City of Wilton Manors, Florida

Recommended
Operating and Capital Budget

Fiscal Year 2022-2023

Prepared by the Finance Department

CITY OF WILTON MANORS

OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2022-2023

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CITY OF WILTON MANORS

OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2022-2023

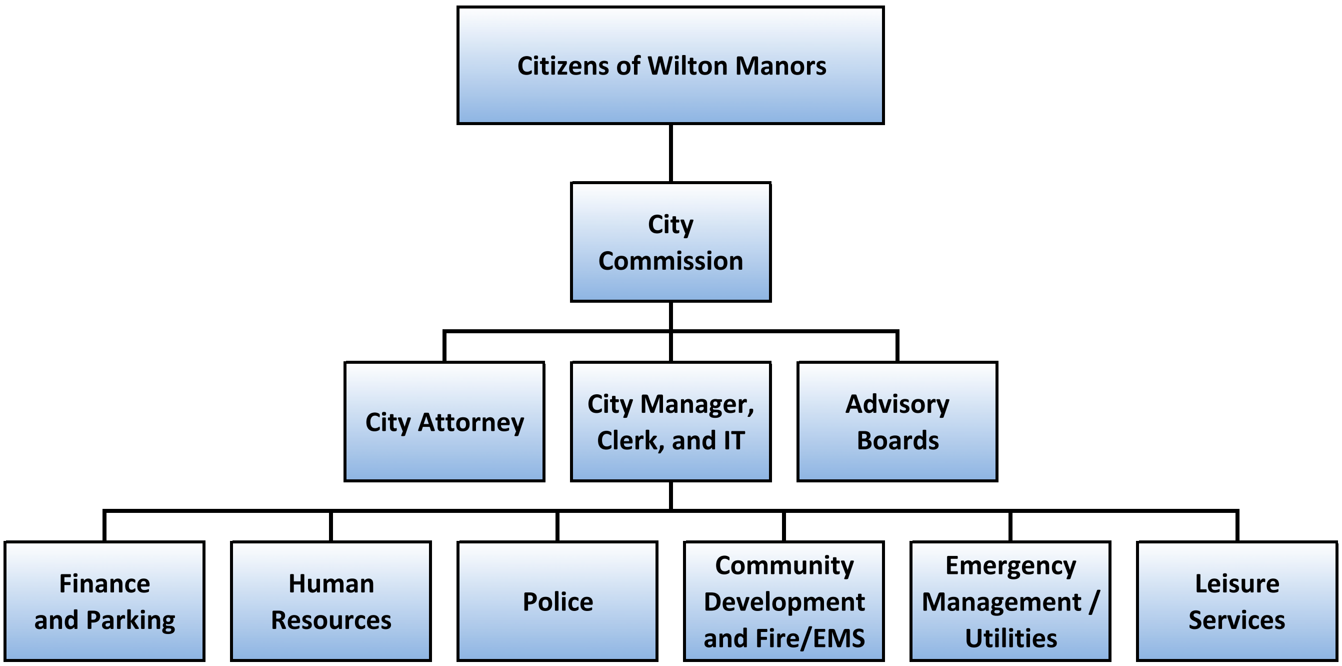
CITY COMMISSION
Scott Newton, Mayor
Paul Rolli, Vice-Mayor
Mike Bracchi, Commissioner
Gary Resnick, Commissioner
Chris Caputo, Commissioner

CITY MANAGER
Leigh Ann Henderson

ASSISTANT CITY MANAGER
Pamela Landi

DEPARTMENT DIRECTORS
Kerry Ezrol, City Attorney
Faith Lombardo, City Clerk
Pennie Zuercher, Finance Director
Dio Sanchez, Human Resources Director
Gary Blocker, Police Chief
Roberta Moore, Community Development Services Director
Patrick Cann, Leisure Services Director
David Archacki, Emergency Management/Utilities Director

City of Wilton Manors



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Wilton Manors
Florida

For the Fiscal Year Beginning

October 01, 2021

Christopher P. Morrill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award for Distinguished Budget Presentation to the City of Wilton Manors, Florida for its annual budget for the fiscal year beginning October 1, 2021.

In order to receive this award, a governmental unit must publish a budget document that meet program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. The City administration believes the current budget continues to conform to program requirements, and is submitting it to GFOA to determine its eligibility for another award.

City of Wilton Manors

Life's Just Better Here

Date:	July 11, 2022
To:	Mayor and City Commission
From:	Leigh Ann Henderson, City Manager
Re:	Submittal of Fiscal Year 2022-2023 Budget

Enclosed, you will find your individual City Commission Budget books in submittal of the proposed budget for Fiscal Year 2022-2023. The Commission's first advertised budget workshop with the Budget Review Committee was held on Tuesday, June 21 at 6:30 pm. The two advertised budget workshops with the City staff have been scheduled for Wednesday, July 27 and Tuesday, August 23, both at 6:30 pm. All workshops and hearings will be held in the Commission Chambers in City Hall.

In similar manner as the prior fiscal years, this budget book includes the newly-updated section on the following pages that provides "Budget Highlights". This section has been prepared to assist you in easily identifying the changes proposed in the submitted budget in the following areas: personnel; major capital items; operating, and revenues.

In addition, the revenues section includes details on the ad valorem rates for the current year (FY 22) and the proposed rates for the upcoming fiscal year (FY 23).

The Commission's two budget hearings with the public will be held Wednesday, September 14 and Wednesday, September 28; both at 6:30 pm. As you review the adopted budget, should you have any questions at all, please contact me or Assistant City Manager Pamela Landi. We will be happy to answer your questions at any time either by phone, e-mail or to set up an appointment to meet with you individually or jointly with the City's Finance Director and Departmental staff.

Leigh Ann Henderson
City Manager

City of Wilton Manors

At A Glance

www.wiltonmanors.com

The City of Wilton Manors, located in Broward County, was incorporated in 1947, and was created as a municipality under Chapter 165, Florida Statutes and named the Village of Wilton Manors. The Laws of Florida, 1953, Chapter 29609 established the present municipality, designated it the City of Wilton Manors and enacted its Charter. The City operates under the Commission-City Manager form of government and provides the following services as authorized by its Charter: general government, public safety, public services, transportation, and culture and recreation. The City also provides water distribution, sewer collection, parking solid waste and drainage services. The City is a Certified Wildlife Community Habitat.

Date of Incorporation:

June 1947

Form of Government:

Commission-City Manager

Area: 1.8 square miles

2022-2023 Proposed Budget:
$49,075,672

Services

- Water and wastewater
- Solid waste & recycling
- Police
- Fire and emergency medical
- Code enforcement
- Recreation
- Parks & facilities
- Parking
- Ride share
- Emergency management
- Volunteer boards & committees
- Business retention & enhancement

CITY DEMOGRAPHICS

Population:	11,426
Under 18 years	6.1%
18 years to 64 years	69.6%
65 years & over	24.3%
Median Age:	53.1
Bachelor degree or higher:	46.2%
School enrolled in K-12:	37.6%
No. of Households (HH):	7,034
Median HH Income:	$72,070
Average HH Size:	1.62
Total Housing Units:	7,004
Occupied:	6,235
Unoccupied:	769
Home ownership:	61.4%
Median home value:	$388,200

(All data above is from the 2020 Census)

POLICE AND FIRE

Police Station	1
Sworn Officers	34
Non-Sworn Staff	17
Fire Station	1

(Fire and Emergency Medical services are contracted to the City of Fort Lauderdale.)

CITY PARKS

1. Andrews Avenue Extension
2. Apache Pass Park
3. Colohatchee Park
4. Colohatchee Boat Ramp
5. Coral Gardens Park
6. Donn Eisele Park
7. Hagen Park / Veterans Memorial
8. Island City Park Preserve
9. Justin Flippen Park
10. M.E. DePalma Park
11. Mickel Park
12. Rachel Richardson Park
13. Richardson Historic Park & Nature Preserve
14. Snook Creek Boat Ramp
15. Wilton Manors Elementary
16. Waterways
17. Cultural Center

EDUCATION

Wilton Manors Elementary
Pace Center for Girls
Somerset Academy Village
Little Flower Montessori School

LAND USAGE

Residential	90.5%
Commercial	5.8%
Industrial	0.4%
Governmental	0.5%
Institutional	0.4%
Miscellaneous	2.5%

(From Broward County Property Appraiser)

MAJOR EMPLOYERS

City of Wilton Manors
Kids In Distress
Marrinson Group
Pace Center for Girls
Publix Supermarkets
School Board of Broward County

PRINCIPAL TAXPAYERS	Acres
Marrison Group	9.6
Ascend Wilton Twenty Fourth	6.8
Carol S Williams TR	5.5
2262 Wilton Drive Owner LLC	5.4
LG Wilton Park LLC	5.1
2675 N Andrews Ave LLC	4.6
Real Sub LLC	4.4
UDC Manors LLC	3.9
Footbridge HOA Inc	3.7
2701 North Andrews Property	3.3

Based on total owned acreage.

CITY OF WILTON MANORS

BUDGET HIGHLIGHTS
FISCAL YEAR 2022-23 BUDGET

This section of the City's recommended operating and capital budget provides an explanation of significant factors affecting the budget for fiscal year ending September 30, 2023. We encourage readers to consider the information presented here in conjunction with the budget schedules beginning on page B-1.

Recovery from COVID-19

On March 9, 2020, Governor Ron DeSantis declared a public health emergency in the State of Florida resulting from the spread of the Novel Coronavirus 2019 ("COVID-19"). On March 13, 2020, the President of the United States declared a national state of emergency. On March 18, 2020, the City, along with Broward County, began a shutdown of all non-essential businesses within the city and closed City Hall to non-employees. Citizens were asked to remain in their homes and many businesses closed.

As a result, unemployment climbed to double digits; the stock market experienced multiple days of significant losses; all resulting in an economic downfall locally and nationally. The National Bureau of Economic Research ("NBER") declared the nation in a recession as a result of the shutdown due to the nationwide pandemic.

The reopening of the economy began in Florida mid-May 2020 with the implementation of vaccines. A year later, the Center for Disease Control (CDC) lifted the mask requirements for fully vaccinated individuals except in limited situations. Two years later, booster shots are available, with a second booster for those 50 and over. Mask requirements have been fully lifted.

The Economy

The demand for real estate has been increasing since July 2020. Low mortgage rates continue to fuel real estate. It is a seller's market with many getting above asking price. Many are relocating to South Florida from areas with high-tax and high-density. As a result, home values have increased substantially. The City of Wilton Manors have seen housing prices increase by 23.6% since 2019; 6.27% in 2020, 6.30% in 2021, and 12.57% in 2022. Despite the Federal Reserve raising interest rates, the housing market continues to be strong.

The unemployment rate has plunged (2.8%, March 2022) while inflation has soared (9.6%, April 2022). Unemployment has fallen, in part due to fewer jobs than compared to before the pandemic. Prices have not increased on goods and services this fast since 1982. Those 40 and younger have never lived or worked during a period with prices rising this fast. In addition, the invasion of Ukraine by Russia has caused fuel prices to increase.

All-Funds Budget

The FY22-23 Recommended Budget for all funds is $49,075,672. The tables below compare the adopted FY22-23 budget to the adopted FY21-22 budget.

FY22-23 All-Funds Budget, Summary by Fund

Fund	**Adopted FY22-23**	Adopted FY21-22	$ Change	% Change	Fund as % of Budget
General Fund	**$22,886,751**	$19,946,696	$2,940,055	14.7%	46.6%
Capital Improvement Fund	**2,151,841**	803,511	1,348,330	167.8%	4.4%
America Rescue Plan Act	**19,420**	0	19,420	n/a	0.0%
Recycling & Solid Waste Fund	**3,845,494**	3,722,350	123,144	3.3%	7.8%
Fire Rescue Assessment Fund	**3,036,770**	3,024,998	11,772	0.4%	6.2%
Road Improvement Fund	**262,574**	364,849	(102,275)	-28.0%	0.5%
Surtax Fund	**2,760**	0	2,760	n/a	0.0%
Miscellaneous Grants Fund	**120**	44,571	(44,451)	-99.7%	0.0%
Federal Police Forfeiture Fund	**17,800**	10,300	7,500	72.8%	0.1%
Police Training & Education Fund	**1,000**	6,590	(5,590)	-84.8%	0.0%
State Police Forfeiture Fund	**16,500**	106,267	(89,767)	-84.5%	0.1%
Water Utility Fund	**7,152,584**	4,240,513	2,912,071	68.7%	14.6%
Sewer Utility Fund	**7,557,865**	5,355,867	2,201,998	41.1%	15.4%
Parking Fund	**1,104,680**	970,600	134,080	13.8%	2.3%
Drainage Utility Fund	**892,723**	1,219,588	(326,865)	-26.8%	1.8%
Jenada Fund	**8,150**	8,045	105	1.3%	0.0%
Wilton Drive Improvement District	**118,640**	96,490	22,150	23.0%	0.2%
	$49,075,672	$39,921,235	$9,154,437	22.9%	100%

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FY22-23 All-Funds Budget, Summary by Category

Category	**Adopted FY22-23**	Adopted FY20-21	$ Change	% Change	Category as % of Budget
Personnel Wages	**$9,506,604**	$8,888,384	$618,220	7.0%	19.4%
Personnel Benefits	**5,780,007**	5,553,218	226,789	4.1%	11.8%
Operating Expenditures	**21,912,318**	19,972,264	1,940,054	9.7%	44.6%
Capital Expenditures	**7,629,520**	2,264,017	5,365,503	237.0%	15.6%
Debt Service	**830,112**	829,337	775	0.1%	1.7%
Depreciation	**1,036,900**	1,036,900	0	0.0%	2.1%
Transfers	**2,380,211**	1,377,115	1,003,096	72.8%	4.9%
	$49,075,672	$39,921,235	$9,154,437	22.9%	100%

Overall, the FY 2022-23 budget has increased $9,154,437, or 22.9% over prior year adopted budget.

On February 1, 2022, the City held a budget workshop with the City Commission to discuss goals and objectives from the City's strategic plan that should be prioritized in the FY 2022-23 budget. Using the information provided, the City Manager and staff prepared the recommended budget for FY 2022-23.

Other overall impacts to the FY 2022-23 budget include increases in personnel wages. These increases are driven by the implementation of the Classification and Compensation study that includes adjustments ($182K) for select positions within City staff effective October 1, 2022. And, proposed cost of living (3%) and merit (up to 3%) salary increases for all employees.

Increases in personnel benefits is driven by an increase (18% average) in the Florida Retirement System required contribution, an increase (9%) in health insurance, as well as, increases resulting from increased personnel wages.

Transfers from the utility accounts, water and drainage, were reduced by 29.0%, or $244,149, from what was transferred for FY 2021-22. The current plan to eliminate this transfer calls the final transfer to occur no later than FY 2025. The schedule of planned transfers can be found at the end of this overview.

General Fund Budget

The General Fund is the City's primary fund for the general operations of the City. Its primary source of revenue is ad valorem taxes (property taxes), which accounts for approximately half (48%) of total General Fund revenues. In FY 2017-18, the City's taxable property value surpassed the pre-recession high of $1.266 billion. Taxable property values (see page A-24) have increased, again, for the eleventh consecutive year since its lowest point in FY 2011-12 ($853 million) at the end of the Great Recession. The City's Taxable Value at June 1, 2022 is $1,887,880,081, a total overall increase of 12.57% over prior year. Since the end of the Great Recession, the City has been in the upper tier of Broward County cities for property value increases, with the City's increase in taxable value this year being slightly below the Broward County average of 12.90%. The increase in property values will bring in additional revenue to the City's General Fund of $1,130,196 based on the FY2022-23 proposed millage rate of 5.8360, which is equal to the FY 2021-22 millage of 5.8360.

Looking at ad valorem rates historically (see page A-23), total millage rates (operating and debt service) have declined 0.9447 mills (13.5%) since the high of 6.9994 mills in FY 2011-12. The operating millage rate has declined 0.3806 mills, or 6.1%, since the high of 6.2166 in FY 2013-14. From FY 2015-16 through FY 2021-22, the operating millage rate has declined 0.2323 mills or 3.8%.

According to the Broward County Property Appraiser's office, the average taxable value for a single-family home in Wilton Manors is $329,794 as of January 1, 2022, a 12.7% increase of 2021. The decline in operating millage, mentioned above, equates to approximately $77 in annual savings per average single-family home, or a two-scoop ice cream with toppings per month at the local ice cream shop. However, the cost of that two-scoop ice cream with toppings per month per taxpayer could have provided approximately $420,000 in additional revenues for the upcoming fiscal year, $1.2 million over the past six years. These additional funds could have assisted the City in providing new / additional services to residents; improved recreation facilities; and new / additional programs to attract new businesses.

State revenue sharing and the half cent local sales tax revenues, $449,000 and $1,058,000 respectively, make up an additional 6.6% of total General Fund revenues (see page B-11). The half-cent local sales tax is expected to increase by $168,000 over prior year

The City expects to see an overall increase in revenues of $2,940,055 (14.7%) as compared to prior year adopted budget.

Fire and Emergency Medical Services

Since June 2000, the City of Wilton Manors has contracted with the City of Fort Lauderdale (CFL) to provide Fire and Emergency Medical Services (EMS). In 2010, this contract was renewed for an additional 5-year term which expired on September 30, 2015. In 2015, a second 5-year renewal of the Fire-EMS contract that was adopted by the City Commissions of both Wilton Manors and Fort Lauderdale. Its expired September 30, 2020.

In 2020, the City of Wilton Manors and the City of Fort Lauderdale agreed to a third five (5) year renewal of the Fire-EMS contract. The agreement calls for the City of Wilton Manors to pay the actual cost of providing service or a 10% increase in the service fee, whichever is less.

The proposed FY 2022-23 budget reflects a 4.63% increase to the annual service fee which is equal to the actual cost to the City of Fort Lauderdale to provide fire and emergency medical services to the City of Wilton Manors.

While the General Fund accounts for the EMS portion of the CFL contract, the fire portion of the contract expenditures are accounted for in the City's Fire Assessment Fund. The principal source of revenue for this fund is the City's Fire Assessment Fee. These fees are calculated based on expenditures for the fire portion only of the CFL contract and on the City's other fire-related expenditures.

The total Fire Assessment is allocated proportionately to the various types of users within the City based on the total number of response calls associated with each respective property use designation. The

Fire Assessment Fees are budgeted to increase in FY23 for single family homeowners from $267.36 to $279.98, or $12.62 annually (4.7%).

The City's Fire Assessment rates are based on the methodology reaffirmed by an assessment allocation study that was completed by an outside consulting firm during the spring of 2021. Below is a table that compares the proposed FY22-23 Fire Assessment Fees to those of last fiscal year.

Wilton Manors Assessment Rates by Property Use Category	**Fees for Budget Year FY22-23**	FY21-22	Increase (Decrease)	% Change
Residential (per unit)	**$279.98**	$267.36	$12.62	4.7%
The Rates below are per 100 Square Feet of building space:				
Commercial	**$51.59**	$44.62	$6.97	15.6%
Industrial/Warehouse	**$6.98**	$9.81	($2.83)	-28.8%
Institutional	**$22.41**	$15.39	$7.02	45.6%
Government	**$39.15**	$43.29	($4.14)	-9.6%
Nursing Home	**$84.81**	$90.762	($5.95)	-6.6%
Total Fire Services Assessment:	**$2,798,584**	$2,730,311	$68,273	2.5%

Utility User Fees

Water and Sewer User Fees must be set to allow prudent and efficient operation of the City's water distribution and sewage collection systems while being sensitive to the rates being charged to utility customers. Revenues to the system must cover the system costs so that the utility can be operated as a going concern that will be able to provide services in perpetuity to the City's residents and businesses.

There are three major components to the costs of the water and sewer system:

- First is the actual cost to produce drinking water and treat sewage. As a very small City with no water treatment plant or sewage treatment plant of our own, Wilton Manors contracts with the City of Fort Lauderdale (CFL) to purchase both drinking water and sewage treatment services.
- Second is the day-to-day cost to operate the City's water distribution and sewage collection systems. This includes the cost of the personnel, equipment, supplies, etc. needed to provide the ongoing maintenance of the systems.
- Third is the cost to continually maintain and upgrade the system's infrastructure.

The cost to produce water depends upon the actions of two independent governments – the City of Fort Lauderdale (CFL) and the South Florida Water Management District (SFWMD). As previously mentioned, the City of Wilton Manors contracts with CFL for water purchases and sewer treatment. CFL's rates are determined by their City Commission. CFL rates increased by 5% in FY 2021-22. For FY 2022-23, Fort

Lauderdale has added an additional 3.5% on to their annual increase for a total increase of 8.5%. This is a result of the rate study conducted in FY 2020-21.

The cost of sewage treatment is also determined by CFL, but is based on the actual costs of operating Fort Lauderdale's Central Regional Wastewater System. Sewage treatment rates are not set until August; however, Wilton Manors staff attends quarterly meetings to get updates on the wastewater system and its financial trends. At the time of the publication of this Recommended Budget (June, 2022) it is anticipated that an 8.6% increase in sewer usage rates will be needed for FY23.

Day-to-day operations costs of the water and sewer systems are provided in much greater detail in the Water & Sewer Utility Fund section of this budget. System operating costs are expected to increase slightly in FY23.

Infrastructure renewal costs - During the last several years, the Water & Sewer Utility Funds have been financing needed infrastructure upgrades on a pay-as-you-go basis without incurring additional debt. In order to clearly define the City's future utility infrastructure needs, the City contracted with an outside consultant to develop a Water, Sewer, and Stormwater Master Plan. This plan was completed in January 2020 and identified the future funding needs for the City's utility infrastructure, thus providing a key component of future utility rates. The City completed its utility rate study in the Fall of 2021, which included planning for funding of the City's future utility infrastructure needs. The utility rate study identified the following rate increases needed over the next five years to assist with funding the CIP.

Fiscal Year	Water	Wastewater	Stormwater
FY 2023	5.00%	5.00%	5.00%
FY 2024	2.00%	3.00%	10.00%
FY 2025	2.00%	3.00%	10.00%
FY 2026	2.00%	3.00%	5.00%
FY 2027	2.00%	3.00%	3.50%

For FY 2022-23, the first year of the CIP, projects are being funded with a combination of ARPA ($5.4 million) and reserves ($3.9 million). Debt financing will be needed to fund projects for fiscal years 2023-24 through 2026-27. The City is working with its municipal advisor to develop a financing plan for the next four years of the CIP. The City is looking to utilize the Water Infrastructure Finance and Innovation Act (WFIA) to assist in funding these projects. WIFIA will loan the City 80% of approved project costs. The City will be responsible for funding the remaining 20% from non-Federal funds.

Taking all of these factors into account provides for the following actions on rates. The City's utility rate structure combines both a Base Rate (fixed fee) and a Usage Rate (variable fee), both for water and sewer. Water and wastewater rates will be adjusted for the 8.6% increase imposed by CFL. In addition, the City will adjust water and wastewater rates per the utility rate study. This increase is needed to begin replenishing the reserves and prepare to fund the required 20% match over the next four years. However, to offset the unexpectedly high increase from CFL, the City is reducing its increase from the recommended 5.0% to 3.0%.

Stormwater Fees - A rate increase of 5% has been adopted for the Drainage Utility Fund (Stormwater) for FY22-23. The City's stormwater system is included in the upcoming master plan infrastructure CIP, most of which projects will be funded without debt.

Garbage and Recycling Fees – The City contracts with an outside vendor to provide garbage and recycling services. After an RFP process, the City awarded the garbage and recycling contract in 2016 to Waste Management. The 3-year contract expired on September 1, 2021, however, the City successfully negotiated with Waste Management to renew the contract for a 2-year renewal term ending September 1, 2023. The contract has provided stable rates for the last four years, but a rate adjustment limited by certain factors is permitted upon renewal. The rates for FY 22-23 are expected to increase 2.5%.

Personnel

The City's Human Resources Department strives to maintain competiveness in employee recruitment and retention. The City's policy is to adjust employee pay ranges every two years by the average of the change in the Consumer Price Index (CPI) over the last two years. However, a full compensation and classification study was performed by the City for the FY22-23 budget. Based on the recommendations of the study, pay ranges have been adjusted effective October 1, 2022. In addition, some of the City's employees will receive an adjustment based on market pay rates effective October 1, 2022. The majority of those receiving these adjustments are in the City's lowest paid employees. A table showing the job classifications and pay ranges can be seen in Personnel section on page AB-1.

- **Number of Positions** (see page A-25)

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 21-22	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Full Time Positions	113.00	112.87	112.00	111.87
Part Time Positions	46.00	26.00	46.00	27.00
TOTALS	159.00	138.87	158.00	137.87

Changes in personnel include:

- Reclassifying a Community Development Services (CDS) Supervisor to a CDS Manager as a result of increased duties and responsibilities as outlined in the organizational study on CDS
- Reclassifying an Emergency Management/Utility (EM/U) Office Manager to an EM/U Assistant Director as a result of increased duties and responsibilities
- Adding a Fiscal Analyst to the Finance department to assist with development of the budget, annual financial report and special projects

- **Health, Life, and Dental Insurance Costs**

The City offers health, life, and dental insurance to all full-time employees. In January 2008, the City implemented an insurance opt-out program for all full-time employees participating in the City's health insurance. As an incentive for employees to decline coverage and reduce the City's expenses for health insurance, the City provides employees with the option of receiving $100 per month if they have insurance coverage under another medical plan. This program is limited to a maximum of fourteen (14) participants citywide.

The City makes available to all employees a lower-cost High Deductible Health Plan (HDHP) with a Health Savings Account (HAS). The City prefunds the HSA with $1,250 for employee only coverage and $1,700 for employee plus coverage.

Premiums for health, life, dental, and disability insurance are set on a calendar year basis. The budget, therefore, includes premiums at the current calendar year rate for the first three months of FY22-23, and premiums at the projected rate of increase for the last nine months of the fiscal year.

Actual premiums for the coming calendar year are not known until several months after the budget is adopted. For calendar year 2023, the City is budgeting for an anticipated premium increase of 9% for health insurance. No budget increases are being anticipated for dental or life insurance for 2023. With natural employee turnover, the City has also recently seen a trend toward younger employees, many of whom elect for less expensive health insurance coverage such as single coverage rather than full family coverage. Due to a combination of all of the above factors, the City's budget for health, life, and dental insurance is expected to increase by $119,000 for FY23.

- **Pension Contribution Costs**

The City of Wilton Manors participates in the Florida Retirement System (FRS). The City also has a closed defined benefit (DB) pension plan with four active employees. The remainder of the City's employees participate in the FRS plan.

Rates for the FRS plan are set by the state legislature, and are effective for the state's fiscal year from July 1 through June 30. Therefore, rates for the first nine months of FY22-23 (October 1, 2022 through June 30, 2023) have been set, but the rates for the last three months of FY22-23 (July 1, 2023-September 30, 2023) will not be adopted until the spring of 2023.

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The table below details the City's FY23 budgeted pension contributions. The increase shown below is also attributed to the increase in wages from the compensation and classification study.

Total Budgeted Pension Contributions	FY22-23 Budget	FY21-22 Budget	$ Change	% Change
General / Non-Sworn:				
Wilton Manors Plan	**$ 713,815**	$736,408	($22,593)	-3.1%
Florida Retirement System (FRS)	**1,076,772**	1,044,231	32,541	3.1%
Total Non-Sworn	**1,790,587**	1,780,639	9,948	0.6%
Sworn:				
Wilton Manors Plan	**885,594**	915,430	(29,836)	-3.3%
Florida Retirement System (FRS)	**714,809**	481,956	232,853	48.3%
Total Sworn	**1,600,403**	1,397,386	203,017	14.5%
TOTALS	**$3,390,990**	$3,178,025	$212,965	6.7%
By Plan				
Total Wilton Manors Plan	**$1,599,409**	$1,651,838	($33,356)	-2.0%
Total Florida Retirement System (FRS)	**1,791,581**	1,526,187	309,136	20.3%
	$3,309,990	$3,178,025	$212,965	6.7%

Wage Adjustments

The City negotiated a three-year contract with the Broward County Police Benevolent Association (PBA), which represents 39 sworn and non-sworn Police Department employees. This contract became effective October 1, 2020 and will expire on September 30, 2023. The agreement includes a merit adjustment of 3.0% and a cost of living adjustment of 0.5% for FY2022-23.

Management has adopted a compensation policy that calls for future pay increases for General Employees (non-PBA) to include an annual merit adjustment of 0% - 3% based on the results of annual performance reviews, and a cost of living adjustment (COLA) tied to the annual change in the Consumer Price Index (CPI) for the prior year. The policy calls for the COLA to vary between a minimum of 1% and a maximum of 3% when the change in the CPI is positive. No COLA would be granted when the change in the CPI is negative. Compensation for the City Manager is determined by contract and is approved annually by the City Commission as a part of the Adopted Budget. The compensation policy recognizes that all wage increases are subject to both budgetary restrictions and City Commission approval.

The FY 2022-23 budget includes 3.0% for COLA and merit raises for general employees per the City's compensation policy.

Capital

Capital expenditures for FY 22-23 are significantly above the prior year budget. This increase is driven by the availability non-recurring funds from receipt of a large outstanding lien payment as well as funds remaining at the end of FY 20-21. Capital expenditures by fund are shown in the table below.

FY22-23 All-Funds Budget, Capital Summary by Fund

Fund	**Proposed FY22-23**	Adopted FY21-22	$ Change	% Change	Fund as % of Budget
Capital Improvement Fund	**$2,151,841**	$803,511	$1,348,330	167.8%	28.2%
Recycling Fund	**3,636**	4,500	(864)	-19.2%	0.0%
Fire Rescue Assessment Fund	**14,325**	187,500	(173,175)	-92.4%	0.2%
Road Improvement Fund	**16,198**	106,780	(90,582)	-84.8%	0.2%
Miscellaneous Grants Fund	**0**	11,187	(11,187)	-100.0%	0.0%
Federal Police Forfeiture Fund	**0**	0	0	0.0%	0.0%
Police Training & Education Fund	**0**	0	0	0.0%	0.0%
State Police Forfeiture Fund	**0**	93,767	(93,767)	-100.0%	0.0%
Water Utility Fund	**2,928,930**	179,000	2,749,930	1536.3%	38.4%
Sewer Utility Fund	**2,276,115**	262,772	2,013,343	766.2%	29.8%
Parking Fund	**20,238**	30,000	(9,762)	-32.5%	0.3%
Drainage Utility Fund	**218,237**	585,000	(366,763)	-62.7%	2.9%
Jenada Fund	**0**	0	0	0.0%	0.0%
Wilton Drive Improvement District	**0**	0	0	0.0%	0.0%
	$7,629,520	$2,264,017	$5,365,503	237.0%	100%

In FY 2022-23, the City continues its Capital Replacement Plan (CRP) which is designed to fund the scheduled replacement of vehicles, equipment, and selected infrastructure. Below are each fund's contributions to the CRP for this budget year.

Funding of Capital Replacement Plan

General Fund (Transfer to Capital Improvements Fund)	$463,475
Recycling Fund	3,636
Fire Assessment Fund	14,325
Road Improvement Fund	16,198
Water and Sewer Utilities Fund	129,670
Parking Fund	20,238
Drainage Fund	38,287
	$685,829

Capital Improvement Program
2022-2023 Major Capital Projects

	Amount
Vehicles, Equipment & Technology	
CRP - PC / Laptop Replacement Plan	$ 60,620
Meraki Switches - Library & Hagen Switches	10,994
Aruba Switches	69,000
Telecommunications recommendations	100,000
IT Master Plan recommendations	50,000
Visio	23,000
Mickel Park Camera System	18,525
CRP - Two (2) unmarked detective vehicles	80,000
CRP - Four (4) marked hybrid police vehicles	221,000
CRP - Five (5) additional handheld laser units	10,500
In-car cameras, year 4 of 5	36,492
Fifteen (15) short barrel rifles & twenty-two rifle slings	20,500
CRP - Two (2) replacement message boards	36,000
CRP - Replace 2008 Ford F250	35,000
CRP - Replace one 15 passenger van	30,000
Jon Boat	15,000
CRP - Replace Utility Vacuum Vehicle, full cost	321,000
GIS Utility Atlas Updates & Integration	58,350
Generator	50,000
Total Vehicles, Equipment & Technology	**1,245,981**
Facility Repairs/Improvements	
Resurface and restripe Library parking lot	10,000
Roofing Repairs	100,000
ICPP Basketball Resurfacing	20,000
Hagen Tennis Resurfacing	35,000
Hagen Interior Painting	20,000
Cultural Center Flooring Replacement	15,000
Mickel Sewer Line	10,000
Mickel Pavilion Repairs	10,000
Park and Waterway Signage	10,000
Hagen Carpeting	20,000
City Boat Ramp Repairs - Snook Creek and Colohatchee	35,000
ICPP Floor Replacement	45,000
Cultural Center Improvements	30,000
Richardson Carriage Bar Replacement	15,000
City Hall / Hagen Parking Lot Resurfacing & Striping	25,000
LED Lighting for City Hall	60,000
Municipal Complex Repairs, full cost	145,000
Hagen Amenities	100,000
Facility Repairs/Improvements	**705,000**

Utility System Repairs/Improvements	
NW 30 Court Service Line Replacements	661,615
Relocate a portion of water main on N Andrews Ave at NE 26th ST	60,000
Wilton Manors West Phase 1 - Water Main Replacements	1,900,030
Lift Station #1 Replacement - 3049 NW 9 Avenue	738,110
Lift Station #4 Replacement - 2400 NW 9 Terrace	653,110
Lift Station No. 7 Rehabilitation - 3001 NE 3 Avenue	738,110
Utility System Repairs/Improvements	**4,750,975**
Others	
Wilton Drive Phase 3	50,000
Grant Matching Funds	75,000
Library Books	35,000
Others	**160,000**
Total Major Projects	**$ 6,861,956**

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Debt Service

During FY18-19, the City purchased two parcels of land to expand Colohatchee Park. Interim financing for this project was accomplished by an internal interfund loan from the Water & Sewer Utility Fund to the General Fund. During FY21-22, the City Commission approved a new bank loan to secure permanent financing for this property purchase, as well as refinance the Utility and Parking and the Mickel Park loans.

In FY20-21, the City refinanced the 2008 City Hall General Obligation Loan. The refinancing will reduce the City's debt service payments over the life of the loan by $245,104.

Budgeted Debt Service for FY22-23	Annual Payment	Payoff Date	Principal Balance at End of FY22-23
2020 City Hall General Obligation Refinancing	$396,268	2/1/2028	$2,275,920
2021 Mickel/Colohatchee Parks & Utility and Parking refinancing	433,842	12,/1/2030	2,314,000
Totals:	**$830,110**		**$4,589,920**

Fund Balance

It is the City's policy to maintain Unassigned Fund Balance in the General Fund at between 15% - 20% of General Fund operating expenditures. The Proposed FY22-23 budget keeps Unassigned Fund Balance at approximately 20% of the General Fund's operating expenditures. A detailed Fund Balance Analysis follows later in this Overview section of the budget.

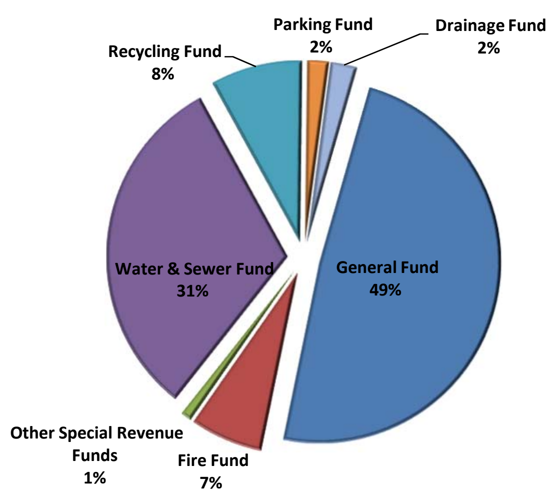
City of Wilton Manors

WORKSHEET FOR INTERFUND TRANSFERS:

								90.0%	80.0%	65.0%	50.0%	35.0%	20.0%	0.0%
A	**B**	**C**	**D**	**E**		**F**		**G**	**H**	**I**	**J**	**K**	**L**	**M**
Number and Name of Enterprise Fund	Total Non-Current Assets Last Audit (9/30/18)	Taxable Personal Property Exemptions	Taxable Value Basis for Calculating PILOT (Payment In Lieu Of Taxes)	PILOT (D / 1,000) x Millage Rate		FY19 Transfer to General Fund (BASE YEAR)		FY20 PROPOSED BUDGETED INTERFUND TRANSFER 90%	Transitional Adjustment FY21 80%	Transitional Adjustment FY22 65%	Transitional Adjustment FY23 45%	Transitional Adjustment FY24 35%	Transitional Adjustment FY25 20%	Transitional Adjustment FY26 0%
151 Recycling	161,040	(25,000)	136,040	803		196,324		176,692	157,059	127,611	98,162	68,713	39,265	0
401 Water Utility	15,362,802	(25,000)	15,337,802	90,493		1,098,001		988,201	878,401	713,701	499,001	384,300	219,600	0
406 Parking	1,546,189	(25,000)	1,521,189	8,975		0								
450 Drainage Utility	862,475	(25,000)	837,475	4,941		0								
Totals:	17,932,506	(100,000)	17,832,506	105,212		1,294,325		**1,164,893**	1,035,460	841,312	597,163	453,013	258,865	0
						Annual Adjustment:		**(129,432)**	**(129,433)**	**(194,148)**	**(244,149)**	**(144,150)**	**(194,148)**	**(258,865)**

City of Wilton Manors
Combined Budget Summary
FY2022-2023

	General Fund	Fire Fund	Other Special Revenue Funds	Capital Improvement Fund	Water & Sewer Funds	Recycling & Solid Waste Fund	Drainage Fund	Parking Fund	Total
Revenue by Type:									
Ad Valorem Taxes	$ 11,093,406	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 11,093,406
Utility Taxes	2,433,100	-	-	-	-	-	-	-	2,433,100
Franchise Fees	1,411,500	-	-	-	-	-	-	-	1,411,500
Permits, Fees & Special Assessments	1,075,900	2,789,584	104,000	-	6,500	-	-	-	3,975,984
Intergovernmental	1,615,640	87,980	220,000	-	-	-	-	-	1,923,620
Charges for Services	2,434,766	105,000	41,164	-	9,883,608	3,794,400	609,000	862,600	17,730,538
Fines and Forfeitures	352,050	-	-	-	-	-	-	226,000	578,050
Miscellaneous Revenues	288,870	36,640	28,069	9,010	149,830	47,480	10,740	16,080	586,719
Interfund Transfers In	702,375	-	-	1,677,836	-	-	-	-	2,380,211
Use of Fund Balance/Net Position	1,479,144	17,566	53,731	464,995	4,670,511	3,614	272,983	-	6,962,544
Total Revenues	$ 22,886,751	$ 3,036,770	$ 446,964	$ 2,151,841	$ 14,710,449	$ 3,845,494	$ 892,723	$ 1,104,680	$ 49,075,672
Expenditures by Object:									
City Commission	$ 201,318	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 201,318
City Manager	1,691,640	-	-	125,000	-	-	-	-	1,816,640
City Clerk	358,876	-	-	-	-	-	-	-	358,876
Finance	858,847	-	-	-	-	-	-	-	858,847
Human Resources	630,767	-	-	6,000	-	-	-	-	636,767
City Attorney	365,785	-	-	-	-	-	-	-	365,785
Information Technology	774,471	-	-	354,404	-	-	-	-	1,128,875
Non-Departmental	1,796,877	-	120	463,475	-	-	-	-	2,260,472
Police	7,188,490	-	35,300	382,712	-	-	-	-	7,606,502
Community Development Services	1,340,211	-	-	5,250	-	-	-	-	1,345,461
Emergency Medical Services	1,558,846	-	-	-	-	-	-	-	1,558,846
Emergency Management/Utilities-Public Services Division	195,540	-	8,150	41,000	-	-	-	-	244,690
Leisure Services	4,247,247	-	-	774,000	-	-	-	-	5,021,247
Fire Services	-	3,036,770	-	-	-	-	-	-	3,036,770
Road Operations	-	-	265,334	-	-	-	-	-	265,334
Wilton Drive Improvement District	-	-	118,640	-	-	-	-	-	118,640
Water & Sewer Utility Operations	-	-	19,420	-	14,710,449	-	-	-	14,729,869
Drainage Utility Operations	-	-	-	-	-	-	892,723	-	892,723
Solidwaste Operations	-	-	-	-	-	3,845,494	-	-	3,845,494
Parking Operations	-	-	-	-	-	-	-	1,104,680	1,104,680
Interfund Transfers Out	1,677,836	-	-	-	-	-	-	-	1,677,836
Total Expenditures	$ 22,886,751	$ 3,036,770	$ 446,964	$ 2,151,841	$ 14,710,449	$ 3,845,494	$ 892,723	$ 1,104,680	$ 49,075,672



PROPERTY VALUE AND MILLAGE RATE SUMMARY

Estimated on July 1, 2022 Certified Property Value

2021 Final Gross Taxable Value	$ 1,677,021,954
Increase in 2021 Taxable Value due to Reassessments	206,745,727
Current Year Adjusted Taxable Value	**$ 1,883,767,681**
2022 Net New Taxable Value	**4,112,400**
Current Year Gross Taxable Value for Operating Purposes	**$ 1,887,880,081**

	FY22 TAX RATE	FY22 ROLLED BACK RATE	FY23 PROPOSED TAX RATE	INCREASE (DECREASE) OVER FY22 RATE	INCREASE (DECREASE) OVER ROLLED BACK RATE
Operating Millage	5.8360	5.1955	5.8360	0.00%	12.33%

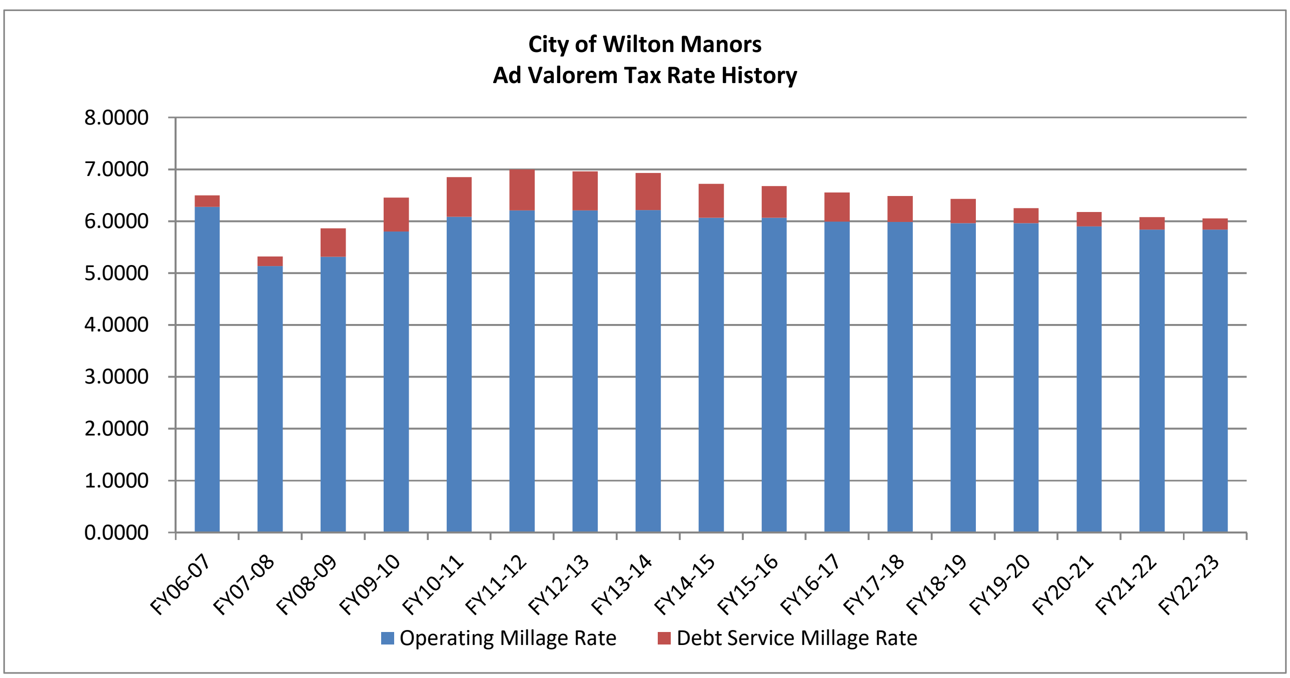
	MILLS	REVENUES GENERATED GROSS	REVENUES GENERATED NET (3% Discount)
PROPOSED FY22 OPERATING MILLAGE BUDGET	5.8360	$ 11,017,668	$ 10,687,138
CURRENT YEAR FY21 OPERATING MILLAGE BUDGET	5.8360	$ 9,787,100	$ 9,493,487
ROLLED BACK RATE	5.1955	$ 9,808,466	$ 9,514,212
2020 CITY HALL GO BOND DEBT SERVICE MILLAGE	0.2164	$ 408,524	$ 396,268

	2021-22 Adopted Millage Rates	2022-23 Proposed Millage Rates	Change	% Change
Operating	5.8360	5.8360	0.0000	0.0%
Debt Service - 20 City Hall GO Bond	0.2419	0.2164	(0.0255)	-10.5%
	6.0779	6.0524	(0.0255)	-0.4%

City of Wilton Manors
FY2022-2023 Budget

Ad Valorem Tax Rates History

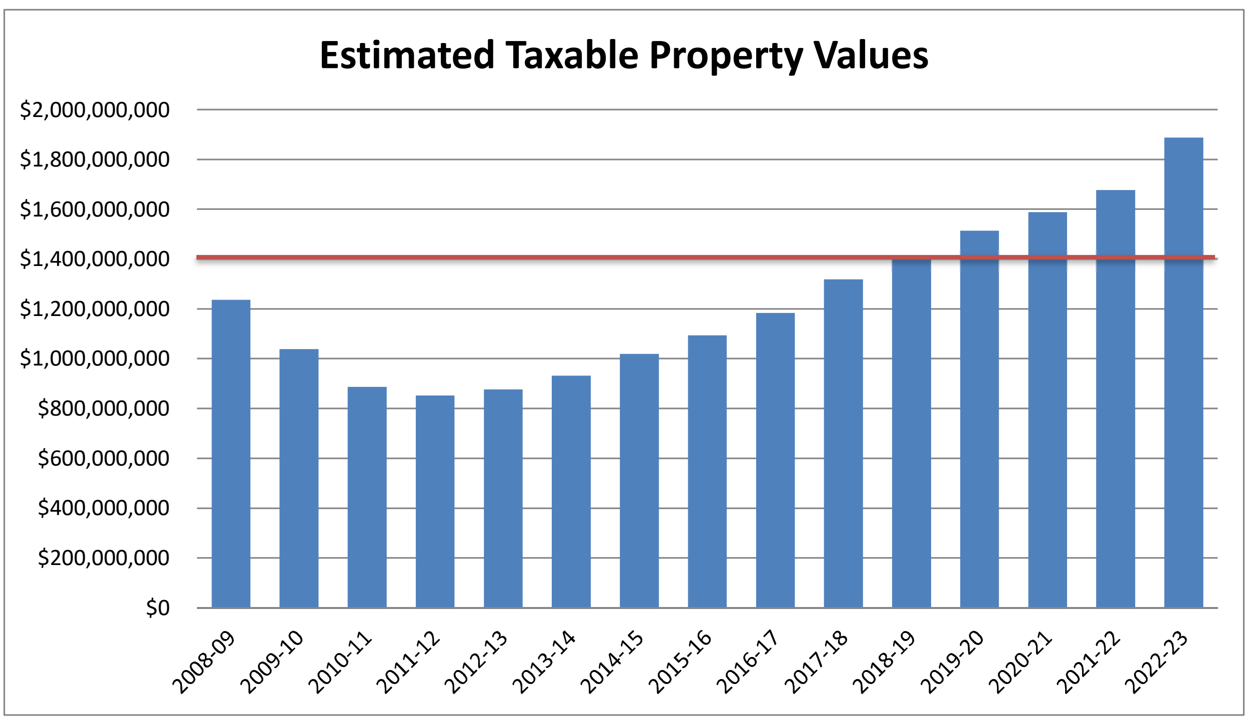
Fiscal Year Ended September 30,	Tax Roll Year	Operating Millage Rate	Debt Service Millage Rate	Total Millage Rate
2007	2006	6.2764	0.2236	6.5000
2008	2007	5.1340	0.1879	5.3219
2009	2008	5.3122	0.5530	5.8652
2010	2009	5.8000	0.6527	6.4527
2011	2010	6.0855	0.7628	6.8483
2012	2011	6.2068	0.7926	6.9994
2013	2012	6.2068	0.7537	6.9605
2014	2013	6.2166	0.7153	6.9319
2015	2014	6.0683	0.6542	6.7225
2016	2015	6.0683	0.6081	6.6764
2017	2016	5.9900	0.5647	6.5547
2018	2017	5.9837	0.5017	6.4854
2019	2018	5.9587	0.4711	6.4298
2020	2019	5.9587	0.2949	6.2536
2021	2020	5.9000	0.2796	6.1796
2022	2021	5.8360	0.2419	6.0779
2023	2022	5.8360	0.2164	6.0524



City of Wilton Manors
FY 2022-23 Budget

Estimated Actual Taxable Property Value History

Fiscal Year	Estimated Actual Taxable Value	Year-over-Year Change in Taxable Value
2008-09	$1,237,347,229	
2009-10	$1,039,421,516	($197,925,713)
2010-11	$888,120,558	($151,300,958)
2011-12	$853,444,447	($34,676,111)
2012-13	$877,177,625	$23,733,178
2013-14	$931,961,518	$54,783,893
2014-15	$1,019,730,798	$87,769,280
2015-16	$1,094,024,008	$74,293,210
2016-17	$1,184,034,874	$90,010,866
2017-18	$1,318,634,401	$134,599,527
2018-19	$1,411,615,750	$92,981,349
2019-20	$1,513,862,086	$102,246,336
2020-21	$1,588,431,051	$74,568,965
2021-22	$1,677,021,954	$88,590,903
2022-23	$1,887,880,081	$210,858,127



CITY OF WILTON MANORS

FISCAL YEAR 2022-2023 RECOMMENDED BUDGET
STAFFING SUMMARY - ALL FUNDS

	FY2020-21		FY2021-22		FY2022-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
GENERAL FUND						
City Commission	5.00	2.50	5.00	2.50	5.00	2.50
City Manager	4.00	4.00	5.00	5.00	5.00	5.00
City Clerk	3.00	2.88	3.00	2.88	3.00	2.88
Finance	5.45	5.08	5.45	5.08	6.45	6.08
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00
City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Information Technology & Non-departmental	3.00	3.00	3.00	2.74	3.00	2.74
Non-Departmental/Citywide	1.00	1.00	1.00	1.00	1.00	1.00
Police	52.00	51.10	52.00	51.40	52.00	51.40
Community Development Services	6.30	6.30	6.30	6.30	6.30	6.30
Emergency Medical Services	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Management/Public Services	0.25	0.25	0.25	0.25	0.25	0.25
Leisure Services	59.00	42.73	58.00	41.73	58.00	41.73
TOTAL GENERAL FUND	142.00	121.83	142.00	121.87	143.00	122.87
SPECIAL REVENUE FUNDS						
Fire	2.70	2.70	2.70	2.70	2.70	2.70
Road Improvement	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL REVENUE FUNDS	2.70	2.70	2.70	2.70	2.70	2.70
TOTAL GOVERNMENTAL FUNDS	144.70	124.53	144.70	124.57	145.70	125.57
ENTERPRISE FUNDS						
Water & Sewer Utility Funds	8.00	8.00	9.75	9.75	9.75	9.75
Drainage	2.00	2.00	2.00	2.00	2.00	2.00
Recycling	1.25	1.25	1.50	1.50	1.50	1.50
Parking	0.05	0.05	0.05	0.05	0.05	0.05
TOTAL ENTERPRISE FUNDS	11.30	11.30	13.30	13.30	13.30	13.30
TOTAL - ALL FUNDS	**156.00**	**135.83**	**158.00**	**137.87**	**159.00**	**138.87**

CITY OF WILTON MANORS
FUND BALANCE ANALYSIS
FY2022-2023 BUDGET

	General Fund	Fire Fund	Non-major Special Revenue Funds (Aggregate)	Capital Improvement Fund	Water & Sewer Utility Funds	Solid Waste & Recycling Fund	Parking Fund	Non-major Drainage Fund	TOTAL
Fund Balance/Net Position, October 1, 2021	**$ 5,950,513**	**$ 673,713**	**$ 657,857**	**$ 1,161,207**	**$ 23,308,683**	**$ (213,892)**	**$ 2,597,924**	**$ 2,373,370**	**$ 36,509,375**
Fiscal Year 2021-22 (Estimate)									
Revenues/Sources (Estimate)	21,674,081	2,949,681	437,208	1,170,254	9,496,091	3,722,350	1,538,655	580,630	41,568,950
Expenditures/Uses	22,379,230	3,119,998	941,369	1,484,956	11,707,114	3,693,528	1,322,627	2,038,080	46,686,902
FY2022 Change in Fund Balance	**(705,149)**	**(170,317)**	**(504,161)**	**(314,702)**	**(2,211,023)**	**28,822**	**216,028**	**(1,457,450)**	**(5,117,952)**
Fund Balance, September 30, 2022	**5,245,364**	**503,396**	**153,696**	**846,505**	**21,097,660**	**(185,070)**	**2,813,952**	**915,920**	**31,391,423**
Fiscal Year 2022-23 Budget									
Revenues/Sources	22,379,231	2,949,681	369,523	1,686,846	9,109,879	3,845,494	970,600	580,630	41,891,884
Expenditures/Uses	21,819,750	3,024,998	358,949	803,511	9,596,380	3,692,949	729,213	1,214,598	41,240,348
FY23 Change in Fund Balance	**559,481**	**(75,317)**	**10,574**	**883,335**	**(486,501)**	**152,545**	**241,387**	**(633,968)**	**651,536**
Fund Balance, September 30, 2023 (Estimated)	**$ 5,804,845**	**$ 428,079**	**$ 164,270**	**$ 1,729,840**	**$ 20,611,159**	**$ (32,525)**	**$ 3,055,339**	**$ 281,952**	**$ 32,042,959**
Fund Balance/Net Position:									
Net investment in capital assets	$ -	$ -	$ -	$ -	$ 16,487,461	$ 112,863	$ 1,061,104	$ 716,285	$ 18,377,713
Non-spendable	89,026	75	10,283	1,470	-	-	-	-	100,854
Restricted	661,182	428,004	153,987	-	397,630	-	-	-	1,640,803
Committed	-	-	-	-	-	-	-	-	-
Assigned	645,149		-	1,728,370	-	-	-	-	2,373,519
Unassigned/Unrestricted*	4,409,488	-	-	-	3,726,068	(145,388)	1,994,235	(434,333)	9,550,070
Total	**$ 5,804,845**	**$ 428,079**	**$ 164,270**	**$ 1,729,840**	**$ 20,611,159**	**$ (32,525)**	**$ 3,055,339**	**$ 281,952**	**$ 32,042,959**

* For the General Fund, the City Commission has adopted a fund balance policy to maintain an Unassigned Fund Balance of 15%-20% of budgeted General Fund expenditures. The projected General Fund Unassigned Fund Balance at September 30, 2023 is approximately 20% of FY2022-23 budgeted operating expenditures (excluding transfer to Capital Improvement Fund for budget capital outlay and funding of Capital Replacement Plan).

The Budget Process

Budget Preparation

The annual budget is a financial plan, operating and capital, for the coming fiscal year. It is an estimate of proposed spending and the means of paying for the spending. The City's Budget process begins in early January with the distribution of the operating and capital budget request forms to City departments. The operating and capital budget request forms are used to request new programs or capital expenditures for the upcoming fiscal year. The completed operating and capital budget request forms were due back to the Finance department by the end of February 2022.

On February 1, 2022, the Goals and Objectives workshop between city staff and members of the City Commission occurred. During this meeting, the City Commission discussed and gained consensus on the Commission's top priorities for FY 2022-23. These priorities, aligned to the Strategic Plan, were to be used by staff in developing the FY 2022-23 budget.

In early March, data on prior year appropriations, and personnel cost projections were distributed to the City departments through the Finance department. Each department director must then compile a budget request for recurring budget for the upcoming fiscal year. The budget preparation process provides the department directors an opportunity to examine their programs of operation, to propose changes in current services, to recommend revisions in organizations, and to outline requirements for capital outlay items. During the months of April and May, the departmental requests are reviewed and prioritized by the City Manager. The recommended budget is finalized and reviewed during June.

In early July, the City Manager submits to the Wilton Manors City Commission a proposed operating budget and budget timetable for the upcoming fiscal year. From July through September, the proposed budget is discussed during City Commission budget workshops, and staff and board meetings. The budget workshops provide City Commission members an opportunity to review the budget and ensure that the budget requests meet the best interests of the City of Wilton Manors and its citizens. The Financial Advisory Board, comprised of five people who live or work within the City of Wilton Manors, also reviews the recommended budget and offers input during this period.

By August 4, the City must submit its tentative and rolled-back millage rates, and the date of the first public hearing on the budget to the Broward County Property Appraiser. The Property Appraiser then must notify all property owners by August 24 of the tentative millage rate and the date of the first public hearing on the mailed Truth in Millage (TRIM) notice.

Budget Adoption

The budget is legally enacted through the passage of resolutions adopting the millage rate, special assessment rates, and the budget. These resolutions are discussed at public hearings during the last two weeks of July (the tentative rates for the special assessments must be set prior to August 4), and during the month of September. During the public hearings, public input is encouraged prior to the adoption of each resolution. Under Florida Statutes, the first public budget hearing must be held between September 3 and September 18. Within 15 days of the first hearing, the City must advertise its intent to adopt a final millage rate and budget. The second public hearing on the budget must be held not less than two days or more than five days after the date of the advertisement.

Budget Amendment

After the budget is formally adopted, the City Manager may approve line item adjustments within a department or a division. Budget adjustments must be approved by the City Commission if there are increases or decreases to total budgeted expenditures within any City department; or if there are increases or decreases to total budgeted revenues within any of the City's funds.

The City Commission may approve supplemental appropriation of revenues and expenditures during the year. Such changes are reflected in an amended budget resolution, which is adopted within sixty days of the end of that fiscal year. The adopted amended budget resolution is posted to the City's website within five days after adoption in accordance with F.S. 166.241(5).

Budget Control and Monitoring

Funds appropriated in the Budget may be expended by and with the approval of the City Manager in accordance with the provisions of the City Charter and applicable laws. Funds of the City shall be expended in accordance with the appropriations provided in the Budget and shall constitute an appropriation of the amounts specified therein. The Budget establishes a limitation on expenditures by department total. Said limitation requires that the total sum allocated to each department for operating and capital expenses may not be increased or decreased without specific authorization by a duly-enacted Resolution/Ordinance affecting such amendment or transfer. Therefore, the City Manager may authorize transfers from one individual line item account to another, so long as the line item accounts are within the same department and fund. The budget is regularly monitored to track variances between actual and budgeted amounts. Significant variances are investigated and monitored for corrective action. Quarterly budget review meetings are held with the City Commission and the Financial Advisory Board.

Capital Budget Process

The City Manager and the various department directors submit capital plans, which are incorporated as part of the Five-Year Capital Budget. The source of funding is identified five years before the actual expenditures are made. The department directors are also responsible for preparing the annual budget to operate new facilities. Capital expenditures are an integral part of the annual operating budget process.

BUDGET DEVELOPMENT GUIDELINES

The City of Wilton Manors' financial policies, compiled below, set forth the basic framework for the overall fiscal management of the City. These policies operate independently of changing circumstances and conditions with the exception of when changes in financial policy are necessary to maintain the integrity of the City and its operations, and in conformance with Generally Accepted Accounting Principles (GAAP) in accordance with the Governmental Accounting Standards Board (GASB). These policies assist the decision making process of the City Commission and the City Administration and provide guidelines for evaluating both current activities and proposals for future programs.

Operating Budget Policies

1. All departments share in the responsibility for meeting management and service delivery goals and ensuring long-term financial stability. Operating budgets and management plans will be developed using current resources available.

2. The budget process is intended to allocate limited resources among competing programs based on policy priorities, efficiency and effectiveness of services and availability of resources.

3. Additional personnel and programs will be requested only if necessary to maintain existing service levels due to expansion of services areas or service levels previously approved by the City Commission.

4. As required by State Statute and City Charter, the budget will be balanced. Current expenditures will be funded by using current revenue sources and revenue growth will be planned in a conservative, prudent manner. Use of unassigned fund balance in any fund to balance the current year budget must be approved by the City Commission.

5. Cash management and investment will be maintained in accordance with State law and will ensure the safety and security of city assets. Funds will be managed prudently and diligently with an emphasis on safety of principal, liquidity and financial return.

6. Health and life insurance is a shared responsibility between the City and its employees. In concert with City employees through the Labor/Management Insurance Committee, City expenditures for health insurance will be kept in control by sharing of costs.

7. In an effort to control overtime expenditures, total budgeted overtime shall not exceed 4.5% of total budgeted personnel wages.

8. The City shall support investments that reduce future operating costs. Investing activities shall be in compliance with the City's investment policy.

9. The City shall monitor all expense/expenditure line items. It shall be the goal of the City to operate in the most efficient, cost effective manner possible.

10. The City shall deposit all funds received within 24 hours of receipt.

11. The City shall collect revenues aggressively, including past due bills of any type.

12. The City will not use long-term debt to finance expenditures required for current operations.

Revenue Policies

1. The City will attempt to maintain a diversified and stable revenue system as a shelter from short-run fluctuations in any single revenue source.

2. The City shall continue to aggressively seek grant revenue from all available sources.

3. The City shall review user fee charges at least once a year and modify these charges to coincide with the cost of providing services. The City shall consider similar services provided by private industry when establishing new user fee charges.

Capital Budget Policies

1. Annually, the City will prepare a five-year capital improvement plan (CIP) analyzing all anticipated capital expenditures and identifying associated funding sources.

2. Annually, the City will coordinate development of the CIP with the development of the annual operating budget.

3. Each capital improvement project is reviewed for its impact on the operating budget in terms of revenue generation, additional personnel required, and additional operating expenses.

4. The City shall continue to support a scheduled level of maintenance and replacement of its infrastructure and equipment.

5. The City shall support a vehicle acquisition and maintenance policy that is fiscally sound.

Cash Management/Investment Policies

1. The City's order of priority in investing funds over earning investment income is to preserve capital and to insure liquidity.

2. The City has established a maximum maturity date of five years on any investment.

3. The City maintains a pooled cash account for all funds, enabling the City to invest large amounts of idle cash for short periods of time and to optimize earnings potential. Equity in Pooled Cash and Cash Equivalents represents the amount owned by each City fund. Interest earned on pooled cash and investments is allocated monthly based on cash balances of the respective funds.

Debt Policies

1. The City shall not issue notes for the purpose of financing general operating activity.

2. The City shall publish and distribute an official statement for each revenue bond issue.

3. General obligation debt shall not be used for enterprise activities.

Accounting, Auditing, and Financial Reporting Policies

1. An independent audit by a qualified Certified Public Accounting firm will be performed annually.

2. The City shall produce audited annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB).

3. The annual financial reports shall be issued by March 31st following the end of the fiscal year.

4. The City's financial records shall be maintained at a level that will ensure a smooth and systematic audit process.

Fund Balance Policies

The City shall prepare an annual budget that will safeguard the General Fund's unassigned fund balance. It shall be the City's goal to maintain a minimum fifteen (15) percent unassigned fund balance and to strive to achieve a twenty (20) percent unassigned fund balance in the General Fund. The dollar amount shall be determined by multiplying the total General Fund operating budget by the applicable percentage. These percentages are based on a combination of recommendations made by the Government Finance Officers Association (5 to 15% minimum) and the City's external auditors (20 to 25% minimum) to mitigate future risks, such as revenue shortfalls and unanticipated expenditures, and to ensure stable tax rates. Further, it is the City's intent that fund balance may be expended only for emergency purposes and only with the prior approval of the City Commission. If the unassigned fund balance in the General Fund should fall below the minimum fifteen (15) percent threshold at the conclusion of the most recently audited fiscal year, the City will budget the difference during the next fiscal year's budget process as a contingency amount within the General Fund. As of the date of the last completed audit on September 30, 2021, the General Fund unassigned fund balance was $4,555,156 – 26.6% of actual General Fund operating expenditures for FY2020-21, and 20.4% of the General Fund operating expenditures budget for FY2021-22.

Fund Balance Definitions and Classifications

Fund Balance refers to the difference between assets and liabilities reported in a governmental fund. Listed below are the various Fund Balance categories in order from most to least restrictive.

Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. "Not in spendable form" includes items that are not expected to be converted to cash (such as inventories and prepaid amounts) and items such as long-term amount of loans and notes receivable, as well as property acquired for resale. The corpus (or principal) of a permanent fund is an example of an amount that is legally or contractually required to be maintained intact.

Restricted: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed: The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The City Commission is the highest level of decision-making authority for the government that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

Assigned: Amount in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The City Commission has by resolution authorized the City Manager to assign fund balance. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Unassigned: This classification includes the residual fund balance for the General Fund. This classification represents fund balance that has not been assigned to other purposes within the General Fund. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those specific purposes.

Spending Order of Fund Balance

When expenditure is incurred for the purpose for which both restricted and unrestricted funds are available, the City considers restricted funds to have been spent first. When expenditures are incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the City Commission or City Manager has provided otherwise in its commitment or assigned actions.

Fund Structure Overview

The City's budget is divided into funds and departments. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. A fund receives revenues from a specific source(s) and spends them on specific activities. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with the finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. All funds of the City are appropriated.

The City legally adopts a budget for the following governmental and proprietary fund types:

Governmental Fund Type

Governmental Funds are those funds through which most governmental functions are typically financed. Governmental Funds are subdivided into three types: General Fund, Special Revenue Fund and Capital Project Fund. The City does not have Debt Service Fund and Capital Projects Fund.

1. **General Fund** (always a major fund) - is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund. Resources are derived primarily from taxes, franchise and utility taxes, charges for services, and intergovernmental revenues. Expenditures are incurred to provide general government, public safety, community development and culture and recreation services.

2. **Special Revenue Funds** – accounts for revenue sources that are legally restricted to expenditures of specific purposes.

    a. **American Recovery Plan Act** – accounts for funds received from the Federal government in response to the COVID-19 pandemic and resulting economic impact.

    b. **Fire Assessment Fund** (major fund) – accounts for the City's revenues and expenditures associated with fire prevention, suppression, and emergency medical services.

    c. **Sales Surtax** – accounts for funds received from the Broward County sales surtax program.

    d. **Miscellaneous Grants Fund** – accounts for the City's grant revenues from federal and state agencies, other governmental units or private organizations.

    e. **Federal Police Forfeiture Fund** – accounts for monies received for financial transactions involving confiscations through forfeitures.

    f. **Police Training and Education Fund** – accounts for monies received for training and professional development.

g. **Road Improvement Fund** – accounts for the financial resources to be used to pave streets, perform right-of-way grounds maintenance, and purchase and repair of equipment.

h. **State Police Forfeiture Fund** – accounts for financial transactions involving confiscations through forfeitures.

i. **Jenada Assessment Fund** – accounts for special assessment and is limited to residents located in the Jenada Isles neighborhood.

j. **Wilton Drive Improvement District Fund** – accounts for special assessment for the purpose of creating a cleaner, safer, and more attractive Wilton Drive.

3. **Capital Improvement Fund** – accounts for the acquisition of fixed assets or construction of capital projects financed by the General Fund. Funding for this fund is derived from federal, state, and local grants, and transfers from the General Fund.

<u>Proprietary Fund Type</u>

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to a commercial enterprise, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of the revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

1. ***Water Utility Fund*** (major fund) – use to account for maintaining the financial operations of the City's water transmission lines.

2. ***Sewer Utility Fund*** (major fund) – use to account for maintaining the financial operations of the City's wastewater transmission lines.

3. ***Parking Fund*** (major fund) – used to account for fees collected for the maintenance and capital improvement of the City's parking system.

4. ***Drainage Fund*** – used to account for fees collected to maintain the City's drainage system.

5. ***Recycling Fund*** – accounts for the revenues and expenditures associated with solid waste disposal and recycling. This is the second year this fund is accounted as an enterprise fund.

Budgetary Basis

The budgets of the *governmental funds* are prepared on a modified accrual basis of accounting. This means that revenues must be both measurable and available to liquidate liabilities of the current period. Likewise, expenditures generally are recognized when an event or transaction is expected to draw upon current expendable resources. There are no exception between the basis of budgeting and the basis of accounting for the governmental funds.

Budget for the proprietary funds are adopted using the accrual basis of accounting, which means that transactions and events are recognized as revenues/gains or expenditures/losses when they occur, regardless of the timing of related cash flows. The following are exceptions to the accrual basis of accounting, in the case of proprietary funds:

- Capital outlays are budgeted as expenditures
- Depreciation is budgeted
- Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities
- Principal payments are shown as expenditures rather than reduction of liabilities

Departments and Funds Relationships

<table>
<tr><th colspan="3">Governmental Funds</th></tr>
<tr><th>General Funds (major fund)</th><th>Special Revenue Funds</th><th>CIP Fund</th></tr>
<tr><td>• City Manager
• City Clerk
• Finance
• Human Resources & Risk Management
• Community Development
• Police
• Leisure Services
• Emergency Mgt./Utilities Dept.
- Emergency Management
- Public Services (Streets, Signs & Sidewalks)
• Non-departmental</td><td>• America Recovery Plan Act
• Fire Assessment Fund
• Sales Surtax
• Road Improvement
- Public Services
- Parks & Facilities
• Miscellaneous Grants
- Library
- Police
- Leisure Services
• Federal/State Forfeiture & Training Funds
- Police
• Jenada Assessment Fund
• Wilton Drive Improvement District Fund</td><td>• General Fund Capital Improvement Fund</td></tr>
</table>

ENTERPRISE FUNDS			
Water & Sewer Utility Funds (major funds)	**Parking Fund** (major fund)	**Drainage Fund**	**Recycling Fund**
• Emergency Mgt./Utilities Dept. - Water & Sewer Division	• Parking Program (contracted with Lanier Parking)	• Emergency Mgt./Utilities Dept. - Streets/Drainage Division	• Emergency Mgt./Utilities Department - Recycling Division

Life's Just Better Here

City of Wilton Manors Five-Year Strategic Plan Process
Fiscal Year 2022-2023

The City of Wilton Manors began the process of updating its strategic plan in February 2020. The City hired a consultant to assist in the development of a new strategic plan in an improved format. However, the process of updating its five-year strategic plan for fiscal years 2021 – 2026 was put on hold for several months as a result of the COVID-19 pandemic. When the process was able to begin again, interviews were conducted with the City Commission and staff; the community and staff surveys were conducted; and developed an environmental scan of the City including:

- City demographics
- Financial position of the City
- Public safety
- Strengths and opportunities

In January 2021, a strategic plan workshop was held with the Commission. The Commission was asked to : 1) Affirm the vision, mission, and core organizational values; 2) Develop consensus priorities and goals; 3) Identify key objectives to achieve the goals; and 4) Discuss what success looks like in 2025. An initial draft of the goals and key objectives was developed in April 2021 for review by the Commission and staff. Goals were based on either challenges facing the City and/or what needed to be accomplished in order to fulfill the City's mission statement and reach the City's vision for the future. The final goals and key objectives document was approved by the Commission on June 8, 2021. The approved goals and key objectives can be found beginning on page A-78 of this budget book.

City staff began working on the implementation action plan (IAP) began shortly after approval of goals and key objectives by the City Commission. The IAP was prepared at the end of September 2021.

City of Wilton Manors, Florida

Strategic Plan

2021 – 2026

August 2021

Prepared for the City of Wilton Manors by Management Partners

Management Partners

Table of Contents

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Message from Mayor Newton

Dear Wilton Manors Community Member:

The City Commission is pleased to present the Wilton Manors Strategic Plan for 2021 through 2026.The City has a history of preparing strategic plans to clearly articulate where Wilton Manors is headed, along with priorities and goals for the future. This Strategic Plan is the City's policy direction for decision-making and the allocation of resources in the years ahead. The process used to prepare it incorporated input from residents, business leaders, and other community stakeholders. This input was used to inform the Commissioners and City leaders in determining a path forward and the objectives required to achieve success.

Over the next five years, the Strategic Plan will help Wilton Manors City leaders prioritize and plan our work. This document is accompanied by an Implementation Action Plan, which we will use to communicate with you regularly about our progress and outcomes for each of the six goals included in the plan.

We are excited about the future of our vibrant *Island City* and look forward to continuing our commitment to diversity, growth, sustainability, transformation and meeting the needs of Wilton Manors residents.

Respectfully,

Scott Newton
Mayor
June 2021

City Commission

Paul Rolli

Vice Mayor

Mike Bracchi

Commissioner

Chris Caputo

Commissioner

Gary Resnick

Commissioner

Background

Introduction

The strategic planning efforts allowed community members and City leaders to establish what is important for future success by identifying opportunities for new initiatives that will support and enhance the desirability and attractiveness of the City as a destination for the LGBTQ community. Under the leadership of Mayor Justin Flippin, an update of the previous Strategic Plan was initiated in 2019. In July 2020, the City Commission agreed to delay its completion until after the November election and the new Mayor and at least one new Commission member were selected. This Strategic Plan is the result of an extensive process that engaged the community, City leaders, and staff to develop this policy and decision-making framework for the future.

Methodology

The process included interviews with the Mayor, Commissioners, City Manager, and leadership team; design and deployment of a community and employee survey; review of local and regional data; and a review of financial trends to lend context to the current and anticipated operating environment.

The resulting Strategic Plan elements (vision, mission, values priorities, goals, and objectives) were crafted during a Commission-led Strategic Planning Workshop held on January 28, 2021. The Plan includes six goals that address infrastructure improvements, economic development, quality of life and livability, efficient and high performing government, fiscal responsibility, and environmental sustainability. Accompanying the goals are key objectives and success measures. A separate Implementation Action Plan has been prepared to guide progress in achieving each goal.

Vision, Mission and Organizational Values

Vision

Wilton Manors is an inclusive, innovative, vibrant City with best-in-class services.

Mission

Improving the quality of life for Wilton Manors residents, businesses, and guests by delivering fiscally-sound, highly responsive services with pride and integrity.

Organizational Values

We Value:

- *Honesty, Integrity, and Respect*
- *Transparency*
- *Cultural Diversity and Inclusion*
- *Fiscal Responsibility*
- *Customer-Friendly Service*
- *Strategic Innovation*
- *Sustainability*
- *Accountability*

City of Wilton Manors Goals

This Strategic Plan has six overarching goals as listed below. Each contains key objectives.

A. Advance Infrastructure Improvements

B. Promote Economic Development

C. Enhance Quality of Life and Livability

D. Cultivate Efficient and High Performing Government

E. Exhibit Fiscal Responsibility

F. Improve Environmental Sustainability

Goal A. Advance Infrastructure Improvements

Key Performance Indicators

- Completed projects in Water Wastewater and Stormwater Master Plan
- Percent reduction in lift station pump run times and flow volume due to improvements
- Percent increase in linear footage of water mains installed to replace aging pipes
- Percent change in number of new bicycle and pedestrian amenities
- Percent changed in miles of repaved roads
- Percent reduction in the number of days of roadway flooding
- Percent of Transportation Surtax projects completed

Key Objectives

1. Improve Water, Stormwater, and Wastewater Infrastructure
2. Improve, Roadway, Pedestrian, and Cyclist Infrastructure and Amenities
3. Identify Opportunities to Improve Transportation Flow

Goal B. Promote Economic Development

Key Performance Indicators

- Percent change in new businesses
- Average business tenure
- Percent change in number of tourists
- Percent change in total private investment for commercial activity

Key Objectives

1. Promote Business Retention and Attraction
2. Increase Density to Accommodate Mixed-Use Commercial and Residential Development
3. Ensure Application of Smart Growth Planning and Land Use Policies
4. Promote Wilton Manors as a Tourist Destination

Goal C. Enhance Quality of Life and Livability

Key Performance Indicators

- Percent of enforcement cases that are closed
- Percent change in annual uniform crime data
- Percent change in recreational program options
- Percent of residents rating the City as good or excellent for addressing service needs
- Creation of an Arts and Culture Policy by 2022

Key Objectives

1. Enhance Beautification through Progressive City Codes and Proactive Enforcement
2. Support Proactive Public Safety
3. Promote the Public Health and Welfare of City Residents
4. Assess and Adapt to the Changing Needs of Residents
5. Support Recreation and Open Space Programs and Initiatives
6. Develop a Public Arts and Culture Policy

Goal D. Cultivate Efficient and High Performing Government

Key Performance Indicators

- Completion of a Technology Master Plan by 2023
- Percent change in social media engagement by the City
- Collect and report benchmark data on four service areas by 2023
- Completion of a compensation and classification study by 2023

Key Objectives

1. Identify Operational Efficiencies and Improvements for City Departments and Programs
2. Develop a Technology Master Plan
3. Enhance Internal and External Communication
4. Achieve Greater Diversity on City Boards and Committees
5. Initiate Municipal Benchmarking
6. Ensure the City is Competitive in Attracting and Retaining a Diverse, High-Quality Workforce

Goal E. Exhibit Fiscal Responsibility

Key Objectives

1. Develop a Long-Term Funding Plan for Infrastructure Projects
2. Assess and Evaluate the Use and Necessity of City Owned Real Estate

Key Performance Indicators

- Achieve a balanced budget in all fund groups
- Percent of planned infrastructure projects that are funded
- General Fund unassigned fund balance of 15% or higher

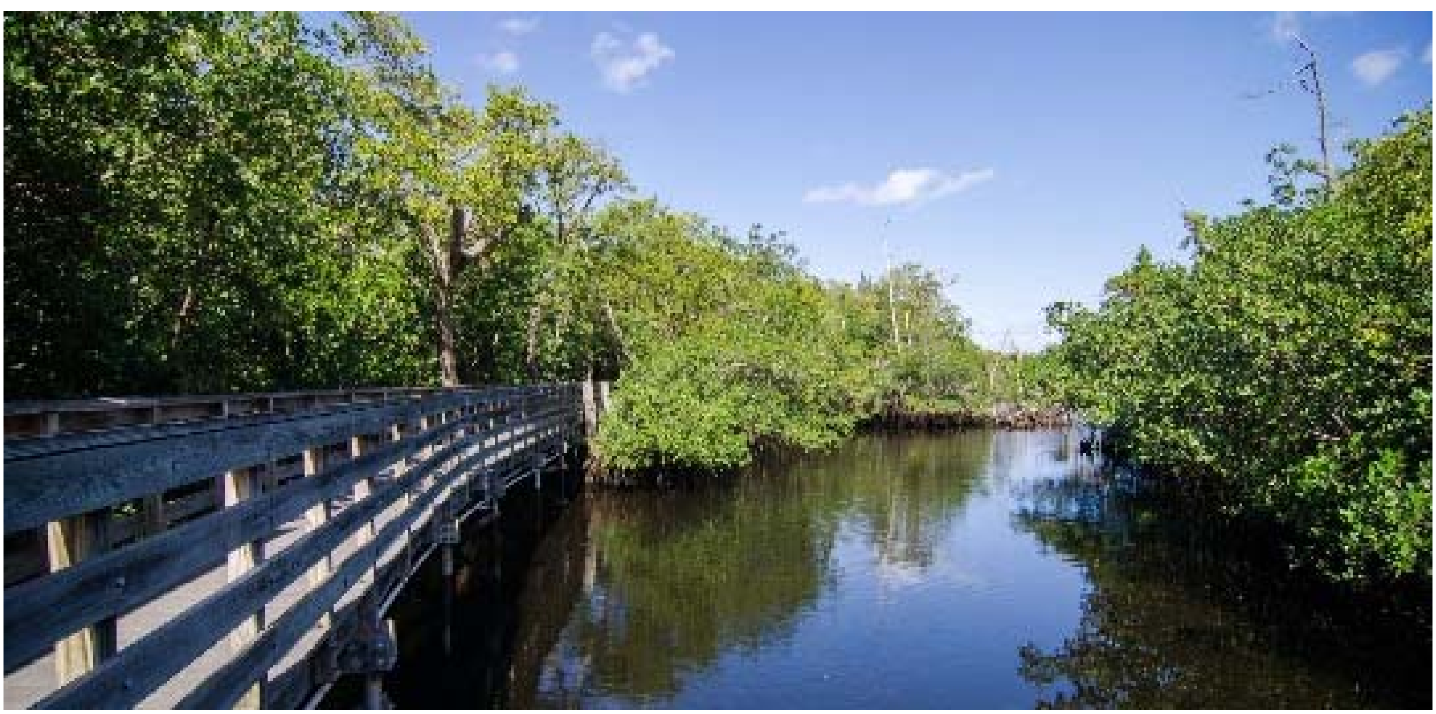
Goal F. Improve Environmental Sustainability

Key Performance Indicators

- Completion of vulnerability assessment by 2023
- Begin a mitigation plan by 2022
- Percent change in community's overall carbon footprint
- Percent of goals achieved in the Climate Resiliency Plan
- Percent change in ride share discounts

Key Objectives

1. Advance City's Climate Resiliency Plan
2. Initiate a Mitigation Plan
3. Reduce the City's Carbon Footprint by at Least 1% Each Year through 2028
4. Identify Resources to Support Climate Resiliency by Residents and Businesses
5. Incentivize Less Dependence on Fossil Fuels



Conclusion

EXECUTIVE LEADERSHIP TEAM

Leigh Ann Henderson
City Manager

Pamela Landi
Assistant City Manager

Faith Lombardo
City Clerk

Roberta Moore
Community Development Services Director

David J. Archacki
Emergency Management and Utilities Director

Pennie Zuercher
Finance Director

Dio Sanchez
Human Resources and Risk Management Director

Michael Shaffer
Human Resources Manager

Patrick Cann
Leisure Services Department Director

Gary Blocker
Chief of Police

This Strategic Plan provides a clear path forward for the City of Wilton Manors. City leaders are committed to achieving the goals and objectives through the planned allocation of resources over the next five years. Doing so will make Wilton Manors an attractive place for all residents, businesses, and visitors, promote a diversity of businesses, and maintain our critical infrastructure. The City Manager and the Executive Leadership Team will finalize the Implementation Action Plan to guide our actions and track our progress over time. The action plan is a tool that will be reviewed periodically to ensure it remains current with the Commission's policy priorities in future years.

Successful implementation will require a collective effort by City employees in all departments and continued partnerships with external partners. The City of Wilton Manors is committed to working collaboratively with members of our community and periodically communicating with residents and businesses about how we are doing, how we are going about our work, and how well we are meeting the goals of the plan.

We look forward to working with you to ensure our City is vibrant, progressive, and committed to improving the prosperity of all residents.

Wilton Manors 2021 Strategic Plan

Wilton Manors

Mission

Improving the quality of life for Wilton Manors residents, businesses, and guests by delivering fiscally-sound, highly responsive services with pride and integrity.

Values

- Honesty, Integrity, and Respect
- Transparency
- Cultural Diversity and Inclusion
- Fiscal Responsibility
- Customer-Friendly Service
- Strategic Innovation
- Sustainability
- Accountability

Goals

- Goal A: Advance Infrastructure Improvements
- Goal B: Promote Economic Development
- Goal C: Enhance Quality of Life and Livability
- Goal D: Cultivate Efficient and High Performing Government
- Goal E: Exhibit Fiscal Responsibility
- Goal F: Improve Environment Sustainability

Vision

Wilton Manors is an inclusive, innovative, vibrant City with best-in-class services.

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
Goal A: Advance Infrastructure Improvements	PL Pamela Landi	Improve Roadway, Pedestrian, and Cyclist Infrastructure and Amenities	Develop a list of potential roadway, pedestrian, and cyclist infrastructure and amenity projects	2020-2021 Bike lane improvements 2021-32,670 lf or 6.2 miles Sidewalk improvements 2021 - 32,670 lf or 6.2 miles 2021-2022 Planned bike lane improvements 2022 - 5,300 lf or 1 mile Planned sidewalk improvements 2022 - 15,150 lf or 2.9 miles	Amount of additional amenities constructed per year.
			Estimate costs for the identified infrastructure improvement projects	The current bike and pedestrian improvements are being funded by surtax and state dollars. The completed Mobility Plan will provide additional information about projects and estimated costs.	Cost estimates and timeline completed.
			Prioritize the projects	Subject to the recommendations of the Mobility Plan.	
			Identify potential funding sources, including state and federal grants	Ongoing.	
			Develop a timeline to complete the infrastructure and amenity projects	Subject to the recommendations of the Mobility Plan.	

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
	BF Bert Fisher	Improve Water, Wastewater and Stormwater Infrastructure	Develop a list of potential water, stormwater, and wastewater infrastructure improvement projects	Completed. There are currently a total of 35 projects related to the Master Plan. Projects for the 5-year strategic plan period: 1. Wastewater Inflow & Infiltration Program - Lining 12 lift station basins to include a range of lining from 33% to 100% of each basin area. 2. Wastewater Lift Station & Force Main Replacements/Rehabilitation - Replace Stations/FM: #1, #2, #4, #7, #12. Rehabilitate Stations/FM: #5, #8. 3. Water Main Replacements - Jenada Isle, NW 29 Street, NW 30 Court, Manor Grove Condominiums and Wilton Manors West Phase I. 4. Drainage Improvements - NW 8 Avenue, 2200 Block NW 2 Avenue, 1400 Block NE 24 Street, NW 3 Avenue and 2200-2300 Block NW 7 Avenue, NE 28 Drive & NE 14 Avenue, Coral Gardens Area, NE 30 Street Outfall.	Project list compiled
			Estimate costs for the identified infrastructure improvement projects	Total budgets for project categories listed above: 1. Wastewater Inflow & Infiltration - $4,208,875 2. Wastewater Lift Stations - $7,356,160 3. Water Mains & Services - $6,936,520 4. Drainage Improvements - $2,107,640	Cost estimates complete for identified projects

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Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Prioritize the Water, Stormwater, and Wastewater projects	2021 1. Lining Basin #5 and NE 26 Street; 2. Replace Lift Stations #2, #12; 3. Replace Water Mains/Service - Jenada Isle; 4. NW 8 Avenue Phase I. 2022 1. Lining Basins #10, #7, #1, #3; 2. Lift stations - none 3. Replace Water Mains/Services NW 29 Street, NW 30 Court, Manor Grove Condominiums; 4. Drainage 2200 Block NW 2 Avenue, 1400 Block NE 24 Street. 2023 1. Lining Basin #11; 2. Replace Lift Station #1, #4, #7; 3. Replace Water Mains/Services Wilton Manors West Phase I; 4. Drainage 2100-2300 Block NW 3 Avenue. 2024 1. Lining Basins #6, #4, #8, #12, #2, #9; 2. LS-5 rehabilitation; LS-11 force main; 3. Water mains in Manor Grove and NE 21 Street; 4. Drainage NW 7 Avenue and Coral Gardens Area. 2025 1. Lining - TBD; 2. LS-8 rehabilitation and force main; 3. Water mains 2200-2300 Block NW 9 Avenue; 4. Drainage NE 30 Street outfall.	Prioritized List generated.

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Develop a timeline with funding options to complete the infrastructure improvement projects	(see below)	Timeline and funding sources identified.

Project Category	5-Year Projections	Year 1 - Completed	% Completed
1. Wastewater Inflow & Infiltration	$4,208,875 91,895 LF	$571,633 8,313 LF	13.6 9.0
2. Wastewater Lift Stations	$7,356,160 7 each	$1,350,000 2 Each	18.4 28.6
3. Water Mains & Services	$6,936,520 19,353 LF	$1,027,000 4,030 LF	14.8 20.8
4. Drainage Improvements	$2,107,640 9,145 LF	$420,000 950 LF	19.9 10.4

Completed Projects Detail:

1. Lining LS-5 (5,851 LF), LS-11 (2,462 LF) - Total cost $571,633.

2. Lift station replacements #2, #12 - Total cost $1,350,000.

3. Jenada Isle water mains (4,030 LF) - Total cost $1,027,000.

4. NW 8 Avenue Phase I&II (950 LF) - Total cost $420,000.

The City Commission will be reviewing and approving potential funding sources in the next quarter. A more detailed timeline will be provided once funding mechanisms have been approved.

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			When key projects are complete, measure reduction in lift station pump run times and flow due to improvements.		
	PL Pamela Landi	Identify Opportunities to Improve Transportation Flow	Fund and Complete a Transportation Mobility Plan	Staff has reached out to the MPO for assistance in creating the TMP. Staff is seeking $100,000 in 2022-2023 budget to fund the study.	Project list compiled
			Determine the traffic corridors in need of improved transportation flow	This strategy will be pursued in 2023 after the mobility plan is complete and recommendations can be implemented.	Mobility Plan Completed
			Research and adopt transportation flow improvement best practices and cutting-edge ideas	This strategy will be achieved through the completion of the Transportation Mobility Study.	
			Engage community and stakeholders to determine preferred transportation flow improvement options for each corridor	This strategy will be achieved through the completion of the Transportation Mobility Study.	
			Estimate costs of implementing the transportation improvement flow options	This strategy will be implemented in 2024.	
			Develop a timeline and funding options to complete transportation flow improvement projects	This strategy will be implemented in 2024.	
Goal B: Promote Economic Development	KA Kimberley Allonce	Promote Business Retention and Attraction	Research and adopt business retention and attraction best practices	City has contracted with RMA for a Market Analysis & Branding Strategy Study; study is expected to be completed in May 2022. Total of 10 New BTRs Issued between 2Q2021 & 4Q2021.	Attraction: Total number of new businesses annually. Retention: number of BTRs renewed year over year.

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Engage with local business owners to identify barriers to operating a business in Wilton Manors	Staff continues to do business outreach through the Business Visitation Program. Staff makes at least 20 monthly business visits to share info on business resources, programs, and possible barriers.	
			Identify potential funding sources and repurposing existing funds to assist with business retention and attraction	Staff has applied and received a $35,000 grant funding from the Florida Department of Economic Opportunity to conduct a market analysis and branding strategy study. Staff continues to collaborate with the Finance Department to make recommendations on ARPA funding allocation for economic development.	
			Develop incentives to assist new or existing businesses	City Commission approved the Business Enhancement Grant Program following recommendation from Staff. To date, the program has awarded approximately $16,000 in grant funding.	
			Develop market positioning and branding strategies to promote redevelopment along major corridors	City has contracted with RMA for a Market Analysis & Branding Strategy Study; study is expected to be completed in May 2022. Recommendations for strategies are expected to be finalized in June 2022.	
	KA Kimberley Allonce	Increase Density to Accommodate Mixed Use Commercial and Residential Development	Identify corridors for mixed-use commercial and residential development	City Commission has adopted new density & land use regulations aimed at encouraging sustainable growth in the City. City has contracted with RMA for a Market Analysis & Branding Strategy Study; study is expected to be completed in May 2022. $3.6 Million in Total Private Investment for Commercial Activity from 2Q2021 to 4Q2021.	Change in total private investment for commercial activity year over year

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Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Promote new development policies to attract corridor revitalization	Completed. City Commission has adopted new density & land use regulations aimed at encouraging sustainable growth in the City. Staff hosted a Developer Forum in January 2022 to provide information on new regulations and discuss development opportunities.	
			Initiate zoning changes, as appropriate	Completed. City Commission has adopted new density and land use regulations in order to encourage more sustainable growth in the city. City Commission has adopted a policy increasing the density from 25 allowable residential units per acre to 60 allowable residential units per acre.	
			Incentivize development on TOCs to allow greater height in exchange for added public benefit	Staff is closely monitoring the real estate market in the city and the region to determine if and when incentives would be needed to encourage private investment along major TOCs.	
	KA Kimberley Allonce	Ensure Application of Smart Growth Planning and Land Use Policies	Assess the use of Smart growth policies	$3.6 Million in Total Private Investment for Commercial Activity from 2Q2021 to 4Q2021.	Change in total private investment for commercial activity year over year
			Recommend Smart growth polices for adoption	City Commission has adopted new density and land use regulations in order to encourage more sustainable growth in the city. This strategy will also be achieved through the completion of the comprehensive City Code of Ordinances Rewrite being considered by the City Commission.	
			Incorporate adopted policies into citywide development practices and procedures	This strategy will be achieved through the completion of the comprehensive City Code of Ordinances Rewrite being considered by the City Commission. Completion expected in late 2022.	

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
	KA Kimberley Allonce	Promote Wilton Manors as a Tourist Destination	Engage local business and other organizations to develop a comprehensive destination marketing campaign	City has contracted with RMA for a Market Analysis & Branding Strategy Study; study is expected to be completed in May 2022. This strategy will be implemented after the completion of the Market Analysis and Branding Strategy Study.	Percent change in number of tourists year over year.
			Develop tools and resources to support tourism marketing	Staff works closely with Visit Fort Lauderdale and the Greater Fort Lauderdale LGBTQ+ Chamber to leverage marketing opportunities. Staff has placed ads in the 2021/2022 Travel Host Pocket Saver and the Greater Fort Lauderdale LGBTQ+ Travel Guide.	
			Work with Visit Florida and Visit Lauderdale to actively promote Wilton Manors	Staff has just renewed the City's membership with Visit Florida and continues to collaborate with Visit Fort Lauderdale to leverage marketing efforts.	
			Create strategies to support the hospitality industry in the City	City has contracted with RMA for a Market Analysis & Branding Strategy Study; study is expected to be completed in May 2022.	
			Research best practices to enhance visitor experience in the City	Staff is currently exploring ways to further enhance the visitwiltonmanors.com website by possibly adding a Virtual Visitor Center section.	
Goal C: Enhance Quality of Life and Livability	PL Pamela Landi	Enhance Beautification through Progressive City Codes and Proactive Enforcement	Research best practices legislation for updating city codes to enhance beautification	Complete.	Number of Code violations identified at each property.
			Identify the legislation best suited for Wilton Manors	PD staff remains active participants in our City's Code Re-Write initiative with our Commission to elevate our current day standards to meet current day demands, and community expectations.	
			Engage with the City Commission to pass identified legislation	Completed code rewrites expected by August 2022.	

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Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Research best practices for proactive code enforcement	Complete. • Code Compliance identified prospective vacation rental identification services to proactively identify these specific operations, and will request financing of this resource in FY/22/23. • Code Compliance educated themselves on noise measurement solutions so property owners can proactively monitor noise at their property to self-regulate in alliance with our ordinances. Our code unit encourages the use of this technology by members of our community as appropriate. • Code Compliance remained nimble adding two Special Magistrate meetings to accommodate additional code cases that were opened, and had the need for this due process. • Our Code Compliance Unit transitioned to a complete digital case file within CitizenServe to assist with the retention and recall of information, and enable digital presentations at our Special Magistrate meetings.	
			Determine the best practices most suited for Wilton Manors	Complete.	
			Adjust code enforcement procedures to include proactive enforcement practices	Complete and ongoing.	
	PL Pamela Landi	Support Proactive Public Safety	Determine appropriate proactive public safety measures (such as license readers, increased neighborhood patrols, etc.)	The process for the annual procedure to evaluate crime trends in the community, previously known as the Uniform Crime report (UCR) is being modified by the state and federal governments. More information will be available in August 2022.	Percent change in annual uniform crime data

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Assess current public safety technology and determine if there is a need for upgraded technology	The Wilton Manors Police Department is assessing the need for upgraded technology in several ways. First, the WMPD is attending training seminars and law enforcement exclusive symposiums to **evaluate new and emerging technology.** This technology will be evaluated and compared to existing equipment and practices to evaluate the possibly need for more efficient or more cost-effective alternatives. In addition, the WMPD is in the process of **implementing a BWC (Body Worn Camera) program that was funded for fiscal year 2021/22. The department is currently evaluating existing BWC contracts to "piggyback" for implementation by summer of 2022. LPR technology is being evaluated** for implementation throughout the City to enhance public safety and to improve investigative options for officers and detectives to solve crime. The WMPD is also **evaluating CCTV (Closed Circuit Television) cameras for installation on Wilton Drive.** These CCTV and LPR cameras will be connected to the RTCC (Real Time Crime Center), which is located at the Broward County Sheriff's Office. If these cameras are installed and the programs implemented, then the RTCC and WMPD will have the ability to provide enhanced safety and intelligence to our officers, and our community during large gatherings, festivals, and other rapidly during busy holiday and weekend times along Wilton Drive.	

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Identify funding including repurposing of existing funding to support the identified proactive public safety measures and technology improvements	Ongoing. The Wilton Manors Police Department applied for a Small, Rural and Tribal (SRT) Micro Grant to assist with the funding for the Body Worn Camera program. The WMPD received notification that the grant was not funded for this year and the WMPD will take the opportunity to apply for this grant again in 2022. The WMPD will be using LETF forfeiture funds that are currently at BSO to fund the LPR project in phase 1, the two sign boards and a Explosives Detection Interdiction Canine. The WMPD will be looking into Justice Assistance Grants (JAG) and Community Oriented Policing Services (COPS) grants to provide funding for proactive traffic enforcement and public safety initiatives. The Wilton Manors Police Department was awarded a $7,261.60 grant from the Florida Department of Law Enforcement to support our agency's transition to the new crime reporting system National/Florida Incident Based Reporting Systems (NIBRS/FIBRS).	
	PL Pamela Landi	Promote the Public Health and Welfare of City Residents	Identify city and county health and wellness partner organizations and wellness initiatives	This strategy is scheduled for 2023	Percent of residents rating the City as good or excellent for addressing service needs
			Develop a plan for communicating and updating health and wellness resources for residents and visitors	This strategy is scheduled for 2023.	
			Initiate campaign	This strategy is scheduled for 2023.	
			Complete Campaign	This strategy is scheduled for 2024.	

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Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
	PL Pamela Landi	Adapt to the Changing Needs of Residents	Develop a survey of residents to understand their needs	LS will be implementing a Needs Assessment survey to determine what residents would like to see for Leisure Services programs and events. The survey will initiate on 5/1/22 and results will be reported around 10/30/22. The City will conduct its biannual Customer Satisfaction Survey in November 2022.	Percent of residents rating the City as good or excellent for addressing service needs
			Deploy the survey to residents through the newsletter and social media	The City will conduct its biannual Customer Satisfaction Survey in November 2022.	
			Analyze the results to understand resident needs	This strategy is scheduled for February 2023.	
			Develop programs and policies to address the changing needs of residents	This is an ongoing strategy based on input from residents. One example is the multiple requests in 2021 for pickleball courts. After assessing the potential, staff created two temporary courts in mid-2021, which has now transitioned to three permanent courts.	
	PL Pamela Landi	Support Recreation and Open Space Programs and Initiatives	Engage with residents to identify their preferred recreation and open space programs and initiatives	The LS Needs Assessment survey will achieve this strategy.	Percent change in recreational program options
			Identify existing city facilities or land that can support the preferred recreation and open space programs and initiatives	This strategy is scheduled for January 2023 and results will be reflected in budget request for 2023-2024.	
			Incorporate the identified recreational activities and programs into the City's leisure services offerings	This strategy is scheduled for October 2024.	
			Partner with community groups to support existing recreational and open space programs	Ongoing, with a report on community partnerships scheduled for August 2022.	

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
	PL Pamela Landi	Develop a Public Arts and Culture Policy	Engage the local arts community to create a public arts and culture community group	Staff is in the process of creating a policy, expected by July 2022.	Creation of an Arts and Culture Policy by 2022
			Research ideas for public arts and culture policies from other jurisdictions	This strategy is scheduled for Fall 2022.	
Goal D: Cultivate Efficient and High Performing Government	MS Michael Shaffer	Identify Operational Efficiencies and Improvements for City Departments and Programs	Develop a timeline for all departmental reviews	A timeline has been created. 22-23 Budget request submitted. CDS - 2021 LS/EMU 2022 FIN 2023 HR/IT 2024 CC/CMO 2025	Implementation of organizational reviews.
			Develop an RFP to solicit proposals from vendors to conduct department organization analyses	RFP for LS and EMU reviews is substantially completed. Scheduled for release 4/22.	
			Review proposals and select vendor	Scheduled for 5/22 through 6/22 (LS & EMU).	
			Engage with the vendor to provide organization analyses of each department	Scheduled for 5/22 through 6/22 (LS & EMU).	
			Discuss analyses with departments	Scheduled for 5/22 through 6/22 (LS & EMU).	
			Prioritize implementation of recommendations	Ongoing through FY 22-23 and subsequent fiscal year budget planning for each department.	
			Fund prioritized recommendations	Ongoing through FY 22-23 and subsequent fiscal year budget planning for each department.	
			Implement prioritized recommendations	Implementation for CDS completed in FY 21-22.	

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
	PL Pamela Landi	Develop a Technology Master Plan	Develop an RFP to solicit proposals from vendors to assist in the development of a technology master plan	Completed 10/21.	
			Review proposals and select vendor	Completed 3/1/22. Kickoff meeting is 3-25-22.	
			Engage with the vendor to develop a technology master plan	In progress.	
			Once Information Technology Master Plan is complete, implement recommendations.		
	PL Pamela Landi	Enhance Internal and External Communication	Identify gaps in internal communication by soliciting the feedback of city staff and reviewing best practices	Scheduled for 2023, utilizing the data obtained in the Organization Reviews and Customer Service Satisfaction survey.	Percent change in social media engagement by the City
			Determine if technology upgrades can improve internal communication	Scheduled for 2023.	
			Develop a plan to implement internal communication changes reflecting the feedback provided by staff	Implementation scheduled for 2023.	
			Engage with the community to determine preferences for receiving communications and information needs	Implementation scheduled for 2023.	
			Modify external communication practices and media to meet the needs of the community	Scheduled for 2023, utilizing the data obtained in the Customer Service Satisfaction survey.	

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Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
	PL Pamela Landi	Achieve Greater Diversity on City Boards and Committees	Determine if the board and committee appointment procedures promote diversity and, if not, modify the appointment procedures to help ensure greater diversity	Ongoing. In 2021 changes were made and distribution list was expanded to notification process for board vacancies.	Percent change in social media engagement by the City
			Engage with residents and community groups that are not typically involved in the board and committee process	Ongoing.	
			Promote the work of boards and committees to engender excitement in potential new, diverse members	Ongoing.	
	PL Pamela Landi	Initiate Municipal Benchmarking	Identify local government agencies that are similar to Wilton Manors (population, size, growth rate, median income, services offered, etc.)	This strategy is scheduled for November 2022.	Collect and report benchmark data on four service areas by 2023
			Identify the four service level areas that will be included in the benchmarking	This strategy is scheduled for November 2022.	
			Develop a survey for inputting the data	This strategy is scheduled for January 2023.	
			Engage the identified peer agencies to return the data	This strategy is scheduled for May 2023.	
			Compile, analyze and report the benchmarking data	This strategy is scheduled for July 2023.	
			Create a dashboard for a visual comparison of the data	This strategy is scheduled for September 2023.	

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
	MS Michael Shaffer	Ensure the City is Competitive in Attracting and Retaining a Diverse, High-Quality Workforce	Develop an RFP to solicit proposals from vendors to conduct a classification and compensation study	Completed 9/21.	Completion of a compensation and classification study by 2023
			Review proposals and select vendor	Completed 10/21.	
			Engage with the vendor to conduct the study	Completed 11/21 through 1/22.	
			Report finalized study to City Commission	Scheduled for 3/22/22.	
			Prioritize implementation of recommendations	Ongoing via FY 22-23 budget preparation, 3/22 through 9/22.	
			Fund prioritized recommendations	Ongoing via FY 22-23 budget preparation, 3/22 through 9/22.	
			Implement prioritized recommendations	Scheduled for implementation 10/22.	
			Conduct employee benefits benchmarking with similar sized municipalities	This strategy is scheduled for 6/22 through 8/22.	
			Develop a city government leadership training program	This strategy is scheduled for October 2023.	
			Identify opportunities for city leaders to attend change management training	This strategy is scheduled for October 2023.	
Goal E: Exhibit Fiscal Responsibility	PL Pamela Landi	Develop a Long-Term Funding Plan for Infrastructure Projects	Assess ARPA funds availability for water, wastewater and stormwater infrastructure projects	The allocation of ARPA funds has been approved by the City Commission. Approximately 84% of the AARPA funds are being allocated for water infrastructure projects.	Percent of planned infrastructure projects that are funded
			Research other state and federal grant/matching opportunities for water, wastewater and stormwater infrastructure projects	State and federal grant funds are being reviewed and considered in addition to other finance options.	

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Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Identify projects with the potential for public-private partnerships	This strategy has been ruled out.	
			Work with financial advisor Ford and Associates to assist in the development of a long-term funding plan for infrastructure projects	This is an ongoing strategy. Staff plans to present financing options to the City Commission in April or May 2022.	
		Assess and Evaluate the Use and Necessity of City Owned Real Estate	Inventory all city owned real estate	Implementation of this strategy is scheduled for 2023-2024.	Achieve a balanced budget in all fund groups
			Determine the uses for all city owned real estate	Implementation of this strategy is scheduled for 2023-2024.	General Fund unassigned fund balance of 15% or higher
			Determine the necessity for the identified real estate	Implementation of this strategy is scheduled for 2023-2024.	
			Present findings to City Commission for Approval	Implementation of this strategy is scheduled for 2023-2024.	
			Develop a plan to sell or dispose of city owned real estate properties that are no longer in use or past their useful life	Implementation of this strategy is scheduled for 2023-2024.	
		Reduce Interfund Transfers from Enterprise Funds to General Funds by 2026.	Budget for a reduction from enterprise funds to general funds over 4 years		Achieve GFOA best practice for enterprise funds transfers to general funds
Goal F: Improve Environment Sustainability	PL Pamela Landi	Advance City's Climate Action Plan	Identify funding sources or repurposing of existing funds to implement the City's climate resiliency plan		Completion of vulnerability assessment by 2023
			Ensure climate resiliency planning is a part of citywide programmatic decision making	This strategy will be deployed in the 2023-2024 budget cycle.	Percent of goals achieved in the Climate Action Plan

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
			Update Climate Action Plan	Staff is currently at work on an information brief on progress made on the current Climate Action Plan, originally completed in 2019. The update to the plan is scheduled for January 2023. Staff is hopeful that we can again collaborate with Oakland Park.	
			Conduct a Sea Level Rise Vulnerability Assessment		
			Update the City's Community Wide Greenhouse Gas Inventory		
		Initiate a Mitigation Plan	Develop a mitigation plan	This strategy will be deployed in the 2023-2024 budget cycle.	Begin a mitigation plan by 2023
			Identify funding to implement the mitigation plan	This strategy will be deployed in the 2023-2024 budget cycle.	Percent of goals achieved in the Climate Action Plan
		Reduce the City's Carbon Footprint by at Least 1% Each Year through 2028	Determine practical methods of reducing the City's carbon footprint	This strategy will be deployed in the 2023-2024 budget cycle.	Percent change in community's overall carbon footprint
			Estimate the cost impact and savings from implementing the identified methods	This strategy will be deployed in the 2023-2024 budget cycle.	Percent of goals achieved in the Climate Action Plan
			Utilizing the updated GHG Inventory, updated Climate Action Plan and results of the SLR Vulnerability Assessment, create a mitigation plan and prioritize the projects	This strategy will be deployed in the 2023-2024 budget cycle.	
			Identify funding to implement the identified options	This strategy will be deployed in the 2023-2024 budget cycle.	
			Create a Green Action Plan Committee		

Goals	Responsible Party	Key Objectives	Strategies	Progress/Status/Notes	Key Performance Indicators
		Identify Resources to Support Climate Resiliency by Residents and Businesses	Identify opportunities to assist residents and businesses with climate resiliency (i.e., rebates, incentives, education)	Working on creating an array of tools for residents and businesses to support climate resiliency and reduce GHG in their own lives. Toolbox expected to be considered by City Commission in October 2022.	
		Incentivize Less Dependence on Fossil Fuels	Determine those best practices most suited for Wilton Manors		
			Develop an incentive program		
			Communicate the program to residents and businesses		

City of Wilton Manors Accomplishments

October 2021 through May 2022

Advance Infrastructure Improvements

- Executed a new Large User Wastewater Agreement with the City of Ft Lauderdale. The agreement is for a 20-year term, to March 2042, with an option to renew for an additional 20 years.
- Issued $440,100 in purchase orders for water, wastewater, infrastructure including maintenance, project engineering and inventory. An additional $599,275 in purchase orders including maintenance and project engineering will be issued by June 30.
- Executed ILAs and commenced construction or design for three surtax funded transportation infrastructure projects – Wilton Drive, NE 15 Avenue and NE 26 Street.

Promote Economic Development

- Implemented Article 30, Urban Center Mixed Use zoning regulations.
- Initiated the construction of an irrigation system and installation of landscape on Wilton Drive.
- Leveraged $35,000 from the State of Florida for Economic Development planning
- Hosted the January 2022 Developer Forum
- Completed the Market Analysis & Branding Strategy (WiltonNext) Study
- Hosted the City's First Small Business Week Reception in Partnership with WMBA
- Approved more than $22,000 in Business Enhancement Grants
- Conducted more than 50 Business Visits

Enhance Quality of Life and Livability

- Completed and adopted about 75% of a complete rewriting of the outdated city code.
- Negotiated with Broward County the terms for land acquisition of 1.43 acres of park land on Wilton Drive identified as Site 92.
- Collaborated with Art Walk Wilton Manors to install a temporary art sculpture at Rachel Richardson Park.
- Collected $48,000 in facility rental revenues for the first six months of the fiscal year, the highest amount ever for the period.
- Assisted with successful state grant applications for improvements at Hagen Park, including $480,000 for adding new pickleball courts, a new tot lot, a small basketball court and a connective walking trail, and possibly energy efficient lighting of the multi-purpose court at Hagen Park.
- Began a 2022 Citywide Needs Assessment of recreation and library needs with a questionnaire on survey monkey.
- Processed 43 special event permits

- Executed 20+ special events, with many setting attendance records.
- Adopted a historic preservation ordinance.
- Completed the west side drainage project with approximately $200,000 in CDBG funds

Cultivate Efficient and High Performing Government

- **Traffic Safety**

Initiated a traffic safety action plan (DDACTS – Data Driven Approach to Crime and Traffic Safety) in February 2022. This DDACTS action plan was initiated to improve traffic safety and to provide increased education and enforcement (E & E) for our Island City roadway users. It was also partly in response to a horrific traffic crash that occurred on NW 9 Avenue in December 2021 involving six children. In April 2022, a full-time traffic officer position was also staffed.

Traffic crash and traffic E & E data was compared for the first four months of 2022 to the same period the previous year, 2021. The analysis of this data showed a decrease in traffic crashes, and an increase in E & E activity (traffic citations, warnings and traffic stops). These analytics are summarized in the below tables:

TRAFFIC CRASHES (Jan - Apr) **Metric Goal = % -**

TYPE OF CRASH	2021	2022	CHANGE
ALL crashes	177	152	-14%
Vehicle vs. Pedestrian	11	7	-36%
Vehicle vs. Bicycle	4	1	-75%
Fatality	1	1	None – even

TRAFFIC EDUCATION AND ENFORCEMENT (Jan - Apr) **Metric Goal = % +**

TRAFFIC E & E	2021	2022	CHANGE
Citations issued	578	728	+26%
Warning citations issued	132	281	+113%
Traffic stops conducted	523	627	+20%

- Painted the exteriors of Richardson Historic Park, ICPP, and Hagen Park.
- Facilitated the upgrades of HVAC systems at all city facilities.
- Reinforced the dock area of Colohatchee Boat Ramp.
- Provided over 2,300 hours of service to the community by library staff, providing new library cards, book deliveries, curbside pickup, assistance with eMaterials, Interlibrary Loans, the use of Public Access Computers, and free wi-fi.
- Received a State Aid grant of over $12,000 from the State Library. These funds supplemented the Library's book budget, funded our Mango Languages service, and allowed for expanded eResources.
- Provided for a total of 6,635 patrons borrowed a total of 53,631 items.

- Initiated an Information Technology Master Plan process, which will result in a report expected by August 2022.
- Initiated a system upgrade of the utility billing technology.
- Adopted an administrative site plan and waiver process, which will streamline the permit process for small scale residential renovations.
- Completed a classification and compensation study.

Exhibit Fiscal Responsibility

- Established additional Senior homestead exemptions effective January 1, 2022
- Developed and implemented the City's first Purchasing Procedures and Policy Manual
- Received two awards from the Government Finance Officers Association, *Certificate of Achievement for Excellence in Financial Reporting* and *Distinguished Budget Presentation Award*
- Received a clean audit for FY 2020-21
- Increased the amount of P-Card Rebates by 27.1% or $28,570 for a total receipt of $134,112.
- Adopted a policy for providing support to non-profit organizations serving the Wilton Manors community.

Improve Environmental Sustainability

- Awarded a grant for a sea level rise vulnerability assessment, which will be conducted between August 2022 and May 2023
- Completed a successful tree giveaway event for residents, distributing over 500 trees and shrubs, increasing tree canopy.

City of Wilton Manors
Commission Priorities for FY 2022-23
February 1, 2022

All Funds

- Employee training
- Beautification
  - Art projects

Fund 001 General Fund

- Marketing city as:
  - Place to live
  - Tourist destination
  - Business location
- Transportation & Traffic Issues
  - Traffic studies

Fund 300 Capital Improvement

- Tech master plan & Implementation

Funds 401 Utilities & 450 Drainage

- Infrastructure

CITY OF WILTON MANORS
BUDGET TIMETABLE
FISCAL YEAR 2022-23

Revised 5/24/2022 for Budget Hearing Dates in September

NOTE: City Commission meetings are printed in red. Financial Advisory Board meetings are printed in blue.

Date	Time	Location	Event
Tuesday, February 1, 2022	**6:30 PM**	**Chambers / Zoom**	**Commission Goals & Objectives Workshop**
Tuesday, June 21, 2022	**6:30 PM**	**Chambers / Zoom**	**First City Commission Budget Workshop**
Wednesday, July 20, 2022	**6:30 PM**	**Chambers / Zoom**	**Review Recommended Budget with Financial Advisory Board**
Wednesday, July 27, 2022	**6:30 PM**	**Chambers / Zoom**	**Special City Commission Meeting to Adopt a Tentative Millage Rates and Preliminary Special Assessment Rates followed by Second City Commission Budget Workshop.**
Tuesday, August 23, 2022	**6:30 PM**	**Chambers / Zoom**	**Third City Commission Budget Workshop (Prior to regularly-scheduled Commission meeting).**
Wednesday, September 14, 2022	**6:30 PM**	**Chambers / Zoom**	**First Public Hearing on Proposed Budget and Millages, and Final Public Hearing on the Special Assessments.**
Wednesday, September 28, 2022	**6:30 PM**	**Chambers / Zoom**	**Final Budget Public Hearing - Adoption of Final Budget and Millages.**

5/24/2022

CITY OF WILTON MANORS
BUDGET TIMETABLE
FISCAL YEAR 2022-23

Revised 5/24/2022 for Budget Hearing Dates in September

NOTE: City Commission meetings are printed in red. Financial Advisory Board meeting is printed in blue.

Date	Time	Location	Event
Wednesday, January 5, 2022			Distribute FY 22-23 New Budget Request forms to departments
Tuesday, February 1, 2022	**6:30 PM**	**Chambers / Zoom**	**First City Commission Budget Workshop**
Monday, February 28, 2022	6:00 PM	Finance	Completed New Budget Request forms sent to Finance
Tuesday, March 1, 2022			Budget Software Unlocked for Department Budget Entry; Budget Forms Distributed to Department Directors
Thursday, March 17, 2022			Any requested personnel changes submitted to Human Resources for approval
Thursday, March 31, 2022			Requested Budget Due to Finance Department; Budget Software Locked (Must have prior HR approval for any requested personnel changes.)
Wednesday, April 6, 2022	9:00 AM	EOC	HR and Finance review personnel requests with City Manager
Tuesday, April 19, 2022	10:30 AM	EOC	Departmental Review with City Manager - City Commission, City Manager, City Clerk, City Attorney and non-departmental
Tuesday, April 19, 2022	1:30 PM	EOC	Departmental Reviews with City Manager - Human Resources Department, Finance, Parking and Revenues
Wednesday, April 20, 2022	7:30 AM	EOC	Departmental Review with City Manager - Emergency Mgmt / Utilities Department
Wednesday, April 20, 2022	9:00 AM	EOC	Departmental Review with City Manager - Community Development Services.
Thursday, April 21, 2022	10:30 AM	EOC	Departmental Review with City Manager - Police Department
Thursday, April 21, 2022	1:30 PM	EOC	Departmental Review with City Manager - Leisure Services Department
Wednesday, June 1, 2022			Property Appraiser notifies taxing authorities of estimate of taxable value. Statutory deadline is June 1st.
Thursday, June 2, 2022	8:00 AM	EOC	Finalize budget requests to be included in budget
Sunday, June 5th through Wednesday June 8th			GFOA Annual Conference (Finance Director)
Tuesday, June 21, 2022	**6:30 PM**	**Chambers / Zoom**	**Budget Workshop with Commission**
Saturday, June 25 through Wednesday, June 29			FGFOA Annual Conference (Asst Finance Director & Accountant)
Friday, July 1, 2022			Property Appraiser submits Certification of Values to ad valorem taxing authorities.
Monday, July 11, 2022			Recommended Budget Distributed to City Commission, City Departments, and Financial Advisory Board
Wednesday, July 20, 2022	**6:30 PM**	**Chambers / Zoom**	**Review Recommended Budget with Financial Advisory Board**
Wednesday, July 27, 2022	**6:30 PM**	**Chambers / Zoom**	**Special City Commission Meeting to Adopt a Tentative Millage Rates and Preliminary Special Assessment Rates followed by Second City Commission Budget Workshop. (Subject to change)**

CITY OF WILTON MANORS
BUDGET TIMETABLE
FISCAL YEAR 2022-23

Revised 5/24/2022 for Budget Hearing Dates in September

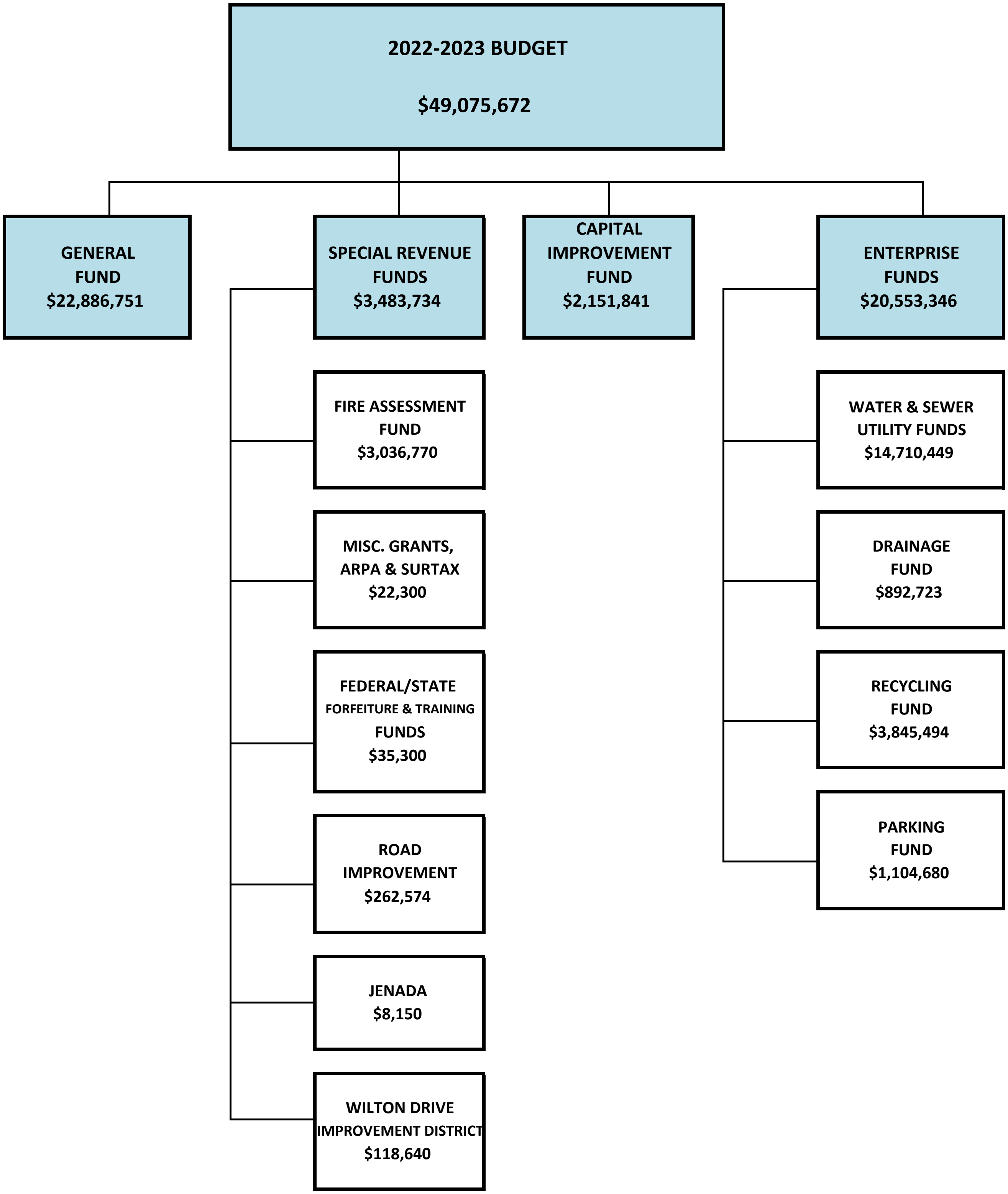
NOTE: City Commission meetings are printed in red. Financial Advisory Board meeting is printed in blue.

Date	Time	Location	Event
Tuesday, August 2, 2022		**School Board Office**	**Broward County School Board First Public Hearing Date**
Thursday, August 4, 2022			Ad valorem taxing authorities to certify their roll-back rate, proposed millage rate, and time, date, and place of the first required public hearing via DOR's etrim application. Taxing authorities to certify proposed non-ad valorem rates to the Property Appraiser.
Saturday, August 13, 2022			Property Appraiser begins to mail Proposed Property Tax Notices (TRIM Notices).
TBD			Advertisement in Sun-Sentinel of September 6th Final Public Hearing for Fire and Jenada Special Assessments.
Tuesday, August 23, 2022	**6:30 PM**	**Chambers / Zoom**	**Third City Commission Budget Workshop (Prior to regularly-scheduled Commission meeting).**
Thursday, September 8, 2022		**Broward Commission Chambers**	**Broward County Commission First Public Hearing Date**
Tuesday, September 13, 2022		**School Board Office**	**Broward County School Board Final Public Hearing**
Wednesday, September 14, 2022	**6:30 PM**	**Chambers / Zoom**	**First Public Hearing on Proposed Budget and Millages, and Final Public Hearing on the Special Assessments.**
Tuesday, September 20, 2022		**Broward Commission Chambers**	**Broward County Commission Final Public Hearing Date**
Sunday, September 25, 2022			Advertisement in Sun-Sentinel of Final Public Hearing for millages and budget.
Wednesday, September 28, 2022	**6:30 PM**	**Chambers / Zoom**	**Final Budget Public Hearing - Adoption of Final Budget and Millages.**
Monday, October 3, 2022			Last day to deliver the resolution adopting final millage to Property Appraiser, Tax Collector, and Department of Revenue.
TBD			Tax Roll Certified to Revenue Collector Except for Value Adjustment Board Cases
TBD			Statutory Deadline to Certify TRIM compliance to the Department of Revenue on Form DR-487. Must be certified within thirty days of Final Budget Public Hearing. Adopted Budget must also be posted to the City's website within 30 days after adoption.

5/24/2022

CITY OF WILTON MANORS

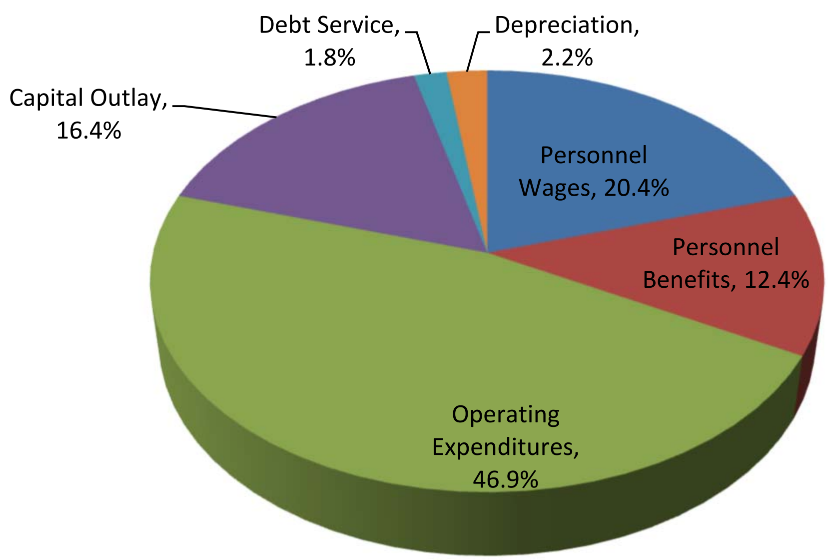
FUND STRUCTURE OVERVIEW - REVENUE



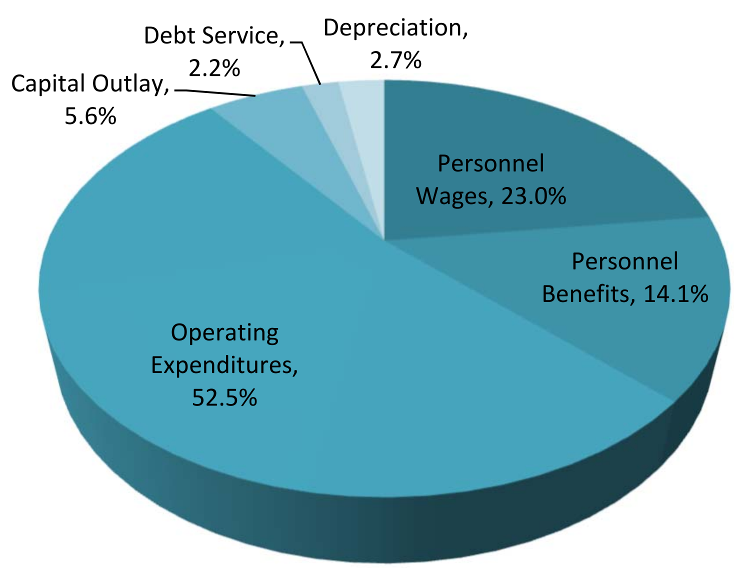
CITY OF WILTON MANORS, FLORIDA

EXPENDITURES BY OBJECT - ALL FUNDS

FISCAL YEAR 2022-2023 - $49,075,672



FISCAL YEAR 2021-2022 - $39,921,235



CITY OF WILTON MANORS, FLORIDA

EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2022-2023 BUDGET

	FY2020-21 ACTIVITY	FY2021-22 ADOPTED BUDGET	FY2021-22 AMENDED BUDGET	FY2021-22 ACTIVITY THRU 5/31/22	FY2022-23 RECOMMENDED BUDGET
GENERAL FUND					
Personnel Wages	$ 7,192,183	$ 7,967,566	$ 7,967,566	$ 4,607,953	$ 8,547,377
Personnel Benefits	4,767,372	4,886,170	4,886,170	3,706,886	5,194,747
Total Wages and Benefits	11,959,555	12,853,736	12,853,736	8,314,839	13,742,124
Operating Expenditures	4,689,668	6,040,750	8,109,695	3,331,939	6,792,864
Capital Outlay	12,005	-	-	334	-
Debt Service	491,294	637,508	1,001,098	847,409	673,927
Sub-Total	17,152,522	19,531,994	21,964,529	12,494,521	21,208,915
Transfers In/Out	527,030	414,702	414,702	276,472	1,677,836
TOTALS	**$ 17,679,552**	**$ 19,946,696**	**$ 22,379,231**	**$ 12,770,993**	**$ 22,886,751**
AMERICAN RESCUE PLAN ACT					
Personnel Wages	$ -	$ -	$ 257,500	$ 257,500	$ -
Personnel Benefits	-	-	19,544	19,544	-
Total Wages and Benefits	-	-	277,044	277,044	-
Operating Expenditures	-	-	200,000	-	-
Capital Outlay	-	-	2,717,401	-	19,420
Sub-Total	-	-	3,194,445	277,044	19,420
Transfers In/Out	-	-	-	-	-
TOTALS	**$ -**	**$ -**	**$ 3,194,445**	**$ 277,044**	**$ 19,420**
FIRE ASSESSMENT					
Personnel Wages	$ 160,292	$ 163,621	$ 163,621	$ 82,675	$ 212,056
Personnel Benefits	179,055	159,315	159,315	52,325	187,572
Total Wages and Benefits	339,347	322,936	322,936	135,000	399,628
Operating Expenditures	2,428,363	2,510,594	2,510,594	1,624,724	2,622,817
Capital Outlay	784	187,500	282,500	66,200	14,325
Sub-Total	2,768,494	3,021,030	3,116,030	1,825,924	3,036,770
Transfers In/Out	3,983	3,968	3,968	2,648	-
TOTALS	**$ 2,772,477**	**$ 3,024,998**	**$ 3,119,998**	**$ 1,828,572**	**$ 3,036,770**
SURTAX FUND					
Capital Outlay	$ -	$ -	$ 986,448	$ 4,167	$ 2,760
Sub-Total	-	-	986,448	4,167	2,760
Transfers In/Out	-	-	-	-	-
TOTALS	**$ -**	**$ -**	**$ 986,448**	**$ 4,167**	**$ 2,760**
MISCELLANEOUS GRANTS					
Personnel Wages	$ 27,947	$ 30,826	$ 30,826	$ -	$ -
Personnel Benefits	2,139	2,358	2,358	-	-
Total Wages and Benefits	30,086	33,184	33,184	-	-
Operating Expenditures	30,751	200	200	7,527	120
Capital Outlay	13,682	11,187	34,350	8,393	-
Sub-Total	74,519	44,571	67,734	15,920	120
Transfers In/Out	-	-	-	-	-
TOTALS	**$ 74,519**	**$ 44,571**	**$ 67,734**	**$ 15,920**	**$ 120**
FEDERAL POLICE FORFEITURE					
Operating Expenditures	$ -	$ 10,300	$ 10,300	$ 1,000	$ 17,800
Capital Outlay	-	-	-	-	-
Sub-Total	-	10,300	10,300	1,000	17,800
Transfers In/Out	-	-	-	-	-
TOTALS	**$ -**	**$ 10,300**	**$ 10,300**	**$ 1,000**	**$ 17,800**

CITY OF WILTON MANORS, FLORIDA

EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2022-2023 BUDGET

	FY2020-21 ACTIVITY	FY2021-22 ADOPTED BUDGET	FY2021-22 AMENDED BUDGET	FY2021-22 ACTIVITY THRU 5/31/22	FY2022-23 RECOMMENDED BUDGET
POLICE TRAINING & EDUCATION					
Operating Expenditures	$ 983	$ 6,590	$ 6,590	$ 175	$ 1,000
Capital Outlay	-	-	-	-	-
Sub-Total	983	6,590	6,590	175	1,000
Transfers In/Out	-	-	-	-	-
TOTALS	**$ 983**	**$ 6,590**	**$ 6,590**	**$ 175**	**$ 1,000**
ROAD IMPROVEMENT					
Operating Expenditures	$ 154,634	$ 258,069	$ 290,608	$ 84,701	$ 246,376
Capital Outlay	5,857	106,780	302,600	38,341	16,198
Sub-Total	160,491	364,849	593,208	123,042	262,574
Transfers In/Out	-	-	-	-	-
TOTALS	**$ 160,491**	**$ 364,849**	**$ 593,208**	**$ 123,042**	**$ 262,574**
STATE POLICE FORFEITURE					
Operating Expenditures	$ 38,446	$ 12,500	$ 12,500	$ 12,492	$ 16,500
Capital Outlay	-	93,767	93,767	1,881	-
Sub-Total	38,446	106,267	106,267	14,373	16,500
Transfers In/Out	-	-	-	-	-
TOTALS	**$ 38,446**	**$ 106,267**	**$ 106,267**	**$ 14,373**	**$ 16,500**
JENADA GATEHOUSE SPECIAL ASSESSMENT					
Operating Expenditures	$ 4,169	$ 8,045	$ 8,045	$ 1,141	$ 8,150
Capital Outlay	1,513	-	-	-	-
TOTALS	**$ 5,682**	**$ 8,045**	**$ 8,045**	**$ 1,141**	**$ 8,150**
WILTON DRIVE IPROVEMENT DISTRICT					
Operating Expenditures	$ 79,390	$ 96,490	$ 99,990	$ 51,242	$ 118,640
Capital Outlay/Contingency	1,258	-	60,000	-	-
Debt Service	-	-	-	-	-
Depreciation	-	-	-	-	-
Sub-Total	80,648	96,490	159,990	51,242	118,640
Transfers In/Out	-	-	-	-	-
TOTALS	**$ 80,648**	**$ 96,490**	**$ 159,990**	**$ 51,242**	**$ 118,640**
CAPITAL IMPROVEMENT FUND					
Operating Expenditures	$ -	$ 100,000	$ 100,000	$ -	$ -
Capital Outlay	321,255	703,511	1,484,956	117,696	2,151,841
TOTALS	**$ 321,255**	**$ 803,511**	**$ 1,584,956**	**$ 117,696**	**$ 2,151,841**
WATER UTILITY FUND					
Personnel Wages	$ 474,782	$ 533,395	$ 218,492	$ 115,770	$ 215,058
Personnel Benefits	177,246	279,803	112,734	76,371	106,943
Total Wages and Benefits	652,028	813,198	331,226	192,141	322,001
Operating Expenditures	6,080,687	6,566,883	2,502,866	1,678,634	2,868,259
Capital Outlay/Contingency	-	441,772	648,306	54,309	2,928,930
Debt Service	16,873	78,458	-	-	-
Depreciation	838,056	880,100	443,900	-	443,900
Sub-Total	7,587,644	8,780,411	3,926,298	1,925,084	6,563,090
Transfers In/Out	1,019,123	815,969	815,969	543,979	589,494
TOTALS	**$ 8,606,767**	**$ 9,596,380**	**$ 4,742,267**	**$ 2,469,063**	**$ 7,152,584**

CITY OF WILTON MANORS, FLORIDA

EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2022-2023 BUDGET

	FY2020-21 ACTIVITY	FY2021-22 ADOPTED BUDGET	FY2021-22 AMENDED BUDGET	FY2021-22 ACTIVITY THRU 5/31/22	FY2022-23 RECOMMENDED BUDGET
SEWER UTILITY FUND					
Personnel Wages	$ -	$ -	$ 314,903	$ 180,542	$ 333,402
Personnel Benefits	-	-	167,069	116,947	169,604
Total Wages and Benefits	-	-	481,972	297,489	503,006
Operating Expenditures	-	-	4,404,058	1,891,567	4,278,664
Capital Outlay/Contingency	-	-	1,160,397	653,162	2,276,115
Debt Service	-	-	482,220	430,961	63,880
Depreciation	-	-	436,200	-	436,200
Sub-Total	-	-	6,964,847	3,273,179	7,557,865
Transfers In/Out	-	-	-	-	-
TOTALS	**$ -**	**$ -**	**$ 6,964,847**	**$ 3,273,179**	**$ 7,557,865**
DRAINAGE UTILITY					
Personnel Wages	$ 75,890	$ 89,707	$ 89,707	$ 34,755	$ 91,749
Personnel Benefits	34,362	47,287	47,287	34,895	55,862
Total Wages and Benefits	110,252	136,994	136,994	69,650	147,611
Operating Expenditures	241,948	398,204	550,154	134,274	427,534
Capital Outlay	-	585,000	1,251,542	378,995	218,237
Debt Service	-	-	-	-	-
Depreciation	96,892	94,400	94,400	-	94,400
Sub-Total	449,092	1,214,598	2,033,090	582,919	887,782
Transfers In/Out	4,991	4,990	4,990	3,328	4,941
TOTALS	**$ 454,083**	**$ 1,219,588**	**$ 2,038,080**	**$ 586,247**	**$ 892,723**
RECYCLING & SOLID WASTE FUND					
Personnel Wages	$ 66,761	$ 78,502	$ 78,502	$ 51,680	$ 99,613
Personnel Benefits	35,148	39,747	39,747	38,388	60,978
Total Wages and Benefits	101,909	118,249	118,249	90,068	160,591
Operating Expenditures	3,278,725	3,452,779	3,456,092	2,034,460	3,563,902
Capital Outlay	-	4,500	11,000	-	3,636
Debt Service	-	-	-	-	-
Depreciation	18,437	18,400	18,400	-	18,400
Sub-Total	3,399,071	3,593,928	3,603,741	2,124,528	3,746,529
Transfers In/Out	157,871	128,422	128,422	85,616	98,965
TOTALS	**$ 3,556,942**	**$ 3,722,350**	**$ 3,732,163**	**$ 2,210,144**	**$ 3,845,494**
PARKING					
Personnel Wages	$ 6,785	$ 6,834	$ 6,834	$ 4,301	$ 7,349
Personnel Benefits	2,682	3,936	3,936	2,985	4,301
Total Wages and Benefits	9,467	10,770	10,770	7,286	11,650
Operating Expenditures	505,394	763,395	763,395	346,614	927,512
Capital Outlay	-	30,000	30,000	-	20,238
Debt Service	14,401	113,371	706,785	632,714	92,305
Depreciation	43,039	44,000	44,000	-	44,000
Sub-Total	572,301	961,536	1,554,950	986,614	1,095,705
Transfers In/Out	9,061	9,064	9,064	6,040	8,975
TOTALS	**$ 581,362**	**$ 970,600**	**$ 1,564,014**	**$ 992,654**	**$ 1,104,680**

CITY OF WILTON MANORS, FLORIDA

EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2022-2023 BUDGET

	FY2020-21 ACTIVITY	FY2021-22 ADOPTED BUDGET	FY2021-22 AMENDED BUDGET	FY2021-22 ACTIVITY THRU 5/31/22	FY2022-23 RECOMMENDED BUDGET
TOTALS - ALL FUNDS					
Personnel Wages	$ 8,004,640	$ 8,870,451	$ 9,127,951	$ 5,335,176	$ 9,506,604
Personnel Benefits	5,198,004	5,418,616	5,438,160	4,048,341	5,780,007
Total Wages and Benefits	13,202,644	14,289,067	14,566,111	9,383,517	15,286,611
Operating Expenditures	17,533,158	20,224,799	23,025,087	11,200,490	21,890,138
Capital Outlay	356,354	2,164,017	9,063,267	1,323,478	7,651,700
Debt Service	522,568	829,337	2,190,103	1,911,084	830,112
Depreciation	996,424	1,036,900	1,036,900	-	1,036,900
Sub-Total	32,611,148	38,544,120	49,881,468	23,818,569	46,695,461
Transfers Out	1,722,059	1,377,115	1,377,115	918,083	2,380,211
TOTALS	**$ 34,333,207**	**$ 39,921,235**	**$ 51,258,583**	**$ 24,736,652**	**$ 49,075,672**

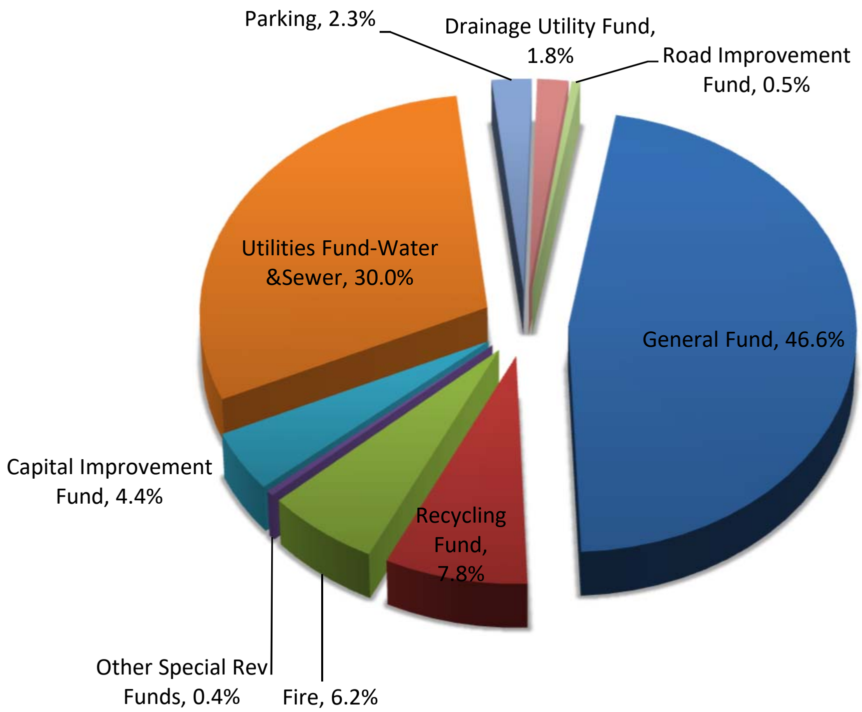
CITY OF WILTON MANORS, FLORIDA

FY2022-2023 BUDGET

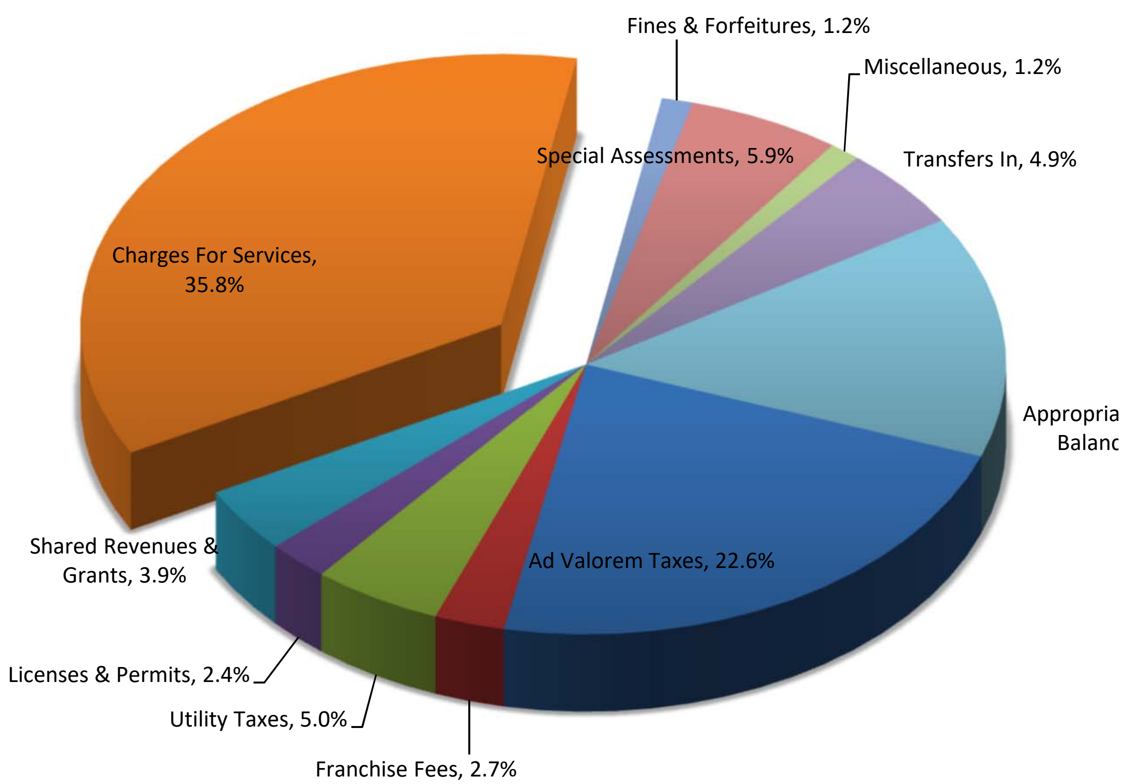
REVENUE BUDGET SUMMARY

$49,075,672

REVENUES BY FUND



REVENUES BY SOURCE



CITY OF WILTON MANORS, FLORIDA

FY2022-2023 BUDGET
REVENUE SUMMARIES- ALL FUNDS

	FY2020-21 ACTIVITY	FY2021-22 ADOPTED BUDGET	FY2021-22 AMENDED BUDGET	FY2021-22 ACTIVITY 5/31/2022	FY2022-23 RCOMMENDED BUDGET
GENERAL FUND					
Ad-Valorem Taxes	$ 9,432,978	$ 9,963,210	$ 9,963,210	$ 9,624,914	$ 11,093,406
Franchise Fees	1,242,148	1,273,960	1,273,960	684,172	1,301,500
Utility Taxes	2,133,963	2,267,050	2,267,050	1,246,778	2,433,100
Licenses, Permits, & Fees	1,232,110	1,129,670	1,129,670	1,010,329	1,185,900
Shared Revenues and Grants	1,955,307	1,425,200	1,425,200	989,028	1,615,640
Charges For Services	1,910,734	2,322,353	2,322,353	1,326,235	2,434,766
Fines and Forfeitures	165,257	351,600	351,600	1,226,663	352,050
Miscellaneous	195,908	251,240	264,890	216,114	288,870
Debt proceeds	-	-	1,713,735	1,713,735	-
Transfers In	1,195,030	962,413	962,413	641,611	702,375
Appropriation of Fund Balance	-	-	705,149	-	1,479,144
TOTALS	**$ 19,463,435**	**$ 19,946,696**	**$ 22,379,230**	**$ 18,679,579**	**$ 22,886,751**
AMERICAN RESCUE PLAN ACT- SLRF					
Shared Revenues and Grants	$ -	$ -	$ 3,194,445	$ 277,044	$ -
Charges for Services	-	-	-	-	-
Special Assessments	-	-	-	-	-
Miscellaneous	-	-	-	2,892	19,420
Appropriation of Fund Balance	-	-	-	-	-
TOTALS	**$ -**	**$ -**	**$ 3,194,445**	**$ 279,936**	**$ 19,420**
FIRE ASSESSMENT FUND					
Shared Revenues and Grants	$ 97,345	$ 87,920	$ 87,920	$ 332	$ 87,980
Charges for Services	103,783	105,000	105,000	103,597	105,000
Special Assessments	2,662,447	2,730,311	2,730,311	2,669,628	2,789,584
Miscellaneous	32,608	26,450	26,450	26,047	36,640
Appropriation of Fund Balance	-	75,317	170,317	-	17,566
TOTALS	**$ 2,896,183**	**$ 3,024,998**	**$ 3,119,998**	**$ 2,799,604**	**$ 3,036,770**
SURTAX FUND					
Shared Revenues and Grants	$ -	$ -	$ 986,448	$ 426,612	$ -
Charges for Services	-	-	-	-	2,760
Special Assessments	-	-	-	-	-
Miscellaneous	-	-	-	359	-
Appropriation of Fund Balance	-	-	-	-	-
TOTALS	**$ -**	**$ -**	**$ 986,448**	**$ 426,971**	**$ 2,760**
MISCELLANEOUS GRANTS					
Shared Revenues and Grants	$ 71,883	$ 44,371	$ 67,534	$ 27,627	$ -
Miscellaneous	107	200	200	110	120
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
TOTALS	**$ 71,990**	**$ 44,571**	**$ 67,734**	**$ 27,737**	**$ 120**
FEDERAL POLICE FORFEITURE					
Fines and forfeitures	$ 13,630	$ -	$ -	$ 37,435	$ -
Miscellaneous	235	250	250	182	1,190
Appropriation of Fund Balance	-	10,050	10,050	-	16,610
TOTALS	**$ 13,865**	**$ 10,300**	**$ 10,300**	**$ 37,617**	**$ 17,800**
POLICE TRAINING & EDUCATION					
Fines and Forfeiture	$ 1,955	$ 6,500	$ 6,500	$ 536	$ -
Miscellaneous	84	90	90	11	20
Appropriation of Fund Balance	-	-	-	-	980
TOTALS	**$ 2,039**	**$ 6,590**	**$ 6,590**	**$ 547**	**$ 1,000**

CITY OF WILTON MANORS, FLORIDA

FY2022-2023 BUDGET
REVENUE SUMMARIES- ALL FUNDS

	FY2020-21 ACTIVITY	FY2021-22 ADOPTED BUDGET	FY2021-22 AMENDED BUDGET	FY2021-22 ACTIVITY 5/31/2022	FY2022-23 RCOMMENDED BUDGET
ROAD IMPROVEMENT					
Shared Revenues and Grants	$ 370,218	$ 220,000	$ 220,000	$ 130,073	$ 220,000
Charges for Services	35,038	37,749	37,749	3,435	41,164
Miscellaneous	540	600	600	807	1,410
Transfers In	-	-	-	-	-
Appropriation of Fund Balance	-	106,500	334,859	-	-
TOTALS	**$ 405,796**	**$ 364,849**	**$ 593,208**	**$ 134,315**	**$ 262,574**
STATE POLICE FORFEITURE					
Fines and Forfeitures	$ 13,051	$ -	$ -	$ 1,068	$ -
Miscellaneous	345	380	380	227	1,469
Appropriation of Fund Balance	-	105,887	105,887	-	15,031
TOTALS	**$ 13,396**	**$ 106,267**	**$ 106,267**	**$ 1,295**	**$ 16,500**
JENADA ASSESSMENT					
Special Assessments	$ 7,708	$ 8,000	$ 8,000	$ 7,704	$ 8,000
Miscellaneous	43	45	45	54	150
Appropriation of Fund Balance	-	-	-	-	-
TOTALS	**$ 7,751**	**$ 8,045**	**$ 8,045**	**$ 7,758**	**$ 8,150**
WILTON DRIVE IMPROVEMENT DISTRICT					
Special Assessments	$ 95,878	$ 96,000	$ 96,000	$ 95,454	$ 96,000
Miscellaneous	$ 979	$ 490	$ 490	$ 594	$ 1,530
Appropriate Fund Balance	-	-	63,500	-	21,110
TOTALS	**$ 96,857**	**$ 96,490**	**$ 159,990**	**$ 96,048**	**$ 118,640**
CAPITAL IMPROVEMENT FUND					
Transfer In - Contribution to Capital Imp Fund	$ 527,030	$ 414,702	$ 414,702	$ 276,472	$ 1,677,836
Miscellaneous	2,976	2,990	2,990	1,951	9,010
Appropriation of Fund Balance	-	385,819	1,167,264	-	464,995
TOTALS	**$ 530,006**	**$ 803,511**	**$ 1,584,956**	**$ 278,423**	**$ 2,151,841**
UTILITIES FUND - WATER					
Charges For Services	$ 8,676,482	$ 9,025,000	$ 4,638,000	$ 3,254,735	5,158,800
Licenses, Permits & Fees	26,980	6,500	6,500	5,366	6,500
Miscellaneous	73,618	78,379	78,379	45,399	110,610
Appropriation of Fund Balance	-	486,501	19,388	-	1,876,674
TOTALS	**$ 8,777,080**	**$ 9,596,380**	**$ 4,742,267**	**$ 3,305,500**	**$ 7,152,584**
UTILITIES FUND - SEWER					
Charges For Services	$ -	-	4,387,000	2,718,599	4,551,048
Licenses, Permits & Fees	-	-	-		-
Miscellaneous	-	-	-	410,148	39,220
Debt Proceeds	-	-	386,212		
Appropriation of Fund Balance	-	-	2,191,634	-	2,967,597
TOTALS	**$ -**	**$ -**	**$ 6,964,846**	**$ 3,128,747**	**$ 7,557,865**
DRAINAGE UTILITY FUND					
Shared Revenues and Grants	$ 119,764	$ -	$ -	$ -	$ -
Charges For Services	552,867	577,900	577,900	386,851	609,000
Miscellaneous	15,608	2,730	2,730	2,035	10,740
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	638,958	1,457,449	-	272,983
TOTALS	**$ 688,239**	**$ 1,219,588**	**$ 2,038,079**	**$ 388,886**	**$ 892,723**

CITY OF WILTON MANORS, FLORIDA

FY2022-2023 BUDGET
REVENUE SUMMARIES- ALL FUNDS

	FY2020-21 ACTIVITY	FY2021-22 ADOPTED BUDGET	FY2021-22 AMENDED BUDGET	FY2021-22 ACTIVITY 5/31/2022	FY2022-23 RCOMMENDED BUDGET
RECYCLING & SOLIDWASTE FUND					
Licenses, Permits & Fees	$ -	$ -	$ -	$ -	$ -
Charges For Services	3,605,818	3,693,900	3,693,900	2,525,952	3,794,400
Miscellaneous	29,996	28,450	28,450	33,122	47,480
Appropriation of fund Balance R/E	-	-	9,813	-	3,614
TOTALS	**$ 3,635,814**	**$ 3,722,350**	**$ 3,732,163**	**$ 2,559,074**	**$ 3,845,494**
PARKING					
Licenses, Permits & Fees	$ -	$ -	$ -	$ 10,000	$ -
Charges For Services	660,061	760,600	760,600	685,630	862,600
Fines and Forfeitures	168,315	203,000	203,000	142,321	226,000
Miscellaneous	5,923	7,000	7,000	5,785	16,080
Debt Proceeds	-	-	568,053	568,053	-
Appropriation of Fund Balance	-	-	25,361	-	-
TOTALS	**$ 834,299**	**$ 970,600**	**$ 1,564,014**	**$ 1,411,789**	**$ 1,104,680**
GRAND TOTAL - ALL FUNDS	**$ 37,436,750**	**$ 39,921,235**	**$ 51,258,580**	**$ 33,563,826**	**$ 49,075,672**

CITY OF WILTON MANORS
REVENUE ESTIMATES
2022-23 BUDGET

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 RECOMMENDED BUDGET
FUND 001-GENERAL FUND					
AD VALOREM TAXES					
001-0000-3110.001	Current Ad Valorem	9,031,146	9,556,904	9,556,904	10,687,138
001-0000-3110.002	Delinquent Ad-Valorem	3,396	10,000	10,000	10,000
001-0000-3110.044	Ad Val Debt Svc 99 Parks GOB	(23)	0	0	0
001-0000-3110.045	Ad Val Debt Svc 08 City HallGO	398,459	396,306	396,306	396,268
AD VALOREM TAXES		9,432,978	9,963,210	9,963,210	11,093,406
PERMITS, FEES, & SPECIAL ASSESSMENTS					
001-0000-3160.010	Local Bus Lic Tax Receip	113,654	115,420	115,420	110,000
001-0000-3220.000	Building Permits	908,323	792,500	792,500	800,000
001-0000-3220.100	DEVELOPMENT REVIEW FEE	14,353	35,000	35,000	35,000
001-0000-3230.100	FRANCHISE FEE - ELECTRICITY	773,224	805,300	805,300	830,000
001-0000-3230.700	FRANCHISE FEE - SOLID WASTE	395,000	395,000	395,000	395,000
001-0000-3230.701	FRANCHISE FEE - RECYCLING	2,500	2,500	2,500	2,500
001-0000-3230.900	Franchise Fees - Misc.	71,424	71,160	71,160	74,000
001-0000-3290.003	Letters of Determination	375	250	250	300
001-0000-3290.005	Vacant Property Registration	1,800	1,500	1,500	600
001-0000-3290.006	Bonds Administrative Fee	500	500	500	500
001-0000-3290.007	Specific Use Permits-Alc Sales	0	0	0	0
001-0000-3290.013	VACATION RENTAL REGISTRATION FEE	51,376	75,000	75,000	100,000
001-0000-3630.220	Public Safety Impact Fees	3,335	0	0	0
001-0000-3630.270	Culture/Rec Impact Fees	16,878	0	0	0
001-0000-3630.291	Aff. Housing Impact Fees	12,997	0	0	0
001-0000-3670.000	Other Non-Bus License/Permits	520	500	500	500
001-0000-3670.001	Residential Rental License	104,000	105,000	105,000	135,000
001-0000-3670.003	SOLID WASTE COLL LICENSE FEE	4,000	4,000	4,000	4,000
PERMITS, FEES, & SPECIAL ASSESSMENTS		2,474,259	2,403,630	2,403,630	2,487,400
UTILITY SERVICES TAXES					
001-0000-3140.100	UTILITY TAX - ELECTRIC	1,130,874	1,239,800	1,239,800	1,299,400
001-0000-3140.300	UTILITY TAX - WATER	430,187	462,400	462,400	523,700
001-0000-3140.400	UTILITY TAX - GAS	64,293	65,000	65,000	70,000
001-0000-3150.000	Communications Service Tax	508,608	499,850	499,850	540,000
UTILITY SERVICES TAXES		2,133,962	2,267,050	2,267,050	2,433,100
INTERGOVERNMENTAL					
001-0000-3310.206	CESF US DOJ Grant	20,121	0	0	0
001-0000-3310.219	SCHOOL RESOURCE OFFICER GRANT	69,240	60,000	60,000	73,440
001-0000-3310-.620	Federal Grants - PDA COVID-19	456,534	0	0	0
001-0000-3340.210	STATE DISASTER GRANT-H. DORIAN	4,923	0	0	0
001-0000-3350.120	State Revenue Sharing	454,530	440,000	440,000	449,000
001-0000-3350.140	Mobile Home License	137	200	200	200
001-0000-3350.150	Alcoholic Beverage License	24,939	35,000	35,000	35,000
001-0000-3350.180	1/2 Cent Local Sales Tax	915,884	890,000	890,000	1,058,000
001-0000-3370.204	BROWARD COUNTY ILA COVID-19	9,000	0	0	0
INTERGOVERNMENTAL		1,955,308	1,425,200	1,425,200	1,615,640
CHARGES FOR SERVICES					
001-0000-3400.001	Tennis Court Fees	22,243	20,000	20,000	18,000
001-0000-3400.002	Vending/Concessions	590	500	500	750
001-0000-3400.003	Adult Athletics	315	500	500	700
001-0000-3400.005	Special Events	10,314	25,000	25,000	20,000
001-0000-3400.006	Youth Classes	0	200	200	0
001-0000-3400.007	Adult Classes	7,754	20,000	20,000	8,500
001-0000-3400.008	Senior Activities	390	300	300	300
001-0000-3400.009	Summer Youth Activities	36,363	89,600	89,600	89,600
001-0000-3400.010	After School Program	83,644	163,500	163,500	136,800
001-0000-3400.011	Advertising Fees	16,185	10,000	10,000	10,000
001-0000-3400.012	Dog Park Registration Fees	11,745	8,700	8,700	9,500
001-0000-3400.014	BEFORE SCHOOL CARE	20,407	23,500	23,500	23,750
001-0000-3400.015	After School Late Pickup Fees	875	800	800	800
001-0000-3410.300	ADMINISTRATIVE SERVICE FEES	3,600	3,600	3,600	3,600
001-0000-3410.301	INDIRECT COST REIMBURSEMENTS	1,263,638	1,330,643	1,330,643	1,329,566
001-0000-3410.910	Lobbyist Registration Fees	2,250	2,500	2,500	500
001-0000-3420.100	Fingerprinting	0	2,500	2,500	700
001-0000-3420.600	EMS TRANSPORT FEES	326,074	521,400	521,400	683,000
001-0000-3420.910	Alarm Registration Fees	3,050	2,950	2,950	3,000
001-0000-3420.920	Alarm Civil Penalties	17,300	12,960	12,960	15,000
001-0000-3420.930	Alarm Late Charge Assessments	0	100	100	0
001-0000-3470.101	FEES FOR COPIES - LIBRARY	567	5,000	5,000	2,000
001-0000-3470.102	MISCELLANEOUS FEES - LIBRARY	304	100	100	200
001-0000-3470.500	Fitness Center Membership	8,339	13,000	13,000	8,500
001-0000-3490.100	Lien Search Fees	74,788	65,000	65,000	70,000
CHARGES FOR SERVICES		1,910,735	2,322,353	2,322,353	2,434,766

CITY OF WILTON MANORS
REVENUE ESTIMATES
2022-23 BUDGET

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 RECOMMENDED BUDGET
FINES & FORFEITS					
001-0000-3500.000	Fines & Forfeits	40,332	200,000	200,000	128,000
001-0000-3520.000	Library Fines	580	4,000	4,000	2,000
001-0000-3540.000	Code Enforcement Fines	124,245	147,600	147,600	221,000
001-0000-3540.001	FINES - CANNABIS	100	0	0	1,050
FINES & FORFEITS		165,257	351,600	351,600	352,050
OTHER & MISCELLANEOUS					
001-0000-3600.000	Miscellaneous Income	33,570	60,000	60,000	30,000
001-0000-3600.002	Vending Machines - City Hall	579	500	500	500
001-0000-3600.010	Attorney's Fees Revenue	161	0	0	0
001-0000-3600.020	Fees for Copies	1,412	2,500	2,500	2,000
001-0000-3610.100	Interest Earned	27,841	24,740	24,740	72,170
001-0000-3620.000	Facility Rentals	76,935	100,000	100,000	100,000
001-0000-3640.000	Sale of Fixed Assets	4,412	15,000	15,000	15,000
001-0000-3660.000	CONT/DONATIONS FR PRIVATE SOURCES	11,039	3,500	17,150	10,000
001-0000-3660.003	DONATIONS - LS SPONSORSHIPS	10,500	10,000	10,000	7,000
001-0000-3660.006	DONATIONS - WD BEAUTIFICATION PROJECT	2,366	0	0	0
001-0000-3690.904	P-CARD REBATE	26,883	35,000	35,000	52,200
001-0000-3690.906	RECOVERY OF BAD DEBTS	207	0	0	0
001-0000-3693.301	INSURANCE SETTLEMENTS	0	0	0	0
001-0000-3810.001	Transfers In	1,195,030	962,413	962,413	702,375
001-0000-3840.000	Debt Proceeds	0	0	1,713,735	0
001-0000-3890.901	Approp Fund Balance R/E	0	0	705,149	1,479,144
OTHER & MISCELLANEOUS		1,390,935	1,213,653	3,646,187	2,470,389
ESTIMATED REVENUES - FUND 001		**19,463,434**	**19,946,696**	**22,379,230**	**22,886,751**
Fund 150 - AMERICAN RESCUE PLAN ACT					
INTERGOVERNMENTAL					
150-000-3310.501	Coronavirus Local Fiscal Recovery	0	0	3,194,445	0
INTERGOVERNMENTAL		0	0	3,194,445	0
OTHER & MISCELLANEOUS					
150-0000-3610.100	Interest Earned	0	0	0	19,420
OTHER & MISCELLANEOUS		0	0	0	19,420
ESTIMATED REVENUES - FUND 150		**0**	**0**	**3,194,445**	**19,420**
Fund 155 - FIRE ASSESSMENT					
INTERGOVERNMENTAL					
155-0000-3120.510	INSURANCE PREMIUM TAX	95,461	86,000	86,000	86,000
155-0000-3350.210	FIREFIGHTER SUPPLEMENTAL COMPENSATION	1,885	1,920	1,920	1,980
INTERGOVERNMENTAL		97,346	87,920	87,920	87,980
PERMITS, FEES, & SPECIAL ASSESSMENTS					
155-0000-3630.112	Fire Special Assessments	2,662,447	2,730,311	2,730,311	2,789,584
PERMITS, FEES, & SPECIAL ASSESSMENTS		2,662,447	2,730,311	2,730,311	2,789,584
CHARGES FOR SERVICES					
155-0000-3400.020	Fire Protection Services	103,783	105,000	105,000	105,000
CHARGES FOR SERVICES		103,783	105,000	105,000	105,000
OTHER & MISCELLANEOUS					
155-0000-3610.100	Interest Earned	8,637	2,450	2,450	11,280
155-0000-3690.904	P-CARD REBATE	23,970	24,000	24,000	25,360
155-0000-3890.901	Appropriate Fund Balance	0	75,317	170,317	17,566
OTHER & MISCELLANEOUS		32,607	101,767	196,767	54,206
ESTIMATED REVENUES - FUND 155		**2,896,183**	**3,024,998**	**3,119,998**	**3,036,770**
Fund 156 - SURTAX FUND					
INTERGOVERNMENTAL					
156-0000-3120.621	1 Cent Local Option Sales Tax	0	0	986,448	0
INTERGOVERNMENTAL		0	0	986,448	0
OTHER & MISCELLANEOUS					
156-0000-3610.100	Interest Earned	0	0	0	2,760
OTHER & MISCELLANEOUS		0	0	0	2,760
ESTIMATED REVENUES - FUND 156		**0**	**0**	**986,448**	**2,760**

CITY OF WILTON MANORS
REVENUE ESTIMATES
2022-23 BUDGET

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 RECOMMENDED BUDGET
Fund 157 - GRANTS - MISC					
INTERGOVERNMENTAL					
157-0000-3310.202	Bulletproof Vest Grant	8,512	0	0	0
157-0000-3370.202	Metro Broward Drug Task Force	20,790	0	0	0
157-000-3370.730	Tree Trust Fund Grant	0	0	23,163	0
157-0000-3370.902	Broward EMLEG Grant	29,841	33,184	33,184	0
157-0000-3470.100	State Aid to Libraries	12,740	11,187	11,187	0
INTERGOVERNMENTAL		71,883	44,371	67,534	0
OTHER & MISCELLANEOUS					
157-0000-3610.100	Interest Earned	1	0	0	0
157-0000-3690.904	P-CARD REBATE	106	200	200	120
157-0000-3810.001	Transfers In	0	0	0	0
157-0000-3890.901	Appropriation of Fund Balance	0	0	0	0
OTHER & MISCELLANEOUS		107	200	200	120
ESTIMATED REVENUES - FUND 157		**71,990**	**44,571**	**67,734**	**120**
Fund 158 - FEDERAL POLICE FORFEITURE FUND					
FINES & FORFEITS					
158-0000-3510.201	Confiscated Property	13,630	0	0	0
FINES & FORFEITS		13,630	0	0	0
OTHER & MISCELLANEOUS					
158-0000-3610.100	Interest Earned	235	250	250	1,190
158-0000-3890.901	Appropriate Fund Balance	0	10,050	10,050	16,610
OTHER & MISCELLANEOUS		235	10,300	10,300	17,800
ESTIMATED REVENUES - FUND 158		**13,865**	**10,300**	**10,300**	**17,800**
Fund 161 - POLICE TRAINING/EDUCATION					
FINES & FORFEITS					
161-0000-3510.300	$2 Education Assessment	1,955	6,500	6,500	0
FINES & FORFEITS		1,955	6,500	6,500	0
OTHER & MISCELLANEOUS					
161-0000-3610.100	Interest Earned	2	0	0	10
161-0000-3690.904	P-CARD REBATE	82	90	90	10
161-0000-3890.901	Appropriate Fund Balance	0	0	0	980
OTHER & MISCELLANEOUS		84	90	90	1,000
ESTIMATED REVENUES - FUND 161		**2,039**	**6,590**	**6,590**	**1,000**
Fund 163 - ROAD IMPROVEMENT					
INTERGOVERNMENTAL					
163-0000-3120.410	1st Loc Opt Fuel Tax 1-6 cents	121,822	130,000	130,000	130,000
163-0000-3120.420	2nd Loc Opt Fuel Tax 1-5 cents	85,413	90,000	90,000	90,000
163-0000-3310.496	NE 26TH STREET MPO/FDOT GRANT	162,984	0	0	0
INTERGOVERNMENTAL		370,219	220,000	220,000	220,000
CHARGES FOR SERVICES					
163-0000-3440.910	Other Transportation Revenue	35,038	37,749	37,749	41,164
CHARGES FOR SERVICES		35,038	37,749	37,749	41,164
OTHER & MISCELLANEOUS					
163-0000-3610.100	Interest Earned	10	0	0	730
163-0000-3690.904	P-CARD REBATE	529	600	600	680
163-0000-3890.901	Appropriate Fund Balance	0	106,500	334,859	0
OTHER & MISCELLANEOUS		539	107,100	335,459	1,410
ESTIMATED REVENUES - FUND 163		**405,796**	**364,849**	**593,208**	**262,574**
Fund 165 - STATE POLICE FORFEITURE FUND					
FINES & FORFEITS					
165-0000-3510.201	Confiscated Property	13,051	0	0	0
FINES & FORFEITS		13,051	0	0	0
OTHER & MISCELLANEOUS					
165-0000-3610.100	Interest Earned	345	380	380	1,460
165-0000-3690.904	P-CARD REBATE	0	0	0	9
165-0000-3890.901	Appropriate Fund Balance	0	105,887	105,887	15,031
OTHER & MISCELLANEOUS		345	106,267	106,267	16,500
ESTIMATED REVENUES - FUND 165		**13,396**	**106,267**	**106,267**	**16,500**

CITY OF WILTON MANORS
REVENUE ESTIMATES
2022-23 BUDGET

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 RECOMMENDED BUDGET
Fund 601 - JENADA SPECIAL ASSESSMENT					
OTHER & MISCELLANEOUS					
601-0000-3610.100	Interest Earned	31	25	25	120
601-0000-3630.113	Jenada Isles Assessments	7,708	8,000	8,000	8,000
601-0000-3690.904	P-CARD REBATE	12	20	20	30
601-0000-3890.901	Appropriate Fund Balance	0	0	0	0
OTHER & MISCELLANEOUS		7,751	8,045	8,045	8,150
ESTIMATED REVENUES - FUND 601		**7,751**	**8,045**	**8,045**	**8,150**
Fund 602 - WILTON DRIVE IMPROVEMENT DISTRICT					
PERMITS, FEES, & SPECIAL ASSESSMENTS					
602-0000-3290.012	SPECIAL ASSESSMENT - BID	95,878	96,000	96,000	96,000
PERMITS, FEES, & SPECIAL ASSESSMENTS		95,878	96,000	96,000	96,000
OTHER & MISCELLANEOUS					
602-0000-3610.100	Interest Earned	783	290	290	1,330
602-0000-3690.904	P-CARD REBATE	196	200	200	200
602-0000-3890.901	Appropriate Fund Balance	0	0	63,500	21,110
OTHER & MISCELLANEOUS		979	490	63,990	22,640
ESTIMATED REVENUES - FUND 602		**96,857**	**96,490**	**159,990**	**118,640**
Fund 300 - CAPITAL IMPROVEMENT FUND					
OTHER & MISCELLANEOUS					
300-0000-3610.100	Interest Earned	1,570	1,490	1,490	8,260
300-0000-3690.904	P-CARD REBATE	1,406	1,500	1,500	750
300-0000-3810.003	TRANSFERS IN - CONT TO CAP IMP FUND	527,030	414,702	414,702	1,677,836
300-0000-3890.901	Appropriate Fund Balance	0	385,819	1,167,264	464,995
OTHER & MISCELLANEOUS		530,006	803,511	1,584,956	2,151,841
ESTIMATED REVENUES - FUND 300		**530,006**	**803,511**	**1,584,956**	**2,151,841**
Fund 401 - WATER UTILITY FUND					
PERMITS, FEES, & SPECIAL ASSESSMENTS					
401-0000-3290.011	BACK-FLOW INSPECTION FEE	6,696	6,500	6,500	6,500
401-0000-3630.235	SEWER CONNECTION CHARGE	20,284	0	0	0
PERMITS, FEES, & SPECIAL ASSESSMENTS		26,980	6,500	6,500	6,500
CHARGES FOR SERVICES					
401-0000-3400.038	Water Sales	4,461,014	4,624,000	4,624,000	5,144,800
401-0000-3400.039	Water Meters Installed	4,785	5,000	5,000	5,000
401-0000-3400.040	Fire Line Fees	7,950	9,000	9,000	9,000
401-0000-3400.042	Sewer Charges	4,202,733	4,387,000	0	0
CHARGES FOR SERVICES		8,676,482	9,025,000	4,638,000	5,158,800
OTHER & MISCELLANEOUS					
401-0000-3600.000	Miscellaneous Income	(2,565)	0	0	0
401-0000-3600.010	ATTORNEY'S FEES REVENUE	2,535	2,000	2,000	2,000
401-0000-3600.030	Dishonored Check Fees	1,488	2,000	2,000	2,000
401-0000-3610.100	Interest Earned	12,683	11,340	11,340	42,140
401-0000-3620.010	Rental & Leases	15,140	22,039	22,039	39,300
401-0000-3690.904	P-CARD REBATE	40,347	41,000	41,000	25,170
401-0000-3690.906	RECOVERY OF BAD DEBTS	3,989	0	0	0
401-0000-3890.901	Approp Fund Bal R/E	0	486,501	19,388	1,876,674
OTHER & MISCELLANEOUS		73,617	564,880	97,767	1,987,284
ESTIMATED REVENUES - FUND 401		**8,777,079**	**9,596,380**	**4,742,267**	**7,152,584**
Fund 402 - SEWER UTILITY FUND					
PERMITS, FEES, & SPECIAL ASSESSMENTS					
402-0000-3630.235	SEWER CONNECTION CHARGE	0	0	0	0
PERMITS, FEES, & SPECIAL ASSESSMENTS		0	0	0	0
CHARGES FOR SERVICES					
402-0000-3400.042	Sewer Charges	0	0	4,387,000	4,551,048
CHARGES FOR SERVICES		0	0	4,387,000	4,551,048
OTHER & MISCELLANEOUS					
402-0000-3610.100	Interest Earned	0	0	0	14,050
402-0000-3690.904	P-CARD REBATE	0	0	0	25,170
402-0000-3840.000	Debt Proceeds	0	0	386,212	0
402-0000-3890.901	Approp Fund Bal R/E	0	0	2,191,634	2,967,597
OTHER & MISCELLANEOUS		0	0	2,577,846	3,006,817
ESTIMATED REVENUES - FUND 402		**0**	**0**	**6,964,846**	**7,557,865**

CITY OF WILTON MANORS
REVENUE ESTIMATES
2022-23 BUDGET

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 RECOMMENDED BUDGET
Fund 450 - DRAINAGE UTILITY FUND					
INTERGOVERNMENTAL					
Revenue					
450-0000-3310.391	CDBG 45TH YR	74,572	0	0	0
450-0000-3310.392	CDBG 46TH YR	45,192	0	0	0
TOTAL REVENUE		119,764	0	0	0
CHARGES FOR SERVICES					
450-0000-3430.330	Drainage Utility Fee	552,867	577,900	577,900	609,000
CHARGES FOR SERVICES		552,867	577,900	577,900	609,000
OTHER & MISCELLANEOUS					
450-0000-3610.100	Interest Earned	2,280	2,430	2,430	10,200
450-0000-3640.000	Sale of Fixed Assets	12,988	0	0	0
450-0000-3690.904	P-CARD REBATE	254	300	300	540
450-0000-3690.906	RECOVERY OF BAD DEBTS	87	0	0	0
450-0000-3890.901	Approp Fund Bal R/E	0	638,958	1,457,449	272,983
OTHER & MISCELLANEOUS		15,609	641,688	1,460,179	283,723
ESTIMATED REVENUES - FUND 450		**688,240**	**1,219,588**	**2,038,079**	**892,723**
Fund 151 - RECYCLING					
PERMITS, FEES, & SPECIAL ASSESSMENTS					
151-0000-3670.003	SOLID WASTE COLL LICENSE FEE	0	0	0	0
PERMITS, FEES, & SPECIAL ASSESSMENTS		0	0	0	0
CHARGES FOR SERVICES					
151-0000-3430.401	SPECIAL BULK PICK UP	11,985	10,000	10,000	12,000
151-0000-3430.402	SOLID WASTE COLLECTION CHARGES	1,967,394	2,026,500	2,026,500	2,079,300
151-0000-3430.403	RECYCLING CHARGES	285,607	291,500	291,500	302,000
151-0000-3430.404	HOUSEHOLD HAZARDOUS WASTE	96,041	98,000	98,000	100,800
151-0000-3430.405	SOLID WASTE CHARGES - RESIDENTIAL	1,149,792	1,172,900	1,172,900	1,205,300
151-0000-3490.101	ADMIN COST REIMBURSEMENT FEE	95,000	95,000	95,000	95,000
CHARGES FOR SERVICES		3,605,819	3,693,900	3,693,900	3,794,400
OTHER & MISCELLANEOUS					
151-0000-3610.100	Interest Earned	359	450	450	3,120
151-0000-3620.020	Recycling Royalties	1,714	0	0	18,000
151-0000-3660.000	CONT/DONATIONS FR PRIVATE SOURCES	20,000	20,000	20,000	20,000
151-0000-3690.904	P-CARD REBATE	7,044	8,000	8,000	6,360
151-0000-3690.906	RECOVERY OF BAD DEBTS	879	0	0	0
151-0000-3890.901	Approp Fund Balance R/E	0	0	9,813	3,614
OTHER & MISCELLANEOUS		29,996	28,450	38,263	51,094
ESTIMATED REVENUES - FUND 151		**3,635,815**	**3,722,350**	**3,732,163**	**3,845,494**
Fund 406 - PARKING FUND					
PERMITS, FEES, & SPECIAL ASSESSMENTS					
406-0000-3290.004	Payment in Lieu of Parking	0	0	0	0
TOTAL REVENUE		0	0	0	0
CHARGES FOR SERVICES					
406-0000-3440.500	Parking Meter Revenue	83,306	180,000	180,000	200,000
406-0000-3440.501	Parking Permit Revenue	818	1,600	1,600	1,600
406-0000-3440.505	HAGEN PAYSTATION REVENUES	39,644	115,000	115,000	125,000
406-0000-3440.510	RICHARDSON PAYSTATION REVENUES	5,293	21,000	21,000	21,000
406-0000-3440.511	NE 8TH TERRACE LOT REVENUES	11,345	31,000	31,000	31,000
406-0000-3440.512	SPECIAL EVENT - STONEWALL	(9,624)	3,500	3,500	0
406-0000-3440.513	SPECIAL EVENT - HALLOWEEN	0	3,500	3,500	7,500
406-0000-3440.516	NE 11 AVE/ROSIE'S METER REVENUE	5,983	0	0	4,500
406-0000-3440.520	PARKMOBILE REVENUE - METERS	285,256	210,000	210,000	240,000
406-0000-3440.521	PARKMOBILE REVENUE HAGEN	140,973	110,000	110,000	120,000
406-0000-3440.522	PARKMOBILE REVENUE - RICHARDSON	15,761	23,000	23,000	25,000
406-0000-3440.523	PARKMOBILE REVENUE - NE 8TH TERRACE	30,064	31,000	31,000	35,000
406-0000-3440.525	PARKMOBILE REVENUE - NE 23RD DRIVE	25,736	25,000	25,000	30,000
406-0000-3440.526	PARKMOBILE REVENUE-SUSHI ROCK	10,466	6,000	6,000	7,000
406-0000-3440.528	NE 11 AE/ROSIE'S PARKMOBILE REVENUE	15,041	0	0	15,000
CHARGES FOR SERVICES		660,062	760,600	760,600	862,600
FINES & FORFEITS					
406-0000-3510.510	Citations - Parking Mgt. Co.	167,706	200,000	200,000	224,500
406-0000-3510.530	PARKING CITATIONS - COUNTY CLERK	609	3,000	3,000	1,500
FINES & FORFEITS		168,315	203,000	203,000	226,000

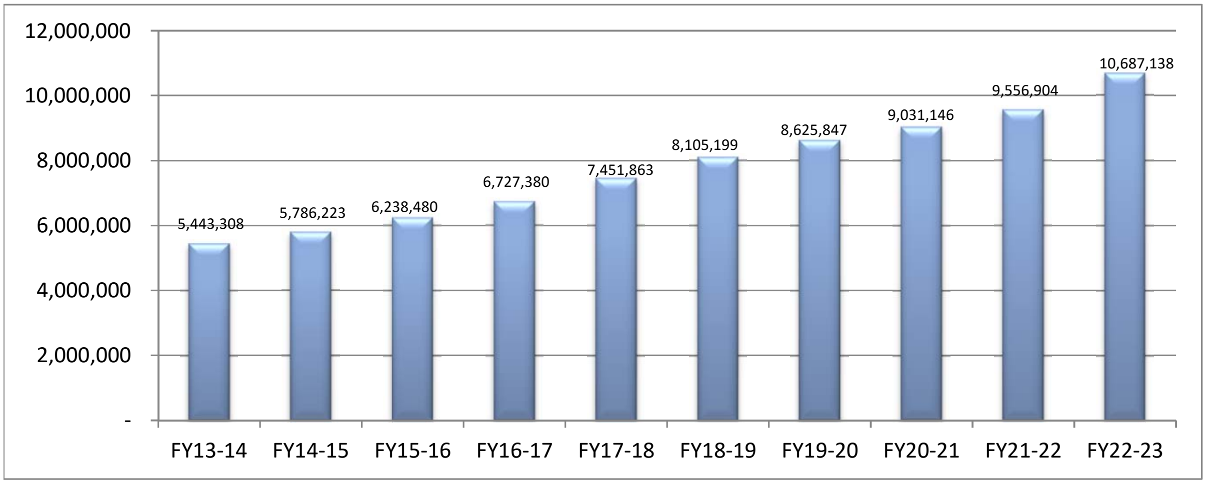
CITY OF WILTON MANORS
REVENUE ESTIMATES
2022-23 BUDGET

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2022-23 RECOMMENDED BUDGET
OTHER & MISCELLANEOUS					
406-0000-3610.100	Interest Earned	1,986	2,000	2,000	11,780
406-0000-3690.904	P-CARD REBATE	3,936	5,000	5,000	4,300
406-0000-3840.000	Debt Proceeds	0	0	568,053	0
406-0000-3890.901	Appropriate Fund Balance R/E	0	0	25,361	0
OTHER & MISCELLANEOUS		5,922	7,000	600,414	16,080
ESTIMATED REVENUES - FUND 406		**834,299**	**970,600**	**1,564,014**	**1,104,680**
ESTIMATED REVENUES - ALL FUNDS		**37,436,750**	**39,921,235**	**51,258,580**	**49,075,672**

MAJOR REVENUE SOURCES

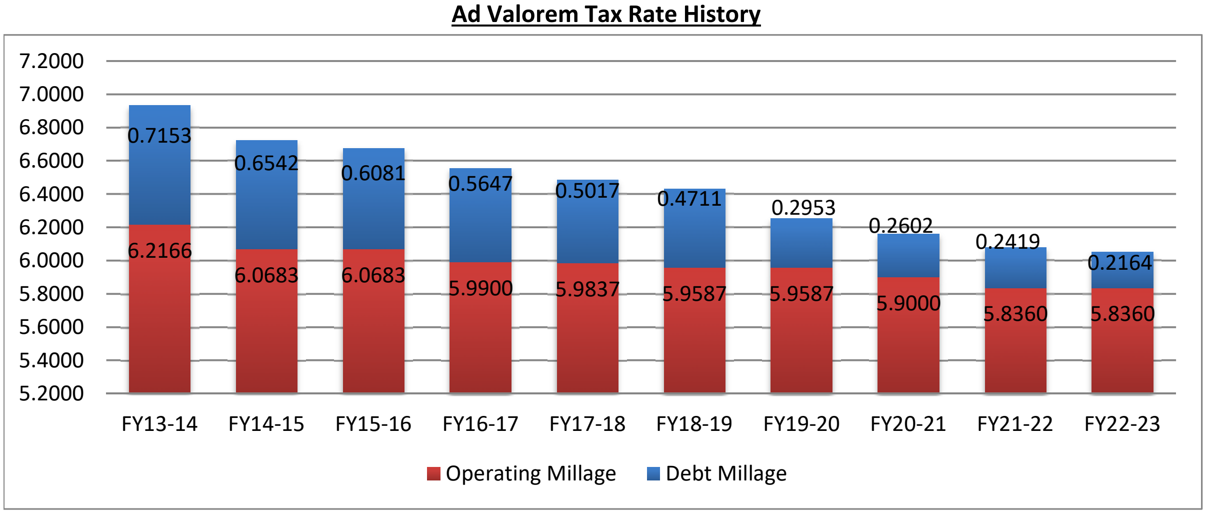
Governmental Funds

Property Tax - Operating Current

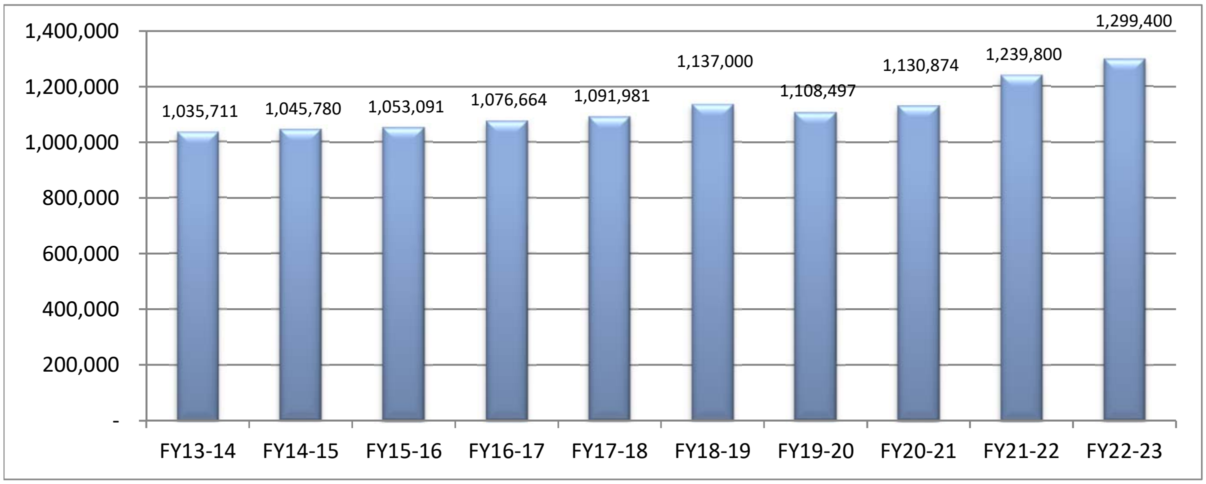


The major revenue source funding of the City of Wilton Manor's general operations continues to be property taxes. Property taxes are authorized by Chapter 166, Florida Statutes. The Florida Constitution limits local governments to a maximum of 10 mills of Ad Valorem taxation. The City's Taxable Value at June 1, 2022 is $1,861,953,054, a total overall increase of 11.03% over last year. The recommended millage rate for operating purposes is 5.8360, the same as last year. The increase in property values brings in additional revenue of $983,463.

Ad Valorem Tax Rate History

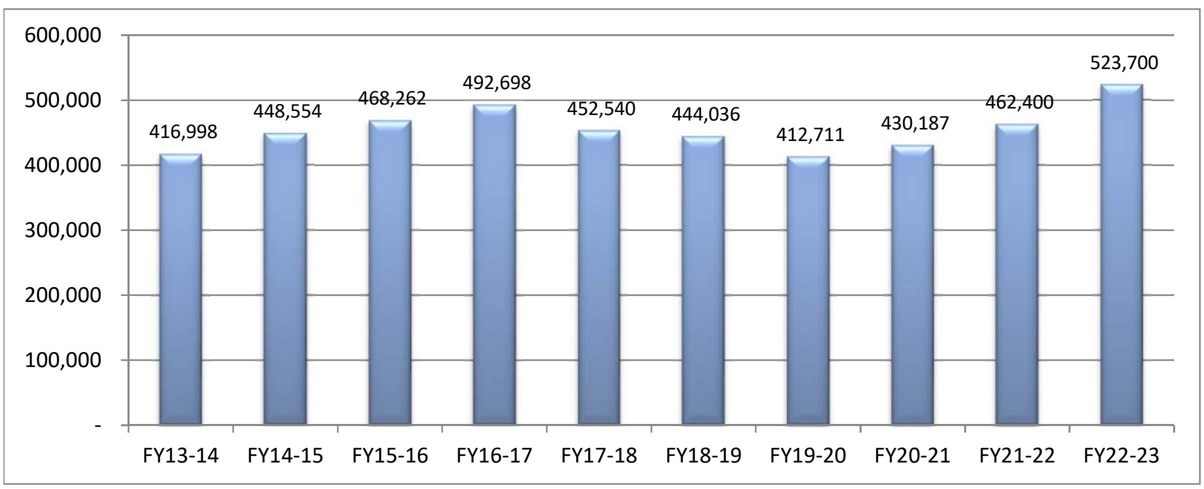


10% Utility Tax - Electric



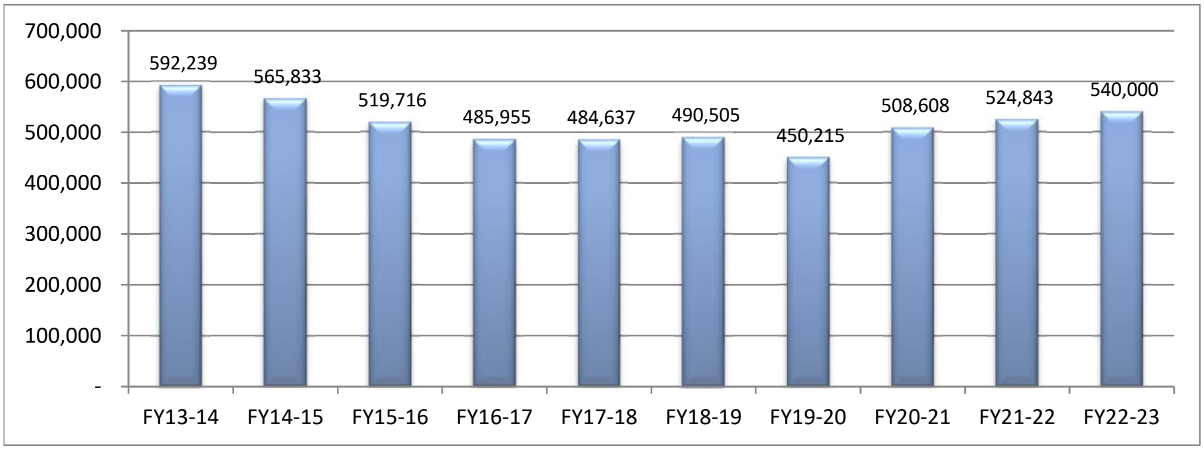
Section 166.231(1)(A), Florida Statutes, authorizes a city to collect Public Service or Utility Taxes. The City levies a 10% utility tax on electricity provided by FPL to the residents of the city.

10% Utility Tax - Water



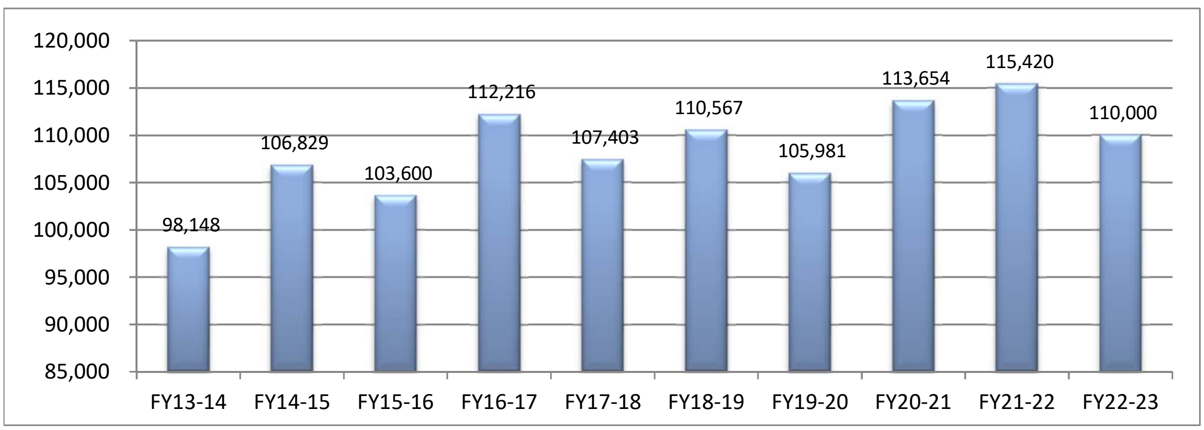
The City levies the 10% utility tax on water services. The revenue estimate is 10% of projected water revenue of the Utility Fund.

Communication Service Tax



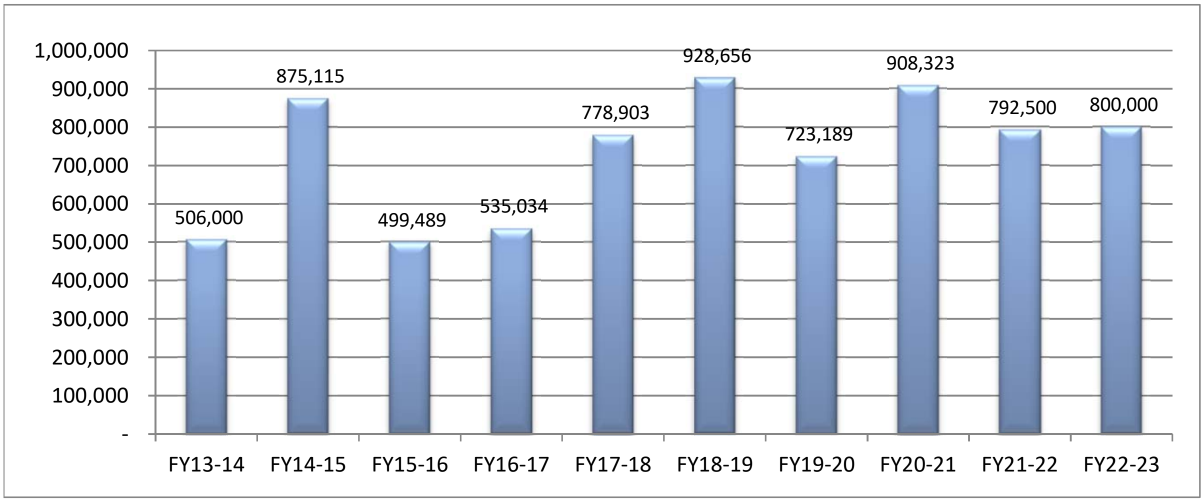
Communications Service Tax (CST) applies to telecommunications, video, direct-to-home satellite, and related services. The tax is imposed on retail sales of communications services which originate and terminate in the state and are billed to an address within the state. The CST revenue is collected and distributed by the State of Florida.

Local Business Tax



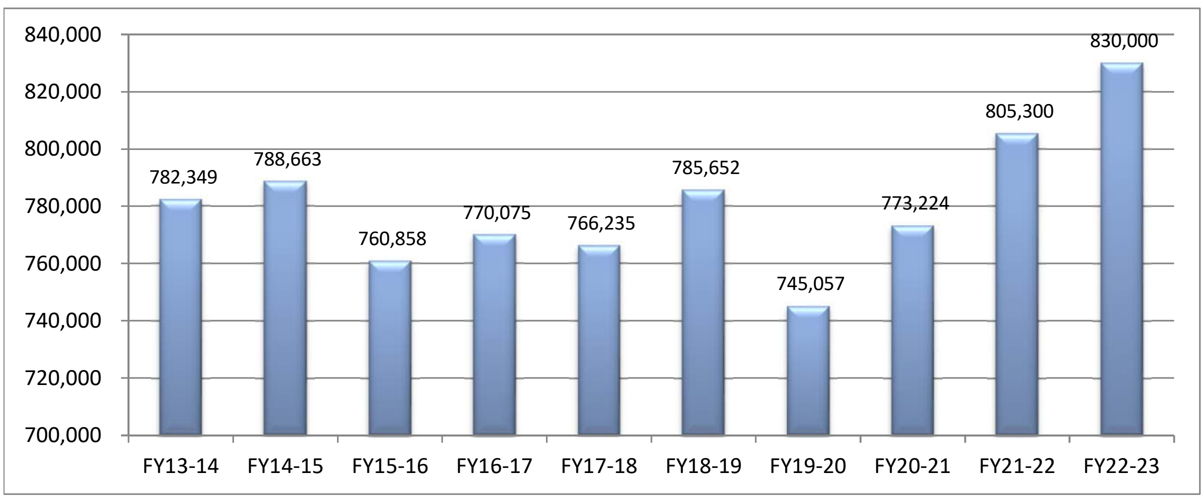
Pursuant to Chapter 205, Florida Statutes, the City has adopted an ordinance imposing a business tax for the privilige of engaging in or managing any business, profession, or occupation within the City. Business tax receipt fees vary based on the type of business.

Building Permits



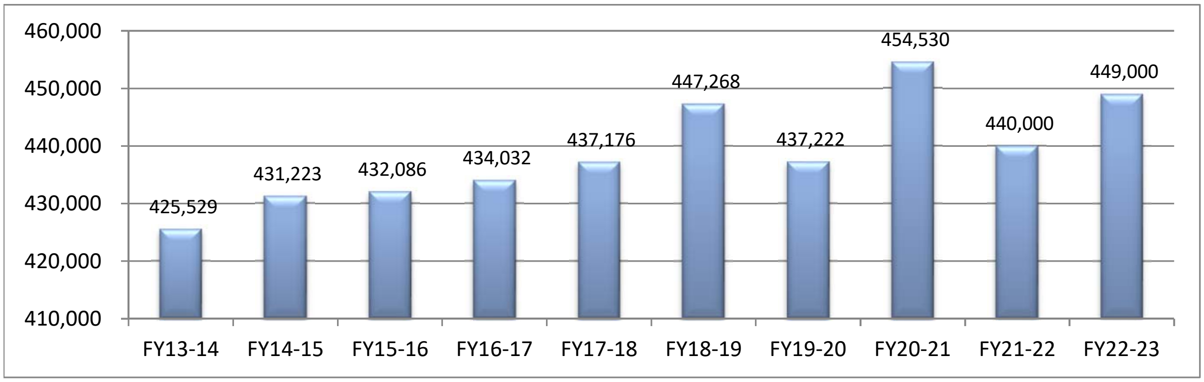
Permits must be obtained by individuals or businesses that perform contruction work within City limits. These permits are issued for construction such as plumbing, electrical, structural, mechanical, etc. The fees are set by Ordinance or Resolution. A significant increase in revenue occured in 2015 as a result of the construction of a 179-unit rental community during that year.

Franchise Fee - Electric



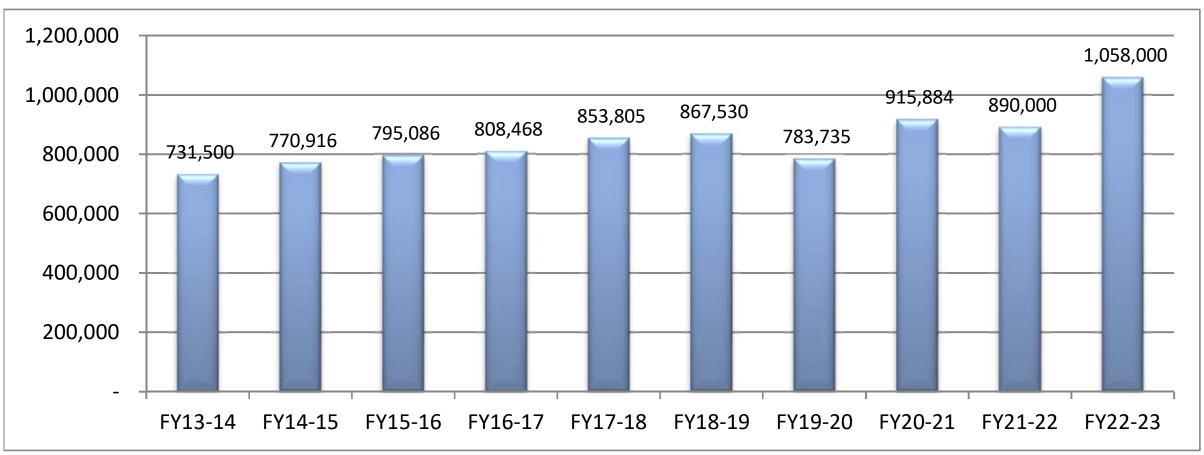
A city may charge electric companies for the use of its right-of-way per Florida Statute 166.021 and 337.401. The City enacted Ordinance 927 granting Florida Power and Light Company an electric franchise in exchange for a 5.9% fee.

State Revenue Sharing



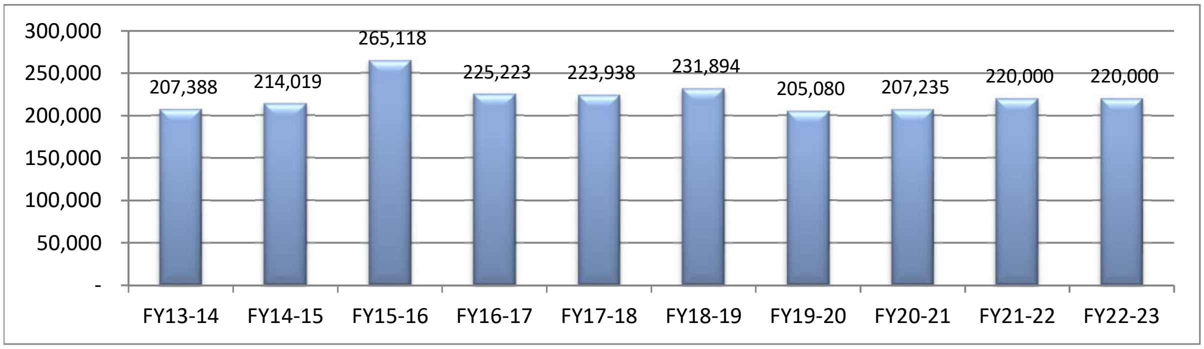
The Florida Revenue Sharing Act of 1972 was a major attempt by the Legislature to ensure a minimum level of revenue parity across units of local government. Provisions in the enacting legislation created the Revenue Sharing Trust Fund for Municipalities, which currently receives 1.3653 percent of sales and use tax collections and the net collections from the one-cent municipal fuel tax. B166 Effective January 1, 2014, the trust fund no longer receives 12.5 percent of the state alternative fuel user decal fee collections due to the repeal of the annual decal fee program for motor vehicles powered by alternative fuels. However, beginning January 1, 2019, 25 percent of the 4 cents of excise tax levied upon each motor fuel equivalent gallon of natural gas fuel, pursuant to s. 206.9955(2)(a), F.S. shall be transferred to the trust fund. (Source: Local Government Financial Information Handbook, Office of Economic and Demographic Research)

Half Cent Sales Tax



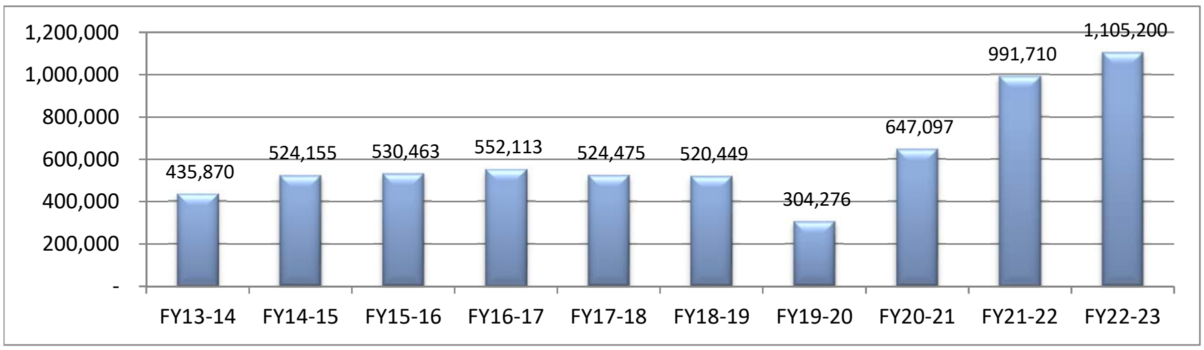
Authorized in 1982, the Local Government Half-Cent Sales Tax Program generates the largest amount of revenue for local governments among the state-shared revenue sources currently authorized by the Legislature. It distributes a portion of state sales tax revenue via three separate distributions to eligible county or municipal governments. Additionally, the program distributes a portion of communications services tax revenue to eligible local governments. Allocation formulas serve as the basis for these separate distributions. The program's primary pupose is to provide relief from ad valorem and utility taxes in addition to providing counties and municipalites with revenue for local programs. (Source: Local Government Financial Information Handbook, Office of Economic and Demographic Research)

Local Option Fuel Taxes



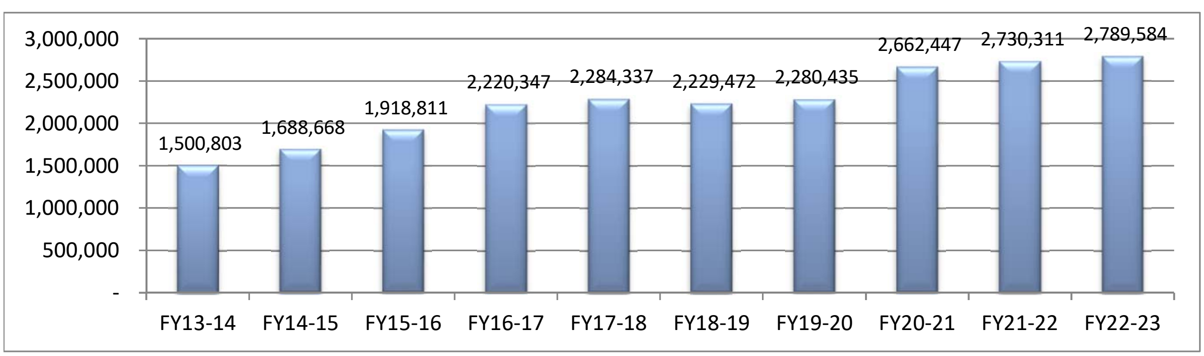
A county's proceeds from the 1 to 6 cents and 1 to 5 cents fuel taxes are distributed by the State according to the distribution factors determined at the local level by inter-local agreement between county and municipalitie within the county's boundaries. These funds must be used for transportation related expenditures and transportation expenditures need to meet the requirements of the capital improvements elements of an adopted comprehensive plan.

Charges for Services - General Fund



Significant portion of the City's charges for services are fees from child and youth care programs offered by the Leisure Services department. These programs include before and after school care, summer programs, special camps and school day out camps. The significant decrease in FY20 was due mainly due to the impact of the Covid-19 pandemic. Approximately $521,000 of the budget in FY22 is EMS Fees payments from the City of Fort Lauderdale (FLL). The city contracts with FLL for FLL to provide Fire and EMS services. Under the current contract, EMS fees collected by FLL are paid to the City on a quarterly basis. Prior to FY22, FLL billed the City for services under the contract, net of the EMS fees collected.

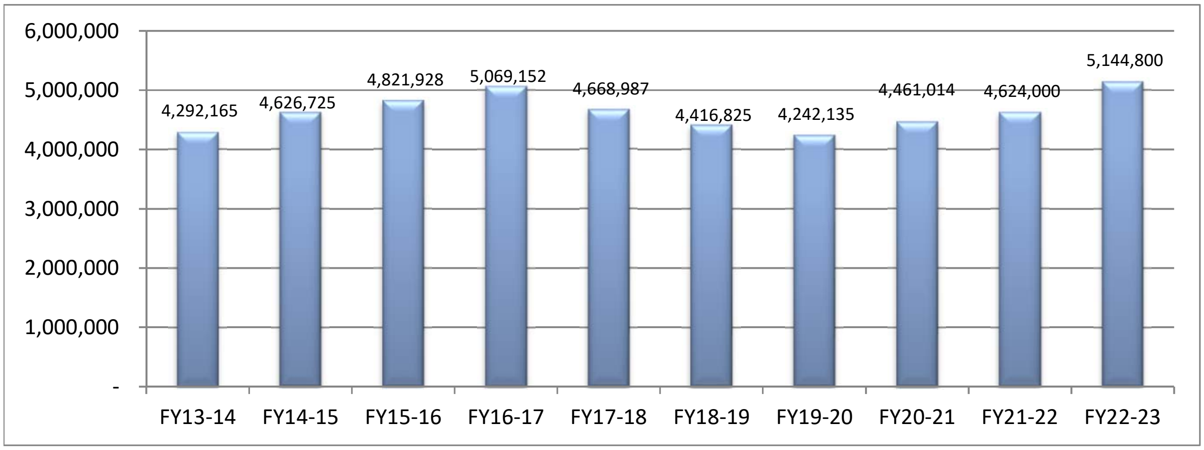
Fire Assessment Fees



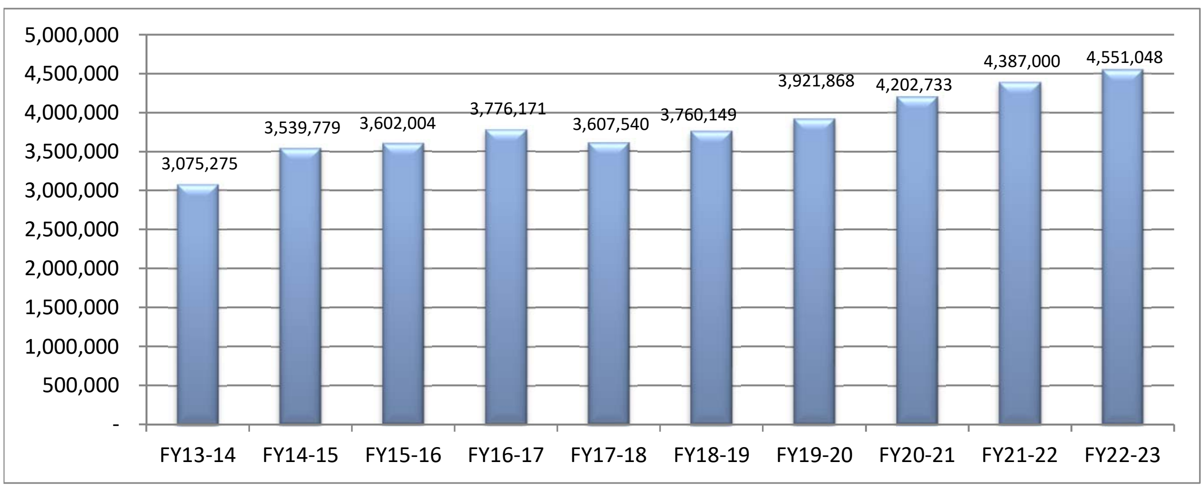
The City has contracted with the City of Fort lauderdale (CFL) to provide Fire and Emergency Medical Services (EMS). The principal source of revenue for the Fire Assessment Fund is the City's Fire Assessment Fee. These fees are calculated based on expenditures for the fire portion only of the CFL contract and on the City's other fire-related expenditures. The proposed fire assessment fee for single family homeowners for FY22 is $279.98.

Enterprise Funds

Charges for Services - Water

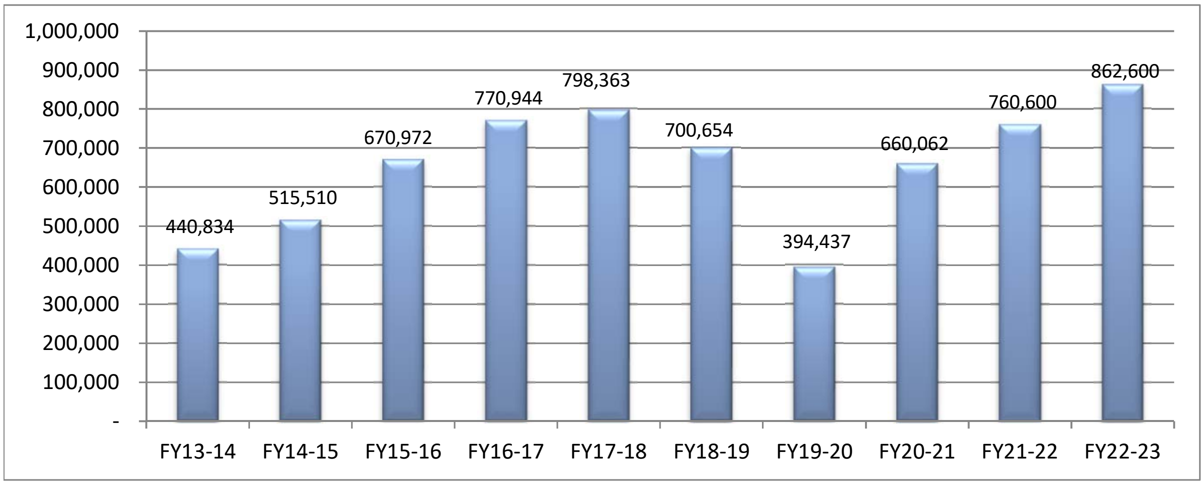


Charges for Services - Sewer



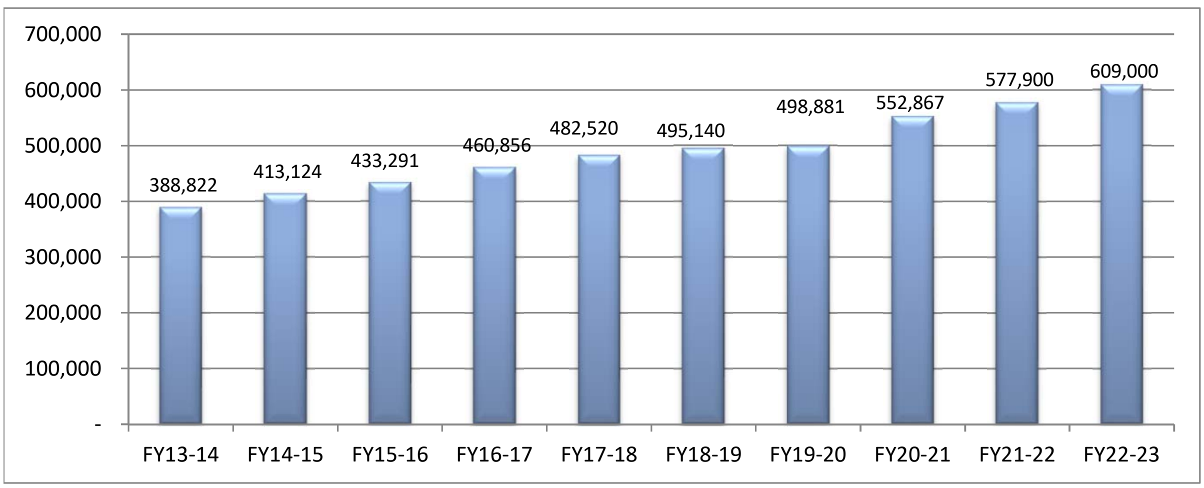
Users of water and sewer services are charged an appropriate amount to pay the cost providing and maintaining the City's water and sewer distribution systems. Costs are reviewed annually and fees are adjusted as needed. The City has no water or sewer treatment facilities of its own. Water is supplied and sewage is treated by the City of Fort Lauderdale (CFL) through contractual agreements. The fee that Wilton Manors pays to the City of Fort Lauderdale is a major item to be considered when determining the City's water and sewer rate structure.

Charges for Services - Parking



The City maintains on-street parking spaces and several public parking lots for access to various city locations in the Arts & Entertainment District along Wilton Drive. The City's metered parking program began in 2007 and was greatly expanded in 2010. Since 2010 the City has expanded parking space inventory from 390 to 494 spaces by adding two new parking lots and additional parking spaces in appropriate locations. The significant decrease in FY20 was mainly due to the impact of Covid-19 pandemic.

Charges for Services - Stormwater (Drainage) Fee



The stormwater fee is collected to maintain the City's stormwater collection system and to support the requirements of a federally mandated National Pollutant Discharge Elimination System Permit. The drainage fee is charged to residential and commercial dwellings. The revenue from stormwater fee is estimated based on a 5% rate increase.

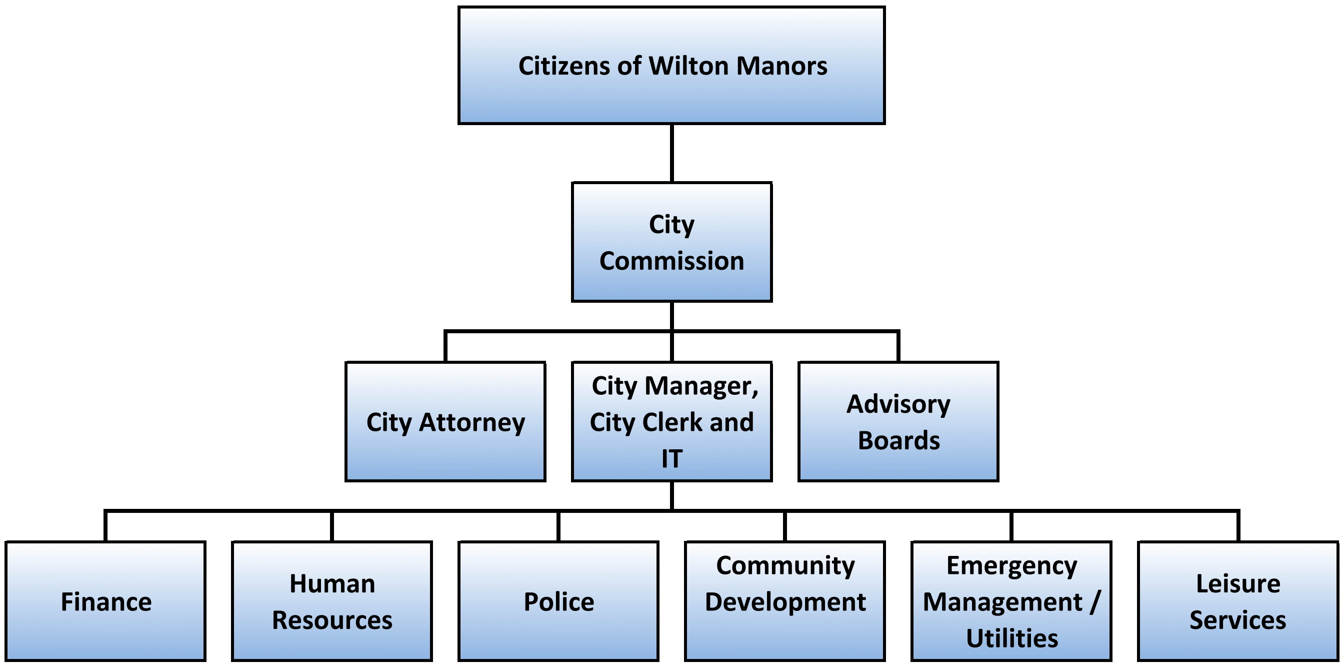
MAYOR AND CITY COMMISSION

The City Commission of the City of Wilton Manors is composed of a Mayor and four Commissioners. The Mayor is elected for a two-year term and Commissioners are elected for four-year staggered terms. The City Commission is responsible to the citizens of Wilton Manors for the establishment of policy and the overview of the operation of the City, which is performed by the City Manager and the various operating departments.

The City Commission holds regular meetings on the second and fourth Tuesdays of each month, at which time City policy is established through the passage of ordinances and resolutions. Additional Commission meetings and special meetings and workshops are held periodically as required.

The duties of the City Commission include: attendance at regular and special Commission meetings and workshop meetings; public hearings; passage of ordinances and resolutions; acting on items required by City Charter such as acceptance of proposals, grants, agreements, proclamations, awards, etc.; and interacting with citizens on a daily basis both formally and informally. The Commission also has the primary responsibility for the establishment of the annual City budget and the provision of revenues sufficient for the effective operation of City government.

City of Wilton Manors



DEPARTMENTAL BUDGET SUMMARY
MAYOR AND CITY COMMISSION

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 51,405	$ 53,400	$ 53,423
Personnel Benefits	$ 91,494	109,650	106,263
Operating Expenditures	$ 15,544	33,955	41,632
Capital	$ -	-	-
Debt Service	$ -	-	-
Depreciation	$ -	-	-
Interfund Transfers	$ -	-	-
TOTAL DEPARTMENT COST	$ 158,443	$ 197,005	$ 201,318

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Mayor	1.00	0.50	1.00	0.50
Vice Mayor	1.00	0.50	1.00	0.50
Commissioner	3.00	1.50	3.00	1.50
Total Part Time	5.00	2.50	5.00	2.50
MAYOR AND COMMISSION TOTALS	5.00	2.50	5.00	2.50

NOTE: The Mayor and City Commission are salaried positions. An assumption of 1,040 annual hours (20 hours per week) was made to calculate the number of full time equivalents.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5111 - MAYOR/COMMISSION							
1	PERSONNEL WAGES							1
2	001-5111-5111.000	Executive Salaries	48,375	50,250	50,250	33,500	**50,273**	2
3	001-5111-5151.000	Cellular Phone Stipend	2,280	2,400	2,400	1,600	**2,400**	3
4	001-5111-5157.000	Tax Equity Stipends	750	750	750	500	**750**	4
5	PERSONNEL WAGES		51,405	53,400	53,400	35,600	**53,423**	5
6								6
7	PERSONNEL BENEFITS							7
8	001-5111-5211.000	FICA	2,969	3,844	3,844	2,100	**3,845**	8
9	001-5111-5222.000	Pension - FRS	24,072	25,839	25,839	17,226	**28,654**	9
10	001-5111-5231.000	Life & Health Insurance	64,053	79,967	79,967	50,676	**73,764**	10
11	001-5111-5232.000	Insurance Opt-Out	400	0	0	0	**0**	11
12	PERSONNEL BENEFITS		91,494	109,650	109,650	70,002	**106,263**	12
13								13
14	OPERATING EXPENDITURES							14
15	001-5111-5401.000	Meetings & Conferences	368	9,000	9,000	1,315	**16,700**	15
16	001-5111-5411.000	Telephone	413	425	425	291	**472**	16
17	001-5111-5412.000	Postage	120	330	330	198	**260**	17
18	001-5111-5481.000	Promotional Activities	6,060	14,700	14,700	2,530	**14,700**	18
19	001-5111-5511.000	Office Supplies	192	400	400	0	**400**	19
20	001-5111-5521.000	Operating Supplies	806	400	400	0	**400**	20
21	001-5111-5541.000	Subs, Memberships, Dues	7,585	8,700	8,700	6,161	**8,700**	21
22	OPERATING EXPENDITURES		15,544	33,955	33,955	10,495	**41,632**	22
23								23
24	**Totals for dept 5111 - MAYOR/COMMISSION**		**158,443**	**197,005**	**197,005**	**116,097**	**201,318**	24

CITY MANAGER

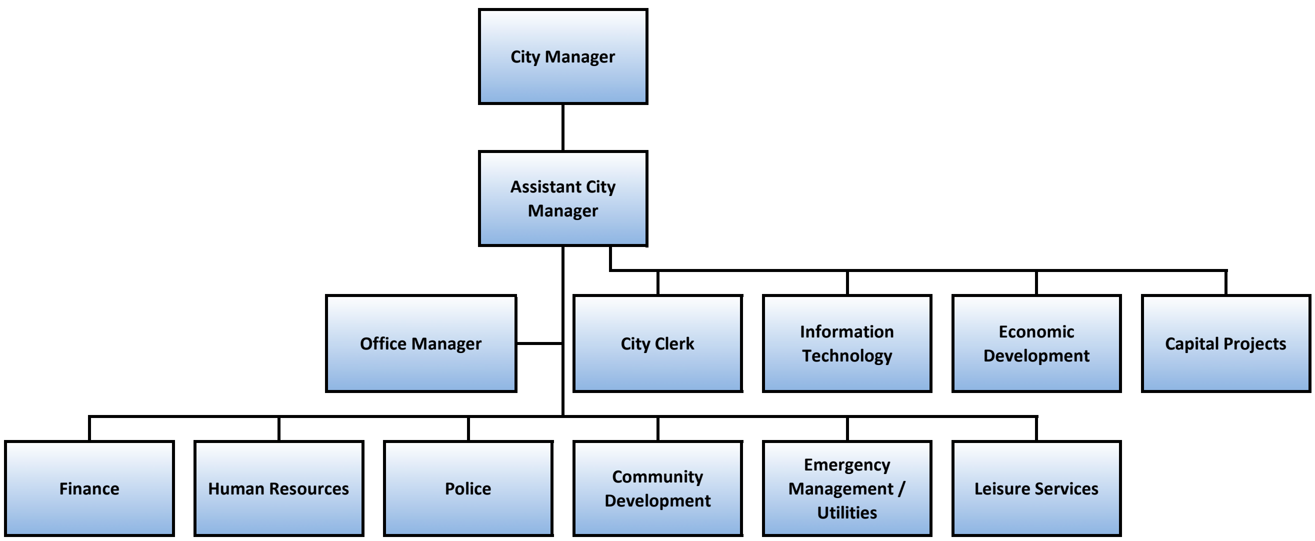
The City Manager is responsible for the supervision and efficient operation of all City departments, in accordance with the policies established by the City Commission. Serving at the pleasure of the City Commission, the City Manager is the chief administrative official of the City and directs the operation of all municipal functions. The City Manager ensures the implementation of the policy directives of the City Commission and proper management of city operations. The City Manager provides oversight of all city departments and guides and assists all departments in achieving their annual Goals and Objectives. Working closely with the City's department directors, the City Manager coordinates the provision of services to the residents of the City. As the chief administrative officer of the City, the City Manager is responsible to the City Commission for the preparation and monitoring of the City's annual budget. Additionally, the City Manager is responsible for all personnel and purchasing functions.

Department's Core Operational Mission and Key Roles and Functions

The City Manager ensures the implementation of the policy directives of the City Commission and proper management of city operations. The City Manager provides oversight of all city departments and guides and assists all departments in achieving their annual Goals and Objectives. The City Manager's Office includes the Information Technology Department and the Clerk's Office.

In addition to the operational mission noted above, the primary overarching goals that drive our work are providing leadership in maintaining the City's small town sensibility while driving the redevelopment and revitalization of the City's commercial corridors, ensuring public safety, maintaining fiscal integrity, improving the resiliency of the City's infrastructure, and reducing our carbon footprint.

City Manager



DEPARTMENTAL BUDGET SUMMARY
CITY MANAGER

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 479,722	$ 597,507	$ 642,614
Personnel Benefits	259,098	321,096	335,469
Operating Expenditures	177,142	823,283	713,557
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 915,962	$ 1,741,886	$ 1,691,640

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
City Manager Department:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Economic Development Manager	1.00	1.00	1.00	1.00
Capital Projects Administrator	1.00	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00	1.00
Total Full Time	5.00	5.00	5.00	5.00
CITY MANAGER TOTALS	5.00	5.00	5.00	5.00

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5112 - CITY MANAGER							
1	PERSONNEL WAGES							1
2	001-5112-5121.000	Salaries - Full Time	469,665	585,507	585,507	364,221	**630,364**	2
3	001-5112-5141.000	Overtime	1,012	3,000	3,000	1,320	**3,000**	3
4	001-5112-5151.000	Cellular Phone Stipend	2,545	3,000	3,000	1,750	**3,000**	4
5	001-5112-5154.000	Duty Pay	0	0	0	0	**250**	5
6	001-5112-5155.000	Vehicle Allowance	6,500	6,000	6,000	3,500	**6,000**	6
7	PERSONNEL WAGES		479,722	597,507	597,507	370,791	**642,614**	7
8								8
9	PERSONNEL BENEFITS							9
10	001-5112-5211.000	FICA	32,172	39,606	39,606	25,065	**41,358**	10
11	001-5112-5221.000	Pension - WM	61,981	74,033	74,033	74,033	**70,662**	11
12	001-5112-5222.000	Pension - FRS	104,032	128,539	128,539	80,119	**150,994**	12
13	001-5112-5231.000	Life & Health Insurance	60,913	78,918	78,918	48,595	**72,455**	13
14	PERSONNEL BENEFITS		259,098	321,096	321,096	227,812	**335,469**	14
15								15
16	OPERATING EXPENDITURES							16
17	001-5112-5311.000	Professional Services	94,906	130,000	280,000	29,062	**165,000**	17
18	001-5112-5341.000	Contractual Services	0	25,000	47,000	0	**275,000**	18
19	001-5112-5401.000	Meetings & Conferences	380	12,300	12,300	5,144	**13,300**	19
20	001-5112-5411.000	Telephone	1,252	982	982	737	**1,062**	20
21	001-5112-5412.000	Postage	174	200	200	265	**200**	21
22	001-5112-5471.000	Printing & Binding	47	0	0	133	**0**	22
23	001-5112-5481.000	Promotional Activities	10,899	16,000	47,650	11,634	**38,500**	23
24	001-5112-5483.000	Economic Development	54,805	160,000	421,951	107,603	**205,000**	24
25	001-5112-5511.000	Office Supplies	1,990	1,300	1,300	1,415	**1,300**	25
26	001-5112-5521.000	Operating Supplies	485	600	600	549	**600**	26
27	001-5112-5541.000	Subs, Memberships, Dues	11,534	11,300	11,300	10,242	**13,595**	27
28	001-5112-5542.000	Training/Education	670	0	0	0	**0**	28
29	OPERATING EXPENDITURES		177,142	357,682	823,283	166,784	**713,557**	29
30								30
31	**Totals for dept 5112 - CITY MANAGER**		**915,962**	**1,276,285**	**1,741,886**	**765,387**	**1,691,640**	31

CITY OF WILTON MANORS
Fiscal Year 2022-23
NEW OPERATING PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023
	Operating Projects	
	City Manager's Office - 5112	
1	Bipartisan Infrastructure Law Grant Writing	$100,000
2	Citywide Mobility Study	$100,000
3	Small Business Academy	$5,000
4	Strategic Investment Program	$20,000
5	Wilton Dr Landscape & Irrigation Maintenance	$25,000
6	Wilton Next Implementation	$30,000
7		
8	**Total City Manager's Office**	**$280,000**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: City Manager's Office

Date Completed: 2/22/2022

Is this a capital request? Yes: ☐ No: X

Number of Residents to be Served by this Project: 12,500

Accounting String: 001-5112-5341

Provide a Detailed Descripton of the Project Grant Writing Consultant

Funding would provide for a grant writing consultant and matching funds for the federal, state, and county grant opportunities. In particular, approved surtax project funding is not currently keeping pace with inflation. In order to ensure the projects are executed, additional city funding may be needed.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

With the passage of the Bipartisan Infrastructure Law, billions of dollars will be available to local governments in competitive funding. Funding areas include transportation, climate and energy (including water utility infrastructure), broadband, and cyber. These funding opportunity windows are often short and technical data and expertise are required to complete the grant applications. Having a grant writing expert available for assistance could mean the difference between success and failure. Similarly, some grants require matching funds, while others may not require matching funds, but points are often given for providing leverage (local funds). Additionally, most grant programs (e.g. County Surtax Funding) will not fund "ineligible" items. The City will be required to cover these costs.

Explain any Recurring Operating Costs

Grant writing services would be through an annual contract - recurring would depend upon success.

Alignment to Strategic Plan

Goal A: Advance Infrastructure Improvements AND Goal E: Exhibit Fiscal Responsibility

Cost Analysis

FY	Description	001 - Operating Fund: Salaries/Benefits	001 - Operating Fund: Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs			100 000			100 000
22-23	Matching funds for federal grants		~~75,000~~			~~75,000~~
22-23	Matching funds for surtax projects		~~75,000~~			~~75,000~~
						0
						0
						0
	Total Non-Recurring Costs	$0	100 000 ~~$150,000~~	$0	$0	100000 ~~$150,000~~
Recurring Costs						
22-23	Grant writing consultant		Ø ~~30,000~~			Ø ~~30,000~~
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	Ø ~~$30,000~~	$0	$0	Ø ~~$30,000~~
	Recurring Cost per Resident Served	$0	~~$2~~	$0	$0	~~$2~~
	Total Costs	$0	100,000 ~~$180,000~~	$0	$0	100,000 ~~$180,000~~
	Cost per Resident Served	$0	~~$14~~ 8	$0	$0	~~$14~~ 4

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0

Cost Savings

					0
					0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	~~$180,000~~ 100 000	$0	$0	~~$180,000~~ 100 000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 3/30/22

City Manager Use Only

Add to Recommended Budget Yes / No

City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
City Managers Office

Date Completed
2/22/2022

Is this a capital request? Yes: [ ] No: X

Number of Residents to be Served by this Project
0

Accounting String 001-5112-5341

Provide a Detailed Descripton of the Project

Citywide Mobility Study - The City is in need of a mobility study which will review all aspects of transportation, and which will identify and evaluate multimodal mobility options and other alternatives to fossil fuel dependence. The resulting plan will provide a "roadmap" to better connectivity between modes of transportation and include a list of projects that will reduce traditional car traffic and increase walkability and bikeability.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The federal Bipartisan Infrastructure Bill will offer many opportunities for federal funding for local government transportation projects. In order to be eligible for much of this funding, a completed Mobility Plan will be required. The MPO will be working with the City to complete this plan, and may be able to provide partial funding and "in house" completion of the Study.

Explain any Recurring Operating Costs

Unknown at this time but likely related to programs such as a community shuttle, bike stations, pedestrian friendly pathways between city center and transit options.

Alignment to Strategic Plan

Goal C: Enhance Quality of Life and Livability AND Goal F: Improve Environmental Sustainability

Cost Analysis

FY	Description	001 - Operating Fund: Salaries/Benefits	001 - Operating Fund: Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Mobility Plan		100,000			100,000
23-24	Prioritized Projects		50,000			50,000
24-25	Prioritized Projects		50,000			50,000
						0
						0
	Total Non-Recurring Costs	$0	$200,000	$0	$0	$200,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$200,000	$0	$0	$200,000
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$200,000	$0	$0	$200,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N\A
Manager IT — Date

Staffing Needs N\A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N\A

Internal Rate of Return N\A

Net Present Value N\A

[signature] 3/30/22
Finance Director — Date

City Manager Use Only

	Yes	No
Add to Recommended Budget		

[signature] 6/27/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
City Manager's Office - Economic Development Division

Date Completed
2/8/2022

	Yes	No
Is this a capital request?		x

Number of Residents to be Served by this Project
12,500

Accounting String 001.5112.5483

Provide a Detailed Descripton of the Project

This program would be implemented in partnership with WMBA and Broward SCORE to provide entrepreneurs and existing business owners with business education and training. This entrepreneurship-focused program would teach participants about important business-related topics such as operations, finance, marketing, and city/county resources. This 6-month technical assistance program for a cohort of small business owners would focus on education, mentorships, peer-to-peer best practice exchanges.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This business retention program is intended to equip business owners with the tools that they need to remain in business, grow, and thrive in the Island City. Through technical assistance, small business owners would be better able to navigate business operations especially during uncertain times. The program would facilitate economic stability and encourage business retention and expansion. It is anticipated that program graduates are more likely to become better engaged business leaders and economic development ambassadors for the City. Program success would be measured by the number of program graduates and pre and post-questionnaire on business related topics.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Promote Economic Development

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Small Business Academy		5,000			5,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$5,000	$0	$0	$5,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$5,000	$0	$0	$5,000
	Cost per Resident Served	$0	$0	$0	$0	$0

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$5,000	$0	$0	$5,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N\A
Manager IT **Date**

Staffing Needs N\A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director 3/30/22 **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

City Manager 6/22/22 **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: City Manager's Office - Economic Development Division

Date Completed: 2/8/2022

Is this a capital request? Yes: | No: x

Number of Residents to be Served by this Project: 12,500

Accounting String: 001.5112.5483

Provide a Detailed Descripton of the Project

The City is currently undertaking a study to define its market positioning and brand its major commercial corridors with the goal of attracting further economic investment. The report is expected to be published in May 2022. This program would provide funding to attract industry specific businesses to the city's major commercial corridors based on study recommendations. Eligible businesses would receive $10,000 to cover start up costs, relocation costs, operating expenses, rent abatement, utilties, and interior buildouts.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The City Commission has identified business attraction and marketing as one of its main priorities for the upcoming fiscal year. This business attraction program would allow the city to recruit specific industry businesses to support economic develoment along the city's major commercial corridors. Program success would be measured by the number of program applicants, new target industry businesses, and private investment leveraged.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Promote Economic Development

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Strategic Investment Program		20,000			20,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$20,000	$0	$0	$20,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$20,000	$0	$0	$20,000
	Cost per Resident Served	$0	$2	$0	$0	$2

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0

Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$20,000**	**$0**	**$0**	**$20,000**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

3/30/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes No

4/27/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: City Managers Office

Date Completed: 2/15/2022

	Yes	No
Is this a capital request?		x

Number of Residents to be Served by this Project: 12,500

Accounting String: 001-5112-5341

Provide a Detailed Descripton of the Project

Irrigation and Landscape Maintenance for Wilton Drive - When the warranty on the construction of the irrigation system and landscape expires, the City will need to enter into an ongoing contract for services to maintain the system and the landscaping.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

When the irrigation and landscape material is fully installed it will be warrantied by the vendor for one year. Subsequently, it will need to be maintained. As the City's "Main Street" and an internationally known tourist destination, Wilton Drive is an iconic location. City grounds maintenance staff does not currently have sufficient bandwidth to maintain the Drive internally. Once the maintenance process and systems are well established, and if additonal staff are added, this job could be performed internally.

Explain any Recurring Operating Costs

This will be a recurring cost. Once the system and the landscape is stable, city staff may be able to take over the responsibility.

Alignment to Strategic Plan

Goal A: Advance Infrastructure Improvements

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$0	$0
Recurring Costs						
22-23	Contractual Services				25,000	25,000
23-24	Contractual Services				25,000	25,000
24-25	Contractual Services				25,000	25,000
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$75,000	$75,000
	Recurring Cost per Resident Served	$0	$0	$0	$6	$6
	Total Costs	$0	$0	$0	$75,000	$75,000
	Cost per Resident Served	$0	$0	$0	$6	$6

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$0	$75,000	$75,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

3/30/22
Finance Director — Date

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

6/27
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
City Manager's Office - Economic Development Division

Date Completed
2/8/2022

Is this a capital request? Yes: ☐ No: x

Number of Residents to be Served by this Project
12,500

Accounting String 001.5112.5483

Provide a Detailed Descripton of the Project

Wilton Next Implementation - This program would provide an initial funding of $30,000 to the Economic Development Division to support the implementation of the recommendations from the Market Analysis and Branding Strategy Study (WiltonNext). These funds are intended to support district organizations, promotion, and economic restructuring along the city's major commercial districts. Example of projects would include banner programs, art initiatves, district specific events, or funding for district specific organizations.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This program is intended to promote economic development along the city's major commercial corridors by providing the appropriate funding to support the implementation plan from WiltonNext.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal B: Promote Economic Development

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	WiltonNext Implementation		30,000			30,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$30,000	$0	$0	$30,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$30,000	$0	$0	$30,000
	Cost per Resident Served	$0	$2	$0	$0	$2

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$30,000	$0	$0	$30,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 3/30/22 Date

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager 6/27/22 Date

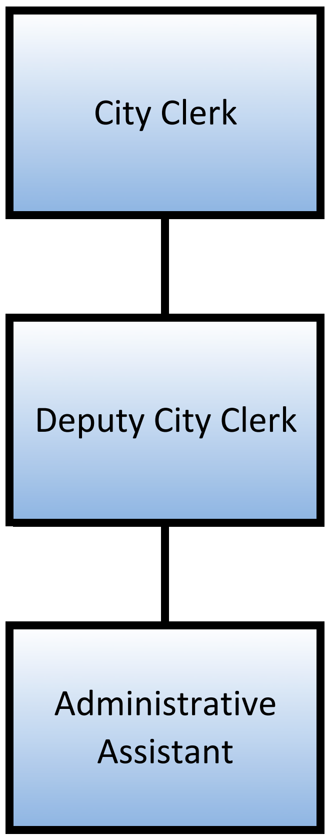
CITY CLERK

Under the administrative direction of the City Manager, the City Clerk is the official Records Custodian for the City, serves as the municipal Supervisor of Elections, is the custodian of the City seal, Clerk to the City Commission, and carries out other functions as set forth in the City Charter and City Code. Responsibilities include: attending Commission meetings, managing the preparation of meeting agendas and minutes, certifying ordinances and resolutions, organizing and supervising municipal elections, preparing and publishing legal notices. As the City's Records Custodian, the Clerk's office oversees record retention of City documents as well as Public Record Requests. The City Clerk also serves as registrar for lobbyists and assists in the compliance of the Broward County Ethics Code. The City Clerk performs other work as required.

Department's Core Operational Mission and Key Roles and Functions

The City Clerk's office continues to strive to provide expeditious responses to the requests of our constituents and fellow staff members. The City Clerk's office is the official records keeper, elections administrator, advisory board administrator, ethics filing officer and secretariat to the City Commission. The office also prepares and publishes the agenda for City Commission meetings and facilitates all City Commission meetings. The City Clerk's office continues to move forward by improving processes and productivity while remaining fiscally responsible.

City Clerk



DEPARTMENTAL BUDGET SUMMARY
CITY CLERK

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 156,057	$ 168,199	$ 194,529
Personnel Benefits	89,602	96,076	105,240
Operating Expenditures	47,376	54,890	59,107
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 293,035	$ 319,165	$ 358,876

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
City Clerk Department:				
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Amin Assistant	1.00	0.88	1.00	0.88
Total Full Time	3.00	2.88	3.00	2.88
CITY CLERK TOTALS	3.00	2.88	3.00	2.88

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5113 - CITY CLERK							
1	PERSONNEL WAGES							1
2	001-5113-5121.000	Salaries - Full Time	152,051	166,659	166,659	100,203	**156,261**	2
3	001-5113-5131.000	Salaries - Part Time	0	0	0	0	**36,478**	3
4	001-5113-5141.000	Overtime	1,891	1,000	1,000	912	**1,000**	4
5	001-5113-5151.000	Cellular Phone Stipend	585	540	540	315	**540**	5
6	001-5113-5153.000	Assignment Pay	1,530	0	0	0	**0**	6
7	001-5113-5153.000	Assignment Pay	0	0	0	0	**250**	7
8	PERSONNEL WAGES		156,057	168,199	168,199	101,430	**194,529**	8
9								9
10	PERSONNEL BENEFITS							10
11	001-5113-5211.000	FICA	11,632	12,433	12,433	7,558	**11,596**	11
12	001-5113-5211.005	FICA - Part Time	0	0	0	0	**2,791**	12
13	001-5113-5221.000	Pension - WM	21,491	21,073	21,073	21,073	**21,596**	13
14	001-5113-5222.000	Pension - FRS	28,049	31,970	31,970	19,879	**41,221**	14
15	001-5113-5231.000	Life & Health Insurance	28,430	30,600	30,600	19,749	**28,036**	15
16	001-5111-5232.000	Insurance Opt-Out	0	0	0	0	**0**	16
17	PERSONNEL BENEFITS		89,602	96,076	96,076	68,259	**105,240**	17
18								18
19	OPERATING EXPENDITURES							19
20	001-5113-5341.000	Contractual Services	12,354	19,600	23,600	12,291	**19,600**	20
21	001-5113-5401.000	Meetings & Conferences	600	2,900	2,900	100	**2,900**	21
22	001-5113-5411.000	Telephone	832	790	790	623	**1,007**	22
23	001-5113-5412.000	Postage	253	500	500	268	**500**	23
24	001-5113-5462.000	Equipment Maint-Repair	0	250	250	0	**250**	24
25	001-5113-5481.000	Promotional	(9)	2,000	4,000	2,039	**2,000**	25
26	001-5113-5482.000	Advertising	15,071	10,000	10,000	8,339	**10,000**	26
27	001-5113-5492.000	Elections	4,700	0	0	0	**10,000**	27
28	001-5113-5493.000	Codification	11,220	10,000	10,000	1,300	**10,000**	28
29	001-5113-5511.000	Office Supplies	457	1,000	1,000	45	**1,000**	29
30	001-5113-5521.000	Operating Supplies	908	500	500	712	**500**	30
31	001-5113-5541.000	Subs, Memberships, Dues	440	600	600	564	**600**	31
32	001-5113-5542.000	Training/Education	550	750	750	1,158	**750**	32
33	OPERATING EXPENDITURES		47,376	48,890	54,890	27,439	**59,107**	33
34								34
35	**Totals for dept 5113 - CITY CLERK**		**293,035**	**313,165**	**319,165**	**197,128**	**358,876**	35

FINANCE DEPARTMENT

Accounting and Financial Services include maintaining a system to assure accountability in compliance with legal provisions and in accordance with generally accepted accounting principles. Supporting documents for revenues, expenditures, encumbrances and accounts receivable are reviewed for correctness, legality, adherence to contracts, agreements, and City purchasing procedures, as well as for compliance with the City Commission adopted budget. Financial and management reports indicating financial status are prepared to provide timely information to the City Commission, City Manager, Department Directors, and the general public.

Records for accounts payable are maintained and vendor checks are issued on a weekly basis. Utility billing records reflect the monthly issuance of water, sewer, solid waste, recycling, and stormwater invoices. Fixed asset records are maintained and reviewed annually for internal control purposes and to insure adequate insurance coverages.

In addition to accounting and financial services, the Utility Billing Customer Service personnel field all utility-related inquiries from City residents, and help promote water conservation and participation in the City's recycling program. Responsibilities also include coordinating services with our solid waste hauler; processing lien searches; filing utility liens; and insuring the timely collection of utility payments. The Utility Billing Customer Service personnel additionally field all incoming calls from the City's main telephone lines.

The Finance Department, under the direction of the City Manager, is responsible for the preparation and coordination of the Annual Operating Budget and five-year capital improvement program for all funds. This process must be monitored for compliance with the State's Truth in Millage (TRIM) laws. The Department also oversees the implementation of the budget after adoption by the City Commission through appropriate internal accounting control measures.

Cash Management and Revenue Collection. The Finance Department is responsible for the collection and recording of all City revenues. The Department prepares cash reconciliations and internal audits of City revenue accounts to insure that projected revenue targets are being met and recorded properly. Responsibilities also include the investment of all City funds, as well as the coordination of various banking services.

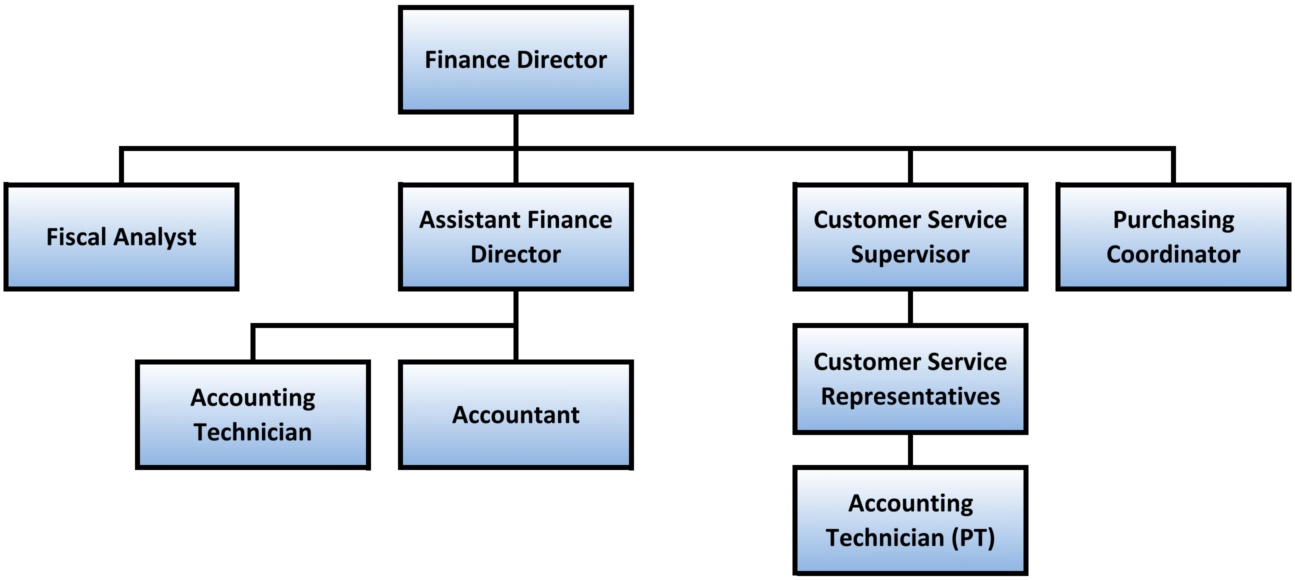
Purchasing. The Finance Department acts as liaison to all City departments for items that require formal bids, proposals, or bulk ordering, and assists in providing resources for the competitive pricing of merchandise.

Parking. The Finance Department is responsible for oversight of the City's parking program. The day-to-day management of the parking program is performed by a major parking corporation under contract to the City.

Department's Core Operational Mission and Key Roles and Functions

The Finance Department serves the Wilton Manors community by safeguarding the City's assets, maximizing the use of City revenue and efficiently providing accurate and timely information to the City Commission, City management and the general public. As such, it is the department's responsibility to plan for the City's future financial needs and to implement responsible fiscal strategies for the City's operation. The Finance Department has responsibility for the City's utility billing, accounts payable and receivable, financial reporting, budgeting, purchasing, and oversight of the City's parking program.

Finance


Finance Director
Fiscal Analyst
Assistant Finance Director
Customer Service Supervisor
Purchasing Coordinator
Accounting Technician
Accountant
Customer Service Representatives
Accounting Technician (PT)

DEPARTMENTAL BUDGET SUMMARY
FINANCE

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 400,919	$ 428,877	$ 517,482
Personnel Benefits	240,789	237,009	293,576
Operating Expenditures	44,140	50,373	47,789
Capital	-		-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 685,848	$ 716,259	$ 858,847

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Finance Department:				
Finance Director	0.95	0.95	0.95	0.95
Assistant Finance Director	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Purchasing Coordinator	1.00	1.00	1.00	1.00
Fiscal Analyst	0.00	0.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00	1.00
Total Full Time	4.95	4.95	5.95	5.95
Part Time Accounting Technician	0.50	0.13	0.50	0.13
Total Part Time	0.50	0.13	0.50	0.13
FINANCE TOTALS	5.45	5.08	6.45	6.08

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5114 - FINANCE							
1	PERSONNEL WAGES							1
2	001-5114-5121.000	Salaries - Full Time	393,145	415,549	415,549	247,605	**505,380**	2
3	001-5114-5131.000	Salaries - Part Time	6,653	11,424	11,424	7,109	**10,197**	3
4	001-5114-5141.000	Overtime	113	500	500	122	**501**	4
5	001-5114-5151.000	Cellular Phone Stipend	1,008	1,404	1,404	819	**1,404**	5
6	PERSONNEL WAGES		400,919	428,877	428,877	255,655	**517,482**	6
7								7
8	PERSONNEL BENEFITS							8
9	001-5114-5211.000	FICA	29,019	31,264	31,264	18,253	**38,035**	9
10	001-5114-5211.005	FICA Part Time	20	901	901	544	**780**	10
11	001-5114-5221.000	Pension - WM	55,748	54,038	54,038	54,038	**50,918**	11
12	001-5114-5222.000	Pension - FRS	79,472	92,991	92,991	57,333	**115,335**	12
13	001-5114-5231.000	Life & Health Insurance	76,530	57,815	57,815	52,580	**88,508**	13
14	PERSONNEL BENEFITS		240,789	237,009	237,009	182,748	**293,576**	14
15								15
16	OPERATING EXPENDITURES							16
17	001-5114-5311.000	Professional Services	13,583	14,315	14,315	9,000	**9,500**	17
18	001-5114-5321.000	Audit & Accounting	18,760	14,400	14,400	8,800	**15,200**	18
19	001-5114-5341.000	Contractual Services	0	0	0	0	**0**	19
20	001-5114-5401.000	Meetings & Conferences	0	9,140	9,140	2,983	**9,140**	20
21	001-5114-5411.000	Telephone	1,663	1,568	1,568	1,304	**1,869**	21
22	001-5114-5412.000	Postage	2,322	1,770	1,770	1,469	**2,350**	22
23	001-5114-5471.000	Printing & Binding	636	2,125	2,125	768	**2,275**	23
24	001-5114-5511.000	Office Supplies	3,203	1,600	1,600	874	**1,700**	24
25	001-5114-5521.000	Operating Supplies	755	450	450	36	**1,385**	25
26	001-5114-5541.000	Subs, Memberships, Dues	1,790	1,805	1,805	810	**1,770**	26
27	001-5114-5542.000	Training/Education	1,428	3,000	3,000	60	**2,400**	27
28	001-5114-5543.000	Books & Manuals	0	200	200	0	**200**	28
29	OPERATING EXPENDITURES		44,140	50,373	50,373	26,104	**47,789**	29
30								30
31	**Totals for dept 5114 - FINANCE**		**685,848**	**716,259**	**716,259**	**464,507**	**858,847**	31

HUMAN RESOURCES DEPARTMENT

The Human Resources Department (HR) is dedicated to serving the needs of City employees in the most efficient and fair manner, to attract and retain the most qualified employees for the City, to be a leader and change agent, and to be a strategic planning partner with the City. The Department will help the City adopt modern Human Resources strategy by emphasizing quality training, attention to the changes in the workforce, behavioral needs, alternative work schedules, cafeteria plans to individualize the employees' financial needs, emergency planning, and continued involvement in Human Resources professional associations. The Human Resources Department will stay current in the vast multitude of federal and state mandated legal requirements and regulations.

The Human Resources Department is responsible for:

Personnel Functions HR is responsible for the traditional personnel roles of recruitment, assessment and examination, selection, placement, orientation and exit interviews. HR is responsible for maintenance of the Personnel Rules and Safety Regulations. HR must remain current in Public Records Law and maintain all personnel and related records. HR is responsible for the administration and maintenance of the Classification and Compensation Plan.

Payroll/Pension HR is responsible for all payroll records, input of payroll into the ADP payroll system, monitoring of FLSA rules and regulations, and accuracy in employee payroll deductions. HR maintains the payroll related pension records and performs most of the administration of the pension plan, such as estimate of benefits, employee contributions and credited service, and final retirement benefits.

Labor Relations HR is responsible for negotiations with the union, administration of the Collective Bargaining Agreement, the City representative to the General Employee Quality of Work Life Committee, oversight of the EEOC Plan, acts as Critical Incident Coordinator, acts as liaison to Labor Relations Board and Civil Service Board. HR is an active participant in all employee discipline and grievances; EEOC and civil employee lawsuits; and investigates harassment complaints.

Benefits HR is responsible for procuring and administration of Group Medical and Life Insurance, Dental Insurance, Long Term Disability Insurance, State-mandated insurance coverage for law enforcement officers, administration of COBRA, and implementation of Health Insurance Portability and Accountability Act Rules. HR acts as Privacy Officers under the HIPAA Rules and Medical Review Officers for exposure incidents. HR correlates the annual enrollment for all insurances as well as the 125 Cafeteria Plan and voluntary insurance policies. HR administers the Employee Assistance Plan and is responsible for referrals to the EAP. HR is responsible for administration of the two 457 Deferred Compensation Plans and the Executive 401(a) Plan. HR is responsible for accuracy of benefit accruals, adherence to leave rules, as well as the end- of- year reallocation of unused hours and reestablishment of leave banks for the new calendar year.

Training and Development HR is responsible for in-service training of all employees for Harassment, Diversity, Sensitivity, etc. HR maintains records of all required training of employees and HR must approve tuition reimbursement requests.

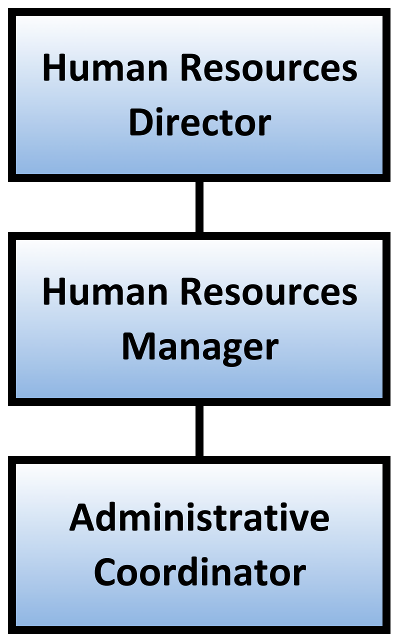
Risk Management HR is responsible for all Risk Management functions such as maintaining the City's property, flood, liability, and worker's compensation insurance coverage. HR will review annually for competitive pricing and adequate insurance coverage. HR is responsible for all records relating to vehicle accidents, liability and injury claims against the City and all other Risk Management functions. The HR/Risk Director is now responsible for appraisals of City owned property together with the assistance of the Florida League of Cities. HR administers the Safety and Security Committee and all required safety awareness training.

Department's Core Operational Mission and Key Roles and Functions

Operational Mission: The Human Resources Department is dedicated to serving the needs of City employees in the most efficient and fair manner, to attracting and retaining the most qualified employees for the City, to being a leader and change agent, and to being a strategic planning partner with the City. The Department will help the City adopt modern Human Resources strategy by emphasizing quality training, attention to the changes in the workforce, alternative work schedules, cafeteria plans to individualize the employees' financial needs, emergency planning, and continued involvement in Human Resources professional associations. The Human Resources Department will stay current in the vast multitude of federal and state mandated legal requirements and regulations.

Key Roles and Functions: Personnel management; payroll; pension programs; benefits management; risk management; training and development; labor relations.

Human Resources



DEPARTMENTAL BUDGET SUMMARY
HUMAN RESOURCES

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 285,268	$ 299,831	$ 317,823
Personnel Benefits	159,071	168,192	184,650
Operating Expenditures	96,165	142,792	128,294
Capital	-		-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 540,504	$ 610,815	$ 630,767

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Human Resources Department:				
Human Resources Director	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00
Total Full Time	3.00	3.00	3.00	3.00
HUMAN RESOURCES TOTALS	3.00	3.00	3.00	3.00

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5115 - HUMAN RESOURCES							
1	PERSONNEL WAGES							1
2	001-5115-5121.000	Salaries - Full Time	283,341	297,641	297,641	187,885	**315,633**	2
3	001-5115-5141.000	Overtime	367	750	750	0	**750**	3
4	001-5115-5151.000	Cellular Phone Stipend	1,560	1,440	1,440	840	**1,440**	4
5	PERSONNEL WAGES		285,268	299,831	299,831	188,725	**317,823**	5
6								6
7	PERSONNEL BENEFITS							7
8	001-5115-5211.000	FICA	21,637	22,149	22,149	14,158	**23,507**	8
9	001-5115-5221.000	Pension - WM	38,163	37,634	37,634	37,634	**35,367**	9
10	001-5115-5222.000	Pension - FRS	67,128	75,391	75,391	47,206	**87,014**	10
11	001-5115-5231.000	Life & Health Insurance	32,143	33,018	33,018	24,567	**38,762**	11
12	PERSONNEL BENEFITS		159,071	168,192	168,192	123,565	**184,650**	12
13								13
14	OPERATING EXPENDITURES							14
15	001-5115-5311.000	Professional Services	68,410	90,423	90,423	72,744	**74,969**	15
16	001-5115-5341.000	Contractual Services	0	273	273	0	**273**	16
17	001-5115-5401.000	Meetings & Conferences	0	3,000	3,000	984	**3,000**	17
18	001-5115-5411.000	Telephone	1,528	1,406	1,406	1,141	**1,877**	18
19	001-5115-5412.000	Postage	378	1,200	1,200	139	**1,000**	19
20	001-5115-5441.000	Equipment Rental	4,380	4,380	4,380	2,920	**4,780**	20
21	001-5115-5463.000	Vehicle Maint-Repair	789	750	750	77	**750**	21
22	001-5115-5464.000	Vehicle Operation-Fuel	841	1,100	1,100	760	**1,310**	22
23	001-5115-5471.000	Printing & Binding	385	1,000	1,000	204	**700**	23
24	001-5115-5482.000	Advertising	2,558	3,000	3,000	2,485	**3,889**	24
25	001-5115-5511.000	Office Supplies	1,365	1,500	1,500	2,087	**1,500**	25
26	001-5115-5521.000	Operating Supplies	1,210	1,675	1,675	904	**1,500**	26
27	001-5115-5541.000	Subs, Memberships, Dues	350	973	973	570	**973**	27
28	001-5115-5542.000	Training/Education	3,789	7,800	7,800	385	**11,273**	28
29	001-5115-5543.000	Books & Manuals	0	500	500	0	**500**	29
30	001-5115-5544.000	Tuition Reimbursement	10,182	23,812	23,812	4,515	**20,000**	30
31	OPERATING EXPENDITURES		96,165	142,792	142,792	89,915	**128,294**	31
32								32
33	**Totals for dept 5115 - HUMAN RESOURCES**		**540,504**	**610,815**	**610,815**	**402,205**	**630,767**	33

CITY ATTORNEY

The City Attorney is responsible to the City Commission for the proper administration of all City legal matters. A major portion of the City Attorney's effort is directed in providing on-going legal counsel to the City Commission, City Manager and staff. The City Attorney attends all City Commission meetings and various Advisory Board meetings on an as needed basis. The City Attorney also provides routine guidance to administration in the proper handling of municipal operations. Additionally, the City Attorney represents the City in litigation when such need arises.

A major program objective, developed on a cooperative basis with administration, is to practice "preventative law". It is our goal to eliminate as much as possible situations that have the potential to develop into legal action.

The City Attorney is a contracted position.

DEPARTMENTAL BUDGET SUMMARY
CITY ATTORNEY

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	349,180	349,934	365,785
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 349,180	$ 349,934	$ 365,785

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5116 - CITY ATTORNEY							
1	OPERATING EXPENDITURES							1
2	001-5116-5312.000	Legal Services - City Attorney	349,180	349,934	349,934	240,997	**365,785**	2
3	001-5116-5315.000	Legal Services - Risk Prot Orders	0	0	0	0	**0**	3
4	OPERATING EXPENDITURES		349,180	349,934	349,934	240,997	**365,785**	4
5								5
6	**Totals for dept 5116 - CITY ATTORNEY**		**349,180**	**349,934**	**349,934**	**240,997**	**365,785**	6

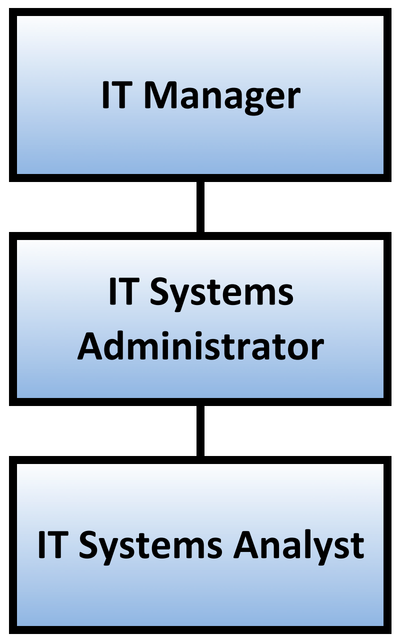
INFORMATION TECHNOLOGY

In FY 2016-17, for the first time, the City consolidated all of its Information Technology (IT) activity into one location. Since the IT Division is an internal service activity, its costs are fully allocated to other departments throughout the City.

Department's Core Operational Mission and Key Roles and Functions

Technology is the cornerstone of the City's business operations and an essential component in staff's ability to provide service. The IT Department's core mission is to maintain the utilized technology, ensure ongoing viability, and plan to ensure the workforce of the future will have the necessary tools.

Information Technology



DEPARTMENTAL BUDGET SUMMARY
INFORMATION TECHNOLOGY

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 164,380	$ 221,814	$ 215,420
Personnel Benefits	61,821	79,349	99,782
Operating Expenditures	329,053	453,172	459,269
Capital	-	-	-
Debt Service	-	-	
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL BUDGETED DEPARTMENT COST	$ 555,254	$ 754,335	$ 774,471

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Information Technnology Manager	1.00	1.00	1.00	1.00
Information Technology Support Analyst	1.00	1.00	1.00	1.00
Total Full Time	2.00	2.00	2.00	2.00
Part Time Computer Technician	1.00	0.74	1.00	0.74
Total Part Time	1.00	0.74	1.00	0.74
INFORMATION TECHNOLOGY TOTALS	3.00	2.74	3.00	2.74

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5117 - INFORMATION TECHNOLOGY							
1	PERSONNEL WAGES							1
2	001-5117-5121.000	Salaries - Full Time	161,491	220,054	220,054	113,787	**181,168**	2
3	001-5117-5131.000	Salaries - Part Time	0	0	0	0	**31,952**	3
4	001-5117-5141.000	Overtime	1,524	500	500	770	**500**	4
5	001-5117-5151.000	Cellular Phone Stipend	1,365	1,260	1,260	825	**1,800**	5
6	PERSONNEL WAGES		164,380	221,814	221,814	115,382	**215,420**	6
7								7
8	PERSONNEL BENEFITS							8
9	001-5117-5211.000	FICA	12,869	16,410	16,410	8,626	**13,610**	9
10	001-5117-5211.005	FICA - Part Time	0	0	0	0	**2,444**	10
11	001-5117-5221.000	Pension - WM	5,341	27,791	27,791	27,791	**23,880**	11
12	001-5117-5222.000	Pension - FRS	17,245	23,689	23,689	12,731	**25,441**	12
13	001-5117-5231.000	Life & Health Insurance	25,066	10,259	10,259	19,563	**34,407**	13
14	001-5117-5232.000	Insurance Opt-Out	1,300	1,200	1,200	200	**0**	14
15	PERSONNEL BENEFITS		61,821	79,349	79,349	68,911	**99,782**	15
16								16
17	OPERATING EXPENDITURES							17
18	001-5117-5311.000	Professional Services	0	33,000	53,000	0	**0**	18
19	001-5117-5341.000	Contractual Services	50,135	50,000	50,000	24,913	**60,000**	19
20	001-5117-5401.000	Meetings & Conferences	0	2,500	2,500	0	**2,500**	20
21	001-5117-5411.000	Telephone	30,780	34,282	34,282	25,002	**42,412**	21
22	001-5117-5413.000	Communication Services	69,255	73,195	73,195	50,365	**69,095**	22
23	001-5117-5461.000	Computer Maintenance	10,912	10,700	10,700	9,051	**10,700**	23
24	001-5117-5462.000	Equipment Maint-Repair	8,680	10,000	10,000	189	**10,000**	24
25	001-5117-5490.007	Software Licenses & Renewal	146,166	209,795	209,795	151,593	**250,862**	25
26	001-5117-5511.000	Office Supplies	1,689	500	500	1,221	**500**	26
27	001-5117-5521.000	Operating Supplies	1,670	5,000	5,000	1,110	**5,000**	27
28	001-5117-5521.002	Computer Hardware	8,967	3,000	3,000	6,025	**7,000**	28
29	001-5117-5541.000	Subs, Memberships, Dues	799	200	200	699	**200**	29
30	001-5117-5542.000	Training/Education	0	1,000	1,000	0	**1,000**	30
31	OPERATING EXPENDITURES		329,053	433,172	453,172	270,168	**459,269**	31
32								32
33	**Totals for dept 5117 - INFORMATION TECHNOLOGY**		**555,254**	**734,335**	**754,335**	**454,461**	**774,471**	33

CITY OF WILTON MANORS
Fiscal Year 2022-23
NEW OPERATING PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023
	Operating Projects	
	Information Technology - 5117	
1	Meraki License & Support	$15,100
2	Motorola Warranty for CAD Support	$4,192
3		
4	**Total Information Technology**	**$19,292**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Information Technology

Date Completed: 3/7/2022

Is this a capital request? Yes: [ ] No: [x]

Number of Residents to be Served by this Project: 12,500

Accounting String: 001-5117-5490.007

Provide a Detailed Descripton of the Project Meraki License & Support

Cisco Meraki switch licensing and support - one year @3020. or five years @.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Cisco Meraki switch subscription and support is currently being budgeted and purchased one year at a time. Cost efficiencies achieved through the purchase of a five year subscription would be 1)the security of being supported throughout the years without the potential for disruptions, 2) staff time on budget and purchase procurement process and 3) possible cost savings.

Explain any Recurring Operating Costs

This is a recurring cost.

Alignment to Strategic Plan

Goal D: Cultivate Efficient and High Performing Governments

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$0	$0
Recurring Costs						
22-23	IT switch s/f license and support		15,100			15,100
23-24			15,100			15,100
24-25			15,100			15,100
25-26			15,100			15,100
26-27			15,100			15,100
	Total Proposed Recurring Costs	$0	$75,500	$0	$0	$75,500
	Recurring Cost per Resident Served	$0	$6	$0	$0	$6
	Total Costs	$0	$75,500	$0	$0	$75,500
	Cost per Resident Served	$0	$6	$0	$0	$6

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$75,500	$0	$0	$75,500
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/30/22
Finance Director Date

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/27/22
City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Information Technology

Date Completed
3/8/2022

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project
0

Accounting String

Provide a Detailed Descripton of the Project
Motorola Warranty for CAD Maintenance and Support

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
See attached memo from Broward County regarding the commencement of direct invoicing from Motorola.

Explain any Recurring Operating Costs
See atatched memo.

Alignment to Strategic Plan
Goal C: Enhance Quality of Life and Livability, KO 2-Support Proactive Public Safety

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$0	$0
Recurring Costs						
22-23	Motorola CAD		4,192			4,192
23-24	Motorola CAD		4,192			4,192
						0
						0
						0
	Total Proposed Recurring Costs	$0	$8,384	$0	$0	$8,384
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$8,384	$0	$0	$8,384
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$8,384	$0	$0	$8,384
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director — Date 3/30/22

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager — Date 6/27/22

BROWARD COUNTY
FLORIDA

Regional Emergency Services and Communications Department
201 NW 84 Avenue• Plantation, Florida 33324 • 954-357-3900 • FAX 954-382-5805

Date: January 19, 2022

To: Broward County Municipal Managers Tracy L. Jackson Digitally signed by Tracy L. Jackson Date: 2022.01.19 13:31:38 -05'00'

From: Tracy Jackson, Director, Regional Emergency Services and Communications

RE: Next Generation CAD System - Final System Acceptance and beginning of Warranty Period

This is to inform all participants in Broward County's Regional Public Safety Communications system that Broward County expects to reach Final System Acceptance of the Next Generation Computer Aided Dispatch (CAD) System on or before January 31, 2022. As part of Broward County's contract with Motorola, this will trigger the start of the *System Warranty* period. Per the contract, upon expiration of this Warranty period BSO and municipal agencies will be directly invoiced by Motorola for their annual PremierOne Mobile CAD maintenance and support costs. To clarify, **beginning in FY23 (October 1, 2022)** Motorola will be directly invoicing your City or Agency on an annual basis for maintenance and support of your PremierOne Mobile CAD licenses.

The attached document, *Mobile Allocation Schedule,* presents the mobile CAD license counts per agency/municipality and estimated cost for each. County project staff has previously shared license counts and estimated annual maintenance and support costs with representatives of each public safety agency. The license counts were identified by combining the agencies' past payments to Motorola with project staff assessments at the time of system implementation in March 2017.

BACKGROUND

In March 2017, Broward County implemented the multi-million-dollar Next Generation PremierOne CAD System and migrated all participating law and fire/rescue agencies from the legacy system onto the new system. This implementation updated CAD software in Broward County's Regional Consolidated Communication Centers, as well as software in each law enforcement and fire rescue mobile device (with the exception of Plantation and Coral Springs). At the time of the March 2017 implementation, payments by participating agencies for annual maintenance and support of the legacy CAD Mobile licenses were discontinued with the understanding that they would remain so until the new System's warranty period expired.

BSO and participating municipal law and fire agency responsibilities for CAD Mobile maintenance and support costs are defined in the Regional Interlocal Agreements (RILAs) between County and participating municipalities/agencies (Exhibit B of the RILAs).

Should you have any questions or require additional detail, please don't hesitate to reach out to me.

cc: County Administrator Bertha Henry, Broward County Fire and Law Agencies

Mobile Allocation Schedule

Department	PMDC Devices by Dept Prior to P1 Migration	PremierOne Allocation Schedule (Concurrent Licensing 2:1)	PremierOne Operating cost w/ mapping
AGENCY RESPONSIBILITY			
Broward Sheriff's Office Law Enforcement	1,608	804	$ 210,648
Broward Sheriff's Office Fire Rescue Non-Frontline	15	8	$ 2,096
Coconut Creek PD	123	62	$ 16,244
Davie PD	220	110	$ 28,820
Davie Fire Rescue Non-Frontline Vehicles	1	1	$ 262
Fort Lauderdale FR Non-Frontline Vehicles	5	3	$ 786
Fort Lauderdale PD	425	213	$ 55,806
Hallandale Beach FR Non-Frontline Vehicles	1	1	$ 262
Hallandale Beach PD	77	39	$ 10,218
Hillsboro Beach PD	3	2	$ 524
Hollywood Fire Rescue Non-Frontline Vehicles	3	2	$ 524
Hollywood Police Dept	310	155	$ 40,610
Lauderhill Fire Rescue Non-Frontline Vehicles	7	4	$ 1,048
Lauderhill PD	122	61	$ 15,982
Lighthouse Point PD	10	5	$ 1,310
Lighthouse Point FR Non-Frontline Vehicles	0	0	$ -
Margate Fire Rescue Non-Frontline Vehicles	0	0	$ -
Margate PD	84	42	$ 11,004
Miramar PD	250	125	$ 32,750
Miramar Fire Rescue Non-Frontline Vehicles	3	2	$ 524
North Lauderdale Fire Rescue Non-Frontline Vehicles	3	2	$ 524
Oakland Park Fire Rescue Non-Frontline Vehicles	6	3	$ 786
Pembroke Pines FR Non-Frontline Vehicles	0	0	$ -
Pembroke Pines PD	258	129	$ 33,798
Pompano Beach Fire Rescue Non-Frontline Vehicles	24	12	$ 3,144
Seminole FR Non-Frontline Vehicles	2	1	$ 262
Sunrise FR Non-Frontline Vehicles	6	3	$ 786
Sunrise PD	217	109	$ 28,558
Tamarac Fire Rescue Non-Frontline Vehicles	0	0	$ -
Wilton Manors Police Department	32	16	$ 4,192

NON-DEPARTMENTAL

The Non-Departmental budget includes the costs associated with items that are for services and/or equipment utilized by all City Departments but not directly related to a specific department. These items include courier services; insurance; copying and printing; disaster preparedness; utilities for, and maintenance of the City Hall building and grounds; and waterway maintenance, among others. The Non-Departmental budget is divided into three divisions:

- 5118 – Non-Departmental Activities
- 5119 – City Hall and other Citywide Activities
- 5881 – Interfund Transfers

Division 5118, Non-Departmental Activities, accounts for the City's support to charitable organizations and City boards and debt service on the City Hall general obligation loan. Division 5118 costs are not allocated to other departments.

Division 5119, City Hall and Citywide Activities, accounts for the City's courier, maintenance for City Hall building and grounds, City Hall utilities, insurance, copying and printing, citywide emergency preparedness, waterway maintenance, and the General Fund's contribution toward the fire assessment fee of exempt properties. Division 5119 costs are allocated to other departments throughout the City.

Division 5881, Interfund Transfers, accounts for direct transfers made from the General Fund to other funds. For Fiscal Year 2022-23 the transfers are of two types:

- A transfer to Fund 300 for General Fund's annual contribution to the Capital Replacement Plan.
- A transfer to Fund 300, Capital Improvement Fund, to fund FY22-23's new general capital expenditures.

DEPARTMENTAL BUDGET SUMMARY
NON-DEPARTMENTAL (5118 & 5119)

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 41,770	$ 43,667	$ 47,879
Personnel Benefits	42,566	34,241	28,672
Operating Expenditures	850,798	2,372,345	1,324,058
Capital	-	-	-
Debt Service	398,222	396,306	396,268
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 1,333,356	$ 2,846,559	$ 1,796,877

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Courier	1.00	1.00	1.00	1.00
Total Full Time	1.00	1.00	1.00	1.00
	0.00	0.00	0.00	0.00
Total Part Time	0.00	0.00	0.00	0.00
NON-DEPARTMENTAL TOTALS	1.00	1.00	1.00	1.00

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5118 - NON DEPARTMENTAL ACTIVITIES							
1	OPERATING EXPENDITURES							1
2	001-5118-5824.010	Other Charitable Organizations	0	15,000	15,000	0	**15,000**	2
3	001-5118-5826.000	Comm Affairs Advisory Bd	0	3,000	3,000	296	**5,000**	3
4	001-5118-5991.000	Contingency - Fund Balance	8,856	131,443	1,481,588	0	**335,844**	4
5	OPERATING EXPENDITURES		8,856	149,443	1,499,588	296	**355,844**	5
6								6
7	DEBT SERVICE							7
8	001-5118-5702.00	Debt Issuance Cost	0	0	0	0	**0**	8
9	001-5118-5711.000	Principal Payments	357,004	360,446	360,446	360,446	**365,709**	9
10	001-5118-5721.000	Interest Payments	41,218	35,860	35,860	19,245	**30,559**	10
11	DEBT SERVICE		398,222	396,306	396,306	379,691	**396,268**	11
12								12
13	**Totals for dept 5118 - NON DEPARTMENTAL ACTIVITIES**		**407,078**	**545,749**	**1,895,894**	**379,987**	**752,112**	13

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5119 - CITY HALL & CITYWIDE ACTIVITIES							
1	PERSONNEL WAGES							1
2	001-5119-5121.000	Salaries - Full Time	39,368	41,467	41,467	26,814	**44,179**	2
3	001-5119-5121.000	Salaries - Part Time	0	0	0	0	**0**	3
4	001-5119-5141.000	Overtime	2,402	2,200	2,200	3,442	**3,100**	4
4	001-5119-5151.000	Cellpphone Stipend	0	0	0	0	**600**	4
5	PERSONNEL WAGES		41,770	43,667	43,667	30,256	**47,879**	5
6								6
7	PERSONNEL BENEFITS							7
8	001-5119-5211.000	FICA	3,125	3,086	3,086	2,286	**3,290**	8
9	001-5119-5221.000	Pension - WM	22,709	5,243	5,243	5,243	**4,950**	9
10	001-5119-5231.000	Life & Health Insurance	9,321	10,912	10,912	7,396	**10,432**	10
11	001-5119-5251.000	Unemployment Compensation	7,411	15,000	15,000	4,200	**10,000**	11
12	PERSONNEL BENEFITS		42,566	34,241	34,241	19,125	**28,672**	12
13								13
14	OPERATING EXPENDITURES							14
15	001-5119-5313.000	Fire Services	112,895	97,766	97,766	97,766	**94,711**	15
16	001-5119-5341.000	Contractual Services	58,964	94,400	94,400	39,552	**98,932**	16
17	001-5119-5411.000	Telephone	0	529	529	0	**0**	17
18	001-5119-5431.000	Utilities	50,859	63,900	63,900	42,458	**0**	18
19	001-5119-5431.001	Utilities - Electricty	0	0	0	0	**69,220**	19
20	001-5119-5431.002	Utilities - Water & Sewer	0	0	0	0	**6,820**	20
21	001-5119-5451.000	Insurance	454,377	466,480	466,480	390,782	**538,551**	21
22	001-5119-5462.000	Equipment Maint-Repair	4,028	4,500	4,500	1,720	**4,500**	22
23	001-5119-5463.000	Vehicle Maint-Repair	0	2,100	2,100	353	**2,100**	23
24	001-5119-5464.000	Vehicle Operation-Fuel	55	2,700	2,700	54	**3,270**	24
25	001-5119-5465.000	Copy Machine	13,891	9,772	9,772	9,826	**14,500**	25
26	001-5119-5466.000	Building Maintenance	130,053	92,700	97,700	63,582	**97,100**	26
27	001-5119-5467.000	Grounds Maintenance	7,069	19,700	19,700	5,025	**23,700**	27
28	001-5119-5468.000	Waterway Maintenance	3,491	3,950	3,950	431	**3,950**	28
29	001-5119-5471.000	Printing & Binding	0	0	0	0	**0**	29
30	001-5119-5521.000	Operating Supplies	5,573	3,400	3,400	6,163	**5,000**	30
31	001-5119-5522.000	Emergency Management	687	4,360	4,360	133	**4,360**	31
32	001-5119-5542.000	Training/Education	0	1,500	1,500	0	**1,500**	32
33	OPERATING EXPENDITURES		841,942	867,757	872,757	657,845	**968,214**	33
34								34
35	**Totals for dept 5119 - CITY HALL & CITYWIDE ACTIVITIES**		**926,278**	**945,665**	**950,665**	**707,226**	**1,044,765**	35

DEPARTMENTAL BUDGET SUMMARY
EMERGENCY DISASTER RELIEF

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	69,169	-	-
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 69,169	$ -	$ -

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5227 - EMERGENCY-DISASTER RELIEF							
1	OPERATING EXPENDITURES							1
2	001-52275311.000	Professional Services	4,652	0	0	53	**0**	2
3	001-5227-5341.000	Contractual Services	23,909	0	0	0	**0**	3
4	001-5227-5521.000	Operating Supplies	28,603	0	0	215	**0**	4
5	001-5227-5641.000	Capital Outlay	12,005	0	0	0	**0**	5
6	001-5227-5641.001	Capital Outlay Non-Capitalizable	0	0	0	0	**0**	6
7	OPERATING EXPENDITURES		69,169	0	0	268	**0**	7
8								8
9	**Totals for dept 5227 - EMERGENCY-DISASTER RELIEF**		**69,169**	**0**	**0**	**268**	**0**	9

DEPARTMENTAL BUDGET SUMMARY
INTERFUND TRANSFERS OUT

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	-	-	-
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	527,030	414,702	1,677,836
TOTAL DEPARTMENT COST	$ 527,030	$ 414,702	$ 1,677,836

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
1	**Dept 5881 - INTERFUND TRANSFERS**							1
2	TRANSFERS OUT							2
3	001-5881-5911.000	Operating Transfers Out	0	0	0	0	**0**	3
4	001-5881-5911.001	Transfers Out - Cont To Cap Imp Fund	527,030	414,702	414,702	276,472	**1,677,836**	4
5	TRANSFERS OUT		527,030	414,702	414,702	276,472	**1,677,836**	5
6								6
7	**Totals for dept 5881 - INTERFUND TRANSFERS**		**527,030**	**414,702**	**414,702**	**276,472**	**1,677,836**	7

POLICE DEPARTMENT

The Wilton Manors Police Department
Is Dedicated to Policing with a Passion for our Profession
And
Compassion for Those We Serve

The mission, function and objectives of the Police Department are conducted by three Bureaus (see attached Departmental Organization Chart). The Police Department operates in unison with other City Departments to enhance our community's quality of life.

Office of the Police Chief

The Office of the Police Chief provides the vision, leadership and direction for the Police Department. All of our Police Officers and all of our support staff must create a direct and personal relationship with our citizens in order to achieve our goal and earn the respect and trust of our community. Policing truly is a Partnership between the Police and the members of the community. Only in this way can law enforcement succeed in its mission to serve and protect our community. The Code Compliance Unit reports directly to the Chief of Police, maintaining uniform enforcement of City Codes and Ordinances.

Administration Bureau

The Administrative Bureau is responsible for the coordination of all police support services provided by the Department. This is accomplished by the management of sub-divisions within the Bureau which include Records Management, Front Desk Services, Fleet Management, Grant Management, Accreditation, Budget Review / Control and Inventory Control. Cost effective planning is critical in maintaining a balanced budget while meeting the needs of the Department.

Investigations Bureau

The Investigations Bureau is responsible for all criminal investigations in "property crime" such as larceny, burglary and computer crimes. In addition, this Bureau is tasked with investigations of all "persons crime" such as assault, battery, all sex crimes and other crimes of violence. Long term narcotics investigations (through Task Force assignment) are also a critical part of this Bureau as such activity can be directly related to crimes of violence. Property and Evidence is managed by the Investigations Bureau.

Operations Bureau

The Operations Bureau oversees all Uniformed Patrol functions in an effort to respond to all police calls for service in a timely manner. This Bureau works to maintain quality of life issues alongside not just "state of the art" law enforcement techniques but also with a "state of mind" approach to our ever changing and ever challenging function. WMPD works with the community to create a safer and more secure environment in which to live, work and play. It includes Road Patrol, Crime Prevention, Marine Patrol, Canine Drug Detection, Bicycle Patrol, Training (such as continuing education and all FTO functions), Community Policing Officer and our School Resource Officer (who works with our school children teaching D.A.R.E., GREAT and computer safety).

FUNDING SOURCES

Most Police Department activities are funded through the City's General Fund. The Department receives supplemental support from three additional funds:

Federal Equitable Sharing Forfeiture Fund

Through this program, the Department of Justice distributes an equitable share of forfeited property and proceeds to participating state and local law enforcement agencies that directly participate in an investigation or prosecution that result in a federal forfeiture. The funds are for use by the law enforcement agency to enhance law enforcement operations not otherwise available through general funding sources.

State Law Enforcement Forfeiture Trust Fund

Florida State Statute 932.7055 was established to allow law enforcement agencies to seize and forfeit any contraband assets that have been used in the commissions of felonies. This includes vehicles, vessels, aircraft, real property, cash or any other item of value. After a final legal settlement or judgment is obtained, the cash or proceeds from the sale of the seized items go into the Law Enforcement Forfeiture Trust Fund account for use by the law enforcement agency. Like the federal forfeiture funds, these state-authorized forfeiture funds are designed to enhance law enforcement operations not otherwise available through general funding sources.

Police Training & Education Fund

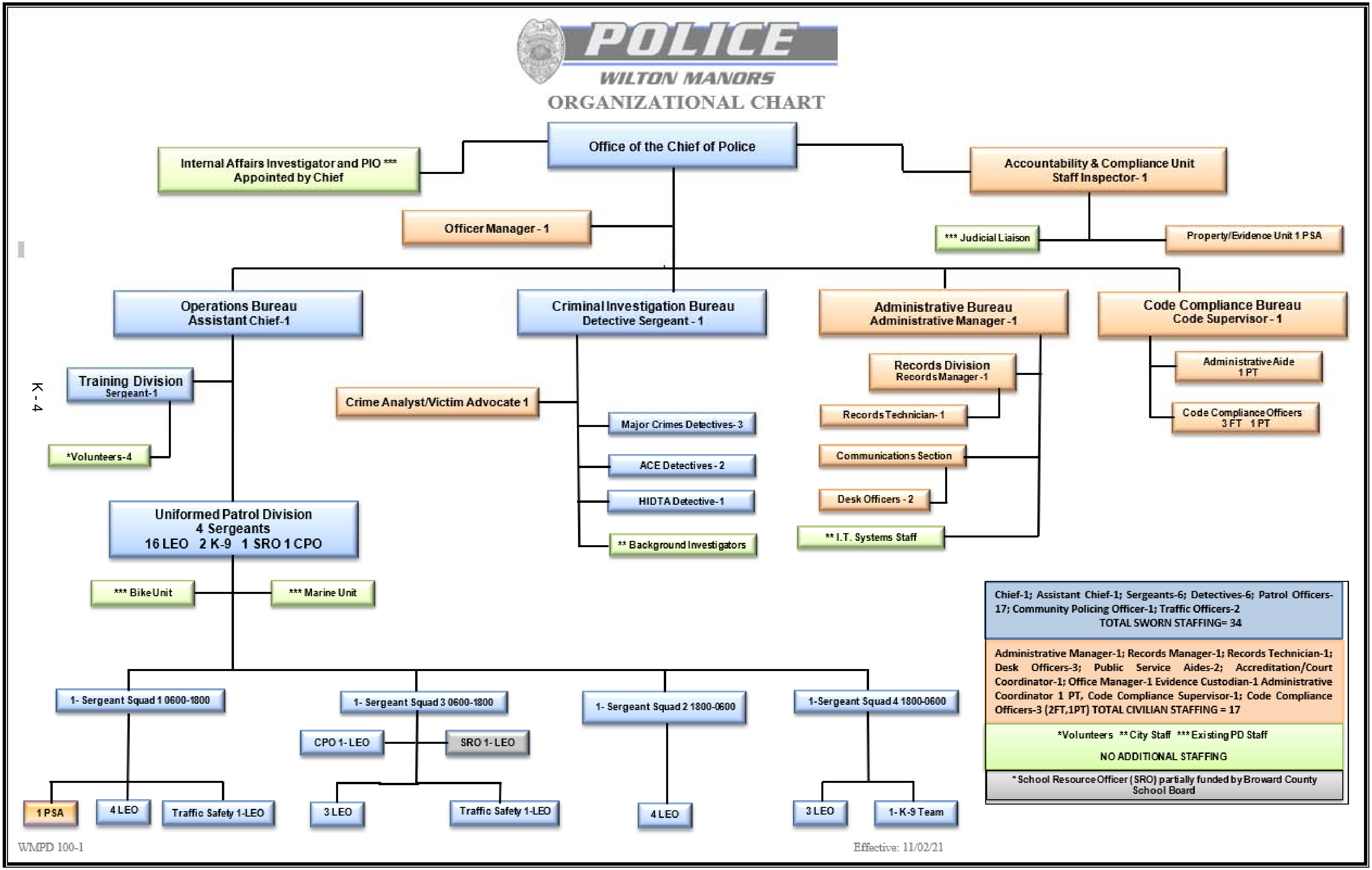
Florida State Statute 938.15 provides funding for criminal justice education degree programs and training courses, including basic recruit training, for their respective officers and employing agency support personnel, provided such education degree programs and training courses are approved by the employing agency administrator. The source of this funding comes from a surcharge on traffic citations.

Additionally the Police Department actively seeks all available grant funding.

Department's Core Operational Mission and Key Roles and Functions

The Mission Statement of the Wilton Manors Police Department is *"Policing with a Passion for Our Profession and with Compassion for Those We Serve."* To maintain our focus on this Mission Statement the Wilton Manors Police Department continuously strives to obtain and maintain a fully staffed, well trained and fully accredited Department. Our emphasis has been and will continue to be on training and retaining our personnel as well as providing competent and professional law enforcement services to the members of our community.

The WMPD is charged with providing public safety, code compliance and administrative services to the members of our community through proactive and innovative measures. We accomplish these tasks via the five main components of our Agency: The Office of the Chief, Operations Division, Criminal Investigations Division, Code Compliance Division and Administrative Division. Through these divisions we continuously endeavor to provide outstanding customer service to our residents and visitors alike.


POLICE
WILTON MANORS
ORGANIZATIONAL CHART
Office of the Chief of Police
Internal Affairs Investigator and PIO *** Appointed by Chief
Accountability & Compliance Unit Staff Inspector- 1
Officer Manager - 1
*** Judicial Liaison
Property/Evidence Unit 1 PSA
Operations Bureau Assistant Chief-1
Criminal Investigation Bureau Detective Sergeant - 1
Administrative Bureau Administrative Manager -1
Code Compliance Bureau Code Supervisor - 1
Training Division Sergeant-1
*Volunteers-4
Crime Analyst/Victim Advocate 1
Major Crimes Detectives- 3
ACE Detectives - 2
HIDTA Detective-1
** Background Investigators
Records Division Records Manager -1
Records Technician- 1
Communications Section
Desk Officers - 2
** I.T. Systems Staff
Administrative Aide 1 PT
Code Compliance Officers 3 FT 1 PT
Uniformed Patrol Division 4 Sergeants 16 LEO 2 K-9 1 SRO 1 CPO
*** Bike Unit
*** Marine Unit
1- Sergeant Squad 1 0600-1800
1- Sergeant Squad 3 0600-1800
1- Sergeant Squad 2 1800-0600
1-Sergeant Squad 4 1800-0600
CPO 1- LEO
SRO 1- LEO
1 PSA
4 LEO
Traffic Safety 1-LEO
3 LEO
Traffic Safety 1-LEO
4 LEO
3 LEO
1- K-9 Team
Chief-1; Assistant Chief-1; Sergeants-6; Detectives-6; Patrol Officers-17; Community Policing Officer-1; Traffic Officers-2
TOTAL SWORN STAFFING= 34
Administrative Manager-1; Records Manager-1; Records Technician-1; Desk Officers-3; Public Service Aides-2; Accreditation/Court Coordinator-1; Office Manager-1 Evidence Custodian-1 Administrative Coordinator 1 PT, Code Compliance Supervisor-1; Code Compliance Officers-3 (2FT,1PT) TOTAL CIVILIAN STAFFING = 17
*Volunteers **City Staff ***Existing PD Staff
NO ADDITIONAL STAFFING
* School Resource Officer (SRO) partially funded by Broward County School Board
WMPD 100-1
Effective: 11/02/21

DEPARTMENTAL BUDGET SUMMARY
POLICE DEPARTMENT
GENERAL FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 3,654,924	$ 3,828,498	$ 3,933,372
Personnel Benefits	2,704,656	2,629,702	2,737,643
Operating Expenditures	332,147	449,547	517,475
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 6,691,727	$ 6,907,747	$ 7,188,490

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Chief of Police	1.00	1.00	1.00	1.00
Deputy Chief of Police	1.00	1.00	1.00	1.00
Sergeant	6.00	6.00	6.00	6.00
Detective	6.00	6.00	6.00	6.00
Police Officer	17.00	17.00	17.00	17.00
Community Policing Officer	1.00	1.00	1.00	1.00
School Resource Officer	1.00	1.00	1.00	1.00
Traffic Enforcement Officer	2.00	2.00	2.00	2.00
Total Sworn	35.00	35.00	35.00	35.00
Administrative Manager	1.00	1.00	1.00	1.00
Accreditation Coordinator	1.00	1.00	1.00	1.00
Police Aide / Road Duties	2.00	2.00	2.00	2.00
Police Aide / Desk Officer	3.00	3.00	3.00	3.00
Records Manager / Criminal Analyst	1.00	1.00	1.00	1.00
Records Technician	1.00	1.00	1.00	1.00
Administrative Coordinator	2.00	2.00	2.00	2.00
Code Compliance Supervisor	1.00	1.00	1.00	1.00
Code Compliance Officer	3.00	3.00	3.00	3.00
Total Non-Sworn Full Time	15.00	15.00	15.00	15.00
Part Time Investigative Aide	0.00	0.00	0.00	0.00
Part Time Code Compliance Officer	1.00	0.70	1.00	0.70
Part Time Code Compliance Admin. Asst.	1.00	0.70	1.00	0.70
Total Non-Sworn Part Time	2.00	1.40	2.00	1.40
Total Non-Sworn	17.00	16.40	17.00	16.40
POLICE TOTALS	52.00	51.40	52.00	51.40

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5221 - POLICE SWORN							
1	PERSONNEL WAGES							1
2	001-5221-5121.000	Salaries - Full Time	2,528,144	2,547,709	2,547,709	1,463,437	**2,547,972**	2
3	001-5221-5131.000	Salaries - Part Time	0	0	0	0	**0**	3
4	001-5221-5141.000	Overtime	240,806	240,000	240,000	163,731	**259,170**	4
5	001-5221-5142.000	O/T Traffic Enforcement	0	0	0	45	**0**	5
6	001-5221-5151.000	Cellular Phone Stipend	12,945	12,060	12,060	6,465	**11,520**	6
7	001-5221-5153.000	Assignment Pay	62,320	56,419	56,419	31,927	**55,819**	7
8	001-5221-5156.000	Academic Incentive Pay	26,000	25,560	25,560	13,830	**24,512**	8
9	001-5221-5157.000	Tax Equity Stipends	0	0	0	0	**0**	9
10	001-5221-5152.000	PBA Longevity Pay	1,665	13,925	13,925	0	**12,625**	10
11	001-5221-5158.000	Local Residency Stipend	11,750	12,000	12,000	5,250	**9,000**	11
12	PERSONNEL WAGES		2,883,630	2,907,673	2,907,673	1,684,685	**2,920,618**	12
13								13
14	PERSONNEL BENEFITS							14
15	001-5221-5211.000	FICA	201,059	188,231	188,231	124,394	**188,769**	15
16	001-5221-5211.005	FICA Part Time	0	0	0	0	**0**	16
17	001-5221-5221.000	Pension - WM	943,009	915,430	915,430	915,430	**885,594**	17
18	001-5221-5222.000	Pension - FRS	629,780	481,956	481,956	398,533	**714,809**	18
19	001-5221-5224.001	Unemployment Comp Reimburse	(8,070)	0	0	0	**0**	19
20	001-5221-5231.000	Life & Health Insurance	491,784	406,951	406,951	322,077	**484,997**	20
21	001-5221-5232.000	Insurance Opt-Out	2,300	2,400	2,400	500	**1,200**	21
22	PERSONNEL BENEFITS		2,259,862	1,994,968	1,994,968	1,760,934	**2,275,369**	22
23								23
24	**Totals for dept 5221 - POLICE SWORN**		**5,143,492**	**4,902,641**	**4,902,641**	**3,445,619**	**5,195,987**	24

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5222 - POL NON-SWORN							
1	PERSONNEL WAGES							1
2	001-5222-5121.000	Salaries - Full Time	705,278	823,980	823,980	489,794	**909,245**	2
3	001-5222-5131.000	Salaries - Part Time	31,970	57,736	57,736	16,051	**29,213**	3
4	001-5222-5141.000	Overtime	26,328	25,000	25,000	22,249	**66,126**	4
5	001-5222-5151.000	Cellular Phone Stipend	2,575	3,450	3,450	1,400	**2,220**	5
6	001-5222-5152.000	PBA Longevity Pay	875	3,300	3,300	0	**3,650**	6
7	001-5222-5153.000	Assignment Pay	3,455	6,609	6,609	3,900	**2,300**	7
8	001-5222-5157.000	Tax Equity Stipends	813	750	750	250	**0**	8
9	PERSONNEL WAGES		771,294	920,825	920,825	533,644	**1,012,754**	9
10								10
11	PERSONNEL BENEFITS							11
12	001-5222-5211.000	FICA	63,888	61,967	61,967	37,684	**68,278**	12
13	001-5222-5211.005	FICA - Part Time	2,500	4,417	4,417	1,228	**2,235**	13
14	001-5222-5221.000	Pension - WM	117,407	107,005	107,005	107,005	**105,153**	14
15	001-5222-5222.000	Pension - FRS	80,418	245,359	245,359	59,148	**116,163**	15
16	001-5222-5231.000	Life & Health Insurance	179,681	215,986	215,986	130,020	**169,245**	16
17	001-5222-5232.000	Insurance Opt Out	900	0	0	700	**1,200**	17
18	PERSONNEL BENEFITS		444,794	634,734	634,734	335,785	**462,274**	18
19								19
20	OPERATING EXPENDITURES							20
21	001-5222-5311.000	Professional Services	31,935	42,229	42,229	25,595	**62,510**	21
22	001-5222-5341.000	Contractual Services	45,885	58,849	58,849	28,694	**60,211**	22
23	001-5222-5401.000	Meetings & Conferences	595	10,367	10,367	3,987	**9,773**	23
24	001-5222-5411.000	Telephone	11,720	9,254	9,254	7,271	**11,326**	24
25	001-5222-5412.000	Postage	4,240	6,000	6,000	5,153	**7,000**	25
26	001-5222-5441.000	Equipment Rental	10,658	10,000	10,000	0	**2,500**	26
27	001-5222-5462.000	Equipment Maint-Repair	7,029	11,000	11,000	5,760	**15,306**	27
28	001-5222-5463.000	Vehicle Maint-Repair	43,886	50,875	50,875	31,174	**50,875**	28
29	001-5222-5464.000	Vehicle Operation-Fuel	57,063	98,120	98,120	57,412	**120,764**	29
30	001-5222-5465.000	Copy Machine	7,741	11,842	11,842	7,633	**11,842**	30
31	001-5222-5471.000	Printing & Binding	4,228	5,563	5,563	999	**5,563**	31
32	001-5222-5490.002	Code Violation Expenses	587	960	960	602	**960**	32
33	001-5222-5491.000	City Hall Indirect Charges	0	0	0	0	**0**	33
34	001-5222-5495.000	Investigative Expense	5,951	6,850	6,850	3,998	**6,929**	34
35	001-5222-5521.000	Operating Supplies	47,496	42,585	49,302	38,441	**62,931**	35
36	001-5222-5524.000	Uniforms & Clothing	20,758	31,497	36,944	16,788	**43,587**	36
37	001-5222-5541.000	Subs, Memberships, Dues	9,665	12,877	12,877	8,034	**14,192**	37
38	001-5222-5542.000	Training/Education	21,603	26,600	26,600	26,420	**29,291**	38
39	001-5222-5543.000	Books & Manuals	1,107	1,915	1,915	423	**1,915**	39
40	OPERATING EXPENDITURES		332,147	437,383	449,547	268,384	**517,475**	40
41								41
42	**Totals for dept 5222 - POL NON-SWORN**		**1,548,235**	**1,992,942**	**2,005,106**	**1,137,813**	**1,992,503**	42

DEPARTMENTAL BUDGET SUMMARY
FEDERAL POLICE LAW ENFORCEMENT FORFEITURE TRUST FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	-	10,300	17,800
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers		-	-
TOTAL DEPARTMENT COST	$ -	$ 10,300	$ 17,800

DEPARTMENTAL BUDGET SUMMARY
POLICE TRAINING AND EDUCATION FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	983	6,590	1,000
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 983	$ 6,590	$ 1,000

DEPARTMENTAL BUDGET SUMMARY
POLICE STATE LAW ENFORCEMENT FORFEITURE TRUST FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	38,446	12,500	16,500
Capital	-	93,767	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 38,446	$ 106,267	$ 16,500

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Fund 158 - FEDERAL POLICE FORFEITURE FUND						
Dept 5221 - POLICE SWORN						
OPERATING EXPENDITURES						
158-5221-5582.000	Contributions	0	10,300	10,300	1,000	**17,800**
OPERATING EXPENDITURES		0	10,300	10,300	1,000	**17,800**
CAPITAL						
158-5221-5641.000	Capital Outlay	0	0	0	0	**0**
CAPITAL		0	0	0	0	**0**
Totals for dept 5221 - POLICE SWORN		**0**	**10,300**	**10,300**	**1,000**	**17,800**
TOTAL FEDERAL POLICE FORFEITURE FUND EXPENDITURES		**0**	**10,300**	**10,300**	**1,000**	**17,800**
Fund 161 - POLICE TRAINING/EDUCATION						
Dept 5221 - POLICE SWORN						
OPERATING EXPENDITURES						
161-5221-5542.000	Training/Education	983	1,000	1,000	175	**1,000**
161-5221-5991.000	Contingency - Fund Balance	0	5,590	5,590	0	**0**
OPERATING EXPENDITURES		983	6,590	6,590	175	**1,000**
Totals for dept 5221 - POLICE SWORN		**983**	**6,590**	**6,590**	**175**	**1,000**
TOTAL POLICE TRAINING/EDUCATION FUND EXPENDITURES		**983**	**6,590**	**6,590**	**175**	**1,000**
Fund 165 - STATE POLICE FORFEITURE FUND						
APPROPRIATIONS						
Dept 5221 - POLICE SWORN						
OPERATING EXPENDITURES						
165-5221-5301.006	Confiscated Expenditure	33,146	0	0	2,692	**0**
165-5221-5582.000	Contributions	5,300	12,500	12,500	9,800	**16,500**
OPERATING EXPENDITURES		38,446	12,500	12,500	12,492	**16,500**
CAPITAL						
163-5441-5641.000	Capital Outlay	0	93,767	93,767	1,881	**0**
CAPITAL		0	93,767	93,767	1,881	**0**
Totals for dept 5221 - POLICE SWORN		**38,446**	**106,267**	**106,267**	**14,373**	**16,500**
TOTAL STATE POLICE FORFEITURE FUND EXPENDITURES		**38,446**	**106,267**	**106,267**	**14,373**	**16,500**

CITY OF WILTON MANORS
Fiscal Year 2022-23
NEW OPERATING PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023
	Operating Projects	
	Non-Sworn Police - 5222	
1	BlazePOD	$995
2	DefTec250	$1,053
3	Purge Property Room OT	$49,684
4	Scheduling Software	$3,000
3		
4	**Total Information Technology**	**$54,732**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/15/2022

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project: 0

Accounting String: 001-5222-5521.000

Provide a Detailed Descripton of the Project BlazePOD

Purchase BlazePOD Professional Bundle. This bundle comes with 12 interactive LED light pods used for scenario based training. This training allows instructors to place these LED lights in different locations and allow them to control which one lights up and observe the student interact with the LED light. This type of training allows instructors to manipulate the student's attention and make sure the student is always evaluating situations and correctly reacting to that change.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The purchase of this bundle will provide firearms instructors a tool to implement/use with firearms training that is conducted a minimum once annually. This training is essential when it comes to real life scenario-based training, providing officers to win a deadly encounter, or prevent a deadly encounter by deciding not to discharge their firearm. The bundle comes with 12 units which can all be used for one officer, or instructors can allow for multiple officers to enter a scenario to practice discretionary shooting drills. This type of training is utilized in an effort to not create a training scar.

Explain any Recurring Operating Costs

No recurring costs associated with this purchase.

Alignment to Strategic Plan

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2022-23	BlazePOD Professional Bundle			995		995
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$995	$0	$995
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$0	$995	$0	$995
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$995	$0	$995
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs — N\A
Manager IT — Date

Staffing Needs — N\A
Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N\A

Internal Rate of Return N\A

Net Present Value N\A

Finance Director — 3/30/22 Date

City Manager Use Only

Add to Recommended Budget — Yes [ ] No [ ]

City Manager — 6/27/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department

Police

Date Completed

2/22/2022

	Yes	No
Is this a capital request?	F	X

Number of Residents to be Served by this Project

13,000

Accounting String

Provide a Detailed Descripton of the Project DefTec 250

The purchase of the DefTec 250 shot training kit is required to train new officers and recertify officers who are already certified annually to be able to carry/utilize department owned 40mm less lethal tool. This kit is required to recertify 32 sworn officers. This reloadable training kit allows officers to practice loading, sighting, trigger pull and range estimate at a fraction of the cost of tactical rounds. This kit allows realistic training to be conducted at a fraction of the cost of using operational rounds. The unique reloadable projectile design closely simulates the flight trajectory of the eXact and Direct Impact munitions withpropulsion inserts to ensure consistent velocities for accurate training.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The training kit provides WMPD with the equipment to train/re-train officers in the use of the 40mm less than lethal tool. This tool provides officers on calls for service another tool to gain compliance from subjects in a manner that protects both the officer and the subject it is used on. This training is imperative and is required to keep officers certified in a less than lethal tool. This training is required to be completed annually.

Explain any Recurring Operating Costs

The purchase of this kit will most likely be done on an annual basis, depending on how many new and recertifications are completed annually.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability (2) Support Proactive Public Safety

Cost Analysis

FY	Description	001 - Operating Fund: Salaries/Benefits	001 - Operating Fund: Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$0	$0
Recurring Costs						
22/23	40mm Training Kit			1,053		1,053
23/24	40mm Training Kit			1,053		1,053
24/25	40mm Training Kit			1,053		1,053
25/26	40mm Training Kit			1,053		1,053
26/27	40mm Training Kit			1,053		1,053
	Total Proposed Recurring Costs	$0	$0	$5,263	$0	$5,263
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$5,263	$0	$5,263
	Cost per Resident Served	$0	$0	$0	$0	$0

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$5,263	$0	$5,263
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 3/30/22 Date

City Manager Use Only

Add to Recommended Budget Yes ✓ No

City Manager 4/27/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/15/2022

Is this a capital request? Yes: | No: X

Number of Residents to be Served by this Project: 13,000

Accounting String: 001-5221-5141.000/001-5222-5141.000/001-5222-5521.000

Provide a Detailed Description of the Project Purge Property Rm OT

Utilizing budgeted overtime, the department will create a Task Force whose mission would be to purge all property & evidence older than seven (7) years with the exception of open homicides and sexual assault cases. The Task Force would consist of the current property & evidence custodian, the accreditation coordinator who oversees the property and evidence function, one Public Safety Aide and one Detective to work one, eight (8) hour day per payroll period researching and obtaining the required approvals for evidence disposition. Once all the appropriate approvals have been acquired, the task force would then be responsible to purge all evidence and found property approved for disposition in accordance with all Florida State Statutes. Currently the agency utilizes cardboard "banker boxes" to hold and store evidence on shelving installed during the construction of the current facility. The boxes are open, worn from constant retrieval and are in need of reinforcing to meet the required level of security for high liability items. The accreditation coordinator will secure plastic storage bins with lids that can be secured to contamination of the contents by atmospheric conditions such as humidity and moisture and will enhance the security and preservation of the items stored within.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The primary mission of the Property & Evidence Unit of the Wilton Manors Police Department is to identify, collect, process, safeguard, maintain and dispose of within applicable federal, state and local laws, and to do so in the safest and most effective manner, allowing for the preservation of such evidence and property. For the 4-year period of January 1, 2017 to December 31. 2020, the department has taken into custody 9,409 articles of evidence and/or found property which equates to an annual average of 2,352, much of which remains under our care and custody today. Best practices and CFA standards dictate that high liability items such as firearms, narcotics, cash and precious metals require an additional layer of security. The department currently has a backlog of 15,890 pieces of property & evidence, more than half of which date back to the early 1990's. This total does not include 43 open homicide and sexual assault cases which by Florida law must be maintained indefinitely. The current property vault is at capacity and without a significant purge will force the department to seek alternative storage solutions which may not comply with accreditation standards or industry best practices without additional long-term costs being incurred such as rent, additional security measures, and labor costs.

Explain any Recurring Operating Costs

It is estimated that it will take at a minimum two (2) years to bring the total inventory of the property vault to an acceptable level of less than 11,000 pieces of evidence and found property on hand and maintain or reduce those levels going forward.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government (1) Identify Operational Efficiencies and Improvements for City Departments and Programs

Cost Analysis

FY	Description	001 - Operating Fund: Salaries/Benefits	001 - Operating Fund: Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23	Overtime Non-Sworn 624 hrs. @ 42.03 pr hr	26,227				26,227
22/23	Overtime Sworn 208 hrs. @ 53.99 pr hr.	11,230				11,230
22/23	Overtime Benefits Non-Sworn @ 18.65%	4,891				4,891
22/23	Overtime Benefits Sworn @ 33.65%	3,779				3,779
22/23	300 Plastic Bins 14.1 x 7.99 x 4.53 inches		1,194			1,194
22/23	60 Plastic Bins 16.49 x 10.98 x 6.53 inches		2,363			2,363
	Total Non-Recurring Costs	**$46,127**	**$3,557**	**$0**	**$0**	**$49,684**
Recurring Costs						
23/24	Overtime Non-Sworn 624hours @ 43.30 pr hr.	27,019				27,019
23/24	Overtime Sworn 208 hrs.@ 56.69 pr hr.	11,791				11,791
23/24	Overtime Benefits Non-Sworn @ 18.65%	5,039				5,039
23/24	Overtime Benefits Sworn @ 33.65%	3,968				3,968
						0
	Total Proposed Recurring Costs	**$47,817**	**$0**	**$0**	**$0**	**$47,817**
	Recurring Cost per Resident Served	**$4**	**$0**	**$0**	**$0**	**$4**
	Total Costs	**$93,944**	**$3,557**	**$0**	**$0**	**$97,501**
	Cost per Resident Served	**$7**	**$0**	**$0**	**$0**	**$8**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$93,944	$3,557	$0	$0	$97,501
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT — Date

Staffing Needs

Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 3/30/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager — Date 4/27/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Police

Date Completed
2/9/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project
13,000

Accounting String 001-5117-5490.007

Provide a Detailed Descripton of the Project Scheduling Software

The police department is looking to acquire a cloud-based scheduling software that would streamline scheduling, enhance communication, and improve accuracy in our payroll system. The scheduling software should be able to automate time off requests and approvals, manage and track open shifts, overtime, and special assignments, schedule court appearances, integrate with ADP Payroll software (at no additional costs to ADP), share important information quickly through mobile blasts, store employee information to ensure employees are qualified for special assignments.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The police department currently utilizes Excel for its scheduling. This dated process is extremely time consuming and allows for multiple errors and discrepancies to occur. A police departments scheduling can be extremely complex as there are multiple assigned shifts, several overtime codes, court appearances, and minimum staffing requirements. The accuracy of scheduling is extremely important as this information is essential to our daily operations and for communication with our regional dispatch system.

Explain any Recurring Operating Costs

This would be billed as an annual subscription.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government (1) Identify Operational Efficiencies and Improvements for City Departments and Programs
(3) Enhance Internal and External Communication

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$0	$0
Recurring Costs						
22/23	Annual Subscription fee		3,000			3,000
23/24	Annual Subscription fee		3,000			3,000
24/25	Annual Subscription fee		3,000			3,000
25/26	Annual Subscription fee		3,000			3,000
26/27	Annual Subscription fee		3,000			3,000
	Total Proposed Recurring Costs	$0	$15,000	$0	$0	$15,000
	Recurring Cost per Resident Served	$0	$1	$0	$0	$1
	Total Costs	$0	$15,000	$0	$0	$15,000
	Cost per Resident Served	$0	$1	$0	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$15,000	$0	$0	$15,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs
____
Manager IT **Date**

Staffing Needs
N|A
Director Human Resources **Date**

Approval to Submit to Finance
____
Department Head **Date**

Finance Director Use Only

Pay Back Period N|A
Internal Rate of Return N|A
Net Present Value N|A

3/30/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget

Yes	No
✓	

4/27/22
City Manager **Date**

COMMUNITY DEVELOPMENT SERVICES DEPARTMENT

The Community Development Services Department is responsible for improving the quality of life for all City residents, businesses and visitors through a high level of customer service and professional environment. The Department encompasses four (4) Divisions which include the Business / Development Division, Construction Services Division, Neighborhood Planning Division and Fire Division.

The Business Development Division assists new and existing businesses to thrive and seeks to market the City of Wilton Manors as a stable residential community and destination for visitors. The Division is responsible for processing business tax receipts, residential rental licenses and vacation rental registrations. The Community Development Services Supervisor is part of the Business Development Division.

The Construction Services Division is responsible for the administration of the Florida Building Code, National Fire Prevention code, and City regulations, issuance of building permits and job-site inspections. The Permit Technician(s) and Building Plans Review and Inspection provider are part of the Construction Services Division.

The Neighborhood Planning Division implements creative solutions to improve the quality of life for all City residents, businesses, and visitors. Through the City's Unified Land Development Regulations, the Comprehensive Plan and neighborhood improvement programs, the Neighborhood Planning Division strives for a multi-generational and sustainable community and promotes environmentally friendly programs and processes. The Division also provides administrative support to the City's Development Review Committee (DRC) and the Planning and Zoning Board (PZB). The Planner and Community Planning Technician are part of the Neighborhood Planning Division.

The Fire Division is responsible for the administration of the fire code through inspections and provides fire cause and origin investigation services in coordination with the State Fire Marshal, and provides fire public safety education. The Fire Marshal, Fire Inspector, and Fort Lauderdale Fire Department are part of the Fire Division.

Department's Core Operational Mission and Key Roles and Functions

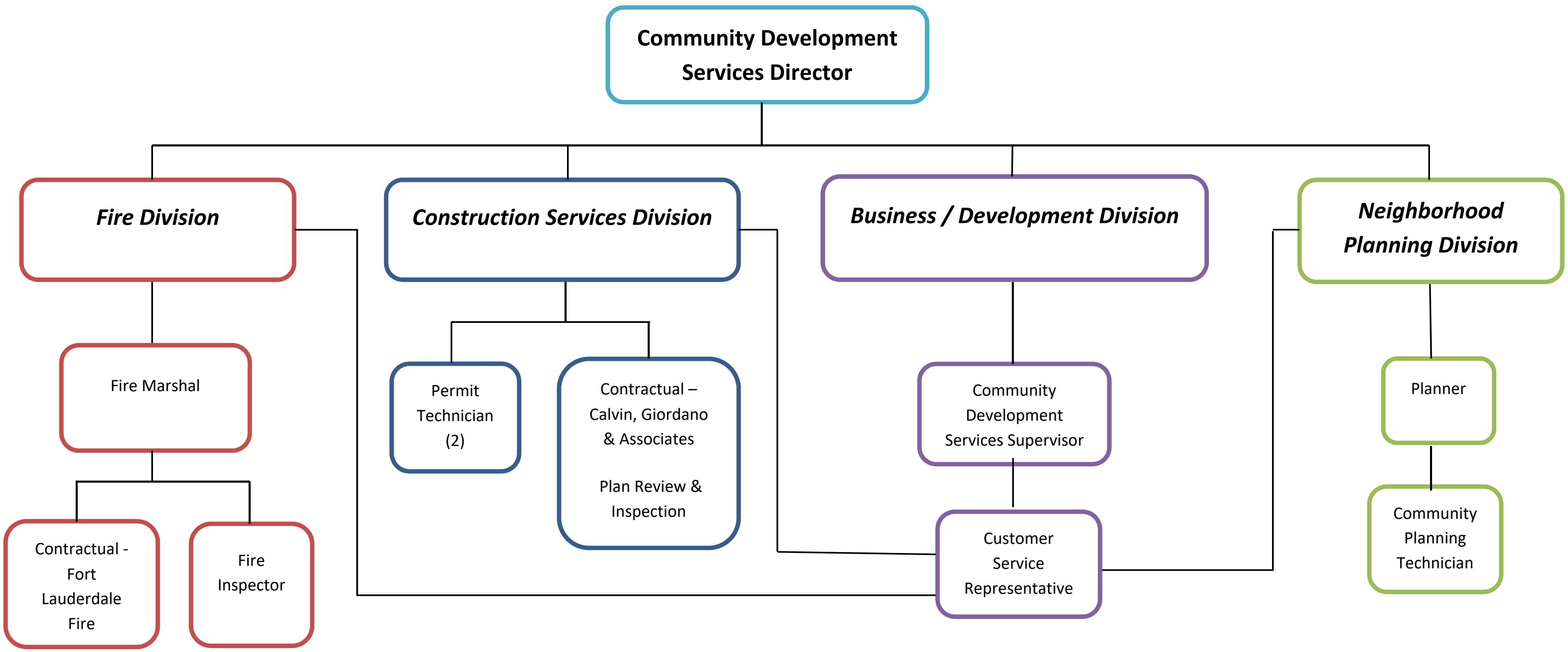
The Goals of the Community Development Services Department are reflected in the Department's Mission Statement:

> *Community Development Services is a customer focused department that facilitates investment in the City in order to create a balanced, sustainable community that enhances the overall quality of life for our residents, business owners and visitors.*

With this as the department’s guiding principle, the staff continues to:

- Implement creative solutions to continue to improve the quality of life for residents, businesses, and visitors;
- Promote environmentally friendly programs and processes;
- Strive for a multi-generational friendly community; and
- Improve internal Departmental operations and customer service.

COMMUNITY DEVELOPMENT SERVICES DEPARTMENT



DEPARTMENTAL BUDGET SUMMARY
COMMUNITY DEVELOPMENT SERVICES DEPARTMENT

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 341,118	$ 390,847	$ 435,531
Personnel Benefits	163,732	189,174	216,704
Operating Expenditures	765,298	1,023,246	687,976
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 1,270,148	$ 1,603,267	$ 1,340,211

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Director of Community Development Services (a)	0.80	0.80	0.80	0.80
Fire Marshal (a)	0.10	0.10	0.10	0.10
City Planner	1.00	1.00	1.00	1.00
Community Planning Technician (a)	0.90	0.90	0.90	0.90
Community Development Services Supervisor	0.80	0.80	0.80	0.80
Customer Service Representative (a)	0.90	0.90	0.90	0.90
Permit Technician (a)	1.80	1.80	1.80	1.80
Total Full Time	6.30	6.30	6.30	6.30
COMMUNITY DEVELOPMENT SERVICES TOTALS	6.30	6.30	6.30	6.30

(a) Payroll costs are allocated between the Community Development Services Department and the Fire Assessment Fund

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5224 - COMMUNITY DEVELOPMENT							
1	PERSONNEL WAGES							1
2	001-5224-5121.000	Salaries - Full Time	339,242	388,818	388,818	221,706	**433,625**	2
3	001-5224-5141.000	Overtime	508	733	733	465	**538**	3
4	001-5224-5151.000	Cellular Phone Stipend	1,368	1,296	1,296	912	**1,368**	4
5	001-5224-5153.000	Assignment Pay	0	0	0	0	**0**	5
6	PERSONNEL WAGES		341,118	390,847	390,847	223,083	**435,531**	6
7								7
8	PERSONNEL BENEFITS							8
9	001-5224-5211.000	FICA	24,413	29,041	29,041	16,613	**32,492**	9
10	001-5224-5221.000	Pension - WM	49,609	49,296	49,296	49,296	**47,960**	10
11	001-5224-5222.000	Pension - FRS	49,682	60,021	60,021	35,416	**72,829**	11
12	001-5224-5231.000	Life & Health Insurance	37,028	47,816	47,816	38,727	**62,343**	12
13	001-5224-5232.000	Insurance Opt-Out	3,000	3,000	3,000	1,200	**1,080**	13
14	PERSONNEL BENEFITS		163,732	189,174	189,174	141,252	**216,704**	14
15								15
16	OPERATING EXPENDITURES							16
17	001-5224-5311.000	Professional Services	122,541	302,500	509,585	82,372	**119,500**	17
18	001-5224-5341.000	Contractual Services	616,134	480,000	480,000	92,281	**534,500**	18
19	001-5224-5401.000	Meetings & Conferences	0	1,000	1,000	0	**1,500**	19
20	001-5224-5411.000	Telephone	3,185	2,911	2,911	2,338	**3,826**	20
21	001-5224-5412.000	Postage	4,570	5,000	5,000	1,762	**3,900**	21
22	001-5224-5462.000	Equipment Maint-Repair	815	0	0	0	**0**	22
23	001-5224-5465.000	Copy Machine	7,451	6,500	6,500	4,271	**6,500**	23
24	001-5224-5471.000	Printing & Binding	2,056	3,500	3,500	2,033	**3,500**	24
25	001-5224-5483.000	Economic Development	0	0	0	0	**0**	25
26	001-5224-5490.008	Licenses & Permit Fees	86	0	0	0	**0**	26
27	001-5224-5511.000	Office Supplies	5,502	5,000	5,000	1,485	**5,000**	27
28	001-5224-5521.000	Operating Supplies	1,946	3,000	3,000	991	**3,000**	28
29	001-5224-5524.000	Uniforms & Clothing	500	1,500	1,500	790	**1,500**	29
30	001-5224-5541.000	Subs, Memberships, Dues	512	3,250	3,250	1,123	**3,250**	30
31	001-5224-5542.000	Training/Education	0	1,250	1,250	0	**1,250**	31
32	001-5224-5543.000	Books & Manuals	0	750	750	0	**750**	32
33	OPERATING EXPENDITURES		765,298	816,161	1,023,246	189,446	**687,976**	33
34								34
35	**Totals for dept 5224 - COMMUNITY DEVELOPMENT**		**1,270,148**	**1,396,182**	**1,603,267**	**553,781**	**1,340,211**	35

CITY OF WILTON MANORS
FISCAL YEAR 2022-23
NEW OPERATING PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023
	Operating Projects	
	Community Development Services - 5224	
1	Advertising for Citywide Devlopment	$50,000
2	Five (5) Citizen Users	$7,500
3	Cultural Resource Assessment	$40,000
3		
4	**Total Information Technology**	**$97,500**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Community Development Services

Date Completed
2-Mar-22

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project
12,500

Accounting String 001-5224-5311.000

Provide a Detailed Descripton of the Project
Advertisement of City wide development initiatives.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
City initiated development projects, including land use applications, rezonings, site plans, require advertisement and public notice pursuant to the City's Code of Ordinances. Based on previous direction provided by the City Commission, large public notice signs are required to be posted for City initiated development projects to ensure transpaency and adherance to the City's Codes and State Statutes. The advertisements would include large board signs, notice mailings, and newspaper advertisements of City initiated projects. Legal advertisement for public hearings is required by Article 70 of the City's Unified Land Development Regulations.

Explain any Recurring Operating Costs
Replish supplies, mailing costs, and newspaper ads.

Alignment to Strategic Plan
Goal C: Enhance Quality of Life and Livability and Goal D: Cultivate Efficient and High Performing Government.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2022-2023	Professional		50,000			50,000
						0
						0
						0
						0
Total Non-Recurring Costs		$0	$50,000	$0	$0	$50,000
Recurring Costs						
						0
2023-2024	Professional		30,000			30,000
2024-2025	Professional		30,000			30,000
2025-2026	Professional		30,000			30,000
2026-2027	Professional		30,000			30,000
Total Proposed Recurring Costs		$0	$120,000	$0	$0	$120,000
Recurring Cost per Resident Served		$0	$10	$0	$0	$10
Total Costs		$0	$170,000	$0	$0	$170,000
Cost per Resident Served		$0	$14	$0	$0	$14

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$170,000	$0	$0	$170,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

4/7/22
Finance Director **Date**

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

6/27/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department

Community Development Services

Date Completed

2-Mar-22

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project

12,500

Accounting String 001-5224-5341.000

Provide a Detailed Descripton of the Project

Additional five (5) CitizenServe Users.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The Community Development Services Department utilizes CitizenServe for the processing of building permits and licensing. The City changed building service providers on December 1, 2022. Based on the new contract, the service provider has requested additonal users to ensure plan review can be completed effectively, efficiently and in a timely manner. Additional users would provide additional plan reviewers access to review, comment and approve building permits. It is necessary to have individual users to track plan review and any changes within CitizenSErve.

Explain any Recurring Operating Costs

Annual renewal with CitizenServe would include these fees for the users. The recurring costs identified in this spreadsheet is solely for the additional users. Each user costs the City $1,500 annually.

Alignment to Strategic Plan

Goal D: Cultivate Efficient and High Performing Government.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2022-2023	Contractural		7,500			7,500
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$7,500	$0	$0	$7,500
Recurring Costs						
						0
2023-2024	Contractural		7,500			7,500
2024-2025	Contractural		7,500			7,500
2025-2026	Contractural		7,500			7,500
2026-2027	Contractural		7,500			7,500
	Total Proposed Recurring Costs	$0	$30,000	$0	$0	$30,000
	Recurring Cost per Resident Served	$0	$2	$0	$0	$2
	Total Costs	$0	$37,500	$0	$0	$37,500
	Cost per Resident Served	$0	$3	$0	$0	$3

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$37,500	$0	$0	$37,500
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs

Manager IT Date

Staffing Needs

N/A

Director Human Resources Date

Approval to Submit to Finance

Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/7/22

Finance Director Date

City Manager Use Only

	Yes	No
Add to Recommended Budget		

6/27/22

City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Community Development Services

Date Completed
2-Mar-22

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project
12,500

Accounting String 001-5224-5311.000

Provide a Detailed Descripton of the Project

Cultural Resource Assessment Survey to locate and evaluate historic structures and sites.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Due to the adoption of Ordinance No. 2021-012 which provides regulations and oversight for the Historic Preservation Board, the City is required to conduct an assessment and determine which properties within the municipal boundaries are required to be designated as "historical". In additon to Ordinance No. 2021-012, the Goals, Objectives, & Policies located within the City's Housing Element of the Comprehensive Plan require an assessment survey to be conducted.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal C: Enhance Quality of Life and Livability

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2022-2023	Professional		40,000			40,000
2023-2024						0
2024-2025						0
2025-2026						0
2026-2027						0
	Total Non-Recurring Costs	**$0**	**$40,000**	**$0**	**$0**	**$40,000**
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$40,000**	**$0**	**$0**	**$40,000**
	Cost per Resident Served	**$0**	**$3**	**$0**	**$0**	**$3**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$40,000	$0	$0	$40,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 4/7/22 Date

City Manager Use Only

	Yes	No
Add to Recommended Budget		

City Manager 4/27/22 Date

EMERGENCY MEDICAL SERVICES

This Division details those expenditures associated with costs for the delivery of emergency medical services (paramedic/emergency medical technicians) to the residents and visitors of the City. These services are provided under contract with the City of Fort Lauderdale. These charges had been billed to the residents in prior years through a special assessment. Pursuant, however, to rulings by the courts, EMS services were deemed to be inappropriate for assessment through special assessment districts and for many years have been funded through the City's General Fund.

DEPARTMENTAL BUDGET SUMMARY
EMERGENCY MEDICAL SERVICES

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	1,078,073	1,489,950	1,558,846
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 1,078,073	$ 1,489,950	$ 1,558,846

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5226 - EMERGENCY MEDICAL							
1	OPERATING EXPENDITURES							1
2	001-5226-5341.000	Contractual Services	1,078,073	1,489,950	1,489,950	945,974	**1,558,846**	2
3	001-5226-5491.000	City Hall Indirect Charges	0	0	0	0	**0**	3
4	OPERATING EXPENDITURES		1,078,073	1,489,950	1,489,950	945,974	**1,558,846**	4
5								5
6	**Totals for dept 5226 - EMERGENCY MEDICAL**		**1,078,073**	**1,489,950**	**1,489,950**	**945,974**	**1,558,846**	6

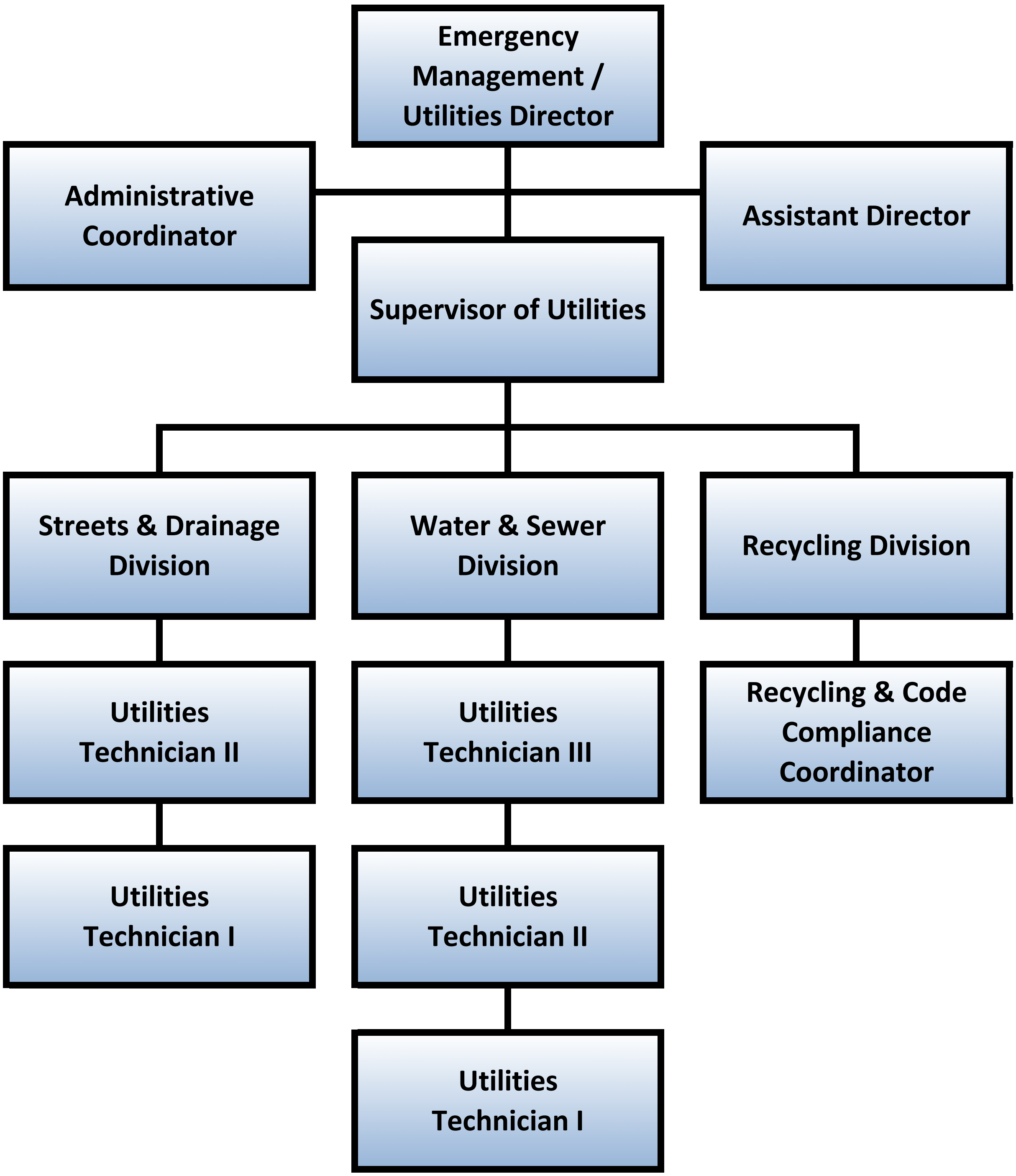
EMERGENCY MANAGEMENT/UTILITIES DEPARTMENT

The Emergency Management/Utilities Department is responsible for the water distribution network, the sanitary sewer collection system, traditional public works functions (such as the repair and maintenance of streets, sidewalks, and signs), drainage maintenance, administration of the recycling and solid waste contracts, plan review, various inspections, and emergency preparedness and response. A detailed description of these Emergency Management/Utilities Department responsibilities is listed under separate City funds (Recycling, Utilities, and Drainage Utility). The following is a program description of only the traditional public works functions:

Public Services Division

Streets, Signs, and Sidewalks - The street and sidewalk program provides for maintenance to the City's roads and walkways. Minor repairs to the streets, such as pothole patching or utility excavation repairs, are done in house. An asphalt overlay contractor performs street paving. Sidewalk repairs are done on an "as needed" basis. Additionally, this program encompasses the removal of debris within the City's right-of-ways and the repair/replacement of street signs. The streets program also includes the installation of striping, such as centerline, edge line, and stop bars. The budget for these street and sidewalk expenditures is shared with the Road Improvement Fund, and the employees performing these duties are assigned to the Emergency Management/Utilities Department. Part of the salary of the Emergency Management/Utilities Director is allocated to Public Services.

Emergency Management/Utilities



DEPARTMENTAL BUDGET SUMMARY
EMERGENCY MANAGEMENT & UTILITIES DEPARTMENT
PUBLIC SERVICES DIVISION

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 34,421	$ 34,554	$ 36,842
Personnel Benefits	22,217	19,569	19,138
Operating Expenditures	128,258	129,825	139,560
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 184,896	$ 183,948	$ 195,540

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Emergency Management & Utilities Director (a)	0.25	0.25	0.25	0.25
Total Full Time	0.25	0.25	0.25	0.25
PUBLIC SERVICES DIVISION TOTALS	0.25	0.25	0.25	0.25

(a) This position is allocated between the General Fund and the Water and Sewer Utilities Fund.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Dept 5440 - PUBLIC SERVICES						
PERSONNEL WAGES						
001-5440-5121.000	Salaries - Full Time	34,241	34,374	34,374	21,241	**36,662**
001-5440-5151.000	Cellular Phone Stipend	180	180	180	120	**180**
PERSONNEL WAGES		34,421	34,554	34,554	21,361	**36,842**
PERSONNEL BENEFITS						
001-5440-5211.000	FICA	2,486	2,558	2,558	1,616	**2,769**
001-5440-5221.000	Pension - WM	4,466	4,346	4,346	4,346	**4,108**
001-5440-5222.000	Pension - FRS	9,416	10,153	10,153	6,249	**11,772**
001-5440-5231.000	Life & Health Insurance	5,849	2,512	2,512	1,559	**189**
001-5440-5232.000	Insurance Opt-out	0	0	0	0	**300**
PERSONNEL BENEFITS		22,217	19,569	19,569	13,770	**19,138**
OPERATING EXPENDITURES						
001-5440-5341.000	Contractual Services	787	1,200	1,200	0	**1,200**
001-5440-5431.000	Utilities	117,046	116,500	116,500	79,460	**114,000**
001-5440-5441.000	Equipment Rental	1,510	2,200	2,200	1,210	**1,700**
001-5440-5462.000	Equipment Maint-Repair	4,089	2,750	2,750	1,548	**14,750**
001-5440-5463.000	Vehicle Maint-Repair	1,059	1,050	1,050	925	**1,050**
001-5440-5464.000	Vehicle Operation-Fuel	1,005	1,400	1,400	350	**1,710**
001-5440-5467.000	Ground Maintenance	0	0	0	0	**0**
001-5440-5496.000	Year-End Inventory Adjustment	(492)	0	0	0	**0**
001-5440-5521.000	Operating Supplies	3,249	3,800	3,800	2,019	**4,200**
001-5440-5524.000	Uniforms & Clothing	5	175	175	153	**200**
001-5440-5541.000	Subs, Memberships, Dues	0	250	250	0	**250**
001-5440-5542.000	Training/Education	0	500	500	0	**500**
OPERATING EXPENDITURES		128,258	129,825	129,825	85,665	**139,560**
Totals for dept 5440 - PUBLIC SERVICES		**184,896**	**183,948**	**183,948**	**120,796**	**195,540**

CITY OF WILTON MANORS
FISCAL YEAR 2022-23
NEW OPERATING PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023
	Operating Projects	
	Public Services - 5440	
1	Re-paint Fuel Tank and Canopy	$12,000
2		
3	**Total Information Technology**	**$12,000**

Department	Date Completed
Emergency Management/Utilities	3/1/2022

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project: 12,528

Accounting String: 001-5440-5462.000

Provide a Detailed Description of the Project

Paint diesel fuel tank and canopy:
1) The City's fuel storage tank and canopy covering located at the Municipal Complex is in need of cleaning, priming and painting.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The tank and canopy have visible rust surfaces, most notably around tank fittings and on canopy support columns.
2) The metal requires cleaning, priming and painting to preserve these facilities from deterioration.
3) The useful life-span can be extended for 10-15 years.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Re-paint tank and canopy			12,000		12,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$12,000**	**$0**	**$12,000**
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$12,000**	**$0**	**$12,000**
	Cost per Resident Served	**$0**	**$0**	**$1**	**$0**	**$1**

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$12,000**	**$0**	**$12,000**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

3/30/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes No

6/27/22
City Manager **Date**

LEISURE SERVICES DEPARTMENT

Department's Core Operational Mission

The Leisure Services Department's responsibility is to serve all residents, local, regional, and international communities, tourists, and diverse participants who will benefit from our amenities, facilities, programs, and services. We are dedicated to providing a safe and clean environment with creative, dedicated employees and partners, who are qualified to provide outstanding program delivery in leisure activities, special events, and services that exceed the diverse needs of our guests.

Our emphasis is to apply accredited standards among library, parks and facilities, and recreation establishments. We will continue to provide well-planned and organized programs including athletics, boating, child care and youth development, cultural, education, information resources, entertainment, environmental protection, health and fitness, historical, instructional lessons, mentoring, safety, social, adult, and older adult programming, transportation, and other essential services.

Partnerships, volunteers, sponsorships, grants, donations, and participant fees will enhance our continued high quality programs, amenities, and services. We will apply automated resources for effective communication. The continued use of high quality recycled and low maintenance materials in the development of new and replaced structures and facilities will be prioritized whenever possible.

We shall preserve and protect our small town Island City heritage and take a leadership role in community building by implementing forums for effective communication, creating a festive atmosphere through cultural and diverse events and activities that promote family/community bonding, historical and natural areas preservation, and responsiveness to citizen concerns. Uniting all people as one community and raising the level of consciousness to enhance the quality of life is our main objective. Our common desire is to lead and serve citizens toward displaying passion and commitment towards community building to achieve our full potential.

Key Roles and Functions

The Leisure Services Department provides key functions including administration, budgeting, planning, organization, leadership, and performance measurements for parks and facilities, recreation, library, grants, capital projects, medians and rights-of-way, waterways, and public facilities. Additional functions include establishing and enforcing policy and procedures, leading the department emergency management plan, leisure services management, natural resources management, and leisure services program delivery.

The Leisure Services Department practices fiscal prudence in the use of City resources and seeks out alternative resources for social, economic, and environmental sustainability. Leisure Services provides quality opportunities in a broad range of programs, amenities, and services that enhance quality of life. Additionally, the department is also the liaison of six (6) ongoing boards and committees and participates in more than 35 active organizations ranging from homeowner and resident associations, grant providers, event committees, school board and schools, CPRS, FRPA, NRPA, ISA, APWA, ACSM, FFEA, NatureScape, non-profits, and many others.

This fiscal year the Leisure Services Department will pursue updating the parks system master plan from the 2010 approved plan. The updated plan will serve as a guide to continue to repurpose Colohatchee Park with new access and Phase II amenities. The plan will assist with completing Hagen Park Enhancements, Art in Justin Flippen Park, CDBG projects, Site 92 Cypress Stand, and potential projects to be considered in a future bond issue. Expanding Hagen Park through land acquisition is a critical component to keep up with the growth and expectations of the community.

The Leisure Services Department will also pursue alternative funding, when feasible, from FCT, FRDAP, RTP, BBIP, FIND, and related grant sources. Leisure Services applied for a FIND grant to complete an assessment of dredging the west portion of the middle river and will follow up for grants to complete dredging as needed.

<u>CAPITAL PROJECTS AND GRANTS</u>

The Leisure Services Department coordinates multiple grants with the City Capital Projects Administrator. Collaboration includes providing project input and guidance to support grant applications. Some of the current grants in progress including Community Development Block Grants, projects funded by the Florida Recreation and Development Assistance Program (Hagen Park Enhancements, Florida Inland Navigation District, Broward Boating Improvement District, Broward County Tree Trust Fund and State Funding to enhance Public Library.

Additionally, the department is responsible for multiple capital projects, which are led by the Leisure Services Department Director and Capital Projects Administrator with technical support from an engineering consultant as necessary. Some of these projects include improvements and/or expansions at Richardson Historic Park, Mickel Park, Colohatchee Park, Island City Park Preserve, the 811 Property, Hagen Park Improvements, Flippen Park Enhancements, Art Sculptures, Park Site Master Plans and Landscaping, irrigation, and facility projects throughout City. Additionally, certain capital projects are completed by Leisure Services team members including the Landscaping Supervisor or the Facilities Supervisor depending on the specific project.

<u>CONTRACTS/SPECIAL EVENTS/SPONSORSHIPS</u>

The Leisure Services Department manages multiple contracts including bus bench advertisements, snack and beverage vending, cell tower, bus shelter advertisement, and many contractual agreements with consultants, contractors and program providers such as Jazzercise, Dance, Tennis, Chair Yoga, kayak, Youth Sports, Art and Cultural programs, Physical Therapy, and multiple Fitness Classes.

The Leisure Services Department is also the steward of all special events held in the City and is Chair of an events committee with appropriate city departments for city-wide community events.

The Leisure Services Department develops and provides event permits for the Stonewall Parade and Street Festival, Wicked Manors Halloween Street Festival, and other related events. The department is a partner with the Annual Taste of the Island Event and coordinates logistics, recruit restaurants and ensures the overall quality of the event. The Leisure Services Team coordinates many special events including seasonal events, Yard Sales, Concerts in the Park, Classical Concerts, Quarterly Pet events, Movies in the Park, and so much more.

The Leisure Services Department is also host to many City and community events including the Equality Garden Club, Annual Plant Fair, Community Grand Openings, Annual Tennis Tournament, Annual Hawaii Festival, and other major events on Wilton Drive and in City parks. The department also administers Specific Use and Facility Use Permits as part of the daily operations.

The Leisure Services Department solicits funds through appropriate sponsorship to offset City Special Events. The department developed sponsorship packages that are suitable for a diverse range of businesses to consider. The department also pursues sponsors each year and generates approximately $10,000 annually.

LIBRARY DIVISION

The Richard C. Sullivan Public Library of Wilton Manors provides library service to the residents and business owners of Wilton Manors and surrounding area. The division provides an important service to the community, using accepted library standards as well as innovative planning. The Library is an institution that prides itself in helping patrons, young and old, with their information and leisure needs. Library service currently available includes access to books, DVDs and Blu-Rays, books-on-CD, large print books, a children's collection, magazines, eBooks, digital magazines and journals, and local and national newspapers. Computers are available to the public in both the adult and children's areas. High-speed Internet access including Wi-Fi is made available free of charge.

- The Friends of the Library provides funding for children's programs. This support group also purchases the DVDs, Blu-Rays and books-on-CD for the collection. They meet on a regular basis and provide social events and activities for Library patrons.

- Other services to the community include use of a fax machine and photocopier/scanner/printer and book delivery to home bound residents. A meeting room is available for local organizations and city boards.

RECREATION DIVISION

Recreation provides a variety of affordable leisure opportunities to all the citizens of the community. The recreation program covers a diverse range of services including youth, adult and senior recreation activities, social services, facility/equipment rentals, athletics, special events, cultural enrichment activities, and after school and seasonal camps. All of these programs, although different, have the common purpose of providing safe, enjoyable programs and facilities to all facets of the community. Programs offered to the community are designed based on recommendations received from participants, advisory boards, interest groups, and City staff. All programs are evaluated annually and changes are implemented when appropriate as determined by trained qualified team members based on input from participant interest and budget considerations.

- Youth, adult and senior recreation activities offer leisure time activities, childcare, and skill improvement programs. Programs are developed to meet community needs, especially when their needs and interests are not being achieved through school, church, or other public and private establishments. Programs are conducted through contractual instructors and City employees.

- Facility rentals expands the traditional programming opportunities of instructional programs, such as fitness, exercise, dance, music, yoga, Citywide meetings, neighborhood association meetings and special events. City facilities available for rentals includes Richardson Historic Park, Hagen Park, Cultural Center/Woman's Club, Island City Park, and Mickel Park. When facilities are not in use with traditional City programs, facility rentals are the best uses of these resources and contributes more than $100,000 annually.

- The Fitness Center at Hagen Park opened in 2006 and the Leisure Services Team has successfully completed sixteen (16) years of operation. This program has enhanced the quality of living with an emphasis on a healthy Wilton Manors Community. Additionally three outdoor fitness zones have been implemented at Island City Park Preserve, Mickel Park and Colohatchee Park. Working out helps reduce stress (the cause of many illnesses) and will contribute towards reducing the epidemic of childhood obesity, Type II diabetes, and overall wellness.

- Youth athletics provides residents with the opportunity to learn and experience the fundamentals of sports and fosters meeting new friends to enjoy the interaction with other participants. The focus is on learning and having fun at the instructional level. Through sports, participants can develop and maintain an enthusiasm for active participation, which becomes the basis for life-long interest in personal fitness and good health. The Leisure Services Department currently partners with Northeast Little League Baseball for youth baseball and with I-9 Sports for soccer and flag football.

- Adult Athletics consist of softball practice, volleyball open play, pickleball and basketball open play. There are currently eight (8) softball teams that use our ball fields. The largest adult athletic interest has turned to pickleball for the sport of choice.

- Tennis programs are offered for seniors, adults, and juniors on four (4) lighted hard surface courts and two (2) lighted hydro-grid clay surface courts. A contracted tennis professional provides all tennis programs. These include court rentals, private lessons, group lessons, league play, tournaments, and monthly socials.

- Pickleball has been recently offered by sharing courts with basketball, due to the growing demand. It is offered for all ages on three (3) lighted courts. A contracted pickleball professional provides pickleball lessons. The City is pursuing a Florida Recreational Development Assistance Program grant to enable the construction of a new pickleball court facility. Pickleball continues to increase in participation throughout the country and here in Wilton Manors. It helps provide an active recreational opportunity for middle age adults and brings new visitors to Wilton Drive.

  Special events are developed to provide opportunities for social exchanges that promote a festive environment. Special events contribute towards multi-generational gatherings, uniting our families, and strengthening our neighborhoods. Most special event programs provide activities or entertainment for all ages although some are aimed at specific age groups. The department has prioritized key events with a focus on cultural diversity, partnerships, street festivals, and community collaboration.

PARKS AND FACILITIES DIVISION

Parks and Facilities provides services in six (6) main areas of maintenance, which includes buildings/structures/facilities/fleet service/trades, grounds and irrigation, custodial, program support, waterway, and emergency management. Working with a broad range of maintenance areas, the key components of maintenance include routine, housekeeping, preventive, program support, and specialty projects.

- The Building/Structure/Facility/Fleet Service and Trade Maintenance consists of maintaining buildings, docks, boat ramps, boardwalks, pavilions, indoor fitness equipment, outdoor fitness equipment, pickleball courts, basketball courts, tennis courts, playgrounds, sand volleyball courts, lighting, bus shelters, structures, vehicles, and equipment within the City. This work deals with plumbing, HVAC, elevator, electrical, mechanical, carpentry, painting, and general repairs to the structures. There are 25 buildings and/or structures that require on-going building maintenance and the department fleet of trucks, utility vehicles, trailers, a boat, and mowers. Most of these maintenance services are completed by the leisure services team. However, there are some services that are outsourced.

- The Grounds and Irrigation Maintenance consists of maintaining approximately 36 acres of parks, grounds, green areas, and 42 medians and right-of-way areas through staff and the supervision of contractual maintenance. Maintenance of these areas includes mowing, trimming, edging, pest control, turf management, weed control, fertilization, ballfield maintenance, sprinkler and irrigation systems maintenance, fence and gate repairs, sidewalks, walkways, debris removal, sodding, mulching, etc. Maintenance emphasis is directed toward excellent city entry ways, medians, and public areas. Also, a strong focus is placed on planting native vegetation that are drought and salt tolerant and provide value to wildlife.

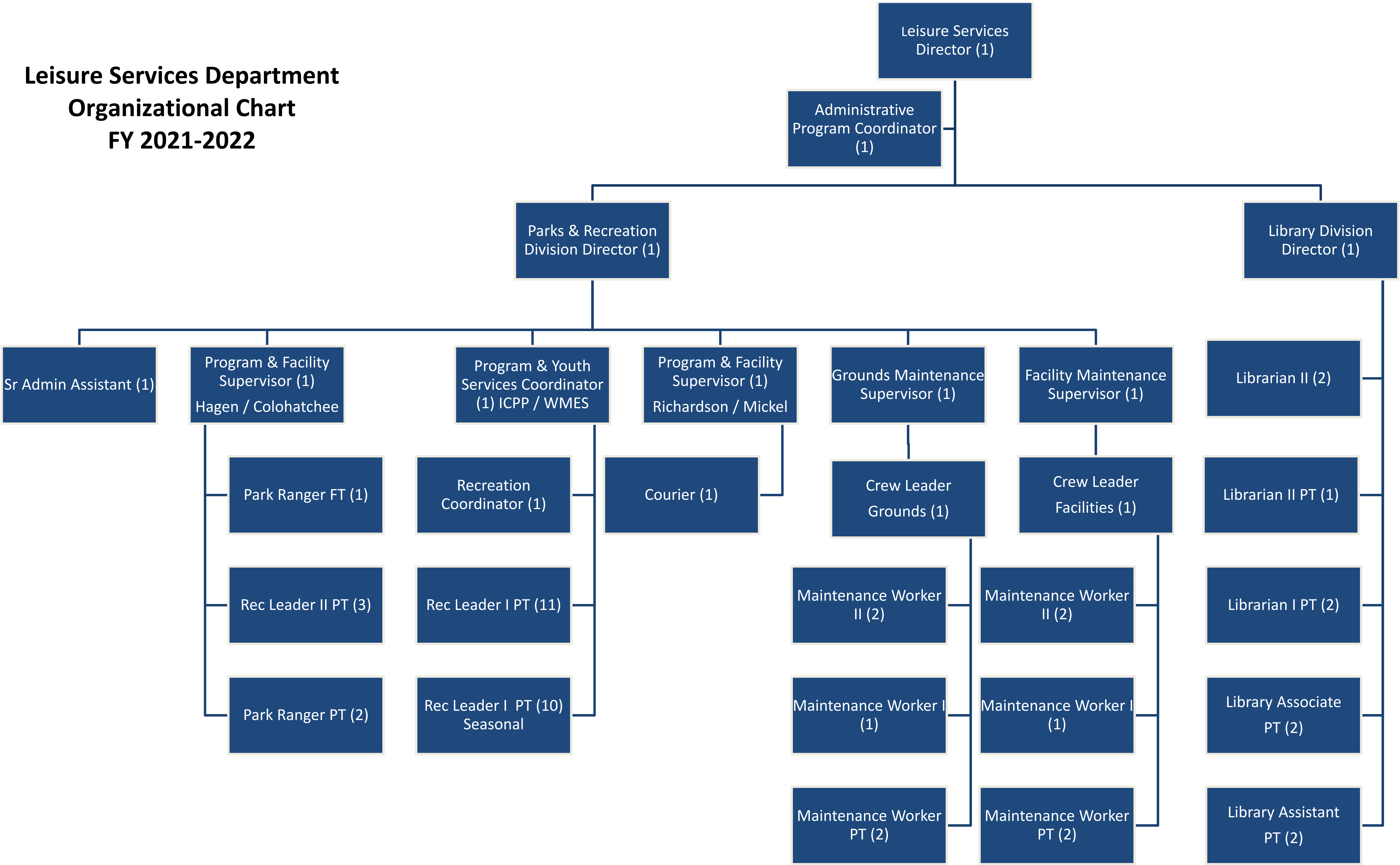
- The Custodial Maintenance consists of ensuring the cleanliness of 25 buildings and structures. This involves daily cleaning, dusting, polishing, and trash removal at all sites and a regular schedule for mopping, vacuuming, waxing, and window cleaning. Other areas include adding supplies and cleaning products, paper towels, etc. The key buildings and facilities cleaned daily have increased from 49,500 to now 96,575 square feet, a 95% increase since 2007. They include City Hall, Public Safety, City Hall Annex which houses the Leisure Services Department Maintenance Division and Emergency Management and Utility Services Department, Hagen Park, Cultural Center/Women's Club, Island City Park Preserve, Richardson Historic Park Manor House and restroom building, Colohatchee Park, Colohatchee Boat Ramp, Mickel Park, Wilton Manors Elementary School (portion used by After School and Summer Camp), and City Library.

- The Program Support Maintenance includes providing set-up, break down, preparation logistical support, clean-up, and various tasks to support activities, special events, and programs, which include facility rentals, recreation programs such as line dancing, yoga, dog obedience, and concerts in the park. Functions also include preparation for city-wide meetings, block parties, ballfield maintenance, courts, playgrounds, and pavilions. Additionally, responsibilities include assisting other departments with citywide functions, and work requests.

- The Waterway Maintenance includes maintaining approximately thirteen and a half (13.5) miles of navigable waterways on an extremely limited basis with a small boat. Primary emphasis is placed on debris removal, tree trimming, and flood/erosion prevention; all while ensuring safe and navigable waterways. Waterway maintenance is conducted on a quarterly basis, during the Annual Waterway Cleanup or on an as needed basis.

- The Emergency Management Maintenance includes preventive measures before storms, pandemics and related emergencies and providing preventive measures to mitigate harm to the public. Functions include purchasing supplies depending upon the emergency incident; disinfecting, sanitizing and installing signage related to airborne and bloodborne pathogen incidents; provide clean-up after storms and related emergencies. When the City goes into emergency mode, steps are taken to brace for emergencies and to return to operational mode as quickly as possible after the emergency. The Leisure Services team assists with clearing roadways for public accessibility and then opening public facilities, the library, and parks. The past two years, operating during the Novel Corona Virus Pandemic has been very labor intensive to ensure public safety while operating a brad range of programs and services. Disinfecting and sanitizing supplies before and after use became the new normal to ensure public safety and the safety of our first responders, Police Department and front- line personnel during this pandemic. We continue to adapt to the changing policies that will provide the highest safety while offering continued programs, amenities and world class services.

Leisure Services Department Organizational Chart FY 2021-2022



DEPARTMENTAL BUDGET SUMMARY
LEISURE SERVICES DEPARTMENT

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ 1,665,013	$ 1,988,908	$ 2,235,172
Personnel Benefits	849,512	913,576	984,900
Operating Expenditures	419,330	736,383	749,516
Capital	-	-	-
Debt Service	93,072	604,792	277,659
Depreciation	-	-	
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 3,026,927	$ 4,243,659	$ 4,247,247

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Director of Leisure Services (a)	1.00	1.00	1.00	1.00
Library Division Director	1.00	1.00	1.00	1.00
Parks and Recreation Division Director	1.00	1.00	1.00	1.00
Librarian II	2.00	2.00	2.00	2.00
Administrative Program Coordinator	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Program and Youth Services Coordinator	1.00	1.00	1.00	1.00
Program / Facility Supervisor	2.00	2.00	2.00	2.00
Recreation Program Coordinator	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00
Grounds Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Crew Leader	2.00	2.00	2.00	2.00
Maintenance Worker II	4.00	4.00	4.00	4.00
Maintenance Worker I	2.00	2.00	2.00	2.00
Total Full Time	21.00	21.00	21.00	21.00
Part Time Librarian II	1.00	0.6875	1.00	0.6875
Part Time Librarian I	2.00	0.9500	2.00	0.9500
Part Time Library Associate	2.00	1.3625	2.00	1.3625
Part Time Library Technical Assistant	2.00	1.3250	2.00	1.3250
Part Time Maintenance Worker	4.00	2.80	4.00	2.80
Part Time Park Ranger	1.00	0.70	1.00	0.70
Part Time Recreation Leader II	5.00	3.50	5.00	3.50
Part Time Recreation Leader I	10.00	7.00	10.00	7.00
Part Time Recreation Leader I (seasonal) (B)	10.00	2.40	10.00	2.40
Total Part Time	37.00	20.725	37.00	20.725
LEISURE SERVICES TOTALS	58.00	41.725	58.00	41.725

(a) The salary of the Director of Leisure Services is allocated 1/3 each to the Library, Recreation, and Parks and Facilites Divisions.

(B) Seasonal Recreation Leaders I are hired on an as-needed basis to assist with summer camp and other activities when enrollment in these programs warrants.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5771 - LIBRARY							
1	PERSONNEL WAGES							1
2	001-5771-5121.000	Salaries - Full Time	275,093	294,168	294,168	149,491	**299,677**	2
3	001-5771-5131.000	Salaries - Part Time	88,842	221,513	221,513	123,595	**246,133**	3
4	001-5771-5141.000	Overtime	225	295	295	0	**296**	4
5	001-5771-5151.000	Cellular Phone Stipend	1,020	958	958	280	**958**	5
6	PERSONNEL WAGES		365,180	516,934	516,934	273,366	**547,064**	6
7								7
8	PERSONNEL BENEFITS							8
9	001-5771-5211.000	FICA	20,316	21,544	21,544	10,970	**22,125**	9
10	001-5771-5211.005	FICA Part Time	6,796	16,946	16,946	9,455	**18,829**	10
11	001-5771-5221.000	Pension - WM	66,294	65,205	65,205	65,205	**61,158**	11
12	001-5771-5222.000	Pension - FRS	62,690	83,707	83,707	39,730	**74,816**	12
13	001-5771-5231.000	Life & Health Insurance	45,600	44,508	44,508	27,583	**46,918**	13
14	PERSONNEL BENEFITS		201,696	231,910	231,910	152,943	**223,846**	14
15								15
16	OPERATING EXPENDITURES							16
17	001-5771-5401.000	Meetings & Conferences	189	350	350	0	**2,875**	17
18	001-5771-5411.000	Telephone	1,653	1,450	1,450	1,232	**2,013**	18
19	001-5771-5412.000	Postage	612	558	558	163	**600**	19
20	001-5771-5431.000	Utilities	11,446	15,200	15,200	8,666	**0**	20
21	001-5771-5431.001	Utilities - Electricty	0	0	0	0	**8,030**	21
22	001-5771-5431.002	Utilities - Water & Sewer	0	0	0	0	**5,570**	22
21	001-5771-5462.000	Equipment Maint-Repair	230	300	300	0	**275**	21
22	001-5771-5465.000	Copy Machine	1,699	1,900	1,900	1,153	**1,875**	22
23	001-5771-5511.000	Office Supplies	337	600	600	223	**575**	23
24	001-5771-5521.000	Operating Supplies	3,228	6,150	6,150	3,384	**6,100**	24
25	001-5771-5524.000	Uniforms & Clothing	0	0	0	0	**350**	25
26	001-5771-5541.000	Subs, Memberships, Dues	2,400	2,600	2,600	2,400	**2,900**	26
27	OPERATING EXPENDITURES		21,794	29,108	29,108	17,221	**31,163**	27
28								28
29	**Totals for dept 5771 - LIBRARY**		**588,670**	**777,952**	**777,952**	**443,530**	**802,073**	29

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Dept 5772 - RECREATION							
1	PERSONNEL WAGES							1
2	001-5772-5121.000	Salaries - Full Time	503,677	437,454	437,454	265,834	**511,338**	2
3	001-5772-5131.000	Salaries - Part Time	142,249	354,237	354,237	79,396	**389,292**	3
4	001-5772-5141.000	Overtime	11,729	8,500	8,500	15,836	**8,500**	4
5	001-5772-5151.000	Cellular Phone Stipend	3,335	2,668	2,668	1,620	**2,638**	5
6	PERSONNEL WAGES		660,990	802,859	802,859	362,686	**911,768**	6
7								7
8	PERSONNEL BENEFITS							8
9	001-5772-5211.000	FICA	38,896	32,593	32,593	20,618	**38,066**	9
10	001-5772-5211.005	FICA Part Time	10,912	27,099	27,099	6,074	**29,777**	10
11	001-5772-5221.000	Pension - WM	110,843	103,133	103,133	103,133	**100,915**	11
12	001-5772-5222.000	Pension - FRS	74,091	88,868	88,868	45,702	**118,031**	12
13	001-5772-5231.000	Life & Health Insurance	100,264	106,026	106,026	65,283	**92,756**	13
13	001-5772-5232.000	Insurance Opt-Out	1,300	1,200	1,200	700	**1,200**	13
14	PERSONNEL BENEFITS		336,306	358,919	358,919	241,510	**380,745**	14
15								15
16	OPERATING EXPENDITURES							16
17	001-5772-5311.000	Professional Services	694	3,000	3,000	0	**3,000**	17
18	001-5772-5341.000	Contractual Services	15,016	16,700	16,700	12,267	**22,700**	18
19	001-5772-5401.000	Meetings, Conferences, Schools	0	500	500	0	**500**	19
20	001-5772-5411.000	Telephone	5,938	6,000	6,000	4,447	**7,307**	20
21	001-5772-5412.000	Postage	9	1,100	1,100	160	**200**	21
22	001-5772-5431.000	Utilities	131,435	153,400	153,400	90,568	**0**	22
23	001-5772-5431.001	Utilities - Electricty	0	0	0	0	**57,680**	23
24	001-5772-5431.002	Utilities - Water & Sewer	0	0	0	0	**95,340**	24
23	001-5772-5462.000	Equipment Maint-Repair	616	1,500	1,500	961	**1,500**	23
24	001-5772-5463.000	Vehicle Maint-Repair	2,950	5,200	5,200	480	**5,200**	24
25	001-5772-5464.000	Vehicle Operation-Fuel	4,401	4,840	4,840	3,492	**6,009**	25
26	001-5772-5465.000	Copy Machine	4,988	8,000	8,000	3,826	**0**	26
27	001-5772-5471.000	Printing & Binding	470	2,000	2,000	1,679	**3,500**	27
28	001-5772-5481.000	Adult Athletics (was PromAct.)	78	2,000	1,000	74	**3,075**	28
29	001-5772-5511.000	Office Supplies	3,061	3,500	3,500	1,402	**3,500**	29
30	001-5772-5521.000	Operating Supplies	12,111	3,500	4,500	4,941	**4,615**	30
31	001-5772-5524.000	Uniforms & Clothing	3,716	3,850	3,850	1,618	**5,450**	31
32	001-5772-5525.000	Program Operations	1,239	1,400	1,400	1,043	**7,500**	32
33	001-5772-5525.001	Youth Athletics	0	1,000	1,000	0	**1,000**	33
34	001-5772-5525.002	Tennis	4,143	2,250	2,250	2,750	**3,750**	34
35	001-5772-5525.003	Special Events	18,724	75,600	75,600	54,822	**83,250**	35
36	001-5772-5525.004	Summer Youth Activities	9,284	57,150	57,150	1,363	**57,150**	36
37	001-5772-5525.005	New Program Expenditures	4,768	3,000	3,000	1,517	**0**	37
38	001-5772-5525.006	After School Program	11,381	37,850	37,850	19,882	**37,850**	38
39	001-5772-5541.000	Subs, Memberships, Dues	1,529	3,470	3,470	1,768	**4,420**	39
40	001-5772-5542.000	Training/Education	1,954	13,900	13,900	847	**14,000**	40
41	001-5772-5544.000	Tuition Reimbursement	0	0	0	0	**0**	41
42	OPERATING EXPENDITURES		238,505	410,710	410,710	209,907	**428,496**	42
43								43
44	**Totals for dept 5772 - RECREATION**		**1,235,801**	**1,572,488**	**1,572,488**	**814,103**	**1,721,009**	44

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	2022-23 RECOMMENDED BUDGET	
	Dept 5779 - PARKS & FACILITIES							
1	PERSONNEL WAGES							1
2	001-5779-5121.000	Salaries - Full Time	497,811	554,132	554,132	348,579	**618,709**	2
3	001-5779-5131.000	Salaries - Part Time	116,546	94,838	94,838	71,173	**132,976**	3
4	001-5779-5141.000	Overtime	22,361	18,550	18,550	28,313	**22,550**	4
5	001-5779-5151.000	Cellular Phone Stipend	2,125	1,595	1,595	1,370	**2,105**	5
6	PERSONNEL WAGES		638,843	669,115	669,115	449,435	**776,340**	6
7								7
8	PERSONNEL BENEFITS							8
9	001-5779-5211.000	FICA	38,146	41,269	41,269	27,690	**46,200**	9
10	001-5779-5211.005	FICA PART-TIME	8,989	7,256	7,256	5,445	**10,173**	10
11	001-5779-5221.000	Pension - WM	81,575	82,207	82,207	82,207	**84,226**	11
12	001-5779-5222.000	Pension - FRS	69,063	75,692	75,692	53,386	**102,243**	12
13	001-5779-5231.000	Life & Health Insurance	112,437	115,123	115,123	93,196	**137,467**	13
14	001-5779-5232.000	Insurance Opt-Out	1,300	1,200	1,200	200	**0**	14
15	PERSONNEL BENEFITS		311,510	322,747	322,747	262,124	**380,309**	15
16								16
17	OPERATING EXPENDITURES							17
18	001-5779-5311.000	Professional Services	0	30,000	30,000	4,465	**30,000**	18
19	001-5779-5341.000	Contractual Services	39,465	54,825	57,775	25,260	**63,250**	19
20	001-5779-5401.000	Meetings, Conferences, Schools	0	250	250	0	**250**	20
21	001-5779-5411.000	Telephone	1,380	1,250	1,250	992	**1,613**	21
22	001-5779-5412.000	Postage	0	275	275	1	**100**	22
23	001-5779-5431.000	Utilities	8,350	27,230	27,230	5,682	**0**	23
24	001-5779-5431.001	Utilities - Electricty	0	0	0	0	**9,400**	
24	001-5779-5462.000	Equipment Maint-Repair	4,162	10,500	10,500	3,204	**10,500**	24
25	001-5779-5463.000	Vehicle Maint-Repair	8,123	10,450	10,450	3,290	**10,450**	25
26	001-5779-5464.000	Vehicle Operation-Fuel	11,952	17,800	17,800	12,224	**21,769**	26
27	001-5779-5466.000	Building Maintenance	587	15,000	15,000	270	**0**	27
28	001-5779-5467.000	Grounds Maintenance	72,055	103,600	103,600	59,798	**112,750**	28
29	001-5779-5471.000	Printing & Binding	10	150	150	50	**150**	29
30	001-5779-5511.000	Office Supplies	180	150	150	186	**150**	30
31	001-5779-5521.000	Operating Supplies	7,669	6,200	6,200	4,807	**11,000**	31
32	001-5779-5524.000	Uniforms & Clothing	3,627	4,535	4,535	4,142	**7,075**	32
33	001-5779-5525.000	Program Operations	791	800	800	0	**800**	33
34	001-5779-5541.000	Subs, Memberships, Dues	0	900	900	224	**900**	34
35	001-5779-5542.000	Training/Education	680	9,700	9,700	770	**9,700**	35
36	OPERATING EXPENDITURES		159,031	293,615	296,565	125,365	**289,857**	36
37								37
38	DEBT SERVICE							38
39	001-5779-5702.000	Debt Issuance Costs	0	0	34,590	26,046	**0**	39
40	001-5779-5711.000	Principal Payments	75,000	145,000	474,000	425,637	**259,200**	40
41	001-5779-5721.000	Interest Payments	18,072	96,202	96,202	16,035	**18,459**	41
42	DEBT SERVICE		93,072	241,202	604,792	467,718	**277,659**	42
43								43
44	**Totals for dept 5779 - PARKS & FACILITIES**		**1,202,456**	**1,526,679**	**1,893,219**	**1,304,642**	**1,724,165**	44
45								45
46								46
47								47
48	**TOTALS FOR LEISURE SERVICES DEPARTMENT**		**3,026,927**	**3,877,119**	**3,877,119**	**2,562,275**	**4,247,247**	48

FIRE SPECIAL ASSESSMENT FUND

Under the direction of the City's Community Development Services Department, the mission of the Fire Division is to provide Fire, Emergency Medical Services (EMS), Fire Prevention, and Fire Administration in the most efficient and effective way possible to the citizens of Wilton Manors. Operations are based out of one central fire station located at 533 NE 22 Street. Wilton Manors contracts with the City of Fort Lauderdale Fire-Rescue to provide three (3) Firefighters for an Advanced Life Support (ALS) Engine Company and two (2) Firefighters for an ALS Rescue (EMS). Wilton Manors provides a Fire Marshal, a Fire Inspector, and administrative assistance from the Community Development Services Department. The department strives to do this in the following manner:

- Fire Suppression, Rescue (Emergency Medical Services), Hazardous Materials, Mutual Aid Services - Under a contract with the City of Fort Lauderdale Fire-Rescue Department, through the Contract Administrator (Fire Marshal).

- Fire Prevention and Life Safety - Under the direction of the Fire Marshal, the Fire Prevention Division ensures fire code compliance through inspections, and provides fire cause and origin investigation services in coordination with the State Fire Marshal, and also provides fire public safety education.

All costs associated with the Fire Division's Emergency Medical Services are accounted for in the General Fund's Emergency Medical Services Department. Only costs directly related to fire services are accounted for in the Fire Special Assessment Fund. Revenues to support these fire services are funded primarily through a fire special assessment fee.

DEPARTMENTAL BUDGET SUMMARY
FIRE ASSESSMENT FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ 163,084	$ 166,945	$ 214,168
Personnel Benefits	176,263	155,991	185,460
Operating Expenditures	2,428,363	2,510,594	2,622,817
Capital	784	282,500	14,325
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	3,983	3,968	-
TOTAL DEPARTMENT COST	$ 2,772,477	$ 3,119,998	$ 3,036,770

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Director of Community Development Services (a)	0.20	0.20	0.20	0.20
Fire Marshal (a)	0.90	0.90	0.90	0.90
Fire Inspector	1.00	1.00	1.00	1.00
Business Tax Receipts Officer / Office Manager (a)	0.20	0.20	0.20	0.20
Community Planning Technician (a)	0.10	0.10	0.10	0.10
Permit Technician (a)	0.20	0.20	0.20	0.20
Customer Service Representative (a)	0.10	0.10	0.10	0.10
Total Full Time	2.70	2.70	2.70	2.70
FIRE ASSESSMENT FUND TOTALS	2.70	2.70	2.70	2.70

(a) Payroll costs are allocated between the Community Development Services Department and the Fire Assessment Fund.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Fund 155 - FIRE ASSESSMENT FUND						
Dept 5223 - FIRE PREVENTION						
PERSONNEL WAGES						
155-5223-5121.000	Salaries - Full Time	160,292	163,354	163,354	82,613	**211,862**
155-5223-5141.000	Overtime	0	267	267	62	**194**
155-5223-5151.000	Cellular Phone Stipend	1,062	1,404	1,404	528	**792**
155-5223-5153.000	Assignment Pay	0	0	0	0	**0**
155-5223-5156.000	Academic Incentive Pay	1,730	1,920	1,920	770	**1,320**
PERSONNEL WAGES		163,084	166,945	166,945	83,973	**214,168**
PERSONNEL BENEFITS						
155-5223-5211.000	FICA	14,132	12,224	12,224	6,339	**15,921**
155-5223-5221.000	Pension - WM	26,746	20,670	20,670	20,670	**23,739**
155-5223-5222.000	Pension - FRS	21,269	21,966	21,966	12,180	**30,669**
155-5223-5231.000	Life & Health Insurance	18,055	14,531	14,531	11,638	**29,011**
155-5223-5232.000	Insurance Opt-Out	600	600	600	200	**120**
PERSONNEL BENEFITS		80,802	69,991	69,991	51,027	**99,460**
OPERATING EXPENDITURES						
155-5223-5311.000	Professional Services	19,500	2,000	2,000	0	**2,000**
155-5223-5412.000	Postage	82	300	300	161	**300**
155-5223-5462.000	Equipment Maint-Repair	220	500	500	129	**500**
155-5223-5463.000	Vehicle Maint-Repair	128	1,500	1,500	574	**1,500**
155-5223-5464.000	Vehicle Operation - Fuel	1,083	2,840	2,840	845	**3,446**
155-5223-5465.000	Copy Machine	2,484	3,000	3,000	1,424	**3,000**
155-5223-5471.000	Printing & Binding	143	1,000	1,000	0	**1,000**
155-5223-5521.000	Operating Supplies	8	2,000	2,000	0	**2,000**
155-5223-5524.000	Uniforms & Clothing	504	1,500	1,500	0	**1,500**
155-5223-5541.000	Subs, Memberships, Dues	739	2,000	2,000	290	**2,000**
155-5223-5542.000	Training/Education	464	2,500	2,500	0	**2,500**
OPERATING EXPENDITURES		25,355	19,140	19,140	3,423	**19,746**
CAPITAL						
155-5223-5641.000	Capital Outlay	0	0	0	0	**0**
CAPITAL		0	0	0	0	**0**
Totals for dept 5223 - FIRE PREVENTION		**269,241**	**256,076**	**256,076**	**138,423**	**333,374**
Dept 5225 - FIRE OPERATIONS						
PERSONNEL BENEFITS						
155-5225-5223.000	Pension - Volunteer Firefighters	95,461	86,000	86,000	0	**86,000**
PERSONNEL BENEFITS		95,461	86,000	86,000	0	**86,000**
OPERATING EXPENDITURES						
155-5225-5311.000	Professional Services	0	12,500	12,500	0	**12,500**
155-5225-5312.000	Legal Services - City Attorney	5,457	5,250	5,250	1,488	**5,250**
155-5225-5341.000	Contractual Services	2,180,199	2,235,200	2,235,200	1,454,423	**2,338,568**
155-5225-5411.000	Telephone	1,244	1,076	1,076	1,097	**1,945**
155-5225-5412.000	Postage	2	0	0	0	**0**
155-5225-5431.000	Utilities	12,889	13,400	13,400	8,770	**0**
155-5225-5431.001	Utilities - Electricity	0	0	0	0	**9,500**
155-5225-5431.002	Utilities - Water & Sewer	0	0	0	0	**4,620**
155-5225-5431.003	Utilities - Others	0	0	0	0	**900**
155-5225-5451.000	Insurance	16,687	16,670	16,670	13,612	**34,961**
155-5225-5462.000	Equipment Maint-Repair	930	17,500	17,500	14,023	**2,500**
155-5225-5466.000	Building Maintenance	16,442	25,000	25,000	17,861	**25,000**
155-5225-5491.000	City Hall Indirect Charges	168,061	162,708	162,708	108,472	**165,177**
155-5225-5521.000	Operating Supplies	1,097	2,000	2,000	1,555	**2,000**
155-5225-5541.000	Subs, Memberships, Dues	0	150	150	0	**150**
155-5225-5951.000	Contingencies	0	0	0	0	**0**
OPERATING EXPENDITURES		2,403,008	2,491,454	2,491,454	1,621,301	**2,603,071**
CAPITAL						

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
155-5225-5641.000	Capital Outlay	784	170,000	265,000	66,200	**0**
155-5225-5690.000	Contribution to Capital Replacement Pla	0	17,500	17,500	0	**14,325**
CAPITAL		784	187,500	282,500	66,200	**14,325**
Totals for dept 5225 - FIRE OPERATIONS		**2,499,253**	**2,764,954**	**2,859,954**	**1,687,501**	**2,703,396**
Dept 5881 - INTERFUND TRANSFERS						
TRANSFERS OUT						
155-5881-5911.000	Operating Transfers Out	3,983	3,968	3,968	2,648	**0**
TRANSFERS OUT		3,983	3,968	3,968	2,648	**0**
Totals for dept 5881 - INTERFUND TRANSFERS		**3,983**	**3,968**	**3,968**	**2,648**	**0**
TOTAL FIRE FUND EXPENDITURES		**2,772,477**	**3,024,998**	**3,119,998**	**1,828,572**	**3,036,770**

City of Wilton Manors FY23-27 Capital Improvement Program

Fire Assessment Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Fire Assessment Fund	$ 14,325	$ 64,612	$ 39,904	$ 40,202	$ 15,506	*$ 174,549*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 14,325	$ 64,612	$ 39,904	$ 40,202	$ 15,506	*$ 174,549*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	50,000	25,000	25,000	-	*$ 100,000*
Capital Replacement Plan	14,325	14,612	14,904	15,202	15,506	*$ 74,549*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 14,325	$ 64,612	$ 39,904	$ 40,202	$ 15,506	*$ 174,549*

City of Wilton Manors FY23-27 Capital Improvement Program

Fire Assessment Fund

Capital Replacement Plan

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Fire Assessment Fund	$ 14,325	$ 14,612	$ 14,904	$ 15,202	$ 15,506	*$ 74,549*
Capital Replacement Plan	-	-	-	-	-	*$ -*
						$ -
TOTAL SOURCES:	$ 14,325	$ 14,612	$ 14,904	$ 15,202	$ 15,506	*$ 74,549*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-				-	*$ -*
Capital Replacement Plan	14,325	14,612	14,904	15,202	15,506	*$ 74,549*
TOTAL COSTS:	$ 14,325	$ 14,612	$ 14,904	$ 15,202	$ 15,506	*$ 74,549*

GRANTS FUNDS

American Rescue Plan Act

This fund's revenue comes from the Federal government. The purpose of these funds to assist with fiscal recovery from COVID-19. The City has claimed these funds as Lost Revenue. As a result, the funds can be spent on general government services.

Surtax Fund

This fund's revenues come from the Broward County sales tax. The funds can be spent on approved projects only.

Miscellaneous Grants

This fund's revenues come from grants awarded to the City from Federal and State agencies, local governmental entities, and occasionally from private organizations. Grant revenues received may be spent only for purposes specified in the grant agreements and must meet compliance and reporting requirements.

It should be noted that the City receives additional grants that are accounted for in other funds, most notably the General Fund and the Road Improvement Fund.

DEPARTMENTAL BUDGET SUMMARY
AMERICA RESCUE PLAN ACT

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Adopted Budget
Personnel Wages	$ -	$ 257,500	$ -
Personnel Benefits	-	19,544	-
Operating Expenditures	-	200,000	-
Capital	-	2,717,401	19,420
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ -	$ 3,194,445	$ 19,420

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Fund 150 - American Rescue Plan Act							
	Departments 5227 - Emergency - Disaster Relief							
1	PERSONNEL WAGES							1
2	150-5227-5121.000	Salaries - Full Time	0	0	226,500	226,500	**0**	2
3	150-5227-5131.000	Curr Lia-Compensated Abs	0	0	31,000	31,000	**0**	3
4	PERSONNEL WAGES		0	0	257,500	257,500	**0**	4
5								5
6	PERSONNEL BENEFITS							6
7	150-5227-5211.000	FICA	0	0	17,172	17,172	**0**	7
8	150-5227-5211.005	FICA Part Time	0	0	2,372	2,372	**0**	8
9	PERSONNEL BENEFITS		0	0	19,544	19,544	**0**	9
10								10
11	OPERATING EXPENDITURES							11
12	150-5227-5483.000-016	Economic Development	0	0	200,000	0	**0**	12
13	OPERATING EXPENDITURES		0	0	200,000	0	**0**	13
14								14
15	CAPITAL							15
16	150-5227-5641.000	Capital Outlay	0	0	1,950,571	0	**19,420**	16
17	CAPITAL		0	0	1,950,571	0	**19,420**	17
18								18
19	**Totals for dept 5227 - EMERGENCY - DISASTER RELIEF**		**0**	**0**	**2,427,615**	**277,044**	**19,420**	19
20								20
21	**Dept 5332 - SEWER OPERATIONS**							21
22	CAPITAL							22
23	150-5332-5641.005	LS 11 Force Main Project	0	0	300,460	0	**0**	23
24	TRANSFERS OUT		0	0	300,460	0	**0**	24
25								25
26	**Totals for dept 5332 - SEWER OPERATIONS**		**0**	**0**	**300,460**	**0**	**0**	26
27								27
28	**Dept 5333 - WATER OPERATIONS**							28
29	CAPITAL							29
30	150-5333-5641.006	NW 30th CT Water Main Replace.	0	0	44,475	0	**0**	30
31	150-5333-5641.007	NW 29th CT Water Main Replace.	0	0	103,895	0	**0**	31
32	TRANSFERS OUT		0	0	148,370	0	**0**	32
33								33
34	**Totals for dept 5333 - WATER OPERATIONS**		**0**	**0**	**148,370**	**0**	**0**	34
35								35
36	**Dept 5441 - ROAD IMP/PUBLIC SERVICES**							36
37	CAPITAL							37
38	150-5441-5641.003	Wilton DR Landscape & Irrigations	0	0	243,000	0	**0**	38
39	TRANSFERS OUT		0	0	243,000	0	**0**	39
40								40
41	**Totals for dept 5441 - ROAD IMP/PUBLIC SERVICES**		**0**	**0**	**243,000**	**0**	**0**	41
42								42
43	**Dept 5779 - PARKS & FACILITIES**							43
44	CAPITAL							44
45	150-5779-5641.008	Hagen Park Amenities/FRDAP match	0	0	75,000	0	**0**	45
46	TRANSFERS OUT		0	0	75,000	0	**0**	46
47								47
48	**Totals for dept 5332 - SEWER OPERATIONS**		**0**	**0**	**75,000**	**0**	**0**	48
49								49
50	**TOTAL AMERICAN RESCUE PLAN ACT FUND EXPENDITURES**		**0**	**0**	**3,194,445**	**277,044**	**19,420**	50

DEPARTMENTAL BUDGET SUMMARY
SURTAX FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	-	-	-
Capital	4,167	986,448	2,760
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 4,167	$ 986,448	$ 2,760

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Fund 156 - SURTAX FUND							
1								1
2	**Dept 5441 - Road Imp/Public Service**							2
3	CAPITAL							3
4	156-5441-5641.000	Capital Outlay	0	0	0	0	**2,760**	4
5	156-5441-5641.002	NE 26th ST Design	0	0	240,000	4,167	**0**	5
6	156-5441-5641.003	Wilton DR Landscape & Irrigation	0	0	279,133	0	**0**	6
7	156-5441-5641.004	NE 15th Ave & 24th Road Improve.	0	0	467,315	0	**0**	7
8	OPERATING EXPENDITURES		0	0	986,448	4,167	**2,760**	8
9								9
10	**Totals for dept 5441 - Road Imp/Public Service**		**0**	**0**	**986,448**	**4,167**	**2,760**	10
11								11
12								12
13	**TOTAL SURTAX FUND**		**0**	**0**	**986,448**	**4,167**	**2,760**	13

DEPARTMENTAL BUDGET SUMMARY
MISCELLANEOUS GRANTS FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ 27,947	$ 30,826	$ -
Personnel Benefits	2,139	2,358	-
Operating Expenditures	30,751	200	120
Capital	13,682	34,350	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 74,519	$ 67,734	$ 120

NOTE: This Fund has no permanently-assigned employees. Some Personnel Wages and Benefits costs for employees assigned to other funds are accounted for in the Miscellaneous Grants Fund when grant reimbursements are available to cover those costs.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Fund 157 - MISCELLANEOUS GRANTS FUND						
Dept 5119 - CITY HALL & CITYWIDE ACTIVITIES						
OPERATING EXPENDITURES						
157-5119-5951.000	Contingencies	0	200	200	0	**120**
OPERATING EXPENDITURES		0	200	200	0	**120**
Totals for dept 5119 - CITY HALL & CITYWIDE ACTIVITIES		**0**	**200**	**200**	**0**	**120**
Dept 5210 - Police						
OPERATING EXPENDITURES						
157-5210-5802.004	Bulletproof Vest Grant Expense	8,512	0	0	0	**0**
157-5210-5807.008	Metro Broward Drug Task Force	20,790	0	0	7,079	**0**
OPERATING EXPENDITURES		29,302	0	0	7,079	**0**
Totals for dept 5210 - Police		**29,302**	**0**	**0**	**7,079**	**0**
Dept 5221 - POLICE SWORN						
PERSONNEL WAGES						
157-5221-5141.000	EMLEG Grant Overtime	27,947	30,826	30,826	0	**0**
PERSONNEL WAGES		27,947	30,826	30,826	0	**0**
PERSONNEL BENEFITS						
157-5221-5211.000	EMLEG Grant FICA	2,139	2,358	2,358	0	**0**
PERSONNEL BENEFITS		2,139	2,358	2,358	0	**0**
Totals for dept 5221 - POLICE SWORN		**30,086**	**33,184**	**33,184**	**0**	**0**
Dept 5441 - Road Imp/Public Service						
CAPITAL						
157-5441-5641.003	Wiltond Dri Landscaping & Irrigation	0	0	23,163	0	**0**
CAPITAL		0	0	23,163	0	**0**
Totals for dept 5441 - Road Imp/Public Service		**0**	**0**	**23,163**	**0**	**0**
Dept 5712 - LIBRARY						
CAPITAL						
157-5712-5802.001	State Aid to Libraries	13,682	11,187	11,187	8,393	**0**
CAPITAL		13,682	11,187	11,187	8,393	**0**
Totals for dept 5712 - Library		**13,682**	**11,187**	**11,187**	**8,393**	**0**
Dept 5771- LIBRARY						
OPERATING EXPENDITURES						
157-5771-5521.000	Operating Supplies	1,449	0	0	448	**0**
OPERATING EXPENDITURES		1,449	0	0	448	**0**
Totals for dept 5771 - LIBRARY		**1,449**	**0**	**0**	**448**	**0**
TOTAL MISCELLANEOUS GRANTS FUND EXPENDITURES		**74,519**	**44,571**	**67,734**	**15,920**	**120**

ROAD IMPROVEMENT FUND

The revenue from this fund is generated through a State and Local Option Gas Tax. The City uses this money to overlay streets, install traffic calming devices, perform right-of-way grounds maintenance, and for purchasing related right-of-way maintenance equipment, supplies, and materials.

Streets, Signs, and Sidewalks - The street and sidewalk program provides for maintenance to the City's roads and walkways. The Fund has no permanently-assigned employees. Minor repairs to the streets, such as pothole patching or utility excavation repairs, are done in house by employees of the Emergency Management/Utilities Department. An asphalt overlay contractor performs street paving. Sidewalk repairs are done on an "as needed" basis. Additionally, this program encompasses the removal of debris within the City's right-of-ways and the repair/replacement of street signs. The streets program also includes the installation of striping, such as centerline, edge line, and stop bars.

Right-of-way mowing and landscape maintenance is performed by contractors and by employees of the Leisure Services Department's Parks and Facilities Division.

This fund also accounts for road improvement project made possible through grant funding from transportation agencies such as the Florida Department of Transportation.

DEPARTMENTAL BUDGET SUMMARY
ROAD IMPROVEMENT FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	154,634	290,608	246,376
Capital	5,857	302,600	16,198
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 160,491	$ 593,208	$ 262,574

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Dept 5441 - ROAD IMP/PUBLIC SERVICES						
OPERATING EXPENDITURES						
163-5441-5302.000	Road Imprvmnt Operations	83,519	196,500	229,039	48,454	**118,500**
163-5441-5311.000	Professional Services	895	0	0	0	**0**
163-5441-5491.000	City Hall Indirect Chgs	25,849	15,725	15,725	10,480	**0**
163-5441-5496.000	Year End Inventory Adjmt	(1,412)	0	0	0	**0**
163-5441-5951.000	Contingencies	0	1,764	1,764	0	**60,435**
OPERATING EXPENDITURES		108,851	213,989	246,528	58,934	**178,935**
CAPITAL						
163-5441-5641.000	Capital Outlay	5,857	42,500	238,320	0	**0**
163-5441-5641.001	Capital Outlay Non Capitalizable	0	0	0	38,341	**0**
163-5441-5690.000	Contribution to Capital Replacement Pla	0	14,280	14,280	0	**16,198**
CAPITAL		5,857	56,780	252,600	38,341	**16,198**
Totals for dept 5441 - ROAD IMP/PUBLIC SERVICES		**114,708**	**270,769**	**499,128**	**97,275**	**195,133**
Dept 5779 - PARKS & FACILITIES						
OPERATING EXPENDITURES						
163-5779-5341.000	Contractual Services	15,235	19,750	19,750	8,651	**19,750**
163-5779-5431.001	UTILITIES - Electricity	0	0	0	0	**5,100**
163-5779-5431.002	UTILITIES - Water & Sewer	0	0	0	0	**19,980**
163-5779-5467.000	Right-of-Way Maintenance	30,548	24,330	24,330	17,116	**22,611**
OPERATING EXPENDITURES		45,783	44,080	44,080	25,767	**67,441**
CAPITAL						
163-5441-5641.000	Capital Outlay	0	50,000	50,000	0	**0**
CAPITAL		0	50,000	50,000	0	**0**
Totals for dept 5779 - PARKS & FACILITIES		**45,783**	**94,080**	**94,080**	**25,767**	**67,441**
TOTAL ROAD FUND EXPENDITURES		**160,491**	**364,849**	**593,208**	**123,042**	**262,574**

City of Wilton Manors FY23-27 Capital Improvement Program

Road Improvement Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Road Improvement Fund	$ 16,198	$ 16,522	$ 16,852	$ 17,189	$ 17,533	*$ 84,294*
Capital Replacement Plan	-	108,000	-	-	-	*$ 108,000*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 16,198	$ 124,522	$ 16,852	$ 17,189	$ 17,533	*$ 192,294*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	108,000	-	-	-	*$ 108,000*
Capital Replacement Plan	16,198	16,522	16,852	17,189	17,533	*$ 84,294*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 16,198	$ 124,522	$ 16,852	$ 17,189	$ 17,533	*$ 192,294*

City of Wilton Manors FY23-27 Capital Improvement Program

Road Improvement Fund

Capital Replacement Plan

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Road Improvement Fund	$ 16,198	$ 16,522	$ 16,852	$ 17,189	$ 17,533	*$ 84,294*
Capital Replacement Plan		108,000				*$ 108,000*
						$ -
TOTAL SOURCES:	$ 16,198	$ 124,522	$ 16,852	$ 17,189	$ 17,533	*$ 192,294*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:						*$ -*
Vehicles:						*$ -*
Plans, Studies, Engineering & Architecture:						*$ -*
Computers & Technology:						*$ -*
Infrastructure		108,000				*$ 108,000*
Capital Replacement Plan	16,198	16,522	16,852	17,189	17,533	*$ 84,294*
TOTAL COSTS:	$ 16,198	$ 124,522	$ 16,852	$ 17,189	$ 17,533	*$ 192,294*

JENADA
SPECIAL ASSESSMENT FUND

The Jenada Special Assessment budget provides for the maintenance and utilities of the entry gates of the Jenada Isle neighborhood, and is funded by the residents of Jenada Isle through a special assessment.

DEPARTMENTAL BUDGET SUMMARY
JENADA GATEHOUSE ASSESSMENT FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	4,169	8,045	8,150
Capital	1,513	-	
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 5,682	$ 8,045	$ 8,150

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Fund 601 - JENADA SPECIAL ASSESSMENT FUND						
Dept 5440 - PUBLIC SERVICES						
OPERATING EXPENDITURES						
601-5440-5312.000	Legal & Administrative Services	2,022	2,100	2,100	592	**2,100**
601-5440-5431.001	Utilities - Electricty	0	0	0	0	**400**
601-5440-5431.002	Utilities - Water & Sewer	0	0	0	0	**370**
601-5440-5466.000	Jenada Gate Maintenance	2,147	770	770	549	**0**
601-5440-5991.000	Contingency - Fund Balance	0	5,175	5,175	0	**5,280**
OPERATING EXPENDITURES		4,169	8,045	8,045	1,141	**8,150**
CAPITAL						
601-5440-5641.000	Capital Outlay	1,513	0	0	0	**0**
CAPITAL		1,513	0	0	0	**0**
Totals for dept 5440 - PUBLIC SERVICES		**5,682**	**8,045**	**8,045**	**1,141**	**8,150**
TOTAL JENADA SPECIAL ASSESSMENT FUND EXPENDITURES		**5,682**	**8,045**	**8,045**	**1,141**	**8,150**

JENADA SPECIAL ASSESSMENT RATE HISTORY

Land Designation	FISCAL YEAR 21-22			FISCAL YEAR 22-23			Change From Prior Year	
	Allocation Percent	Cost Per Designation	Cost Per Unit	Allocation Percent	Cost Per Designation	Cost Per Unit	Amount	Percentage
Residential	100.0%	$8,000.37	$98.77	100.0%	$8,000.37	$98.77	$0.00	0.0%

Land Designation	FY16 Cost Per Unit	FY17 Cost Per Unit	FY18 Cost Per Unit	FY19 Cost Per Unit	FY20 Cost Per Unit	FY21 Cost Per Unit	FY22 Cost Per Unit	FY23 Cost Per Unit
Residential	$ 100.77	$ 103.09	$ 103.09	$ 100.00	$ 98.77	$ 98.77	$ 98.77	$ 98.77
	$ 8,162.37	$ 8,350.29	$ 8,350.29	$ 8,100.00	$ 8,000.37	$ 8,000.37	$ 8,000.37	$ 8,000.37

WILTON DRIVE IMPROVEMENT DISTRICT

In 2014 the City Commission adopted an ordinance creating the Wilton Drive Improvement District (WDID) to work toward creating a cleaner, safer, more attractive, and economically viable Wilton Drive. The District consists of 56 parcels of commercial property that border Wilton Drive. The district has the power to levy non-ad valorem assessments up to $100,000 annually to fund its operations. WDID is a dependent special district under Chapter 189 of Florida Statutes, and is a Component Unit of the City for financial reporting purposes.

The District's board is comprised of seven members appointed by the City Commission.

DEPARTMENTAL BUDGET SUMMARY
WILTON DRIVE IMPROVEMENT DISTRICT

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	79,390	99,990	118,640
Capital	1,258	60,000	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 80,648	$ 159,990	$ 118,640

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Fund 602 - WILTON DRIVE IMPROVEMENT DISTRICT							
	Dept 5520 - WDID							
1	OPERATING EXPENDITURES							1
2	602-5520-5311.000	Professional Services	3,696	3,700	3,700	3,639	**5,200**	2
3	602-5520-5312.000	Legal Services - City Attorney	11,475	15,290	15,290	4,825	**13,000**	3
4	602-5520-5341.000	Contractual Services	32,670	34,000	47,592	32,820	**73,000**	4
5	602-5520-5451.000	Insurance	2,529	3,500	3,500	2,618	**3,000**	5
6	602-5520-5481.000	Promotional Activities	27,077	28,000	17,908	6,865	**10,400**	6
7	602-5520-5482.000	Advertising	1,579	3,000	3,000	0	**2,000**	7
8	602-5520-5490.008	Licenses & Permit Fees	0	500	500	0	**500**	8
9	602-5520-5521.000	Operating Supplies	364	1,200	1,200	475	**500**	9
9	602-5520-5525.003	Special Events	0	7,300	7,300	0	**10,000**	9
10	602-5520-5951.000	Contingencies	0	0	0	0	**1,040**	10
11	OPERATING EXPENDITURES		79,390	96,490	99,990	51,242	**118,640**	11
12								12
13	CAPITAL							13
14	602-5520-5641.000	Capital Outlay	1,258	0	60,000	0	**0**	14
15	CAPITAL		1,258	0	60,000	0	**0**	15
16								16
17	**Totals for dept 5520 - WDID**		**80,648**	**96,490**	**159,990**	**51,242**	**118,640**	17
18								18
19								19
20								20
21	**TOTAL WILTON DRIVE IMPROVEMENT DISTRICT EXPENDITURES**		**80,648**	**96,490**	**159,990**	**51,242**	**118,640**	21

GENERAL CAPITAL IMPROVEMENT FUND

This fund accounts for the acquisition of fixed assets or construction of capital projects financed by the General Fund. Funding for this fund is derived from federal, state, and local grants, and transfers from the General Fund. The fund also accounts for the General Fund's portion of the City's Capital Replacement Plan.

This fund was created as a new, separate fund in FY2019-2020 as an attempt to start bringing more focus and improvements to the City's process for long-term capital planning.

DEPARTMENTAL BUDGET SUMMARY
CAPITAL IMPROVEMENT FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ -	$ -	$ -
Personnel Benefits	-	-	-
Operating Expenditures	-	-	-
Capital	321,255	1,584,956	2,151,841
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 321,255	$ 1,584,956	$ 2,151,841

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	2022-23 RECOMMENDED BUDGET
Dept 5112 - CITY MANAGER						
CAPITAL						
300-5112-5641.000	Capital Outlay	300	0	134,676	2,238	**125,000**
CAPITAL		300	0	134,676	2,238	**125,000**
Totals for dept 5112 - CITY MANAGER		**300**	**0**	**134,676**	**2,238**	**125,000**
Dept 5115 - HUMAN RESOURCES						
CAPITAL						
300-5115-5641.000	Capital Outlay	0	0	0	0	**6,000**
CAPITAL		0	0	0	0	**6,000**
Totals for dept 5115 - HUMAN RESOURCES		**0**	**0**	**0**	**0**	**6,000**
Dept 5117 - INFORMATION TECHNOLOGY						
CAPITAL						
300-5117-5641.000	Capital Outlay	116,355	45,300	141,600	13,638	**354,404**
300-5117-5641.001	Capital Outlay Non Capitalizable	2,966	8,508	8,508	0	**0**
CAPITAL		119,321	53,808	150,108	13,638	**354,404**
Totals for dept 5117 - INFORMATION TECHNOLOGY		**119,321**	**53,808**	**150,108**	**13,638**	**354,404**
Dept 5118 - NON DEPARTMENTAL ACTIVITIES						
OPERATING EXPENDITURES						
300-5118-5991.000	Contingency - Fund Balance	0	100,000	100,000	0	**463,475**
OPERATING EXPENDITURES		0	100,000	100,000	0	**463,475**
Totals for dept 5118 - NON DEPARTMENTAL ACTIVITIES		**0**	**100,000**	**100,000**	**0**	**463,475**
Dept 5119 - CITY HALL & CITYWIDE ACTIVITIES						
CAPITAL						
300-5119-5641.000	Capital Outlay	36,004	0	399,441	8,947	**0**
300-5119-5641.001	Capital Outlay Non Capitalizable	0	0	0	0	**0**
CAPITAL		36,004	0	399,441	8,947	**0**
Totals for dept 5119 - CITY HALL & CITYWIDE ACTIVITIES		**36,004**	**0**	**399,441**	**8,947**	**0**
Dept 5222 - POL NON-SWORN						
CAPITAL						
300-5222-5641.000	Capital Outlay	106,529	297,203	297,203	38,834	**382,712**
300-5222-5641.001	Capital Outlay Non Capitalizable	0	0	0	0	**0**
CAPITAL		106,529	297,203	297,203	38,834	**382,712**
Totals for dept 5222 - POL NON-SWORN		**106,529**	**297,203**	**297,203**	**38,834**	**382,712**
Dept 5224 - COMMUNITY DEVELOPMENT						
CAPITAL						
300-5224-5641.000	Capital Outlay	0	35,000	35,000	0	**5,250**
300-5224-5641.001	Capital Outlay Non Capitalizable	0	0	0	0	**0**
CAPITAL		0	35,000	35,000	0	**5,250**
Totals for dept 5224 - COMMUNITY DEVELOPMENT		**0**	**35,000**	**35,000**	**0**	**5,250**

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Dept 5440 - PUBLIC SERVICES						
CAPITAL						
300-5440-5641.000	Capital Outlay	0	0	0	0	**41,000**
300-5440-5641.001	Capital Outlay Non Capitalizable	0	0	0	0	**0**
CAPITAL		0	0	0	0	**41,000**
Totals for dept 5440 - PUBLIC SERVICES		**0**	**0**	**0**	**0**	**41,000**
Dept 5771 - LIBRARY						
CAPITAL						
300-5224-5641.000	Capital Outlay	0	0	0	0	**22,000**
300-5771-5661.000	Capital Outlay - Publications	18,811	35,000	35,000	21,080	**35,000**
CAPITAL		18,811	35,000	35,000	21,080	**57,000**
Totals for dept 5771 - LIBRARY		**18,811**	**35,000**	**35,000**	**21,080**	**57,000**
Dept 5772 - RECREATION						
CAPITAL						
300-5772-5641.000	Capital Outlay	969	0	0	0	**0**
CAPITAL		969	0	0	0	**0**
Totals for dept 5772 - RECREATION		**969**	**0**	**0**	**0**	**0**
Dept 5779 - PARKS & FACILITIES						
CAPITAL						
300-5779-5641.000	Capital Outlay	29,443	282,500	433,528	32,959	**717,000**
300-5779-5641.001	Capital Outlay Non Capitalizable	9,878	0	0	0	**0**
CAPITAL		39,321	282,500	433,528	32,959	**717,000**
Totals for dept 5779 - PARKS & FACILITIES		**39,321**	**282,500**	**433,528**	**32,959**	**717,000**
TOTAL CAPITAL IMPROVEMENT FUND EXPENDITURES		**321,255**	**803,511**	**1,584,956**	**117,696**	**2,151,841**

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvements Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvements Fund	$ 1,672,721	$ 6,977,479	$ 2,564,771	$ 1,620,564	$ 892,809	*$ 13,728,344*
Capital Replacement Plan	$ 479,120	$ -	$ -	$ -	$ -	*$ 479,120*
Grants	$ -	$ -	$ -	$ -	$ -	*$ -*
Other	$ -	$ -	$ -	$ -	$ -	*$ -*
TOTAL SOURCES:	$ 2,151,841	$ 6,977,479	$ 2,564,771	$ 1,620,564	$ 892,809	*$ 14,207,464*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ 126,462	$ 335,360	$ 170,428	$ 172,721	$ 175,129	*$ 980,100*
Vehicles:	$ 381,000	$ 43,000	$ -	$ -	$ -	*$ 424,000*
Plans, Studies, Engineering & Architecture:	$ 125,000	$ 81,000	$ 25,000	$ -	$ -	*$ 231,000*
Computers & Technology:	$ 360,404	$ 1,144	$ 1,144	$ -	$ -	*$ 362,692*
Infrastructure	$ 660,500	$ 2,174,500	$ 1,170,000	$ 885,000	$ 145,000	*$ 5,035,000*
Capital Replacement Plan	$ 463,475	$ 472,475	$ 482,199	$ 491,843	$ 501,680	*$ 2,411,672*
Other:	$ 35,000	$ 3,870,000	$ 716,000	$ 71,000	$ 71,000	*$ 4,763,000*
TOTAL COSTS:	$ 2,151,841	$ 6,977,479	$ 2,564,771	$ 1,620,564	$ 892,809	*$ 14,207,464*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvements Fund

Capital Replacement Plan

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvements Fund	$ 463,475	$ 472,475	$ 482,199	$ 491,843	$ 501,680	*$ 2,411,672*
Capital Replacement Plan	-	-	-	-	-	*$ -*
						$ -
TOTAL SOURCES:	$ 463,475	$ 472,475	$ 482,199	$ 491,843	$ 501,680	*$ 2,411,672*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:						*$ -*
Vehicles:						*$ -*
Plans, Studies, Engineering & Architecture:						*$ -*
Computers & Technology:						*$ -*
Infrastructure						*$ -*
Capital Replacement Plan	$ 463,475	$ 472,475	$ 482,199	$ 491,843	$ 501,680	*$ 2,411,672*
TOTAL COSTS:	$ 463,475	$ 472,475	$ 482,199	$ 491,843	$ 501,680	*$ 2,411,672*

In FY13 the City began a Capital Replacement Plan (CRP) that is intended to provide an orderly method of funding for the planned replacement of vehicles, equipment, technology, and selected infrastructure throughout the City. Each fund makes contributions every year to the CRP in amounts designed to keep the plan solvent over the long term. The monies in the Capital Replacement Plan are accounted for as Committed Fund Balance (in governmental funds) or Restricted Net Positon (in business-type funds). The monies needed for planned capital purchases during each fiscal year are withdrawn from the Plan and budgeted as Appropriation of Fund Balance (in governmental funds) or Appropriation of Net Position (in business-type funds). More information on the Capital Replacement Plan can be found in the Five-Year Capital Improvement Program section of this budget book.

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

CITY MANAGER'S OFFICE

Department Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 125,000	$ 50,000	$ 25,000	$ -	$ -	*$ 200,000*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 125,000	$ 50,000	$ 25,000	$ -	$ -	*$ 200,000*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	125,000	50,000	25,000	-	-	*$ 200,000*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 125,000	$ 50,000	$ 25,000	$ -	$ -	*$ 200,000*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

HUMAN RESOURCES DEPARTMENT

Department Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 6,000	$ -	$ -	$ -	$ -	*$ 6,000*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 6,000	$ -	$ -	$ -	$ -	*$ 6,000*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	6,000	-	-	-	-	*$ 6,000*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 6,000	$ -	$ -	$ -	$ -	*$ 6,000*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

Information Technology Department

Department Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 293,784	$ 1,144	$ 1,144			*$ 296,072*
Capital Replacement Plan	60,620	-	-	-	-	*$ 60,620*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 354,404	$ 1,144	$ 1,144	$ -	$ -	*$ 356,692*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	354,404	1,144	1,144			*$ 356,692*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 354,404	$ 1,144	$ 1,144	$ -	$ -	*$ 356,692*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

Police Department

Department Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 71,212	$ 293,360	$ 198,678	$ 200,971	$ 203,379	*$ 967,600*
Capital Replacement Plan	311,500	-	-	-	-	*$ 311,500*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 382,712	$ 293,360	$ 198,678	$ 200,971	$ 203,379	*$ 1,279,100*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ 74,212	$ 165,360	$ 167,678	$ 169,971	$ 172,379	*$ 749,600*
Vehicles:	301,000	43,000	-	-	-	*$ 344,000*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:		-	-	-	-	*$ -*
Infrastructure	7,500	-	-	-	-	*$ 7,500*
Capital Replacement Plan						*$ -*
Other:	-	85,000	31,000	31,000	31,000	*$ 178,000*
TOTAL COSTS:	$ 382,712	$ 293,360	$ 198,678	$ 200,971	$ 203,379	*$ 1,279,100*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

Community Development Services Department

Department Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 5,250	$ -	$ -	$ -	$ -	*$ 5,250*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 5,250	$ -	$ -	$ -	$ -	*$ 5,250*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ 5,250	$ -	$ -	$ -	$ -	*$ 5,250*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure		-	-	-	-	*$ -*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 5,250	$ -	$ -	$ -	$ -	*$ 5,250*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

Public Services

Department Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 5,000	$ -	$ -	$ -	$ -	*$ 5,000*
Capital Replacement Plan	36,000	-	-	-	-	*$ 36,000*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 41,000	$ -	$ -	$ -	$ -	*$ 41,000*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ 41,000	$ -	$ -	$ -	$ -	*$ 41,000*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure		-	-	-	-	*$ -*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 41,000	$ -	$ -	$ -	$ -	*$ 41,000*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

Leisure Services Department - Library Division

Department/Division Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 57,000	$ 55,000	$ 37,750	$ 42,750	$ 42,750	*$ 235,250*
Capital Replacement Plan	-		-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 57,000	$ 55,000	$ 37,750	$ 42,750	$ 42,750	*$ 235,250*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ 20,000	$ 2,750	$ 2,750	$ 2,750	*$ 28,250*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-		-	-	-	*$ -*
Infrastructure	22,000		-	-	-	*$ 22,000*
Capital Replacement Plan	-	-	-	-	-	*$ 185,000*
Other:	35,000	35,000	35,000	40,000	40,000	*$ 235,250*
TOTAL COSTS:	$ 57,000	$ 55,000	$ 37,750	$ 42,750	$ 42,750	*$ 235,250*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvement Fund

Leisure Services Department - Parks & Facilities Division

Department Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvement Fund	$ 646,000	$ 6,105,500	$ 1,820,000	$ 885,000	$ 145,000	*$ 9,601,500*
Capital Replacement Plan	71,000	-	-	-	-	*$ 71,000*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 717,000	$ 6,105,500	$ 1,820,000	$ 885,000	$ 145,000	*$ 9,672,500*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ 6,000	$ 150,000	$ -	$ -	$ -	*$ 156,000*
Vehicles:	80,000	-	-	-	-	*$ 80,000*
Plans, Studies, Engineering & Architecture:	-	31,000	-	-	-	*$ 31,000*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	631,000	2,174,500	1,170,000	885,000	145,000	*$ 5,005,500*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Other (Land Acquisition):	-	3,750,000	650,000	-	-	*$ 4,400,000*
TOTAL COSTS:	$ 717,000	$ 6,105,500	$ 1,820,000	$ 885,000	$ 145,000	*$ 9,672,500*

CITY OF WILTON MANORS
FY2023-2027 CAPITAL IMPROVEMENT FUND
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	Page #	FY2023	FY2024	FY2025	FY2026	FY2027	Total
	GOVERNMENTAL FUNDS							
	CAPITAL PROJECTS FUND							
	City Manager's Office - 5112							
1	Wilton Drive Phase 3	U-17	$50,000	$50,000	$25,000			$125,000
2	Grant Matching Funds	U-19	$75,000					$75,000
3								
4	**Total City Manager's Office**		**$125,000**	**$50,000**	**$25,000**	**$0**	**$0**	**$200,000**
5								
6	**Human Resources - 5115**							
7	D10 System for HR Conference Room	U-21	$6,000					$6,000
8								
9	**Total Human Resources**		**$6,000**	**$0**	**$0**	**$0**	**$0**	**$6,000**
10								
11	**Information Technology - 5117**							
12	CRP - PC / Laptop Replacement Plan	U-23	$60,620					$60,620
13	PD and LS Printers	U-25	$5,000					$5,000
14	Meraki Switchers - Library & Hagen Switches	U-27	$10,994					$10,994
15	Aruba Switches	U-29	$69,000					$69,000
16	Telecommunications recommendations	U-31	$100,000					$100,000
17	IT Master Plan recommendations	U-33	$50,000					$50,000
18	Cloud backup storage	U-35	$8,000					$8,000
19	Visio	U-37	$23,000					$23,000
20	Fingerprint equipment and software	U-39	$9,265	$1,144	$1,144			$11,553
21	Mickel Park Camera System	U-41	$18,525					$18,525
22								
23	**Total Information Technology**		**$354,404**	**$1,144**	**$1,144**	**$0**	**$0**	**$356,692**
24								
25	**Police Department - 5222**							
26	CRP - Two (2) unmarked detective vehicles	U-43	$80,000					$80,000
27	CRP - Four (4) marked hybrid police vehicles	U-45	$221,000					$221,000
28	Five (5) additional handheld laser units	U-47	$10,500					$10,500
29	In-car cameras, year 4 of 5	U-49	$36,492	$36,492	$38,457	$40,380	$42,399	$194,220
30	Tasers, year 5 of 5	U-51	$6,720	$7,056	$7,409	$7,779	$8,168	$37,132
31	Briefing Room Upgrade	U-53	$7,500					$7,500
32	Fifteen (15) short barrel rifles & twenty-two rifle slings	U-55	$20,500					$20,500
33	One (1) Ford Ranger for Code Enforcement			$43,000				$43,000
34	LPR cameras			$75,000	$75,000	$75,000	$75,000	$300,000
35	EDIC K-9			$45,000				$45,000
36	Vacation rental identification service			$31,000	$31,000	$31,000	$31,000	$124,000
37	Three (3) vehicle wraps			$9,000				$9,000
38	License & storage for body worn cameras			$46,812	$46,812	$46,812	$46,812	$187,248
39								
40	**Total Police Department**		**$382,712**	**$293,360**	**$198,678**	**$200,971**	**$203,379**	**$1,279,100**
41								
42	**Community Development Services - 5224**							
43	Cross-cut shredder	U-57	$1,750					$1,750
44	Seven (7) filing cabinets	U-59	$3,500					$3,500
45								
46	**Total Community Development Services**		**$5,250**	**$0**	**$0**	**$0**	**$0**	**$5,250**
47								
48	**Public Services - 5440**							
49	CRP - Two (2) replacement message boards	U-61	$36,000					$36,000
50	Replace traffic counter	U-63	$5,000					$5,000
51								
52	**Total Public Services**		**$41,000**	**$0**	**$0**	**$0**	**$0**	**$41,000**
53								

CITY OF WILTON MANORS
FY2023-2027 CAPITAL IMPROVEMENT FUND
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	Page #	FY2023	FY2024	FY2025	FY2026	FY2027	Total
54	**Library - 5771**							
55	Resurface and restripe Library parking lot	U-65	$10,000					$10,000
56	Library Books	U-67	$35,000	$35,000	$35,000	$40,000	$40,000	$185,000
57	External lighting in front of the existing library building	U-69	$7,000					$7,000
58	Replace internal door with an automatic door	U-71	$5,000					$5,000
59	RFID Security System			$20,000	$2,750	$2,750	$2,750	$28,250
60								
61	**Total Library**		**$57,000**	**$55,000**	**$37,750**	**$42,750**	**$42,750**	**$235,250**
62								
63	**Parks & Facilities - 5779**							
64	CRP - Replace 2008 Ford F250	U-73	$35,000					$35,000
65	CRP - Replace one 15 passenger van	U-75	$30,000					$30,000
66	CRP - Repair & Replace Fitness Equipment	U-77	$6,000					$6,000
67	Roofing Repairs	U-79	$100,000					$100,000
68	ICPP Basketball Resurfacing	U-81	$20,000					$20,000
69	Hagen Tennis Resurfacing	U-83	$35,000					$35,000
70	Hagen & ICPP Interior Painting	U-85	$20,000					$20,000
71	Cultural Center Flooring Replacement	U-87	$15,000					$15,000
72	Mickel Sewer Line	U-89	$10,000					$10,000
73	Mickel Pavillion Repairs	U-91	$10,000					$10,000
74	Park and Waterway Signage	U-93	$10,000					$10,000
75	Hagen Carpeting	U-95	$20,000					$20,000
76	City Boat Ramp Repairs - Snook Creek and Colohatchee	U-97	$35,000					$35,000
77	ICPP Floor Replacement	U-99	$45,000					$45,000
78	Mickel Sink & Vanity Replacement	U-101	$5,000					$5,000
79	Cultural Center Improvements	U-103	$30,000					$30,000
80	Richardson Carriage Bar Replacement	U-105	$15,000					$15,000
81	City Hall / Hagen Parking Lot Resurfacing & Stripint	U-107	$25,000					$25,000
82	LED Lighting for City Hall	U-109	$60,000					$60,000
83	City Hall Ladder	U-111	$6,000					$6,000
84	Generator - Additional Funding	U-113	$50,000					$50,000
85	50-Year Inspection Municipal Complex	U-115	$20,000					$20,000
86	Hagen Amenities	U-117	$100,000					$100,000
87	Jon Boat	U-119	$15,000					$15,000
88	Colohatchee K-9 Grass Large & Small Dog Area			$130,000				$130,000
89	Richardson Lighting			$10,000				$10,000
90	ICPP/811 Access			$12,000				$12,000
91	Transfer Switches at Library and Mickel			$30,000				$30,000
92	811/ICPP K-9 Grass			$60,000				$60,000
93	CDBG Lighting for Pickleball			$10,000				$10,000
94	Hagen Park Energy Efficient Lighting			$300,000				$300,000
95	Park System & Site Master Plan Hagen & Colohatchee Parks			$31,000				$31,000
96	Bus Shelter Painting			$27,500				$27,500
97	Carriage House Renovations				$350,000			$350,000
98	Colohatchee Boat Ramp Expansion			$650,000				$650,000
99	Colohatchee Park Expansion / Access			$900,000				$900,000
100	Hagen Park Expansion			$2,400,000	$800,000	$865,000	$125,000	$4,190,000
101	Hagen Park Lobby & Office Flooring			$25,000				$25,000
102	HVAC Replacements			$20,000	$20,000	$20,000	$20,000	$80,000
103	ICPP Playground & Surfacing Replacement			$150,000				$150,000
104	Library Land Acquisition			$350,000	$650,000			$1,000,000
105	Mickel Land Acquisition			$1,000,000				$1,000,000
106								
107	**Total Parks & Facilities**		**$717,000**	**$6,105,500**	**$1,820,000**	**$885,000**	**$145,000**	**$9,672,500**
108	**Total Leisure Services**		**$774,000**	**$6,160,500**	**$1,857,750**	**$927,750**	**$187,750**	**$9,907,750**
109	**Contribution to Capital Replacement Plan**		**$463,475**	**$472,475**	**$482,199**	**$491,843**	**$501,680**	**$2,411,672**
110	**Total Capital Improvement Fund ***		**$2,151,841**	**$6,977,479**	**$2,564,771**	**$1,620,564**	**$892,809**	**$14,207,464**

*** Does not include future capital replacement plan purchases.**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: City Managers Office

Date Completed: 2/22/2022

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project: 12,500

Accounting String: 300-5112-5641

Provide a Detailed Descripton of the Project

Wilton Drive Phase 3 Street Furniture, lighting and public art - Once the irrigation and landscape is installed, trash bins, benches, butt urns and other street furniture will be needed to improve and beautify the City's "Main Street".

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The beautification of Wilton Drive will enhance livability and encourage daytime as well as nightime traffic. Street furniture provides important amenities for pedestrians by adding functionality and vitalitality, contributes to a sense of place and encourages economic activity. The Wilton Drive Improvement District will also likely contribute capital funds to this project.

Explain any Recurring Operating Costs

Maintenance of the equipment can be provided by internal staff. The estimated cost for maintenance is 30 hours per year @ $18.00 hr.

Alignment to Strategic Plan

Goal B: Promote Economic Development and Goal C: Enhance Quality of Life and Livability

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Street furniture			50,000		50,000
23-24	Lighting			50,000		50,000
24-25	Public Art			25,000		25,000
						0
						0
	Total Non-Recurring Costs	$0	$0	$125,000	$0	$125,000
Recurring Costs						
23-24	Maintenance	540				540
						0
						0
						0
						0
	Total Proposed Recurring Costs	$540	$0	$0	$0	$540
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$540	$0	$125,000	$0	$125,540
	Cost per Resident Served	$0	$0	$10	$0	$10

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$540	$0	$125,000	$0	$125,540
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT — Date

Staffing Needs N/A

Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 3/30/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager — Date 6/27/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department	Date Completed
City Managers Office	2/15/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 12,500

Accounting String: 300-5112-5641

Provide a Detailed Descripton of the Project

Matching Grant Funds - As the City applies for federal, state and surtax grant funding, matching funds and ineligible costs are often required to be funded. These funds would be held in reserve and utilized only if there are ineligible costs associated with an application, or if matching funds are required.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal A: Advance Infrastructure Improvements and Goal E: Exhibit Fiscal Responsibility.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Capital Costs			75000 ~~100,000~~		75000 ~~100,000~~
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	~~$100,000~~ 75000	$0	~~$100,000~~ 75000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	75000 ~~$100,000~~	$0	75000 ~~$100,000~~
	Cost per Resident Served	$0	$0	~~$8~~ 6	$0	~~$8~~ 6

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	75000 ~~$100,000~~	$0	75000 ~~$100,000~~
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/30/22
Finance Director Date

City Manager Use Only

	Yes	No
Add to Recommended Budget		

6/20/22
City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department

Human Resources

Date Completed

1-Mar-22

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project

0

Accounting String 300-5115-5641.000

Provide a Detailed Descripton of the Project

Purchase of a D10 system for the HR Conference Room.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

As a result of the pandemic, job interviews were mostly conducted via Zoom. A D10 would also provide a permanent for solution for recurring meetings, litigation hearings, employee depositions, etc.

Explain any Recurring Operating Costs

An anuual Zoom license would be required for this system.

Alignment to Strategic Plan

Goal D: Cultivate Effcient and High Performing Government. 1. Identify Operatinal Efficiencies and Improvemens for City Departments and Programs.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
23	Purchase of D10			6,000		6,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$6,000**	**$0**	**$6,000**
Recurring Costs						
23	Zoom License				500	500
24	Zoom License				500	500
25	Zoom License				500	500
26	Zoom License				500	500
27	Zoom License				500	500
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$2,500**	**$2,500**
	Recurring Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**
	Total Costs	**$0**	**$0**	**$6,000**	**$2,500**	**$8,500**
	Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$6,000	$2,500	$8,500
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs ______________________
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance ______________________
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/30/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

6/20/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Information Technology

Date Completed
2/14/2022

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project
12,500

Accounting String 300-5117-5641

Provide a Detailed Descripton of the Project

City PC Replacement and PD Laptops- This is an annual capital cost for purchase and maintenance of personal computing devices, either desktop or laptop. Request is to purchase four city desktop computers @$1400 each, 20 PD laptops (Dell 5430 replacing Dell 5404 and 5414)@$2600 each, 12 16gb RAM kits @$120 each, and 10 monitors @$160 each.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Most of the city's desktop PC's have been on a five year replacement cycle. However, IT lengthens that life by updating the RAM and storage space. In previous FY's the updates included replacing mechanical spinning platter based hard disk drives with solid state NVRAM based "disk drives" now commonly referred to as SSD's. These updates have extended to lifecycle of the desktop PC's from 5yrs to 7yrs.

Explain any Recurring Operating Costs

Alignment to Strategic Plan
Goal D: Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$0	$0
Recurring Costs						
22-23	city desktops 4 @$1400			5,600		5,600
22-23	PD laptops 20 @ $2600			52,000		52,000
22-23	Monitors 10 @ $ 200			2,000		2,000
22-23	Gig stick modules 12 @ $85			1,020		1,020
						0
	Total Proposed Recurring Costs	$0	$0	$60,620	$0	$60,620
	Recurring Cost per Resident Served	$0	$0	$5	$0	$5
	Total Costs	$0	$0	$60,620	$0	$60,620
	Cost per Resident Served	$0	$0	$5	$0	$5

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

PC original cost $1000 /unit

Divided by 5 years (rotation schedule) $200/year/unit

					0
					0
Totː Life extension 2-3 years $400-$600 /year/unit	$0	$0	$0	$0	$0

Minus cost of upgrade $150

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$60,620	$0	$60,620
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 3/30/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

City Manager — Date 6/20/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Information technology

Date Completed
2/10/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project
0

Accounting String 300-5117-5641

Provide a Detailed Descripton of the Project PD & LS Printers

Printers for PD and LS - DB and G9 are both over capacity with their printers. The printer at ICPP is elderly. IT also needs to have a spare printer on hand to maintain essential operations.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

In an effort to reduce the usage of consumables such as paper and toner, the replacement of individual printers with work "area" multifunction printers is essential. A single, centrally located MFP copier is less expensive to operate than several on the desk laser or inkjet printers. The plan is to relocate or install new leased Toshibas of the size similar to the library in the identified locations served currently with multiple small workgroup printers.

Explain any Recurring Operating Costs

Alignment to Strategic Plan

Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	3 printers with scanner, 1 without			5,000		5,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$5,000	$0	$5,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$0	$5,000	$0	$5,000
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0	

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$5,000	$0	$5,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs — N/A
Manager IT — Date

Staffing Needs — N/A
Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — 3/30/22 Date

City Manager Use Only

Add to Recommended Budget — Yes / No

City Manager — 6/28/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
nformation Technology

Date Completed
2/14/2022

Is this a capital request? Yes: X | No:

Number of Residents to be Served by this Project
0

Accounting String 300-5117-5641

Provide a Detailed Descripton of the Project Switches - Hagen & Library

Replace 2 existing 12+ year old, 3Com 10/100 unmanaged switches at Hagen Park and RSP Library with Meraki MS-225/48 Port POE+ cloud-managed switches.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The IT Department determined to best service offsite locations was to implement an remotely accessed, cloud-managed data switch. Much like the City Hall "*Edge*" switch replacement during the FY21 period, the remote sites have been getting updated with new, modern data switching equipment. The Meraki MS-225/48 Port switches are normally implemented during an installation of wireless equipment. However, RSPL and Hagen Park already have an existing Meraki wireless backbone so the "server rooms" at these 2 locations never recieved their new switches. The MS-225, being a managed switch, allows for per-port management and assignment of access. This protects the City network from unauthorized individuals plugging their computers or laptops into a vacant wall port and accessing the network. The switch port that is connected to the wall jack, recognizes the intruding device and disables itself. There are many other IT managment benefits to the MS-225 including bandwidth modeling and shaping that allows for more efficient use of the network infrastructure.

Explain any Recurring Operating Costs

Alignment to Strategic Plan

Goal D: Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Library and Hagen Switches			10,994		10,994
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$10,994	$0	$10,994
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$0	$10,994	$0	$10,994
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		**$0**	**$0**	**$0**	**$0**	**$0**

Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$10,994**	**$0**	**$10,994**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N\A
Manager IT **Date**

Staffing Needs N\A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

3/30/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

6/28/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Information technology

Date Completed: 2/14/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 12,500

Accounting String: 300-5117-5641

Provide a Detailed Descripton of the Project Aruba Switches

Core Switches -In FY20-21 the City replaced its 5 server room "*Edge*" switches to compensate for increasing demand placed on the network by modern client PC hardware. PCs, able to process information rapidly and more efficiently, were impeded by a bottleneck in the server room at the "*Core*"network level. The 2 phased approach was planned to move the *Core* networking components to a different rack and replace the *Edge* components. Once the *Edge* and *Core* were stable, then the *Core* hardware would be replaced, with servers first (completed in FY21), then the *Core* switches. The existing *Core* HP ProCurve network switches connect the client pc to the server/internet infrastructure, via the *Edge* switches, in the data center at City Hall. The back end speed of the existing hardware is an order-of-magnitude slower per switch port, than that of the proposed replacements. The replacement HP Aruba 5406R zl2 switches, are capable of 40 gigabits per second of data throughput per port compared to the 1 gigabit/sec throughput per port on the existing 5406's. The plan is to replace each switch and allow each connecting client, pc, server, or network device, to have at least 1 port of connectivity per 5406R chassis. This architecture will allow for network transport redundancy within the data center. The design also includes redundant management controllers in both 5406's. Redundant power supplies will be plugged into the existing power infrrastrucure of redundant UPS battery backup system. The *Edge* switches will initially connect to the *Core* switches via 2 fiber optic cables, each operating at 10 gigabits/sec. Once the overall system performance is reviewed, it may be prudent to interconnect the remaining 2 available fiber optic ports to the *Core* switches for an aggregate 40 gigabits/sec split 20gbs/20gbs into the 2 *Core*.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The replacement of the two 10 year old *Core* switches will renew another layer of our internal network infrastructure. This will bring us much closer to meeting our goal of modernizing the IT department's role of data custodian, through better data serving, storage, and protection. Multiple, redundant, and fast data lanes from the client PC to internal network resources and to cloud based applications ie. Office 365, Citizen Serve, and Civic Plus. More robust backup speeds mean nightly backup jobs from the data stores to the backup server and the replication of backed up data to cloud storage for longterm backup rotation and retention. Installation labor costs have not yet been computed.

Explain any Recurring Operating Costs

There will be an annual maintenance cost for the 2 chassis and the hardware installed in them. The maintenance costs have not been submitted for review yet but will be approximately 5% of the initial capital outlay.

Alignment to Strategic Plan

D: Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Aruba Switches for Server Room			69,000		69,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$69,000	$0	$69,000
Recurring Costs						
23-24	Maintenance		3,450			3,450
24-25	Maintenance		3,450			3,450
25-26	Maintenance		3,450			3,450
27-27	Maintenance		3,450			3,450
						0
	Total Proposed Recurring Costs	$0		$0	$0	$13,800
	Recurring Cost per Resident Served	$0	$0	$0	$0	$1
	Total Costs	$0	$0	$69,000	$0	$69,000
	Cost per Resident Served	$0	$0	$6	$0	$6

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0

Cost Savings

					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$69,000	$0	$69,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 3/30/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager — Date 6/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Information Technology

Date Completed
2/14/2022

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project
12,500

Accounting String 300-5117-5641

Provide a Detailed Descripton of the Project Implement Telecommunications Study

Implement recommendations of Telecommunications Consultant, possibly including a new telephony system and a new telecommunications paradigm.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The IT Department is currently in the process of issuing an RFP for a telecommunications consultant. The consultant will review our telecommunications operations, practices, agreements and invoices related to the telephone system as well as the telecommunication system. It is expected that the resulting report will include recommendations that will likely include replacement of the existing telephone system, which is several years out of support and long past its useful life. The recommendations will also probably include a more comprehensive telecommunications policy. This item is a placeholder for the implementation of the the recommendations.

Explain any Recurring Operating Costs

We currently spend about $75,000 annually for telecommunications costs.

Alignment to Strategic Plan

Goal D: Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Placeholder for recommendations			50,000		50,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$50,000**	**$0**	**$50,000**
Recurring Costs						
22-23	Possible telecomm lease or franchise		50,000			50,000
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
	Recurring Cost per Resident Served	**$0**	**$4**	**$0**	**$0**	**$4**
	Total Costs	**$0**	**$50,000**	**$50,000**	**$0**	**$100,000**
	Cost per Resident Served	**$0**	**$4**	**$4**	**$0**	**$8**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

Likely but unknown						0
						0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0	

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$50,000	$50,000	$0	$100,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

[signature] 3/30/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

[signature] 6/29/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Information Technology

Date Completed
2/10/2022

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project
12,500

Accounting String 300-5117-5641

Provide a Detailed Descripton of the Project Implement Tech Master Plan

Implement the recommedations of the Information Technology Master Technology Plan.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Explain any Recurring Operating Costs

Alignment to Strategic Plan
Goal D: Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Placeholder for recommendations			50,000		50,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$50,000	$0	$50,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$50,000	$0	$50,000
	Cost per Resident Served	$0	$0	$4	$0	$4

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$50,000	$0	$50,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

[signature] 3/30/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

[signature] 4/29/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Information Technology

Date Completed
2/10/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project
0

Accounting String 300-5117-5641

Provide a Detailed Descripton of the Project

Procurement of Offsite Data Storage - will include a cloud Vmware account to include RHTS installation, annual costs and monthly costs.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Explain any Recurring Operating Costs

Alignment to Strategic Plan

Goal D; Cultivate Efficient and High Performing Government.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23				8,000		8,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$8,000	$0	$8,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$0	$8,000	$0	$8,000
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
					0
					0
Cost Savings					
					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$8,000	$0	$8,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — **Date**

Staffing Needs N/A
Director Human Resources — **Date**

Approval to Submit to Finance
Department Head — **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

4/6/22
Finance Director — **Date**

City Manager Use Only

Add to Recommended Budget — **Yes** ✓ **No**

4/28/22
City Manager — **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Information Technology

Date Completed
2/15/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project
0

Accounting String 300-5117-5641

Provide a Detailed Descripton of the Project Visio

As the police officers must respond to car accidents and other physical location, it becomes necessary to diagram the scene. Visio 2019 is the software that integrates with the officers MCT (records) software. Internal programming automates the process of diagraming based on the location of the call already entered into the system. The current vzersion of Visio being used is no longer supported by Central Square to integrate with their product, and the new version of Visio will not integrate with the old verson Microsoft Office installed on the laptops. It is important for the officers to clear the scene quickly in order to be available for other calls for service and back in the vehicle for their own safety. Using the software is more accurate, time saving, and safe.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Explain any Recurring Operating Costs

Alignment to Strategic Plan

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Replacement Costs			23,000		23,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$23,000	$0	$23,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$0	$23,000	$0	$23,000
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$23,000	$0	$23,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N\A
Manager IT — Date

Staffing Needs N\A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N\A

Internal Rate of Return N\A

Net Present Value N\A

[signature] 3/30/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ — No

[signature] 4/28/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/17/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5117-5641.000

Provide a Detailed Descripton of the Project Live Scan

This project will fund a replacement of the current fingerprint system by Cross Match Technologies Inc. Live Scan Management Software (LSMS). This LSMS system has been in use for over ten (10) years and has been deemed End-of-Life (EOL) by the current equipment and software provider, HID Global Corporation. The fingerprint scanner is no longer able to receive necessary software and security updates to ensure compliance with FDLE.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Electronic/Live Scan Fingerprinting services, although currently suspended due to COVID, will offer our Wilton Manors residents and business owners fingerprinting services necessary for the completion of state or federal licensure and/or background checks. Within the police department, the capturing of fingerprints is a critical aspect of the hiring and screening process of all police employees, and city employees, requiring criminal history record checks that are reviewed to identify whether or not an individual meets the Florida Department of Law Enforcement (FDLE), Commission for Florida Law Enforcement Accreditation, and our standards for hire, or for access into our police station. Live Scan Management Software (LSMS) is a State of Florida configured system that captures and sends applicant demographic data and fingerprints directly to FDLE using an Originating Agency Identification (ORI) number to support our agency's background checks of applicable individuals.

Explain any Recurring Operating Costs

Itemized charges are listed below for subsequent (24 additional months) maintenance coverage for software and hardware.

Alignment to Strategic Plan

Goal C. (2) Support Proactive Public Safety (3) Promote the Public Health and Welfare of City Residents (4) Assess and Adapt to the Changing Needs of Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23	**Equipment:** HID Guardian 200 Fingerprint device, HP laptop 14", Kit Certified Printer, Drivers license reader w/USB, includes shipping costs			6,358		6,358
22/23	**Sofware:** LSMS software version upgrade & FL installation & training Live Scan System			1,944		1,944
22/23	**Maintenance:** CMT Advantage 12 mos maintenance (Year 1) for Guardian 200 device, integrated peripherals, LSMS software & submission software			963		963
	Total Non-Recurring Costs	$0	$0	$9,265	$0	$9,265
Recurring Costs						
23/24	**Year 2 of 3** - Maintenance: Guardian 200 device, integrated peripherals, LSMS software & submission software. **Note:** Rates reflect the standard customer price listed minus 10% discount.			1,144		1,144
24/25	**Year 3 of 3** - Maintenance: Guardian 200 device, integrated peripherals, LSMS software & submission software. **Note:** Rates reflect the standard customer price listed minus 10% discount.			1,144		1,144
	Total Proposed Recurring Costs	$0	$0	$2,288	$0	$2,288
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$11,553	$0	$11,553
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

Fees for an approximate number (50 @ $10ea) of residents for services		500.00			500
					0

Cost Savings

					0
					0
Total Revenue/Cost Savings	$0	$500	$0	$0	$500
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	($500)	$11,553	$0	$11,053
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs

Manager IT — Date

Staffing Needs

N|A

Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N|A

Internal Rate of Return N|A

Net Present Value N|A

3/29/22

Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

4/28/22

City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/17/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5117-5641.000

Provide a Detailed Descripton of the Project Mickel Park Cameras

This project will fund the purchase of a Network Video Recorder (NVR) for the Mickel Park video surveillance system to replace the current inoperable unit. The Mickel Park system consists of ten (10) Internet Protocol (IP) cameras. A network video recorder is a specialized computer system that includes a software program that records video in a digital format to a disk drive, USB flash drive, SD memory card or other mass storage device. The purchase of this unit will activate a video surveillance system at one of our signature parks to capture the activities that occur there, and assist our City and Police Department with monitoring and documenting activity as necessary to promote a safe park space.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The current Mickel Park video surveillance system NVR was declared inoperable. In order for the Mickel Park system to become operational, a new NVR will be needed to restore it back to working condition. The Mickel Park video surveillance system NVR is essential for supporting our endeavor to promote safe park space. Mickel Park is a 5 acre facility located at 2675 NW 7 Avenue, and is a park that provides our community with ammenities such as a walking trail, exercise stations, entertainment pavilion, children splash pad, baseball/softball field, open green space and more. FY/20-21 saw an estimated 40,000 people visit this park, but pre-COVID, our City hosted an estimated 60,000 people annually. In CY/2021 this facility was rented to one-hundred forty-four (144) groups, and our City hosted 5 concerts and 1 Hawaiian Festival there. This park is home to a lot of fun in the sun, and under the lights, as it has become a popular venue to many. The Wilton Manors Police Department three year average ('19-'21) for calls for service to this park is thirty-two (32), with 3 of these calls over this time span being lower level crimes. The purchase of this NVR will reactivate this video surveillance system providing our agency the ability to investigate crimes and other incidents of concern that surface. It will also enable "Real Time" capabilities to monitor this park, provide real time information to officers responding to calls for service at this park prior to their arrival and secure video evidence of crimes. This system also supports future ambitions of attaching ourselves to the Broward Sheriff's Office Real-Time Crime Center where live feeds of the park can be received. As a disclaimer, the Wilton Manors Police Department does not intend to constantly monitor this park, and will only do so when resources and time permits.

Explain any Recurring Operating Costs

Recurring costs consist of annual licensing subscriptions that enable connectivity, and accessibility, to recorded and live videos.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability (2) Support Proactive Public Safety

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23	Network Video Recorder (NVR)			17,525		17,525
22/23	Camera Licensing Subscription		1,000			1,000
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$1,000**	**$17,525**	**$0**	**$18,525**
Recurring Costs						
23/24	Camera Licensing Subscription		1,000			1,000
24/25	Camera Licensing Subscription		1,000			1,000
25/26	Camera Licensing Subscription		1,000			1,000
26/27	Camera Licensing Subscription		1,000			1,000
27/28	Camera Licensing Subscription		1,000			1,000
	Total Proposed Recurring Costs	**$0**	**$5,000**	**$0**	**$0**	**$5,000**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$6,000**	**$17,525**	**$0**	**$23,525**
	Cost per Resident Served	**$0**	**$0**	**$1**	**$0**	**$2**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$6,000	$17,525	$0	$23,525
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs

Manager IT ____ Date ____

Staffing Needs

N/A

Director Human Resources ____ Date ____

Approval to Submit to Finance

Department Head ____ Date ____

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director ____ Date 3/29/22

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager ____ Date 6/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/17/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 13,000

Accounting String: Capital Replacement Plan

Provide a Detailed Descripton of the Project

This project will fund the purchase of two unmarked 2023 detective bureau vehicles, with all necessary aftermarket emergency equipment, and an extended 5 year/75K mile warranty.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

These vehicles will replace one (1) 2015 Nissan Altima and one (1) 2015 Toyota Camry detective bureau vehicles. Both vehicles have reached their useful lifespan based upon a variety of factors to include; age and model year, mileage, crash history, mechanical condition and general appearance condition. Both vehicles are out of warranty and have been experiencing mechanical issues.

Explain any Recurring Operating Costs

Recurring costs include fuel, vehicle maintenance/repair, and washes. Based on a three year average, fuel cost are estimated to be $1,962 annually per vehicle. Also, based on a three year average, we can estimate spending $1,019 per vehicle for maintenance/repair and washes annually per vehicle.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability (2) Support Proactive Public Safety

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23				40,000		40,000
22/23				40,000		40,000
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$80,000	$0	$80,000
Recurring Costs						
22/23	Fuel				3,924	3,924
22/23	Vehicle Maintenance/Repair & Wash				2,038	2,038
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$5,962	$5,962
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$80,000	$5,962	$85,962
	Cost per Resident Served	$0	$0	$6	$0	$7

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$80,000	$5,962	$85,962
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 3/29/22
Date

City Manager Use Only

Add to Recommended Budget Yes ✓ No

City Manager 6/22/22
Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/17/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 13,000

Accounting String: Capital Replacement Plan

Provide a Detailed Descripton of the Project

This project will fund the purchase of four (4) 2023 Ford Interceptor Hybrid marked police pursuit vehicles, with all necessary aftermarket emergency equipment, and an extended 5 year/75K mile warranty.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

These vehicles will replace four (4) 2014 Ford Interceptors that have reached their useful lifespan based upon a variety of factors to include; age and model year, mileage, crash history, mechanical condition and general appearance condition. All four (4) vehicles are out of warranty and have been experiencing mechanical issues.

Explain any Recurring Operating Costs

Recurring costs include fuel, vehicle maintenance/repair, and washes. Based on a three year average, fuel cost are estimated to be $1,962 anually per vehicle. Also, based on a three year average, we can estimate spending $1,019 per vehicle for maintenance/repair and washes annually per vehicle.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability (2) Support Proactive Public Safety

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23	4 Ford Interceptors			221,000		221,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$221,000	$0	$221,000
Recurring Costs						
22/23	Fuel				7,848	7,848
22/23	Vehicle Maintenance/Repair & Wash				4,076	4,076
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$11,924	$11,924
	Recurring Cost per Resident Served	$0	$0	$0	$1	$1
	Total Costs	$0	$0	$221,000	$11,924	$232,924
	Cost per Resident Served	$0	$0	$17	$1	$18

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$0	$221,000	$11,924	$232,924
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

3/29/22
Finance Director Date

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/28/22
City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/15/2022

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5222-5641.000 / 001-5222-5642.000

Provide a Detailed Descripton of the Project Lasers/Radar

The Wilton Manors Police Department will proactively enforce traffic laws on City roadways. This traffic enforcement will include speed measurement to slow down motorists, educate drivers on safe driving techniques, and improve the safety of our roadways for drivers, cyclists and pedestrians. Laser speed measurement handheld technology is an industry standard and court approved device used by law enforcement to measure vehicle speeds. The purchase of 5 handheld laser speed measurement units looks to replace 2 current units, and add 3 units, that will provide us a total of seventeen (17) units. These units will reside primarily with our 1 full-time traffic officer, and within our twenty-one (21) road patrol personnel that includes our part-time traffic officer. Fifteen (15) of these staff members are currently laser certified and able to operate these units, and we will look to add 8 members to this list by the end of FY/'22-'23. These devices will assist Wilton Manors police officers with carrying out this important function of their duties.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This project is necessary to improve the safety of our roadways for vehicle commuters, cyclists and pedestrians. All four of our neighborhood associations (WAWM, CANA, ENA, Three Bridges) and our police department identify transportation flow, roadway safety and traffic education and enforcement as a primary area of focus for us. A total of 5 laser speed measurement handheld units are being requested...2 laser speed measurement units will replace 2 units purchased in 2014 that have experienced functionality issues, and we look to add 3 units that will provide us a total of seventeen (17) units. 2021 saw an 11% reduction in traffic warnings and citations issued in comparison to 2020, and we look to rebound with staffing levels increasing to prior years levels. Traffic crashes increased 6% when comparing '19 v. '21, 2019 being a non-COVID year, and fatalities increased 100% (2 v. 4) using this same comparison methodology. Year to date figures '21 v. '22 show a 2% increase in our speed education and enforcement efforts, and traffic stops have increased 13%. These devices will support our efforts toward safer streets for all.

Explain any Recurring Operating Costs

Each unit will require the need to calibrate and certify each unit once every 6 months...5 units x 2 calibrations x $53 per unit = $530 annual recurring costs.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability, (2) Support Proactive Public Safety.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23	5 Handheld Laser Speed Measurement Units			10,500		10,500
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$10,500	$0	$10,500
Recurring Costs						
22/23	Calibration and maintenance		265			265
23/24	Calibration and maintenance		530			530
24/25	Calibration and maintenance		530			530
25/26	Calibration and maintenance		530			530
26/27	Calibration and maintenance		530			530
	Total Proposed Recurring Costs	$0	$2,385	$0	$0	$2,385
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$2,385	$10,500	$0	$12,885
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

Traffic Citations		Unknown			0
					0

Cost Savings

					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$2,385	$10,500	$0	$12,885
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 3/29/22

City Manager Use Only

Add to Recommended Budget	Yes	No
	✓	

City Manager — Date 6/20/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/9/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 0

Accounting String: 300-5222-5641.000

Provide a Detailed Descripton of the Project

This project will fund year four (4) of a five (5) year agreement with Axon In-Car Video Systems for marked police vehicles of which we will anticipate continuing the contract at the end of the term. Total number of cameras under the agreement is 20. Year four (4) of the contract includes four (4) cameras with all neccessary cloud based evidence storage and equipment.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The in-car camera provides video coverage of the road ahead in front of a marked police unit, and inside the prisoner compartment. Audio is captured by a device an officer wears, and via a microphone in the prisoner compartment. These systems capture important video footage and audio recordings supporting the documentation of probable cause for traffic stops and other contacts, as well as notating evidence, public interactions, testimony and admissions admissible for court presentation. These systems improve law enforcement's transparency in our duties to nurture public trust, to identify deficient work products for corrective action purposes, and for professional competency in duty training.

Explain any Recurring Operating Costs

This will fund year four (4) of a five (5) year agreement with Axon In-Car Video Systems. Recurring costs after the conclusion of this contract beginnning in FY/25-26 are calculated assuming this program is retained at an annual rate increase of 5%.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability (2) Support Proactive Public Safety Goal D. Cultivate Efficient and High Performing Government (1) Identify Operational Efficiencies and Improvements for City Departments and Programs

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$0	$0
Recurring Costs						
23/24	Year 4 of a 5 year agreement			36,492		36,492
24/25	Year 5 of a 5 year agreement			38,457		38,457
25/26	Assumed continuation of program +5%			40,380		40,380
26/27	Assumed continuation of program +5%			42,399		42,399
27/28	Assumed continuation of program +5%			44,519		44,519
	Total Proposed Recurring Costs	$0	$0	$202,247	$0	$202,247
		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$0	$202,247	$0	$202,247
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$0	$202,247	$0	$202,247
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/29/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget	Yes	No
	✓	

4/28/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/9/2022

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project: 0

Accounting String: 300-5222-5641.000

Provide a Detailed Descripton of the Project

This project will fund year five (5) of a five (5) year agreement with Axon for X26P Tasers of which we will anticipate continuing the contract at the end of the term. Total number of tasers under the agreement is 120.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The purpose of the Taser is to provide the Department's sworn officers with an alternative less-lethal extended range weapon when attempting to control a violent or potentially violent offender or one who resists arrest or other lawful commands, while at the same time preventing injury to the subject involved, the sworn members involved and other persons present.

Explain any Recurring Operating Costs

Recurring costs after the conclusion of this contract beginnning in FY/24-25 are calculated assuming this program is retained at an annual rate increase of 5%.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government
1. Identify Operational Efficiencies and Improvements for City Departments and Programs

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
23/24	Year 5 of 5 year agreement			6,720		6,720
	Total Non-Recurring Costs	$0	$0	$6,720	$0	$6,720
Recurring Costs						
24/25	Assumed continuation of program +5%			7,056		7,056
25/26	Assumed continuation of program +5%			7,409		7,409
26/27	Assumed continuation of program +5%			7,779		7,779
27/28	Assumed continuation of program +5%			8,168		8,168
28/29	Assumed continuation of program +5%			8,577		8,577
	Total Proposed Recurring Costs	$0	$0	$38,989	$0	$38,989
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$0	$45,709	$0	$45,709
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
					0
					0
Cost Savings					
					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$45,709	$0	$45,709
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/29/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/28/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department

Police

Date Completed

15-Feb-22

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project

0

Accounting String 300-5222-5641.000

Provide a Detailed Descripton of the Project Briefing Room

The Wilton Manors Police Department briefing room requires a remodel after twelve (12) years of use that has seen the impacts of subterranean termite mitigation, water intrusion damage, general wear and tear and antiquated technology. This briefing room remodel will endeavor to provide a deserved "Quality of Work Life" improvement to one of the areas of primary use 365 days a year where we hold daily briefings, critical incident debriefings, major department announcements, award presentations, trainings and more. This remodel will enable painting, drywall repair, baseboard replacement and carpet cleaning. 2 work stations are set to be relocated to enable a focus area for ceremonial activities, messaging and a positive and motivational optical point of this room. Training and technology requirements for officer competency and qualifications will also be upgraded. Technology upgrades will enable the added ability to simultaneously use monitors for multiple purposes to accomodate stagnant presentations and videos. The technology upgrades will include an interactive podium with multi-functional, all-in-one audio-visual solution to make the briefing room smart and interactive, and capable of using all forms of media for training. A large flat screen smart television will also provide video and media casting, intelligence briefing information, and departmental communications from a CJIS compliant platform. This aspect of the project will mitigate our carbon footprint eliminating some informational fliers traditionally issued via paper. The officers, department and community will benefit from this project because the result will lead to more professionally trained and informed officers whose work environment will match that of our City's tagline of "Work's Just Better Here!"

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

AS DUPLICATED FROM ABOVE...The Wilton Manors Police Department briefing room requires a remodel after twelve (12) years of use that has seen the impacts of subterranean termite mitigation, water intrusion damage, general wear and tear and antiquated technology. This briefing room remodel will endeavor to provide a deserved "Quality of Work Life" improvement to one of the areas of primary use 365 days a year where we hold daily briefings, critical incident debriefings, major department announcements, award presentations, trainings and more. This remodel will enable painting, drywall repair, baseboard replacement and carpet cleaning. 2 work stations are set to be relocated to enable a focus area for ceremonial activities, messaging and a positive and motivational optical point of this room. Training and technology requirements for officer competency and qualifications will also be upgraded. Technology upgrades will enable the added ability to simultaneously use monitors for multiple purposes to accomodate stagnant presentations and videos. The technology upgrades will include an interactive podium with multi-functional, all-in-one audio-visual solution to make the briefing room smart and interactive, and capable of using all forms of media for training. A large flat screen smart television will also provide video and media casting, intelligence briefing information, and departmental communications from a CJIS compliant platform. This aspect of the project will mitigate our carbon footprint eliminating some informational fliers traditionally issued via paper. The officers, department and community will benefit from this project because the result will lead to more professionally trained and informed officers whose work environment will match that of our City's tagline of "Work's Just Better Here!"

Explain any Recurring Operating Costs

A 5 year repainting plan for this room is estimated to cost $1,000.

Alignment to Strategic Plan

Goal D, Cultivate Efficient and High Performing Government, (6) Ensure the City is Competetive in Attracting and Retaining a Diverse High-Quality Workforce.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23	Briefing room remodel			7,500		7,500
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$7,500	$0	$7,500
Recurring Costs						
27/28	5-Year Repainting Plan		1,000			1,000
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$1,000	$0	$0	$1,000
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$1,000	$7,500	$0	$8,500
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$1,000	$7,500	$0	$8,500
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs

Manager IT Date

Staffing Needs

N/A

Director Human Resources Date

Approval to Submit to Finance

Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/29/22

Finance Director Date

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/28/22

City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Police

Date Completed: 2/15/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5222-5641.000 / 001-5222-5521.000

Provide a Detailed Descripton of the Project

This project will fund the purchase of fifteen (15) short barrel rifles and twenty-two (22) rifle slings.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Rifles are an unfortunate necessity in the law enforcement profession, and this industry standard weapon will outfit our law enforcement personnel in order to protect our community, and themselves. The purchase of 15 rifles would allow for all sworn officers to have a rifle assigned to them in the event the need for one arises. The purchase of the twenty-two (22) rifle slings would allow for sworn officers to be able to carry a department issued rifle and safely store it on their body when not in use.

Explain any Recurring Operating Costs

We would use approximately 500 rounds of ammunition for training and 100 rounds of ammunition for duty each year per officer totaling an additonal $4,125 in ammunition each year.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability (2) Support Proactive Public Safety, (3) Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22/23	15 Short Barrel Rifles			20,500		20,500
22/23	22 Rifle Slings		990			990
						0
						0
						0
	Total Non-Recurring Costs	$0	$990	$20,500	$0	$21,490
Recurring Costs						
22/23	Ammunition		4,125			4,125
23/24	Ammunition		4,125			4,125
24/25	Ammunition		4,125			4,125
25/26	Ammunition		4,125			4,125
26/27	Ammunition		4,125			4,125
	Total Proposed Recurring Costs	$0	$20,625	$0	$0	$20,625
	Recurring Cost per Resident Served	$0	$2	$0	$0	$2
	Total Costs	$0	$21,615	$20,500	$0	$42,115
	Cost per Resident Served	$0	$2	$2	$0	$3

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$21,615	$20,500	$0	$42,115
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 3/29/22 Date

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager 6/28/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Community Development Services

Date Completed
2-Mar-22

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project
12,500

Accounting String 001-5224-5511.000

Provide a Detailed Descripton of the Project

Cross-Cut Shredder

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Community Development Services receives documentation that has personal information that needs to be kept safe. If hard copies are provided or created and are no longer needed, the department needs to have the ability to shred the documation. The department's previous shredder had been used for over eight (8) years and is no longer in working condition and needs to be replaced.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal D: Cultivate Efficient and High Performing Government.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2022-2023	Office Supplies		1,750			1,750
2023-2024						0
2024-2025						0
2025-2026						0
2026-2027						0
	Total Non-Recurring Costs	$0	$1,750	$0	$0	$1,750
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$1,750	$0	$0	$1,750
	Cost per Resident Served	$0	$0	$0	$0	$0

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$1,750	$0	$0	$1,750
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director — Date 4/7/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

City Manager — Date 6/29/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Community Development Services

Date Completed: 2-Mar-22

Is this a capital request? Yes: X | No:

Number of Residents to be Served by this Project: 12,500

Accounting String: 001-5224-5511.000

Provide a Detailed Descripton of the Project

Seven (7) Filing Cabinets for Community Development Services storage.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Under Florida's Record Retention laws, certain types of permits and plans are required to be maintained which includes, but is not limited to, commercial permits and development applications. Due to the timeframes to meet the records retention laws, additonal filing cabinets are required in order to move files from platic totes.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal D: Cultivate Efficient and High Performing Government.

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2022-2023	Office Supplies		3,500			3,500
2023-2024						0
2024-2025						0
2025-2026						0
2026-2027						0
Total Non-Recurring Costs		$0	$3,500	$0	$0	$3,500
Recurring Costs						
						0
						0
						0
						0
						0
Total Proposed Recurring Costs		$0	$0	$0	$0	$0
Recurring Cost per Resident Served		$0	$0	$0	$0	$0
Total Costs		$0	$3,500	$0	$0	$3,500
Cost per Resident Served		$0	$0	$0	$0	$0

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$3,500	$0	$0	$3,500
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 4/7/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager — Date 6/29/22

Department
Public Services

Date Completed
3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project
12,528

Accounting String 300-5440-5461.000

Provide a Detailed Description of the Project

Replace (2) message boards:
1) Replace (1) broken and (1) aging 8 Ft, 15-year old message boards with (2) 6 Ft message boards.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) Message boards are used during emergency events to provide up-to-date information on available resources for life-safety and recovery programs.
2) Messaging is maximized when displayed at multiple locations as provided by two boards.
3) Message boards are also used to advertise to and inform residents of special events and other public notifications.
4) The current message boards have reach their useful life cycle.

Explain any Recurring Operating Costs

The life-span of the message boards is expected to be approximately 15 years. Periodic maintenance performed as standard operating procedures are expected to be minor through the message boards' useful life cycle.

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Purchase equipment			36,000		36,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$36,000	$0	$36,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$36,000	$0	$36,000
	Cost per Resident Served	$0	$0	$3	$0	$3

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$36,000**	**$0**	**$36,000**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/30/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/28/22
City Manager **Date**

Department

Emergency Management/Utilities

Date Completed

3/1/2022

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project

12,528

Accounting String 300-5440-5641.000

Provide a Detailed Description of the Project

Replace traffic counter:
1) The traffic counter is used to monitor traffic patterns on specified road segments in order to determine traffic enforcement requirements and/or traffic calming needs.
2) Counter equipment is set up on a roadway segment for one week in each direction of traffic flow, then analyzed for compliance with roadway standards.
3) The purchase will include new equipment, licensing for two users, technical support and periodic product updates.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The current 2006 equipment and programming has reach its useful life-cycle.
2) New equipment and technology availability provides improved study parameters.
3) The City will be able to continue to provide data and analysis to maintain roadway safety for vehicles and pedestrians.

Explain any Recurring Operating Costs

The equipment and technology life-cycle is expected to be 10-15 years. No significant maintenance cost are anticipated and there are no licensing renewal fees.

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 2** - Promote Proactive Public Safety

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Purchase equipment			5,000		5,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$5,000**	**$0**	**$5,000**
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$5,000**	**$0**	**$5,000**
	Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**

Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$5,000**	**$0**	**$5,000**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/30/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

6/2/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
24-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
13,000

Accounting String 300-5771-5661-000

Provide a Detailed Description of the Project

This request is to resurface and restripe the existing parking lot adjacent to the City Library.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The parking lot spaces have faded and need to be restriped. Parking lot striping and resurfacing is completed every three to five years depending upon the impact of the parking surface. It has been more than five years since resurfacing and restriping the parking lot at the City library.

Explain any Recurring Operating Costs

There are no recurring costs associated with this request.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Parking Lot Striping			10,000		10,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$10,000	$0	$10,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$10,000	$0	$10,000
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

N/A					0
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$10,000**	**$0**	**$10,000**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/30/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

4/28/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 24-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5771-5661-000

Provide a Detailed Description of the Project Library Books

This request is to purchase new books and magazines for the City Library.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This request is necessary to provide the community with an adequate collection of books and materials for the City library.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Library Books			35,000		35,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$35,000	$0	$35,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$35,000	$0	$35,000
	Cost per Resident Served	$0	$0	$3	$0	$3

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

						0
						0

Cost Savings

						0
						0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$35,000	$0	$35,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT — Date

Staffing Needs N/A

Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

3/30/22

Finance Director — Date

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/2/22

City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 24-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5771-5661-000

Provide a Detailed Description of the Project

This is for the installation of external lighting in front of the existing library building.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Lighting is needed for safety purposes. The library is open until 8:00 P.M. on Wednesdays and there is not sufficient lighting to ensure public safety.

Explain any Recurring Operating Costs

Lighting enhancements will not need typical maintenance except the occasional replacement of lights.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023				7,000		7,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$7,000**	**$0**	**$7,000**
Recurring Costs						
2023	N/A					0
2024	Staff labor to replace lights	150			200	350
2025	N/A					0
2026	Staff labor to replace lights	150			200	350
2027	N/A					0
	Total Proposed Recurring Costs	**$300**	**$0**	**$0**	**$400**	**$700**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$300**	**$0**	**$7,000**	**$400**	**$7,700**
	Cost per Resident Served	**$0**	**$0**	**$1**	**$0**	**$1**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

May increase facility rentals				3,000.00	3,000
					0

Cost Savings

N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$3,000	$3,000

Net Costs (Cost MINUS Revenue/Cost Savings)	$300	$0	$7,000	($2,600)	$4,700
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT — Date

Staffing Needs N/A

Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period 3.45yrs

Internal Rate of Return 23%

Net Present Value $4183

Finance Director — Date 3/30/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

City Manager — Date 6/29/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 24-Feb

Is this a capital request? Yes: x | No:

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5771-5661-000

Provide a Detailed Description of the Project

This request is for the installation of an internal door to enhance the accessibility of the entrance at the City library.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This request replaces the internal door at the library. Currently, the exterior door is an automatic door and the internal door to access the library is more difficult to access and this request will improve the ease to enter the City library.

Explain any Recurring Operating Costs

No Recurring costs

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Library ADA Door			5,000		5,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$5,000	$0	$5,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$5,000	$0	$5,000
	Cost per Resident Served	$0	$0	$0	$0	$0

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

N/A					0
					0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$5,000	$0	$5,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 3/30/22

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project: 12,000

Accounting String: 300-5779-5461

Provide a Detailed Description of the Project Ford F250

Replace 2008 Ford F250 (Tag XA9546) with similar truck.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This vehicle is currently used by park maintenance staff on a daily basis to provide custodial and maintenance duties throughout the City. This vehicle is currently 14 years old and we replace vehicles every 10 years to enhance the efficiency of the vehicle. It will be replaced with a smaller, more fuel efficient pick up truck.

Explain any Recurring Operating Costs

Operating costs would be less for a newer, smaller, more fuel efficient vehicle.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Maintenance Truck Replacement			35,000		35,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$35,000	$0	$35,000
Recurring Costs						
2024	Routine service		75			75
2025	Routine service		75			75
2026	Routine service + Tires		500			500
2027	Routine service		75			75
2028	Routine service + Brakes		850			850
	Total Proposed Recurring Costs	$0	$1,575	$0	$0	$1,575
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$1,575	$35,000	$0	$36,575
	Cost per Resident Served	$0	$0	$3	$0	$3

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

Less maintenance	1,500.00				1,500
Lower fuel costs	1,000.00				1,000
Total Revenue/Cost Savings	**$2,500**	**$0**	**$0**	**$0**	**$2,500**
Net Costs (Cost MINUS Revenue/Cost Savings)	**($2,500)**	**$1,575**	**$35,000**	**$0**	**$34,075**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 4/1/22 Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager 6/28/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
12,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project Ford F150

Replace one 15 passenger van with a small truck to be utilized in daytime by custodial staff and at night by the Park Ranger.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Currently the daytime custodial staff used one of the 15 passenger vans to travel from park to park to complete their maintenance duties. Additionally, the park rangers utilize one of two unmarked SUV's. This would replace one of the 15 passenger vans, purchased in 2014, with a smaller pick up truck that would be more suitable for custodial work and would be clearly marked/wrapped as a Park Ranger vehicle with appropriate equipment (lightbar, spotlight, etc.).

Explain any Recurring Operating Costs

Operating costs would be less for a newer, smaller, more fuel efficient vehicle.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Custodial / Ranger Vehicle			30,000		30,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$30,000	$0	$30,000
Recurring Costs						
2024	Routine service		75			75
2025	Routine service		75			75
2026	Routine service + Tires		500			500
2027	Routine service		75			75
2028	Routine service + Brakes		850			850
	Total Proposed Recurring Costs	$0	$1,575	$0	$0	$1,575
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$1,575	$30,000	$0	$31,575
	Cost per Resident Served	$0	$0	$3	$0	$3

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
None					0
					0
Cost Savings					
Less maintenance	1,500.00				1,500
Lower fuel costs	1,000.00				1,000
Total Revenue/Cost Savings	$2,500	$0	$0	$0	$2,500
Net Costs (Cost MINUS Revenue/Cost Savings)	($2,500)	$1,575	$30,000	$0	$29,075
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director 4/1/22 Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager 6/28/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

Is this a capital request? Yes: x No:

Number of Residents to be Served by this Project: 200

Accounting String: 300-5779-5461

Provide a Detailed Description of the Project Fitness Equipment

This request is to repair and/or replace fitness equipment in the Hagen Park fitness center.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The fitness center at Hagen Park opened in 2007 and has served many residents over the past 15 years as well as generated nearly $200,000 in revenue. Typically, fitness equipment is replaced every five years. There are 17 total stations of fitness equipment including five cardio stations. The cardio equipment in the Fitness Center were replaced in 2019 for $21,000. The weight machines have not been replaced since 2007. This request provides future funding to repair and replace all fitness equipment in the Fitness Center.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Fitness Center Equipment			6,000		6,000
2024	Fitness Center Equipment			6,000		6,000
2025	Fitness Center Equipment			6,000		6,000
2026	Fitness Center Equipment			6,000		6,000
2027	Fitness Center Equipment			6,000		6,000
	Total Non-Recurring Costs	**$0**	**$0**	**$30,000**	**$0**	**$30,000**
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$30,000**	**$0**	**$30,000**
	Cost per Resident Served	**$0**	**$0**	**$150**	**$0**	**$150**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

Increased memberships				625.00	625
					0

Cost Savings

N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$625	$625
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$30,000	($625)	$29,375
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director — Date 4/1/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager — Date 6/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
12,000

Accounting String
300-5779-5461

Provide a Detailed Description of the Project Park Roofs

Roofing repairs for City buildings, including:

$50,000	**Mickel Park Building/Police Substation**
$20,000	**Hagen Park Community Center**
$15,000	**Island City Park Preserve**
$15,000	**Colohatchee Boat Ramp Restroom Building**
$100,000	**in total roofing repairs**

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Several parks require roof repairs. This request would repair the roofs at Mickel Park Building/Police Substation, Hagen Park, ICPP, and Colohatchee Boat Ramp Restroom Building. All of the roofs have confirmed leaks that are in need of repair.

Explain any Recurring Operating Costs

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	City Wide Roof Repairs			100,000		100,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$100,000**	**$0**	**$100,000**
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$100,000**	**$0**	**$100,000**
	Cost per Resident Served	**$0**	**$0**	**$8**	**$0**	**$8**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
						0
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$0	$100,000	$0	$100,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director — Date 4/4/20

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

City Manager — Date 6/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	**No**
Is this a capital request?	x	

Number of Residents to be Served by this Project
2,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project ICPP Basketball Resurface

This request is to resurface the basketball court at Island City Park Preserve.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Basketball courts are resurfaced every three to five years depending on use and impact. The multi-purpose basketball court at ICPP is due for resurfacing and there are many areas with cracks and fissures along the length of the basketball court. The cracks and fissures reduce the quality experience of use and if the court is not repaired, the cracks will grow in size and become a safety hazard and much more costly to repair in the future. This request proposes to fix the cracks and resurface the multi-purpose basketball court. The basketball court is used for basketball participants, childcare programs and serves as a multi-purpose court during summer camp.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Resurface Basketball Court			20,000		20,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$20,000**	**$0**	**$20,000**
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$20,000**	**$0**	**$20,000**
	Cost per Resident Served	**$0**	**$0**	**$10**	**$0**	**$10**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A						0
						0

Cost Savings

N/A						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$0	$20,000	$0	$20,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

4/1/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ — No

6/20/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project: 5,000

Accounting String: 300-5779-5461

Provide a Detailed Descripton of the Project Hagen Tennis Court Resurface

This request is to resurface four asphalt tennis courts at Hagen Park.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Tennis courts are typically resurfaced every three to five years depending on the use and impact. The Hagen Park tennis courts are due for resurfacing and have several surface cracks. The longer we wait to repair and resurface these courts, the cracks and court deterioration will expand costing significantly more dollars in the future. Additionally, the playing surfaces will have reduced quality and will eventually become a safety hazard. This request would provide funding to remove cracked surfaces, apply a fiberglass membrane over the entire asphalt surface to seal existing cracks and restrict future cracking. This request also resurfaces all four ashpalt courts, which include repainting the net posts, adding nets and painting new lines. The tennis courts generate more than $22,000 annually and attract 5,000 annual park visits to Hagen Park.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

		001 - Operating Fund		300		
FY	**Description**	**Salaries/Benefits**	**Other**	**Capital Funds**	**Other Funds**	**Totals**
Non-Recurring Costs						
2023	Repair and resurface four hard courts			35,000		35,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$35,000**	**$0**	**$35,000**
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$35,000**	**$0**	**$35,000**
	Cost per Resident Served	**$0**	**$0**	**$7**	**$0**	**$7**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$35,000	$0	$35,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT — Date

Staffing Needs N/A

Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager — Date 6/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

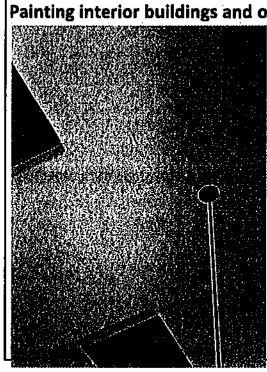
	Yes	No
Is this a capital request?	x	

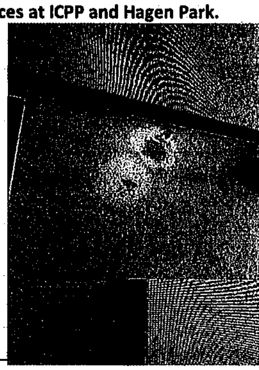
Number of Residents to be Served by this Project: 36,000

Accounting String: 300-5779-5461

Provide a Detailed Description of the Project Interior Painting - ICPP & Hagen

Painting interior buildings and offices at ICPP and Hagen Park.





Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The interior buildings and offices of ICPP and Hagen Park need to be painted. Hagen Park has not had the interior painted since the opening of the building in 2003. ICPP has wall damage from child care use and facility rentals. Additionally, several patrons have complained that the interior colors at ICPP are too partial suggested they be a neutral color similar to the other City facilities. The City generated more than $77,000 in facility rental revenue last year and prior to COVID - 19, facility rentals generated more than $100,000 in annual revenue. These facilities generated more than $15,000 and anticipate increased participation and revenue in the the upcoming Fiscal Year.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Painting interior ICPP & Hagen			20,000		20,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$20,000	$0	$20,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$20,000	$0	$20,000
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

Potential facility rental revenue				1,200.00	1,200
					0

Cost Savings

					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$1,200	$1,200
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$20,000	($1,200)	$18,800
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director — Date 4/1/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

City Manager — Date 4/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
1,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project Replace Floor - Cultural Center

This request is to replace flooring at the Cultural Center (Women's Club).

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The vinyl tile flooring at the Cultural Center is worn, chipped, and deteriorated. This project would provide new hard surface and easy to maintain flooring for the entire building. Flooring options include commercial grade vinyl or laminate, polished concrete or epoxy flake flooring. The Island City Cultural Center hosts City visual art programs, facility rentals and City programs. The attendance consistently increased and with the many partners such as World AIDS Museum, Sunserve, Art Gallery 21, National Stonewall Museum and Archives, South Florida Depression Glass Club and non-profit fundraisers and related City programs. Enhancing the flooring increases the quality experience and may increase potential facility rentals.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Flooring Replacement - Cultural Center			15,000		15,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$15,000	$0	$15,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$15,000	$0	$15,000
	Cost per Resident Served	$0	$0	$15	$0	$15

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
Potential increased facility rentals					800.00	800
						0
Cost Savings						
						0
						0
Total Revenue/Cost Savings	$0	$0	$0	$800		$800
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$15,000	($800)		$14,200
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

[signature] 4/1/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

[signature] 4/28/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department

Leisure Services

Date Completed

1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project

12,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project Mickel Sewer Line

This request is to increase the size of the sewer lines at Mickel Park restrooms to a 4 inch line.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The restroom sewer lines at Mickel Park are consistently in need of plumbing services, due to the impact from daily activities, weekend rentals and special events in the park. Many times there are emergency plumbing services needed and in 2021, the costs consisted of approximately $1,600 in professional service. Additional costs of overtime callouts to Leisure Services for plumbing repairs and issues would be decreased by installing larger sewer lines to 4 inch and would offer inhanced service to the community.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Sewer line upgrade			10,000		10,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$10,000	$0	$10,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$10,000	$0	$10,000
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
					0
					0
Cost Savings					
Emergency plumbing services		1,600.00			1,600
Overtime trouble shooting	450.00				450
Total Revenue/Cost Savings	**$450**	**$1,600**	**$0**	**$0**	**$2,050**
Net Costs (Cost MINUS Revenue/Cost Savings)	**($450)**	**($1,600)**	**$10,000**	**$0**	**$7,950**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/1/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

6/20/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

Is this a capital request? Yes: x | No:

Number of Residents to be Served by this Project: 6,000

Accounting String: 300-5779-5461

Provide a Detailed Description of the Project Mickel Pavillion Repairs

This request is to pressure wash, repair, re-seal and paint the Entertainment Pavilion and wood paneled ceiling at Mickel Park.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The wood panel ceiling at the Entertainment Pavilion needs preventive maintenance. This request would cover the cost for a contractor with the required equipment and expertise to pressure wash, repair, re-seal and paint the Entertainment Pavilion and wood paneled ceiling at Mickel Park.

Explain any Recurring Operating Costs

No recurring costs anticipated for three years.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

		001 - Operating Fund		300		
FY	**Description**	**Salaries/Benefits**	**Other**	**Capital Funds**	**Other Funds**	**Totals**
Non-Recurring Costs						
2023	Entertainment Pavilion Ceiling Repair			10,000		10,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$10,000	$0	$10,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$10,000	$0	$10,000
	Cost per Resident Served	$0	$0	$2	$0	$2

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A						0
						0

Cost Savings

N/A						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$10,000	$0	$10,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/1/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ | No

6/29/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
12,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project Park & Waterway Signage

This request is to update and replace park and waterway signage.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

There are missing, confusing or out of date signage along City waterways. Additionally, permanent park signage needs to be evaluated, updated and replaced. Completing this project would add value to the participants using the waterways and it would also enhance the City's branding. Also, the locations can be coordinated at one time adding continuity of the park and waterway signage. The waterways represents more than 45% of the City's parks and are used by many recreational boaters. Additionally, the waterways are used for several special events including, Santa By Sea, the Annual Canoe Race and the Waterway Cleanup.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Replace waterway and park signs			10,000		10,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$10,000	$0	$10,000
Recurring Costs						
						0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$10,000	$0	$10,000
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$10,000	$0	$10,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 4/1/22

City Manager Use Only

Add to Recommended Budget — Yes / No

City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

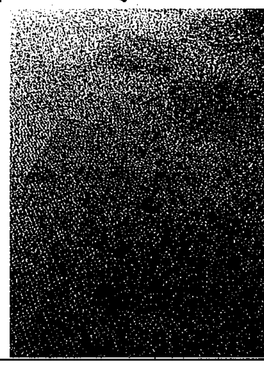
	Yes	No
Is this a capital request?	x	

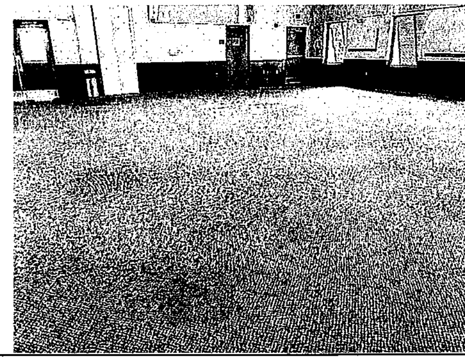
Number of Residents to be Served by this Project
36,000

Accounting String 300-5779-5461

Provide a Detailed Descripton of the Project Hagen Carpeting

Replace carpeting in Hagen Park Community Center





Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Hagen Park Community Center hosts over 36,000 visitors per year and the current carpeting is over 10 years old. All remaining replacement tiles have been installed and the style of carpeting tile is no longer manufactured. The entire carpeting needs to be replaced as it is worn, stained and miscolored.

Explain any Recurring Operating Costs

We currenty pay $250 for each cleaning based upon need. We would continue to have the carpet professionally cleaned and treated each quarter.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Carpet Install			20,000		20,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$20,000**	**$0**	**$20,000**
Recurring Costs						
2023	Quarterly Cleaning & Stain Treatment		1,600			1,600
2024	Quarterly Cleaning & Stain Treatment		1,600			1,600
2025	Quarterly Cleaning & Stain Treatment		1,600			1,600
2026	Quarterly Cleaning & Stain Treatment		1,600			1,600
2027	Quarterly Cleaning & Stain Treatment		1,600			1,600
	Total Proposed Recurring Costs	**$0**	**$8,000**	**$0**	**$0**	**$8,000**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$8,000**	**$20,000**	**$0**	**$28,000**
	Cost per Resident Served	**$0**	**$0**	**$1**	**$0**	**$1**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
Possible increase in rental revenue				1,000.00	1,000
					0
Cost Savings					
Added carpet cleaning and replacement	600.00			2,400.00	3,000
					0
Total Revenue/Cost Savings	**$600**	**$0**	**$0**	**$3,400**	**$4,000**
Net Costs (Cost MINUS Revenue/Cost Savings)	**($600)**	**$8,000**	**$20,000**	**($3,400)**	**$24,000**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/1/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

4/20/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project: 2,000

Accounting String: 300-5779-5461

Provide a Detailed Description of the Project City Boat Ramp Repairs

This request is to repair boardwalk, framing and handrails at both City boat ramps, Snook Creek and Colohatchee.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This funding would be used to repair the deteriorated wood, boardwalks, framing and handrails at both boat ramp facilities. The wood planks are eroding from water and termites. These structures are evaluated annually and damaged wood is replaced every five years or as needed. This project is necessary to ensure safety of the structures at these facilities. Delaying the replacement of these structures presents a safety hazard and also becomes more expensive if the entire structure needs replacement.

Explain any Recurring Operating Costs

No Anticipated costs for three years.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Boat Ramp Repairs			35,000		35,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$35,000**	**$0**	**$35,000**
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$0**	**$0**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$35,000**	**$0**	**$35,000**
	Cost per Resident Served	**$0**	**$0**	**$18**	**$0**	**$18**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
Boat ramps are free services						0
						0
Cost Savings						
N/A						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$0	$35,000	$0	$35,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 4/1/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

City Manager — Date 6/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
12,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project ICPP Flooring

Replace flooring at ICPP, to include the main hall, entryway atrium, classroom, game room, kitchen and offices.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The vinyl flooring at ICPP is original to the construction of the buildings in 2003. The vinyl tiles are worn, chipped, mis colored and signifcantly eroded. This project would provide a new durable surface and easy to maintain for the entire building. Flooring options would include commercial grade vinyl or laminate, polished concrete or epoxy flake flooring. If the flooring is not replaced, the costs will continue to increase for maintenance to treat floor monthly compared to quarterly. Also, the flooring impact will become less attractive for potential rentals, which generates approximately $7,000 annually.

Explain any Recurring Operating Costs

We currently have the flooring waxed by a contractor every 6 months and would continue to provide the preventative maintenance required for the type of flooring installed.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Flooring at ICPP			45,000		45,000
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$45,000**	**$0**	**$45,000**
Recurring Costs						
2024	Preventative Maintenance & Overtime	250	1,000			1,250
2025	Preventative Maintenance & Overtime	250	1,000			1,250
2026	Preventative Maintenance & Overtime	250	1,000			1,250
2027	Preventative Maintenance & Overtime	250	1,000			1,250
2028	Preventative Maintenance & Overtime	250	1,000			1,250
	Total Proposed Recurring Costs	**$1,250**	**$5,000**	**$0**	**$0**	**$6,250**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$1**
	Total Costs	**$1,250**	**$5,000**	**$45,000**	**$0**	**$51,250**
	Cost per Resident Served	**$0**	**$0**	**$4**	**$0**	**$4**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
Increased rental revenue				1,000.00	1,000
					0
Cost Savings					
Flooring maintenance and labor	250.00			1,500.00	1,750
					0
Total Revenue/Cost Savings	**$250**	**$0**	**$0**	**$2,500**	**$2,750**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$1,000**	**$5,000**	**$45,000**	**($2,500)**	**$48,500**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/1/22
Finance Director — Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ — No

6/20/22
City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
60,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project Mickel Sinks & Vanities

Replace sinks, cabinets and countertop vanities in restrooms at Mickel Park.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The sinks, counters and vanity tops in the restrooms at Mickel Park are heavily used and in need of upgrading. Mickel Park hosts concerts in the park, the Annual Hawaii Festival and facilitates approximately 60,000 annual park visits. The facility attracts youth sports, adult softball, kickball, rugby and boot camp as well as daily walking/jogging, and outdoor fitness use. The facility also hosts a state of the art school age playground and the City's only water splash pad playground. The many programs, amenities and services at Mickel Park have a heavy impact on restroom use and the restroom appliances would provide a more attractive appearance to the many park visitors each year.

Explain any Recurring Operating Costs

None.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Sink & Counter Replacement			5,000		5,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$5,000	$0	$5,000
Recurring Costs						
	None					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$5,000	$0	$5,000
	Cost per Resident Served	$0	$0	$0	$0	$0

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$5,000	$0	$5,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/1/22
Finance Director Date

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

6/28/22
City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
12,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project Cultural Center Improvements

This request is for improvement to the City's Cultural Center, Woman's Club. The project includes interior painting, ceiling repairs, and an upgraded parking area.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The Cultural Center is an aged facility and in need of upgrading the driveway, interior painging and ceiling repairs. The facility is a host to early voting, which attracts many visitors to the City and leaves a lasting impression about Wilton Manors. The Cultural Center also hosts many new activities and events in addition to facilitating building rentals. Many visitors are attracted to the unique cultural opportunities offered including events by Art Gallery 21, Sunserve, Arts United, Stonewall National Museum and Archives, World AIDS Museum, Glass Depression Club, Jazzercise, Hula Dance and many other activities.

Explain any Recurring Operating Costs

None.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Cultural Center Upgrades			30,000		30,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$30,000	$0	$30,000
Recurring Costs						
	None					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$30,000	$0	$30,000
	Cost per Resident Served	$0	$0	$3	$0	$3

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
Increased rental revenue				1,000.00	1,000
					0
Cost Savings					
N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$1,000	$1,000
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$30,000	($1,000)	$29,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 4/1/22
Date

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager 6/28/22
Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 2/1/2022

Is this a capital request? Yes: x | No:

Number of Residents to be Served by this Project:

Accounting String: 300-5779-5461 Capital

Provide a Detailed Description of the Project Carriage Bar Replacement

The wood bar top at Richardson Park Carriage House is infested with termites and needs to be replaced. This project would replace the wood bar top with a polished concrete bar top with a waterfall edge.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The bar top is an outdoor bar that is exposed to the elements and is infested with termites and needs to be replaced. It has been repaired to the best of its ability, however as an outdoor amenity it not feasible to deter termite infestation permanently and the constant heavy use and exposure to outdoor elements requires a more durable outdoor material for the bar.

Explain any Recurring Operating Costs

Cost to re-polish bar would be approximately $15 per square foot x 51 square feet. Estimated at $800 per time on an as needed basis.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Installation			15,000		15,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$15,000	$0	$15,000
Recurring Costs						
2024	Polish resurfacing		800			800
2025	Polish resurfacing (10% increase per year)		880			880
2026	Polish resurfacing (10% increase per year)		968			968
2027	Polish resurfacing (10% increase per year)		1,065			1,065
2028	Polish resurfacing (10% increase per year)		1,171			1,171
	Total Proposed Recurring Costs	$0	$4,884	$0	$0	$4,884
	Recurring Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Total Costs	$0	$4,884	$15,000	$0	$19,884
	Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A						0
						0

Cost Savings

N/A						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$4,884	$15,000	$0	$19,884
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT — Date

Staffing Needs N/A

Director Human Resources — Date

Approval to Submit to Finance

Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/1/22

Finance Director — Date

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager — Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

Is this a capital request? Yes: x | No:

Number of Residents to be Served by this Project: 60,000

Accounting String: 300-5779-5461

Provide a Detailed Description of the Project City Hall/Hagen Restriping

This irequest is to resurface and restripe the existing parking areas at the City Hall/Hagen Park municipal lot.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The existing parking lot space stripings has faded and difficult to see. Typically, parking areas are resurfaced and restriped every three to five years. The parking areas have not been resurfaced or restriped in more than five years.

Explain any Recurring Operating Costs

There are no recurring costs associated with this project.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	City Hall / Hagen Parking Lot Striping			25,000		25,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$25,000	$0	$25,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$25,000	$0	$25,000
	Cost per Resident Served	$0	$0	$0	$0	$0

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
N/A					0
					0
Cost Savings					
N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$25,000	$0	$25,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

Finance Director — Date 4/1/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager — Date 4/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
12,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project LED Lighting for City Hall

This request would be to install an LED color changing lighting system for the City Hall building.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Staff changes the lighting color themes of the City Hall building frequently throughout the year. This request would install an automated system that would allow updated and efficient LED lights that could be programmed from an app or via internet and not require staff to manually place gel covers on each individual light fixture. Additionally, this type of system would allow for a wider array of colors and layouts. Staff currently is asked to change out the light colors approximately 5 to 6 times per year and it takes three staff members approxiamately 3 hours to install and then 3 hours to uninstall each time for a total of 12 hours 5 to 6 times per year.

Explain any Recurring Operating Costs

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund: Salaries/Benefits	001 - Operating Fund: Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	LED Color Lighting System			60,000		60,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$60,000	$0	$60,000
Recurring Costs						
2023	2 hours operating time x 10 times/year	800				800
2024	2 hours operating time x 10 times/year	800				800
2025	2 hours operating time x 10 times/year	800				800
2026	2 hours operating time x 10 times/year	800				800
2027	2 hours operating time x 10 times/year	800				800
	Total Proposed Recurring Costs	$4,000	$0	$0	$0	$4,000
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$4,000	$0	$60,000	$0	$64,000
	Cost per Resident Served	$0	$0	$5	$0	$5

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0
Cost Savings					
Annual Staff Labor Time	2,880.00				2,880
					0
Total Revenue/Cost Savings	$2,880	$0	$0	$0	$2,880
Net Costs (Cost MINUS Revenue/Cost Savings)	$1,120	$0	$60,000	$0	$61,120
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director 4/1/22 Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

City Manager 6/28/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
1-Feb

	Yes	No
Is this a capital request?		x

Number of Residents to be Served by this Project
12,000

Accounting String 300-5779-5461

Provide a Detailed Description of the Project City Hall Ladder

This request is to purchase ladders to provide access on the City Hall Public Safety Building front roof and light areas.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Currently staff has to use a regular ground ladder to access the lights and sides of the City Hall building when changing the color of lighting during certain themes and when replacing lights at City Hall Public Safety Building. Permanently adding new ladders on the building would allow for safer use by City staff. Ladders have already been installed on other public buildings.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	City Hall Ladders			6,000		6,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$6,000	$0	$6,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$6,000	$0	$6,000
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$6,000	$0	$6,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N\A
Manager IT — Date

Staffing Needs N\A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N\A
Internal Rate of Return N\A
Net Present Value N\A

Finance Director — Date 4/1/22

City Manager Use Only

Add to Recommended Budget — Yes ✓ / No

City Manager — Date 4/28/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 1-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project: 12,000

Accounting String: 300-5779-5461

Provide a Detailed Description of the Project Hagen Generator Additional Funding

This project is to replace the emergency generator at Hagen Park. This would be Year 2 of 2 for funding.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The Hagen Park Community Center is used during emergency operations as the City cafeteria, rest area, and charging station for radios and phones of all City personnel. The current generator is 20 years old, exceeded its life expectancy and is very noisy. This project was bid out last Fiscal Year and all bids submitted exceeded the budgeted amount of $60,000, due to pursuing a larger fuel tank and the rapid inflation. The scope of services will be revised to include the same size fuel tank and add flexibility to the brand of the generator, hoping to reduce the costs when the City goes out for bid again. However, City staff anticipates the potential of needing an additonal $50,000 to complete this project. Replacing the unit with an updated quiet generator will operate more efficiently without disturbing the surrounding resdents, especailly during power outages, after storms when the power is out for consecutive days and on a weekly basis when the generator is being tested.

Explain any Recurring Operating Costs

The City currently has a purchase order for a service provider to provide maintenance for the generators. The maintenance costs for the Hagen Park generator is $2,000 per year.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Hagen Park Generator (Year 2 of 2)			50,000		50,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$50,000	$0	$50,000
Recurring Costs						
2023	Maintenance Agreement				2,000	2,000
2024	Maintenance Agreement				2,000	2,000
2025	Maintenance Agreement				2,000	2,000
2026	Maintenance Agreement				2,000	2,000
2027	Maintenance Agreement				2,000	2,000
	Total Proposed Recurring Costs	$0	$0	$0	$10,000	$10,000
	Recurring Cost per Resident Served	$0	$0	$0	$1	$1
	Total Costs	$0	$0	$50,000	$10,000	$60,000
	Cost per Resident Served	$0	$0	$4	$1	$5

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

N/A					0
					0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$50,000	$10,000	$60,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — Date 4/1/22

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager — Date 6/20/22

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Emergency Management/Utilities

Date Completed

Is this a capital request? Yes: X No:

Number of Residents to be Served by this Project
12,528

Accounting String

Provide a Detailed Descripton of the Project Municipal Complex 50yr Inspection

Repairs for the Municipal Complex:
1) Structural and electrical repairs are required based upon 50-Year Inspection Reports performed by Jaime Ghitelman P.E. and Smith Engineering Consultants, Inc. dated November 15, 2021 for three groups of buildings located at 2100 N Dixie Hwy.
2) The reports covers: A. The main office and shop buildings, B. The east warehouse building, and C. The west office building.
3) Detailed engineer's reports and recommendations are available for additional budgeting assessment.

The EM/Utilities cost of $125,000 will be split 50% Water Fund and 50% Sewer Fund. Additional funding of $20,000 is provided by Leisure Service Department who occupies a portion of the East Building.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
1) The referenced structural and electrical reports provide detailed explanation of deficiencies and required repairs.

Explain any Recurring Operating Costs
None

Alignment to Strategic Plan
Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Engineering design and construction			20,000		20,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$20,000	$0	$20,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$20,000	$0	$20,000
	Cost per Resident Served	$0	$0	$2	$0	$2

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$20,000	$0	$20,000
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT **Date**

Staffing Needs N/A

Director Human Resources **Date**

Approval to Submit to Finance

Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/1/22

Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes No

6/28/22

City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Leisure Services

Date Completed: 24-Feb

Is this a capital request? Yes: x | No:

Number of Residents to be Served by this Project: 13,000

Accounting String: 300-5779-5641-000

Provide a Detailed Descripton of the Project Hagen Amenities

This request is to leverage the current funding that will be carried forward from the prior Fiscal Year along with anticipated alernative funding to ccocomplete new and enhanced Hagen Park amenities project. This will consist of constructing a new multip-purpose/pickelball court, a new tot lot playground, a new basketball court without lights, improvements to the walking areas, and minor bathroom improvements.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

The playground life expectancy is 10 to 12 years and was demolished in 2022 after 19 years, due to safety issues of entanglement, and safety concerns. The playground was well maintained and in service for nearly 18 years. However, due to the deteriorated condition, from well exceeding its expectancy for use, the playground eroded in many areas. Pickleball is the biggest recreation craze in America today and the participation has exploded dwarfing the interest in tennis and basketball in comparison. Therefore, the multi-purpose/basketball court is being repurposed to multi-purpose pickleball courts. A new basketball court may be constructed without lights and a much smaller size where the demolished playground location was and a new tot lot playground for children 5 and under will be constructed near the southern end of the tennis courts at Hagen Park. There is currently sidewalks where residents enjoy walking and we anticipate making improvements and adding signage to identify a 1/2 mile trail. The City anticipates that $200,000 will be available through an FDEP FRDAP grant, which requires a $200,000 match. A total of $75,000 was budgeted in the prior Fiscal Year for Hagen Park amenities including $50,000 for pickleball and $25,000 for a new tot lot playground. Due to the increased construction costs for example, playground costs have doubled in just a few short years, additional funding is being requested.

Explain any Recurring Operating Costs

The recurring costs are identied to complete routine and housekeeping maintenance functions. However, these costs are not new as the Leisure Services team currently rents equipment such as pressure washer to pressure wash courts several times per year as needed. Staff also replaces basketball nets and may repair and replace pickleball fencing as needed. Additionally, LS staff will maintain playground equipment and surfacing as needed.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Hagen Park Amenities			100,000		100,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$100,000	$0	$100,000
Recurring Costs						
	Pressure washing courts will continue	2,000			1,200	3,200
	Fence and net repairs/replacements	1,500			1,000	2,500
	Maintain totlot surfaces/equipment	2,600			500	3,100
						0
						0
	Total Proposed Recurring Costs	$6,100	$0	$0	$2,700	$8,800
	Recurring Cost per Resident Served	$0	$0	$0	$0	$1
	Total Costs	$6,100	$0	$100,000	$2,700	$108,800
	Cost per Resident Served	$0	$0	$8	$0	$8

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
May help facility rental revenue				$1,500	1,500
Economy Boost to WDID Businesses				30,000.00	30,000
Cost Savings					
N/A					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$31,500	$31,500
Net Costs (Cost MINUS Revenue/Cost Savings)	$6,100	$0	$100,000	($28,800)	$77,300
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT — Date

Staffing Needs N/A
Director Human Resources — Date

Approval to Submit to Finance
Department Head — Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

Finance Director — 4/1/22 Date

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager — 6/28/22 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department
Leisure Services

Date Completed
24-Feb

	Yes	No
Is this a capital request?	x	

Number of Residents to be Served by this Project
13,000

Accounting String 300-5779-5641-000

Provide a Detailed Descripton of the Project Jon Boat

Purchase a jon boat with trailer and motor.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

This request is to replace the existing Jon Boat. The current boat is approximately 32 years old and no longer operational. This boat is used to assist with waterway maintenance projects quarterly and as needed. The boat is used by City staff during special events to enhance public safety. These events include Annual Canoe Race, Waterway Cleanup, and Santa By Sea. The City also has a barge that is scheduled to be replaced during the next Fiscal Year.

Explain any Recurring Operating Costs

The recurring costs are not new costs since this request is to replace the Jon Boat. The recurring costs consist of fuel, oil changes and flushing out lines throughout the year.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2023	Jon Boat			15,000		15,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$15,000	$0	$15,000
Recurring Costs						
	Fuel, oil changes, flush and replace lines				3,000	3,000
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$3,000	$3,000
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$15,000	$3,000	$18,000
	Cost per Resident Served	$0	$0	$1	$0	$1

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues						
N/A						0
						0
Cost Savings						
N/A						0
						0
Total Revenue/Cost Savings		$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)		$0	$0	$15,000	$3,000	$18,000
FY 2022-23 Net Cost per Resident Served		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT Date

Staffing Needs N/A
Director Human Resources Date

Approval to Submit to Finance
Department Head Date

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

4/1/22
Finance Director Date

City Manager Use Only

Add to Recommended Budget — Yes ✓ No

6/28/22
City Manager Date

WATER & SEWER UTILITIES FUNDS
Emergency Management/Utilities Department

The Emergency Management/Utilities Department is responsible for the water distribution network and the sanitary sewer collection system. The Finance Department is responsible for the preparation and collection of utility bills.

WATER DISTRIBUTION

The City of Wilton Manors receives its water from the City of Fort Lauderdale through a 20-year large user agreement. The Fiveash Water Treatment Plant is located at NW 9th Avenue and 38th Street, and water is distributed to Wilton Manors though three 8" master meters (similar to a standard house meter but larger) located on NW 9th Avenue, N Andrews Avenue and NE 11th Avenue. The City of Fort Lauderdale invoices the City of Wilton Manors for the consumption monthly.

The water meter program includes meter reading; meter repairs and replacement; turn ons/offs; non-payment tags, leak detection; pressure checks; meter read checks; backflow certification; and general customer complaints response.

The water distribution program includes service line replacement (between the main and meter); fire hydrant flow testing, repair and replacement; installing hydrant isolation valves, exercise hydrants and valves; and painting valve boxes, hydrants and marking locations in street and main line repairs.

The backflow and cross-connection program is a statutory requirement and it is monitored on an annual basis.

SEWER COLLECTION

The City of Wilton Manors contracts with the City of Fort Lauderdale to treat all sewage that is generated in the City of Wilton Manors. Usage is tracked through one sewer meter 16" in diameter, which is located in the City of Oakland Park at NE 16th Avenue and 42nd Street. This meter is read on a monthly basis for the purposes of billing. After sewage is pumped through the meter, it is sent to a transfer station that pumps it to the George T. Lohmeyer Regional Wastewater Treatment Plant in Port Everglades for treatment as required by the Florida Department of Environmental Protection.

The sewer lift station program provides continual maintenance to the City's twelve stations. The various internal functions of the stations are monitored via a computerized telemetry system. The telemetry system provides the field personnel with a daily record of these functions. Other elements of this program include the biannual cleaning of the station wet well using a vacuum truck, and repairing/replacing valves, motors, pump parts and electrical panels. Routine lift station maintenance is performed at least once a month.

The sewer collection system tele-video, smoke testing, and sliplining programs are designed to address the sewer system's infiltration in aggregate. This program operates on a continuous schedule until the entire system has been televised and repaired. The process addresses main lines as well as the house service laterals.

The lateral repair and replacement program is an on-going project. Sewer laterals are repaired or replaced on an “as-needed” basis. Laterals have been long identified as a major infiltration contributor to the sewer system. System expansion is necessary to provide adequate space for redevelopment.

UTILITY BILLING

Utility Billing is responsible for the timely preparation and distribution of the monthly utility bills for all water, sewer, stormwater, recycling and solid waste customers. Customer service personnel field all utility related inquiries from City residents, and help promote water conservation and participation in the City’s recycling program. Responsibilities also include coordinating services with our solid waste hauler, processing utility liens, and maintaining the timely collection of utility payments. The Utility Billing office is located in City Hall and is administered as part of the Finance Department.

DEPARTMENTAL BUDGET SUMMARY
WATER UTILITY FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ 202,162	$ 219,310	$ 215,976
Personnel Benefits	18,437	111,916	106,025
Operating Expenditures	2,452,435	2,502,866	2,868,259
Capital	-	592,117	2,928,930
Debt Service	-	-	-
Depreciation	398,522	443,900	443,900
Interfund Transfers	1,019,123	815,969	589,494
TOTAL DEPARTMENT COST	$ 4,090,679	$ 4,686,078	$ 7,152,584

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Director of Emergency Management / Utilities (a)	0.38	0.38	0.38	0.38
Office Manager (b)	0.38	0.38	0.38	0.38
Adminsitrative Coordinator (b)	0.38	0.38	0.38	0.38
Customer Service Supervisor (c)	0.50	0.50	0.50	0.50
Customer Service Representative (c)	0.50	0.50	0.50	0.50
Supervisor of Utilities (c)	0.25	0.25	0.25	0.25
Utilities Technician III (c)	0.50	0.50	0.50	0.50
Utilities Technician II (c)	0.25	0.25	0.25	0.25
Utilities Technician I (c)	0.25	0.25	0.25	0.25
Total Full Time	3.38	3.38	3.38	3.38
Part Time Customer Service Representative (a)	0.24	0.24	0.24	0.24
Total Part Time	0.24	0.24	0.24	0.24
WATER AND SEWER UTILITIES FUND TOTALS	3.62	3.62	3.62	3.62

(a) Payroll costs are allocated between the General Fund, the Water Utility Fund and the Sewer Utility Fund.

(b) Payroll costs are allocated between the Recycling Fund, the Water Utility Fund and the Sewer Utility Fund.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	2022-23 RECOMMENDED BUDGET
Fund 401 - WATER UTILITY FUND						
Dept 5330 - WATER U/B PERSONNEL						
PERSONNEL WAGES						
401-5330-5121.000	Salaries - Full Time	76,699	59,041	59,041	28,250	**49,741**
401-5330-5122.000	Curr Lia-Compensated Abs	(411)	0	0	0	**0**
401-5330-5131.000	Salaries - Part-Time	112	5,712	5,712	3,555	**9,897**
401-5330-5141.000	Overtime	24	750	750	19	**750**
PERSONNEL WAGES		76,424	65,503	65,503	31,824	**60,388**
PERSONNEL BENEFITS						
401-5330-5211.000	FICA	5,757	4,393	4,393	2,088	**3,725**
401-5330-5211.005	FICA Part-Time	7	437	437	272	**757**
401-5330-5221.000	Pension - WM	9,177	8,209	8,209	8,209	**6,682**
401-5330-5222.000	Pension - FRS	3,136	3,267	3,267	3,556	**7,191**
401-5330-5224.000	Pension - GASB 68	(85,079)	0	0	0	**0**
401-5330-5231.000	Life & Health Insurance	13,072	17,950	17,950	6,436	**8,975**
401-5330-5232.000	Insurance Opt-out	100	0	0	350	**600**
PERSONNEL BENEFITS		(53,830)	34,256	34,256	20,911	**27,930**
Totals for dept 5330 - WATER U/B PERSONNEL		**22,594**	**99,759**	**99,759**	**52,735**	**88,318**
Dept 5333 - WATER OPERATIONS						
PERSONNEL WAGES						
401-5333-5121.000	Salaries - Full Time	116,715	146,254	146,254	78,857	**149,053**
401-5333-5122.000	Curr Lia-Compensated Abs	(2,650)	0	0	0	**0**
401-5333-5141.000	Overtime	9,481	4,135	4,135	4,239	**3,667**
401-5333-5151.000	Cellular Phone Stipend	930	818	818	560	**918**
401-5333-5154.000	Duty Pay	1,262	2,600	2,600	850	**1,950**
PERSONNEL WAGES		125,738	153,807	153,807	84,506	**155,588**
PERSONNEL BENEFITS						
401-5333-5211.000	FICA	8,745	10,076	10,076	6,247	**11,183**
401-5333-5221.000	Pension - WM	15,119	18,472	18,472	18,472	**17,738**
401-5333-5222.000	Pension - FRS	18,858	22,916	22,916	13,893	**26,583**
401-5333-5231.000	Life & Health Insurance	29,224	26,196	26,196	16,288	**22,141**
401-5333-5232.000	Insurance Opt-Out	0	0	0	0	**450**
401-5333-5260.000	Other Post Employement Benefits	321	0	0	0	**0**
PERSONNEL BENEFITS		72,267	77,660	77,660	54,900	**78,095**
OPERATING EXPENDITURES						
401-5333-5311.000	Professional Services	23,149	1,500	1,500	214	**1,500**
401-5333-5312.000	Legal Services - City Attorney	7,118	5,000	2,500	1,107	**10,000**
401-5333-5321.000	Audit & Accounting	10,320	10,500	10,500	6,600	**11,400**
401-5333-5341.000	Contractual Services	59,908	25,602	26,374	15,388	**27,260**
401-5333-5432.000	Water Purchases	1,912,804	1,934,300	1,934,300	1,337,229	**2,227,800**
401-5333-5401.000	Meetings & Conferences	0	2,100	2,100	0	**2,100**
401-5333-5411.000	Telephone	2,357	1,654	1,654	1,595	**3,179**
401-5333-5412.000	Postage	9,219	500	500	6,265	**10,900**
401-5333-5451.000	Insurance	18,547	18,230	18,230	15,794	**19,958**
401-5333-5462.000	Equipment Maint-Repair	2,414	3,650	6,186	2,544	**5,650**
401-5333-5463.000	Vehicle Maint-Repair	961	3,550	3,550	1,064	**4,220**
401-5333-5464.000	Vehicle Operation - Fuel	1,550	2,500	2,500	727	**2,744**
401-5333-5466.000	Building Maintenance	28,979	5,200	11,725	7,005	**5,200**
401-5333-5469.000	System Maintenance	38,414	70,700	95,815	30,396	**79,700**
401-5333-5471.000	Printing & Binding	1,519	2,450	2,450	0	**1,200**
401-5333-5491.000	City Hall Indirect Chgs	328,514	367,067	367,067	244,712	**438,773**
401-5333-5494.000	Miscellaneous Expense	0	0	0	0	**0**
401-5333-5496.000	Year End Inventory Adjmt	(3,478)	0	0	0	**0**
401-5333-5511.000	Office Supplies	598	3,500	3,500	872	**3,900**
401-5333-5521.000	Operating Supplies	7,158	6,100	6,100	3,751	**6,400**
401-5333-5524.000	Uniforms & Clothing	1,212	1,840	1,840	1,079	**2,050**
401-5333-5541.000	Subs, Memberships, Dues	1,059	1,825	1,825	571	**1,825**
401-5333-5542.000	Training/Education	113	2,650	2,650	1,478	**2,500**

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
63	401-5333-5544.000	Tuition Reimbursement	0	0	0	0	**0**	63
64	401-5333-5991.000	Contingency - Fund Balance	0	0	0	0	**0**	64
65	OPERATING EXPENDITURES		2,452,435	2,470,418	2,502,866	1,678,391	**2,868,259**	65
66								66
67	CAPITAL							67
68	401-5333-5690.000	Contribution to Capital Replacement Pla	0	95,000	95,000	0	**64,835**	68
69	401-5333-5954.000	Conting -Cap/Equipment	0	0	0	0	**0**	69
70	401-5333-5955.000	Current Year Capital Expenditure	0	84,000	497,117	51,096	**2,864,095**	70
71	CAPITAL		0	179,000	592,117	51,096	**2,928,930**	71
72								72
73	DEPRECIATION							73
74	401-5333-5992.000	Depreciation Expense	48,361	21,500	21,500	0	**21,500**	74
75	401-5333-5993.000	Dep Exp -System & Improvements	229,432	299,400	299,400	0	**299,400**	75
76	401-5333-5994.000	Dep Exp - Fire Hydrants	15,111	15,400	15,400	0	**15,400**	76
77	401-5333-5995.000	Dep Exp - Autos & Trucks	11,237	12,500	12,500	0	**12,500**	77
78	401-5333-5996.000	Dep Exp - Furn & Equipment	85,870	86,300	86,300	0	**86,300**	78
79	401-5333-5997.000	Dep Exp - Sys Imp Proj	7,237	7,500	7,500	0	**7,500**	79
80	401-5333-5998.000	Dep Exp - Buildings	1,274	1,300	1,300	0	**1,300**	80
81	DEPRECIATION		398,522	443,900	443,900	0	**443,900**	81
82								82
83	**Totals for dept 5333 - WATER OPERATIONS**		**3,048,962**	**3,324,785**	**3,770,350**	**1,868,893**	**6,474,772**	83
84								84
85	**Dept 5881 - INTERFUND TRANSFERS**							85
86	TRANSFERS OUT							86
87	401-5881-5911.000	Operating Transfers Out	1,019,123	815,969	815,969	543,979	**589,494**	87
88	TRANSFERS OUT		1,019,123	815,969	815,969	543,979	**589,494**	88
89								89
90	**Totals for dept 5881 - INTERFUND TRANSFERS**		**1,019,123**	**815,969**	**815,969**	**543,979**	**589,494**	90
91								91
92	**Totals for 401 - WATER UTILITY FUND**		**4,090,679**	**4,240,513**	**4,686,078**	**2,465,607**	**7,152,584**	92

DEPARTMENTAL BUDGET SUMMARY
SEWER UTILITY FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ 275,025	$ 316,501	$ 335,226
Personnel Benefits	156,404	165,471	167,780
Operating Expenditures	3,628,252	4,404,058	4,278,664
Capital		1,216,586	2,276,115
Debt Service	16,873	482,220	63,880
Depreciation	439,534	436,200	436,200
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	$ 4,516,088	$ 7,021,036	$ 7,557,865

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Director of Emergency Management / Utilities (a)	0.38	0.38	0.38	0.38
Office Manager (b)	0.38	0.38	0.38	0.38
Adminsitrative Coordinator (b)	0.38	0.38	0.38	0.38
Customer Service Supervisor (c)	0.50	0.50	0.50	0.50
Customer Service Representative (c)	0.50	0.50	0.50	0.50
Supervisor of Utilities (c)	0.75	0.75	0.75	0.75
Utilities Technician III (c)	1.50	1.50	1.50	1.50
Utilities Technician II (c)	0.75	0.75	0.75	0.75
Utilities Technician I (c)	0.75	0.75	0.75	0.75
Total Full Time	5.88	5.88	5.88	5.88
Part Time Customer Service Representative (a)	0.25	0.25	0.25	0.25
Total Part Time	0.25	0.25	0.25	0.25
WATER AND SEWER UTILITIES FUND TOTALS	6.13	6.13	6.13	6.13

(a) Payroll costs are allocated between the General Fund, the Water Utility Fund and the Sewer Utility Fund.

(b) Payroll costs are allocated between the Recycling Fund, the Water Utility Fund and the Sewer Utility Fund.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Fund 402 - SEWER UTILITY FUND						
Dept 5331 - SEWER U/B PERSONNEL						
PERSONNEL WAGES						
402-5331-5121.000	Salaries - Full Time	56,484	59,041	59,041	28,249	**49,741**
402-5331-5122.000	Curr Lia-Compensated Abs	(411)	0	0	0	**0**
402-5331-5131.000	Salaries - Part-Time	112	5,712	5,712	3,553	**9,897**
402-5331-5141.000	Overtime	23	750	750	19	**750**
PERSONNEL WAGES		56,208	65,503	65,503	31,821	**60,388**
PERSONNEL BENEFITS						
402-5331-5211.000	FICA	4,035	4,393	4,393	2,034	**3,725**
402-5331-5211.005	FICA Part-Time	7	437	437	272	**757**
402-5331-5221.000	Pension - WM	25,012	29,005	29,005	29,005	**6,682**
402-5331-5222.000	Pension - FRS	3,136	3,267	3,267	3,556	**7,191**
402-5331-5231.000	Life & Health Insurance	13,072	17,951	17,951	6,402	**8,975**
402-5331-5232.000	Insurance Opt-out	200	0	0	350	**600**
PERSONNEL BENEFITS		45,462	55,053	55,053	41,619	**27,930**
Totals for dept 5331 - SEWER U/B PERSONNEL		**101,670**	**120,556**	**120,556**	**73,440**	**88,318**
Dept 5332 - SEWER OPERATIONS						
PERSONNEL WAGES						
402-5332-5121.000	Salaries - Full Time	197,192	229,381	229,381	137,848	**256,329**
402-5332-5122.000	Curr Lia-Compensated Abs	(3,779)	0	0	0	**0**
402-5332-5141.000	Overtime	19,943	12,219	12,219	8,323	**10,835**
402-5332-5151.000	Cellular Phone Stipend	1,475	1,598	1,598	1,020	**1,824**
402-5332-5154.000	Duty Pay	3,986	7,800	7,800	2,550	**5,850**
PERSONNEL WAGES		218,817	250,998	250,998	149,741	**274,838**
PERSONNEL BENEFITS						
402-5332-5211.000	FICA	15,346	17,147	17,147	10,975	**19,191**
402-5332-5221.000	Pension - WM	9,177	8,209	8,209	8,209	**31,768**
402-5332-5222.000	Pension - FRS	24,237	30,398	30,398	18,576	**35,865**
402-5332-5231.000	Life & Health Insurance	62,182	54,664	54,664	36,548	**52,576**
402-5332-5232.000	Insurance Opt-Out	0	0	0	0	**450**
PERSONNEL BENEFITS		110,942	110,418	110,418	74,308	**139,850**
OPERATING EXPENDITURES						
402-5332-5311.000	Professional Services	23,149	1,200	1,200	644	**1,200**
402-5332-5312.000	Legal Services - City Attorney	7,455	0	2,500	2,691	**0**
402-5332-5321.000	Audit & Accounting	10,320	10,500	10,500	6,600	**11,400**
402-5332-5341.000	Contractual Services	20,499	4,660	40,443	21,124	**4,760**
402-5332-5342.000	Contractual - Waste Water	2,029,709	2,132,500	2,132,500	1,188,028	**2,208,000**
402-5332-5401.000	Meetings & Conferences	0	1,200	1,200	0	**1,200**
402-5332-5411.000	Telephone	2,930	2,186	2,186	1,711	**3,179**
402-5332-5412.000	Postage	9,160	250	250	6,265	**10,600**
402-5332-5431.000	Utilities	70,409	72,800	72,800	44,233	**0**
402-5332-5431.001	Utilities - Electricity	0	0	0	0	**54,030**
402-5332-5431.002	Utilities - Water & Sewer	0	0	0	0	**23,000**
402-5332-5451.000	Insurance	22,940	23,300	23,300	19,992	**28,630**
402-5332-5462.000	Equipment Maint-Repair	11,711	8,300	10,359	765	**8,150**
402-5332-5463.000	Vehicle Maint-Repair	3,087	3,700	1,641	1,084	**4,800**
402-5332-5464.000	VEHICLE OPERATION-FUEL	5,178	4,400	4,400	4,523	**5,190**
402-5332-5466.000	Building Maintenance	8,902	7,500	14,025	6,570	**7,800**
402-5332-5469.000	System Maintenance	630,868	1,436,000	1,698,785	336,851	**1,448,200**
402-5332-5471.000	Printing & Binding	1,519	1,250	1,250	0	**0**
402-5332-5491.000	City Hall Indirect Chgs	328,514	367,067	367,067	244,712	**438,773**
402-5332-5494.000	Miscellaneous Expense	434,883	0	0	0	**0**
402-5332-5511.000	Office Supplies	290	3,000	3,000	783	**3,200**
402-5332-5521.000	Operating Supplies	4,949	9,300	9,300	3,430	**9,200**
402-5332-5524.000	Uniforms & Clothing	742	1,840	1,840	659	**1,840**
402-5332-5541.000	Subs, Memberships, Dues	30	1,312	1,312	0	**1,312**

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
64	402-5332-5542.000	Training/Education	1,008	4,200	4,200	1,145	**4,200**	64
65	402-5332-5544.000	Tuition Reimbursement	0	0	0	0	**0**	65
66	OPERATING EXPENDITURES		3,628,252	4,096,465	4,404,058	1,891,810	**4,278,664**	66
67								67
68	CAPITAL							68
69	402-5332-5690.000	Contribution to Capital Replacement Pla	0	95,000	95,000	0	**64,835**	69
70	402-5332-5954.000	Conting -Cap/Equipment	0	0	0	0	**0**	70
71	402-5332-5955.000	Current Year Capital Expenditure	0	167,772	1,121,586	656,375	**2,211,280**	71
72	CAPITAL		0	262,772	1,216,586	656,375	**2,276,115**	72
73								73
74	DEBT SERVICE							74
75	402-5332-5701.000	Debt Service	16,873	78,458	464,670	424,978	**59,633**	75
76	402-5332-5702.000	Debt Issuance Costs	0	0	17,550	5,983	**0**	76
76	402-5332-5721.000	Interest Payments	0	0	0	0	**4,247**	76
77	DEBT SERVICE		16,873	78,458	482,220	430,961	**63,880**	77
78								78
79	DEPRECIATION							79
80	402-5332-5992.000	Depreciation Expense	8,418	4,200	4,200	0	**4,200**	80
81	402-5332-5993.000	Dep Exp - System & Improvements	32,132	0	0	0	**0**	81
82	402-5332-5994.000	Dep Exp-Furn & Equipment	382,433	35,000	35,000	0	**35,000**	82
83	402-5332-5995.000	Depr Exp - Sewer	6,702	380,000	380,000	0	**380,000**	83
84	402-5332-5997.000	Dep Exp - Sys Imp Proj	9,849	7,200	7,200	0	**7,200**	84
85	402-5332-5998.000	Dep Exp - Buildings	0	9,800	9,800	0	**9,800**	85
86	DEPRECIATION		439,534	436,200	436,200	0	**436,200**	86
87								87
88	**Totals for dept 5332 - SEWER OPERATIONS**		**4,414,418**	**5,235,311**	**6,900,480**	**3,203,195**	**7,469,547**	88
89								89
90	**Totals for 402 - SEWER UTILITY FUND**		**4,516,088**	**5,355,867**	**7,021,036**	**3,276,635**	**7,557,865**	90

City of Wilton Manors FY23-27 Capital Improvement Program

Water Utility Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Water Utility Fund	$ 2,768,430	66,132	67,455	68,804	70,180	*$ 3,041,001*
Capital Replacement Plan	160,500	-	-	-	-	*$ 160,500*
Grants	-	-	-	-	-	*$ -*
Other	-	1,900,030	1,305,390	318,900	2,621,250	*$ 6,145,570*
TOTAL SOURCES:	$ 2,928,930	$ 1,966,162	$ 1,372,845	$ 387,704	$ 2,691,430	*$ 9,347,071*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	160,500	-	-	-	-	*$ 160,500*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	19,450	-	-	-	-	*$ 19,450*
Infrastructure	2,684,145	1,900,030	1,305,390	318,900	2,621,250	*$ 8,829,715*
Capital Replacement Plan	64,835	66,132	67,455	68,804	70,180	*$ 337,406*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 2,928,930	$ 1,966,162	$ 1,372,845	$ 387,704	$ 2,691,430	*$ 9,347,071*

City of Wilton Manors FY23-27 Capital Improvement Program

Water Utility Fund

Capital Replacement Plan

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Water Utility Fund	$ 64,835	$ 66,132	$ 67,455	$ 68,804	$ 70,180	*$ 337,406*
Capital Replacement Plan	160,500	56,818	-	-	-	*$ 217,318*
Capital Replacement Plan	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 225,335	$ 122,950	$ 67,455	$ 68,804	$ 70,180	*$ 554,724*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ 10,000	$ -	$ -	$ -	*$ 10,000*
Vehicles:	160,500	46,818	-	-	-	*$ 207,318*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	64,835	66,132	67,455	68,804	70,180	*$ 337,406*
TOTAL COSTS:	$ 225,335	$ 122,950	$ 67,455	$ 68,804	$ 70,180	*$ 554,724*

City of Wilton Manors FY23-27 Capital Improvement Program

Water Utility Fund

Proposed Master Plan Infrastructure

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Water Utility Fund	$ 2,928,930	$ -	$ -	$ -	$ -	*$ 2,928,930*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Debt	-	1,900,030	1,305,390	318,900	2,621,250	*$ 6,145,570*
Other	1,648,615	-	-	-	-	*$ 1,648,615*
TOTAL SOURCES:	$ 4,577,545	$ 1,900,030	$ 1,305,390	$ 318,900	$ 2,621,250	*$ 10,723,115*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Infrastructure	4,577,545	1,900,030	1,305,390	318,900	2,621,250	*$ 10,723,115*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 4,577,545	$ 1,900,030	$ 1,305,390	$ 318,900	$ 2,621,250	*$ 10,723,115*

CITY OF WILTON MANORS
FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023	FY2024	FY2025	FY2026	FY2027	Total
	GOVERNMENTAL FUNDS						
	CAPITAL PROJECTS FUND						
1	**Water Utility Fund - 401**						
2	CRP - Replace Utility Vacuum Vehicle, 1/2 of cost	$160,500					$160,500
3	NW 30 Court Service Line Replacments	$661,615					$661,615
4	Relocate a portion of water main on N Andrews Ave at NE 26th ST	$60,000					$60,000
5	Repairs for the Municipal Complex	$62,500					$62,500
6	Wilton Manors West Phase 1 - Water Main Replacements	$1,900,030					$1,900,030
7	GIS Utility Atlas Updates & Integration	$19,450					$19,450
8	Infrastructure CIP		$1,900,030	$1,305,390	$318,900	$2,621,250	$6,145,570
9	Contribution to Capital Replacement Plan	$64,835	$66,132	$67,455	$68,804	$70,180	$337,406
10	**Total Water Utility Fund**	**$2,928,930**	**$1,966,162**	**$1,372,845**	**$387,704**	**$2,691,430**	**$9,347,071**

Department

Emergency Management/Utilities

Date Completed

3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project

12,528

Accounting String 401-5333-5955

Provide a Detailed Description of the Project Vacuum Vehicle

Replace the Utility Vacuum Vehicle:
1) Purchase a new Freightliner/Vacall vacuum vehicle to replace the current 2013 International/VacCon vacuum vehicle.
2) The vehicle is a combination of a commercial truck chassis mounted with a vacuum machine equipped with large water supply and waste material tanks, including pumping equipment and accessories.

Total cost of $321,000 will be split 1/2 Water Fund and 1/2 Sewer Fund.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The current 2013 International/VacCon vacuum vehicle has been requiring multiple repairs over the last few years. While financial costs for the repairs are undesirable, the true cost is in lost production time in effecting utility work repairs and projects while the vehicle is disabled.
2) The utility vacuum vehicle is used for excavations for water, sewer and drainage projects and for cleaning sewer and stormwater systems.
3) Maintenance and repair projects are more efficiently carried out where a vacuum vehicle is needed.
4) The replacement vehicle would ensure continuity of utility operations for three EM/Utilities departments.

Explain any Recurring Operating Costs

The life-span of this utility vehicle is expected to be approximately 15 years. The vehicle will come with a multi-year manufacturer's warranties for chassis and equipment, however, regular maintenance as a matter of standard operation procedures is be anticipated. Budget figure for any future repairs cannot be anticipated at this time.

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Purchase equipment				160,500	160,500
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$160,500	$160,500
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$160,500	$160,500
	Cost per Resident Served	$0	$0	$0	$13	$13

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$0**	**$160,500**	**$160,500**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/4/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/20/22
City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department: Emergency Management/Utilities

Date Completed: 3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project: 12,528

Accounting String: 401-5333-5955.000

Provide a Detailed Description of the Project

NW 30 Court Service Line Replacements:
1) From 700 NW 30 Court to 1100 NW 30 Court,
2) Replace water service lines and connect to existing 8" water main,
3) Add (1) fire hydrant,
4) Abandon & grout existing 4" and 6" water mains.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Water, Wastewater & Stormwater Integrated Master Plan - Water Project #2, NW 30 Court and West Oakland Park Boulevard Water Main Replacement:
1) This portion of the project will complete approximately 25% of this project scope in order to complete the water system upgrades on NW 30 Court.
2) New system components will require reduced labor and material costs for maintenance.

Explain any Recurring Operating Costs

The life-span of this project is expected to be approximately 50 years. While periodic inspections will be performed as standard operating procedures, future maintenance costs will be reduced over the next 40 years.

Alignment to Strategic Plan

Goal A. - Advance Infrastructure Improvements, **Key Objective 1** - Improve Water, Stormwater and Wastewater Infrastructure

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
*21-22	Design and construction				706,090	706,090
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$706,090	$706,090
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$706,090	$706,090
	Cost per Resident Served	$0	$0	$0	$56	$56

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues					
None				-	0
					0
Cost Savings					
Annual maintenance ($5,000/yr)				150,000.00	150,000
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$150,000**	**$150,000**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$0**	**$556,090**	**$556,090**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return <4%>

Net Present Value <$556,969>

4/4/22
Finance Director **Date**

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

6/20/22
City Manager **Date**

Department

Emergency Management/Utilities

Date Completed

3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project

12,528

Accounting String 401-5333-5955

Provide a Detailed Description of the Project

Relocate a portion of water main on N Andrews Ave at NE 26 Street:

1) In order to install new traffic signal mast-arm poles, approximately 170 LF of City water main on the west side of the intersection will be relocated.

2) The current 6-inch line runs south-bound beneath the sidewalk where new poles are to be located. The replacement 6-inch line will be jogged approximately (7) feet to the east, below the edge of roadway pavement.

3) The County's contractor will perform the relocation. Since this crosswalk is the City's request, the City will reimburse the County for its cost to relocate the line upon completion pursuant to a Joint Project Agreement (JPA).

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1)The City requested that Broward County install crosswalk signals at the intersection of N Andrews Avenue and NE 26 Street as a safety enhancement to encourage walkability within the City.

2) Upon review and approval, the County has agreed to implement the project for the crosswalk signals, and will also be installing new mast arm style posts for new traffic signals. The location of proposed mast arm posts on the west side of the intersection conflicts with the existing water main running southbound below the same side of the street, therefore, the water main must be moved.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Reimburse Broward County				60,000	60,000
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$60,000	$60,000
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$60,000	$60,000
	Cost per Resident Served	$0	$0	$0	$5	$5

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$0**	**$60,000**	**$60,000**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

4/4/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

6/20/22
City Manager **Date**

Department
Emergency Management/Utilities

Date Completed
3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project
12,528

Accounting String 401-5333-5955.000

Provide a Detailed Description of the Project

Repairs for the Municipal Complex:
1) Structural and electrical repairs are required based upon 50-Year Inspection Reports performed by Jaime Ghitelman P.E. and Smith Engineering Consultants, Inc. dated November 15, 2021 for three building groups located at 2100 N Dixie Hwy.
2) The reports covers: A. The main office and shop buildings, B. The east warehouse building, and C. The west office building.
3) Detailed engineer's reports and recommendations are available for additional budgeting assessment.

The EM/Utilities cost of $125,000 will be split 50% Water Fund and 50% Sewer Fund. Additional funding of $20,000 will be provided by Leisure Service Department who occupies a portion of the East Building.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The referenced structural and electrical reports provide detailed explanation of deficiencies and required repairs.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Engineering design and construction				62,500	62,500
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$62,500	$62,500
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$62,500	$62,500
	Cost per Resident Served	$0	$0	$0	$5	$5

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$0	$62,500	$62,500
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A

Manager IT **Date**

Staffing Needs N/A

Director Human Resources **Date**

Approval to Submit to Finance

Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/4/22

Finance Director **Date**

City Manager Use Only

Add to Recommended Budget

Yes	No
✓	

4/26/22

City Manager **Date**

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Department

Emergency Management/Utilities

Date Completed

3/7/2022

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project

12,528

Accounting String 401-5333-5341.000

Provide a Detailed Descripton of the Project

The utilitiy depatrment's Geographic Information System (GIS) atlas update project will include:
1) Providing project and repair updates for water, wastewater and stormwater systems.
2) Reviewing current atlas data for complete component descriptions and update as needed.
3) Transitioning atlas data to online platform.
4) Implementing atlas access for mobile staff users.
5) Providing training for office and mobile staff users.
6) First annual ESRI (Environmental Systems Research Institute) online software licensing.
7) First annual GIS user licensing (2 full access, 3 limited access, 2 viewer only)

Total cost of $58,350.00 will be split 1/3 Water Fund, 1/3 Sewer Fund and 1/3 Drainage Fund.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The City's GIS mapping needs to be updated and expanded to meet increasing demands for accessing facility data and increasing efficiency for staff for implementing projects and repairs. The utility department's GIS data implementation and mapping began in 2007 and the system has not had a comprehensive update since 2013. As projects have been completed, as-built records have been maintained, but not all projects and repairs have been included in the atlas.
2) The current GIS in-house mapping will be transitioned to the online GIS platform for field staff mobility and interaction for resourcing and responding to infrastructure maintenance and repairs.
3) Staff training is necessary for operational use of the online platform.
4) Benefits include quicker response times due to available mobile data; greater accuracy with locating facilities and components; greater accuracy assessing requirements for repairs, which will identify ; providing quicker updates upon completion of repairs and infrastructure projects.
3) As the City's re-development expands, additional facilities will need to be uploaded and tracked for future maintenance issues as well.

Explain any Recurring Operating Costs

Annual licensing fee for the online GIS and annual user license fees for staff access.

Alignment to Strategic Plan

Goal D. - Cultivate Efficient and High Performing Government, **Key Objective 3** - Identify Opertional Efficiencies and Improvements for City Departmens and Programs

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	GIS Utlity Atlas Updates & Integration				19,450	19,450
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$19,450	$19,450
Recurring Costs						
	Annual Licensing				3,180	3,180
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$3,180	$3,180
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$22,630	$22,630
	Cost per Resident Served	$0	$0	$0	$2	$2

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2022-23

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

Labor (unknown)					0
					0

Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$0	$22,630	$22,630
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period

Internal Rate of Return

Net Present Value

Finance Director **Date**

City Manager Use Only

	Yes	No
Add to Recommended Budget	✓	

City Manager 6/28/22 **Date**

City of Wilton Manors FY23-27 Capital Improvement Program

Sewer Utility Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Sewer Utility Fund	$ 2,276,115	$ 66,132	$ 67,455	$ 68,804	$ 70,180	*$ 2,548,686*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	1,900,030	1,305,390	318,900	2,621,250	*$ 6,145,570*
TOTAL SOURCES:	$ 2,276,115	$ 1,966,162	$ 1,372,845	$ 387,704	$ 2,691,430	*$ 8,694,256*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	19,450	-	-	-	-	*$ 19,450*
Infrastructure	2,191,830	1,900,030	1,305,390	318,900	2,621,250	*$ 8,337,400*
Capital Replacement Plan	64,835	66,132	67,455	68,804	70,180	*$ 337,406*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 2,276,115	$ 1,966,162	$ 1,372,845	$ 387,704	$ 2,691,430	*$ 8,694,256*

City of Wilton Manors FY23-27 Capital Improvement Program

Sewer Utility Fund

Capital Replacement Plan

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Sewer Utility Fund	$ 64,835	$ 66,131	$ 67,454	$ 68,803	$ 70,179	*$ 337,402*
Capital Replacement Plan	-	67,018	-	50,000	-	*$ 117,018*
Capital Replacement Plan	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 64,835	$ 133,149	$ 67,454	$ 118,803	$ 70,179	*$ 454,420*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ 20,200	$ -	$ 50,000	$ -	*$ 70,200*
Vehicles:	-	46,818	-	-	-	*$ 46,818*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	64,835	66,131	67,454	68,803	70,179	*$ 337,402*
TOTAL COSTS:	$ 64,835	$ 133,149	$ 67,454	$ 118,803	$ 70,179	*$ 454,420*

City of Wilton Manors FY23-27 Capital Improvement Program

Water Utility Fund

Proposed Master Plan Infrastructure

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Water Utility Fund	$ 2,129,330	$ -	$ -	$ -	$ -	*$ 2,129,330*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Debt	-	3,315,565	2,005,930	2,067,110	2,518,410	*$ 9,907,015*
Other	2,600,000	-	-	-	-	*$ 2,600,000*
TOTAL SOURCES:	$ 4,729,330	$ 3,315,565	$ 2,005,930	$ 2,067,110	$ 2,518,410	*$ 14,636,345*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Infrastructure	4,729,330	3,315,565	2,005,930	2,067,110	2,518,410	*$ 14,636,345*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 4,729,330	$ 3,315,565	$ 2,005,930	$ 2,067,110	$ 2,518,410	*$ 14,636,345*

CITY OF WILTON MANORS
FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023	FY2024	FY2025	FY2026	FY2027	Total
	GOVERNMENTAL FUNDS						
	CAPITAL PROJECTS FUND						
1	**Sewer Utility Fund - 402**						
2	Lift Station #1 Replacement - 3049 NW 9 Avenue	$738,110					$738,110
3	Lift Station #4 Replacement - 2400 NW 9 Terrace	$653,110					$653,110
4	Lift Station No. 7 Rehabilitation - 3001 NE 3 Avenue	$738,110					$738,110
5	Repairs for the Municipal Complex	$62,500					$62,500
6	GIS Utility Atlas Updates & Integration	$19,450					$19,450
7	Infrastructure CIP		$3,315,565	$2,005,930	$2,067,110	$2,518,410	$9,907,015
8	Contribution to Capital Replacement Plan	$64,835	$66,131	$67,454	$68,803	$70,179	$337,402
9	**Total Sewer Utility Fund**	**$2,276,115**	**$3,381,696**	**$2,073,384**	**$2,135,913**	**$2,588,589**	**$12,455,697**

Department

Emergency Management/Utilities

Date Completed

3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project

12,528

Accounting String 402-5332-5955.000

Provide a Detailed Description of the Project

Lift Station No. 1 Replacement - 3049 NW 9 Avenue:
1) The existing 2-pump can-style station will be replaced with a 2-pump submersible pump-style station,
2) A new 6" force main line will replace the existing 4" force main line.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Water, Wastewater & Stormwater Integrated Master Plan - Sewer Project #2, Proposed Lift Station No. 1 Replacement:
1) This pumping station is approximately 55 years old, outdated and requires replacement,
2) New system components will require reduced labor and material costs for maintenance and will increase operational efficiencies.

Explain any Recurring Operating Costs

The life-span of this project is expected to be approximately 50 years. While periodic inspections will be performed as standard operating procedures, future maintenance costs will be reduced over the next 30-40 years.

Alignment to Strategic Plan

Goal A. - Advance Infrastructure Improvements, **Key Objective 1** - Improve Water, Stormwater and Wastewater Infrastructure

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-24	Design and construction				738,110	738,110
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$738,110	$738,110
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$738,110	$738,110
	Cost per Resident Served	$0	$0	$0	$59	$59

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

Annual maintenance ($3,000/yr)				90,000.00	90,000
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$90,000**	**$90,000**

Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$0**	**$648,110**	**$648,110**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return <10%>

Net Present Value <648,440>

4/4/20

Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

City Manager **Date**

Department

Emergency Management/Utilities

Date Completed

3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project

12,528

Accounting String 402-5332-5955.000

Provide a Detailed Description of the Project

Lift Station No. 4 Replacement - 2400 NW 9 Terrace:
1) The existing 2-pump can-style station will be replaced with a 2-pump submersible pump-style station,
2) A new 4" force main line will replace the existing 4" force main line.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Water, Wastewater & Stormwater Integrated Master Plan - Sewer Project #4, Proposed Lift Station No. 4 Replacement:
1) This pumping station is approximately 55 years old, outdated and requires replacement,
2) New system components will require significantly reduced labor and material costs for maintenance and will increase operational efficiencies.

Explain any Recurring Operating Costs

The life-span of this project is expected to be approximately 50 years. While periodic inspections will be performed as standard operating procedures, future maintenance costs will be reduced over the next 30-40 years.

Alignment to Strategic Plan

Goal A. - Advance Infrastructure Improvements, **Key Objective 1** - Improve Water, Stormwater and Wastewater Infrastructure

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-24	Design and construction				653,110	653,110
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$653,110	$653,110
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$653,110	$653,110
	Cost per Resident Served	$0	$0	$0	$52	$52

Revenue/Cost Savings Opportunities

Additional Revenues					
None				-	0
					0
Cost Savings					
Annual maintenance ($3,000/yr)				90,000.00	90,000
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$90,000**	**$90,000**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$0**	**$563,110**	**$563,110**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return <10%>

Net Present Value <$563,522>

Finance Director 4/4/22 **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

City Manager 6/28/22 **Date**

Department

Emergency Management/Utilities

Date Completed

3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project

12,528

Accounting String 402-5332-5955.000

Provide a Detailed Description of the Project

Lift Station No. 7 Rehabilitation - 3001 NE 3 Avenue:
1) The existing 2-pump submersible pump-style station will be rehabilitated and upgraded with new system components,
2) A new 6" force main line will replace the existing 4" force main line.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

Water, Wastewater & Stormwater Integrated Master Plan - Sewer Project #12, Proposed Lift Station No. 7 Rehabilitation & Force Main Replacement:
1) This pumping station is approximately 30 years old, outdated and requires component upgrades,
2) New system components will require reduced labor and material costs for maintenance and will increase operational efficiencies.

Explain any Recurring Operating Costs

The life-span of this project is expected to be approximately 50 years. While periodic inspections will be performed as standard operating procedures, future maintenance costs will be reduced over the next 30-40 years.

Alignment to Strategic Plan

Goal A. - Advance Infrastructure Improvements, **Key Objective 1** - Improve Water, Stormwater and Wastewater Infrastructure

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-24	Design and construction				738,110	738,110
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$738,110	$738,110
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$738,110	$738,110
	Cost per Resident Served	$0	$0	$0	$59	$59

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

Annual maintenance ($3,000/yr)				90,000.00	90,000
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$90,000**	**$90,000**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$0**	**$648,110**	**$648,110**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return <10%>

Net Present Value <$644,480>

4/4/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** ✓ **No**

6/28/22
City Manager **Date**

Department

Emergency Management/Utilities

Date Completed

3/1/2022

	Yes	No
Is this a capital request?	X	

Number of Residents to be Served by this Project

12,528

Accounting String 402-5332-5955.000

Provide a Detailed Description of the Project

Repairs for the Municipal Complex:

1) Structural and electrical repairs are required based upon 50-Year Inspection Reports performed by Jaime Ghitelman P.E. and Smith Engineering Consultants, Inc. dated November 15, 2021 for three groups of buildings located at 2100 N Dixie Hwy.

2) The reports covers: A. The main office and shop buildings, B. The east warehouse building, and C. The west office building.

3) Detailed engineer's reports and recommendations are available for additional budgeting assessment.

The EM/Utilities cost of $125,000 will be split 50% Water Fund and 50% Sewer Fund. Additional funding of $20,000 is provided by Leisure Service Department who occupies a portion of the East Building.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The referenced structural and electrical reports provide detailed explanation of deficiencies and required repairs.

Explain any Recurring Operating Costs

None

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Engineering design and construction				62,500	62,500
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$62,500	$62,500
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$62,500	$62,500
	Cost per Resident Served	$0	$0	$0	$5	$5

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

None					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$0	$62,500	$62,500
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/4/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** **No**

6/22/22
City Manager **Date**

Department

Emergency Management/Utilities

Date Completed

3/7/2022

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project

12,528

Accounting String 402-5332-5341.000

Provide a Detailed Descripton of the Project

The utilitiy depatrment's Geographic Information System (GIS) atlas update project will include:
1) Providing project and repair updates for water, wastewater and stormwater systems.
2) Reviewing current atlas data for complete component descriptions and update as needed.
3) Transitioning atlas data to online platform.
4) Implementing atlas access for mobile staff users.
5) Providing training for office and mobile staff users.
6) First annual ESRI (Environmental Systems Research Institute) online software licensing.
7) First annual GIS user licensing (2 full access, 3 limited access, 2 viewer only)

Total cost of $58,350.00 will be split 1/3 Water Fund, 1/3 Sewer Fund and 1/3 Drainage Fund.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The City's GIS mapping needs to be updated and expanded to meet increasing demands for accessing facility data and increasing efficiency for staff for implementing projects and repairs. The utility department's GIS data implementation and mapping began in 2007 and the system has not had a comprehensive update since 2013. As projects have been completed, as-built records have been maintained, but not all projects and repairs have been included in the atlas.
2) The current GIS in-house mapping will be transitioned to the online GIS platform for field staff mobility and interaction for resourcing and responding to infrastructure maintenance and repairs.
3) Staff training is necessary for operational use of the online platform.
4) Benefits include quicker response times due to available mobile data; greater accuracy with locating facilities and components; greater accuracy assessing requirements for repairs, which will identify ; providing quicker updates upon completion of repairs and infrastructure projects.
3) As the City's re-development expands, additional facilities will need to be uploaded and tracked for future maintenance issues as well.

Explain any Recurring Operating Costs

Annual licensing fee for the online GIS and annual user license fees for staff access.

Alignment to Strategic Plan

Goal D. - Cultivate Efficient and High Performing Government, **Key Objective 3** - Identify Opertional Efficiencies and Improvements for City Departmens and Programs

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	GIS Utlity Atlas Updates & Integration				19,450	19,450
						0
						0
						0
						0
	Total Non-Recurring Costs	**$0**	**$0**	**$0**	**$19,450**	**$19,450**
Recurring Costs						
	Annual Licensing				3,180	3,180
						0
						0
						0
						0
	Total Proposed Recurring Costs	**$0**	**$0**	**$0**	**$3,180**	**$3,180**
	Recurring Cost per Resident Served	**$0**	**$0**	**$0**	**$0**	**$0**
	Total Costs	**$0**	**$0**	**$0**	**$22,630**	**$22,630**
	Cost per Resident Served	**$0**	**$0**	**$0**	**$2**	**$2**

Revenue/Cost Savings Opportunities

Additional Revenues					
None				-	0
					0
Cost Savings					
Labor (unknown)					0
					0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0
Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$0	$22,630	$22,630
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period

Internal Rate of Return

Net Present Value

Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes ✓ No

City Manager **Date**

DRAINAGE UTILITY FUND

The stormwater system rehabilitation program consists of replacing outdated catch basins as well as the associated undersized drainage pipes. The program also addresses the continuing maintenance of the network such as cleaning debris out of the catch basins and associated piping, the repair of broken or cracked pipes, and addressing the quality of water entering canals. The City is a co-permittee in Broward County Inter-local Agreement NPDES-00016 for state-mandated maintenance activities and sediment control standards in the City's waterways, thereby reducing the amount of sediment entering the City's drainage system and waterways.

DEPARTMENTAL BUDGET SUMMARY
DRAINAGE FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ 76,520	$ 90,427	$ 92,169
Personnel Benefits	33,732	46,567	55,442
Operating Expenditures	241,948	550,154	427,534
Capital	-	1,251,542	218,237
Debt Service	-	-	-
Depreciation	96,892	94,400	94,400
Interfund Transfers	4,991	4,990	4,941
TOTAL DEPARTMENT COST	$ 454,083	$ 2,038,080	$ 892,723

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Utility Technician II	1.00	1.00	1.00	1.00
Utility Technician I	1.00	1.00	1.00	1.00
Total Full Time	2.00	2.00	2.00	2.00
DRAINAGE FUND TOTALS	2.00	2.00	2.00	2.00

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Fund 450 - DRAINAGE UTILITY FUND							
	Dept 5336 - DRAINAGE OPERATIONS							
1	PERSONNEL WAGES							1
2	450-5336-5121.000	Salaries - Full Time	69,662	79,524	79,524	31,281	**76,982**	2
3	450-5336-5122.000	Curr Lia-Compensated Abs	(3,505)	0	0	0	**0**	3
4	450-5336-5141.000	Overtime	6,733	7,583	7,583	1,874	**12,167**	4
5	450-5336-5151.000	Cell Phone Stipend	630	720	720	245	**420**	5
6	450-5336-5154.000	Duty Pay	3,000	2,600	2,600	1,600	**2,600**	6
7	PERSONNEL WAGES		76,520	90,427	90,427	35,000	**92,169**	7
8								8
9	PERSONNEL BENEFITS							9
10	450-5336-5211.000	FICA	6,846	6,000	6,000	2,487	**5,847**	10
11	450-5336-5221.000	Pension - WM	9,890	10,057	10,057	10,057	**4,607**	11
12	450-5336-5222.000	Pension - FRS	7,878	9,688	9,688	4,054	**10,901**	12
13	450-5336-5224.000	Pension - GASB 68	(14,017)	0	0	0	**0**	13
14	450-5336-5231.000	Life & Health Insurance	23,074	20,822	20,822	18,052	**34,087**	14
15	450-5336-5260.000	OTHER POST EMPLOYMENT BENEFITS (O	61	0	0	0	**0**	15
16	PERSONNEL BENEFITS		33,732	46,567	46,567	34,650	**55,442**	16
17								17
18	OPERATING EXPENDITURES							18
19	450-5336-5311.000	Professional Services	0	1,200	1,200	500	**1,200**	19
20	450-5336-5341.000	Contractual Services	13,659	27,270	58,330	7,198	**28,270**	20
21	450-5336-5401.000	Meetings & Conferences	0	1,200	1,200	0	**1,200**	21
22	450-5336-5411.000	Telephone	277	240	240	205	**390**	22
23	450-5336-5412.000	Postage	0	100	100	0	**340**	23
24	450-5336-5451.000	Insurance	3,417	3,200	3,200	2,871	**5,438**	24
25	450-5336-5462.000	Equipment Maint-Repair	5,265	10,200	12,736	4,013	**11,800**	25
26	450-5336-5463.000	Vehicle Maint-Repair	2,400	3,000	3,000	902	**3,740**	26
27	450-5336-5464.000	Vehicle Operation - Fuel	4,893	4,700	4,700	3,634	**5,580**	27
28	450-5336-5469.000	System Maintenance	37,070	172,500	290,854	3,574	**173,200**	28
29	450-5336-5491.000	City Hall Indirect Chgs	168,298	164,454	164,454	109,640	**185,986**	29
30	450-5336-5521.000	Operating Supplies	3,884	4,500	4,500	279	**4,700**	30
31	450-5336-5524.000	Uniforms & Clothing	994	1,690	1,690	533	**1,690**	31
32	450-5336-5541.000	Subs, Memberships, Dues	925	1,000	1,000	925	**1,000**	32
33	450-5336-5542.000	Training/Education	866	2,950	2,950	0	**3,000**	33
34	450-5336-5951.000	Contingencies	0	0	0	0	**0**	34
35	OPERATING EXPENDITURES		241,948	398,204	550,154	134,274	**427,534**	35
36								36
37	CAPITAL							37
38	450-5336-5601.018	CDBG 45th Year Expenditure	0	0	0	0	**0**	38
39	450-5336-5690.000	Contribution to Capital Replacement	0	35,000	35,000	0	**38,287**	39
40	450-5336-5954.000	Conting - Cap/Equipment	0	0	0	0	**0**	40
41	450-5336-5955.000	Current Year Capital Expenditure	0	550,000	1,216,542	378,995	**179,950**	41
42	CAPITAL		0	585,000	1,251,542	378,995	**218,237**	42
43								43
44	DEPRECIATION							44
45	450-5336-5992.000	Depreciation Expense	3,125	0	0	0	**0**	45
46	450-5336-5993.000	Dep Exp -System & Improvements	69,497	70,000	70,000	0	**70,000**	46
47	450-5336-5994.000	Dep Exp - Furn & Equipment	19,918	20,000	20,000	0	**20,000**	47
48	450-5336-5995.000	Dep Exp - Autos & Trucks	4,352	4,400	4,400	0	**4,400**	48
49	450-5336-5996.000	Dep Exp - Sys Imp Proj	0	0	0	0	**0**	49
50	DEPRECIATION		96,892	94,400	94,400	0	**94,400**	50
51								51
52	**Totals for dept 5336 - DRAINAGE OPERATIONS**		**449,092**	**1,214,598**	**2,033,090**	**582,919**	**887,782**	52
53								53
54	**Dept 5881 - INTERFUND TRANSFERS**							54
55	TRANSFERS OUT							55
56	450-5881-5911.000	Operating Transfers Out	4,991	4,990	4,990	3,328	**4,941**	56
57	TRANSFERS OUT		4,991	4,990	4,990	3,328	**4,941**	57
58								58
59	**Totals for dept 5881 - INTERFUND TRANSFERS**		**4,991**	**4,990**	**4,990**	**3,328**	**4,941**	59
60								60
61								61
62	**TOTAL DRAINAGE FUND EXPENDITURES**		**454,083**	**1,219,588**	**2,038,080**	**586,247**	**892,723**	62

City of Wilton Manors FY23-27 Capital Improvement Program

Drainage Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Drainage Fund	$ 57,737	$ 39,834	$ 40,630	$ 41,443	$ 42,272	*$ 221,916*
Capital Replacement Plan	160,500	-	-	-	-	*$ 160,500*
Grants	-	-	-	-	-	*$ -*
Other	-	497,597	707,346	337,149	108,041	*$ 1,650,133*
TOTAL SOURCES:	$ 218,237	$ 537,431	$ 747,976	$ 378,592	$ 150,313	*$ 2,032,549*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	160,500	-	-	-	-	*$ 160,500*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	19,450	-	-	-	-	*$ 19,450*
Infrastructure	-	497,597	707,346	337,149	108,041	*$ 1,650,133*
Capital Replacement Plan	38,287	39,834	40,630	41,443	42,272	*$ 202,466*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 218,237	$ 537,431	$ 747,976	$ 378,592	$ 150,313	*$ 2,032,549*

City of Wilton Manors FY22-26 Capital Improvement Program

Drainage Fund

Capital Replacement Plan

FUNDING SOURCES:	FY22	FY23	FY24	FY25	FY26	TOTAL
Drainage Fund	$ 38,287	$ 39,834	$ 40,630	$ 41,443	$ 42,272	*$ 202,466*
Capital Replacement Plan	160,500	37,893	-	-	-	*$ 198,393*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 198,787	$ 77,727	$ 40,630	$ 41,443	$ 42,272	*$ 400,859*

COSTS PER FISCAL YEAR:	FY22	FY23	FY24	FY25	FY26	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	160,500	37,893	-	-	-	*$ 198,393*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	38,287	39,834	40,630	41,443	42,272	*$ 202,466*
TOTAL COSTS:	$ 198,787	$ 77,727	$ 40,630	$ 41,443	$ 42,272	*$ 400,859*

City of Wilton Manors FY23-27 Capital Improvement Program

Drainage Fund

Proposed Master Plan Infrastructure

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Drainage Fund	$ -	$ -	$ -	$ -	$ -	$ -
Capital Replacement Plan	-	-	-	-	-	$ -
Debt	-	497,597	707,346	337,149	108,041	$ 1,650,133
Other	-	-	-	-	-	$ -
TOTAL SOURCES:	$ -	$ 497,597	$ 707,346	$ 337,149	$ 108,041	$ 1,650,133

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Infrastructure	-	497,597	707,346	337,149	108,041	$ 1,650,133
Other:	-	-	-	-	-	$ -
TOTAL COSTS:	$ -	$ 497,597	$ 707,346	$ 337,149	$ 108,041	$ 1,650,133

CITY OF WILTON MANORS
FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023	FY2024	FY2025	FY2026	FY2027	Total
	GOVERNMENTAL FUNDS						
	CAPITAL PROJECTS FUND						
1	**Drainage Fund - 450**						
2	CRP - Replace Utility Vacuum Vehicle, 1/2 of cost	$160,500					$160,500
3	GIS Utility Atlas Updates & Integration	$19,450					$19,450
4	Infrastructure CIP		$497,597	$707,346	$337,149	$108,041	$1,650,133
5	Contribution to Capital Replacement Plan	$38,287	$39,834	$40,630	$41,443	$42,272	$202,466
6	**Total Draianage Fund**	**$218,237**	**$537,431**	**$747,976**	**$378,592**	**$150,313**	**$2,032,549**

Department

Emergency Management/Utilities

Date Completed

	Yes	**No**
Is this a capital request?	X	

Number of Residents to be Served by this Project

12,528

Accounting String 450 ~~402~~-5332-5955.000

Provide a Detailed Description of the Project

Replace the Utility Vacuum Vehicle:
1) Purchase a new Freightliner/Vacall vacuum vehicle to replace the current 2013 International/VacCon vacuum vehicle.
2) The vehicle is a combination of a commercial truck chassis mounted with a vacuum machine equipped with large water supply and waste material tanks, including pumping equipment and accessories.

Total cost of $321,000 will be split 1/2 Water Fund and 1/2 Sewer Fund.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The current 2013 International/VacCon vacuum vehicle has been requiring multiple repairs over the last few years. While financial costs for the repairs are undesirable, the true cost is in lost production time in effecting utility work repairs and projects while the vehicle is disabled.
2) The utility vacuum vehicle is used for excavations for water, sewer and drainage projects and for cleaning sewer and stormwater systems.
3) Maintenance and repair projects are more efficiently carried out where a vacuum vehicle is needed.
4) The replacement vehicle would ensure continuity of utility operations for three EM/Utilities departments.

Explain any Recurring Operating Costs

The life-span of this utility vehicle is expected to be approximately 15 years. The vehicle will come with a multi-year manufacturer's warranties for chassis and equipment, however, regular maintenance as a matter of standard operation procedures is be anticipated. Budget figure for any future repairs cannot be anticipated at this time.

Alignment to Strategic Plan

Goal C. - Enhance Quality of Life and Livability, **Key Objective 3** - Promote the Public Health and Welfare of City Residents

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	Purchase equipment				160,500	160,500
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$160,500	$160,500
Recurring Costs						
	N/A					0
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$0	$0
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$160,500	$160,500
	Cost per Resident Served	$0	$0	$0	$13	$13

Revenue/Cost Savings Opportunities

Additional Revenues

None					-	0
						0

Cost Savings

None						0
						0
Total Revenue/Cost Savings	$0	$0	$0	$0	$0	

Net Costs (Cost MINUS Revenue/Cost Savings)	$0	$0	$0	$160,500	$160,500
FY 2022-23 Net Cost per Resident Served	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A
Internal Rate of Return N/A
Net Present Value N/A

4/4/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget **Yes** **No**

6/28/22
City Manager **Date**

Department

Emergency Management/Utilities

Date Completed

3/7/2022

	Yes	No
Is this a capital request?		X

Number of Residents to be Served by this Project

12,528

Accounting String 450-5336-5341.000

Provide a Detailed Descripton of the Project

The utilitiy depatrment's Geographic Information System (GIS) atlas update project will include:

1) Providing project and repair updates for water, wastewater and stormwater systems.
2) Reviewing current atlas data for complete component descriptions and update as needed.
3) Transitioning atlas data to online platform.
4) Implementing atlas access for mobile staff users.
5) Providing training for office and mobile staff users.
6) First annual ESRI (Environmental Systems Research Institute) online software licensing.
7) First annual GIS user licensing (2 full access, 3 limited access, 2 viewer only)

Total cost of $58,350.00 will be split 1/3 Water Fund, 1/3 Sewer Fund and 1/3 Drainage Fund.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project

1) The City's GIS mapping needs to be updated and expanded to meet increasing demands for accessing facility data and increasing efficiency for staff for implementing projects and repairs. The utility department's GIS data implementation and mapping began in 2007 and the system has not had a comprehensive update since 2013. As projects have been completed, as-built records have been maintained, but not all projects and repairs have been included in the atlas.
2) The current GIS in-house mapping will be transitioned to the online GIS platform for field staff mobility and interaction for resourcing and responding to infrastructure maintenance and repairs.
3) Staff training is necessary for operational use of the online platform.
4) Benefits include quicker response times due to available mobile data; greater accuracy with locating facilities and components; greater accuracy assessing requirements for repairs, which will identify ; providing quicker updates upon completion of repairs and infrastructure projects.
3) As the City's re-development expands, additional facilities will need to be uploaded and tracked for future maintenance issues as well.

Explain any Recurring Operating Costs

Annual licensing fee for the online GIS and annual user license fees for staff access.

Alignment to Strategic Plan

Goal D. - Cultivate Efficient and High Performing Government, **Key Objective 3** - Identify Opertional Efficiencies and Improvements for City Departmens and Programs

Cost Analysis

FY	Description	001 - Operating Fund Salaries/Benefits	001 - Operating Fund Other	300 Capital Funds	Other Funds	Totals
Non-Recurring Costs						
22-23	GIS Utlity Atlas Updates & Integration				19,450	19,450
						0
						0
						0
						0
	Total Non-Recurring Costs	$0	$0	$0	$19,450	$19,450
Recurring Costs						
	Annual Licensing				3,180	3,180
						0
						0
						0
						0
	Total Proposed Recurring Costs	$0	$0	$0	$3,180	$3,180
	Recurring Cost per Resident Served	$0	$0	$0	$0	$0
	Total Costs	$0	$0	$0	$22,630	$22,630
	Cost per Resident Served	$0	$0	$0	$2	$2

Revenue/Cost Savings Opportunities

Additional Revenues

None				-	0
					0

Cost Savings

Labor (unknown)					0
					0
Total Revenue/Cost Savings	**$0**	**$0**	**$0**	**$0**	**$0**
Net Costs (Cost MINUS Revenue/Cost Savings)	**$0**	**$0**	**$0**	**$22,630**	**$22,630**
FY 2022-23 Net Cost per Resident Served	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

Divisional Reviews Prior to Submission

Technology Needs N/A
Manager IT **Date**

Staffing Needs N/A
Director Human Resources **Date**

Approval to Submit to Finance
Department Head **Date**

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

4/4/22
Finance Director **Date**

City Manager Use Only

Add to Recommended Budget Yes ✓ No

6/30/22
City Manager **Date**

RECYCLING AND SOLID WASTE FUND

The City of Wilton Manors contracts with Waste Management for garbage and recycling collections. This program also provides At Your Door collection of household hazardous waste. This fund also provides for the promotion of recycling within the community, as well as monitoring of recycling programs for contamination and container replacement; commercial solid waste audits; and maintenance of the recycling drop-off center. This program is managed by the Emergency Management & Utilities department.

DEPARTMENTAL BUDGET SUMMARY
RECYCLING& SOLID WASTE FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ 67,219	$ 78,607	$ 100,231
Personnel Benefits	34,690	39,642	60,360
Operating Expenditures (b)	3,278,725	3,456,092	3,563,902
Capital	-	11,000	3,636
Debt Service	-	-	-
Depreciation	18,437	18,400	18,400
Interfund Transfers	157,871	128,422	98,965
TOTAL DEPARTMENT COST	$ 3,556,942	$ 3,732,163	$ 3,845,494

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Recycling, Solid Waste, & HHW Coordinator	1.00	1.00	1.00	1.00
Administrative Coordinator (a)	0.25	0.25	0.25	0.25
Office Manager (a)	0.25	0.25	0.25	0.25
Total Full Time	1.50	1.50	1.50	1.50
RECYCLING FUND TOTALS	1.50	1.50	1.50	1.50

(a) This position is allocated between the Recycling Fund, the Water Utility Fund and the Sewer Utility Fund.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

	GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**	
	Fund 151 - RECYCLING & SOLID WASTE FUND							
	Departments 5334 & 5335 - RECYCLING & SOLID WASTE OPERATIONS							
1	PERSONNEL WAGES							1
2	151-5334-5121.000	Salaries - Full Time	65,684	78,439	78,439	47,664	**96,930**	2
3	151-5334-5122.000	Curr Lia-Compensated Abs	(11)	0	0	0	**0**	3
4	151-5334-5141.000	Overtime	888	63	63	4,016	**83**	4
5	151-5334-5151.000	Cellular Phone Stipend	458	105	105	345	**618**	5
6	151-5334-5153.000	Assignment Pay	200	0	0	0	**0**	6
7	151-5334-5154.000	Duty Pay	0	0	0	0	**2,600**	7
8	PERSONNEL WAGES		67,219	78,607	78,607	52,025	**100,231**	8
9								9
10	PERSONNEL BENEFITS							10
11	151-5334-5211.000	FICA	4,886	5,835	5,835	3,599	**7,235**	11
12	151-5334-5221.000	Pension - WM	8,668	9,918	9,918	9,918	**10,883**	12
13	151-5334-5222.000	Pension - FRS	7,685	8,491	8,491	5,705	**11,499**	13
14	151-5334-5224.000	Pension - GASB 68	(12,900)	0	0	0	**0**	14
15	151-5334-5231.000	Life & Health Insurance	26,304	15,398	15,398	18,821	**30,743**	15
16	151-5334-5260.000	Other Post Employment Benefits	47	0	0	0	**0**	16
17	PERSONNEL BENEFITS		34,690	39,642	39,642	38,043	**60,360**	17
18								18
19	**Totals for dept 5334 - RECYCLING PERSONNEL**		**101,909**	**118,249**	**118,249**	**90,068**	**160,591**	19
20								20
21	OPERATING EXPENDITURES							21
22	151-5335-5311.000	Professional Services	0	0	3,313	3,313	**0**	22
23	151-5335-5312.000	Legal Services - Attorney	158	0	0	432	**4,000**	23
24	151-5335-5341.000	Contractual Services	3,061,837	3,177,740	3,177,740	1,889,209	**3,247,300**	24
25	151-5335-5401.000	Meetings & Conferences	0	1,200	1,200	0	**1,200**	25
26	151-5335-5412.000	Postage	0	100	100	0	**200**	26
27	151-5335-5431.000	Utilities	274	300	300	201	**300**	27
28	151-5335-5451.000	Insurance	1,464	3,300	3,300	3,022	**3,739**	28
29	151-5335-5462.000	Equipment Maint-Repair	2,195	2,050	2,050	382	**2,050**	29
30	151-5335-5463.000	Vehicle Maint-Repair	293	900	2,000	58	**1,400**	30
31	151-5335-5464.000	Vehicle Operation - Fuel	1,581	1,800	1,800	1,329	**2,239**	31
32	151-5335-5469.000	System Maintenance	515	0	0	0	**0**	32
33	151-5335-5471.000	Printing & Binding	4,709	1,200	1,200	0	**1,200**	33
34	151-5335-5472.000	Town Crier	13,962	38,956	38,956	7,091	**38,956**	34
35	151-5335-5491.000	City Hall Indirect Charges	190,283	192,832	192,832	128,552	**219,423**	35
36	151-5335-5521.000	Operating Supplies	188	1,600	500	43	**1,700**	36
37	151-5335-5524.000	Uniforms & Clothing	966	850	850	428	**960**	37
38	151-5335-5541.000	Subs, Memberships, Dues	300	300	300	400	**300**	38
39	151-5335-5542.000	Training/Education	0	250	250	0	**300**	39
40	151-5335-5951.000	Contingencies	0	29,401	29,401	0	**38,635**	40
41	OPERATING EXPENDITURES		3,278,725	3,452,779	3,456,092	2,034,460	**3,563,902**	41
42								42
43	CAPITAL							43
44	151-5335-5690.000	Contribution to Capital Replacement Pla	0	4,500	4,500	0	**3,636**	44
45	151-5335-5955.000	Current Year Capital Expenditures	0	0	6,500	0	**0**	45
46	CAPITAL		0	4,500	11,000	0	**3,636**	46
47								47
48	DEPRECIATION							48
49	151-5335-5990.000	Depreciation Expense	17,495	17,500	17,500	0	**17,500**	49
50	151-5335-5992.000	Depreciation Expense	942	900	900	0	**900**	50
51	DEPRECIATION		18,437	18,400	18,400	0	**18,400**	51
52								52
53	**Totals for dept 5335 - RECYCLING& SOLID WASTE OPERATIONS**		**3,297,162**	**3,475,679**	**3,485,492**	**2,034,460**	**3,585,938**	53
54								54
55	**Dept 5881 - INTERFUND TRANSFERS**							55
56	TRANSFERS OUT							56
57	151-5881-5911.000	Operating Transfers Out	157,871	128,422	128,422	85,616	**98,965**	57
58	TRANSFERS OUT		157,871	128,422	128,422	85,616	**98,965**	58
59								59
60	**Totals for dept 5881 - INTERFUND TRANSFERS**		**157,871**	**128,422**	**128,422**	**85,616**	**98,965**	60
61								61
62	**TOTAL RECYCLING & SOLID WASTE FUND EXPENDITURES**		**3,556,942**	**3,722,350**	**3,732,163**	**2,210,144**	**3,845,494**	62

City of Wilton Manors FY23-27 Capital Improvement Program

Recycling Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Recycling Fund	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*
Capital Replacement Plan						*$ -*
Grants						*$ -*
Other						*$ -*
TOTAL SOURCES:	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:						*$ -*
Vehicles:						*$ -*
Plans, Studies, Engineering & Architecture:						*$ -*
Computers & Technology:						*$ -*
Infrastructure						*$ -*
Capital Replacement Plan	3,636	3,709	3,783	3,859	3,936	*$ 18,923*
Other:						*$ -*
TOTAL COSTS:	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*

City of Wilton Manors FY23-27 Capital Improvement Program

Recycling Fund

Capital Replacement Plan

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Recycling Fund	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*
Capital Replacement Plan	-	-	-	-	-	*$ -*
						$ -
TOTAL SOURCES:	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	3,636	3,709	3,783	3,859	3,936	*$ 18,923*
TOTAL COSTS:	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*

PARKING FUND

The City is committed to increasing the amount of parking available to citizens patronizing the businesses in the Arts & Entertainment District along Wilton Drive.

In 2007, the City installed parking paystations at Richardson and Hagen Park parking lots and began to charge for parking during peak evening hours. In 2010 the City's parking program was expanded to include on-street meters along Wilton Drive and connecting side streets. Hours for paid parking at these meters were also expanded.

In May, 2014, the City opened a new 42-space parking lot on the corner of NE 8th Terrace and NE 26th Street as part of its commitment to increase parking to serve the north end of Wilton Drive. In May, 2018 a 23-space parking lot was opened on the corner of NE 23rd Drive and NE 11th Avenue to serve the north end of Wilton Drive. An additional 5 spaces were also added at Jaycee Park adjacent to Wilton Drive at NE 21st Court.

In 2019, the City's "downtown" thoroughfare, Wilton Drive, underwent an extensive renovation under the Complete Streets concept. "The Drive" was converted from a four-lane thoroughfare to a pedestrian friendly two-lane street with bike lanes, wider sidewalks, and landscaping. The renovation of Wilton Drive also added additional on-street parking.

Since FY13, parking revenues and expenditures have been accounted for in the Parking Fund. Revenue for this enterprise fund is generated through user fees from parking meter and permit payment, as well as fines and forfeitures from parking citations. Fees and fines for parking were suspended during the COVID-19 pandemic. The parking program reopened November 1, 2020.

Management of the City's parking program is contracted out to a commercial vendor. The City's Finance Director acts as Parking Contract Administrator.

In late FY 2021-22, the City introduced a first mile/last mile shuttle program. Utilizing fully electric vehicle, the program provides point-to-point, on demand service anywhere within the City limits.

DEPARTMENTAL BUDGET SUMMARY
PARKING FUND

Type of Budgeted Expenditure	FY20-21 Actual Expenditures	FY21-22 Amended Budget	FY22-23 Recommended Budget
Personnel Wages	$ 7,337	$ 6,870	$ 7,385
Personnel Benefits	2,130	3,900	4,265
Operating Expenditures	505,394	763,395	927,512
Capital	-	30,000	20,238
Debt Service	14,401	706,785	92,305
Depreciation	43,039	44,000	44,000
Interfund Transfers	9,061	9,064	8,975
TOTAL DEPARTMENT COST	$ 581,362	$ 1,564,014	$ 1,104,680

PERSONNEL POSITIONS	Fiscal Year 21-22		Fiscal Year 22-23	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
Finance Director (a)	0.05	0.05	0.05	0.05
Total Full Time	0.05	0.05	0.05	0.05
Temporary, Part Time Shuttle Driver	0.00	0.00	0.00	0.00
Total Part Time	0.00	0.00	0.00	0.00
WATER AND SEWER UTILITIES FUND TOTALS	0.05	0.05	0.05	0.05

(a) Payroll costs are allocated between the General Fund and the Parking Fund.

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Fund 406 - PARKING FUND						
Dept 5450 - PARKING						
PERSONNEL WAGES						
406-5450-5121.000	Salaries - Full Time	6,763	6,834	6,834	4,301	**7,349**
406-5450-5122.000	Curr Lia-Compensated Abs	22	0	0	0	**0**
406-5450-5151.000	Cell Phone Stipend	552	36	36	21	**36**
PERSONNEL WAGES		7,337	6,870	6,870	4,322	**7,385**
PERSONNEL BENEFITS						
406-5450-5211.000	FICA	542	515	515	375	**554**
406-5450-5211.005	FICA PART-TIME	0	0	0	0	**0**
406-5450-5221.000	Pension - WM	880	864	864	864	**823**
406-5450-5222.000	Pension - FRS	1,682	2,019	2,019	1,293	**2,360**
406-5450-5224.000	Pension - GASB 68	(2,019)	0	0	0	**0**
406-5450-5231.000	Life & Health Insurance	1,032	502	502	432	**528**
406-5450-5260.000	Other Post Employment Benefits	13	0	0	0	**0**
PERSONNEL BENEFITS		2,130	3,900	3,900	2,964	**4,265**
OPERATING EXPENDITURES						
406-5450-5311.000	Professional Services	0	0	0	0	**0**
406-5450-5312.000	Legal Services - City Attorney	0	0	0	0	**0**
406-5450-5341.000	Contractual Services	83,370	95,970	95,970	74,715	**340,000**
406-5450-5343.000	Contractual Services	338,208	309,298	309,298	210,532	**316,400**
406-5450-5401.000	Meetings & Conferences	0	0	0	0	**0**
406-5450-5411.000	Telephone	1,306	1,350	1,350	866	**1,350**
406-5450-5431.000	Utilities	3,495	3,000	3,000	3,301	**0**
406-5450-5431.001	Utilities - Electricity	0	0	0	0	**1,480**
406-5450-5431.002	Utilities - Water & Sewer	0	0	0	0	**1,470**
406-5450-5451.000	Insurance	488	500	500	411	**435**
406-5450-5462.000	Equipment Maint-Repair	5,150	5,000	5,000	428	**5,000**
406-5450-5463.000	Vehicle Maint-Repair	3,690	3,000	3,000	1,022	**3,000**
406-5450-5464.000	Vehicle Operation - Fuel	118	300	300	70	**322**
406-5450-5467.001	Grounds Maintnance	8,000	12,000	12,000	5,559	**12,000**
406-5450-5485.000	Ride Sharing Incentives	6,573	19,200	19,200	9,182	**19,200**
406-5450-5491.000	City Hall Indirect Charges	54,120	60,790	60,790	40,528	**46,611**
406-5450-5511.000	Office Supplies	0	500	500	0	**500**
406-5450-5521.000	Operating Supplies	876	10,000	10,000	0	**10,000**
406-5450-5541.000	Subs, Memberships, Dues	0	600	600	0	**600**
406-5450-5542.000	Training & Education	0	500	500	0	**500**
406-5450-5951.000	Contingencies	0	241,387	241,387	0	**168,644**
OPERATING EXPENDITURES		505,394	763,395	763,395	346,614	**927,512**
CAPITAL						
406-5450-5690.000	Contribution to Capital Replacement Pla	0	30,000	30,000	0	**20,238**
406-5450-5954.000	Conting - Cap/Equipment	0	0	0	0	**0**
406-5450-5955.000	Current Year Capital Expenditure	0	0	0	0	**0**
CAPITAL		0	30,000	30,000	0	**20,238**
DEBT SERVICE						
406-5450-5702.000	Debt Issuance Costs	0	0	25,361	8,646	**0**
406-5450-5711.000	Principal Payments	0	96,849	664,902	600,392	**86,168**
406-5450-5721.000	Interest Payments	14,401	16,522	16,522	23,676	**6,137**
DEBT SERVICE		14,401	113,371	706,785	632,714	**92,305**
DEPRECIATION						
406-5450-5992.000	Depreciation Expense	43,039	44,000	44,000	0	**44,000**
DEPRECIATION		43,039	44,000	44,000	0	**44,000**
Totals for dept 5450 - PARKING		**572,301**	**961,536**	**1,554,950**	**986,614**	**1,095,705**

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2022-2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 05/31/22	**2022-23 RECOMMENDED BUDGET**
Dept 5881 - INTERFUND TRANSFERS						
TRANSFERS OUT						
406-5881-5911.000	Operating Transfers Out	9,061	9,064	9,064	6,040	**8,975**
TRANSFERS OUT		9,061	9,064	9,064	6,040	**8,975**
Totals for dept 5881 - INTERFUND TRANSFERS		**9,061**	**9,064**	**9,064**	**6,040**	**8,975**
TOTAL PARKING FUND EXPENDITURES		**581,362**	**970,600**	**1,564,014**	**992,654**	**1,104,680**

City of Wilton Manors FY23-27 Capital Improvement Program

Parking Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Parking Fund	$20,238	$20,643	$21,056	$21,477	$21,906	*$ 105,320*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 20,238	$ 20,643	$ 21,056	$ 21,477	$ 21,906	*$ 105,320*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	-	-	-	-	-	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	$20,238	$20,643	$21,056	$21,477	$21,906	*$ 105,320*
Other:						*$ -*
TOTAL COSTS:	$ 20,238	$ 20,643	$ 21,056	$ 21,477	$ 21,906	*$ 105,320*

City of Wilton Manors FY23-27 Capital Improvement Program

Parking Fund

Capital Replacement Plan

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Parking Fund	$20,238	$20,643	$21,056	$21,477	$21,906	$ 105,320
Capital Replacement Plan	-	45,000	20,000	-	99,600	$ 164,600
	-	-	-	-	-	$ -
TOTAL SOURCES:	$ 20,238	$ 65,643	$ 41,056	$ 21,477	$ 121,506	$ 269,920

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	-	33,000	10,000	-	87,600	$ 130,600
Vehicles:	-	12,000	10,000	-	12,000	$ 34,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	$ -
Computers & Technology:	-	-	-	-	-	$ -
Infrastructure	-	-	-	-	-	$ -
Capital Replacement Plan	20,238	20,643	21,056	21,477	21,906	$ 105,320
TOTAL COSTS:	$ 20,238	$ 65,643	$ 41,056	$ 21,477	$ 121,506	$ 269,920

CITY OF WILTON MANORS
FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023	FY2024	FY2025	FY2026	FY2027	Total
	GOVERNMENTAL FUNDS						
	CAPITAL PROJECTS FUND						
1	**Parking Fund - 406**						
2	Contribution to Capital Replacement Plan	$20,238	$20,643	$21,056	$21,477	$21,906	$105,320
3	**Total Parking Fund**	**$20,238**	**$20,643**	**$21,056**	**$21,477**	**$21,906**	**$105,320**

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FY2023 – FY2027

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

As part of the City's continuing compliance with the comprehensive plan requirements of the State Growth Management Act, City staff has prepared the following five year capital improvement program (CIP). These budget projections represent an overview of anticipated capital expenditures in years to come and serve as a guide for the City in developing proposed programs and operations as funding sources become available. The CIP concentrates on the development of a long-range framework in which physical projects may be planned while, at the same time, implementing projects within the City's financial capabilities. Since the City's funding capability for major capital programs is severely limited, staff will continue to formulate suggestions and recommendations relative to potential funding sources.

The purpose of the Capital Improvement Program includes the development of a long-range framework in which projects are planned, evaluated, and presented in an order of sequence; the coordination of the capital related projects of the City departments to ensure equitable distributions of projects with regard to the needs of the community, the timing of related projects, and the fiscal ability of the City to undertake the projects; and the assistance of City staff and City Commission members in the determination of project requests and funding with regard to short and long-range plans; and the provision of information regarding the planned capital projects to the residents of the City of Wilton Manors.

In accordance with the City's Comprehensive Plan, capital improvements projects shall be prioritized in accordance with the estimated extent of their contribution to the following, or in order of importance:

a. Elimination of existing health and safety problems;
b. Elimination of infrastructure deficiencies which would impede the rehabilitation or redevelopment of blighted areas within the city;
c. Elimination of existing deficiencies in infrastructure;
d. Maximum cost savings with minimum budget impact, and financial feasibility in eliminating existing deficiencies;
e. Coordination with the plans of other agencies that provide public facilities within Wilton Manors;
f. Minimizing impacts on the natural environment;
g. Avoidance of projected health and safety problems;
h. Avoidance of projected deficiencies in the infrastructure; and
i. Enhancing or implementing other City plans and policies adopted in the Comprehensive Plan.

A Capital improvement is defined as a capital expenditure of $1,000 or more, resulting in the acquisition, improvement or addition to fixed assets in the form of land, building or improvements, more or less permanent in character, and durable equipment with a life expectancy of more than one (1) year.

CITY OF WILTON MANORS
FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023	FY2024	FY2025	FY2026	FY2027	Total
	GOVERNMENTAL FUNDS						
	CAPITAL PROJECTS FUND						
	City Manager's Office - 5112						
1	Wilton Drive Phase 3	$50,000	$50,000	$25,000			$125,000
2	Grant Matching Funds	$75,000					$75,000
3							
4	**Total City Manager's Office**	**$125,000**	**$50,000**	**$25,000**	**$0**	**$0**	**$200,000**
5							
6	**Human Resources - 5115**						
7	D10 System for HR Conference Room	$6,000					$6,000
8							
9	**Total Human Resources**	**$6,000**	**$0**	**$0**	**$0**	**$0**	**$6,000**
10							
11	**Information Technology - 5117**						
12	CRP - PC / Laptop Replacement Plan	$60,620					$60,620
13	PD and LS Printers	$5,000					$5,000
14	Meraki Switchers - Library & Hagen Switches	$10,994					$10,994
15	Aruba Switches	$69,000					$69,000
16	Telecommunications recommendations	$100,000					$100,000
17	IT Master Plan recommendations	$50,000					$50,000
18	Cloud backup storage	$8,000					$8,000
19	Visio	$23,000					$23,000
20	Fingerprint equipment and software	$9,265	$1,144	$1,144			$11,553
21	Mickel Park Camera System	$18,525					$18,525
22							
23	**Total Information Technology**	**$354,404**	**$1,144**	**$1,144**	**$0**	**$0**	**$356,692**
24							
25	**Police Department - 5222**						
26	CRP - Two (2) unmarked detective vehicles	$80,000					$80,000
27	CRP - Four (4) marked hybrid police vehicles	$221,000					$221,000
28	CRP - Five (5) additional handheld laser untis	$10,500					$10,500
29	In-car cameras, year 4 of 5	$36,492	$36,492	$38,457	$40,380	$42,399	$194,220
30	Tasers, year 5 of 5	$6,720	$7,056	$7,409	$7,779	$8,168	$37,132
31	Briefing Room Upgrade	$7,500					$7,500
32	Fifteen (15) short barrel rifles & twenty-two rifle slings	$20,500					$20,500
33	One (1) Ford Ranger for Code Enforcement		$43,000				$43,000
34	LPR cameras		$75,000	$75,000	$75,000	$75,000	$300,000
35	EDIC K-9		$45,000				$45,000
36	Vacation rental identification service		$31,000	$31,000	$31,000	$31,000	$124,000
37	Three (3) vehicle wraps		$9,000				$9,000
38	License & storage for body worn cameras		$46,812	$46,812	$46,812	$46,812	$187,248
39							
40	**Total Police Department**	**$382,712**	**$293,360**	**$198,678**	**$200,971**	**$203,379**	**$1,279,100**
41							
42	**Community Development Services - 5224**						
43	Cross-cut shredder	$1,750					$1,750
44	Seven (7) filing cabinets	$3,500					$3,500
45							
46	**Total Community Development Services**	**$5,250**	**$0**	**$0**	**$0**	**$0**	**$5,250**
47							
48	**Public Services - 5440**						
49	CRP - Two (2) replacement message boards	$36,000					$36,000
50	Replace traffic counter	$5,000					$5,000
51							
52	**Total Public Services**	**$41,000**	**$0**	**$0**	**$0**	**$0**	**$41,000**
53							

CITY OF WILTON MANORS
FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023	FY2024	FY2025	FY2026	FY2027	Total
54	**Library - 5771**						
55	Resurface and restripe Library parking lot	$10,000					$10,000
56	Library Books	$35,000	$35,000	$35,000	$40,000	$40,000	$185,000
57	External lighting in front of the existing library building	$7,000					$7,000
58	Replace internal door with an automatic door	$5,000					$5,000
59	RFID Security System		$20,000	$2,750	$2,750	$2,750	$28,250
60							
61	**Total Library**	**$57,000**	**$55,000**	**$37,750**	**$42,750**	**$42,750**	**$235,250**
62							
63	**Parks & Facilities - 5779**						
64	CRP - Replace 2008 Ford F250	$35,000					$35,000
65	CRP - Replace one 15 passenger van	$30,000					$30,000
66	CRP - Repair & Replace Fitness Equipment	$6,000					$6,000
67	Roofing Repairs	$100,000					$100,000
68	ICPP Basketball Resurfacing	$20,000					$20,000
69	Hagen Tennis Resurfacing	$35,000					$35,000
70	Hagen Interior Painting	$20,000					$20,000
71	Cultural Center Flooring Replacement	$15,000					$15,000
72	Mickel Sewer Line	$10,000					$10,000
73	Mickel Pavillion Repairs	$10,000					$10,000
74	Park and Waterway Signage	$10,000					$10,000
75	Hagen Carpeting	$20,000					$20,000
76	City Boat Ramp Repairs - Snook Creek and Colohatchee	$35,000					$35,000
77	ICPP Floor Replacement	$45,000					$45,000
78	Mickel Sink & Vanity Replacement	$5,000					$5,000
79	Cultural Center Improvements	$30,000					$30,000
80	Richardson Carriage Bar Replacement	$15,000					$15,000
81	City Hall / Hagen Parking Lot Resurfacing & Stripint	$25,000					$25,000
82	LED Lighting for City Hall	$60,000					$60,000
83	City Hall Ladder	$6,000					$6,000
84	Generator - Additional Funding	$50,000					$50,000
85	50-Year Inspection Municipal Complex	$20,000					$20,000
86	Hagen Amenities	$100,000					$100,000
87	Jon Boat	$15,000					$15,000
88	Colohatchee K-9 Grass Large & Small Dog Area		$130,000				$130,000
89	Richardson Lighting		$10,000				$10,000
90	ICPP/811 Access		$12,000				$12,000
91	Transfer Switches at Library and Mickel		$30,000				$30,000
92	811/ICPP K-9 Grass		$60,000				$60,000
93	CDBG Lighting for Pickleball		$10,000				$10,000
94	Hagen Park Energy Efficient Lighting		$300,000				$300,000
95	Park System & Site Master Plan Hagen & Colohatchee Parks		$31,000				$31,000
96	Bus Shelter Painting		$27,500				$27,500
97	Carriage House Renovations			$350,000			$350,000
98	Colohatchee Boat Ramp Expansion		$650,000				$650,000
99	Colohatchee Park Expansion / Access		$900,000				$900,000
100	Hagen Park Expansion		$2,400,000	$800,000	$865,000	$125,000	$4,190,000
101	Hagen Park Lobby & Office Flooring		$25,000				$25,000
102	HVAC Replacements		$20,000	$20,000	$20,000	$20,000	$80,000
103	ICPP Playground & Surfacing Replacement		$150,000				$150,000
104	Library Land Acquisition		$350,000	$650,000			$1,000,000
105	Mickel Land Acquisition		$1,000,000				$1,000,000
106							
107	**Total Parks & Facilities**	**$717,000**	**$6,105,500**	**$1,820,000**	**$885,000**	**$145,000**	**$9,672,500**
108	**Total Leisure Services**	**$774,000**	**$6,160,500**	**$1,857,750**	**$927,750**	**$187,750**	**$9,907,750**
109	**Contribution to Capital Replacement Plan**	**$463,475**	**$472,475**	**$482,199**	**$491,843**	**$501,680**	**$2,411,672**
110	**Total Capital Improvement Fund**	**$2,151,841**	**$6,977,479**	**$2,564,771**	**$1,620,564**	**$892,809**	**$14,207,464**
111							

CITY OF WILTON MANORS
FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2023	FY2024	FY2025	FY2026	FY2027	Total
112	**Fire Fund - 155**						
113	Perimter fencing around Fire Station 16		$50,000				$50,000
114	Resurfacing parking lot at Fire Station 16			$25,000	$25,000		$50,000
115	Contribution to Capital Replacement Plan	$14,325	$14,612	$14,904	$15,202	$15,506	$74,549
116	**Total Fire Fund**	**$14,325**	**$64,612**	**$39,904**	**$40,202**	**$15,506**	**$174,549**
117							
118	**Road Improvement Fund - 163**						
119	Contribution to Capital Replacement Plan	$16,198	$16,522	$16,852	$17,189	$17,533	$84,294
120	**Total Road Fund**	**$16,198**	**$16,522**	**$16,852**	**$17,189**	**$17,533**	**$84,294**
121							
122							
123	**Total Governmental Funds**	**$2,182,364**	**$7,058,613**	**$2,621,527**	**$1,677,955**	**$925,848**	**$14,466,307**
124							
125	**ENTERPRISE FUNDS**						
126							
127	**Recycling & Solid Waste Fund - 151**						
128	Contribution to Capital Replacement Plan	$3,636	$3,709	$3,783	$3,859	$3,936	$18,923
129	**Total Recycling and Solid Waste Fund**	**$3,636**	**$3,709**	**$3,783**	**$3,859**	**$3,936**	**$18,923**
130							
131	**Water Utility Fund - 401**						
132	CRP - Replace Utility Vacuum Vehicle, 1/2 of cost	$160,500					$160,500
133	NW 30 Court Service Line Replacments	$661,615					$661,615
134	Relocate a portion of water main on N Andrews Ave at NE 26th ST	$60,000					$60,000
135	Repairs for the Municipal Complex	$62,500					$62,500
136	Wilton Manors West Phase 1 - Water Main Replacements	$1,900,030					$1,900,030
137	GIS Utility Atlas Updates & Integration	$19,450					$19,450
138	Infrastructure CIP		$1,900,030	$1,305,390	$318,900	$2,621,250	$6,145,570
139	Contribution to Capital Replacement Plan	$64,835	$66,132	$67,455	$68,804	$70,180	$337,406
140	**Total Water Utility Fund**	**$2,928,930**	**$1,966,162**	**$1,372,845**	**$387,704**	**$2,691,430**	**$9,347,071**
141							
142	**Sewer Utility Fund - 402**						
143	Lift Station #1 Replacement - 3049 NW 9 Avenue	$738,110					$738,110
144	Lift Station #4 Replacement - 2400 NW 9 Terrace	$653,110					$653,110
145	Lift Station No. 7 Rehabilitation - 3001 NE 3 Avenue	$738,110					$738,110
146	Repairs for the Municipal Complex	$62,500					$62,500
147	GIS Utility Atlas Updates & Integration	$19,450					$19,450
148	Infrastructure CIP		$3,315,565	$2,005,930	$2,067,110	$2,518,410	$9,907,015
149	Contribution to Capital Replacement Plan	$64,835	$66,131	$67,454	$68,803	$70,179	$337,402
150	**Total Sewer Utility Fund**	**$2,276,115**	**$3,381,696**	**$2,073,384**	**$2,135,913**	**$2,588,589**	**$12,455,697**
151							
152	**Parking Fund - 406**						
153	Contribution to Capital Replacement Plan	$20,238	$20,643	$21,056	$21,477	$21,906	$105,320
154	**Total Parking Fund**	**$20,238**	**$20,643**	**$21,056**	**$21,477**	**$21,906**	**$105,320**
155							
156	**Drainage Fund - 450**						
157	CRP - Replace Utility Vacuum Vehicle, 1/2 of cost	$160,500					$160,500
158	GIS Utility Atlas Updates & Integration	$19,450					$19,450
159	Infrastructure CIP		$497,597	$707,346	$337,149	$108,041	$1,650,133
160	Contribution to Capital Replacement Plan	$38,287	$39,834	$40,630	$41,443	$42,272	$202,466
161	**Total Draianage Fund**	**$218,237**	**$537,431**	**$747,976**	**$378,592**	**$150,313**	**$2,032,549**
162							
163	**Total Enterprise Funds**	**$5,447,156**	**$5,909,641**	**$4,219,044**	**$2,927,545**	**$5,456,174**	**$23,959,560**
164							
165	**GRAND TOTALS**	**$7,629,520**	**$12,968,254**	**$6,840,571**	**$4,605,500**	**$6,382,022**	**$38,425,867**

Capital Improvement Program
2022-2023 Major Capital Projects

	Amount
Vehicles, Equipment & Technology	
CRP - PC / Laptop Replacement Plan	$ 60,620
Meraki Switches - Library & Hagen Switches	10,994
Aruba Switches	69,000
Telecommunications recommendations	100,000
IT Master Plan recommendations	50,000
Visio	23,000
Mickel Park Camera System	18,525
CRP - Two (2) unmarked detective vehicles	80,000
CRP - Four (4) marked hybrid police vehicles	221,000
CRP - Five (5) additional handheld laser units	10,500
In-car cameras, year 4 of 5	36,492
Fifteen (15) short barrel rifles & twenty-two rifle slings	20,500
CRP - Two (2) replacement message boards	36,000
CRP - Replace 2008 Ford F250	35,000
CRP - Replace one 15 passenger van	30,000
Jon Boat	15,000
CRP - Replace Utility Vacuum Vehicle, full cost	321,000
GIS Utility Atlas Updates & Integration	58,350
Generator	50,000
Total Vehicles, Equipment & Technology	**1,245,981**
Facility Repairs/Improvements	
Resurface and restripe Library parking lot	10,000
Roofing Repairs	100,000
ICPP Basketball Resurfacing	20,000
Hagen Tennis Resurfacing	35,000
Hagen Interior Painting	20,000
Cultural Center Flooring Replacement	15,000
Mickel Sewer Line	10,000
Mickel Pavilion Repairs	10,000
Park and Waterway Signage	10,000
Hagen Carpeting	20,000
City Boat Ramp Repairs - Snook Creek and Colohatchee	35,000
ICPP Floor Replacement	45,000
Cultural Center Improvements	30,000
Richardson Carriage Bar Replacement	15,000
City Hall / Hagen Parking Lot Resurfacing & Striping	25,000
LED Lighting for City Hall	60,000
Municipal Complex Repairs, full cost	145,000
Hagen Amenities	100,000
Facility Repairs/Improvements	**705,000**

Capital Improvement Program
2022-2023 Major Capital Projects

	Amount
Utility System Repairs/Improvements	
NW 30 Court Service Line Replacements	661,615
Relocate a portion of water main on N Andrews Ave at NE 26th ST	60,000
Wilton Manors West Phase 1 - Water Main Replacements	1,900,030
Lift Station #1 Replacement - 3049 NW 9 Avenue	738,110
Lift Station #4 Replacement - 2400 NW 9 Terrace	653,110
Lift Station No. 7 Rehabilitation - 3001 NE 3 Avenue	738,110
Utility System Repairs/Improvements	**4,750,975**
Others	
Wilton Drive Phase 3	50,000
Grant Matching Funds	75,000
Library Books	35,000
Others	**160,000**
Total Major Projects	**$ 6,861,956**

City of Wilton Manors FY23-27 Capital Improvement Program

Citywide Summary

All Funds

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Individual Fund Resources	$ 6,829,400	$ 12,968,254	$ 6,840,571	$ 4,605,500	$ 6,382,022	*$ 37,625,747*
Capital Replacement Plan	800,120	-	-	-	-	*$ 800,120*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 7,629,520	$ 12,968,254	$ 6,840,571	$ 4,605,500	$ 6,382,022	*$ 38,425,867*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ 126,462	$ 335,360	$ 170,428	$ 172,721	$ 175,129	*$ 980,100*
Vehicles:	702,000	43,000	-	-	-	*$ 745,000*
Plans, Studies, Engineering & Architecture:	131,000	81,000	25,000	-	-	*$ 237,000*
Computers & Technology:	412,754	1,144	1,144	-	-	*$ 415,042*
Infrastructure	5,536,475	7,937,692	5,213,666	3,633,159	5,392,701	*$ 27,713,693*
Capital Replacement Plan	685,829	700,058	714,333	728,620	743,192	*$ 3,572,032*
Other:	35,000	3,870,000	716,000	71,000	71,000	*$ 4,763,000*
TOTAL COSTS:	$ 7,629,520	$ 12,968,254	$ 6,840,571	$ 4,605,500	$ 6,382,022	*$ 38,425,867*

City of Wilton Manors FY23-27 Capital Improvement Program

Capital Improvements Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Capital Improvements Fund	$ 1,672,721	$ 6,977,479	$ 2,564,771	$ 1,620,564	$ 892,809	*$ 13,728,344*
Capital Replacement Plan	479,120	-	-	-	-	*$ 479,120*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 2,151,841	$ 6,977,479	$ 2,564,771	$ 1,620,564	*$ 892,809*	*$ 14,207,464*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ 126,462	$ 335,360	$ 170,428	$ 172,721	$ 175,129	*$ 980,100*
Vehicles:	381,000	43,000	-	-	-	*$ 424,000*
Plans, Studies, Engineering & Architecture:	131,000	81,000	25,000	-	-	*$ 237,000*
Computers & Technology:	354,404	1,144	1,144	-	-	*$ 356,692*
Infrastructure	660,500	2,174,500	1,170,000	885,000	145,000	*$ 5,035,000*
Capital Replacement Plan	463,475	472,475	482,199	491,843	501,680	*$ 2,411,672*
Other:	35,000	3,870,000	716,000	71,000	71,000	*$ 4,763,000*
TOTAL COSTS:	$ 2,151,841	$ 6,977,479	$ 2,564,771	$ 1,620,564	$ 892,809	*$ 14,207,464*

City of Wilton Manors FY23-27 Capital Improvement Program

Fire Assessment Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Fire Assessment Fund	$ 14,325	$ 64,612	$ 39,904	$ 40,202	$ 15,506	*$ 174,549*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 14,325	$ 64,612	$ 39,904	$ 40,202	$ 15,506	*$ 174,549*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	50,000	25,000	25,000	-	*$ 100,000*
Capital Replacement Plan	14,325	14,612	14,904	15,202	15,506	*$ 74,549*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 14,325	$ 64,612	$ 39,904	$ 40,202	$ 15,506	*$ 174,549*

City of Wilton Manors FY23-27 Capital Improvement Program

Road Improvement Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Road Improvement Fund	$ 16,198	$ 16,522	$ 16,852	$ 17,189	$ 17,533	*$ 84,294*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 16,198	$ 16,522	$ 16,852	$ 17,189	$ 17,533	*$ 84,294*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	16,198	16,522	16,852	17,189	17,533	*$ 84,294*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 16,198	$ 16,522	$ 16,852	$ 17,189	$ 17,533	*$ 84,294*

City of Wilton Manors FY23-27 Capital Improvement Program

Water Utility Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Water Utility Fund	$ 2,768,430	$ 1,966,162	$ 1,372,845	$ 387,704	$ 2,691,430	*$ 9,186,571*
Capital Replacement Plan	160,500	-	-	-	-	*$ 160,500*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 2,928,930	$ 1,966,162	$ 1,372,845	$ 387,704	$ 2,691,430	*$ 9,347,071*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	160,500	-	-	-	-	*$ 160,500*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	19,450	-	-	-	-	*$ 19,450*
Infrastructure	2,684,145	1,900,030	1,305,390	318,900	2,621,250	*$ 8,829,715*
Capital Replacement Plan	64,835	66,132	67,455	68,804	70,180	*$ 337,406*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 2,928,930	$ 1,966,162	$ 1,372,845	$ 387,704	$ 2,691,430	*$ 9,347,071*

City of Wilton Manors FY23-27 Capital Improvement Program

Sewer Utility Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Sewer Utility Fund	$ 2,276,115	$ 3,381,696	$ 2,073,384	$ 2,135,913	$ 2,588,589	*$ 12,455,697*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 2,276,115	$ 3,381,696	$ 2,073,384	$ 2,135,913	$ 2,588,589	*$ 12,455,697*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	19,450	-	-	-	-	*$ 19,450*
Infrastructure	2,191,830	3,315,565	2,005,930	2,067,110	2,518,410	*$ 12,098,845*
Capital Replacement Plan	64,835	66,131	67,454	68,803	70,179	*$ 337,402*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 2,276,115	$ 3,381,696	$ 2,073,384	$ 2,135,913	$ 2,588,589	*$ 12,455,697*

City of Wilton Manors FY23-27 Capital Improvement Program

Recycling Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Recycling Fund	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	3,636	3,709	3,783	3,859	3,936	*$ 18,923*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 3,636	$ 3,709	$ 3,783	$ 3,859	$ 3,936	*$ 18,923*

City of Wilton Manors FY23-27 Capital Improvement Program

Drainage Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Drainage Fund	$ 57,737	$ 537,431	$ 747,976	$ 378,592	$ 150,313	*$ 1,872,049*
Capital Replacement Plan	160,500	-	-	-	-	*$ 160,500*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 218,237	$ 537,431	$ 747,976	$ 378,592	$ 150,313	*$ 2,032,549*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	160,500	-	-	-	-	*$ 160,500*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	19,450	-	-	-	-	*$ 19,450*
Infrastructure	-	497,597	707,346	337,149	108,041	*$ 1,650,133*
Capital Replacement Plan	38,287	39,834	40,630	41,443	42,272	*$ 202,466*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 218,237	$ 537,431	$ 747,976	$ 378,592	$ 150,313	*$ 2,032,549*

City of Wilton Manors FY23-27 Capital Improvement Program

Parking Fund

Fund Summary

FUNDING SOURCES:	FY23	FY24	FY25	FY26	FY27	TOTAL
Parking Fund	$ 20,238	$ 20,643	$ 21,056	$ 21,477	$ 21,906	*$ 105,320*
Capital Replacement Plan	-	-	-	-	-	*$ -*
Grants	-	-	-	-	-	*$ -*
Other	-	-	-	-	-	*$ -*
TOTAL SOURCES:	$ 20,238	$ 20,643	$ 21,056	$ 21,477	$ 21,906	*$ 105,320*

COSTS PER FISCAL YEAR:	FY23	FY24	FY25	FY26	FY27	TOTAL
Equipment/Furnishings:	$ -	$ -	$ -	$ -	$ -	*$ -*
Vehicles:	-	-	-	-	-	*$ -*
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	*$ -*
Computers & Technology:	-	-	-	-	-	*$ -*
Infrastructure	-	-	-	-	-	*$ -*
Capital Replacement Plan	20,238	20,643	21,056	21,477	21,906	*$ 105,320*
Other:	-	-	-	-	-	*$ -*
TOTAL COSTS:	$ 20,238	$ 20,643	$ 21,056	$ 21,477	$ 21,906	*$ 105,320*

City of Wilton Manors
FY 2023-27 Capital Replacement Plan

Summary Of Funding Needs For All Funds:			Total Current Replace-ment Cost	Annual Replace-ment Share	9/30/21 Committed Fund Balance or Restricted Net Assets	Added in FY22	Estimated Amount Used in FY22	FY22 Year-End Committed Fund Balance or Restricted Net Assets	Average # of Years for Replace-ment	FY23 Contribu-tion Require-ment	FY23 Withdrawal From Capital Replace-ment Plan	Estimated FY23 Year-End Committed Fund Balance
300	Capital Imp Fund:	300	3,832,111	463,475	731,009	100,000	191,993	639,016	8	463,475	(479,120)	623,371
151	Recycling Fund:	151	40,000	3,636	19,500	4,500	-	24,000	11	3,636	-	27,636
155	Fire Fund:	155	232,500	14,325	(23,500)	17,500	25,000	(31,000)	16	14,325	-	(16,675)
163	Road Fund:	163	118,000	16,198	76,500	14,000	-	90,500	7	16,198	-	106,698
401 & 402	W&S Utilities Fund:	401	1,567,042	84,986	734,531	190,000	-	924,531	18	129,670	(160,500)	893,701
406	Parking Fund:	406	589,018	44,684	114,200	30,000	-	144,200	13	20,238	-	164,438
450	Drainage Fund:	450	489,628	38,287	305,524	35,000	-	340,524	13	38,287	(160,500)	218,311
			6,868,299	**665,591**		**391,000**	**216,993**	**2,131,771**	10	**685,829**	**(800,120)**	**2,017,480**

City of Wilton Manors
Capital Replacement Plan

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
300	Capital Imp Fund:			Calculated Annual Replacement Share:			463,475			Required Annual Replacement Share:		463,475
	Beginning Balance:	639,016	623,371	301,092	333,052	1,051	(35,274)	(49,602)	90,388	453,349	971,136	1,485,382
	Annual Contribution:	463,475	472,745	482,199	491,843	501,680	511,714	521,948	532,387	543,035	553,896	564,973
	Annual Purchases:	479,120	795,024	450,239	823,844	538,006	526,041	381,958	169,427	25,247	39,650	-
	Year-End Balance:	623,371	301,092	333,052	1,051	(35,274)	(49,602)	90,388	453,349	971,136	1,485,382	2,050,355
				Minimum Year-End Balance:			(49,602)			Maximum Year-End Balance:		2,050,355

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
151	Recycling Fund:			Calculated Annual Replacement Share:			3,636			Required Annual Replacement Share:		3,636
	Beginning Balance:	**24,000**	27,636	31,345	35,128	38,986	42,922	46,936	11,031	15,208	19,468	23,813
	Annual Contribution:	3,636	3,709	3,783	3,859	3,936	4,014	4,095	4,177	4,260	4,345	4,432
	Annual Purchases:	-	-	-	-	-	-	**40,000**	-	-	-	-
	Year-End Balance:	27,636	31,345	35,128	38,986	42,922	46,936	11,031	15,208	19,468	23,813	28,245
				Minimum Year-End Balance:			11,031			Maximum Year-End Balance:		46,936

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
155	Fire Fund:			Calculated Annual Replacement Share:			14,325			Required Annual Replacement Share:		14,325
	Beginning Balance:	**(31,000)**	(16,675)	(2,064)	12,840	28,042	43,548	21,864	37,996	54,451	71,235	88,355
	Annual Contribution:	14,325	14,612	14,904	15,202	15,506	15,816	16,132	16,455	16,784	17,120	17,462
	Annual Purchases:	-	-	-	-	-	**37,500**	-	-	-	-	-
	Year-End Balance:	(16,675)	(2,064)	12,840	28,042	43,548	21,864	37,996	54,451	71,235	88,355	105,817
				Minimum Year-End Balance:			(16,675)			Maximum Year-End Balance:		105,817

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
163	Road Fund:			Calculated Annual Replacement Share:			16,198			Required Annual Replacement Share:		16,198
	Beginning Balance:	**90,500**	106,698	15,220	32,072	49,262	66,795	84,679	102,921	111,527	130,505	149,864
	Annual Contribution:	16,198	16,522	16,852	17,189	17,533	17,884	18,242	18,606	18,979	19,358	19,745
	Annual Purchases:	-	108,000	-	-	-	-	-	10,000	-	-	-
	Year-End Balance:	106,698	15,220	32,072	49,262	66,795	84,679	102,921	111,527	130,505	149,864	169,609
				Minimum Year-End Balance:			15,220			Maximum Year-End Balance:		169,609

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
401 & 402	W&S Utilities Fund:			Calculated Annual Replacement Share:			84,986			Required Annual Replacement Share:		129,670
	Beginning Balance:	**924,531**	893,701	902,128	1,037,037	1,124,644	1,265,003	1,329,945	1,435,975	1,517,925	1,669,854	1,824,821
	Annual Contribution:	129,670	132,263	134,909	137,607	140,359	143,166	146,029	148,950	151,929	154,968	158,067
	Annual Purchases:	160,500	123,836	-	50,000	-	78,224	40,000	67,000	-	-	-
	Year-End Balance:	893,701	902,128	1,037,037	1,124,644	1,265,003	1,329,945	1,435,975	1,517,925	1,669,854	1,824,821	1,982,888
				Minimum Year-End Balance:			893,701			Maximum Year-End Balance:		1,982,888

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
406	Parking Fund:			Calculated Annual Replacement Share:			44,684			Required Annual Replacement Share:		20,238
	Beginning Balance:	**144,200**	164,438	140,081	141,136	162,613	84,919	107,264	107,055	130,302	154,014	178,200
	Annual Contribution:	20,238	20,643	21,056	21,477	21,906	22,344	22,791	23,247	23,712	24,186	24,670
	Annual Purchases:	-	45,000	20,000	-	99,600	-	23,000	-	-	-	-
	Year-End Balance:	164,438	140,081	141,136	162,613	84,919	107,264	107,055	130,302	154,014	178,200	202,870
				Minimum Year-End Balance:			84,919			Maximum Year-End Balance:		202,870

		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
450	Drainage Fund:			Calculated Annual Replacement Share:			44,684				Required Annu	35,000
	Beginning Balance:	**340,524**	218,311	219,471	259,305	299,935	341,378	366,150	409,267	453,247	498,106	543,863
	Annual Contribution:	38,287	39,053	39,834	40,630	41,443	42,272	43,117	43,980	44,859	45,757	46,672
	Annual Purchases:	160,500	37,893	-	-	-	17,500	-	-	-	-	-
	Year-End Balance:	218,311	219,471	259,305	299,935	341,378	366,150	409,267	453,247	498,106	543,863	590,535
				Minimum Year-End Balance:			218,311			Maximum Year-End Balance:		590,535

Total Citywide Contributions:		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
300	Capital Imp Fund:	463,475	472,745	482,199	491,843	501,680	511,714	521,948	532,387	543,035	553,896	564,973
151	Recycling Fund:	3,636	3,709	3,783	3,859	3,936	4,014	4,095	4,177	4,260	4,345	4,432
155	Fire Fund:	14,325	14,612	14,904	15,202	15,506	15,816	16,132	16,455	16,784	17,120	17,462
163	Road Fund:	16,198	16,522	16,852	17,189	17,533	17,884	18,242	18,606	18,979	19,358	19,745
401	W&S Utilities Fund:	129,670	132,263	134,909	137,607	140,359	143,166	146,029	148,950	151,929	154,968	158,067
406	Parking Fund:	20,238	20,643	21,056	21,477	21,906	22,344	22,791	23,247	23,712	24,186	24,670
450	Drainage Fund:	38,287	39,053	39,834	40,630	41,443	42,272	43,117	43,980	44,859	45,757	46,672
	Total:	685,829	699,546	713,536	727,807	742,363	757,211	772,355	787,802	803,558	819,629	836,022

Total Citywide Purchases:		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
300	Capital Imp Fund:	479,120	795,024	450,239	823,844	538,006	526,041	381,958	169,427	25,247	39,650	-
151	Recycling Fund:	-	-	-	-	-	-	40,000	-	-	-	-
155	Fire Fund:	-	-	-	-	-	37,500	-	-	-	-	-
163	Road Fund:	-	108,000	-	-	-	-	-	10,000	-	-	-
401	W&S Utilities Fund:	160,500	123,836	-	50,000	-	78,224	40,000	67,000	-	-	-
406	Parking Fund:	-	45,000	20,000	-	99,600	-	23,000	-	-	-	-
450	Drainage Fund:	160,500	37,893	-	-	-	17,500	-	-	-	-	-
	Total:	800,120	1,109,753	470,239	873,844	637,606	659,265	484,958	246,427	25,247	39,650	-

Total Citywide Year-End Reserve Balances:		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
300	Capital Imp Fund:	623,371	301,092	333,052	1,051	(35,274)	(49,602)	90,388	453,349	971,136	1,485,382	2,050,355
151	Recycling Fund:	27,636	31,345	35,128	38,986	42,922	46,936	11,031	15,208	19,468	23,813	28,245
155	Fire Fund:	(16,675)	(2,064)	12,840	28,042	43,548	21,864	37,996	54,451	71,235	88,355	105,817
163	Road Fund:	106,698	15,220	32,072	49,262	66,795	84,679	102,921	111,527	130,505	149,864	169,609
401	W&S Utilities Fund:	893,701	902,128	1,037,037	1,124,644	1,265,003	1,329,945	1,435,975	1,517,925	1,669,854	1,824,821	1,982,888
406	Parking Fund:	164,438	140,081	141,136	162,613	84,919	107,264	107,055	130,302	154,014	178,200	202,870
450	Drainage Fund:	218,311	219,471	259,305	299,935	341,378	366,150	409,267	453,247	498,106	543,863	590,535
	Total:	2,017,480	1,607,273	1,850,570	1,704,533	1,809,291	1,907,236	2,194,633	2,736,008	3,514,319	4,294,298	5,130,320
				Minimum Year-End Balance:			1,607,273					

FY2022-2023 BUDGET
DEBT ADMINISTRATION

The following pages contain information on the City's debt philosophy, bond covenants, and outstanding debt obligations. There is no legal debt margin established either by City Charter or by Florida Statutes.

DEBT PHILOSOPHY

It is the City's policy to structure debt to carefully match the benefits derived from the financing. The annual principal and interest payments were also calculated to remain constant over the payback period. All of the current debt obligations conform to the City's debt philosophy of cost-benefit matching and level repayment schedules.

SUMMARY OF OUTSTANDING DEBT

Budgeted Debt Service for FY22-23	Annual Payment	Payoff Date	Principal	Interest	Total
2020 City Hall General Obligation Refunding Loan	$396,268	2/1/2028	$2,275,920	$101,091	$2,377,011
2021 Mickel/Colohatchee Parks & Utility and Parking Refunding Loan	$433,842	12/1/2030	$2,314,000	$106,389	$2,420,389
Totals:	**$830,110**		**$4,589,920**	**$207,480**	**$4,797,400**

FY2022-2023 BUDGET
PURPOSE OF BONDS/LOANS

2020 GENERAL OBLIGATION REFUNDING NOTE

On July 31, 2020, the City issued $2,993,370 in General Obligation Refunding Bonds, Series 2020 for the purpose of refunding the 2008 City Hall General Obligation Note. The debt has an interest rate of 1.46% payable semi-annually; principal is payable annually in varying amounts through 2028. Outstanding balance at September 30, 2022 is $2,275,920.

2021 MICKEL/COLOHATCHEE AND UTILITY AND PARKING BANK NOTE

In October 2021, the City issued a $2,668,000 Promissory Note for the purpose of currently refunding the 2015 Mickel Park Improvement Project Note and the 2011 Utility and Parking System Revenue Note, as well as repaying the Utility Fund advance to the General Fund. The Promissory Note bears an interest rate of 1.303% through maturity on December 1, 2030. Interest and Principal payments are due semi-annually, commencing on December 1st. Outstanding balance as of September 30, 2022 is $2,314,000.

SCHEDULE OF FUTURE DEBT SERVICE

FISCAL	2020 CITY HALL REFUNDING LOAN		2021 MICKEL/COLOHATCHEE & UTILITY/PARKING LOAN		TOTAL		
YEAR	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	TOTAL
2022							
2023	365,709	30,559	405,000	28,842	770,709	59,401	830,110
2024	371,048	25,181	407,000	23,552	778,048	48,733	826,781
2025	376,465	19,724	392,000	18,229	768,465	37,953	806,418
2026	381,962	14,187	350,000	13,258	731,962	27,445	759,407
2027	387,539	8,570	238,000	8,827	625,539	17,397	642,936
2028	393,197	2,870	147,000	6,326	540,197	9,196	549,393
2029	-	-	149,000	4,404	149,000	4,404	153,404
2030	-	-	150,000	2,456	150,000	2,456	152,456
2031	-	-	76,000	495	76,000	495	76,495
	2,275,920	101,091	2,314,000	106,389	4,589,920	207,480	4,797,400

CITY OF WILTON MANORS
PERSONNEL CLASSIFICATION AND COMPENSATION PLAN
October 1, 2022
Sorted by Pay Grade, Role, and Level

Job Title	FLSA	Role & Level	Grade	FY2022-23 Minimum	FY2022-23 Midpoint	FY2022-23 Maximum	Min Hourly	Mid Hourly	Max Hourly
Recreation Leader I	N	A1	1	$31,216	$37,416	$43,616	$15.01	$17.99	$20.97
Courier	N	A1	1	$31,216	$37,416	$43,616	$15.01	$17.99	$20.97
Maintenance Worker I	N	A1	1	$31,216	$37,416	$43,616	$15.01	$17.99	$20.97
Utility Technician I	N	A1	1	$31,216	$37,416	$43,616	$15.01	$17.99	$20.97
Customer Service Representative	N	A2	2	$37,157	$45,498	$53,840	$17.86	$21.87	$25.88
Administrative Assistant	N	A2	2	$37,157	$45,498	$53,840	$17.86	$21.87	$25.88
Library Technical Assistant	N	A2	2	$37,157	$45,498	$53,840	$17.86	$21.87	$25.88
Recreation Leader II	N	A2	2	$37,157	$45,498	$53,840	$17.86	$21.87	$25.88
Park Ranger	N	A2	2	$37,157	$45,498	$53,840	$17.86	$21.87	$25.88
Maintenance Worker II	N	A2	2	$37,157	$45,498	$53,840	$17.86	$21.87	$25.88
Utility Technician II	N	T1	2	$37,157	$45,498	$53,840	$17.86	$21.87	$25.88
Assistant City Clerk	N	A3	3	$41,000	$51,750	$63,000	$19.71	$24.88	$30.29
Permit Technician	N	A3	3	$41,000	$51,750	$63,000	$19.71	$24.88	$30.29
Senior Administrative Assistant	N	A3	3	$41,000	$51,750	$63,000	$19.71	$24.88	$30.29
Accounting Technician	N	T2	3	$41,000	$51,750	$63,000	$19.71	$24.88	$30.29
Recycling, Solid Waste, and HHW Coordinator	N	T2	3	$41,000	$51,750	$63,000	$19.71	$24.88	$30.29
Admininstrative Coordinator	N	A4	4	$44,000	$55,890	$68,000	$21.15	$26.87	$32.69
Recreation Program Coordinator	N	A4	4	$44,000	$55,890	$68,000	$21.15	$26.87	$32.69
Assistant City Clerk	N	A4	4	$44,000	$55,890	$68,000	$21.15	$26.87	$32.69
Crew Leader	N	A4	4	$44,000	$55,890	$68,000	$21.15	$26.87	$32.69
Code Compliance Officer	N	T3	4	$44,000	$55,890	$68,000	$21.15	$26.87	$32.69
Community Planning Technician	N	T3	4	$44,000	$55,890	$68,000	$21.15	$26.87	$32.69
Library Associate	N	T3	4	$44,000	$55,890	$68,000	$21.15	$26.87	$32.69
IT Systems Analyst	N	T4	5	$48,000	$60,030	$73,000	$23.08	$28.86	$35.10
Utilities Technician III	N	T4	5	$48,000	$60,030	$73,000	$23.08	$28.86	$35.10
Accreditation Coordinator	N	P1	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Office Manager	N	P1	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Customer Service Supervisor	N	T5	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Code Compliance Supervisor	N	T5	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Fire Inspector	N	T5	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
IT Systems Administrator	N	T5	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Facilities Maintenance Supervisor	N	T5	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Grounds Maintenance Supervisor	N	T5	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Utility Supervisor	N	T5	6	$51,000	$64,688	$78,000	$24.52	$31.10	$37.50
Program & Facility Supervisor	N	L1	7	$54,000	$68,310	$82,000	$25.96	$32.84	$39.42
Accountant	N	P2	7	$54,000	$68,310	$82,000	$25.96	$32.84	$39.42
Crime Intelligence Specialist	N	P2	7	$54,000	$68,310	$82,000	$25.96	$32.84	$39.42
Fiscal & Budget Analyst	N	P2	7	$54,000	$68,310	$82,000	$25.96	$32.84	$39.42
Purchasing Coordinator	N	P2	7	$54,000	$68,310	$82,000	$25.96	$32.84	$39.42
Librarian I	N	P2	7	$54,000	$68,310	$82,000	$25.96	$32.84	$39.42
Administrative Program Coordinator	N	P2	7	$54,000	$68,310	$82,000	$25.96	$32.84	$39.42
Program & Youth Services Supervisor	N	L2	8	$57,000	$72,450	$87,000	$27.40	$34.83	$41.83
Librarian II	N	P3	8	$57,000	$72,450	$87,000	$27.40	$34.83	$41.83
Police Administrative Manager	E	L3	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Assistant Director - Leisure Services	E	L3	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Community Development Services Manager	E	L3	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Library Director	E	L3	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
City Clerk	E	L3	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Economic Development Manager	E	P4	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Assistant Director -Human Resources & Risk Mgmt	E	P4	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Assistant Director- Emergency Mgmt & Utilities	E	P4	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Fire Marshal	E	P4	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
City Planner	E	P4	9	$74,000	$93,150	$112,000	$35.58	$44.78	$53.85
Capital Projects & Grants Administrator	E	P5	10	$82,000	$103,500	$125,000	$39.42	$49.76	$60.10
Information Technology Director	E	L4	10	$82,000	$103,500	$125,000	$39.42	$49.76	$60.10
Assistant Finance Director	E	L4	10	$82,000	$103,500	$125,000	$39.42	$49.76	$60.10
Assistant Police Chief	E	L4	10	$82,000	$103,500	$125,000	$39.42	$49.76	$60.10
Human Resources & Risk Mgmt Director	E	L5	11	$99,000	$124,200	$150,000	$47.60	$59.71	$72.12
Community Development Services Director	E	L5	11	$99,000	$124,200	$150,000	$47.60	$59.71	$72.12
Leisure Services Director	E	L5	11	$99,000	$124,200	$150,000	$47.60	$59.71	$72.12
Emergency Mgmt & Utilities Director	E	L5	11	$99,000	$124,200	$150,000	$47.60	$59.71	$72.12
Finance Director	E	L6	12	$115,000	$144,900	$174,000	$55.29	$69.66	$83.65
Chief of Police	E	L6	12	$115,000	$144,900	$174,000	$55.29	$69.66	$83.65
Assistant City Manager	E	L7	13	$124,000	$155,250	$187,000	$59.62	$74.64	$89.90
The positions below are part of the collective bargaining unit represented by the Broward Police Benevolent Association. The pay ranges are determined through contract negotiations:									
Police Aide	N	PBA1	PBA1	$42,756	$54,164	$65,574	$20.55	$26.04	$31.53
Police Service Aide	N	PBA1	PBA1	$42,756	$54,164	$65,574	$20.55	$26.04	$31.53
Police Records Technician	N	PBA2	PBA2	$46,677	$59,134	$71,590	$22.44	$28.43	$34.42
Police Records Manager/Criminal Analyst	N	PBA3	PBA3	$52,054	$65,943	$79,833	$25.02	$31.71	$38.38
Police Patrol Officer	N	PBA4	PBA4	$54,685	$69,278	$83,869	$26.29	$33.31	$40.32
Police Community Policing Officer	N	PBA4	PBA4	$54,685	$69,278	$83,869	$26.29	$33.31	$40.32
Police Detective	N	PBA4	PBA4	$54,685	$69,278	$83,869	$26.29	$33.31	$40.32
Police School Resource Officer	N	PBA4	PBA4	$54,685	$69,278	$83,869	$26.29	$33.31	$40.32
Police Sergeant	N	PBA5	PBA5	$65,825	$83,391	$100,956	$31.65	$40.09	$48.54
Police Detective Sergeant	N	PBA5	PBA5	$65,825	$83,391	$100,956	$31.65	$40.09	$48.54
Police Training Sergeant	N	PBA5	PBA5	$65,825	$83,391	$100,956	$31.65	$40.09	$48.54

FLSA: E = Exempt from Fair Labor Standards Act overtime rules; N = Non-Exempt

Police Recruit: $21/hour

Roles: A = Administrative; L = Leader; P = Professional; and T = Technical

BUDGET GLOSSARY

Account – An accounting concept used to capture the economic essence of an exchange or exchange-like transaction. Accounts are used to classify and group similar transactions. Account types include: revenue, expense/expenditure, asset, liability and equity.

Accounting Period – A period of time (e.g. one month, one year) where the City determines its financial position and results of operations.

Accounting Standards – The generally accepted accounting principles (GAAP) promulgated by the Government Accounting Standards Board (GASB), which guide the recording and reporting of financial information by state and local governments. The standards establish such guidelines as to when transactions are recognized, the types and purposes of funds, and the content and organization of the annual financial report.

Accounting System – Organized set of manual and computerized accounting methods, procedures, and controls established to record, classify, analyze, summarize and report financial information of a government or any of its funds or organizations components.

Accrual Basis of Accounting – A basis of accounting which reports revenues when earned and expenses when incurred regardless of the related cash flows.

Accrued Interest – The dollar amount of interest, based on the stated interest rate, which has accumulated on a bond from (and including) the most recent interest date or other date, up to (but not including the due date of the interest payment.

Ad Valorem Taxes – Commonly referred to as property taxes, are levied on both real and personal property based upon the property's assessed valuation and applying a specific millage rate.

Adopted Budget – The City Commission approved annual budget establishing the legal authority for the expenditure of funds as set forth in the budget resolution and ordinance.

Advance Refunding – A bond refunding in which the proceeds of new debt are placed in an interest-bearing escrow account pending the call dates or maturity dates pf the old debt.

Agency Fund – An agency fund is used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment and remittance of fiduciary resources to individuals, private organizations or other governments.

Amended Budget – The original budget plus any amendments passed as of a certain date.

Amortization – The reduction of debt through regular payments of principal and interest sufficient to retire the debt instrument at a predetermined date known as maturity.

Appropriation – An authorization made by the City Commission, which permits officials to incur obligations against and to make expenditures of governmental resources for specific purposes. Appropriations usually are made for fixed amounts and typically are granted for a one-year period.

Assessed Valuation – The appraised valuation, less any exemptions, set by the Broward County Property Appraiser upon real estate or other property; used as a basis for levying ad valorem taxes.

Asset – Tangible or intangible resources owned or held by a government which possess service potentials that generally are utilized (consumed) in the delivery of municipal services.

Audit – An annual examination of the City's financial statements performed by independent certified public accountants for the purpose of ascertaining whether the financial statements fairly present the City's financial positions and results of operations. The audit also includes a review of the City's internal control system and compliance with certain provision of laws, regulations, contracts, and grant agreements.

Authorized Positions – Employee positions which are approved and funded in the adopted budget.

Balanced Budget – A budget in which estimated revenues and other available funds equal or exceed estimated expenditures.

Basis of Accounting – The timing of recognition; that is, when the effects of transactions or events should be recognized for financial reporting purposes. For Example, the effects of transactions or events can be recognized on an accrual basis (that is, when the transactions or events take place), or on a cash basis that is, (when cash is received or paid). Basis of accounting is an essential part of measurement focus, because a particular timing of recognition is necessary to accomplish a particular measurement focus.

Benefits – Contributions made by the City to meet commitments or obligations for employee fringe benefits including the City's share of costs for various pension, medical, and life insurance plans.

Bond – A long-term debt obligation primarily used to finance capital projects or other long-term obligations. A bond represents a promise to repay a specified sum of money called the face value of principal amount at a specified maturity date or dates in the future, together with periodic interest at a specified rate.

Bond Proceeds – The money paid to the issuer by the purchaser for a new issue of municipal bonds, used to finance a project or purpose for which the bonds were issued and to pay certain costs of issuance.

Bond Refinancing – The refunding (current or advanced) from the proceeds of a new issue, to reduce debt service costs, i.e. interest, realign maturities and/or modify or remove restrictive bond covenants.

Budget – A financial plan for a specified period of time (fiscal year) that includes all planned expenditures for various municipal services and the proposed means of financing them. It is the primary means by which most of the expenditures of a government are controlled. The budget matches projected revenues and planned expenditures to municipal services, goals, and objectives.

Budget Adjustment or Amendment – A legal procedure use by the City staff and the City Commission to revise a budget appropriation during the fiscal year. The City Commission must approve a budget adjustment by adopting a supplemental appropriation ordinance (which specifies both the source of revenue and the appropriate expenditure accounts) for any interdepartmental or inter-fund adjustment.

City staff has the authority to adjust expenditures within a departmental budget.

Budgetary Basis of Accounting – This refers to the basis of accounting used to estimate when revenues and expenditures are recognized for budgetary purposes. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budgetary Control – The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources. Budgetary control is exercised at the department level, at which point expenditures cannot legally exceed the appropriated amount.

Budget Document – The official written statement prepared by the City Manager and the Finance Department that presents the proposed budget to the City Commission.

Budget Message – The opening section of the budget that provides the City Commission and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager. The Budget Message is also referred to as the City Manager's transmittal letter.

Budget Schedule or Calendar – The schedule of key dates or milestones that the City follows in the preparation and adoption of the budget.

Business Tax – A tax imposed for the privilege of doing business in Wilton Manors. Any individual or home-based business providing merchandise, entertainment or service directly or indirectly to the public must obtain a license to operate.

Capital Assets – Assets of significant value that meet or exceed the capitalization threshold and have a useful life extending beyond a single accounting period. Capital assets are also called "fixed assets" and may include land, improvements to land, easements, buildings, building improvements, machinery, equipment, vehicles, infrastructure, and all other tangible or intangible assets that are used in operations and have initial lives extending beyond a single reporting period.

Capital Budget – A plan of proposed capital expenditures and the means of financing them; usually based on the first year of the Capital Improvement Program (CIP) and typically enacted as part of the complete annual budget, which includes both operating and capital outlays.

Capital Improvement Program (CIP) – All capital expenditures planned for the next five years. The program specifies both projects and the resources estimated to be available to fund projected expenditures. The CIP outlines the capital requirements arising from the City's long-term needs and addresses both repair and replacement of existing infrastructure as well as the development of new facilities to accommodate future growth.

Capital Outlay – Expenditures that result in the acquisition of or addition to capital assets that have a value of $500 or more and have a useful life of more than one year.

Capital Projects – Projects that purchase or construct capital assets. Typically, a capital project encompasses a purchase of land and/or the construction of a building or infrastructure.

Capitalization Threshold – The dollar value at which the City elects to capitalize tangible or intangible assets that are used in operations and that have initial useful lives of more than one year. Currently, this amount is $500 or more.

Cash Basis of Accounting – A basis of accounting in which transactions or events are recognized when related cash amounts are received or disbursed.

Cash Management – is the process of collecting, managing and investing cash. Also includes the activities of forecasting the inflows and outflows of cash and establishing and maintaining banking relationships.

Charges for Services – These refer to program revenues, which finance in part or in whole the provision of a particular service.

Chart of Accounts – A chart that assigns a unique number to each type of transaction (e.g., salaries or property taxes) and to each budgetary unit in the organization. The chart of accounts provides a system for recording revenues and expenditures that fits the organizational structure.

City Commission – Legislative branch of local government; for the City of Wilton Manors, it consists of one mayor and four Commission members. The mayor serves a two-year term while the Commission members serve four-year terms.

City Manager – The chief administrative officer of the City.

Collective Bargaining Agreement (CBA) – A legal contract between the City and a recognized bargaining unit for specific terms and conditions of employment (hours, working conditions, salary, fringe benefits, and matters affecting health and safety of employees).

Community Development Block Grants (CDBG) Program – Federal funds available to provide communities with resources to address a wide range of unique community development needs.

Comprehensive Annual Financial Report (CAFR) – A set of financial statements comprising the financial report of a state, municipal or other governmental entity that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB).

Consumer Price Index (CPI) – A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase or decrease in the cost of living (i.e., economic inflation or deflation).

Contingencies – A budgetary reserve set aside for emergencies or unanticipated, non-recurring expenditures not otherwise budgeted for during the fiscal year.

Contractual Services – Services rendered to a government by private firms, individuals, or other governmental; agencies. Examples include maintenance agreements and professional consulting services.

Cost-of-living Adjustment (COLA) – An increase in salaries to offset the adverse effect of inflation on compensation.

Current – A term denoting the present fiscal period as opposed to past or future periods. It is often used to refer to items likely to be used up or converted into cash within one year.

Debt – An obligation resulting from the borrowing of money or from the purchase of goods and services on credit. Debt instrument used by the City of Wilton Manors may include general obligation bonds and revenue bonds. The City Commission must approve all debt instruments. All General Obligation (G.O.) bonds must be approved by the voters in a referendum.

Debt Limit – The maximum amount of debt that the City is permitted to incur under constitutional, statutory or charter provisions.

Debt Service – The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Debt Service Requirements – The amount of money required to pay principal and interest on outstanding debt and required contributions to accumulate monies for future retirement of bonds.

Debt Service Reserve – Funds used to pay debt service if the source of the pledged revenues does not generate sufficient funds to satisfy the debt service requirements. It is funded in whole or in part from the proceeds of the bonds or is allowed to gradually accumulate over a period of years through required payments from the pledged revenues.

Deficit – The amount by which expenditures exceed revenues during a single accounting period.

Department – A major administrative division of the City that indicates overall management responsibility for an operation or group of related operations within a functional area. Departments define and organize City operations and functions.

Depreciation – The process of estimating and recording the lost usefulness or expired useful life of a capital asset that cannot or will not be restored by repair. Depreciation can be attributable to wear and tear, deterioration, action of the physical elements, inadequacy, and/or obsolescence.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association (GFOA) to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

Division – A sub-section within a City department that furthers the objectives of the City Commission by providing specific services or a product.

Encumbrance – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure. Committed funds become encumbered when a purchase requisition becomes an actual purchase order. Encumbrances lapse at year's end and require Commission action to re-appropriate funds to cover any remaining encumbrances.

Enterprise Fund – A fund established to account for operations that are financed and operated in a manner similar to business enterprises where the intent of the governing body is that costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges. The City has the following enterprise funds: Utilities, Drainage, Parking and Recycling.

Estimated Revenues – The budgeted projected revenues expected to be realized during the budget (fiscal) year to finance all or part of the planned expenditures; a formal estimate of how much revenue will be earned from specific revenue sources for some future period, typically a future fiscal year.

Expenditure – The outflow of funds paid, or to be paid, for goods and services received during the current period. Budgetary expenditures represent decreases in fund balance.

Fiduciary Fund – Fiduciary funds are used to account for assets held in trust by the government for the benefit of individuals or other entities. In the city, fiduciary funds include the employee pension funds.

Final Millage Rate – The tax rate adopted in the final public budget hearing of a taxing authority.

Fiscal Year – A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The fiscal year for the City of Wilton Manors is October 1 through September 30.

Fixed rate – an interest rate on a security that does not change for the life of the security.

Franchise Fee – A fee levied by the City Commission on businesses that use the City's rights-of-way to deliver services. This fee is usually charged as a percentage of gross receipts.

Full Time Equivalent (FTE) – A conversion of part time personnel hours to full time personnel hours. The full time equivalent for one full time employee is 2,080 hours per year (40 hours per week times 52 weeks per year). Example: the full time equivalent for one part time employee working 1,040 hours per year would be .5 FTE (1,040 hours per year divided by 2,080 hours per year for one full time employee).

Fund – An accounting and reporting entity with a self-balancing set of accounts. Funds are created to establish accountability for revenues and expenses that are segregated for the purpose of carrying out a specific purpose or range of activities.

Fund Balance – The difference between the assets and fund liabilities in the governmental funds balance sheet as is referred to as fund equity. Fund balance could be classified as nonspendable, restricted, committed, assigned and unassigned.

- Nonspendable fund balance – portion of fund balance that is not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund).
- Restricted fund balance – portion of fund balance that is constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Committed fund balance – portion of fund balance that is constrained to specific purposes by a government itself, using its highest level of decision-making authority. The highest level of decision- making authority of the City is the City Commission.
- Assigned – portion of fund balance that a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.
- Unassigned fund balance – portion of fund balance that is available for any purpose.

General Fund – The General Fund accounts for all financial resources of the government except for those required to be accounted for in another fund. Ad Valorem (property) taxes, licenses and permits, charges for services, franchise fees, and utility taxes are typically accounted under the General Fund.

General Obligation Bonds (GO Bonds) – debt instruments issued to finance public projects. GO Bonds are backed by the full faith and credit of the issuing municipality. This means that the issuing municipality commits its full resources to paying bondholders including general taxation and the ability to raise more funds through credit.

Generally Accepted Accounting Principles (GAAP) – A uniform minimum standard for financial accounting and recording as set forth by the Governmental Accounting Standards Board (GASB).

Goal – A statement that describes the purpose toward which an endeavor is directed, such as a target or target area; a statement of broad direction, purpose or intent based on the needs of the community.

Governmental Accounting Standards Board (GASB) – The authoritative accounting and financial reporting standard-setting body of governmental agencies.

Government Finance Officers Association (GFOA) – An association of public finance professionals. The GFOA has played a major role in the development and promotion of GAAP for state and local government since its inception and sponsors the Certificate of Achievement for Excellence in Financial Reporting Program and the Distinguished Budget Presentation Awards Program.

Governmental Fund Type – A general classification of funds into the following two categories: General Fund and Special Revenue Funds (i.e. Miscellaneous Grants, Fire Rescue

Special Assessment, and Jenada Special Assessment Funds).

Grant – An award of financial assistance, to a recipient, to carry out a specific purpose. Grants require some level of compliance and reporting.

Homestead Exemption – A state program that permits up to a $50,000 reduction from the assessed value of the primary residential real estate property occupied by a Florida resident in order to determine the net taxable value. Additional exemptions are available for qualified seniors, the disabled, the blind, and widows/widowers.

Impact Fees – Fee imposed by a local government on a new or proposed project to pay for all or a portion of the costs of providing public services to the new development. These fees are implemented to help reduce the economic burden on local jurisdictions that are trying to deal with population growth resulting from the new or prosed project.

Indirect Cost – A cost necessary for the functioning of the City as a whole, but which cannot be directly associated with a particular functional category.

Infrastructure – Long lived capital assets that are usually stationary in nature and normally can be preserved for a significant greater number of years than most capital assets. (e.g. water and sewer systems, streets, parks, drainage systems and lighting systems).

Inter-fund Transfers – Budgeted amounts transferred from one fund to another.

Internal Control – A systematic measures (such as review, checks and balances, methods and procedures) put in place by an entity to (1) conduct its business in an orderly and efficient manner, (2) safeguard its assets and resources, (3) deter and detect error, fraud and theft, (4) ensure accuracy and completeness of accounting data, (5) produce reliable and timely financial information and, and (6) ensure adherence to its policies and procedures.

Levy – To impose taxes, special assessments, or charges for services for the support of City activities.

Liability – Debt or other legal obligations, arising from past transactions or events, which must be liquidated, renewed, or refunded at some future date. Note: The term does not include encumbrances.

Line Item Budget – The presentation of the City's budget in a format that displays each department's expenditures by specific accounts along with the amount budgeted for each account. The City currently uses a Line Item Budget.

Long Term Debt – Debt with a maturity of more than one year after the date of issuance. Ordinarily used to finance long-lived assets or other long-term obligations.

Major Fund – A fund that reports at least 10% of total governmental assets, liabilities, revenues or expenditures and at least 5% of combined City assets, liabilities, revenues or expenditures.

Mandate – A requirement from a higher level of government that a lower level of government perform a task in a particular way, or perform a task to meet a particular standard, often without compensation from the higher level of government.

Millage Rate – Rate used in calculating taxes based upon the value of property, expressed in mills per dollar or property value; a mill is equal to 1/1,000 of a dollar or $.001.

Modified Accrual Basis – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

Municipal Code – A book containing the City Commission approved ordinances currently in effect.

Non-Departmental – Includes the costs associated with items that are for services and/or equipment not directly related to a specific department but rather utilized by all City departments.

Objective – Something to be accomplished in specific, well defined, and measurable terms, and that is achievable within a specific time frame.

Non-Major Fund - A fund that reports less than 10% of total governmental assets, liabilities, revenues or expenditures and less than 5% of combined City assets, liabilities, revenues or expenditures.

Operating Budget – A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is sometimes used to denote the officially approved expenditure ceilings under which government and its departments operate.

Operating Expenditures – Expenditures of day-to-day operations, such as office supplies, maintenance of equipment, and travel; they exclude capital costs for capital assets.

Operating Revenue – Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Ordinance – A formal legislative enactment by the City Commission that has the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An ordinance has higher legal standing than a resolution.

Overtime – Compensation for hours worked beyond 40 hours within a specific workweek.

Pay-as-you-go Basis – A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Performance Budget – A budget format that relates the input of resources and the output of services for each organizational unit individually. Performance budgeting facilitates the evaluation of program efficiency and effectiveness.

Performance Measure – Data collected to determine how effective or efficient a program is in achieving its objectives.

Personnel Services – Costs related to compensating employees, including salaries and wages and fringe benefit costs.

Principal – The face value or par value of a debt instrument, or the amount of capital invested in a given security.

Prior Year Encumbrance – Unpaid, legally binding obligation from the previous fiscal year in the form of purchase orders, contracts or salary commitments which are chargeable to a prior appropriation.

Program – A sub-section of a department division that provides specific services or a product; a program is the smallest unit of service. There may be one or more programs within a division.

Program Budget – A budget that allocates resources to the functions of activities or a group of activities with a common focus for the attainment of specific objectives.

Proposed Budget – The status of an annual budget which has been submitted by the City Manager and is pending public review and City Commission adoption.

Proposed Millage Rate – The tax rate certified to a Property Appraiser by each taxing authority within a county.

Proprietary (Enterprise) Fund – accounts services provided to the public and exist primarily by charging user-fees for those goods and services.

Property Taxes – See Ad Valorem Taxes.

Purchase Order – A document issued to authorize a vendor to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding Purchase Orders are called encumbrances.

Purchase Requisition – A written request from a department to the Finance Department for specific goods or services. This action precedes the authorization of a purchase order.

Resolution – A formal special order of the City Commission. A resolution has a lower legal standing than an ordinance.

Special Revenue Fund – A governmental accounting fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The City's Special Revenue Funds include the following funds: Fire Fund, Recycling Fund, Road Improvement Fund, Miscellaneous Grants Fund, Federal Forfeiture Fund, State Forfeiture Fund, Police Training/Education Fund and Jenada Assessment Fund.

Revenue – Inflows of resources to finance the operations of government.

Revenue Bonds – Bonds that pledge a particular source of revenue, usually generated by the new asset funded by the revenue bonds proceeds, as the means of repayment.

Revenue Estimate (see Estimated Revenues)

Risk Management – An organized formal process to protect a government's assets against accidental loss, utilizing the most economical methods.

Rolled Back Millage Rate – The millage rate that will bring in the same amount of taxes as levied the prior year when applied to the current year's tax base. Newly constructed property is not included in the computation of the rate.

Shared Revenue – Revenue that is earned by one governmental unit but that is shared, usually on a predetermined basis, with other units or classes of governments.

Special Assessment Funds – A governmental accounting fund used to account for a compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. The City's Special Assessment Funds include the following: Fire Rescue Special Assessment, and Jenada Gatehouse Special Assessment.

Tax Base – The total property valuations within the City's legal boundaries on which the City levies its tax rates.

Tax Rate Limit – The maximum legal rate at which a locality may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.

Tax Roll – The master list of the assessed value of all taxable properties within the City's jurisdiction. For all local taxing authorities, the

Property Appraiser certifies the list on July 1 of each year.

Unit Cost – The cost required to produce a specific product or unit of service (e.g., the cost to purify one thousand gallons of water).

Taxable Value – The assessed value less homestead and other exemptions, if applicable.

Taxes – Charges levied by a government for the purpose of financing services for the common benefit of the people. Taxes are an involuntary exaction on form of wealth (such as property), transactions (such as taxable sales), or other forms of economic activity (such as operating a business).

Trust (Agency) Funds – Funds that are established to collect and distribute monies for a specific function or operation, and are used to account for assets held by the City in a trustee capacity. Trust Funds are classified as either expendable or non-expendable.

Truth in Millage – The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring specific method of tax rate calculation, form of notice, public hearing requirement, and advertised specifications prior to the adoption of a budget tax rate.

Unencumbered Balance – The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Utility Tax – Taxes levied on consumer consumption of utility services provided in the City. The tax is levied as a percentage of gross receipts.

WDID – Wilton Drive Improvement District.