCOUNT SUMMARY

SALARIES	276,058	303,348	301,379	383,636
OVERTIME	6,914	3,000	10,200	6,600
OTHER PAY	4,016	6,620	6,239	5,692
BENEFITS	125,162	129,725	130,096	160,240
PROFESSIONAL SERVICES	80,037	85,046	85,046	79,000
TRAINING & TRAVEL	1,901	4,400	4,400	3,950
UTILITIES	2,869	3,528	3,330	3,328
AUTO MAINTENANCE	5,564	8,613	8,600	7,713
OTHER MAINTENANCE	-	150	150	150
GAS & OIL	8,845	9,000	8,700	8,700
OTHER SUPPLIES	5,954	9,575	8,640	11,776
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	1,733	-
CAPITAL OUTLAY	70,624	75,446	75,446	17,800
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	587,944	638,451	643,959	688,585

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ENGINEERING**

**ACCOUNT
0001-45-4520-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	

Construction Manager	1	0	1	99,897
Construction Coordinator	1	0	1	73,797
Construction Inspector	2	0	2	88,006
Project Manager	1	0	1	66,457
* Senior Project Manager	1	0	1	55,479

* Position split 75/25% with General Fund/
Gas Tax

SALARY SUBTOTAL				383,636
OVERTIME				6,600
OTHER PAY				5,692
SALARY TOTAL				395,928
BENEFITS				160,240
TOTAL PERSONAL SERVICES	6	0	6	556,168

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION	
	AMOUNT	SLS TAX	THIS DIVISION
Performance Workstation	1,800		1,800
Full Size Plotter	16,000		16,000
Neighborhood Improvement Program	50,000	50,000	

TOTAL	67,800	50,000	17,800
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: STREET MAINTENANCE

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,102,424	1,224,321	1,206,464	1,456,277
OPERATING EXPENSES	884,558	925,054	910,233	952,052
CAPITAL OUTLAY	57,979	27,733	51,924	64,600
OTHER	-	-	-	-
TOTAL	2,044,961	2,177,108	2,168,621	2,472,929

ACCOUNT SUMMARY

SALARIES	639,067	739,912	723,909	880,520
OVERTIME	4,152	5,000	7,500	8,700
OTHER PAY	10,420	14,495	11,410	10,168
BENEFITS	448,785	464,914	463,645	556,889
PROFESSIONAL SERVICES	12,600	13,000	12,600	15,000
TRAINING & TRAVEL	3,195	4,048	3,800	3,636
UTILITIES	648,953	677,532	671,283	695,452
AUTO MAINTENANCE	112,114	101,137	114,000	121,500
OTHER MAINTENANCE	3,149	6,748	6,700	3,300
GAS & OIL	32,956	30,000	34,000	36,000
OTHER SUPPLIES	71,461	92,489	67,750	75,064
OTHER OPERATING COSTS	130	100	100	2,100
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	57,979	27,733	51,924	64,600
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,044,961	2,177,108	2,168,621	2,472,929

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: STREET MAINTENANCE**

**ACCOUNT
0001-45-4530-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
* Superintendent	0	0	0	44,867
Assistant Superintendent	0	0	0	36,289
Foreman	1	0	1	44,178
** Lead Foreman	1	0	1	31,011
Heavy Equipment Operator	2	0	2	82,097
Equipment Operator II	6	0	6	205,323
Equipment Operator I	3	1	4	130,279
Secretary	1	0	1	33,327
Utility Worker	5	2	7	195,454
Herbicide Specialist	1	0	1	37,853
Utility Worker (part-time)	2	0	2	39,842
* Position split 50/50% with Stormwater/ General Fund; headcount in Stormwater				
** Position is split 50/50% with Gas Tax				
SALARY SUBTOTAL				880,520
OVERTIME				8,700
OTHER PAY				10,168
SALARY TOTAL				899,388
BENEFITS				556,889
TOTAL PERSONAL SERVICES	22	3	25	1,456,277

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer (3)	3,900	3,900
Electric Utility Vehicle	14,200	14,200
Enclosed Trailer	20,000	20,000
3/4 Ton Pick-up Truck	26,500	26,500

TOTAL	64,600	64,600
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: TRAFFIC ENGINEERING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	775,360	897,824	864,079	901,404
OPERATING EXPENSES	1,080,374	1,161,239	1,162,601	1,167,898
CAPITAL OUTLAY	152,109	489,764	488,409	203,000
OTHER	-	-	-	-
TOTAL	2,007,843	2,548,827	2,515,089	2,272,302

ACCOUNT SUMMARY

SALARIES	462,730	547,215	518,499	548,939
OVERTIME	12,607	13,900	13,600	13,900
OTHER PAY	19,209	20,940	20,342	16,030
BENEFITS	280,814	315,769	311,638	322,535
PROFESSIONAL SERVICES	903,857	950,760	950,604	951,612
TRAINING & TRAVEL	3,860	2,247	2,105	6,284
UTILITIES	34,880	41,827	39,207	41,520
AUTO MAINTENANCE	37,647	33,226	36,350	32,659
OTHER MAINTENANCE	8,110	39,200	45,950	44,700
GAS & OIL	15,692	16,380	14,322	15,178
OTHER SUPPLIES	73,021	72,919	69,383	71,265
OTHER OPERATING COSTS	3,307	4,680	4,680	4,680
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	152,109	489,764	488,409	203,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,007,843	2,548,827	2,515,089	2,272,302

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: TRAFFIC ENGINEERING**

**ACCOUNT
0001-45-4540-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Superintendent	1	0	1	85,460
Traffic Technician	6	0	6	244,637
Traffic Division Supervisor	1	0	1	70,933
Utility Worker	2	0	2	59,614
Secretary	1	0	1	43,174
Senior Sign and Striping Technician	1	0	1	45,121
SALARY SUBTOTAL				548,939
OVERTIME				13,900
OTHER PAY				16,030
SALARY TOTAL				578,869
BENEFITS				322,535
TOTAL PERSONAL SERVICES	12	0	12	901,404

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SLS TAX	THIS DIVISION
Personal Computer (2)	3,000		3,000
Generator	3,700		3,700
Signal Uninterrupted Power Supply	4,500		4,500
Traffic Counter (2)	6,000		6,000
Controller with Communications (2)	7,000		7,000
Thermoplastic Applicator	10,000		10,000
Cabinet/Controller 8 Phase	10,400		10,400
Video Imaging Vehicle Detection System	17,900		17,900
Data Line Connection	20,000		20,000
1 1/2 Ton Pick-up Truck with Flat Bed	55,500		55,500
Station 12 Traffic Light	65,000		65,000
Traffic Signal: Oak/Central	400,000	400,000	
TOTAL	603,000	400,000	203,000

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION(S): ADMINISTRATION, PARKS
AQUATIC CENTER, RECREATION,
CEMETERY, EVENTS & VENUES

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	4,374,159	4,920,753	4,687,048	5,259,315
OPERATING EXPENSES	1,434,355	1,710,589	1,640,944	1,742,708
CAPITAL OUTLAY	388,905	685,297	689,011	458,200
OTHER	-	-	-	-
TOTAL	6,197,419	7,316,639	7,017,003	7,460,223

DUTIES AND FUNCTIONS

The Administration division provides support services and management oversight for internal services such as human resources, financial, procurement, contract administration and construction services. The Parks division is responsible for management and maintenance of all public parks, grounds, athletic fields, and courts throughout the City. This division also provides support for public events and special projects. The Recreation division creates, conducts and is responsible for all recreational programs, aquatic classes and athletic programs. The Events & Venues division is responsible for public venues, reservations, grant administration and event oversight logistics. The Parks & Recreation Department is typically funded by the General Fund, Local Option Sales Tax Fund and the Recreation Impact Fund. This department also operates the aquatic center and is responsible for the maintenance of the City cemetery.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Parks and Public Lands Acreage	836	836	836
Recreation Program Participants	18,250	18,250	18,300
Athletic Program Participants	5,000	4,500	4,500
Aquatic Program Participants	5,500	5,500	5,500
Special Event Participants	100,000	101,500	102,000
Civic Center Rec Participants	315	280	285
Community House Rentals:			
Private Events/COK Use/Waivers	70/15/18	50/15/15	50/15/15
Civic Center/Gov Use/Waivers	66/36/5	60/33/5	60/30/5
Arena Rentals/COK Use/Waivers	60/5/15	52/5/18	55/5/10
Park Rentals/COK Use/Waivers	42/40/4	40/20/4	45/25/4
Pavilion Rentals	1,250	1,350	1,400
Structural Units Maintained	145	147	148

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Parks and Recreation Department's strategies and initiatives adopted for the coming year.

Working with the Public Works Department, develop a comprehensive capital improvement strategy for Parks and Recreation buildings/structures.

Create a data base with historical data, photo documentation of current facilities/properties with address, detailed amenities and maintenance history.

Address and program for Lakefront Park Phase IV scheduled to open in the Fall of 2019, Lancaster Ranch, and Shingle Creek Park.

Address and identify funding opportunities for park projects.

Maximize opportunities to expand leisure offerings in Lakefront Park and Downtown.

Assist in finalizing the future direction and expectations for the Kissimmee Civic Center.

Review options for the renovation or relocation of the Parks Operation Center.

Add programs for all-inclusive markets through Special Needs Adaptive Programs.

Maintain and elevate organizational and operational fiscal accountability, efficiency and citizen response time.

Match resources with appropriate skillset and training of staff in the delivery of programs and services provided.

Continue to monitor Parks and Recreation models/trends at local, state, and federal operations to compare and update for efficiency.

To obtain positive and frequent press and outreach with partners interested in enhancing the City and its offerings.

Ensure timely, accurate and appropriate messaging and communications on all events, programs, and happenings within Parks and Recreation.

Seek out positive stories that feature customers using and benefitting from the many services offered by the City's Parks and Recreation Department.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: ADMINISTRATION

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	439,548	461,959	482,740	516,146
OPERATING EXPENSES	181,048	162,483	158,739	159,211
CAPITAL OUTLAY	2,765	3,836	4,342	-
OTHER	-	-	-	-
TOTAL	623,361	628,278	645,821	675,357

ACCOUNT SUMMARY

SALARIES	307,082	318,950	328,584	358,361
OVERTIME	843	-	-	-
OTHER PAY	5,850	11,486	21,156	14,202
BENEFITS	125,773	131,523	133,000	143,583
PROFESSIONAL SERVICES	14,042	1,200	-	-
TRAINING & TRAVEL	795	4,615	3,395	2,185
UTILITIES	37,697	34,978	33,000	33,719
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	12,571	4,525	3,875	5,495
OTHER OPERATING COSTS	359	500	400	500
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	115,584	116,665	118,069	117,312
CAPITAL OUTLAY	2,765	3,836	4,342	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	623,361	628,278	645,821	675,357

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PARKS & RECREATION
DIVISION: ADMINISTRATION**

**ACCOUNT
0001-50-5010-572**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Director	1	0	1	136,861
Assistant Director	1	0	1	111,832
Administrative Secretary	1	0	1	35,329
Secretary	1	0	1	32,219
Office Manager	1	0	1	42,120
SALARY SUBTOTAL				358,361
OVERTIME				-
OTHER PAY				14,202
SALARY TOTAL				372,563
BENEFITS				143,583
TOTAL PERSONAL SERVICES	5	0	5	516,146

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION		
		REC IMP	SLS TAX	THIS DIVISION
Batwing Tractor	55,000		55,000	
Activity Pool Resurface	80,000		80,000	
Shingle Creek Regional Trail Land Acquisition	150,000	150,000		
Shingle Creek Regional Trail Construction	200,000	200,000		
Lancaster Ranch Park	1,000,000	500,000	500,000	
TOTAL	1,485,000	850,000	635,000	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: PARKS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,930,927	2,084,499	1,988,524	2,179,742
OPERATING EXPENSES	486,368	584,823	570,742	616,943
CAPITAL OUTLAY	301,244	485,455	470,637	373,700
OTHER	-	-	-	-
TOTAL	2,718,539	3,154,777	3,029,903	3,170,385

ACCOUNT SUMMARY

SALARIES	1,169,451	1,301,037	1,216,247	1,356,305
OVERTIME	28,320	15,750	17,250	17,750
OTHER PAY	16,600	21,865	16,000	14,183
BENEFITS	716,556	745,847	739,027	791,504
PROFESSIONAL SERVICES	-	7,100	7,068	3,100
TRAINING & TRAVEL	3,487	6,873	5,300	6,961
UTILITIES	-	-	-	-
AUTO MAINTENANCE	81,020	94,582	90,000	90,507
OTHER MAINTENANCE	201,757	271,295	268,000	295,780
GAS & OIL	54,861	47,698	47,500	50,465
OTHER SUPPLIES	141,156	154,075	147,600	166,930
OTHER OPERATING COSTS	1,113	3,200	3,040	3,200
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	2,974	-	2,234	-
CAPITAL OUTLAY	301,244	485,455	470,637	373,700
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,718,539	3,154,777	3,029,903	3,170,385

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PARKS & RECREATION
DIVISION: PARKS**

**ACCOUNT
0001-50-5020-572**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Parks Superintendent	1	0	1	80,570
Foreman	2	0	2	101,944
Lead Foreman	1	0	1	65,112
Equipment Operator I	3	0	3	121,205
Groundskeeper	17	0	17	472,127
Herbicide Specialist	1	0	1	35,522
Herbicide Technician	0	1	1	26,587
Equipment Operator II	2	0	2	98,508
General Tradesworker	6	0	6	188,504
Secretary	1	0	1	38,593
Arborist	1	0	1	32,979
Groundskeeper (part-time)	6	0	6	94,654
SALARY SUBTOTAL				1,356,305
OVERTIME				17,750
OTHER PAY				14,183
SALARY TOTAL				1,388,238
BENEFITS				791,504
TOTAL PERSONAL SERVICES	41	1	42	2,179,742

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Boat Motor	3,500	3,500
Sidewalk Replacement	5,000	5,000
Lakefront Bollard (3)	6,000	6,000
Trailer (2)	6,000	6,000
Bunker Rake	14,000	14,000
Fortune Road Windscreen (4)	14,000	14,000
Portable Radio (6)	14,300	14,300
Generator	14,500	14,500
Zero Turn Mower (2)	16,000	16,000
Mini Compact Vibratory Roller	17,000	17,000
1/2 Ton Pick-up Truck	20,400	20,400
Dually Pick-up Truck	30,000	30,000
Passenger Van	33,000	33,000
Sport Utility Vehicle	36,000	36,000
1 Ton Dually Pick-up Truck	40,000	40,000
1/2 Ton Pick-up Truck (2)	50,000	50,000
Light Duty Box Truck with Lift	54,000	54,000
TOTAL	373,700	373,700

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: AQUATIC CENTER

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	291,903	337,501	318,140	367,792
OPERATING EXPENSES	95,093	131,112	124,975	127,093
CAPITAL OUTLAY	19,243	48,287	58,569	28,600
OTHER	-	-	-	-
TOTAL	406,239	516,900	501,684	523,485

ACCOUNT SUMMARY

SALARIES	218,471	256,982	240,317	283,987
OVERTIME	670	825	825	877
OTHER PAY	1,238	2,880	1,559	-
BENEFITS	71,524	76,814	75,439	82,928
PROFESSIONAL SERVICES	53,556	77,252	72,500	72,715
TRAINING & TRAVEL	1,068	2,069	1,930	2,100
UTILITIES	-	-	-	-
AUTO MAINTENANCE	209	600	375	400
OTHER MAINTENANCE	12,204	20,825	20,300	18,500
GAS & OIL	382	500	400	400
OTHER SUPPLIES	25,633	28,891	28,495	32,003
OTHER OPERATING COSTS	2,041	975	975	975
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	19,243	48,287	58,569	28,600
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	406,239	516,900	501,684	523,485

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PARKS & RECREATION
DIVISION: AQUATIC CENTER**

**ACCOUNT
0001-50-5030-572**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Recreation & Leisure Svcs Program Coordinator	1	0	1	45,131
Recreation Specialist	1	0	1	34,299
Lifeguard I (part-time)	15	0	15	139,666
Aquatic Center Technician	1	0	1	31,136
Facility Attendant (part-time)	3	0	3	33,755
SALARY SUBTOTAL				283,987
OVERTIME				877
OTHER PAY				-
SALARY TOTAL				284,864
BENEFITS				82,928
TOTAL PERSONAL SERVICES	21	0	21	367,792

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Laptop Computer	1,700	1,700
Personal Computer (2)	2,600	2,600
Surge Tank Resurface (2)	3,500	3,500
Canopy Fabric (2)	4,000	4,000
Shed	6,000	6,000
Lifeguard Chair (2)	10,800	10,800
TOTAL	28,600	• 28,600

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: RECREATION

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	983,796	1,178,163	1,120,050	1,308,582
OPERATING EXPENSES	294,977	368,915	340,610	384,799
CAPITAL OUTLAY	23,292	10,703	10,703	47,000
OTHER	-	-	-	-
TOTAL	1,302,065	1,557,781	1,471,363	1,740,381

ACCOUNT SUMMARY

SALARIES	726,706	895,300	849,410	995,298
OVERTIME	5,711	3,753	3,753	3,939
OTHER PAY	4,538	9,074	6,063	1,557
BENEFITS	246,841	270,036	260,824	307,788
PROFESSIONAL SERVICES	173,212	211,976	202,000	225,509
TRAINING & TRAVEL	4,642	5,355	5,100	5,920
UTILITIES	-	-	-	-
AUTO MAINTENANCE	10,094	16,425	15,000	15,925
OTHER MAINTENANCE	1,496	9,600	6,100	8,530
GAS & OIL	6,870	6,300	6,300	6,800
OTHER SUPPLIES	90,288	102,059	93,510	106,510
OTHER OPERATING COSTS	6,455	17,200	12,600	15,605
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	1,920	-	-	-
CAPITAL OUTLAY	23,292	10,703	10,703	47,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,302,065	1,557,781	1,471,363	1,740,381

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PARKS & RECREATION
DIVISION: RECREATION**

**ACCOUNT
0001-50-5040-572**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Recreation & Leisure Services Coordinator	3	0	3	131,268
Recreation & Leisure Services Manager	1	0	1	62,685
Recreation & Leisure Services Supervisor	1	0	1	57,081
Secretary	1	0	1	33,320
Facility Attendant (part-time)	4	0	4	43,496
Facility Attendant	1	0	1	27,912
Summer Camp Counselor (part-time)	29	0	29	127,957
Summer Camp Director (part-time)	3	0	3	17,649
Bus Driver	2	0	2	31,314
Recreation Leader (part-time)	19	0	19	303,132
Clerk Technician (part-time)	3	0	3	14,604
Recreation Specialist	4	0	4	144,880
SALARY SUBTOTAL				995,298
OVERTIME				3,939
OTHER PAY				1,557
SALARY TOTAL				1,000,794
BENEFITS				307,788
TOTAL PERSONAL SERVICES	71	0	71	1,308,582

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,300	1,300
Laptop Computer	1,700	1,700
Automated External Defibrillator	2,000	2,000
Copier (2)	9,000	9,000
Message Center/Board (9)	12,000	12,000
Denn John Scoreboard (2)	21,000	21,000

TOTAL	47,000	47,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: CEMETERY

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	114,067	119,227	105,328	115,553
OPERATING EXPENSES	27,423	85,280	83,978	85,913
CAPITAL OUTLAY	9,104	90,026	90,026	-
OTHER	-	-	-	-
TOTAL	150,594	294,533	279,332	201,466

ACCOUNT SUMMARY

SALARIES	68,609	71,812	59,176	68,838
OVERTIME	2,295	2,000	2,250	2,250
OTHER PAY	1,010	1,255	730	-
BENEFITS	42,153	44,160	43,172	44,465
PROFESSIONAL SERVICES	-	1,100	253	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	563	1,000	900	1,000
OTHER MAINTENANCE	24,902	81,068	81,050	81,068
GAS & OIL	339	292	290	325
OTHER SUPPLIES	1,619	1,720	1,435	3,470
OTHER OPERATING COSTS	-	100	50	50
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	9,104	90,026	90,026	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	150,594	294,533	279,332	201,466

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PARKS & RECREATION
DIVISION: CEMETERY**

**ACCOUNT
0001-50-5050-539**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Cemetery Technician	1	0	1	27,912
Cemetery Coordinator	1	0	1	40,926

SALARY SUBTOTAL	68,838
OVERTIME	2,250
OTHER PAY	-
SALARY TOTAL	71,088
BENEFITS	44,465
TOTAL PERSONAL SERVICES	115,553

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: EVENTS & VENUES

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	613,918	739,404	672,266	771,500
OPERATING EXPENSES	349,446	377,976	361,900	368,749
CAPITAL OUTLAY	33,257	46,990	54,734	8,900
OTHER	-	-	-	-
TOTAL	996,621	1,164,370	1,088,900	1,149,149

ACCOUNT SUMMARY

SALARIES	407,194	500,815	440,497	524,151
OVERTIME	1,569	1,500	1,500	4,000
OTHER PAY	1,538	3,118	2,365	-
BENEFITS	203,617	233,971	227,904	243,349
PROFESSIONAL SERVICES	187,872	200,157	193,000	205,400
TRAINING & TRAVEL	3,678	8,595	7,100	7,172
UTILITIES	-	-	-	-
AUTO MAINTENANCE	684	1,800	1,700	2,200
OTHER MAINTENANCE	5,120	2,175	1,400	1,500
GAS & OIL	215	655	500	597
OTHER SUPPLIES	60,247	68,294	63,950	67,560
OTHER OPERATING COSTS	91,630	96,300	94,250	84,320
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	33,257	46,990	54,734	8,900
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	996,621	1,164,370	1,088,900	1,149,149

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PARKS & RECREATION
DIVISION: EVENTS & VENUES**

**ACCOUNT
0001-50-5066-575**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Facility Attendant (part-time)	2	0	2	21,225
Secretary	1	0	1	32,219
Event Monitor (part-time)	5	0	5	55,943
Event Coordinator	3	0	3	128,482
Events & Venues Supervisor	1	0	1	52,683
Facility Technician	2	0	2	55,823
Event Specialist	1	0	1	33,923
Clerk Technician	1	0	1	27,912
Events & Venues Manager	1	0	1	74,686
Event and Venue Operations Coordinator	1	0	1	41,255
SALARY SUBTOTAL				524,151
OVERTIME				4,000
OTHER PAY				-
SALARY TOTAL				528,151
BENEFITS				243,349
TOTAL PERSONAL SERVICES	18	0	18	771,500

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Window Shade	1,800	1,800
Reach In Commercial Freezer	2,000	2,000
Carpet Cleaning Machine	2,500	2,500
Personal Computer	2,600	2,600

TOTAL	8,900	8,900
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

**DEPARTMENT: HUMAN RESOURCES &
RISK MANAGEMENT**

**DIVISION(S): HUMAN RESOURCES, GENERAL
EMPLOYEE ORGANIZATION**

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	743,281	1,141,066	1,131,557	898,719
OPERATING EXPENSES	22,175	154,336	138,404	192,232
CAPITAL OUTLAY	4,471	4,500	4,500	1,500
OTHER	-	-	-	-
TOTAL	769,927	1,299,902	1,274,461	1,092,451

DUTIES AND FUNCTIONS

The Personnel Department is responsible for processing all employment applications, processing all employee benefit provisions, coordinating the training of personnel, and assisting departments with policy decisions pertaining to employment. In addition, this Department handles workers compensation claims and payments and administers the general insurance and safety programs of the City. This Department also maintains budgetary control of the General Employee Organization and Self Insurance Funds. Administrative support is also provided by this office for the three Pension Boards.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Vacancies Filled	103	100	120
Workers Compensation Claims	172	150	150
Liability Claims	282	500	500
In-House Claims	255	200	200
Health Fair Participants	230	300	300
Safety Training	160	175	225
Internal Human Resources Consultations	60	55	60

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Human Resources and Risk Management Department's strategies and initiatives adopted for the coming year.

Enhance department efficiency through effective Human Resource Information Systems.

Work with the IT and Finance Departments to implement new software capable of providing electronic benefit enrollment and management, applicant tracking, efficient personnel data extraction, and pension/risk management support.

Devote appropriate staffing resources to the conversion and implementation of the new software; same resources will need to be devoted to training power users.

Strengthen Citywide recruitment and retention.

Modernize advertising and application process with new software to ensure the City is reaching the best available audience while improving the candidate experience.

Implement approved compensation study recommendations to be more competitive with trends in Central Florida and address concerns in the City's compensation plan.

Continue to enhance Citywide training and development.

Develop Citywide orientation that educates all employees on City programs, departments, projects, and policies as well as to ensure new employees understand the mission and goals of the City of Kissimmee.

Establish continuing education programs for all employees, including but not limited to diversity, supervisory skills, sexual and racial harassment, and communication skills.

Develop additional opportunities to minimize all incident and accident claims within the City.

Increase utilization of Target Solutions training modules and offer training to City departments regarding incident forms, processes and procedures.

Implement new software to create an analysis of incident and accident claims.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

**DEPARTMENT: HUMAN RESOURCES &
RISK MANAGEMENT**

DIVISION: HUMAN RESOURCES

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	743,281	1,141,066	1,131,557	898,719
OPERATING EXPENSES	(8,842)	105,155	97,354	149,482
CAPITAL OUTLAY	4,471	4,500	4,500	1,500
OTHER	-	-	-	-
TOTAL	738,910	1,250,721	1,233,411	1,049,701

ACCOUNT SUMMARY

SALARIES	513,813	575,259	571,471	616,552
OVERTIME	-	500	500	5,000
OTHER PAY	12,662	327,555	325,297	10,872
BENEFITS	216,806	237,752	234,289	266,295
PROFESSIONAL SERVICES	27,660	122,907	122,907	162,700
TRAINING & TRAVEL	9,844	46,901	32,960	38,775
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	5,893	9,550	9,900	16,199
OTHER OPERATING COSTS	12,945	7,750	8,750	13,750
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	12,372	13,420	13,420	19,473
INDIRECT COSTS	(77,556)	(95,373)	(90,583)	(101,415)
CAPITAL OUTLAY	4,471	4,500	4,500	1,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	738,910	1,250,721	1,233,411	1,049,701

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: HUMAN RESOURCES & RISK MANAGEMENT
DIVISION: HUMAN RESOURCES & RISK MANAGEMENT**

**ACCOUNT
0001-15-1510-513**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Director	1	0	1	131,197
Assistant Director	1	0	1	94,815
Risk Manager	1	0	1	62,108
Clerk Technician (part-time)	1	0	1	14,102
Risk Management Coordinator	1	0	1	44,170
Pension Coordinator	1	0	1	50,653
Benefit Coordinator	1	0	1	63,774
Payroll Coordinator	1	0	1	47,388
Administrative Technician	2	0	2	67,833
Intern (part-time)	1	0	1	12,600
Scanning Clerk (part-time)	1	(1)	0	-
Clerk Technician	0	1	1	27,912
SALARY SUBTOTAL				616,552
OVERTIME				5,000
OTHER PAY				10,872
SALARY TOTAL				632,424
BENEFITS				266,295
TOTAL PERSONAL SERVICES	12	0	12	898,719

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION	
	AMOUNT	SELF INS	THIS DIVISION
Scanner	1,500		1,500

TOTAL	1,500	1,500
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

**DEPARTMENT: HUMAN RESOURCES &
RISK MANAGEMENT**

DIVISION: EMPLOYEE COMMITTEE

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	31,017	49,181	41,050	42,750
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	31,017	49,181	41,050	42,750

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	31,017	49,181	41,050	42,750
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	31,017	49,181	41,050	42,750

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STORMWATER UTILITY FUND

Although administered as a division of the Public Works Department, the Stormwater Utility is an enterprise fund operation that accounts separately for Stormwater revenues and expenditures. Stormwater services are provided to both residential and commercial units. The Stormwater utility fee is derived from an \$8.65 per month fee for each equivalent residential unit (ERU). An ERU is defined as 2,404 square feet of impervious surface.

<u>ACCOUNT</u>	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Stormwater Utility Fee	\$ 5,187,638	\$ 5,377,000	\$ 5,589,000	\$ 5,700,000
State Grant	-	1,434,974	1,434,974	-
Interest Earnings	36,054	8,000	50,000	30,000
Miscellaneous	33,545	-	1,816	-
Subtotal	<u>5,257,237</u>	<u>6,819,974</u>	<u>7,075,790</u>	<u>5,730,000</u>
Fund Balance Carryover	<u>2,416,504</u>	<u>3,224,713</u>	<u>2,726,823</u>	<u>1,388,239</u>
TOTAL SOURCES	\$ <u>7,673,741</u>	\$ <u>10,044,687</u>	\$ <u>9,802,613</u>	\$ <u>7,118,239</u>
Personal Services	\$ 2,244,909	\$ 2,470,488	\$ 2,411,916	\$ 2,515,962
Other Expenditures	1,178,685	1,491,373	1,531,875	1,401,084
Capital Outlay	1,103,874	4,039,736	4,038,406	1,885,200
Transfer to Other Funds	419,450	421,577	432,177	285,000
Subtotal	<u>4,946,918</u>	<u>8,423,174</u>	<u>8,414,374</u>	<u>6,087,246</u>
Unrestricted Reserves	<u>2,726,823</u>	<u>1,621,513</u>	<u>1,388,239</u>	<u>1,030,993</u>
TOTAL USES	\$ <u>7,673,741</u>	\$ <u>10,044,687</u>	\$ <u>9,802,613</u>	\$ <u>7,118,239</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION(S): STORMWATER ENGINEERING
STORMWATER OPERATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	2,244,909	2,470,488	2,411,916	2,515,962
OPERATING EXPENSES	1,178,685	1,491,373	1,531,875	1,401,084
CAPITAL OUTLAY	1,103,874	4,039,736	4,038,406	1,885,200
OTHER	3,146,273	2,043,090	1,820,416	1,315,993
TOTAL	7,673,741	10,044,687	9,802,613	7,118,239

DUTIES AND FUNCTIONS

The Stormwater Utility, comprised of two divisions within the Public Works Department, is responsible for Kissimmee's storm drainage system which receives waters from public and privately owned lands. The system includes open ditches, retention ponds, drainage pipes, and structures. Funding for both divisions is provided through a Stormwater Utility Fee.

The primary function of the Operations division is to keep the system free of debris and maintained at its original design to ensure positive flow. The level of service determines the Community Flood Insurance Rating. Stormwater Engineering's main function is to monitor water quality, review plans, maintain and enforce the stormwater ordinance to ensure all state and federal permit requirements are met and to administer the City's Flood Plain Management requirements in order to maintain the current Flood Insurance Rating of 7 (15% discount on flood insurance for City residents).

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Miles of pipes maintained	181	213	214
Total structures	12,850	12,875	12,900
Structures maintained	5,350	5,375	5,400
Miles of ditches maintained	36	36	36
Ponds maintained	76	78	78
Acres mowed each cycle	220	221	222
Street sweeping - lane miles	453	455	455
Water monitoring stations	16	16	16

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Public Works Department's strategies and initiatives associated with the activities of the Stormwater Utility Fund that have been adopted for the coming year.

Improve the process of identifying and prioritizing projects listed in the Department's 5-year Capital Improvement Plan (CIP) and seek necessary funding.

Complete a Citywide model of the City's stormwater system to identify a location for a future City master stormwater pond.

Ensure appropriate staff is involved in the project planning phase for quality control and assurance in estimating design and construction costs.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: STORMWATER ENGINEERING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	541,566	610,482	593,570	613,794
OPERATING EXPENSES	332,179	598,062	596,371	460,284
CAPITAL OUTLAY	611,836	3,532,857	3,532,857	754,000
OTHER	164,315	152,727	152,727	-
TOTAL	1,649,896	4,894,128	4,875,525	1,828,078

ACCOUNT SUMMARY

SALARIES	352,798	408,585	394,151	408,172
OVERTIME	-	300	300	300
OTHER PAY	2,985	4,488	3,212	4,100
BENEFITS	185,783	197,109	195,907	201,222
PROFESSIONAL SERVICES	241,303	486,556	486,556	357,153
TRAINING & TRAVEL	7,777	15,850	15,800	14,750
UTILITIES	3,680	4,016	3,800	4,016
AUTO MAINTENANCE	3,555	3,150	3,150	2,500
OTHER MAINTENANCE	45,929	37,250	37,250	35,770
GAS & OIL	3,404	3,600	3,600	3,600
OTHER SUPPLIES	23,477	38,796	38,536	35,496
OTHER OPERATING COSTS	17	4,665	3,500	3,300
CHARGES BY OTHER FUNDS	3,037	4,179	4,179	3,699
INSURANCE	-	-	-	-
CAPITAL OUTLAY	611,836	3,532,857	3,532,857	754,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	164,315	152,727	152,727	-
RESERVES	-	-	-	-
TOTAL	1,649,896	4,894,128	4,875,525	1,828,078

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: STORMWATER ENGINEERING**

**ACCOUNT
4409-45-4520-538**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Stormwater Technician	3	0	3	121,015
Stormwater Inspector	1	0	1	41,733
Engineer II	1	0	1	59,784
Public Education Coordinator	1	0	1	46,037
* Financial Analyst	1	0	1	28,839
Engineering Coordinator	1	0	1	62,009
Engineer Technician II	1	0	1	48,755
SALARY SUBTOTAL				408,172
OVERTIME				300
OTHER PAY				4,100
SALARY TOTAL				412,572
BENEFITS				201,222
TOTAL PERSONAL SERVICES				613,794

* Position split 40/40/20% with
Stormwater/Sanitation/Gas Tax

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Data Collection System	2,700	2,700
Water Quality Logger Display	3,000	3,000
Personal Computer (2)	3,600	3,600
Plotter	5,000	5,000
Stage Meter (2)	6,500	6,500
Velocity Meter	10,000	10,000
Water Quality Logger (4)	29,200	29,200
Optical Sensor (10)	34,000	34,000
Baffle Box	60,000	60,000
Terra Condos Drainage	150,000	150,000
Woodside Drainage	200,000	200,000
Master Stormwater Pond	250,000	250,000
TOTAL	754,000	754,000

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: STORMWATER OPERATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,703,343	1,860,006	1,818,346	1,902,168
OPERATING EXPENSES	846,506	893,311	935,504	940,800
CAPITAL OUTLAY	492,038	506,879	505,549	1,131,200
OTHER	2,981,958	1,890,363	1,667,689	1,315,993
TOTAL	6,023,845	5,150,559	4,927,088	5,290,161

ACCOUNT SUMMARY

SALARIES	1,026,716	1,149,808	1,116,979	1,167,172
OVERTIME	6,240	8,000	7,000	8,000
OTHER PAY	23,969	26,346	23,296	22,273
BENEFITS	646,418	675,852	671,071	704,723
PROFESSIONAL SERVICES	214,506	278,370	293,000	307,802
TRAINING & TRAVEL	12,016	6,894	6,930	7,350
UTILITIES	64,185	42,296	41,800	41,252
AUTO MAINTENANCE	269,833	280,000	300,000	282,000
OTHER MAINTENANCE	2,835	3,800	5,900	3,800
GAS & OIL	91,003	85,680	94,000	98,000
OTHER SUPPLIES	97,651	102,587	100,910	102,787
OTHER OPERATING COSTS	19,667	20,300	18,300	20,300
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	74,810	73,384	74,664	77,509
CAPITAL OUTLAY	492,038	506,879	505,549	1,131,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	255,135	268,850	279,450	285,000
RESERVES	2,726,823	1,621,513	1,388,239	1,030,993
TOTAL	6,023,845	5,150,559	4,927,088	5,290,161

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: STORMWATER OPERATIONS**

**ACCOUNT
4409-45-4550-538**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Foreman	2	0	2	120,573
Lead Foreman	1	0	1	56,398
Heavy Equipment Operator	6	0	6	254,497
Equipment Operator II	9	0	9	344,104
Equipment Operator I	2	0	2	72,393
Utility Worker	4	0	4	116,177
* Superintendent	1	0	1	44,866
Assistant Superintendent	1	0	1	36,289
Secretary	1	0	1	47,568
Herbicide Specialist	1	0	1	37,090
** Assistant Director	0	0	0	37,217
SALARY SUBTOTAL				1,167,172
OVERTIME				8,000
OTHER PAY				22,273
SALARY TOTAL				1,197,445
BENEFITS				704,723
TOTAL PERSONAL SERVICES	28	0	28	1,902,168

* Position split 50/50% with General Fund

** Position split 40/40/10/10% with Stormwater/
Sanitation/General Fund/Gas Tax; headcount
in Sanitation Fund.

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Laptop Computer	2,600	2,600
Flail Mower (2)	14,100	14,100
Heavy Duty Crew Truck	94,000	94,000
Slip-line Program	100,000	100,000
Mower	130,500	130,500
Camera Truck	200,000	200,000
Sweeper	260,000	260,000
Vacuum Truck	330,000	330,000
TOTAL	1,131,200	1,131,200

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SANITATION FUND

Although administered as a division of the Public Works Department, Sanitation is an enterprise fund operation which accounts separately for garbage and trash collection revenues and expenditures. In 2017, the City implemented an underground refuse collection operation that will be used by commercial businesses primarily in the downtown area. The City's refuse service is basically residential and small commercial with large commercial containers handled via franchise. The franchise fee is considered a revenue stream in this fund. Garbage fees will remain at approximately \$18 per month for residential service during FY 2020. Annual rates are adjusted for increases in fuel costs and the Consumer Price Index.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Franchise Fees	\$ 800,686	\$ 815,000	\$ 822,450	\$ 840,000
Garbage/Trash Fees	3,473,591	3,579,945	3,752,847	3,846,951
Special Pickup	302,711	268,000	310,000	312,000
Weld Shop Fees	363,611	381,000	383,000	390,000
Other Charges/Fees	69,893	68,000	67,000	68,000
Interest Earnings	17,205	10,000	27,000	10,000
Miscellaneous	57,146	48,200	50,700	50,600
Subtotal	<u>5,084,843</u>	<u>5,170,145</u>	<u>5,412,997</u>	<u>5,517,551</u>
Fund Balance Carryover	<u>1,253,285</u>	<u>1,245,270</u>	<u>1,249,366</u>	<u>1,072,437</u>
TOTAL SOURCES	<u>\$ 6,338,128</u>	<u>\$ 6,415,415</u>	<u>\$ 6,662,363</u>	<u>\$ 6,589,988</u>
Personal Services	\$ 1,869,709	\$ 1,958,696	\$ 1,917,405	\$ 2,098,549
Other Expenditures	2,260,867	2,446,433	2,383,508	2,487,880
Capital Outlay	709,825	1,022,385	1,022,248	956,500
Transfer to Other Funds	248,361	255,697	266,765	272,848
Subtotal	<u>5,088,762</u>	<u>5,683,211</u>	<u>5,589,926</u>	<u>5,815,777</u>
Unrestricted Reserves	<u>1,249,366</u>	<u>732,204</u>	<u>1,072,437</u>	<u>774,211</u>
TOTAL USES	<u>\$ 6,338,128</u>	<u>\$ 6,415,415</u>	<u>\$ 6,662,363</u>	<u>\$ 6,589,988</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION(S): SANITATION, WELD SHOP

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,869,709	1,958,696	1,917,405	2,098,549
OPERATING EXPENSES	2,260,867	2,446,433	2,383,508	2,487,880
CAPITAL OUTLAY	709,825	1,022,385	1,022,248	956,500
OTHER	1,497,727	987,901	1,339,202	1,047,059
TOTAL	6,338,128	6,415,415	6,662,363	6,589,988

DUTIES AND FUNCTIONS

The Sanitation Division provides the City's residential solid waste collection, oversees the franchised commercial solid waste collection and operates the Weld Shop. The Sanitation Fund is administered by the Public Works Department. The division is funded through residential customers' monthly sanitation fees and franchise fees from the exclusive franchise agreement with Waste Management for commercial solid waste collection services. An automatic annual rate change for both residential and commercial services is determined by the Consumer Price Index (CPI) and fuel costs.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Number of Customers	15,731	16,500	16,700
Tons Collected - Garbage	14,247	14,666	15,000
Tons Collected - Recycle	3,948	3,700	3,774
Tons Collected - Yard Waste	3,547	3,515	3,585
Tons Collected - Bulk	1,336	1,300	1,330
Disposal Fees Paid	\$1,025,739	\$1,110,000	\$1,159,404

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Public Works Department's strategies and initiatives associated with the activities of the Sanitation Fund that have been adopted for the coming year.

Enhance the service level of the Sanitation division and increase public awareness of solid waste issues.

Evaluate findings from the sanitation consultant and work to implement recommendations associated with rates, current commercial structure, route optimization, and solid waste programs.

Improve public education collateral for mailers and events.

Evaluate and implement recycling incentives for the community.

Increase commercial services for existing and future areas of the City with Nord Easy System underground and above-ground containers.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: SANITATION

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,500,866	1,569,611	1,550,534	1,684,162
OPERATING EXPENSES	2,209,311	2,389,740	2,334,901	2,432,019
CAPITAL OUTLAY	709,825	943,885	943,771	956,500
OTHER	1,497,727	987,901	1,339,202	1,047,059
TOTAL	5,917,729	5,891,137	6,168,408	6,119,740

ACCOUNT SUMMARY

SALARIES	943,454	982,834	970,940	1,056,153
OVERTIME	25,139	27,000	23,000	27,000
OTHER PAY	11,738	14,596	12,769	9,908
BENEFITS	520,535	545,181	543,825	591,101
PROFESSIONAL SERVICES	123,246	172,793	172,335	180,500
TRAINING & TRAVEL	3,151	8,023	3,850	8,023
UTILITIES	1,028,664	1,151,179	1,112,957	1,162,983
AUTO MAINTENANCE	360,715	350,000	340,000	350,000
OTHER MAINTENANCE	1,800	4,800	4,000	4,800
GAS & OIL	154,504	140,000	150,000	155,000
OTHER SUPPLIES	167,565	167,280	156,268	174,173
OTHER OPERATING COSTS	9,683	10,306	10,132	10,460
CHARGES BY OTHER FUNDS	285,439	308,169	308,169	306,260
INSURANCE	74,544	77,190	77,190	79,820
CAPITAL OUTLAY	709,825	943,885	943,771	956,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	248,361	255,697	266,765	272,848
RESERVES	1,249,366	732,204	1,072,437	774,211
TOTAL	5,917,729	5,891,137	6,168,408	6,119,740

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: SANITATION**

**ACCOUNT
4411-45-4571-534**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Superintendent	1	0	1	83,194
Foreman	1	0	1	66,940
Solid Waste Driver	15	1	16	655,056
Secretary	1	0	1	41,666
Franchise Coordinator	1	0	1	52,735
Service Technician	1	0	1	52,187
* Assistant Director	1	0	1	37,217
** Financial Analyst	0	0	0	28,839
Clerk Technician	1	0	1	38,319
* Position split 40/40/10/10% with Stormwater/ Sanitation/General Fund/Gas Tax				
** Position split 40/40/20% with Stormwater/Sanitation/Gas Tax; headcount in Stormwater				
SALARY SUBTOTAL				1,056,153
OVERTIME				27,000
OTHER PAY				9,908
SALARY TOTAL				1,093,061
BENEFITS				591,101
TOTAL PERSONAL SERVICES	22	1	23	1,684,162

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Copier	4,500	4,500
Container System	52,000	52,000
Garbage Truck (3)	900,000	900,000

TOTAL	956,500	956,500
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: WELD SHOP

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	368,843	389,085	366,871	414,387
OPERATING EXPENSES	51,556	56,693	48,607	55,861
CAPITAL OUTLAY	-	78,500	78,477	-
OTHER	-	-	-	-
TOTAL	420,399	524,278	493,955	470,248

ACCOUNT SUMMARY

SALARIES	243,929	256,606	238,450	275,606
OVERTIME	644	2,000	1,100	2,000
OTHER PAY	3,831	4,882	3,303	3,475
BENEFITS	120,439	125,597	124,018	133,306
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	3,825	4,599	1,594	4,599
UTILITIES	1,343	1,344	1,373	1,392
AUTO MAINTENANCE	2,132	2,000	1,200	2,000
OTHER MAINTENANCE	-	2,510	2,200	2,510
GAS & OIL	1,171	1,300	1,290	1,300
OTHER SUPPLIES	43,085	44,940	40,950	44,060
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	78,500	78,477	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	420,399	524,278	493,955	470,248

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: WELD SHOP**

**ACCOUNT
4411-45-4572-534**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Weld Shop Supervisor	1	0	1	67,003
Machinist	2	0	2	127,155
Welder	2	0	2	81,448

SALARY SUBTOTAL	275,606
OVERTIME	2,000
OTHER PAY	3,475
SALARY TOTAL	281,081
BENEFITS	133,306
TOTAL PERSONAL SERVICES	414,387

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

AIRPORT FUND

The Airport is an enterprise fund operation. The following is a summary of budgeted sources and uses of Airport funds.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Aviation:				
Fuel Fees	\$ 119,597	\$ 108,000	\$ 135,000	\$ 125,200
Leased Sites	446,422	438,362	438,362	445,188
Car Rental Fees	3,479	4,600	3,600	3,700
Terminal	35,593	38,100	37,674	38,239
Miscellaneous	300	-	2,537	-
Non-Aviation:				
Leased Sites	219,986	171,822	152,000	129,183
City Rentals	104,088	119,681	125,561	128,561
Miscellaneous	2,765	4,330	4,712	4,344
Interest Earnings	7,548	5,000	7,000	5,000
Donations	34,000	34,000	34,000	30,000
Subtotal	<u>973,778</u>	<u>923,895</u>	<u>940,446</u>	<u>909,415</u>
Fund Balance Carryover	<u>961,209</u>	<u>909,391</u>	<u>863,264</u>	<u>679,990</u>
TOTAL SOURCES	<u>\$ 1,934,987</u>	<u>\$ 1,833,286</u>	<u>\$ 1,803,710</u>	<u>\$ 1,589,405</u>
Personal Services	\$ 566,292	\$ 621,179	\$ 603,209	\$ 603,845
Other Expenditures	347,703	575,145	449,862	332,878
Capital Outlay	13,278	82,800	66,285	3,000
Transfer to Other Funds	144,450	4,364	4,364	2,000
Subtotal	<u>1,071,723</u>	<u>1,283,488</u>	<u>1,123,720</u>	<u>941,723</u>
Unrestricted Reserves	<u>863,264</u>	<u>549,798</u>	<u>679,990</u>	<u>647,682</u>
TOTAL USES	<u>\$ 1,934,987</u>	<u>\$ 1,833,286</u>	<u>\$ 1,803,710</u>	<u>\$ 1,589,405</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: AIRPORT

DIVISION(S): OPERATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	566,292	621,179	603,209	603,845
OPERATING EXPENSES	347,703	575,145	449,862	332,878
CAPITAL OUTLAY	13,278	82,800	66,285	3,000
OTHER	1,007,714	554,162	684,354	649,682
TOTAL	1,934,987	1,833,286	1,803,710	1,589,405

DUTIES AND FUNCTIONS

The Airport is responsible for all operations associated with the Kissimmee Gateway Airport. Staff coordinates the continued development efforts at the Airport with the Federal Aviation Administration and the state Department of Transportation.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Based Aircraft	170	225	230
Fuel Sales Gallons (000s)	1,880	2,000	2,200
Flight Operations	108,539	130,000	140,000
Air Taxi (Chartered Flights)	3,759	4,000	4,200
Military Operations	61	75	85

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Airport Department's strategies and initiatives adopted for the coming year.

Provide safe, secure, and efficient airport facilities.

Obtain construction grant funding for replacement of the air traffic control tower.

Shadow FAA Part 139 certification for future charter operations.

Continue the airport entry beautification and security project.

Benchmark airport operations and marketing to develop improvement programs.

Foster economic development through marketing, advertising and awareness.

Continue efforts to obtain U.S. Customs Service.

Address Hoagland Avenue Phases 2 and 3 as well as 5th Street concerns.

Maintain and increase media marketing efforts.

Complete airfield and industrial park infrastructure improvements for economic development.

Continue implementation of Airport Economic Implementation Plan (AEIP).

Obtain construction grant funding for Taxiway "E".

Research and evaluate property management and other airport finance/administration software.

Create opportunities to host aviation related events by cooperative marketing with a future downtown hotel property.

Monitor progress of hotel project start and completion while developing and coordinating joint marketing efforts to attract industry meetings and events.

Develop and implement sustainability for airport infrastructure and operations.

Continue to foster sustainable goals with airport stakeholders.

Continue to foster the adult aviation career training cluster of business.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: AIRPORT

DIVISION: OPERATIONS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	566,292	621,179	603,209	603,845
OPERATING EXPENSES	347,703	575,145	449,862	332,878
CAPITAL OUTLAY	13,278	82,800	66,285	3,000
OTHER	1,007,714	554,162	684,354	649,682
TOTAL	1,934,987	1,833,286	1,803,710	1,589,405

ACCOUNT SUMMARY

REGULAR SALARIES & WAGES	371,334	404,996	397,532	404,456
OVERTIME	702	7,800	1,200	5,000
SPECIAL PAY	7,656	9,175	7,455	8,146
BENEFITS	186,600	199,208	197,022	186,243
PROFESSIONAL SERVICES	68,989	177,105	161,771	63,665
TRAINING AND TRAVEL	9,110	14,933	7,100	6,500
UTILITIES	36,234	37,099	37,000	38,470
AUTO MAINTENANCE	6,672	10,800	7,000	7,300
OTHER MAINTENANCE	34,977	92,126	49,500	41,800
GAS & OIL	8,101	8,500	6,800	8,500
OTHER SUPPLIES	29,109	29,997	22,850	26,562
OTHER OPERATING COSTS	62,001	122,394	75,650	57,100
CHARGES BY OTHER FUNDS	77,054	66,041	66,041	66,598
INSURANCE	15,456	16,150	16,150	16,383
CAPITAL OUTLAY	13,278	82,800	66,285	3,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	144,450	4,364	4,364	2,000
RESERVES	863,264	549,798	679,990	647,682
TOTAL	1,934,987	1,833,286	1,803,710	1,589,405

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: AIRPORT
DIVISION: OPERATIONS**

**ACCOUNT
4461-70-7010-542**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Director	1	0	1	110,925
Airport Technician II	1	0	1	36,040
Airfield Manager	1	0	1	63,364
Airport Operations Coordinator	2	0	2	84,624
Airport Administration Specialist	1	0	1	38,413
Lead Airport Technician	1	0	1	38,401
Secretary	1	0	1	32,689

SALARY SUBTOTAL		<u>404,456</u>
OVERTIME		5,000
OTHER PAY		8,146
SALARY TOTAL		<u>417,602</u>
BENEFITS		186,243
TOTAL PERSONAL SERVICES	<u>8</u> <u>0</u> <u>8</u>	<u>603,845</u>

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	3,000	3,000

TOTAL	<u>3,000</u>	<u>3,000</u>
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

CENTRAL SERVICES FUND

The Central Services Fund accounts for the costs of operating the centralized services (Information Technology, Warehouse, Fleet Maintenance, and Facilities Maintenance) of the City. Costs are billed to City departments based upon costs to provide the service.

ACCOUNT	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Information Technology	\$ 2,099,340	\$ 2,180,397	\$ 2,180,397	\$ 2,616,551
Warehouse				
General Fund	535,140	736,320	736,320	651,737
Stormwater Utility	3,037	4,179	4,179	3,699
Sanitation	3,007	4,138	4,138	3,663
Airport	470	647	647	572
Facilities Maintenance	2,720,784	3,463,457	3,463,457	3,225,366
Fleet Maintenance	1,137,144	1,300,000	1,800,000	1,970,000
Car Wash Facility	66,409	70,000	32,000	35,000
LYNX Revenue	198,871	186,368	179,368	181,368
Interest Earnings	9,064	5,000	5,000	5,000
Miscellaneous	3,433	-	9,173	-
Transfer from Other Funds	-	6,311	6,311	-
Fund Balance Carryover	978,229	889,621	406,486	19,031
TOTAL SOURCES	\$ 7,754,928	\$ 8,846,438	\$ 8,827,476	\$ 8,711,987
Information Technology	\$ 2,137,775	\$ 2,220,757	\$ 2,229,531	\$ 2,616,551
Warehouse	443,271	743,857	683,474	659,671
Fleet Maintenance	2,140,587	1,959,732	2,097,946	2,200,020
Facilities Maintenance	2,626,809	3,896,169	3,797,494	3,225,366
Unrestricted Reserves	406,486	25,923	19,031	10,379
TOTAL USES	\$ 7,754,928	\$ 8,846,438	\$ 8,827,476	\$ 8,711,987

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: INFORMATION TECHNOLOGY **DIVISION(S):** INFORMATION TECHNOLOGY

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,215,218	1,281,562	1,284,257	1,469,551
OPERATING EXPENSES	894,456	908,094	914,706	1,127,900
CAPITAL OUTLAY	28,101	31,101	30,568	19,100
OTHER	406,486	220,757	19,031	10,379
TOTAL	2,544,261	2,441,514	2,248,562	2,626,930

DUTIES AND FUNCTIONS

The Central Services Fund accounts for internal services provided to other City departments. Information Technology is its own department. The total costs of the Information Technology Department are funded by the General Fund which then recovers a portion of that charge along with other administrative cost allocations to the enterprise funds.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Personal Computers/Laptops & Tablets	550	600	625
Mobile Digital Computers	255	235	237

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Information Technology Department's goals and objectives adopted for the coming year.

Create and maintain state-of-the-art information management systems to help departments accomplish their strategies and initiatives.

Maintain and upgrade City computer hardware and software based on equipment replacement life cycles and annual software maintenance agreements.

Upgrade OneSolution Hardware (Server and Storage Area Network).

Upgrade back office software versions as needed for security and compliance with end of life schedules.

Ensure the IT Department offerings remain relevant, efficient, and effective for the short and long-term needs of the City.

Implement Enterprise Resource Management Systems – Munis and EnerGov for Financials/HR and Development Services.

Continue to evaluate cloud offerings as solutions as the opportunity arises.

Maintain a secure and reliable high-speed communication network to support and protect critical City information management systems and data to ensure business continuity.

Create additional server redundancy at the disaster recovery site.

Upgrade wireless connections from remote sites to fiber or Metro Ethernet to support security and video initiatives and mitigate environmental factors associated with wireless infrastructure such as lighting and unlicensed frequencies.

Support City IT users with specialized training in software, hardware, and computer policies and procedures.

Continue to provide online access to training opportunities for all critical software used throughout the City.

Provide technical training for IT personnel and budget on-going training to ensure technical skills, certifications, and new products will be adequately supported.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: INFORMATION TECHNOLOGY

DIVISION: INFORMATION TECHNOLOGY

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,215,218	1,281,562	1,284,257	1,469,551
OPERATING EXPENSES	894,456	908,094	914,706	1,127,900
CAPITAL OUTLAY	28,101	31,101	30,568	19,100
OTHER	406,486	220,757	19,031	10,379
TOTAL	2,544,261	2,441,514	2,248,562	2,626,930

ACCOUNT SUMMARY

SALARIES	849,403	897,113	901,457	1,033,954
OVERTIME	10,675	11,000	11,000	11,000
OTHER PAY	24,840	26,923	25,082	27,771
BENEFITS	330,300	346,526	346,718	396,826
PROFESSIONAL SERVICES	38,158	6,074	6,000	6,000
TRAINING & TRAVEL	21,981	40,523	35,573	53,265
UTILITIES	45,662	70,754	63,040	73,040
AUTO MAINTENANCE	372	550	1,613	1,600
OTHER MAINTENANCE	654,411	681,564	681,564	845,132
GAS & OIL	551	620	500	620
OTHER SUPPLIES	101,881	74,938	93,345	115,101
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	31,440	33,071	33,071	33,142
CAPITAL OUTLAY	28,101	31,101	30,568	19,100
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	406,486.00	220,757	19,031	10,379
TOTAL	2,544,261	2,441,514	2,248,562	2,626,930

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: INFORMATION TECHNOLOGY
DIVISION: INFORMATION TECHNOLOGY**

**ACCOUNT
5560-60-6010-516**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Director	1	0	1	141,615
Assistant Director	1	0	1	113,418
GIS Analyst	1	0	1	73,656
Programmer Analyst	2	0	2	161,373
Network Manager	1	0	1	104,891
Network Engineer	3	1	4	256,054
Computer Specialist	1	0	1	49,871
Lead Computer Specialist	1	0	1	70,303
Applications Manager	1	0	1	62,773
SALARY SUBTOTAL				1,033,954
OVERTIME				11,000
OTHER PAY				27,771
SALARY TOTAL				1,072,725
BENEFITS				396,826
TOTAL PERSONAL SERVICES	12	1	13	1,469,551

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SLS TAX	THIS DIVISION
Tablet Computer	1,200		1,200
Personal Computer (2)	3,600		3,600
Laptop Computer (2)	3,400		3,400
Performance Workstation (3)	5,400		5,400
Computer Equipment	5,500		5,500
Geographic Information Systems Implementation	10,000	10,000	
Fiber Connectivity	38,000	38,000	
Back Office Licensing	109,000	109,000	
Wide Area Network	409,000	409,000	
Enterprise Resource Planning	500,000	500,000	
TOTAL	1,085,100	1,066,000	19,100

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION(S): WAREHOUSE, FLEET MAINT,
FACILITIES MAINTENANCE

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	1,335,567	1,698,100	1,611,974	1,801,699
OPERATING EXPENSES	3,645,683	3,675,547	3,741,037	4,112,558
CAPITAL OUTLAY	211,417	1,180,234	1,180,026	170,800
OTHER	18,000	45,877	45,877	-
TOTAL	5,210,667	6,599,758	6,578,914	6,085,057

DUTIES AND FUNCTIONS

The Central Services Fund accounts for internal services provided to other City departments. The Fleet Maintenance, Facilities Maintenance and Warehouse divisions are administered by the Public Works Department. The Facilities Maintenance division is funded by the General Fund which then recovers a portion of that charge along with other administrative cost allocations from the enterprise funds. The Fleet Maintenance division bills for services as performed. The Warehouse division is allocated between General Fund and the enterprise funds based on expected usage.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Warehouse Orders	599	526	540

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Public Works Department's strategies and initiatives associated with the activities of the Central Services Fund that have been adopted for the coming year.

Provide high-quality City facilities, public infrastructure, and neighborhood improvements that are well maintained and function properly.

Develop a Capital Improvement Plan (CIP) to prioritize the essential needs, repairs, and updates/upgrades of City facilities, infrastructure, and improvements.

Promote efficient energy utilization.

Evaluate the Facilities Maintenance division's workload, training, and various options to improve staff retention and ensure proper maintenance of City facilities.

Enhance established policies, procedures, and practices within the Fleet division to reduce costs and improve customer satisfaction while ensuring the City's fleet is maintained in accordance with industry standards.

Evaluate the findings of the Department's fleet consultant and identify plan to aid with lowering costs and extend the useful life of the City's vehicles/equipment.

Create and implement a vehicle and equipment standardization program to improve the efficiency of the Fleet division.

Complete a cost-benefit analysis on the agreement with the City's current parts distributor to determine most cost-efficient method of vehicle parts inventory.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: WAREHOUSE

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	50,807	103,188	87,167	100,598
OPERATING EXPENSES	392,464	612,559	568,197	559,073
CAPITAL OUTLAY	-	28,110	28,110	-
OTHER	-	-	-	-
TOTAL	443,271	743,857	683,474	659,671

ACCOUNT SUMMARY

SALARIES	16,507	63,882	48,000	60,506
OVERTIME	52	-	1,000	1,000
OTHER PAY	-	430	430	-
BENEFITS	34,248	38,876	37,737	39,092
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	1,177	-	-	-
UTILITIES	101,974	187,840	154,000	6,000
AUTO MAINTENANCE	3,938	1,500	1,000	500
OTHER MAINTENANCE	107,622	272,732	267,732	401,082
GAS & OIL	28	1,000	1,000	1,000
OTHER SUPPLIES	1,028	1,837	1,250	1,250
OTHER OPERATING COSTS	97,317	67,415	62,980	62,980
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	79,380	80,235	80,235	86,261
CAPITAL OUTLAY	-	28,110	28,110	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	443,271	743,857	683,474	659,671

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: WAREHOUSE**

**ACCOUNT
5560-45-4580-519**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Utility Worker	1	0	1	28,483
Clerk Technician I	1	0	1	32,023

SALARY SUBTOTAL	60,506
OVERTIME	1,000
OTHER PAY	-
SALARY TOTAL	61,506
BENEFITS	39,092
TOTAL PERSONAL SERVICES	100,598

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: FLEET MAINTENANCE

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	748,309	898,605	847,126	964,290
OPERATING EXPENSES	1,330,995	1,004,495	1,194,370	1,175,230
CAPITAL OUTLAY	61,283	56,632	56,450	60,500
OTHER	-	-	-	-
TOTAL	2,140,587	1,959,732	2,097,946	2,200,020

ACCOUNT SUMMARY

SALARIES	463,906	572,889	528,384	609,059
OVERTIME	13,435	15,000	15,168	15,000
OTHER PAY	8,102	13,293	8,850	10,582
BENEFITS	262,866	297,423	294,724	329,649
PROFESSIONAL SERVICES	199,270	240,500	253,000	174,000
TRAINING & TRAVEL	10,368	16,550	11,300	17,050
UTILITIES	2,616	4,095	3,870	3,275
AUTO MAINTENANCE	991,589	628,450	828,250	864,450
OTHER MAINTENANCE	21,539	34,200	27,000	33,800
GAS & OIL	3,968	10,050	9,350	10,700
OTHER SUPPLIES	76,221	57,900	48,850	61,355
OTHER OPERATING COSTS	25,424	12,750	12,750	10,600
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	61,283	56,632	56,450	60,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,140,587	1,959,732	2,097,946	2,200,020

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: FLEET MAINTENANCE**

**ACCOUNT
5560-45-4570-590**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Fleet Manager	1	0	1	73,052
Apprentice Mechanic	1	0	1	28,480
Fleet Mechanic	3	0	3	113,678
Heavy Equipment Mechanic	3	0	3	125,593
Lead Mechanic	1	0	1	56,436
Secretary	1	0	1	49,970
Fleet Maintenance Foreman	1	0	1	65,727
Clerk Technician	1	0	1	30,689
Service Writer	1	0	1	27,804
Fleet Parts Specialist	1	0	1	37,630
SALARY SUBTOTAL				609,059
OVERTIME				15,000
OTHER PAY				10,582
SALARY TOTAL				634,641
BENEFITS				329,649
TOTAL PERSONAL SERVICES	14	0	14	964,290

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Automatic Tire Inflator System (2)	3,500	3,500
2 Post 8,000 lb Lift	6,000	6,000
Heavy Equipment Alignment Machine	51,000	51,000

TOTAL	60,500	60,500
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: FACILITIES MAINTENANCE

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	536,451	696,307	677,681	736,811
OPERATING EXPENSES	1,922,224	2,058,493	1,978,470	2,378,255
CAPITAL OUTLAY	150,134	1,095,492	1,095,466	110,300
OTHER	18,000	45,877	45,877	-
TOTAL	2,626,809	3,896,169	3,797,494	3,225,366

ACCOUNT SUMMARY

SALARIES	333,900	409,654	394,113	438,332
OVERTIME	9,734	15,000	15,000	15,000
OTHER PAY	8,956	10,912	10,912	7,957
BENEFITS	183,861	260,741	257,656	275,522
PROFESSIONAL SERVICES	351,169	232,949	200,000	175,000
TRAINING & TRAVEL	1,100	2,050	2,050	2,050
UTILITIES	1,137,263	1,195,336	1,160,036	1,434,476
AUTO MAINTENANCE	3,494	4,000	4,000	5,000
OTHER MAINTENANCE	381,456	571,008	557,342	704,335
GAS & OIL	13,045	11,990	11,990	12,990
OTHER SUPPLIES	27,208	33,321	35,213	37,002
OTHER OPERATING COSTS	7,489	7,839	7,839	7,402
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	150,134	1,095,492	1,095,466	110,300
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	18,000	45,877	45,877	-
RESERVES	-	-	-	-
TOTAL	2,626,809	3,896,169	3,797,494	3,225,366

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: FACILITIES MAINTENANCE**

**ACCOUNT
5560-45-4560-519**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Superintendent	1	0	1	65,402
Foreman	1	0	1	44,178
General Tradesworker	6	0	6	184,880
Secretary	1	0	1	38,319
Custodian	4	0	4	105,553
SALARY SUBTOTAL				438,332
OVERTIME				15,000
OTHER PAY				7,957
SALARY TOTAL				461,289
BENEFITS				275,522
TOTAL PERSONAL SERVICES	13	0	13	736,811

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,500	1,500
Water Fountain: Oak Street	2,500	2,500
Water Fountain: Civic Center	2,500	2,500
Copier	4,500	4,500
Propane Gas Broiler	7,000	7,000
Parking Lot Resurface: Mark Durbin Community Center	10,000	10,000
Park Operations Center Restroom Renovation	10,000	10,000
Flooring: Chambers Park	15,000	15,000
Civic Center Automatic Double Entry Door	15,000	15,000
Plumbing: Fire Station 13	18,000	18,000
Scissor Lift	24,300	24,300
TOTAL	110,300	110,300

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

LOCAL OPTION SALES TAX FUND

On June 5, 1990, a referendum was approved for an additional one-cent sales tax within Osceola County. Only major capital items can be funded from this source of revenue. Over the years, bonds have been issued to fund various projects such as Community Redevelopment improvements, a new Service Center, City Hall and Fire Stations as well as park land purchases and improvements.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Local Option Sales				
Tax	\$ 7,985,751	\$ 8,491,000	\$ 8,305,000	\$ 8,638,000
Interest Earnings	95,620	50,000	100,000	50,000
Transfer from Other Funds	427,359	435,204	435,204	-
Fund Balance Carryover	<u>6,167,670</u>	<u>6,356,192</u>	<u>6,112,238</u>	<u>667,347</u>
TOTAL SOURCES	<u>\$ 14,676,400</u>	<u>\$ 15,332,396</u>	<u>\$ 14,952,442</u>	<u>\$ 9,355,347</u>
Sales Tax Projects				
by Department:				
City Manager	\$ 9,276	\$ 204,724	\$ 204,724	\$ -
Development Services	-	400,000	400,000	-
Police	380,609	3,536,407	3,536,407	-
Fire	663,250	23,809	21,948	779,000
Public Works	2,115,574	2,636,943	2,636,943	1,108,000
Parks and Recreation	173,085	1,235,124	1,241,752	635,000
Information Technology	740,371	1,691,889	1,691,889	1,066,000
Debt Service - Capital				
Lease	197,154	-	-	-
Transfers:				
Sales Tax Bonds	4,235,544	4,245,564	4,279,121	4,375,823
Miscellaneous Funds	49,299	272,311	272,311	-
Unrestricted Reserves	<u>6,112,238</u>	<u>1,085,625</u>	<u>667,347</u>	<u>1,391,524</u>
TOTAL USES	<u>\$ 14,676,400</u>	<u>\$ 15,332,396</u>	<u>\$ 14,952,442</u>	<u>\$ 9,355,347</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

TRANSPORTATION IMPACT FUND

This fund accounts for impact fees collected for road and intersection improvements. These charges were initiated in January 1989. The City also collected the County's portion of impact fees which were remitted to the County on a monthly basis. In FY 2003, the transportation impact fees were increased to expand the City's ability to make further improvements to the City's roadway network. The fee increase became effective in FY 2004 and was phased in over a three-year period. In August 2007, the fee was once again increased due to right of way and construction cost increases. During FY 2013, the City implemented mobility fees in lieu of transportation impact fees. In FY 2019, all remaining transportation impact fee loans were paid off and the balance in this fund was transferred to the Local Option Gas Tax Fund and will be used for future road improvements.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transportation Impact Fees	\$ 18,445	\$ -	\$ -	\$ -
Interest Earnings	384	-	85	-
Fund Balance Carryover	<u>41,938</u>	<u>-</u>	<u>60,767</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 60,767</u>	<u>\$ -</u>	<u>\$ 60,852</u>	<u>\$ -</u>
Transfer to Other Funds	\$ -	\$ -	\$ 60,852	\$ -
Restricted Reserves	<u>60,767</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 60,767</u>	<u>\$ -</u>	<u>\$ 60,852</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

MOBILITY FEE FUND

During fiscal year 2013, this fund was established to account for the proceeds of the newly implemented mobility fees. These fees were implemented in lieu of transportation impact fees; therefore, future projects that were previously planned for in the Transportation Impact Fund have been moved to the Mobility Fee Fund. These monies will be used to fund new road construction.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Mobility Fees	\$ 1,837,967	\$ 1,562,500	\$ 1,203,400	\$ 954,200
Other Transportation Charges	-	5,000	-	5,000
Interest Earnings	50,660	50,000	83,000	50,000
Fund Balance Carryover	<u>2,875,085</u>	<u>4,663,368</u>	<u>4,192,795</u>	<u>4,059,362</u>
TOTAL SOURCES	\$ <u>4,763,712</u>	\$ <u>6,280,868</u>	\$ <u>5,479,195</u>	\$ <u>5,068,562</u>
Road Improvements	\$ 124,918	\$ 975,082	\$ 975,082	\$ 500,000
Transfer to Other Funds	445,999	444,751	444,751	443,451
Restricted Reserves	<u>4,192,795</u>	<u>4,861,035</u>	<u>4,059,362</u>	<u>4,125,111</u>
TOTAL USES	\$ <u>4,763,712</u>	\$ <u>6,280,868</u>	\$ <u>5,479,195</u>	\$ <u>5,068,562</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

LOCAL OPTION GAS TAX FUND

This fund was established to account for the proceeds of the Local Option Gas Tax which was authorized by the Osceola County Board of Commissioners and is distributed by Interlocal Agreement as follows:

City of Kissimmee	25.0%
City of St. Cloud	12.5%
Osceola County	62.5%

The City's intention is to utilize these funds to make improvements to City roadways and intersections. Summaries showing personnel and capital outlay for the divisions administered by the Public Works Department begin on the following page.

ACCOUNT	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Local Option Gas Tax	\$ 2,810,722	\$ 2,792,000	\$ 2,800,000	\$ 2,827,000
Interest Earnings	35,691	20,000	50,000	20,000
Miscellaneous Revenue	14,179	3,000	4,200	3,000
Transfer from				
Special Assessments	3,953	5,000	30,000	5,000
Transfer from Other Funds	545,450	221,000	281,852	500,000
Fund Balance Carryover	<u>2,176,992</u>	<u>2,779,561</u>	<u>2,898,133</u>	<u>1,591,731</u>
TOTAL SOURCES	\$ <u>5,586,987</u>	\$ <u>5,820,561</u>	\$ <u>6,064,185</u>	\$ <u>4,946,731</u>
Sidewalks	\$ 474,830	\$ 598,497	\$ 562,699	\$ 766,068
Engineering	539,677	741,406	718,209	576,375
Road Improvements	668,550	2,285,645	2,285,645	776,200
Transfers:				
Gas Tax Notes	882,701	889,390	904,244	920,010
Other Funds	123,096	1,657	1,657	-
Unrestricted Reserves	<u>2,898,133</u>	<u>1,303,966</u>	<u>1,591,731</u>	<u>1,908,078</u>
TOTAL USES	\$ <u>5,586,987</u>	\$ <u>5,820,561</u>	\$ <u>6,064,185</u>	\$ <u>4,946,731</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION(S): SIDEWALKS, ENGINEERING,
ROAD IMPROVEMENTS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	853,128	954,900	902,645	1,007,023
OPERATING EXPENSES	732,296	1,315,941	1,309,213	701,820
CAPITAL OUTLAY	97,633	1,354,707	1,354,695	409,800
OTHER	3,903,930	2,195,013	2,497,632	2,828,088
TOTAL	5,586,987	5,820,561	6,064,185	4,946,731

DUTIES AND FUNCTIONS

These funds are administered by the Public Works Department. Projected collections of this tax are supplemented by transfers of collections received in the Paving Assessment Fund. Funding is provided for the sidewalk program, resurfacing, engineering staff needed to design a large number of projects in-house, and road improvement projects.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Sidewalk Miles Maintained	204	206	208
Linear Feet of Sidewalk Replaced	2,380	2,400	2,400
Cubic Yards of Concrete Poured	275	277	277
Tons of Concrete Recycled	412	416	416
Sidewalk Hazards Repaired	515	550	550
Feet of Curb Replaced	25	30	30
City Roads Maintained (LM)	376	378	378
State Roads Maintained (LM)	56	57	57
Asphalt Tonnage Applied	152	160	165
Road Repairs	1,650	1,700	1,700
Tons of Asphalt Recycled	63	65	65

LM=Lane Miles

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Public Works Department's strategies and initiatives associated with the activities of the Local Option Gas Tax Fund that have been adopted for the coming year.

Provide high-quality City facilities, public infrastructure, and neighborhood improvements that are well maintained and function properly.

Develop a Capital Improvement Plan (CIP) to prioritize the essential needs, repairs, and updates/upgrades of City facilities, infrastructure, and improvements.

Improve the process of identifying and prioritizing projects listed in the department's 5-year Capital Improvement Plan (CIP) and seek necessary funding.

Partner with MetroPlan Orlando to add Hoagland Boulevard Phase IV (North of 192) to its long-range funding plan.

Evaluate the process for estimating both the design and construction costs for future City projects and identify areas of improvement in the process.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION: SIDEWALKS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	376,814	436,542	400,623	470,428
OPERATING EXPENSES	90,299	93,955	94,088	97,640
CAPITAL OUTLAY	7,717	68,000	67,988	198,000
OTHER	2,776	-	-	-
TOTAL	477,606	598,497	562,699	766,068

ACCOUNT SUMMARY

SALARIES	218,562	265,795	232,713	288,119
OVERTIME	944	2,500	1,800	2,500
OTHER PAY	5,352	5,626	6,042	6,105
BENEFITS	151,956	162,621	160,068	173,704
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	1,577	1,475	1,325	1,490
UTILITIES	449	456	450	888
AUTO MAINTENANCE	24,182	28,864	27,100	29,364
OTHER MAINTENANCE	-	200	150	200
GAS & OIL	11,535	11,000	11,400	11,600
OTHER SUPPLIES	40,672	39,847	41,550	42,272
OTHER OPERATING COSTS	100	100	100	100
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	11,784	12,013	12,013	11,726
CAPITAL OUTLAY	7,717	68,000	67,988	198,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	2,776	-	-	-
RESERVES	-	-	-	-
TOTAL	477,606	598,497	562,699	766,068

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: SIDEWALKS**

**ACCOUNT
1104-45-4564-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
* Lead Foreman	0	0	0	31,011
** Assistant Director	0	0	0	9,304
Foreman	1	0	1	62,572
Equipment Operator II	4	0	4	143,023
Heavy Equipment Operator	1	0	1	42,209
* Position is split 50/50% with General Fund; headcount in General Fund.				
** Position split 40/40/10/10% with Stormwater/Sanitation/General Fund/Gas Tax; headcount in Sanitation Fund.				
SALARY SUBTOTAL				288,119
OVERTIME				2,500
OTHER PAY				6,105
SALARY TOTAL				296,724
BENEFITS				173,704
TOTAL PERSONAL SERVICES	6	0	6	470,428

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Patch Truck	198,000	198,000

TOTAL	198,000	198,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION: ENGINEERING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	476,314	518,358	502,022	536,595
OPERATING EXPENSES	32,982	172,385	165,524	37,980
CAPITAL OUTLAY	30,381	50,663	50,663	1,800
OTHER	-	-	-	-
TOTAL	539,677	741,406	718,209	576,375

ACCOUNT SUMMARY

SALARIES	333,083	351,986	337,177	371,244
OVERTIME	-	-	-	-
OTHER PAY	1,349	2,572	2,206	2,183
BENEFITS	141,882	163,800	162,639	163,168
PROFESSIONAL SERVICES	21,854	145,664	145,664	20,000
TRAINING & TRAVEL	726	2,900	2,921	3,400
UTILITIES	1,346	1,300	1,201	1,540
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	9,098	3,498	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	9,056	13,423	12,240	13,040
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	30,381	50,663	50,663	1,800
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	539,677	741,406	718,209	576,375

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ENGINEERING**

**ACCOUNT
1104-45-4520-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Engineer III	1	0	1	73,425
Lead Engineering Technician	1	0	1	72,118
* Financial Analyst	0	0	0	14,420
Secretary	1	0	1	30,773
Engineer I	2	0	2	132,707
Clerk Technician	1	0	1	29,309
** Senior Project Manager	0	0	0	18,492
* Position split 40/40/20% with Stormwater/Sanitation/Gas Tax headcount in Stormwater.				
** Position split 75/25% with General Fund/ Gas Tax; headcount in General Fund				
SALARY SUBTOTAL				371,244
OVERTIME				-
OTHER PAY				2,183
SALARY TOTAL				373,427
BENEFITS				163,168
TOTAL PERSONAL SERVICES	6	0	6	536,595

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,800	1,800

TOTAL	1,800	1,800
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION: ROAD IMPROVEMENTS

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	609,015	1,049,601	1,049,601	566,200
CAPITAL OUTLAY	59,535	1,236,044	1,236,044	210,000
OTHER	3,901,154	2,195,013	2,497,632	2,828,088
TOTAL	4,569,704	4,480,658	4,783,277	3,604,288

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	66,182	66,200	66,200	66,200
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	542,833	983,401	983,401	500,000
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	59,535	1,236,044	1,236,044	210,000
DEBT SERVICE				
TRANSFER TO OTHER FUNDS	1,003,021	891,047	905,901	920,010
RESERVES	2,898,133	1,303,966	1,591,731	1,908,078
TOTAL	4,569,704	4,480,658	4,783,277	3,604,288

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ROAD IMPROVEMENTS**

**ACCOUNT
1104-45-4565-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	

SALARY SUBTOTAL	
OVERTIME	
OTHER PAY	
SALARY TOTAL	
BENEFITS	
TOTAL PERSONAL SERVICES	

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION	
	AMOUNT	MOBILITY	THIS DIVISION
Neighborhood Street Light Infill Program	10,000		10,000
Intelligent Transportation System	50,000		50,000
Neptune Road Improvements	150,000		150,000
Hoagland Boulevard: US 192/Carroll Street	500,000	500,000	

TOTAL	710,000	500,000	210,000
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

PAVING ASSESSMENT FUND

This fund accounts for the collection of paving and sidewalk assessments. Collections are transferred to the Local Option Gas Tax Fund where the total cost of road and sidewalk improvements are budgeted and accounted for.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Assessments	\$ 28,660	\$ 45,000	\$ 55,000	\$ 28,000
Interest Earnings	<u>10</u>	<u>-</u>	<u>200</u>	<u>-</u>
TOTAL SOURCES	\$ <u>28,670</u>	\$ <u>45,000</u>	\$ <u>55,200</u>	\$ <u>28,000</u>
Other Operating Costs	\$ 24,717	\$ 40,000	\$ 25,200	\$ 23,000
Transfers to Other Funds	<u>3,953</u>	<u>5,000</u>	<u>30,000</u>	<u>5,000</u>
TOTAL USES	\$ <u>28,670</u>	\$ <u>45,000</u>	\$ <u>55,200</u>	\$ <u>28,000</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

JOHN YOUNG PARKWAY OVERPASS BIKE PATH FUND

During FY 2011, the City Commission authorized the transfer of Gas Tax reserves to fund cost estimating and design management services associated with the Kissimmee Trail Bridge. This fund was established to account for those expenses. This grant was fully expended and closed in fiscal year 2018.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Fund Balance				
Carryover	\$ 357	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 357	\$ -	\$ -	\$ -
Transfer to Other Funds	\$ 357	\$ -	\$ -	\$ -
TOTAL USES	\$ 357	\$ -	\$ -	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK TRAIL GRANT FUND

This fund was established to account for a grant from the Florida Department of Transportation (FDOT) for the purpose of designing a 12-foot wide, multi-use, paved surface that connects the Orange/Osceola County line with the City's trails along Lake Tohopekaliga. Funding for the project is provided solely by FDOT with no match required by the City.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ 94	\$ -
Fund Balance Carryover	-	4,588	4,494	-
TOTAL SOURCES	\$ -	\$ 4,588	\$ 4,588	\$ -
Capital Outlay	\$ -	\$ 4,588	\$ 4,588	\$ -
TOTAL USES	\$ -	\$ 4,588	\$ 4,588	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK REGIONAL TRAIL CONSTRUCTION GRANT FUND

This fund was established to account for a \$3,085,032 grant from the Florida Department of Transportation (FDOT) for the purpose of constructing a 12-foot wide, multi-use, paved surface that connects the Orange/Osceola County line with the City's trails along Lake Tohopekaliga. Funding for the project is provided solely by FDOT with no match required by the City.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 990,341	\$ -	\$ -	\$ -
Fund Balance Carryover	<u>(922,249)</u>	<u>68,092</u>	<u>68,092</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 68,092</u>	<u>\$ 68,092</u>	<u>\$ 68,092</u>	<u>\$ -</u>
Capital Outlay	\$ -	\$ 68,092	\$ 68,092	\$ -
Unrestricted Reserves	<u>68,092</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 68,092</u>	<u>\$ 68,092</u>	<u>\$ 68,092</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK REGIONAL TRAIL DESIGN GRANT FUND

This fund was established to account for a \$1,912,079 grant from the Florida Department of Transportation (FDOT) for the purpose of designing sequence tow of a 14-foot wide, multi-use, paved surface that connects the Orange/Osceola County line with the City's trails along Lake Tohopekaliga. Funding for the project is provided solely by FDOT with no match required by the City. In FY 2019, the City was awarded an additional \$381,727 from FDOT.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 278,434	\$ 381,727	\$ 691,839	\$ -
Transfer from General Fund	800	-	-	-
Fund Balance Carryover	<u>(126,330)</u>	<u>291,848</u>	<u>(18,264)</u>	<u>-</u>
TOTAL SOURCES	\$ <u>152,904</u>	\$ <u>673,575</u>	\$ <u>673,575</u>	\$ <u>-</u>
Capital Outlay	\$ 171,168	\$ 673,575	\$ 673,575	\$ -
Unrestricted Reserves	<u>(18,264)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>152,904</u>	\$ <u>673,575</u>	\$ <u>673,575</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK REGIONAL TRAIL PHASE 2A GRANT FUND

This fund was established to account for a \$577,834 grant from the Florida Department of Transportation (FDOT) for the purpose of constructing a 1.5 mile-long 12-14 foot wide multi-use recreational trail along the east side of Shingle Creek. Funding for this project is provided solely by FDOT with no match required by the City; however, some monies have been transferred from other funds for expenditures not covered by the grant.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 212,516	\$ -	\$ 458,850	\$ -
Transfer from Other Funds	118,620	1,657	1,657	-
Fund Balance Carryover	<u>6,425</u>	<u>83,428</u>	<u>(375,422)</u>	<u>-</u>
TOTAL SOURCES	\$ <u>337,561</u>	\$ <u>85,085</u>	\$ <u>85,085</u>	\$ <u>-</u>
Capital Outlay	\$ 712,983	\$ 85,085	\$ 85,085	\$ -
Unrestricted Reserves	<u>(375,422)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>337,561</u>	\$ <u>85,085</u>	\$ <u>85,085</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK REGIONAL TRAIL PHASE 1B GRANT FUND

This fund was established to account for a \$2,230,000 grant from the Florida Department of Transportation (FDOT) for the purpose of constructing a .85 mile long 12-14 foot wide fiber reinforced concrete trail. Funding for this project is provided solely by FDOT with no match required by the City.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ 2,230,000	\$ -
Fund Balance Carryover	-	1,990,361	(219,901)	-
TOTAL SOURCES	\$ -	\$ 1,990,361	\$ 2,010,099	\$ -
Capital Outlay	\$ 219,901	\$ 1,990,361	\$ 2,010,099	\$ -
Unrestricted Reserves	(219,901)	-	-	-
TOTAL USES	\$ -	\$ 1,990,361	\$ 2,010,099	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK REGIONAL TRAIL SOUTH PHASE 1A GRANT FUND

This fund was established to account for a \$200,000 grant from the Florida Department of Environmental Protection (FDEP) for the purpose of developing a new multi-purpose trail with a nature observation boardwalk and landscaping. This grant requires a 50% match from the City. The original match was provided from the Recreation Impact Fund. In FY 2019, additional monies from the Recreation Impact Fund are being transferred to this project due to the overall cost to construct this portion of the trail.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ 200,000	\$ -
Transfer from Other Funds	-	166,300	166,300	-
Fund Balance Carryover	<u>250,000</u>	<u>449,001</u>	<u>249,001</u>	<u>-</u>
TOTAL SOURCES	\$ <u>250,000</u>	\$ <u>615,301</u>	\$ <u>615,301</u>	\$ <u>-</u>
Capital Outlay	\$ 999	\$ 615,301	\$ 615,301	\$ -
Unrestricted Reserves	<u>249,001</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>250,000</u>	\$ <u>615,301</u>	\$ <u>615,301</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK REGIONAL TRAIL TOHO VISTA AMENITIES GRANT FUND

This fund was established to account for an \$81,932 grant from the Florida Department of Environmental Protection (FDEP) for the purpose of installing above-ground amenities along the Toho Vista trail segment. This grant requires a 20% match from the City which is being provided by the Recreation Impact Fund.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ 81,932	\$ 81,932	\$ -
Transfer from Other Funds	-	20,483	20,483	-
TOTAL SOURCES	\$ -	\$ 102,415	\$ 102,415	\$ -
Capital Outlay	\$ -	\$ 102,415	\$ 102,415	\$ -
TOTAL USES	\$ -	\$ 102,415	\$ 102,415	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SHINGLE CREEK REGIONAL TRAIL TOHO-VALENCIA TRAIL II GRANT FUND

This fund was established to account for a \$99,081 grant from the Florida Department of Transportation (FDOT) for the construction of roadways associated with the Toho-Valencia Trail. Funding for this project is provided solely by FDOT with no match required by the City.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ 99,081	\$ -
Fund Balance Carryover	-	99,081	-	-
TOTAL SOURCES	\$ -	\$ 99,081	\$ 99,081	\$ -
Capital Outlay	\$ -	\$ 99,081	\$ 99,081	\$ -
TOTAL USES	\$ -	\$ 99,081	\$ 99,081	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

KISSIMMEE PEDESTRIAN BRIDGE GRANT FUND

This City was awarded \$8,239,942 by the Florida Department of Transportation (FDOT) to construct a pedestrian bridge over John Young Parkway. The pedestrian bridge connects directly to the existing trail on the west side of John Young Parkway. This grant was fully expended and closed in fiscal year 2018.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Fund Balance				
Carryover	\$ 26,031	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 26,031	\$ -	\$ -	\$ -
Transfer to Other Funds	\$ 26,031	\$ -	\$ -	\$ -
TOTAL USES	\$ 26,031	\$ -	\$ -	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

WEST OAK STREET INTERSECTION IMPROVEMENTS DESIGN GRANT FUND

This fund was established to account for a \$450,000 grant from the Florida Department of Transportation (FDOT) for the purpose of designing the widening of West Oak Street and the intersection with John Young Parkway. Funding for this project is provided solely by FDOT with no match required by the City; however, some monies have been transferred from other funds for expenditures not covered by the grant. This grant was fully expended and closed in fiscal year 2018.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transfer from Other Funds	\$ 276	\$ -	\$ -	\$ -
Fund Balance Carryover	<u>43</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL SOURCES	\$ <u>319</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
Capital Outlay	\$ <u>319</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
TOTAL USES	\$ <u>319</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

TRAFFIC SIGNAL CABINET UPGRADE GRANT FUND

This fund was established to account for a \$936,000 grant from the Florida Department of Transportation (FDOT) for the purpose of upgrading the traffic signal cabinets in the City. Funding for this project is provided solely by FDOT with no match required by the City; however, some funds have been transferred from the Local Option Gas Tax Fund for expenditures not covered by the grant. This grant was fully expended and closed in fiscal year 2018.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Fund Balance Carryover	\$ 14,044	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 14,044	\$ -	\$ -	\$ -
Transfer to Other Funds	\$ 14,044	\$ -	\$ -	\$ -
TOTAL USES	\$ 14,044	\$ -	\$ -	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

JOHN YOUNG PARKWAY/WEST OAK STREET IMPROVEMENTS GRANT FUND

This fund was established to account for a \$1,679,133 grant from the Florida Department of Transportation (FDOT) for the purpose of obtaining the right-of-way needed to widen and realign West Oak Street at John Young Parkway. At this time, it is not anticipated that the City will need to provide any match monies.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 123,470	\$ -	\$ 1,535,278	\$ -
Fund Balance Carryover	<u>(18,504)</u>	<u>1,472,594</u>	<u>(62,684)</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 104,966</u>	<u>\$ 1,472,594</u>	<u>\$ 1,472,594</u>	<u>\$ -</u>
Capital Outlay	167,650	1,472,594	1,472,594	-
Unrestricted Reserves	<u>\$ (62,684)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL USES	<u>\$ 104,966</u>	<u>\$ 1,472,594</u>	<u>\$ 1,472,594</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

BUILDING FUND

Although administered as a division of Development Services, the Building Fund is a special revenue fund that accounts separately for various permits and plan checking fees as well as the expenses associated with building/fire inspections and permitting.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Building Permits	\$ 2,691,159	\$ 1,900,000	\$ 2,000,000	\$ 1,900,000
Electrical Permits	97,063	75,000	85,000	75,000
Plumbing Permits	34,144	30,000	35,000	35,000
Mechanical Permits	32,480	30,000	25,000	25,000
Impact Fee Allowance	87,229	100,000	40,000	40,000
Plan Checking Fees	39,684	30,000	10,000	10,000
Interest Earnings	62,091	50,000	105,000	85,000
Miscellaneous	103,255	35,000	39,000	39,000
Transfer from General Fund	30,000	40,000	40,000	40,000
Fund Balance Carryover	<u>3,381,828</u>	<u>4,676,348</u>	<u>5,544,946</u>	<u>5,618,466</u>
TOTAL SOURCES	\$ <u>6,558,933</u>	\$ <u>6,966,348</u>	\$ <u>7,923,946</u>	\$ <u>7,867,466</u>
Personal Services	\$ 855,519	\$ 1,400,812	\$ 1,113,477	\$ 1,603,866
Operating Costs	110,588	382,568	338,324	257,385
Capital Outlay	32,880	797,679	797,679	24,700
Transfer to Other Funds	15,000	56,000	56,000	-
Unrestricted Reserves	<u>5,544,946</u>	<u>4,329,289</u>	<u>5,618,466</u>	<u>5,981,515</u>
TOTAL USES	\$ <u>6,558,933</u>	\$ <u>6,966,348</u>	\$ <u>7,923,946</u>	\$ <u>7,867,466</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION(S): BUILDING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	855,519	1,400,812	1,113,477	1,603,866
OPERATING EXPENSES	110,588	382,568	338,324	257,385
CAPITAL OUTLAY	32,880	797,679	797,679	24,700
OTHER	5,559,946	4,385,289	5,674,466	5,981,515
TOTAL	6,558,933	6,966,348	7,923,946	7,867,466

DUTIES AND FUNCTIONS

Principal activities of the Development Services Building division include: enforcement of the building code regulations; issuance of all occupational licenses (business tax receipts) and construction agreements; providing staff support to the Development Review Committee; and all building permit activity including plan review, permit issuance, and inspections.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2018	ESTIMATE 2019	BUDGET 2020
Occupational Licenses Issued	4,587	4,700	4,750
Total Permits Issued	6,040	5,700	5,800
Building Related Revenues	\$2,854,846	\$2,145,000	\$2,035,000
Inspections	10,505	9,000	9,000
Single Family COs Issued	357	325	325
Commercial COs Issued	82	55	60
Fire Inspections	1,345	1,392	1,441

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Development Services Department's strategies and initiatives associated with the activities of the Building Fund that have been adopted for the coming year.

Improve and maintain the Development Services customer service experience.

Implement new permitting, code enforcement, and development review software.

Add necessary staff to improve effectiveness.

Develop an improved method for customer service feedback.

Continue to implement recommendations from the department's process study.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: BUILDING

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	855,519	1,400,812	1,113,477	1,603,866
OPERATING EXPENSES	110,588	382,568	338,324	257,385
CAPITAL OUTLAY	32,880	797,679	797,679	24,700
OTHER	5,559,946	4,385,289	5,674,466	5,981,515
TOTAL	6,558,933	6,966,348	7,923,946	7,867,466

ACCOUNT SUMMARY

SALARIES	529,178	921,395	685,321	1,064,273
OVERTIME	15,702	20,134	26,148	27,020
OTHER PAY	9,139	12,134	10,425	11,102
BENEFITS	301,500	447,149	391,583	501,471
PROFESSIONAL SERVICES	48,120	301,263	281,263	180,000
TRAINING & TRAVEL	7,282	13,460	5,500	12,725
UTILITIES	2,840	4,240	2,500	4,140
AUTO MAINTENANCE	4,289	4,200	1,500	4,200
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	3,379	4,000	2,500	4,000
OTHER SUPPLIES	25,029	31,016	20,350	29,056
OTHER OPERATING COSTS	2,081	2,750	3,072	4,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	17,568	21,639	21,639	19,264
CAPITAL OUTLAY	32,880	797,679	797,679	24,700
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	15,000	56,000	56,000	-
RESERVES	5,544,946	4,329,289	5,618,466	5,981,515
TOTAL	6,558,933	6,966,348	7,923,946	7,867,466

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: BUILDING**

**ACCOUNT
1120-40-4010-524**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Building Official	1	0	1	92,598
Building Inspector III	1	0	1	77,487
Chief Plan Reviewer	1	0	1	79,958
Plan Reviewer	2	0	2	94,758
Building Inspector I	2	0	2	82,688
Permit Technician	6	0	6	206,655
Permit Coordinator	1	0	1	39,957
Permit Supervisor	1	0	1	63,582
* Assistant Director	0	0	0	57,765
^ Clerk Technician	0	1	1	20,936
Enterprise Application Administrator	1	0	1	58,600
** Director	0	0	0	34,770
Fire Inspector	2	0	2	86,382
Fire Prevention Supervisor	1	0	1	68,137
* Position split 50/50% with the Planning Division; headcount in General Fund				
** Position split 65/25/10% with the General Fund, Building Fund and CRA Fund; headcount in General Fund				
^ Position split 75/25% with the Building Fund and General Fund				
SALARY SUBTOTAL				1,064,273
OVERTIME				27,020
OTHER PAY				11,102
SALARY TOTAL				1,102,395
BENEFITS				501,471
TOTAL PERSONAL SERVICES	19	1	20	1,603,866

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION	
	AMOUNT	THIS DIVISION	
Personal Computer (3)	4,700	4,700	
Customer Queuing System	20,000	20,000	
TOTAL	24,700	24,700	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

DOWNTOWN COMMUNITY REDEVELOPMENT FUND

This fund was established to account for the financial activity of the Downtown Community Redevelopment Agency (CRA). Revenue is received based on the incremental increase in assessed value within the CRA's boundaries.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Intergovernmental				
Revenue	\$ 932,371	\$ 1,149,266	\$ 1,174,340	\$ 1,253,047
Interest Earnings	23,470	5,000	35,000	30,000
Miscellaneous Revenue	61,557	58,623	58,623	60,384
Transfer from General				
Fund	643,656	793,388	810,697	865,033
Fund Balance Carryover	<u>933,102</u>	<u>348,374</u>	<u>1,158,775</u>	<u>1,213,936</u>
TOTAL SOURCES	\$ <u>2,594,156</u>	\$ <u>2,354,651</u>	\$ <u>3,237,435</u>	\$ <u>3,422,400</u>
Professional Services	\$ 15,685	\$ 20,645	\$ 20,645	\$ 167,000
Other Operating Costs	35,330	285,265	253,088	277,805
General Fund Admin Cost	152,532	173,451	173,451	106,412
Capital Outlay	588,362	436,160	436,160	703,300
Aid to Private Organizations	-	425,000	425,000	639,528
Transfer to Other Funds	643,472	669,649	715,155	932,136
Unrestricted Reserves	<u>1,158,775</u>	<u>344,481</u>	<u>1,213,936</u>	<u>596,219</u>
TOTAL USES	\$ <u>2,594,156</u>	\$ <u>2,354,651</u>	\$ <u>3,237,435</u>	\$ <u>3,422,400</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION(S): DOWNTOWN COMMUNITY
REDEVELOPMENT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	203,547	904,361	872,184	1,190,745
CAPITAL OUTLAY	588,362	436,160	436,160	703,300
OTHER	1,802,247	1,014,130	1,929,091	1,528,355
TOTAL	2,594,156	2,354,651	3,237,435	3,422,400

DUTIES AND FUNCTIONS

The Community Redevelopment Agency Fund was established by Ordinance # 1893 which was adopted by the City Commission on June 8, 1993. Pursuant to Florida Statute 163.387, the Community Redevelopment Agency (CRA) receives the incremental increase in ad valorem taxes on real property within the redevelopment area. Annual payments are required by the City and County based on the cumulative increase above the area's 1992 total taxable value. To initiate some of the planned improvements, a bank loan was secured in December 1994. The loan was refunded in FY 2015 to provide additional debt service relief by extending the maturity date to 2030.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STRATEGIES AND INITIATIVES

Listed below are the Vine Street and Downtown Community Redevelopment Agencies' (CRA) strategies and initiatives adopted for the coming year.

Community Redevelopment Agency districts improvement and growth.

Hire a CRA Manager to oversee both the Downtown and Vine Street CRAs.

Adopt and apply form-based code to both CRA districts.

Continue to work with Mosaic Development on Phases 1 and 2.

Begin planning and marketing Beaumont site for possible public/private partnership.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION(S): DOWNTOWN COMMUNITY
REDEVELOPMENT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	203,547	904,361	872,184	1,190,745
CAPITAL OUTLAY	588,362	436,160	436,160	703,300
OTHER	1,802,247	1,014,130	1,929,091	1,528,355
TOTAL	2,594,156	2,354,651	3,237,435	3,422,400

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	15,685	20,645	20,645	167,000
TRAINING & TRAVEL	552	2,195	1,500	3,100
UTILITIES	994	13,290	5,000	5,920
AUTO MAINTENANCE	1,438	-	29	-
OTHER MAINTENANCE	6,265	107,000	107,000	107,000
GAS & OIL	-	-	-	-
OTHER SUPPLIES	4,313	122,530	118,250	121,285
OTHER OPERATING COSTS	21,768	465,250	446,309	680,028
CHARGES BY OTHER FUNDS	152,532	173,451	173,451	106,412
INSURANCE	-	-	-	-
CAPITAL OUTLAY	588,362	436,160	436,160	703,300
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	643,472	669,649	715,155	932,136
RESERVES	1,158,775	344,481	1,213,936	596,219
TOTAL	2,594,156	2,354,651	3,237,435	3,422,400

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: DOWNTOWN COMMUNITY REDEVELOPMENT**

**ACCOUNT
1107-10-1050-559**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	

NONE

SALARY SUBTOTAL	-
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	-
BENEFITS	-
TOTAL PERSONAL SERVICES	-

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Tablet Computer	1,400	1,400
Personal Computer	1,900	1,900
Downtown Hardscape Improvements	200,000	200,000
Church Street Parking	500,000	500,000

TOTAL	703,300	703,300
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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

VINE STREET COMMUNITY REDEVELOPMENT FUND

This fund was established to account for the financial activity of the Vine Street Community Redevelopment Agency (CRA). Revenue is received based on the incremental increase in assessed value within the CRA's boundaries.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Intergovernmental				
Revenue	\$ 74,105	\$ 179,084	\$ 206,527	\$ 348,954
Interest Earnings	1,704	4,000	6,800	5,000
Transfer from General				
Fund	69,428	167,783	193,494	326,933
Fund Balance Carryover	<u>-</u>	<u>144,733</u>	<u>145,237</u>	<u>534,333</u>
TOTAL SOURCES	\$ <u>145,237</u>	\$ <u>495,600</u>	\$ <u>552,058</u>	\$ <u>1,215,220</u>
General Fund Admin Cost	\$ -	\$ 13,725	\$ 13,725	\$ 106,411
Operating Costs	-	2,100	2,100	-
Capital Outlay	-	1,900	1,900	-
Aid to Private Organizations	-	-	-	245,684
Unrestricted Reserves	<u>145,237</u>	<u>\$ 477,875</u>	<u>\$ 534,333</u>	<u>\$ 863,125</u>
TOTAL USES	\$ <u>145,237</u>	\$ <u>495,600</u>	\$ <u>552,058</u>	\$ <u>1,215,220</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2013 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

During 2014, the City was awarded a \$491,359 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 119,370	\$ -	\$ 115,739	\$ -
Fund Balance Carryover	<u>(18,150)</u>	<u>85,999</u>	<u>(29,740)</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 101,220</u>	<u>\$ 85,999</u>	<u>\$ 85,999</u>	<u>\$ -</u>
Professional Services	\$ 130,960	\$ 85,999	\$ 85,994	\$ -
Operating Costs	-	-	5	-
Unrestricted Reserves	<u>(29,740)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 101,220</u>	<u>\$ 85,999</u>	<u>\$ 85,999</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2014 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

During 2015, the City was awarded a \$513,694 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 102,613	\$ -	\$ 11,045	\$ -
Fund Balance Carryover	<u>24,366</u>	<u>6,233</u>	<u>(4,812)</u>	<u>-</u>
TOTAL SOURCES	\$ <u>126,979</u>	\$ <u>6,233</u>	\$ <u>6,233</u>	\$ <u>-</u>
Capital Outlay	\$ 131,791	\$ 6,233	\$ 6,233	\$ -
Unrestricted Reserves	<u>(4,812)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>126,979</u>	\$ <u>6,233</u>	\$ <u>6,233</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2015 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

In 2016, the City was awarded a \$526,371 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 186,751	\$ -	\$ 98,242	\$ -
Transfer from General Fund	7,875	-	-	-
Fund Balance Carryover	<u>(6,946)</u>	<u>90,887</u>	<u>(7,355)</u>	<u>-</u>
TOTAL SOURCES	\$ <u>187,680</u>	\$ <u>90,887</u>	\$ <u>90,887</u>	\$ <u>-</u>
Professional Services	\$ 139,635	\$ 90,887	\$ 90,887	\$ -
Capital Outlay	55,400	-	-	-
Unrestricted Reserves	<u>(7,355)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>187,680</u>	\$ <u>90,887</u>	\$ <u>90,887</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2016 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

In 2017, the City was awarded a \$553,874 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 168,537	\$ -	\$ 11,744	\$ -
Fund Balance Carryover	<u>(6,301)</u>	<u>5,443</u>	<u>(6,301)</u>	<u>-</u>
TOTAL SOURCES	\$ <u>162,236</u>	\$ <u>5,443</u>	\$ <u>5,443</u>	\$ <u>-</u>
Professional Services	\$ -	\$ 5,000	\$ 5,000	\$ -
Operating Costs	10,452	443	443	-
Capital Outlay	158,085	-	-	-
Unrestricted Reserves	<u>(6,301)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>162,236</u>	\$ <u>5,443</u>	\$ <u>5,443</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2017 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

In 2018, the City was awarded a \$576,285 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 545,731	\$ -	\$ 30,554	\$ -
Miscellaneous	5,204	-	-	-
Fund Balance Carryover	-	35,759	5,205	-
TOTAL SOURCES	\$ 550,935	\$ 35,759	\$ 35,759	\$ -
Personal Services	\$ 151,017	\$ -	\$ 2,884	\$ -
Professional Services	3,175	2,279	2,222	-
Operating Costs	244,538	33,480	30,653	-
Capital Outlay	147,000	-	-	-
Unrestricted Reserves	5,205	-	-	-
TOTAL USES	\$ 550,935	\$ 35,759	\$ 35,759	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2018 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

In 2019, the City will be awarded a \$670,003 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ 670,003	\$ 670,003	\$ -
TOTAL SOURCES	\$ -	\$ 670,003	\$ 670,003	\$ -
Personal Services	\$ -	\$ 162,871	\$ 152,222	\$ -
Professional Services	-	10,997	10,997	-
Operating Costs	-	346,135	356,784	-
Capital Outlay	-	150,000	150,000	-
TOTAL USES	\$ -	\$ 670,003	\$ 670,003	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2019 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

In 2019, the City will be awarded a \$661,559 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ -	\$ 661,559
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ 661,559
Personal Services	\$ -	\$ -	\$ -	\$ 146,366
Professional Services	-	-	-	114,291
Operating Costs	-	-	-	400,902
TOTAL USES	\$ -	\$ -	\$ -	\$ 661,559

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: 2019 CDBG ENTITLEMENT GRANT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	146,366
OPERATING EXPENSES	-	-	-	515,193
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	-	-	-	661,559

DUTIES AND FUNCTIONS

In 2004, when the population of the City of Kissimmee exceeded 50,000, Kissimmee became eligible to receive federal funds on an annual basis through the Community Development Block Grant (CDBG) program. This program is administered by the U.S. Department of Housing and Urban Development (HUD). The CDBG program's goal is to develop viable urban communities by assisting low to moderate income households through physical development programs to:

- provide decent housing
- provide a suitable living environment
- expand economic opportunities

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: 2019 CDBG ENTITLEMENT GRANT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	146,366
OPERATING EXPENSES	-	-	-	515,193
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	-	-	-	661,559

ACCOUNT SUMMARY

SALARIES	-	-	-	100,199
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	46,167
PROFESSIONAL SERVICES	-	-	-	114,291
TRAINING & TRAVEL	-	-	-	5,600
UTILITIES	-	-	-	780
AUTO MAINTENANCE	-	-	-	1,500
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	2,100
OTHER SUPPLIES	-	-	-	5,641
OTHER OPERATING COSTS	-	-	-	385,281
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	-	-	-	661,559

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: 2019 CDBG ENTITLEMENT GRANT**

**ACCOUNT
1012-25-2510-515**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Community Development Program Coordinator	1	0	1	49,080
Code Enforcement Officer	1	0	1	41,257
* Grant Writer	0	0	0	5,403
Clerk (part-time)	1	0	1	4,459

* Portion of salary to be paid from General Fund;
headcount included in General Fund.

SALARY SUBTOTAL	100,199
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	100,199
BENEFITS	46,167
TOTAL PERSONAL SERVICES	146,366

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION THIS DIVISION
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TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2013 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2013, the City was awarded \$111,247 by the Florida Housing Finance Corporation. These funds are being used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance. In previous years, Osceola County managed the City's SHIP program; therefore, the City received an additional \$27,009 from Osceola County for funds that remained from a previous year's allotment. This additional funding increased the total State funding to \$138,256; the remaining is anticipated to be spent in FY 2019.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Interest Earnings	\$ 45	\$ -	\$ -	\$ -
Fund Balance Carryover	<u>3,408</u>	<u>3,453</u>	<u>3,453</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 3,453</u>	<u>\$ 3,453</u>	<u>\$ 3,453</u>	<u>\$ -</u>
Operating Costs	\$ -	\$ 3,453	\$ 3,453	\$ -
Unrestricted Reserves	<u>3,453</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 3,453</u>	<u>\$ 3,453</u>	<u>\$ 3,453</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2014 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2014, the City was awarded \$314,441 by the Florida Housing Finance Corporation. These funds are being used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ 17	\$ -
Interest Earnings	754	-	-	-
Fund Balance Carryover	<u>56,962</u>	<u>57,733</u>	<u>57,716</u>	<u>-</u>
TOTAL SOURCES	\$ <u><u>57,716</u></u>	\$ <u><u>57,733</u></u>	\$ <u><u>57,733</u></u>	\$ <u><u>-</u></u>
Professional Services	\$ -	\$ 57,733	\$ 57,733	\$ -
Unrestricted Reserves	<u>57,716</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u><u>57,716</u></u>	\$ <u><u>57,733</u></u>	\$ <u><u>57,733</u></u>	\$ <u><u>-</u></u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2015 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2015, the City was awarded \$313,840 by the Florida Housing Finance Corporation. These funds are being used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Interest Earnings	\$ 1,317	\$ -	\$ -	\$ -
Fund Balance Carryover	<u>151,419</u>	<u>54,304</u>	<u>54,304</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 152,736</u>	<u>\$ 54,304</u>	<u>\$ 54,304</u>	<u>\$ -</u>
Professional Services	\$ 98,432	\$ 54,304	\$ 54,304	\$ -
Unrestricted Reserves	<u>54,304</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 152,736</u>	<u>\$ 54,304</u>	<u>\$ 54,304</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2016 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2016, the City was awarded \$424,326 by the Florida Housing Finance Corporation (FHFC). These funds are being used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance. FHFC awarded another \$9,609 and \$4,218 to be used for housing counseling and additional distributions, respectively. With these additional amounts, the total funding for the 2016 SHIP grant is \$438,153.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Interest Earnings	\$ 3,210	\$ -	\$ -	\$ -
Fund Balance Carryover	<u>339,429</u>	<u>170,922</u>	<u>170,922</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 342,639</u>	<u>\$ 170,922</u>	<u>\$ 170,922</u>	<u>\$ -</u>
Professional Services	\$ 171,532	\$ -	\$ -	\$ -
Operating Costs	185	170,922	170,922	-
Unrestricted Reserves	<u>170,922</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 342,639</u>	<u>\$ 170,922</u>	<u>\$ 170,922</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2017 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2017, the City was awarded \$296,240 by the Florida Housing Finance Corporation. These funds are being used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 334,676	\$ -	\$ -	\$ -
Interest Earnings	2,097	-	-	-
Fund Balance Carryover	-	207,503	207,503	-
TOTAL SOURCES	\$ <u>336,773</u>	\$ <u>207,503</u>	\$ <u>207,503</u>	\$ <u>-</u>
Personal Services	\$ 26,857	\$ -	\$ 310	\$ -
Professional Services	101,934	207,503	207,193	-
Operating Costs	479	-	-	-
Unrestricted Reserves	207,503	-	-	-
TOTAL USES	\$ <u>336,773</u>	\$ <u>207,503</u>	\$ <u>207,503</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2018 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2018, the City was awarded \$114,224 by the Florida Housing Finance Corporation. These funds are being used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ 114,224	\$ 114,224	\$ -
Transfers from General Fund	40,210	-	-	-
Fund Balance Carryover	-	40,210	40,210	-
TOTAL SOURCES	\$ 40,210	\$ 154,434	\$ 154,434	\$ -
Personal Services	\$ -	\$ 11,422	\$ 14,926	\$ -
Professional Services	-	141,162	137,658	-
Operating Costs	-	1,850	1,850	-
Unrestricted Reserves	40,210	-	-	-
TOTAL USES	\$ 40,210	\$ 154,434	\$ 154,434	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2019 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2019, the City will be awarded \$119,185 by the Florida Housing Finance Corporation. These funds will be used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ -	\$ 119,185
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ 119,185
Personal Services	\$ -	\$ -	\$ -	\$ 9,623
Professional Services	-	-	-	107,267
Operating Costs	-	-	-	2,295
TOTAL USES	\$ -	\$ -	\$ -	\$ 119,185

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: 2019 SHIP GRANT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	9,623
OPERATING EXPENSES	-	-	-	109,562
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	-	-	-	119,185

DUTIES AND FUNCTIONS

The City utilizes State Housing Initiatives Partnership (SHIP) funding to encourage the expansion of partnerships between government and housing-related professionals to provide housing and/or support services for the production and preservation of affordable housing opportunities for low- and moderate-income citizens.

SHIP program funds can be used for numerous homeownership and rental strategies.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: 2019 SHIP GRANT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	-	-	-	9,623
OPERATING EXPENSES	-	-	-	109,562
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	-	-	-	119,185

ACCOUNT SUMMARY

SALARIES	-	-	-	8,919
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	704
PROFESSIONAL SERVICES	-	-	-	107,267
TRAINING & TRAVEL	-	-	-	160
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	635
OTHER OPERATING COSTS	-	-	-	1,500
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	-	-	-	119,185

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: 2019 SHIP GRANT**

**ACCOUNT
1273-25-2510-515**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	

* Clerk Technician (part-time)	-	-	-	8,919
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* Position split 50/25/25% with CDBG Fund,
HOME Grant and SHIP Grant;
headcount in CDBG Fund

SALARY SUBTOTAL				8,919
OVERTIME				-
OTHER PAY				-
SALARY TOTAL				8,919
BENEFITS				704
TOTAL PERSONAL SERVICES	0	0	0	9,623

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION

NONE

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2015 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND

In 2016, the City was awarded HOME funds in the amount of \$262,958 from the Department of Housing and Urban Development (HUD) passed through Osceola County. These funds are being used to provide non-amortized, low interest loans to developers for the acquisition and/or new construction or rehabilitation of affordable rental housing to low income families.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Federal Grant	\$ 210,366	\$ -	\$ 44,259	\$ -
Fund Balance Carryover	<u>4,731</u>	<u>48,990</u>	<u>4,731</u>	<u>-</u>
TOTAL SOURCES	\$ <u>215,097</u>	\$ <u>48,990</u>	\$ <u>48,990</u>	\$ <u>-</u>
Operating Costs	\$ 210,366	\$ 48,990	\$ 48,990	\$ -
Unrestricted Reserves	<u>4,731</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>215,097</u>	\$ <u>48,990</u>	\$ <u>48,990</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2016 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND

In 2017, the City was awarded HOME funds in the amount of \$300,999 from the Department of Housing and Urban Development (HUD) passed through Osceola County. These funds are being used to provide non-amortized, low interest loans to developers for the acquisition and/or new construction or rehabilitation of affordable rental housing to low income families.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Federal Grant	\$ 6,631	\$ -	\$ 294,368	\$ -
Miscellaneous	33,003	-	-	-
Fund Balance Carryover	<u>(6,515)</u>	<u>287,853</u>	<u>(6,515)</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 33,119</u>	<u>\$ 287,853</u>	<u>\$ 287,853</u>	<u>\$ -</u>
Professional Services	\$ -	\$ 220,132	\$ 220,132	\$ -
Operating Costs	39,634	67,721	67,721	-
Unrestricted Reserves	<u>(6,515)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 33,119</u>	<u>\$ 287,853</u>	<u>\$ 287,853</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2017 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND

In 2018, the City was awarded HOME funds in the amount of \$243,741 from the Department of Housing and Urban Development (HUD) passed through Osceola County. These funds are being used to provide non-amortized, low interest loans to developers for the acquisition and/or new construction or rehabilitation of affordable rental housing to low income families.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Federal Grant	\$ 5,334	\$ -	\$ 238,407	\$ -
Miscellaneous	1,738	-	193,252	-
Fund Balance Carryover	<u>-</u>	<u>238,578</u>	<u>171</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 7,072</u>	<u>\$ 238,578</u>	<u>\$ 431,830</u>	<u>\$ -</u>
Personal Services	\$ 6,014	\$ -	\$ 70	\$ -
Operating Costs	887	238,578	431,760	-
Unrestricted Reserves	<u>171</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 7,072</u>	<u>\$ 238,578</u>	<u>\$ 431,830</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2018 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND

In 2019, the City was awarded HOME funds in the amount of \$371,287 from the Department of Housing and Urban Development (HUD) passed through Osceola County. These funds are being used to provide non-amortized, low interest loans to developers for the acquisition and/or new construction or rehabilitation of affordable rental housing to low income families.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Federal Grant	\$ -	\$ 371,287	\$ 371,287	\$ -
Miscellaneous	-	-	11,552	-
TOTAL SOURCES	\$ -	\$ 371,287	\$ 382,839	\$ -
Personal Services	\$ -	\$ 12,281	\$ 12,963	\$ -
Operating Costs	-	359,006	369,876	-
TOTAL USES	\$ -	\$ 371,287	\$ 382,839	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

2019 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND

In 2020, the City will be awarded HOME funds in the amount of \$312,891 from the Department of Housing and Urban Development (HUD) passed through Osceola County. These funds will be used to provide non-amortized, low interest loans to developers for the acquisition and/or new construction or rehabilitation of affordable rental housing to low income families.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Federal Grant	\$ -	\$ -	\$ -	\$ 312,891
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ 312,891
Personal Services	\$ -	\$ -	\$ -	\$ 22,311
Professional Services	-	-	-	1,254
Operating Costs	-	-	-	289,326
TOTAL USES	\$ -	\$ -	\$ -	\$ 312,891

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

NEIGHBORHOOD STABILIZATION 1 GRANT FUND

This fund was established to account for a \$2,371,750 grant from the Department of Housing and Urban Development (HUD). These funds will be used to purchase and rehabilitate homes that have been foreclosed. Upon completion of rehabilitation, the homes will be sold or donated to low income families. All monies must be spent within five years. This grant is funded solely by HUD.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ -	\$ 162,297	\$ -
Fund Balance Carryover	<u>28,497</u>	<u>190,794</u>	<u>28,497</u>	<u>-</u>
TOTAL SOURCES	\$ <u>28,497</u>	\$ <u>190,794</u>	\$ <u>190,794</u>	\$ <u>-</u>
Operating Costs	\$ -	\$ 173,104	\$ 173,104	\$ -
Capital Outlay	-	17,690	17,690	-
Unrestricted Reserves	<u>28,497</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>28,497</u>	\$ <u>190,794</u>	\$ <u>190,794</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

NEIGHBORHOOD STABILIZATION 3 GRANT FUND

During 2012, this fund was established to account for a second grant for \$1,042,299 from the Department of Housing and Urban Development (HUD) that will be used to purchase and rehabilitate homes that have been foreclosed. Upon completion of rehabilitation, the homes will be sold or donated to low income families. All monies must be spent within five years. This grant is funded solely by HUD.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Federal Grant	\$ 2,716	\$ -	\$ 36,530	-
Sale of Homes	102,604	-	126,652	-
Interest Earnings	2,433	-	-	-
Fund Balance Carryover	<u>57,244</u>	<u>225,575</u>	<u>62,393</u>	<u>-</u>
TOTAL SOURCES	\$ <u>164,997</u>	\$ <u>225,575</u>	\$ <u>225,575</u>	<u>-</u>
Professional Services	\$ 102,604	\$ 167,575	\$ 167,575	-
Capital Outlay	-	58,000	58,000	-
Unrestricted Reserves	<u>62,393</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>164,997</u>	\$ <u>225,575</u>	\$ <u>225,575</u>	<u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

RECREATION IMPACT FUND

This fund was established to account for the impact fees collected for recreation improvements. Use of these funds is limited to the acquisition, development or capital improvement of neighborhood parks or recreation areas within the City.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Recreation Impact Fees	\$ 753,269	\$ 500,000	\$ 360,000	\$ 400,000
State Grant	-	-	-	-
Interest Earnings	17,543	5,000	22,000	15,000
Fund Balance Carryover	<u>1,258,031</u>	<u>1,241,979</u>	<u>1,249,293</u>	<u>920,196</u>
TOTAL SOURCES	\$ <u>2,028,843</u>	\$ <u>1,746,979</u>	\$ <u>1,631,293</u>	\$ <u>1,335,196</u>
Capital Outlay	\$ 701,851	\$ 371,587	\$ 371,587	\$ 850,000
Transfer to Other Funds	77,699	339,510	339,510	-
Restricted Reserves	<u>1,249,293</u>	<u>1,035,882</u>	<u>920,196</u>	<u>485,196</u>
TOTAL USES	\$ <u>2,028,843</u>	\$ <u>1,746,979</u>	\$ <u>1,631,293</u>	\$ <u>1,335,196</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

LANCASTER RANCH PARK GRANT FUND

This fund was established to account for a \$200,000 grant from the Florida Department of Environmental Protection (FDEP). The proceeds of this grant are being used to fund the development of creek access, picnic areas, parking, restrooms and landscaping at Lancaster Ranch Park. The grant requires a 50% match from the City which is being funded by the Local Option Sales Tax Fund.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ -	\$ 200,000	\$ 200,000	\$ -
Transfer from Other Funds	<u>-</u>	<u>200,000</u>	<u>200,000</u>	<u>-</u>
TOTAL SOURCES	\$ <u>-</u>	\$ <u>400,000</u>	\$ <u>400,000</u>	\$ <u>-</u>
Capital Outlay	\$ <u>-</u>	\$ <u>400,000</u>	\$ <u>400,000</u>	\$ <u>-</u>
TOTAL USES	\$ <u>-</u>	\$ <u>400,000</u>	\$ <u>400,000</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

POLICE 2ND DOLLAR ASSESSMENT FUND

These funds flow to the City pursuant to ordinance No. 1287 enacted March 1985 and authorized by Florida Statutes 943.25 (13) which imposes a \$2.00 court cost against every person convicted of a municipal or county ordinance violation where said offense occurred within the City of Kissimmee. These funds are earmarked for police education and training.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Police Education Fines	\$ 17,257	\$ 18,000	\$ 17,990	\$ 18,000
Fund Balance Carryover	<u>65,058</u>	<u>44,398</u>	<u>45,437</u>	<u>13,793</u>
TOTAL SOURCES	\$ <u>82,315</u>	\$ <u>62,398</u>	\$ <u>63,427</u>	\$ <u>31,793</u>
Operating Costs	\$ 36,878	\$ 49,634	\$ 49,634	\$ 26,505
Unrestricted Reserves	<u>45,437</u>	<u>12,764</u>	<u>13,793</u>	<u>5,288</u>
TOTAL USES	\$ <u>82,315</u>	\$ <u>62,398</u>	\$ <u>63,427</u>	\$ <u>31,793</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

JUSTICE ASSISTANCE GRANT FUND

Beginning in 1997, the City began receiving grant funds through the United States Department of Justice. The name of this grant has subsequently been changed to the Edward Byrne Memorial Justice Assistance Grant (JAG). The City uses these funds to partially pay salaries and benefits for one Sergeant and two Police Officers.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Federal Grant	\$ 39,953	\$ 34,356	\$ 34,833	\$ 34,356
Transfer from General Fund	271,088	260,990	235,710	266,136
Fund Balance Carryover	<u>-</u>	<u>-</u>	<u>18,057</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 311,041</u>	<u>\$ 295,346</u>	<u>\$ 288,600</u>	<u>\$ 300,492</u>
Personal Services	\$ 292,984	\$ 295,346	\$ 288,600	\$ 300,492
Restricted Reserves	<u>18,057</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 311,041</u>	<u>\$ 295,346</u>	<u>\$ 288,600</u>	<u>\$ 300,492</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: POLICE

DIVISION: JUSTICE ASSISTANCE GRANT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	292,984	295,346	288,600	300,492
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	18,057	-	-	-
TOTAL	311,041	295,346	288,600	300,492

DUTIES AND FUNCTIONS

The Kissimmee Police Department is committed to providing superior law enforcement services to the community. The department's functions are to protect and serve the residents of the community and the general public in the most efficient and effective manner possible. This will be accomplished by encouraging citizen involvement in cooperative efforts to prevent criminal activity, detecting criminal activity, arresting and prosecuting criminals, controlling traffic flow, investigating and analyzing traffic crashes with a view toward eliminating causative factors, and to generally preserve the peace of the community by addressing quality of life issues from a law enforcement perspective.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: JUSTICE ASSISTANCE GRANT

EXPENDITURE	ACTUAL 2018	ADJUSTED BUDGET 2019	ESTIMATE 2019	BUDGET 2020
PERSONAL SERVICES	292,984	295,346	288,600	300,492
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	18,057	-	-	-
TOTAL	311,041	295,346	288,600	300,492

ACCOUNT SUMMARY

SALARIES	187,442	191,396	184,918	199,553
OVERTIME	-	-	-	-
OTHER PAY	10,522	-	5,093	-
BENEFITS	95,020	103,950	98,589	100,939
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	18,057	-	-	-
TOTAL	311,041	295,346	288,600	300,492

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: JUSTICE ASSISTANCE GRANT**

**ACCOUNT
1250-30-3030-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2019	2020	2020	
Sergeant	1	0	1	88,015
Police Officer	2	0	2	111,538

SALARY SUBTOTAL	199,553
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	199,553
BENEFITS	100,939
TOTAL PERSONAL SERVICES	300,492

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

VICTIMS OF CRIME ACT GRANT FUND

During 2001, the City was awarded a Victims of Crime Act Grant to hire one full-time Community Service Officer. Expenditures have been reimbursed under the program. This grant expired at the end of FY 2007; however, the City was awarded this grant in each fiscal year since then, including FY 2018.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
State Grant	\$ 57,276	\$ 52,928	\$ 35,726	\$ -
Transfer from General Fund	24,404	28,499	28,499	-
Fund Balance Carryover	<u>7,830</u>	<u>-</u>	<u>11,653</u>	<u>-</u>
TOTAL SOURCES	\$ <u>89,510</u>	\$ <u>81,427</u>	\$ <u>75,878</u>	\$ <u>-</u>
Personal Services	\$ 77,558	\$ 79,427	\$ 73,878	\$ -
Operating Costs	299	2,000	2,000	-
Unrestricted Reserves	<u>11,653</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>89,510</u>	\$ <u>81,427</u>	\$ <u>75,878</u>	\$ <u>-</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

STATE LAW ENFORCEMENT TRUST FUND

This fund was established to account for the proceeds from property confiscated in police enforcement activities pursuant to Florida Statute 932.701. The funds may not be used for normal operating needs but are to be used to defray the cost of protracted or complex investigations, provide additional technical equipment or expertise, provide matching funds for federal grants or other such appropriate law enforcement purposes as approved by the City Commission.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Forfeiture Proceeds	\$ 18,537	\$ -	\$ 23,794	\$ -
Interest Earnings	3,403	1,500	4,500	1,500
Miscellaneous Revenue	68	-	310	-
Fund Balance Carryover	<u>258,106</u>	<u>256,066</u>	<u>256,550</u>	<u>262,964</u>
TOTAL SOURCES	\$ <u>280,114</u>	\$ <u>257,566</u>	\$ <u>285,154</u>	\$ <u>264,464</u>
Operating Costs	\$ 23,564	\$ 21,800	\$ 22,190	\$ 21,800
Unrestricted Reserves	<u>256,550</u>	<u>235,766</u>	<u>262,964</u>	<u>242,664</u>
TOTAL USES	\$ <u>280,114</u>	\$ <u>257,566</u>	\$ <u>285,154</u>	\$ <u>264,464</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

FEDERAL LAW ENFORCEMENT TRUST FUND

This fund was established to account for the proceeds of equitable sharing obtained from joint municipal/federal investigations or municipal seizures of property where the underlying offense is a violation of federal law. These funds may not be used for normal law enforcement operating needs but are to be used for law enforcement activities associated with seizures/forfeitures, specific types of law enforcement training, law enforcement equipment and operations, and/or drug education and awareness training.

<u>ACCOUNT</u>	ACTUAL FY 2018	ADJUSTED BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Forfeiture Proceeds	\$ 3,158	\$ -	\$ -	\$ -
Interest Earnings	576	300	780	500
Fund Balance Carryover	<u>43,222</u>	<u>40,572</u>	<u>43,956</u>	<u>41,736</u>
TOTAL SOURCES	\$ <u>46,956</u>	\$ <u>40,872</u>	\$ <u>44,736</u>	\$ <u>42,236</u>
Operating Costs	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Unrestricted Reserves	<u>43,956</u>	<u>37,872</u>	<u>41,736</u>	<u>39,236</u>
TOTAL USES	\$ <u>46,956</u>	\$ <u>40,872</u>	\$ <u>44,736</u>	\$ <u>42,236</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHOOL CROSSING GUARD TRUST FUND

This fund was established to account for the proceeds from the surcharge imposed on parking fines. Pursuant to Florida Statute 318.21, this surcharge must be used solely for the purpose of funding a school crossing guard program.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Fines	\$ 11,420	\$ 10,000	\$ 13,000	\$ 11,000
Interest Earnings	425	50	50	50
Fund Balance Carryover	<u>39,288</u>	<u>27,288</u>	<u>12,967</u>	<u>12,967</u>
TOTAL SOURCES	\$ <u>51,133</u>	\$ <u>37,338</u>	\$ <u>26,017</u>	\$ <u>24,017</u>
Operating Costs	\$ -	\$ 5,000	\$ -	\$ 5,000
Transfer to Other Funds	38,166	10,000	13,050	11,050
Unrestricted Reserves	<u>12,967</u>	<u>22,338</u>	<u>12,967</u>	<u>7,967</u>
TOTAL USES	\$ <u>51,133</u>	\$ <u>37,338</u>	\$ <u>26,017</u>	\$ <u>24,017</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

TREASURY FORFEITURE FUND

This fund was established to account for the proceeds of equitable sharing obtained from joint municipal/federal investigations where the underlying offense is a violation of federal law. More specifically, the proceeds received represent seized or forfeited properties that are the result of IRS investigations. These funds may not be used for normal law enforcement operating needs but are to be used only for law enforcement purposes and activities associated with enhancing future seizures or forfeitures, providing specific types of law enforcement training, law enforcement equipment and operations, and/or drug education and awareness training.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Forfeiture Proceeds	\$ -	\$ -	\$ 25,128	\$ -
Interest Earnings	5,688	3,000	4,850	3,000
Fund Balance Carryover	<u>504,474</u>	<u>423,588</u>	<u>260,427</u>	<u>278,503</u>
TOTAL SOURCES	\$ <u>510,162</u>	\$ <u>426,588</u>	\$ <u>290,405</u>	\$ <u>281,503</u>
Operating Costs	\$ 188,663	\$ -	\$ -	\$ -
Capital Outlay	61,072	11,902	11,902	-
Unrestricted Reserves	<u>260,427</u>	<u>414,686</u>	<u>278,503</u>	<u>281,503</u>
TOTAL USES	\$ <u>510,162</u>	\$ <u>426,588</u>	\$ <u>290,405</u>	\$ <u>281,503</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

CHARTER SCHOOL FUND

This fund was established to account for the full time equivalent (FTE) funds that are received from the Osceola County School District on a biweekly basis to operate the Kissimmee Charter Academy. These funds, less an amount sufficient to pay debt service on the bonds issued to construct the school, are immediately remitted to Imagine Schools, the management company that operates the charter school on a daily basis. The amount retained for debt service is transferred to a debt service fund; payments on the debt are made semi-annually.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Intergovernmental				
Revenue	\$ 5,469,429	\$ 5,765,000	\$ 5,630,000	\$ 5,798,000
Interest Earnings	44,443	40,000	46,000	45,000
Fund Balance Carryover	<u>2,399,333</u>	<u>2,801,727</u>	<u>2,794,849</u>	<u>2,762,349</u>
TOTAL SOURCES	<u>\$ 7,913,205</u>	<u>\$ 8,606,727</u>	<u>\$ 8,470,849</u>	<u>\$ 8,605,349</u>
Professional Services	\$ 4,238,088	\$ 5,073,200	\$ 5,067,000	\$ 5,218,200
Other Operating Costs	-	2,500	2,500	2,500
Capital Outlay	239,868	-	-	-
Transfers to Other Funds	640,400	639,000	639,000	643,000
Unrestricted Reserves	<u>2,794,849</u>	<u>2,892,027</u>	<u>2,762,349</u>	<u>2,741,649</u>
TOTAL USES	<u>\$ 7,913,205</u>	<u>\$ 8,606,727</u>	<u>\$ 8,470,849</u>	<u>\$ 8,605,349</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

UTILITY TAX FUND

City Code Section 26-16 imposes the 8% utility tax on sales of electricity, water, metered or bottled gas, and telecommunication services within the City limits. In October 1995, the rate on telephone services was changed to 7% of intrastate tolls and recurring charges on cellular/mobile telephone or other telecommunication services. Monies are typically transferred to and used for General Fund purposes.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Utility Tax Revenue:				
Electric	\$ 4,230,310	\$ 4,375,000	\$ 4,480,000	\$ 4,700,000
Telephone	1,934,851	1,998,000	1,836,000	1,878,000
Water	589,289	583,000	560,000	572,000
Natural Gas	96,498	110,000	100,000	102,000
Propane Gas	128,150	148,000	126,000	130,000
Fund Balance Carryover	<u>677,314</u>	<u>677,314</u>	<u>630,667</u>	<u>580,667</u>
TOTAL SOURCES	<u>\$ 7,656,412</u>	<u>\$ 7,891,314</u>	<u>\$ 7,732,667</u>	<u>\$ 7,962,667</u>
Bad Debt Expense	\$ 597	\$ 50,000	\$ 50,000	\$ 50,000
Transfer to General Fund	7,025,148	7,164,000	7,102,000	7,382,000
Unrestricted Reserves	<u>630,667</u>	<u>677,314</u>	<u>580,667</u>	<u>530,667</u>
TOTAL USES	<u>\$ 7,656,412</u>	<u>\$ 7,891,314</u>	<u>\$ 7,732,667</u>	<u>\$ 7,962,667</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

LOCAL OPTION SALES TAX BONDS FUND

In December 2005, a \$10,000,000 bank note was issued to fund the relocation of Fire Station 11 as well as various drainage and road improvement projects. An additional \$9,500,000 bank note was issued in February 2009 to fund improvements at the lakefront. In FY 2010, the \$10,000,000 bank note was refinanced to take advantage of interest savings. In FY 2011, the \$9,500,000 bank note was converted to a fixed rate note. In FY 2011, an additional note for \$8,000,000 was issued to provide further funding for the lakefront development project. Finally, in FY 2014, an additional note for \$9,600,000 was issued to provide funding for certain roadway improvements and improvements to the lakefront park. For all issues, transfers are made from the Local Option Sales Tax Fund to cover the annual debt service payments.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transfer from Local Option Sales Tax Fund	\$ 3,006,402	\$ 3,027,214	\$ 3,027,214	\$ 3,035,674
TOTAL SOURCES	\$ 3,006,402	\$ 3,027,214	\$ 3,027,214	\$ 3,035,674
Debt Service - Due 10/1	\$ 2,665,701	\$ 2,718,607	\$ 2,718,607	\$ 2,760,337
Debt Service - Current	<u>340,701</u>	<u>308,607</u>	<u>308,607</u>	<u>275,337</u>
TOTAL USES	\$ 3,006,402	\$ 3,027,214	\$ 3,027,214	\$ 3,035,674

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

FMHA BONDS FUND

This fund was established to account for the payment of debt service on the following bonds:

- 1980 Excise Tax Revenue Bonds \$265,000
- 1981 Excise Tax Revenue Bonds \$500,000

Proceeds from the bonds were used for Fire Station 12 and for City Hall expansion, respectively. Occupational licenses are pledged for debt service on these bonds. From collections of occupational license revenues, a transfer from the General Fund is made to cover annual debt service requirements. The final payment for the Series 1981 bonds will be made in fiscal year 2019.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transfer from General Fund	\$ 44,535	\$ 44,795	\$ 44,795	\$ 28,950
Fund Balance Carryover	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>
TOTAL SOURCES	<u>\$ 86,409</u>	<u>\$ 86,669</u>	<u>\$ 86,669</u>	<u>\$ 70,824</u>
Debt Service	\$ 44,535	\$ 44,795	\$ 44,795	\$ 28,950
Restricted Reserves	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>
TOTAL USES	<u>\$ 86,409</u>	<u>\$ 86,669</u>	<u>\$ 86,669</u>	<u>\$ 70,824</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

LOCAL OPTION GAS TAX NOTES FUND

In December 2006, the City issued Revenue Notes of \$9,000,000 to fund the construction of various road improvements throughout the City. In November 2010, the City issued additional Revenue Notes of \$4,000,000 to fund further road improvements. In February 2016, the 2006 note was refunded with the Series 2016 Bonds. For all issues, transfers are made from the Local Option Gas Tax Fund to cover the annual debt service payments.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transfer from Local Option Gas Tax Fund	\$ 274,601	\$ 279,490	\$ 279,490	\$ 279,110
TOTAL SOURCES	\$ 274,601	\$ 279,490	\$ 279,490	\$ 279,110
Debt Service - Due 10/1	\$ 232,300	\$ 239,745	\$ 239,745	\$ 242,055
Debt Service - Current	<u>42,301</u>	<u>39,745</u>	<u>39,745</u>	<u>37,055</u>
TOTAL USES	\$ 274,601	\$ 279,490	\$ 279,490	\$ 279,110

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

COMMUNITY REDEVELOPMENT NOTES FUND

In March 2004, the City issued a Redevelopment Trust Fund Revenue Note of \$6,000,000 to fund the construction of various improvements throughout the Community Redevelopment Agency's area of responsibility. In 2015, the 2004 Note was refunded by the Series 2015B Note. Transfers are made from the Community Redevelopment Fund to cover the annual debt service payments.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transfer from Community Redevelopment Fund	\$ 266,945	\$ 272,168	\$ 272,168	\$ 282,110
TOTAL SOURCES	\$ 266,945	\$ 272,168	\$ 272,168	\$ 282,110
Debt Service - Due 10/1	\$ 218,472	\$ 226,084	\$ 226,084	\$ 238,555
Debt Service - Current	<u>48,473</u>	<u>46,084</u>	<u>46,084</u>	<u>43,555</u>
TOTAL USES	\$ 266,945	\$ 272,168	\$ 272,168	\$ 282,110

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SERIES 2016 BONDS FUND

In February 2016, the City issued Revenue Bonds of \$42,930,000 to fund the construction of various projects throughout the City and to refund the Series 2006 Note and the Charter School Note. Annual debt service payments are being paid for via a transfer from the funds listed below.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transfer from Community Redevelopment Fund	\$ 240,153	\$ 239,481	\$ 239,481	\$ 238,781
Transfer from Local Option Gas Tax Fund	608,100	609,900	609,900	612,100
Transfer from Local Option Sales Tax Fund	1,029,230	1,026,350	1,026,350	1,023,349
Transfer from Mobility Fee Fund	445,999	444,751	444,751	443,451
Transfer from General Fund	640,400	639,000	639,000	643,000
Fund Balance Carryover	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>
TOTAL SOURCES	\$ <u>2,981,311</u>	\$ <u>2,976,911</u>	\$ <u>2,976,911</u>	\$ <u>2,978,110</u>
Debt Service - Due 10/1	\$ 2,074,441	\$ 2,089,741	\$ 2,089,741	\$ 2,115,340
Debt Service - Current	889,441	869,741	869,741	845,341
Restricted Reserves	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>
TOTAL USES	\$ <u>2,981,311</u>	\$ <u>2,976,911</u>	\$ <u>2,976,911</u>	\$ <u>2,978,110</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SERIES 2016 CONSTRUCTION FUND

This fund was established to account for the various projects that were funded by the Series 2016 Bonds that were issued in February 2016.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Interest Earnings	\$ 289,610	\$ -	\$ 290,000	\$ -
Miscellaneous Revenue	-	665,936	665,936	-
Transfer from General Fund	-	9,862	9,862	-
Fund Balance Carryover	<u>23,719,883</u>	<u>19,526,834</u>	<u>19,526,834</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 24,009,493</u>	<u>\$ 20,202,632</u>	<u>\$ 20,492,632</u>	<u>\$ -</u>
Lakefront Park	\$ 3,638,735	\$ 8,983,820	\$ 8,983,820	\$ -
Toho Square Parking Garage	804,588	75,246	75,246	-
Utility Relocation	-	1,263,490	1,553,490	-
Road Improvements	11,716	5,560,302	5,560,302	-
Police Firearms Range	6,400	3,776,771	3,776,771	-
Facility Improvements	21,220	543,003	543,003	-
Unrestricted Reserves	<u>19,526,834</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 24,009,493</u>	<u>\$ 20,202,632</u>	<u>\$ 20,492,632</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SERIES 2017 AND 2018 LINES OF CREDIT FUND

In the fall of 2017, the City opened a line of credit with the Florida Local Government Finance Program for \$10,950,000 to fund the acquisition of various parcels of land throughout the City. Transfers are made from the Downtown Community Redevelopment Fund and the Local Option Sales Tax Fund to cover the annual debt service payments. In January 2019, the City increased the line of credit by another \$5,400,000 to fund road improvements, the Police Firearms Range as well as parking and trail improvements. This resulted in increases to the transfer.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Transfer from Local Option Sales Tax Fund	\$ 153,555	\$ 192,000	\$ 225,557	\$ 316,800
Transfer from Local Option Gas Tax Fund	-	-	14,854	28,800
Transfer from Community Redevelopment Fund	<u>86,374</u>	<u>108,000</u>	<u>153,506</u>	<u>134,400</u>
TOTAL SOURCES	\$ <u>239,929</u>	\$ <u>300,000</u>	\$ <u>393,917</u>	\$ <u>480,000</u>
 Debt Service	 \$ <u>239,929</u>	 \$ <u>300,000</u>	 \$ <u>393,917</u>	 \$ <u>480,000</u>
TOTAL USES	\$ <u>239,929</u>	\$ <u>300,000</u>	\$ <u>393,917</u>	\$ <u>480,000</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SERIES 2017 CONSTRUCTION FUND

This fund was established to account for the various projects that were funded by the Series 2017 Line of Credit that was issued in September 2017.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Note Proceeds	\$ 6,220,000	\$ -	\$ -	\$ -
Interest Earnings	34,187	-	17,750	-
Fund Balance Carryover	<u>4,515,186</u>	<u>1,295,933</u>	<u>1,295,933</u>	<u>-</u>
TOTAL SOURCES	<u>\$ 10,769,373</u>	<u>\$ 1,295,933</u>	<u>\$ 1,313,683</u>	<u>\$ -</u>
Professional Services	\$ 15,196	\$ -	\$ -	\$ -
Property Acquisition:				
Lancaster Ranch	4,943,372	-	-	-
Beaumont	4,000,000	-	-	-
Sunrise Pointe	514,872	500,000	500,000	-
Future Land				
Acquisitions	-	780,183	813,683	-
Unrestricted Reserves	<u>1,295,933</u>	<u>15,750</u>	<u>-</u>	<u>-</u>
TOTAL USES	<u>\$ 10,769,373</u>	<u>\$ 1,295,933</u>	<u>\$ 1,313,683</u>	<u>\$ -</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SERIES 2018 CONSTRUCTION FUND

This fund was established to account for the various projects that were funded by the Series 2018 Line of Credit that was issued in January 2019.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Note Proceeds	\$ -	\$ 5,400,000	\$ 5,400,000	\$ -
Interest Earnings	-	-	30,000	-
TOTAL SOURCES	\$ -	\$ 5,400,000	\$ 5,430,000	\$ -
Professional Services	\$ -	\$ 14,295	\$ 14,295	\$ -
Church Street Parking	-	560,000	560,000	-
Road Improvements	-	1,000,000	1,000,000	-
Police Firearms Range	-	3,590,105	3,590,105	-
Shingle Creek Trail	-	227,833	265,600	-
Unrestricted Reserves	-	7,767	-	-
TOTAL USES	\$ -	\$ 5,400,000	\$ 5,430,000	\$ -

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

LIABILITY/WORKERS COMPENSATION SELF INSURANCE FUND

This fund was established to account for all insurance costs of the City. The City maintains the balance considered necessary and funds certain safety program expenditures in addition to insurance premiums and claims. This fund also pays the General Fund for personnel costs allocated to this activity.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Cost Allocations:				
General Fund	\$ 1,827,636	\$ 1,920,465	\$ 1,921,544	\$ 1,995,958
Central Services	143,040	151,530	151,530	160,746
Airport	28,836	30,434	30,712	30,384
Stormwater Utility	174,144	177,611	177,611	191,018
Sanitation	151,848	154,560	154,560	163,148
Local Option Gas Tax	37,092	38,583	38,583	40,614
Building	22,572	26,700	26,700	28,879
Community Development				
Block Grant	1,440	1,486	1,486	1,226
Other Funds	10,200	8,230	10,530	8,581
Interest Earnings	67,712	55,000	90,000	60,000
Recoveries	278,536	150,000	425,000	200,000
Miscellaneous Revenue	-	-	-	-
Fund Balance Carryover	<u>3,052,352</u>	<u>2,892,877</u>	<u>2,250,821</u>	<u>2,300,311</u>
TOTAL SOURCES	\$ <u>5,795,408</u>	\$ <u>5,607,476</u>	\$ <u>5,279,077</u>	\$ <u>5,180,865</u>
Charges by Other				
Funds	\$ 171,052	\$ 177,029	\$ 177,029	\$ 198,128
Operating Cost	274,945	296,412	295,549	220,960
Capital Outlay	-	111	-	-
Workers Comp Premium	24,375	25,000	21,188	25,000
Workers Comp Claims	1,155,135	600,000	680,000	750,000
General & Auto Premium	1,068,296	1,293,450	1,125,000	1,250,954
Liability Claims	850,784	562,854	680,000	750,000
Unrestricted Reserves	<u>2,250,821</u>	<u>2,652,620</u>	<u>2,300,311</u>	<u>1,985,823</u>
TOTAL USES	\$ <u>5,795,408</u>	\$ <u>5,607,476</u>	\$ <u>5,279,077</u>	\$ <u>5,180,865</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

HEALTH SELF INSURANCE FUND

This fund was established to account for all health insurance costs of the City. The City maintains the balance considered necessary and funds the administrative expenditures associated with the program as well as the claims.

<u>ACCOUNT</u>	<u>ACTUAL FY 2018</u>	<u>ADJUSTED BUDGET FY 2019</u>	<u>ESTIMATE FY 2019</u>	<u>BUDGET FY 2020</u>
Cost Allocations:				
General Fund	\$ 5,051,561	\$ 5,454,748	\$ 5,915,066	\$ 5,803,419
Central Services	358,423	424,494	467,139	467,838
Airport	82,867	84,899	93,468	89,112
Stormwater Utility	368,960	382,045	417,634	412,143
Sanitation	275,406	286,533	312,840	311,892
Local Option Gas Tax	130,490	127,348	161,035	133,668
Building	149,310	148,573	189,513	222,780
Community Development				
Block Grant	21,419	31,837	24,566	22,278
Other Funds	43,475	31,837	46,854	33,417
Dependent Coverage	743,231	725,400	744,000	772,200
Interest Earnings	542	1,000	-	1,000
Retiree/COBRA				
Contributions	272,042	270,000	309,000	325,000
Miscellaneous Revenue	1,756	-	3,592	-
Fund Balance Carryover	607,423	(7,044)	(176,962)	211,085
TOTAL SOURCES	\$ 8,106,905	\$ 7,961,670	\$ 8,507,745	\$ 8,805,832
Professional Services	\$ 1,582,319	\$ 1,697,197	\$ 1,650,000	\$ 1,713,499
Other Operating Costs	111,332	295,808	246,660	272,055
Health Claims	6,583,716	6,000,000	6,400,000	6,700,000
Capital Outlay	6,500	-	-	-
Unrestricted Reserves	(176,962)	(31,335)	211,085	120,278
TOTAL USES	\$ 8,106,905	\$ 7,961,670	\$ 8,507,745	\$ 8,805,832

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 1
CITY OF KISSIMMEE OBJECT CODES

<u>OBJECT CODE</u>	<u>SUMMARY TITLE/OBJECT DESCRIPTION</u>	<u>OBJECT CODE</u>	<u>SUMMARY TITLE/OBJECT DESCRIPTION</u>
	SALARIES/OTHER PAYS:		CONTINUED, OTHER SUPPLIES:
5001111	Executive Salaries	5005255	Tools and Equipment
5001212	Regular Salaries and Wages	5005257	Uniforms
5001414	Overtime	5005261	Special Functions
5001517	Special Pay	5005353	Road Materials and Supplies
		5005454	Books and Publications
	BENEFITS:	5005455	Dues, Subscriptions and Memberships
5002121	FICA Taxes		
5002222	Retirement Contributions		OTHER OPERATING COST:
5002323	Life and Health Insurance	5004444	Rentals and Leases
5002424	Workers Compensation	5004901	Advertising
5002525	Unemployment Compensation	5004902	Recruitment
5002626	Other Postemployment Benefits	5004903	Copier Costs
		5004911	Safety/Wellness Program
	PROFESSIONAL SERVICES:	5004917	Garage/Gas Inventory Write-off
5003131	Professional Services	5004918	General Inventory Write-off
5003232	Accounting and Auditing	5004998	Traffic Inventory Write-off
5003434	Other Contract Services	5004999	Bad Debt Expense
5003435	Other Services - Custodial	5005959	Depreciation
5003436	Other Services - Customer Billing	5008181	Aid to Government Agencies
		5008282	Aid to Private Organizations
	TRAINING AND TRAVEL:	5008382	General Employee Assistance
5004041	Travel and Per Diem		
5005555	Training	5005259	FUEL
	UTILITIES:		CHARGES BY OTHER FUNDS:
5004141	Communication Services	5004905	General Fund Admin Cost
5004343	Electric	5004906	Warehouse Charges
5004344	Water and Sewer	5004907	Facilities Maintenance Charges
5004345	Stormwater Fees	5004908	Information Technology Charges
5004347	Solid Waste Disposal Fees		
		5004904	INDIRECT COSTS
	INSURANCE:		CAPITAL OUTLAYS:
5004545	General Insurance	5006191	Land or Easements
5004546	Workers Compensation Claims	5006292	Buildings
5004547	Liability Claims	5006393	Infrastructure/Other Improvements
5004549	Health Claims	5006494	Machinery and Equipment-Equipment
		5006495	Machinery and Equipment-Vehicles
	OTHER MAINTENANCE:		DEBT SERVICE:
5004645	Vehicle Parts	5007171	Principal
5004646	Building and Grounds Maintenance	5007272	Interest
5004647	Other Equipment Maintenance	5007373	Other Debt Service Costs
5004648	Radio Maintenance		
5004649	VEHICLE MAINTENANCE		
		5009171	TRANSFERS TO OTHER FUNDS
	OTHER SUPPLIES:		RESERVES:
5004242	Postage	5009275	Contingency Reserves
5004747	Printing	5009276	Capital Outlay Reserves
5005151	Office Supplies	5009277	Debt Service Reserves
5005252	Operating Supplies	5009278	Operating Cost Reserves
5005253	Cleaning Supplies		
5005254	Chemical Supplies		

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES**

<u>DEPARTMENT</u>	<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>GENERAL FUND</u>			
City Commission	City Commission	Commission Retreat Facilitator	25,000
		Lobbyists	150,000
		Total City Commission/City Commission	<u>175,000</u>
City Commission	Social Services	Miscellaneous Event Expenses	3,000
		Total City Commission/Social Services	<u>3,000</u>
		Total City Commission	<u>178,000</u>
City Manager	City Manager	Public Meeting and Hearing Security Screening	10,000
		Total City Manager/City Manager	<u>10,000</u>
City Manager	City Clerk	Geographical Information System Data	50
		Corrective Mortgage Deeds/Recording Fees	1,000
		Development Services/Code Enforcement	1,500
		Recording Fees	1,850
		Onsite Records Disposal	2,500
		Document Preservation	3,000
		Deed Recording	3,096
		Document Remediation	7,000
		Total City Manager/City Clerk	<u>19,996</u>
City Manager	Communications and Public Affairs	Video Voice-Over	500
		Video Translation Services	2,000
		Motion Graphics	2,500
		American Sign Language Services	4,000
		Closed Captioning Services	6,000
		Miscellaneous Services	10,000
		Total City Manager/Communications and Public Affairs	<u>25,000</u>
City Manager	Economic Development	Translation Services	500
		Marketing Material Production	500
		Prospera	10,000
		Annexation Outreach Efforts	25,000
		Small Business Development Center	30,000
		Economic Development Incentive Monies	100,000
		University of Central Florida Incubator	150,000
		Total City Manager/Economic Development	<u>316,000</u>
		Total City Manager	<u>370,996</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

DEPARTMENT	DIVISION	DESCRIPTION	AMOUNT		
City Attorney	City Attorney	Bankruptcy Filings	200		
		Recording Fees	500		
		Court Filing Fees	600		
		Court Subpoena Service Fees	810		
		Title and Closing Fees	2,000		
		Court Deposition Fees	3,000		
		Private Investigator	5,000		
		Mediator Fees	11,600		
		Appraisals	12,490		
		Retained Counsel	229,800		
		Total City Attorney/City Attorney	<u>266,000</u>		
		City Attorney	Municipal Court Clerk	Transcription Services	1,000
				Hearing Officer Fees	31,000
Total City Attorney/Municipal Court Clerk	<u>32,000</u>				
		Total City Attorney	<u>298,000</u>		
Finance	Finance	CAFR Online	2,500		
		Bond Disclosure Compliance Fees	3,000		
		Armored Car Service	10,500		
		eCivis	10,000		
		Actuarial Services	12,000		
		Account Analysis Fees	20,000		
		General Consultants	25,000		
		Redlight Camera Credit Card Fees	50,000		
		Credit Card Fees	50,000		
		Audit and CAFR Preparation	69,840		
		Total Finance	<u>252,840</u>		
Development Services	Planning	Title Searches	1,200		
		Mailing Services	2,000		
		Grant Application Assistance	6,000		
		Code Enforcement Board Attorney	19,200		
		Kissimmee Main Street	20,000		
		Demolition of Unsafe or Blighted Structures	30,000		
		Noise Ordinance	50,000		
		Sign Ordinance	100,000		
		General Planning and Transportation Consulting	100,000		
		Transit Circulator Contract	400,000		
		Total Development Services	<u>728,400</u>		
Police	Office of the Police Chief	Translation Services	3,200		
		Total Police/Office of the Police Chief	<u>3,200</u>		
Police	Support Services	Contested Parking Ticket Filing Fees	1,000		
		Paper Shredding	2,100		
		Disposal of Narcotics/Biological Hazardous Waste	2,625		
		Gas Mask Testing	17,000		
		Firearms Training Facility Decontamination	30,000		
		False Alarm Billing Services	100,000		
		Total Police/Support Services	<u>152,725</u>		

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

DEPARTMENT	DIVISION	DESCRIPTION	AMOUNT
Police	Patrol	K9 Kennel Care	1,120
		Veterinary Insurance	2,200
		Canine Maintenance	5,000
		Total Police/Patrol	<u>8,320</u>
Police	Criminal Investigations	Forfeiture Proceeding Court Fees	1,500
		Court Certified Transcriptions	1,600
		Towing and Storage Fees	2,250
		Phone Tolls/Bank Records/Undercover Operations	2,500
		Professional Remote Composites	4,000
		DNA testing	7,500
		Nurse Examiners	7,500
		Total Police/Criminal Investigations	<u>26,850</u>
Police	Special Operations	Towing and Storage Fees	750
		Annual Physical Examinations	2,268
		Confidential Funds	10,000
		Crossing Guard Management Services	442,160
		Total Police/Special Operations	<u>455,178</u>
		Total Police	<u>646,273</u>
Fire	Administration	Pre-Employment Examinations	3,150
		OSHA Certification	5,000
		Respiratory Physicals	6,195
		Central Florida Fire Academy	12,840
		Medical Director Contract	35,000
		Ambulance Billing	168,000
		Total Fire	<u>230,185</u>
Public Works	Engineering	Appraisal Services	4,000
		Surveys for Special Projects	15,000
		Miscellaneous Title Surveys	15,000
		Traffic Review Projects	20,000
		Engineering Design Fees	25,000
		Total Public Works/Engineering	<u>79,000</u>
Public Works	Street Maintenance	Miscellaneous Contract Services	2,400
		Railroad Crossing Contract	12,600
		Total Public Works/Street Maintenance	<u>15,000</u>
Public Works	Traffic Engineering	Redlight Camera Fees	<u>951,612</u>
		Total Public Works/Traffic Engineering	951,612
		Total Public Works	<u>1,045,612</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES**

<u>DEPARTMENT</u>	<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Parks and Recreation	Administration	Lancaster Ranch Property Taxes	3,100
		Total Parks and Recreation/Administration	<u>3,100</u>
Parks and Recreation	Aquatic Center	Event Entertainment	900
		Pool Permit	975
		Miscellaneous Aquatic Classes	3,000
		Lifeguard Certification Fees	9,840
		Contracted Aquatic Programs	28,000
		Chemical Delivery Contract	30,000
		Total Parks and Recreation/Aquatic Center	<u>72,715</u>
Parks and Recreation	Recreation	Athletic Camps	1,200
		Program Trips/Day Trips	2,525
		Food Service	2,700
		Day Camp Program Trips	9,550
		Special Programs	10,024
		Camp Infinity	15,968
		Camp All Star	17,396
		Recreation Programs	29,360
		Teen Extreme Program	31,046
		Youth and Adult Sports	43,402
		Oak Street Park Camp Discovery	62,338
		Total Parks and Recreation/Recreation	<u>225,509</u>
Parks and Recreation	Events & Venues	Chili Craft Beer	3,300
		Miscellaneous Catering	3,600
		Fan Faire	8,000
		Pridefest	10,000
		Festival of Lights Parade	11,250
		Kowtown	13,000
		Chili Cook Off	13,000
		Martin Luther King, Jr. Event	15,250
		General Labor Services	26,000
		July 4th Fireworks	30,000
		July 4th Entertainment and Production	72,000
		Total Parks and Recreation/Events & Venues	<u>205,400</u>
		Total Parks and Recreation	<u>506,724</u>
Human Resources and Risk Management	Human Resources	Affordable Healthcare Form Processing	700
		Pre-Employment Testing	2,000
		Pension and Actuarial Studies	3,000
		Labor Attorney	20,000
		Pension Improvements	137,000
		Total Human Resources and Risk Management	<u>162,700</u>
		Total General Fund	<u><u>4,419,730</u></u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES**

<u>DEPARTMENT</u>	<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>STORMWATER UTILITY FUND</u>			
Public Works	Engineering	Annual Audit Fees	3,243
		Water Quality Reporting	3,000
		Diving Services	3,600
		General Annual Maintenance Service	3,800
		FEMA Flood Insurance Rate Map Revision	30,000
		Water Quality Lab Sampling	30,000
		Data Storage Management	33,510
		Hydrological Flow Data Annual Service	55,000
		Drainage Study and Master Pond Report	70,000
		Stormwater Monitoring Services	125,000
		Total Stormwater Utility/Engineering	<u>357,153</u>
Public Works	Operations	Pond Cleaning Service	65,000
		Customer Billing Services	242,802
		Total Stormwater Utility/Operations	<u>307,802</u>
Total Stormwater Utility Fund			<u>664,955</u>
<u>SANITATION FUND</u>			
Public Works	Sanitation	Annual Audit Fees	3,251
		General Consulting Services	40,000
		Customer Billing Services	137,249
		Total Sanitation Fund	<u>180,500</u>
<u>AIRPORT FUND</u>			
Airport	Operations	Audit Fees	665
		Graphic Design and Layout	1,000
		Photography and Artwork	2,000
		Surveying Services	2,000
		Appraisals	3,000
		General Consultant Fees	7,000
		Cleaning Services	18,000
		Marketing	30,000
		Total Airport Fund	<u>63,665</u>
<u>CENTRAL SERVICES FUND</u>			
Information Technology	Information Technology	Microsoft/Cisco Technical Support	2,000
		Cisco Call Manager/Unity Upgrade	4,000
		Total Information Technology/Information Technology	<u>6,000</u>
Public Works	Fleet Maintenance	Financial Software Integration	60,000
		Parts Contract	114,000
		Total Public Works/Fleet Maintenance	<u>174,000</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

<u>DEPARTMENT</u>	<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Public Works	Facilities Maintenance	Alarm Security Monitoring Services	75,000
		Janitorial Service	100,000
		Total Public Works/Facilities Maintenance	<u>175,000</u>
Total Central Services Fund			<u><u>355,000</u></u>
<u>LOCAL OPTION GAS TAX FUND</u>			
Public Works	Engineering	Miscellaneous Traffic Projects	20,000
		Total Local Option Gas Tax/Engineering	<u>20,000</u>
Public Works	Road Improvements	Water Main Relocation	66,200
		Total Local Option Gas Tax/Road Improvements	<u>66,200</u>
Total Local Option Gas Tax Fund			<u><u>86,200</u></u>
<u>BUILDING FUND</u>			
Development Services	Building	Consultant Services	30,000
		Document Scanning	50,000
		Building Inspector Services and Plan Review	100,000
		Total Building Fund	<u><u>180,000</u></u>
<u>DOWNTOWN COMMUNITY REDEVELOPMENT FUND</u>			
Development Services	Community Redevelopment	Real Estate Agent Commission	2,000
		Architectural Services	2,500
		Surveying and Engineering Services	2,500
		Various Consultant Services	10,000
		CRA Master Redevelopment Plan	150,000
		Total Downtown Community Redevelopment Fund	<u><u>167,000</u></u>
<u>2019 COMMUNITY DEVELOPMENT BLOCK GRANT FUND</u>			
Development Services	2019 CDBG	CDBG Support Activities	35,519
		Miscellaneous Contract Services	78,772
		Total 2019 Community Development Block Grant Fund	<u><u>114,291</u></u>
<u>2019 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND</u>			
Development Services	2019 SHIP Program	Affordable Housing Activities	107,267
Total 2019 State Housing Initiative Partnership (SHIP) Grant Fund			<u><u>107,267</u></u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

<u>DEPARTMENT</u>	<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>2019 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND</u>			
Development Services	2019 HOME Program	Miscellaneous Technical Assistance	1,254
		Total 2019 Home Investment Partnerships Program (HOME) Grant Fund	<u>1,254</u>
<u>CHARTER SCHOOL FUND</u>			
City Manager	Charter School	Board Minute Contract Services	2,500
		School Management Services	5,218,200
		Total Charter School Fund	<u>5,220,700</u>
<u>LIABILITY/WORKERS COMPENSATION SELF INSURANCE FUND</u>			
Human Resources and Risk Management	Risk Management	Commercial Drivers License Random Drug Testing	5,000
		Hazardous Materials Cleanup	5,000
		Exposure Hot Line	5,000
		Hepatitis B Shots/Draws	10,000
		Total Liability/Workers Comp Self Insurance Fund	<u>25,000</u>
<u>HEALTH SELF INSURANCE FUND</u>			
Human Resources and Risk Management	Risk Management	Miscellaneous	475
		Waste Disposal Services	1,200
		Actuarial Services	17,000
		Clinic Contract Fees	180,780
		Onsite Medical Staff	556,200
		Stop Loss Premiums	1,157,299
		Total Health Self Insurance Fund	<u>1,912,954</u>
		TOTAL CITY OF KISSIMMEE	<u>13,498,516</u>

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
<u>GENERAL FUND</u>					
City Manager					
CM2000	Camera Network Switch	x		10,000	0001-10-1010-512-5006393
CM2001	Citywide Camera Expansion (6)	x		24,000	0001-10-1010-512-5006393
CM2002	Citywide Camera Replacement (25)		x	100,000	0001-10-1010-512-5006393
	Subtotal			<u>134,000</u>	
City Clerk					
CM2003	Laptop Computer		x	1,600	0001-10-1020-512-5006494
CM2004	Personal Computer (2)		x	3,000	0001-10-1020-512-5006494
CM2005	Imaging Scanner		x	6,500	0001-10-1020-512-5006494
	Subtotal			<u>11,100</u>	
Communications & Public Affairs					
CM2006	14mm Aerial Lens	x		1,300	0001-10-1040-512-5006494
CM2007	Field Monitor	x		1,400	0001-10-1040-512-5006494
CM2008	Wireless Microphone Kit		x	2,500	0001-10-1040-512-5006494
CM2009	LED Lighting Kit		x	5,000	0001-10-1040-512-5006494
CM2010	Performance Workstation		x	5,800	0001-10-1040-512-5006494
	Subtotal			<u>16,000</u>	
Economic Development					
CM2011	Tablet Computer	x		1,200	0001-10-1060-512-5006494
CM2012	Tablet Computer		x	1,200	0001-10-1060-512-5006494
CM2013	Personal Computer	x		1,500	0001-10-1060-512-5006494
	Subtotal			<u>3,900</u>	
	Total City Manager			<u>165,000</u>	
City Attorney					
CA2000	Personal Computer		x	1,500	0001-05-0510-514-5006494
	Total City Attorney			<u>1,500</u>	
Finance					
FA2000	Network Color Laser Printer		x	1,500	0001-20-2010-513-5006494
FA2001	Laptop Computer		x	1,700	0001-20-2010-513-5006494
FA2002	Network Copier		x	7,800	0001-20-2010-513-5006494
FA2003	Fixed Asset Scan Gun (4)		x	16,000	0001-20-2010-513-5006494
	Total Finance			<u>27,000</u>	
Development Services - Planning					
DS2000	Personal Computer	x		1,900	0001-25-2510-515-5006494
DS2001	Tablet Computer (2)	x		2,800	0001-25-2510-515-5006494
DS2002	Imaging Scanner	x		3,500	0001-25-2510-515-5006494
DS2003	Personal Computer (3)		x	5,700	0001-25-2510-515-5006494
DS2004	Copier (2)		x	9,400	0001-25-2510-515-5006494
DS2005	Bike/Pedestrian Trail Wayfinding/Improvements	x		50,000	0001-25-2510-515-5006393
	Total Development Services			<u>73,300</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
Police - Office of the Police Chief					
PD2000	Telescoping Pole Camera		x	3,500	0001-30-3010-521-5006494
PD2001	SWAT Entry Vest (2)		x	5,000	0001-30-3010-521-5006494
	Subtotal			<u>8,500</u>	
Police - Support Services					
PD2002	Personal Computer	x		1,500	0001-30-3020-521-5006494
PD2003	Personal Computer (2)		x	3,000	0001-30-3020-521-5006494
PD2004	Training Dummy	x		3,200	0001-30-3020-521-5006494
PD2005	Conducted Electronic Weapon (2)	x		3,500	0001-30-3020-521-5006494
PD2006	Evidence Refrigerator		x	6,000	0001-30-3020-521-5006494
PD2007	Evidence Freezer		x	6,000	0001-30-3020-521-5006494
PD2008	Portable Radio (2)	x		9,000	0001-30-3020-521-5006494
PD2009	Laptop Computer (4)		x	11,600	0001-30-3020-521-5006494
PD2010	Mobile Digital Computer (2)	x		12,000	0001-30-3020-521-5006494
PD2011	Copier (3)	x		13,500	0001-30-3020-521-5006494
PD2012	Portable Radio (10)		x	45,000	0001-30-3020-521-5006494
PD2013	Vehicle (3)	x		120,900	0001-30-3020-521-5006495
PD2014	Mobile Digital Computer (36)		x	180,000	0001-30-3020-521-5006494
PD2015	Vehicle (12)		x	527,100	0001-30-3020-521-5006495
	Subtotal			<u>942,300</u>	
Police - Patrol					
PD2016	Canine Run		x	4,700	0001-30-3030-521-5006393
PD2017	Speed Measuring Device (3)		x	4,800	0001-30-3030-521-5006494
PD2018	Ballistic Shield (3)		x	6,600	0001-30-3030-521-5006494
	Subtotal			<u>16,100</u>	
Police - Communications					
PD2019	Radio Console		x	84,000	0001-30-3050-521-5006494
	Subtotal			<u>84,000</u>	
Police - Special Operations					
PD2020	Variable Message Board		x	17,000	0001-30-3060-521-5006494
	Subtotal			<u>17,000</u>	
	Total Police			<u>1,067,900</u>	
Fire - Administration					
FD2000	Personal Computer	x		1,500	0001-35-3510-522-5006494
FD2001	Laptop Computer	x		1,700	0001-35-3510-522-5006494
FD2002	Laptop Computer		x	1,700	0001-35-3510-522-5006494
FD2003	Personal Computer (4)		x	6,300	0001-35-3510-522-5006494
FD2004	Portable Radio (2)	x		8,400	0001-35-3510-522-5006494
FD2005	Portable Radio (2)		x	8,400	0001-35-3510-522-5006494
FD2006	Tablet Computer (8)		x	9,200	0001-35-3510-522-5006494
	Subtotal			<u>37,200</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
Fire - Operations					
FD2007	Radiological Detector		x	1,000	0001-35-3520-522-5006494
FD2008	Portable Radio Multi-Unit Charger		x	1,100	0001-35-3520-522-5006494
FD2009	Tablet Computer		x	1,200	0001-35-3520-522-5006494
FD2010	Chain Vent Saw		x	1,800	0001-35-3520-522-5006494
FD2011	Rotary Saw		x	1,800	0001-35-3520-522-5006494
FD2012	Rapid Intervention Team Pack	x		2,000	0001-35-3520-522-5006494
FD2013	Hydraulic Forcible Entry Tool		x	2,100	0001-35-3520-522-5006494
FD2014	Piston Intake Valve		x	2,300	0001-35-3520-522-5006494
FD2015	6 x 10 Cargo Trailer		x	2,700	0001-35-3520-522-5006494
FD2016	Portable LED Scene Lighting (2)		x	2,800	0001-35-3520-522-5006494
FD2017	Self Contained Breathing Apparatus Escape Pack (2)	x		3,400	0001-35-3520-522-5006494
FD2018	Window Ventilation Simulator	x		3,400	0001-35-3520-522-5006494
FD2019	Thermal Imager		x	3,900	0001-35-3520-522-5006494
FD2020	Confined Space Air Cart		x	5,000	0001-35-3520-522-5006494
FD2021	Personal Computer (4)		x	5,400	0001-35-3520-522-5006494
FD2022	Commercial Washer/Extractor		x	6,000	0001-35-3520-522-5006494
FD2023	Mobile Radio		x	7,400	0001-35-3520-522-5006494
FD2024	Mobile Radio	x		7,400	0001-35-3520-522-5006494
FD2025	Commercial Treadmill (2)	x		8,000	0001-35-3520-522-5006494
FD2026	Fire Hose and Appliance		x	8,000	0001-35-3520-522-5006393
FD2027	Hydraulic Extrication Rescue Tool System		x	9,500	0001-35-3520-522-5006494
FD2028	Self Contained Breathing Apparatus 60 Minute Cylinder (9)		x	10,800	0001-35-3520-522-5006494
FD2029	Portable Asset Decontamination System	x		12,600	0001-35-3520-522-5006494
FD2030	Traffic Control Pre-Emption/Opticom Emitter		x	13,000	0001-35-3520-522-5006393
FD2031	Digital Extinguisher Training Panel		x	13,300	0001-35-3520-522-5006494
FD2032	Self Contained Breathing Apparatus 45 Minute Cylinder (18)		x	18,000	0001-35-3520-522-5006494
FD2033	Powerload Hydraulic Stretcher (2)		x	33,000	0001-35-3520-522-5006494
FD2034	Digital Fire Training Panel	x		37,500	0001-35-3520-522-5006494
FD2035	Portable Radio (6)		x	40,800	0001-35-3520-522-5006494
FD2036	Vehicle-Mounted Diesel Filter System (5)		x	45,000	0001-35-3520-522-5006494
FD2037	Powerload Cot Fastening System (2)		x	45,200	0001-35-3520-522-5006494
FD2038	Self Contained Breathing Apparatus		x	70,000	0001-35-3520-522-5006494
	Subtotal			<u>425,400</u>	
	Total Fire			<u>462,600</u>	
Public Works - Director					
PW2000	Personal Computer	x		1,500	0001-45-4510-541-5006494
PW2001	Tablet Computer (2)		x	2,000	0001-45-4510-541-5006494
	Subtotal			<u>3,500</u>	
Public Works - Engineering					
PW2002	Personal Computer	x		1,800	0001-45-4520-541-5006494
PW2003	Full Size Plotter		x	16,000	0001-45-4520-541-5006494
	Subtotal			<u>17,800</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
Public Works - Street Maintenance					
PW2004	Personal Computer (3)		x	3,900	0001-45-4530-541-5006494
PW2005	Electric Utility Vehicle	x		14,200	0001-45-4530-541-5006494
PW2006	Enclosed Trailer	x		20,000	0001-45-4530-541-5006494
PW2007	3/4 Ton Pick-up Truck	x		26,500	0001-45-4530-541-5006495
	Subtotal			<u>64,600</u>	
Public Works - Traffic Engineering					
PW2008	Personal Computer (2)		x	3,000	0001-45-4540-541-5006494
PW2009	Generator		x	3,700	0001-45-4540-541-5006494
PW2010	Signal Uninterrupted Power Supply	x		4,500	0001-45-4540-541-5006494
PW2011	Traffic Counter (2)		x	6,000	0001-45-4540-541-5006494
PW2012	Controller with Communications (2)		x	7,000	0001-45-4540-541-5006494
PW2013	Thermoplastic Applicator		x	10,000	0001-45-4540-541-5006494
PW2014	Cabinet/Controller 8 Phase		x	10,400	0001-45-4540-541-5006494
PW2015	Video Imaging Vehicle Detection System	x		17,900	0001-45-4540-541-5006494
PW2016	Data Line Connection	x		20,000	0001-45-4540-541-5006393
PW2017	1 1/2 Ton Pick-up Truck with Flat Bed		x	55,500	0001-45-4540-541-5006495
PW2018	Station 12 Traffic Light		x	65,000	0001-45-4540-541-5006393
	Subtotal			<u>203,000</u>	
	Total Public Works			<u>288,900</u>	
Parks and Recreation - Parks					
PR2000	Boat Motor		x	3,500	0001-50-5020-572-5006494
PR2001	Sidewalk Replacement		x	5,000	0001-50-5020-572-5006393
PR2002	Lakefront Bollard (3)	x		6,000	0001-50-5020-572-5006494
PR2003	Trailer (2)		x	6,000	0001-50-5020-572-5006494
PR2004	Bunker Rake		x	14,000	0001-50-5020-572-5006494
PR2005	Fortune Road Windscreen (4)		x	14,000	0001-50-5020-572-5006393
PR2006	Portable Radio (6)		x	14,300	0001-50-5020-572-5006494
PR2007	Generator	x		14,500	0001-50-5020-572-5006494
PR2008	Zero Turn Mower (2)		x	16,000	0001-50-5020-572-5006494
PR2009	Mini Compact Vibratory Roller		x	17,000	0001-50-5020-572-5006494
PR2010	1/2 Ton Pick-up Truck	x		20,400	0001-50-5020-572-5006495
PR2011	Dually Pick-up Truck		x	30,000	0001-50-5020-572-5006495
PR2012	Passenger Van		x	33,000	0001-50-5020-572-5006495
PR2013	Sport Utility Vehicle		x	36,000	0001-50-5020-572-5006495
PR2014	1 Ton Dually Pick-up Truck		x	40,000	0001-50-5020-572-5006495
PR2015	1/2 Ton Pick-up Truck (2)		x	50,000	0001-50-5020-572-5006495
PR2016	Light Duty Box Truck with Lift	x		54,000	0001-50-5020-572-5006495
	Subtotal			<u>373,700</u>	
Parks and Recreation - Aquatics					
PR2017	Laptop Computer	x		1,700	0001-50-5030-572-5006494
PR2018	Personal Computer (2)		x	2,600	0001-50-5030-572-5006494
PR2019	Surge Tank Resurface (2)		x	3,500	0001-50-5030-572-5006494
PR2020	Canopy Fabric (2)		x	4,000	0001-50-5030-572-5006393
PR2021	Shed	x		6,000	0001-50-5030-572-5006393
PR2022	Lifeguard Chair (2)		x	10,800	0001-50-5030-572-5006393
	Subtotal			<u>28,600</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
Parks and Recreation - Recreation					
PR2023	Personal Computer		x	1,300	0001-50-5040-572-5006494
PR2024	Laptop Computer		x	1,700	0001-50-5040-572-5006494
PR2025	Automated External Defibrillator		x	2,000	0001-50-5040-572-5006494
PR2026	Copier (2)		x	9,000	0001-50-5040-572-5006494
PR2027	Message Center/Board (9)		x	12,000	0001-50-5040-572-5006494
PR2028	Denn John Scoreboard (2)		x	21,000	0001-50-5040-572-5006494
	Subtotal			<u>47,000</u>	
Parks and Recreation - Events and Venues					
PR2029	Window Shade		x	1,800	0001-50-5066-575-5006393
PR2030	Reach In Commercial Freezer	x		2,000	0001-50-5066-575-5006494
PR2031	Carpet Cleaning Machine	x		2,500	0001-50-5066-575-5006494
PR2032	Personal Computer (2)		x	2,600	0001-50-5066-575-5006494
	Subtotal			<u>8,900</u>	
	Total Parks and Recreation			<u>458,200</u>	
Human Resources and Risk Management					
PS2000	Imaging Scanner	x		1,500	0001-15-1510-513-5006494
	Total Human Resources and Risk Management			<u>1,500</u>	
	TOTAL GENERAL FUND			<u>2,545,900</u>	
<u>STORMWATER UTILITY FUND</u>					
Engineering					
SW2000	Data Collection System		x	2,700	4409-45-4520-538-5006494
SW2001	Water Quality Logger Display		x	3,000	4409-45-4520-538-5006494
SW2002	Personal Computer (2)		x	3,600	4409-45-4520-538-5006494
SW2003	Plotter		x	5,000	4409-45-4520-538-5006494
SW2004	Stage Meter (2)		x	6,500	4409-45-4520-538-5006494
SW2005	Velocity Meter		x	10,000	4409-45-4520-538-5006494
SW2006	Water Quality Logger (4)		x	29,200	4409-45-4520-538-5006494
SW2007	Optical Sensor (10)		x	34,000	4409-45-4520-538-5006494
SW2008	Baffle Box	x		60,000	4409-45-4520-538-5006393
SW2009	Terra Condos Drainage	x		150,000	4409-45-4520-538-5006393
SW2010	Woodside Drainage	x		200,000	4409-45-4520-538-5006393
SW2011	Master Stormwater Pond	x		250,000	4409-45-4520-538-5006393
	Subtotal			<u>754,000</u>	
Operations					
SW2012	Laptop Computer		x	2,600	4409-45-4550-538-5006494
SW2013	Flail Mower (2)		x	14,100	4409-45-4550-538-5006494
SW2014	Heavy Duty Crew Truck		x	94,000	4409-45-4550-538-5006495
SW2015	Slip-line Program	x		100,000	4409-45-4550-538-5006393
SW2016	Mower		x	130,500	4409-45-4550-538-5006494
SW2017	Camera Truck		x	200,000	4409-45-4550-538-5006495
SW2018	Sweeper		x	260,000	4409-45-4550-538-5006494
SW2019	Vacuum Truck		x	330,000	4409-45-4550-538-5006495
	Subtotal			<u>1,131,200</u>	
	TOTAL STORMWATER UTILITY FUND			<u>1,885,200</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
<u>SANITATION FUND</u>					
Sanitation					
SA2000	Copier		x	4,500	4411-45-4571-534-5006494
SA2001	Container System	x		52,000	4411-45-4571-534-5006393
SA2002	Garbage Truck	x		300,000	4411-45-4571-534-5006495
SA2003	Garbage Truck (2)		x	600,000	4411-45-4571-534-5006495
TOTAL SANITATION FUND				<u>956,500</u>	
<u>AIRPORT FUND</u>					
AP2000	Personal Computer (2)		x	3,000	4461-70-7010-542-5006494
TOTAL AIRPORT FUND				<u>3,000</u>	
<u>CENTRAL SERVICES FUND</u>					
Information Technology					
IT2000	Tablet Computer	x		1,200	5560-60-6010-516-5006494
IT2001	Laptop Computer (2)		x	3,400	5560-60-6010-516-5006494
IT2002	Personal Computer (2)	x		3,600	5560-60-6010-516-5006494
IT2003	Performance Workstation (3)		x	5,400	5560-60-6010-516-5006494
IT2004	Computer Equipment		x	5,500	5560-60-6010-516-5006494
Subtotal				19,100	
Fleet Maintenance					
CS2000	Automatic Tire Inflator System (2)	x		3,500	5560-45-4570-590-5006494
CS2001	2 Post 8,000 lb Lift	x		6,000	5560-45-4570-590-5006494
CS2002	Heavy Equipment Alignment Machine	x		51,000	5560-45-4570-590-5006494
Subtotal				60,500	
Facilities Maintenance					
CS2003	Personal Computer		x	1,500	5560-45-4560-519-5006494
CS2004	Water Fountain: Oak Street		x	2,500	5560-45-4560-519-5006393
CS2005	Water Fountain: Civic Center		x	2,500	5560-45-4560-519-5006393
CS2006	Copier		x	4,500	5560-45-4560-519-5006494
CS2007	Propane Gas Broiler	x		7,000	5560-45-4560-519-5006494
CS2008	Parking Lot Resurface: Mark Durbin Community		x	10,000	5560-45-4560-519-5006393
CS2009	Park Operations Center Restroom Renovation		x	10,000	5560-45-4560-519-5006393
CS2010	Flooring: Chambers Park		x	15,000	5560-45-4560-519-5006393
CS2011	Civic Center Automatic Double Entry Door		x	15,000	5560-45-4560-519-5006393
CS2012	Plumbing: Fire Station 13		x	18,000	5560-45-4560-519-5006393
CS2013	Scissor Lift	x		24,300	5560-45-4560-519-5006494
Subtotal				110,300	
TOTAL CENTRAL SERVICES FUND				<u>189,900</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
<u>LOCAL OPTION SALES TAX FUND</u>					
ST2000	Air Conditioning: Rose Hill Cemetery		x	5,000	1105-45-4560-519-5006393
ST2001	Geographic Information Systems Implementation	x		10,000	1105-60-6010-516-5006393
ST2002	Air Conditioning: Communications Center		x	35,000	1105-45-4560-519-5006393
ST2003	Fiber Connectivity	x		38,000	1105-60-6010-516-5006393
ST2004	Flail Mower	x		48,000	1105-45-4530-541-5006494
ST2005	Neighborhood Improvement Program	x		50,000	1105-45-4520-541-5006393
ST2006	Batwing Tractor		x	55,000	1105-50-5010-572-5006494
ST2007	LED Message Board (2)	x		70,000	1105-45-4560-519-5006494
ST2008	Activity Pool Resurface		x	80,000	1105-50-5010-572-5006393
ST2009	Back Office Licensing		x	109,000	1105-60-6010-516-5006393
ST2010	Rescue		x	185,000	1105-35-3520-522-5006495
ST2011	Traffic Signal: Oak/Central		x	400,000	1105-45-4540-541-5006393
ST2012	Wide Area Network		x	409,000	1105-60-6010-516-5006393
ST2013	Facilities ADA Compliance		x	500,000	1105-45-4560-519-5006393
ST2014	Lancaster Ranch Park	x		500,000	1105-50-5010-572-5006393
ST2015	Enterprise Resource Planning		x	500,000	1105-60-6010-516-5006393
ST2016	Engine	x		594,000	1105-35-3520-522-5006495
TOTAL LOCAL OPTION SALES TAX FUND				<u>3,588,000</u>	
<u>MOBILITY FEES FUND</u>					
MF2000	Hoagland Boulevard: US 192/Carroll Street	x		500,000	1130-45-4565-541-5006393
TOTAL MOBILITY FEES FUND				<u>500,000</u>	
<u>LOCAL OPTION GAS TAX FUND</u>					
Engineering					
GT2000	Personal Computer		x	1,800	1104-45-4520-541-5006494
Subtotal				1,800	
Sidewalks					
GT2001	Patch Truck		x	198,000	1104-45-4564-541-5006495
Subtotal				198,000	
Road Improvements					
GT2002	Neighborhood Street Light Infill Program	x		10,000	1104-45-4565-541-5006393
GT2003	Intelligent Transportation System	x		50,000	1104-45-4565-541-5006393
GT2004	Neptune Road Improvements	x		150,000	1104-45-4565-541-5006393
Subtotal				210,000	
TOTAL LOCAL OPTION GAS TAX FUND				<u>409,800</u>	
<u>BUILDING FUND</u>					
DS2006	Personal Computer		x	1,900	1120-40-4010-524-5006494
DS2007	Personal Computer (2)	x		2,800	1120-40-4010-524-5006494
DS2008	Customer Queuing System	x		20,000	1120-40-4010-524-5006494
TOTAL BUILDING FUND				<u>24,700</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
<u>DOWNTOWN COMMUNITY REDEVELOPMENT FUND</u>					
CR2000	Tablet Computer	x		1,400	1107-10-1050-559-5006494
CR2001	Personal Computer	x		1,900	1107-10-1050-559-5006494
CR2002	Downtown Hardscape Improvements	x		200,000	1107-10-1050-559-5006393
CR2003	Church Street Parking		x	500,000	1107-10-1050-559-5006393
	TOTAL DOWNTOWN COMMUNITY REDEVELOPMENT FUND			<u>703,300</u>	
<u>RECREATION IMPACT FUND</u>					
RI2000	Shingle Creek Regional Trail Land Acquisition	x		150,000	1116-50-5070-572-5006191
RI2001	Shingle Creek Regional Trail Construction	x		200,000	1116-50-5070-572-5006393
RI2002	Lancaster Ranch Park	x		500,000	1116-50-5070-572-5006393
	TOTAL RECREATION IMPACT FUND			<u>850,000</u>	
	TOTAL CITY OF KISSIMMEE			<u>11,656,300</u>	

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**CITY OF KISSIMMEE
PROPERTY VALUES, MILLAGE LEVIES AND AD VALOREM RECEIPTS**

FY 2010/2011 THROUGH FY 2019/2020

Fiscal Year	City of Kissimmee Assessed Valuation (1)	% of Increase Over Prior Year	Total City of Kissimmee Millage Levy	Revenue From Ad Valorem Taxes (2)	% of Change Over Prior Year
2020	3,683,383,717	12.1	4.6253	16,184,917	12.1
2019	3,286,613,221	10.4	4.6253	14,441,494	10.4
2018	2,976,491,772	8.2	4.6253	13,078,809	8.2
2017	2,751,632,014	5.7	4.6253	12,090,767	5.7
2016	2,603,567,797	7.6	4.6253	11,440,168	7.6
2015	2,419,581,191	6.8	4.6253	10,631,724	6.8
2014	2,266,248,949	4.2	4.6253	9,957,977	4.2
2013	2,175,009,530	(0.9)	4.6253	9,557,068	(0.9)
2012	2,195,792,718	(8.6)	4.6253	9,648,390	(8.6)
2011	2,401,786,999	(23.1)	4.6253	10,553,536	(23.1)

(1) Form DR422 - Final Certification of Taxable Value for 2011-2019: Form DR420 - Certification of Taxable Value for 2020

(2) Taxes from operating millage levy. Estimated at 95% collection rate.

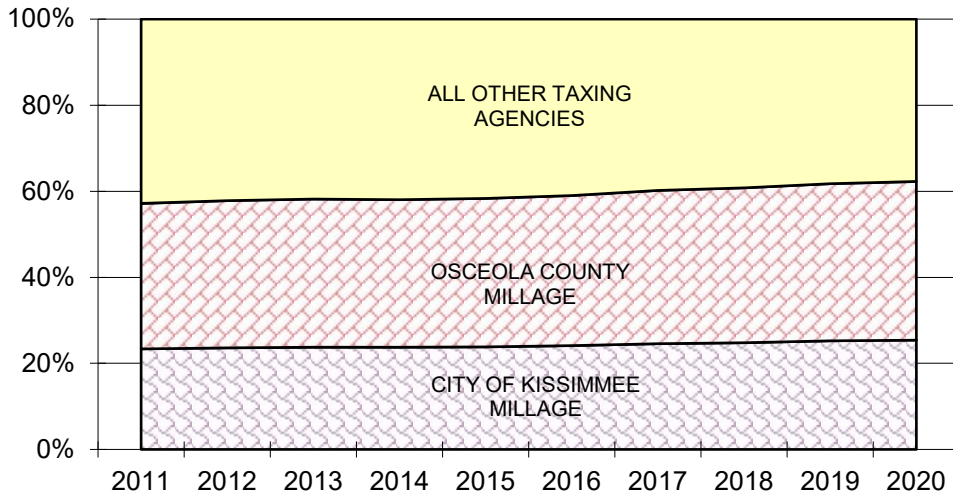
**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

**OPERATING MILLAGE RATES
ALL OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS
MILLAGE RATE (\$1 PER \$1,000 VALUATION)**

<u>FISCAL YEAR</u>	<u>CITY</u>	<u>COUNTY</u>	<u>LIBRARY</u>	<u>SCHOOL BOARD</u>	<u>OTHER [1]</u>	<u>TOTAL</u>
2020	4.6253	6.7000	0.3000	6.275	0.2936	18.1939
2019	4.6253	6.7000	0.3000	6.4110	0.2936	18.3299
2018	4.6253	6.7000	0.2566	6.7490	0.3100	18.6409
2017	4.6253	6.7000	0.2566	6.9050	0.3307	18.8176
2016	4.6253	6.7000	0.2566	7.2610	0.3551	19.1980
2015	4.6253	6.7000	0.2566	7.4460	0.3842	19.4121
2014	4.6253	6.7000	0.2566	7.5090	0.4110	19.5019
2013	4.6253	6.7000	0.2566	7.4540	0.4289	19.4648
2012	4.6253	6.7000	0.2566	7.5770	0.4363	19.5952
2011	4.6253	6.7000	0.2566	7.6000	0.6240	19.8059

[1] Includes South Florida Water Management District, Okeechobee Basin and Everglades Basin.

**PROPERTY TAX RATES
CITY & COUNTY PROPORTION TO TOTAL**



In fiscal year 2011, the City's proportionate share of the total property tax bill decreased from 24% to 23% because of the .36 mill increase in the County's millage rate that occurred in that same year. Due to decreases in the School Board millage rate over the past several years, the City's relative share of the property tax bill has increased to just over 25% even though the City's millage rate has remained the same for the past eleven years.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

REVENUES

FORECAST METHODOLOGY

The purpose of detailing forecast methodologies for revenues is to determine the validity of the forecast over time and to utilize such information in making future forecasts.

The following are some assumptions concerning revenues which were made across all funds [note that funds were not listed which have only revenues that are covered by these assumptions]:

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Interest

All interest revenue is calculated on the basis of estimated average available cash balances at 2% per year.

From Fund Balance

Beginning fund balance, plus excess of revenue over expenditure for the prior year, less any commitments outstanding at year end in governmental fund types. In other proprietary fund types, it is projected current assets less current liabilities.

The following is information on a fund-by-fund basis for revenues forecasted in this budget:

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

General Fund

Ad Valorem Taxes

Approved millage multiplied by tax roll, less 5% for assumed non-collection and/or discounts taken for early payment.

Franchise Fees

Historical trend analysis.

Local Business Tax

Historical trend analysis, adjusted for changes in business and economic trends and changes in fee schedules.

Subdivision Fees

Historical trend analysis.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

<u>FUND/REVENUE SOURCE</u>	<u>FORECAST METHODOLOGY</u>
State Grant	Based on grants anticipated to be received during the year.
Federal Grant	Based on grants anticipated to be received during the year.
State Revenue Sharing	State's forecast adjusted for historical trend analysis.
Mobile Home License Tax	Historical trend analysis.
Alcoholic Beverage Taxes	Historical trend analysis.
Half-Cent Sales Tax Program	State's forecast adjusted for historical trend analysis.
Firefighter Supplemental Comp	Based on current year activity.
Fuel Tax Refunds and Credits	Historical trend analysis.
Municipal Share of Occupational License	Historical trend analysis.
County 8% Utility Tax	Historical trend analysis.
Zoning Charges	Historical trend analysis.
Maps and Publications	Historical trend analysis.
Other Charges and Fees	Estimate of items not properly included in other categories.
Staff Review Fees	Historical trend analysis.
Fire Plan Checking Fees	Estimated by Development Services Department.
Charges to Other Funds	Based upon indirect cost allocation plan for charges to proprietary and other funds.
Impact Fee Allowance	Estimated by Development Services Department.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Law Enforcement Services-
Officers

Estimate provided by the Police Department based upon services to be provided by off-duty officers, adjusted for historical trend analysis.

Law Enforcement Services-
Admin

Estimate provided by the Police Department based upon services such as fingerprints, copies of reports and bicycle registrations, adjusted for historical trend analysis.

Redflex

Department estimate.

Lot Mowing

Department estimate adjusted for historical trend analysis.

Code Enforcement

Department estimate adjusted for historical trend analysis.

Other Transportation Charges

Historical trend analysis based upon estimated traffic signal maintenance services to Osceola County and highway maintenance services to the State of Florida.

Ambulance Services

Department estimate.

Program Fees and Lighting

Department estimate.

Court Fines

Police Department estimate adjusted for historical trend analysis.

Parking Tickets

Police Department estimate adjusted for historical trend analysis.

Alarm Violations

Police Department estimate adjusted for historical trend analysis.

Rents

Based upon review of lease provisions.

Cemetery Lot Sales

Department estimate.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

<u>FUND/REVENUE SOURCE</u>	<u>FORECAST METHODOLOGY</u>
Sales-Disposition of Fixed Assets	Historical trend analysis.
Sale of Surplus Material	Historical trend analysis.
Other Miscellaneous Revenue	Projected based on estimated receipts.
Utility Tax Fund Transfer	Total amount of estimated revenue to be collected in Utility Tax Fund.
Contributions from: Kissimmee Utility Authority	Transfer payment amounts are provided by KUA.
Toho Water Authority	Payment from TWA is based upon the stream of payments identified as the Kissimmee system transfer amount and the annual transfer amount based upon growth in the system.
 <u>Stormwater Utility Fund</u>	
Stormwater Utility Fees	Based upon \$8.65 per equivalent residential unit.
 <u>Sanitation Fund</u>	
Special Trash Pickup	Historical trend analysis.
Garbage and Trash Fees	Based on projected customers at current rates.
Franchise Fees	Historical trend analysis based on the current rate specified in the franchise agreement.
 <u>Airport Fund</u>	
Fuel Fees	Airport Department estimate.
Leased Sites	Based upon review of lease provisions.
Car Rental Fees	Airport Department estimate.
Terminal	Per leases on terminal space.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

City Rentals

Fair market rental rates on properties used by other City funds, the Kissimmee Utility Authority and Tohopekaliga Water Authority.

Miscellaneous Revenue

Airport Department estimate.

Central Services Fund

Charges for Service

Amounts billed to using departments for Information Technology, Fleet Maintenance, Facilities Maintenance and Warehouse services. Each division has a unique cost allocation methodology or charge back system.

Local Option Sales Tax Fund

Sales Tax

Projected based on City's portion of local option one cent sales tax on items \$5,000 or less.

Mobility Fee Fund

Mobility Fees

Development Services Department estimates.

Local Option Gas Tax Fund

Gas Tax

State estimate adjusted by historical trend analysis.

Paving Assessment Fund

Interest and Penalties

Interest and penalties due on paving assessments, based on historical trend analysis.

Assessments of Principal

Cash basis estimate of anticipated principal payments to be received in the fiscal year.

Building Fund

Permits (all types)

Forecast furnished by Development Services Department, adjusted for historical trend analysis.

Plan Checking Fees

Estimated by Development Services Department.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Downtown Community
Redevelopment Fund

Intergovernmental Revenue

Amount of tax increment due from the City and County based on growth in the Downtown Community Redevelopment area.

Vine Street Community
Redevelopment Fund

Intergovernmental Revenue

Amount of tax increment due from the City and County based on growth in the Vine Street Community Redevelopment area.

Recreation Impact Fee Fund

Impact Fees

Development Services Department estimates.

Police 2nd Dollar
Assessment Fund

Police Education Fines

Police Department estimate adjusted for historical trend analysis.

School Crossing Guard Fund

Fines

Police Department estimate adjusted for historical trend analysis.

Charter School Fund

Intergovernmental Revenue

Osceola County School District full time equivalent (FTE) funds, adjusted for historical trend analysis.

Utility Tax Fund

Electric

Historical trend analysis at rate of 8%.

Water

Historical trend analysis at rate of 8%.

Natural Gas

Historical trend analysis at rate of 8%.

Propane Gas

Historical trend analysis at rate of 8%.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Communications Services Tax	Historical trend analysis at rate of 7% on local service, intrastate long-distance charges and other telecommunication services.
<u>Local Option Sales Tax Bonds Fund</u>	
Sales Tax Transfers	Amount to pay debt service on the Local Option Sales Tax bonds.
<u>FMHA Bonds Fund</u>	
General Fund Transfer	Amount to pay debt service on the Farmer's Home Loan Administration bonds.
<u>Local Option Gas Tax Notes Fund</u>	
Gas Tax Transfer	Amount to pay debt service on the Local Option Gas Tax notes.
<u>Community Redevelopment Notes Fund</u>	
Community Redevelopment Fund Transfer	Amount to pay debt service on the Community Redevelopment notes.
<u>Series 2016 Bonds Fund</u>	
Transfers from Other Funds	Amounts from various funds to pay debt service on the Series 2016 bonds.
<u>Self-Insurance Funds</u>	
Transfers	Allocated charges to each fund based on share of cost of insurance programs and reserves.
Reimbursements	Historical trend analysis.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

EXPENDITURES

FORECAST METHODOLOGY

With the number and types of funds handled by the City, there are a large number of accounts used to capture different types of disbursements which apply to some but not all of the cost centers. These are limited as much as possible for simplicity but are still customized to a particular fund or department when necessary to present a good picture of its operation and to enable the proper level of budgetary control desired by management. The State of Florida requires its agencies to utilize and report with a standardized chart of accounts which must summarize into its object code categories. Therefore, the City's detailed object codes are designed to roll into the proper State object codes.

Although the level of budgetary control by the City Commission is legally established at the department level, City departments are required by management to budget at the more detailed level of object codes. For purposes of reviewing and considering the City Manager's recommendations, the budget document presents summaries of object code disbursements at the division level which provides sufficient information for the policy makers without making the presentation too detailed. Schedule 1 lists the detailed object codes categorized by their summary titles. This Schedule briefly describes the method used to forecast disbursements at the detailed object code level.

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Executive Salaries

Current City Commission salaries are based on population figures.

Regular Salaries and Wages

Current and newly authorized personnel are extended out at the recommended pay rates.

Overtime

Historical trend analysis modified by anticipated changes in staffing or policies.

Special Pay

Calculated percent of salary on personnel eligible for longevity pay and accrued sick leave balances available to be cashed in as well as various other incentive payments.

FICA Taxes

Calculated percent of salaries and wages, overtime and special pay.

Retirement Contributions

Calculated percent based on administrative and actuarial cost. Currently 19.6% for General, 21.2% for Police and 33.2% for Fire.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Life and Health Insurance	Cost to provide health, dental and life as well as the City paid credit.
Workers Compensation	Based on factors applied to salaries for each type of position depending on the risk of on-the-job injuries.
Unemployment Compensation	Historical trend analysis.
Professional Services	Sum of detailed listing of estimated cost for services anticipated.
Accounting and Auditing	Sum of detailed listing of estimated audit cost for services anticipated.
Other Contract Services	Sum of detailed listing of estimated cost for services anticipated.
Other Services - Custodial	Sum of detailed listing of estimated janitorial cost for services anticipated.
Other Services - Customer Billing	Historical trend analysis adjusted by projected billing charge by the Kissimmee Utility Authority.
Travel and Per Diem	Sum of detailed listing of events, persons attending, expected costs for transportation, meals and incidental travel expenses.
Training	Sum of detailed listing of events, persons attending, expected costs for training and educational materials.
Communication Services	Historical trend analysis, plus anticipated new services.
Electric	Historical trend analysis.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Water and Sewer	Historical trend analysis.
Stormwater Fees	Historical trend analysis.
Solid Waste Disposal Fees	Historical trend analysis adjusted by projected landfill rates.
General Insurance	Based on current premiums adjusted for coverage changes and estimated increases.
Workers Compensation Claims	Historical trend analysis
Vehicle Parts	Historical trend analysis.
Buildings and Grounds Maintenance	Historical trend analysis adjusted for facility modifications.
Other Equipment Maintenance	Historical trend analysis adjusted for additions.
Radio Maintenance	Historical trend analysis adjusted for additions.
Vehicle Maintenance	Historical trend analysis adjusted for fleet age and additions.
Postage	Historical trend analysis adjusted for rate changes or new practices.
Printing	Historical trend analysis adjusted for additional activities to be handled.
Office Supplies	Historical trend analysis.
Operating Supplies	Historical trend analysis.
Cleaning Supplies	Historical trend analysis.
Chemical Supplies	Historical trend analysis.
Tools and Equipment	Historical trend analysis adjusted for additional tools, equipment or office furniture less than \$1,000.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Uniforms	Projected cost times the number of uniformed personnel.
Special Functions	Estimates of the costs of each function.
Road Materials and Supplies	Historical trend analysis amounting to rough costs of keeping roads resurfaced on a regular basis.
Books and Publications	Historical trend analysis.
Dues, Subscriptions and Memberships	Estimated based on current and added membership dues and/or subscriptions.
Rentals and Leases	Projected based on anticipated use of equipment.
Advertising	Historical trend analysis adjusted by any new practices.
Recruitment	Not normally budgeted but covered by unused salaries of the vacated position.
Copier Costs	Projected cost of operating or renting copier equipment.
Safety/Wellness Program	Estimated based on expenses of current program and added activities.
Bad Debt Expense	Historical trend analysis.
Aid to Government Agencies	Based upon specific requests.
Aid to Private Organizations	Based on amounts specified by the City Commission to be allocated to organizations providing services within the City.
Fuel	Historical trend analysis adjusted for additions.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

General Fund Admin Cost

Allocation to other funds or a share of the indirect services provided by General Fund departments based on relative size of each fund's adjusted budget.

Warehouse Charges

Allocation to funds using the warehouse based on relative size of each fund's adjusted budget.

Facilities Maintenance Charges

Sum of costs incurred for maintenance of City facilities.

Information Technology Charges

Allocation to funds using the services of the Information Technology Department based on the relative size of each fund's adjusted budget and on any significant cost (such as implementation of GIS and LAN) for that division's primary benefit.

Land or Easements

Sum of detailed listing of estimated cost for purchases of land or easements.

Buildings

Sum of detailed listing of estimated cost for purchase or construction of buildings.

Infrastructure/Other Improvements

Sum of detailed listing of estimated cost of improvements to City infrastructure. Does not include land, buildings, machinery and equipment or vehicles which are tagged and accounted for in the City's property control record system.

Machinery and Equipment-Equipment

Sum of detailed listing of estimated cost for purchases of machinery and equipment items which are tagged and accounted for in the City's property control record system.

Machinery and Equipment-Vehicles

Sum of detailed listing of estimated cost for purchases of vehicles and mobile equipment which are tagged and accounted for in the City's property control record system.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Principal

Sum of debt service principal from amortization tables of each debt issue.

Interest

Sum of debt service interest from amortization tables of each debt issue.

Other Debt Service Costs

Historical trend analysis adjusted for new issues.

Contingency Reserves

Used for budget allocation only (never actual charges). Sets aside some specific portion of available funds so that transfers can be made to other budgeted accounts for emergencies or unforeseen circumstances.

Restricted Reserves

Used for budget allocation only (never actual charges). Indicates some specific portion of funds on hand or expected to be on hand to comply with City Commission directives or current bond covenants.

Unrestricted Reserves

Used for budget allocation only (never actual charges). Indicates some specified portion of funds on hand or expected to be on hand that are not considered restricted by the City Commission or current bond covenants.

**CITY OF KISSIMMEE
2020 ANNUAL BUDGET**



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