



APOPKA CITY COUNCIL BUDGET WORKSHOP AGENDA

JULY 14, 2020 5:00 PM

Apopka City Hall Council Chambers

APOPKA CITY COUNCIL BUDGET WORKSHOP MEETING WILL BE LIVE-STREAMED ON YOUTUBE. TO WATCH, PLEASE VISIT: <https://www.youtube.com/channel/UCJKvoQzZuYfgsqrtpjYLCw>

**CALL TO ORDER
INVOCATION
PLEDGE**

BUDGET MEETING

- [1.](#) Public Services Budget Review.

PUBLIC COMMENT PERIOD

TO ACCESS A PUBLIC COMMENT FORM, PLEASE VISIT: <http://www.apopka.net/citycouncilform>

The Public Comment Period is for City-related issues that may or may not be on today's Agenda. If you are here for a matter that requires a public hearing, please wait for that item to come up on the agenda. If you wish to address the Council, you must fill out an Intent to Speak form and provide it to the City Clerk prior to the start of the meeting. If you wish to speak during the Public Comment Period, please fill out a green-colored Intent-to-Speak form. If you wish to speak on a matter that requires a public hearing, please fill out a white-colored Intent-to-Speak form. Speaker forms may be completed up to 48 hours in advance of the Council meeting. Each speaker will have four minutes to give remarks, regardless of the number of items addressed. Please refer to Resolution No. 2016-16 for further information regarding our Public Participation Policy & Procedures for addressing the City Council.

ADJOURNMENT

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (407) 703-1704. F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the opening ceremony. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

CITY OF APOPKA FACILITIES MAINTENANCE

1022

LINE ITEM DETAIL

	2019 ACTUAL	2020 BUDGET	2021 ADOPTED	PERCENT CHANGE
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	79,496	83,827	86,326	2.98%
1210 LONGEVITY PAY	-	533	582	9.15%
1400 OVERTIME	1,255	1,200	1,200	0.00%
2100 F.I.C.A.	5,948	6,545	6,740	2.98%
2200 RETIREMENT CONTRIBUTION	14,908	14,712	15,904	8.10%
2300 LIFE AND HEALTH INSURANCE	18,371	17,745	18,515	4.34%
2400 WORKERS COMPENSATION	8,053	5,594	5,760	2.97%
		-		
TOTAL	128,030	130,157	135,027	3.74%
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	20,000	#DIV/0!
3400 OTHER CONTRACTUAL SERVICES	84,653	93,616	193,099	106.27%
4100 COMMUNICATIONS	-	750	-	-100.00%
4300 UTILITY SERVICES	99,693	0.00	125,000	#DIV/0!
4400 RENTAL & LEASES	-	0.00	1,825	#DIV/0!
4600 REPAIR AND MAINTENANCE	120,506	240,432	220,741	-8.19%
4650 VEHICLE MAINTENANCE	441	1,250	1,250	0.00%
4900 OTHER CHARGES	12,484	14,000	14,000	0.00%
5200 OPERATING SUPPLIES	28,693	61,000	58,300	-4.43%
5250 FUEL & GASOLINE	1,268	4,500	4,500	0.00%
5500 TRAINING	-	2,400	2,400	0.00%
TOTAL	347,738	417,948	641,115	53.40%
CAPITAL OUTLAY:				
6100 LAND	-	-	-	0.00%
6200 BUILDING	21,634	217,000	247,000	0.00%
6300 INFRASTRUCTURE	17,359	-	-	100.00%
6400 EQUIPMENT	15,950	49,000	18,100	100.00%
6800 INTANGIBLES	-	-	50,000	0.00%
TOTAL	54,943	266,000	315,100	0.00%
TOTAL COST	530,711	814,105	1,091,242	34.04%

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime	(\$40 x 2 Hours x 52 Weeks)	4,160
2	Standby	The Facilities Maintenance division regularly receives after-hour requests for service, performs weekend work, and provides staff for varies events. 9 hours a week for one standby staff	11,700
Total Cost			15,860

Fund	<i>General Fund - 001</i>
Department	<i>Facilities Maintenance - 1022-519</i>
Line Item #	<i>1600</i>
Line Item Description	<i>Other Reimburse Allowances</i>

Item	Description	Justification	Estimated Cost
1	Cell Phone Allowance	\$40 monthly	960

Total Cost	Total Base	\$ 960

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	AC Balancing	Balance AC Loading at ADM3, PD1, FD1	20,000

Total Cost	\$ 20,000
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Floor Maintenance</i>		
	ADM 3 (City Hall)	Semi-Annual Carpet/Tile Cleaning (\$4,000 x 2)	8,000
	ADM 4 (Museum)	Semi-Annual Carpet Cleaning (\$700 x 2)	1,400
	ADM 5 (City Clinic)	Semi-Annual Strip & Wax Floor (\$850 x 2)	1,700
	FD 1 Admin., EOC, 9/11 Call Center (Fire Admin./Fire Station 1)	Semi-Annual Strip & Wax Floor (\$1,000 x 2) Semi-Annual Carpet Cleaning (\$2500 x 2)	2,000 5,000
	FD 11a (Fire/Police Training Center)	Semi-Annual Carpet Cleaning (\$750 x 2)	1,500
	FI/IT (Finance/IT - Annex)	Semi-Annual Strip & Wax Floor (\$600 x 2) Semi-Annual Carpet Cleaning (\$1,500 x 2)	1,200 3,000
	PD 1 (Police Station)	Semi-Annual Strip & Wax Floor (\$1,700 x 2) Semi-Annual Carpet Cleaning (\$3,000 x 2)	3,400 6,000
	REC 5 (Apopka Community Center/VFW)	Quarterly Carpet/Tile Cleaning (\$1,400 x 4)	5,600
	Additional Misc. Floor Cleanings	(\$1,500 x 3)	4,500
2	<i>Janitorial</i>		
	ADM 2 1x wkly (City Gym/Record Storage)	Monthly Charge (\$95 x 12)*	1,140
	ADM 3 5x wkly (City Hall)	Monthly Charge (\$1,208 x 12)	14,496
	ADM 4 1x wkly (Museum)	Monthly Charge (\$155 x 12)	1,860
	ADM 5 3x wkly	Monthly Charge (\$192 x 12)	2,304

	(City Clinic)		
	FD 1 3x wkly (Fire Admin./Fire Station 1)	Monthly Charge (\$637 x 12)	7,644
	FD 11a 2x wkly (Fire/Police Training Center)	Monthly Charge (\$287 x 12)	3,444
	FI/IT 1 5x wkly (Finance/IT - Annex)	Monthly Charge (\$1447 x 12)	7,164
	PD 1 5x wkly (Police Station)	Monthly Charge (\$597 x 12)	17,364
	Victoria Plaza 1x wkly (Police Sub-Station)	Monthly Charge (\$103 x 12)	1,236
	REC 5 2x wkly (Apopka Community Center/VFW)	Monthly Charge (\$854 x 12)	10,248
	KLNP Bathroom (Kit Land Nelson Park)	Farmers Market (\$50 x 52)	2,600
		Rotary Fair (\$50 x 5)	250
		Foliage Festival (\$50 x 5)	250
		Christmas (\$50 x 7)	350
	Additional Cleanings		
	ADM 2 (City Gym/Record Storage)	City Gym Deep Cleaning (\$150 x 4)	600
	ADM 3 (City Hall)	Various Events (\$200 x 3)	600
	ADM 4 (Museum)	Christmas (\$155 x 5)	775
	REC 5 (Apopka Community Center/VFW)	Various Events (\$100 x 10)	1,000
	Misc. Cleanings * Cost included in FD 1 billing	To Be Determined	2,000
3	Security & Fire Alarm Systems		
	ADM 3 (City Hall)	Security Monitoring (\$42 x 12)	504
		Annual Insp (\$125 x 1)	125
		Fire Monitoring (\$39 x 12)	468
		Annual Insp (\$200 x 1)	200
	ADM 4 (Museum)	Security Monitoring (\$42 x 12)	504
		Annual Insp (\$125 x 1)	125

	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
ADM 5 (City Clinic)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
FD 1 (Fire Station #1)	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
	Installation	500
FD 2 (Fire Station #2)	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
	Installation	5,500
FD 3 (Fire Station #3)	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
	Installation	5,500
FD 4 (Fire Station #4)	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
	Installation	5,500
FD 5 (Fire Station #5)	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$136 x 1)	136
FD 11a (Fire/Police Training Center)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
	Installation	6,500
FD 12 (Old Fire Station #2)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
FI/IT (Finance/IT - Annex)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$168 x 1)	168
PD 1	Fire	

(Police Station)	Monitoring (\$39 x 12)	468
	Annual Insp (\$168 x 1)	168
PD 2	Security	
(Grahams Garage)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
PD 3	Security	
(Harmon Rd.Tower)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
PS 6e	Security	
(Fleet-Old Building)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Installation	600
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
	Installation	2,650
PS 6f	Security	
(Fleet-New Building)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Installation	600
PS 6g	Security	
(PS Admin Building)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
PS 6h	Security	
(Purchasing Warehouse)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Installation	600
PS 6i	Security	
(Utility Warehouse)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
	Installation	2,100
PS 7b	Security	
(Old Grounds Facility - Block Bldg.)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
PS 8	Security	
(Grounds Facility)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Installation	850
PS 9a	Security	

(NSRWTF MCC)	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 1 (Fran Carlton Center)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
REC 2 (Billie Dean Community Center)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Fire	
	Monitoring (\$39 x 12)	468
	Annual Insp (\$68 x 1)	68
REC 3 (Apopka Athletic Complex)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 4a (LL/Concession/Offices)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 4b (Maintenance Warehouse)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 4c (Operations Building)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 4d (Football/Concessions/Offices)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 4e (Amphitheater Dressing Rooms)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 4f (Ticket Office)	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 4h (Warehouse (East))	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
	Installation	450
REC 4i (Warehouse (West))	Security	
	Monitoring (\$42 x 12)	504
	Annual Insp (\$125 x 1)	125
REC 5	Security	

4	(Community Center)	Monitoring (\$42 x 12)	504
		Annual Insp (\$125 x 1)	125
		Fire	
		Monitoring (\$39 x 12)	468
		Annual Insp (\$68 x 1)	68
	Pest Control Services		
	Pest Control (Quarterly): ADM 2, ADM 3, ADM 4, ADM 5, FD 1, FD 2, FD 3, FD 4, FD 5, FD 11a, FI/IT, PD 1, PD 3, PS 1, PS 2, PS 8, PS 6c, PS 6e, PS 6f, PS 6g, PS 6e, PS 6f, PS 6h, PS 6i, REC 1, REC 2, REC 3, REC 4a, REC 4b, REC 4c, REC 4d, REC 4e, REC 4f, REC 5, REC 8		7,000
	Rodent Baiting: ADM 3, FD 1, FD 4, FD 5, FD 6, PD 1, Tower @Oak & Forest, PS 1, PS 6e, PS 6g, PS 6h, PS 6i, REC 3, REC 4a, REC 4b, REC 4d, REC 4e, REC 4f		6,500
	Termite Monitoring (Quarterly): ADM 2, ADM 3, ADM 4, ADM 5, FD 1, FD 11a, PS 6g, REC 1		2,500
Total Cost			193,099

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Utility Services</i> <i>ADM 9</i> <i>(Cobb Building)</i> <i>ADM 12</i> <i>(Connley Property)</i> <i>REC 5</i> <i>(Apopka Community Center)</i> <i>FI/IT 1</i> <i>(Finance/IT)</i> <i>2880 Lust Rd.</i> <i>(Fire Club House)</i>	<i>Electric, Water, Sewer, Trash, Natural Gas</i>	125,000
Total Cost			125,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	Rolling Scaffolding (15 ft)	Access Interior of City Hall Attrium for Window Maintenance/Repair/Replacement	
		2 Weeks (\$180 x 2)	360
	Scissor Lift (26 ft)	Access Warehouse/Bay Lighting for Maintenance/Repair/Replacement	
		1 Week (\$325 x 1)	325
		Delivery (\$145 x 1)	145
	Articulating Boom Lift (60 ft)	Access Exterior of Facilities. for Maintenance/Repair/Inspection	
		1 Week (\$850 x1)	850
		Delivery (\$145 x 1)	145
Total Cost			1,825

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	Fire Extinguisher Annual Inspection (8 Locations)		
	(ADM 1, ADM 2, ADM 3, ADM 4, ADM 5, REC 5, FI/IT 1, PD 3)	Recharge, Testing, Repair	2,500
		Replacement: (\$75 x 5)	375
2	Kitchen Hood		
	REC 5 (Apopka Community Center)	Hood Semi-Annual Inspection	800
		Hydrostatic Testing of Suppression Bottles	1,000
3	Chiller/Air-Handler/Boiler		
	ADM 3 (City Hall)	Water Monitoring - Quarterly	560
		Chiller Maintenance - Quarterly	8,500
		Boiler Maintenance - Semi-Annually	650
		State Insp. Boiler - Annual	250
		Air-Handler Maintenance - Quarterly	7,600
4	A/C Maintenance		
	REC 5 (ACC/VFW)	System 1 Replace Compressor (\$4,000 x 1)	4,000
		System 2 In-Line Dryer (\$1,100 x 1)	1,100
	REC 8 (Racquetball Court)	Quarterly Maintenance (\$250 x 4)	1,000
	A/C Units	Service & Repair (\$100 x 105)	15,000
5	Emergency Power Generator's (12 Locations)		
		PS 6g: 100kW	
		Annual: (\$635 x 1)	635
		Load Bank: (\$220 x 1)	220
		Fuel Island: 20kW	
		Annual: (\$635 x 1)	635

		Load Bank: (\$220 x 1)	220
		Fuel Island: 394kW	
		Annual: (\$635 x 1)	635
		ADM 3: 275kW	
		Annual: (\$635 x 1)	635
		Load Bank: (\$220 x 1)	220
		FI/IT 1: 60kW	
		Annual: (\$635 x 1)	635
		Load Bank: (\$220 x 1)	220
		FD 1: 150kW	
		Annual: (\$556 x 1)	556
		Load Bank: (\$175 x 1)	175
		Quarterly Minor Service: (\$60 x 3)	180
		FD 2: 40kW	
		Annual: (\$556 x 1)	556
		Load Bank: (\$175 x 1)	175
		Quarterly Minor Service: (\$60 x 3)	180
		FD 3: 40kW	
		Annual: (\$556 x 1)	556
		Load Bank: (\$175 x 1)	175
		Quarterly Minor Service: (\$60 x 3)	180
		FD 4: 40kW	
		Annual: (\$556 x 1)	556
		Load Bank: (\$175 x 1)	175
		Quarterly Minor Service: (\$60 x 3)	180
		FD 5: 125kW	
		Annual: (\$556 x 1)	556
		Load Bank: (\$175 x 1)	175
		Quarterly Minor Service: (\$60 x 3)	180
		PD 1: 150kW	
		Annual: (\$556 x 1)	556
		Load Bank: (\$175 x 1)	175
		Quarterly Minor Service: (\$60 x 3)	180
		PD 3: 35kW	
		Annual: (\$556 x 1)	556
		Load Bank: (\$175 x 1)	175
		Quarterly Minor Service: (\$60 x 3)	180
		Generator Repairs	10,000
6	Elevator	Inspection - Quarterly \$500 x 3	1,500

		State Insp. - Annual Repairs	250 1,500
7	Electrical	Lightning Damage Repair and Maintenance	3,500 5,000
		LED Lights Fire Station Bays FD 1, FD 2, FD 3, FD 4 (\$2,500 x 4)	10,000
8	Plumbing	Repairs, Replacement, Leaks, Maintenance	6,000
9	Roof	Leak Repairs	5,000
10	Gates	Repairs, Maintenance	4,000
11	Ice Makers (13 Units)	FD 1, FD 5, PS 1, PS 6d, PS 6i, PS 8, REC 1, REC 3, REC 4a, REC 4c, REC 4d, REC 5 (x2)	9,025
		Repairs	4,000
12	Facility Repairs	Locks, Doors, Gates, Bay Doors, Ceiling Tiles, Windows, Motor Belts, Capacitors, Fan Motor, etc.	35,000
13	Facility Pest Control	Treat Facility (Exterior)	2,500
		Extended Warrantee PD 1 - Drywood Termites - Orkin	2,628
14	Fire Inspection, Service & Repairs	Repair & Replacement of Exit Signs, Emergency Lighting	1,500
15	Fire Station Bay Door Maintenance & Repair	FD 1, FD 2, FD 3, FD 4, FD 5	20,000
16	FDEP PCPP Agreement 10/23/17	Orlando Apopka Airport - Lot 162	6,000
17	Fire & Security Alarm System	Repairs New Installations	2,250 5,000
18	Facility Fire Sprinklers (11 Locations)		

	ADM 3	Quarterly Inspection: (\$160 x 3) Annual Inspection: (\$850 x 1)	480 850
	PD 1	Quarterly Inspection: (\$160 x 3) Annual Inspection:	480 611
	FD 1, FD 3, FD 5, FD 11a, PS 6e, PS 6g, PS 6i, REC 1, REC 2, REC 5	Quarterly Inspection: (\$160 x 3 x 10) Annual Inspection: (\$510 x 10)	4,800 5,100
	Repairs	This is an estimated repair cost. The true cost of repairs will not be known until inspections have been completed.	5,000
19	FD 1 Fire Admin Remove Lobby Wallpaper and Paint	Remove Wallpaper & paint	3,000
20	Electric Card readers and mag locks	Service and repairs	12,000
Total Cost			220,741

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	Vehicle Maintenance	Maintenance & Repair 19-0491 F150 19-1779 F150	1,250
Total Cost			1,250

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	<i>Leased Property</i> ADM 1 (Chamber of Commerce) 180 E. Main Street ADM 6 - 405 S. Park Ave ADM 7 (Carroll Building) 409 S. Park Ave Tower - 131 N. Forest Ave ADM 11 (Orlando Apopka Airport FBO) 1321 Apopka Airport Road	<i>Property Taxes for Leased Property</i> ADM 1 Apopka Area Chamber of Commerce Inc. ADM 6 ADM 7 1st Floor - Aunt Gingibreads Bakery, LLC 2nd Floor - LLAAB, Inc Tower - LLAAB, Inc ADM 11 First Landings Aviation, LLC	14,000
Total Cost			14,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Janitorial Supplies & Paper Products	ADM 2, ADM 3, ADM 4, ADM 5, FI/IT, FD 1, FD 11a, PD 1, PS 6g, PS 6i	10,000
2	Flags (20 Locations)	Replacement Flags: 10 x \$115	1,150
3	HVAC Filters	Quarterly Replacement Filters: (\$1,050 x 4)	4,200
4	Refrigerant	A/C System Recharge: (\$800 x 3)	2,400
5	Lighting Supplies	Replacement Lights, Ballast, etc.	5,000
6	Hand Tools	Tools for Maintenance and Building Repair	2,000
7	Uniforms	Uniforms & Safety Shoes	1,100
8	Electrical Tools & Supplies	Meter, Amp Probe, Wire, Wire-Nuts, etc.	1,700
9	Plumbing Tools & Supplies	Tools, Re-Build Kits, Wax-Rings, etc.	3,250
10	ADA Inspection Tools	Florida Building Code - Accessibility Electronic Level Door Pressure Gauge	75 100 75
11	Motion Sensor Faucets	Replacement Faucets W/ Battery Packs: (\$550 x 8)	4,400

		Battery Packs: (\$300 x 10)	3,000
12	Ceiling Tiles	Case (16 tiles): (\$60 x 30)	1,800
	Paint & Paint Supplies	Various Locations Citywide	2,500
13	Painting		
	ADM 5 (City Clinic)	Interior	2,200
	ADM 3 (City Hall)	Exterior	7,000
	PS 6g (Public Services Admin)	Interior	1,850
14	Pressure Washer	Pressure Washer w/ Scrubber & Dolly	4,000
15	Monitor Stand System	Standing Desk	500
Total Cost			58,300

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	<i>Fuel</i>		
	<i>Gasoline</i> 500 gal x \$2.50 Per Gallon	19-0491 F150	600
	<i>Diesel</i> 100 gal x 11 x \$3.00 Per Gallon	(11 Generators) FD 1, FD 2, FD 3, FD 4, FD 5, PD 1, PD 3, PS 6g, ADM 3, Fuel Island 20kW, Fuel Island 394kW	3,300
	<i>Natural Gas</i> \$2.00 Per Gallon Equivalent	19-1779 F150 (1 Generator) FI/IT 1 (Finance/IT)	600
Total Cost			4,500

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	Plumbing Training Course	Improved Job Knowledge	800
2	Electrical Training Course	Improved Job Knowledge	800
3	ADA Inspection Training	Improved Job Knowledge	800
Total Cost			2,400

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Building</u>

Item	Description	Justification	Estimated Cost
1	ADA Transition Plan Resolution 2016-33		
	ADM 3 (City Hall)	ADA Compliant Ramp to City Council Dais	15,000
	FI/IT (Finance/IT)	ADA Compliant Parking Signs (\$250 x 2)	500
2	ADA Facility Access		
	REC 2 (Billie Dean Community Center)	ADA - Facility Access Push-Plate	8,500
	REC 5 (ACC/VFW)	ADA - Facility Access Push-Plate	8,500
	FI/IT (Finance/IT) Utility Billing Customer Access Door	ADA - Facility Access Push-Plate	8,500
3	Repair/Replacement of Cornice ADM 3 (City Hall)	Repair/Replacement of Cornice	20,000
4	Roofs		
	ADM 3 (City Hall)	Roof Replacement Asphalt Shingles	75,000
	FI/IT (Finance/IT)	Roof Replacement Built-Up-Roof (BUR)	50,000
5	Museum Log Maintenance ADM 4 (Museum)	Museum Log Maintenance	15,000
6	Flooring (Carpet) REC 5	New Flooring	

(Apopka Community Center/VFW)	Carpet Replacement Due to Age and Poor Condition	46,000
Total Cost		247,000

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	<i>A/C Unit Replacement</i>		
	ADM 2 (Gym/Record Storage)	Replace One (1) (3 Ton)	5,500
	REC 1 (Fran Carlton Center)	Replace One (1) (7 Ton)	7,500
	Ice Maker	REC 4d Replacement	5,100
Total Cost			18,100

Fund	<i>General Fund - 001</i>
Department	<i>Facilities Maintenance - 1022-519</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangibles</i>

Total Cost	\$ 50,000
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CITY OF AOPKA FLEET MAINTENANCE

3310

LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	682,851	718,318	692,420	-3.61%
1210 LONGEVITY PAY	1,891	3,267	2,852	-12.70%
1400 OVERTIME	2,208	25,688	25,688	0.00%
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	0.00%
2100 F.I.C.A.	49,549	57,166	55,153	-3.52%
2200 RETIREMENT CONTRIBUTION	114,690	119,505	131,936	10.40%
2300 LIFE AND HEALTH INSURANCE	122,458	139,457	144,829	3.85%
2400 WORKERS COMPENSATION	15,774	11,134	10,742	-3.52%
				0.00%
TOTAL	989,421	1,074,536	1,063,621	-1.02%
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	1,401	-	1,500	#DIV/0!
4000 TRAVEL & PER DIEM	3,550	6,500	6,500	0.00%
4100 COMMUNICATIONS	-	-	-	0.00%
4200 FREIGHT & POSTAGE	-	500	100	0.00%
4300 UTILITY SERVICES	7,714	8,170	9,040	10.65%
4600 REPAIR AND MAINTENANCE	18,100	21,500	22,500	4.65%
4650 VEHICLE MAINTENANCE	6,463	13,000	13,000	0.00%
5100 OFFICE SUPPLIES	995	1,400	1,500	7.14%
5200 OPERATING SUPPLIES	14,990	29,050	32,700	12.56%
5250 FUEL & GASOLINE	2,637	5,960	6,360	6.71%
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	1,250	1,250	0.00%
5500 TRAINING	2,000	3,300	3,000	-9.09%
TOTAL	57,852	90,630	97,450	7.53%
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	10,000	1,500,000	0.00%
6400 EQUIPMENT	24,113	-	110,000	#DIV/0!
6800 INTANGIBLES	-	-	50,000	0.00%
TOTAL	24,113	10,000	1,660,000	16500.00%
TOTAL COST	1,071,386	1,175,166	2,821,071	140.06%

Fund	<i>General Fund - 001</i>
Department	<i>Public Services - Fleet Mgmt 3310-519</i>
Line Item #	<i>1400</i>
Line Item Description	<i>Overtime</i>

Item	Description	Justification	Estimated Cost
1	Overtime	Over time for shop and on call	25,688

Total Cost	\$ 25,688
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Cleaning of offices	Insures clean offices/restrooms	1,500

Total Cost	\$ 1,500
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Rosenbauer training factory school is located in Wyoming MN 55092	This covers our Rosenbauer FIRE TRUCKS (Repair/Maintenace) which allows us to	2,500
2	Rosenbauer Ladder truck located in Wyoming MN	Allows us to perform these repairs in house. Covers the diagnostics & repairs of Kohler Rooms/Meals/Car rental	2,000
3	Westco turf school	Allows us to perform in house repairs. Covers diagnostic and repairs of the Toro equipment - Room/Meals.	2,000

Total Cost	\$ 6,500
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Fund	General Fund - 001
Department	Public Services - Fleet Mgmt 3310-519
Line Item #	4200
Line Item Description	Freight & Postage

Total Cost	\$ 100
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Total Cost	\$ 9,040
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	Automatic gate photo eye assemblies at Main Fuel Island (x2)	Replace broken key pad readers as needed	2,500
2	CNG pumping station at main fuel island. Includes compressor/dryers/keypads	Needed funds to cover scheduled maintenance as well as repairs	5,000
3	Lifts/Hoist in both shops	Required safety inspections by OSHA Section 5A1 and ANSI 4-Lifts @ \$250/inspection	1,000
4	Shop compressor maintenace and repairs	Covers cost of compressor (maintenance & repairs)	2,000
5	Main fuel isalnd (Diesel & Gas)	Needed funds to cover scheduled maintenance and repairs	5,000
6	Roll-up entrance bay doors	Ongoing replacement due to age/condition. Funds will allow for door maintenace/repiair	3,500
7	Repair/Replacement of unforeseen building items (2 buildings)	Needed funds to cover any maintenace	2,500
8	Fire Extinguisher		1,000

Total Cost	\$ 22,500
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	Fleet has 8 vehicles average age 20 years old	Schedule maintenace as well as any unforeseen repairs	13,000

Total Cost	\$ 13,000
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Printer ink/paper/office supplies	Items used in daily paper work	1,500

Total Cost	\$ 1,500
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Misc. shop diposals	Cost of operations - toilet paper/hand cleaner/first aid supplies/floor cleaner/safety glasses	1,500
2	New and replacement of Techs hand and air tools	Age/condition of various equipment. Also new tooling technology. 11 techs @ \$700/ea.	7,700
3	Saftey Clean (Parts washer)	Outsourcing allows clean product and proper disposal of old product	2,550
4	Safety shoes 14 @ \$150.00	Required (City Policy)	2,100
5	Shop supplies expendables (electrical)	Cost of operations electrical connectors,wiring,fuses,misc supplies	2,250
6	Shop supplies expendables (Hardware)	Cost of operations nuts/bolts/speacialty items raw materials(Metal tubing/brass fittings/welding supplies)	4,000
7	Uniforms	City provides uniforms costing based oncurrent uniform cost	6,600
8	Unscheduled repair/replacement of shop tools	Age/condition of varios equipment mandates budgeting funds to cover unknown repaires	3,500
9	Yearly licence fees various software programs	Mack,Catipillar,Cummins(CNG)	2,500

Total Cost	\$ 32,700
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	CNG Fuel	1 service truck is dual fuel(CNG & Unleaded) based on 450 gallons @2.00 per gallon	900
2	Diesel Fuel	2 service trucks operate on diesel fuel based on 450 gallons @3.00 per gallon plus 10%	1,485
3	Unleaded Fuel	Unleaded fuel for 6 units based on 1300 gallons @ 2.50 per gallon plus 10%	3,575
4	Propane For Fork Lift		400

Total Cost	\$ 6,360
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	ASE Certifications	Ecourage techs to maintain certifications	1,000
2	FLAGFA	Florida Association of Government Fleet Administrators. Yearly dues to belong to this organization	250

Total Cost	\$ 1,250
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Fund	General Fund - 001
Department	Public Services - Fleet Mgmt 3310-519
Line Item #	5500
Line Item Description	Training

Item	Description	Justification	Estimated Cost
1	Darley pump training	Fire pump training	2,000
2	Excel training	Training on Excel program	500
3	Rosenbauer Training Factory school is located on Wyoming MN	This covers repair/maintenance on new Fire Trucks.	500

Total Cost	\$ 3,000
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
1	New shop/building	Shop space that will hold the tower and sanitaion trucks for maintenace	1,500,000

Total Cost	\$ 1,500,000
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Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt 3310-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Used service truck to replace 19-248 (1990)	Used Catipillar service truck to replace old service truck do to obsolete parts/age	80,000
2	New Ford Ranger 4x4	Replace ranger at Fleet Bad transmission	30,000

Total Cost	\$ 110,000
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Fund	<i>General Fund - 001</i>
Department	<i>Public Services - Fleet Mgmt 3310-519</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangibles</i>

Total Cost	\$ 50,000
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CITY OF AOPKA STREET IMPROVEMENTS

101 - 3412

LINE ITEM DETAIL

	2019 ACTUAL	2020 BUDGET	2021 ADOPTED	PERCENT CHANGE
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	263,370	313,586	463,205	47.71%
1210 LONGEVITY PAY	-	978	1,385	41.56%
1400 OVERTIME	19,212	22,840	22,840	0.00%
1600 OTHER REIMBURSED ALLOWANCES	480	960	960	0.00%
2100 F.I.C.A.	20,170	25,885	37,362	44.34%
2200 RETIREMENT CONTRIBUTION	51,328	59,011	89,375	51.46%
2300 LIFE AND HEALTH INSURANCE	49,888	73,779	113,426	53.74%
2400 WORKERS COMPENSATION	23,827	16,754	21,537	28.54%
TOTAL	428,275	513,793	750,090	45.99%
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	60,000	50,000	0.00%
3200 AUDIT SERVICES	-	-	-	0.00%
3400 OTHER CONTRACTUAL SERVICES		120,000	336,000	0.00%
4000 TRAVEL & PER DIEM	11		200	
4100 COMMUNICATIONS	-	1,800	3,600	0.00%
4200 FREIGHT & POSTAGE	71	150	200	33.33%
4300 UTILITY SERVICES	128,316	36,500	60,500	65.75%
4310 STREETLIGHTS	1,168,832	1,453,500	1,296,849	-10.78%
4400 RENTAL & LEASES	24,106	38,388	37,500	-2.31%
4600 REPAIR AND MAINTENANCE	64,895	175,500	212,850	21.28%
4607 ROAD RESURFACING	3,715	800,000	1,500,000	87.50%
4612 STREET STRIPPING	850	40,000	85,000	112.50%
4650 VEHICLE MAINTENANCE	37,524	45,000	45,000	0.00%
4900 OTHER CHARGES	14,512	42,000	30,000	-28.57%
4910 MISC EXPENSE ADJUSTMENT FY 18	-			
5100 OFFICE SUPPLIES	492	500	300	-40.00%
5200 OPERATING SUPPLIES	30,283	58,480	67,220	14.95%
5201 MEDIAN LANDSCAPING	-	15,000	10,000	-33.33%
5203 SIDEWALK/CURB REPAIRS	123,203	150,000	220,000	46.67%
5204 STREET SIGN REPLACEMENT	18,962	50,000	33,500	-33.00%
5205 GRAFFITI REMOVAL	-	500	500	0.00%
5250 FUEL & GASOLINE	21,621	27,500	27,500	0.00%
5300 ROAD MATERIALS & SUPPLIES	6,711	35,000	45,000	28.57%
5400 BOOKS, Pubs, Subs & Memberships	-	1,000	1,200	20.00%
5500 TRAINING	529	2,500	8,500	240.00%
TOTAL	1,644,633	3,153,318	4,071,419	29.12%

CITY OF AOPKA
STREET IMPROVEMENTS
101 - 3412

LINE ITEM DETAIL

	2019	2020	2021	PERCENT
CAPITAL OUTLAY:				
6100 LAND	-	-	-	0.00%
6200 BUILDINGS	-	50,000	100,000	0.00%
6300 INFRASTRUCTURE	-	-	-	0.00%
6303 ROAD RESURFACING	-	-	100,000	0.00%
6306 SIDEWALK NEW CONSTRUCTION	-	-	-	#DIV/0!
6400 EQUIPMENT	75,086	115,000	171,700	49.30%
6800 INTANGIBLE ASSETS	-	-	80,000	#DIV/0!
TOTAL	75,086	165,000	451,700	173.76%
TRANSFERS:				
9101 TRANSFER TO GENERAL FUND	-	-	-	0.00%
TOTAL	-	-	-	0.00%
TOTAL COST	2,147,994	3,832,111	5,273,209	37.61%

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime	(4) Hours per week @ 52 weeks= 208 hrs. @ \$30.00/ hr. To repair traffic lights, roads, traffic signs, street lights, fallen trees, and sidewalk repairs	6,240
2	Standby Time	(9) hrs. / week @ \$20.00/hr. for 52 weeks	9,360
	Overtime Events		
3	Christmas Parade	Staffing to clean streets/sidewalks after Parade operating street sweepers, 40hrs at \$28/ hr.	1,120
4	MLK JR. Parade	Staffing to maintain grounds, setup and breakdown during the event, 20hrs at \$28/ hr.	560

Total Cost	\$ 17,280
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Fund	<i>Street Improvement Fund 101</i>
Department	<i>Six Cent Gas Tax 3412-541</i>
Line Item #	<i>1600</i>
Line Item Description	<i>OTHER REIMBURSED ALLOWANCES</i>

Total Cost	\$ 1,440
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Pavement/Roadway Maintenance Study	Contract with firm to evaluate and grade City's 195+ miles of roadways. This will be the starting point for the City's future roadway maintenance program.	50,000

Total Cost	\$ 50,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
		<i>Maintenance/emergency contract for repair of City's traffic signals due to damage. City staff has not been able to make the needed repairs in a timely manner with one Traffic Technician.</i>	
1	<i>Traffic Signal Emergency Contingency Plan</i>		50,000
2	<i>Signal Mast Arm Inspection</i>	<i>Inspection of 8 per FY of 40 Signals</i>	16,000
3	<i>ROW Mowing Contract</i>	<i>Mowing of City ROW</i>	220,000
4	<i>Medjool Palm Maintenance</i>	<i>Quarterly Pest and Fert Maintenance</i>	10,000
5	<i>Medjool Palm Trimming</i>	<i>Quarterly Trimming</i>	15,000
6	<i>Fountain Maintenance</i>	<i>Weekly PM of McGee Ave</i>	10,000
7	<i>Sidewalk Scarification</i>	<i>Scarify sidewalks throughout the City</i>	15,000

Total Cost	\$ 336,000
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4000
Line Item Description	Travel & Per Diem

Item	Description	Justification	Estimated Cost
1	Tolls	Tolls	200

Total Cost	\$ 200
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4100
Line Item Description	Communications Services

Item	Description	Justification	Estimated Cost
1	Equipment GPS Units	Monthly cell service for units. 15 units @ \$20 per unit.	3,600

Total Cost	\$ 3,600
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Fund	Street Improvement Fund	101
Department	Six Cent Gas Tax	3412-541
Line Item #	4200	
Line Item Description	Freight & Postage	

Item	Description	Justification	Estimated Cost
1	Postage/Freight	Regulatory correspondence, package freight	200

Total Cost	\$ 200
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4300
Line Item Description	Utility Services

Item	Description	Justification	Estimated Cost
1	Electric	Electric service for buildings and lighting	10,000
2	Water/Sewer	Water/Sewer service for buildings	5,500
3	Water/Sewer	Water cost for medians and fountains	
4	Traffic Signals	Electric cost for City's Traffic Signals, school crossing and other flashing signal crossing/warnings	40,000
5	Irrigation Water Meters	Water cost of medians throughout the City	5,000

Total Cost	\$ 60,500
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4310
Line Item Description	Utility Services- Street Lights

Item	Description	Justification	Estimated Cost
1	Citywide Median Charges	Electric Charges	530,849
2	Subdivisions Streetlights	In Agreement HOA Streetlights	702,000
3	Potential Streetlights	Potential Subdivisions in Agreement with City	64,000

Total Cost	\$ 1,296,849
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	RR. Lease #625261	34-020 Lake Doe Lease	2,500
2	RR. Lease #625264	34-034 Marshall Leak Shared with Orange County	4,000
3	RR Lease #625266	34-032 4th St & Lake Ave	2,500
4	RR Lease #625267	34-019 Lake Ave	2,500
5	RR Lease #625269	Park Ave	2,500
6	RR Lease #625271	34-017 8th Street	2,500
7	RR Lease #625272	34-035 Robinson	2,500
8	RR Lease #625276	34-015 Lakeville	2,500
9	RR Lease Bradshaw	Bradshaw	2,500
10	Emergency Rental/Lease	Rental or lease for wood chipper, pump, MOT, or other equipment due to storm or other event	8,500
11	Barricade/MOT Rental	Rent or lease barricades, cones, signage, for City events	5,000

Total Cost	\$ 37,500
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Tree/Landscape Removal	Removal of hazardous trees and landscape along the City's ROW	50,000
2	441/436 Street Lights	PM maintenance preformed on 441/436 Street lights	20,000
3	441/436 Street Light Down Poles	Replacement of down Poles	8,000
4	Flash Signals	Monthly Maintenance of 15 locations.	5,500
5	Traffic Signal Maintenance - Overhead	PM/Replacement of batteries, lights, etc.	20,000
6	Traffic Signal Maintenance - Cabinet	Monthly Maintenance at 40 locations. LED, bulb, mast arm, wiring, bolts, fittings, etc.	55,000
7	Traffic Signal Maintenance - Detection	Monthly Maintenance at 40 locations. Wiring, electrical fittings, load switches, conflict monitors, controllers, filters, etc..	25,000
8	Traffic Signal Maintenance - Mast Arm/Upright Painting	Monthly Maintenance at 40 locations. Loops, Cameras, and other advance detection	28,000
9	Fire Extinguisher	Painting 8 per FY of 40 Signals	1,350
		Renewal or Replacement 18 units	

\$ 212,850

Total Cost

Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4607
Line Item Description	Road Resurfacing

Total Cost	\$ 1,500,000
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4612
Line Item Description	Street Stripping

Item	Description	Justification	Estimated Cost
1	Striping/Thermoplastic	Re-striping/Thermoplastic of City streets in poor condition throughout the City	70,000
2	Striping/Thermoplastic	Re-striping/Thermoplastic of School and Ped Zones	15,000

Total Cost	\$ 85,000
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4650
Line Item Description	Vehicle Maintenance

Total Cost	\$ 45,000
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	4900
Line Item Description	Other Charges

Item	Description	Justification	Estimated Cost
1	Landfill/Roll Off Charges	ROW debris, tree trimming, chipper, and landscape debris	20,000
2	Landfill/Roll Off Charges - Hazardous Waste	Tires and other ROW items that have been deemed hazardous waste	10,000

Total Cost	\$ 30,000
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	5100
Line Item Description	Office Supplies

Item	Description	Justification	Estimated Cost
1	Office Supplies	Division Supplies	300

Total Cost	\$ 300
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Uniforms	City Provided, 13 @ \$260 per year	3,400
2	Safety Shoes	City Provided, 13 @ \$150 per year	1,950
3	PPE	Safety Glasses, Gloves, Hardhats, Ear Plugs	2,500
4	Hand Tools	Replacement of shovels, rakes and other hand tools	1,500
5	Streets/Concrete Tools	Replacement of asphalt and concrete had tools	1,200
6	Personal Hygiene Perishables	Hand towels, rags, soap, etc.	450
7	MOT - Barricades	Replacement of damaged or stolen barricades	3,000
8	MOT - Safety Cones	Replacement of damaged or stolen safety cones	2,500
9	Daily Supplies	Nuts, bolts, screws, brackets, screw drivers, wrenches and other repair items	3,000
10	Battery Powered Hand Tools	Repair/Replacement of battery powered drills, hammer drills, saws, flash lights, etc.	5,000
11	Sod/Turf	Replacement of sod along City's ROWs caused by damage from traffic, sidewalk replacement, washouts, etc.	3,000
12	Form Boards	Concrete forms and expansion joint material	3,000
13	Hazards Spill Control	Kits and material to control hazards spills on City roadways and ROW	4,000
14	Sand Bags	Sand bags in the event of flooding or Hurricane	5,000
15	Sand	Sand for sand bags in the event of flooding or Hurricane	7,000
16	2cycle Oil	Use for small 2cycle equipment	1,000
17	Small Equipment Perishables	Bar oil, chainsaw blades, chainsaw bars, stump grinder teeth, pole saw blades, pole saw bars, concrete saw blades, saw saw blades, drill bits, etc.	5,500
18	Pesticides	Herbicides, pesticides to control issues on City's ROW	2,500
19	Pesticide Spill Kits	To clean up area in the event of a spill	500
20	Landscape Supplies	Debris bags, mower/edger blades, weed eater string, hand trimmers, pick up sticks, etc.	4,500
21	Landscape Mulch/Plantings	Replace mulch and plants at City own islands/ROW	2,500
22	Irrigation Parts	PM and replacement City ROW and Islands	3,000
23	iPads for division's use	2 @ 360	720
24	Monitors	2 @ 250 for operation manager	500

Total Cost	\$ 67,220
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5201</u>
Line Item Description	<u>Median Landscaping</u>

Item	Description	Justification	Estimated Cost
1	Median Landscaping	Up keep on median islands throughout the City plant replacement, irrigation repairs, fertilizing and herbicides.	10,000

Total Cost	\$ 10,000
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	5203
Line Item Description	Sidewalk/Curb Repairs

Item	Description	Justification	Estimated Cost
1	Sidewalk Repairs	Sidewalk and curb replacement/repair caused by traffic, trees, tree roots, and other sources.	150,000
2	Sidewalk Repairs 10 Year Plan	Year 2 of 10 year sidewalk replacement program	70,000

Total Cost	\$ 220,000
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	5204
Line Item Description	Street Sign Replacement

Total Cost	\$ 33,500
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	5205
Line Item Description	Graffiti Removal

Total Cost	\$ 500
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Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Total Cost	\$ 27,500
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Fund	Street Improvement Fund 101
Department	Six Cent Gas Tax 3412-541
Line Item #	5300
Line Item Description	Road Materials and Supplies

Item	Description	Justification	Estimated Cost
1	Road Materials	Asphalt mix (hot), cold patch, Portland cement, concrete fines, lime rock base, #57 stone, etc.	45,000

Total Cost	\$ 45,000
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Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Total Cost	\$ 1,200
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	MOT Training	MOT training for current and new staff	1,000
2	ISMA Training	Required to Work on Traffic Signals renewals	3,000
3	FDOT Training	and new	2,000
4	Pesticide Training	Roadway Safety Training	1,500
5	Misc. Training	Roadway/ROW Spraying Training	1,000
		Classes, new hires, safety reminders	

Total Cost	\$ 8,500
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Fund	<i>Street Improvement Fund 101</i>
Department	<i>Six Cent Gas Tax 3412-541</i>
Line Item #	<i>6200</i>
Line Item Description	<i>Buildings</i>

Item	Description	Justification	Estimated Cost
1	Streets Shop	New Shed type building to accommodate sign shop and storage of streets equipment.	100,000

Total Cost	\$ 100,000
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Fund	<i>Street Improvement Fund 101</i>
Department	<i>Six Cent Gas Tax 3412-541</i>
Line Item #	<i>6304</i>
Line Item Description	<i>Sidewalk New Construction</i>

Item	Description	Justification	Estimated Cost
1	New Sidewalks		100,000

Total Cost	\$ 100,000
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**CITY OF APOKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Ford F-550 Crew Cab	To replace unit 20-0728 current unit that has over 200k miles. Repairs to current have exceeded auction price	62,000
2	Ford F-250 Ext Cab	To replace unit 19-0868 current unit that has over 250k miles. Repairs to current have exceeded auction price	42,000
3	Generator x1	To use when traffic signals loose power. Replacement of old/outdated units	1,300
4	Light Tower x1	To use when working on City roadways at night or during power outages	10,000
5	Stump Grinder	To replace current unit that is in bad repair. 12+ years old.	35,000
6	Sign/Message Board	MOT to alert citizen of City wide message or maintenance work	20,000
7	Laptop	Signal Maintenance- replacement for outdated laptop- needed to program traffic signals	1,400

Total Cost	\$ 171,700
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Fund	<i>Street Improvement Fund 101</i>
Department	<i>Six Cent Gas Tax 3412-541</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangibles</i>

Total Cost	\$ 80,000
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CITY OF APOPKA INMATE PROGRAM

101 - 3414

LINE ITEM DETAIL

	2019	2020	2021	PERCENT
	ACTUAL	BUDGET	ADOPTED	CHANGE
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	33,091	33,620	-	-100.00%
1210 LONGEVITY PAY	-	112	-	-100.00%
1400 OVERTIME	967	960	-	-100.00%
2100 F.I.C.A.	2,570	2,654	-	-100.00%
2200 RETIREMENT CONTRIBUTION	6,288	6,050	-	-100.00%
2300 LIFE AND HEALTH INSURANCE	7,103	8,834	-	-100.00%
2400 WORKERS COMPENSATION	450	327	-	-100.00%
TOTAL	50,468	52,557	-	-100.00%
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	232,087	234,400	116,000	-50.51%
4000 TRAVEL & PER DIEM	1,484	2,500	1,250	0.00%
4100 COMMUNICATION	769	-	720	0.00%
4200 POSTAGE	-	100	200	100.00%
4400 RENTAL & LEASES	-	-	3,540	-16.53%
4600 REPAIR AND MAINTENANCE	-	-	220	-36.07%
4650 VEHICLE MAINTENANCE	16,464	11,980	10,000	-32.08%
5200 OPERATING SUPPLIES	3,037	8,540	5,460	-36.07%
5250 FUEL & GASOLINE	18,537	13,250	9,000	-32.08%
TOTAL	272,378	270,770	146,390	-45.94%
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	0.00%
6400 EQUIPMENT	-	70,000	70,000	0.00%
TOTAL	-	70,000	70,000	0.00%
TOTAL COST	322,846	393,327	216,390	-44.98%

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund
Department
Line Item #
Line Item Description

Street Improvement Fund 101
Inmate Program 3414-541
3400
Other Contractual Services

Item	Description	Justification	Estimated Cost
1	Department of Corrections Agreement Work Squad W1164	Continue to support the work efforts throughout the City	58,000
2	Department of Corrections Agreement Work Squad W1152	Continue to support the work efforts throughout the City	58,000
Total Cost			\$ 116,000

Fund	Street Improvement Fund 101
Department	Inmate Program 3414-541
Line Item #	4000
Line Item Description	Travel & Per Diem

Total Cost	\$ 1,250
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Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Total Cost	\$ 720
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Fund	Street Improvement Fund 101
Department	Inmate Program 3414-541
Line Item #	4200
Line Item Description	Freight & Postage

Item	Description	Justification	Estimated Cost
1	Communication to DOC	USPS Postage	200

Total Cost	\$ 200
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Fund	Street Improvement Fund 101
Department	Inmate Program 3414-541
Line Item #	4400
Line Item Description	Rental & Leases

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Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Total Cost	\$220
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Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Total Cost	\$ 10,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
Work Squad 1164			
1	PPE	Safety Glasses, Gloves, Hardhats, Ear Plugs	500
2	Hand Tools	Replacement of shovels, rakes, pruning sheers and other hand tools	650
3	Personal Hygiene Perishables	Hand towels, rags, soap, etc.	200
4	2cycle Oil	Use for small 2cycle equipment	200
5	Power Equipment Perishables	Weed eater string, edger blades, mower blades, and chainsaw blades	480
6	Backpack Blower	Replacement	350
	Edger	Replacement	350
Work Squad 1152			
7	PPE	Safety Glasses, Gloves, Hardhats, Ear Plugs	500
8	Hand Tools	Replacement of shovels, rakes, pruning sheers and other hand tools	650
9	Personal Hygiene Perishables	Hand towels, rags, soap, etc.	200
10	2cycle Oil	Use for small 2cycle equipment	200
11	Power Equipment Perishables	Weed eater string, edger blades, mower blades, and chainsaw blades	480
12	Edger	Replacement x2	700

Total Cost	\$ 5,460
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Fund	Street Improvement Fund 101
Department	Inmate Program 3414-541
Line Item #	5250
Line Item Description	Fuel and Gasoline

Total Cost	\$ 9,000
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Fund	Street Improvement Fund 101
Department	Inmate Program 3414-541
Line Item #	6400
Line Item Description	Equipment & Machinery

Item	Description	Justification	Estimated Cost
1	Ford E-350 Van	To replace Unit 1437. This unit is 6+ years old and is constantly in need of repair. This year the cost to repair unit exceeded its auction value.	35,000
2	Ford E-350 Van	To replace Unit 1091. This unit is 6+ years old and is constantly in need of repair. This year the cost to repair unit exceeded its auction value.	35,000

Total Cost	\$ 70,000
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CITY OF AOPKA STORMWATER FUND

120 - 3151

LINE ITEM DETAIL

		2019 ACTUAL	2020 BUDGET	2021 ADOPTED	PERCENT CHANGE
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	64,411	50,000	50,000	0.00%
3400	OTHER CONTRACTUAL SERVICES	-	100,000	158,000	0.00%
3410	TAX COLLECTOR ADMIN FEE	14,536			
4100	COMMUNICATIONS	-	700	720	0.00%
4400	RENTALS AND LEASES	357		10,000	
4600	REPAIR & MAINT.-BLDG. & EQUIPMENT	26,876		200	
4650	VEHICLE MAINTENANCE	8	19,500	10,000	0.00%
4900	OTHER CHARGES	25,767	73,000	48,000	-34.25%
5100	OFFICE SUPPLIES	-	-	100	
5200	OPERATING SUPPLIES	5,666	45,940	48,900	0.00%
5250	FUEL & GASOLINE	-	17,250	17,250	100.00%
5400	BOOKS,PUBS, SUBS & MEMBERSHIPS	-	3,750	3,750	
5500	TRAINING	-	-	5,950	100.00%
TOTAL		137,621	310,140	352,870	13.78%
CAPITAL OUTLAY:					
6100	LAND ACQUISITION	-	-	-	0.00%
6300	INFRASTRUCTURE	51,654	250,000	2,250,000	800.00%
6400	EQUIPMENT	-	440,000	130,100	
6800	INTANGIBLES	-	-	50,000	0.00%
TOTAL		51,654	690,000	2,430,100	252.19%
TRANSFERS OUT:					
9101	TRANSFER TO GENERAL FUND	61,805	61,805	61,805	0.00%
9111	TRANSFER TO STREET IMPROVEMENT FUND	-	-	-	0.00%
TOTAL		61,805	61,805	61,805	0.00%
TOTAL COST		251,080	1,061,945	2,844,775	167.88%

CAPITAL OUTLAY

6300 - Improvements:

Total Improvements

\$ -

6400 - Equipment:

Total Equipment

\$ -

\$ -

Total Capital Outlay

\$ -

Fund	Stormwater Fund - 120
Department	Stormwater 3151-538
Line Item #	1400
Line Item Description	Overtime

Total Cost	\$ 7,280
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Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Total Cost	\$ 50,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Street Sweeping Services	Cost for sweeping the City's streets	121,000
2	Pond Fountains	Yearly maintenance	12,000
3	Stormwater Pond Treatments	Aquatic Maintenance of Martin's Pond and other stormwater retention ponds throughout the City	25,000

Total Cost	\$ 158,000
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Fund	<i>Stormwater Fund - 120</i>
Department	<i>Stormwater 3151-538</i>
Line Item #	<i>4100</i>
Line Item Description	<i>Communications</i>

Total Cost	\$ 720
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Fund	<i>Stormwater Fund - 120</i>
Department	<i>Stormwater 3151-538</i>
Line Item #	<i>4400</i>
Line Item Description	<i>Rentals & Leases</i>

Total Cost	\$ 10,000
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
			-

Total Cost	\$ -
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Fund	<i>Stormwater Fund - 120</i>
Department	<i>Stormwater 3151-538</i>
Line Item #	<i>4600</i>
Line Item Description	<i>Repair & Maintenance</i>

Item	Description	Justification	Estimated Cost
1	Fire Extinguishers	Annual Maintenance & Certifications	200

Total Cost	\$ 200
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Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Total Cost	\$ 10,000
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	National Pollutant Discharge Elimination System (NPDES) Services	Cost of NPDES services of the DEP	8,000
2	Property Appraiser Parcels	Cost of stormwater non ad valorem fees collected by Orange County Property Appraiser	20,000
3	Roll off/Dumping Fees	Fees for removal of debris from sweeper and stormwater system throughout the City	20,000

Total Cost	\$ 48,000
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Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Office Supplies	Paper ,pens, toner/ink	100

Total Cost	\$ 100
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Uniforms	City Provided, 5 @ \$260 per year	1,300
2	Safety Shoes	City Provided, 5 @ \$150 per year	750
4	PPE	Safety Glasses, Gloves, Hardhats, Ear Plugs	1,000
5	Radios	Used to commutate with personnel	5,000
6	Hand Tools	Shovels, rakes and other hand tools	1,000
7	Personal Hygiene Perishables	Hand towels, rags, soap, etc.	550
8	MOT - Barricades	Replacement/New barricades	2,500
9	MOT - Safety Cones	Replacement/New cones	2,000
10	MOT - Signage	Replacement/New Signage	1,500
11	Daily Supplies	Nuts, bolts, screws, brackets, screw drivers, wrenches and other repair items	3,500
12	Battery Powered Hand Tools	Repair/Replacement of battery powered drills, hammer drills, saws, flash lights, etc.	7,500
13	Hazards Spill Control	Kits and material to control hazards spills on City roadways and ROW	2,000
14	2cycle Oil	Use for small 2cycle equipment	300
15	Small Equipment Perishables	Bar oil, blades, chainsaw bars, concrete saw blades, saw saw blades, drill bits, etc.	5,000
16	Base Course Material	Lime rock, sand, millings, other base material for Stormwater repairs	10,000
17	Pipe/Manhole Repair	Point liners, grout, and point repair kits	5,000

Total Cost	\$ 48,900
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Fund	Stormwater Fund - 120
Department	Stormwater 3151-538
Line Item #	5250
Line Item Description	Fuel and Gasoline

[illegible]

Total Cost	\$ 17,250
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Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	Florida Utility Association Memberships	Membership Fee	1,500
2	Florida Stormwater Association Memberships	Membership Fee	950
3	Stormwater Training Manuals	Manuals for training staff	1,300

Total Cost	\$ 3,750
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Fund	<i>Stormwater Fund - 120</i>
Department	<i>Stormwater 3151-538</i>
Line Item #	<i>5500</i>
Line Item Description	<i>Training</i>

Total Cost	\$ 5,950
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
1	Drainage City Wide	City wide project for the improvement of the existing drainage systems and additional installations of new systems as the City grows	150,000
2	Pipe Lining	Lining existing storm water piping for protection of erosion and roadway depressions	100,000
3	Dream Lake Nutrient Removal System	Nutrient Removal baffle boxes	500,000
4	Border Lake Flood Mitigation	Border Lake pumping and filtration into reclaim system (50% funding)	1,400,000
5	Fran Carlton Drainage	Reroute drainage pipe under the building	100,000

Total Cost	\$ 2,250,000
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CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21

Fund	Stormwater Fund - 120
Department	Stormwater 3151-538
Line Item #	6400
Line Item Description	Equipment & Machinery

Item	Description	Justification	Estimated Cost
1	10' x 16' Sided Trailer	Needed to transport equipment and tools to job sites throughout the City	2,800
2	Stormwater Transporter	Piping camera and launching platform to inspect, repair, and maintain the City's Stormwater system. Currently the City has no way to inspect or catalog the system.	25,000
3	6" Pump	To dewater and/or remove water from structures and pipes for inspections and maintenance. Can be used for emergencies to clear flooded roadways. Piping included.	50,000
4	GPS Units	Used for asset tracking and cataloging City's Stormwater system	2,800
5	Upgrade Computer	Computer station with more space and the compatibility to use ArcGIS, Google Sketchup, Dark Table, and Google Earth. The ArcGIS program would allow me to assist the GIS Analyst in updating and creating maps, view stormwater inventory, identify lake locations, and construction sites. Google SketchUp is for creating models used for education outreach, sustainability models involving stormwater, water conservation and construction models. Dark Table for editing pamphlets and other models used for outreach education. Google Earth, to be able to look at locations where MS4 structures and lakes and safe access to them.	1,500
6	F250	Truck for additional crew	48,000

Total Cost	\$ 130,100
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Fund	<i>Stormwater Fund - 120</i>
Department	<i>Stormwater 3151-538</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Office Supplies</i>

Item	Description	Justification	Estimated Cost
1	Asset Management Program	Asset Management Software	50,000

Total Cost	\$ 50,000
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Budget Requests (Wish List)

Department

Public Services

Division

Facilities -1022

ACCOUNT DESCRIPTION	DESCRIPTION/JUSTIFICATION	AMOUNT
REG. SALARIES & WAGES		
LONGEVITY PAY		
PROFICENCY PAY		
OTHER SALARIES & WAGES		
OVERTIME	Standby / Facilities staff call-out	11700
SPECIAL PAY		
SALARIES & WAGES		11700
PROFESSIONAL SERVICES		
OTHER CONTRACTUAL SERVICES		
TRAVEL & PER DIEM		
COMMUNICATION SERVICES		
FREIGHT & POSTAGE		
RENTALS & LEASES		
LIABILITY & CASUALTY INSURANCE		
REPAIR & MAINT - BLDG & EQUIP		
VEHICLE MAINTENANCE		
PRINTING SERVICES		
PROMOTIONAL ADVERTISING		
PUBLIC RELATIONS		
LEGAL ADVERTISING		
OPERATING SUPPLIES		
FUEL & GASOLINE		
BOOKS,PUBS,SUBS & MEMBSHP		
TRAINING		
OPERATING EXPENSES		0
CAPITAL - BUILDING		
CAPITAL - EQUIPMENT		
CAPITAL OUTLAY		0
TOTAL		11700

Budget Requests (Wish List)

Department
Division

Public Services
Fleet -3310

ACCOUNT DESCRIPTION	DESCRIPTION/JUSTIFICATION	AMOUNT
REG. SALARIES & WAGES	Administrative Support Clerk / Assist w/Fleet Purchasing	31029
LONGEVITY PAY		
PROFICENCY PAY		
OTHER SALARIES & WAGES		
OVERTIME		
SPECIAL PAY		
SALARIES & WAGES		31029
PROFESSIONAL SERVICES		
OTHER CONTRACTUAL SERVICES		
TRAVEL & PER DIEM		
COMMUNICATION SERVICES		
FREIGHT & POSTAGE		
RENTALS & LEASES		
LIABILITY & CASUALTY INSURANCE		
REPAIR & MAINT - BLDG & EQUIP		
VEHICLE MAINTENANCE		
PRINTING SERVICES		
PROMOTIONAL ADVERTISING		
PUBLIC RELATIONS		
LEGAL ADVERTISING		
OPERATING SUPPLIES		
FUEL & GASOLINE		
BOOKS,PUBS,SUBS & MEMBSHP		
TRAINING		
OPERATING EXPENSES		0
CAPITAL - BUILDING		
CAPITAL - EQUIPMENT		
CAPITAL OUTLAY		0
TOTAL		31029

CITY OF APOPKA
UTILITY ADMINISTRATION
401 - 3010

LINE ITEM DETAIL

		<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	510,805	645,711	632,450	-2.05%
1210	LONGEVITY PAY	807	2,086	2,210	5.92%
1400	OVERTIME	1,505	800	800	0.00%
1600	OTHER REIMBURSED ALLOWANCES	563	960	960	0.00%
2100	F.I.C.A.	33,444	49,691	48,686	-2.02%
2200	RETIREMENT CONTRIBUTION	86,437	113,283	116,465	2.81%
2300	LIFE AND HEALTH INSURANCE	61,842	107,124	110,981	3.60%
2400	WORKERS COMPENSATION	2,961	1,532	1,514	-1.18%
2600	OTHER POTEEMPLOYMENT BENEFITS OPEB	-	-	-	
2610	PENSION ADJUSTMENT	-	-	-	
2500	OTHER POST EMPL BENEFITS	-	-	-	
TOTAL		698,363	921,187	914,066	-0.77%
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	429	50,000	-	-100.00%
3400	OTHER CONTRACTUAL SERVICES	14,059	6,480	16,800	159.26%
4000	TRAVEL & PER DIEM	-	2,400	2,600	0.00%
4200	FREIGHT & POSTAGE	223	600	300	-50.00%
4300	UTILITY SERVICES	10,220	8,300	11,400	37.35%
4400	RENTAL & LEASES	150	155	850	448.39%
4600	REPAIR AND MAINTENANCE	5,003	10,250	4,300	-58.05%
4650	VEHICLE MAINTENANCE	730	1,500	1,500	0.00%
4700	PRINTING AND BINDING	127	500	250	-50.00%
4900	OTHER CHARGES	-	-	-	0.00%
5100	OFFICE SUPPLIES	2,831	3,000	8,000	166.67%
5200	OPERATING SUPPLIES	5,219	7,265	5,750	-20.85%
5201	VENDING SUPPLIES	-	1,200	1,200	0.00%
5250	FUEL & GASOLINE	919	500	900	80.00%
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	170	1,300	2,180	67.69%
5500	TRAINING	-	5,352	2,775	-48.15%
5401	NPL ADJUSTMENT	-	-	-	0.00%
TOTAL		40,080	98,802	58,805	-40.48%
CAPITAL OUTLAY:					
6200	BUILDINGS	-	230,000	230,000	0.00%
6300	INFRASTRUCTURE	-	-	-	0.00%
6400	EQUIPMENT	-	5,300	8,260	
6800	INTANGIBLES	-	-	50,000	0.00%
TOTAL		-	235,300	288,260	0.00%
TRANSFERS:					
9101	TRANSFER TO GENERAL FUND	6,241,453	6,241,453	6,241,453	0.00%
TOTAL		6,241,453	6,241,453	6,241,453	0.00%
TOTAL COST		6,979,896	7,496,742	7,502,584	0.08%

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>1600</u>
Line Item Description	Other Reimburse Allowances

Total Cost	\$ 480
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1			
2			

Total Cost	-
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	PS Admin Building	Monthly Janitorial Service Charge (12 @ \$1100)	13,200
2	Purchasing Warehouse	Monthly Janitorial Service Charge (12 @ \$100)	1,200
3	Copier Contract	Annual Maintenance Agreement	2,400
Total Cost			\$ 16,800

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	WEFTEC	Professional Conference	1,500
2	FWRC	Professional Conference	800
3	Miscellaneous Travel	Professional Seminars	300

Total Cost	\$ 2,600
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost

Total Cost		\$ -
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	Freight & Postage	Misc. charge for mailing of docs for projects	300

Total Cost	\$ 300
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Fund	Water & Wastewater Fund - 401
Department	Utility Administration 3010-539
Line Item #	4300
Line Item Description	Utility Services

[illegible]

Total Cost	\$ 11,400
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	Railroad Lease #54-106	Charge for phone cable under railroad tracks near 8th St.	155
2	Ricoh Printer Maint/Service Agreement	Service agreement for one shared printer (12 @ \$104.58/mo.), plus \$36/mo. For B/W copies	285
3	Ricoh Copier Maintenance/Lease Agreement	Annual Maintenance agreement for PS Admin copier (12 @ \$104.58)	210
4	Ricoh Copier Overage Charges	Extra copies B/W @ \$0.0059 per page, Color @ \$0.045 per page	200

Total Cost	\$ 850
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost

Total Cost	\$ -
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	Carpet Cleaning	Annual cleaning of carpets in PS Admin Building	1,200
2	Fire Extinguisher Service	Annual inspection of fire extinguishers	300
3	Misc. Equipment Repairs	Supplies for equipment repairs	800
4	Misc. Building Repairs	Supplies for building repairs	2,000

Total Cost	Total Base	\$	4,300
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Administration 3010-539</i>
Line Item #	<i>4650</i>
Line Item Description	<i>Vehicle Maintenance</i>

Total Cost	\$ 1,500
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Total Cost	\$ 250
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost

Total Cost	\$ -
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Total Cost	\$ 8,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Cleaning Supplies	Cleaning supplies for PS Admin	1,500
2	Employee Hospitality	Sympathy cards for employees	50
3	Janitorial Supplies	Paper toiletry products, garbage bags, paper towels, hand soap	1,500
4	Radio Batteries	Replacement batteries for Motorola Radios (5 @ \$100)	500
5	Christmas Luncheon	Annual Staff Event	1,200
6	Misc. Operating	Supplies for Admin	750
7	Adobe	Subscription for converting documents	250

Total Cost	\$ 5,750
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5201</u>
Line Item Description	<u>Vending Supplies</u>

Total Cost	\$ 1,200
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Total Cost	\$ 900
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	<i>Apopka Chief</i>	<i>Annual subscription</i>	25
2	<i>ASCE - American Society of Civil Engineers</i>	<i>Annual Membership</i>	325
3	<i>AWWA - American Water Works Association</i>	<i>Annual Membership</i>	240
4	<i>WEF- Water Environment Federation</i>	<i>Annual Membership</i>	190
5	<i>FES- Florida Engineering Society</i>	<i>Annual Membership</i>	180
6	<i>Miscellaneous Books</i>	<i>Technical Manuals</i>	120
7	<i>Professional Engineer</i>	<i>Bi-annual License Renewal</i>	150
8	<i>FSA - Florida Stormwater Association</i>	<i>Annual Membership</i>	950

Total Cost	\$ 2,180
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	WEFTEC	Annual Conference	900
2	FWRC	Annual Conference	500
3	Office Staff Seminars	Continuing Education	500
4	Software Courses	Continuing Education	375
5	Miscellaneous Professional Seminars	Continuing Education for Engineering License	500

Total Cost	\$ 2,775
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost

Total Cost	Total Base \$	-

Fund	Water & Wastewater Fund - 401
Department	Utility Administration 3010-539
Line Item #	6400
Line Item Description	Equipment & Machinery

Item	Description	Justification	Estimated Cost
1	Purchase New Copier		5,260
2	Purchase New Printer (lobby)		3,000

Total Cost	Total Base	\$ 8,260

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Plant Maintenance 3010-535</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangibles</i>

Total Cost	\$ 50,000
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CITY OF APOPKA
WATER PLANT
401-3111

LINE ITEM DETAIL

	2019	2020	2021	PERCENT
	ACTUAL	BUDGET	ADOPTED	CHANGE
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	338,733	347,353	367,580	5.82%
1210 LONGEVITY PAY	-	1,019	1,141	11.97%
1300 OTHER SALARIES AND WAGES	-	-	-	0.00%
1400 OVERTIME	7,007	15,600	15,600	0.00%
1600 OTHER REIMBURSED ALLOWANCES	480	-	-	0.00%
2100 F.I.C.A.	25,394	27,844	29,401	5.59%
2200 RETIREMENT CONTRIBUTION	63,830	55,624	61,845	11.18%
2300 LIFE AND HEALTH INSURANCE	57,869	69,905	72,780	4.11%
2400 WORKERS COMPENSATION	2,700	1,846	1,954	5.84%
2600 OTHER POST EMPL BENEFITS	-	-	-	0.00%
2610 PENSION ADJUSTMENT	-	-	-	0.00%
TOTAL	496,014	519,192	550,301	5.99%
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	250	5,750	5,750	0.00%
3400 OTHER CONTRACTUAL SERVICES	-	45,000	16,410	100.00%
4000 TRAVEL & PER DIEM	612	700	700	0.00%
4100 COMMUNICATIONS	-	960	-	0.00%
4200 FREIGHT & POSTAGE	50	300	300	0.00%
4300 UTILITY SERVICES	627,315	490,000	480,000	-2.04%
4400 RENTAL & LEASES	-	1,500	1,500	0.00%
4600 REPAIR AND MAINTENANCE	18,230	29,350	29,550	0.68%
4650 VEHICLE MAINTENANCE	5,234	7,000	7,000	0.00%
4700 PRINTING AND BINDING	-	-	1,000	#DIV/0!
4900 OTHER CHARGES	6,000	6,825	6,825	0.00%
4960 BAD DEBT EXPENSE	-	-	12,000	#DIV/0!
5100 OFFICE SUPPLIES	722	1,270	-	-100.00%
5200 OPERATING SUPPLIES	105,873	158,750	152,960	-3.65%
5220 WATER CONSERVATION PROGRAM	2,698	25,000	10,000	-60.00%
5250 FUEL & GASOLINE	15,265	18,500	18,500	0.00%
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	75	75	0.00%
5500 TRAINING	1,200	2,775	2,775	0.00%
5900 DEPRECIATION EXPENSE	-	-	-	-
TOTAL	783,449	793,755	745,345	-6.10%
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV. OTHER THAN BUILDINGS	135,292	-	2,325,000	0.00%
6400 EQUIPMENT	151,661	43,000	43,000	-
6800 INTANGIBLES	-	-	1,300	#DIV/0!
TOTAL	286,953	43,000	2,369,300	5410.00%
TRANSFERS:				
9101 TRANSFER TO GENERAL FUND	-	-	-	0.00%
TOTAL	-	-	-	0.00%
TOTAL COST	1,566,416	1,355,947	3,664,946	170.29%

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>1400</i>
Line Item Description	<i>Overtime</i>

Item	Description	Justification	Estimated Cost
1	Overtime	Overtime for responding to after-hours call-outs and plant emergencies (2 hrs/wk @ \$37.50/hr.)	3,900
2	Standby Time	Incentive time paid to the operators for being on after-hours standby (9 hrs./wk. @ \$25.00/hr.)	11,700

Total Cost	\$ 15,600
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>1600</i>
Line Item Description	<i>Other Reimburse Allowances</i>

Item	Description	Justification	Estimated Cost
1	Cell Phone Allowance	\$40 monthly	480

Total Cost	Total Base	\$ 480

Fund	Water & Wastewater Fund - 401
Department	Water Plant 3111-533
Line Item #	3100
Line Item Description	Professional Services

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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Lab Analysis - Yearly Contract Lab	Laboratory analysis of water samples to meet permit conditions	10,000
21	CUP Major Ion Analysis (12 @ \$135)	SJRWMD CUP Mandate - Condition #51 of CUP #3217	1,620
22	Disinfection Byproducts Analysis (16 @ \$150)	Disinfection byproducts analysis mandated by DEP Rule 62-550.514 F.A.C.	2,400
23	Nitrate/Nitrite Analysis (5 @ \$50)	Nitrate/Nitrite Analysis mandated by DEP Rule 62-550.512 F.A.C.	250
24	Hardness Analysis (5 @ \$28)	Hardness analysis used to field customer inquiries	140
25	Customer Requested Drinking Water Analysis	Customer requested drinking water analysis for the resolution of water quality complaints	500
26	Drinking Water Laboratory Proficiency Testing (2 @ \$750)	Semi-annual drinking water laboratory bacteriological proficiency testing mandated by DOH Rule 64E-1.106(6) F.A.C.	1,500

Total Cost	\$	16,410
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Water Plants' After-Hours Standby Operator Call-Out Mileage	The Water Plant operators do not take a City vehicle home for after-hours call-outs. They are paid standby mileage for travel in the personal vehicle to their after-hours calls.	700

Total Cost	\$	700
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>4200</i>
Line Item Description	<i>Freight & Postage</i>

Total Cost	\$ 300
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Fund	Water & Wastewater Fund - 401
Department	Water Plant 3111-533
Line Item #	4300
Line Item Description	Utility Services

Item	Description	Justification	Estimated Cost
1	Electric Services	Multiple locations withing division's budget	480,000

Total Cost	\$ 480,000
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>4400</i>
Line Item Description	<i>Rentals and Leases</i>

Total Cost	\$ 1,500
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Fund	Water & Wastewater Fund - 401
Department	Water Plant 3111-533
Line Item #	4600
Line Item Description	Repair and Maintenance - Bldg & Equip

Item	Description	Justification	Estimated Cost
1	Building Maintenance & Repairs	Maintenance of buildings and equipment at the Water Plants	15,000
2	Handheld Analyzer Calibrations & Repairs	Annual calibrations of handheld chlorine, pH, and turbidity meters, and repairs to field instruments	2,000
3	Annual Backflow Test Kit Calibration	Annual calibration of BFP test kit for completeion of annual BFP inspections	150
4	Fire Extinguisher Service	Annual service to the fire extinguishers for the Water Plants	400
5	Ground Stoage Tank Cleaning at 3 WTP's (3 @ \$4000/ea)	Periodic cleaning of Ground Storage Tank interiors needed to remove silt and debris from floor of the tanks.	12,000

Total Cost	\$ 29,550
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>4650</i>
Line Item Description	<i>Vehicle Maintenance</i>

Item	Description	Justification	Estimated Cost
1	Preventive and Corrective Maintenance - Vehicles	Maintenance and repairs to the Water Plants vehicles (7 vehicles)	5,000
2	Preventive and Corrective Maintenance - Grounds Equipment	Maintenance and repairs to the Water Plants grounds maintenance equipment	2,000

Total Cost	\$ 7,000
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>4700</i>
Line Item Description	<i>Printing Services</i>

Total Cost	\$ 1,000
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>4900</i>
Line Item Description	<i>Other Charges</i>

Item	Description	Justification	Estimated Cost
1	Annual DEP Operating License Fees	Annual DEP Operating License Fees for the five Water Plants (DEP Mandate 64-4.053(3) F.A.C.)	6,000
2	Diesel Fuel Storage Tank Annual Registrations (3 @ \$25)	Annual DEP Diesel Fuel Storage Tank Registrations	75
3	Drinking Water Laboratory Certification	Annual DOH drinking water laboratory certification for bacteriological testing	750

Total Cost	\$ 6,825
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4960</u>
Line Item Description	<u>Bad Debt Expenses</u>

Item	Description	Justification	Estimated Cost
1	Bad Debt Expenses	Bad Debt Expenses	12,000

Total Cost	\$ 12,000
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund Water & Wastewater Fund - 401
Department Water Plant 3111-533
Line Item # 5200
Line Item Description Operating Supplies

Item	Description	Justification	Estimated Cost
1	LaMotte Model 1200 Chlorine Colorimeter	Chlorine colorimeter for testing chlorine residuals on the plants for calibration of analyzers, distribution system testing, and customer requests	500
2	Chlorine Residual DPD Reagents (16 @ \$100)	DPD free chlorine residual reagents for testing field chlorine residuals in bacteriological sampling, distribution system monitoring and customer requests	1,600
3	Landscape Maintenance Supplies	Landscape maintenance supplies for the Water Plants' grounds maintenance	2,000
4	Herbicide Weed Killer (1 drums @ \$600/drum)	Herbicide weed killer for maintaining the grounds and fence lines on the Water Plants	600
5	Bee & Wasp Spray (6 cases @ \$100/ea.)	Bee & wasp spray for removal of nests on the Water Plants' tanks and buildings	600
6	Bleach pump sprayers (2 @ \$100)	Bleach pump sprayers used for cleaning and disinfection of the Water Plants' ground storage tank aerators	200
7	Water Hoses (5 @ \$50)	Replacement water hoses for the Water Plants for use in plant cleaning and maintenance	250
8	Broken Tool Replacement	Replacement of broken tools used in Water Plant maintenance and repairs	1,500
9	Janitorial Supplies	Janitorial supplies for keeping the Water Plants' buildings clean	500
10	Latex Gloves	Latex gloves for the operator's use with sample handling	200
11	Disinfectant Wipes (6 cases @ \$50)	Disinfectant wipes for use by the Water Plant operators when conducting compliance sampling	300
12	Hand Soap & Toiletries	Hand soap and toiletries for the restrooms on all Water Plants	500
13	Motorola Radio Batteries (5 @ \$90/ea.)	Replacement batteries for the Water Plants' communication radios	450
14	Painting Supplies	Painting supplies to maintain the aesthetic appearances of the buildings, pumps and piping on the Water Plants	2,000
15	Uniforms	City provided uniforms for the Water Plants' staff	2,160
16	Safety Shoes (7 @ \$150)	Safety shoes provided to the employees to reduce workplace injuries in the performance of their duties	1,050
17	Rubber Boots & Rain Gear (7 @ \$50)	Personal protective equipment for working in inclement weather and wet areas for the Water Plant operators	350
18	Sodium Hypochlorite (180,000 gal. @ \$0.64/gal.)	Sodium hypochlorite used for drinking water disinfection on five Water Plants	120,000
19	Calcium Hypochlorite-HTH (15 buckets @ \$180)	Calcium hypochlorite tablets and granular HTH for maintenance of the Water Plants' tank aerators and disinfection of wells	2,700
Lab Costs			
20	Bacteriological Testing Supplies	Supplies for conducting routine compliance, boil water advisory and customer requested bacteriological testing	13,000
27	Lab QA/QC Testing Supplies	QA/QC Testing Supplies for performing quality control testing on drinking water bacteriological testing	2,500

1300 for line #20 - IDEXX

Total Cost	\$ 152,960
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5220</u>
Line Item Description	<u>Water Conservation Program</u>

Item	Description	Justification	Estimated Cost
1	Water Conservation Incentive Program	The Water Conservation Incentive Program provides water customers rebate incentives to improve their irrigation systems to provide efficiencies to reduce water consumption on turf and landscape. The program is provided for in City Ordinance No. 2069.	10,000

Total Cost	\$ 10,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	Diesel Fuel for Generators (4,000 gal. @ \$3.00/gal.)	Diesel fuel for the Water Plants' standby generators	12,000
2	Fuel for Grounds Maintenance (500 gal. @ \$3.00/gal.)	Fuel for the Water Plants' grounds maintenance equipment	1,500
3	Fuel for Vehicles - Gasoline (1,250 @ \$2.50)	Fuel for the Water Plants' trucks	3,125
4	Fuel for Vehicles - CNG (1500 gal. @ \$1.25/gal.)	Fuel for the Water Plants' truck	1,875

Total Cost	\$ 18,500
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	Florida Irrigation Society Membership Renewal	FIS membership renewal for the Water Conservation Specialist. This membership keeps the Water Conservation Specialist current on changes to irrigation codes and technologies in the operation of the City's water conservation program.	75

Total Cost	\$	75
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	CEU Training Courses (7 @ \$200)	Training courses (webinars, online courses, workshops) for the Water Plant operators to obtain CEUs required for DEP operator license renewals	1,400
2	Water Conservation Specialist Conferences and Workshops	Training courses to assist the Water Conservation Specialist in keeping up to date on current technologies and methodologies in the water conservation and NPDES areas	1,000
3	DEP Operator License Renewals	Drinking Water Operator License Renewals (5 @ \$75)	375

Total Cost	\$ 2,775
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
1	Plymouth Regional WTP Wells #1, #2, and #3	The replacement of the Plymouth Regional Wells #1, #2 and #3 are mandated by the City's SJRWMD CUP Condition #32, requiring the wells to be deepened or replaced and drilled into the Lower Floridan Aquifer. The improvements include design engineering for permitting purposes, drilling a new well into the Lower Floridan Aquifer, including pump, motor, controls and all required appurtenances. The three wells will be replaced with one, 1,500 gpm well.	\$ 1,250,000.00
2	Grossenbacher WTP Well #1	Well rehabilitation	\$ 750,000.00
3	Sheeler Oaks and Plymouth Regional WTP	Design services for plant upgrades	\$ 285,000.00
4	NW WTP Sodium Hypochlorite	Disinfection system upgrades	
5	Sheeler Oaks & Mt Plymouth	Tank Painting	\$ 40,000.00

Total Cost	\$ 2,325,000
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Water Plant 3111-533</i>
Line Item #	<i>6400</i>
Line Item Description	<i>Equipment & Machinery</i>

Total Cost	\$ 43,000
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Plant 3111-533</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangible</i>

Total Cost	\$ 1,298
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CITY OF AOPKA
WASTEWATER PLANT
401 - 3121

LINE ITEM DETAIL

		2019	2020	2021	PERCENT
		ACTUAL	BUDGET	ADOPTED	CHANGE
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	606,845	744,124	790,641	6.25%
1210	LONGEVITY PAY	-	1,358	1,724	26.96%
1400	OVERTIME	8,165	22,000	22,000	0.00%
1600	OTHER REIMBURSED ALLOWANCES	-	480	480	0.00%
2100	F.I.C.A.	44,537	58,749	62,336	6.10%
2200	RETIREMENT CONTRIBUTION	113,555	133,933	149,117	11.34%
2300	LIFE AND HEALTH INSURANCE	129,080	196,908	204,316	3.76%
2400	WORKERS COMPENSATION	8,669	6,302	6,852	8.74%
2600	OTHER POST EMPL BENEFITS	-	-	-	0.00%
2610	PENSION ADJUSTMENTS	-	-	-	0.00%
TOTAL		910,850	1,163,854	1,237,465	6.32%
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	11,571	250	250	0.00%
3400	OTHER CONTRACTUAL SERVICES	-	18,000	56,200	212.22%
4000	TRAVEL & PER DIEM	969	2,700	3,600	33.33%
4100	COMMUNICATIONS	-	960	-	0.00%
4200	FREIGHT & POSTAGE	-	100	100	0.00%
4300	UTILITY SERVICES	1,214,460	1,518,272	1,328,010	-12.53%
4400	RENTAL & LEASES	-	1,500	1,720	14.67%
4600	REPAIR AND MAINTENANCE	7,584	22,300	22,600	1.35%
4650	VEHICLE MAINTENANCE	5,901	4,500	7,000	55.56%
4700	PRINTING SERVICES	23	-	300	-
4900	OTHER CHARGES	140,244	155,425	178,300	14.72%
4960	BAD DEBT EXPENSE	-	40,000	6,000	-85.00%
5100	OFFICE SUPPLIES	1,345	1,340	-	-100.00%
5200	OPERATING SUPPLIES	213,497	334,341	294,230	-12.00%
5250	FUEL & GASOLINE	25,114	19,850	25,050	26.20%
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	180	300	1,025	241.67%
5500	TRAINING	3,717	5,770	7,270	26.00%
5900	DEPRECIATION EXPENSE	-	-	-	0.00%
TOTAL		1,624,602	2,125,608	1,931,655	-9.12%
CAPITAL OUTLAY:					
6200	BUILDINGS	-	-	-	0.00%
6300	IMPROV. OTHER THAN BUILDINGS	-	-	50,000	-
6400	EQUIPMENT	-	-	53,800	-
6800	INTANGIBLES	-	-	55,100	0.00%
TOTAL		-	-	158,900	0.00%
TOTAL COST		2,535,453	3,289,462	3,328,020	1.17%

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime - Standby emergencies	Overtime for responding to after-hours call-outs and plant emergencies (2 hrs./wk. @ \$37.50/hr.)	3,900
2	Standby Time	Incentive time paid to the operators for being on after-hours standby emergencies. (9 hrs/wk. @ \$25.00/hr.)	11,700
3	Overtime	Overtime for covering shifts due to vacations and employees calling in sick (80 hrs. @ \$37.50/hr.)	3,000

Total Cost	\$ 18,600
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2019-2020**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>1600</u>
Line Item Description	<u>Other Reimburse Allowances</u>

Item	Description	Justification	Estimated Cost
1	Cell Phone Allowance	\$40 monthly: Chief WW Operator and the Water Conservation Manager	960

Total Cost	Total Base	\$	960

Fund	Water & Wastewater Fund - 401
Department	Wastewater Plant 3121-535
Line Item #	3100
Line Item Description	Professional Services

Item	Description	Justification	Estimated Cost
1	Bond Maintenance Fee	Annual Bond Maintenance Fee	250

Total Cost	\$ 250
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Grounds Maintenance	Mowing of the the 10 acres at North Shore for budget year 2020.	9,500
2	Lab Analysis - Contract Lab	Laboratory analysis of wastewater and reclaimed water samples to meet permit conditions	25,200
3	Hach On-Site Equipment Maintenance Plan	Service plan would provide repairs and maintenance on Hach instruments; DO probes, ORP probes, controllers for probes, sampler refrigerators and sampler controllers. Plan would provide at no cost labor and parts replacement	12,000
4	Linko Pretreatment Management and Oil/Grease Management Software	Pretreatment management software will aid the Industrial User Program in maintaining DEP compliance. The program automatically generates reports and provides the same advanced tracking capabilities that has proven successful in the City's FOG management program.	8,500
5	Quarterly Sludge Analysis (4 @ \$250)	Quarterly sludge analysis for Sludge Hauling Contract and Pretreatment Program	1,000

Total Cost	\$ 56,200
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Wastewater Plant After-Hours Standby Mileage	Mileage for the after-hours standby operator to respond to call-outs in their personal vehicle (40 miles/wk @ 57.5 cents/mile)	1,200
2	FSEA/FIPA Conference Travel & Per Diem	Travel & Per Diem training conference for Chief Operator, IPP Inspector and FOP Inspector to attend the FIPA Pretreatment Program training conference and for lab personal to attend the FSEA environmental laboratory training conference	2,400

Total Cost	\$ 3,600
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Plant 3121-535</i>
Line Item #	<i>4200</i>
Line Item Description	<i>Freight & Postage</i>

Item	Description	Justification	Estimated Cost
1	Freight & Postage	Freight & postage charges for regulatory correspondence, City business correspondence and package freight	100

Total Cost	\$	100
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	Electricity - Northwest 83 MG Pond Pump Station/Fountains	Electricity charges for the Northwest 83 MG Reclaimed Water Pond Pump Station and Fountains	29,750
2	Electricity - Errol Reclaimed Water Booster Station	Electricity charges for the Errol Reclaimed Water Booster Station	13,250
3	Electricity - WRF Lab Building	Electricity charges for the WRF lab building	7,950
4	Electricity - Lift Stations (\$16,000/mo.)	Electricity charges for the lift stations (moved to 3171)	-
5	Electricity - NEW Lift Stations (2 @ \$60/mo. - 6 mo.)	Electricity charges for new lift stations commissioned into service during the year	-
6	Electricity - North Reuse Pump Station	Electricity charges for the North Reuse Pump Station	27,550
7	Electricity - WRF Reuse Pump Station	Electricity charges for the WRF Reuse Pump Station	341,800
8	Electricity - Water Reclamation Facility (East and West Plant)	Electricity charges for the Water Reclamation Facility (East and West Plant)	468,500
9	Electricity - North Shore Reclaimed Water Treatment Facility	Electricity charges for the North Shore Reclaimed Water Treatment Facility	71,650
10	Dumpster Service	Dumpster service for the WRF	800
11	Water & Sewer Service	Water and sewer service for the WRF	16,400
12	Orange County Reclaimed Water Augmentation Service	Orange County Reclaimed Water Augmentation Service	350,000
13	Apopka Natural Gas	Sludge dryer natural gas monthly service fee (29.68 per month)	360

Total Cost	\$ 1,328,010
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Plant 3121-535
Line Item #	4400
Line Item Description	Rentals and Leases

Item	Description	Justification	Estimated Cost
1	Emergency Equipment Rental	Emergency equipment rental for the WRF	1,500
2	AWG Compressed Gas Solutions	Sludge dryer nitrogen tank rental fee	220

Total Cost	\$ 1,720
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Plant 3121-535
Line Item #	4600
Line Item Description	Repair and Maintenance - Bldg & Equip

Total Cost	\$ 22,600
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	Preventive and Corrective Maintenance - Grounds Equipment	Maintenance and repairs to the grounds maintenance equipment including, two lawn mowers, edgers, weedeaters, blowers, chain saws	1,500
2	Preventive and Corrective Maintenance - Vehicles	Maintenance and repairs to the WRF pickup trucks, utility trucks and pretreatment van	3,000
3	Preventative and Corrective Maintenance - Sludge Hauling Trailers	Repair/replacement of tires on the trailer	2,500

Total Cost	\$ 7,000
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Plant 3121-535
Line Item #	4700
Line Item Description	Printing Services

Total Cost	\$ 300
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	Lab Certification Renewal	Renewal of the lab certification to run wastewater analysis for DEP DMR reporting	1,850
2	Wastewater DEP NPDES Compliance Fee	Annual DEP NPDES Compliance Fee	1,450
3	Sludge Hauling (184 loads @ \$950/load)	Sludge Hauling from the WRF	174,800
4	Diesel Fuel Tank Registrations (8 @ \$25)	Annual DEP Diesel Fuel Tank Registrations	200

Total Cost	\$ 178,300
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Plant 3121-535</i>
Line Item #	<i>4960</i>
Line Item Description	<i>Bad Debt Expense</i>

Total Cost	\$ 6,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Alum, Liquid (6 totes @ \$2,000/ea.)	Liquid alum for use in effluent treatment as a filter aid to reduce TSS in the reclaimed water.	12,000
2	Janitorial Supplies and Toiletries	Janitorial supplies and toiletries for the restrooms at the WRF, North Reuse Pump Station and North Shore Treatment Plant	500
3	Bee & Wasp Spray (6 cases @ \$100)	Bee & wasp spray for removal of nests on the WRF tanks and buildings	600
4	Boots/Rain Gear (5 @ \$55/ea.)	Personal protective equipment for working in inclement weather and wet areas for the WRF operators	275
5	Calcium Hypochlorite - HTH (24 buckets @ \$175/bucket)	HTH is used for cleaning and disinfecting tanks and operating areas throughout the WRF and aiding in odor control	4,200
6	Disinfectant Wipes (12 cases @ \$50/case)	Disinfectant wipes for use by the WRF operators when conducting compliance sampling and working with the wastewater	750
7	Odor Control for the WRF Pretreatment Rag & Grit Dumpsters (4 qtrs. @ \$1,800/qtr.)	Odor control for the dumpsters at the WRF pretreatment structure is essential to maintaining quality aesthetic conditions at the WRF to protect the adjoining residents from foul and objectionable odors	7,200
8	Hand Soap (18 gal. @ \$50/gal.)	Disinfecting hand soap for the operators to maintain personal cleanliness when working with and around the wastewater	900
9	Plant Operation General Supplies	Herbicide for maintaining weed control. Plant supplies; rope, plant cleaning supplies, chemicals, tubing, repair parts, flashlights, tools, and misc. supplies.	2,600
10	Latex Gloves (18 cases @ \$50/case)	Latex gloves for operator personal safety and hygiene in working with wastewater	900
11	Lime (125 bags @ \$6.00/bag)	Lime is used in disinfecting wastewater spills and clean-up	750
12	Wastewater Operational Supplies	Operational supplies for the collection of samples, rag removal, and daily monitoring. Sludge Judges, sample dippers, valve wrenches, barscreen rakes.	2,000

13	Painting Maintenance Supplies	Painting maintenance supplies for maintenance of the aesthetic appearances of the WRF, North Reuse Pump Station, and North Shore Treatment Plant	1,500
14	Paper Towels (35 cases @ \$30/case)	Paper towels for the operators to maintain personal cleanliness when working with and around the wastewater	1,050
15	Belt Press Polymer (25 totes @ \$3,082/tote)	Belt press polymer is essential in the operation of the press to dewater the sludge into a cake for disposal	80,910
16	Pretreatment Program Annual DMR Sampling	The Pretreatment Program annual sampling is a DEP Operating Permit required analyses for the WRF reclaimed water effluent, Triquint Semiconductor and List Industries	1,000
17	Pretreatment Program Customer Outreach and Education Program	Materials for the Pretreatment Program Customer Outreach and Education Program	1,000
18	Pump Sprayers (4 @ \$50)	Pump sprayers for spraying herbicide around the plant landscapes and bleach for plant cleaning and maintenance	200
19	Safety Shoes (15 @ \$150)	Safety shoes provided to the employees to reduce workplace injuries in the performance of their duties	2,250
20	Sodium Hypochlorite (140,000 gal. @ \$0.64/gal.)	Sodium Hypochlorite for the disinfection of reclaimed water at the WRF, North Reuse Pump Station, and North Shore Treatment Plant	89,600
21	Uniforms	City provided uniforms for the WRF staff	4,110
22	Water Coolers (1 @ \$40)	Replacement water cooler	40
23	Water Hoses (8 @ \$50)	Replacement water hoses for use in cleaning and maintenance of the WRF	400
Lab Expenses			
24	Annual Lab Instrument Calibration Services	Calibration services for lab equipment in accordance with the lab certification requirements	6,000
25	Autoclave Maintenance Supplies	Maintenance supplies for the lab autoclave for cleaning and sterilization of all labware	500
25	BOD/COD/CBOD Lab Supplies	BOD and CBOD are DEP Operating Permit required analyses for the WRF reclaimed water effluent and Pretreatment Program	2,800
26	Chloride Testing Supplies	Chloride are DEP Operating Permit required analyses for the WRF groundwater monitoring wells	225
26	Conductivity Testing Supplies	Conductivity is a DEP Operating Permit required analysis for groundwater monitoring wells quarterly sampling	100
27	DI Water Quality Analysis (12 @ \$50)	DI water quality analysis is a requirement of the lab certification to be able to use it in blank and control tests in wastewater analysis	600
27	DI Water Service	DI Water service is a requirement of the lab certification in running blank and control tests on all analyses conducted in the lab	3,000

28	Dissolved Oxygen Probes (2 @ \$1,000)	YSI dissolved oxygen testing probe for plant operations process control testing and lab BOD/CBOD testing	2,000
28	Drier Dessicant	Drier Dessicant used in performed solids testing in the lab	1,200
29	Fecal Coliform Testing Supplies	Fecal Coliform is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	3,500
29	Glassware for Lab Testing	Replacement glassware for items that may be broken while conducting lab analysis	600
30	Lab NIST Thermometer	Use of a certified NIST thermometer is a NELAC requirement in conducting lab testing on wastewater samples	1,150
30	Laboratory Proficiency Testing	This is a requirement of the WRF lab certification to conduct proficiency testing twice per year on wastewater samples	1,200
31	Light Bulbs for Lab Testing Equipment	Replacement light bulbs for lab equipment	300
31	pH Testing Supplies	pH is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	350
32	QA/QC Testing Supplies	Quality Assurance/Quality Control testing supplies for all wastewater analyses run in the lab, including bacteria controls, verification broths/agars, LCS standards, gel standards, Prospore ampules)	4,200
33	Replacement Labware	Replacement labware including pipettes, test tubes, sample racks	2,500
34	Replacement pH Probe	Replacement pH probe for testing reclaimed water effluent per DEP Operating Permit	300
35	Total Chlorine Residual Testing Supplies	Total chlorine residual is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	800
36	Total Nitrogen Analysis Supplies	Total Nitrogen is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	8,800
37	Total Phosphorus Analysis (52 @ \$15/ea.)	Total Phosphorus is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	-
38	Total Suspended Solids Testing Supplies	Total suspended solids is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	12,750
39	Tubing for Automatic Samplers	The tubing on the automatic samplers requires replacement twice per year to maintain the integrity of each wastewater sampling event	3,800
40	Turbidity Testing Supplies	Turbidity is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	820

50	Process Control and Laboratory Equipment	Replacement equipment for performing laboratory testing and plant process control equipment used for monitoring and adjusting plant parameters. Certified timers, DO sensor caps, infrared thermometers, strainers, rugged pH probes	2,000
51	Process Control and Laboratory Testing	Testing supplies for process control testing of the facility	10,000
52	Labtory Process Control Testing	Regulatory compliance monitoring	\$ 10,000.00
Total Cost			\$ 294,230

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	Diesel Fuel for Generators (6,000 gal. @ \$3.00/gal.)	Diesel fuel for the WRF, North Reuse Pump Station and North Shore Treatment Plant standby generators	18,000
2	Fuel for Vehicles - Gasoline (2420 @ \$2.50)	Fuel for the WRF trucks.	6,050
3	Fuel for Vehicles - CNG (300 gal. @ \$2.00/gal.)	Fuel for WRF vehicle	1,000

Total Cost	\$ 25,050
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	Florida Society Environmental Analysts Membership Renewals (1 @ \$50)	FSEA for laboratory staff to keep up to date on current laboratory technologies and regulatory changes	50
2	The NELAC Institute Lab Membership Renewal	The NELAC Institute is the guiding organization in the laboratory regulatory environment. It is important for our laboratory to be a member of this organization and participate in the regulatory development process	100
3	WEF Membership	WEF membership for the Chief Operator to keep up to date on current wastewater treatment operations and maintenance technologies and regulatory changes	235
4	Florida Rural Water Association	Membership in the Florida Rural Water Association would provide technical support for water and wastewater operations.	560
5	FWPCOA	Florida Water Pollution Controls Operator Association is for the Water Resources Manager to access information and contact with the organization.	80

Total Cost	\$ 1,025
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	Sacramento State Advanced Waste Treatment course (1 @ \$100)	Training course worth 9 CEUs that covers advanced wastewater treatment practices. This course qualifies an operator to sit for the FDEP wastewater treatment plant operator "B" exam.	100
2	TNI Webinars (Laboratory Training)(4 @ \$90/ea.)	Online continuing education for laboratory staff to remain current on testing methods and the regulatory environment	360
3	FSEA Training Conference (Lead and Assistant Lab Techs)	The FSEA training conference provides hands-on training on current laboratory methods, training on upcoming changes to testing methods and the regulatory environment	600
4	FIPA Pretreatment Conference (Industrial Pretreatment Inspector, Chief Operator, and FOG Inspector)	The FIPA pretreatment conference provides training on current and emerging issues relating to the pretreatment of industrial wastewater processes and oil/grease programs	675
6	Sacramento State Manage for Success: Effective Utility Leadership Practices	This correspondence course provides 4.5 CEUs and qualifies a "B" operator to sit for the DEP Wastewater Treatment Plant Operator "A" exam.	300
7	Wastewater "B" Certification Review	The TREEO course prepares "C" wastewater operators for the "B" state exam	595
8	ROY CEU Online Courses (12 @ \$120)	Courses meet CEU requirements for operator certification renewal(transferred funds from FDEP Operator Certification Renewals)	2,565
9	FDEP state license exam (4 @ \$100/ea)	To obtain a higher grade state license, operators are required to sit for state exams.	400
10	FDEP state license application fees (4 @ \$100/ea)	FDEP requires an application and licensure fee for higher operating licenses.	400
11	FDEP Operator Certification Renewals (17 @ \$75)	FDEP certification for wastewater plant operators	1,275

Total Cost	\$ 7,270
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Plant 3121-535
Line Item #	6300
Line Item Description	Infrastructure

Total Cost	\$ 50,000
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Laboratory Information Management System Software Subscription Fee with Multiple Logins	The increase in sampling and analysis within the WRF with the plant expansion and increased permit requirements, has created the need to maintain tighter controls over the work performed in the lab for quality assurance/quality control and lab certification requirements.	53,800

Total Cost	\$ 53,800
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>6800</u>
Line Item Description	<u>Intangible</u>

Item	Description	Justification	Estimated Cost
1	Report Generating Software	Scada System Software	1,298
2	Laboratory Information Management System Software Subscription Fee with Multiple Logins	The increase in sampling and analysis within the WRF with the plant expansion and increased permit requirements, has created the need to maintain tighter controls over the work performed in the lab for quality assurance/quality control and lab certification requirements.	53,800

Total Cost	\$ 55,098
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CITY OF APOPKA
UTILITY CONSTRUCTION
401 - 3131

LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	417,405	430,841	-	-100.00%
1210 LONGEVITY PAY	-	3,168	-	-100.00%
1400 OVERTIME	1,051	1,200	-	-100.00%
2100 F.I.C.A.	29,558	33,294	-	-100.00%
2200 RETIREMENT CONTRIBUTION	77,252	75,901	-	-100.00%
2300 LIFE AND HEALTH INSURANCE	96,303	111,764	-	-100.00%
2400 WORKERS COMPENSATION	8,290	5,871	-	-100.00%
2600 OTHER POST EMPL BENEFITS	-			
2610 PENSION ADJUSTMENT	-	-	-	0.00%
TOTAL	629,858	662,039	-	-100.00%
SUPPLIES AND OTHER SERVICES:				
4000 TRAVEL & PER DIEM	-			0.00%
4100 COMMUNICATIONS	-			#DIV/0!
4200 FREIGHT & POSTAGE	-			#DIV/0!
4300 UTILITY SERVICES	10,834			#DIV/0!
4400 RENTAL & LEASES	734			#DIV/0!
4600 REPAIR AND MAINTENANCE	348			#DIV/0!
4650 VEHICLE MAINTENANCE	35,321			#DIV/0!
5100 OFFICE SUPPLIES	263			#DIV/0!
5200 OPERATING SUPPLIES	19,259			#DIV/0!
5250 FUEL & GASOLINE	14,049			#DIV/0!
5500 TRAINING	1,440			#DIV/0!
TOTAL	82,248	-	-	#DIV/0!
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	0.00%
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	0.00%
6400 EQUIPMENT	122,601		-	#DIV/0!
TOTAL	122,601	-	-	#DIV/0!
TOTAL COST	834,707	662,039	-	-100.00%

CITY OF AOPKA
WATER MAINTENANCE
401 - 3141

LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	581,315	589,490	857,423	45.45%
1210 LONGEVITY PAY	353	3,200	4,683	46.36%
1400 OVERTIME	50,410	70,030	70,030	0.00%
1600 OTHER REIMBURSED ALLOWANCES	480	480	480	0.00%
2100 F.I.C.A.	46,038	50,735	71,345	40.62%
2200 RETIREMENT CONTRIBUTION	106,032	107,011	161,607	51.02%
2300 LIFE AND HEALTH INSURANCE	148,910	165,332	258,508	56.36%
2400 WORKERS COMPENSATION	8,005	3,291	8,386	154.87%
2600 OTHER POST EMPLOYMENT BENEFITS	-	-	-	0.00%
2610 PENSION ADJUSTMENT	-	-	-	0.00%
TOTAL	941,544	989,569	1,432,463	44.76%
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	
3400 OTHER CONTRACTUAL SERVICES	970	900	-	-100.00%
4000 TRAVEL & PER DIEM	5	4,200	2,400	0.00%
4100 COMMUNICATIONS	-	7,900	-	0.00%
4200 FREIGHT & POSTAGE	-	2,000	2,000	0.00%
4300 UTILITY SERVICES	4,293	18,000	23,000	27.78%
4400 RENTAL & LEASES	6,255	18,036	17,533	-2.79%
4600 REPAIR AND MAINTENANCE	171	250,620	289,800	15.63%
4650 VEHICLE MAINTENANCE	43,749	88,750	88,750	0.00%
4900 OTHER CHARGES	5,721	12,560	12,560	0.00%
5100 OFFICE SUPPLIES	3,448	4,300	1,900	-55.81%
5200 OPERATING SUPPLIES	332,292	147,773	149,300	1.03%
5201 SENSUS METERING SYSTEMS	827,974	1,378,985	1,200,000	-12.98%
5236 BACKFLOW OPERATIONAL SUPPLIES	68,284	79,037	313,000	296.02%
5245 CONTRACTOR METER REPAIRS	8,129	22,403	22,403	0.00%
5250 FUEL & GASOLINE	40,103	69,200	69,200	0.00%
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	1,002	2,750	2,200	-20.00%
5500 TRAINING	5,748	26,200	15,000	-42.75%
TOTAL	1,348,143	2,133,614	2,209,046	3.54%
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	273,960	100,000	550,000	450.00%
6400 EQUIPMENT	203,019	151,600	191,000	
6,800 CAPITAL - INTANGIBLE	-	-	50,000	#DIV/0!
TOTAL	476,979	251,600	791,000	214.39%
TOTAL COST	2,766,667	3,374,783	4,432,509	31.34%

Fund	Water & Wastewater Fund - 401
Department	Utility Maintenance 3141-533
Line Item #	1400
Line Item Description	Overtime Pay

Item	Description	Justification	Estimated Cost
1	Overtime	After Hour calls and Emergency repairs on utility mains.	60,000
2	Standby Time	Provide Standby personnel for any after hour calls for water maintenance	10,000

Total Cost	\$ 70,000
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Maintenance 3141-533</i>
Line Item #	<i>1600</i>
Line Item Description	<i>OTHER REIMBURSED ALLOWANCES</i>

Item	Description	Justification	Estimated Cost
1	Cell Phones Monthly Allowance X4	City calls on phones from customers and contractors.	1,920

Total Cost	\$ 1,920
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Fund	Water & Wastewater Fund - 401
Department	Utility Maintenance 3141-533
Line Item #	4000
Line Item Description	Travel & Per Diem

Total Cost	\$ 2,400
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Fund	Water & Wastewater Fund - 401
Department	Utility Maintenance 3141-533
Line Item #	4200
Line Item Description	Freight & Postage

Item	Description	Justification	Estimated Cost
1	Postage/Shipping	Correspondence with residents, maintenance, backflow, etc..	2,000

Total Cost	\$ 2,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	Disposal Site for Vac-con	Debris from hydro excavating and bentonite	
2	Landfill charges	from directional drilling machine that is	12,000
3	Water, sewer and electric	considered hazardous	
		debris from repairs	6,000
		warehouse/showers/office	5,000

Total Cost	\$ 23,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	Miscellaneous Emergency Equipment Rental	MOT Rentals for repairs, Traffic control/cranes, etc.	11,000
2	Railroad lease #APOP-61-003	Lease for use of ROW, utility pipe in.	150
3	Railroad lease #APOP-61-004	Lease for use of ROW, utility pipe in.	150
4	Railroad lease #APOP-61-005	Lease for use of ROW, utility pipe in.	150
5	Railroad lease #APOP-61-006	Lease for use of ROW, utility pipe in.	150
6	Railroad lease #APOP-61-030	Lease for use of ROW, utility pipe in.	150
7	Railroad lease # HARR-61-098	Lease for use of ROW, utility pipe in.	150
8	Railroad lease #APOP-61-099	Lease for use of ROW, utility pipe in.	274
9	Railroad lease #APOP-61-101	Lease for use of ROW, utility pipe in.	225
10	Railroad lease #APOP-61-140	Lease for use of ROW, utility pipe in.	660
11	Railroad lease #APOP-61-148	Lease for use of ROW, utility pipe in.	934
12	Railroad lease #APOP-61-154	Lease for use of ROW, utility pipe in.	1,146
13	Railroad lease #APOP-61-157	Lease for use of ROW, utility pipe in.	1,197
14	Railroad lease #APOP-61-159	Lease for use of ROW, utility pipe in.	1,197
Total Cost			\$ 17,533

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	Building repairs, warehouse #1	Bathroom repair, Warehouse maintenance	4,000
2	Fire hydrant repairs and maintenance	Fire hydrant preventive maintenance and repair.	80,000
4	Water and reclaim distribution system repairs.	Parts and materials needed to complete repairs on service lines, water and reclaim water mains.	90,000
5	System valves and Specialty water/reclaim main repairs	Valve replacements/additions. Contractor services for line stops, wet taps and valve insertions. Line stop saddles, electronic flushers for water quality issues.	75,000
5	Restorations after utility repairs	Sod, Concrete, and asphalt restoration for utility repairs and Utility construction improvements. Materials such as lime rock and base material for road restoration. Work completed by city personnel and contractors.	40,000
6	Fire Extinguishers	Fire Extinguishers Annual repairs-Inspections	800

Total Cost	\$ 289,800
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Preventive & Corrective Maintenance (12 trucks, 3 tractors, 1 mini excavator) (yr. 1/1996, 2/1998, 5/1999, 1/2000, 3/2001, 1/2004, 2/2005, 2/2006, 3/2007, 1/2008)</i>	<i>Much of the equipment is over 12 years old and requires more frequent repair. Per Fleet, the vehicles are starting to cost more to repair than replace.</i>	57,750
2	<i>Vehicle maintenance on backhoe, trac hoe, dump truck, Vermeer HDD machine, utility truck, and other vehicles aquired from the Restoration and Construction sections</i>	<i>Repair and maintenance of fleet vehicles and equipment.</i>	31,000
Total Cost			\$ 88,750

Fund	Water & Wastewater Fund - 401
Department	Utility Maintenance 3141-533
Line Item #	4900
Line Item Description	Other Charges

Total Cost	\$ 12,560
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Office replacement equipment	unanticipated office equipment replacemnants	400
2	Work orders	Printing duplicate WO for hand writing instead of entering into Gov QA since no tablets for field support of electronic work orders	1,500

Total Cost	\$ 1,900
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	PPE and Products	Personnel protective equipment and products needed for employee safety(Hand, eye, head and feet protection. Bee spray, disinfectant wipes, Lysol, hand soap and more)	10,330
2	Consumables	PB blaster, WD 40, Duct tape, Orange ribbon, zip ties, and more.	400
3	Locating supplies and equipment	Marking City utilities(Paint, locating flags, Cables, batteries, connectors for locating equipment	11,000
4	LMX GPR replacement/upgrades		1,520
5	Uniforms		6,050
6	Uniform Jackets		2,500
7	Safety shoes	Safety steel toe shoes provided to employees to reduce workplace injuries.	3,150
8	Bore gel	for drilling new water mains and services	4,050
9	Hand and power tool replacements and new additional purchases	Tools required for repairs and preventive maintenance on Water, reclaim distribution systems.	11,000
10	Specilaty equipment replacement, calibrations and new additional purchases	Equipment used for Work orders in the filed, Meter replacement program and ARC GIS access. Dewatering small pumps, backflow testing equipment.	12,000
11	Meter Boxes and lids	Meter boxes replacements and new installations(single, double, reclaim and potable)	63,000
12	Motorola radio batteries	handheld radios	3,000
13	Traffic control devices	Barricades for repairs of utilities under streets and roads	6,000
14	Pump hose and fittings	Hoses for Mud hogs and Thompson pump used to dewater during water main leaks.	6,000
15	Computer stand	truck mounted tablet stands	1,000
16	Erosion and Sedimentation Control	BMP for erosion and sedimentation control	5,000
17	Tokay Software	SQL Support and SQL ServerLink	1,600
18	Arc GIS	Liscence renewal for ARC GIS users and creators used Survey 123 and Work force to generate work orders that coonect to assets.	1,700

Total Cost	\$ 149,300
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5201</u>
Line Item Description	<u>Sensus Metering System</u>

Item	Description	Justification	Estimated Cost
1	Large portable/Reclaim Omni and Sensus Meters	Replace/upgrade 3" and higher Portable/Reclaim water meters to electronic meters for more accurate reads.	80,000
2	Large meter repairs	replacement parts for water meters	15,000
3	Portable/Reclaim Meters	1" - 2" Portable/Reclaim Meter replacement/upgrade to electronic meters for more accurate readings.	500,000
4	Single Radio	flexnet for amr system	400,000
5	DBL Radio meters	flexnet for amr system	200,000
6	Sensus Command Link	Programing Meters	3,000
7	Sensus Touch-Read gun	for rechecking water meters	2,000

Total Cost	\$ 1,200,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5236</u>
Line Item Description	<u>Backflow Operational Supplies</u>

Item	Description	Justification	Estimated Cost
1	Backflow calibration	Backflow Operational Supplies	1,000
2	Backflow boxes	Double and Single backflow meter boxes	2,000
3	Backflow supplies	Backflow Operational Supplies	60,000
4	Residential backflow replacement program	Replace old backflows that have reached their life expectancy. Also replace those that have failed prematurely.	250,000

Total Cost	\$ 313,000
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5245</u>
Line Item Description	<u>Contractor Meter Repairs</u>

Item	Description	Justification	Estimated Cost
1	Maintenance for hydrant meters	Contractor Meter Repairs	1,660
2	New hydrant meter	Contractor Meter Repairs	2,100
3	9 x TNR Construction Meters	Connect to Sensus Read and replace old failing meters	18,643

Total Cost	\$ 22,403
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Fund	Water & Wastewater Fund - 401
Department	Utility Maintenance 3141-533
Line Item #	5250
Line Item Description	Fuel and Gasoline

[illegible]

Total Cost	\$ 69,200
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Total Cost	\$ 2,200
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	Training for personnel in Water Maintenance	Backflow certifications, Distribution operator certifications, CEU for operators, and other training necessary to make a safer work environment. Osha 10 hour course, Trenching and shoring.	15,000

Total Cost	\$ 15,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
1	Misc. watermain and watermain upgrades	Replacement of failed water mains	100,000
2	Water Main Renewal & Replacement Program	Annual replacement of 1.25 miles of asbestos and cast iron water mains	450,000

Total Cost	\$ 550,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	F-250 Diesel truck and Equipment	Replace unit 19-0675 (1999 Ford F250) Will be used for Backflow Program	50,000
2	F-250 Diesel truck and Equipment	Replace unit 18-0668 (1999 ford ranger) Will be used for Meter replacement program	50,000
3	Truck Mounted Motorola Radio units	Replacements and new additions	10,000
4	Motorolia Hand Units	Replacements and new additions	6,000
5	Water Trailer	Provide the ability to water sod and help it take root on sod installed in isolated areas where water is not readily available.	15,000
6	3" diaphragm pump(2)	Small pump used for dewatering during main breaks	5,000
7	Pitot Gauge	Gauge used to perform Flow test on fire hydrants	3,000
8	Automatic flusher	Automatic flushers to be paced where water quality is an issue. Semi-permanent and Hydrant flusher.	52,000

Total Cost	\$ 191,000
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Maintenance 3141-533</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangibles</i>

Total Cost	\$ 50,000
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CITY OF APOPKA
WASTEWATER MAINTENANCE
401 - 3171

LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	337,034	428,344	725,733	69.43%
1210 LONGEVITY PAY	-	1,620	3,309	104.28%
1400 OVERTIME	10,911	71,180	71,180	0.00%
1600 OTHER REIMBURSED ALLOWANCES	628	1,440	1,440	0.00%
2100 F.I.C.A.	25,027	38,374	61,254	59.62%
2200 RETIREMENT CONTRIBUTION	54,604	77,939	135,438	73.77%
2300 LIFE AND HEALTH INSURANCE	80,189	110,506	205,486	85.95%
2400 WORKERS COMPENSATION	4,974	3,707	5,844	57.64%
2600 OTHER POST EMPLOYMENT BENEFITS	-	-	-	0.00%
2610 PENSION ADJUSTMENT	-	-	-	100.00%
TOTAL	513,367	733,111	1,209,685	65.01%
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	0.00%
3400 OTHER CONTRACTUAL SERVICES	2,587	2,400	2,300	-4.17%
4000 TRAVEL & PER DIEM	19	1,200	1,200	0.00%
4100 COMMUNICATIONS	418	500	-	0.00%
4200 FREIGHT & POSTAGE	-	400	400	0.00%
4300 UTILITY SERVICES	5,234	28,500	288,700	912.98%
4400 RENTAL & LEASES	12,865	172,084	171,694	-0.23%
4600 REPAIR AND MAINTENANCE	121,069	654,900	728,600	11.25%
4650 VEHICLE MAINTENANCE	28,296	65,000	65,000	0.00%
4900 OTHER CHARGES	162	3,000	3,000	0.00%
5100 OFFICE SUPPLIES	790	1,000	100	-90.00%
5200 OPERATING SUPPLIES	79,819	267,900	336,250	25.51%
5250 FUEL & GASOLINE	23,284	63,400	63,400	0.00%
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	839	1,000	1,000	0.00%
5500 TRAINING	6,293	20,240	16,000	-20.95%
TOTAL	281,675	1,281,524	1,677,644	30.91%
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	150,609	100,000	1,100,000	1000.00%
6400 EQUIPMENT	142,150	630,000	397,500	-36.90%
6800 INTANGIBLES	2,165	5,000	5,000	0.00%
TOTAL	294,923	735,000	1,502,500	104.42%
TOTAL COST	1,089,965	2,749,635	4,389,829	59.65%

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime for emergency repairs and after hours service requests	Sewer back-ups, Force main breaks repairs, all other after hours utility repairs	48,300
2	Standby Time: For wastewater Maintenance and Lift Stations	Stand by Hours. Standby for Sewer collections and Lift Stations. They need to be separated due to safety and operational purposes.	24,000

Total Cost	\$ 72,300
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Maintenance 3171-535</i>
Line Item #	<i>1600</i>
Line Item Description	<i>Other Reimbursed Allowances</i>

Item	Description	Justification	Estimated Cost
1	Cell Phone Monthly Allowance	Allowance for cell Phone used for work related activities	1,440

Total Cost	\$ 1,440
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Fund	Department	Line Item #	Line Item Description
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Other Contractual Services

Total Cost	\$ 2,300
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Maintenance 3171-535
Line Item #	4000
Line Item Description	Travel & Per Diem

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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Maintenance 3171-535</i>
Line Item #	<i>4200</i>
Line Item Description	<i>Freight & Postage</i>

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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost	
1	Vac-con debris dumping at appropriate disposal site	Debris from jetting sewer lines and soft digging, Grit, rags, and grease pumped removed from Lift stations wet wells.	20,000	
2	Electric	Warehouse #1	6,000	
3	Landfill Charges	Debris from job sites	12,000	
4	Water & Sewer	LS Stations	1,800	
5	Electricity - Lift Stations (\$16,000/mo.)	Electricity charges for the lift stations	248,100	FY 19-20,
6	Electricity - NEW Lift Stations (2 @ \$60/mo. - 6 mo.)	Electricity charges for new lift stations commissioned into service during the year	800	
Total Cost				\$ 288,700

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	Equipment rentals	Equipment rentals to repair forcemain, gravity main or other emergency utility repairs(pumps, well points etc.)	16,000
2	Generator Lease	Lease generators to assist with during Hurricane season. Our fleet of back -up generators is under sized for the amount of lift stations we own and operate.	20,000
3	Pump truck Rentals	Used on main breaks/Prevent sewer getting into surface water	6,000
4	Railroad Lease # APOP-62-003	Utilities in ROW, Leases with RR	150
5	Railroad Lease # APOP-62-004	Utilities in ROW, Leases with RR	150
6	Railroad Lease # APOP-62-090	Utilities in ROW, Leases with RR	150
7	Railroad Lease # APOP-62-123	Utilities in ROW, Leases with RR	1184
8	Railroad Lease # APOP-62-125	Utilities in ROW, Leases with RR	1123
9	Railroad Lease # APOP-62-139	Utilities in ROW, Leases with RR	969
10	Railroad Lease # APOP-61-179	Utilities in ROW, Leases with RR	968
11	Bio filter odor control leases for LS 017,060,073, and 077.	Odor control bio filters remove the odors on site. Helps minimize damage to equipment and eliminates odors that other wise the lift station will produce.	125,000

Total Cost	\$ 171,694
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Sewer Manhole Rehabilitation	Repair and coat sewer manholes/ Lids are original from the 1950's and no longer meet our standards. Brick manholes need to be repaired and spray coated to minimize infiltration in sewer system.	100,000
2	Lateral lining	Install CIPP liner in laterals that cannot be repaired by replacing due to location, depth and length of pipe.	45,000
3	Gravity Main CIPP lining	Repair clay gravity lines with CIPP pipeliner. Clay gravity mains are old that become cracked and gaskets began to fail. This type of repair is the best cost effective compared to replacing entire sections.	150,000
4	Sewer Meters	Replacement, repairs and calibrations	15,000
5	Sewer Collection Repairs	Repairs on gravity mains, laterals and force mains	60,000
6	Sewer Jet Nozzles	Sewer cleaning program	6,500
7	Manhole ring and covers and risers	Replace old ,thin and rounded covers and rings. Raise manhole covers to grade and repair old chimneys in the manhole with new type of material.	6,400
8	Electrical, Instrumentation repairs and Control Maintenance	Parts,material,and labor to maintain 137 lift stations electrical components. This will also include repairs needed to scada system	35,000
9	Emergency Generators and Permanent mounted By-pass Pumps	Parts, material, labor to maintain and repair emergency power generators. This will also include Annual PM done by generator company.	20,000
10	Maintenance and Repairs Pump and Motor Maintenance and Repairs	Unforeseen repairs and regular Preventive Maintenance to pumps at 137 Lift Stations	150,000
11	Wet well Maintenance and repairs	Emergency repairs on wet well component (Piping, rails and structure) Repairs needed to keep Lift station operational	50,000
12	Facility Maintenance and Repairs	Parts & labor to maintain & repair LS buildings, fences, etc.	15,000
13	SCADA System Maintenance & Repairs	Parts & labor to maintain & repair LS SCADA systems	15,000
14	Restoration for repairs on utilities	Sod, Concrete, and asphalt restoration for utility repairs and Utility construction improvements. Materials such as lime rock and base material for road restoration. Services provided by contractors.	60,000
15	Fire Extinguishers	Annual Maintenance-Repairs	700

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Total Cost				\$	728,600
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	10 - trucks, 1 Vac-con , 1- TV inspection Truck , 2 - bypass pumps, Vehicle maintenance on backhoe, trac hoe, dump truck, utility truck, and other vehicles aquired from the Restoration and Construction sections	Repair and maintenance of fleet vehicles and equipment.	40,000
2		Repair and maintenance of fleet vehicles and equipment.	25,000

Total Cost	\$ 65,000
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Maintenance 3171-535
Line Item #	4900
Line Item Description	Other Charges

Item	Description	Justification	Estimated Cost
1	Orange County Permits	Permits for work done in Orange County ROW and maintenance of traffic	1,500
2	Orange County Permits	Permits for installing new utilities in Orange County ROW	1,400
3	Diesel Tank Registrations	Fees for registering new fuel tanks on fixed generators	100

Total Cost	\$ 3,000
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Maintenance 3171-535
Line Item #	5100
Line Item Description	Office Supplies

Item	Description	Justification	Estimated Cost
1	Work Orders	Printing duplicate WO for handwriting instead of entering into GovQA since no tablets for field support of electronic work orders	100

Total Cost	\$	100
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CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Employee PPE and products	Personnel protective equipment and products needed for employee safety(Hand, eye, head and feet protection. Bee spray, disinfectant wipes etc.)	7,500
2	Consumables	PB blaster, WD 40, Duct tape, Orange ribbon, zip ties, and more.	400
3	Consumable products used for Maintenance	Lime used on sewer overflows, Degreaser used on lift stations and problematic gravity lines. Fast plug used on manhole repairs and any other consumable.	20,000
4	Hand and power tool replacement and new purchases.	Tools required to do repairs and perform preventive maintenance on sewer collection system	9,000
5	Specialty equipment replacement and new purchases	Equipment needed to repairs safely.(Extension ladders, Pressure gauges, Gas detector and sewer snakes)	6,500
6	Uniforms	Uniforms cleaning program	2,750
7	Uniform Jackets		1,700
8	Safety Shoes	Safety steel toe shoes provided to employees to reduce workplace injuries.	2,000
9	Traffic Control Devices	Devices need to properly set MOT when working on road way.	3,000
10	Motorola Radio Batteries	handheld radios	600
11	Manhole Risers for Annual Resurfacing Projects	Paving an raising manholes to accommodate new paved surface	4,000
12	Odor Control	ARV Carbon canister/Residential areas/deodorant blocks/ Deodorant blocks to help with nuisance odors	11,500
13	iPad and iPad stands	Vehicle iPad and stands to help track maintenance and repairs electronically.	3,000
14	Computer monitor and bracket	New computer monitor and bracket to be able to monitor multiple systems used such as iworq, workforce for ARC GIS used to dispatch work orders.	800
15	Bypass hoses	Upgrade and replace old bypass hoses and fittings. Hoses are brittle and tend to crack.	2,500
16	Confine Space equipment	Replace old confine space equipment used to keep employees safe when entering manholes, wet well. Get equipment certified for safe use.	3,000
17	Bioxide and Hydrogen Peroxide Chemicals for LS 25,50,51 and 73	Odor control, help minimize H2S levels in wastewater. High H2S levels increase corrosion on electrical components and increase odors.	250,000
18	Erosion and Sedimentation Control	BMP for erosion and sedimentation control	3,000
19	Granite Net	Annual support renewal for Cues Granite Net	3,000

20	Arc GIS user license 4 @ 500	License renewal that will be used to dispatch work orders through Workforce for Arc GIS. This will enable us to keep track of assets using Arc GIS	2,000
Total Cost			\$ 336,250

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Maintenance 3171-535</i>
Line Item #	<i>5250</i>
Line Item Description	<i>Fuel and Gasoline</i>

Item	Description	Justification	Estimated Cost
1	CNG Fuel 200 gal. @ \$2.00/gal.	Fuel for trucks	400
2	Diesel Fuel 15,000 gal. @ \$3.00 gal.	Fuel for Utility Trucks, Vaccon, equipment and Emergency generators and by-pass pumps	45,000
3	Gasoline 7,200 gal. @ \$2.50 gal.	Fuel for trucks and small equipment	18,000

Total Cost	\$ 63,400
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Maintenance 3171-535</i>
Line Item #	<i>5400</i>
Line Item Description	<i>Books, Publications & Subscriptions</i>

Item	Description	Justification	Estimated Cost
1	Operations and Maintenance of Collections System Books	Certification training manuals	1,000

Total Cost	\$ 1,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	Training for Personnel in Collections and Lift Stations Maintenance	OSHA safety courses, Confine space yearly refreshner, Trenching and shoring safety, Heavy equipment safety (Selected) Waste water and Water distribution Certifications, Electrical safety courses and other training that is necessary to keep employees safe.	16,000

Total Cost	\$ 16,000
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
1	Miscellaneous Reclaimed Water Lines		50,000
2	Miscellaneous Sanitary Sewer Lines		50,000
3	Lift Stations Renewal and Replacemnet Program	Strategic Renewal and Replacement of 7 LS per year	1,000,000

Total Cost	\$ 1,100,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Hand Held Radios	Upgrade to new radios, Old ones can no longer be repaired(Obsolete)	5,000
2	GPS unit	Upgrade GPS unit to help GPS all assets found in the field.	2,500
3	Locator	Locator to help with TV camera locating, see snake and main gravity inspection camera.	2,500
4	GNET storage Hardware	Hard drive that stores all videos and pictures collected through Granite Net TV inspection Hardware	10,000
5	10 HP LS Pump Replacement (2)	Replace pumps with 10 HP Flygt pumps due to age and the need to increase station capacity	20,000
6	30 HP LS pump replacements (2)	Replace 47 HP pumps at LS 085 and LS 093 causing vibration issues on residents that live next door to the lift station. Xylem has inspected the pumps and said the pump is running normal and only repair is to replace with different pump.	120,000
7	100 KW Mobile generator	Add another emergency generator to fleet to supply emergency power to lift stations as needed during storms and Hurricanes.	110,000
8	Pressure washer (X2)	Pressure washers and fittings to be truck mounted and help with grease control in wet wells.	2,500
9	NEW F-550 (8,000 lb Crane) Diesel Utility Truck for LS Mechanic Crew	Utility crane truck for the LS mechanics to perform maintenance on the lift stations . Replace unit 19-1319 2007 F-450 boom truck.	125,000

Total Cost	\$ 397,500
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Fund	Water & Wastewater Fund - 401
Department	Wastewater Maintenance 3171-535
Line Item #	6800
Line Item Description	Intangibles

Item	Description	Justification	Estimated Cost
1	Asset Mangement Program	Asset Management Software	50,000

Total Cost	\$ 50,000
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CITY OF APOPKA
RESTORATION
401 - 3181

LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	91,921	143,516	306,263	113.40%
1210 LONGEVITY PAY	-	951	797	-16.21%
1400 OVERTIME	7,201		-	0.00%
2100 F.I.C.A.	7,423	11,052	23,490	112.55%
2200 RETIREMENT CONTRIBUTION	18,298	25,195	45,684	81.32%
2300 LIFE AND HEALTH INSURANCE	18,981	48,684	54,736	12.43%
2400 WORKERS COMPENSATION	10,492	7,671	5,066	-33.96%
2600 OTHER POST EMPLOYMENT BENEFITS	-	-	-	#DIV/0!
2610 PENSION ADJUSTMENT	-			#DIV/0!
TOTAL	154,317	237,069	436,036	83.93%
SUPPLIES AND OTHER SERVICES:				
4400 RENTAL & LEASES	-		-	#DIV/0!
4600 REPAIR AND MAINTENANCE	108,382		-	#DIV/0!
4650 VEHICLE MAINTENANCE	13,825		-	#DIV/0!
5100 OFFICE SUPPLIES	812		-	#DIV/0!
5200 OPERATING SUPPLIES	8,875		-	#DIV/0!
5250 FUEL & GASOLINE	16,985		-	#DIV/0!
5500 TRAINING	575		-	#DIV/0!
TOTAL	149,454	-	-	#DIV/0!
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	-	-	0.00%
6400 EQUIPMENT	-	-		0.00%
TOTAL	-	-	-	0.00%
TOTAL COST	303,771	237,069	436,036	83.93%

CITY OF AOPKA
DESIGN ENGINEERING
401 - 3410

LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	445,032	478,657	417,982	-12.68%
1210 LONGEVITY PAY	-	1,328	1,411	6.22%
1400 OVERTIME	407	800	800	0.00%
1600 OTHER REIMBURSED ALLOWANCES	932	3,360	3,360	0.00%
2100 F.I.C.A.	32,798	36,817	32,181	-12.59%
2200 RETIREMENT CONTRIBUTION	71,369	51,782	53,627	3.56%
2300 LIFE AND HEALTH INSURANCE	64,681	76,872	70,657	-8.08%
2400 WORKERS COMPENSATION	-	2,066	1,805	-12.61%
2600 OTHER POST EMPLOYMENT BENEFITS	-	-	-	#DIV/0!
2610 PENSION ADJUSTMENTS	-	-	-	#DIV/0!
TOTAL	615,219	651,681	581,824	-10.72%
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	100,000	100,000	100.00%
4000 TRAVEL & PER DIEM	-	2,000	2,000	100.00%
4100 COMMUNICATION SERVICES	-	2,400	-	100.00%
4200 FREIGHT & POSTAGE	-	250	250	0.00%
4300 UTILITY SERVICES	1,801	-	-	#DIV/0!
4600 REPAIR AND MAINTENANCE	-	-	150	#DIV/0!
4650 VEHICLE MAINTENANCE	370	2,000	2,000	0.00%
5100 OFFICE SUPPLIES	678	1,500	750	-50.00%
5200 OPERATING SUPPLIES	17,509	41,350	15,850	-61.67%
5250 FUEL & GASOLINE	868	1,500	4,500	200.00%
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	1,041	17,210	17,210	0.00%
5500 TRAINING	3,056	10,300	14,100	36.89%
TOTAL	25,323	178,510	156,810	-12.16%
CAPITAL OUTLAY:				
6400 EQUIPMENT	-	-	126,000	
6800 INTANGIBLES	-	-	29,800	0.00%
TOTAL	-	-	155,800	0.00%
TOTAL COST	640,542	830,191	894,434	7.74%

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Engineering 3410-539</i>
Line Item #	<i>1400</i>
Line Item Description	<i>Overtime</i>

Item	Description	Justification	Estimated Cost
1	Overtime	Non-Exempt Employees Overtime Pay	\$800

Total Cost	\$800
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Maintenance 3141-533</i>
Line Item #	<i>1600</i>
Line Item Description	<i>Other Reimbursed Allowances</i>

Total Cost	\$3,360
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Engineering 3410-539</i>
Line Item #	<i>3100</i>
Line Item Description	<i>Professional Services</i>

Total Cost	\$100,000
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Total Cost	\$2,000
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Fund	Water & Wastewater Fund - 401
Department	Engineering 3410-539
Line Item #	4200
Line Item Description	Freight & Postage

Total Cost	\$250
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Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Total Cost	\$150
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Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Engineering 3410-539</i>
Line Item #	<i>4650</i>
Line Item Description	<i>Vehicle Maintenance</i>

Total Cost	\$2,000
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Fund	Water & Wastewater Fund - 401
Department	Engineering 3410-539
Line Item #	5100
Line Item Description	Office Supplies

Total Cost	\$750
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Autodesk Infrastructure Design Suite Premium 2020	3 Annual Subscriptions @ \$1,500	\$4,500
2	Autodesk AutoCAD LT 2020	2 Annual Subscriptions @ \$350	\$700
3	SketchUp Pro 2020	1 Annual Subscription @ \$200	\$200
4	Adobe Document Cloud	1 Annual Subscriptions @ \$250	\$250
5	Bluebeam Revu	2 Single User Licenses @ \$550	\$1,100
6	ProContractor Studio	2 Annual Subscriptions @ \$400	\$800
7	PC Monitor	10 PC Monitors @ \$250	\$50
8	Monitor Stand System	5 Stand Systems @ \$350	\$1,750
9	ArcGIS Online Service Credits	10 Blocks @ \$100	\$1,000
10	Safety Shoes	10 Pairs @ \$150	\$1,500
11	Tablet (Project Management / GIS)	5 Tablets @ \$800	\$4,000
Total Cost			\$15,850

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Engineering 3410-539</i>
Line Item #	<i>5250</i>
Line Item Description	<i>Fuel and Gasoline</i>

Total Cost	\$4,500
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	APWA Membership	1 Annual Membership @ \$250	\$250
2	AWWA Membership	1 Annual Membership @ \$250	\$250
3	ASCE Membership	1 Annual Membership @ \$250	\$250
4	AMA Membership	1 Annual Membership @ \$250	\$250
5	ITE Membership	1 Annual Membership @ \$260	\$260
6	FES Membership	1 Annual Membership @ \$210	\$210
7	WEF Membership	1 Annual Membership @ \$210	\$210
8	SEDAAG Membership	1 Annual Membership @ \$50	\$50
9	Engineering News-Record	1 Subscription @ \$30	\$30
10	AWWA Standards	AWWA Standards - Full Set (Print Edition)	\$13,450
11	Books & Publications	Miscellaneous Engineering Books	\$2,000

Total Cost	\$17,210
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	FDOT Advanced MOT Certificate	FDOT Advanced Maintenance of Traffic Certification (5 @ \$300)	\$1,500
2	PMP Certificate	Project Management Professional Certification (2 @ \$750)	\$1,500
3	PTOE Certificate	Professional Traffic Operations Engineer Certification (2 @ \$600)	\$1,200
4	CFM Certificate	Floodplain Manager Certification (2 @ \$600)	\$1,200
5	ESRI GIS Data Management	Implementing Versioned Workflows in a Multiuser Geodatabase	\$2,000
6	FAA Drone Pilot License	1 Bi-Annual License @ \$200	\$200
7	Utility Underground Contractors License	License for Project Manager and Construction Inspectors (4 @ \$1,500)	\$6,000
8	Professional Engineers License	PE License 2 @ \$250	\$500

Total Cost	\$14,100
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Fund	Water & Wastewater Fund - 401
Department	Engineering 3410-539
Line Item #	6400
Line Item Description	Equipment & Machinery

Item	Description	Justification	Estimated Cost
1	New F-150 CNG	Vehicle for Senior Project Coordinator (\$42,000)	42,000
2	New F-150 CNG	Vehicles for Construction Inspector (\$42,000)	42,000
3	New F-150 CNG	Vehicles for Construction Inspector (\$42,000)	42,000

Total Cost	\$126,000
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Fund	Water & Wastewater Fund - 401
Department	Engineering 3410-539
Line Item #	6800
Line Item Description	Intangible Assets

Total Cost	\$29,800
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CITY OF APOPKA
UTILITY PLANT MAINTENANCE
401 - 3191

LINE ITEM DETAIL

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>PERCENT</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ADOPTED</u>	<u>CHANGE</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	503,296	539,521	475,442	-11.88%
1210 LONGEVITY PAY	236	1,595	1,619	1.50%
1400 OVERTIME	12,219	26,676	26,676	0.00%
1600 OTHER REIMBURSED ALLOWANCES		480	480	0.00%
2100 F.I.C.A.	37,555	43,473	38,573	-11.27%
2200 RETIREMENT CONTRIBUTION	95,258	93,643	83,848	-10.46%
2300 LIFE AND HEALTH INSURANCE	97,621	118,511	103,104	-13.00%
2400 WORKERS COMPENSATION	6,726	4,820	6,941	44.00%
2600 OTHER POST EMPLOYMENT BENEFITS	-			
2610 PENSION ADJUSTMENT	-			
TOTAL	752,910	828,719	736,683	-11.11%
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	-	-	10,000	
4000 TRAVEL & PER DIEM	70	1,000	1,000	0.00%
4100 COMMUNICATIONS	1,082	1,920	1,920	100.00%
4200 FREIGHT & POSTAGE	94	500	500	0.00%
4400 RENTALS & LEASES	106,647	3,000	3,000	0.00%
4600 REPAIR AND MAINTENANCE	444,012	278,500	336,200	20.72%
4650 VEHICLE MAINTENANCE	3,375	6,000	7,500	25.00%
4900 OTHER CURRENT CHARGES	550	100	100	100.00%
5100 OFFICE SUPPLIES	499	500	-	100.00%
5200 OPERATING SUPPLIES	228,129	44,082	44,700	1.40%
5250 FUEL & GASOLINE	22,175	27,400	12,650	-53.83%
5500 TRAINING	1,344	3,350	3,350	12.17%
TOTAL	807,976	366,352	410,920	12.17%
CAPITAL OUTLAY:				
6400 EQUIPMENT	297,153	25,000	130,000	100.00%
6800 INTANGIBLES	-	-	50,000	0.00%
TOTAL	297,153	25,000	180,000	100.00%
TOTAL COST	1,858,039	1,220,071	1,327,603	8.81%

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>1600</u>
Line Item Description	<u>Other Reimburse Amount</u>

Item	Description	Justification	Estimated Cost
1	Cell Phone Allowance	Monthly cell phone allowance	480
2			
3			

Total Cost	\$ 480.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund Water & Wastewater Fund - 401
Department Utility Plant Maintenance 3191-535
Line Item # 3400
Line Item Description Other Contractual Services

Item	Description	Justification	Estimated Cost
1	SCADA Maintenance & Support Contract	Service contract to maintain the City's SCADA system to include troubleshooting, backup PLC/PAC code, updating control and graphical changes, and equipment replacement.	10,000
2			
3			

Total Cost	\$ 10,000.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Travel and Per Diem for maintenance related training for the division	Travel and Per Diem for maintenance related training for the Utility Plant Maintenance Division	\$ 1,000.00
2			
3			

Total Cost	\$ 1,000.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Cell Phone Service - Standby Maintenance Staff	Service for the City provided cell phones and tablets for the Utility Plant Maintenance Division. Phones (1) is used by supervisor for monitoring standby calls. Tablets (3; 1 current, 2 added) for plant maintenance staff access to work orders, SCADA and GIS. (\$40/mo each)	\$ 1,920.00
2			
3			

Total Cost	\$ 1,920.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	Freight (Package Shipping)	Freight charges in the shipment of packages from the Utility Plant Maintenance Division.	\$ 500.00
2			
3			

Total Cost	\$ 500.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	Emergency Equipment Rental	Rental of equipment for the Utility Plant Maintenance Division in response to unforeseen emergencies	\$ 3,000.00
2			
3			

Total Cost	\$ 3,000.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair & Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
<u>Water Reclamation (WRF (2)) / Reclaimed Water (RWPS (4))</u>			
1	Air Compressor Maintenance & Repairs	Parts, materials, & labor to maintain & repair the air compressor systems (6) at the WRF's	\$ 10,000.00
2	Belt Press Maintenance & Repairs	Parts, materials, & labor to maintain & repair the belt press systems (2) at the WRF East Plant	\$ 7,500.00
3	Blower Maintenance & Repairs	Parts, materials, & labor to maintain & repair the blower systems (10) at the WRF's	\$ 5,000.00
4	Chlorination System Maintenance & Repairs	Parts, materials & labor to maintain the chlorination systems (4) at the WRF's & RWPS's	\$ 7,500.00
5	Electrical, Instrumentation and Controls Maintenance & Repairs	Parts, materials, and labor to maintain the electrical, instrumentation and control systems at the WRF's & RWPS's	\$ 20,000.00
6	Emergency Generator Maintenance & Repairs	Parts, materials, & labor to maintain & repair the emergency generators (8) at the WRF's & RWPS's	\$ 30,000.00
7	Facility Maintenance & Repairs	Parts, materials, and labor to maintain the facilities at the WRF's & RWPS's	\$ 7,500.00
8	Fence Installation, Maintenance & Repairs	Installation of new fence line to isolate the east spray field from the APD shooting range. This will allow for proper security of the WRF. Repair and routine maintenance of perimeter fencing.	\$ 20,000.00
9	North Reuse HSP #2 Rehabilitation	5-year maintenance and repairs to the North Reuse RWPS HSP #2, including rehabilitation of the pump and motor	\$ 20,000.00
10	Plant Reuse Well Repair, Rehabilitation & Video	5-year maintenance and repairs to the Plant Reuse RWPS Well, including rehabilitation of the well pump and well hole	\$ 50,000.00
11	Pump, Motor & Gear Drive Maintenance & Repairs	Parts, materials, & labor to maintain & repair pumps, motors & gear drives at the WRF's and RWPS's	\$ 40,000.00
12	SCADA System Maintenance & Repairs	Parts, materials & labor to maintain the SCADA systems at the WRF's & RWPS's	\$ 10,000.00
	Fire Extinguisher	Yearly Insoections and repairs	\$ 100.00
<u>Water Plants (WTP (5))</u>			

1	<i>Chlorination System Maintenance & Repairs</i>	<i>Parts, materials & labor to maintain the chlorination systems (5) at the WTP's</i>	\$ 10,000.00
2	<i>Electrical, Instrumentation & Controls Maintenance & Repairs</i>	<i>Parts, materials, and labor to maintain the electrical, instrumentation and control systems at the WTP's</i>	\$ 11,000.00
3	<i>Emergency Generator Maintenance & Repairs</i>	<i>Parts, materials, & labor to maintain & repair the emergency generators (6) at the WTP's</i>	\$ 15,000.00
4	<i>Facility Maintenance & Repairs</i>	<i>Parts, materials, and labor to maintain the facilities at the WTP's</i>	\$ 7,500.00
5	<i>Northwest WTP HSP #2 Rehabilitation</i>	<i>5-year maintenance and repairs to the Northwest WTP HSP #2, including rehabilitation of the pump and motor</i>	\$ 20,000.00
6	<i>Pump & Motor Maintenance & Repairs</i>	<i>Parts, materials, & labor to maintain & repair pumps & motors at the WTP's</i>	\$ 40,000.00
7	<i>SCADA System Maintenance & Repairs</i>	<i>Parts, materials & labor to maintain the SCADA systems at the WTP's</i>	\$ 5,000.00
8	<i>Fire Extinguisher</i>	<i>Yearly Insoections and repairs</i>	\$ 100.00
9			

Total Cost	\$ 336,200.00
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	Preventive and Corrective Maintenance - Vehicles	Maintenance and repairs to the Utility Plant Maintenance Division pickup trucks (5) and (3) utility trucks	\$ 6,000.00
2	Preventive and Corrective Maintenance - Grounds Equipment	Maintenance and repairs to the grounds maintenance equipment including, two lawn mowers, edgers, weed eaters, blowers, chain saws	1,500
3			

Total Cost	\$ 7,500.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Current Charges</u>

Item	Description	Justification	Estimated Cost
1	Diesel Tank Registrations	Fees for registering new monitored fuel tanks on fixed generators.	\$ 100.00
2			
3			

Total Cost	\$ 100.00
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CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1			
2			

Total Cost	\$ -
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	<i>Antero Maintenance Software Annual Support</i>	<i>Annual support renewal for the Antero Maintenance Software package</i>	\$ 1,900.00
2	<i>Employee Safety Shoes (8 @ \$150)</i>	<i>Safety shoes provided to the employees to reduce workplace injuries in the performance of their duties</i>	\$ 1,200.00
3	<i>Employee Uniforms (8 @ \$3.82/wk)</i>	<i>Uniorms provided to the employees</i>	\$ 1,600.00
4	<i>Landscape Maintenance Supplies</i>	<i>Miscellaneous supplies and parts from local vendors for consumable materials and parts to maintain the WRF's landscape</i>	\$ 3,500.00
5	<i>Landscape Maintenance Equipment</i>	<i>Tools & equipment needed to perform landscape maintenance of the WRF</i>	\$ 3,500.00
6	<i>Miscellaneous Operating Supplies</i>	<i>Miscellaneous supplies and parts from the Public Services Warehouse and local vendors to provide PPE for employees, consumable materials, and parts for emergency repairs</i>	\$ 12,000.00
7	<i>Oils, Greases and Lubricants</i>	<i>Oils, greases and lubricants for maintenance of pumps, motors, and gear boxes at the LS's, WRF's, RWPS's & WTP's</i>	\$ 15,000.00
8	<i>Tools (Replacement & New Purchase)</i>	<i>Tools needed to perform preventive and corrective maintenance at the LS's, WRF's, RWPS's & WTP's</i>	\$ 6,000.00
9			
10			

Total Cost	\$ 44,700.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel & Gasoline</u>

Item	Description	Justification	Estimated Cost
1	Fuel for Vehicles - Diesel (3,000 gal. @ \$3.00/gal.)	Fuel for Utility Trucks (4)	\$ 9,000.00
2	Fuel for Vehicles - Gasoline (600 gal. @ \$2.50/gal.)	Fuel for Pickup (1) and Utility Trucks (2)	\$ 1,500.00
3	Fuel for Vehicles - CNG (200 gal. @ \$2.00/gal.)	Fuel for Pickup (1) and Utility Truck (1)	\$ 400.00
4	Fuel for Landscape Equipment - Diesel (500 gal. @ \$3.00/gal.)	Fuel for Mower (1) and Tractors (2)	\$ 1,500.00
5	Fuel for Landscape Equipment - Gasoline (100 gal. @ \$2.50/gal.)	Fuel for Gas Powered Landscape Equipment	\$ 250.00
6			
7			

Total Cost	\$ 12,650.00
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	Training courses for the Maintenance Staff in electrical, mechanical and instrumentation maintenance	Training courses for the electricians, mechanics and instrument technicians to keep up to date on current technologies and methodologies in predictive, preventive and corrective maintenance.	\$ 2,800.00
2	ROY CEU Online Courses (2 @ \$125)	Courses meet CEU requirements for operator certification renewal	\$ 250.00
3	FDEP Operator Certification Renewals (2 @ \$75)	FDEP certification for wastewater plant operators	\$ 150.00
4	Orange County Electrical License Renewals (2 @ \$75)	Orange County journeyman certification for electricians	\$ 150.00
5			
6			

Total Cost	\$ 3,350.00
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-2021**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Plant Maintenance 3191-535</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Kubota Zero Turn Mower	Zero turn mower for use to complete landscape maintenance at the water reclamation facility.	\$ 15,000.00
2	Kubota 4X4 Tractor	Replacement of existing Massey Ferguson tractor to complete landscape maintenance at the water reclamation facility.	\$ 50,000.00
3			
4			
Water Reclamation (WRF) / Reclaimed Water (RWPS)			
1	Plant Reuse Pump Valve Rehabilitation	Replacement of failing isolation and check valves on HSP #1 - 4 at the PR RWPS	\$ 20,000.00
	Equalization Basin Pump Header	Installation of discharge header for EQ pumps #1 - 3 at the WRF. These pumps can only pump to the West Plant. We need the option to pump to the East Plant.	\$ 20,000.00
Water Plants (WTP)			
1	Northwest WTP Effluent Flow Meter Rehabilitation	Replacement of aging pressure differential flow meter with new mag meter at the Northwest WTP. New flow meter will improve pump efficiency by reducing back pressure in the distribution header.	\$ 25,000.00
2			
3			
Total Cost			\$ 130,000.00

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Plant Maintenance 3191-535</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangibles</i>

Total Cost	\$ 50,000
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CITY OF APOPKA SANITATION FUND

402 - 3210

LINE ITEM DETAIL

	2019	2020	2021	PERCENT
	ACTUAL	BUDGET	ADOPTED	CHANGE
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	795,265	801,917	817,268	1.91%
1201 NPL ADJUSTMENT	-	-	-	0.00%
1210 LONGEVITY PAY	-	3,564	3,625	1.74%
1400 OVERTIME	146,487	191,879	191,879	0.00%
1600 OTHER REIMBURSED ALLOWANCES	480	960	960	0.00%
2100 F.I.C.A.	67,594	76,335	77,514	1.54%
2200 RETIREMENT CONTRIBUTION	159,808	166,244	185,425	11.54%
2300 LIFE AND HEALTH INSURANCE	186,060	202,610	210,480	3.88%
2400 WORKERS COMPENSATION	29,535	20,553	20,330	-1.09%
2500 UNEMPLOYMENT COMPENSATION	-	-	-	0.00%
2600 POSTEMPLOYMENT BENEFITS	-	-	-	0.00%
2610 PENSION ADJUSTMENT	-	-	-	0.00%
TOTAL	1,385,229	1,464,062	1,507,480	2.97%
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	50,000	100.00%
3200 AUDIT SERVICES	-	-	-	100.00%
3400 OTHER CONTRACTUAL SERVICES	970	5,160	28,560	453.49%
3410 OTHER CONTRACTUAL SVCS-DEBRIS REMOVAL	-	-	-	0.00%
4000 TRAVEL & PER DIEM	275	1,200	1,200	100.00%
4100 COMMUNICATIONS	-	-	-	0.00%
4200 FREIGHT & POSTAGE	4,223	5,300	5,300	0.00%
4300 UTILITY SERVICES	1,265,574	1,452,074	1,571,150	8.20%
4400 RENTAL & LEASES	6,900	-	-	#DIV/0!
4600 REPAIR AND MAINTENANCE	932	7,000	7,600	8.57%
4650 VEHICLE MAINTENANCE	393,544	402,000	456,700	13.61%
4700 PRINTING AND BINDING	3,995	5,000	5,000	0.00%
4902 LEGAL ADVERTISING	-	1,500	1,500	0.00%
4903 TEMPORARY LABOR	122,495	115,000	185,000	60.87%
4910 MISC EXPENSE ADJUSTMENT FY 18	-	-	-	0.00%
4960 BAD DEBT	-	-	-	0.00%
5100 OFFICE SUPPLIES	645	1,200	1,200	0.00%
5200 OPERATING SUPPLIES	297,859	279,565	294,140	5.21%
5250 FUEL & GASOLINE	145,955	303,160	319,202	5.29%
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	223	250	250	0.00%
5500 TRAINING	-	2,500	2,500	0.00%
5900 DEPRECIATION	-	-	-	0.00%
TOTAL	2,243,589	2,580,909	2,929,302	13.50%
CAPITAL OUTLAY:				
6400 EQUIPMENT	36,483	370,000	720,000	#DIV/0!
6800 INTANGIBLES	-	-	50,000	#DIV/0!
TOTAL	-	-	770,000	#DIV/0!
DEBT SERVICE:				
7101 PRINCIPAL	-	-	-	#DIV/0!
7202 INTEREST	1,332	-	-	#DIV/0!
TOTAL	1,332	-	-	#DIV/0!
TRANSFERS:				
9100 TRANSFER TO GENERAL FUND	680,784	680,784	680,784	0.00%
9150 TRANSFER TO GRANT FUND	-	-	-	0.00%
TOTAL	680,784	680,784	680,784	0.00%
CONTINGENCY:				
9300 CONTINGENCY	-	-	-	0.00%
TOTAL	-	-	-	0.00%
TOTAL COST	4,310,935	4,725,755	5,887,566	24.58%

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	14 employees x 52 x 10 hrs. x \$21.34	OT used to run Residential Recycling Routes, Bulky, carts	155,355
2	17 Employees x 9 holidays x 10 hr. x \$21.34	paid holidays worked	32,500
3	2 Employees x 52 x 10 x 21.34	OT used to run Commercial routes	22,200
4	Standby pay	One employee on standby for Saturday and Sunday for commercial route call outs and critical service response 2hrs x 104 x 21.34	4,440
	Reduction in OT if 2nd Operator added	reduction in OT use by 2080 hours - (if 2 operators added, reduce OT by \$44,387)	

Total Cost	\$ 214,495
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>1600</u>
Line Item Description	<u>Other Reimbursed Allowances</u>

Item	Description	Justification	Estimated Cost
1	Cell phone reimbursement for Ops Mgr & Foreman	City use of personal phone for phone calls, email access in the field, texting and sending pictures related to solid waste service, complaints and incidents	960

Total Cost	\$	960
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Solid Waste Operations Study	comprehensive solid waste operations analysis to include rate study, recycling options, once per week garbage collection impact	50,000

Total Cost	\$ 50,000
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Janitorial Services	share of warehouse janitorial service	960
	T-mobile fleet gps	fleet speed and location monitoring	4,200
2	Fleet washing service 15 trucks x \$30 x 52	Contractor to power wash trucks behind the blade and the chassis and engine compartment on a weekly basis. This will help reduce the amount of trash and grit build up that is difficult to remove with our current equipment and labor hours available. This can help protect the packing cylinders which cost over \$4000 each to replace once the pistons or seals become worn or damaged. This will also extent the life of the packer blade and guide rails, reducing the amount of down time and spare truck demand.	23,400

Total Cost	\$ 28,560
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CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21

Fund Sanitation Fund - 402
Department Sanitation - 3210-534
Line Item # 4000
Line Item Description Travel & Per Diem

Item	Description	Justification	Estimated Cost
1	Epass	epass tolls for sanitation trucks traveling to disposal facilities and repair facilities in Orlando	1,200

Total Cost \$ 1,200

Fund	Sanitation Fund - 402
Department	Sanitation 3210-534
Line Item #	4200
Line Item Description	Freight & Postage

Total Cost	\$ 5,300
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	Electric Charges	Sanitation share of electric charges for warehouse	2,650
2	Waste Water Charges	Sanitation share of waste water charges for warehouse	2,500
3	Bulky	tipping fees	115,000
4	MSW	tipping fees	1,074,000
5	Recycling	recycling processing fees	222,500
6	Yard Waste	tipping fees	154,500

Total Cost	\$ 1,571,150
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Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Total Cost	\$ 7,600
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	Vehicle maintenance expense \$13.80hour x 32311 operating hours	preventative maintenance, tire and repairs of sanitation trucks	445,900
2	backup alarms for the 3 trucks with CNG in the tailgate	We have 3 trucks that have the CNG fuel tanks in the tailgate. One of them was involved in a backing incident where tailgate damage was involved. The damage was over \$20,000 and it was out of commission for a month. A backup proximity alarm to warn the drive when they are backing to close to an object would lessen the risk of damage to the fuel tanks that are located in the tailgate of the truck.	10,800

Total Cost	\$ 456,700
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
1	Recycle calendar	4 color calendar with magnet mailed to each home for bi-weekly recycling schedule reference	5,000

Total Cost	\$ 5,000
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Fund	Sanitation Fund - 402
Department	Sanitation 3210-534
Line Item #	4902
Line Item Description	Legal Advertising

Total Cost	\$ 1,500
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4903</u>
Line Item Description	<u>Temporary Labor</u>

Item	Description	Justification	Estimated Cost
1	Temp Labor	Permanent Temp laborers for yard waste routes. 10020 hours x 18.40	185,000
Total Cost			\$ 185,000

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Office Supplies	printer cartridges, printer paper, supplies	1,200

Total Cost	\$ 1,200
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Refuse carts	New and replacement garb and recy carts	102,000
2	Refuse cart wheels and parts	spare parts for cart repairs	2,500
3	Front load Containers	New and replacement commercial dumpsters	120,000
4	Dumpster bottom replacement	replace bottoms in front load dumpsters	8,000
5	Dumpster lids/hinges	dumpster replacement parts	2,000
6	Dumpster Decals	City logo for new/replacement dumpsters	1,500
7	Customer Tags	Customer information tags	1,000
8			
9	Locks	locks for dumpster lock bar provide to customers	560
10	Misc Hand tools	rakes shovels etc	500
	Mailbox/ garbage can/Property	minor property damage repairs caused by	
11	damage	sanitation trucks	2,500
12	Motorola batteries	handheld radio replacment batteries	500
13	Handheld radios	replace unit at end of life	2,500
		replacement cameras for bulky and commercial	
14	Cameras	service verification	700
15	Oil absorbant	absorbent for accidental oil spill clean up	2,000
16	Wypall towels	safety supplies	1,600
17	Reflective Vests	safety equipment	450
18	Hard Hats	safety equipment	450
19	Gloves	safety equipment	500
20	Safety glasses	safety equipment	350
21	Safety shoes	safety equipment	2,850
22	gator aid	safety supplies	500
23	uniforms	safety equipment	7,000
24	inspection forms	DOT vehicle inspection forms	600
25	water coolers	safety equipment	380
26	yard trash cans	replacement yard trash cans	200
		Partial truck load of bear resistant carts 100 x	
27	bear resistant carts	\$230 for customer requests and replacments for	
		lost carts.	23,000
28	relocate fence at fuel island	accommodate more trucks at cng dispensers	10,000

Total Cost	\$ 294,140
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Fund	Sanitation Fund - 402
Department	Sanitation 3210-534
Line Item #	5250
Line Item Description	Fuel and Gasoline

Item	Description	Justification	Estimated Cost
1	CNG 24906 hrs x 5 gal/hr x \$2	fuel for sanitation vehicles	249,060
2	Diesel 5608 hours x 4 gal/hr x \$3	fuel for sanitation vehicles	67,296
3	Gasoline 759 hrs x 1.5 gal/hr x \$2.5	fuel for sanitation vehicles	2,846

Total Cost	\$ 319,202
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**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	SWANA subscription	Solid waste association subscription, industry and safety resource	250
Total Cost			\$ 250

Fund	Sanitation Fund - 402
Department	Sanitation 3210-534
Line Item #	5500
Line Item Description	Training

Item	Description	Justification	Estimated Cost
1	Solid waste training	online access to equipment specific solid waste training videos	2,500

Total Cost	\$ 2,500
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**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2020-21**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Automated sideload truck	Pay the remaining 300,000 on truck we put down payment on last year to replace 2007 Mack garbage truck #1144	300,000
2	Automated sideload truck	Replace 2007 Mack garbage truck #1145	400,000
3	washbay improvement	repair broken concrete and expand trench drain to prevent overflowing wash water	20,000

Total Cost	\$ 720,000
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Fund	<i>Sanitation Fund - 402</i>
Department	<i>Sanitation 3210-534</i>
Line Item #	<i>6800</i>
Line Item Description	<i>Intangibles</i>

Total Cost	\$ 50,000
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Budget Requests (Wish List)

Department

Public Services

Division

Utilities Maintenance - 3141

ACCOUNT DESCRIPTION	DESCRIPTION/JUSTIFICATION	AMOUNT
REG. SALARIES & WAGES	Utility Service Worker II / Residential backflow program	34132
LONGEVITY PAY		
PROFICENCY PAY		
OTHER SALARIES & WAGES		
OVERTIME		
SPECIAL PAY		
SALARIES & WAGES		34132
PROFESSIONAL SERVICES		
OTHER CONTRACTUAL SERVICES		
TRAVEL & PER DIEM		
COMMUNICATION SERVICES		
FREIGHT & POSTAGE		
RENTALS & LEASES		
LIABILITY & CASUALTY INSURANCE		
REPAIR & MAINT - BLDG & EQUIP		
VEHICLE MAINTENANCE		
PRINTING SERVICES		
PROMOTIONAL ADVERTISING		
PUBLIC RELATIONS		
LEGAL ADVERTISING		
OPERATING SUPPLIES		
FUEL & GASOLINE		
BOOKS,PUBS,SUBS & MEMBSHP		
TRAINING		
OPERATING EXPENSES		0
CAPITAL - BUILDING		
CAPITAL - EQUIPMENT		
CAPITAL OUTLAY		0
TOTAL		34132