

City of Wilton Manors, Florida
Adopted
Operating and Capital Budget
Fiscal Year 2023-2024



Prepared by the Finance Department

CITY OF WILTON MANORS

OPERATING AND CAPITAL BUDGET FISCAL YEAR 2023-2024

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CITY OF WILTON MANORS
OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2023-2024



CITY COMMISSION

Scott Newton, Mayor
Mike Bracchi, Vice-Mayor
Paul Rolli, Commissioner
Chris Caputo, Commissioner
Don D'Arminio, Commissioner

CITY MANAGER

Leigh Ann Henderson

ASSISTANT CITY MANAGER

Pamela Landi

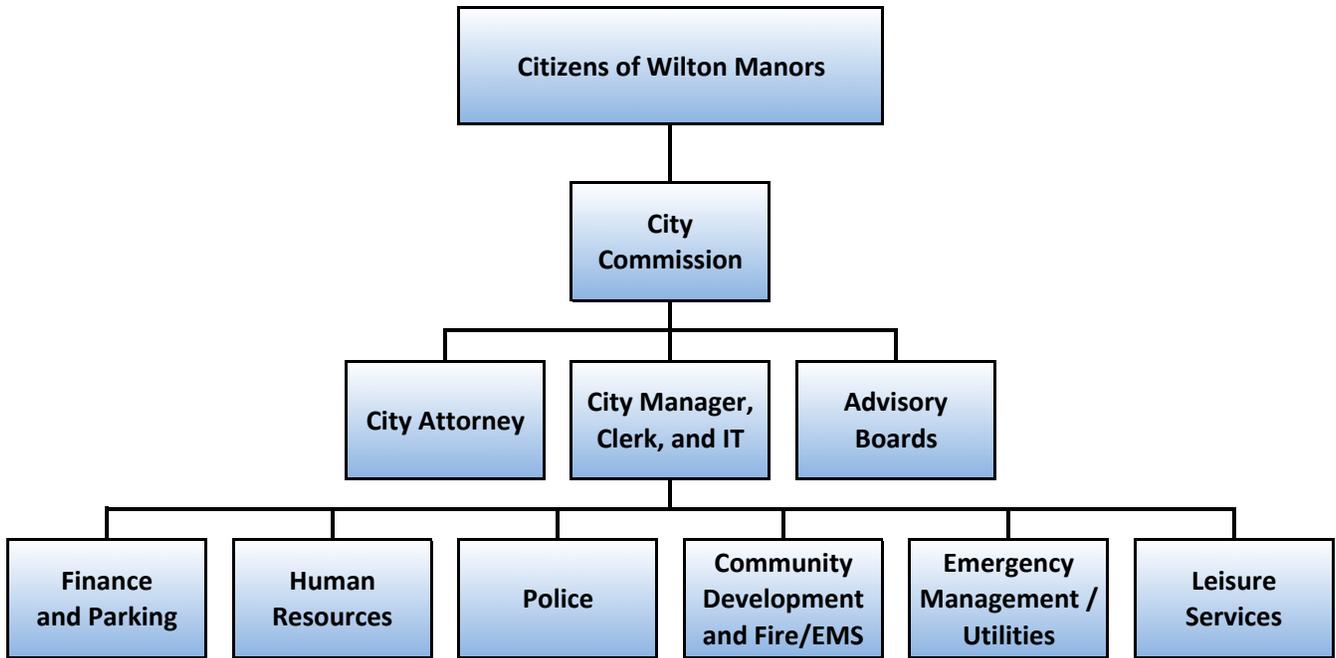
DEPARTMENT DIRECTORS

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
Michelle Parks, Leisure Services Director
David Archacki, Emergency Management/Utilities Director



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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, 2022

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, 2022.

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: September 26, 2023
To: Mayor and City Commission
From: Leigh Ann Henderson, City Manager
Re: Submittal of Fiscal Year 2023-2024 Adopted Budget

Enclosed, you will find your individual City Commission Budget books in submittal of the adopted budget for Fiscal Year 2023-2024. The Commission's three advertised budget workshops with City staff were held on Tuesday, July 11th; Wednesday, July 26th and Tuesday, August 22nd, all at 6:30 pm in the Commission Chambers in City Hall. City staff reviewed the adopted budget with the Financial Advisory Board (FAB) on July 19th at 6:00 pm in the Commission Chambers at 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 as compared to prior year in the adopted 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 23) and the proposed rates for the upcoming fiscal year (FY 24).

The Commission's two budget hearings with the public were held Wednesday, September 13th and Tuesday, September 26th; 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.

A handwritten signature in black ink, appearing to read "Leigh Henderson".

Leigh Ann Henderson
City Manager



City of Wilton Manors

At A Glance



www.wiltonmanors.com

<p>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.</p>	<p>CITY DEMOGRAPHICS</p> <p>Population: 11,426</p> <p>Under 18 years 6.6%</p> <p>18 years to 64 years 69.8%</p> <p>65 years & over 23.6%</p> <p>Median Age: 53.7</p> <p>Bachelor degree or higher: 50.2%</p> <p>School enrolled in K-12: 44.4%</p> <p>No. of Households (HH): 7,004</p> <p>Median HH Income: \$81,250</p> <p>Average HH Size: 1.62</p> <p>Total Housing Units: 7,004</p> <p>Occupied: 6,235</p> <p>Unoccupied: 769</p> <p>Home ownership: 62.8%</p> <p>Median home value: \$388,200</p> <p><small>(All data above is from the 2021 US Census Bureau)</small></p>	<p>EDUCATION</p> <p>Wilton Manors Elementary Pace Center for Girls Somerset Academy Village Little Flower Montessori School</p> <hr/> <p>LAND USAGE</p> <p>Residential 90.5%</p> <p>Commercial 5.8%</p> <p>Industrial 0.4%</p> <p>Governmental 0.5%</p> <p>Institutional 0.4%</p> <p>Miscellaneous 2.5%</p> <p><small>(From Broward County Property Appraiser)</small></p>																						
<p>Date of Incorporation:</p> <p>June 1947</p> <p>Form of Government:</p> <p>Commission-City Manager</p> <p>Area: 1.8 square miles</p> <p>2023-2024 Recommended Budget: \$51,706,819</p>	<p>POLICE AND FIRE</p> <p>Police Station 1</p> <p>Sworn Officers 34</p> <p>Non-Sworn Staff 17</p> <p>Fire Station 1</p> <p><small>(Fire and Emergency Medical services are contracted to the City of Fort Lauderdale.)</small></p>	<p>MAJOR EMPLOYERS</p> <p>City of Wilton Manors Kids In Distress Pace Center for Girls Publix Supermarkets School Board of Broward County</p>																						
<p>Services</p> <p>Water and wastewater Solid waste & recycling Police Fire and emergency medical Code enforcement Recreation Parks & facilities Parking Ride share Micro-transit transportation Emergency management Volunteer boards & committees Business retention & enhancement</p>	<p>CITY PARKS</p> <ol style="list-style-type: none"> Andrews Avenue Extension Apache Pass Park Colohatchee Park Colohatchee Boat Ramp Coral Gardens Park Donn Eisele Park Hagen Park / Veterans Memorial Island City Park Preserve Justin Flippen Park M.E. DePalma Park Mickel Park Rachel Richardson Park Richardson Historic Park & Nature Preserve Snook Creek Boat Ramp Wilton Manors Elementary Waterways Cultural Center Lieber Park 	<p>PRINCIPAL TAXPAYERS</p> <table border="1"> <thead> <tr> <th></th> <th>Acres</th> </tr> </thead> <tbody> <tr> <td>Ascend Wilton Twenty Fourth</td> <td>6.8</td> </tr> <tr> <td>Carol S Williams TR</td> <td>5.5</td> </tr> <tr> <td>2262 Wilton Drive Owner LLC</td> <td>5.4</td> </tr> <tr> <td>LG Wilton Park LLC</td> <td>5.1</td> </tr> <tr> <td>Real Sub LLC</td> <td>4.4</td> </tr> <tr> <td>UDC Manors LLC</td> <td>3.9</td> </tr> <tr> <td>Footbridge HOA Inc</td> <td>3.7</td> </tr> <tr> <td>Andrews Ave Apartments LLC</td> <td>3.3</td> </tr> <tr> <td>Infinity Zuli Shopping LLC</td> <td>2.9</td> </tr> <tr> <td>Clayton Wilton Tower LLC</td> <td>2.4</td> </tr> </tbody> </table> <p><i>Based on total owned acreage.</i></p>		Acres	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	Real Sub LLC	4.4	UDC Manors LLC	3.9	Footbridge HOA Inc	3.7	Andrews Ave Apartments LLC	3.3	Infinity Zuli Shopping LLC	2.9	Clayton Wilton Tower LLC	2.4
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CITY OF WILTON MANORS

BUDGET HIGHLIGHTS FISCAL YEAR 2023-24 BUDGET

This section of the City’s adopted operating and capital budget provides an explanation of significant factors affecting the budget for fiscal year ending September 30, 2024. We encourage readers to consider the information presented here in conjunction with the budget schedules beginning on page 72.

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 (2.3%, April 2023) while inflation has soared (10.5%, April 2023). 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 FY23-24 Adopted Budget for all funds is \$51,706,819. The tables below compare the adopted FY23-24 budget to the adopted FY22-23 budget.

FY23-24 All-Funds Budget, Summary by Fund

Fund	Adopted FY23-24	Adopted FY22-23	\$ Change	% Change	Fund as % of Budget
General Fund	\$24,944,637	\$22,886,751	\$2,057,886	9.0%	48.2%
Capital Improvement Fund	3,177,354	1,801,841	1,375,513	76.3%	6.1%
America Rescue Plan Act	109,500	19,420	90,080	463.9%	0.2%
Recycling & Solid Waste Fund	4,938,928	3,845,494	1,093,434	28.4%	9.6%
Fire Rescue Assessment Fund	3,234,650	3,036,770	197,880	6.5%	6.3%
Road Improvement Fund	340,519	370,574	(30,055)	8.1%	0.7%
Surtax Fund	1,050	2,760	(1,710)	62.0%	0.0%
Miscellaneous Grants Fund	120	120	0	n/a	0.0%
Building Fund	1,260,050	0	1,260,050	100.0%	2.4%
Federal Police Forfeiture Fund	26,810	17,800	9,010	50.6%	0.0%
Police Training & Education Fund	2,000	1,000	1,000	100.0%	0.0%
State Police Forfeiture Fund	13,000	16,500	(3,500)	-21.2%	0.0%
Water Utility Fund	6,087,020	7,152,584	(1,065,564)	-14.9%	11.8%
Sewer Utility Fund	5,356,539	7,284,734	(1,928,195)	-26.5%	10.4%
Parking Fund	1,294,500	1,104,680	189,820	14.7%	2.5%
Drainage Utility Fund	807,042	892,723	(85,681)	-9.6%	1.6%
Jenada Fund	3,500	8,150	(4,650)	-57.1%	0.0%
Wilton Drive Improvement District	109,600	118,640	(9,040)	-7.6%	0.2%
	\$51,706,819	\$48,560,541	\$3,146,278	6.5%	100%

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FY23-24 All-Funds Budget, Summary by Category

Category	Recommended FY23-24	Adopted FY22-23	\$ Change	% Change	Category as % of Budget
Personnel Wages	\$10,443,387	9,631,134	\$812,253	8.4%	20.3%
Personnel Benefits	6,602,103	5,850,825	751,278	12.8%	12.7%
Operating Expenditures	26,821,091	22,235,134	4,585,957	20.6%	51.9%
Capital Expenditures	3,322,948	6,946,225	(3,623,277)	-52.2%	6.4%
Debt Service	827,144	830,112	(2,968)	-0.4%	1.6%
Depreciation	1,049,400	1,036,900	12,500	1.2%	2.0%
Transfers	2,640,746	2,030,211	610,535	30.1%	5.1%
	\$51,706,819	\$48,560,541	\$3,146,278	6.5%	100%

Overall, the FY 2023-24 budget has increased \$3,146,278, or 6.5% over prior year adopted budget.

On February 23, 2023, 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 2023-24 budget. Using the information provided, the City Manager and staff prepared the adopted budget for FY 2023-24.

Other overall impacts to the FY 2023-24 budget include increases in personnel wages. These increases are driven by the cost of living (6%) and merit (up to 3%) salary increases for all general employees.

Increases in personnel benefits is driven by an increase (17% average) in the Florida Retirement System required contribution, an increase (22%) in health insurance premiums, as well as, increases resulting from increased personnel wages and changes in benefit plan selections by employees.

Increases in operating expenditures is driven by an increase in property & general liability insurances (41.8%), estimated increase in solid waste costs (32.3%), increase in contractual services (20%), water purchases (10.3%), and wastewater treatment costs (9.8%).

Transfers from the utility accounts, water and recycling, were reduced by \$426,283 in the FY 23-24 budget. The City plans to eliminate these transfers by FY 24-25. 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 (49.7%) 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 23) have increased, again, for the twelfth 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 July 1, 2023 is \$2,117,056,882, a total overall increase of 12.30% 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 above the Broward County average of 10.11%. The increase in property values will bring in additional revenue to

the City's General Fund of \$1,297,352 based on the FY2023-24 adopted millage rate of 5.8360, which is equal to the FY 2022-23 millage of 5.8360.

Looking at ad valorem rates historically (see page 22), 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 2023-24, the operating millage rate has declined 0.0483 mills or 0.8%.

According to the Broward County Property Appraiser's office, the average taxable value for a single-family home in Wilton Manors is \$379,013 as of January 1, 2023, a 14.9% increase over 2022. The decline in operating millage, mentioned above, equates to approximately \$88 in annual savings per average single-family home.

State revenue sharing and the half cent local sales tax revenues, \$483,000 and \$1,079,000 respectively, make up an additional 6.3% of total General Fund revenues (see page 82). The half-cent local sales tax is expected to increase slightly over prior year

The City expects to see an overall increase in revenues of \$2,057,886 (8.2%) 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. 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 adopted FY 2023-24 budget reflects a 2.96% 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 FY24 for single family homeowners from \$279.98 to \$309.75, or \$29.77 annually (10.6%).

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 adopted FY23-24 Fire Assessment Fees to those of last fiscal year.

Wilton Manors Assessment Rates by Property Use Category	Fees for Budget Year FY23-24	FY22-23	Increase (Decrease)	% Change
Residential (per unit)	\$309.75	\$279.98	\$29.77	10.6%
<i>The Rates below are per 100 Square Feet of building space:</i>				
Commercial	\$38.50	\$51.59	(\$13.09)	-25.4%
Industrial/Warehouse	\$3.52	\$6.98	(\$3.46)	-49.6%
Institutional	\$26.51	\$22.41	\$4.10	18.3%
Government	\$38.58	\$39.15	(\$0.57)	-1.5%
Nursing Home	\$85.68	\$84.81	\$0.87	1.0%
Total Fire Services Assessment:	\$2,948,374	\$2,789,584	\$158,790	5.7%

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 8.5% in FY 2022-23. For FY 2023-24, Fort Lauderdale rates are estimated to include an additional 14% total increase. However, this increase has been offset by a reduction in the transfer from the water utility fund to the general fund.

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 (July, 2023) it is anticipated that an increase of 10% in sewer usage rates will be needed for FY24.

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 FY24.

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 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 infrastructure CIP, projects were funded with a combination of ARPA (\$5.4 million) and reserves (\$3.9 million). Debt financing will be utilized to fund projects for fiscal years 2023-24 through 2026-27. The City is applying a loan from the Environmental Protection Agency under the Water Infrastructure Finance and Innovation Act (WFIA) to assist in funding these projects. WFIA 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 rates will be adjusted for the estimated 10% 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.

Stormwater Fees - A rate increase of 10% has been recommended for the Drainage Utility Fund (Stormwater) for FY23-24. 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 City conducted a competitive solicitation for a contractor to provide services effective October 1, 2023. Coastal Waste & Recycling The rates for FY 23-24 are expected to increase 25%.

Personnel

The City’s Human Resources Department strives to maintain competitiveness 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. A table showing the job classifications and pay ranges can be seen in Personnel section on page 383.

- **Number of Positions** (see page 30)

PERSONNEL POSITIONS	Fiscal Year 23-24		Fiscal Year 22-23	
	Number of	Full Time	Number of	Full Time
	Positions	Equivalents	Positions	Equivalents
Full Time Positions	114.00	113.88	113.00	112.88
Part Time Positions	37.00	22.69	46.00	26.00
TOTALS	151.00	136.57	159.00	138.87

Changes in personnel include:

- Reclassifying a Code Compliance Administrative Assistant from part-time to full-time
- Adding a Digital Evidence Specialist to the Police department to handle the operations, issuance and public records requests of the body worn camera program
- Eliminate one (1) fire inspector
- Eliminate seven (7) seasonal recreation leaders
- Eliminate one (1) regular recreation leader
- Reduce hours of one (1) part-time accounting technician

- **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 (HSA). 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 FY23-24, 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 2024, the City is budgeting for an anticipated premium increase of 22% for

health insurance. No budget increases are being anticipated for dental or life insurance for 2024. 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 \$453,000 for FY24.

- **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 FY23-24 (October 1, 2023 through June 30, 2024) have been set, but the rates for the last three months of FY23-24 (July 1, 2024-September 30, 2024) will not be adopted until the spring of 2024.

The table below details the City’s FY24 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	FY23-24 Budget	FY22-23 Budget	\$ Change	% Change
General / Non-Sworn:				
Wilton Manors Plan	\$ 703,208	\$713,815	(\$10,607)	-1.5%
Florida Retirement System (FRS)	1,261,306	1,076,772	184,534	17.1%
Total Non-Sworn	1,964,514	1,790,587	179,927	9.7%
Sworn:				
Wilton Manors Plan	902,426	885,594	16,832	1.9%
Florida Retirement System (FRS)	881,254	714,809	166,445	23.3%
Total Sworn	1,783,680	1,600,403	183,277	11.5%
TOTALS	\$3,748,194	\$3,390,990	\$357,204	10.5%
By Plan				
Total Wilton Manors Plan	\$1,605,634	\$1,599,409	\$6,225	0.4%
Total Florida Retirement System (FRS)	2,142,560	1,791,581	350,979	19.6%
	\$3,748,194	\$3,390,990	\$357,204	10.5%

Wage Adjustments

The City is negotiating a three-year contract with the Broward County Police Benevolent Association (PBA), which represents 39 sworn and non-sworn Police Department employees. This contract will become effective October 1, 2023 and will expire on September 30, 2026.

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. The City Commission and the City Manager receive the same COLA as the General Employees 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 2023-24 budget includes 6.0% for COLA and merit raises for general employees. The City Commission approved a one-time exception to the City’s compensation policy regarding the cost of living adjustment for FY 2023-24.

Capital

Capital expenditures for FY 23-24 are below the prior year budget. This decrease is driven by the utility infrastructure projects not being included in the FY 23-24 budget. They will be funded by debt issued in FY 23-24. Capital expenditures by fund are shown in the table below.

FY23-24 All-Funds Budget, Capital Summary by Fund

Fund	Recommended FY23-24	Adopted FY22-23	\$ Change	% Change	Fund as % of Budget
Capital Improvement Fund	\$3,177,354	\$1,801,844	\$1,375,510	76.3%	83.1%
Recycling Fund	5,136	3,636	1,500	41.3%	0.1%
Fire Rescue Assessment Fund	21,325	14,325	7,000	48.9%	0.6%
Road Improvement Fund	120,769	124,198	(3,429)	-2.8%	3.2%
Miscellaneous Grants Fund	0	0	0	0.0%	0.0%
ARPA	109,500	19,420	90,080	463.9%	2.9%
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	0	0	0.0%	0.0%
Water Utility Fund	172,771	2,928,930	(2,756,158)	-94.1%	4.5%
Sewer Utility Fund	135,283	2,276,115	(2,140,832)	-73.1%	3.5%
Parking Fund	32,238	20,238	12,000	59.3%	0.8%
Drainage Utility Fund	47,894	218,237	(170,343)	-78.1%	1.3%
Jenada Fund	0	0	0	0.0%	0.0%
Wilton Drive Improvement District	0	0	0	0.0%	0.0%
	\$3,822,270	\$7,406,943	(\$3,584,673)	-48.4%	100%

In FY 2023-24, 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)	\$500,372
Recycling Fund	3,636
Fire Assessment Fund	21,325
Road Improvement Fund	769
Water and Sewer Utilities Fund	118,554
Parking Fund	20,238
Drainage Fund	23,394
	<u>\$688,288</u>

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**Capital Improvement Program
2023-2024 Major Capital Projects**

	Amount
Vehicles, Equipment & Technology	
CRP - PC / Laptop Replacement Plan	\$ 41,250
IT Master Plan recommendations	38,040
Cybersecurity - Redundacy & Disaster Recovery Improvements	150,000
Access Control System Upgrade	18,900
City Hall Audio Visual Upgrade Project	50,000
BS&A Web Migration	75,230
CRP Replace Three (3) Marked Units and One (1) K9 Marked Unit	245,050
CRP Replace Two (2) Unmarked Vehicles	81,600
CRP Replace Police Radios	253,000
PD Fitness Room & Gym Maintenance	6,700
Two (2) Marked Units	119,900
Refrigerated Evidence Locker Replacement	12,900
Ten Solar Stop Signs	15,000
Real-time Video Surveillance Solutions - Updating current City Hall System	100,000
Vehicle - Zoning Inspections	35,000
CRP Duty Truck #14-4551	45,000
CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9593)	55,000
CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9594)	55,000
CRP Courier Vehicle Replacement	35,000
CRP Replace 2013 Ford F-150	35,000
Fire & Burglar Alarm System - Update & Consolidate	30,597
Truck with Dump Bed	69,000
Sewer & Stomwater Pipe Camera	13,000
CRP Replace 2008 Club Car Golf Cart	12,000
Total Vehicles, Equipment & Technology	1,592,167
Facility Repairs/Improvements	
Colohatchee K9 Grass	150,000
ICPP Playground Replacement	150,000
ICPP Roof Replacement	320,000
Colohatchee Expansion Parking Area & Entrance	400,000
Westside Traffic Calming Installation	120,000
Municipal Complex Repairs - Additional Funds	126,000
Facility Repairs/Improvements	1,266,000
Others	
Add'l Add On for Broward Complete Streets for N Andrews Ave	100,000
Library Books	35,000
Others	135,000
Total Major Projects	\$ 2,993,167

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. Additional information can be found on page 381 of this document.

Budgeted Debt Service for FY23-24	Annual Payment	Payoff Date	Principal Balance at End of FY22-23
2020 City Hall General Obligation Refinancing	\$396,268	2/1/2028	\$1,910,211
2021 Mickel/Colohatchee Parks & Utility and Parking refinancing	433,842	12,/1/2030	1,909,000
Totals:	\$830,110		\$3,819,211

The City has never issued bonds, only bank loans. As a result, the City does not have a bond rating.

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 recommended FY23-24 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

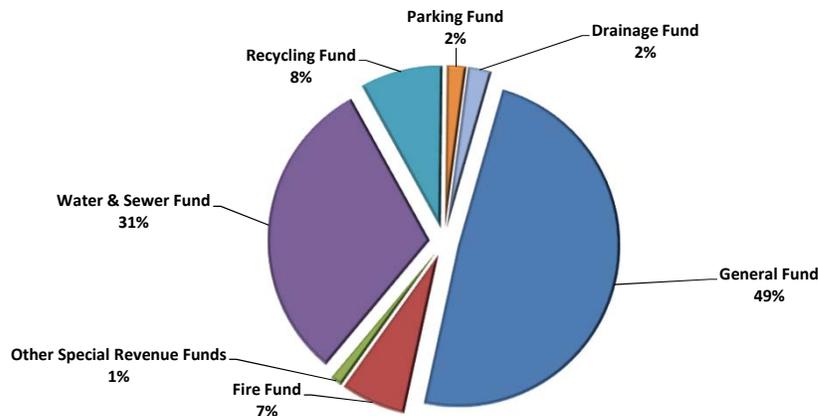
WORKSHEET FOR INTERFUND TRANSFERS:

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	0	0	0	0	0	0	0
450 Drainage Utility	862,475	(25,000)	837,475	4,941	0	0	0	0	0	0	0	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

City of Wilton Manors
Combined Budget Summary by Department
FY2023-2024

	General Fund	Fire Fund	Other Special Revenue Funds	Capital Improvement Fund	Water & Sewer Fund	Recycling & Solid Waste Fund	Drainage Fund	Parking Fund	Total
Revenue by Type:									
Ad Valorem Taxes	\$ 12,390,719	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,390,719
Utility Taxes	2,600,736	-	-	-	-	-	-	-	2,600,736
Franchise Fees	1,545,469	-	-	-	-	-	-	-	1,545,469
Permits, Fees & Special Assessm	415,800	2,954,870	99,020	-	6,500	-	-	-	3,476,190
Intergovernmental	1,700,200	106,980	227,598	-	-	-	-	-	2,034,778
Charges for Services	2,491,997	105,000	1,303,984	-	10,902,382	4,882,200	670,242	1,020,600	21,376,405
Fines and Forfeitures	362,000	-	-	-	-	-	-	226,500	588,500
Miscellaneous Revenues	795,910	67,800	126,250	30,250	289,560	38,200	34,600	47,400	1,429,970
Interfund Transfers In	276,092	-	-	2,364,654	-	-	-	-	2,640,746
Use of Fund Balance/Net Positio	2,365,714	-	109,297	782,450	245,117	18,528	102,200	-	3,623,306
Total Revenues	\$ 24,944,637	\$ 3,234,650	\$ 1,866,149	\$ 3,177,354	\$ 11,443,559	\$ 4,938,928	\$ 807,042	\$ 1,294,500	\$ 51,706,819

	General Fund	Fire Fund	Other Special Revenue Funds	Capital Improvement Fund	Water & Sewer Fund	Recycling & Solid Waste Fund	Drainage Fund	Parking Fund	Total
Expenditures by Department:									
City Commission	\$ 374,083	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 374,083
City Manager	1,784,613	-	-	-	-	-	-	-	1,784,613
City Clerk	400,351	-	-	-	-	-	-	-	400,351
Finance	932,285	-	-	-	-	-	-	-	932,285
Human Resources	761,127	-	-	-	-	-	-	-	761,127
City Attorney	388,509	-	-	-	-	-	-	-	388,509
Information Technology	1,044,678	-	-	373,420	-	-	-	-	1,418,098
Non-Departmental	1,896,908	-	120	500,372	-	-	-	-	2,397,400
Police	8,159,906	-	41,810	782,965	-	-	-	-	8,984,681
Community Development Servic	713,137	-	1,260,050	135,000	-	-	-	-	2,108,187
Emergency Medical Services	1,604,962	-	109,500	-	-	-	-	-	1,714,462
Emergency									
Management/Utilities-Public	200,535	-	3,500	45,000	-	-	-	-	249,035
Leisure Services	4,318,889	-	-	1,340,597	-	-	-	-	5,659,486
Fire Services	-	3,234,650	-	-	-	-	-	-	3,234,650
Road Operations	-	-	341,569	-	-	-	-	-	341,569
Wilton Drive Improvement Distr	-	-	109,600	-	-	-	-	-	109,600
Water & Sewer Utility Operation	-	-	-	-	11,250,899	-	-	-	11,250,899
Drainage Utility Operations	-	-	-	-	-	-	802,101	-	802,101
Solidwaste Operations	-	-	-	-	-	4,869,412	-	-	4,869,412
Parking Operations	-	-	-	-	-	-	-	1,285,525	1,285,525
Interfund Transfers Out	2,364,654	-	-	-	192,660	69,516	4,941	8,975	2,640,746
Total Expenditures	\$ 24,944,637	\$ 3,234,650	\$ 1,866,149	\$ 3,177,354	\$ 11,443,559	\$ 4,938,928	\$ 807,042	\$ 1,294,500	\$ 51,706,819



City of Wilton Manors
Budget Summary by Department - ALL FUNDS
FY2023-2024
As of May 31, 2023

	2021-22	2022-23	2022-23	2023-24
	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ADOPTED BUDGET
Revenue by Type:				
Ad Valorem Taxes	\$ 9,811,301	\$ 11,093,406	\$ 11,093,406	\$ 12,390,719
Utility Taxes	2,258,277	2,433,100	2,433,100	2,600,736
Franchise Fees	-	-	-	1,545,469
Permits, Fees & Special Assessments	5,728,147	5,387,484	5,387,484	4,736,240
Intergovernmental	3,693,539	1,923,620	4,802,863	2,034,778
Charges for Services	16,819,978	17,327,622	17,327,622	20,116,355
Fines and Forfeitures	1,852,679	578,050	578,050	588,500
Miscellaneous Revenues	3,762,667	9,817,259	21,379,700	5,052,216
Interfund Transfers In	-	-	-	276,092
Use of Fund Balance/Net Position	-	-	-	2,365,714
Total Revenues	<u>\$ 43,926,588</u>	<u>\$ 48,560,541</u>	<u>\$ 63,002,225</u>	<u>\$ 51,706,819</u>
Expenditures by Department:				
City Commission	\$ 168,938	329,157	329,157	\$ 374,083
City Manager	1,314,372	2,201,770	2,926,293	1,784,613
City Clerk	293,300	358,876	369,432	400,351
Finance	707,306	858,847	858,847	932,285
Human Resources	599,169	636,767	638,767	761,127
City Attorney	351,457	365,785	365,785	388,509
Information Technology	699,068	1,128,875	1,385,591	1,418,098
Non-Departmental	1,387,474	2,065,124	2,393,973	2,397,400
Police	6,831,921	7,638,881	7,970,997	8,984,681
Community Development Services	1,530,398	1,345,461	1,469,078	2,108,187
Emergency Medical Services	1,418,962	1,558,846	1,558,846	1,604,962
Emergency Management/Utilities-Public Services Division	462,128	264,110	348,774	358,535
Leisure Services	4,000,501	4,738,688	5,592,049	5,708,636
Fire Services	2,787,841	3,036,770	3,235,570	3,234,650
Road Operations	1,019,557	305,893	3,690,823	292,419
Wilton Drive Improvement District	154,736	118,640	156,187	109,600
Water & Sewer Utility Operations	7,803,703	13,847,824	19,991,684	11,250,899
Drainage Utility Operations	471,130	887,782	2,712,427	802,101
Recycling & Solidwaste Operations	3,655,845	3,746,529	3,753,029	4,869,412
Parking Operations	743,105	1,095,705	1,103,905	1,285,525
Interfund Transfers Out	1,377,115	2,030,211	2,151,011	2,640,746
Total Expenditures	<u>\$ 37,778,026</u>	<u>\$ 48,560,541</u>	<u>\$ 63,002,225</u>	<u>\$ 51,706,819</u>

PROPERTY VALUE AND MILLAGE RATE SUMMARY

Based on July 1, 2023 Certified Property Value

2022 Final Gross Taxable Value	\$ 1,885,260,925	Line 7 of DR-420
Increase in 2022 Taxable Value due to Reassessments	213,009,527	
Current Year Adjusted Taxable Value	\$ 2,098,270,452	Line 6 of DR-420
2023 Net New Taxable Value	<u>18,786,430</u>	Line 5 of DR-420
Current Year Gross Taxable Value for Operating Purposes	<u>\$ 2,117,056,882</u>	Lin 4 of DR-420

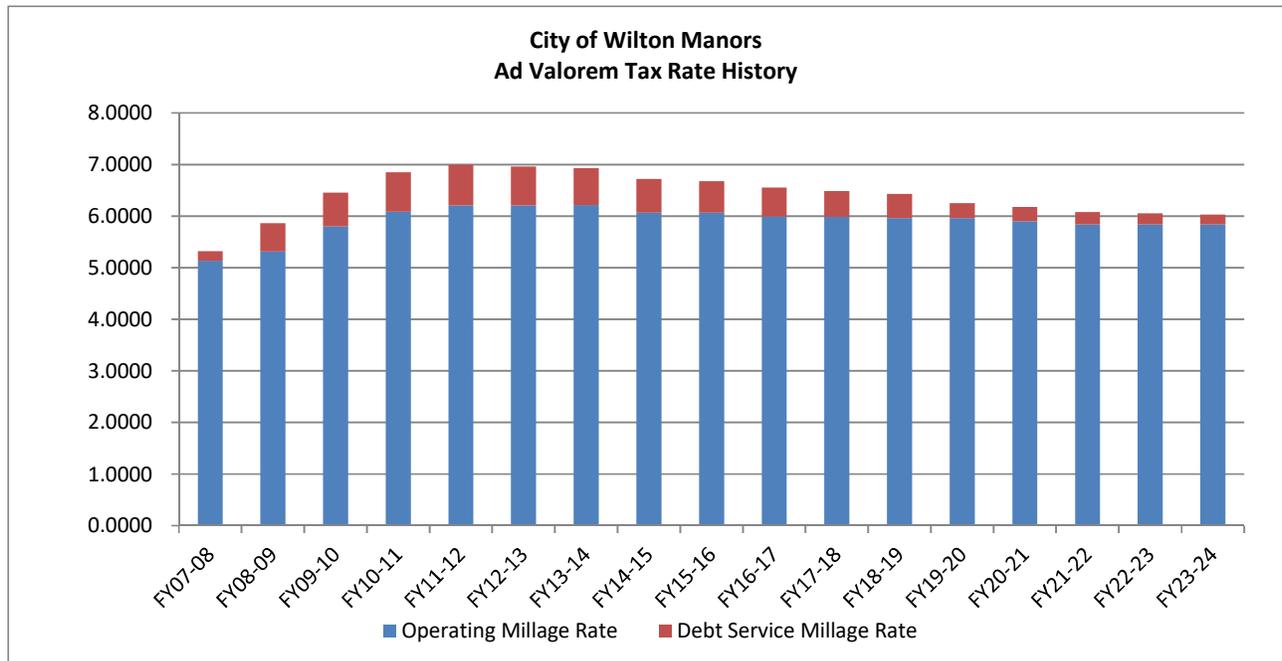
	FY23 TAX RATE	FY23 ROLLED BACK RATE	FY24 PROPOSED TAX RATE	INCREASE (DECREASE) OVER	
				FY22 RATE	ROLLED BACK RATE
Operating Millage	5.8360	5.2435	5.8360	0.00%	11.30%
			MILLS	REVENUES GENERATED	
				GROSS	NET (3% Discount)
PROPOSED FY24 OPERATING MILLAGE BUDGET			5.8360	\$ 12,355,144	\$ 11,984,490
CURRENT YEAR FY23 OPERATING MILLAGE BUDGET			5.8360	\$ 11,002,383	\$ 10,672,311
ROLLED BACK RATE			5.2435	\$ 11,100,890	\$ 10,767,864
2020 CITY HALL GO BOND DEBT SERVICE MILLAGE			0.1929	\$ 408,484	\$ 396,229

	2022-23 Adopted Millage Rates	2023-24 Proposed Millage Rates	Change	% Change
Operating	5.8360	5.8360	0.0000	0.0%
Debt Service - 20 City Hall GO Bond	0.2419	0.1929	(0.0490)	-20.2%
	6.0779	6.0289	(0.0490)	-0.8%

**City of Wilton Manors
FY2023-2024 Budget**

Ad Valorem Tax Rates History

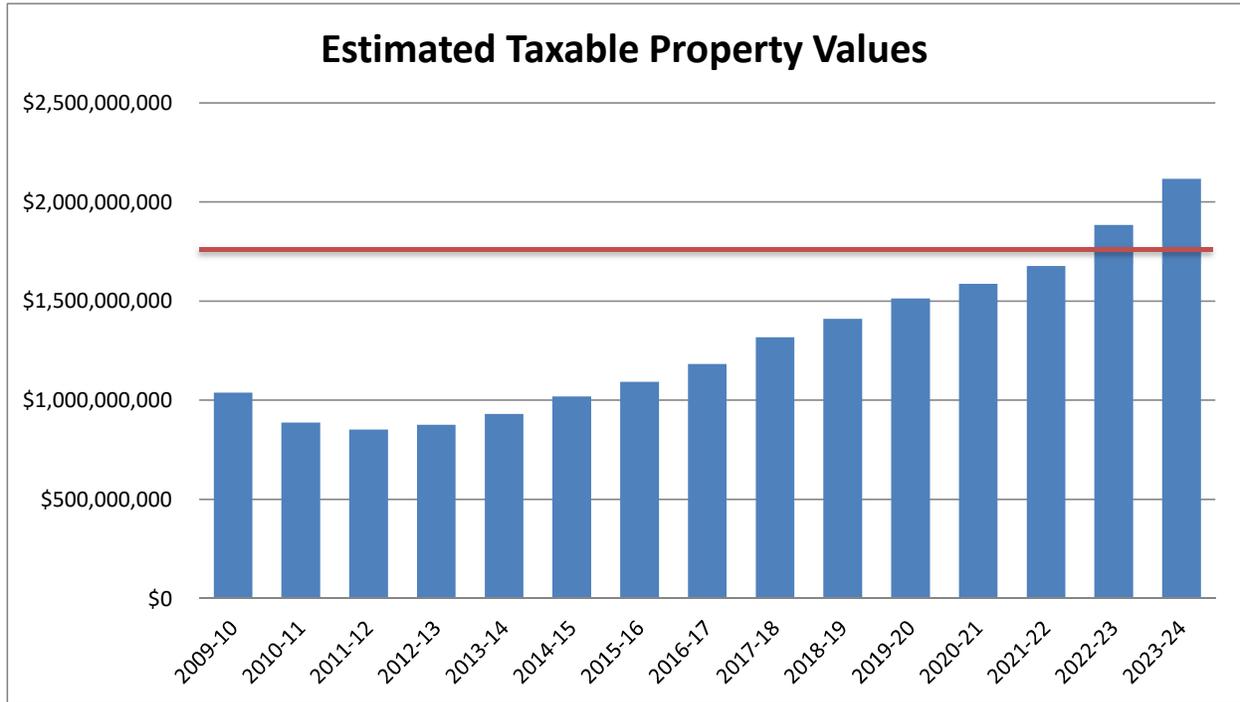
Fiscal Year Ended September 30,	Tax Roll Year	Operating Millage Rate	Debt Service Millage Rate	Total Millage Rate
2008	2007	5.1340	0.1879	5.3219
2009	2008	5.3122	0.5530	5.8652
2010	2009	5.8000	0.6527	6.4527
2011	2010	6.0855	0.7628	6.8483
2012	2011	6.2068	0.7926	6.9994
2013	2012	6.2068	0.7537	6.9605
2014	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
2023	2022	5.8360	0.1929	6.0289



**City of Wilton Manors
FY 2023-24 Budget**

Estimated Actual Taxable Property Value History

Fiscal Year	Estimated Actual Taxable Value	Year-over-Year Change in Taxable Value
2009-10	\$1,039,421,516	
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	\$1,885,260,925	\$208,238,971
2023-24	\$2,117,056,882	\$231,795,957



CITY OF WILTON MANORS

**FISCAL YEAR 2023-2024 ADOPTED BUDGET
STAFFING SUMMARY - ALL FUNDS**

	FY2022-23		FY2023-24	
	Number of Positions	Full Time Equivalents	Number of Positions	Full Time Equivalents
GENERAL FUND				
City Commission	5.00	2.50	5.00	2.50
City Manager	5.00	5.00	5.00	5.00
City Clerk	3.00	2.88	3.00	2.88
Finance	6.45	6.08	6.45	5.83
Human Resources	3.00	3.00	3.00	3.00
City Attorney	0.00	0.00	0.00	0.00
Information Technology & Non-departmental	3.00	2.74	3.00	2.74
Non-Departmental/Citywide	1.00	1.00	1.00	1.00
Police	52.00	51.40	53.00	52.70
Community Development Services	6.30	6.30	6.30	6.30
Emergency Medical Services	0.00	0.00	0.00	0.00
Emergency Management/Public Services	0.25	0.25	0.25	0.25
Leisure Services	58.00	41.73	50.00	39.38
TOTAL GENERAL FUND	143.00	122.87	136.00	121.57
SPECIAL REVENUE FUNDS				
Fire	2.70	2.70	1.70	1.70
Road Improvement	0.00	0.00	0.00	0.00
TOTAL SPECIAL REVENUE FUNDS	2.70	2.70	1.70	1.70
TOTAL GOVERNMENTAL FUNDS	145.70	125.57	137.70	123.27
ENTERPRISE FUNDS				
Water & Sewer Utility Funds	9.75	9.75	9.75	9.75
Drainage	2.00	2.00	2.00	2.00
Recycling	1.50	1.50	1.50	1.50
Parking	0.05	0.05	0.05	0.05
TOTAL ENTERPRISE FUNDS	13.30	13.30	13.30	13.30
TOTAL - ALL FUNDS	159.00	138.87	151.00	136.57

**CITY OF WILTON MANORS
FUND BALANCE ANALYSIS
FY2023-2024 BUDGET**

	General Fund	Fire Fund	Special Revenue Funds (Aggregate)	Capital Improvement Fund	Water & Sewer Utility Funds	Solid Waste & Recycling Fund	Parking Fund	Drainage Fund	TOTAL
Fund Balance/Net Position, October 1, 2022	\$ 9,986,359	\$ 846,630	\$ 789,534	\$ 1,254,952	\$ 24,027,357	\$ (155,852)	\$ 3,041,633	\$ 2,867,086	\$ 42,657,699
Fiscal Year 2022-23 (Estimate)									
Revenues/Sources (Estimate)	21,407,607	3,019,204	9,447,690	1,336,846	9,637,022	3,841,880	1,104,680	580,630	50,375,559
Expenditures/Uses	22,886,751	3,022,445	9,526,477	1,338,366	14,307,648	3,803,223	915,798	1,214,598	57,015,306
FY2023 Change in Fund Balance	(1,479,144)	(3,241)	(78,787)	(1,520)	(4,670,626)	38,657	188,882	(633,968)	(6,639,747)
Fund Balance, September 30, 2023	8,507,215	843,389	710,747	1,253,432	19,356,731	(117,195)	3,230,515	2,233,118	36,017,952
Fiscal Year 2023-24 Budget									
Revenues/Sources	22,825,087	3,321,417	496,772	2,372,904	11,198,442	4,820,400	1,294,500	704,842	47,034,364
Expenditures/Uses	24,941,571	3,161,293	583,160	2,720,182	11,325,005	4,766,579	1,113,494	783,648	49,394,932
FY24 Change in Fund Balance	(2,116,484)	160,124	(86,388)	(347,278)	(126,563)	53,821	181,006	(78,806)	(2,360,568)
Fund Balance, September 30, 2024 (Estimated)	\$ 6,390,731	\$ 1,003,513	\$ 624,359	\$ 906,154	\$ 19,230,168	\$ (63,374)	\$ 3,411,521	\$ 2,154,312	\$ 33,657,384
Fund Balance/Net Position:									
Net investment in capital assets	\$ -	\$ -	\$ -	\$ -	\$ 16,759,640	\$ 78,050	\$ 1,146,141	\$ 1,140,123	\$ 19,123,954
Non-spendable	310,812	-	6,716	1,470	-	-	-	-	318,998
Restricted	542,714	1,003,513	617,643	-	431,194	-	-	-	2,595,064
Committed	-	-	-	904,684	-	-	-	-	904,684
Assigned	548,891	-	-	-	-	-	-	-	548,891
Unassigned/Unrestricted	4,988,314	-	-	-	2,039,334	(141,424)	2,265,380	1,014,189	10,165,793
Total	\$ 6,390,731	\$ 1,003,513	\$ 624,359	\$ 906,154	\$ 19,230,168	\$ (63,374)	\$ 3,411,521	\$ 2,154,312	\$ 33,657,384

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 Balance at September 30, 2024 is 20% of budgeted operating expenditures, excluding transfers.

The General Fund balance is estimated to be 24.8% lower at the end of FY 2023-24 than FY 2022-23. This is a result of expenditure savings in FY 2021-22 being used to fund non-recurring expenditures for FY 23-24. The increase in Fire Fund and Capital Improvement fund balance is due to the reserving of funds for future capital replacement. The increase in Solid Waste and Recycling fund balance is to recupe overexpenditures in prior year. The increase in the Water & Sewer Utilities and Drainage Fund is to begin refunding reserves for future infrastructure improvements.

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 February 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 March 2023.

On February 23, 2023, the Goals & Objectives/Strategic Plan workshop between the City Commission, City Manager, and City staff. During this meeting, the City Commission reviewed the strategic plan gained consensus on the Commission's top priorities for FY 2023-24. These priorities, aligned to the Strategic Plan, were to be used by staff in developing the FY 2023-24 budget.

In early March, data on prior year appropriations, and personnel cost projections were distributed to the City departments by the Finance department. Each department director must then compile a budget request for recurring operating expenses 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. In April, the City Manager meets with each department to review the department's budget requests for the new year.

The personnel, benefits, utility, and other city-wide budgets are prepared and entered in May. In June, the City Manager reviews and approves select budget and capital requests for inclusion in the budget. Approval is based on alignment with the strategic plan. The recommended budget is then finalized and a draft budget book is prepared for review.

In early July, the City Manager submits to the Wilton Manors City Commission a proposed capital and operating budget for the upcoming fiscal year. From late July through September, the proposed budget is discussed during City Commission budget workshops and hearings, and staff and board meetings. The budget workshops provide City Commission an opportunity to review the budget, ask questions, and ensure that the recommended budget is aligned with the strategic plan and is in 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.

Before 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 millage rates, special assessment rates, and the budget. These resolutions are discussed at public hearings during the last two weeks of, and during the month of September. During the public hearings, public input is requested 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 also approve supplemental appropriation of revenues and expenditures during the year.

Budget amendments are presented to the City Commission on a quarterly basis and include an amended budget resolution. The final budget amendment is adopted within sixty days of the end of that fiscal year. Each 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. Financial statements, including comparisons to budget, are presented to the City Commission and the Financial Advisory Board on a quarterly basis.

Capital Budget Process

The department directors submit annually their request for new and replacement capital for current and future year capital purchases, which are incorporated as part of the Five-Year Capital Budget. The Finance Director reviews the current year requests for completeness and calculates financial return statistics as appropriate. The department directors reviews them with the City Manager at their budget review meeting in April.

The City Manager and the Finance Director review and ranks importance of each request, taking into consideration life & safety; strategic plan goals & objectives; condition of existing asset; and needs of residences. Current year capital requests approved for funding by the City Manager become part of the recommended budget. Those that are not, are moved to the next year in the City's Capital Improvement Plan.

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 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, 2022, the General Fund unassigned fund balance was \$6,782,306 – 35.6% of actual General Fund operating expenditures for FY2021-22, and 20.0% of the General Fund operating expenditures budget for FY2023-24.

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.

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.
 4. **Building Fund** – accounts for the issuance and inspection of building permits. Funding for this fund is derived from fees charged for services provided by this fund.

Proprietary Fund Type

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

Governmental Funds		
General Funds (major fund)	Special Revenue Funds	CIP Fund
<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • America Recovery Plan Act • Fire Assessment Fund • Sales Surtax • Road Improvement <ul style="list-style-type: none"> - Public Services - Parks & Facilities • Miscellaneous Grants <ul style="list-style-type: none"> - Library - Police - Leisure Services • Federal/State Forfeiture & Training Funds <ul style="list-style-type: none"> - Police • Jenada Assessment Fund • Wilton Drive Improvement District Fund 	<ul style="list-style-type: none"> • General Fund Capital Improvement Fund

ENTERPRISE FUNDS			
Water & Sewer Utility Funds (major funds)	Parking Fund (major fund)	Drainage Fund	Recycling Fund
<ul style="list-style-type: none"> • Emergency Mgt./Utilities Dept. - Water & Sewer Division 	<ul style="list-style-type: none"> • Parking Program (contracted with Lanier Parking) 	<ul style="list-style-type: none"> • Emergency Mgt./Utilities Dept. - Streets/Drainage Division 	<ul style="list-style-type: none"> • Emergency Mgt./Utilities Department - Recycling Division

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Life's Just Better Here

City of Wilton Manors Five-Year Strategic Plan Process Fiscal Year 2023-2024

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. Key performance indicators (KPI) can be found on page A-XX.

City of Wilton Manors, Florida

Strategic Plan 2021 – 2026

August 2021



Prepared for the City of Wilton Manors by Management Partners



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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.

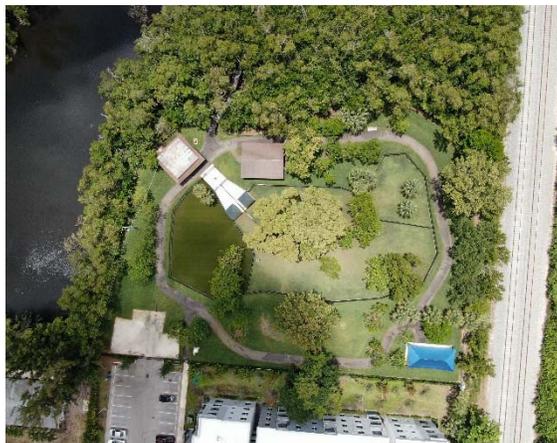
Organizational Values

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



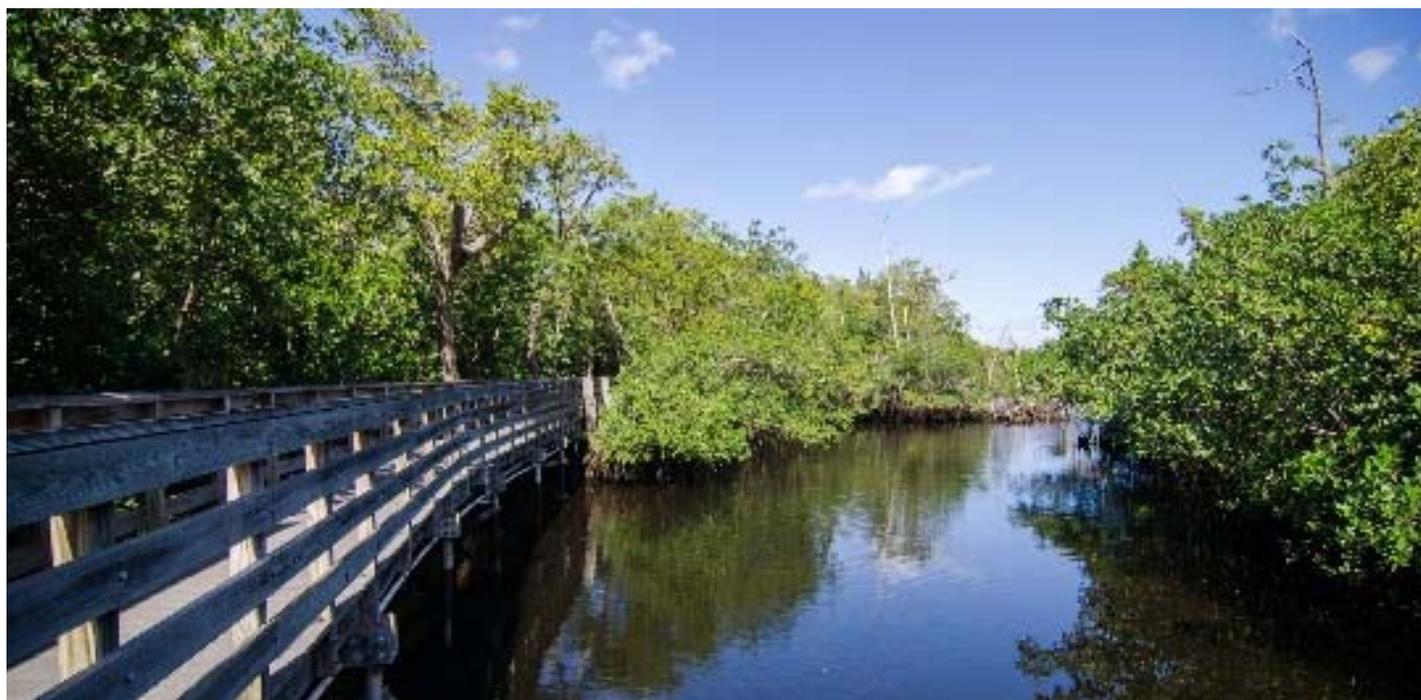
Goal F. Improve Environmental Sustainability

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.



FY 2021 – 2026 Strategic Plan Performance Report

OCTOBER 24, 2023



Life's Just Better Here

Goal A. Advance Infrastructure Improvements



Life's Just Better Here

Wastewater Infrastructure

Average daily flow (MGD) compared to FLL expected daily flow (MGD)

Goal: Reach 1.8 MGD by 12/31/24

	FY 20/21	FY 21/22	FY 22/23
FLL Average daily wastewater flow, MGD	1.751	2.094	2.316
LS #11 Average daily flow, MGD	2.150	2.100	2.265
FDEP Expected daily wastewater flow, MGD	1.800	1.800	1.800
FLL Allocated Daily wastewater flow, MGD	1.980	1.980	1.980



Millions of gallons of water purchased compared to millions of gallons of sewage delivered

Goal: Total wastewater gallons delivered at 90% of water purchased gallons

	FY 20/21	FY 21/22	FY 22/23
Gallons of wastewater delivered, MG	639,176	764,171	863,173
Gallons of water purchased, MG	498,901	495,609	764,605
	128.12%	154.19%	112.89%



Goal A. Advance Infrastructure Improvements



Life's Just Better Here



Roads Infrastructure

Average age of City-owned roads

Goal: Average age of City-owned roads 20 years or less

	FY 20/21	FY 21/22	FY 22/23
9/30/2000 111,672 LF Paved	21	22	22.42
9/30/2008 11,880 LF Paved	13	14	14.42
8/31/2023 31,174 LF	N/A	N/A	0
Average	20.23	21.23	17.29

Goal B. Promote Economic Development



Life's Just Better Here

Annual Business Licenses

Variance in number of business licenses issued/closed



Goal: Three (3) percent increase in business licenses annually

	FY 20/21	FY 21/22	FY 22/23
Number of Business License Renewals	1,101	947	806
Number of New Business Licenses Issued	29	26	54
Number of Business Licenses Closed	98	115	145
Net Number of Business Licenses	1,032	858	715

Number of Dollars Invested Within the City

Number of building permits issued and total job costs



Goal: An increase of 3% or greater of dollars invested within the City

	FY 20/21	FY 21/22	FY 22/23
Number of Building Permits Issued	1,524	1,529	1,598
Total Job Cost for all Permits	\$28,525,484	\$29,637,201	\$36,885,942

Goal B. Promote Economic Development



Life's Just Better Here

Taxable Property Value Citywide

Change in Adjusted Taxable Values Compared to Countywide Average

Goal: Increase property values by 3% annually



	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Total Taxable Value	\$1,597,557,407	\$1,688,224,486	\$1,887,880,081	\$2,117,056,882
Net New Taxable Value	\$10,152,690	\$9,554,520	\$4,112,400	\$18,786,430
Adj Taxable Value	\$1,587,404,717	\$1,678,669,966	\$1,883,767,681	\$2,098,270,452
Change in ATV	\$88,894,664	\$91,265,249	\$296,362,964	\$419,600,486
% Change in ATV	5.60%	5.70%	12.33%	11.30%
Broward County Average % Change	4.79%	4.47%	10.00%	10.11%

Goal B. Promote Economic Development



Life's Just Better Here

Mixed Use Square Footage and Taxable Value

Change in square footage and taxable values

Goal: TBD



	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Use Code 12 - Mixed Use				
Square Feet	240,344	240,344	240,344	240,344
Taxable Value	\$21,135,840	\$21,053,430	\$23,757,670	\$25,018,610

Goal C. Enhance Quality of Life and Livability



Life's Just Better Here

Number of Accidents Involving Pedestrians and Cyclists

Reduction in number of accidents

Goal: 0



	FY 20/21	FY 21/22	FY 22/23
Number of accidents involving pedestrians	13	13	22
Number of accidents involving cyclists	3	6	9

Number of Traffic Citations Issued

Number of traffic citations

	FY 20/21	FY 21/22	FY 22/23
	745	1237	1683

Goal C. Enhance Quality of Life and Livability



Life's Just Better Here

Active Code Cases

Change in number of code cases and open code cases

	FY 20/21	FY 21/22	FY 22/23
Number of code cases	1,211	1,769	2,505
Number of open code cases	45	163	459

Goal C. Enhance Quality of Life and Livability



Life's Just Better Here

Recreational Program Participants

Number of recreation programs available to residents

Goal: Increase number of participants by 3%



	FY 20/21	FY 21/22	FY 22/23
Membership Visits	18,147	20,474	16,193
Youth Programs	9,461	14,018	11,363
Adult / Senior Programs	7,784	12,224	10,182

Goal D. Cultivate Efficient & High Performing Work Force



Life's Just Better Here

Employee Turnover

Change in employee turnover

Goal: Reduce turnover by 2% annually



	FY 20/21	FY 21/22	FY 22/23
Overall Turnover %	18.1%	19.7%	22.0%
Full-time Turnover %	15.7%	17.1%	19.0%
Part-time Turnover %	32.2%	29.0%	30.0%
Number of employees that resigned/ retired/ terminated	27	28	35

Goal E. Exhibit Fiscal Responsibility



Life's Just Better Here

General Fund Unassigned Fund Balance

Budgeted unassigned fund balance remains within 15% to 20% of budgeted expenditures
 Goal: Budgeted unassigned fund balance is within 15% to 20% of budgeted expenditures



	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Budgeted GF Unassigned FB as % of Expenditures	15%	15%	20%

71

The amount of unassigned fund balance used to balance the adopted General Fund budget

Goal: Zero unassigned fund balance dollars are used to balance the adopted general fund budget



	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Unassigned fund balance used to balance GF at adoption	0	0	0 *

* \$1.5 million of non-recurring dollars was used to fund projects that would not have been funded otherwise

Goal E. Exhibit Fiscal Responsibility



Life's Just Better Here

External Audit Comment

Number of comments received in the annual external audit

Goal: Zero comments received in the annual external audit

Number of Audit Comments

	FY 20/21	FY 21/22	FY 22/23
	0	0	0



Grant Awards Received

Number of grant awards received each year

Goal: Increase number of grants received by 10% annually

Number of grant awards received
Grant dollars awarded

	FY 20/21	FY 21/22	FY 22/23
Number of grant awards received	10	9	9
Grant dollars awarded	\$832,469	\$1,083,232	\$3,104,784



Goal F. Improve Environment Sustainability



Life's Just Better Here

Recycling Contamination

Percent of recycling that is contaminated

Goal: No more than 10% of recycling is contaminated



FY 20/21	FY 21/22	FY 22/23
27.55%	36.91%	31.15%

Recycling Contamination

Fuel Consumption

Fuel consumption in gallons

Goal: Reduce fuel consumption by 2% annually



FY 20/21	FY 21/22	FY 22/23
47,239	46,738	45,521
45,209	44,498	42,915
2,030	2,240	2,606

Total Fuel Consumption (gallons)

Unleaded

Diesel



Life's Just Better Here

FY 2023-24 Budget Update

FY 2023-24 BUDGET BY STRATEGIC GOAL

Assumptions



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Taxable property values increase – 11.30%	Property insurance – 80.0%
Millage rate remains flat	Fire services – 2.96%
Budgeted General Fund Balance – 20% max	Water purchases – 10.0% estimated
Remaining funds from prior year - \$1.8m	Sewer services – 10.0% estimated
COLA – 6% & Merit – up to 3%	Solid waste & recycling services – 20.0% estimated
Medical insurance – 22%	Contract or estimated inflationary increases – CPI 10.5%, April 2023
Pension contribution – 17% average	



Life's Just Better Here

Combined Budget Summary

FY23-24 All-Funds Budget, Summary By Fund

Fund	Requested FY23-24	Adopted FY22-23	\$ Change	% Change	Fund as % of Budget
General Fund	\$25,176,770	\$22,886,751	\$2,290,019	10.01%	48.41%
Capital Improvement Fund	3,255,554	1,801,841	1,453,713	80.68%	6.26%
American Rescue Plan Act	109,500	19,420	90,080	463.85%	0.21%
Recycling & Solid Waste Fund	4,838,928	3,845,494	993,434	25.83%	9.30%
Fire Rescue Assessment Fund	3,321,417	3,036,770	284,647	9.37%	6.39%
Surtax Fund	1,050	2,760	(1,710)	-61.96%	0.00%
Building Fund	1,260,050	0	1,260,050	100.00%	2.42%
Road Improvement Fund	340,519	370,574	(30,055)	-8.11%	0.65%
Miscellaneous Grants Fund	120	120	0	0.00%	0.00%
Federal Police Forfeiture Fund	26,810	17,800	9,010	50.62%	0.05%
Police Training & Education Fund	2,000	1,000	1,000	100.00%	0.00%
State Police Forfeiture Fund	13,000	16,500	(3,500)	-21.21%	0.02%
Water Utility Fund	6,087,020	7,152,584	(1,065,564)	-14.90%	11.70%
Sewer Utility Fund	5,356,539	7,284,734	(1,928,195)	-26.47%	10.30%
Parking Fund	1,294,500	1,104,680	189,820	17.18%	2.49%
Drainage Utility Fund	807,042	892,723	(85,681)	-9.60%	1.55%
Jenada Fund	3,500	8,150	(4,650)	-57.06%	0.01%
Wilton Drive Improvement District	109,600	118,640	(9,040)	-7.62%	0.21%
	\$52,003,919	\$48,560,541	\$3,443,378	7.09%	100%



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Strategic Plan Goals

A. Advance Infrastructure Improvements

- Information technology/telecommunications improvements \$ 373,000
- Westside traffic calming \$ 120,000
- Water, sewer, & drainage systems maintenance* \$1,784,000

* Infrastructure master plan will be funded through WIFIA

B. Promote Economic Development

- Andrews Ave marketing & business recruitment \$ 80,000
- Promote business retention and attraction \$ 60,000
- Promote Wilton Manors as a tourist destination \$ 32,000

Not intended to be an exhaustive list of all items budgeted.



Life's Just Better Here

Strategic Plan Goals

C. Enhance Quality of Life and Livability

- Proactive Public Safety
- Public art & Beautification
- Support Recreation and Open Space Programs and Initiatives

\$844,000

\$ 30,000

\$1,316,000

Not intended to be an exhaustive list of all items budgeted.



Life's Just Better Here

Strategic Plan Goals

D. Cultivate Efficient and High Performing Governments

- Identify Operational Efficiencies and Improvements for

City Departments and Programs

- Enhance Internal and External Communication
- Ensure the City is Competitive in Attracting and Retaining a Diverse, High-Quality Workforce

\$ 70,000

\$ 158,000

\$1,714,000

Not intended to be an exhaustive list of all items budgeted.



Life's Just Better Here

Strategic Plan Goals

E. Exhibit Fiscal Responsibility

- Reduce utility transfer

\$144,150

F. Improve Environmental Sustainability

- Advance City's Climate Resiliency Plan
- Reduce the City's Carbon Footprint by at Least 1%
Each Year through 2028

\$ 145,000

\$ 25,000

Not intended to be an exhaustive list of all items budgeted.

Commission's Goals



Life's Just Better Here

Employee Training	\$ 198,000
Beautification	\$ 212,000
Marketing the City	\$ 328,000
Transportation & Traffic Issues	\$ 340,000
Technology	\$ 373,000
Infrastructure	\$1,784,000

Not intended to be an exhaustive list of all items budgeted.

**CITY OF WILTON MANORS
BUDGET TIMETABLE - PUBLIC MEETINGS
FISCAL YEAR 2023-24**

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

Date	Time	Location	Event
Thursday, February 23, 2023	6:30 PM	Chambers	First City Commission Budget Workshop - Goals & Objective & Strategic Plan
Tuesday, July 11, 2023	6:30 PM	Chambers	Budget Workshop with Commission
Wednesday, July 19, 2023	6:30 PM	Chambers	Review Recommended Budget with Financial Advisory Board
Wednesday, July 26, 2023	6:30 PM	Chambers	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)
Tuesday, August 22, 2023	6:30 PM	Chambers	Third City Commission Budget Workshop (Prior to regularly-scheduled Commission meeting).
Wednesday, September 13, 2023	6:30 PM	Chambers	First Public Hearing on Proposed Budget and Millages, and Final Public Hearing on the Special Assessments.
Tuesday, September 26, 2023	6:30 PM	Chambers	Final Budget Public Hearing - Adoption of Final Budget and Millages.
Sunday, October 1, 2023			First Day of the New Year

5/22/2023

CITY OF WILTON MANORS
BUDGET TIMETABLE
FISCAL YEAR 2023-24
Revised 5/3/2023

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

Date	Time	Location	Event
Wednesday, February 1, 2023			Distribute FY 23-24 New Budget Request forms to departments
Thursday, February 23, 2023	6:30 PM	Chambers	First City Commission Budget Workshop - Goals & Objective & Strategic Plan
Tuesday, February 28, 2023	6:00 PM	Finance	Completed New Budget Request forms sent to Finance
Wednesday, March 1, 2023			Budget Software Unlocked for Department Budget Entry; Budget Forms Distributed to Department Directors
Thursday, March 16, 2023			Any requested personnel changes submitted to Human Resources for approval
Thursday, March 30, 2023			Requested Budget Due to Finance Department; Budget Software Locked (Must have prior HR approval for any requested personnel changes.)
Thursday, April 6, 2023	9:00 AM	EOC	HR and Finance review personnel requests with City Manager
Tuesday, April 18, 2023	10:30 AM	EOC	Departmental Review with City Manager - City Commission, City Manager, City Clerk, City Attorney and non-departmental
Tuesday, April 18, 2023	1:30 PM	EOC	Departmental Reviews with City Manager - Human Resources Department, Finance, Parking and Revenues
Wednesday, April 19, 2023	9:00 AM	EOC	Departmental Review with City Manager - Community Development Services.
Thursday, April 20, 2023	10:30 AM	EOC	Departmental Review with City Manager - Police Department
Thursday, April 20, 2023	1:30 PM	EOC	Departmental Review with City Manager - Leisure Services Department
Tuesday, April 25, 2023	8:30 AM	EOC	Departmental Review with City Manager - Emergency Mgmt / Utilities Department
Sunday, May 21st through Wednesday May 24th			GFOA Annual Conference (Finance Director)
Thursday, June 1, 2023			Property Appraiser notifies taxing authorities of estimate of taxable value. Statutory deadline is June 1st.
Monday, June 5, 2023	8:00 AM	EOC	Finalize budget requests to be included in budget
Saturday, June 24th through Wednesday, June 28th			FGFOA Annual Conference (Asst Finance Director & Accountant)
Saturday, July 1, 2023			Property Appraiser submits Certification of Values to ad valorem taxing authorities.
Monday, July 10, 2023			Recommended Budget Distributed to City Commission, City Departments, and Financial Advisory Board
Tuesday, July 11, 2023	6:30 PM	Chambers	Budget Workshop with Commission
Wednesday, July 19, 2023	6:30 PM	Chambers	Review Recommended Budget with Financial Advisory Board
Wednesday, July 26, 2023	6:30 PM	Chambers	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)

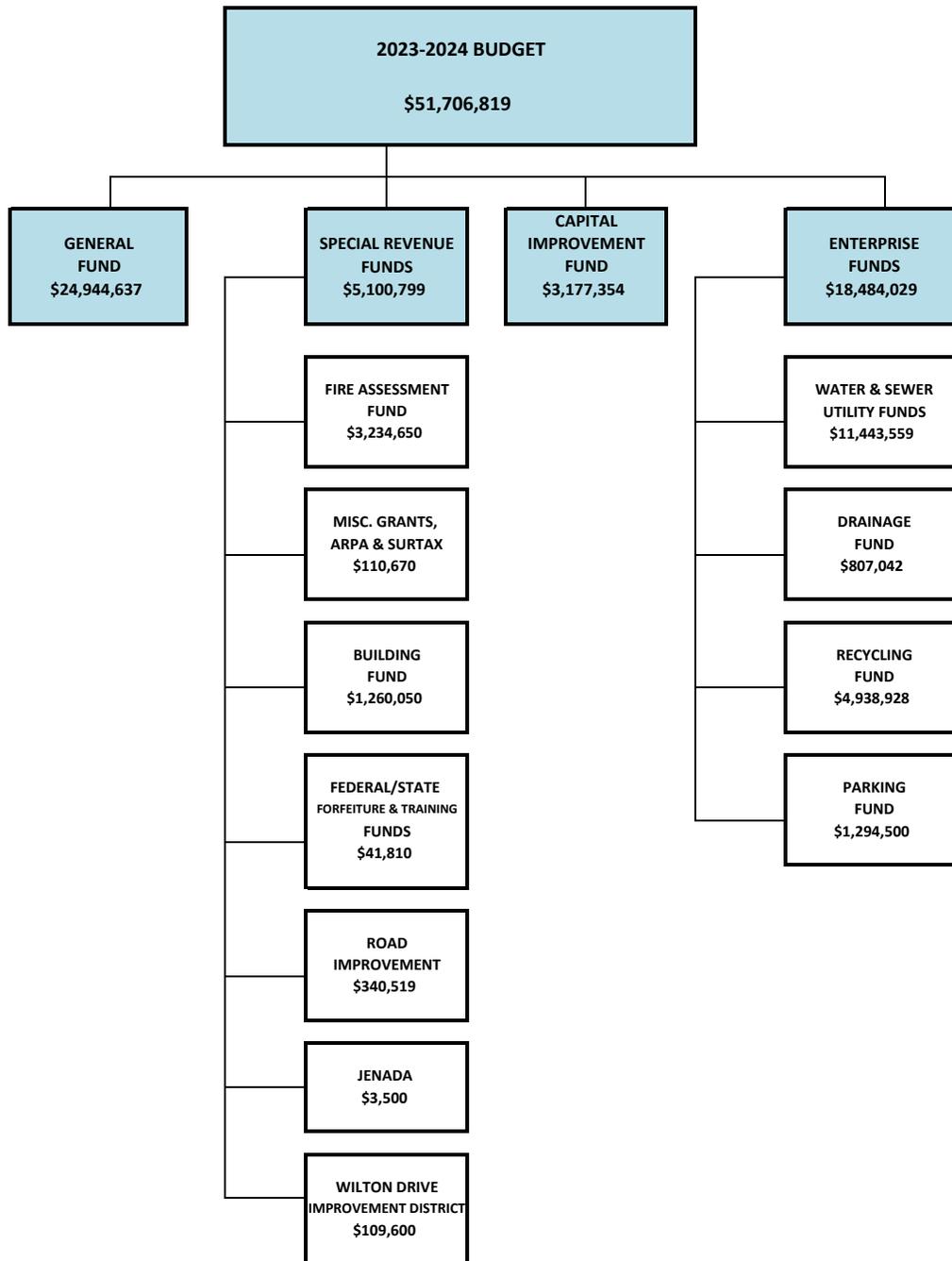
**CITY OF WILTON MANORS
BUDGET TIMETABLE
FISCAL YEAR 2023-24
Revised 5/3/2023**

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

Date	Time	Location	Event
TBF		School Board Office	Broward County School Board First Public Hearing Date
Friday, August 4, 2023			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.
Sunday, August 13, 2023			Property Appraiser begins to mail Proposed Property Tax Notices (TRIM Notices).
Wednesday, September 6, 2023			Advertisement in Sun-Sentinel of September 13th Final Public Hearing for Fire and Jenada Special Assessments.
Tuesday, August 22, 2023	6:30 PM	Chambers	Third City Commission Budget Workshop (Prior to regularly-scheduled Commission meeting).
Thursday, September 7, 2023		Broward Commission Chambers	Broward County Commission First Public Hearing Date
Tuesday, September 12, 2023		School Board Office	Broward County School Board Final Public Hearing
Wednesday, September 13, 2023	6:30 PM	Chambers	First Public Hearing on Proposed Budget and Millages, and Final Public Hearing on the Special Assessments.
Tuesday, September 19, 2023		Broward Commission Chambers	Broward County Commission Final Public Hearing Date
Friday, September 22, 2023			Advertisement in Sun-Sentinel of Final Public Hearing for millages and budget.
Tuesday, September 26, 2023	6:30 PM	Chambers	Final Budget Public Hearing - Adoption of Final Budget and Millages.
Sunday, October 1, 2023			First day of the new year
Sunday, October 1, 2023			Last day to deliver the resolution adopting final millage to Property Appraiser, Tax Collector, and Department of Revenue.
Sunday, October 1, 2023			Tax Roll Certified to Revenue Collector Except for Value Adjustment Board Cases
Sunday, October 1, 2023			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.

5/3/2023

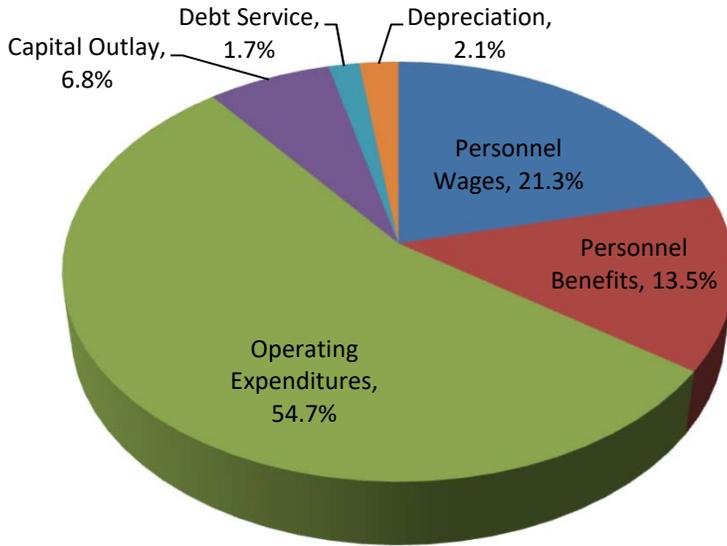
CITY OF WILTON MANORS
FUND STRUCTURE OVERVIEW - REVENUE



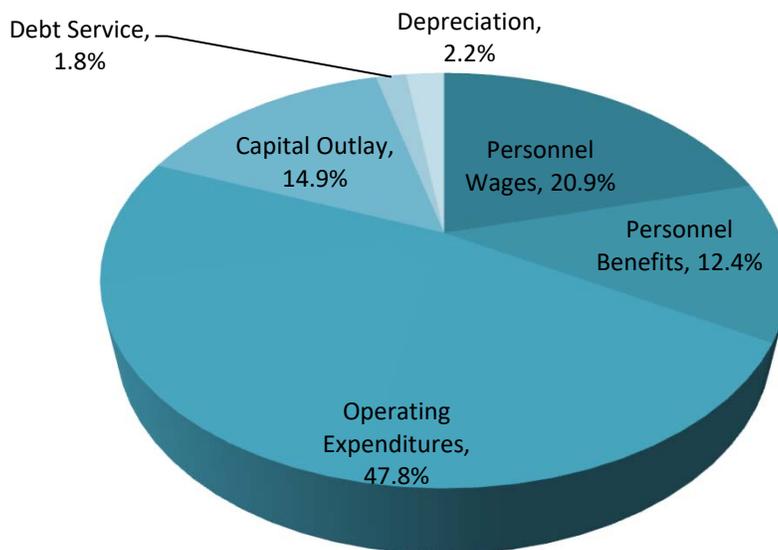
CITY OF WILTON MANORS, FLORIDA

EXPENDITURES BY OBJECT - ALL FUNDS

FISCAL YEAR 2023-2024 - \$51,706,819



FISCAL YEAR 2022-2023 - \$48,560,541



CITY OF WILTON MANORS, FLORIDA

**EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2023-2024 BUDGET**

	FY2021-22 ACTIVITY	FY2022-23 ADOPTED BUDGET	FY2022-23 AMENDED BUDGET	FY2022-23 ACTIVITY THRU 5/31/23	FY2023-24 ADOPTED BUDGET
GENERAL FUND					
Personnel Wages	\$ 7,596,617	\$ 8,760,617	\$ 8,760,617	\$ 5,468,722	\$ 9,340,791
Personnel Benefits	4,806,743	5,176,855	5,176,855	3,973,771	5,873,460
Total Wages and Benefits	12,403,360	13,937,472	13,937,472	9,442,493	15,214,251
Operating Expenditures	5,625,138	6,947,516	7,579,099	3,985,487	6,692,586
Capital Outlay	-	-	-	-	-
Debt Service	-	673,927	673,927	659,982	673,146
Sub-Total	18,028,498	21,558,915	22,190,498	14,087,962	22,579,983
Transfers In/Out	414,702	1,327,836	1,448,636	1,327,836	2,364,654
TOTALS	\$ 18,443,200	\$ 22,886,751	\$ 23,639,134	\$ 15,415,798	\$ 24,944,637
AMERICAN RESCUE PLAN ACT					
Personnel Wages	\$ 257,500	\$ -	\$ -	\$ -	\$ -
Personnel Benefits	19,544	-	-	-	-
Total Wages and Benefits	277,044	-	-	-	-
Operating Expenditures	-	-	-	-	-
Capital Outlay	-	19,420	104,084	-	109,500
Sub-Total	277,044	19,420	104,084	-	109,500
Transfers In/Out	340,493	-	5,660,706	99,520	-
TOTALS	\$ 617,537	\$ 19,420	\$ 5,764,790	\$ 99,520	\$ 109,500
FIRE ASSESSMENT					
Personnel Wages	\$ 137,492	\$ 214,168	\$ 214,168	\$ 96,024	\$ 165,061
Personnel Benefits	170,880	185,460	185,460	65,301	196,453
Total Wages and Benefits	308,372	399,628	399,628	161,325	361,514
Operating Expenditures	2,413,269	2,622,817	2,622,817	1,745,407	2,851,811
Capital Outlay	66,200	14,325	213,125	1,022	21,325
Sub-Total	2,787,841	3,036,770	3,235,570	1,907,754	3,234,650
Transfers In/Out	3,968	-	-	-	-
TOTALS	\$ 2,791,809	\$ 3,036,770	\$ 3,235,570	\$ 1,907,754	\$ 3,234,650
SURTAX FUND					
Capital Outlay	\$ 593,837	\$ 2,760	\$ 3,216,856	\$ 365,237	\$ 1,050
Sub-Total	593,837	2,760	3,216,856	365,237	1,050
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 593,837	\$ 2,760	\$ 3,216,856	\$ 365,237	\$ 1,050
MISCELLANEOUS GRANTS					
Personnel Wages	\$ 27,195	\$ -	\$ -	\$ -	\$ -
Personnel Benefits	1,998	-	-	-	-
Total Wages and Benefits	29,193	-	-	-	-
Operating Expenditures	20,871	120	95,120	45,061	120
Capital Outlay	32,979	-	-	216	-
Sub-Total	83,043	120	95,120	45,277	120
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 83,043	\$ 120	\$ 95,120	\$ 45,277	\$ 120
BUILDING FUND					
Personnel Wages	\$ -	\$ -	\$ -	\$ -	\$ 121,900
Personnel Benefits	-	-	-	-	78,367
Total Wages and Benefits	-	-	-	-	200,267
Operating Expenditures	-	-	-	-	1,059,783
Sub-Total	-	-	-	-	1,260,050
Transfers In/Out	-	-	-	-	-
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ 1,260,050

CITY OF WILTON MANORS, FLORIDA

**EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2023-2024 BUDGET**

	FY2021-22 ACTIVITY	FY2022-23 ADOPTED BUDGET	FY2022-23 AMENDED BUDGET	FY2022-23 ACTIVITY THRU 5/31/23	FY2023-24 ADOPTED BUDGET
FEDERAL POLICE FORFEITURE					
Operating Expenditures	\$ 1,000	\$ 17,800	\$ 17,800	\$ 1,000	\$ 26,810
Capital Outlay	-	-	-	-	-
Sub-Total	1,000	17,800	17,800	1,000	26,810
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 1,000	\$ 17,800	\$ 17,800	\$ 1,000	\$ 26,810
POLICE TRAINING & EDUCATION					
Operating Expenditures	\$ 325	\$ 1,000	\$ 1,000	\$ 520	\$ 2,000
Capital Outlay	-	-	-	-	-
Sub-Total	325	1,000	1,000	520	2,000
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 325	\$ 1,000	\$ 1,000	\$ 520	\$ 2,000
ROAD IMPROVEMENT					
Operating Expenditures	\$ 196,284	\$ 246,376	\$ 387,301	\$ 75,718	\$ 219,750
Capital Outlay	5,569	124,198	154,107	3,813	120,769
Sub-Total	201,853	370,574	541,408	79,531	340,519
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 201,853	\$ 370,574	\$ 541,408	\$ 79,531	\$ 340,519
STATE POLICE FORFEITURE					
Operating Expenditures	\$ 16,873	\$ 16,500	\$ 16,500	\$ 5,500	\$ 13,000
Capital Outlay	1,287	-	89,614	89,614	-
Sub-Total	18,160	16,500	106,114	95,114	13,000
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 18,160	\$ 16,500	\$ 106,114	\$ 95,114	\$ 13,000
JENADA GATEHOUSE SPECIAL ASSESSMENT					
Operating Expenditures	\$ 2,519	\$ 8,150	\$ 8,150	\$ 2,942	\$ 3,500
Capital Outlay	-	-	-	-	-
TOTALS	\$ 2,519	\$ 8,150	\$ 8,150	\$ 2,942	\$ 3,500
WILTON DRIVE IMPROVEMENT DISTRICT					
Operating Expenditures	\$ 85,802	\$ 118,640	\$ 132,315	\$ 68,788	\$ 109,600
Capital Outlay/Contingency	68,934	-	23,872	17,547	-
Debt Service	-	-	-	-	-
Depreciation	-	-	-	-	-
Sub-Total	154,736	118,640	156,187	86,335	109,600
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 154,736	\$ 118,640	\$ 156,187	\$ 86,335	\$ 109,600
CAPITAL IMPROVEMENT FUND					
Operating Expenditures	\$ -	\$ 463,475	\$ 463,475	\$ -	\$ 500,372
Capital Outlay	331,478	1,338,366	2,728,907	425,668	2,676,982
TOTALS	\$ 331,478	\$ 1,801,841	\$ 3,192,382	\$ 425,668	\$ 3,177,354
WATER UTILITY FUND					
Personnel Wages	\$ 225,262	\$ 215,976	\$ 215,976	\$ 139,342	\$ 235,566
Personnel Benefits	170,582	106,025	106,025	84,923	137,136
Total Wages and Benefits	395,844	322,001	322,001	224,265	372,702
Operating Expenditures	2,574,543	2,868,259	3,021,566	1,814,551	4,926,887
Capital Outlay/Contingency	-	2,928,930	3,461,144	77,129	172,771
Debt Service	-	-	-	-	-
Depreciation	421,691	443,900	443,900	-	422,000
Sub-Total	3,392,078	6,563,090	7,248,611	2,115,945	5,894,360
Transfers In/Out	815,969	589,494	589,494	589,500	192,660
TOTALS	\$ 4,208,047	\$ 7,152,584	\$ 7,838,105	\$ 2,705,445	\$ 6,087,020

CITY OF WILTON MANORS, FLORIDA

EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2023-2024 BUDGET

	FY2021-22 ACTIVITY	FY2022-23 ADOPTED BUDGET	FY2022-23 AMENDED BUDGET	FY2022-23 ACTIVITY THRU 5/31/23	FY2023-24 ADOPTED BUDGET
SEWER UTILITY FUND					
Personnel Wages	\$ 282,856	\$ 335,226	\$ 335,226	\$ 201,616	\$ 353,259
Personnel Benefits	247,554	167,780	167,780	125,377	189,591
Total Wages and Benefits	530,410	503,006	503,006	326,993	542,850
Operating Expenditures	3,296,650	4,005,533	5,086,428	2,349,562	4,153,079
Capital Outlay/Contingency	-	2,276,115	2,478,422	773	135,283
Debt Service	24,819	63,880	63,880	63,879	62,327
Depreciation	462,253	436,200	436,200	-	463,000
Sub-Total	4,314,132	7,284,734	8,567,936	2,741,207	5,356,539
Transfers In/Out	-	-	-	-	-
TOTALS	\$ 4,314,132	\$ 7,284,734	\$ 8,567,936	\$ 2,741,207	\$ 5,356,539
DRAINAGE UTILITY					
Personnel Wages	\$ 60,278	\$ 92,169	\$ 92,169	\$ 35,390	\$ 110,471
Personnel Benefits	69,620	55,442	55,442	22,337	52,546
Total Wages and Benefits	129,898	147,611	147,611	57,727	163,017
Operating Expenditures	238,007	427,534	672,670	455,233	487,690
Capital Outlay	-	218,237	737,179	45,518	47,894
Debt Service	-	-	-	-	-
Depreciation	103,225	94,400	94,400	-	103,500
Sub-Total	471,130	887,782	1,651,860	558,478	802,101
Transfers In/Out	4,990	4,941	4,941	4,944	4,941
TOTALS	\$ 476,120	\$ 892,723	\$ 1,656,801	\$ 563,422	\$ 807,042
RECYCLING & SOLID WASTE FUND					
Personnel Wages	\$ 80,493	\$ 100,231	\$ 100,231	\$ 65,507	\$ 101,590
Personnel Benefits	76,485	60,360	60,360	45,498	70,459
Total Wages and Benefits	156,978	160,591	160,591	111,005	172,049
Operating Expenditures	3,480,243	3,563,902	3,563,902	2,289,319	4,673,527
Capital Outlay	-	3,636	10,136	2,000	5,136
Debt Service	-	-	-	-	-
Depreciation	18,624	18,400	18,400	-	18,700
Sub-Total	3,655,845	3,746,529	3,753,029	2,402,324	4,869,412
Transfers In/Out	128,422	98,965	98,965	98,964	69,516
TOTALS	\$ 3,784,267	\$ 3,845,494	\$ 3,851,994	\$ 2,501,288	\$ 4,938,928
PARKING					
Personnel Wages	\$ 7,361	\$ 7,385	\$ 7,385	\$ 5,303	\$ 8,052
Personnel Benefits	6,419	4,265	4,265	3,135	4,666
Total Wages and Benefits	13,780	11,650	11,650	8,438	12,718
Operating Expenditures	651,359	927,512	935,712	295,189	1,106,698
Capital Outlay	-	20,238	20,238	-	32,238
Debt Service	35,863	92,305	92,305	92,304	91,671
Depreciation	42,103	44,000	44,000	-	42,200
Sub-Total	743,105	1,095,705	1,103,905	395,931	1,285,525
Transfers In/Out	9,064	8,975	8,975	8,976	8,975
TOTALS	\$ 752,169	\$ 1,104,680	\$ 1,112,880	\$ 404,907	\$ 1,294,500

CITY OF WILTON MANORS, FLORIDA

**EXPENDITURES SUMMARIES BY OBJECT - ALL FUNDS
FISCAL YEAR 2023-2024 BUDGET**

	FY2021-22 ACTIVITY	FY2022-23 ADOPTED BUDGET	FY2022-23 AMENDED BUDGET	FY2022-23 ACTIVITY THRU 5/31/23	FY2023-24 ADOPTED BUDGET
TOTALS - ALL FUNDS					
Personnel Wages	\$ 8,675,054	\$ 9,725,772	\$ 9,725,772	\$ 6,011,904	\$ 10,436,690
Personnel Benefits	5,569,825	5,756,187	5,756,187	4,320,342	6,602,678
Total Wages and Benefits	14,244,879	15,481,959	15,481,959	10,332,246	17,039,368
Operating Expenditures	18,602,883	22,235,134	24,603,855	13,134,277	26,827,213
Capital Outlay	1,100,284	6,946,225	13,237,684	1,028,537	3,322,948
Debt Service	60,682	830,112	830,112	816,165	827,144
Depreciation	1,047,896	1,036,900	1,036,900	-	1,049,400
Sub-Total	35,056,624	46,530,330	55,190,510	25,311,225	49,066,073
Transfers Out	1,717,608	2,030,211	7,811,717	2,129,740	2,640,746
TOTALS	\$ 36,774,232	\$ 48,560,541	\$ 63,002,227	\$ 27,440,965	\$ 51,706,819

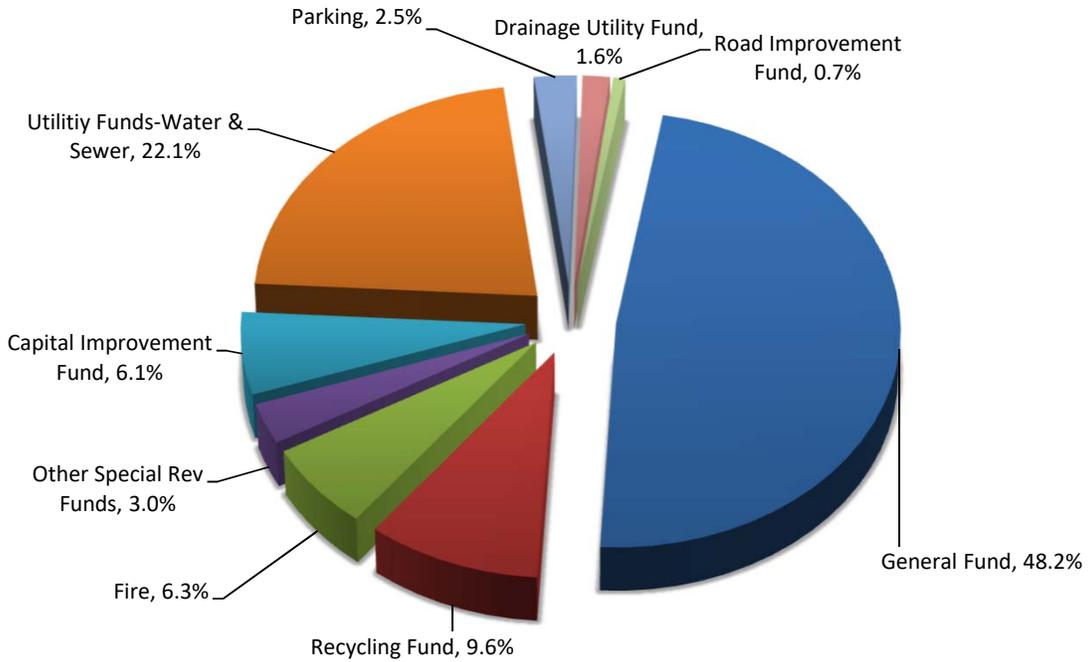
CITY OF WILTON MANORS, FLORIDA

FY2023-2024 BUDGET

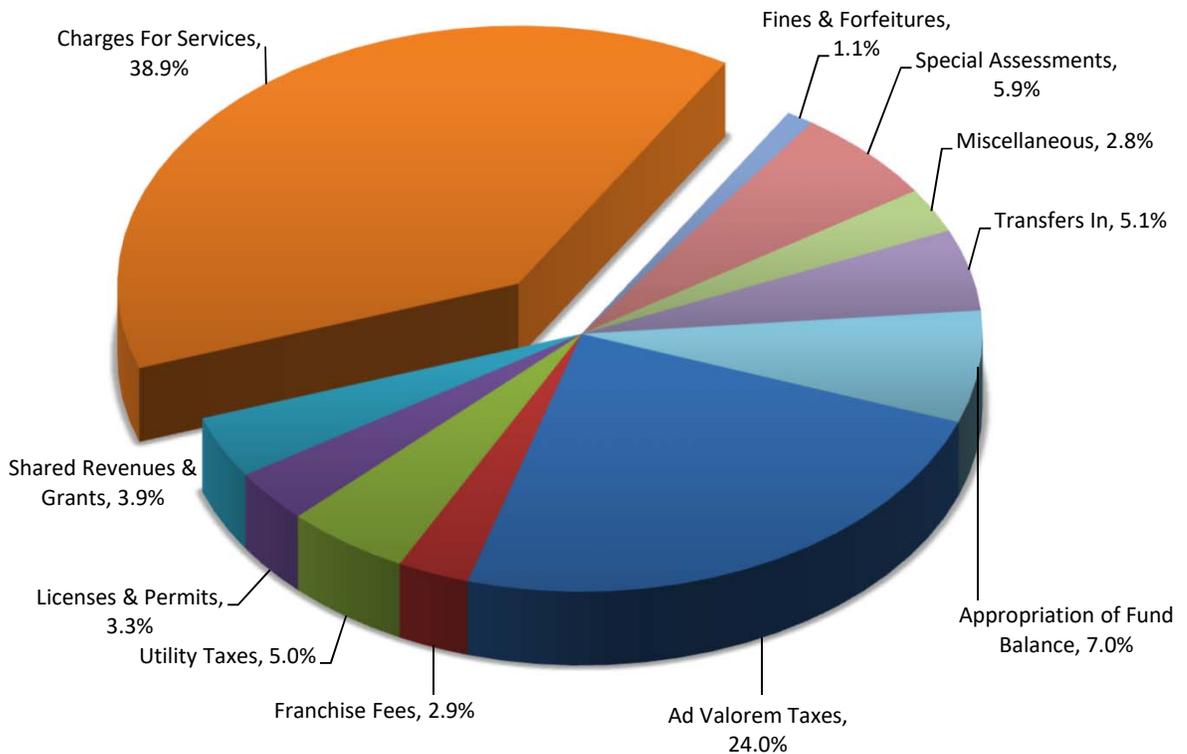
REVENUE BUDGET SUMMARY

\$51,706,819

REVENUES BY FUND



REVENUES BY SOURCE



CITY OF WILTON MANORS, FLORIDA

**FY2023-2024 BUDGET
REVENUE SUMMARIES- ALL FUNDS**

	FY2021-22 ACTIVITY	FY2022-23 ADOPTED BUDGET	FY2022-23 AMENDED BUDGET	FY2022-23 ACTIVITY 5/31/2023	FY2023-24 ADOPTED BUDGET
GENERAL FUND					
Ad-Valorem Taxes	\$ 9,811,301	\$ 11,093,406	\$ 11,093,406	\$ 10,733,379	\$ 12,390,719
Franchise Fees	1,376,428	1,301,500	1,301,500	737,800	1,502,800
Utility Taxes	2,258,277	2,433,100	2,433,100	1,373,026	2,600,736
Licenses, Permits, & Fees	1,503,474	1,185,900	1,185,900	1,246,594	458,469
Shared Revenues and Grants	1,714,109	1,615,640	1,615,640	887,513	1,700,200
Charges For Services	2,243,490	2,434,766	2,434,766	1,931,879	2,491,997
Fines and Forfeitures	1,534,644	352,050	352,050	508,021	362,000
Miscellaneous	364,965	288,870	288,870	588,285	795,910
Debt proceeds	1,713,735	-	-	-	-
Transfers In	962,413	702,375	702,375	702,384	276,092
Appropriation of Fund Balance	-	1,479,144	2,231,527	-	2,365,714
TOTALS	\$ 23,482,836	\$ 22,886,751	\$ 23,639,134	\$ 18,708,881	\$ 24,944,637
AMERICAN RESCUE PLAN ACT- SLRF					
Shared Revenues and Grants	\$ 617,537	\$ -	\$ -	\$ -	\$ -
Charges for Services	-	-	-	-	-
Special Assessments	-	-	-	-	-
Miscellaneous	28,764	19,420	19,420	127,219	109,500
Appropriation of Fund Balance	-	-	5,745,370	-	-
TOTALS	\$ 646,301	\$ 19,420	\$ 5,764,790	\$ 127,219	\$ 109,500
FIRE ASSESSMENT FUND					
Shared Revenues and Grants	\$ 106,208	\$ 87,980	\$ 87,980	\$ 660	\$ 106,980
Charges for Services	107,986	105,000	105,000	103,044	105,000
Special Assessments	2,714,422	2,789,584	2,789,584	2,827,786	2,954,870
Miscellaneous	36,108	36,640	36,640	80,344	67,800
Appropriation of Fund Balance	2	17,566	216,366	-	-
TOTALS	\$ 2,964,726	\$ 3,036,770	\$ 3,235,570	\$ 3,011,834	\$ 3,234,650
SURTAX FUND					
Shared Revenues and Grants	\$ 593,837	\$ -	\$ 2,784,243	\$ 473,703	\$ -
Charges for Services	-	-	-	-	-
Special Assessments	-	-	-	-	-
Miscellaneous	2,298	2,760	2,760	2,130	1,050
Appropriation of Fund Balance	-	-	429,853	-	-
TOTALS	\$ 596,135	\$ 2,760	\$ 3,216,856	\$ 475,833	\$ 1,050
MISCELLANEOUS GRANTS					
Shared Revenues and Grants	\$ 62,404	\$ -	\$ 95,000	\$ 28,469	\$ -
Miscellaneous	120	120	120	98	120
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
TOTALS	\$ 62,524	\$ 120	\$ 95,120	\$ 28,567	\$ 120
BUILDING FUND					
Permits, Fees & Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ 1,260,050
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ 1,260,050
FEDERAL POLICE FORFEITURE					
Fines and forfeitures	\$ 54,172	\$ -	\$ -	\$ 1,638	\$ -
Miscellaneous	1,569	1,190	1,190	5,148	4,400
Appropriation of Fund Balance	-	16,610	16,610	-	22,410
TOTALS	\$ 55,741	\$ 17,800	\$ 17,800	\$ 6,786	\$ 26,810
POLICE TRAINING & EDUCATION					
Fines and Forfeiture	\$ 1,290	\$ -	\$ -	\$ 202	\$ -
Miscellaneous	30	20	20	72	70
Appropriation of Fund Balance	-	980	980	-	1,930
TOTALS	\$ 1,320	\$ 1,000	\$ 1,000	\$ 274	\$ 2,000

CITY OF WILTON MANORS, FLORIDA

**FY2023-2024 BUDGET
REVENUE SUMMARIES- ALL FUNDS**

	FY2021-22 ACTIVITY	FY2022-23 ADOPTED BUDGET	FY2022-23 AMENDED BUDGET	FY2022-23 ACTIVITY 5/31/2023	FY2023-24 ADOPTED BUDGET
ROAD IMPROVEMENT					
Shared Revenues and Grants	\$ 222,729	\$ 220,000	\$ 220,000	\$ 115,187	\$ 227,598
Charges for Services	36,973	41,164	41,164	38,221	43,934
Miscellaneous	1,630	1,410	1,410	4,090	3,700
Transfers In	-	-	-	-	-
Appropriation of Fund Balance	-	108,000	278,834	-	65,287
TOTALS	\$ 261,332	\$ 370,574	\$ 541,408	\$ 157,498	\$ 340,519
STATE POLICE FORFEITURE					
Fines and Forfeitures	\$ 73,673	\$ -	\$ -	\$ 2,038	\$ -
Miscellaneous	1,850	1,469	1,469	5,025	4,230
Appropriation of Fund Balance	-	15,031	104,645	-	8,770
TOTALS	\$ 75,523	\$ 16,500	\$ 106,114	\$ 7,063	\$ 13,000
JENADA ASSESSMENT					
Special Assessments	\$ 7,704	\$ 8,000	\$ 8,000	\$ 7,543	\$ 3,020
Miscellaneous	185	150	150	539	480
Appropriation of Fund Balance	-	-	-	-	-
TOTALS	\$ 7,889	\$ 8,150	\$ 8,150	\$ 8,082	\$ 3,500
WILTON DRIVE IMPROVEMENT DISTRICT					
Special Assessments	\$ 96,339	\$ 96,000	\$ 96,000	\$ 94,222	\$ 96,000
Miscellaneous	\$ 1,582	\$ 1,530	\$ 1,530	\$ 3,280	\$ 2,700
Appropriate Fund Balance	-	21,110	58,657	-	10,900
TOTALS	\$ 97,921	\$ 118,640	\$ 156,187	\$ 97,502	\$ 109,600
CAPITAL IMPROVEMENT FUND					
Transfer In - Contribution to Capital Imp Fund	\$ 414,702	\$ 1,327,836	\$ 1,448,636	\$ 1,327,836	\$ 2,364,654
Miscellaneous	10,518	9,010	9,010	34,982	30,250
Appropriation of Fund Balance	-	464,995	1,734,736	-	782,450
TOTALS	\$ 425,220	\$ 1,801,841	\$ 3,192,382	\$ 1,362,818	\$ 3,177,354
UTILITIES FUND - WATER					
Charges For Services	\$ 4,707,929	\$ 5,158,800	\$ 5,158,800	\$ 3,595,937	\$ 5,824,260
Licenses, Permits & Fees	6,500	6,500	6,500	5,611	6,500
Miscellaneous	111,741	110,610	110,610	259,461	256,260
Appropriation of Fund Balance	-	1,876,674	2,562,193	-	-
TOTALS	\$ 4,826,170	\$ 7,152,584	\$ 7,838,103	\$ 3,861,009	\$ 6,087,020
UTILITIES FUND - SEWER					
Charges For Services	\$ 4,373,134	4,321,892	4,321,892	3,084,046	5,078,122
Licenses, Permits & Fees	\$ 13,280				
Miscellaneous	28,266	39,220	39,220	47,704	33,300
Debt Proceeds	-	-	-	-	-
Appropriation of Fund Balance	-	2,923,622	4,206,824	-	245,117
TOTALS	\$ 4,414,680	\$ 7,284,734	\$ 8,567,936	\$ 3,131,750	\$ 5,356,539
DRAINAGE UTILITY FUND					
Shared Revenues and Grants	\$ 376,715	\$ -	\$ -	\$ -	\$ -
Charges For Services	580,457	609,000	609,000	430,329	670,242
Miscellaneous	12,663	10,740	10,740	39,793	34,600
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	272,983	1,037,061	-	102,200
TOTALS	\$ 969,835	\$ 892,723	\$ 1,656,801	\$ 470,122	\$ 807,042

CITY OF WILTON MANORS, FLORIDA

**FY2023-2024 BUDGET
REVENUE SUMMARIES- ALL FUNDS**

	FY2021-22 ACTIVITY	FY2022-23 ADOPTED BUDGET	FY2022-23 AMENDED BUDGET	FY2022-23 ACTIVITY 5/31/2023	FY2023-24 ADOPTED BUDGET
RECYCLING & SOLIDWASTE FUND					
Licenses, Permits & Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Charges For Services	3,791,585	3,794,400	3,794,400	2,849,790	4,882,200
Miscellaneous	50,872	47,480	47,480	30,062	38,200
Appropriation of fund Balance R/E	-	3,614	10,114	-	18,528
TOTALS	\$ 3,842,457	\$ 3,845,494	\$ 3,851,994	\$ 2,879,852	\$ 4,938,928
PARKING					
Licenses, Permits & Fees	\$ 10,000	\$ -	\$ -	\$ 1,275	\$ -
Charges For Services	978,324	862,600	862,600	688,951	1,020,600
Fines and Forfeitures	188,900	226,000	226,000	123,920	226,500
Miscellaneous	18,654	16,080	16,080	52,934	47,400
Debt Proceeds	-	-	-	-	-
Appropriation of Fund Balance	-	-	8,200	-	-
TOTALS	\$ 1,195,878	\$ 1,104,680	\$ 1,112,880	\$ 867,080	\$ 1,294,500
GRAND TOTAL - ALL FUNDS	\$ 43,926,488	\$ 48,560,541	\$ 63,002,225	\$ 35,202,170	\$ 51,706,819

**CITY OF WILTON MANORS
REVENUE ESTIMATES
2023-24 BUDGET**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 05/31/23	2023-24 ADOPTED BUDGET
FUND 001-GENERAL FUND						
AD VALOREM TAXES						
001-0000-3110.001	Current Ad Valorem	9,416,943	10,687,138	10,687,138	10,340,965	11,984,490
001-0000-3110.002	Delinquent Ad-Valorem	3,859	10,000	10,000	8,788	10,000
001-0000-3110.044	Ad Val Debt Svc 99 Parks GOB	2	0	0	0	0
001-0000-3110.045	Ad Val Debt Svc 08 City HallGO	390,497	396,268	396,268	383,626	396,229
AD VALOREM TAXES		9,811,301	11,093,406	11,093,406	10,733,379	12,390,719
PERMITS, FEES, & SPECIAL ASSESSMENTS						
001-0000-3160.010	Local Bus Lic Tax Receip	123,967	110,000	110,000	119,487	120,000
001-0000-3220.000	Building Permits	1,037,225	800,000	800,000	805,990	
001-0000-3220.100	DEVELOPMENT REVIEW FEE	57,000	35,000	35,000	105,438	40,000
001-0000-3230.100	FRANCHISE FEE - ELECTRICITY	905,158	830,000	830,000	435,129	1,067,800
001-0000-3230.700	FRANCHISE FEE - SOLID WASTE	395,000	395,000	395,000	230,742	395,000
001-0000-3230.701	FRANCHISE FEE - RECYCLING	2,500	2,500	2,500	2,500	2,500
001-0000-3230.900	Franchise Fees - Misc.	73,770	74,000	74,000	69,429	80,169
001-0000-3290.003	Letters of Determination	1,950	300	300	1,575	500
001-0000-3290.005	Vacant Property Registration	100	600	600	150	600
001-0000-3290.006	Bonds Administrative Fee	100	500	500	200	200
001-0000-3290.013	VACATION RENTAL REGISTRATION FEE	101,119	100,000	100,000	72,975	100,000
001-0000-3630.220	Public Safety Impact Fees	1,212	0	0	0	0
001-0000-3630.270	Culture/Rec Impact Fees	7,812	0	0	0	0
001-0000-3630.291	Aff. Housing Impact Fees	13,444	0	0	0	0
001-0000-3670.000	Other Non-Bus License/Permits	450	500	500	440	500
001-0000-3670.001	Residential Rental License	155,095	135,000	135,000	136,339	150,000
001-0000-3670.003	SOLID WASTE COLL LICENSE FEE	4,000	4,000	4,000	4,000	4,000
PERMITS, FEES, & SPECIAL ASSESSMENTS		2,879,902	2,487,400	2,487,400	1,984,394	1,961,269
UTILITY SERVICES TAXES						
001-0000-3140.100	UTILITY TAX - ELECTRIC	1,195,801	1,299,400	1,299,400	697,230	1,352,390
001-0000-3140.300	UTILITY TAX - WATER	446,478	523,700	523,700	344,720	581,126
001-0000-3140.400	UTILITY TAX - GAS	76,803	70,000	70,000	41,537	76,000
001-0000-3150.000	Communications Service Tax	539,195	540,000	540,000	289,539	591,220
UTILITY SERVICES TAXES		2,258,277	2,433,100	2,433,100	1,373,026	2,600,736
INTERGOVERNMENTAL						
001-0000-3310.206	CESF US DOJ Grant	3,916				
001-0000-3310.219	SCHOOL RESOURCE OFFICER GRANT	48,960	73,440	73,440		103,000
001-0000-3310-.620	Federal Grants - PDA COVID-19					
001-0000-3340.501	STATE GRANT - COMPETITIVE FL PARTNERSHIP	35,000				
001-0000-3350.120	State Revenue Sharing	543,306	449,000	449,000	291,801	483,000
001-0000-3350.140	Mobile Home License	207	200	200	85	200
001-0000-3350.150	Alcoholic Beverage License	30,535	35,000	35,000	18,183	35,000
001-0000-3350.180	1/2 Cent Local Sales Tax	1,052,185	1,058,000	1,058,000	577,444	1,079,000
001-0000-3370.204	BROWARD COUNTY ILA COVID-19	0	0	0	0	0
INTERGOVERNMENTAL		1,714,109	1,615,640	1,615,640	887,513	1,700,200
CHARGES FOR SERVICES						
001-0000-3400.001	Tennis Court Fees	21,612	18,000	18,000	13,572	21,000
001-0000-3400.002	Vending/Concessions	1,092	750	750	791	800
001-0000-3400.003	Adult Athletics	1,822	700	700	1,509	800
001-0000-3400.005	Special Events	32,714	20,000	20,000	25,308	25,000
001-0000-3400.006	Youth Classes	360			180	
001-0000-3400.007	Adult Classes	12,718	8,500	8,500	11,659	10,000
001-0000-3400.008	Senior Activities	1,057	300	300	486	500
001-0000-3400.009	Summer Youth Activities	58,737	89,600	89,600	32,767	89,600
001-0000-3400.010	After School Program	106,001	136,800	136,800	100,463	25,000
001-0000-3400.011	Advertising Fees	6,184	10,000	10,000	7,748	10,000
001-0000-3400.012	Dog Park Registration Fees	13,955	9,500	9,500	9,690	10,000
001-0000-3400.014	BEFORE SCHOOL CARE	20,162	23,750	23,750	17,611	
001-0000-3400.015	After School Late Pickup Fees	1,160	800	800	1,775	
001-0000-3410.300	ADMINISTRATIVE SERVICE FEES	3,600	3,600	3,600	3,600	3,600
001-0000-3410.301	INDIRECT COST REIMBURSEMENTS	1,330,643	1,329,566	1,329,566	1,494,732	1,567,117
001-0000-3410.910	Lobbyist Registration Fees	750	500	500	300	500
001-0000-3420.100	Fingerprinting		700	700	10	250
001-0000-3420.600	EMS TRANSPORT FEES	519,089	683,000	683,000	156,940	628,000
001-0000-3420.600	HVE Services				2,236	
001-0000-3420.910	Alarm Registration Fees	2,225	3,000	3,000	550	2,600
001-0000-3420.920	Alarm Civil Penalties	25,550	15,000	15,000	3,600	16,500
001-0000-3420.930	Alarm Late Charge Assessments					30
001-0000-3470.101	FEES FOR COPIES - LIBRARY	2,635	2,000	2,000	2,734	2,000
001-0000-3470.102	MISCELLANEOUS FEES - LIBRARY	204	200	200	236	200
001-0000-3470.500	Fitness Center Membership	11,895	8,500	8,500	6,581	8,500
001-0000-3490.100	Lien Search Fees	69,325	70,000	70,000	36,801	70,000
CHARGES FOR SERVICES		2,243,490	2,434,766	2,434,766	1,931,879	2,491,997

**CITY OF WILTON MANORS
REVENUE ESTIMATES
2023-24 BUDGET**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 05/31/23	2023-24 ADOPTED BUDGET
FINES & FORFEITS						
001-0000-3500.000	Fines & Forfeits	25,247	128,000	128,000	12,094	25,000
001-0000-3520.000	Library Fines	2,462	2,000	2,000	2,384	2,000
001-0000-3540.000	Code Enforcement Fines	1,506,935	221,000	221,000	493,543	335,000
001-0000-3540.001	FINES - CANNABIS		1,050	1,050		
FINES & FORFEITS		1,534,644	352,050	352,050	508,021	362,000
OTHER & MISCELLANEOUS						
001-0000-3600.000	Miscellaneous Income	17,767	30,000	30,000	31,159	31,770
001-0000-3600.002	Vending Machines - City Hall	702	500	500	568	500
001-0000-3600.010	Attorney's Fees Revenue	0	0	0	0	0
001-0000-3600.020	Fees for Copies	1,868	2,000	2,000	895	2,000
001-0000-3610.100	Interest Earned	92,128	72,170	72,170	334,987	532,840
001-0000-3620.000	Facility Rentals	146,359	100,000	100,000	102,135	150,000
001-0000-3640.000	Sale of Fixed Assets	4,230	15,000	15,000	1,463	10,000
001-0000-3660.000	CONT/DONATIONS FR PRIVATE SOURCES	26,389	10,000	10,000	19,239	10,000
001-0000-3660.003	DONATIONS - LS SPONSORSHIPS	13,100	7,000	7,000	2,576	8,000
001-0000-3660.006	DONATIONS - WD BEAUTIFICATION PROJECT	13,334			100	0
001-0000-3670.002	CONTRACTOR'S REGISTRATION FEE				1,500	1,500
001-0000-3690.904	P-CARD REBATE	48,864	52,200	52,200	50,831	50,800
001-0000-3690.906	RECOVERY OF BAD DEBTS	224			82	0
001-0000-3693.301	INSURANCE SETTLEMENTS	0	0	0	42,750	0
001-0000-3810.001	Transfers In	962,413	702,375	702,375	702,384	276,092
001-0000-3840.000	Debt Proceeds	1,713,735				0
001-0000-3890.901	Approp Fund Balance R/E		1,479,144	2,231,527		2,365,714
OTHER & MISCELLANEOUS		3,041,113	2,470,389	3,222,772	1,290,669	3,437,716
ESTIMATED REVENUES - FUND 001		23,482,836	22,886,751	23,639,134	18,708,881	24,944,637
Fund 150 - AMERICAN RESCUE PLAN ACT						
INTERGOVERNMENTAL						
150-000-3310.501	Coronavirus Local Fiscal Recovery	617,537	0	0		0
INTERGOVERNMENTAL		617,537	0	0		0
OTHER & MISCELLANEOUS						
150-0000-3610.100	Interest Earned	28,764	19,420	19,420	126,885	109,200
150-0000-3690.904	P-CARD REBATE		0		334	300
150-0000-3890.901	Appropriate Fund Balanc			5,745,370		
OTHER & MISCELLANEOUS		28,764	19,420	5,764,790	127,219	109,500
ESTIMATED REVENUES - FUND 150		646,301	19,420	5,764,790	127,219	109,500
Fund 155 - FIRE ASSESSMENT						
INTERGOVERNMENTAL						
155-0000-3120.510	INSURANCE PREMIUM TAX	104,886	86,000	86,000	0	105,000
155-0000-3350.210	FIREFIGHTER SUPPLEMENTAL COMPENSATION	1,322	1,980	1,980	660	1,980
INTERGOVERNMENTAL		106,208	87,980	87,980	660	106,980
PERMITS, FEES, & SPECIAL ASSESSMENTS						
155-0000-3630.112	Fire Special Assessments	2,714,422	2,789,584	2,789,584	2,827,786	2,954,870
PERMITS, FEES, & SPECIAL ASSESSMENTS		2,714,422	2,789,584	2,789,584	2,827,786	2,954,870
CHARGES FOR SERVICES						
155-0000-3400.020	Fire Protection Services	107,986	105,000	105,000	103,044	105,000
CHARGES FOR SERVICES		107,986	105,000	105,000	103,044	105,000
OTHER & MISCELLANEOUS						
155-0000-3610.100	Interest Earned	12,012	11,280	11,280	52,859	40,800
155-0000-3690.904	P-CARD REBATE	24,096	25,360	25,360	27,485	27,000
155-0000-3890.901	Appropriate Fund Balance	2	17,566	216,366		0
OTHER & MISCELLANEOUS		36,110	54,206	253,006	80,344	67,800
ESTIMATED REVENUES - FUND 155		2,964,726	3,036,770	3,235,570	3,011,834	3,234,650
Fund 156 - SURTAX FUND						
INTERGOVERNMENTAL						
156-0000-3120.621	1 Cent Local Option Sales Tax	593,837	0	2,784,243	473,703	0
INTERGOVERNMENTAL		593,837	0	2,784,243	473,703	0
OTHER & MISCELLANEOUS						
156-0000-3610.100	Interest Earned	2,298	2,760	2,760	2,130	850
156-0000-3690.904	P-card Rebate					200
156-0000-3890.901	Appropriate Fund Balance			429,853		
OTHER & MISCELLANEOUS		2,298	2,760	432,613	2,130	1,050
ESTIMATED REVENUES - FUND 156		596,135	2,760	3,216,856	475,833	1,050

**CITY OF WILTON MANORS
REVENUE ESTIMATES
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GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 05/31/23	2023-24 ADOPTED BUDGET
Fund 157 - GRANTS - MISC						
INTERGOVERNMENTAL						
157-0000-3340.900				95,000		
157-0000-3310.491	USF PEDESTRIAN & BICYCLE SAFETY				684	
157-0000-3310.202	Bulletproof Vest Grant		0	0		0
157-0000-3370.202	Metro Broward Drug Task Force	20,871	0	0	11,300	0
157-0000-3370.730	Tree Trust Fund Grant	0	0	0		0
157-0000-3370.902	Broward EMLEG Grant	29,193	0	0	16,485	0
157-0000-3470.100	State Aid to Libraries	12,340	0	0	0	0
INTERGOVERNMENTAL		62,404	0	95,000	28,469	0
OTHER & MISCELLANEOUS						
157-0000-3610.100	Interest Earned	10	0	0		0
157-0000-3690.904	P-CARD REBATE	110	120	120	98	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		120	120	120	98	120
ESTIMATED REVENUES - FUND 157		62,524	120	95,120	28,567	120
Fund 158 - FEDERAL POLICE FORFEITURE FUND						
FINES & FORFEITS						
158-0000-3510.201	Confiscated Property	54,172	0	0	1,638	0
FINES & FORFEITS		54,172	0	0	1,638	0
OTHER & MISCELLANEOUS						
158-0000-3610.100	Interest Earned	1,569	1,190	1,190	5,137	4,400
158-0000-3890.901	Appropriate Fund Balance	0	16,610	16,610	0	22,410
158-0000-3690.904	P-CARD REBATE				11	
OTHER & MISCELLANEOUS		1,569	17,800	17,800	5,148	26,810
ESTIMATED REVENUES - FUND 158		55,741	17,800	17,800	6,786	26,810
Fund 160 - BUILDING FUND						
PERMITS, FEES, & SPECIAL ASSESSMENTS						
160-0000-3220.000	Building Permits	0	0	0	0	1,260,050
PERMITS, FEES, & SPECIAL ASSESSMENTS		0	0	0	0	1,260,050
ESTIMATED REVENUES - FUND 160		0	0	0	0	1,260,050
Fund 161 - POLICE TRAINING/EDUCATION						
FINES & FORFEITS						
161-0000-3510.300	\$2 Education Assessment	1,290	0	0	202	0
FINES & FORFEITS		1,290	0	0	202	0
OTHER & MISCELLANEOUS						
161-0000-3610.100	Interest Earned	21	10	10	70	60
161-0000-3690.904	P-CARD REBATE	9	10	10	2	10
161-0000-3890.901	Appropriate Fund Balance	0	980	980	0	1,930
OTHER & MISCELLANEOUS		30	1,000	1,000	72	2,000
ESTIMATED REVENUES - FUND 161		1,320	1,000	1,000	274	2,000
Fund 163 - ROAD IMPROVEMENT						
INTERGOVERNMENTAL						
163-0000-3120.410	1st Loc Opt Fuel Tax 1-6 cents	130,945	130,000	130,000	67,637	133,552
163-0000-3120.420	2nd Loc Opt Fuel Tax 1-5 cents	91,784	90,000	90,000	47,550	94,046
163-0000-3310.496	NE 26TH STREET MPO/FDOT GRANT	0	0	0		0
INTERGOVERNMENTAL		222,729	220,000	220,000	115,187	227,598
CHARGES FOR SERVICES						
163-0000-3440.910	Other Transportation Revenue	36,973	41,164	41,164	38,221	43,934
CHARGES FOR SERVICES		36,973	41,164	41,164	38,221	43,934
OTHER & MISCELLANEOUS						
163-0000-3610.100	Interest Earned	988	730	730	3,703	3,300
163-0000-3690.904	P-CARD REBATE	642	680	680	387	400
163-0000-3890.901	Appropriate Fund Balance	0	108,000	278,834	0	65,287
OTHER & MISCELLANEOUS		1,630	109,410	280,244	4,090	68,987
ESTIMATED REVENUES - FUND 163		261,332	370,574	541,408	157,498	340,519
Fund 165 - STATE POLICE FORFEITURE FUND						
FINES & FORFEITS						
165-0000-3510.201	Confiscated Property	73,673	0	0	2,038	0
FINES & FORFEITS		73,673	0	0	2,038	0
OTHER & MISCELLANEOUS						
165-0000-3610.100	Interest Earned	1,842	1,460	1,460	4,993	4,200
165-0000-3690.904	P-CARD REBATE	8	9	9	32	30
165-0000-3890.901	Appropriate Fund Balance	0	15,031	104,645		8,770
OTHER & MISCELLANEOUS		1,850	16,500	106,114	5,025	13,000
ESTIMATED REVENUES - FUND 165		75,523	16,500	106,114	7,063	13,000

**CITY OF WILTON MANORS
REVENUE ESTIMATES
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GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 05/31/23	2023-24 ADOPTED BUDGET
Fund 601 - JENADA SPECIAL ASSESSMENT						
OTHER & MISCELLANEOUS						
601-0000-3610.100	Interest Earned	154	120	120	539	450
601-0000-3630.113	Jenada Isles Assessments	7,704	8,000	8,000	7,543	3,020
601-0000-3690.904	P-CARD REBATE	31	30	30	0	30
601-0000-3890.901	Appropriate Fund Balance	0	0	0	0	0
OTHER & MISCELLANEOUS		7,889	8,150	8,150	8,082	3,500
ESTIMATED REVENUES - FUND 601		7,889	8,150	8,150	8,082	3,500
Fund 602 - WILTON DRIVE IMPROVEMENT DISTRICT						
PERMITS, FEES, & SPECIAL ASSESSMENTS						
602-0000-3290.012	SPECIAL ASSESSMENT - BID	96,339	96,000	96,000	94,222	96,000
PERMITS, FEES, & SPECIAL ASSESSMENTS		96,339	96,000	96,000	94,222	96,000
OTHER & MISCELLANEOUS						
602-0000-3610.100	Interest Earned	1,246	1,330	1,330	3,075	2,500
602-0000-3690.904	P-CARD REBATE	191	200	200	205	200
602-0000-3600.000	Miscellaneous Income	145				
602-0000-3890.901	Appropriate Fund Balance	0	21,110	58,657		10,900
OTHER & MISCELLANEOUS		1,582	22,640	60,187	3,280	13,600
ESTIMATED REVENUES - FUND 602		97,921	118,640	156,187	97,502	109,600
Fund 300 - CAPITAL IMPROVEMENT FUND						
OTHER & MISCELLANEOUS						
300-0000-3610.100	Interest Earned	9,806	8,260	8,260	34,562	29,800
300-0000-3690.904	P-CARD REBATE	712	750	750	420	450
300-0000-3810.003	TRANSFERS IN - CONT TO CAP IMP FUND	414,702	1,327,836	1,448,636	1,327,836	2,364,654
300-0000-3890.901	Appropriate Fund Balance	0	464,995	1,734,736	0	782,450
OTHER & MISCELLANEOUS		425,220	1,801,841	3,192,382	1,362,818	3,177,354
ESTIMATED REVENUES - FUND 300		425,220	1,801,841	3,192,382	1,362,818	3,177,354
Fund 401 - WATER UTILITY FUND						
PERMITS, FEES, & SPECIAL ASSESSMENTS						
401-0000-3290.011	BACK-FLOW INSPECTION FEE	6,500	6,500	6,500	5,611	6,500
401-0000-3630.235	SEWER CONNECTION CHARGE	0	0	0	0	0
PERMITS, FEES, & SPECIAL ASSESSMENTS		6,500	6,500	6,500	5,611	6,500
CHARGES FOR SERVICES						
401-0000-3400.038	Water Sales	4,693,948	5,144,800	5,144,800	3,585,577	5,811,260
401-0000-3400.039	Water Meters Installed	6,081	5,000	5,000	2,410	5,000
401-0000-3400.040	Fire Line Fees	7,900	9,000	9,000	7,950	8,000
401-0000-3400.042	Sewer Charges	0	0	0	0	0
CHARGES FOR SERVICES		4,707,929	5,158,800	5,158,800	3,595,937	5,824,260
OTHER & MISCELLANEOUS						
401-0000-3600.000	Miscellaneous Income	(2,420)	0	0	(1,515)	0
401-0000-3600.010	ATTORNEY'S FEES REVENUE	4,298	2,000	2,000	1,078	3,000
401-0000-3600.030	Dishonored Check Fees	2,121	2,000	2,000	2,278	2,000
401-0000-3610.100	Interest Earned	62,572	42,140	42,140	201,128	178,600
401-0000-3620.010	Rental & Leases	16,422	39,300	39,300	28,278	41,660
401-0000-3690.904	P-CARD REBATE	23,837	25,170	25,170	27,128	27,000
401-0000-3690.906	RECOVERY OF BAD DEBTS	4,911	0	0	1,086	4,000
401-0000-3890.901	Approp Fund Bal R/E	0	1,876,674	2,562,193	0	0
OTHER & MISCELLANEOUS		111,741	1,987,284	2,672,803	259,461	256,260
ESTIMATED REVENUES - FUND 401		4,826,170	7,152,584	7,838,103	3,861,009	6,087,020
Fund 402 - SEWER UTILITY FUND						
PERMITS, FEES, & SPECIAL ASSESSMENTS						
402-0000-3630.235	SEWER CONNECTION CHARGE	13,280	0	0	0	0
PERMITS, FEES, & SPECIAL ASSESSMENTS		13,280	0	0	0	0
CHARGES FOR SERVICES						
402-0000-3400.042	Sewer Charges	4,373,134	4,321,892	4,321,892	3,084,046	5,078,122
CHARGES FOR SERVICES		4,373,134	4,321,892	4,321,892	3,084,046	5,078,122
OTHER & MISCELLANEOUS						
402-0000-3610.100	Interest Earned	4,459	14,050	14,050	18,155	13,800
402-0000-3690.904	P-CARD REBATE	23,807	25,170	25,170	19,138	19,000
402-0000-3690.906	RECOVERY OF BAD DEBTS	0			411	500
402-0000-3693.301	INSURANCE SETTLEMENTS	0			10,000	
402-0000-3840.000	Debt Proceeds	0	0	0		0
402-0000-3890.901	Approp Fund Bal R/E	0	2,923,622	4,206,824		245,117
OTHER & MISCELLANEOUS		28,266	2,962,842	4,246,044	47,704	278,417
ESTIMATED REVENUES - FUND 402		4,414,680	7,284,734	8,567,936	3,131,750	5,356,539

**CITY OF WILTON MANORS
REVENUE ESTIMATES
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GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 05/31/23	2023-24 ADOPTED BUDGET
Fund 450 - DRAINAGE UTILITY FUND						
INTERGOVERNMENTAL						
Revenue						
450-0000-3310.392	CDBG 46TH YR	0	0	0	0	0
450-0000-3310.393	CDBG 47TH YR	79,787	0	0	0	0
470-0000-3430.330	FDEP RESILIENCE IMPLEMENTATION	296,928				
TOTAL REVENUE		376,715	0	0	0	0
CHARGES FOR SERVICES						
450-0000-3430.330	Drainage Utility Fee	580,457	609,000	609,000	430,329	670,242
CHARGES FOR SERVICES		580,457	609,000	609,000	430,329	670,242
OTHER & MISCELLANEOUS						
450-0000-3610.100	Interest Earned	12,160	10,200	10,200	38,864	33,900
450-0000-3640.000	Sale of Fixed Assets	0	0	0	0	0
450-0000-3690.904	P-CARD REBATE	512	540	540	674	700
450-0000-3690.906	RECOVERY OF BAD DEBTS	(9)	0	0	255	0
450-0000-3890.901	Approp Fund Bal R/E	0	272,983	1,037,061		102,200
OTHER & MISCELLANEOUS		12,663	283,723	1,047,801	39,793	136,800
ESTIMATED REVENUES - FUND 450		969,835	892,723	1,656,801	470,122	807,042
Fund 151 - RECYCLING						
PERMITS, FEES, & SPECIAL ASSESSMENTS						
151-0000-3670.003	SOLID WASTE COLL LICENSE FEE	0	0	0	0	0
PERMITS, FEES, & SPECIAL ASSESSMENTS		0	0	0	0	0
CHARGES FOR SERVICES						
151-0000-3430.401	SPECIAL BULK PICK UP	16,105	12,000	12,000	9,831	15,000
151-0000-3430.402	SOLID WASTE COLLECTION CHARGES	2,109,285	2,079,300	2,079,300	1,601,576	2,760,000
151-0000-3430.403	RECYCLING CHARGES	295,316	302,000	302,000	214,977	378,100
151-0000-3430.404	HOUSEHOLD HAZARDOUS WASTE	98,537	100,800	100,800	71,230	126,100
151-0000-3430.405	SOLID WASTE CHARGES - RESIDENTIAL	1,177,342	1,205,300	1,205,300	850,959	1,508,000
151-0000-3430.406	CLEAN PROGRAM SERVICE CHARGE				45,800	
151-0000-3490.101	ADMIN COST REIMBURSEMENT FEE	95,000	95,000	95,000	55,417	95,000
CHARGES FOR SERVICES		3,791,585	3,794,400	3,794,400	2,849,790	4,882,200
OTHER & MISCELLANEOUS						
151-0000-3610.100	Interest Earned	3,141	3,120	3,120	11,105	11,500
151-0000-3620.020	Recycling Royalties	18,614	18,000	18,000	0	0
151-0000-3660.000	CONT/DONATIONS FR PRIVATE SOURCES	20,000	20,000	20,000	11,667	20,000
151-0000-3690.904	P-CARD REBATE	6,364	6,360	6,360	6,720	6,700
151-0000-3690.906	RECOVERY OF BAD DEBTS	2,753	0	0	570	0
151-0000-3890.901	Approp Fund Balance R/E	0	3,614	10,114	0	18,528
OTHER & MISCELLANEOUS		50,872	51,094	57,594	30,062	56,728
ESTIMATED REVENUES - FUND 151		3,842,457	3,845,494	3,851,994	2,879,852	4,938,928
Fund 406 - PARKING FUND						
PERMITS, FEES, & SPECIAL ASSESSMENTS						
406-0000-3290.004	Payment in Lieu of Parking	10,000	0	0	1,275	0
TOTAL REVENUE		10,000	0	0	1,275	0
CHARGES FOR SERVICES						
406-0000-3440.500	Parking Meter Revenue	181,224	200,000	200,000	68,981	200,000
406-0000-3440.501	Parking Permit Revenue	606	1,600	1,600	299	1,600
406-0000-3440.503	PARKING EVENT REVENUE				180	
406-0000-3440.505	HAGEN PAYSTATION REVENUES	51,136	125,000	125,000	37,272	125,000
406-0000-3440.510	RICHARDSON PAYSTATION REVENUES	5,443	21,000	21,000	3,998	21,000
406-0000-3440.511	NE 8TH TERRACE LOT REVENUES	14,844	31,000	31,000	9,982	31,000
406-0000-3440.512	SPECIAL EVENT - STONEWALL	2,093	0	0	0	0
406-0000-3440.513	SPECIAL EVENT - HALLOWEEN	7,805	7,500	7,500	0	7,500
406-0000-3440.516	NE 11 AVE/ROSIE'S METER REVENUE	4,638	4,500	4,500	3,799	4,500
406-0000-3440.520	PARKMOBILE REVENUE - METERS	368,219	240,000	240,000	281,642	300,000
406-0000-3440.521	PARKMOBILE REVENUE - HAGEN	213,413	120,000	120,000	170,352	200,000
406-0000-3440.522	PARKMOBILE REVENUE - RICHARDSON	20,574	25,000	25,000	19,272	25,000
406-0000-3440.523	PARKMOBILE REVENUE - NE 8TH TERRACE	45,474	35,000	35,000	38,840	40,000
406-0000-3440.525	PARKMOBILE REVENUE - NE 23RD DRIVE	33,318	30,000	30,000	28,225	35,000
406-0000-3440.526	PARKMOBILE REVENUE-SUSHI ROCK	12,574	7,000	7,000	9,975	10,000
406-0000-3440.528	NE 11 AE/ROSIE'S PARKMOBILE REVENUE	16,963	15,000	15,000	16,134	20,000
CHARGES FOR SERVICES		978,324	862,600	862,600	688,951	1,020,600
FINES & FORFEITS						
406-0000-3510.510	Citations - Parking Mgt. Co.	187,066	224,500	224,500	123,042	225,000
406-0000-3510.530	PARKING CITATIONS - COUNTY CLERK	1,834	1,500	1,500	878	1,500
FINES & FORFEITS		188,900	226,000	226,000	123,920	226,500

**CITY OF WILTON MANORS
REVENUE ESTIMATES
2023-24 BUDGET**

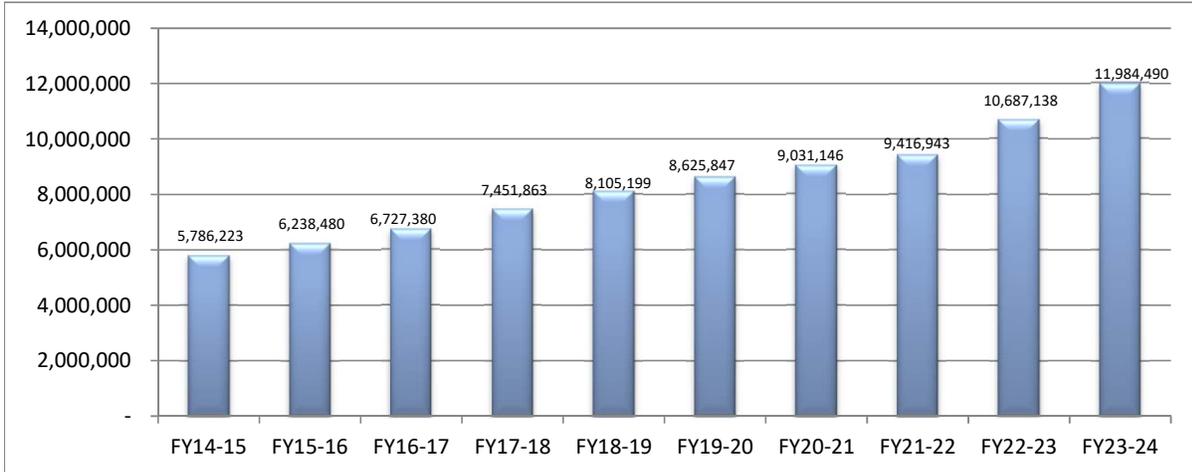
GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY THRU 05/31/23	2023-24 ADOPTED BUDGET
OTHER & MISCELLANEOUS						
406-0000-3610.100	Interest Earned	14,608	11,780	11,780	49,278	43,800
406-0000-3690.904	P-CARD REBATE	4,046	4,300	4,300	3,656	3,600
406-0000-3840.000	Debt Proceeds	0	0	0	0	0
406-0000-3890.901	Appropriate Fund Balance R/E	0	0	8,200	0	0
OTHER & MISCELLANEOUS		18,654	16,080	24,280	52,934	47,400
ESTIMATED REVENUES - FUND 406		1,195,878	1,104,680	1,112,880	867,080	1,294,500
<hr/>						
ESTIMATED REVENUES - ALL FUNDS		43,926,488	48,560,541	63,002,225	35,202,170	51,706,819

**CITY OF WILTON MANORS
2023-2024 BUDGET**

MAJOR REVENUE SOURCES

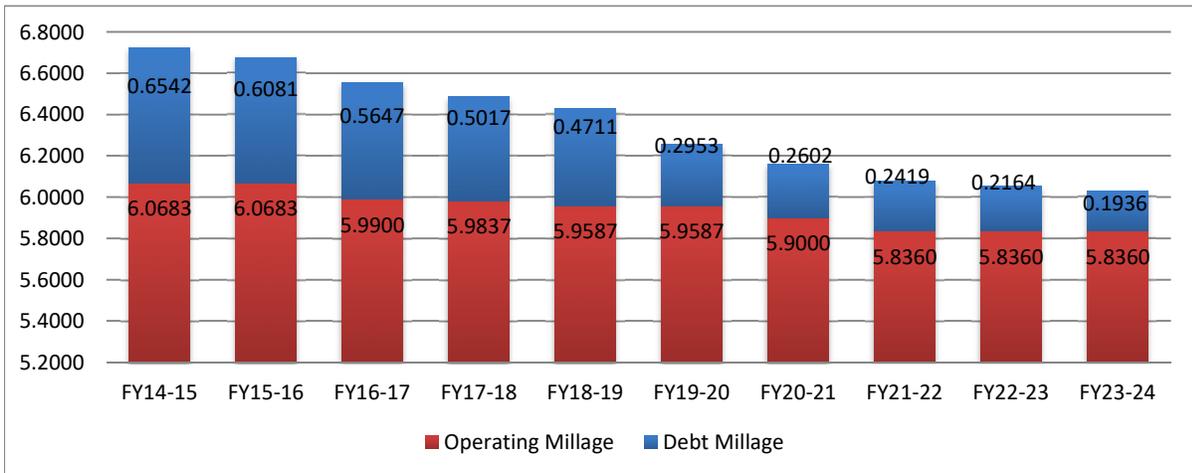
Governmental Funds

Property Tax - Operating Current

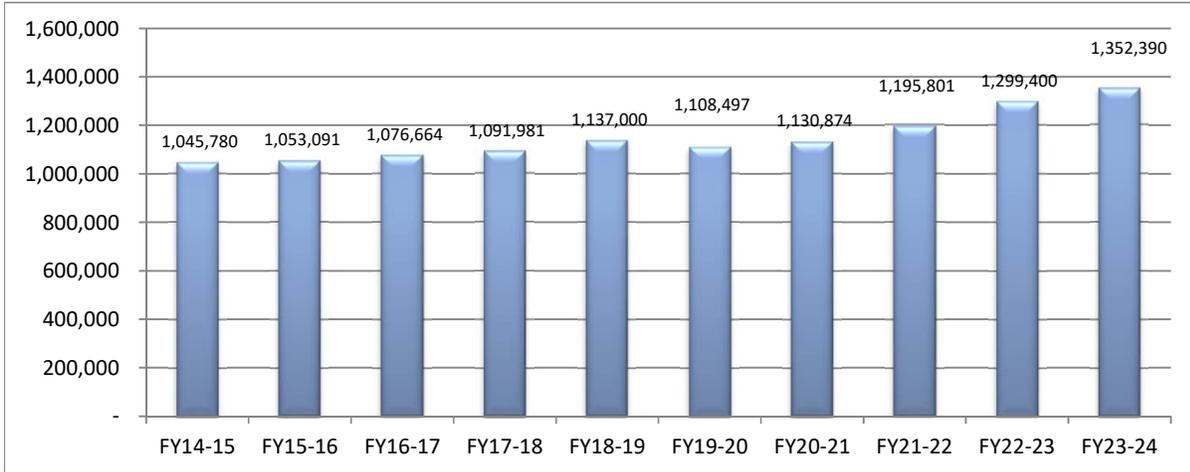


The major revenue source funding of the City of Wilton Manor's general operations continues to be property taxes. Property taxes are authorized by Chapter 166, Florida Statutes. The Florida Constitution limits local governments to a maximum of 10 mills of Ad Valorem taxation. The City's Taxable Value at July 1, 2023 is \$2,117,056,882, a total overall increase of 12.30% 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 \$1,297,352.

Ad Valorem Tax Rate History

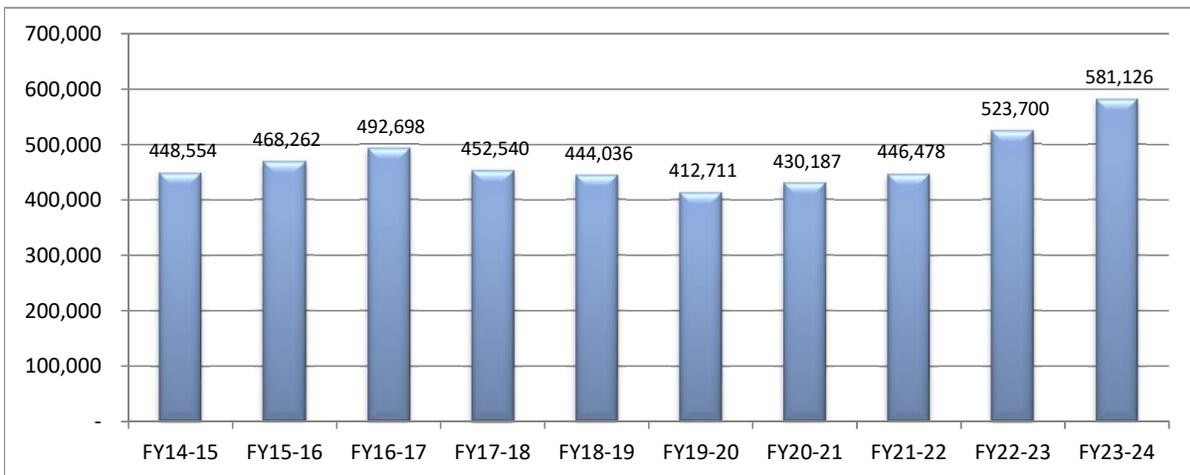


10% Utility Tax - Electric



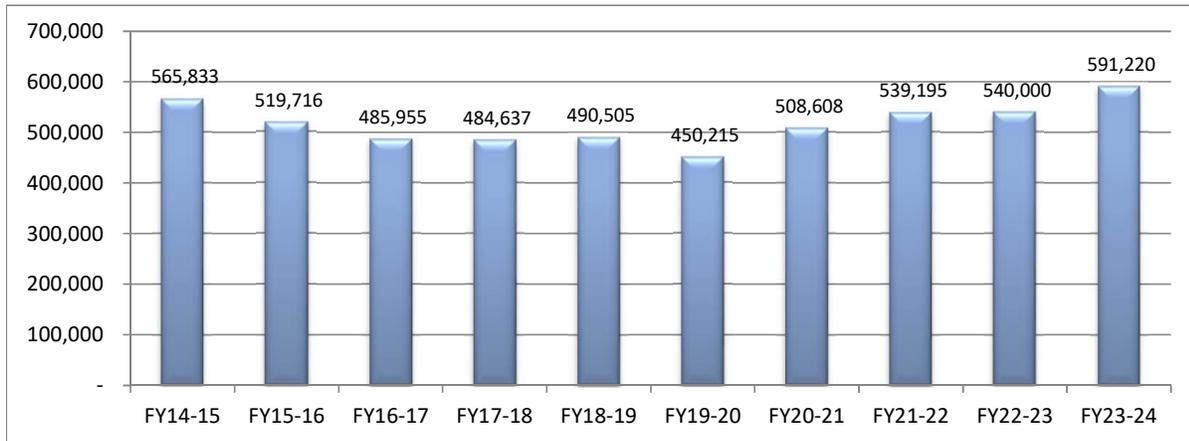
Section 166.231(1)(A), Florida Statutes, authorizes a city to collect Public Service or Utility Taxes. The City levies a 10% utility tax on electricity provided by FPL to the residents of the city.

10% Utility Tax - Water



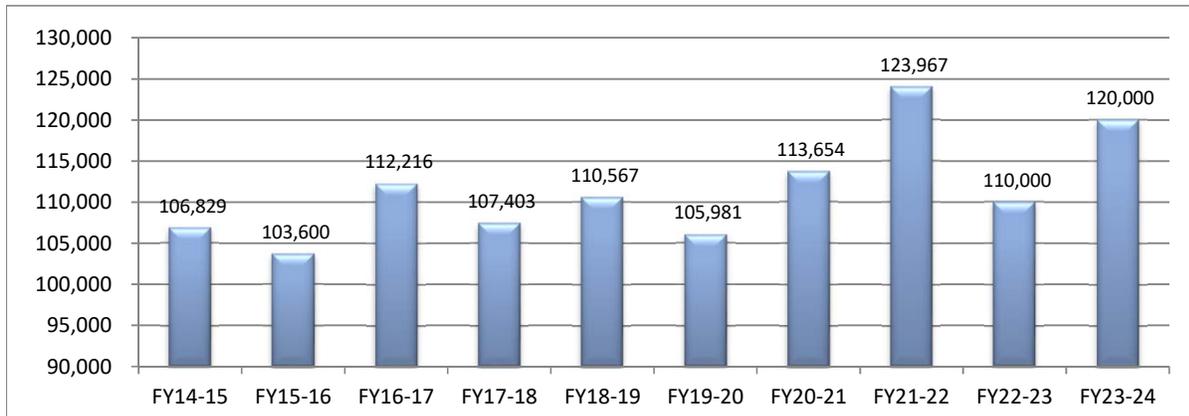
The City levies 10% utility tax on water services. The revenue estimate is 10% of projected water revenue of the Water Utility Fund.

Communication Service Tax



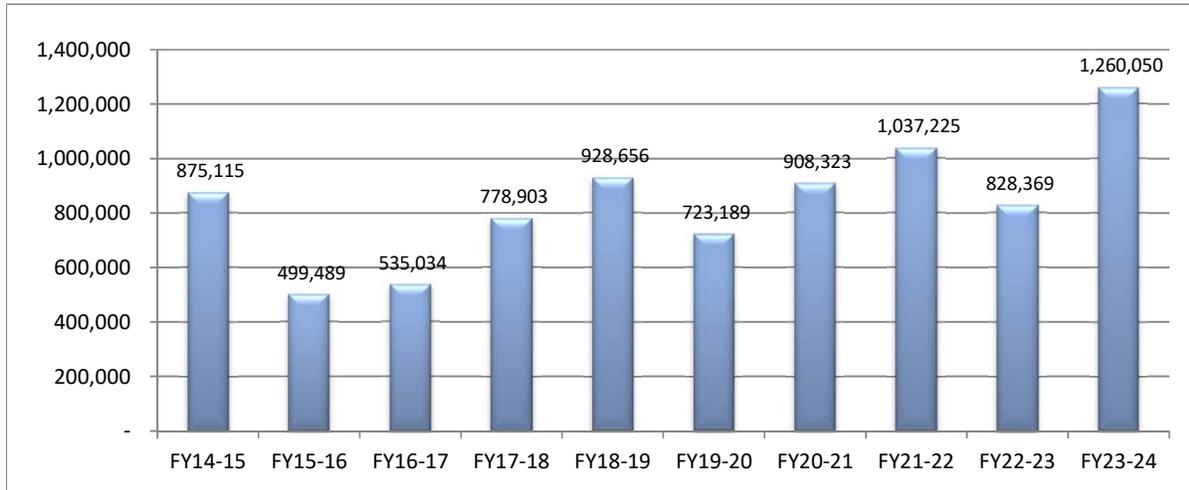
Communications Service Tax (CST) applies to telecommunications, video, direct-to-home satellite, and related services. The tax is imposed on retail sales of communications services which originate and terminate in the state and are billed to an address within the state. The CST revenue is collected and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

Local Business Tax



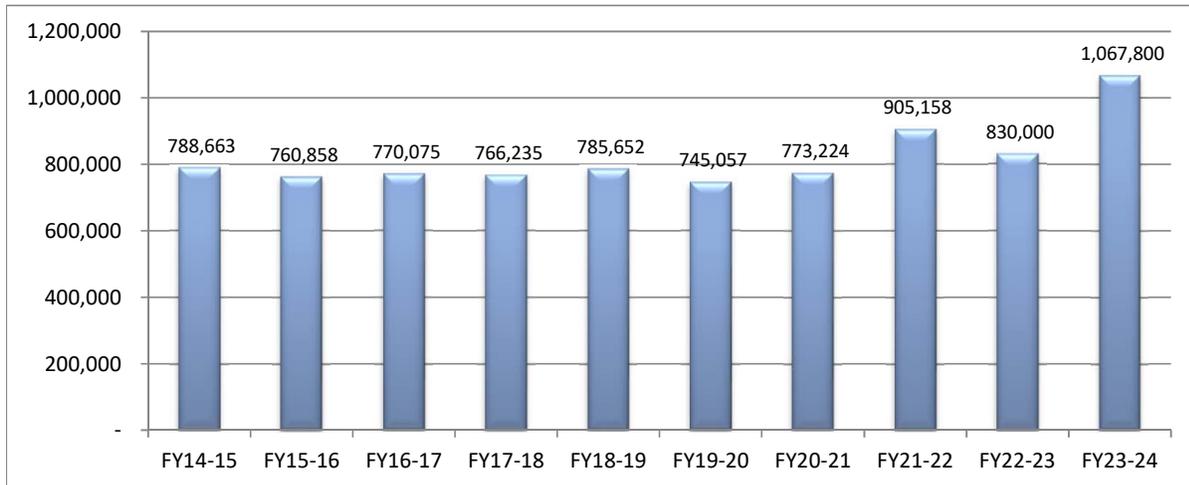
Pursuant to Chapter 205, Florida Statutes, the City has adopted an ordinance imposing a business tax for the privilege of engaging in or managing any business, profession, or occupation within the City. Business tax receipt fees vary based on the type of business.

Building Permits



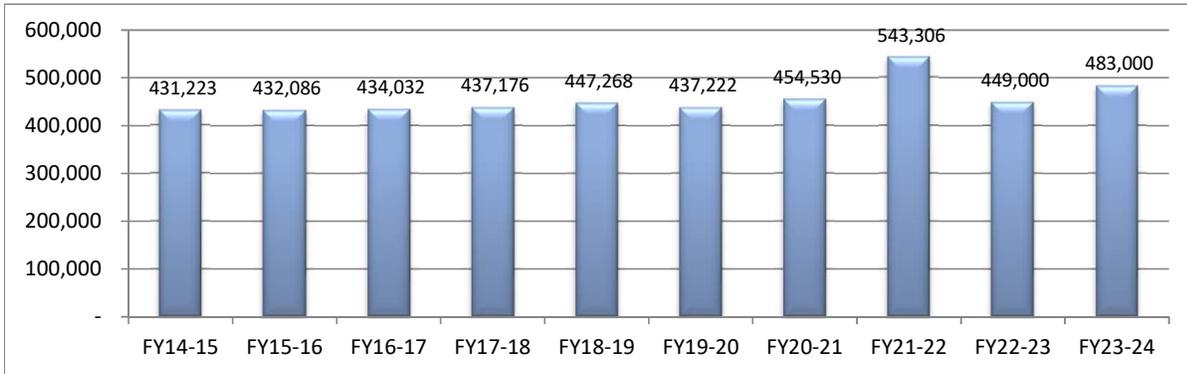
Permits must be obtained by individuals or businesses that perform construction work within City limits. These permits are issued for construction such as plumbing, electrical, structural, mechanical, etc. The fees are set by Ordinance or Resolution. A significant increase in revenue occurred in 2015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

Franchise Fee - Electric



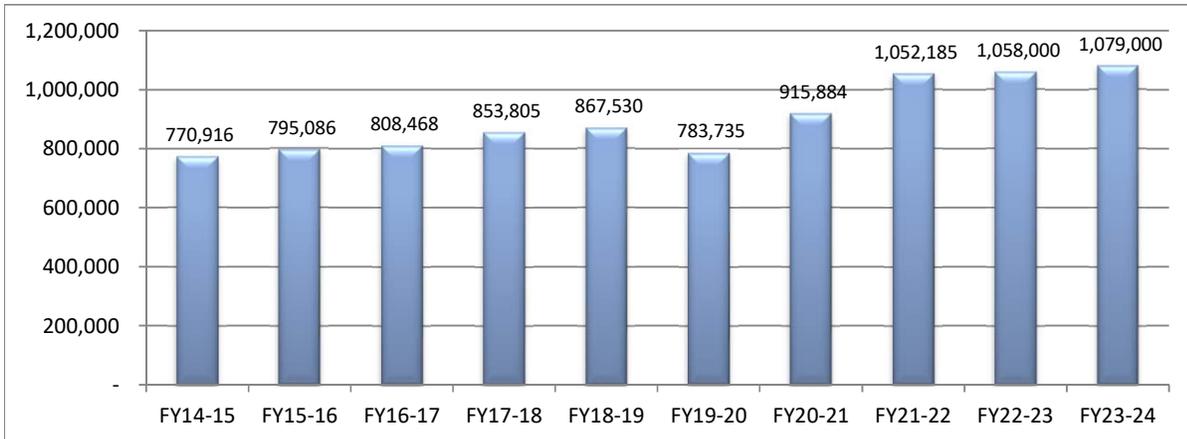
A city may charge electric companies for the use of its right-of-way per Florida Statute 166.021 and 337.401. The City enacted Ordinance 927 granting Florida Power and Light Company an electric franchise in exchange for a 5.9% fee.

State Revenue Sharing



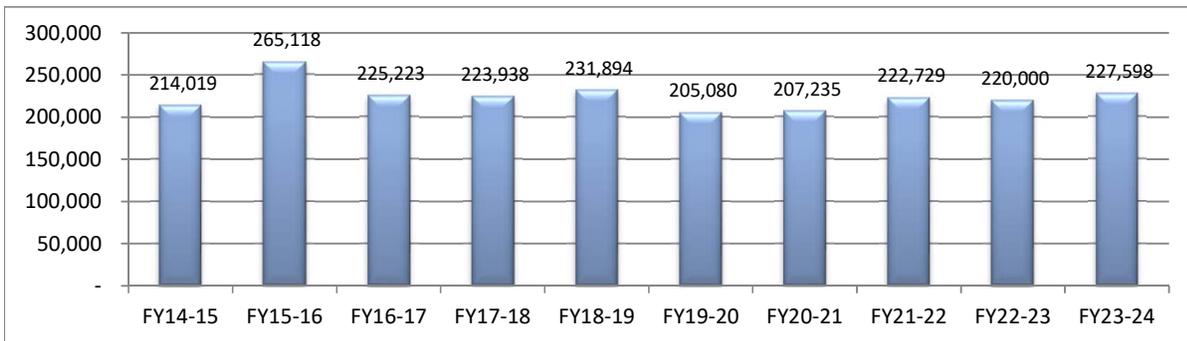
The Florida Revenue Sharing Act of 1972 was a major attempt by the Legislature to ensure a minimum level of revenue parity across units of local government. Provisions in the enacting legislation created the Revenue Sharing Trust Fund for Municipalities, which currently receives 1.3653 percent of sales and use tax collections and the net collections from the one-cent municipal fuel tax. As of 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. Beginning January 1, 2024, 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. An allocation formula serves as the basis for revenue distribution to each municipality that meets strict eligibility requirements. (Source: Local Government Financial Information Handbook, Office of Economic and Demographic Research)

Half Cent Sales Tax



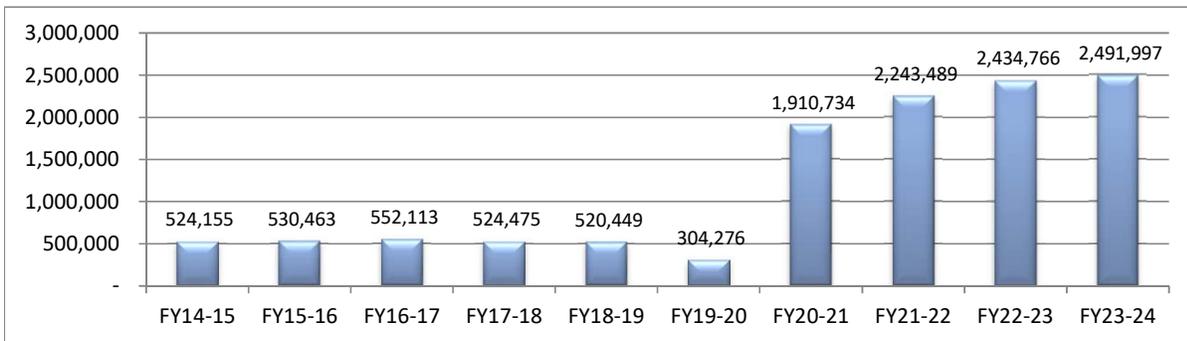
Authorized in 1982, the Local Government Half-Cent Sales Tax Program generates the largest amount of revenue for local governments among the state-shared revenue sources currently authorized by the Legislature. It distributes a portion of state sales tax revenue via three separate distributions to eligible 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 purpose is to provide relief from ad valorem and utility taxes in addition to providing counties and municipalities with revenue for local programs. (Source: Local Government Financial Information Handbook, Office of Economic and Demographic Research)

Local Option Fuel Taxes



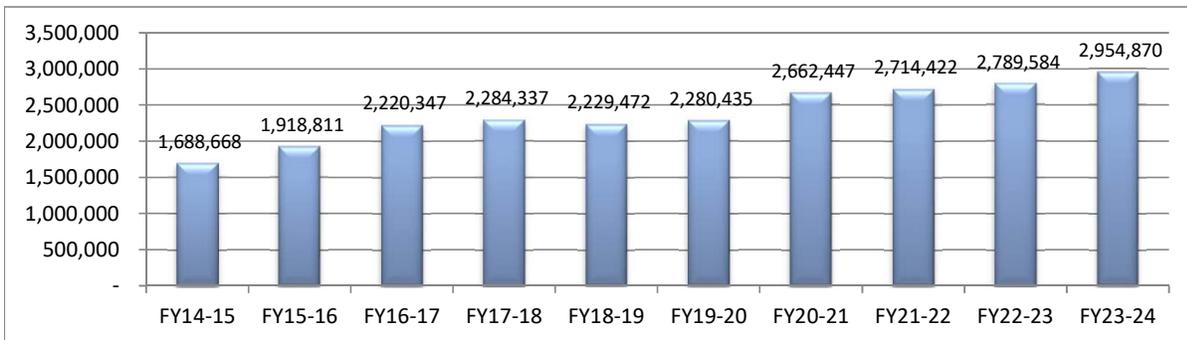
A county's proceeds from the 1 to 6 cents and 1 to 5 cents fuel taxes are distributed by the State according to the distribution factors determined at the local level by inter-local agreement between county and municipalities within the county's boundaries. These funds must be used for transportation 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 to the impact of the Covid-19 pandemic. 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 FY21, FLL billed the City for services under the contract, net of the EMS fees collected. Beginning in FY21, the City allocated indirect costs incurred by the General Fund to other funds using a formal indirect cost allocation plan study performed by an outside consultant.

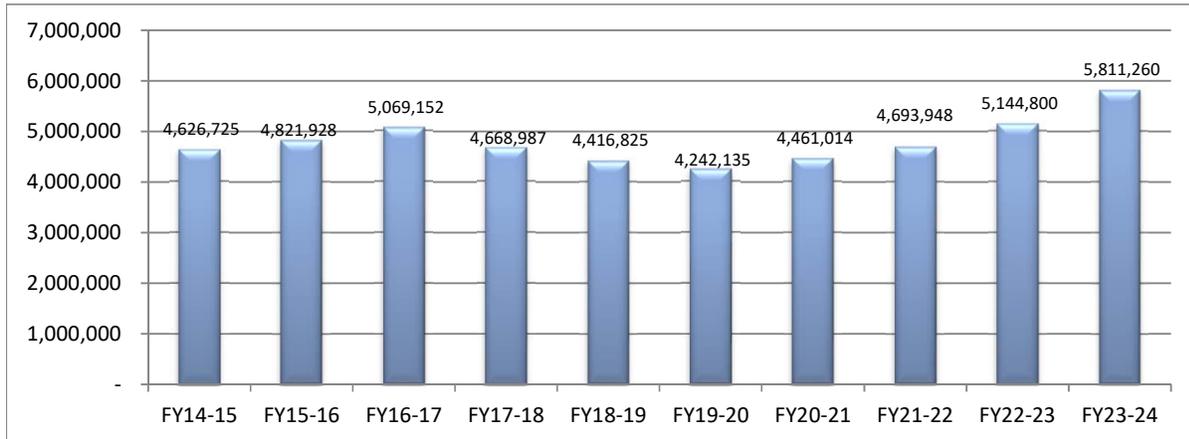
Fire Assessment Fees



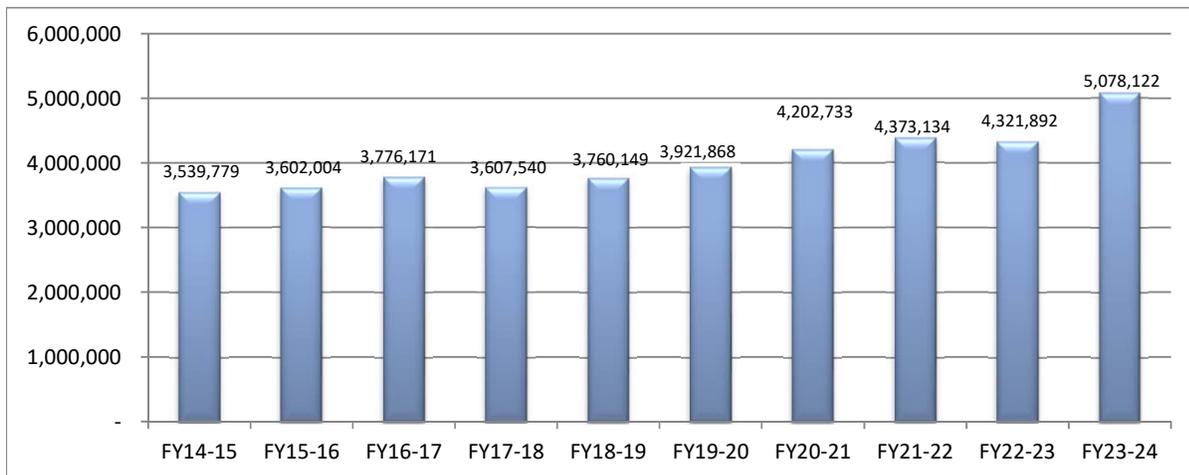
The City has contracted with the City of Fort lauderdale (CFL) to provide Fire and Emergency Medical Services (EMS). The principal source of revenue for the Fire Assessment Fund is the City's Fire Assessment Fee. These fees are calculated based on expenditures for the fire portion only of the CFL contract and on the City's other fire-related expenditures. The proposed fire assessment fee for single family homeowners for FY24 is \$319.55.

Enterprise Funds

Charges for Services - Water

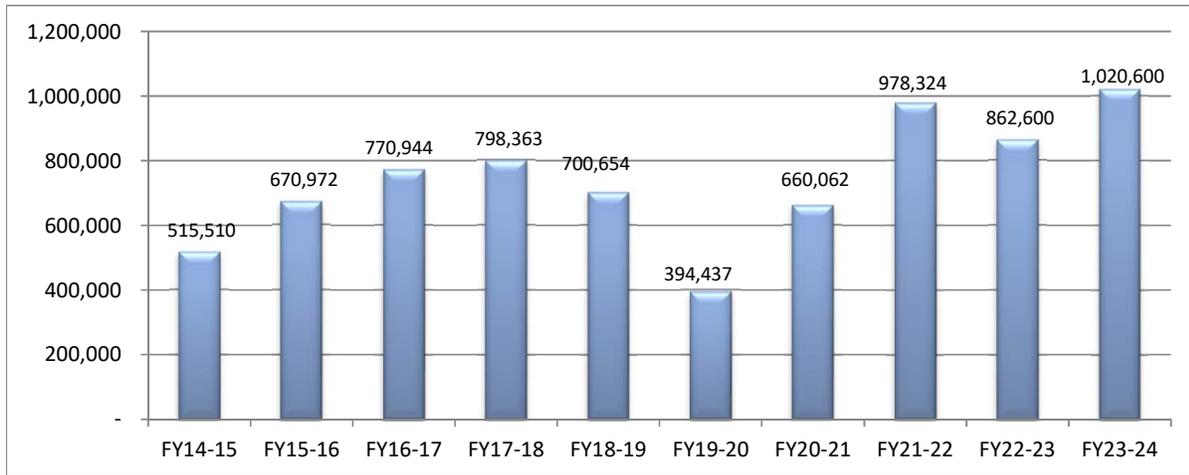


Charges for Services - Sewer



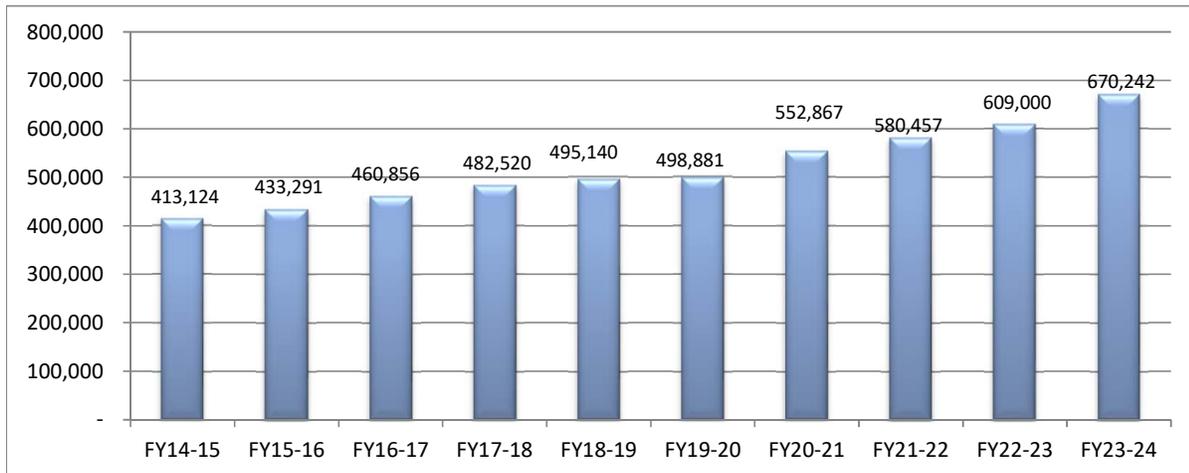
Users of water and sewer services are charged an appropriate amount to pay the cost of providing and maintaining the City's water and sewer distribution systems. Costs are reviewed annually and fees are adjusted as needed. The City has no water or sewer treatment facilities of its own. Water is supplied 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 10% 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.

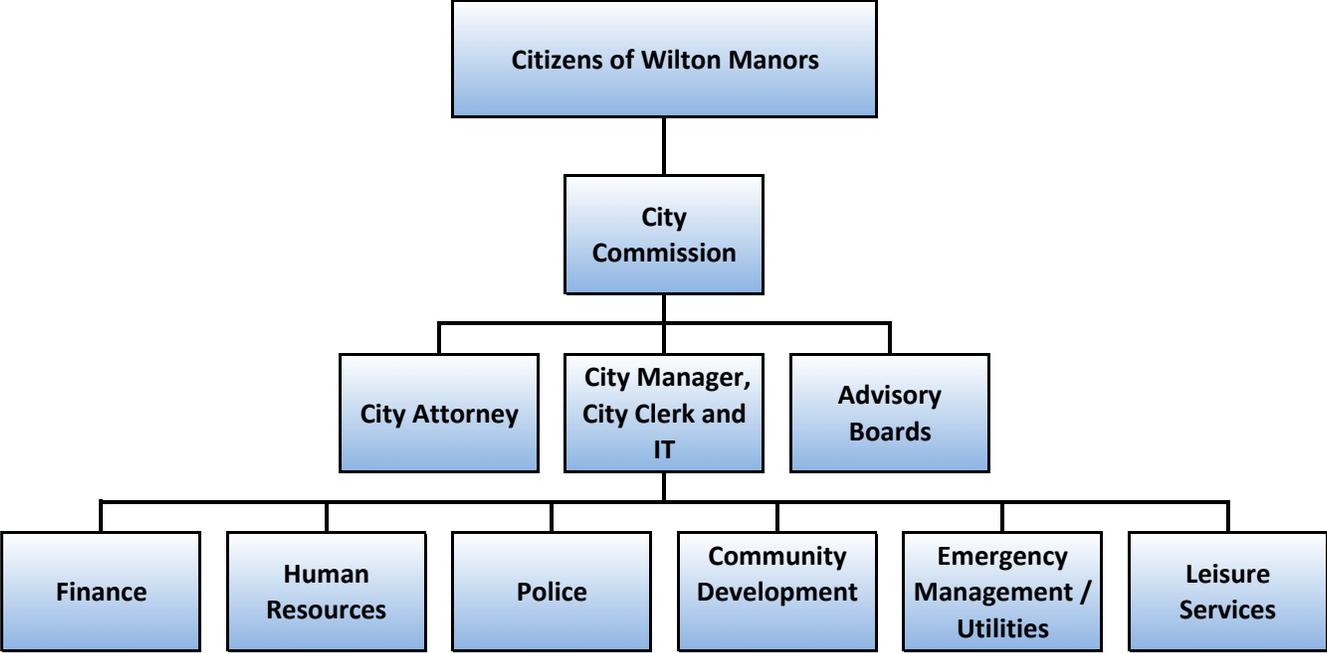
The City Commission holds regular meetings on the second and fourth Tuesdays of each month, at which time City policy is established through the passage of ordinances and resolutions. Additional Commission meetings and special meetings and workshops are held periodically as required.

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.

Strategic Plan

The City Commission is responsible for the development and review of the City's strategic plan (Page 44). During development, the City Commission is responsible for defining the vision, mission and organization values, as well as, setting the overriding goals for the five-year period. As part of the budget process, the Commission ensures the budget is aligned with the strategic plan goals and objectives.

City of Wilton Manors



DEPARTMENTAL BUDGET SUMMARY
MAYOR AND CITY COMMISSION

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 53,400	\$ 133,173	\$ 140,212
Personnel Benefits	\$ 100,131	154,352	187,720
Operating Expenditures	\$ 15,407	41,632	46,151
Capital	\$ -	-	-
Debt Service	\$ -	-	-
Depreciation	\$ -	-	-
Interfund Transfers	\$ -	-	-
TOTAL DEPARTMENT COST	\$ 168,938	\$ 329,157	\$ 374,083

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5111 - MAYOR/COMMISSION						
1	PERSONNEL WAGES					
2	001-5111-5111.000 Executive Salaries	50,250	130,023	130,023	91,792	137,812
3	001-5111-5151.000 Cellular Phone Stipend	2,400	2,400	2,400	1,800	2,400
4	001-5111-5157.000 Tax Equity Stipends	750	750	750	125	
5	PERSONNEL WAGES	53,400	133,173	133,173	93,717	140,212
6						
7	PERSONNEL BENEFITS					
8	001-5111-5211.000 FICA	3,146	6,484	6,484	5,906	10,541
9	001-5111-5222.000 Pension - FRS	25,066	74,104	74,104	43,851	79,712
10	001-5111-5231.000 Life & Health Insurance	71,919	73,764	73,764	56,661	97,467
11	001-5111-5232.000 Insurance Opt-Out					
12	PERSONNEL BENEFITS	100,131	154,352	154,352	106,418	187,720
13						
14	OPERATING EXPENDITURES					
15	001-5111-5401.000 Meetings & Conferences	2,749	16,700	16,700	270	16,700
16	001-5111-5411.000 Telephone	442	472	472	243	901
17	001-5111-5412.000 Postage	294	260	260	143	350
18	001-5111-5481.000 Promotional Activities	5,710	14,700	14,700	3,708	18,200
19	001-5111-5511.000 Office Supplies	0	400	400	40	400
20	001-5111-5521.000 Operating Supplies	51	400	400	204	400
21	001-5111-5541.000 Subs, Memberships, Dues	6,161	8,700	8,700	3,248	9,200
22	OPERATING EXPENDITURES	15,407	41,632	41,632	7,856	46,151
23						
24	Totals for dept 5111 - MAYOR/COMMISSION	168,938	329,157	329,157	207,991	374,083

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.

Strategic Plan

In addition to the City Manager being responsible for establishing and overseeing the strategic planning process, several parts of the strategic plan are specifically owned by members of the City Manager's Office.

Goal A: Advance Infrastructure Improvements

Objective 3. Identify Opportunities to Improve Transportation Flow

Strategies

- a. Conduct a Transportation Mobility Plan study to identify needed improvements

Results: Working with Broward County Metropolitan Planning Organization to conduct a study; Funding for the study was appropriated in the FY 22-23 budget.

Goal B: Promote Economic Development

Objective 1. Promote Business Retention and Attraction

Strategies

- a. Develop incentive programs to assist new and existing businesses

Results – Established the Business Enhancement Grant Program; Developed and conducted business related classes free to City businesses to assist with learning new skills

- b. Develop branding strategies for the City

Results – Contracted for and completed a Market Analysis & Branding Study; the City is considering what parts, if not all, they wish to implement

Objective 4. Promote Wilton Manors as a Tourist Destination

Strategies

- a. Create a comprehensive marketing campaign

Results – Conducting a request for proposal for a marketing consultant to assist in developing a campaign

KPI: Annual Business Licenses Issued/Closed

Goal: Three (3) percent increase in business licenses

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Number of Business License Renewals	1,101	947	806
Number of New Business Licenses Issued	29	26	54
Number of Business Licenses Closed	98	115	145
Net Number of Business Licenses	1,032	858	715

Goal C: Enhance Quality of Life and Livability

Objective 3. Promote the Public Health and Welfare of City Residents

Strategies

- a. Develop partnership with wellness organization

Results – Established partnership with Broward County Health Department to provide vaccinations free of charge to residents

Goal D: Cultivate Efficient and High Performing Government

Objective 1. Identify Operational Efficiencies and Improvements for City Departments and Programs

Strategies

- a. Schedule operational studies for one to two department staggered over the five-year period

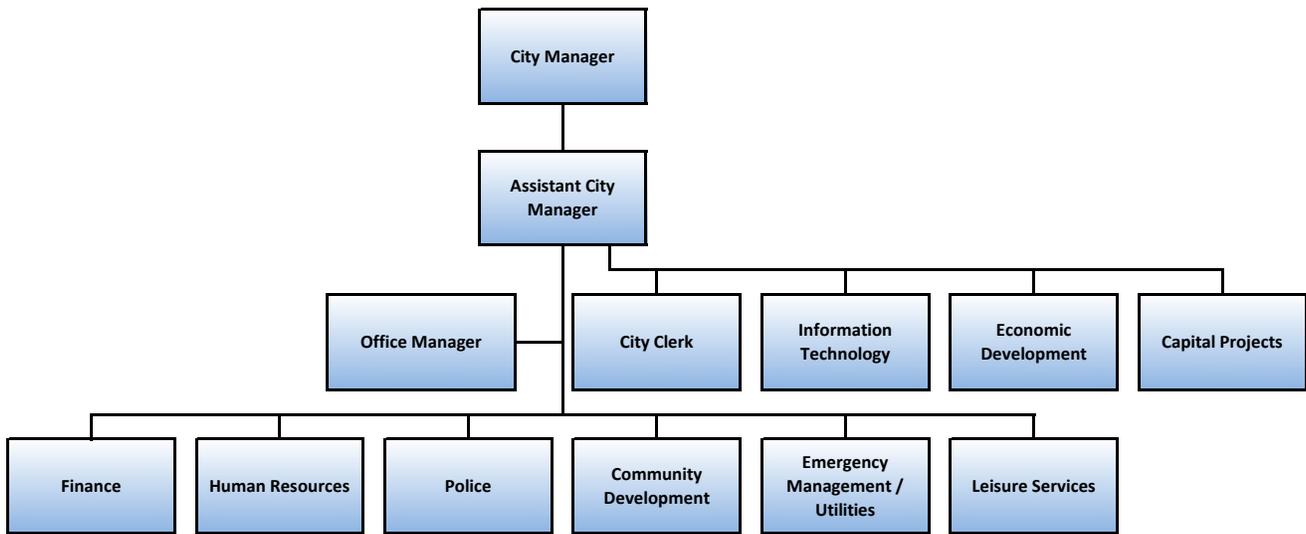
Results – Contracted for and received operational efficiency study of Community Development Services in FY 2021; Contracted for operational study of Emergency Management/Utilities and Leisure Services in FY 2022 to be conducted in FY 2023; Budgeted to contract for an operational review of administrative departments in FY 2023

KPI: Employee Turnover

Goal: Reduce turnover by 2% annually

	FY 20/21	FY 21/22	FY 22/23
			Jun YTD
Overall Turnover %	18.1%	19.7%	16.0%
Full-time Turnover %	15.7%	17.1%	14.0%
Part-time Turnover %	32.2%	29.0%	22.0%
Number of employees that resigned/ retired/ terminated	27	28	25

City Manager



DEPARTMENTAL BUDGET SUMMARY
CITY MANAGER

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 603,037	\$ 668,684	\$ 696,984
Personnel Benefits	313,059	344,529	373,634
Operating Expenditures	274,396	1,485,769	713,995
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 1,190,492	\$ 2,498,982	\$ 1,784,613

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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
Econ Dev Mgr / Asst to City Mgr	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5112 - CITY MANAGER						
1	PERSONNEL WAGES					
2	001-5112-5121.000 Salaries - Full Time	592,218	656,434	656,434	407,055	685,454
3	001-5112-5141.000 Overtime	1,819	3,000	3,000	1,460	3,000
4	001-5112-5151.000 Cellular Phone Stipend	3,000	3,000	3,000	1,520	2,280
5	001-5112-5154.000 Duty Pay		250	250		250
6	001-5112-5155.000 Vehicle Allowance	6,000	6,000	6,000	4,000	6,000
7	PERSONNEL WAGES	603,037	668,684	668,684	414,035	696,984
8						
9	PERSONNEL BENEFITS					
10	001-5112-5211.000 FICA	41,671	42,048	42,048	26,786	40,901
11	001-5112-5221.000 Pension - WM	74,033	70,662	70,662	70,662	71,379
12	001-5112-5222.000 Pension - FRS	127,449	159,364	159,364	89,638	178,999
13	001-5112-5231.000 Life & Health Insurance	69,906	72,455	72,455	42,388	82,355
14	PERSONNEL BENEFITS	313,059	344,529	344,529	229,474	373,634
15						
16	OPERATING EXPENDITURES					
17	001-5112-5311.000 Professional Services	61,287	165,000	348,490	86,306	215,000
18	001-5112-5341.000 Contractual Services	8,731	275,000	299,179	48,833	199,000
19	001-5112-5401.000 Meetings & Conferences	7,362	13,300	13,300	(147)	6,800
20	001-5112-5411.000 Telephone	1,171	1,062	1,062	736	847
21	001-5112-5412.000 Postage	336	200	200	9	300
22	001-5112-5471.000 Printing & Binding	133	0	0	0	4,200
23	001-5112-5481.000 Promotional Activities	23,136	38,500	66,656	12,246	48,500
24	001-5112-5483.000 Economic Development	142,107	550,000	638,026	56,660	222,000
25	001-5112-5483.000-01 CH Master Plan	17,044	5,000	103,361	6,925	
26	001-5112-5511.000 Office Supplies	1,760	1,300	1,300	1,821	2,000
27	001-5112-5521.000 Operating Supplies	769	600	600	77	500
28	001-5112-5541.000 Subs, Memberships, Dues	10,560	13,595	13,595	12,254	14,848
29	OPERATING EXPENDITURES	274,396	1,063,557	1,485,769	225,720	713,995
30						
31	Totals for dept 5112 - CITY MANAGER	1,190,492	2,076,770	2,498,982	869,229	1,784,613

**CITY OF WILTON MANORS
Fiscal Year 2023-24
NEW OPERATING PROJECTS
ADOPTED BUDGET**

Line #	Project Description	FY2024
	Operating Projects	
	City Manager's Office - 5112	
1	Broward County Naturescape Rebate Service	\$9,000
2		
3	Total City Manager's Office	\$9,000

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
City Manager Office		4/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Project Title		Accounting String	
Broward County Naturescape Irrigation Rebate Service		Unsure	

Provide a Detailed Description of the Project
 The program currently requires a base commitment of \$4000 plus rebates. We are calculating ten rebates annually (\$9000) for a total investment of \$45,000 over 5 years. Additional information available at <https://www.broward.org/irrigationrebate/Pages/default.aspx>.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
 Encourages residents to conserve water.

Explain any Recurring Operating Costs
 Operating costs will be \$9000 annually.

Alignment to Strategic Plan
 Goal 6: Improve Economic Sustainability

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$0	\$0
Recurring Costs						
23-24	Rebate Program				9,000	9,000
24-25	Rebate Program				9,000	9,000
25-26	Rebate Program				9,000	9,000
26-27	Rebate Program				9,000	9,000
						0
	Total Proposed Recurring Costs	\$0	\$0	\$0	\$36,000	\$36,000
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$3	\$3
	Total Costs	\$0	\$0	\$0	\$36,000	\$36,000
	Cost per Resident Served	\$0	\$0	\$0	\$3	\$3

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.

Strategic Plan

Goal D. Cultivate Efficient and High Performing Government

Objective 4. Achieve Greater Diversity on City Boards and Committees

Strategies

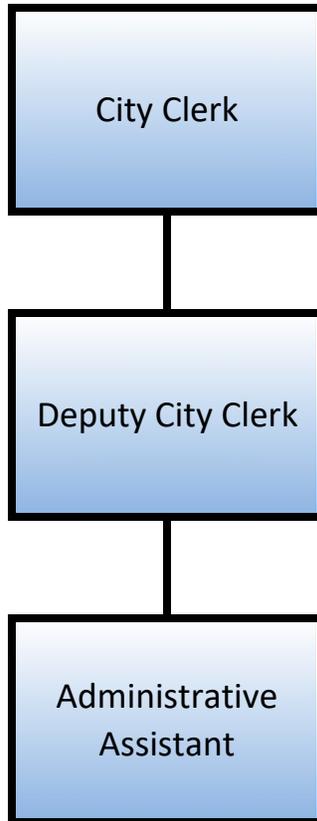
- a. Evaluate procedures for board and committee appointments

Results – Made changes to process in FY 2021

- b. Engage with residents and community groups

Results – Ongoing engagement

City Clerk



DEPARTMENTAL BUDGET SUMMARY
CITY CLERK

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 162,847	\$ 194,529	\$ 207,055
Personnel Benefits	92,335	105,240	119,960
Operating Expenditures	38,118	69,663	73,336
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 293,300	\$ 369,432	\$ 400,351

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5113 - CITY CLERK						
1	PERSONNEL WAGES					
2	001-5113-5121.000 Salaries - Full Time	160,604	156,261	156,261	120,148	160,438
3	001-5113-5131.000 Salaries - Part Time	0	36,478	36,478	0	44,827
2	001-5113-5141.000 Overtime	1,703	1,000	1,000	1,126	1,000
3	001-5113-5151.000 Cellular Phone Stipend	540	540	540	360	540
4	001-5113-5154.000 Duty Pay	0	250	250	0	250
5	PERSONNEL WAGES	162,847	194,529	194,529	121,634	207,055
6						
7	PERSONNEL BENEFITS					
8	001-5113-5211.000 FICA	12,127	11,596	11,596	9,074	11,852
9	001-5113-5211.005 FICA - Part Time	0	2,791	2,791	0	3,429
10	001-5113-5221.000 Pension - WM	21,073	21,596	21,596	21,596	20,958
11	001-5113-5222.000 Pension - FRS	31,098	41,221	41,221	25,132	46,886
12	001-5113-5231.000 Life & Health Insurance	28,037	28,036	28,036	22,304	36,835
13	PERSONNEL BENEFITS	92,335	105,240	105,240	78,106	119,960
14						
15	OPERATING EXPENDITURES					
16	001-5113-5341.000 Contractual Services	8,941	19,600	19,600	8,768	19,600
17	001-5113-5401.000 Meetings & Conferences	100	2,900	2,900	150	2,900
18	001-5113-5411.000 Telephone	942	1,007	1,007	468	848
19	001-5113-5412.000 Postage	302	500	500	143	500
20	001-5113-5462.000 Equipment Maint-Repair	0	250	250	0	250
21	001-5113-5465.0000 Copy Machine	0	0	0	0	3,832
22	001-5113-5481.000 Promotional	2,327	2,000	2,000	18	2,000
23	001-5113-5482.000 Advertising	15,280	10,000	10,000	5,466	10,000
24	001-5113-5492.000 Elections		10,000	10,000	6,333	10,000
25	001-5113-5493.000 Codification	7,373	10,000	20,556	10,874	20,556
26	001-5113-5511.000 Office Supplies	133	1,000	1,000	16	1,000
27	001-5113-5521.000 Operating Supplies	752	500	500	0	500
28	001-5113-5541.000 Subs, Memberships, Dues	714	600	600	2,200	600
29	001-5113-5542.000 Training/Education	1,254	750	750	2,015	750
30	OPERATING EXPENDITURES	38,118	59,107	69,663	36,451	73,336
31						
32	Totals for dept 5113 - CITY CLERK	293,300	358,876	369,432	236,191	400,351

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.

Strategic Plan

Goal A: Advance Infrastructure Improvements

Objective 1. Improve Water, Stormwater, and Wastewater Infrastructure

Strategies

- a. Develop a timeline with funding options to complete the infrastructure improvement projects

Results – In October 2021, the City Commission approved the capital improvement plan (CIP) setting the time line for projects to be completed; American Rescue Plan Act funds and reserves were used to fund the first year of the CIP for FY 22-23; The City is in the process of submitting a Letter of Interest to the Environmental Protection Agency (EPA) for Water Infrastructure Finance and Innovation Act (WIFIA) financing for fiscal years 2023-24 through 2027-28.

KPI: Wastewater Infrastructure

Goal: Reach 1.8 MGD by 12/31/2024

	FY 20/21	FY 21/22	FY 22/23
FLL Average daily wastewater flow, MGD	1.751	2.094	2.316
LS #11 Average daily flow, MGD	2.150	2.100	2.265
FDEP Expected daily wastewater flow, MGD	1.800	1.800	1.800
FLL Allocated Daily wastewater flow, MGD	1.980	1.980	1.980

Goal: Total wastewater gallons delivered at 90% of water purchases

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Gallons of wastewater delivered, MG	639,176	764,171	863,173
Gallons of water purchased, MG	498,901	495,609	764,605
	128.12%	154.19%	112.89%

Goal C. Enhance Quality of Life and Livability

Objective 4. Assess and Adapt to the Changing Need of Residents

Strategies

- a. Provide easy access to businesses and residences in the City

Results – Contracted with Circuit to provide an app based micro-transit program within the city limits seven days a week

Goal D. Cultivate Efficient and High Performing Government

Objective 6. Ensure the City is Competitive in Attracting and Retaining a Diverse High-quality Workforce

Strategies

- a. Fund prioritized recommendations from the classification and compensation study

Results – Successfully funded 100% of the prioritized recommendations in FY 2022-23

KPI: Employee Turnover

Goal: Reduce turnover by 2%

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Overall Turnover %	18.1%	19.7%	22.0%
Full-time Turnover %	15.7%	17.1%	19.0%
Part-time Turnover %	32.2%	29.0%	30.0%
Number of employees that resigned/ retired/ terminated	27	28	35

Goal E. Exhibit Fiscal Responsibility

Objective 1. Develop a Long-term Funding Plan for Infrastructure Projects

Strategies

- a. Assess American Rescue Plan Act (ARPA) funds for use in funding infrastructure projects

Results – Allocated 84.4% of ARPA funds to the first year of the CIP for infrastructure projects

- b. Collaborate with the City’s financial advisor to establish funding for fiscal years 2023-24 through 2027-28

Results – Collaborated with Ford & Associates to prepare a Letter of Interest for WIFIA financing to be submitted to the EPA

KPI: General Fund Unassigned Fund Balance

Goal: Budgeted unassigned fund balance is within 15% to 20% of budgeted expenditures

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Budgeted GF Unassigned FB as % of Expenditures	15%	15%	20%

Goal: Zero unassigned fund balance dollars are used to balance the adopted general fund budget

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Unassigned fund balance used to balance GF at adoption	0	0	0 *
* \$1.5 million of non-recurring dollars was used to fund projects that would not have been funded otherwise			

KPI: External Audit Comments

Goal: Zero comments received in the annual external audit

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Number of Audit Comments	0	0	0

KPI: Grants Awarded

Goal: Increase number of grants received by 10% annually

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Number of grant awards received	10	9	9
Grant dollars awarded	\$832,469	\$1,083,232	\$3,104,784

Goal F. Improve Environment Sustainability

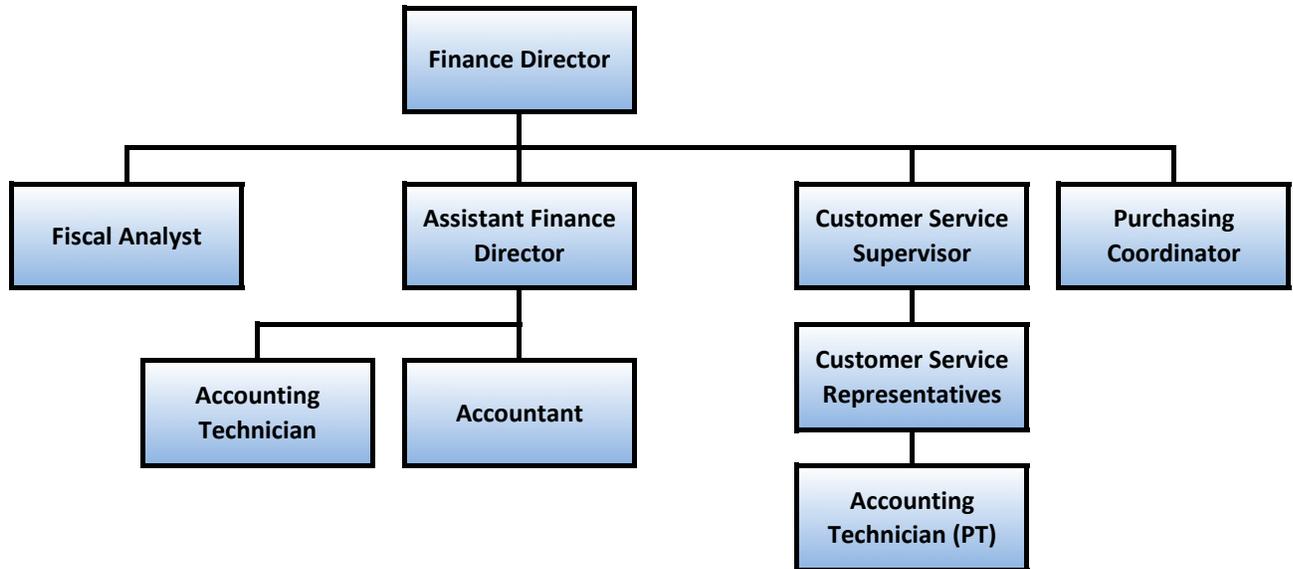
Objective 3. Reduce the City's Carbon Footprint by at Least 1% Each Year through 2028

Strategies

- a. Provide 100% electric micro-transit transportation program within the City

Results - Contracted with Circuit to provide a 100% electric micro-transit program within the city limits seven days a week

Finance



DEPARTMENTAL BUDGET SUMMARY
FINANCE

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 415,524	\$ 517,482	\$ 562,935
Personnel Benefits	249,586	293,576	318,048
Operating Expenditures	42,196	47,789	51,302
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 707,306	\$ 858,847	\$ 932,285

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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	1.00	1.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00	1.00
Total Full Time	5.95	5.95	5.95	5.95
Part Time Accounting Technician	0.50	0.13	0.50	0.00
Total Part Time	0.50	0.13	0.50	0.00
FINANCE TOTALS	6.45	6.08	6.45	5.95

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5114 - FINANCE						
1	PERSONNEL WAGES					
2	001-5114-5121.000 Salaries - Full Time	402,783	505,380	505,380	258,213	561,031
3	001-5114-5131.000 Salaries - Part Time	11,443	10,197	10,197	4,694	0
4	001-5114-5141.000 Overtime	122	501	501	1,043	500
5	001-5114-5151.000 Cellular Phone Stipend	1,176	1,404	1,404	480	1,404
6	PERSONNEL WAGES	415,524	517,482	517,482	264,430	562,935
7						
8	PERSONNEL BENEFITS					
9	001-5114-5211.000 FICA	29,784	38,035	38,035	19,265	39,625
10	001-5114-5211.005 FICA Part Time	858	780	780	359	0
11	001-5114-5221.000 Pension - WM	54,038	50,918	50,918	50,918	56,063
12	001-5114-5222.000 Pension - FRS	91,187	115,335	115,335	64,269	128,740
13	001-5114-5231.000 Life & Health Insurance	73,719	88,508	88,508	46,228	93,620
14	001-5114-5232.000 Insurance Opt-Out				200	
15	PERSONNEL BENEFITS	249,586	293,576	293,576	181,239	318,048
16						
17	OPERATING EXPENDITURES					
18	001-5114-5311.000 Professional Services	10,500	9,500	9,500	20,312	12,800
19	001-5114-5321.000 Audit & Accounting	13,920	15,200	15,200	26,000	16,800
20	001-5114-5401.000 Meetings & Conferences	6,829	9,140	9,140	1,157	9,040
21	001-5114-5411.000 Telephone	1,943	1,869	1,869	937	1,692
22	001-5114-5412.000 Postage	2,130	2,350	2,350	1,857	2,400
23	001-5114-5471.000 Printing & Binding	2,843	2,275	2,275	0	2,275
24	001-5114-5511.000 Office Supplies	2,275	1,700	1,700	1,457	2,000
25	001-5114-5521.000 Operating Supplies	36	1,385	1,385	97	1,300
26	001-5114-5541.000 Subs, Memberships, Dues	1,660	1,770	1,770	885	1,995
27	001-5114-5542.000 Training/Education	60	2,400	2,400	684	800
28	001-5114-5543.000 Books & Manuals	0	200	200	0	200
29	OPERATING EXPENDITURES	42,196	47,789	47,789	53,386	51,302
30						
31	Totals for dept 5114 - FINANCE	707,306	858,847	858,847	499,055	932,285

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.

Strategic Plan

Goal D. Cultivate Efficient and High Performing Government

Objective 6. Ensure the City is Competitive in Attracting and Retaining a Diverse, high-Quality Workforce

Strategies

a. Contract for a company to conduct a city-wide classification and compensation study

Results – Contracted and received a city-wide classification and compensation study in FY 2022

b. Implement prioritized recommendations from the classification and compensation study

Results – 100% of the recommendations were implemented in the FY 2023 budget

c. Negotiate with the Police Benevolent Association an increase in salaries for union members over an above what the current agreement calls for

Results – Successfully negotiate an increase for union members

KPI: Employee Turnover

Goal: Reduce turnover by 2% annually

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Overall Turnover %	18.1%	19.7%	22.0%
Full-time Turnover %	15.7%	17.1%	19.0%
Part-time Turnover %	32.2%	29.0%	30.0%
Number of employees that resigned/ retired/ terminated	27	28	35

Human Resources



DEPARTMENTAL BUDGET SUMMARY
HUMAN RESOURCES

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 303,689	\$ 317,823	\$ 401,541
Personnel Benefits	172,919	184,650	220,674
Operating Expenditures	122,561	130,294	138,912
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 599,169	\$ 632,767	\$ 761,127

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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

DEPARTMENTAL BUDGET SUMMARY
HUMAN RESOURCES

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 303,689	\$ 317,823	\$ 401,541
Personnel Benefits	172,919	184,650	220,674
Operating Expenditures	122,561	130,294	138,912
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 599,169	\$ 632,767	\$ 761,127

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5115 - HUMAN RESOURCES						
1	PERSONNEL WAGES					
2	001-5115-5121.000 Salaries - Full Time	302,177	315,633	315,633	210,079	399,351
3	001-5115-5141.000 Overtime	72	750	750	124	750
4	001-5115-5151.000 Cellular Phone Stipend	1,440	1,440	1,440	960	1,440
5	PERSONNEL WAGES	303,689	317,823	317,823	211,163	401,541
6						
7	PERSONNEL BENEFITS					
8	001-5115-5211.000 FICA	22,730	23,507	23,507	15,738	25,357
9	001-5115-5221.000 Pension - WM	37,634	35,367	35,367	35,367	34,321
10	001-5115-5222.000 Pension - FRS	74,304	87,014	87,014	54,219	99,607
11	001-5115-5231.000 Life & Health Insurance	38,251	38,762	38,762	35,238	61,389
12	PERSONNEL BENEFITS	172,919	184,650	184,650	140,562	220,674
13						
14	OPERATING EXPENDITURES					
15	001-5115-5311.000 Professional Services	93,598	74,969	74,969	52,168	81,831
16	001-5115-5341.000 Contractual Services		273	273	0	273
17	001-5115-5401.000 Meetings & Conferences	984	3,000	3,000	996	3,000
18	001-5115-5411.000 Telephone	1,736	1,877	1,877	850	1,555
19	001-5115-5412.000 Postage	139	1,000	1,000	104	600
20	001-5115-5441.000 Equipment Rental	4,380	4,780	4,780	4,095	6,000
21	001-5115-5463.000 Vehicle Maint-Repair	317	750	750	287	500
22	001-5115-5464.000 Vehicle Operation-Fuel	1,143	1,310	1,310	492	1,243
23	001-5115-5465.000 Copy Machine	0	0	0	0	1,440
24	001-5115-5471.000 Printing & Binding	604	700	700	264	2,000
25	001-5115-5482.000 Advertising	3,460	3,889	3,889	1,130	5,000
26	001-5115-5511.000 Office Supplies	3,297	1,500	1,500	1,222	750
27	001-5115-5521.000 Operating Supplies	2,312	1,500	1,500	1,326	1,500
28	001-5115-5541.000 Subs, Memberships, Dues	849	973	973	532	1,170
29	001-5115-5542.000 Training/Education	4,808	11,273	13,273	6,605	11,550
30	001-5115-5543.000 Books & Manuals	0	500	500	0	500
31	001-5115-5544.000 Tuition Reimbursement	4,934	20,000	20,000	5,979	20,000
32	OPERATING EXPENDITURES	122,561	128,294	130,294	76,050	138,912
33						
34	Totals for dept 5115 - HUMAN RESOURCES	599,169	630,767	632,767	427,775	761,127

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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	351,457	365,785	388,509
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
 TOTAL DEPARTMENT COST	 <u>\$ 351,457</u>	 <u>\$ 365,785</u>	 <u>\$ 388,509</u>

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5116 - CITY ATTORNEY						
1	OPERATING EXPENDITURES					
2	001-5116-5312.000 Legal Services - City Attorney	351,457	365,785	365,785	220,110	388,509
3	OPERATING EXPENDITURES	351,457	365,785	365,785	220,110	388,509
4						
5	Totals for dept 5116 - CITY ATTORNEY	351,457	365,785	365,785	220,110	388,509

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.

Strategic Plan

Goal D: Cultivate Efficient and High Performing Government

Objective 2. Develop a Technology Master Plan

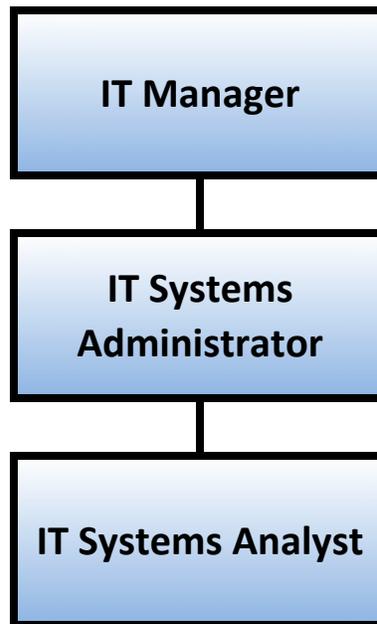
Strategies

- a. Contract with a consultant to create a technology master plan

Results – Completed in FY 2022

- b. Create an implementation plan in FY 2023

Information Technology



DEPARTMENTAL BUDGET SUMMARY
INFORMATION TECHNOLOGY

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 198,954	\$ 215,420	\$ 293,605
Personnel Benefits	93,777	99,782	129,197
Operating Expenditures	358,611	520,149	621,876
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL BUDGETED DEPARTMENT COST	\$ 651,342	\$ 835,351	\$ 1,044,678

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5117 - INFORMATION TECHNOLOGY						
1	PERSONNEL WAGES					
2	001-5117-5121.000 Salaries - Full Time	196,142	181,168	181,168	161,158	206,845
3	001-5117-5131.000 Salaries - Part Time	0	31,952	31,952	0	84,460
4	001-5117-5141.000 Overtime	1,237	500	500	0	500
5	001-5117-5151.000 Cellular Phone Stipend	1,575	1,800	1,800	1,200	1,800
6	PERSONNEL WAGES	198,954	215,420	215,420	162,358	293,605
7						
8	PERSONNEL BENEFITS					
9	001-5117-5211.000 FICA	14,864	13,610	13,610	11,865	15,370
10	001-5117-5211.005 FICA - Part Time	0	2,444	2,444	0	6,461
11	001-5117-5221.000 Pension - WM	27,791	23,880	23,880	23,880	23,174
12	001-5117-5222.000 Pension - FRS	21,279	25,441	25,441	18,737	37,700
13	001-5117-5231.000 Life & Health Insurance	29,643	34,407	34,407	28,930	46,492
14	001-5117-5232.000 Insurance Opt-Out	200	0	0	0	0
15	PERSONNEL BENEFITS	93,777	99,782	99,782	83,412	129,197
16						
17	OPERATING EXPENDITURES					
18	001-5117-5311.000 Professional Services	0	0	53,000	0	0
19	001-5117-5341.000 Contractual Services	45,444	60,000	60,000	17,975	70,000
20	001-5117-5401.000 Meetings & Conferences	0	2,500	2,500	0	2,500
21	001-5117-5411.000 Telephone	38,099	42,412	50,292	16,263	32,007
22	001-5117-5413.000 Communication Services	76,029	69,095	69,095	48,880	160,880
23	001-5117-5461.000 Computer Maintenance	13,665	10,700	5,700	6,097	15,000
24	001-5117-5462.000 Equipment Maint-Repair	196	10,000	10,000	995	10,000
25	001-5117-5490.007 Software Licenses & Renewal	174,385	250,862	255,862	166,463	315,489
26	001-5117-5511.000 Office Supplies	1,221	500	500	1,328	500
27	001-5117-5521.000 Operating Supplies	1,946	5,000	5,000	1,234	5,000
28	001-5117-5521.002 Computer Hardware	6,359	7,000	7,000	5,200	7,000
29	001-5117-5541.000 Subs, Memberships, Dues	1,267	200	200	395	1,500
30	001-5117-5542.000 Training/Education	0	1,000	1,000	0	2,000
31	OPERATING EXPENDITURES	358,611	459,269	520,149	264,830	621,876
32						
33	Totals for dept 5117 - INFORMATION TECHNOLOGY	651,342	774,471	835,351	510,600	1,044,678

**CITY OF WILTON MANORS
Fiscal Year 2023-24
NEW OPERATING PROJECTS
ADOPTED BUDGET**

Line #	Project Description	FY2024
	Operating Projects	
	Information Technology - 5117	
1	Microsoft 365 Data Storage & Collaboration Upgrade	\$34,320
2	EMU Connectivity	\$36,000
3		
4	Total Information Technology	\$70,320

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Information Technology		Date Completed 2/17/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Microsoft 365 Data Storage and Collaboration Upgrade		Accounting String 001-5117-5641

Provide a Detailed Description of the Project
 Extend our use of the Microsoft 365 cloud environment from Email/Outlook to document storage and collaboration.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
 In 2023 we will establish our cloud footprint with a Microsoft 365 tenant by migrating our on-premises Exchange server. Once configured, running and having users initially trained, we will be poised to take advantage of the rest of the suite. Primarily we will benefit from the cloud server storage features of SharePoint and OneDrive. Even after an email migration, we still have issues with local data storage capacities. Online file storage opens up a suite of collaborative features, greatly reducing file sprawl. It also provides a great opportunity to take a fresh look at organizing existing data and creating better security management. Along with the file storage, the G3 licenses include subscriptions to the Microsoft application suite. By the time of implementation in 2024, our version of Microsoft Office will be over five years old. With subscriptions, helpful features are invisibly slipstreamed into the applications, keeping them always up to date. The system will also provide secure access to files on any device, saving the need to remote into a network desktop or come into the office just to find and email a file.

Explain any Recurring Operating Costs
 Licenses are subscriptions based on user by month, billed annually or monthly. The upgraded licenses will be replacing current licenses that have already been budgeted.

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

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
23-24	130 Monthly G3 licenses (vs Ex1&2)			34,320		34,320
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$34,320	\$0	\$34,320
Recurring Costs						
24-25	130 Monthly G3 licenses (vs Ex1&2)			34,320		34,320
25-26	130 Monthly G3 licenses (vs Ex1&2)			34,320		34,320
26-27	130 Monthly G3 licenses (vs Ex1&2)			34,320		34,320
						0
	Total Proposed Recurring Costs	\$0	\$0	\$102,960	\$0	\$102,960
	Recurring Cost per Resident Served	\$0	\$0	\$9	\$0	\$9
	Total Costs	\$0	\$0	\$137,280	\$0	\$137,280
	Cost per Resident Served	\$0	\$0	\$12	\$0	\$12

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed
Information Technology		2/17/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project
		11,426
Project Title		Accounting String
Microsoft 365 Data Storage and Collaboration Upgrade		001-5117-5641

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	\$137,280	\$0	\$137,280
-----	-----	-----------	-----	-----------

FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$12	\$0	\$12
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Divisional Reviews Prior to Submission

Technology Needs Yes/No
 Yes No

Staffing Needs Yes/No
 Yes No

Approval to Submit to Finance

Department Head 6/21/23
Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 Finance Director 6/21/23 <small>Date</small>	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
 City Manager 6/26/23 <small>Date</small>	

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Information Technology	Date Completed 2/16/2023				
Is this a capital request?	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width: 50px; text-align: center;">Yes</td> <td style="width: 50px; text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Yes	No				
<input checked="" type="checkbox"/>	<input type="checkbox"/>				
	Number of Residents to be Served by this Project 11,426				
Project Title EMU Connectivity	Accounting String 001-5117-5413				

Provide a Detailed Description of the Project

Currently the Municipal Complex at 2100 N. Dixie Highway has ongoing connectivity issues. In order to ensure a more secure connection in the near term, it is recommended that the city engage with AT&T for an underground fiber connection. The contract will be for 36 months, after which time we can either continue the contract or create our own secure fiber connection. The results of the telecommunications study will determine the longer term course of action.

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

The EM/U Municipal Complex has endured a series of connectivity challenges which have resulted in a lack of ability to conduct both normal business and critical emergency services. While we hoped to wait until the telecommunications consultant had completed their study, that product is at least a year away. An interim solution is necessary to ensure the EMU Team has the resources it needs to do their jobs.

Explain any Recurring Operating Costs

These costs are recurring.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability
Goal D. Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund		300 Capital Funds	Other Funds	Totals
		Salaries/Benefits	Other			
Non-Recurring Costs						
	AT&T				36,000	36,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$36,000	\$36,000
Recurring Costs						
23-24	AT&T Fiber		36,000			36,000
24-25	AT&T Fiber		36,000			36,000
						0
						0
						0
	Total Proposed Recurring Costs	\$0	\$72,000	\$0	\$0	\$72,000
	Recurring Cost per Resident Served	\$0	\$6	\$0	\$0	\$6
	Total Costs	\$0	\$72,000	\$0	\$36,000	\$108,000
	Cost per Resident Served	\$0	\$6	\$0	\$3	\$9

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Information Technology		Date Completed 2/16/2023					
Is this a capital request? <table style="display: inline-table; margin-left: 20px;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number of Residents to be Served by this Project 11,426	
Yes	No						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
Project Title EMU Connectivity		Accounting String 001-5117-5413					

Revenue/Cost Savings Opportunities

Additional Revenues				
				0
				0
Cost Savings				
				0
				0
Total Revenue/Cost Savings				
	\$0	\$0	\$0	\$0
<hr/>				
Net Costs (Cost MINUS Revenue/Cost Savings)				
	\$0	\$72,000	\$0	\$36,000
<hr/>				
FY 2022-23 Net Cost per Resident Served				
	\$0	\$6	\$0	\$3
				\$9

Divisional Reviews Prior to Submission

	Yes/No
Technology Needs	<input checked="" type="checkbox"/> Yes
Staffing Needs	<input type="checkbox"/> No

Approval to Submit to Finance

6/21/23
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
6/21/23 Finance Director Date	

City Manager Use Only

	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Add to Recommended Budget	<input checked="" type="checkbox"/>
6/26/23 City Manager Date	

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 2023-24 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 the FY22-23 new general capital expenditures.

DEPARTMENTAL BUDGET SUMMARY
NON-DEPARTMENTAL (5118 & 5119)

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 46,555	\$ 47,879	\$ 50,432
Personnel Benefits	23,908	28,672	30,605
Operating Expenditures	902,411	1,137,619	1,419,282
Capital	-	-	-
Debt Service	396,306	396,268	396,589
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 1,369,180	\$ 1,610,438	\$ 1,896,908

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5118 - NON DEPARTMENTAL ACTIVITIES						
1	OPERATING EXPENDITURES					
2	001-5118-5824.010 Other Charitable Organizations	0	15,000	30,000	17,543	15,000
3	001-5118-5826.000 Comm Affairs Advisory Bd	833	5,000	5,000	0	3,000
4	001-5118-5991.000 Contingency - Fund Balance	0	150,730	130,730		213,199
5	OPERATING EXPENDITURES	833	170,730	165,730	17,543	231,199
6						
7	DEBT SERVICE					
8	001-5118-5702.00 Debt Issuance Cost					
9	001-5118-5711.000 Principal Payments	360,446	365,709	365,709	365,709	371,408
10	001-5118-5721.000 Interest Payments	35,860	30,559	30,559	16,614	25,181
11	DEBT SERVICE	396,306	396,268	396,268	382,323	396,589
12						
13	Totals for dept 5118 - NON DEPARTMENTAL ACTIVITIES	397,139	566,998	561,998	399,866	627,788
Dept 5119 - CITY HALL & CITYWIDE ACTIVITIES						
1	PERSONNEL WAGES					
2	001-5119-5121.000 Salaries - Full Time	42,224	44,179	44,179	29,045	46,792
3	001-5119-5141.000 Overtime	4,331	3,100	3,100	673	3,100
4	001-5119-5151.000 Cellpphone Stipend	0	600	600	0	540
5	PERSONNEL WAGES	46,555	47,879	47,879	29,718	50,432
6						
7	PERSONNEL BENEFITS					
8	001-5119-5211.000 FICA	3,510	3,290	3,290	2,230	3,487
9	001-5119-5221.000 Pension - WM	5,243	4,950	4,950	4,950	4,804
10	001-5119-5231.000 Life & Health Insurance	10,423	10,432	10,432	8,298	12,314
11	001-5119-5251.000 Unemployment Compensation	4,732	10,000	10,000	(404)	10,000
12	PERSONNEL BENEFITS	23,908	28,672	28,672	15,074	30,605
13						
14	OPERATING EXPENDITURES					
15	001-5119-5313.000 Fire Services	97,766	84,477	84,477	84,477	79,506
16	001-5119-5341.000 Contractual Services	67,761	98,932	102,059	35,785	103,532
17	001-5119-5431.000 Utilities	72,241	0	0	0	0
18	001-5119-5431.001 Utilities - Electricy	0	69,220	69,220	47,707	70,000
19	001-5119-5431.002 Utilities - Water & Sewer	0	6,820	6,820	2,487	6,900
20	001-5119-5451.000 Insurance	518,085	538,551	538,551	444,777	763,897
21	001-5119-5462.000 Equipment Maint-Repair	1,813	4,500	4,500	3,488	4,500
22	001-5119-5463.000 Vehicle Maint-Repair	353	2,100	2,100	9	2,100
23	001-5119-5464.000 Vehicle Operation-Fuel	207	3,270	3,270	159	168
24	001-5119-5465.000 Copy Machine	13,809	14,500	14,500	11,997	4,850
25	001-5119-5466.000 Building Maintenance	107,323	97,100	107,882	76,461	105,800
26	001-5119-5467.000 Grounds Maintenance	12,532	23,700	23,700	23,493	32,500
27	001-5119-5468.000 Waterway Maintenance	617	3,950	3,950	2,743	3,950
28	001-5119-5521.000 Operating Supplies	8,161	5,000	5,000	4,417	6,000
29	001-5119-5522.000 Emergency Management	910	4,360	4,360	1,193	4,380
30	001-5119-5542.000 Training/Education	0	1,500	1,500	0	0
31	OPERATING EXPENDITURES	901,578	957,980	971,889	739,193	1,188,083
32						
33	Totals for dept 5119 - CITY HALL & CITYWIDE ACTIVITIES	972,041	1,034,531	1,048,440	783,985	1,269,120

DEPARTMENTAL BUDGET SUMMARY
EMERGENCY DISASTER RELIEF

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	268	-	-
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 268	\$ -	\$ -

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5227 - EMERGENCY-DISASTER RELIEF						
1	OPERATING EXPENDITURES					
2	001-52275311.000 Professional Services	53	0	0	0	0
3	001-5227-5341.000 Contractual Services	0	0	0	0	0
4	001-5227-5521.000 Operating Supplies	215		0	0	0
5	001-5227-5641.000 Capital Outlay	0	0	0	0	0
6	001-5227-5641.001 Capital Outlay Non-Capitalizable	0	0	0	0	0
7	OPERATING EXPENDITURES	268	0	0	0	0
8						
9	Totals for dept 5227 - EMERGENCY-DISASTER RELIEF	268	0	0	0	0

DEPARTMENTAL BUDGET SUMMARY
INTERFUND TRANSFERS OUT

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	-	-	-
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	414,702	1,448,636	2,364,654
TOTAL DEPARTMENT COST	<u>\$ 414,702</u>	<u>\$ 1,448,636</u>	<u>\$ 2,364,654</u>

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
1	Dept 5881 - INTERFUND TRANSFERS					
2	TRANSFERS OUT					
3	001-5881-5911.000 Operating Transfers Out					
4	001-5881-5911.001 Transfers Out - Cont To Cap Imp Fund	414,702	1,327,836	1,448,636	1,327,836	2,364,654
5	TRANSFERS OUT	414,702	1,327,836	1,448,636	1,327,836	2,364,654
6						
7	Totals for dept 5881 - INTERFUND TRANSFERS	414,702	1,327,836	1,448,636	1,327,836	2,364,654

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 four 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 Chief of Police

The Office of the Chief of Police provides the vision, leadership and direction for the Police Department. All of our Police Officers and professional 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 Division

The Administrative Division 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 Division 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.

Criminal Investigations Division

The Criminal Investigations Division 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 Division as such activity can be directly related to crimes of violence. Property and Evidence is managed by the Criminal Investigations Division.

Operations Division

The Operations Division oversees all Uniformed Patrol functions in an effort to respond to all police calls for service in a timely manner. This Division 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).

Code Compliance Division

The Mission Statement of the Code Compliance Division is “The City of Wilton Manors Code Compliance Unit is committed to improving the Quality of Life of our ‘Island City’ through the delivery of professional services done with a passion for our profession and respect for those we serve.” The Code Compliance Division promotes, protects and improves the health, safety and welfare of the citizens and visitors of the city by providing an professional, equitable, efficient and effective method of enforcing the codes and ordinances of the City.

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, Vision, Core Values 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 Vision Statement is *"The professionals of the Wilton Manors Police Department, through quality training initiatives, innovative techniques and proactive partnerships with our community, will endeavor to be the pinnacle of our law enforcement profession."* Through this vision, the Wilton Manors Police Department implements a sustained and passionate desire to meet and exceed the expectations our profession, and our community has of us.

Core Values

Service – Courage - Integrity

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 of Police, 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.

Strategic Plan

Goal C: Enhance Quality of Life and Livability

Objective 2. Support Proactive Public Safety

Strategies

a. Assess current public safety technology and determine if there is a need to upgrade technology

Results – Requested and received funds to purchase body worn cameras in FY 2022; Collaborating with the Broward County Sheriff's Office to purchase stationary license plate readers, message boards and a drone

KPI: Number of Accidents Involving Pedestrians and Cyclists

Goal: Zero accidents

	FY 20/21	FY 21/22	FY 22/23
Number of accidents involving pedestrians	13	13	22
Number of accidents involving cyclists	3	6	9

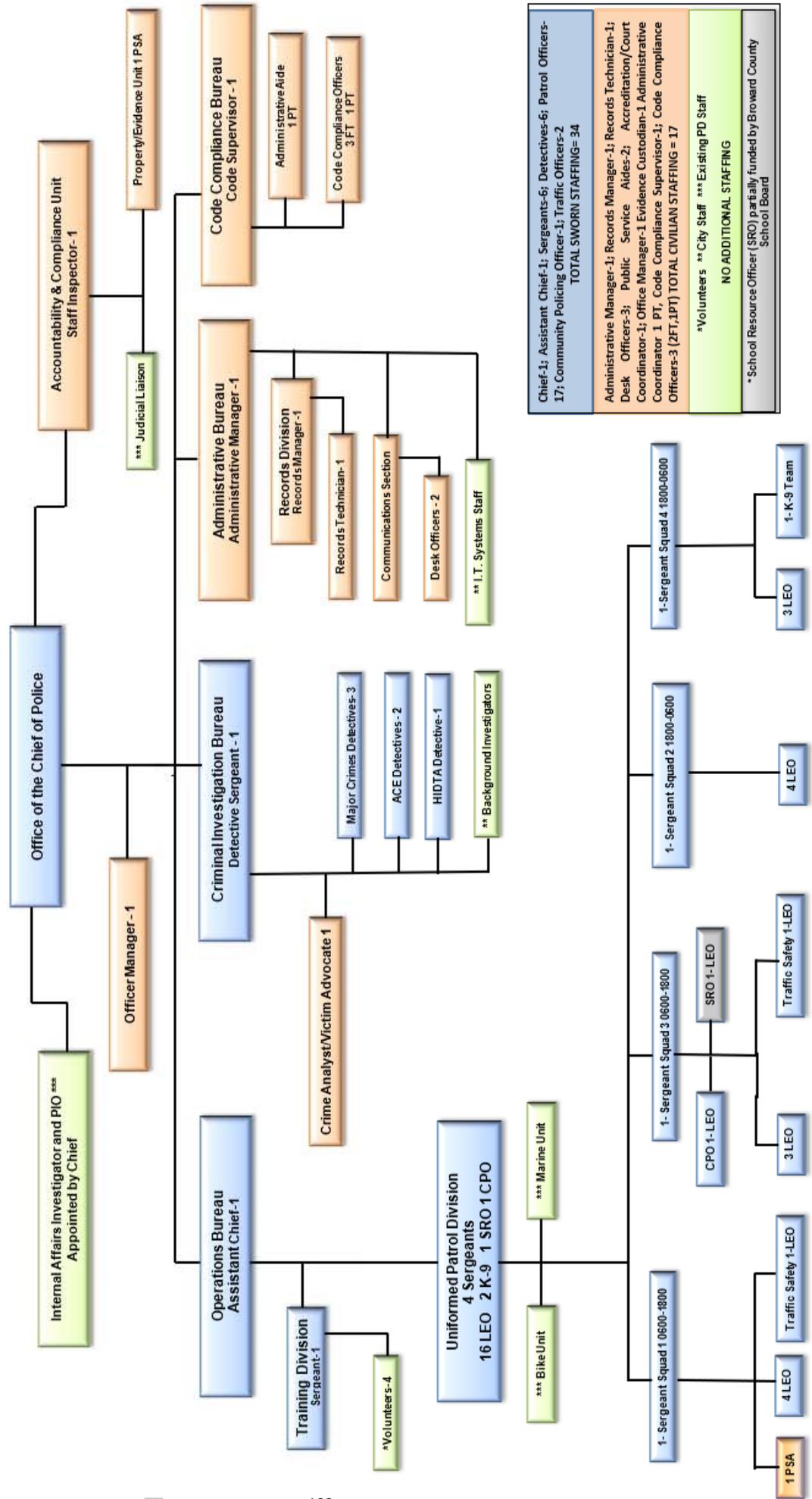
KPI: Number of Traffic Citations

	FY 20/21	FY 21/22	FY 22/23
Number of traffic citations	745	1,237	1,683

KPI: Active Code Cases

	FY 20/21	FY 21/22	FY 22/23
Number of code cases	1,211	1,769	2,505
Number of open code cases	45	163	459

POLICE WILTON MANORS ORGANIZATIONAL CHART



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

Effective: 11/02/21

WNMPD 100-1

DEPARTMENTAL BUDGET SUMMARY
POLICE DEPARTMENT
GENERAL FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 3,627,265	\$ 3,958,082	\$ 4,375,703
Personnel Benefits	2,679,763	2,745,312	3,250,639
Operating Expenditures	408,293	513,334	533,564
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 6,715,321	\$ 7,216,728	\$ 8,159,906

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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
Digital Evidence Specialist	0.00	0.00	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
Code Compliance Admin. Asst.	0.00	0.00	1.00	1.00
Total Non-Sworn Full Time	15.00	15.00	17.00	17.00
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	0.00	0.00
Total Non-Sworn Part Time	2.00	1.40	1.00	0.70
Total Non-Sworn	17.00	16.40	18.00	17.70
POLICE TOTALS	52.00	51.40	53.00	52.70

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET	
Dept 5221 - POLICE SWORN							
1	PERSONNEL WAGES						1
2	001-5221-5121.000 Salaries - Full Time	2,419,974	2,567,987	2,567,987	1,711,382	2,873,707	2
3	001-5221-5141.000 Overtime	231,394	259,170	259,170	212,325	280,966	3
4	001-5221-5142.000 O/T Traffic Enforcement	45	0	0	0	0	4
5	001-5221-5151.000 Cellular Phone Stipend	11,085	11,520	11,520	7,500	11,580	5
6	001-5221-5153.000 Assignment Pay	62,779	55,819	55,819	31,112	47,969	6
7	001-5221-5156.000 Academic Incentive Pay	24,890	24,512	24,512	16,470	22,560	7
8	001-5221-5152.000 PBA Longevity Pay	10,619	12,625	12,625	1,675	11,300	8
9	001-5221-5158.000 Local Residency Stipend	9,000	9,000	9,000	6,000	9,000	9
10	PERSONNEL WAGES	2,769,786	2,940,633	2,940,633	1,986,464	3,257,082	10
11							11
12	PERSONNEL BENEFITS						12
13	001-5221-5211.000 FICA	207,138	193,450	193,450	146,587	211,338	13
14	001-5221-5221.000 Pension - WM	915,430	885,594	885,594	884,153	902,426	14
15	001-5221-5222.000 Pension - FRS	636,486	716,340	716,340	477,838	881,254	15
16	001-5221-5224.001 Unemployment Comp Reimburse	0	0	0	(8,572)	0	16
17	001-5221-5231.000 Life & Health Insurance	466,224	484,997	484,997	366,654	665,212	17
18	001-5221-5232.000 Insurance Opt-Out	1,000	1,200	1,200	500		18
19	PERSONNEL BENEFITS	2,226,278	2,281,581	2,281,581	1,867,160	2,660,230	19
20							20
21	Totals for dept 5221 - POLICE SWORN	4,996,064	5,222,214	5,222,214	3,853,624	5,917,312	21

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET	
Dept 5222 - POL NON-SWORN							
1	PERSONNEL WAGES						1
2	001-5222-5121.000 Salaries - Full Time	795,592	913,940	913,940	531,689	1,036,968	2
3	001-5222-5131.000 Salaries - Part Time	26,182	29,213	29,213	163	36,500	3
4	001-5222-5141.000 Overtime	26,460	66,126	66,126	25,614	37,188	4
5	001-5222-5151.000 Cellular Phone Stipend	2,495	2,220	2,220	1,860	2,340	5
6	001-5222-5152.000 PBA Longevity Pay	0	3,650	3,650	675	3,325	6
7	001-5222-5153.000 Assignment Pay	6,500	2,300	2,300	550	2,300	7
8	001-5222-5157.000 Tax Equity Stipends	250	0	0	0	0	8
9	PERSONNEL WAGES	857,479	1,017,449	1,017,449	560,551	1,118,621	9
10							10
11	PERSONNEL BENEFITS						11
12	001-5222-5211.000 FICA	60,924	68,637	68,637	41,233	78,133	12
13	001-5222-5211.005 FICA - Part Time	1,921	2,235	2,235	12	2,792	13
14	001-5222-5221.000 Pension - WM	107,005	105,153	105,153	105,153	102,555	14
15	001-5222-5222.000 Pension - FRS	91,529	117,261	117,261	68,110	144,140	15
16	001-5222-5231.000 Life & Health Insurance	190,906	169,245	169,245	153,201	261,589	16
17	001-5222-5232.000 Insurance Opt Out	1,200	1,200	1,200	800	1,200	17
18	PERSONNEL BENEFITS	453,485	463,731	463,731	368,509	590,409	18
19							19
20	OPERATING EXPENDITURES						20
21	001-5222-5311.000 Professional Services	39,527	62,510	55,710	11,321	61,849	21
22	001-5222-5341.000 Contractual Services	45,598	60,211	60,211	49,369	65,364	22
23	001-5222-5401.000 Meetings & Conferences	5,108	9,773	9,773	6,287	13,943	23
24	001-5222-5411.000 Telephone	11,168	11,326	11,326	7,606	12,252	24
25	001-5222-5412.000 Postage	8,576	7,000	7,000	4,802	9,000	25
26	001-5222-5441.000 Equipment Rental	0	2,500	2,500	1,131	2,500	26
27	001-5222-5462.000 Equipment Maint-Repair	7,818	15,306	15,306	7,646	8,906	27
28	001-5222-5463.000 Vehicle Maint-Repair	49,568	50,875	50,875	43,775	51,625	28
29	001-5222-5464.000 Vehicle Operation-Fuel	92,075	120,764	120,764	56,555	112,780	29
30	001-5222-5465.000 Copy Machine	10,660	11,842	11,842	7,813	12,444	30
31	001-5222-5471.000 Printing & Binding	3,797	5,563	5,563	2,510	6,073	31
32	001-5222-5490.000 Code Violation Expenses	1,439	960	960	1,387	3,330	32
33	001-5222-5495.000 Investigative Expense	5,551	6,929	6,929	4,067	9,308	33
34	001-5222-5521.000 Operating Supplies	57,095	62,931	65,590	41,542	67,885	34
35	001-5222-5524.000 Uniforms & Clothing	32,303	43,587	43,587	25,956	45,010	35
36	001-5222-5541.000 Subs, Memberships, Dues	8,718	14,192	14,192	9,878	11,192	36
37	001-5222-5542.000 Training/Education	28,869	29,291	29,291	7,548	38,188	37
38	001-5222-5543.000 Books & Manuals	423	1,915	1,915	15	1,915	38
39	OPERATING EXPENDITURES	408,293	517,475	513,334	289,208	533,564	39
40							40
41	Totals for dept 5222 - POL NON-SWORN	1,719,257	1,998,655	1,994,514	1,218,268	2,242,594	41

DEPARTMENTAL BUDGET SUMMARY
 FEDERAL POLICE LAW ENFORCEMENT FORFEITURE TRUST FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	1,000	17,800	26,810
Capital			-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers		-	-
TOTAL DEPARTMENT COST	\$ 1,000	\$ 17,800	\$ 26,810

DEPARTMENTAL BUDGET SUMMARY
POLICE TRAINING AND EDUCATION FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	325	1,000	2,000
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 325	\$ 1,000	\$ 2,000

DEPARTMENTAL BUDGET SUMMARY
POLICE STATE LAW ENFORCEMENT FORFEITURE TRUST FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	16,873	16,500	13,000
Capital	1,287	89,614	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 18,160	\$ 106,114	\$ 13,000

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 158 - FEDERAL POLICE FORFEITURE FUND						
Dept 5221 - POLICE SWORN						
1	OPERATING EXPENDITURES					
2	158-5221-5141.000 Overtime					6122
3	158-5221-5521.000 Operating Supplies					2358
4	158-5221-5524.000 Uniforms & Clothing					4530
5	158-5221-5582.000 Contributions	1,000	17,800	17,800	1,000	13,800
6	OPERATING EXPENDITURES	1,000	17,800	17,800	1,000	26,810
7						
8	Totals for dept 5221 - POLICE SWORN	1,000	17,800	17,800	1,000	26,810
9						
10	TOTAL FEDERAL POLICE FORFEITURE FUND EXPENDITURES	1,000	17,800	17,800	1,000	26,810
11						
12						
13	Fund 161 - POLICE TRAINING/EDUCATION					
14						
15	Dept 5221 - POLICE SWORN					
16						
17	OPERATING EXPENDITURES					
18	161-5221-5542.000 Training/Education	325	1,000	1,000	520	2,000
19	OPERATING EXPENDITURES	325	1,000	1,000	520	2,000
20						
21	Totals for dept 5221 - POLICE SWORN	325	1,000	1,000	520	2,000
22						
23	TOTAL POLICE TRAINING/EDUCATION FUND EXPENDITURES	325	1,000	1,000	520	2,000
24						
25	Fund 165 - STATE POLICE FORFEITURE FUND					
26						
27	APPROPRIATIONS					
28	Dept 5221 - POLICE SWORN					
29	OPERATING EXPENDITURES					
30	165-5221-5301.006 Confiscated Expenditure	4,573				
31	165-5221-5582.000 Contributions	12,300	16,500	16,500	5,500	13,000
32	OPERATING EXPENDITURES	16,873	16,500	16,500	5,500	13,000
33						
34	CAPITAL					
35	165-5221-5641.000 Capital Outlay	1,287		89,614	89,614	
36	CAPITAL	1,287	0	89,614	89,614	0
37						
38	Totals for dept 5221 - POLICE SWORN	18,160	16,500	106,114	95,114	13,000
39						
40	TOTAL STATE POLICE FORFEITURE FUND EXPENDITURES	18,160	16,500	106,114	95,114	13,000

**CITY OF WILTON MANORS
 Fiscal Year 2023-24
 NEW OPERATING PROJECTS
 ADOPTED BUDGET**

Line #	Project Description	FY2024
	Operating Projects	
	Police Department - 5221 - 5222	
1	Tasers - Five Year Agreement	\$19,579
2	Total Police Department	\$19,579

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Police Department		Date Completed 2/27/2023				
Is this a capital request?	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td align="center">Yes</td> <td align="center">No</td> </tr> <tr> <td align="center">X</td> <td></td> </tr> </table>	Yes	No	X		Number of Residents to be Served by this Project 11,426
Yes	No					
X						
Project Title Taser 7 (5 Year Agreement)		Accounting String 001-5222-5341.000				

Provide a Detailed Description of the Project

This project is a new 5 year agreement with AXON to purchase thirty-four (34) Taser 7 units as well as all the accessories (unit/cartridges/batteries/holsters/dock/target) needed to equip all sworn police officers. This will fund year one (1) of a five (5) year agreement with Axon for Taser.

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

The purpose of acquiring the Taser 7 for our sworn police officers is to provide our staff a less-lethal extended range weapon when attempting to assist when being compelled to control a violent, or potentially violent offender, or one who resists arrest or other lawful commands, while at the same time preventing or minimizing injury to the subject involved, the sworn members involved and other persons present. Less lethal weapons are required by Commission for Florida Law Enforcement Accreditation standards, and the use thereof is governed under WMPD Policy #113 - Less Lethal Weapon, and WMPD Policy #119 - Response to Resistance. The Taser 7 integrates with our Body Worn Cameras (BWC) in that should a taser be unholstered by an officer, that officer's BWC, and other officers that are in the immediate area, will activate. **METRIC:** Zero (0) injuries to sworn personnel by use of the taser in volatile situations, and in alliance with department policy.

Explain any Recurring Operating Costs

Due to this being a 5 year agreement, the recurring costs will be \$19,578.56 each year for the life of the agreement (total cost of \$97,892.80). In addition, starting FY 24/25, we will need approximately 10 cartridges (\$41/each or \$410.00) for regular deployments annually and 68 (\$41/each or \$2,788.00) training cartridges for mandatory training of 34 officers. In addition, 20 cartridges are needed for new officer training/certifications (4 each X 5 new officers or \$820). Total annual costs for FY 24/25 and for the remainder of this 5 year agreement are \$23,596.56. The annual costs are broken down as follows: \$19,578.56 (5 year agreement) + \$410.00 (annual deployments) + \$2,788.00 (annual training for 34 sworn officers) + \$820 (training/certification of new officers 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		300	Totals
		Salaries/Benefits	Other	Capital Funds	
Non-Recurring Costs					
FY23/24	First year of a five year agreement			19,579	19,579
					0
					0
					0
					0
	Total Non-Recurring Costs	\$0	\$0	\$19,579	\$19,579
Recurring Costs					
FY24/25	Year 2/5 + annual training cartridges		4,018	19,579	23,597
FY25/26	Year 3/5 + annual training cartridges		4,018	19,579	23,597
FY26/27	Year 4/5 + annual training cartridges		4,018	19,579	23,597
FY27/28	Year 5/5 + annual training cartridges		4,018	19,579	23,597
					0
	Total Proposed Recurring Costs	\$0	\$16,070	\$78,316	\$94,386
	Recurring Cost per Resident Served	\$0	\$1	\$7	\$8
	Total Costs	\$0	\$16,070	\$97,895	\$113,965
	Cost per Resident Served	\$0	\$1	\$9	\$10

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Police Department		Date Completed 2/27/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> X <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Taser 7 (5 Year Agreement)		Accounting String 001-5222-5341.000

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	\$16,070	\$97,895	\$0	\$113,965
FY 2022-23 Net Cost per Resident Served	\$0	\$1	\$9	\$0	\$10

Divisional Reviews Prior to Submission

Technology Needs Yes/No No

Staffing Needs Yes/No No


**Gary Blocker
Chief of Police**

[Signature]
 Department Head Date 6/15/23

Approval to Submit to Finance

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
<i>[Signature]</i> 6/21/23 Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> ✓ <input type="checkbox"/>
<i>[Signature]</i> 6/26/23 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.

Strategic Plan

Goal B. Promote Economic Development

Objective 2. Increase Density to Accommodate Mixed Use Commercial Residential Development

Strategies

- a. Identify corridors for mixed-use commercial and residential development
Results – City Commission adopted new density and land use regulations in FY 2022
- b. Establish new development policies to attract corridor revitalization
Results – City Commission adopted codes changes, in addition to new density and land use regulations in FY 2022
- c. Initiate zoning changes, as appropriate
Results – City Commission adopted revised zoning regulations in FY 2022

Objective 3. Ensure Application of Smart Growth Planning and Land Use Policies

Strategies

- a. Recommend smart growth policies for adoption
Results – City Commission adopted new policies as part of the ongoing comprehensive City Code of Ordinance Rewrite

KPI: Annual Business Licenses

Goal: Three (3) percent increase in business licenses annually

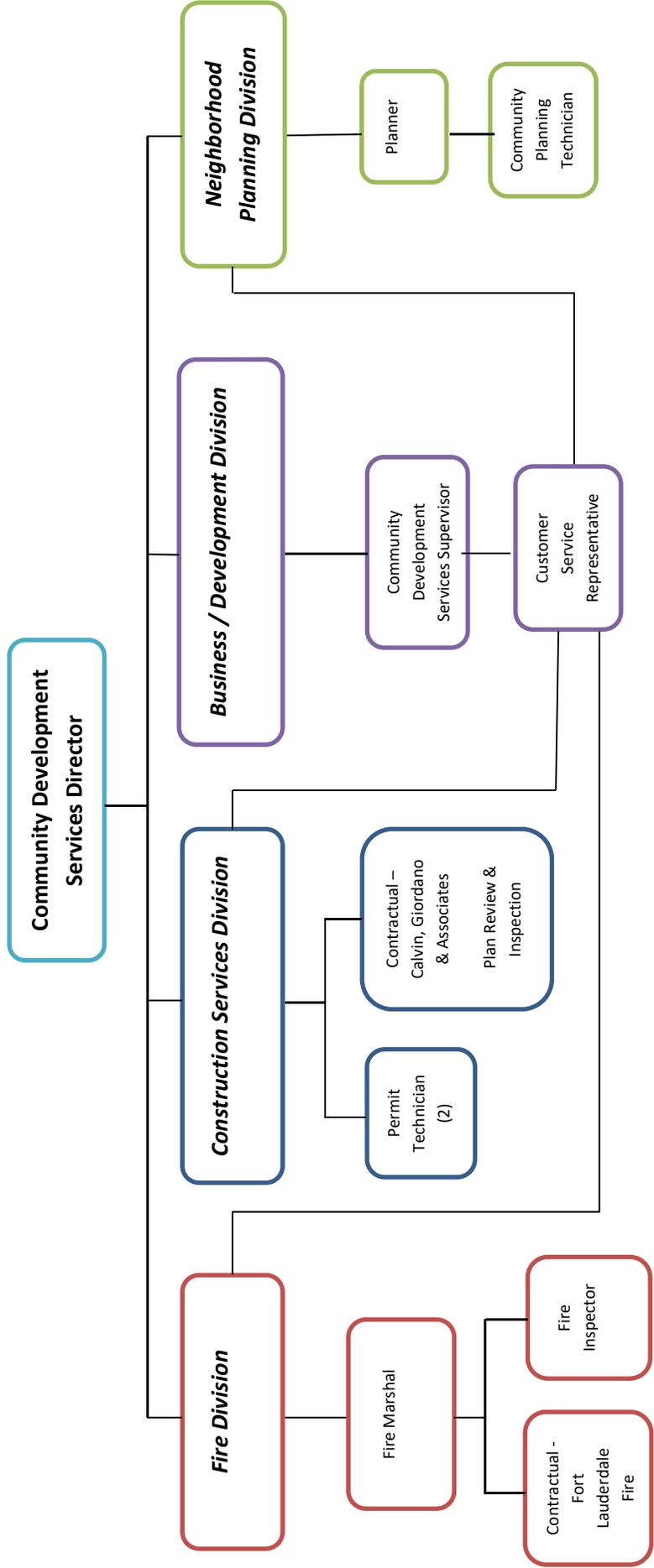
	FY 20/21	FY 21/22	FY 22/23
Number of Business License Renewals	1,101	947	806
Number of New Business Licenses Issued	29	26	54
Number of Business Licenses Closed	98	115	145
Net Number of Business Licenses	1,032	858	715

KPI: Number Dollars Invested Within the City

Goal: An increase of 3% or greater of dollars invested within the City

	FY 20/21	FY 21/22	FY 22/23
Number of Building Permits Issued	1,524	1,529	1,598
Total Job Cost for all Permits	\$28,525,484	\$29,637,201	\$36,885,942

COMMUNITY DEVELOPMENT SERVICES DEPARTMENT



**DEPARTMENTAL BUDGET SUMMARY
COMMUNITY DEVELOPMENT SERVICES DEPARTMENT**

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 371,960	\$ 435,531	\$ 349,252
Personnel Benefits	195,209	216,704	186,289
Operating Expenditures	963,229	811,593	177,596
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 1,530,398	\$ 1,463,828	\$ 713,137

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5224 - COMMUNITY DEVELOPMENT						
1	PERSONNEL WAGES					
2	001-5224-5121.000 Salaries - Full Time	368,707	433,625	433,625	264,355	346,439
3	001-5224-5141.000 Overtime	1,457	538	538	0	976
4	001-5224-5151.000 Cellular Phone Stipend	1,796	1,368	1,368	1,840	1,837
5	PERSONNEL WAGES	371,960	435,531	435,531	266,195	349,252
6						
7	PERSONNEL BENEFITS					
8	001-5224-5211.000 FICA	27,597	32,492	32,492	19,488	25,962
9	001-5224-5221.000 Pension - WM	49,296	47,960	47,960	47,960	31,120
10	001-5224-5222.000 Pension - FRS	56,957	72,829	72,829	42,941	60,178
11	001-5224-5231.000 Life & Health Insurance	60,069	62,343	62,343	56,217	68,316
12	001-5224-5232.000 Insurance Opt-Out	1,290	1,080	1,080	0	713
13	PERSONNEL BENEFITS	195,209	216,704	216,704	166,606	186,289
14						
15	OPERATING EXPENDITURES					
16	001-5224-5311.000 Professional Services	74,141	119,500	243,117	30,795	100,000
17	001-5224-5311.000-02 Impact Fee Study	50,763	0	0	0	0
18	001-5224-5341.000 Contractual Services	810,573	534,500	534,500	536,749	54,800
19	001-5224-5401.000 Meetings & Conferences	2,188	1,500	1,500	981	1,650
20	001-5224-5411.000 Telephone	3,554	3,826	3,826	1,804	2,138
21	001-5224-5412.000 Postage	3,800	3,900	3,900	3,042	2,640
22	001-5224-5465.000 Copy Machine	6,532	6,500	6,500	4,313	3,861
23	001-5224-5471.000 Printing & Binding	4,169	3,500	3,500	2,849	2,376
24	001-5224-5511.000 Office Supplies	2,236	5,000	5,000	4,187	3,300
25	001-5224-5521.000 Operating Supplies	1,355	3,000	3,000	917	1,980
26	001-5224-5524.000 Uniforms & Clothing	1,333	1,500	1,500	0	990
27	001-5224-5541.000 Subs, Memberships, Dues	2,246	3,250	3,250	1,602	2,541
28	001-5224-5542.000 Training/Education	339	1,250	1,250	(40)	825
29	001-5224-5543.000 Books & Manuals	0	750	750	0	495
30	OPERATING EXPENDITURES	963,229	687,976	811,593	587,199	177,596
31						
32	Totals for dept 5224 - COMMUNITY DEVELOPMENT	1,530,398	1,340,211	1,463,828	1,020,000	713,137

**CITY OF WILTON MANORS
 FY 2023-24 BUDGET REQUESTS - OPERATING**

Line #	Project Description	Operating
19	Community Development Services	
20	CitizenServe Additional Users	\$7,200
21	National Flood Insurance Program (CRS)	\$75,000
22	Total Community Development Services	\$82,200

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
Community Development Services		27-Feb-23	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Project Title		Accounting String	
CitizenServe Software Users		001-5224-5341.000	

Provide a Detailed Description of the Project

Additional four (4) 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 provider on December 1, 2021. Based on the new contract, the service provider has requested additional users to ensure plan review can be completed effectively, efficiently and in a timely manner. Additional users would provide additional plan reviews 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 \$1,800 annually.

Alignment to Strategic Plan

Goal D: Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
2023-2024	Contractual		7,200			7,200
2024-2025						0
2025-2026						0
2026-2027						0
2027-2028						0
Total Non-Recurring Costs		\$0	\$7,200	\$0	\$0	\$7,200
Recurring Costs						
2023-2024						0
2024-2025	Contractual		7,200			7,200
2025-2026	Contractual		7,200			7,200
2026-2027	Contractual		7,200			7,200
2027-2028	Contractual		7,200			7,200
Total Proposed Recurring Costs		\$0	\$28,800	\$0	\$0	\$28,800
Recurring Cost per Resident Served		\$0	\$3	\$0	\$0	\$3
Total Costs		\$0	\$36,000	\$0	\$0	\$36,000
Cost per Resident Served		\$0	\$3	\$0	\$0	\$3

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Community Development Services		Date Completed 27-Feb-23
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title CitizenServe Software Users		Accounting String 001-5224-5341.000

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	\$36,000	\$0	\$0	\$36,000
FY 2022-23 Net Cost per Resident Served	\$0	\$3	\$0	\$0	\$3

Divisional Reviews Prior to Submission

Technology Needs Yes/No

Staffing Needs

Approval to Submit to Finance

6/15/2023
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
6/2/2023 Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6/26/2023 City Manager Date	

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Community Development Services		Date Completed 	
Is this a capital request?		Yes	No
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Number of Residents to be Served by this Project 11,426	
Project Title National Flood Insurance Program (CRS)		Accounting String	001-5224-5311.000

Provide a Detailed Description of the Project
Administrative of National Flood Insurance Program's (NFIP) Community Rating System (CRS).

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
As required in Goal, Objective and Policies of the Coastal Element of the Comprehensive Plan, participation in the CRS can reduce insurance costs for property owners and add additional flood prevention protection. The CRS is a voluntary incentive program that recognizes and encourages community floodplain management practices that exceed the minimum requirements of the NFIP. In CRS communities, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community's efforts that address the three (3) goals of the program. The goals of the CRS are to (1) reduce and avoid flood damage to insurable property. (2) Strengthen and support the insurance aspects of the NFIP. (3) Foster comprehensive floodplain management.

Explain any Recurring Operating Costs
CRS communities must certify each year that they continue to perform the floodplain management activities credited under the CRS. Recertification is required annually prior to May 1. Dependent upon the rating the City strives to maintain will depend upon the monies needed to meet these requirements. Cycle verification visits occur every five (5) years for Class 6-9 communities and every three (3) years for Class 1-5 communities. The City would strive for the lowest possible Class designation.

Alignment to Strategic Plan
Goal: C - Enhance Quality of Life and Livability & Goal: F:Improve Environmental Sustainability.

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
2023-2024						0
2024-2025						0
2025-2026						0
2026-2027						0
2027-2028						0
Total Non-Recurring Costs		\$0	\$0	\$0	\$0	\$0
Recurring Costs						
2023-2024	Professional Services reduced per CM 6/7/23		75,000			75,000
2024-2025	Professional Services		75,000			75,000
2025-2026	Professional Services		75,000			75,000
2026-2027	Professional Services		75,000			75,000
2027-2028	Professional Services		75,000			75,000
Total Proposed Recurring Costs		\$0	\$375,000	\$0	\$0	\$375,000
Recurring Cost per Resident Served		\$0	\$33	\$0	\$0	\$33
Total Costs		\$0	\$375,000	\$0	\$0	\$375,000
Cost per Resident Served		\$0	\$33	\$0	\$0	\$33

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed	
Community Development Services			
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Project Title		Accounting String	
National Flood Insurance Program (CRS)		001-5224-5311.000	

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	\$375,000	\$0	\$0	\$375,000
-----	-----------	-----	-----	-----------

FY 2022-23 Net Cost per Resident Served

\$0	\$33	\$0	\$0	\$33
-----	------	-----	-----	------

Divisional Reviews Prior to Submission

Technology Needs Yes/No

Staffing Needs Yes/No

Approval to Submit to Finance

6/15/2023

 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	6/16/23 _____ Date

City Manager Use Only

Add to Recommended Budget	<div style="display: flex; justify-content: space-around;"> Yes No </div> <input checked="" style="width: 40px; height: 15px;" type="checkbox"/>
 _____ City Manager	6/16/23 _____ 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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	1,418,962	1,558,846	1,604,962
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
 TOTAL DEPARTMENT COST	 <u>\$ 1,418,962</u>	 <u>\$ 1,558,846</u>	 <u>\$ 1,604,962</u>

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5226 - EMERGENCY MEDICAL						
1	OPERATING EXPENDITURES					
2	001-5226-5341.000 Contractual Services	1,418,962	1,558,846	1,558,846	997,638	1,604,962
3	OPERATING EXPENDITURES	1,418,962	1,558,846	1,558,846	997,638	1,604,962
4						
5	Totals for dept 5226 - EMERGENCY MEDICAL	1,418,962	1,558,846	1,558,846	997,638	1,604,962

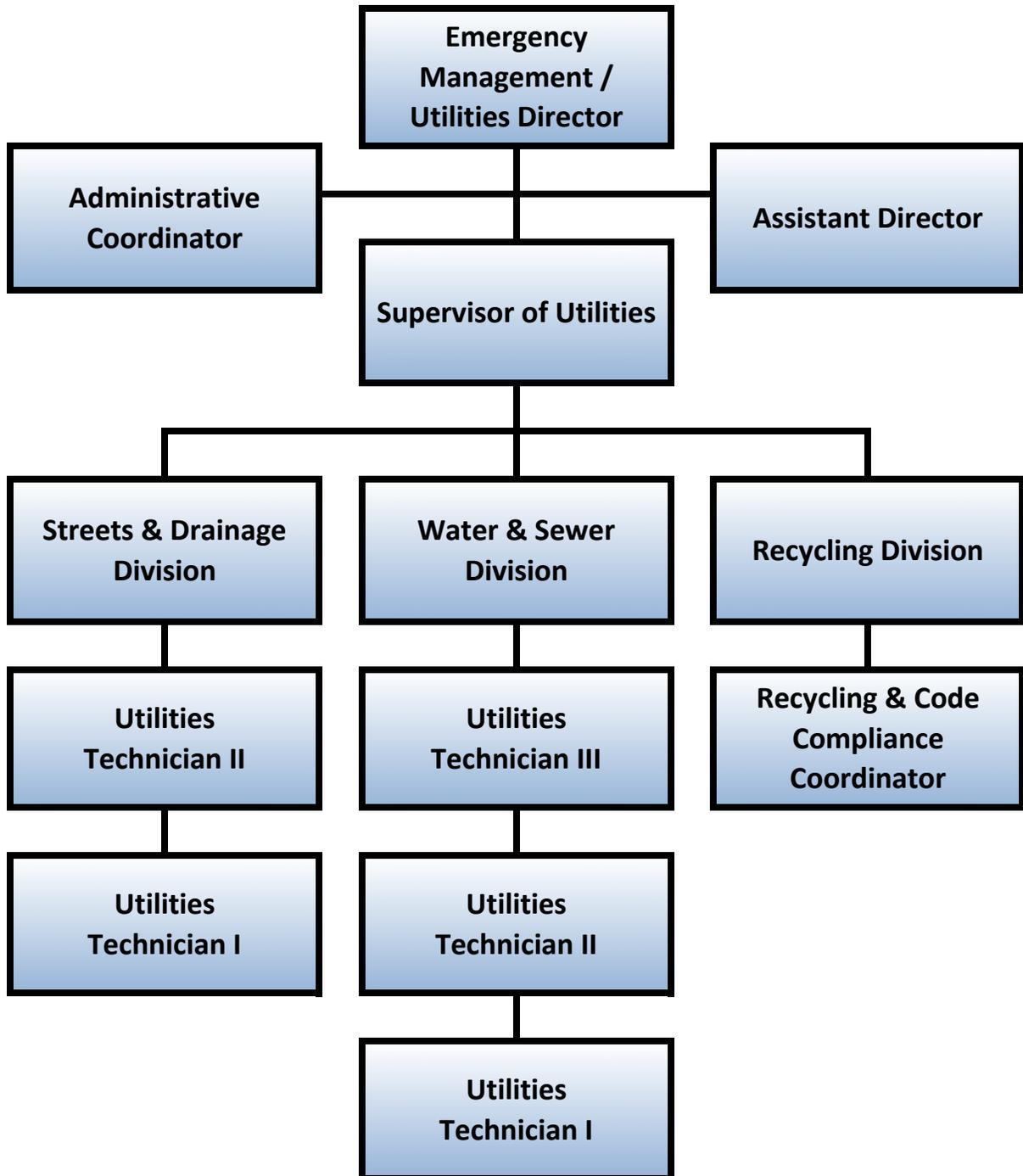
EMERGENCY MANAGEMENT/UTILITIES DEPARTMENT

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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 35,382	\$ 36,842	\$ 39,996
Personnel Benefits	18,491	19,138	20,663
Operating Expenditures	128,424	139,560	139,876
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 182,297	\$ 195,540	\$ 200,535

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5226 - EMERGENCY MEDICAL						
1	OPERATING EXPENDITURES					
2	001-5226-5341.000 Contractual Services	1,418,962	1,558,846	1,558,846	997,638	1,604,962
3	OPERATING EXPENDITURES	1,418,962	1,558,846	1,558,846	997,638	1,604,962
4						
5	Totals for dept 5226 - EMERGENCY MEDICAL	1,418,962	1,558,846	1,558,846	997,638	1,604,962

LEISURE SERVICES DEPARTMENT

Department's Core Operational Mission

The Leisure Services Department's responsibility is to provide diverse recreational activities, amenities, and facilities for residents and visitors, with the purpose of promoting physical, mental, and social well-being. This mission is driven by the understanding that leisure activities play a crucial role in enhancing the quality of life of individuals within a community, and that access to such activities should be equitable and inclusive.

The department's purpose is to create opportunities for individuals of all ages and abilities to engage in leisure activities that align with their interests and needs. These activities can range from traditional sports and fitness programs to creative pursuits such as arts and cultural programs. By offering a variety of activities and amenities, the department seeks to engage community members in healthy and enjoyable pastimes that contribute to their overall well-being.

The department is dedicated to providing a friendly, 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.

Key Roles and Functions

The Leisure Services Department is responsible for managing and maintaining City parks, recreational facilities, the public library, City buildings and facilities, medians and rights-of-way, waterways and other outdoor spaces for the benefit of the community. Some of the key functions of the department include:

RECREATION

The Recreation Division provides a variety of affordable programs and activities for residents and guests of all ages and abilities such as fitness classes, senior programs, after-school and camp programs for school-aged children, dance and yoga classes, tennis programs, facility and building rentals and arts and cultural programs. All of these programs, although different, have the common purpose of providing safe and fulfilling programs and facilities to all members 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 and based on input from participant interest and budget considerations.

CONTRACTS/SPECIAL EVENTS

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 for programs such as Jazzercise, various dance classes, tennis programming, yoga, multiple fitness programs, kayak rentals and tours,

and art classes and cultural programs.

The Leisure Services Team organizes and hosts numerous special events throughout the year, such as concerts, outdoor movies, pet events, and multi-generational holiday 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 Department develops and provides event permits for the Stonewall Parade and Street Festival and Wicked Manors Halloween Street Festival. Additionally, the department is responsible for the processing and creation of special event permits for all events in the City that are on private property and that require permitting based upon the City code.

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. 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 Library also provides a calendar of in-person library programming for all ages.

PARKS AND FACILITIES DIVISION

Parks and Facilities provides services in multiple of maintenance such as building/facility maintenance, grounds and irrigation maintenance, custodial, event and program support, waterway maintenance, and emergency management.

Building/Facility Maintenance consists of maintaining buildings, docks, boat ramps, boardwalks, pavilions, fitness equipment, outdoor courts, playgrounds, 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.

Grounds and Irrigation Maintenance consists of maintaining approximately 36 acres of parks, City green spaces 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, sprinkler and irrigation systems maintenance, fence and gate repairs, sidewalks, walkways, debris removal, sodding, mulching, etc.

Custodial Maintenance consists of ensuring the cleanliness of 25 buildings and structures. This involves daily cleaning and trash removal at all sites and City restroom facilities and maintaining a regular schedule for mopping, vacuuming, waxing, and window cleaning. Other areas include adding

supplies and cleaning products, paper towels, etc.

Event and Program Support includes providing set-up, break down, preparation logistical support, clean-up, and various tasks to support activities, special events, and programs. Additional responsibilities include assisting other departments with citywide functions, and work requests.

Waterway Maintenance includes maintaining approximately thirteen and a half (13.5) miles of navigable waterways on a limited basis with a small boat. Primary emphasis is placed on debris removal and tree trimming.

Emergency Management Maintenance includes preventive measures before storms, pandemics and related emergencies and providing preventive measures to mitigate harm to the public.

Strategic Plan

Goal C. Enhance Quality of Life and Livability

Objective 4. Adapt to the Changing Needs of Residents

Strategies

- a. Survey residents’ preferences regarding existing and desired Leisure Services programs and amenities

Results – Received report from survey indicating resident priorities; analyzing to determine a plan for meeting identified needs

Objective 5. Support Recreation and Open Space Programs and Initiatives

Strategies

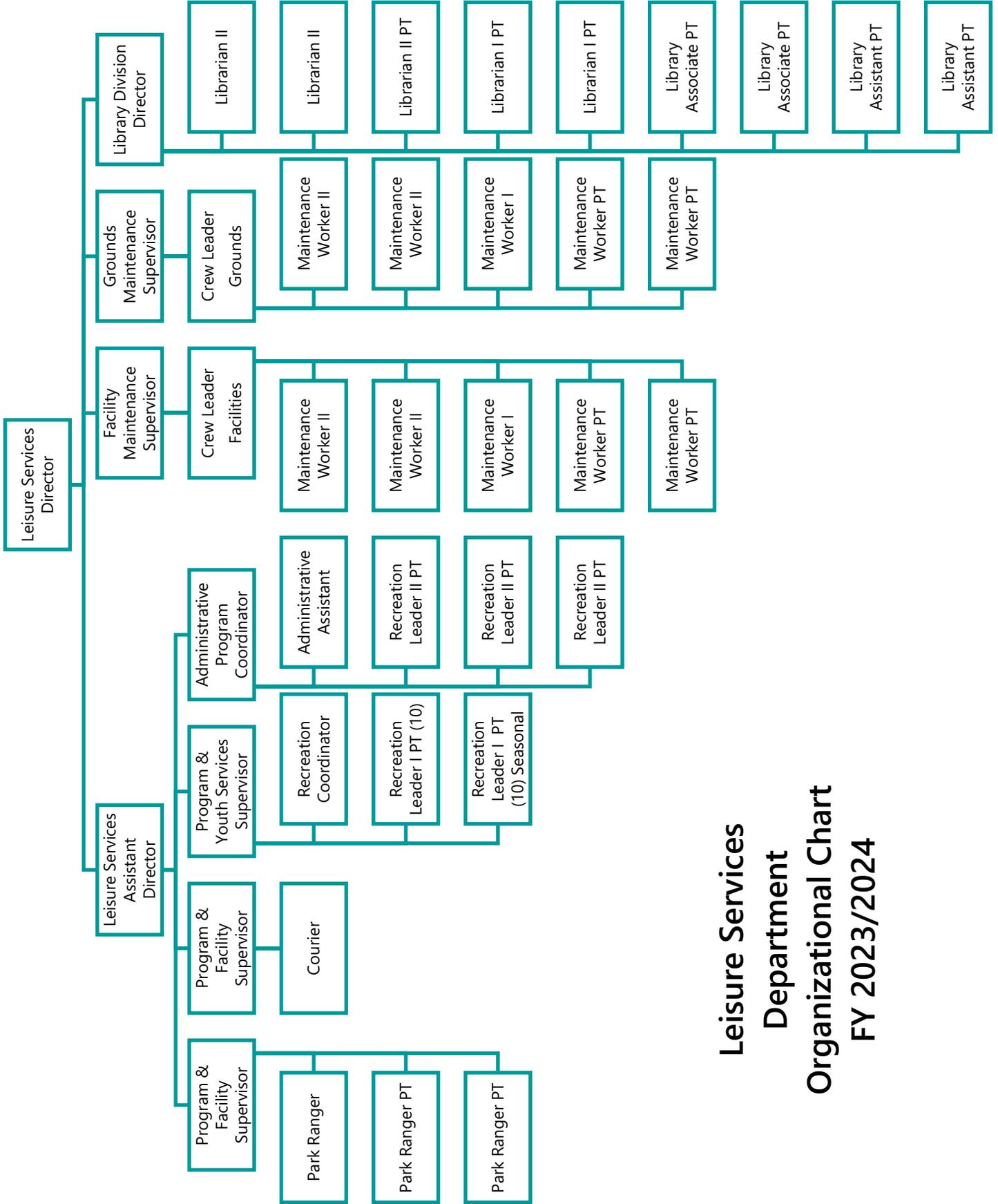
- a. Improve and replace park and open space assets, as needed

Results – Funding was appropriated through ARPA and the FY 2023 budget to make significant repairs and replacements in park assets; Grant funding, as well as, funds appropriated in FY 2023 to improve and redesign amenities in the City’s flagship park, Hagen Park

KPI: Recreational Program Participants

Goal: Increase number of participants by 3%

	FY 20/21	FY 21/22	FY 22/23
Membership Visits	18,147	20,474	16,193
Youth Programs	9,461	14,018	11,363
Adult / Senior Programs	7,784	12,224	10,182



**Leisure Services
Department
Organizational Chart
FY 2023/2024**

**DEPARTMENTAL BUDGET SUMMARY
LEISURE SERVICES DEPARTMENT**

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 1,778,004	\$ 2,235,172	\$ 2,260,636
Personnel Benefits	867,565	984,900	998,471
Operating Expenditures	600,805	757,066	783,225
Capital	-	-	-
Debt Service	607,489	277,659	276,557
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 3,853,863	\$ 4,254,797	\$ 4,318,889

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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	9.00	6.00
Part Time Recreation Leader I (seasonal) (B)	10.00	2.40	3.00	0.96
Total Part Time	37.00	20.725	29.00	18.285
LEISURE SERVICES TOTALS	58.00	41.725	50.00	39.285

(a) The salary of the Director of Leisure Services is allocated 1/3 each to the Library, Recreation, and Parks and Facilities 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. Five of these positions have been frozen for FY 23-24.

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5771 - LIBRARY						
1	PERSONNEL WAGES					
2	001-5771-5121.000 Salaries - Full Time	251,346	299,677	299,677	188,605	320,077
3	001-5771-5131.000 Salaries - Part Time	199,002	246,133	246,133	139,533	269,869
4	001-5771-5141.000 Overtime	272	296	296	0	295
5	001-5771-5151.000 Cellular Phone Stipend	540	958	958	480	1,860
6	PERSONNEL WAGES	451,160	547,064	547,064	328,618	592,101
7						
8	PERSONNEL BENEFITS					
9	001-5771-5211.000 FICA	18,499	22,125	22,125	13,993	23,532
10	001-5771-5211.005 FICA Part Time	15,224	18,829	18,829	10,659	20,645
11	001-5771-5221.000 Pension - WM	65,205	61,158	61,158	61,158	59,350
12	001-5771-5222.000 Pension - FRS	60,503	74,816	74,816	45,551	76,259
13	001-5771-5231.000 Life & Health Insurance	41,672	46,918	46,918	34,429	53,721
14	PERSONNEL BENEFITS	201,103	223,846	223,846	165,790	233,507
15						
16	OPERATING EXPENDITURES					
17	001-5771-5401.000 Meetings & Conferences	0	2,875	2,875	495	2,950
18	001-5771-5411.000 Telephone	1,871	2,013	2,013	937	1,692
19	001-5771-5412.000 Postage	223	600	600	281	600
20	001-5771-5431.000 Utilities	13,833	0	0	0	0
21	001-5771-5431.001 Utilities - Electricity	0	8,030	8,030	6,235	10,000
22	001-5771-5431.002 Utilities - Water & Sewer	0	5,570	5,570	2,621	4,800
21	001-5771-5462.000 Equipment Maint-Repair	0	275	275	0	275
22	001-5771-5465.000 Copy Machine	1,759	1,875	1,875	1,373	1,610
23	001-5771-5511.000 Office Supplies	1,212	575	575	565	700
24	001-5771-5521.000 Operating Supplies	5,254	6,100	6,100	3,235	6,250
25	001-5771-5524.000 Uniforms & Clothing	0	350	350	166	525
26	001-5771-5542.000 Program operations	0	0	0	0	2,400
27	001-5771-5541.000 Subs, Memberships, Dues	2,400	2,900	2,900	2,400	2,900
28	OPERATING EXPENDITURES	26,552	31,163	31,163	18,308	34,702
29						
30	Totals for dept 5771 - LIBRARY	678,815	802,073	802,073	512,716	860,310

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET	
Dept 5772 - RECREATION							
1	PERSONNEL WAGES						1
2	001-5772-5121.000 Salaries - Full Time	431,375	511,338	511,338	326,970	519,927	2
3	001-5772-5131.000 Salaries - Part Time	152,525	389,292	389,292	124,903	356,525	3
4	001-5772-5141.000 Overtime	20,395	8,500	8,500	19,617	8,500	4
5	001-5772-5151.000 Cellular Phone Stipend	2,520	2,638	2,638	1,655	3,180	5
6	PERSONNEL WAGES	606,815	911,768	911,768	473,145	888,132	6
7							7
8	PERSONNEL BENEFITS						8
9	001-5772-5211.000 FICA	33,348	38,066	38,066	26,139	38,787	9
10	001-5772-5211.005 FICA Part Time	11,668	29,777	29,777	9,555	27,273	10
11	001-5772-5221.000 Pension - WM	103,133	100,915	100,915	100,915	97,932	11
12	001-5772-5222.000 Pension - FRS	73,134	118,031	118,031	64,621	114,318	12
13	001-5772-5231.000 Life & Health Insurance	92,155	92,756	92,756	70,599	102,553	13
13	001-5772-5232.000 Insurance Opt-Out	1,200	1,200	1,200	800	1,200	13
14	PERSONNEL BENEFITS	314,638	380,745	380,745	272,629	382,063	14
15							15
16	OPERATING EXPENDITURES						16
17	001-5772-5311.000 Professional Services	0	3,000	3,000	0	3,000	17
18	001-5772-5341.000 Contractual Services	20,849	22,700	22,700	15,095	23,640	18
19	001-5772-5401.000 Meetings, Conferences, Schools	0	500	500	0	500	19
20	001-5772-5411.000 Telephone	6,764	7,307	7,307	3,332	6,075	20
21	001-5772-5412.000 Postage	160	200	200	183	200	21
22	001-5772-5431.000 Utilities	151,947	0	0	(26)	0	22
23	001-5772-5431.001 Utilities - Electricity	0	57,680	57,680	42,707	77,200	23
24	001-5772-5431.002 Utilities - Water & Sewer	0	95,340	95,340	44,993	94,900	24
23	001-5772-5462.000 Equipment Maint-Repair	961	1,500	1,500	195	1,500	23
24	001-5772-5463.000 Vehicle Maint-Repair	918	5,200	5,200	1,497	5,200	24
25	001-5772-5464.000 Vehicle Operation-Fuel	5,700	6,009	6,009	3,585	6,106	25
26	001-5772-5465.000 Copy Machine	5,746	0	0	3,789	3,650	26
27	001-5772-5471.000 Printing & Binding	2,507	3,500	3,500	5,503	4,500	27
28	001-5772-5481.000 Adult Athletics (was PromAct.)	434	3,075	3,075	2,269	3,075	28
29	001-5772-5511.000 Office Supplies	3,149	3,500	3,500	3,427	4,500	29
30	001-5772-5521.000 Operating Supplies	7,264	4,615	4,615	7,138	4,615	30
31	001-5772-5524.000 Uniforms & Clothing	5,712	5,450	5,450	3,034	5,450	31
32	001-5772-5525.000 Program Operations	1,299	7,500	7,500	3,024	7,500	32
33	001-5772-5525.001 Youth Athletics	(200)	1,000	1,000	0	1,000	33
34	001-5772-5525.002 Tennis	2,750	3,750	3,750	4,735	6,250	34
35	001-5772-5525.003 Special Events	73,457	83,250	83,250	49,044	87,250	35
36	001-5772-5525.004 Summer Youth Activities	38,880	57,150	64,700	635	50,000	36
37	001-5772-5525.005 New Program Expenditures	2,829	0	0	0	0	37
38	001-5772-5525.006 After School Program	25,616	37,850	37,850	29,385	37,850	38
39	001-5772-5541.000 Subs, Memberships, Dues	2,020	4,420	4,420	2,655	8,090	39
40	001-5772-5542.000 Training/Education	6,731	14,000	14,000	2,954	18,000	40
41	001-5772-5544.000 Tuition Reimbursement	610	0	0	0	0	41
42	OPERATING EXPENDITURES	366,103	428,496	436,046	229,153	460,051	42
43							43
44	Totals for dept 5772 - RECREATION	1,287,556	1,721,009	1,728,559	974,927	1,730,246	44

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Dept 5779 - PARKS & FACILITIES						
1	PERSONNEL WAGES					
2	001-5779-5121.000 Salaries - Full Time	561,582	618,709	618,709	413,703	606,846
3	001-5779-5131.000 Salaries - Part Time	114,462	132,976	132,976	87,375	148,787
4	001-5779-5141.000 Overtime	41,460	22,550	22,550	29,142	22,550
5	001-5779-5151.000 Cellular Phone Stipend	2,525	2,105	2,105	1,720	2,220
6	PERSONNEL WAGES	720,029	776,340	776,340	531,940	780,403
7						
8	PERSONNEL BENEFITS					
9	001-5779-5211.000 FICA	44,321	46,200	46,200	32,690	45,560
10	001-5779-5211.005 FICA PART-TIME	8,756	10,173	10,173	6,676	11,383
11	001-5779-5221.000 Pension - WM	82,207	84,226	84,226	84,226	81,736
12	001-5779-5222.000 Pension - FRS	83,324	102,243	102,243	64,185	100,497
13	001-5779-5231.000 Life & Health Insurance	133,016	137,467	137,467	97,277	143,725
14	001-5779-5232.000 Insurance Opt-Out	200	0	0	0	0
15	PERSONNEL BENEFITS	351,824	380,309	380,309	285,054	382,901
16						
17	OPERATING EXPENDITURES					
18	001-5779-5311.000 Professional Services	5,715	30,000	30,000	8,780	20,000
19	001-5779-5341.000 Contractual Services	44,529	63,250	63,250	20,926	69,400
20	001-5779-5401.000 Meetings, Conferences, Schools	0	250	250	0	250
21	001-5779-5411.000 Telephone	1,507	1,613	1,613	2,025	1,402
22	001-5779-5412.000 Postage	1	100	100	0	100
23	001-5779-5431.000 Utilities	9,935	0	0	0	0
24	001-5779-5431.001 Utilities - Electricity	0	9,400	9,400	5,860	9,000
25	001-5779-5462.000 Equipment Maint-Repair	6,532	10,500	10,500	2,933	10,500
26	001-5779-5463.000 Vehicle Maint-Repair	4,112	10,450	10,450	4,592	10,450
27	001-5779-5464.000 Vehicle Operation-Fuel	19,402	21,769	21,769	10,740	20,845
28	001-5779-5466.000 Building Maintenance	694	0	0	120	0
29	001-5779-5467.000 Grounds Maintenance	100,478	112,750	112,750	58,651	112,750
30	001-5779-5471.000 Printing & Binding	50	150	150	0	150
31	001-5779-5511.000 Office Supplies	250	150	150	1,270	150
32	001-5779-5521.000 Operating Supplies	8,084	11,000	11,000	7,549	11,000
33	001-5779-5524.000 Uniforms & Clothing	4,597	7,075	7,075	90	7,075
34	001-5779-5525.000 Program Operations	130	800	800	1,760	800
35	001-5779-5541.000 Subs, Memberships, Dues	224	900	900		900
36	001-5779-5542.000 Training/Education	1,910	9,700	9,700	3,100	13,700
37	OPERATING EXPENDITURES	208,150	289,857	289,857	128,396	288,472
38						
39	DEBT SERVICE					
40	001-5779-5702.000 Debt Issuance Costs	26,046	0	0	0	0
41	001-5779-5711.000 Principal Payments	561,775	259,200	259,200	259,200	261,429
42	001-5779-5721.000 Interest Payments	19,668	18,459	18,459	18,459	15,128
43	DEBT SERVICE	607,489	277,659	277,659	277,659	276,557
44						
45	Totals for dept 5779 - PARKS & FACILITIES	1,887,492	1,724,165	1,724,165	1,223,049	1,728,333
46						
47						
48						
49	TOTALS FOR LEISURE SERVICES DEPARTMENT	3,853,863	4,247,247	4,254,797	2,710,692	4,318,889

CITY OF WILTON MANORS
FY 2023-24 BUDGET REQUESTS - OPERATING

Line #	Project Description	Operating
24	Library - 5771	
25	Library Programming	\$2,400
26	Total Library	\$2,400
27		
28	Parks & Facilities - 5779	
29	Wilton Drive Landscape Replacements	\$5,000
30	Total Parks & Facilities	\$5,000
31	Total Leisure Services	\$12,400

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Library	Date Completed 30-Mar-23				
Is this a capital request? <table style="display: inline-table; margin-left: 20px;"> <tr> <td style="text-align: center; width: 50px;">Yes</td> <td style="text-align: center; width: 50px;">No</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	Yes	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Yes	No				
<input type="checkbox"/>	<input checked="" type="checkbox"/>				
Project Title Library Programming	Accounting String 001-5771-5525				

Provide a Detailed Description of the Project

The Library plans to grow its program offerings. These programs shall be open to the public and aimed at providing learning experiences across various age groups and demographics. Though the Library always strives to acquire and present speakers, presenters and more at no cost to the Library or City, there are many opportunities to enhance Library programming that require some expenses, including (but not limited to): speaker fees/honorariums, program-specific supplies (i.e. outside and in addition to Office Supplies and Operating Supplies budgets), subscription/registration fees for webcast programs (e.g. from NASA and other organizations), and more.

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

Programming is a crucial function of public libraries. Currently, there is no operating budget specifically for the provision of educational, informative and enjoyable workshops, demonstrations, story times, lecture series and more. Currently, the Library is wholly dependent on the Friends of the Library group to cover such expenses. This funding, though greatly appreciated, is not sufficient to meet our goals; it is also not particularly sustainable as this group's funding is based on donations which can ebb and flow greatly from year-to-year. As we work to enhance our outreach throughout the community and overall awareness of all Library services, a small budget to cover programs that bring new and regular users to our facility and to library events we plan to hold at other locales throughout the community, more residents of Wilton Manors shall become knowledgeable of all we have to offer, enhancing the value of the Library to each resident even further.

Explain any Recurring Operating Costs

Though program offerings shall change from year-to-year, we do have regular programs such as the Summer Reading Club and others that we do offer repeatedly each year/season that do have costs associated with them. Though speaker honorariums, registrations and program materials will change on an ongoing basis, these costs being program-based (as opposed to project based) shall be recurring year-to-year.

Alignment to Strategic Plan

Library programs fit well in support of the Strategic Plan Goal C: Enhance Quality of Life and Livability by growing the number and quality of learning experiences available to the residents of Wilton Manors.

Cost Analysis

FY	Description	001 - Operating Fund		300 Capital Funds	Other Funds	Totals
		Salaries/Benefits	Other			
Non-Recurring Costs						
						0
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$0	\$0
Recurring Costs						
2024	Library Programs		2,400			2,400
						0
						0
						0
						0
	Total Proposed Recurring Costs	\$0	\$2,400	\$0	\$0	\$2,400
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$0	\$0
	Total Costs	\$0	\$2,400	\$0	\$0	\$2,400
	Cost per Resident Served	\$0	\$0	\$0	\$0	\$0

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department Library		Date Completed 30-Mar-23
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Library Programming		Accounting String 001-5771-5525

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	\$2,400	\$0	\$0	\$2,400
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 Yes No

Staffing Needs Yes No

Approval to Submit to Finance _____ *[Signature]* _____ *6/15/23*
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
<i>[Signature]</i> _____ <i>6/15/23</i> Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<i>[Signature]</i> _____ <i>6/26/23</i> City Manager Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Non-Departmental		3/29/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
		X	
Project Title		Accounting String	
Wilton Drive Landscape Replacements		001-5119-5467.000	

Provide a Detailed Description of the Project

These funds would be used to provide replacement landscaping on Wilton Drive.

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

The Wilton Drive landscaping project was completed in 2023 for approximately \$770,000. These funds would be used to provide replacement landscaping, such as shrubs, ground cover and possibly trees. As the landscaping matures there will be areas that will need to be filled in and/or replaced due to damage from storms, pedestrians, motor vehicles, pests, etc.

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
----	-------------

Non-Recurring Costs	
2024	Wilton Drive Landscape Replacements

Total Non-Recurring Costs

Recurring Costs	

Total Proposed Recurring Costs

Recurring Cost per Resident Served

Total Costs

Cost per Resident Served

001 - Operating Fund		300		Totals	
Salaries/Benefits	Other	Capital Funds	Other Funds		

Reduced to \$5,000 per CM

		10,000		10,000
				0
				0
				0
				0
\$0	\$0	\$10,000	\$0	\$10,000

				0
				0
				0
				0
				0
\$0	\$0	\$0	\$0	\$0

\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$10,000	\$0	\$10,000
\$0	\$0	\$1	\$0	\$1

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed
Non-Departmental		3/29/2023
Is this a capital request?	Yes	Number of Residents to be Served by this Project
	No <input checked="" type="checkbox"/>	
Project Title		Accounting String
Wilton Drive Landscape Replacements		001-5119-5467.000

Revenue/Cost Savings Opportunities

Additional Revenues					0
					0
Cost Savings					0
					0
Total Revenue/Cost Savings		\$0	\$0	\$0	\$0
Net Costs (Cost MINUS Revenue/Cost Savings)		\$0	\$0	\$10,000	\$0
FY 2022-23 Net Cost per Resident Served		\$0	\$0	\$1	\$0
					\$1

Divisional Reviews Prior to Submission

Technology Needs	Yes/No
	<input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance MPenny 6/15/23
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
<u>Paul Paul</u> <u>6/21/23</u> Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Lyle Heller</u> <u>6/26/23</u> City Manager Date		

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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Recommended Budget
Personnel Wages	\$ 137,492	\$ 214,168	\$ 166,381
Personnel Benefits	170,880	185,460	195,133
Operating Expenditures	2,413,269	2,622,817	2,851,811
Capital	66,200	213,125	21,325
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	3,968	-	-
TOTAL DEPARTMENT COST	\$ 2,791,809	\$ 3,235,570	\$ 3,234,650

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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	0.00	0.00
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	1.70	1.70
FIRE ASSESSMENT FUND TOTALS	2.70	2.70	1.70	1.70

(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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 155 - FIRE ASSESSMENT FUND						
Dept 5223 - FIRE PREVENTION						
1	PERSONNEL WAGES					
2	155-5223-5121.000 Salaries - Full Time	135,405	211,862	211,862	95,144	164,563
3	155-5223-5141.000 Overtime	173	194	194		150
4	155-5223-5151.000 Cellular Phone Stipend	594	792	792		348
5	155-5223-5156.000 Academic Incentive Pay	1,320	1,320	1,320	880	1,320
6	PERSONNEL WAGES	137,492	214,168	214,168	96,024	166,381
7						
8	PERSONNEL BENEFITS					
9	155-5223-5211.000 FICA	10,360	15,921	15,921	7,195	12,286
10	155-5223-5221.000 Pension - WM	20,670	23,739	23,739	23,739	23,037
11	155-5223-5222.000 Pension - FRS	19,484	30,669	30,669	14,517	26,992
12	155-5223-5231.000 Life & Health Insurance	17,529	29,011	29,011	16,391	27,698
13	155-5223-5232.000 Insurance Opt-Out	610	120	120	800	120
14	PERSONNEL BENEFITS	68,653	99,460	99,460	62,642	90,133
15						
16	OPERATING EXPENDITURES					
17	155-5223-5311.000 Professional Services		2,000	2,000		2,000
18	155-5223-5412.000 Postage	168	300	300	45	300
19	155-5223-5462.000 Equipment Maint-Repair	1,041	500	500	155	2,000
20	155-5223-5463.000 Vehicle Maint-Repair	574	1,500	1,500	55	5,000
21	155-5223-5464.000 Vehicle Operation - Fuel	1,357	3,446	3,446	959	1,450
22	155-5223-5465.000 Copy Machine	2,177	3,000	3,000	1,438	2,000
23	155-5223-5471.000 Printing & Binding		1,000	1,000		1,000
24	155-5223-5521.000 Operating Supplies		2,000	2,000		2,000
25	155-5223-5524.000 Uniforms & Clothing		1,500	1,500		1,500
26	155-5223-5541.000 Subs, Memberships, Dues	933	2,000	2,000	625	2,050
27	155-5223-5542.000 Training/Education	692	2,500	2,500	757	2,570
28	OPERATING EXPENDITURES	6,942	19,746	19,746	4,034	21,870
29						
30	Totals for dept 5223 - FIRE PREVENTION	213,087	333,374	333,374	162,700	278,384
31						
32	Dept 5225 - FIRE OPERATIONS					
33	PERSONNEL BENEFITS					
34	155-5225-5223.000 Pension - Volunteer Firefighters	102,227	86,000	86,000	2,659	105,000
35	PERSONNEL BENEFITS	102,227	86,000	86,000	2,659	105,000
36						
37	OPERATING EXPENDITURES					
38	155-5225-5311.000 Professional Services		12,500	12,500		12,500
39	155-5225-5312.000 Legal Services - City Attorney	2,950	5,250	5,250		5,250
40	155-5225-5341.000 Contractual Services	2,181,068	2,338,568	2,338,568	1,517,620	2,407,744
41	155-5225-5411.000 Telephone	1,644	1,945	1,945	671	1,265
42	155-5225-5431.000 Utilities	14,362			213	
43	155-5225-5431.001 Utilities - Electricity		9,500	9,500	6,988	11,200
44	155-5225-5431.002 Utilities - Water & Sewer		4,620	4,620	3,376	4,000
45	155-5225-5431.003 Utilities - Others		900	900		1,000
46	155-5225-5451.000 Insurance	17,696	34,961	34,961	27,776	24,864
47	155-5225-5462.000 Equipment Maint-Repair	701	2,500	2,500	4,883	20,500
48	155-5225-5466.000 Building Maintenance	23,643	25,000	25,000	13,455	25,725
49	155-5225-5491.000 City Hall Indirect Charges	162,708	165,177	165,177	165,180	174,944
50	155-5225-5521.000 Operating Supplies	1,555	2,000	2,000	1,211	2,000
51	155-5225-5541.000 Subs, Memberships, Dues		150	150		150
52	155-5225-5951.000 Contingencies					138,799
53	OPERATING EXPENDITURES	2,406,327	2,603,071	2,603,071	1,741,373	2,829,941
54						
55	CAPITAL					
56	155-5225-5641.000 Capital Outlay	66,200		198,800	1,022	
57	155-5225-5690.000 Contribution to Capital Replacement Plan		14,325	14,325		21,325
58	CAPITAL	66,200	14,325	213,125	1,022	21,325
59						
60	Totals for dept 5225 - FIRE OPERATIONS	2,574,754	2,703,396	2,902,196	1,745,054	2,956,266

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
61						
62	Dept 5881 - INTERFUND TRANSFERS					
63	TRANSFERS OUT					
64	155-5881-5911.000 Operating Transfers Out	3,968				
65	TRANSFERS OUT	3,968	0	0	0	0
66						
67	Totals for dept 5881 - INTERFUND TRANSFERS	3,968	0	0	0	0
68						
69						
70	TOTAL FIRE FUND EXPENDITURES	2,791,809	3,036,770	3,235,570	1,907,754	3,234,650

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
AMERICAN RESCUE PLAN ACT

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 257,500	\$ -	\$ -
Personnel Benefits	19,544	-	-
Operating Expenditures	-	-	-
Capital	340,493	5,764,790	109,500
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
 TOTAL DEPARTMENT COST	 <u>\$ 617,537</u>	 <u>\$ 5,764,790</u>	 <u>\$ 109,500</u>

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 150 - American Rescue Plan Act						
Departments 5227 - Emergency - Disaster Relief						
1	PERSONNEL WAGES					
2	150-5227-5121.000 Salaries - Full Time	226,500	0	0	0	0
3	150-5227-5131.000 Salaries - Part Time	31,000	0	0	0	0
4	150-5227-5131.000 Curr Lia-Compensated Abs	0	0	0	0	0
5	PERSONNEL WAGES	257,500	0	0	0	0
6						
7	PERSONNEL BENEFITS					
8	150-5227-5211.000 FICA	17,172	0	0	0	0
9	150-5227-5211.005 FICA Part Time	2,372	0	0	0	0
10	PERSONNEL BENEFITS	19,544	0	0	0	0
11						
12	CAPITAL					
13	150-5227-5641.000 Capital Outlay	0	19,420	104,084	0	109,500
14	CAPITAL	0	19,420	104,084	0	109,500
15						
16	Totals for dept 5227 - EMERGENCY - DISASTER RELIEF	277,044	19,420	104,084	0	109,500
17						
18	Dept 5332 - SEWER OPERATIONS					
19	CAPITAL					
20	150-5332-5641.005 LS 11 Force Main Project	44,300	0	2,555,700	72,583	0
21	TRANSFERS OUT	44,300	0	2,555,700	72,583	0
22						
23	Totals for dept 5332 - SEWER OPERATIONS	44,300	0	2,555,700	72,583	0
24						
25	Dept 5333 - WATER OPERATIONS					
26	CAPITAL					
27	150-5333-5641.006 NW 30th CT Water Main Replace.	11,303	0	44,475	4,864	0
28	150-5333-5641.007 NW 29th CT Water Main Replace.	41,890	0	1,574,964	22,073	0
29	TRANSFERS OUT	53,193	0	1,619,439	26,937	0
30						
31	Totals for dept 5333 - WATER OPERATIONS	53,193	0	1,619,439	26,937	0
32						
33	Dept 5441 - ROAD IMP/PUBLIC SERVICES					
34	CAPITAL					
35	150-5441-5641.003 Wilton DR Landscape & Irrigations	243,000	0	0	0	0
36	TRANSFERS OUT	243,000	0	0	0	0
37						
38	Totals for dept 5441 - ROAD IMP/PUBLIC SERVICES	243,000	0	0	0	0
39						
40	Dept 5779 - PARKS & FACILITIES					
41	CAPITAL					
42	150-5779-5641.000 Capital Outlay	0	0	240,000	0	0
43	150-5779-5641.008 Hagen Park Amenities/FRDAP match	0	0	1,145,567	0	0
44	150-5779-5641.009 Roofing repairs	0	0	100,000	0	0
45	TRANSFERS OUT	0	0	1,485,567	0	0
46						
47	Totals for dept 5779 - PARKS & FACILITIES	0	0	1,485,567	0	0
48						
49	TOTAL AMERICAN RESCUE PLAN ACT FUND EXPENDITURES	617,537	19,420	5,764,790	99,520	109,500

DEPARTMENTAL BUDGET SUMMARY
SURTAX FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	593,837	3,216,856	1,050
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 593,837	\$ 3,216,856	\$ 1,050

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 156 - SURTAX FUND						
1						
2	Dept 5441 - Road Imp/Public Service					
3	CAPITAL					
4	156-5441-5641.000 Capital Outlay		2,760	2,760		1,050
5	156-5441-5641.002 NE 26th ST Design	100,104		137,396	62,392	
6	156-5441-5641.003 Wilton DR Landscape & Irrigation	279,133		18,282		
7	156-5441-5641.004 NE 15th Ave & 24th Road Improve.	214,600		323,835	302,845	
8	156-5441-5641.012 Milling, Paving & Resurfacing			720,452		
9	156-5441-5641.013 Milling, Paving & Resurfacing			982,984		
10	156-5441-5641.014 Milling, Paving & Resurfacing			1,031,147		
11	OPERATING EXPENDITURES	593,837	2,760	3,216,856	365,237	1,050
12						
13	Totals for dept 5441 - Road Imp/Public Service	593,837	2,760	3,216,856	365,237	1,050
14						
15						
16	TOTAL SURTAX FUND	593,837	2,760	3,216,856	365,237	1,050

DEPARTMENTAL BUDGET SUMMARY
MISCELLANEOUS GRANTS FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 27,195	\$ -	\$ -
Personnel Benefits	1,998	-	-
Operating Expenditures	20,871	95,120	120
Capital	32,979	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 83,043	\$ 95,120	\$ 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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 157 - MISCELLANEOUS GRANTS FUND						
1	Dept 5112 - CITY MANAGER					
2						
3	OPERATING EXPENDITURES					
4	157-5112-5311.000 Professional Services	-----		95,000	45,061	
5	OPERATING EXPENDITURES	0	0	95,000	45,061	0
6						
7						
8	Dept 5119 - CITY HALL & CITYWIDE ACTIVITIES					
9						
10	OPERATING EXPENDITURES					
11	157-5119-5951.000 Contingencies	-----	120	120		120
12	OPERATING EXPENDITURES	0	120	120	0	120
13						
14	Totals for dept 5119 - CITY HALL & CITYWIDE ACTIVITIES	0	120	120	0	120
15						
16	Dept 5210 - Police					
17	OPERATING EXPENDITURES					
18	157-5210-5802.004 Bulletproof Vest Grant Expense	-----				
19	157-5210-5807.008 Metro Broward Drug Task Force	20,871				
20	OPERATING EXPENDITURES	20,871	0	0	0	0
21						
22	Totals for dept 5210 - Police	20,871	0	0	0	0
23						
24	Dept 5221 - POLICE SWORN					
25	PERSONNEL WAGES					
26	157-5221-5141.000 EMLEG Grant Overtime	-----				
27	PERSONNEL WAGES	27,195	0	0	0	0
28						
29	PERSONNEL BENEFITS					
30	157-5221-5211.000 EMLEG Grant FICA	-----				
31	PERSONNEL BENEFITS	1,998	0	0	0	0
32	Totals for dept 5221 - POLICE SWORN	29,193	0	0	0	0
33						
34	Dept 5441 - Road Imp/Public Service					
35	CAPITAL					
36	157-5441-5641.003 Wiltond Dri Landscaping & Irrigation	-----				
37	CAPITAL	23,163	0	0	0	0
38						
39	Totals for dept 5441 - Road Imp/Public Service	23,163	0	0	0	0
40						
41	Dept 5712 - LIBRARY					
42	CAPITAL					
43	157-5712-5802.001 State Aid to Libraries	-----			216	
44	CAPITAL	9,816	0	0	216	0
45						
46	Totals for dept 5712 - Library	9,816	0	0	216	0
47						
48						
49	TOTAL MISCELLANEOUS GRANTS FUND EXPENDITURES	83,043	120	95,120	45,277	120

BUILDING FUND

Accounts for revenues and expenses associated with building permits and development within the City of Wilton Manors.

Strategic Plan

Goal B. Promote Economic Development

Objective 2. Increase Density to Accommodate Mixed Use Commercial Residential Development

Strategies

a. Identify corridors for mixed-use commercial and residential development

Results – City Commission adopted new density and land use regulations in FY 2022

b. Establish new development policies to attract corridor revitalization

Results – City Commission adopted codes changes, in addition to new density and land use regulations in FY 2022

c. Initiate zoning changes, as appropriate

Results – City Commission adopted revised zoning regulations in FY 2022

Objective 3. Ensure Application of Smart Growth Planning and Land Use Policies

Strategies

a. Recommend smart growth policies for adoption

Results – City Commission adopted new policies as part of the ongoing comprehensive City Code of Ordinance Rewrite

KPI: Annual Business Licenses

Goal: Three (3) percent increase in business licenses annually

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Number of Business License Renewals	1,101	947	806
Number of New Business Licenses Issued	29	26	54
Number of Business Licenses Closed	98	115	145
Net Number of Business Licenses	1,032	858	715

KPI: Number Dollars Invested Within the City

Goal: An increase of 3% or greater of dollars invested within the City

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
Number of Building Permits Issued	1,524	1,529	1,598
Total Job Cost for all Permits	\$28,525,484	\$29,637,201	\$36,885,942

DEPARTMENTAL BUDGET SUMMARY
BUILDING FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ 121,900
Personnel Benefits	-	-	78,367
Operating Expenditures	-	-	1,059,783
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ -	\$ -	\$ 1,260,050

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET	
Fund 160 - BUILDING FUND							
Dept 5224 - COMMUNITY DEVELOPMENT							
1	PERSONNEL WAGES						1
2	160-5224-5121.000 SALARIES - FULL TIME					121,526	2
3	160-5224-5141.000 Overtime					374	3
4	PERSONNEL WAGES	0	0	0	0	121,900	4
5							5
6	PERSONNEL BENEFITS						6
7	Expenditure						7
8	160-5224-5151.000 Cell Phone Stipend					575	8
9	160-5224-5211.000 FICA					9,122	9
10	160-5224-5221.000 Pension - WM					16,031	10
11	160-5224-5222.000 Pension - FRS					23,303	11
12	160-5224-5231.000 Life & Health Insurance					28,969	12
13	160-5224-5232.000 Insurance Opt-Out					367	13
14	PERSONNEL BENEFITS	0	0	0	0	78,367	14
15							15
16	OPERATING EXPENDITURES						16
17	160-5224-5341.000 Contractual Services					1,038,040	17
18	160-5224-5401.000 Meetings & Conferences					850	18
19	160-5224-5411.000 Telephone					1,101	19
20	160-5224-5412.000 Postage					1,360	20
21	160-5224-5465.000 Copy Machine					1,989	21
22	160-5224-5471.000 Printing & Binding					1,224	22
23	160-5224-5490.010 UNSAFE STRUCTURE					10,000	23
24	160-5224-5511.000 Office Supplies					1,700	24
25	160-5224-5521.000 Operating Supplies					1,020	25
26	160-5224-5524.000 Uniforms & Clothing					510	26
27	160-5224-5541.000 Subs, Memberships, Dues					1,309	27
28	160-5224-5542.000 Training/Education					425	28
29	160-5224-5543.000 Books & Manuals					255	29
30	OPERATING EXPENDITURES	0	0	0	0	1,059,783	30
31							31
32	Totals for dept 5224 - COMMUNITY DEVELOPMENT	0	0	0	0	1,260,050	32
33							33
34	TOTAL BUILDING FUND	0	0	0	0	1,260,050	34

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.

Goal A: Advance Infrastructure Improvements

Objective 3. Identify Opportunities to Improve Transportation Flow

KPI: Roads Infrastructure

Goal: Average age of City-owned roads equals 20 years or less

	FY 20/21	FY 21/22	FY 22/23
9/30/2000 111,672 LF Paved	21	22	22.42
9/30/2008 11,880 LF Paved	13	14	14.42
8/31/2023 31,174 LF	N/A	N/A	0
Average	20.23	21.23	17.29

DEPARTMENTAL BUDGET SUMMARY
ROAD IMPROVEMENT FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	196,284	387,301	219,750
Capital	5,569	154,107	120,769
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 201,853	\$ 541,408	\$ 340,519

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 163 - ROAD IMPROVEMENT FUND						
Dept 5441 - ROAD IMP/PUBLIC SERVICES						
1	OPERATING EXPENDITURES					
2	163-5441-5302.000 Road Imprvmnt Operations	138,263	118,500	259,425	37,490	170,600
3	163-5441-5491.000 City Hall Indirect Chgs	15,725				
4	163-5441-5951.000 Contingencies		60,435	60,435	8,184	
5	OPERATING EXPENDITURES	153,988	178,935	319,860	45,674	170,600
6						
7	CAPITAL					
8	163-5441-5641.000 Capital Outlay	5,569	108,000	137,909	3,813	120,000
9	163-5441-5690.000 Contribution to Capital Replacement Plan		16,198	16,198		769
10	CAPITAL	5,569	124,198	154,107	3,813	120,769
11						
12	Totals for dept 5441 - ROAD IMP/PUBLIC SERVICES	159,557	303,133	473,967	49,487	291,369
13						
14	Dept 5779 - PARKS & FACILITIES					
15						
16	OPERATING EXPENDITURES					
17	163-5779-5341.000 Contractual Services	15,415	19,750	19,750	6,604	19,750
18	163-5779-5431.001 UTILITIES - Electricity		5,100	5,100	2,539	6,500
19	163-5779-5431.002 UTILITIES - Water & Sewer		19,980	19,980	19,380	22,900
20	163-5779-5467.000 Right-of-Way Maintenance	26,881	22,611	22,611	1,521	
21	OPERATING EXPENDITURES	42,296	67,441	67,441	30,044	49,150
22						
23	Totals for dept 5779 - PARKS & FACILITIES	42,296	67,441	67,441	30,044	49,150
24						
25						
26						
27	TOTAL ROAD FUND EXPENDITURES	201,853	370,574	541,408	79,531	340,519

City of Wilton Manors FY24-28 Capital Improvement Program

Road Improvement Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Road Improvement Fund	\$ 120,769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 124,001
Capital Replacement Plan						\$ -
Grants						\$ -
Other						\$ -
TOTAL SOURCES:	\$ 120,769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 124,001

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles:						\$ -
Plans, Studies, Engineering & Architecture:						\$ -
Computers & Technology:						\$ -
Infrastructure	120,000					\$ 120,000
Capital Replacement Plan	769	784	800	816	832	\$ 4,001
Other:						\$ -
TOTAL COSTS:	\$ 120,769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 124,001

City of Wilton Manors FY24-28 Capital Improvement Program

Road Improvement Fund

Capital Replacement Plan

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Road Improvement Fund	\$ 769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 4,001
Capital Replacement Plan						\$ -
						\$ -
TOTAL SOURCES:	\$ 769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 4,001

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:						\$ -
Vehicles:						\$ -
Plans, Studies, Engineering & Architecture:						\$ -
Computers & Technology:						\$ -
Infrastructure						\$ -
Capital Replacement Plan	769	784	800	816	832	\$ 4,001
TOTAL COSTS:	\$ 769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 4,001

**CITY OF WILTON MANORS
 FY2024-2028 FIVE YEAR CAPITAL IMPROVEMENT PLAN
 NEW CAPITAL PROJECTS
 RECOMMENDED BUDGET**

Line #	Project Description	FY24	FY25	FY26	FY27	FY28	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Road Improvement Fund - 163						
2	Westside Traffic Calming Installation	\$120,000					\$120,000
2	Contribution to Capital Replacement Plan	\$769	\$784	\$800	\$816	\$832	\$4,001
3	Total Road Fund	\$120,769	\$784	\$800	\$816	\$832	\$124,001

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Emergency Management/Utilities		Date Completed 3/15/2023					
Is this a capital request?	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;">X</td> <td style="text-align: center;"></td> </tr> </table>	Yes	No	X		Number of Residents to be Served by this Project 2,500	
Yes	No						
X							
Project Title Westside Traffic Calming Installation		Accounting String 163-5441-5641.000					

Provide a Detailed Description of the Project
Install traffic calming effects, including (17) speed tables, (1) raised intersection and related signage and roadway striping, as recommended by the "Westside Neighborhood Traffic Calming Study" dated June 2022, as completed by Kimley-Horn and Associates, LLC. The project does not include the (4) gateway features recommended in the study.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
Residents in the area to the west of N Andrews Avenue have expressed concerns regarding speeding and cut-through traffic within their neighborhood. The City contracted with Kimley-Horn to conduct the above traffic study and provide recommendations based upon findings related to traffic engineering standards. Benefits would include reduction in travel speed as well as a reduction in cut-through traffic.

Explain any Recurring Operating Costs
Maintenance of signage and roadway markings.

Alignment to Strategic Plan
Goal A – Advance Infrastructure Improvements; Key Objective 1 – Ensure that the City’s properties and infrastructure meet the present and future needs of the City.

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
23/24	Install traffic calming measures				120,000	120,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$120,000	\$120,000
Recurring Costs						
24/25	Repair signage				250	250
25/26	Repair signage				250	250
26/27	Repair signage				250	250
27/28	Repair signage				250	250
28/29	Repair signage				250	250
	Total Proposed Recurring Costs	\$0	\$0	\$0	\$1,250	\$1,250
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$1	\$1
	Total Costs	\$0	\$0	\$0	\$121,250	\$121,250
	Cost per Resident Served	\$0	\$0	\$0	\$49	\$49

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Emergency Management/Utilities		Date Completed 3/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2,500
Project Title Westside Traffic Calming Installation		Accounting String 163-5441-5641.000	

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	\$0	\$121,250	\$121,250
FY 2022-23 Net Cost per Resident Served	\$0	\$0	\$0	\$49	\$49

Divisional Reviews Prior to Submission

Technology Needs Yes/No
No

Staffing Needs Yes/No
No

Approval to Submit to Finance 6/15/2023
Department Head Date

Finance Director Use Only

Pay Back Period N/A

Internal Rate of Return N/A

Net Present Value N/A

6/16/23
Finance Director Date

City Manager Use Only

Add to Recommended Budget Yes No

6/26/23
City Manager Date

**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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	2,519	8,150	3,500
Capital	-	-	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 2,519	\$ 8,150	\$ 3,500

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 601 - JENADA SPECIAL ASSESSMENT FUND						
Dept 5440 - PUBLIC SERVICES						
1	OPERATING EXPENDITURES					
2	601-5440-5312.000 Legal & Administrative Services	1,622	2,100	2,100	400	2,100
3	601-5440-5431.001 Utilities - Electricity		400	400		500
4	601-5440-5431.002 Utilities - Water & Sewer		370	370	355	600
5	601-5440-5466.000 Jenada Gate Maintenance	897			2,187	
6	601-5440-5991.000 Contingency - Fund Balance		5,280	5,280		300
7	OPERATING EXPENDITURES	2,519	8,150	8,150	2,942	3,500
8						
9	Totals for dept 5440 - PUBLIC SERVICES	2,519	8,150	8,150	2,942	3,500
10						
11						
12	TOTAL JENADA SPECIAL ASSESSMENT FUND EXPENDITURES	2,519	8,150	8,150	2,942	3,500

JENADA SPECIAL ASSESSMENT RATE HISTORY

Land Designation	FISCAL YEAR 22-23			FISCAL YEAR 23-24			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%	\$3,019.68	\$37.28	-\$61.49

Land Designation	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
	Cost Per Unit							
Residential	\$ 103.09	\$ 103.09	\$ 100.00	\$ 98.77	\$ 98.77	\$ 98.77	\$ 98.77	\$ 37.28
	\$ 8,350.29	\$ 8,350.29	\$ 8,100.00	\$ 8,000.37	\$ 8,000.37	\$ 8,000.37	\$ 8,000.37	\$ 3,019.68

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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	85,802	132,315	109,600
Capital	68,934	23,872	-
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 154,736	\$ 156,187	\$ 109,600

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 602 - WILTON DRIVE IMPROVEMENT DISTRICT						
Dept 5520 - WDID						
1	OPERATING EXPENDITURES					
2	602-5520-5311.000 Professional Services	3,771	5,200	5,200	3,726	5,200
3	602-5520-5312.000 Legal Services - City Attorney	10,050	13,000	13,000	5,800	13,000
4	602-5520-5341.000 Contractual Services	47,320	73,000	80,400	39,037	73,000
5	602-5520-5451.000 Insurance	2,618	3,000	3,000	2,814	3,000
6	602-5520-5481.000 Promotional Activities	20,955	10,400	10,400	4,546	10,400
7	602-5520-5482.000 Advertising		2,000	2,000		2,000
8	602-5520-5490.008 Licenses & Permit Fees		500	500		500
9	602-5520-5521.000 Operating Supplies	475	500	500	175	500
9	602-5520-5525.003 Special Events	613	10,000	16,275	12,690	
10	602-5520-5951.000 Contingencies		1,040	1,040		2,000
11	OPERATING EXPENDITURES	85,802	118,640	132,315	68,788	109,600
12						
13	CAPITAL					
14	602-5520-5641.000 Capital Outlay	68,934		23,872	17,547	
15	CAPITAL	68,934	0	23,872	17,547	0
16						
17	Totals for dept 5520 - WDID	154,736	118,640	156,187	86,335	109,600
18						
19						
20	TOTAL WILTON DRIVE IMPROVEMENT DISTRICT EXPENDITURES	154,736	118,640	156,187	86,335	109,600

Fund 300 - Capital Improvements Fund Table of Contents

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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.

DEPARTMENTAL BUDGET SUMMARY
CAPITAL IMPROVEMENT FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ -	\$ -	\$ -
Personnel Benefits	-	-	-
Operating Expenditures	-	-	-
Capital	331,478	3,192,382	3,177,354
Debt Service	-	-	-
Depreciation	-	-	-
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 331,478	\$ 3,192,382	\$ 3,177,354

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 300 - CAPITAL IMPROVEMENT FUND						
Dept 5112 - CITY MANAGER						
1	CAPITAL					
2	300-5112-5641.000 Capital Outlay	18,298	125,000	174,000	19,512	0
3	300-5112-5641.003 Wilton DR Landscaping	105,583	0	158,311	30,999	0
4	CAPITAL	123,881	125,000	332,311	50,511	0
6	Totals for dept 5112 - CITY MANAGER	123,881	125,000	332,311	50,511	0
Dept 5115 - HUMAN RESOURCES						
10	CAPITAL					
11	300-5115-5641.000 Capital Outlay		6,000	6,000		
12	CAPITAL	0	6,000	6,000	0	0
14	Totals for dept 5115 - HUMAN RESOURCES	0	6,000	6,000	0	0
Dept 5117 - INFORMATION TECHNOLOGY						
18	CAPITAL					
19	300-5117-5641.000 Capital Outlay	13,410	354,404	550,240	95,015	373,420
20	300-5117-5641.001 Capital Outlay Non Capitalizable	34,316				
21	CAPITAL	47,726	354,404	550,240	95,015	373,420
23	Totals for dept 5117 - INFORMATION TECHNOLOGY	47,726	354,404	550,240	95,015	373,420
Dept 5118 - NON DEPARTMENTAL ACTIVITIES						
27	OPERATING EXPENDITURES					
28	300-5118-5991.000 Contingency - Fund Balance		463,475	463,475		500,372
29	OPERATING EXPENDITURES	0	463,475	463,475	0	500,372
31	Totals for dept 5118 - NON DEPARTMENTAL ACTIVITIES	0	463,475	463,475	0	500,372
Dept 5119 - CITY HALL & CITYWIDE ACTIVITIES						
35	CAPITAL					
36	300-5119-5641.000 Capital Outlay	18,294		319,940	6,218	
37	300-5119-5641.001 Capital Outlay Non Capitalizable					
38	CAPITAL	18,294	0	319,940	6,218	0
40	Totals for dept 5119 - CITY HALL & CITYWIDE ACTIVITIES	18,294	0	319,940	6,218	0
Dept 5222 - POL NON-SWORN						
44	CAPITAL					
45	300-5222-5641.000 Capital Outlay	47,051	382,712	629,355	135,666	776,150
46	300-5222-5641.001 Capital Outlay Non Capitalizable					6,815
47	CAPITAL	47,051	382,712	629,355	135,666	782,965
49	Totals for dept 5222 - POL NON-SWORN	47,051	382,712	629,355	135,666	782,965
Dept 5224 - COMMUNITY DEVELOPMENT						
53	CAPITAL					
54	300-5224-5641.000 Capital Outlay		5,250	5,250		135,000
55	CAPITAL	0	5,250	5,250	0	135,000
57	Totals for dept 5224 - COMMUNITY DEVELOPMENT	0	5,250	5,250	0	135,000

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
59	Dept 5440 - PUBLIC SERVICES					
60						
61	CAPITAL					
62	300-5440-5641.000 Capital Outlay	0	41,000	41,000	0	45,000
63	CAPITAL	0	41,000	41,000	0	45,000
64						
65	Totals for dept 5440 - PUBLIC SERVICES	0	41,000	41,000	0	45,000
66						
59	Dept 5771 - LIBRARY					
60						
61	CAPITAL					
62	300-5771-5641.000 Capital Outlay	1,497	12,000	12,000		
63	300-5771-5641.001 Capital Outlay - Non Capitalizable	13,593				
64	300-5771-5661.000 Capital Outlay - Publications	17,010	35,000	35,000	23,809	35,000
65	CAPITAL	32,100	47,000	47,000	23,809	35,000
66						
67	Totals for dept 5771 - LIBRARY	32,100	47,000	47,000	23,809	35,000
68						
69	Dept 5772 - RECREATION					
70						
71	CAPITAL					
72	300-5772-5641.000 Capital Outlay	0	0	0	0	0
73	CAPITAL	0	0	0	0	0
74						
75	Totals for dept 5772 - RECREATION	0	0	0	0	0
76						
77	Dept 5779 - PARKS & FACILITIES					
78						
79	CAPITAL					
80	300-5779-5641.000 Capital Outlay	18,969	377,000	797,811	114,449	1,305,597
81	300-5779-5641.001 Capital Outlay Non Capitalizable	43,457				
82	CAPITAL	62,426	377,000	797,811	114,449	1,305,597
83						
84	Totals for dept 5779 - PARKS & FACILITIES	62,426	377,000	797,811	114,449	1,305,597
85						
86						
87						
88	TOTAL CAPITAL IMPROVEMENT FUND EXPENDITURES	331,478	1,801,841	3,192,382	425,668	3,177,354

**CITY OF WILTON MANORS
FY2024-2028 CAPITAL IMPROVEMENT FUND
NEW CAPITAL PROJECTS
ADOPTED BUDGET**

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Information Technology - 5117						
2	CRP Annual PC Replacements	\$41,250	\$42,000	\$42,000	\$42,000	\$42,000	\$209,250
3	IT Master Plan Recommendations	\$38,040					\$38,040
4	Cybersecurity - Redundancy & Disaster Recovery Improvements	\$150,000					\$150,000
5	Access Control System Upgrade	\$18,900					\$18,900
6	City Hall Audio Visual Upgrade Project	\$50,000					\$50,000
7	BS&A Web Migration	\$75,230					\$75,230
8	Meraki WiFi Access Points		\$6,500				\$6,500
9	Total Information Technology	\$373,420	\$48,500	\$42,000	\$42,000	\$42,000	\$547,920
10							
11	City-Wide - 5119						
12	CRP -HVAC Replacements			\$10,000	\$90,000		\$100,000
13	CRP - Roof Replacements			\$345,000			\$345,000
14	CRP - Painting		\$15,300		\$30,000		\$45,300
15	CRP - Carpet Replacements		\$10,200				\$10,200
16	Total City-Wide	\$0	\$25,500	\$355,000	\$120,000	\$0	\$500,500
17							
18	Police Department - 5222						
19	CRP Replace Three (3) Marked Units	\$179,850					\$179,850
20	CRP Replace Two (2) Unmarked Vehicles	\$81,600					\$81,600
21	CRP Replace Police Radios	\$253,000					\$253,000
22	PD Fitness Room & Gym Maintenance	\$6,700					\$6,700
23	Ipads for Code Compliance	\$4,115					\$4,115
24	Refrigerator - 1st Floor Kitchen	\$1,200					\$1,200
25	Mobile Printers - Code Compliance	\$2,700					\$2,700
26	Two (2) Marked Units	\$119,900					\$119,900
27	Refrigerated Evidence Locker Replacement	\$12,900					\$12,900
28	Ten Solar Stop Signs	\$15,000					\$15,000
29	Two (2) Vehicle Wraps	\$6,000			\$8,000		\$14,000
30	Real-time Video Surveillance Solutions - Updating current City Hall System	\$100,000					\$100,000
31	New Code Vehicle		\$36,500				\$36,500
32	Digital Key Management System		\$9,750				\$9,750
33	Multi-media Shredder		\$2,500				\$2,500
34	Code Compliance Work Station		\$4,250				\$4,250
35	CRP - Vehicle Replacements		\$388,982	\$370,488	\$342,476	\$194,676	\$1,296,622
36	CRP - Equipment Replacements		\$6,300			\$54,700	\$61,000
37	Total Police Department	\$782,965	\$448,282	\$370,488	\$350,476	\$249,376	\$2,201,587
38							
39	Community Development Services - 5224						
40	Vehicle - Zoning Inspections	\$35,000					\$35,000
41	Add'l Add On for Broward Complete Streets for N Andrews Ave	\$100,000					\$100,000
42	Total Community Development Services	\$135,000	\$0	\$0	\$0	\$0	\$135,000
43							
44	Public Services - 5440						
45	CRP Duty Truck #14-4551	\$45,000					\$45,000
46	Total Public Services	\$45,000	\$0	\$0	\$0	\$0	\$45,000
47							
48	Library - 5771						
49	Books	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
50	CRP - Carept Replacement		\$18,360				\$18,360
51	Total Library	\$35,000	\$53,360	\$35,000	\$35,000	\$35,000	\$193,360
52							
53	Recreation - 5772						
54	CRP - Vehicle Replacements					\$70,000	\$70,000
55	Total Recreation	\$0	\$0	\$0	\$0	\$70,000	\$70,000
56							
57	Parks & Facilities - 5779						
58	CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9593)	\$55,000					\$55,000
59	CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9594)	\$55,000					\$55,000
60	CRP Courier Vehicle Replacement	\$35,000					\$35,000
61	CRP Replace 2013 Ford F-150	\$35,000					\$35,000
62	Colohatchee K9 Grass	\$150,000					\$150,000
63	ICPP Playground Replacement	\$150,000					\$150,000
64	CRP Barge Replacement	\$32,000					\$32,000
65	Add'l Funding for Barge Replacement	\$43,000					\$43,000
66	ICPP Roof Replacement	\$320,000					\$320,000
67	Colohatchee Expansion Parking Area & Entrance	\$400,000					\$400,000
68	Fire & Burglar Alarm System - Update & Consolidate	\$30,597					\$30,597
69	CRP - Vehicle Replacements		\$40,000	\$50,000		\$80,000	\$170,000
70	CRP -HVAC Replacements			\$9,250	\$7,000	\$87,750	\$104,000
71	CRP - Equipment Replacements		\$6,000	\$6,000	\$26,000	\$51,000	\$89,000
72	Total Parks & Facilities	\$1,305,597	\$46,000	\$65,250	\$33,000	\$218,750	\$1,668,597
73	Contribution to Capital Replacement Plan	\$500,372	\$510,379	\$520,587	\$530,999	\$541,619	\$2,603,956
74	Total Capital Improvement Fund	\$3,177,354	\$1,132,021	\$1,388,325	\$1,111,475	\$1,156,745	\$7,965,920

City of Wilton Manors FY24-28 Capital Improvement Program

Capital Improvements Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvements Fund	\$ 2,364,654	\$ 604,879	\$ 555,587	\$ 573,999	\$ 576,619	\$ 4,675,738
Capital Replacement Plan	\$ 812,700	\$ 527,142	\$ 832,738	\$ 537,476	\$ 580,126	\$ 3,290,182
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL SOURCES:	\$ 3,177,354	\$ 1,132,021	\$ 1,388,325	\$ 1,111,475	\$ 1,156,745	\$ 7,965,920

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 484,800	\$ 33,160	\$ 370,250	\$ 123,000	\$ 193,450	\$ 1,204,660
Vehicles:	\$ 647,350	\$ 465,482	\$ 420,488	\$ 350,476	\$ 344,676	\$ 2,228,472
Plans, Studies, Engineering & Architecture:	\$ -	\$ 4,250	\$ -	\$ -	\$ -	\$ 4,250
Computers & Technology:	\$ 408,635	\$ 58,250	\$ 42,000	\$ 42,000	\$ 42,000	\$ 592,885
Infrastructure	\$ 1,101,197	\$ -	\$ -	\$ -	\$ -	\$ 1,101,197
Capital Replacement Plan	\$ 500,372	\$ 510,379	\$ 520,587	\$ 530,999	\$ 541,619	\$ 2,603,956
Other:	\$ 35,000	\$ 60,500	\$ 35,000	\$ 65,000	\$ 35,000	\$ 230,500
TOTAL COSTS:	\$ 3,177,354	\$ 1,132,021	\$ 1,388,325	\$ 1,111,475	\$ 1,156,745	\$ 7,965,920

City of Wilton Manors FY24-28 Capital Improvement Program

Capital Improvements Fund

Capital Replacement Plan

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvements Fund	500,372	510,379	520,587	530,999	541,619	\$ 2,603,956
Capital Replacement Plan						\$ -
TOTAL SOURCES:	<u>\$ 500,372</u>	<u>\$ 510,379</u>	<u>\$ 520,587</u>	<u>\$ 530,999</u>	<u>\$ 541,619</u>	<u>\$ 2,603,956</u>

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:						\$ -
Vehicles:						\$ -
Plans, Studies, Engineering & Architecture:						\$ -
Computers & Technology:						\$ -
Infrastructure						\$ -
Capital Replacement Plan	\$ 500,372	\$ 510,379	\$ 520,587	\$ 530,999	\$ 541,619	\$ 2,603,956
TOTAL COSTS:	<u>\$ 500,372</u>	<u>\$ 510,379</u>	<u>\$ 520,587</u>	<u>\$ 530,999</u>	<u>\$ 541,619</u>	<u>\$ 2,603,956</u>

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 that fund's CRP in amounts designed to future replacement of capital assets. The monies in the Capital Replacement Plan are accounted for as Committed Fund Balance (in governmental funds) or Restricted Net Position (in business-type funds) within each of the individual funds. The monies needed for planned capital purchases during each fiscal year are withdrawn from the fund's CRP and budgeted as Appropriation of Fund Balance (in governmental funds) or Appropriation of Net Position (in business-type funds) in the fund. 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 FY24-28 Capital Improvement Program
Capital Improvement Fund
Information Technology Department
Department Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund	\$ 332,170	\$ 6,500				\$ 338,670
Capital Replacement Plan	41,250	42,000	42,000	42,000	42,000	\$ 209,250
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 373,420	\$ 48,500	\$ 42,000	\$ 42,000	\$ 42,000	\$ 547,920

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Vehicles:	-	-	-	-	-	\$ -
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	304,520	48,500	42,000	42,000	42,000	\$ 479,020
Infrastructure	18,900	-	-	-	-	\$ 18,900
Capital Replacement Plan	-	-	-	-	-	\$ -
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 373,420	\$ 48,500	\$ 42,000	\$ 42,000	\$ 42,000	\$ 547,920

City of Wilton Manors FY24-28 Capital Improvement Program
Capital Improvement Fund
City Hall and Citywide Activities Department
Department Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Plan	-	25,500	355,000	120,000	-	\$ 500,500
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	<u>\$ -</u>	<u>\$ 25,500</u>	<u>\$ 355,000</u>	<u>\$ 120,000</u>	<u>\$ -</u>	<u>\$ 500,500</u>

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -		\$ 355,000	\$ 90,000	\$ -	\$ 445,000
Vehicles:	-	-	-	-	-	\$ -
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:		-	-	-	-	\$ -
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan						\$ -
Other:	-	25,500	-	30,000	-	\$ 55,500
TOTAL COSTS:	<u>\$ -</u>	<u>\$ 25,500</u>	<u>\$ 355,000</u>	<u>\$ 120,000</u>	<u>\$ -</u>	<u>\$ 500,500</u>

City of Wilton Manors FY24-28 Capital Improvement Program
Capital Improvement Fund
Police Department
Department Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund	\$ 268,515	\$ 53,000		\$ 8,000		\$ 329,515
Capital Replacement Plan	514,450	395,282	370,488	342,476	249,376	\$ 1,872,072
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 782,965	\$ 448,282	\$ 370,488	\$ 350,476	\$ 249,376	\$ 2,201,587

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 284,800	\$ 8,800			\$ 54,700	\$ 348,300
Vehicles:	387,350	425,482	370,488	350,476	194,676	\$ 1,728,472
Plans, Studies, Engineering & Architecture:		4,250				\$ 4,250
Computers & Technology:	104,115	9,750				\$ 113,865
Infrastructure	6,700					\$ 6,700
Capital Replacement Plan						\$ -
Other:						\$ -
TOTAL COSTS:	\$ 782,965	\$ 448,282	\$ 370,488	\$ 350,476	\$ 249,376	\$ 2,201,587

City of Wilton Manors FY24-28 Capital Improvement Program
Capital Improvement Fund
Community Development Services Department
Department Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ 135,000
Capital Replacement Plan	-	-	-	-	-	\$ -
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ 135,000

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles:	35,000	-	-	-	-	\$ 35,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	100,000	-	-	-	-	\$ 100,000
Capital Replacement Plan	-	-	-	-	-	\$ -
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ 135,000

City of Wilton Manors FY24-28 Capital Improvement Program
Capital Improvement Fund
Public Services
Department Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund		\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Plan	45,000	-	-	-	-	\$ 45,000
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles:	45,000	-	-	-	-	\$ 45,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	-	-	-	-	-	\$ -
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

City of Wilton Manors FY24-28 Capital Improvement Program
Capital Improvement Fund
Leisure Services Department - Library Division
Department/Division Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 175,000
Capital Replacement Plan	-	18,360	-	-	-	\$ 18,360
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 35,000	\$ 53,360	\$ 35,000	\$ 35,000	\$ 35,000	\$ 193,360

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ 18,360	\$ -	\$ -	\$ -	\$ 18,360
Vehicles:	-	-	-	-	-	\$ -
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	-	-	-	-	-	\$ 175,000
Other:	35,000	35,000	35,000	35,000	35,000	\$ 193,360
TOTAL COSTS:	\$ 35,000	\$ 53,360	\$ 35,000	\$ 35,000	\$ 35,000	\$ 193,360

City of Wilton Manors FY24-28 Capital Improvement Program
Capital Improvement Fund
Leisure Services Department - Recreation Division
Department/Division Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Plan	-	-	-	-	70,000	\$ 70,000
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles:	-	-	-	-	70,000	\$ 70,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	-	-	-	-	-	\$ -
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000

City of Wilton Manors FY24-28 Capital Improvement Program

Capital Improvement Fund

Leisure Services Department - Parks & Facilities Division

Department Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvement Fund	\$ 1,093,597	\$ -	\$ -	\$ -	\$ -	\$ 1,093,597
Capital Replacement Plan	212,000	46,000	65,250	33,000	218,750	\$ 575,000
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 1,305,597	\$ 46,000	\$ 65,250	\$ 33,000	\$ 218,750	\$ 1,668,597

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 150,000	\$ 6,000	\$ 15,250	\$ 33,000	\$ 138,750	\$ 343,000
Vehicles:	180,000	40,000	50,000	-	80,000	\$ 350,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	975,597	-	-	-	-	\$ 975,597
Capital Replacement Plan	-	-	-	-	-	\$ -
Other (Land Acquisition):	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 1,305,597	\$ 46,000	\$ 65,250	\$ 33,000	\$ 218,750	\$ 1,668,597

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Information Technology		2/16/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Annual PC Replacements		300-5117-5641	

Provide a Detailed Description of the Project
This is an annual capital cost for purchase of personal computers, either desktop or laptop. This request is to replace the city's oldest set of 30 computers.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
Our computer lifecycle plan intends rolling upgrades of the city's computer fleet over the course of a five years. This ensures we get the most performance out of our equipment yet maintain devices that enable the city employees to perform their functions. We can also more evenly distribute and plan the equipment costs. Covid impacted our schedule, extending the age of some of the machines. We compensated by performing less costly system upgrades on those machines, extending their life. With this batch, we will get on track for the standardized upgrades.

Monitors were purchased along with original computers. Monitors generally have a longer lifespan than the computers and the technology has not advanced to necessitate wholesale replacement along with planned new desktops. But some of the monitors from our oldest machines have begun to fail. Including monitors now will enable us to replace the failing displays and purchase as needed.

Explain any Recurring Operating Costs

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

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
23-24	30 PCs @ \$875			26,250		26,250
23-24	60 Monitors (30 Sets) @ \$250			15,000		15,000
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$41,250	\$0	\$41,250
Recurring Costs						
	Total Proposed Recurring Costs	\$0	\$0	\$0	\$0	\$0
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$0	\$0
	Total Costs	\$0	\$0	\$41,250	\$0	\$41,250
	Cost per Resident Served	\$0	\$0	\$4	\$0	\$4

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Information Technology and Cybersecurity Improvements		Date Completed 2/16/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project 11,426
Project Title IT Master Plan Recommendations		Accounting String 300-5117-5641	

Provide a Detailed Description of the Project

Implement the recommendations of the Information Technology Master Plan. The IT master plan addresses cybersecurity, disaster recovery, redundancy, network infrastructure, and a host of other critical requests. The Plan will be implemented in phases, and this year's requests include:
 A mobile device management system which secures tablets and cell phones from invalid applications, and restricts access to critical systems.
 A Multi-factor authentication system to deter phishers and hackers. Ticketing system will allow for not only efficiency and data collection but expedited access to devices and PCs, leading to quicker response to potential threats. The current RecTrac system which is installed and run from a local server and extremely outdated. For security purposes this current incarnation needs to be retired, as it is run on Windows Server 2008, which is an attack vector as it is years past EOL (End of Life).

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

The IT Master plan recommends areas of improvement to create a more efficient and secure system. These improvements include upgrades to existing systems and implementing new ones. All IT systems that are networked, are vulnerable to cyberattacks. Cyberattacks come in many forms, from brute force hacking to very convincing emails that try to "phish" for system or account information. Critical systems redundancy, and disaster recovery planning are parts of a well developed cybersecurity and hardened network portfolio. Accurate asset management and problem resolution matrices in the service desk, allow for a more focused approach to trouble ticket resolution. Reviews of current business processes within each department should reveal the efficiency levels each area operate and should any technological reform take place. (See TMP2023).

Explain any Recurring Operating Costs

These costs will all be recurring going forward, since they are subscription, cloud based services.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
23-24	Device Management 160*\$10month				19,200	19,200
23-24	Ticketing System 5*49*12				2,940	2,940
23-24	Multifactor Authentication3*150*12				5,400	5,400
23-24	Web based Rec s/w				10,500	10,500
	Total Non-Recurring Costs	\$0	\$0	\$0	\$38,040	\$38,040
Recurring Costs						
24-25	All items above +5%				39,942	39,942
25-26					41,939	41,939
					0	0
					0	0
	Total Proposed Recurring Costs	\$0	\$0	\$0	\$81,881	\$81,881
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$7	\$7
	Total Costs	\$0	\$0	\$0	\$119,921	\$119,921
	Cost per Resident Served	\$0	\$0	\$0	\$10	\$10

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Information Technology	Date Completed 2/16/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Project Title Cybersecurity - Redundancy & Disaster Recovery Improvements	Number of Residents to be Served by this Project 11,426
Accounting String	300-5117-5641

Provide a Detailed Description of the Project

This plan has multiple components. These include new firewalls at the library, ICPP, and upgrades at Richardson. We will integrate identity management tools such as extended multifactor authentication. The power supplies (UPS) in the server room for the network equipment will be replaced. The power feeds and breakers to the room will also be enhanced. Centralized encrypted password management will be installed. We plan to light up backup internet and communication lines for and between City Hall and branch locations.

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

Implementing technology used to primarily be about enabling and enhancing efficiency. Today, every aspect of technology must be viewed through lens of security. Even functioning tech may need to be replaced because it is past support and without updates, becomes a potential cyber threat. New systems will provide better experiences, like firewalls with greater throughput, but will also help us protect the city. Building greater redundancy is also critical, in that it hardens systems from attack and can help us keep running in the event of threats, be them from bad actors or bad weather.

Explain any Recurring Operating Costs

Most modern technologies have moved to subscription based system. Even what would be considered hardware, like a firewall device, is mostly about the annual fee for the protection software that runs on the box. Once we have settled onto a system though, the costs will regulate and we will be able to better plan and forecast expenses.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
23-24	Cybersecurity Related projects			150,000		150,000
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$150,000	\$0	\$150,000
Recurring Costs						
						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	\$150,000	\$0	\$150,000
	Cost per Resident Served	\$0	\$0	\$13	\$0	\$13

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department Information Technologoy		Date Completed 2/16/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Cybersecurity - Redundancy & Disaster Recovery Improvements		Accounting String 300-5117-5641

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)
 FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$150,000	\$0	\$150,000
\$0	\$0	\$13	\$0	\$13

Divisional Reviews Prior to Submission

Technology Needs Yes No

Staffing Needs Yes No

Approval to Submit to Finance
Patrick Lard 6/21/23
Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
<u>Patrick Lard</u> 6/21/23 Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<u>Lyle Heller</u> 6/26/23 City Manager Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Information Technology		Date Completed 2/16/2023	
Is this a capital request?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Access Control System Upgrade		Accounting String	300-5117-5641

Provide a Detailed Description of the Project

Upgrade RFID access pass system for employees.

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

The existing access control system is running on Server 2008, three years past end of life which is a significant security risk. To meet security requirements, an upgrade is required. Particularly with systems that pertain to security and access, it is vital that these be kept current. It also recommended by the master plan to integrate all city sites into a singular cohesive system that can be managed and monitored. Newer access control systems provide much better tools for monitoring, and integration with other systems, for example, storing a snip of video from security cameras when unexpected access occurs. This project will enable doors at other sites to be added at a future time. The plan will be implemented in phases, with City Hall improvements occurring as Phase 1.

Explain any Recurring Operating Costs

Licenses are on a subscription basis, monthly per door opening.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
23-24	63 * \$25/month/entry			18,900		18,900
24-25	Hagen, ICPP 25@50*25			18,000		18,000
25-26	Colo, Mickel 20@50*25			14,000		14,000
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$50,900	\$0	\$50,900
Recurring Costs						
24-25	63 * \$25/month/entry			18,900		18,900
25-26	X*111 doors*25*12			36,900		36,900
26-27				50,900		50,900
						0
						0
	Total Proposed Recurring Costs	\$0	\$0	\$106,700	\$0	\$106,700
	Recurring Cost per Resident Served	\$0	\$0	\$9	\$0	\$9
	Total Costs	\$0	\$0	\$157,600	\$0	\$157,600
	Cost per Resident Served	\$0	\$0	\$14	\$0	\$14

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department Information Technology		Date Completed 2/16/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Access Control System Upgrade		Accounting String 300-5117-5641

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0

Cost Savings

					0
					0

Total Revenue/Cost Savings

\$0	\$0	\$0	\$0	\$0	\$0
-----	-----	-----	-----	-----	-----

Net Costs (Cost MINUS Revenue/Cost Savings)
 FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$157,600	\$0	\$157,600
\$0	\$0	\$14	\$0	\$14

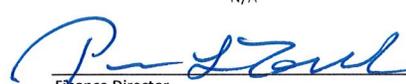
Divisional Reviews Prior to Submission

	Yes/No
Technology Needs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Staffing Needs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Approval to Submit to Finance


6/21/23
 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 6/21/23 Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
 City Manager 6/26/23 Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Information Technology		Date Completed 2/16/2023	
Is this a capital request?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title City Hall AV Upgrade Project		Accounting String 300-5117-5641	

Provide a Detailed Description of the Project
Perform upgrades to the audio and video systems in the commission chambers and meeting areas in City Hall. These include new screens, wireless display technologies, and enhanced audio system. All technologies will be designed to offer flexibility to provide for the various types of meetings and presentations held in the chambers, EOC, and conference rooms.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
The technology in place experiences random but consistent issues, such as audio feedback. The smartboard in EOC has become so limited that presenters prefer to distribute paper copies rather than use the smartboard. Other TVs and displays take time to set up before meetings and do not operate to a professional level. This is the final set of upgrades included in the FY 22-23 AV upgrade plan. This will address the deficiencies in the current system recognized by the approval of upgrades in 2023.

Explain any Recurring Operating Costs

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

Cost Analysis		001 - Operating Fund		300	Totals	
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
23-24	Balance of AV upgrades from 22-23			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 2023-24

Department Information Technology		Date Completed 2/16/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title City Hall AV Upgrade Project		Accounting String 300-5117-5641

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0

Cost Savings

					0
					0

Total Revenue/Cost Savings

\$0	\$0	\$0	\$0	\$0	\$0
-----	-----	-----	-----	-----	-----

Net Costs (Cost MINUS Revenue/Cost Savings)
 FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$50,000	\$0	\$50,000
\$0	\$0	\$4	\$0	\$4

Divisional Reviews Prior to Submission

Technology Needs	Yes/No <input type="checkbox"/> YES <input type="checkbox"/>
Staffing Needs	<input type="checkbox"/> No <input type="checkbox"/>

Approval to Submit to Finance


 Department Head 6/21/23
Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 Finance Director 6/21/23 Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
 City Manager 6/26/23 Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Information Technology	Date Completed 2/16/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Project Title BS&A Web Migration	Number of Residents to be Served by this Project 11,426
Accounting String	300-5117-5641

Provide a Detailed Description of the Project

Perform a migration from the on premises BS&A financial system to the SaaS cloud based version. This includes acquiring the new system, performing data migration, setting up integrations with other systems, and training.

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

Our on-premises BS&A system has served us well, but we have a number of challenges due to the nature of its old style client/server design. While the data is on the server, every module, of which there are 10, needs to be installed locally on every machine. The modules are updated twice monthly. So there are literally dozens of installs every month. When even a subset of those glitch, it causes interruption to the end user, and more IT resources. Also by moving to the cloud, you have all the SaaS advantages of frequent updates, better security, redundancy, collaboration and remote access.

Explain any Recurring Operating Costs

Annual subscription and maintenance fees. Costs associated with the subscription will replace the annual maintenance costs we currently incur.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
23-24	Full Migration, Implementation & Training			75,230		75,230
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$75,230	\$0	\$75,230
Recurring Costs						
24-25	Annual Subscription and Maintenance				26,894	26,894
25-26	Annual Subscription and Maintenance				26,894	26,894
26-27	Annual Subscription and Maintenance				26,894	26,894
						0
						0
	Total Proposed Recurring Costs	\$0	\$0	\$0	\$80,682	\$80,682
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$7	\$7
	Total Costs	\$0	\$0	\$75,230	\$80,682	\$155,912
	Cost per Resident Served	\$0	\$0	\$7	\$7	\$14

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department Information Technology		Date Completed 2/16/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title BS&A Web Migration		Accounting String 300-5117-5641

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0

Cost Savings

4 years of Subscriptin & Maintenance

			52,400.00	52,400
				0

Total Revenue/Cost Savings

	\$0	\$0	\$0	\$52,400	\$52,400
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Net Costs (Cost MINUS Revenue/Cost Savings)

	\$0	\$0	\$75,230	\$28,282	\$103,512
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FY 2022-23 Net Cost per Resident Served

	\$0	\$0	\$7	\$2	\$9
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Divisional Reviews Prior to Submission

Technology Needs Yes No

Staffing Needs Yes No

Approval to Submit to Finance


 Department Head 6/21/23
Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 Finance Director 6/21/23 Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
 City Manager 6/26/23 Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Police - Road Patrol		1/24/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	X		
Project Title		Accounting String	
Vehicles - Pursuit Rated		Capital Replacement Plan & 300-5222-5641.000	

Provide a Detailed Description of the Project

This project will fund the purchase of six (6) 2024 police pursuit rated and/or pursuit rated vehicles (preferably hybrid), with all necessary aftermarket emergency equipment and graphics as prescribed by the Commission for Florida Law Enforcement Accreditation standards, and department policy. A canine vehicle will be one of the six (6) vehicles purchased that will also have an industry standard canine cage and heat monitoring/alert canine safety system. All vehicles come with an extended 5-year/75K mile warranty. This Capital Replacement Plan supported purchase package will replace five (5) police pursuit rated vehicles that will ultimately be determined by department staff and/or our contracted subject matter expert(s) to have reached their useful lifespan based upon a variety of factors to include but not limited to age and model year, mileage, crash history, mechanical condition and general appearance condition. This purchase package includes one police pursuit rated vehicle via the Capital Replacement Plan that was lost during the FY21/22 and FY22/23 budget cycles due to vehicle unavailability and a price increase for vehicles causing the inability for us to finance the purchase of one (1) vehicle. Projected model years to be replaced are 2013 - 2015. All five (5) vehicles are no longer under warranty. This project will also replace WMPD Unit #1610, a 2016 Ford Interceptor (VIN/1FAHP2MKXGG136861) that was involved in a traffic crash July 8, 2022, and declared a "total loss" by our insurance company who provided claim payment to the City in the amount of \$8,767.92. This vehicle was projected to be replaced in FY24/25. The cost per vehicle purchased is estimated to be \$59,950, and the cost for the canine vehicle is estimated at \$65,200. Vehicle makes that will be considered will include but may not be limited to Ford and Chevy, with models considered being a sport utility (SUV) and/or truck.

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

This Capital Replacement Plan purchase package will replace five (5) police pursuit rated vehicles that will ultimately be determined by department staff and/or our contracted subject matter expert(s) to have reached their useful lifespan based upon a variety of factors to include but not limited to age and model year, mileage, crash history, mechanical condition and general appearance condition. Projected model years to be replaced are 2013 - 2015. All five (5) vehicles are no longer under warranty. This project will also replace WMPD Unit #1610, a 2016 Ford Interceptor (VIN/1FAHP2MKXGG136861) that was involved in a traffic crash July 8, 2022, and declared a "total loss" by our insurance company who provided claim payment to the City in the amount of \$8,767.92. These vehicles support our operations function that consists of our uniformed division. It is under the supervision of the Assistant Chief of Police and includes four (4) Road Patrol Sergeants who each supervise a squad totaling eighteen Police Officers. The function of the Operations Bureau is to provide quality law enforcement services and maintain a strong partnership with the community, while providing for a safe environment. The operations sergeants are responsible for the immediate supervision of their respective squad's police officers. Police officers use department assigned vehicles to respond to calls for service, conduct traffic education and enforcement initiatives, seek out criminal activity, initiate arrests and transport prisoners, perform neighborhood patrols amongst many other tasks where vehicles are a necessity. The Operations Bureau also consists of the Community Policing Officer, Canine Unit and Traffic Unit. In order to facilitate the functions of our Operations Bureau, police pursuit rated vehicles are a basic, yet vital, necessity. Revenue comes in the form of auctioning vehicles the City declares for surplus upon receipt of the new vehicles. The previous three (3) year average sale price for our police pursuit rated vehicles is \$3,246 per vehicle. **METRIC: Support approximately 2,000 hours of patrol operations per vehicle (6) equaling 12,000 annual hours.**

Explain any Recurring Operating Costs

Recurring costs include fuel, vehicle maintenance/repair, and car washes. Based on a three year average, fuel cost are estimated to be \$2,060 annually per vehicle. Also, based on a three year average, we can estimate spending \$1,070 per vehicle for maintenance/repair and washes 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		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
FY23/24	Five (5) police pursuit rated vehicles			299,750		299,750
FY23/24	One (1) police pursuit rated veh (K-9) Eliminated			65,200		65,200
FY23/24	Fuel		12,360			12,360
FY23/24	Vehicle Maintenance/Repair & Wash		6,420			6,420
						0
Total Non-Recurring Costs		\$0	\$18,780	\$364,950	\$0	\$383,730
Recurring Costs						
FY24/25	Fuel		12,978			12,978
FY24/25	Vehicle Maintenance/Repair & Wash		6,741			6,741
FY25/26	Fuel		13,627			13,627
FY25/26	Vehicle Maintenance/Repair & Wash		7,078			7,078
FY31/32	Six (6) police pursuit rated vehicles			TBD		0
Total Proposed Recurring Costs		\$0	\$40,424	\$0	\$0	\$40,424
Recurring Cost per Resident Served		\$0	\$4	\$0	\$0	\$4
Total Costs		\$0	\$59,204	\$364,950	\$0	\$424,154
Cost per Resident Served		\$0	\$5	\$32	\$0	\$37

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department Police - Road Patrol		Date Completed 1/24/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Vehicles - Pursuit Rated		Accounting String Capital Replacement Plan & 300-5222-5641.000

Revenue/Cost Savings Opportunities

Additional Revenues

Auction (Avg. Sale Price X 5 Surp. Veh's)		16,230.00		16,230
				0

Cost Savings

				0
				0

Total Revenue/Cost Savings	\$0	\$16,230	\$0	\$0	\$16,230
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Net Costs (Cost MINUS Revenue/Cost Savings)	\$0	\$42,974	\$364,950	\$0	\$407,924
FY 2022-23 Net Cost per Resident Served	\$0	\$4	\$32	\$0	\$36

Divisional Reviews Prior to Submission

Technology Needs Yes No

Staffing Needs Yes No

Approval to Submit to Finance

Department Head

6.15.23
 Date

Gary Blocker
 Chief of Police

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 Finance Director	
6/16/23 Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
 City Manager	
6/26/23 Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Police		1/24/2024	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Police - Unmarked Vehicle		Capital Improvement Plan	

Provide a Detailed Description of the Project

This project will fund the purchase of two (2) 2024 unmarked vehicles (preferably hybrid), with all necessary aftermarket emergency equipment as prescribed by the Commission for Florida Law Enforcement Accreditation standards, and department policy. All vehicles come with an extended 5-year/75K mile warranty. This purchase package will replace two (2) unmarked vehicles that will ultimately be determined by department staff and/or our contracted subject matter expert(s) to have reached their useful lifespan based upon a variety of factors to include but not limited to age and model year, mileage, crash history, mechanical condition and general appearance condition. Projected model years to be replaced are 2015. Both vehicles are no longer under warranty.

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

This purchase package will replace two (2) unmarked vehicles that will ultimately be determined by department staff and/or our contracted subject matter expert(s) to have reached their useful lifespan based upon a variety of factors to include but not limited to age and model year, mileage, crash history, mechanical condition and general appearance condition. Projected model years to be replaced are 2015. Both vehicles are no longer under warranty. These vehicles primarily support our Investigations Bureau that is responsible for criminal investigations associated with property crime, economic crime, violent crime, internet crimes against children and more. Long term narcotics investigations through a Task Force assignment are also a critical part of this bureau. The Investigations Bureau consists of five (5) detectives and one (1) crime intelligence specialist who are supervised by the detective sergeant. In order to facilitate the functions of our Investigations Bureau, unmarked vehicles are a basic, yet vital, necessity. Revenue comes in the form of auctioning vehicles the City declares for surplus upon receipt of the new vehicles. The last unmarked vehicle was auctioned in 2019 that produced a sale price of \$2,888. **METRIC: Support approximately 2,000 hours of investigations operations per vehicle (2) equaling 4,000 annual hours.**

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 \$2,060 annually per vehicle. Also, based on a three year average, we can estimate spending \$1,070 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		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
FY23/24	Two (2) unmarked vehicles			81,600		81,600
FY31/32	Two (2) unmarked vehicles			TBD		0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$81,600	\$0	\$81,600
Recurring Costs						
FY23/24	Fuel		4,120			4,120
FY23/24	Vehicle Maintenance/Repair & Wash		2,140			2,140
FY24/25	Fuel		4,326			4,326
FY24/25	Vehicle Maintenance/Repair & Wash		2,247			2,247
						0
	Total Proposed Recurring Costs	\$0	\$12,833	\$0	\$0	\$12,833
	Recurring Cost per Resident Served	\$0	\$1	\$0	\$0	\$1
	Total Costs	\$0	\$12,833	\$81,600	\$0	\$94,433
	Cost per Resident Served	\$0	\$1	\$7	\$0	\$8

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed					
Police		1/24/2024					
Is this a capital request? <table style="display: inline-table; margin-left: 20px;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number of Residents to be Served by this Project 11,426	
Yes	No						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
Project Title		Accounting String					
Police - Unmarked Vehicle		Capital Improvement Plan					

Revenue/Cost Savings Opportunities

Additional Revenues

Auction (2019 Sale Price X 2 Surp. Veh.)				5,776.00	5,776
					0

Cost Savings

					0
					0

Total Revenue/Cost Savings

\$0	\$0	\$0	\$5,776	\$5,776
-----	-----	-----	---------	---------

Net Costs (Cost MINUS Revenue/Cost Savings)

\$0	\$12,833	\$81,600	(\$5,776)	\$88,657
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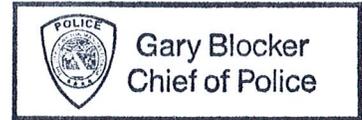
FY 2022-23 Net Cost per Resident Served

\$0	\$1	\$7	(\$1)	\$8
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Divisional Reviews Prior to Submission

Technology Needs Yes No

Staffing Needs Yes No



Approval to Submit to Finance

[Signature] 6/15/23
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
<i>[Signature]</i> <u>6/21/23</u> Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<i>[Signature]</i> <u>6/28/23</u> City Manager Date	

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department	Date Completed
Police	2/2/2023
Is this a capital request? Yes No Number of Residents to be Served by this Project	
<input checked="" type="checkbox"/> <input type="checkbox"/> 11,426	
Project Title	Accounting String
Police Radios	Capital Replacement Plan

Provide a Detailed Description of the Project

This project will fund the purchase of fifty-five (55) police radios that are compatible with the Broward County Regional Communications System. These radios will replace our current Motorola APX6000AN radios that will reach "End of Life" on December 31, 2023. The "Lifecycle Support Notice" indicated "Motorola Solutions will extend support for the legacy radio models (APX6000AN) through December 31, 2023. All products will be supported on a commercially reasonable effort after the end of the support period solely at Motorola's discretion". "End of Life" means our radios are not under warranty, and parts and labor support will be ending in the foreseeable future. These police radios are a basic essential to the public safety function to support the service we provide our community to be dispatched to calls for service, for officers and support personnel to communicate self-initiated activities to the dispatcher and other officers, to support multi-agency operations, to support officer safety, and more. This project will equip thirty-four (34) police officers, five (5) code compliance officers, two (2) police service aides, one (1) front desk position, one (1) crime intelligence specialist (real time information notifications), two (2) police reserve officers, two (2) citizen's on patrol positions and eight (8) spare radios. Spare radios are used to replace broken or malfunctioning radios, to support multi-agency operations when issuing radios to law enforcement personnel who do not have access to the regional communications system (i.e. FBI, FDLE), to provide to support staff for use during special events/operations, to use in replace of one's radio when being serviced by the City of Fort Lauderdale, and more. Each radio package includes but is not limited to wireless/wired microphones, radio and wireless microphone chargers, extended life batteries, antennas, and duty belt clips. We are projected to receive a credit for our current radios in the estimated amount of \$22,000.00.

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

Police radios are a basic essential to the public safety function to support the services we provide our community to be dispatched to calls for service, for officers and support personnel to communicate self-initiated activities to the dispatcher and other officers, to support multi-agency operations, to support officer safety, and more. Our current fleet of Motorola APX6000AN radios were purchased in FY15/16 which means our radios are over seven (7) years old. On average, and over the past seven (7) years, each radio has been used in excess of 17,000 hours in support of our public safety mission. Our radios will reach "End of Life" on December 31, 2023. The "Lifecycle Support Notice" indicated "Motorola Solutions will extend support for the legacy radio models (APX6000 AN) through December 31, 2023. All products will be supported on a commercially reasonable effort after the end of the support period solely at Motorola's discretion". "End of Life" means our radios are not under warranty, and parts and labor support will be ending in the foreseeable future that will subsequently render radios inoperable.

Explain any Recurring Operating Costs

The City of Wilton Manors is under contract with the City of Fort Lauderdale to support the radio tower and technology that supports our radio functionality and connections to the regional communications system. Annual costs associated with this contract are approximately \$13,500. We are also under contract with the City of Fort Lauderdale for radio maintenance services for an estimated annual cost of \$5,000. Service includes but is not limited to managing the radio channel fleet map, radio upgrades, and radio repair.

Alignment to Strategic Plan

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

Cost Analysis

FY	Description	001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
FY24/25	Fifty-five (55) police radios			253,000		253,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$253,000	\$0	\$253,000
Recurring Costs						
FY24/25	CoFtl. Radio System Maintenance Contract		13,550			13,550
FY24/25	CoFtl. Radio Service Contract		5,000			5,000
FY25/26	CoFtl. Radio System Maintenance Contract		13,600			13,600
FY25/26	CoFtl. Radio Service Contract		5,000			5,000
FY31/32	Fifty-five plus (55+) police radios			275,000		275,000
	Total Proposed Recurring Costs	\$0	\$37,150	\$275,000	\$0	\$312,150
	Recurring Cost per Resident Served	\$0	\$3	\$24	\$0	\$27
	Total Costs	\$0	\$37,150	\$528,000	\$0	\$565,150
	Cost per Resident Served	\$0	\$3	\$46	\$0	\$49

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed
Police		2/2/2023
Is this a capital request?	Yes	Number of Residents to be Served by this Project
	No	
	<input checked="" type="checkbox"/> <input type="checkbox"/>	11,426
Project Title		Accounting String
Police Radios		Capital Replacement Plan

Revenue/Cost Savings Opportunities

Additional Revenues

APX6000AN Radio Fleet Trade in Credit

		22,000.00			22,000
					0

Cost Savings

					0
					0

Total Revenue/Cost Savings

	\$0	\$0	\$22,000	\$0	\$22,000

Net Costs (Cost MINUS Revenue/Cost Savings)

	\$0	\$37,150	\$506,000	\$0	\$543,150

FY 2022-23 Net Cost per Resident Served

	\$0	\$3	\$44	\$0	\$48

Divisional Reviews Prior to Submission

Technology Needs

Yes/No
 Yes No

Staffing Needs

Yes No

Approval to Submit to Finance


 Department Head Date
6-15-23

Finance Director Use Only

Pay Back Period

N/A

Internal Rate of Return

N/A

Net Present Value

N/A


 Finance Director Date
6/23/23

City Manager Use Only

Add to Recommended Budget

Yes No


 City Manager Date
6/26/23

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department	Date Completed				
Police	2/24/2023				
Is this a capital request? <table border="1" style="display: inline-table; margin-left: 20px;"> <tr> <td align="center">Yes</td> <td align="center">No</td> </tr> <tr> <td align="center">X</td> <td></td> </tr> </table>	Yes	No	X		Number of Residents to be Served by this Project
Yes	No				
X					
	11,426				
Project Title					
PD Fitness Room and Gym Maintenance	Accounting String 300-5222-5641.000 & 001-5222-5341.000				

Provide a Detailed Description of the Project

The WMPD fitness room and gym requires replacement equipment and maintenance of existing equipment. The WMPD fitness center and gym supports all WMPD employees in their efforts to maintain peak physical condition and to reduce stress to support high quality self-health and wellness. The purchases made to improve or replace this equipment provides a valuable health and wellness benefit to the employee and the city. This project will support annual maintenance to keep equipment working properly and to avoid damage, and possible injury to employees using this equipment. New equipment will be purchased to include a new cardio vascular StairMaster Stepmill (\$5,000) and a new set of rubber coated dumbbell weights with rack (\$1,700). We will repurpose or auction off an Elliptical machine that is currently part of our gym, and is not used. Recurring costs consist of maintenance for existing equipment that will include an annual assessment of equipment followed by the tuning, lubrication and replacement of pulleys, wheels, belts, etc. with the contract estimated at \$1,000 annually.

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

The equipment in this fitness center and gym requires periodic maintenance to keep it working properly and to avoid damage, and possible injury to employees using this equipment. Our gym is accessible to all WMPD employees who are encouraged to use this facility to support adequate self-health and wellness. This gym is home to over fifteen (15) employees (29%) on average during any given year, and our members have identified the requested equipment to be purchased to support their health and wellness efforts. Our gym is used an estimated 1,460 hours annually, and this purchase will support the health and wellness efforts of our sworn and civilian staff. **METRIC: Support a minimum of 1,460 hours of health and wellness training of police department sworn and civilian staff.**

Explain any Recurring Operating Costs

Recurring costs consist of maintenance for existing equipment that will include an annual assessment of equipment followed by the tuning, lubrication and replacement of pulleys, wheels, belts, etc. with the contract estimated at \$1,000 annually.

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		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
FY23/24	Stairmaster Step Mill			5,000		5,000
FY23/24	Rubber Coated Weights and Rack			1,700		1,700
FY23/24	Gym Equipment Maintenance Contract		1,000			1,000
						0
						0
	Total Non-Recurring Costs	\$0	\$1,000	\$6,700	\$0	\$7,700
Recurring Costs						
FY24/25	Gym Equipment Maintenance Contract		1,000			1,000
FY25/26	Gym Equipment Maintenance Contract		1,000			1,000
FY26/27	Gym Equipment Maintenance Contract		1,000			1,000
FY27/28	Gym Equipment Maintenance Contract		1,000			1,000
FY28/29	Gym Equipment Maintenance Contract		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	\$6,700	\$0	\$12,700
	Cost per Resident Served	\$0	\$1	\$1	\$0	\$1

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department Police		Date Completed 2/24/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title PD Fitness Room and Gym Maintenance		Accounting String 300-5222-5641.000 & 001-5222-5341.000

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	\$6,700	\$0	\$12,700
FY 2023-24 Net Cost per Resident Served	\$0	\$1	\$1	\$0	\$1

Divisional Reviews Prior to Submission

Technology Needs Yes No

Staffing Needs Yes No

Approval to Submit to Finance

Gary Blocker
 Chief of Police
 6.15.23
 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	6/21/23 Date

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <input checked="" type="checkbox"/>
 City Manager	6/26/23 Date

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
Police - Code Compliance Unit		1/24/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	X		
Project Title		Accounting String	
iPads - Mobile Data Reporting		300-5117-5641.001	

Provide a Detailed Description of the Project

Code Compliance Officers are currently assigned laptops at an estimated cost of \$2,600.00 each to support code compliance duties in the field. This project looks to eliminate the need for laptops replacing them with iPads (\$730.00 ea.) that will improve the versatility and efficiency of our code officers, and code compliance process. These 256G - 9th Generation iPads are 10.2" that come with a smart keyboard and apple pencil to support code investigations and the reporting thereof, and is compatible with our need to access our web-based CitizenServe code compliance reporting system to author reports, courtesy notices, notices of violation, upload photographs, and more. The iPads will provide the ability for code officers to take investigative photographs in most instances, and immediately upload them from the iPad into the CitizenServe digital case file. Also to be purchased are chargers with USB-C and USB ports (\$33.00 ea.) and protective cases (\$60.00 ea.). Each iPad will come with one year of hardware repair coverage through its limited warranty and up to 90 days of complimentary technical support. AppleCare+ has been added for the first two (2) years, and this extends our iPad, Apple Pencil, and Apple-branded iPad keyboard coverage and includes unlimited incidents of accidental damage protection. Each incident is subject to a service fee of \$49 for iPad and \$29 for Apple Pencil or Apple-branded iPad keyboard. When coupled with bluetooth supported in-car printers, this project enables code officers to remain in the field instead of having to return to the police station to print notices to be posted at a property, or delivered to a person.

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

The benefits derived from this project supports a cost savings for mobile data reporting solution hardware for code officers by an estimated 68%, or \$8,885.00 when comparing the cost of laptops we currently use, versus the iPad solution. With 1,097 courtesy notices and notices of violation issued in 2022, officers currently travel back to the police station to print notices for every 7 - 10 cases initiated for an estimated 152 trips taking approximately sixty (60) minutes to process and print notices. This additional 152 hours is now eliminated when coupling our iPads with bluetooth supported in-car printers as we will enable code officers to print notices in their vehicles to post at the property, or issue to a person, while still on scene. iPads also enable investigative photographs to be taken and uploaded directly into the CitizenServe case file with the code officer opening a case using the iPad, enabling the camera feature, and taking photos that will immediately attach to the case file on the web. This replaces our current process of using a camera to photograph a scene, and then having to manually upload the photographs onto the laptop/desktop and then into the CitizenServe case file. These 9th Generation iPads also have a voice to text feature which will allow code officers to 'speak' investigative findings into their case file if preferred, in lieu of typing. A standard case takes an estimated 45 - 60 minutes from identifying a violation to posting a notice, and having this 'all in one' iPad + in-car printer package will reduce the time taken to generate and cite a case 33%-50% supporting a more efficient code compliance process to better serve our community. **METRIC: Increase "Code Activities" and "Code Cases" by 20% or more.**

Explain any Recurring Operating Costs

These iPads require cellular connection to access our web-based CitizenServe code compliance reporting system to facilitate our code compliance processes as described above. The web will also need to be accessed for information sources such as the Broward County Property Appraiser's website, real estate websites and more. These recurring costs are calculated at \$37.00 per month x 12 months x 5 iPads = \$2,200.00 annually. These iPad packages have a life expectancy of five (5) years, and projected replacement will be in FY28/29 at an estimated cost of \$4,000.00.

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 4. Assess and Adapt to the Changing Needs of Residents. 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		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
FY23/24	iPads w/ Applecare+ x 5 Code Officers			3,650		3,650
FY23/24	iPad Chargers (\$33.00 x 5 iPads)			165		165
FY23/24	Protective iPad Case (\$60.00 x 5 iPads)			300		300
FY28/29	iPads Complete Package x 5 Code Officers			4,000		4,000
						0
	Total Non-Recurring Costs	\$0	\$0	\$8,115	\$0	\$8,115
Recurring Costs						
FY23/24	Cell Service (\$37 mo. X 12 mos. X 5 iPads)		2,220			2,220
FY24/25	Cell Service (\$37 mo. X 12 mos. X 5 iPads)		2,220			2,220
FY25/26	Cell Service (\$37 mo. X 12 mos. X 5 iPads)		2,220			2,220
FY26/27	Cell Service (\$37 mo. X 12 mos. X 5 iPads)		2,220			2,220
FY27/28	Cell Service (\$37 mo. X 12 mos. X 5 iPads)		2,220			2,220
						0
	Total Proposed Recurring Costs	\$0	\$11,100	\$0	\$0	\$11,100
	Recurring Cost per Resident Served	\$0	\$1	\$0	\$0	\$1
	Total Costs	\$0	\$11,100	\$8,115	\$0	\$19,215
	Cost per Resident Served	\$0	\$1	\$1	\$0	\$2

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Police - Code Compliance Unit		Date Completed 1/24/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title iPads - Mobile Data Reporting		Accounting String 300-5117-5641.001

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0

Cost Savings

Transition from Laptops to iPads		8,885.00			8,885
					0

Total Revenue/Cost Savings

	\$0	\$0	\$8,885	\$0	\$8,885
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Net Costs (Cost MINUS Revenue/Cost Savings)

	\$0	\$11,100	(\$770)	\$0	\$10,330
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FY 2022-23 Net Cost per Resident Served

	\$0	\$1	\$0	\$0	\$1
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Divisional Reviews Prior to Submission

Technology Needs

Yes/No
Yes

Staffing Needs

No

Approval to Submit to Finance

Gary Blocker
Chief of Police
 Department Head 6/15/23
 Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
6/14/23 Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6/26/23 City Manager Date	

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed	
Police		2/23/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	X		
Project Title		Accounting String	
Kitchen Refrigerator Replacement - 1st Floor		300-5222-5641.000	

Provide a Detailed Description of the Project

The 15 cubic foot Electrolux refrigerator (Model #BA92829182) in the downstairs kitchen has been in use since January 2010, and was manufactured in 2009. This appliance is our most heavily used of our two (2) units by police staff and officers to store food, drinks, condiments and more on a daily basis. This project would allow for the purchase of a new ENERGY-STAR certified refrigerator 22 cubic feet or more that research tells us is 29% - 32% more efficient than our current unit.

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

The 15 cubic foot Electrolux refrigerator (Model #BA92829182) in the downstairs kitchen has been in use since January 2010, and was manufactured in 2009. This appliance is our most heavily used of our two (2) units by police civilian and sworn staff to store food, drinks, condiments and more. In addition, this refrigerator is used to store large amounts of food several times a year when we host special events. Over the past year, staff has consistently indicated their food and drinks were not being cooled to traditional temperatures of 40 degrees or below. This project would allow for the purchase of a new 22 cubic feet or more ENERGY-STAR certified refrigerator funding the replacement of our current 13+ year old refrigerator with a larger and more useful appliance that meets the current needs of the police department. The purchase of a new ENERGY STAR-certified refrigerator will offer higher performance and improved insulation that will keep food colder and use less energy to operate efficiently. Research tells us this purchase will support a refrigerator that is 29% - 32% more efficient than our current unit. This purchase will also ensure employees' food and drinks stay fresh, cool, and well-preserved. **METRIC: Purchase and use a refrigerator that is 29% or more efficient.**

Explain any Recurring Operating Costs

There are no expected recurring costs.

Alignment to Strategic Plan

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

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
FY23/24	Refrigerator - 22+ cubic feet			1,200		1,200
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$1,200	\$0	\$1,200
Recurring Costs						
						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	\$1,200	\$0	\$1,200
	Cost per Resident Served	\$0	\$0	\$0	\$0	\$0

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed
Police		2/23/2023
Is this a capital request?	Yes	Number of Residents to be Served by this Project
	No	
	X	11,426
Project Title		Accounting String
Kitchen Refrigerator Replacement - 1st Floor		300-5222-5641.000

Revenue/Cost Savings Opportunities

Additional Revenues

					0
					0

Cost Savings

					0
					0

Total Revenue/Cost Savings

\$0					\$0
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Net Costs (Cost MINUS Revenue/Cost Savings)
 FY 2022-23 Net Cost per Resident Served

\$0					\$1,200
\$0					\$0

Divisional Reviews Prior to Submission

Technology Needs Yes No

Staffing Needs Yes No

Approval to Submit to Finance

Gary Blocker
 Chief of Police
 Date: 6/15/23

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 Finance Director Date: 6/21/23	

City Manager Use Only

Add to Recommended Budget	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 City Manager Date: 6/26/23		

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
Police - Code Compliance		1/24/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Mobile Printers - Code Compliance Unit		300-5117-5641.001	

Provide a Detailed Description of the Project

This project will see mobile printers installed in our four (4) code compliance unit vehicles, and it will enable our Code Officers to issue courtesy notices and notices of violation to the property in violation in a timely manner without having the need to travel back to the police station to print the notices. Officers issue over 1,050 notices each year, and these devices will support the quick posting of notices in alliance with the "proper notice" standards set by Florida State Statute 162.

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

The benefits of mobile printers for Code Officers will be greatly effective in time management. Having a mobile printer will provide our Code Officers an estimation of 40% more time to focus on more cases. A standard case takes approximately 30 minutes from start to finish, having to leave the property in violation to come into the office to print out the notice takes about 20 minutes provided there are no interruptions during that time. Having that extra 20 minutes throughout the day is extremely valuable to our Code Unit.
METRIC: Increase "Code Activities" and "Code Cases" by 20% or more.

Explain any Recurring Operating Costs

Mobile printers have a projected life span of four (4) years, and FY27/28 replacement costs are projected with a 20% Consumer Price Index (CPI) increase that equates to \$3,240. Estimates see the need for ink cartridges once per month per device equalling a cost of \$2,400 in FY23/24 with a 5% CPI increase every year thereafter. FY23/24 costs for paper are incurred at 6,500 sheets per year at an annual cost of \$80 with a 5% CPI increase every year thereafter.

Alignment to Strategic Plan

Goal C. 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

Cost Analysis

FY	Description	001 - Operating Fund		300 Capital Funds	Other Funds	Totals
		Salaries/Benefits	Other			
Non-Recurring Costs						
FY23/24	Mobile Printers x 4 vehicles		2,700			2,700
FY23/24	Ink Cartridges x 4 printers X 12 months		2,400			2,400
FY23/24	Paper - 6,500 sheets		75			75
						0
						0
	Total Non-Recurring Costs	\$0	\$5,175	\$0	\$0	\$5,175
Recurring Costs						
FY24/25	Ink Cartridges x 4 printers X 12 months		2,520			2,520
FY24/25	Paper - 6,500 sheets		80			80
FY25/26	Ink Cartridges x 4 printers X 12 months		2,646			2,646
FY25/26	Paper - 6,500 sheets		84			84
FY26/27	Ink Cartridges x 4 printers x 12 months		2,778			2,778
FY26/27	Paper - 6,500 sheets		88			88
FY27/28	Mobile Printers x 4 vehicles		3,240			3,240
	Total Proposed Recurring Costs	\$0	\$11,436	\$0	\$0	\$11,436
	Recurring Cost per Resident Served	\$0	\$1	\$0	\$0	\$1
	Total Costs	\$0	\$16,611	\$0	\$0	\$16,611
	Cost per Resident Served	\$0	\$1	\$0	\$0	\$1

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Police - Code Compliance		Date Completed 1/24/2023				
Is this a capital request? <table style="display: inline-table; margin-left: 20px;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number of Residents to be Served by this Project 11,426	
Yes	No					
<input checked="" type="checkbox"/>	<input type="checkbox"/>					
Project Title Mobile Printers - Code Compliance Unit		Accounting String 300-5117-5641.001				

Revenue/Cost Savings Opportunities

Additional Revenues					
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
Cost Savings					
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
Total Revenue/Cost Savings	\$0	\$0	\$0	\$0	\$0
Net Costs (Cost MINUS Revenue/Cost Savings)	\$0	\$16,611	\$0	\$0	\$16,611
FY 2022-23 Net Cost per Resident Served	\$0	\$1	\$0	\$0	\$1

Divisional Reviews Prior to Submission

Technology Needs Yes/No

Staffing Needs No

Approval to Submit to Finance

Gary Blocker
 Chief of Police
 Date: 6/15/23

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
Finance Director Date: 6/21/23	

City Manager Use Only

Add to Recommended Budget	Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
City Manager Date: 6/26/23		

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
Police		2/20/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	X		
Project Title		Accounting String	
Refrigerated Evidence Locker Replacement		300-5222-5641.000	

Provide a Detailed Description of the Project

Funding is needed to replace the current temporary evidence refrigerator unit which is no longer functioning. The current unit is a secure "pass-through" locker which is built into our evidence locker system installed during the 2009 construction of the new Wilton Manors City Hall and Police Station.



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

Evidence handling and storage is a critical component to ensure criminal investigations, cases and prosecutions are supported in the correct, industry standard manner. The mishandling of evidence, or the improper storing thereof, may cause the loss of vital evidence to convict criminals, or exonerate the innocent. Once evidence is collected from a subject, or crime scene, biological evidence such as urine and blood must be secured and refrigerated until it is transferred to the appropriate lab or medical examiner for testing. The temporary refrigerator "locker" serves multiple purposes: allows for documentation of chain of custody by securing biological evidence once submitted to the Evidence Unit; maintains a constant required storage temperature between 38 to 42 degrees until an evidence technician arrives to process it and introduce into permanent storage; equipped with an audible digital alarm system that monitors and warns users of temperature fluctuations and deficiencies.

Three (3) Commission for Florida Law Enforcement (CFLA) standards contain written directives for the collection, preservation, and processing of physical evidence:

1. Preservation and timely delivery of blood and other perishable evidence to the laboratory or refrigerated storage;
2. Storage and submission of evidence in a secure, environmentally safe manner (collected in sexual offense investigations);
3. Secure temporary storage areas for all types of evidence

The purchase of this evidence refrigerator will support compliance with CFLA standards, it will support convicting the guilty and exonerating the innocent, and will eliminate the need to call out an evidence technician for after hour evidence submission to take custody of evidence for storage inside the secure evidence vault refrigerator. The department's 5-year average for refrigerated evidence submissions is five (5), with the highest being thirteen (13) in 2018, and zero (0) in 2021. **METRIC: Support the proper/required handling and storage of approximately five (5) or more pieces of evidence on an annual basis that requires refrigeration.**

Explain any Recurring Operating Costs

There are no projected recurring costs.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability. Objective 2. Support Proactive Public Safety. Goal D. Cultivate Efficient and High Performing Government. Objective 1. Identify Operational Efficiencies and Improvements for City Departments and Programs.

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
FY23/24	Evidence Refrigerator			12,900		12,900
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$12,900	\$0	\$12,900
Recurring Costs						
FY31/32	Evidence Refrigerator - Replacement			14,000		14,000
						0
						0
						0
	Total Proposed Recurring Costs	\$0	\$0	\$14,000	\$0	\$14,000
	Recurring Cost per Resident Served	\$0	\$0	\$1	\$0	\$1
	Total Costs	\$0	\$0	\$26,900	\$0	\$26,900
	Cost per Resident Served	\$0	\$0	\$2	\$0	\$2

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department	Date Completed				
Police	1/24/2023				
Is this a capital request?	<table border="1" style="margin-left:auto; margin-right:auto;"> <tr> <td align="center">Yes</td> <td align="center">No</td> </tr> <tr> <td align="center">X</td> <td></td> </tr> </table>	Yes	No	X	
	Yes	No			
X					
	Number of Residents to be Served by this Project 11,426				
Project Title	Accounting String				
Solar Stop Signs - Traffic Safety	300-5222-5521.000				

Provide a Detailed Description of the Project

This project would see the purchase of thirty (30) - 36" solar powered LED lighted "STOP" signs, and poles for deployment at preferred intersections. Traffic safety is a priority for our department, and we endeavor to utilize innovative techniques to influence driver's voluntary compliance with Florida's traffic laws. Solar technology introduced itself to the traffic safety field in the form of solar LED lighted "STOP" signs to bring enhanced attention to these traffic control devices that require drivers to stop. The number of LED's on each sign range from 16 to 30 depending on the model acquired. This traffic safety initiative will supplement the education and enforcement efforts of our personnel, and other stagnant options such as decoy vehicles, to enhance traffic safety at the preferred locations as directed by the Kimley-Horn Traffic Calming Study, locations of concern as expressed by community members and neighborhood associations, and the WMPD. **Prospective locations as recommended by Kimley-Horn Traffic Calming Study - Westside Neighborhood, community concerns, neighborhood associations and WMPD:** NW 25 Street & 5 Avenue (4), NW 29 Street & 3 Avenue (2) and NW 29 Street & 7 Avenue (2). **Prospective locations supported by Kimley-Horn Traffic Calming Study - Westside Neighborhood, community concerns, neighborhood associations and WMPD:** NW 24 Street & 3 Avenue (2), NW 25 Street & 3 Avenue (2), and NW 25 Street & 6 Avenue (2). **Prospective locations supported by community concerns, neighborhood associations and the WMPD:** NE 20 Street & 7 Avenue (4), NE 20 Street & 21 Court (3), NE 21 Court & 3 Avenue (2), NE 21 Court & 1 Avenue (2), NE 16 Avenue & 27 Street (2), NE 24 Street & 16 Avenue (3). **PRIMARY METRIC:** Increase "STOP" sign compliance by 28%.

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

In 2022, Kimley-Horn conducted the Traffic Calming Study - Westside Neighborhood that identified areas where cut through traffic was prevalent. The WMPD believes due to this a greater probability of speeding, and disregarding Florida's "STOP" sign law exists. Members of the community to include our neighborhood associations have continuously expressed concerns regarding acts of aggressive driving, and driver's failure to stop when mandated by "STOP" signs. The WMPD has responded through Public Service Announcements, education and enforcement efforts, staging decoy vehicles as a deterrent, and more. This traffic safety initiative will supplement these efforts to enhance traffic safety in the chosen areas. **EFFECTIVENESS:** A study by the Texas Transportation Institute evaluated the effectiveness of LEDs embedded in stop signs and found a 28.9% decrease in the number of vehicles that failed to stop fully, and a 52.9 percent decrease in vehicles that did not slow significantly through the intersection (Gates et al. 2004). A study by the Virginia Tech Research Council also evaluated LEDs embedded in stop signs and found a 2.7 miles per hour (mph) decrease in vehicle approach speeds with greater decrease at night than during the day (Arnold and Lantz 2007). A study conducted for the Minnesota Local Road Research Board (2014) included a cross sectional analysis of locations with flashing LED stop signs and locations without flashing LEDs. They reported a 42% decrease in right-angle crashes after LEDs were installed. In addition, they reported that drivers were significantly more likely to stop fully after installation of the LED's when opposing traffic was present. Source: <https://ctr.e.iastate.edu/research-synthesis/intersections/stop-signs/leds/>. **GRANT RESEARCH:** This project will be provided to our Capital Projects and Grants Administrator requesting a search for available funding.

Explain any Recurring Operating Costs

The life expectancy for this product: Stop Sign: 10 years, LED's: 10 years, Solar Panel: 25 - 30 years, Rechargeable Batteries: 3 - 5 years.

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; (3) Enhance Internal and External Communication.

Cost Analysis

FY	Description	001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
FY23/24	36" solar stop signs w/ pole (Qty. 30)			15,000		15,000
	Quantity reduced to 10 for pilot per CM					0
	6/7/2023					0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$15,000	\$0	\$15,000
Recurring Costs						
FY26/27	Replacement batteries		7,500			7,500
FY29/30	Replacement batteries (Est. +5% annually)		8,625			8,625
						0
						0
						0
	Total Proposed Recurring Costs	\$0	\$16,125	\$0	\$0	\$16,125
	Recurring Cost per Resident Served	\$0	\$1	\$0	\$0	\$1
	Total Costs	\$0	\$16,125	\$15,000	\$0	\$31,125
	Cost per Resident Served	\$0	\$1	\$1	\$0	\$3

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Police	Date Completed 1/24/2023				
Is this a capital request?	<table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Yes	No				
<input checked="" type="checkbox"/>	<input type="checkbox"/>				
	Number of Residents to be Served by this Project 11,426				
Project Title Solar Stop Signs - Traffic Safety	Accounting String 300-5222-5521.000				

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	\$16,125	\$15,000	\$0	\$31,125
-----	----------	----------	-----	----------

FY 2022-23 Net Cost per Resident Served

\$0	\$1	\$1	\$0	\$3
-----	-----	-----	-----	-----

Divisional Reviews Prior to Submission

Technology Needs Yes/No
 No

Staffing Needs No

Approval to Submit to Finance

Gary Blocker
 Chief of Police
 Department Head Date 6.15.23

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 Finance Director	6/14/23 Date

City Manager Use Only

Add to Recommended Budget	<table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Yes	No				
<input checked="" type="checkbox"/>	<input type="checkbox"/>				
 City Manager	6/26/23 Date				

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
Police		1/24/2023	
Is this a capital request?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project
			11,426
Project Title		Accounting String	
Community Engagement Initiatives - Vehicle Wraps		300-5222-5641.000	

Provide a Detailed Description of the Project

This project will fund the purchase of three (3) vehicle wraps to replace our two (2) current wraps that have reached their end of life, and also adding one (1) to our fleet. Vehicle wraps are an innovative tool to promote public safety initiatives, disseminate important messaging, increase interaction with the community, and gain community support. This project will enable our agency to replace our deteriorated "LGBTQ+ Pride" wrap with a new one to reflect current day graphics, and meet modern day messaging preferences. We will also replace our deteriorated "Impaired Driving" wrap, and add one (1). Prospective focus points for these two (2) wraps include but are not limited to recruitment, impaired driving prevention, traffic safety, and community health and wellness (i.e. breast cancer awareness). Research has shown vehicle wraps can generate 30,000+ impressions daily per wrapped vehicle depending on the route, or the location staged. Studies also show 98% of Americans indicated they notice media targeting vehicle drivers and passengers, and fleet vehicle advertising boosts name recognition 15x greater than other advertising media. The average vehicle driven 15,000 miles per year will pass in front of 9 million other vehicles. Source: <https://bigpicturegraphics.com/car-advertising-statistics/>. The American Trucking Association (ATA) ranks mobile media fleet wraps the most influential and cost-effective advertising medium for businesses today. They also found truck trailer fleet wraps capture an estimated 10 million impressions every year. Source: <https://www.speedpro.com/blog/fleet-wraps-low-cpm/>.

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

Law Enforcement agencies throughout the Nation, and Florida, utilize custom vehicle wraps as an extension of their messaging initiatives. These vehicle wraps often feature unique designs and messaging that promotes everything from LGBTQ+ community pride, recruitment, traffic safety, police-community relations all the way to highlighting an agency's support for specific initiatives year round. Department vehicles with unique vehicle wraps are a great way to engage the public as initiatives may be promoted proactively while on patrol, during parades, during special events, or even staged at specific locations. The vehicle wraps currently in our fleet (LGBTQ+ Pride wrap and Impaired Driving Prevention wrap) are on 2013 Ford Interceptors that are at end of life, and need to be surplusd.

Explain any Recurring Operating Costs

The life expectancy for wraps is approximately 3 years, and we project the need to finance the replacement of these wraps during FY26/27, and again in FY 29/30.

Alignment to Strategic Plan

Goal D. Cultivate Efficient and High Performing Government (3) Enhance Internal and External Communication

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
FY23/24	Vehicle wraps (3) & installation Reduced to 2			9,000		9,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$9,000	\$0	\$9,000
Recurring Costs						
FY26/27	Replacement wraps (3) & installation			10,000		10,000
FY29/30	Replacement wraps (3) & installation			11,000		11,000
						0
						0
						0
	Total Proposed Recurring Costs	\$0	\$0	\$21,000	\$0	\$21,000
	Recurring Cost per Resident Served	\$0	\$0	\$2	\$0	\$2
	Total Costs	\$0	\$0	\$30,000	\$0	\$30,000
	Cost per Resident Served	\$0	\$0	\$3	\$0	\$3

\$6,000

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Police		Date Completed 1/24/2023	
Is this a capital request?		Yes No	Number of Residents to be Served by this Project
<input checked="" type="checkbox"/>		<input type="checkbox"/>	11,426
Project Title Community Engagement Initiatives - Vehicle Wraps		Accounting String	300-5222-5641.000

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	\$30,000	\$0	\$30,000
-----	-----	----------	-----	----------

FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$3	\$0	\$3
-----	-----	-----	-----	-----

Divisional Reviews Prior to Submission

Technology Needs Yes No

Staffing Needs Yes No

Approval to Submit to Finance

Gary Blocker
 Chief of Police

6/15/23

Department Head Date

Finance Director Use Only

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

6/21/23

Finance Director Date

City Manager Use Only

Add to Recommended Budget Yes No

6/26/23

City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department	Date Completed				
Police - Public Safety Technology	1/24/2023				
Is this a capital request?	Number of Residents to be Served by this Project				
<table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11,426
Yes	No				
<input checked="" type="checkbox"/>	<input type="checkbox"/>				
Project Title					
Real Time Video Surveillance Solutions	Accounting String 300-5117-5641.000				

Provide a Detailed Description of the Project

PROJECT OVERVIEW: In 2017, our City hired Burns & McDonnell consulting firm to conduct a City Commission supported Security Risk Assessment of City identified facilities and assets. This assessment consisted of, but was not limited to, City facility site visits/inspections and employee interviews. Following their assessment, Burns & McDonnell authored a "Summary of Findings" notating "The City has disparate camera surveillance program with multiple camera systems and monitoring software installed at various locations around the City. Most of these systems are not actively monitored and not brought back to a central location" (p. 2-3). Their "Summary of Recommendations" on page 2-3 steered us to "Develop security surveillance standards which includes centralized monitoring for City owned surveillance cameras. Upgrade existing surveillance systems to the new standard and install new surveillance systems in areas that have limited or no surveillance." Step 3 on page 9-5 of Burns & McDonnell's Security Improvement Road Map recommends "the City install an enterprise-wide security surveillance system to assist with mitigating undesired activity at parks and other facilities. The system should be installed in areas with the highest concentration of security related incidents (for example, Colohatchee Park) and in coordination with the verification that sufficient high capacity network bandwidth is available to support location. New equipment in the upgraded system should be installed and supported by a single vendor who should also be accountable for maintaining the consistency of installation standards and programming. A conceptual layout of locations that Burns & McDonnell believed should be provided with camera coverage is illustrated in Appendix A - Video Surveillance Strategy." City facilities recommended for video surveillance systems by Burns & McDonnell were City Hall - Police Station, Colohatchee Park, Don Eisele Park, Fire Station 16, Hagen Park, Master Lift Station (1501 NE 26 Drive), Richardson Historic Park & Nature Preserve, Snook Creek Boat Ramp and Utilities-Public Services. Island City Park Preserve was a recommended facility, and this project was completed in 2018. This project continues our implementation of the recommendations of this Security Risk Assessment that steered us to enhance security at City facilities, and it aligns with our vision to grow and enhance our public safety technologies to support Real Time Information (RTI) capturing abilities to justify staffing positions at the Broward County Sheriff's Office Real Time Crime Center that will enhance our ability to deter, detect, apprehend, and investigate criminal activity. Additionally, upgrading and adding cameras at City facilities will enable the capturing of activities within camera view providing an opportunity for The City to mitigate liabilities in instances where one levies an ill-intended or fraudulent complaint alleging negligence by The City. **PROJECT MANAGER:** This public safety technology project will see an external "Project Manager" assigned as a subject matter expert who will ultimately have oversight by, and consultation with, City staff to ensure this project aligns with the Burns & McDonnell Security Risk Assessment, and City preferences. This individual is expected to be retained through the City's procurement process and/or be a member of an external company charged with completing this entire project. **CITY HALL - POLICE STATION:** In January 2010, our City opened it's doors to our new City Hall - Police Station that also saw a Honeywell video surveillance security system implemented. This legacy analog system is no longer supported, and 73% of this 48 camera system, or 35 cameras, is inoperable including one (1) of two (2) servers. For the past five (5) years and on several occasions cameras in high liability areas of our police station such as our evidence room, holding cells and sallyport have shut down causing our Information Technology Department (IT) to down an operable camera line, and use it to reactivate cameras in these critical areas. The resolution of the current cameras is outdated, and over the years criminal cases or incidents of concern captured by our cameras failed to yield clear images of persons of interest, and incidents under review. This project looks to replace our current video surveillance system with a modern day video system in alliance with the below mentioned Burns & McDonnell Security Improvement Road Map recommendations, and expand the system to cover unmonitored areas of importance, and the City Hall - Police Station parking lot. This project supports our mission to deter, detect, apprehend, and investigate criminal activity, and it will also support future justification to staff positions at the Broward County Sheriff's Office Real Time Crime Center to enhance our level of response using Real Time Information (RTI). **Metric: 27% of 100% of City facilities that were recommended for video surveillance systems by Burns & McDonnell will be achieved.** **COLOHATCHEE PARK:** This park, located at 1975 NE 15 Avenue, is a 8.5 acre community park, which includes 7 acres of mangrove preserve. This mangrove preserve offers nature enthusiasts a great view of a variety of species of mangroves and the animals that live in this natural habitat. An elevated walkway takes you through the wetland areas of the Middle River and leads to the back of the park. Located in the back of the park are restrooms, a dog play area, asphalt walking trail, outdoor fitness zone and a pavilion with picnic tables. CY/2022 saw an estimated 18,500 people visit this park, and currently there are 416 citizens who possess dog park permits. CY/2022 saw no rentals at this facility. This park has become a popular venue to many, but also a share of concern to several related to illicit activity. The Wilton Manors Police Department three year average ('20-'22) calls for service to this park is ninety-one (91), with 8 of these calls over this time span being lower level crimes, and 3 being felonies. Unfortunately, this park has long been the location for illicit activities that negatively impact the "Quality of Life" for law abiding citizens who visit this location. This project looks to install a video surveillance system in alliance with the below mentioned Burns & McDonnell Security Improvement Road Map recommendations. This project supports our mission to deter, detect, apprehend, and investigate criminal activity, and it will also support future justification to staff positions at the Broward County Sheriff's Office Real Time Crime Center to enhance our level of response using Real Time Information (RTI). **Metric: 36% of 100% of City facilities that were recommended for video surveillance systems by Burns & McDonnell will be achieved.** **ARTS & ENTERTAINMENT DISTRICT:** This district is our lively epicenter of dining, shopping, entertainment and art that has something for everyone along this .85 mile stretch of road. Approximately one-hundred ten (110) businesses are located on Wilton Drive that includes retail shops, restaurants and nightclubs. Popularity for our A & E District continues to increase, and it is estimated more than 5,000 people visit Wilton Drive on weekend evenings and nights. This stretch of road is host to two (2) signature special events. Stonewall Pride Parade and Street Festival and Wicked Manors Halloween Festival. Both events host crowds of 35,000 - 50,000, and security for these mass gatherings is at a premium. The Wilton Manors Police Department three year average ('20-'22) for calls for service to the A & E District is two thousand one hundred fifty-two (2,152), with 702 of these calls over this time span being misdemeanors, 170 being felonies, and 213 being traffic crashes. Calls for service to this district have increased 31% (1,904 v. 2,489) when comparing 2015 v. 2022. Our A & E District hosts a diverse range of community members with a large portion being our LGBTQ+ friends. On June 12, 2016, 49 people were killed and 53 more were wounded in a mass shooting at the LGBTQ+ friendly Pulse Nightclub in Orlando, Florida. On November 19, 2022, 5 people were killed and 25 were injured in a mass shooting at Club Q in Colorado Springs, Colorado. This too was an LGBTQ+ friendly nightclub. Although the circumstances articulated above focus on Wilton Manors and events involving our LGBTQ+ friends and allies, crime and violence toward mass gatherings, inside nightclubs and places of worship, or at any other spot can occur anywhere at anytime. This project looks to install a video surveillance system along Wilton Drive in our A & E District to supplement the below mentioned Burns & McDonnell Security Improvement Road Map recommendations. This project supports our mission to deter, detect, apprehend, and investigate criminal activity, and it will also support future justification to staff positions at the Broward County Sheriff's Office Real Time Crime Center to enhance our level of response using Real Time Information (RTI). **Metric: 42% of 100% of City facilities that were recommended for video surveillance systems by Burns & McDonnell will be achieved, plus the addition of this supplemental priority project.** **FUTURE YEARS:** Future years will see public safety technologies installed at Burns & McDonnell supported locations, and other areas as approved by The City, until all recommended facilities are equipped with this technology. **PROJECT ENDORSEMENTS:** This budget request has been endorsed by the following City Leaders: Director Dio Sanchez (Security Coordinator), Leisure Services Director Michelle Parks and Information Technology Manager John Anderson.

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Police - Public Safety Technology		Date Completed 1/24/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Real Time Video Surveillance Solutions		Accounting String 300-5117-5641.000

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	\$0	\$0	\$9	\$0	\$9

Divisional Reviews Prior to Submission

	Yes/No
Technology Needs	<input checked="" type="checkbox"/> Yes
Staffing Needs	<input type="checkbox"/> No

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

	Yes No
Add to Recommended Budget	<input checked="" type="checkbox"/> <input type="checkbox"/>
City Manager	Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

2023

Department Community Development Services		Date Completed 	
Is this a capital request?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Vehicle for CDS / Zoning Inspections		Accounting String 300-5224-5641.000	

Provide a Detailed Description of the Project

Purchase of a vehicle for Community Development Services Department to conduct Zoning inspections.

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

Zoning inspections are conducted by either the City Planner or the Community Development Services Director and a City vehicle is needed to conduct these inspections.

Explain any Recurring Operating Costs

Annual maintenance.

Alignment to Strategic Plan

Goal: C - Enhance Quality of Life and Livability & Goal: F:Improve Environmental Sustainability.

Cost Analysis

FY	Description
----	-------------

Non-Recurring Costs

2023-2024	
2024-2025	
2025-2026	
2026-2027	
2027-2028	

Total Non-Recurring Costs

001 - Operating Fund		300		Totals
Salaries/Benefits	Other	Capital Funds	Other Funds	
	35,000			50,000
				0
				0
				0
				0
\$0	\$35,000	\$0	\$0	\$50,000

Recurring Costs

2023-2024	
2024-2025	Maintenance
2025-2026	Maintenance
2026-2027	Maintenance
2027-2028	Maintenance

Total Proposed Recurring Costs

Recurring Cost per Resident Served

Total Costs

Cost per Resident Served

				0
	2,500			2,500
	2,500			2,500
	2,500			2,500
	2,500			2,500
\$0	\$10,000	\$0	\$0	\$10,000
\$0	\$1	\$0	\$0	\$1
\$0	\$45,000	\$0	\$0	\$45,000
\$0	\$4	\$0	\$0	\$4

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed	
Community Development Services			
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	X		
Project Title		Accounting String	
Vehicle for CDS / Zoning Inspections		300-5224-5641.000	

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	\$45,000	\$0	\$0	\$45,000

FY 2022-23 Net Cost per Resident Served

	\$0	\$4	\$0	\$0	\$4

Divisional Reviews Prior to Submission

Technology Needs Yes/No

Staffing Needs Yes/No

Approval to Submit to Finance

6/15/2023
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
6/21/23	Date

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6/26/23	Date

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

2023

Department		Date Completed	
Community Development Services			
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Project Title		Accounting String	
Additional landscape and hardscape to the Complete Streets project by Brq		300-5224-5641.000	

Provide a Detailed Description of the Project

Broward County is in the process of designing Andrews Avenue to meet the intention of the Complete Streets guidelines. The City Commission, in 2015 (Resolution No. 2015-0071), expressed commitment to the Complete Streets policies and practices. Resolution No. 2015-0071 expressly identified Andrews Avenue as a corridor to implement these guidelines. This project would providing funding to install additional landscaping and hardscape that was not included in the Broward County project.

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

With Broward County currently designing Andrews Avenue to meet the intention of Complete Streets, the City needs to ensure there is adequate landscape and hardscape along this corridor. This project would supplement the monies Broward County is spending for the redesign.

Explain any Recurring Operating Costs

Alignment to Strategic Plan

Goal C - Enhance Quality of Life and Livability & Goal D - Cultivate Efficient and High Performing Government.

Cost Analysis

FY	Description	001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
2023-2024						0
2024-2025						0
2025-2026	Professional Services	100,000				100,000
2026-2027						0
2027-2028						0
Total Non-Recurring Costs		\$100,000	\$0	\$0	\$0	\$100,000
Recurring Costs						
2023-2024						0
2024-2025						0
2025-2026						0
2026-2027						0
2027-2028						0
Total Proposed Recurring Costs		\$0	\$0	\$0	\$0	\$0
Recurring Cost per Resident Served		\$0	\$0	\$0	\$0	\$0
Total Costs		\$100,000	\$0	\$0	\$0	\$100,000
Cost per Resident Served		\$9	\$0	\$0	\$0	\$9

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

2023

Department Community Development Services		Date Completed 					
Is this a capital request? <table style="display: inline-table; margin-left: 20px;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>		Yes	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Number of Residents to be Served by this Project 11,426	
Yes	No						
<input type="checkbox"/>	<input checked="" type="checkbox"/>						
Project Title Additional landscape and hardscape to the Complete Streets project by Brd		Accounting String 300-5224-5641.000					

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)

\$100,000	\$0	\$0	\$0	\$100,000
-----------	-----	-----	-----	-----------

FY 2022-23 Net Cost per Resident Served

\$9	\$0	\$0	\$0	\$9
-----	-----	-----	-----	-----

Divisional Reviews Prior to Submission

Technology Needs Yes/No

Staffing Needs Yes/No

Approval to Submit to Finance

6/15/2023

 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
6/15/23 _____ Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6/26/23 _____ City Manager Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Emergency Management/Utilities		3/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Duty Truck		001-5440-5641.000	

Provide a Detailed Description of the Project

Replace the current 'duty truck'. Specifications will include a one-half (1/2) ton payload, 4-door crew cab and V-6 gasoline engine.

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

The department is in need of a vehicle for day-to-day use by the Utility Supervisor and for use by staff assigned to call-outs during evenings and weekends. While vehicles are expected to have a useful life cycle of ten (10) years, the current 2017 Ford F-150 XL pickup truck has met it's useful life cycle and requires repairs and maintenance on a more frequent basis.

Explain any Recurring Operating Costs

Regular fluid and filter maintenance. Potential repairs beyond the standard warranty period.

Alignment to Strategic Plan

Goal D – Cultivate Efficient and High Performing Government, Key Objective 1 – Identify Operational Efficiencies and Improvements for City departments and Programs.

Cost Analysis

FY	Description	001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
23/24	Vehicle purchase				45,000	45,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$45,000	\$45,000
Recurring Costs						
23/24	Fluids/filters				150	150
24/25	Fluids/filters				150	150
25/26	Fluids/filters				150	150
26/27	Fluids/filters				150	150
27/28	Fluids/filter/tires				750	750
	Total Proposed Recurring Costs	\$0	\$0	\$0	\$1,350	\$1,350
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$0	\$0
	Total Costs	\$0	\$0	\$0	\$46,350	\$46,350
	Cost per Resident Served	\$0	\$0	\$0	\$4	\$4

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Emergency Management/Utilities		Date Completed 3/15/2023	
Is this a capital request?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Duty Truck		Accounting String 001-5440-5641.000	

Revenue/Cost Savings Opportunities

Additional Revenues					
N/A					0
					0
Cost Savings					
Repairs over the next 4 years on the current vehicle				3,000.00	3,000
					0
Total Revenue/Cost Savings	\$0	\$0	\$0	\$3,000	\$3,000
Net Costs (Cost MINUS Revenue/Cost Savings)					
	\$0	\$0	\$0	\$43,350	\$43,350
FY 2022-23 Net Cost per Resident Served	\$0	\$0	\$0	\$4	\$4

Divisional Reviews Prior to Submission

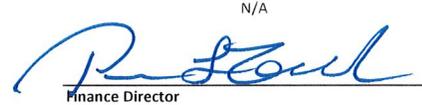
Technology Needs Yes No

Staffing Needs Yes No

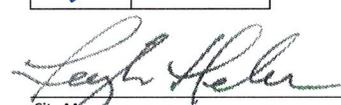
Approval to Submit to Finance


 Department Head 6/15/2023
 Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 Finance Director	6/21/23 Date

City Manager Use Only

Add to Recommended Budget	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
 City Manager	6/21/23 Date

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Library		Date Completed 3/27/2023					
Is this a capital request?	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td align="center">Yes</td> <td align="center">No</td> </tr> <tr> <td align="center">x</td> <td align="center"></td> </tr> </table>	Yes	No	x		Number of Residents to be Served by this Project 11,426	
Yes	No						
x							
Project Title Library Book Purchases		Accounting String 300-5771-5661-000					

Provide a Detailed Description of the Project
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		001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
FY	Description					
Non-Recurring Costs						
2024	Library Books			35,000		35,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$35,000	\$0	\$35,000
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	\$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 2023-24**

Department Library		Date Completed 3/27/2023
Is this a capital request?	Yes <input type="checkbox"/> No <input type="checkbox"/> x <input type="checkbox"/> <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Library Book Purchases		Accounting String 300-5771-5661-000

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

	\$0	\$0	\$3	\$0	\$3
--	-----	-----	-----	-----	-----

Divisional Reviews Prior to Submission

	Yes/No
Technology Needs	<input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

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

6/21/23

 Finance Director Date

City Manager Use Only

Add to Recommended Budget

Yes No

6/26/23

 City Manager Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Recreation	Date Completed 2/15/2023				
Is this a capital request?	<table border="1" style="display: inline-table; margin-right: 20px;"> <tr> <td style="width: 50px; text-align: center;">Yes</td> <td style="width: 50px; text-align: center;">No</td> </tr> <tr> <td style="text-align: center;">x</td> <td></td> </tr> </table>	Yes	No	x	
Yes	No				
x					
	Number of Residents to be Served by this Project 11,426				
Project Title 15 Passenger Van Replacement #1	Accounting String 300-5772-5461.000				

Provide a Detailed Description of the Project

Replace 2014 Ford 15 Passenger Van (tag #XD9593) with a new 14 Passenger Van.

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

This vehicle is used by the Recreation staff to transport residents for senior trips, childcare programs, special event shuttles and is occasionally used by other departments to transport large groups. The current van is 9 years old and lacks current standard safety features such as rear-view cameras and blind-spot assist.

Explain any Recurring Operating Costs

Recurring cost would include the standard routine services, repairs and gas.

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		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
2024	15 Passenger Van Replacement			55,000		55,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$55,000	\$0	\$55,000
Recurring Costs						
2025	Routine service		75			75
2026	Routine service		75			75
2027	Routine service + Tires		500			500
2028	Routine service		75			75
2029	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	\$55,000	\$0	\$56,575
	Cost per Resident Served	\$0	\$0	\$5	\$0	\$5

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Recreation		Date Completed 2/15/2023				
Is this a capital request?	<table border="1" style="display: inline-table; margin-right: 20px;"> <tr><td style="text-align: center;">Yes</td></tr> <tr><td style="text-align: center;">x</td></tr> </table> <table border="1" style="display: inline-table;"> <tr><td style="text-align: center;">No</td></tr> <tr><td style="text-align: center;"> </td></tr> </table>	Yes	x	No		Number of Residents to be Served by this Project 11,426
Yes						
x						
No						
Project Title 15 Passenger Van Replacement #2		Accounting String 300-5772-5461.000				

Provide a Detailed Description of the Project

Replace 2014 Ford 15 Passenger Van (tag #XB6954) with a new 14 Passenger Van.

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

This vehicle is used by the Recreation staff to transport residents for senior trips, childcare programs, special event shuttles and is occasionally used by other departments to transport large groups. The current van is 9 years old and lacks current standard safety features such as rear-view cameras and blind-spot assist.

Explain any Recurring Operating Costs

Recurring cost would include the standard routine services, repairs and gas.

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		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
2024	15 Passenger Van Replacement			55,000		55,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$55,000	\$0	\$55,000
Recurring Costs						
2025	Routine service		75			75
2026	Routine service		75			75
2027	Routine service + Tires		500			500
2028	Routine service		75			75
2029	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	\$55,000	\$0	\$56,575
	Cost per Resident Served	\$0	\$0	\$5	\$0	\$5

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Recreation		Date Completed 2/15/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
		Number of Residents to be Served by this Project 11,426
Project Title 15 Passenger Van Replacement #2		Accounting String 300-5772-5461.000

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

Less Maintenance / Repair		1,500.00			1,500
Less rental fees and staff time		750.00			750
Total Revenue/Cost Savings		\$0	\$2,250	\$0	\$0

Net Costs (Cost MINUS Revenue/Cost Savings)

	\$0	(\$675)	\$55,000	\$0	\$54,325
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	Yes/No <input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance

6/15/23
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	21%
Net Present Value	\$36,891.89
 Finance Director Date	

City Manager Use Only

	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Add to Recommended Budget		
 City Manager Date		6/16/23

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Non-Departmental		2/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	x		
Project Title		Accounting String	
Courier Vehicle Replacement		300-5119-5461.000	

Provide a Detailed Description of the Project

Replace 2013 Chevrolet Equinox that is used by the City Courier with a similar SUV.

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

This vehicle is used by the City Courier on a daily basis to transport seniors for grocery shopping and medical appointments, as well as courier duties for all City Departments. This vehicle is currently 10 years old and has 60,000+ miles on it.

Explain any Recurring Operating Costs

Recurring cost would include the standard routine services, repairs and gas.

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		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
2024	Courier Vehicle Replacement			35,000		35,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$35,000	\$0	\$35,000
Recurring Costs						
2025	Routine service		75			75
2026	Routine service		75			75
2027	Routine service + Tires		500			500
2028	Routine service		75			75
2029	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 2023-24

Department		Date Completed
Non-Departmental		2/15/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Number of Residents to be Served by this Project
		11,426
Project Title		Accounting String
Courier Vehicle Replacement		300-5119-5461.000

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

Less Maintenance / Repair	1,500.00				1,500
					0

Total Revenue/Cost Savings	\$1,500	\$0	\$0	\$0	\$1,500
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Net Costs (Cost MINUS Revenue/Cost Savings)	(\$1,500)	\$1,575	\$35,000	\$0	\$35,075
FY 2022-23 Net Cost per Resident Served	\$0	\$0	\$3	\$0	\$3

Divisional Reviews Prior to Submission

Technology Needs	Yes/No
	<input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance *[Signature]* 6/15/23
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	23%
Net Present Value	\$24,219.75
<u><i>[Signature]</i></u>	<u>6/21/23</u>
Finance Director	Date

City Manager Use Only

Add to Recommended Budget	Yes/No
	<input checked="" type="checkbox"/>
<u><i>[Signature]</i></u>	<u>6/26/23</u>
City Manager	Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Parks & Facilities		2/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Maintenance Truck Replacement		300-5779-5461.000	

Provide a Detailed Description of the Project
Replace 2013 Ford F-150 (tag #XD4444) with a similar size 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 10 years old.

Explain any Recurring Operating Costs
Recurring cost would include the standard routine services, repairs and gas.

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	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
FY	Description					
Non-Recurring Costs						
2024	Maintenance Truck Replacement			35,000		35,000
						0
						0
						0
						0
Total Non-Recurring Costs		\$0	\$0	\$35,000	\$0	\$35,000
Recurring Costs						
2025	Routine service		75			75
2026	Routine service		75			75
2027	Routine service + Tires		500			500
2028	Routine service		75			75
2029	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 2023-24**

Department Parks & Facilities		Date Completed 2/15/2023
Is this a capital request?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Residents to be Served by this Project 11,426
Project Title Colohatchee K9 Grass		Accounting String 300-5779-5641.000

Provide a Detailed Description of the Project

This project is for the installation of K-9 artificial turf for the small and large dog areas in Colohatchee Park.

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

The Dog Play Area at Colohatchee Park has one area with Synthetic turf and two areas of Bermuda Celebration turf. The k-9 synthetic turf requires minimal maintenance with just brushing one to two times per month. However, the natural turf areas require extensive care including irrigation, frequent mowing, aerating, fertilizing, and top dressing 3 to 4 times per year and sod replacement as needed, usually twice per year for both sections. The sod replacement requires a disruption to a quality experience of over 400 members as the play area being resodded is closed for approximately three to four weeks while the sod is established. The K-9 turf is more durable and requires little maintenance compared to the extensive maintenance needed to maintain turf. The savings in water, mowing, fertilizing, leasing aerator equipment and top dressing along with the labor to complete these routine tasks we anticipate would be \$24,000 annually. Additionally, the artificial turf would allow for the dog park to remain open to members 7 days per week.

Explain any Recurring Operating Costs

Recurring operational costs would be reduced by \$18,000 annually due to not needing to resod, mow, water, aerate, fertilize, and use top soil. These costs along with other costs savings of approximately 150 labor hours or \$6,000 provides a total benefit of \$24,000 annually. The labor hours would be reassigned to other maintenance priorities.

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		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
2024	K9 Grass at Colohatchee Dog Park			150,000		150,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$150,000	\$0	\$150,000
Recurring Costs						
2024	Brushing K-9 turf 1 or 2 times per month	2,400				2,400
2025	Brushing K-9 turf 1 or 2 times per month	2,400				2,400
2026	Brushing K-9 turf 1 or 2 times per month	2,400				2,400
2027	Brushing K-9 turf 1 or 2 times per month	2,400				2,400
2028	Brushing K-9 turf 1 or 2 times per month	2,400				2,400
	Total Proposed Recurring Costs	\$12,000	\$0	\$0	\$0	\$12,000
	Recurring Cost per Resident Served	\$1	\$0	\$0	\$0	\$1
	Total Costs	\$12,000	\$0	\$150,000	\$0	\$162,000
	Cost per Resident Served	\$1	\$0	\$13	\$0	\$14

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Parks & Facilities		Date Completed 2/15/2023
Is this a capital request?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Residents to be Served by this Project 11,426
Project Title Colohatchee K9 Grass		Accounting String 300-5779-5641.000

Revenue/Cost Savings Opportunities

Additional Revenues

Increased memberships at Dog Park	2,000.00			2,000
				0

Cost Savings

Reduce maintenance labor	6,000.00			6,000
Less fertilizer, aerate, water, resod, mowing	18,000.00			18,000

Total Revenue/Cost Savings	\$6,000	\$20,000	\$0	\$0	\$26,000
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Net Costs (Cost MINUS Revenue/Cost Savings)

	\$6,000	(\$20,000)	\$150,000	\$0	\$136,000
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FY 2022-23 Net Cost per Resident Served	\$1	(\$2)	\$13	\$0	\$12
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Divisional Reviews Prior to Submission

Technology Needs	Yes/No <input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance

6/15/23

 Department Head Date

Finance Director Use Only

Pay Back Period	5
Internal Rate of Return	10%
Net Present Value	\$53,643.16
 _____ Finance Director Date	

City Manager Use Only

Add to Recommended Budget	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
 _____ City Manager Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Parks & Facilities		Date Completed 2/20/2023				
Is this a capital request?	<table style="width: 100%; text-align: center;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Yes	No					
<input checked="" type="checkbox"/>	<input type="checkbox"/>					
Project Title Island City Park Preserve Playground		Accounting String 300-5779-5461.000				

Provide a Detailed Description of the Project

This project would replace the playground and surfacing at Island City Park Preserve.

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

The playground at Island City Park Preserve is a highly utilized playground for toddlers and pre-school aged children in the City. The main play structures were installed 15 years ago, in 2008, and the surfacing and swings were installed 10 years ago in 2013. Playground equipment updates are recommended every 8-10 years depending on use, weather, materials and other factors. Several pieces of equipment have begun to break and need repair and the artificial turf surfacing is becoming uneven due to root growth underneath. This project would replace the play equipment and surfacing.

Explain any Recurring Operating Costs

No recurring costs

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective# 2. Support Proactive Public Safety and #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
2024	ICPP Playground			150,000		150,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$150,000	\$0	\$150,000
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	\$150,000	\$0	\$150,000
	Cost per Resident Served	\$0	\$0	\$13	\$0	\$13

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Parks & Facilities		2/20/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Island City Park Preserve Playground		300-5779-5461.000	

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	\$150,000	\$0	\$150,000
-----	-----	-----------	-----	-----------

FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$13	\$0	\$13
-----	-----	------	-----	------

Divisional Reviews Prior to Submission

Technology Needs	Yes/No
	<input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance

6/15/23
 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	6/21/23 Date

City Manager Use Only

Add to Recommended Budget	Yes No
	<input checked="" type="checkbox"/>
 City Manager	6/26/23 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed
Parks & Facilities		2/20/2023
Is this a capital request?	Yes	Number of Residents to be Served by this Project
	No	
	x	11,426
Project Title		Accounting String
Barge Replacement		300-5779-5461.000

Provide a Detailed Description of the Project

This item is for the replacement of the City's barge vessel.

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

The barge vessel that is currently used by Parks & Facilities staff was purchased with federal grant dollars in 1992 following Hurricane Andrew. The vessel has been repaired numerous times over the past 31 years and is past its useful life. The aluminum cannot be welded or repaired any longer, as it has become too thin and damaged from years of use and repair. The barge is currently the sole and primary vessel for any City work on the waterways. It is used for scheduled waterway maintenance, calls for clean up of waterway debris, City special events, waterway code inspections and various other City projects. The motor was replaced in 2019 and the new motor will be transferred over to the new vessel once purchased. The City has applied for a 50% match FIND grant to fund the purchase of the vessel.

Explain any Recurring Operating Costs

No recurring costs

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective# 2. Support Proactive Public Safety and #5. Support Recreation and Open Space Programs and Initiatives

Cost Analysis		001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
FY	Description					
Non-Recurring Costs						
2024	Barge Vessel			75,000		75,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$75,000	\$0	\$75,000
Recurring Costs						
						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	\$75,000	\$0	\$75,000
	Cost per Resident Served	\$0	\$0	\$7	\$0	\$7

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department Parks & Facilities		Date Completed 2/20/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
		Number of Residents to be Served by this Project 11,426
Project Title Barge Replacement		Accounting String 300-5779-5461.000

Revenue/Cost Savings Opportunities

Additional Revenues					
N/A					0
					0
Cost Savings					
Repairs		\$250			250
					0
Total Revenue/Cost Savings		\$0	\$250	\$0	\$0
		\$0	(\$250)	\$75,000	\$0
FY 2022-23 Net Cost per Resident Served		\$0	\$0	\$7	\$0

Divisional Reviews Prior to Submission

Technology Needs	Yes/No <input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance

6/15/23
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
6/23/23 Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6/26/23 City Manager Date	

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Parks & Facilities		Date Completed 3/5/2023				
Is this a capital request?	<table border="1" style="margin: auto;"> <tr> <td style="width: 50%; text-align: center;">Yes</td> <td style="width: 50%; text-align: center;">No</td> </tr> <tr> <td style="text-align: center;">x</td> <td></td> </tr> </table>	Yes	No	x		Number of Residents to be Served by this Project 11,426
Yes	No					
x						
Project Title ICPP Roof Replacement	Accounting String	300-5779-5461.000				

Provide a Detailed Description of the Project

This project would fund the full replacement of the roof at Island City Park Preserve.

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

The roof at ICPP has several leaks from both the metal flashings and the flat sections of the roof. A roofing services company completed an evaluation and detailed report that showed and explained the deefies in the roof structures at ICPP. Some of the findings listed were ponding water, blisters, improper coping and exposed parapet wall, and improper repairs. The final recommendation of the report was the entire roof, metal and flat, would need to be removed down to the wood decking and completely replaced. The new roof would be constructed to Miami-Dade building codes and have a thirty year useful life and a thirty year warranty. The City is currently in the process of seeking a second opinion on the report findings.

Explain any Recurring Operating Costs

Recurring costs would be to have the roof inspected annually for any issues and for regular roof maintenance.

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		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
2024	ICPP Roof Replacement			320,000		320,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$320,000	\$0	\$320,000
Recurring Costs						
2025	Annual Maintenance		1,500			1,500
2026	Annual Maintenance		1,500			1,500
2027	Annual Maintenance		1,500			1,500
						0
						0
	Total Proposed Recurring Costs	\$0	\$4,500	\$0	\$0	\$4,500
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$0	\$0
	Total Costs	\$0	\$4,500	\$320,000	\$0	\$324,500
	Cost per Resident Served	\$0	\$0	\$28	\$0	\$28

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Parks & Facilities		Date Completed 3/5/2023	
Is this a capital request?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title ICPP Roof Replacement		Accounting String 300-5779-5461.000	

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	\$4,500	\$320,000	\$0	\$324,500
--	-----	---------	-----------	-----	-----------

FY 2022-23 Net Cost per Resident Served

	\$0	\$0	\$28	\$0	\$28
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Divisional Reviews Prior to Submission

Technology Needs	Yes/No <input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance

6/15/23
 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	6/21/23 Date

City Manager Use Only

Add to Recommended Budget	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>
 City Manager	6/26/23 Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Parks & Facilities		3/8/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	x		
Project Title		Accounting String	
Colohatchee Expansion - Park Entrance & Parking Area		300-5779-5461.000	

Provide a Detailed Description of the Project
This project would fund the creation of an accessible park entrance for Colohatchee Park at the City owned expansion property on 14th Avenue.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
Currently the public entrance for Colohatchee Park is located on 15th Avenue and requires park visitors and dog park members to walk a 600 foot long boardwalk to access the park. In addition to being a long distance for those with lowered mobility, the boardwalk has several drawbacks as a park entrance: it is narrow - causing unsafe interactions between dogs and owners, dogs often defecate on the non-porous surface creating unsanitary conditions, it is unlit and has blind corners that provide opportunities for illicit behavior and the boardwalk material for repair and replacement is expensive. This project would utilize the City parcel that was purchased to create a new entrance and parking area for Colohatchee Park. Original cost estimates for a full asphalt parking lot with a bridge entrance and new restroom were approximately \$900,000 in 2021. This revision would fund a basic packed gravel parking area, parking stops, asphalt ADA parking spaces and an ADA accessible asphalt walkway into the park.

Explain any Recurring Operating Costs
Regular maintenance or repair to parking curbs, asphalt, fencing, etc.

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	Totals	
		Salaries/Benefits	Other	Capital Funds		
FY	Description					
Non-Recurring Costs						
2024	Colohatchee Expansion - Park Entrance & Parking Area			400,000		400,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$400,000	\$0	\$400,000
Recurring Costs						
2025	Annual Maintenance		1,500			1,500
2026	Annual Maintenance		1,500			1,500
2027	Annual Maintenance		1,500			1,500
						0
						0
	Total Proposed Recurring Costs	\$0	\$4,500	\$0	\$0	\$4,500
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$0	\$0
	Total Costs	\$0	\$4,500	\$400,000	\$0	\$404,500
	Cost per Resident Served	\$0	\$0	\$35	\$0	\$35

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Parks & Facilities		Date Completed 3/8/2023
Is this a capital request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Colohatchee Expansion - Park Entrance & Parking Area		Accounting String 300-5779-5461.000

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)

FY 2022-23 Net Cost per Resident Served

\$0	\$4,500	\$400,000	\$0	\$404,500
\$0	\$0	\$35	\$0	\$35

Divisional Reviews Prior to Submission

Technology Needs	Yes/No
	<input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance

6/15/23
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
	6/21/23
Finance Director	Date

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	6/26/23
City Manager	Date

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department	Date Completed				
Parks & Facilities	3/29/2023				
Is this a capital request?	Number of Residents to be Served by this Project				
<table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11,426
Yes	No				
<input checked="" type="checkbox"/>	<input type="checkbox"/>				
Project Title	Accounting String				
Fire & Burglar Alarm Systems - Update & Consolidate	300-5779-5461.000				

Provide a Detailed Description of the Project

This project would fund necessary updates to the fire and burglar alarm systems throughout City buildings, including City Hall, Hagen Park, Mickel Park, Island City Park Preserve, Richardson Historic Park and the Library.

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

Currently the City Facilities Division coordinates the existing fire alarms and burglar alarms in City buildings through a combination of three different vendors that vary at each facility. Additionally, the existing installed systems in some of the facilities are over 20 years old and are not up to current code or standards for fire safety. This project would complete two objectives: 1- to update the panels, sensors and communication systems for each facility to meet current standards and 2- to consolidate the fire and burglar alarm systems to one provider for monitoring, inspection and repairs. Specifically, Hagen Park, Island City Park Preserve and the Library require updated cellular communication systems as they are on outdated systems of using land lines for communication with the monitoring system. Hagen Park, in particular, requires additional updates to the fire alarm systems (duct detectors, pull stations, smoke detectors, etc.) and communication systems as both the fire and burglar alarm systems are tied to the same land line, which if it were to fail there would be no fire alarm functioning in the building.

Explain any Recurring Operating Costs

The recurring operating costs would be the annual monitoring fees for fire and burglar alarms, along with the annual inspections and tests for the fire alarms and sprinklers.

Alignment to Strategic Plan

Goal C. Enhance Quality of Life and Livability; Objective #2. Support Proactive Public Safety; Goal D. Cultivate Efficient and High Performing Government; Objective #1. Identify Operational Efficiencies and Improvements for City Departments and Programs

Cost Analysis

FY	Description	001 - Operating Fund		300	Totals	
		Salaries/Benefits	Other	Capital Funds	Other Funds	Totals
Non-Recurring Costs						
2024	City Hall Install Cost			750		750
2024	Hagen Park Install Cost			17,763		17,763
2024	Island City Park Install Cost			4,584		4,584
2024	Richardson Park Install Cost			750		750
2024	Library Install Cost			5,250		5,250
2024	Mickel Park Install Cost			1,500		1,500
Total Non-Recurring Costs		\$0	\$0	\$30,597	\$0	\$30,597
Recurring Costs						
2025	Annual Monitoring, Testing & Inspection		9,305			9,305
2026	Annual Monitoring, Testing & Inspection		9,305			9,305
2027	Annual Monitoring, Testing & Inspection		9,305			9,305
2028	Annual Monitoring, Testing & Inspection		9,305			9,305
2029	Annual Monitoring, Testing & Inspection		9,305			9,305
Total Proposed Recurring Costs		\$0	\$46,525	\$0	\$0	\$46,525
Recurring Cost per Resident Served		\$0	\$4	\$0	\$0	\$4
Total Costs		\$0	\$46,525	\$30,597	\$0	\$77,122
Cost per Resident Served		\$0	\$4	\$3	\$0	\$7

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Parks & Facilities		Date Completed 3/29/2023	
Is this a capital request?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
		Number of Residents to be Served by this Project 11,426	
Project Title Fire & Burglar Alarm Systems - Update & Consolidate		Accounting String 300-5779-5461.000	

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	\$46,525	\$30,597	\$0	\$77,122
FY 2022-23 Net Cost per Resident Served	\$0	\$4	\$3	\$0	\$7

Divisional Reviews Prior to Submission

	Yes/No
Technology Needs	<input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance


6/15/23
 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

	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Add to Recommended Budget	
 City Manager 6/26/23 Date	

WATER & SEWER UTILITIES FUND

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 through 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/off; 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.

Strategic Plan

Goal A: Advance Infrastructure Improvements

Objective 1. Improve Water, Stormwater, and Wastewater Infrastructure

KPI: Wastewater Infrastructure

Goal: Reach 1.8 MGD by 12/31/24

	FY 20/21	FY 21/22	FY 22/23
FLL Average daily wastewater flow, MGD	1.751	2.094	2.316
LS #11 Average daily flow, MGD	2.150	2.100	2.265
FDEP Expected daily wastewater flow, MGD	1.800	1.800	1.800
FLL Allocated Daily wastewater flow, MGD	1.980	1.980	1.980

Goal: Total wastewater gallons delivered at 90% of water purchased gallons

	FY 20/21	FY 21/22	FY 22/23
Gallons of wastewater delivered, MG	639,176	764,171	863,173
Gallons of water purchased, MG	498,901	495,609	764,605
	128.12%	154.19%	112.89%

**DEPARTMENTAL BUDGET SUMMARY
WATER UTILITY FUND**

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 225,262	\$ 215,976	\$ 235,566
Personnel Benefits	170,582	106,025	137,136
Operating Expenditures	2,574,543	2,931,914	4,926,887
Capital	-	3,461,144	172,771
Debt Service	-	-	-
Depreciation	421,691	443,900	422,000
Interfund Transfers	815,969	589,494	192,660
TOTAL DEPARTMENT COST	\$ 4,208,047	\$ 7,748,453	\$ 6,087,020

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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
Administrative 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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 401 - WATER UTILITY FUND						
Dept 5330 - WATER U/B PERSONNEL						
1	PERSONNEL WAGES					
2	401-5330-5121.000 Salaries - Full Time	46,675	49,741	49,741	35,232	54,271
3	401-5330-5122.000 Curr Lia-Compensated Abs	7,387				
4	401-5330-5131.000 Salaries - Part-Time	5,301	9,897	9,897	2,347	9,317
5	401-5330-5141.000 Overtime	19	750	750		750
6	PERSONNEL WAGES	59,382	60,388	60,388	37,579	64,338
7						
8	PERSONNEL BENEFITS					
9	401-5330-5211.000 FICA	3,419	3,725	3,725	2,614	4,067
10	401-5330-5211.005 FICA Part-Time	440	757	757	180	713
11	401-5330-5221.000 Pension - WM	8,209	6,682	6,682	6,682	6,485
12	401-5330-5222.000 Pension - FRS	5,643	7,191	7,191	4,146	8,312
13	401-5330-5224.000 Pension - GASB 68	66,871				
14	401-5330-5231.000 Life & Health Insurance	9,220	8,975	8,975	7,077	12,312
15	401-5330-5232.000 Insurance Opt-out	750	600	600	800	600
16	PERSONNEL BENEFITS	94,552	27,930	27,930	21,499	32,489
17						
18	Totals for dept 5330 - WATER U/B PERSONNEL	153,934	88,318	88,318	59,078	96,827
19						
20	Dept 5333 - WATER OPERATIONS					
21						
22	PERSONNEL WAGES					
23	401-5333-5121.000 Salaries - Full Time	145,241	149,053	149,053	96,880	165,555
24	401-5333-5122.000 Curr Lia-Compensated Abs	7,387				
25	401-5333-5141.000 Overtime	11,057	3,667	3,667	3,204	3,678
26	401-5333-5151.000 Cellular Phone Stipend	636	918	918	0	435
27	401-5333-5154.000 Duty Pay	1,559	1,950	1,950	1,679	1,560
28	PERSONNEL WAGES	165,880	155,588	155,588	101,763	171,228
29						
30	PERSONNEL BENEFITS					
31	401-5333-5211.000 FICA	11,772	11,183	11,183	7,719	12,073
32	401-5333-5221.000 Pension - WM	18,472	17,738	17,738	17,738	27,873
33	401-5333-5222.000 Pension - FRS	22,627	26,583	26,583	18,764	34,445
34	401-5333-5231.000 Life & Health Insurance	22,525	22,141	22,141	18,403	29,806
35	401-5333-5232.000 Insurance Opt-Out	400	450	450	800	450
36	401-5333-5260.000 Other Post Employment Benefits	234				
37	PERSONNEL BENEFITS	76,030	78,095	78,095	63,424	104,647
38						
39	OPERATING EXPENDITURES					
40	401-5333-5311.000 Professional Services	214	1,500	13,833		1,200
41	401-5333-5312.000 Legal Services - City Attorney	4,101	10,000	10,000	1,918	5,000
42	401-5333-5321.000 Audit & Accounting	10,440	11,400	11,400	12,000	12,600
43	401-5333-5341.000 Contractual Services	23,296	27,260	27,260	4,058	66,305
44	401-5333-5432.000 Water Purchases	2,063,011	2,227,800	2,227,800	1,258,417	2,737,054
45	401-5333-5401.000 Meetings & Conferences		2,100	2,100		2,400
46	401-5333-5411.000 Telephone	2,550	3,179	3,179	1,325	2,432
47	401-5333-5412.000 Postage	9,346	10,900	10,900	6,307	10,000
48	401-5333-5451.000 Insurance	20,967	19,958	19,958	15,857	46,120
49	401-5333-5462.000 Equipment Maint-Repair	4,652	5,650	5,650	1,995	8,550
50	401-5333-5463.000 Vehicle Maint-Repair	2,689	4,220	4,220	10,493	9,650
51	401-5333-5464.000 Vehicle Operation - Fuel	1,291	2,744	2,744	953	1,590
52	401-5333-5465.000 Copy Machine					350
53	401-5333-5466.000 Building Maintenance	8,225	5,200	5,200	2,335	6,400
54	401-5333-5469.000 System Maintenance	45,192	79,700	122,689	49,605	89,500
55	401-5333-5471.000 Printing & Binding		1,200	1,200		1,500
56	401-5333-5491.000 City Hall Indirect Chgs	367,067	438,773	438,773	438,768	599,704
57	401-5333-5511.000 Office Supplies	1,325	3,900	3,900	896	4,500
58	401-5333-5521.000 Operating Supplies	6,160	6,400	6,400	5,718	7,000
59	401-5333-5524.000 Uniforms & Clothing	1,765	2,050	2,050	254	2,100
60	401-5333-5541.000 Subs, Memberships, Dues	774	1,825	10,158	933	1,925
61	401-5333-5542.000 Training/Education	1,478	2,500	2,500	75	3,000

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

		2021-22	2022-23	2022-23	2022-23	2023-24
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	ADOPTED
			BUDGET	BUDGET	5/31/2023	BUDGET
62	401-5333-5991.000	Contingency - Fund Balance				1,308,007
63	OPERATING EXPENDITURES		2,574,543	2,868,259	2,931,914	1,811,907
64						4,926,887
65	CAPITAL					
66	401-5333-5690.000	Contribution to Capital Replacement Plan		64,835	64,835	85,271
67	401-5333-5955.000	Current Year Capital Expenditure	60,250			77,129
68	401-5333-5955.001	Current YR Capital Exp - Contra A	(60,250)	2,864,095	3,396,309	87,500
69	CAPITAL		0	2,928,930	3,461,144	77,129
70						172,771
71	DEPRECIATION					
72	401-5333-5992.000	Depreciation Expense	54,393	21,500	21,500	54,400
73	401-5333-5993.000	Dep Exp -System & Improvements	248,532	299,400	299,400	248,600
74	401-5333-5994.000	Dep Exp - Fire Hydrants	14,944	15,400	15,400	15,000
75	401-5333-5995.000	Dep Exp - Autos & Trucks	5,119	12,500	12,500	5,200
76	401-5333-5996.000	Dep Exp - Furn & Equipment	84,945	86,300	86,300	85,000
77	401-5333-5997.000	Dep Exp - Sys Imp Proj	7,658	7,500	7,500	7,700
78	401-5333-5998.000	Dep Exp - Buildings	6,100	1,300	1,300	6,100
79	DEPRECIATION		421,691	443,900	443,900	0
80						422,000
81	Totals for dept 5333 - WATER OPERATIONS		3,238,144	6,474,772	7,070,641	2,054,223
82						5,797,533
83	Dept 5881 - INTERFUND TRANSFERS					
84	TRANSFERS OUT					
85	401-5881-5911.000	Operating Transfers Out	815,969	589,494	589,494	589,500
86	TRANSFERS OUT		815,969	589,494	589,494	589,500
87						192,660
88	Totals for dept 5881 - INTERFUND TRANSFERS		815,969	589,494	589,494	589,500
89						192,660
90	Totals for 401 - WATER UTILITY FUND		4,208,047	7,152,584	7,748,453	2,702,801
						6,087,020

City of Wilton Manors FY24-28 Capital Improvement Program

Water Utility Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Water Utility Fund	\$ 172,771	\$ 86,976	\$ 88,716	\$ 90,490	\$ 92,300	\$ 531,253
Capital Replacement Plan	-	58,818		78,224	40,000	\$ 177,042
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 172,771	\$ 145,794	\$ 88,716	\$ 168,714	\$ 132,300	\$ 708,295

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ 12,000	\$ -	\$ 78,224		\$ 90,224
Vehicles:	23,000	46,818	-	-	40,000	\$ 109,818
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	1,500	-	-	-	-	\$ 1,500
Infrastructure	63,000	-	-	-	-	\$ 63,000
Capital Replacement Plan	85,271	86,976	88,716	90,490	92,300	\$ 443,753
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 172,771	\$ 145,794	\$ 88,716	\$ 168,714	\$ 132,300	\$ 708,295

City of Wilton Manors FY24-28 Capital Improvement Program

Water Utility Fund

Capital Replacement Plan

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Water Utility Fund	\$ 85,271	\$ 86,976	\$ 88,716	\$ 90,490	\$ 92,300	\$ 443,753
Capital Replacement Plan	-	58,818	-	78,224	40,000	\$ 177,042
Capital Replacement Plan	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 85,271	\$ 145,794	\$ 88,716	\$ 168,714	\$ 132,300	\$ 620,795

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ 12,000	\$ -	\$ 78,224	\$ -	\$ 90,224
Vehicles:	-	46,818	-	-	40,000	\$ 86,818
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	85,271	86,976	88,716	90,490	92,300	\$ 443,753
TOTAL COSTS:	\$ 85,271	\$ 145,794	\$ 88,716	\$ 168,714	\$ 132,300	\$ 620,795

City of Wilton Manors FY24-28 Capital Improvement Program

**Water Utility Fund
Proposed Master Plan Infrastructure**

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Water Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Plan	-	-	-	-	-	\$ -
Debt	1,900,030	1,305,390	318,900	2,621,250		\$ 6,145,570
Other		-	-	-	4,009,990	\$ 4,009,990
TOTAL SOURCES:	\$ 1,900,030	\$ 1,305,390	\$ 318,900	\$ 2,621,250	\$ 4,009,990	\$ 10,155,560

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Infrastructure	1,900,030	1,305,390	318,900	2,621,250	4,009,990	\$ 10,155,560
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 1,900,030	\$ 1,305,390	\$ 318,900	\$ 2,621,250	\$ 4,009,990	\$ 10,155,560

**CITY OF WILTON MANORS
 FY2024-2028 FIVE YEAR CAPITAL IMPROVEMENT PLAN
 NEW CAPITAL PROJECTS
 ADOPTED BUDGET**

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Water Utility Fund - 401						
2	Truck with Dump Bed(33.3%)	\$23,000					\$23,000
3	One (1) Tablet	\$1,500					\$1,500
4	Municipal Complex Repairs - Additional Funds	\$63,000					\$63,000
5	CRP - Vehicle Replacements		\$46,818			\$40,000	\$86,818
6	CRP - Equipment Replacements				\$78,224		\$78,224
7	CRP HVAC Replacement		\$12,000				\$12,000
8	Contribution to Capital Replacement Plan	\$85,271	\$86,976	\$88,716	\$90,490	\$92,300	\$443,753
9	Total Water Utility Fund	\$172,771	\$145,794	\$88,716	\$168,714	\$132,300	\$708,295

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed	
Emergency Management/Utilities		3/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Pickup Truck with Dump Bed		401-5333-5955.000	

Provide a Detailed Description of the Project
 Purchase of a pickup truck-style vehicle with a dump bed. Specifications will include a one (1) ton payload, standard 2-door cab and V-8 gasoline engine. The dump bed configuration will be either drop-in or direct frame mounted. The total budget of \$69,000 will be split (1/3) each among the Water, Sewer and Drainage Funds.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
 The department is in need of a smaller-sized dump bed vehicle to assist with day-to-day projects in place of, or in tandem with, the department's larger dump truck. The current 2008 Ford F-250 XLT pickup truck has exceeded its useful life cycle and requires repairs and maintenance on a more frequent basis. The standard pickup-style standard bed is not useful in meeting project requirements involving heavy material pick up or delivery.

Explain any Recurring Operating Costs
 Regular fluid and filter maintenance. Potential repairs beyond the standard warranty period.

Alignment to Strategic Plan
 Goal D – Cultivate Efficient and High Performing Government, Key Objective 1 – Identify Operational Efficiencies and Improvements for City departments and Programs.

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
23/24	Vehicle purchase				23,000	23,000
						0
						0
						0
						0
Total Non-Recurring Costs		\$0	\$0	\$0	\$23,000	\$23,000
Recurring Costs						
23/24	Fluids/filters				50	50
24/25	Fluids/filters				50	50
25/26	Fluids/filters				50	50
26/27	Fluids/filters				50	50
27/28	Fluids/filter/tires				300	300
Total Proposed Recurring Costs		\$0	\$0	\$0	\$500	\$500
Recurring Cost per Resident Served		\$0	\$0	\$0	\$0	\$0
Total Costs		\$0	\$0	\$0	\$23,500	\$23,500
Cost per Resident Served		\$0	\$0	\$0	\$2	\$2

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed
Emergency Management/Utilities		3/15/2023
Is this a capital request?	Yes	Number of Residents to be Served by this Project
	No	
	X	11,426
Project Title		Accounting String
Pickup Truck with Dump Bed		401-5333-5955.000

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	\$0	\$23,500	\$23,500
-----	-----	-----	----------	----------

FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$0	\$2	\$2
-----	-----	-----	-----	-----

Divisional Reviews Prior to Submission

Technology Needs Yes/No
 Yes No

Staffing Needs Yes/No
 Yes No

Approval to Submit to Finance

6/15/2023
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
6/21/23 Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6/26/23 City Manager Date		

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department Emergency Management/Utilities		Date Completed 5/16/2023	
Is this a capital request?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title 50-Year Inspection Repairs		Accounting String 401-5333-5955.000	

Provide a Detailed Description of the Project

The project will be used to effect building repairs at the City's Municipal Complex as required in the structural and electrical safety inspection reports prepared by Jaime Ghitelman, P.E. and Smith Engineering Consultants, Inc., respectively. Detailed reports are available upon request.

The cost of \$126,000 will be split 50% Water Fund and 50% Sewer Fund.

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

The project will repair deficiencies due to age and wear in order to provide safe and sound physical assets and working environment for City staff. The repairs will bring the property into compliance as required by Section 110.1S of the Broward County Administrative Code of the Florida Building Code (FBC) and BORA Policy #OSOS for 50-year old buildings.

Explain any Recurring Operating Costs

There will be no recurring cost as a result of this project.

Alignment to Strategic Plan

Goal D – Cultivate Efficient and High Performing Government, Key Objective 1 – Identify Operational Efficiencies and Improvements for City departments and Programs.

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
23/24	Building/facility repairs				63,000	63,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$63,000	\$63,000
Recurring Costs						
						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	\$63,000	\$63,000
	Cost per Resident Served	\$0	\$0	\$0	\$6	\$6

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed	
Emergency Management/Utilities		5/16/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	X		
Project Title		Accounting String	
50-Year Inspection Repairs		401-5333-5955.000	

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	\$0
-----	-----	-----	-----	-----	-----

Net Costs (Cost MINUS Revenue/Cost Savings)

\$0	\$0	\$0	\$63,000	\$63,000
-----	-----	-----	----------	----------

FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$0	\$6	\$6
-----	-----	-----	-----	-----

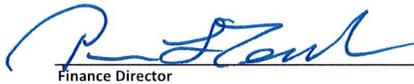
Divisional Reviews Prior to Submission

Technology Needs	Yes/No
	<input type="checkbox"/>
Staffing Needs	<input type="checkbox"/>

Approval to Submit to Finance

 6/15/2023
 Department Head Date

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
 6/16/23 Finance Director Date	

City Manager Use Only

Add to Recommended Budget	Yes	No
	✓	
 6/26/23 City Manager Date		

**DEPARTMENTAL BUDGET SUMMARY
SEWER UTILITY FUND**

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 282,856	\$ 335,226	\$ 353,259
Personnel Benefits	247,554	167,780	189,591
Operating Expenditures	3,296,650	5,139,623	4,153,079
Capital	-	2,514,879	135,283
Debt Service	24,819	63,880	62,327
Depreciation	462,253	436,200	463,000
Interfund Transfers	-	-	-
TOTAL DEPARTMENT COST	\$ 4,314,132	\$ 8,657,588	\$ 5,356,539

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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
Administrative 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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 402 - SEWER UTILITY FUND						
1	Dept 5331 - SEWER U/B PERSONNEL					
2						
3	PERSONNEL WAGES					
4	402-5331-5121.000 Salaries - Full Time	46,652	49,741	49,741	34,829	54,271
5	402-5331-5122.000 Curr Lia-Compensated Abs	(5,810)				
6	402-5331-5131.000 Salaries - Part-Time	5,298	9,897	9,897	2,347	9,317
7	402-5331-5141.000 Overtime	19	750	750		750
8	PERSONNEL WAGES	46,159	60,388	60,388	37,176	64,338
9						
10	PERSONNEL BENEFITS					
11	402-5331-5211.000 FICA	3,325	3,725	3,725	2,522	4,067
12	402-5331-5211.005 FICA Part-Time	440	757	757	180	713
13	402-5331-5221.000 Pension - WM	29,005	6,682	6,682	6,682	6,485
14	402-5331-5222.000 Pension - FRS	5,641	7,191	7,191	4,148	8,312
15	402-5331-5231.000 Life & Health Insurance	9,186	8,975	8,975	7,077	12,312
16	402-5331-5232.000 Insurance Opt-out	350	600	600		600
17	PERSONNEL BENEFITS	47,947	27,930	27,930	20,609	32,489
18						
19	Totals for dept 5331 - SEWER U/B PERSONNEL	94,106	88,318	88,318	57,785	96,827
20						
21	Dept 5332 - SEWER OPERATIONS					
22						
23	PERSONNEL WAGES					
24	402-5332-5121.000 Salaries - Full Time	217,911	256,329	256,329	148,626	272,543
25	402-5332-5122.000 Curr Lia-Compensated Abs	(5,810)				
26	402-5332-5141.000 Overtime	18,049	10,835	10,835	9,458	10,843
27	402-5332-5151.000 Cellular Phone Stipend	1,871	1,824	1,824	1,320	855
28	402-5332-5154.000 Duty Pay	4,676	5,850	5,850	5,036	4,680
29	PERSONNEL WAGES	236,697	274,838	274,838	164,440	288,921
30						
31	PERSONNEL BENEFITS					
32	402-5332-5211.000 FICA	17,783	19,191	19,191	12,220	20,112
33	402-5332-5221.000 Pension - WM	8,209	31,768	31,768	31,768	16,208
34	402-5332-5222.000 Pension - FRS	30,383	35,865	35,865	26,122	49,577
35	402-5332-5224.000 Pension - GASB 68	92,774				
36	402-5332-5231.000 Life & Health Insurance	50,458	52,576	52,576	34,658	70,755
37	402-5332-5232.000 Insurance Opt-Out		450	450		450
38	PERSONNEL BENEFITS	199,607	139,850	139,850	104,768	157,102
39						
40	OPERATING EXPENDITURES					
41	402-5332-5260.000 Other Post Employment benefits	234				
42	402-5332-5311.000 Professional Services	644	1,200	13,534	3,225	1,200
43	402-5332-5312.000 Legal Services - City Attorney	6,045			1,918	5,000
44	402-5332-5321.000 Audit & Accounting	10,440	11,400	11,400	12,000	12,600
45	402-5332-5341.000 Contractual Services	38,009	4,760	8,859	5,253	8,395
46	402-5332-5342.000 Contractual - Waste Water	2,047,978	1,934,869	1,934,869	917,005	2,125,000
47	402-5332-5401.000 Meetings & Conferences		1,200	1,200		1,200
48	402-5332-5411.000 Telephone	2,657	3,179	3,179	1,310	2,396
49	402-5332-5412.000 Postage	9,373	10,600	10,600	6,322	10,000
50	402-5332-5431.000 Utilities	71,922			58	
51	402-5332-5431.001 Utilities - Electricity		54,030	54,030	50,662	63,300
52	402-5332-5431.002 Utilities - Water & Sewer		23,000	23,000	10,164	12,200
53	402-5332-5451.000 Insurance	26,391	28,630	28,630	22,746	46,120
54	402-5332-5462.000 Equipment Maint-Repair	10,497	8,150	20,017	681	19,450
55	402-5332-5463.000 Vehicle Maint-Repair	4,020	4,800	4,800	198	10,000
56	402-5332-5464.000 VEHICLE OPERATION-FUEL	8,918	5,190	5,190	6,096	9,559
57	402-5332-5465.000 Copy Machine					350
58	402-5332-5466.000 Building Maintenance	6,984	7,800	7,800	1,278	7,800
59	402-5332-5469.000 System Maintenance	673,935	1,448,200	2,545,656	867,938	1,468,000
60	402-5332-5491.000 City Hall Indirect Chgs	367,067	438,773	438,773	438,768	328,809
61	402-5332-5511.000 Office Supplies	1,271	3,200	3,200	546	4,000
62	402-5332-5521.000 Operating Supplies	8,171	9,200	9,200	4,549	9,800

**CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024**

			2021-22	2022-23	2022-23	2022-23	2023-24	
			ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	ADOPTED	
GL NUMBER	DESCRIPTION		BUDGET	BUDGET	BUDGET	5/31/2023	BUDGET	
63	402-5332-5524.000	Uniforms & Clothing	949	1,840	1,840	244	2,100	63
64	402-5332-5541.000	Subs, Memberships, Dues	0	1,312	9,646		1,400	64
65	402-5332-5542.000	Training/Education	1,145	4,200	4,200	75	4,400	65
66	OPERATING EXPENDITURES		3,296,650	4,005,533	5,139,623	2,351,036	4,153,079	66
67								
68	CAPITAL							
69	402-5332-5690.000	Contribution to Capital Replacement Plan		64,835	64,835		33,283	69
70	402-5332-5955.000	Current Year Capital Expenditure		2,211,280	2,450,044	1,943	102,000	70
71	CAPITAL		0	2,276,115	2,514,879	1,943	135,283	71
72								
73	DEBT SERVICE							
74	402-5332-5701.000	Debt Service	18,836	59,633	59,633	61,852	58,917	74
75	402-5332-5702.000	Debt Issuance Costs	5,983					75
75	402-5332-5721.000	Interest Payments		4,247	4,247	2,027	3,410	75
76	DEBT SERVICE		24,819	63,880	63,880	63,879	62,327	76
77								
78	DEPRECIATION							
79	402-5332-5992.000	Depreciation Expense	462,253	4,200	4,200		463,000	79
80	402-5332-5994.000	Dep Exp-Furn & Equipment		35,000	35,000			80
81	402-5332-5995.000	Depr Exp - Sewer		380,000	380,000			81
82	402-5332-5997.000	Dep Exp - Sys Imp Proj		7,200	7,200			82
83	402-5332-5998.000	Dep Exp - Buildings		9,800	9,800			83
84	DEPRECIATION		462,253	436,200	436,200	0	463,000	84
85								
86	Totals for dept 5332 - SEWER OPERATIONS		4,220,026	7,196,416	8,569,270	2,686,066	5,259,712	86
87								
88	Totals for 402 - SEWER UTILITY FUND		4,314,132	7,284,734	8,657,588	2,743,851	5,356,539	88

City of Wilton Manors FY24-28 Capital Improvement Program

Sewer Utility Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Sewer Utility Fund	\$ 135,283	\$ 33,949	\$ 34,628	\$ 35,321	\$ 36,027	\$ 275,208
Capital Replacement Plan	-	115,818	50,000	-	-	\$ 165,818
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 135,283	\$ 149,767	\$ 84,628	\$ 35,321	\$ 36,027	\$ 441,026

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 13,000	\$ 24,000	\$ 50,000	\$ -	\$ -	\$ 87,000
Vehicles:	23,000	91,818	-	-	-	\$ 114,818
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	3,000	-	-	-	-	\$ 3,000
Infrastructure	63,000	-	-	-	-	\$ 63,000
Capital Replacement Plan	33,283	33,949	34,628	35,321	36,027	\$ 173,208
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 135,283	\$ 149,767	\$ 84,628	\$ 35,321	\$ 36,027	\$ 441,026

City of Wilton Manors FY24-28 Capital Improvement Program

Sewer Utility Fund

Capital Replacement Plan

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Sewer Utility Fund	\$ 33,283	\$ 33,949	\$ 34,628	\$ 35,321	\$ 36,027	\$ 173,208
Capital Replacement Plan	-	115,818	50,000	-	-	\$ 165,818
Capital Replacement Plan	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 33,283	\$ 149,767	\$ 84,628	\$ 35,321	\$ 36,027	\$ 339,026

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:		\$ 24,000	\$ 50,000	\$ -	\$ -	\$ 74,000
Vehicles:		91,818	-	-	-	\$ 91,818
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure		-	-	-	-	\$ -
Capital Replacement Plan	33,283	33,949	34,628	35,321	36,027	\$ 173,208
TOTAL COSTS:	\$ 33,283	\$ 149,767	\$ 84,628	\$ 35,321	\$ 36,027	\$ 339,026

City of Wilton Manors FY24-28 Capital Improvement Program

**Sewer Utility Fund
Proposed Master Plan Infrastructure**

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Sewer Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Plan	-	-	-	-	-	\$ -
Debt	2,116,130	623,530	3,166,500	4,292,032	-	\$ 10,198,192
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 2,116,130	\$ 623,530	\$ 3,166,500	\$ 4,292,032	\$ -	\$ 10,198,192

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Infrastructure	2,116,130	623,530	3,166,500	4,292,032	-	\$ 10,198,192
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 2,116,130	\$ 623,530	\$ 3,166,500	\$ 4,292,032	\$ -	\$ 10,198,192

**CITY OF WILTON MANORS
FY2024-2028 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
ADOPTED BUDGET**

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Sewer Utility Fund - 402						
2	Truck with Dump Bed(33.3%)	\$23,000					\$23,000
3	Sewer & Stomwater Pipe Camera	\$13,000					\$13,000
4	Two (2) Tablets	\$3,000					\$3,000
5	Municipal Complex Repairs - Additional Funds	\$63,000					\$63,000
6	CRP - Vehicle Replacements		\$91,818				\$91,818
7	CRP - Equipment Replacements			\$50,000			\$50,000
8	CRP HVAC Replacement		\$24,000				\$24,000
9	Contribution to Capital Replacement Plan	\$33,283	\$33,949	\$34,628	\$35,321	\$36,027	\$173,208
10	Total Sewer Utility Fund	\$135,283	\$149,767	\$84,628	\$35,321	\$36,027	\$441,026

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Emergency Management/Utilities		3/15/2023	
Is this a capital request?		Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title		Accounting String	
Pickup Truck with Dump Bed		402-5332-5955.000	

Provide a Detailed Description of the Project
 Purchase of a pickup truck-style vehicle with a dump bed. Specifications will include a one (1) ton payload, standard 2-door cab and V-8 gasoline engine. The dump bed configuration will be either drop-in or direct frame mounted. The total budget of \$69,000 will be split (1/3) each among the Water, Sewer and Drainage Funds.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
 The department is in need of a smaller-sized dump bed vehicle to assist with day-to-day projects in place of, or in tandem with, the department's larger dump truck. The current 2008 Ford F-250 XLT pickup truck has exceeded its useful life cycle and requires repairs and maintenance on a more frequent basis. The standard pickup-style standard bed is not useful in meeting project requirements involving heavy material pick up or delivery.

Explain any Recurring Operating Costs
 Regular fluid and filter maintenance. Potential repairs beyond the standard warranty period.

Alignment to Strategic Plan
 Goal D – Cultivate Efficient and High Performing Government, Key Objective 1 – Identify Operational Efficiencies and Improvements for City departments and Programs.

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
23/24	Vehicle purchase				23,000	23,000
						0
						0
						0
						0
Total Non-Recurring Costs		\$0	\$0	\$0	\$23,000	\$23,000
Recurring Costs						
23/24	Fluids/filters				50	50
24/25	Fluids/filters				50	50
25/26	Fluids/filters				50	50
26/27	Fluids/filters				50	50
27/28	Fluids/filter/tires				300	300
Total Proposed Recurring Costs		\$0	\$0	\$0	\$500	\$500
Recurring Cost per Resident Served		\$0	\$0	\$0	\$0	\$0
Total Costs		\$0	\$0	\$0	\$23,500	\$23,500
Cost per Resident Served		\$0	\$0	\$0	\$2	\$2

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Emergency Management/Utilities		Date Completed 3/15/2023
Is this a capital request?	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title Sewer and Storm Pipe Camera		Accounting String 402-5332-5955.000

Provide a Detailed Description of the Project

Replace the current pipe inspection camera. The camera system includes a cable-mounted camera, reel, monitor and locator sensor.

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

The cable mounted camera is inserted into sewer and storm drain piping to inspect for stoppages and pipe damage. Images are viewed on the monitor and the locator measures how far into the pipe the stoppage or damage occurs. This information is valuable for assessment in order to determine the most appropriate method of repair. The current pipe camera is 13 years old and has surpassed its useful life cycle, and must be replaced.

Explain any Recurring Operating Costs

N/A

Alignment to Strategic Plan

Goal D – Cultivate Efficient and High Performing Government, Key Objective 1 – Identify Operational Efficiencies and Improvements for City departments and Programs.

Cost Analysis

FY	Description	001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
23/24	Purchase pipe camera				13,200	13,200
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$13,200	\$13,200
Recurring Costs						
						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	\$13,200	\$13,200
	Cost per Resident Served	\$0	\$0	\$0	\$1	\$1

City of Wilton Manors, Florida
 New Budget Request Form
 For Fiscal Year 2023-24

Department		Date Completed	
Emergency Management/Utilities		3/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Sewer and Storm Pipe Camera		402-5332-5955.000	

Revenue/Cost Savings Opportunities

Additional Revenues

N/A					0
					0

Cost Savings

Repairs over the next 4 years on the current vehicle				3,000.00	3,000
				0	0

Total Revenue/Cost Savings

					0
					0
				\$3,000	\$3,000
				\$3,000	\$3,000

Net Costs (Cost MINUS Revenue/Cost Savings)

FY 2022-23 Net Cost per Resident Served

				\$10,200	\$10,200
				\$1	\$1

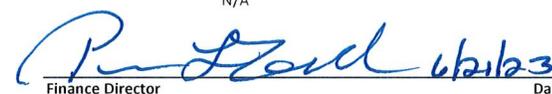
Divisional Reviews Prior to Submission

Technology Needs	Yes/No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Staffing Needs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Approval to Submit to Finance


 Department Head Date 6/15/2023

Finance Director Use Only

Pay Back Period	N/A
Internal Rate of Return	N/A
Net Present Value	N/A
	 Finance Director Date 6/21/23

City Manager Use Only

Add to Recommended Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	 City Manager Date 6/26/23

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department Emergency Management/Utilities		Date Completed 5/16/2023
Is this a capital request?	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Number of Residents to be Served by this Project 11,426
Project Title 50-Year Inspection Repairs		Accounting String 402-5332-5955.000

Provide a Detailed Description of the Project

The project will be used to effect building repairs at the City's Municipal Complex as required in the structural and electrical safety inspection reports prepared by Jaime Ghitelman, P.E. and Smith Engineering Consultants, Inc., respectively. Detailed reports are available upon request.

The cost of \$126,000 will be split 50% Water Fund and 50% Sewer Fund.

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

The project will repair deficiencies due to age and wear in order to provide safe and sound physical assets and working environment for City staff. The repairs will bring the property into compliance as required by Section 110.1S of the Broward County Administrative Code of the Florida Building Code (FBC) and BORA Policy #OSOS for 50-year old buildings.

Explain any Recurring Operating Costs

There will be no recurring cost as a result of this project.

Alignment to Strategic Plan

Goal D – Cultivate Efficient and High Performing Government, Key Objective 1 – Identify Operational Efficiencies and Improvements for City departments and Programs.

Cost Analysis

FY	Description	001 - Operating Fund		300	Other Funds	Totals
		Salaries/Benefits	Other	Capital Funds		
Non-Recurring Costs						
23/24	Building/facility repairs				63,000	63,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$63,000	\$63,000
Recurring Costs						
						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	\$63,000	\$63,000
	Cost per Resident Served	\$0	\$0	\$0	\$6	\$6

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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 60,278	\$ 92,169	\$ 110,471
Personnel Benefits	69,620	55,442	52,546
Operating Expenditures	238,007	672,670	487,690
Capital	-	737,179	47,894
Debt Service	-	-	-
Depreciation	103,225	94,400	103,500
Interfund Transfers	4,990	4,941	4,941
TOTAL DEPARTMENT COST	\$ 476,120	\$ 1,656,801	\$ 807,042

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 450 - DRAINAGE UTILITY FUND						
Dept 5336 - DRAINAGE OPERATIONS						
1	PERSONNEL WAGES					
2	450-5336-5121.000 Salaries - Full Time	56,010	76,982	76,982	34,222	89,185
3	450-5336-5122.000 Curr Lia-Compensated Abs	(1,194)				
4	450-5336-5141.000 Overtime	3,442	12,167	12,167	993	16,166
5	450-5336-5151.000 Cell Phone Stipend	420	420	420	175	960
6	450-5336-5154.000 Duty Pay	1,600	2,600	2,600		4,160
7	PERSONNEL WAGES	60,278	92,169	92,169	35,390	110,471
8						
9	PERSONNEL BENEFITS					
10	450-5336-5211.000 FICA	4,367	5,847	5,847	2,786	6,822
11	450-5336-5221.000 Pension - WM	10,057	4,607	4,607	4,607	8,371
12	450-5336-5222.000 Pension - FRS	6,733	10,901	10,901	4,157	14,109
13	450-5336-5224.000 Pension - GASB 68	24,633				
14	450-5336-5231.000 Life & Health Insurance	23,741	34,087	34,087	10,387	23,244
15	450-5336-5260.000 OTHER POST EMPLOYMENT BENEFITS (OPEB)	89				
16	450-5336-5232.000 Insurance Opt-Out				400	
17	PERSONNEL BENEFITS	69,620	55,442	55,442	22,337	52,546
18						
19	OPERATING EXPENDITURES					
20	450-5336-5311.000 Professional Services	1,799	1,200	13,533		1,200
21	450-5336-5341.000 Contractual Services	34,021	28,270	42,323	6,423	29,330
22	450-5336-5401.000 Meetings & Conferences		1,200	1,200		1,200
23	450-5336-5411.000 Telephone	311	390	390	156	283
24	450-5336-5412.000 Postage		340	340		250
25	450-5336-5451.000 Insurance	3,824	5,438	5,438	4,320	6,741
26	450-5336-5462.000 Equipment Maint-Repair	7,323	11,800	14,020	10,195	17,400
27	450-5336-5463.000 Vehicle Maint-Repair	2,961	3,740	3,740	1,004	9,250
28	450-5336-5464.000 Vehicle Operation - Fuel	6,114	5,580	5,580	3,570	6,479
29	450-5336-5412.000 Copy Machine					350
30	450-5336-5469.000 System Maintenance	14,047	173,200	381,397	241,725	226,500
31	450-5336-5491.000 City Hall Indirect Chgs	164,454	185,986	185,986	185,988	177,067
32	450-5336-5521.000 Operating Supplies	1,419	4,700	4,700	418	5,300
33	450-5336-5524.000 Uniforms & Clothing	809	1,690	1,690	859	1,740
34	450-5336-5541.000 Subs, Memberships, Dues	925	1,000	9,333	500	1,000
35	450-5336-5542.000 Training/Education		3,000	3,000	75	3,600
36	OPERATING EXPENDITURES	238,007	427,534	672,670	455,233	487,690
37						
38	CAPITAL					
39	450-5336-5601.018 CDBG 45th Year Expenditure					
40	450-5336-5690.000 Contribution to Capital Replacement		38,287	38,287		23,394
41	450-5336-5955.000 Current Year Capital Expenditure		179,950	698,892	45,518	24,500
42	CAPITAL	0	218,237	737,179	45,518	47,894
43						
44	DEPRECIATION					
45	450-5336-5992.000 Depreciation Expense	6,272				6,300
46	450-5336-5993.000 Dep Exp -System & Improvements	74,163	70,000	70,000		74,200
47	450-5336-5994.000 Dep Exp - Furn & Equipment	18,800	20,000	20,000		19,000
48	450-5336-5995.000 Dep Exp - Autos & Trucks	3,990	4,400	4,400		4,000
49	DEPRECIATION	103,225	94,400	94,400	0	103,500
50						
51	Totals for dept 5336 - DRAINAGE OPERATIONS	471,130	887,782	1,651,860	558,478	802,101
52						
53	Dept 5881 - INTERFUND TRANSFERS					
54	TRANSFERS OUT					
55	450-5881-5911.000 Operating Transfers Out	4,990	4,941	4,941	4,944	4,941
56	TRANSFERS OUT	4,990	4,941	4,941	4,944	4,941
57						
58	Totals for dept 5881 - INTERFUND TRANSFERS	4,990	4,941	4,941	4,944	4,941
59						
60						
61	TOTAL DRAINAGE FUND EXPENDITURES	476,120	892,723	1,656,801	563,422	807,042

City of Wilton Manors FY24-28 Capital Improvement Program

Drainage Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Drainage Fund	\$ 47,894	\$ 23,862	\$ 24,339	\$ 24,826	\$ 25,322	\$ 146,243
Capital Replacement Plan	-	45,000	-	17,500	-	\$ 62,500
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 47,894	\$ 68,862	\$ 24,339	\$ 42,326	\$ 25,322	\$ 208,743

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ 17,500	\$ -	\$ 17,500
Vehicles:	23,000	45,000	-	-	-	\$ 68,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	1,500	-	-	-	-	\$ 1,500
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	23,394	23,862	24,339	24,826	25,322	\$ 121,743
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 47,894	\$ 68,862	\$ 24,339	\$ 42,326	\$ 25,322	\$ 208,743

City of Wilton Manors FY24-28 Capital Improvement Program

Drainage Fund

Capital Replacement Plan

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Drainage Fund	\$ 23,394	\$ 23,862	\$ 24,339	\$ 24,826	\$ 25,322	\$ 121,743
Capital Replacement Plan	-	45,000	-	17,500	-	\$ 62,500
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 23,394	\$ 68,862	\$ 24,339	\$ 42,326	\$ 25,322	\$ 184,243

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ 17,500	\$ -	\$ 17,500
Vehicles:	-	45,000	-	-	-	\$ 45,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	23,394	23,862	24,339	24,826	25,322	\$ 121,743
TOTAL COSTS:	\$ 23,394	\$ 68,862	\$ 24,339	\$ 42,326	\$ 25,322	\$ 184,243

City of Wilton Manors FY24-28 Capital Improvement Program

Drainage Fund

Proposed Master Plan Infrastructure

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Drainage Fund	\$ -	\$ -	\$ -	\$ -	\$ 318,823	\$ 318,823
Capital Replacement Plan	-	-	-	-	-	\$ -
Debt	497,597	857,346	337,149	108,041	-	\$ 1,800,133
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 497,597	\$ 857,346	\$ 337,149	\$ 108,041	\$ 318,823	\$ 2,118,956

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Infrastructure	497,597	857,346	337,149	108,041	318,823	\$ 2,118,956
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 497,597	\$ 857,346	\$ 337,149	\$ 108,041	\$ 318,823	\$ 2,118,956

**CITY OF WILTON MANORS
 FY2024-2028 FIVE YEAR CAPITAL IMPROVEMENT PLAN
 NEW CAPITAL PROJECTS
 ADOPTED BUDGET**

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Drainage Fund - 450						
2	Truck with Dump Bed(33.4%)	\$23,000					\$23,000
3	One (1) Tablet	\$1,500					\$1,500
4	CRP - Vehicle Replacements		\$45,000				\$45,000
5	CRP - Equipment Replacements				\$17,500		\$17,500
6	Contribution to Capital Replacement Plan	\$23,394	\$23,862	\$24,339	\$24,826	\$25,322	\$121,743
7	Total Drainage Fund	\$47,894	\$68,862	\$24,339	\$42,326	\$25,322	\$208,743

City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24

Department		Date Completed	
Emergency Management/Utilities		3/15/2023	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
Pickup Truck with Dump Bed		450-5336-5955.000	

Provide a Detailed Description of the Project

Purchase of a pickup truck-style vehicle with a dump bed. Specifications will include a one (1) ton payload, standard 2-door cab and V-8 gasoline engine. The dump bed configuration will be either drop-in or direct frame mounted. The total budget of \$69,000 will be split (1/3) each among the Water, Sewer and Drainage Funds.

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

The department is in need of a smaller-sized dump bed vehicle to assist with day-to-day projects in place of, or in tandem with, the department's larger dump truck. The current 2008 Ford F-250 XLT pickup truck has exceeded its useful life cycle and requires repairs and maintenance on a more frequent basis. The standard pickup-style standard bed is not useful in meeting project requirements involving heavy material pick up or delivery.

Explain any Recurring Operating Costs

Regular fluid and filter maintenance. Potential repairs beyond the standard warranty period.

Alignment to Strategic Plan

Goal D – Cultivate Efficient and High Performing Government, Key Objective 1 – Identify Operational Efficiencies and Improvements for City departments and Programs.

Cost Analysis

FY	Description	001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
Non-Recurring Costs						
23/24	Vehicle purchase				23,000	23,000
						0
						0
						0
						0
	Total Non-Recurring Costs	\$0	\$0	\$0	\$23,000	\$23,000
Recurring Costs						
23/24	Fluids/filters				50	50
24/25	Fluids/filters				50	50
25/26	Fluids/filters				50	50
26/27	Fluids/filters				50	50
27/28	Fluids/filter/tires				300	300
	Total Proposed Recurring Costs	\$0	\$0	\$0	\$500	\$500
	Recurring Cost per Resident Served	\$0	\$0	\$0	\$0	\$0
	Total Costs	\$0	\$0	\$0	\$23,500	\$23,500
	Cost per Resident Served	\$0	\$0	\$0	\$2	\$2

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	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 80,493	\$ 100,231	\$ 101,590
Personnel Benefits	76,485	60,360	70,459
Operating Expenditures (b)	3,480,243	3,563,902	4,673,527
Capital	-	10,136	5,136
Debt Service	-	-	-
Depreciation	18,624	18,400	18,700
Interfund Transfers	128,422	98,965	69,516
TOTAL DEPARTMENT COST	\$ 3,784,267	\$ 3,851,994	\$ 4,938,928

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 151 - RECYCLING & SOLID WASTE FUND						
Departments 5334 & 5335 - RECYCLING & SOLID WASTE OPERATIONS						
1	PERSONNEL WAGES					
2	151-5334-5121.000 Salaries - Full Time	78,257	96,930	96,930	59,612	99,297
3	151-5334-5122.000 Curr Lia-Compensated Abs	523	0	0	0	0
4	151-5334-5141.000 Overtime	580	83	83	3,865	63
5	151-5334-5151.000 Cellular Phone Stipend	533	618	618	280	150
6	151-5334-5154.000 Duty Pay	600	2,600	2,600	1,750	2,080
7	PERSONNEL WAGES	80,493	100,231	100,231	65,507	101,590
8						
9	PERSONNEL BENEFITS					
10	151-5334-5211.000 FICA	5,658	7,235	7,235	4,604	7,414
11	151-5334-5221.000 Pension - WM	9,918	10,883	10,883	10,883	10,540
12	151-5334-5222.000 Pension - FRS	8,754	11,499	11,499	7,533	13,102
13	151-5334-5224.000 Pension - GASB 68	24,601	0	0	0	0
14	151-5334-5231.000 Life & Health Insurance	27,486	30,743	30,743	22,478	39,403
15	151-5334-5260.000 Other Post Employment Benefits	68	0	0	0	0
16	PERSONNEL BENEFITS	76,485	60,360	60,360	45,498	70,459
17						
18	Totals for dept 5334 - RECYCLING PERSONNEL	156,978	160,591	160,591	111,005	172,049
19						
20	OPERATING EXPENDITURES					
21	151-5335-5311.000 Professional Services	3,313	0	0	0	0
22	151-5335-5312.000 Legal Services - Attorney	432	4,000	4,000	0	4,000
23	151-5335-5341.000 Contractual Services	3,256,424	3,247,300	3,247,300	2,041,676	4,396,020
24	151-5335-5401.000 Meetings & Conferences	8	1,200	1,200	0	1,200
25	151-5335-5412.000 Postage	0	200	200	0	300
26	151-5335-5431.000 Utilities	306	300	300	229	350
27	151-5335-5451.000 Insurance	3,430	3,739	3,739	2,971	8,935
28	151-5335-5462.000 Equipment Maint-Repair	1,311	2,050	2,050	1,229	2,100
29	151-5335-5463.000 Vehicle Maint-Repair	1,970	1,400	1,400		2,750
30	151-5335-5464.000 Vehicle Operation - Fuel	2,137	2,239	2,239	1,271	2,424
31	151-5335-5466.000 Building Maintenance	347	0	0	0	0
32	151-5335-5471.000 Printing & Binding	325	1,200	1,200		600
33	151-5335-5472.000 Town Crier	16,306	38,956	38,956	21,730	29,648
34	151-5335-5491.000 City Hall Indirect Charges	192,832	219,423	219,423	219,420	220,740
35	151-5335-5521.000 Operating Supplies	43	1,700	1,700	347	2,500
36	151-5335-5524.000 Uniforms & Clothing	659	960	960	246	1,360
37	151-5335-5541.000 Subs, Memberships, Dues	400	300	300	200	300
38	151-5335-5542.000 Training/Education	0	300	300	0	300
39	151-5335-5951.000 Contingencies	0	38,635	38,635	0	0
40	OPERATING EXPENDITURES	3,480,243	3,563,902	3,563,902	2,289,319	4,673,527
41						
42	CAPITAL					
43	151-5335-5690.000 Contribution to Capital Replacement Plan	0	3,636	3,636	0	3,636
44	151-5335-5955.000 Current Year Capital Expenditures	0	0	6,500	2,000	1,500
45	CAPITAL	0	3,636	10,136	2,000	5,136
46						
47	DEPRECIATION					
48	151-5335-5990.000 Depreciation Expense	17,495	17,500	17,500	0	17,500
49	151-5335-5992.000 Depreciation Expense	1,129	900	900	0	1,200
50	DEPRECIATION	18,624	18,400	18,400	0	18,700
51						
52	Totals for dept 5335 - RECYCLING& SOLID WASTE OPERATIONS	3,498,867	3,585,938	3,592,438	2,291,319	4,697,363
53						
54	Dept 5881 - INTERFUND TRANSFERS					
55	TRANSFERS OUT					
56	151-5881-5911.000 Operating Transfers Out	128,422	98,965	98,965	98,964	69,516
57	TRANSFERS OUT	128,422	98,965	98,965	98,964	69,516
58						
59	Totals for dept 5881 - INTERFUND TRANSFERS	128,422	98,965	98,965	98,964	69,516
60						
61	TOTAL RECYCLING & SOLID WASTE FUND EXPENDITURES	3,784,267	3,845,494	3,851,994	2,501,288	4,938,928

City of Wilton Manors FY24-28 Capital Improvement Program

Recycling Fund Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Recycling Fund	\$ 5,136	\$ 3,709	\$ 3,783	\$ 3,859	\$ 3,936	\$ 20,423
Capital Replacement Plan	-	-	-	-	-	\$ -
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 5,136	\$ 3,709	\$ 3,783	\$ 3,859	\$ 3,936	\$ 20,423

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles:	-	-	-	-	-	\$ -
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	1,500					\$ 1,500
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	3,636	3,709	3,783	3,859	3,936	\$ 18,923
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 5,136	\$ 3,709	\$ 3,783	\$ 3,859	\$ 3,936	\$ 20,423

City of Wilton Manors FY24-28 Capital Improvement Program

Recycling Fund

Capital Replacement Plan

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	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:	FY24	FY25	FY26	FY27	FY28	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

**CITY OF WILTON MANORS
 FY2023-2027 FIVE YEAR CAPITAL IMPROVEMENT PLAN
 NEW CAPITAL PROJECTS
 ADOPTED BUDGET**

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Recycling & Solid Waste Fund - 151						
1	One (1) Tablet	\$1,500					\$1,500
2	Contribution to Capital Replacement Plan	\$3,636	\$3,709	\$3,783	\$3,859	\$3,936	\$18,923
3	Total Recycling and Solid Waste Fund	\$5,136	\$3,709	\$3,783	\$3,859	\$3,936	\$20,423

PARKING FUND

The City is committed to increasing access to the Arts & Entertainment District along Wilton Drive by either increasing the amount of parking available or providing alternative transportation reduce the need for parking.

The City conducts a paid parking program utilizing metered street parking and City-owned lots. Paid parking at metered spots operates from 5:00 am to 3:00 am every day. Parking in City-owned lots is free until 6:00 pm. Paid parking in City-owned lots operates from 6:00 pm to 3:00 am. Parking can be paid for at meters / pay stations with cash or credit/debit cards or though the mobile app ParkMobile. Management of the City's parking program is contracted out to a commercial vendor. The City's Finance Director acts as Contract Administrator.

The City provides ride-sharing discounts through Uber and Lyft on Thursday, Fridays and Saturday nights from 5:00 pm to 12:00 am. The ride share discounts provide the rider a \$5.00 voucher to apply to any Uber or Lyft ride to or from Wilton Drive.

In late September 2022, the City introduced a first mile/last mile shuttle program. Utilizing fully electric vehicles, the program provides point-to-point, on demand rides to and from anywhere within the city limits of Wilton Manors. The program is app driven and operates similar to other ride share apps.

The program operates three (3) vehicles that seats up to five (5) passengers as well as, one (1) wheel chair accessible vehicle on an as needed basis. Riders pay \$2.00 per ride per rider. The program is operated by a commercial vendor. The City's Finance Director acts as Contract administrator.

DEPARTMENTAL BUDGET SUMMARY
PARKING FUND

Type of Budgeted Expenditure	FY21-22 Actual Expenditures	FY22-23 Amended Budget	FY23-24 Adopted Budget
Personnel Wages	\$ 7,361	\$ 7,385	\$ 8,052
Personnel Benefits	6,419	4,265	4,666
Operating Expenditures	651,359	935,712	1,106,698
Capital	-	20,238	32,238
Debt Service	35,863	92,305	91,671
Depreciation	42,103	44,000	42,200
Interfund Transfers	9,064	8,975	8,975
TOTAL DEPARTMENT COST	\$ 752,169	\$ 1,112,880	\$ 1,294,500

PERSONNEL POSITIONS	Fiscal Year 22-23		Fiscal Year 23-24	
	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 2023-2024**

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
Fund 406 - PARKING FUND						
Dept 5450 - PARKING						
1	PERSONNEL WAGES					
2	406-5450-5121.000 Salaries - Full Time	6,953	7,349	7,349	4,823	8,016
3	406-5450-5122.000 Curr Lia-Compensated Abs	144				
4	406-5450-5151.000 Cell Phone Stipend	264	36	36	480	36
5	PERSONNEL WAGES	7,361	7,385	7,385	5,303	8,052
6						
7	PERSONNEL BENEFITS					
8	406-5450-5211.000 FICA	598	554	554	401	554
9	406-5450-5221.000 Pension - WM	864	823	823	823	799
10	406-5450-5222.000 Pension - FRS	2,023	2,360	2,360	1,489	2,691
11	406-5450-5224.000 Pension - GASB 68	2,327				
12	406-5450-5231.000 Life & Health Insurance	587	528	528	422	622
13	406-5450-5260.000 Other Post Employment Benefits	20				
14	PERSONNEL BENEFITS	6,419	4,265	4,265	3,135	4,666
15						
16	OPERATING EXPENDITURES					
17	406-5450-5341.000 Contractual Services	119,548	340,000	340,000	200,274	355,000
18	406-5450-5343.000 Contractual Services	437,817	316,400	316,400	20,830	479,400
19	406-5450-5411.000 Telephone	1,299	1,350	1,350	1,140	1,501
20	406-5450-5431.000 Utilities	5,024			168	
21	406-5450-5431.001 Utilities - Electricity		1,480	1,480	1,894	1,900
22	406-5450-5431.002 Utilities - Water & Sewer		1,470	1,470	2,013	3,700
23	406-5450-5451.000 Insurance	547	435	435	346	467
24	406-5450-5462.000 Equipment Maint-Repair	428	5,000	5,000		1,000
25	406-5450-5463.000 Vehicle Maint-Repair	1,022	3,000	3,000		1,000
26	406-5450-5464.000 Vehicle Operation - Fuel	95	322	322	17	109
27	406-5450-5467.001 Grounds Maintnace	9,858	12,000	20,200	4,013	15,000
28	406-5450-5485.000 Ride Sharing Incentives	14,550	19,200	19,200	16,276	20,000
29	406-5450-5491.000 City Hall Indirect Charges	60,790	46,611	46,611	46,608	65,853
30	406-5450-5511.000 Office Supplies		500	500		
31	406-5450-5521.000 Operating Supplies	381	10,000	10,000	1,610	1,000
32	406-5450-5541.000 Subs, Memberships, Dues		600	600		
33	406-5450-5542.000 Training & Education		500	500		
34	406-5450-5951.000 Contingencies		168,644	168,644		160,768
35	OPERATING EXPENDITURES	651,359	927,512	935,712	295,189	1,106,698
36						
37	CAPITAL					
38	406-5450-5690.000 Contribution to Capital Replacement Plam		20,238	20,238		20,238
39	406-5450-5955.000 Current Year Capital Expenditure					12,000
40	CAPITAL	0	20,238	20,238	0	32,238
41						
42	DEBT SERVICE					
43	406-5450-5702.000 Debt Issuance Costs	8,646				
44	406-5450-5711.000 Principal Payments		86,168	86,168	86,168	86,656
45	406-5450-5721.000 Interest Payments	27,217	6,137	6,137	6,136	5,015
46	DEBT SERVICE	35,863	92,305	92,305	92,304	91,671
47						
48	DEPRECIATION					
49	406-5450-5992.000 Depreciation Expense	42,103	44,000	44,000		42,200
50	DEPRECIATION	42,103	44,000	44,000	0	42,200
51						
52	Totals for dept 5450 - PARKING	743,105	1,095,705	1,103,905	395,931	1,285,525

CITY OF WILTON MANORS
ANNUAL EXPENDITURE ESTIMATES
FISCAL YEAR 2023-2024

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 ACTIVITY 5/31/2023	2023-24 ADOPTED BUDGET
53						
54	Dept 5881 - INTERFUND TRANSFERS					
55	TRANSFERS OUT					
56	406-5881-5911.000 Operating Transfers Out	9,064	8,975	8,975	8,976	8,975
57	TRANSFERS OUT	9,064	8,975	8,975	8,976	8,975
58						
59	Totals for dept 5881 - INTERFUND TRANSFERS	9,064	8,975	8,975	8,976	8,975
60						
61						
62	TOTAL PARKING FUND EXPENDITURES	752,169	1,104,680	1,112,880	404,907	1,294,500

City of Wilton Manors FY24-28 Capital Improvement Program

Parking Fund Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Parking Fund	\$ 20,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 105,320
Capital Replacement Plan	12,000				-	\$ 12,000
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 32,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 117,320

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -				\$ -	\$ -
Vehicles:	12,000	-	-	-	-	\$ 12,000
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:	\$ 32,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 117,320

City of Wilton Manors FY24-28 Capital Improvement Program

Parking Fund

Capital Replacement Plan

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Parking Fund	\$20,238	\$20,643	\$21,056	\$21,477	\$21,906	\$ 105,320
Capital Replacement Plan	12,000	-	-	-	-	\$ 12,000
	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 32,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 117,320

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	-	-	-	-	-	\$ -
Vehicles:	12,000	-	-	-	-	\$ 12,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	20,238	20,643	21,056	21,477	21,906	\$ 105,320
TOTAL COSTS:	\$ 32,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 117,320

**CITY OF WILTON MANORS
 FY2024-2028 FIVE YEAR CAPITAL IMPROVEMENT PLAN
 NEW CAPITAL PROJECTS
 ADOPTED BUDGET**

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Parking Fund - 406						
2	CRP Replace 2008 Club Car Golf Cart	\$12,000					\$12,000
3	Contribution to Capital Replacement Plan	\$20,238	\$20,643	\$21,056	\$21,477	\$21,906	\$105,320
4	Total Parking Fund	\$32,238	\$20,643	\$21,056	\$21,477	\$21,906	\$117,320

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
Parking		16-Mar	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
CRP - Replace 2008 Club Car Golf Cart		406-5450-5641.000	

Provide a Detailed Description of the Project
 Replace the 15 year old golf cart used by parking staff for collections and meter repairs.

Provide a Detailed Explanation of Why the Project is Needed and What Benefits Will be Derived from this Project
 The current golf car is 15 years old and is breaking down regularly. This golf cart is used to collect coins from meters/pay stations as well as to carry tools and parts for meter repairs and placement. It is also heavily used by parking staff during street festivals, such as Stonewall and Wicked Manors. It is due for replacement in the CRP.

Explain any Recurring Operating Costs

Alignment to Strategic Plan
 Goal A. Advance Infrastructure Improvements; Goal D. Cultivate Efficient and High Performing Government.

Cost Analysis		001 - Operating Fund		300		Totals
		Salaries/Benefits	Other	Capital Funds	Other Funds	
FY	Description					
Non-Recurring Costs						
23-24	Golf Cart Cub car				12,000	12,000
						0
						0
						0
						0
Total Non-Recurring Costs		\$0	\$0	\$0	\$12,000	\$12,000
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	\$0	\$12,000	\$12,000
Cost per Resident Served		\$0	\$0	\$0	\$1	\$1

**City of Wilton Manors, Florida
New Budget Request Form
For Fiscal Year 2023-24**

Department		Date Completed	
Parking		16-Mar	
Is this a capital request?	Yes	No	Number of Residents to be Served by this Project
	<input type="checkbox"/>	<input type="checkbox"/>	
Project Title		Accounting String	
CRP - Replace 2008 Club Car Golf Cart		406-5450-5641.000	

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	\$12,000	\$12,000
-----	-----	-----	----------	----------

FY 2022-23 Net Cost per Resident Served

\$0	\$0	\$0	\$1	\$1
-----	-----	-----	-----	-----

Divisional Reviews Prior to Submission

Technology Needs Yes/No

Staffing Needs Yes/No

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



FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

FY2024 – FY2028



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
FY2024-2028 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
GOVERNMENTAL FUNDS							
CAPITAL PROJECTS FUND							
1	Information Technology - 5117						
2	CRP Annual PC Replacements	\$41,250	\$42,000	\$42,000	\$42,000	\$42,000	\$209,250
3	IT Master Plan Recommendations	\$38,040					\$38,040
4	Cybersecurity - Redundancy & Disaster Recovery Improvements	\$150,000					\$150,000
5	Access Control System Upgrade	\$18,900					\$18,900
6	City Hall Audio Visual Upgrade Project	\$50,000					\$50,000
7	BS&A Web Migration	\$75,230					\$75,230
8	Meraki WiFi Access Points		\$6,500				\$6,500
9	Total Information Technology	\$373,420	\$48,500	\$42,000	\$42,000	\$42,000	\$547,920
10							
11	City-Wide - 5119						
12	CRP - HVAC Replacements			\$10,000	\$90,000		\$100,000
13	CRP - Roof Replacements			\$345,000			\$345,000
14	CRP - Painting		\$15,300		\$30,000		\$45,300
15	CRP - Carpet Replacements		\$10,200				\$10,200
16	Total City-Wide	\$0	\$25,500	\$355,000	\$120,000	\$0	\$500,500
17							
18	Police Department - 5222						
19	CRP Replace Three (3) Marked Units	\$179,850					\$179,850
20	CRP Replace Two (2) Unmarked Vehicles	\$81,600					\$81,600
21	CRP Replace Police Radios	\$253,000					\$253,000
22	PD Fitness Room & Gym Maintenance	\$6,700					\$6,700
23	Ipdas for Code Compliance	\$4,115					\$4,115
24	Refrigerator - 1st Floor Kitchen	\$1,200					\$1,200
25	Mobile Printers - Code Compliance	\$2,700					\$2,700
26	Two (2) Marked Units	\$119,900					\$119,900
27	Refrigerated Evidence Locker Replacement	\$12,900					\$12,900
28	Ten Solar Stop Signs	\$15,000					\$15,000
29	Two (2) Vehicle Wraps	\$6,000			\$8,000		\$14,000
30	Real-time Video Surveillance Solutions - Updating current City Hall System	\$100,000					\$100,000
31	New Code Vehicle		\$36,500				\$36,500
32	Digital Key Management System		\$9,750				\$9,750
33	Multi-media Shredder	\$2,500					\$2,500
34	Code Compliance Work Station	\$4,250					\$4,250
35	CRP - Vehicle Replacements	\$388,982	\$370,488	\$370,488	\$342,476	\$194,676	\$1,296,622
36	CRP - Equipment Replacements	\$6,300				\$54,700	\$61,000
37	Total Police Department	\$782,965	\$448,282	\$370,488	\$350,476	\$249,376	\$2,201,587
38							
39	Community Development Services - 5224						
40	Vehicle - Zoning Inspections	\$35,000					\$35,000
41	Add'l Add On for Broward Complete Streets for N Andrews Ave	\$100,000					\$100,000
42	Total Community Development Services	\$135,000	\$0	\$0	\$0	\$0	\$135,000
43							
44	Public Services - 5440						
45	CRP Duty Truck #14-4551	\$45,000					\$45,000
46	Total Public Services	\$45,000	\$0	\$0	\$0	\$0	\$45,000
47							
48	Library - 5771						
49	Books	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
50	CRP - Carept Replacement		\$18,360				\$18,360
51	Total Library	\$35,000	\$53,360	\$35,000	\$35,000	\$35,000	\$193,360
52							
53	Recreation - 5772						
54	CRP - Vehicle Replacements					\$70,000	\$70,000
55	Total Recreation	\$0	\$0	\$0	\$0	\$70,000	\$70,000
56							
57	Parks & Facilities - 5779						
58	CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9593)	\$55,000					\$55,000
59	CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9594)	\$55,000					\$55,000
60	CRP Courier Vehicle Replacement	\$35,000					\$35,000
61	CRP Replace 2013 Ford F-150	\$35,000					\$35,000
62	Colohatchee K9 Grass	\$150,000					\$150,000
63	ICPP Playground Replacement	\$150,000					\$150,000
64	CRP Barge Replacement	\$32,000					\$32,000
65	Add'l Funding for Barge Replacement	\$43,000					\$43,000
66	ICPP Roof Replacement	\$320,000					\$320,000
67	Colohatchee Expansion Parking Area & Entrance	\$400,000					\$400,000
68	Fire & Burglar Alarm System - Update & Consolidate	\$30,597					\$30,597
69	CRP - Vehicle Replacements		\$40,000	\$50,000		\$80,000	\$170,000
70	CRP -HVAC Replacements			\$9,250	\$7,000	\$87,750	\$104,000
71	CRP - Equipment Replacements		\$6,000	\$6,000	\$26,000	\$51,000	\$89,000
72	Total Parks & Facilities	\$1,305,597	\$46,000	\$65,250	\$33,000	\$218,750	\$1,668,597
73	Contribution to Capital Replacement Plan	\$500,372	\$510,379	\$520,587	\$530,999	\$541,619	\$2,603,956
74	Total Capital Improvement Fund	\$3,177,354	\$1,132,021	\$1,388,325	\$1,111,475	\$1,156,745	\$7,965,920
75							

CITY OF WILTON MANORS
FY2024-2028 FIVE YEAR CAPITAL IMPROVEMENT PLAN
NEW CAPITAL PROJECTS
RECOMMENDED BUDGET

Line #	Project Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
76	Fire Fund - 155						
77	Electric Vehicle Charging Station at Fire Station 16		\$50,000				\$50,000
78	Perimeter Fencing		\$50,000				\$50,000
79	Resurface Parking Lot			\$30,000	\$30,000		\$60,000
80	CRP - HVAC Replacement					\$37,500	\$37,500
81	Contribution to Capital Replacement Plan	\$21,325	\$21,752	\$22,187	\$22,630	\$23,083	\$110,977
82	Total Fire Fund	\$21,325	\$121,752	\$52,187	\$52,630	\$60,583	\$308,477
83							
84	Road Improvement Fund - 163						
85	Westside Traffic Calming Installation	\$120,000					\$120,000
86	Contribution to Capital Replacement Plan	\$769	\$784	\$800	\$816	\$832	\$4,001
87	Total Road Fund	\$120,769	\$784	\$800	\$816	\$832	\$124,001
88							
89							
90	Total Governmental Funds	\$3,319,448	\$1,254,557	\$1,441,312	\$1,164,921	\$1,218,160	\$8,398,398
91							
92	ENTERPRISE FUNDS						
93							
94	Recycling & Solid Waste Fund - 151						
95	One (1) Tablet	\$1,500					\$1,500
96	Contribution to Capital Replacement Plan	\$3,636	\$3,709	\$3,783	\$3,859	\$3,936	\$18,923
97	Total Recycling and Solid Waste Fund	\$5,136	\$3,709	\$3,783	\$3,859	\$3,936	\$20,423
98							
99	Water Utility Fund - 401						
100	Truck with Dump Bed(33.3%)	\$23,000					\$23,000
101	One (1) Tablet	\$1,500					\$1,500
102	Municipal Complex Repairs - Additional Funds	\$63,000					\$63,000
103	CRP - Vehicle Replacements		\$46,818			\$40,000	\$86,818
104	CRP - Equipment Replacements				\$78,224		\$78,224
105	CRP HVAC Replacement		\$12,000				\$12,000
106	Contribution to Capital Replacement Plan	\$85,271	\$86,976	\$88,716	\$90,490	\$92,300	\$443,753
107	Total Water Utility Fund	\$172,771	\$145,794	\$88,716	\$168,714	\$132,300	\$708,295
108							
109	Sewer Utility Fund - 402						
110	Truck with Dump Bed(33.3%)	\$23,000					\$23,000
111	Sewer & Stomwater Pipe Camera	\$13,000					\$13,000
112	Two (2) Tablets	\$3,000					\$3,000
113	Municipal Complex Repairs - Additional Funds	\$63,000					\$63,000
114	CRP - Vehicle Replacements		\$91,818				\$91,818
115	CRP - Equipment Replacements			\$50,000			\$50,000
116	CRP HVAC Replacement		\$24,000				\$24,000
117	Contribution to Capital Replacement Plan	\$33,283	\$33,949	\$34,628	\$35,321	\$36,027	\$173,208
118	Total Sewer Utility Fund	\$135,283	\$149,767	\$84,628	\$35,321	\$36,027	\$441,026
119							
120	Parking Fund - 406						
121	CRP Replace 2008 Club Car Golf Cart	\$12,000					\$12,000
122	Contribution to Capital Replacement Plan	\$20,238	\$20,643	\$21,056	\$21,477	\$21,906	\$105,320
123	Total Parking Fund	\$32,238	\$20,643	\$21,056	\$21,477	\$21,906	\$117,320
124							
125	Drainage Fund - 450						
126	Truck with Dump Bed(33.4%)	\$23,000					\$23,000
127	One (1) Tablet	\$1,500					\$1,500
128	CRP - Vehicle Replacements		\$45,000				\$45,000
129	CRP - Equipment Replacements				\$17,500		\$17,500
130	Contribution to Capital Replacement Plan	\$23,394	\$23,862	\$24,339	\$24,826	\$25,322	\$121,743
131	Total Drainage Fund	\$47,894	\$68,862	\$24,339	\$42,326	\$25,322	\$208,743
132							
133	Total Enterprise Funds	\$393,322	\$388,775	\$222,522	\$271,697	\$219,491	\$1,495,807
134							
135	GRAND TOTALS	\$3,712,770	\$1,643,332	\$1,663,834	\$1,436,618	\$1,437,651	\$9,894,205

**Capital Improvement Program
2023-2024 Major Capital Projects**

	Amount
Vehicles, Equipment & Technology	
CRP - PC / Laptop Replacement Plan	\$ 41,250
IT Master Plan recommendations	38,040
Cybersecurity - Redundacy & Disaster Recovery Improvements	150,000
Access Control System Upgrade	18,900
City Hall Audio Visual Upgrade Project	50,000
BS&A Web Migration	75,230
CRP Replace Three (3) Marked Units and One (1) K9 Marked Unit	245,050
CRP Replace Two (2) Unmarked Vehicles	81,600
CRP Replace Police Radios	253,000
PD Fitness Room & Gym Maintenance	6,700
Two (2) Marked Units	119,900
Refrigerated Evidence Locker Replacement	12,900
Ten Solar Stop Signs	15,000
Real-time Video Surveillance Solutions - Updating current City Hall System	100,000
Vehicle - Zoning Inspections	35,000
CRP Duty Truck #14-4551	45,000
CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9593)	55,000
CRP Replace 2014 Ford 15 Passenger Van (Tag #XD9594)	55,000
CRP Courier Vehicle Replacement	35,000
CRP Replace 2013 Ford F-150	35,000
Fire & Burglar Alarm System - Update & Consolidate	30,597
Truck with Dump Bed	69,000
Sewer & Stormwater Pipe Camera	13,000
CRP Replace 2008 Club Car Golf Cart	12,000
Total Vehicles, Equipment & Technology	1,592,167
Facility Repairs/Improvements	
Colohatchee K9 Grass	150,000
ICPP Playground Replacement	150,000
ICPP Roof Replacement	320,000
Colohatchee Expansion Parking Area & Entrance	400,000
Westside Traffic Calming Installation	120,000
Municipal Complex Repairs - Additional Funds	126,000
Facility Repairs/Improvements	1,266,000
Others	
Add'l Add On for Broward Complete Streets for N Andrews Ave	100,000
Library Books	35,000
Others	135,000
Total Major Projects	\$ 2,993,167

City of Wilton Manors FY24-28 Capital Improvement Program

Citywide Summary

All Funds

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Individual Fund Resources	\$ 2,888,070	\$ 896,554	\$ 781,096	\$ 803,418	\$ 780,025	\$ 6,149,163
Capital Replacement Plan	824,700	746,778	882,738	633,200	657,626	\$ 3,745,042
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 3,712,770	\$ 1,643,332	\$ 1,663,834	\$ 1,436,618	\$ 1,437,651	\$ 9,894,205

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 497,800	\$ 169,160	\$ 420,250	\$ 218,724	\$ 230,950	\$ 1,536,884
Vehicles:	728,350	649,118	420,488	350,476	384,676	\$ 2,533,108
Plans, Studies, Engineering & Architecture:	-	4,250	-	-	-	\$ 4,250
Computers & Technology:	416,135	58,250	42,000	42,000	42,000	\$ 600,385
Infrastructure	1,347,197	-	30,000	30,000	-	\$ 1,407,197
Capital Replacement Plan	688,288	702,054	716,096	730,418	745,025	\$ 3,581,881
Other:	35,000	60,500	35,000	65,000	35,000	\$ 230,500
TOTAL COSTS:	\$ 3,712,770	\$ 1,643,332	\$ 1,663,834	\$ 1,436,618	\$ 1,437,651	\$ 9,894,205

City of Wilton Manors FY24-28 Capital Improvement Program

Capital Improvements Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Capital Improvements Fund	\$ 2,364,654	\$ 604,879	\$ 555,587	\$ 573,999	\$ 576,619	\$ 4,675,738
Capital Replacement Plan	812,700	527,142	832,738	537,476	580,126	\$ 3,290,182
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 3,177,354	\$ 1,132,021	\$ 1,388,325	\$ 1,111,475	\$ 1,156,745	\$ 7,965,920

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 484,800	\$ 33,160	\$ 370,250	\$ 123,000	\$ 193,450	\$ 1,204,660
Vehicles:	647,350	465,482	420,488	350,476	344,676	\$ 2,228,472
Plans, Studies, Engineering & Architecture:	-	4,250	-	-	-	\$ 4,250
Computers & Technology:	408,635	58,250	42,000	42,000	42,000	\$ 592,885
Infrastructure	1,101,197	-	-	-	-	\$ 1,101,197
Capital Replacement Plan	500,372	510,379	520,587	530,999	541,619	\$ 2,603,956
Other:	35,000	60,500	35,000	65,000	35,000	\$ 230,500
TOTAL COSTS:	\$ 3,177,354	\$ 1,132,021	\$ 1,388,325	\$ 1,111,475	\$ 1,156,745	\$ 7,965,920

City of Wilton Manors FY24-28 Capital Improvement Program

Fire Assessment Fund Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Fire Assessment Fund	\$ 21,325	\$ 121,752	\$ 52,187	\$ 52,630	\$ 23,083	\$ 270,977
Capital Replacement Plan	-	-	-	-	37,500	\$ 37,500
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 21,325	\$ 121,752	\$ 52,187	\$ 52,630	\$ 60,583	\$ 308,477

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ 100,000	\$ -	\$ -	\$ 37,500	\$ 137,500
Vehicles:	-	-	-	-	-	\$ -
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	-	-	-	-	-	\$ -
Infrastructure	-	-	30,000	30,000	-	\$ 60,000
Capital Replacement Plan	21,325	21,752	22,187	22,630	23,083	\$ 110,977
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 21,325	\$ 121,752	\$ 52,187	\$ 52,630	\$ 60,583	\$ 308,477

City of Wilton Manors FY24-28 Capital Improvement Program

Road Improvement Fund Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Road Improvement Fund	\$ 120,769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 124,001
Capital Replacement Plan						\$ -
Grants						\$ -
Other						\$ -
TOTAL SOURCES:	\$ 120,769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 124,001

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles:						\$ -
Plans, Studies, Engineering & Architecture:						\$ -
Computers & Technology:						\$ -
Infrastructure	120,000					\$ 120,000
Capital Replacement Plan	769	784	800	816	832	\$ 4,001
Other:						\$ -
TOTAL COSTS:	\$ 120,769	\$ 784	\$ 800	\$ 816	\$ 832	\$ 124,001

City of Wilton Manors FY24-28 Capital Improvement Program

Water Utility Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Water Utility Fund	\$ 172,771	\$ 86,976	\$ 88,716	\$ 90,490	\$ 92,300	\$ 531,253
Capital Replacement Plan	-	58,818		78,224	40,000	\$ 177,042
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 172,771	\$ 145,794	\$ 88,716	\$ 168,714	\$ 132,300	\$ 708,295

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ 12,000	\$ -	\$ 78,224		\$ 90,224
Vehicles:	23,000	46,818	-	-	40,000	\$ 109,818
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	1,500	-	-	-	-	\$ 1,500
Infrastructure	63,000	-	-	-	-	\$ 63,000
Capital Replacement Plan	85,271	86,976	88,716	90,490	92,300	\$ 443,753
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 172,771	\$ 145,794	\$ 88,716	\$ 168,714	\$ 132,300	\$ 708,295

City of Wilton Manors FY24-28 Capital Improvement Program

Sewer Utility Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Sewer Utility Fund	\$ 135,283	\$ 33,949	\$ 34,628	\$ 35,321	\$ 36,027	\$ 275,208
Capital Replacement Plan	-	115,818	50,000	-	-	\$ 165,818
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 135,283	\$ 149,767	\$ 84,628	\$ 35,321	\$ 36,027	\$ 441,026

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ 13,000	\$ 24,000	\$ 50,000	\$ -	\$ -	\$ 87,000
Vehicles:	23,000	91,818	-	-	-	\$ 114,818
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	3,000	-	-	-	-	\$ 3,000
Infrastructure	63,000	-	-	-	-	\$ 63,000
Capital Replacement Plan	33,283	33,949	34,628	35,321	36,027	\$ 173,208
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 135,283	\$ 149,767	\$ 84,628	\$ 35,321	\$ 36,027	\$ 441,026

City of Wilton Manors FY24-28 Capital Improvement Program

Recycling Fund Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Recycling Fund	\$ 5,136	\$ 3,709	\$ 3,783	\$ 3,859	\$ 3,936	\$ 20,423
Capital Replacement Plan	-	-	-	-	-	\$ -
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 5,136	\$ 3,709	\$ 3,783	\$ 3,859	\$ 3,936	\$ 20,423

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles:	-	-	-	-	-	\$ -
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	1,500					\$ 1,500
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	3,636	3,709	3,783	3,859	3,936	\$ 18,923
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 5,136	\$ 3,709	\$ 3,783	\$ 3,859	\$ 3,936	\$ 20,423

City of Wilton Manors FY24-28 Capital Improvement Program

Drainage Fund

Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Drainage Fund	\$ 47,894	\$ 23,862	\$ 24,339	\$ 24,826	\$ 25,322	\$ 146,243
Capital Replacement Plan	-	45,000	-	17,500	-	\$ 62,500
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 47,894	\$ 68,862	\$ 24,339	\$ 42,326	\$ 25,322	\$ 208,743

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -	\$ -	\$ -	\$ 17,500	\$ -	\$ 17,500
Vehicles:	23,000	45,000	-	-	-	\$ 68,000
Plans, Studies, Engineering & Architecture:	-	-	-	-	-	\$ -
Computers & Technology:	1,500	-	-	-	-	\$ 1,500
Infrastructure	-	-	-	-	-	\$ -
Capital Replacement Plan	23,394	23,862	24,339	24,826	25,322	\$ 121,743
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 47,894	\$ 68,862	\$ 24,339	\$ 42,326	\$ 25,322	\$ 208,743

City of Wilton Manors FY24-28 Capital Improvement Program

Parking Fund Fund Summary

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Parking Fund	\$ 20,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 105,320
Capital Replacement Plan	12,000				-	\$ 12,000
Grants	-	-	-	-	-	\$ -
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 32,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 117,320

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Equipment/Furnishings:	\$ -				\$ -	\$ -
Vehicles:	12,000	-	-	-	-	\$ 12,000
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:	\$ 32,238	\$ 20,643	\$ 21,056	\$ 21,477	\$ 21,906	\$ 117,320

City of Wilton Manors FY24-28 Capital Improvement Program

**Water Utility Fund
Proposed Master Plan Infrastructure**

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Water Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Plan	-	-	-	-	-	\$ -
Debt	1,900,030	1,305,390	318,900	2,621,250		\$ 6,145,570
Other		-	-	-	4,009,990	\$ 4,009,990
TOTAL SOURCES:	\$ 1,900,030	\$ 1,305,390	\$ 318,900	\$ 2,621,250	\$ 4,009,990	\$ 10,155,560

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Infrastructure	1,900,030	1,305,390	318,900	2,621,250	4,009,990	\$ 10,155,560
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 1,900,030	\$ 1,305,390	\$ 318,900	\$ 2,621,250	\$ 4,009,990	\$ 10,155,560

City of Wilton Manors FY24-28 Capital Improvement Program

**Sewer Utility Fund
Proposed Master Plan Infrastructure**

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Sewer Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Plan	-	-	-	-	-	\$ -
Debt	2,116,130	623,530	3,166,500	4,292,032	-	\$ 10,198,192
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 2,116,130	\$ 623,530	\$ 3,166,500	\$ 4,292,032	\$ -	\$ 10,198,192

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Infrastructure	2,116,130	623,530	3,166,500	4,292,032	-	\$ 10,198,192
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 2,116,130	\$ 623,530	\$ 3,166,500	\$ 4,292,032	\$ -	\$ 10,198,192

City of Wilton Manors FY24-28 Capital Improvement Program

Drainage Fund

Proposed Master Plan Infrastructure

FUNDING SOURCES:	FY24	FY25	FY26	FY27	FY28	TOTAL
Drainage Fund	\$ -	\$ -	\$ -	\$ -	\$ 318,823	\$ 318,823
Capital Replacement Plan	-	-	-	-	-	\$ -
Debt	497,597	857,346	337,149	108,041	-	\$ 1,800,133
Other	-	-	-	-	-	\$ -
TOTAL SOURCES:	\$ 497,597	\$ 857,346	\$ 337,149	\$ 108,041	\$ 318,823	\$ 2,118,956

COSTS PER FISCAL YEAR:	FY24	FY25	FY26	FY27	FY28	TOTAL
Infrastructure	497,597	857,346	337,149	108,041	318,823	\$ 2,118,956
Other:	-	-	-	-	-	\$ -
TOTAL COSTS:	\$ 497,597	\$ 857,346	\$ 337,149	\$ 108,041	\$ 318,823	\$ 2,118,956

City of Wilton Manors
FY 2023-27 Capital Replacement Plan

REVISED 8/23/2023

Summary Of Funding Needs For All Funds:		Total Current Replacement Cost	Annual Replacement Share	9/30/22 Committed Fund Balance or Restricted Net Assets	Added in FY23	Estimated Amount Used in FY23	FY23 Year-End Committed Fund Balance or Restricted Net Assets	Average # of Years for Replacement	FY24 Contribution Requirement	FY24 Withdrawal From Capital Replacement Plan	Estimated FY24 Year-End Committed Fund Balance
300	Capital Imp Fund:	300	3,681,966	500,372	775,388	463,475	479,120	7	500,372	(812,700)	447,415
151	Recycling Fund:	151	40,000	3,636	15,000	3,636	-	11	3,636	-	22,272
155	Fire Fund:	155	302,500	21,325	3,500	14,325	-	14	21,325	-	39,150
163	Road Fund:	163	10,000	769	16,500	16,198	108,000	13	769	-	(74,533)
401 & 402	W&S Utilities Fund:	401	1,569,042	118,554	663,975	129,670	160,500	13	118,554	-	751,699
406	Parking Fund:	406	422,818	20,238	144,200	20,238	-	21	20,238	(12,000)	172,676
450	Drainage Fund:	450	321,735	23,394	182,524	38,287	160,500	14	23,394	-	83,705
			6,348,061	688,288		685,829	908,120	9	688,288	(824,700)	1,442,384

City of Wilton Manors
Capital Replacement Plan

		FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	
300	Capital Imp Fund:			Calculated Annual Replacement Share:				500,372		Required Annual Replacement Share:			500,372
	Beginning Balance:	759,743	447,415	407,452	137,301	172,824	176,317	344,448	799,434	1,368,204	1,929,470	2,527,461	
	Annual Contribution:	500,372	510,379	520,587	530,999	541,619	552,451	563,500	574,770	586,266	597,991	609,951	
	Annual Purchases:	812,700	550,342	790,738	495,476	538,126	384,320	108,514	6,000	25,000	-	-	
	Year-End Balance:	447,415	407,452	137,301	172,824	176,317	344,448	799,434	1,368,204	1,929,470	2,527,461	3,137,411	
				Minimum Year-End Balance:				137,301		Maximum Year-End Balance:			3,137,411
151	Recycling Fund:			Calculated Annual Replacement Share:				3,636		Required Annual Replacement Share:			3,636
	Beginning Balance:	18,636	17,825	21,534	25,317	29,175	33,111	37,125	1,220	5,397	9,657	14,002	
	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:	22,272	21,534	25,317	29,175	33,111	37,125	1,220	5,397	9,657	14,002	18,434	
				Minimum Year-End Balance:				1,220		Maximum Year-End Balance:			37,125
155	Fire Fund:			Calculated Annual Replacement Share:				21,325		Required Annual Replacement Share:			21,325
	Beginning Balance:	17,825	(75,302)	(53,551)	(31,364)	(8,734)	14,349	394	24,409	48,905	73,890	29,376	
	Annual Contribution:	21,325	21,752	22,187	22,630	23,083	23,545	24,015	24,496	24,986	25,485	25,995	
	Annual Purchases:	-	-	-	-	-	37,500	-	-	-	70,000	70,000	
	Year-End Balance:	39,150	(53,551)	(31,364)	(8,734)	14,349	394	24,409	48,905	73,890	29,376	(14,629)	
				Minimum Year-End Balance:				(53,551)		Maximum Year-End Balance:			73,890
163	Road Fund:			Calculated Annual Replacement Share:				769		Required Annual Replacement Share:			769
	Beginning Balance:	(75,302)	(75,302)	(74,518)	(73,718)	(72,901)	(72,069)	(71,220)	(70,354)	(70,471)	(70,570)	(70,651)	
	Annual Contribution:	769	784	800	816	832	849	866	883	901	919	937	
	Annual Purchases:	-	-	-	-	-	-	-	10,000	-	-	-	
	Year-End Balance:	(74,533)	(74,518)	(73,718)	(72,901)	(72,069)	(71,220)	(70,354)	(70,471)	(70,570)	(70,651)	(70,713)	
				Minimum Year-End Balance:				(79,471)		Maximum Year-End Balance:			(70,354)
401 & 402	W&S Utilities Fund:			Calculated Annual Replacement Share:				118,554		Required Annual Replacement Share:			118,554
	Beginning Balance:	633,145	633,145	754,070	702,778	778,588	906,915	959,584	1,053,095	1,122,276	1,261,181	1,402,864	
	Annual Contribution:	118,554	120,925	123,344	125,810	128,327	130,893	133,511	136,181	138,905	141,683	144,517	
	Annual Purchases:	-	-	174,636	50,000	-	78,224	40,000	67,000	-	-	15,000	
	Year-End Balance:	751,699	754,070	702,778	778,588	906,915	959,584	1,053,095	1,122,276	1,261,181	1,402,864	1,532,381	
				Minimum Year-End Balance:				702,778		Maximum Year-End Balance:			1,532,381
406	Parking Fund:			Calculated Annual Replacement Share:				20,238		Required Annual Replacement Share:			20,238
	Beginning Balance:	164,438	164,438	173,081	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:	12,000	12,000	53,000	-	99,600	-	23,000	-	-	-	-	
	Year-End Balance:	172,676	173,081	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
450	Drainage Fund:			Calculated Annual Replacement Share:				20,238		Required Annual Replacement Share:			35,000
	Beginning Balance:	60,311	60,311	84,173	63,512	88,338	113,660	121,989	148,335	175,207	202,617	230,575	
	Annual Contribution:	23,394	23,862	24,339	24,826	25,322	25,829	26,345	26,872	27,410	27,958	28,517	
	Annual Purchases:	-	-	45,000	-	-	17,500	-	-	-	-	79,235	
	Year-End Balance:	83,705	84,173	63,512	88,338	113,660	121,989	148,335	175,207	202,617	230,575	179,857	
				Minimum Year-End Balance:				63,512		Maximum Year-End Balance:			230,575
Total Citywide Contributions:													
300	Capital Imp Fund:	500,372	510,379	520,587	530,999	541,619	552,451	563,500	574,770	586,266	597,991	609,951	
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:	21,325	21,752	22,187	22,630	23,083	23,545	24,015	24,496	24,986	25,485	25,995	
163	Road Fund:	769	784	800	816	832	849	866	883	901	919	937	
401	W&S Utilities Fund:	118,554	120,925	123,344	125,810	128,327	130,893	133,511	136,181	138,905	141,683	144,517	
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:	23,394	23,862	24,339	24,826	25,322	25,829	26,345	26,872	27,410	27,958	28,517	
	Total:	688,288	702,054	716,095	730,417	745,025	759,926	775,124	790,627	806,439	822,568	839,019	
Total Citywide Purchases:													
300	Capital Imp Fund:	812,700	550,342	790,738	495,476	538,126	384,320	108,514	6,000	25,000	-	-	
151	Recycling Fund:	-	-	-	-	-	-	40,000	-	-	-	-	
155	Fire Fund:	-	-	-	-	-	37,500	-	-	-	70,000	70,000	
163	Road Fund:	-	-	-	-	-	-	-	10,000	-	-	-	
401	W&S Utilities Fund:	-	-	174,636	50,000	-	78,224	40,000	67,000	-	-	15,000	
406	Parking Fund:	12,000	12,000	53,000	-	99,600	-	23,000	-	-	-	-	
450	Drainage Fund:	-	-	45,000	-	-	17,500	-	-	-	-	79,235	
	Total:	824,700	562,342	1,063,374	545,476	637,726	517,544	211,514	83,000	25,000	70,000	164,235	
Total Citywide Year-End Reserve Balances:													
300	Capital Imp Fund:	447,415	407,452	137,301	172,824	176,317	344,448	799,434	1,368,204	1,929,470	2,527,461	3,137,411	
151	Recycling Fund:	22,272	21,534	25,317	29,175	33,111	37,125	1,220	5,397	9,657	14,002	18,434	
155	Fire Fund:	39,150	(53,551)	(31,364)	(8,734)	14,349	394	24,409	48,905	73,890	29,376	(14,629)	
163	Road Fund:	(74,533)	(74,518)	(73,718)	(72,901)	(72,069)	(71,220)	(70,354)	(70,471)	(70,570)	(70,651)	(70,713)	
401	W&S Utilities Fund:	751,699	754,070	702,778	778,588	906,915	959,584	1,053,095	1,122,276	1,261,181	1,402,864	1,532,381	
406	Parking Fund:	172,676	173,081	141,136	162,613	84,919	107,264	107,055	130,302	154,014	178,200	202,870	
450	Drainage Fund:	83,705	84,173	63,512	88,338	113,660	121,989	148,335	175,207	202,617	230,575	179,857	
	Total:	1,442,384	1,312,242	964,962	1,149,903	1,257,202	1,499,584	2,063,194	2,770,821	3,552,260	4,304,827	4,979,612	
				Minimum Year-End Balance:				964,962					

**FY2023-2024 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 FY23-24	Annual Payment	Payoff Date	Principal	Interest	Total
2020 City Hall General Obligation Refunding Loan	\$396,229	2/1/2028	\$1,910,211	70,532	\$1,980,743
2021 Mickel/Colohatchee Parks & Utility and Parking Refunding Loan	\$430,552	12/1/2030	\$1,909,000	77,547	\$1,986,547
Totals:	\$826,781		\$3,819,211	\$148,079	\$3,967,290

**FY2023-2024 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, 2023 is \$1,910,211.

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, 2023 is \$1,909,000.

SCHEDULE OF FUTURE DEBT SERVICE

FISCAL	<u>2020 CITY HALL</u>		<u>2021</u>		<u>TOTAL</u>		<u>TOTAL</u>
	<u>REFUNDING LOAN</u>		<u>MICKEL/COLOHATCHEE &</u>	<u>UTILITY/PARKING LOAN</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	
<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
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
	<u>1,910,211</u>	<u>70,532</u>	<u>1,909,000</u>	<u>77,547</u>	<u>3,819,211</u>	<u>148,079</u>	<u>3,967,290</u>

**CITY OF WILTON MANORS
PERSONNEL CLASSIFICATION AND COMPENSATION PLAN**

October 1, 2023

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
Administrative 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
Roles: A = Administrative; L = Leader; P = Professional; and T = Technical

Police Recruit: \$21/hour

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 of 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 proposed 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 preempted 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.