



# City of Palmetto

## 2024 Annual Budget

Fiscal Year 2023-2024

Adopted September 25, 2023



<https://www.palmettofl.org/1430/Connor-Park>

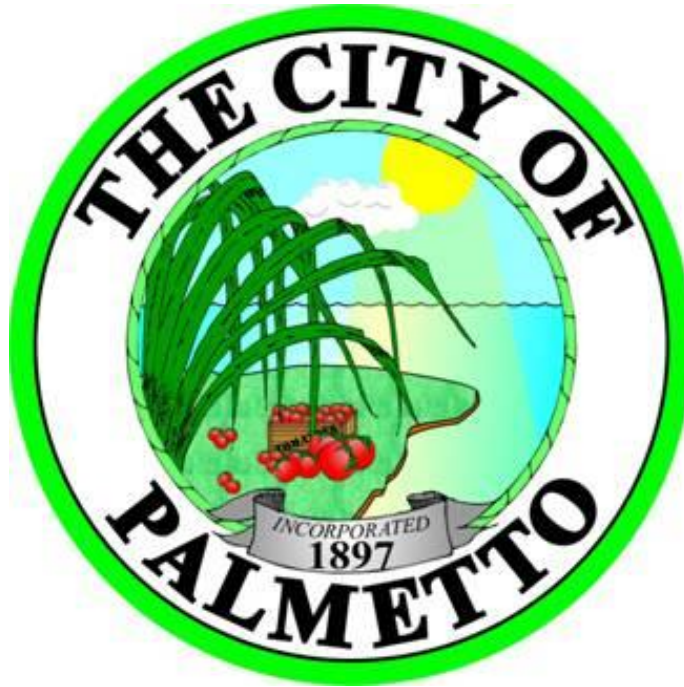
. Sculpture: The Spoonbills

The public art for this project pays tribute to Palmetto's commitment as a bird sanctuary. Artist: Ron Berman





**CITY OF PALMETTO, FLORIDA**  
**FISCAL YEAR 2024**  
**FINAL BUDGET – SEPTEMBER 25, 2023**



*Shirley Groover-Bryant*  
Mayor

*Harold Smith*  
Commissioner, Ward 1

*Sunshine Mathews*  
Commissioner, Ward 2

*Brian Williams*  
Commissioner, Ward 3

*Tamara Cornwell*  
Commissioner At-large

*Sheldon Jones*  
Vice Mayor, Commissioner At-Large

*Prepared by the Finance Department*





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Palmetto  
Florida**

For the Fiscal Year Beginning

**October 01, 2022**

*Christopher P. Morill*

Executive Director





# CITY OF PALMETTO, FLORIDA

## 2023-2024 BUDGET

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### **Introductions to the Budget Document**

The City of Palmetto Annual Budget provides citizens, staff, and other readers with detailed information about the City's operations. The Annual Budget serves as a:

- Policy document to describe financial and operating policies, goals, and priorities for the organization;
- Financial plan to provide revenue and expenditure information by fund, cost center, category and account;
- Operations guide to describe the goals and objectives for the fiscal year; the workload measures to track the activities performed; and the general workforce trends; and as a
- Communications device to provide information on planning processes, budgetary trends, and integration of the operating and capital budgets.

Please note that the page numbers correspond to the pdf file.

#### **Introductory Section (pages 9-28)**

This section simply introduces the budget and the City to its readers. It includes the Budget Letter from the City Clerk, a brief history of the City, the City's Mission Statement and goals, and statistics and operational information about the City.

#### **Budget Summary Section (pages 29-54)**

The section details the steps taken to compile, present to Commission and approve the 2024 Budget. It includes the timeline and the final resolutions approved by Commission for both the operating and capital improvement budgets. Several consolidated schedules and graphs of all City funds are presented to give an overall perspective of the budget as well as historical, estimated and projected fund balances.

#### **Policies (pages 55-71)**

The City policies outlined in this section include: Accounting (including fund structure), Investments, Reserves, Budget, Procurement, Debt, and Capitalization.

#### **Personnel Budget (pages 72-76)**

This communicates to the reader a brief history of the City's personnel budgets and positions. Information, both historical and for 2024, is provided in detail as well as comparative summary data.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### Operating Budgets (pages 78-329)

The operating budget is used by City staff on a daily basis. It is the guidebook by which all transactions are funded and for this reason is provided in great detail. This information is provided by fund and cost center for the operating revenues and expenses with the Capital Improvement budget as a separate section. The governmental funds are provided in the following order:

- Fund description
- Fund summary including revenue and expenses for all cost centers showing beginning and ending fund balance for 2022 actual, 2023 amended budget and projected and 2024 adopted budget.
- All revenues for the fund including actual 2022 amounts, 2023 amended budget and projected and adopted budget for 2024.
- Revenue analysis and forecasting.
- Fund organizational chart
- Individual Cost Centers for the fund includes a cover sheet detailing the Cost Center, a summary of the actual expenses for 2022, 2023 amended budget and projected, and the itemized budget for 2024.

### Governmental Funds (pages 78-244)

001 - General Fund	(pages 78-202)
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The Enterprise Fund information is arranged as follows: (pages 242-329)

- Fund descriptions of all enterprise funds.
- Revenue analysis and forecasting with graphs for all enterprise funds.
- Organizational Chart for all enterprise funds
- Individual enterprise funds to include:
  - o Fund summary including revenue and expenses for all cost centers showing beginning and ending fund balance for 2022 actual, 2023 amended budget and projected and 2024 adopted budget.
  - o All revenues for the fund including actual 2022 amounts, 2023 amended budget and projected and adopted budget for 2024.
  - o Individual Cost Centers for the fund includes a cover sheet detailing the Cost Center, a summary of the expenses for 2022, 2023 amended budget and projected, and the itemized budget for 2024.

### Enterprise Funds

403 - Solid Waste Fund	(pages 248-260)
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## **CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET**

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### **Capital Improvements Section (pages 330-388)**

This section presents the City's capital improvement plans that are budgeted for 2024. It includes the budgeting process, funding challenges, mission fulfillments and a summary of the capital purchases. These capital items are from the operating budget, the Joint Capital Projects fund for the capital projects which are funded jointly by CRA, the City and grants, the 5-year CIP program and Infrastructures Sales Tax Projects. The associated budgets and individual project sheets for the 2024 year are included.

### **Appendix (pages 390-401)**

This section contains:

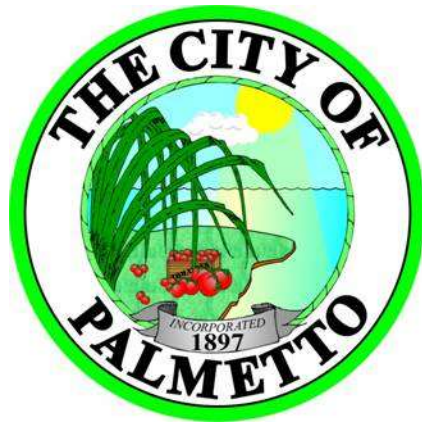
- a glossary of terms
- a listing of acronyms





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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October 1, 2023

Mayor, City Commission, Citizens of Palmetto:

In accordance with Florida State Statutes, the City of Palmetto budget for fiscal year 2024 is presented.

I am honored to present for your consideration the 2023-2024 Fiscal Year Operating Budget and the 2024-2028 Capital Improvement Program for the City of Palmetto. This balanced budget reflects the City Commission's priority to continue providing high-quality services to the residents and businesses of our community.

During the budget process for 2024 fiscal year, staff continues to apply six key factors to develop, provide and maintain a family-friendly, small-town atmosphere throughout the City. The key factors are:

- appearance
- safety
- services
- economic stability
- infrastructure
- historic preservation

Staff and the Commission faced numerous challenges in achieving those goals. These challenges stemmed from economic conditions in the surrounding community, rising personnel and health insurance costs, staff turnover, aging infrastructure, historically high inflation, managing new residential construction, and escalating safety issues. While property values have risen steadily since 2014, partially mitigating these difficulties, the obstacles remain formidable.

### **Current Challenges/Current Solutions**

Over the summer, the City Commission held several budget workshops to develop goals and objectives for the 2024 fiscal year. In discussing key issues, the Commission recognized that aging infrastructure, technology gaps, and workforce needs posed significant challenges. While operational budgets still faced constraints, cost-cutting and efficiency measures from prior years helped prepare for the current fiscal climate. Moreover, increased state revenue projections for 2024, stemming from a tourism rebound to pre-pandemic levels, provided some budgetary relief. Moving forward, the City must continually reassess those cost reduction initiatives while balancing critical services for citizens, economic stability, public safety, infrastructure upgrades, and preservation of the City's historic heritage.

The City is presenting a balanced budget; defined as revenues and other sources equaling expenditures/expenses and other uses to include reserves. The citywide combined uses of funds including operations, transfers, and fund balance for Fiscal Year 2023-2024 is \$42,006,488 which is 16.09% higher compared to the previous years adopted budget. This increase in expenditures is attributed to property insurance cost, maintenance cost of new police department, IT hardening, and \$2M in Community Redevelopment for the renovation of the Women's Club.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### A few highlights for fiscal year 2024:

- Property values continue to trend upward since 2014. The City's most recent projected gross taxable values from the Manatee County Property Appraiser included a \$177,732,979 or 15.01% increase in taxable value. This will generate a projected total of \$1,060,550 more in gross taxable revenues.
- Completion of the 7<sup>th</sup> Street Extension and convention center hotel.
- Further develop and implement the capital projects five-year program
- Continue necessary sidewalk and paving improvements in each Ward
- Remodel the 1930 Women's Club facility for future events
- Ongoing utilization of recruitment resources to fill mission critical positions

### Millage Rate and Property Values:

Going into the current year budget process, staff anticipated the ad valorem taxes would increase approximately 5% to 6% over fiscal year 2023. For fiscal year 2024, our preliminary tax roll based on Truth in Millage (TRIM) reflects a 15.01% increase over fiscal year 2023. Property values have steadily increased since fiscal year 2014, which marked the beginning of increased assessed values. This is the third year the values are higher than when they reached their peak in the 2009 tax year. The City has not increased the millage rate in the past 9 years – fiscal years 2016 through 2024.

The Florida Department of Revenue requires the City to report its "rolled-back rate," which is the millage rate that would bring in the same amount of property tax revenue as the prior year (not including new construction). The adopted rate of 5.9671 represents an increase of 11.02% over the roll-back rate of 5.3747 mills.

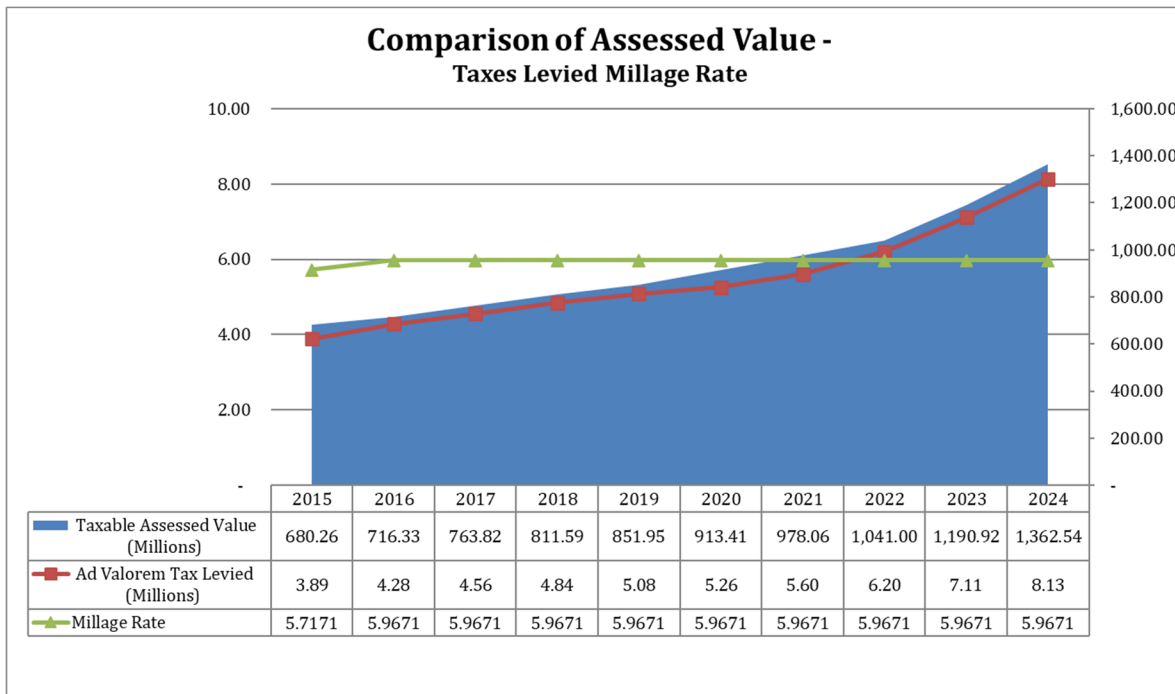
Though aggressive cost cutting and rising property values have benefited the City, we must remain prudent as we aim to enhance services for residents. With costs still climbing, the City must ensure revenues will sustain operations and support new growth. The millage stays at \$5.9671 for fiscal year 2024. Thanks to higher property values, ad valorem revenue is budgeted at 96% or about \$978,048 more than last year. Of that increase, \$351,975 will go toward the community redevelopment, leaving the General Fund with a net gain of \$630,097.

Sanctuary Cove, a 1,100-unit residential development approved for construction in the city, is approximately 22% completed. The majority of the units will be in multi-residential towers to be built later. As mentioned before, this large project will expand the tax base when finished. Other projects, like the Riverside Drive redevelopment and a new hotel, could also raise the city's property values, property tax revenue, and Tax Increment Financing for the Community Redevelopment Agency (CRA).





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET



The economy has been looking up and the City expects property values to remain relatively stable in coming years as the real estate market cools compared to previous years. As mentioned before, Sanctuary Cove, a large residential development, should grow the tax base once finished. Other projects like the Riverside Drive redevelopment and new hotel could also increase property values, property tax revenue, and Tax Increment Financing for the Community Redevelopment Agency.

Other General Fund revenues were a mixed bag as some increased in comparison to the previous year while others were lower. In FY2024, sales tax, state revenue sharing and communication service tax revenues estimates are in line with pre-COVID pandemic budgeted. In most cases, the City's FY2023 actual revenues exceeded the estimated budget as the Florida economy surpassed expectations.

In the November 2016 election, the voters of Manatee County approved a new half-cent sales tax which is estimated to contribute \$1,000,000 per year in additional City revenues that will be available to fund capital projects. This money will be used for capital projects related to transportation, public safety, and parks. Several major projects including the construction of the police department was completed in FY2023. The project list is located in the Capital Improvement Section.

The City remains committed to funding capital projects as a high priority. With the passage of the half-cent sales tax, the City has planned many necessary improvements to buildings, parks, and streets. For FY 2019, the Commission approved 10 year rate plan for water, sewer, reuse, and stormwater utilities. For fiscal year 2024, rates were increased by 2% for water and sewer, 3.5% for reuse, and 5% for stormwater. This fiscal year the rate increase and is expected to generate approximately \$233,000 in additional revenue to fund capital infrastructure projects.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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The fiscal year 2024 budget for total personnel cost increased by 5.48% over the prior fiscal year. The gross wages increased by 4.2% in comparison to fiscal year 2023. The net increase is from a 6% COLA for non-sworn employees, \$5,000 base salary increase for sworn officers and separation of tenured staff. In lieu of the union negotiated step increase, sworn employees received a flat \$5,000 increase to the base salary. The flat rate increase was more than the negotiated step increase. The City's pension contribution rate increased for general employees from 8.67% to 9.33% and sworn officers 17.55% to 20.39%. The insurance expenses increased by 7.9% based on increased rates and open enrollment elections. The total budget for personnel costs, inclusive of benefits, is \$10,638,843. Personnel costs represent 45.6% of the General Fund expense budget and 18.2% of the total City budget. Further detail is located in the Personnel section of this budget book.

The turnover rate in fiscal year 2022 was 21% and remains the same for fiscal year 2023. This turnover is due to several factors, such as salaries, availability of potential candidates and a competitive market. For the third year, staff has taken steps by increasing the base wage to \$15.91 per hour to bring salaries in line with surrounding municipalities with the hope of improving recruitment. In fiscal year 2023, nineteen employees separated from the City; three from City Hall, one from the CRA, three from the Police Department and twelve from the Public Works Department. In addition, twenty-four employees were hired; three for City Hall, four for the Police Department, seventeen for Public Works and seven of the newly hired have separated from the City during the fiscal year. As of October 1<sup>st</sup>, the City has twenty-eight vacancies, of which 23 are full-time, with the majority in Public Works.

The City continues to partner with the CRA in its mission to reduce and/or eliminate slum and blight within its area. Through the annually approved Community Policing Initiative Plan (CPIP), Palmetto Police Officers engage in enhanced policing services within the CRA boundaries with the CRA reimbursing the City for the related expenditures. The total reimbursement for fiscal year 2024 is \$463,413 representing a \$75,484 decrease from the prior fiscal year. The decrease represents the net effect of increased personnel costs per the union contract and the reduction of one police officer who is no longer funded by CRA as part of the CPIP.

Enterprise funds have been able to continue funding daily operations and pay for several capital projects to meet the demands of aging infrastructure. As mentioned earlier, the utility rate study increases that were implemented at the beginning of fiscal year 2020 provided much need funding for the infrastructure projects. The fiscal year 2024 Capital Improvement Plan (CIP) of \$16.5 million was adopted in October of 2023 and is being funded from a variety of sources including current revenues, fund balance, impact fees and grants. The five-year plan calls for \$23.7 million in expenditures for a variety of projects. Many of these projects are discussed in further detail below.

### **Major Projects**

The City has prioritized grant funding to support approved CIP projects in the coming year. In FY2022, the City received \$3.2 million from the Florida Department of Economic Opportunity's Community Development Block Grant program for street improvements around the new convention center hotel. The street improvement grant will fund an extension of 7th Street west from US 41 to Haben Blvd. to improve east-west connectivity. In FY2023, the City also received \$750,000 for housing rehabilitation of 11 housing units in low to moderate income neighborhoods.



## **CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET**

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The City is now in the eighth year of the half-cent sales tax that funds capital improvements for transportation, public safety, and parks. This tax revenue will support several paving and park projects planned for the coming year. Most notably, the new Police Department headquarters opened in May 2023 at the former Palmetto Elementary site. This state-of-the-art, 20,000 square foot facility will serve our officers and community for years to come.

The beauty, appearance, and historic heritage of the City are extremely important to its leaders. The Community Redevelopment Agency (CRA) continues to focus on improving the City's gateways. One of the more significant capital improvement projects that will continue over the next several years is the multimodal redevelopment from Riverside Drive along 10th Avenue West to 17th Street West. This project will focus on pedestrian walkways, larger sidewalks, enhanced parking, and streetscapes throughout the corridor. The CRA is providing funding, while the Florida Department of Transportation (FDOT) and the Metropolitan Planning Organization (MPO) are matching CRA contributions through a grant. The total cost of improvements will approach \$6-10 million over five years. Although the project has faced many delays from FDOT, the City hopes it will get back on track in the coming year.

The CRA continues to use incentives to entice new businesses to the City. In particular, the CRA Board has approved \$6 million dollars in Tax Increment Financing rebates for the full service 240 room hotel at the convention center here in Palmetto. Construction has begun and the City anticipates the completion and the hotel by January 2024. The hotel should provide significant tax revenue, jobs, and infrastructure improvements to the area.

In the past few years, Sutton and Lamb Parks have undergone major renovations, including a covered sound stage and new public restrooms. Once considered the crown jewels of parks in Manatee County, Lamb and Sutton Parks are being revitalized to their highest level of public service, with a focus on technology, architecture, and entertainment. Sutton Park has been redesigned into a venue for parades, concerts, and movies, becoming home to several annual events like the City's July 4th Celebration. The CRA and the Southwest Water Management District have converted a remediated brownfield site into the new Connor Park near the Manatee River, which opened in April 2023. In fiscal year 2024, the CRA will start a estimated \$2.8 million renovation of the historic Women's Club, a major influence in Palmetto's cultural, social, and civic history . Built in 1930, the renovated building will serve as a premier wedding and event venue.

Great progress continues to be made on the City's infrastructure utilizing various funding sources. Improvements to roadways, public facilities, and utilities are planned. Safety is a top priority, so realigning 23rd Street at US Business 41 and adding a roundabout will improve a dangerous intersection. Resurfacing 7th Street West and paving projects will make roads easier to navigate at our northern City gate. A new Public Works storage building and upgrades to the Waste Water Treatment Plant will increase the useful life of machinery and equipment. Park enhancements continue throughout the City to include the acquisition and construction of a new park at 14th Ave. The 14<sup>th</sup> Avenue Park project will include tennis and basketball courts, pickleball courts, walking trails, and a covered pavilion. Installation of new generators at the WWTP and lift stations during 1<sup>st</sup> quarter of FY2024 will greatly improve reliability. Strategic land purchases adjacent to the current WWTP will allow for future expansion as demand increases. The continuation of the I&I program should reduce water needing treatment at the WWTP





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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WWTP and prevent overflows. Expanding the reuse system to City residents and comprehensive utility upgrades in Ward 1 are also planned.

Funding for capital equipment purchases continue during the coming year. Some of the more notable capital (lease) equipment purchases include four patrol vehicles, mobile radios, and one administrative vehicle. The Public Works Department will receive one Bobcat telehandler and one dump truck, and a long arm mower. Other one-time purchases totaling approximately \$149,000 are being funded with current year revenues. Most notably is the Lincoln Park signage and city-wide technology equipment.

### **Meeting Goals**

The fiscal year 2024 budget prioritizes improving the City's appearance, preserving its historic heritage, and optimizing the effectiveness and efficiency of services for residents. The City's economic stability and that of its citizens depends on CRA and code enforcement efforts to maintain property values, as well as prudent spending of taxpayer funds by City departments. All funds are balanced, with some surpluses allocated to Capital Improvement Projects.

### **Summary**

The budget is one of the most vital City documents, and great care is taken to ensure it is thorough and understandable. Beyond the routine tasks of municipal governance, the City of Palmetto has also proactively undertaken many major projects that will have a positive impact on the community for years ahead.

I sincerely thank the Mayor and City Commission for their support, confidence, and guidance given to the leadership team and me this past year as I submit the budget for fiscal year 2024. I especially thank the Finance Department and other Department Heads who diligently prepared this document, which will be submitted for the fourteenth straight year to the Government Finance Officers Association (GFOA) for the Distinguished Budget Award. I look forward to another great year striving to deliver the highest quality public services to our citizens.

A handwritten signature in blue ink, reading "James R. Freeman", is positioned above the printed name.

James R. Freeman, City Clerk



## **CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET**

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### **PALMETTO – PRESERVING THE PAST... BUILDING OUR FUTURE...**

When you are in the City of Palmetto, you are treading in the moccasin tracks of the Timucuan Native Americans, who settled the area around 1000 A.D. as well as the boot steps of Hernando DeSoto, the Spanish Conquistador who landed at what is now Shaws Point, in 1539. Intrepid pioneers, such as S.S. Lamb and John Harlee, followed, accepting the challenges of the future to build a hospitable, agricultural community. The area's fertile land, fabulous fishing, balmy breezes and abundant foliage along the river were difficult for anyone to resist. Our City is rich in history and heritage and promise of a bright future for our citizens.

#### **Then and Now...**

- The first road was built in 1846. The streets were paved in 1913 and 49 miles of streets are being maintained by the City in 2023. During 2023, the City is working with Florida Department of Transportation to reconstruct the 23<sup>rd</sup> Street and Business 41 intersection to add a roundabout to increase safety at our northern gateway. Construction will be completed in 2024.
- Electric streetlights came to Palmetto in 1912 and was powered by a diesel generator at the Palmetto Fire Department that was located at 6<sup>th</sup> St and 10<sup>th</sup> Ave, the current location of the Agricultural Museum. The City currently has 808 streetlights throughout the city.
- The population in 1889 was 300 and the 2010 census counted 12,606. The 2023 census estimate is 13,927.
- Originally a Christmas gift to Palmetto citizens from S.S. Lamb in 1909, Lamb Park was the first city park built on donated land. Since then, Palmetto has developed fourteen parks, including Connor Park which will be completed in 2024. Sutton Park has become the focal point of the city, hosting the annual July 4<sup>th</sup> Celebration. The city also hosts free monthly Movie in the Park events for families. Across from Sutton Park lies the Historic Park, with buildings from Palmetto's early days - the original Carnegie Library, post office, one-room schoolhouse, chapel, and the old fire station now housing the Agricultural Center. The roads in the Historic Park are landscaped with bricks from the old city streets. In 2024, general maintenance will be performed on the Cottage House, School House, and Carnegie Library in the park.
- The Manatee County Fair started in 1916 and in 1950 the fairgrounds were built in the City. The City now hosts a number of events throughout the City including the annual July 4<sup>th</sup> celebration, Movie's in the Park, Multi-Cultural Festival, MLK Parade and Children's Parade.
- The Victory Bridge, built in 1919 to cross the Manatee River to Bradenton, was destroyed by a hurricane in 1926. It was replaced that next year by the Green Bridge, which itself was later replaced in 1986 by a modern bridge. Part of the original Green Bridge still stands today as a fishing pier in the city. In 2020, the Community Redevelopment Agency (CRA) commissioned a replacement for the city's southern gateway landmark, the Seahorse Statue, which had welcomed travelers from 1950 to the 1980s until the new bridge was built. Over the next few years, the CRA plans to fund the Palmetto Bay Oyster Restoration Program in partnership with the Florida Department of Environmental Protection and the US Army Corps of Engineers. This program will add reef balls and oyster beds to help restore and filter the river.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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- The sewer system was installed in 1913. It now comprises 68 miles of piping. The City's Wastewater Treatment Plant treats an average of 1.4 million gallons of sewage daily, with peaks exceeding 2 million gallons during the rainy season. In fiscal year 2024, the City will consult an engineer to develop a plan for future expansion based on needs assessments and projected growth.
- The reclaimed water system was started in the 1990's and now consists of 48 miles of lines. Storage capacity, in the form of an aquifer storage and recovery (ASR) well was completed during 2018, increasing the City's capability of providing year-round irrigation to its customers and virtually eliminates the need to discharge into the bay. In previous fiscal years, the City installed reuse lines to provide the service to a greater number of customers. Reuse lines have been installed to approximately 90% of the residential areas within the City. In fiscal year 2024, the City has identified another section of the City to add additional lines as part of the American Recue Plan Act and noted in the capital improvement plan under Ward 1 Phase III.
- The first City debt was \$1,500 in 1894 for a schoolhouse. The City's debt is currently \$18 million which was mostly for infrastructure and equipment in the form of qualified bank loans and capital leases.
- The CRA was formed in 1985 to relieve the slum and blight in 29.76% of the City where approximately 38.11% of the population lives. In fiscal year 2011, the boundaries of the CRA were expanded and the term of the CRA was extended until 2042. The CRA continues with redevelopment efforts and several CRA properties are undergoing Brownfield remediation with the use of State and Federal grant dollars. The CRA has been instrumental in changing the look of the City with the potential development of a multipurpose commercial project on Riverside Drive. As we look ahead, projects include a new hotel at the Civic Center, the 10<sup>th</sup> Avenue Multi-modal corridor, and additional improvements to the City's waterfront.
- The City of Palmetto partnered with a hotel developer and received a \$3.2M Economic Development grant to extend 7<sup>th</sup> street west from US41 to Haben Blvd. as part of the hotel project. In addition, the CRA board approved up to \$6M in incentives as part of a 240-room full-service hotel being proposed next to the Bradenton Area Convention Center. The new hotel is slate to open in the Spring of 2024.
- The Palmetto Public Works Department moved into the 23,000 square feet building in 1980 and expanded the facility over the last few decades. In 2024, staff and commission are beginning the engineering process to determine the needs for a future Public Works Facility.

The City's long-term plan is to develop, provide and maintain a family friendly small-town atmosphere in appearance, services, infrastructure, safety, economic stability and historic preservation. Palmetto has always been a tight-knit community with deep roots in its historic heritage and its leaders have an ardent desire to maintain that heritage while building a progressive future for its children.

The City's plans include further development and enhancement of its park system and core areas of the city.

- Women's Club – Complete restoration.
- Connor Park – Brownfield remediation and construction of new pavilion and trail to view the Manatee River.
- Multi-Modal Corridor - planned to redevelop an old north-south corridor though the City's urban core and will allow for all types of non-standard transportation such as walking, jogging and biking. The



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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CRA is partnering with Southwest Florida Water Management District and Florida Department of Transportation to start the design of Phase 2 of multimodal corridor. It is anticipated to begin in FY2024.

- 23<sup>rd</sup> Street and Business 41 roundabout - The City is partnering with the FDOT to construct a roundabout to provide a safe access to Business 41. The construction will be completed in 2024.
- The City received a Community Development Block Grant (CDBG) for housing rehabilitation of 11 housing units in low to moderate income neighborhoods. Plans to begin remediation in summer of FY2024.

The services provided by the City to its citizens are much like other cities however, being a city over 125 years old presents many problems in maintenance and upgrading the city's infrastructure.

These challenges in infrastructure include:

- Funding for the pay-as-you-go CIP is limited to usable fund balance
- Aging water and sewer lines causing line breakage and sewer backups
- Maintenance in the wastewater treatment plant equipment
- Drainage of stormwater in areas that experience flooding during heavy rains.
- Inflow and infiltration (I&I) caused by stormwater and groundwater entering the sanitary sewer systems through cracks and/or leaks.
- Maintenance of roadways to alleviate potholes and other annoying obstacles.

Despite the challenges mentioned above, Palmetto has work hard to be progressive and address these issues with the resources we have available. Examples include:

- Utilizing the American Rescue Plan Act funding to address the aging infrastructure.
- With each new infrastructure project, the City always strives to add new reuse lines whenever possible. We are well over 90% of residential customers which have the reuse service.
- Renovation will begin on the historical Women's Club. Upon completion, the renovated building will serve as a premier wedding and event venue

Other challenges include:

- Increased turnover in employees.
- Keeping up with increasing wage and benefit costs while attempting to keep employees paid at market value.
- Addressing the shortage of affordable housing and workforce housing amidst the ongoing housing availability.

The City of Palmetto and its citizens have overcome many challenges over the past 125 years, including Yellow Fever epidemics, COVID-19, storms, and economic and agricultural hardships. Throughout it all, residents have united to confront these adversities head-on, working to make Palmetto a thriving community where families can flourish, honor the founders' legacy, and build toward a bright future.





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### **Mission Statement**

*The City of Palmetto is dedicated to enhancing the quality of life of its citizens by providing those services which ensure a safe and healthy community.*

#### **Long Term Goals**

The City continues to develop, provide, and maintain a family friendly small-town atmosphere in:

Appearance. . . Infrastructure. . . Economic Stability. . .  
Services. . . Safety. . . Historic Preservation. . .

#### **Short Term Goals to Achieve the Long Term Goals**

These initiatives will continue to be implemented and/or accomplished to achieve the long-term goals:

Appearance	Improve, beautify, and enhance the downtown core of the city as well as other areas outside the downtown core. This will in turn increase the tax base of the City and provide additional tax monies to be used to provide services.
Services	Increase reclaimed water service from present levels to 100% of the city. Improve the efficiency of all utility services billed to the customer. Provide quality/efficient/courteous services to Palmetto citizens each day of the year.
Infrastructure	Maintain utility rates to provide additional revenues to fund various utility capital projects in the City. Other funds available for capital projects are limited and projects will be prioritized and assigned according to greatest need.
Safety	Make the areas of the city which are more prone to crime, safer. Maintain/improve the WWTP and all infrastructure, to keep the environment safe for the City's citizens and wildlife. Provide well lighted and safe public areas.
Economic Stability	Economic stability for both the City and the citizens. Strive to maintain and stimulate property values that declined during the recession but have begun to increase again. Tough decisions, continue to be made to ensure the City's and the citizens stability both financially and physically.
Historic Preservation	The City's rich heritage is especially important to the city leaders and the citizens. The City will continue to maintain and enhance the Historic Park, Palmetto Women's Club, VFW, as well as other historical parts of the city.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### Citywide Initiatives to Achieve the Long Term Goals Completed in Fiscal Year 2023 or to begin in Fiscal Year 2024

#### Appearance

- Provide resident and commercial façade improvement incentives.
- Continue to enhance landscaping throughout the City.
- Redevelop properties formally vacant or in need of mitigation to allow for redevelopment.
- FDOT 10<sup>th</sup> Avenue Streetscape in planning phase for road improvement

#### Services

- Waste Water Treatment Facility expansion study to begin in FY2024 to increase plant efficiency and capacity.
- Provide new and improved park features at Sutton, Lamb, Martin Luther King Jr., Riverside, Hidden Lake, Taylor, and 17<sup>th</sup> Street Parks.
- The CRA completed the construction of Connor Park.
- Continue canal dredging to increase access to waterways.

#### Infrastructure

- Utilized a Community Development Block Grant to contribute to an economic revitalization project.
- Made substantial improvements to city water and sewer lines. Installation of the UV system for reuse to begin in FY2024.
- Continue to effectively utilize the increased user fees to fund utility CIP projects.
- Commence Ward 1 Phase III Infrastructure project construction.

#### Safety

- Continued improvements to public areas – adding lighting, security cameras.
- Waste Water Treatment plant to install 800KW backup diesel generator.
- Upgrade electrical system and storage facility at the Public Works facility.
- Continue Brownfield mitigation efforts at City properties.
- Roundabout at Business 41 and 23<sup>rd</sup> Street in construction phase with FDOT

#### Economic Stability

- Property values increased 15.01% for FY2024.
- All governmental funds and enterprise funds meet the minimum fund balance requirement.
- Consistent review and revision of all financial policies to meet the current and future economic needs of the City.

#### Historic Preservation

- Renovations to the Palmetto Women's Club will begin in FY2024.
- Maintain and improve the Historic Park, Carnegie Library, and VFW.
- Future multimodal trail connecting historic parts of the City.

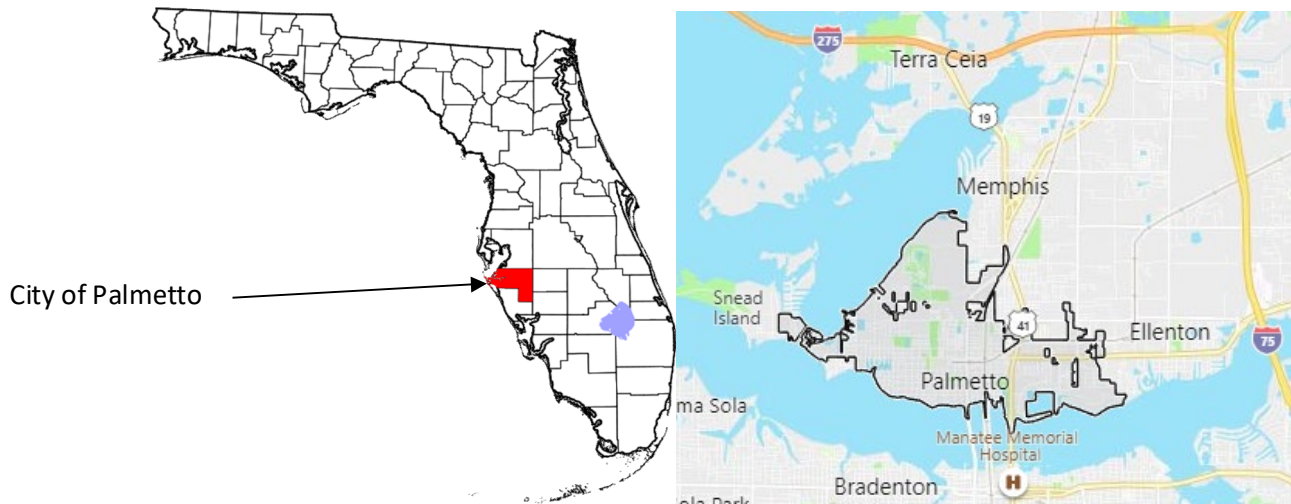


# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## CITY OF PALMETTO MANATEE COUNTY, FLORIDA

Website: [www.palmettofl.org](http://www.palmettofl.org)

Zip Code: 34221



### CITY FACTS

Date of Incorporation	June 15, 1897
Form of Government	Mayor and Commission
Size	7 square miles
Population	2020 Census 13,323
	2023 April Estimated 13,927
2023 Assessed Property Value	\$1,362,536,728
City Services Provided	Police, Water, Sewer, Garbage, Stormwater, Reclaimed Water
Parks	14 parks, 100.79 acres
Infrastructure:	
Streets	49 miles      Traffic signals      12
Street Lights	928      Tennis courts      1
Water mains	77 miles      Sewer pipes      68 miles
Storm drains	66 miles      Reclaimed water pipes      48 miles
City Buildings	City Hall, 516 8 <sup>th</sup> Avenue West
	Public Works, 600 17 <sup>th</sup> Street West
	Police Department, 820 10 <sup>th</sup> Avenue West
	Community Redevelopment Agency, 324 8 <sup>th</sup> Avenue West



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### CITY DEMOGRAPHICS

#### U.S. Census Bureau

<u>PALMETTO</u>		<u>FLORIDA</u>	
Estimated median household income	\$50,762	Estimated median household income	\$61,777
Per capita income	\$29,252	Per capita income	\$35,216
Median Age in Palmetto	48.5	Median Age	42.2
Median house/condo value	\$172,500	Median house/condo value	\$248,700
Unemployment-Oct 2023	2.8%	Unemployment-Oct 2023	2.8%
Median Property Taxes with mortgages	\$1,599	Median Property Taxes with mortgages	\$1,618
Owner occupied Housing Unit Rate	63.2%	Owner occupied Housing Unit Rate	66.5%
Median Gross Rent	\$1,066	Median Gross Rent	\$1,301

For Population 25 years and over in Palmetto:

83.4%	High School education or higher
22.5%	Bachelor's degree or higher
24.2 minutes	Mean travel time to work

Nearest City:

Population <50,000	1.5 miles	Bradenton
Population 50,000+	13.1 miles	Sarasota
Population 200,000+	18.8 miles	St. Petersburg

Educational Centers:

Within City Limits:	Palmetto Elementary, Lincoln Middle School, Palmetto High School
Private Schools:	Manatee School for the Arts, Palmetto Christian School,
Colleges/Universities	
	State College of Florida – Bradenton – 6 miles
	University of South Florida – Manatee/Sarasota campus – 9.3 miles
	University of Tampa – Tampa – 30 miles

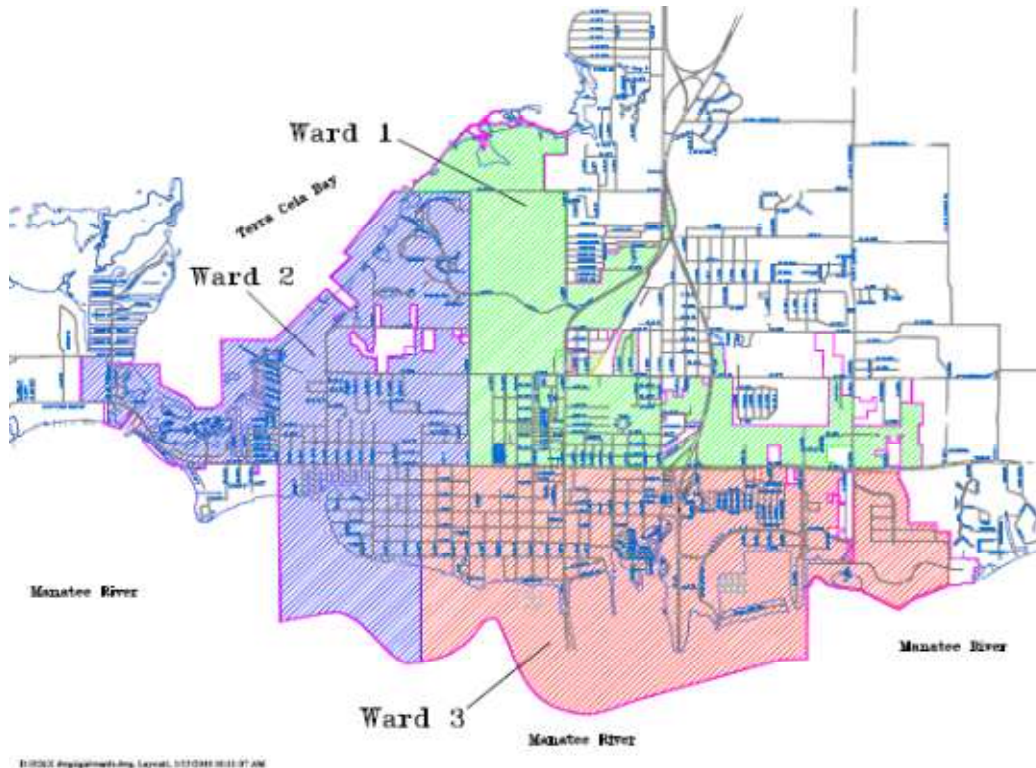
Principal Taxpayers in 2023:

<u>Taxpayer</u>	<u>Taxable Assessed Value</u>	<u>Percentage of Total Taxable Assessed Value</u>
Florida Power & Light Co	\$ 23,539,955	1.73%
Wal-Mart Stores East LP	\$ 15,498,816	1.14%
Palm Bay MHC Holdings LLC	\$ 13,817,862	1.01%
Colonial Manor MHC Holdings LLC	\$ 11,946,621	0.88%
Palmetto Mobile Home Club Inc.	\$ 11,466,975	0.84%
SS Palmetto LLC	\$ 11,136,907	0.82%
Palmetto, City of	\$ 9,344,003	0.69%
Pacific Tomato Growers LTD	\$ 8,482,399	0.62%
Weiler, David	\$ 8,014,953	0.59%
Publix Super Market Inc	\$ 7,921,670	0.58%
Total taxable assessed value	<u>\$ 1,362,536,728</u>	



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### City of Palmetto City Limits



#### Elected Officials

Mayor	Shirley Groover Bryant	Term – Nov., 2020 to Nov., 2024	<a href="mailto:mayor@palmettofl.org">mayor@palmettofl.org</a>
Ward 1	Harold Smith	Term – Nov., 2022 to Nov., 2026	<a href="mailto:hsmith@palmettofl.org">hsmith@palmettofl.org</a>
Ward 2	Sunshine Matthews	Term – Nov., 2022 to Nov., 2026	<a href="mailto:tvamadore@palmettofl.org">tvamadore@palmettofl.org</a>
Ward 3	Brian Williams	Term – Nov., 2022 to Nov., 2026	<a href="mailto:bwilliams@palmettofl.org">bwilliams@palmettofl.org</a>
At-Large	Tamara Cornwell	Term – Nov., 2020 to Nov., 2024	<a href="mailto:tcornwell@palmettofl.org">tcornwell@palmettofl.org</a>
At-Large	Sheldon Jones	Term – Nov., 2020 to Nov., 2024	<a href="mailto:sjones@palmettofl.org">sjones@palmettofl.org</a>

#### Staff

City Clerk	James R. Freeman	941-723-4570	<a href="mailto:jfreeman@palmettofl.org">jfreeman@palmettofl.org</a>
Assistant City Clerk	Cassi Bailey	941-723-4570	<a href="mailto:cbailey@palmettofl.org">cbailey@palmettofl.org</a>
Finance Director	Cheryl A Miller	941-723-4570	<a href="mailto:cmiller@palmettofl.org">cmiller@palmettofl.org</a>
Senior Purchasing Agent	Nixa Haisley	941-723-4570	<a href="mailto:nhaisley@palmettofl.org">nhaisley@palmettofl.org</a>
Human Resources Administrator	Paula Hall	941-723-4570	<a href="mailto:phall@palmettofl.org">phall@palmettofl.org</a>
Chief of Police	Scott Tyler	941-723-4887	<a href="mailto:styler@palmettofl.org">styler@palmettofl.org</a>
Public Works Director	Mohammed Rayan	941-723-4580	<a href="mailto:rrayan@palmettofl.org">rrayan@palmettofl.org</a>
Superintendent – Public Works	Matt Bloome	941-723-4580	<a href="mailto:mbloome@palmettofl.org">mbloome@palmettofl.org</a>
City Planner	TBD	941-723-4580	
Interim CRA Executive Director	Ed Johnson	941-723-4988	<a href="mailto:ejohnson@palmettocra.org">ejohnson@palmettocra.org</a>





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**Fiscal Year 2024 Budget  
List of Principal Officials**

**Elected Officials**

Shirley Groover Bryant	Mayor
Sheldon Jones	Vice Mayor, At-Large
Tamara Cornwell	Commissioner, At-Large
Harold Smith	Commissioner, Ward 1
Sunshine Matthews	Commissioner, Ward 2
Brian Williams	Commissioner, Ward 3

**Office of the City Clerk**

James R. Freeman	City Clerk
Cassi Bailey	Assistant City Clerk
Cheryl A. Miller	Finance Director

**Public Works**

Mohammed Rayan	Public Works Director
Matt Bloome	Superintendent
Grace Johnson	Public Works Administrator

**Police Department**

Scott Tyler	Police Chief
Mike Stinson	Captain
Lorenzo Waiters	Captain

**Community Redevelopment Agency**

Ed Johnson	Interim CRA Director
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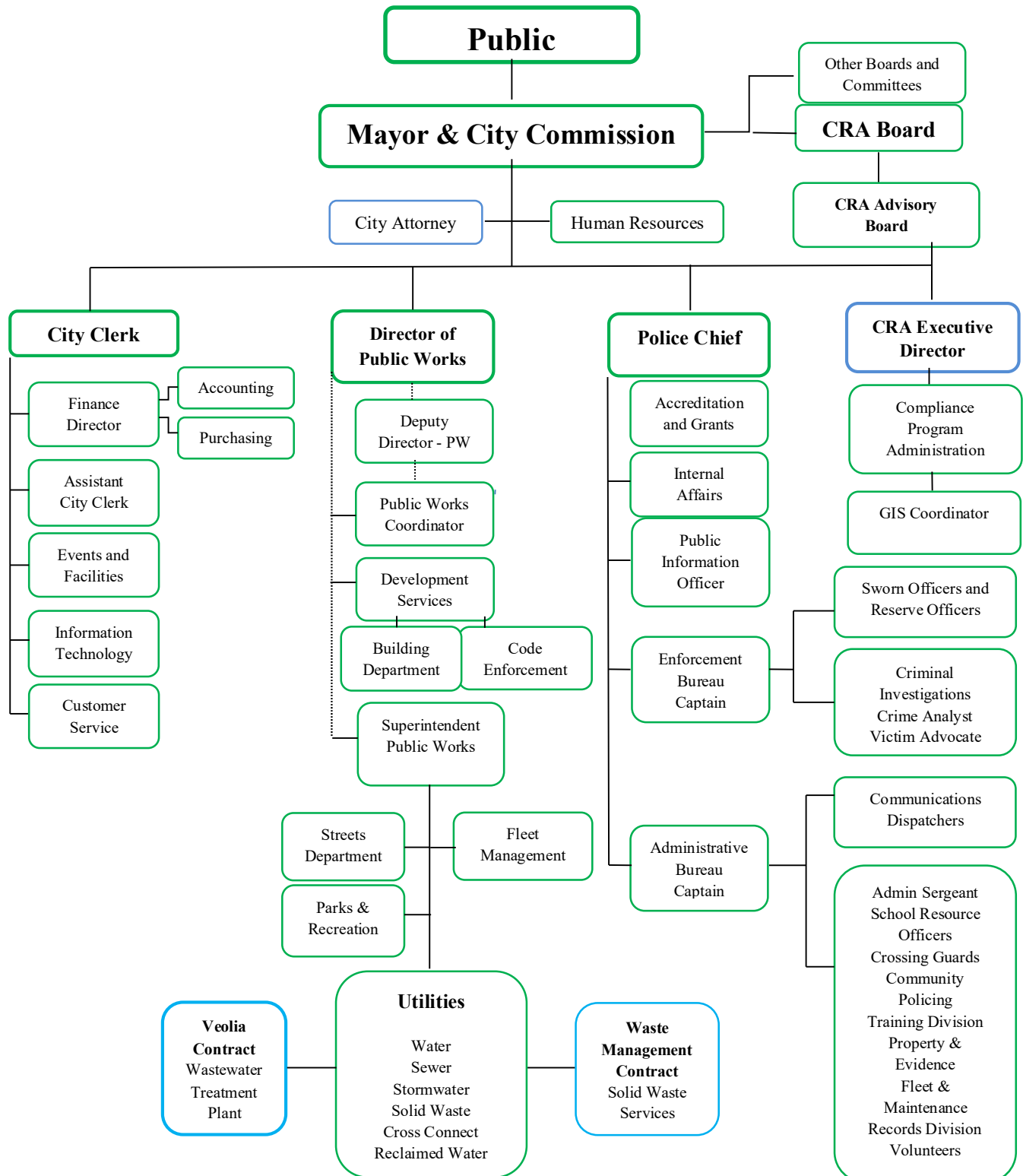
**City Attorney**

Mark Barnebey	City Attorney
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# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## ORGAINIZATION CHART





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### THE CITY OF PALMETTO BUDGET PROCESS

#### **The Budget: The Process Begins. . .**

The Budget process is key to the development and implementation of the City's long- and short-term plans. The process is designed to assist management in the development of those plans and goals to ensure that Palmetto remains a unique family-friendly community providing quality services to the citizens.

The City budgets resources on a fiscal year, which begins October 1<sup>st</sup> and ends on the following September 30<sup>th</sup>. A budget calendar is prepared defining timelines for the budget process, workshops, Truth in Millage (TRIM) compliance and Budget Hearings.

The budget process itself begins in the month of May prior to the coming fiscal year. Throughout the year, the Mayor, City Commission and City staff, collaborate on establishing a mission and broad goals for the community, and staff develops the short-term goals for the coming year based on information gleaned from the City Commission. The Finance Department collects information on expected revenue as well as fixed costs and uncontrollable changes in revenue and expenses.

The Mayor and City Commission's feedback from the goal setting and the estimates of expected revenue and expenses provides the groundwork and starting point for staff to begin framing the Operating and Capital Improvement Plan (CIP) budgets. Staff then begins the process of developing the budget for each cost center and enters the budget items into the budget software. The Finance Department is responsible for data entry of all personnel, benefits, debt service, insurance, transfers, and contracted expenses. The decision to increase wages and benefits is based on benefits cost estimates and revenue forecasts.

The County Property Appraiser issues the initial Truth in Millage (TRIM) information on the property valuation for the City on, or about, July 1 and this begins the TRIM process which is required to be completed within one hundred days. The City Clerk submits the first version of the budget in July with ad valorem tax revenue based on the valuation amount from the property appraiser and budget meetings begin. The City Commission must set the budget hearings and tentative millage rate, which can be lowered but not increased by August 4. The Commission passed the tentative millage rate on July 25<sup>th</sup>. Commission reviews the revenues and requested expenditures on a cost center basis making changes to line-item expenses as needed. Revenues are adjusted as additional information is received. The balanced Tentative Budget Resolution is required by mid-September and the Final Budget Resolution by the end of September.

This process began on April 20th for the fiscal year 2024 budget with the initial distribution of budget documents and cost centers information was to be returned to the Finance Department by May 31st. The first version of the 2024 Budget was distributed to Commission on July 10<sup>th</sup> with an 6% increase for general employee wages and a \$5,000 increase to base for sworn officers. Version 1 was a balanced budget however, questions remained unanswered including: revenue estimates from the state and county, health and property insurance costs, and personnel cost. The State released the estimates in late-July which exceeded the City's conservative projection in Version 1. Health and Property insurance and cost increase by 20% and 25% respectively and was offset with the overall revenue estimates in the respective funds.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Version 2 was presented to the City Commission on August 16<sup>th</sup> with personnel changes, revised assumptions related to property insurance, health increase rates decrease to 9% overall and State of Florida Revenue projections before settling on the Tentative and Final budget. The Tentative version was delivered to Commission on September 7<sup>h</sup> and was balanced with no increase to ad valorem taxes. Adjustments were made to the Tentative Budget in the form of truing up updated state revenue projections, personnel cost, and minor operating expenses. The Tentative Budget was presented to City Commission September 11<sup>th</sup> with all funds balanced or in a surplus position and after many cuts and creative funding as the City wanted to stay at the same millage rate. The Final Budget was adopted on September 25, 2022, with the second public hearing.

### Capital Improvement Process

The five-year capital improvement plan was presented to City Commission at a workshop on September 11<sup>th</sup> and adopted on October 9, 2023. The projects approved are public works electrical upgrade, wastewater treatment plant storage building, a new Public Works storage facility and electrical upgrades, water/sewer repairs, dredging and paving projects and continuation of the inflow and infiltration program. The total capital improvement plan for fiscal year 2024 is \$16,528,173 of which \$11,254,997 was carried-forward from fiscal year 2023. Further detail noted in the Capital Improvement Plan section of this book.

The City budgets the infrastructure half-cent sales tax separately. Manatee County voters approved a half-cent sales tax which began January 1, 2017 and be used for capital projects and infrastructure. The projects that listed for the 2024 included road paving projects, police department antenna and debt service for the new police station. As the sales tax sunsets in fifteen years, end of 2032 the City leverage \$6 million of future revenues for the construction of the new police station. Further detail noted in the Capital section of this book.





CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

## Budget Calendar

April						
Su	Mo	Tu	We	Th	Fr	Sa
	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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11	12	13	14	15	16	17
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25	26	27	28	29	30	

July						
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23	24	25	26	27	28	29
30	31					

August						
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26	27	28	29	30	31	

September						
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					1	2
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October						
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29	30	31				

November						
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19	20	21	22	23	24	25
26	27	28	29	30		

December						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

2023	Action
Apr-03	Regular Commission meeting – No budget action
Apr-20	Budget Kickoff - Meeting with budget managers
Apr-17	Regular Commission meeting – No budget action
May-01	Regular Commission meeting – No budget action
May-15	Budget due to Department Heads for review
May-19	Regular Commission meeting – No budget action
May-26	Property Tax Estimate Received
May-31	Budget due from Department Heads to Finance
Jun-05	Regular Commission meeting – No budget action
Jun-06	Budget discussion: Department Heads and Finance Staff
Jun-22	Budget discussion: Department Heads and Finance Staff
Jun-26	Regular Commission meeting – No budget action
Jul-01	Property appraiser certifies taxable value to City
Jul-10	Version 1 budget submitted to Commission by staff
Jul-18	Budget Meeting: CRA Dept Head and Finance Staff
Jul-27	Budget Approval by CRA Advisory Board
Jul-31	TRIM: Proposed Millage approved by Commission
Jul-31	Regular Workshop Meeting – Budget discussion
Aug-04	TRIM: Proposed Millage to Property Appraiser
Aug-07	Regular Workshop Meeting – Budget discussion
Aug-16	Budget Meeting: Version 2
Aug-21	Regular Workshop Meeting – Budget discussion
Aug-28	Budget Meeting: Version 2
Sep-11	TRIM: Required 1st Public Hearing and Approval of Tentative Budget
Sep-11	Regular Commission meeting - Discussion of CIP 5 year plan
Sep-21	TRIM: Advertisement in newspaper
Sep-25	TRIM: Required 2nd Public Hearing - Adoption of Budget
Sep-25	Regular Commission meeting - Discussion of CIP 5 year plan
Sep-30	End of day: Roll-forward FY 2024 Budget
Oct-01	New fiscal year and beginning of FY24 Budget Year
Oct-09	Regular Commission meeting
Oct-09	Regular Commission meeting - Adoption of CIP/Half Cent Infrastructure Projects
Oct-23	Regular Commission meeting
Nov-06	Regular Commission meeting
Nov-06	FY23 Final Budget Cleanup
Nov-20	Regular Commission meeting - Cancelled
Dec-04	Regular Commission meeting
Dec-04	Encumbrance Carryforward
Dec-18	Regular Commission meeting





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Final

**FISCAL YEAR 2024 BUDGET ASSUMPTIONS**

The budget for fiscal year 2023-2024 includes the following assumptions:

Ad Valorem

- General Fund ad valorem revenues levied are \$8,130,393 and are budgeted at 96%, or \$7,805,177 with the assumption of assessing a preliminary millage rate of \$5.9671. This is the same millage rate that was assessed last year. Gross taxable values have increased from \$1,184,803,749 in FY 2023 to \$1,362,536,728 or 15.01%. The millage rate of \$5.9671 is 11.02% higher than the roll-back rate of \$5.3747.
- This year the City added approximately \$33 million of new construction compared to \$22 million in the prior year.
- Taxable value in the TIF area is up \$62,645,508 for a total value of \$586,475,238 representing a 12.23% increase from the previous year. With the base year of taxable value of \$92,986,708, the current year tax increment value is \$492,972,212 compared to \$429,097,435 in the previous year representing a 14.89% increase. TIF monies from the City to CRA will equal \$2,794,534 compared to \$2,442,339 the previous year, an increase of 14.42%. TIF monies from Manatee County to the CRA are also projected to increase and are loaded at \$2,952,448 versus \$2,578,595 last year. This represents an increase of 14.50%.

**Pursuant to TRIM, the City Commission established a proposed millage rate at the 7/31/23 meeting so that it can be communicated to the Manatee County Property Appraiser. Please note, this millage rate can be lowered during the budgeting process however it cannot be raised once set.**

General Fund

- All Revenue Estimates from the State of Florida have been received.
- The Police Department is requesting \$463,413 for the FY2024 Community Policing Innovation Plan (CPIP), which is funded by the CRA. This is a decrease of \$75,484 due to the removal of funding for one officer. That officer is now fully funded by the General Fund. Non-personnel costs are consistent in structure with previous plans. The CRA Advisory Board reviewed and approved the CPIP at their July 27th meeting.
- Public Works requested the CRA to fund a full time Code Enforcement Officer whose responsibilities will fall entirely within the CRA district. The total costs for personnel and related non-personnel costs is \$64,926. The CRA Advisory Board reviewed and approved the additional Code Enforcement officer at their July 27th meeting.
- The Building Department is balanced and uses no Building Department Reserves.

Community Redevelopment Agency

- The CRA Budget was approved at the CRA Advisory Board on July 27, 2023.
- TIF Revenue is budgeted using current City of Palmetto and Manatee County millage rates.



## **CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET**

Final

### Road & Bridge Fund

- The Road & Bridge Fund is presented as balanced. Fuel Tax revenue estimates have been received from Manatee County.

### Solid Waste Fund

- The Solid Waste Fund is presented as balanced. A projected 4% increase in Waste Management rates has been included with the corresponding increase to service charge and franchise fee revenue.

### Water/Sewer/Stormwater/Reuse Funds

- The Water/Sewer, Stormwater, and Reuse funds all currently have a budgetary surplus. Utility revenues have been adjusted according to the Utility Rate Study and as is tradition, staff will propose that the surpluses will be used to fund CIP Projects. Costs traditionally associated with backflow and meter replacement have been moved to the CIP as part of a new Meter Replacement Project. This project, as well as the rest of the CIP, will be brought to Commission over the course of the next month with the goal of receiving Commission approval by the end of the October 2023.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Final

## Wages and Benefits

- The budget contains 142 funded positions.
  - 124 full-time
  - 12 part-time
  - 6 Elected Officials
- Positions filled since Version 1 (7/10/2023)
  - 1 City Hall – Finance - Purchasing Specialist - full-time (Started. 8/16/23)
- Vacant Positions – 28 vacant positions remain funded in the budget: 23 full-time and 5 part-time.

Location	Department	No. of Positions		Position Description	Last Filled
		FT	PT		
Police	Police	5		Police Officers	04/28/23; 05/09/23; 3x 05/10/23
<b>Total Police Department</b>		<b>5</b>	<b>0</b>		
City Hall	Events/Facilities	1		Facilities/Events Specialist	07/07/23
<b>Total City Hall</b>		<b>1</b>	<b>0</b>		
Public Works	Building Dept		1	Building Inspector	12/27/16
Public Works	Planning	1		City Planner	04/27/21
Public Works	Parks	1		Service Worker I	08/03/22
Public Works	Parks	2		Service Worker II	06/22/21; 03/28/23
Public Works	Road & Bridge	2		Service Worker I	02/25/22; 03/14/23
Public Works	Road & Bridge	1		Sign Maintenance Tech	05/23/23
Public Works	Water	1		PW Supervisor	11/19/21
Public Works	Water	1		Equipment Operator	07/31/23
Public Works	Sewer	1		Service Worker I	02/15/22
Public Works	Sewer	1		Service Worker II	03/28/23
Public Works	Sewer	1		Service Worker III	08/15/23
Public Works	Stormwater	1		Service Worker I	10/25/22
Public Works	Stormwater	1		Crew Leader	06/03/22
Public Works	Reclaim	2		Service Worker I	04/27/21; 09/22/21
Public Works	Reclaim	1		Equipment Operator	Unfilled (Approved FY22)
<b>Total Public Works</b>		<b>17</b>	<b>1</b>		
CRA	CRA	0	4	Intern Positions	Unfilled (Approved FY23)
<b>Total CRA</b>		<b>0</b>	<b>4</b>		
<b>Total Overall Vacancies</b>		<b>23</b>	<b>5</b>		

- New Positions – 2 full-time
  - 1 Public Works – PW Administration - Deputy Director of Public Works – (Previously Unfunded)
  - 1 Public Works – Code Enforcement - Code Enforcement Officer – (CRA Funded)



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Final

The Commission and Mayor's salaries, as well general employees receive an 6% increase over FY 2023. In lieu of a step increase, City staff is proposing that the current Pay Matrix is updated to reflect a \$5,000 increase to each step. This increase will require coordination to modify the existing PBA agreement.

- Pension costs are loaded based on the actuarial report received in October of 2022. The rate for PD increased from 17.55% to 20.39% for FY 2024. General Employees' pension increased from 8.67% to 9.33% for FY 2024.
- The renewal cost for health insurance is projected at 9% over prior year.

Expenses

- The budget for the City's Property, Casualty and Liability insurance increased on average by 40% based on final rates received from our insurance carrier, FMIT. Much of the increase is due to recent storm related property coverages.
- Cost allocation for General Fund support services methodology is consistent with prior years.
- The funding of one-time expenditures with fund balance is allowed by the Fund Balance policy and includes:
  - Contingencies:
    - Insurance Contingencies - \$40,000 (General Fund)
    - Hurricane emergency supplies -\$18,500 total
  - One-time non-capital expense
    - Police Department Demolition - \$80,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Final

**Capital Expenses**

The following capital expenditures for equipment are funded as follows:

<b>Location</b>	<b>Department</b>	<b>Fund Balance</b>	<b>Operating Budget</b>	<b>Total Capital Purchases</b>
<b><u>City Hall</u></b>				
A/C Unit - Carnegie Library	Facilities	10,000	-	10,000
A/C Units Replacements	Facilities	10,000		10,000
Mini-Split - PW	Facilities	5,400		5,400
Gym Equipment	PD	5,000		5,000
Laserfische Upgrade	IT		4,000	4,000
Sans (CH)	IT	-	45,500	45,500
Sans (PD)	IT	65,500	-	65,500
Switch (Sutton Pk)	IT	6,000		6,000
Laptops (9)	IT		24,300	24,300
(2) Exacq Network Video Recorder	IT	20,000	-	20,000
Server	IT	11,000	-	11,000
				-
<b>Total City Hall</b>		<b>\$ 132,900</b>	<b>\$ 73,800</b>	<b>\$ 206,700</b>
<b><u>Community Development Agency</u></b>				
Lincoln Park Sign			30,000	30,000
Electronics			5,000	5,000
<b>Total CRA</b>		<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
<b><u>Public Works</u></b>				
Bush Hog	Parks	10,000	-	10,000
Light Plant (2)	Road/Bridge	6,000	-	6,000
Ground Penetrating Radar	Road/Bridge	22,000		22,000
John Deere Mower	Road/Bridge	15,000		15,000
Rolloff (10yd) (2)	Solid Waste		7,200	7,200
Rolloff (20yd) (2)	Solid Waste		9,000	9,000
Dewalt Crimping Tool	Cross Connect	6,000		6,000
Hydraulic Lift Unit (20676)	Water	15,000		15,000
Well Point Equipment/Hoses	Sewer	2,000		2,000
Push Camera	Sewer	12,000		12,000
Pipe Laser	Stormwater		4,700	4,700
Survey Instrument	Stormwater		8,000	8,000
Pipe Plug Inflatable	Stormwater		8,800	8,800
Generator	Reuse		3,000	3,000
<b>Total Public Works</b>		<b>\$ 88,000</b>	<b>\$ 40,700</b>	<b>\$ 128,700</b>
<b>Total Capital Purchases</b>		<b>\$ 220,900</b>	<b>\$ 149,500</b>	<b>\$ 370,400</b>





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Final

**FY24 Capital Lease Breakdown**

Total Capital Lease	\$988,000
Term	Quarterly
Budget: Estimated Interest	6.00%
FY 24 Principal & Interest Payments	\$139,832

- ☞ The Finance Department request quotes from lending institutions in Feb/Mar.
- ☞ Therefore, the City budgets two payments for June and September.

<b>GENERAL FUND</b>			
<b>Police Department</b>	<b>Price</b>	<b>Amount</b>	<b>Payments</b>
4   Patrol SUV	68,000	272,000	
4   Mobile Radio	6,500	26,000	
4   Docking Station	1,000	4,000	
<b>Total Police Department</b>		<b>302,000</b>	<b>42,742</b>
<b>Total General Fund</b>		<b>\$302,000</b>	<b>\$ 42,742</b>
<b>ROAD &amp; BRIDGE FUND</b>			
1   2023 Dump Truck	260,000	260,000	
<b>Total Road &amp; Bridge Fund</b>		<b>\$260,000</b>	<b>\$ 36,798</b>
<b>ENTERPRISE FUNDS</b>			
<b>WATER SEWER FUND</b>			
<b>Customer Service</b>			
1   2024 F-150 Pickup or comparable	41,000	41,000	5,802
<b>Waste Water Treatment Plant</b>			
1   Bobcat Telehandler	120,000	120,000	16,984
<b>Total Water Sewer Fund</b>		<b>\$161,000</b>	<b>\$ 22,786</b>
<b>STORMWATER FUND</b>			
1   Long Arm Mower	265,000	265,000	
<b>Total Stormwater Fund</b>		<b>\$265,000</b>	<b>\$ 37,506</b>
<b>TOTAL ALL FUNDS</b>		<b>\$988,000</b>	<b>\$139,832</b>



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Final

## Debt Expense – Principal Payments

Description	Original Loan	Start Date	Maturity	Balance as of 9/30/2023	Debt Svc Exp Fiscal Yr 2024	Balance as of 9/30/2024
<b><u>STATE REVOLVING FUND</u></b>						
SRF - EQ Design	368,749	12/15/2018	12/15/2038	287,801	17,710	270,090
SRF - EQ Basin Construction	6,546,496	6/10/2019	12/15/2038	5,564,499	341,197	5,223,302
<b>Total SRF Loans</b>	<b>\$ 6,915,245</b>			<b>5,852,300</b>	<b>358,908</b>	<b>\$ 5,493,392</b>
<b><u>BANK QUALIFIED LOAN</u></b>						
2006 CRA Loan	4,395,000	7/18/2006	7/31/2026	678,902	219,750	459,152
2014 Loan (CIP)	1,250,000	11/1/2014	8/31/2029	567,823	87,597	480,226
2019 Loan (CIP) Refinanced	7,151,300	6/3/2019	1/1/2028	2,711,500	963,300	1,748,200
2021 Loan (PD Building)	5,636,000	11/1/2021	7/1/2032	4,674,000	494,000	4,180,000
<b>Total Bank Qualified Loan</b>	<b>\$ 18,432,300</b>			<b>8,632,225</b>	<b>1,764,647</b>	<b>6,867,578</b>
<b><u>CAPITAL LEASE</u></b>						
FY 2019 Capital Lease (FPL Project)	252,031	9/1/2019	9/1/2031	188,662	23,539	171,070
FY 2020 Capital Lease	483,300	5/28/2020	2/28/2024	62,256	62,256	-
FY 2021 Capital Lease	1,290,619	6/1/2021	2/1/2025	383,686	326,031	57,654
FY 2022 Capital Lease	726,000	6/1/2022	2/1/2026	460,041	181,432	278,609
FY 2023 Capital Lease	710,000	6/1/2023	2/1/2027	626,458	170,761	455,697
FY 2024 Capital Lease (estimation only)	988,000	6/1/2024	2/1/2027	-	139,832	848,169
<b>Total Capital Lease</b>	<b>\$ 4,449,950</b>			<b>1,721,102</b>	<b>903,851</b>	<b>1,811,199</b>
<b><u>INTERLOCAL AGREEMENT</u></b>						
Lincoln Pool Construction share	2,001,360	10/1/2022	10/1/2031	1,801,224	200,136	\$ 1,601,088
<b>TOTAL DEBT - Principal Only</b>	<b>\$ 31,798,855</b>			<b>\$ 18,006,851</b>	<b>\$ 3,227,541</b>	<b>\$ 15,773,258</b>

General Fund	\$	962,486	\$	5,078,579
Road & Bridge Fund	\$	235,783	\$	494,503
Enterprise Fund	\$	1,594,148	\$	8,099,271
Community Redevelopment Agency	\$	435,124	\$	2,100,905
	<b>\$</b>	<b>3,227,541</b>	<b>\$</b>	<b>15,773,258</b>

**CITY OF PALMETTO  
RESOLUTION NO. 2023-14**

**A RESOLUTION OF THE CITY OF PALMETTO OF MANATEE COUNTY,  
FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES  
FOR THE CITY OF PALMETTO FOR FISCAL YEAR 2024; AND  
PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palmetto of Manatee County, Florida, on September 25, 2023, adopted Fiscal Year Final Millage Rates following a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the City of Palmetto of Manatee County, Florida, held a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the gross taxable value for operating purposes not exempt from taxation within the City of Palmetto has been certified by the Manatee County Property Appraiser to the City of Palmetto as \$1,362,536,728.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Palmetto of Manatee County, Florida, that:

Section 1: The Fiscal Year 2024 operating millage is 5.9671 mills, which is 11.02% greater than the rolled-back rate of 5.3747.

Section 2: The City of Palmetto has no voted debt service millage.

Section 3: This resolution shall take effect immediately upon its adoption.

**PASSED AND DULY ADOPTED**, at a public hearing with a quorum present and voting, this 25th day of September, 2023 at 7:11 pm.

CITY OF PALMETTO, FLORIDA, BY THE  
CITY COMMISSION OF THE CITY OF  
PALMETTO, FLORIDA

BY: Shirley Groover Bryant  
SHIRLEY GROOVER BRYANT, MAYOR

ATTEST: JAMES R. FREEMAN  
City Clerk

BY: [Signature]  
City Clerk

**CITY OF PALMETTO  
RESOLUTION NO. 2023-15**

**A RESOLUTION OF THE CITY OF PALMETTO OF MANATEE COUNTY, FLORIDA,  
ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024; AND PROVIDING FOR  
AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palmetto of Manatee County, Florida, on September 25, 2023, held a public hearing as required by Florida Statute 200.065; and

**WHEREAS**, the City of Palmetto of Manatee County, Florida, has determined that it is necessary and in the best interest of the City to establish a final budget for the Fiscal Year 2024.

**WHEREAS**, the City of Palmetto of Manatee County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2024 in the amount of \$42,006,488.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Palmetto of Manatee County, Florida, that:

Section 1: The Final Budget for Fiscal Year 2024, as shown on Attachment "A" to this Resolution, incorporated herein and made a part hereof, is hereby adopted.

Section 2: This resolution shall take effect immediately upon its adoption.

**PASSED AND DULY ADOPTED**, at a public hearing with a quorum present and voting, this 25th day of September, 2023 at 7:13 pm.

CITY OF PALMETTO, FLORIDA, BY THE  
CITY COMMISSION OF THE CITY OF  
PALMETTO, FLORIDA

BY: Shirley Groover Bryant  
SHIRLEY GROOVER BRYANT, MAYOR

ATTEST: JAMES R. FREEMAN  
City Clerk

BY: James R. Freeman  
City Clerk

**ATTACHMENT A**  
**Fiscal Year 2024**  
**Final Budget**  
**Resolution 2023-15**

**General Fund - #001**

Mayor & Commission	459,432
City Clerk	3,369,489
Information Technology	1,082,007
City Attorney	363,621
Finance	884,673
Human Resources	301,608
Events and Facilities	346,602
Police	6,384,296
Code Enforcement	291,681
Public Works Administration	798,377
Planning	224,606
Fleet Maintenance	276,794
Parks & Landscape	949,502
Building Department	728,477
Total General Fund Expenses	<u>\$ 16,461,165</u>

**CRA Fund - #190**

\$ 9,571,547

**Road & Bridge Fund - #307**

\$ 2,160,219

**Solid Waste Fund - #403**

\$ 2,815,029

**Water and Sewer Fund - #432**

Cross Connect	374,844
Water Department	2,896,474
Sewer Department	1,891,038
Customer Service	819,743
Waste Water Treatment Plant	3,149,240
Total Water and Sewer Fund Expenses	<u>\$ 9,131,339</u>

**Stormwater Fund - #440**

\$ 1,282,806

**Reuse Fund - #460**

\$ 584,383

**TOTAL CITY BUDGET**

\$ 42,006,488



**RESOLUTION NO. 2023-16**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA, ADOPTING THE CAPITAL IMPROVEMENT PLAN BUDGET FOR FISCAL YEARS 2024-2028; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palmetto, Florida has determined that it is necessary to adopt a Capital Improvement Plan;

**WHEREAS**, it is necessary to provide budgetary authorization for the expenditure of these funds in Fiscal Year 2024;

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA:**

**Section 1:** The Capital Improvement Plan for 2024 through 2028 as shown on Attachment A to this Resolution is hereby adopted in the total amount of \$23,778,173.

**Section 2:** The Capital Improvement Plan Budget for the Fiscal Year 2023 as shown on Attachments A to this Resolution is hereby adopted in the amount of \$16,528,173.

**Section 3:** The budget for funding from fund balance/net position as detailed on Attachment A to the Resolution is hereby adopted in the amount of \$15,959,126.

**Section 4:** This Resolution shall become effective immediately upon its passage

**PASSED AND DULY ADOPTED**, in regular session, by the City Commission of the City of Palmetto, with a quorum present and voting, this 9th day of October, 2023.

CITY OF PALMETTO, FLORIDA  
BY AND THROUGH THE CITY  
COMMISSION OF THE CITY OF  
PALMETTO

By:   
SHIRLEY GROOVER BRYANT, MAYOR

ATTEST: JAMES R. FREEMAN

By:   
City Clerk



CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

2024- 2028 CAPITAL IMPROVEMENT PLAN

Project Description	FY2023 PROJECTS CARRIED FORWARD	NEW FY2024 FUNDING	TOTAL FY2024 FUNDING	FY2025	FY2026	FY2027	FY2028	Total Project Cost
<b>Road Improvements</b>								
1 Surface Upgrades: 7th St W	\$ 625,868	\$ 274,132	\$ 900,000					\$ 900,000
* 2 CDBG - 7th Street Extension	138,182	-	138,182					138,182
3 Street Paving	-	-	-	200,000	200,000	200,000	200,000	800,000
4 7th Street Intersection (L. Turn Signal)	-	20,000	20,000	-	-	-	-	20,000
5 10th Street Intersection (R. Turn Lane)	-	750,000	750,000	-	-	-	-	750,000
<b>ROAD IMPROVEMENTS TOTAL</b>	<b>\$ 764,050</b>	<b>\$ 1,044,132</b>	<b>\$ 1,808,182</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 2,608,182</b>
<b>Public Facilities/Parks</b>								
1 City Facility Security	\$ 39,562	\$ 50,000	\$ 89,562	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 189,562
2 City Wide Facilities Upgrades	58,898	16,000	74,898	25,000	25,000	25,000	25,000	174,898
3 PW Electrical Upgrade	110,028	-	110,028	-	-	-	-	110,028
4 PW Storage Building	600,000	-	600,000	-	-	-	-	600,000
5 WWTP Storage Building	300,000	-	300,000	-	-	-	-	300,000
6 Public Works Administration Building (Design)	200,000	-	200,000	-	-	-	-	200,000
** 7 14th Street Park	100,000	500,000	600,000	-	-	-	-	600,000
8 Park Land Acquisition	-	250,000	250,000	-	-	-	-	250,000
<b>PUBLIC FACILITIES/PARKS TOTAL</b>	<b>\$ 1,408,488</b>	<b>\$ 816,000</b>	<b>\$ 2,224,488</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 2,424,488</b>
<b>Stormwater</b>								
1 Dredging	\$ 550,000	\$ 163,194	\$ 713,194	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,113,194
2 17th Street & 24th Avenue	150	99,850	100,000	-	-	-	-	100,000
3 4th St & 10th Ave	133,046	-	133,046	-	-	-	-	133,046
<b>STORMWATER TOTAL</b>	<b>\$ 683,196</b>	<b>\$ 263,044</b>	<b>\$ 946,240</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 1,346,240</b>
<b>Water/Sewer</b>								
1 WWTP Expansion	\$ 124,132	\$ 150,000	\$ 274,132	\$ -	\$ -	\$ -	\$ -	\$ 274,132
2 WWTP Upgrades	456,625	250,000	706,625	200,000	200,000	200,000	200,000	1,506,625
** 3 Lift Station Upgrades	201,229	200,000	401,229	100,000	100,000	100,000	100,000	801,229
4 Sewer Lines R&R	141,138	-	141,138	50,000	500,000	500,000	500,000	1,691,138
** 5 I&I Program	1,418,889	500,000	1,918,889	400,000	400,000	400,000	400,000	3,518,889
6 Water Lines R&R	1	500,000	500,001	150,000	150,000	150,000	150,000	1,100,001
7 Chloramines Injection System	24,812	50,000	74,812	-	-	-	-	74,812
8 Meter Replacement Program	-	200,000	200,000	200,000	200,000	200,000	200,000	1,000,000
<b>WATER/SEWER TOTAL</b>	<b>\$ 2,366,825</b>	<b>\$ 1,850,000</b>	<b>\$ 4,216,825</b>	<b>\$ 1,100,000</b>	<b>\$ 1,550,000</b>	<b>\$ 1,550,000</b>	<b>\$ 1,550,000</b>	<b>\$ 9,966,825</b>
<b>Reuse</b>								
1 PARS Expansion	\$ 32,438	\$ -	\$ 32,438	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 132,438
2 UV System - WWTP	500,000	1,300,000	1,800,000	-	-	-	-	1,800,000
<b>REUSE TOTAL</b>	<b>\$ 532,438</b>	<b>\$ 1,300,000</b>	<b>\$ 1,832,438</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 1,932,438</b>
<b>Comprehensive Utility Upgrades</b>								
** 1 Ward 1 Phase III	\$ 5,000,000	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000
2 Ward 1 Phase IV (Design)	500,000	-	500,000	-	-	-	-	500,000
<b>Comprehensive Utility Upgrades Total</b>	<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>
<b>GRAND TOTAL</b>	<b>\$ 11,254,997</b>	<b>\$ 5,273,176</b>	<b>\$ 16,528,173</b>	<b>\$ 1,475,000</b>	<b>\$ 1,925,000</b>	<b>\$ 1,925,000</b>	<b>\$ 1,925,000</b>	<b>\$ 23,778,173</b>

\* Grant funded project

\*\* Includes previously approved ARPA funds



CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

2024 - 2028 CAPITAL IMPROVEMENT PLAN  
ATTACHMENT A

Project Description	Supporting Fund	Initial CIP Fiscal Year	FY2023 Funding Carried Forward	Current Revenue	City Fund Balance	Impact Fees	Total FY2024 CIP
<b>Road Improvements</b>							
1 Surface Upgrades: 7th St W	Capital Projects/R&B	FY2020	\$ 625,868	\$ -	\$ 274,132	\$ -	\$ 900,000
* 2 CDBG - 7th Street Extension	Capital Projects	FY2021	138,182	-	-	-	138,182
3 Street Paving	Road & Bridge	Annual	-	-	-	-	-
4 7th Street Intersection (L. Turn Signal)	Road & Bridge/Half Cent	FY2024	-	11,000	9,000	-	20,000
5 10th Street Intersection (R. Turn Lane)	Road & Bridge	FY2024	-	-	375,000	375,000	750,000
<b>ROAD IMPROVEMENTS TOTAL</b>			<b>\$ 764,050</b>	<b>\$ 11,000</b>	<b>\$ 658,132</b>	<b>\$ 375,000</b>	<b>\$ 1,808,182</b>
<b>Public Facilities/Parks</b>							
1 City Facility Security	Capital Projects	Annual	\$ 39,562	\$ -	\$ 50,000	\$ -	\$ 89,562
2 City Wide Facilities Upgrades	Capital Projects	Annual	58,898	-	16,000	-	74,898
3 PW Electrical Upgrade	GF/RB/WS/SW/RU	FY2021	110,028	-	-	-	110,028
4 PW Storage Building	GF/RB/WS/SW/RU/HC	FY2021	600,000	-	-	-	600,000
5 WWTP Storage Building	Water/Sewer	FY2021	300,000	-	-	-	300,000
6 Public Works Administration Building (Design)	GF/BLDG/RB/WS/SW/RU	FY2022	200,000	-	-	-	200,000
** 7 14th Ave Park	GF/HC	FY2024	100,000	325,000	-	175,000	600,000
8 Park Land Acquisition	GF	FY2024	-	-	75,000	175,000	250,000
<b>PUBLIC FACILITIES/PARKS TOTAL</b>			<b>\$ 1,408,488</b>	<b>\$ 325,000</b>	<b>\$ 141,000</b>	<b>\$ 350,000</b>	<b>\$ 2,224,488</b>
<b>Stormwater</b>							
1 Dredging	Road & Bridge/Stormwater	Annual	550,000	63,194	100,000	-	713,194
2 17th Street & 24th Avenue	Stormwater	FY2024	150	-	99,850	-	100,000
3 4th St & 10th Ave	Stormwater	FY2023	133,046	-	-	-	133,046
<b>STORMWATER TOTAL</b>			<b>\$ 683,196</b>	<b>\$ 63,194</b>	<b>\$ 199,850</b>	<b>\$ -</b>	<b>\$ 946,240</b>
<b>Water/Sewer</b>							
1 WWTP Expansion	Water/Sewer	Annual	\$ 124,132	\$ -	\$ -	\$ 150,000	\$ 274,132
2 WWTP Upgrades	Water/Sewer	Annual	456,625	-	250,000	-	706,625
** 3 Lift Station Upgrades	Water/Sewer	Annual	201,229	-	200,000	-	401,229
4 Sewer Lines R&R	Water/Sewer	Annual	141,138	-	-	-	141,138
** 5 I&I Program	Water/Sewer	Annual	1,418,889	-	500,000	-	1,918,889
6 Water Lines R&R	Water/Sewer	Annual	1	-	500,000	-	500,001
7 Chloramines Injection System	Water/Sewer	FY2014	24,812	-	50,000	-	74,812
8 Meter Replacement Program	Water/Sewer	FY2024	-	99,711	100,289	-	200,000
<b>WATER/SEWER TOTAL</b>			<b>\$ 2,366,825</b>	<b>\$ 99,711</b>	<b>\$ 1,600,289</b>	<b>\$ 150,000</b>	<b>\$ 4,216,825</b>
<b>Reuse</b>							
1 PARS Expansion	Reuse	Annual	\$ 32,438	\$ -	\$ -	\$ -	\$ 32,438
2 UV System - WWTP	Reuse	FY2022	500,000	70,142	629,858	600,000	1,800,000
<b>REUSE TOTAL</b>			<b>\$ 532,438</b>	<b>\$ 70,142</b>	<b>\$ 629,858</b>	<b>\$ 600,000</b>	<b>\$ 1,832,438</b>
<b>Comprehensive Utility Upgrades</b>							
** 1 Ward 1 Phase III	Water/Sewer/R&B/SW/RU	FY2021	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 5,000,000
2 Ward 1 Phase IV (Design)	Water/Sewer	FY2022	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
<b>Comprehensive Utility Upgrades Total</b>			<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>
<b>GRAND TOTAL</b>			<b>\$ 11,254,997</b>	<b>\$ 569,047</b>	<b>\$ 3,229,129</b>	<b>\$ 1,475,000</b>	<b>\$ 16,528,173</b>

\* Grant funded project

\*\* Includes previously approved ARPA funds



# CITY OF PALMETTO, FLORIDA

## 2023-2024 BUDGET

### 2024 - 2028 CAPITAL IMPROVEMENT PLAN ATTACHMENT A

Project Description	Supporting Fund	FY2023 Budget	Expense YTD	Encumbered	YTD + ENC	Available Balance
<b>Road Improvements</b>						
1 Surface Upgrades: 7th St W	Capital Projects	500,000	-	-	-	500,000
2 CDBG - 7th Street Extension	Capital Projects	3,200,000	2,133,831	927,987	3,061,818	138,182
3 Street Paving	Road & Bridge	700,000	574,132	-	574,132	125,868
<b>Road Improvements Total</b>		<b>4,400,000</b>	<b>2,707,962</b>	<b>927,987</b>	<b>3,635,950</b>	<b>764,050</b>
<b>Public Facilities/Parks</b>						
1 City Facility Security	Capital Projects	67,175	27,613	-	27,613	39,562
2 City Wide Facilities Upgrades	Capital Projects	124,795	65,897	-	65,897	58,898
3 PW Electrical Upgrade	GF/RB/WS/SW/RU	148,673	38,645	-	38,645	110,028
4 PW Storage Building	GF/RB/WS/SW/RU/HC	600,000	-	-	-	600,000
5 WWTP Storage Building	Water/Sewer	300,000	-	-	-	300,000
6 Building	GF/RB/WS/SW/RU	200,000	-	-	-	200,000
7 Outdoor Recreationg	GF	100,000	-	-	-	100,000
<b>Public Facilities/Parks Total</b>		<b>1,540,643</b>	<b>132,155</b>	<b>-</b>	<b>132,155</b>	<b>1,408,488</b>
<b>Stormwater</b>						
1 Dredging	Stormwater	550,000	-	-	-	550,000
2 27th Ave Blvd Box Culvert	Stormwater	250,000	249,850	-	249,850	150
3 4th St & 10th Ave	Stormwater	133,046	-	-	-	133,046
<b>Stormwater Total</b>		<b>933,046</b>	<b>249,850</b>	<b>-</b>	<b>249,850</b>	<b>683,196</b>
<b>Water/Sewer</b>						
1 WWTP Expansion	Water/Sewer	975,000	847,635	3,234	850,868	124,132
2 WWTP Upgrades	Water/Sewer	1,336,327	214,439	665,263	879,702	456,625
4 WWTP R&R	Water/Sewer	-	-	-	-	-
3 Lift Station Upgrades	Water/Sewer	909,806	189,054	519,523	708,577	201,229
4 Sewer Lines R&R	Water/Sewer	141,138	-	-	-	141,138
5 I&I Program	Water/Sewer	1,600,665	181,777	-	181,777	1,418,889
6 Water Lines R&R	Water/Sewer	201,087	143,702	57,384	201,086	1
7 Chloramines Injection System	Water/Sewer & Loan	43,698	10,847	8,039	18,886	24,812
<b>Water/Sewer Total</b>		<b>5,207,721</b>	<b>1,587,454</b>	<b>1,253,443</b>	<b>2,840,897</b>	<b>2,366,825</b>
<b>Reuse</b>						
1 PARS Expansion	Reuse	32,438	-	-	-	32,438
2 UV System - WWTP	Reuse	500,000	-	-	-	500,000
<b>Reuse Total</b>		<b>532,438</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>532,438</b>
<b>Comprehensive Utility Upgrades</b>						
1 Ward 1 Phase III	Water/Sewer/R&B	5,045,610	2,030	43,580	45,610	5,000,000
2 Ward 1 Phase IV	Water/Sewer/Storm	500,000	-	-	-	500,000
<b>Comprehensive Utility Upgrades Total</b>		<b>5,545,610</b>	<b>2,030</b>	<b>43,580</b>	<b>45,610</b>	<b>5,500,000</b>
<b>GRAND TOTAL</b>		<b>18,159,459</b>	<b>4,679,452</b>	<b>2,225,010</b>	<b>6,904,462</b>	<b>11,254,997</b>

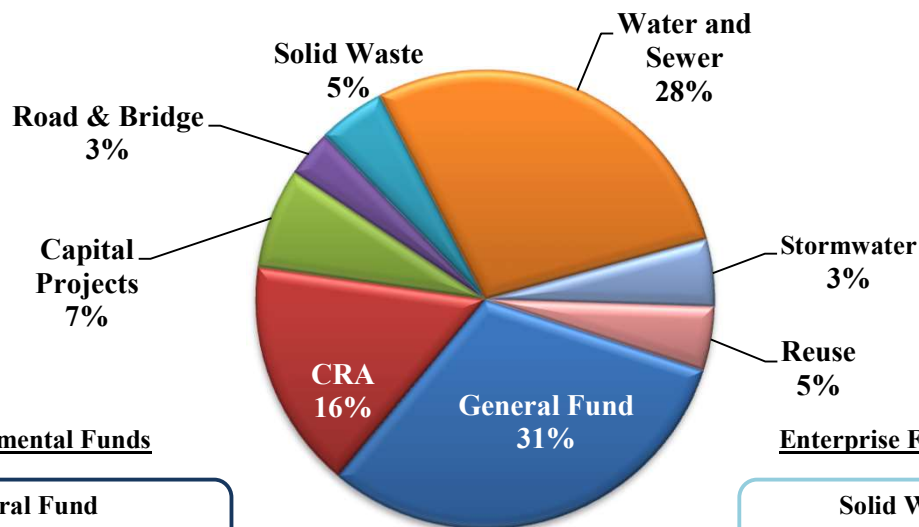


**CITY OF PALMETTO, FLORIDA**  
**2023 - 2024 BUDGET**

**Budget Breakdown**  
**All Funds**

Including Capital Improvement Program (CIP)

**FY 2024**  
**Total Fund**  
**Expenditure Budget**  
**(Before other sources)**  
**\$ 58,306,730**



**Governmental Funds**

**General Fund**  
**\$ 18,108,554**

**Community Redevelopment  
Agency (CRA)**  
**\$ 9,446,869**

**Road and Bridge  
Fund**  
**\$ 1,934,324**

**Capital Project Funds  
(combined)**  
**\$ 4,141,392**

**Enterprise Funds**

**Solid Waste Fund**  
**\$ 2,753,579**

**Water and Sewer  
Fund**  
**\$ 16,537,130**

**Stormwater Fund**  
**\$ 2,762,199**

**Reuse Fund**  
**\$ 2,622,683**





# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## Where the Money Comes From And Where it Goes

### City-Wide Fund Revenues

Property Taxes	\$ 13,552,159
Sales Tax	2,763,522
Other Tax	3,879,816
Charges for Services	13,711,163
Intergovernmental	105,670
Grants	144,182
Other	958,331
Debt/Lease Proceed	988,000
Non Revenue Loan Proceeds	20,086,119
Permits, Fees, Assessments	2,117,768
Transfer In	4,196,453
	<b>\$ 62,503,183</b>

### City-Wide Expenses by Department

City Hall/ City Clerk	\$ 7,120,000
Public Works	14,180,637
Police Department	5,810,156
CRA	3,047,127
Capital	24,626,431
Debt Service	3,522,379
Transfer Out	4,196,453
	<b>\$ 62,503,183</b>

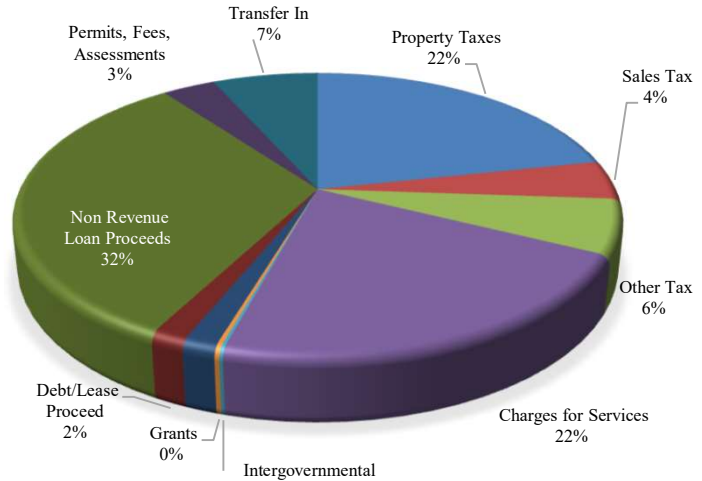
### City-Wide Expenses by Category

Personnel Services	\$ 10,639,097
Operating	18,215,383
Capital	24,626,431
Debt Service	3,522,379
Community Programs	1,303,440
Transfer Out	4,196,453
	<b>\$ 62,503,183</b>

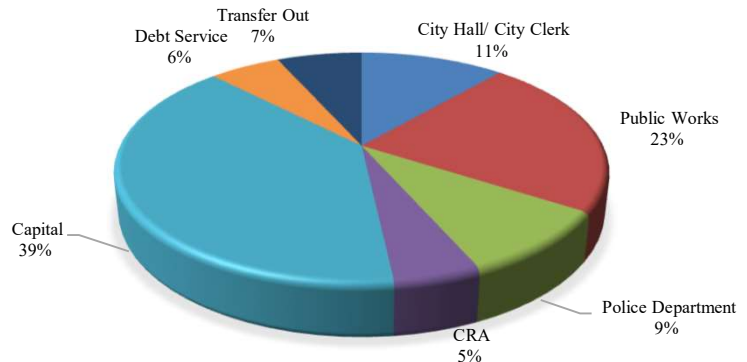
**Surplus/(Deficit) \$ 0**

\*Grant Expenses are combined in Capital

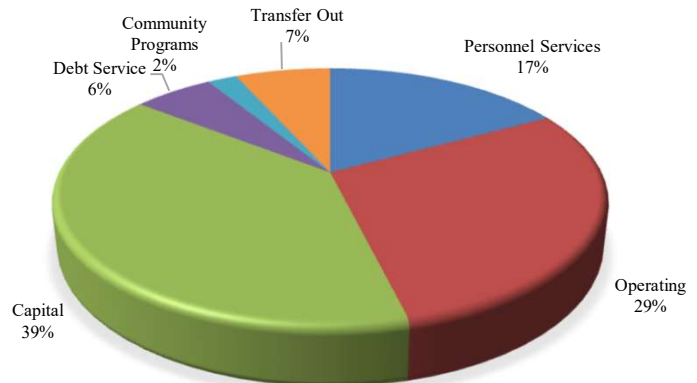
### WHERE THE MONEY COMES FROM BY SOURCE



### WHERE THE MONEY GOES BY DEPARTMENT



### WHERE THE MONEY GOES BY CATEGORY





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**BUDGET SUMMARY - ALL FUNDS**

	2024 Adopted Budget
<b>Revenues</b>	
Property Taxes	13,552,159
Sales Taxes	2,763,522
Utility Service Tax	1,330,325
Motor Fuel Taxes	1,552,513
Other Taxes	996,978
Permits, Fees, Assessments	2,117,768
Intergovernmental Revenue	105,670
Grants	144,182
Fines and Forfeitures	30,900
Charges for Services	13,711,163
Interest Revenue	639,529
Miscellaneous	287,902
Debt/Lease Proceeds	988,000
Non-Revenue/Fund Balance	20,086,119
<b>Total Revenues</b>	<b>\$ 58,306,730</b>
<b>Expenses</b>	
<b>City Hall/City Clerk</b>	
Mayor and Commission	459,432
City Clerk	3,303,792
Information Technology	905,707
City Attorney	363,621
Finance	884,673
Human Resources	301,608
Events and Facilities	321,202
Customer Service	579,965
<b>Total City Clerk</b>	<b>7,120,000</b>
Police Department	5,810,156
<b>Public Works</b>	
Public Works Administration	758,408
Code Enforcement	273,193
Planning	221,604
Fleet	273,792
Parks and Recreation	846,528
Building Department	572,184
Road and Bridge	1,386,836
Solid Waste	2,673,789
Cross Connect	350,157
Water Department	2,455,737
Sewer Department	803,147
WWTP	2,723,275
Stormwater	509,481
Reuse	332,506
<b>Total Public Works</b>	<b>14,180,637</b>
Community Redevelopment Agency (CRA)	1,743,687
Community Redevelopment Agency Programs	1,303,440
<b>Community Redevelopment Agency</b>	<b>3,047,127</b>
Capital Expenses	24,626,431
Debt Service	3,522,379
<b>TOTAL EXPENDITURES</b>	<b>\$ 58,306,730</b>
Transfers In	4,196,453
Transfer Out	(4,196,453)
<b>TOTAL OTHER SOURCES(USES)</b>	<b>-</b>
<b>EXCESS REVENUES OVER(UNDER) EXPENDITURES AND OTHER SOURCES</b>	<b>\$</b>



# CITY OF PALMETTO, FLORIDA

## 2023 - 2024 BUDGET

### ALL FUNDS SUMMARY

	GOVERNMENTAL FUNDS								
	General Fund			Community Redevelopment Agency			Road and Bridge Fund		
	*(Includes Infrastructure Sales Tax)								
	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget
<b>REVENUES:</b>									
Property Taxes	6,008,174	6,827,130	7,805,177	4,511,887	4,981,783	5,746,982	-	-	-
* Sales Taxes	2,803,367	2,779,165	2,763,522	-	-	-	-	-	-
Utility Service Taxes	1,325,561	1,404,000	1,330,325	-	-	-	-	-	-
Motor Fuel Taxes	8,071	11,500	10,000	-	-	-	1,552,253	1,628,100	1,542,513
Other Taxes	1,026,087	1,043,998	996,978	-	-	-	-	-	-
Permits, Fees and Assessments	2,785,964	2,163,574	1,824,477	-	-	-	-	-	-
Impact Fees	216,536	71,500	-	-	-	-	560,837	35,845	-
Intergovernmental Revenue	-	-	-	-	-	-	136,604	134,540	105,670
Grants	406,621	740,017	6,000	537,852	208,441	-	-	-	-
Charges for Services/Utility Fees	823,046	741,448	712,614	2,061	1,805	-	144,834	161,700	179,036
Fines & Forfeitures	65,020	43,960	30,900	-	-	-	-	-	-
Interest Revenue	(161,121)	324,204	202,529	25,386	145,000	120,000	11,271	32,697	25,000
Miscellaneous Revenue	344,586	331,456	251,102	431,229	15,154	6,000	74,001	27,059	-
Debt/Lease Proceeds	410,230	480,642	302,000	-	-	-	41,539	-	260,000
Non-revenue loan proceeds/fund balance	5,636,000	-	1,174,609	-	-	3,698,565	-	-	1,180,982
<b>Total Revenues</b>	<b>21,698,142</b>	<b>16,962,594</b>	<b>17,410,233</b>	<b>5,508,415</b>	<b>5,352,183</b>	<b>9,571,547</b>	<b>2,521,339</b>	<b>2,019,941</b>	<b>3,293,201</b>
<b>EXPENSES:</b>									
City Hall/City Clerk									
Mayor and Commission	266,726	317,651	459,432	-	-	-	-	-	-
City Clerk	2,572,818	2,930,323	3,303,792	-	-	-	-	-	-
Information Technology	608,608	738,151	905,707	-	-	-	-	-	-
City Attorney	279,934	321,638	363,621	-	-	-	-	-	-
Finance	674,963	737,164	884,673	-	-	-	-	-	-
Human Resources	233,685	266,224	301,608	-	-	-	-	-	-
Events and Facilities	172,027	193,532	321,202	-	-	-	-	-	-
Customer Service	-	-	-	-	-	-	-	-	-
Police Department	4,723,913	5,169,275	5,810,156	-	-	-	-	-	-
Public Works									
Public Works Administration	559,617	611,527	758,408	-	-	-	-	-	-
Code Enforcement	117,777	181,967	273,193	-	-	-	-	-	-
Planning	106,847	141,743	221,604	-	-	-	-	-	-
Fleet Management	190,827	230,430	273,792	-	-	-	-	-	-
Parks and Recreation	537,138	610,845	846,528	-	-	-	-	-	-
Building Department	429,018	460,178	572,184	-	-	-	-	-	-
Grants - Non-Capital	77,515	38,917	-	-	-	-	-	-	-
Streets	-	-	-	-	-	-	1,576,396	964,488	1,386,836
Solid Waste	-	-	-	-	-	-	-	-	-
Cross Connect	-	-	-	-	-	-	-	-	-
Water Department	-	-	-	-	-	-	-	-	-
Sewer Department	-	-	-	-	-	-	-	-	-
WWTP	-	-	-	-	-	-	-	-	-
Stormwater Department	-	-	-	-	-	-	-	-	-
Reuse Department	-	-	-	-	-	-	-	-	-
Community Redevelopment Agency	-	-	-	2,376,285	2,649,186	3,047,127	-	-	-
Capital	6,630,573	8,318,513	1,771,814	1,665,572	4,913,675	5,932,743	164,714	13,629	303,000
Debt Service	957,528	1,012,294	1,040,840	234,703	458,488	466,999	313,175	246,311	244,488
<b>TOTAL FUND EXPENDITURES</b>	<b>19,139,514</b>	<b>22,280,372</b>	<b>18,108,554</b>	<b>4,276,560</b>	<b>8,021,349</b>	<b>9,446,869</b>	<b>2,054,285</b>	<b>1,224,428</b>	<b>1,934,324</b>
<b>Excess Revenues Over(Under) Expenditures</b>	<b>2,558,628</b>	<b>(5,317,778)</b>	<b>(698,321)</b>	<b>1,231,855</b>	<b>(2,669,166)</b>	<b>124,678</b>	<b>467,054</b>	<b>795,513</b>	<b>1,358,877</b>
Transfers In	1,013,257	1,292,365	1,442,613	290,557	-	-	-	-	-
Transfers out	(106,650)	(374,622)	(744,292)	(61,315)	(113,688)	(124,678)	(683,520)	(1,145,786)	(1,358,877)
<b>TOTAL OTHER SOURCES(USES)</b>	<b>906,607</b>	<b>917,743</b>	<b>698,321</b>	<b>229,242</b>	<b>(113,688)</b>	<b>(124,678)</b>	<b>(683,520)</b>	<b>(1,145,786)</b>	<b>(1,358,877)</b>
<b>Excess Revenues Over(Under) Expenditures And Other Sources (Modified Accrual)</b>	<b>3,465,235</b>	<b>(4,400,035)</b>	<b>-</b>	<b>1,461,097</b>	<b>(2,782,854)</b>	<b>-</b>	<b>(216,466)</b>	<b>(350,273)</b>	<b>-</b>
Conversion to full accrual	-	-	(1,174,609)	-	-	(3,698,565)	-	-	(1,180,982)
<b>Excess Revenues Over(Under) Expenditures And Other Sources (Full Accrual)</b>	<b>3,465,235</b>	<b>(4,400,035)</b>	<b>(1,174,609)</b>	<b>1,461,097</b>	<b>(2,782,854)</b>	<b>(3,698,565)</b>	<b>(216,466)</b>	<b>(350,273)</b>	<b>(1,180,982)</b>
Fund Balance, Beginning of Year	16,837,475	20,302,710	15,902,675	4,956,964	6,418,061	3,698,565	2,571,958	2,355,492	2,005,219
<b>Fund Balance, End of Year</b>	<b>20,302,710</b>	<b>15,902,675</b>	<b>14,728,066</b>	<b>6,418,061</b>	<b>3,635,207</b>	<b>-</b>	<b>2,355,492</b>	<b>2,005,219</b>	<b>824,237</b>
Change of Fund Balance/Net Position	20.58%	-21.67%	-7.39%	29.48%	-43.36%	-200.00%	-8.42%	-14.87%	-117.79%

NOTE: Fund Balance, Beginning of Year for 2024 Adopted Budget is based on the projected revenues and expenses from fiscal year 2023.



# CITY OF PALMETTO, FLORIDA

## 2023 - 2024 BUDGET

### ALL FUNDS SUMMARY (Continued)

	GOVERNMENTAL FUNDS (Continued)								
	Capital Projects Fund			Joint Capital Projects Fund			Total Governmental Funds		
	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget
<b>REVENUES:</b>									
Property Taxes	-	-	-	-	-	-	10,520,061	11,808,913	13,552,159
Sales Taxes	-	-	-	-	-	-	2,803,367	2,779,165	2,763,522
Utility Service Taxes	-	-	-	-	-	-	1,325,561	1,404,000	1,330,325
Motor Fuel Taxes	-	-	-	-	-	-	1,560,324	1,639,600	1,552,513
Other Taxes	-	-	-	-	-	-	1,026,087	1,043,998	996,978
Permits, Fees and Assessments	-	-	-	-	-	-	2,785,964	2,163,574	1,824,477
Impact Fees	-	-	-	-	-	-	777,373	107,345	-
Intergovernmental Revenue	-	-	-	-	-	-	136,604	134,540	105,670
Grants	-	4,348,008	138,182	49,775	-	-	994,248	5,296,466	144,182
Charges for Services/Utility Fees	-	-	-	-	-	-	969,941	904,953	891,650
Fines & Forfeitures	-	-	-	-	-	-	65,020	43,960	30,900
Interest Revenue	-	-	-	-	-	-	(124,464)	501,901	347,529
Miscellaneous Revenue	-	-	-	-	-	-	849,816	373,669	257,102
Debt/Lease Proceeds	-	-	-	-	-	-	451,769	480,642	562,000
Non-revenue loan proceeds/fund balance	-	-	2,379,078	-	-	-	5,636,000	-	8,433,234
<b>Total Revenues</b>	-	<b>4,348,008</b>	<b>2,517,260</b>	<b>49,775</b>	-	-	<b>29,777,671</b>	<b>28,682,726</b>	<b>32,792,241</b>
<b>EXPENSES:</b>									
City Hall/City Clerk									
Mayor and Commission	-	-	-	-	-	-	266,726	317,651	459,432
City Clerk	-	-	-	-	-	-	2,572,818	2,930,323	3,303,792
Information Technology	-	-	-	-	-	-	608,608	738,151	905,707
City Attorney	-	-	-	-	-	-	279,934	321,638	363,621
Finance	-	-	-	-	-	-	674,963	737,164	884,673
Human Resources	-	-	-	-	-	-	233,685	266,224	301,608
Events and Facilities	-	-	-	-	-	-	172,027	193,532	321,202
Customer Service	-	-	-	-	-	-	-	-	-
Police Department	-	-	-	-	-	-	4,723,913	5,169,275	5,810,156
Public Works							-	-	-
Public Works Administration	-	-	-	-	-	-	559,617	611,527	758,408
Code Enforcement	-	-	-	-	-	-	117,777	181,967	273,193
Planning	-	-	-	-	-	-	106,847	141,743	221,604
Fleet Management	-	-	-	-	-	-	190,827	230,430	273,792
Parks and Recreation	-	-	-	-	-	-	537,138	610,845	846,528
Building Department	-	-	-	-	-	-	429,018	460,178	572,184
Grants - Non-Capital	-	-	-	-	-	-	77,515	38,917	-
Streets	-	-	-	-	-	-	1,576,396	964,488	1,386,836
Solid Waste	-	-	-	-	-	-	-	-	-
Cross Connect	-	-	-	-	-	-	-	-	-
Water Department	-	-	-	-	-	-	-	-	-
Sewer Department	-	-	-	-	-	-	-	-	-
WWTP	-	-	-	-	-	-	-	-	-
Stormwater Department	-	-	-	-	-	-	-	-	-
Reuse Department	-	-	-	-	-	-	-	-	-
Community Redevelopment Agency	-	-	-	-	-	-	2,376,285	2,649,186	3,047,127
Capital	292,162	6,296,019	4,141,392	175,892	27,375	-	8,928,913	19,569,211	12,148,949
Debt Service	-	-	-	-	-	-	1,505,406	1,717,093	1,752,327
<b>TOTAL FUND EXPENDITURES</b>	<b>292,162</b>	<b>6,296,019</b>	<b>4,141,392</b>	<b>175,892</b>	<b>27,375</b>	<b>-</b>	<b>25,938,413</b>	<b>37,849,543</b>	<b>33,631,139</b>
<b>Excess Revenues Over(Under) Expenditures</b>	<b>(292,162)</b>	<b>(1,948,011)</b>	<b>(1,624,132)</b>	<b>(126,117)</b>	<b>(27,375)</b>	<b>-</b>	<b>3,839,258</b>	<b>(9,166,817)</b>	<b>(838,898)</b>
Transfers In	463,209	1,193,945	1,624,132	27,650	-	-	1,794,673	2,486,310	3,066,745
Transfers out	-	-	-	(290,557)	-	-	(1,142,042)	(1,634,096)	(2,227,847)
<b>TOTAL OTHER SOURCES(USES)</b>	<b>463,209</b>	<b>1,193,945</b>	<b>1,624,132</b>	<b>(262,907)</b>	<b>-</b>	<b>-</b>	<b>652,631</b>	<b>852,214</b>	<b>838,898</b>
<b>Excess Revenues Over(Under) Expenditures And Other Sources (Modified Accrual)</b>	<b>171,047</b>	<b>(754,066)</b>	<b>-</b>	<b>(389,024)</b>	<b>(27,375)</b>	<b>-</b>	<b>4,491,889</b>	<b>(8,314,603)</b>	<b>-</b>
Conversion to full accrual	-	-	(2,379,078)	-	-	-	-	-	(8,433,234)
<b>Excess Revenues Over(Under) Expenditures And Other Sources (Full Accrual)</b>	<b>171,047</b>	<b>(754,066)</b>	<b>(2,379,078)</b>	<b>(389,024)</b>	<b>(27,375)</b>	<b>-</b>	<b>4,491,889</b>	<b>(8,314,603)</b>	<b>(8,433,234)</b>
Fund Balance, Beginning of Year	618,317	789,364	35,298	476,532	87,508	60,133	25,461,246	29,953,135	21,701,890
<b>Fund Balance, End of Year</b>	<b>789,364</b>	<b>35,298</b>	<b>35,298</b>	<b>87,508</b>	<b>60,133</b>	<b>60,133</b>	<b>29,953,135</b>	<b>21,638,532</b>	<b>13,268,656</b>
	27.66%	-95.53%	-6739.97%	-81.64%	-31.28%	0.00%	17.64%	-27.76%	-38.86%

NOTE: Fund Balance, Beginning of Year for 2024 Adopted Budget is based on the projected revenues and expenses from fiscal year 2023.



# CITY OF PALMETTO, FLORIDA

## 2023 - 2024 BUDGET

### ALL FUNDS SUMMARY

ENTERPRISE FUNDS									
	Solid Waste Fund			Water and Sewer Fund			Stormwater Fund		
	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget
<b>REVENUES:</b>									
Property Taxes	-	-	-	-	-	-	-	-	-
Sales Taxes	-	-	-	-	-	-	-	-	-
Utility Service Taxes	-	-	-	-	-	-	-	-	-
Motor Fuel Taxes	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-
Permits, Fees and Assessments	256,923	282,010	293,291	-	-	-	-	-	-
Impact Fees	-	-	-	255,129	76,000	-	-	-	-
Intergovernmental Revenue	-	-	-	-	4,097,046	-	-	581,607	-
Grants	-	-	-	45,242	-	-	-	-	-
Charges for Services/Utility Fees	2,194,881	2,403,493	2,473,738	8,187,472	8,526,481	8,644,250	963,837	1,013,000	1,063,000
Fines & Forfeitures	-	-	-	-	-	-	-	-	-
Interest Revenue	3,504	18,000	18,000	52,086	290,451	240,000	4,662	45,000	18,000
Miscellaneous Revenue	40,217	30,586	30,000	233,304	382,238	800	7,212	4,963	-
Debt/Lease Proceeds	-	-	-	-	-	161,000	-	-	265,000
Non-revenue loan proceeds/fund balance	-	-	32,500	-	-	9,122,491	-	-	1,473,803
<b>Total Revenues</b>	<b>2,495,525</b>	<b>2,734,089</b>	<b>2,847,529</b>	<b>8,773,233</b>	<b>13,372,216</b>	<b>18,168,541</b>	<b>975,711</b>	<b>1,644,570</b>	<b>2,819,803</b>
<b>EXPENSES:</b>									
City Hall/City Clerk	-	-	-	-	-	-	-	-	-
Mayor and Commission	-	-	-	-	-	-	-	-	-
City Clerk	-	-	-	-	-	-	-	-	-
Information Technology	-	-	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-	-	-
Finance	-	-	-	-	-	-	-	-	-
Human Resources	-	-	-	-	-	-	-	-	-
Events and Facilities	-	-	-	-	-	-	-	-	-
Customer Service	-	-	-	424,766	520,360	579,965	-	-	-
Police Department	-	-	-	-	-	-	-	-	-
Public Works	-	-	-	-	-	-	-	-	-
Public Works Administration	-	-	-	-	-	-	-	-	-
Code Enforcement	-	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-	-
Fleet Management	-	-	-	-	-	-	-	-	-
Parks and Recreation	-	-	-	-	-	-	-	-	-
Building Department	-	-	-	-	-	-	-	-	-
Grants - Non-Capital	-	-	-	-	-	-	-	-	-
Streets	-	-	-	-	-	-	-	-	-
Solid Waste	2,353,047	3,000,835	2,673,789	-	-	-	-	-	-
Cross Connect	-	-	-	87,156	375,914	350,157	-	-	-
Water Department	-	-	-	2,062,607	2,678,920	2,455,737	-	-	-
Sewer Department	-	-	-	918,028	1,000,401	803,147	-	-	-
WWTP	-	-	-	2,267,407	2,686,088	2,723,275	-	-	-
Stormwater Department	-	-	-	-	-	-	646,985	587,456	509,481
Reuse Department	-	-	-	-	-	-	-	-	-
Community Redevelopment Agency	-	-	-	-	-	-	-	-	-
Capital	54,665	109,339	48,700	860,776	9,443,715	8,378,344	2,938	1,786,192	1,923,347
Debt Service	31,513	31,192	31,090	1,466,087	1,387,603	1,246,505	272,008	293,148	329,371
<b>TOTAL FUND EXPENDITURES</b>	<b>2,439,225</b>	<b>3,141,366</b>	<b>2,753,579</b>	<b>8,086,827</b>	<b>18,093,001</b>	<b>16,537,130</b>	<b>921,931</b>	<b>2,666,796</b>	<b>2,762,199</b>
<b>Excess Revenues Over(Under) Expenditures</b>	<b>56,300</b>	<b>(407,277)</b>	<b>93,950</b>	<b>686,406</b>	<b>(4,720,785)</b>	<b>1,631,411</b>	<b>53,780</b>	<b>(1,022,226)</b>	<b>57,604</b>
Transfers In	-	-	-	-	-	-	133,046	-	99,850
Transfers out	(74,311)	(82,781)	(93,950)	(518,704)	(540,683)	(1,631,411)	(126,414)	(146,680)	(157,454)
<b>TOTAL OTHER SOURCES(USES)</b>	<b>(74,311)</b>	<b>(82,781)</b>	<b>(93,950)</b>	<b>(518,704)</b>	<b>(540,683)</b>	<b>(1,631,411)</b>	<b>6,632</b>	<b>(146,680)</b>	<b>(57,604)</b>
<b>Excess Revenues Over(Under) Expenditures And Other Sources (Modified Accrual)</b>	<b>(18,011)</b>	<b>(490,058)</b>	<b>-</b>	<b>167,702</b>	<b>(5,261,468)</b>	<b>-</b>	<b>60,412</b>	<b>(1,168,906)</b>	<b>-</b>
Conversion to full accrual	(85,056)	(139,209)	(46,386)	(2,166,930)	(10,685,299)	(214,590)	(240,604)	(2,045,811)	(483,402)
<b>Excess Revenues Over(Under) Expenditures And Other Sources (Full Accrual)</b>	<b>67,045</b>	<b>(350,849)</b>	<b>(46,386)</b>	<b>2,334,632</b>	<b>5,423,831</b>	<b>214,590</b>	<b>301,016</b>	<b>876,905</b>	<b>483,402</b>
Fund Balance, Beginning of Year	1,040,542	1,107,587	1,229,611	27,338,022	29,672,654	35,096,485	6,780,456	7,081,472	7,958,377
<b>Fund Balance, End of Year</b>	<b>1,107,587</b>	<b>756,738</b>	<b>1,183,225</b>	<b>29,672,654</b>	<b>35,096,485</b>	<b>35,311,075</b>	<b>7,081,472</b>	<b>7,958,377</b>	<b>8,441,779</b>
	6.44%	-31.68%	-3.77%	8.54%	18.28%	0.61%	4.44%	12.38%	6.07%

NOTE: Fund Balance, Beginning of Year for 2024 Adopted Budget is based on the projected revenues and expenses from fiscal year 2023.





# CITY OF PALMETTO, FLORIDA

## 2023 - 2024 BUDGET

### ALL FUNDS SUMMARY

	ENTERPRISE FUNDS (Continued)								
	Reuse Fund			Total Enterprise Funds			Total All Funds		
	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget	2022 Actual	2023 Estimated Actual	2024 Adopted Budget
REVENUES:									
Property Taxes	-	-	-	-	-	-	10,520,061	11,808,913	13,552,159
Sales Taxes							2,803,367	2,779,165	2,763,522
Utility Service Taxes	-	-	-	-	-	-	1,325,561	1,404,000	1,330,325
Motor Fuel Taxes	-	-	-	-	-	-	1,560,324	1,639,600	1,552,513
Other Taxes	-	-	-	-	-	-	1,026,087	1,043,998	996,978
Permits, Fees and Assessments	-	-	-	256,923	282,010	293,291	3,042,887	2,445,584	2,117,768
Impact Fees	-	-	-	255,129	76,000	-	1,032,502	183,345	-
Intergovernmental Revenue	-	-	-	-	4,678,653	-	136,604	4,813,193	105,670
Grants	-	-	-	45,242	-	-	1,039,490	5,296,466	144,182
Charges for Services/Utility Fees	572,717	618,250	638,525	11,918,907	12,561,224	12,819,513	12,888,848	13,466,177	13,711,163
Fines & Forfeitures	-	-	-	-	-	-	65,020	43,960	30,900
Interest Revenue	3,698	25,000	16,000	63,950	378,451	292,000	(60,514)	880,352	639,529
Miscellaneous Revenue	316	-	-	281,049	417,787	30,800	1,130,865	791,456	287,902
Debt/Lease Proceeds	-	-	-	-	-	426,000	451,769	480,642	988,000
Non-revenue loan proceeds/fund balance	-	-	1,024,091	-	-	11,652,885	5,636,000	-	20,086,119
Total Revenues	576,731	643,250	1,678,616	12,821,200	18,394,125	25,514,489	42,598,871	47,076,851	58,306,730
EXPENSES:									
City Hall/City Clerk									
Mayor and Commission	-	-	-	-	-	-	266,726	317,651	459,432
City Clerk	-	-	-	-	-	-	2,572,818	2,930,323	3,303,792
Information Technology	-	-	-	-	-	-	608,608	738,151	905,707
City Attorney	-	-	-	-	-	-	279,934	321,638	363,621
Finance	-	-	-	-	-	-	674,963	737,164	884,673
Human Resources	-	-	-	-	-	-	233,685	266,224	301,608
Events and Facilities	-	-	-	-	-	-	172,027	193,532	321,202
Customer Service	-	-	-	424,766	520,360	579,965	424,766	520,360	579,965
Police Department	-	-	-	-	-	-	4,723,913	5,169,275	5,810,156
Public Works									
Public Works Administration	-	-	-	-	-	-	559,617	611,527	758,408
Code Enforcement	-	-	-	-	-	-	117,777	181,967	273,193
Planning	-	-	-	-	-	-	106,847	141,743	221,604
Fleet Management	-	-	-	-	-	-	190,827	230,430	273,792
Parks and Recreation	-	-	-	-	-	-	537,138	610,845	846,528
Building Department	-	-	-	-	-	-	429,018	460,178	572,184
Grants - Non-Capital	-	-	-	-	-	-	77,515	38,917	-
Streets	-	-	-	-	-	-	1,576,396	964,488	1,386,836
Solid Waste	-	-	-	2,353,047	3,000,835	2,673,789	2,353,047	3,000,835	2,673,789
Cross Connect	-	-	-	87,156	375,914	350,157	87,156	375,914	350,157
Water Department	-	-	-	2,062,607	2,678,920	2,455,737	2,062,607	2,678,920	2,455,737
Sewer Department	-	-	-	918,028	1,000,401	803,147	918,028	1,000,401	803,147
WWTP	-	-	-	2,267,407	2,686,088	2,723,275	2,267,407	2,686,088	2,723,275
Stormwater Department	-	-	-	646,985	587,456	509,481	646,985	587,456	509,481
Reuse Department	220,827	242,872	332,506	220,827	242,872	332,506	220,827	242,872	332,506
Community Redevelopment Agency	-	-	-	-	-	-	2,376,285	2,649,186	3,047,127
Capital	41,627	905,630	2,127,091	960,006	12,244,876	12,477,482	9,888,919	31,814,087	24,626,431
Debt Service	230,268	238,560	163,086	1,999,876	1,950,503	1,770,052	3,505,282	3,667,596	3,522,379
TOTAL FUND EXPENDITURES	492,722	1,387,062	2,622,683	11,940,705	25,288,225	24,675,591	37,879,118	63,137,768	58,306,730
Excess Revenues Over(Under) Expenditures	84,009	(743,812)	(944,067)	880,495	(6,894,100)	838,898	4,719,753	(16,060,917)	-
Transfers In	-	-	1,029,858	133,046	-	1,129,708	1,927,719	2,486,311	4,196,453
Transfers out	(66,248)	(82,070)	(85,791)	(785,677)	(852,214)	(1,968,606)	(1,927,719)	(2,486,311)	(4,196,453)
TOTAL OTHER SOURCES(USES)	(66,248)	(82,070)	944,067	(652,631)	(852,214)	(838,898)	-	-	-
Excess Revenues Over(Under) Expenditures And Other Sources (Modified Accrual)	17,761	(825,882)	-	227,864	(7,746,314)	-	4,719,753	(16,060,917)	-
Conversion to full accrual	(245,551)	(1,121,378)	(1,248,379)	(2,738,141)	(13,991,697)	(1,992,757)	(2,738,141)	(13,991,697)	(10,425,991)
Excess Revenues Over(Under) Expenditures And Other Sources (Full Accrual)	263,312	295,496	1,248,379	2,966,005	6,245,383	1,992,757	7,457,894	(2,069,220)	10,425,991
Fund Balance, Beginning of Year	7,030,692	7,294,004	7,589,966	42,189,712	45,155,717	51,874,439	67,650,958	75,108,852	73,576,329
Fund Balance, End of Year	7,294,004	7,589,500	8,838,345	45,155,717	51,401,100	53,867,196	75,108,852	73,039,632	84,002,320
	3.75%	4.05%	16.45%	7.03%	13.83%	3.84%	11.02%	-2.75%	14.17%

NOTE: Fund Balance, Beginning of Year for 2024 Adopted Budget is based on the projected revenues and expenses from fiscal year 2023.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### Policies and Planning

#### Accounting Policies

- **Basis of Presentation**

The City's accounts are organized by funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for in separate self-balancing accounts which comprise its assets and other debits, liabilities, fund equities and other credits, revenues, and expenditures or expenses. Government resources are allocated to and for individual funds based upon the purposes for which they are to be spent and how spending activities are controlled. The various funds and account groups are reported by generic classification within the budget and other financial statements. The financial statements of the City of Palmetto are prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements.

- **Basis of Accounting**

Basis of accounting refers to the point revenues and expenditures are recognized in the accounts and relates to the timing of the measurements, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting in both the financial statements and in budgeting. Their revenues are recognized in the period in which they become susceptible to accrual, i.e., when they become measurable and available to pay liabilities of the current period. Ad valorem taxes, special assessments, and charges for services are susceptible to accrual when collected in the current year or within 60 days after year-end; provided that amounts received pertain to billings through the fiscal year just ended. Intergovernmental revenues, which include state revenue sharing allotments, local government one-half cent sales tax, and county shared revenue, among other sources, are recorded in accordance with their legal or contractual requirements if collected in the current period or within 60 days after year-end. Interest is recorded when earned. Other miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on long-term debt which is recognized when due.

The enterprise funds are accounted for using the accrual basis of accounting in the financial statements but are budgeted using the modified accrual method of accounting to allow for capital expenses and debt service payments. All other revenues are recognized when earned and expenses are recognized when incurred. Unbilled utility service receivables are estimated and recorded at year-end. Fees collected in advance of the period to which they apply are recorded as deferred revenue.

Pension expenditure/expense for the defined contribution is recognized based on the required contribution under the terms of the plan and basis of accounting (modified accrual for governmental fund types and accrual for proprietary fund types).

- **Measurement Focus**

All governmental funds are accounted for on a spending or "financial flow" measurement focus-only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources." Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

The enterprise funds are accounted for on the flow of economic resources measurement focus-all assets and all liabilities (whether current or noncurrent) associated with the activity are included on the balance sheet. The enterprise fund operating statement presents increases (revenues) and decreases (expenses) in the net total position.

- **Restricted, Committed and Assigned Fund Equity**

Restricted net assets are used to indicate that a portion of the fund balance/net assets is not available for expenditures or is legally segregated for a specific future use. Committed fund balance represents contractual obligations and is designated for a specific purpose determined by formal action of the governing body. Assigned fund balance indicates resources intended for utilization in a future period for a purpose of the fund.

- **Interfund Transactions**

During normal operation, it is necessary for the City to enter interfund transactions among its various funds. These transactions consist of one or more of the following types:

- Payments from a fund responsible for the expenditures or expenses to a fund that initially paid the cost to provide a service. These are often referred to in the City as allocations and are generally payments made to the General Fund for services provided by its cost centers to cost centers in other fund. (i.e., Finance, Human Resources, Information Technology, Fleet, Planning and Public Works Administration)
- Operating transfers in and out, as appropriate, for all interfund transactions that are shown as other financing sources or uses.
- All other outstanding balances between funds are reported as “due to/from other funds” or advances. This transaction type is commonly used by the City between its Trailer Park Trust fund and the General Fund for the interest earned by the investment and calculated as available to the General Fund for its use.

### **Financial Structure**

The City of Palmetto utilizes a fund structure, whereby a fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. Funds are divided into distinct types according to the legal restrictions imposed upon them or by their uses. The following fund structure is contained in the budget:

- **Governmental Funds:** Governmental Funds are accounted for on a “spending” or “financial flow” measurement focus. Accordingly, the budgeted fund balances provide an indicator of available, spendable resources.
  - **General Fund** – The general fund of a government unit services as the primary reporting vehicle for current government operations including all general government, public safety, and recreation functions of the City. The general fund accounts for all current financial resources not required by law to be accounted for in another fund. The general fund is included in the audited financial statements and is appropriated annually.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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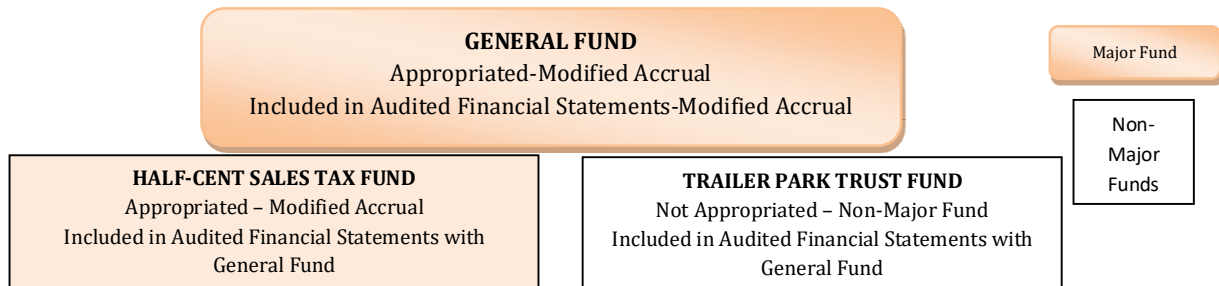
- **Special Revenue Funds** – The special revenue funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes other than debt service or capital projects. Special revenue funds are included in the audited financial statements and are appropriated annually.
  - Community Redevelopment Agency (CRA) Fund – main revenue source is tax increment funds (TIF) monies from the City of Palmetto and Manatee County.
  - Road and Bridge Fund – main revenue source is gasoline taxes from Manatee County and the State of Florida.
- **Capital Projects Funds** – Used to account for the acquisition and construction of major governmental capital facilities and infrastructure. The capital projects funds are appropriated annually.
  - Capital Improvement Plan (CIP) Fund – is funded from loan proceeds, fund balance transfers from general fund or road and bridge fund or grant monies awarded to the City.
  - Joint Capital Projects Fund – is funded primarily through CRA contributions and grant monies awarded to the City. Project funding may include City contributions when necessary.
- **Proprietary Funds:** Proprietary Funds are accounted for on a cost of services or “capital maintenance” measurement focus. Accordingly, assets, liabilities, and net assets included on their balance sheet, and operating statements provide an indication of the economic net worth of the fund. Proprietary funds are reported on a full accrual basis of accounting but appropriated using the modified accrual method which includes budgeting for capital expenditures and debt service.
- **Enterprise Funds** – The enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises. Enterprise Funds included in the audited financial statements, budgeted annually, and included in this document are:
  - Solid Waste Fund – accounts for the provision of garbage collection within the city.
  - Water and Sewer Fund – accounts for the provision of water, sewer and cross connection services to the city and certain surrounding areas.
  - Stormwater Fund – accounts for the operation of a stormwater utility to improve stormwater drainage throughout the City.
  - Reuse Fund – accounts for the operation of a reclaimed water utility (reuse) to provide reclaimed water for irrigation in parts of the City.
- **Funds not Budgeted**
  - **Custodial Funds** – account for providing insurance and payroll services to other City departments which record and report the expense to the city. Custodial are not appropriated but are included in the audited financial statements. At year end, all insurance and payroll related services are expensed to the appropriate fund.
  - **Trust Funds** – The City’s expenditures are recorded in the budgeted funds. These trust funds account for dollars held in trust to pay employee retirement benefits. These funds are not appropriated but are included in the audited financial statements and include:
    - Palmetto Police Officers’ Pension Plan – accounts for pension transactions for full time sworn law enforcement personnel.
    - Palmetto General Employees’ Pension Plan – accounts for pension transactions for all general employees of the City.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**FUND STRUCTURE**

**Governmental Funds**



**SPECIAL REVENUE FUNDS**

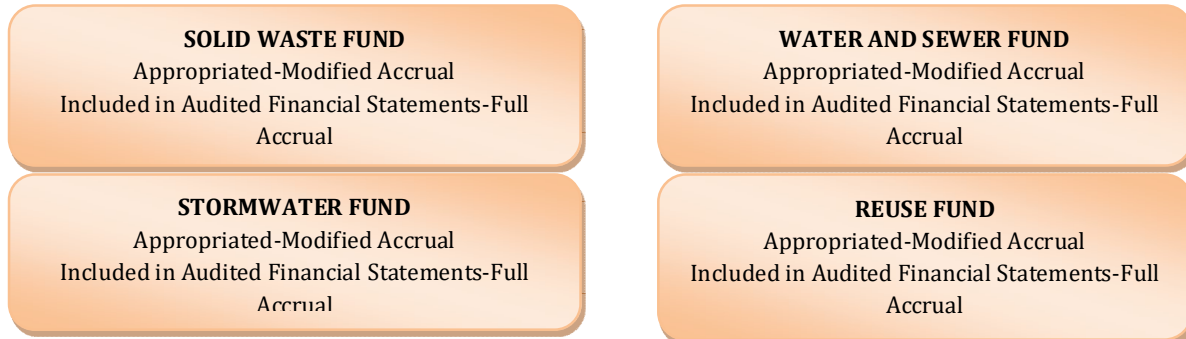


**CAPITAL PROJECTS FUNDS**



**Proprietary Funds**

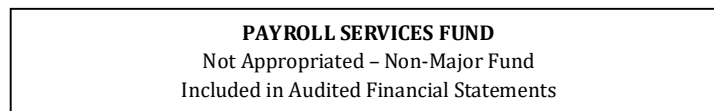
**ENTERPRISE FUNDS**



**FIDUCIARY FUNDS**



**CUSTODIAL FUND**







**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**FUND AND FUNCTION**

**Governmental Funds**

**Fund 001 - General Fund**

**General Government**

511 – Mayor and Commission  
512 – City Clerk  
514 – City Attorney  
515 – Finance  
516 – Human Resources

**Public Safety**

521 – Police  
523 – Code Enforcement  
543 – Planning  
524 – Building Department

**Recreation**

572 – Parks and recreation  
579 – Events and facilities

**Intergovernmental Services**

513 - Information technology  
540 – Public Works administration  
549 – Fleet management

**Fund 003 – Half-Cent Sales Tax – Subfund of General Fund**

421 – Half-Cent Sales Tax – Public Safety  
441 – Half-Cent Sales Tax – Transportation  
472 – Half-Cent Sales Tax - Recreation

**Special Revenue Funds**

**Fund 190 – Community Redevelopment Agency (CRA)**

Intergovernmental Services - 559 – CRA

**Fund 307 – Road and Bridge Fund**

Highways and Streets - 541 – Road and Bridge

**Capital Projects Funds**

**Fund 301 – CIP Fund – Capital** – various cost centers beginning with 6XX

**Fund 390 – Joint Projects Fund – Capital** – various cost centers beginning with 8XX

**Enterprise Funds**

**Fund 403 – Solid Waste**

534 – Solid Waste

**Fund 440 – Stormwater**

538 – Stormwater

**Fund 460 – Reuse**

539 - Reuse

**Fund 432 – Water and Sewer**

532 – Cross Connect  
533 – Water Department  
535 – Sewer Department  
536 – Customer Service  
537 – Wastewater Treatment Plant

**Grant accounting structure**

Fund - 7XX



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### Financial Policies

- **Investment Policy**

Cash and investments of each fund, except certain investments are accounted for in pooled cash and investment account with each fund maintaining its proportionate equity in the pooled accounts. The use of a pooled cash and investment account enables the Commission to invest idle cash for short periods of time, thereby maximizing earnings potential. Income earned from this pooling of cash and investments is allocated to the respective funds based upon average monthly proportional balances.

The City's banking relationship is with Truist Bank through a contract which began October 1, 2022, as a result of the Request for Quote process. The contract is for an initial three-year term with one, one-year extensions possible. All funds are invested securely, and a policy of CD laddering has been implemented and is being maintained. The City updated its investment policy during fiscal year 2016 to restructure the investment types allowed as well as requiring an Investment Advisor when investing in more complex investment types such as stocks, bonds, and agency funds. Currently, the City is limiting its investment activity to CD's, money market mutual funds, and Local Government Investment Plans (LGIP).

- **Financial Reserve Policies**

Fund balance is defined as the unspent funds remaining from prior years that are available for the appropriation and expenditure in the current year, or simply the difference between assets and liabilities. It is recommended that usable fund balance should be a range of three to six months of current year's expense budget for emergency purposes.

With the implementation of GASB 54, usable fund balance is defined as unassigned fund balance in the governmental funds and unrestricted net position in the enterprise funds. The City amended its fund balance policy in FY2018 to incorporate GASB 54 language and definitions and set guidelines to establish reserves for contingencies, stabilization, and capital projects.

The Commission approved the City's current Fund Balance Policy to maintain adequate fund balances/net position and reserves in its various operating funds to provide the capacity to:

- Provide sufficient cash flow for daily financial needs,
- Offset significant economic downturns or revenue shortfalls,
- Provide funds for unforeseen expenditures related to emergencies.

The policy establishes a minimum reserve of fund balance or net position in General Fund, special revenue, and proprietary fund types. These types of funds are to reserve fund balance/net position, not already reserved for another purpose, equal to three to six months of the current fiscal year expense budget. In the event that the unassigned fund balance or unrestricted net position exceeds these requirements, the excess may be utilized for any lawful purpose with City Commission approval with the recommendation of utilizing the excess within the fund creating the excess. In recent years, it has been necessary to use this excess to fund portions of the Capital Improvement Program. This funding is further discussed in the Policies and Planning for Capital Improvements section of this book.

During the fiscal year 2024 budgeting process, City Commission approved the use of fund balance/net position as follows:



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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<u>Fund</u>	<u>Amount</u>	<u>Use of Fund Balance/Net Position</u>
General Fund		
	20,000	To fund the purchase of trees and landscaping plants from the reserve.
	142,500	To fund unusual items such as hurricane supplies, and insurance contingencies.
	142,900	To fund one-time expenditures for miscellaneous equipment
	80,000	To fund the demolition of the old Police Building
	100,000	To fund Capital Projects from funds carried forward from previous years.
	141,000	To fund Capital Projects
	<u>350,000</u>	To fund Capital Project from Impact Fees
	<b>\$976,400</b>	<b>Total General Fund</b>
CRA Fund		
	<u>3,698,565</u>	Unused fund balance calculated and designated for projects.
	<b>\$3,698,565</b>	<b>Total CRA Fund</b>
Road and Bridge Fund		
	5,000	To fund unusual items such as hurricane supplies, and insurance contingencies.
	43,000	To fund one-time expenditures for miscellaneous equipment.
	375,000	To Fund Capital Project from Impact Fees.
	<u>757,982</u>	To fund Capital Projects from usable fund balance more than five months.
	<b>\$1,180,982</b>	<b>Total Road and Bridge Fund</b>
Capital Projects Fund		
	<u>2,379,078</u>	To fund Capital Projects from funds carried forward from previous years.
	<b>\$2,379,078</b>	<b>Total Capital Projects Fund</b>
Solid Waste Fund		
	<u>32,500</u>	To fund Capital Projects from funds carried forward from previous years.
	<b>\$32,500</b>	<b>Total Solid Waste Fund</b>
Water and Sewer Fund		
	6,157,344	To fund CIP projects from funds carried forward from previous years.
	185,000	To fund one-time expenditures for miscellaneous equipment.
	750,000	To Fund Capital Project from Impact Fees
	<u>2,030,147</u>	To fund new CIP projects
	<b>\$9,122,491</b>	<b>Total Water and Sewer Fund</b>
Stormwater Fund		
	1,373,803	To fund CIP projects from funds carried forward from previous years.
	<u>100,000</u>	To fund new CIP projects
	<b>\$1,473,803</b>	<b>Total Stormwater Fund</b>
Reuse Fund		
	824,091	To fund CIP projects from funds carried forward from previous years.
	<u>200,000</u>	To fund new CIP projects
	<b>\$1,024,091</b>	<b>Total Reuse Fund</b>
	<b><u>\$19,887,910</u></b>	<b>Total Use of Fund Balance</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

In most cases, the amount of fund balance designated is from a reserve specifically for the cited purpose. In General Fund, City Commission approved the use of fund balance for unusual expenses that may, or may not, occur and would normally be funded from fund balance should they occur during the year. Commission also approved the use of fund balance for one-time purchases of non-financed capital equipment as well as other one-time expenditures. As in the case of CRA, state statutes require the budgeting of all available funds which includes available fund balance. Each year the unused portion of fund balance is calculated and budgeted for projects or other expenditures within the CRA Plan.

While the policy requires a three-month minimum, as a general practice the City can use fund balance over five months of the fund's budgeted expenses to fund capital projects. It was determined that four funds had fund balance—General Fund (6.06 months), Road & Bridge (7.30 months), Water/Sewer (6.13 months) and Reuse (7.89 months). over five months available for 2024 capital projects. Solid Waste (4.73 months) exceeded the three-month minimum, however, did not meet the five-month level. The enterprise funds were projected net of the carry forward funds. These carry-forward funds consist of unspent revenue generated the utility rate study that was designated for CIP use. The chart below is net of fiscal year 2023 revenues and expenditures along with fiscal year 2024 Capital Improvement projects.

### Fund Balance/Net Position Levels

#### FUND BALANCE USABLE FOR CAPITAL PROJECTS

Fund/Reserve	*FY2023 Unassigned Fund Balance (Projected)	1/12 of Proposed Budget	# of Months of Unassigned Fund Balance	Stabilization Reserve	Available Fund Balance	Budget Contingency	Surplus Reserve
General Fund	7,692,228	1,311,057	5.87	5,244,229	2,447,999	1,311,057	1,136,941

Fund/Reserve	*FY2023 Unrestricted Net Position (Projected)	1/12 of Proposed Budget	# of Months of Unrestricted Net Position	Stabilization Reserve	Available Fund Balance	Budget Contingency	Surplus Reserve
Road and Bridge	556,790	180,018	3.09	540,055	16,735	16,735	-
Solid Waste	1,109,834	234,586	4.73	703,757	406,077	234,586	171,491
Water/Sewer	2,595,799	760,945	3.41	2,282,835	312,964	312,964	-
Stormwater	440,255	106,901	4.12	320,702	119,554	106,901	12,653
Reuse	184,301	48,699	3.78	146,096	38,205	38,205	-

**\*Amount is calculated using FY 2023 projected revenues and expenses as of 8/31/2023 and new FY24 CIP projects.**

Stabilization Reserve for specific non-routine items; i.e. economic downturn or natural disaster. The General Fund requires 4 months of the proposed budget and the Enterprise Funds requires 3 months.

Budget Contingency Reserve for extreme shortfalls. The contingency equals 1 month of the proposed budget.

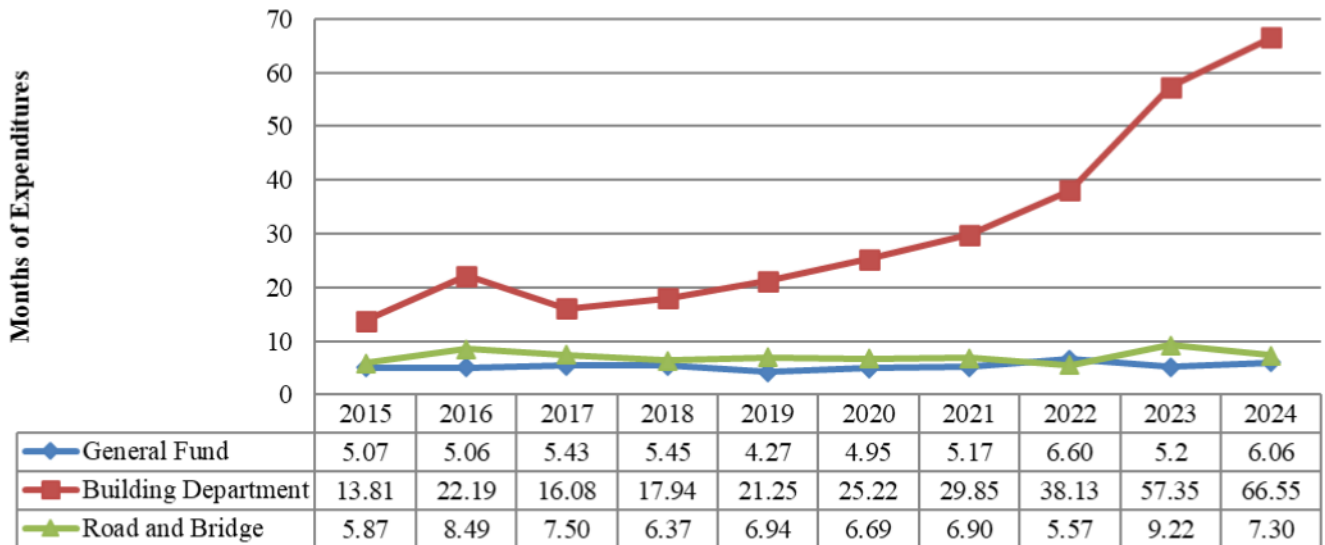
Surplus Contingency Reserve for one time cost or capital purchases. The surplus reserve takes projected unassigned fund balance less stabilization reserve and budget contingency.



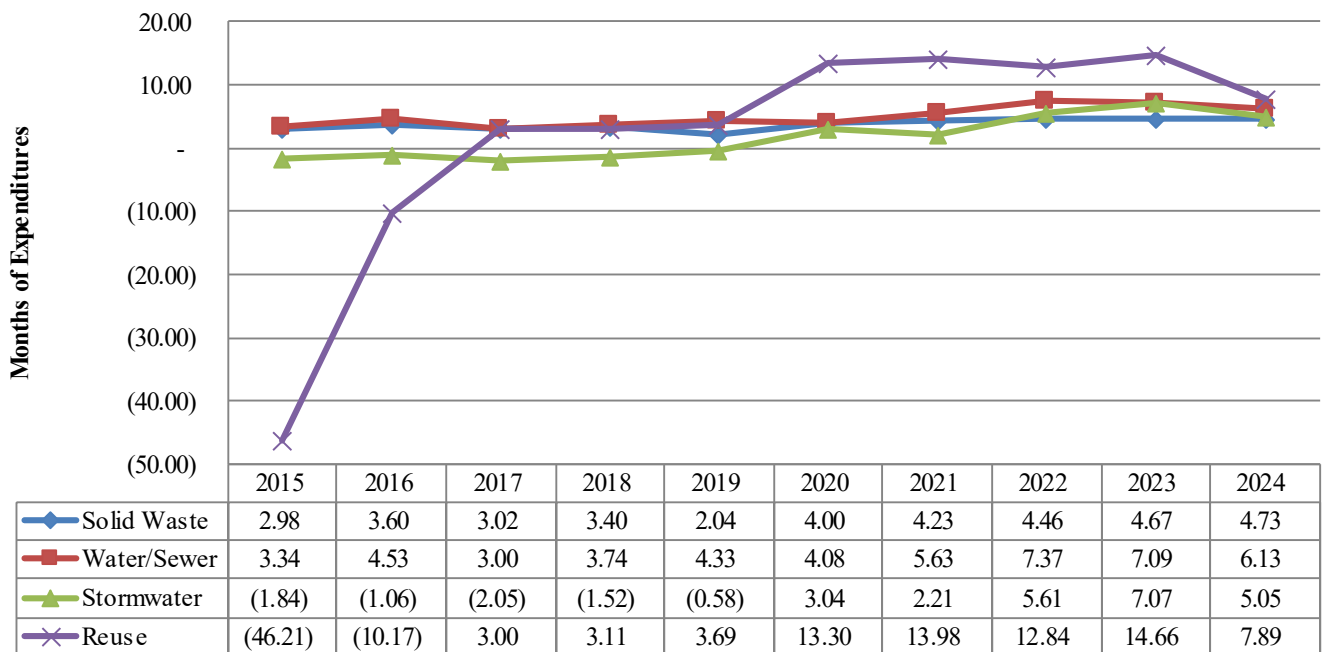
# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## Trends of Unassigned/Unrestricted Fund Balance

### Unassigned Fund Balance Levels - Governmental Funds



### Unrestricted Net Position Levels- Enterprise Funds



Charts demonstrating the levels of unassigned fund balance/unrestricted net position since fiscal year 2015. The Building Department fund balance increases is due to the collection of building permits relating to the City's first hotel currently under development.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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- **Operating Budget Policy**

The City adopts an annual operating budget, which is employed as a management control device, for the general governmental activities of the General Fund, Road, and Bridge Fund, and the CRA Fund. Budget is also adopted for the business-type activities of the Enterprise Funds of Solid Waste, Water and Sewer, Stormwater and Reuse Funds.

In fiscal year 2011, The City adopted a Budget Policy as Resolution 2010-22 which defines the definition of a balanced budget, the basis of the City's budget, operating and capital budgeting, status of encumbrances at year end, and establishes the need for long and short-term planning measures, performance measures and forecasting. The policy also defines the guidelines for the use of fund balance and provides for the establishment of reserves for capital acquisitions using fund balance.

The City Commission is striving to develop long and short-term goals and objectives to give the City direction in remaining and enhancing its family-friendly, safe atmosphere desired by the Commission and the citizens. This process of developing these types of goals is somewhat foreign and new to the City, so the final product is evolving and being fine-tuned.

- **Basis of Budgeting**

The basis of budgeting is the method used to determine when revenues and expenditures are recognized for budgetary purposes. All funds are budgeted using generally accepted accounting principles (GAAP) which require recognition of transactions or events on a modified accrual basis of accounting. This basis of accounting recognized increases and decrease in financial resources only to the extent that they reflect near-term inflows or outflows of cash. In governmental funds, the modified accrual basis is used both for budgeting and reporting in the City's financial statements. This method includes budgeting for capital expenditures and debt service payments and represents the General Fund, CRA, Road and Bridge and Capital Projects funds. In the City's business-type activities, the modified accrual basis is also used for budgeting all expenditures including capital and debt service however, these funds are reported in the financial statements using full accrual accounting which does not report capital or principal debt service payments as expenses. The City's business-type activities are enterprise funds and include Solid Waste, Water and Sewer, Stormwater and Reuse funds.

- **Balanced Budgeting**

All funds subject to appropriations are required to balance. A balanced budget refers to a budget in which revenues, and all revenue sources, are equal to, or greater than, expenditures. These revenue sources would include any fund balance/net position used to fund approved expenditures. More generally, it refers to a budget that has no budget deficit but could have a budget surplus.

- **Budgetary Control**

Management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognized that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the departmental cost center level. The Finance Department monitors expenditures against cost center budgets to ensure that appropriations are not exceeded.





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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As a recipient of federal and state financial assistance, the City also is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. This internal control structure is subject to periodic evaluation by the Finance Department and the City's external auditors. Once this assistance reaches certain limits, the City is required to undergo an annual single audit in conformity with the provisions of the Single Audit Act of 1984 and U.S. Office of Management and Budget Circular A-128, Audits of State and Local Governments. As a part of the City's Single Audit, tests are made to determine the adequacy of the internal control structure, including that portion specifically related to federal financial assistance programs.

In addition, the City maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by City Commission. Activities of the general fund, special revenue funds, capital projects fund and enterprise funds are included in the annual appropriated budget. The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. All expenditures for other than personal services are controlled by a procurement system, which encumbers purchase orders against budgets prior to issuance to the vendors. Purchase orders are not issued until appropriations are made available. Encumbrances outstanding at the end of the year are carried forward and re-encumbered in the next budget year. A budget resolution is approved by the City Commission to appropriate funds for these encumbrances which are funded by fund balance.

- **Budget Amendment Process**

The budget may be amended in two ways. Budget may be transferred between operational line items within a cost center. This is requested by the Department Head, reviewed by the Finance Department, and approved by the City Clerk on a budget transfer form. Secondly, budget amendments, which increase expenditures or the spending level of individual departments, are requested by the City Clerk by resolution and approved by the City Commission at regular Commission meetings. Budget amendments are also required when appropriations for personnel budgets or interfund transfers are increased or decreased within a cost center.

- **Procurement Policy**

The purpose of these purchasing regulations is to:

- Provide a uniform means of acquiring goods and services in a manner which protects the interests of taxpayers
- Ensures that qualified vendors have access to the municipal market on a fair and equitable basis.
- Applies to all purchases of the City irrespective of the source of funding.
- Provides guidelines to user departments.

The Finance Department shall serve as the purchasing gateway to provide assistance and technical expertise in purchasing procedures, and to ascertain that user departments understand and comply with established budgetary, purchasing and accounting procedures for overall internal control. No City employee shall order goods or services without the required authorization funding and purchasing/financing documents.

Guidelines:

- Payment for the goods and services shall be made using a purchase order or a check request process unless the item is a capital asset. All purchases of capital assets require a purchase order. The procurement requirements shall not be artificially divided to constitute a small purchase.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

- A purchase is considered to be a capital asset when the dollar amount is a unit cost of \$2,000 or greater and a useful life exceeding one year and will be capitalized per the useful life schedule. Assets with a unit cost between \$500 and \$2,000 will be tracked within the fixed asset system for security reasons but not capitalized.
- Small dollar purchases are purchases to one vendor of up to \$10,000 and require that budget be established for that purchase. Such materials, services and equipment shall be done through the computerized purchasing system. Quotes may be obtained if deemed appropriate by staff.
- Informal competitive quotes are required when purchasing items costing, in the aggregate, between \$10,000 and \$100,000. Three written quotes are required, and the purchase is awarded to the lowest responsible and qualified vendor.
- All contracts for the procurement of goods and services costing, in the aggregate, in excess of \$100,000 shall be on the basis of sealed bids, proposals or quotes solicited through formal advertisement in a newspaper of local or area circulation.
- Local preference is given to vendors within the Palmetto city limits first and within Manatee County second.

### • Capitalization Policy

The City's Capitalization Policy was adopted April 2018. The policy allows for the capitalization thresholds of assets including land, buildings, infrastructure, equipment, vehicles, and intangible assets are budgeted using the modified accrual method of accounting but are reported in the business activities and government-wide financial statements using full accrual. Capital assets are defined by the government as assets with an initial, individual cost per the schedule below. Equipment and vehicles with an individual cost between \$500 and \$2,000 are tracked as sundry items only, and not recorded as capital assets or depreciated. Capital assets are recorded at historical cost or estimated historical cost if constructed. Capital expenditures are reported in greater detail Capital Improvement Section.

Capital assets of the primary government are depreciated, using the straight-line method over the following estimated useful lives using these capitalization thresholds:

<u>Assets</u>	<u>Useful Life</u>	<u>Threshold</u>
Buildings	30 years	\$20,000
Machinery and equipment		
Computer Equipment	4 years	\$ 2,000
Equipment and vehicles	7 years	\$ 2,000
Software	7 years	\$20,000
Infrastructure		
General Infrastructure	40 years	\$20,000
Infrastructure Equipment	20 years	\$ 2,000

Donated capital assets are recorded at estimated fair value at the date of donation. The government reports infrastructure assets on a network and subsystem basis. Accordingly, the amounts spent for the construction or acquisition of infrastructure assets are capitalized and reported in the government-wide financial statements.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### Total Capital Expenditures by Fund for Fiscal Year 2024

Capital by Fund	Equipment			Projects					Total
	Operating	Fund Balance	Capital Lease	Current Revenues	Fund Balance	Impact Fees	Grants	Carryover	
General Fund	73,800	142,900	302,000		141,000	350,000		100,000	1,109,700
Community Redevelopment Agency	35,000			3,112,743				2,785,000	5,932,743
Half Cent Infrastructure Fund				336,000				250,000	586,000
Road & Bridge Fund	-	43,000	260,000		757,982	375,000			1,435,982
Capital Projects Fund							138,182	2,379,078	2,517,260
Solid Waste Fund	16,200		-					32,500	48,700
Water/Sewer Fund	-	35,000	161,000	99,711	2,030,147	750,000		6,157,344	9,233,202
Stormwater Fund	21,500	-	265,000	63,194	100,000			1,373,803	1,823,497
Reuse Fund	3,000	-	-	70,142	200,000			824,091	1,097,233
<b>Total Capital by Fund</b>	<b>\$ 149,500</b>	<b>\$ 220,900</b>	<b>\$ 988,000</b>	<b>\$ 3,681,790</b>	<b>\$ 3,229,129</b>	<b>\$ 1,475,000</b>	<b>\$ 138,182</b>	<b>\$ 13,901,816</b>	<b>\$ 23,784,317</b>

Additional details of city-wide capital expenditures are located in the Capital improvement section of this document.

### • Debt Management Policy

The City's Debt Management Policy was adopted in June, 2008. The policy establishes guidelines for the conditions for issuing debt, project life, type and management of debt and the restrictions on debt issuance, service, and outstanding debt. While the City has no legal debt limits, it has generally chosen to limit its borrowing activities to bank qualified loans and capital leases at this time. This choice sets a limit of \$10,000,000 in financing activities per calendar year.

The City may incur debt to finance the construction or acquisition of infrastructure and other assets and equipment or to refinance existing debt for the purpose of meeting its governmental obligation to its residents. Such debt obligations are to be issued and administered in such fashion as to obtain the best long-term financial advantage to the City and its residents. Long term debt should:

1. Be financed for a period not to exceed the useful life of the asset being financed (minimum useful life of four years).
2. Not be used to fund the City's current operations, i.e., personnel, operating and/or debt service.
3. Be in the form of bank qualified loans, bonds, or a capital leasing program as in the best interest the City.
4. Be tracked and evaluated annually.
5. Be maintained within the accepted benchmarks indicated by the table below.

The City plans financing activity during fiscal year 2024 for its capital lease (\$988,000) for equipment. In addition, the debt policy will be going through a thorough review and update in FY2024.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## Debt Ratios

Item # and Item Description	City Wide	Target Ratio	Governmental Funds*	Proprietary Funds	Total City	CRA Fund Information Only
1 Population	13,927					
2 Assessed taxable property value	1,362,536,728					
3 Personal income per capita	\$ 29,252					
4 Total Debt projected at 9/30/23			6,272,197	9,254,527	15,526,725	2,480,126
5 Total Revenue FY2024			19,928,638	13,861,604	33,790,242	5,872,982
6 Operating Expenses FY2024 **			16,325,274	10,428,057	26,753,331	2,910,778
7 Net Operating Income (Loss)			3,603,364	3,433,547	7,036,911	2,962,204
8 Debt Service (P&I) FY2024			1,285,328	1,770,052	3,055,380	466,999
9 Net Debt Per Capita	#4 / #1	≤ \$900	450	665	1,115	178
10 Percentage of assessed taxable property value	#4 / #2	≤ 3%	0.46%	0.68%	1.14%	0.18%
11 Net debt per capita as a percentage of income per capita	#10 / #3	≤ 5%	1.54%	2.27%	3.81%	0.61%
12 Debt Service Coverage Ratio	#7 / #8	≥ 110%	280%	194%	230%	634%

\* The debt policy does not include CRA, therefore information for Governmental Funds does not include CRA.

\*\* Operating Expenses do not include debt service payments in order to calculate the Debt Service Coverage Ratio

It is necessary to note that prior to fiscal year 2012, the city's population was estimated to be more than 14,000. However, during the 2020 Census, the population was determined to be 13,311 and is now estimated at 13,927 as of April 2023. The Net Debt Per Capita for the total City has decreased by 207 points due to the payoff of the Reuse TPT loan in the Proprietary Fund and overall debt service payments. When applying for financing, the lending institution institutes its own calculation and considering the closeness of the ratios, the overall ratios are determined to be within acceptable limits. However, future financing should be reviewed at the individual fund level to determine feasibility.

### • Debt Service

The City's Debt Policy allows for the funding of capital purchases through debt not to exceed the life of the asset being financed. The table below summarizes the City's debt and includes equipment items that will be financed through four-year capital leases.

The City will continue aggressively applying for all available grant funds and assessing available City funds for future pay-as-you-go projects to ensure the City's economic stability.

The City has a projected debt obligation of \$18,006,851 as of September 30, 2023, which is comprised of bank qualified loans, state revolving fund loans, interlocal agreement and capital leases.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Outstanding Debt and Debt Service**

The debt service outstanding at the end of fiscal year 2023 and budgeted debt service payments for fiscal year 2024 is illustrated in the following tables:

Loan	Maturity	Original Loan Issued	Governmental Loan Balance as of September 30, 2023	Business type Loan Balance as of September 30, 2023	Total Principal Outstanding as of September 30, 2023
SRF - EQ Design	12/15/2038	368,749	-	287,801	287,801
SRF - EQ Basin Constr	12/15/2038	6,546,496		5,564,499	5,564,499
2014 BB&T Loan	08/31/2029	1,250,000	-	567,823	567,823
2019 Keybank	01/01/2028	7,151,300	512,045	2,199,455	2,711,500
2022 Sterling Bank	07/01/2032	5,636,000	4,674,000		4,674,000
Capital Leases	Various	4,589,055	1,086,152	634,950	1,721,102
<b>Existing City Debt</b>		<b>25,541,600</b>	<b>6,272,197</b>	<b>9,254,527</b>	<b>15,526,725</b>
CRA 2006 BOA Loan	07/31/2026	4,395,000	678,902	-	678,902
Lincoln Pk Aquatics Ctr*	01/01/2032	2,001,360	1,801,224		1,801,224
<b>Existing CRA Debt</b>		<b>6,396,360</b>	<b>2,480,126</b>	<b>-</b>	<b>2,480,126</b>
<b>Total City-wide Debt</b>		<b>31,937,960</b>	<b>8,752,324</b>	<b>9,254,527</b>	<b>18,006,851</b>
<b>Proposed New Debt - as budgeted**</b>					
2024 Capital Lease	02/01/2028	988,000	-	-	-
<b>Total 2024 Debt</b>			<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Existing and Proposed Debt</b>			<b>\$ 8,752,324</b>	<b>\$ 9,254,527</b>	<b>\$ 18,006,851</b>

\*Lincoln Park Aquatics Center- 10 year interlocal agreement with Manatee County to construct a community aquatics

\*\*New Debt: 2024 - Capital Lease interest is estimated at 6% over a 4 year term.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

---

<b>FY 2024 Governmental Debt Service (Principal)</b>	<b>FY 2024 Governmental Debt Service (Interest)</b>	<b>FY 2024 Business Type Debt Service (Principal)</b>	<b>FY 2024 Business Type Debt Service (Interest)</b>	<b>Total FY2024 Debt Service</b>
		17,711	3,203	20,914
		341,198	38,859	380,057
		87,597	16,324	103,921
181,913	10,406	781,390	44,694	1,018,403
494,000	53,567			547,567
458,066	24,949	305,972	12,313	801,300
<b>1,133,979</b>	<b>88,922</b>	<b>1,533,868</b>	<b>115,393</b>	<b>2,872,162</b>
219,750	30,000	-		249,750
200,136	-			200,136
<b>419,886</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>449,886</b>
<b>1,553,865</b>	<b>118,922</b>	<b>1,533,868</b>	<b>115,393</b>	<b>3,322,048</b>
79,540	16,390	60,292	12,424	168,646
<b>79,540</b>	<b>16,390</b>	<b>60,292</b>	<b>12,424</b>	<b>168,646</b>
<b>\$ 1,633,405</b>	<b>\$ 135,312</b>	<b>\$ 1,594,160</b>	<b>\$ 127,817</b>	<b>\$ 3,490,694</b>





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**Fiscal Year 2024 Debt Service By Fund**

<b>Fund</b>	<b>Principal Payments</b>	<b>Interest Payments</b>	<b>Total Debt Service</b>	<b>Budgeted New Debt Service</b>	<b>Total Overall Debt Service</b>
General Fund	425,753	24,778	450,531	42,742	493,273
Infrastructure Sales Tax - Capital	494,000	53,567	547,567	-	547,567
CRA	435,125	31,874	466,999		466,999
Road and Bridge	198,987	8,703	207,690	36,798	244,488
Total Governmental Funds	<u>1,553,865</u>	<u>118,922</u>	<u>1,672,787</u>	<u>79,540</u>	<u>1,752,327</u>
 Solid Waste	 30,186	 904	 31,090	 -	 31,090
Water and Sewer	1,096,951	126,768	1,223,719	22,786	1,246,505
Stormwater	261,352	30,513	291,865	37,506	329,371
Reuse	145,379	17,707	163,086	-	163,086
Total Business-Type Funds	<u>1,533,868</u>	<u>175,892</u>	<u>1,709,760</u>	<u>60,292</u>	<u>1,770,052</u>
<b>Total City-Wide Debt Service</b>	<b><u>\$ 3,087,733</u></b>	<b><u>\$ 294,814</u></b>	<b><u>\$ 3,382,547</u></b>	<b><u>\$ 139,832</u></b>	<b><u>\$ 3,522,379</u></b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### Personnel Budget

The city values each one of its 106 employees. Without them, the city would not be able to provide the level of service to the citizens. The City's personnel expenses for fiscal year 2024 are \$10,638,843 and accounts for 25.33% of city-wide total operating budget not to include transfers out and capital improvements projects.

The budget contains funding for 142 positions; 102 active full-time, 6 active part-time and 6 elected officials of which 23 vacant full-time and 5 vacant part-time positions are vacant.

The Mayor's and Commissioners and general employees will receive a 3% base pay increase and a 3% COLA increase, totaling an 6% increase for all general employees. This is the third consecutive year the City is taking a proactive approach by increasing the base pay for each grade by a portion of the overall increase in an effort to remain marketable and reduce compression. In FY2024, the City plans to initiate a new compensation study.

The sworn PBA agreement is current until the FY25 budget. For FY24 there is a \$5,000 base pay increase for Officers, Corporals and Sergeant. Total sworn officer wages increased by \$77,574 or 4.32% in comparison to fiscal year 2023.

Pension costs are loaded based on the actuarial report received in November 2022. The rate for PD increased from 17.553% to 20.39% in FY2024. General Employees' pension increased from 8.67% to 9.33%. Both plans are approximately 90% funded as of the September 30, 2022, actuarial.

#### Fiscal year 2024 Personnel Budget:

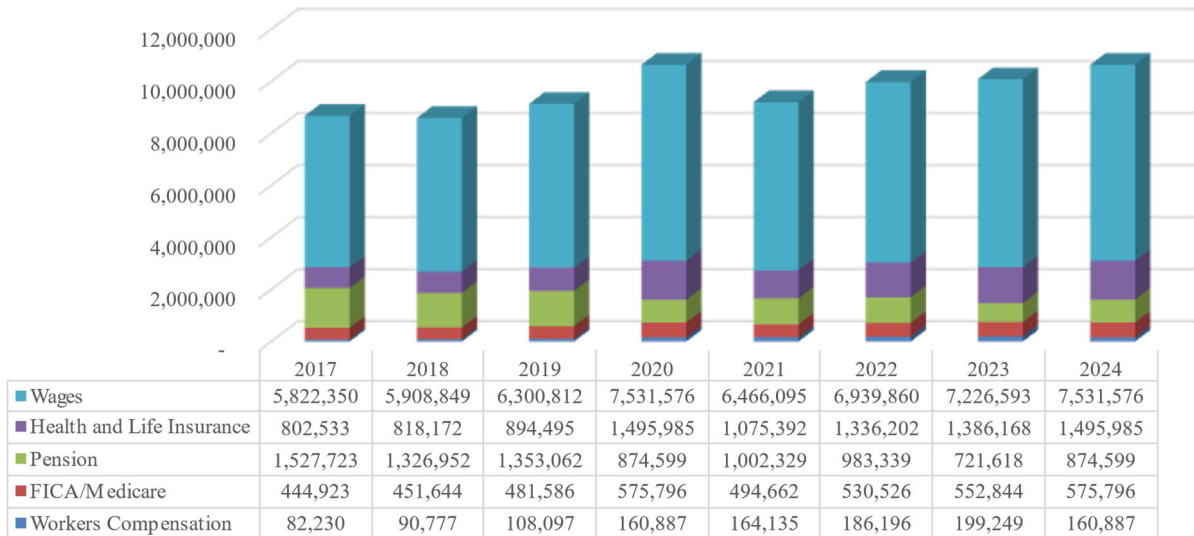
This fiscal year will see savings in employee benefit and pension cost compared to last year yet hiring and retention challenges continue city wide.

- Wages are up \$304,983 or 4.2% over FY23.
- Total benefits costs increased by \$247,393 or 8.65% from FY23 mainly due from the increase in pension cost.
- Pension costs increased by 21.2% over FY23 due to a fluctuating investment market and a one-time COLA to the retirees which affected the City's contribution rate. Pension cost represents 8.2% of annual wages. .
- Health insurance increased \$109,822 or 7.9% from FY23. The new rates for employee health insurance are less than 1% higher than the previous year. Health insurance is 14.1% of annual wages, which is a slight increase of .4% from FY23.
- Workers' Compensation insurance decreased by 19.3% over the prior year and related to overall claims history and closeouts.

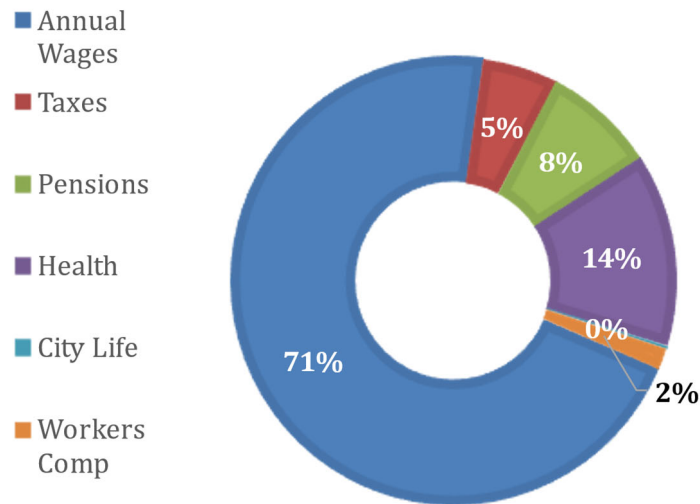


# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## 8 Year History of Personnel Cost by Type 2017-2024



## 2024 PERSONNEL COST





# CITY OF PALMETTO, FLORIDA

## 2023-2024 BUDGET

### Personnel Cost for Fiscal Year 2023-2024

Breakdown by Department by Fund

Departments	Dept	Annual Wages	Taxes	Pensions	Health	City Life	Workers Comp	Total Benefits	Total Cost
Mayor & Commission	511	239,935	18,357	17,490	20,570	185	323	56,925	296,860
City Clerk	512	181,970	13,920	16,978	33,129	590	249	64,867	246,837
Information Technologies	513	71,741	5,488	1,555	12,856	181	98	20,179	91,920
City Attorney	514	-	-	-	-	-	-	-	-
Finance	515	511,447	39,126	47,717	102,080	1,657	1,793	192,374	703,821
Human Resources	516	157,936	11,701	14,269	20,570	486	209	47,236	205,172
Events and Facilities	579	55,000	4,209	5,131	10,285	162	1,227	21,015	76,015
Police Department	521	3,293,614	251,960	503,286	610,137	9,322	76,433	1,451,143	4,744,757
Code Enforcement	523	153,491	11,742	14,320	30,855	498	3,431	60,850	214,341
Public Works Administration	540	467,354	35,752	35,786	56,177	1,519	6,870	136,106	603,460
Planning Department	543	131,646	10,071	12,283	25,322	427	211	48,314	179,960
Fleet Maintenance Department	549	161,262	12,337	15,046	42,848	529	3,239	73,999	235,261
Parks & Recreation Department	572	354,915	27,153	33,112	86,394	1,053	10,456	158,172	513,087
Building Department	524	102,825	7,866	7,289	20,570	252	182	36,161	138,986
<b>Total General Fund</b>		<b>5,883,136</b>	<b>449,682</b>	<b>724,262</b>	<b>1,071,793</b>	<b>16,861</b>	<b>104,721</b>	<b>2,367,341</b>	<b>8,250,477</b>
Community Redevelopment Agency	559	235,093	17,985	18,476	35,607	613	566	73,247	308,340
<b>Total CRA Fund</b>		<b>235,093</b>	<b>17,985</b>	<b>18,476</b>	<b>35,607</b>	<b>613</b>	<b>566</b>	<b>73,247</b>	<b>308,340</b>
Road & Bridge Department	541	195,984	14,994	18,285	51,425	625	15,127	100,458	296,442
<b>Total Road &amp; Bridge Department</b>		<b>195,984</b>	<b>14,994</b>	<b>18,285</b>	<b>51,425</b>	<b>625</b>	<b>15,127</b>	<b>100,458</b>	<b>296,442</b>
Solid Waste Department	534	121,282	9,278	11,315	26,741	275	2,608	50,219	171,501
<b>Total Solid Waste Fund</b>		<b>121,282</b>	<b>9,278</b>	<b>11,315</b>	<b>26,741</b>	<b>275</b>	<b>2,608</b>	<b>50,219</b>	<b>171,501</b>
Cross Connection Services	532								
Water Services	533	134,666	10,303	12,564	30,855	425	3,038	57,186	191,852
Sewer Services	535	364,091	27,856	33,968	91,784	1,154	7,302	162,069	526,160
Utility Customer Service	536	268,302	20,526	25,032	63,984	861	2,128	112,536	380,838
Waste Water Treatment Plant	537	-	-	-	-	-	-	-	-
<b>Total Water/Sewer Fund</b>		<b>767,059</b>	<b>58,685</b>	<b>71,564</b>	<b>186,623</b>	<b>2,440</b>	<b>12,468</b>	<b>331,791</b>	<b>1,098,850</b>
Stormwater Services	538	193,795	14,826	18,081	66,083	525	14,959	114,473	308,268
<b>Total Stormwater Fund</b>		<b>193,795</b>	<b>14,826</b>	<b>18,081</b>	<b>66,083</b>	<b>525</b>	<b>14,959</b>	<b>114,473</b>	<b>308,268</b>
Reuse Services	539	135,227	10,346	12,616	35,998	340	10,438	69,738	204,965
<b>Total Reuse Fund</b>		<b>135,227</b>	<b>10,346</b>	<b>12,616</b>	<b>35,998</b>	<b>340</b>	<b>10,438</b>	<b>69,738</b>	<b>204,965</b>
<b>Grand Total</b>		<b>\$7,531,576</b>	<b>\$575,796</b>	<b>\$ 874,599</b>	<b>\$1,474,270</b>	<b>\$21,679</b>	<b>\$160,887</b>	<b>\$3,107,267</b>	<b>\$ 10,638,843</b>



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## Personnel cost for Fiscal Year 2023-2024

FY2024 Payroll with 6% Adopted Increase - GE

	<u>All Employees Insurance</u>							Total Position Cost
	FY24 Annual Salary	Taxes	Pensions	Health	Life	Work Comp	Total Benefits	
<b>Breakdown by Fund</b>								
General Fund	5,780,311	441,816	716,973	1,051,223	16,609	104,539	2,331,180	8,111,491
Building Department	102,825	7,866	7,289	20,570	252	182	36,161	138,986
CRA	235,093	17,985	18,476	35,607	613	566	73,247	308,340
Road and Bridge	195,984	14,994	18,285	51,425	625	15,127	100,458	296,442
Solid Waste	121,282	9,278	11,315	26,741	275	2,608	50,219	171,501
Water & Sewer	767,059	58,685	71,564	186,623	2,440	12,468	331,791	1,098,850
Stormwater	193,795	14,826	18,081	66,083	525	14,959	114,473	308,268
Reuse	135,227	10,346	12,616	35,998	340	10,438	69,738	204,965
<b>Total Personnel Cost</b>	<b>7,531,576</b>	<b>575,796</b>	<b>874,599</b>	<b>1,474,306</b>	<b>21,679</b>	<b>160,887</b>	<b>3,107,267</b>	<b>10,638,843</b>

Breakdown by type	<u>FY2023</u>	<u>FY2024</u>	<u>Increase (Decrease)</u>
Total Wages	7,226,593	7,531,576	304,983
FICA	552,844	575,796	22,952
General Employee Pension Contribution	397,755	462,896	65,141
Police Department Pension Contribution	323,863	411,703	87,840
Non-pensioned Department Heads			-
Total Pension Contribution	721,618	874,599	152,981
Health Dental and Life Insurance	1,386,163	1,495,985	109,822
Workers Compensation	199,249	160,887	(38,362)
Total Insurance	1,585,412	1,656,872	71,460
Total Benefits	2,859,874	3,107,267	247,393
<b>Total Cost of Payroll</b>	<b>\$ 10,086,467</b>	<b>\$ 10,638,843</b>	<b>\$ 552,376</b>
% of Total Benefits to Total Wages	28.4%	29.2%	

## Summary of Positions

### The Final personnel budgets include:

#### Total Funded Positions

Full Time Funded Positions	124
Part Time Funded Positions	12
Elected Officials	6
<b>Total Funded Positions</b>	<b>142</b>

#### New Positions - Full Time Funded

1 Deputy Director of Public Works	2
1 Code Enforcement (CRA)	

#### Vacant Positions - Part Time Funded

1 Building Inspector - Building	5
1 Intern - (CRA) NEW	
1 Intern - (CRA) NEW	
1 Intern - (CRA) NEW	
1 Intern - (CRA) NEW	

#### Vacant Positions - Full Time Funded

23

5 Police Officers - PD
1 Facilities/Events Specialist - City Hall
1 City Planner - Planning
1 Service Worker I - Parks
2 Service Worker II - Parks
2 Service Worker I - R&B
1 Sign Maintenance Tech - R&B
1 Equipment Operator - Water
1 PW Supervisor - Water
1 Service Worker II - Sewer
1 Service Worker I - Sewer
1 Service Worker III - Sewer
1 Service Worker I - Stormwater
1 Crew Leader - Stormwater
2 Service Worker I - Reclaim
1 Equipment Operator - Reclaim



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**HISTORY OF STAFFING LEVELS**

Department	FY 2020	FY 2021	FY 2022	FY 2023	Positions Unfunded FY2024	Positions Added FY 2024	Variance FY 2024	FY23 vs FY24
<b><u>FULL-TIME POSITIONS</u></b>								
<b>GENERAL FUND</b>								
Mayor and Commission (6 elected)	7	7	7	7	0	0	7	0
City Clerk	2	2	2	2	0	0	2	0
Information Technology	1	1	1	1	0	0	1	0
Finance	8	8	8	8	0	0	8	0
Human Resources	1	1	2	2	0	0	2	0
Events and Facilities	1	1	1	1	0	0	1	0
Police:								
Administrative Service	14	13	15	15	0	0	15	0
Sworn Police Officers	34	34	34	34	0	0	34	0
Code Enforcement	3	3	2	2	0	1	3	1 2
Public Works Administration	6	5	5	5	0	1	6	1 3
Planning	2	2	2	2	0	0	2	0
Fleet Management	3	3	3	3	0	0	3	0
Parks and Recreation	9	8.4	8.4	8.4	0	0	8.4	0
Building Department	2	2	2	2	0	0	2	0
<b>COMMUNITY REDEVELOPMENT AGENCY FUND</b>								
Community Redevelopment Agency (CRA)	4	5	5	5	2	0	3	-2 1
<b>ROAD AND BRIDGE FUND</b>								
Streets Department	5	5	5	5	0	0	5	0
<b>SOLID WASTE FUND</b>								
Solid Waste Department	3	2.6	2.6	2.6	0	0	2.6	0
<b>WATER AND SEWER FUND</b>								
Cross Connect	2	2	2	0	0	0	0	0
Water Department	5	5	6	3	0	0	3	0
Sewer Department	8	8	8	8	0	0	8	0
Customer Service	6	6	6	6	0	0	6	0
<b>STORMWATER FUND</b>								
Stormwater	4.75	4.5	4.5	4.5	0	0	4.5	0
<b>REUSE FUND</b>								
Reclaimed Water Department	2.25	2.5	3.5	3.5	0	0	3.5	0
<b>Total Full-Time Positions</b>	<b>133</b>	<b>131</b>	<b>135</b>	<b>130</b>	<b>2</b>	<b>2</b>	<b>130</b>	<b>0</b>
<b><u>PART -TIME POSITIONS</u></b>								
Police	9	9	8	7	0	0	7	0
Finance	0	0	0	0	0	0	0	0
Human Resources	1	1	0	0	0	0	0	0
Building Department	1	1	1	1	0	0	1	0
Community Redevelopment Agency (CRA)	1	1	0	4	0	0	4	0
<b>Total Part Time Positions</b>	<b>12</b>	<b>12</b>	<b>9</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>0</b>
<b>Total City-Wide Positions</b>	<b>145</b>	<b>143</b>	<b>144</b>	<b>142</b>	<b>2</b>	<b>2</b>	<b>142</b>	<b>0</b>

**Notes: Variances FY23 Vs FY24**

- 1 Reduced two (2) positions; 1 position hired as consultant
- 2 Added 1 Code enforcement officer for the CRA district
- 3 Added 1 Public Works Deputy Director. This position was previously funded in 2020



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### General Fund - 001

The General Fund is the chief operating fund of the government and accounts for all resources not accounted for in another fund. It is the only fund required to be maintained by a government. The principal sources of revenues of the General Fund are property taxes, sales and use taxes, franchise and permit fees, and fine and forfeitures. The primary governmental functions occurring within this fund are general government operations that support the entire city. These operations include:

- 511 - Mayor and Commission
- 512 - City Clerk
- 513 - Information Technology
- 514 - City Attorney
- 515 - Finance
- 516 - Human Resources
- 579 - Events and Facilities
- 521 - Police Department
- 523 - Code Enforcement
- 524 - Building Department
- 540 - Public Works Administration
- 543 - Planning Department
- 549 - Fleet Services
- 572 - Parks and Recreation

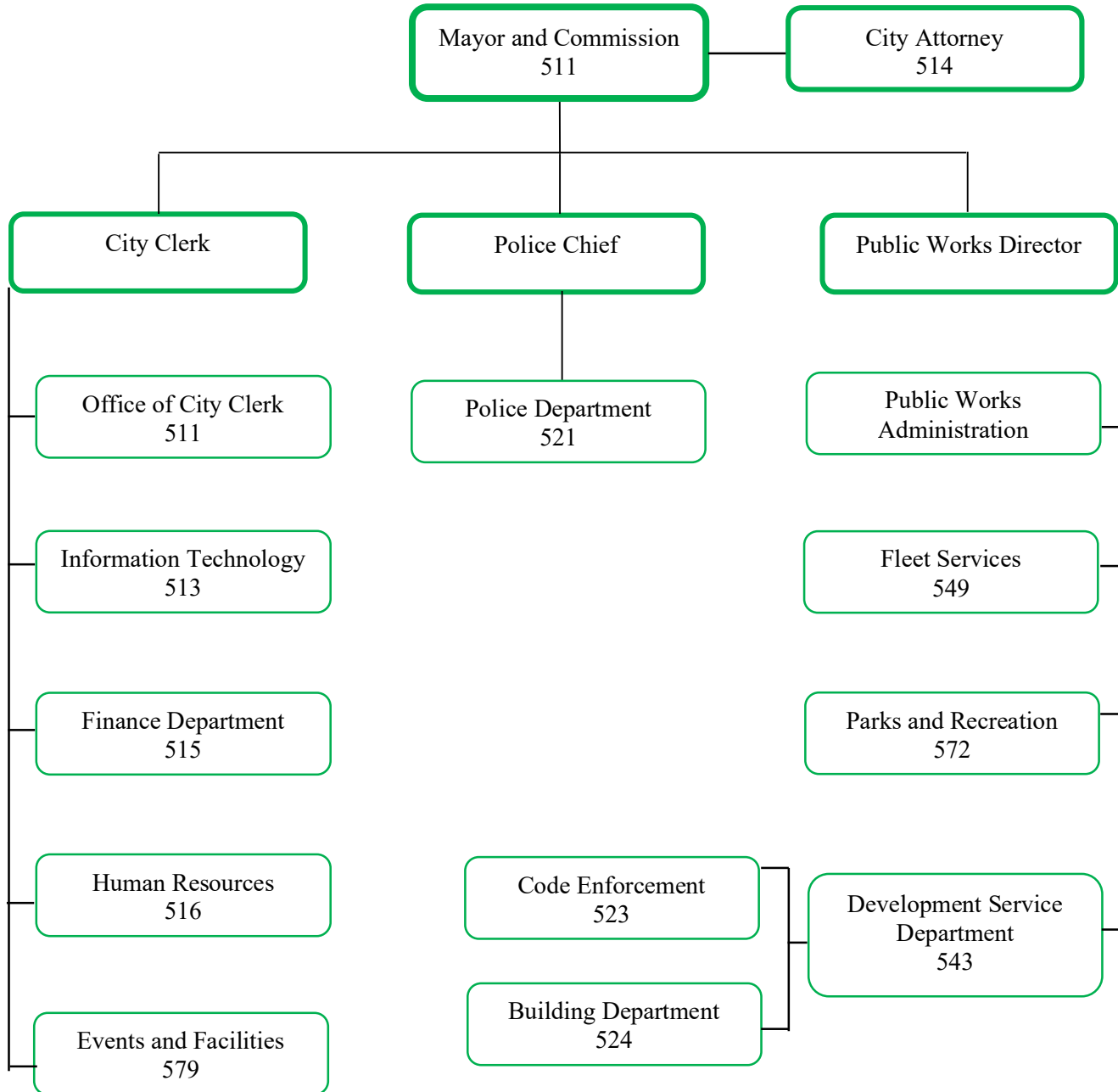


The General Fund receives compensation from other funds in the form of transfers-in for services provided by Information Technology, Finance, Human Resources, Public Works Administration, Development Services and Fleet Services. These cost centers provide support services city-wide and are allocated to the other funds by determining factors in each cost center. These factors include the number of employees, vehicles serviced, and the number of computer users in each cost center.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**GENERAL FUND ORGANIZATIONAL CHART**

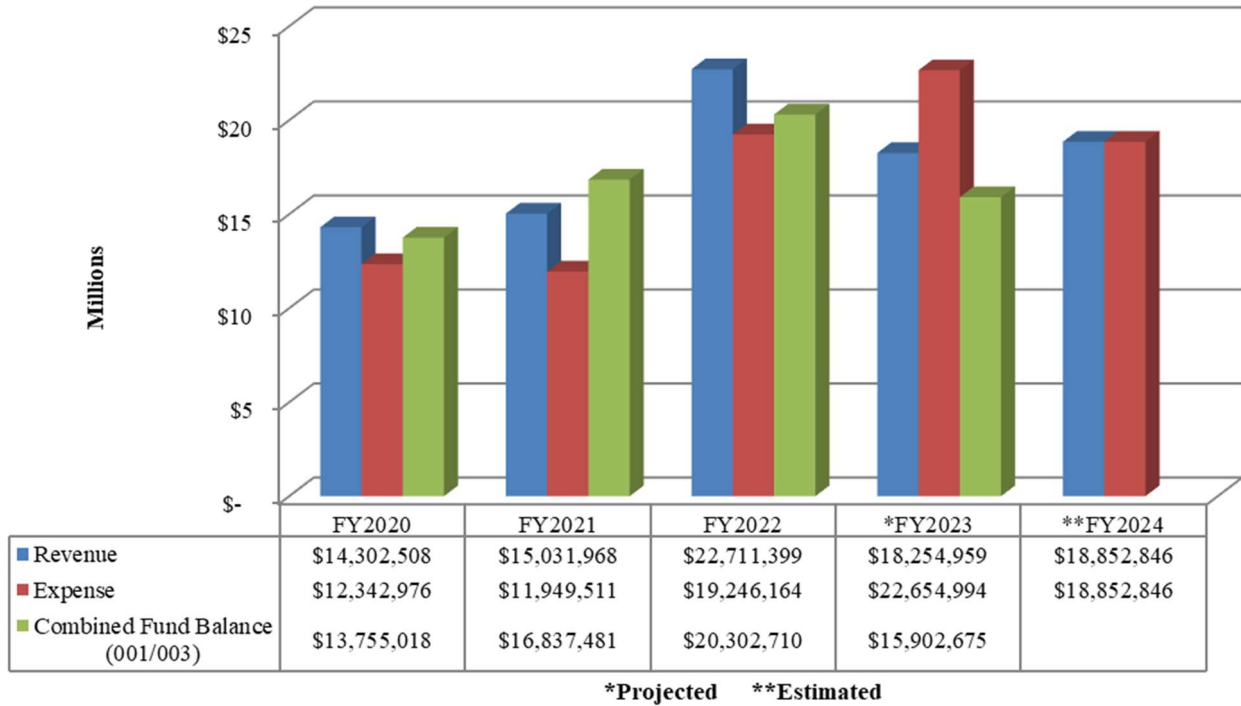




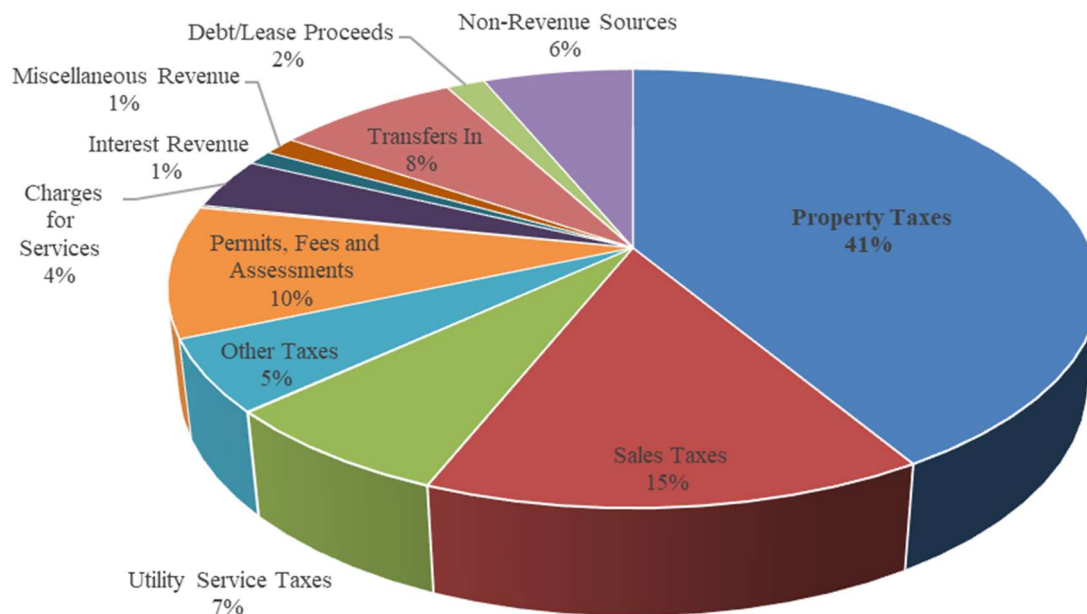
# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## GENERAL FUND – 001

### 5-Year Revenue, Expense and Fund Balance



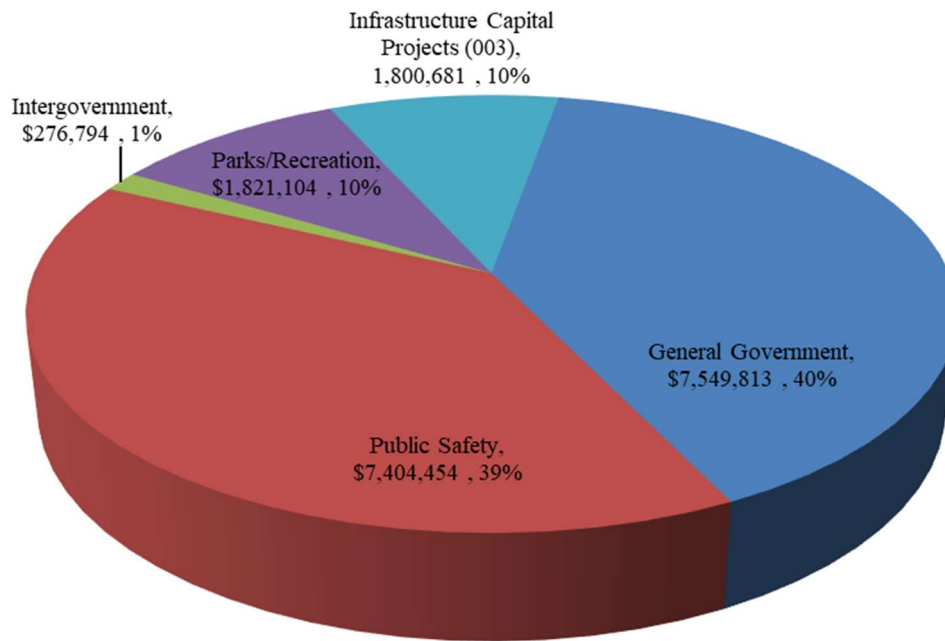
### Revenues by Source





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### GENERAL FUND – 001



### Budgeted Expenditures by Function

- **General Government** expenditures total \$7,549,813; Departments in this category are: Mayor/Commission, City Clerk, City Attorney, IT, Finance, HR, Public Works Administration, Planning and Grants.
- **Public Safety** expenditures \$7,404,454; Departments in this category are Police, Building Department and Code Enforcement.
- **Intergovernmental** expenditures \$276,794; this represents Fleet Maintenance.
- **Parks/Recreation** expenditures \$1,821,104; this represents the Parks and Recreation Department and the Events and Facilities Department.
- **Infrastructure Capital Projects** expenditures \$1,800,681; this represents projects specific to the Infrastructure capital improvement project list for Public Safety, Transportation, and Parks and Recreation. Refer to the Capital Projects section for further details.
- **Total General Fund expenses are \$18,852,846. The comparison from the prior is excluded due to the one-time expense for the construction cost associated with new Police Department.**



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## GENERAL FUND – 001/003 Revenue Analysis and Forecasting

### Revenue Trends

The General Fund is estimated to receive \$18,852,846 in FY2024 of which 78.1% or \$ \$14,720,479 is generated from Ad Valorem Taxes (41.40% - \$7,805,177), Sales Tax (14.66% or \$2,763,522), Permit, Fees and Assessments (9.68% - \$1,824,477), Utility Service Tax (7.06% - \$1,330,325), and Other Taxes (5.29% - \$996,978).

The City of Palmetto forecast is based on trend analysis and anticipated economic reactions for Utility Service Tax and Permit, Fees and Assessments. The Ad Valorem Revenues are assessed by the Manatee County Property Appraiser and State Revenues are estimated by the Office of Economic & Demographic Research. The forecast is based on conservative assumptions especially with so many uncertainties with property taxes and the stability of housing market.

The purpose of the forecast is to provide a model that indicates revenue surpluses and shortfalls that could occur. This will allow City Management to identify and prepare for future financial difficulties. Accurate revenue forecasting is essential in the budget preparation.

### Revenue Detail

#### *Ad Valorem Taxes – General Fund - \$7,805,177 (41.40% of General Fund Revenue)*

Ad Valorem Tax is a locally levied tax imposed on property based on the assessed value of \$1,362,536,728. The millage rate for fiscal year 2024 is 5.9671 per \$1,000 of assessed value. This fiscal year the millage rate is 11.02% greater than the rolled back rate of \$5.3747.

The ad valorem taxes make up 41.40% of the city's general fund revenues as shown on the previous page and 12.49% overall revenue. As illustrated by the chart below, ad valorem taxes are expected to slightly increase though fiscal year 2026. The economy is improving, residential sales increased and projecting increases in assessed values in future years; this created a 15.01% increase in the city's tax base for the fiscal year 2024 budget year. The City is monitoring the growth, economy, and projected tax increase upon exiting from the COVID pandemic. For Fiscal Year 2025 and 2026 the City projects a 6% increase over FY2024 based on the new residential construction and sales.

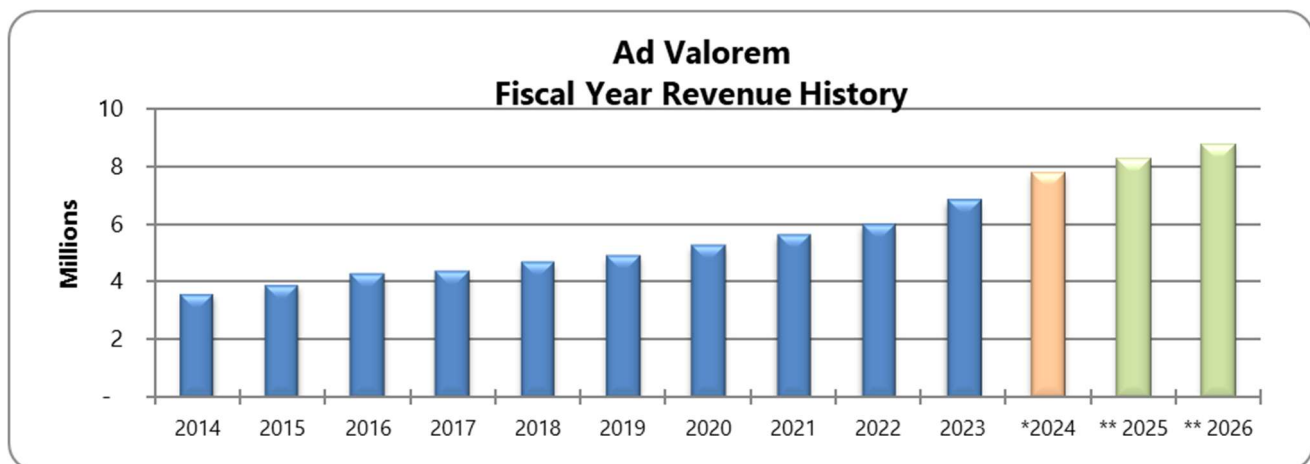


Figure 2



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

The graph in Figure 3 illustrates 10 years of ad valorem history and includes the millage rate, assessed value and ad valorem revenue. The City's millage rate is 5.9671 for FY 2024 and has not changed since FY2016.

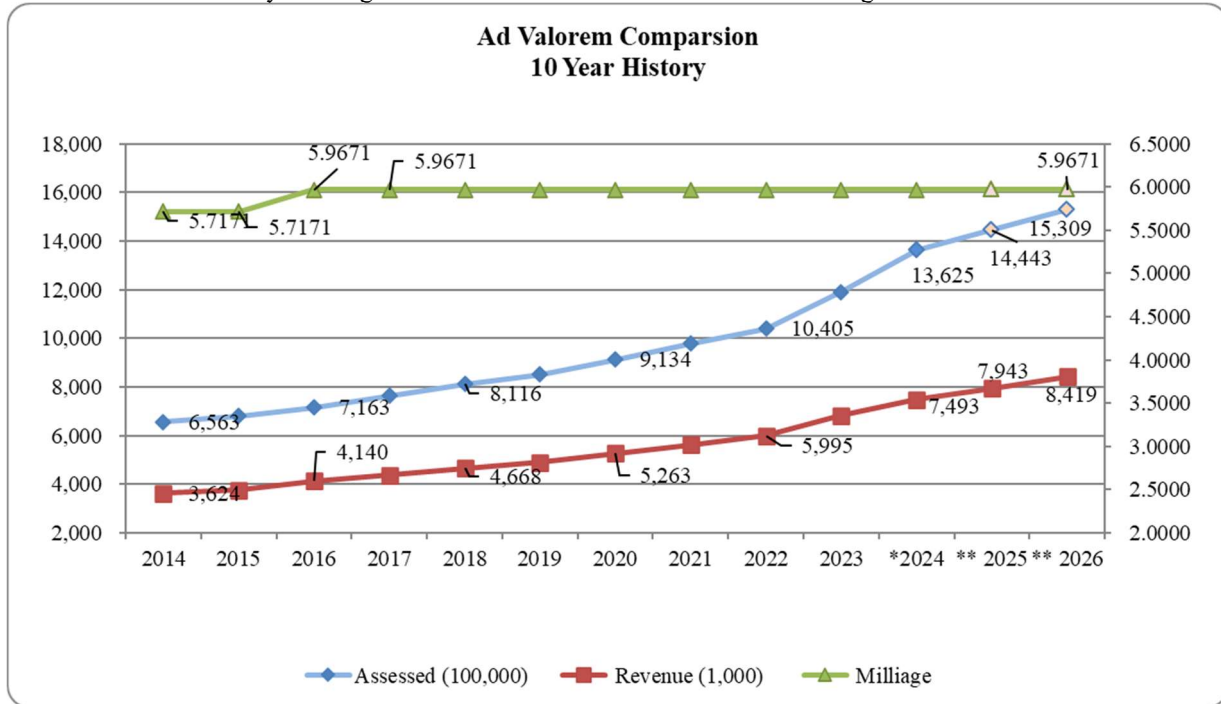


Figure 3

When compared to the five other municipalities in Manatee County and unincorporated Manatee county itself, the citizens of Palmetto are assessed the lowest rate per capita, less than 1% than second lowest - City of Bradenton as illustrated in Figure 4. The City of Palmetto (13,927) has the third largest population behind unincorporated Manatee County (360,710) and the City of Bradenton (57,253).

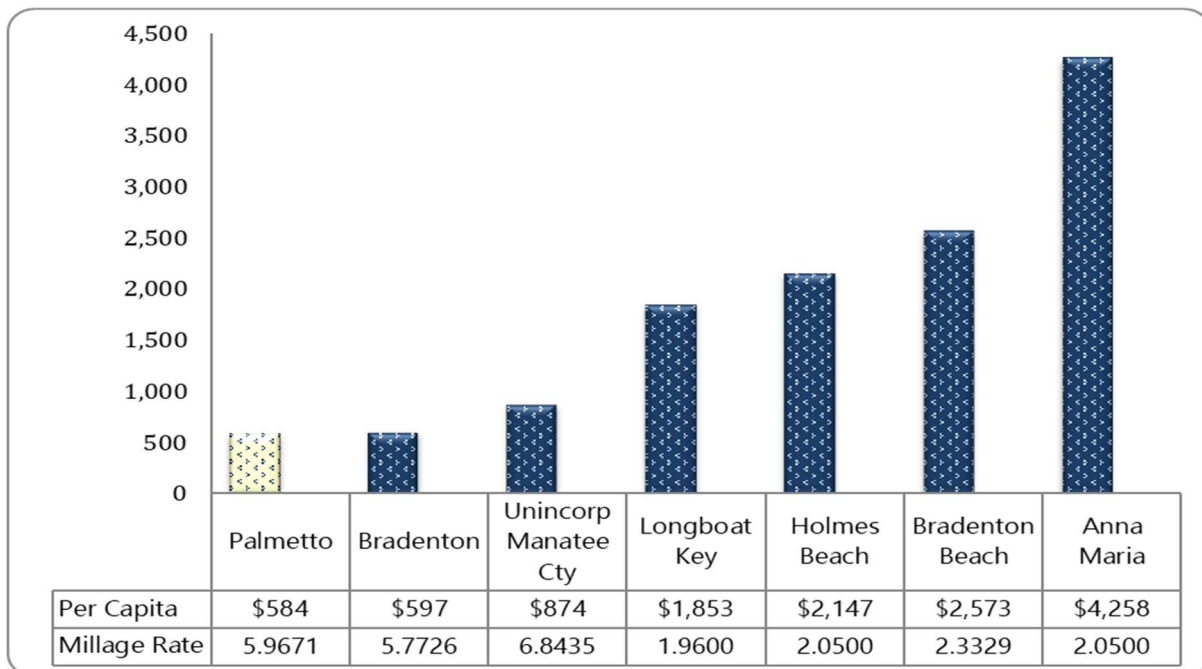


Figure 4



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

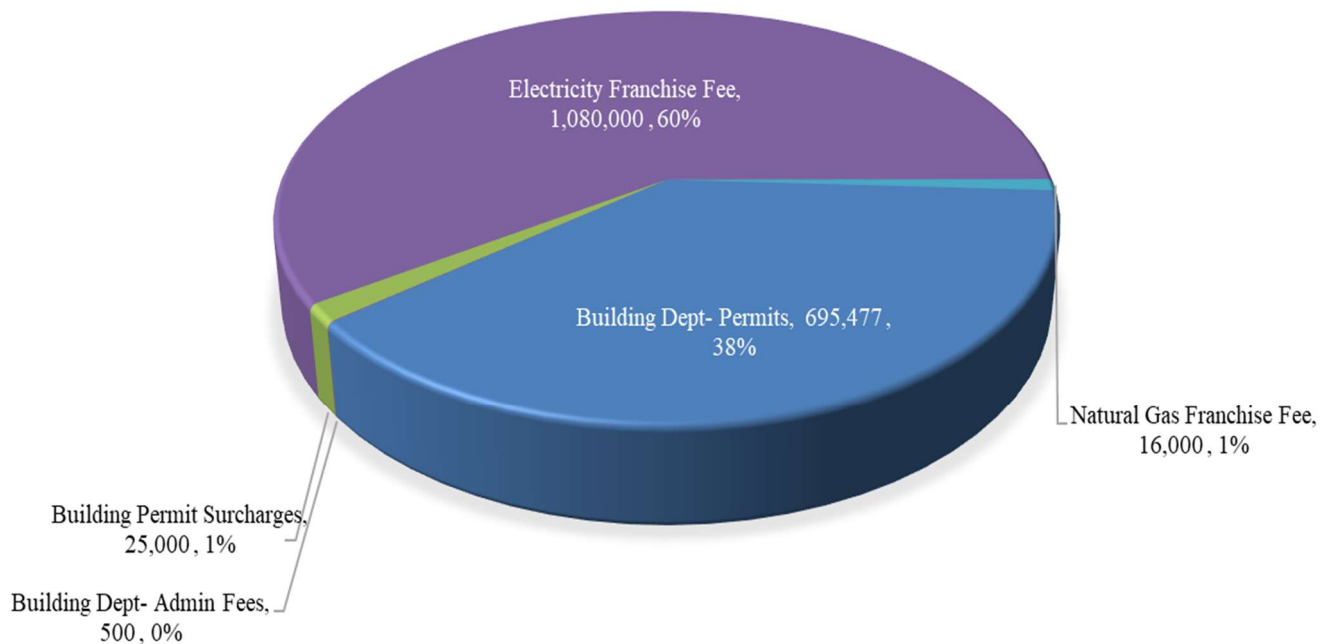
### **Permit, Fees and Assessments – General Fund - \$1,824,477 (9.68% of General Fund Revenues)**

Permit, Fees and Assessments are sources of fees and assessment as determined by the City Commission and F.S. § 166.201. The Electricity Franchise Fee is the largest revenue sources for permit, fees and assessments, budgeted at \$1,080,000 or 59.2% of the total permit, fees and assessments revenues. Electricity Franchise Fee, authorized by City ordinance, (*Palmetto, FL – Code of Ordinances, Ordinance No. 2011-03 (App. A, Art. I, Florida Power and Light Company)*) Retrieved from <http://library.municode.com/index.aspx?clientId=11965>. Future assumptions are based on a slight increase of 0.5% through FY2026.

The Building Department is budgeting for a revenue increase for the next fiscal year as compared to the FY23 budget. This is due to continued development of the Sanctuary Cove Residential community. The first phase includes a proposed 255 single family homes of which 180 have connected to the City, 46 are under construction and 18 will begin construction over the next couple of years. Further development in residential housing, commercial, and medical facilities should continue to result in strong permit revenue. As such, we are projecting revenue to increase at 10% annually from Fiscal Year 2024.

The agreement between FPL and the City represents 6% of FPL billed revenues, less actual write-offs, from the sale of electrical energy to residential, commercial and industrial customers (as such customers are defined by FPL's tariff) within the incorporated areas of the City. This agreement was renewed in FY2011 and will continue through FY2041 (30 Years). The chart below represents the detailed budget for FY2024:

### **PERMIT FEES AND ASSESSMENTS**

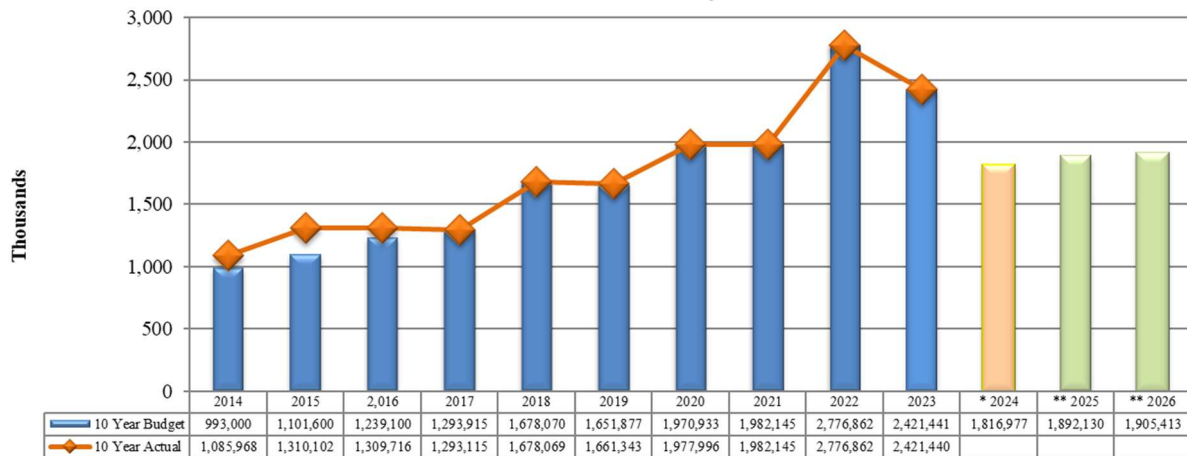






# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## Permit, Fees and Assessments 10 Year History



### Utility Service Taxes – General Fund - \$ 1,330,325 (7.06% of General Fund Revenue)

Utility service taxes are taxes levied on the consumer of a utility for the use of utilities within the City's limits. For the City of Palmetto, the largest of these include Florida Power and Light (FPL). These are budgeted at \$1,280,325 and account for 96.2% of the total utility service taxes.

### Florida Power and Light

## Electric Utility Taxes 10 Years History

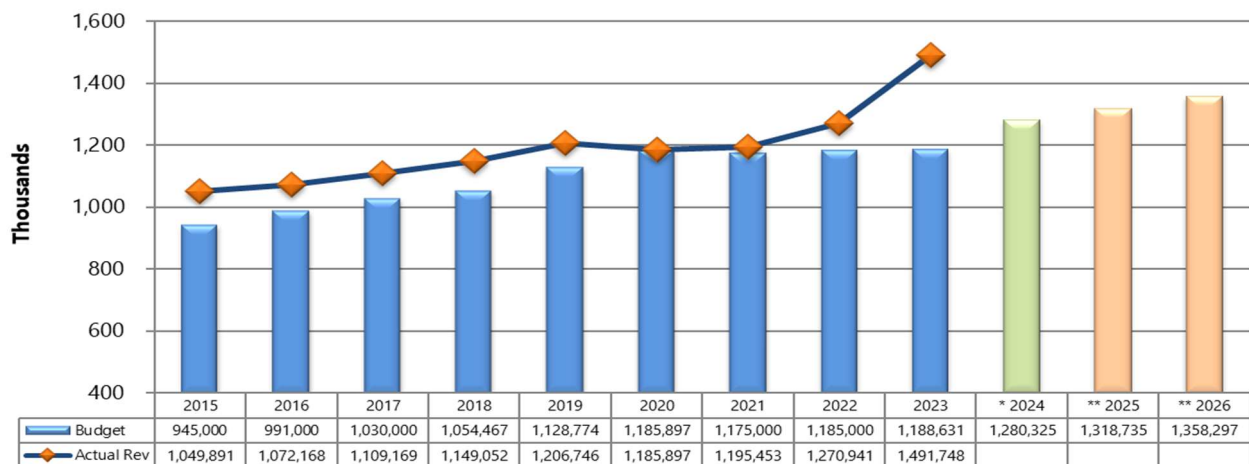


Figure 5

The City assesses 6% on all electric utility payments made within the City, excluding churches, through Florida Power and Light. Electric Utility Taxes are used entirely by the city's General Fund. This tax is based on consumption, and as customers experience higher costs for electricity, it is anticipated to increase at 5% annually from Fiscal Year 2024 based on a revised four year rate increase plan by FPL.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

**Sales Tax – General Fund - \$2,763,522 (14.66% of General Fund Revenues)**

**Half-Cent Sales Tax – State Tax - \$1,251,050**

Intergovernmental revenues are state shared revenue sources. Half Cent Sales Taxes, authorized by the legislature, distributes net sales tax revenue to counties and municipalities that meet strict eligibility requirements, (*F.S. Sections 202.18(2)(c), 212.20(6), and 218.60-67.*) The program's primary purpose is to provide relief from ad valorem and utility taxes in addition to providing counties and municipalities with revenues for local programs. The Department of Revenue administers this program.

Future assumptions are based upon the Office of Economic & Demographic Research Long Term Revenue Analysis, is projected a slight growth rate over the next two year. Actual revenues exceeded FY23 budget by 22.03% or \$258,258. In Fiscal Year 2024, budget is based on current revenue trends and the State's long-term revenue analysis.

**Infrastructure Half-Cent Sales Tax - \$1,512,472**

New to FY2017 is the Infrastructure Sales Tax. Ordinance 16-35 provided for a referendum to be conducted allowing for the collection and distribution of an infrastructure sales tax. The referendum was passed by voters on November 8, 2016, and beginning January 1, 2017, a half-cent discretionary local government infrastructure sales surtax is being collected by the municipalities within Manatee County. For purposes of forecasting, the below graph reflects the proposed revenue. The revenue is combined with the General Fund in the All Funds Summary schedule and ACFR.

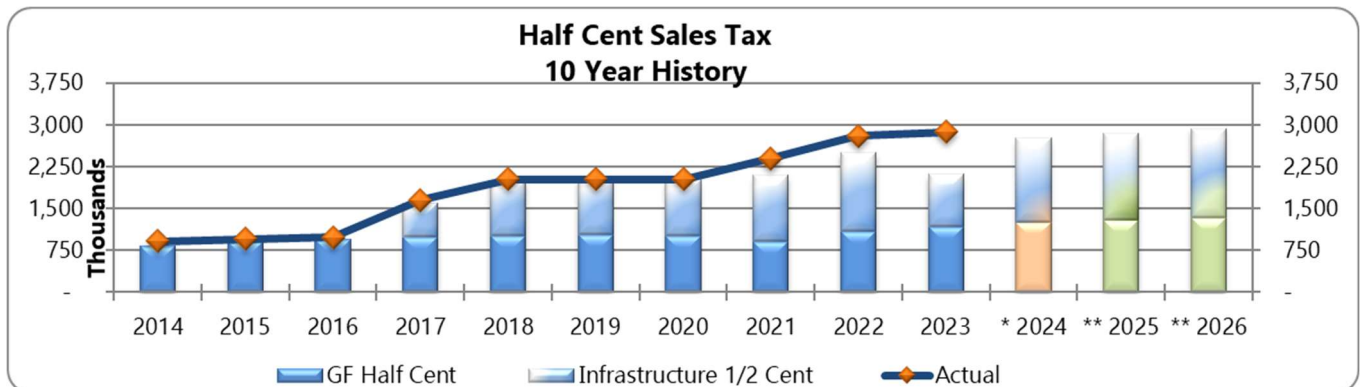


Figure 6

**Other Taxes – General Fund - \$ 996,978 (5.29% of General Fund Revenue)**

**Communication Service Tax – State Tax - \$398,295**

The Communication Services Tax Simplification Law became effective October 1, 2001. This law simplified the complex tax structure, replaced seven different taxes and fees and created a single levy with a common rate. Communication Service Tax revenues are taxes on telecommunications, cable, direct-to-home satellite, and related services. The Florida Department of Revenue administers the tax to the local governments.

The tax is comprised of state communication service tax and local communication service tax. The state communication tax consists of two components: a state tax of 7.44% and a gross receipts tax of 2.37%. The local communication service tax for Palmetto is 5.42% as of FY2021. (*F.S. 202.12(1)(a)(c) and (d).*) Effective January 2019, changes in state law, Chapter 2019-131 amends (*F.S. 337.403(3)*) prohibit a municipality or county from imposing permit fees for the use of public rights-of-way by providers of communications services if the local government had not levied the permit fees as of January 1, 2019. In contrast, municipalities and counties that were imposing permit fees as of that date may continue to do so or may elect to no longer impose permit fees. This revenue represents 39.95% of Other Tax Revenue.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Future assumptions are based upon the Office of Economic & Demographic Research Long Term Revenue Analysis; a slight increase of .5% will continue to be projected over the next 2 years beginning with fiscal year 2025.

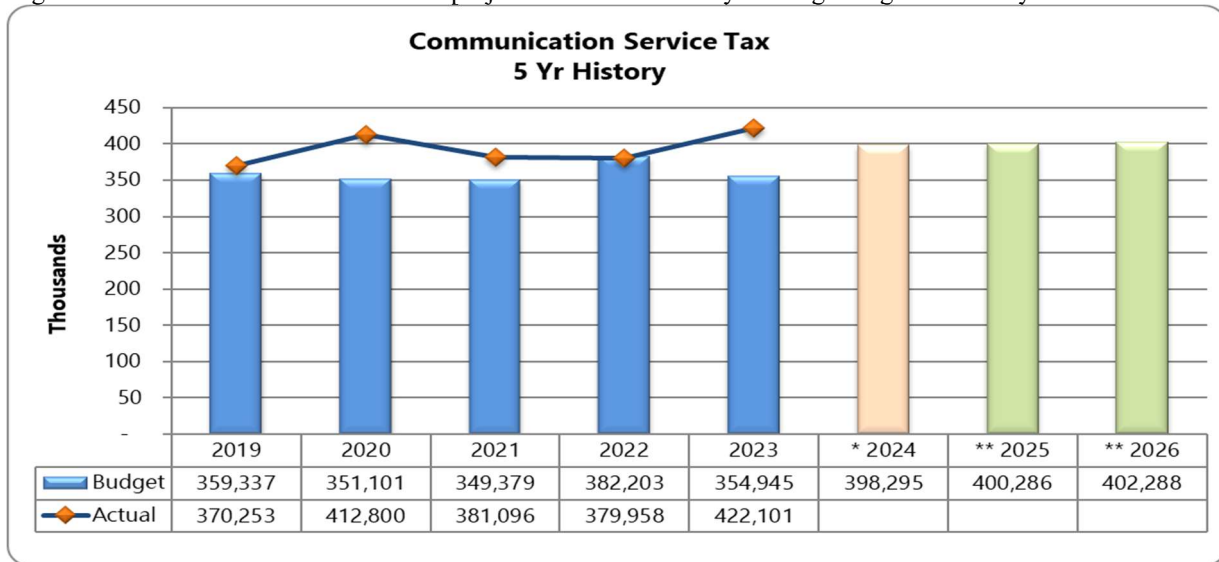


Figure 7

## State (Municipal) Revenue Share – State - \$487,983

The Revenue Share Program was enacted in 1972 to ensure minimum level of revenue parity. The trust fund receives 1.3517 percent of sales and use tax collection and the net collections from the one-cent municipal fuel tax. An allocation formula serves as the basis for the distribution of these revenues to each municipality that meets strict eligibility requirements. Municipalities must use the funds derived from the one-cent municipal fuel tax for transportation-related expenditures. (*F.S. Sections 206.605(1), 206.879(1), 212.20(6), and 218.20-.26*) For FY2024, the proportional contribution of each revenue source comprising the Municipal Revenue Sharing Program is \$593,653 of which 82.0% or \$487,983 for the General Fund and 18.0% or \$105,670 for Road & Bridge Fund. This revenue represents 48.95% of Other Tax Revenue. Actual revenues exceeded FY23 budget by 18.65% or \$85K. In FY24, budget is based on current revenue trends and the State's long-term revenue analysis.

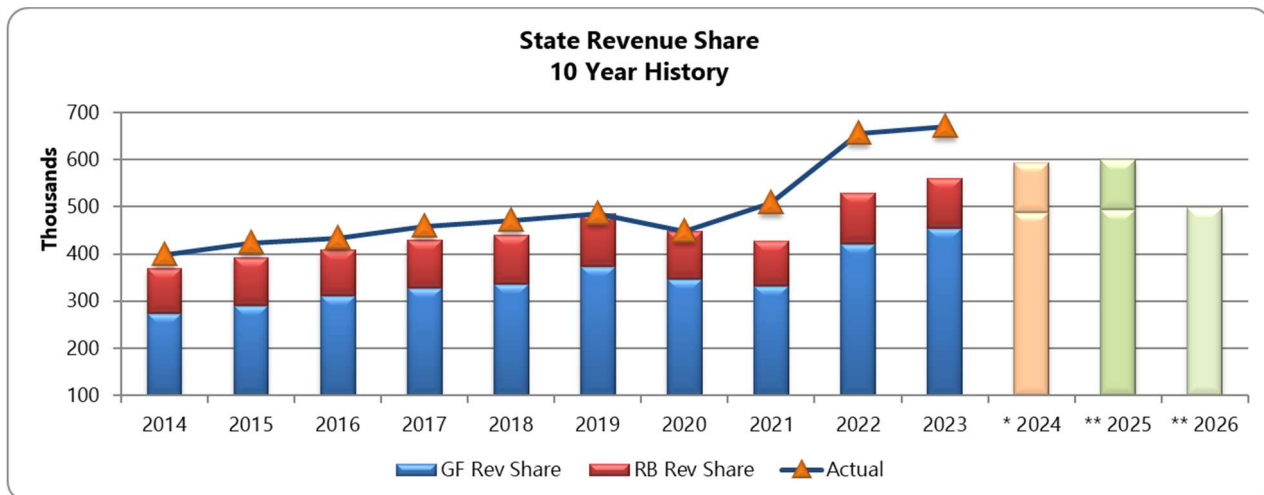


Figure 8



# CITY OF PALMETTO, FLORIDA

## 2023-2024 BUDGET

### 001 - GENERAL FUND

#### Fund Summary

	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 11,458,686	\$ 13,149,392	\$ 13,149,392	\$ 13,143,681	- %
<b>Revenues</b>					
Property Tax	6,008,174	6,822,105	6,827,130	7,805,177	14.4 %
Sales Taxes	1,384,924	1,172,107	1,425,000	1,251,050	6.7 %
Utility Service Tax	1,325,561	1,234,631	1,404,000	1,330,325	7.8 %
Motor Fuel Taxes	8,071	11,500	11,500	10,000	(13.0)%
Other Taxes	1,026,087	916,899	1,043,998	996,978	8.7 %
Permits, Fees, Assessments	2,785,964	1,596,278	2,163,574	1,824,477	14.3 %
Intergovernmental	406,621	27,652	740,017	6,000	(78.3)%
Fines and Forfeitures	65,020	32,500	43,960	30,900	(4.9)%
Charges for Services	823,046	746,464	741,448	712,614	(4.5)%
Interest Revenue	90,613	33,562	274,204	202,529	503.4 %
Miscellaneous	344,586	222,157	331,456	251,102	13.0 %
Impact Fees	216,536	-	71,500	-	- %
Transfers In	737,214	1,292,365	1,292,365	1,442,613	11.6 %
Debt/Lease Proceeds	410,230	480,642	480,642	302,000	- %
Non-Revenue/Fund Balance	-	2,721,581	-	886,400	- %
<b>Total Revenues</b>	<b>15,632,647</b>	<b>17,310,443</b>	<b>16,850,794</b>	<b>17,052,165</b>	<b>1.5 %</b>
<b>Expenses</b>					
Mayor and Commission	266,726	327,728	317,651	459,432	40.2 %
City Clerk	2,572,818	2,929,580	2,930,323	3,303,792	12.8 %
Information Technology	608,608	716,263	738,151	905,707	26.4 %
City Attorney	279,934	322,213	321,638	363,621	12.9 %
Finance	674,963	779,257	737,164	884,673	13.5 %
Human Resources	233,685	266,182	266,224	301,608	13.3 %
Events and Facilities	172,027	203,031	193,532	321,202	58.2 %
Police Department	4,723,913	5,303,504	5,169,275	5,810,156	9.6 %
Code Enforcement	117,777	176,087	181,967	273,193	55.1 %
Public Works Administration	559,617	632,346	611,527	758,408	19.9 %
Planning	106,847	207,389	141,743	221,604	6.9 %
Fleet	190,827	254,273	230,430	273,792	7.7 %
Parks and Recreation	537,138	794,802	610,845	846,528	6.5 %
Building Department	429,018	530,658	460,178	572,184	7.8 %
Grants - Non Capital Expenses	77,515	21,652	38,917	-	(100.0)%
Capital Expenses	1,693,270	3,007,077	3,068,538	518,700	(82.8)%
Debt Service	433,154	463,779	463,780	493,273	6.4 %
Transfer Out	264,104	374,622	374,622	744,292	98.7 %
<b>Total Expenditures</b>	<b>13,941,941</b>	<b>17,310,443</b>	<b>16,856,505</b>	<b>17,052,165</b>	<b>(1.5)%</b>
Excess Revenue Over (Under)	1,690,706	-	(5,711)	-	- %
<b>Fund Balance, End of Year</b>	<b>\$ 13,149,392</b>	<b>\$ 13,149,392</b>	<b>\$ 13,143,681</b>	<b>\$ 13,143,681</b>	<b>- %</b>



# CITY OF PALMETTO, FLORIDA

## 2023-2024 BUDGET

### General Fund Three-Year Long Range Forecast

	FY2024	FY2025	FY2026	FY2027
	Adopted	Projected		
<b>Beginning Fund Balance</b>	<b>\$ 15,902,675</b>	<b>\$ 15,902,675</b>	<b>\$ 15,695,090</b>	<b>\$ 15,374,438</b>
<b>Revenue/Sources</b>				
Property Taxes	7,805,177	8,273,488	8,769,897	9,296,091
Sales Taxes	2,763,522	2,846,428	2,931,820	3,019,775
Utility Service Taxes	1,330,325	1,343,628	1,357,065	1,370,635
Motor Fuel Taxes	10,000	10,100	10,201	10,303
Other Taxes	996,978	1,006,948	1,017,017	1,027,187
Permits, Fees and Assessments	1,824,477	1,879,211	1,935,588	1,993,655
Charges for Services	712,614	719,740	726,938	734,207
Interest Revenue	202,529	202,529	202,529	202,529
Miscellaneous	288,002	290,822	293,670	296,547
Transfers In	1,442,613	1,466,067	1,544,691	1,597,606
Debt/Lease Proceeds	302,000	317,100	332,955	349,603
Non-Revenue Sources	1,174,609	-	-	-
<b>Total Revenues</b>	<b>18,852,846</b>	<b>18,356,060</b>	<b>19,122,370</b>	<b>19,898,139</b>
<b>Expenses</b>				
Personnel	8,250,745	8,498,267	9,008,163	9,548,653
Operating	7,045,155	7,256,510	7,619,335	8,000,302
Capital	1,771,814	1,659,520	1,671,806	1,684,460
Debt Service	1,040,840	997,151	983,440	961,777
Transfers	744,292	152,197	160,279	165,876
<b>Total Expenses</b>	<b>18,852,846</b>	<b>18,563,645</b>	<b>19,443,023</b>	<b>20,361,068</b>
<b>Net Revenues</b>	<b>-</b>	<b>(207,585)</b>	<b>(320,653)</b>	<b>(462,929)</b>
<b>Ending Fund Balance</b>	<b>\$ 15,902,675</b>	<b>\$ 15,695,090</b>	<b>\$ 15,374,438</b>	<b>\$ 14,911,509</b>

Note: The City is looking to the future with a stable economic outlook, forecasting property tax revenues to increase by 6% and all other revenues to grow by an average of 1-2% per year. Operating expenses are projected to rise by 3% annually.



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-000 - GENERAL FUND REVENUE**  
**Fund Revenue Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-000</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
<b>REVENUES</b>						
311.1010	Current Property Taxes	\$ 5,995,133	\$ 6,822,105	\$ 6,824,707	\$ 7,805,177	14.4 %
311.1011	2011 Property Taxes	705	-	-	-	- %
311.1012	2012 Property Taxes	512	-	-	-	- %
311.1013	2013 Property Taxes	497	-	-	-	- %
311.1014	2014 Property Taxes	510	-	-	-	- %
311.1015	2015 Property Taxes	485	-	-	-	- %
311.1016	2016 Property Taxes	668	-	-	-	- %
311.1017	2017 Property Taxes	663	-	-	-	- %
311.1018	2018 Property Taxes	424	-	-	-	- %
311.1019	2019 Property Taxes	532	-	-	-	- %
311.1020	2020 Property Taxes	6,913	-	493	-	- %
311.1021	2021 Property Taxes	1,132	-	1,930	-	- %
	<b>Total Ad Valorem Taxes</b>	<b>6,008,174</b>	<b>6,822,105</b>	<b>6,827,130</b>	<b>7,805,177</b>	<b>14.4 %</b>
335.8000	State Rev/Lg Half Cent Sales Tax	1,384,924	1,172,107	1,425,000	1,251,050	6.7 %
	<b>Total Sales Taxes</b>	<b>1,384,924</b>	<b>1,172,107</b>	<b>1,425,000</b>	<b>1,251,050</b>	<b>6.7 %</b>
335.4100	State Rev/Mtr Fuel Tax Refund	8,071	11,500	11,500	10,000	(13.0)%
	<b>Total Motor Fuel Taxes</b>	<b>8,071</b>	<b>11,500</b>	<b>11,500</b>	<b>10,000</b>	<b>(13.0)%</b>
314.1000	Electric Utility Taxes	1,270,940	1,188,631	1,350,000	1,280,325	7.7 %
314.4000	Natural Gas Utility Tax	19,874	20,000	20,000	20,000	- %
314.8000	Propane Utility Taxes	34,747	26,000	34,000	30,000	15.4 %
	<b>Total Utility Service Taxes</b>	<b>1,325,561</b>	<b>1,234,631</b>	<b>1,404,000</b>	<b>1,330,325</b>	<b>7.8 %</b>
315.0000	Communications Services Tax	379,958	354,945	400,000	398,295	12.2 %
316.0000	Local Business Tax	76,257	70,000	70,000	70,000	- %
316.0500	Local Business Tax-FLC Collected	2,048	750	3,335	1,000	33.3 %
316.3100	Local Business Tax Penalties	-	200	200	200	- %
335.1200	State Revenue Sharing Proceeds	519,670	454,504	525,000	487,983	7.4 %
335.4000	Mobile Home Licenses	31,041	25,000	29,000	27,500	10.0 %
335.5000	State Rev/Alcohol Bev License	17,113	11,500	16,463	12,000	4.3 %
	<b>Total Other Taxes</b>	<b>1,026,087</b>	<b>916,899</b>	<b>1,043,998</b>	<b>996,978</b>	<b>8.7 %</b>
	<b>TOTAL TAXES</b>	<b>9,752,817</b>	<b>10,157,242</b>	<b>10,711,628</b>	<b>11,393,530</b>	<b>12.2 %</b>
322.1100	Building Permits	1,668,195	638,199	975,000	695,477	9.0 %
322.1700	Building Inspections	8,704	3,000	10,000	7,500	150.0 %
323.1000	Electricity Franchise Fee	1,042,305	913,579	1,135,000	1,080,000	18.2 %



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-000 - GENERAL FUND REVENUE**  
**Fund Revenue Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>001-000</b>						
323.4000	Natural Gas Franchise Fee	18,246	15,000	19,000	16,000	6.7 %
329.0300	Building Permit Surcharge	46,414	25,000	23,349	25,000	- %
329.5000	Temporary Use Permit	400	-	-	-	- %
367.0100	Building Admin Fee	1,700	1,500	1,225	500	(66.7)%
	<b>TOTAL PERMITS, FEES AND ASSESSMENTS</b>	<b>2,785,964</b>	<b>1,596,278</b>	<b>2,163,574</b>	<b>1,824,477</b>	<b>14.3 %</b>
331.2400-9006	Bulletproof Vest Grant	3,600	3,600	-	-	(100.0)%
331.2880-9043	Bulletproof Vest Grant	4,030	-	-	-	- %
331.3500-9045	American Rescue Plan Act	370,776	-	662,568	-	- %
331.5003	FEMA: Hurricane Irma	-	-	59,152	-	- %
334.2400-9040	FDLE FIBRS Implementation	12,495	-	-	-	- %
337.0200-9046	WCIND FY22 Boat Removal	9,720	8,052	12,297	-	(100.0)%
337.0200-9051	WCIND FY23 Boat Removal	-	10,000	-	-	(100.0)%
337.4000	FMIT Safety Grant	6,000	6,000	6,000	6,000	- %
	<b>TOTAL INTERGOVERNMENTAL/ GRANT REVENUE</b>	<b>406,621</b>	<b>27,652</b>	<b>740,017</b>	<b>6,000</b>	<b>(78.3)%</b>
351.2125	Judgements and Fines - 629	13,347	10,000	12,500	7,500	(25.0)%
351.3000	Judgement/Fines - Law Enforcement Educ.	2,322	2,000	2,500	1,500	(25.0)%
354.1000	Violation - Local Ordinance	2,145	500	2,500	1,000	100.0 %
354.2500	Violation-Local Ord/Code Enfrcmt	19,843	2,000	250	500	(75.0)%
354.2550	Violation Lot Clearing - Pass Thru	300	500	-	-	(100.0)%
359.1000	Traffic Infractions	26,463	17,500	25,000	20,000	14.3 %
359.2000	Forfeits/Restitution	600	-	1,210	400	- %
	<b>TOTAL FINES AND FORFEITURES</b>	<b>65,020</b>	<b>32,500</b>	<b>43,960</b>	<b>30,900</b>	<b>(4.9)%</b>
341.0221	CRA Reimbursement - PD	581,410	538,897	510,000	463,413	(14.0)%
341.0223	CRA Reimbursement - Code Enforcement	-	-	-	64,926	- %
341.1000	Ag Museum Insurance Reimbursement	3,132	5,524	5,524	8,436	52.7 %
341.2200	Zoning Fees/Variances	41,400	25,000	35,000	25,000	- %
341.3000	Notary Fee	250	100	90	50	(50.0)%
341.3200	Reproduction - Map & Publications	39	50	609	50	- %
341.3224	Building Maps/Reproduction	-	-	75	-	- %
341.3300	Impact Admin Fee	875	-	425	-	- %
331.3324	Impact Fee - BD	2,225	-	1,073	-	- %
341.3500	Conduit Application Fee	4,000	-	-	-	- %
341.9023	Abandoned/Vacant Property Registration	1,000	250	2,000	500	100.0 %
341.9521	PBA Administrative Fee	120	120	120	120	- %





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-000 - GENERAL FUND REVENUE**  
**Fund Revenue Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-000</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
341.9500	Candidate Qualifying Revenue	125	-	-	-	- %
342.0400	Fingerprint/Copying/Ids-Pd	4,136	4,000	4,000	3,000	(25.0)%
342.2010	School Resource Officer - Manatee School Bd	148,509	119,257	119,257	73,786	(38.1)%
343.8200	Locate Cemetery Spaces	455	100	-	-	(100.0)%
347.4000	Special Event - Svc Charge	17,044	10,000	17,500	15,000	50.0 %
347.4050	Special Event Permit App	850	500	775	500	- %
347.4600	July 4th Fireworks Reimbursement	-	26,666	30,000	33,333	25.0 %
349.1000	Charging Station	-	-	4,500	4,500	- %
349.0523	Lien Search - Code Enforcement	8,738	8,000	5,250	5,000	(37.5)%
349.0524	Lien Search - Building Department	8,738	8,000	5,250	5,000	(37.5)%
<b>TOTAL CHARGES FOR SERVICES</b>		<b>823,046</b>	<b>746,464</b>	<b>741,448</b>	<b>702,614</b>	<b>(5.9)%</b>
361.0100	Investment Earnings	41,529	31,562	270,000	200,529	535.3 %
361.0200	Interest Rev - Impact Fees	3,888	-	-	-	- %
361.0800	Interest Special Assmt	-	-	1,104	-	- %
361.0900	A/R Interest Charges	3,078	2,000	3,100	2,000	- %
361.5000	Interest Revenue - Lease	42,118	-	-	-	- %
<b>TOTAL INTEREST REVENUE</b>		<b>90,613</b>	<b>33,562</b>	<b>274,204</b>	<b>202,529</b>	<b>503.4 %</b>
362.2000	Rents - Cell Tower (Non Taxable)	19,443	20,500	32,405	33,204	62.0 %
362.4000	Rents-Heritage Park Taxable	96	250	928	250	- %
362.4100	Rents Park -Taxable	23,565	15,000	24,000	17,500	16.7 %
362.4300	Rents - Submerged Land	153,784	176,000	186,764	190,155	8.0 %
362.4900	Rents/Lease Solar	1,373	1,373	1,373	1,373	- %
362.5000	Rents - Banners/Signage	550	500	600	500	- %
364.4100	Disposition Of Fixed Assets	103,591	2,214	19,170	-	(100.0)%
364.5000	Sales Of Scrap Materials	9,492	-	4,858	-	- %
366.9100	Contributions Private Sources	1,000	-	400	-	- %
369.0200	Other Misc Revenue	765	1,200	-	-	(100.0)%
369.8000	Unclassified Revenue	81	-	808	-	- %
369.1700	Other Misc Rev/Nsf Check Charges	60	20	80	20	- %
369.3000	Living Tree Memorial	1,229	600	1,310	600	- %
369.6800	Other Misc Rev/Refund Exp	-	-	4,246	-	- %
369.7400	Other Misc Revenue	-	-	18,968	-	- %
369.7401	Other Misc Rev/Ins Premium Reimb	23,886	-	23,493	-	- %
369.8001	Over/Short Cash	(1)	-	(74)	-	- %
369.8002	Over/Short Central Stores Inventory	171	-	1,927	-	- %
369.8003	Over/Short Shop Materials	(164)	-	-	-	- %
369.9000	Cemetery Spaces	(1,950)	-	350	-	- %
369.9521	PD Take Home Vehicle Reimbursement	7,615	4,500	9,850	7,500	66.7 %
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>344,586</b>	<b>222,157</b>	<b>331,456</b>	<b>251,102</b>	<b>13.0 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-000 - GENERAL FUND REVENUE**  
**Fund Revenue Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>001-000</b>						
324.1100	Impact Fees - Law (Residential)	18,752	-	10,500	-	- %
324.1200	Impact Fees - Law (Commerical)	89,007	-	-	-	- %
324.6100	Impact Fees - Parks (Residential)	87,553	-	49,000	-	- %
324.7100	Impact Fees - General (Residential)	21,224	-	12,000	-	- %
	<b>TOTAL IMPACT FEES</b>	<b>216,536</b>	<b>-</b>	<b>71,500</b>	<b>-</b>	<b>- %</b>
<b>OTHER FINANCING SOURCES</b>						
381.7065	Transfer-In From Trailer Park Fund	(433,497)	-	-	-	- %
381.8212	Transfer-In From CRA Fund	61,315	113,688	113,688	124,678	9.7 %
382.0010	Transfer-In - Building Department	157,454	135,289	135,289	153,292	13.3 %
382.3070	Transfer In - Road & Bridge	166,265	191,174	191,174	225,895	18.2 %
382.4030	Transfer-In - Solid Waste Fund	74,311	82,781	82,781	93,950	13.5 %
382.4321	Transfer-In - Water & Sewer Fund	518,704	540,683	540,683	601,553	11.3 %
382.4400	Transfer-In - Stormwater Fund	126,414	146,680	146,680	157,454	7.3 %
382.4600	Transfer-In - Reuse Water Fund	66,248	82,070	82,070	85,791	4.5 %
	<b>Total Transfers-In</b>	<b>737,214</b>	<b>1,292,365</b>	<b>1,292,365</b>	<b>1,442,613</b>	<b>11.6 %</b>
383.7000	Capital Lease Inception	410,230	480,642	480,642	302,000	(37.2)%
	<b>Total Debt/Lease Proceeds</b>	<b>410,230</b>	<b>480,642</b>	<b>480,642</b>	<b>302,000</b>	<b>(37.2)%</b>
399.0000	Funding From Fund Balance - Outstanding Enc	-	2,243,281	-	-	(100.0)%
399.0001	Funding From Fund Bal - Contingency	-	52,500	-	52,500	- %
399.0002	Funding From Equity - One time Expenses	-	-	-	197,500	- %
399.1000	Funding from Equity	-	70,380	-	-	(100.0)%
399.6000	Funding From Equity - Capital Proj	-	129,160	-	266,400	106.3 %
399.7524	Funding From Bldg Dept Reserves	-	150,000	-	-	(100.0)%
399.7525	Funding From Law Enforcement Resrv	-	56,260	-	-	(100.0)%
399.7572	Funding From Tree/Landscape Reserve	-	20,000	-	20,000	- %
399.9572	Funding From Impact Fees - Parks	-	-	-	350,000	- %
	<b>Total Non-Revenue Sources</b>	<b>-</b>	<b>2,721,581</b>	<b>-</b>	<b>886,400</b>	<b>(67.4)%</b>
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>1,147,444</b>	<b>4,494,588</b>	<b>1,773,007</b>	<b>2,631,013</b>	<b>(41.5)%</b>
	<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$15,632,647</b>	<b>\$17,310,443</b>	<b>\$16,850,794</b>	<b>\$17,042,165</b>	<b>(1.5)%</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Mayor and Commission – 511

General Fund - 001

### Department Mission:

The Commission is responsible for setting municipal policy through the enactment of laws (ordinances) and the adoption of resolutions. The Commission operates under the Palmetto Municipal Code and the Constitution of the State of Florida and its laws.

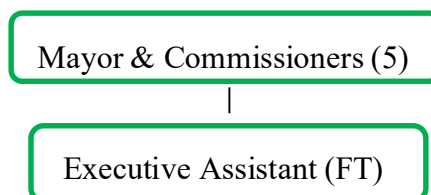
### Primary Duties:

The City is governed by a strong-mayoral form of government with the City Commission serving as the governing body. The Commission is comprised of the Mayor and three commission members and two at large commissioners, who each serve four-year terms. The Commission is the legislative and policy-making body of the City, responsible for approving the budget and determining the ad valorem tax rate on all real and personal property within the corporate limits of the City. The Mayor serves as the Chief Executive Officer of the City supervising and directing the Department Heads.

The Mayor and Commission:

- Act as the legislative and policy making body of elected officials.
- Enacts laws and ordinances.
- Sets policy and direction for the various functions of City government.
- Adopt annual operating and capital budgets.
- Serve as City liaison for various area-wide boards.
- Welcomes and encourages new businesses.
- Meets with Citizens as requested.

### Organizational Chart:



### Department Objectives:

- Hold public meetings at City Hall and locations throughout the City to allow citizen input and share important information with the public.
- Disseminate correct information to the public via public meetings, media and/or mailings.
- Review and update City ordinances.
- Seek grant funding opportunities to enhance City dollars.
- Continue the commitment to improve the City's infrastructure.
- Hold expenses as low as possible while maintaining the City's infrastructure and services to its citizens.
- Facilitate code enforcement and parking citation hearings.
- Respond promptly and accurately to the needs of the general public, which include either e-mails, walk-in visitors, and/or phone calls to the Mayor's office.
- Preserve historical landmarks.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Mayor and Commission – 511

General Fund – 001

## Goals:

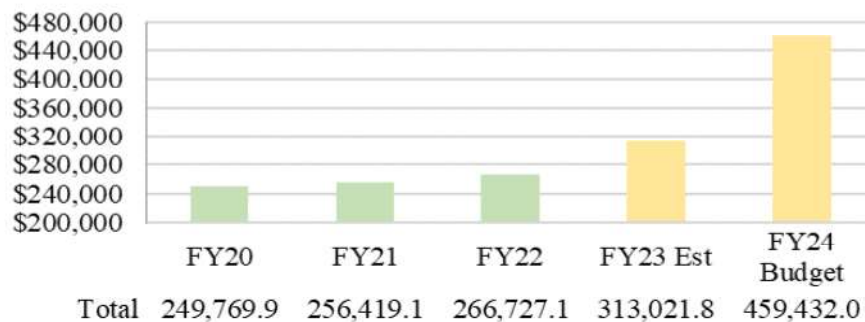
- Finalizing the last year of the Toilet Rebate Program
- Facilitate Economic Development
- Expedite traffic improvements, signalization, or intersection modification
- Enhance city parks and trail system
- Expand Adopt-a-Block Program with local businesses
- Continue Seahorse rebranding to connect our history with our future
- Establish business groups to help support and inform city businesses
- Raise awareness of the environmentally friendly projects in the City
- Communicate with local non-profits to benefit our community

## Performance Indicators:

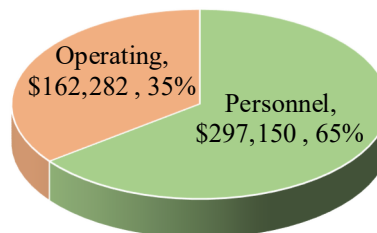
Task	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Resolutions Proposed	23	38	26	28	31
Resolutions Passed	21	32	24	24	28
Ordinances Proposed	7	15	12	17	12
Ordinances Passed	5	8	10	14	8
Toilet Rebate Program Grant	80	100	80	43	15

\*\*Resolutions and Ordinances are based on calendar year

## Departmental Expenditures



## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-511 - MAYOR AND COMMISSION**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	
<b>001-511</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>% Change of Budget</b>
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 189,712	\$ 218,715	\$ 218,785	\$ 231,838	6.0 %
514.0100	Overtime - GE	1,113	1,650	116	1,650	- %
515.2000	Vehicle Allowance	3,300	3,600	3,600	3,600	- %
521.0100	FICA Taxes	15,512	17,338	17,754	18,357	5.9 %
522.2500	Matching Deferred Comp	9,855	16,500	10,708	17,490	6.0 %
523.0100	Health Insurance	17,242	18,872	18,872	20,570	9.0 %
523.0300	Insurance & EAP	272	421	328	475	12.8 %
524.0100	Workers' Compensation	438	398	398	323	(18.8)%
529.0000	Career Advancement	-	2,686	-	2,847	6.0 %
<b>Total Personnel Expenses</b>		<b>237,444</b>	<b>280,180</b>	<b>270,561</b>	<b>297,150</b>	<b>6.1 %</b>
531.0300	Membership Dues	10,422	11,046	11,046	11,082	0.3 %
531.1600	Contract Services	-	-	-	35,000	- %
540.5100	Travel and Per Diem	2,516	6,157	6,157	8,600	39.7 %
541.1100	Communications	2,401	3,240	3,240	3,000	(7.4)%
545.1200	Insurance	8,283	9,320	9,280	12,820	37.6 %
546.3400	Repair & Maintenance	619	500	500	500	- %
547.5100	Printing And Binding	423	925	517	730	(21.1)%
548.9100	Promotional Advertising	-	8,000	8,000	81,000	912.5 %
551.1200	Office Supplies	195	175	175	200	14.3 %
552.2300	Operating Expenses	2,225	1,970	1,960	3,050	54.8 %
552.4200	Small Tools/Equipment	399	500	500	500	- %
552.5100	Uniform Purchases And Cleaning	-	315	315	300	(4.8)%
555.1300	Technical/Training	1,799	5,400	5,400	5,500	1.9 %
<b>Total Operating Expenses</b>		<b>29,282</b>	<b>47,548</b>	<b>47,090</b>	<b>162,282</b>	<b>241.3 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 266,726</b>	<b>\$ 327,728</b>	<b>\$ 317,651</b>	<b>\$ 459,432</b>	<b>40.2 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Mayor and Commission - 511**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-511-512.0100 Regular Salaries			
Regular Salaries	1	231,838	231,838
Totals for GL# 001-511-512.0100: Regular Salaries			231,838
001-511-514.0100 Overtime - GE			
Overtime	1	1,650	1,650
Totals for GL# 001-511-514.0100: Overtime - GE			1,650
001-511-515.2000 Vehicle Allowance			
Mayor Vehicle Allowance	1	3,600	3,600
Totals for GL# 001-511-515.2000: Vehicle Allowance			3,600
001-511-521.0100 FICA Taxes			
FICA Taxes	1	18,357	18,357
Totals for GL# 001-511-521.0100: FICA Taxes			18,357
001-511-522.2500 Matching Deferred Comp			
City Contribution For Deferred Comp	1	17,490	17,490
Totals for GL# 001-511-522.2500: Matching Deferred Comp			17,490
001-511-523.0100 Health Insurance			
Health Insurance	1	20,570	20,570
Totals for GL# 001-511-523.0100: Health Insurance			20,570
001-511-523.0300 Life Insurance			
Life Insurance	1	475	475
Totals for GL# 001-511-523.0300: Life Insurance			475
001-511-524.0100 Workers' Compensation			
Workers' Compensation	1	323	323
Totals for GL# 001-511-529.0000: Career Advancement			323
001-511-529.0000 Career Advancement			
Career Advancement	1	2,847	2,847
Totals for GL# 001-511-524.0100: Workers' Compensation			2,847
001-511-531.0300 Membership Dues			
Arbor Day Foundation	1	15	15
Economic Development Council	1	5,000	5,000
FACE Membership	2	75	150
FL Black Caucus- Local Elected Official	1	150	150
FL League of Mayors	1	428	428
FLC Membership	1	2,139	2,139
Manasota League of Cities	1	600	600
Manatee Chamber of Commerce	1	475	475
Manatee County 4H Foundation	1	125	125
Tampa Bay Regional Plan Council	1	2,000	2,000
Totals for GL# 001-511-531.0300: Membership Dues			11,082
001-511-531.1600 Contract Services			
Legislative Consultant	1	30,000	30,000
Training - Teambuilding	1	5,000	5,000
Totals for GL# 001-511-531.1600: Contract Services			35,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Mayor and Commission - 511**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-511-540.5100 Travel and Per Diem			
Business Meetings/ Marketing	12	50	600
FLC Annual Conference - Commission	4	1,000	4,000
FLC Annual Conference - Mayor	1	1,000	1,000
FLC Committee Travel	1	500	500
Miscellaneous Travel - Mayor/Commission	5	500	2,500
Totals for GL# 001-511-540.5100: Travel and Per Diem			8,600
001-511-541.1100 Communications			
Cell Service - Commissioner	1	500	500
Cell Service - Commissioner	1	500	500
Cell Service - Commissioner	1	500	500
Cell Service - Commissioner	1	500	500
Cell Service - Commissioner	1	500	500
Cell Service - Mayor	1	500	500
Totals for GL# 001-511-541.1100: Communications			3,000
001-511-545.1200 Insurance			
D-6 Accident Insurance-Mayor And Commission	1	308	308
Gen Liab, Auto, Property Insurance	4	3,128	12,512
Totals for GL# 001-511-545.1200: Insurance			12,820
001-511-546.3400 Repair & Maintenance			
Repairs To Chambers	1	250	250
Repairs To Mayor's Office	1	250	250
Totals for GL# 001-511-546.3400: Repair & Maintenance			500
001-511-547.5100 Printing and Binding			
Business Cards	2	75	150
Flyers/Mailings For Mayor	1	500	500
Nameplates	4	20	80
Totals for GL# 001-511-547.5100: Printing and Binding			730
001-511-548.9100 Promotional Advertising			
EDC Sponsorship	1	11,000	11,000
Marketing/Public Relations	1	10,000	10,000
Multicultural/July 4th Sponsorship	1	60,000	60,000
Totals for GL# 001-511-548.9100: Promotional Advertising			81,000
001-511-551.1200 Office Supplies			
Office Supplies	1	200	200
Totals for GL# 001-511-551.1200: Office Supplies			200
001-511-552.2300 Operating Expenses			
Awards/Certificates/Plaques	1	100	100
Event Supplies (Emp. Appr,Multi,Fair,4th)	4	700	2,800
Seasonal Decor	1	150	150
Totals for GL# 001-511-552.2300: Operating Expenses			3,050





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Mayor and Commission - 511**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-511-552.4200 Small Tools/Equipment			
Miscellaneous Equipment For Chambers	1	500	500
Totals for GL# 001-511-552.4200: Small Tools/Equipment			500
001-511-552.5100 Uniform Purchases and Cleaning			
City Shirts	6	50	300
Totals for GL# 001-511-552.5100: Uniform Purchases and Cleaning			300
001-511-555.1300 Technical/Training			
FACE Conference Registration	1	700	700
FLC Registration Fee	4	700	2,800
Leadership Training	1	250	250
Training - Commission	5	200	1,000
Training - Exec Assistant	1	250	250
Training - Mayor	1	500	500
Totals for GL# 001-511-555.1300: Technical/Training			5,500
<b>Totals for Dept 511-Mayor and Commission</b>			<b>\$ 459,432</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Office of City Clerk - 512

General Fund – 001

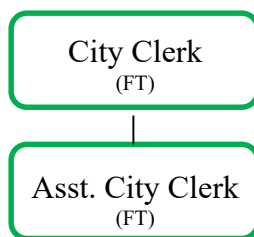
### Department Mission:

The Office of City Clerk provides accountability, stewardship and accessibility to all forms of City public records. Create and protect the transparency of government and provide an impartial, independent voice regarding the business of government. Provide exceptional clerical and administrative support to the City commission members; accurate and responsive recording and transcription services of commission and pension board meetings.

### Primary Duties:

- Clerk to City Commission and responsible for preparation of agendas and minutes for public meetings.
- Oversees Finance, Information Technology, Human Resources, Events & Facilities and Utility Billing departments.
- Responsible for the custody and security of City public records and processing public record requests.
- Administers City cemetery records and occupational business tax program.
- Fiscal stability and safeguarding of City assets.
- Ensure the safety of the City's technology infrastructure and the security of the City's information and data.

### Organizational Chart:



### Department Objectives:

- Keeping up with retention schedules to ensure proper destruction of documents that have met retention
- Utilizing technology, work to streamline the agenda process
- Continue to convert hard-copy records into electronic formats in order to improve efficiency and document access.
- Cemetery burial space management

### Goals:

- Promote community engagement and effective communication
- Expand and enhance web presence to keep residents educated and informed
- Facilitate economic development to enhance and foster growth



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

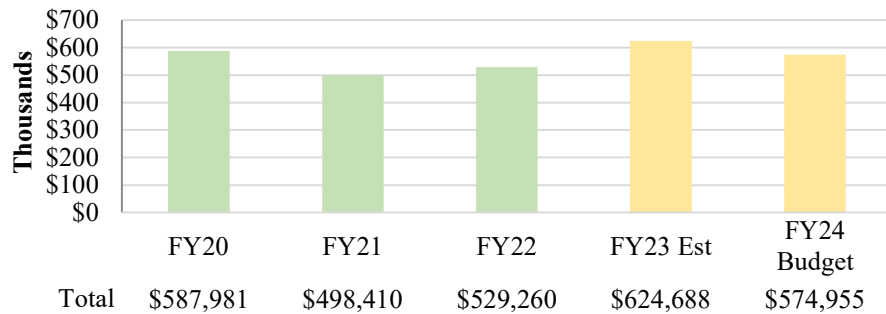
Office of City Clerk - 512

General Fund – 001

## Performance Indicators:

Task	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Public Records Request	47	102	100	132	120
Number of Commission Meetings	22	26	24	24	23
Number of Workshops Meetings	22	24	25	23	25
Number of Pension Board Meetings	8	8	8	8	8
Burials and Internments	3	15	7	5	10

## Departmental Expenditures

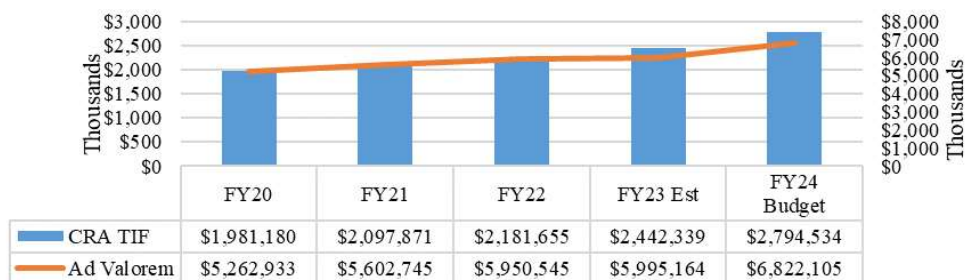


## Budget by Category



\*Tax Increment Funding (TIF) is transferred from the City Clerk's budget to the CRA therefore, not reflected in the above graphs. Provided below is the 5 year history of TIF payments to the CRA.

## Tax Increment Funds to CRA





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-512 - CITY CLERK**  
**Cost Center Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>001-512</b>						
<b>EXPENDITURES</b>						
511.0100	Executive Salaries	\$ 112,049	\$ 120,549	\$ 120,536	\$ 127,782	6.0 %
512.0100	Regular Salaries	47,068	50,118	49,341	53,125	6.0 %
521.0100	FICA Taxes	11,571	13,209	12,124	13,920	5.4 %
522.2100	Retirement General Employee	24,716	14,970	14,886	16,978	13.4 %
523.0100	Health Insurance	25,435	30,394	30,394	33,129	9.0 %
523.0300	Insurance & EAP	517	557	557	590	5.9 %
524.0100	Workers' Compensation	360	308	307	249	(19.2)%
529.0000	Career Advancement	-	2,000	-	1,063	(46.9)%
	<b>Total Personnel Expenses</b>	<b>221,716</b>	<b>232,105</b>	<b>228,145</b>	<b>246,836</b>	<b>6.3 %</b>
531.0100	Consulting	3,223	25,266	25,266	15,000	(40.6)%
531.0300	Membership Dues	665	665	665	740	11.3 %
531.1600	Contract Services	7,981	8,075	8,075	9,080	12.4 %
540.5100	Travel and Per Diem	2,353	2,300	3,550	3,700	60.9 %
541.1100	Communications	1,869	3,275	3,516	2,270	(30.7)%
542.1200	Postage/Mailing Service	2,701	2,776	2,776	2,700	(2.7)%
543.0000	Utility Services	26,098	27,500	25,000	29,500	7.3 %
544.0500	Operating Lease	4,624	4,840	4,840	4,913	1.5 %
545.1200	Insurance	6,438	6,939	6,906	9,263	33.5 %
545.9900	Insurance Contingency - Vehicle	-	30,000	35,311	30,000	- %
546.3400	Repair & Maintenance	2,965	8,036	9,536	8,758	9.0 %
546.4000	Vehicle Repair & Maintenance	282	1,242	1,400	1,000	(19.5)%
547.5100	Printing And Binding	3,507	7,023	4,880	5,753	(18.1)%
548.9100	Promotional Advertising	5,906	7,511	11,260	11,260	49.9 %
549.0100	Repurchase Of Cemetery Spaces	-	-	-	800	- %
549.9000	Tax Increment Funds To CRA	2,181,655	2,442,339	2,442,339	2,794,534	14.4 %
549.9600	Bank Service Charges	5,420	5,550	4,750	6,050	9.0 %
551.1200	Office Supplies	2,253	2,300	2,100	2,100	(8.7)%
552.0000	Operating Expenses - Veolia	-	1,500	1,500	1,500	- %
552.1500	Fuel and Lubricants	303	800	600	800	- %
552.2300	Operating Expenses	90,167	94,172	95,000	107,375	14.0 %
552.4200	Small Tools/Equipment	212	3,565	3,565	500	(86.0)%
552.5100	Uniform Purchases And Cleaning	55	100	100	180	80.0 %
554.0100	Non-Capitalized Equipment	-	5,400	4,892	2,000	(63.0)%
554.1200	Publications	1,288	1,476	1,476	1,580	7.0 %
555.1300	Technical/Training	537	1,825	2,575	2,600	42.5 %
555.9900	Tuition Reimbursement	600	3,000	300	3,000	- %
	<b>Total Operating Expenses</b>	<b>2,351,102</b>	<b>2,697,475</b>	<b>2,702,178</b>	<b>3,056,956</b>	<b>13.3 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-512 - CITY CLERK**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-512</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
564.4900	Capital Leases	-	29,805	29,805	-	(100.0)%
	<b>Total Capital Purchases</b>	-	<b>29,805</b>	<b>29,805</b>	-	<b>(100.0)%</b>
571.0100	Princ - Lease	-	3,507	3,507	7,169	104.4 %
571.0100-9762	Princ - Lease FPL	3,623	3,827	3,827	4,041	5.6 %
571.1900	Principal - Loan 2019	53,366	54,333	54,333	49,800	(8.3)%
572.0100	Interest Expense - Lease	-	539	540	882	63.6 %
572.0100-9762	Int Exp - Lease FPL	1,175	1,069	1,069	956	(10.6)%
572.1900	Interest Expense - Loan 2019	4,934	4,035	4,035	2,849	(29.4)%
	<b>Total Debt Service</b>	<b>63,098</b>	<b>67,310</b>	<b>67,311</b>	<b>65,697</b>	<b>(2.4)%</b>
591.0700	Transfer To Capital Projects Fund	75,000	89,333	89,333	66,000	(26.1)%
	<b>Total Transfers-Out</b>	<b>75,000</b>	<b>89,333</b>	<b>89,333</b>	<b>66,000</b>	<b>(26.1)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,710,916</b>	<b>\$ 3,116,028</b>	<b>\$ 3,116,772</b>	<b>\$ 3,435,489</b>	<b>10.3 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**City Clerk - 512**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-512-511.0100 Executive Salaries			
Executive Salaries	1	127,782	127,782
Totals for GL# 001-512-511.0100: Executive Salaries			127,782
001-512-512.0100 Regular Salaries			
Regular Salaries	1	53,125	53,125
Totals for GL# 001-512-512.0100: Regular Salaries			53,125
001-512-521.0100 FICA Taxes			
FICA Taxes	1	13,920	13,920
Totals for GL# 001-512-521.0100: FICA Taxes			13,920
001-512-522.2100 Retirement General Employee			
General Employee Pension	1	16,978	16,978
Totals for GL# 001-512-522.2100: Retirement General Employee			16,978
001-512-523.0100 Health Insurance			
Health Insurance	1	33,129	33,129
Totals for GL# 001-512-523.0100: Health Insurance			33,129
001-512-523.0300 Life Insurance & EAP			
Life Insurance	1	590	590
Totals for GL# 001-512-523.0300: Life Insurance & EAP			590
001-512-524.0100 Workers' Compensation			
Workers' Compensation	1	249	249
Totals for GL# 001-512-524.0100: Workers' Compensation			249
001-512-529.0000 Career Advancement			
Career Advancement	1	1,063	1,063
Totals for GL# 001-512-529.0000: Career Advancement			1,063
001-512-531.0100 Consulting			
GIS Consulting	1	5,000	5,000
Surveys (City Properties)	1	10,000	10,000
Totals for GL# 001-512-531.0100: Consulting			15,000
001-512-531.0300 Membership Dues			
Additional IIMC Full Membership	1	125	125
FACC Annual Membership Dues	2	75	150
FGFOA Annual Dues	1	75	75
Institute Of Internal Auditors Annual Dues	1	205	205
International Institute Of Municipal Clerks	1	185	185
Totals for GL# 001-512-531.0300: Membership Dues			740
001-512-531.1600 Contract Services			
CH Cleaning Service	12	700	8,400
CH Pest Control (Qtr)	4	75	300
CH Security System (Qtrly-ADT)	4	95	380
Totals for GL# 001-512-531.1600: Contract Services			9,080



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**City Clerk - 512**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-512-540.5100 Travel and Per Diem			
FACC Fall School--Assistant City Clerk	1	1,000	1,000
FACC Summer School-Assistant City Clerk	1	1,000	1,000
FGFOA Annual Conference-City Clerk	1	1,300	1,300
Florida Redevelopment Agency	1	150	150
Misc Mileage For Training	1	250	250
Totals for GL# 001-512-540.5100: Travel and Per Diem			3,700
001-512-541.1100 Communications			
Cell Phone Service- City Clerk	12	50	600
Fire Alarm Monitoring (EPS)	1	1,000	1,000
Satellite Phone	1	670	670
Totals for GL# 001-512-541.1100: Communications			2,270
001-512-542.1200 Postage/Mailing Services			
City Hall Postage Meter	1	2,700	2,700
Totals for GL# 001-512-542.1200: Postage/Mailing Services			2,700
001-512-543.0000 Utility Services			
City Of Palmetto Utilities	1	13,000	13,000
FPL	1	16,500	16,500
Totals for GL# 001-512-543.0000: Utility Services			29,500
001-512-544.0500 Operating Lease			
Copier Lease: Pmnt 28-36 Of 36	9	206	1,854
Copier Pages Copied/Printed	1	1,500	1,500
New Copier Lease: Pmnt 1-3 Of 36	3	225	675
New Postage Meter: Pmnt 1-2 Of 12	2	225	450
Postage Meter: Pmnt 11-12 Of 12	2	217	434
Totals for GL# 001-512-544.0500: Operating Lease			4,913
001-512-545.1200 Insurance			
A-3 Fiduciary Bond GE Pension	1	66	66
D-6 Exec Travel Policy - City Clerk	1	61	61
Gen Liab, Auto, Property Insurance	4	2,284	9,136
Totals for GL# 001-512-545.1200: Insurance			9,263
001-512-545.9900 Insurance Contingency			
Full Liability Deductible	1	25,000	25,000
Insurance Contingency	1	5,000	5,000
Totals for GL# 001-512-545.9900: Insurance Contingency			30,000
001-512-546.3400 Repair & Maintenance			
A/C Maintenance (Quarterly)	4	352	1,408
Exterior Repairs To City Hall	1	2,000	2,000
Fire Alarm Testing	2	200	400
Fire Extinguisher Maint.	1	350	350
Generator Annual Maintenance	2	500	1,000
Halon System	1	600	600
Interior Repairs For City Hall	1	2,000	2,000
Misc Repairs	1	1,000	1,000
Totals for GL# 001-512-546.3400: Repair & Maintenance			8,758





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**City Clerk - 512**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-512-546.4000 Vehicle Repair & Maintenance			
Vehicle Maintenance Explorer	2	500	1,000
Totals for GL# 001-512-546.4000: Vehicle Repair & Maintenance			1,000
001-512-547.5100 Printing and Binding			
Business Cards	1	50	50
City Code Updates- Annual Billing	1	4,396	4,396
Minute Books	2	200	400
Municode Premium Upgrade & One Additional User	1	907	907
Totals for GL# 001-512-547.5100: Printing and Binding			5,753
001-512-548.9100 Promotional Advertising			
Advertising RFP/Budget (North River)	1	1,000	1,000
Advertising RFP/Budget (Tempo)	1	1,000	1,000
Advertising RFP/Ord/Res/Budget (B. Herald)	1	8,500	8,500
Chamber Of Commerce Map Advertisement	1	600	600
FDOT Outdoor Advertising License	1	160	160
Totals for GL# 001-512-548.9100: Promotional Advertising			11,260
001-512-549.0100 Repurchase of Cemetery Spaces			
Repurchase of Cemetery Spaces	1	800	800
Totals for GL# 001-512-549.0100: Repurchase of Cemetery Spaces			800
001-512-549.9000 Tax Increment Funds To CRA			
TIF to CRA	1	2,794,534	2,794,534
Totals for GL# 001-512-549.9000: Tax Increment Funds To CRA			2,794,534
001-512-549.9600 Bank Service Charges			
Bank Charges	1	6,000	6,000
Credit Card Fees	1	50	50
Totals for GL# 001-512-549.9600: Bank Service Charges			6,050
001-512-551.1200 Office Supplies			
Copier Paper	12	100	1,200
Pens/Folders/Supplies	1	900	900
Totals for GL# 001-512-551.1200: Office Supplies			2,100
001-512-552.0000 Hurricane Materials/Supplies			
Hurricane Supplies	1	1,500	1,500
Totals for GL# 001-512-552.0000: Hurricane Materials/Supplies			1,500
001-512-552.1500 Fuel and Lubricants			
Fuel For City Hall Vehicles	1	800	800
Totals for GL# 001-512-552.1500: Fuel and Lubricants			800



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**City Clerk - 512**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-512-552.2300 Operating Expenses			
ASCAP License Fee For Music	1	400	400
BMI Songwriter/Music License	1	360	360
City Hall Coffee Service	12	60	720
City Hall Restroom Supplies	1	130	130
Confidential Paper Shredding	4	125	500
Defibrillator Maintenance (1/3 Of Cost)	1	100	100
Off Site Special Meetings	1	5,000	5,000
Recording Fees-Clerk Of Court	1	100	100
Regatta Point Submerged Land Lease	1	88,000	88,000
Short Term Rental Software	1	10,000	10,000
Tangible Tax On Copiers	1	50	50
TECO Peoples Gas (For Generator)	12	120	1,440
US Post Office Annual Fees	1	575	575
Totals for GL# 001-512-552.2300: Operating Expenses			107,375
001-512-552.4200 Small Tools/Equipment			
Misc Supplies	1	500	500
Totals for GL# 001-512-552.4200: Small Tools/Equipment			500
001-512-552.5100 Uniform Purchases and Cleaning			
Shirt For City Clerk	1	60	60
Shirts For City Clk/Asst. Clk	2	60	120
Totals for GL# 001-512-552.5100: Uniform Purchases and Cleaning			180
001-512-554.0100 Non-Capitalized Equipment			
Misc Equipment	1	2,000	2,000
Totals for GL# 001-512-554.0100: Non-Capitalized Equipment			2,000
001-512-554.1200 Publications			
Bradenton Herald (Annual Subscription)	1	1,100	1,100
Herald Tribune (Annual Subscription)	1	480	480
Totals for GL# 001-512-554.1200: Publications			1,580
001-512-555.1300 Technical/Training			
FACC School Registration-Fall 2024	1	400	400
FACC School Registration-Summer 2024	1	400	400
FGFOA Annual Conference (Registration)	1	400	400
Local Training	4	300	1,200
Misc. Webinars	1	200	200
Totals for GL# 001-512-555.1300: Technical/Training			2,600
001-512-555.9900 Tuition Reimbursement			
Tuition Reimbursement	1	3,000	3,000
Totals for GL# 001-512-555.9900: Tuition Reimbursement			3,000
001-512-571.0100 Princ - Lease			
FY2023 Capital Lease Principal (Payments 3-6 Of 16)	1	7,169	7,169
Totals for GL# 001-512-571.0100: Princ - Lease			7,169
001-512-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	4,041	4,041
Totals for GL# 001-512-571.0100-9762: Princ - Lease FPL			4,041



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**City Clerk - 512**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-512-571.1900 Princ-Keybank Loan 2019 Keybank Principal (10-11 Out Of 18 Pymts)	1	49,800	49,800
Totals for GL# 001-512-571.1900: Princ-Keybank Loan 2019			49,800
001-512-572.0100 Int Exp - Lease FY2023 Capital Lease Principal (Payments 3-6 Of 16)	1	882	882
Totals for GL# 001-512-572.0100: Int Exp - Lease			882
001-512-572.0100-9762 Int Exp - Lease FPL FPL (4 Out Of 12 Pymts)	1	956	956
Totals for GL# 001-512-572.0100-9762: Int Exp - Lease FPL			956
001-512-572.1900 Int Exp-Keybank Loan 2019 Keybank Interest (10-11 Out Of 18 Pymts)	1	2,849	2,849
Totals for GL# 001-512-572.1900: Int Exp-Keybank Loan 2019			2,849
<b>Totals for Dept 512-City Clerk</b>			<b>\$ 3,369,489</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Information Technology - 513

General Fund – 001

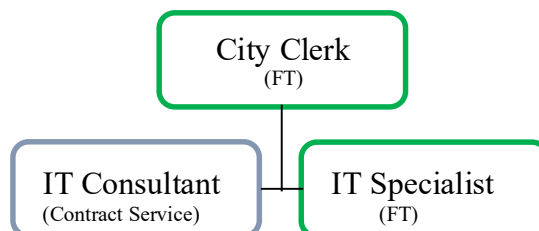
### Department Mission:

The Information Technology (IT) supports the City departments to understand their computer and telecommunication needs, objectives, and business operations in order to stay well-informed of current and future roles with computers and telecommunications within the organization. Information Technology also supports City operations by providing an underlying data structure, including networks, storage, servers, operating systems, security and phones.

### Primary Duties:

- Provides support and maintenance to the technologies that enable City departments to accomplish their goals and objectives.
- Procuring and updating equipment and infrastructure with the latest technologies.
- Secure all systems from virus attacks, improper use and malicious invasion.
- Supporting records retention with the Florida Sunshine Laws.
- Maintaining and update the City's website.
- Ensuring the City software is properly updated and maintained to ensure continuity of operations.

### Organizational Chart:



### Department Objectives:

- Keeping pace with technology.
- Providing technical support to all city departments in a timely, efficient manner.
- Improve information technology infrastructure.
- Backup and secure computer data.

### Goals & Accomplishments:

- Established cyber security testing and training to ensure all end-users are properly educated in the proper and safe usage of digital resources and communications.
- Provide IT infrastructure support for the new Police Department construction
- Implemented city-wide dual authentication tokens
- Implementing artificial intelligence software in FY24 to improve back-end security of technology



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Information Technology - 513

General Fund – 001

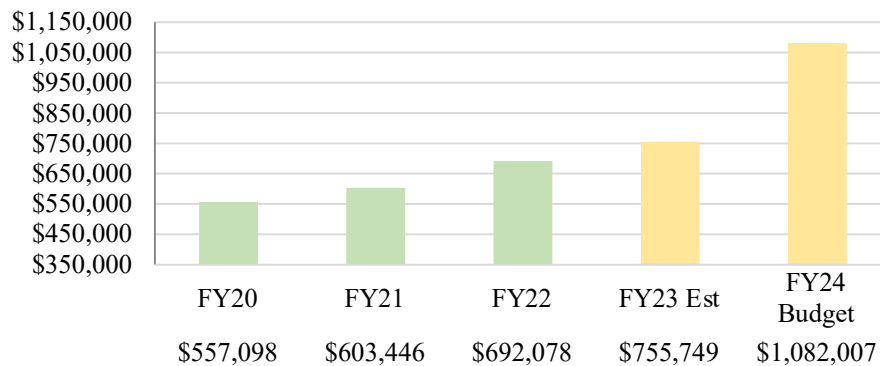
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Proposed
*Number of Tickets Submitted	1266	1759	2534	3000
Number of Tickets Resolved	1259	1725	2413	2940
Know be 4 Security Avg Completion Rate		54%	82%	86%
*each ticket could have multiple task				

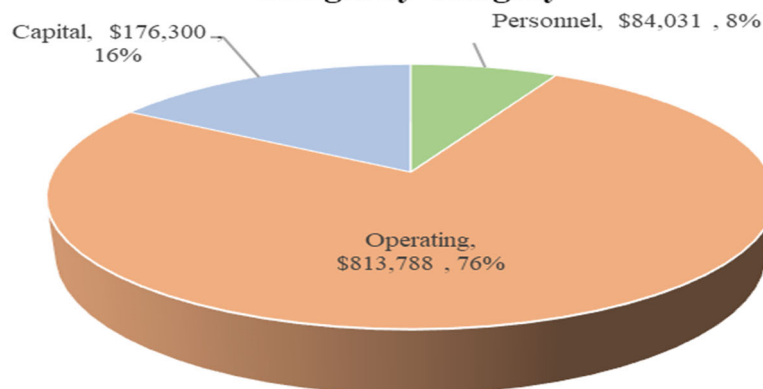
## Capital Outlay - Detail:

Funding Source	Description	Amount
Current Revenue	Laserfiche Upgrade	\$4,000
Current Revenue/Fund Balance	Sans (CH/PD)	\$110,000
Fund Balance	Switch (Sutton Pk)	\$6,000
Current Revenue	Laptops (9)	\$24,300
Fund Balance	Exacq Network Video Recorder (2)	\$20,000
Fund Balance	Server	\$11,000
	<b>Total</b>	<b>\$176,300</b>

## Departmental Expenditures



## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-513 - INFORMATION TECHNOLOGY**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-513</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 57,951	\$ 62,348	\$ 62,348	\$ 71,741	15.1 %
521.0100	FICA Taxes	3,965	4,770	4,723	5,488	15.1 %
522.2100	Retirement General Employee	-	-	-	1,555	- %
523.0100	Health Insurance	15,158	16,598	9,436	12,856	(22.5)%
523.0300	Insurance & EAP	188	204	204	181	(11.3)%
524.0100	Workers' Compensation	131	111	113	98	(11.7)%
	<b>Total Personnel Expenses</b>	<b>77,393</b>	<b>84,031</b>	<b>76,824</b>	<b>91,919</b>	<b>9.4 %</b>
531.0100	Consulting	199,550	221,707	222,000	250,000	12.8 %
540.5100	Travel and Per Diem	-	200	-	200	- %
541.1100	Communications	20,139	40,560	40,560	44,364	9.4 %
545.1200	Insurance	1,893	2,080	2,071	2,792	34.2 %
546.3400	Repair & Maintenance	18,692	21,135	20,000	36,100	70.8 %
551.1200	Office Supplies	1,584	2,450	2,200	3,150	28.6 %
552.2300	Operating Expenses	267,851	278,660	295,000	432,552	55.2 %
552.4200	Small Tools/Equipment	5,032	10,350	20,000	14,200	37.2 %
552.5100	Uniform Purchases And Cleaning	124	245	31	70	(71.4)%
554.0100	Non-Capitalized Equipment	15,651	53,485	58,765	29,000	(45.8)%
554.1200	Publications	-	200	-	200	- %
555.1300	Technical/Training	699	1,160	700	1,160	- %
	<b>Total Operating Expenses</b>	<b>531,215</b>	<b>632,232</b>	<b>661,327</b>	<b>813,788</b>	<b>28.7 %</b>
564.0100	Machinery & Equipment	83,469	83,039	76,079	176,300	112.3 %
	<b>Total Capital Purchases</b>	<b>83,469</b>	<b>83,039</b>	<b>76,079</b>	<b>176,300</b>	<b>112.3 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 692,077</b>	<b>\$ 799,302</b>	<b>\$ 814,230</b>	<b>\$ 1,082,007</b>	<b>35.4 %</b>





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Information Technology - 513**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-513-512.0100 Regular Salaries			
Regular Salaries	1	71,741	71,741
Totals for GL# 001-513-512.0100: Regular Salaries			71,741
001-513-521.0100 FICA Taxes			
FICA Taxes	1	5,488	5,488
Totals for GL# 001-513-521.0100: FICA Taxes			5,488
001-513-522.2100 Retirement General Employee			
General Employee Pension	1	1,555	1,555
Totals for GL# 001-513-522.2100: Retirement General Employee			1,555
001-513-523.0100 Health Insurance			
Health Insurance	1	12,856	12,856
Totals for GL# 001-513-523.0100: Health Insurance			12,856
001-513-523.0300 Life Insurance			
Life Insurance	1	181	181
Totals for GL# 001-513-523.0300: Life Insurance			181
001-513-524.0100 Workers' Compensation			
Workers' Compensation	1	98	98
Totals for GL# 001-513-524.0100: Workers' Compensation			98
001-513-531.0100 Consulting			
IT Hourly Work - Strategic Projects	1	100,000	100,000
IT Monthly Managed Care Hours	1	150,000	150,000
Totals for GL# 001-513-531.0100: Consulting			250,000
001-513-540.5100 Travel and Per Diem			
Training	1	200	200
Totals for GL# 001-513-540.5100: Travel and Per Diem			200
001-513-541.1100 Communications			
Cell Service - IT Technician	12	50	600
Internet Circuit CH Back-Up Frontier	12	311	3,732
Internet Circuit CH Primary Spectrum	12	1,100	13,200
Internet Circuit PD Back-Up Frontier	12	231	2,772
Phone Line City Hall (PRI Spectrum)	12	500	6,000
Phone Line PD (PRI Spectrum)	12	500	6,000
Spectrum Stand Alone Modem - PD	12	180	2,160
State of FL Fax/POTS Line	12	600	7,200
TV Service At New PD (Spectrum)	12	225	2,700
Totals for GL# 001-513-541.1100: Communications			44,364
001-513-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	698	2,792
Totals for GL# 001-513-545.1200: Insurance			2,792



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Information Technology - 513**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-513-546.3400 Repair & Maintenance			
Battery Replacements (Batteries Plus)	1	1,000	1,000
Cabling	1	1,000	1,000
Electrical Services (Repairs & Installations)	1	1,000	1,000
Fiber Ring Maintenance	1	10,000	10,000
HP Printer Maintenance (Trutech Services, LLC)	1	200	200
IP Phone Support (Phone-Link Corp)	1	5,900	5,900
UPS Maintenance (CH & PD) (Alpine Power Sys)	1	2,000	2,000
Video Surveillance Maintenance (Phone-Link Corp)	1	15,000	15,000
Totals for GL# 001-513-546.3400: Repair & Maintenance			36,100
001-513-551.1200 Office Supplies			
Miscellaneous Office Supplies	1	250	250
Replacement Toner	1	2,500	2,500
Scanner Maintenance Kit - Fujitsu Desk Scanner	2	200	400
Totals for GL# 001-513-551.1200: Office Supplies			3,150
001-513-552.2300 Operating Expenses			
*USA (Rms) Annual Maintenance (USA)	1	14,021	14,021
Access Control Subscription	1	1,000	1,000
Accreditation (PD) (Power DMS)	1	6,200	6,200
Adobe - Acrobat Pro (CDWG)	60	98	5,850
Adobe Creative Cloud - All Apps (CDWG)	1	1,750	1,750
Annual Priority Dispatch Software	1	2,400	2,400
Barracuda Cloud Solution	1	18,666	18,666
BS&A Annual Maintenance (BS&A)	1	36,000	36,000
Caseware (Finance Dept) (Caseware)	1	11,000	11,000
Caseware Support (F H Black)	1	5,000	5,000
Chargepoint (Charge Station Renewal) (Novacharge)	1	5,500	5,500
City Website Monthly Fee (Civic Plus)	1	8,110	8,110
Civic Plus PD Page Annual Fee	1	800	800
Code Red Notification System (Onsolve LLC)	1	7,000	7,000
Commission Meeting Offsite	1	5,000	5,000
Dropbox	38	150	5,700
Duo Annual Maint (PD)	1	6,000	6,000
Easy Street Draw (Trancite Logic Systems) (PD)	1	1,100	1,100
Evidence Tracker Maintenance (PD) (PMI)	1	700	700
Exacq Camera Lic (Yr Sub)	1	7,000	7,000
HRN Performance Pro Renewal (HR Performance)	1	3,300	3,300
Kaseya Rmm_PC (BIIT)	12	2,700	32,400
Kaseya Rmm_Server (BIIT)	12	600	7,200
Knowbe4 Security Training (Vtech Io)	1	4,400	4,400
Laserfiche Annual Maintenance (MCCI)	1	10,000	10,000
Laserfiche Upgrade Annual Fee	1	25,000	25,000
MCCI Admin Support Fee	1	500	500
MDE Inc. Adore Client Software (PD) (Adore)	1	1,800	1,800
Minutes Recording Software (BIS)	1	1,500	1,500
Municode Internet Hosting Fee	1	900	900
Net Motion Annual Maintenance (PD) (Net Motion)	1	5,500	5,500
Office 365 (MS Office Suite Only Subscriptions)	12	5,250	63,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Information Technology - 513**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
One Identify Defender Annual Maintenance	1	1,500	1,500
Print Scan (Finger Print)(Kid-Scan)	1	500	500
Rapid Ids (PD) (Dataworks Plus)	1	2,600	2,600
Roboform (Password Manager)	1	4,500	4,500
Smarsh Archive (Smash)	1	8,000	8,000
Social Media Archiver (Archivesocial) (Civicplus)	1	4,200	4,200
Sonicwall Firewall	2	1,000	2,000
Sql User Cals	1	15,000	15,000
Switch Warranties (10 Total)	1	15,000	15,000
Towncloud Inc	1	900	900
UPS Maintenance (PD)	1	6,000	6,000
Veem Backup Mgmt Suite (Vtech Io)	1	6,200	6,200
Verkada Camera License	1	1,000	1,000
Vesta, Cad, Transport Annual Maintenance (PD)	1	40,000	40,000
VM Workspace One Airwatch (Vtech Io)	47	65	3,055
Vmware Renewal	1	4,000	4,000
Zoom (Zoom Video Communications Inc)	12	150	1,800
Zscaler (Vtech Io)	1	12,000	12,000
Totals for GL# 001-513-552.2300: Operating Expenses			432,552
001-513-552.4200 Small Tools/Equipment			
Miscellaneous Computer Equipment <500	1	1,500	1,500
Miscellaneous Computer Hardware	1	3,000	3,000
Miscellaneous Phone Supplies	1	500	500
Replacement Desktop UPS	15	150	2,250
Replacement Monitors	10	275	2,750
Replacement Printers	9	300	2,700
Smart Proximity Cards	1	1,500	1,500
Totals for GL# 001-513-552.4200: Small Tools/Equipment			14,200
001-513-552.5100 Uniform Purchases and Cleaning			
Shirts (Ext IT)	2	35	70
Totals for GL# 001-513-552.5100: Uniform Purchases and Cleaning			70
001-513-554.0100 Non-Capitalized Equipment			
Additional IP Surveillance Cameras	8	1,000	8,000
Replacement LF Scanner	6	1,000	6,000
Workstations (City Hall)	2	1,500	3,000
Workstations (Public Works)	8	1,500	12,000
Totals for GL# 001-513-554.0100: Non-Capitalized Equipment			29,000
001-513-554.1200 Publications			
IT Certification Training Material	1	200	200
Totals for GL# 001-513-554.1200: Publications			200
001-513-555.1300 Technical/Training			
Certification (MD-100)	2	200	400
ITprotv Training	1	400	400
LinkedIn	1	360	360
Totals for GL# 001-513-555.1300: Technical/Training			1,160



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Information Technology - 513**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-513-564.0100 Machinery & Equipment			
Laptops (PW)	9	2,700	24,300
Laserfiche Upgrade (Net PO1920081)	1	4,000	4,000
Network Video Recorders	2	10,000	20,000
Sans (CH)	1	45,500	45,500
Sans (PD)	1	65,500	65,500
Server	1	11,000	11,000
Switch - Sutton Park Hardened	1	6,000	6,000
Totals for GL# 001-513-564.0100: Machinery & Equipment			176,300
<b>Totals for Dept 513-Information Technology</b>			<b>\$ 1,082,007</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

City Attorney - 514

General Fund – 001

## The City Attorney is a contracted, appointed position

Mark P. Barnebey (941) 748-0100

Blalock Walters, 802 11<sup>th</sup> St. Bradenton, FL 34205

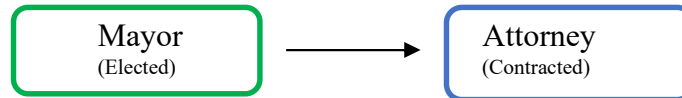
### Department Mission:

To provide legal services to the City, department heads and boards.

### Primary Duties:

- Dedicated to providing an array of services to the Commission and Mayor.
- Draft and review all ordinances and resolutions, after input by staff.
- Review all contracts prior to execution as request by staff.
- Provide legal advice on all matters affecting the City.
- Attend all City Commission meetings as legal counsel.
- Approve, monitor, and pursue, as appropriate, all City litigation and outside counsel.

### Organizational Chart:



### Department Objectives:

- Work cooperatively with the City in providing legal services necessary to carry out the policy decisions of the City Commission.
- Reviewing or drafting amendments to the City Charter and City Code.

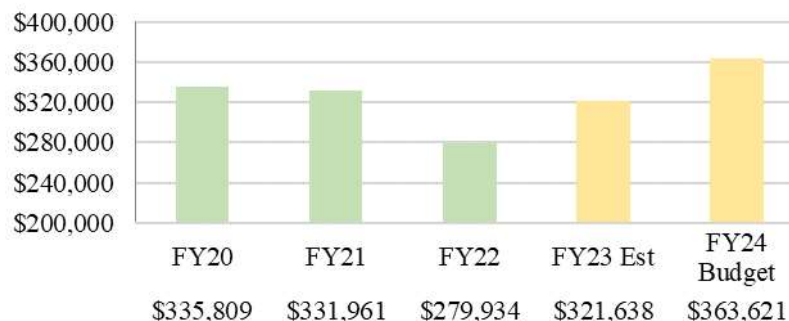
### Goals:

- To assist with the state Opioid negotiations
- Provide overview and legal research for City ordinance
- Prepare an ordinance for vacation rentals

### Accomplishments:

- Worked in tandem with City department heads on future land development.
- Responsible for representing the City regarding County property within City limits.
- Involved in assisting with new CRA land development, and requirements of HUD.
- Instrumental the matters of re-districting in accordance with the Voting Rights Act.

## Departmental Expenditures





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-514 - CITY ATTORNEY**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-514</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
<b>EXPENDITURES</b>						
531.0300	Membership Dues	\$ -	\$ 680	\$ 680	\$ 750	10.3 %
531.0600	Attorney Fees	252,898	273,463	273,463	289,871	6.0 %
531.0700	Attorney Fees-Special Services	22,751	43,847	44,320	48,000	9.5 %
531.0900	Legal Ads Pass-Thru	282	-	-	20,000	- %
540.5100	Travel and Per Diem	1,532	1,973	1,975	2,000	1.4 %
552.2300	Operating Expenses	1,771	1,500	500	1,500	- %
555.1300	Technical/Training	700	750	700	1,500	100.0 %
<b>Total Operating Expenses</b>		<b>279,934</b>	<b>322,213</b>	<b>321,638</b>	<b>363,621</b>	<b>12.9 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 279,934</b>	<b>\$ 322,213</b>	<b>\$ 321,638</b>	<b>\$ 363,621</b>	<b>12.9 %</b>





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**City Attorney - 514**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-514-531.0300 Membership Dues			
Membership Dues	1	750	750
Totals for GL# 001-514-531.0300: Membership Dues			750
001-514-531.0600 Attorney Fees-Contracted Services			
Regular Attorney Fees-City Portion - 81%	1	289,871	289,871
Totals for GL# 001-514-531.0600: Attorney Fees-Contracted Services			289,871
001-514-531.0700 Attorney Fees-Special Services			
Litigation-City Portion	1	48,000	48,000
Totals for GL# 001-514-531.0700: Attorney Fees-Special Services			48,000
001-514-531.0900 Attorney Fees-Union			
PBA Negotiation	1	20,000	20,000
Totals for GL# 001-514-531.0900: Attorney Fees-Union			20,000
001-514-540.5100 Travel and Per Diem			
Travel/Per Diem-Attorney	1	2,000	2,000
Totals for GL# 001-514-540.5100: Travel and Per Diem			2,000
001-514-552.2300 Operating Expenses			
Operating Expense-Litigation	1	1,500	1,500
Totals for GL# 001-514-552.2300: Operating Expenses			1,500
001-514-555.1300 Technical/Training			
Technical/Training	1	1,500	1,500
Totals for GL# 001-514-555.1300: Technical/Training			1,500
<b>Totals for Dept 514-City Attorney</b>			<b>\$ 363,621</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Finance Department – 515

General Fund – 001

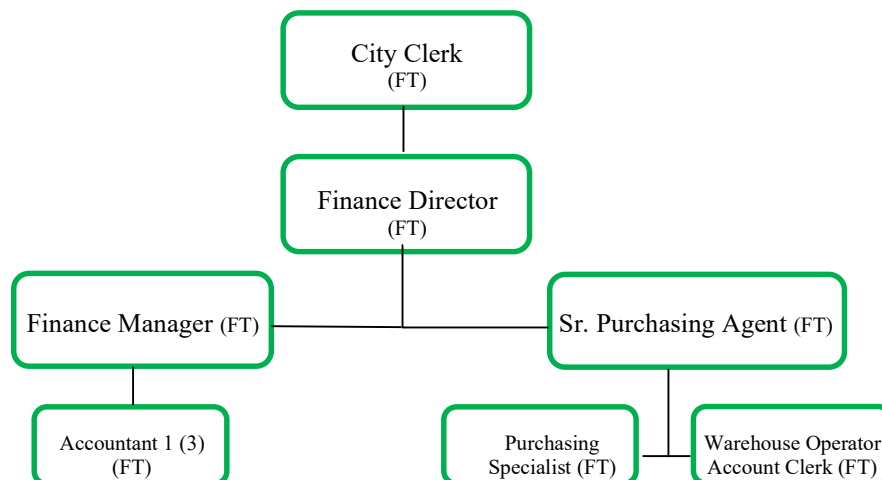
### Department Mission:

To accurately account for City assets, collect funds due to the City, process payment of payroll and other expenses owed by the City, prepare the annual City budget and Annual Comprehensive Financial Report, complete special financial projects, such as debt issuance, ensure compliance defined by Florida statute and provide timely budgetary and financial data to management.

### Primary Duties:

- Administer all financial transactions of the City – Accounting, Accounts Payable, Payroll, Purchasing, Inventory.
- Produce and manage the City's balanced budget.
- Record, maintain and report accurate financial records per GAAP and GASB standards.
- Responsible for creating and publishing the Annual Comprehensive Financial Report and Budget Book.
- Liaison between the external auditors to complete an annual audit review.
- Creation and implementation of internal controls.

### Organizational Chart:



### Department Objectives:

- Procure, process and protect the City's assets.
- Actively work at providing staff with learning opportunities to stay current with changes in the Financial Accounting and begin a cross-training program between accounting and purchasing.
- Meet the stringent reporting requirements of the GFOA to obtain both Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award.
- Provide needed financial information to make informed decisions for the City and its citizens.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Finance Department – 515

General Fund – 001

## Goals:

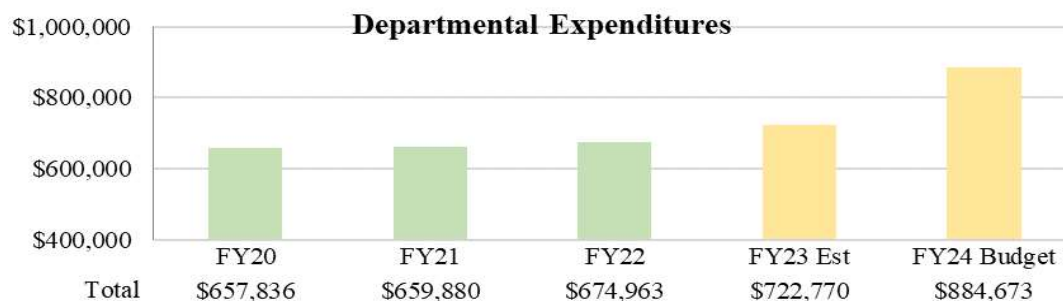
- To enhance the budget award criteria into the fiscal year 2024 budget.
- Revise the capital projects section in fiscal year 2025 to meet the requirements for the GFOA special recognition.
- To initiate and implement a list of American Rescue Plan Act (ARPA) infrastructure projects with internal and external stakeholders.

## Accomplishments:

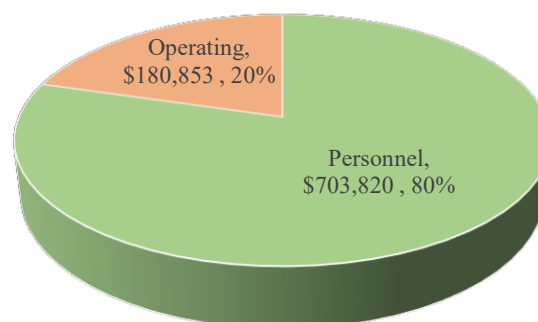
- Received the 18<sup>th</sup> Certificate of Achievement in Excellence- ACFR. (2005 – 2022)
- Submitted the FY 2022 ACFR for the 18<sup>th</sup> Certificate of Achievement in March 2023.
- Received the 14<sup>th</sup> Distinguished Budget Award. (2010 – 2023)
- Financial closeout - SRF \$7M Loan for the Waste Water Equalization Basin Project
- Commission approved \$6.8M American Rescue Plan Act Project List.

## Performance Indicators:

Task	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Grant Award Dollars	9,990,945	16,509,323	16,038,631	12,537,326	10,000,000
Awarded Grants	13	11	7	5	6
Number of Purchase Orders	941	835	812	943	1000
ARPA Spent to date	0	0	412,176	1,029,874	1,500,000



## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-515 - FINANCE**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	
<b>001-515</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>% Change of Budget</b>
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 404,004	\$ 481,298	\$ 451,311	\$ 506,185	5.2 %
514.0100	Overtime - GE	21	-	78	-	- %
521.0100	FICA Taxes	29,767	36,916	32,769	39,126	6.0 %
522.2100	Retirement General Employee	62,341	41,835	39,580	47,717	14.1 %
523.0100	Health Insurance	68,334	93,653	88,116	102,080	9.0 %
523.0300	Insurance & EAP	1,266	1,578	1,481	1,657	5.0 %
524.0100	Workers' Compensation	2,230	2,123	2,123	1,793	(15.5)%
529.0000	Career Advancement	-	1,250	-	5,262	321.0 %
<b>Total Personnel Expenses</b>		<b>567,963</b>	<b>658,653</b>	<b>615,458</b>	<b>703,820</b>	<b>6.9 %</b>
531.0100	Consulting	2,100	6,950	6,950	60,000	763.3 %
531.0300	Membership Dues	1,264	1,959	1,959	1,974	0.8 %
531.1600	Contract Services	9,773	-	-	-	- %
532.0100	Audit Services	55,800	62,683	64,100	65,200	4.0 %
540.5100	Travel and Per Diem	5,260	8,915	8,915	10,100	13.3 %
541.1100	Communications	-	435	435	500	14.9 %
544.0500	Operating Lease	3,540	4,237	4,236	3,790	(10.5)%
545.1200	Insurance	15,019	16,368	16,327	21,680	32.5 %
546.3400	Repair & Maintenance	130	50	4	-	(100.0)%
546.4000	Vehicle Repair & Maintenance	8	250	250	150	(40.0)%
547.5100	Printing And Binding	43	441	441	460	4.3 %
549.3000	Sales Tax	1,608	2,100	2,100	2,100	- %
551.1200	Office Supplies	334	600	600	700	16.7 %
552.2300	Operating Expenses	4,271	4,980	4,753	5,480	10.0 %
552.3900	Safety Program Expense	160	250	250	300	20.0 %
552.4200	Small Tools/Equipment	2,543	500	500	500	- %
552.5100	Uniform Purchases And Cleaning	550	912	912	980	7.5 %
554.1200	Publications	569	600	600	605	0.8 %
555.1300	Technical/Training	4,028	8,374	8,374	6,334	(24.4)%
<b>Total Operating Expenses</b>		<b>107,000</b>	<b>120,604</b>	<b>121,706</b>	<b>180,853</b>	<b>50.0 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 674,963</b>	<b>\$ 779,257</b>	<b>\$ 737,164</b>	<b>\$ 884,673</b>	<b>13.5 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Finance - 515**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Price</u>	<u>Budget</u>
001-515-512.0100 Regular Salaries			
Regular Salaries	1	506,185	506,185
Totals for GL# 001-515-512.0100: Regular Salaries			506,185
001-515-521.0100 FICA Taxes			
FICA Taxes	1	39,126	39,126
Totals for GL# 001-515-521.0100: FICA Taxes			39,126
001-515-522.2100 Retirement General Employee			
General Employee Pension	1	47,717	47,717
Totals for GL# 001-515-522.2100: Retirement General Employee			47,717
001-515-523.0100 Health Insurance			
Health Insurance	1	102,080	102,080
Totals for GL# 001-515-523.0100: Health Insurance			102,080
001-515-523.0300 Life Insurance			
Life Insurance	1	1,657	1,657
Totals for GL# 001-515-523.0300: Life Insurance			1,657
001-515-524.0100 Workers' Compensation			
Workers' Compensation	1	1,793	1,793
Totals for GL# 001-515-524.0100: Workers' Compensation			1,793
001-515-529.0000 Career Advancement			
Career Advancement	1	5,262	5,262
Totals for GL# 001-515-529.0000: Career Advancement			5,262
001-515-531.0100 Consulting			
HCA Citywide Inventory Audit	1	15,000	15,000
OPEB Valuation (Aug 2024)	1	5,000	5,000
Purchasing Consultant	1	15,000	15,000
Risk Mgmt Citywide Consultant	1	25,000	25,000
Totals for GL# 001-515-531.0100: Consulting			60,000
001-515-531.0300 Membership Dues			
Amazon Business Prime	1	180	180
American Payroll Association (RS)	1	35	35
Costco (May 2024)	1	150	150
FAPPO Dues	2	120	240
FGFOA Dues	5	75	375
GFOA Dues	2	170	340
NIGP National Dues	2	190	380
NIGP Sarasota Chapter Dues	2	32	64
NIGP Tampa Chapter Dues	3	35	105
Sam's Club	1	55	55
SWFL GFOA Chapter Dues	5	10	50
Totals for GL# 001-515-531.0300: Membership Dues			1,974



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Finance - 515**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Price</u>	<u>Budget</u>
001-515-532.0100 Audit Services			
2023 Audit Services (Year 3 Of 3)	1	55,700	55,700
Audit Letter	1	500	500
Single Audit (ARPA/CDBG)	2	4,500	9,000
Totals for GL# 001-515-532.0100: Audit Services			65,200
001-515-540.5100 Travel and Per Diem			
Chapter Travel	1	200	200
FAPPO Conference	2	600	1,200
FGFOA Annual Conference (MM, NB, ED)	3	1,000	3,000
FGFOA School Of Finance - (MM, RS, NB, ED)	4	1,000	4,000
GFOA Conference (CM)	1	1,000	1,000
Local Classes	1	500	500
NIGP Classes	2	100	200
Totals for GL# 001-515-540.5100: Travel and Per Diem			10,100
001-515-541.1100 Communications			
MiFi Finance	1	500	500
Totals for GL# 001-515-544.1100: Communications			500
001-515-544.0500 Operating Lease			
Color Copies For ACFR/Budget	1	250	250
Copier Pages Copied/Printed	1	900	900
New Copier Lease: Pmnt 4-15 Of 36	12	220	2,640
Totals for GL# 001-515-544.0500: Operating Lease			3,790
001-515-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	5,420	21,680
Totals for GL# 001-515-545.1200: Insurance			21,680
001-515-546.4000 Vehicle Repair & Maintenance			
Forklift Maintenance	1	150	150
Totals for GL# 001-515-546.4000: Vehicle Repair & Maintenance			150
001-515-547.5100 Printing and Binding			
AP Checks	1	300	300
Business Cards	2	80	160
Totals for GL# 001-515-547.5100: Printing and Binding			460
001-515-549.3000 Sales Tax			
Monthly Sales Taxes	1	2,100	2,100
Totals for GL# 001-515-549.3000: Sales Tax			2,100
001-515-551.1200 Office Supplies			
Budget/ACFR Materials	1	100	100
Forms-W-2'S, 1099'S	1	100	100
Miscellaneous Office Supplies	1	500	500
Totals for GL# 001-515-551.1200: Office Supplies			700





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Finance - 515**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Price</u>	<u>Budget</u>
001-515-552.2300 Operating Expenses			
ACFR Award Fee	1	460	460
Budget Award Fee	1	345	345
Capital Lease Attorney Opinion Letter	1	4,500	4,500
Propane For Warehouse Forklift	1	175	175
Totals for GL# 001-515-552.2300: Operating Expenses			5,480
001-515-552.3900 Safety Program Expense			
Safety Footwear Program	2	150	300
Totals for GL# 001-515-552.3900: Safety Program Expense			300
001-515-552.4200 Small Tools/Equipment			
Miscellaneous Equipment	1	500	500
Totals for GL# 001-515-552.4200: Small Tools/Equipment			500
001-515-552.5100 Uniform Purchases and Cleaning			
Shirts For Finance Staff	7	60	420
Shirts For Warehouse Operator	5	60	300
Uniform Pants Rental	52	5	260
Totals for GL# 001-515-552.5100: Uniform Purchases and Cleaning			980
001-515-554.1200 Publications			
Accounting/Purchasing Reference	1	495	495
GFOA Blue Book E-Updates	1	65	65
Subscription Consumer Reports	1	45	45
Totals for GL# 001-515-554.1200: Publications			605
001-515-555.1300 Technical/Training			
CGFO Review/Test (ED)	3	45	135
FAPPO Conference	2	450	900
FGFOA Annual Conference (MM, ED, NB)	3	425	1,275
Fred Pryor (PS)	1	199	199
GFOA Annual Conference - CM (Orl)	1	425	425
Govt School Of Finance - (CM, MM, RS)	3	400	1,200
Local Training/Webinars	1	800	800
NIGP Purchasing Class	2	700	1,400
Totals for GL# 001-515-555.1300: Technical/Training			6,334
<b>Totals for Dept 515-Finance</b>			<b>\$ 884,673</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Human Resources Department – 516

General Fund – 001

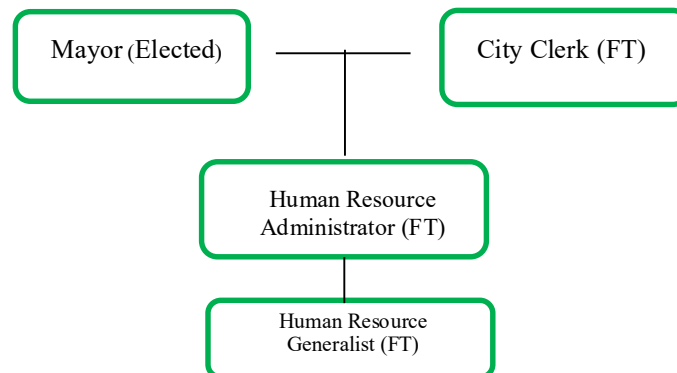
### Department Mission:

To maximize the potential of individuals and the organization by recruiting, developing and retaining a high-performing and diverse workforce that promotes and supports outstanding customer service.

### Primary Duties:

- Contributes to recruitment, pre-employment, records management, compensation, benefits administration, medical screening, and organizational development
- Responsible for onboarding and separating of City personnel
- Updating and administrating the City's Personnel policy
- Coordinate with other departments and external partners for HR communications
- Assist with employee relations issues and concerns
- Responsible for maintaining the retirees pension communication

### Organizational Chart:



### Department Objectives:

- Being a small department, it is a challenge to meet deadlines and address emergency issues on a daily basis.
- To continue streamlining HR processes to work most effectively.
- Continue to recognize employees for the outstanding contribution to the City.
- Establish a culture that revolves around the City's mission and vision.

### Goals & Accomplishments:

- Launched a successful employee Wellness program.
- Aided employees and retirees during open enrollment period; assisted employees with completion of the wellness activities
- Reduce the number of terminations within two years of employment
- Promoted flu shots and blood donation to employees.
- Reduce the number of days between vacancy and hire.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Human Resources Department – 516

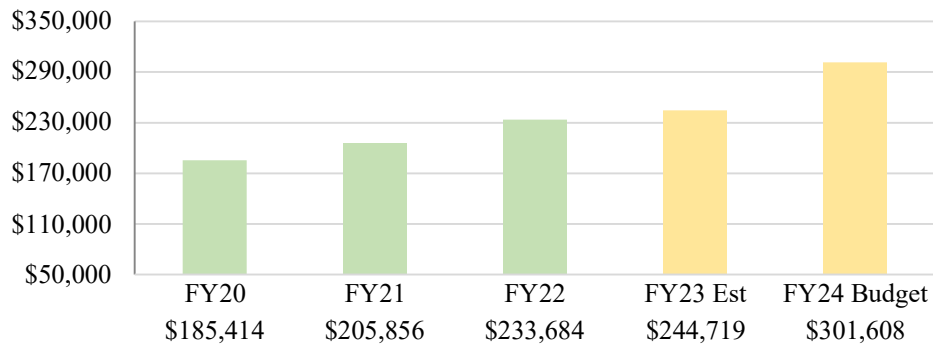
General Fund – 001

## Performance Indicators:

Task	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Projected
*Employees > 10 years of Service	38	40	40	44	42
Terminations < 2 year	1	3	8	18	10
Positions - Terminated	30	26	39	19	20
Positions - Open	10	22	27	28	25
Positions - Hired	18	25	33	24	25
Budgeted Positions	145	143	144	142	142
Total fiscal year health insurance cost	\$1,141,723	\$1,082,188	\$1,221,300	1,258,959	1,423,208

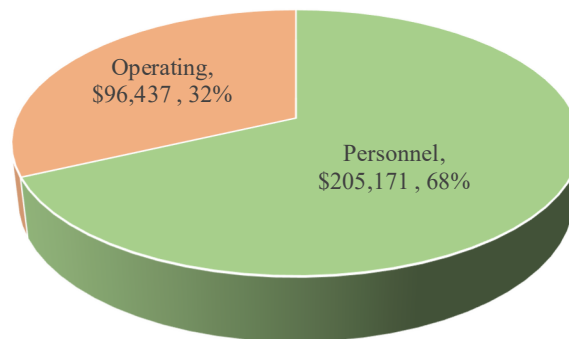
\*Active as of 9/30/23

## Departmental Expenditures



Note: FY21 includes a onetime expense for a salary study  
FY21 Part-time position changed to Full-time

## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-516 - HUMAN RESOURCES**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
001-516						
<b>EXPEDITURES</b>						
512.0100	Regular Salaries	\$ 124,387	\$ 140,526	\$ 140,560	\$ 148,957	6.0 %
513.0100	Part Time Wages	602	-	-	-	- %
515.2200	Employee Recognition	1,150	1,000	1,000	1,000	- %
521.0100	FICA Taxes	9,547	11,210	10,755	11,701	4.4 %
522.2100	Retirement General Employee	19,126	12,270	12,390	14,269	16.3 %
523.0100	Health Insurance	12,208	18,872	18,872	20,570	9.0 %
523.0300	Insurance & EAP	384	456	412	486	6.6 %
524.0100	Workers' Compensation	311	252	269	209	(17.1)%
525.0000	Unemployment Expense	-	5,578	5,578	5,000	(10.4)%
529.0000	Career Advancement	-	-	-	2,979	- %
<b>Total Personnel Expenses</b>		<b>167,715</b>	<b>190,164</b>	<b>189,836</b>	<b>205,171</b>	<b>7.9 %</b>
531.0300	Membership Dues	514	514	514	640	24.5 %
531.1600	Contract Services	36,976	27,522	27,522	37,522	36.3 %
534.2100	Employee Testing	6,396	8,182	8,182	8,165	(0.2)%
540.5100	Travel and Per Diem	1,677	3,122	3,700	3,700	18.5 %
541.1100	Communications	347	360	360	500	38.9 %
545.1200	Insurance	4,128	4,540	4,527	6,012	32.4 %
546.3400	Repair & Maintenance	90	100	100	100	- %
547.5100	Printing And Binding	39	1,000	1,000	1,000	- %
548.9100	Promotional Advertising	1,770	12,000	11,805	9,000	(25.0)%
551.1200	Office Supplies	132	400	400	400	- %
552.2300	Operating Expenses	8,449	14,830	14,830	23,680	59.7 %
552.3900	Safety Program Expense	2,310	-	-	2,300	- %
552.4200	Small Tools/Equipment	1,009	150	150	200	33.3 %
552.5100	Uniform Purchases And Cleaning	115	200	200	200	- %
554.1200	Publications	-	500	500	500	- %
555.1300	Technical/Training	2,018	2,598	2,598	2,518	(3.1)%
<b>Total Operating Expenses</b>		<b>65,970</b>	<b>76,018</b>	<b>76,388</b>	<b>96,437</b>	<b>26.9 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 233,685</b>	<b>\$ 266,182</b>	<b>\$ 266,224</b>	<b>\$ 301,608</b>	<b>13.3 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Human Resources - 516**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-516-512.0100 Regular Salaries			
Regular Salaries	1	148,957	148,957
Totals for GL# 001-516-512.0100: Regular Salaries			148,957
001-516-515.2200 Employee Recognition			
Employee Recognition - Quarterly	4	150	600
Employee Recognition - Year	1	400	400
Totals for GL# 001-516-515.2200: Employee Recognition			1,000
001-516-521.0100 FICA Taxes			
FICA Taxes	1	11,701	11,701
Totals for GL# 001-516-521.0100: FICA Taxes			11,701
001-516-522.2100 Retirement General Employee			
General Employee Pension	1	14,269	14,269
Totals for GL# 001-516-522.2100: Retirement General Employee			14,269
001-516-523.0100 Health Insurance			
Health Insurance	1	20,570	20,570
Totals for GL# 001-516-523.0100: Health Insurance			20,570
001-516-523.0300 Life Insurance			
Life Insurance	1	486	486
Totals for GL# 001-516-523.0300: Life Insurance			486
001-516-524.0100 Workers' Compensation			
Workers' Compensation	1	209	209
Totals for GL# 001-516-524.0100: Workers' Compensation			209
001-516-525.0000 Unemployment Expense			
Unemployment Expense	1	5,000	5,000
Totals for GL# 001-516-525.0000: Unemployment Expense			5,000
001-516-529.0000 Career Advancement			
Career Advancement	1	2,979	2,979
Totals for GL# 001-516-529.0000: Career Advancement			2,979
001-516-531.0300 Membership Dues			
FPHRA Annual Dues (FL Professional HR Assoc.)	2	125	250
SHRA	1	115	115
SHRM/SHRA (Combined)	1	275	275
Totals for GL# 001-516-531.0300: Membership Dues			640



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Human Resources - 516**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-516-531.1600 Contract Services			
Agent Fee - Health Insurance	1	20,000	20,000
Drug Screen Monthly Fee	12	150	1,800
EAP Monthly Fee	12	231	2,772
Misc. Drug Testing (On-Site Post Accident, Suspicion	1	350	350
Misc. Testing	1	2,600	2,600
Talent Solutions Firm /Recruiting	1	10,000	10,000
Totals for GL# 001-516-531.1600: Contract Services			37,522
001-516-534.2100 Pre-Employment Testing			
General Pre Employment Background Testing	1	1,120	1,120
General Pre-Employment Physical & Drug Screen	1	3,300	3,300
PD Pre Employment Testing/Credit Check	1	1,345	1,345
PD Psychological Testing	1	2,400	2,400
Totals for GL# 001-516-534.2100: Pre-Employment Testing			8,165
001-516-540.5100 Travel and Per Diem			
FPHRA (Meals Not Included And Hotel & Parking)	2	1,500	3,000
Local Meetings/Training	2	100	200
SHRA Chapter Meeting	10	50	500
Totals for GL# 001-516-540.5100: Travel and Per Diem			3,700
001-516-541.1100 Communications			
State Of FL HR Fax Line	1	500	500
Totals for GL# 001-516-541.1100: Communications			500
001-516-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	1,503	6,012
Totals for GL# 001-516-545.1200: Insurance			6,012
001-516-546.3400 Repair & Maintenance			
Misc Repairs	1	100	100
Totals for GL# 001-516-546.3400: Repair & Maintenance			100
001-516-547.5100 Printing and Binding			
General Printing Materials	1	500	500
Internal Training Materials	1	500	500
Totals for GL# 001-516-547.5100: Printing and Binding			1,000
001-516-548.9100 Promotional Advertising			
Recruitment Advertisement	1	9,000	9,000
Totals for GL# 001-516-548.9100: Promotional Advertising			9,000
001-516-551.1200 Office Supplies			
Office Supplies	1	400	400
Totals for GL# 001-516-551.1200: Office Supplies			400



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Human Resources - 516**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-516-552.2300 Operating Expenses			
Badge Supplies	1	500	500
Employee Appreciation Events	1	6,500	6,500
Employee Recognition	1	1,200	1,200
Labor Law Posters	8	35	280
New Employee Items	1	350	350
New Hire Orientation Supplies	1	400	400
Novatime (Andrews Technology)	1	14,250	14,250
Recruiting Supplies	1	200	200
Totals for GL# 001-516-552.2300: Operating Expenses			23,680
001-516-552.3900 Safety Program Expense			
CPR / AED Recert & New Hires	1	2,300	2,300
Totals for GL# 001-516-552.3900: Safety Program Expense			2,300
001-516-552.4200 Small Tools/Equipment			
Small Tools	1	200	200
Totals for GL# 001-516-552.4200: Small Tools/Equipment			200
001-516-552.5100 Uniform Purchases and Cleaning			
Shirts For HR Staff	2	100	200
Totals for GL# 001-516-552.5100: Uniform Purchases and Cleaning			200
001-516-554.1200 Publications			
Updated Publications	1	500	500
Totals for GL# 001-516-554.1200: Publications			500
001-516-555.1300 Technical/Training			
(Fred) Pryor+	2	199	398
FPHRA Annual Conference Registration	2	400	800
Local Training	2	200	400
SHRM Test (Member)	1	410	410
SHRM Test (Non -Member)	1	510	510
Totals for GL# 001-516-555.1300: Technical/Training			2,518
<b>Totals for Dept 516-Human Resources</b>			<b>\$ 301,608</b>





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Events and Facilities – 579

General Fund – 001

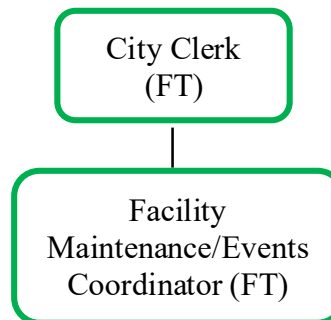
### Department Mission:

To develop and administer safe, well-rounded community programs and facilities that meets the needs of Palmetto residents and visitors of all ages. Facilities and program offerings strive to meet the physical, social, and emotional health needs of users who are living longer, healthier, more active lifestyles.

### Primary Duties:

Department serves as the central point of contact for various City-owned facilities throughout the City of Palmetto, responsible for the rental and administration, property maintenance, logistics and all technical issues associated with the rentals, special function processes. To promote and coordinate safe events and facility rentals to be enjoyed by City residents and guests.

### Organizational Chart:



### Department Objectives:

- Make improvements to the facilities in all City parks.
- Provide prompt and complete service for rentals to City property.
- Coordinate with internal staff and vendors to provide for support for the Manatee County fair, 4<sup>th</sup> of July fireworks and other events.
- Ensure City property is maintained to be safe, attractive, and functional.

### Goals & Accomplishments:

- Establish performance indicators for future measurement.
- To evaluate and provide input on the maintenance status of City facility buildings.
- To provide additional maintenance on several buildings within the Historical Park.
- Access building assets for repair and replacement budgetary needs.
- Coordinate Employee safety courses as they related to the work environment.
- Present measures that execute the upgrades to meet new code standards on existing buildings.



CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

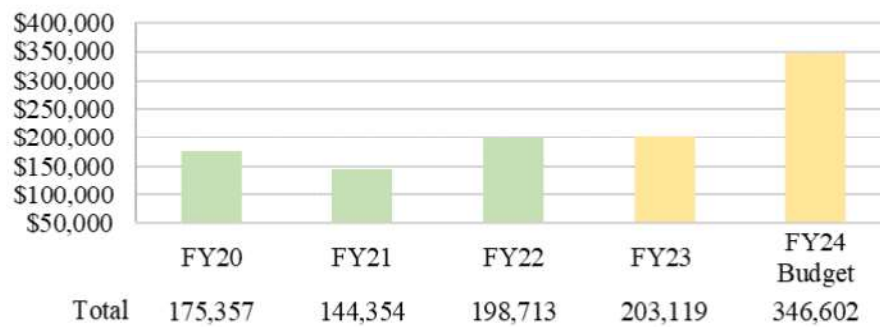
Events and Facilities – 579

General Fund – 001

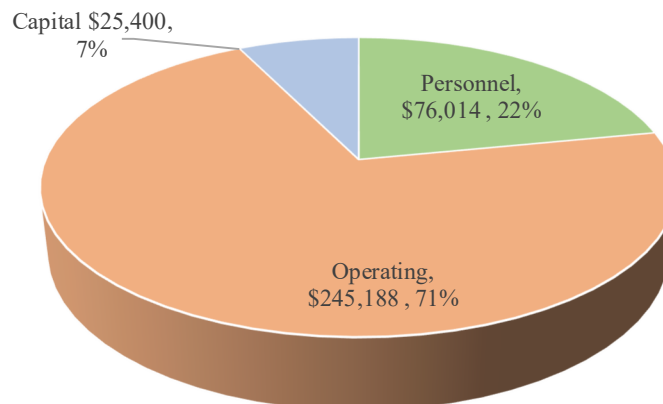
Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Park Rentals	24	46	30	35
Special Event Applications	26	29	26	30

**Departmental Expenditures**



**Budget by Category**





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-579 - EVENTS AND FACILITIES**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
001-579	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 43,619	\$ 47,222	\$ 36,575	\$ 51,000	8.0 %
514.0100	Overtime - GE	2,127	4,000	2,976	4,000	- %
514.0150	Overtime - Holiday GE	481	-	481	-	- %
521.0100	FICA Taxes	3,528	3,991	3,056	4,209	5.5 %
522.2100	Retirement General Employee	7,165	4,523	3,515	5,131	13.4 %
523.0100	Health Insurance	109	-	8,007	10,285	- %
523.0300	Insurance & EAP	143	143	131	162	13.3 %
524.0100	Workers' Compensation	1,412	1,429	1,078	1,227	(14.1)%
529.0000	Career Advancement	-	944	-	-	(100.0)%
<b>Total Personnel Expenses</b>		<b>58,584</b>	<b>62,252</b>	<b>55,819</b>	<b>76,014</b>	<b>22.1 %</b>
531.1600	Contract Services	-	1,025	1,025	1,025	- %
534.4200	Building Demolition	-	6,000	6,000	80,000	1,233.3 %
540.5100	Travel and Per Diem	-	499	800	650	30.3 %
541.1100	Communications	478	600	600	1,100	83.3 %
544.1500	Rental Expenses	245	2,000	-	500	(75.0)%
545.1200	Insurance	2,503	2,204	2,204	2,468	12.0 %
546.3400	Repair & Maintenance	24,599	32,750	31,250	29,464	(10.0)%
546.4000	Vehicle Repair & Maintenance	10	564	403	500	(11.3)%
547.5100	Printing And Binding	707	1,050	1,050	880	(16.2)%
549.9600	Bank Service Charges	129	537	536	400	(25.5)%
551.1200	Office Supplies	107	120	120	100	(16.7)%
552.1500	Fuel and Lubricants	1,083	1,450	1,100	1,450	- %
552.2300	Operating Expenses	148	300	300	3,300	1,000.0 %
552.3000	Community Outreach Expense	922	2,330	1,783	500	(78.5)%
552.3900	Safety Program Expense	134	200	200	100	(50.0)%
552.4200	Small Tools/Equipment	784	1,250	1,250	1,250	- %
552.5100	Uniform Purchases And Cleaning	114	125	125	125	- %
552.7100	Fairs & Festivals	44,747	52,793	54,724	54,474	3.2 %
552.7200	Palmetto Historical Park	28,676	20,950	20,950	43,788	109.0 %
552.7400	Ag Museum	4,898	12,368	12,000	21,615	74.8 %
554.0100	Non-Capitalized Equipment	3,159	1,064	1,064	599	(43.7)%
555.1300	Technical/Training	-	600	229	900	50.0 %
<b>Total Operating Expenses</b>		<b>113,443</b>	<b>140,779</b>	<b>137,713</b>	<b>245,188</b>	<b>74.2 %</b>
562.0000	Building Improvements	8,814	979	980	-	(100.0)%
564.0100	Machinery & Equipment	6,400	-	-	25,400	- %
<b>Total Capital Purchases</b>		<b>15,214</b>	<b>979</b>	<b>980</b>	<b>25,400</b>	<b>2,494.5 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-579 - EVENTS AND FACILITIES**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	
<b>001-579</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>% Change of Budget</b>
571.0100	Princ - Lease	11,047	8,487	8,487	-	(100.0)%
572.0100	Interest Expense - Lease	425	120	120	-	(100.0)%
	<b>Total Debt Service</b>	<b>11,472</b>	<b>8,607</b>	<b>8,607</b>	<b>-</b>	<b>(100.0)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 198,713</b>	<b>\$ 212,617</b>	<b>\$ 203,119</b>	<b>\$ 346,602</b>	<b>63.0 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Events And Facilities - 579**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-579-512.0100 Regular Salaries			
Regular Salaries	1	51,000	51,000
Totals for GL# 001-579-512.0100: Regular Salaries			51,000
001-579-514.0100 Overtime - GE			
Overtime	1	4,000	4,000
Totals for GL# 001-579-514.0100: Overtime - GE			4,000
001-579-521.0100 FICA Taxes			
FICA Taxes	1	4,209	4,209
Totals for GL# 001-579-521.0100: FICA Taxes			4,209
001-579-522.2100 Retirement General Employee			
General Employee Pension	1	5,131	5,131
Totals for GL# 001-579-522.2100: Retirement General Employee			5,131
001-579-523.0100 Health Insurance			
Health Insurance	1	10,285	10,285
Totals for GL# 001-579-523.0100: Health Insurance			10,285
001-579-523.0300 Life Insurance			
Life Insurance	1	162	162
Totals for GL# 001-579-523.0300: Life Insurance			162
001-579-524.0100 Workers' Compensation			
Workers' Compensation	1	1,227	1,227
Totals for GL# 001-579-524.0100: Workers' Compensation			1,227
001-579-531.1600 Contract Services			
Pest Control Vector Control ( Citywide )	1	1,025	1,025
Totals for GL# 001-579-531.1600: Contract Services			1,025
001-579-534.4200 Building Demolition			
Demo of Old Police Building	1	80,000	80,000
Totals for GL# 001-579-534.4200: Building Demolition			80,000
001-579-540.5100 Travel and Per Diem			
Playground Safety Course	1	650	650
Totals for GL# 001-579-540.5100: Travel and Per Diem			650
001-579-541.1100 Communications			
Cell Phone Service	1	500	500
Suncom (Elevator)	1	600	600
Totals for GL# 001-579-541.1100: Communications			1,100



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Events And Facilities - 579**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-579-544.1500 Rental Expenses			
Misc Event Rentals - Reimbursements - Jerry Hill	1	500	500
Totals for GL# 001-579-544.1500: Rental Expenses			500
001-579-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	617	2,468
Totals for GL# 001-579-545.1200: Insurance			2,468
001-579-546.3400 Repair & Maintenance			
17th Street Park - Misc Repairs	1	500	500
A/C Maintenance (Quarterly)	4	241	964
City Hall - Landscape Materials	1	500	500
City Hall - Misc Repairs	1	1,500	1,500
Estuary Park - Misc Repairs	1	1,500	1,500
Hidden Lake Park - Misc Repairs	1	250	250
MLK Park - Misc Repairs	1	500	500
Park Security Enhancement	1	20,000	20,000
Police Department - A/C Repairs	1	250	250
Police Department - Misc Repairs (New)	1	250	250
Public Works - Misc Repairs	1	500	500
Riverside - Misc Repairs	1	1,000	1,000
Sutton Park - Misc Repairs	1	1,500	1,500
Taylor Park - Misc Repairs	1	250	250
Totals for GL# 001-579-546.3400: Repair & Maintenance			29,464
001-579-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	500	500
Totals for GL# 001-579-546.4000: Vehicle Repair & Maintenance			500
001-579-547.5100 Printing and Binding			
News in Brief	4	220	880
Totals for GL# 001-579-547.5100: Printing and Binding			880
001-579-549.9600 Bank Service Charges			
Credit Card Fees	1	400	400
Totals for GL# 001-579-549.9600: Bank Service Charges			400
001-579-551.1200 Office Supplies			
Miscellaneous Supplies	1	100	100
Totals for GL# 001-579-551.1200-OFFICE SUPPLIES			100
001-579-552.1500 Fuel and Lubricants			
Ford Transit	1	1,450	1,450
Totals for GL# 001-579-552.1500: Fuel and Lubricants			1,450



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Events And Facilities - 579**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-579-552.2300 Operating Expenses			
Misc Items From Central Store	1	300	300
Movie In The Park Movie Rentals	1	3,000	3,000
Totals for GL# 001-579-552.2300: Operating Expenses			3,300
001-579-552.3000 Living Tree Memorial Expense			
Living Tree Plaque and Tree Expense	1	500	500
Totals for GL# 001-579-552.3000: Safety Program Expense			500
001-579-552.3900 Safety Program Expense			
Misc Safety Materials	1	100	100
Totals for GL# 001-579-552.3900: Safety Program Expense			100
001-579-552.4200 Small Tools/Equipment			
Miscellaneous Small Hand Tools	1	1,250	1,250
Totals for GL# 001-579-552.4200: Small Tools/Equipment			1,250
001-579-552.5100 Uniform Purchases and Cleaning			
Uniform Shirts	1	125	125
Totals for GL# 001-579-552.5100: Uniform Purchases and Cleaning			125
001-579-552.7100 Fairs & Festivals			
Advance Tickets For Volunteers	1	224	224
Booth Design Based On Theme	1	1,500	1,500
Booth Rental & Security Passes	1	650	650
Fair Sponsorship	1	2,000	2,000
Fireworks Display	1	50,000	50,000
Games For Movie In The Park	1	100	100
Totals for GL# 001-579-552.7100: Fairs & Festivals			54,474
001-579-552.7200 Palmetto Historical Park			
A/C Maintenance (Quarterly)	4	511	2,045
Carnegie - Clean Mildew And Repaint Windows	1	12,000	12,000
Cottage House Porch Repairs	1	5,000	5,000
Elevator Inspection	1	175	175
Elevator Service	1	1,800	1,800
Gen Liab, Auto, Property Insurance	4	4,987	19,948
General Repair And Maintenance	1	1,500	1,500
Pest Control	1	520	520
School House Duct Repair	1	800	800
Totals for GL# 001-579-552.7200: Palmetto Historical Park			43,788





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Events And Facilities - 579**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-579-552.7400 Ag Museum			
A/C Maintenance (Quarterly)	4	241	963
FPL	1	7,820	7,820
Gen Liab, Auto, Property Insurance	4	2,158	8,632
Misc Building Maintenance	1	3,000	3,000
Water	1	1,200	1,200
Totals for GL# 001-579-552.7400: Ag Museum			21,615
001-579-554.0100 Non-Capitalized Equipment			
Portable Table Saw	1	599	599
Totals for GL# 001-579-554.0100: Non-Capitalized Equipment			599
001-579-555.1300 Technical/Training			
Drone License Class	1	375	375
Playground Inspector Training	1	525	525
Totals for GL# 001-579-555.1300: Technical/Training			900
001-579-564.0100 Machinery & Equipment			
A/C Unit Replacement	1	10,000	10,000
New Replacement A/C For Carnegie Library Unit 3	1	10,000	10,000
New Replacement Mini-Split For PW's	1	5,400	5,400
Totals for GL# 001-579-564.0100: Machinery & Equipment			25,400
<b>Totals for Dept 579-Events and Facilities</b>			<b>\$ 346,602</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Police Department – 521

Fund: General Fund - 001

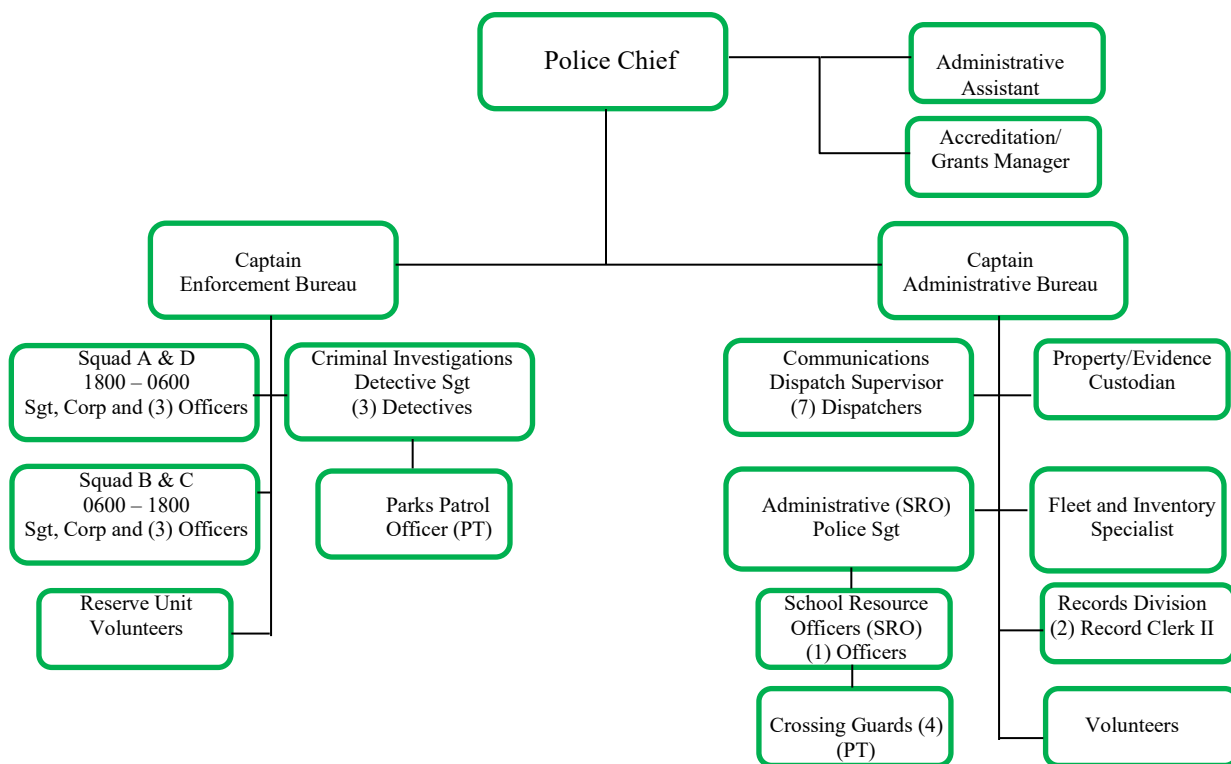
### Department Mission:

To maintain order, provide a safe and pleasant community for our citizens and visitors, recruit and develop a sustainable workforce that demonstrates proficiency and professionalism while creating a sense of trust and partnership throughout the community. The Police Department is accredited by the Commission for Florida Law Enforcement Accreditation (CFA).

### Primary Duties:

- Provide a professional law enforcement service to the Palmetto citizens and visitors.
- Ensure the safety and wellbeing of citizens and visitors by protecting life and property.
- Responsible for crime prevention, investigation and apprehension of crimes and offenders.

### Organizational Chart:



### Department Objectives:

- Retain current personnel and recruit new, qualified personnel in an increasingly competitive job market
- Increase staffing to allow for the creation of a specialty investigative unit to address criminal issues that the Department is currently hard pressed to address.
- Transition to FIBRs incident reporting system



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Police Department – 521

Fund: General Fund - 001

**Accomplishments:**

- Opened new 20,000 square foot police facility that was completed in the spring 2023.
- The city saw an overall reduction in crime for calendar year 2023.
- The Police Department received accreditation on July 26<sup>th</sup>, 2023, with the highest honor of Excelsior Status for superior performance over the past 16 years.

**Goals:**

- Continue to work with the community to discourage crime and reduce the number of crimes committed within the city.
- Continue to find ways to retain current personnel and recruit new, qualified personnel in an increasingly competitive job market.
- Increase staffing to allow for the creation of specialty investigative units to address crime that the Department is currently hard pressed to address.
- Implemented a body-worn camera system.

**Performance Indicators:**

<b>Task</b>	<b>FY2021 Actual</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Projected</b>
Total Calls	19885	11361	16020	15755
Traffic Tickets Issued	1363	843	2152	1453
Traffic Crash Reports	677	372	667	572
Part 1 Criminal Offenses	584	483	498	522
Prescription Dropbox (lbs.)	432	171	265	289

**Capital Outlay:**

<b>Funding Source</b>	<b>Description</b>	<b>Amount</b>
Capital Lease	Patrol Vehicles (4)	272,000
Capital Lease	Mobile Radio (4)	6,500
Capital Lease	Docking Station (4)	4,000
Fund Balance	Gym Equipment (4)	5,000
<b>Total</b>		<b>\$287,500</b>

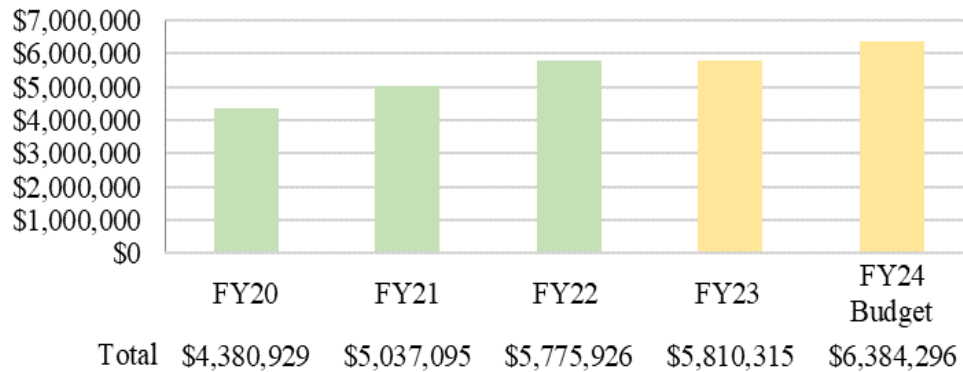


**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

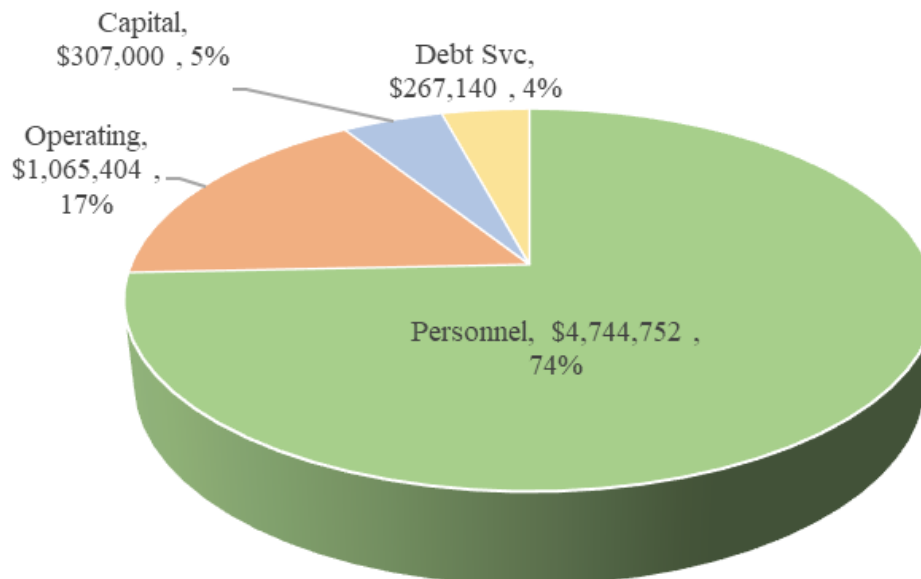
Police Department – 521

Fund: General Fund - 001

**Departmental Expenditures**



**Budget by Category**





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-521 - POLICE DEPARTMENT**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>001-521</b>						
<b>EXPENDITURES</b>						
511.0100	Executive Salaries	\$ 286,910	\$ 308,675	\$ 308,675	\$ 327,196	6.0 %
512.0100	Regular Salaries	645,487	730,430	698,618	774,815	6.1 %
512.0200	Sworn Officer's Wages	1,598,730	1,796,255	1,564,281	1,873,829	4.3 %
513.0100	Part Time Wages	38,077	38,710	36,533	42,757	10.5 %
513.0200	School Crossing Guards	65,591	72,929	70,216	76,748	5.2 %
514.0100	Overtime - GE	31,113	32,960	75,678	32,960	- %
514.0150	Overtime - Holiday GE	13,111	14,000	12,383	14,000	- %
514.0200	Overtime - Sworn	128,501	75,020	227,667	75,020	- %
514.0250	Overtime - Holiday Sworn Officers	19,210	20,000	19,529	20,000	- %
515.1000	Incentive Payments To Officers	22,720	29,685	24,031	29,685	- %
515.2100	Clothing Allowance - Taxable	3,500	3,500	3,500	3,500	- %
515.3000	On Call Pay	6,795	13,104	9,338	13,104	- %
521.0100	FICA Taxes	207,113	240,234	222,126	251,960	4.9 %
522.2100	Retirement General Employee	87,775	62,460	63,443	71,035	13.7 %
522.2400	Retirement Sworn	348,520	323,863	330,611	432,251	33.5 %
523.0100	Health Insurance	489,599	591,212	513,349	610,137	3.2 %
523.0300	Insurance & EAP	7,980	8,960	8,322	9,322	4.0 %
524.0100	Workers' Compensation	108,374	91,835	91,835	76,433	(16.8)%
529.0000	Career Advancement	-	5,000	-	10,000	100.0 %
<b>Total Personnel Expenses</b>		<b>4,109,106</b>	<b>4,458,832</b>	<b>4,280,135</b>	<b>4,744,752</b>	<b>6.4 %</b>
531.0100	Consulting	7,608	30,435	15,000	33,000	8.4 %
531.0300	Membership Dues	1,408	4,295	4,300	4,750	10.6 %
531.1600	Contract Services	6,705	6,815	14,942	49,340	624.0 %
534.2100	Employee Testing	535	2,500	2,500	3,000	20.0 %
534.1600	Nuisance Abatement	-	-	-	15,000	- %
535.2100	Special Investigation Account	3,352	45,870	45,870	50,400	9.9 %
540.5100	Travel and Per Diem	15,859	24,400	20,000	17,500	(28.3)%
541.1100	Communications	53,369	76,033	76,033	74,200	(2.4)%
542.1200	Postage/Mailing Service	321	1,800	1,800	2,300	27.8 %
543.0000	Utility Services	33,864	33,000	47,500	54,000	63.6 %
544.0500	Operating Lease	4,665	5,830	5,830	5,700	(2.2)%
545.1200	Insurance	116,574	133,751	160,380	258,889	93.6 %
545.9900	Insurance Contingency - Vehicle	7,276	5,000	5,000	5,000	- %
546.3400	Repair & Maintenance	5,347	9,100	22,500	6,000	(34.1)%
546.4000	Vehicle Repair & Maintenance	84,660	90,800	120,000	120,400	32.6 %
546.4000-8212	Vehicle Repair/Maint - CRA Plan	20,194	30,000	30,000	27,500	(8.3)%
546.5000	Marine Repair & Maintenance	1,369	2,000	2,000	2,000	- %
547.5100	Printing And Binding	6,590	8,775	9,225	6,220	(29.1)%
549.0400-0000	Partnership/Sponsorship	-	5,000	-	-	(100.0)%
549.0400-8212	Partnership/Sponsorship - CRA Plan	-	1,000	-	1,000	- %
551.1200	Office Supplies	6,425	8,450	8,450	8,800	4.1 %
552.0000	Hurricane Materials/Supplies	-	5,000	-	5,000	- %
552.1500	Fuel And Lubricants	112,450	95,200	102,000	96,000	0.8 %



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-521 - POLICE DEPARTMENT**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
001-521	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
552.1500-8212	Fuel And Lubricants - CRA Sub Plan	11,880	25,000	8,000	27,500	10.0 %
552.2300	Operating Expenses	42,808	69,019	70,000	86,025	24.6 %
552.2300-7521	Operating Expense - Chaplin	-	-	-	400	- %
552.2500	Spec Fund-Operating Supplies	-	20,090	20,090	-	(100.0)%
552.3000	Community Outreach Expense	3,635	7,000	3,000	7,000	- %
552.3900	Safety Program Expense	523	79	100	100	26.6 %
552.4200	Small Tools/Equipment	16,979	14,727	14,727	15,000	1.9 %
552.4200-9006	Small Tool/Equipment Bulletproof Vest	4,400	8,800	8,800	8,800	- %
552.5100	Uniform Purchases And Cleaning	16,915	31,839	31,839	33,080	3.9 %
554.0100	Non-Capitalized Equipment	-	17,254	16,354	6,000	(65.2)%
554.1200	Publications	2,013	2,400	2,400	2,600	8.3 %
554.1400	Accreditation	5,239	3,000	3,000	3,000	- %
555.1300	Technical/Training	21,844	20,410	17,500	29,900	46.5 %
<b>Total Operating Expenses</b>		<b>614,807</b>	<b>844,672</b>	<b>889,140</b>	<b>1,065,404</b>	<b>26.1 %</b>
562.0000-4101	Police Dept New Construction	457,484	1,678,898	1,755,964	-	(100.0)%
564.0100	Machinery & Equipment	75,199	89,874	89,874	5,000	(94.4)%
564.2500	Special fund - Equipment	-	36,170	36,170	-	(100.0)%
564.4900	Capital Leases	428,883	280,321	280,321	302,000	7.7 %
<b>Total Capital Purchases</b>		<b>961,566</b>	<b>2,085,263</b>	<b>2,162,329</b>	<b>307,000</b>	<b>(85.3)%</b>
571.0100	Princ - Lease	226,414	228,063	228,063	213,294	(6.5)%
572.0100	Interest Expense - Lease	7,214	10,591	10,591	11,104	4.8 %
573.0500	New Debt Service - Leases	-	-	-	42,742	- %
<b>Total Debt Service</b>		<b>233,628</b>	<b>238,654</b>	<b>238,654</b>	<b>267,140</b>	<b>11.9 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 5,919,107</b>	<b>\$ 7,627,421</b>	<b>\$ 7,570,258</b>	<b>\$ 6,384,296</b>	<b>(16.3)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Police Department - 521**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-521-511.0100 Executive Salaries			
Executive Salaries	1	327,196	327,196
Totals for GL# 001-521-511.0100: Executive Salaries			327,196
001-521-512.0100 Regular Salaries			
Regular Salaries	1	774,815	774,815
Totals for GL# 001-521-512.0100: Regular Salaries			774,815
001-521-512.0200 Sworn Officer'S Wages			
Sworn Officer's Wages	1	1,873,829	1,873,829
Totals for GL# 001-521-512.0200: Sworn Officer's Wages			1,873,829
001-521-513.0100 Part Time Wages			
Part Time Wages	1	42,757	42,757
Totals for GL# 001-521-513.0100: Part Time Wages			42,757
001-521-513.0200 School Crossing Guards			
School Crossing Guards	1	76,748	76,748
Totals for GL# 001-521-513.0200: School Crossing Guards			76,748
001-521-514.0100 Overtime - GE			
Overtime	1	32,960	32,960
Totals for GL# 001-521-514.0100: Overtime - GE			32,960
001-521-514.0150 Overtime - Holiday GE			
Overtime - Holiday	1	14,000	14,000
Totals for GL# 001-521-514.0150: Overtime - Holiday GE			14,000
001-521-514.0200 Overtime - Sworn			
Overtime	1	75,020	75,020
Totals for GL# 001-521-514.0200: Overtime - Sworn			75,020
001-521-514.0250 Overtime - Holiday Sworn			
Holiday Sworn	1	20,000	20,000
Totals for GL# 001-521-514.0250: Overtime - Holiday Sworn			20,000
001-521-515.1000 Incentive Payments To Officers			
Career Development	1	29,685	29,685
Totals for GL# 001-521-515.1000: Incentive Payments To Officers			29,685
001-521-515.2100 Clothing Allowance - Taxable			
Captains	2	500	1,000
Chief Of Police	1	500	500
Detective Sergeant	1	500	500
Detectives	3	500	1,500
Totals for GL# 001-521-515.2100: Clothing Allowance - Taxable			3,500
001-521-515.3000 On Call Pay			
On Call Pay Detectives	1	7,862	7,862
On Call Pay Traffic Homicide	1	5,242	5,242
Totals for GL# 001-521-515.3000-On Call Pay			13,104
001-521-521.0100 FICA Taxes			
FICA Taxes	1	251,960	251,960
Totals for GL# 001-521-521.0100: FICA Taxes			251,960





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Police Department - 521**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-521-522.2100 Retirement General Employee			
General Employee Pension	1	71,035	71,035
Totals for GL# 001-521-522.2100: Retirement General Employee			71,035
001-521-522.2400 Retirement Sworn			
Sworn Officers Retirement	1	432,251	432,251
Totals for GL# 001-521-522.2400: Retirement Sworn			432,251
001-521-523.0100 Health Insurance			
Health Insurance	1	610,137	610,137
Totals for GL# 001-521-523.0100: Health Insurance			610,137
001-521-523.0300 Life Insurance & EAP			
Life Insurance	1	9,322	9,322
Totals for GL# 001-521-523.0300: Life Insurance & EAP			9,322
001-521-524.0100 Workers' Compensation			
Workers' Compensation	1	76,433	76,433
Totals for GL# 001-521-524.0100: Workers' Compensation			76,433
001-521-529.0000 Career Advancement			
Recruitment Incentive	1	10,000	10,000
Totals for GL# 001-521-529.0000: Career Advancement			10,000
001-521-531.0100 Consulting			
Crime Analysis And CRA Sub Plan Consulting	1	33,000	33,000
Totals for GL# 001-521-531.0100: Consulting			33,000
001-521-531.0300 Membership Dues			
Amazon Business Prime	1	200	200
APCO International Inc.(Association of Police Dispatchers)	3	125	375
Communication Training Officer Recertification	4	75	300
Crime Stoppers Annual Membership For Agency	1	400	400
Fla. Dept. of Health (911 Cert.) For Dispatchers And Officers	12	75	900
Fla. Dept. of Health Dispatch Certification Program Renewal	1	100	100
Florida Police Chief Assoc (FPCA)	3	150	450
International Assoc. Chief Of Police (IACP)	1	150	150
Int'l Assoc. Of Law Enforcement Firearms Instructors	3	125	375
Int'l Assoc. of Property & Evidence (IAPE)	2	125	250
Manatee County Juvenile Justice Membership	1	100	100
Notary Renewals	4	100	400
Property & Evidence Assoc. Of Florida (PEAF)	2	125	250
Suncoast Crime Prevention Association	1	400	400
Tampa Bay Area Chief of Police	1	100	100
Totals for GL# 001-521-531.0300: Membership Dues			4,750
001-521-531.1600 Contract Services			
A/C Maintenance (Quarterly)	1	11,790	11,790
AED Maintenance	1	200	200
Cable TV Services	12	225	2,700
Fire Extinguisher Maintenance (Annual)	1	2,750	2,750
Fire Suppression Inspection	2	350	700
Janitorial Services	12	2,500	30,000
Pest Control Internal & External	12	100	1,200
Totals for GL# 001-521-531.1600: Contract Services			49,340
001-521-534.1600 Nuisance Abatement Non Pass Thru			
Derelict Boat Removal	1	15,000	15,000
Totals for GL# 001-521-534.1600: Nuisance Abatement Pass Thru			15,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Police Department - 521**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-521-534.2100 Employee Testing			
Employee Testing For Incidents	1	1,500	1,500
Fitness For Duty Testing	1	1,500	1,500
Totals for GL# 001-521-534.2100: Employee Testing			3,000
001-521-535.2100 Special Investigation Account			
Callyo Recording Software & Comp. Phone Search	1	5,200	5,200
Covert Track Software	1	2,200	2,200
Finder Software	1	5,000	5,000
Leadsonline Software	1	5,000	5,000
Special Investigative Expenses- Forensics	1	30,000	30,000
TLO Web Search	1	3,000	3,000
Totals for GL# 001-521-535.2100: Special Investigation Account			50,400
001-521-540.5100 Travel and Per Diem			
APCO Conference For Dispatch Supervisors (3 Days)	2	500	1,000
CJIS Conference Dispatch (5 Days)	2	800	1,600
CVSA Examiner Conference	1	800	800
CVSA Operator Training	1	1,500	1,500
FPCA Summer And Winter Conferences For Chief	2	800	1,600
Homicide Conference (Lead Homicide Investigator) 5 Days	1	1,000	1,000
I.A.P.E Certification (Pe Staff/ 5 Days)	2	800	1,600
PEAF Conference For P&E Staff (4 Days)	2	500	1,000
Public Records Seminar (2 Records & P.E.)	3	300	900
Taser Master Instructor	1	1,500	1,500
Travel & Per Diem For General Training Classes	1	5,000	5,000
Totals for GL# 001-521-540.5100: Travel and Per Diem			17,500
001-521-541.1100 Communications			
Annual Radio Contract for Maintenance & System	100	275	27,500
Body Camera Wireless Service	24	500	12,000
Cell Phones - Officers, Admin	23	500	11,500
In-Car Wireless Service	39	500	19,500
Misc. Radio Repair - Manatee County	1	3,000	3,000
Satellite Phone Service	1	700	700
Totals for GL# 001-521-541.1100: Communications			74,200
001-521-542.1200 Postage/Mailing Services			
City Hall Postage Meter	1	300	300
Overnight Shipping	1	2,000	2,000
Totals for GL# 001-521-542.1200: Postage/Mailing Services			2,300
001-521-543.0000 Utility Services			
City Of Palmetto Utilities	1	10,800	10,800
FPL	1	43,200	43,200
Totals for GL# 001-521-543.0000: Utility Services			54,000
001-521-544.0500 Operating Lease			
Copier Pages Copied/Printed - Records	1	600	600
Copier Pages Copied/Printed - Squad	1	600	600
New Copier Lease - Records: Pmnt 4-15 Of 36	12	225	2,700
New Copier Lease - Squad: Pmnt 4-15 Of 36	12	150	1,800
Totals for GL# 001-521-544.0500: Operating Lease			5,700



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Police Department - 521**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-521-545.1200 Insurance			
A-3 Fiduciary Bond Pension	1	66	66
B-2 Drone Coverage	1	3,850	3,850
D-5 Police AD& D (9/19)	1	363	363
D-5 State Mandated AD&D	1	2,680	2,680
D-6 Executive Travel Police	1	61	61
Gen Liab, Auto, Property Insurance	4	62,827	251,308
New Auto - Overlap Auto Ins	1	561	561
Totals for GL# 001-521-545.1200: Insurance			258,889
001-521-545.9900 Insurance Contingency			
Insurance Contingency	1	5,000	5,000
Totals for GL# 001-521-545.9900: Insurance Contingency			5,000
001-521-546.3400 Repair & Maintenance			
Generator Maintenance	1	3,000	3,000
Misc Building Repairs	1	3,000	3,000
Totals for GL# 001-521-546.3400: Repair & Maintenance			6,000
001-521-546.4000 Vehicle Repair & Maintenance			
Misc. Vehicle Maintenance/Towing	1	8,000	8,000
Uninsured Vehicle Damage	1	10,000	10,000
Vehicle Maintenance, Repair/Lex Contract	1	80,000	80,000
Vehicle Tires	1	14,000	14,000
Vehicle Washing (Monthly)	12	700	8,400
Totals for GL# 001-521-546.4000: Vehicle Repair & Maintenance			120,400
001-521-546.4000-8212 Vehicle Repair & Maint - CRA Plan			
Veh Maint. (CRA), Repairs, Service & Tires	1	27,500	27,500
Totals for GL# 001-521-546.4000-8212: Vehicle Repair & Maint - CRA Plan			25,000
001-521-546.5000 Marine Repair & Maintenance			
Boat Maintenance (Service & Ext Maintenance)	1	2,000	2,000
Totals for GL# 001-521-546.5000: Marine Repair & Maintenance			2,000
001-521-547.5100 Printing and Binding			
Business Cards	37	60	2,220
Copy Service, Forms	1	4,000	4,000
Totals for GL# 001-521-547.5100: Printing and Binding			6,220
001-521-549.0400-8212 Partnership/Sponsorship - CRA Plan			
Crime Stoppers Partnership	1	1,000	1,000
Totals for GL# 001-521-549.0400-8212: Partnership/Sponsorship - CRA Plan			1,000
001-521-551.1200 Office Supplies			
Copy Paper- From City Central Stores	1	1,800	1,800
Office Supplies (Including Dispatch)	1	3,000	3,000
Printer / Copier Cartridges	1	3,000	3,000
Records Supplies	1	1,000	1,000
Totals for GL# 001-521-551.1200: Office Supplies			8,800
001-521-552.0000 Hurricane Materials/Supplies			
Emergency Supplies, Food, Water	1	5,000	5,000
Totals for GL# 001-521-552.0000: Hurricane Materials/Supplies			5,000
001-521-552.1500 Fuel and Lubricants			
Boat Fuel (Based On 15 Gph And 140 Hrs/Yr Operating)	1	3,000	3,000
Fuel - Non - CRA Vehicles	1	93,000	93,000
Totals for GL# 001-521-552.1500: Fuel and Lubricants			96,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Police Department - 521**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-521-552.1500-8212 Fuel and Lubricants - CRA Sub Plan			
Fuel- CRA Vehicles	1	27,500	27,500
Totals for GL# 001-521-552.1500-8212: Fuel and Lubricants - CRA Sub Plan			30,000
001-521-552.2300 Operating Expenses			
Agency & Citizen Awards (Plaques, Certificates)	1	1,000	1,000
Annual Biohazard Disposal-Evidence Destruction	1	1,200	1,200
Central Store Supplies	1	4,000	4,000
Consumable Supplies	1	7,000	7,000
Duty Equipment	1	10,000	10,000
First Aid Station Resupply	1	400	400
Forensic Materials (Lynn Peavey & Sirchie)	1	2,000	2,000
GIS Software-Esri Online	1	500	500
Hepatitis Shots/Tithers For High Risk Personnel	35	110	3,850
Manatee County Clerk Office	1	400	400
Misc Operating Expenses	1	3,000	3,000
Narcan/Nalaxone	35	45	1,575
P & E Packaging & Labels	1	4,000	4,000
Palmetto Tower Lease	1	1,100	1,100
Pistol Ammunition (Duty & Practice)	1	7,000	7,000
Rifle Ammunition (Duty & Practice)	1	10,000	10,000
SIMS Less Lethal Rounds (250)	1	1,500	1,500
Targets & Misc Armorer Supplies	1	1,000	1,000
Taser 7	10	2,200	22,000
Taser 7 Cartridges (Training & Duty)	1	3,500	3,500
Taser 7 Holsters	10	100	1,000
Totals for GL# 001-521-552.2300: Operating Expenses			86,025
001-521-552.2300-7521 Community Outreach - Chaplaincy Funds			
Chaplain Supplies	1	400	400
Totals for GL# 001-521-552.2300-7521: Community Outreach - Chaplaincy Funds			400
001-521-552.3000 Community Outreach			
Bridging The Gap Events	1	1,000	1,000
Citizen Academy & Community Events	1	2,000	2,000
Community Policing Materials	1	2,000	2,000
Honor The Badge Christmas Program	1	1,000	1,000
Summer Slam Back To School Youth Event	1	1,000	1,000
Totals for GL# 001-521-552.3000: Community Outreach			7,000
001-521-552.3900 Safety Program Expense			
Safety Program Expense	1	100	100
Totals for GL# 001-521-552.3900: Safety Program Expense			100



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Police Department - 521**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-521-552.4200 Small Tools/Equipment			
5 Step Safety Angle Rolling Ladder (P&E) w/S&H	1	1,100	1,100
Brother Pocketjet Pj-722 Vehicle Printer	5	500	2,500
Enforcement Meter Calibration	2	2,000	4,000
Misc. Marine Equipment/Supplies	1	1,000	1,000
Misc. Small Tools/Parts	1	2,500	2,500
Misc. Specialty Batteries	1	3,000	3,000
Pallet Jack 2.5 Ton	1	500	500
Tire Rack 60X18X84	1	250	250
Uline Utility Cart 40X18X33	1	150	150
Totals for GL# 001-521-552.4200: Small Tools/Equipment			15,000
001-521-552.4200-9006 Small Tool/Equip Bulletproof Vest			
Ballistic Vest/City Grant Match	11	800	8,800
Totals for GL# 001-521-552.4200-9006: Small Tool/Equip Bulletproof Vest			8,800
001-521-552.5100 Uniform Purchases and Cleaning			
Annual Shoe Allowance / Sworn Officers	30	150	4,500
Dry Cleaning & Alterations	1	13,000	13,000
New Style Uniform Pants	31	180	5,580
Safety Vests, Polos, Hats	1	3,000	3,000
Uniforms	1	7,000	7,000
Totals for GL# 001-521-552.5100: Uniform Purchases and Cleaning			33,080
001-521-554.0100 Non-Capitalized Equipment			
Ballistic Vests For New Hires	5	1,200	6,000
Totals for GL# 001-521-554.0100: Non-Capitalized Equipment			6,000
001-521-554.1200 Publications			
Legal Handbooks	40	65	2,600
Totals for GL# 001-521-554.1200: Publications			2,600
001-521-554.1400 Accreditation			
Accreditation Supplies, Meetings	1	500	500
Annual CFA, FLA-PAC Fees	1	1,000	1,000
Conferences CFA, FLA-PAC (Includes Fee, Travel/Per-Diem)	1	1,500	1,500
Totals for GL# 001-521-554.1400: Accreditation			3,000
001-521-555.1300 Technical/Training			
Annual Homicide Conference For Lead Homicide Detective	1	1,000	1,000
APCO Conference For Two Dispatchers	2	750	1,500
BayCare Mental Health & PTSD Awareness (8 Hrs)	50	100	5,000
CJIS Conference Fee For Two Dispatchers	2	700	1,400
CVSA Examiner Conference And Recert. (Rogers)	1	1,000	1,000
CVSA Operator Training	1	2,000	2,000
FPCA Conferences: Winter And Summer Conferences	2	800	1,600
General Agency Training Opportunities	1	6,000	6,000
I.A.P.E Certification For P&E Staff	2	600	1,200
PEAF Conference For P&E Staff	2	600	1,200
Public Records Seminar (2 Records & P.E.)	3	500	1,500
Taser/Axon Master Instructor	1	2,000	2,000
Web-Based Dispatch Training - Police Legal Sciences.	1	1,000	1,000
Web-Based Training For Agency Personnel (Police One)	1	3,500	3,500
Totals for GL# 001-521-555.1300: Technical/Training			29,900



CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

**Police Department - 521**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-521-564.0100 Machinery & Equipment			
Gym Equipment	1	5,000	5,000
Totals for GL# 001-521-564.0100: Machinery & Equipment			5,000
001-521-564.4900 Capital Leases			
Laptop Docking Stations	4	1,000	4,000
Motorola Radio and Install	4	6,500	26,000
Patrol Vehicles (Chevy Tahoes)	4	48,000	192,000
Police Vehicle Graphics	4	1,500	6,000
Police Vehicle Upfit	4	18,000	72,000
Vehicle Printers	4	500	2,000
Totals for GL# 001-521-564.4900: Capital Leases			302,000
001-521-571.0100 Princ - Lease			
P# 12-15 20806-08,821-824	1	70,613	70,613
P# 15-16 20674/75/77-84	1	16,555	16,555
P# 3-6 FY2023 Lease	1	63,649	63,649
P# 7-10 (4) Patrol Vehicles, Video, Radio	1	62,477	62,477
Totals for GL# 001-521-571.0100: Princ - Lease			213,294
001-521-572.0100 Int Exp - Lease			
P# 11-14 20806-08,821-824	1	629	629
P# 15-16 20674/75/77-84	1	108	108
P# 3-6 FY2023 Lease	1	7,827	7,827
P# 7-10 (4) Patrol Vehicles, Video, Radio	1	2,540	2,540
Totals for GL# 001-521-572.0100: Int Exp - Lease			11,104
001-521-573.0500 New Debt Service - Leases			
New Debt Service For Lease - Docking	2	283	566
New Debt Service For Lease - Patrol	2	14,153	28,306
New Debt Service For Lease - Radios	2	1,840	3,680
New Debt Service For Lease - Upfit	2	5,095	10,190
Totals for GL# 001-521-573.0500: New Debt Service - Leases			42,742
<b>Totals for Dept 521-Police Department</b>			<b>\$ 6,384,296</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Code Enforcement – 523

General Fund - 001

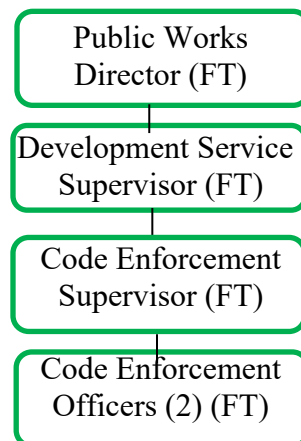
### Department Mission:

To partner with the community to improve the quality of life of our citizens, preserve our historic, residential, commercial, and natural resources, and to eliminate blight by encouraging personal responsibility through fair and impartial enforcement of codes and ordinances.

### Primary Duties:

Focus on quality-of-life issues that affect the City's residents. Addresses Code compliance issues including but not limited to overgrown lots, general storage, parking of commercial vehicles, and abandoned property. Fairly and equitably enforce City of Palmetto's Code of Ordinances. The Code Enforcement Unit pro-actively conducts inspections and investigates code and ordinance violations, citing violators when necessary, and prosecuting violations through the special magistrate process.

### Organizational Chart:



### Department Objectives:

- Working with the residents and business owners to educate them on the importance of property maintenance and Code compliance for the health, safety, and aesthetic enhancement of the City as a whole.
- Assist Commission and CRA with control of blighted, unsanitary, and otherwise dilapidated conditions.
- Update pertinent Code provisions to adapt and address current situations.
- Assist in correcting, updating, and eliminating unsafe and unsightly housing throughout the city.

### Goals & Accomplishments:

- Continue to provide timely and consistent enforcement of the City's Code of Ordinances.
- Take proactive steps to promote voluntary code compliance from citizens and businesses.
- Reorganization of Code Enforcement, Building and Planning Department to meet the needs of the community in effective manner.





# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Code Enforcement – 523

General Fund - 001

## Performance Indicators:

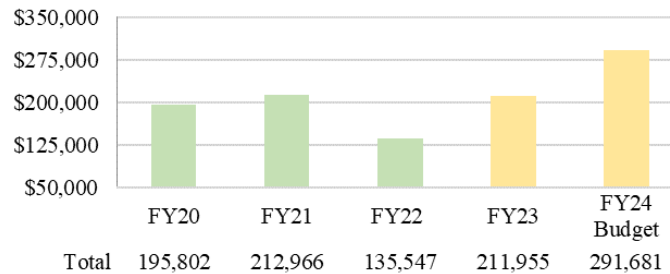
Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Code Violations Issued	702	196	732	1000
Code Violations Recorded	1	1	0	0
Code Violations Closed	1	174	652	850
Code Violations (CE Board)	3	1	5	5

\*Represents calendar year. Code enforcement position vacant until March 2022, then only had 1 CE officer in FY2022. One position hired on 9/7/22. New CRA funded position added in FY2024.

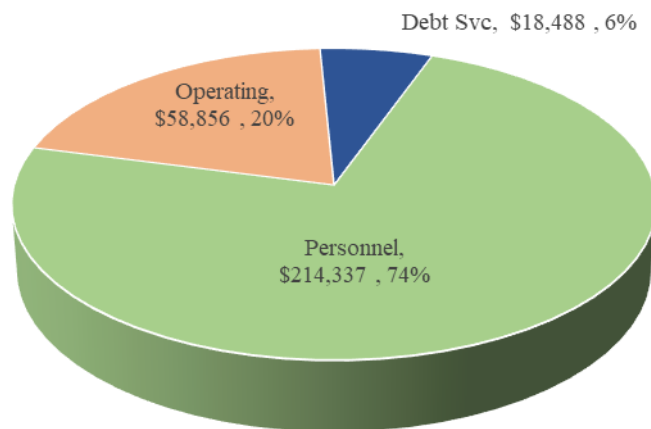
## Capital Outlay:

Funding Source	Description	Amount
	No Capital	0.00
<b>Total</b>		<b>\$0.00</b>

## Departmental Expenditures



## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-523 - CODE ENFORCEMENT**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
001-523	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 68,208	\$ 101,542	\$ 100,803	\$ 152,461	50.1 %
514.0100	Overtime - GE	-	-	861	-	- %
514.0150	Overtime - Holiday GE	362	-	105	-	- %
521.0100	FICA Taxes	4,796	7,768	7,752	11,742	51.2 %
522.2100	Retirement General Employee	10,389	8,804	8,930	14,320	62.7 %
523.0100	Health Insurance	18,749	18,872	18,086	30,855	63.5 %
523.0300	Insurance & EAP	203	331	314	498	50.5 %
524.0100	Workers' Compensation	1,870	2,783	2,817	3,431	23.3 %
529.0000	Career Advancement	-	-	-	1,030	- %
<b>Total Personnel Expenses</b>		<b>104,577</b>	<b>140,100</b>	<b>139,668</b>	<b>214,337</b>	<b>53.0 %</b>
531.0100	Consulting	-	1,220	1,220	1,220	- %
531.0300	Membership Dues	-	150	150	225	50.0 %
531.0600	Attorney Fees	2,318	2,250	3,500	3,250	44.4 %
531.1600	Contract Services	313	626	650	939	50.0 %
534.1600	Nuisance Abatement	-	5,000	10,000	5,000	- %
534.1700	Lot Clearing - Pass Thru	200	5,000	5,000	5,000	- %
534.4200	Building Demolition	-	-	-	10,000	- %
540.5100	Travel and Per Diem	754	1,512	1,512	5,400	257.1 %
541.1100	Communications	1,724	2,475	2,500	3,386	36.8 %
542.1200	Postage/Mailing Service	250	2,342	3,000	3,000	28.1 %
544.0500	Operating Lease	-	500	-	500	- %
545.1200	Insurance	4,238	5,163	5,163	6,736	30.5 %
546.3400	Repair & Maintenance	102	500	-	500	- %
546.4000	Vehicle Repair & Maintenance	333	2,000	2,000	3,540	77.0 %
547.5100	Printing And Binding	-	350	350	350	- %
551.1200	Office Supplies	44	148	150	110	(25.7)%
552.1500	Fuel and Lubricants	1,131	2,700	3,000	4,000	48.1 %
552.2300	Operating Expenses	280	500	500	500	- %
552.3900	Safety Program Expense	140	350	350	550	57.1 %
552.4200	Small Tools/Equipment	23	500	500	500	- %
552.5100	Uniform Purchases And Cleaning	500	600	600	900	50.0 %
554.0100	Non-Capitalized Equipment	-	-	-	1,750	- %
555.1300	Technical/Training	850	2,101	2,154	1,500	(28.6)%
<b>Total Operating Expenses</b>		<b>13,200</b>	<b>35,987</b>	<b>42,299</b>	<b>58,856</b>	<b>63.5 %</b>
564.4900	Capital Leases	162	11,539	11,539	-	(100.0)%
<b>Total Capital Purchases</b>		<b>162</b>	<b>11,539</b>	<b>11,539</b>	<b>-</b>	<b>(100.0)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-523 - CODE ENFORCEMENT**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	
<b>001-523</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>% Change of Budget</b>
571.0100	Princ - Lease	17,200	18,060	18,060	18,233	1.0 %
572.0100	Interest Expense - Lease	410	389	389	255	(34.4)%
	<b>Total Debt Service</b>	<b>17,610</b>	<b>18,449</b>	<b>18,449</b>	<b>18,488</b>	<b>0.2 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 135,549</b>	<b>\$ 206,075</b>	<b>\$ 211,955</b>	<b>\$ 291,681</b>	<b>41.5 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Code Enforcement - 523**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-523-512.0100 Regular Salaries			
Regular Salaries	1	152,461	152,461
Totals for GL# 001-523-512.0100: Regular Salaries			152,461
001-523-521.0100 FICA Taxes			
FICA Taxes	1	11,742	11,742
Totals for GL# 001-523-521.0100: FICA Taxes			11,742
001-523-522.2100 Retirement General Employee			
General Employee Pension	1	14,320	14,320
Totals for GL# 001-523-522.2100: Retirement General Employee			14,320
001-523-523.0100 Health Insurance			
Health Insurance	1	30,855	30,855
Totals for GL# 001-523-523.0100: Health Insurance			30,855
001-523-523.0300 Life Insurance			
Life Insurance	1	498	498
Totals for GL# 001-523-523.0300: Life Insurance			498
001-523-524.0100 Workers' Compensation			
Workers' Compensation	1	3,431	3,431
Totals for GL# 001-523-524.0100: Workers' Compensation			3,431
001-523-529.0000 Career Advancement			
Career Advancement	1	1,030	1,030
Totals for GL# 001-523-529.0000: Career Advancement			1,030
001-523-531.0100 Consulting			
Consulting	1	1,220	1,220
Totals for GL# 001-523-531.0100: Consulting			1,220
001-523-531.0300 Membership Dues			
FACE Annual Membership Fees - CRA	1	75	75
FACE Annual Membership Fees Bowman	1	75	75
FACE Annual Membership Fees Sexton	1	75	75
Totals for GL# 001-523-531.0300: Membership Dues			225
001-523-531.0600 Attorney Fees - Code Enf Board			
CE Board Attorney Monthly Fees	1	3,250	3,250
Totals for GL# 001-523-531.0600: Attorney Fees - Code Enf Board			3,250
001-523-531.1600 Contract Services			
GPS Device Annually 20803, 20804, CRA	3	313	939
Totals for GL# 001-523-531.1600: Contract Services			939



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Code Enforcement - 523**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-523-534.1600 Nuisance Abatement Non Pass Thru Boat/Misc Removal	1	5,000	5,000
Totals for GL# 001-523-534.1600: Nuisance Abatement Non Pass Thru			5,000
001-523-534.1700 Nuisance Abatement Pass Thru Nuisance Abate Lot Clearing	1	5,000	5,000
Totals for GL# 001-523-534.1700: Nuisance Abatement Pass Thru			5,000
001-523-534.4200 Building Demolition Building Demolition	1	10,000	10,000
Totals for GL# 001-523-534.4200: Building Demolition			10,000
001-523-540.5100 Travel and Per Diem FACE Annual Training Conference-CEO	3	1,300	3,900
FACE Level Certification	3	500	1,500
Totals for GL# 001-523-540.5100: Travel and Per Diem			5,400
001-523-541.1100 Communications Cell Service-Code Enforcement Sexton	1	600	600
Cell Service-Code Enforcement Bowman	1	500	500
Cell Service-Code Enforcement CRA	1	600	600
Service MiFi Bowman	1	562	562
Service MiFi CRA	1	562	562
Service MiFi Sexton	1	562	562
Totals for GL# 001-523-541.1100: Communications			3,386
001-523-542.1200 Postage/Mailing Services Refill Postage Meter	1	3,000	3,000
Totals for GL# 001-523-542.1200: Postage/Mailing Services			3,000
001-523-544.0500 Operating Lease Operating Lease	1	500	500
Totals for GL# 001-523-544.0500: Operating Lease			500
001-523-545.1200 Insurance Gen Liab, Auto, Property Insurance	4	1,684	6,736
Totals for GL# 001-523-545.1200: Insurance			6,736
001-523-546.3400 Repair & Maintenance Repair & Maintenance	1	500	500
Totals for GL# 001-523-546.3400: Repair & Maintenance			500
001-523-546.4000 Vehicle Repair & Maintenance FA#20803 Nissan Pickup	1	1,000	1,000
FA#20804 Nissan Pickup	1	1,000	1,000
FA#CRA	1	1,000	1,000
Membership - Car Wash FA#20803; 20804, CRA	3	180	540
Totals for GL# 001-523-546.4000: Vehicle Repair & Maintenance			3,540



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Code Enforcement - 523**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-523-547.5100 Printing and Binding			
Business Cards-New CEO	1	175	175
Printing-Notices-Door Hangers	1	175	175
Totals for GL# 001-523-547.5100: Printing and Binding			350
001-523-551.1200 Office Supplies			
Pens/Calendars/Markers/Pads	1	110	110
Totals for GL# 001-523-551.1200: Office Supplies			110
001-523-552.1500 Fuel and Lubricants			
Fuel-Oil	1	4,000	4,000
Totals for GL# 001-523-552.1500: Fuel and Lubricants			4,000
001-523-552.2300 Operating Expenses			
Court Recording Fees	1	500	500
Totals for GL# 001-523-552.2300: Operating Expenses			500
001-523-552.3900 Safety Program Expense			
Safety Footwear Program	3	150	450
Safety PPE	1	100	100
Totals for GL# 001-523-552.3900: Safety Program Expense			550
001-523-552.4200 Small Tools/Equipment			
Hand Tools	1	500	500
Totals for GL# 001-523-552.4200: Small Tools/Equipment			500
001-523-552.5100 Uniform Purchases and Cleaning			
Uniform Shirts	3	300	900
Totals for GL# 001-523-552.5100: Uniform Purchases and Cleaning			900
001-523-554.0100 Non-Capitalized Equipment			
Microsoft Surface	1	1,750	1,750
Totals for GL# 001-523-554.0100: Non-Capitalized Equipment			1,750
001-523-555.1300 Technical/Training			
FACE Conference/Seminar 3 X CEO	3	500	1,500
Totals for GL# 001-523-555.1300: Technical/Training			1,500
001-523-571.0100 Princ - Lease			
P# 12-15 20803-20804 Nissan Frontier	1	15,350	15,350
P# 7-10 PW Generator (Shared)	1	2,883	2,883
Totals for GL# 001-523-571.0100: Princ - Lease			18,233
001-523-572.0100 Int Exp - Lease			
P# 11-14 20803-20804 Nissan Frontier	1	137	137
P# 7-10 PW Generator (Shared)	1	118	118
Totals for GL# 001-523-572.0100: Int Exp - Lease			255
<b>Totals for Dept 523-Code Enforcement</b>			<b>\$ 291,681</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Public Works Administration – 540

General Fund – 001

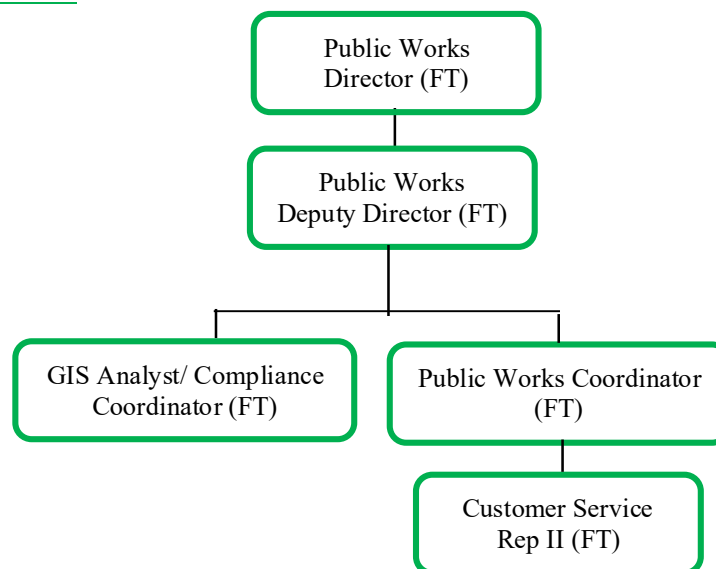
### Department Mission:

To economically provide safe, well-maintained and clean transportation facilities including roads, shared-use paths and public canals; to provide and maintain top quality parks, public buildings and public spaces; to operate and maintain a fleet of equipment and vehicles necessary for day-to-day City functions as well as emergency response; to operate and monitor a stormwater management system that is in compliance with regulatory requirements; and to administer, design, and maintain island-wide City infrastructure for the safety and enjoyment of island residents and visitors.

### Primary Duties:

Responsible for the daily planning, technical support, direction, and coordination of all Public Works cost centers. Cost Centers include, Code Enforcement, Planning, Fleet, Parks and Recreation, Streets, Solid Waste, Water, Sewer, Wastewater Treatment Plant, Stormwater, Reuse and Building Department.

### Organizational Chart:



### Department Objectives:

- Update city area maps and display.
- Provide a one-stop service that will expedite the needs of the citizens of Palmetto.
- Provide infrastructure data for future improvements through a new software system.
- Continue to strive for workplace safety.
- Continue to scan documents and make them available for citizens to view online.
- Provide hometown environment or service.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Public Works Administration – 540

General Fund – 001

## Goals & Accomplishments:

- To provide continued support to the Utilities department
- To provide customer service and excellent communications to Developers, Contractors, and Citizen for permitting, planning, and testing.
- To implement compliance in-house training on NPDES and other additional state requirements.
- Continue to update city utility mapping data in ArcGIS.
- Established performance indicators for future measurement
- Reduce the number of vacant positions within 2 years by 50%

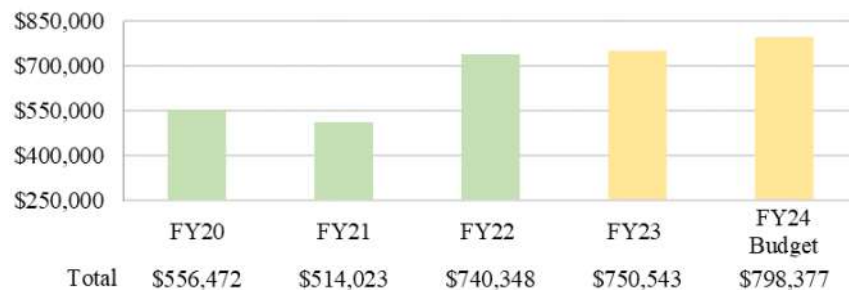
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Number of Vacancies	16	16	18	17
New Project Requests	20	13	25	20

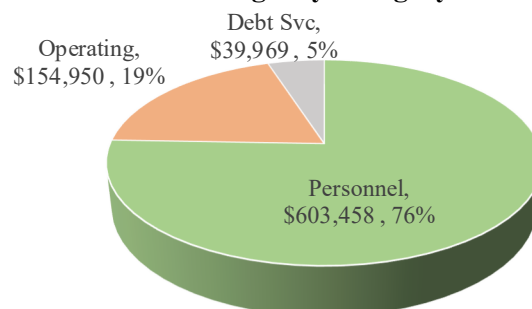
## Capital Outlay:

Funding Source	Description	Amount
	No Capital	0.00
<b>Total</b>		<b>\$0.00</b>

## Departmental Expenditures



## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-540 - PUBLIC WORKS ADMINISTRATION**  
**Cost Center Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>001-540</b>						
<b>EXPENDITURES</b>						
511.0100	Executive Salaries	\$ 112,049	\$ 120,549	\$ 120,550	\$ 127,782	6.0 %
512.0100	Regular Salaries	222,601	239,061	243,926	338,509	41.6 %
514.0100	Overtime - GE	469	-	5,074	-	- %
521.0100	FICA Taxes	24,458	28,275	27,640	35,752	26.4 %
522.2100	Retirement General Employee	49,847	32,046	26,004	35,786	11.7 %
523.0100	Health Insurance	39,706	42,104	38,382	56,177	33.4 %
523.0300	Insurance & EAP	1,074	1,176	1,189	1,519	29.2 %
524.0100	Workers' Compensation	6,155	5,756	6,117	6,870	19.4 %
529.0000	Career Advancement	-	10,000	241	1,063	(89.4)%
	<b>Total Personnel Expenses</b>	<b>456,359</b>	<b>478,967</b>	<b>469,123</b>	<b>603,458</b>	<b>26.0 %</b>
531.0300	Membership Dues	434	1,642	1,650	1,562	(4.9)%
531.1600	Contract Services	19,377	13,413	13,500	16,105	20.1 %
531.2000	Engineering Services	3,948	20,000	20,000	15,000	(25.0)%
534.2100	Employee Testing	1,470	1,800	1,800	1,500	(16.7)%
540.5100	Travel and Per Diem	18	400	400	400	- %
541.1100	Communications	2,480	4,175	4,000	3,300	(21.0)%
542.1200	Postage/Mailing Service	140	500	-	515	3.0 %
543.0000	Utility Services	24,888	27,500	26,000	27,865	1.3 %
544.0500	Operating Lease	3,024	4,275	4,274	3,944	(7.7)%
545.1200	Insurance	12,696	14,118	14,118	19,659	39.2 %
545.9900	Insurance Contingency - Vehicle	-	5,000	-	5,000	- %
546.3400	Repair & Maintenance	18,815	24,005	25,000	24,900	3.7 %
546.4000	Vehicle Repair & Maintenance	2,352	2,000	822	2,540	27.0 %
547.5100	Printing And Binding	-	100	100	500	400.0 %
548.9100	Promotional Advertising	-	500	500	1,000	100.0 %
549.0300	Issues To North River FD	765	2,500	-	-	(100.0)%
551.1200	Office Supplies	832	1,134	1,200	1,000	(11.8)%
552.0000	Operating Expenses - Veolia	-	5,000	5,000	5,000	- %
552.1500	Fuel and Lubricants	4,326	4,200	4,600	5,000	19.0 %
552.2300	Operating Expenses	4,733	9,200	9,500	7,210	(21.6)%
552.3900	Safety Program Expense	1,469	3,075	2,000	3,150	2.4 %
552.4200	Small Tools/Equipment	292	1,742	1,750	1,200	(31.1)%
552.5100	Uniform Purchases And Cleaning	602	1,500	1,500	2,100	40.0 %
554.0100	Non-Capitalized Equipment	-	3,100	2,190	-	(100.0)%
554.1200	Publications	-	500	500	500	- %
555.1300	Technical/Training	597	2,000	2,000	6,000	200.0 %
	<b>Total Operating Expenses</b>	<b>103,258</b>	<b>153,379</b>	<b>142,404</b>	<b>154,950</b>	<b>1.0 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-540 - PUBLIC WORKS ADMINISTRATION**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-540</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
564.0100	Machinery & Equipment	1,097	-	-	-	- %
564.4900	Capital Leases	162	123,031	123,031	-	(100.0)%
	<b>Total Capital Purchases</b>	<b>1,259</b>	<b>123,031</b>	<b>123,031</b>	<b>-</b>	<b>(100.0)%</b>
571.0100	Princ - Lease	1,397	15,951	15,951	29,699	86.2 %
571.0100-9762	Princ - Lease FPL	4,970	5,251	5,251	5,543	5.6 %
572.0100	Interest Expense - Lease	103	2,190	2,190	3,416	56.0 %
572.0100-9762		1,612	1,466	1,466	1,311	(10.6)%
	<b>Total Debt Service</b>	<b>8,082</b>	<b>24,858</b>	<b>24,858</b>	<b>39,969</b>	<b>60.8 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 568,958</b>	<b>\$ 780,235</b>	<b>\$ 759,416</b>	<b>\$ 798,377</b>	<b>2.3 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Public Works Administration - 540**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-540-511.0100 Executive Salaries			
Executive Salaries	1	127,782	127,782
Totals for GL# 001-540-511.0100: Executive Salaries			127,782
001-540-512.0100 Regular Salaries			
Regular Salaries	1	338,509	338,509
Totals for GL# 001-540-512.0100: Regular Salaries			338,509
001-540-521.0100 FICA Taxes			
FICA Taxes	1	35,752	35,752
Totals for GL# 001-540-521.0100: FICA Taxes			35,752
001-540-522.2100 Retirement General Employee			
General Employee Pension	1	35,786	35,786
Totals for GL# 001-540-522.2100: Retirement General Employee			35,786
001-540-523.0100 Health Insurance			
Health Insurance	1	56,177	56,177
Totals for GL# 001-540-523.0100: Health Insurance			56,177
001-540-523.0300 Life Insurance			
Life Insurance	1	1,519	1,519
Totals for GL# 001-540-523.0300: Life Insurance			1,519
001-540-524.0100 Workers' Compensation			
Workers' Compensation	1	6,870	6,870
Totals for GL# 001-540-524.0100: Workers' Compensation			6,870
001-540-529.0000 Career Advancement			
Career Advancement	1	1,063	1,063
Totals for GL# 001-540-529.0000: Career Advancement			1,063
001-540-531.0300 Membership Dues			
Membership - Amazon Prime	1	125	125
Membership - American PW Assoc- Director #626987	1	382	382
Membership - American PW Assoc- Superintendent	1	382	382
Membership - American Water Works Association #03124947	1	266	266
Membership - Sam's Club	1	55	55
Membership - Tampa Area Safety-Renewal	1	352	352
Totals for GL# 001-540-531.0300: Membership Dues			1,562



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Public Works Administration - 540**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-540-531.1600 Contract Services			
A/C Maintenance (Quarterly)	4	569	2,276
AED Physio-Control Shared Cost-On-Site Inspection	1	109	109
Janitorial Services PW Facilities	12	800	9,600
Pest Control PW Facilities	4	80	320
Sonitrol Security Monitoring	4	825	3,300
Syn-Tech Systems Maintenance	1	500	500
Totals for GL# 001-540-531.1600: Contract Services			16,105
001-540-531.2000 Engineering Services			
Engineering Services	1	10,000	10,000
GIS Consulting	1	5,000	5,000
Totals for GL# 001-540-531.2000: Engineering Services			15,000
001-540-534.2100 Employee Testing			
Drug-Alcohol Testing On-Site For Incidents	1	500	500
Hepatitis Vaccine	1	1,000	1,000
Totals for GL# 001-540-534.2100: Employee Testing			1,500
001-540-540.5100 Travel and Per Diem			
Travel And Per Diem	1	400	400
Totals for GL# 001-540-540.5100: Travel and Per Diem			400
001-540-541.1100 Communications			
Cell Service - GIS Coordinator	12	50	600
Cell Service - Overages	1	300	300
Cell Service - PW Admin Supervisor	12	50	600
Cell Service - PW Director	12	50	600
Cell Service- Superintendent	12	50	600
In-Car Wireless - PW Director	12	50	600
Totals for GL# 001-540-541.1100: Communications			3,300
001-540-542.1200 Postage/Mailing Services			
Quadient Postage Refill	1	515	515
Totals for GL# 001-540-542.1200: Postage/Mailing Services			515
001-540-543.0000 Utility Services			
City Of Palmetto Utilities	1	10,560	10,560
FPL	1	17,305	17,305
Totals for GL# 001-540-543.0000: Utility Services			27,865
001-540-544.0500 Operating Lease			
New Copier Lease: Pmnt 4-15 Of 36	12	200	2,400
Pages Copied/Printed	1	1,000	1,000
Postage Meter: Pmnt 1-1 Of 12	1	211	211
Postage Meter: Pmnt 2-4 Of 4	3	111	333
Totals for GL# 001-540-544.0500: Operating Lease			3,944



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Public Works Administration - 540**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-540-545.1200 Insurance			
B-2 Fuel Tank Premium (Aug)	1	800	800
D-6 Executive Travel Oct PW Director	1	75	75
Gen Liab, Auto, Property Insurance	4	4,696	18,784
Totals for GL# 001-540-545.1200: Insurance			19,659
001-540-545.9900 Insurance Contingency			
Insurance Contingency	1	5,000	5,000
Totals for GL# 001-540-545.9900: Insurance Contingency			5,000
001-540-546.3400 Repair & Maintenance			
A/C Maintenance	4	1,800	1,800
Aboveground Tank Repairs	1	2,000	2,000
AED Maintenance Inspections	1	100	100
Ceiling Tile Replacement	1	10,000	10,000
Electric Gate Repairs	1	1,000	1,000
Maintenance-City Buildings	1	10,000	10,000
Totals for GL# 001-540-546.3400: Repair & Maintenance			24,900
001-540-546.4000 Vehicle Repair & Maintenance			
FA#20437 Ford Explorer, 2017 - PW Admin Spare	1	1,000	1,000
FA#20947 Chevy Tahoe, 2022 - Director - Rayan	1	500	500
FA#20948 Chevy Tahoe, 2022 - Supt. - Bloome	1	500	500
Membership - Car Wash FA#20437;20947;20948	3	180	540
Totals for GL# 001-540-546.4000: Vehicle Repair & Maintenance			2,540
001-540-547.5100 Printing and Binding			
Business Cards/Letter Head/General	1	500	500
Totals for GL# 001-540-547.5100: Printing and Binding			500
001-540-548.9100 Promotional Advertising			
Promotional Advertising	1.00	1000	1,000
Totals for GL# 001-540-548.9100: Promotional Advertising			1,000
001-540-551.1200 Office Supplies			
Office Supplies	1	500	500
Paper For Plotter 24X50 Yds	1	500	500
Totals for GL# 001-540-551.1200: Office Supplies			1,000
001-540-552.0000 Hurricane Materials/Supplies			
Materials	1	5,000	5,000
Totals for GL# 001-540-552.0000: Hurricane Materials/Supplies			5,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Public Works Administration - 540**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-540-552.1500 Fuel and Lubricants			
Fuel-Lubricant	1	5,000	5,000
Totals for GL# 001-540-552.1500: Fuel and Lubricants			5,000
001-540-552.2300 Operating Expenses			
Annual Copier Property Tax-Annually	1	180	180
ArcGIS License/Maintenance Fee Yearly	1	2,530	2,530
Coffee And Water Services	1	1,000	1,000
GPS Software Maintenance	1	1,500	1,500
Janitorial Supplies	1	1,000	1,000
Printer Cartridges/Toners/Plotter	1	1,000	1,000
Totals for GL# 001-540-552.2300: Operating Expenses			7,210
001-540-552.3900 Safety Program Expense			
Fire Extinguisher Maintenance Annually	1	2,500	2,500
PPE Safety Footwear-Dir/Supt/GIS	3	150	450
PPE Vest/Safety Glasses	1	200	200
Totals for GL# 001-540-552.3900: Safety Program Expense			3,150
001-540-552.4200 Small Tools/Equipment			
Field Equipment	1	1,200	1,200
Totals for GL# 001-540-552.4200: Small Tools/Equipment			1,200
001-540-552.5100 Uniform Purchases and Cleaning			
City Shirts-CS I	1	300	300
City Shirts-Director	1	500	500
City Shirts-GIS Compliance	1	500	500
City Shirts-PW Coordinator	1	300	300
City Shirts-Superintendent	1	500	500
Totals for GL# 001-540-552.5100: Uniform Purchases and Cleaning			2,100
001-540-554.1200 Publications			
AWWA - Manuals	1	500	500
Totals for GL# 001-540-554.1200: Publications			500
001-540-555.1300 Technical/Training			
Career Advancement Certification	1	5,000	5,000
Utilities Management Seminar	1	1,000	1,000
Totals for GL# 001-540-555.1300: Technical/Training			6,000
001-540-571.0100 Princ - Lease			
P# 3-6 FY2023 Lease	1	26,815	26,815
P# 7-10 PW Generator (Shared)	1	2,884	2,884
Totals for GL# 001-540-571.0100: Princ - Lease			29,699
001-540-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	5,543	5,543
Totals for GL# 001-540-571.0100-9762: Princ - Lease FPL			5,543





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Public Works Administration - 540**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-540-572.0100 Int Exp - Lease			
P# 3-6 FY2023 Lease	1	3,298	3,298
P# 7-10 PW Generator (Shared)	1	118	118
Totals for GL# 001-540-572.0100: Int Exp - Lease			3,416
 001-540-572.0100-9762 Int Exp - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	1,311	1,311
Totals for GL# 001-540-572.0100-9762: Int Exp - Lease FPL			1,311
 <b>Totals for Dept 540-Public Works Administration</b>			<b>\$ 798,377</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Planning Department – 543

General Fund – 001

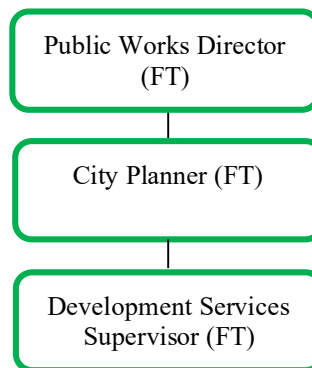
### Department Mission:

Planning aligns with the City's direction of facilitating development of the economy through diversifying the economic base, increasing economic opportunity, and fostering community engagement. These goals are achieved by working with our citizens and business community to plan, build and maintain a vibrant, competitive, and livable Palmetto with an emphasis on professional customer service, education, and safety.

### Primary Duties:

Responsible for daily coordination between the planning, building and code enforcement departments. Responsible for drafting, amendment, and implementation of long- and short-term comprehensive planning, zoning, and land use codes. Coordinates the review of all land development related projects within the city including but not limited to site/construction plans, general development plans, subdivision plans, building permits, and plats. Drafts and reviews all other land use, building and code enforcement ordinances, associated resolutions, and comprehensive plan amendments. Assists to ensure the compliance of city codes including but not limited to land development, flood regulation, and building permits. Reviews business tax licenses and building permit applications for compliance with impact fees, zoning codes, and land use regulations.

### Organizational Chart:



### Department Objectives:

- Prepare and process Comp Plan and Land Development Code amendments.
- Consistently enforce and implement land development code and building code requirements.
- Assist the public providing excellent, prompt, cheerful customer service.
- Draft revised Land Development Code.
- Update City flood regulations and mapping in coordination with the Building Official.
- Assist public works to ensure development does not outpace infrastructure.
- Enhance and encourage a walkable, multi-modal community.
- Work with private entities and other governmental agencies to promote economic development within the City.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Planning Department – 543

General Fund – 001

## Goals & Accomplishments:

- Establish performance indicators for future measurement
- Hire a City Planner to assist with the daily coordination with planning, code enforcement and the building department.

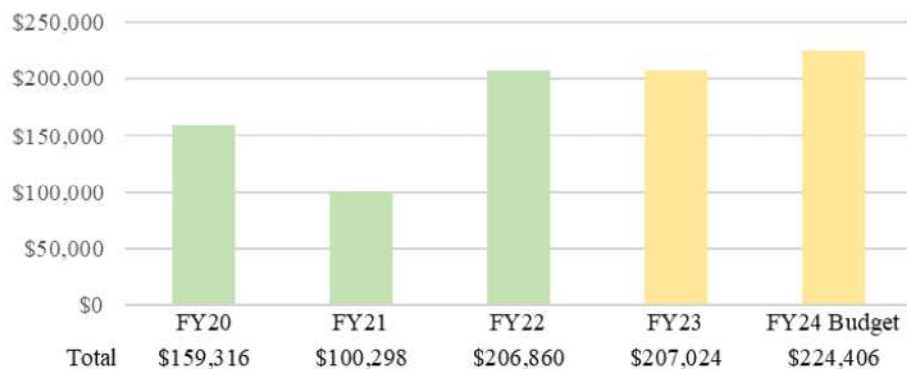
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
No. of Passed – Ordinance	7	6	11	10
No. of Approved- Variance	1	0	0	0
No. of Approved- Conditional Use Permits	1	0	3	2
No. of Approved Plans for Business License	94	39	93	90

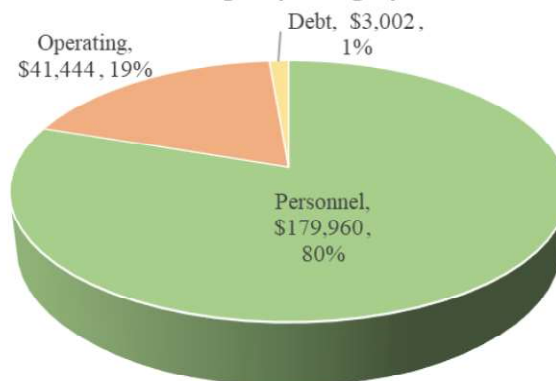
## Capital Outlay:

Funding Source	Description	Amount
	No Capital	0.00
<b>Total</b>		<b>\$0.00</b>

## Department Expenditure



## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-543 - PLANNING**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
001-543	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 48,681	\$ 128,629	\$ 58,163	\$ 130,536	1.5 %
521.0100	FICA Taxes	3,412	9,840	4,156	10,071	2.3 %
522.2100	Retirement General Employee	7,514	11,152	5,442	12,283	10.1 %
523.0100	Health Insurance	12,599	23,232	14,582	25,322	9.0 %
523.0300	Insurance & EAP	143	418	191	427	2.2 %
524.0100	Workers' Compensation	109	229	229	211	(7.9)%
529.0000	Career Advancement	-	-	-	1,110	- %
	<b>Total Personnel Expenses</b>	<b>72,458</b>	<b>173,500</b>	<b>82,763</b>	<b>179,960</b>	<b>3.7 %</b>
531.0100	Consulting	27,564	21,252	45,000	27,564	29.7 %
531.0300	Membership Dues	75	130	608	400	207.7 %
531.1600	Contract Services	-	-	319	-	- %
540.5100	Travel and Per Diem	-	750	1,178	1,200	60.0 %
541.1100	Communications	-	600	600	500	(16.7)%
542.1200	Postage/Mailing Service	255	1,000	1,000	1,000	- %
544.0500	Operating Lease	-	300	-	300	- %
545.1200	Insurance	3,593	3,840	3,828	4,900	27.6 %
546.4000	Vehicle Repair & Maintenance	-	-	45	180	- %
547.5100	Printing And Binding	-	750	750	750	- %
548.9100	Promotional Advertising	635	2,117	2,069	1,500	(29.1)%
551.1200	Office Supplies	228	300	153	300	- %
552.1500	Fuel and Lubricants	-	-	110	50	- %
552.2300	Operating Expenses	1,413	500	500	500	- %
552.3900	Safety Program Expense	125	250	250	300	20.0 %
552.4200	Small Tools/Equipment	-	400	400	400	- %
552.5100	Uniform Purchases And Cleaning	163	600	600	600	- %
554.1200	Publications	-	100	100	100	- %
555.1300	Technical/Training	338	1,000	1,470	1,100	10.0 %
	<b>Total Operating Expenses</b>	<b>34,389</b>	<b>33,889</b>	<b>58,980</b>	<b>41,644</b>	<b>22.9 %</b>
564.4900	Capital Leases	162	11,538	11,538	-	(100.0)%
	Total Capital Purchases	162	11,538	11,538	-	(100.0)%
571.0100	Princ - Lease	1,397	2,832	2,832	2,884	1.8 %
572.0100	Interest Expense - Lease	103	172	172	118	(31.4)%
	Total Debt Service	1,500	3,004	3,004	3,002	(0.1)%
	<b>TOTAL EXPENDITURES</b>	<b>\$ 108,509</b>	<b>\$ 221,931</b>	<b>\$ 156,285</b>	<b>\$ 224,606</b>	<b>1.2 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Planning - 543**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-543-512.0100 Regular Salaries			
Regular Salaries	1	130,536	130,536
Totals for GL# 001-543-512.0100: Regular Salaries			130,536
001-543-521.0100 FICA Taxes			
FICA Taxes	1	10,071	10,071
Totals for GL# 001-543-521.0100: FICA Taxes			10,071
001-543-522.2100 Retirement General Employee			
General Employee Pension	1	12,283	12,283
Totals for GL# 001-543-522.2100: Retirement General Employee			12,283
001-543-523.0100 Health Insurance			
Health Insurance	1	25,322	25,322
Totals for GL# 001-543-523.0100: Health Insurance			25,322
001-543-523.0300 Life Insurance			
Life Insurance	1	427	427
Totals for GL# 001-543-523.0300: Life Insurance			427
001-543-524.0100 Workers' Compensation			
Workers' Compensation	1	211	211
Totals for GL# 001-543-524.0100: Workers' Compensation			211
001-543-539.0000 Career Advancement			
Career Advancement	1	1,110	1,110
Totals for GL# 001-543-529.0000: Career Advancement			1,110
001-543-531.0100 Consulting			
General Consultant Land Dev Code Revisions	1	27,564	27,564
Totals for GL# 001-543-531.0100: Consulting			27,564
001-543-531.0300 Membership Dues			
FPZA Membership Due - Planning Tech / Planner	2	200	400
Totals for GL# 001-543-531.0300: Membership Dues			400
001-543-540.5100 Travel and Per Diem			
Seminar/Conference/Webinar/Online Course	1	1,200	1,200
Totals for GL# 001-543-540.5100: Travel and Per Diem			1,200
001-543-541.1100 Communications			
Cell Service-Supervisor	1	500	500
Totals for GL# 001-543-541.1100: Communications			500
001-543-542.1200 Postage/Mailing Services			
Refill To Postage Machine	1	1,000	1,000
Totals for GL# 001-543-542.1200: Postage/Mailing Services			1,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Planning - 543**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-543-544.0500 Operating Lease			
Pages Copied/Printed	1	300	300
Totals for GL# 001-543-544.0500: Operating Lease			300
001-543-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	1,225	4,900
Totals for GL# 001-543-545.1200: Insurance			4,900
001-543-546.4000 Vehicle Repair & Maintenance			
Membership - Car Wash FA#20441	1	180	180
Totals for GL# 001-543-546.4000: Vehicle Repair & Maintenance			180
001-543-547.5100 Printing and Binding			
Public Notice As Needed For Variances, Rezoning, Etc	1	750	750
Totals for GL# 001-543-547.5100: Printing and Binding			750
001-543-548.9100 Promotional Advertising			
Promotional Advertising	1	1,500	1,500
Totals for GL# 001-543-548.9100: Promotional Advertising			1,500
001-543-551.1200 Office Supplies			
Pen-Pencil-Folders	1	300	300
Totals for GL# 001-543-551.1200: Office Supplies			300
001-543-552.1500 Fuel & Lubricants			
Fuel And Lubricants	1	50	50
Totals for GL# 001-543-552.1500: Fuel & Lubricants			50
001-543-552.2300 Operating Expenses			
Coffee/Water Services/Toner Cartridges/Recording Fees	1	500	500
Totals for GL# 001-543-552.2300: Operating Expenses			500
001-543-552.3900 Safety Program Expense			
Safety Footwear Program	2	150	300
Totals for GL# 001-543-552.3900: Safety Program Expense			300
001-543-552.4200 Small Tools/Equipment			
Office Label Machine Refill/Minor Tools For Posting Signs	1	400	400
Totals for GL# 001-543-552.4200: Small Tools/Equipment			400
001-543-552.5100 Uniform Purchases and Cleaning			
City Shirts	2	300	600
Totals for GL# 001-543-552.5100: Uniform Purchases and Cleaning			600
001-543-554.1200 Publications			
Books, Pubs to Support Planning And Zoning	1	100	100
Totals for GL# 001-543-554.1200: Publications			100



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Planning - 543**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-543-555.1300 Technical/Training			
Technical/Training/On-Site For Word/Excel	1	1,000	1,000
Webinars To Support Planning And Zoning, Short Course	1	100	100
Totals for GL# 001-543-555.1300: Technical/Training			1,100
001-543-571.0100 Princ - Lease			
P# 7-10 PW Generator (Shared)	1	2,884	2,884
Totals for GL# 001-543-571.0100: Princ - Lease			2,884
001-543-572.0100 Int Exp - Lease			
P# 7-10 PW Generator (Shared)	1	118	118
Totals for GL# 001-543-572.0100: Int Exp - Lease			118
<b>Totals for Dept 543-Planning</b>		<b>\$</b>	<b>224,606</b>





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Fleet Department – 549

General Fund – 001

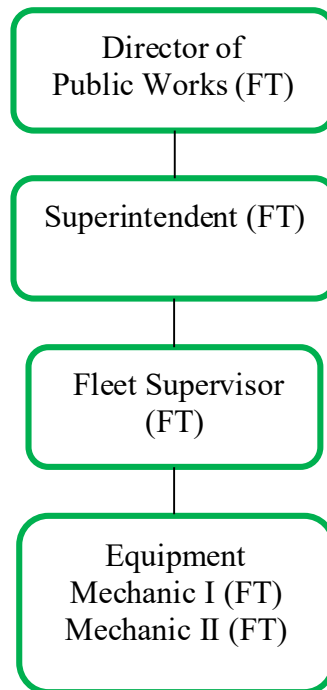
### Department Mission:

The mission of the Fleet Department is to support City departments by providing a cost-effective management of fleet vehicles, grounds, and heavy equipment.

### Primary Duties:

The Fleet Department performs all necessary functions involved in maintaining heavy equipment, light trucks, small equipment, emergency generators, and construction equipment owned and operated by the city. This service includes a preventive maintenance program designed to provide the safest possible equipment for the best useful life of the equipment, and a repair program designed to absorb non-scheduled repairs on equipment. In addition to mechanical maintenance, Fleet also provides critical support services such as fuel, welding and fabrication, quick line repair service, safety inspections, tire maintenance, and other associated compliance to federal, state, and local laws to ensure the longest serviceable life of equipment at the lowest possible cost.

### Organizational Chart:



### Department Objectives:

- Update employee training on city vehicles.
- Reduce mechanical downtime.
- Improve data collection.
- Retain Employees



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Fleet Department – 549

General Fund – 001

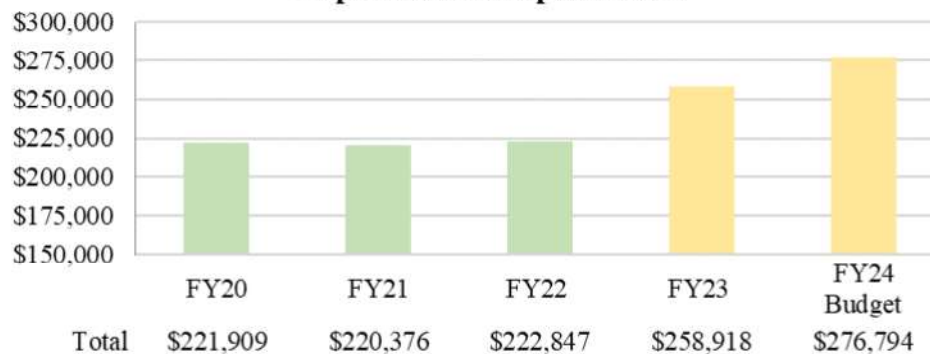
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
General Fleet Maintenance - Service	134	155	238	200
General Fleet Maintenance – Other	205	104	141	125
Small Equipment Maintenance	15	12	20	20

## Capital Outlay:

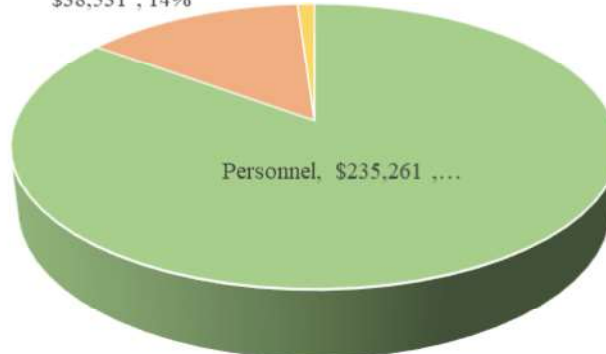
Funding Source	Description	Amount
	No Capital	0.00
<b>Total</b>		<b>\$0.00</b>

## Departmental Expenditures



## Budget by Category

Operating, \$38,531 , 14%  
Debt Svc, \$3,002 , 1%





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-549 - FLEET**  
**Cost Center Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>001-549</b>						
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 110,642	\$ 151,074	\$ 136,972	\$ 161,262	6.7 %
514.0100	Overtime - GE	175	-	1,728	-	- %
521.0100	FICA Taxes	7,764	11,558	9,801	12,337	6.7 %
522.2100	Retirement General Employee	17,402	13,099	12,130	15,046	14.9 %
523.0100	Health Insurance	28,720	39,311	34,593	42,848	9.0 %
523.0300	Insurance & EAP	361	495	431	529	6.9 %
524.0100	Workers' Compensation	4,268	4,441	4,102	3,239	(27.1)%
	<b>Total Personnel Expenses</b>	<b>169,332</b>	<b>219,978</b>	<b>199,757</b>	<b>235,261</b>	<b>6.9 %</b>
531.1600	Contract Services	625	675	626	675	- %
540.5100	Travel and Per Diem	-	1,000	1,000	1,100	10.0 %
544.1500	Rental Expenses	626	1,000	1,000	1,100	10.0 %
545.1200	Insurance	6,272	6,530	6,517	8,283	26.8 %
546.3400	Repair & Maintenance	2,608	4,000	4,000	4,400	10.0 %
546.4000	Vehicle Repair & Maintenance	388	1,500	1,500	1,500	- %
551.1200	Office Supplies	-	450	-	500	11.1 %
552.1500	Fuel and Lubricants	888	1,400	1,200	1,500	7.1 %
552.2300	Operating Expenses	3,054	5,000	5,000	5,600	12.0 %
552.3900	Safety Program Expense	273	500	500	650	30.0 %
552.4200	Small Tools/Equipment	3,277	4,000	3,000	6,395	59.9 %
552.5100	Uniform Purchases And Cleaning	712	980	980	1,200	22.4 %
554.0100	Non-Capitalized Equipment	-	1,355	1,350	-	(100.0)%
554.1200	Publications	2,328	4,155	3,000	3,878	(6.7)%
555.1300	Technical/Training	444	1,750	1,000	1,750	- %
	<b>Total Operating Expenses</b>	<b>21,495</b>	<b>34,295</b>	<b>30,673</b>	<b>38,531</b>	<b>12.4 %</b>
564.0100	Machinery & Equipment	6,851	-	-	-	- %
564.4900	Capital Leases	162	11,538	2,500	-	(100.0)%
	<b>Total Capital Purchases</b>	<b>7,013</b>	<b>11,538</b>	<b>2,500</b>	<b>-</b>	<b>(100.0)%</b>
571.0100	Princ - Lease	3,502	4,449	4,449	2,884	(35.2)%
572.0100	Interest Expense - Lease	184	196	196	118	(39.8)%
	<b>Total Debt Service</b>	<b>3,686</b>	<b>4,645</b>	<b>4,645</b>	<b>3,002</b>	<b>(35.4)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 201,526</b>	<b>\$ 270,456</b>	<b>\$ 237,575</b>	<b>\$ 276,794</b>	<b>2.3 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Fleet Management - 549**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-549-512.0100 Regular Salaries			
Regular Salaries	1	161,262	161,262
Totals for GL# 001-549-512.0100: Regular Salaries			161,262
001-549-521.0100 FICA Taxes			
FICA Taxes	1	12,337	12,337
Totals for GL# 001-549-521.0100: FICA Taxes			12,337
001-549-522.2100 Retirement General Employee			
General Employee Pension	1	15,046	15,046
Totals for GL# 001-549-522.2100: Retirement General Employee			15,046
001-549-523.0100 Health Insurance			
Health Insurance	1	42,848	42,848
Totals for GL# 001-549-523.0100: Health Insurance			42,848
001-549-523.0300 Life Insurance			
Life Insurance	1	529	529
Totals for GL# 001-549-523.0300: Life Insurance			529
001-549-524.0100 Workers' Compensation			
Workers' Compensation	1	3,239	3,239
Totals for GL# 001-549-524.0100: Workers' Compensation			3,239
001-549-531.1600 Contract Services			
GPS Device Annually 17443 & 20509	1	675	675
Totals for GL# 001-549-531.1600-CONTRACT SERVICES			675
001-549-540.5100 Travel and Per Diem			
Per Diem	1	1,100	1,100
Totals for GL# 001-549-540.5100: Travel and Per Diem			1,100
001-549-544.1500 Rental Expenses			
Rental Expense / Shop Towels / Cintas	1	1,100	1,100
Totals for GL# 001-549-544.1500: Rental Expenses			1,100
001-549-545.1200 Insurance			
B-1 Pollution	1	495	495
Gen Liab, Auto, Property Insurance	4	1,947	7,788
Totals for GL# 001-549-545.1200: Insurance			8,283
001-549-546.3400 Repair & Maintenance			
Gas Pump Repairs / Hoses Breakaways	1	1,650	1,650
Misc Fleet Repairs	1	2,750	2,750
Totals for GL# 001-549-546.3400: Repair & Maintenance			4,400



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Fleet Management - 549**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-549-546.4000 Vehicle Repair & Maintenance			
Vehicle Maintenance #17443 - #20509	1	1,500	1,500
Totals for GL# 001-549-546.4000: Vehicle Repair & Maintenance			1,500
001-549-551.1200 Office Supplies			
Misc Pens, Paper, Etc	1	500	500
Totals for GL# 001-549-551.1200: Office Supplies			500
001-549-552.1500 Fuel and Lubricants			
#20509 & #17443 Gas Plus Diesel Can	1	1,500	1,500
Totals for GL# 001-549-552.1500: Fuel and Lubricants			1,500
001-549-552.2300 Operating Expenses			
Grease-Safety Kleen	1	1,500	1,500
Misc- Nuts, Bolts, Chemicals	1	3,000	3,000
Oil Dry Test And Haul Off Oil Filters	1	550	550
Propane For Pressure Washer	1	550	550
Totals for GL# 001-549-552.2300: Operating Expenses			5,600
001-549-552.3900 Safety Program Expense			
Misc PPE Central Stores	1	200	200
Safety Footwear Program	3	150	450
Totals for GL# 001-549-552.3900: Safety Program Expense			650
001-549-552.4200 Small Tools/Equipment			
275 Gallon Def Pump	1	1,200	1,200
Dump-Loc Truck Braces	1	1,195	1,195
Misc Tools- Wrenches, Pliers, Etc	1	4,000	4,000
Totals for GL# 001-549-552.4200: Small Tools/Equipment			6,395
001-549-552.5100 Uniform Purchases and Cleaning			
Change Outs	1	300	300
Uniform Rental	3	300	900
Totals for GL# 001-549-552.5100: Uniform Purchases and Cleaning			1,200
001-549-554.1200 Publications			
Identifix	1	1,428	1,428
IDS Subscription	1	1,000	1,000
Misc Subscriptions-Trade Magazines,Etc	1	150	150
Triton D10 Yearly Subscription	1	1,300	1,300
Totals for GL# 001-549-554.1200: Publications			3,878



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Fleet Management - 549**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-549-555.1300 Technical/Training			
Technical Training, Etc	1	1,750	1,750
Totals for GL# 001-549-555.1300: Technical/Training			1,750
001-549-571.0100 Princ - Lease			
P# 7-10 PW Generator (Shared)	1	2,884	2,884
Totals for GL# 001-549-571.0100: Princ - Lease			2,884
001-549-572.0100 Int Exp - Lease			
P# 7-10 PW Generator (Shared)	1	118	118
Totals for GL# 001-549-572.0100: Int Exp - Lease			118
<b>Totals for Dept 549-Fleet Management</b>			<b>\$ 276,794</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Parks and Recreation Department – 572

General Fund – 001

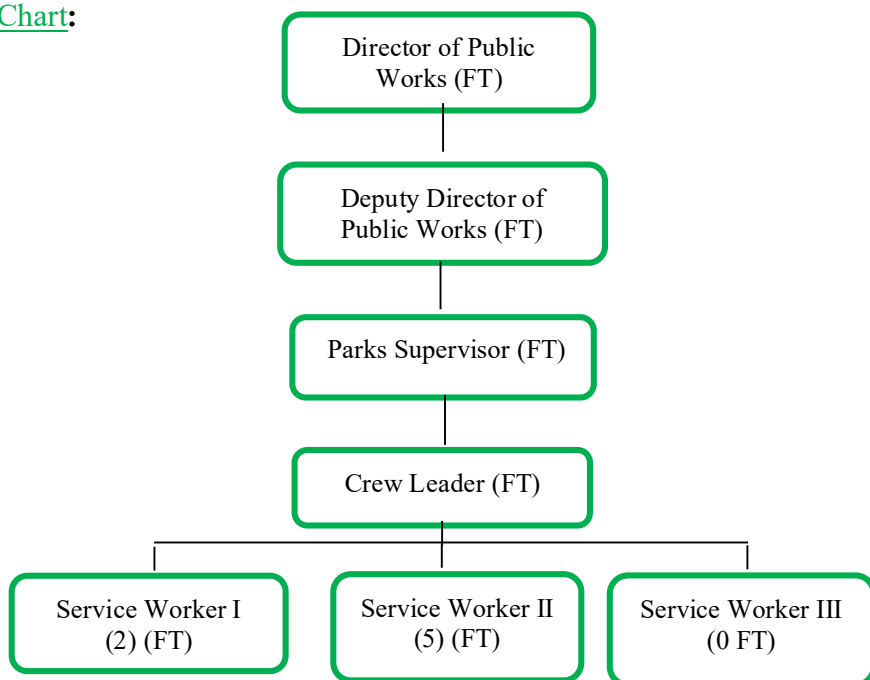
### Department Mission:

The objective of the Parks and Recreation Department is to foster a healthy, vibrant, and livable community in which we achieve economic, social, and environmental sustainability through parks and recreation activities to the residents and visitors of the City of Palmetto.

### Primary Duties:

Responsible for the maintenance of landscaping, irrigation and mowing of all City parks and open spaces. To promote safe recreational and educational opportunities to be enjoyed by City residents and guests.

### Organizational Chart:



### Department Objectives:

- Work to improve the quality of our turf areas and landscape.
- Improve structures at the parks and add irrigation to the areas needed.
- Perform inspections on a regular basis for safety within our parks.
- Maintain high quality at all parks and keep communication with our citizens.
- Keep better our turf areas and landscaping.

### Goals & Accomplishments:

- Establish performance indicators for future measurement.
- To reduce the turnover rate in the department.
- To maintain all city-managed lands, including parks and conservation lands, free of invasive exotic plants and to manage these lands in a manner that maximizes the value of wildlife habitat.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Parks and Recreation Department – 572

General Fund – 001

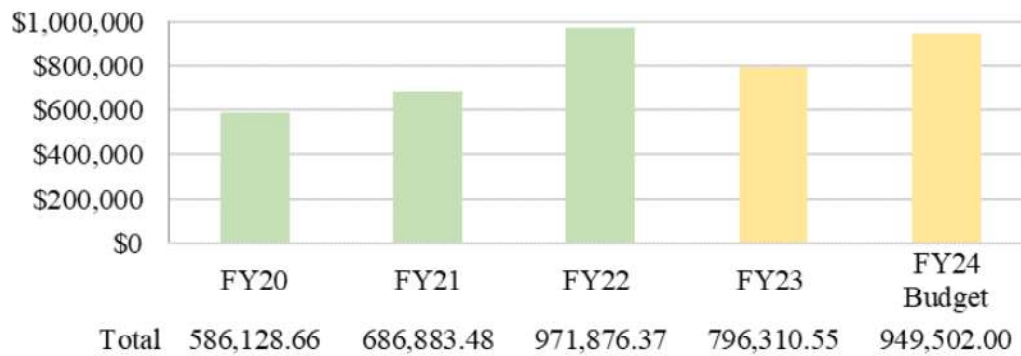
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Work Order - Maintenance	274	327	777	500
Work Order – Herbicide Maintenance	249	207	166	175

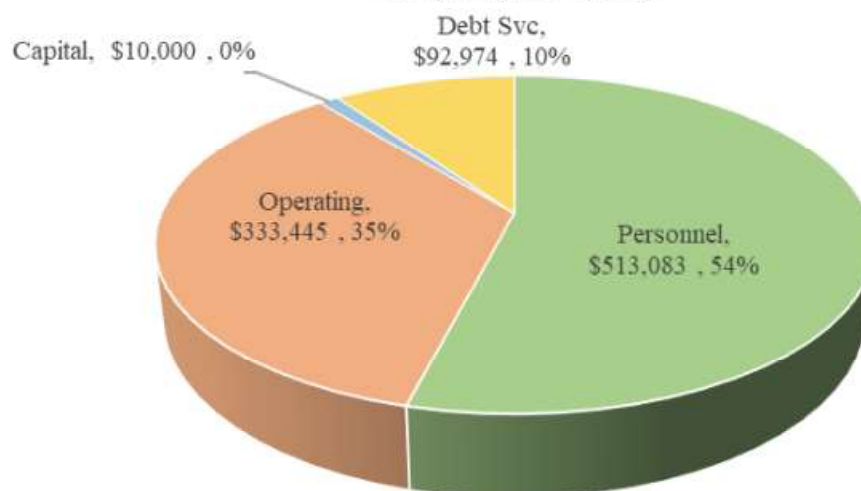
## Capital Outlay:

Funding Source	Description	Amount
Fund Balance	Bush Hod	10,000
<b>Total</b>		<b>\$10,000.00</b>

## Departmental Expenditures



## Budget by Category







**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-572 - PARKS AND RECREATION**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
001-572	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 219,518	\$ 327,034	\$ 234,692	\$ 346,415	5.9 %
514.0100	Overtime - GE	2,908	6,500	6,370	7,500	15.4 %
514.0150	Overtime - Holiday GE	556	-	575	1,000	- %
521.0100	FICA Taxes	16,879	25,515	18,315	27,153	6.4 %
522.2100	Retirement General Employee	34,224	28,917	21,678	33,112	14.5 %
523.0100	Health Insurance	40,397	79,262	50,522	86,394	9.0 %
523.0300	Insurance & EAP	582	1,000	649	1,053	5.3 %
524.0100	Workers' Compensation	9,833	13,567	13,567	10,456	(22.9)%
<b>Total Personnel Expenses</b>		<b>324,897</b>	<b>481,795</b>	<b>346,368</b>	<b>513,083</b>	<b>6.5 %</b>
531.0100	Consulting	-	9,046	9,046	-	(100.0)%
531.1600	Contract Services	32,577	73,364	43,976	81,828	11.5 %
534.1600	Nuisance Abatement	11,200	12,000	12,000	12,000	- %
540.5100	Travel and Per Diem	-	200	200	300	50.0 %
541.1100	Communications	733	840	850	1,000	19.0 %
543.0000	Utility Services	40,378	45,000	45,000	50,000	11.1 %
544.1500	Rental Expenses	-	2,000	2,000	2,000	- %
545.1200	Insurance	38,448	29,941	29,905	41,188	37.6 %
546.3400	Repair & Maintenance	23,454	40,143	41,000	51,228	27.6 %
546.4000	Vehicle Repair & Maintenance	8,578	12,000	12,500	15,000	25.0 %
551.1200	Office Supplies	-	200	200	200	- %
552.0000	Operating Expenses - Veolia	-	1,000	1,000	1,000	- %
552.1100	Chemicals	16,007	10,000	10,000	5,500	(45.0)%
552.1500	Fuel and Lubricants	19,867	20,500	14,000	22,000	7.3 %
552.1700	Irrigation Supplies	1,110	3,000	3,000	3,000	- %
552.2000	Tree And Landscape Fund	135	20,000	10,000	20,000	- %
552.2100	Landscaping Material	115	9,000	5,000	5,001	(44.4)%
552.2300	Operating Expenses	10,323	8,456	9,500	7,000	(17.2)%
552.3900	Safety Program Expense	1,921	1,625	1,800	1,700	4.6 %
552.4200	Small Tools/Equipment	5,777	10,092	10,000	8,900	(11.8)%
552.5100	Uniform Purchases And Cleaning	1,618	3,000	2,500	2,400	(20.0)%
555.1300	Technical/Training	-	1,600	1,000	2,200	37.5 %
<b>Total Operating Expenses</b>		<b>212,241</b>	<b>313,007</b>	<b>264,477</b>	<b>333,445</b>	<b>6.5 %</b>
564.0100	Machinery & Equipment	2,776	-	-	10,000	- %
564.0100-4216	Sutton Pk Playground	67,336	1,660	1,663	-	(100.0)%
564.4900	Capital Leases	244,397	88,555	88,555	-	(100.0)%
<b>Total Capital Purchases</b>		<b>314,509</b>	<b>90,215</b>	<b>90,218</b>	<b>10,000</b>	<b>(88.9)%</b>
571.0100	Princ - Lease	89,895	91,525	91,525	89,322	(2.4)%
572.0100	Interest Expense - Lease	2,683	3,723	3,723	3,652	(1.9)%



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-572 - PARKS AND RECREATION**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-572</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
	<b>Total Debt Service</b>	<b>92,578</b>	<b>95,248</b>	<b>95,248</b>	<b>92,974</b>	<b>(2.4)%</b>
593.0000-1101	Transfer Out - MLK Park	27,650	-	-	-	- %
593.9000	Transfer Out - Capital Projects	-	-	-	525,000	- %
	<b>Total Transfers-Out</b>	<b>27,650</b>	<b>-</b>	<b>-</b>	<b>525,000</b>	<b>- %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 971,875</b>	<b>\$ 980,265</b>	<b>\$ 796,311</b>	<b>\$ 1,474,502</b>	<b>50.4 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Parks and Recreation - 572**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-572-512.0100 Regular Salaries			
Regular Salaries	1	346,415	346,415
Totals for GL# 001-572-512.0100: Regular Salaries			346,415
001-572-514.0100 Overtime - GE			
Overtime	1	7,500	7,500
Totals for GL# 001-572-514.0100: Overtime - GE			7,500
001-572-514.0150 Overtime - Holiday			
Overtime - Holiday	1	1,000	1,000
Totals for GL# 001-572-514.0150: Overtime - Holiday			1,000
001-572-521.0100 FICA Taxes			
FICA Taxes	1	27,153	27,153
Totals for GL# 001-572-521.0100: FICA Taxes			27,153
001-572-522.2100 Retirement General Employee			
General Employee Pension	1	33,112	33,112
Totals for GL# 001-572-522.2100: Retirement General Employee			33,112
001-572-523.0100 Health Insurance			
Health Insurance	1	86,394	86,394
Totals for GL# 001-572-523.0100: Health Insurance			86,394
001-572-523.0300 Life Insurance & EAP			
Life Insurance	1	1,053	1,053
Totals for GL# 001-572-523.0300: Life Insurance & EAP			1,053
001-572-524.0100 Workers' Compensation			
Workers' Compensation	1	10,456	10,456
Totals for GL# 001-572-524.0100: Workers' Compensation			10,456
001-572-531.1600 Contract Services			
CRA Parks Landscape (City Portion)	1	59,000	59,000
GPS Device Annually 17-303,420,586,637-39,759,20509,20594	6	338	2,028
Pest Control-Park Buildings 4 Qtr	1	200	200
Sonitrol Monitoring-17th St Tool Room	1	600	600
Temporary Contract Labor	1	20,000	20,000
Totals for GL# 001-572-531.1600: Contract Services			81,828
001-572-534.1600 Lot Clearing			
Emergency Tree Removal	1	4,000	4,000
Mangrove Trimming Estuary Park	1	4,000	4,000
Mangrove Trimming/Riverside Park	1	4,000	4,000
Totals for GL# 001-572-534.1600: Lot Clearing			12,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Parks and Recreation - 572**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-572-540.5100 Travel and Per Diem			
CDL Training	5	60	300
Totals for GL# 001-572-540.5100: Travel and Per Diem			300
001-572-541.1100 Communications			
Cell Service - Crew Leader	1	500	500
Cell Service - Supervisor	1	500	500
Totals for GL# 001-572-541.1100: Communications			1,000
001-572-543.0000 Utility Services			
City Of Palmetto Utilities	1	25,000	25,000
FPL	1	25,000	25,000
Totals for GL# 001-572-543.0000: Utility Services			50,000
001-572-544.1500 Rental Expenses			
Misc Rental Of Equipment	1	1,000	1,000
Port-O-Let Rentals	1	1,000	1,000
Totals for GL# 001-572-544.1500: Rental Expenses			2,000
001-572-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	10,297	41,188
Totals for GL# 001-572-545.1200: Insurance			41,188
001-572-546.3400 Repair & Maintenance			
A/C Maintenance (Quarterly)	4	57	228
Miscellaneous Fencing	1	1,000	1,000
Repair & Maintenance	1	30,000	30,000
Repair-Maintenance-Estuary	1	15,000	15,000
Repair-Maintenance-Parks-Fence	1	1,000	1,000
Shell For Trails and Parking	1	4,000	4,000
Totals for GL# 001-572-546.3400: Repair & Maintenance			51,228
001-572-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	15,000	15,000
Totals for GL# 001-572-546.4000: Vehicle Repair & Maintenance			15,000
001-572-551.1200 Office Supplies			
Office Supplies	1	200	200
Totals for GL# 001-572-551.1200: Office Supplies			200
001-572-552.0000 Hurricane Materials/Supplies			
Emergency Equipment-Materials	1	1,000	1,000
Totals for GL# 001-572-552.0000: Hurricane Materials/Supplies			1,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Parks and Recreation - 572**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-572-552.1100 Chemicals			
Fertilizer	1	500	500
Fungicides	1	1,000	1,000
Herbicides	1	2,000	2,000
Pesticides	1	2,000	2,000
Totals for GL# 001-572-552.1100: Chemicals			5,500
001-572-552.1500 Fuel and Lubricants			
Tractors-Mowers-Equipment	1	5,000	5,000
Vehicles-Equipment	1	17,000	17,000
Totals for GL# 001-572-552.1500: Fuel and Lubricants			22,000
001-572-552.1700 Irrigation Supplies			
Irrigation Repairs City Wide	1	3,000	3,000
Totals for GL# 001-572-552.1700: Irrigation Supplies			3,000
001-572-552.2000 Tree and Landscape Fund			
Tree-Landscape Reserve	1	20,000	20,000
Totals for GL# 001-572-552.2000: Tree and Landscape Fund			20,000
001-572-552.2100 Landscaping Material			
Gateway Landscape	1	1	1
Landscape Materials Parks	1	5,000	5,000
Totals for GL# 001-572-552.2100: Landscaping Material			5,001
001-572-552.2300 Operating Expenses			
Hurricane Supplies	1	2,000	2,000
Safety Ware	1	2,000	2,000
Toilet Tissue And Cleaning Supplies	1	3,000	3,000
Totals for GL# 001-572-552.2300: Operating Expenses			7,000
001-572-552.3900 Safety Program Expense			
Personal Protective Equipment	1	500	500
Safety Footwear Program	8	150	1,200
Totals for GL# 001-572-552.3900: Safety Program Expense			1,700
001-572-552.4200 Small Tools/Equipment			
Backpack Blowers	1	400	400
Chainsaws	3	300	900
Curved Shat Edger	2	400	800
Trash Receptacles-Parks For 17th, Sutton, MLK	20	300	6,000
Weed Eaters	2	400	800
Totals for GL# 001-572-552.4200: Small Tools/Equipment			8,900
001-572-552.5100 Uniform Purchases and Cleaning			
Uniforms	8	300	2,400
Totals for GL# 001-572-552.5100: Uniform Purchases and Cleaning			2,400



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Parks and Recreation - 572**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-572-555.1300 Technical/Training			
Aquatics Training	1	500	500
CDL License	4	300	1,200
Pesticide Training	1	500	500
Totals for GL# 001-572-555.1300: Technical/Training			2,200
001-572-564.0100 Machinery & Equipment			
Bush Hog	1	10,000	10,000
Totals for GL# 001-572-564.0100: Machinery & Equipment			10,000
001-572-571.0100 Princ - Lease			
P# 12-15 20825 Grapple, Bucket Truck, Nissan Frontier	1	42,691	42,691
P# 15-16 20669-20671 Turf Mowers	1	3,039	3,039
P# 3-6 FY2023 Lease	1	17,967	17,967
P# 7-10 JD Tractor, JD Gator, Generator (Shared)	1	25,625	25,625
Totals for GL# 001-572-571.0100: Princ - Lease			89,322
001-572-572.0100 Int Exp - Lease			
P# 11-14 20825 Grapple, Bucket Truck, Nissan Frontier	1	380	380
P# 15-16 20669-20671 Turf Mowers	1	20	20
P# 3-6 FY2023 Lease	1	2,210	2,210
P# 7-10 JD Tractor, JD Gator, Generator (Shared)	1	1,042	1,042
Totals for GL# 001-572-572.0100: Int Exp - Lease			3,652
<b>Totals for Dept 572-Parks &amp; Recreation</b>			<b>\$ 949,502</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Building Department – 524

General Fund - 001

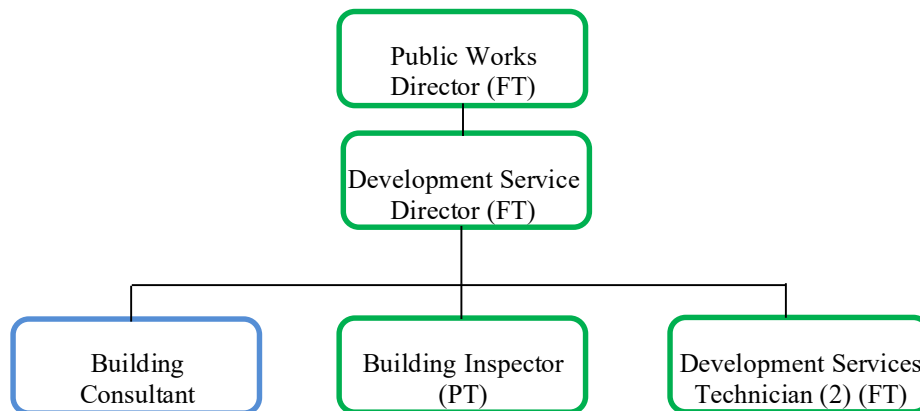
### Department Mission:

To build a safe, sustainable, and resilient community, through the enforcement of all Building Codes to ensure that all city requirements have been met concerning any new permitted work. All plans are reviewed to ensure they comply with State and Federal Standards.

### Primary Duties:

Review building and construction permit applications for compliance with building, stormwater and flood codes and regulations. Conduct inspections to ensure compliance with building, stormwater, and flood codes. Conduct necessary inspections related to issuance of Business Tax Licenses. Functions as City FEMA/Floodplain Manager and CRS Coordinator, issue related certifications and flood zone information. Review applications and assist the Planning and Code Enforcement Departments as needed. Coordinates and assists with demolition of unsafe structures. Maintain knowledge of existing building codes as well as adopted or anticipated updates. Responsible for BCEGS, CRS, and FEMA audits when required.

### Organizational Chart:



### Department Objectives:

- Update maps used by and for customers.
- To be readily accessible to the community and contractors, via meetings onsite, in office, phone, or emails; creating a great relationship between the building department, the community, and contractors.
- Implement centralized permitting services.
- Streamline permitting process using existing software.
- Continue workplace and worksite safety.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Building Department – 524

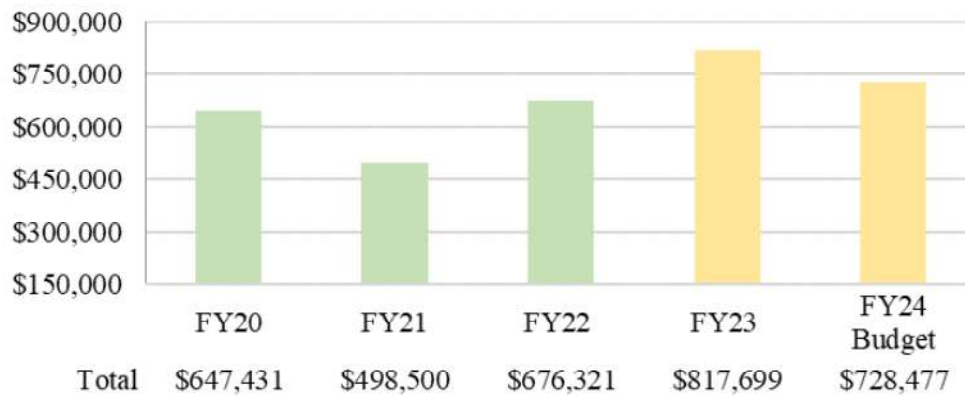
General Fund - 001

## Performance Indicators:

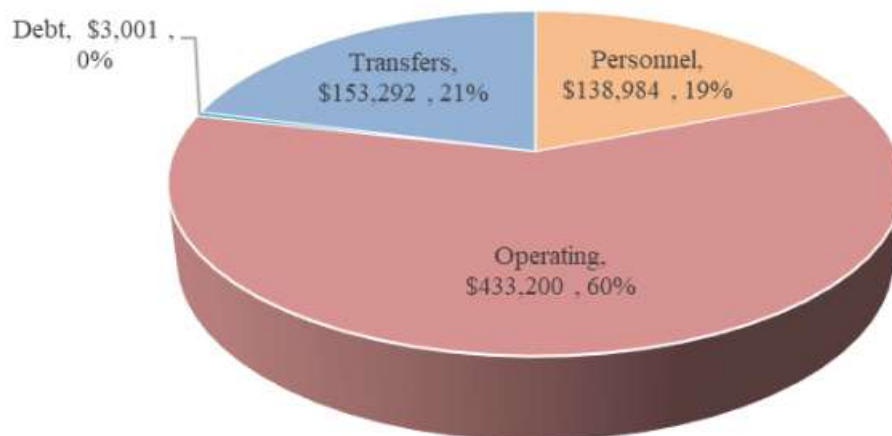
Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Number of Permits	1478	1307	1382	1350
No. Inspections for BL	203	45	93	90
*Open Permit Search	469	30	26	25

\*Change to 3<sup>rd</sup> party lien search. FY21 reflects Open Permits Search pending Building Official closeout

## Departmental Expenditures



## Budget by Category







**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-524 - BUILDING DEPARTMENT**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
001-524	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 31,461	\$ 74,862	\$ 43,151	\$ 76,594	2.3 %
513.0100	Part Time Wages	-	23,980	-	24,699	3.0 %
514.0100	Overtime - GE	-	-	171	-	- %
521.0100	FICA Taxes	2,360	7,561	3,297	7,866	4.0 %
522.2100	Retirement General Employee	5,153	6,491	3,908	7,289	12.3 %
523.0100	Health Insurance	6,463	18,872	8,650	20,570	9.0 %
523.0300	Insurance & EAP	91	246	116	252	2.4 %
524.0100	Workers' Compensation	75	176	142	182	3.4 %
529.0000	Career Advancement	-	-	-	1,532	- %
<b>Total Personnel Expenses</b>		<b>45,603</b>	<b>132,188</b>	<b>59,435</b>	<b>138,984</b>	<b>5.1 %</b>
531.0100	Consulting	-	1,220	1,220	1,200	(1.6)%
531.0300	Membership Dues	145	200	200	500	150.0 %
531.1600	Contract Services	338,025	348,659	350,000	367,500	5.4 %
534.4200	Building Demolition	-	10,000	10,000	20,000	100.0 %
540.5100	Travel and Per Diem	-	600	600	600	- %
541.1100	Communications	647	1,140	1,140	1,200	5.3 %
542.1200	Postage/Mailing Service	-	500	500	500	- %
544.0500	Operating Lease	-	350	-	-	(100.0)%
545.1200	Insurance	3,543	3,628	3,457	4,700	29.5 %
546.3400	Repair & Maintenance	-	500	-	500	- %
547.5100	Printing And Binding	-	500	500	500	- %
549.9600	Bank Service Charges	1,131	1,300	1,250	1,300	- %
551.1200	Office Supplies	277	300	300	300	- %
552.2300	Operating Expenses	1,496	2,013	2,015	1,700	(15.5)%
552.3900	Safety Program Expense	-	100	100	100	- %
552.4200	Small Tools/Equipment	-	587	587	500	(14.8)%
552.5100	Uniform Purchases And Cleaning	-	600	600	600	- %
555.1300	Technical/Training	-	1,273	1,273	6,500	410.6 %
598.0000	Building Permit Surcharge	38,151	25,000	27,001	25,000	- %
<b>Total Operating Expenses</b>		<b>383,415</b>	<b>398,470</b>	<b>400,743</b>	<b>433,200</b>	<b>8.7 %</b>
564.4900	Capital Leases	162	11,539	11,539	-	(100.0)%
<b>Total Capital Purchases</b>		<b>162</b>	<b>11,539</b>	<b>11,539</b>	<b>-</b>	<b>(100.0)%</b>
571.0100	Princ - Lease	1,397	2,832	2,832	2,884	1.8 %
572.0100	Interest Expense - Lease	103	172	172	117	(32.0)%
<b>Total Debt Service</b>		<b>1,500</b>	<b>3,004</b>	<b>3,004</b>	<b>3,001</b>	<b>(0.1)%</b>
591.0100	Transfer Out - Admin Services	157,454	135,289	135,289	153,292	13.3 %



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-524 - BUILDING DEPARTMENT**  
**Cost Center Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>001-524</b>						
591.0700	Transfer To Capital Projects Fund	4,000	150,000	150,000	-	(100.0)%
	<b>Total Transfers-Out</b>	<b>161,454</b>	<b>285,289</b>	<b>285,289</b>	<b>153,292</b>	<b>(46.3)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 592,134</b>	<b>\$ 830,490</b>	<b>\$ 760,010</b>	<b>\$ 728,477</b>	<b>(12.3)%</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Building - 524**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-524-512.0100 Regular Salaries			
Regular Salaries	1	76,594	76,594
Totals for GL# 001-524-512.0100: Regular Salaries			76,594
001-524-513.0100 Part Time Wages			
Part Time Wages	1	24,699	24,699
Totals for GL# 001-524-513.0100: Part Time Wages			24,699
001-524-521.0100 FICA Taxes			
FICA Taxes	1	7,866	7,866
Totals for GL# 001-524-521.0100: FICA Taxes			7,866
001-524-522.2100 Retirement General Employee			
General Employee Pension	1	7,289	7,289
Totals for GL# 001-524-522.2100: Retirement General Employee			7,289
001-524-523.0100 Health Insurance			
Health Insurance	1	20,570	20,570
Totals for GL# 001-524-523.0100: Health Insurance			20,570
001-524-523.0300 Life Insurance			
Life Insurance	1	252	252
Totals for GL# 001-524-523.0300: Life Insurance			252
001-524-524.0100 Workers' Compensation			
Workers' Compensation	1	182	182
Totals for GL# 001-524-524.0100: Workers' Compensation			182
001-524-529.0000 Career Advancement			
Career Advancement	1	1,532	1,532
Totals for GL# 001-524-529.0000: Career Advancement			1,532
001-524-531.0100 Consulting			
Consulting	1	1,200	1,200
Totals for GL# 001-524-531.0100: Consulting			1,200
001-524-531.0300 Membership Dues			
Membership-Training-ICC-FEMA-ASFPM-FFMA-Boat	1	500	500
Totals for GL# 001-529.0000: Career Advancement			500
001-524-531.1600 Contract Services			
Contract Inspector When Needed	1	367,500	367,500
Totals for GL# 001-524-531.1600: Contract Services			367,500
001-524-534.4200 Building Demolition			
Building Demolition	1	20,000	20,000
Totals for GL# 001-524-534.4200: Building Demolition			20,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Building - 524**

**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-524-540.5100 Travel and Per Diem			
Webinars - Permitting Tech	2	300	600
Totals for GL# 001-524-540.5100: Travel and Per Diem			600
001-524-541.1100 Communications			
Cell Service-Building Inspector	1	600	600
Cell Service-Building Official/Permitting Tech	1	600	600
Totals for GL# 001-524-541.1100: Communications			1,200
001-524-542.1200 Postage/Mailing Services			
Postage-Mailing-Certified Letters	1	500	500
Totals for GL# 001-524-542.1200: Postage/Mailing Services			500
001-524-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	1,175	4,700
Totals for GL# 001-524-545.1200: Insurance			4,700
001-524-546.3400 Repair & Maintenance			
Repair & Maintenance	1	500	500
Totals for GL# 001-524-546.3400: Repair & Maintenance			500
001-524-547.5100 Printing and Binding			
Building Permit Placard CRS-Flood & Public Documents	1	500	500
Totals for GL# 001-524-547.5100: Printing and Binding			500
001-524-549.9600 Bank Service Charges			
Credit Card Fees	1	1,300	1,300
Totals for GL# 001-524-549.9600: Bank Service Charges			1,300
001-524-551.1200 Office Supplies			
Office Supplies	1	300	300
Totals for GL# 001-524-551.1200: Office Supplies			300
001-524-552.2300 Operating Expenses			
Toner-Coffee-Service-Janitorial	1	1,700	1,700
Totals for GL# 001-524-552.2300: Operating Expenses			1,700
001-524-552.3900 Safety Program Expense			
Inspection Safety Vests	1	100	100
Totals for GL# 001-524-552.3900: Safety Program Expense			100
001-524-552.4200 Small Tools/Equipment			
Minor Equipment, Printer	1	500	500
Totals for GL# 001-524-552.4200: Small Tools/Equipment			500



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Building - 524**

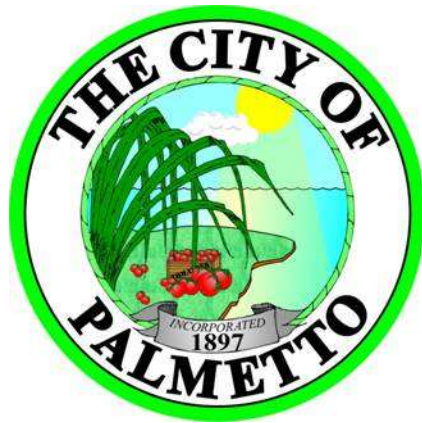
**General Fund - 001**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
001-524-552.5100 Uniform Purchases and Cleaning			
Uniform Shirts For Bldg Techs	2	300	600
Totals for GL# 001-524-552.5100: Uniform Purchases and Cleaning			600
001-524-555.1300 Technical/Training			
BS&A On-Site Training	1	5,000	5,000
Seminar/Webinar/Online Course	1	1,500	1,500
Totals for GL# 001-524-555.1300: Technical/Training			6,500
001-524-571.0100 Princ - Lease			
P# 7-10 PW Generator (Shared)	1	2,884	2,884
Totals for GL# 001-524-571.0100: Princ - Lease			2,884
001-524-572.0100 Int Exp - Lease			
P# 7-10 PW Generator (Shared)	1	117	117
Totals for GL# 001-524-572.0100: Int Exp - Lease			117
001-524-591.0100 Transfer To General Fund - Allocations			
Allocations To General Fund	1	153,292	153,292
Totals for GL# 001-524-591.0100: Transfer To General Fund - Allocations			153,292
001-524-598.0000 Building Permit Surcharge			
Building Permit Surcharge	1	25,000	25,000
Totals for GL# 001-524-598.0000: Building Permit Surcharge			25,000
<b>Totals for Dept 524-Building Department</b>		<b>\$</b>	<b>728,477</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### General Fund Grants – 70X

### Multiple Funds

#### Primary Duties:

Administer, budget, and report all grants to granting agencies accurately and timely.

#### Department Objectives:

- Accurately report all grants accurately and timely.
- Monitor all grants to ensure compliance to grant contracts.
- To provide accurately and timely reports to grantor.
- To communicate the requirements to internal staff and vendors.
- To stay current on grant guidelines, requirements, and cost principles.

#### Goals & Accomplishments:

- Monitor funding for the American Rescue Plan Act funding project list to meet expected grant deadlines
- Awarded \$1.5 million CDBG Economic Development Block Grant – 7<sup>th</sup> St Extension to new Hotel. Award was increased to \$3.2 million in FY23
- Awarded 750K CDBG Housing Rehabilitation
- Finalized with FEMA – Hurricane Ian reimbursement and closeout
- Coordinate with FEMA – Hurricane Idalia and provide reports as needed

#### Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
*Grant Award Dollars	16,509,323	16,534,987	10,085,937	9,036,545
*Grant Award Closeout	\$7,324,925	\$80,692		\$7,455,245
*Award Grants in Progress	12	6	5	7
Grant Award Submitted				4

\*Cumulative



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-701 - FEDERAL GRANTS**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>001-701</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
<b>EXPENDITURES</b>						
752.0000-9048	Hurricane Ian	\$ 145	\$ -	\$ 17,265	\$ -	- %
752.2300-9706	ARPA Cybersecurity	61,022	-	-	-	- %
752.4200-9006	Bulletproof Vest Grant	4,400	3,600	3,600	-	(100.0)%
	<b>Total Operating Expenses</b>	<b>65,567</b>	<b>3,600</b>	<b>20,865</b>	<b>-</b>	<b>(100.0)%</b>
764.0100-9702	ARPA Police Camera System	-	297,431	297,820	-	(100.0)%
764.0100-9703	ARPA Police Radios	309,754	151,160	151,160	-	(100.0)%
764.0100-9708	ARPA Outdoor Recreation	-	100,000	100,000	-	(100.0)%
	<b>Total Capital Purchases</b>	<b>309,754</b>	<b>548,591</b>	<b>548,980</b>	<b>-</b>	<b>(100.0)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 375,321</b>	<b>\$ 552,191</b>	<b>\$ 569,845</b>	<b>\$ -</b>	<b>(100.0)%</b>





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**001-703 - LOCAL GRANTS**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>EXPENDITURES</b>						
734.5000-9046	WCIND Boat Removal - Grant FY22	\$ 11,948	\$ 8,052	\$ 8,052	\$ -	(100.0)%
734.5000-9051	WCIND Boat Removal - Grant FY23	-	10,000	10,000	-	(100.0)%
<b>Total Operating Expenses</b>		<b>11,948</b>	<b>18,052</b>	<b>18,052</b>	<b>-</b>	<b>(200.0)%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 11,948</b>	<b>\$ 18,052</b>	<b>\$ 18,052</b>	<b>\$ -</b>	<b>(200.0)%</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### **Community Redevelopment Agency Fund - 190**

The Community Redevelopment Agency Fund (CRA) is a special revenue fund that accounts for the rehabilitation, conservation and redevelopment of certain slum or blighted areas of the City. Funding is provided primarily through tax increment funding from the City and Manatee County.

Founded in 1985, under the guidelines set in the Community Redevelopment Act of 1969 and updated with Florida Statute 163, Part III, the Palmetto CRA's goal is to improve the quality of life for all who live in the CRA area by striving to better the area in every way possible. The CRA mission emphasizes public safety, infrastructure, commerce, accountability, property maintenance and image. Funded primarily by tax increment financing (TIF), the CRA encourages strategic investments to promote a vibrant and healthy economy.

The CRA gives back to the city in many ways and in many forms. It encourages growth and redevelopment in business through storefront grants and job incentives, safety of the citizens through enhanced police protection and CEPTED (Crime Prevention Through Environmental Design) initiatives, and "fun" times for the City's families through festivals and support of the historic park and other city parks. Capital projects are at various stages to refurbish infrastructure, enhance the waterfront, enhance the appearance of the downtown and/or historic areas and provide new and improved "play areas" in the City's park system.

This fund is comprised of one cost center which is:

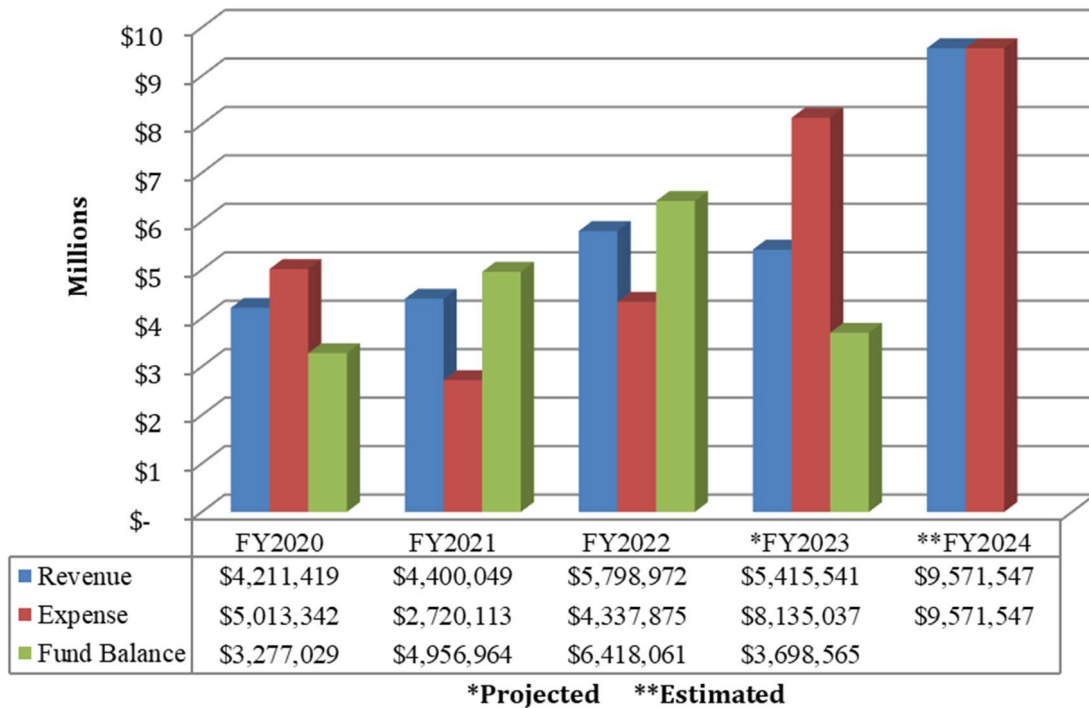
- 559 - CRA

This cost center supports the administration activities of the CRA staff, capital expenditures, debt service for its capital loan, and accounts for the support activities to other City services and the incentives to the City residents and business owners. On occasion, the CRA will support a capital project within the CRA District with the City and grant monies. On these joint projects, the funds will be transferred into the Joint Capital Projects Fund, Fund 390.

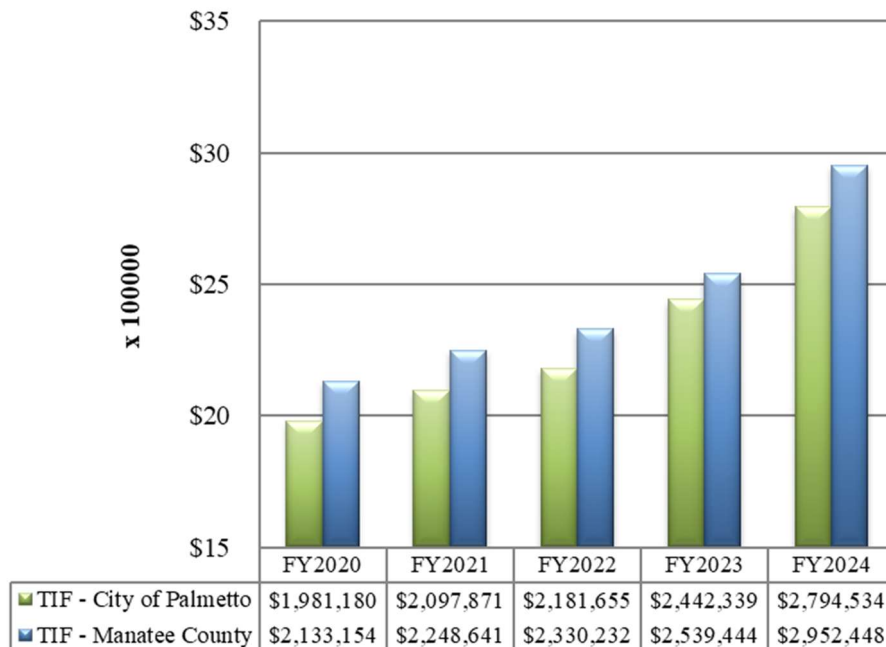


# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## CRA FUND – 190 5-Year Revenue, Expense and Fund Balance



## 5-Year History of Tax Incremental Funds (TIF)



- ❖ TIF Funds from the City increased 14.4% from FY2023
- ❖ TIF Funds from Manatee County increased 16.3% from FY2023



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Community Redevelopment Agency (CRA) – 559

CRA Fund – 190

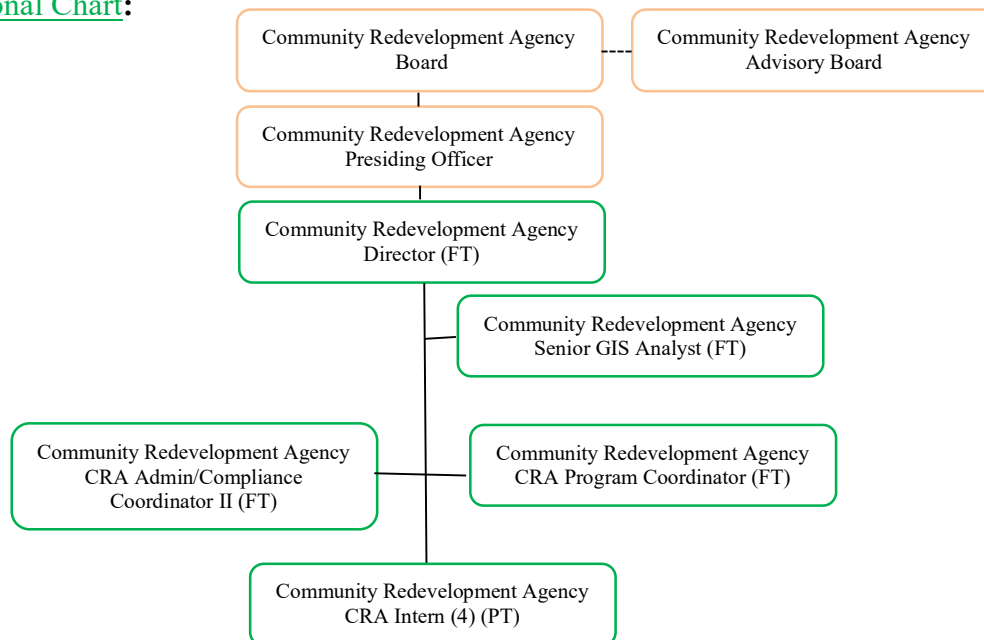
### Department Mission:

The Community Redevelopment Agency (CRA) is a dependent increment revenue district established by City government for the purpose of carrying out redevelopment activities according the Redevelopment Plan in the designated redevelopment area. General topics of the plan include accountability, property maintenance, image, public safety, infrastructure, commerce, and housing.

### Primary Duties:

Operate within the CRA plan to eliminate and/or minimize slum and blighted areas within the CRA District.

### Organizational Chart:



### Department Objectives:

- Strive for fiscal, legal, and ethical accountability to the public and Federal/State/Local mandates.
- Improve the district's minimum level of property maintenance through increased public and private activities.
- Promote an image of Palmetto that promotes a safe, vibrant, diverse, quaint, developing and redeveloping community.
- Reduce the probability of and/or eliminate crime and increase public safety through Community Policing Innovations.
- Engage in infrastructure projects above and beyond the Governing Body norm.
- Develop employment opportunities and diverse retail, industrial and commercial economies.
- Develop residential structures.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### Community Redevelopment Agency (CRA) – 559 CRA Fund – 190

#### Goals & Accomplishments:

- Accountability:
  - Training offered to board, advisory board and staff
  - Active participation in the professional redevelopment association
  - Actively sought grant and funding partners
- Property Maintenance:
  - Performed enhanced maintenance in CRA parks and property
- Image:
  - Host annual 4<sup>th</sup> of July and Multicultural Festivals
  - Disseminated positive information reflecting CRA programs and projects
  - Produced annual report
- Public Safety
  - Funded Palmetto Police Community Policing
  - Encouraged CPTED through incentives
- Infrastructure
  - Planned and constructed Connor Park
- Commerce
  - Provided incentives
  - Administered façade grants
  - Purchased necessary property for redevelopment and parking
- Housing
  - Purchased property and demolished substandard housing

#### Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Developer Incentive Payments	7	8	8	8
Storefront Grants	2	3	2	2
Assessed Property Values	\$463,063,550	\$477,207,120	\$523,829,730	\$586,475,238

#### Capital Outlay:

Funding Source	Description	Amount
Carryforward	Women's Club Renovation	2,785,000
Current Revenue	Land Purchases	612,743
Current Revenue	Infrastructure	500,000
Current Revenue	Lamb/Sutton Park Improvements	480,000
Current Revenue	VFW Improvements	440,000
Current Revenue	Riverside Improvements	360,000
Current Revenue	MLK Park	300,000
Current Revenue	Palmetto Bay Oyster Restoration	225,000
Current Revenue	Haben Boulevard Improvements	195,000
Current Revenue	Miscellaneous Equipment	35,000
<b>Total</b>		<b>\$5,932,743</b>

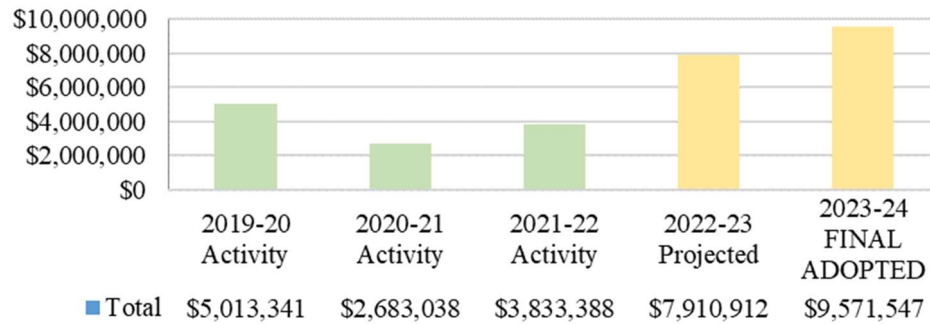


# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

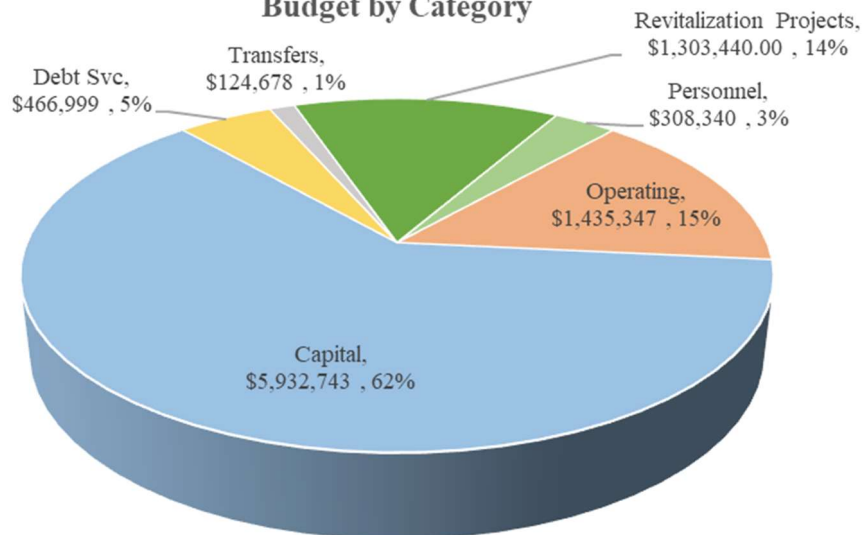
Community Redevelopment Agency (CRA) – 559

CRA Fund – 190

## Departmental Expenditures



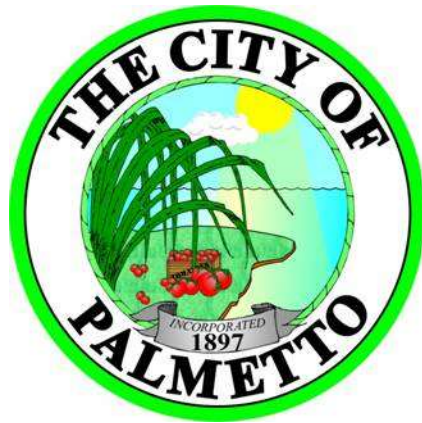
## Budget by Category





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**190 - COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND**

**Fund Summary**

	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 4,956,964	\$ 6,418,061	\$ 6,418,061	\$ 3,698,565	(42.4)%
<b>Revenues</b>					
Property Taxes	4,511,887	5,020,934	4,981,783	5,746,982	14.5 %
Charges for Services	2,061	2,000	1,805	-	(100.0)%
Interest Revenue	25,386	11,000	145,000	120,000	990.9 %
Miscellaneous	431,229	6,000	15,154	6,000	- %
Grants	537,852	150,000	208,441	-	(100.0)%
Transfers In	290,557	-	-	-	- %
Debt/Lease Proceeds	-	63,358	63,358	-	- %
Non-Revenue/Fund Balance	-	6,356,009	-	3,698,565	(41.8)%
<b>Total Revenues</b>	<b>5,798,972</b>	<b>11,609,301</b>	<b>5,415,541</b>	<b>9,571,547</b>	<b>(17.6)%</b>
<b>Expenses</b>					
Personnel Costs	392,350	521,588	274,725	308,340	(40.9)%
Operating Expense	572,180	1,188,609	1,144,793	1,435,347	20.8 %
Community Redevelopment Agency Programs	1,411,755	1,288,009	1,229,668	1,303,440	1.2 %
Capital Expense	1,665,572	8,038,919	4,913,675	5,932,743	(26.2)%
Debt Service	234,703	458,488	458,488	466,999	1.9 %
Transfer Out	61,315	113,688	113,688	124,678	9.7 %
<b>Total Expenditures</b>	<b>4,337,875</b>	<b>11,609,301</b>	<b>8,135,037</b>	<b>9,571,547</b>	<b>(17.6)%</b>
Excess Revenue Over (Under)	1,461,097	-	(2,719,496)	-	- %
<b>Fund Balance, End of Year</b>	<b>\$ 6,418,061</b>	<b>\$ 6,418,061</b>	<b>\$ 3,698,565</b>	<b>\$ 3,698,565</b>	<b>(42.4)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**190-000 - CRA REVENUE**  
**Fund Revenue Summary**

<b>Account</b> <b>190-000</b>	<b>Description</b>	<b>2022</b> <b>Actual</b>	<b>2023</b> <b>Revised</b> <b>Budget</b>	<b>2023</b> <b>Projected</b> <b>Actual</b>	<b>2024</b> <b>Adopted</b> <b>Budget</b>	<b>% Change</b> <b>of Budget</b>
<b>REVENUES</b>						
369.4700	TIF Funds-Manatee County	\$ 2,330,232	\$ 2,578,595	\$ 2,539,444	\$ 2,952,448	14.5 %
369.4900	TIF Funds-City of Palmetto	2,181,655	2,442,339	2,442,339	2,794,534	14.4 %
	<b>TOTAL</b>	<b>4,511,887</b>	<b>5,020,934</b>	<b>4,981,783</b>	<b>5,746,982</b>	<b>14.5 %</b>
<b>INTERGOVERNMENTAL - TAX</b>						
<b>INCREMENT FUNDS</b>						
331.3900-9025	Edenfield Brownfield Grant	487,403	-	58,441	-	- %
334.2400-9049	FDEP Vulnerability Grant	-	150,000	150,000	-	(100.0)%
331.4100	Capital Projects Retainage	50,449	-	-	-	- %
	<b>TOTAL</b>	<b>537,852</b>	<b>150,000</b>	<b>208,441</b>	<b>-</b>	<b>(100.0)%</b>
<b>INTERGOVERNMENTAL/ GRANT REVENUE</b>						
347.4500	Culture/Recreation - July 4th	2,061	2,000	1,805	-	(100.0)%
	<b>TOTAL CHARGES FOR</b>	<b>2,061</b>	<b>2,000</b>	<b>1,805</b>	<b>-</b>	<b>(100.0)%</b>
<b>SERVICES</b>						
361.0100	Investment Earnings	25,386	11,000	145,000	120,000	990.9 %
	<b>TOTAL INTEREST REVENUE</b>	<b>25,386</b>	<b>11,000</b>	<b>145,000</b>	<b>120,000</b>	<b>990.9 %</b>
362.9900	CRA Rental Revenue	6,320	6,000	6,000	6,000	- %
364.4100	Disposition Of Fixed Assets	92,378	-	-	-	- %
369.0200	Other Misc Revenue	-	-	1,965	-	- %
369.6800	Other Misc Rev/Refund Exp	-	-	28	-	- %
369.7190	Miscellaneous Revenue	330,926	-	6,980	-	- %
369.7401	Other Misc Rev/Ins Premium Reimb	-	-	185	-	- %
369.8001	Over/Short Cash	1	-	(4)	-	- %
389.9000	Refund Of Prior Expense	1,604	-	-	-	- %
	<b>TOTAL MISCELLANEOUS</b>	<b>431,229</b>	<b>6,000</b>	<b>15,154</b>	<b>6,000</b>	<b>- %</b>
<b>REVENUE</b>						
381.9390	Transfer In - Joint Capital Projects	290,557	-	-	-	- %
	<b>Total Transfers-In</b>	<b>290,557</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- %</b>
383.7000	Capital Lease Inception	-	63,358	63,358	-	(100.0)%
	<b>Total Debt/Lease Proceeds</b>	<b>-</b>	<b>63,358</b>	<b>63,358</b>	<b>-</b>	<b>(100.0)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**190-000 - CRA REVENUE**  
**Fund Revenue Summary**

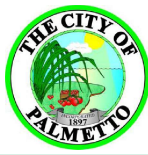
<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>190-000</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
399.0000	Funding From Fund Balance - Outstanding Enc	-	3,471,277	-	-	(100.0)%
399.6000	Funding From Equity - Capital Proj	-	2,884,732	-	3,698,565	28.2 %
	<b>Total Non-Revenue Sources</b>	<b>-</b>	<b>6,356,009</b>	<b>-</b>	<b>3,698,565</b>	<b>(41.8)%</b>
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>290,557</b>	<b>6,419,367</b>	<b>63,358</b>	<b>3,698,565</b>	<b>(42.4)%</b>
	<b>TOTAL CRA REVENUE</b>	<b>\$ 5,798,972</b>	<b>\$11,609,301</b>	<b>\$ 5,415,541</b>	<b>\$ 9,571,547</b>	<b>(17.6)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**190-559 - COMMUNITY REDEVELOPMENT AGENCY (CRA)**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
190-559	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
511.0100	Executive Salaries	\$ 108,529	\$ 98,164	\$ 20,577	\$ -	(100.0)%
512.0100	Regular Salaries	173,400	232,273	175,838	187,547	(19.3)%
513.0100	Part Time Wages	-	37,076	-	37,076	- %
514.0100	Overtime - GE	2,319	5,000	6,580	5,000	- %
514.0150	Overtime - Holiday GE	1,222	-	2,355	-	- %
521.0100	FICA Taxes	21,649	30,990	15,034	17,985	(42.0)%
522.2100	Retirement General Employee	35,705	31,908	18,000	18,476	(42.1)%
522.2500	Matching Deferred Comp	9,182	-	-	-	- %
523.0100	Health Insurance	38,113	51,540	34,717	35,607	(30.9)%
523.0300	Insurance & EAP	838	1,079	647	613	(43.2)%
524.0100	Workers' Compensation	1,393	977	977	566	(42.1)%
529.0000	Career Advancement	-	32,581	-	5,470	(83.2)%
<b>Total Personnel Expenses</b>		<b>392,350</b>	<b>521,588</b>	<b>274,725</b>	<b>308,340</b>	<b>(40.9)%</b>
531.0100	Consulting	93,246	212,786	240,000	513,000	141.1 %
531.0300	Membership Dues	8,070	9,380	9,380	18,755	99.9 %
531.0600	Attorney Fees	66,598	74,146	74,146	79,383	7.1 %
531.1600	Contract Services	70,356	112,790	120,000	87,677	(22.3)%
532.0100	Audit Services	7,500	5,600	5,600	5,700	1.8 %
534.4200	Building Demolition	-	50,000	50,000	50,000	- %
540.5100	Travel And Per Diem	15,610	21,200	21,200	24,200	14.2 %
540.5100-2101	Travel and Per Diem -Mainstreet Program	6,564	10,000	5,000	10,000	- %
541.1100	Communications	805	2,644	2,160	2,400	(9.2)%
542.1200	Postage/Mailing Service	14	200	200	1,050	425.0 %
543.0000	Utility Services	3,403	4,000	3,500	3,850	(3.8)%
544.0500	Operating Lease	2,502	3,981	3,981	3,950	(0.8)%
544.1500	Rental Expenses	29,834	31,110	30,983	31,662	1.8 %
545.1200	Insurance	12,516	18,117	18,117	22,220	22.6 %
546.3400	Repair & Maintenance	44,526	137,151	75,000	417,000	204.0 %
546.4000	Vehicle Repair & Maintenance	163	2,400	1,000	3,360	40.0 %
547.5100	Printing And Binding	481	1,472	1,472	2,500	69.8 %
548.9100	Promotional Advertising	27,034	44,050	44,050	77,500	75.9 %
549.9600	Bank Service Charges	3,335	4,000	3,000	4,000	- %
551.1200	Office Supplies	1,863	5,000	2,500	5,000	- %
552.1500	Fuel and Lubricants	379	2,200	1,000	6,000	172.7 %
552.2300	Operating Expenses	12,326	14,030	14,030	14,230	1.4 %
552.2300-2101	Operating Expense - Mainstreet Program	50	739	1,000	-	(100.0)%
552.4200	Small Tools/Equipment	1,901	5,018	5,000	4,500	(10.3)%
552.5100	Uniform Purchases And Cleaning	375	1,000	1,000	2,500	150.0 %
552.7100	Fairs & Festivals	118,703	210,000	210,000	-	(100.0)%
552.7200	Palmetto Historical Park	12,201	14,755	13,805	-	(100.0)%
552.7400	Ag Museum	7,534	8,200	8,200	-	(100.0)%



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

Account		2022	2023	2023	2024	% Change
190-559	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
554.0100	Non-Capitalized Equipment	10,542	5,000	5,000	5,000	- %
554.1200	Publications	135	1,000	500	1,000	- %
555.1300	Technical/Training	12,449	16,640	16,640	28,910	73.7 %
555.1300-2101	Technical/Training - Mainstreet Program	1,165	10,000	5,000	10,000	- %
<b>Total Operating Expenses</b>		<b>572,180</b>	<b>1,038,609</b>	<b>992,464</b>	<b>1,435,347</b>	<b>38.2 %</b>
561.0000	Land	1,622	171,972	-	612,743	256.3 %
561.0100-2001	CRA Property Improvements	-	229,124	200,000	-	(100.0)%
562.0000	Building Improvements	-	710,000	-	800,000	12.7 %
563.0000-0000	Improvements Not Buildings	-	-	-	500,000	- %
563.0000-1101	MLK Park	-	-	-	300,000	- %
563.0000-1104	Lamb/Sutton Park	-	-	-	480,000	- %
563.0000-1107	Haben Boulevard Improvements	-	-	-	195,000	- %
563.0000-1201	Linear Park Trail	1,038,189	2,153,150	2,368,917	-	(100.0)%
563.0000-2101	Mainstreet Program	-	99,261	-	-	(100.0)%
563.0000-2201	Women's Club Renovation	117,383	2,700,921	114,096	2,785,000	3.1 %
563.0000-2202	Palmetto Bay Oyster Restoration Program	800	400,000	400,000	225,000	(43.8)%
563.0000-2203	Parking Improvements	-	832,692	832,692	-	(100.0)%
564.0100	Machinery & Equipment	3,092	620,000	862,816	35,000	(94.4)%
564.4900	Capital Leases	-	63,358	63,358	-	(100.0)%
<b>Total Capital Purchases</b>		<b>1,161,086</b>	<b>7,980,478</b>	<b>4,841,879</b>	<b>5,932,743</b>	<b>(25.7)%</b>
571.0100	Princ - Lease	-	7,455	7,455	15,239	104.4 %
571.6900	Principal - 06 CRA Loan	219,750	219,750	219,750	219,750	- %
571.9000	Princ-Manatee County Pool	-	200,136	200,136	200,136	- %
572.0100	Interest Expense - Lease	-	1,147	1,147	1,874	63.4 %
572.6900	Interest Expense - CRA 2006 Loan	14,953	30,000	30,000	30,000	- %
<b>Total Debt Service</b>		<b>234,703</b>	<b>458,488</b>	<b>458,488</b>	<b>466,999</b>	<b>1.9 %</b>
582.1100	Commercial Renovation	32,683	100,000	75,000	200,000	100.0 %
582.1200	Community Renovation Program	581,410	538,897	538,897	528,339	(2.0)%
582.1400	CRA Community	34,111	37,000	37,000	30,000	(18.9)%
582.1500	Redevelopment Incentives	161,149	197,734	197,734	185,101	(6.4)%
582.1700	Remediation	602,402	174,378	174,378	-	(100.0)%
582.1800	Keep Manatee Beautiful	-	-	-	50,000	- %
582.2000-2101	Mainstreet Program	-	-	-	100,000	- %
582.2100	Residential Revitalization Program	-	240,000	206,659	210,000	(12.5)%
<b>Total Community Programs</b>		<b>1,411,755</b>	<b>1,288,009</b>	<b>1,229,668</b>	<b>1,303,440</b>	<b>1.2 %</b>
591.0100	Transfer Out - Admin Services	61,315	113,688	113,688	124,678	9.7 %
<b>Total Transfers-Out</b>		<b>61,315</b>	<b>113,688</b>	<b>113,688</b>	<b>124,678</b>	<b>9.7 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 3,833,389</b>	<b>\$11,400,860</b>	<b>\$ 7,910,912</b>	<b>\$ 9,571,547</b>	<b>(16.0)%</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Community Redevelopment Agency - 559**

**CRA Fund - 190**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
190-559-512.0100 Regular Salaries			
Regular Salaries	1	187,547	187,547
Totals for GL# 190-559-512.0100: Regular Salaries			187,547
190-559-513.0100 Part Time Wages			
Part Time Wages	1	37,076	37,076
Totals for GL# 190-559-513.0100: Part Time Wages			37,076
190-559-514.0100 Overtime - GE			
Overtime - GE	1	5,000	5,000
Totals for GL# 190-559-514.0100: Overtime - GE			5,000
190-559-521.0100 FICA Taxes			
FICA Taxes	1	17,985	17,985
Totals for GL# 190-559-521.0100: FICA Taxes			17,985
190-559-522.2100 Retirement General Employee			
General Employee Pension	1	18,476	18,476
Totals for GL# 190-559-522.2100: Retirement General Employee			18,476
190-559-523.0100 Health Insurance			
Health Insurance	1	35,607	35,607
Totals for GL# 190-559-523.0100: Health Insurance			35,607
190-559-523.0300 Life Insurance			
Life Insurance	1	613	613
Totals for GL# 190-559-523.0300: Life Insurance			613
190-559-524.0100 Workers' Compensation			
Workers' Compensation	1	566	566
Totals for GL# 190-559-524.0100: Workers' Compensation			566
190-559-529.0000 Career Advancement			
Career Advancement	1	5,470	5,470
Totals for GL# 190-559-529.0000: Career Advancement			5,470
190-559-531.0100 Consulting			
Consulting/Proj Mngt/RRP Assist	1	350,000	350,000
GIS Assistance	1	15,000	15,000
Grant Writing - Ensaf/ Carr Drain/Estuary Pk/EPA	1	50,000	50,000
Interim Director	1	78,000	78,000
Zoning Corrections/Surplus	1	20,000	20,000
Totals for GL# 190-559-531.0100: Consulting			513,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Community Redevelopment Agency - 559**

**CRA Fund - 190**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
190-559-531.0300 Membership Dues			
Amazon Business Prime	1	125	125
EDC	1	9,000	9,000
Florida Brownfield Association	1	350	350
Florida Dept Of Economic Opportunity	1	175	175
Florida Housing Coalition	1	200	200
Florida Redevelopment Association	1	2,500	2,500
International Economic Development	1	455	455
Miscellaneous	1	5,000	5,000
National Brownfield Coalition	1	750	750
Public Notary	1	200	200
Totals for GL# 190-559-531.0300: Membership Dues			18,755
190-559-531.0600 Attorney Fees			
General Legal Fees - 19%	1	69,383	69,383
Miscellaneous Fees	1	10,000	10,000
Totals for GL# 190-559-531.0600: Attorney Fees			79,383
190-559-531.1600 Contract Services			
Cleaning Services	52	150	7,800
CRA Office Alarm System	12	43	516
General Repairs	1	5,000	5,000
Growers - Termite Renewal	1	435	435
HVAC Annual Maintenance	2	300	600
Landscape	1	10,000	10,000
Lawn Maint - 200 11th St Dr W - Group M	18	25	450
Lawn Maint - 409 9th St W - Group K -	18	2,300	41,400
Lawn Maint - 440 10th Ave W - Group N - Old FBC Parking Lot	18	40	720
Lawn Maint - 540 10th St W - Group L	18	165	2,970
Microsoft Monthly Fee	12	320	3,840
Old Slicks Property Fencing	1	3,153	3,153
Pest Control	1	120	120
Riverside Fencing	1	5,546	5,546
VFW - Rodent	1	1,000	1,000
Woman's Club Alarm	12	71	852
Woman's Club Fencing	1	3,275	3,275
Totals for GL# 190-559-531.1600: Contract Services			87,677
190-559-532.0100 Audit Services			
Audit Services	1	5,700	5,700
Totals for GL# 190-559-532.0100: Audit Services			5,700
190-559-534.4200 Building Demolition			
Demolition	1	50,000	50,000
Totals for GL# 190-559-534.4200: Building Demolition			50,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Community Redevelopment Agency - 559**

**CRA Fund - 190**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
190-559-540.5100 Travel and Per Diem			
Brownfields	1	2,000	2,000
CDFA	1	1,400	1,400
Certification	1	5,000	5,000
Florida Housing Coalition	1	1,800	1,800
FRA Conference	1	10,000	10,000
GIS Conference	1	3,000	3,000
Miscellaneous	1	1,000	1,000
Totals for GL# 190-559-540.5100: Travel and Per Diem			24,200
190-559-540.5100-2101 Travel and Per Diem - Mainstreet Program			
Main Street	1	10,000	10,000
Totals for GL# 190-559-540.5100-2101: Travel and Per Diem - Mainstreet Program			10,000
190-559-541.1100 Communications			
Cell Service - Adm & Comp Coord	1	600	600
Cell Service - CRA Director	1	600	600
Cell Service - GIS	1	600	600
Cell Service - Program Coord	1	600	600
Totals for GL# 190-559-541.1100: Communications			2,400
190-559-542.1200 Postage/Mailing Services			
City Hall Postage Meter	1	50	50
Postage	1	1,000	1,000
Totals for GL# 190-559-542.1200: Postage/Mailing Services			1,050
190-559-543.0000 Utility Services			
FPL	1	3,850	3,850
Totals for GL# 190-559-543.0000: Utility Services			3,850
190-559-544.0500 Operating Lease			
New Copier Lease: Pmnt 3-14 Of 36	12	225	2,700
Pages Copied/Printed	1	1,250	1,250
Totals for GL# 190-559-544.0500: Operating Lease			3,950
190-559-544.1500 Rental Expenses			
Office Rent May - Sept Include 3% Increase	5	2,684	13,420
Office Rent Oct - April Terms 4/31/2024	7	2,606	18,242
Totals for GL# 190-559-544.1500: Rental Expenses			31,662
190-559-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	1	22,220	22,220
Totals for GL# 190-559-545.1200: Insurance			22,220





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Community Redevelopment Agency - 559**

**CRA Fund - 190**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
190-559-546.3400 Repair & Maintenance			
CRA Projects/Misc	1	100,000	100,000
Enhanced Landscaping Of CRA Properties/Parks	12	16,000	192,000
Gateway Repairs	1	10,000	10,000
Haben Blvd Repairs	1	10,000	10,000
Junk Abatement - Removal	1	10,000	10,000
Paver Maint Required Annually	11	5,000	55,000
Sutton Park Repairs	1	10,000	10,000
Tree Trimming	1	15,000	15,000
VFW Repairs	1	5,000	5,000
Woman's Club Repairs	1	10,000	10,000
Totals for GL# 190-559-546.3400: Repair & Maintenance			417,000
190-559-546.4000 Vehicle Repair & Maintenance			
Car Wash	12	30	360
Misc.	1	3,000	3,000
Totals for GL# 190-559-546.4000: Vehicle Repair & Maintenance			3,360
190-559-547.5100 Printing and Binding			
Business Cards	1	500	500
Misc	1	1,750	1,750
Stationery	1	250	250
Totals for GL# 190-559-547.5100: Printing and Binding			2,500
190-559-548.9100 Dissemination of CRA Information			
Bags	1	15,000	15,000
Community Outreach	1	50,000	50,000
FRA Conf	1	10,000	10,000
Misc	1	2,500	2,500
Totals for GL# 190-559-548.9100: Dissemination of CRA Information			77,500
190-559-549.9600 Bank Service Charges			
Bank Charges	1	4,000	4,000
Totals for GL# 190-559-549.9600: Bank Service Charges			4,000
190-559-551.1200 Office Supplies			
Office Supplies	1	5,000	5,000
Totals for GL# 190-559-551.1200: Office Supplies			5,000
190-559-552.1500 Fuel and Lubricants			
Fuel For CRA Vehicles	1	6,000	6,000
Totals for GL# 190-559-552.1500: Fuel and Lubricants			6,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Community Redevelopment Agency - 559**

**CRA Fund - 190**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
190-559-552.2300 Operating Expenses			
Awards	1	1,000	1,000
Bradenton Herald - Annual Online Subscription	1	200	200
General Operating Expenses	1	5,000	5,000
GIS Software - Esri Online	1	2,500	2,500
Herald Tribune	1	200	200
Office 365 Monthly Fee	1	4,658	4,658
Woman's Club Wi-Fi	12	56	672
Totals for GL# 190-559-552.2300-OPERATING EXPENSES			14,230
190-559-552.4200 Small Tools/Equipment			
Small Tools/Equipment	1	4,500	4,500
Totals for GL# 190-559-552.4200: Small Tools/Equipment			4,500
190-559-552.5100 Uniform Purchases and Cleaning			
Staff Apparel	1	2,500	2,500
Totals for GL# 190-559-552.5100: Uniform Purchases and Cleaning			2,500
190-559-554.0100 Non-Capitalized Equipment			
Equipment	1	5,000	5,000
Totals for GL# 190-559-554.0100: Non-Capitalized Equipment			5,000
190-559-554.1200 Publications			
Publications	1	1,000	1,000
Totals for GL# 190-559-554.1200: Publications			1,000
190-559-555.1300 Technical/Training			
Annual Conference Fees	1	5,000	5,000
Continued Education/Training	1	1,000	1,000
CRA Certification	1	6,750	6,750
CRED	1	10,000	10,000
Florida Housing Coalition	1	800	800
GIS	1	1,000	1,000
LinkedIn Learning	10	336	3,360
Misc.	1	1,000	1,000
Totals for GL# 190-559-555.1300: Technical/Training			28,910
190-559-555.1300-2101 Technical/Training - Mainstreet Program			
Mainstreet Training	1	10,000	10,000
Totals for GL# 190-559-555.1300-2101: Technical/Training - Mainstreet Program			10,000
190-559-561.0000 Land			
Land Purchases	1	612,743	612,743
Totals for GL# 190-559-561.0000: Land			612,743
190-559-562.0000 Building Improvements			
Riverside Floating Dock	1	200,000	200,000
Riverside Pavilion	1	160,000	160,000
VFW - Matching Historic Grant	1	50,000	50,000
VFW Improvements	1	390,000	390,000
Totals for GL# 190-559-562.0000: Building Improvements			800,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Community Redevelopment Agency - 559**

**CRA Fund - 190**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
190-559-563.0000 Infrastructure Enhancements			
Infrastructure Enhancements	1	500,000	500,000
Totals for GL# 190-559-563.0000: Infrastructure Enhancements			500,000
190-559-563.0000-1101 MLK Park			
Cx Playground w/ Site Amenities/Prof Services	1	300,000	300,000
Totals for GL# 190-559-563.0000-1101: MLK Park			300,000
190-559-563.0000-1104 Lamb/Sutton Park			
Monument	1	95,000	95,000
Sutton Park Improvements	1	385,000	385,000
Totals for GL# 190-559-563.0000-1104: Lamb/Sutton Park			480,000
190-559-563.0000-1107 Haben Boulevard Improvements			
Art	1	95,000	95,000
Median	1	100,000	100,000
Totals for GL# 190-559-563.0000-1107: Haben Boulevard Improvements			195,000
190-559-563.0000-2201 Women's Club Renovation			
Artwork	1	185,000	185,000
Women's Club Renovation	1	2,600,000	2,600,000
Totals for GL# 190-559-563.0000-2201: Women's Club Renovation			2,785,000
190-559-563.0000-2202 Palmetto Bay Oyster Restoration Program			
Annual Monitoring Required	1	25,000	25,000
Restoration Program	1	200,000	200,000
Totals for GL# 190-559-563.0000-2202: Palmetto Bay Oyster Restoration Program			225,000
190-559-564.0100 Machinery & Equipment			
Lincoln Park Sign	1	30,000	30,000
Misc Electronics	1	5,000	5,000
Totals for GL# 190-559-564.0100: Machinery & Equipment			35,000
190-559-571.0100 Princ - Lease			
P# 3-6 FY2023 Lease	1	15,239	15,239
Totals for GL# 190-559-571.0100: Princ - Lease			15,239
190-559-571.6900 Princ - 06 CRA Loan			
CRA Loan Principal ( 65-68 Out Of 80 Pymts)	1	219,750	219,750
Totals for GL# 190-559-571.6900: Princ - 06 CRA Loan			219,750
190-559-571.9000 Princ-Manatee County Pool Loan			
Lincoln Park Pool	1	200,136	200,136
Totals for GL# 190-559-571.9000: Princ-Manatee County Pool Loan			200,136
190-559-572.0100 Int Exp - Lease			
P# 3-6 FY2023 Lease	1	1,874	1,874
Totals for GL# 190-559-572.0100: Int Exp - Lease			1,874



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Community Redevelopment Agency - 559**

**CRA Fund - 190**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
190-559-572.6900 Int Exp - 06 CRA Loan			
CRA Loan Interest (69-72 Out Of 80 Pymts)	1	30,000	30,000
Totals for GL# 190-559-572.6900: Int Exp - 06 CRA Loan			30,000
190-559-582.1100 Commercial Renovation			
Commercial Renovation - SFG's	1	200,000	200,000
Totals for GL# 190-559-582.1100: Commercial Renovation			200,000
190-559-582.1200 Community Renovation Program			
Code Enforcement Officer	1	64,926	64,926
PD Subplan	1	463,413	463,413
Totals for GL# 190-559-582.1200: Community Renovation Program			528,339
190-559-582.1400 CRA Community			
Palmetto Utilities	1	30,000	30,000
Totals for GL# 190-559-582.1400: CRA Community			30,000
190-559-582.1500 Redevelopment Incentives			
7-11 PC41 - CRA Bd App 4/2/18 4/10	1	18,265	18,265
Detwiler's CRA Bd App 11/6/2017	1	26,950	26,950
Dollar General 9/10	1	6,462	6,462
Heartland - CRA Bd App 5/7/18 6/10	1	20,649	20,649
It Works! Global - 10/10	1	61,026	61,026
O'Reilly Auto Parts 8/10	1	4,967	4,967
Palmetto Animal Clinic 10/10	1	6,491	6,491
Palmetto Theater 10/10	1	40,291	40,291
Totals for GL# 190-559-582.1500: Redevelopment Incentives			185,101
190-559-582.1800 Keep Manatee Beautiful			
Keep Manatee Beautiful	1	50,000	50,000
Totals for GL# 190-559-582.1800: Keep Manatee Beautiful			50,000
190-559-582.2000-2101 Mainstreet Program			
Mainstreet Program	1	100,000	100,000
Totals for GL# 190-559-582.2000-2101: Mainstreet Program			100,000
190-559-582.2100 Residential Revitalization Programs			
Junk Abatement Program	1	10,000	10,000
Residential Improvement (Outside Repairs)	1	100,000	100,000
Residential Rehab	1	100,000	100,000
Totals for GL# 190-559-582.2100: Residential Revitalization Programs			210,000
190-559-591.0100 Transfer To General Fund - Allocations			
Agenda Services	1	1,947	1,947
Finance	1	50,392	50,392
Fleet	1	5,827	5,827
HR	1	14,764	14,764
IT Services	1	51,748	51,748
Totals for GL# 190-559-591.0100: Transfer To General Fund - Allocations			124,678
<b>Totals for Dept 559-CRA</b>			<b>\$ 9,571,547</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

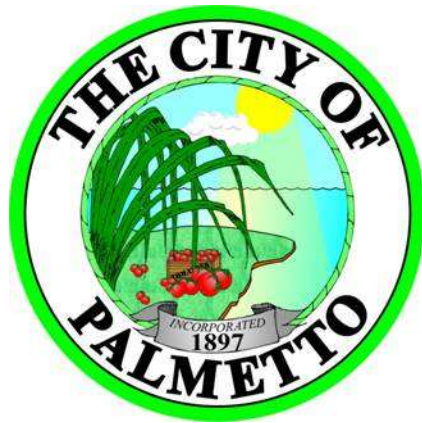
**190 - COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND**  
**Grants Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
	<b>EXPENDITURES</b>					- %
752.0000-9048	Hurricane Ian	-	-	2,329	-	- %
	<b>Total Federal Grant Expenses</b>	-	-	2,329	-	- %
731.1600-9049	FDEP Vulnerability Assessment	-	150,000	150,000	-	(100.0)%
	<b>Total State Grant Expenses</b>	-	150,000	150,000	-	(100.0)%
763.0000-1201	Connor Park	504,486	58,441	71,796	-	(100.0)%
	<b>Total Local Grant Expenses</b>	504,486	58,441	71,796	-	(100.0)%
	<b>TOTAL EXPENDITURES</b>	<u>504,486</u>	<u>208,441</u>	<u>224,125</u>	<u>-</u>	<u>(200.0)%</u>
	<b>TOTAL FUND EXPENDITURES</b>	<u>\$ 4,337,875</u>	<u>\$11,609,301</u>	<u>\$ 8,135,037</u>	<u>\$ 9,571,547</u>	<u>(17.6)%</u>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## **CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET**

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### **Road and Bridge Fund – 307**

The Road and Bridge Fund is a special revenue fund that accounts for the construction, maintenance, repair and replacement of the City's streets, roads and bridges. Financing is provided primarily through motor fuel taxes. Even though this fund does not always meet the criteria as a major fund, the City recognizes its qualitative significance and its presentation in the City's ACFR as a major fund.

This fund is comprised of one cost center:

- ♦ 541 - Road and Bridge

Gas taxes accounted for 76.3% of this fund's revenue sources in fiscal year 2024 before other financing sources in the amount of \$2,160,219 for operations. The remaining revenues come from miscellaneous interest and service-related revenues.

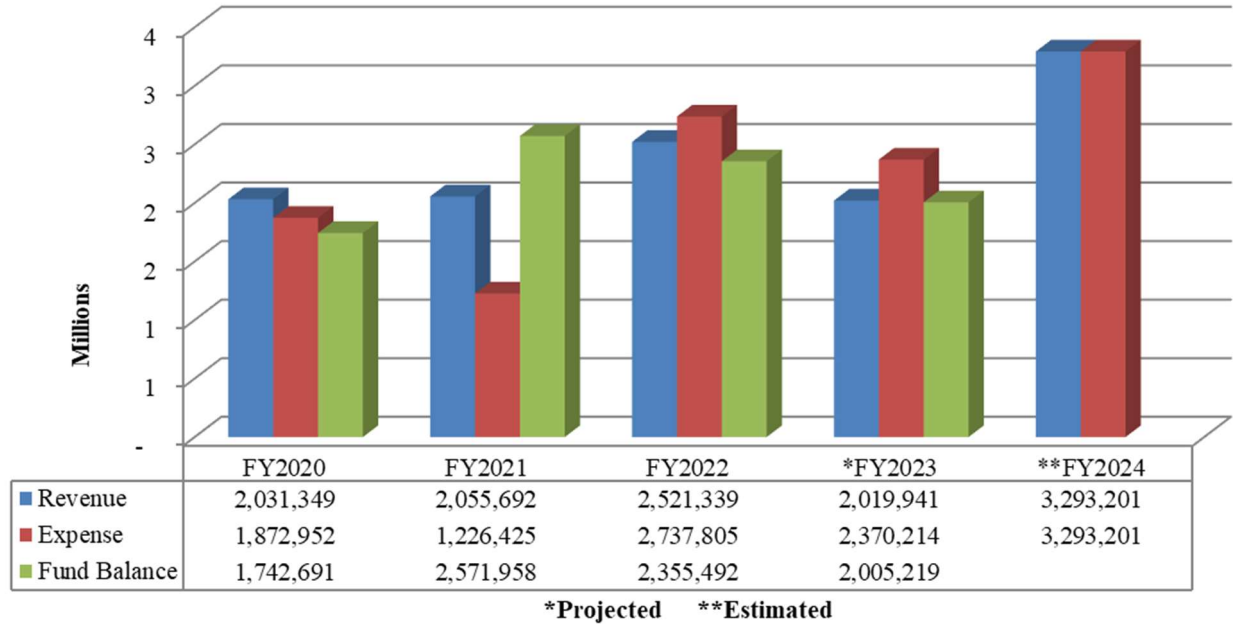
This fund is currently one of the most stable in the City with regards to the level of fund balance. During the year, gas taxes stayed on trend with the previous fiscal and with the reduction of expenses increased the fund balance for future projects. Fiscal year 2024, the fund is projected to have 7.30 months of budgeted expenses which allows for \$594,644 in funding for capital projects and will bring the fund down to 4 months. This level is well within the fund balance policy requirements.



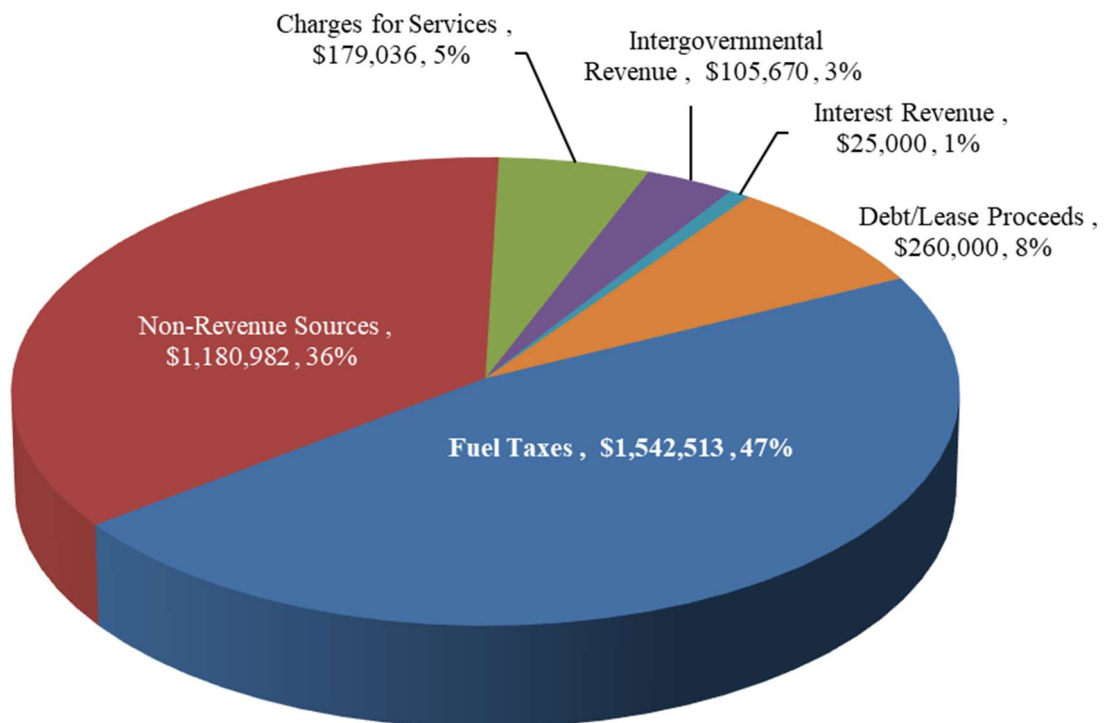
CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

ROAD AND BRIDGE FUND – 307

5-Year Revenue, Expense and Fund Balance



Revenues By Source







# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## ROAD AND BRIDGE FUND - 307

### Revenue Analysis and Forecasting

#### Revenue Trends

The Road and Bridge fund is estimated to receive \$2,112,219, in FY2024 of which 73% or \$1,542,513, is generated from Motor Fuel Taxes. State of Florida Revenue Sharing represents \$105,670 of revenue, Florida Department of Transportation Highway/Lighting and Maintenance Agreements \$179,036, and Lease Proceeds \$260,000, with \$25,000 of interest income budgeted. Additionally, \$1,180,982 of non-revenue sources will be used to fund project in the Capital Improvement Plan.

#### ***Motor Fuel Taxes – Road and Bridge Fund - \$1,42,513 (Pass thru from State)***

Motor fuel taxes are received by the city from two sources, Manatee County and the State of Florida. County governments are authorized to levy up to twelve (12) cents of fuel taxes on the purchase of gasoline and diesel fuel. These taxes are proportionately distributed to the local governments within the county's jurisdiction. (*Sections 206.41(1)(d)-(e), 206.87(1)(b)-(c), 336.021, and 336.025.*) Currently, Manatee County levies a total of twelve cents of which the City of Palmetto receives a percentage. The twelve cents is made up of four portions: 9<sup>th</sup> cent, 1 – 4 cents, 5<sup>th</sup> and 6<sup>th</sup> cent and 5 cent local option.

The final 5 cent local option gas tax was adopted and implemented in fiscal year 2007 and the breakdown of the four portions is illustrated in the following graphs. In FY2021, estimation from the county was projected to be less than prior years due to COVID.

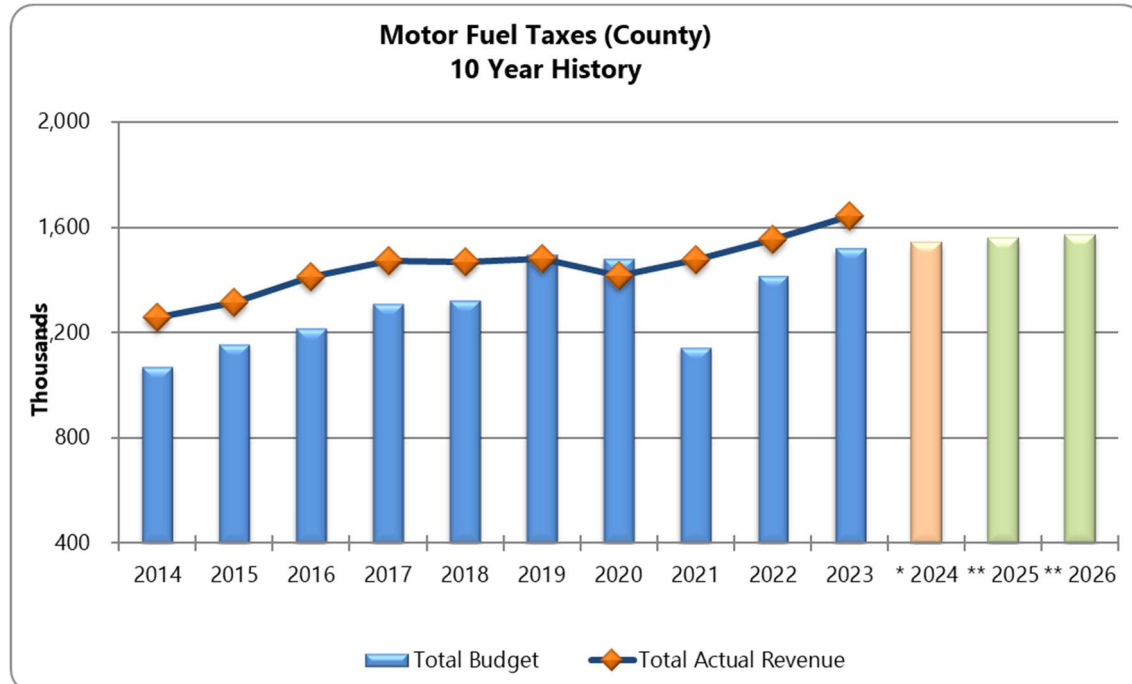


Figure 9 illustrates budgeted revenue as it compares with revenue actually received each fiscal year.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

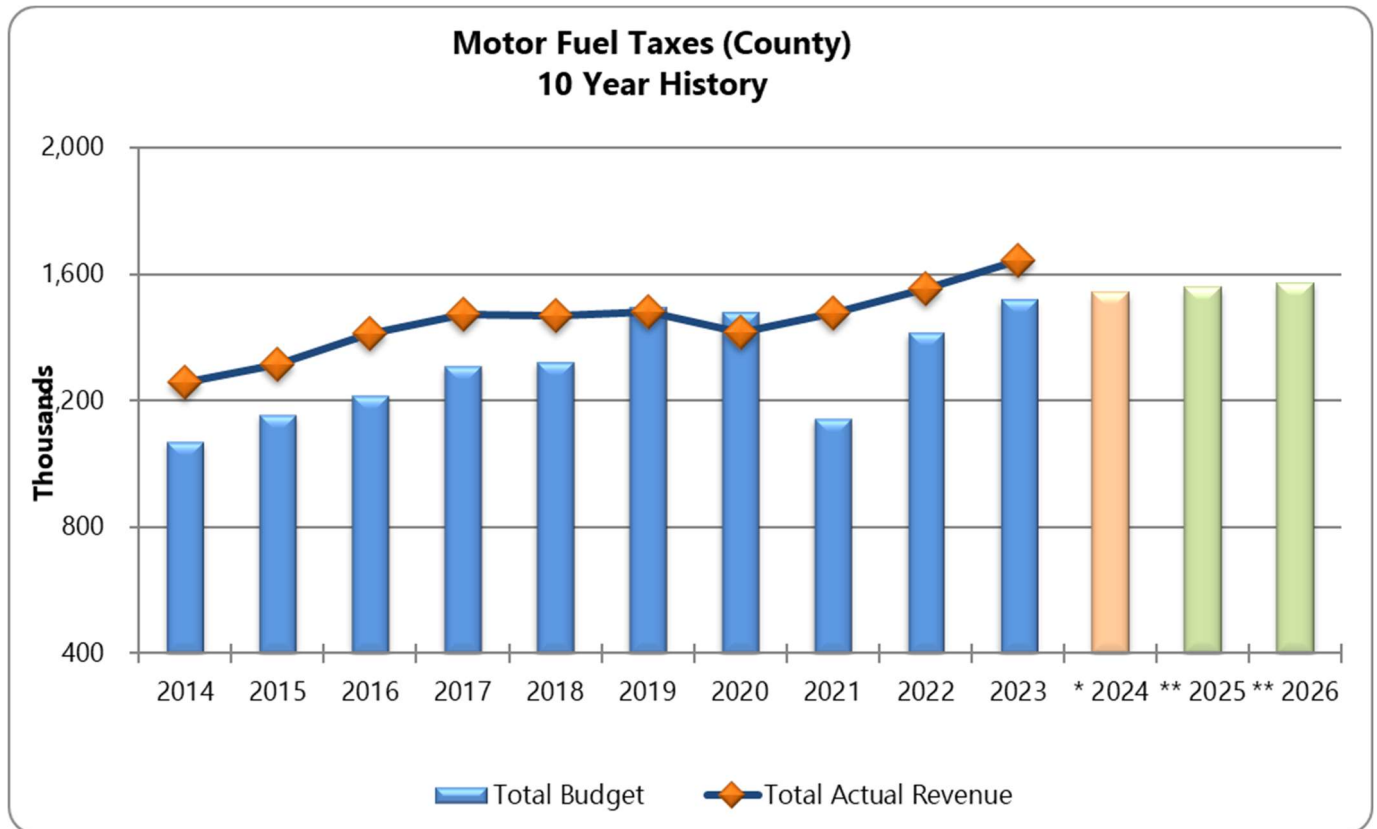


Figure 10

A smaller portion of gas taxes is received from the State of Florida in the form of the 8<sup>th</sup> cent fuel tax. This is received as state revenue sharing dollars and 18% is deposited into the Road and Bridge fund while the remaining 82% is deposited into the General Fund. The Road and Bridge Fund portion is budgeted at \$105,670 for fiscal year 2024 as shown in Figure 8 – General Fund Section.

Typically, as gasoline prices rise and the economy worsens, the demand reduces and therefore the revenue is reduced. This is illustrated in both graphs Figure 9 and 10.

Motor Fuel Tax revenues increased in FY23 by \$90,010 or 5.8%. In FY2024, estimated revenues are projected to increase by 1.5% over the prior year's budget, however this would reflect a 6% decrease compared to actual receipts in FY23. As gas prices adjust to the rebuilding of our economy, the city is projecting a 1% increase for both years.

### Charges for Services – Road and Bridge Fund

Charges for services in the Road and Bridge fund consists of \$179,036 in contracts with FDOT for highway maintenance of medians and rights-of-way, lighting and signalization. Several state and federal highways are within the Palmetto city limits and the City maintains the mowing and utilities. FDOT will then reimburse the City for those costs per the contract that is renewed annually.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Streets Department – 541

Road and Bridge Fund – 307

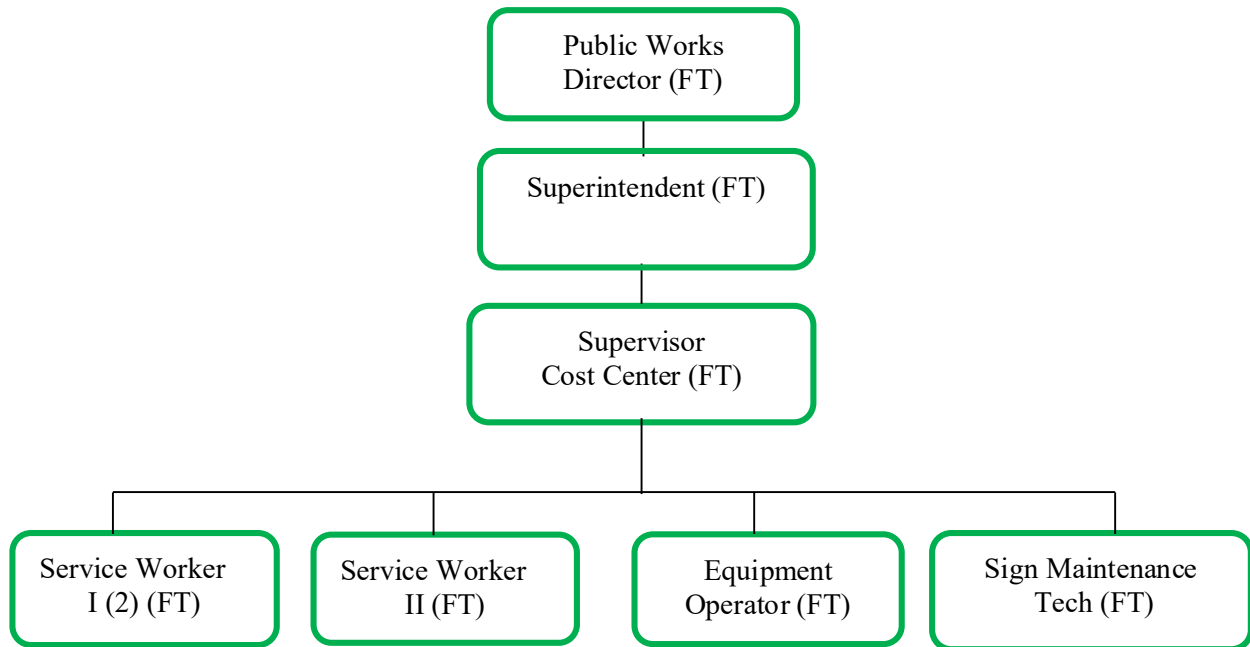
### Department Mission:

To maintain and improve the quality of the community through the preservation and creation of environmentally and economically sound transportation corridor.

### Primary Duties:

Responsible for the maintenance of City street infrastructure. Repair potholes, asphalt, overlays, striping, sidewalks and street sweeping. Maintain road signage. Keep streets clean and free of debris.

### Organizational Chart:



### Department Objectives:

- Maintain city streets and keep asphalt free of potholes. Continue to make drainage improvements thru out the City of Palmetto.
- Continue to maintain the streets and sidewalks throughout the City of Palmetto for the safety to our citizens.
- Maintain proper signs and pavement markings to meet traffic needs
- To provide excellent customer service to our citizens.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Streets Department – 541

Road and Bridge Fund – 307

**Goals & Accomplishments:**

- Resurfacing arterial roads and neighborhood streets
- A progressive and preventative maintenance program for the 160 centerline miles of paved streets
- Replace and maintain of sidewalks and signs within the City
- Establish performance indicators for future measurement

**Performance Indicators:**

<b>Task</b>	<b>FY2021 Actual</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Projected</b>
Roadway Maintained (Miles)	47	49	49	49
Total Sweeper Miles (New)	2,505	4,496	4,969	4,733
Total Sweeper Debris removed - Tons (New)	1,345	1,920	2,314	2,280

**Capital Outlay:**

\*transfer to the 301 Capital Projected Fund

<b>Funding Source</b>	<b>Description</b>	<b>Amount</b>
Fund Balance	Light Plant (2)	6,000
Fund Balance	Ground Penetrating Radar	22,000
Fund Balance	John Deere Mower	15,000
Capital Lease	2023 Dump Truck	260,000
<b>Total Operating Capital</b>		<b>\$303,000</b>
*Fund Balance	Surface Upgrades: 7 <sup>th</sup> St W	274,132
*Fund Balance	7 <sup>th</sup> Street Intersection	9,000
*Fund Balance	10 <sup>th</sup> Street Intersection	375,000
*Impact Fees	10 <sup>TH</sup> Street Intersection	375,000
*Fund Balance	17 <sup>th</sup> Street & 24 <sup>th</sup> Avenue	99,850
<b>Total Capital Projects</b>		<b>\$1,132,982</b>
<b>Total</b>		<b>\$1,435,982</b>

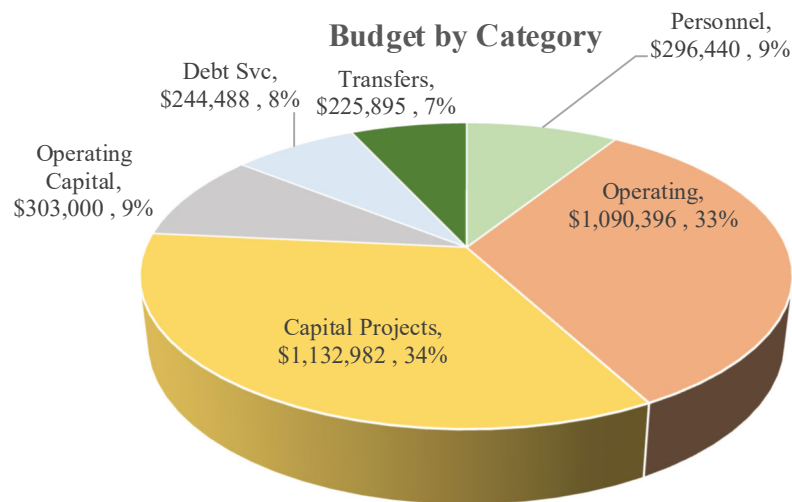
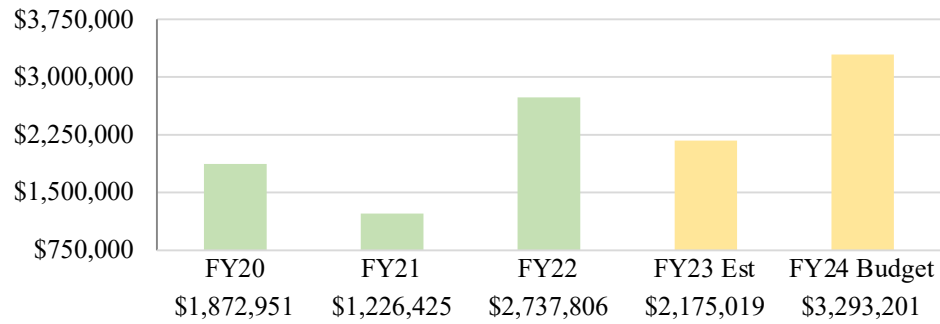


**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Streets Department – 541

Road and Bridge Fund – 307

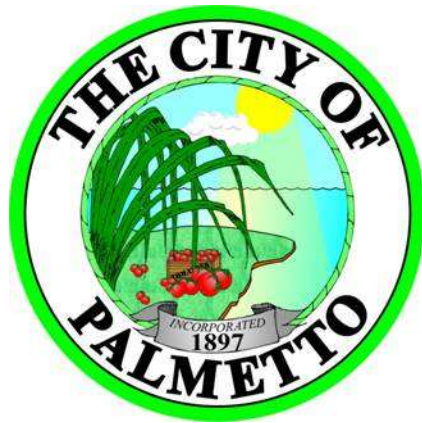
**Departmental Expenditures**





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**307 - ROAD AND BRIDGE FUND**

**Fund Summary**

	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 2,571,958	\$ 2,355,492	\$ 2,355,492	\$ 2,005,219	(14.9)%
<b>Revenues</b>					
Motor Fuel Taxes	1,552,253	1,519,796	1,628,100	1,542,513	1.5 %
Intergovernmental Revenue	136,604	106,612	134,540	105,670	(0.9)%
Charges for Services	144,834	161,202	161,700	179,036	11.1 %
Interest Revenue	11,271	5,000	32,697	25,000	400.0 %
Miscellaneous	74,001	-	27,059	-	- %
Impact Fees	560,837	-	35,845	-	- %
Debt/Lease Proceeds	41,539	-	-	260,000	- %
Non-Revenue/Fund Balance	-	990,192	-	1,180,982	19.3 %
<b>Total Revenue</b>	<b>2,521,339</b>	<b>2,782,802</b>	<b>2,019,941</b>	<b>3,293,201</b>	<b>18.3 %</b>
<b>Expenses</b>					
Personnel Costs	121,575	284,078	189,014	296,440	4.4 %
Operating Expense	1,454,821	1,092,998	775,474	1,090,396	(0.2)%
Capital Expenses	164,714	13,629	13,629	303,000	2,123.2 %
Debt Service	313,175	246,311	246,311	244,488	(0.7)%
Transfer Out	683,520	1,145,786	1,145,786	1,358,877	18.6 %
<b>Total Expenditure</b>	<b>2,737,805</b>	<b>2,782,802</b>	<b>2,370,214</b>	<b>3,293,201</b>	<b>18.3 %</b>
Excess Revenue Over (Under)	(216,466)	-	(350,273)	-	- %
<b>Fund Balance, End of Year</b>	<b>\$ 2,355,492</b>	<b>\$ 2,355,492</b>	<b>\$ 2,005,219</b>	<b>\$ 2,005,219</b>	<b>(14.9)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**307-000 - ROAD AND BRIDGE REVENUE**  
**Fund Revenue Summary**

Account		2022	2023	2023	2024	% Change
307-000	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>REVENUES</b>						
312.3000	9th Cent Gas Tax	\$ 69,036	\$ 64,376	\$ 67,100	\$ 64,913	0.8 %
312.4100	\$.04 Local Gas Tax-Manatee County	606,760	594,380	635,000	607,342	2.2 %
312.4101	5th And 6th Cent Gas Tax	296,228	289,749	314,000	296,512	2.3 %
312.4201	5 Cent 2nd Local Option Gas Tax	580,229	571,291	612,000	573,746	0.4 %
335.4900	State Rev Sharing - Other Fuel Taxes	136,604	106,612	133,321	105,670	(0.9)%
<b>TOTAL MOTOR FUEL TAXES</b>		<b>1,688,857</b>	<b>1,626,408</b>	<b>1,761,421</b>	<b>1,648,183</b>	<b>1.3 %</b>
331.5003	FEMA: Hurricane Irma	-	-	1,219	-	- %
343.2000	FDOT/Hwy Maintenance Contract	19,351	22,762	22,762	22,762	- %
343.2010	FDOT Signalization Contract	57,298	65,215	65,215	80,852	24.0 %
343.2020	FDOT Lighting Contract	67,538	73,225	73,225	75,422	3.0 %
341.9435	Special Event Fee - Electricity	625	-	475	-	- %
349.0000	Charges For Services Provided	22	-	23	-	- %
<b>TOTAL CHARGES FOR SERVICES</b>		<b>144,834</b>	<b>161,202</b>	<b>162,919</b>	<b>179,036</b>	<b>11.1 %</b>
361.0100	Investment Earnings	7,139	5,000	32,000	25,000	400.0 %
361.0200	Interest Rev - Impact Fees	4,132	-	-	-	- %
361.0800	Interest Special Assmt	-	-	697	-	- %
<b>TOTAL INTEREST REVENUE</b>		<b>11,271</b>	<b>5,000</b>	<b>32,697</b>	<b>25,000</b>	<b>400.0 %</b>
364.4100	Disposition Of Fixed Assets	60,480	-	24,240	-	- %
369.6800	Other Misc Rev/Refund Exp	3,660	-	1,083	-	- %
369.7400	Other Misc Revenue	452	-	448	-	- %
369.7401	Other Misc Rev/Ins Premium Reimb	9,409	-	1,288	-	- %
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>74,001</b>	<b>-</b>	<b>27,059</b>	<b>-</b>	<b>- %</b>
324.3100	Impact Fees - Streets (Residential)	54,509	-	31,000	-	- %
324.3200	Impact Fees - Streets (Commerical)	506,328	-	4,845	-	- %
<b>TOTAL IMPACT FEES</b>		<b>560,837</b>	<b>-</b>	<b>35,845</b>	<b>-</b>	<b>- %</b>
<b>OTHER FINANCING SOURCES</b>						
383.7000	Capital Lease Inception	41,539	-	-	260,000	- %
<b>Total Debt/Lease Proceeds</b>		<b>41,539</b>	<b>-</b>	<b>-</b>	<b>260,000</b>	<b>- %</b>





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**307-000 - ROAD AND BRIDGE REVENUE**  
**Fund Revenue Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>307-000</b>						
399.0000	Funding From Fund Balance - Outstanding Enc	-	19,451	-	-	(100.0)%
399.0001	Funding From Fund Bal - Contingency	-	5,000	-	5,000	- %
399.0002	Funding From Equity - One time Expenses	-	-	-	43,000	- %
399.1000	Funding from Equity	-	11,129	-	-	(100.0)%
399.6000	Funding From Equity - Capital Proj	-	754,612	-	757,982	0.4 %
399.9507	Funding From Impact Fees - Trans.	-	200,000	-	375,000	87.5 %
	<b>Total Non-Revenue Sources</b>	-	<b>990,192</b>	-	<b>1,180,982</b>	<b>19.3 %</b>
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>41,539</b>	<b>990,192</b>	-	<b>1,440,982</b>	<b>45.5 %</b>
	<b>TOTAL ROAD AND BRIDGE REVENUE</b>	<b>\$ 2,521,339</b>	<b>\$ 2,782,802</b>	<b>\$ 2,019,941</b>	<b>\$ 3,293,201</b>	<b>18.3 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**307-541 - ROAD AND BRIDGE**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
307-541	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 73,298	\$ 181,063	\$ 117,237	\$ 190,984	5.5 %
514.0100	Overtime - GE	3,755	5,000	1,679	5,000	- %
514.0150	Overtime - Holiday GE	361	-	116	-	- %
521.0100	FICA Taxes	5,867	14,234	9,040	14,994	5.3 %
522.2100	Retirement General Employee	11,843	16,132	10,881	18,285	13.3 %
523.0100	Health Insurance	17,185	47,180	29,808	51,425	9.0 %
523.0300	Insurance & EAP	216	600	384	625	4.2 %
524.0100	Workers' Compensation	9,050	19,869	19,869	15,127	(23.9)%
<b>Total Personnel Expenses</b>		<b>121,575</b>	<b>284,078</b>	<b>189,014</b>	<b>296,440</b>	<b>4.4 %</b>
531.0100	Consulting	-	9,046	9,046	-	(100.0)%
531.1600	Contract Services	9,238	2,814	2,813	11,980	325.7 %
531.2000	Engineering Services	-	7,500	-	8,000	6.7 %
534.1600	Nuisance Abatement	5,800	21,850	21,850	10,000	(54.2)%
540.5100	Travel and Per Diem	-	-	-	200	- %
541.1100	Communications	592	780	780	1,200	53.8 %
543.0500	Street Lights - Electric	118,833	127,500	127,500	147,000	15.3 %
544.1500	Rental Expenses	87	20,000	5,000	20,000	- %
545.1200	Insurance	12,791	13,700	13,685	16,492	20.4 %
545.9900	Insurance Contingency - Vehicle	1,459	5,000	2,500	5,000	- %
546.3400	Repair & Maintenance	9,536	32,587	35,000	25,000	(23.3)%
546.4000	Vehicle Repair & Maintenance	30,777	42,037	43,000	40,000	(4.8)%
549.5000	Locate Costs	-	500	500	500	- %
549.9600	Bank Service Charges	1,498	2,000	800	2,000	- %
551.1200	Office Supplies	-	200	100	500	150.0 %
552.1500	Fuel and Lubricants	28,743	28,200	32,000	35,000	24.1 %
552.2300	Operating Expenses	5,439	13,000	13,500	14,200	9.2 %
552.3900	Safety Program Expense	622	2,325	700	2,450	5.4 %
552.4200	Small Tools/Equipment	1,186	6,109	3,500	4,000	(34.5)%
552.5100	Uniform Purchases And Cleaning	749	2,550	1,000	2,550	- %
553.0200	Materials-Road Repairs&Maint	48,719	394,354	200,000	388,474	(1.5)%
553.0300	Materials-Sidewalk Repairs & Maint	56,795	205,746	125,500	200,000	(2.8)%
553.0400	Materials-Light Repairs & Maint	121,329	120,000	120,000	120,000	- %
553.0500	Ada Sidewalk Compliance	-	30,000	15,000	30,000	- %
554.0100	Non-Capitalized Equipment	-	2,700	1,500	3,600	33.3 %
555.1300	Technical/Training	628	2,500	200	2,250	(10.0)%
<b>Total Operating Expenses</b>		<b>454,821</b>	<b>1,092,998</b>	<b>775,474</b>	<b>1,090,396</b>	<b>(0.2)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**307-541 - ROAD AND BRIDGE**  
**Cost Center Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>307-541</b>						
564.0100	Machinery & Equipment	2,776	-	-	43,000	- %
564.4900	Capital Leases	161,938	13,629	13,629	260,000	1,807.7 %
	<b>Total Capital Purchases</b>	<b>164,714</b>	<b>13,629</b>	<b>13,629</b>	<b>303,000</b>	<b>2,123.2 %</b>
571.0100	Princ - Lease	153,800	88,346	88,346	65,808	(25.5)%
571.0100-9762	Princ - Lease FPL	956	1,010	1,010	1,066	5.5 %
571.1900	Principal - Loan 2019	141,575	144,141	144,141	132,113	(8.3)%
572.0100	Interest Expense - Lease	3,444	1,828	1,828	893	(51.1)%
572.0100-9762	Int Exp - Lease FPL	310	282	282	253	(10.3)%
572.1900	Interest Expense - Loan 2019	13,090	10,704	10,704	7,557	(29.4)%
573.0500	New Debt Service - Leases	-	-	-	36,798	- %
	<b>Total Debt Service</b>	<b>313,175</b>	<b>246,311</b>	<b>246,311</b>	<b>244,488</b>	<b>(0.7)%</b>
581.0000	FDOT: 23rd Street Realignment	1,000,000	-	-	-	- %
	<b>Total Community Project</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- %</b>
591.0100	Transfer Out - Admin Services	166,265	191,174	191,174	225,895	18.2 %
591.0700	Transfer To Capital Projects Fund	384,209	754,612	754,612	1,033,132	36.9 %
591.4000	Transfer To Stormwater - Capital	133,046	-	-	99,850	- %
Transfer for Impact Fees	Transfer for Impact Fees	-	200,000	200,000	-	(100.0)%
	<b>Total Transfers-Out</b>	<b>683,520</b>	<b>1,145,786</b>	<b>1,145,786</b>	<b>1,358,877</b>	<b>18.6 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,737,805</b>	<b>\$ 2,782,802</b>	<b>\$ 2,370,214</b>	<b>\$ 3,293,201</b>	<b>18.3 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Streets - 541**

**Road and Bridge Fund - 307**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
307-541-512.0100 Regular Salaries			
Regular Salaries	1	190,984	190,984
Totals for GL# 307-541-512.0100: Regular Salaries			190,984
307-541-514.0100 Overtime - GE			
Overtime	1	5,000	5,000
Totals for GL# 307-541-514.0100: Overtime - GE			5,000
307-541-521.0100 FICA Taxes			
FICA Taxes	1	14,994	14,994
Totals for GL# 307-541-521.0100: FICA Taxes			14,994
307-541-522.2100 Retirement General Employee			
General Employee Pension	1	18,285	18,285
Totals for GL# 307-541-522.2100: Retirement General Employee			18,285
307-541-523.0100 Health Insurance			
Health Insurance	1	51,425	51,425
Totals for GL# 307-541-523.0100: Health Insurance			51,425
307-541-523.0300 Life Insurance			
Life Insurance	1	625	625
Totals for GL# 307-541-523.0300: Life Insurance			625
307-541-524.0100 Workers' Compensation			
Workers' Compensation	1	15,127	15,127
Totals for GL# 307-541-524.0100: Workers' Compensation			15,127
307-541-531.1600 Contract Services			
GPS Device Annually 17254; 18034, 20276,20485,20508,20512	6	330	1,980
Temporary Contact Labor	1	10,000	10,000
Totals for GL# 307-541-531.1600: Contract Services			11,980
307-541-531.2000 Engineering Services			
Engineering Services	1	8,000	8,000
Totals for GL# 307-541-531.2000: Engineering Services			8,000
307-541-534.1600 Lot Clearing			
Tree Trimming, Removal	1	10,000	10,000
Totals for GL# 307-541-534.1600: Lot Clearing			10,000
307-541-540.5100 Travel and Per Diem			
MOT/TTC Per Diem	1	200	200
Totals for GL# 307-541-540.5100: Travel and Per Diem			200



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Streets - 541**

**Road and Bridge Fund - 307**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
307-541-541.1100 Communications			
Cell Service - On Call	1	600	600
Cell Service - Sign Tech	1	600	600
Totals for GL# 307-541-541.1100: Communications			1,200
307-541-543.0500 Street Lights - Electric			
FPL	1	147,000	147,000
Totals for GL# 307-541-543.0500: Street Lights - Electric			147,000
307-541-544.1500 Rental Expenses			
Rental Of Specialty Equipment	1	20,000	20,000
Totals for GL# 307-541-544.1500: Rental Expenses			20,000
307-541-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	4,123	16,492
Totals for GL# 307-541-545.1200: Insurance			16,492
307-541-545.9900 Insurance Contingency			
Insurance Contingency	1	5,000	5,000
Totals for GL# 307-541-545.9900: Insurance Contingency			5,000
307-541-546.3400 Repair & Maintenance			
Repair & Maintenance	1	25,000	25,000
Totals for GL# 307-541-546.3400: Repair & Maintenance			25,000
307-541-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	40,000	40,000
Totals for GL# 307-541-546.4000: Vehicle Repair & Maintenance			40,000
307-541-549.5000 Locate Costs			
Sunshine Locate Service 811	1	500	500
Totals for GL# 307-541-549.5000: Locate Costs			500
307-541-549.9600 Bank Service Charges			
Bank Charges	1	2,000	2,000
Totals for GL# 307-541-549.9600: Bank Service Charges			2,000
307-541-551.1200 Office Supplies			
Pens-Pencils-Paper Etc	1	500	500
Totals for GL# 307-541-551.1200: Office Supplies			500
307-541-552.1500 Fuel and Lubricants			
Fuel And Lube-Vehicles-Equipment	1	35,000	35,000
Totals for GL# 307-541-552.1500: Fuel and Lubricants			35,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Streets - 541**

**Road and Bridge Fund - 307**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
307-541-552.2300 Operating Expenses			
Central Stores Supplies	1	2,000	2,000
Janitorial Supplies	1	2,000	2,000
Onyx Go Plu Subscription/Sign Shop Printer	12	100	1,200
Paint - Sign Department	1	2,000	2,000
Sand For Hurricanes	1	2,000	2,000
Sign Dept Printer Toner	1	5,000	5,000
Totals for GL# 307-541-552.2300: Operating Expenses			14,200
307-541-552.3900 Safety Program Expense			
PPE Central Stores	1	500	500
Safety Cones	1	500	500
Safety Footwear Program	5	150	750
Safety Vest	1	400	400
Signs For Truck (Safety Zone)	1	300	300
Totals for GL# 307-541-552.3900: Safety Program Expense			2,450
307-541-552.4200 Small Tools/Equipment			
Minor Tools And Small Equipment	1	4,000	4,000
Totals for GL# 307-541-552.4200: Small Tools/Equipment			4,000
307-541-552.5100 Uniform Purchases and Cleaning			
Change Outs	5	255	1,275
Employee Uniforms	1	1,275	1,275
Totals for GL# 307-541-552.5100: Uniform Purchases and Cleaning			2,550
307-541-553.0200 Materials-Road Repairs & Maint			
Citywide Road Paving	1	185,474	185,474
Drainage Repairs	1	58,000	58,000
Street Repairs	1	50,000	50,000
Street Sign Repair-Replace - Sign	1	45,000	45,000
Street Striping	1	50,000	50,000
Totals for GL# 307-541-553.0200: Materials-Road Repairs & Maint			388,474
307-541-553.0300 Materials-Sidewalk Repairs & Maint			
Curb-Sidewalk Repair	1	200,000	200,000
Totals for GL# 307-541-553.0300: Materials-Sidewalk Repairs & Maint			200,000
307-541-553.0400 Materials-Light Repairs & Maint			
Street Light Repairs	1	40,000	40,000
Traffic Light Repairs	1	40,000	40,000
Traffic Management Center-ITMC System	1	40,000	40,000
Totals for GL# 307-541-553.0400: Materials-Light Repairs & Maint			120,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Streets - 541**

**Road and Bridge Fund - 307**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
307-541-553.0500 ADA Sidewalk Compliance			
ADA Ramp Compliance	1	30,000	30,000
Totals for GL# 307-541-553.0500: Ada Sidewalk Compliance			30,000
307-541-554.0100 Non-Capitalized Equipment			
New Cut Saw	2	1,800	3,600
Totals for GL# 307-541-554.0100: Non-Capitalized Equipment			3,600
307-541-555.1300 Technical/Training			
IMSA Signs & Marketing Level I	1	1,250	1,250
MOT/TTC Training	5	200	1,000
Totals for GL# 307-541-555.1300-TECHNICAL/TRAINING			2,250
307-541-564.0100 Machinery & Equipment			
Ground Penetrating Radar Device	1	22,000	22,000
John Deere Mower	1	15,000	15,000
Light Plant	2	3,000	6,000
Totals for GL# 307-541-564.0100: Machinery & Equipment			43,000
307-541-564.4900 Capital Leases			
Dump Truck	1	260,000	260,000
Totals for GL# 307-541-564.4900: Capital Leases			260,000
307-541-571.0100 Princ - Lease			
P# 12-15 20825 Grapple, Bucket Truck, Curb, F-250	1	45,951	45,951
P# 15-16 20645/20666/20637	1	9,476	9,476
P# 7-10 Sign Shop Printer, Generator (Shared)	1	10,381	10,381
Totals for GL# 307-541-571.0100: Princ - Lease			65,808
307-541-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	1,066	1,066
Totals for GL# 307-541-571.0100-9762: Princ - Lease FPL			1,066
307-541-571.1900 Princ-Keybank Loan 2019			
Keybank Principal (10-11 Out Of 18 Pymts)	1	132,113	132,113
Totals for GL# 307-541-571.1900: Princ-Keybank Loan 2019			132,113
307-541-572.0100 Int Exp - Lease			
P# 11-14 20825 Grapple, Bucket Truck, Curb, F-250	1	409	409
P# 15-16 20645/20666/20637	1	62	62
P# 7-10 Sign Shop Printer, Generator (Shared)	1	422	422
Totals for GL# 307-541-572.0100: Int Exp - Lease			893
307-541-572.0100-9762 Int Exp - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	253	253
Totals for GL# 307-541-572.0100-9762: Int Exp - Lease FPL			253



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Streets - 541**

**Road and Bridge Fund - 307**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
307-541-572.1900 Int Exp-Keybank Loan 2019 Keybank Interest (10-11 Out Of 18 Pymts)	1	7,557	7,557
Totals for GL# 307-541-572.1900: Int Exp-Keybank Loan 2019			7,557
307-541-573.0500 New Debt Services - Leases 2023 Dump Truck	2	18,399	36,798
Totals for GL# 307-541-573.0500: New Debt Service - Leases			36,798
307-541-591.0100 Transfer To General Fund - Allocations Allocations To General Fund	1	225,895	225,895
Totals for GL# 307-541-591.0100: Transfer To General Fund - Allocations			225,895
<b>Totals for Dept 541-Road &amp; Bridge</b>			<b>\$ 2,160,219</b>





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### Enterprise Funds

The enterprise funds are proprietary funds that account for the provision of utility services to City residents. The City has four enterprise funds that account for:

- Solid Waste Fund – accounts for the provision of garbage and trash collection to the City through services contracted with Waste Management.
- Water and Sewer Fund – accounts for the provision of water, sewer and cross connection services to the City and certain surrounding areas. The water is purchased from Manatee County Utilities and distributed and billed by the City to its customers. The sewage is treated and managed at the City's wastewater treatment plant managed and contracted by Veolia Water.
- Stormwater Fund – accounts for the operation of a stormwater utility to improve stormwater drainage throughout the City.
- Reuse Fund – accounts for the operation of a reclaimed water utility to provide reclaimed water for irrigation in parts of the City with the goal being to provide city-wide services.

Revenues are provided largely from utility user fees, franchise fees and applicable grants. Greater detail of revenues will follow in this section.

These funds also account for the expenses within these funds. Solid Waste, Stormwater and Reuse are all one cost center funds while the Water and Sewer Fund is made up of five cost centers. These cost centers include:

#### Solid Waste Fund - 403

- ♦ 534 - Solid Waste

#### Water and Sewer Fund - 432

- ♦ 532 - Cross Connect
- ♦ 533 - Water Department
- ♦ 535 - Sewer Department
- ♦ 536 - Customer Service
- ♦ 537 - Wastewater Treatment Plant

#### Stormwater Fund - 440

- ♦ 538 - Stormwater Department

#### Reuse Fund - 460

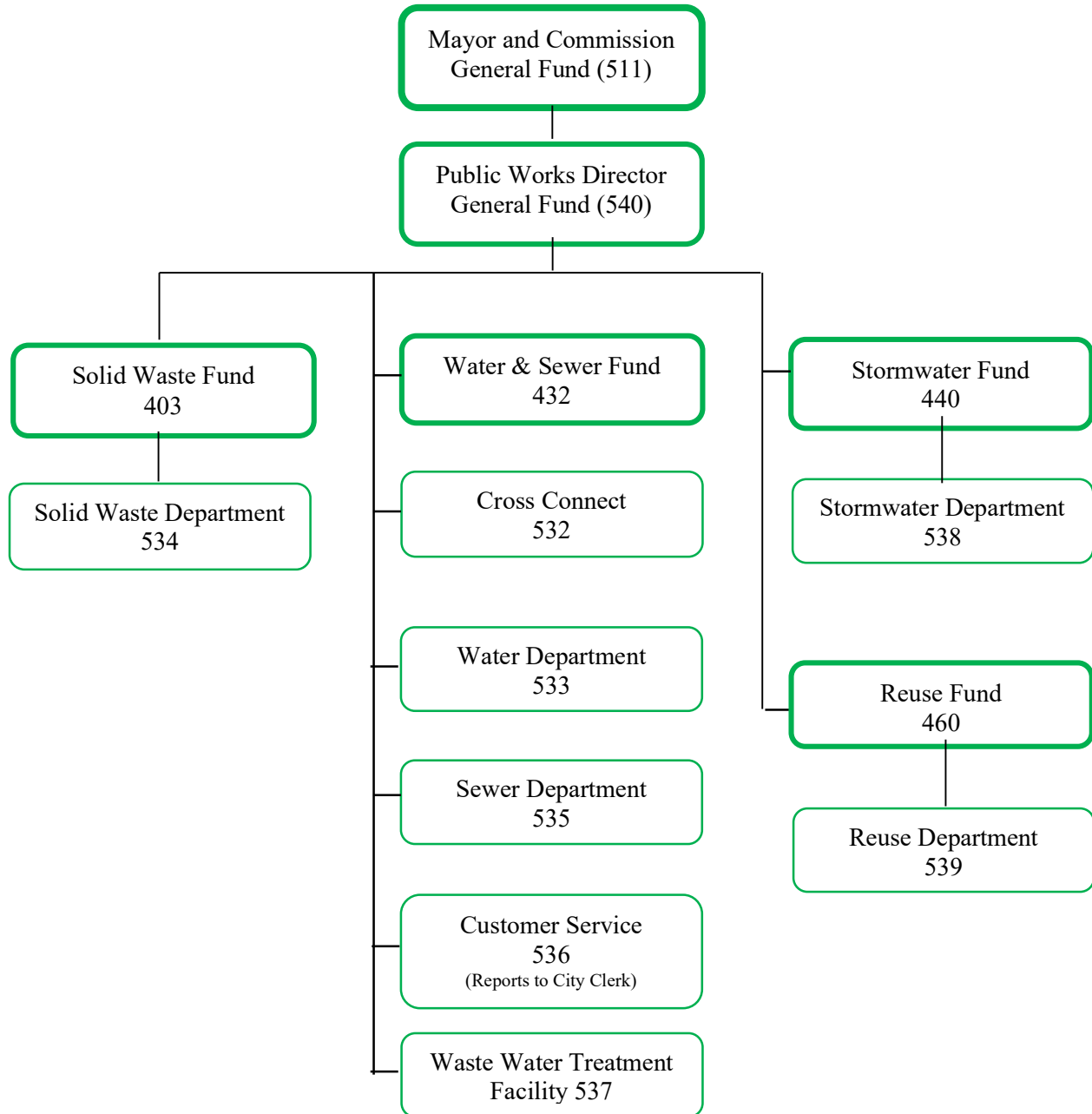
- ♦ 539 - Reuse Department

\*\*Capital Project budget is not included in the cost center footnotes and can be found in the Capital Projects Section.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**ENTERPRISE FUND ORGANIZATIONAL CHART**

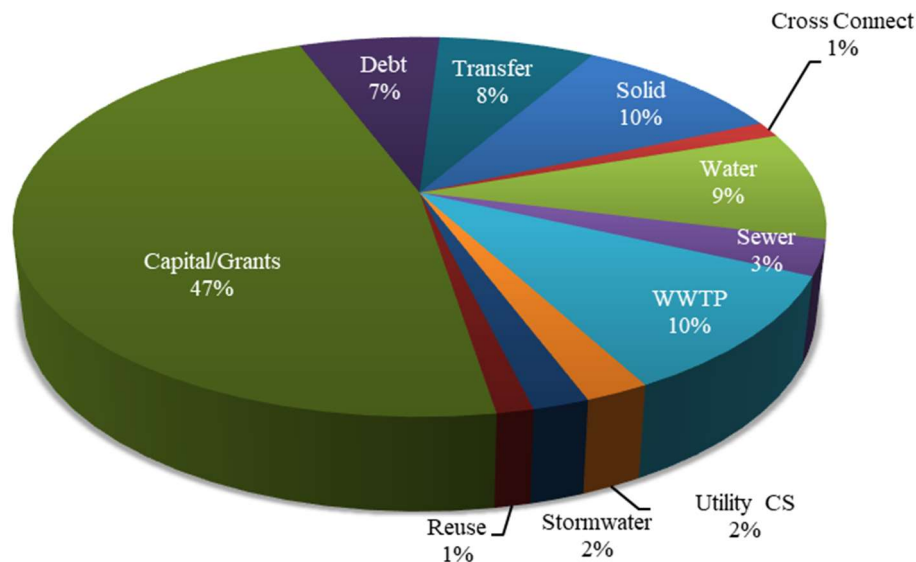




CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

**ENTERPRISE FUNDS –**  
**Solid Waste Fund - 403**  
**Water and Sewer Fund - 432**  
**Stormwater Fund - 440**  
**Reuse Fund - 460**

**FY2024 Budgeted Expenditures By Function**



- ❖ **Solid Waste Fund** expenditures are \$2,673,789 and represent one department and utilized for all solid waste services.
- ❖ **Water and Sewer Fund** expenditures are \$6,912,281 and represents 5 departments; Water Department (\$2,455,737), Sewer Department (\$803,147), Cross Connect (\$350,157), Waste Water Treatment Plant (\$2,723,275) and Utility Customer Service (\$579,965).
- ❖ **Stormwater Fund** expenditures are \$509,481 and represent one department and is utilized for all stormwater service.
- ❖ **Reuse Fund** expenditures are \$332,506 represents one department and is utilized for the reclamation of water from the Waste Water Treatment Plant. The majority of the budget is listed in Capital and Debt Service.
- ❖ **Capital** expenditures are \$12,477,482 and accounts for operating capital outlay, new equipment purchased under the Capital Lease and the Capital Improvement Plan. A detail description is listed in the Capital section of this budget book.
- ❖ **Debt** expenditures are \$1,770,052 and accounts for the SRF EQ Basin Loan, 2019 Refinanced CIP Loan, 2014 CIP Loan, and outstanding Capital Lease debt.
- ❖ **Transfer Out** expenditures are \$1,968,606 and represents a transfer to Reuse Fund for the UV System CIP Project as well as administrative costs.
- ❖ **Total Enterprise Funds Expenditures: \$26,644,197**



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

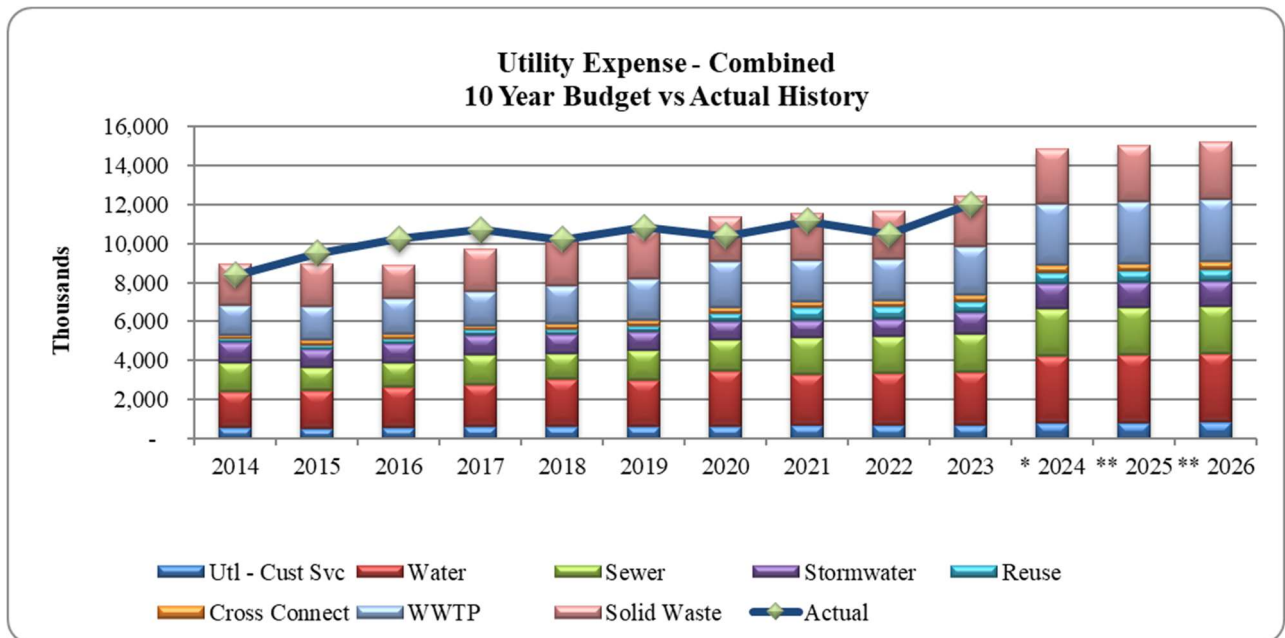


Figure12

Combined utility revenue budget compared to actual revenue received:

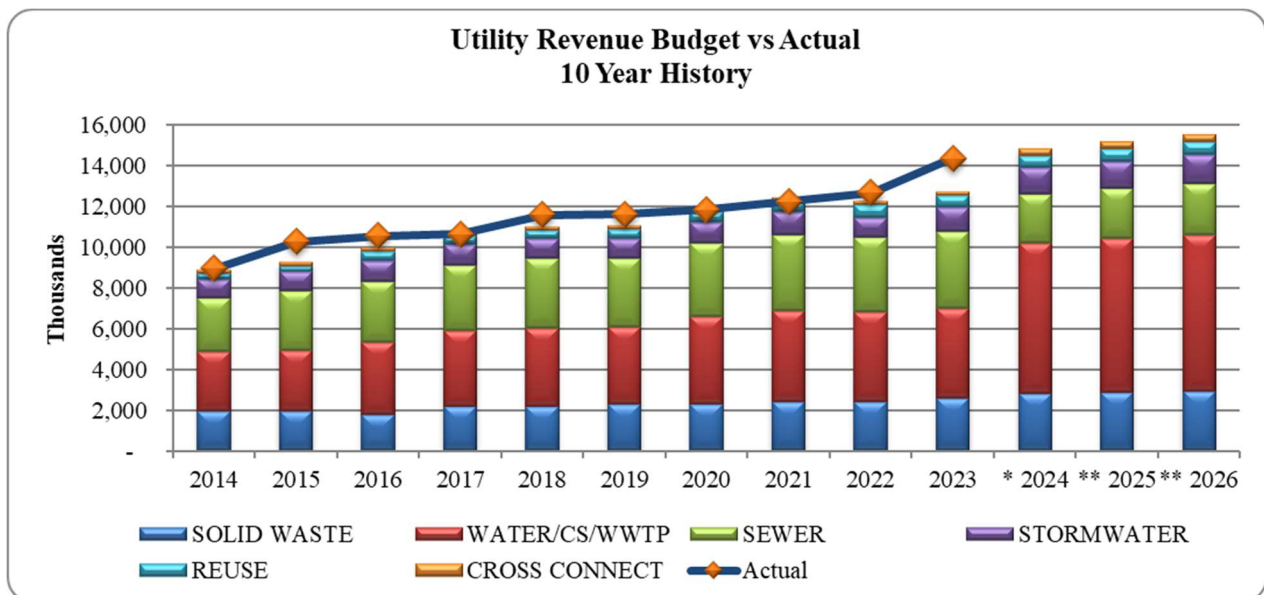


Figure 13



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### ENTERPRISE FUNDS –

Solid Waste Fund - 403  
Water and Sewer Fund - 432,  
Stormwater Fund - 440  
Reuse Fund - 460

### Revenue Analysis and Forecasting

#### Revenue Trends

#### Utility Fees – Solid Waste, Water and Sewer, Stormwater and Reuse Funds

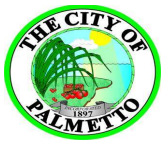
The City maintains and bills user fees for five utilities including: Solid Waste, Cross Connect, Water, Sewer, Stormwater and Reclaimed Water (Reuse). Each of these utilities is reported in separate proprietary funds with the exception of water and sewer which are combined into one fund. Utilities fees for cross connect, water, sewer and reuse are billed based on metered consumption and solid waste is billed based on the service and container provided. Stormwater fees are based on the impervious land surface of the customer.

Periodically a rate study is performed to determine the rate structure of the utility user fees. In 2019, a rate study was completed for the water, sewer, stormwater and reuse utilities. Beginning in FY2021 through FY2028, the utility rates will increase by the respective percentage: Water & Sewer – 2%, Stormwater – 5% and Reuse – 3.5%. The respective revenue increases will fund capital improvement projects throughout the City. For a comprehensive list of projects, please refer to the Capital Improvement section of the budget book.

A 10-year history of utility expense and revenue are illustrated in the graphs on the following page.

#### Key Points

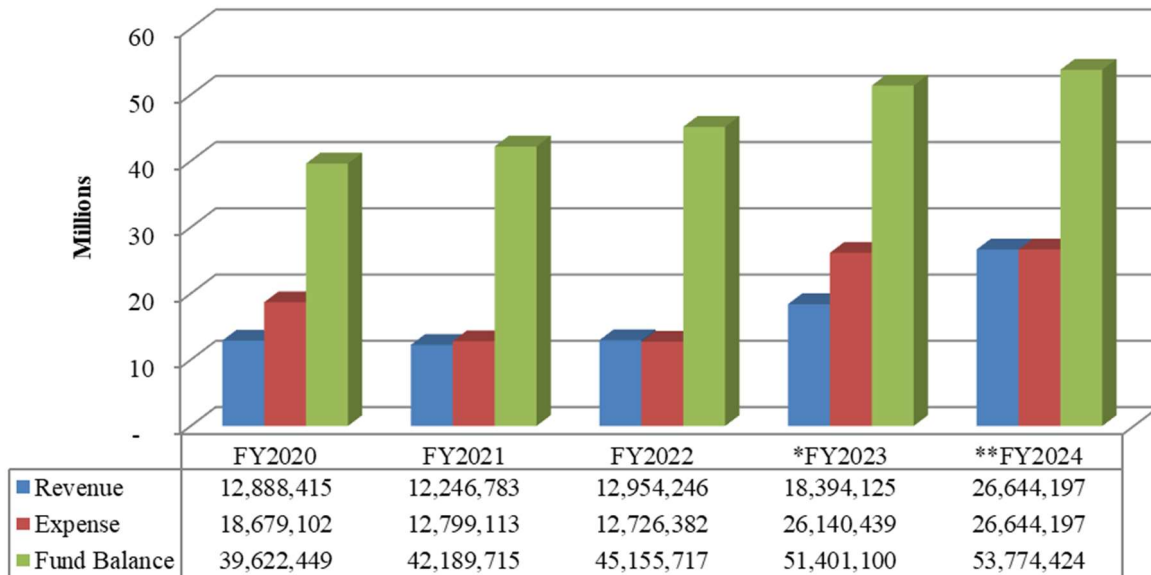
- ❖ This graph has been enhanced to include all cost centers in the proprietary funds. In addition, actual expense is included in the graph to compare with budgeted expense.
- ❖ Capital Projects are not included in Figure 12.
- ❖ Impact Fees and interest associated are not included within Figure 13.
- ❖ Expense budget is projected at 1% over current year for FY2025 and FY2026.
- ❖ Revenue budget is projected based on the utility rate increase, noted above, for FY2025 and FY2026.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

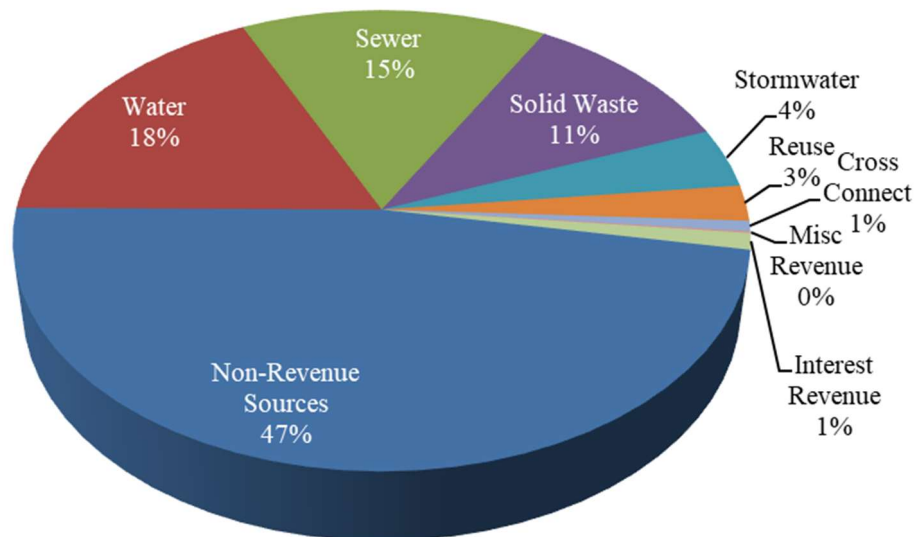
## ENTERPRISE FUNDS – Solid Waste Fund - 403 Water and Sewer Fund - 432 Stormwater Fund - 440 Reuse Fund - 460

### 5-Year Revenue, Expense and Fund Balance



\*Projected \*\*Estimated

### Revenues By Source





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Solid Waste Department – 534

Solid Waste - 403

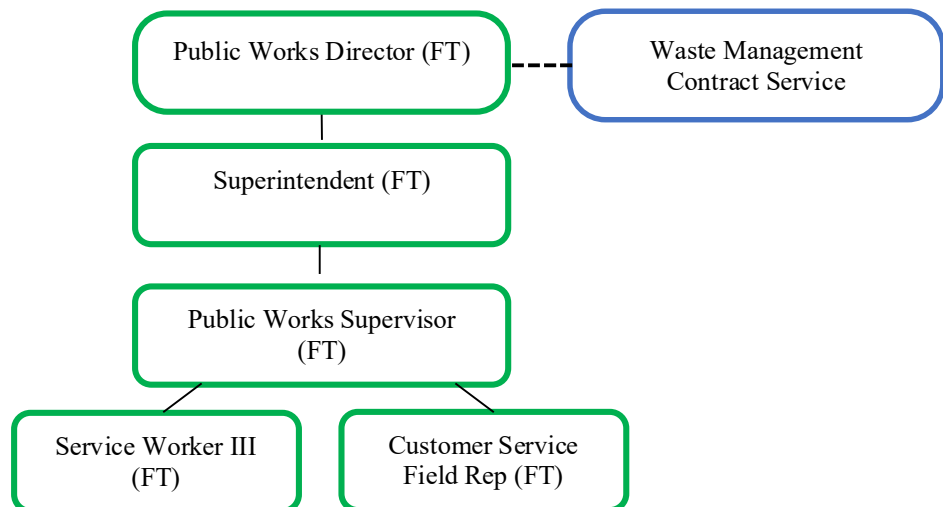
### Department Mission:

To provide customers with exceptional waste collection, recycling yard waste and disposal services that protect, preserve and improve the environment and quality of life in the community.

### Primary Duties:

Responsible for coordinating and enforcing the contract with the City's hauler. Provide customer service and communicate needs to the hauler. Work directly and indirectly with commercial customers for extra services

### Organizational Chart:



### Department Objectives:

- Maintain high quality services.
- Maintain high quality level of communication between the City and the hauler.
- Keep communication with Utility Billing to ensure timely and accurate billing.
- Enter into new contract to assure citizens a fair and continual rate.
- Maintain good communication with the citizens.
- Keep communication with citizens for better recycling.

### Goals & Accomplishments:

- Improve our service throughout the City for efficient and responsive turnaround time.
- Increase communication in reference to the city roll-off service for yard waste.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Solid Waste Department – 534

Solid Waste - 403

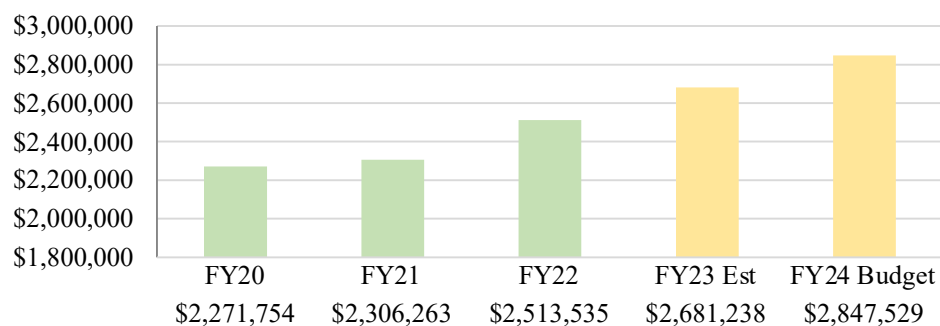
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
City Roll Off tons removed (New)	409.09	466.69	677.04	517.07
City Roll off Service Request (Res)	108	107	150	115
City Waste P/U (Res) Landfill (ton)	5516.80	6218.57	4473.84	5403
City Waste P/U (Comm) Landfill (ton)	6426.43	6527.47	6912.93	6622

## Capital Outlay:

Funding Source	Description	Amount
Current Revenue	(2) 20 Yard Roll-off Container	9,000
Current Revenue	(2) 10 Yard Roll-off Container	7,200
<b>Total Operating Capital</b>		<b>16,200</b>
Carryforward	Public Works Electrical Upgrade	8,000
Carryforward	Public Works Storage Building	22,500
Carryforward	Public Works Admin Building	2,000
<b>Total Capital Project</b>		<b>\$32,500</b>
<b>Grand Total</b>		<b>\$48,700</b>

## Departmental Expenditures



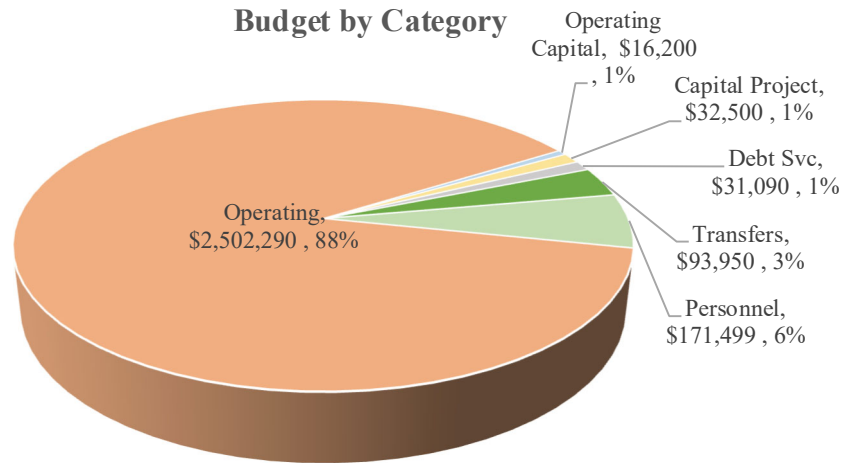




**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Solid Waste Department – 534

Solid Waste - 403





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**403 - SOLID WASTE FUND**  
**Fund Summary**

	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 1,040,542	\$ 1,107,587	\$ 1,107,587	\$ 1,229,611	11.0 %
<b>Revenues</b>					
Permits, Fees, Assessments	256,923	270,674	282,010	293,291	8.4 %
Intergovernmental Revenue	-	-	472,873	-	- %
Charges for Services	2,194,881	2,289,973	2,403,493	2,473,738	8.0 %
Interest Revenue	3,504	6,800	18,000	18,000	164.7 %
Miscellaneous	40,217	30,000	30,586	30,000	- %
Non-Revenue/Fund Balance	-	94,039	-	32,500	(65.4)%
<b>Total Revenues</b>	<b>2,495,525</b>	<b>2,691,486</b>	<b>3,206,962</b>	<b>2,847,529</b>	<b>5.8 %</b>
<b>Expenses</b>					
Personnel Costs	157,049	158,769	159,416	171,499	8.0 %
Operating Expense	2,195,998	2,309,405	2,841,419	2,502,290	8.4 %
Capital Expense	54,665	109,339	109,339	48,700	(55.5)%
Debt Service	31,513	31,192	31,192	31,090	(0.3)%
Transfer Out	74,311	82,781	82,781	93,950	13.5 %
<b>Total Expenditure</b>	<b>2,513,536</b>	<b>2,691,486</b>	<b>3,224,147</b>	<b>2,847,529</b>	<b>5.8 %</b>
Excess Revenue Over (Under) Expenditures (Modified Accrual)	(18,011)	-	(17,185)	-	- %
Conversion to Full Accrual	(85,056)	(45,170)	(139,209)	(46,386)	(8.1)%
Excess Revenue Over (Under) Expenditures	67,045	45,170	122,024	46,386	(8.1)%
<b>Total Net Position, End of Year</b>	<b>1,107,587</b>	<b>1,152,757</b>	<b>1,229,611</b>	<b>1,275,997</b>	<b>(32.1)%</b>
Net Investment in Capital Assets	39,846	180,854	168,472	135,484	25.1 %
Unrestricted Net Position	1,067,741	971,903	1,061,139	1,140,513	(17.3)%
<b>Total Net Position, End of Year</b>	<b>\$ 1,107,587</b>	<b>\$ 1,152,757</b>	<b>\$ 1,229,611</b>	<b>\$ 1,275,997</b>	<b>(10.7)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**403-000 - SOLID WASTE REVENUE**  
**Fund Revenue Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>403-000</b>						
<b>REVENUES</b>						
323.7000	Solid Waste Franch Fees-Wm	\$ 256,923	\$ 270,674	\$ 282,010	\$ 293,291	8.4 %
	<b>TOTAL FRANCHISE FEES</b>	<b>256,923</b>	<b>270,674</b>	<b>282,010</b>	<b>293,291</b>	<b>8.4 %</b>
343.7200	Solid Waste Service Charge	1,906,231	2,044,490	2,035,243	2,193,507	7.3 %
343.7300	Garbage & Trash Misc Charges	120	-	-	-	- %
343.7310	City Misc Solid Waste Services	14,795	12,500	21,000	20,000	60.0 %
343.7350	Roll Off Services	252,997	214,983	325,000	242,981	13.0 %
343.7360	City Roll-Off Services	13,210	10,000	14,500	10,000	- %
343.7370	City Roll-Off Event	173	500	250	250	(50.0)%
343.7800	Garbage Penalties	7,355	7,500	7,500	7,000	(6.7)%
	<b>TOTAL UTILITY CHARGES</b>	<b>2,194,881</b>	<b>2,289,973</b>	<b>2,403,493</b>	<b>2,473,738</b>	<b>8.0 %</b>
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>2,451,804</b>	<b>2,560,647</b>	<b>2,685,503</b>	<b>2,767,029</b>	<b>8.1 %</b>
331.5003	FEMA: Hurricane Irma	-	-	472,873	-	- %
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>472,873</b>	<b>-</b>	<b>- %</b>
361.0100	Investment Earnings	3,504	6,800	18,000	18,000	164.7 %
	<b>TOTAL INTEREST REVENUE</b>	<b>3,504</b>	<b>6,800</b>	<b>18,000</b>	<b>18,000</b>	<b>164.7 %</b>
364.4100	Disposition Of Fixed Assets	9,630	-	-	-	- %
369.7100	Other Misc Revenue	30,000	30,000	30,000	30,000	- %
369.7401	Other Misc Rev/Ins Premium Reimb	587	-	586	-	- %
	<b>Total Miscellaneous</b>	<b>40,217</b>	<b>30,000</b>	<b>30,586</b>	<b>30,000</b>	<b>- %</b>
399.0000	Funding From Fund Balance - Outstanding Enc	-	46,896	-	-	(100.0)%
399.1000	Funding from Equity	-	14,643	-	-	(100.0)%
399.6000	Funding From Equity - Capital Proj	-	32,500	-	32,500	- %
	<b>Total Non Revenue Sources</b>	<b>-</b>	<b>94,039</b>	<b>-</b>	<b>32,500</b>	<b>(65.4)%</b>
	<b>Total Revenues</b>	<b>\$ 2,495,525</b>	<b>\$ 2,691,486</b>	<b>\$ 3,206,962</b>	<b>\$ 2,847,529</b>	<b>5.8 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**403-534 - SOLID WASTE**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
403-534						- %
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 106,243	\$ 111,580	\$ 111,280	\$ 120,282	7.8 %
514.0100	Overtime - GE	392	1,000	1,551	1,000	- %
514.0150	Overtime - Holiday GE	799	-	307	-	- %
521.0100	FICA Taxes	7,899	8,613	8,616	9,278	7.7 %
522.2100	Retirement General Employee	15,870	9,760	9,913	11,315	15.9 %
523.0100	Health Insurance	22,009	24,534	24,326	26,741	9.0 %
523.0300	Insurance & EAP	333	253	363	275	8.7 %
524.0100	Workers' Compensation	3,504	3,029	3,060	2,608	(13.9)%
<b>Total Personnel Expenses</b>		<b>157,049</b>	<b>158,769</b>	<b>159,416</b>	<b>171,499</b>	<b>8.0 %</b>
531.1600	Contract Services	2,130,027	2,255,615	2,310,000	2,445,104	8.4 %
540.5100	Travel and Per Diem	-	500	18	500	- %
541.1100	Communications	1,321	1,800	1,800	1,800	- %
543.1100	Solid Waste Disposal Fees	16,831	24,000	22,000	24,000	- %
545.1200	Insurance	5,737	4,840	4,828	7,456	54.0 %
546.3400	Repair & Maintenance	-	2,535	200	1,180	(53.5)%
546.4000	Vehicle Repair & Maintenance	1,839	5,000	2,000	6,000	20.0 %
547.5100	Printing And Binding	-	300	50	300	- %
549.9600	Bank Service Charges	401	700	300	500	(28.6)%
551.1200	Office Supplies	15	200	100	600	200.0 %
552.1500	Fuel and Lubricants	8,595	10,200	9,000	11,000	7.8 %
552.2300	Operating Expenses	1,077	1,200	1,200	1,000	(16.7)%
552.3900	Safety Program Expense	129	550	350	750	36.4 %
552.4200	Small Tools/Equipment	225	610	650	500	(18.0)%
552.5100	Uniform Purchases And Cleaning	782	1,055	800	1,300	23.2 %
555.1300	Technical/Training	-	300	350	300	- %
559.0100	Depreciation Expense	12,381	-	12,382	-	- %
595.0000	Doubtful Accts Exp	(3,089)	-	-	-	- %
595.4500	OPEB Expense	714	-	-	-	- %
	Pension Expense - Enterprise Fnds	19,013	-	-	-	- %
<b>Total Operating Expenses</b>		<b>2,195,998</b>	<b>2,309,405</b>	<b>2,366,028</b>	<b>2,502,290</b>	<b>8.4 %</b>
564.0100	Machinery & Equipment	2,776	15,300	15,300	16,200	5.9 %
564.4900	Capital Leases	51,889	61,539	61,539	-	(100.0)%
<b>Total Capital Purchases</b>		<b>54,665</b>	<b>76,839</b>	<b>76,839</b>	<b>16,200</b>	<b>(78.9)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**403-534 - SOLID WASTE**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>403-534</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
571.0100	Princ - Lease	29,818	29,264	29,264	29,546	1.0 %
571.0100-9762	Princ - Lease FPL	573	606	606	640	5.6 %
572.0100	Interest Expense - Lease	936	1,152	1,152	752	(34.7)%
572.0100-9762	Int Exp - Lease FPL	186	170	170	152	(10.6)%
	<b>Total Debt Service</b>	<b>31,513</b>	<b>31,192</b>	<b>31,192</b>	<b>31,090</b>	<b>(0.3)%</b>
591.0100	Transfer Out - Admin Services	74,311	82,781	82,781	93,950	13.5 %
	<b>Total Transfers-Out</b>	<b>74,311</b>	<b>82,781</b>	<b>82,781</b>	<b>93,950</b>	<b>13.5 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,513,536</b>	<b>\$ 2,658,986</b>	<b>\$ 2,716,256</b>	<b>\$ 2,815,029</b>	<b>5.9 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Solid Waste - 534**

**Solid Waste Fund - 403**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
403-534-512.0100 Regular Salaries			
Regular Salaries	1	120,282	120,282
Totals for GL# 403-534-512.0100: Regular Salaries			120,282
403-534-514.0100 Overtime - GE			
Overtime	1	1,000	1,000
Totals for GL# 403-534-514.0100: Overtime - GE			1,000
403-534-521.0100 FICA Taxes			
FICA Taxes	1	9,278	9,278
Totals for GL# 403-534-521.0100: FICA Taxes			9,278
403-534-522.2100 Retirement General Employee			
General Employee Pension	1	11,315	11,315
Totals for GL# 403-534-522.2100: Retirement General Employee			11,315
403-534-523.0100 Health Insurance			
Health Insurance	1	26,741	26,741
Totals for GL# 403-534-523.0100: Health Insurance			26,741
403-534-523.0300 Life Insurance			
Life Insurance	1	275	275
Totals for GL# 403-534-523.0300: Life Insurance			275
403-534-524.0100 Workers' Compensation			
Workers' Compensation	1	2,608	2,608
Totals for GL# 403-534-524.0100: Workers' Compensation			2,608
403-534-531.1600 Contract Services			
GPS Device Annually 17302;17325;20511	3	338	1,014
Waste Management Contract	1	2,444,090	2,444,090
Totals for GL# 403-534-531.1600: Contract Services			2,445,104
403-534-540.5100 Travel and Per Diem			
Travel And Per Diem	1	500	500
Totals for GL# 403-534-540.5100: Travel and Per Diem			500
403-534-541.1100 Communications			
Cell Service-Supervisor	1	600	600
Cell-Service-Solid Waste	1	600	600
Cell-Service-Solid Waste Customer Service	1	600	600
Totals for GL# 403-534-541.1100: Communications			1,800
403-534-543.1100 Solid Waste Disposal Fees			
Disposal Fees - CRR Yard Waste	1	14,000	14,000
Disposal Fees - Roll Off, Leana Road	1	10,000	10,000
Totals for GL# 403-534-543.1100: Solid Waste Disposal Fees			24,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Solid Waste - 534**

**Solid Waste Fund - 403**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
403-534-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	1,864	7,456
Totals for GL# 403-534-545.1200: Insurance			7,456
403-534-546.3400 Repair & Maintenance			
Car Wash	12	15	180
Misc Repairs	1	1,000	1,000
Totals for GL# 403-534-546.3400: Repair & Maintenance			1,180
403-534-546.4000 Vehicle Repair & Maintenance			
Claw Truck	1	2,000	2,000
Grapple Truck	1	1,000	1,000
Vehicle Repair & Maintenance	3	1,000	3,000
Totals for GL# 403-534-546.4000: Vehicle Repair & Maintenance			6,000
403-534-547.5100 Printing and Binding			
Costumer Notices	1	300	300
Totals for GL# 403-534-547.5100: Printing and Binding			300
403-534-549.9600 Bank Service Charges			
Bank Charges	1	500	500
Totals for GL# 403-534-549.9600: Bank Service Charges			500
403-534-551.1200 Office Supplies			
Misc Supplies	1	200	200
New Printer For Olga	1	400	400
Totals for GL# 403-534-551.1200: Office Supplies			600
403-534-552.1500 Fuel and Lubricants			
Fuel-Oil-Lub	1	11,000	11,000
Totals for GL# 403-534-552.1500: Fuel and Lubricants			11,000
403-534-552.2300 Operating Expenses			
Central Store Supplies	1	800	800
Coffee-Toner-Water Services	1	200	200
Totals for GL# 403-534-552.2300: Operating Expenses			1,000
403-534-552.3900 Safety Program Expense			
Safety Footwear Program	3	150	450
Warehouse Issues	1	300	300
Totals for GL# 403-534-552.3900: Safety Program Expense			750
403-534-552.4200 Small Tools/Equipment			
Misc Hand Tools	1	500	500
Totals for GL# 403-534-552.4200: Small Tools/Equipment			500





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Solid Waste - 534**

**Solid Waste Fund - 403**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
403-534-552.5100 Uniform Purchases and Cleaning			
Shirts For Supervisor & CSR	2	250	500
Uniforms	1	800	800
Totals for GL# 403-534-552.5100: Uniform Purchases and Cleaning			1,300
403-534-555.1300 Technical/Training			
Training	1	200	200
Training - Supervisor	1	100	100
Totals for GL# 403-534-555.1300: Technical/Training			300
403-534-564.0100 Machinery & Equipment			
Rolloff 10Yd	2	3,600	7,200
Rolloff 20Yd	2	4,500	9,000
Totals for GL# 403-534-564.0100: Machinery & Equipment			16,200
403-534-571.0100 Princ - Lease			
P# 12-15 20825 Grapple Truck	1	14,167	14,167
P# 7-10 F-250 Ext Cab, Generator (Shared)	1	15,379	15,379
Totals for GL# 403-534-571.0100: Princ - Lease			29,546
403-534-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	640	640
Totals for GL# 403-534-571.0100-9762: Princ - Lease FPL			640
403-534-572.0100 Int Exp - Lease			
P# 11-14 20825 Grapple Truck	1	126	126
P# 7-10 F-250 Ext Cab, Generator (Shared)	1	626	626
Totals for GL# 403-534-572.0100: Int Exp - Lease			752
403-534-572.0100-9762 Int Exp - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	152	152
Totals for GL# 403-534-572.0100-9762: Int Exp - Lease FPL			152
403-534-591.0100 Transfer To General Fund - Allocations			
Allocations To General Fund	1	93,950	93,950
Totals for GL# 403-534-591.0100: Transfer To General Fund - Allocations			93,950
<b>Totals for Dept 534-Solid Waste</b>			<b>\$ 2,815,029</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**403 - SOLID WASTE FUND**

**Capital Projects Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget	
<b>CAPITAL EXPENDITURES</b>						-	%
662.0000-2135	PW Electrical Upgrade	-	8,000	8,000	8,000	-	%
662.0000-2238	PW Admin Building	-	2,000	2,000	2,000	-	%
662.0000-4215	PW Storage Building	-	22,500	22,500	22,500	-	%
<b>Total Capital Projects</b>		-	<b>32,500</b>	<b>32,500</b>	<b>32,500</b>	-	%
<b>Total Capital Expenditures</b>		\$ -	\$ <b>32,500</b>	\$ <b>32,500</b>	\$ <b>32,500</b>	-	%



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**403 - SOLID WASTE FUND**  
**Grants Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
	<b>EXPENDITURES</b>					- %
752.0000-9048	Hurricane Ian	-	-	475,391	-	- %
	<b>Total Federal Expenses</b>	-	-	<b>475,391</b>	-	- %
	<b>TOTAL EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 475,391</u>	<u>\$ -</u>	<u>- %</u>
	<b>TOTAL FUND EXPENDITURES</b>	<u><b>\$ 2,513,536</b></u>	<u><b>\$ 2,691,486</b></u>	<u><b>\$ 3,224,147</b></u>	<u><b>\$ 2,847,529</b></u>	<u><b>5.8 %</b></u>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432 - WATER AND SEWER FUND**  
**Fund Summary**

	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$27,338,022	\$29,672,654	\$29,672,654	\$ 35,096,485	18.3 %
<b>Revenues</b>					
Grants	45,242	15,202	4,097,046	-	- %
Fines and Forfeitures	180	-	12,500	-	- %
Charges for Services	8,187,472	8,207,903	8,526,481	8,644,250	5.3 %
Impact Fees	255,129	-	76,000	-	- %
Interest Revenue	52,086	63,856	290,451	240,000	275.8 %
Miscellaneous	233,124	123,967	369,738	800	(99.4)%
Debt/Lease Proceeds	-	15,000	-	161,000	973.3 %
Non-Revenue/Fund Balance	-	9,163,340	-	9,122,491	(0.4)%
<b>Total Revenues</b>	<b>8,773,233</b>	<b>17,589,268</b>	<b>13,372,216</b>	<b>18,168,541</b>	<b>3.3 %</b>
<b>Expenses</b>					
Cross Connect	87,156	343,771	375,914	350,157	1.9 %
Water Department	2,048,975	2,274,407	2,665,620	2,455,737	8.0 %
Sewer Department	918,028	907,236	1,000,401	803,147	(11.5)%
Customer Service	424,766	526,332	520,360	579,965	10.2 %
WWTP	2,267,407	2,410,174	2,686,088	2,723,275	13.0 %
Grants - Non Capital Expenses	13,632	15,202	13,300	-	(100.0)%
Capital Expense	860,776	9,183,859	9,443,715	8,378,344	(8.8)%
Debt Service	1,466,087	1,387,604	1,387,603	1,246,505	(10.2)%
Transfer Out	518,704	540,683	540,683	1,631,411	201.7 %
<b>Total Expenditure</b>	<b>8,605,531</b>	<b>17,589,268</b>	<b>18,633,684</b>	<b>18,168,541</b>	<b>3.3 %</b>
Excess Revenue Over (Under) Expenditures (Modified Accrual)	167,702	-	(5,261,468)	-	- %
Conversion to Full Accrual	(2,166,930)	(1,247,104)	(10,685,299)	(214,590)	(82.8)%
Excess Revenue Over (Under) Expenditures	2,334,632	1,247,104	5,423,831	214,590	(82.8)%
<b>Total Net Position, End of Year</b>	<b>29,672,654</b>	<b>30,919,758</b>	<b>35,096,485</b>	<b>35,311,075</b>	<b>14.2 %</b>
Net Investments in Capital Assets	19,130,174	27,160,334	26,250,008	17,444,789	(35.8)%
Restricted Net Position	1,493,108	1,230,222	1,307,750	1,307,750	(6.3)%
Unrestricted Net Position	9,049,372	2,529,202	7,538,727	16,558,536	554.7 %
<b>Total Net Position, End of Year</b>	<b>\$29,672,654</b>	<b>\$30,919,758</b>	<b>\$35,096,485</b>	<b>\$ 35,311,075</b>	<b>14.2 %</b>

Capital Expenses includes department capital expense and fund level Capital Improvement projects.



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-000 - WATER AND SEWER REVENUE**  
**Fund Revenue Summary**

Account 432-000	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>REVENUES</b>						
331.3500-9045	American Rescue Plan Act	\$ 41,400	\$ -	\$ 4,081,377	\$ -	- %
331.5003	FEMA: Hurricane Irma	-	-	6,169	-	- %
337.3050-9042	SWFWMD - Toilet Rebate	3,842	5,702	-	-	(100.0)%
337.3050-9050	SWFWMD - Toilet Rebate	-	9,500	9,500	-	(100.0)%
	<b>TOTAL</b>	<b>45,242</b>	<b>15,202</b>	<b>4,097,046</b>	<b>-</b>	<b>(100.0)%</b>
<b>INTERGOVERNMENTAL/ GRANT REVENUE</b>						
343.6100	Water Sales	4,251,569	4,284,000	4,450,000	4,513,500	5.4 %
343.3200	Water Service Installation	22,300	12,000	12,000	12,000	- %
343.6800	Misc Water Charges	11,485	10,000	16,000	15,000	50.0 %
343.6900	Reuse Penalties	21,165	20,000	17,500	17,500	(12.5)%
	<b>Total Water Services</b>	<b>4,306,519</b>	<b>4,326,000</b>	<b>4,495,500</b>	<b>4,558,000</b>	<b>5.4 %</b>
343.8100	Sewer Service Charges	3,652,271	3,676,153	3,820,000	3,876,000	5.4 %
343.5200	Sewer Connection Charges	17,600	12,000	12,000	12,000	- %
343.7900	Sewer Penalties	15,232	15,000	12,500	12,500	(16.7)%
	<b>Total Sewer Services</b>	<b>3,685,103</b>	<b>3,703,153</b>	<b>3,844,500</b>	<b>3,900,500</b>	<b>5.3 %</b>
343.8500	Backflow Preventer Maint	185,272	170,000	180,000	180,000	5.9 %
343.8700	Backflow Penalties	1,050	750	900	750	- %
	<b>Total Cross Connect Services</b>	<b>186,322</b>	<b>170,750</b>	<b>180,900</b>	<b>180,750</b>	<b>5.9 %</b>
	<b>TOTAL UTILITY SERVICES</b>	<b>8,177,944</b>	<b>8,199,903</b>	<b>8,520,900</b>	<b>8,639,250</b>	<b>5.4 %</b>
349.0536	Lien Search - Utilities	8,738	8,000	5,200	5,000	(37.5)%
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>8,738</b>	<b>8,000</b>	<b>5,200</b>	<b>5,000</b>	<b>(37.5)%</b>
361.0100	Investment Earnings	47,006	63,856	290,000	240,000	275.8 %
361.0200	Interest Rev - Impact Fees	4,706	-	-	-	- %
361.0800	Interest Special Assmt	-	-	26	-	- %
361.0900	A/R Interest Charges	374	-	425	-	- %
	<b>TOTAL INTEREST REVENUE</b>	<b>52,086</b>	<b>63,856</b>	<b>290,451</b>	<b>240,000</b>	<b>275.8 %</b>
341.3300	Impact Admin Fee	790	-	381	-	- %
359.2000	Forfeits/Restitution	180	-	12,500	-	- %
362.4100	Rents Park -Taxable	125	-	100	-	- %
364.4100	Disposition Of Fixed Assets	27,575	-	-	-	- %



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

Account		2022	2023	2023	2024	% Change
432-000	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
369.6700	Other Misc. Revenue-Returned	1,720	800	1,540	800	- %
	Check Chgs					
369.6800	Other Misc Rev/Refund Exp	-	-	365	-	- %
369.7000	Other Misc Revenue-Reimb-Veolia	193,226	-	231,927	-	- %
369.7400	Other Misc Revenue	1,158	123,167	126,123	-	(100.0)%
369.7401	Other Misc Rev/Ins Premium Reimb	9,515	-	9,718	-	- %
369.8001	Over/Short Cash	(195)	-	(35)	-	- %
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>234,094</b>	<b>123,967</b>	<b>382,619</b>	<b>800</b>	<b>(99.4)%</b>
324.2100	Impact Fees - Water (Residential)	22,713	-	14,000	-	- %
324.2150	Impact Fees - Sewer (Residential)	96,633	-	62,000	-	- %
324.2200	Impact Fees - Water (Commerical)	24,965	-	-	-	- %
324.2250	Impact Fees - Sewer (Commerical)	110,818	-	-	-	- %
	<b>TOTAL IMPACT FEES</b>	<b>255,129</b>	<b>-</b>	<b>76,000</b>	<b>-</b>	<b>- %</b>
	<b>OTHER FINANCING SOURCES</b>					
383.7000	Capital Lease Inception	-	15,000	-	161,000	973.3 %
	<b>Total Debt/Lease Proceeds</b>	<b>-</b>	<b>15,000</b>	<b>-</b>	<b>161,000</b>	<b>973.3 %</b>
399.0000	Funding From Fund Balance - Outstanding Enc	-	1,033,900	-	-	(100.0)%
399.1000	Funding from Equity	-	27,186	-	185,000	580.5 %
399.6000	Funding From Equity - Capital Proj	-	7,552,254	-	8,187,491	8.4 %
399.9533	Funding from Impact Fees - Water	-	275,000	-	375,000	36.4 %
399.9535	Funding from Impact Fees - Sewer	-	275,000	-	375,000	36.4 %
	<b>Total Non-Revenue Sources</b>	<b>-</b>	<b>9,163,340</b>	<b>-</b>	<b>9,122,491</b>	<b>(0.4)%</b>
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>-</b>	<b>9,178,340</b>	<b>-</b>	<b>9,283,491</b>	<b>1.1 %</b>
	<b>TOTAL WATER AND SEWER REVENUE</b>	<b>\$ 8,773,233</b>	<b>\$17,589,268</b>	<b>\$13,372,216</b>	<b>\$18,168,541</b>	<b>3.3 %</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Cross Connect – 532

Water and Sewer Fund - 432

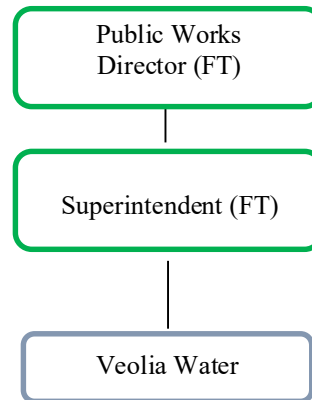
### Department Mission:

Responsible for the protection of the public drinking water system, and the health, safety, and welfare of customers that utilize the system. This is accomplished through an assessment program that determines the level of protection (backflow prevention assembly) that must be provided at any point of connection to the distribution system. Additionally, a routine monitoring and inspection program helps locate and eliminate potentially harmful cross connections and sources of possible contamination.

### Primary Duties:

Performs backflow testing and certification throughout the City's distribution. Protect homeowners against connections between a potable and non-potable water supply. Inspections of homeowners system to insure that there is no cross connections.

### Organizational Chart:



### Department Objectives:

- Ensure the safety of the City's drinking water.
- Remain up to date on all required licenses, permits and certifications.
- To maintain the accuracy of the backflow prevention schedule.

### Goals & Accomplishments:

- Maintained testing of all backflows based on schedule.
- In FY23, the department moved all personnel (1 Service Worker) to the Water Department and contracted with Veolia Water to perform the City's backflow testing.
- Establish process to provide accurate and timely results for reporting.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Cross Connection – 532

Water and Sewer Fund - 432

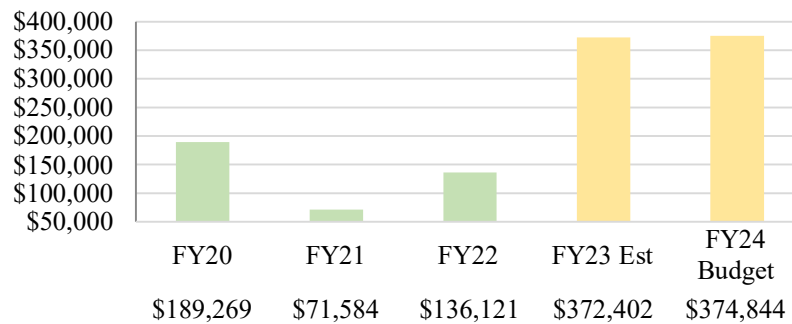
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
**Backflow tested and certified	16	2	204	300

## Capital Outlay:

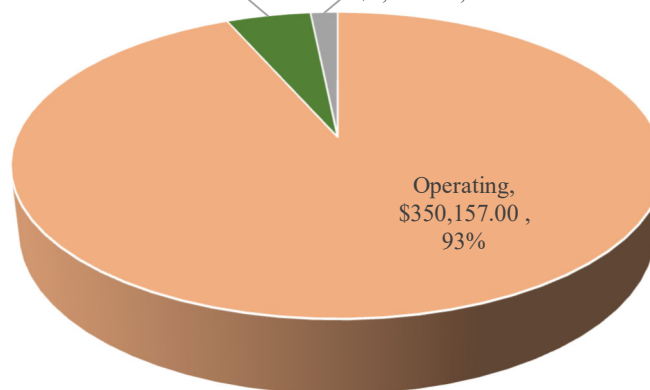
Funding Source	Description	Amount
Fund Balance	Crimping Tool	6,000.00
<b>Total</b>		<b>\$6,000.00</b>

## Departmental Expenditures



## Budget by Category

Transfers, \$18,687.00 , 5%  
Capital, \$6,000.00 , 2%







**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-532 - CROSS CONNECT**  
**Cost Center Summary**

Account 432-532	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 23,635	\$ -	\$ -	\$ -	- %
514.0100	Overtime - GE	608	-	-	-	- %
514.0150	Overtime - Holiday GE	122	-	-	-	- %
521.0100	FICA Taxes	1,852	-	-	-	- %
522.2100	Retirement General Employee	3,621	-	-	-	- %
523.0100	Health Insurance	5,027	-	-	-	- %
523.0300	Insurance & EAP	64	-	-	-	- %
524.0100	Workers' Compensation	1,153	-	-	-	- %
<b>Total Personnel Expenses</b>		<b>36,082</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- %</b>
531.1600	Contract Services	5,078	285,411	285,411	325,157	13.9 %
545.1200	Insurance	3,512	-	-	-	- %
545.9900	Insurance Contingency - Vehicle	-	-	15	-	- %
546.3400	Repair & Maintenance	91	4,000	6,775	5,000	25.0 %
546.3600	Repair & Maintenance - Utility	31,086	53,852	75,000	10,000	(81.4)%
546.4000	Vehicle Repair & Maintenance	(11)	-	-	-	- %
552.1500	Fuel and Lubricants	1,120	-	-	-	- %
552.2300	Operating Expenses	584	22	500	10,000	45,354.5 %
552.3900	Safety Program Expense	145	-	-	-	- %
552.4200	Small Tools/Equipment	1,593	486	500	-	(100.0)%
552.5100	Uniform Purchases And Cleaning	163	-	-	-	- %
559.0100	Depreciation Expense	7,713	-	7,713	-	- %
<b>Total Operating Expenses</b>		<b>51,074</b>	<b>343,771</b>	<b>375,914</b>	<b>350,157</b>	<b>45,212.0 %</b>
564.0100	Machinery & Equipment	-	-	-	6,000	- %
564.4900	Capital Leases	162	11,538	11,538	-	(100.0)%
<b>Total Capital Purchases</b>		<b>162</b>	<b>11,538</b>	<b>11,538</b>	<b>6,000</b>	<b>(100.0)%</b>
571.0100	Princ - Lease	11,601	-	-	-	- %
572.0100	Interest Expense - Lease	496	-	-	-	- %
<b>Total Debt Service</b>		<b>12,097</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- %</b>
591.0100	Transfer Out - Admin Services	36,708	4,965	4,965	18,687	276.4 %
<b>Total Transfers-Out</b>		<b>36,708</b>	<b>4,965</b>	<b>4,965</b>	<b>18,687</b>	<b>276.4 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 136,123</b>	<b>\$ 360,274</b>	<b>\$ 392,417</b>	<b>\$ 374,844</b>	<b>45,388.4 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Cross Connect - 532**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-532-531.1600 Contract Services			
Backflow Testing/Repair FDEP Required	1	325,157	325,157
Totals for GL# 432-532-531.1600: Contract Services			325,157
432-532-546.3400 Repair & Maintenance			
Equipment	1	5,000	5,000
Totals for GL# 432-532-546.3400: Repair & Maintenance			5,000
432-532-546.3600 Repair & Maintenance - Utility			
Backflow Repairs	1	10,000	10,000
Totals for GL# 432-532-546.3600: Repair & Maintenance - Utility			10,000
432-532-552.2300 Operating Expenses			
Warehouse Supplies - Specialized Fittings	1	10,000	10,000
Totals for GL# 432-532-552.2300: Operating Expressing			10,000
432-532-564.0100 Machinery & Equipment			
Dewalt Crimping Tool	1	6,000	6,000
Totals for GL# 432-532-564.0100: Machinery & Equipment			6,000
432-532-591.0100 Transfer To General Fund - Allocations			
Allocations To General Fund	1	18,687	18,687
Totals for GL# 432-532-591.0100: Transfer To General Fund - Allocations			18,687
<b>Totals for Dept 532-Cross Connect</b>			<b>\$ 374,844</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Water Department – 533

Water and Sewer Fund - 432

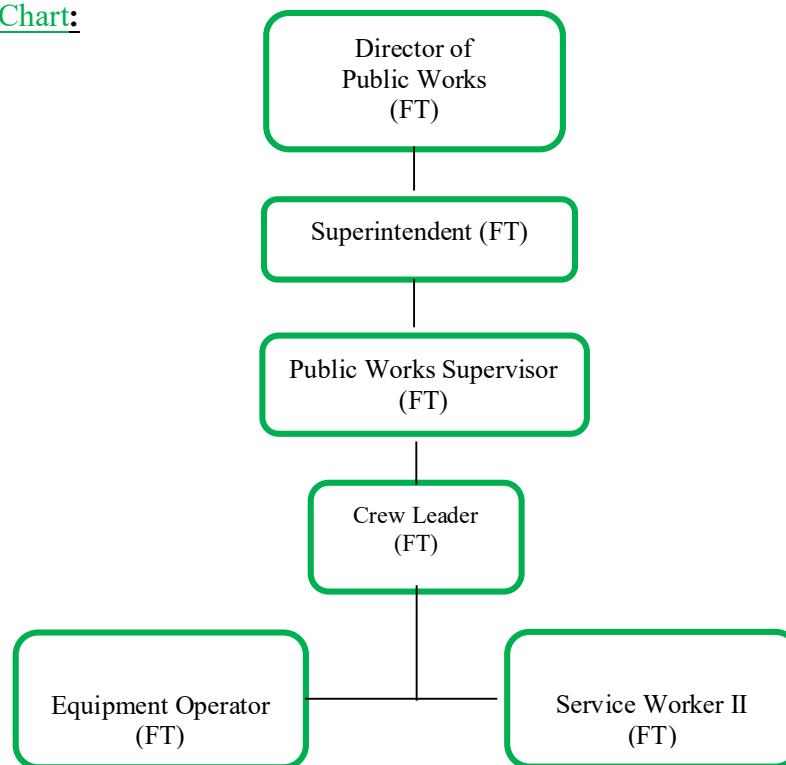
### Department Mission:

The Water Department provides water services to businesses and residents in City along with a portion of the surrounding unincorporated Manatee County with emphasis on exceptional customer support and service. The Department's function is to provide the highest quality of water in the most efficient and cost-effective way possible to all customers. The goal is to continue to lead the water industry with innovative operating and maintenance processes, developed through training and engineering, while ensuring the safety of our employees and the health, safety and welfare with approximately 5,000 customers.

### Primary Duties:

Installs, maintains and repairs existing and new infrastructure within the potable water distribution system. Monitors water quality through testing throughout the City. Improve the system to more efficiently provide protection and quality of service. Provide oversight and correction of deficiencies in the system. Add connections to improve service.

### Organizational Chart:



### Department Objectives:

- Increase number of fire hydrants.
- Provide adequate GIS and as-built records.
- Increase connections and services.
- Improve the quality of service.
- Improve maintenance and performance of water infrastructure.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Water Department – 533

Water and Sewer Fund - 432

Goals & Accomplishments:

- The department will continue to water quality control testing as per Florida State guidelines.
- Continue to repair and replace old, outdated water lines.
- To provide training and state certification for current and new hires.
- Completed Chloramine injection station to enhance the chlorine in the areas west of the City limits.

Performance Indicators:

<b>Task</b>	<b>FY2021 Actual</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Projected</b>
New Connections (Total)	48	54	30	44
Water Mains (Miles)	74	74	74	74
New Accounts by Deposit	734	696	610	650
Closed Accounts	720	658	594	600

Capital Outlay:

<b>Funding Source</b>	<b>Description</b>	<b>Amount</b>
Fund Balance	Hydraulic Lift Unit	15,000
Current Revenue	New Service Meters	25,000
<b>Total Operating Capital</b>		<b>\$40,000</b>

Fund Balance	Meter Replacement Program	100,289
Current Revenue	Meter Replacement Program	99,711
Carryforward	Public Works Admin Building	8,750
Carryforward	Public Works Electrical Upgrade	39,209
Carryforward	Public Works Storage Building	107,500
Carryforward	Ward I Phase III	708,211
Carryforward	Ward I Phase IV	225,000
Carryforward	Water Line R&R	1
Fund Balance	Water Line R&R	500,000
Carryforward	Chloramine Project	24,812
Fund Balance	Chloramine Project	50,000
<b>Total CIP</b>		<b>\$1,863,483</b>
<b>Grand Total</b>		<b>\$1,903,483</b>

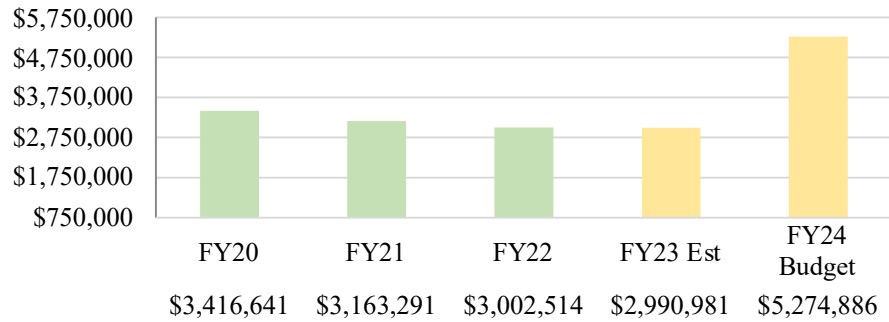


**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

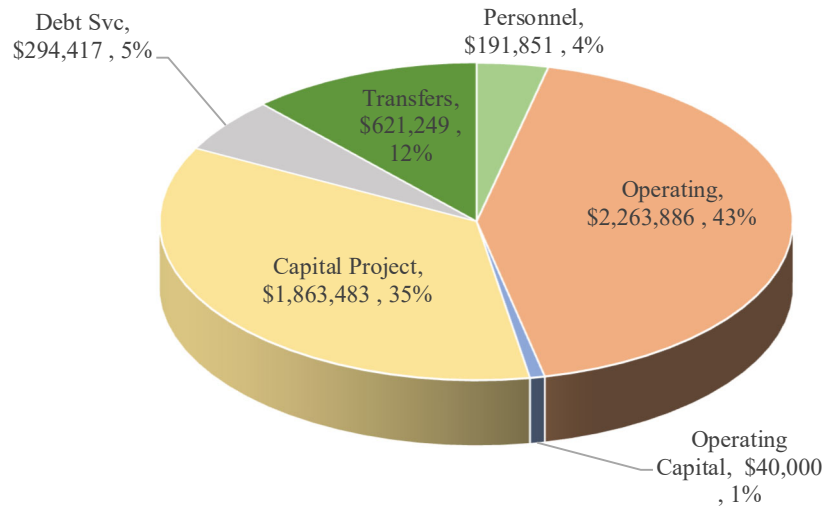
Water Department – 533

Water and Sewer Fund - 432

**Departmental Expenditures**



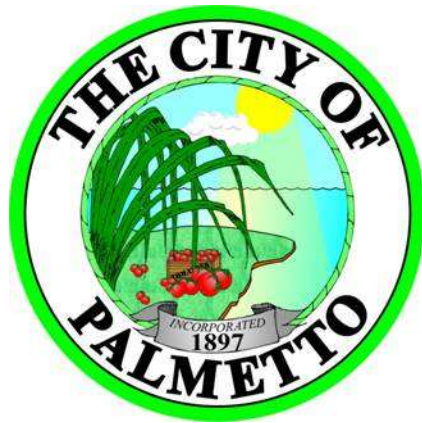
**Budget by Category**





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-533 - WATER DEPARTMENT**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>432-533</b>						
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 97,314	\$ 139,328	\$ 88,451	\$ 129,666	(6.9)%
514.0100	Overtime - GE	2,069	4,000	4,897	4,000	- %
514.0150	Overtime - Holiday GE	-	1,000	-	1,000	- %
521.0100	FICA Taxes	7,564	11,042	7,098	10,303	(6.7)%
522.2100	Retirement General Employee	7,892	7,807	4,061	12,564	60.9 %
523.0100	Health Insurance	19,637	28,308	18,669	30,855	9.0 %
523.0300	Insurance & EAP	287	456	295	425	(6.8)%
524.0100	Workers' Compensation	5,030	5,426	5,426	3,038	(44.0)%
<b>Total Personnel Expenses</b>		<b>139,793</b>	<b>197,367</b>	<b>128,897</b>	<b>191,851</b>	<b>(2.8)%</b>
531.0100	Consulting	-	112,150	98,000	50,000	(55.4)%
531.0300	Membership Dues	205	500	217	500	- %
531.1600-0000	Contract Services	1,908	3,500	3,500	3,500	- %
531.1600-1425	Contract Services - Chloramine	-	322,885	322,885	349,962	8.4 %
531.2000	Engineering Services	-	15,000	15,000	20,000	33.3 %
540.5100	Travel and Per Diem	-	3,000	-	2,000	(33.3)%
541.1100	Communications	1,043	1,380	1,380	1,700	23.2 %
541.1100-1425	Communications - Chloramine	1,212	1,320	1,292	1,400	6.1 %
531.0000-0000	Utility Services	1,532	8,100	9,000	11,400	40.7 %
543.0000-1425	Utility Service - Chloramine	-	1,620	-	2,000	23.5 %
544.1500	Rental Expenses	-	5,000	2,500	10,000	100.0 %
545.1200-0000	Insurance	9,184	7,816	7,804	9,044	15.7 %
545.1200-1425	Insurance - Chloramine	9,348	13,652	13,651	14,174	3.8 %
545.9900	Insurance Contingency - Vehicle	2,586	-	34,800	-	- %
546.0500	Contamination Testing	6,620	14,530	3,000	9,000	(38.1)%
546.3400-0000	Repair & Maintenance	96	10,000	3,500	22,000	120.0 %
546.3400-1425	Repair & Maintenance - Chloramine	200	10,950	750	456	(95.8)%
546.3400-9042	Repair & Maintenance - Grant	3,842	(3,798)	1,589	-	(100.0)%
	Matching					
546.3400-9050	Repair & Maintenance - Grant	-	19,000	2,500	15,000	(21.1)%
	Matching					
546.3600	Repair & Maintenance - Utility	151,590	147,386	190,000	150,000	1.8 %
546.4000	Vehicle Repair & Maintenance	5,812	9,000	7,500	10,000	11.1 %
547.5100	Printing And Binding	-	1,000	150	500	(50.0)%
551.1200	Office Supplies	155	500	150	500	- %
552.1500	Fuel and Lubricants	9,744	14,700	10,000	10,000	(32.0)%
552.2300	Operating Expenses	2,266	6,000	3,000	6,000	- %
552.2300-1425	Operating Expense - Chloramine	5,032	50,500	15,000	50,000	(1.0)%
552.3900	Safety Program Expense	603	2,325	475	2,750	18.3 %
552.4200	Small Tools/Equipment	2,162	6,024	3,000	5,000	(17.0)%
552.5100	Uniform Purchases And Cleaning	856	5,000	800	5,000	- %
552.6300	Water Purchased For Resale	1,248,919	1,285,000	1,450,000	1,500,000	16.7 %
555.1300	Technical/Training	(266)	3,000	300	2,000	(33.3)%
559.0100	Depreciation Expense	334,980	-	334,980	-	- %



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-533 - WATER DEPARTMENT**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>432-533</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
595.0000	Doubtful Accts Exp	82	-	-	-	- %
595.4500	OPEB Expense	3,696	-	-	-	- %
595.4600	Pension Expense - Enterprise Fnds	105,775	-	-	-	- %
	<b>Total Operating Expenses</b>	<b>1,909,182</b>	<b>2,077,040</b>	<b>2,536,723</b>	<b>2,263,886</b>	<b>9.0 %</b>
563.0200	Improvements Not Building	22,264	36,755	45,000	25,000	(32.0)%
564.0100	Machinery & Equipment	2,776	15,000	15,000	15,000	- %
564.4900	Capital Leases	85,091	11,538	11,538	-	(100.0)%
	<b>Total Capital Purchases</b>	<b>110,131</b>	<b>63,293</b>	<b>71,538</b>	<b>40,000</b>	<b>(36.8)%</b>
571.0100	Princ - Lease	61,493	79,644	79,644	66,098	(17.0)%
571.0100-3659	Principal - Lease	139,909	70,850	70,850	-	(100.0)%
571.1400	Principal Payment - 2014 Loan	82,432	84,976	84,976	87,597	3.1 %
571.1900	Principal - Loan 2019	114,397	116,470	116,470	106,751	(8.3)%
571.0100-9762	Princ - Lease FPL	1,338	1,414	1,414	1,493	5.6 %
572.0100	Interest Expense - Lease	2,022	2,428	2,428	1,430	(41.1)%
572.0100-3659	Interest Expense - Lease	2,694	452	452	-	(100.0)%
572.1400	Interest Expense - Loan 2014	21,078	18,945	18,945	16,324	(13.8)%
572.1900	Interest Expense - Loan 2019	10,577	8,649	8,649	6,106	(29.4)%
572.0100-9762	Int Exp - Lease FPL	434	395	395	353	(10.6)%
572.9000	Deferred Refunding Expense	8,265	8,265	8,265	8,265	- %
	<b>Total Debt Service</b>	<b>444,639</b>	<b>392,488</b>	<b>392,488</b>	<b>294,417</b>	<b>(25.0)%</b>
591.0100	Transfer Out - Admin Services	120,081	107,843	107,843	106,320	(1.4)%
591.4600	Transfer to Reclaim	-	-	-	514,929	- %
	<b>Total Transfers-Out</b>	<b>120,081</b>	<b>107,843</b>	<b>107,843</b>	<b>621,249</b>	<b>476.1 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,723,826</b>	<b>\$ 2,838,031</b>	<b>\$ 3,237,489</b>	<b>\$ 3,411,403</b>	<b>20.2 %</b>





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Water - 533**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-533-512.0100 Regular Salaries			
Regular Salaries	1	129,666	129,666
Totals for GL# 432-533-512.0100: Regular Salaries			129,666
432-533-514.0100 Overtime - GE			
Overtime	1	4,000	4,000
Totals for GL# 432-533-514.0100: Overtime - GE			4,000
432-533-514.0150 Overtime - Holiday GE			
Overtime - Holiday	1	1,000	1,000
Totals for GL# 432-533-514.0150: Overtime - Holiday GE			1,000
432-533-521.0100 FICA Taxes			
FICA Taxes	1	10,303	10,303
Totals for GL# 432-533-521.0100: FICA Taxes			10,303
432-533-522.2100 Retirement General Employee			
General Employee Pension	1	12,564	12,564
Totals for GL# 432-533-522.2100: Retirement General Employee			12,564
432-533-523.0100 Health Insurance			
Health Insurance	1	30,855	30,855
Totals for GL# 432-533-523.0100: Health Insurance			30,855
432-533-523.0300 Life Insurance			
Life Insurance	1	425	425
Totals for GL# 432-533-523.0300: Life Insurance			425
432-533-524.0100 Workers' Compensation			
Workers' Compensation	1	3,038	3,038
Totals for GL# 432-533-524.0100: Workers' Compensation			3,038
432-533-531.0100 Consulting			
Consulting	1	50,000	50,000
Totals for GL# 432-533-531.0100: Consulting			50,000
432-533-531.0300 Membership Dues			
FRWA	1	500	500
Totals for GL# 432-533-531.0300: Membership Dues			500
432-533-531.1600 Contract Services			
GPS Device Annually: 17-442,462,653,657;20-401,507,676	1	3,500	3,500
Totals for GL# 432-533-531.1600: Contract Services			3,500
432-533-531.1600-1425 Contract Services - Chloramine			
Contract Services	1	349,962	349,962
Totals for GL# 432-533-531.1600-1425: Contract Services - Chloramine			349,962



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Water - 533**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-533-531.2000 Engineering Services			
Engineering Services	1	20,000	20,000
Totals for GL# 432-533-531.2000: Engineering Services			20,000
432-533-540.5100 Travel and Per Diem			
Water Distribution Courses	1	2,000	2,000
Totals for GL# 432-533-540.5100: Travel and Per Diem			2,000
432-533-541.1100 Communications			
Cell Service - Crew Leader	1	600	600
Cell Service - On Call	1	500	500
Cell Service - Supervisor	1	600	600
Totals for GL# 432-533-541.1100: Communications			1,700
432-533-541.1100-1425 Communications - Chloramine			
Internet Service	1	1400	1,400
Totals for GL# 432-533-541.1100-1425: Communications - Chloramine			1,400
432-533-543.0000 Utility Services			
City Of Palmetto Utilities	1	9,900	9,900
FPL	1	1,500	1,500
Totals for GL# 432-533-543.0000: Utility Services			11,400
432-533-543.0000-1425 Utility Services - Chloramine			
City Of Palmetto Utilities	1	1,000	1,000
FPL	1	1,000	1,000
Totals for GL# 432-533-543.0000-1425: Utility Services - Chloramine			2,000
432-533-544.1500 Rental Expenses			
Rental Expense	1	10,000	10,000
Totals for GL# 432-533-544.1500: Rental Expenses			10,000
432-533-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	2,261	9,044
Totals for GL# 432-533-545.1200: Insurance			9,044
432-533-545.1200-1425 Insurance - Chloramine			
Flood Insurance	1	10,062	10,062
Gen Liab, Auto, Property Insurance	4	1,028	4,112
Totals for GL# 432-533-545.1200-1425: Insurance - Chloramine			14,174
432-533-546.0500 Contamination Testing			
Chemical Testing	1	3,000	3,000
Lead 7 Copper Testing	1	6,000	6,000
Totals for GL# 432-533-546.0500: Contamination Testing			9,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Water - 533**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-533-546.3400 Repair & Maintenance			
Equipment Repairs	1	2,000	2,000
Replacement Meter Boxes	1	20,000	20,000
Totals for GL# 432-533-546.3400: Repair & Maintenance			22,000
432-533-546.3400-1425 Repair & Maintenance - Chloramine			
A/C Maintenance (Quarterly)	4	114	456
Totals for GL# 432-533-546.3400-1425: Repair & Maintenance - Chloramine			456
432-533-546.3400-9042 Repair & Maint - Toilet Rebate Program			
Toilet Rebate Program	1	15,000	15,000
Totals for GL# 432-533-546.3400-9042: Repair & Maint - Toilet Rebate Program			15,000
432-533-546.3600 Repair & Maintenance - Utility			
Repair & Maintenance- Utility	1	150,000	150,000
Totals for GL# 432-533-546.3600: Repair & Maintenance - Utility			150,000
432-533-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	10,000	10,000
Totals for GL# 432-533-546.4000: Vehicle Repair & Maintenance			10,000
432-533-547.5100 Printing and Binding			
Printing and Binding	1	500	500
Totals for GL# 432-533-547.5100: Printing and Binding			500
432-533-551.1200 Office Supplies			
Office Supplies	1	500	500
Totals for GL# 432-533-551.1200: Office Supplies			500
432-533-552.1500 Fuel and Lubricants			
Fuel Costs	1	10,000	10,000
Totals for GL# 432-533-552.1500: Fuel and Lubricants			10,000
432-533-552.2300 Operating Expenses			
Maintenance Requirements	1	6,000	6,000
Totals for GL# 432-533-552.2300: Operating Expenses			6,000
432-533-552.2300-1425 Operating Expenses - Chloramine			
Chemicals	1	50,000	50,000
Totals for GL# 432-533-552.2300-1425: Operating Expenses - Chloramine			50,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Water - 533**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-533-552.3900 Safety Program Expense			
Personal Protective Equipment	1	1,000	1,000
Safety Cones	1	500	500
Safety Footwear Program	5	150	750
Safety Vest	1	500	500
Totals for GL# 432-533-552.3900: Safety Program Expense			2,750
432-533-552.4200 Small Tools/Equipment			
Small Tools	1	5,000	5,000
Totals for GL# 432-533-552.4200: Small Tools/Equipment			5,000
432-533-552.5100 Uniform Purchases and Cleaning			
Supervisor Shirts	1	300	300
Uniform Rental	4	1,175	4,700
Totals for GL# 432-533-552.5100: Uniform Purchases and Cleaning			5,000
432-533-552.6300 Water Purchased For Resale			
Water Purchased For Resale	1	1,500,000	1,500,000
Totals for GL# 432-533-552.6300: Water Purchased For Resale			1,500,000
432-533-555.1300 Technical/Training			
Water License Testing And Water Classes	1	2,000	2,000
Totals for GL# 432-533-555.1300: Technical/Training			2,000
432-533-563.0200 Improvement Not Buildings-Meters			
New/ Replacement Service Meters	1	25,000	25,000
Totals for GL# 432-533-563.0200: Improvement Not Buildings-Meters			25,000
432-533-564.0100 Machinery & Equipment			
Hydraulic Unit For Truck 20676	1	15,000	15,000
Totals for GL# 432-533-564.0100: Machinery & Equipment			15,000
432-533-571.0100 Princ - Lease			
P# 12-15 20740 Vac Trk	1	32,455	32,455
P# 15-16 20676 Ford F450	1	6,634	6,634
P# 7-10 PW Generator (Shared), Valve Machine	1	27,009	27,009
Totals for GL# 432-533-571.0100: Princ - Lease			66,098
432-533-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	1,493	1,493
Totals for GL# 432-533-571.0100-9762: Princ - Lease FPL			1,493
432-533-571.1400 Principal Payment - 2014 Loan			
2014 Loan Principal Payment (37-40 Out Of 60 Pymts)	1	87,597	87,597
Totals for GL# 432-533-571.1400: Principal Payment - 2014 Loan			87,597



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Water - 533**

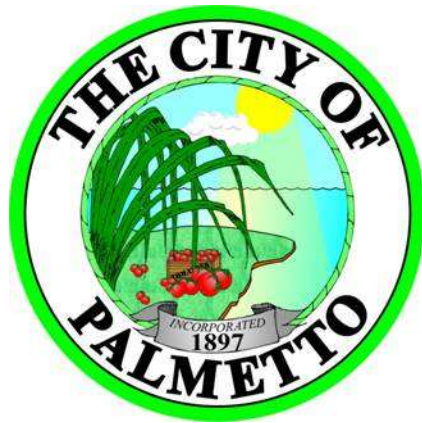
**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-533-571.1900 Princ-Keybank Loan 2019			
Keybank Principal (10-11 Out Of 18 Pymts)	1	106,751	106,751
Totals for GL# 432-533-571.1900: Princ-Keybank Loan 2019			106,751
432-533-572.0100 Int Exp - Lease			
P# 11-14 20740 Vac Trk	1	289	289
P# 15-16 20676 Ford F450	1	43	43
P# 7-10 PW Generator (Shared), Valve Machine	1	1,098	1,098
Totals for GL# 432-533-572.0100: Int Exp - Lease			1,430
432-533-572.0100-9762 Int Exp - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	353	353
Totals for GL# 432-533-572.0100-9762: Int Exp - Lease FPL			353
432-533-572.1400 Interest Payment - 2014 Loan			
2014 Loan Interest (37-40 Out Of 60 Pymts)	1	16,324	16,324
Totals for GL# 432-533-572.1400: Interest Payment - 2014 Loan			16,324
432-533-572.1900 Int Exp-Keybank Loan 2019			
Keybank Interest (10-11 Out Of 18 Pymts)	1	6,106	6,106
Totals for GL# 432-533-572.1900: Int Exp-Keybank Loan 2019			6,106
432-533-572.9000 Deferred Refunding Exp			
Loss On Refunding - (5 Of 9)	1	8,265	8,265
Totals for GL# 432-533-572.9000: Deferred Refunding Exp			8,265
432-533-591.0100 Transfer To General Fund - Allocations			
Allocations To General Fund	1	106,320	106,320
Totals for GL# 432-533-591.0100: Transfer To General Fund - Allocations			106,320
<b>Totals for Dept 533-Water Department</b>			<b>\$ 2,896,474</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Sewer Department – 535

Water and Sewer Fund - 432

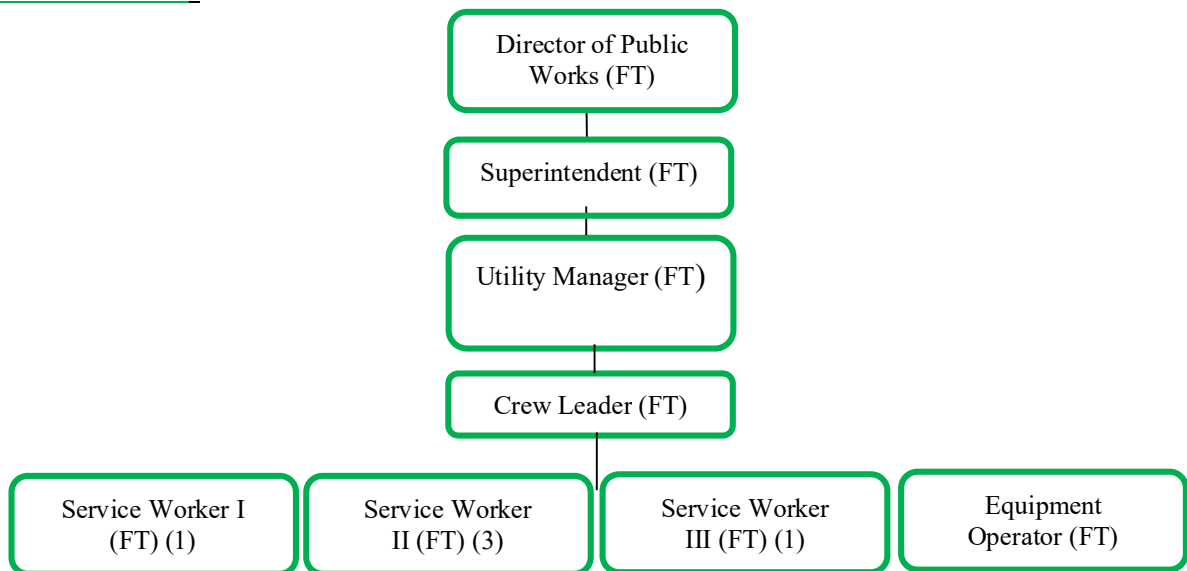
### Department Mission:

The Sewer program provides for safe collection and transmission of wastewater through the City's underground sewer mains lines. The purpose of the Sewer program is to maintain the collection system in such a manner that protects the public safety, health and the environment.

### Primary Duties:

Responsible for providing and maintaining a reliable and safe means of transporting sewage from customers to the Wastewater Treatment Facility. Install new services, maintain and repairing existing infrastructure and lift stations through the City.

### Organizational Chart:



### Department Objectives:

- To further investigate areas for I&I and resolve those issues as they are found or as budget will allow.
- Provide maintenance by cleaning, video inspecting mains & laterals and making repairs as necessary.
- Protect residents by decreasing the number of sanitary overflows through maintenance and repair reducing I&I.
- By reducing I&I monies can be saved by making the sanitary sewer system more efficient.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Sewer Department – 535

Water and Sewer Fund - 432

Goals & Accomplishments:

- Relocated approximately 1500 feet of sewer lines for the Sewer R&R project.
- Finalized construction of a two million gallon Equalization Basin.
- Continue lining manholes through the I & I process.

Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Septic to Sewer Conversion (New)	0	0	0	0
New Commercial/Residential connections	61	50	34	48

Capital Outlay:

Funding Source	Description	Amount
Fund Balance	Well Point Equipment	2,000
Fund Balance	Push Camera	12,000
<b>Total Operating Capital</b>		<b>\$14,000</b>
Carryforward	I&I	690,731
Fund Balance	I&I	500,000
ARPA – Grant	I&I	728,158
Carryforward	Lift Station Upgrade	71,573
Fund Balance	Lift Station Upgrade	200,000
ARPA -Grant	Lift Station Upgrade	129,656
Carryforward	Public Works Admin Building	8,750
Carryforward	Public Works Electrical Building	35,000
Carryforward	Public Works Storage Building	107,500
Carryforward	Sewer Line R&R	141,138
Carryforward	Ward I Phase III	455,213
ARPA -Grant	Ward I Phase III	1,570,385
Carryforward	Ward I Phase IV	225,000
<b>Total Capital Project</b>		<b>\$4,863,104</b>
<b>Grand Total</b>		<b>\$4,877,104</b>



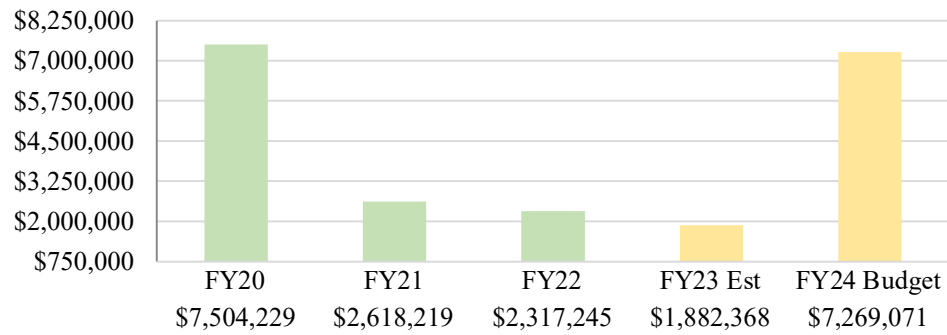


**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

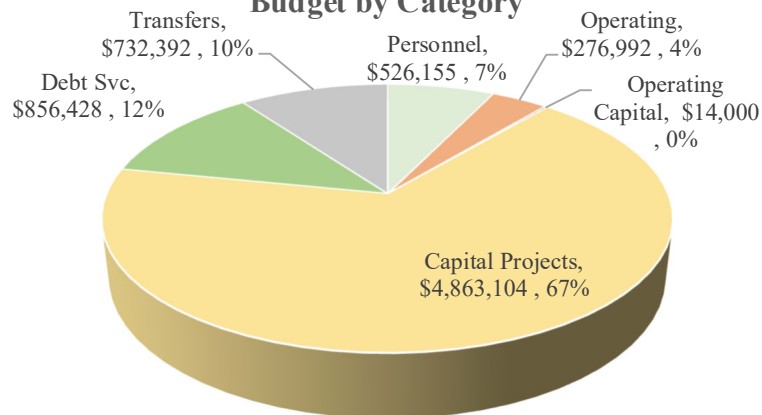
Sewer Department – 535

Water and Sewer Fund - 432

**Departmental Expenditures**



**Budget by Category**





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-535 - SEWER DEPARTMENT**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>432-535</b>						
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 212,970	\$ 327,942	\$ 230,796	\$ 351,762	7.3 %
514.0100	Overtime - GE	6,743	9,000	11,882	9,000	- %
514.0150	Overtime - Holiday GE	178	1,000	456	1,000	- %
521.0100	FICA Taxes	16,515	25,852	17,938	27,856	7.8 %
522.2100	Retirement General Employee	35,000	29,298	21,611	33,968	15.9 %
523.0100	Health Insurance	56,909	84,208	56,413	91,784	9.0 %
523.0300	Insurance & EAP	739	1,079	743	1,154	7.0 %
524.0100	Workers' Compensation	7,385	8,765	8,765	7,302	(16.7)%
529.0000	Career Advancement	-	-	-	2,329	- %
	<b>Total Personnel Expenses</b>	<b>336,439</b>	<b>487,144</b>	<b>348,604</b>	<b>526,155</b>	<b>8.0 %</b>
531.0100	Consulting	-	9,046	9,046	-	(100.0)%
531.0300	Membership Dues	205	218	217	300	37.6 %
531.1600	Contract Services	4,856	34,027	3,000	29,000	(14.8)%
531.2000	Engineering Services	-	15,000	2,000	5,000	(66.7)%
540.5100	Travel and Per Diem	18	2,000	75	3,000	50.0 %
541.1100	Communications	681	1,980	1,380	2,900	46.5 %
543.0000	Utility Services	-	5,000	5,500	6,000	20.0 %
544.1500	Rental Expenses	-	10,000	1,000	10,000	- %
545.1200	Insurance	13,593	13,744	13,707	18,492	34.5 %
546.3400	Repair & Maintenance	10,008	132,599	12,000	40,000	(69.8)%
546.3600	Repair & Maintenance - Utility	46,046	121,975	85,000	95,000	(22.1)%
546.4000	Vehicle Repair & Maintenance	6,113	20,158	22,000	20,000	(0.8)%
551.1200	Office Supplies	186	700	150	500	(28.6)%
552.1500	Fuel and Lubricants	17,044	25,200	15,500	25,500	1.2 %
552.2300	Operating Expenses	3,576	5,600	4,000	2,000	(64.3)%
552.3900	Safety Program Expense	820	5,450	1,500	5,200	(4.6)%
552.4200	Small Tools/Equipment	3,216	4,430	2,500	3,500	(21.0)%
552.5100	Uniform Purchases And Cleaning	1,713	6,950	1,250	4,600	(33.8)%
554.0100	Non-Capitalized Equipment	1,866	-	-	3,000	- %
555.1300	Technical/Training	199	6,000	600	3,000	(50.0)%
559.0100	Depreciation Expense	471,372	-	471,372	-	- %
595.0000	Doubtful Accts Exp	77	-	-	-	- %
	<b>Total Operating Expenses</b>	<b>581,589</b>	<b>420,077</b>	<b>651,797</b>	<b>276,992</b>	<b>(34.1)%</b>
564.0100	Machinery & Equipment	2,776	13,000	13,000	14,000	7.7 %
564.4900	Capital Leases	3,970	11,610	11,610	-	(100.0)%
	<b>Total Capital Purchases</b>	<b>6,746</b>	<b>24,610</b>	<b>24,610</b>	<b>14,000</b>	<b>(43.1)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-535 - SEWER DEPARTMENT**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>432-535</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
571.0000	SRF Loan-Principal-Reuse Water	17,316	17,512	17,512	17,711	1.1 %
571.0001	SRF Loan - Principal - Sewer - Construction	338,497	338,792	338,792	341,198	0.7 %
571.0100	Princ - Lease	56,961	42,415	42,415	42,782	0.9 %
571.1900	Principal - Loan 2019	387,323	394,340	394,340	361,435	(8.3)%
571.0100-9762	Princ - Lease FPL	1,529	1,616	1,616	1,706	5.6 %
572.0000	SRF Loan-Interest-Reuse Water	3,538	3,401	3,401	3,203	(5.8)%
572.0001	SRF Loan - Interest - Sewer - Construction	40,647	41,265	41,265	38,859	(5.8)%
572.0100	Interest Expense - Lease	1,106	738	738	473	(35.9)%
572.1900	Interest Expense - Loan 2019	35,812	29,283	29,283	20,673	(29.4)%
572.0100-9762	Int Exp - Lease FPL	496	451	451	404	(10.4)%
572.9000	Deferred Refunding Expense	27,983	27,984	27,984	27,984	- %
<b>Total Debt Service</b>		<b>911,208</b>	<b>897,797</b>	<b>897,797</b>	<b>856,428</b>	<b>(4.6)%</b>
591.0100	Transfer Out - Admin Services	173,394	202,915	202,915	217,463	7.2 %
591.4600	Transfer to Reclaim	-	-	-	514,929	- %
<b>Total Transfers-Out</b>		<b>173,394</b>	<b>202,915</b>	<b>202,915</b>	<b>732,392</b>	<b>260.9 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,009,376</b>	<b>\$ 2,032,543</b>	<b>\$ 2,125,723</b>	<b>\$ 2,405,967</b>	<b>18.4 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Sewer - 535**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-535-512.0100 Regular Salaries			
Regular Salaries	1	351,762	351,762
Totals for GL# 432-535-512.0100: Regular Salaries			351,762
432-535-514.0100 Overtime - GE			
Overtime	1	9,000	9,000
Totals for GL# 432-535-514.0100: Overtime - GE			9,000
432-535-514.0150 Overtime - Holiday GE			
Overtime - Holiday	1	1,000	1,000
Totals for GL# 432-535-514.0150: Overtime - Holiday GE			1,000
432-535-521.0100 FICA Taxes			
FICA Taxes	1	27,856	27,856
Totals for GL# 432-535-521.0100: FICA Taxes			27,856
432-535-522.2100 Retirement General Employee			
General Employee Pension	1	33,968	33,968
Totals for GL# 432-535-522.2100: Retirement General Employee			33,968
432-535-523.0100 Health Insurance			
Health Insurance	1	91,784	91,784
Totals for GL# 432-535-523.0100: Health Insurance			91,784
432-535-523.0300 Life Insurance			
Life Insurance	1	1,154	1,154
Totals for GL# 432-535-523.0300: Life Insurance			1,154
432-535-524.0100 Workers' Compensation			
Workers' Compensation	1	7,302	7,302
Totals for GL# 432-535-524.0100: Workers' Compensation			7,302
432-535-529.0000 Career Advancement			
Career Advancement	1	2,329	2,329
Totals for GL# 432-535-529.0000: Career Advancement			2,329
432-535-531.0300 Membership Dues			
FRWA	1	300	300
Totals for GL# 432-535-531.0300: Membership Dues			300
432-535-531.1600 Contract Services			
GPS Device Annually 20202,20208,20211,20510	1	1,000	1,000
Granitenet Annual Software Support	1	3,000	3,000
Smoke Testing	1	25,000	25,000
Totals for GL# 432-535-531.1600: Contract Services			29,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Sewer - 535**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-535-531.2000 Engineering Services			
Engineering Services	1	5,000	5,000
Totals for GL# 432-535-531.2000: Engineering Services			5,000
432-535-540.5100 Travel and Per Diem			
Travel And Per Diem	1	3,000	3,000
Totals for GL# 432-535-540.5100: Travel and Per Diem			3,000
432-535-541.1100 Communications			
Cell Service - On Call	1	500	500
Cell Service-Crew	1	600	600
Cell Service-Foreman	1	600	600
Cell Service-Supervisor	1	600	600
Wi-Fi Card For Laptop- Supervisor	1	600	600
Totals for GL# 432-535-541.1100: Communications			2,900
432-535-543.0000 Utility Services			
City Of Palmetto Utilities	1	6,000	6,000
Totals for GL# 432-535-543.0000: Utility Services			6,000
432-535-544.1500 Rental Expenses			
Rental Expenses	1	10,000	10,000
Totals for GL# 432-535-544.1500: Rental Expenses			10,000
432-535-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	4,623	18,492
Totals for GL# 432-535-545.1200: Insurance			18,492
432-535-546.3400 Repair & Maintenance			
Cues Mainline Camera Repair	1	10,000	10,000
Liftstation 7 Improvements /Fence, Apron	1	10,000	10,000
Manhole Ring & Covers	1	9,500	9,500
Push Camera Repair	1	500	500
Vac Truck Equipment/Repair	1	10,000	10,000
Totals for GL# 432-535-546.3400: Repair & Maintenance			40,000
432-535-546.3600 Repair & Maintenance - Utility			
Repair And Maintenance-Utilities	1	95,000	95,000
Totals for GL# 432-535-546.3600: Repair & Maintenance - Utility			95,000
432-535-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	20,000	20,000
Totals for GL# 432-535-546.4000: Vehicle Repair & Maintenance			20,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Sewer - 535**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-535-551.1200 Office Supplies			
Office Supplies	1	500	500
Totals for GL# 432-535-551.1200: Office Supplies			500
432-535-552.1500 Fuel and Lubricants			
Fuel-Oil-Lubricants	1	25,500	25,500
Totals for GL# 432-535-552.1500: Fuel and Lubricants			25,500
432-535-552.2300 Operating Expenses			
Central Store Supplies	1	2,000	2,000
Totals for GL# 432-535-552.2300: Operating Expenses			2,000
432-535-552.3900 Safety Program Expense			
Personal Protective Equipment	1	2,000	2,000
Safety Cones	1	1,000	1,000
Safety Footwear Program	10	150	1,500
Safety Vest	1	200	200
Safety Zone Signs	1	500	500
Totals for GL# 432-535-552.3900: Safety Program Expense			5,200
432-535-552.4200 Small Tools/Equipment			
Saws-Wrenches-Hand Tools	1	3,500	3,500
Totals for GL# 432-535-552.4200: Small Tools/Equipment			3,500
432-535-552.5100 Uniform Purchases and Cleaning			
Supervisor's Uniforms	1	200	200
Uniform Rental	8	550	4,400
Totals for GL# 432-535-552.5100: Uniform Purchases and Cleaning			4,600
432-535-554.0100 Non- Capitalized Equipment			
New Cut Saw	1	2,000	2,000
New Supervisor Laptop	1	1,000	1,000
Totals for GL# 432-535-554.0100: Non-Capitalized Equipment			3,000
432-535-555.1300 Technical/Training			
Technical and Training	1	3,000	3,000
Totals for GL# 432-535-555.1300: Technical/Training			3,000
432-535-564.0100 Machinery & Equipment			
New Push Camera	1	12,000	12,000
Well Point Equipment / Hoses	1	2,000	2,000
Totals for GL# 432-535-564.0100: Machinery & Equipment			14,000
432-535-571.0000 SRF Loan-Principal-Sewer-Design			
Principal (11-12 Out Of 40 Pymts)	1	17,711	17,711
Totals for GL# 432-535-571.0000: SRF Loan-Principal-Sewer-Design			17,711



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Sewer - 535**

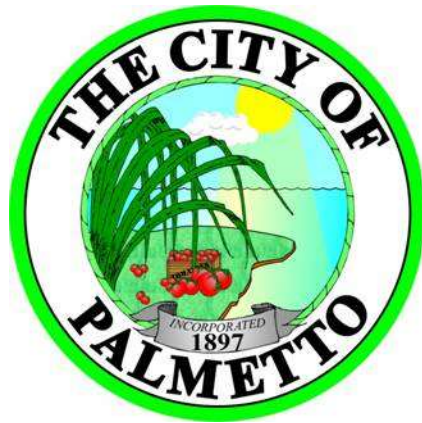
**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-535-571.0001 SRF Loan-Principal-Sewer-Construction			
SRF EQ Basin Construction Principal Pmnt 7-8 Of 40	1	341,198	341,198
Totals for GL# 432-535-571.0001: SRF Loan-Principal-Sewer-Construction			341,198
432-535-571.0100 Princ - Lease			
P# 12-15 20740 Vac, 20809 F-250	1	39,898	39,898
P# 7-10 PW Generator (Shared)	1	2,884	2,884
Totals for GL# 432-535-571.0100: Princ - Lease			42,782
432-535-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	1,706	1,706
Totals for GL# 432-535-571.0100-9762: Princ - Lease FPL			1,706
432-535-571.1900 Princ-Keybank Loan 2019			
Keybank Principal (10-11 Out Of 18 Pymts)	1	361,435	361,435
Totals for GL# 432-535-571.1900: Princ-Keybank Loan 2019			361,435
432-535-572.0000 SRF Loan-Interest-Sewer-Design			
Interest SRF (11-12 Out Of 40 Pymts)	1	3,203	3,203
Totals for GL# 432-535-572.0000: SRF Loan-Interest-Sewer-Design			3,203
432-535-572.0001 SRF Loan-Interest-Sewer-Construction			
SRF EQ Basin Construction Interest Pmnt 7-8 Of 40	1	38,859	38,859
Totals for GL# 432-535-572.0001: SRF Loan-Interest-Sewer-Construction			38,859
432-535-572.0100 Int Exp - Lease			
P# 11-14 20740 Vac, 20809 F-250	1	355	355
P# 7-10 PW Generator (Shared)	1	118	118
Totals for GL# 432-535-572.0100: Int Exp - Lease			473
432-535-572.0100-9762 Int Exp - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	404	404
Totals for GL# 432-535-572.0100-9762: Int Exp - Lease FPL			404
432-535-572.1900 Int Exp-Keybank Loan 2019			
Keybank Interest (10-11 Out Of 18 Pymts)	1	20,673	20,673
Totals for GL# 432-535-572.1900: Int Exp-Keybank Loan 2019			20,673
432-535-572.9000 Deferred Refunding Exp			
Loss On Refunding - (5 Of 9)	1	27,984	27,984
Totals for GL# 432-535-572.9000: Deferred Refunding Exp			27,984
432-535-591.0100 Transfer To General Fund - Allocations			
Allocations To General Fund	1	217,463	217,463
Totals for GL# 432-535-591.0100: Transfer To General Fund - Allocations			217,463
<b>Totals for Dept 535-Sewer Department</b>			<b>\$ 1,891,038</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Customer Service Department – 536

Water and Sewer Fund - 432

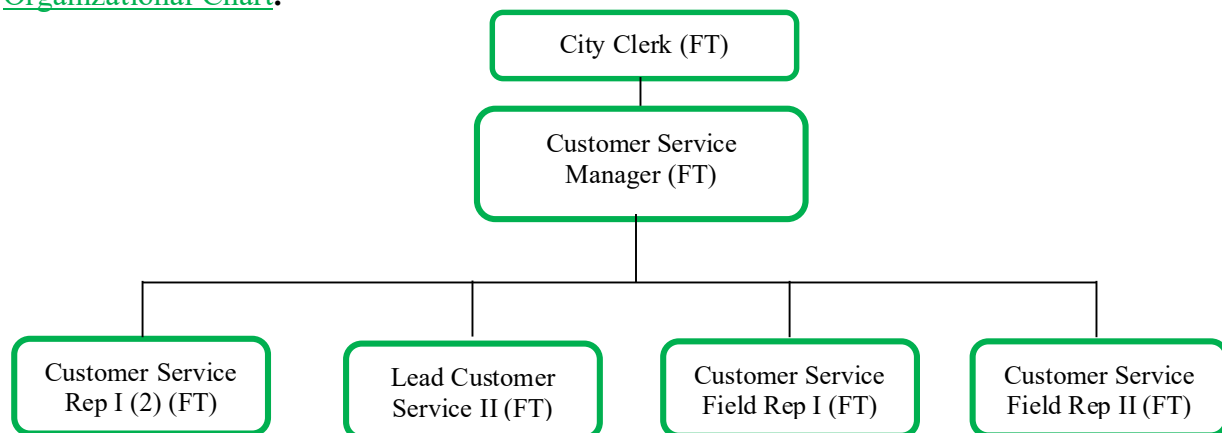
### Department Mission:

To provide centralized customer service functions to customers of the City utilizing Water, Sewer, Solid Waste, Reclaimed Water, and Stormwater. The major areas associated with this responsibility include Meter Reading, Billing, Collections, and excellent customer service.

### Primary Duties:

Responsible for calculation and preparation of customer bills, resolving billing exceptions, collection and processing service orders and special/final bill requests, and generating reports. Customer Service Field Representatives are responsible for securing accurate and timely readings. They record meter readings by automatic meter reading technology that interfaces with the Utility Billing System. They also performs special readings, leak notifications, and initiates service orders based on field observations.

### Organizational Chart:



### Department Objectives:

- Produce timely billing each and every time.
- Reduce the number of meter re-reads monthly.
- Keep accurate billing records resulting in few adjustments.
- Continuing education classes through online learning classes.

### Goals & Accomplishments:

- Cross training each team member.
- To further audit major billing items.
- Providing communication about the advantages of going paperless.
- Improve the number turn offs prior to FY 2021 by reaching out to customers.
- Continue to shrink the total amount of water purchased verses consumed.
- Reduce collections per monthly average by reaching out to customers.
- Outsourced the printing of physical water bills leading to an exponential savings.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

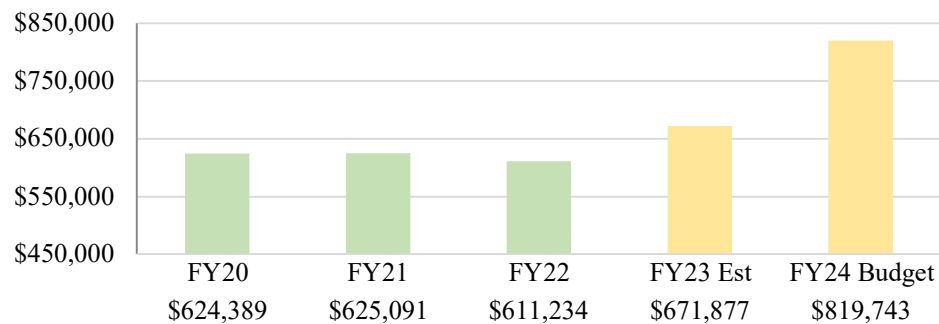
Customer Service Department – 536

Water and Sewer Fund - 432

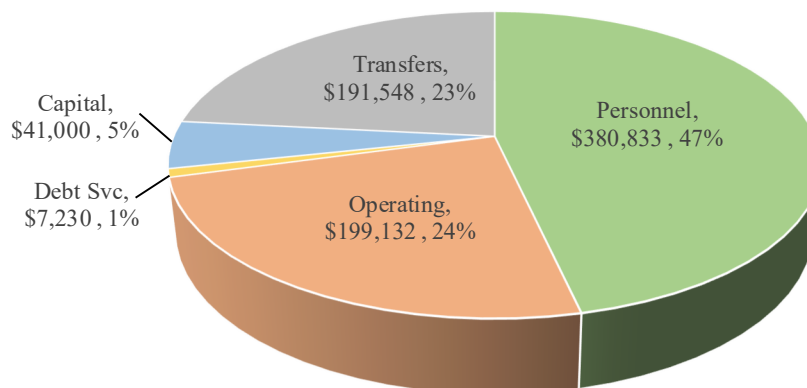
## Performance Indicators:

Task	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Est	FY2024 Projected
Gallons Purchased (Water) Avg	44,933,658	42,966,422	40,806,358	46,438,750	48,000,000
Gallons Sold (Consumption) Avg	35,305,500	34,001,383	33,994,833	35,081,817	37,000,000
Customers Paperless Billing	26% of 4811	32% of 4900	44% of 4910	57% 4941	62% 4999
Avg Turn Offs per cycle	35	20	20	20	20
Avg Collections per Month	1-2	1-2	1-2	1-2	1-2

## Departmental Expenditures



## Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-536 - CUSTOMER SERVICE**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>432-536</b>						
	<b>EXPENDITURES</b>					
512.0100	Regular Salaries	\$ 187,207	\$ 245,331	\$ 233,231	\$ 263,236	7.3 %
514.0100	Overtime - GE	422	1,000	465	1,000	- %
521.0100	FICA Taxes	13,818	19,112	16,894	20,526	7.4 %
522.2100	Retirement General Employee	29,517	21,661	20,481	25,032	15.6 %
523.0100	Health Insurance	38,069	51,540	55,907	63,984	24.1 %
523.0300	Insurance & EAP	597	807	755	861	6.7 %
524.0100	Workers' Compensation	752	3,138	1,757	2,128	(32.2)%
529.0000	Career Advancement	-	3,500	-	4,066	16.2 %
	<b>Total Personnel Expenses</b>	<b>270,382</b>	<b>346,089</b>	<b>329,490</b>	<b>380,833</b>	<b>10.0 %</b>
531.0100	Consulting	-	-	5,000	5,000	- %
531.0300	Membership Dues	194	-	-	-	- %
531.1600	Contract Services	18,240	5,300	10,000	3,800	(28.3)%
540.5100	Travel and Per Diem	126	4,350	3,900	5,400	24.1 %
541.1100	Communications	3,082	2,542	3,150	2,200	(13.5)%
542.1200	Postage/Mailing Service	27,178	34,400	34,400	34,700	0.9 %
545.1200	Insurance	10,900	11,244	11,221	14,420	28.2 %
546.3400	Repair & Maintenance	-	5,280	5,280	5,280	- %
546.4000	Vehicle Repair & Maintenance	230	2,400	2,400	2,400	- %
547.5100	Printing And Binding	7,012	7,500	7,500	7,500	- %
549.9600	Bank Service Charges	62,229	72,144	70,000	74,500	3.3 %
551.1200	Office Supplies	1,556	3,400	3,400	3,400	- %
552.1500	Fuel and Lubricants	3,792	7,200	4,000	7,200	- %
552.2300	Operating Expenses	2,430	4,940	6,400	12,442	151.9 %
552.3900	Safety Program Expense	721	400	1,400	1,800	350.0 %
552.4200	Small Tools/Equipment	3,571	7,789	3,107	2,900	(62.8)%
552.5100	Uniform Purchases And Cleaning	1,453	2,690	2,190	2,340	(13.0)%
554.0100	Non-Capitalized Equipment	1,598	3,344	2,344	7,000	109.3 %
555.1300	Technical/Training	1,714	5,320	6,820	6,850	28.8 %
559.0100	Depreciation Expense	8,358	-	8,358	-	- %
	<b>Total Operating Expenses</b>	<b>154,384</b>	<b>180,243</b>	<b>190,870</b>	<b>199,132</b>	<b>10.5 %</b>
564.0100	Machinery & Equipment	26,270	6,500	-	-	(100.0)%
564.4900	Capital Leases	-	-	-	41,000	- %
	<b>Total Capital Purchases</b>	<b>26,270</b>	<b>6,500</b>	<b>-</b>	<b>41,000</b>	<b>530.8 %</b>
571.0100	Princ - Lease	2,429	-	-	-	- %
571.0100-9762	Princ - Lease FPL	1,035	1,094	1,094	1,155	5.6 %
572.0100	Interest Expense - Lease	22	-	-	-	- %
572.0100-9762	Int Exp - Lease FPL	336	306	306	273	(10.8)%
573.0500	New Debt Service - Leases	-	-	-	5,802	- %
	<b>Total Debt Service</b>	<b>3,822</b>	<b>1,400</b>	<b>1,400</b>	<b>7,230</b>	<b>416.4 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-536 - CUSTOMER SERVICE**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>432-536</b>	<b>Description</b>	<b>Actual</b>	<b>Revised</b>	<b>Projected</b>	<b>Adopted</b>	<b>of Budget</b>
591.0100	Transfer Out - Admin Services	<u>156,377</u>	<u>178,326</u>	<u>178,326</u>	<u>191,548</u>	<u>7.4 %</u>
	<b>Total Transfers-Out</b>	<b>156,377</b>	<b>178,326</b>	<b>178,326</b>	<b>191,548</b>	<b>7.4 %</b>
	<b>Total Expenditures</b>	<b><u>\$ 611,235</u></b>	<b><u>\$ 712,558</u></b>	<b><u>\$ 700,086</u></b>	<b><u>\$ 819,743</u></b>	<b><u>15.0 %</u></b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Customer Service - 536**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-536-512.0100 Regular Salaries			
Regular Salaries	1	263,236	263,236
Totals for GL# 432-536-512.0100: Regular Salaries			263,236
432-536-514.0100 Overtime - GE			
Overtime	1	1,000	1,000
Totals for GL# 432-536-514.0100: Overtime - GE			1,000
432-536-521.0100 FICA Taxes			
FICA Taxes	1	20,526	20,526
Totals for GL# 432-536-521.0100: FICA Taxes			20,526
432-536-522.2100 Retirement General Employee			
General Employee Pension	1	25,032	25,032
Totals for GL# 432-536-522.2100: Retirement General Employee			25,032
432-536-523.0100 Health Insurance			
Health Insurance	1	63,984	63,984
Totals for GL# 432-536-523.0100: Health Insurance			63,984
432-536-523.0300 Life Insurance			
Life Insurance	1	861	861
Totals for GL# 432-536-523.0300: Life Insurance			861
432-536-524.0100 Workers' Compensation			
Workers' Compensation	1	2,128	2,128
Totals for GL# 432-536-524.0100: Workers' Compensation			2,128
432-536-529.0000 Career Advancement			
Career Advancement	1	4,066	4,066
Totals for GL# 432-536-529.0000-Career Advancement			4,066
432-536-531.0100 Consulting			
GIS Consulting	1	5,000	5,000
Totals for GL# 432-536-531.0100-Consulting			5,000
432-536-531.1600 Contract Services			
Fox Collection Services	1	3,000	3,000
GPS Annually Vehicle 20455	1	400	400
GPS Annually Vehicle 20483	1	400	400
Totals for GL# 432-536-531.1600: Contract Services			3,800
432-536-540.5100 Travel and Per Diem			
CSR Mileage and Per Diem	6	300	1,800
Training Conference: Hotel Expense	6	600	3,600
Totals for GL# 432-536-540.5100: Travel and Per Diem			5,400



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Customer Service - 536**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-536-541.1100 Communications			
Customer Service Office Mobile Phone	8	50	400
Verizon Wireless Mi-Fi + Wireless CSR Field 1	12	75	900
Verizon Wireless Mi-Fi + Wireless CSR Field 2	12	75	900
Totals for GL# 432-536-541.1100: Communications			2,200
432-536-542.1200 Postage/Mailing Services			
City Hall Postage Meter	4	675	2,700
Mailing Service - Utility Bills	1	32,000	32,000
Totals for GL# 432-536-542.1200: Postage/Mailing Services			34,700
432-536-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	3,605	14,420
Totals for GL# 432-536-545.1200: Insurance			14,420
432-536-546.3400 Repair & Maintenance			
Annual Subscription Fee R900 Mrx920-V4-Assemble	1	5,280	5,280
Totals for GL# 432-536-546.3400: Repair & Maintenance			5,280
432-536-546.4000 Vehicle Repair & Maintenance			
FA #20455 Vehicle Maintenance - Frontier	1	600	600
FA #20455 Vehicle Maintenance - Frontier Tires	1	600	600
FA #20483 Vehicle Maintenance - Frontier	1	600	600
FA #20483 Vehicle Maintenance - Frontier Tires	1	600	600
Totals for GL# 432-536-546.4000: Vehicle Repair & Maintenance			2,400
432-536-547.5100 Printing and Binding			
Printing and Binding	1	7,500	7,500
Totals for GL# 432-536-547.5100: Printing and Binding			7,500
432-536-549.9600 Bank Service Charges			
Bank Charges	1	6,500	6,500
Credit Card Fees	1	21,000	21,000
Merchant Fees	1	47,000	47,000
Totals for GL# 432-536-549.9600: Bank Service Charges			74,500
432-536-551.1200 Office Supplies			
Office Supplies	4	300	1,200
Toner Cartridges For Billing M607	8	275	2,200
Totals for GL# 432-536-551.1200: Office Supplies			3,400
432-536-552.1500 Fuel and Lubricants			
Frontier #20455 Vehicle	1	3,600	3,600
Frontier #20483 Vehicle	1	3,600	3,600
Totals for GL# 432-536-552.1500: Fuel and Lubricants			7,200



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Customer Service - 536**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-536-552.2300 Operating Expenses			
Annual Entitlement Fee Mrx950 Mrx40203	12	185	2,220
Bank Supplies	1	240	240
Emergency Towing	4	150	600
Esri-ArcGIS Online User License (Level 1 & 2)	24	45	1,080
Florida Notary	4	100	400
Manatee County Recording Fees	1	1,000	1,000
Neptune 360 Amr - 5001-10000	1	6,002	6,002
The UPS Store Neptune RMA	12	75	900
Totals for GL# 432-536-552.2300: Operating Expenses			12,442
432-536-552.3900 Safety Program Expense			
PPE Central Store Issues	6	150	900
Safety Footwear Program	6	150	900
Totals for GL# 432-536-552.3900: Safety Program Expense			1,800
432-536-552.4200 Small Tools/Equipment			
Ferguson Waterworks Data Log Flashlight Plus Freight	2	150	300
iPad Screen Protectors, Cases And Apple Pencils	3	400	1,200
Tools/Supplies For Field Reps	2	700	1,400
Totals for GL# 432-536-552.4200: Small Tools/Equipment			2,900
432-536-552.5100 Uniform Purchases and Cleaning			
Cintas Uniform Service Rental CSRF1	1	420	420
Cintas Uniform Service Rental CSRF2	1	420	420
Uniform Shirts	6	250	1,500
Totals for GL# 432-536-552.5100: Uniform Purchases and Cleaning			2,340
432-536-554.0100 Non-Capitalized Equipment			
AppleCare	2	250	500
Scanners	3	1,300	3,900
Verizon Wireless iPad Replacement	2	1,300	2,600
Totals for GL# 432-536-554.0100: Non-Capitalized Equipment			7,000
432-536-555.1300 Technical/Training			
Conference - Customer Service Registration	4	700	2,800
Fred Pryor Training/ Or Linked In Membership	6	350	2,100
FW&PCOA Backflow Repair Course & Exam	1	325	325
FW&PCOA Backflow Tester Course & Exam	1	325	325
Water Distribution Course Level 1 -Field Reps	2	325	650
Water Distribution Course Level 2 -Field Reps	2	325	650
Totals for GL# 432-536-555.1300: Technical/Training			6,850
432-536-564.4900 Capital Leases			
Ford F-150 For Cust. Service Field Rep	1	41,000	41,000
Totals for GL# 432-536-564.4900: Capital Leases			41,000



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Customer Service - 536**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-536-571.0100-9762 Princ - Lease FPL FPL (4 Out Of 12 Pymts)	1	1,155	1,155
Totals for GL# 432-536-571.0100-9762: Princ - Lease FPL			1,155
432-536-572.0100-9762 Int Exp - Lease FPL FPL (4 Out Of 12 Pymts)	1	273	273
Totals for GL# 432-536-572.0100-9762: Int Exp - Lease FPL			273
432-536-573.0500 New Debt Service - Leases F-150 Pickup Or Comparable	2	2,901	5,802
Totals for GL# 432-536-573.0500: New Debt Service - Leases			5,802
432-536-591.0100 Transfer To General Fund - Allocations Allocations To General Fund	1	191,548	191,548
Totals for GL# 432-536-591.0100: Transfer To General Fund - Allocations			191,548
<b>Totals for Dept 536-Customer Service</b>			<b>\$ 819,743</b>





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Waste Water Treatment Plant (WWTP) – 537

Water and Sewer Fund - 432

### Department Mission:

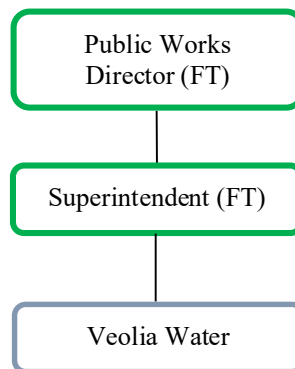
Collection and treatment of wastewater, as well as continuous maintenance and operation of the wastewater treatment plant and the collection system. Fully comply with all permit and regulatory requirements.

### Primary Duties:

Operated by Veolia Water by contract. Responsible for efficient and environmentally safe operation. Treat wastewater to standards set by applicable regulatory agencies. Perform additional capital projects as contracted.

### Organizational Chart:

NO CITY EMPLOYEES



### Department Objectives:

- Reduce gallons of sewage treated by reducing I&I.
- Reduce cost for operations through equalization of the flow through the WWTF.
- Maintaining 41 lift station throughout the City.
- Maintain adequate supply of reclaimed water for use.

### Goals & Accomplishments:

- Completed two million gallon equalization basin to reduce inflow and infiltration.
- Work towards all major lift stations to have generated power.
- To upgrade the SCADA system at the Lift Stations and power plant to measure the infiltration of water intrusion.



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Waste Water Treatment Plant (WWTP) – 537

Water and Sewer Fund - 432

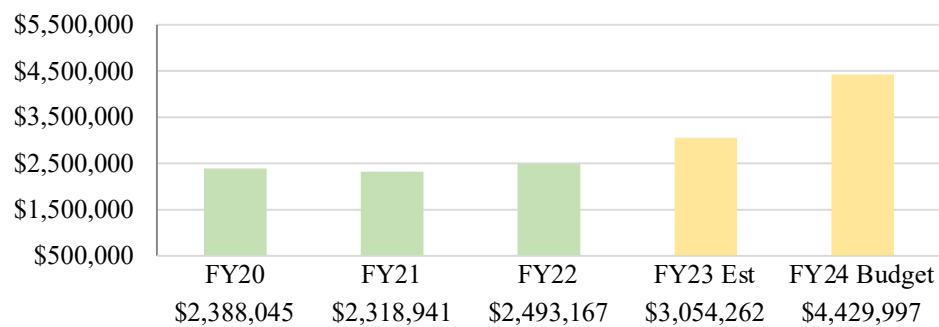
## Performance Indicators:

Task	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Projected
Lift Station with Generator power	50%	60%	65%	70%

## Capital Outlay:

Funding Source	Description	Amount
Fund Balance	Paint WWTP	150,000
Capital Lease	Bobcat Telehandler	120,000
<b>Total Operating Capital</b>		<b>\$270,000</b>
Carryforward	WWTP Storage Building	300,000
Carryforward	WWTP Upgrades	456,625
Fund Balance	WWTP Upgrades	250,000
Carryforward	WWTP Expansion	124,132
Impact Fees	WWTP Expansion	150,000
<b>Total Capital Projects</b>		<b>\$1,280,757</b>
<b>Grand Total</b>		<b>\$1,550,757</b>

## Departmental Expenditures





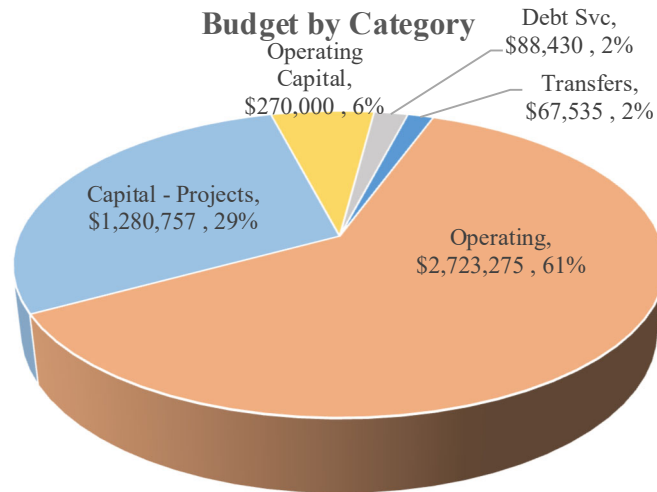
**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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Waste Water Treatment Plant (WWTP) – 537

Water and Sewer Fund - 432

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**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432-537 - WWTP**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
432-537	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
531.1600	Contract Services	\$ 1,629,569	\$ 1,656,718	\$ 1,700,000	\$ 1,798,865	8.6 %
531.2000	Engineering Services	42,100	112,110	233,310	125,000	11.5 %
543.0000	Utility Services	281,120	300,000	315,000	347,000	15.7 %
544.1500	Rental Expenses	53,743	45,000	140,000	80,000	77.8 %
545.1200	Insurance	71,065	107,038	108,870	164,700	53.9 %
546.3400	Repair & Maintenance	69,931	159,098	47,000	162,000	1.8 %
546.4000	Vehicle Repair & Maintenance	1,569	6,500	12,000	12,000	84.6 %
552.0000	Operating Expenses - Veolia	1,195	3,000	3,000	3,000	- %
552.1500	Fuel and Lubricants	10,806	16,450	12,500	16,450	- %
552.2300	Operating Expenses	537	3,560	7,500	3,560	- %
552.3900	Safety Program Expense	-	200	100	200	- %
552.4200	Small Tools/Equipment	12	500	100	500	- %
554.0100	Non-Capitalized Equipment	-	-	948	10,000	- %
559.0100	Depreciation Expense	105,760	-	105,760	-	- %
<b>Total Operating Expenses</b>		<b>2,267,407</b>	<b>2,410,174</b>	<b>2,686,088</b>	<b>2,723,275</b>	<b>13.0 %</b>
562.0000	Building Improvements	-	-	-	150,000	- %
564.0100	Machinery & Equipment	17,198	-	24,353	-	- %
564.4900	Capital Leases	-	15,000	15,000	120,000	700.0 %
<b>Total Capital Purchases</b>		<b>17,198</b>	<b>15,000</b>	<b>39,353</b>	<b>270,000</b>	<b>1,700.0 %</b>
571.0100	Princ - Lease	84,149	86,392	86,392	62,618	(27.5)%
571.0100-9762	Princ - Lease FPL	5,745	6,069	6,069	6,407	5.6 %
572.0100	Interest Expense - Lease	2,564	1,763	1,763	906	(48.6)%
572.0100-9762	Int Exp - Lease FPL	1,863	1,694	1,694	1,515	(10.6)%
573.0500	New Debt Service - Leases	-	1	-	16,984	698,300.0 %
<b>Total Debt Service</b>		<b>94,321</b>	<b>95,919</b>	<b>95,918</b>	<b>88,430</b>	<b>(7.8)%</b>
591.0100	Transfer Out - Admin Services	32,144	46,634	46,634	67,535	44.8 %
<b>Total Transfers-Out</b>		<b>32,144</b>	<b>46,634</b>	<b>46,634</b>	<b>67,535</b>	<b>44.8 %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,411,070</b>	<b>\$ 2,567,727</b>	<b>\$ 2,867,993</b>	<b>\$ 3,149,240</b>	<b>22.6 %</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Waste Water Treatment Plant - 537**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-537-531.1600 Contract Services			
A/C Maintenance (Quarterly)	4	171	684
Apex Pest Control	1	250	250
Contract- Veolia	12	149,638	1,795,656
GPS Device Annually: 17-318,323; 20-642-643-647-648-667	7	325	2,275
Totals for GL# 432-537-531.1600: Contract Services			1,798,865
432-537-531.2000 Engineering Services			
Engineering Services - WWTP	1	125,000	125,000
Totals for GL# 432-537-531.2000: Engineering Services			125,000
432-537-543.0000 Utility Services			
City Of Palmetto Utilities	1	332,000	332,000
FPL	1	15,000	15,000
Totals for GL# 432-537-543.0000: Utility Services			347,000
432-537-544.1500 Rental Expenses			
Rental Expense - 800K Generator/Blowers	1	80,000	80,000
Totals for GL# 432-537-544.1500: Rental Expenses			80,000
432-537-545.1200 Insurance			
B-1 Pollution And Remediation	1	3,700	3,700
Flood Insurance (May)	1	11,124	11,124
Gen Liab, Auto, Property Insurance	4	37,469	149,876
Totals for GL# 432-537-545.1200: Insurance			164,700
432-537-546.3400 Repair & Maintenance			
New Sand For Filters	1	50,000	50,000
Repair & Maintenance	1	12,000	12,000
Repair LS Pumps	1	100,000	100,000
Totals for GL# 432-537-546.3400: Repair & Maintenance			162,000
432-537-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	12,000	12,000
Totals for GL# 432-537-546.4000: Vehicle Repair & Maintenance			12,000
432-537-552.0000 Operating Expenses - Veolia			
Operating Expenses-Veolia	1	3,000	3,000
Totals for GL# 432-537-552.0000: Operating Expenses - Veolia			3,000
432-537-552.1500 Fuel and Lubricants			
Fuel For Vehicles	1	16,450	16,450
Totals for GL# 432-537-552.1500: Fuel and Lubricants			16,450



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Waste Water Treatment Plant - 537**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-537-552.2300 Operating Expenses			
Fiber Line	1	660	660
Fire Extinguisher Maint/Replace	1	400	400
Operating Expenses	1	2,500	2,500
Totals for GL# 432-537-552.2300: Operating Expenses			3,560
432-537-552.3900 Safety Program Expense			
Personal Protective Equipment	1	200	200
Totals for GL# 432-537-552.3900: Safety Program Expense			200
432-537-552.4200 Small Tools/Equipment			
Tools	1	500	500
Totals for GL# 432-537-552.4200: Small Tools/Equipment			500
432-537-554.0100 Non-Capitalized Equipment			
(4) Cameras	4	1,000	4,000
Wiring For Cameras	1	6,000	6,000
Totals for GL# 432-537-554.0100: Non-Capitalized Equipment			10,000
432-537-562.0000 Building Improvements			
Paint WWTP	1	150,000	150,000
Totals for GL# 432-537-562.0000: Building Improvements			150,000
432-537-564.4900 Capital Leases			
Bobcat Telehandler	1	120,000	120,000
Totals for GL# 432-537-564.4900: Capital Leases			120,000
432-537-571.0100 Princ - Lease			
P# 12-15 20740 Vac Trk	1	32,455	32,455
P# 15-16 20646 & 20667	1	26,555	26,555
P# 3-6 FY2023 Lease	1	3,608	3,608
Totals for GL# 432-537-571.0100: Princ - Lease			62,618
432-537-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	6,407	6,407
Totals for GL# 432-537-571.0100-9762: Princ - Lease FPL			6,407
432-537-572.0100 Int Exp - Lease			
P# 11-14 20740 Vac Trk	1	173	173
P# 15-16 20646 & 20667	1	289	289
P# 3-6 FY2023 Lease	1	444	444
Totals for GL# 432-537-572.0100: Int Exp - Lease			906
432-537-572.0100-9762 Int Exp - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	1,515	1,515
Totals for GL# 432-537-572.0100-9762: Int Exp - Lease FPL			1,515



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Waste Water Treatment Plant - 537**

**Water and Sewer Fund - 432**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
432-537-573.0500 New Debt Service - Leases			
Bobcat Telehandler	2	8,492	16,984
Totals for GL# 432-537-573.0500: New Debt Service - Leases			16,984
432-537-591.0100 Transfer To General Fund - Allocations			
Allocations To General Fund	1	67,535	67,535
Totals for GL# 432-537-591.0100: Transfer To General Fund - Allocations			67,535
<b>Totals for Dept 537-Waste Water Treatment Plant</b>			<b>\$ 3,149,240</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432 - WATER AND SEWER FUND**  
**Grants Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>EXPENDITURES</b>						- %
731.0100-9700	ARPA Planning	9,790	-	-	-	- %
746.3400-9042	Toilet Rebate Program - FY21	3,842	5,702	1,600	-	(100.0)%
746.3400-9050	Toilet Rebate Program	-	9,500	9,500	-	(100.0)%
752.0000-9048	Hurricane Ian	-	-	2,200	-	- %
<b>Total Grant Expenses</b>		<b>13,632</b>	<b>15,202</b>	<b>13,300</b>	<b>-</b>	<b>(200.0)%</b>
761.0100-9707	Land for WWTP Expansion	31,610	625,000	635,359	-	(100.0)%
762.0000-9701	WWTP Generator	-	617,984	617,984	-	(100.0)%
763.0000-9705	Inflow and Infiltration	-	728,158	728,158	728,158	- %
763.0100-9039	Ward 1 - Phase III	-	1,570,385	1,570,385	1,570,385	- %
764.0100-9704	ARPA Lift Station Upgrades	-	536,234	536,234	129,656	(75.8)%
<b>Total Capital Grant Expenses</b>		<b>31,610</b>	<b>4,077,761</b>	<b>4,088,120</b>	<b>2,428,199</b>	<b>(275.8)%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 45,242</b>	<b>\$ 4,092,963</b>	<b>\$ 4,101,420</b>	<b>\$ 2,428,199</b>	<b>(475.8)%</b>





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**432 - WATER AND SEWER FUND**  
**Capital Projects Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>EXPENDITURES</b>						- %
661.1000-2029	WWTP Expansion	-	350,000	350,000	274,132	(21.7)%
	<b>Total Capital Projects - Land</b>	<b>-</b>	<b>350,000</b>	<b>350,000</b>	<b>274,132</b>	<b>(21.7)%</b>
662.0000-1425	Chloramines - Building	869	2,000	2,000	-	(100.0)%
662.0000-2027	WWTP Upgrades	-	8,280	8,280	-	(100.0)%
662.0000-2127	WWTP Upgrades	3,100	9,213	9,213	-	(100.0)%
662.0000-2129	WWTP Storage Building	-	300,000	300,000	300,000	- %
662.0000-2135	PW Electrical Upgrade	-	74,209	74,209	74,209	- %
662.0000-2238	PW Admin Building	-	17,500	17,500	17,500	- %
662.0000-4215	PW Storage Building	-	215,000	215,000	215,000	- %
	<b>Total Capital Projects - Building</b>	<b>3,969</b>	<b>626,202</b>	<b>626,202</b>	<b>606,709</b>	<b>(321.7)%</b>
663.0000-1423	I&I Program	1,891	-	-	-	- %
663.0000-1425	Chloramines Injection System	-	15,347	15,347	-	(100.0)%
663.0000-1728	Equalization Basin	-	19,078	19,078	-	(100.0)%
663.0000-2023	I & I Program	307,001	907,318	932,751	1,190,731	31.2 %
663.0000-2024	Water Lines R&R	-	166,276	201,087	500,001	200.7 %
663.0000-2121	Lift Station Upgrades	12,280	-	-	-	- %
663.0000-2022	Sewer Line R&R	-	141,138	141,138	141,138	- %
663.0000-2124	Water Line R&R	8,838	-	-	-	- %
663.0000-2271	Ward 1 - Phase IV	-	450,000	450,000	450,000	- %
663.0000-9039	Ward 1 Phase 3	2,249	1,209,025	1,209,026	1,163,424	(3.8)%
	<b>Total Capital Projects - Improvements</b>	<b>332,259</b>	<b>2,908,182</b>	<b>2,968,427</b>	<b>3,445,294</b>	<b>28.1 %</b>
664.0100-1425	Chloramine Project	76,015	26,351	37,198	74,812	183.9 %
664.0100-2021	Lift Station Upgrade	-	238,753	299,245	271,573	13.7 %
664.0100-2023	I&I - Equipment	6,372	-	-	-	- %
664.0100-2027	WWTP Upgrades	-	652,253	687,412	706,625	8.3 %
664.0100-2028	Meter Replacement Program	-	-	-	200,000	- %
664.0100-2121	Lift Station Upgrades	171,047	134,819	191,475	-	(100.0)%
664.0100-2127	WWTP Upgrades	78,997	48,597	48,597	-	(100.0)%
	<b>Total Capital Projects - Equipment</b>	<b>332,431</b>	<b>1,100,773</b>	<b>1,263,927</b>	<b>1,253,010</b>	<b>5.9 %</b>
	<b>Total Capital Projects</b>	<b>668,659</b>	<b>4,985,157</b>	<b>5,208,556</b>	<b>5,579,145</b>	<b>(287.7)%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>\$ 8,605,531</b>	<b>\$17,589,253</b>	<b>\$18,633,684</b>	<b>\$18,168,541</b>	<b>3.3 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**440 - STORMWATER FUND**  
**Fund Summary**

	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 6,780,456	\$ 7,081,472	\$ 7,081,472	\$ 7,958,377	12.4 %
<b>Revenues</b>					
Intergovernmental Revenue	-	-	581,607	-	- %
Charges for Services	963,837	1,002,500	1,013,000	1,063,000	- %
Interest Revenue	4,662	6,191	45,000	18,000	190.7 %
Miscellaneous	7,212	-	4,963	-	- %
Transfers In	133,046	-	-	99,850	- %
Debt/Lease Proceeds	-	151,000	-	265,000	75.5 %
Non-Revenue/Fund Balance	-	1,556,789	-	1,473,803	(5.3)%
<b>Total Revenues</b>	<b>1,108,757</b>	<b>2,716,480</b>	<b>1,644,570</b>	<b>2,919,653</b>	<b>7.5 %</b>
<b>Expenses</b>					
Personnel Costs	194,957	290,236	135,053	308,269	6.2 %
Operating Expense	452,028	200,224	452,403	201,212	0.5 %
Capital Expense	2,938	1,786,192	1,786,192	1,923,347	7.7 %
Debt Service	272,008	293,148	293,148	329,371	12.4 %
Transfer Out	126,414	146,680	146,680	157,454	7.3 %
<b>Total Expenditure</b>	<b>1,048,345</b>	<b>2,716,480</b>	<b>2,813,476</b>	<b>2,919,653</b>	<b>7.5 %</b>
Excess Revenue Over (Under) Expenditures (Modified Accrual)	60,412	-	(1,168,906)	-	- %
Conversion to Full Accrual	(240,604)	(338,022)	(2,045,811)	(483,402)	43.0 %
Excess Revenue Over (Under) Expenditures	301,016	338,022	876,905	483,402	43.0 %
<b>Total Net Position, End of Year</b>	<b>7,081,472</b>	<b>7,419,494</b>	<b>7,958,377</b>	<b>8,441,779</b>	<b>13.8 %</b>
Net Investment in Capital Assets	5,785,929	7,347,921	7,111,451	5,758,399	(21.6)%
Unrestricted Net Position	1,295,543	71,573	846,926	2,683,380	3,649.2 %
<b>Total Net Position, End of Year</b>	<b>\$ 7,081,472</b>	<b>\$ 7,419,494</b>	<b>\$ 7,958,377</b>	<b>\$ 8,441,779</b>	<b>13.8 %</b>

Capital Expenses includes department capital expense and fund level Capital Improvement projects.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Stormwater Department – 538

Stormwater Fund - 440

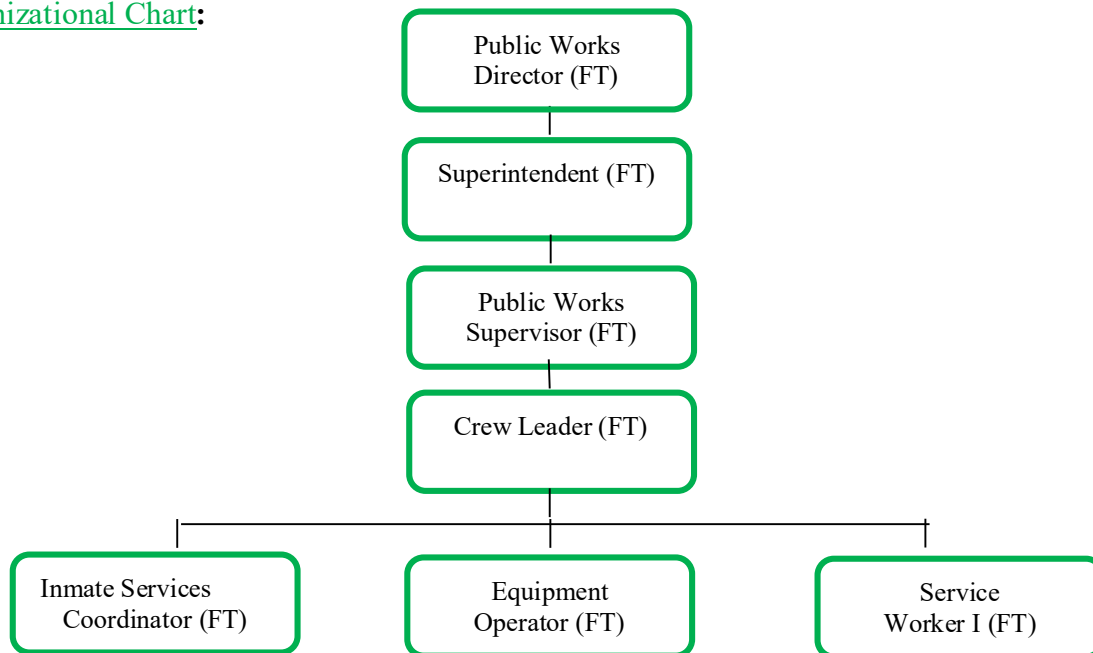
### Department Mission:

To enhance the quality of life in Palmetto by providing environmental protection and flood control through stormwater management.

### Primary Duties:

Responsible for the development of the stormwater management plan and improvement of storm water drainage quality. Maintenance of 64 storm sewer miles. Monitor all major outfalls (river/bay), compliance with National Pollution Discharge Elimination System (NPDES) permit through the Department of Environmental Protection (DEP).

### Organizational Chart:



### Department Objectives:

- Continue striving to alleviate all flooding within the City.
- Maintain ditches by mowing and reshaping to control flow and maintain some vegetation for filtering the water. Continue to install new Drainage pipes throughout the City.
- Control flooding thru out the City of Palmetto by repairing, cleaning and replacing storm pipes.
- Maintain all service connections and install new services. Make sure inspection are done throughout the City.
- Maintain 5,872 miles of roadway that removes approximately 1369 pounds of Phosphorus from the system.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Stormwater Department – 538

Stormwater Fund - 440

**Goals & Accomplishments:**

- Continue to clean the stormwater system for best water quality to control flooding.
- Install additional water quality continuous deflective separation units (CDS) throughout the City.
- Maintain four silt boxes at various location throughout the City.
- Inspect and perform maintenance as needed to all City owed ponds in accordance with SWFWMD permit requirements.

**Performance Indicators:**

<b>Task</b>	<b>FY2021 Actual</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Projected</b>
Continuous Deflective Separation (CDS)	3	3	3	3
Total Sweeper Miles	3,820	4,519	4,237	4,100
Total Sweeper Debris removed - Pounds	5,280	4,680	4,388	4,000

**Capital Outlay:**

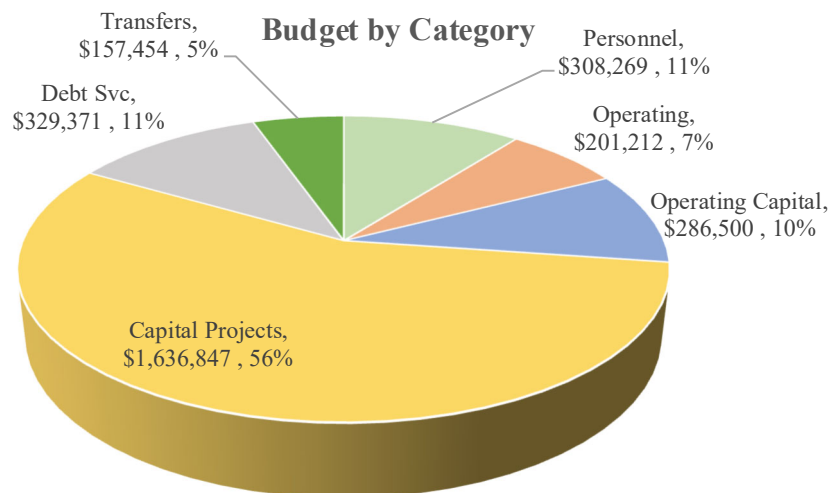
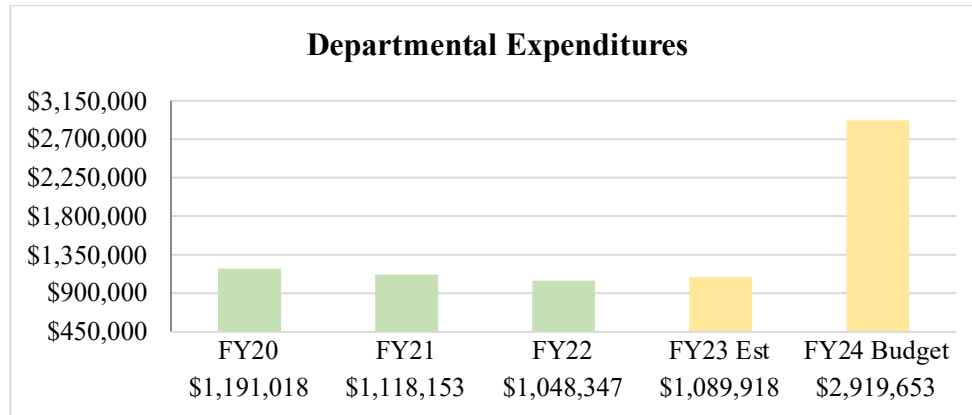
<b>Funding Source</b>	<b>Description</b>	<b>Amount</b>
Current Revenue	Pipe Laser	4,700
Current Revenue	Survey Instrument	8,000
Current Revenue	Pipe Plug Inflatable	8,800
Capital Lease	John Deere Tractor	265,000
<b>Total Operating Capital</b>		<b>\$286,500</b>
Carryforward	4 <sup>th</sup> & 10 <sup>th</sup> Ave	133,046
Carryforward	17 <sup>th</sup> St & 24 <sup>th</sup> Ave	150
Fund Balance	17 <sup>th</sup> St & 24 <sup>th</sup> Ave	99,850
Carryforward	PW Electric Upgrades	14,000
Carryforward	PW Storage Building	41,500
Carryforward	PW Admin Building	3,500
Carryforward	Dredging Projects	550,000
Current Revenue	Dredging Projects	63,194
Fund Balance	Dredging Projects	100,000
ARPA -Grant	Ward I Phase III	581,607
Carryforward	Ward I Phase IV	50,000
<b>Total</b>		<b>\$1,636,847</b>
<b>Grand Total</b>		<b>\$1,923,347</b>

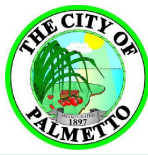


**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Stormwater Department – 538

Stormwater Fund - 440





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**440-000 - STORMWATER REVENUE**  
**Fund Revenue Summary**

Account 440-000	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>EXPENDITURES</b>						
331.3500-9045	American Rescue Plan Act	\$ -	\$ -	\$ 581,607	\$ -	- %
	<b>TOTAL</b>	-	-	<b>581,607</b>	-	- %
<b>INTERGOVERNMENTAL REVENUE</b>						
343.9100	Stormwater Charges	960,232	1,000,000	1,010,000	1,060,500	6.1 %
343.9900	Stormwater Penalties	3,605	2,500	3,000	2,500	- %
	<b>Total Stormwater Services</b>	<b>963,837</b>	<b>1,002,500</b>	<b>1,013,000</b>	<b>1,063,000</b>	<b>6.0 %</b>
	<b>TOTAL UTILITY SERVICES</b>	<b>963,837</b>	<b>1,002,500</b>	<b>1,013,000</b>	<b>1,063,000</b>	<b>6.0 %</b>
361.0100	Investment Earnings	4,662	6,191	45,000	18,000	190.7 %
	<b>TOTAL INTEREST REVENUE</b>	<b>4,662</b>	<b>6,191</b>	<b>45,000</b>	<b>18,000</b>	<b>190.7 %</b>
364.4100	Disposition Of Fixed Assets	4,950	-	2,340	-	- %
369.6800	Other Misc Rev/Refund Exp	-	-	100	-	- %
369.7400	Other Misc Revenue	348	-	525	-	- %
369.7401	Other Misc Rev/Ins Premium Reimb	1,914	-	1,998	-	- %
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>7,212</b>	<b>-</b>	<b>4,963</b>	<b>-</b>	<b>- %</b>
381.9307-2246	4th St/10th Ave Stormdrain Proj	133,046	-	-	-	- %
381.9307-2047	Transfer in - 17th St & 24th Ave Project	-	-	-	99,850	- %
	<b>Total Transfers-In</b>	<b>133,046</b>	<b>-</b>	<b>-</b>	<b>99,850</b>	<b>- %</b>
383.7000	Capital Lease Inception	-	151,000	-	265,000	75.5 %
	<b>Total Debt/Lease Proceeds</b>	<b>-</b>	<b>151,000</b>	<b>-</b>	<b>265,000</b>	<b>75.5 %</b>
399.0000	Funding From Fund Balance - Outstanding Enc	-	19,880	-	-	(100.0)%
399.1000	Funding from Equity	-	9,039	-	-	(100.0)%
399.6000	Funding From Equity - Capital Proj	-	1,527,870	-	1,473,803	(3.5)%
	<b>Total Non-Revenue Sources</b>	<b>-</b>	<b>1,556,789</b>	<b>-</b>	<b>1,473,803</b>	<b>(5.3)%</b>
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>133,046</b>	<b>1,707,789</b>	<b>-</b>	<b>1,838,653</b>	<b>7.7 %</b>
	<b>Total Revenue</b>	<b>\$ 1,108,757</b>	<b>\$ 2,716,480</b>	<b>\$ 1,644,570</b>	<b>\$ 2,919,653</b>	<b>7.5 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**440-538 - STORMWATER**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
440-538						
<b>EXPENDITURES</b>						-
512.0100	Regular Salaries	\$ 120,490	\$ 185,360	\$ 77,479	\$ 188,795	1.9 %
514.0100	Overtime - GE	3,243	5,000	1,002	5,000	- %
514.0150	Overtime - Holiday GE	269	-	156	-	- %
521.0100	FICA Taxes	9,217	14,565	5,454	14,826	1.8 %
522.2100	Retirement General Employee	19,401	16,505	7,225	18,081	9.5 %
523.0100	Health Insurance	27,111	47,963	23,190	66,083	37.8 %
523.0300	Insurance & EAP	399	515	219	525	1.9 %
524.0100	Workers' Compensation	14,827	20,328	20,328	14,959	(26.4)%
<b>Total Personnel Expenses</b>		<b>194,957</b>	<b>290,236</b>	<b>135,053</b>	<b>308,269</b>	<b>6.2 %</b>
531.0300	Membership Dues	-	250	250	250	- %
531.1600	Contract Services	125,404	59,814	63,837	49,950	(16.5)%
531.2000	Engineering Services	2,223	7,415	7,415	1,600	(78.4)%
540.5100	Travel and Per Diem	-	500	-	100	(80.0)%
541.1100	Communications	1,498	1,680	1,680	2,000	19.0 %
544.1500	Rental Expenses	-	373	498	2,500	570.2 %
545.1200	Insurance	19,686	21,565	21,565	28,992	34.4 %
546.3400	Repair & Maintenance	2,671	10,199	12,000	10,000	(2.0)%
546.3600	Repair & Maintenance - Utility	8,357	51,000	72,000	51,000	- %
546.4000	Vehicle Repair & Maintenance	3,769	9,069	10,000	10,000	10.3 %
549.9600	Bank Service Charges	517	700	675	700	- %
551.1200	Office Supplies	173	350	75	350	- %
552.1500	Fuel and Lubricants	13,171	15,200	13,500	15,500	2.0 %
552.2300	Operating Expenses	12,316	9,000	5,000	12,000	33.3 %
552.3900	Safety Program Expense	585	2,000	2,000	2,450	22.5 %
552.4200	Small Tools/Equipment	679	7,109	4,000	6,220	(12.5)%
552.5100	Uniform Purchases And Cleaning	432	2,000	1,000	2,000	- %
554.0100	Non-Capitalized Equipment	-	-	-	3,600	- %
555.1300	Technical/Training	-	2,000	438	2,000	- %
559.0100	Depreciation Expense	236,470	-	236,470	-	- %
595.0000	Doubtful Accts Exp	649	-	-	-	- %
595.4500	OPEB Expense	845	-	-	-	- %
595.4600	Pension Expense - Enterprise Fnds	22,583	-	-	-	- %
<b>Total Operating Expenses</b>		<b>452,028</b>	<b>200,224</b>	<b>452,403</b>	<b>201,212</b>	<b>0.5 %</b>
564.0100	Machinery & Equipment	2,776	-	-	21,500	- %
564.4900	Capital Leases	162	162,539	162,539	265,000	63.0 %
<b>Total Capital Purchases</b>		<b>2,938</b>	<b>162,539</b>	<b>162,539</b>	<b>286,500</b>	<b>76.3 %</b>
571.0100	Princ - Lease	34,560	52,798	52,798	71,656	35.7 %
571.1900	Principal - Loan 2019	202,198	205,861	205,861	188,683	(8.3)%
571.0100-9762	Princ - Lease FPL	908	960	960	1,013	5.5 %



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**440-538 - STORMWATER**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>440-538</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
572.0100	Interest Expense - Lease	745	3,365	3,365	4,872	44.8 %
572.0100-9762	Int Exp - Lease FPL	294	268	268	240	(10.4)%
572.1900	Interest Expense - Loan 2019	18,695	15,287	15,287	10,792	(29.4)%
572.9000	Deferred Refunding Expense	14,608	14,609	14,609	14,609	- %
573.0500	New Debt Service - Leases	-	-	-	37,506	- %
	<b>Total Debt Service</b>	<b>272,008</b>	<b>293,148</b>	<b>293,148</b>	<b>329,371</b>	<b>12.4 %</b>
591.0100	Transfer Out - Admin Services	126,414	146,680	146,680	157,454	7.3 %
	<b>Total Transfers-Out</b>	<b>126,414</b>	<b>146,680</b>	<b>146,680</b>	<b>157,454</b>	<b>7.3 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 1,048,345</b>	<b>\$ 1,092,827</b>	<b>\$ 1,189,823</b>	<b>\$ 1,282,806</b>	<b>17.4 %</b>





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Stormwater - 538**

**Stormwater Fund - 440**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
440-538-512.0100 Regular Salaries			
Regular Salaries	1	188,795	188,795
Totals for GL# 440-538-512.0100: Regular Salaries			188,795
440-538-514.0100 Overtime - GE			
Overtime	1	5,000	5,000
Totals for GL# 440-538-514.0100: Overtime - GE			5,000
440-538-521.0100 FICA Taxes			
FICA Taxes	1	14,826	14,826
Totals for GL# 440-538-521.0100: FICA Taxes			14,826
440-538-522.2100 Retirement General Employee			
General Employee Pension	1	18,081	18,081
Totals for GL# 440-538-522.2100: Retirement General Employee			18,081
440-538-523.0100 Health Insurance			
Health Insurance	1	66,083	66,083
Totals for GL# 440-538-523.0100: Health Insurance			66,083
440-538-523.0300 Life Insurance			
Life Insurance	1	525	525
Totals for GL# 440-538-523.0300: Life Insurance			525
440-538-524.0100 Workers' Compensation			
Workers' Compensation	1	14,959	14,959
Totals for GL# 440-538-524.0100: Workers' Compensation			14,959
440-538-531.0300 Membership Dues			
Florida Stormwater Association	1	250	250
Totals for GL# 440-538-531.0300: Membership Dues			250
440-538-531.1600 Contract Services			
Engineering Contract	1	8,000	8,000
Environmental Services	1	15,000	15,000
GPS Device Annually:17-318,484;18-027,034;20-210,318	6	325	1,950
Stormwater Master Plan	1	25,000	25,000
Totals for GL# 440-538-531.1600: Contract Services			49,950
440-538-531.2000 Engineering Services			
Pond Inspections (SWFWMD)	1	1,600	1,600
Totals for GL# 440-538-531.2000: Engineering Services			1,600
440-538-540.5100 Travel and Per Diem			
NPDES Training	2	50	100
Totals for GL# 440-538-540.5100: Travel and Per Diem			100



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Stormwater - 538**

**Stormwater Fund - 440**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
440-538-541.1100 Communications			
Cell Service - On Call	1	500	500
Cell Service-Foreman	1	500	500
Cell Service-Road Gang	1	500	500
Cell Service-Supervisor	1	500	500
Totals for GL# 440-538-541.1100-COMMUNICATIONS			2,000
440-538-544.1500 Rental Expenses			
Jet Truck Rental	1	2,500	2,500
Totals for GL# 440-538-544.1500: Rental Expenses			2,500
440-538-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	7,248	28,992
Totals for GL# 440-538-545.1200: Insurance			28,992
440-538-546.3400 Repair & Maintenance			
Repair & Maintenance	1	10,000	10,000
Totals for GL# 440-538-546.3400: Repair & Maintenance			10,000
440-538-546.3600 Repair & Maintenance - Utility			
4th St Storm Repair Between 10th And 9th Ave	1	50,000	50,000
Warehouse Stock	1	1,000	1,000
Totals for GL# 440-538-546.3600: Repair & Maintenance - Utility			51,000
440-538-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	10,000	10,000
Totals for GL# 440-538-546.4000: Vehicle Repair & Maintenance			10,000
440-538-549.9600 Bank Service Charges			
Bank Charges	1	700	700
Totals for GL# 440-538-549.9600: Bank Service Charges			700
440-538-551.1200 Office Supplies			
Office Supplies	1	350	350
Totals for GL# 440-538-551.1200: Office Supplies			350
440-538-552.1500 Fuel and Lubricants			
Fuel-Lubricants	1	15,500	15,500
Totals for GL# 440-538-552.1500: Fuel and Lubricants			15,500
440-538-552.2300 Operating Expenses			
Operating Expenses	1	12,000	12,000
Totals for GL# 440-538-552.2300: Operating Expenses			12,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Stormwater - 538**

**Stormwater Fund - 440**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
440-538-552.3900 Safety Program Expense			
Safety Footwear Program	5	150	750
Safety Program - Cones	1	1,000	1,000
Safety Vest	1	200	200
Signs For Truck (Safety Zone)	1	500	500
Totals for GL# 440-538-552.3900: Safety Program Expense			2,450
440-538-552.4200 Small Tools/Equipment			
Inline Level	1	220	220
Small Tools For Road Gang	1	6,000	6,000
Totals for GL# 440-538-552.4200: Small Tools/Equipment			6,220
440-538-552.5100 Uniform Purchases and Cleaning			
Uniform Rental	4	250	1,000
Uniforms - Supervisor	1	1,000	1,000
Totals for GL# 440-538-552.5100: Uniform Purchases and Cleaning			2,000
440-538-554.0100 Non-Capitalized Equipment			
12" To 24" Pipe Plug	2	1,800	3,600
Totals for GL# 440-538-554.0100: Non-Capitalized Equipment			3,600
440-538-555.1300 Technical/Training			
NPDES Training	2	350	700
Stormwater Training	1	1,300	1,300
Totals for GL# 440-538-555.1300: Technical/Training			2,000
440-538-564.0100 Machinery & Equipment			
Pipe Laser	1	4,700	4,700
Pipe Plug Inflatable 24" To 48"	2	4,400	8,800
Survey Instrument	1	8,000	8,000
Totals for GL# 440-538-564.0100: Machinery & Equipment			21,500
440-538-564.4900 Capital Leases			
Long Arm Tractor	1	265,000	265,000
Totals for GL# 440-538-564.4900: Capital Leases			265,000
440-538-571.0100 Princ - Lease			
P# 12-15 20740 Vac Trk	1	32,455	32,455
P# 3-6 FY2023 Lease	1	36,317	36,317
P# 7-10 PW Generator (Shared)	1	2,884	2,884
Totals for GL# 440-538-571.0100: Princ - Lease			71,656
440-538-571.0100-9762 Princ - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	1,013	1,013
Totals for GL# 440-538-571.0100-9762: Princ - Lease FPL			1,013
440-538-571.1900 Princ-Keybank Loan 2019			
Keybank Principal (10-11 Out Of 18 Pymts)	1	188,683	188,683
Totals for GL# 440-538-571.1900: Princ-Keybank Loan 2019			188,683



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Stormwater - 538**

**Stormwater Fund - 440**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
440-538-572.0100 Int Exp - Lease			
P# 11-14 20740 Vac Trk	1	289	289
P# 3-6 FY2023 Lease	1	4,465	4,465
P# 7-10 PW Generator (Shared)	1	118	118
Totals for GL# 440-538-572.0100: Int Exp - Lease			4,872
440-538-572.0100-9762 Int Exp - Lease FPL			
FPL (4 Out Of 12 Pymts)	1	240	240
Totals for GL# 440-538-572.0100-9762: Int Exp - Lease FPL			240
440-538-572.1900 Int Exp-Keybank Loan 2019			
Keybank Interest (10-11 Out Of 18 Pymts)	1	10,792	10,792
Totals for GL# 440-538-572.1900: Int Exp-Keybank Loan 2019			10,792
440-538-572.9000 Deferred Refunding Exp			
Loss On Refunding - (5 Of 9)	1	14,609	14,609
Totals for GL# 440-538-572.9000: Deferred Refunding Exp			14,609
440-538-573.0500 New Debt Service - Leases			
Debt Svc Long Arm Mower	2	18,753	37,506
Totals for GL# 440-538-573.0500: New Debt Service - Leases			37,506
440-538-591.0100 Transfer To General Fund - Allocations			
Allocations To General Fund	1	157,454	157,454
Totals for GL# 440-538-591.0100: Transfer To General Fund - Allocations			157,454
<b>Totals for Dept 538-Stormwater Management</b>			<b>\$ 1,282,806</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**440 - STORMWATER FUND**  
**Capital Projects Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget	
<b>EXPENDITURES</b>						-	%
662.0000-2135	PW Electrical Upgrade	-	14,000	14,000	14,000	-	%
662.0000-2238	PW Admin Building	-	3,500	3,500	3,500	-	%
662.0000-4215	PW Storage Building	-	41,500	41,500	41,500	-	%
<b>Total Capital Projects - Building</b>		-	<b>59,000</b>	<b>59,000</b>	<b>59,000</b>	-	%
663.0000-2042	Dredging Project FY20	-	550,000	550,000	713,194	29.7	%
663.0000-2047	17th St & 24th Ave	-	-	-	100,000	-	%
663.0000-2245	27th Ave Blvd Box Culvert	-	250,000	250,000	-	(100.0)	%
663.0000-2246	4th St/10th Ave Stormdrain Project	-	133,046	133,046	133,046	-	%
663.0000-2271	Ward 1 - Phase IV	-	50,000	50,000	50,000	-	%
<b>Total Capital Projects - Improvement</b>		-	<b>983,046</b>	<b>983,046</b>	<b>996,240</b>	<b>(70.3)</b>	%
763.0000-9039	Ward 1 - Phase III	-	581,607	581,607	581,607	-	%
<b>Total Capital Grant Projects</b>		-	<b>581,607</b>	<b>581,607</b>	<b>581,607</b>	-	%
<b>TOTAL CAPITAL EXPENDITURES</b>		-	<b>1,623,653</b>	<b>1,623,653</b>	<b>1,636,847</b>	<b>(70.3)</b>	%
<b>TOTAL FUND EXPENDITURES</b>		<b>\$ 1,048,345</b>	<b>\$ 2,716,480</b>	<b>\$ 2,813,476</b>	<b>\$ 2,919,653</b>	<b>7.5</b>	%



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**460 - REUSE FUND**

**Fund Summary**

	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 7,030,692	\$ 7,294,004	\$ 7,294,004	\$ 7,589,966	4.1 %
<b>Revenues</b>					
Charges for Services	572,717	587,000	618,250	638,525	8.8 %
Interest Revenue	3,698	2,000	25,000	16,000	700.0 %
Miscellaneous	316	-	466	-	- %
Transfers In	-	-	-	1,029,858	- %
Non-Revenue/Fund Balance	-	886,788	-	1,024,091	15.5 %
<b>Total Revenues</b>	<b>576,731</b>	<b>1,475,788</b>	<b>643,716</b>	<b>2,708,474</b>	<b>83.5 %</b>
<b>Expenses</b>					
Personnel Costs	14,654	209,034	35,191	204,965	(1.9)%
Operating Expense	206,173	40,513	207,681	127,541	214.8 %
Capital Expense	41,627	905,630	905,630	2,127,091	134.9 %
Debt Service	230,268	238,540	238,560	163,086	(31.6)%
Transfer Out	66,248	82,070	82,070	85,791	4.5 %
<b>Total Expenditure</b>	<b>558,970</b>	<b>1,475,787</b>	<b>1,469,132</b>	<b>2,708,474</b>	<b>83.5 %</b>
Excess Revenue Over (Under) Expenditures (Modified Accrual)	17,761	1	(825,416)	-	- %
Conversion to Full Accrual	(245,551)	(234,590)	(1,121,378)	(1,248,379)	432.2 %
Excess Revenue Over (Under) Expenditures	263,312	234,591	295,962	1,248,379	432.2 %
<b>Total Net Position, End of Year</b>	<b>7,294,004</b>	<b>7,528,595</b>	<b>7,589,966</b>	<b>8,838,345</b>	<b>17.4 %</b>
Net Investment in Capital Assets	6,198,091	6,897,434	6,711,913	8,151,938	18.2 %
Restricted Net Position	1,292	1,292	1,292	1,292	- %
Unrestricted Net Position	1,094,621	629,869	876,761	685,115	8.8 %
<b>Total Net Position, End of Year</b>	<b>\$ 7,294,004</b>	<b>\$ 7,528,595</b>	<b>\$ 7,589,966</b>	<b>\$ 8,838,345</b>	<b>17.4 %</b>

Capital Expenses includes department capital expense and fund level Capital Improvement projects.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

Reuse Department – 539

Reuse Fund - 460

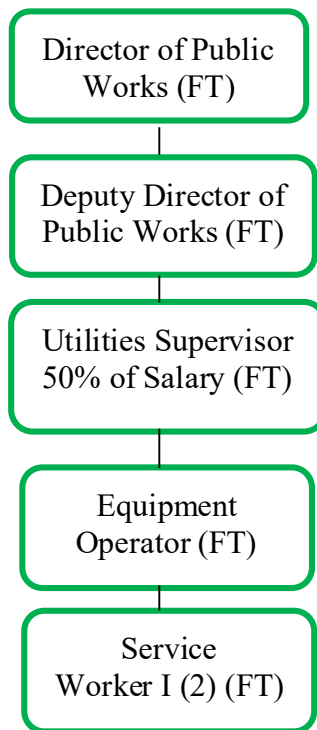
### Department Mission:

Provides for safe collection and transmission of reuse through the City's underground sewer mains, collectors and interceptor lines. The purpose of the Reuse Department is to maintain the collection system in such a manner that protects the public safety, health and the environment.

### Primary Duties:

Installs, maintains and repairs the City's reuse system. Provide customers with reuse water for irrigation as the distribution system is increased.

### Organizational Chart:



### Department Objectives:

- Increase reuse system throughout the City of Palmetto.
- Continue to make more service connections available to the customers of the City of Palmetto.
- Continue to make sure all services are installed and maintained in compliance with City's Ordinance.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Reuse Department – 539

Reuse Fund - 460

Goals & Accomplishments:

- Replace UV System at the Waste Water Treatment Plant to provide uncontaminated irrigation water to citizens.

Performance Indicators:

<b>Task</b>	<b>FY2021 Actual</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Projected</b>
Total Reuse Flow (mgd)	1.317	1.317	1.317	1.317
New Connections	18	72	33	25
Total Connections Inspected	66	66	42	45

*\*Fiscal Year represents reporting year.*

Capital Outlay:

<b>Funding Source</b>	<b>Description</b>	<b>Amount</b>
Current Revenue	Generator	3,000
<b>Total Operating Capital</b>		<b>\$3,000</b>
Carryforward	Pars Expansion	32,438
Carryforward	Public Works Admin Building	2,500
Carryforward	Public Works Electrical Upgrade	8,000
Carryforward	Public Works Storage Building	24,000
Carryforward	UV System	500,000
Current Revenue	UV System	70,142
Fund Balance	UV System	1,229,858
Carryforward	Ward 1 Phase III	257,153
<b>Total</b>		<b>\$2,124,091</b>
<b>Grand Total</b>		<b>\$2,127,091</b>



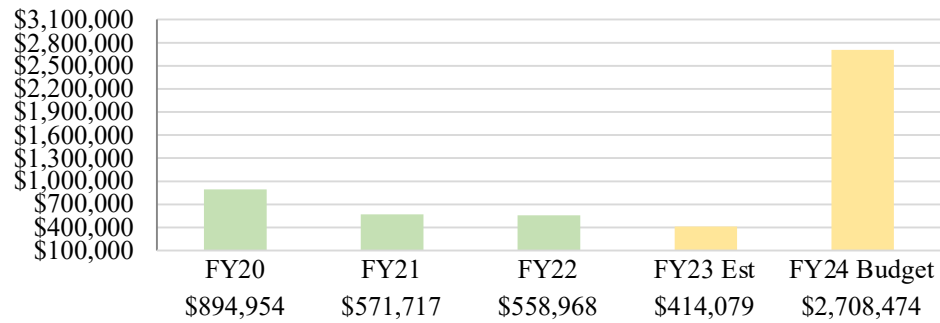


CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

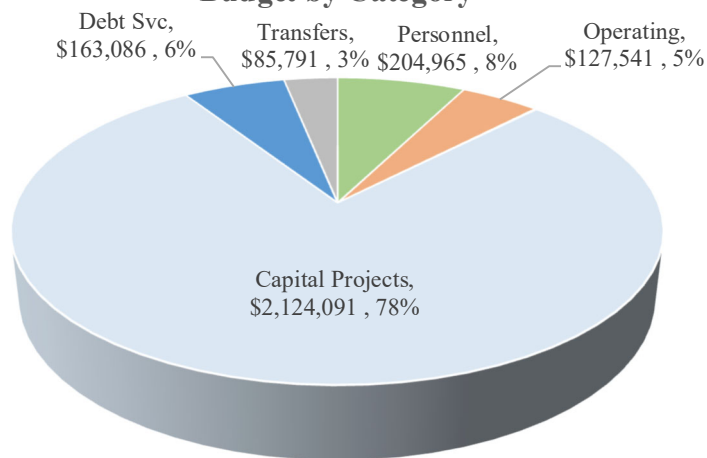
Reuse Department – 539

Reuse Fund - 460

Departmental Expenditures



Budget by Category





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**460-000 - REUSE REVENUE**  
**Fund Revenue Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
460-539						
<b>EXPENDITURES</b>						
343.9010	Reuse Water Fees	\$ 568,949	\$ 585,000	\$ 615,000	\$ 636,525	8.8 %
343.6900	Reuse Penalties	3,768	2,000	3,250	2,000	- %
	<b>Total Reuse Services</b>	<b>572,717</b>	<b>587,000</b>	<b>618,250</b>	<b>638,525</b>	<b>8.8 %</b>
	<b>TOTAL UTILITY SERVICES</b>	<b>572,717</b>	<b>587,000</b>	<b>618,250</b>	<b>638,525</b>	<b>8.8 %</b>
361.0100	Investment Earnings	3,698	2,000	25,000	16,000	700.0 %
	<b>TOTAL INTEREST REVENUE</b>	<b>3,698</b>	<b>2,000</b>	<b>25,000</b>	<b>16,000</b>	<b>700.0 %</b>
369.7401	Other Misc Rev/Ins Premium Reimb	316	-	466	-	- %
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>316</b>	<b>-</b>	<b>466</b>	<b>-</b>	<b>- %</b>
381.9432	Transfer In - Water/Sewer Fund	-	-	-	1,029,858	- %
	<b>Total Transfers-In</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,029,858</b>	<b>- %</b>
399.0000	Funding From Fund Balance - Outstanding Enc	-	63,400	-	-	(100.0)%
399.1000	Funding from Equity	-	18,974	-	-	(100.0)%
399.6000	Funding From Equity - Capital Proj	-	804,414	-	1,024,091	27.3 %
	<b>Total Non-Revenue Sources</b>	<b>-</b>	<b>886,788</b>	<b>-</b>	<b>1,024,091</b>	<b>15.5 %</b>
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>-</b>	<b>886,788</b>	<b>-</b>	<b>2,053,949</b>	<b>131.6 %</b>
	<b>TOTAL REUSE REVENUE</b>	<b>\$ 576,731</b>	<b>\$ 1,475,788</b>	<b>\$ 643,716</b>	<b>\$ 2,708,474</b>	<b>83.5 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**460-539 - REUSE**  
**Cost Center Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>460-539</b>						
<b>EXPENDITURES</b>						
512.0100	Regular Salaries	\$ 8,388	\$ 132,990	\$ 14,449	\$ 134,227	0.9 %
514.0100	Overtime - GE	-	1,000	-	1,000	- %
521.0100	FICA Taxes	532	10,251	1,104	10,346	0.9 %
522.2100	Retirement General Employee	1,461	11,617	1,744	12,616	8.6 %
523.0100	Health Insurance	3,111	38,527	3,538	35,998	(6.6)%
523.0300	Insurance & EAP	27	340	47	340	- %
524.0100	Workers' Compensation	1,135	14,309	14,309	10,438	(27.1)%
	<b>Total Personnel Expenses</b>	<b>14,654</b>	<b>209,034</b>	<b>35,191</b>	<b>204,965</b>	<b>(1.9)%</b>
531.1600	Contract Services	338	340	319	325	(4.4)%
540.5100	Travel and Per Diem	-	1,000	-	1,000	- %
541.1100	Communications	272	300	300	300	- %
545.1200	Insurance	4,632	5,011	5,011	6,916	38.0 %
546.3400	Repair & Maintenance	-	569	650	71,000	12,378.0 %
546.3600	Repair & Maintenance - Utility	7,932	16,445	14,000	30,000	82.4 %
546.4000	Vehicle Repair & Maintenance	28	5,384	150	6,000	11.4 %
549.9600	Bank Service Charges	475	450	450	500	11.1 %
552.1500	Fuel and Lubricants	26	250	200	500	100.0 %
552.2300	Operating Expenses	530	1,000	250	1,000	- %
552.3900	Safety Program Expense	19	875	150	2,000	128.6 %
552.4200	Small Tools/Equipment	1,088	2,389	500	2,500	4.6 %
552.5100	Uniform Purchases And Cleaning	(272)	3,300	-	3,500	6.1 %
554.0100	Non-Capitalized Equipment	-	1,200	-	-	(100.0)%
555.1300	Technical/Training	-	2,000	-	2,000	- %
595.0000	Doubtful Accts Exp	255	-	-	-	- %
559.0100	Depreciation Expense	185,701	-	185,701	-	- %
595.4500	OPEB Expense	58	-	-	-	- %
595.4600	Pension Expense - Enterprise Fnds	5,091	-	-	-	- %
	<b>Total Operating Expenses</b>	<b>206,173</b>	<b>40,513</b>	<b>207,681</b>	<b>127,541</b>	<b>214.8 %</b>
564.0100	Machinery & Equipment	2,776	-	-	3,000	- %
564.4900	Capital Leases	162	81,539	81,539	-	(100.0)%
	<b>Total Capital Purchases</b>	<b>2,938</b>	<b>81,539</b>	<b>81,539</b>	<b>3,000</b>	<b>(96.3)%</b>
571.0000	SRF Loan-Principal-Reuse Water	4,932	2,526	2,526	-	(100.0)%
571.0100	Princ - Lease	9,872	20,000	20,000	20,378	1.9 %
571.1900	Principal - Loan 2019	133,440	135,858	135,858	124,521	(8.3)%
571.0100-9762	Princ - Lease FPL	430	455	455	480	5.5 %
571.7000	Principal Payment - Asr Advance	55,250	56,909	56,909	-	(100.0)%
572.0000	SRF Loan-Interest-Reuse Water	129	20	40	-	(100.0)%
572.0100	Interest Expense - Lease	731	1,208	1,208	829	(31.4)%
572.1900	Interest Expense - Loan 2019	12,338	10,089	10,089	7,123	(29.4)%



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**460-539 - REUSE**  
**Cost Center Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>460-539</b>	<b>Description</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Projected Actual</b>	<b>Adopted Budget</b>	<b>of Budget</b>
572.0100-9762	Int Exp - Lease FPL	139	127	127	114	(10.2)%
572.7000	Interest Payment - Asr Advance	3,366	1,707	1,707	-	(100.0)%
572.9000	Deferred Refunding Expense	9,641	9,641	9,641	9,641	- %
	<b>Total Debt Service</b>	<b>230,268</b>	<b>238,540</b>	<b>238,560</b>	<b>163,086</b>	<b>(31.6)%</b>
591.0100	Transfer Out - Admin Services	66,248	82,070	82,070	85,791	4.5 %
	<b>Total Transfers-Out</b>	<b>66,248</b>	<b>82,070</b>	<b>82,070</b>	<b>85,791</b>	<b>4.5 %</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 520,281</b>	<b>\$ 651,696</b>	<b>\$ 645,041</b>	<b>\$ 584,383</b>	<b>(10.3)%</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Reuse - 539**

**Reuse Water Fund - 460**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
460-539-512.0100 Regular Salaries			
Regular Salaries	1	134,227	134,227
Totals for GL# 460-539-512.0100: Regular Salaries			134,227
460-539-514.0100 Overtime - GE			
Overtime	1	1,000	1,000
Totals for GL# 460-539-514.0100: Overtime - GE			1,000
460-539-521.0100 FICA Taxes			
FICA Taxes	1	10,346	10,346
Totals for GL# 460-539-521.0100: FICA Taxes			10,346
460-539-522.2100 Retirement General Employee			
General Employee Pension	1	12,616	12,616
Totals for GL# 460-539-522.2100: Retirement General Employee			12,616
460-539-523.0100 Health Insurance			
Health Insurance	1	35,998	35,998
Totals for GL# 460-539-523.0100: Health Insurance			35,998
460-539-523.0300 Life Insurance			
Life Insurance	1	340	340
Totals for GL# 460-539-523.0300: Life Insurance			340
460-539-524.0100 Workers' Compensation			
Workers' Compensation	1	10,438	10,438
Totals for GL# 460-539-524.0100: Workers' Compensation			10,438
460-539-531.1600 Contract Services			
GPS Device - 18027	1	325	325
Totals for GL# 460-539-531.1600: Contract Services			325
460-539-540.5100 Travel and Per Diem			
Travel And Per Diem	1	1,000	1,000
Totals for GL# 460-539-540.5100: Travel and Per Diem			1,000
460-539-541.1100 Communications			
Cell Service - Supervisor	1	300	300
Totals for GL# 460-539-541.1100: Communications			300
460-539-545.1200 Insurance			
Gen Liab, Auto, Property Insurance	4	1,729	6,916
Totals for GL# 460-539-545.1200: Insurance			6,916
460-539-546.3400 Repair & Maintenance			
Trojan UV Bulbs	1	56,000	56,000
UV Light Sleeve	1	15,000	15,000



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**Reuse - 539**

**Reuse Water Fund - 460**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
Totals for GL# 460-539-546.3400: Repair & Maintenance			71,000
460-539-546.3600 Repair & Maintenance - Utility			
Warehouse Issues and Line Repair	1	30,000	30,000
Totals for GL# 460-539-546.3600: Repair & Maintenance - Utility			30,000
460-539-546.4000 Vehicle Repair & Maintenance			
Vehicle Repair & Maintenance	1	6,000	6,000
Totals for GL# 460-539-546.4000: Vehicle Repair & Maintenance			6,000
460-539-549.9600 Bank Service Charges			
Bank Charges	1	500	500
Totals for GL# 460-539-549.9600: Bank Service Charges			500
460-539-552.1500 Fuel and Lubricants			
Fuel And Lubricants	1	500	500
Totals for GL# 460-539-552.1500: Fuel and Lubricants			500
460-539-552.2300 Operating Expenses			
Misc Warehouse Items	1	1,000	1,000
Totals for GL# 460-539-552.2300: Operating Expenses			1,000
460-539-552.3900 Safety Program Expense			
Safety Footwear Program	1	1,500	1,500
Safety Vest	1	500	500
Totals for GL# 460-539-552.3900: Safety Program Expense			2,000
460-539-552.4200 Small Tools/Equipment			
Specialty Tools For New Crew	1	2,500	2,500
Totals for GL# 460-539-552.4200: Small Tools/Equipment			2,500
460-539-552.5100 Uniform Purchases and Cleaning			
Employee Uniforms	1	3,500	3,500
Totals for GL# 460-539-552.5100: Uniform Purchases and Cleaning			3,500
460-539-555.1300 Technical/Training			
Reclaim Cert. Classes	1	2,000	2,000
Totals for GL# 460-539-555.1300: Technical/Training			2,000
460-539-564.0100 Machinery & Equipment			
Honda Generator	1	3,000	3,000
Totals for GL# 460-539-564.0100: Machinery & Equipment			3,000
460-539-571.0100 Princ - Lease			
P# 7-10 PW Generator (Shared), F-550	1	20,378	20,378
Totals for GL# 460-539-571.0100: Princ - Lease			20,378



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Reuse - 539**

**Reuse Water Fund - 460**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Budget</u>
460-539-571.0100-9762 Princ - Lease FPL FPL (4 Out Of 12 Pymts)	1	480	480
Totals for GL# 460-539-571.0100-9762: Princ - Lease FPL			480
460-539-571.1900 Princ-Keybank Loan 2019 Keybank Principal (10-11 Out Of 18 Pymts)	1	124,521	124,521
Totals for GL# 460-539-571.1900: Princ-Keybank Loan 2019			124,521
460-539-572.0100 Int Exp - Lease P# 7-10 PW Generator (Shared), F-550	1	829	829
Totals for GL# 460-539-572.0100: Int Exp - Lease			829
460-539-572.0100-9762 Int Exp - Lease FPL FPL (4 Out Of 12 Pymts)	1	114	114
Totals for GL# 460-539-572.0100-9762: Int Exp - Lease FPL			114
460-539-572.1900 Int Exp-Keybank Loan 2019 Keybank Interest (10-11 Out Of 18 Pymts)	1	7,123	7,123
Totals for GL# 460-539-572.1900: Int Exp-Keybank Loan 2019			7,123
460-539-572.9000 Deferred Refunding Exp Loss On Refunding - (5 Of 9)	1	9,641	9,641
Totals for GL# 460-539-572.9000: Deferred Refunding Exp			9,641
460-539-591.0100 Transfer To General Fund - Allocations Allocations To General Fund	1	85,791	85,791
Totals for GL# 460-539-591.0100: Transfer To General Fund - Allocations			85,791
<b>Totals for Dept 539-Reuse</b>			<b>\$ 584,383</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**460 - REUSE FUND**  
**Capital Projects Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget	
<b>EXPENDITURES</b>						-	%
662.0000-2135	PW Electrical Upgrade	-	8,000	8,000	8,000	-	%
662.0000-2238	PW Admin Building	-	2,500	2,500	2,500	-	%
662.0000-4215	PW Storage Building	-	24,000	24,000	24,000	-	%
<b>Total Capital Projects - Building</b>		-	<b>34,500</b>	<b>34,500</b>	<b>34,500</b>	-	%
663.0000-2060	PARS Expansion - FY20	-	32,438	32,438	32,438	-	%
663.0000-2160	Pars Expansion - FY21	38,689	-	-	-	-	%
663.0000-2264	WWTP UV System	-	500,000	500,000	1,800,000	260.0	%
663.0000-9039	Ward 1 Phase 3	-	257,153	257,153	257,153	-	%
<b>Total Capital Projects - Improvements</b>		<b>38,689</b>	<b>789,591</b>	<b>789,591</b>	<b>2,089,591</b>	<b>260.0</b>	<b>%</b>
<b>TOTAL EXPENDITURES</b>		<b>38,689</b>	<b>824,091</b>	<b>824,091</b>	<b>2,124,091</b>	<b>260.0</b>	<b>%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>\$ 558,970</b>	<b>\$ 1,475,787</b>	<b>\$ 1,469,132</b>	<b>\$ 2,708,474</b>	<b>83.5</b>	<b>%</b>





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### Capital Purchases

The City's capital budget incorporates multiple methods by which the City purchases capital assets. It includes capital assets purchased from the City's operating funds including the Community Redevelopment Agency (CRA), the five-year Capital Improvement Program (CIP), and the fifteen-year Half-Cent Sales Tax Infrastructure fund. The City's Capitalization Policy allows for the capitalization thresholds of assets including land, buildings, infrastructure, equipment, vehicles, and intangible assets. These thresholds begin at a minimum of \$2,000 for equipment and vehicles, and \$20,000 for buildings, infrastructure, and software. There is no capitalization threshold for land. All capital purchases are one-time purchases and are non-recurring. Only the debt service is recurring for capital purchases that are financed.

#### Budget Adoption

The operating capital, CIP, and Half-Cent capital outlay are important elements in the preparation of the fiscal year 2024 budget and have been adopted via resolution through separate actions. The capital outlay budget from operating funds was approved with the final budget on September 25<sup>th</sup>. The 5-Year Capital Improvement Plan was approved on October 9<sup>th</sup> after having previously appeared at multiple Commission workshops. The Half-Cent project list was modified slightly to account for a modified project location and funding for FY2024 projects was adopted via resolution on October 9<sup>th</sup>.

#### Challenges for the Funding of Capital Purchases

The City reviews the condition of its operating equipment on an ongoing basis and depending on the ability to maintain the level of services that citizens have come to request will determine the proper timing for replacements and additions. When developing the annual budget staff will determine the feasibility of such purchases and the optimal manner in which to finance the purchase.

#### Funding Options

The initial option for funding operating capital purchases/projects, and most desired, is the use of current revenues. This year \$3,581,630 in capital purchases is budgeted utilizing current revenues. The CRA accounted for the majority with significant funding with \$2,234,178 for Park and Facility Improvements. Half Cent Project funding accounted for \$964,905 of this total with CIP projects receiving funding of \$233,047. The remaining current revenue surplus of \$149,500 funded the acquisition of a variety of IT equipment. General, Solid Waste, Water/Sewer, and CRA funds all contributed current revenues.

The Fund Balance Policy allows for the funding of one-time purchases from funds meeting the requirements in the policy and City Commission approval. In recent years, the City has funded a small portion of the operating capital purchases from fund balance in funds that meet the three-month minimum and in FY2024 \$220,900 is utilized. The use of fund balance was previously expanded to non-capital, one-time expense items. In the fiscal year 2024 budget, fund balance will fund a total of \$138,500 including contingency accounts, hurricane emergency supplies, and the demolition of the Police Department building.

Fund Balance continues to provide the majority of funding for the City's CIP. A combination of previously allocated funds carried forward from prior year projects, impact fees, and new funding accounts for \$15,570,945 of the CIP. A further \$288,209 of fund balance from the Half Cent Infrastructure Fund funds a radio antenna for the new Palmetto Police building and contributes to paving projects. Please note, funding for prior year encumbrances carried forward



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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to the new fiscal year also utilizes fund balance. A separate resolution is adopted by Commission in the first quarter of the new year to account for these expenditures. The resolution for FY2024 includes \$3,833,993 of encumbrances, a significant portion related to the construction of a new Police Building, purchase of a generator for the WWTP, and completion of the 7<sup>th</sup> Street Extension project .

The City's Debt Policy allows for the use of financing for the funding of projects and equipment purchases meeting specific guidelines. Each year a capital lease is considered for equipment and vehicles and is usually financed over a four-year period. Once the budget is adopted, a reimbursement resolution is submitted to Commission which allows for the immediate purchase of leased items. Traditionally, bids for lease terms are solicited during the second quarter of the fiscal year with the lowest interest rate being awarded the contract.

The City is in the process of finalizing a State Revolving Fund loan for the construction of the Equalization Basin and should receive the final reimbursement in FY2024. Debt service payments are budgeted from operating revenues for previous loans related to the City's CIP and Half Cent Infrastructure projects.

Grant funding, when available, are always an option and are constantly sought after. In FY2019, the City received the Community Development Block Grant (CDBG) for \$1.5M which was later increased to \$3.2 million. The CDBG funds minimum public infrastructure; water and sewer mains, flood and drainage culverts and street improvements. This is necessary for the developer to construct and open a new 204,150 square foot Sheraton Hotel. The CRA has been awarded a \$700,000 Southwest Florida Water Management District (SWFWMD) grant. This grant will assist in funding the design and construction of Connor Park, whose water feature will be used for stormwater mitigation with a trail for recreational purposes. It is anticipated that both grants will be closed out in FY2024.

### • **Operating Capital Budget**

The City's operating capital budget primarily consists of machinery and equipment although the CRA does budget building upgrades within their operating budget. The police department utilizes a fleet replacement program that historically results in the purchase of 4 new vehicles annually. As older vehicles are retired, a common practice is to auction them with the proceeds returned to the fund to finance future purchases. Public Works and City Hall utilize a more informal vehicle replacement program with the status of vehicles reconciled against the needs of each department on an annual basis.

The capital budgeting process for operating funds is as follows:

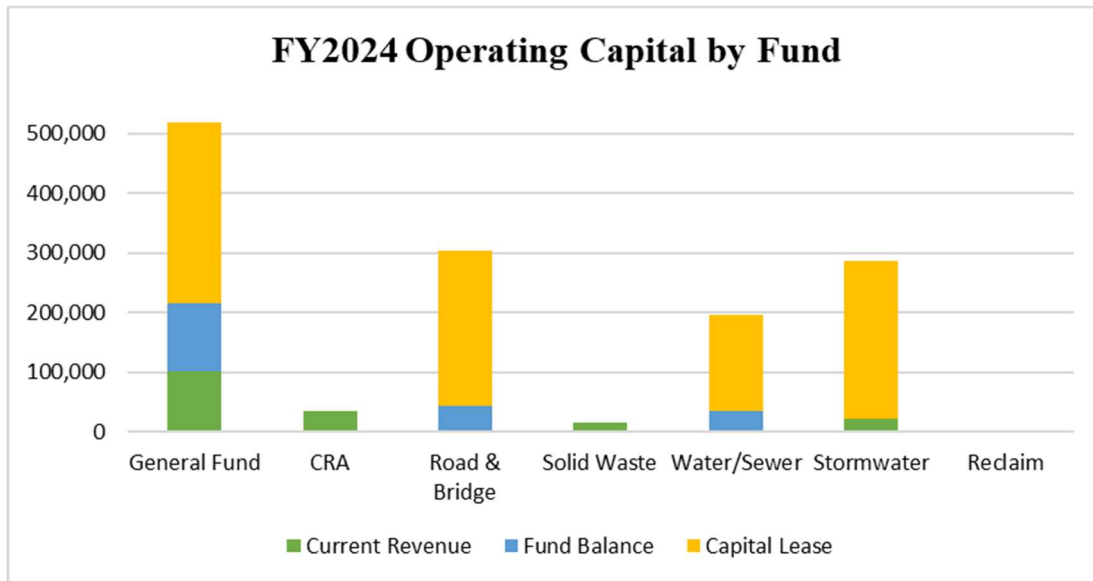
- Each capital outlay request is submitted with the cost center's budget for capital equipment, improvements to buildings, and/or land.
- These capital items are considered during the budget process first by department heads.
- Upon initial submission, Finance Department reviews each request and verifies proper classification. Those items that fall below the capitalization threshold are reclassified to the appropriate account. For those purchases with a unit cost between \$500 and \$2,000, items are considered non-capitalized equipment and tracked separately as sundry items within the fixed asset system.
- The items are evaluated for financing by a capital lease which is usually four-year financing. A minimum of \$50,000 in total capital items would be necessary to obtain a capital lease.
- Items are submitted with the operating budget for approval by City Commission.



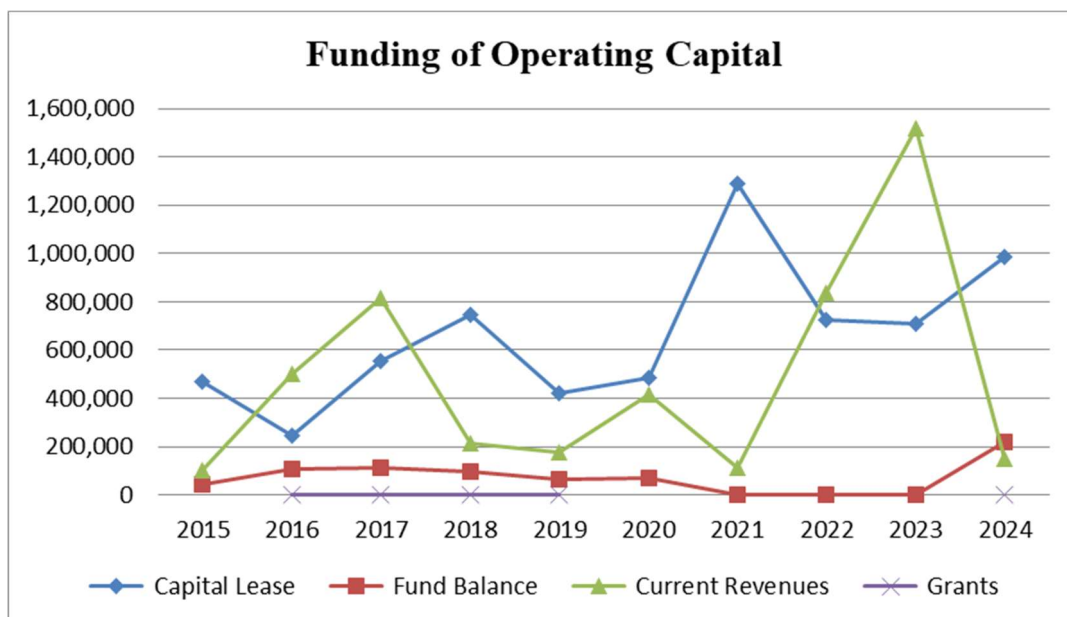
## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

The capital purchases from operating accounts are funded in different ways. Current revenues fund \$149,500, fund balance funds \$220,900 and the planned capital lease for \$988,000 is to be financed for a four-year term and adds an estimated \$139,832 in debt service to the budget. No impact fees were used to fund any of these items, however they have been utilized in prior years when appropriate.

The following chart illustrates current year operating capital by fund and by source:



The following chart illustrates funding the City has used since fiscal year 2015:





# CITY OF PALMETTO, FLORIDA

## 2023-2024 BUDGET

The fiscal year 2024 budget includes the following capital items from the operating budget as follows:

Fund/Cost Center	Item Description	Total Budget	Funding		
			Current Revenues	Fund Balance	Capital Lease
General Fund/IT	Laserfische Upgrade	4,000	4,000	-	
General Fund/IT	Sans (CH)	45,500	45,500	-	
General Fund/IT	Sans (PD)	65,500	-	65,500	
General Fund/IT	Switch (Sutton Park)	6,000	-	6,000	
General Fund/IT	9 - Laptops	24,300	24,300	-	
General Fund/IT	2 - Exacq Network Video Recorder	20,000	-	20,000	
General Fund/IT	Server	11,000	-	11,000	
General Fund/PD	Gym Equipment	5,000	-	5,000	
General Fund/PD	4 - Patrol SUV	272,000	-	-	272,000
General Fund/PD	4 - Mobile Radio	26,000	-	-	26,000
General Fund/PD	4 - Docking Station	4,000	-	-	4,000
General Fund/Parks	Bush Hog	10,000	-	10,000	
General Fund/Facilities	A/C Unit - Carnegie Library	10,000	-	10,000	
General Fund/Facilities	A/C Units Replacements	10,000	-	10,000	
General Fund/Facilities	Mini-Split - PW	5,400	-	5,400	
<b>Total General Fund Capital Purchases</b>		<b>518,700</b>	<b>73,800</b>	<b>142,900</b>	<b>302,000</b>
CRA/CRA	Lincoln Park Sign	30,000	30,000	-	-
CRA/CRA	Electronics	5,000	5,000	-	-
<b>Total CRA Fund Capital Purchases</b>		<b>35,000</b>	<b>35,000</b>	<b>-</b>	<b>-</b>
Road & Bridge/Road & Bridge	2 - Light Plants	6,000	-	6,000	-
Road & Bridge/Road & Bridge	Ground Penetrating Radar	22,000	-	22,000	-
Road & Bridge/Road & Bridge	John Deere Mower	15,000	-	15,000	-
Road & Bridge/Road & Bridge	2023 Dump Truck	260,000	-	-	260,000
<b>Total Road &amp; Bridge Fund Capital Purchases</b>		<b>303,000</b>	<b>-</b>	<b>43,000</b>	<b>260,000</b>
Solid Waste/Solid Waste	2 - Rolloff (10yd)	7,200	7,200	-	-
Solid Waste/Solid Waste	2 - Rolloff (20yd)	9,000	9,000	-	-
<b>Total Solid Waste Fund Capital Purchases</b>		<b>16,200</b>	<b>16,200</b>	<b>-</b>	<b>-</b>
Water & Sewer/Customer Service	2024 F150 (or comparable)	41,000	-	-	41,000
Water & Sewer/Customer Service	Dewalt Crimping Tool	6,000	-	6,000	-
Water & Sewer/Water	Hydraulic Lift Unit	15,000	-	15,000	-
Water & Sewer/Sewer	Well Point Equipment/Hoses	2,000	-	2,000	-
Water & Sewer/Sewer	Push Camera	12,000	-	12,000	-
Water & Sewer/WWTP	Bobcat Telehandler	120,000	-	-	120,000
<b>Total Water &amp; Sewer Fund Capital Purchases</b>		<b>196,000</b>	<b>-</b>	<b>35,000</b>	<b>161,000</b>
Stormwater/ Stormwater	Pipe Laser	4,700	4,700	-	-
Stormwater/ Stormwater	Survey Instrument	8,000	8,000	-	-
Stormwater/ Stormwater	Pipe Plug Inflatable	8,800	8,800	-	-
Stormwater/ Stormwater	Long Arm Mower	265,000	-	-	265,000
<b>Total Stormwater Fund Capital Purchases</b>		<b>286,500</b>	<b>21,500</b>	<b>-</b>	<b>265,000</b>
Reuse/Reuse	Generator	3,000	3,000	-	-
<b>Total Reuse Fund Capital Purchases</b>		<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>-</b>
<b>Total Capital Purchases from Operating Funds</b>		<b>1,358,400</b>	<b>149,500</b>	<b>220,900</b>	<b>988,000</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### Capital Projects from CRA

The City of Palmetto Community Redevelopment Agency was established in November 1985 to alleviate slum and blight within its area. This area has been increased via ordinance multiple times in the subsequent years through a finding of necessity. In accordance with the "Community Redevelopment Act of 1969" F.S. 163 Part III (the Act) the CRA has adopted a Community Redevelopment Plan (the Plan) which must be evaluated and amended on a regular basis to evolve so as to accurately reflect changing conditions and community objectives. The most recent update to the plan occurred in March 2022 and all activities undertaken by the CRA are authorized by the Act and are in accordance with the Plan.

The Capital Projects discussed on the following pages compliment the CRA's operating budget to address the following programs and projects to foster community redevelopment:

- Accountability
- Commerce
- Housing
- Infrastructure
- Property Maintenance
- Public Safety
- Image

The capital budget process for the CRA is as follows:

- o Projects are determined by the CRA Director and CRA Advisory Board for their compliance to the CRA Plan.
- o Finance staff works with CRA staff to ensure all available increment in the Trust Fund is allocated to projects.
- o Preliminary plans are put together with operating budget for submission to the Advisory Board.
- o Upon approval from Advisory Board, budget submitted to CRA Board for Adoption.
- o CRA budget incorporated into City-wide budget and approved by City Commission.

The project expenses and the 2024 project budgets include:

<b>Project Name</b>	<b>FY2021 Actual</b>	<b>FY2022 Actual</b>	<b>FY2023 Projected</b>	<b>FY2024 Budget</b>
Women's Club Renovation	-	117,383	114,096	2,785,000
Land Purchases	361,761	1,622	-	612,743
Infrastructure	-	-	-	500,000
Lamb/Sutton Park	-	-	-	480,000
VFW Improvements	-	-	-	440,000
MLK Park Improvements	35,166	2,975	-	300,000
Oyster Restoration	-	800	400,000	225,000
Riverside - Floating Dock	-	-	-	200,000
Haben Blvd Improvements	-	-	-	195,000
Riverside - Pavilion	-	-	-	160,000
Connor Park	240,012	1,542,675	2,440,713	-
P3 Parking	-	-	832,692	-
Property Improvements	705	-	200,000	-
Seahorse Statue	3,430	-	-	-
Total CRA Project Budget	<u>\$ 641,074</u>	<u>\$ 1,665,455</u>	<u>\$ 3,987,501</u>	<u>\$ 5,897,743</u>



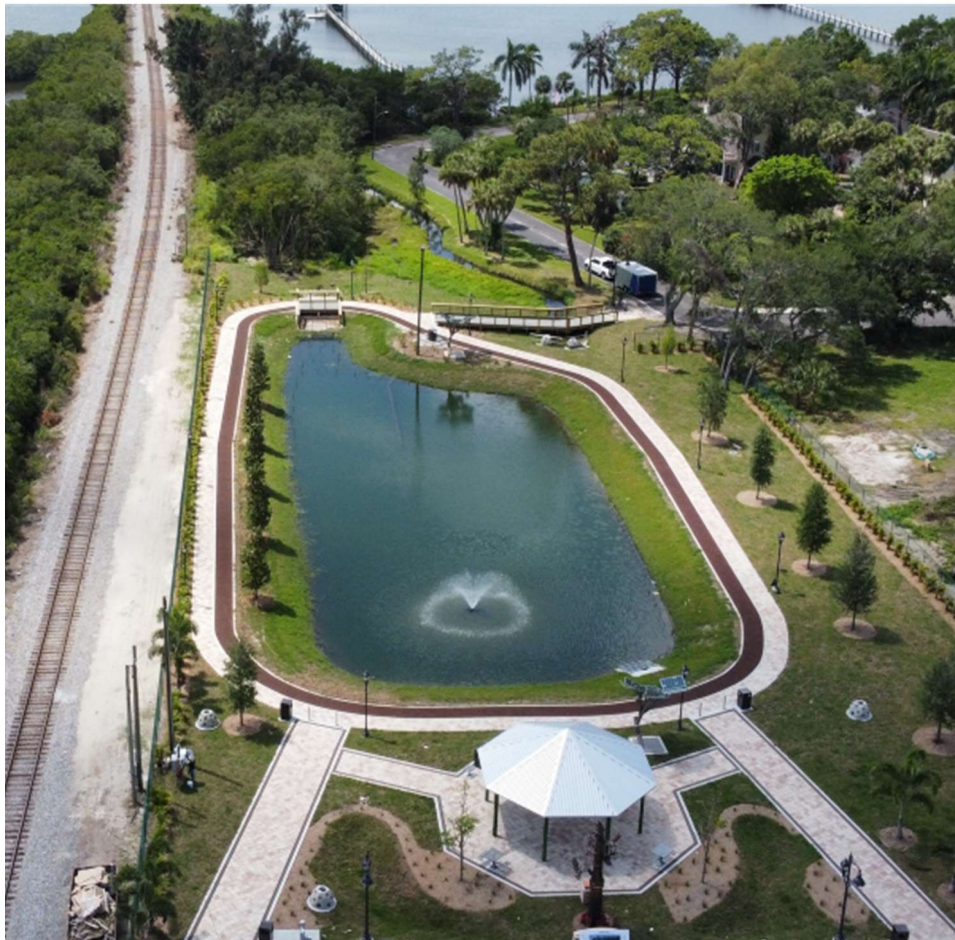


## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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The capital projects funded by the CRA are included in both the CRA fund and the Joint Capital Projects fund. The CRA fund includes projects that have been in the planning stages and are now ready for construction such as:

- Connor Park – The City owned land known as the Edenfield property has historically been impacted by contaminated fill obtained from the City of Palmetto and has served as a drainage route for untreated stormwater run-off.



The CRA has partnered with Tampa Estuary, FDEP, and SWFWMD to obtain cooperative funding for the construction of stormwater improvements to improve the water quality of stormwater discharging into the Manatee River. This project is currently undergoing construction with the intent of converting it into the newest city park with other parks projects, upon completion it is intended for this park to be incorporated into the Linear Park Trail.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET



### Palmetto Bay Oyster Renovation:

With the completion of the Connor Park project, water flowing into the Manatee River at the Palmetto Bay location will effectively be pre-cleaned. This project will feature the installation of reef clusters which will provide shelter, seagrasses, and will provide an Oyster habitat. This will allow for enhanced treatment of water, assist with the City's Flood Management Plan by lessening the impact of waves prior to reaching the shore, and will facilitate the return of a bird population to the bay.

### Palmetto Women's Club Preservation:

The Women's Club was built in 1930 and in 1986 was submitted for placement on the National Register of Historic Places as a notable example of Mediterranean Revival architecture. The Club served as a central meeting hall for the area and has featured wedding receptions, high school banquets, and proms over its history. The CRA purchased this building located in the City's Lamb Park with the intent of preserving its historical nature while renovating it to better serve the community.





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

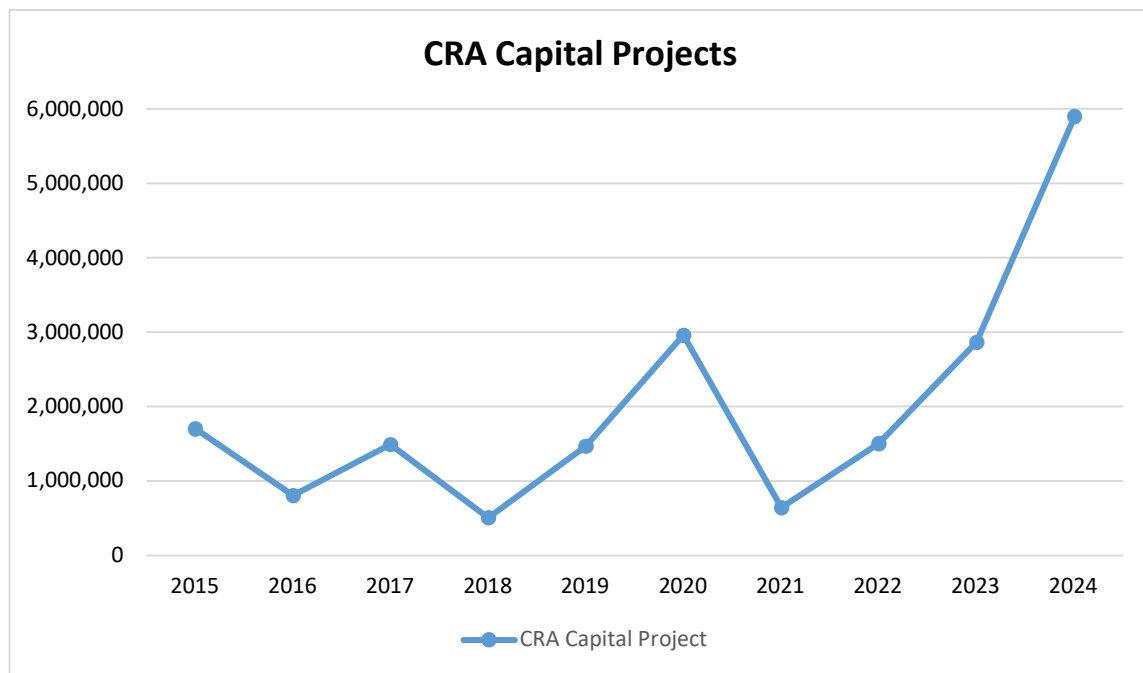


### Martin Luther King Park:

The park offers CRA residents a passive park setting without the necessity of crossing a major thoroughfare. MLK Park is planned as the northern hub of the Linear Park Trail that heads south to the Manatee River. While the park itself was established in prior fiscal years, improvements including restroom facilities have been added and playground equipment is budgeted in fiscal year 2024.

- Other Projects – The CRA will continue to make improvements to VFW Building, Riverside Area, and Lamb/Sutton Park. Funds have been identified to assist in the improvement on infrastructure in the district. The CRA continues to commit funding toward the acquisition of new land whenever an opportunity to acquire parcels that assist in fulfilling the CRA’s mission are made available.

The following graph illustrates the actual expenditures related to CRA Capital Projects in the past 9 years with budgeted FY2024 included:







**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**390 - JOINT CAPITAL PROJECTS FUND**

**Fund Summary**

Account	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 476,532	\$ 87,508	\$ 87,508	\$ 60,133	(31.3)%
<b>Revenues</b>					
Intergovernmental	49,775	-	-	-	- %
Transfers In	27,650	-	-	-	- %
Non-Revenue/Fund Balance	-	27,374	-	-	- %
<b>Total Revenues</b>	<b>77,425</b>	<b>27,374</b>	<b>-</b>	<b>-</b>	<b>(100.0)%</b>
<b>Expenses</b>					
Capital Outlay - Other	175,892	27,374	27,375	-	- %
Transfer Out	290,557	-	-	-	- %
<b>Total Expenditures</b>	<b>466,449</b>	<b>27,374</b>	<b>27,375</b>	<b>-</b>	<b>(100.0)%</b>
Excess Revenue Over (Under)	(389,024)	-	(27,375)	-	- %
<b>Fund Balance, End of Year</b>	<b>\$ 87,508</b>	<b>\$ 87,508</b>	<b>\$ 60,133</b>	<b>\$ 60,133</b>	<b>(31.3)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**390-000 - CRA CAPITAL REVENUE**

**Fund Revenue Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>REVENUES</b>						
337.7000-1902	SWFWMD Riverside Water Reimbursement	\$ 49,775	\$ -	\$ -	\$ -	- %
	<b>TOTAL INTERGOVERNMENTAL/ GRANT REVENUE</b>	<b>49,775</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- %</b>
<b>OTHER FINANCING SOURCES</b>						
381.8001-1101	Transfer In - MLK Park GF	27,650	-	-	-	- %
	<b>Total Transfers-In</b>	<b>27,650</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- %</b>
399.0000	Funding From Fund Balance - Outstanding Enc	-	27,374	-	-	(100.0)%
	<b>Total Non-Revenue Sources</b>	<b>-</b>	<b>27,374</b>	<b>-</b>	<b>-</b>	<b>(100.0)%</b>
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>27,650</b>	<b>27,374</b>	<b>-</b>	<b>-</b>	<b>(100.0)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 77,425</b>	<b>\$ 27,374</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(100.0)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**390-859 - CRA CAPITAL JOINT PROJECTS**  
**Cost Center Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>390-859</b>						
<b>EXPENDITURES</b>						
862.0000-1101	MLK Park Restrooms	\$ 172,917	\$ 27,374	\$ 27,375	\$ -	(100.0)%
863.0000-1101	MLK Park	2,975	-	-	-	- %
<b>Total Capital Purchases</b>		<b>175,892</b>	<b>27,374</b>	<b>27,375</b>	<b>-</b>	<b>(100.0)%</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 175,892</b>	<b>\$ 27,374</b>	<b>\$ 27,375</b>	<b>\$ -</b>	<b>(100.0)%</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

### • Capital Projects from Half-Cent Sales Tax Infrastructure Fund

A referendum was held during the general election in Manatee County on November 8, 2016 to vote for the implementation of a Half Cent Sales Surtax For Public Infrastructure. Upon approval, the City of Palmetto adopted Resolution 2018-03 to provide a list of projects upon which the funding may be utilized in conformity with the referendum. The initial estimate of revenue equated to on average \$1 million per year resulting in slightly more than \$15 million over the term of the referendum. This list has been reviewed and amended in the following years via resolution.

The capital budget process for the Half-Cent Sales Tax Infrastructure fund is as follows:

- Each year the list is reevaluated, and projects may be added or removed from the list through staff recommendation and Commission approval. State revenue forecasts and fund balance projections are utilized to determine if the projected revenues remain in line to support each of the projects.
- Debt service related to the construction of the New Police Department Building is budgeted according to the amortization schedule.
- Staff attempts to identify projects to be completed in the current fiscal year and requests Commission to adopt budget to fund. Any modification to the funding is addressed in subsequent budget resolutions.

The current summarized list of projects includes:

<b>Project Name</b>	<b>Current Project List</b>	<b>Actual Thru FY23</b>	<b>Remaining Funding</b>
<b>Transportation</b>			
Sidewalks	1,628,622	66,325	1,562,297
Intersection Improvements	346,000	-	346,000
Major Road Improvements	1,517,724	613,253	904,471
<b>Total Transportation Projects</b>	<b>3,492,346</b>	<b>679,578</b>	<b>2,812,768</b>
<b>Public Safety &amp; Law Enforcement</b>			
Law Enforcement Facilities & Equipment	50,000	36,565	13,435
Criminal Justice & Public Safety Facility Improvement	9,189,668	9,189,668	-
911 and Public Safety Technology Upgrades	223,670	178,290	45,380
<b>Total Public Safety &amp; Law Enforcement Projects</b>	<b>9,463,338</b>	<b>9,404,523</b>	<b>58,815</b>
<b>Parks &amp; Community Facilities</b>			
City Parks	876,113	198,871	677,242
Recreational Buildings and Playgrounds	897,775	336,922	560,853
Government Buildings and Community Facilities	650,000	143,309	506,691
<b>Total Parks &amp; Community Facility Projects</b>	<b>2,423,888</b>	<b>679,102</b>	<b>1,744,786</b>
<b>Total Half Cent Infrastructure Projects</b>	<b>15,379,572</b>	<b>10,763,203</b>	<b>4,616,369</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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Projects approved for completion in Fiscal Year 2024 include:

- **New Police Department Building** – The City’s current police station was built in 1967 and in a recent examination of the facility it was determined that the building is not weather hardened to contemporary standards, does not meet current security standards, cannot accommodate current technology, and has limited property for future expansion. As such, the City purchased a plot of land with the intention of designing and constructing a new building to a level of quality and timeliness that reflects the long-term use of a City owned facility. Construction began in 2022 with an expected completion date of winter 2024 contingent upon supply chain issues.



- **Street Paving** – Staff continues to address the condition of City roads with a combination of general repair and maintenance through the Road & Bridge fund’s operating account, Street Paving CIP projects, and Half Cent Projects. In FY2024 an additional \$400,000 of Half Cent funds will be utilized to pave 4 streets from the project list & staff will continuously reevaluate the paving needs of the City to determine which roads should be prioritized using the most appropriate funding mechanism.



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**003 - INFRASTRUCTURE**

**Fund Summary**

Account	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget	
Beginning Fund Balances	\$ 3,206,941	\$ 4,812,221	\$ 4,812,221	\$ 417,897	(91.3)%	
<b>Revenues</b>						
Infrastructure Sales Tax	1,418,443	945,396	1,354,165	1,512,472	-	%
Interest Revenue	12,514	3,224	50,000	-	-	%
Debt/Lease Proceeds	5,636,000	-	-	-	-	%
Non-Revenue/Fund Balance	-	4,552,838	-	288,209	-	%
<b>Total Revenues</b>	<b>7,066,957</b>	<b>5,501,458</b>	<b>1,404,165</b>	<b>1,800,681</b>	<b>(67.3)%</b>	
<b>Expenses</b>						
Public Safety	4,503,227	4,273,172	4,570,202	50,000	-	%
Transportation	105,613	400,106	400,106	611,106	-	%
Parks and Recreation	328,463	279,666	279,667	592,008	-	%
Debt Service	524,374	548,514	548,514	547,567	-	%
<b>Total Expenditures</b>	<b>5,461,677</b>	<b>5,501,458</b>	<b>5,798,489</b>	<b>1,800,681</b>	<b>(67.3)%</b>	
Excess Revenue Over (Under)	1,605,280	-	(4,394,324)	-	-	%
<b>Fund Balance, End of Year</b>	<b>\$ 4,812,221</b>	<b>\$ 4,812,221</b>	<b>\$ 417,897</b>	<b>\$ 417,897</b>	<b>(91.3)%</b>	

\*\*Budget will be adopted for each project individually through the budget year. This fund is combined with the General Fund in the All Funds Summary



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**003-421 - PUBLIC SAFETY**  
**Capital Projects Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>003-421</b>	<b>Description</b>	<b>Actual</b>	<b>Revised</b>	<b>Projected</b>	<b>Adopted</b>	<b>of Budget</b>
	<b>EXPENDITURES</b>					
462.0000-4101	Police Dept Construction	\$ 4,503,227	\$ 3,766,750	\$ 4,051,345	\$ -	(100.0)%
		-	50,000	50,000	50,000	- %
	<b>Total Capital Purchases</b>	<b>4,503,227</b>	<b>3,816,750</b>	<b>4,101,345</b>	<b>50,000</b>	<b>(100.0)%</b>
471.1222	Princ - 2022 Loan	473,000	489,000	489,000	494,000	1.0 %
472.1222	Interest - 2022 Loan	51,374	59,514	59,514	53,567	(10.0)%
	<b>Total Debt Service</b>	<b>524,374</b>	<b>548,514</b>	<b>548,514</b>	<b>547,567</b>	<b>(9.0)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 5,027,601</b>	<b>\$ 4,365,264</b>	<b>\$ 4,649,859</b>	<b>\$ 597,567</b>	<b>(109.0)%</b>





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**003-441 - TRANSPORTATION**  
**Capital Projects Summary**

<b>Account</b>	<b>Description</b>	<b>2022 Actual</b>	<b>2023 Revised Budget</b>	<b>2023 Projected Actual</b>	<b>2024 Adopted Budget</b>	<b>% Change of Budget</b>
<b>003-441</b>						
<b>EXPENDITURES</b>						
463.0000-4001	Paving/Resurfacing	\$ 105,613	\$ 400,106	\$ 400,106	\$ 400,106	- %
463.0000-4002	City Sidewalks	-	-	-	200,000	- %
463.0000-4003	7th Street Intersection	-	-	-	11,000	- %
<b>Total Capital Purchases</b>		<b>105,613</b>	<b>400,106</b>	<b>400,106</b>	<b>611,106</b>	<b>- %</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 105,613</b>	<b>\$ 400,106</b>	<b>\$ 400,106</b>	<b>\$ 611,106</b>	<b>- %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**003-472 - PARKS AND RECREATION**  
**Capital Projects Summary**

<b>Account</b>		<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>% Change</b>
<b>003-472</b>	<b>Description</b>	<b>Actual</b>	<b>Revised</b>	<b>Projected</b>	<b>Adopted</b>	<b>of Budget</b>
	<b>EXPENDITURES</b>					
462.0000-4214	MLK Park Building Project	\$ 179,158	\$ 27,396	\$ 27,397	\$ 17,008	(37.9)%
462.0000-4215	PW Storage Building	-	250,000	250,000	250,000	- %
463.0000-4217	14th Ave Park	-	-	-	325,000	- %
464.0100-4216	Sutton Park Playground	149,305	2,270	2,270	-	(100.0)%
	<b>Total Capital Projects</b>	<b>328,463</b>	<b>279,666</b>	<b>279,667</b>	<b>592,008</b>	<b>(137.9)%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 328,463</b>	<b>\$ 279,666</b>	<b>\$ 279,667</b>	<b>\$ 592,008</b>	<b>(137.9)%</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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- **Capital Improvement Program: 2024-2028**

The City of Palmetto's Capital Improvement Program (CIP) is a comprehensive five-year plan for enhancing and maintaining public infrastructure. This multiyear plan covering a five-year period assists the City budget for and schedule necessary capital improvement projects. The CIP is a separate budgeting process approved outside of the annual operating budget that includes projects such as the purchase, construction and/or improvement of land, buildings, streets, and utility infrastructure, machinery, and equipment.

Staff continuously evaluates the prospects of new projects for inclusion in the CIP throughout the year and works to formulate a preliminary list of projects by June of each year. Each project is evaluated based on the priorities communicated by City Commission to successfully achieve the City's goals and objectives. Attention is paid to the geographic locations of each of the proposed projects to ensure each of the 3 Wards of the City is represented based upon their individual needs. This process is performed concurrently with the operating budget as projects may be better suited for inclusion in one rather than the other.

Examples of projects which are considered capital improvements include:

- Road and sidewalk improvements
- Public facility upgrades
- Stormwater projects inclusive of dredging City canals
- Water/Sewer projects to enhance the quality of the resident's water supply and the effectiveness of the sewer system
- Reuse system expansion
- Comprehensive Utility Upgrades encompassing many of the other project types

### Capital Improvement Program Schedule

- October 31, 2022 – June 30, 2023: Staff formulates preliminary project listing
- July 21, 2023 – Fund balance projections utilized to prepare 1<sup>st</sup> draft of CIP based on department feedback.
- August 11, 2023 – Revised CIP delivered to Public Works Director, City Clerk
- August 31, 2023 – Final Staff Version of CIP established
- September 11, 2023 – CIP presented to City Commission at Workshop
- October 9, 2023 – CIP adopted by City Commission

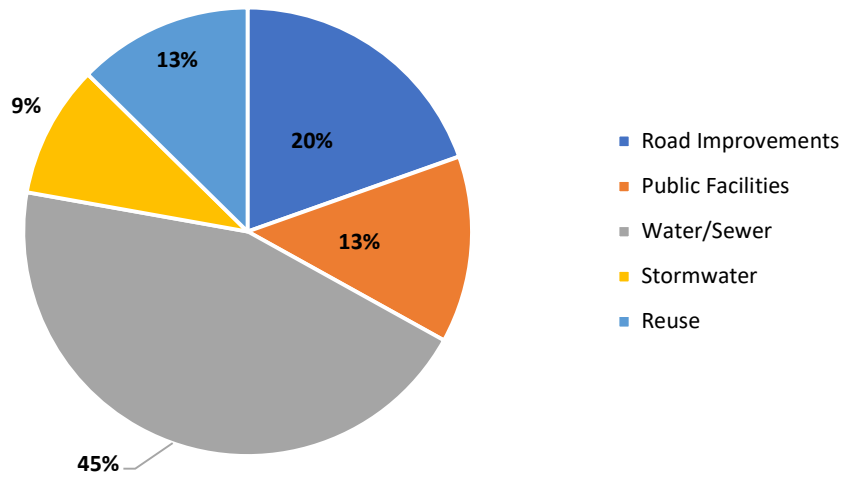
The fiscal year 2024 Capital Improvement Program (CIP) was approved totaling \$16,528,173 for fiscal year 2024 and \$23,778,173 for the five-year period of 2024 through 2028. This represents an \$837,820 increase in the one year and \$2,987,820 increase in the five-year plans approved in the previous year.

This increase in FY2024 can be primarily attributed to the additional funding identified to proceed with the WWTP UV System Upgrade, while the 5 increase in the 5 year plan also includes significant resources assigned to Water and Sewer Utility Projects.



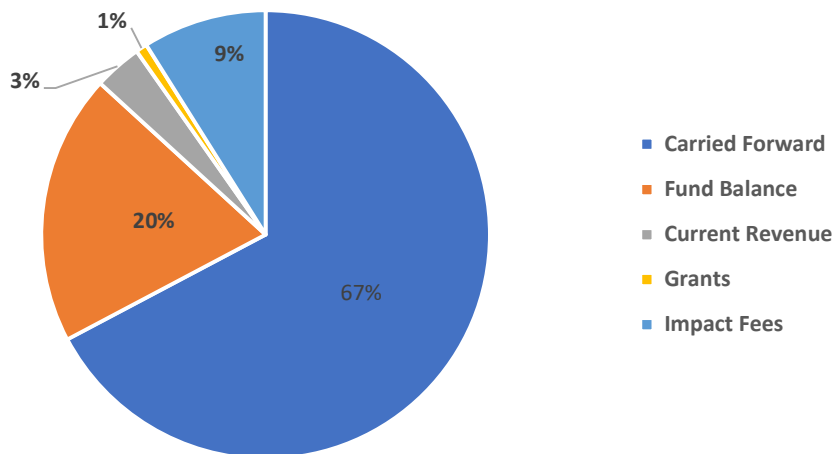
# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## FY2024 Projects By Type



Road Improvements	Public Facilities	Water/Sewer	Stormwater	Reuse	Total
3,235,613.00	2,224,488.00	7,400,634.00	1,577,847.00	2,089,591.00	16,528,173.00

## FY2024 Funding Source

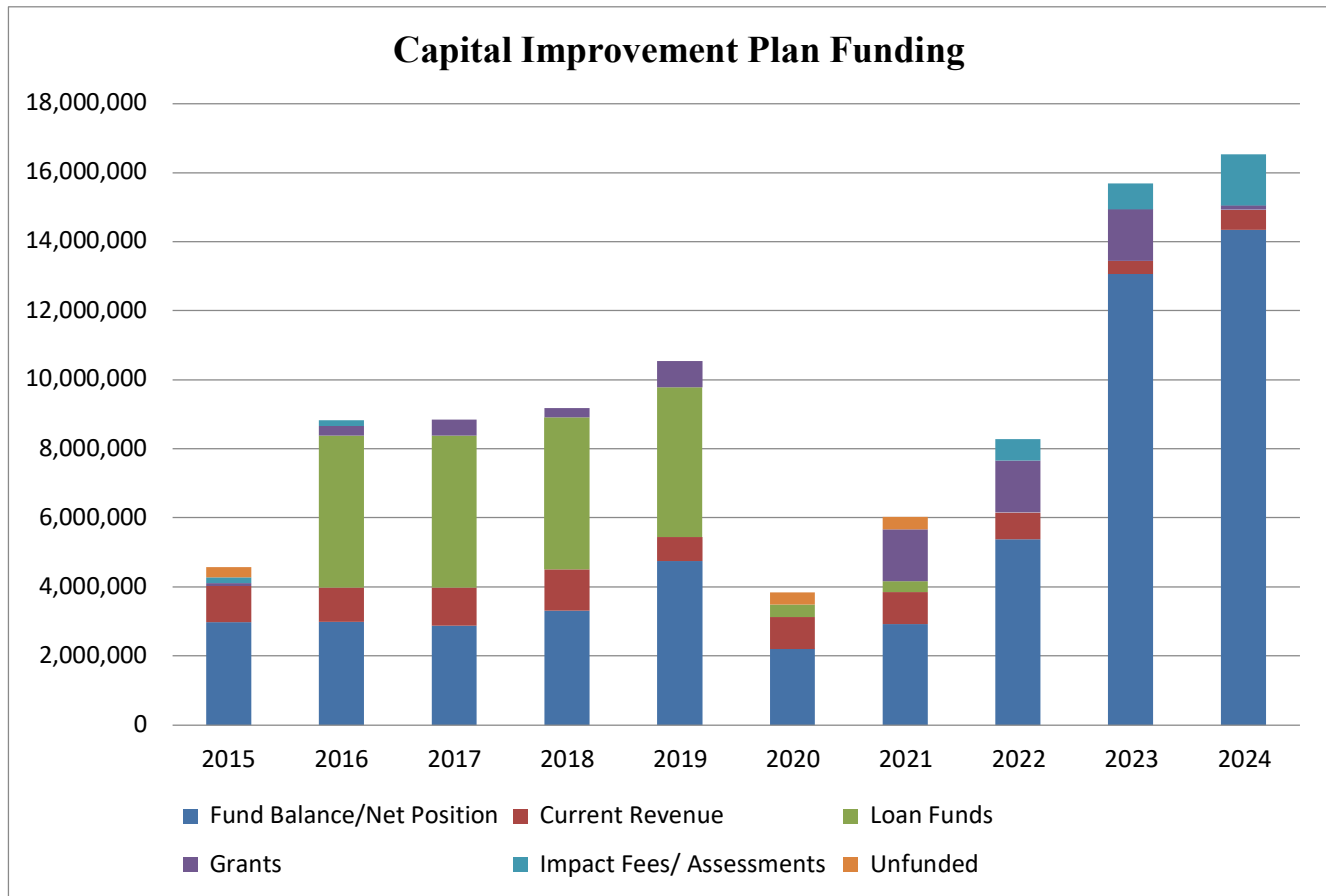


Carried Forward	Fund Balance	Current Revenue	Grants	Impact Fees
11,116,816.00	3,229,129.00	569,047.00	138,182.00	1,475,000.00



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

The following graph depicts the types of funding, for each fiscal year, used for City CIP projects since 2015.



The previous 5 years of CIP expenses by department:

CIP Department	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Projected
Road Improvements	479,890	747,835	82,815	233,593	3,027,914
Public Facilities	42,995	2,498	27,413	58,569	132,155
Water	1,003,008	812,481	11,000	11,086	147,763
Sewer	740,007	621,795	609,178	575,474	381,678
Waste Water Treatment Plant	1,618,207	5,308,766	86,459	113,707	1,067,105
Stormwater	218,710	140,168	-	-	249,850
Reuse	463,187	370,570	23,165	38,689	-
<b>Total CIP by Department</b>	<b>4,566,004</b>	<b>8,004,113</b>	<b>840,030</b>	<b>1,031,118</b>	<b>5,006,464</b>



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

The City of Palmetto's priorities include the need to minimize the economic impact to our taxpayers, utilize City dollars efficiently and effectively, and maintain and improve the appearance and safety of the City both financially and physically. The CIP for fiscal year 2024 attempts to achieve these priorities and the initiatives to support them.

This CIP incorporates all aspects of the City's long-term goals:

### Appearance

- Surface Upgrades along 7<sup>th</sup> Street West
- City-wide facilities upgrades
- New storage buildings for Public Works and WWTP to better maintain equipment and vehicles

### Services

- Improvements to the water distribution and expansion of the wastewater treatment facility
- Provide reclaimed water to additional users and enhance the current system
- Chloramines Injection System-better tasting water and more efficient service

### Infrastructure

- WWTP and Lift Station Upgrades
- Water and Sewer Lines R&R

### Safety

- Ward 1 Phases III and IV to provide safer streets and sidewalks for residents
- City Facility Security and Upgrades

### Economic Stability

- Inflow and Infiltration (I&I) Program to decrease the amount of treatable substance for the WWTP and thus create higher efficiencies
- Palmetto Area Reuse System (PARS) -install additional reuse lines to allow services to more customers. This will assist the reuse fund to become self-sustaining and distribute greater amounts of reuse water.

The individual project sheets included in the following pages includes more information regarding the scope, funding sources, and operating budget impacts of the FY2024 CIP Projects.



CITY OF PALMETTO  
2023-2024 BUDGET

2024 - 2028 Capital Improvement Plan  
Budget Worksheet

Project Description	Funding Source	Total FY2024 Funded	General Fund	Half Cent Fund	Road & Bridge	Capital Projects Fund	Solid Waste Fund	Water / Sewer Fund	Storm Water Fund	Reuse Fund
<b>REVENUES</b>										
Current budgeted revenues		569,047		336,000				99,711	63,194	70,142
Grants		138,182				138,182				
Funding carried forward from 2023		11,116,816	100,000	250,000		2,379,078	32,500	6,157,344	1,373,803	824,091
Funding from impact fees		1,475,000	350,000		375,000			750,000		-
Funding from fund balance		3,229,129	141,000		757,982			2,030,147	100,000	200,000
<b>TOTAL REVENUES</b>		16,528,173	591,000	586,000	1,132,982	2,517,260	32,500	9,037,202	1,536,997	1,094,233
Transfers In		2,753,840	-	-	-	1,624,132	-	-	99,850	1,029,858
<b>TOTAL FROM ALL FUNDING SOURCES</b>		<b>19,282,013</b>	<b>591,000</b>	<b>586,000</b>	<b>1,132,982</b>	<b>4,141,392</b>	<b>32,500</b>	<b>9,037,202</b>	<b>1,636,847</b>	<b>2,124,091</b>
<b>EXPENSES</b>										
<b>Road Improvements</b>										
Surface Upgrades: 7th St. W	CF/FB	900,000				900,000				
CDBG - 7th St. Extension	Grant	138,182				138,182				
Street Paving	N/A	-								
7th St. & 8th Ave. Intersection	CR/FB	20,000		11,000		9,000				
10th St. & 8th Ave. Intersection	IF/FB	750,000				750,000				
<b>ROAD IMPROVEMENTS TOTAL</b>		1,808,182	-	11,000	-	1,797,182	-	-	-	-
<b>Public Facilities</b>										
City Facility Security	CF/CR	89,562				89,562				
City Wide Facility Upgrades	CF/CR	74,898				74,898				
PW Electrical Upgrade	CF	110,028				5,819	8,000	74,209	14,000	8,000
PW Storage Building	CF	600,000		250,000		47,000	22,500	215,000	41,500	24,000
WWTP Storage Building	CF	300,000						300,000		
Public Works Admin Building	CF	200,000				174,500	2,000	17,500	3,500	2,500
14th Street Park	AR/CR/IF	600,000		325,000		275,000				
Park Land Acquisition	FB/IF	250,000				250,000				
<b>PUBLIC FACILITIES TOTAL</b>		2,224,488	-	575,000	-	916,779	32,500	606,709	59,000	34,500
<b>Stormwater</b>										
Dredging Projects	CF/CR/FB	713,194							713,194	
17th St & 24th Ave Stormwater Project	CR/FB	100,000							100,000	
4th St & 10th Ave Stormwater Project	CF	133,046							133,046	
<b>STORMWATER TOTAL</b>		946,240	-	-	-	-	-	-	946,240	-
<b>Utility Improvements</b>										
WWTP Plant Expansion	CF/IF	274,132						274,132		
WWTP Upgrades	CF/FB	706,625						706,625		
Lift Station Upgrades	CF/AR/FB	401,229						401,229		
Sewer Lines R&R	CF	141,138						141,138		
I&I Program	CF/FB	1,918,889						1,918,889		
Water Lines R&R	CF/FB	500,001						500,001		
Chloramine Injection System	CF/FB	74,812						74,812		
Meter Replacement Program	CR/FB	200,000						200,000		
<b>UTILITY IMPROVEMENTS TOTAL</b>		4,216,826	-	-	-	-	-	4,216,826	-	-
<b>Reuse</b>										
PARS Expansion	CF	32,438								32,438
UV System - WWTP	CF/CR/FB/IF	1,800,000								1,800,000
<b>REUSE TOTAL</b>		1,832,438	-	-	-	-	-	-	-	1,832,438
<b>Comprehensive Utility Improvements</b>										
Ward I Phase III	AR/CF	5,000,000				1,427,431		2,733,809	581,607	257,153
Ward I Phase IV	CF	500,000						450,000	50,000	
<b>COMPREHENSIVE UTILITY IMPROVEMENTS TOTAL</b>		5,500,000	-	-	-	1,427,431	-	3,183,809	631,607	257,153
<b>TOTAL EXPENSES</b>		16,528,173	-	586,000	-	4,141,392	32,500	8,007,344	1,636,847	2,124,091
Transfers Out		2,753,840	525,000		1,198,982			1,029,858		
<b>GRAND TOTAL</b>		<b>19,282,013</b>	<b>525,000</b>	<b>586,000</b>	<b>1,198,982</b>	<b>4,141,392</b>	<b>32,500</b>	<b>9,037,202</b>	<b>1,636,847</b>	<b>2,124,091</b>

Abbreviations: AR (ARPA Funds), CF (Carried Forward), FB (Fund Balance), CR (Current Revenues), IF (Impact Fees)



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**301-000 - CIP REVENUE**

**Fund Revenue Summary**

Account	Description	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
<b>REVENUES</b>						
331.3500-9045	American Rescue Plan Act	\$ -	\$ -	\$ 1,148,008	\$ -	- %
331.4900-9037	CDBG 7th St Extension	-	3,200,000	3,200,000	138,182	(95.7)%
<b>TOTAL INTERGOVERNMENTAL/ GRANT REVENUE</b>						
		-	3,200,000	4,348,008	138,182	(95.7)%
<b>OTHER FINANCING SOURCES</b>						
381.9301-2031	Transfer in - Facility Upgrades	21,000	44,667	44,667	16,000	(64.2)%
381.9301-2032	Transfer In - City Facility Security	-	44,666	44,666	50,000	11.9 %
381.9301-2037	Park Land Acquisition	-	-	-	250,000	- %
381.9301-2132	Transfer in - City Facility Security	30,500	-	-	-	- %
381.9301-2135	Transfer In - City Facility Security	2,000	-	-	-	- %
381.9301-2238	Transfer in - PW Admin Building	20,500	150,000	150,000	-	(100.0)%
381.9301-4215	Transfer in - PW Storage Building	5,000	-	-	-	- %
381.9301-4217	Transfer In - 14th St Park	-	-	-	275,000	- %
381.9307-2034	Surface Upgrades 7th St W	320,255	-	-	274,132	- %
381.9307-2135	PW Electrical Upgrade	3,000	-	-	-	- %
381.9307-2036	Transfer In - Street Paving	-	700,000	700,000	-	(100.0)%
381.9307-2136	Transfer In - Street Paving	41,954	-	-	-	- %
381.9307-4215	PW Storage Building	15,000	-	-	-	- %
381.9307-2238	Transfer in - PW Admin Building	4,000	-	-	-	- %
		-	-	-	9,000	- %
381.9307-4004	Transfer In - 10th St Intersection	-	-	-	750,000	- %
381.9307-9039	Transfer In - Ward 1 Phase III	-	254,612	254,612	-	(100.0)%
<b>Total Transfers-In</b>		<b>463,209</b>	<b>1,193,945</b>	<b>1,193,945</b>	<b>1,624,132</b>	<b>36.0 %</b>
<b>Funding From Fund Balance -</b>						
399.0000	Outstanding Enc	-	5,933	-	-	(100.0)%
399.9301	Funding From Equity - Cap Prjs	-	1,885,496	-	2,379,078	26.2 %
<b>Total Non-Revenue Sources</b>		-	1,891,429	-	2,379,078	25.8 %
<b>TOTAL OTHER FINANCING SOURCES</b>						
		<b>463,209</b>	<b>3,085,374</b>	<b>1,193,945</b>	<b>4,003,210</b>	<b>29.7 %</b>
<b>TOTAL REVENUE</b>		<b>\$ 463,209</b>	<b>\$ 6,285,374</b>	<b>\$ 5,541,953</b>	<b>\$ 4,141,392</b>	<b>(34.1)%</b>





**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**301 - CAPITAL PROJECTS FUND**

**Fund Summary**

Account	2022 Actual	2023 Revised Budget	2023 Projected Actual	2024 Adopted Budget	% Change of Budget
Beginning Fund Balances	\$ 618,317	\$ 789,364	\$ 789,364	\$ 35,298	(95.5)%
<b>Revenues</b>					
Grants	-	3,200,000	4,348,008	138,182	- %
Transfers In	463,209	1,193,945	1,193,945	1,624,132	- %
Non-Revenue/Fund Balance	-	1,891,429	-	2,379,078	- %
<b>Total Revenues</b>	<b>463,209</b>	<b>6,285,374</b>	<b>5,541,953</b>	<b>4,141,392</b>	<b>(34.1)%</b>
<b>Expenses</b>					
Capital Outlay - Streets	233,593	1,479,432	1,479,433	1,938,423	- %
Capital Outlay - Other	58,569	457,934	468,578	816,779	- %
Grants	-	4,348,008	4,348,008	1,386,190	- %
<b>Total Expenditures</b>	<b>292,162</b>	<b>6,285,374</b>	<b>6,296,019</b>	<b>4,141,392</b>	<b>(34.1)%</b>
Excess Revenue Over (Under)	171,047	-	(754,066)	-	- %
<b>Fund Balance, End of Year</b>	<b>\$ 789,364</b>	<b>\$ 789,364</b>	<b>\$ 35,298</b>	<b>\$ 35,298</b>	<b>(95.5)%</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**301-601 - CIP GENERAL FUND**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
301-601	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
661.1000-2037	WWTP Expansion	\$ -	\$ -	\$ -	\$ 250,000	- %
662.0000-2031	City Facilities Upgrade FY20	-	48,945	48,945	74,898	53.0 %
662.0000-2131	City Facilities Upgrade FY21	9,598	12,832	12,831	-	(100.0)%
662.0000-2135	PW Electrical Upgrade	38,449	44,464	44,464	5,819	(86.9)%
662.0000-2238	PW Admin Building	-	174,500	174,500	174,500	- %
662.0000-4215	PW Storage Building	-	47,000	47,000	47,000	- %
663.0000-4217	14th St Park	-	-	-	175,000	- %
664.0100-2031	City Facility Upgrades - Equip	-	63,018	45,310	-	(100.0)%
664.0100-2032	City Facility Security FY20	-	67,175	95,528	89,562	33.3 %
664.0100-2132	City Facility Security - FY21	1,822	-	-	-	- %
664.0100-2135	PW Electrical Upgrade	8,700	-	-	-	- %
<b>Total Capital Purchases</b>		<b>58,569</b>	<b>457,934</b>	<b>468,578</b>	<b>816,779</b>	<b>78.4 %</b>
<b>TOTAL EXPENDITURES-Other</b>		<b>\$ 58,569</b>	<b>\$ 457,934</b>	<b>\$ 468,578</b>	<b>\$ 816,779</b>	<b>78.4 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**301-607 - CIP ROAD AND BRIDGE**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
301-607	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
663.0000-2034	7th St W Surface Project	\$ -	\$ 500,000	\$ 500,000	\$ 900,000	80.0 %
663.0000-2036	Street Paving	-	700,000	700,000	-	(100.0)%
663.0000-2136	Street Paving - FY21	232,033	-	-	-	- %
663.0000-4003	7th St Intersection	-	-	-	9,000	- %
663.0000-4004	10th St Intersection	-	-	-	750,000	- %
663.0000-9039	Ward 1 Phase 3	1,560	279,432	279,433	279,423	- %
<b>Total Capital Purchases</b>		<b>233,593</b>	<b>1,479,432</b>	<b>1,479,433</b>	<b>1,938,423</b>	<b>31.0 %</b>
<b>TOTAL EXPENDITURES-Streets</b>		<b>\$ 233,593</b>	<b>\$ 1,479,432</b>	<b>\$ 1,479,433</b>	<b>\$ 1,938,423</b>	<b>31.0 %</b>



**CITY OF PALMETTO, FLORIDA**  
**2023-2024 BUDGET**

**301-701 - CIP FEDERAL GRANT**  
**Cost Center Summary**

Account		2022	2023	2023	2024	% Change
301-701	Description	Actual	Revised Budget	Projected Actual	Adopted Budget	of Budget
<b>EXPENDITURES</b>						
763.0000-9037	SWFWMD 7th St Extension	\$ -	\$ 3,200,000	\$ 3,200,000	\$ 138,182	(95.7)%
763.0000-9039	Ward 1 - Phase III	-	1,148,008	1,148,008	1,148,008	- %
764.0100-9708	ARPA Outdoor Recreation	-	-	-	100,000	- %
<b>Total Capital Purchases</b>		-	<b>4,348,008</b>	<b>4,348,008</b>	<b>1,386,190</b>	<b>(68.1)%</b>
<b>TOTAL EXPENDITURES-Grants</b>		-	<b>4,348,008</b>	<b>4,348,008</b>	<b>1,386,190</b>	<b>(68.1)%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>\$ 292,162</b>	<b>\$ 6,285,374</b>	<b>\$ 6,296,019</b>	<b>\$ 4,141,392</b>	<b>(34.1)%</b>



# CITY OF PALMETTO, FLORIDA

## 2023-2024 BUDGET

### 2024 - 2028 CAPITAL IMPROVEMENT PLAN ATTACHMENT A

Project Description	Supporting Fund	FY2023 Budget	Expense YTD	Encumbered	YTD + ENC	Available Balance
<b>Road Improvements</b>						
1 Surface Upgrades: 7th St W	Capital Projects	500,000	-	-	-	500,000
2 CDBG - 7th Street Extension	Capital Projects	3,200,000	2,133,831	927,987	3,061,818	138,182
3 Street Paving	Road & Bridge	700,000	574,132	-	574,132	125,868
<b>Road Improvements Total</b>		<b>4,400,000</b>	<b>2,707,962</b>	<b>927,987</b>	<b>3,635,950</b>	<b>764,050</b>
<b>Public Facilities/Parks</b>						
1 City Facility Security	Capital Projects	67,175	27,613	-	27,613	39,562
2 City Wide Facilities Upgrades	Capital Projects	124,795	65,897	-	65,897	58,898
3 PW Electrical Upgrade	GF/RB/WS/SW/RU	148,673	38,645	-	38,645	110,028
4 PW Storage Building	GF/RB/WS/SW/RU/HC	600,000	-	-	-	600,000
5 WWTP Storage Building	Water/Sewer	300,000	-	-	-	300,000
6 Building	GF/RB/WS/SW/RU	200,000	-	-	-	200,000
7 Outdoor Recreationg	GF	100,000	-	-	-	100,000
<b>Public Facilities/Parks Total</b>		<b>1,540,643</b>	<b>132,155</b>	<b>-</b>	<b>132,155</b>	<b>1,408,488</b>
<b>Stormwater</b>						
1 Dredging	Stormwater	550,000	-	-	-	550,000
2 27th Ave Blvd Box Culvert	Stormwater	250,000	249,850	-	249,850	150
3 4th St & 10th Ave	Stormwater	133,046	-	-	-	133,046
<b>Stormwater Total</b>		<b>933,046</b>	<b>249,850</b>	<b>-</b>	<b>249,850</b>	<b>683,196</b>
<b>Water/Sewer</b>						
1 WWTP Expansion	Water/Sewer	975,000	847,635	3,234	850,868	124,132
2 WWTP Upgrades	Water/Sewer	1,336,327	214,439	665,263	879,702	456,625
4 WWTP R&R	Water/Sewer	-	-	-	-	-
3 Lift Station Upgrades	Water/Sewer	909,806	189,054	519,523	708,577	201,229
4 Sewer Lines R&R	Water/Sewer	141,138	-	-	-	141,138
5 I&I Program	Water/Sewer	1,600,665	181,777	-	181,777	1,418,889
6 Water Lines R&R	Water/Sewer	201,087	143,702	57,384	201,086	1
7 Chloramines Injection System	Water/Sewer & Loan	43,698	10,847	8,039	18,886	24,812
<b>Water/Sewer Total</b>		<b>5,207,721</b>	<b>1,587,454</b>	<b>1,253,443</b>	<b>2,840,897</b>	<b>2,366,825</b>
<b>Reuse</b>						
1 PARS Expansion	Reuse	32,438	-	-	-	32,438
2 UV System - WWTP	Reuse	500,000	-	-	-	500,000
<b>Reuse Total</b>		<b>532,438</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>532,438</b>
<b>Comprehensive Utility Upgrades</b>						
1 Ward 1 Phase III	Water/Sewer/R&B	5,045,610	2,030	43,580	45,610	5,000,000
2 Ward 1 Phase IV	Water/Sewer/Storm	500,000	-	-	-	500,000
<b>Comprehensive Utility Upgrades Total</b>		<b>5,545,610</b>	<b>2,030</b>	<b>43,580</b>	<b>45,610</b>	<b>5,500,000</b>
<b>GRAND TOTAL</b>		<b>18,159,459</b>	<b>4,679,452</b>	<b>2,225,010</b>	<b>6,904,462</b>	<b>11,254,997</b>



CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

2024 - 2028 CAPITAL IMPROVEMENT PLAN  
ATTACHMENT A

Project Description	Supporting Fund	Initial CIP Fiscal Year	FY2023 Funding Carried Forward	Current Revenue	City Fund Balance	Impact Fees	Total FY2024 CIP
<b>Road Improvements</b>							
1 Surface Upgrades: 7th St W	Capital Projects/R&B	FY2020	\$ 625,868	\$ -	\$ 274,132	\$ -	\$ 900,000
* 2 CDBG - 7th Street Extension	Capital Projects	FY2021	138,182	-	-	-	138,182
3 Street Paving	Road & Bridge	Annual	-	-	-	-	-
4 7th Street Intersection (L. Turn Signal)	Road & Bridge/Half Cent	FY2024	-	11,000	9,000	-	20,000
5 10th Street Intersection (R. Turn Lane)	Road & Bridge	FY2024	-	-	375,000	375,000	750,000
<b>ROAD IMPROVEMENTS TOTAL</b>			<b>\$ 764,050</b>	<b>\$ 11,000</b>	<b>\$ 658,132</b>	<b>\$ 375,000</b>	<b>\$ 1,808,182</b>
<b>Public Facilities/Parks</b>							
1 City Facility Security	Capital Projects	Annual	\$ 39,562	\$ -	\$ 50,000	\$ -	\$ 89,562
2 City Wide Facilities Upgrades	Capital Projects	Annual	58,898	-	16,000	-	74,898
3 PW Electrical Upgrade	GF/RB/WS/SW/RU	FY2021	110,028	-	-	-	110,028
4 PW Storage Building	GF/RB/WS/SW/RU/HC	FY2021	600,000	-	-	-	600,000
5 WWTP Storage Building	Water/Sewer	FY2021	300,000	-	-	-	300,000
6 Public Works Administration Building (Design)	GF/BLDG/RB/WS/SW/RU	FY2022	200,000	-	-	-	200,000
** 7 14th Ave Park	GF/HC	FY2024	100,000	325,000	-	175,000	600,000
8 Park Land Acquisition	GF	FY2024	-	-	75,000	175,000	250,000
<b>PUBLIC FACILITIES/PARKS TOTAL</b>			<b>\$ 1,408,488</b>	<b>\$ 325,000</b>	<b>\$ 141,000</b>	<b>\$ 350,000</b>	<b>\$ 2,224,488</b>
<b>Stormwater</b>							
1 Dredging	Road & Bridge/Stormwater	Annual	550,000	63,194	100,000	-	713,194
2 17th Street & 24th Avenue	Stormwater	FY2024	150	-	99,850	-	100,000
3 4th St & 10th Ave	Stormwater	FY2023	133,046	-	-	-	133,046
<b>STORMWATER TOTAL</b>			<b>\$ 683,196</b>	<b>\$ 63,194</b>	<b>\$ 199,850</b>	<b>\$ -</b>	<b>\$ 946,240</b>
<b>Water/Sewer</b>							
1 WWTP Expansion	Water/Sewer	Annual	\$ 124,132	\$ -	\$ -	\$ 150,000	\$ 274,132
2 WWTP Upgrades	Water/Sewer	Annual	456,625	-	250,000	-	706,625
** 3 Lift Station Upgrades	Water/Sewer	Annual	201,229	-	200,000	-	401,229
4 Sewer Lines R&R	Water/Sewer	Annual	141,138	-	-	-	141,138
** 5 I&I Program	Water/Sewer	Annual	1,418,889	-	500,000	-	1,918,889
6 Water Lines R&R	Water/Sewer	Annual	1	-	500,000	-	500,001
7 Chloramines Injection System	Water/Sewer	FY2014	24,812	-	50,000	-	74,812
8 Meter Replacement Program	Water/Sewer	FY2024	-	99,711	100,289	-	200,000
<b>WATER/SEWER TOTAL</b>			<b>\$ 2,366,825</b>	<b>\$ 99,711</b>	<b>\$ 1,600,289</b>	<b>\$ 150,000</b>	<b>\$ 4,216,825</b>
<b>Reuse</b>							
1 PARS Expansion	Reuse	Annual	\$ 32,438	\$ -	\$ -	\$ -	\$ 32,438
2 UV System - WWTP	Reuse	FY2022	500,000	70,142	629,858	600,000	1,800,000
<b>REUSE TOTAL</b>			<b>\$ 532,438</b>	<b>\$ 70,142</b>	<b>\$ 629,858</b>	<b>\$ 600,000</b>	<b>\$ 1,832,438</b>
<b>Comprehensive Utility Upgrades</b>							
** 1 Ward 1 Phase III	Water/Sewer/R&B/SW/RU	FY2021	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 5,000,000
2 Ward 1 Phase IV (Design)	Water/Sewer	FY2022	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
<b>Comprehensive Utility Upgrades Total</b>			<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>
<b>GRAND TOTAL</b>			<b>\$ 11,254,997</b>	<b>\$ 569,047</b>	<b>\$ 3,229,129</b>	<b>\$ 1,475,000</b>	<b>\$ 16,528,173</b>

\* Grant funded project

\*\* Includes previously approved ARPA funds



# CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

## 2024- 2028 CAPITAL IMPROVEMENT PLAN

Project Description	FY2023 PROJECTS CARRIED FORWARD	NEW FY2024 FUNDING	TOTAL FY2024 FUNDING	FY2025	FY2026	FY2027	FY2028	Total Project Cost
<b>Road Improvements</b>								
1 Surface Upgrades: 7th St W	\$ 625,868	\$ 274,132	\$ 900,000					\$ 900,000
* 2 CDBG - 7th Street Extension	138,182	-	138,182					138,182
3 Street Paving	-	-	-	200,000	200,000	200,000	200,000	800,000
4 7th Street Intersection (L. Turn Signal)	-	20,000	20,000	-	-	-	-	20,000
5 10th Street Intersection (R. Turn Lane)	-	750,000	750,000	-	-	-	-	750,000
<b>ROAD IMPROVEMENTS TOTAL</b>	<b>\$ 764,050</b>	<b>\$ 1,044,132</b>	<b>\$ 1,808,182</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 2,608,182</b>
<b>Public Facilities/Parks</b>								
1 City Facility Security	\$ 39,562	\$ 50,000	\$ 89,562	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 189,562
2 City Wide Facilities Upgrades	58,898	16,000	74,898	25,000	25,000	25,000	25,000	174,898
3 PW Electrical Upgrade	110,028	-	110,028	-	-	-	-	110,028
4 PW Storage Building	600,000	-	600,000	-	-	-	-	600,000
5 WWTP Storage Building	300,000	-	300,000	-	-	-	-	300,000
6 Public Works Administration Building (Design)	200,000	-	200,000	-	-	-	-	200,000
** 7 14th Street Park	100,000	500,000	600,000	-	-	-	-	600,000
8 Park Land Acquisition	-	250,000	250,000	-	-	-	-	250,000
<b>PUBLIC FACILITIES/PARKS TOTAL</b>	<b>\$ 1,408,488</b>	<b>\$ 816,000</b>	<b>\$ 2,224,488</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 2,424,488</b>
<b>Stormwater</b>								
1 Dredging	\$ 550,000	\$ 163,194	\$ 713,194	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,113,194
2 17th Street & 24th Avenue	150	99,850	100,000	-	-	-	-	100,000
3 4th St & 10th Ave	133,046	-	133,046	-	-	-	-	133,046
<b>STORMWATER TOTAL</b>	<b>\$ 683,196</b>	<b>\$ 263,044</b>	<b>\$ 946,240</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 1,346,240</b>
<b>Water/Sewer</b>								
1 WWTP Expansion	\$ 124,132	\$ 150,000	\$ 274,132	\$ -	\$ -	\$ -	\$ -	\$ 274,132
2 WWTP Upgrades	456,625	250,000	706,625	200,000	200,000	200,000	200,000	1,506,625
** 3 Lift Station Upgrades	201,229	200,000	401,229	100,000	100,000	100,000	100,000	801,229
4 Sewer Lines R&R	141,138	-	141,138	50,000	500,000	500,000	500,000	1,691,138
** 5 I&I Program	1,418,889	500,000	1,918,889	400,000	400,000	400,000	400,000	3,518,889
6 Water Lines R&R	1	500,000	500,001	150,000	150,000	150,000	150,000	1,100,001
7 Chloramines Injection System	24,812	50,000	74,812	-	-	-	-	74,812
8 Meter Replacement Program	-	200,000	200,000	200,000	200,000	200,000	200,000	1,000,000
<b>WATER/SEWER TOTAL</b>	<b>\$ 2,366,825</b>	<b>\$ 1,850,000</b>	<b>\$ 4,216,825</b>	<b>\$ 1,100,000</b>	<b>\$ 1,550,000</b>	<b>\$ 1,550,000</b>	<b>\$ 1,550,000</b>	<b>\$ 9,966,825</b>
<b>Reuse</b>								
1 PARS Expansion	\$ 32,438	\$ -	\$ 32,438	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 132,438
2 UV System - WWTP	500,000	1,300,000	1,800,000	-	-	-	-	1,800,000
<b>REUSE TOTAL</b>	<b>\$ 532,438</b>	<b>\$ 1,300,000</b>	<b>\$ 1,832,438</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 1,932,438</b>
<b>Comprehensive Utility Upgrades</b>								
** 1 Ward 1 Phase III	\$ 5,000,000	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000
2 Ward 1 Phase IV (Design)	500,000	-	500,000	-	-	-	-	500,000
<b>Comprehensive Utility Upgrades Total</b>	<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>
<b>GRAND TOTAL</b>	<b>\$ 11,254,997</b>	<b>\$ 5,273,176</b>	<b>\$ 16,528,173</b>	<b>\$ 1,475,000</b>	<b>\$ 1,925,000</b>	<b>\$ 1,925,000</b>	<b>\$ 1,925,000</b>	<b>\$ 23,778,173</b>

\* Grant funded project

\*\* Includes previously approved ARPA funds



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Surface Upgrades - 7th Street West

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	7th Street West/5th Ave West
Department:	Public Works
Account Number:	301-607-663.0000-2034
Project Code:	2034
Status:	Continuing Project
Project Type:	Non-Recurring Project



<u>Project Description:</u>
This project involves roadway improvements at the rail road crossing on 7th Street West at 5th Ave West.
<u>Project Justification:</u>
To provide safer means of transportation along 7th Street West. Current conditions allow for the possibility of damage to vehicles and injury to pedestrians. The extension of 7th Street to Haben Boulevard has increased usage on this roadway contributing to the issue.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	900,000	-	-	-	-	-	900,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>900,000</b>	-	-	-	-	-	<b>900,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	625,868	-	-	-	625,868
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	274,132	-	-	-	-	274,132
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	<b>274,132</b>	<b>625,868</b>	-	-	-	<b>900,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<u>Additional Information:</u>
The project will require coordination with CSX Transportation Company as the owner of the railway.





**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**CGBD - 7th Street Extension**

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	7th Street West
Department:	Public Works
Account Number:	301-701-763.0000-9037
Project Code:	9037
Status:	Continuing Project
Project Type:	Non-Recurring Project



<b>Project Description:</b>
This project will utilize CDBG ED funds to construct a public infrastructure system including street, water, sewer and stormwater improvements to support the construction of the Palmetto Sheraton Hotel located at the Bradenton Area Convention Center.
<b>Project Justification:</b>
The construction of a new hotel will directly result in the creation of new jobs. Additional jobs are expected to be created with additional phases of the planned construction including restaurants, retail and entertainment venues. Tax revenues and Building Permit Fees are anticipated to be increased by these improvements.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	138,182	-	-	-	-	-	138,182
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>138,182</b>	-	-	-	-	-	<b>138,182</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	-	-
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	138,182	-	-	-	138,182
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	<b>138,182</b>	-	-	-	<b>138,182</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<b>Additional Information:</b>
Remaining balance of \$3.2 million grant carried forward to FY24 pending project completion.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Street Paving

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	Various Locations
Department:	Public Works
Account Number:	301-607-663.0000-2036
Project Code:	2036
Status:	Continuing Project
Project Type:	Recurring Project



**Project Description:**  
The paving, drainage improvement, and striping of City streets, at locations determined annually. Based upon need and location, this project may also include the repair and installation of utility infrastructure.

**Project Justification:**  
To improve the safety and appearance of City streets.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	200,000	200,000	200,000	200,000	200,000	1,000,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>1,000,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	-	-
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

**No FY2024 Funding**

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

**Additional Information:**



CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET

Intersection Improvements - 7th St W

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	Intersection of 7th St W and 8th Ave W
Department:	Public Works
Account Number:	301-607-663.0000-4003
Project Code:	4003
Status:	New Project
Project Type:	Non-Recurring Project



Project Description:  
To implement a right left hand turn signal in the pre-existing northbound 8th Ave West turn lane onto 7th Street West.

Project Justification:  
To facilitate safer conditions at this intersection for both motorist and pedestrians.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	20,000	-	-	-	-	-	20,000
Totals	20,000	-	-	-	-	-	20,000

FY 2024 Funding Provided By:	Half Cent Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	-	-
2024 Revenue	11,000	-	-	-	-	-	11,000
Fund Balance	-	9,000	-	-	-	-	9,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Totals	11,000	9,000	-	-	-	-	20,000

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Totals	-	-	-	-	-	-	-

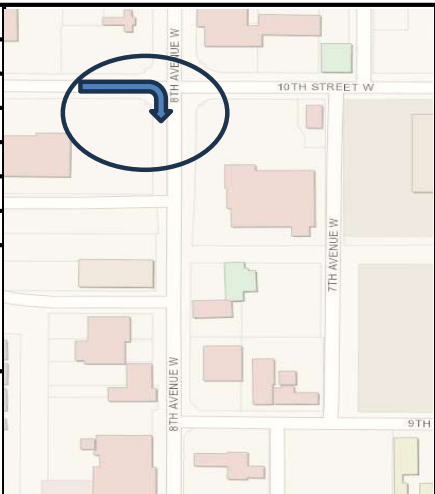
Additional Information:  
Marginal Operating Budget impact expected due to addition of new traffic light.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**10th Street Intersection Improvements**

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	Intersection of 10th St W and 8th Ave W	
Department:	Public Works	
Account Number:	301-607-663.0000-4004	
Project Code:	4004	
Status:	New Project	
Project Type:	Non-Recurring Project	
Project Description:		
Construction of a right hand turn lane on 10th Street West turning south onto 8th Ave West.		
Project Justification:		
To alleviate traffic congestion at major Palmetto intersection.		

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	750,000	-	-	-	-	-	750,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>750,000</b>	-	-	-	-	-	<b>750,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	-	-
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	750,000	-	-	-	-	750,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	<b>750,000</b>	-	-	-	-	<b>750,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

Additional Information:
Potential cost of right of way acquisition will be factored into project cost.



**CITY OF PALMETTO  
2023-2024 BUDGET**

City Facility Security

Long Term Goal Achievement:	Appearance	Services	Infrastructure	<b>Safety</b>	Economic Stability	Historic Preservation
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Location:	City Wide
Department:	City Wide
Account Number:	301-601-664.0100-2032
Project Code:	2032
Status:	Continuing Project
Project Type:	Recurring Project

**Project Description:**  
This project involves the installation of further security measures at City Facilities, primarily involving security cameras and access controls.

**Project Justification:**  
Provide a security system proposal to improve the physical security environment at the all City Facilities.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	89,562	25,000	25,000	25,000	25,000	25,000	214,562
<b>Totals</b>	<b>89,562</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>214,562</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	39,562	-	-	-	39,562
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	50,000	-	-	-	-	-	50,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>50,000</b>	<b>-</b>	<b>39,562</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>89,562</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	2,000	2,100	2,250	2,400	2,600	2,750	14,100
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>2,000</b>	<b>2,100</b>	<b>2,250</b>	<b>2,400</b>	<b>2,600</b>	<b>2,750</b>	<b>14,100</b>

**Additional Information:**  
The additional security should assist in the prevention and/or identification of theft which should reduce the need to replace equipment.



# CITY OF PALMETTO 2023-2024 BUDGET

## City Wide Facility Upgrades

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	City Wide
Department:	City Hall/Public Works Admin/Police
Account Number:	301-601-662.0000-2031
Project Code:	2031
Status:	Continuing Project
Project Type:	Recurring Project



**Project Description:**  
To make improvements to city facilities. This year's anticipated projects include fire suppression at City Hall building improvements throughout the City.

**Project Justification:**  
To ensure that city facilities remain viable while determinations of future potential location options are determined. In prior years this project has funded new roofs at the Police Station and Public Works Building.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	74,898	25,000	25,000	25,000	25,000	25,000	199,898
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>74,898</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>199,898</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	58,898	-	-	-	58,898
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	16,000	-	-	-	-	-	16,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>16,000</b>	<b>-</b>	<b>58,898</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>74,898</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(30,000)
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(30,000)</b>

**Additional Information:**  
It is anticipated that large scale equipment replacement and building improvements should reduce smaller repair and maintenance expenses.





# CITY OF PALMETTO 2023-2024 BUDGET

## Public Works Electrical Upgrade

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	City Wide
Department:	City Hall/Public Works Admin/Police
Account Number:	301/403/432/440/460 662.0000-2135
Project Code:	2135
Status:	Continuing Project
Project Type:	Non-Recurring Project

**Project Description:**  
To upgrade the panel boxes and breakers at the Public Works Facility Building.

**Project Justification:**  
To ensure the continued functionality and maintain proper safety conditions the electrical system will be replaced.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	110,028	-	-	-	-	-	110,028
<b>Totals</b>	<b>110,028</b>	-	-	-	-	-	<b>110,028</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Solid Waste	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	5,819	8,000	74,209	14,000	8,000	110,028
2024 Revenue	-	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-	-
<b>Totals</b>	-	-	<b>5,819</b>	<b>8,000</b>	<b>74,209</b>	<b>14,000</b>	<b>8,000</b>	<b>110,028</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	660	700	750	800	850	900	4,660
<b>Totals</b>	<b>660</b>	<b>700</b>	<b>750</b>	<b>800</b>	<b>850</b>	<b>900</b>	<b>4,660</b>

**Additional Information:**  
Project has been delayed from prior year due to difficulty in sourcing components. Gas line anticipated to be completed in FY2024 which will facilitate utilization of new generator.



**CITY OF PALMETTO  
2023-2024 BUDGET**

**Public Works Storage Building**

Long Term Goal Achievement:	Appearance	Services	Infrastructure	<b>Safety</b>	Economic Stability	Historic Preservation
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Location:	Public Works
Department:	Public Works
Account Number:	301/403/432/440/460 662.0000-4215
Project Code:	4215
Status:	Continuing Project
Project Type:	Recurring Project

Project Description:  
The construction of a facility to store public works equipment and vehicles.

Project Justification:  
The construction of a enclosed facility will prevent damage caused from the elements as well as to ensure the security of the equipment, both of which should reduce the need for replacements.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	600,000	-	-	-	-	-	600,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>600,000</b>	-	-	-	-	-	<b>600,000</b>

FY 2024 Funding Provided By:	Half Cent Fund	Capital Projects Fund	Solid Waste Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	250,000	47,000	22,500	215,000	41,500	24,000	600,000
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>250,000</b>	<b>47,000</b>	<b>22,500</b>	<b>215,000</b>	<b>41,500</b>	<b>24,000</b>	<b>600,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

Additional Information:



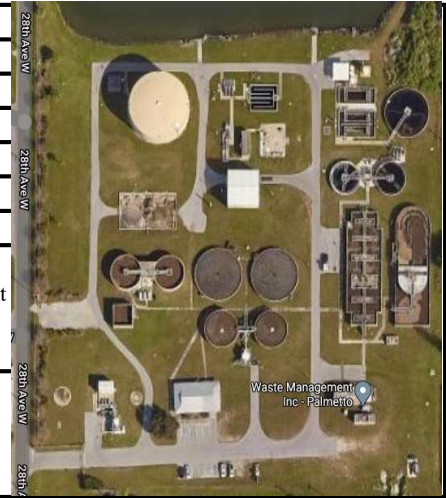


**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

Wastewater Treatment Plant Storage Building

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	Waste Water Treatment Plant
Department:	Public Works
Account Number:	432-637-662.0000-2129
Project Code:	2129
Status:	Continuing Project
Project Type:	Non-Recurring Project



**Project Description:**  
The construction of a facility to store equipment and vehicles at the Wastewater Treatment Plant

**Project Justification:**  
The construction of an enclosed facility will prevent damage caused from the elements as well as to ensure the security of the equipment, both of which should reduce the need for replacements.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	300,000	-	-	-	-	-	300,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>300,000</b>	-	-	-	-	-	<b>300,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	300,000	-	-	300,000
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	<b>300,000</b>	-	-	<b>300,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

**Additional Information:**



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

New Public Administration Building

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	TBD
Department:	City Hall/Public Works
Account Number:	301/403/432/440/460 662.0000-2238
Project Code:	2238
Status:	Continuing Project
Project Type:	Non-Recurring Project



<b>Project Description:</b>
This project will consist of the design and construction of a new Public Administration Building.
<b>Project Justification:</b>
A larger building would allow Public Works and City Hall Administrative staff to be under one roof. It would also provide shelter for city crews and their families to ensure that the work force is available in the event of a major hurricane.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	200,000	-	-	-	-	-	200,000
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>200,000</b>	-	-	-	-	-	<b>200,000</b>

FY 2024 Funding Provided By:	General Fund	Capital Projects Fund	Solid Waste Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	174,500	2,000	17,500	3,500	2,500	200,000
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	<b>174,500</b>	<b>2,000</b>	<b>17,500</b>	<b>3,500</b>	<b>2,500</b>	<b>200,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<b>Additional Information:</b>
A larger building would potentially increase utility expenses however these would net against savings from energy efficient construction.



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

14th Avenue Park

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	14th Avenue West	
Department:	Public Works	
Account Number:	003-472-463.0000-4214/301-601-663.0000-4217	
Project Code:	4217	
Status:	New Project	
Project Type:	Non-Recurring Project	
<b>Project Description:</b> This project is pending final direction from City Commission however the funds will be utilized to establish a Park at 14th Avenue West which is necessitated by the CRA's expansion of the Women's Club affecting the existing facilities at Lamb Park		
<b>Project Justification:</b> Provide additional Park Facilities with the potential inclusion of basketball and racket sports, replacing those currently located at Lamb Park. This project will incorporate funding from ARPA with the intent of encouraging residents to seek improved health outcomes.		

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	600,000	-	-	-	-	-	600,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>600,000</b>	-	-	-	-	-	<b>600,000</b>

FY 2024 Funding Provided By:	General Fund	Half Cent Fund	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	100,000	-	-	-	-
2024 Revenue	-	325,000	-	-	-	-	325,000
Fund Balance	175,000	-	-	-	-	-	175,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>175,000</b>	<b>325,000</b>	<b>100,000</b>	-	-	-	<b>600,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<b>Additional Information:</b> Maintenance expected to be addressed by current Public Works employees. The full scale of operating budget impacts will be known and accounted for upon Commission determination of final project scope.
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**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

**Park Land Acquisition**

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	TBD
Department:	City Hall/Public Works
Account Number:	301-601-661.1000-2037
Project Code:	2037
Status:	New Project
Project Type:	Non-Recurring Project

Project Description:

This projects will enable City Commission to add additional park facilities at currently undetermined locations throughout the City.

Project Justification:

The purchase of private property for the purpose of reconfiguration into a public park will allow for residents to enjoy the park amenities and potentially improve the City's Linear Park Trail System pending Commission determination of optimal park location.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	250,000	-	-	-	-	-	250,000
<b>Totals</b>	<b>250,000</b>	-	-	-	-	-	<b>250,000</b>

FY 2024 Funding Provided By:	General Fund	Capital Projects Fund	Solid Waste Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	-	-
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	250,000	-	-	-	-	-	250,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>250,000</b>	-	-	-	-	-	<b>250,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

Additional Information:



# CITY OF PALMETTO 2023-2024 BUDGET

## Dredging Projects

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	To Be Determined
Department:	Public Works
Account Number:	440-640-663.0000-2042
Project Code:	2042
Status:	Continuing Project
Project Type:	Recurring Project

**Project Description:**  
Dredging of canals throughout the City.

**Project Justification:**  
The City will utilize funding to perform dredging at various locations based upon staff recommendations and Commission prioritization.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	713,194	100,000	100,000	100,000	100,000	100,000	1,213,194
<b>Totals</b>	<b>713,194</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,213,194</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	550,000	-	550,000
2024 Revenue	-	-	-	-	63,194	-	63,194
Fund Balance	-	100,000	-	-	-	-	100,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>613,194</b>	<b>-</b>	<b>713,194</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Additional Information:**



**CITY OF PALMETTO  
2023-2024 BUDGET**

**17th Street & 24th Avenue Stormwater Project**

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	17th St & 24th Ave
Department:	Public Works
Account Number:	440-640-663.0000-2047
Project Code:	2245
Status:	New Project
Project Type:	Non-Recurring Project



<b>Project Description:</b>
Repair Stormwater utilities at the intersection of 17th Street and 24th Avenue.
<b>Project Justification:</b>
Extensive repair/replacement of Stormwater infrastructure necessary at this intersection to assist with drainage.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	100,000	-	-	-	-	-	100,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>100,000</b>	-	-	-	-	-	<b>100,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	150	-	150
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	99,850	-	99,850
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	<b>100,000</b>	-	<b>100,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<b>Additional Information:</b>





**CITY OF PALMETTO  
2023-2024 BUDGET**

**4th Street West and 10th Ave West Stormwater Project**

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	4th Street W & 10th Ave W
Department:	Public Works
Account Number:	440-640-663.0000-2246
Project Code:	2246
Status:	Continuing Project
Project Type:	Non-Recurring Project



**Project Description:**  
This project consists of stormwater improvements at the intersection of 4th Street West and 10th Avenue West.

**Project Justification:**  
Stormwater improvements will assist with drainage concerns around this intersection.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	133,046	-	-	-	-	-	133,046
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>133,046</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>133,046</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	133,046	-	133,046
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>133,046</b>	<b>-</b>	<b>133,046</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Additional Information:**

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**CITY OF PALMETTO  
2023-2024 BUDGET**

Wastewater Treatment Plant Expansion

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	1310 28th Avenue West
Department:	Public Works
Account Number:	432-637-661.1000-2029/432-637-661.1000-2029
Project Code:	2029
Status:	New Project
Project Type:	Non-Recurring Project



<b>Project Description:</b>
To fund the potential expansion of the Wastewater Treatment Plant.
<b>Project Justification:</b>
Staff is considering options to expand the Wastewater Treatment Plant in the future to ensure optimal performance should the opportunity arise.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	274,132	-	-	-	-	-	274,132
<b>Totals</b>	<b>274,132</b>	-	-	-	-	-	<b>274,132</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	124,132	-	-	124,132
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	150,000	-	-	150,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	<b>274,132</b>	-	-	<b>274,132</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<b>Additional Information:</b>





**CITY OF PALMETTO  
2023-2024 BUDGET**

Wastewater Treatment Plant Upgrades

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	1310 28th Avenue West
Department:	Public Works
Account Number:	432-633-663.0000-2027
Project Code:	2027
Status:	Continuing Project
Project Type:	Recurring Project



<b>Project Description:</b>
Upgrades to the Wastewater Treatment Plant on an as needed basis according to consultation with Public Works and Veolia.
<b>Project Justification:</b>
In order for the Wastewater Treatment Plant to continue to run with peak efficiency, various parts over time will need to be replaced and/or upgraded. These upgrades will depend on need and funding availability.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	706,625	200,000	200,000	200,000	200,000	20,000	1,526,625
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>706,625</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>20,000</b>	<b>1,526,625</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	456,625	-	-	456,625
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	250,000	-	-	250,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>706,625</b>	<b>-</b>	<b>-</b>	<b>706,625</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Additional Information:</b>
Updated equipment and consolidated panels may result in some utility expense savings.



# CITY OF PALMETTO 2023-2024 BUDGET

## Lift Station Upgrades

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	City Wide
Department:	Public Works
Account Number:	432-633-663.0000-2121 & 432-701-764.0100-9704
Project Code:	2021/9704
Status:	Continuing Project
Project Type:	Recurring Project

### Project Description:

These projects include, but are not limited to, the replacement of pumps, piping, valves, manifolds, float systems, electrical systems and normal components of a submersible lift station.

### Project Justification:

The improvements to the Lift Stations will allow them to run more efficiently, reduce the chance for spills, odors, improve safety, and allow for additional monitoring.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	401,229	100,000	100,000	100,000	100,000	100,000	901,229
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>401,229</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>901,229</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	201,229	-	-	201,229
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	200,000	-	-	200,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>401,229</b>	<b>-</b>	<b>-</b>	<b>401,229</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Additional Information:

There will be additional monitoring fees required as well as utility savings from the decreased/more efficient running time.



# CITY OF PALMETTO 2023-2024 BUDGET

## Sewer Lines Repair and Replace

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
-----------------------------	------------	----------	----------------	--------	--------------------	-----------------------

Location:	City Wide
Department:	Public Works
Account Number:	432-635-663.0000-2022
Project Code:	2022
Status:	Continuing Project
Project Type:	Recurring Project

### Project Description:

This project includes the cleaning, inspection, and replacement of sewer mains and rehabilitation of manholes throughout the COP.

### Project Justification:

As older aspects of the sewer system breakdown, in order to ensure optimal efficiency, the City will repair and replace based upon need.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	141,138	50,000	500,000	500,000	500,000	500,000	2,191,138
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>141,138</b>	<b>50,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>2,191,138</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	141,138	-	-	141,138
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>141,138</b>	<b>-</b>	<b>-</b>	<b>141,138</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Additional Information:

Preventing large scale disruptions before they happen will save the city in employee overtime and equipment costs.



**CITY OF PALMETTO  
2023-2024 BUDGET**

Inflow and Infiltration (I&I) Program

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
-----------------------------	------------	----------	----------------	--------	--------------------	-----------------------

Location:	City Wide
Department:	Public Works
Account Number:	432-633-663.0000-2023
Project Code:	2023
Status:	Continuing Project
Project Type:	Recurring Project

**Project Description:**  
Upgrades to the City's sewer system to address problems caused by worn manhole covers and unstable infrastructure piping.

**Project Justification:**  
To reduce the peaks at the WWTP during periods of heavy rain events. A continuing I&I program will allow the City to meet the permit requirements of FDEP.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	1,918,889	400,000	400,000	400,000	400,000	400,000	3,918,889
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>1,918,889</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>3,918,889</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	1,418,889	-	-	1,418,889
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	500,000	-	-	500,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,918,889</b>	<b>-</b>	<b>-</b>	<b>1,918,889</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Additional Information:**  
A reduction in stormwater flows to the WWTP will result in potential operational savings.



## CITY OF PALMETTO 2023-2024 BUDGET

### Water Lines Repair and Replace

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
-----------------------------	------------	----------	----------------	--------	--------------------	-----------------------

Location:	City Wide
Department:	Public Works
Account Number:	432-633-663.0000-2024
Project Code:	2024
Status:	Continuing Project
Project Type:	Recurring Project

**Project Description:**

This project includes the inspection, and replacement of water main throughout the COP.

**Project Justification:**

As older aspects of the water system breakdown, in order to ensure optimal efficiency, the City will repair and replace based upon need.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	500,001	150,000	150,000	150,000	150,000	150,000	1,250,001
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>500,001</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>1,250,001</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	1	-	-	1
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	500,000	-	-	500,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500,001</b>	<b>-</b>	<b>-</b>	<b>500,001</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Additional Information:**

Preventing large scale disruptions before they happen will save the city in overtime and equipment costs.



**CITY OF PALMETTO  
2023-2024 BUDGET**

**Chloramines Injection System**

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
-----------------------------	------------	----------	----------------	--------	--------------------	-----------------------

Location:	City Wide
Department:	Public Works
Account Number:	432-635-662.0000-1425 & 432-635-664.0100-1425
Project Code:	1425
Status:	Continuing Project
Project Type:	Non-Recurring Project



**Project Description:**  
Installation of Chloramine Injection System. Fiscal Year 2015 project funding allowed for the purchase of a house to contain the Injection System. Fiscal Year 2024 budget will allow for modifications to the house and the purchase and installation of the system.

**Project Justification:**  
Additional chloramine injected into City Water supply will maintain the quality of water the City provides to its residents.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	74,812	-	-	-	-	-	74,812
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>74,812</b>	-	-	-	-	-	<b>74,812</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	24,812	-	-	24,812
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	50,000	-	-	50,000
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	<b>74,812</b>	-	-	<b>74,812</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

**Additional Information:**  
Capital and operating expenses are partially reimbursable from Manatee County per Interlocal Potable Water Agreement.





# CITY OF PALMETTO 2023-2024 BUDGET

## Meter Replacement Program

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	City Wide
Department:	Public Works
Account Number:	432-633-664.0100-2028
Project Code:	2028
Status:	New Project
Project Type:	Recurring Project

### Project Description:

In Fiscal Year 2013, the City underwent a transition to telemetry water meters. This project will involve large scale testing of the meters and facilitate replacement as necessary.

### Project Justification:

This project will allow for enhanced testing and rapid replacement of meters not performing to a satisfactory level. By dedicating funds to prioritize this process rather than performing the task piecemeal as part of the operating budget the process will be expedited and benefits of deployment of new/improved meters.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
<b>Totals</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>1,200,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	-	-
2024 Revenue	-	-	-	99,711	-	-	99,711
Fund Balance	-	-	-	100,289	-	-	100,289
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Additional Information:



**CITY OF PALMETTO  
2023-2024 BUDGET**

Palmetto Area Reuse System (PARS)

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
-----------------------------	------------	----------	----------------	--------	--------------------	-----------------------

Location:	City Wide
Department:	Public Works
Account Number:	460-660-663.0000-2060
Project Code:	2060
Status:	Continuing Project
Project Type:	Recurring Project



<b>Project Description:</b>
This project consists of the installation of reuse lines throughout the City.
<b>Project Justification:</b>
This project will allow the installation of reuse lines to smaller subsections of the City based upon the discretion of the PW Director and Commission. Larger areas would be presented as a project of their own.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	32,438	25,000	25,000	25,000	25,000	25,000	157,438
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>32,438</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>157,438</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	32,438	32,438
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,438</b>	<b>32,438</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Additional Information:</b>
As the City's reclaim water system is nearly fully built out resources are reallocated for upkeep and maintenance rather than construction.





**CITY OF PALMETTO  
2023-2024 BUDGET**

UV System Upgrade - WWTP

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
-----------------------------	------------	----------	----------------	--------	--------------------	-----------------------

Location:	City Wide
Department:	Public Works
Account Number:	460-660-663.0000-2264
Project Code:	2264
Status:	Continuing
Project Type:	Non-Recurring Project

Project Description:  
This project consists of the installation of an UV System at the Waste Water Treatment Plant.

Project Justification:  
This project will allow for the improved treatment of reclaimed water.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	1,800,000	-	-	-	-	-	1,800,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>1,800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,800,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	-	-	500,000	500,000
2024 Revenue	-	-	-	-	-	70,142	70,142
Fund Balance	-	-	-	1,029,858	-	200,000	1,229,858
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,029,858</b>	<b>-</b>	<b>770,142</b>	<b>1,800,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Additional Information:



**CITY OF PALMETTO  
2023-2024 BUDGET**

Ward 1 Phase III

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	Ward 1
Department:	Public Works
Account Number:	301-607/432-632/432-633/440-640/460/660-663.0000-9039
Project Code:	9039
Status:	Continuing Project
Project Type:	Non-Recurring Project

**Project Description:**  
To add reclaimed water service, improve and/or replace existing potable water lines, fire hydrants, gravity sewer lines, lift station upgrades, manholes, sidewalks and road restoration.

**Project Justification:**  
Updating the infrastructure by eliminating the older material and improving the roads and sidewalks to meet today's ADA standards.



Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	-	-	-	-	-	-	-
Construction	5,000,000	-	-	-	-	-	5,000,000
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>5,000,000</b>	-	-	-	-	-	<b>5,000,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	1,427,431	2,733,809	581,607	257,153	5,000,000
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	<b>1,427,431</b>	<b>2,733,809</b>	<b>581,607</b>	<b>257,153</b>	<b>5,000,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<b>Additional Information:</b>



# CITY OF PALMETTO 2023-2024 BUDGET

## Ward 1 Phase IV

Long Term Goal Achievement:	Appearance	Services	Infrastructure	Safety	Economic Stability	Historic Preservation
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Location:	10th St W to 7th St W, 3rd Ave W, to 5th Ave W
Department:	Public Works
Account Number:	432-633/440-640-663.0000-2271
Project Code:	2271
Status:	Continuing Project
Project Type:	Non-Recurring Project



<b>Project Description:</b>
This project consists of engineering related to the eventual replacement of stormwater, potable water utilities as well as roadways and sidewalks.
<b>Project Justification:</b>
The replacement of water/sewer/stormwater utilities in additional to paving will improve the level of service provided and will help to maintain a safer roadway.

Annual Project Costs:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Engineering	500,000	-	-	-	-	-	500,000
Construction	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	<b>500,000</b>	-	-	-	-	-	<b>500,000</b>

FY 2024 Funding Provided By:	General Fund	Road and Bridge	Capital Projects Fund	Water & Sewer	Stormwater	Reuse	Total
2023 Funding	-	-	-	450,000	50,000	-	500,000
2024 Revenue	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-
Grants/Loans	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	<b>450,000</b>	<b>50,000</b>	-	<b>500,000</b>

Operating Budget Impact:	Fiscal Yr. 24	Fiscal Yr. 25	Fiscal Yr. 26	Fiscal Yr. 27	Fiscal Yr. 28	Future	Totals
Personnel	-	-	-	-	-	-	-
Material & Supplies	-	-	-	-	-	-	-
Repair & Maintenance	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-	-	-

<b>Additional Information:</b>



**CITY OF PALMETTO, FLORIDA  
2023-2024 BUDGET**

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## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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### GLOSSARY OF TERMS

**Account Number** - In accordance with the state chart of accounts, each class of asset, liabilities, equity, expenditures and revenues is assigned a specific account number for use within the City's accounting system. Account numbers are made up of three or four elements – Fund number, Cost Center/function, Object code and Project number (CIP and grants only)

**Accrual Basis of Accounting** - The “basis of accounting” refers to when a transaction is recognized. In the accrual basis of accounting, revenues are recognized when they are earned, and expenses are recognized when they are incurred.

**Adopted Budget** – The City budget that is formally approved by the City Commission.

**Ad Valorem** – A tax that is based on the “taxable value” of property. The tax is calculated by multiplying the millage rate (set by the taxing authority) by the taxable value of the property.

**Allocate** – To divide a lump-sum appropriation that is designated for expenditure by specific organizational units and/or specific purposes or activities.

**Amended Budget** – The adopted City budget that has been formally amended/adjusted by the City Commission by resolution.

**ARPA** – **American Recovery Plan Act** - Pub L. No. 117-2 (March 11, 2021), is a US\$1.9 trillion economic stimulus bill passed by the 117th United States Congress and signed into law by President Joe Biden on March 11, 2021, to speed up the country's recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession.

**ADA** – **Americans with Disabilities Act** – A congressional act, passed in January, 1990, designed to establish a clear and comprehensive prohibition of discrimination on the basis of disability.

**ACFR** – **Annual Comprehensive Financial Report** – A complete set of financial statements published soon after the close of each fiscal year by each general-purpose local government in conformity with GAAP and audited in accordance with generally accepted auditing standards.

**Appropriation** – An authorization granted by the City Commission to make expenditures and to incur obligations for purposes specified in the Budget Resolution.

**Assessed Valuation** – A valuation set upon property by the County Property appraiser as a basis for levying taxes.

**Asset** – Resource owned or held by a government that possesses monetary value.

**Available Fund Balance** – Funds remaining from the prior year, which are available for appropriation and expenditure in the current year.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Balanced Budget** - Total anticipated revenues plus any portion of fund balance that is designated as a budget-funding source shall equal, or be greater than, total estimated expenditures for each fund.

**Budget** – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal period.

**Budgetary Basis** - The basis of accounting used to estimate financing sources and uses in the budget. Generally, takes one of three forms: GAAP, cash, or modified accrual.

**Budget Hearing** – As required by law, the City Commission conducts two public hearings to receive and consider input from the public and to propose and adopt a millage rate and annual budget.

**Budget Message** – A general discussion of the adopted budget as presented in the Adopted Financial Plan by the City Clerk to the Mayor and City Commission.

**Capital Asset** – Acquired asset having a unit cost of at least \$2,000 and a useful life of more than one year.

**Capital Expenditure** – A category of budgetary appropriation that includes expenses for buildings, machinery and equipment and results in additions to a fixed asset inventory.

**Capital Improvement Budget** – The adopted budget to fund the capital improvement plan for the upcoming fiscal year.

**Capital Improvement Plan** – A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government's long-term needs.

**Capital Infrastructure Fund** – The adopted budget to fund the infrastructure capital improvement projects for the upcoming year.

**Cares Act** - designated for the community health response activities provided by the County, Constitutional Officers and all municipalities for costs incurred to respond to the COVID-19 pandemic.

**CDBG** – Community Development Block Grant – awarded from the Florida Department of Economic Opportunity. There are two types of grants; ED – Economic Development and NR – Neighborhood Revitalization. [Florida Small Cities Community Development Block Grant Program - FloridaJobs.org](https://www.floridajobs.org/cdbg)

**Charges for Services** – Revenue derived from charging fees for providing certain government services. These revenues can be received from private individuals or entities, or other governmental units. Charges for services include rental fees and contracted services as well as utility user fees for solid waste, water, sewer, stormwater and reuse fees.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Chloramine House** – a structure in a residential neighborhood that stores equipment to inject chlorine and ammonia to maintain a better residual in the water lines that are further away from the main source.

**CIP** – **Capital Improvement Plan** – A financial plan for construction of physical assets such as buildings, streets, sewers and recreation facilities. The plan extends over several future years indicating the beginning and ending date of each project, the amount to be expended in each year and the method of financing those expenditures.

**CPTED** – **Crime Prevention through Environmental Design** – A plan between the police department and the Community Redevelopment agency to establish guidelines and methods of reducing crime and blight in the CRA district.

**COLA** – **Cost Of Living Adjustment** – An upward adjustment in salary levels to offset the adverse effect of inflation on employee compensation.

**Collective Bargaining Agreement** - A legal contract between the employer and a verified representative of a recognized bargaining unit for specific terms and conditions of employment (e.g., hours, working conditions, salary, fringe benefits, and matters affecting employees' health and safety)

**Contract Services** - Services rendered to a government by private firms, individuals, or other governmental agencies; i.e., utilities, rent, maintenance agreements, and professional consulting services

**Cost Center** – An organizational operating unit within the City responsible for a function of the City. Examples: City Clerk, City Attorney, Public Works Administration, Water, Sewer etc.

**CRA** – **Community Redevelopment Agency** – An agency established by the City Commission to allow tax increment financing and to implement provisions to rehabilitate the redevelopment area. The agency cooperates with the private sector to attract long-term, financially sound projects that will generate new employment opportunities while protecting the City's unique character and charm. [Community Redevelopment Agency of The City of Palmetto, Florida | City of Palmetto, FL - Official Website \(palmettofl.org\)](https://www.palmettofl.org)

**Culture and Recreation** – A category of services provided by a government for facilities and activities such as parks.

**Debt Service** – The payment of principal and interest on borrowed funds such as bank loans and capital leases.

**Deficit** – The excess of expenditures over revenues during an accounting period or the excess of the liabilities of a fund over its assets.

**Department** – A major work unit or functional unit having related activities aimed at accomplishing a major service or regulatory program for which the City is responsible. i.e. City Clerk, Public Works, Police Department and CRA

**Depreciation** – The decrease in value of physical assets due to use and the passage of time.





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Encumbrance** – An amount of money committed for the payment of goods and services not yet received or paid for, usually supported by an outstanding purchase order.

**Enterprise Fund** – A self-supporting fund designed to account for activities supported by user fees such as Solid Waste, Water, Sewer, Stormwater and Reuse Funds.

**EQ Basin or Equalization Basin** – a structure located at the Waste Water Treatment Plant. The basin equalizes the flow of sewage to balance out the designated process parameters.

**Fines and Forfeitures** – Fines and forfeits are derived from penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations and for neglect of official duty. These revenues include court fines, confiscated property and parking violations.

**FGFOA** – Florida Government Finance Officers Association – Florida Government Finance Officers Association (FGFOA) was founded in 1937 and serves more than 2,800 professionals from state, county and city governments, school districts, colleges and universities, special districts, and private firms. <https://www.fgfoa.org>

**FMIT** - Florida Municipal Insurance Trust – is the state-wide advocacy association for the cities, towns and villages of Florida. The FMIT, governed by elected officials, is a non-assessable local government risk-sharing pool. It provides insurance services for approximately 500 public entities in Florida, of which over 250 are municipalities. Provides the City insurance coverage for group health, property, liability, auto and worker's compensation.

**Fiscal Year (FY)** – Any period of 12 consecutive months designated as the budget year. The City's fiscal year begins October 1 and ends September 30, the same as the Federal Government.

**Fixed Asset** – Long-lived tangible asset obtained or controlled as a result of past transactions, events or circumstances. Fixed asset includes land, buildings, equipment, and infrastructure. Also called Capital Assets

**Franchise Fee** – A fee assessed on a business, usually a public utility, in return for granting the business the exclusive right to operate in public rights of way inside the City limits. The City of Palmetto has negotiated franchise agreements for electric, cable television, and telephone service.

**Fringe Benefits** – For budgeting purposes, fringe benefits are employer payments for social security, retirement, group health and life insurance.

**FTE** - **F**ull-**T**ime **E**quivalent – An employee position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example a part-time position of 20 hour per week would be equivalent to 0.5 FTE.





## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Fund** – An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance** – The resources available for appropriation in accordance with the prescribed basis of budgeting. Accordingly, only undesignated and/or unencumbered resources are considered fund balance for budget purposes.

**Fund Type** – Any of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service and trust. The City of Palmetto has six of the seven types with no debt service fund.

**GAAP** – **G**enerally **A**ccepted **A**ccounting **P**riniples – Uniform standards and guidelines for financial accounting and reporting. These standards govern the form and content of the basic financial statements of an entity. These acceptable practices are modified from time to time. GAAP guidance is provided from various sources. The Governmental Accounting Standards Board (GASB) issues authoritative statements, interpretations of statements, technical bulletins, implementation guides and concept statement of position. The American Institute of CPA's issues audit and accounting guides and statements of position.

**GASB** – **G**overnmental **A**ccounting **S**tandards **B**oard – Organized in 1984 by the Financial Accounting Foundation, the Board was created to establish standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities. <https://www.gasb.org>

**General Fund** – Used to account for all governmental functions not required to be separately recorded by laws or governmental policy. Most of the essential governmental services such as police protection, street and highway maintenance, landscape maintenance, neighborhood services and general administration are provided by the General Fund.

**General Government** – A major class of services provided by the legislative, judicial and administrative branches for the benefit of the public and the governmental body as a whole.

**Goal** – A broad statement of intended accomplishment or a description of a general condition deemed desirable.

**GFOA** – **G**overnment **F**inance **O**fficers **A**ssociation – A professional association of state/provincial and local finance officers in the U.S. and Canada whose ultimate mission is the sound management of government financial resources. <https://www.gfoa.org>

**Governmental Funds** – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds. The City does not have debt service or permanent funds.

**Grant** – Contribution or gift of cash or other asset from another government or agency to be used or expended for a specified purpose, activity or facility.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Homestead Exemption** – A deduction from the taxable value of property occupied by the owner in the State of Florida. The exemption is currently \$50,000 for all property owners who qualify. The first \$25,000 in property value is exempt from all property taxes, including school district taxes. The additional \$25,000 exemption is available for non-school taxes and applies only to the assessed value between \$50,000 and \$75,000. <https://floridarevenue.com/property/documents/pt113.pdf>

**Impact Fee** - A fee charged to a developer or individual to fund the future cost of improvements associated with the development's impact on various City services; charged as a condition for obtaining a building permit.

**Infrastructure** – A government's public support structure such as streets, roads, water and sewer lines.

**Infrastructure Sales Tax** – Half-Cent sales tax voted and approved by Manatee County voters in November, 2016 for governmental capital improvements in the area of transportation, public safety, parks and community facilities.

**Interfund Transfer** – Transfer of resources from one fund to another fund in the same government. Transfers are not repayable and do not constitute payment or reimbursement of goods provided or services performed.

**Intergovernmental Revenue** – Revenue received from Federal, State and other government sources including grants and shared revenues.

**Internal Service Fund** – A type of fund designed to account for the financing of goods or services provided by one department for other departments within the City. Goods and services furnished are billed at cost plus an overhead factor designed to cover the indirect expenses of the fund.

**Investments** – Securities, certificates of deposits, real estate and other items held for the production of revenues in the form of interest, dividends, rentals, or lease payment.

**Levy** – to impose taxes to support government activities.

**LOS – Level Of Service** – An indicator of the extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility.

**Licenses and Permits** – Revenues derived from the issuance of local licenses and permits including professional and occupational licenses, building permits and other miscellaneous permits.

**Line Items**– The classification of objects of expenditure (object codes) by major expense category.

**Local Option Fuel Tax** – The Local Option Fuel Tax is a tax levied at the county level and passed through to the city based on sales per gallon of fuel.

**Long-Term Debt** – Debt with a maturity of more than one year after the date of issuance.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Major Fund -** Governmental fund or enterprise fund reported as a separate column in the basic fund statements and subject to a separate opinion in the independent auditor's report.

**Manatee County Property Appraiser –** A county elected officer whose primary mission is to provide taxpayers and taxing districts within the county with accurate, reliable and timely valuation of all property subject to ad valorem tax. <https://www.manateepao.gov>

**Manatee County Tax Collector –** A county elected officer whose primary responsibility is the collection of ad valorem taxes and other taxes at the local level such as taxes imposed by special levying districts and state agencies. [Manatee County Tax | Property Tax Website \(taxcollector.com\)](https://www.manateetaxcollector.com)

**Mill –** The equivalent of one one-thousandth of a U.S. dollar –or- \$1 per \$1,000 of taxable property value.

**Millage Rate –** The tax rate on real property, established by a governmental body authorized by law to impose ad valorem taxes. Rate is presented as 1.000 mill –or- 1.000 dollar per \$1,000 of taxable property value.

**Miscellaneous Revenue –** Revenue not otherwise specified under Taxes, Licenses and Permits, Intergovernmental, Charges for Services, or Fines and Forfeits. They include rents, proceeds from asset sales, refunds and other non-classified revenues.

**Mission –** A clear and concise statement that declares the fundamental purpose of a department/program toward which all operational efforts are directed.

**Modified Accrual Basis of Accounting –** The “basis of accounting” refers to *when* a transaction is recognized. In the modified accrual basis of accounting, revenues are recorded when measurable and available, and expenditures are recorded when the services or goods are received and the liabilities are incurred.

**Municipal –** Relating to a city or town or its governing body.

**Non-Revenue/Fund Balance –** Items such as one time expense, reserves for contingency or use of fund balance for capital projects

**Object Code –** Account to which an expense or expenditure is recorded in order to accumulate and categorize the various types of payments that are made. These are normally grouped into Personal Services, Operating Supplies, Capital Outlay, and Other for budgetary analysis and financial reporting purposes.

**Objective –** Desired output-oriented accomplishments that can be measured and achieved within a given time frame.

**Operating Budget –** Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Operating Costs** – Expenses for such items as expendable supplies, contractual services, and utilities.

**Ordinance** – A formal legislative enactment by the City Commission or governing body of a municipality. If it is not in conflict with any higher form of law such as a statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

**Performance Measurement** – A managerial process for determining how a program is accomplishing its mission, goals, and objectives through the delivery of products, services, or processes. Performance measurement is a systematic process of evaluating outcomes of specific government programs and services that are delivered to customers with respect to efficiency and effectiveness.

**PC&L** – **Property Casualty** and **Liability** insurance protecting the City's assets.

**PBA** - Police Benevolent Association - A professional association, funded by membership dues, provides legal, disciplinary and other representation to officers who are members.

**Personal Services** – Expenditures for salaries/wages and benefits (social security, medical/dental/life/workers' compensation insurance and retirement, etc.) provided for employees by the City.

**Physical Environment** – A major category of services provided by a government for the purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment. Included in this category are water/sewer services, solid waste services, stormwater and reuse utilities.

**Prior Year Encumbrance** – Obligation from a previous year in the form of a purchase order or contract which is chargeable to a n appropriation, and for which a part of the current year appropriation is reserved. It ceases to be an encumbrance when the obligation is paid or otherwise terminated.

**Program** – A program is a distinct, clearly defined activity, function, or organizational unit that is budgeted as a sub-unit of a department. A program budget utilizes the separate program budget as its basic component.

**Proposed Budget** – The budget proposed by the City Clerk to the City Commission for adoption.

**Proprietary Fund** – A type of fund that accounts for governmental operations that are financed and operated in a manner similar to private business enterprises. Proprietary fund types used by the City include the Enterprise and Internal Services Funds.

**Public Safety** – A major category of services provided by a government for the security of persons and property. This includes Police Services, Building, Planning and Zoning and Code Enforcement.

**Reclassification** – The moving of an existing position from one personnel classification (title) to another.

**RIF** – **Reduction In Force** occurs when an organization reduces the number of employees through lay-offs as a cost saving measure.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**Reserve Account** – An account that records the portion of the fund balance which is segregated for future use and is not available for further appropriation or expenditure.

**Resolution** – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

**Resources** – Total amounts available for appropriation, including estimated revenue, fund transfers and beginning fund balances.

**RFP** – **Request For Proposal** – A procurement process also known as “Competitive Sealed Proposals” and is used when the requirements are not clearly known. A public request is made by the government for sealed proposals for a particular need.

**Rolled-Back Rate** – Under Florida law as property values are increased each year by the property appraiser due to inflation, the City property tax rate is automatically reduced proportionately so that the City does not automatically derive additional revenue. All property tax rate changes are calculated using the rolled-back rate as the base. However, if property values are reduced due to economic conditions, the rolled-back rate can become higher than the applicable millage rate.

**SWFWMD** – **Southwest Florida Water Management District** – A sixteen county agency, established by state statute and directed by a governing board, to manage water and related natural resources to ensure their continued availability while maintaining the balance between the water needs of current and future users.

**Special Revenue Fund** – A fund to account for revenue derived from specific sources that are restricted by law or policy to finance specific activities. CRA is the City’s special revenue fund.

**Sundry Assets** - Long-lived tangible asset obtained or controlled as a result of past transactions, events or circumstances at a cost between \$500 and \$2,000 per unit cost. These assets are not depreciated or capitalized but are tracked for the security of the asset and include items such as computers and other small equipment items.

**TIF** – **Tax Increment Financing** – A mechanism for using property taxes to stimulate investment in economically depressed areas. This involves identifying the depressed areas, then, reinvesting property taxes generated as a result of new construction in projects designed to further enhance the area’s economic vitality. TIF dollars are received by CRA of Palmetto.

**Tax Revenue** – Revenue derived by charges levied against the income or wealth of a person or other legal entity.

**TRIM** – **Truth In Millage** – One of many provisions of state legislation enacted in 1980 to direct taxpayer concerns regarding taxes to the appropriate public bodies. The county property appraiser is required, in August of each year, to prepare and deliver to each taxpayer a notice of proposed property taxes, known as TRIM Notice, for the upcoming year.

**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.



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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**User Charges (Fees)** – The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**Women's Club** – Built in 1930, the building was added to the National Register of Historic Places in March 1986. [Women's club History](#)



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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<u>Acronym</u>	<u>Description</u>
ACFR	Annual Comprehensive Financial Report
ADA	Americans with Disabilities Act
ARPA	American Recovery Plan Act
AG	Agricultural Museum
AP	Accounts Payable
BOA	Bank of America
BS&A	BS&A Software
CBIR	Community Budget Issue Requests (DEP Grant Program)
CDBG	Community Development Block Grant
CE	Code Enforcement
CEB	Code Enforcement Board
CEO	Code Enforcement Officer
CEU	Continuing Education Units
CGFO	Certified Government Finance Officer (Florida)
CH	City Hall
CID	Criminal Investigation Division
CIP	Capital Improvement Program
COP	City of Palmetto
COLA	Cost of Living Adjustment
CPIP	Community Policing and Innovation Plan
CPTED	Crime Prevention Through Environmental Design
CRA	Community Redevelopment Agency
DEP	Department of Environmental Protection
DROP	Deferred Retirement Option Plan
EAP	Employee Assistance Program
EDC	Economic Development Council
EEOC	Equal Employment Opportunity Commission
EMO	Elected Municipal Official
EMS	Emergency Medical Services
FACC	Florida Association of City Clerks
FACE	Florida Association of Code Enforcement
FDOT	Florida Department of Transportation
FECC	Florida Energy and Climate Commission
FEMA	Federal Emergency Management Agency
FGFOA	Florida Government Finance Officers Association
FICA	Federal Insurance Contributions Act
FLOC	Florida League of Cities
FPCA	Florida Police Chiefs Association
FPL	Florida Power and Light
FRDAP	Florida Recreation Development Assistance Program
FTE	Full-Time Equivalents
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Global Information System
GPS	Global Positioning System
HRN	Human Resource Network
I&I	Inflow and Infiltration
IACP	International Association of Chiefs of Police



## CITY OF PALMETTO, FLORIDA 2023-2024 BUDGET

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<u>Acronym</u>	<u>Description</u>
IT	Information Technology
LAP	Local Agency Program (Grants from FDOT)
LOS	Level of Service
MLK	Martin Luther King
MMEC	Multi-modal Enhancement Corridor
NIGP	National Institute of Governmental Purchasing
NPDES	Nation Pollutant Discharge Elimination System
OPEB	Other Post Employment Benefits
PBA	Police Benevolent Association
PD	Police Department
PDA	Personal Data Assistant
PW	Public Works
RFP	Request for Proposal
RIF	Reduction in Force
SWFGFOA	Southwest Florida Government Finance Officers Association
SWFWMD	Southwest Florida Water Management District
TIF	Tax Increment Financing
TRIM	Truth in Millage
TRIP	Transportation Regional Incentive Program
UPS	Uninterruptible Power Supplies
WCIND	West Coast Inland Navigation District
WM	Waste Management
WWTP	Waste Water Treatment Plant