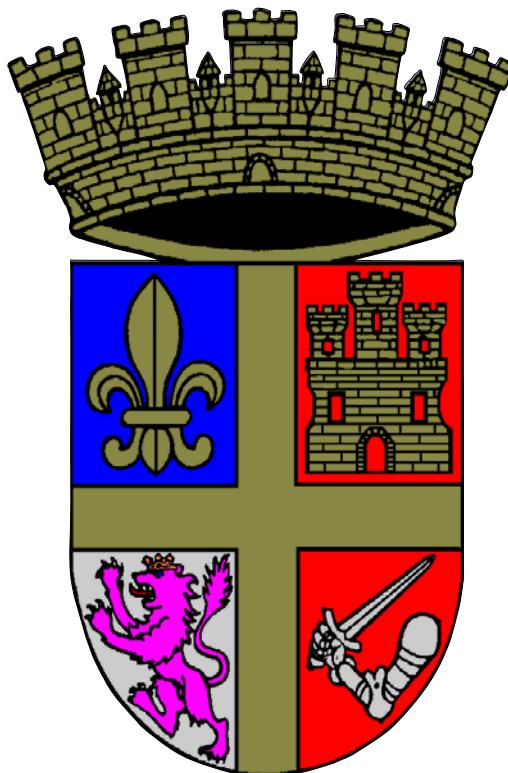


CITY OF ST. AUGUSTINE

PROPOSED BUDGET
FISCAL YEAR 2008-09



CITY COMMISSION BUDGET WORKSHOP

AUGUST 19, 2008
9:00 A.M.

CITY OF ST. AUGUSTINE

COMMISSION — MANAGER FORM OF GOVERNMENT

CITY COMMISSION

MAYOR.....	JOSEPH L. BOLES
VICE MAYOR.....	DONALD A. CRICHLLOW
COMMISSIONER.....	SUSAN M. BURK
COMMISSIONER.....	ERROL D. JONES
COMMISSIONER.....	GEORGE R. GARDNER

APPOINTED OFFICIALS

CITY MANAGER.....	WM. B. HARRISS
CITY ATTORNEY.....	RONALD W. BROWN
CITY CLERK.....	KAREN J. ROGERS

CITY ADMINISTRATIVE STAFF

CHIEF ADMINISTRATIVE OFFICER.....	TIMOTHY A. BURCHFIELD, C.P.A
CHIEF OPERATIONS OFFICER.....	JOHN P. REGAN, P.E.
CITY COMPTROLLER.....	MARK R. LITZINGER
DIRECTOR, GENERAL SERVICES.....	JAMES C. PIGGOTT
DIRECTOR, HERITAGE TOURISM.....	WILLIAM R. ADAMS, PH.D.
DIRECTOR, PUBLIC AFFAIRS.....	PAUL K. WILLIAMSON
DIRECTOR, PUBLIC WORKS.....	MARTHA S. CAMPBELL
FIRE CHIEF.....	MICHAEL S. ARNOLD
POLICE CHIEF.....	LORAN K. LUEDERS

**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

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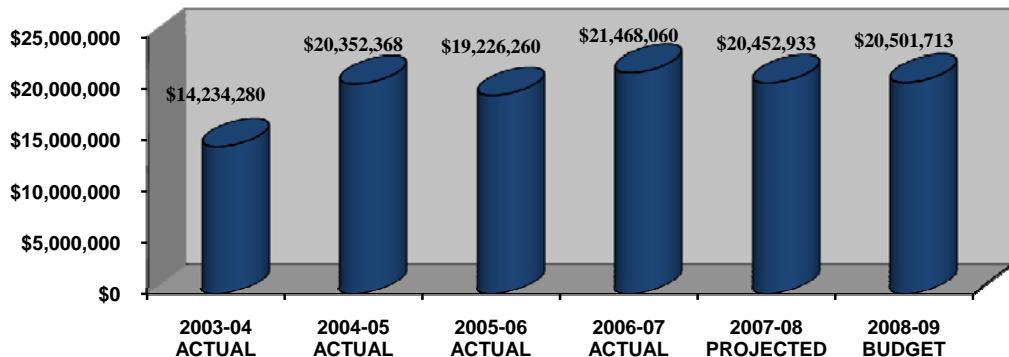
**CITY OF ST. AUGUSTINE
GENERAL FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	2007-08 BUDGET	2007-08 PROJECTED	2008-09 PROPOSED BUDGET
TOTAL REVENUES	\$ 24,366,399	\$ 24,492,267	\$ 23,850,637
TOTAL EXPENDITURES	\$ 24,366,399	\$ 24,384,347	\$ 23,850,637
SURPLUS/(DEFICIT)	\$ -	\$ 107,920	\$ 0

**CITY OF ST. AUGUSTINE
GENERAL FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	GENERAL FUND REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
311.00	AD VALOREM TAXES	10,562,917	10,580,931	10,668,148
312.00	SALES AND USE TAX	1,143,721	1,102,553	1,160,944
313.00	FRANCHISE FEES	1,247,000	1,358,578	1,321,000
314.00	UTILITY SERVICE TAXES	695,000	720,831	720,000
315.00	COMMUNICATION SERVICE TAX	999,134	881,448	885,362
321.00	OCCUPATIONAL LICENSES	148,000	146,968	146,000
322.00	BUILDING AND SIGN PERMITS	316,000	292,962	264,000
329.00	OTHER PERMITS AND LICENSES	62,250	76,025	50,700
331.00	FEDERAL GRANTS	466,775	290,907	279,233
334.00	STATE GRANTS	25,000	65,217	59,921
335.00	STATE REVENUE SHARING	1,780,266	1,656,244	1,702,580
338.00	COUNTY REVENUE SHARING	30,000	28,000	28,000
341.00	GENERAL GOVT. SERVICE FEES	42,300	47,784	46,960
342.00	PUBLIC SAFETY	641,000	666,219	665,800
344.00	PARKING FEES	446,500	641,904	690,676
351.00	COURT FINES AND FORFEITURES	47,000	62,257	34,000
354.00	VIOLATIONS OF LOCAL ORDINANCE	31,500	25,927	25,500
359.00	PARKING FINES AND FORFEITURES	251,500	264,326	265,700
361.00	INTEREST EARNINGS	390,000	273,565	275,000
362.00	RENTAL INCOME	633,378	813,814	837,347
363.00	SPECIAL ASSESSMENTS	0	33,319	0
364.00	SALES\COMP. FOR LOSS -FIXED ASSETS	20,000	100,527	40,000
365.00	SALE OF SURPLUS MATERIALS	20,000	3,345	5,600
366.00	PRIVATE CONTRIBUTIONS	4,000	12,804	0
368.00	REIMBURSEMENTS	0	0	0
369.00	OTHER MISCELLANEOUS REVENUE	323,824	306,478	329,241
TOTAL GENERAL FUND REVENUE:		20,327,065	20,452,933	20,501,713

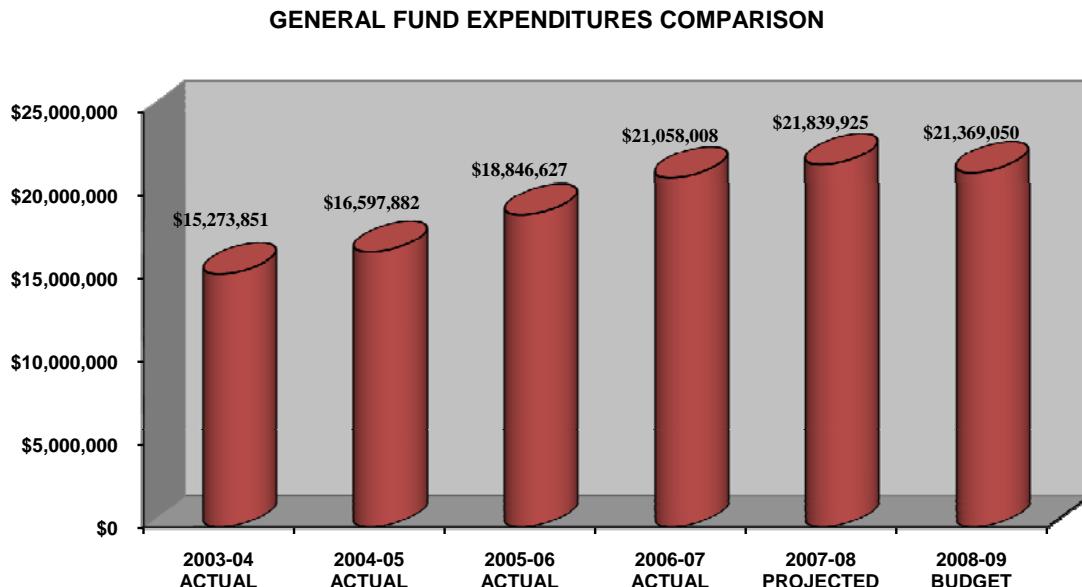
GENERAL FUND REVENUE COMPARISON



**CITY OF ST. AUGUSTINE
GENERAL FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	GENERAL FUND EXPENDITURES	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
511.10	CITY COMMISSION	154,915	144,523	144,027
512.10	CITY MANAGER	616,102	612,894	628,553
512.20	CITY CLERK	183,274	179,654	185,505
514.20	CITY ATTORNEY	353,024	571,024	374,682
513.10	F.B.M. ADMINISTRATION	247,115	244,004	263,821
513.11	ACCOUNTING	234,609	232,864	242,296
513.12	PARKING	437,722	444,604	471,761
513.14	CUSTOMER SERVICE	436,137	409,216	425,414
513.24	INFORMATION TECHNOLOGY	417,909	405,987	400,597
513.20	GENERAL SERVICES ADMINISTRATION	254,665	248,387	256,216
513.22	PURCHASING	308,638	293,351	319,425
513.23	HUMAN RESOURCES	335,125	325,121	302,289
519.10	FLEET OPERATIONS	413,096	399,654	415,515
519.89	FACILITIES MANAGEMENT GROUP	1,290,777	1,275,680	1,180,559
519.90	RISK MANAGEMENT	1,282,650	1,285,638	1,183,040
513.21	PROPERTY SERVICES	907,770	880,048	917,206
539.21	FACILITY OPERATIONS	709,764	670,549	601,050
574.90	PUBLIC AFFAIRS	552,799	549,678	534,402
539.10	PUBLIC WORKS ADMINISTRATION	187,126	190,839	196,448
539.22	PARKS	1,436,590	1,433,268	1,186,112
539.30	ENGINEERING	570,121	562,682	580,978
541.10	STREETS	1,289,572	1,278,364	1,115,076
541.90	STREET LIGHTS	220,188	220,953	238,030
515.10	PLANNING & BUILDING ADMINISTRATION	320,687	341,360	331,239
515.15	PLANNING	235,542	235,376	251,647
524.10	BUILDING/CODE ENFORCEMENT	313,495	347,053	374,238
539.40	ARCHAEOLOGY	136,425	131,433	136,641
521.10	POLICE ADMINISTRATION	541,312	479,712	546,539
521.11	DISPATCH AND COMMUNICATION	600,258	587,421	629,338
521.12	INVESTIGATION	439,566	406,432	443,925
521.13	PATROL	3,284,657	3,322,291	3,370,092
521.14	POLICE TRAINING	135,831	126,851	131,925
521.15	POLICE RECORDS	194,585	203,227	212,073
522.10	FIRE ADMINISTRATION	188,927	193,246	200,918
522.11	PREVENTION	112,281	110,174	112,628
522.12	FIRE FIGHTING	2,507,179	2,496,367	2,464,845
TOTAL GENERAL FUND EXPENDITURES:		21,850,433	21,839,925	21,369,050

**CITY OF ST. AUGUSTINE
GENERAL FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**



	GENERAL FUND SUMMARY	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
	TOTAL REVENUES	20,327,065	20,452,933	20,501,713
	TOTAL EXPENDITURES	21,850,433	21,839,925	21,369,050
	INTERFUND TRANSFERS FROM/(TO)	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
382.00	ADMIN AND SUBSIDY TRANSFERS	2,675,852	2,675,852	2,306,130
387.00	OPERATING TRANSFERS	938,710	938,710	863,791
388.00	OTHER TRANSFERS	424,772	424,772	179,003
582.00	DEBT SERVICE TRANSFERS	(889,133)	(889,133)	(730,898)
587.00	OPERATING TRANSFERS	(830,388)	(858,844)	(967,732)
588.00	OTHER TRANSFERS	(796,445)	(796,445)	(782,957)
	TOTAL INTERFUND TRANSFERS:	1,523,368	1,494,912	867,337
	TOTAL GENERAL FUND EXCESS/(DEFICIT):	0	107,920	0

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	City Commission									
DIVISION:	City Commission									
DIVISION SUMMARY										
<p>The City Commission is responsible for setting the policies for the operation of the City. The Commission passes ordinances and resolutions that establish and set the standards that maintain the quality of life throughout the city. The Commission also provides necessary leadership and direction to the administrative staff.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Committed to support the "America's Road Home Statement of Principles and Action" to end chronic homelessness. 2. Accepted the donation of a bronze sculpture: Fragment No. 8 from Ex Nihilo the central of tympanum of the Washington National Cathedral. 3. Began preliminary planning and preparation of the City's 450th Celebration, and the establishment of a list of prospective stakeholders as possible benefactors for funding of the events. 4. Strengthened Sister City relations with Aviles, Spain. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$71,352	\$76,808	\$80,727	\$83,259	\$85,171					
OPERATING EXPENSES	53,561	94,232	57,070	61,264	58,856					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$124,913	\$171,040	\$137,797	\$144,523	\$144,027					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	City Manager									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Office of the City Manager is responsible for the complete administrative management of the services and programs provided throughout the City. The Administration Division assists the Commission with information and recommendations regarding matters within the City. The City Manager provides guidance and leadership to all City departments in their operations.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Managed and directed the daily operation of all City departments. 2. Negotiated a new franchise renewal agreement with Florida Power & Light for the right to provide electrical service within the City in exchange for the payment of fees. 3. Through the successful annexation of property, expanded the City limits and increased the City's future tax base. 4. Successfully implemented budget cuts caused by the passage of Amendment One and the eventual decrease of ad valorem taxes. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$529,977	\$587,526	\$536,785	\$566,341	\$583,667					
OPERATING EXPENSES	44,981	44,854	46,754	46,553	44,886					
CAPITAL EXPENSES	0	31,886	0	0	0					
DIVISION TOTALS	\$574,958	\$664,266	\$583,539	\$612,894	\$628,553					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	City Clerk									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division provides for the supervision, recording and transcription of City Commission meetings and minutes, as well as nine boards and committees established by the City Commission. The division also provides for the storage, retrieval, and destruction of all City records in accordance with State retention schedules and City needs. Other duties include supervision of public hearing notices, board appointments, legal ads, secretarial duties to the City Commission, and other matters provided for by City Charter and Code and State Statutes.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Coordinated the storage, and destruction of archived records - disposed of 134 boxes of archived records. 2. Electronically indexed and maintained electronic database of permanently stored records. 3. Recorded, transcribed and distributed meeting minutes for all City Commission meetings and all major City boards and committees. Also, provided secretarial services to the Mayor and City Commission. 4. Maintained ordinance, resolution, codification, street vacation, annexation and appeals indexes. 5. Submitted required ordinances for codification to Municode, maintained index and distributed codifications. 6. Hosted a six-hour Public Records Management Seminar presented by the Florida Department of State, State Library and Archives that was attended by 43 employees and NE District Municipal Clerks. 7. Researched, initiated and trained the Clerk's Office in a new audio/transcription procedure by Business Information Systems. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES	ACTUAL EXPENSES	ACTUAL EXPENSES	PROJECTED EXPENSES	PROPOSED BUDGET					
	04-05	05-06	06-07	07-08	08-09					
PERSONAL SERVICES	\$132,653	\$159,444	\$131,176	\$140,347	\$150,452					
OPERATING EXPENSES	35,829	30,384	33,698	39,307	35,054					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$168,482	\$189,828	\$164,874	\$179,654	\$185,505					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	City Attorney									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The City Attorney acts as the legal advisor for the City. The City Attorney is responsible for the preparation and determination of the legal sufficiency of contracts, bonds, and other documents the City may execute. Also, provides staff with legal opinions relative to matters concerning the City and represents the City in litigation upon the direction of the City Commission.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<p>1. Prepared, reviewed and/or provided advice on all legal documents and matters involving the City. 2. Provided daily, efficient in-house legal services to all City officials, departments, boards and employees.</p>										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$153,018	\$171,844	\$343,870	\$290,252	\$315,036					
OPERATING EXPENSES	224,715	225,584	216,299	280,772	58,046					
CAPITAL EXPENSES	0	0	0	0	1,600					
DIVISION TOTALS	\$377,733	\$397,428	\$560,169	\$571,024	\$374,682					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Finance, Budget and Management									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division consists of the City Comptroller and the Administrative Support Coordinator. This division provides administrative support and oversees the management of all other divisions in the department, which consists of the Accounting, IT, Customer Service and Parking Divisions.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Provided administration, guidance and leadership to all divisions within the department. 2. Received the Certificate of Achievement for Excellence in Financial Reporting Award for the 15th consecutive year. 3. Successfully managed the 2008-09 budget development process. 4. Provided financial support to all City departments and the City Commission. 5. Responded to citizens' requests for financial documentation. 6. Planned and implemented another phase of _____; the installation of parking stations and new meters. 7. Planned, designed and implemented the use of ParkNow cards. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$262,987	\$257,581	\$164,138	\$168,233	\$174,028					
OPERATING EXPENSES	91,973	91,651	101,853	75,771	89,793					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$354,960	\$349,232	\$265,991	\$244,004	\$263,821					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Finance, Budget and Management									
DIVISION:	Accounting									
DIVISION SUMMARY										
<p>The Accounting Division consists of the Financial Services Group Manager, Accountant II and Accountant Tech. The main duties of the Accounting Division are issuance of City vouchers and invoices, maintaining and balancing the general ledger and City bank accounts, the bi-weekly processing of payroll, the year-end audit and financial statement preparation.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Maintained accurate and timely accounting records for all City operations. 2. Performed a complete audit of all fixed assets in the City. 3. Successfully processed the bi-weekly payroll for over 360 employees. 4. Successfully managed the 2006-2007 worker's compensation audit. 5. Successfully managed a comprehensive sales tax audit by the Internal Revenue Service. 6. Successfully managed the 2006-2007 City audit and prepared the year-end Comprehensive Annual Financial Report (CAFR) in compliance with new governmental standards. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$44,556	\$36,164	\$157,221	\$190,667	\$196,806					
OPERATING EXPENSES	31,191	31,617	43,042	42,197	45,490					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$75,747	\$67,781	\$200,263	\$232,864	\$242,296					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Finance, Budget and Management									
DIVISION:	Parking									
DIVISION SUMMARY										
<p>The Parking Division is responsible for the monitoring of all on-street parking and public parking lots within the City. In all, the division monitors in excess of 3,500 parking spaces in the City. The division also maintains over 350 parking meters and 23 pay-stations.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Issued approximately 1500 tickets per month. 2. Began implementing new parking pay-station and metering system. 3. Collected over \$54,672 per month from parking meters and \$23,000 from pay stations. 4. Collected approximately \$20,000 per month in parking ticket fines. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$0	\$0	\$200,925	\$219,191	\$229,223					
OPERATING EXPENSES	0	0	224,130	225,413	242,538					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$0	\$0	\$425,055	\$444,604	\$471,761					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Finance, Budget and Management									
DIVISION:	Customer Service									
DIVISION SUMMARY										
<p>The Customer Service Division encompasses utility billing, business and regulatory tax receipt and animal licensing. The division is responsible for the monthly utility (water, sewer, storm-water, and refuse) billing of approximately 11,000 customers and annually issues 2,500 occupational licenses. Per month, Customer Service responds to an average of 2,500 customers in person and 6,000 customers on the telephone.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Continued to accomodate customers in the new Financial Servcies Center with the drive-up window and reserved parking in front of the building. 2. Continued accommodating customers by accepting applications by fax, credit card payments by phone and ACH bank draft payments. 3. Accurately processed utility payments and other finance items of over \$2,000,000 per month. 4. Accurately billed for over \$1,200,000 in utilities per month. 5. Counted over \$25,000 per month in parking meter coins. 6. Initiated outsourcing water bills in December 2007. 7. Began preparing for the acceptance of on-line payments. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$344,423	\$402,323	\$270,188	\$324,916	\$342,329					
OPERATING EXPENSES	218,398	262,522	109,507	84,300	83,085					
CAPITAL EXPENSES	9,656	92,376	0	0	0					
DIVISION TOTALS	\$572,477	\$757,221	\$379,695	\$409,216	\$425,414					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Finance, Budget and Management									
DIVISION:	Information Technology									
DIVISION SUMMARY										
<p>The Information Technology Division provides essential support to all departments of the City of St. Augustine in the areas of hardware, software, network management and daily operations. This includes police department utility billing, parking, code enforcement, CityView, Munis financial system, GIS and the City's personal computer network information system.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Retired the SCO Munis accounting server and installed a Windows-based Munis accounting server. 2. Expanded the COSA fiber optic network to the new Fleet Maintenance Building, and Water Treatment Plant expansion building. 3. Replaced Ocatel voicemail with Merlin Messaging Voicemail System. 4. Instrumental in implementing the new on-street and parking lot Pay & Display Stations, single space meters and the ParkNOW smartcard system. 5. Designed, programmed and tested Department of Motor Vehicles interface for TickeTrak vehicle ticketing system. 6. Implemented digital recording system for use in all official City meetings. 7. Implemented a fire truck laptop mapping and fire plan system. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$261,944	\$310,880	\$242,657	\$270,813	\$307,499					
OPERATING EXPENSES	29,042	112,159	83,342	96,204	91,398					
CAPITAL EXPENSES	0	30,065	35,417	38,970	1,700					
DIVISION TOTALS	\$290,986	\$453,104	\$361,416	\$405,987	\$400,597					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The General Services Administration Division is responsible for the management of all administrative matters pertaining to the operation of the department. Divisions within the General Services Department are the Municipal Marina, Purchasing, Fleet Operations, Facilities Management Group, Human Resources, Risk Management and the Administrative Services Group Manager. The Director of General Services oversees all the divisions and assures the needed assistance and cooperation of the department is provided to all other departments of the City.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Continued developing Harbor Mgt Plan and the permitting phase of constructing mooring fields. Held public workshops and pre-permitting meetings with DEP. Completed a Natural Resources Survey and Cultural Survey. 2. Completed the planning phase of Lighthouse Neighborhood Park and beginning the construction of restrooms/storage facility/concession stand at Pomar Park. 3. Processed and completed more than 1000 works orders. 4. In the processing of completing the site work for the new Fleet Maint and Warehouse Facility. 5. Completing the permitting process for the construction of a breakwater at the Municipal Marina. 6. Began selling retired City vehicles on GovDeals.com netting almost double what was made at City Auctions. 7. Removed more than 15 derelict vessels from our waterways. 8. Removed and replaced the floating dock at the lighthouse boat ramp. 9. Completed dredging near marker #15 on the San Sebastian to facilitate the navigation of vessels. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$0	\$53,765	\$211,889	\$227,597	\$235,965					
OPERATING EXPENSES	\$0	\$11,304	\$22,521	\$20,790	\$20,251					
CAPITAL EXPENSES	\$0	\$0	\$0	\$0	\$0					
DIVISION TOTALS	\$0	\$65,069	\$234,410	\$248,387	\$256,216					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Purchasing									
DIVISION SUMMARY										
<p>The Purchasing Division is responsible for purchasing all supplies, fuel, vehicles and equipment for the City. The division maintains inventory levels, processes invoices for payment, takes annual inventories and maintains fixed asset files. The division also facilitates all auctions of surplus assets.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Established a stronger vendor listing through on-line searches allowing more opportunity to accept better pricing on needed items. As of May 2008, approximately \$79,000 in savings has been realized. 2. Established credit card purchasing procedures permitting more flexibility to deal with 'one-time' and/or emergency purchases. 3. Established the City's link to GovDeals.com, which allows more flexibility in selling our surplus items. 4. Three employees completed an Excel course. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$247,574	\$272,246	\$321,042	\$269,983	\$292,047					
OPERATING EXPENSES	27,763	23,806	30,090	23,368	27,378					
CAPITAL EXPENSES	22,058	0	14,871	0	0					
DIVISION TOTALS	\$297,395	\$296,052	\$366,003	\$293,351	\$319,425					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Human Resources									
DIVISION SUMMARY										
<p>The Human Resources Division develops, interprets, coordinates and administers policies and programs for the hiring and selection of employees, labor contract and employee relations matters, wage and salary administration, safety and worker compensation controls, employee insurance and benefits, and compliance with employment related state and federal laws and regulations. The division also coordinates and administers the Insurance Division's property, casualty and liability program for the City.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Supported personnel actions taken by departments/divisions resulting in favorable outcomes for the City. 2. Began review and revision of all City personnel policies. 3. Successfully updated/negotiated firefighter contract. 4. Drafted updates for police and industrial contracts. 5. Coordinated Conduct-in-the-Workplace training for supervisors and managers. 6. Implemented improvements resulting in more efficiency and cost-effectiveness, i.e., reduced background check and pre-employment physical costs, and corrected incentive pays. 7. Continued short and long-term goals for the Human Resources Division. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$215,015	\$168,050	\$186,518	\$201,900	\$201,762					
OPERATING EXPENSES	79,110	115,334	121,403	123,221	100,527					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$294,125	\$283,384	\$307,921	\$325,121	\$302,289					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Fleet Operations									
DIVISION SUMMARY										
<p>The Fleet Operations Division is responsible for repairs and preventative maintenance of all vehicles and equipment assigned to various divisions within the City. The division maintains and compiles repair histories for evaluation of equipment suitability and value, as well as prepares vehicle and equipment specifications for bid documents.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Maintained 295 vehicles/equipment. 2. Facilitated the use of the fleet maintenance software program for the City supervisors. 3. Outside repairs went from 260 to 148. 4. Assisted the purchasing department with listing vehicles in an online auction. 5. Performed 179 inspections on franchised vehicles. 6. Maintained third-party examiner Commercial Driver's License (CDL) and performed six CDL tests for City employees. 7. Collaborated with St. Johns County to develop a new facility for CDL testing. 8. Facilitated a CDL training program for city employees. 9. Prepared specifications for all newly acquired vehicles. 10. As of May 19, 2008, processed 1,975 orders for the repair and maintenance of the City fleet. 11. Participated in the design of the new Fleet Operations and Warehouse facility. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$257,702	\$297,643	\$304,084	\$314,602	\$335,672					
OPERATING EXPENSES	48,463	59,921	59,614	61,004	71,843					
CAPITAL EXPENSES	0	41,944	29,720	24,048	8,000					
DIVISION TOTALS	\$306,165	\$399,508	\$393,418	\$399,654	\$415,515					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Facilities Management									
DIVISION SUMMARY										
<p>The Facilities Management Division is responsible for structurally maintaining all City-owned buildings, which include City Hall, Fire Stations No. 1 and No. 2, the Customer Service Facility, Water and Wastewater Treatment Plants and all other City-owned structures. The division provides for maintenance and construction of various City-owned properties including North City Gates, Pomar Park, St. Augustine Yacht Club, Downtown Plaza, Davenport Park, Red Cox Park, Events Field and all other City owned properties.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Completed renovation of the second floor City Hall Child Support Services conference room and office area into separate interview rooms. 2. Continued the final building construction, site work and landscaping on the new Fleet Ops/Warehouse Facility. 3. Completed office renovations to the Planning and Building Department. 4. Completed the new City employee lounge/break room areas and 5. Completed renovations of a fourth floor records review room. 6. Completed a new rest room building for the Lighthouse boating and park area. 7. Completed exterior painting and sealing of the City's municipal marina buildings. 8. Completed a steel deck extension for the marina dock office. 9. Installed a new ventilation system in the apparatus area of Fire Station #2. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$154,769	\$181,039	\$183,480	\$190,721	\$200,535					
OPERATING EXPENSES	490,282	426,585	790,611	1,011,044	980,024					
CAPITAL EXPENSES	25,999	83,679	147,072	73,915	0					
DIVISION TOTALS	\$671,050	\$691,303	\$1,121,163	\$1,275,680	\$1,180,559					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Risk Management									
DIVISION SUMMARY										
<p>The Risk Management Division provides for property, casualty and liability insurance programs of the City. The division provides professional consulting services relative to insurance policy analysis, review of types and levels of coverage, and assistance with requests for insurance proposals.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Completed property value review. 2. Obtained Workers Compensation premium discount of 2% for safety program. Revamped Safety Committee membership to increase line-staff involvement. 3. Completed review of automobile and inland marine schedules. 4. Health and Wellness Committee held 3rd Annual Health Fair. 5. Provided First Aid and CPR training. 6. Continued case management and loss control efforts on workers compensation claims. Re-activated Early Return to Work Program. 7. Processed all claims for and against the City. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$0	\$0	\$0	\$0	\$0					
OPERATING EXPENSES	820,219	866,946	1,229,079	1,285,638	1,183,040					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$820,219	\$866,946	\$1,229,079	\$1,285,638	\$1,183,040					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Property Services									
DIVISION SUMMARY										
<p>The Property Services Division is responsible for the daily custodial maintenance of most City properties, including City Hall, Government House, Visitor Information Center, Police Station, St. George Street restrooms, Casa del Hidalgo, Customer Service Center, Salt Run Community Center and others.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Cleaned and sanitized carpet and drapes in the Alcazar Room. 2. Continued to restructure the division by defining job descriptions and expanding the scope of work. 3. Coordinated and prepared the City cookouts as well as numerous other City-related meetings and functions. 4. Completed the dry cleaning of window furnishings in the Public Works Department. 5. Pressured washed all areas of the St. George Street restroom facilities. 6. Trained new employees at the parking facility to properly operate the new street sweeper vehicle. 7. Continued to expand and implement the roving custodian program. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$256,438	\$352,000	\$467,260	\$534,365	\$558,534					
OPERATING EXPENSES	332,547	353,030	351,449	345,683	358,672					
CAPITAL EXPENSES	0	18,015	471	0	0					
DIVISION TOTALS	\$588,985	\$723,045	\$819,180	\$880,048	\$917,206					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Facility Operations									
DIVISION SUMMARY										
<p>The Facility Operations Division provides for the maintenance of City structures, which include buildings and their interiors. The division is also responsible for implementing the repair or replacement of park benches, trash can holders and other similar items. Additionally, the division participates in the construction of special projects.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Managed and procured all materials for the new Lighthouse Park restrooms. 2. Fabricated and assembled, with recycled materials, new trash containers. The new upgraded units are being changed-out from the old wood trash containers. 3. Fabricated new concrete forms for the City's new sitting bench design. 4. Completed renovation of an additional office for the Public Affairs Department. 5. Provided high quality day-to-day maintenance and repairs to all General and HT buildings and properties. 6. Assisted in the implementation of an improved work order system and work schedule system. 7. Completed improvements to the Municipal Marina Buildings. 8. Completed improvements to the Police Administration Building. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$428,696	\$499,550	\$595,135	\$628,230	\$557,950					
OPERATING EXPENSES	95,702	55,613	58,794	42,319	43,100					
CAPITAL EXPENSES	106,274	0	36,370	0	0					
DIVISION TOTALS	\$630,672	\$555,163	\$690,299	\$670,549	\$601,050					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Affairs									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division is responsible for creating, coordinating, monitoring and executing all City sponsored events, as well as privately sponsored events that occur on City property or utilize City services. The division is also responsible for the coordination and dissemination of information regarding City projects and events. The division expends funds to support City sponsored events and to support and develop a wide array of projects, which improve our quality of life.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Expanded the 18th season of Concerts in the Plaza by 50% offering 25 concerts over a 23-week period, successfully staged the City's largest one-day event, the July 4th Fireworks Over The Matanzas, and managed an expanded Nights of Lights for its 14th year. 2. Enhanced response mechanism to inquiries from residents, visitors and neighborhood associations, and continued publication of "Insight", the quarterly newsletter included in all utility bills. 3. Managed broadcast of over 200 hours of government meetings through Government TV. 4. Launched, reorganized and reformatted enhanced City web site. 5. Worked with community organizations in the initial planning stages of the city's 450th anniversary commemoration 6. Expanded organizational and administrative support to the St. Augustine Sister Cities for that organization's most successful year ever. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$180,279	\$197,682	\$218,551	\$227,453	\$228,022					
OPERATING EXPENSES	67,452	47,337	47,743	59,571	59,280					
EVENT EXPENSES	212,284	214,629	266,362	262,654	247,100					
CAPITAL EXPENSES	0	8,119	0	0	0					
DIVISION TOTALS	\$460,015	\$467,767	\$532,656	\$549,678	\$534,402					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division assists the Public Works Department by providing capital construction and project management oversight, and assists with the day-to-day operations of the Department.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Oversaw street resurfacing, sidewalk repair/replacement and Hypolita Street reconstruction. 2. Received and responded to majority of complaints and requests received by the department. 3. Coordinated and provided review on development orders, construction site plans and right-of-way permits. 4. Attended and coordinated interlocal, interagency construction through City limits with FDOT, SJC and other utility companies working with the City. 5. Prepared standard details for paving and drainage available to engineers and contractors doing business within the City. 6. Assisted with the development and publishing of standards details for paving and drainage available to engineers and contractors doing business with the City. 7. Assist Director with day-to-day operations and personnel matters, and is Acting Director in the Director's absence. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$115,203	\$116,951	\$104,933	\$136,069	\$141,415					
OPERATING EXPENSES	39,662	51,961	52,879	54,770	55,033					
CAPITAL EXPENSES	16,850	0	30	0	0					
DIVISION TOTALS	\$171,715	\$168,912	\$157,842	\$190,839	\$196,448					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Parks									
DIVISION SUMMARY										
<p>The Parks Division provides grounds keeping services for City parks, gardens, properties, as well as maintenance for the grounds, gardens, and properties of the State. The Division performs maintenance of trees and hedges (trimming, removal and replacement) within City parks, public right-of-ways and properties. This Division also installs and repairs irrigation, checks and replaces light bulbs of City-owned exterior lights and street lighting, and greenhouse operations. Duties also include litter removal and emptying of trash receptacles within the City, and assisting with special events. The Division designs landscaping and irrigation for existing and new projects, and provides right-of-way maintenance of specified state roads by contract with the Department of Transportation.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Instrumental in qualifying the City for the Tree City USA Award every year since 1983. 2. Instrumental in qualifying the City for the Tree City USA Growth Award every year since 1984. 3. Held Arbor Day observance by planting two oak trees at Davenport Park on our 25-year anniversary. 4. Completed landscaping and irrigation of the Special Events field, along with Eagle Scout project of sod and tree planting in the small park adjacent to the field. 5. Provided irrigation and planting to two parking lots, 19 Desoto Street and 20 Granada Street. 6. Made improvements to Plaza i.e., took out vendor pads and renovated ¾ of plaza grounds. 7. Played a key-supporting role in the set-up, installation and maintenance of Nights of Lights, and other Special Events sponsored by the City. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$641,446	\$673,289	\$778,806	\$888,092	\$855,766					
OPERATING EXPENSES	347,539	424,410	386,335	444,865	330,346					
CAPITAL EXPENSES	39,955	4,493	132,636	100,311	0					
DIVISION TOTALS	\$1,028,940	\$1,102,192	\$1,297,777	\$1,433,268	\$1,186,112					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Engineering									
DIVISION SUMMARY										
<p>The Engineering Division provides project design, permitting, utility information, and graphics to all City departments. The division also coordinates and assists in a variety of interactions with the public and other governmental entities regarding technical information and regulatory compliance. The division reviews and approves site construction plans for development.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Designed six new water main extensions totally 4,586 lineal feet to serve new customers. 2. Inspected and accepted 55,917 lineal feet of new forcemain, 60,174 lineal feet of new watermains and 6,972 lineal feet of new gravity sewer. 3. Monitored the construction of the Low Pressure Reverse Osmosis membrane water treatment plant and Northwest Force main and Master Pumping Station. 4. Prepared and submitted to DEP the 2007 Capacity Analysis Report and the Nutrient Reduction Report for the City's Wastewater Treatment Plant No 1. 5. Extensive upgrade of the Cityworks database asset management system and its integration with the GIS mapping system. 6. Provided plan review and construction management of all utility work executed by developers. Prepared and published City of St. Augustine Water and Sewer Standard Materials manual. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$330,076	\$431,371	\$495,315	\$515,489	\$526,611					
OPERATING EXPENSES	43,617	41,569	49,579	47,193	54,367					
CAPITAL EXPENSES	0	0	914	0	0					
DIVISION TOTALS	\$373,693	\$472,941	\$545,808	\$562,682	\$580,978					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Streets									
DIVISION SUMMARY										
<p>The Streets Division is responsible for repair and maintenance of all City streets, alleys, sidewalks and parking lots. The division provides for the fabrication, installation and maintenance of all street signs as well as the maintenance of all drainage ditches and outfalls. The division also performs construction projects as assigned. The Streets Division is responsible for the street sweeping program as required by the MS-4 Stormwater Permit.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Resurfacing included three streets: Cedar Street, Twine Street and Hypolita Street. 2. Continued with sidewalk repair and replacements. Completed 5,500 lineal feet of sidewalk. 3. Provided traffic control and signage improvements, including assisting with parking meter installation. 4. Provided site work for Fullerwood Park; grading, stormwater and concrete pads. 5. Assisted with masonry and laborer services to various agencies and depts. including: Nights of Lights, Francis Field Boy Scouts project, and constructed and installed new coquina park benches throughout the City. 6. Installed bank stabilization treatment along South Whitney Street at Oyster Creek. 7. Provided pothole patching and asphalt repairs throughout the City. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$515,451	\$572,564	\$617,296	\$686,709	\$710,234					
OPERATING EXPENSES	276,746	271,236	261,130	291,468	254,842					
CAPITAL EXPENSES	274,524	384,654	400,068	300,187	150,000					
DIVISION TOTALS	\$1,066,721	\$1,228,454	\$1,278,494	\$1,278,364	\$1,115,076					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Street Lights									
DIVISION SUMMARY										
<p>The Street Lights Division is responsible for budgeting the electricity for all street lights, City or FPL owned. The division coordinates the repair and maintenance of all City owned lights. Additionally, the division is responsible for the modification and/or replacement of the street lighting system.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<p>1. Maintained consistent lighting program 2. No significant replacement or expansion projects were planned for FY 07/08.</p>										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$0	\$0	\$0	\$0	\$0					
OPERATING EXPENSES	323,673	225,340	266,444	220,953	238,030					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$323,673	\$225,340	\$266,444	\$220,953	\$238,030					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Planning and Building									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division provides professional implementation skills, judgment, and knowledge relative to long and short range planning. The division's responsibilities include coordination of the City's development regulations, the Comprehensive Plan, historic preservation, concurrency management programs and Citizen Board activity. The division is responsible, through special studies, forecasting and leadership, for ensuring a healthy, vital future for St. Augustine.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Provided support for the development of new regulations. 2. Provided support for the Planning, Archaeology and Building Divisions. 3. Served as City liaison for the First Coast Metropolitan Planning Organization. 4. Provided support for the Planning and Zoning Board, Historic Architectural Review Board, Code Enforcement, Adjustment and Appeals Board, and Street Advisory Committee. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$207,151	\$233,863	\$256,712	\$272,684	\$280,870					
OPERATING EXPENSES	63,913	101,758	56,516	68,676	50,369					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$271,064	\$335,621	\$313,228	\$341,360	\$331,239					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Planning and Building									
DIVISION:	Planning									
DIVISION SUMMARY										
<p>The Planning Division provides professional implementation skills, judgment, and knowledge relative to long and short range planning. The division's responsibilities include coordination of the City's development regulations, the Comprehensive Plan, historic preservation, concurrency management programs and Citizen Board activity. The division is responsible, through special studies, forecasting and leadership, for ensuring a healthy, vital future for St. Augustine.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Administered 100 Planning and Zoning Board cases. 2. Administered 96 Historic Architectural Review Board cases. 3. Completed Subdivision Platting for Madeira Development. 4. Processed numerous development proposals along the SR 312 corridor. 5. Processed the River View Hotel PUD, the Boys and Girls Club PUD and the 100 St. George Street PUD. 6. Processed the new CVS, Walgreens, Wachovia Bank and two large Marine Industrial developments. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$164,509	\$184,022	\$214,848	\$229,369	\$238,144					
OPERATING EXPENSES	7,559	16,268	4,075	6,007	13,503					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$172,068	\$200,290	\$218,923	\$235,376	\$251,647					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Planning and Building									
DIVISION:	Building									
DIVISION SUMMARY										
<p>The Building Division provides certified professional services for the enforcement of the City's building codes and State of Florida regulations relating to the health, safety, and welfare of residents and visitors to St. Augustine. The division provides staff support for the Code Enforcement, Adjustments and Appeals Board. The division maintains a highly visible information source for the general public while coordinating inspection and enforcement responsibilities.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Issued 508 permits (building, electrical, mechanical and plumbing) with a valuation of \$22,130,239, as of July 15, 2008. 2. Performed 3,700 building, electrical, plumbing, mechanical, and 66 non-residential safety inspections. 3. Collected approx. \$4,126 in fines and forfeitures and issued 63 formal Notices of Violation. 4. Performed 10 dangerous building inspections and four building abatements. 5. Responded to 109 citizen complaints. 6. Provided daily assistance to the public, and staff support for the CEAAB, PZB, HARB and STAC. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$289,850	\$310,247	\$373,673	\$309,373	\$334,976					
OPERATING EXPENSES	28,017	24,996	31,203	37,680	39,262					
CAPITAL EXPENSES	18,187	53	35,540	0	0					
DIVISION TOTALS	\$336,054	\$335,296	\$440,416	\$347,053	\$374,238					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Planning and Building									
DIVISION:	Archaeology									
DIVISION SUMMARY										
<p>The Archaeology Division is part of the City's permitting process. The division is responsible for assessing the nature and significance of archaeological resources on properties prior to any new construction that involves ground penetrating activities. The division documents the types of resources present and how those remains will be impacted by construction and presents the data through reports, displays, lectures, and conferences.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Presented professional paper at the Florida Anthropological Society (FAS); received 2008 Ripley P. Bullen Award. 2. Participant in Unearthing First American symposium, Flagler College. 3. Develop and participated in archaeology day camp at Spanish Quarter. 4. Participated in Earth Day celebrations at Murray Middle School. 5. Developed programs for middle and high school students. 6. Presented programs and tours to local and national organizations. 7. Undertook 20 archaeological projects through July 1, 2008. Anticipate 25 projects for fiscal year. 8. Developed manual to assist in the identification of ceramic artifacts. 9. Continued recruiting and training volunteers for fieldwork and artifact analysis - 12 active volunteers. 10. Continued processing and analyzing artifacts from multiple projects, and organizing photographic collection . 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$76,221	\$88,831	\$119,888	\$125,529	\$129,416					
OPERATING EXPENSES	8,426	8,718	6,484	5,904	7,225					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$84,647	\$97,549	\$126,372	\$131,433	\$136,641					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Police									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division is responsible for the overall supervision of the department and ensuring the safety of citizens and visitors to our community. The division provides secretarial support to other divisions of the department to maintain the high quality of police service delivered to the City.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Provided day-to-day direction and supervision for the personnel within all divisions. 2. Completed Phase 1 of the Countywide 800 MHz radio system and prepared the RFP's. 3. Successfully completed the FDLE audit of all police records with no errors. 4. Began the upgrade of the facilities at 151 King St. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$318,981	\$348,357	\$388,669	\$407,831	\$469,718					
OPERATING EXPENSES	128,690	105,115	82,199	71,881	76,820					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$447,671	\$453,472	\$470,868	\$479,712	\$546,539					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Police									
DIVISION:	Communications									
DIVISION SUMMARY										
<p>The Communications Division effectively links the public and other agencies to the emergency services provided by the police and fire departments. The division is also responsible for answering all incoming phone calls for the entire department, emergency and non-emergency. Dispatchers operate two-way radios, CAD computers, and FCIC/NCIC computers.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Provide the day-to day-supervision and direction for the division. 2. Hired and trained two communications operators. 3. Designed and implemented a 12-hour shift schedule for communications personnel. 4. Certified and re-certified approximately 24 police officers and communications operators in use of FCIC/NCIC. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$380,537	\$483,389	\$532,262	\$520,807	\$543,425					
OPERATING EXPENSES	56,218	69,209	56,830	66,614	78,913					
CAPITAL EXPENSES	0	0	0	0	7,000					
DIVISION TOTALS	\$436,755	\$552,598	\$589,092	\$587,421	\$629,338					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Police									
DIVISION:	Investigation									
DIVISION SUMMARY										
<p>The Investigation Division is responsible for all follow-up and in-depth investigations as presented by the Patrol Division and other sources. The division is also responsible for undercover operations, which include drugs, prostitution and theft. The Investigation Division also manages telephone complaints requiring more time and resources than are available to the Patrol Division.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Provided one investigator, two days a week, to work with the SJC Sheriff's Office SIU to combat drugs and drug related activity within the City of St. Augustine. 2. Worked closely with the SAO on an active homicide and to close a cold case homicide. 3. Continued follow-up investigations of felony crimes committed within the City. 4. Established the Governmental TV Channel SAPD information pages. 5. Established the anonymous SAPD Crime Tip Hot Line. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$331,827	\$336,927	\$304,737	\$365,864	\$402,837					
OPERATING EXPENSES	55,196	57,823	73,771	40,568	41,088					
CAPITAL EXPENSES	0	9,914	42,676	0	0					
DIVISION TOTALS	\$387,023	\$404,664	\$421,184	\$406,432	\$443,925					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Police									
DIVISION:	Patrol									
DIVISION SUMMARY										
<p>The Patrol Division is responsible for the protection of all citizens and visitors to the City. The division is the primary instrument through which the police mission is accomplished. The Patrol Division investigates crimes, enforces laws and preserves the public peace. It also provides protection and supervision throughout the year for the City's many special events.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Handled 35,742 calls for service. 2. Assisted in planning, organizing and executing both City and privately sponsored events. 3. Derelict Vessel Program continued with the removal of 58 vessels as of June 30, 2008. 4. Resolved a cold case homicide. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$2,080,429	\$2,375,562	\$2,582,653	\$2,832,924	\$2,873,588					
OPERATING EXPENSES	318,198	324,510	286,678	326,672	325,504					
CAPITAL EXPENSES	117,851	214,000	205,436	162,695	171,000					
DIVISION TOTALS	\$2,516,478	\$2,914,072	\$3,074,767	\$3,322,291	\$3,370,092					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Police									
DIVISION:	Training									
DIVISION SUMMARY										
<p>The Training Division is responsible for the hiring process and the FTO program. The division is also responsible for the training of the entire department by setting up classes for all personnel, maintaining the library, all periodicals pertaining to training and all current employees training files. The division is further responsible for handling matters assigned by the Chief of Police. The Public Information/Crime Prevention section is under the Training Division. The division is currently in charge of all the records of previous employees as well as maintaining the Armory and all department owned weapons.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Assisted in the hiring and/or completion of training for 10 new officers through June 2008. 2. Completed annual defensive driving. 3. Completed annual firearms training. 4. Completed mandatory retraining required by FDLE to maintain officers' Law Enforcement Certification for another four years. 5. Completed annual department inventory. 6. Completed bi-annual departmental awards banquet. 7. Provided specialized or advanced training for 35 officers. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$136,410	\$115,028	\$89,982	\$87,275	\$90,611					
OPERATING EXPENSES	51,467	47,088	52,297	39,576	41,314					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$187,877	\$162,116	\$142,279	\$126,851	\$131,925					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Police									
DIVISION:	Records									
DIVISION SUMMARY										
<p>The Records Division is responsible for maintaining the records system within the department, processing all paperwork, investigating internal affairs complaints, and updating the department's policies and procedures. The division also completes, tracks and receives all purchase orders for the department.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Supervised two records clerks who oversee maintenance and storage of department's records. 2. Completed records destruction from all divisions. 3. Completed 24 internal affairs investigations. 4. Ordered, tracked and received all purchase order requests for each division. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$151,564	\$170,316	\$169,763	\$186,414	\$195,641					
OPERATING EXPENSES	17,697	16,875	20,865	16,813	16,432					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$169,261	\$187,191	\$190,628	\$203,227	\$212,073					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Fire									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division is responsible for the management of all administrative matters for all divisions of the Fire Department; providing the most efficient and cost effective fire protection and basic life support service for citizens, visitors and properties within the corporate city limits of St. Augustine. Staffed by a Fire Chief and an Administrative Coordinator, the division manages two fire stations equipped with six pieces of fire apparatus and staffed by 30 firefighters and a Fire Marshal.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Provided direction and support for the Firefighting and Fire Prevention Divisions. 2. Applied for new grant funding from the Dept. of Homeland Security for fire equipment. 3. Maintained required pre-fire plans for all businesses within the City limits and trained firefighters on data entry to update pre-fires on the computer. 4. Coordinated with PW with implementing required fire hydrant flows and inspections. 5. Implemented a new self-inspection program for firesafety inspections on low risk occupancies and began mail-outs in September 2007. 6. Acquired a secondary data package through FirePrograms so that fire reports could be electronically entered. Thus eliminating the use of paper incident reporting and the associated copying costs. 7. Executed the successful transfer of all incident dispatching and communications from the SAPD to SJC Fire Rescue. 8. Secured \$20,000 from the St. Augustine Port Authority to purchase a fire boat. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$143,808	\$154,294	\$222,795	\$174,815	\$181,282					
OPERATING EXPENSES	11,850	13,676	17,528	18,431	19,636					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$155,658	\$167,970	\$240,323	\$193,246	\$200,918					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Fire									
DIVISION:	Prevention									
DIVISION SUMMARY										
<p>The Prevention Division's main goal is public education through school programs, in-service training, group presentations, specialized programs, and public service announcements. The adoption and enforcement of fire safety codes reinforces this process. The investigation of fire causes and arson suspects is also a function of the division.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> Completed 34th consecutive year of the annual Fire Prevention Education Programs serving over 3,000 students. Continued the Fire Safety Inspection Program with 465 inspections. Completed plan review and inspections on all new applications for building permits in the City. Completed annual inspections for all state license renewals and all schools, public and private, within the City. Provided fire prevention education programs for various businesses, corporations and civic groups. Identified low risk occupancies in the City and developed a self-inspection program, for implementation, to free fire inspectors to focus on higher risk occupancies. Approximately 300 inspections have been mailed to date with a 45% response. Developed and submitted the 2008 Assistance to Firefighters Grant proposal to secure funding for needed equipment. Revised inspector recertification procedures using the NEFFPA membership at \$25 per inspector, in lieu of previous training which was \$100 per inspector. This saves the City \$300.00 per year. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$80,851	\$89,235	\$106,664	\$100,259	\$103,830					
OPERATING EXPENSES	8,248	7,133	9,010	9,915	8,798					
CAPITAL EXPENSES	0	0	0	0	0					
DIVISION TOTALS	\$89,099	\$96,368	\$115,674	\$110,174	\$112,628					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

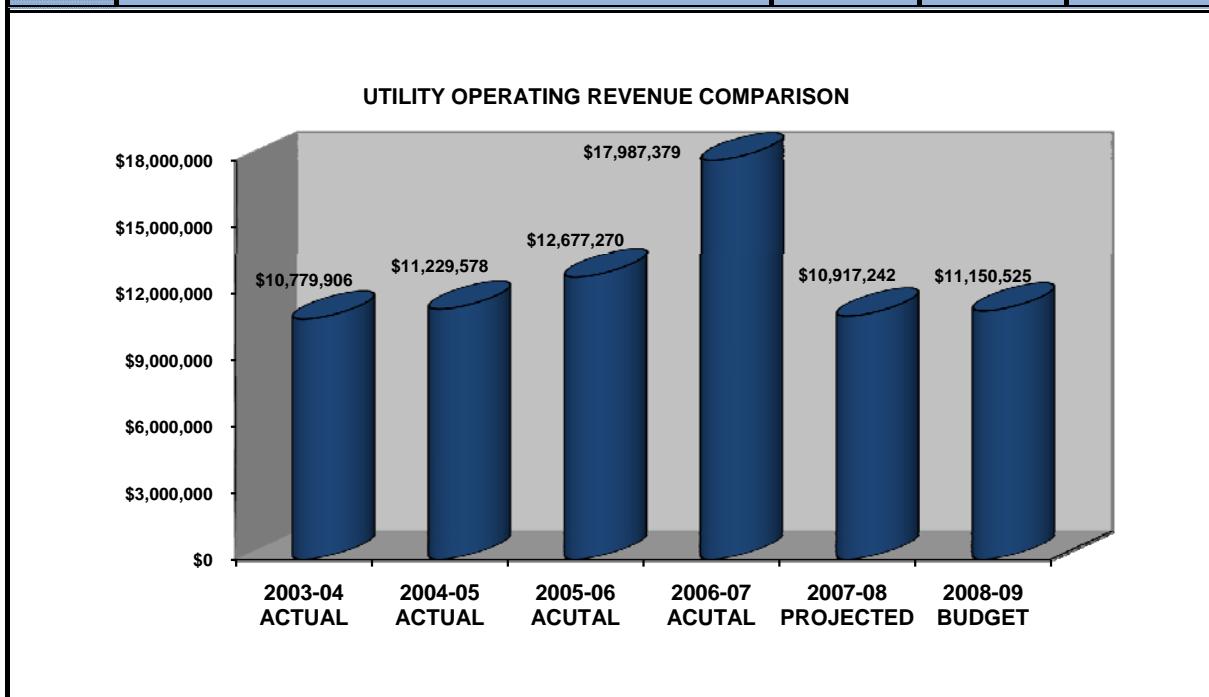
PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Fire									
DIVISION:	Firefighting									
DIVISION SUMMARY										
<p>The Fire Fighting division is responsible for maintaining a highly trained force of emergency personnel, and equipment sufficient to respond to and manage fire suppression and other emergency situations within the corporate limits of St. Augustine. The main goal of the division is to save lives and protect the property of the citizens and visitors to the City. The division currently consists of 30 firefighters and 6 pieces of apparatus. The division also assists other divisions in accomplishing their duties, such as fire prevention education, hydrant testing and maintenance, pre-fire plan updates and building and equipment maintenance.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Responded to 3,193 calls in 2007 resulting in \$43,080 in fire losses. 2. Responded to 1,273 calls during the first five months of 2008 resulting in \$68,701 in fire losses. 3. Provided assistance to fire prevention division in performing over 140 safety inspections. 4. Participated in elementary school and other public fire prevention programs. 5. Continued participation with county wide Hazmat Team operations, providing six technicians to the team. 6. Completed pre-fire tours for commercial businesses in the City and began data entry on all updates. 7. Completed the successful transition of eliminating paper incident reports and now enter all incidents into the secondary FirePrograms computer. 8. Applied a new Standard Operating Procedure for communications and dispatching with SJC Fire Rescue. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$1,549,127	\$1,686,571	\$2,132,731	\$2,157,230	\$2,208,133					
OPERATING EXPENSES	130,088	147,686	171,025	159,137	124,052					
CAPITAL EXPENSES	15,687	0	85,639	180,000	132,660					
DIVISION TOTALS	\$1,694,902	\$1,834,258	\$2,389,395	\$2,496,367	\$2,464,845					

**CITY OF ST. AUGUSTINE
UTILITY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	2007-08 BUDGET	2007-08 PROJECTED	2008-09 PROPOSED BUDGET
TOTAL REVENUES	\$ 12,643,612	\$ 12,137,308	\$ 12,278,317
TOTAL EXPENDITURES	\$ 12,643,612	\$ 12,132,238	\$ 12,278,317
SURPLUS/(DEFICIT)	\$ -	\$ 5,070	\$ 0

**CITY OF ST. AUGUSTINE
UTILITY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

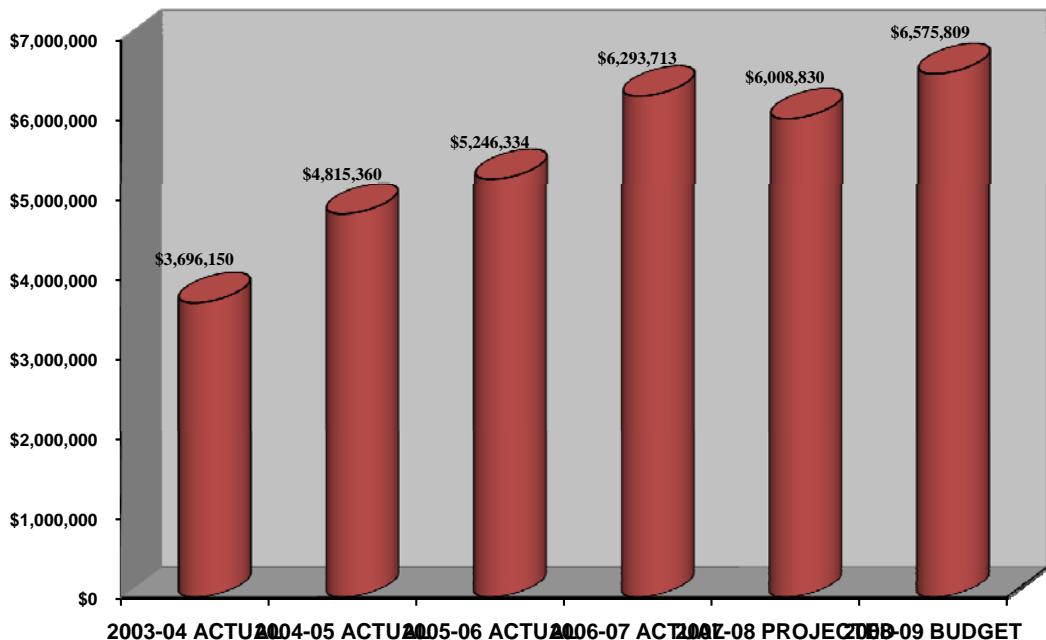
	OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
343.31	WATER SALES INSIDE CITY	2,722,788	2,688,579	2,807,350
343.32	WATER SALES OUTSIDE CITY	2,452,216	2,382,138	2,499,019
343.51	SEWER SALES INSIDE CITY	3,010,607	3,017,574	3,152,476
343.52	SEWER SALES OUTSIDE CITY	1,842,055	1,731,415	1,825,394
343.35	WATER TAPPING FEES	250,853	231,962	83,013
343.36	WATER CONNECTION FEES	746,800	416,475	274,764
343.53	FORCE MAIN OVERLAY	0	50,374	105,336
343.55	SEWER TAPPING FEES	35,344	51,556	77,129
343.56	SEWER FLOW BASED FEES	547,809	347,169	326,044
	TOTAL OPERATING REVENUE:	11,608,472	10,917,242	11,150,525
	OTHER REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
361.00	INTEREST EARNINGS	137,322	93,116	106,683
364.00	SALES\COMPENSATION FOR LOSS ON FIXED ASSETS	25,000	12,919	15,000
368.00	REIMBURSEMENTS	0	0	0
369.00	OTHER MISCELLANEOUS REVENUES	80,000	278,213	108,000
	TOTAL OTHER REVENUE:	242,322	384,248	229,683
	TOTAL UTILITY FUND REVENUE:	11,850,794	11,301,490	11,380,208



**CITY OF ST. AUGUSTINE
UTILITY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING EXPENDITURES	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
536.10	ADMINISTRATION	340,451	308,632	355,100
533.10	WATER TREATMENT PLANT	1,444,854	1,476,556	1,724,838
533.11	METER MAINTENANCE	424,233	450,843	478,293
535.11	TRANSMISSION AND DISTRIBUTION	2,132,394	1,883,646	1,851,153
535.10	WASTEWATER TREATMENT PLANT	1,511,268	1,256,439	1,433,954
535.12	PUMP STATIONS	662,004	632,714	732,471
TOTAL OPERATING EXPENDITURES:		6,515,204	6,008,830	6,575,809
<hr/>				
	DEBT SERVICE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
577.10	PRINCIPAL	2,020,000	2,020,000	2,075,000
577.20	INTEREST	1,185,819	1,185,819	1,130,219
577.30	OTHER DEBT SERVICE COSTS	20,000	15,000	15,000
TOTAL DEBT SERVICE:		3,225,819	3,220,819	3,220,219
TOTAL UTILITY FUND EXPENDITURES:		9,741,023	9,229,649	9,796,028

UTILITY OPERATING EXPENSES COMPARISON



**CITY OF ST. AUGUSTINE
UTILITY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

UTILITY FUND SUMMARY		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
	TOTAL REVENUES	11,850,794	11,301,490	11,380,208
	TOTAL EXPENDITURES	9,741,023	9,229,649	9,796,028
INTERFUND TRANSFERS FROM/(TO)		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
387.00	OPERATING TRANSFERS	792,818	835,818	898,109
581.00	GENERAL AND ADMIN/SUBSIDY TRANSFERS	(1,763,495)	(1,763,495)	(1,447,288)
587.00	OPERATING TRANSFERS	(457,639)	(457,639)	(359,946)
588.00	OTHER TRANSFERS	(681,455)	(681,455)	(675,055)
	TOTAL INTERFUND TRANSFERS:	(2,109,771)	(2,066,771)	(1,584,180)
	TOTAL UTILITY FUND EXCESS/(DEFICIT):	0	5,070	0

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Utility Administration									
DIVISION SUMMARY										
<p>The Administration Division is responsible for the planning, management, and administration of the City's Public Works infrastructure and services, including utilities, roadways, stormwater, solid waste and residential recycling collection, parks, engineering and development review. The Department is organized into nine Divisions; Engineering, Water Treatment, Wastewater Treatment, Meter Maintenance, Transmission and Distribution, Pump Stations, Parks, Streets, and Solid Waste. The Division prepares long range capital plans for the Department, provides intergovernmental liaison and coordination related to Public Works and establishes goals for the Department.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Applied for, and was granted, \$1 million from SJRWMD for alternative water supply (wellfield expansion). 2. Prepared a draft 5-year Capital Improvement Program projecting \$25 million in utility needs, and \$25 million in roads and drainage needs. 3. Advertised and selected consultants for continuing consultant contracts to supplement engineering and study needs for smaller capital improvement project. 4. New Director came on-board in February 2008. 5. Coordinated and maintained interlocal agreements and maintenance agreements with FDOT, St Johns County, and SJRWMD. 6. Oversight, management and administration of 115 public works, utilities and solid waste employees. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$111,841	\$137,614	\$119,213	\$113,358	\$174,725					
OPERATING EXPENSES	149,480	155,768	160,749	195,274	180,375					
CAPITAL EXPENSES	0	0	4,634	0	0					
DIVISION TOTALS	\$261,321	\$293,382	\$284,596	\$308,632	\$355,100					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Water Treatment									
DIVISION SUMMARY										
<p>The Water Treatment Division provides high-quality water supply for domestic and firefighting purposes. The treatment plant consists of 4-mgd lime-softening and 2-mgd Low Pressure Reverse Osmosis Treatment Plants. The division performs maintenance and operation tasks at the Water Treatment Plant, south tank and north tank sites. Additionally, the division ensures all federal and state sampling requirements and operational standards are met.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Completed training and placed into operation new 2-mgd Low Pressure Reverse Osmosis (LPRO) Treatment Plant. 2. New backwash pump, replacing the original 1937 equipment, is on-order and scheduled for delivery by end of FY08. Replacing pump requires significant 'work-around' planning to maintain operations. 3. Upgraded # 2 transfer pump, increasing horsepower and flow rate to include upgrading electrical with installation of variable frequency drives to maintain level control in the clearwell. 4. Modified yard piping to allow the transfer pumps to act as backwash pumps, or backwash pump to substitute as transfer pump. 5. Improved chemical feed and filling controls at the north and south ground storage tanks. 6. Installed new mono-flo sludge pumps. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$420,682	\$468,429	\$518,860	\$540,822	\$652,802					
OPERATING EXPENSES	502,997	667,293	887,724	935,717	1,072,037					
CAPITAL EXPENSES	14,226	80,346	152,358	17	0					
DIVISION TOTALS	\$937,905	\$1,216,068	\$1,558,942	\$1,476,556	\$1,724,839					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Meter Maintenance									
DIVISION SUMMARY										
<p>The Meter Maintenance Division is responsible for reading all water meters on prescribed routes and providing this information to the Customer Service Division for billing. The division replaces old meters, provides repairs and maintenance to all meters, repairs meter leaks, and tests large meters for accuracy. Responsibilities also include repairing, testing, and maintaining all backflow preventer devices.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Read approximately 14,222 water meters each month with 97% accuracy. 2. Repaired and serviced approximately 45 meter leaks per month. 3. Notified approximately 330 customers a month of high water consumption to make them aware of any leakage on their property. 4. Replaced on average 75 old/broken meters a month and relocated meters for customers. 5. Repaired, serviced and tested 200 backflow preventers. 6. Responded to approximately 750 service orders and 430 turn-offs per month. 7. Ongoing replacement and upgrades of outdated meter reading equipment 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$202,867	\$278,472	\$310,600	\$336,415	\$354,190					
OPERATING EXPENSES	47,776	76,993	64,555	114,428	124,103					
CAPITAL EXPENSES	0	0	37,717	0	0					
DIVISION TOTALS	\$250,643	\$355,465	\$412,872	\$450,843	\$478,293					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Transmission and Distribution									
DIVISION SUMMARY										
<p>The Transmission and Distribution Division is responsible for the installation, repair and maintenance of all water mains, gravity sewer lines, forcemains, and storm lines. This includes hydrants, valves, fittings, manholes, catch basins, and other structures. The division is also responsible for first-time installation of new water and sewer services, including valves, meters, and backflow preventers. The division performs periodic cleaning of storm and gravity sewer mains and structures. The division also responds to emergency situations.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Installed 9,458 lineal feet of new water mains and service lines. 2. Installed 912 lineal feet of new forcemain. 3. Replaced 447 of storm drains. 4. Slip-lined 6,331 lineal feet of sewer mains to decrease inflow and infiltration of storm and groundwater into the wastewater plant. 5. Completed 2,784 service requests, 887 work orders and 25 manhole ring and covers. 6. Inspected and repaired, as needed, water, sewer, and storm drain facilities. 7. Participated in review of water and sewer plans for new development plans and provided inspection and field coordination. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$793,690	\$939,662	\$1,084,210	\$1,165,687	\$1,162,858					
OPERATING EXPENSES	243,884	359,255	374,580	305,509	313,295					
CAPITAL EXPENSES	709,674	0	526,627	412,450	375,000					
DIVISION TOTALS	\$1,747,248	\$1,298,917	\$1,985,417	\$1,883,646	\$1,851,153					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Wastewater Treatment									
DIVISION SUMMARY										
<p>The Wastewater Treatment Division has the responsibility of operating a plant in accordance with local, state, and federal regulations. The division also operates a certified environmental laboratory that tests and monitors processes to ensure optimum plant operations. The facility also provides laboratory support services to the Water Treatment Plant and other divisions as needed.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Treated approximately 1.44 billion gallons of wastewater within permitted guidelines. 2. Re-used approximately 111.1 million gallons of treated wastewater. 3. Instituted several operational and instrumentation cost saving measures including: installed new polymer injection system, which lowered polymer usage by 35% and improved solids handling procedures reducing residuals and hauling costs. 4. Replaced and cleaned equipment improving operations and equipment life expectancy: installed a new automatic bar screen and replaced the pista-grit system, drained and cleaned clarifiers, chlorine contact basin and post aeration basin, and adjusted clarifier blades, and replaced all check valves in RAS pit. 5. Replaced motor control center in sludge building for more efficient operator control. 6. Applied for renewal of the 5-Year Operating Permit from FDEP. 7. Inspected and prepared replacement plan for effluent discharge (outfall) pipe into the Matanzas. Procurement should be completed by end of FY08 with construction beginning in FY09. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$510,715	\$553,841	\$570,637	\$588,342	\$681,332					
OPERATING EXPENSES	566,465	715,607	793,142	651,470	752,622					
CAPITAL EXPENSES	54,008	28,800	17,845	16,627	0					
DIVISION TOTALS	\$1,131,188	\$1,298,249	\$1,381,624	\$1,256,439	\$1,433,954					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Pump Stations									
DIVISION SUMMARY										
<p>The Pump Station Division provides inspection of all City owned sewage pump stations and raw water wells. The division provides daily inspection of all pumping facilities. The division provides all required maintenance and repairs of pumps and wells. The division's responsibilities also include monitoring and assisting with repairs of other City owned equipment as required by other divisions. The utility system has an inventory of 77 pump stations.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> Completed the rehabilitation of Pump Station 23 (Charlotte St) with new fiberglass liner, replaced piping, pumps and valves. Upgraded Pump Station 57 by replacing pumps with more efficient models to save downtime and energy. Pump Station 9: Upgraded, in conjunction with water plant project, to accept concentrate from plant. Accepted six new pump stations that expanded the sewer service area. Well D-8: Acidize and re-developed well to increase output and ensure production from upper floridan well. Collected data and assisted with sampling and monitoring of groundwater supply wells and maintenance of raw water supply line. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$255,351	\$252,091	\$279,416	\$304,712	\$315,831					
OPERATING EXPENSES	211,696	260,512	275,708	290,263	371,640					
CAPITAL EXPENSES	20,008	271,651	115,138	37,739	45,000					
DIVISION TOTALS	\$487,055	\$784,254	\$670,262	\$632,714	\$732,471					

**CITY OF ST. AUGUSTINE
STORMWATER FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	2007-08 BUDGET	2007-08 PROJECTED	2008-09 PROPOSED BUDGET
TOTAL REVENUES	\$ 919,800	\$ 825,534	\$ 901,875
TOTAL EXPENDITURES	\$ 919,800	\$ 597,103	\$ 901,875
SURPLUS/(DEFICIT)	\$ -	\$ 228,431	\$ 0

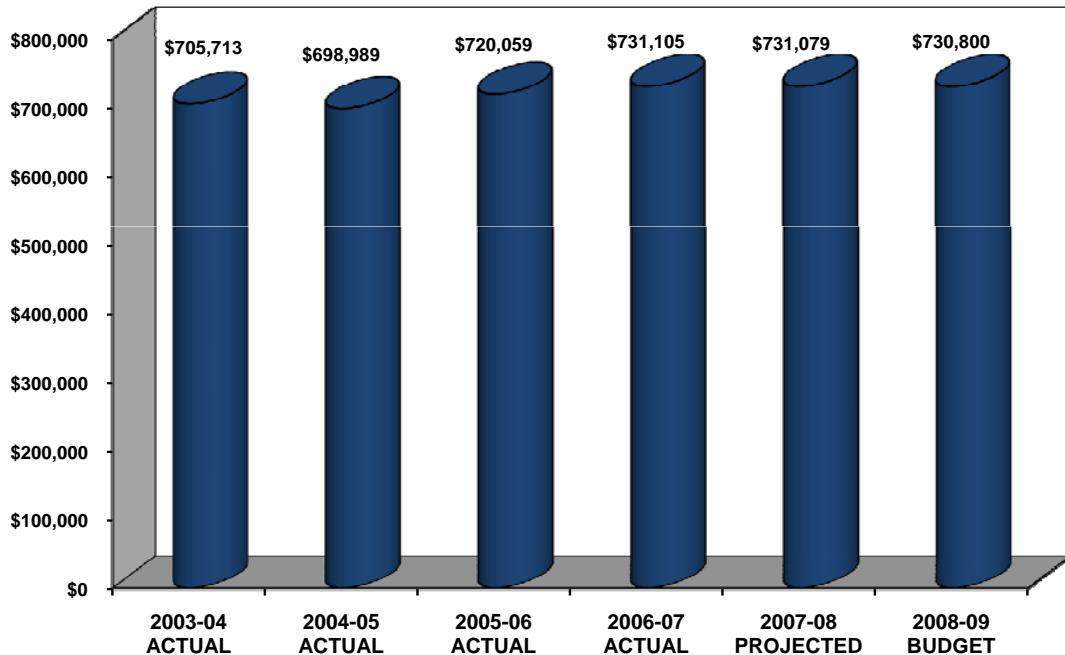
**CITY OF ST. AUGUSTINE
STORMWATER FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

STORMWATER FUND SUMMARY		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
	TOTAL REVENUES	849,800	825,534	811,875
	TOTAL EXPENDITURES	605,092	282,395	596,026
INTERFUND TRANSFERS FROM/(TO)		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
388.00	OTHER TRANSFERS	70,000	0	90,000
581.00	GENERAL AND ADMIN/SUBSIDY TRANSFERS	(161,383)	(161,383)	(151,302)
587.00	OPERATING TRANSFERS	(153,325)	(153,325)	(154,547)
588.00	OTHER TRANSFERS	0	0	0
	TOTAL INTERFUND TRANSFERS:	(244,708)	(314,708)	(215,849)
	TOTAL STORMWATER FUND EXCESS/(DEFICIT):	0	228,431	0

**CITY OF ST. AUGUSTINE
STORMWATER FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
343.91	RESIDENTIAL STORMWATER	384,000	388,343	387,600
343.92	COMMERCIAL STORMWATER	340,800	342,736	343,200
	TOTAL OPERATING REVENUE:	724,800	731,079	730,800
	NON-OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
334.10	STATE GRANTS	0	0	0
	TOTAL NON-OPERATING REVENUE:	0	0	0
	OTHER REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
361.00	INTEREST EARNINGS	125,000	94,455	81,075
	TOTAL OTHER REVENUE:	125,000	94,455	81,075
	TOTAL STORMWATER FUND REVENUE:	849,800	825,534	811,875

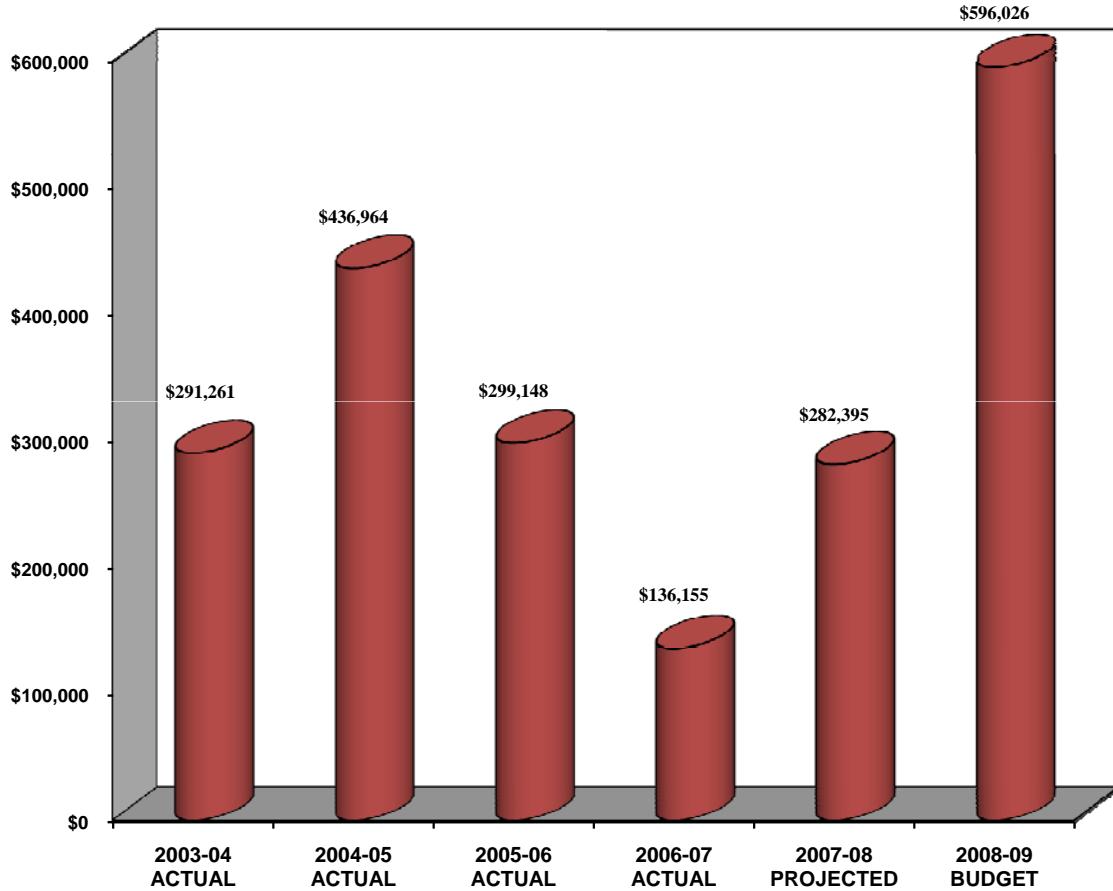
STORMWATER OPERATING REVENUE COMPARISON



**CITY OF ST. AUGUSTINE
STORMWATER FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING EXPENDITURES	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
537.10	STORMWATER OPERATIONS	605,092	282,395	596,026
	TOTAL OPERATING EXPENDITURES:	605,092	282,395	596,026
	DEBT SERVICE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
577.10	PRINCIPAL	0	0	0
577.20	INTEREST	0	0	0
577.30	OTHER DEBT SERVICE COSTS	0	0	0
	TOTAL DEBT SERVICE:	0	0	0
	TOTAL STORMWATER FUND EXPENDITURES:	605,092	282,395	596,026

STORMWATER OPERATING EXPENSES COMPARISON



CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Stormwater									
DIVISION SUMMARY										
<p>The Stormwater Operations Division develops and carries-out the City's Stormwater Utility Master Plan, the MS-4, NPDES permit and Capital Improvement Projects for stormwater improvements. Reviews development plans for stormwater compliance, and issued sediment erosion control permits.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Underwent NPDES programmatic audit from SAIC (FDEP's contractor) and received no violations or findings. 2. Received ERP permit for City's Fleet Maintenance Facility. 3. Made repairs to gates and controls at Maria Sanchez Lake weir. 4. Initiated negotiations with FDOT to mitigate flooding in King Street and Malaga Street, and make storm water system improvements. 5. Performed site plan review for numerous storm water drainage systems. 6. Instituted and oversaw numerous maintenance and operational improvements in the City including: ditch maintenance, storm drain cleaning and street sweeping schedules, smoke testing for cross connections and I&I program. 7. Instituted numerous educational and training tools for staff and contractors including: creating a storm water web page, published standard erosion control notes and details for engineers and contractors. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$65,501	\$56,619	\$44,601	\$62,417	\$66,619					
OPERATING EXPENSES	17,130	242,529	74,665	169,140	379,408					
CAPITAL EXPENSES	354,333	0	16,889	50,838	150,000					
DIVISION TOTALS	\$436,964	\$299,148	\$136,155	\$282,395	\$596,026					

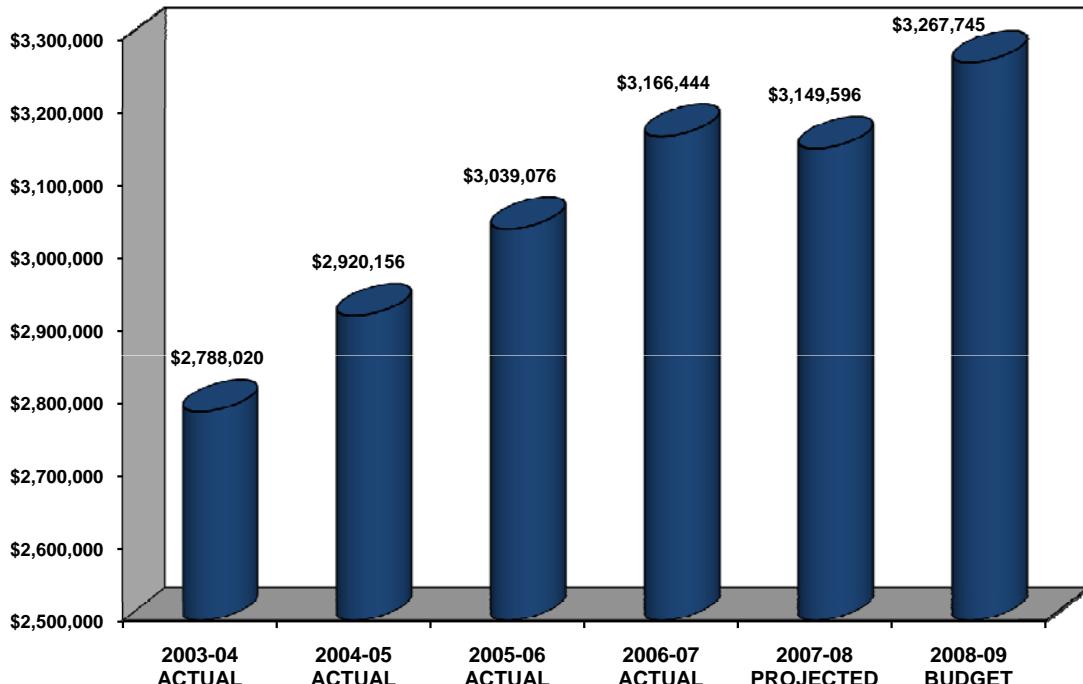
**CITY OF ST. AUGUSTINE
SOLID WASTE FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	2007-08 BUDGET	2007-08 PROJECTED	2008-09 PROPOSED BUDGET
TOTAL REVENUES	\$ 3,276,006	\$ 3,267,741	\$ 3,369,165
TOTAL EXPENDITURES	\$ 3,276,006	\$ 3,260,970	\$ 3,369,165
SURPLUS/(DEFICIT)	\$ -	\$ 6,771	\$ 0

**CITY OF ST. AUGUSTINE
SOLID WASTE FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
343.41	RESIDENTIAL COLLECTION	1,103,846	1,113,376	1,150,076
343.42	COMMERCIAL COLLECTION	2,044,160	2,036,220	2,117,669
	TOTAL OPERATING REVENUE:	3,148,006	3,149,596	3,267,745
	OTHER REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
361.00	INTEREST EARNINGS	27,500	17,645	920
364.00	SALES AND COMPENS FOR LOSS OF FIXED ASSETS	10,000	10,000	10,000
365.00	SALE OF SURPLUS MATERIALS	500	500	500
	TOTAL OTHER REVENUE:	38,000	28,145	11,420
	TOTAL SOLID WASTE FUND REVENUE:	3,186,006	3,177,741	3,279,165

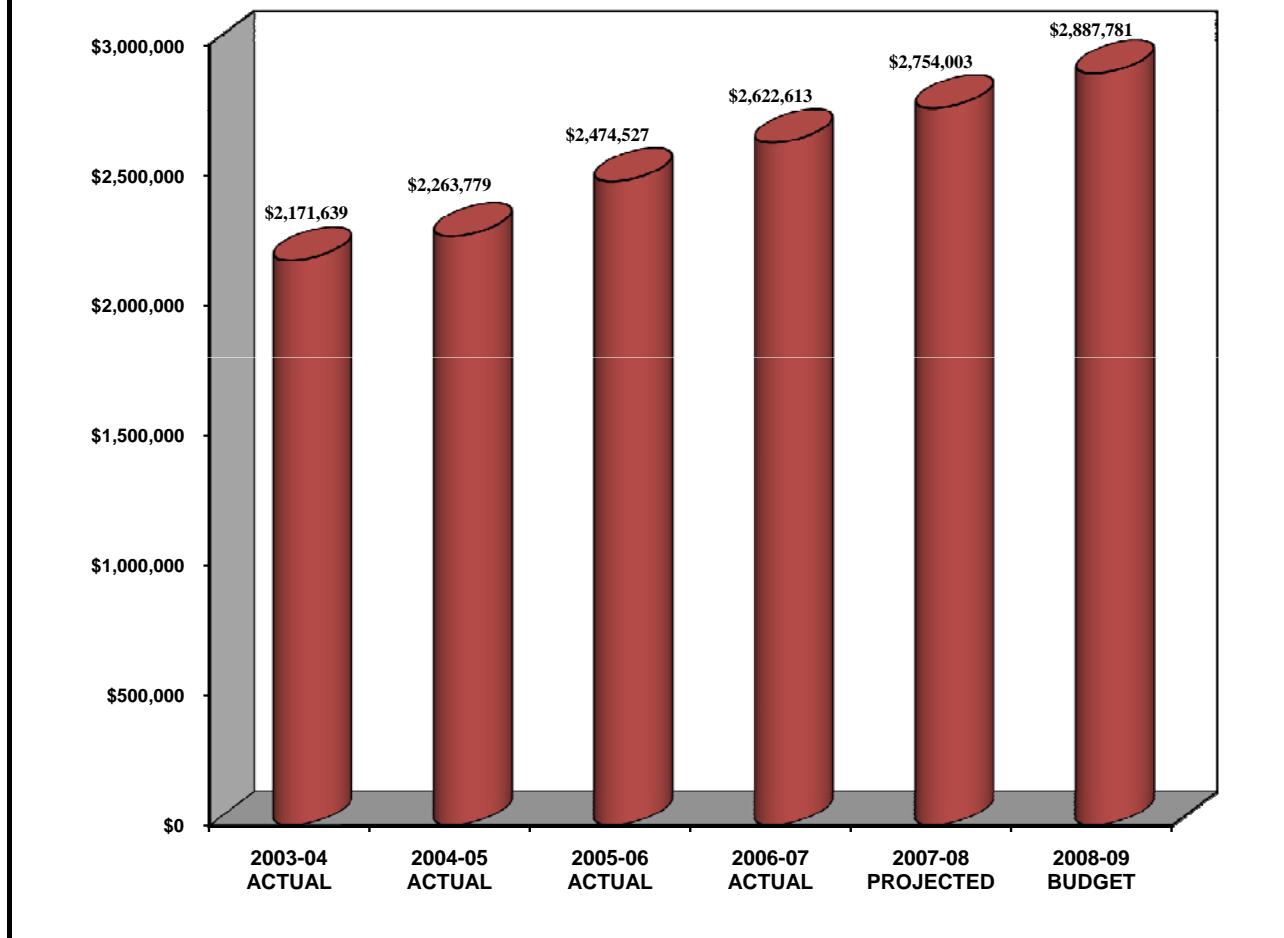
SOLID WASTE OPERATING REVENUE COMPARISON



**CITY OF ST. AUGUSTINE
SOLID WASTE FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING EXPENDITURES	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
534.10	SOLID WASTE OPERATIONS	2,769,039	2,754,003	2,887,781
	TOTAL OPERATING EXPENDITURES:	2,769,039	2,754,003	2,887,781
	DEBT SERVICE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
577.10	PRINCIPAL	0	0	0
577.20	INTEREST	0	0	0
577.30	OTHER DEBT SERVICE COSTS	0	0	0
	TOTAL DEBT SERVICE:	0	0	0
	TOTAL SOLID WASTE FUND EXPENDITURES:	2,769,039	2,754,003	2,887,781

SOLID WASTE OPERATING EXPENSES COMPARISON



**CITY OF ST. AUGUSTINE
SOLID WASTE FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

SOLID WASTE FUND SUMMARY		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
	TOTAL REVENUES	3,186,006	3,177,741	3,279,165
	TOTAL EXPENDITURES	2,769,039	2,754,003	2,887,781
INTERFUND TRANSFERS FROM/(TO)		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
381.00	GENERAL INTERFUND TRANSFERS	90,000	90,000	90,000
581.00	GENERAL AND ADMIN/SUBSIDY TRANSFERS	(424,348)	(424,348)	(398,281)
587.00	OPERATING TRANSFERS	(82,619)	(82,619)	(83,103)
	TOTAL INTERFUND TRANSFERS:	(416,967)	(416,967)	(391,384)
	TOTAL SOLID WASTE FUND EXCESS/(DEFICIT):	0	6,771	0

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Public Works									
DIVISION:	Solid Waste									
DIVISION SUMMARY										
<p>The Solid Waste Division is responsible for the collection and disposal of approximately 23,000 annual tons of residential and commercial garbage, yard trash, and construction material, as well as coordinating residential recycling services provided by an outside contractor. The division provides commercial front load dumpster service, compactor service, and 96 gallon cart service, as well as residential can and 65 gallon cart service. The division also provides special handling of white goods, large bulky furniture items, tires, paint, and household hazardous waste.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Collected over 19,632 tons of solid waste within the City. 2. Collected approximately 1,669 tons of yard trash. 3. Collected approximately 4,291 tons of construction & demolition materials. 4. Collected approximately 50 tons of metal. 5. Oversaw the collection of 470 tons of recyclable materials. 6. Replaced two aging solid waste collection vehicles and installed two new compactors in downtown area. 7. Coordinated solid waste services for all City events. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$541,381	\$588,453	\$627,743	\$664,621	\$693,837					
OPERATING EXPENSES	1,511,897	1,707,835	1,683,986	1,752,382	1,913,944					
CAPITAL EXPENSES	210,501	178,239	310,884	337,000	280,000					
DIVISION TOTALS	\$2,263,779	\$2,474,527	\$2,622,613	\$2,754,003	\$2,887,781					

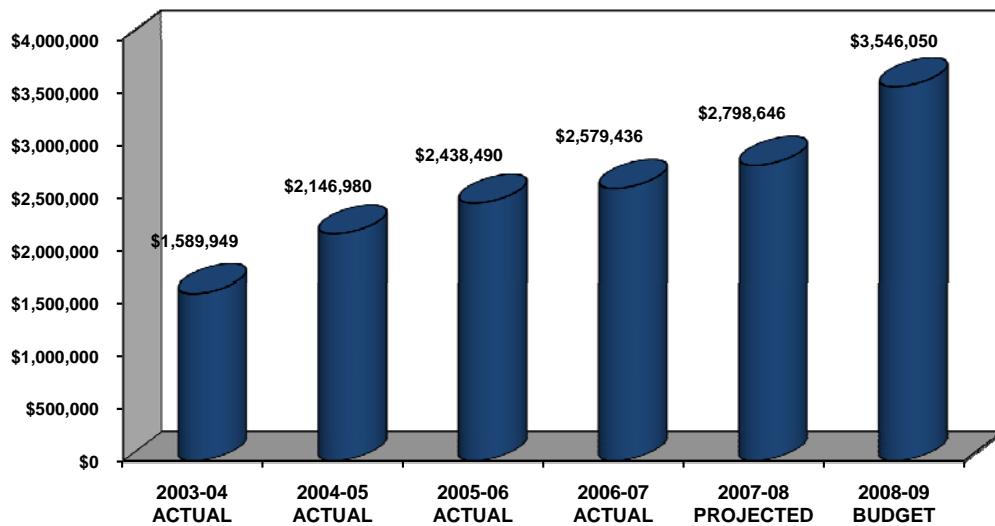
**CITY OF ST. AUGUSTINE
MUNICIPAL MARINA FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	2007-08 BUDGET	2007-08 PROJECTED	2008-09 PROPOSED BUDGET
TOTAL REVENUES	\$ 2,627,580	\$ 2,891,104	\$ 3,611,013
TOTAL EXPENDITURES	\$ 2,627,580	\$ 2,736,715	\$ 3,611,013
SURPLUS/(DEFICIT)	\$ -	\$ 154,389	\$ 0

**CITY OF ST. AUGUSTINE
MUNICIPAL MARINA FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
344.21	GASOLINE	347,000	383,639	500,000
344.22	DIESEL FUEL	1,339,500	1,609,738	2,231,250
344.23	ELECTRICITY	65,000	63,849	60,000
344.24	OTHER SALES	0	586	0
344.25	DOCKAGE	780,000	738,070	750,000
344.27	OVER/SHORT	0	(12)	0
344.28	CABLE TV	4,801	715	4,800
344.29	MISCELLANEOUS REVENUE	0	2,061	0
	TOTAL OPERATING REVENUE:	2,536,301	2,798,646	3,546,050
	NON-OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
334.10	STATE GRANTS	12,500	38,997	0
	TOTAL NON-OPERATING REVENUE:	12,500	38,997	0
	OTHER REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
361.00	INTEREST EARNINGS	13,189	6,987	10,143
362.00	RENTAL INCOME	28,590	26,396	29,070
369.00	OTHER MISCELLANEOUS REVENUE	37,000	20,078	25,750
	TOTAL OTHER REVENUE:	78,779	53,461	64,963
	TOTAL MUNICIPAL MARINA FUND REVENUE:	2,627,580	2,891,104	3,611,013

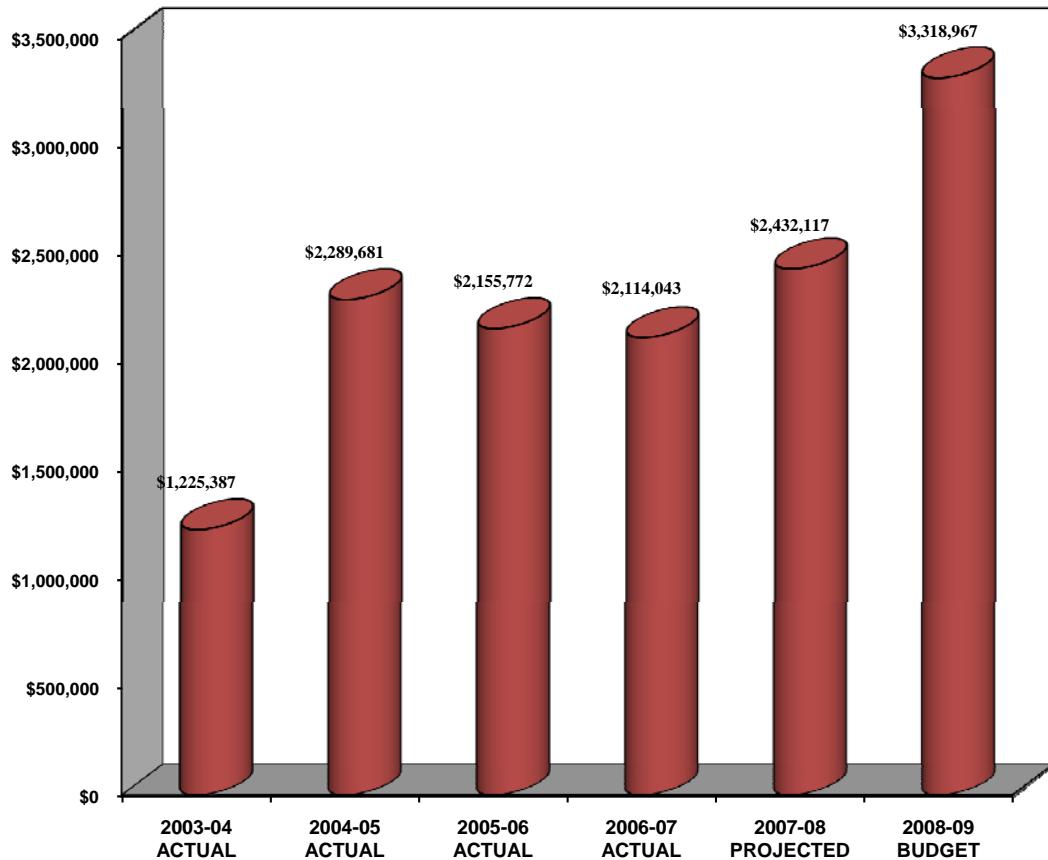
MUNICIPAL MARINA OPERATING REVENUE COMPARISON



**CITY OF ST. AUGUSTINE
MUNICIPAL MARINA FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

OPERATING EXPENDITURES		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
575.10	MUNICIPAL MARINA OPERATIONS	2,322,983	2,432,117	3,318,967
	TOTAL OPERATING EXPENDITURES:	2,322,983	2,432,117	3,318,967
DEBT SERVICE		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
577.10	PRINCIPAL	108,164	108,164	112,324
577.20	INTEREST	50,363	50,364	46,145
577.30	OTHER DEBT SERVICE COSTS	2,000	2,000	2,000
	TOTAL DEBT SERVICE:	160,527	160,528	160,469
	TOTAL MUNICIPAL MARINA FUND EXPENDITURES:	2,483,510	2,592,645	3,479,436

MUNICIPAL MARINA OPERATING EXPENSES COMPARISON



**CITY OF ST. AUGUSTINE
MUNICIPAL MARINA FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

MUNICIPAL MARINA FUND SUMMARY		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
	TOTAL REVENUES	2,627,580	2,891,104	3,611,013
	TOTAL EXPENDITURES	2,483,510	2,592,645	3,479,436
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INTERFUND TRANSFERS FROM/(TO)		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
581.00	GENERAL AND ADMIN/SUBSIDY TRANSFERS	(144,070)	(144,070)	(131,577)
	TOTAL INTERFUND TRANSFERS:	(144,070)	(144,070)	(131,577)
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	TOTAL MUNICIPAL MARINA FUND EXCESS/(DEFICIT):	0	154,389	0

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	General Services									
DIVISION:	Municipal Marina									
DIVISION SUMMARY										
<p>The Municipal Marina is staffed 24 hours a day, 7 days a week, to serve and accommodate yachts, cruising clubs, commercial ventures, specialty craft, dinghies, tournaments, and special events. The marina sells gas, diesel fuel, oil, ice, and dockage. It consists of 85 slips, a 280' fuel area, two pump out facilities, a special events dock, laundry room, shower facilities, ship's store, and four commercial ticket booths.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Installed two new Pump-Out Stations. 2. Developed a comprehensive Policy and Procedure Manual. 3. Replaced seven deteriorated triangle bracing frames on the finger piers as well as many badly deteriorated connecting rods, pile guides and rollers on the South Dock. 4. Repainted entire Marina Facility and updated signage. 5. Installed new signage, carpet, tile and countertops in the Marina Office. 6. A new ice cooler and deck extension were added onto the Marina Office. 7. Installed new Bulletin Board providing boaters with current relevant information. 8. Installed new lighting features in the courtyard and repaired brick columns. 9. Awarded by Water's Edge Magazine 2007 as "Favorite Marina". 10. Runner-up, to Charleston Marina, as the Great Loopers Association, "Best Marina Award". 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$369,947	\$408,314	\$423,665	\$436,096	\$476,771					
OPERATING EXPENSES	1,368,282	1,570,262	1,635,068	1,941,864	2,819,196					
CAPITAL EXPENSES	551,452	177,196	55,310	54,158	23,000					
DIVISION TOTALS	\$2,289,681	\$2,155,772	\$2,114,043	\$2,432,117	\$3,318,967					

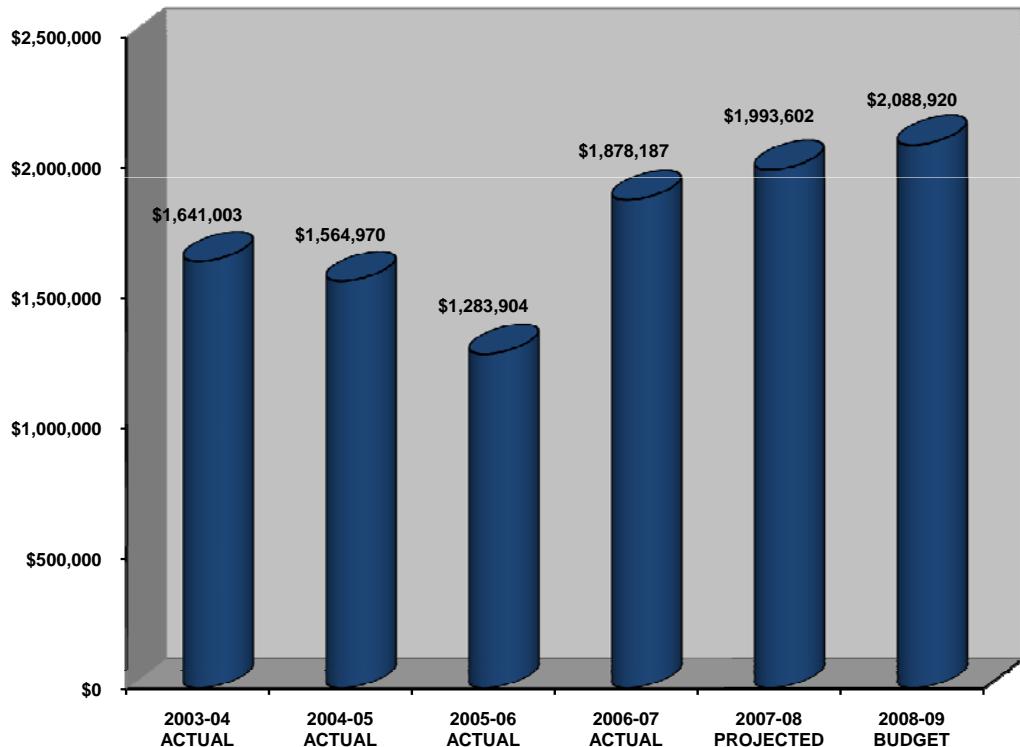
**CITY OF ST. AUGUSTINE
HERITAGE TOURISM FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	2007-08 BUDGET	2007-08 PROJECTED	2008-09 PROPOSED BUDGET
TOTAL REVENUES	\$ 4,376,127	\$ 4,184,569	\$ 4,385,160
TOTAL EXPENDITURES	\$ 4,376,127	\$ 4,184,569	\$ 4,385,160
SURPLUS/(DEFICIT)	\$ -	\$ -	\$ 0

**CITY OF ST. AUGUSTINE
HERITAGE TOURISM FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
575.50	HERITAGE TOURISM	1,221,286	1,056,296	1,158,920
575.30	VISITOR INFORMATION	875,000	937,306	930,000
	TOTAL OPERATING REVENUE:	2,096,286	1,993,602	2,088,920
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	NON-OPERATING REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
575.50	HERITAGE TOURISM	16,000	17,075	9,389
575.30	VISITOR INFORMATION	200,000	205,000	200,000
	TOTAL NON-OPERATING REVENUE:	216,000	222,075	209,389
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	OTHER REVENUE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
575.50	HERITAGE TOURISM	695,078	663,869	713,905
575.30	VISITOR INFORMATION	26,979	28,579	27,870
	TOTAL OTHER REVENUE:	722,057	692,448	741,775
	TOTAL HERITAGE TOURISM FUND REVENUE:	3,034,343	2,908,125	3,040,084

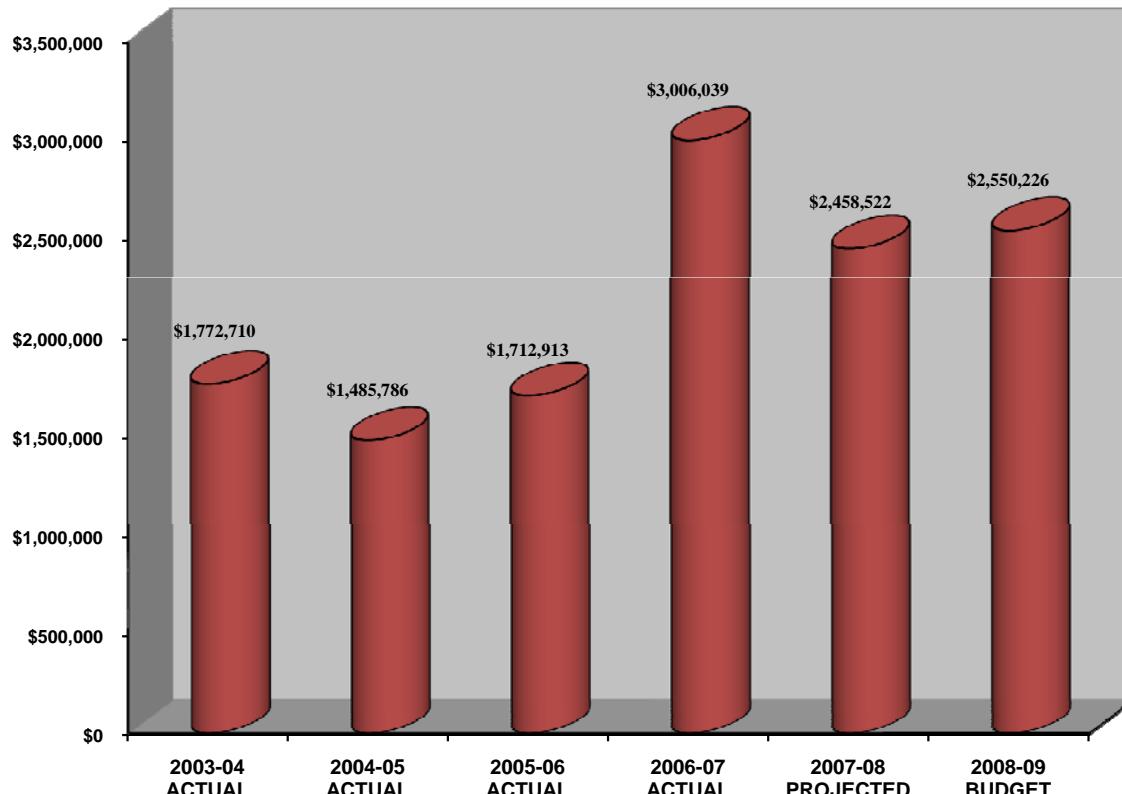
HERITAGE TOURISM OPERATING REVENUE COMPARISON



**CITY OF ST. AUGUSTINE
HERITAGE TOURISM FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	OPERATING EXPENDITURES	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
575.20	V.I.C. CENTER	950,970	888,951	903,508
575.50	H.T. ADMINISTRATION	397,991	368,777	393,396
575.51	H.T. FACILITIES MAINTENANCE	81,460	63,118	66,040
575.52	H.T. SPANISH QUARTER VILLAGE	593,412	571,520	580,884
575.53	H.T. MUSEUM STORE	626,247	566,156	606,398
	TOTAL OPERATING EXPENDITURES:	2,650,080	2,458,522	2,550,226
	DEBT SERVICE	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
577.10	PRINCIPAL	127,329	127,329	128,200
577.20	INTEREST	1,023,949	1,023,949	1,168,753
577.30	OTHER DEBT SERVICE COSTS	1,500	1,500	1,500
	TOTAL DEBT SERVICE:	1,152,778	1,152,778	1,298,453
	TOTAL HERITAGE TOURISM FUND EXPENDITURES:	3,802,858	3,611,300	3,848,679

HERITAGE TOURISM OPERATING EXPENSES COMPARISON



**CITY OF ST. AUGUSTINE
HERITAGE TOURISM FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

HERITAGE TOURISM FUND SUMMARY		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
	TOTAL REVENUES	3,034,343	2,908,125	3,040,084
	TOTAL EXPENDITURES	3,802,858	3,611,300	3,848,679
INTERFUND TRANSFERS FROM/(TO)		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
388.00	OTHER TRANSFERS	1,341,784	1,276,444	1,345,076
581.00	GENERAL & ADMIN/SUBSIDY TRANSFER	(143,885)	(143,885)	(115,739)
587.00	OPERATING TRANSFERS	(256,037)	(256,037)	(283,558)
588.00	OTHER TRANSFERS	(173,347)	(173,347)	(137,184)
	TOTAL INTERFUND TRANSFERS:	768,515	703,175	808,595
	TOTAL HERITAGE TOURISM FUND EXCESS/(DEFICIT):	0	0	0

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Heritage Tourism									
DIVISION:	Administration									
DIVISION SUMMARY										
<p>The Administration Division administers the program of historical research, restoration, and interpretation initiated within the City in 1935 and conducted under the auspices of the State of Florida from 1959 to 1997. The department operates three museums and manages the 32 buildings leased by the State. It also provides assistance in preserving the City's principal historic monuments.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Added display cases and community materials to the VIC and expanded hours of operation. 2. Improved the HDPF's revenue control system increasing the number of vehicles parked with fewer slow- downs. 3. Implemented display changes in the Government House store that resulted in doubling store sales. 4. Revised the school tour packet and put it on a CD that was mailed to teachers and increased school tour attendance by 2.8% over previous year. 5. Continued to maintain museum volunteer program, recording 1,628 hours of donated time. 6. Received a perfect score for the Colonial Spanish Quarter from the Florida Attractions Association's Secret Shopper program. 7. Conducted a second annual archaeological summer camp for 4th graders. 8. Maintained Sala rental revenues with fewer events, saving staff time and wear on the building. 9. Conducted or assisted in 14 repeat heritage tourism events and added 7 new events. 10. Initiated a museum "branding" effort to enhance advertising and name recognition, and improve attendance. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$700,719	\$757,124	\$916,957	\$1,000,494	\$1,020,506					
OPERATING EXPENSES	\$523,043	\$568,341	\$923,715	\$569,077	\$626,212					
CAPITAL EXPENSES	\$0	\$0	\$52,798	0	\$0					
DIVISION TOTALS	\$1,223,762	\$1,325,465	\$1,893,470	\$1,569,571	\$1,646,718					

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Heritage Tourism									
DIVISION:	Visitor Services									
DIVISION SUMMARY										
<p>The Visitor Information Center provides information services, an orientation video, brochures, advertising, sale of museum tickets, and gift shop, as well as parking and restroom facilities to visitors. The VIC is the principal visitor information center within St. Johns County.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Improved marketing of Heritage Tourism with addition of artifact display cases and community oriented materials. This included utilizing public funding of holiday displays, support from St. Johns County schools, and increasing VIC and gift shop hours during peak periods. 2. Continued to improve the HDPF's revenue control system by 'humanizing' patrons' experience with the staffing of exits instead of using the Pay-On-Foot system; increased number of vehicles parked with fewer slow downs. 3. Began computerization of Information Desk to better assist visitors. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$198,195	\$200,952	\$391,600	\$406,673	\$412,171					
OPERATING EXPENSES	101,389	186,496	706,616	474,993	491,337					
CAPITAL EXPENSES	0	0	64,195	7,285	0					
DIVISION TOTALS	\$299,584	\$387,448	\$1,162,411	\$888,951	\$903,508					

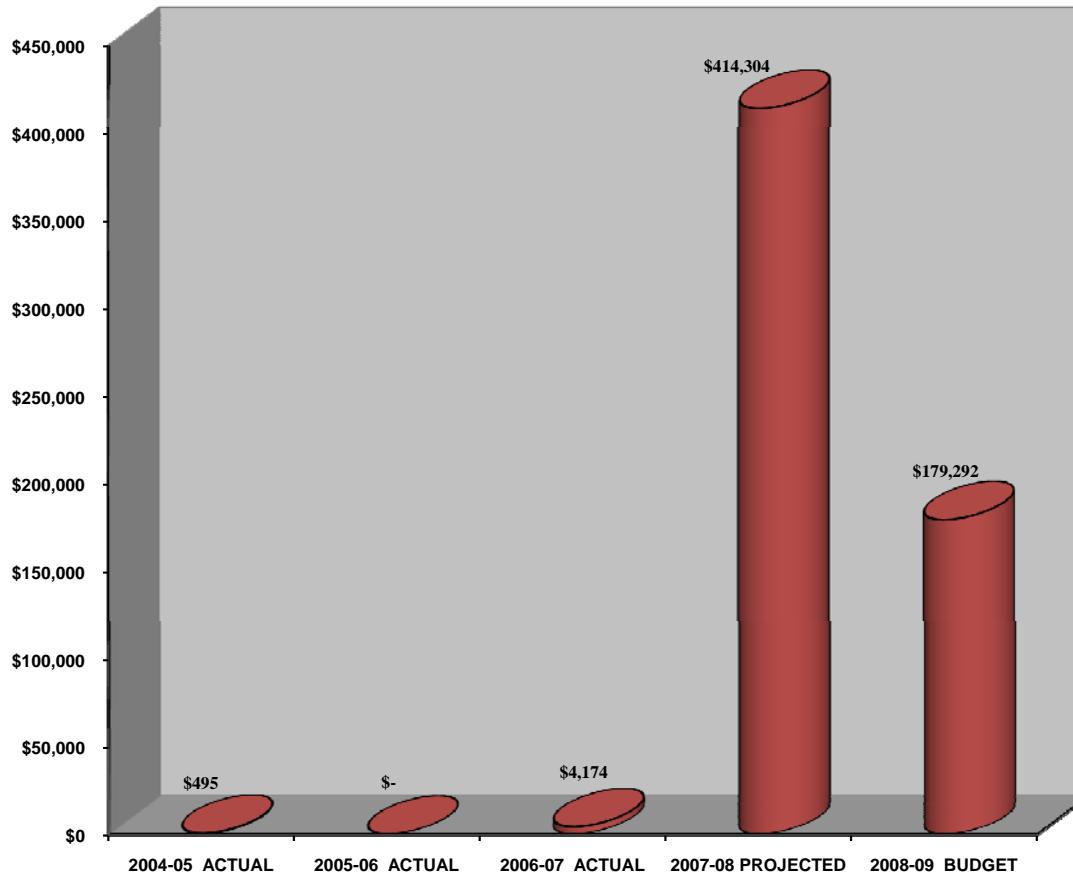
**CITY OF ST. AUGUSTINE
COMMUNITY REDEVELOPMENT AGENCY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	2007-08 BUDGET	2007-08 PROJECTED	2008-09 PROPOSED BUDGET
TOTAL REVENUES	\$ 1,648,394	\$ 1,619,723	\$ 1,441,145
TOTAL EXPENDITURES	\$ 1,648,394	\$ 1,572,032	\$ 1,441,145
SURPLUS/(DEFICIT)	\$ -	\$ 47,691	\$ 0

**CITY OF ST. AUGUSTINE
COMMUNITY REDEVELOPMENT AGENCY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

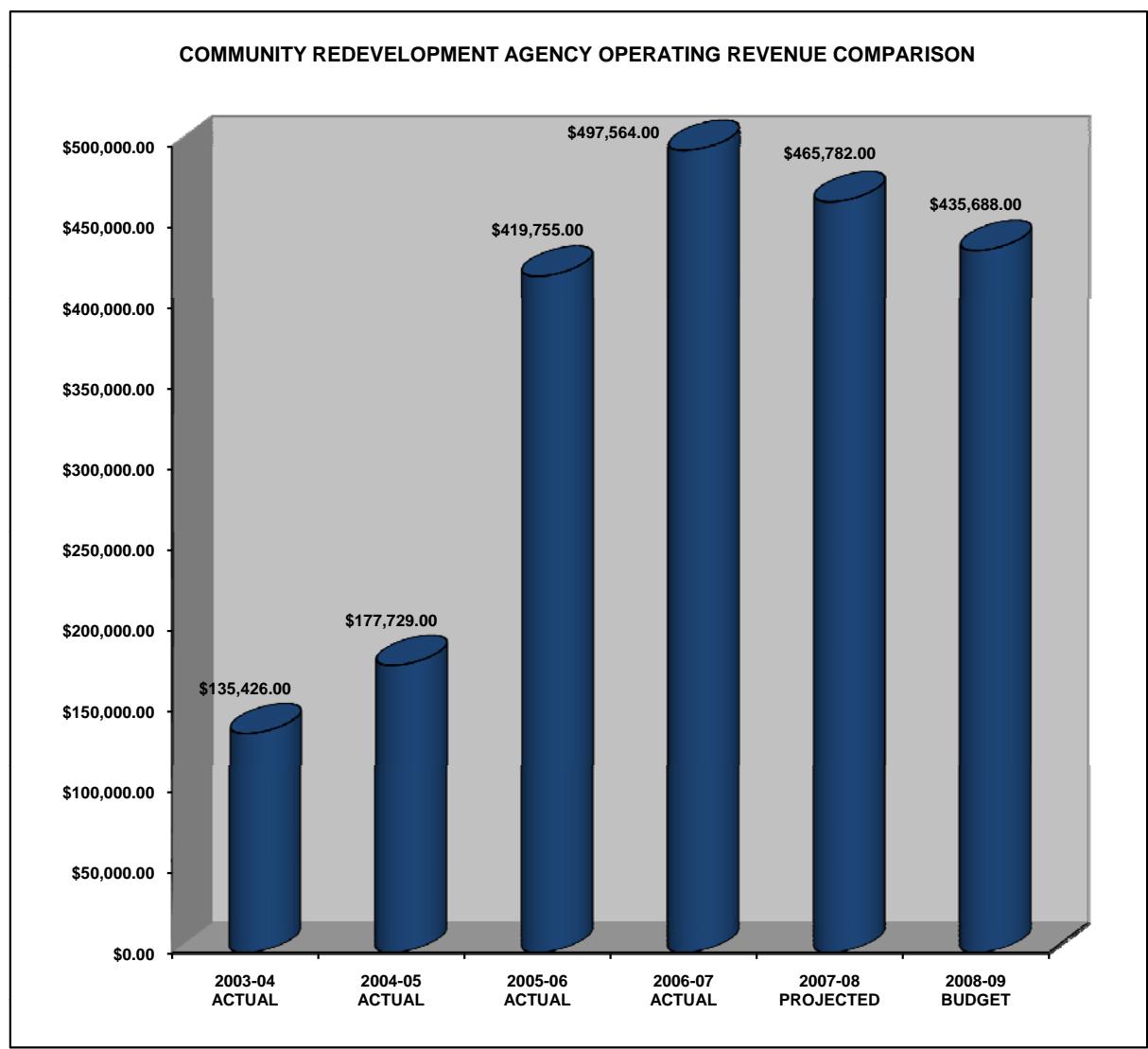
OPERATING EXPENDITURES		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
575.60	PARKING & TRANSPORTATION DIVISION	450,509	414,304	179,292
TOTAL OPERATING EXPENDITURES:		450,509	414,304	179,292
DEBT SERVICE		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
577.10	PRINCIPAL	0	0	0
577.20	INTEREST	0	0	0
577.30	OTHER DEBT SERVICE COSTS	0	0	0
TOTAL DEBT SERVICE:		0	0	0
TOTAL CRA FUND EXPENDITURES:		450,509	414,304	179,292

**COMMUNITY REDEVELOPMENT AGENCY OPERATING EXPENDITURES
COMPARISON**



**CITY OF ST. AUGUSTINE
COMMUNITY REDEVELOPMENT AGENCY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

OPERATING REVENUE		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
311.50	INCREMENTAL TAXES	466,949	465,782	435,688
TOTAL OPERATING REVENUE:		466,949	465,782	435,688
OTHER REVENUE		07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
361.00	INTEREST EARNINGS	125,000	76,221	57,500
TOTAL OTHER REVENUE:		125,000	76,221	57,500
TOTAL CRA FUND REVENUE:		591,949	542,003	493,188



**CITY OF ST. AUGUSTINE
COMMUNITY REDEVELOPMENT AGENCY FUND
BUDGET SUMMARY FOR FISCAL YEAR 2008-09**

	COMMUNITY REDEVELOPMENT AGENCY FUND SUMMARY	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
	TOTAL REVENUES	591,949	542,003	493,188
	TOTAL EXPENDITURES	450,509	414,304	179,292
<hr/>				
	INTERFUND TRANSFERS FROM/(TO)	07-08 BUDGET	07-08 PROJECTED	08-09 BUDGET
381.00	GENERAL INTERFUND TRANSFERS	706,445	706,445	692,957
383.00	SUBSIDY TRANSFERS	0	0	0
387.00	OPERATING TRANSFERS	0	0	0
388.00	OTHER TRANSFERS	550,000	550,000	255,000
581.00	GENERAL & ADMIN/SUBSIDY TRANSFER	(60,481)	(60,481)	(61,944)
582.00	DEBT SERVICE	(1,120,906)	(1,120,906)	(1,120,906)
587.00	OPERATING TRANSFERS	(216,498)	(155,066)	(79,003)
588.00	SURPLUS TRANSFERS	0	0	0
TOTAL INTERFUND TRANSFERS:		(141,440)	(80,008)	(313,896)
<hr/>				
	TOTAL CRA FUND EXCESS/(DEFICIT):	0	47,691	0

CITY OF ST. AUGUSTINE

DIVISION SUMMARY SHEET

PROPOSED BUDGET FOR FY08-09										
DEPARTMENT:	Community Redevelopment Agency									
DIVISION:	Historic Area Community Redevelopment Area									
DIVISION SUMMARY										
<p>The Community Redevelopment Agency (CRA) was established to assist the City in addressing the transportation and parking blight within the historic downtown area. An eight-item redevelopment plan was developed to correct the transportation and parking blight within the geographic boundaries of the CRA.</p>										
PRIOR YEAR ACCOMPLISHMENTS										
<ol style="list-style-type: none"> 1. Continued to accumulate funds to be used within the CRA for the redevelopment of the parking and transportation blighted area. 2. Completed the design, procurement, and pre-construction phase of the multi-space metering program. 3. Furthered the development of the Heritage Tourism Signage Program. 										
EXPENDITURES										
CATEGORY	ACTUAL EXPENSES 04-05	ACTUAL EXPENSES 05-06	ACTUAL EXPENSES 06-07	PROJECTED EXPENSES 07-08	PROPOSED BUDGET 08-09					
PERSONAL SERVICES	\$0	\$0	\$0	\$0	\$0					
OPERATING EXPENSES	495	0	4,174	235,579	49,000					
CAPITAL EXPENSES	0	0	0	178,725	130,292					
DIVISION TOTALS	\$495	\$0	\$4,174	\$414,304	\$179,292					

**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FISCAL YEAR 2008-09
STATISTICAL INFORMATION**

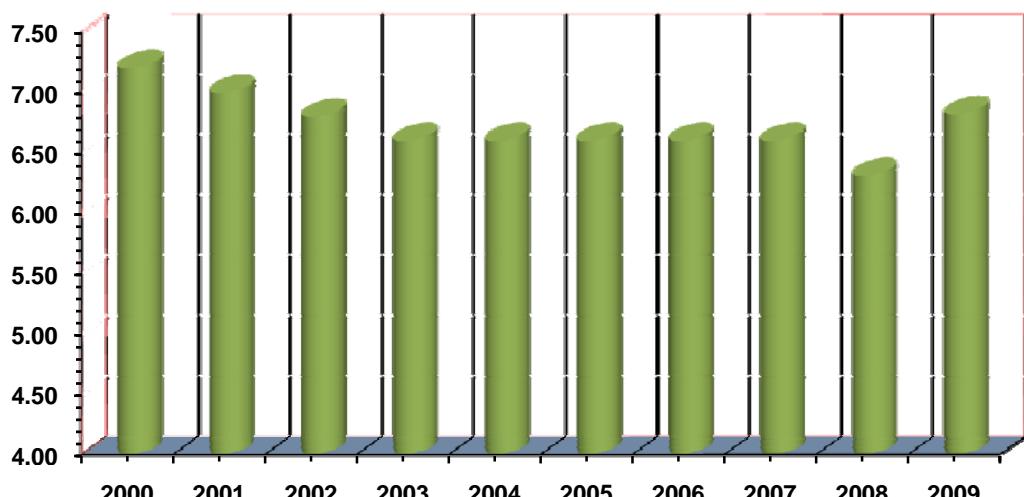
MILLAGE RATE COMPARISON

**CITY OF ST. AUGUSTINE
STATISTICAL INFORMATION
MILLAGE RATE COMPARISON**

10-Year History on Millage Rates		
Fiscal Year	Millage Rate	Percentage Increase/Decrease
2000	7.20	-----
2001	7.00	-2.78%
2002	6.80	-2.86%
2003	6.60	-2.94%
2004	6.60	0.00%
2005	6.60	0.00%
2006	6.60	0.00%
2007	6.60	0.00%
2008	6.31	-4.39%
2009	6.82	8.08%

**Proposed

MILLAGE RATE COMPARISON



**This diagram is based on the proposed millage rate of 6.8232, as adopted by the City Commission.

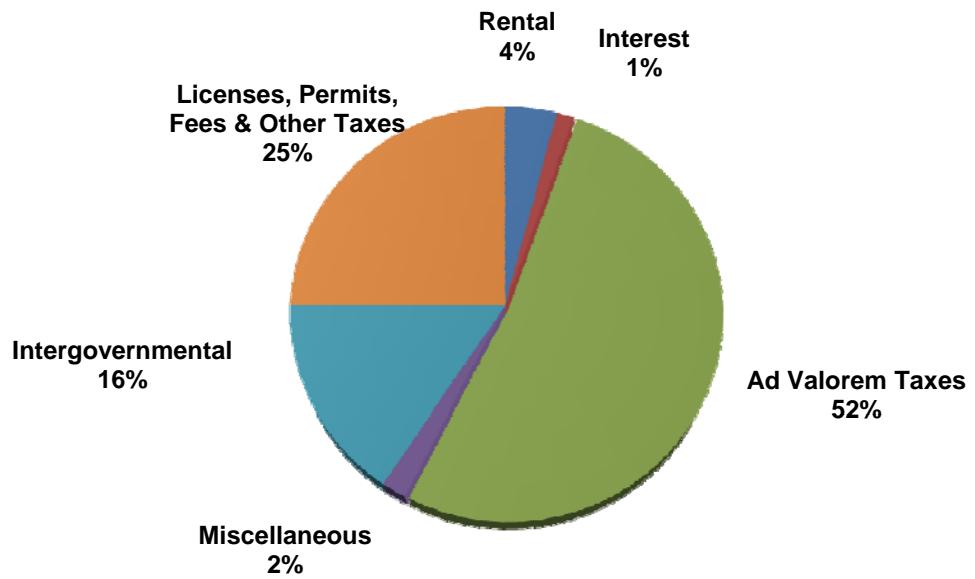
**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FISCAL YEAR 2008-09
STATISTICAL INFORMATION**

GENERAL FUND REVENUE SOURCES

**CITY OF ST. AUGUSTINE
STATISTICAL INFORMATION
GENERAL FUND REVENUE SOURCES**



From where are these funds derived?



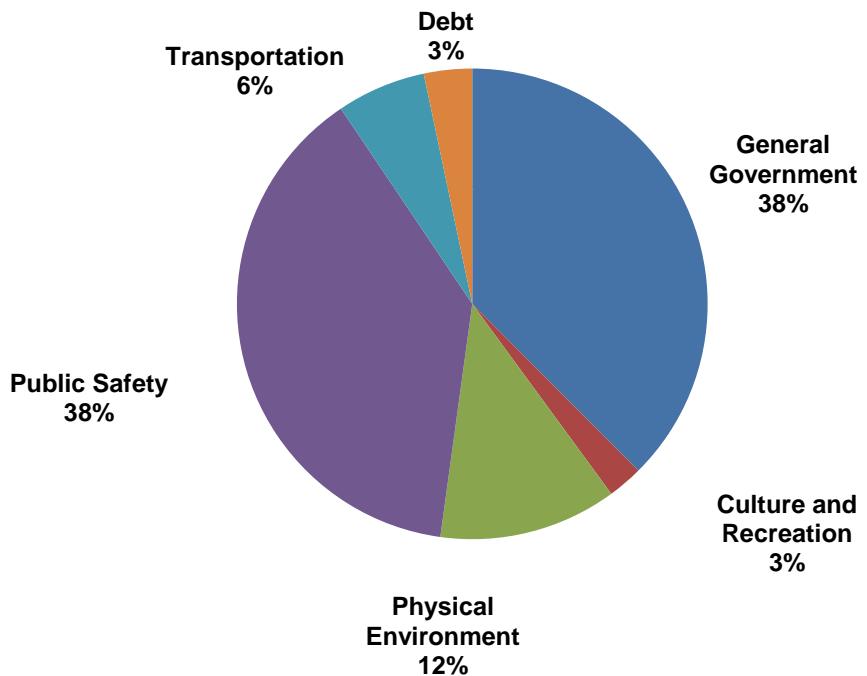
**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FISCAL YEAR 2008-09
STATISTICAL INFORMATION**

GENERAL FUND EXPENDITURE SOURCES

**CITY OF ST. AUGUSTINE
STATISTICAL INFORMATION
GENERAL FUND EXPENDITURE SOURCES**



How are these funds expended?



**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FISCAL YEAR 2008-09
STATISTICAL INFORMATION**

CONSUMER PRICE INDEX

**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FISCAL YEAR 2008-09
STATISTICAL INFORMATION**

**UNRESERVED FUND
BALANCE SCHEDULE**

**CITY OF ST. AUGUSTINE
STATISTICAL INFORMATION
UNRESERVED FUND BALANCE SCHEDULE**

FUND	9/30/07 BALANCE	2007-08 PROJECTED SURPLUS/(DEFICIT)	09/30/08 PROJECTED BALANCE
GENERAL	\$ 11,894,648	\$ 107,920	\$ 12,002,568
UTILITIES ¹	\$ 3,396,294	\$ 5,070	\$ 3,401,364
STORMWATER ²	\$ 3,616,387	\$ 278,431	\$ 3,894,818
SOLID WASTE	\$ 19,715	\$ 6,771	\$ 26,486
MUNICIPAL MARINA	\$ 449,381	\$ 154,389	\$ 603,770
HERITAGE TOURISM	\$ (113,834)	\$ -	\$ (113,834)
CRA ³	\$ 1,450,764	\$ 47,691	\$ 1,498,455

¹ Adjusted for expenses related to Commission approved projects.

² All monies from the Stormwater Funds are designated for future capital projects.

³ All monies from the CRA Funds are designated for projects, as identified by the redevelopment plan.

**CITY OF ST. AUGUSTINE
BUDGET SUMMARY FOR FISCAL YEAR 2008-09
STATISTICAL INFORMATION**

**WATER, SEWER AND SOLID WASTE
HISTORICAL TRENDS**

**CITY OF ST. AUGUSTINE
STATISTICAL INFORMATION
WATER, SEWER AND SOLID WASTE HISTORICAL TRENDS**

