



**COMMISSION BUDGET WORKSHOP AGENDA
SESSION OF THE CITY COMMISSION TO BE HELD AT THE
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
FRIDAY, JULY 23, 2021
8:30 AM**

1. MEETING CALLED TO ORDER

2. INTRODUCTION AND HIGHLIGHTS

Mike Steigerwald

3. BUDGET OVERVIEW

Tavia Conner

4. PERSONNEL OVERVIEW

Roxane Walton

5. REVIEW OF DEPARTMENTS

Department / Page Numbers

Department Head

City Commission (44-49)
City Manager (50-61; 169; 209-216)
City Attorney (62-67)
Finance (68-75)
Development Services (76-83; 181-198)
Police (84-97; 200-208)
Fire (98-103)
Public Works (104-113; 133-140; 141-148)
(155; 160-168; 170-180)
Parks and Recreation (114-127; 199)
Human Resources (128-132; 217-218)
Airport (149-154)
Information Technology (155-159)

Desiree Matthews
Desiree Matthews
Olga Sanchez de Fuentes
Tavia Conner
Craig Holland
Jeff O'Dell
Jim Walls
Natrevia Gradney-Mitchell

Steve Lackey
Roxane Walton
Shaun Germolus
Peggy Sousa

6. EXPIRATION OF LOCAL OPTION SALES TAX IN 2025

7. CONCLUSION

1. Set the Proposed Millage for FY2021/2022
2. Public Hearing Schedule (September 14th and September 28th)
3. Final Questions

IN ACCORDANCE WITH FLORIDA STATUTES 286.105: ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING WILL NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS MADE.

IN ACCORDANCE WITH FLORIDA STATUTE 286.26, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE OFFICE OF THE CITY CLERK, 101 CHURCH STREET, KISSIMMEE, FL 34741, (407) 518-2309.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**CITY OF KISSIMMEE, FLORIDA
LISTING OF CITY OFFICIALS
AS OF OCTOBER 1, 2021**

CITY COMMISSION

Olga Gonzalez – Mayor/Commissioner

Felix Ortiz – Vice Mayor/Commissioner

Jim Fisher – Mayor Pro Tem/Commissioner

Carlos Alvarez, III – Commissioner

Olga Lucia Castano – Commissioner

CITY MANAGER

Michael H. Steigerwald

CITY ATTORNEY

Olga Sanchez de Fuentes

DEPARTMENTAL OFFICIALS

Desiree S. Matthews

Austin D. Blake

Shantavia Conner

Jeffrey M. O'Dell

Craig M. Holland

Shaun J. Germolus

James F. Walls

Natrevia Gradney-Mitchell

Steve Lackey

Roxane Walton

Margaret R. Sousa

Deputy City Manager

Assistant City Manager

Finance Director

Police Chief

Development Services Director

Airport Director

Fire Chief

Public Works & Engineering Director

Parks & Recreation Director

Human Resources & Risk Management Director

Information Technology Director

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

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INTRODUCTION

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

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

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

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

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

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

MISSION STATEMENT

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

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

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

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

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

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

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

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

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

EXECUTIVE SUMMARY OVERVIEW

This section is designed to provide the reader with general background and summary information about the City of Kissimmee and the FY 2022 Budget. Highlights of the material included are as follows:

Budget Message - written to give the City Commission and public a broad picture of the FY 2022 Budget.

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

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

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

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

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

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

Glossary - gives definitions of selected terms.

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

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

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

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

July 23, 2021

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

BUDGET MESSAGE FOR 2021/2022 FISCAL YEAR

Submitted herewith is the FY 2022 Annual Budget for the City of Kissimmee. Every effort has been made to clearly present funding levels and provide sufficient narrative explanation to document the City's financial plans for the coming year. Due to the ongoing COVID-19 pandemic, some revenue sources for the current fiscal year, have been projected below original estimates; however, projections for FY 2022 are anticipated to show a rebound. Therefore, for most funds, the FY 2022 budget includes some modifications in anticipated sources or uses of funds from what had been forecasted for FY 2022 in prior year long range projections.

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

The total City Budget for FY 2022 is \$216,737,855 compared to an Adjusted Budget of \$242,063,043 for FY 2021 and \$205,508,253 initially approved for FY 2021. The Adjusted Budget for FY 2021 was substantially larger because it reflected several major projects in the Local Option Sales Tax, Local Option Gas Tax and the Series 2016 Construction Funds that were budgeted or carried forward from the prior year.

Budget Format

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

As in the past, each Department and Division summary presents historical data on expenditures summarized by object code for comparison to the approved budget amount. This provides a picture of spending trends of each operation. Positions approved or eliminated in each division are then presented in the Personnel Schedule. The Capital Outlay Schedule details items proposed to be funded this fiscal year. In addition, there is a schedule presented to provide additional information and details on amounts budgeted for professional services expenditures. A consolidated listing of

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

capital outlays, indicating which items are additions or replacements, is also provided. These schedules are located in the Schedules section of the Budget.

Budgeted Personnel Costs

The FY 2022 budget includes an increase for all City employees, which is split into a 2% cost-of-living adjustment and a 1% merit increase. In addition, monies have been included in the budget for various position reclassifications totaling approximately \$32,000 of which \$2,490 is included in the General Fund. Payments for longevity and the sick leave buy back program will continue to be paid in FY 2022. The FY 2022 budget includes a net increase of six (6) full-time and three (3) part-time positions throughout various City departments.

In the General Fund, five (5) full-time positions will be added. The additions are as follows: four (4) Police Officers, will be added in the Police Department to help with increased demands throughout the Department; and in the Public Works Department a Marking Technician I will be added to assist in the Signs and Markings operation. Also, two (2) part-time Swim Instructor positions will be added to the aquatic center facility to assist with the growing demand for swimming lessons; and one part-time Facility Attendant for the Cemetery.

In addition to the changes in General Fund, a Community Redevelopment and Housing Specialist will be added to the Community Development Block Grant fund to assist with the increased workload.

General Fund

FY 2022 total revenue for the General Fund is projected to be \$77,605,654 compared to the FY 2021 estimate of \$77,113,301 which is an increase of \$492,353. This increase can be attributed to lower-than-normal revenues in FY 2021 as result of the global pandemic as well as a significant increase in the ad valorem tax revenues and moderate increases in the KUA, TWA and utility tax transfer payments. The projected revenue increase will be significantly offset by total budgeted expenditures. In FY 2022, ad valorem taxes represent about 24% of projected revenues. In addition, 13% is expected from state distributions, 17% from service charges and all other sources, 10% from utility taxes, 10% from Tohopekaliga Water Authority (TWA) and 26% from the Kissimmee Utility Authority (KUA).

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

Certified assessed values for ad valorem taxes are \$316,883,189 (or 7.9%) higher than last year which results in a total assessed value of \$4,343,397,868. This includes an increase from new construction of \$150,157,887 or an additional \$659,800 in ad valorem revenues. Staff is recommending the Commission approve the same millage rate of 4.6253 which will generate total ad valorem tax revenues of \$19,085,042. The rollback rate is 4.3907 mills based upon the latest assessed values. The rolled back rate does not generate additional proceeds from adjustments that increased the prior year tax assessments and only provides proceeds from additions to the tax roll. If the rollback rate was adopted, the City would generate \$1,018,961 less than staff's recommendation for ad valorem revenues.

Overall, General Fund revenue sources will increase approximately 1.5%. This increase is driven by an increase in ad valorem taxes and more moderate increases in transfers from KUA, TWA and utility taxes. Payments from KUA and TWA are projected to increase approximately 1.2% and 4% in FY 2022. All other General Fund revenue sources will experience more modest increases.

The total General Fund budget for expenditures, including capital expenditures, is \$81,613,907. FY 2022 operating expenditures, which include all expenditures except those on capital items and transfers, total \$76,436,454. Approved operating expenditures are \$1,717,051 less than recurring revenues. However, transfers to other funds total \$3,017,853 while capital outlay expenditures are projected to be \$2,159,600. Therefore, total expenditures in General Fund will be more than revenues by \$3,460,402.

Over the past two years, the claims experience in the Health Self Insurance Fund has outpaced the premiums that are transferred from the operating funds. In FY 2020 a one-time transfer for \$1.1 million was made from the General Fund to offset the high claims expense that created a negative fund balance in the Health Self Insurance Fund. Although health insurance and pension expenditures have continued to increase, the financial benefits associated with the health and wellness clinic as well as recent pension changes will help to offset some of the increase in expenditures associated with growth in the community, therefore no additional transfers are anticipated in FY 2021 and 2022.

While gains were made in previous years to narrow the gap between revenues and expenditures, the recent pandemic shut down that negatively impacted the overall global economy has resulted in revenues for the current fiscal year that are below original expectations. Therefore, the disparity between revenues and expenses in both FY 2020 and FY 2021 are higher than normal. However, staff believes these changes will begin to rectify themselves in the coming year as the current crisis is abated.

Based upon FY 2022 projections, ending reserves will be about 34% of budgeted expenditures. Despite this excess over the current targeted 20%, projections indicate

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

reserves will decline to approximately 20% by the end of FY 2026. This approach also enables the City to budget funds for annual operation and personnel expenses that are not likely to be expended but would otherwise be restricted as reserves.

This is due to the nature of personnel expenses where all positions must be fully budgeted but typically 4-5% of annual budgeted funds are not spent due to periodic vacancies in the workforce. However, the City must still consider all options necessary to maintain budgeted revenues and expenditures at levels that will maintain the General Fund reserves at the target level of 20% by the end of FY 2026.

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

Also included in the budget is an allocation of \$100,000 to be used for the operating expenses of an economic development incentive program. The actual use of half of these funds is determined by the City Commission as the opportunities arise. As of July 5, 2021, \$624,248 has been spent or encumbered from the economic incentive funds for FY 2021. Therefore, there is \$662,920 available in the economic development account. For budget purposes, it was assumed that the 2021 appropriation would be used before year end, but if not, whatever amount is remaining will be added to the balance in this account.

Special Revenue Funds

As the overall economy has declined because of the COVID-19 pandemic, so has the local option sales tax revenue. Since the Local Option Sales Tax Fund is required to be spent on capital items only, a portion of the revenues generated from Sales Tax will continue to be used for debt service payments on the Series 2016 Bonds as well as several bank notes. In addition, other projects, such as heavy equipment and infrastructure improvements will be funded in FY 2022.

The Local Option Gas Tax Fund revenue has also been negatively impacted by the current global pandemic. As a result, FY 2021 revenues are projected to have a slight increase of approximately \$126,000 more than the previous year. As with the local option sales tax, staff anticipates that this revenue stream will bounce back to more normal levels in FY 2022. Since the decline in the local option gas tax is not as dramatic as the local option sales tax, the measures to balance this fund over the 5-year period were far less dramatic. In FY 2022, a total of \$290,00 is approved for roadway improvements as well as \$500,000 for the pavement management program. Funding from gas tax revenues also includes engineering staff to handle more design work in-house and funds for the sidewalk program. In the Mobility Fee Fund, \$230,000 is planned for road improvement projects in the FY 2022 budget.

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

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

Activity of the Downtown Community Redevelopment Agency (CRA) will continue to be handled in the Downtown Community Redevelopment Fund. The City will receive the 29th year's collection of the tax increment. Staff has estimated what the tax increment revenue will be based upon the current millage rate of 4.6253. Half of the salaries and benefits for the CRA Manager, Administrative Assistant and a portion of the Development Services Director will be charged back to this Fund from General Fund. The Vine Street Community Redevelopment Agency will generate an increment for the fourth time since its creation. Since the increment has increased significantly since the first year, the remaining 50% of the above referenced salaries and benefits will be charged back to this Fund. In addition, \$500,000 has been set aside to fund development incentives and improvements to the Vine Street CRA.

Revenue collections in the Recreation Impact Fund are projected to decline somewhat from previous years; however, since collections have been much higher in recent years, \$250,000 has been allocated in this fund for capital expenditures. Although the available balance is not expected to grow over the next few years, additional projects can be allocated from this fund due to the significant balance that has been carried forward over the past few years.

Other Funds

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

In the Solid Waste Fund, FY 2022 operating revenues are projected to be approximately \$33,000 less than expenses. This is due to the continued capital investments being made in the solid waste operation. While these investments will result in the use of reserves during the five-year period, projections indicate that the operation will more than recover its investment by the end of the five-year period. At about \$19.50 per month, the City remains one of the most inexpensive residential programs in the area.

The Airport Fund is projected to have total reserves of \$504,773 at the end of FY 2022, which represents a decrease of 4.5% from the FY 2021 projection on reserves. This Fund has experienced a decline in reserves due to the loss of revenue from the vacant golf course property as well the relocation of the Kissimmee Police Department gun range. Due to these revenue losses, it is imperative that staff monitor the financial activities of the Airport to ensure that changes in the operation are made as soon as

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

deemed necessary. As in the past, funds have been allocated to match Federal and State grants that may be available for capital improvements that should continue to bolster economic development at the Airport.

In FY 2021, the Warehouse division has been eliminated and Facilities Management took over their operating and personnel expenditures.

Conclusion

While the COVID-19 pandemic has had a significant impact on various City revenues during FY2020 and part of FY2021, the City remains in very stable financial shape; however, the City must continue to be diligent in managing the operations in a fiscally responsible manner. If staff's assumption that the revenue streams will return to more normal trends, proves to be wrong or takes longer than anticipated, further measures must be taken to account for the loss in revenue. Furthermore, cost increases that can be controlled and those over which the City has no real control, such as landfill charges, health insurance, pension benefits and fuel must be continuously monitored. Additional opportunities to control certain types of costs, such as participation in KUA's solar grid, will be explored in an effort to minimize the use of City resources. In addition, the City must closely monitor the economic climate for other changes that could negatively impact its operations. Since the overall U.S economy was in a growth mode prior to the pandemic, it is almost certain that a slow-down in economic growth will occur in the near term that is unrelated to COVID-19 since economic growth always stymies after prolonged periods of growth. Therefore, staff will continue to monitor revenue collections to determine how closely collections track with the projections. This will provide the City with the ability to respond quickly to potential declines in revenue or sudden increases in expenditures. The City must also continue to be attentive to proposals being considered at both the state and federal levels which might substantially lower revenues or increase expenditures. The City will continue to explore options to effectively manage the amount of physical growth that Kissimmee will continue to experience over the next five to ten years with the potential that revenue growth might not keep pace with the physical growth of the community. In addition, economic development initiatives will be crucial to the City's future success.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

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

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


Mike Steigerwald, City Manager

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**ALL FUNDS
TOTAL BUDGETS SUMMARY**

FUND NAME	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
General Fund	\$ 107,347,181	\$ 109,507,915	\$ 112,297,348	\$ 109,429,861
Stormwater Utility	9,596,650	11,025,377	10,095,039	6,393,971
Solid Waste	7,642,506	8,155,685	8,410,725	7,345,274
Airport	1,638,800	1,675,043	1,693,549	1,598,598
Central Services	9,237,072	10,147,613	10,113,002	10,943,778
Local Option Sales Tax	13,172,889	14,837,887	16,491,728	12,484,362
Mobility Fee	6,266,028	7,210,725	6,942,758	8,969,929
Local Option Gas Tax	6,200,691	6,332,982	6,402,870	5,676,623
Paving Assessment	26,100	10,000	10,000	10,000
Building	8,291,897	7,276,401	7,138,424	4,310,377
Downtown Community Redevelopment	4,488,693	4,529,708	4,544,822	3,552,704
Vine Street Community Redevelopment	1,242,268	2,132,417	2,120,606	2,324,869
CDBG 2021 Entitlement Grant	-	-	-	769,084
SHIP 2021 Grant	-	-	-	500,503
HOME 2021 Grant	-	-	-	335,922
Recreation Impact	1,905,817	1,863,457	1,800,606	979,904
Police 2nd Dollar Assessment	33,650	32,504	38,547	31,142
Justice Assistance Grant	295,521	301,692	266,460	288,004
State Law Enforcement Trust	287,937	275,947	293,137	272,837
Federal Law Enforcement Trust	46,225	46,862	46,525	47,025
School Crossing Guard Trust	33,020	3,650	23,051	3,650
Treasury Forfeiture	284,413	84,923	89,809	79,434
Charter School	8,715,197	8,622,891	8,847,919	8,536,419
Utility Tax	7,707,249	7,940,845	7,833,964	7,993,964
Local Option Sales Tax Bonds	3,081,067	3,062,086	3,062,086	3,085,858
FMHA Bonds	70,824	70,974	70,974	70,854
Local Option Gas Tax Notes	279,109	278,596	278,596	282,946
Community Redevelopment Notes	282,110	281,630	281,630	281,010
Series 2016/2017/2018 Bonds	3,307,688	3,402,309	3,392,135	3,466,060
Liab/Workers Comp Self Insurance	5,978,765	5,613,768	5,426,895	5,163,184
Health Self Insurance	9,398,359	9,714,913	10,531,746	11,509,709
TOTAL BUDGET	\$ 216,857,726	\$ 224,438,800	\$ 228,544,951	\$ 216,737,855

**CITY OF KISSIMMEE
2021 ANNUAL BUDGET**

ALL FUNDS BY OBJECT CODE

DESCRIPTION	Personal Services FY 2022	Operating FY 2022	Capital FY 2022	Other FY 2022	Budget FY 2022
General Fund	\$ 53,379,958	\$ 23,056,496	\$ 2,159,600	\$ 30,833,807	\$ 109,429,861
Stormwater Utility	2,548,753	1,715,407	1,437,200	692,611	6,393,971
Solid Waste	2,274,066	2,885,164	599,500	1,586,544	7,345,274
Airport	707,728	337,297	46,800	506,773	1,598,598
Central Services	3,546,652	5,716,186	1,130,400	550,540	10,943,778
Local Option Sales Tax	-	-	2,280,200	10,204,162	12,484,362
Mobility Fee	-	-	250,000	8,719,929	8,969,929
Local Option Gas Tax	1,053,181	673,576	1,026,100	2,923,766	5,676,623
Paving Assessment	-	5,000	-	5,000	10,000
Building	1,956,439	353,892	775,200	1,224,846	4,310,377
Downtown Comm Redevelopment	-	831,243	750,000	1,971,461	3,552,704
Vine Street Comm Redevelopment	-	255,412	501,500	1,567,957	2,324,869
2021 CDBG Entitlement Grant	222,084	544,000	3,000	-	769,084
2021 HOME Grant	22,001	313,921	-	-	335,922
2021 SHIP Grant	49,299	451,204	-	-	500,503
Recreation Impact	-	-	250,000	729,904	979,904
Police 2nd Dollar Assessment	-	28,905	-	2,237	31,142
Justice Assistance Grant	288,004	-	-	-	288,004
State Law Enforcement Trust	-	21,800	-	251,037	272,837
Federal Law Enforcement Trust	-	-	-	47,025	47,025
School Crossing Guard Trust	-	-	-	3,650	3,650
Treasury Forfeiture	-	-	-	79,434	79,434
Charter School	-	5,302,500	-	3,233,919	8,536,419
Utility Tax	-	30,000	-	7,963,964	7,993,964
Local Option Sales Tax Bonds	-	-	-	3,085,858	3,085,858
FMHA Bonds	-	-	-	70,854	70,854
Local Option Gas Tax Notes	-	-	-	282,946	282,946
Community Redevelopment Notes	-	-	-	281,010	281,010
Series 2016/2017/2018 Bonds	-	-	-	3,466,060	3,466,060
Liab/Workers Comp Self Insurance	-	3,625,008	-	1,538,176	5,163,184
Health Self Insurance	-	10,623,563	-	886,146	11,509,709
TOTAL BUDGET BY OBJECT	\$ 66,048,165	\$ 56,770,574	\$ 11,209,500	\$ 82,709,616	\$ 216,737,855

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CITY OF KISSIMMEE 2021 – 2022 TARGETS FOR ACTION

In January of 2021 the Kissimmee Commission held its strategic planning retreat to develop the City's Strategic Plan and establish overarching targets for action for the City's upcoming fiscal year. These targets are established by reviewing recent accomplishments and input from each department.

The targets for action established by the Commission are the foundation for the development of more specific strategies/initiatives at the departmental level (See each department section by fund for a detailed description of each strategy/initiative). These strategies and initiatives direct how available funds will be allocated throughout the City. The following are the targets for action, listed in priority, set by the City Commission for the 2021-2022 fiscal year.

POLICY AGENDA: TOP PRIORITY

COVID-19 Pandemic City Action Plan

Civic Center Future Direction

Affordable Housing Project

Mental Health Facility Development/Expansion

Airport Control Tower Advocacy for Federal Funding

Downtown Holiday Lighting Enhancements

Aerospace Park Development Funding

POLICY AGENDA: HIGH PRIORITY

Local Option Infrastructure Sales Tax Renewal

Lancaster Ranch Park Development Engineering Design Phase 1

Beaumont Master Development Agreement

Hoagland Boulevard Funding

Federal and State Legislative Advocacy

Marina Restaurant Vendor Selection and Contract

Workforce Job Development

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DESCRIPTION OF CITY

General

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

There are 21.9 square miles or approximately 14,017 acres within the corporate limits of the City. The City is primarily residential in character but also serves as a regional retail and commercial center and is the third largest medical district in central Florida. Since the beginning of the Disney World development in 1971, located approximately 7 miles west of the City, there has been significant growth in the City and the surrounding areas. The land use pattern has changed from a predominantly agricultural emphasis to a more diversified character of residential developments, including single and multi-family buildings, together with commercial and light industrial development. The City's economy also consists of many retail trade, lodging, food and beverage and manufacturing establishments.

Historical Growth

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

<u>Year</u>	<u>Population</u>	<u>Increase</u>	<u>Percentage Increase</u>
2021			
2020	75,644	844	1.13%
2019	74,800	2,637	3.65%
2018	72,163	2,201	3.15%
2017	69,962	1,561	2.28%
2016	68,401	1,809	2.72%
2015	66,592	2,227	3.46%
2014	64,365	703	1.10%
2013	63,662	1,340	2.15%
2012	62,322	1,947	3.22%

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Other City growth indicators have also steadily increased. For example, building values based on permits pulled have averaged \$121.8 million over the past ten years as shown in the following table.

<u>Year</u>	<u>Permits</u>	<u>(000's)</u>
2020	5,568	\$
2019	6,269	195,337
2018	7,791	163,714
2017	6,132	178,403
2016	4,475	134,041
2015	4,207	136,409
2014	4,099	169,281
2013	2,964	45,920
2012	3,335	89,958
2011	2,862	60,363

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

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

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

<u>Year</u>	<u>Per Capita Income (County)</u>	<u>Building Permit Revenues</u>	<u>School Enrollment (County)</u>
2020		5,389,253	68,726
2019	\$ 30,336	\$ 2,664,834	69,114
2018	30,125	2,015,593	67,796
2017	29,915	1,579,961	65,179
2016	29,707	1,851,386	61,141
2015	29,911	765,909	58,569
2014	27,019	897,324	57,252
2013	20,440	446,353	56,639
2012	18,659	566,428	55,921
2011	20,612	413,200	54,167

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Employment

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

Osceola County School District	School System	8,832
Walt Disney Company - Osceola	Hospitality	3,700
Orange Lake Resorts	Hospitality	2,600
Osceola Regional Medical Center	Hospital System	1,900
Adventist Health System	Hospital System	1,658
Gaylord Palms Resort	Hospitality	1,624
Westgate Vacation Villas	Hospitality	1,500
Osceola County Government	County Government	1,399
Valenica College	Education	1,213
Wilson Resort Management	County Government	1,200

Services

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

City Government

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

Transportation

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

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

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Transportation, continued

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

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

Education

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

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

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

ORGANIZATIONAL STRUCTURE

Fund Description

The City of Kissimmee utilizes a fund structure as outlined in the accounting regulations that govern units of local government. A fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Funds are divided into various types according to the legal restrictions imposed upon them or the uses to which the funds may be put. The following is the fund structure contained in the FY 2022 budget:

I. Governmental Funds

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

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

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

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

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

Local Option Sales Tax Bonds Fund
Series 2016 Bonds Fund

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

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II. Proprietary Funds

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

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

Stormwater Utility Fund
Solid Waste Fund
Airport Fund

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

Central Services Fund
Self Insurance Funds

III. Fiduciary Funds

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

Nonexpendable Trust Fund
Cemetery Supplemental Care

Pension Trust Funds
General Employees
Police Officers
Firefighters

Agency Funds
Payroll
Occupational License
Pooled Investment (Clearing)

**CITY OF KISSIMMEE
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Department/Division Description

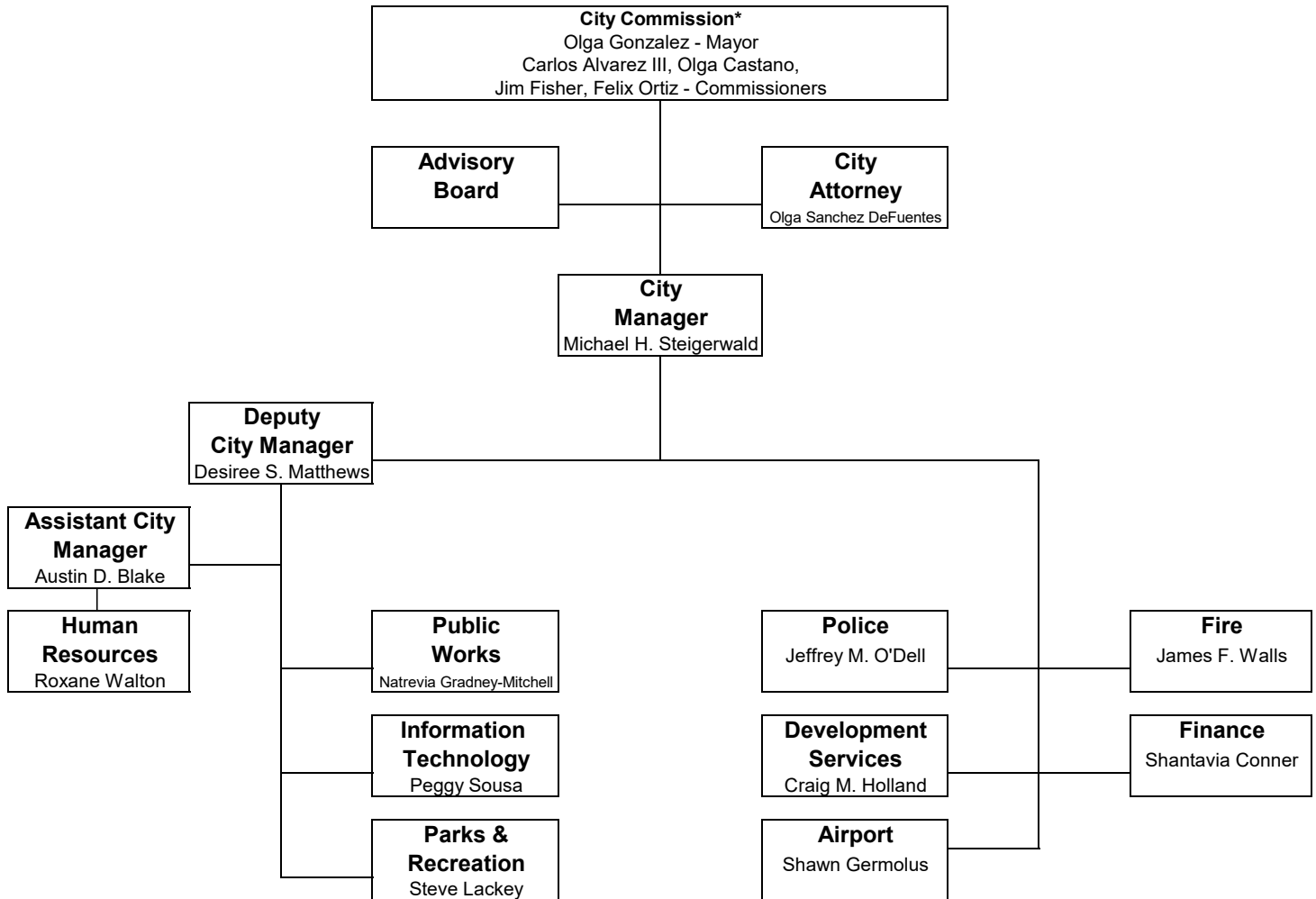
The major City Funds are budgeted and managed as combinations of organizational units known as departments and divisions. Departments consist of one or more divisions and may include divisions accounted for in more than one fund.

Object Code Description

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

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CITY OF KISSIMMEE ORGANIZATION CHART



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

**CITY OF KISSIMMEE
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**PERSONNEL RECAP
FY 2018 to FY 2022**

DEPARTMENT	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>CHANGE</u>
Full-Time Positions:						
City Commission	5	5	5	5	5	-
City Attorney	5	5	5	5	5	-
City Manager	13	13	14	14	14	-
Finance	13	13	14	14	14	-
Development Services	19	20	17	17	17	-
Police	214	227	230	233	237	4
Fire	112	110	112	112	112	-
Public Works	40	41	38	43	37	(6)
Parks & Recreation	67	67	68	70	70	-
Personnel	9	10	10	10	10	-
TOTAL GENERAL FUND	497	511	513	523	521	(2)
Stormwater Utility	36	37	37	35	35	-
Solid Waste	27	27	28	29	29	-
Airport	8	8	8	8	8	-
Central Services	37	41	43	41	41	-
Local Option Gas Tax	12	12	12	13	12	(1)
Building	14	19	19	20	21	1
Community Dev Block Grant	2	2	2	3	4	1
Justice Assistance Grant	3	3	3	3	3	-
TOTAL FULL-TIME	636	660	665	675	674	(1)
All Other Positions:						
Police :						
Auxiliary Officer	5	5	5	5	5	-
School Crossing Guard	-	-	-	-	-	-
Other	7	7	7	7	7	-
Fire	1	1	2	2	2	-
Public Works	2	2	2	2	2	-
Parks & Recreation	79	91	91	93	96	3
Human Resources	3	2	2	2	2	-
TOTAL GENERAL FUND	97	108	109	111	114	2
HOME/SHIP	1	1	-	-	-	-
Community Dev Block Grant	-	-	1	0	0	-
TOTAL ALL OTHER	98	109	110	111	114	1
TOTAL POSITIONS	734	769	775	786	788	2

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BUDGETARY POLICIES AND GUIDELINES

Budgetary Basis

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

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

Revenue Policies

The City continually monitors existing revenue sources to guard against any harmful trends. It also pursues any acceptable alternative to provide new sources of revenue needed to continue providing the desired level of services. Although significant as a funding source for the General Fund budget, the property tax is recognized as having an unacceptable impact on individuals who have fixed incomes or who experience rapid increases in assessed valuation by the County Property Appraiser. Therefore, the City did not increase ad valorem taxes for fifteen years. This practice was successful primarily because the City enjoyed several major alternative revenue sources that supplemented the property tax revenues. While operating expenditures have been substantially supported with utility taxes and established transfers based on electric consumption and water and sewer customer revenue, the local option gas tax and sales tax have allowed substantial outlays on facilities and infrastructure improvements. Despite these additional revenue sources, the ongoing operations associated with the General Fund increased to the point where additional revenue sources were necessary; therefore, in FY 2006 the City Commission approved a 1.25 mill increase in ad valorem taxes. This resulted in a millage rate of 5.5453 mills. During FY 2007, the State Legislature passed legislation that required all counties and municipalities to roll back taxes to the 2006 levels. This resulted in a rollback millage rate of 5.0125. However, the City chose to roll back the millage rate even further to 3.7058 mills. In order to offset this shortfall in property tax revenue, the City implemented a fire fee that generated approximately \$3,000,000 annually. By doing so, the City was able to lower its dependency on property tax revenues. In FY 2010, the rollback millage rate was implemented since property values declined almost eighteen percent. In FY 2011, the assessed value of properties within the City limits decreased over twenty-three percent. Despite this decrease, the millage rate was not increased. In FY 2012, property values declined over eight percent; therefore, the KUA transfer for electric consumption was increased from 6.24 to 6.91 mills as an alternative to raising the property tax millage. In FY 2013, property values declined less than one percent; therefore, the City maintained the millage rate at 4.6253 mills. In FY 2014, the City Commission eliminated the Fire Fee by once again increasing the KUA transfer for electric consumption. The proposed increase in the KUA transfer resulted in a transfer rate of approximately 9.85 mills. Based upon a projected increase in property values of approximately 9.3% in the FY 2021 budget, staff is recommending maintaining the millage rate at 4.6253 mills.

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Expenditure Policies

The City's policy is to assure that current (annual) services and obligations are funded through recurring revenue sources and prior year savings are only applied to one-time expenses. However, in the past, the City has had to dip into reserves to fund current obligations. Since the General Fund reserves were more than adequate, the City was able to do this and still continue to maintain an adequate reserve. Next year, the City's revenues will once again be less than expenditures; therefore, approximately \$3.8 million will be used from General Fund reserves to balance the budget. Despite the use of reserves in FY 2021, staff does not anticipate any issues with maintaining a reserve of at least 20% by the end of FY 2025. Personnel costs are understood to be the major component of the operating budget and receive the foremost consideration during budget development. The City seeks to compensate employees at a level that equates to compensation provided to area employees and considers the need for an appropriate benefit package, including annually accrued costs of the retirement plans. Materials and services costs are estimated based on detailed reviews of historical spending and anticipated increases in demand. Within funding limitations, equipment is generally replaced when its useful life has expired. Safety needs are always given the highest priority in all funding considerations. Requests for new equipment also receive priority when it is expected that efficiency and productivity will improve as a result of the purchase.

Performance Measurement

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

Self-Insurance

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

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

suspended in FY 2009. In FYs 2013 and 2014 an additional \$80,000 and \$50,000, respectively, was budgeted for contributions from the various City funds. The FY 2015 budget included an additional \$100,000 while budgets for FYs 2016-2020 included an additional \$50,000; the FY 2021 budget will include another \$50,000 increase. It is anticipated that an additional \$50,000-\$100,000 will be budgeted each year in order to build the reserve in this fund. In FY 2011, the City established a self-insurance program for health benefits in response to rising health insurance premiums. Due to rising claims expense, the General Fund will make a one-time transfer of \$1.1 million in FY 2020 to address the lack of reserves. It is anticipated that program changes will allow a stable reserve to build over time; therefore, this program will continue in FY 2021.

General Fund Reserve

It was City policy for a number of years to accumulate and maintain 11% of the total General Fund budget as a reserve. This reserve was calculated as a percentage of the total General Fund budget including capital outlays and interfund transfers. This practice was continued through FY 2003. The 11% was considered a minimum since the five-year capital improvement program demonstrated that additional balances are needed to fund large expenditures planned for subsequent years. Beginning in FY 2004, the target reserve amount was decreased to 10% to more accurately reflect the future needs of the City. Based upon a recommendation from the City's financial auditors in later years, the target level for General Fund reserves was increased to 20%. The current 5 Year Capital Plan projections indicate that reserves will be approximately 20% at the end of FY 2025. Staff will continue to monitor revenues and expenditures to determine if any adjustments must be made to maintain a reserve level of at least 20% by the end of the five-year projection cycle.

Investment Policy

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

Debt Management

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

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

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BUDGET PROCESS

Preparation

In January 2021, each Division received a budget preparation package, which included a budget reference manual, budget request forms and data on prior year and current year actual expenses. Each manager then compiled budget requests for the new fiscal year including justifications by line item.

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

Adoption

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

The recommended budget was presented to the City Commission on July 10, 2020. Copies of the entire budget were available to the public and press; summaries were offered to all who were interested. On Friday, July 23, 2021 a special meeting also open to the public was conducted to review the budget's content. By the end of that meeting, the City Commission had further input from citizens and various civic organizations and reached a general consensus on changes they desired to be made.

The first of two required public hearings was held September 7, 2021. As required by State Statute, the City Commission adopted a tentative millage rate on ad valorem taxes and a tentative budget. A half-page advertisement summarized the budget and invited the public to the final budget hearing held September 21, 2021. Copies of the resolutions adopting the millage rate and the budget are included within the subsequent pages.

Amendments and Transfers

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

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

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BUDGET CALENDAR

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

December 31	Budget Reference Manual and forms issued to Departments
January 20-27	Training sessions on Operating Budget preparations
February 12	Submit Strategies and Initiatives to Assistant City Manager
February 16	Capital Program Requests received from Departments
February 23- March 11	Capital Program reviewed by Budget Committee
March 3	Discussion of Proposed Strategies and Initiatives with Commission
April 1	Status Report on Current Year Strategies received from Departments
April 14	Discussion of Capital Program with Commission
April 16	Final Operating Budget Requests received from Departments
April 29 - May 5	Operating Budget Requests reviewed by Budget Committee
May 8	Publication of Final Capital Program Document
July 6	Submit Operating Budget to Commission
July 23	Commission Workshop on Operating Budget
September 14	First Public Hearing on Operating Budget
September 28	Second Public Hearing on Operating Budget
September 30	Publication of Final Operating Budget Document

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FUNDS NOT BUDGETED

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

RESOLUTION NO. -2021

**A RESOLUTION ADOPTING
THE TENTATIVE OPERATING
MILLAGE FOR THE CITY OF
KISSIMMEE, FLORIDA UPON
THE ASSESSMENT ROLL OF
THE YEAR 2021.**

WHEREAS, the City Commission of the City of Kissimmee, Florida, considered a budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022, and

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

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

SECTION 1. The millage rate of 4.6253 mills is hereby adopted, such millage rate being 5.34% more than the rolled back millage rate of 4.3907 as defined in F.S. 200.065.

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

Dated this 14th day of September 2021.

Olga Gonzalez
Mayor-Commissioner

ATTEST:

Linda S. Hansell
City Clerk

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

RESOLUTION NO. -2021

**A RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR
THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND
ENDING SEPTEMBER 30, 2022.**

WHEREAS, the City Commission of the City of Kissimmee, Florida, has, after careful study, arrived at a budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022, and

WHEREAS, public hearings were held to provide the citizens of Kissimmee, Florida, with an opportunity to discuss subject budget beginning at 6:00 p.m. on September 14, 2021

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

SECTION 1. The budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022, shall be \$216,737,855 which is the total of the attached schedule.

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

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

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

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

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

Budget Transfers

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

Interdepartmental transfers shall be approved only by the City Commission.

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

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

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

SECTION 5. The City Manager shall automatically adjust the total amount of the FY 2021/2022 budget by the amount of encumbrances outstanding at September 30, 2021.

SECTION 6. The City Manager shall automatically adjust the total amount of the FY 2021/2022 budget by the amount of unspent grant funds at September 30, 2021.

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

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

SECTION 9. Any unexpended or unencumbered FY 2021/2022 appropriations will automatically lapse at September 30, 2022 and will be carried over to FY 2022/2023 as un-appropriated fund balance.

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

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

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

Dated this 14th day of September 2021.

ATTEST:

Olga Gonzalez
Mayor-Commissioner

Linda S. Hansell
City Clerk

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

GLOSSARY

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

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

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

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

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

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

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

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

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

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

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

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

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

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

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

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

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

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

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

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

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

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

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

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

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

CITY OF KISSIMMEE 2022 ANNUAL BUDGET

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

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

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

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

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

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

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

Tax Year - A calendar year. The tax roll for the 2021 calendar year would be used in figuring the 2021/2022 budget year. The tax bills to be mailed by November 1 represent the property taxes due for the 2021 tax year.

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

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

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

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

GENERAL FUND

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

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

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
<u>SOURCES</u>				
Taxes	\$ 16,558,778	\$ 17,884,952	\$ 17,918,781	\$ 19,285,042
Licenses	272,639	252,000	251,800	251,800
Intergovernmental revenue	8,118,807	9,401,328	8,523,941	9,482,100
Charges for services	6,918,970	7,403,669	7,534,076	8,107,471
Fines & forfeits	2,197,809	2,235,000	2,025,000	2,095,000
Miscellaneous revenue	3,945,568	1,862,592	4,271,448	1,672,618
Transfers	35,858,551	37,096,500	36,588,255	37,259,474
From fund balance	33,476,059	33,371,874	35,184,047	31,276,356
TOTAL SOURCES	\$ 107,347,181	\$ 109,507,915	\$ 112,297,348	\$ 109,429,861
<u>USES</u>				
City Commission	\$ 794,654	\$ 952,026	\$ 879,545	\$ 926,870
City Manager	5,826,563	6,111,639	5,950,987	5,101,751
City Attorney	688,677	985,833	904,839	960,580
Finance	11,107,393	12,044,030	11,840,001	12,089,537
Development Services	2,119,222	3,384,423	3,335,050	2,261,219
Police	24,266,035	28,338,079	26,832,220	27,838,999
Fire	14,803,512	17,148,122	16,571,939	17,151,732
Public Works	5,173,184	6,017,118	5,706,168	5,928,722
Parks & Recreation	6,502,074	8,497,823	7,805,612	8,052,088
Human Resources & Risk Management	881,820	1,206,835	1,194,631	1,302,409
Contingency & Reserves	35,184,047	24,821,987	31,276,356	27,815,954
TOTAL USES	\$ 107,347,181	\$ 109,507,915	\$ 112,297,348	\$ 109,429,861

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**GENERAL FUND REVENUE SUMMARY
FY 2021/22**

<u>DESCRIPTION</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Current Ad Valorem (4.6253 Mills)	\$ 15,780,330	\$ 17,695,952	\$ 17,318,781	\$ 19,085,042
Delinquent Ad Valorem	601,934	-	400,000	-
Gas Franchise	176,514	189,000	200,000	200,000
Occupational Licenses	270,389	250,000	250,000	250,000
Subdivision Regulation Fees	2,250	2,000	1,800	1,800
State Revenue Sharing	2,653,947	3,000,000	2,679,000	2,786,000
Mobile Home Licenses	23,297	25,000	28,000	30,000
Alcoholic Beverage Licenses	88,309	81,000	85,000	90,000
Half-Cent Sales Tax	4,567,499	5,400,000	4,874,671	5,705,700
Fire Supplemental Compensation	21,591	32,000	23,870	32,000
Municipal Fuel Rebate	91,656	94,000	92,000	94,000
State/Federal Revenues				
School Board Grant	540,000	540,000	540,000	540,000
County Occupational Licenses	12,701	15,000	12,000	15,000
Local Grants	119,807	214,328	189,400	189,400
Miscellaneous Charges	129,053	125,962	124,912	127,396
Development Review Fees	285,313	200,000	180,000	180,000
Impact Fee Allowance	21,624	17,500	20,000	20,000
Fire Plan Checking Fees	0	250	250	250
Charges to Other Funds	198,128	298,111	298,111	311,008
Police Services - Officers	1,170,279	1,328,930	1,328,390	1,328,930
Police Services - Administrative	27,925	40,000	30,000	35,000
Fire Services - Osceola County	600,000	-	600,000	600,000
Cemetery Services	59,450	58,000	70,000	65,000
Lot Mowing	-300	1,000	1,000	1,000
Transportation Miscellaneous	309,677	309,413	307,913	311,930
Athletic Program Fees	79,158	81,920	82,000	85,980
Recreation Program Fees	93,294	136,745	51,500	107,175
Aquatic Center Fees	56,431	201,288	140,000	200,928
Facility Rentals	94,406	215,180	110,000	212,680
Adult Programs	9,573	39,880	20,000	36,330
Youth Programs	82,780	399,490	170,000	383,864
Ambulance Charges	3,702,179	3,950,000	4,000,000	4,100,000

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

GENERAL FUND REVENUE SUMMARY, CONTINUED

<u>DESCRIPTION</u>	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Court Fines	26,976	60,000	35,000	50,000
Parking Tickets	30,030	50,000	35,000	45,000
Code Enforcement Fines	139,124	75,000	30,000	75,000
Alarm Violations	168,775	300,000	65,000	65,000
Redlight Camera Violations	1,832,904	1,750,000	1,860,000	1,860,000
Interest on Investments	325,441	450,000	120,000	256,000
Miscellaneous Interest	37,303	30,000	20,000	30,000
Rents	138,243	140,250	130,000	140,250
Cemetery Lots/Cremation Niches	184,956	176,000	219,000	213,500
Sale of Surplus Property	2,354,797	100,000	1,191,798	100,000
Other Miscellaneous Revenue	904,828	966,342	2,590,650	932,868
Utility Tax Transfers	7,129,907	7,405,000	7,230,000	7,405,000
Charter School Fund	643,000	646,000	646,000	637,250
Stormwater Utility Fund	282,965	298,200	294,350	298,200
Solid Waste Fund	288,252	291,000	299,150	305,702
KUA Charter Payment	17,965,540	18,525,000	18,200,000	18,400,000
KUA Parks and Recreation	1,664,140	1,742,000	1,850,000	1,905,000
Toho Water Authority Payment	7,549,786	7,950,000	7,824,105	8,137,069
Other Miscellaneous Funds	334,961	239,300	244,650	171,253
Subtotal of Revenues	73,871,122	76,136,041	77,113,301	78,153,505
From Fund Balance	33,476,059	33,371,874	35,184,047	31,276,356
TOTAL SOURCES	\$ 107,347,181	\$ 109,507,915	\$ 112,297,348	\$ 109,429,861

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**GENERAL FUND DIVISIONS BY OBJECT CODE
FY 2021/2022**

DESCRIPTION	Personal Services FY 2022	Operating FY 2022	Capital FY 2022	Other FY 2022	Budget FY 2022
City Commission	\$ 237,960	\$ 239,637	\$ -	\$ -	\$ 477,597
Social Services	96,273	353,000	-	-	449,273
City Manager	780,902	41,154	124,000	-	946,056
City Clerk	315,690	41,254	0	-	356,944
Communications & Public Affairs	357,950	115,869	31,700	-	505,519
Economic Development	232,661	336,981	-	-	569,642
General Government	-	2,000,000	-	723,590	2,723,590
City Attorney	655,315	233,516	-	-	888,831
Municipal Court Clerk	63,109	8,640	-	-	71,749
Finance	1,243,260	159,395	6,500	-	1,409,155
Purchasing	183,489	8,760	-	-	192,249
Transfers	-	8,193,870	-	2,294,263	10,488,133
Planning	1,367,353	687,162	3,200	-	2,057,715
Community Redevelopment	203,504	-	-	-	203,504
Office of the Police Chief	1,056,908	101,448	34,100	-	1,192,456
Police Support Services	2,475,284	2,148,498	934,600	-	5,558,382
Police Patrol	8,721,423	130,208	-	-	8,851,631
Criminal Investigations	5,533,078	159,930	-	-	5,693,008
Police Communications	2,895,044	39,835	-	-	2,934,879
Special Operations	2,881,540	676,403	50,700	-	3,608,643
Fire Administration	1,651,439	955,123	75,000	-	2,681,562
Fire Operations	12,540,701	1,523,669	405,800	-	14,470,170
Public Works Administration	746,545	117,575	7,500	-	871,620
Engineering	460,234	106,441	9,200	-	575,875
Street Maintenance	1,103,578	1,410,490	40,500	-	2,554,568
Traffic Engineering	533,029	1,341,530	52,100	-	1,926,659
Parks & Recreation Administration	547,622	200,629	4,200	-	752,451
Parks	2,492,205	668,562	308,200	-	3,468,967
Aquatic Center	420,866	101,806	8,800	-	531,472
Recreation	1,391,683	398,815	6,600	-	1,797,098
Cemetery	153,849	92,297	-	-	246,146
Events & Venues	833,136	376,618	46,200	-	1,255,954
Human Resources & Risk Management	1,204,328	33,911	10,700	-	1,248,939
General Employee Organization	-	53,470	-	-	53,470
Totals	\$ 53,379,958	\$ 23,056,496	\$ 2,159,600	\$ 3,017,853	\$ 81,613,907
Operating Contingency					25,000
Unrestricted Reserves					27,790,954
TOTAL USES					\$ 109,429,861

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**GENERAL FUND EXPENDITURE SUMMARY BY DIVISION
FY 2021/22**

DESCRIPTION	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
City Commission	\$ 390,580	\$ 497,753	\$ 496,842	\$ 477,597
Social Services	404,074	454,273	382,703	449,273
City Manager	839,822	987,175	968,250	946,056
City Clerk	301,804	350,933	331,252	356,944
Communications & Public Affairs	358,614	500,250	412,493	505,519
Economic Development	419,506	1,540,941	1,513,232	569,642
General Government	3,906,817	2,732,340	2,725,760	2,723,590
City Attorney	625,984	910,133	844,388	888,831
Municipal Court Clerk	62,693	75,700	60,451	71,749
Finance	1,195,373	1,541,914	1,328,002	1,409,155
Purchasing	172,340	186,607	197,890	192,249
Transfers	9,739,680	10,315,509	10,314,109	10,488,133
Planning	1,885,944	3,181,621	3,135,389	2,057,715
Community Redevelopment	216,269	202,802	199,661	203,504
Main Street	17,009	-	-	-
Office of the Police Chief	788,529	1,192,826	1,145,488	1,192,456
Support Services	4,779,871	6,365,726	6,045,590	5,558,382
Patrol	8,540,922	8,830,478	9,208,392	8,851,631
Criminal Investigations	4,698,377	5,619,459	4,721,726	5,693,008
Communications	2,570,850	2,904,250	2,702,040	2,934,879
Special Operations	2,887,486	3,425,340	3,008,984	3,608,643
Fire Administration	2,204,190	2,693,532	2,764,625	2,681,562
Fire Operations	12,599,322	14,454,590	13,807,314	14,470,170
Public Works Administration	402,195	593,926	633,660	871,620
Engineering	596,826	608,234	475,193	575,875
Street Maintenance	2,381,689	2,570,834	2,481,699	2,554,568
Traffic Engineering	1,792,474	2,244,124	2,115,616	1,926,659
Parks & Recreation Administration	672,301	719,215	719,925	752,451
Parks	2,955,800	3,875,434	3,553,126	3,468,967
Aquatic Center	482,636	530,463	526,188	531,472
Recreation	1,244,149	1,820,483	1,714,661	1,797,098
Cemetery	210,272	318,910	295,859	246,146
Events & Venues	936,916	1,233,318	995,853	1,255,954
Human Resources & Risk Management	852,760	1,140,211	1,128,007	1,248,939
General Employee Organization	29,060	66,624	66,624	53,470
Totals	72,163,134	84,685,928	81,020,992	81,613,907
Operating Contingency	-	60,901	60,901	25,000
Unrestricted Reserves	35,184,047	24,761,086	31,215,455	27,790,954
TOTAL USES	\$ 107,347,181	\$ 109,507,915	\$ 112,297,348	\$ 109,429,861

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: CITY COMMISSION

DIVISION(S): CITY COMMISSION,
SOCIAL SERVICES

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	257,472	332,407	265,012	334,233
OPERATING EXPENSES	537,182	619,619	614,533	592,637
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	794,654	952,026	879,545	926,870

DUTIES AND FUNCTIONS

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

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

BOARDS AND COMMITTEES

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY COMMISSION

DIVISION: CITY COMMISSION

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	228,478	236,134	238,173	237,960
OPERATING EXPENSES	162,102	261,619	258,669	239,637
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	390,580	497,753	496,842	477,597

ACCOUNT SUMMARY

SALARIES	150,793	150,980	152,874	152,672
OVERTIME	-	-	-	-
OTHER PAY	7,675	6,600	6,600	6,600
BENEFITS	70,010	78,554	78,699	78,688
PROFESSIONAL SERVICES	121,681	190,000	190,000	175,000
TRAINING & TRAVEL	5,601	21,130	11,130	21,130
UTILITIES	1,985	2,160	2,160	2,160
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	69,316	82,213	81,763	75,509
OTHER OPERATING COSTS	5,099	4,000	11,500	5,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	7,692	8,431	8,431	8,435
INDIRECT COSTS	(49,272)	(46,315)	(46,315)	(47,597)
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	390,580	497,753	496,842	477,597

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Commissioner	5	0	5	152,672

SALARY SUBTOTAL				152,672
OVERTIME				-
OTHER PAY				6,600
SALARY TOTAL				159,272
BENEFITS				78,688
TOTAL PERSONAL SERVICES	5	0	5	237,960

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SPECIAL EVENTS

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

	ACTUAL FY 2020	ESTIMATE FY 2021	BUDGET FY 2022
<u>Agency Special Events:</u>			
Alcohol Awareness Walk*	\$ -	\$ -	\$ 900
All Black Gala*	-	-	500
Bike Bonanza*	-	-	1,260
Cattle Drive	2,500	3,000	3,000
Christian Children's Parade*	1,800	-	1,260
Cuban Sandwich Festival*	3,000	-	3,000
Desfile Puertorriqueño*	3,000	-	2,400
Dine with the Departed*	1,682	-	1,400
Freedom Fund Banquet*	2,943	-	2,400
Girl Scouts*	-	-	1,920
Keep Kids off the Streets	2,517	2,200	1,760
Kissimmee 5K Race	3,000	3,000	3,000
March for Meal 5K	3,000	3,000	2,400
Martin Luther King, Jr. Banquet*	2,500	-	2,200
Paralyzed Veterans Association Fishing*	-	-	-
Special Olympics Torch Run*	1,395	-	1,050
STEM Olympiad*	3,000	-	2,400
Tap Out Cancer*	-	-	2,200
Team Kareem*	1,420	-	-
Youth Fit*	2,400	-	2,400
Special Events Contingency	-	2,503	2,723
Total Agency Special Events	\$ 34,157	\$ 13,703	\$ 38,173

Agency/City Festivals

Armed Forces Day*	\$ 5,000	\$ -	\$ 2,700
Boo on Broadway*	4,000	-	3,000
Caribbean Fusion*	5,000	-	3,000
Festival of Lights Parade*	2,000	-	8,500
Monumental 4th of July	10,641	14,000	15,000
Kissimmee Kowtown*	2,000	-	3,500
Martin Luther King Parade/Festival*	6,000	-	7,500
Orlando Japan*	5,000	-	2,400
Osceola HS Homecoming*	-	-	2,000
PrideFest*	500	-	3,500
Sunshine Regional Chili Cook-Off*	500	-	3,000
Symphony in the Park/ Night of Music*	500	-	1,000
Veteran's Parade*	-	-	3,000
Viva Osceola*	5,000	-	3,000
Total Agency/City Festivals	\$ 46,141	\$ 14,000	\$ 61,100

*Event cancelled due to pandemic.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SOCIAL SERVICES / QUALITY OF LIFE

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

	<u>ACTUAL 2020</u>	<u>ESTIMATE 2021</u>	<u>BUDGET 2022</u>
<u>Social Services:</u>			
Community Coordinated Care for Children (4C Foundation)	\$ 6,400	\$ 6,400	\$ -
Children's Home Society of Florida			
The Howard Phillips Center for Children and Families	5,000	5,000	
HELP NOW of Osceola County	45,000	45,000	
Aspire Health Partners	40,000	40,000	
Primary Care Medical and Poinciana/ Osceola Community Health Services	600	600	
McCormick Foundation	4,500	4,500	
HOME Project	-	5,600	
Park Place Behavioral Health Care	65,000	65,000	
Osceola County Council on Aging, Inc.	100,000	100,000	
Osceola ARC, Inc.	2,900	2,900	
HOPE Community Center	50,000	50,000	
COVID related expenses	4,208	-	
Subtotal Social Service Contributions	323,608	325,000	300,000
<u>Quality of Life:</u>			
Osceola County Historical Society	21,080	21,080	
Osceola Center for the Arts	14,120	14,120	
Boys and Girls Club of Osceola County	-	-	
Osceola County Literacy Program	9,792	9,800	
Bahia Shriners	-	-	
Central Florida Commission on Homelessness	5,600	5,000	
Undesignated	-	-	
Subtotal Quality of Life Contributions	50,592	50,000	50,000
Total Contributions	\$ 374,200	\$ 375,000	\$ 350,000

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: CITY MANAGER

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

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,489,070	1,602,645	1,581,806	1,687,203
OPERATING EXPENSES	3,450,336	3,518,129	3,400,974	2,535,258
CAPITAL OUTLAY	175,177	258,525	242,447	155,700
OTHER	711,980	25,554,327	32,002,116	28,539,544
TOTAL	5,826,563	30,933,626	37,227,343	32,917,705

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
News Releases / Media Advisories	114	130	140
Access Osceola: Programs, Shows, etc.	140	165	180
Facebook Reach	1,940,770	2,500,000	2,800,000
City Clerk Lien Searches	1,929	2,650	2,225
Public Records Requests	466	950	1,000

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

Listed below are major strategies adopted for the coming year in the Economic Development division of the City Manager's Department.

- Increase the City's economic development opportunities.
- Enhance small business resources.
- Explore New Workforce Development Opportunities For City

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: CITY MANAGER

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	675,641	712,622	711,880	780,902
OPERATING EXPENSES	14,112	53,227	43,606	41,154
CAPITAL OUTLAY	150,069	221,326	212,764	124,000
OTHER	-	-	-	-
TOTAL	839,822	987,175	968,250	946,056

ACCOUNT SUMMARY

SALARIES	490,143	505,976	505,074	561,330
OVERTIME	-	-	-	-
OTHER PAY	27,103	26,664	26,664	27,041
BENEFITS	158,395	179,982	180,142	192,531
PROFESSIONAL SERVICES	1,124	10,000	6,000	10,000
TRAINING & TRAVEL	2,065	11,823	10,205	13,347
UTILITIES	2,319	1,900	1,900	1,900
AUTO MAINTENANCE	-	200	200	240
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	50	500	500	500
OTHER SUPPLIES	27,869	25,435	21,432	18,607
OTHER OPERATING COSTS	28,997	46,000	46,000	46,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	29,172	31,587	31,587	32,485
INDIRECT COSTS	(77,484)	(74,218)	(74,218)	(81,925)
CAPITAL OUTLAY	150,069	221,326	212,764	124,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	839,822	987,175	968,250	946,056

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
City Manager	1	0	1	206,463
Deputy City Manager	1	0	1	167,857
Assistant City Manager	1	0	1	139,277
Administrative Assistant	1	0	1	47,733

SALARY SUBTOTAL				561,330
OVERTIME				-
OTHER PAY				27,041
SALARY TOTAL				588,371
BENEFITS				192,531
TOTAL PERSONAL SERVICES	4	0	4	780,902

CAPITAL OUTLAY SCHEDULE

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

TOTAL	124,000	124,000
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: CITY CLERK

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	292,892	308,990	299,483	315,690
OPERATING EXPENSES	(1,779)	36,743	27,160	41,254
CAPITAL OUTLAY	10,691	5,200	4,609	-
OTHER	-	-	-	-
TOTAL	301,804	350,933	331,252	356,944

ACCOUNT SUMMARY

SALARIES	195,421	200,641	192,016	206,185
OVERTIME	47	-	-	-
OTHER PAY	3,993	4,099	3,808	4,230
BENEFITS	93,431	104,250	103,659	105,275
PROFESSIONAL SERVICES	10,617	32,869	25,000	38,940
TRAINING & TRAVEL	420	3,745	2,500	5,453
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	1,500	1,500	1,500
GAS & OIL	-	-	-	-
OTHER SUPPLIES	17,359	28,120	27,887	26,534
OTHER OPERATING COSTS	3,569	4,900	4,664	4,400
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	(33,744)	(34,391)	(34,391)	(35,573)
CAPITAL OUTLAY	10,691	5,200	4,609	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	301,804	350,933	331,252	356,944

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
City Clerk	1	0	1	86,189
Records Specialist	2	0	2	70,956
Secretary	1	0	1	49,040

SALARY SUBTOTAL				206,185
OVERTIME				-
OTHER PAY				4,230
SALARY TOTAL				210,415
BENEFITS				105,275
TOTAL PERSONAL SERVICES	4	0	4	315,690

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: COMMUNICATIONS & PUBLIC
AFFAIRS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	313,952	351,087	343,328	357,950
OPERATING EXPENSES	34,039	117,164	44,091	115,869
CAPITAL OUTLAY	10,623	31,999	25,074	31,700
OTHER	-	-	-	-
TOTAL	358,614	500,250	412,493	505,519

ACCOUNT SUMMARY

SALARIES	210,938	236,580	230,644	242,477
OVERTIME	-	-	-	-
OTHER PAY	3,147	1,731	1,429	1,657
BENEFITS	99,867	112,776	111,255	113,816
PROFESSIONAL SERVICES	3,071	25,000	8,500	19,500
TRAINING & TRAVEL	3,285	2,186	750	6,913
UTILITIES	2,438	2,988	2,448	2,448
AUTO MAINTENANCE	1,361	2,100	2,100	2,520
OTHER MAINTENANCE	-	1,150	1,150	1,200
GAS & OIL	534	700	650	700
OTHER SUPPLIES	51,339	77,318	59,271	78,308
OTHER OPERATING COSTS	20,359	51,500	15,000	51,500
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	(48,348)	(45,778)	(45,778)	(47,220)
CAPITAL OUTLAY	10,623	31,999	25,074	31,700
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	358,614	500,250	412,493	505,519

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	

Communications & Public Affairs Officer	1	0	1	70,956
Marketing Coordinator	1	0	1	58,145
Producer	1	0	1	52,189
Lead Producer	1	0	1	61,187

SALARY SUBTOTAL				242,477
OVERTIME				-
OTHER PAY				1,657
SALARY TOTAL				244,134
BENEFITS				113,816
TOTAL PERSONAL SERVICES	4	0	4	357,950

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Wireless Focus for EVA Cameras	1,500	1,500
Performance Workstation	1,800	1,800
Hive Light for Light Package	2,400	2,400
500mm Zoom Lens	2,500	2,500
Camera Tripod	3,500	3,500
Performance Workstation	5,000	5,000
Access Osceola Renovation	15,000	15,000

TOTAL	31,700	31,700
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: ECONOMIC DEVELOPMENT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	206,585	229,946	227,115	232,661
OPERATING EXPENSES	209,127	1,310,995	1,286,117	336,981
CAPITAL OUTLAY	3,794	-	-	-
OTHER	-	-	-	-
TOTAL	419,506	1,540,941	1,513,232	569,642

ACCOUNT SUMMARY

SALARIES	146,250	162,569	159,872	164,965
OVERTIME	-	-	-	-
OTHER PAY	515	300	300	300
BENEFITS	59,820	67,077	66,943	67,396
PROFESSIONAL SERVICES	203,171	1,287,168	1,287,168	315,500
TRAINING & TRAVEL	1,195	4,134	1,200	3,984
UTILITIES	988	1,080	1,080	1,080
AUTO MAINTENANCE	1,822	850	850	1,020
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	319	600	600	600
OTHER SUPPLIES	18,068	26,075	18,631	21,666
OTHER OPERATING COSTS	9,040	18,500	4,000	21,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	(25,476)	(27,412)	(27,412)	(27,869)
CAPITAL OUTLAY	3,794	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	419,506	1,540,941	1,513,232	569,642

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Economic Development Director	1	0	1	115,261
Business Development Coordinator	1	0	1	49,704

SALARY SUBTOTAL				164,965
OVERTIME				-
OTHER PAY				300
SALARY TOTAL				165,265
BENEFITS				67,396
TOTAL PERSONAL SERVICES	2	0	2	232,661

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY MANAGER

DIVISION: GENERAL GOVERNMENT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	3,194,837	2,000,000	2,000,000	2,000,000
CAPITAL OUTLAY	-	-	-	-
OTHER	711,980	25,554,327	32,002,116	28,539,544
TOTAL	3,906,817	27,554,327	34,002,116	30,539,544

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	3,194,837	2,000,000	2,000,000	2,000,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	68,980	86,340	79,760	86,340
TRANSFER TO OTHER FUNDS	643,000	646,000	646,000	637,250
RESERVES		24,821,987	31,276,356	27,815,954
TOTAL	3,906,817	27,554,327	34,002,116	30,539,544

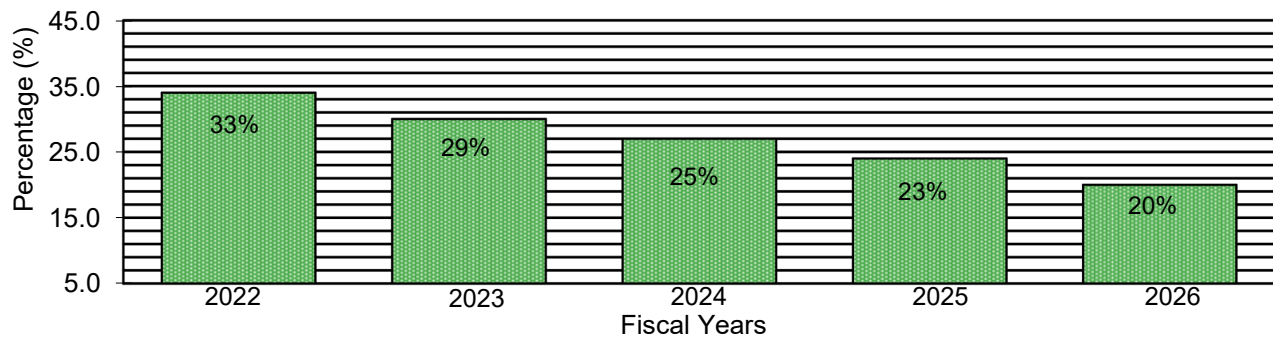
**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

BAD DEBT EXPENSE

Detail of Other Operating Costs	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATED 2021	BUDGET 2022
Bad Debt Expense	\$ 3,194,837	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
TOTAL	\$ <u>3,194,837</u>	\$ <u>2,000,000</u>	\$ <u>2,000,000</u>	\$ <u>2,000,000</u>

Comparison of Bad Debt Expense to Revenue	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATED 2021	BUDGET 2022
Ambulance Billings	\$ 3,702,179	3,950,000	4,000,000	4,100,000
Less: Bad Debt Expense	(3,194,837)	(2,000,000)	(2,000,000)	(2,000,000)
NET REVENUE	\$ <u>507,342</u>	\$ <u>1,950,000</u>	\$ <u>2,000,000</u>	\$ <u>2,100,000</u>

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



In the past, it was the City's policy to maintain ten percent of the General Fund's annual budget in reserves. However, based upon recommendations from the City's financial auditors, the policy has been revised to reflect a reserve of 20%. In forecasting the revenues and expenditures in the five-year Capital Plan each year, total projected sources and uses are balanced to the degree necessary to adhere to this policy. Shown above are the percentages of reserves as compared to total appropriations. Based upon current revenue and expenditure projections, reserves will be approximately 20% in FY 2026. This approach also enables the City to budget funds for annual operational and personnel expenses that are not likely to be expended but would otherwise be restricted as reserves. This is due to the nature of personnel expenses where all positions must be fully budgeted but typically 4-5% of annual budgeted funds are not spent due to periodic vacancies in the workplace.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: CITY ATTORNEY

DIVISION(S): CITY ATTORNEY,
MUNICIPAL COURT CLERK

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	679,184	690,202	658,220	718,424
OPERATING EXPENSES	6,623	294,131	245,235	242,156
CAPITAL OUTLAY	2,870	1,500	1,384	-
OTHER	-	-	-	-
TOTAL	688,677	985,833	904,839	960,580

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Number of Ordinances Adopted	18	20	22
Number of Resolutions Adopted	27	30	32

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY ATTORNEY

DIVISION: CITY ATTORNEY

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	617,439	625,007	604,509	655,315
OPERATING EXPENSES	5,675	283,626	238,495	233,516
CAPITAL OUTLAY	2,870	1,500	1,384	-
OTHER	-	-	-	-
TOTAL	625,984	910,133	844,388	888,831

ACCOUNT SUMMARY

SALARIES	451,675	443,092	424,464	468,093
OVERTIME	-	-	-	-
OTHER PAY	17,789	18,000	17,400	18,000
BENEFITS	147,975	163,915	162,645	169,222
PROFESSIONAL SERVICES	55,571	312,130	266,000	266,000
TRAINING & TRAVEL	2,347	9,250	9,550	9,550
UTILITIES	2,220	2,160	1,620	1,620
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	416	-	17	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	26,745	29,825	30,793	31,095
OTHER OPERATING COSTS	-	-	254	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	13,632	14,886	14,886	13,831
INDIRECT COSTS	(95,256)	(84,625)	(84,625)	(88,580)
CAPITAL OUTLAY	2,870	1,500	1,384	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	625,984	910,133	844,388	888,831

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
City Attorney	1	0	1	188,424
Deputy City Attorney	1	0	1	132,615
Assistant City Attorney	1	0	1	97,843
City Paralegal	1	0	1	49,211

SALARY SUBTOTAL				468,093
OVERTIME				-
OTHER PAY				18,000
SALARY TOTAL				486,093
BENEFITS				169,222
TOTAL PERSONAL SERVICES	4	0	4	655,315

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: CITY ATTORNEY

DIVISION: MUNICIPAL COURT CLERK

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	61,745	65,195	53,711	63,109
OPERATING EXPENSES	948	10,505	6,740	8,640
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	62,693	75,700	60,451	71,749

ACCOUNT SUMMARY

SALARIES	40,057	41,347	30,662	39,720
OVERTIME	-	-	-	-
OTHER PAY	290	-	-	-
BENEFITS	21,398	23,848	23,049	23,389
PROFESSIONAL SERVICES	525	6,000	4,500	6,000
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	540	540	540
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	423	3,965	1,700	2,100
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	62,693	75,700	60,451	71,749

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Municipal Court Clerk	1	0	1	39,720

SALARY SUBTOTAL				39,720
OVERTIME				-
OTHER PAY				-
SALARY TOTAL				39,720
BENEFITS				23,389
TOTAL PERSONAL SERVICES	1	0	1	63,109

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: FINANCE

DIVISION(S): FINANCE, PURCHASING,
TRANSFERS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,237,877	1,430,301	1,249,949	1,426,749
OPERATING EXPENSES	6,611,810	7,434,132	7,411,657	8,362,025
CAPITAL OUTLAY	11,680	87,935	87,933	6,500
OTHER	3,246,026	3,091,662	3,090,262	2,294,263
TOTAL	11,107,393	12,044,030	11,839,801	12,089,537

DUTIES AND FUNCTIONS

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

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Investment Return	1.42%	0.45%	0.50%
Payroll Disbursements	19,092	18,736	20,358
Vendor Disbursements	14,449	18,000	18,500
Purchase Orders Issued	2,737	2,874	3,100
Formal Bids Processed	19	24	30

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Address all new professional accounting standards to ensure City's compliance with the latest regulations.
- Provide customer friendly oriented services to internal and external customers of Kissimmee.
- Ensure the financial sustainability of the City over the next five years.
- Explore opportunities to enhance the procurement process.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FINANCE

DIVISION: FINANCE

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,068,710	1,252,604	1,056,577	1,243,260
OPERATING EXPENSES	114,983	201,375	183,492	159,395
CAPITAL OUTLAY	11,680	87,935	87,933	6,500
OTHER	-	-	-	-
TOTAL	1,195,373	1,541,914	1,328,002	1,409,155

ACCOUNT SUMMARY

SALARIES	742,398	863,206	681,094	860,307
OVERTIME	80	500	500	500
OTHER PAY	16,514	14,034	14,034	9,326
BENEFITS	309,718	374,864	360,949	373,127
PROFESSIONAL SERVICES	218,374	299,092	290,638	254,437
TRAINING & TRAVEL	664	10,369	7,800	13,943
UTILITIES	1,954	1,990	2,341	2,650
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	500	-	500
GAS & OIL	-	-	-	-
OTHER SUPPLIES	19,145	20,861	15,650	20,455
OTHER OPERATING COSTS	4,542	3,600	2,100	3,600
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	20,748	21,834	21,834	23,622
INDIRECT COSTS	(150,444)	(156,871)	(156,871)	(159,812)
CAPITAL OUTLAY	11,680	87,935	87,933	6,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,195,373	1,541,914	1,328,002	1,409,155

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FINANCE
DIVISION: FINANCE**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Director	1	0	1	144,205
Assistant Director	1	0	1	104,122
Finance Manager	1	0	1	74,191
Accountant I	1	0	1	50,282
Lead Payroll Analyst	1	0	1	74,170
Accounting Technician	1	0	1	35,307
* Grant Writer	1	0	1	54,484
Business Systems Administrator	1	0	1	97,115
Budget Analyst	1	0	1	67,914
Accounting Specialist	1	0	1	47,090
Senior Accountant	1	0	1	66,050
Payroll Specialist	1	0	1	45,377

* Position is split 95/5% with General Fund/CDBG

SALARY SUBTOTAL				860,307
OVERTIME				500
OTHER PAY				9,326
SALARY TOTAL				870,133
BENEFITS				373,127
TOTAL PERSONAL SERVICES	12	0	12	1,243,260

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Personal Computer (2)	3,000	3,000
Network Laser Printer	3,500	3,500

TOTAL	6,500	6,500
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FINANCE

DIVISION: PURCHASING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	169,167	177,697	193,372	183,489
OPERATING EXPENSES	3,173	8,910	4,518	8,760
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	172,340	186,607	197,890	192,249

ACCOUNT SUMMARY

SALARIES	117,392	120,080	134,190	124,902
OVERTIME	-	300	700	300
OTHER PAY	930	500	500	500
BENEFITS	50,845	56,817	57,982	57,787
PROFESSIONAL SERVICES				
TRAINING & TRAVEL	73	3,800	2,000	3,800
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	2,026	2,360	1,118	2,210
OTHER OPERATING COSTS	1,074	2,750	1,400	2,750
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
INDIRECT COSTS	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	172,340	186,607	197,890	192,249

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FINANCE
DIVISION: PURCHASING**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Procurement Coordinator	1	0	1	61,487
Procurement Manager	1	0	1	63,415

SALARY SUBTOTAL				124,902
OVERTIME				300
OTHER PAY				500
SALARY TOTAL				125,702
BENEFITS				57,787
TOTAL PERSONAL SERVICES	2	0	2	183,489

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FINANCE

DIVISION: TRANSFERS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	6,493,654	7,223,847	7,223,647	8,193,870
CAPITAL OUTLAY	-	-	-	-
OTHER	3,246,026	3,091,662	3,090,262	2,294,263
TOTAL	9,739,680	10,315,509	10,313,909	10,488,133

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	6,493,654	7,223,847	7,223,647	8,193,870
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	3,246,026	3,091,662	3,090,262	2,294,263
RESERVES	-	-	-	-
TOTAL	9,739,680	10,315,509	10,313,909	10,488,133

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

CHARGES BY OTHER FUNDS

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

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Warehouse	\$ 651,737	\$ 545,573	\$ 545,373	\$ -
Facilities Maintenance	3,225,366	3,800,486	3,800,486	5,178,760
Information Technology	<u>2,616,551</u>	<u>2,877,788</u>	<u>2,877,788</u>	<u>3,015,110</u>
TOTAL	\$ <u>6,493,654</u>	\$ <u>7,223,847</u>	\$ <u>7,223,647</u>	\$ <u>8,193,870</u>

TRANSFERS TO OTHER FUNDS

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

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
FMHA Bonds	\$ 28,950	\$ 29,100	\$ 29,100	\$ 28,980
Justice Assistance Grant	290,516	270,246	270,426	288,004
Building Fund	40,000	5,000	5,000	5,000
Local Option Gas Tax Fund	500,000	500,000	500,000	500,000
CRA Increment:				
Downtown	864,955	907,750	908,528	960,847
Vine Street	327,755	478,648	476,290	511,432
Health Self Insurance Fund	1,100,000	-	-	-
Miscellaneous Funds	<u>93,850</u>	<u>900,918</u>	<u>900,918</u>	
TOTAL	\$ <u>3,246,026</u>	\$ <u>3,091,662</u>	\$ <u>3,090,262</u>	\$ <u>2,294,263</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

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

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,478,227	1,535,953	1,511,061	1,570,857
OPERATING EXPENSES	619,290	1,662,770	1,638,289	687,162
CAPITAL OUTLAY	21,705	185,700	185,700	3,200
OTHER	-	-	-	-
TOTAL	2,119,222	3,384,423	3,335,050	2,261,219

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Development Review Committee Cases	149	110	130
Code Enforcement Cases	2,776	2,400	2,600
Walk-in Customers Served	569	510	540

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Improve and maintain the Development Services customer service experience.
- Work to improve transportation and growth issues within the City for a more sustainable future.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: PLANNING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,244,949	1,333,151	1,311,400	1,367,353
OPERATING EXPENSES	619,290	1,662,770	1,638,289	687,162
CAPITAL OUTLAY	21,705	185,700	185,700	3,200
OTHER	-	-	-	-
TOTAL	1,885,944	3,181,621	3,135,389	2,057,715

ACCOUNT SUMMARY

SALARIES	849,964	890,880	874,875	919,677
OVERTIME	1,077	1,000	1,000	1,000
OTHER PAY	18,042	18,940	14,000	16,460
BENEFITS	375,866	422,331	421,525	430,216
PROFESSIONAL SERVICES	493,866	1,531,456	1,531,456	547,529
TRAINING & TRAVEL	2,431	15,065	5,500	22,315
UTILITIES	5,564	8,280	4,500	5,928
AUTO MAINTENANCE	9,450	9,500	9,500	10,100
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	5,521	6,930	6,200	7,524
OTHER SUPPLIES	48,309	36,166	29,760	37,682
OTHER OPERATING COSTS	15,221	16,500	12,500	15,500
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	38,928	38,873	38,873	40,584
CAPITAL OUTLAY	21,705	185,700	185,700	3,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,885,944	3,181,621	3,135,389	2,057,715

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: PLANNING**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
* Director	1	0	1	95,961
Planner II	1	0	1	69,114
Administrative Assistant	1	0	1	54,610
Secretary	1	0	1	32,672
Senior Planner	1	0	1	66,072
Code Enforcement Officer	4	0	4	206,528
Chief Code Enforcement Officer	1	0	1	66,329
** Assistant Director	1	0	1	61,315
Planner I	1	0	1	46,854
Planning Manager	2	0	2	172,570
Planning Technician	1	0	1	40,384
^ Clerk Technician	0	0	0	7,268

* Position split 65/25/5/5% with the General Fund, Building Fund and CRA Funds

** Position split 50/50% with the Building Fund

^ Position split 75/25% with the Building Fund and General Fund; headcount in Building Fund

SALARY SUBTOTAL				919,677
OVERTIME				1,000
OTHER PAY				16,460
SALARY TOTAL				937,137
BENEFITS				430,216
TOTAL PERSONAL SERVICES	15	0	15	1,367,353

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,500	1,500
Tablet Computer	1,700	1,700

TOTAL	3,200	3,200
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

**DIVISION: COMMUNITY REDEVELOPMENT
AGENCY**

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	216,269	202,802	199,661	203,504
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	216,269	202,802	199,661	203,504

ACCOUNT SUMMARY

SALARIES	155,422	139,519	135,852	140,179
OVERTIME	-	-	-	-
OTHER PAY	3,000	400	1,090	500
BENEFITS	57,847	62,883	62,719	62,825
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	216,269	202,802	199,661	203,504

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2020	2021	2021	
* Director	0	0	0	14,763
CRA Manager	1	0	1	70,614
Administrative Assistant	1	0	1	54,802

* Position split 65/25/5/5% with the General Fund, Building Fund and CRA Funds, headcount in General Fund

SALARY SUBTOTAL				140,179
OVERTIME				-
OTHER PAY				500
SALARY TOTAL				140,679
BENEFITS				62,825
TOTAL PERSONAL SERVICES	2	0	2	203,504

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: MAIN STREET

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	17,009	-	-	-
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	17,009	-	-	-

ACCOUNT SUMMARY

SALARIES	14,553	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	2,456	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	17,009	-	-	-

**CITY OF KISSIMMEE
2021 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2020	2021	2021	

NONE

SALARY SUBTOTAL	-
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	-
BENEFITS	-
TOTAL PERSONAL SERVICES	-

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION

NONE

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: POLICE

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

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	20,914,695	23,185,061	22,065,830	23,563,277
OPERATING EXPENSES	2,390,900	3,291,722	2,871,691	3,256,322
CAPITAL OUTLAY	960,440	1,861,296	1,894,699	1,019,400
OTHER	-	-	-	-
TOTAL	24,266,035	28,338,079	26,832,220	27,838,999

DUTIES AND FUNCTIONS

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

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Calls for Law Enforcement			
Services	40,614	41,000	41,350
Criminal Arrests	1,865	1,900	1,975
Traffic Citations Issued	3,569	6,300	6,500
Response Time for Priority Calls			
(Minutes)	7:03	7:30	7:45
Clearance Rate %	16.8	17.1	17.4
Self Initiated Calls	88,440	91,046	92,500

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Utilize Intelligence Led Policing (ILP) strategies through all divisions of the agency.
- Maintain a full staff with a focus on employee wellness and long-term retention as a priority.
- Partner with City entities and community stakeholders relative to crime prevention.
- Implement specific strategies to combat long term citizen concerns.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: OFFICE OF THE POLICE CHIEF

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	699,432	1,040,254	1,022,636	1,056,908
OPERATING EXPENSES	25,682	112,572	82,852	101,448
CAPITAL OUTLAY	63,415	40,000	40,000	34,100
OTHER	-	-	-	-
TOTAL	788,529	1,192,826	1,145,488	1,192,456

ACCOUNT SUMMARY

SALARIES	473,453	490,273	488,434	500,443
OVERTIME	12,900	20,060	20,060	20,662
OTHER PAY	9,275	284,819	284,819	290,364
BENEFITS	203,804	245,102	229,323	245,439
PROFESSIONAL SERVICES	-	3,200	3,200	3,200
TRAINING & TRAVEL	15,454	34,800	25,800	33,800
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	750	750	750
GAS & OIL	-	-	-	-
OTHER SUPPLIES	9,028	69,622	49,902	59,498
OTHER OPERATING COSTS	1,200	4,200	3,200	4,200
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	63,415	40,000	40,000	34,100
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	788,529	1,192,826	1,145,488	1,192,456

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Chief	1	0	1	146,990
Deputy Chief	2	0	2	259,958
Administrative Secretary	1	0	1	35,350
Public Information Officer	1	0	1	58,145

SALARY SUBTOTAL				500,443
OVERTIME				20,662
OTHER PAY				290,364
SALARY TOTAL				811,469
BENEFITS				245,439
TOTAL PERSONAL SERVICES	5	0	5	1,056,908

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
SWAT Entry Vest (11)	34,100	34,100

TOTAL	34,100	34,100
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: SUPPORT SERVICES

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	2,357,965	2,396,546	2,346,016	2,475,284
OPERATING EXPENSES	1,670,395	2,177,717	1,872,458	2,148,498
CAPITAL OUTLAY	751,511	1,791,463	1,827,116	934,600
OTHER	-	-	-	-
TOTAL	4,779,871	6,365,726	6,045,590	5,558,382

ACCOUNT SUMMARY

SALARIES	1,539,596	1,537,560	1,517,267	1,593,050
OVERTIME	18,841	24,363	24,363	25,093
OTHER PAY	63,936	9,075	9,075	13,390
BENEFITS	735,592	825,548	795,311	843,751
PROFESSIONAL SERVICES	86,272	214,037	132,600	213,600
TRAINING & TRAVEL	8,925	25,125	25,125	25,125
UTILITIES	178,577	203,812	195,000	203,812
AUTO MAINTENANCE	354,453	425,000	375,000	506,006
OTHER MAINTENANCE	6,050	18,828	17,315	9,513
GAS & OIL	270,136	439,716	350,000	341,616
OTHER SUPPLIES	315,316	404,405	334,050	374,193
OTHER OPERATING COSTS	43,675	16,426	13,000	22,826
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	406,991	430,368	430,368	451,807
CAPITAL OUTLAY	751,511	1,791,463	1,827,116	934,600
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	4,779,871	6,365,726	6,045,590	5,558,382

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: SUPPORT SERVICES**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Captain	1	0	1	120,381
Lieutenant	1	0	1	101,057
Sergeant	1	0	1	95,230
Corporal	1	0	1	75,005
Police Officer	2	1	3	162,887
Community Services Officer	1	0	1	53,024
Accreditation Specialist (part-time)	1	0	1	26,009
Administrative Services Supervisor	1	0	1	57,052
Clerk Technician II	9	(1)	8	279,133
Clerk Technician (part-time)	1	0	1	26,591
Purchasing Technician	1	0	1	41,670
Fiscal Specialist	1	0	1	57,395
Range Master	1	0	1	64,208
Background Investigator	1	0	1	62,580
Administrative Secretary	2	0	2	87,217
Crime Scene Technician	3	0	3	121,046
Evidence Technician	2	0	2	66,307
Forensic Unit Supervisor	1	0	1	62,944
Lead Records Clerk	0	1	1	33,314
SALARY SUBTOTAL				1,593,050
OVERTIME				25,093
OTHER PAY				13,390
SALARY TOTAL				1,631,533
BENEFITS				843,751
TOTAL PERSONAL SERVICES	31	1	32	2,475,284

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Personal Computer	1,500	1,500
Conducted Electronic Weapon (4)	7,600	7,600
Mobile Digital Computer (3)	16,800	16,800
Portable Radio (4)	18,000	18,000
Copy Machine (4)	19,200	19,200
Personal Computer (24)	40,800	40,800
Portable Radio (10)	45,000	45,000
Laptop Computer (27)	70,200	70,200
Vehicle (4)	139,000	139,000
Mobile Digital Computer (35)	196,000	196,000
Vehicle (9)	380,500	380,500
TOTAL	934,600	934,600

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: PATROL

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	8,458,379	8,684,222	9,085,111	8,721,423
OPERATING EXPENSES	73,144	141,556	118,581	130,208
CAPITAL OUTLAY	9,399	4,700	4,700	-
OTHER	-	-	-	-
TOTAL	8,540,922	8,830,478	9,208,392	8,851,631

ACCOUNT SUMMARY

SALARIES	4,894,976	4,592,167	5,341,236	4,669,339
OVERTIME	248,297	308,887	308,887	318,154
OTHER PAY	855,139	1,085,680	866,980	1,049,320
BENEFITS	2,459,967	2,697,488	2,568,008	2,684,610
PROFESSIONAL SERVICES	5,118	8,320	8,320	8,320
TRAINING & TRAVEL	2,045	3,562	3,100	3,562
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	2,500	1,721	2,500
GAS & OIL	-	-	-	-
OTHER SUPPLIES	65,981	127,174	105,440	115,826
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	9,399	4,700	4,700	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	8,540,922	8,830,478	9,208,392	8,851,631

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: PATROL**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Captain	1	0	1	119,460
Lieutenant	4	0	4	429,787
Sergeant	6	0	6	531,165
Corporal	8	0	8	565,529
Police Officer	51	0	51	2,637,509
Community Service Officer	5	0	5	215,954
Auxiliary Officer (unpaid)	5	0	5	-
Patrol Support Specialist	1	0	1	37,085
Park Ranger	4	0	4	132,850

SALARY SUBTOTAL				4,669,339
OVERTIME				318,154
OTHER PAY				1,049,320
SALARY TOTAL				6,036,813
BENEFITS				2,684,610
TOTAL PERSONAL SERVICES	85	0	85	8,721,423

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: CRIMINAL INVESTIGATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	4,434,215	5,444,828	4,574,605	5,533,078
OPERATING EXPENSES	231,687	169,581	144,321	159,930
CAPITAL OUTLAY	32,475	5,050	2,800	-
OTHER	-	-	-	-
TOTAL	4,698,377	5,619,459	4,721,726	5,693,008

ACCOUNT SUMMARY

SALARIES	2,500,207	3,316,649	2,617,384	3,386,164
OVERTIME	129,505	241,970	241,970	249,228
OTHER PAY	242,350	36,100	36,100	35,750
BENEFITS	1,562,153	1,850,109	1,679,151	1,861,936
PROFESSIONAL SERVICES	135,830	34,760	31,700	32,260
TRAINING & TRAVEL	15,949	52,518	40,443	52,518
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	73,518	73,068	62,523	65,497
OTHER OPERATING COSTS	6,390	9,235	9,655	9,655
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	32,475	5,050	2,800	-
DEBT SERVICE				
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	4,698,377	5,619,459	4,721,726	5,693,008

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: CRIMINAL INVESTIGATIONS**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Captain	1	0	1	119,375
Lieutenant	1	0	1	101,057
Sergeant	4	0	4	339,292
Corporal	4	0	4	288,324
Police Officer	38	1	39	2,162,767
Community Service Officer	4	0	4	169,164
Crime Analyst	3	0	3	134,586
Administrative Secretary	1	0	1	43,748
Clerk/Technician	1	0	1	27,851

SALARY SUBTOTAL				3,386,164
OVERTIME				249,228
OTHER PAY				35,750
SALARY TOTAL				3,671,142
BENEFITS				1,861,936
TOTAL PERSONAL SERVICES	57	1	58	5,533,078

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: COMMUNICATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	2,468,269	2,852,577	2,654,067	2,895,044
OPERATING EXPENSES	18,621	41,290	37,590	39,835
CAPITAL OUTLAY	83,960	10,383	10,383	-
OTHER	-	-	-	-
TOTAL	2,570,850	2,904,250	2,702,040	2,934,879

ACCOUNT SUMMARY

SALARIES	1,445,059	1,707,618	1,518,214	1,740,511
OVERTIME	114,257	151,991	151,991	156,551
OTHER PAY	92,606	64,369	64,369	64,369
BENEFITS	816,347	928,599	919,493	933,613
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	3,138	14,730	14,730	14,730
UTILITIES	6,577	6,600	6,600	6,600
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	33	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	8,873	19,960	16,260	18,505
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	83,960	10,383	10,383	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,570,850	2,904,250	2,702,040	2,934,879

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: COMMUNICATIONS**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Shift Supervisor	4	0	4	256,681
Telecommunicator	26	0	26	1,040,448
Telecommunicator (part-time)	2	0	2	86,082
Communications Manager	1	0	1	67,036
Communications Training Coordinator	1	0	1	62,644
Lead Telecommunicator	4	0	4	194,330
Quality Assurance Telecommunicator	1	0	1	33,290

SALARY SUBTOTAL				1,740,511
OVERTIME				156,551
OTHER PAY				64,369
SALARY TOTAL				1,961,431
BENEFITS				933,613
TOTAL PERSONAL SERVICES	39	0	39	2,895,044

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: SPECIAL OPERATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	2,496,435	2,766,634	2,383,395	2,881,540
OPERATING EXPENSES	371,371	649,006	615,889	676,403
CAPITAL OUTLAY	19,680	9,700	9,700	50,700
OTHER	-	-	-	-
TOTAL	2,887,486	3,425,340	3,008,984	3,608,643

ACCOUNT SUMMARY

SALARIES	1,479,006	1,745,987	1,463,184	1,831,002
OVERTIME	62,851	98,069	80,000	84,058
OTHER PAY	160,807	14,500	14,500	16,150
BENEFITS	793,771	908,078	825,711	950,330
PROFESSIONAL SERVICES	320,613	547,750	545,250	574,952
TRAINING & TRAVEL	10,477	18,831	9,500	18,831
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	9,514	13,175	12,000	14,315
GAS & OIL	-	-	-	-
OTHER SUPPLIES	25,767	61,810	43,139	60,865
OTHER OPERATING COSTS	5,000	7,440	6,000	7,440
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	19,680	9,700	9,700	50,700
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,887,486	3,425,340	3,008,984	3,608,643

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: SPECIAL OPERATIONS**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Community Service Officer	2	0	2	83,768
Parking Enforcement Specialist	2	0	2	72,563
Police Captain	1	0	1	119,160
Police Corporal	3	0	3	224,288
Police Lieutenant	1	0	1	102,043
Police Officer	13	2	15	768,179
Police Sergeant	4	0	4	343,812
Red Light Camera Specialist	2	0	2	117,189

SALARY SUBTOTAL				1,831,002
OVERTIME				84,058
OTHER PAY				16,150
SALARY TOTAL				1,931,210
BENEFITS				950,330
TOTAL PERSONAL SERVICES	28	2	30	2,881,540

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Hand Held Traffic Laser (3)	7,100	7,100
Radar Sign (2)	9,600	9,600
Variable Message Sign (2)	34,000	34,000

TOTAL	50,700	50,700
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: FIRE

DIVISION(S): ADMINISTRATION,
OPERATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	12,540,914	13,701,152	13,512,742	14,192,140
OPERATING EXPENSES	1,853,743	2,545,904	2,227,204	2,478,792
CAPITAL OUTLAY	408,855	901,066	831,993	480,800
OTHER	-	-	-	-
TOTAL	14,803,512	17,148,122	16,571,939	17,151,732

DUTIES AND FUNCTIONS

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

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

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Total Alarms	12,131	13,500	14,175
Fire Calls	269	220	231
EMS Calls	9,699	11,000	11,550
Other Calls	2,163	2,280	2,394

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Enhance the safety, health, and wellness of department personnel.
- Work cooperatively with the Public Works and Engineering Department's Facilities division to implement a comprehensive Capital Improvement Program (CIP) for all Department facilities to include buildings as well as furniture, fixtures, and equipment (FF&E).
- Improve emergency response operations while maintaining the City's Insurance Services Office (ISO) Class 1 status through a highly skilled workforce that is continuously training for high risk/low frequency events.
- Increase organizational effectiveness, accountability and communications while maintaining fiscal responsibility.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FIRE

DIVISION: ADMINISTRATION

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,549,908	1,642,529	1,677,654	1,651,439
OPERATING EXPENSES	590,941	870,690	909,239	955,123
CAPITAL OUTLAY	63,341	180,313	177,732	75,000
OTHER	-	-	-	-
TOTAL	2,204,190	2,693,532	2,764,625	2,681,562

ACCOUNT SUMMARY

SALARIES	968,136	1,023,576	1,039,288	1,000,640
OVERTIME	20,700	9,545	20,000	16,019
OTHER PAY	45,198	46,330	45,332	48,564
BENEFITS	515,874	563,078	573,034	586,216
	-	-	-	-
PROFESSIONAL SERVICES	242,423	479,100	539,900	547,884
TRAINING & TRAVEL	6,255	25,655	12,500	29,655
UTILITIES	33,281	52,801	52,600	40,608
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	6,616	5,500	4,850	1,000
GAS & OIL	-	-	-	-
OTHER SUPPLIES	60,086	67,227	58,677	76,017
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	242,280	240,407	240,712	259,959
CAPITAL OUTLAY	63,341	180,313	177,732	75,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-

TOTAL	2,204,190	2,693,532	2,764,625	2,681,562
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FIRE
DIVISION: ADMINISTRATION**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Chief	1	0	1	145,319
Deputy Chief	2	0	2	250,767
Office Manager	1	0	1	62,580
Logistics Manager	1	0	1	71,749
Logistics Coordinator	1	0	1	41,027
Health & Safety Chief	1	0	1	99,986
Emergency Medical Services Lieutenant	1	0	1	77,855
Fire Lieutenant	1	0	1	89,360
Logistics Technician (part-time)	2	0	2	34,246
Secretary	1	0	1	39,292
Fire Administrative Technician	1	0	1	41,241
Training Coordinator	1	0	1	47,218
SALARY SUBTOTAL				1,000,640
OVERTIME				16,019
OTHER PAY				48,564
SALARY TOTAL				1,065,223
BENEFITS				586,216
TOTAL PERSONAL SERVICES	14	0	14	1,651,439

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Tablet Computer	1,200	1,200
Laptop Computer	1,700	1,700
Storage Container	2,300	2,300
Personal Computer (2)	3,000	3,000
Laptop Computer (2)	3,400	3,400
Portable Radio (2)	8,400	8,400
Temperature Gauge	9,800	9,800
Portable Radio (2)	13,200	13,200
1/2 Ton Pick-up Truck	32,000	32,000

TOTAL	75,000	75,000
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: FIRE

DIVISION: OPERATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	10,991,006	12,058,623	11,835,088	12,540,701
OPERATING EXPENSES	1,262,802	1,675,214	1,317,965	1,523,669
CAPITAL OUTLAY	345,514	720,753	654,261	405,800
OTHER	-	-	-	-
TOTAL	12,599,322	14,454,590	13,807,314	14,470,170

ACCOUNT SUMMARY

SALARIES	5,568,714	6,005,774	5,755,200	6,098,749
OVERTIME	643,090	904,163	975,000	923,897
OTHER PAY	874,614	890,413	800,000	880,742
BENEFITS	3,904,588	4,258,273	4,304,888	4,637,313
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	109,613	151,718	72,000	146,158
UTILITIES	-	-	-	-
AUTO MAINTENANCE	364,150	307,500	275,000	352,420
OTHER MAINTENANCE	66,688	90,215	90,215	83,556
GAS & OIL	76,865	118,000	85,000	125,000
OTHER SUPPLIES	644,656	1,007,781	795,750	816,535
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	830	-	-	-
CAPITAL OUTLAY	345,514	720,753	654,261	405,800
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	12,599,322	14,454,590	13,807,314	14,470,170

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: FIRE
DIVISION: OPERATIONS**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Battalion Chief	3	0	3	325,701
Lieutenant	18	0	18	1,585,702
Engineer	15	0	15	983,580
Firefighter	64	0	64	3,203,766
SALARY SUBTOTAL				6,098,749
OVERTIME				923,897
OTHER PAY				880,742
SALARY TOTAL				7,903,388
BENEFITS				4,637,313
TOTAL PERSONAL SERVICES	100	0	100	12,540,701

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SLS TAX	THIS DIVISION
Tablet Computer (2)	2,400		2,400
Portable LED Scene Lighting (2)	3,100		3,100
Horizontal Fire Sled	3,500		3,500
Thermal Imager	3,900		3,900
Firefighting Ventilation Fan	4,200		4,200
Confined Space Air Cart	5,000		5,000
Artificial High Directional	5,500		5,500
Machine Rescue Kit	5,800		5,800
Stair Chair (2)	6,400		6,400
Wireless Headset	7,000		7,000
Personal Computer (5)	7,500		7,500
Fire Hose and Appliance	8,000		8,000
Strut Waler System	8,800		8,800
Commercial Stove	9,200		9,200
Commercial Washer/Extractor	11,000		11,000
Various Miscellaneous Equipment	13,500		13,500
Mobile Radio (2)	13,800		13,800
High Pressure Air Lifting Bag Set	17,500		17,500
Shore Trench Kit	25,500		25,500
Powerload Hydraulic Stretcher (2)	34,000		34,000
Portable Radio (6)	39,600		39,600
Powerload Cot Fastening System (2)	46,600		46,600
Vehicle-Mounted Diesel Filter System (6)	54,000		54,000
Self Contained Breathing Apparatus	70,000		70,000
Rescue Rechassis	195,000	195,000	
TOTAL	600,800	195,000	405,800

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

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

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	2,746,750	3,021,880	2,823,259	2,843,386
OPERATING EXPENSES	2,221,193	2,462,823	2,352,318	2,976,036
CAPITAL OUTLAY	205,241	532,415	530,591	109,300
OTHER	-	-	-	-
TOTAL	5,173,184	6,017,118	5,706,168	5,928,722

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Miles of Paved Streets	160	161	162
Miles of Unpaved Streets	1.2	1.2	1
Pavement Markings (miles)	2	34	34
Grants Received	1	2	2
Right-of-Way Permits Issued	608	630	645
Development Review Committee Plans Reviewed	149	205	300

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Improve the process of identifying and prioritizing projects listed in the Department's 5-year Capital Improvement Plan (CIP) and seek necessary funding.
- Provide high-quality City facilities, public infrastructure, and neighborhood improvements and ensure those assets are well maintained with properly functioning components and systems.
- Enhance established policies, procedures, and practices for divisions to reduce costs and improve customer satisfaction while ensuring operations are conducted within industry standards.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: ADMINISTRATION

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	298,406	472,313	518,935	746,545
OPERATING EXPENSES	102,309	120,513	113,625	117,575
CAPITAL OUTLAY	1,480	1,100	1,100	7,500
OTHER	-	-	-	-
TOTAL	402,195	593,926	633,660	871,620

ACCOUNT SUMMARY

SALARIES	187,282	332,261	364,156	518,217
OVERTIME	-	300	300	300
OTHER PAY	452	6,000	4,016	7,995
BENEFITS	110,672	133,752	150,463	220,033
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	5,390	1,200	5,390
UTILITIES	1,401	1,488	1,460	1,993
AUTO MAINTENANCE	3,183	3,420	2,500	4,140
OTHER MAINTENANCE				
GAS & OIL	1,066	2,100	700	4,320
OTHER SUPPLIES	1,871	8,313	7,963	5,700
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	94,788	99,802	99,802	96,032
CAPITAL OUTLAY	1,480	1,100	1,100	7,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	402,195	593,926	633,660	871,620

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ADMINISTRATION**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Director	1	0	1	133,900
City Engineer	1	0	1	118,882
Financial Analyst	1	0	1	76,077
Administrative Secretary	1	0	1	35,350
Administrative Assistant	1	0	1	55,402
* Engineer III	0	0	0	7,211
Operations Coordinator	1	0	1	42,527
Public Information Specialist	1	0	1	48,868

* Position split 50/40/10% with General Fund/
Stormwater and Gas Tax; headcount
in General Fund

SALARY SUBTOTAL				518,217
OVERTIME				300
OTHER PAY				7,995
SALARY TOTAL				526,512
BENEFITS				220,033
TOTAL PERSONAL SERVICES	7	0	7	746,545

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Tablet Computer	1,500	1,500
Laptop Computer	2,400	2,400
Performance Workstation (2)	3,600	3,600

TOTAL	7,500	7,500
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: ENGINEERING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	523,612	493,500	364,683	460,234
OPERATING EXPENSES	55,991	111,434	107,210	106,441
CAPITAL OUTLAY	17,223	3,300	3,300	9,200
OTHER	-	-	-	-
TOTAL	596,826	608,234	475,193	575,875

ACCOUNT SUMMARY

SALARIES	354,037	329,098	203,622	301,693
OVERTIME	1,136	2,500	2,500	2,500
OTHER PAY	8,721	1,628	1,412	2,512
BENEFITS	159,718	160,274	157,149	153,529
PROFESSIONAL SERVICES	27,019	74,375	74,325	62,500
TRAINING & TRAVEL	1,201	3,950	3,000	5,175
UTILITIES	3,683	3,328	4,200	3,900
AUTO MAINTENANCE	4,433	8,880	4,000	9,480
OTHER MAINTENANCE	-	150	150	150
GAS & OIL	7,424	8,700	8,000	13,360
OTHER SUPPLIES	11,363	12,051	11,780	11,876
OTHER OPERATING COSTS	868	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	1,755	-
CAPITAL OUTLAY	17,223	3,300	3,300	9,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	596,826	608,234	475,193	575,875

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ENGINEERING**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Engineer II	1	0	1	64,015
Construction Coordinator	1	0	1	76,077
Construction Inspector	2	0	2	93,408
Design & Construction Manager	1	(1)	0	-
* Engineering Manager	0	1	1	68,193

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

SALARY SUBTOTAL				301,693
OVERTIME				2,500
OTHER PAY				2,512
SALARY TOTAL				306,705
BENEFITS				153,529
TOTAL PERSONAL SERVICES	5	0	5	460,234

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SLS TAX	THIS DIVISION
Laser Printer	1,500		1,500
Performance Workstation	1,800		1,800
Laptop Computer	2,900		2,900
Laptop Computer	3,000		3,000
Neighborhood Improvement Program	50,000	50,000	

TOTAL	59,200	50,000	9,200
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: STREET MAINTENANCE

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,494,743	1,563,521	1,526,285	1,103,578
OPERATING EXPENSES	823,917	935,971	885,896	1,410,490
CAPITAL OUTLAY	63,029	71,342	69,518	40,500
OTHER	-	-	-	-
TOTAL	2,381,689	2,570,834	2,481,699	2,554,568

ACCOUNT SUMMARY

SALARIES	873,543	918,134	887,430	659,753
OVERTIME	10,369	8,700	9,000	9,000
OTHER PAY	49,914	15,498	11,337	13,419
BENEFITS	560,917	621,189	618,518	421,406
PROFESSIONAL SERVICES	12,600	15,920	13,800	418,200
TRAINING & TRAVEL	1,627	3,650	1,100	3,650
UTILITIES	639,941	679,564	688,632	701,074
AUTO MAINTENANCE	76,409	121,623	80,000	127,000
OTHER MAINTENANCE	1,427	3,600	1,350	56,100
GAS & OIL	27,213	36,000	28,000	30,000
OTHER SUPPLIES	64,700	73,514	72,014	72,466
OTHER OPERATING COSTS	-	2,100	1,000	2,000
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	63,029	71,342	69,518	40,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,381,689	2,570,834	2,481,699	2,554,568

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
* Streets & Stormwater Manager	0	0	0	38,520
* Streets & Stormwater Assistant Manager	0	0	0	45,333
Foreman	1	0	1	46,897
** Lead Foreman	1	0	1	32,918
Heavy Equipment Operator	2	0	2	78,862
Equipment Operator II	7	(4)	3	110,398
Equipment Operator I	4	(2)	2	65,193
Secretary	1	0	1	32,672
Utility Worker	6	(3)	3	89,488
Herbicide Specialist	0	1	1	34,964
Herbicide Specialist II	1	0	1	42,184
Utility Worker (part-time)	2	0	2	42,324

* Position split 50/50% with Stormwater/
General Fund; headcount in Stormwater

** Position is split 50/50% with Gas Tax

SALARY SUBTOTAL				659,753
OVERTIME				9,000
OTHER PAY				13,419
SALARY TOTAL				682,172
BENEFITS				421,406
TOTAL PERSONAL SERVICES	25	(8)	17	1,103,578

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION		
	AMOUNT	GAS TAX	SLS TAX	THIS DIVISION
Personal Computer	1,500			1,500
Utility Vehicle	39,000			39,000
Wheel Loader	225,000		225,000	

TOTAL	265,500		225,000	40,500
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: TRAFFIC ENGINEERING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	429,989	492,546	413,356	533,029
OPERATING EXPENSES	1,238,976	1,294,905	1,245,587	1,341,530
CAPITAL OUTLAY	123,509	456,673	456,673	52,100
OTHER	-	-	-	-
TOTAL	1,792,474	2,244,124	2,115,616	1,926,659

ACCOUNT SUMMARY

SALARIES	174,110	291,895	220,252	305,060
OVERTIME	791	8,000	8,000	16,000
OTHER PAY	9,275	520	800	1,466
BENEFITS	245,813	192,131	184,304	210,503
PROFESSIONAL SERVICES	1,090,437	1,118,979	1,118,979	1,137,680
TRAINING & TRAVEL	225	4,150	4,150	8,385
UTILITIES	49,251	57,854	52,693	62,956
AUTO MAINTENANCE	12,267	25,060	13,000	20,226
OTHER MAINTENANCE	515	815	515	20,300
GAS & OIL	2,762	7,209	3,420	10,695
OTHER SUPPLIES	36,465	78,708	50,830	79,158
OTHER OPERATING COSTS	47,054	2,130	2,000	2,130
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	123,509	456,673	456,673	52,100
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,792,474	2,244,124	2,115,616	1,926,659

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Traffic Foreman	1	0	1	54,074
Project Coordinator	1	0	1	48,118
Senior Sign and Striping Technician	1	0	1	40,149
Senior Marking Tech	1	0	1	36,442
Marking Tech II	1	0	1	29,612
Sign Tech II	1	0	1	34,707
Sign Tech I	1	0	1	31,750
Marking Tech I	0	1	1	30,208

SALARY SUBTOTAL				305,060
OVERTIME				16,000
OTHER PAY				1,466
SALARY TOTAL				322,526
BENEFITS				210,503
TOTAL PERSONAL SERVICES	7	1	8	533,029

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION	
	AMOUNT	SLS TAX	THIS DIVISION
Personal Computer	1,500		1,500
Signal Uninterrupted Power Supply	4,500		4,500
Controller with Communications (2)	7,000		7,000
Laptop Computer (3)	8,700		8,700
Cabinet/Controller 8 Phase	10,400		10,400
Data Line Connection	20,000		20,000
Outfit Sign Truck	50,200	50,200	

TOTAL	102,300	50,200	52,100
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PARKS & RECREATION

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

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	4,925,497	5,752,197	5,438,143	5,839,361
OPERATING EXPENSES	1,162,172	1,803,944	1,425,787	1,838,727
CAPITAL OUTLAY	414,405	941,682	941,682	374,000
OTHER	-	-	-	-
TOTAL	6,502,074	8,497,823	7,805,612	8,052,088

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Parks and Public Lands Acreage	836	845	845
Recreation Program Participants	9,000	15,000	18,000
Athletic Program Participants	3,500	4,000	5,000
Aquatic Program Participants	3,000	5,000	5,500
Special Event Participants	50,000	50,000	100,000
Civic Center Rec Participants	150	75	200
Community House Rentals:			
Private Events/COK Use/Waivers	24/27/2	0/0/0	0/0/0
Civic Center/Gov Use/Waivers	39/35/3	30/30/3	50/35/3
Arena Rentals/COK Use/Waivers	13/8/1	10/5/2	30/5/2
Park Rentals/COK Use/Waivers	30/25/2	20/20/2	40/20/4
Pavilion Rentals	407	900	1,300
Structural Units Maintained	148	148	148

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Provide a more diversified calendar of special events, festivals, programs and parades, showcasing Kissimmee as a vibrant, cultured and diversified hometown that appeals to citizens and visitors.
- Address and obtain clear direction of popular and aging infrastructures at Berlinsky Community Center, Kissimmee Civic Center and Lakefront Park Veteran's Lawn Main Stage. Recommend usage, timelines, funding strategies, construction and improvements that address safety concerns, ADA accessibility, best practices for future use.
- To continue to program, protect, maintain and provide safe access, better water quality, increase recreational and competitive angler access, while continuing to be good stewards of the many environmental habitats in and around Lake TOHO.
- To make progress with AECOM and Public Works in the planning, design and engineering for the development of the City's Lancaster Ranch Park. This park will highlight and feature components that educate, celebrate and honor Kissimmee's rich cattle history.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: ADMINISTRATION

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	509,475	542,402	542,866	547,622
OPERATING EXPENSES	162,826	169,350	169,596	200,629
CAPITAL OUTLAY	-	7,463	7,463	4,200
OTHER	-	-	-	-
TOTAL	672,301	719,215	719,925	752,451

ACCOUNT SUMMARY

SALARIES	351,812	368,790	370,564	377,919
OVERTIME	19	-	-	-
OTHER PAY	15,151	14,022	12,412	8,468
BENEFITS	142,493	159,590	159,890	161,235
PROFESSIONAL SERVICES	-	300	-	-
TRAINING & TRAVEL	2,232	2,385	1,365	985
UTILITIES	38,112	36,089	38,500	39,749
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	3,547	5,495	4,850	4,925
OTHER OPERATING COSTS	271	500	300	25,300
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	118,664	124,581	124,581	129,670
CAPITAL OUTLAY	-	7,463	7,463	4,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	672,301	719,215	719,925	752,451

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Director	1	0	1	145,298
Assistant Director	1	0	1	118,731
Administrative Secretary	1	0	1	37,149
Secretary	1	0	1	32,029
Office Manager	1	0	1	44,712

SALARY SUBTOTAL				377,919
OVERTIME				-
OTHER PAY				8,468
SALARY TOTAL				386,387
BENEFITS				161,235
TOTAL PERSONAL SERVICES	5	0	5	547,622

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION		
	AMOUNT	REC IMP	SLS TAX	THIS DIVISION
Tablet Computer	1,200			1,200
Personal Computer (2)	3,000			3,000
Pavilion	40,000		40,000	
Shingle Creek Regional Trail Construction	100,000	100,000		
Breakwater Repairs	150,000		150,000	
Shingle Creek Regional Trail Land Acquisition	150,000	150,000		

TOTAL	444,200	250,000	190,000	4,200
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: PARKS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	2,106,498	2,503,106	2,267,839	2,492,205
OPERATING EXPENSES	501,096	655,220	565,965	668,562
CAPITAL OUTLAY	348,206	717,108	719,322	308,200
OTHER	-	-	-	-
TOTAL	2,955,800	3,875,434	3,553,126	3,468,967

ACCOUNT SUMMARY

SALARIES	1,244,287	1,529,076	1,308,688	1,519,553
OVERTIME	19,938	20,750	22,000	21,000
OTHER PAY	53,488	11,199	11,199	14,874
BENEFITS	788,785	942,081	925,952	936,778
PROFESSIONAL SERVICES	11,175	13,200	14,915	8,400
TRAINING & TRAVEL	202	5,713	4,150	4,209
UTILITIES	-	-	-	-
AUTO MAINTENANCE	81,571	89,057	89,000	107,557
OTHER MAINTENANCE	221,047	302,082	234,000	297,830
GAS & OIL	38,521	53,974	50,000	58,594
OTHER SUPPLIES	140,041	187,194	169,700	186,472
OTHER OPERATING COSTS	5,530	4,000	4,200	5,500
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	3,009	-	-	-
CAPITAL OUTLAY	348,206	717,108	719,322	308,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	2,955,800	3,875,434	3,553,126	3,468,967

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Parks Superintendent	1	0	1	85,525
Foreman	2	0	2	108,234
Lead Foreman	1	0	1	69,114
Equipment Operator I	4	0	4	143,155
Utility Worker	18	0	18	542,873
Herbicide Specialist	1	0	1	34,964
Herbicide Technician	1	0	1	35,307
Equipment Operator II	2	0	2	85,546
General Tradesworker	6	0	6	206,506
Secretary	1	0	1	40,963
Arborist	1	0	1	35,007
Groundskeeper (part-time)	8	0	8	132,359
SALARY SUBTOTAL				1,519,553
OVERTIME				21,000
OTHER PAY				14,874
SALARY TOTAL				1,555,427
BENEFITS				936,778
TOTAL PERSONAL SERVICES	46	0	46	2,492,205

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Personal Computer	1,300	1,300
Sidewalk Replacement	5,000	5,000
Laptop Computer (4)	11,900	11,900
Pressure Washer Trailer	15,000	15,000
Light Tower	15,000	15,000
Heavy Duty Non-Licensed Utility Vehicle	22,000	22,000
Zero Turn Mower (2)	24,000	24,000
Dually Pick-up Truck	35,000	35,000
Loader	35,000	35,000
Non-Licensed Utility Vehicle (2)	44,000	44,000
1/2 Ton Pick-up Truck (2)	50,000	50,000
Basketball Court Resurface (10)	50,000	50,000
TOTAL	308,200	308,200

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: AQUATIC CENTER

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	380,287	383,175	383,068	420,866
OPERATING EXPENSES	81,995	102,843	98,675	101,806
CAPITAL OUTLAY	20,354	44,445	44,445	8,800
OTHER	-	-	-	-
TOTAL	482,636	530,463	526,188	531,472

ACCOUNT SUMMARY

SALARIES	290,793	291,481	291,481	324,867
OVERTIME	1,085	946	800	946
OTHER PAY	4,624	-	-	-
BENEFITS	83,785	90,748	90,787	95,053
PROFESSIONAL SERVICES	39,509	44,715	43,000	44,415
TRAINING & TRAVEL	1,384	2,125	1,890	2,065
UTILITIES	-	-	-	-
AUTO MAINTENANCE	455	400	700	480
OTHER MAINTENANCE	8,809	19,100	17,900	17,600
GAS & OIL	169	400	350	370
OTHER SUPPLIES	31,557	35,128	34,060	35,901
OTHER OPERATING COSTS	112	975	775	975
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	20,354	44,445	44,445	8,800
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	482,636	530,463	526,188	531,472

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Recreation & Leisure Svcs Program Coordinator	1	0	1	47,904
Recreation Specialist	1	0	1	35,285
Lifeguard I (part-time)	15	0	15	148,172
Aquatic Center Technician	1	0	1	33,057
Facility Attendant (part-time)	3	0	3	35,811
Swim Instructors (part-time)	0	2	2	24,638

SALARY SUBTOTAL				324,867
OVERTIME				946
OTHER PAY				-
SALARY TOTAL				325,813
BENEFITS				95,053
TOTAL PERSONAL SERVICES	21	2	23	420,866

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Personal Computer	1,300	1,300
Main Drain (2)	2,500	2,500
Slide Platform	5,000	5,000

TOTAL	8,800	8,800
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: RECREATION

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,069,768	1,366,404	1,354,668	1,391,683
OPERATING EXPENSES	149,134	404,568	310,482	398,815
CAPITAL OUTLAY	25,247	49,511	49,511	6,600
OTHER	-	-	-	-
TOTAL	1,244,149	1,820,483	1,714,661	1,797,098

ACCOUNT SUMMARY

SALARIES	759,345	1,022,081	1,014,115	1,043,490
OVERTIME	8,659	4,196	1,200	4,304
OTHER PAY	9,424	1,597	1,457	2,691
BENEFITS	292,340	338,530	337,896	341,198
PROFESSIONAL SERVICES	47,315	235,985	171,500	223,535
TRAINING & TRAVEL	417	5,365	3,955	3,955
UTILITIES	-	-	-	-
AUTO MAINTENANCE	12,545	20,425	20,000	24,210
OTHER MAINTENANCE	5,018	9,619	7,000	8,961
GAS & OIL	2,825	6,800	5,000	7,250
OTHER SUPPLIES	77,628	111,146	92,400	116,051
OTHER OPERATING COSTS	3,386	15,228	9,100	14,853
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	1,527	-
CAPITAL OUTLAY	25,247	49,511	49,511	6,600
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,244,149	1,820,483	1,714,661	1,797,098

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Recreation & Leisure Services Coordinator	3	0	3	140,606
Recreation & Leisure Services Manager	1	0	1	66,543
Recreation & Leisure Services Supervisor	1	0	1	57,673
Secretary	1	0	1	31,708
Facility Attendant (part-time)	4	0	4	41,221
Clerk Technician	1	0	1	28,771
Summer Camp Counselor (part-time)	29	0	29	135,749
Summer Camp Director (part-time)	3	0	3	18,724
Bus Driver (part-time)	2	0	2	33,221
Recreation Leader (part-time)	19	0	19	320,438
Clerk Technician (part-time)	3	0	3	15,494
Recreation Specialist	4	0	4	153,342
SALARY SUBTOTAL				1,043,490
OVERTIME				4,304
OTHER PAY				2,691
SALARY TOTAL				1,050,485
BENEFITS				341,198
TOTAL PERSONAL SERVICES	71	0	71	1,391,683

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Ice Machine	1,800	1,800
Automated External Defibrillator	2,000	2,000
Personal Computer (2)	2,800	2,800

TOTAL	6,600	6,600
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: CEMETERY

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	106,022	133,301	113,487	153,849
OPERATING EXPENSES	90,483	91,415	88,081	92,297
CAPITAL OUTLAY	13,767	94,194	94,291	-
OTHER	-	-	-	-
TOTAL	210,272	318,910	295,859	246,146

ACCOUNT SUMMARY

SALARIES	60,290	79,109	59,442	95,058
OVERTIME	1,501	2,250	3,500	3,000
OTHER PAY	323	-	75	1,347
BENEFITS	43,908	51,942	50,470	54,444
PROFESSIONAL SERVICES	7,400	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	294	1,000	750	900
OTHER MAINTENANCE	80,387	87,040	84,386	88,382
GAS & OIL	263	475	340	390
OTHER SUPPLIES	2,139	2,850	2,580	2,600
OTHER OPERATING COSTS	-	50	25	25
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	13,767	94,194	94,291	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	210,272	318,910	295,859	246,146

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Cemetery Sexton	1	0	1	32,029
Facility Attendant (part-time)	0	1	0	16,282
Foreman	1	0	1	46,747

SALARY SUBTOTAL				95,058
OVERTIME				3,000
OTHER PAY				1,347
SALARY TOTAL				99,405
BENEFITS				54,444
TOTAL PERSONAL SERVICES	2	1	2	153,849

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PARKS & RECREATION

DIVISION: EVENTS & VENUES

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	753,447	823,809	776,215	833,136
OPERATING EXPENSES	176,638	380,548	192,988	376,618
CAPITAL OUTLAY	6,831	28,961	26,650	46,200
OTHER	-	-	-	-
TOTAL	936,916	1,233,318	995,853	1,255,954

ACCOUNT SUMMARY

SALARIES	507,733	546,386	504,178	554,950
OVERTIME	294	4,000	1,500	3,500
OTHER PAY	2,311	-	300	300
BENEFITS	243,109	273,423	270,237	274,386
PROFESSIONAL SERVICES	70,798	205,900	110,000	205,900
TRAINING & TRAVEL	1,205	7,518	3,600	6,518
UTILITIES				
AUTO MAINTENANCE	90	2,100	1,000	1,675
OTHER MAINTENANCE	950	1,500	1,804	1,900
GAS & OIL	116	390	150	275
OTHER SUPPLIES	39,132	80,895	49,824	73,865
OTHER OPERATING COSTS	63,521	82,245	26,610	86,485
CHARGES BY OTHER FUNDS				
INSURANCE	826	-	-	-
CAPITAL OUTLAY	6,831	28,961	26,650	46,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	936,916	1,233,318	995,853	1,255,954

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Facility Attendant (part-time)	2	0	2	22,518
Secretary	1	0	1	33,204
Event Monitor (part-time)	5	0	5	59,350
Event Coordinator	3	0	3	135,121
Events & Venues Supervisor	1	0	1	55,917
Facility Technician	2	0	2	59,259
Event Specialist	1	0	1	36,014
Clerk Technician	1	0	1	29,629
Events & Venues Manager	1	0	1	79,269
Event and Venue Operations Coordinator	1	0	1	44,669

SALARY SUBTOTAL				554,950
OVERTIME				3,500
OTHER PAY				300.00
SALARY TOTAL				558,750
BENEFITS				274,386
TOTAL PERSONAL SERVICES	18	0	18	833,136

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Laptop Computer	1,900	1,900
Personal Computer (3)	4,300	4,300
Arena Floor Protection System	40,000	40,000

TOTAL	46,200	46,200
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: HUMAN RESOURCES &
RISK MANAGEMENT

DIVISION(S): HUMAN RESOURCES, GENERAL
EMPLOYEE ORGANIZATION

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	862,073	1,105,849	1,116,836	1,204,328
OPERATING EXPENSES	14,449	87,486	64,295	87,381
CAPITAL OUTLAY	5,298	13,500	13,500	10,700
OTHER	-	-	-	-
TOTAL	881,820	1,206,835	1,194,631	1,302,409

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Vacancies Filled	81	100	100
Workers Compensation Claims	144	250	300
Liability Claims	176	250	300
In-House Claims	202	250	300
Health Fair Participants	0	0	300
Safety Training	148	175	300
Internal Human Resources Consultations	30	35	40

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Enhance department efficiency through effective human resource information systems.
- Strengthen Citywide recruitment and retention.
- Continue to enhance Citywide training and development.
- Develop additional opportunities to minimize all incident and accident claims within the City.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

**DEPARTMENT: HUMAN RESOURCES &
RISK MANAGEMENT**

DIVISION: HUMAN RESOURCES

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	862,073	1,105,849	1,116,836	1,204,328
OPERATING EXPENSES	(14,611)	20,862	(2,329)	33,911
CAPITAL OUTLAY	5,298	13,500	13,500	10,700
OTHER	-	-	-	-
TOTAL	852,760	1,140,211	1,128,007	1,248,939

ACCOUNT SUMMARY

SALARIES	590,122	636,437	585,782	674,157
OVERTIME	517	3,000	3,000	5,000
OTHER PAY	12,941	170,272	170,272	216,178
BENEFITS	258,493	296,140	357,782	308,993
PROFESSIONAL SERVICES	32,518	28,700	28,700	47,500
TRAINING & TRAVEL	12,589	42,225	20,250	41,005
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	13,113	19,996	18,780	17,195
OTHER OPERATING COSTS	9,105	13,750	13,750	13,750
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	19,476	16,277	16,277	17,433
INDIRECT COSTS	(101,412)	(100,086)	(100,086)	(102,972)
CAPITAL OUTLAY	5,298	13,500	13,500	10,700
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	852,760	1,140,211	1,128,007	1,248,939

**CITY OF KISSIMMEE
2021 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

ACCOUNT
0001-15-1510-513

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2020	2021	2021	
Human Resources & Risk Mgmt Director	1	0	1	139,256
Assistant Director	1	0	1	100,629
Risk Manager	1	0	1	65,943
Clerk Technician (part-time)	1	0	1	11,649
Risk Management Coordinator	1	0	1	46,876
Pension Coordinator	1	0	1	53,753
Benefit Coordinator	1	0	1	65,729
Payroll Coordinator	1	0	1	50,304
Administrative Technician	2	0	2	70,986
Interns (part-time)	1	0	1	36,360
Clerk Technician	1	0	1	32,672

SALARY SUBTOTAL				674,157
OVERTIME				5,000
OTHER PAY				216,178
SALARY TOTAL				895,335
BENEFITS				308,993
TOTAL PERSONAL SERVICES	12	0	12	1,204,328

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SELF INS	THIS DIVISION
Personal Computer	1,500		1,500
Scanner	2,200		2,200
Scanner	2,200		2,200
Laptop Computer (2)	4,800		4,800
Laptop Computer	2,400	2,400	

TOTAL	13,100	2,400	10,700
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

**DEPARTMENT: HUMAN RESOURCES &
RISK MANAGEMENT**

DIVISION: EMPLOYEE COMMITTEE

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	29,060	66,624	66,624	53,470
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	29,060	66,624	66,624	53,470

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	29,060	66,624	66,624	53,470
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	29,060	66,624	66,624	53,470

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STORMWATER UTILITY FUND

Although administered as a division of the Public Works Department, the Stormwater Utility is an enterprise fund operation that accounts separately for Stormwater revenues and expenditures. Stormwater services are provided to both residential and commercial units. The Stormwater utility fee is derived from an \$8.78 per month fee for each equivalent residential unit (ERU). An ERU is defined as 2,404 square feet of impervious surface.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Stormwater Utility Fee	\$ 5,786,464	\$ 5,964,000	\$ 5,887,000	\$ 6,005,000
State Grant	464,334	-	-	-
Interest Earnings	15,387	20,000	6,500	10,000
Miscellaneous	14,779	-	24,756	-
Subtotal	<u>6,280,964</u>	<u>5,984,000</u>	<u>5,918,256</u>	<u>6,015,000</u>
Fund Balance Carryover	<u>3,315,686</u>	<u>5,041,377</u>	<u>4,176,783</u>	<u>378,971</u>
TOTAL SOURCES	\$ <u>9,596,650</u>	\$ <u>11,025,377</u>	\$ <u>10,095,039</u>	\$ <u>6,393,971</u>
Personal Services	\$ 2,516,351	\$ 2,664,719	\$ 2,531,250	\$ 2,548,753
Other Expenditures	1,171,969	1,796,330	1,753,663	1,715,407
Capital Outlay	1,409,582	5,141,614	5,140,035	1,437,200
Transfer to Other Funds	321,965	298,200	291,120	305,702
Subtotal	<u>5,419,867</u>	<u>9,900,863</u>	<u>9,716,068</u>	<u>6,007,062</u>
Unrestricted Reserves	<u>4,176,783</u>	<u>1,124,514</u>	<u>378,971</u>	<u>386,909</u>
TOTAL USES	\$ <u>9,596,650</u>	\$ <u>11,025,377</u>	\$ <u>10,095,039</u>	\$ <u>6,393,971</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION(S): STORMWATER ENGINEERING
STORMWATER OPERATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	2,516,351	2,664,719	2,531,250	2,548,753
OPERATING EXPENSES	1,171,969	1,796,330	1,753,663	1,715,407
CAPITAL OUTLAY	1,409,582	5,141,614	5,140,035	1,437,200
OTHER	4,498,748	1,422,714	670,091	692,611
TOTAL	9,596,650	11,025,377	10,095,039	6,393,971

DUTIES AND FUNCTIONS

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

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Miles of pipes maintained	207	210	21
Total structures	12,983	13,087	13,130
Structures maintained	5,360	5,445	5,500
Miles of ditches maintained	37	37	37
Ponds maintained	82	83	84
Acres mowed each cycle	222	223	224
Street sweeping - lane miles	455	458	459
Water monitoring stations	16	17	17

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Improve the process of identifying and prioritizing projects listed in the Department's 5-year Capital Improvement Plan (CIP) and seek necessary funding.
- Enhance established policies, procedures, and practices for divisions to reduce cost and improve customer satisfaction while ensuring operations are conducted within industry standards.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: STORMWATER ENGINEERING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	558,641	649,988	518,933	530,828
OPERATING EXPENSES	375,878	820,762	806,471	699,713
CAPITAL OUTLAY	503,505	3,625,195	3,625,195	725,900
OTHER	39,000	-	-	-
TOTAL	1,477,024	5,095,945	4,950,599	1,956,441

ACCOUNT SUMMARY

SALARIES	354,886	419,868	310,887	340,749
OVERTIME	-	300	300	300
OTHER PAY	6,029	5,375	3,990	4,385
BENEFITS	197,726	224,445	203,756	185,394

PROFESSIONAL SERVICES	287,673	705,958	706,722	594,935
TRAINING & TRAVEL	5,356	15,500	4,725	12,850
UTILITIES	3,829	3,816	3,816	4,345
AUTO MAINTENANCE	1,726	2,550	2,000	3,080
OTHER MAINTENANCE	22,455	35,298	35,298	30,830
GAS & OIL	2,798	3,600	3,000	3,450
OTHER SUPPLIES	46,662	48,044	45,314	47,723
OTHER OPERATING COSTS	1,680	2,900	2,500	2,500
CHARGES BY OTHER FUNDS	3,699	3,096	3,096	-
INSURANCE	-	-	-	-

CAPITAL OUTLAY	503,505	3,625,195	3,625,195	725,900
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DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	39,000	-	-	-
RESERVES	-	-	-	-

TOTAL	1,477,024	5,095,945	4,950,599	1,956,441
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Stormwater Technician	2	0	2	71,470
Stormwater Technician II	1	0	1	57,331
Stormwater Inspector	1	0	1	44,305
Engineer II	1	0	1	67,614
Engineering Technician I	1	0	1	48,268
Engineer Technician II	1	0	1	51,760

SALARY SUBTOTAL				340,749
OVERTIME				300
OTHER PAY				4,385
SALARY TOTAL				345,434
BENEFITS				185,394
TOTAL PERSONAL SERVICES	7	0	7	530,828

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Rain Gauge	1,200	1,200
Tablet Computer	1,300	1,300
Desktop Computer	1,500	1,500
Laptop Computer	1,700	1,700
Desktop Computer	1,800	1,800
Data Collection System	2,100	2,100
Stage Meter (2)	6,700	6,700
Velocity Meter	10,300	10,300
Water Quality Logger (3)	22,100	22,100
Optical Sensor (8)	27,200	27,200
Stormwater System Improvement	150,000	150,000
Hill Street Phase III Drainage Project	500,000	500,000

TOTAL	725,900	725,900
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: STORMWATER OPERATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,957,710	2,014,731	2,012,317	2,017,925
OPERATING EXPENSES	796,091	975,568	947,192	1,015,694
CAPITAL OUTLAY	906,077	1,516,419	1,514,840	711,300
OTHER	4,459,748	1,422,714	670,091	692,611
TOTAL	8,119,626	5,929,432	5,144,440	4,437,530

ACCOUNT SUMMARY

SALARIES	1,183,652	1,207,937	1,205,334	1,205,773
OVERTIME	3,168	8,000	5,000	8,000
OTHER PAY	61,020	18,205	21,057	24,822
BENEFITS	709,870	780,589	780,926	779,330

PROFESSIONAL SERVICES	256,844	318,142	315,342	318,542
TRAINING & TRAVEL	863	8,520	3,900	6,320
UTILITIES	40,119	41,852	35,752	41,193
AUTO MAINTENANCE	270,997	311,448	310,000	360,000
OTHER MAINTENANCE	2,466	4,318	3,218	3,800
GAS & OIL	69,745	89,846	80,000	92,000
OTHER SUPPLIES	102,911	109,502	107,488	106,725
OTHER OPERATING COSTS	(25,637)	14,784	14,336	14,350
CHARGES BY OTHER FUNDS				
INSURANCE	77,783	77,156	77,156	72,764

CAPITAL OUTLAY	906,077	1,516,419	1,514,840	711,300
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DEBT SERVICE				
TRANSFER TO OTHER FUNDS	282,965	298,200	291,120	305,702
RESERVES	4,176,783	1,124,514	378,971	386,909

TOTAL	8,119,626	5,929,432	5,144,440	4,437,530
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Foreman	2	0	2	125,909
Lead Foreman	1	0	1	59,859
Heavy Equipment Operator	6	0	6	246,162
Equipment Operator II	9	0	9	364,936
Equipment Operator I	2	0	2	73,956
Utility Worker	3	0	3	92,894
Herbicide Specialist I	1	0	1	36,014
* Streets & Stormwater Assistant Manager	1	0	1	38,520
* Streets & Stormwater Manager	1	0	1	45,333
Project Coordinator	1	0	1	51,996
Herbicide Specialist II	1	0	1	41,348
** Engineer III	0	0	0	28,845
* Position split 50/50% with General Fund				
** Position split 50/40/10% with General Fund/ Stormwater and Gas Tax; headcount in General Fund				
SALARY SUBTOTAL				1,205,773
OVERTIME				8,000
OTHER PAY				24,822
SALARY TOTAL				1,238,595
BENEFITS				779,330
TOTAL PERSONAL SERVICES	28	0	28	2,017,925

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Performance Workstation	1,800	1,800
Tablet Computer (2)	2,300	2,300
Laptop Computer (3)	10,200	10,200
Utility Vehicle	35,000	35,000
Slip-line Program	100,000	100,000
Mower	132,000	132,000
Dump Truck	170,000	170,000
Sweeper	260,000	260,000
TOTAL	711,300	711,300

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SOLID WASTE FUND

Although administered as a division of the Public Works Department, Solid Waste is an enterprise fund operation which accounts separately for garbage and trash collection revenues and expenditures. In 2017, the City implemented an underground refuse collection operation that will be used by commercial businesses primarily in the downtown area. The City's refuse service is basically residential and small commercial with large commercial containers handled via franchise. The franchise fee is considered a revenue stream in this fund. Garbage fees will be approximately \$19.50 per month for residential service during FY 2022. Annual rates are adjusted for increases in fuel costs and the Consumer Price Index.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Franchise Fees	\$ 922,306	\$ 880,000	\$ 910,000	\$ 925,000
Garbage/Trash Fees	4,088,777	4,100,000	4,240,000	4,266,040
Special Pickup	455,891	390,000	460,000	370,000
Weld Shop Fees	304,629	380,000	300,000	340,000
Other Charges/Fees	72,700	70,000	73,000	73,000
Interest Earnings	21,353	15,000	10,000	12,000
Miscellaneous	2,289	2,800	2,200	2,800
Subtotal	5,867,945	5,837,800	5,995,200	5,988,840
Fund Balance Carryover	1,774,561	2,317,885	2,415,525	1,356,434
TOTAL SOURCES	\$ 7,642,506	\$ 8,155,685	\$ 8,410,725	\$ 7,345,274
Personal Services	\$ 2,128,114	\$ 2,263,978	\$ 2,129,105	\$ 2,274,066
Other Expenditures	2,687,421	2,707,772	2,639,296	2,885,164
Capital Outlay	123,194	1,992,625	1,991,540	599,500
Transfer to Other Funds	288,252	291,000	294,350	298,200
Subtotal	5,226,981	7,255,375	7,054,291	6,056,930
Unrestricted Reserves	2,415,525	900,310	1,356,434	1,288,344
TOTAL USES	\$ 7,642,506	\$ 8,155,685	\$ 8,410,725	\$ 7,345,274

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION(S): SOLID WASTE, WELD SHOP

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	2,128,114	2,263,978	2,129,105	2,274,066
OPERATING EXPENSES	2,687,421	2,707,772	2,639,296	2,885,164
CAPITAL OUTLAY	123,194	1,992,625	1,991,540	599,500
OTHER	2,703,777	1,191,310	1,650,784	1,586,544
TOTAL	7,642,506	8,155,685	8,410,725	7,345,274

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Number of Customers	16,444	16,700	16,800
Tons Collected - Garbage	16,202	16,400	16,500
Tons Collected - Recycle	3,967	4,635	4,700
Tons Collected - Yard Waste	4,114	3,723	3,800
Tons Collected - Bulk	1,460	1,500	1,600
Disposal Fees Paid	\$1,340,758	\$1,375,000	\$1,418,000

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Enhance the efficiency of the Solid Waste division and increase public awareness of solid waste issues and recycling.
- Enhance established policies, procedures, and practices for divisions to reduce cost and improve customer satisfaction while ensuring operations are conducted within industry standards.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: SOLID WASTE

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,760,782	1,832,468	1,737,733	1,830,595
OPERATING EXPENSES	2,618,048	2,651,989	2,587,448	2,830,046
CAPITAL OUTLAY	97,257	1,991,125	1,990,140	598,000
OTHER	2,703,777	1,191,310	1,650,784	1,586,544
TOTAL	7,179,864	7,666,892	7,966,105	6,845,185

ACCOUNT SUMMARY

SALARIES	1,103,610	1,116,388	1,046,698	1,118,941
OVERTIME	16,176	26,000	14,000	26,000
OTHER PAY	43,553	11,451	9,118	11,640
BENEFITS	597,443	678,629	667,917	674,014
PROFESSIONAL SERVICES	180,517	163,436	145,578	189,414
TRAINING & TRAVEL	203	7,969	-	7,969
UTILITIES	1,354,829	1,385,689	1,379,165	1,422,628
AUTO MAINTENANCE	463,610	370,000	380,000	444,000
OTHER MAINTENANCE	-	4,800	4,800	4,800
GAS & OIL	125,658	155,000	126,000	155,000
OTHER SUPPLIES	118,795	169,813	156,900	197,221
OTHER OPERATING COSTS	(11,643)	10,110	9,830	10,110
CHARGES BY OTHER FUNDS	306,255	304,107	304,110	318,441
INSURANCE	79,824	81,065	81,065	80,463
CAPITAL OUTLAY	97,257	1,991,125	1,990,140	598,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	288,252	291,000	294,350	298,200
RESERVES	2,415,525	900,310	1,356,434	1,288,344
TOTAL	7,179,864	7,666,892	7,966,105	6,845,185

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: SOLID WASTE**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Solid Waste Manager	1	0	1	88,074
Residential Solid Waste Foreman	1	0	1	68,985
Solid Waste Driver	17	0	17	731,909
Secretary	1	0	1	44,219
Commercial Franchise Coordinator	1	0	1	72,456
Engineer III	0	0	0	28,845
Container Service Technician	1	0	1	55,402
Clerk Technician	1	0	1	29,051

SALARY SUBTOTAL				1,118,941
OVERTIME				26,000
OTHER PAY				11,640
SALARY TOTAL				1,156,581
BENEFITS				674,014
TOTAL PERSONAL SERVICES	23	0	23	1,830,595

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Bulk Truck	276,000	276,000
Garbage Truck	322,000	322,000

TOTAL	598,000	598,000
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: WELD SHOP

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	367,332	431,510	391,372	443,471
OPERATING EXPENSES	69,373	55,783	51,848	55,118
CAPITAL OUTLAY	25,937	1,500	1,400	1,500
OTHER	-	-	-	-
TOTAL	462,642	488,793	444,620	500,089

ACCOUNT SUMMARY

SALARIES	230,075	278,678	239,418	289,174
OVERTIME	983	2,000	5,490	2,000
OTHER PAY	7,160	4,256	2,624	2,712
BENEFITS	129,114	146,576	143,840	149,585
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	1,480	3,904	-	4,599
UTILITIES	1,493	1,664	1,658	1,704
AUTO MAINTENANCE	23,819	2,000	5,935	2,400
OTHER MAINTENANCE	-	2,360	560	560
GAS & OIL	915	1,300	1,100	1,300
OTHER SUPPLIES	40,165	44,555	42,595	44,555
OTHER OPERATING COSTS	1,501	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	25,937	1,500	1,400	1,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	462,642	488,793	444,620	500,089

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Weld Shop Supervisor	1	0	1	74,641
Machinist	2	0	2	132,786
Welder	2	0	2	77,962
* Fleet Manager	0	0	0	3,785

* Position Split 95/5% with Fleet Division/
Weld Shop, headcount in Fleet Division

SALARY SUBTOTAL				289,174
OVERTIME				2,000
OTHER PAY				2,712
SALARY TOTAL				293,886
BENEFITS				149,585
TOTAL PERSONAL SERVICES	5	0	5	443,471

CAPITAL OUTLAY SCHEDULE

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

TOTAL	1,500	1,500
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

AIRPORT FUND

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

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Aviation:				
Fuel Fees	\$ 104,784	\$ 72,014	\$ 145,000	\$ 171,200
Leased Sites	463,128	458,349	447,544	577,815
Car Rental Fees	3,063	1,400	9,600	11,400
Terminal	29,096	38,239	-	-
Miscellaneous	526	-	4,200	5,100
Non-Aviation:				
Leased Sites	131,706	192,537	181,790	181,790
City Rentals	93,954	91,782	92,894	92,988
Miscellaneous	158,883	128,647	109,641	2,849
Interest Earnings	6,563	5,000	5,000	5,000
Donations	63,494	19,000	22,232	19,000
Subtotal	<u>1,055,197</u>	<u>1,006,968</u>	<u>1,017,901</u>	<u>1,067,142</u>
Fund Balance Carryover	<u>583,603</u>	<u>668,075</u>	<u>675,648</u>	<u>531,456</u>
TOTAL SOURCES	\$ <u>1,638,800</u>	\$ <u>1,675,043</u>	\$ <u>1,693,549</u>	\$ <u>1,598,598</u>
Personal Services	\$ 632,663	\$ 702,141	\$ 680,510	\$ 707,728
Other Expenditures	306,689	404,095	308,743	337,297
Capital Outlay	21,800	86,344	86,344	46,800
Transfer to Other Funds	2,000	86,496	86,496	2,000
Subtotal	<u>963,152</u>	<u>1,279,076</u>	<u>1,162,093</u>	<u>1,093,825</u>
Unrestricted Reserves	<u>675,648</u>	<u>395,967</u>	<u>531,456</u>	<u>504,773</u>
TOTAL USES	\$ <u>1,638,800</u>	\$ <u>1,675,043</u>	\$ <u>1,693,549</u>	\$ <u>1,598,598</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: AIRPORT

DIVISION(S): OPERATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	632,663	702,141	680,510	707,728
OPERATING EXPENSES	306,689	404,095	308,743	337,297
CAPITAL OUTLAY	21,800	86,344	86,344	46,800
OTHER	677,648	482,463	617,952	506,773
TOTAL	1,638,800	1,675,043	1,693,549	1,598,598

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Based Aircraft	255	255	270
Fuel Sales Gallons (000s)	1,423	1,680	1,680
Flight Operations	108,787	120,000	130,000
Air Taxi (Chartered Flights)	3,520	3,600	3,700
Military Operations	154	160	170

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Provide safe, secure, and efficient airport facilities.
- Develop economic development strategy to remain financially self-sufficient and create higher paying jobs.
- Complete airfield capital improvement projects.
- Complete Aerospace Park infrastructure improvements for economic development.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: AIRPORT

DIVISION: OPERATIONS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	632,663	702,141	680,510	707,728
OPERATING EXPENSES	306,689	404,095	308,743	337,297
CAPITAL OUTLAY	21,800	86,344	86,344	46,800
OTHER	677,648	482,463	617,952	506,773
TOTAL	1,638,800	1,675,043	1,693,549	1,598,598

ACCOUNT SUMMARY

REGULAR SALARIES & WAGES	414,418	450,349	434,546	455,089
OVERTIME	415	5,000	530	5,000
SPECIAL PAY	23,360	11,460	11,460	11,460
BENEFITS	194,470	235,332	233,974	236,179
PROFESSIONAL SERVICES	30,841	75,276	61,076	20,143
TRAINING AND TRAVEL	704	3,900	1,850	5,600
UTILITIES	36,953	40,200	35,700	47,940
AUTO MAINTENANCE	13,506	7,300	7,000	9,055
OTHER MAINTENANCE	45,488	97,319	58,300	61,900
GAS & OIL	7,196	8,500	8,300	9,880
OTHER SUPPLIES	27,215	36,180	30,300	54,650
OTHER OPERATING COSTS	61,810	53,503	24,300	41,600
CHARGES BY OTHER FUNDS	66,596	66,226	66,226	69,603
INSURANCE	16,380	15,691	15,691	16,926
CAPITAL OUTLAY	21,800	86,344	86,344	46,800
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	2,000	86,496	86,496	2,000
RESERVES	675,648	395,967	531,456	504,773
TOTAL	1,638,800	1,675,043	1,693,549	1,598,598

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: AIRPORT
DIVISION: OPERATIONS**

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Aviation Director	1	0	1	127,301
Airport Technician II	1	0	1	38,263
Airfield Manager	1	0	1	67,229
Airport Operations Coordinator	2	0	2	106,049
Airport Administration Specialist	1	0	1	40,770
Lead Airport Technician	1	0	1	40,770
Secretary	1	0	1	34,707

SALARY SUBTOTAL				455,089
OVERTIME				5,000
OTHER PAY				11,460
SALARY TOTAL				471,549
BENEFITS				236,179
TOTAL PERSONAL SERVICES	8	0	8	707,728

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Laptop Computer (2)	3,400	3,400
Airport Master Plan	9,400	9,400
1/2 Ton Pick-up Truck	34,000	34,000

TOTAL	46,800	46,800
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

CENTRAL SERVICES FUND

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

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Information Technology	\$ 2,616,552	\$ 2,877,788	\$ 2,877,788	\$ 3,014,658
Warehouse				
General Fund	654,329	545,573	545,573	-
Stormwater Utility	3,699	3,096	3,096	-
Solid Waste	3,663	3,066	3,066	-
Airport	572	479	479	-
Facilities Maintenance	3,225,372	3,800,486	3,800,486	5,171,031
Fleet Maintenance	1,436,870	1,970,000	1,966,817	2,025,822
Car Wash Facility	43,316	45,000	45,000	60,000
LYNX Revenue	127,817	135,654	135,654	138,723
Interest Earnings	4,722	5,000	2,500	5,000
Miscellaneous	38,328	35,000	37,582	37,000
Transfer from Other Funds	-	-	-	-
Fund Balance Carryover	1,081,832	726,471	694,961	491,544
TOTAL SOURCES	\$ 9,237,072	\$ 10,147,613	\$ 10,113,002	\$ 10,943,778
Information Technology	\$ 2,522,719	\$ 2,947,005	\$ 2,937,512	\$ 3,014,658
Warehouse	646,713	420,345	421,464	-
Fleet Maintenance	1,948,990	2,127,463	2,074,164	2,207,549
Facilities Maintenance	3,423,689	4,297,649	4,188,318	5,171,031
Unrestricted Reserves	694,961	355,151	491,544	550,540
TOTAL USES	\$ 9,237,072	\$ 10,147,613	\$ 10,113,002	\$ 10,943,778

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

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

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,472,036	1,624,201	1,631,768	1,662,205
OPERATING EXPENSES	975,468	1,279,851	1,262,791	1,332,653
CAPITAL OUTLAY	75,215	42,953	42,953	19,800
OTHER	694,961	355,151	491,544	550,540
TOTAL	3,217,680	3,302,156	3,429,056	3,565,198

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Personal Computers/Laptops & Tablets	616	620	625
Mobile Digital Computers	205	207	213
Servers	172	177	187
Security Cameras	222	250	275

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

Listed below are the Information Technology Department's strategies adopted for the coming year.

- Create and maintain state-of-the-art information management systems to help departments accomplish their strategies and initiatives.
- Ensure Department offerings remain relevant, efficient, and effective for the short and long-term needs of the City.
- Maintain a secure and reliable high-speed communication network to support and protect critical City information management systems and data to ensure business continuity.
- Support City users with specialized training in software, hardware, and computer policies and procedures.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: INFORMATION TECHNOLOGY

DIVISION: INFORMATION TECHNOLOGY

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,472,036	1,624,201	1,631,768	1,662,205
OPERATING EXPENSES	975,468	1,279,851	1,262,791	1,332,653
CAPITAL OUTLAY	75,215	42,953	42,953	19,800
OTHER	694,961	355,151	491,544	550,540
TOTAL	3,217,680	3,302,156	3,429,056	3,565,198

ACCOUNT SUMMARY

SALARIES	1,034,500	1,117,462	1,123,482	1,148,862
OVERTIME	10,820	11,000	11,000	11,500
OTHER PAY	29,498	28,323	28,323	28,580
BENEFITS	397,218	467,416	468,963	473,263
PROFESSIONAL SERVICES	2,920	80,128	80,128	39,000
TRAINING & TRAVEL	39,419	57,235	46,400	57,840
UTILITIES	63,953	77,240	77,240	77,632
AUTO MAINTENANCE	536	1,000	1,000	2,400
OTHER MAINTENANCE	750,139	844,372	844,372	986,842
GAS & OIL	197	620	500	620
OTHER SUPPLIES	85,160	179,852	173,747	125,851
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	33,144	39,404	39,404	42,468
CAPITAL OUTLAY	75,215	42,953	42,953	19,800
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	694,961	355,151	491,544	550,540
TOTAL	3,217,680	3,302,156	3,429,056	3,565,198

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

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

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Director	1	0	1	150,311
Assistant Director	1	0	1	120,381
Enterprise Application Administrator	2	0	2	145,940
Programmer Analyst	2	0	2	171,263
Network Manager	1	0	1	109,134
Network Engineer	4	0	4	270,757
Computer Specialist	1	1	2	117,061
Lead Computer Specialist	1	(1)	0	-
Applications Manager	1	0	1	64,015

SALARY SUBTOTAL				1,148,862
OVERTIME				11,500
OTHER PAY				28,580
SALARY TOTAL				1,188,942
BENEFITS				473,263
TOTAL PERSONAL SERVICES	14	0	14	1,662,205

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SLS TAX	THIS DIVISION
Personal Computer	1,300		1,300
Personal Computer	1,300		1,300
Laptop Computer	1,700		1,700
Computer Equipment	5,500		5,500
Office Renovation	10,000		10,000
Geographic Information Systems Implementation	10,000	10,000	
Back Office Licensing	94,000	94,000	
Wide Area Network	466,000	466,000	

TOTAL	589,800	570,000	19,800
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: PUBLIC WORKS

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

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,748,179	1,890,612	1,784,191	1,884,447
OPERATING EXPENSES	3,521,061	4,120,543	4,093,560	4,383,533
CAPITAL OUTLAY	750,152	834,302	806,195	1,110,600
OTHER	-	-	-	-
TOTAL	6,019,392	6,845,457	6,683,946	7,378,580

DUTIES AND FUNCTIONS

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

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Warehouse Orders	475	N/A	N/A
Facilities Maint. Work Orders	1911**	2,400	2,600
Fleet Maintenance-Labor Hours			
Light Duty Vehicles City	2,276	2,534	2,800
Light Duty Vehicles TWA*	1,353	1,060	1,800
Heavy Duty Vehicles City	2,065	2,150	2,200
Heavy Duty Vehicles TWA*	1,879	2,254	2,400

*TWA=Toho Water Authority

** 6/2020 to 6/2021 during COVID

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

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

- Provide high-quality City facilities, public infrastructure, and neighborhood improvements and ensure those assets are well maintained with properly functioning components and systems.
- Enhance established policies, procedures, and practices for divisions to reduce costs and improve customer satisfaction while ensuring operations are conducted within industry standards.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: WAREHOUSE

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	96,180	16,273	16,272	-
OPERATING EXPENSES	550,533	401,932	403,052	-
CAPITAL OUTLAY	-	2,140	2,140	-
OTHER	-	-	-	-
TOTAL	646,713	420,345	421,464	-

ACCOUNT SUMMARY

SALARIES	53,568	7,728	7,728	-
OVERTIME	3,261	43	43	-
OTHER PAY	430	-	-	-
BENEFITS	38,921	8,502	8,501	-
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	5,952	-	-	-
AUTO MAINTENANCE	168	572	1,668	-
OTHER MAINTENANCE	396,739	333,323	333,323	-
GAS & OIL	31	7	7	-
OTHER SUPPLIES	238	1,231	1,231	-
OTHER OPERATING COSTS	61,149	28,634	28,658	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	86,256	38,165	38,165	-
CAPITAL OUTLAY	-	2,140	2,140	-
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	646,713	420,345	421,464	-

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: FLEET MAINTENANCE

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	951,364	1,031,092	985,293	1,031,004
OPERATING EXPENSES	940,817	1,059,615	1,052,115	1,094,045
CAPITAL OUTLAY	56,809	36,756	36,756	82,500
OTHER	-	-	-	-
TOTAL	1,948,990	2,127,463	2,074,164	2,207,549

ACCOUNT SUMMARY

SALARIES	581,127	638,388	593,493	635,462
OVERTIME	24,846	15,000	20,000	20,000
OTHER PAY	17,003	7,797	7,297	7,297
BENEFITS	328,388	369,907	364,503	368,245
PROFESSIONAL SERVICES	179,242	207,010	207,010	231,500
TRAINING & TRAVEL	3,893	18,650	7,500	15,550
UTILITIES	3,385	4,300	4,300	4,500
AUTO MAINTENANCE	693,675	707,758	707,758	710,500
OTHER MAINTENANCE	33,085	30,800	29,500	35,400
GAS & OIL	12,229	10,700	10,700	11,984
OTHER SUPPLIES	55,717	70,167	75,117	74,381
OTHER OPERATING COSTS	(40,921)	10,230	10,230	10,230
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	512	-	-	-
CAPITAL OUTLAY	56,809	36,756	36,756	82,500
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	1,948,990	2,127,463	2,074,164	2,207,549

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: FLEET MAINTENANCE**

**ACCOUNT
5560-45-4570-590**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Fleet Manager	1	0	1	71,906
Apprentice Mechanic	1	1	2	67,143
Fleet Mechanic	3	0	3	121,432
Heavy Equipment Mechanic	3	0	3	134,414
Lead Mechanic	1	0	1	59,902
Secretary	1	0	1	35,371
Fleet Maintenance Foreman	1	0	1	71,017
Clerk Technician	1	0	1	32,586
Service Writer	1	0	1	41,691
Fleet Parts Specialist	1	(1)	0	-

SALARY SUBTOTAL				635,462
OVERTIME				20,000
OTHER PAY				7,297
SALARY TOTAL				662,759
BENEFITS				368,245
TOTAL PERSONAL SERVICES	14	0	14	1,031,004

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Laptop Computer	1,700	1,700
Hot Pressure Washer	5,800	5,800
Fuel Dispenser Pump (2)	10,000	10,000
Diagnostic Equipment (2)	15,000	15,000
Sport Utility Vehicle	24,000	24,000
Mobile Hoist/Lift (2)	26,000	26,000

TOTAL	82,500	82,500
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: PUBLIC WORKS

DIVISION: FACILITIES MAINTENANCE

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	700,635	843,247	782,626	853,443
OPERATING EXPENSES	2,029,711	2,658,996	2,638,393	3,289,488
CAPITAL OUTLAY	693,343	795,406	767,299	1,028,100
OTHER	-	-	-	-
TOTAL	3,423,689	4,297,649	4,188,318	5,171,031

ACCOUNT SUMMARY

SALARIES	383,779	517,750	464,555	521,610
OVERTIME	26,606	15,957	14,764	15,000
OTHER PAY	15,637	6,890	4,790	7,435
BENEFITS	274,613	302,650	298,517	309,398
PROFESSIONAL SERVICES	147,560	472,166	465,500	516,026
TRAINING & TRAVEL	-	1,250	550	7,550
UTILITIES	1,217,566	1,302,053	1,304,799	1,479,854
AUTO MAINTENANCE	11,478	10,000	9,400	12,000
OTHER MAINTENANCE	610,955	739,990	733,000	1,056,223
GAS & OIL	8,731	10,993	8,400	13,200
OTHER SUPPLIES	28,674	26,543	20,866	33,586
OTHER OPERATING COSTS	4,747	42,575	42,452	80,392
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	53,426	53,426	90,657
CAPITAL OUTLAY	693,343	795,406	767,299	1,028,100
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	3,423,689	4,297,649	4,188,318	5,171,031

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: FACILITIES MAINTENANCE**

**ACCOUNT
5560-45-4560-519**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Facilities Construction & Maintenance Manager	1	0	1	80,211
Facilities Inspector	1	0	1	42,934
Facilities Construction Coordinator	1	0	1	49,211
Facilities Maintenance Supervisor	1	0	1	51,696
General Tradesworker	6	0	6	204,879
Secretary	1	0	1	35,692
Custodian	1	0	1	28,215
Clerk Technician	1	0	1	28,772
SALARY SUBTOTAL				521,610
OVERTIME				15,000
OTHER PAY				7,435
SALARY TOTAL				544,045
BENEFITS				309,398
TOTAL PERSONAL SERVICES	13	0	13	853,443

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION	
		SLS TAX	THIS DIVISION
Chambers Park Water Fountain	2,500		2,500
Rosehill Cemetery Water Fountain	2,500		2,500
Portable Dehumidifier (2)	3,700		3,700
Personal Computer (3)	4,500		4,500
Chambers Park Front Entryway Flooring	6,000		6,000
Chambers Park Parking Lot Resurface	10,000		10,000
Portable Air Conditioning Unit (2)	13,000		13,000
Oak Street Community Center Door (3)	15,000		15,000
Fire Station 11 Non-Slip Bay Floor	27,500		27,500
3/4 Ton Pick-up Truck	39,800		39,800
Civic Center Health Department Modifications	50,000		50,000
City Hall VAV Upgrade (2)	163,200		163,200
Generators- City Hall, Police and Central Services	262,500		262,500
Roof Replacement- City Wide	427,900		427,900
Facilities ADA Compliance	500,000	500,000	
TOTAL	1,528,100	500,000	1,028,100

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

LOCAL OPTION SALES TAX FUND

On June 5, 1990, a referendum was approved for an additional one-cent sales tax within Osceola County. Only major capital items can be funded from this source of revenue. Over the years, bonds have been issued to fund various projects such as Community Redevelopment improvements, a new Service Center, City Hall and Fire Stations as well as park land purchases and improvements.

Local Option Sales				
Tax	\$ 7,047,757	\$ 8,700,000	\$ 7,927,000	\$ 9,073,000
State Grant	-	500,000	1,000,000	-
Miscellaneous	200,000	-	2,304,000	-
Interest Earnings	60,129	30,000	18,000	20,000
Transfer from Other Funds	66,818	-	-	-
Fund Balance Carryover	<u>5,798,185</u>	<u>5,607,887</u>	<u>5,242,728</u>	<u>3,391,362</u>
TOTAL SOURCES	\$ <u>13,172,889</u>	\$ <u>14,837,887</u>	\$ <u>16,491,728</u>	\$ <u>12,484,362</u>

Sales Tax Projects				
by Department:				
City Manager	\$ 1,861	\$ 193,289	\$ 193,289	\$ -
Police	1,221,192	342,263	342,263	-
Fire	184,511	789,000	194,910	695,000
Public Works	1,295,771	3,617,813	3,573,574	825,200
Parks and Recreation	300,640	2,790,526	2,790,526	190,000
Information Technology	604,250	1,374,968	1,329,603	570,000
Transfers:				
Sales Tax Bonds	4,321,936	4,362,514	4,362,514	4,455,036
Capital Lease	-	156,844	313,687	389,457
Miscellaneous Funds	-	-	-	-
Unrestricted Reserves	<u>5,242,728</u>	<u>1,210,670</u>	<u>3,391,362</u>	<u>5,359,669</u>
TOTAL USES	\$ <u>13,172,889</u>	\$ <u>14,837,887</u>	\$ <u>16,491,728</u>	\$ <u>12,484,362</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

MOBILITY FEE FUND

During fiscal year 2013, this fund was established to account for the proceeds of the newly implemented mobility fees. These fees were implemented in lieu of transportation impact fees; therefore, future projects that were previously planned for in the Transportation Impact Fund have been moved to the Mobility Fee Fund. These monies will be used to fund new road construction.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Mobility Fees	\$ 1,394,917	\$ 1,236,500	\$ 1,119,465	\$ 5,884,790
Other Transportation Charges	-		-	
Interest Earnings	52,149	30,000	23,000	25,000
Fund Balance Carryover	<u>4,818,962</u>	<u>5,944,225</u>	<u>5,800,293</u>	<u>3,060,139</u>
TOTAL SOURCES	\$ <u>6,266,028</u>	\$ <u>7,210,725</u>	\$ <u>6,942,758</u>	\$ <u>8,969,929</u>
 Road Improvements	 \$ 22,284	 \$ 3,439,220	 \$ 3,439,220	 \$ 250,000
Transfer to Other Funds	443,451	443,399	443,399	442,554
Restricted Reserves	<u>5,800,293</u>	<u>3,328,106</u>	<u>3,060,139</u>	<u>8,277,375</u>
TOTAL USES	\$ <u>6,266,028</u>	\$ <u>7,210,725</u>	\$ <u>6,942,758</u>	\$ <u>8,969,929</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

LOCAL OPTION GAS TAX FUND

This fund was established to account for the proceeds of the Local Option Gas Tax which was authorized by the Osceola County Board of Commissioners and is distributed by Interlocal Agreement as follows:

City of Kissimmee	25.0%
City of St. Cloud	12.5%
Osceola County	62.5%

The City's intention is to utilize these funds to make improvements to City roadways and intersections. Summaries showing personnel and capital outlay for the divisions administered by the Public Works Department begin on the following page.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Local Option Gas Tax	\$ 2,525,092	\$ 2,725,000	\$ 2,650,605	\$ 2,731,000
Interest Earnings	36,079	20,000	13,000	15,000
Miscellaneous Revenue	16,592	3,500	14,875	3,500
Transfer from				
Special Assessments	1,882	5,000	5,000	5,000
Transfer from Other Funds	500,181	500,000	500,000	500,000
Fund Balance Carryover	3,120,865	3,079,482	3,219,390	2,422,123
TOTAL SOURCES	\$ 6,200,691	\$ 6,332,982	\$ 6,402,870	\$ 5,676,623
 Sidewalks	 \$ 694,139	 \$ 625,114	 \$ 503,670	 \$ 760,707
Engineering	493,975	676,778	581,392	601,550
Traffic Engineering	-	80,000	80,000	600,600
Street Maintenance	-	-	-	-
Road Improvements	882,203	1,898,408	1,898,389	790,000
Transfers:				
Gas Tax Notes	910,984	917,296	917,296	921,746
Other Funds	-	-	-	-
Unrestricted Reserves	3,219,390	2,135,386	2,422,123	2,002,020
TOTAL USES	\$ 6,200,691	\$ 6,332,982	\$ 6,402,870	\$ 5,676,623

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION(S): SIDEWALKS, ENGINEERING,
ROAD IMPROVEMENTS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	851,294	1,096,017	896,207	1,053,181
OPERATING EXPENSES	390,655	1,120,360	1,103,747	673,576
CAPITAL OUTLAY	828,368	1,063,923	1,063,497	1,026,100
OTHER	4,130,374	3,052,682	3,339,419	2,923,766
TOTAL	6,200,691	6,332,982	6,402,870	5,676,623

DUTIES AND FUNCTIONS

These funds are administered by the Public Works Department. Projected collections of this tax are supplemented by transfers of collections received in the Paving Assessment Fund. Funding is provided for the sidewalk program, resurfacing, engineering staff needed to design a large number of projects in-house, and road improvement projects.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Sidewalk Miles Maintained	215	215	216
Linear Feet of Sidewalk Replaced	1,800	3,906	400
Cubic Yards of Concrete Poured	190	400	425
Feet of Curb Replaced	30	50	60
City Roads Maintained (LM)	392	396	397
State Roads Maintained (LM)	58	59	59
Asphalt Tonnage Applied	120	527	530

LM=Lane Miles

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

Listed below are the Public Works Department's strategies associated with the activities of the Local Option Gas Tax Fund that have been adopted for the coming year.

- Provide high-quality City facilities, public infrastructure, and neighborhood improvements and ensure those assets are well maintained with properly functioning components and systems.
- Improve the process of identifying and prioritizing projects listed in the department's 5-year Capital Improvement Plan (CIP) and seek necessary funding.
- Enhance established policies, procedures, and practices for divisions to reduce cost and improve customer satisfaction while ensuring operations are conducted within industry standards.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION: SIDEWALKS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	367,150	523,459	415,978	533,171
OPERATING EXPENSES	74,285	97,155	83,618	95,036
CAPITAL OUTLAY	252,704	84,500	84,074	733,100
OTHER	-	-	-	-
TOTAL	694,139	705,114	583,670	1,361,307

ACCOUNT SUMMARY

SALARIES	191,517	306,029	208,734	315,449
OVERTIME	1,133	2,500	1,500	2,000
OTHER PAY	10,636	6,105	4,428	4,110
BENEFITS	163,864	208,825	201,316	211,612
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	1,290	-	1,290
UTILITIES	514	1,568	1,567	1,594
AUTO MAINTENANCE	18,469	29,364	22,000	26,604
OTHER MAINTENANCE	-	200	185	200
GAS & OIL	8,225	10,920	9,800	10,400
OTHER SUPPLIES	35,353	42,647	38,900	42,647
OTHER OPERATING COSTS	-	100	100	100
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	11,724	11,066	11,066	12,201
CAPITAL OUTLAY	252,704	84,500	84,074	733,100
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-

TOTAL	694,139	705,114	583,670	1,361,307
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: SIDEWALKS**

**ACCOUNT
1104-45-4564-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	

* Lead Foreman	0	0	0	32,918
Foreman	1	0	1	45,055
Equipment Operator II	5	0	5	185,467
Heavy Equipment Operator	1	0	1	44,798
Engineer III	0	0	0	7,211

* Position is split 50/50% with General Fund;
headcount in General Fund.

SALARY SUBTOTAL				315,449
OVERTIME				2,000
OTHER PAY				4,110
SALARY TOTAL				321,559
BENEFITS				211,612
TOTAL PERSONAL SERVICES	7	0	7	533,171

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Vibratory Compactor	2,500	2,500
Tilt Trailer	15,000	15,000
Dump Truck	115,000	115,000
Thacker Avenue/Patrick Street Traffic Signal	600,600	600,600

TOTAL	733,100	733,100
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION: ENGINEERING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	484,144	572,558	480,229	520,010
OPERATING EXPENSES	8,160	86,002	82,945	78,540
CAPITAL OUTLAY	1,671	18,218	18,218	3,000
OTHER	-	-	-	-
TOTAL	493,975	676,778	581,392	601,550

ACCOUNT SUMMARY

SALARIES	321,487	387,347	307,478	358,930
OVERTIME	-	-	-	-
OTHER PAY	2,294	1,996	1,636	1,921
BENEFITS	160,363	183,215	171,115	159,159
PROFESSIONAL SERVICES	-	71,002	71,000	65,000
TRAINING & TRAVEL	3,062	4,200	3,000	4,500
UTILITIES	1,479	1,060	145	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	1,219	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	2,400	9,740	8,800	9,040
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	1,671	18,218	18,218	3,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	493,975	676,778	581,392	601,550

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ENGINEERING**

**ACCOUNT
1104-45-4520-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Engineer III	1	0	1	80,340
Lead Engineering Technician	1	0	1	78,040
* Engineering Manager	0	0	0	22,731
Engineer I	1	0	1	71,685
Traffic Engineering Manager	1	0	1	72,649
Clerk Technician	1	(1)	0	0
Secretary	1	0	1	33,485

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

SALARY SUBTOTAL				358,930
OVERTIME				-
OTHER PAY				1,921
SALARY TOTAL				360,851
BENEFITS				159,159
TOTAL PERSONAL SERVICES	6	(1)	5	520,010

CAPITAL OUTLAY SCHEDULE

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

TOTAL	3,000	3,000
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: LOCAL OPTION GAS TAX

DIVISION: ROAD IMPROVEMENTS

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	308,210	937,203	937,184	500,000
CAPITAL OUTLAY	573,993	961,205	961,205	290,000
OTHER	4,130,374	3,052,682	3,339,419	2,923,766
TOTAL	5,012,577	4,951,090	5,237,808	3,713,766

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	166,012	122,900	122,881	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	142,198	814,303	814,303	500,000
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	573,993	961,205	961,205	290,000
DEBT SERVICE	910,984	917,296	917,296	921,746
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	3,219,390	2,135,386	2,422,123	2,002,020
TOTAL	5,012,577	4,951,090	5,237,808	3,713,766

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: PUBLIC WORKS
DIVISION: ROAD IMPROVEMENTS**

**ACCOUNT
1104-45-4565-541**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	

NONE

SALARY SUBTOTAL	-
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	-
BENEFITS	-
TOTAL PERSONAL SERVICES	-

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION	
	AMOUNT	MOBILITY	THIS DIVISION
Neighborhood Street Light Infill Program	10,000		10,000
Intelligent Transportation System	50,000		50,000
Mann Street Design	80,000		80,000
West Oak Street at John Young Parkway Improvements	150,000		150,000

TOTAL	290,000	290,000
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

PAVING ASSESSMENT FUND

This fund accounts for the collection of paving and sidewalk assessments. Collections are transferred to the Local Option Gas Tax Fund where the total cost of road and sidewalk improvements are budgeted and accounted for.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Assessments	\$ 26,095	\$ 10,000	\$ 10,000	\$ 10,000
Interest Earnings	<u>5</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL SOURCES	\$ <u>26,100</u>	\$ <u>10,000</u>	\$ <u>10,000</u>	\$ <u>10,000</u>
Other Operating Costs	\$ 24,218	\$ 5,000	\$ 5,000	\$ 5,000
Transfers to Other Funds	<u>1,882</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
TOTAL USES	\$ <u>26,100</u>	\$ <u>10,000</u>	\$ <u>10,000</u>	\$ <u>10,000</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

BUILDING FUND

Although administered as a division of Development Services, the Building Fund is a special revenue fund that accounts separately for various permits and plan checking fees as well as the expenses associated with building/fire inspections and permitting.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Building Permits	\$ 1,193,313	\$ 800,000	\$ 450,000	\$ 1,800,000
Electrical Permits	59,070	37,500	30,000	100,000
Plumbing Permits	23,431	17,500	20,000	50,000
Mechanical Permits	19,070	12,500	25,000	75,000
Impact Fee Allowance	31,631	20,000	40,000	40,000
Plan Checking Fees	2,715	5,000	-	-
Interest Earnings	70,174	75,000	10,000	10,000
Miscellaneous	39,105	32,000	40,000	40,000
Transfer from General Fund	40,000	5,000	5,000	5,000
Fund Balance Carryover	<u>6,813,388</u>	<u>6,271,901</u>	<u>6,518,424</u>	<u>2,190,377</u>
TOTAL SOURCES	\$ <u>8,291,897</u>	\$ <u>7,276,401</u>	\$ <u>7,138,424</u>	\$ <u>4,310,377</u>
Personal Services	\$ 1,401,251	\$ 1,822,130	\$ 1,628,803	\$ 1,956,439
Operating Costs	120,909	315,338	265,461	353,892
Capital Outlay	251,313	3,053,783	3,053,783	775,200
Transfer to Other Funds		-	-	-
Unrestricted Reserves	<u>6,518,424</u>	<u>2,085,150</u>	<u>2,190,377</u>	<u>1,224,846</u>
TOTAL USES	\$ <u>8,291,897</u>	\$ <u>7,276,401</u>	\$ <u>7,138,424</u>	\$ <u>4,310,377</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION(S): BUILDING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,401,251	1,822,130	1,628,803	1,956,439
OPERATING EXPENSES	120,909	315,338	265,461	353,892
CAPITAL OUTLAY	251,313	3,053,783	3,053,783	775,200
OTHER	6,518,424	2,085,150	2,190,377	1,224,846
TOTAL	8,291,897	7,276,401	7,138,424	4,310,377

DUTIES AND FUNCTIONS

Principal activities of the Development Services Building division include: enforcement of the building code regulations; issuance of all occupational licenses (business tax receipts) and construction agreements; providing staff support to the Development Review Committee; and all building permit activity including plan review, permit issuance, and inspections.

SELECTED PERFORMANCE INDICATORS

	ACTUAL 2020	ESTIMATE 2021	BUDGET 2022
Occupational Licenses Issued	1,112	981	1,047
Total Permits Issued	5,568	5,171	5,370
Building Related Revenues	\$2,029,004	\$300,924	\$1,164,964
Inspections	7,417	7,764	7,590
Single Family COs Issued	341	179	260
Commercial COs Issued	43	49	46
Fire Inspections	543	371	457

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

Listed below are the Development Services Department's strategies associated with the activities of the Building Fund that have been adopted for the coming year.

- Improve and maintain the Development Services customer service experience.
- Work to improve transportation and growth issues within the City for a more sustainable future.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: BUILDING

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	1,401,251	1,822,130	1,628,803	1,956,439
OPERATING EXPENSES	120,909	315,338	265,461	353,892
CAPITAL OUTLAY	251,313	3,053,783	3,053,783	775,200
OTHER	6,518,424	2,085,150	2,190,377	1,224,846
TOTAL	8,291,897	7,276,401	7,138,424	4,310,377

ACCOUNT SUMMARY

SALARIES	872,452	1,195,731	1,031,740	1,313,623
OVERTIME	13,374	30,000	13,900	10,000
OTHER PAY	27,064	10,370	10,370	10,020
BENEFITS	488,361	586,029	572,793	622,796
PROFESSIONAL SERVICES	66,596	100,928	83,128	30,480
TRAINING & TRAVEL	2,111	19,090	6,000	23,735
UTILITIES	2,921	7,920	3,000	7,728
AUTO MAINTENANCE	6,299	12,500	9,500	13,300
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	2,626	6,300	6,000	6,840
OTHER SUPPLIES	18,758	47,720	38,170	141,323
OTHER OPERATING COSTS	1,984	4,000	2,500	4,000
CHARGES BY OTHER FUNDS	0	88,898	88,898	94,823
INSURANCE	19,614	27,982	28,265	31,663
CAPITAL OUTLAY	251,313	3,053,783	3,053,783	775,200
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	6,518,424	2,085,150	2,190,377	1,224,846
TOTAL	8,291,897	7,276,401	7,138,424	4,310,377

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: BUILDING**

**ACCOUNT
1120-40-4010-524**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Building Official	1	0	1	108,363
Building Inspector III	1	0	1	84,689
Chief Plan Reviewer	1	0	1	89,124
Plan Reviewer I	1	0	1	60,394
Plan Reviewer II	1	0	1	71,192
Building Inspector I	2	0	2	106,370
Permit Technician	6	(1)	5	180,090
Deputy Building Official	1	0	1	76,227
Permit Supervisor	1	0	1	67,486
= Assistant Director	0	0	0	61,315
** Clerk Technician	1	0	1	21,804
* Director	0	0	0	36,908
Fire Inspector	3	0	3	186,496
Fire Prevention Supervisor	1	0	1	75,948
Permit Communication Supervisor	0	1	1	44,626
Lead Permitting Technician	1	0	1	42,591
SALARY SUBTOTAL				1,313,623
OVERTIME				10,000
OTHER PAY				10,020
SALARY TOTAL				1,333,643
BENEFITS				622,796
TOTAL PERSONAL SERVICES	21	0	21	1,956,439

- * Position split 65/25/5/5% with the General Fund, Building Fund and CRA Funds; headcount in General Fund
- ** Position split 75/25% with the Building Fund and General Fund
- = Position split 50/50% with the General Fund

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
Desktop Computer	1,500	1,500
Tablet Computer	1,700	1,700
Desktop Computer (4)	8,000	8,000
Medium Duty Scanner (4)	14,000	14,000
Permitting Service Center	750,000	750,000
TOTAL	775,200	775,200

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

DOWNTOWN COMMUNITY REDEVELOPMENT FUND

This fund was established to account for the financial activity of the Downtown Community Redevelopment Agency (CRA). Revenue is received based on the incremental increase in assessed value within the CRA's boundaries.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Intergovernmental				
Revenue	\$ 1,252,934	\$ 1,314,925	\$ 1,316,052	\$ 1,391,840
Interest Earnings	30,959	30,000	11,000	15,000
Miscellaneous Revenue	60,384	62,196	96,574	62,707
Transfer from General Fund	864,955	907,750	908,628	960,847
Fund Balance Carryover	<u>2,279,461</u>	<u>2,214,837</u>	<u>2,212,568</u>	<u>1,122,310</u>
TOTAL SOURCES	\$ <u>4,488,693</u>	\$ <u>4,529,708</u>	\$ <u>4,544,822</u>	\$ <u>3,552,704</u>
Professional Services	\$ 739,645	\$ 75,729	\$ 70,000	\$ 37,500
Other Operating Costs	456,893	1,249,980	1,191,267	691,991
General Fund Admin Cost	106,412	101,454	101,454	101,752
Capital Outlay	83,157	1,188,158	1,188,158	750,000
Aid to Private Organizations	-			
Transfer to Other Funds	890,018	871,633	871,633	829,016
Unrestricted Reserves	<u>2,212,568</u>	<u>1,042,754</u>	<u>1,122,310</u>	<u>1,142,445</u>
TOTAL USES	\$ <u>4,488,693</u>	\$ <u>4,529,708</u>	\$ <u>4,544,822</u>	\$ <u>3,552,704</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION(S): DOWNTOWN COMMUNITY
REDEVELOPMENT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	1,302,950	1,427,163	1,362,721	831,243
CAPITAL OUTLAY	83,157	1,188,158	1,188,158	750,000
OTHER	3,102,586	1,914,387	1,993,943	1,971,461
TOTAL	4,488,693	4,529,708	4,544,822	3,552,704

DUTIES AND FUNCTIONS

The Community Redevelopment Agency Fund was established by Ordinance # 1893 which was adopted by the City Commission on June 8, 1993. Pursuant to Florida Statute 163.387, the Community Redevelopment Agency (CRA) receives the incremental increase in ad valorem taxes on real property within the redevelopment area. Annual payments are required by the City and County based on the cumulative increase above the area's 1992 total taxable value. To initiate some of the planned improvements, a bank loan was secured in December 1994. The loan was refunded in FY 2015 to provide additional debt service relief by extending the maturity date to 2030.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STRATEGIES

Listed below are the Vine Street and Downtown Community Redevelopment Agencies' (CRA) strategies adopted for the coming year.

- Improve and grow the City's Community Redevelopment Agency districts.
- Beaumont Site Development
- Downtown Holiday Lighting – Lakefront, Downtown and City Hall.
- COVID-19 Small Business Grant Program (CDBG-CV).
- Provide Affordable Housing on TWA Property.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION(S): DOWNTOWN COMMUNITY
REDEVELOPMENT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	-
OPERATING EXPENSES	1,302,950	1,427,163	1,362,721	831,243
CAPITAL OUTLAY	83,157	1,188,158	1,188,158	750,000
OTHER	3,102,586	1,914,387	1,993,943	1,971,461
TOTAL	4,488,693	4,529,708	4,544,822	3,552,704

ACCOUNT SUMMARY

SALARIES	-	-	-	-
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	-
PROFESSIONAL SERVICES	739,645	75,729	70,000	37,500
TRAINING & TRAVEL	926	2,500	2,500	5,270
UTILITIES	3,291	5,800	3,800	6,004
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	74,670	58,665	4,000	54,000
GAS & OIL	-	-	-	-
OTHER SUPPLIES	16,842	121,295	119,247	20,090
OTHER OPERATING COSTS	361,164	1,061,720	1,061,720	606,627
CHARGES BY OTHER FUNDS	106,412	101,454	101,454	101,752
INSURANCE	-	-	-	-
CAPITAL OUTLAY	83,157	1,188,158	1,188,158	750,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	890,018	871,633	871,633	829,016
RESERVES	2,212,568	1,042,754	1,122,310	1,142,445
TOTAL	4,488,693	4,529,708	4,544,822	3,552,704

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

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

**ACCOUNT
1107-10-1050-559**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	

NONE

SALARY SUBTOTAL	-
OVERTIME	-
OTHER PAY	-
SALARY TOTAL	-
BENEFITS	-
TOTAL PERSONAL SERVICES	-

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL AMOUNT	COST ALLOCATION
		THIS DIVISION
Toho Square Parking Garage Sign	150,000	150,000
Legacy Project	600,000	600,000

TOTAL	750,000	750,000
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

VINE STREET COMMUNITY REDEVELOPMENT FUND

This fund was established to account for the financial activity of the Vine Street Community Redevelopment Agency (CRA). Revenue is received based on the incremental increase in assessed value within the CRA's boundaries.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Intergovernmental				
Revenue	\$ 349,831	\$ 510,888	\$ 508,371	\$ 545,880
Interest Earnings	10,732	8,000	2,200	5,000
Transfer from General				
Fund	327,755	478,648	476,230	511,432
Fund Balance Carryover	<u>553,950</u>	<u>1,134,881</u>	<u>1,133,805</u>	<u>1,262,557</u>
TOTAL SOURCES	\$ <u>1,242,268</u>	\$ <u>2,132,417</u>	\$ <u>2,120,606</u>	\$ <u>2,324,869</u>
General Fund Admin Cost	\$ 106,408	\$ 101,454	\$ 101,454	\$ 101,751
Operating Costs	495	74,510	6,595	28,661
Capital Outlay	1,560	445,000	445,000	501,500
Aid to Private Organizations	-	305,000	305,000	125,000
Unrestricted Reserves	<u>1,133,805</u>	<u>\$ 1,206,453</u>	<u>\$ 1,262,557</u>	<u>\$ 1,567,957</u>
TOTAL USES	\$ <u>1,242,268</u>	\$ <u>2,132,417</u>	\$ <u>2,120,606</u>	\$ <u>2,324,869</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

2021 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUND

In 2022, the City will be awarded a \$769,084 Community Development Block Grant from the Department of Community Affairs. The proceeds from this grant are to be used for economic development projects.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
State Grant	\$ -	\$ -	\$ -	\$ 769,084
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ 769,084
Personal Services	\$ -	\$ -	\$ -	\$ 222,084
Professional Services	-	-	-	-
Operating Costs	-	-	-	544,000
Capital Outlay	-	-	-	3,000
TOTAL USES	\$ -	\$ -	\$ -	\$ 769,084

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: 2021 CDBG ENTITLEMENT GRANT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	222,084
OPERATING EXPENSES	-	-	-	544,000
CAPITAL OUTLAY	-	-	-	3,000
OTHER	-	-	-	-
TOTAL	-	-	-	769,084

DUTIES AND FUNCTIONS

In 2004, when the population of the City of Kissimmee exceeded 50,000, Kissimmee became eligible to receive federal funds on an annual basis through the Community Development Block Grant (CDBG) program. This program is administered by the U.S. Department of Housing and Urban Development (HUD). The CDBG program's goal is to develop viable urban communities by assisting low to moderate income households through physical development programs to:

- provide decent housing
- provide a suitable living environment
- expand economic opportunities

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: DEVELOPMENT SERVICES

DIVISION: 2021 CDBG ENTITLEMENT GRANT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	-	-	-	222,084
OPERATING EXPENSES	-	-	-	544,000
CAPITAL OUTLAY	-	-	-	3,000
OTHER	-	-	-	-
TOTAL	-	-	-	769,084

ACCOUNT SUMMARY

SALARIES	-	-	-	144,778
OVERTIME	-	-	-	-
OTHER PAY	-	-	-	-
BENEFITS	-	-	-	77,306
PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	1,000
UTILITIES	-	-	-	1,032
AUTO MAINTENANCE	-	-	-	2,924
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	2,280
OTHER SUPPLIES	-	-	-	1,848
OTHER OPERATING COSTS	-	-	-	534,916
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-
CAPITAL OUTLAY	-	-	-	3,000
DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-
TOTAL	-	-	-	769,084

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: DEVELOPMENT SERVICES
DIVISION: 2021 CDBG ENTITLEMENT GRANT**

**ACCOUNT
1013-25-2510-515**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Community Development Program Coordinator	1	0	1	54,708
Code Enforcement Officer	1	0	1	43,791
* Grant Writer	0	0	0	2,868
Comm. Redevelopment and Housing Specialist	1	1	2	43,411

* Position is split 90/10% with General Fund/CDBG;
headcount in General Fund.

SALARY SUBTOTAL				144,778
OVERTIME				-
OTHER PAY				-
SALARY TOTAL				144,778
BENEFITS				77,306
TOTAL PERSONAL SERVICES	3	1	4	222,084

CAPITAL OUTLAY SCHEDULE

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

TOTAL	3,000	3,000
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

2021 STATE HOUSING INITIATIVE PARTNERSHIP (SHIP) GRANT FUND

In 2022, the City will be awarded \$500,503 by the Florida Housing Finance Corporation. These funds will be used to provide down payment assistance, foreclosure prevention, housing rehabilitation and rental security deposit assistance.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
State Grant	\$ -	\$ -	\$ -	\$ 500,503
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ -
Personal Services	\$ -	\$ -	\$ -	\$ 49,299
Professional Services	-	-	-	451,204
Operating Costs	-	-	-	-
TOTAL USES	\$ -	\$ -	\$ -	\$ 500,503

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

2021 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND

In 2022, the City will be awarded HOME funds in the amount of \$335,922 from the Department of Housing and Urban Development (HUD) passed through Osceola County. These funds will be used to provide non-amortized, low interest loans to developers for the acquisition and/or new construction or rehabilitation of affordable rental housing to low income families.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Federal Grant	\$ -	\$ -	\$ -	\$ 335,922
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ 335,922
Personal Services	\$ -	\$ -	\$ -	\$ 22,001
Professional Services	-	-	-	-
Operating Costs	-	-	-	313,921
TOTAL USES	\$ -	\$ -	\$ -	\$ 335,922

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

RECREATION IMPACT FUND

This fund was established to account for the impact fees collected for recreation improvements. Use of these funds is limited to the acquisition, development or capital improvement of neighborhood parks or recreation areas within the City.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Recreation Impact Fees	\$ 317,859	\$ 300,000	\$ 250,000	\$ 250,000
State Grant		-	-	-
Interest Earnings	15,946	10,000	6,342	5,000
Fund Balance Carryover	<u>1,572,012</u>	<u>1,553,457</u>	<u>1,544,264</u>	<u>724,904</u>
TOTAL SOURCES	\$ <u>1,905,817</u>	\$ <u>1,863,457</u>	\$ <u>1,800,606</u>	\$ <u>979,904</u>
Capital Outlay	\$ 166,556	\$ 1,075,702	\$ 1,075,702	\$ 250,000
Transfer to Other Funds	194,997	-	-	-
Restricted Reserves	<u>1,544,264</u>	<u>787,755</u>	<u>724,904</u>	<u>729,904</u>
TOTAL USES	\$ <u>1,905,817</u>	\$ <u>1,863,457</u>	\$ <u>1,800,606</u>	\$ <u>979,904</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

POLICE 2ND DOLLAR ASSESSMENT FUND

These funds flow to the City pursuant to ordinance No. 1287 enacted March 1985 and authorized by Florida Statutes 943.25 (13) which imposes a \$2.00 court cost against every person convicted of a municipal or county ordinance violation where said offense occurred within the City of Kissimmee. These funds are earmarked for police education and training.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Police Education Fines	\$ 14,596	\$ 16,000	\$ 19,000	\$ 18,000
Fund Balance Carryover	<u>19,054</u>	<u>16,504</u>	<u>19,547</u>	<u>13,142</u>
TOTAL SOURCES	\$ <u>33,650</u>	\$ <u>32,504</u>	\$ <u>38,547</u>	\$ <u>31,142</u>
Operating Costs	\$ 14,103	\$ 28,905	\$ 25,405	\$ 28,905
Unrestricted Reserves	<u>19,547</u>	<u>3,599</u>	<u>13,142</u>	<u>2,237</u>
TOTAL USES	\$ <u>33,650</u>	\$ <u>32,504</u>	\$ <u>38,547</u>	\$ <u>31,142</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

JUSTICE ASSISTANCE GRANT FUND

Beginning in 1997, the City began receiving grant funds through the United States Department of Justice. The name of this grant has subsequently been changed to the Edward Byrne Memorial Justice Assistance Grant (JAG). The City uses these funds to partially pay salaries and benefits for one Sergeant and two Police Officers.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Federal Grant	\$ -	\$ 31,446	\$ 31,446	\$ 27,369
Transfer from General Fund	290,984	270,246	270,701	260,635
Fund Balance Carryover	<u>4,537</u>	<u>-</u>	<u>(35,687)</u>	<u>-</u>
TOTAL SOURCES	\$ <u>295,521</u>	\$ <u>301,692</u>	\$ <u>266,460</u>	\$ <u>288,004</u>
Personal Services	\$ 331,208	\$ 301,692	\$ 266,460	\$ 288,004
Unrestricted Reserves	<u>-35,687</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>295,521</u>	\$ <u>301,692</u>	\$ <u>266,460</u>	\$ <u>288,004</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DEPARTMENT SUMMARY**

DEPARTMENT: POLICE

DIVISION: JUSTICE ASSISTANCE GRANT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	331,208	301,692	266,460	288,004
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	331,208	301,692	266,460	288,004

DUTIES AND FUNCTIONS

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

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
DIVISION SUMMARY**

DEPARTMENT: POLICE

DIVISION: JUSTICE ASSISTANCE GRANT

EXPENDITURE	ACTUAL 2020	ADJUSTED BUDGET 2021	ESTIMATE 2021	BUDGET 2022
PERSONAL SERVICES	331,208	301,692	266,460	288,004
OPERATING EXPENSES	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
OTHER	-	-	-	-
TOTAL	331,208	301,692	266,460	288,004

ACCOUNT SUMMARY

SALARIES	211,555	195,997	172,050	186,839
OVERTIME	-	-	-	-
OTHER PAY	17,667	-	-	-
BENEFITS	101,986	105,695	94,410	101,165

PROFESSIONAL SERVICES	-	-	-	-
TRAINING & TRAVEL	-	-	-	-
UTILITIES	-	-	-	-
AUTO MAINTENANCE	-	-	-	-
OTHER MAINTENANCE	-	-	-	-
GAS & OIL	-	-	-	-
OTHER SUPPLIES	-	-	-	-
OTHER OPERATING COSTS	-	-	-	-
CHARGES BY OTHER FUNDS	-	-	-	-
INSURANCE	-	-	-	-

CAPITAL OUTLAY

DEBT SERVICE	-	-	-	-
TRANSFER TO OTHER FUNDS	-	-	-	-
RESERVES	-	-	-	-

TOTAL	331,208	301,692	266,460	288,004
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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET
PERSONNEL SCHEDULE**

**DEPARTMENT: POLICE
DIVISION: JUSTICE ASSISTANCE GRANT**

**ACCOUNT
1250-30-3030-521**

POSITION TITLE	NUMBER OF POSITIONS			AMOUNT
	BUDGET	CHANGE	BUDGET	
	2021	2022	2022	
Sergeant	1	0	1	83,468
Police Officer	2	0	2	103,371

SALARY SUBTOTAL				186,839
OVERTIME				-
OTHER PAY				-
SALARY TOTAL				186,839
BENEFITS				101,165
TOTAL PERSONAL SERVICES	3	0	3	288,004

CAPITAL OUTLAY SCHEDULE

DESCRIPTION	TOTAL	COST ALLOCATION
	AMOUNT	THIS DIVISION
NONE		

TOTAL

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

STATE LAW ENFORCEMENT TRUST FUND

This fund was established to account for the proceeds from property confiscated in police enforcement activities pursuant to Florida Statute 932.701. The funds may not be used for normal operating needs but are to be used to defray the cost of protracted or complex investigations, provide additional technical equipment or expertise, provide matching funds for federal grants or other such appropriate law enforcement purposes as approved by the City Commission.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Forfeiture Proceeds	\$ 17,227	\$ -	\$ 15,000	\$ -
Interest Earnings	2,673	1,500	1,000	1,500
Miscellaneous Revenue	-	-	-	-
Fund Balance Carryover	<u>268,037</u>	<u>274,447</u>	<u>277,137</u>	<u>271,337</u>
TOTAL SOURCES	\$ <u>287,937</u>	\$ <u>275,947</u>	\$ <u>293,137</u>	\$ <u>272,837</u>
Operating Costs	\$ 10,800	\$ 31,800	\$ 21,800	\$ 21,800
Unrestricted Reserves	<u>277,137</u>	<u>244,147</u>	<u>271,337</u>	<u>251,037</u>
TOTAL USES	\$ <u>287,937</u>	\$ <u>275,947</u>	\$ <u>293,137</u>	\$ <u>272,837</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

FEDERAL LAW ENFORCEMENT TRUST FUND

This fund was established to account for the proceeds of equitable sharing obtained from joint municipal/federal investigations or municipal seizures of property where the underlying offense is a violation of federal law. These funds may not be used for normal law enforcement operating needs but are to be used for law enforcement activities associated with seizures/forfeitures, specific types of law enforcement training, law enforcement equipment and operations, and/or drug education and awareness training.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Forfeiture Proceeds	\$ 0	\$ -	\$ -	\$ -
Interest Earnings	453	500	300	500
Fund Balance Carryover	<u>45,772</u>	<u>46,362</u>	<u>46,225</u>	<u>46,525</u>
TOTAL SOURCES	\$ <u>46,225</u>	\$ <u>46,862</u>	\$ <u>46,525</u>	\$ <u>47,025</u>
Operating Costs	\$ -	\$ -	\$ -	\$ -
Unrestricted Reserves	<u>46,225</u>	<u>46,862</u>	<u>46,525</u>	<u>47,025</u>
TOTAL USES	\$ <u>46,225</u>	\$ <u>46,862</u>	\$ <u>46,525</u>	\$ <u>47,025</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHOOL CROSSING GUARD TRUST FUND

This fund was established to account for the proceeds from the surcharge imposed on parking fines. Pursuant to Florida Statute 318.21, this surcharge must be used solely for the purpose of funding a school crossing guard program.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Fines	\$ 4,255	\$ 3,600	\$ 5,500	\$ 3,600
Interest Earnings	125	50	-	50
Fund Balance Carryover	<u>28,640</u>	<u>-</u>	<u>17,551</u>	<u>-</u>
TOTAL SOURCES	\$ <u>33,020</u>	\$ <u>3,650</u>	\$ <u>23,051</u>	\$ <u>3,650</u>
Operating Costs	\$ -	\$ -	\$ -	\$ -
Transfer to Other Funds	15,469	3,650	23,051	3,650
Unrestricted Reserves	<u>17,551</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL USES	\$ <u>33,020</u>	\$ <u>3,650</u>	\$ <u>23,051</u>	\$ <u>3,650</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

TREASURY FORFEITURE FUND

This fund was established to account for the proceeds of equitable sharing obtained from joint municipal/federal investigations where the underlying offense is a violation of federal law. More specifically, the proceeds received represent seized or forfeited properties that are the result of IRS investigations. These funds may not be used for normal law enforcement operating needs but are to be used only for law enforcement purposes and activities associated with enhancing future seizures or forfeitures, providing specific types of law enforcement training, law enforcement equipment and operations, and/or drug education and awareness training.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Forfeiture Proceeds	\$ 4,891	\$ -	\$ 1,500	\$ -
Interest Earnings	2,101	1,500	300	500
Fund Balance Carryover	<u>277,421</u>	<u>83,423</u>	<u>88,009</u>	<u>78,934</u>
TOTAL SOURCES	\$ <u>284,413</u>	\$ <u>84,923</u>	\$ <u>89,809</u>	\$ <u>79,434</u>
Operating Costs	\$ 101,346	\$ 10,875	\$ 10,875	\$ -
Capital Outlay	95,058	-	-	-
Unrestricted Reserves	<u>88,009</u>	<u>74,048</u>	<u>78,934</u>	<u>79,434</u>
TOTAL USES	\$ <u>284,413</u>	\$ <u>84,923</u>	\$ <u>89,809</u>	\$ <u>79,434</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

CHARTER SCHOOL FUND

This fund was established to account for the full time equivalent (FTE) funds that are received from the Osceola County School District on a biweekly basis to operate the Kissimmee Charter Academy. These funds, less an amount sufficient to pay debt service on the bonds issued to construct the school, are immediately remitted to Imagine Schools, the management company that operates the charter school on a daily basis. The amount retained for debt service is transferred to a debt service fund; payments on the debt are made semi-annually.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Intergovernmental				
Revenue	\$ 5,750,531	\$ 5,600,000	\$ 5,800,000	\$ 5,800,000
Interest Earnings	32,775	40,000	11,000	15,000
Fund Balance Carryover	<u>2,931,891</u>	<u>2,982,891</u>	<u>3,036,919</u>	<u>2,721,419</u>
TOTAL SOURCES	\$ <u>8,715,197</u>	\$ <u>8,622,891</u>	\$ <u>8,847,919</u>	\$ <u>8,536,419</u>
Professional Services	\$ 5,035,278	\$ 5,000,000	\$ 5,200,000	\$ 5,300,000
Other Operating Costs	-	2,500	2,500	2,500
Capital Outlay	-	278,000	278,000	-
Transfers to Other Funds	643,000	646,000	646,000	637,250
Unrestricted Reserves	<u>3,036,919</u>	<u>2,696,391</u>	<u>2,721,419</u>	<u>2,596,669</u>
TOTAL USES	\$ <u>8,715,197</u>	\$ <u>8,622,891</u>	\$ <u>8,847,919</u>	\$ <u>8,536,419</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

UTILITY TAX FUND

City Code Section 26-16 imposes the 8% utility tax on sales of electricity, water, metered or bottled gas, and telecommunication services within the City limits. In October 1995, the rate on telephone services was changed to 7% of intrastate tolls and recurring charges on cellular/mobile telephone or other telecommunication services. Monies are typically transferred to and used for General Fund purposes.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Utility Tax Revenue:				
Electric	\$ 4,496,222	\$ 4,760,000	\$ 4,643,000	\$ 4,760,000
Telephone	1,859,239	1,825,000	1,800,000	1,825,000
Water	584,943	595,000	577,000	595,000
Natural Gas	99,610	105,000	100,000	105,000
Propane Gas	101,390	120,000	110,000	120,000
Fund Balance Carryover	<u>565,845</u>	<u>535,845</u>	<u>603,964</u>	<u>588,964</u>
TOTAL SOURCES	\$ <u>7,707,249</u>	\$ <u>7,940,845</u>	\$ <u>7,833,964</u>	\$ <u>7,993,964</u>
Bad Debt Expense	\$ (26,622)	\$ 30,000	\$ 15,000	\$ 30,000
Transfer to General Fund	7,129,907	7,405,000	7,230,000	7,405,000
Unrestricted Reserves	<u>603,964</u>	<u>505,845</u>	<u>588,964</u>	<u>558,964</u>
TOTAL USES	\$ <u>7,707,249</u>	\$ <u>7,940,845</u>	\$ <u>7,833,964</u>	\$ <u>7,993,964</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

LOCAL OPTION SALES TAX BONDS FUND

In December 2005, a \$10,000,000 bank note was issued to fund the relocation of Fire Station 11 as well as various drainage and road improvement projects. An additional \$9,500,000 bank note was issued in February 2009 to fund improvements at the lakefront. In FY 2010, the \$10,000,000 bank note was refinanced to take advantage of interest savings. In FY 2011, the \$9,500,000 bank note was converted to a fixed rate note. In FY 2011, an additional note for \$8,000,000 was issued to provide further funding for the lakefront development project. Finally, in FY 2014, an additional note for \$9,600,000 was issued to provide funding for certain roadway improvements and improvements to the lakefront park. For all issues, transfers are made from the Local Option Sales Tax Fund to cover the annual debt service payments.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Transfer from Local Option Sales Tax Fund	\$ <u>3,081,067</u>	\$ <u>3,062,086</u>	\$ <u>3,062,086</u>	\$ <u>3,085,858</u>
TOTAL SOURCES	\$ <u><u>3,081,067</u></u>	\$ <u><u>3,062,086</u></u>	\$ <u><u>3,062,086</u></u>	\$ <u><u>3,085,858</u></u>
Debt Service - Due 10/1	\$ 2,485,000	\$ 2,580,000	\$ 2,580,000	\$ 2,675,000
Debt Service - Current	<u>596,067</u>	<u>482,086</u>	<u>482,086</u>	<u>410,858</u>
TOTAL USES	\$ <u><u>3,081,067</u></u>	\$ <u><u>3,062,086</u></u>	\$ <u><u>3,062,086</u></u>	\$ <u><u>3,085,858</u></u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

FMHA BONDS FUND

This fund was established to account for the payment of debt service on the following bonds:

1980 Excise Tax Revenue Bonds \$265,000
1981 Excise Tax Revenue Bonds \$500,000

Proceeds from the bonds were used for Fire Station 12 and for City Hall expansion, respectively. Occupational licenses are pledged for debt service on these bonds. From collections of occupational license revenues, a transfer from the General Fund is made to cover annual debt service requirements. The final payment for the Series 1981 bonds was made in fiscal year 2019 and the final payment on the Series 1982 bonds will be made in fiscal year 2022.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Transfer from General Fund	\$ 28,950	\$ 29,100	\$ 29,100	\$ 28,980
Fund Balance Carryover	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>
TOTAL SOURCES	\$ <u>70,824</u>	\$ <u>70,974</u>	\$ <u>70,974</u>	\$ <u>70,854</u>
Debt Service	\$ 28,950	\$ 29,100	\$ 29,100	\$ 28,980
Restricted Reserves	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>	<u>41,874</u>
TOTAL USES	\$ <u>70,824</u>	\$ <u>70,974</u>	\$ <u>70,974</u>	\$ <u>70,854</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

LOCAL OPTION GAS TAX NOTES FUND

In December 2006, the City issued Revenue Notes of \$9,000,000 to fund the construction of various road improvements throughout the City. In November 2010, the City issued additional Revenue Notes of \$4,000,000 to fund further road improvements. In February 2016, the 2006 note was refunded with the Series 2016 Bonds. For all issues, transfers are made from the Local Option Gas Tax Fund to cover the annual debt service payments.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Transfer from Local Option Gas Tax Fund	\$ <u>279,109</u>	\$ <u>278,596</u>	\$ <u>278,596</u>	\$ <u>282,946</u>
TOTAL SOURCES	\$ <u><u>279,109</u></u>	\$ <u><u>278,596</u></u>	\$ <u><u>278,596</u></u>	\$ <u><u>282,946</u></u>
Debt Service - Due 10/1	\$ 242,054	\$ 244,298	\$ 244,298	\$ 251,473
Debt Service - Current	<u>37,055</u>	<u>34,298</u>	<u>34,298</u>	<u>31,473</u>
TOTAL USES	\$ <u><u>279,109</u></u>	\$ <u><u>278,596</u></u>	\$ <u><u>278,596</u></u>	\$ <u><u>282,946</u></u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

COMMUNITY REDEVELOPMENT NOTES FUND

In March 2004, the City issued a Redevelopment Trust Fund Revenue Note of \$6,000,000 to fund the construction of various improvements throughout the Community Redevelopment Agency's area of responsibility. In 2015, the 2004 Note was refunded by the Series 2015B Note. Transfers are made from the Community Redevelopment Fund to cover the annual debt service payments.

<u>ACCOUNT</u>	<u>ACTUAL FY 2020</u>	<u>ADJUSTED BUDGET FY 2021</u>	<u>ESTIMATE FY 2021</u>	<u>BUDGET FY 2022</u>
Transfer from Community Redevelopment Fund	\$ <u>282,110</u>	\$ <u>281,630</u>	\$ <u>281,630</u>	\$ <u>281,010</u>
TOTAL SOURCES	\$ <u><u>282,110</u></u>	\$ <u><u>281,630</u></u>	\$ <u><u>281,630</u></u>	\$ <u><u>281,010</u></u>
Debt Service - Due 10/1	\$ 238,555	\$ 240,815	\$ 240,815	\$ 243,005
Debt Service - Current	<u>43,555</u>	<u>40,815</u>	<u>40,815</u>	<u>38,005</u>
TOTAL USES	\$ <u><u>282,110</u></u>	\$ <u><u>281,630</u></u>	\$ <u><u>281,630</u></u>	\$ <u><u>281,010</u></u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SERIES 2016 BONDS FUND

In February 2016, the City issued Revenue Bonds of \$42,930,000 to fund the construction of various projects throughout the City and to refund the Series 2006 Note and the Charter School Note. Annual debt service payments are being paid for via a transfer from the funds listed below.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Transfer from Community Redevelopment Fund	\$ 238,781	\$ 238,753	\$ 238,753	\$ 238,298
Transfer from Local Option Gas Tax Fund	612,100	613,500	613,500	609,250
Transfer from Local Option Sales Tax Fund	1,023,349	1,023,228	1,023,228	1,021,279
Transfer from Mobility Fee Fund	443,451	443,399	443,399	442,554
Transfer from General Fund	643,000	646,000	646,000	637,250
Fund Balance Carryover	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>
TOTAL SOURCES	\$ <u>2,978,110</u>	\$ <u>2,982,309</u>	\$ <u>2,982,309</u>	\$ <u>2,966,060</u>
Debt Service - Due 10/1	\$ 2,115,341	\$ 2,144,940	\$ 2,144,940	\$ 2,161,816
Debt Service - Current	845,340	819,940	819,940	786,815
Restricted Reserves	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>	<u>17,429</u>
TOTAL USES	\$ <u>2,978,110</u>	\$ <u>2,982,309</u>	\$ <u>2,982,309</u>	\$ <u>2,966,060</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SERIES 2017 AND 2018 LINES OF CREDIT FUND

In the fall of 2017, the City opened a line of credit with the Florida Local Government Finance Program for \$10,950,000 to fund the acquisition of various parcels of land throughout the City. Transfers are made from the Downtown Community Redevelopment Fund and the Local Option Sales Tax Fund to cover the annual debt service payments. In January 2019, the City increased the line of credit by another \$5,400,000 to fund road improvements, the Police Firearms Range as well as parking and trail improvements. This resulted in increases to the transfer

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Transfer from Local Option Sales Tax Fund	\$ 217,521	\$ 277,200	\$ 277,180	\$ 320,000
Transfer from Local Option Gas Tax Fund	19,775	25,200	26,086	30,000
Transfer from Community Redevelopment Fund	<u>92,282</u>	<u>117,600</u>	<u>106,560</u>	<u>150,000</u>
TOTAL SOURCES	\$ <u>329,578</u>	\$ <u>420,000</u>	\$ <u>409,826</u>	\$ <u>500,000</u>
 Debt Service	 \$ <u>329,578</u>	 \$ <u>420,000</u>	 \$ <u>409,826</u>	 \$ <u>500,000</u>
TOTAL USES	\$ <u>329,578</u>	\$ <u>420,000</u>	\$ <u>409,826</u>	\$ <u>500,000</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

LIABILITY/WORKERS COMPENSATION SELF INSURANCE FUND

This fund was established to account for all insurance costs of the City. The City maintains the balance considered necessary and funds certain safety program expenditures in addition to insurance premiums and claims. This fund also pays the General Fund for personnel costs allocated to this activity.

ACCOUNT	ACTUAL FY 2019	ADJUSTED BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
Cost Allocations:				
General Fund	\$ 1,995,789	\$ 2,084,345	\$ 2,063,297	\$ 2,104,969
Central Services	160,741	173,096	171,369	174,287
Airport	30,383	31,206	31,261	32,799
Stormwater Utility	191,016	193,485	194,303	190,499
Solid Waste	163,152	170,093	170,093	171,937
Local Option Gas Tax	40,609	41,700	41,714	44,001
Building	28,873	38,802	40,654	44,969
Community Development				
Block Grant	1,232	1,261	1,280	1,444
Other Funds	8,580	8,958	8,428	8,034
Interest Earnings	53,211	60,000	16,000	20,000
Recoveries	605,639	200,000	200,000	200,000
Miscellaneous Revenue	-	-	-	-
Fund Balance Carryover	<u>2,699,540</u>	<u>2,610,922</u>	<u>2,488,496</u>	<u>2,170,245</u>
TOTAL SOURCES	\$ <u>5,978,765</u>	\$ <u>5,613,868</u>	\$ <u>5,426,895</u>	\$ <u>5,163,184</u>
Charges by Other				
Funds	\$ 198,128	\$ 209,213	\$ 209,213	\$ 216,186
Operating Cost	234,152	281,367	293,215	245,210
Capital Outlay	237,121	-	12,505	2,400
Workers Comp Premium	15,270	25,000	25,000	25,000
Workers Comp Claims	718,182	750,000	500,000	750,000
General & Auto Premium	1,299,347	1,466,717	1,466,717	1,636,212
Liability Claims	788,069	750,000	750,000	750,000
Unrestricted Reserves	<u>2,488,496</u>	<u>2,131,471</u>	<u>2,170,245</u>	<u>1,538,176</u>
TOTAL USES	\$ <u>5,978,765</u>	\$ <u>5,613,768</u>	\$ <u>5,426,895</u>	\$ <u>5,163,184</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

HEALTH SELF INSURANCE FUND

This fund was established to account for all health insurance costs of the City. The City maintains the balance considered necessary and funds the administrative expenditures associated with the program as well as the claims.

ACCOUNT	ACTUAL FY 2020	ADJUSTED BUDGET FY 2021	ESTIMATE FY 2021	BUDGET FY 2022
Cost Allocations:				
General Fund	\$ 5,880,677	\$ 6,686,160	\$ 7,254,848	\$ 7,256,823
Central Services	476,810	514,320	572,955	572,333
Airport	80,840	102,864	111,807	111,823
Stormwater Utility	403,945	475,746	499,325	479,741
Sanitation	316,133	372,882	401,916	397,118
Local Option Gas Tax	137,416	167,154	196,109	179,466
Building	245,775	257,160	286,635	286,737
Community Development				
Block Grant	21,780	25,716	25,835	41,864
Other Funds	49,071	38,574	45,502	56,617
Dependent Coverage	848,288	850,000	881,345	960,000
Interest Earnings				
Retiree/COBRA				
Contributions	293,989	325,000	235,000	250,000
Miscellaneous Revenue	363	100,000	-	-
Transfer from General Fund	1,100,000	-	-	-
Fund Balance Carryover	(456,728)	(200,663)	20,469	917,187
TOTAL SOURCES	\$ 9,398,359	\$ 9,714,913	\$ 10,531,746	\$ 11,509,709
Professional Services	\$ 1,697,941	\$ 1,975,568	\$ 1,975,397	\$ 2,335,363
Other Operating Costs	73,381	83,684	82,600	88,200
Health Claims	7,606,568	7,500,000	7,548,762	8,200,000
Capital Outlay	-	7,800	7,800	-
Unrestricted Reserves	20,469	147,861	917,187	886,146
TOTAL USES	\$ 9,398,359	\$ 9,714,913	\$ 10,531,746	\$ 11,509,709

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 1
CITY OF KISSIMMEE OBJECT CODES

<u>OBJECT CODE</u>	<u>SUMMARY TITLE/OBJECT DESCRIPTION</u>	<u>OBJECT CODE</u>	<u>SUMMARY TITLE/OBJECT DESCRIPTION</u>
	SALARIES/OTHER PAYS:		CONTINUED, OTHER SUPPLIES:
5001111	Executive Salaries	5005255	Tools and Equipment
5001212	Regular Salaries and Wages	5005257	Uniforms
5001414	Overtime	5005261	Special Functions
5001517	Special Pay	5005353	Road Materials and Supplies
		5005454	Books and Publications
	BENEFITS:	5005455	Dues, Subscriptions and Memberships
5002121	FICA Taxes		
5002222	Retirement Contributions		OTHER OPERATING COST:
5002323	Life and Health Insurance	5004444	Rentals and Leases
5002424	Workers Compensation	5004901	Advertising
5002525	Unemployment Compensation	5004902	Recruitment
5002626	Other Postemployment Benefits	5004903	Copier Costs
		5004911	Safety/Wellness Program
	PROFESSIONAL SERVICES:	5004917	Garage/Gas Inventory Write-off
5003131	Professional Services	5004918	General Inventory Write-off
5003232	Accounting and Auditing	5004998	Traffic Inventory Write-off
5003434	Other Contract Services	5004999	Bad Debt Expense
5003435	Other Services - Custodial	5005959	Depreciation
5003436	Other Services - Customer Billing	5008181	Aid to Government Agencies
		5008282	Aid to Private Organizations
	TRAINING AND TRAVEL:	5008382	General Employee Assistance
5004041	Travel and Per Diem		
5005555	Training	5005259	FUEL
	UTILITIES:		CHARGES BY OTHER FUNDS:
5004141	Communication Services	5004905	General Fund Admin Cost
5004343	Electric	5004906	Warehouse Charges
5004344	Water and Sewer	5004907	Facilities Maintenance Charges
5004345	Stormwater Fees	5004908	Information Technology Charges
5004347	Solid Waste Disposal Fees		
		5004904	INDIRECT COSTS
	INSURANCE:		CAPITAL OUTLAYS:
5004545	General Insurance	5006191	Land or Easements
5004546	Workers Compensation Claims	5006292	Buildings
5004547	Liability Claims	5006393	Infrastructure/Other Improvements
5004549	Health Claims	5006494	Machinery and Equipment-Equipment
		5006495	Machinery and Equipment-Vehicles
	OTHER MAINTENANCE:		DEBT SERVICE:
5004645	Vehicle Parts	5007171	Principal
5004646	Building and Grounds Maintenance	5007272	Interest
5004647	Other Equipment Maintenance	5007373	Other Debt Service Costs
5004648	Radio Maintenance		
5004649	VEHICLE MAINTENANCE		
		5009171	TRANSFERS TO OTHER FUNDS
	OTHER SUPPLIES:		RESERVES:
5004242	Postage	5009275	Contingency Reserves
5004747	Printing	5009276	Capital Outlay Reserves
5005151	Office Supplies	5009277	Debt Service Reserves
5005252	Operating Supplies	5009278	Operating Cost Reserves
5005253	Cleaning Supplies		
5005254	Chemical Supplies		

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES**

<u>DEPARTMENT</u>	<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>GENERAL FUND</u>			
City Commission	City Commission	Commission Retreat Facilitator	25,000
		Lobbyists	150,000
		Total City Commission/City Commission	175,000
City Commission	Social Services	Miscellaneous Event Expenses	3,000
		Total City Commission/Social Services	3,000
		Total City Commission	178,000
City Manager	City Manager	Public Meeting and Hearing Security Screening	10,000
		Total City Manager/City Manager	10,000
City Manager	City Clerk	Geographical Information System Data	50
		Corrective Mortgage Deeds/Recording Fees	1,000
		Development Services/Code Enforcement	1,500
		Recording Fees	2,850
		Onsite Records Disposal	3,000
		Deed Recording	3,540
		Document Preservation	7,000
		Document Remediation	10,000
		Envelopes for DocuSign Electronic Signature	10,000
		Total City Manager/City Clerk	38,940
City Manager	Communications and Public Affairs	Video Translation Services	1,000
		Video Voice-Over	1,500
		Closed Captioning Services	3,000
		American Sign Language Services	4,000
		Miscellaneous Services	10,000
		Total City Manager/Communications and Public Affairs	19,500
City Manager	Economic Development	Marketing Material Production	500
		Prospera	10,000
		Annexation Outreach Efforts	25,000
		Small Business Development Center	30,000
		Economic Development Incentive Funds	100,000
		University of Central Florida Incubator	150,000
		Total City Manager/Economic Development	315,500
		Total City Manager	383,940

CITY OF KISSIMMEE
2022 ANNUAL BUDGET

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

DEPARTMENT	DIVISION	DESCRIPTION	AMOUNT
City Attorney	City Attorney	Bankruptcy Filings	200
		Recording Fees	500
		Court Filing Fees	600
		Court Subpoena Service Fees	810
		Title and Closing Fees	2,000
		Court Deposition Fees	3,000
		Private Investigator	5,000
		Mediator Fees	11,600
		Appraisals	12,490
		Retained Counsel	229,800
		Total City Attorney/City Attorney	266,000
City Attorney	Municipal Court Clerk	Transcription Services	1,000
		Hearing Officer Fees	5,000
		Total City Attorney/Municipal Court Clerk	6,000
		Total City Attorney	272,000
Finance	Finance	CAFR Online	2,500
		Bond Disclosure Compliance Fees	3,000
		Armored Car Service	6,000
		eCivis	10,000
		Actuarial Services	12,000
		Account Analysis Fees	20,000
		General Consultants	25,000
		Redlight Camera Credit Card Fees	50,000
		Credit Card Fees	50,000
		Audit and CAFR Preparation	84,612
		Total Finance	263,112
Development Services	Planning	Title Searches	1,200
		Mailing Services	2,000
		HOME services	10,000
		Code Enforcement Board Attorney	19,200
		Demolition of Unsafe or Blighted Structures	30,000
		CDBG Services	73,000
		General Planning and Transportation Consulting	100,000
		Kissimmee Main Street	115,000
		Transit Circulator Contract	197,129
		Total Development Services	547,529
Police	Office of the Police Chief	Translation Services	3,200
		Total Police/Office of the Police Chief	3,200
Police	Support Services	Contested Parking Ticket Filing Fees	1,000
		Paper Shredding	3,100
		Disposal of Firing Range Hazardous Waste	3,500
		Disposal of Narcotics/Biological Hazardous Waste	4,000
		Firearms Training Facility Lead Removal	12,000
		Firearms Training Facility Decontamination	30,000
		Latent Print Services	60,000
		False Alarm Billing Services	100,000
		Total Police/Support Services	213,600

CITY OF KISSIMMEE
2022 ANNUAL BUDGET

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

DEPARTMENT	DIVISION	DESCRIPTION	AMOUNT
Police	Patrol	K9 Kennel Care	1,120
		Veterinary Insurance	2,200
		Canine Maintenance	5,000
		Total Police/Patrol	8,320
Police	Criminal Investigations	K9 Kennel Care	560
		Veterinary Insurance	1,100
		Forfeiture Proceeding Court Fees	1,500
		Court Certified Transcriptions	1,600
		Towing and Storage Fees	2,500
		Canine Maintenance	2,500
		Phone Tolls/Bank Records/Undercover Operations	2,500
		Professional Remote Composites	4,000
		Nurse Examiners	7,500
		DNA testing	8,500
		Total Police/Criminal Investigations	32,260
Police	Special Operations	Towing and Storage Fees	1,000
		Annual Physical Examinations	1,650
		Confidential Funds	10,000
		Crossing Guard Management Services	562,302
		Total Police/Special Operations	574,952
		Total Police	832,332
Fire	Administration	Pre-Employment Examinations	3,750
		Respiratory Physicals	6,254
		Medical Director Contract	35,000
		Ambulance Billing Service	225,000
		Medicaid Payment	277,880
		Total Fire	547,884
Public Works	Engineering	Appraisal Services	2,500
		Surveys for Special Projects	15,000
		Traffic Review Projects	20,000
		Engineering Design Fees	25,000
		Total Public Works/Engineering	62,500
Public Works	Street Maintenance	Miscellaneous Contract Services	2,400
		Railroad Crossing Contract	12,600
		Mowing Contract	382,185
		Total Public Works/Street Maintenance	397,185
Public Works	Traffic Engineering	Best Foot Forward Program	5,000
		Contracted Traffic Counts/Studies	7,000
		Beacon Maintenance	17,598
		Emergency Signal Services	55,000
		Signal Maintenance	87,142
		Redlight Camera Fees	965,940
		Total Public Works/Traffic Engineering	1,137,680
		Total Public Works	1,597,365

CITY OF KISSIMMEE
2022 ANNUAL BUDGET

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

DEPARTMENT	DIVISION	DESCRIPTION	AMOUNT
Parks and Recreation	Parks	Lancaster Ranch Property Taxes	3,400
		Grant Application Fees	5,000
		Total Parks and Recreation/Parks	8,400
Parks and Recreation	Aquatic Center	Event Entertainment	600
		Pool Permit	975
		Miscellaneous Aquatic Classes	1,500
		Lifeguard Certification Fees	9,840
		Chemical Delivery Contract	31,500
		Total Parks and Recreation/Aquatic Center	44,415
Parks and Recreation	Recreation	Athletic Camps	1,300
		Food Service	3,300
		Marydia Janitorial/Custodial	3,950
		Day Camp Program Trips	6,320
		Special Programs	10,824
		Camp Infinity	12,000
		Teen Extreme Program	27,386
		Recreation Programs	31,012
		Youth and Adult Sports	49,061
		Oak Street Park Camp Discovery	78,382
		Total Parks and Recreation/Recreation	223,535
Parks and Recreation	Events & Venues	Fishing Festival Craft Beer	3,300
		Miscellaneous Catering	3,600
		Face Painters	4,500
		Night of Music	5,000
		Fandom	8,000
		Pridefest	10,000
		Kowtown	13,000
		Fishing Festival	13,000
		Martin Luther King, Jr. Event	15,250
		Festival of Lights Parade	17,250
		General Labor Services	20,000
		July 4th Fireworks	30,000
		July 4th Entertainment and Production	63,000
		Total Parks and Recreation/Events & Venues	205,900
		Total Parks and Recreation	482,250
Human Resources and Risk Management	Human Resources	Pension and Actuarial Studies	3,000
		Labor Attorney	20,000
		Classification Study	24,500
		Total Human Resources and Risk Management	47,500
		Total General Fund	5,151,912

CITY OF KISSIMMEE
2022 ANNUAL BUDGET

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

DEPARTMENT	DIVISION	DESCRIPTION	AMOUNT
<u>STORMWATER UTILITY FUND</u>			
Public Works	Engineering	Water Quality Reporting	3,000
		Annual Audit Fees	3,514
		Diving Services	4,000
		FEMA Flood Insurance Rate Map Revision	25,000
		Nutrient Data Analysis	25,000
		Water Quality Lab Sampling	31,000
		Data Storage Management	33,000
		Community Rating System Assistance	40,000
		Master Stormwater Model	210,000
		Stormwater Monitoring Services	220,000
		Total Stormwater Utility/Engineering	594,514
Public Works	Operations	Pond Cleaning Service	65,000
		Customer Billing Services	253,542
		Total Stormwater Utility/Operations	318,542
		Total Stormwater Utility Fund	913,056
<u>SOLID WASTE FUND</u>			
Public Works	Solid Waste	Annual Audit Fees	3,678
		General Consulting Services	40,000
		Customer Billing Services	145,518
		Total Solid Waste Fund	189,196
<u>AIRPORT FUND</u>			
Airport	Operations	Audit Fees	596
		Appraisals	2,500
		Surveying Services	4,800
		Legal Services	5,000
		General Consultant Fees	7,000
		Total Airport Fund	19,896
<u>CENTRAL SERVICES FUND</u>			
Information Technology	Information Technology	Microsoft/Cisco Technical Support	2,000
		Cisco Call Manager/Unity Upgrade	4,000
		Central Square Support Services	8,000
		Voice Over Internet Protocol Software Upgrade	25,000
		Total Information Technology/Information Technology	39,000
Public Works	Fleet Maintenance	Financial Software Integration	16,500
		Vehicle Parts Contract	215,000
		Total Public Works/Fleet Maintenance	231,500

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES**

DEPARTMENT	DIVISION	DESCRIPTION	AMOUNT
Public Works	Facilities Maintenance	Work Order System	5,780
		HVAC Contract Services	55,000
		Janitorial Service	218,000
		Alarm Security Monitoring Services	237,246
		Total Public Works/Facilities Maintenance	516,026
Total Central Services Fund			786,526
LOCAL OPTION GAS TAX FUND			
Public Works	Engineering	General Consultants	65,000
		Total Local Option Gas Tax/Engineering	65,000
Total Local Option Gas Tax Fund			65,000
BUILDING FUND			
Development Services	Building	Fire Prevention Agreement	480
		Building Inspector Services and Plan Review	100,000
Total Building Fund			100,480
VINE STREET COMMUNITY REDEVELOPMENT FUND			
Development Services	Community Redevelopment	Miscellaneous Contract Services	5,000
		Miscellaneous Professional Services	10,000
Total Vine Street Community Redevelopment Fund			15,000
DOWNTOWN COMMUNITY REDEVELOPMENT FUND			
Development Services	Community Redevelopment	Real Estate Agent Commission	2,500
		Architectural Services	2,500
		Surveying and Engineering Services	2,500
		Various Consultant Services	30,000
Total Downtown Community Redevelopment Fund			37,500

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 2
ANALYSIS OF PROFESSIONAL SERVICES

<u>DEPARTMENT</u>	<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>2020 HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) GRANT FUND</u>			
Development Services	2020 HOME Program	Miscellaneous Technical Assistance	60,000
		Total 2020 Home Investment Partnerships Program (HOME) Grant Fund	<u>60,000</u>
<u>CHARTER SCHOOL FUND</u>			
City Manager	Charter School	Board Minute Contract Services	2,500
		School Management Services	5,000,000
		Total Charter School Fund	<u>5,002,500</u>
<u>LIABILITY/WORKERS COMPENSATION SELF INSURANCE FUND</u>			
Human Resources and Risk Management	Risk Management	Commercial Drivers License Random Drug Testing	5,000
		Hazardous Materials Cleanup	5,000
		Exposure Hot Line	5,000
		Hepatitis B Shots/Draws	10,000
		Total Liability/Workers Comp Self Insurance Fund	<u>25,000</u>
<u>HEALTH SELF INSURANCE FUND</u>			
Human Resources and Risk Management	Risk Management	Miscellaneous	475
		Waste Disposal Services	1,236
		Fire Cancer Presumption Policy	17,000
		Clinic Contract Fees	168,000
		Onsite Medical Staff	590,190
		Administrative Service Fees	1,558,462
		Total Health Self Insurance Fund	<u>2,335,363</u>
TOTAL CITY OF KISSIMMEE			<u>14,701,429</u>

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
<u>GENERAL FUND</u>					
City Manager					
	Citywide Camera Expansion (6)	x		24,000	0001-10-1010-512-5006393
	Citywide Camera Replacement (25)		x	100,000	0001-10-1010-512-5006393
	Subtotal			124,000	
Communications & Public Affairs					
	Wireless Focus for EVA Cameras	x		1,500	0001-10-1040-512-5006494
	Performance Workstation	x		1,800	0001-10-1040-512-5006494
	Hive Light for Light Package	x		2,400	0001-10-1040-512-5006494
	500mm Zoom Lens		x	2,500	0001-10-1040-512-5006494
	Camera Tripod		x	3,500	0001-10-1040-512-5006494
	Performance Workstation		x	5,000	0001-10-1040-512-5006494
	Access Osceola Renovation	x		15,000	0001-10-1040-512-5006494
	Subtotal			31,700	
	Total City Manager			155,700	
Finance					
	Personal Computer (2)		x	3,000	0001-20-2010-513-5006494
	Network Laser Printer		x	3,500	0001-20-2010-513-5006494
	Total Finance			6,500	
Development Services - Planning					
	Personal Computer		x	1,500	0001-25-2510-515-5006494
	Tablet Computer		x	1,700	0001-25-2510-515-5006494
	Total Development Services			3,200	
Police - Office of the Police Chief					
	SWAT Entry Vest (11)		x	34,100	0001-30-3010-521-5006393
	Subtotal			34,100	
Police - Support Services					
	Personal Computer	x		1,500	0001-30-3020-521-5006494
	Conducted Electronic Weapon (4)	x		7,600	0001-30-3020-521-5006494
	Mobile Digital Computer (3)	x		16,800	0001-30-3020-521-5006494
	Portable Radio (4)	x		18,000	0001-30-3020-521-5006494
	Copy Machine (4)	x		19,200	0001-30-3020-521-5006494
	Personal Computer (24)		x	40,800	0001-30-3020-521-5006494
	Portable Radio (10)		x	45,000	0001-30-3020-521-5006494
	Laptop Computer (27)		x	70,200	0001-30-3020-521-5006494
	Vehicle (4)	x		139,000	0001-30-3020-521-5006495
	Mobile Digital Computer (35)		x	196,000	0001-30-3020-521-5006494
	Vehicle (9)		x	380,500	0001-30-3020-521-5006495
	Subtotal			934,600	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS**

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
	Police - Special Operations				
	Hand Held Traffic Laser (3)	x		7,100	0001-30-3060-521-5006494
	Radar Sign (2)	x		9,600	0001-30-3060-521-5006494
	Variable Message Sign	x		17,000	0001-30-3060-521-5006494
	Variable Message Sign		x	17,000	0001-30-3060-521-5006494
	Subtotal			<u>50,700</u>	
	Total Police			<u>1,019,400</u>	
	Fire - Administration				
	Tablet Computer		x	1,200	0001-35-3510-522-5006494
	Laptop Computer	x		1,700	0001-35-3510-522-5006494
	Storage Container	x		2,300	0001-35-3510-522-5006494
	Personal Computer (2)		x	3,000	0001-35-3510-522-5006494
	Laptop Computer (2)		x	3,400	0001-35-3510-522-5006494
	Portable Radio (2)		x	8,400	0001-35-3510-522-5006494
	Temperature Gauge		x	9,800	0001-35-3510-522-5006494
	Portable Radio (2)		x	13,200	0001-35-3510-522-5006494
	1/2 Ton Pick-up Truck		x	32,000	0001-35-3510-522-5006495
	Subtotal			<u>75,000</u>	
	Fire - Operations				
	Portable Radio Multi-Unit Charger		x	1,100	0001-35-3520-522-5006494
	Portable Radio Vehicle Adapter		x	1,200	0001-35-3520-522-5006494
	Radiological Detector		x	1,300	0001-35-3520-522-5006494
	Rotary Saw		x	1,800	0001-35-3520-522-5006494
	Chain Vent Saw		x	1,900	0001-35-3520-522-5006494
	Piston Intake Valve		x	1,900	0001-35-3520-522-5006494
	Hydraulic Forcible Entry Tool		x	2,000	0001-35-3520-522-5006494
	Exothermic Torch	x		2,300	0001-35-3520-522-5006494
	Tablet Computer (2)		x	2,400	0001-35-3520-522-5006494
	Portable LED Scene Lighting (2)		x	3,100	0001-35-3520-522-5006494
	Horizontal Fire Sled	x		3,500	0001-35-3520-522-5006494
	Thermal Imager		x	3,900	0001-35-3520-522-5006494
	Firefighting Ventilation Fan		x	4,200	0001-35-3520-522-5006494
	Confined Space Air Cart		x	5,000	0001-35-3520-522-5006494
	Artificial High Directional	x		5,500	0001-35-3520-522-5006494
	Machine Rescue Kit	x		5,800	0001-35-3520-522-5006494
	Stair Chair (2)		x	6,400	0001-35-3520-522-5006494
	Wireless Headset	x		7,000	0001-35-3520-522-5006494
	Personal Computer (5)		x	7,500	0001-35-3520-522-5006494
	Fire Hose and Appliance		x	8,000	0001-35-3520-522-5006393
	Strut Waler System	x		8,800	0001-35-3520-522-5006494
	Commercial Stove		x	9,200	0001-35-3520-522-5006494
	Commercial Washer/Extractor		x	11,000	0001-35-3520-522-5006494
	Mobile Radio (2)		x	13,800	0001-35-3520-522-5006494
	High Pressure Air Lifting Bag Set		x	17,500	0001-35-3520-522-5006494
	Shore Trench Kit	x		25,500	0001-35-3520-522-5006494
	Powerload Hydraulic Stretcher (2)		x	34,000	0001-35-3520-522-5006494
	Portable Radio (6)		x	39,600	0001-35-3520-522-5006494
	Powerload Cot Fastening System (2)		x	46,600	0001-35-3520-522-5006494
	Vehicle-Mounted Diesel Filter System (6)		x	54,000	0001-35-3520-522-5006393
	Self Contained Breathing Apparatus		x	70,000	0001-35-3520-522-5006494
	Subtotal			<u>405,800</u>	
	Total Fire			<u>480,800</u>	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
	Public Works - Director				
	Tablet Computer		x	1,500	0001-45-4510-541-5006494
	Laptop Computer		x	2,400	0001-45-4510-541-5006494
	Performance Workstation (2)		x	3,600	0001-45-4510-541-5006494
	Subtotal			<u>7,500</u>	
	Public Works - Engineering				
	Laser Printer		x	1,500	0001-45-4520-541-5006494
	Performance Workstation		x	1,800	0001-45-4520-541-5006494
	Laptop Computer		x	2,900	0001-45-4520-541-5006494
	Laptop Computer		x	3,000	0001-45-4520-541-5006494
	Subtotal			<u>9,200</u>	
	Public Works - Street Maintenance				
	Personal Computer		x	1,500	0001-45-4530-541-5006494
	Utility Vehicle		x	39,000	0001-45-4530-541-5006495
	Subtotal			<u>40,500</u>	
	Public Works - Traffic Engineering				
	Personal Computer		x	1,500	0001-45-4540-541-5006494
	Signal Uninterrupted Power Supply	x		4,500	0001-45-4540-541-5006494
	Controller with Communications (2)		x	7,000	0001-45-4540-541-5006494
	Laptop Computer (3)		x	8,700	0001-45-4540-541-5006494
	Cabinet/Controller 8 Phase		x	10,400	0001-45-4540-541-5006494
	Data Line Connection	x		20,000	0001-45-4540-541-5006393
	Subtotal			<u>52,100</u>	
	Total Public Works			<u>109,300</u>	
	Parks and Recreation - Administration				
	Tablet Computer		x	1,200	0001-50-5010-572-5006494
	Personal Computer (2)		x	3,000	0001-50-5010-572-5006494
	Subtotal			<u>4,200</u>	
	Parks and Recreation - Parks				
	Personal Computer		x	1,300	0001-50-5020-572-5006494
	Sidewalk Replacement		x	5,000	0001-50-5020-572-5006493
	Laptop Computer (4)		x	11,900	0001-50-5020-572-5006494
	Pressure Washer Trailer		x	15,000	0001-50-5020-572-5006494
	Light Tower		x	15,000	0001-50-5020-572-5006494
	Heavy Duty Non-Licensed Utility Vehicle		x	22,000	0001-50-5020-572-5006494
	Zero Turn Mower (2)		x	24,000	0001-50-5020-572-5006494
	Dually Pick-up Truck		x	35,000	0001-50-5020-572-5006495
	Loader		x	35,000	0001-50-5020-572-5006494
	Non-Licensed Utility Vehicle (2)	x		44,000	0001-50-5020-572-5006494
	1/2 Ton Pick-up Truck (2)		x	50,000	0001-50-5020-572-5006495
	Basketball Court Resurface (10)		x	50,000	0001-50-5020-572-5006493
	Subtotal			<u>308,200</u>	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
	Parks and Recreation - Aquatics				
	Personal Computer		x	1,300	0001-50-5030-572-5006494
	Main Drain (2)		x	2,500	0001-50-5030-572-5006393
	Slide Platform		x	5,000	0001-50-5030-572-5006393
	Subtotal			8,800	
	Parks and Recreation - Recreation				
	Ice Machine		x	1,800	0001-50-5040-572-5006394
	Automated External Defibrillator		x	2,000	0001-50-5040-572-5006494
	Personal Computer (2)		x	2,800	0001-50-5040-572-5006494
	Subtotal			6,600	
	Parks and Recreation - Events and Venues				
	Laptop Computer		x	1,900	0001-50-5066-575-5006494
	Personal Computer (3)		x	4,300	0001-50-5066-575-5006494
	Arena Floor Protection System	x		40,000	0001-50-5066-575-5006393
	Subtotal			46,200	
	Total Parks and Recreation			374,000	
	Human Resources and Risk Management				
	Personal Computer		x	1,500	0001-15-1510-513-5006494
	Scanner	x		2,200	0001-15-1510-513-5006494
	Scanner		x	2,200	0001-15-1510-513-5006494
	Laptop Computer (2)		x	4,800	0001-15-1510-513-5006494
	Total Human Resources and Risk Management			10,700	
	TOTAL GENERAL FUND			2,159,600	
	<u>STORMWATER UTILITY FUND</u>				
	Engineering				
	Rain Gauge		x	1,200	4409-45-4520-538-5006494
	Tablet Computer		x	1,300	4409-45-4520-538-5006494
	Desktop Computer		x	1,500	4409-45-4520-538-5006494
	Laptop Computer		x	1,700	4409-45-4520-538-5006494
	Desktop Computer		x	1,800	4409-45-4520-538-5006494
	Data Collection System		x	2,100	4409-45-4520-538-5006494
	Stage Meter (2)		x	6,700	4409-45-4520-538-5006494
	Velocity Meter		x	10,300	4409-45-4520-538-5006494
	Water Quality Logger (3)		x	22,100	4409-45-4520-538-5006494
	Optical Sensor (8)		x	27,200	4409-45-4520-538-5006494
	Stormwater System Improvement	x		150,000	4409-45-4520-538-5006393
	Hill Street Phase III Drainage Project	x		500,000	4409-45-4520-538-5006393
	Subtotal			725,900	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
	Operations				
	Performance Workstation		x	1,800	4409-45-4550-538-5006494
	Tablet Computer (2)		x	2,300	4409-45-4550-538-5006494
	Laptop Computer (3)		x	10,200	4409-45-4550-538-5006494
	Utility Vehicle		x	35,000	4409-45-4550-538-5006495
	Slip-line Program	x		100,000	4409-45-4550-538-5006393
	Mower		x	132,000	4409-45-4550-538-5006494
	Dump Truck		x	170,000	4409-45-4550-538-5006494
	Sweeper		x	260,000	4409-45-4550-538-5006494
	Subtotal			711,300	
	TOTAL STORMWATER UTILITY FUND			1,437,200	
	<u>SOLID WASTE FUND</u>				
	Solid Waste				
	Bulk Truck		x	276,000	4411-45-4571-534-5006495
	Garbage Truck		x	322,000	4411-45-4571-534-5006495
	Subtotal			598,000	
	Weld Shop				
	Personal Computer		x	1,500	4411-45-4572-534-5006494
	Subtotal			1,500	
	TOTAL SOLID WASTE FUND			599,500	
	<u>AIRPORT FUND</u>				
	Laptop Computer (2)		x	3,400	4461-70-7010-542-5006494
	Airport Master Plan		x	9,400	4461-70-7010-542-5006393
	1/2 Ton Pick-up Truck		x	34,000	4461-70-7010-542-5006495
	TOTAL AIRPORT FUND			46,800	
	<u>CENTRAL SERVICES FUND</u>				
	Information Technology				
	Personal Computer		x	1,300	5560-60-6010-516-5006494
	Personal Computer		x	1,300	5560-60-6010-516-5006494
	Laptop Computer		x	1,700	5560-60-6010-516-5006494
	Computer Equipment		x	5,500	5560-60-6010-516-5006494
	Office Renovation		x	10,000	5560-60-6010-516-5006393
	Subtotal			19,800	
	Fleet Maintenance				
	Laptop Computer	x		1,700	5560-45-4570-590-5006494
	Hot Pressure Washer		x	5,800	5560-45-4570-590-5006494
	Fuel Dispenser Pump (2)		x	10,000	5560-45-4570-590-5006393
	Diagnostic Equipment (2)		x	15,000	5560-45-4570-590-5006494
	Sport Utility Vehicle		x	24,000	5560-45-4570-590-5006495
	Mobile Hoist/Lift (2)	x		26,000	5560-45-4570-590-5006494
	Subtotal			82,500	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
	Facilities Management				
	Oak Street Park Pavilion Roof Replacement		x	2,100	5560-45-4560-519-5006393
	Chambers Park Water Fountain		x	2,500	5560-45-4560-519-5006393
	Rosehill Cemetery Water Fountain		x	2,500	5560-45-4560-519-5006393
	Portable Dehumidifier (2)	x		3,700	5560-45-4560-519-5006494
	Lakeside Community Park Pavilion Roof Replacement		x	3,700	5560-45-4560-519-5006393
	Personal Computer (3)		x	4,500	5560-45-4560-519-5006494
	Chambers Park Front Entryway Flooring		x	6,000	5560-45-4560-519-5006393
	Chambers Park Parking Lot Resurface		x	10,000	5560-45-4560-519-5006393
	Lakeside Community Park Restroom Roof Replacement		x	11,000	5560-45-4560-519-5006393
	Portable Air Conditioning Unit (2)	x		13,000	5560-45-4560-519-5006494
	Lakeside Community Park Roof Modular Classroom		x	14,900	5560-45-4560-519-5006393
	Oak Street Community Center Door (3)		x	15,000	5560-45-4560-519-5006393
	Fire Station 11 Non-Slip Bay Floor		x	27,500	5560-45-4560-519-5006393
	Streets Roof Replacement		x	34,000	5560-45-4560-519-5006393
	Central Services Generator		x	37,500	5560-45-4560-519-5006393
	3/4 Ton Pick-up Truck		x	39,800	5560-45-4560-519-5006495
	Civic Center Health Department Modifications		x	50,000	5560-45-4560-519-5006393
	Police Department Standby Generator		x	75,000	5560-45-4560-519-5006494
	Fire Station 13 Roof Replacement		x	94,400	5560-45-4560-519-5006393
	Chambers Park Roof Replacement		x	110,000	5560-45-4560-519-5006393
	City Hall Generators		x	150,000	5560-45-4560-519-5006393
	Police Department Roof Replacement		x	157,800	5560-45-4560-519-5006393
	City Hall VAV Upgrade (2)		x	163,200	5560-45-4560-519-5006393
	Subtotal			1,028,100	
	TOTAL CENTRAL SERVICES FUND			1,130,400	
	<u>LOCAL OPTION SALES TAX FUND</u>				
	Geographic Information Systems Implementation	x		10,000	1105-60-6010-516-5006393
	Pavilion		x	40,000	1105-50-5010-572-5006393
	Neighborhood Improvement Program	x		50,000	1105-45-4520-541-5006393
	Outfit Sign Truck	x		50,200	1105-45-4540-541-5006495
	Back Office Licensing		x	94,000	1105-60-6010-516-5006393
	Breakwater Repairs	x		150,000	1105-50-5010-572-5006393
	Rescue Rechassis		x	195,000	1105-35-3520-522-5006495
	Wheel Loader		x	225,000	1105-45-4530-541-5006495
	Wide Area Network		x	466,000	1105-60-6010-516-5006393
	Fire Station 15	x		500,000	1105-35-3510-522-5006495
	Facilities ADA Compliance		x	500,000	1105-45-4560-519-5006393
	TOTAL LOCAL OPTION SALES TAX FUND			2,280,200	
	<u>MOBILITY FEES FUND</u>				
	Hoagland Boulevard: US 192/Carroll Street	x		250,000	1130-45-4565-541-5006393
	TOTAL MOBILITY FEES FUND			250,000	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS**

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
<u>LOCAL OPTION GAS TAX FUND</u>					
	Engineering				
	Laptop Computer		x	3,000	1104-45-4520-541-5006494
	Subtotal			3,000	
	Traffic				
	Thacker Avenue/Patrick Street Traffic Signal		x	600,600	1104-45-4540-541-5006393
	Subtotal			600,600	
	Sidewalks				
	Vibratory Compactor		x	2,500	1104-45-4564-541-5006494
	Tilt Trailer		x	15,000	1104-45-4564-541-5006494
	Dump Truck		x	115,000	1104-45-4564-541-5006495
	Subtotal			132,500	
	Road Improvements				
	Neighborhood Street Light Infill Program	x		10,000	1104-45-4565-541-5006393
	Intelligent Transportation System	x		50,000	1104-45-4565-541-5006393
	Mann Street Design	x		80,000	1104-45-4565-541-5006393
	West Oak Street at John Young Parkway	x		150,000	1104-45-4565-541-5006393
	Improvements				
	Subtotal			290,000	
	TOTAL LOCAL OPTION GAS TAX FUND			1,026,100	
<u>BUILDING FUND</u>					
	Desktop Computer		x	1,500	1120-40-4010-524-5006494
	Tablet Computer		x	1,700	1120-40-4010-524-5006494
	Desktop Computer (4)		x	8,000	1120-40-4010-524-5006494
	Medium Duty Scanner (4)		x	14,000	1120-40-4010-524-5006494
	Permitting Service Center	x		750,000	1120-40-4010-524-5006393
	TOTAL BUILDING FUND			775,200	
<u>DOWNTOWN COMMUNITY REDEVELOPMENT FUND</u>					
	Toho Square Parking Garage Sign	x		150,000	1107-10-1050-559-5006393
	Legacy Project	x		600,000	1107-10-1050-559-5006393
	TOTAL DOWNTOWN COMMUNITY REDEVELOPMENT FUND			750,000	
<u>VINE STREET COMMUNITY REDEVELOPMENT FUND</u>					
	Personal Computer		x	1,500	1007-25-2550-559-5006393
	Beautification and Storm Water Project	x		500,000	1007-25-2550-559-5006394
	TOTAL VINE STREET COMMUNITY REDEVELOPMENT FUND			501,500	
<u>2020 CDBG ENTITLEMENT FUND</u>					
	Tablet Computer	x		1,500	1014-25-2510-515-5006494
	Personal Computer		x	1,500	1014-25-2510-515-5006494
	TOTAL 2020 CDBG ENTITLEMENT FUND			3,000	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

SCHEDULE 3
CAPITAL OUTLAYS - ALL FUNDS

Project No.	DESCRIPTION	New	Repl.	Amount Approved	Account No.
<u>RECREATION IMPACT FUND</u>					
	Shingle Creek Regional Trail Construction	x		100,000	1116-50-5070-572-5006393
	Shingle Creek Regional Trail Land Acquisition	x		150,000	1116-50-5070-572-5006191
	TOTAL RECREATION IMPACT FUND			250,000	
<u>HEALTH SELF INSURANCE FUND</u>					
	Laptop Computer		x	2,400	5568-15-1580-513-5006494
	TOTAL HEALTH SELF INSURANCE FUND			2,400	
	TOTAL CITY OF KISSIMMEE			11,211,900	

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**CITY OF KISSIMMEE
PROPERTY VALUES, MILLAGE LEVIES AND AD VALOREM RECEIPTS**

FY 2012/2013 THROUGH FY 2021/2022

Fiscal Year	City of Kissimmee Assessed Valuation (1)	% of Increase Over Prior Year	Total City of Kissimmee Millage Levy	Revenue From Ad Valorem Taxes (2)	% of Change Over Prior Year
2022	4,343,397,868	7.8	4.6253	19,085,042	7.8
2021	4,027,266,906	9.3	4.6253	17,695,952	9.3
2020	3,683,383,717	12.1	4.6253	16,184,917	12.1
2019	3,286,613,221	10.4	4.6253	14,441,494	10.4
2018	2,976,491,772	8.2	4.6253	13,078,809	8.2
2017	2,751,632,014	5.7	4.6253	12,090,767	5.7
2016	2,603,567,797	7.6	4.6253	11,440,168	7.6
2015	2,419,581,191	6.8	4.6253	10,631,724	6.8
2014	2,266,248,949	4.2	4.6253	9,957,977	4.2
2013	2,175,009,530	(0.9)	4.6253	9,557,068	(0.9)

(1) Form DR422 - Final Certification of Taxable Value for 2012-2021:

(2) Taxes from operating millage levy. Estimated at 95% collection rate.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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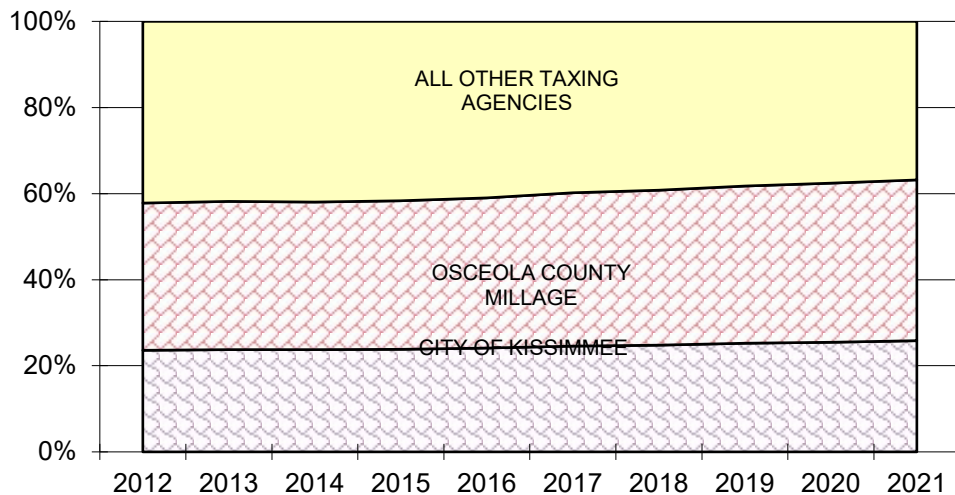
**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

**OPERATING MILLAGE RATES
ALL OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS
MILLAGE RATE (\$1 PER \$1,000 VALUATION)**

FISCAL YEAR	CITY	COUNTY	LIBRARY	SCHOOL BOARD	OTHER [1]	TOTAL
2021	4.6253	6.7000	0.3000	6.0260	0.2675	17.9188
2020	4.6253	6.7000	0.3000	6.2400	0.2795	18.1448
2019	4.6253	6.7000	0.3000	6.4110	0.2936	18.3299
2018	4.6253	6.7000	0.2566	6.7490	0.3100	18.6409
2017	4.6253	6.7000	0.2566	6.9050	0.3307	18.8176
2016	4.6253	6.7000	0.2566	7.2610	0.3551	19.1980
2015	4.6253	6.7000	0.2566	7.4460	0.3842	19.4121
2014	4.6253	6.7000	0.2566	7.5090	0.4110	19.5019
2013	4.6253	6.7000	0.2566	7.4540	0.4289	19.4648
2012	4.6253	6.7000	0.2566	7.5770	0.4363	19.5952

[1] Includes South Florida Water Management District, Okeechobee Basin and Everglades Basin.

**PROPERTY TAX RATES
CITY & COUNTY PROPORTION TO TOTAL**



Due to decreases in the School Board millage rate over the past several years, the City's relative share of the property tax bill has increased to just over 25.5% even though the City's millage rate has remained the same for the past twelve years.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

REVENUES

FORECAST METHODOLOGY

The purpose of detailing forecast methodologies for revenues is to determine the validity of the forecast over time and to utilize such information in making future forecasts.

The following are some assumptions concerning revenues which were made across all funds [note that funds were not listed which have only revenues that are covered by these assumptions]:

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Interest

All interest revenue is calculated on the basis of estimated average available cash balances at 2% per year.

From Fund Balance

Beginning fund balance, plus excess of revenue over expenditure for the prior year, less any commitments outstanding at year end in governmental fund types. In other proprietary fund types, it is projected current assets less current liabilities.

The following is information on a fund-by-fund basis for revenues forecasted in this budget:

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

General Fund

Ad Valorem Taxes

Approved millage multiplied by tax roll, less 5% for assumed non-collection and/or discounts taken for early payment.

Franchise Fees

Historical trend analysis.

Local Business Tax

Historical trend analysis, adjusted for changes in business and economic trends and changes in fee schedules.

Subdivision Fees

Historical trend analysis.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

<u>FUND/REVENUE SOURCE</u>	<u>FORECAST METHODOLOGY</u>
State Grant	Based on grants anticipated to be received during the year.
Federal Grant	Based on grants anticipated to be received during the year.
State Revenue Sharing	State's forecast adjusted for historical trend analysis.
Mobile Home License Tax	Historical trend analysis.
Alcoholic Beverage Taxes	Historical trend analysis.
Half-Cent Sales Tax Program	State's forecast adjusted for historical trend analysis.
Firefighter Supplemental Comp	Based on current year activity.
Fuel Tax Refunds and Credits	Historical trend analysis.
Municipal Share of Occupational License	Historical trend analysis.
County 8% Utility Tax	Historical trend analysis.
Zoning Charges	Historical trend analysis.
Maps and Publications	Historical trend analysis.
Other Charges and Fees	Estimate of items not properly included in other categories.
Staff Review Fees	Historical trend analysis.
Fire Plan Checking Fees	Estimated by Development Services Department.
Charges to Other Funds	Based upon indirect cost allocation plan for charges to proprietary and other funds.
Impact Fee Allowance	Estimated by Development Services Department.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Law Enforcement Services-
Officers

Estimate provided by the Police Department based upon services to be provided by off-duty officers, adjusted for historical trend analysis.

Law Enforcement Services-
Admin

Estimate provided by the Police Department based upon services such as fingerprints, copies of reports and bicycle registrations, adjusted for historical trend analysis.

Redflex

Department estimate.

Lot Mowing

Department estimate adjusted for historical trend analysis.

Code Enforcement

Department estimate adjusted for historical trend analysis.

Other Transportation Charges

Historical trend analysis based upon estimated traffic signal maintenance services to Osceola County and highway maintenance services to the State of Florida.

Ambulance Services

Department estimate.

Program Fees and Lighting

Department estimate.

Court Fines

Police Department estimate adjusted for historical trend analysis.

Parking Tickets

Police Department estimate adjusted for historical trend analysis.

Alarm Violations

Police Department estimate adjusted for historical trend analysis.

Rents

Based upon review of lease provisions.

Cemetery Lot Sales

Department estimate.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Sales-Disposition of
Fixed Assets

Historical trend analysis.

Sale of Surplus Material

Historical trend analysis.

Other Miscellaneous
Revenue

Projected based on estimated receipts.

Utility Tax Fund Transfer

Total amount of estimated revenue to be collected in
Utility Tax Fund.

Contributions from:
Kissimmee Utility Authority

Transfer payment amounts are provided by KUA.

Toho Water Authority

Payment from TWA is based upon the stream of
payments identified as the Kissimmee system transfer
amount and the annual transfer amount based upon
growth in the system.

Stormwater Utility Fund

Stormwater Utility Fees

Based upon \$8.65 per equivalent residential unit.

Solid Waste Fund

Special Trash Pickup

Historical trend analysis.

Garbage and Trash Fees

Based on projected customers at current rates.

Franchise Fees

Historical trend analysis based on the current rate
specified in the franchise agreement.

Airport Fund

Fuel Fees

Airport Department estimate.

Leased Sites

Based upon review of lease provisions.

Car Rental Fees

Airport Department estimate.

Terminal

Per leases on terminal space.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

City Rentals

Fair market rental rates on properties used by other City funds, the Kissimmee Utility Authority and Tohopekaliga Water Authority.

Miscellaneous Revenue

Airport Department estimate.

Central Services Fund

Charges for Service

Amounts billed to using departments for Information Technology, Fleet Maintenance, Facilities Maintenance and Warehouse services. Each division has a unique cost allocation methodology or charge back system.

Local Option Sales Tax Fund

Sales Tax

Projected based on City's portion of local option one cent sales tax on items \$5,000 or less.

Mobility Fee Fund

Mobility Fees

Development Services Department estimates.

Local Option Gas Tax Fund

Gas Tax

State estimate adjusted by historical trend analysis.

Paving Assessment Fund

Interest and Penalties

Interest and penalties due on paving assessments, based on historical trend analysis.

Assessments of Principal

Cash basis estimate of anticipated principal payments to be received in the fiscal year.

Building Fund

Permits (all types)

Forecast furnished by Development Services Department, adjusted for historical trend analysis.

Plan Checking Fees

Estimated by Development Services Department.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Downtown Community
Redevelopment Fund

Intergovernmental Revenue

Amount of tax increment due from the City and County based on growth in the Downtown Community Redevelopment area.

Vine Street Community
Redevelopment Fund

Intergovernmental Revenue

Amount of tax increment due from the City and County based on growth in the Vine Street Community Redevelopment area.

Recreation Impact Fee Fund

Impact Fees

Development Services Department estimates.

Police 2nd Dollar
Assessment Fund

Police Education Fines

Police Department estimate adjusted for historical trend analysis.

School Crossing Guard Fund

Fines

Police Department estimate adjusted for historical trend analysis.

Charter School Fund

Intergovernmental Revenue

Osceola County School District full time equivalent (FTE) funds, adjusted for historical trend analysis.

Utility Tax Fund

Electric

Historical trend analysis at rate of 8%.

Water

Historical trend analysis at rate of 8%.

Natural Gas

Historical trend analysis at rate of 8%.

Propane Gas

Historical trend analysis at rate of 8%.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

FUND/REVENUE SOURCE

FORECAST METHODOLOGY

Communications Services Tax	Historical trend analysis at rate of 7% on local service, intrastate long-distance charges and other telecommunication services.
<u>Local Option Sales Tax Bonds Fund</u>	
Sales Tax Transfers	Amount to pay debt service on the Local Option Sales Tax bonds.
<u>FMHA Bonds Fund</u>	
General Fund Transfer	Amount to pay debt service on the Farmer's Home Loan Administration bonds.
<u>Local Option Gas Tax Notes Fund</u>	
Gas Tax Transfer	Amount to pay debt service on the Local Option Gas Tax notes.
<u>Community Redevelopment Notes Fund</u>	
Community Redevelopment Fund Transfer	Amount to pay debt service on the Community Redevelopment notes.
<u>Series 2016 Bonds Fund</u>	
Transfers from Other Funds	Amounts from various funds to pay debt service on the Series 2016 bonds.
<u>Self-Insurance Funds</u>	
Transfers	Allocated charges to each fund based on share of cost of insurance programs and reserves.
Reimbursements	Historical trend analysis.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

EXPENDITURES

FORECAST METHODOLOGY

With the number and types of funds handled by the City, there are a large number of accounts used to capture different types of disbursements which apply to some but not all of the cost centers. These are limited as much as possible for simplicity but are still customized to a particular fund or department when necessary to present a good picture of its operation and to enable the proper level of budgetary control desired by management. The State of Florida requires its agencies to utilize and report with a standardized chart of accounts which must summarize into its object code categories. Therefore, the City's detailed object codes are designed to roll into the proper State object codes.

Although the level of budgetary control by the City Commission is legally established at the department level, City departments are required by management to budget at the more detailed level of object codes. For purposes of reviewing and considering the City Manager's recommendations, the budget document presents summaries of object code disbursements at the division level which provides sufficient information for the policy makers without making the presentation too detailed. Schedule 1 lists the detailed object codes categorized by their summary titles. This Schedule briefly describes the method used to forecast disbursements at the detailed object code level.

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Executive Salaries	Current City Commission salaries are based on population figures.
Regular Salaries and Wages	Current and newly authorized personnel are extended out at the recommended pay rates.
Overtime	Historical trend analysis modified by anticipated changes in staffing or policies.
Special Pay	Calculated percent of salary on personnel eligible for longevity pay and accrued sick leave balances available to be cashed in as well as various other incentive payments.
FICA Taxes	Calculated percent of salaries and wages, overtime and special pay.
Retirement Contributions	Calculated percent based on administrative and actuarial cost. Currently 19.4% for General, 20.6% for Police and 33.5% for Fire.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Life and Health Insurance	Cost to provide health, dental and life as well as the City paid credit.
Workers Compensation	Based on factors applied to salaries for each type of position depending on the risk of on-the-job injuries.
Unemployment Compensation	Historical trend analysis.
Professional Services	Sum of detailed listing of estimated cost for services anticipated.
Accounting and Auditing	Sum of detailed listing of estimated audit cost for services anticipated.
Other Contract Services	Sum of detailed listing of estimated cost for services anticipated.
Other Services - Custodial	Sum of detailed listing of estimated janitorial cost for services anticipated.
Other Services - Customer Billing	Historical trend analysis adjusted by projected billing charge by the Kissimmee Utility Authority.
Travel and Per Diem	Sum of detailed listing of events, persons attending, expected costs for transportation, meals and incidental travel expenses.
Training	Sum of detailed listing of events, persons attending, expected costs for training and educational materials.
Communication Services	Historical trend analysis, plus anticipated new services.
Electric	Historical trend analysis.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Water and Sewer	Historical trend analysis.
Stormwater Fees	Historical trend analysis.
Solid Waste Disposal Fees	Historical trend analysis adjusted by projected landfill rates.
General Insurance	Based on current premiums adjusted for coverage changes and estimated increases.
Workers Compensation Claims	Historical trend analysis
Vehicle Parts	Historical trend analysis.
Buildings and Grounds Maintenance	Historical trend analysis adjusted for facility modifications.
Other Equipment Maintenance	Historical trend analysis adjusted for additions.
Radio Maintenance	Historical trend analysis adjusted for additions.
Vehicle Maintenance	Historical trend analysis adjusted for fleet age and additions.
Postage	Historical trend analysis adjusted for rate changes or new practices.
Printing	Historical trend analysis adjusted for additional activities to be handled.
Office Supplies	Historical trend analysis.
Operating Supplies	Historical trend analysis.
Cleaning Supplies	Historical trend analysis.
Chemical Supplies	Historical trend analysis.
Tools and Equipment	Historical trend analysis adjusted for additional tools, equipment or office furniture less than \$1,000.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Uniforms	Projected cost times the number of uniformed personnel.
Special Functions	Estimates of the costs of each function.
Road Materials and Supplies	Historical trend analysis amounting to rough costs of keeping roads resurfaced on a regular basis.
Books and Publications	Historical trend analysis.
Dues, Subscriptions and Memberships	Estimated based on current and added membership dues and/or subscriptions.
Rentals and Leases	Projected based on anticipated use of equipment.
Advertising	Historical trend analysis adjusted by any new practices.
Recruitment	Not normally budgeted but covered by unused salaries of the vacated position.
Copier Costs	Projected cost of operating or renting copier equipment.
Safety/Wellness Program	Estimated based on expenses of current program and added activities.
Bad Debt Expense	Historical trend analysis.
Aid to Government Agencies	Based upon specific requests.
Aid to Private Organizations	Based on amounts specified by the City Commission to be allocated to organizations providing services within the City.
Fuel	Historical trend analysis adjusted for additions.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

General Fund Admin Cost	Allocation to other funds or a share of the indirect services provided by General Fund departments based on relative size of each fund's adjusted budget.
Warehouse Charges	Allocation to funds using the warehouse based on relative size of each fund's adjusted budget.
Facilities Maintenance Charges	Sum of costs incurred for maintenance of City facilities.
Information Technology Charges	Allocation to funds using the services of the Information Technology Department based on the relative size of each fund's adjusted budget and on any significant cost (such as implementation of GIS and LAN) for that division's primary benefit.
Land or Easements	Sum of detailed listing of estimated cost for purchases of land or easements.
Buildings	Sum of detailed listing of estimated cost for purchase or construction of buildings.
Infrastructure/Other Improvements	Sum of detailed listing of estimated cost of improvements to City infrastructure. Does not include land, buildings, machinery and equipment or vehicles which are tagged and accounted for in the City's property control record system.
Machinery and Equipment-Equipment	Sum of detailed listing of estimated cost for purchases of machinery and equipment items which are tagged and accounted for in the City's property control record system.
Machinery and Equipment-Vehicles	Sum of detailed listing of estimated cost for purchases of vehicles and mobile equipment which are tagged and accounted for in the City's property control record system.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**

OBJECT DESCRIPTION

FORECAST METHODOLOGY

Principal	Sum of debt service principal from amortization tables of each debt issue.
Interest	Sum of debt service interest from amortization tables of each debt issue.
Other Debt Service Costs	Historical trend analysis adjusted for new issues.
Contingency Reserves	Used for budget allocation only (never actual charges). Sets aside some specific portion of available funds so that transfers can be made to other budgeted accounts for emergencies or unforeseen circumstances.
Restricted Reserves	Used for budget allocation only (never actual charges). Indicates some specific portion of funds on hand or expected to be on hand to comply with City Commission directives or current bond covenants.
Unrestricted Reserves	Used for budget allocation only (never actual charges). Indicates some specified portion of funds on hand or expected to be on hand that are not considered restricted by the City Commission or current bond covenants.

**CITY OF KISSIMMEE
2022 ANNUAL BUDGET**



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MEMORANDUM

TO: Mike Steigerwald, City Manager
FROM: Roxane Walton, Human Resources & Risk Management Director
RE: 2020/21 Budget Requests
DATE: July 6, 2021

The following information is submitted to summarize the personnel and benefit changes submitted in the 2021/22 budget draft. I have included the information by topic with a statement of budget impact for each.

PERSONNEL REQUESTS

Listed below are reclassifications, personnel additions, and personnel deletions recommended for FY 20/21 and included in the budget document. The budget impact listed includes budgeted expenses with salary and benefits.

Reclassifications

Department-Division	Present Title-Pay Grade	New Title-Pay Grade	Budget Impact	Comments
Police Support	11	11	2,490	Receive an additional 5% for Lead position when Manager is unavailable
CDBG	Part-Time	13	29,501	To provide additional full time support to CDBG/SHIP programs

Total Cost Per Fund

General Fund	\$	2,490
Other Funds	\$	29,501
	\$	31,991

Department Additions

Department-Division	Position Title	Budget Impact	Comments
<u>General Fund</u>			
Parks & Recreation	Swim Instructors (2 PT)	25,834	Positions requested to assist with swim instruction
	Cemetery Facility Attendent (PT)	17,064	Position requested to assist with clerical support for the cemetery
Police	Police Officer	69,153	Provide additional support for recruitment
	Police Officer	69,153	Provide analytical & technical support as it relates to crime and criminal intelligence
	Police Officer (TEU)	69,153	Provide additional support for the traffic enforcement unit
	Police Officer (POP)	69,153	Provide additional support for problem oriented policing
Public Works	Marking Technician I	43,992	Provide installations of pavement markings

Other Funds

Community Development Block Grant	Community Redevelopment & Housing Specialist	54,980	To provide additional support to CDBG/SHIP programs
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Total Cost Per Fund

General Fund	\$	363,502
CDBG	\$	54,980
	\$	418,482

Salary Increases

The following recommendations seek to assist the City with attracting and retaining high quality talent and to establish strategies to avoid problems with pay equity in the future. The proposed budget includes funds to provide increases to City employees effective October 1, 2021. Staff is recommending a 2% cost of living adjustment (COLA) and 1% merit increase for all full-time employees.

Salary increases for all members of a collective bargaining unit will be determined through negotiations.

Employee Benefits

No benefit changes are included in the budget

Additional Federal Holiday

On Thursday June 17, 2021 President Biden signed the Juneteenth National Independence Day Act into law, creating a new federal holiday - June 19th. The staff recommends the addition of June 19th to our current holiday calendar.