



CITY COMMISSION - CITY OF WILDWOOD

Mayor/Commissioner – Ed Wolf – Seat 1

Mayor Pro Tem/Commissioner – Pamala Harrison-Bivins – Seat 2

Joe Elliott – Seat 3

Marcos Flores – Seat 4

Julian Green – Seat 5

Jason McHugh – City Manager

Agenda

Regular Meeting

September 23, 2024 7:00 PM

City Hall Commission Chamber

100 N Main Street

Persons with disabilities or language barriers needing assistance to participate in any of these proceedings should contact the City Clerk's Department, ADA Coordinator, at 352-330-1330, Ext. 103, forty-eight (48) hours in advance of the meeting.

F.S.S. 286.0105 - If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that, for such purpose, they 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. The City of Wildwood DOES NOT provide this verbatim record.

1. Call to Order

2. Public Hearings - Timed - Legislative

A. *SWEAR IN CITY STAFF AND PUBLIC SPEAKERS*

B. *RESOLUTION NO. R2024-22 - A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR CITY OF WILDWOOD, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE.*

FY25 Final Millage Adoption

Staff recommends approval.

- C. ***RESOLUTION NO. R2024-23 - A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024-2025 FOR THE CITY OF WILDWOOD, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE.***

FY25 Final Budget Adoption

Staff recommends approval.

- D. ***ORDINANCE NO. O2024-56 - AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR INCREASES TO THE WATER, WASTEWATER, AND IRRIGATION USER CHARGES AND FACILITY AVAILABILITY BASE RATES; PROVIDING FOR FINDINGS; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.***

Adjustment to the Water and Wastewater Rates of the City of Wildwood's Utility System

Staff recommends approval.

3. Public Hearings - Timed - Quasi-Judicial

4. Consent Agenda/Informational Items

(A consent agenda may be presented by the Mayor at the beginning of a meeting. Items may be removed from the consent agenda at the request of any one Commissioner. Items not removed may be adopted by general consent without debate. Removed items may be either taken up immediately after the consent agenda or placed later on the agenda at the discretion of the Commission.)

- A. *EXPENDITURE REPORT*
- B. *MINUTES FOR APPROVAL: JUNE 17, 2024 REGULAR COMMISSION MEETING*
- C. *MINUTES FOR APPROVAL: JULY 8, 2024 REGULAR COMMISSION MEETING*
- D. *PLAT 2408-004 VOSO UNIT 184 FINAL PLAT*
- E. *SP 2403-007 HIGHFIELD AT TWISTED OAKS AMENITY CENTER*
- F. *SPECIAL EVENT REQUEST FOR MR. SWINDLE'S TRAVELING PECULIARIUM*
- G. *WILDWOOD MIDDLE HIGH SCHOOL HOMECOMING PARADE*
- H. *WUDD FY24-25 PROPOSED BUDGET*

5. Presentations and/or Proclamations

A. *PROCLAIM OCTOBER 2024 AS BREAST CANCER AWARENESS MONTH*

6. **Public Forum - 4 minute time limit**

7. **Ordinances First Reading Only (No Vote)**

- A. ***ORDINANCE NO. O2024-53 - AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROPOSING A SMALL SCALE FUTURE LAND USE MAP AMENDMENT TO THE ADOPTED COMPREHENSIVE PLAN AND FUTURE LAND USE MAP IN ACCORDANCE WITH THE COMMUNITY PLANNING ACT OF 2011, AS AMENDED; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.***

CP 2407-001 707 Missouri Ave

Parcel G05-029

The applicant is seeking approval from the City of Wildwood City Commission for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation from Rural Residential (Sumter County) to Medium Density Residential (City) for the parcel listed above on 5.63 MOL. The request is accompanied by rezoning request RZ 2407-001 (O2024-54).

The Planning and Zoning Board/Special Magistrate recommends approval.

- B. ***ORDINANCE NO. O2024-54 - AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA; PROPOSING A ZONING MAP AMENDMENT TO THE OFFICIAL ZONING MAP IN ACCORDANCE WITH SECTIONS 3.2 AND 3.3 OF THE LAND DEVELOPMENT REGULATIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.***

RZ 2407-001 707 Missouri Ave

Parcel G05-029

The applicant seeks approval from the City of Wildwood City Commission for a Zoning Map amendment to change the zoning district from RR1 (County) to R-2 (City) for the parcel listed above on 5.63 acres MOL. This request is accompanied by small-scale comprehensive plan amendment request CP 2407-001 (O2024-54).

The Planning and Zoning Board/Special Magistrate recommends approval.

- C. ***ORDINANCE NO. O2024-57 - AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 2.32 ACRES LOCATED APPROXIMATELY 0.08 MILES EAST OF CR 209 AND CR 214 INTERSECTION, IN SECTION 19, TOWNSHIP 18 SOUTH, RANGE 23 EAST; WHICH IS CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF***

*WILDWOOD AND LOCATED IN THE CITY'S JOINT PLANNING AREA;
PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF
ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY;
PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING
FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.*

AN 2408-001 John Papagno Residential

The applicant/owner, John Papagno, has submitted a voluntary annexation application for parcel D19-031. The property to be annexed totals 2.32 acres MOL and is located approximately 0.08 miles east of the CR 209 and CR 214 intersection.

Staff recommends approval.

8. Resolutions for Approval

- A. ***RESOLUTION NO. R2024-21 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR INCREASES TO THE RECLAIMED WATER USER CHARGE ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE.***

FY25 Reclaimed Water Rates

Staff recommends approval.

9. Financial & Contracts & Agreements

- A. ***OWNER DIRECT PURCHASE OF IRON FILTERS FOR THE CR 501 WTP IRON FILTRATION PROJECT FOR THE AMOUNT OF \$953,787.00***
- B. ***OWNER DIRECT PURCHASE OF A GENERATOR FOR THE WASTEWATER TREATMENT FACILITY FOR THE AMOUNT OF \$439,750.00***
- C. ***APPROVAL OF AWARD FOR REQUEST FOR QUALIFICATIONS (RFQ) #2024-19 PAVEMENT MANAGEMENT CONSULTING SERVICES***
- D. ***HUEY STREET IMPROVEMENTS PROJECT PAYMENT APPLICATION 3 IN THE AMOUNT OF \$122,751.32***
- E. ***KIMLEY-HORN WORK AUTHORIZATION #12 FOR BIDDING AND CONSTRUCTION SERVICES FOR THE OAK GROVE DRAINAGE IMPROVEMENTS PROJECT IN THE AMOUNT OF \$50,000***
- F. ***DEVELOPER'S AGREEMENT FOR CLAYTON PROPERTIES (HIGHLAND HOMES) F/K/A WOODLAND CROSSINGS - CR 229***
- G. ***MAIN STREET PARKING GARAGE PAY APP NO. 8 IN THE AMOUNT OF \$315,346.70***

10. General Items for Consideration/Discussion and Other Business

11. Appointments

12. City Manager Reports

A. *LOCAL CONSTRUCTION PROJECTS UPDATE - SEPTEMBER 2024*

13. Other Department Reports

14. Commission Members Reports

15. City Attorney Reports

16. Adjournment

Upcoming Events

September 30, 2024 - City Commission Workshop at City Hall at 9am

October 4, 2024 - Cookie Decorating Workshop at Warfield Auditorium at 6:30pm

October 5, 2024 - Wildwood PD Golf Tournament at Southern Oaks Championship
Golf Course - All Day

October 10, 2024 - Fashionably Pink Breast Cancer Awareness Fashion Show at
Wildwood Community Center from 6pm to 9pm

October 14, 2024 - City Commission Meeting at City Hall at 9am

September 23, 2024 7:00 PM

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: FY25 Final Millage Adoption

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

As discussed during budget workshops, the millage rate for FY25 has been advertised at the current FY24 rate of 2.8287. The proposed millage rate supports the FY25 operating budget as well as the transfer to the Capital Improvement Fund and Utility Capital Project Fund from which the major approved capital projects are funded. This rate will be advertised as a tax increase due to being above the rolled-back rate of 2.6499. The proposed rate is 6.75% above the rolled-back rate.

RESOLUTION NO. R2024-22

A RESOLUTION OF THE CITY COMMISSION OF THE CITY
OF WILDWOOD, FLORIDA, ADOPTING THE FINAL
LEVYING OF AD VALOREM TAXES FOR THE CITY OF
WILDWOOD, FLORIDA FOR FISCAL YEAR 2024-2025;
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Wildwood has reviewed the Fiscal Year 2024-2025 budget during public workshops; and,

WHEREAS, the millage rate to be levied provides the sufficient ad valorem tax revenue which when combined with the other projected General Fund revenues will pay the appropriations in the fiscal year 2024-2025 budget; and,

WHEREAS, a public hearing was held on September 23, 2024, as required by Florida Statute 200.065; and,

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Wildwood has been certified by the Sumter County Property Appraiser to the City of Wildwood as \$6,890,225,925.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WILDWOOD, FLORIDA, THAT:

1. The Fiscal Year 2025 tentative operating millage rate is 2.8287 mills, which is greater than the rolled-back rate of 2.6499 mills by 6.75%.
2. The voted debt service millage is 0%.
3. This resolution shall take effect immediately upon its adoption.

DONE AND RESOLVED this 23rd day of September 2024, by the City Commission of the City of Wildwood, Florida.

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA**

Ed Wolf, Mayor

ATTEST: _____
Jessica Barnes, City Clerk

Time Adopted: _____ PM



Reset Form

Print Form

CERTIFICATION OF TAXABLE VALUEDR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2024	County : Sumter
Principal Authority : City of Wildwood	Taxing Authority : City of Wildwood - Operating

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	6,477,041,019	(1)
2.	Current year taxable value of personal property for operating purposes	\$	409,163,357	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	4,021,549	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	6,890,225,925	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	438,003,808	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	6,452,222,117	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	6,038,604,836	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☒ YES ☐ NO	Number 2	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	☐ YES ☒ NO	Number 0	(9)
SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.		
	Signature of Property Appraiser: Electronically Certified by Property Appraiser		Date : 6/26/2024 4:05:34 PM	

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.				
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	2.8287	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	17,081,401	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	215,690	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	16,865,711	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	87,504,849	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	6,364,717,268	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	2.6499	per \$1000	(16)
17.	Current year proposed operating millage rate	2.8287	per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	19,490,382	(18)

19.	TYPE of principal authority (check one)		☐ County	☐ Independent Special District	(19)
			☒ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)		☒ Principal Authority	☐ Dependent Special District	(20)
			☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)				(21)
	☐ Yes ☒ No				
DEPENDENT SPECIAL DISTRICTS AND MSTUs				STOP HERE - SIGN AND SUBMIT	
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>			\$ 16,865,711	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>			2.6499 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>			\$ 18,258,410	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>			\$ 19,490,382	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>			2.8287 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>			6.75 %	(27)
First public budget hearing		Date : 9/9/2024	Time : 7:00 PM EST	Place : 100 N Main Street Wildwood 34785	
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Electronically Certified by Principal Taxing Authority			7/29/2024 4:28:50 PM	
	Title : Jason McHugh - City Manager		Contact Name and Contact Title : Lynzey McClellan - Assistant CFO		
	Mailing Address : 100 North Main Street,		Physical Address : 100 North Main Street, Wildwood Florida 34785		
	City, State, Zip : Wildwood Florida 34785		Phone Number : (352) 330-1330, ext. 131		Fax Number :

Instructions on page 3

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: **FY25 Final Budget Adoption**

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department: Finance

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

The FY25 budget is being presented to the City Commission for official approval. As discussed at budget workshops, the budget was produced in accordance with State Statutes and in support of city-wide goals. The budget incorporates a millage rate of 2.8287 mills, which is 6.75% more than the rolled-back rate of 2.6499, however is equal to the current FY24 millage rate. No substantive changes have been made to any major program or purchases identified in the draft provided at the third budget workshop.

RESOLUTION NO. R2024-23

A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA
ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024-
2025 FOR THE CITY OF WILDWOOD, FLORIDA;
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Wildwood, Sumter County, Florida on September 23, 2024, held a public hearing as required by Florida Statute 200.065; and,

WHEREAS, the City Commission of the City of Wildwood, Sumter County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2024-2025 in the amount of \$274,166,155.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WILDWOOD, FLORIDA, THAT:

1. The Fiscal Year 2024-2025 FINAL Budget be adopted.
2. This resolution will take effect immediately upon its adoption.

DONE AND RESOLVED this 23rd day of September 2024, by the City Commission of the City of Wildwood, Florida.

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA**

Ed Wolf, Mayor

ATTEST: _____
Jessica Barnes, City Clerk

Time Adopted: _____ PM



City of Wildwood Fiscal Year 2024-25 Budget



Proposed Version - 10/01/2024

Last updated 09/19/24



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INTRODUCTION

Transmittal Letter



August 15, 2024

Mayor Ed Wolf
Mayor Pro Tem Pamala Harrison-Bivins
Commissioner Joe Elliott
Commissioner Marcos Flores
Commissioner Julian Green

RE: Fiscal Year 2024-2025 Budget Message

Dear Mayor, Mayor Pro Tem, and Commissioners:

Attached for your review and consideration is the final proposed budget for FY 2024-2025 (FY 25). The budget was prepared in accordance with the laws of the state and the City Charter and is the culmination of a thorough and collaborative process. This correspondence and supporting documentation are intended to provide a summation of the FY 25 budget, the City's financial condition, and the substantive policy initiatives planned for the upcoming fiscal year. These documents are comprised of the financial, operational, and capital plans of the City and information in support of the same.

The Downtown Master Plan and the FY 2023-2027 Strategic Plan remain the foundations for the initiatives included in this budget. The FY 25 budget provides the financial resources that are necessary to contribute toward the six goals contained within the Strategic Plan:

1. Community Engagement
2. Transportation
3. Affordable Housing
4. Downtown Redevelopment
5. Infrastructure
6. Employee Recruitment/Retainment

Budget Objectives

The FY 25 budget provides the necessary funding levels needed to maintain high levels of service to our residents and business owners. Management's formulation of the operating and capital budgets is intended to achieve the following objectives:

- Maintain the ad valorem tax rate at its historically low rate of 2.8287
- Invest in critical infrastructure needed to support continued economic growth, most importantly the wastewater treatment plant expansion
- Reduce debt in the General Fund
- Maintain the targeted operating reserve balance within the General Fund of 25%
- Improve public facilities and services

- Efficiently and effectively manage the City's assets
- Implement strategic planning initiatives

Budget Theme – Wastewater Treatment Focus

Wildwood has been, and remains, fortunate to experience positive economic growth following the COVID-19 pandemic. New businesses and residents are flocking to our City. While the City continues to benefit from the advantageous aspects of growth such as a reduction in ad valorem tax rate, more job opportunities, and more diverse housing choices, the growing pains associated with a prolonged period of rapid growth are being felt.

Providing the necessary infrastructure to meet the needs of our growing community is a top priority for any local government. Wildwood is no different. The expansion of the wastewater treatment plant is the City's number one priority for the upcoming fiscal year. The project is estimated to cost \$150 million, will span the next three fiscal years to complete, and is pivotal to the economic success of the City of Wildwood and Sumter County.

The City has applied for and received grants to help fund the wastewater treatment plant project. The financial impact of the project on the City is reflected in three primary funds: the General Fund, the Capital Improvement Fund, and the Utility Revenue Fund. To reduce the utility rate increases needed to finance the project, the General Fund and Capital Improvement Fund will contribute a combined total of \$9 million (\$4 million from the General Fund and \$5 million from the Capital Improvement Fund) towards the project.

Economic Growth within The Villages®

The Villages® development continues to be the main economic driver of our community and will be for the foreseeable future. The Villages® anticipates the construction of 250 new homes per month during the fiscal year as the developer has fully transitioned out of Leesburg and back into Wildwood. As recent sales history suggests, the City should anticipate nearly 3,000 new homes constructed within The Villages® portion of the City.

Middleton, a family-oriented development offered by The Villages®, is currently selling homes for purchase as well. Although separate from other neighborhoods within The Villages®, Middleton offers a similar lifestyle. The community support district will offer a variety of housing choices geared to meet the area's demand for additional housing. The neighborhoods will be interconnected through a series of roads and multimodal trails, and recreational and commercial uses intended to support the Middleton residents will be readily available like the traditional pattern of development elsewhere within The Villages®. The rate of growth within Middleton is not expected to keep pace with its age-restricted counterpart with anticipated sales averaging 25 new homes per month (300 per year).

The Villages® is underway constructing two new town centers to meet the needs of our residents in the far southern portion of the City. Eastport Town Center is located east of the intersection of Marsh Bend Trail and Central Boulevard while the Middleton Town Center is located south of Central Boulevard near the intersection of Landstone Boulevard. Both town centers will offer similar services and amenities traditionally offered and will bring new investment and economic activity to the City. Both town centers are expected to have businesses open to the public during the fiscal year.

Demand for Support Services Outside The Villages®

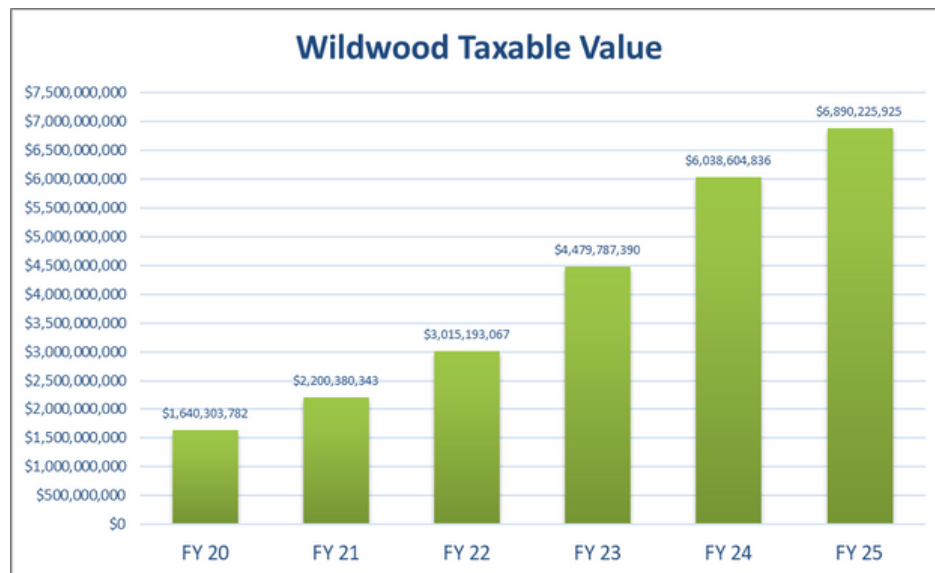
The externalities of The Villages® impact the City in numerous ways, principally the local economy. The City continues to process a high volume of development applications for properties located outside of The Villages®. Trailwinds Village, Beaumont, Pearl Plaza, Turkey Run, and other commercial areas such as the Powell Road, US 301, and SR 44 corridors continue to add new businesses that offer shopping, dining, entertainment, and medical services. However, residential applications remain predominant as the market responds to the increased migration of residents from other states to Florida and seeks to provide housing options for the workforce in industries within The Villages®.

New single-family homes are being built and purchased in Simple Life, Densan Park, Grand Oaks Manor, and Triumph. Twisted Oaks, the City's largest master-planned community outside of The Villages®, is currently under construction and will be offering new townhomes and single-family homes for purchase before the end of 2024. Some of the state's most well-known home builders, Pulte, D.R. Horton, and Park Square Homes, are building new homes within Twisted Oaks further diversifying the availability of homes for purchase.

Rising mortgage interest rates are certainly fueling the demand for rental products. Four multifamily developments will finalize construction this fiscal year that will supply additional apartments to meet market demands including The Wilds at Trailwinds (Phase 3), The Juliette, Livano Wildwood, and Evolve at Wildwood. Build-For-Rent developments such as Wildwood Landing, The Villas, Eden, The Keys I and II, and Solamar are offering a different rental experience. Construction of these community-driven developments is nearing completion. They typically have higher rents, target long-term renters, and are attractive to those not wanting or able to purchase a home.

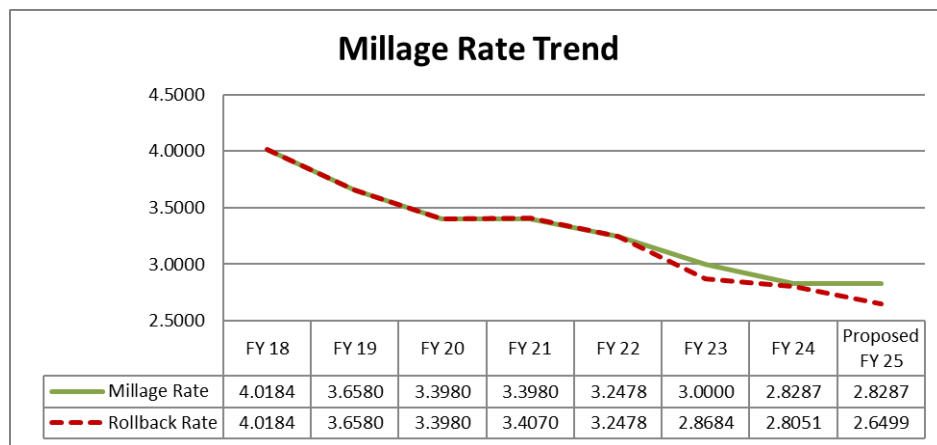
Ad Valorem and Millage Rate

The pool of new, developed property in the City has fueled substantial gains in taxable values recently. According to the Sumter County Property Appraiser, the taxable value in the City has increased by nearly \$4.7 billion from four years ago. FY 25 saw an increase of nearly \$900 million from the previous year, and the taxable value of the properties within the City limits is currently estimated at \$6,890,225,925.

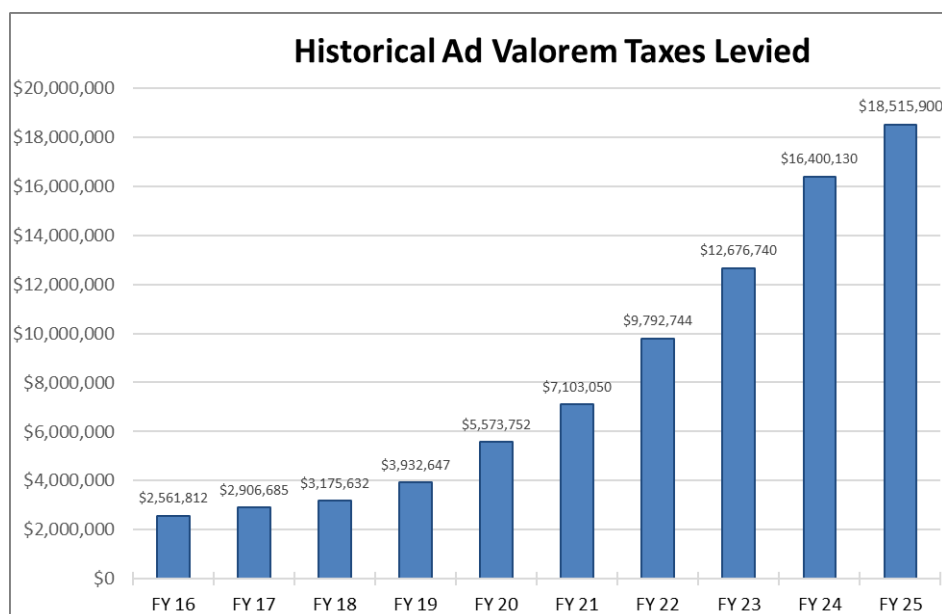


Source: Sumter County Property Appraiser

The primary source of revenue in the General Fund stems from ad valorem taxes levied on real property within the City. These taxes are calculated based on the millage rate, which dictates the tax per thousand dollars of taxable property value. For the upcoming fiscal year 2025 budget, the City plans to retain the current millage rate of 2.8287, which remains the lowest ad valorem rate in the City's history and the lowest in Sumter County. While the 2.8287 millage is the same that is currently in effect, Florida state law defines it as a tax increase because it is higher than the calculated rolled-back rate of 2.6499. The FY 25 rate is more than 22% less than compared to five years ago and is nearly 30% less than the rate in FY 18.



The corresponding total of ad valorem taxes collected by the City is forecasted at \$18,515,900, which is an increase of \$2,115,770 from the previous year. The amount of ad valorem taxes the City receives is expected to increase each year as a result of new construction activities, particularly due to The Villages® developer.

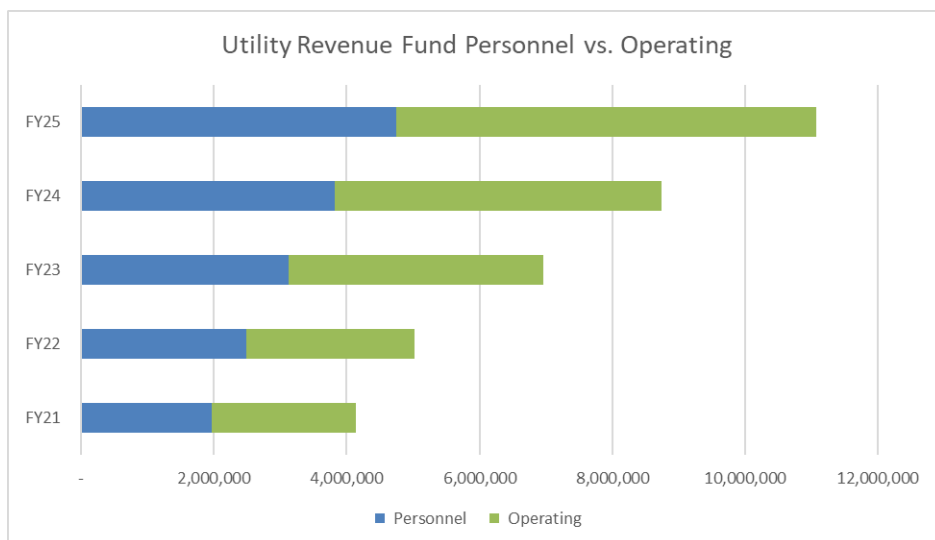
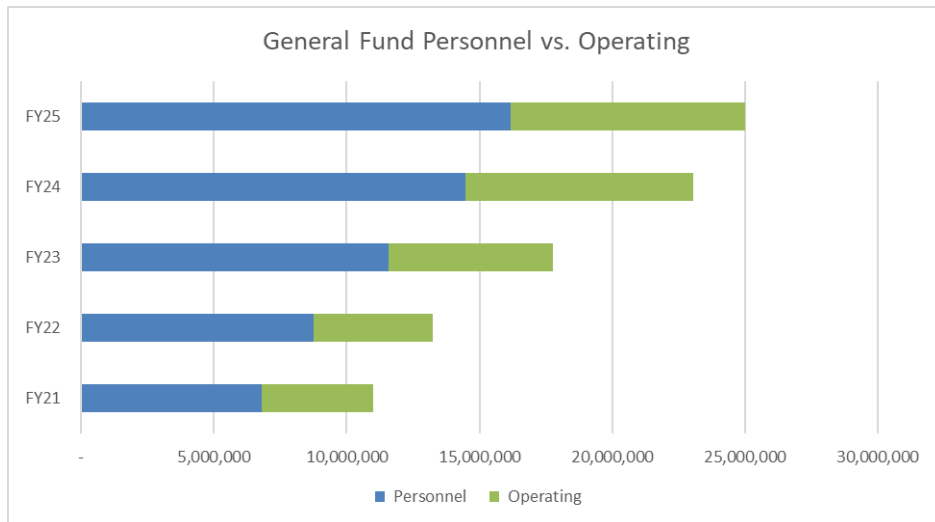


Notable Expenditures

The following sections highlight certain expenditures contained within the FY 25 budget. The City utilizes a modified zero-based budget. Line items and expenditures must be justifiable to be included within the budget. Special projects and enhancements within the department's budget must contribute toward an established goal identified in the Strategic Plan or set by the Executive Department. The budget is a tool that provides the departments with the resources needed to achieve their established goals and the departments' achievement of the goals aid in the City's performance management activities.

Personnel Expenses

Operating expenses cover spending for recurring, routine items necessary to provide services during the fiscal year. Personnel expenses consist of employee salaries and benefits and account for a significant part of the City's operating expenses. Personnel expenses are also often subject to higher scrutiny by residents and customers. The Executive Department annually monitors the costs associated with personnel in the General and Utility Revenue Funds.



Personnel expenses represent 65% and 43% of the operating expenses within the General Fund and Utility Revenue Fund, respectively, in FY 25. This ratio has remained relatively consistent over the past few fiscal years and lies within the targeted range. Operating costs are expected to rise over time due to the simultaneous increase in demand for City services and the rapid population growth the City is experiencing.

Employee Salaries and Benefits

In FY 23 the City Commission adopted a Salary and Compensation Plan to ensure employee salaries are competitive with current labor market conditions. The Salary and Compensation Plan recommended the City provide annual cost-of-living adjustment (COLA) to employees and the pay ranges within the Plan.

FY 25 is the second year of implementation of the Plan. Accordingly, all employees will receive either a cost-of-living adjustment (COLA) of 3.4% or will have their salary adjusted to account for internal promotions, whichever is greater. These changes will become effective on October 1, 2024, to coincide with the start of the new fiscal year. Additionally, the City's Performance Management System, a goal-driven approach to managing an employee's performance, will continue to provide merit increases to those employees who meet established goals.

The City offers comprehensive medical, dental, vision, and life insurance with the City, contributing up to \$780 toward employees' health care coverage. Normally the City's medical insurance package experiences annual rate increases as evidenced by the 7% increase in FY 24. However, the City and its insurance broker successfully

negotiated to maintain the same rate as the previous year. This is also the case for dental and vision insurance, where rates remain unchanged from FY 24.

The labor market in Central Florida remains highly competitive. The ability to retain and attract qualified employees to meet the growing demands for City services remains a strategic goal for the City. The benefits package offered to employees contributes tremendously to achieving that goal. Historically employees could add their spouses and/or dependents to their insurance plan, but the employee was responsible for the added cost. Because of the burdensome cost, many employees could not afford to add their families to their health plans

During the preparation of the FY 25 budget, the Human Resources Department, in consultation with the City's insurance broker, negotiated a medical insurance plan designed specifically to reduce the cost of employees who add spousal and/or dependent coverage to their plan. A new plan option will cut those employees' costs by as much as 62% while not increasing costs to the City. The new array of plan options will provide more flexibility to the employees on the benefits they receive and reduce the costs of adding a spouse or dependent to the plan.

New Positions

The FY 25 budget proposes seventeen (17) new positions to keep up with the demands for public services. Within the General Fund, eleven (11) new positions are budgeted. Six (6) new Police Officers are needed to staff the creation of a new patrol zone in the southern extent of the City. These positions are directly related to the growth within The Villages®. Four (4) new positions are budgeted within the Parks and Recreation Department to increase staffing to adequately plan for the completion of the Millennium Park improvements. One (1) new Code Compliance Specialist is allocated within the Development Services Department to assist with the City's Code Enforcement program.

Six (6) new positions are allocated within the Utility Revenue Fund. Two (2) new Wastewater Operators are necessary to meet the requirements of the Florida Department of Environmental Protection's regulations due to increased flow at the City's wastewater treatment plant. One (1) Compliance Coordinator and one (1) Maintenance Mechanic are also budgeted to account for increasing workloads within the wastewater division. Lastly, two (2) new water positions (a Tech Assistant and a Crew Leader) are allocated specifically to replace outdated water mains that are causing troubling water quality issues in the oldest part of the City.

POSITION SUMMARY SCHEDULE			
Department/Division	FY 24	FY 25	NetDescription
GENERAL FUND			
Legislative	5.00	5.00	0.00No change
Executive	5.50	5.50	0.00No change
Finance	7.00	7.00	0.00No change
Development Services	13.00	14.00	0.00(+1) Code Compliance Specialist
Information Technology	4.00	4.00	0.00No change
Human Resources	3.00	3.00	0.00No change
Police	70.50	76.50	6.00(+6) Police Officers
Public Works	26.00	26.00	0.00No change
Fleet Services	5.00	5.00	0.00No change
Parks & Recreation (Incl. PT & Seasonal)	18.20	22.20	4.00(+2) Maintenance Workers, (+1) Athletics Supervisor, (+1) Recreation Specialist
Community Center	1.00	1.00	0.00No change
GENERAL FUND TOTAL	158.20	169.20	11.00
UTILITY REVENUE FUND			
Physical Environment	4.00	4.00	0.00No change
Water	18.00	20.00	2.00(+1) Maintenance Crew Leader, (+1) Tech Assistant

Wastewater	31.00	35.00	4.00(+2) Operators, (+1) Mechanic, (+1) Compliance Coordinator
UTILITY FUND TOTAL	53.00	59.00	6.00
ALL FUNDS TOTAL	211.20	228.20	17.00

Major Capital Projects

In addition to the aforementioned wastewater treatment plant project, the FY 25 budget appropriates funds to meet the infrastructure demands of our growing community. The budget allocates funding to complete ongoing capital projects, as indicated in the Capital Improvement Project Fund. Highlighted major projects within the Capital Improvement Fund include: 1) the construction of the Millennium Park Phase 1 and 2 improvements and 2) the construction of new water lines, drainage improvements, and repaving of Jackson Street. Of note, the Jackson Street project is partially funded out of the City Community Redevelopment Area (CRA). Funding has also been allocated for the continuation of longer-term roadway projects, such as the construction of the first phase of the Clay Drain Road improvement at Signature Drive.

The FY 25 budget also identifies expenditures associated with the largest capital project in the City's history: the expansion of the City's wastewater treatment facility from 3.55 million gallons per day (MGD) to 5.5 MGD of capacity. The facility expansion is required due to two factors: 1) aging infrastructure within the existing facility that needs renewal and replacement and 2) to increase the capacity of the facility to meet the needs of new development occurring outside of The Villages®. It is worth noting that residents and businesses within The Villages® are not served by the City. Rather, the City has granted franchise agreements to other entities to provide utility services.

The current plans call for the construction of a new 4 MGD water reclamation facility (wastewater treatment plant) adjacent to the existing facility, and to renovate portions of the existing plant to achieve an additional 1.5 MGD of capacity. The facility will be designed to meet Advanced Water Treatment standards established by the Department of Environmental Protection and will require subsequent investments in the City's effluent disposal system. The estimated cost of the improvements is approximately \$150 million.

To improve water quality within the older parts of the City, improvements at the CR 501 water treatment plant have been programmed. The nearly \$3 million project will install filtration equipment to remove pesky iron from one of the City's main water sources.

Water, Wastewater, and Reuse Water Rate Increases

In anticipation of the need to borrow funds for the water reclamation facility project, the City engaged a financial consultant, Stantec, to develop a Revenue Sufficiency Analysis (RSA) to ensure the City's utility rates can support the debt issuance. Stantec's financial model programmed known capital improvement projects, anticipated debt, and projected new customers to determine the adequacy of the current rates.

The RSA recommended that the City's water and reuse water rates be adjusted annually in line with the 5.3% rise in the Consumer Price Index, maintaining consistency with previous years. However, the RSA also advised a 20% increase in wastewater rates for the next three fiscal years to ensure sufficient debt service coverage and support the issuance of new debt. The FY 25 budget has been prepared with these increased rates as outlined by the RSA. Resolutions for these rate adjustments will be presented to the Commission for approval before the new fiscal year begins, with an effective date of October 1, 2024. The Executive Department is working tirelessly to mitigate the planned 20% rate increases for FY 26 and FY 27.

An update to the City's 2019 Master Plan will be completed during the fiscal year to further plan for the Utility Revenue Fund. As additional capital improvement projects are identified in the Master Plan and the water reclamation facility project costs are further defined, a correlating RSA update will be necessary to pinpoint the required rates needed to ensure solvency within the Utility Revenue Fund.

Debt Service

Whenever possible, the City tries to utilize a “pay as you go” approach to funding capital projects. There are times when the City must borrow money to fund large projects. Due to increased revenues within the General Fund, the City will be able to fund all the capital projects contained within the budget without taking on additional debt.

General Fund

The General Fund currently has an equipment lease and three (3) revenue debts. FY 25 will reduce the General Fund debt by \$705,829.91. Despite the extended list of projects identified in the Capital Improvement Fund, no new debt is planned in the General Fund for FY 25.

2025 General Fund Loan Payments / Debt Balances			
Funding Source	Original Loan Amount	Total Payment (P&I)	Amount Remaining
Citizen's First Bank - General Fund Project Loan	\$5,423,999.22	\$422,585.74	\$3,837,967.20
Regions - City Hall Refunding	\$1,684,963.52	\$134,427.54	\$569,338.98
BB&T - Police Department Project Loan	\$3,600,000.00	\$291,610.71	\$1,733,052.00

Within the Utility Revenue Fund, the City has taken on debt in the past to fund major construction projects that were needed to expand the capacity of the system to reach new customers. The State Revolving Fund (SRF) Program available through the Florida Department of Environmental Protection has funded major projects for the City in the past. The City currently has four (4) outstanding SRF loans. The largest SRF loan was obtained in FY 19 to fund the Oxford Water Treatment Plant. The FY 25 budget allocates \$1,158,421 in utility revenue to fund debt payments.

The new debt for the water reclamation facility will include a new SRF loan and a Revenue Bond issuance. The Revenue Bond will fund most of the project but may take up to six (6) months to acquire. A combination of cash reserves and potentially interim financing through a Line of Credit will be utilized while working through the bond process. The FY 25 budget identifies new debt in the amount of \$132,496,642.05, inclusive of a new Vac Truck lease. Subsequent budget amendments will update the figures as project costs, timing, and needed funding are fine-tuned.

2025 Utility Fund Loan Payments / Debt Balances			
Funding Source	Original Loan Amount	Total Payment (P&I)	Amount Remaining
State Revolving Fund Loan - 2009 SRF Loan	\$6,093,968.00	\$379,914.88	\$920,858.21
BB&T - Continental Country Club	\$1,668,000.00	\$134,615.04	\$744,319.46
State Revolving Loan - CR209 Design Loan	\$95,007.00	\$5,466.00	\$52,475.00
State Revolving Loan - CR209 Construction Loan	\$1,398,091.43	\$70,118.80	\$909,701.29
Backhoe Loader Lease	\$99,958.05	\$21,598.41	\$20,764.20
Sumter County School Board - Warfield Property Purchase	\$1,700,000.00	\$170,000.00	\$680,000.00
State Revolving Loan - Oxford WTP	\$4,501,013.00	\$256,029.60	\$3,365,457.13
Vac Truck Lease	\$523,643.00	\$120,678.70	\$411,954.86

End-of-Year Balances

The City finds itself in an overall strong financial position due to the recent economic growth and sound financial planning. The City's General Fund debt service remains enviable and will be further reduced by the end of the fiscal year through debt service payments. Healthy reserve balances afford the City the financial security to weather any unforeseen circumstances that may arise throughout the year. However, holding on to too much money is a disservice to the taxpayer, and the City should continue its practice of maintaining the appropriate amount of operating reserves.

The projected beginning balance within the General Fund is \$8.2 million. After counting for planned revenues, expenditures, and transfers, the General Fund balance is forecasted to be \$6.57 million at the end of the year. The projected operating reserves equate to almost three (3) months (25%) of operating expenses. The targeted range for operating reserves in the general fund is 20%-25%.

The Capital Improvement Fund has a projected beginning balance of \$12.24 million. After all projected expenditures and the previously mentioned transfer to the water reclamation facility project, the Capital Improvement Fund is anticipated to have an ending balance of \$1.52 million. Projects within the Capital Improvement Fund typically span multiple fiscal years and costs are continuously being adjusted. The mid-year budget report in April will re-evaluate project expenses and the projected fund balance at the end of FY 25.

The high cash reserves within the Utility Revenue Fund that have been building over the last few fiscal years in anticipation of the water reclamation facility project are expected to be depleted to \$3.3 million (23.8%), which is below the optimal reserve balance of 50%. However, the reduction of the reserve balance is consistent with the financial strategy outlined in the Revenue Sufficiency Analysis. Cash reserves in the Utility Revenue Fund are forecasted to be replenished in FY 28 shortly after the City has recovered from the expense of the water reclamation facility project.

Summary

In conclusion, it is believed that this budget, as presented, will advance the goals and initiatives of the Strategic Plan. The resources contained within the budget will allow the City to sustain quality services to the Wildwood community while staging it in a position to respond to emergency situations without jeopardizing the financial viability of the City as a whole.

I would like to give a special thanks to Cassandra Smith and Lynzey McClellan for their efforts in putting together a thorough and transparent budget packet. I would also like to thank all department heads for assisting in the budget process and all the City's employees for their daily work that keeps this City running. This budget would not be possible without their input and hard work. I also would like to thank the Commissioners of the City of Wildwood for their continued leadership and ongoing dedication to the City of Wildwood.

Respectfully,



Jason F. McHugh, CPM, AICP
City Manager

History of City

General

The form of government of the City of Wildwood is known as "the Commission-Manager plan." The City Commission makes up the governing body with powers as provided for in the City Charter. The City Commission consists of a Mayor-Commissioner and four Commissioners, who are elected at large to staggered four-year terms. The City Commission has the power to pass ordinances, adopt resolutions, appoint a chief administrative officer known as the City Manager, appoint such officers, boards and commissions by resolution as is provided in the City Charter and to exercise all other powers provided for by the City Charter and federal, state, and local law.

Location

Located in the center of the state, Wildwood is conveniently found near Interstate 75 and Florida's Turnpike. Being within a 90 minute drive to either the Gulf or Atlantic coast, residents are still able to enjoy the beauty and attractions Florida has to offer. The City occupies a land area of 59.85 square miles and has a population estimate of 24,681 according to the Bureau of Economic and Business Research.

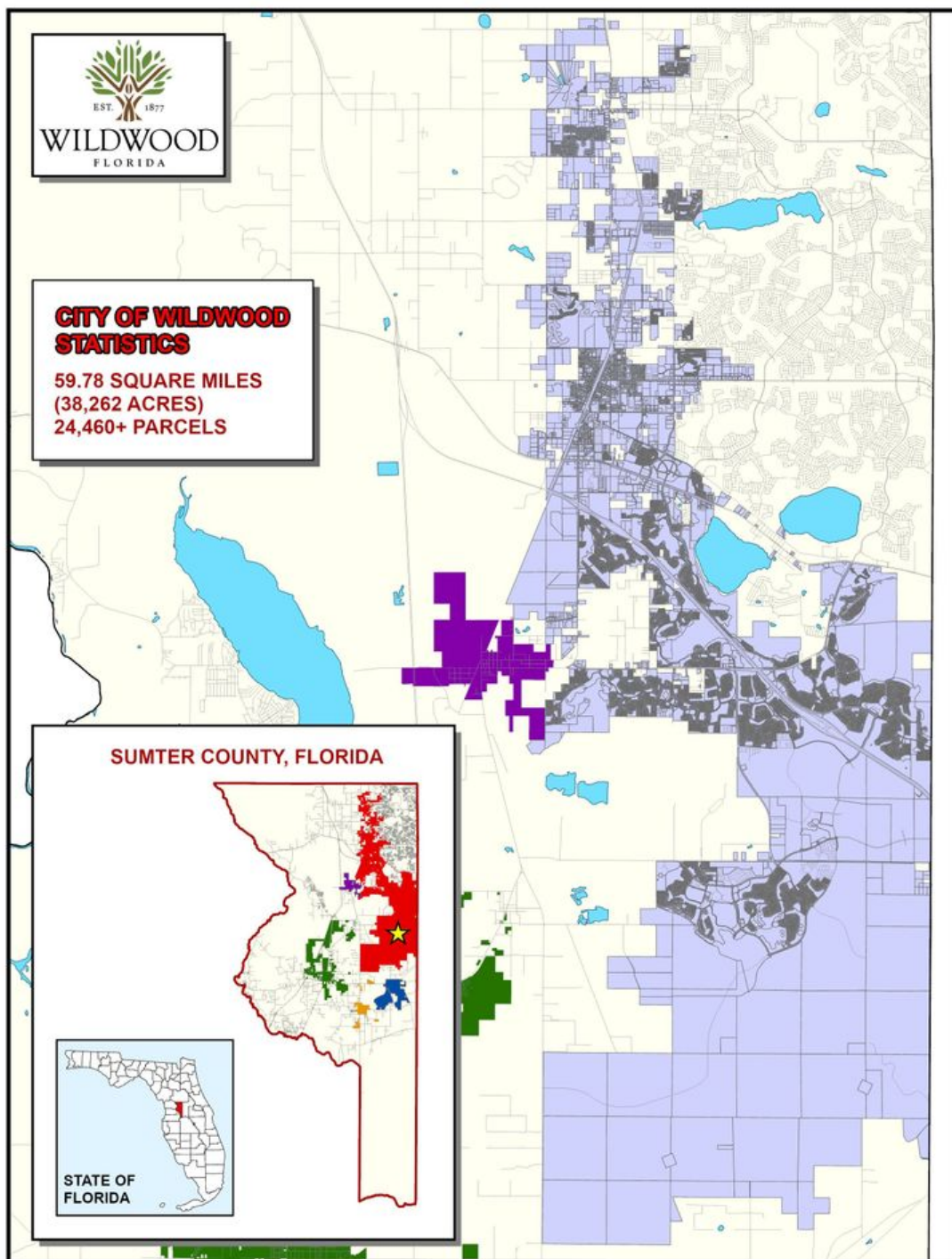
History

There are two similar stories that have been told as to how Wildwood got its name. The first is that a work crew and surveyor were running telegraph lines, and during one of their check in times, they were unsure of their location and said that "they were in the wild wood". The second story is Mr. I. E. Barwick was traveling south and came across telegraph lines that needed to be repaired. When he completed the necessary repairs and he called in the information, they asked for his location, to which he responded "I don't know where I am at it's wild country around here. Call me at Wildwood, I guess that would be a good name for it". However the story went, the name stuck and was settled by I.E. Barwick in 1877. The City was later incorporated in 1889.

The early settlers of Wildwood farmed, and since they lacked transportation to ship large amounts of crops, the farmers relied on their crops for their own use. In 1882, the Tropical Railroad extended its line south from Ocala into Wildwood. This allowed wood burning engines to come into town to be loaded or unloaded, and then were turned around by a hand cranked turntable.

The first City Hall of Wildwood, also known as the Wigwam, came in 1908. This building was used for multiple things; housing city hall, public meetings and gatherings, recreation hall and an ice rink for the youth. The Wigwam was torn down in 1925, which was when the second known building for City Hall was built.

Wildwood became a main passenger station for the railroad, which helped the city thrive and grow. But when the passenger trains quit coming, Wildwood slowed down. With the recent development of The Villages® and their continued expansion, the city has once again picked up and continues to grow and thrive today.



Population Overview



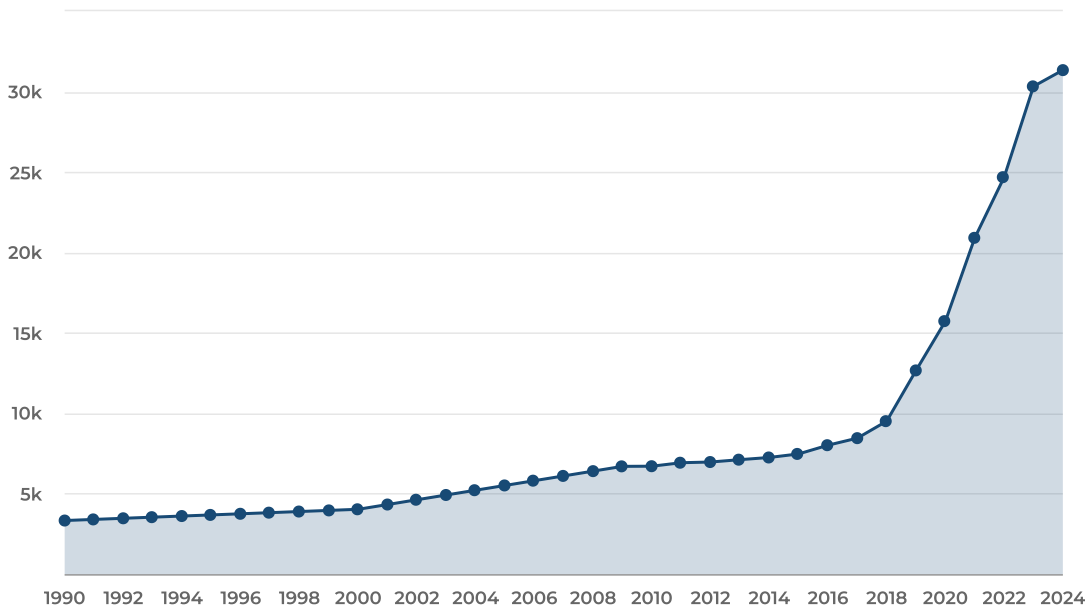
TOTAL POPULATION

31,337

▲ **3.3%**
vs. 2023

GROWTH RANK

1 out of **414**
Municipalities in Florida



* Data Source: Client entered data for year 2024



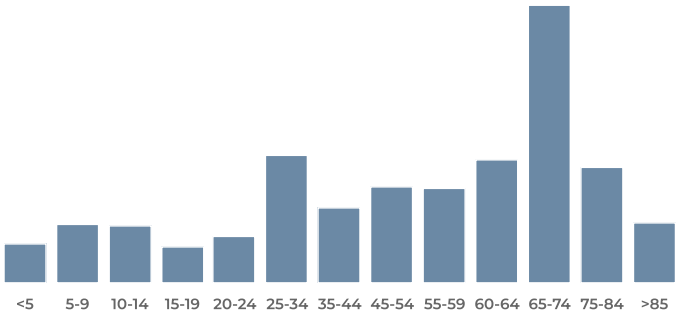
DAYTIME POPULATION

19,906

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

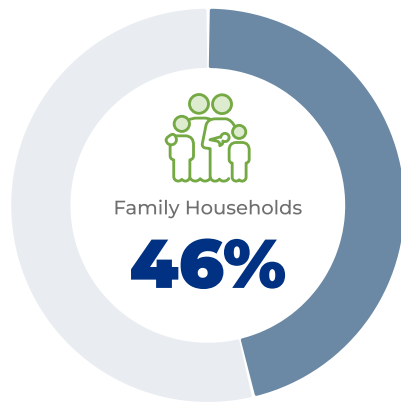
* Data Source: American Community Survey 5-year estimates

Household Analysis

TOTAL HOUSEHOLDS

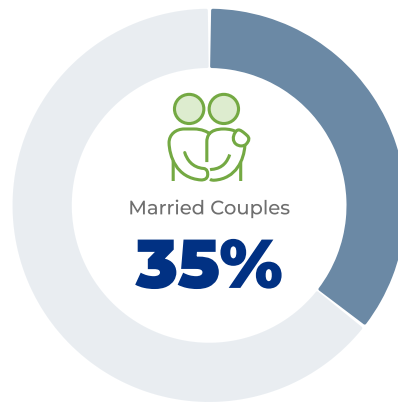
7,534

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



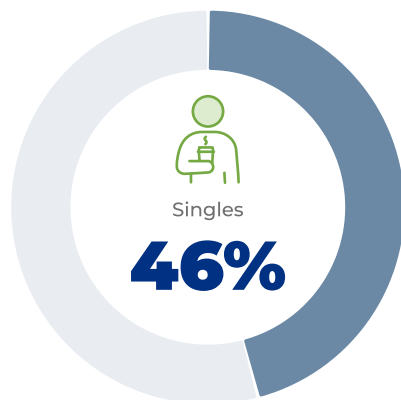
▼ 1%

lower than state average



▼ 24%

lower than state average



▲ 60%

higher than state average



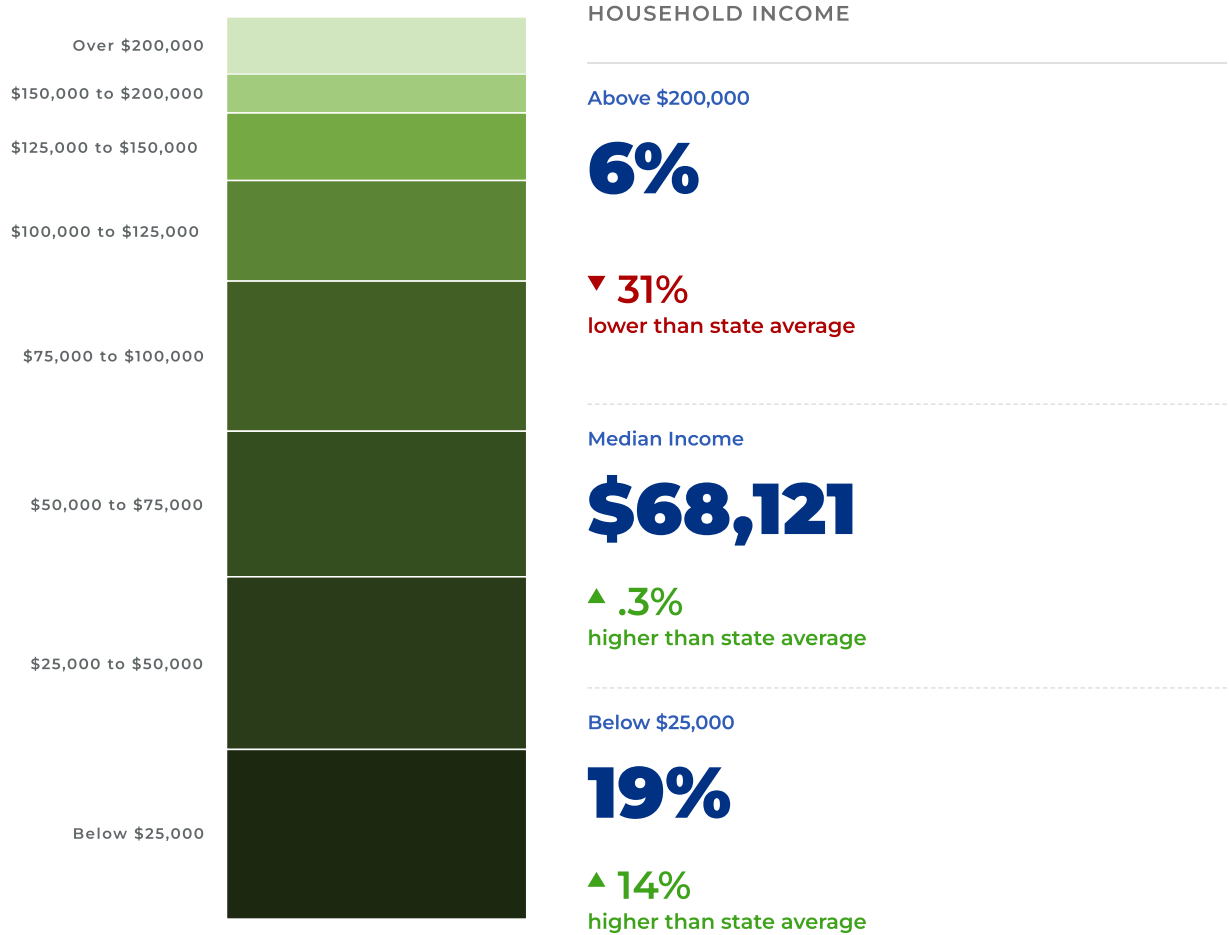
▲ 57%

higher than state average

** Data Source: American Community Survey 5-year estimates*

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



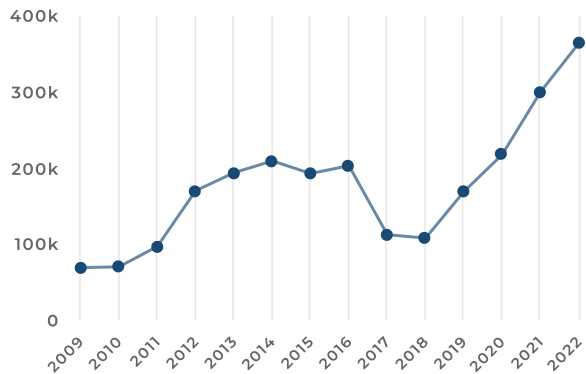
* Data Source: American Community Survey 5-year estimates

Housing Overview



2022 MEDIAN HOME VALUE

\$363,900



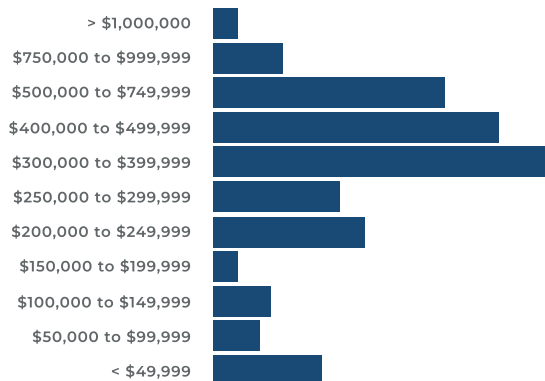
* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME OWNERS VS RENTERS

Wildwood State Avg.



HOME VALUE DISTRIBUTION



* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

Organization Chart



Fund Structure

Fund Overview

To provide proper accountability for the different kinds of resources, the accounting records of the City are organized on the basis of “funds”. A fund is used to maintain control over resources that have been segregated for specific activities or functions. All of the funds of the City can be divided into the following two categories:

Governmental Funds

The City's governmental funds are accounted for using the modified accrual accounting. Modified accrual accounting focuses on available cash and other financial assets that can readily be converted to cash. This provides a shorter-term view of the governmental fund's financial position. The governmental funds can be divided into the two following categories:

General Fund – The general fund is used to account for and report all financial resources not accounted for and reported in another fund. The budget for this fund provides for the general governmental operations of the City and maintains working capital necessary for the financial health and stability of the City. The general fund contains the operating expenditures for general government services, public safety, transportation, culture and recreation, and economic environment.

Other Governmental Funds – these include special revenue funds such as Greenwood Cemetery Fund, Community Redevelopment Fund, Historical Fund, Parks and Recreation Impact Fees, Law Enforcement Impact Fees, Capital Improvement Fund, and the Law Enforcement Trust Fund.

Proprietary Fund

The City's proprietary funds are reported using the accrual basis of accounting. The proprietary fund can be divided into the two following categories:

Utility Revenue Fund – The Utility Revenue Fund is used to account for the activities of the City-owned water and sewer system. The Utility Revenue Fund utilizes a business approach to budgeting, meaning that it shall be self-supporting when possible and minimize losses when break-even is not possible.

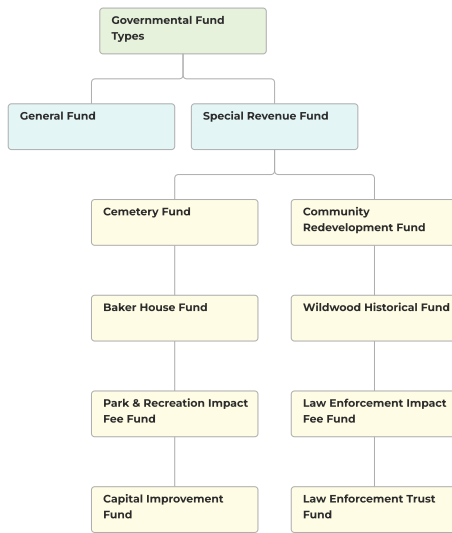
Other Enterprise Fund – this fund includes the Wildwood Industrial Park Fund.

All of these funds have appropriations within the City's budget.

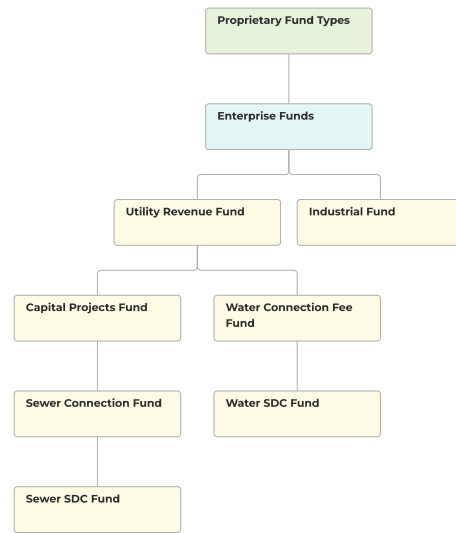
Major Funds

As a general rule, any fund that has revenues or expenditures in excess of 10% of the entity's overall budget is considered a major fund. By this definition, the City of Wildwood has three funds that are considered major funds; those three funds are the General Fund, the Capital Improvement Fund and the Utility Revenue Fund.

Fund Structure



Proprietary Fund Structure



Fund Matrix

	General Fund	Greenwood Cemetery Fund	Community Redevelop. Fund	Baker House Fund	Park & Recreation Impact Fee Fund	Law Enforcement Impact Fee Fund	Capital Improv. Fund	Utility Revenue Fund	Utility Capital Project Fund	Industrial Park Fund	Water Connection Fee Fund	Wastewater Connection Fee Fund	Water SDC Fund	Wastev SDC Fu
Legislative	X													
Executive	X													
Finance	X													
Development Services	X		X											
Information Technology	X													
Human Resources	X													
Police Department	X					X								
Public Works	X						X							
Fleet Services	X													
Parks & Recreation	X	X		X	X									
Community Center	X													
Physical Environment								X						
Water								X	X	X	X		X	
Wastewater								X	X			X		X

The Department/Fund Matrix displays the relationship between the City's functional units (department/division), major funds, and non-major funds in aggregate for FY25. As seen above, most departments are funded from the General Fund. However, there are some departments that are funded by other funds as well. Funds are allocated for each department in order to continue operations while maintaining a high quality of service throughout the entire fiscal year. Allocated funds are based on a number of variables, including, but not limited to: programs, funding restrictions, staffing, operations, project, and other specific functions within each individual department. The funds highlighted in the above chart, are the major funds for the City.

Basis of Budgeting

Basis of Budgeting vs. Basis of Accounting

The City of Wildwood uses a “cash basis” of budgeting for all fund types, meaning that the budget is based on expected cash receipts and disbursements. This differs from the accounting basis the City uses and presents in the audited financial statements. As mentioned above, Governmental Funds use a modified accrual basis of accounting. In these funds, revenues are accounted for as soon as they are both “measurable” and “available”, while under the budgeting basis, they are not recognized until the cash is actually received. Additionally, expenditures such as pension and OPEB and other long term obligations are recorded in the period they are due and payable, but in the budgeting basis, they are not recorded until the disbursements are actually made. For the Enterprise Funds, common differences between the City’s basis of budgeting and the accounting basis include, items such as depreciation and amortization expense, which are recorded for accounting purposes, but are not budgeted items. Also, receipt of debt proceeds, capital outlays, and debt service principal payments are not reported as revenues/expenditures for accounting purposes, but are recorded as such for budgeting purposes.

Reporting Entity

The City of Wildwood is a Florida municipality established under the Laws of Florida, Chapter 9950 (1923). As required by generally accepted accounting principles, the City’s financial statements present the City as a primary government. Component units are entities for which a primary government is considered to be financially accountable, or entities that would be misleading to exclude.

Blended component units, although legally separate entities, are in substance part of the City’s operations and, accordingly, data from these units are combined with data of the City. There is one blended component unit included in the City’s reporting entity: the Wildwood Community Redevelopment Agency, a dependent special district established by resolution pursuant to the authority provided in Chapter 163, Florida Statutes. The City Commission serves as the governing board of, and is able to impose its will on, the Redevelopment Agency.

Financial Policies

Financial Planning/Reporting

The City of Wildwood runs a monthly financial report comparing budgeted revenues and expenditures with actual receipts and expenses. These reports are designed to alert the city management of impending shortfalls in revenues or overruns in expenditures. Additionally, an independent audit is performed annually per the provision of Florida State Law. The financial reports being audited are in accordance with Generally Accepted Accounting Principles (GAAP).

Revenue Policy

- The City will consider establishing user charges and fees at a level closely related to the full cost of providing the services (i.e. direct, indirect, and capital costs), taking into consideration similar charges/fees being levied by other organizations.
- The City will seek Federal and State grant and capital improvement funds for projects of benefit to the City and for which funds to cover increased operating expenses are projected to be available.
- The City will avoid the use of one-time revenues for ongoing expenditures. Any such use shall be noted and justified in the budget. One-time revenues should be used to fund one-time expenditures.
- The City will maintain impact fees to help meet projected capital needs and will review those fees on an annual basis.

Cash Policy

- All cash, checks, money orders, and cashier's checks will be deposited within twenty-four hours of receipt.
- All checks, money orders, etc. are endorsed with the City's endorsement stamp upon receipt.
- Daily cash reports must be presented to the Finance Department.
- Cash drawers in all locations are counted and balanced daily.
- Cash collection entries are recorded in the appropriate computer application.
- A receipt is provided to every customer.

Investment Policy

The City of Wildwood has not yet adopted its own Investment Policy, therefore it defers to the Florida Statute, Section 218.415.

Capital Assets Policy

Capital assets are recorded at historical cost or estimated historical costs, except for contributed assets, which are recorded at acquisition value of the date of contribution. The City uses a capital threshold of \$30,000 for infrastructure and \$5,000 for all other classes of capital assets. Depreciation of assets is provided using the straight-line method over the estimated useful lives of the assets, which range as follows:

	Years
Building and improvements	20 – 40
Furniture, equipment, and vehicles	7 – 10
Water and sewer distribution system	20 - 40

For business-type activities, the City's policy is to capitalize construction period interest costs on projects funded specifically through debt financing.

General Fund Reserve Policy

The City of Wildwood will maintain an operating reserve range equal to 20% - 25% of the budgeted operating expenditures in the General Fund. These reserved dollars will be used to support unforeseen emergencies or operating insufficiencies. Management will exercise every mechanism available to avoid

use of the reserve. To the extent the reserve level falls below 20%, a plan will be executed to replenish the reserve at the targeted funding level. Should the reserve level exceed 25%, the excess funds could be transferred to support the City's capital improvement projects.

Enterprise Fund Reserve Policy

The City will maintain an operating reserve range equal to 40% - 60% of the budgeted operating expenditures in the Enterprise Fund.

Debt Policy

When the City finances capital projects by issuing debt, it will pay back the debt within a period not to exceed the estimated useful life of the project. The City will not use long-term debt for current operations.

Budgeting Policy

The City will only produce a balanced budget to City Commission. A balanced budget according to the State budget law is defined as one where expenditures are not in excess of available revenues plus beginning fund balances.

Budget Timeline

General

The City of Wildwood's Fiscal Year begins October 1st and ends September 30th of every year. The office of the City Manager and the Finance Director are responsible for the development of the annual budget. A balanced budget is presented to the commission for adoption in two different public hearings, and any changes to the budget are made and voted on at these hearings. A balanced budget according to the State budget law is defined as one where expenditures are not in excess of available revenues plus beginning fund balances. The budget process begins as follows:

Planning

The planning process for the budget begins in March, where reports are completed to determine actual revenues and expenditures from the previous year. With these reports, they are compared to previous fiscal years to analyze and forecast the upcoming fiscal year. A budget calendar is then established and distributed to the City Manager, City Commission, and Department Heads.

Department Preparation

Budget worksheets are distributed to each Department Head in April. With these worksheets, departments begin to input their requests along with any capital improvement requests they have. Capital equipment requests are due back to the City Manager by the end of April. Once received, the City Manager can begin coordinating with the Fleet Services Director to determine necessity. The rest of the budget worksheet is due back to the Finance Director by the middle of June.

Budget Review

Once all of the budget worksheets have been received from each Department Head, the City Manager and Finance Director begin to review each department's requests. Meetings are coordinated with each Department Head to discuss their budget requests. After all the meetings are complete, the City Manager and Finance Director begin to draft a balanced budget that will be presented to City Commission in August. A balanced budget is achieved when the amounts available from taxation and other revenue sources, including amounts from the unassigned fund balance, equal the total appropriations for expenditures.

City Commission Budget Review

The first budget workshop is held in July. At this workshop, the City Manager presents the proposed balanced budget to the City Commission. The City Commission reviews the tentative budget and provides their feedback. The City Commission sets a tentative millage rate and public hearings are then determined. In the first week of August, the Finance Director notifies the Property Appraiser of the proposed millage rate and date, time, and place of the first budget public hearing. Advertisements are also placed in the local newspaper to notify residents of this same information, which allows them the opportunity to attend the hearing to offer any input or comments to the proposed budget. The City Manager and Finance Director finalize the budget document and prepare it for adoption by the end of August.

Final Review and Budget Adoption

The first reading and first public hearing on the proposed budget is completed early September. If any comments and/or changes are voted on at this hearing, the City Manager and Finance Director review and make the necessary changes to the budget draft before the second reading and public hearing, which is held at the end of September. At the second reading and public hearing, the adoption of the total budget is voted on by the City Commission.

Budget Amendments

When circumstances change the funding needs, the City Commission may amend the adopted budget, upon recommendation by the City Manager. Similar to the annual budget process, a public hearing is held where the City Manager presents the budget amendment to the City Commission. The City Commission votes and adopts the budget amendment at this hearing. Once adopted, the Finance Director inputs the necessary changes into the City's financial system.





Distinguished Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**City of Wildwood
Florida**

For the Fiscal Year Beginning

October 01, 2023

Christopher P. Morill

Executive Director

Millage and Certification of Taxable Value

HISTORY OF AD VALOREM TAXES			
Year	Millage	Description	Ad Valorem Taxes Levied
1987/88	6.623%		\$263,419.00
1988/89	6.378%		\$253,675.00
1989/90	5.799%		\$234,388.00
1990/91	5.658%		\$239,120.00
1991/92	5.658%		\$274,111.00
1992/93	5.658%		\$283,978.00
1993/94	5.658%		\$299,509.00
1994/95	5.658%		\$310,152.00
1995/96	5.658%		\$360,896.00
1996/97	5.558%		\$356,454.00
1997/98	5.558%		\$381,297.00
1998/99	5.558%		\$369,808.00
1999/00	4.790%		\$335,568.00
2000/01	4.790%		\$380,000.00
2001/02	4.790%		\$379,148.00
2002/03	4.790%		\$413,425.00
2003/04	4.790%		\$501,990.00
2004/05	4.790%		\$502,149.00
2005/06	4.790%		\$561,137.00
2006/07	4.790%		\$953,173.00
2007/08	3.910%		\$1,080,631.00
2008/09	4.120%	rolled-back	\$1,172,975.00
2009/10	4.175%	rolled-back	\$1,202,966.00
2010/11	4.2145%	adjusted rolled-back	\$1,211,202.00
2011/12	4.0714%	rolled-back	\$1,508,856.00
2012/13	4.1693%	adjusted rolled-back	\$1,524,459.00
2013/14	4.1044%	rolled-back	\$1,600,910.00
2014/15	4.1044%	2/3 majority vote	\$2,110,435.00
2015/16	4.1044%	2/3 majority vote	\$2,561,812.00
2016/17	4.1044%	2/3 majority vote	\$2,906,685.00
2017/18	4.0184%	rolled-back	\$3,175,632.00
2018/19	3.6580%	rolled-back	\$3,932,647.00
2019/20	3.3980%	rolled-back	\$5,573,752.00
2020/21	3.3980%	< rolled-back	\$7,103,050.00
2021/22	3.2478%	rolled-back	\$9,303,110.00
2022/23	3.0000%	2/3 majority vote	\$12,767,390.00
2023/24	2.8287%	majority vote	\$16,400,130.00
2024/25	2.8287%	majority vote	\$18,515,900.00

BUDGET OVERVIEW

Strategic Plan



WILDWOOD
FLORIDA

City of Wildwood, Florida Strategic Plan FY 2023 – 2027 | September 26, 2022

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A Letter from the City Manager,

I am pleased to present to you the FY23-FY27 Strategic Plan for the City of Wildwood. This five-year plan is a culmination of a public engagement effort that responds to the input and feedback received from the residents and business owners of our community. It takes a dedicated team of employees to execute this plan. Their input was also included in the process because, quite frankly, the city cannot fulfill our responsibilities to the public without their commitment and loyalty.

The FY23-FY27 Strategic Plan creates Mission and Vision statements, reinforces the City's Core Values, and identifies six goals aimed to improve public facilities and services and the quality of life within our community:

- ✓ Community Engagement
- ✓ Transportation
- ✓ Affordable Housing
- ✓ Downtown Redevelopment
- ✓ Infrastructure
- ✓ Employee Recruitment/Retention

The goals established within this plan are set by the City Commission, and the action items in support of the goals are the responsibility of the City Manager and department heads. The action items have specific performance measures with attainable deliverable dates. The plan is intended to be aligned with the City's annual budget to ensure adequate resources are allocated to meet the established goals. Progress will be monitored and reported throughout the process, and modifications to the plan may be warranted.

I would like to give credit to my outstanding staff that made this Strategic Plan possible specifically Cassandra Smith, Jessica Barnes, and Linda Piotrowicz. They have really stepped up and worked diligently throughout this arduous process. I would also like to extend my gratitude to our department heads for assisting the Executive Department in the process and all the City's employees for their daily work that keeps this City running. Lastly, I would like to thank the Commissioners of the City of Wildwood for their continued leadership and ongoing dedication to the City of Wildwood.

Respectfully,

Jason McHugh
City Manager

The City of Wildwood, Florida
100 North Main Street, Wildwood, Florida 34785
352.330.1330 | Fax: 352.330.1338 | www.wildwood-fl.gov

Wildwood City Commissioners



3 | Page

Introduction

The City of Wildwood adopted its first strategic plan in 2018 in an effort to implement a more professional approach to planning and budgeting. The original plan created a framework for the allocation of resources for fiscal years 2018-2022. Due to overwhelming progress in the implementation of the strategies outlined in the original document, the plan received one update during the 5-year period it covered. This strategic plan is a new document, drafted after reviewing the successes of the first document, assessing the changes that have come about since the first plan was adopted, and conducting additional outreach activities to ensure there is a clear vision for Wildwood's future.

Strategic Management Process

A strategic plan is a tool that when properly used provides guidance in reaching a desired outcome. The strategic plan identifies goals that support the desired outcome and provides specific action items to implement a course for goal attainment. However, the strategic plan cannot be viewed as a stand-alone method of achieving desired outcomes. For success, the strategic plan should be viewed as one component of an overall strategic management process.



The strategic management process utilized by the City of Wildwood has six main components. The first step in the process is to develop a vision statement and mission statement. The vision statement describes who/what/where we want to be in the future. The mission statement describes how to reach that vision. The second step in the strategic management process is to conduct a SWOT analysis to identify strengths, weaknesses, opportunities, and threats. The third step in the process is the formulation of the goals outlined in the strategic plan, followed by the fourth step, which is creating strategies, or specific action items, to reach those goals. After completing step four, the basic concepts outlined in the strategic plan have been completed. However, for the strategic planning process to be successful, it is important to follow through with step five, which is strategy implementation, and step six, measure and evaluate the performance of the strategies.

Step 1: Mission/Vision

For this strategic plan city staff gathered information from several sources. Data from public comment initiatives that were recently conducted were reviewed and analyzed to determine the priorities of Wildwood's residents. In addition to community input, executive staff gathered additional feedback from the City's elected officials and city staff in an effort to develop a well-rounded picture of what Wildwood's future should look like. This information was used to develop the City's vision and mission statements. These statements were thoughtfully considered when developing the strategic plan goals. A brainstorming session with Department Heads also developed a set of Core Values.

Vision

Wildwood will be a socially cohesive, inclusive community that embraces change while respecting the historic heritage of the city. The city will strive to provide its residents with necessary and desirable services while remaining fiscally responsible.

Mission

Wildwood is committed to maximizing opportunities to promote the social and economic well-being of its residents and businesses by providing a responsive and fiscally responsible government that values professionalism, teamwork, integrity, innovation, and superior customer service.

Our Values

- Teamwork and Engagement
- Leadership and Integrity
- Quality, Excellence, and Innovation
- Customer Service
- Passion and Commitment

Step 2: Analysis

The staff then conducted a SWOT analysis to assess the City's strengths, weaknesses, opportunities, and threats. The information for the SWOT analysis was extracted from the data collected from residents, elected officials, and staff. Gathering this information is helpful in the planning process because it brings focus to maximizing strengths and opportunities while minimizing the impacts of weaknesses and threats.

Wildwood S.W.O.T. Analysis			
Strengths	Weaknesses	Opportunities	Threats
City Leadership	Aesthetics	Downtown Redevelopment	Retaining/Attracting Workforce
Partnership with The Villages	Odor Control (Sewage)	Citizen Participation	Lack of Diversity
Customer Service	Traffic	Business Recruitment	Affordable Housing
Fiscal Management	Wastewater Capacity	Geographic Location	Rapid Growth
Park Space	Community Outreach	Transportation Facilities	School System

Step 3: Develop Goals

With the future vision established and having developed an understanding of the community's strengths, weaknesses, opportunities, and threats, thoughtful consideration was given to the development of key goals that would complement the vision for the future. The established goals are critical to achieving the ideal future community as described in the vision statement. Goals will develop over time as achievements are recorded and new factors come into play. For this FY23 – FY27 strategic plan, six goals were identified, including Community Engagement, Transportation, Affordable Housing, Downtown Redevelopment, Infrastructure, and Employee Recruitment and Retainment. Key facets of these six goals are critical to the attainment of Wildwood's ideal vision for the future.



Step 4: Create Strategies

With goals identified, strategies, also known as action items, are developed. These strategies are by nature very detailed. They serve a very specific purpose in contributing to the vision of the future. Ideal strategies have key components; they must be achievable, measurable, and provide benefit upon achievement. For each goal that has been identified, several action items have been established to advance the City's progress toward the vision of the future.

Step 5: Strategy Implementation

Creating a strategic plan is useless if there is no consideration given to plan implementation. For Wildwood, the implementation of the strategic plan is accomplished through the budget, therefore the strategic planning process is done in conjunction with the budgeting process. As the budget is prepared each year, each department must tie its budget requests to the goals identified in the strategic plan. Utilizing this approach is a commitment by

executive managers to fund the strategies that support the goals of the plan and a method for departments to execute the strategies.

Step 6: Measure and Evaluate Performance

It takes considerable fiscal resources to support the execution of strategic initiatives, therefore it is important to periodically review the successes and failures of implementation. Wildwood's strategic plan identifies key performance indicators (KPI) to assist in the measurement of success. Throughout the year the various departments throughout the city will be asked to review their progress toward strategy implementation. Having specific attainable goals makes this assessment a very straightforward process.



Upper management must also evaluate if the ideal goals are being achieved as strategies are implemented. Measuring and evaluating the performance of the plan may be the final step in the strategic management process, but it is not the end of the process. As conditions change, the goals and/or strategies may need to be changed. Therefore, the strategic management process is never complete and instead is a continual cycle. Wildwood is committed to engaging in the strategic management cycle annually to ensure that the city continues to make progress toward the vision embraced by its community.

What's Next

The following pages provide detail on the goals established through the strategic planning process. As budgets are drafted in the coming years, departments will review these goals and their associated action items and draft budgetary requests that support the strategic initiatives. We are confident that Wildwood's future vision will be realized with the commitment of the City's elected officials and the staff dedicated to enacting these strategic initiatives.

Wildwood Strategic Plan Goals

Community Engagement

Enhance public trust, encourage civic pride, and build cross-community partnerships that enhance the quality of life for Wildwood residents

Transportation

Invest in road and sidewalk infrastructure to provide for connections and future growth

Affordable Housing

Positively impact availability of affordable housing through partnerships and policy development/implementation

Downtown Redevelopment

Revitalize the City's core downtown area to spur investment and redevelopment

Infrastructure

Assess, construct, and maintain the City's municipal infrastructure systems, focusing on water, wastewater, and stormwater systems

Employee Recruitment and Retainment

Provide residents with superior service through the recruitment and retainment of talented and dedicated employees

Goal: Enhance public trust, encourage civic pride, and build cross-community partnerships that enhance the quality of life for Wildwood residents

It is important residents trust their local government to provide meaningful and fiscally responsible services. Wildwood is committed to fostering trust with residents through the development of communication tools to promote transparency and providing for open lines of communication. Wildwood is also committed to providing spaces where individuals can gather to socialize and build ties throughout the community.

Establish Communication Programs to Engage Citizens

Create and disseminate a Citizens' Newsletter	Establish monthly newsletter in 2023
Update and maintain the Downtown Master Plan website	Complete initial update by early 2023
Create and hold a "Welcome to Wildwood" program to educate citizens	Hold first program in 2023; semi-annually thereafter
Re-establish a Citizen's Advisory Committee	Re-establish in 2024
Expand the City's Community Policing initiatives	Conduct at least two community engagement events per year
Create and disseminate a flyer to educate and support citizens in property code compliance	Begin monthly flyer dissemination in 2023

Fund and/or Support Quality of Life Projects

Construct upgrades at Millennium Park	Include minimum of two identified projects in each budget
Support the creation of the Wildwood Business Coalition	Provide space for Coalition to meet and attend all meetings
Design and construct a recreation center at Dr. Martin Luther King, Jr. Park	Begin construction by 2025

Goal: Invest in multi-modal transportation infrastructure to provide for connections and future growth

Managing and building the non-regionally significant transportation infrastructure within Wildwood is a critical factor in the growth of the community. Strong connectivity through roads, sidewalks, and other transportation facilities provides a foundation for development and improves mobility choices for Wildwood residents.

Develop Initiatives to Promote Safety and Alternative Transportation Opportunities

Adopt a Bicycle and Pedestrian Master Plan	Adoption of Study by 2025
Adoption of joint City/County transit route expansion plan	Plan adoption by 2024; Implementation by 2026
Ensure traffic lights are installed when traffic warrants are met	Review key intersections annually to determine if warrants are met

Undertake Roadway Improvements to Meet Traffic Demands and Preserve Infrastructure

Clay Drain Road Improvements	Complete construction by 2027
Huey Street Road Improvements	Complete construction by 2026
Jackson Street Road Improvements	Complete construction by 2026
Design CR44/Lynum Street corridor and overpass	Corridor approval by 2026
Improve CSX service road near Rutland and Oxford Streets	Complete design in 2024; Construction 2025
Conduct pavement preservation activities	Maintain Pavement Condition Index of 82 on city-wide network

Goal: Positively impact availability of affordable housing through partnerships and policy development/implementation

A thriving community must be able to support the needs of its residents. In its quest to provide the ideal live, work, play environment, the City of Wildwood will engage in activities that support the creation of affordable housing within the community so that all individuals have the opportunity to affordably live where they work and play.

Partner with Local Organizations to Promote Affordable Housing

Partner with Sumter County Affordable Housing Advisory Committee	Attend quarterly meetings of Housing Advisory Committee
Co-Host workshop to educate individuals on housing purchase and construction strategies	Partner with Florida Housing Coalition and Sumter County to host workshop in 2023
Develop owner-occupied affordable housing on surplus city property located on Lee Street	Partner with developer or non-profit organization to construct 40 housing units by 2027

Implement Strategies to Support Affordable Housing

Mitigate abandoned property code compliance through Code Enforcement foreclosure	Identify and process a minimum of two code compliance foreclosures per year
Create incentivized housing agreement template for affordable housing development	Complete approved agreement template by 2024
Maintain information on available housing opportunities	Post information on website and in flyers beginning in 2023
Revise Land Development Regulations to provide flexibility for affordable housing initiatives	Complete revisions by end of 2023

Goal: Revitalize the City's core downtown area to spur investment and redevelopment

Community engagement efforts have identified the Wildwood downtown as an opportunity for increased economic opportunity and quality of life improvement. A Downtown Master Plan was developed to create a path toward creating a unique sense of place that is safely and easily accessible to residents and employees. Wildwood is committed to implementing the vision of the Downtown Master Plan.

Conduct Planning Initiatives to Support the Downtown Master Plan

Update Community Redevelopment Plan	Adopt new plan by 2024
Create uniform Downtown Development Standards	Adopt new standards by 2025
Create plan to repurpose Fleet Services property	Complete planning study by 2026
Plan Gamble Street Improvements	Complete planning study by 2027
Initiate plan to implement truck bypass for Highway 301	Begin planning with FDOT and LSMPO by 2027

Engage in Activities that Support the Downtown Master Plan

Develop current city-owned property for commercial and parking uses	Enter into Public-Private Partnership by 2024 for project development
Downtown Master Plan Implementation	Complete one project per year starting 2024
Acquire properties to support the redevelopment of downtown	Acquire at least one property each year
Construct Highway 301 linear park	Complete construction by 2025
Implement Complete Streets on Highway 301	Construction to begin by 2027

Goal: Assess, construct, and maintain the City's municipal infrastructure systems, focusing on water, wastewater, and stormwater systems

A community's infrastructure is its most valuable asset. Having sufficient infrastructure to service community residents and visitors is vital to providing a high quality of life. Wildwood is dedicated to ensuring the capacity of its infrastructure meets the needs of the community. It is also dedicated to the maintenance of the infrastructure to maximize each system's life cycle.

Expand the City's Water, Wastewater, and Stormwater Facilities

Increase the City's Wastewater Treatment Facility Capacity	Increase capacity to 4.3 MGD by 2025; Increase to 6 MGD by 2030
Construct CR 209 Water Main Extension	Complete all phases by 2027
Construct Millennium Park Reuse Water Line	Complete construction by 2026
Increase City's reuse water capacity	Partner with one developer each year to install reuse water lines
Construct stormwater improvements in accordance with the Pavement Management Plan	Design and/or construct a minimum of one stormwater facility improvement identified in the Watershed Management Plan per year

Plan for Future Water, Wastewater, and Stormwater Needs

Adopt Watershed Management Plan	Complete 2023
Adopt Level of Service (LOS) for stormwater management	Complete by 2023
Modify City's Water Use Permit to meet forecasted water demand	Acquire approved WUP by 2025
Update the 2019 Utility Master Plan to forecast future infrastructure needs including reuse water expansion	Complete plan update by 2025
Identify and prioritize replacement of older galvanized and steel water lines to modernize infrastructure	Create replacement plan by 2023

Perform Maintenance Activities to Preserve/Improve Facilities

Install odor control equipment at wastewater pump stations and treatment facilities	Install equipment at one facility each year to reduce hydrogen sulfide gases to less than 0.5 PPM
Conduct regular maintenance of wastewater collection infrastructure to reduce inflow and infiltration	Rehab a minimum of 90 manholes each year
Conduct regular maintenance of wastewater collection infrastructure to reduce inflow and infiltration	Slip line a minimum of 5,280 linear feet of sewer line each year
Conduct regular maintenance of water system infrastructure to ensure accurate usage information	Replace a minimum of 500 water meters each year

Employee Recruitment/Retainment

Goal: Provide residents with superior service through the recruitment and retainment of talented and dedicated employees

The quality of a city's workforce can be evaluated by the quality of services residents receive. Wildwood is committed to becoming the most desirable employer in the area so that the best and brightest are anxious to join our team and provide superior service to Wildwood residents and visitors.

Evaluate Key Personnel Programs for Optimum Results

Conduct study to evaluate salary levels and classifications	Complete study in 2023; biennially thereafter
Update tuition reimbursement program	Complete update in 2024
Create Career Progression Plans for all departments	Complete Plan for each department by 2024; update annually
Evaluate feasibility of expanding health benefits	Make final determination by 2024

Provide Funding for and Conduct Employee Development Initiatives

Provide diversified training opportunities	Department Heads to evaluate training opportunities with each staff member annually
Hold employee appreciation events	Hold a minimum of two events each year
Audit Performance Management System for accuracy and improvement	Audit Performance Management System annually to verify accuracy and effectiveness

Monitor Key Indicators of Employee Satisfaction

Create employee satisfaction survey	Conduct survey annually beginning in 2023
Track employee retention effectiveness	Maintain quarterly vacancy rate of <15%

Executive Overview

BUDGET PURPOSE

The City of Wildwood's budget has been prepared with more than a simple financial guideline in mind. It was prepared in a manner to meet several goals. A major priority of the budget document is to serve as a communication device for the ordinary reader. In addition to the financial spending guidelines put in place for departments, the document provides the reader with in-depth knowledge of the Wildwood community; this allows the reader to have context with which to consider the financial decisions presented within the budget.

Secondly, the budget was drafted with key strategic goals at the forefront. As outlined in the City's Strategic Plan earlier in this document, the City has a number of goals that were created to help it maintain focus on priorities established by the elected officials. All financial decisions outlined within this budget document were based on whether they were in harmony with the established goals contained within the Strategic Plan.

The budget presentation, as a whole, was also developed with operational organization in mind. The budget document is used by a multitude of individuals, not the least of which are internal staff. This document was drafted to provide a concise presentation of individual departmental budgets, as well as an overall presentation for those who desire a more broad view of the City's financial position.

Consolidated Financial Schedule

BUDGET SUMMARY CITY OF WILDWOOD - FISCAL YEAR 2024-25

THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF WILDWOOD ARE 23.8% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.

General Fund 2.8287

	GENERAL FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	TOTAL ALL FUNDS
ESTIMATED REVENUES				
Taxes:				
Ad Valorem Taxes Millage per \$1,000 = 2.8287	\$ 18,515,900			\$ 18,515,900
Local Option, Fuel, & Other Taxes	\$ 15,775,440			\$ 15,775,440
Intergovernmental Revenue	\$ 3,360,370	\$ 1,730,500	9,250,000.00	\$ 14,340,870
Other Intergovernmental Revenue	\$ 3,000			\$ 3,000
Charges for Services	\$ 841,900		\$ 26,521,230	\$ 27,363,130
Fines & Forfeitures	\$ 34,000	\$ 100		\$ 34,100
Miscellaneous Revenue	\$ 214,550	\$ 1,574,900	\$ 25,940	\$ 1,815,390
Loan Proceeds and Other Financing Sources	\$ -	\$ -	\$ 102,000,000	\$ 102,000,000
TOTAL SOURCES	\$ 38,745,160	\$ 3,305,500	\$ 137,797,170	\$ 179,847,830
Transfers In	\$ 422,800	\$ 10,231,880	\$ 24,000,000	\$ 34,654,680
Fund Balances/Reserves/Net Assets	\$ 8,200,000	\$ 17,294,445	\$ 34,169,200	\$ 59,663,645
TOTAL REVENUES, TRANSFERS, & BALANCES	\$ 47,367,960	\$ 30,831,825	\$ 195,966,370	\$ 274,166,155
EXPENDITURES				
General Government Services	\$ 3,694,402	\$ 18,175,000		\$ 21,869,402
Public Safety	\$ 9,721,260	\$ 400,000		\$ 10,121,260
Physical Environment		\$ 800	\$ 90,681,396	\$ 90,682,196
Transportation	\$ 6,831,071			\$ 6,831,071
Economic Development	\$ 2,411,193	\$ 676,400		\$ 3,087,593
Culture & Recreation	\$ 3,053,256	\$ 900		\$ 3,054,156
Debt Service	\$ 848,650		\$ 1,016,200	\$ 1,864,850
Total Expenditures	\$ 26,559,832	\$ 19,253,100	\$ 91,697,596	\$ 137,510,529
Transfers Out	\$ 14,231,880	\$ 5,412,800	\$ 15,010,000	\$ 34,654,680
Fund Balances/Reserves/Net Assets	\$ 6,576,248	\$ 6,165,925	\$ 89,258,774	\$ 102,000,947
TOTAL APPROPRIATED EXPENDITURES				
TRANSFERS, RESERVES & BALANCES	\$ 47,367,960	\$ 30,831,825	\$ 195,966,370	\$ 274,166,155

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE REFERENCED TAXING AUTHORITY AS A PUBLIC RECORD.

Revenue Classifications

Pursuant to the uniform classification of accounts prescribed by the State Comptroller's office, governmental fund and proprietary fund revenues are classified as follows:

Taxes – Includes property (ad valorem) tax, local option gas tax, public service tax, communication service tax, utility taxes, and franchise fees. The taxes collected by the City are one of the major revenue sources for the General Fund.

Intergovernmental revenues – Intergovernmental revenues are those funds received from other governments in the form of shared revenues or grants, or as reimbursements for performance of general government functions and specific services for the paying government. Included in the City's intergovernmental revenues are the Local Government Half-cent Sales Tax, the Municipal Revenue Sharing Program revenue, the Mobile Home License Tax, and the Alcoholic Beverage Tax. The largest source of revenue among these programs is the half-cent sales tax. The program distributes a portion of the State's sales tax revenue to counties and municipalities. The distribution formula is population based. The revenues are to be used for municipal-wide programs or property tax relief and can also be pledged to pay principal and interest on capital project expenses.

Fines and Forfeitures – These revenues include court fines and fees, and fees related to code violations. These estimates are developed from historical data trends, which remain relatively constant from year to year.

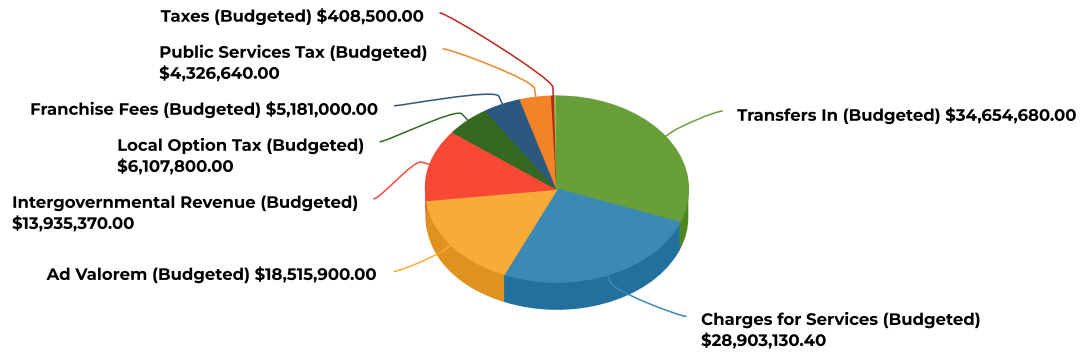
Miscellaneous Revenues – These revenues include a variety of sources including interest on investments, rents, refunds, contributions, and revenues which cannot be recognized in other classifications. The revenues in this category are examined based on economic conditions, and a variety of methods are used to develop good estimates, but by their nature they can vary significantly.

Charges for Services – In the General Fund, charges for services primarily include facility rental fees and fees collected from the Development Services Department related to development activity. In the Utility Fund, charges for services primarily include the fees associated with our Water and Wastewater services.

Other Sources - These revenues include transfers in, grant or debt issuance sources.

The below chart shows the projected distribution of revenue sources organization wide for the City of Wildwood.

Revenues by Sources - Organization Wide



Revenues

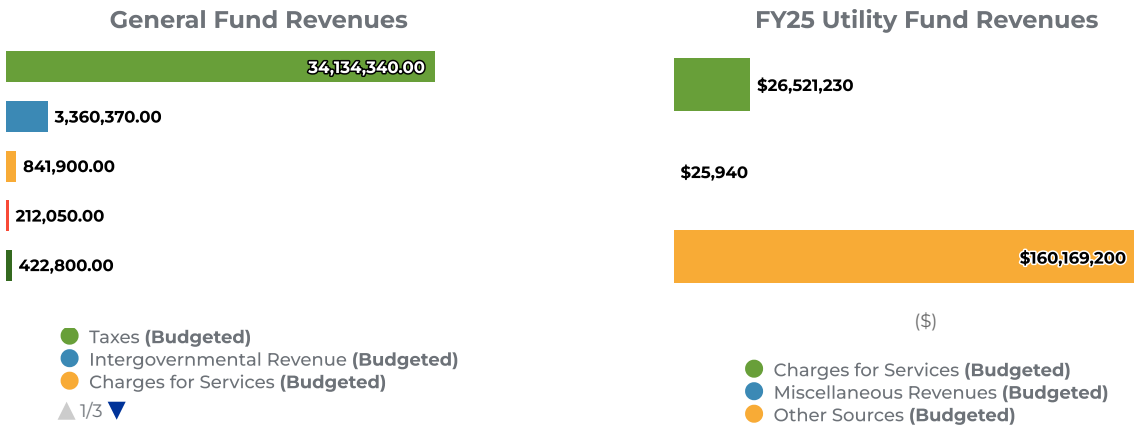
Revenue Overview

At the beginning of the budgeting process each year, the finance staff takes a comprehensive look at the current revenue trends. With the pace of growth that Wildwood is experiencing, it can be difficult to project revenue streams accurately. While the level of ad valorem revenue is relatively stable for the fiscal year, other revenue sources such as franchise fees, public service taxes, and sales taxes can vary widely based upon the level of development throughout the year and upon the current economic climate. As a general policy, the City's revenues are budgeted conservatively to avoid possible short-falls due to unanticipated changes in the economy. Estimated revenues are based upon current trends and expected economic development activity for the next twelve months. The Fiscal Year 2024-2025 General Fund estimated revenue is \$47.4M, which includes \$422.8K in transfers-in from other funds. The Utility Revenue Fund's estimated revenue is \$26.1M.

In the General Fund, the major sources of revenue include taxes (property tax, utility tax, franchise fees) and intergovernmental income. The largest of these sources is Ad Valorem (property tax). Revenue generated from Ad Valorem tax is based on the millage rate adopted by the City each year. In FY 25, the City adopted a millage rate of 2.8287, which is equal to the prior year rate. In FY 25, the projected Ad Valorem revenue is \$18.5M, which is a 12.9% increase over the FY 24 Ad Valorem revenue.

In addition to increased property tax revenue, revenue increases are expected in other funding streams as well. Among the other primary revenue sources, the Public Services Tax proceeds are projected to increase 6.3% while Franchise Fees are projected to increase by 1.7% over those budgeted for FY 24.

The primary source of revenue for the City's Utility Revenue Fund comes from charges for services. The City conducted a revenue sufficiency analysis in preparing the prior year budget to determine the appropriate rates for water and sewer services as a major wastewater capacity expansion project was preparing to begin. At that time, the analysis showed that the City would need to increase wastewater rates by 20% per year for three years to be able to support the expansion project. In FY24 the City implemented the first of the three-year 20% increases. In conjunction with the preparation of the FY25 budget, the City had another revenue sufficiency analysis completed to re-evaluate rate levels. The new analysis confirmed that the City would need to increase wastewater rates by 20% for another two years. Therefore, a 20% increase in wastewater rates was programmed into the FY25 budget. Water and reuse water rates will meet the needs of the utility as long as they are increased annually based on the CPI index for water and sewerage maintenance. The FY 25 budget incorporates a 5.3% increase in water and water reuse rates, which is equal to the CPI index for water and sewerage maintenance. The increase in user fees, in conjunction with the increase in users on the utility system related to growth, is projected to result in an increase of revenues for charges for services of 28.9% in FY 25, with total projected revenue in this area of \$15.93M.



Expenditure Classifications

Pursuant to the uniform classification of accounts prescribed by the State Comptroller's office, the major governmental fund and proprietary fund expenditures are classified as follows:

General Government Services - includes legislative and administrative services provided by the following departments for the benefit of the public and the governmental body as a whole: Legislative, Executive, Finance, Development Services, Information Technology and Human Resources.

Public Safety - includes services for the security of persons and property provided by police.

Physical Environment - includes expenditures related to the provision of water, wastewater, refuse, and other environmental services. In Wildwood's budget, the term "physical environment" is replaced by "Utilities" or "Utility Revenue Fund".

Transportation - includes cost of services for safe and adequate flow of vehicles and pedestrians as reflected in the Public Works and Fleet Services divisions.

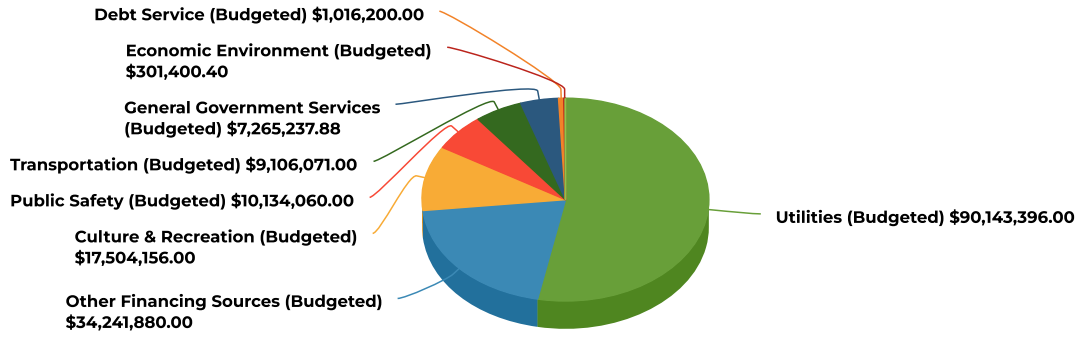
Culture and Recreation - includes the cost of providing and maintaining cultural and recreational facilities and activities for the benefit of citizens and visitors, which are provided by the Parks and Recreation and Community Center departments.

Debt Services - includes payments made on the City's outstanding debt.

Other Financing Sources - includes budgeted transfers between funds.

The following chart shows the budgeted expenditures for FY 25 by function. This chart includes a Fund Balance Category, which are funds that are not budgeted to be spent by year-end. The fund balance is comprised of funds set aside for emergencies and funds for capital projects that have not yet been spent.

Expenditures by Function - City Wide



General Fund Expenditures

The General Fund includes expenditures related to Culture & Recreation, Transportation, Public Safety, and General Government Services. In FY 25, budgeted operating expenditures related to these functions increased by an average of 13.3%. While normal inflation accounts for some of the increases, each function has unique circumstances contributing to their respective increased budgets.

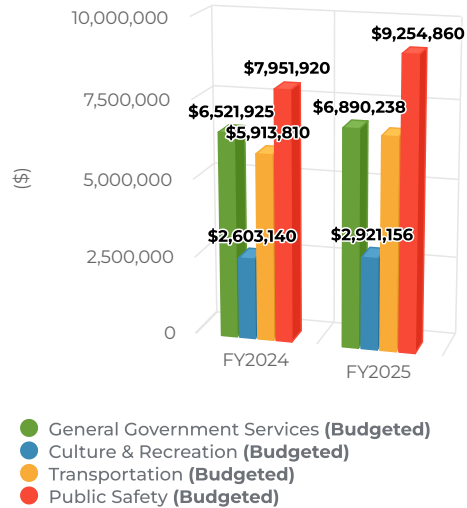
The Culture & Recreation function, with an overall increase of 12.2% in operating expenditures, has increases in the Park & Recreation Department due to additional contractual services for landscape maintenance and a scheduled large maintenance project to the irrigation system at the City's athletic complex.

Within the Transportation function, which has an overall increase of 14.3% in operating expenses, the Public Works Department has a significant increase in their electricity budget due to continuing acquisition of a large number of traffic lights in new subdivisions.

The Public Safety budget, which has an overall increase of 16.4% in operating expenses, reflects the addition of six new police officers in the Police Department to create a new patrol zone in an effort to maintain low response times to calls as the city limits continues to expand with development.

Operating expenses related to General Government services, which includes funding areas such as Legislative, Executive, Finance, Development Services, Information Technology, and Human Resources, are budgeted to increase by 10.5%. The majority of this increase is due to inflation, with the primary area being insurance expense.

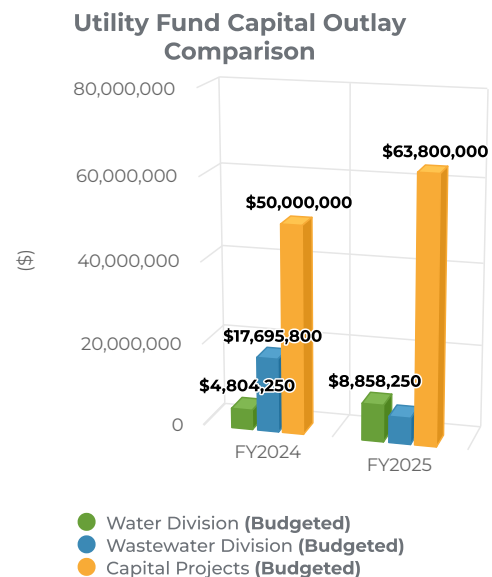
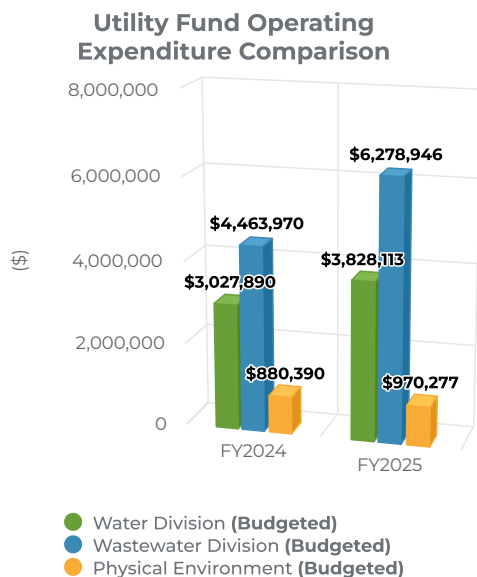
General Fund Operating Expenditures FY24 vs. FY25



Utility Fund Budgeted Expenditures

The City of Wildwood's Utility Fund includes expenditures related to water and wastewater services, as well as utility billing services, referred to as physical environment. The City also assesses impact fees related to growth, referred to as water and wastewater "system development charges" (SDC). These fees are used to pay for new infrastructure projects or debt service related to infrastructure projects. In the chart below on the left, the operating expenditures for FY 25 are compared to FY 24 budgeted expenditures. The expenses of the Physical Environment (Utility Billing) Department are budgeted to increase 10.2% over the prior year; the primary cause for the increase is related to a projected increase in property and casualty insurance. The Water Department operating budget reflects an increase of 26.4% over the prior year. In addition to normal inflation, the Water Department is adding two new positions. The department is also expecting a significant increase in their chemical expense. The operating expenses of the Wastewater Department are budgeted to increase 40.6%; the primary contributors to that increase are the addition of four new staff members needed for increased plant coverage hours and increases in chemical expenses related to a new odor control program.

The chart below on the right is a comparison of budgeted capital outlay expenses related to the Utility Fund. Various funding sources are used for these projects, including operating revenue, SDC fees, as well as grants and loan proceeds. Both FY24 and FY25 show that the majority of budgeted capital expenditures are related to a large wastewater capacity improvement project. The project is reflected in the FY24 budget, however the project did not progress as initially planned, therefore related expenditures are also shown in FY25. Other capital expenditures are related to annual projects that have been identified to improve the condition of the overall water and wastewater utility systems.



FUND BALANCE SUMMARY

Fund	Est. Beginning Balance 10/01/24	Plus: Estimated Revenues	Less: Budgeted Expenditures	Ending Balance 9/30/25
001 General Fund	8,200,000	39,167,960	40,791,712	6,576,248
101 Greenwood Cemetery Fund	64,000	2,800	800	66,000
104 Community Redevelopment Area Fund	1,964,000	642,380	301,400	2,304,980
105 Baker House Fund	76,800	15,100	900	91,000
107 Parks and Recreation Impact Fee Fund	972,500	302,000	-	1,274,500
108 Law Enforcement Impact Fee Fund	1,925,300	1,240,000	812,800	2,352,500
301 Capital Improvement Fund	12,240,000	11,335,000	22,050,000	1,525,000
401 Utility Revenue Fund	10,110,000	15,959,230	22,764,436	3,304,794
402 Utility Capital Projects Fund	8,500,000	135,250,000	63,800,000	79,950,000
403 Industrial Park Fund	53,600	240	11,000	42,840
404 Water Connection Fee Fund	51,100	-	-	51,100
406 Wastewater Connection Fee Fund	154,500	-	-	154,500
408 Water System Development Charge Fund	5,350,000	3,437,200	3,056,030	5,731,170
409 Wastewater System Development Charge Fund	9,950,000	7,150,500	17,076,130	24,370
601 Law Enforcement Trust Fund	51,945	-	-	51,945
TOTAL ALL FUNDS	59,663,745	214,502,410	170,665,208	103,500,947

Fund balance is the excess of assets over liabilities. Fund balance is accumulated when revenues exceed expenditures and is decreased when revenues are less than expenditures. A negative fund balance is often referred to as a deficit.

The Government Finance Officers Association, a body that represents municipal governments throughout the U.S. and beyond, recommends that a city retain a minimum of two months operating budget (16.67%) in reserve to mitigate current and future risks and to ensure stable tax rates. They further state that each entity should assess their financial vulnerabilities such as natural disasters and volatile revenue sources when determining an appropriate level of unrestricted fund balance. Given Wildwood's location in Florida, the City is susceptible to hurricanes on a yearly basis, therefore it has been determined that a slightly higher reserve balance is desirable. The City has determined that the desired reserve level for the General Fund is between 20% - 25% of the fund's operating budget. This fund balance reserve level is not uncommon in other Florida cities. The FY 25 budget was drafted keeping fund balance requirements in mind. The projected ending balance of the General Fund is anticipated to be \$6.59M, which equates to 26.4% of the operating budget, just slightly above the desired reserve level. For the Utility Revenue Fund, the recent revenue sufficiency analysis has identified an ideal reserve level of 50% of the fund's operating budget. However, with the significant capital projects budgeted it was recognized that the fund would fall short of the ideal reserve balance for the next 1 - 3 years. The projected ending balance of the Utility Revenue Fund is anticipated to be \$3.3M which equates to 29.8% of the operating budget, which indeed falls short of the ideal reserve balance. The reserve balance is expected to recover gradually during the next three fiscal years.

The General Fund projected ending balance is shown to be 20% lower than the balance at the beginning of the year; this is because of transfers to the Utility Capital Improvement Fund to assist in the financing of the Wastewater Treatment Capacity Project. The transfer amount was calculated based upon the ideal reserve amount in the General Fund.

Many of the City's Special Revenue funds are budgeted to have increases in balance in excess of 10% at the end of FY25 including the Community Redevelopment Area Fund (17%), the Baker House Fund (18%), the Park & Recreation Impact Fee Fund (31%), and the Law Enforcement Impact Fee Fund (22%). The revenues of these funds are dedicated to certain purposes, and in FY25, revenues are budgeted to exceed allowed expenditures in these funds. The notable exception to this trend is the Capital Improvement Project Fund, which is budgeted to have a decrease in ending balance of 88%. The revenues of this fund are dedicated to capital projects and the balance of the fund can be volatile based upon timing of projects. In FY25, it is anticipated that the City will complete a slate of capital projects depleting the balance in the fund. A transfer from this fund to the Wastewater Treatment Capacity Project is also attributing to the decrease in ending balance.

The Utility Revenue Fund is showing a decline in fund balance of 67%. This decline is due to construction projects programmed within the budget. As mentioned earlier, this decline was expected and is projected to recover over the next three years.

Priorities & Issues

PRIORITIES

In FY 23 the City drafted a new Strategic Plan that identified priorities that would be supported through the annual budgeting process. As the FY 25 budget was developed, the priorities of the strategic plan were used as a guide for funding priorities. All new programs and capital requests must support the goals outlined in the Strategic Plan in order to be included in the budget. The six overarching goals of the Strategic Plan are: Community Engagement, Transportation, Affordable Housing, Downtown Redevelopment, Infrastructure, and Employee Recruitment and Retainment. The City's annual budget is the tool with which these goals are accomplished.

The Infrastructure goal was the primary focus of the FY25 budget process. The City is in need of an increase in capacity at its wastewater treatment facility to support the growth that is occurring within the city. The budget includes the construction component of an expansion to the existing wastewater treatment plant. This is the biggest project the City has undertaken, with an initial construction cost estimate that exceeds \$150M. This is a multi-year project that will be included in future budget years. In an effort to reduce the amount to be funded through bonds, for the first time the City is utilizing General Fund dollars to assist with improvements in the Utility Revenue Fund. Therefore, departments were asked to limit their requests for capital equipment and infrastructure to those that are essential to operations.

The other pillars of the Strategic Plan are represented in the budget however, such as community engagement with funding for projects at Millennium Park; this expense was programmed in FY24, however bidding delays moved the timing of the project to FY25.

Funding is also included in the budget to continue programs developed in FY 23 in support of community engagement, including a monthly newsletter and Welcome to Wildwood educational program.

To support the goal of Transportation, the FY 25 budget includes funding for pavement preservation activities in an effort to minimize the maintenance cost of newly constructed streets, as well as design costs for major street improvement projects.

The Downtown Redevelopment goal is supported in the FY 25 budget by continuing allocation of funding for property acquisition and design activities for improvements in the downtown corridor.

Lastly, to support the strategic goal of Employee Recruitment and Retainment, the budget includes funding for a minimum cost of living adjustment of 3.4%. The City will continue its performance management plan, which adjusts employee salaries based upon performance on the staff member's anniversary date. The City worked to find alternative health insurance programs that would reduce the cost for employees to provide insurance for family members; the City successfully found an option that would reduce the cost of family coverage by up to 30% for employees, while minimally impacting the overall cost of health insurance. The budget will also fund employee recognition programs.

ISSUES

There are two main areas that the City is diligently monitoring to assess the potential need for change. First is the growth of the City through the continual development of The Villages®, a large retirement community primarily located within Wildwood's city limits. The growth generated by this development, and other associated developments, continues to strain city resources. While this budget has been drafted to meet the anticipated needs of the upcoming fiscal year, management is continually assessing conditions to determine if additional resources need to be allocated for staffing, operational supplies, maintenance and/or construction activities, etc. The pace of growth, plus economic conditions can be extremely dynamic. Therefore, this budget is just a tool with which to work, but can be somewhat dynamic and can be amended mid-year if conditions warrant.

A second issue that is plaguing the City, which is not unique to Wildwood, is the impact of inflation and crippled supply chain resources. The City has many capital projects planned in FY 25 and beyond. However, recent experience has shown that the cost of projects can be much higher than anticipated due to the

overwhelming availability of work for contractors and the soaring cost of equipment and supplies. All of these issues culminate in the delay of completion of planned projects as well as increased costs in completing them. The City continually monitors the conditions and reassesses project timing to most equitably complete projects within their necessary timeframes.

Long-range Financial Plans

Wildwood has been fortunate to experience positive economic growth following the COVID-19 pandemic, and this trend continues. New businesses and residents are drawn to our City, bringing benefits such as a reduced ad valorem tax rate, increased job opportunities, and a wider range of housing options. However, the challenges of sustaining rapid growth over an extended period are becoming apparent.

Meeting the infrastructure needs of our expanding community is a top priority for any local government, and Wildwood is no exception. The expansion of the wastewater treatment plant is the City's highest priority for the upcoming fiscal year. This critical project, estimated at \$150 million and expected to take the next three fiscal years to complete, is essential to the economic prosperity of both Wildwood and Sumter County. To ensure we have adequate resources for all of our infrastructure needs, like the wastewater treatment plant, the City has had to undergo some serious long-range financial planning. Long-range financial planning is crucial for the City to ensure fiscal sustainability, maintain infrastructure, deliver essential services, and foster economic growth. Financial planning helps us manage risks, comply with legal requirements, and use resources efficiently, all while enhancing the quality of life for current and future residents.

In FY24, the City contracted with Stantec Consulting Services to assist in our long-range financial planning, in particular with our utility infrastructure, as capacity has become a large concern with the amount of growth the City continues to experience. Over the course of several months, historical and budgeted financial information regarding the operation of the City's water, sewer, and reuse systems, historical customer counts, the City's Capital Improvement Plan, and the utility debt service obligations were given to Stantec. Providing this information allowed Stantec to create a comprehensive financial planning model which produced a 10-year projection of the adequacy of revenues provided by the current rates of the Utility to meet its current and projected financial requirements. With this model, the level of rate revenue increases necessary in each year of the projection period to satisfy the system's annual financial requirements was determined. Listed below is the 10-year Pro Forma that was created from the financial planning model.

Pro Forma											Schedule 8
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034
Operating Revenue											
1 Water, Sewer And Reuse Rate Revenue	\$ 11,132,241	\$ 11,189,621	\$ 14,970,984	\$ 18,526,150	\$ 22,319,652	\$ 24,339,431	\$ 26,429,103	\$ 28,577,700	\$ 30,849,566	\$ 33,250,902	\$ 35,788,132
2 Change in Revenue From Growth	-	1,908,053	1,165,759	878,768	1,009,246	1,046,192	1,082,207	1,116,954	1,152,974	1,190,299	1,228,964
3 Other Revenue Adjustments	(18,572)	(18,422)	(4,279)	(34,691)	(37,577)	(33,966)	(32,752)	(31,609)	(30,520)	(29,536)	(28,600)
4 Subtotal	\$ 11,113,669	\$ 13,079,252	\$ 16,132,463	\$ 19,370,226	\$ 23,291,321	\$ 25,351,658	\$ 27,478,558	\$ 29,663,045	\$ 31,972,021	\$ 34,411,665	\$ 36,988,496
5 Weighted Average Rate Increase	0.63%	14.46%	14.84%	15.23%	4.50%	4.29%	4.00%	4.00%	4.00%	4.00%	4.00%
6 Additional Rate Revenue From Rate Increase	75,952	1,891,732	2,393,686	2,949,425	1,048,109	1,077,445	1,099,142	1,186,522	1,278,881	1,376,467	1,479,540
7 Total Rate Revenue	\$ 11,189,621	\$ 14,970,984	\$ 18,526,150	\$ 22,319,652	\$ 24,339,431	\$ 26,429,103	\$ 28,577,700	\$ 30,849,566	\$ 33,250,902	\$ 35,788,132	\$ 38,468,036
8 Plus: Other Operating Revenue	1,049,607	1,058,521	1,063,522	1,066,218	1,068,914	1,071,610	1,074,306	1,077,002	1,079,698	1,082,394	1,085,090
9 Equals: Total Operating Revenue	\$ 12,239,228	\$ 16,029,505	\$ 19,589,672	\$ 23,385,870	\$ 25,408,344	\$ 27,500,713	\$ 29,652,006	\$ 31,926,568	\$ 34,330,599	\$ 36,870,526	\$ 39,553,126
Less: Operating Expenses											
10 Personnel Services	\$ (3,619,880)	\$ (3,963,213)	\$ (4,204,568)	\$ (4,541,391)	\$ (4,813,573)	\$ (5,102,033)	\$ (5,407,747)	\$ (5,731,749)	\$ (6,075,135)	\$ (6,439,067)	\$ (6,824,774)
11 Variable Operations & Maintenance Costs	(612,800)	(1,698,800)	(2,097,130)	(2,232,019)	(2,372,219)	(2,517,949)	(2,669,435)	(2,826,910)	(2,990,612)	(3,160,788)	(3,337,691)
12 Operations & Maintenance Costs	(4,292,004)	(5,038,890)	(5,498,442)	(5,802,172)	(6,116,346)	(6,441,413)	(6,777,830)	(7,126,064)	(7,486,588)	(7,859,889)	(8,246,465)
13 Equals: Net Operating Income	\$ 3,714,545	\$ 5,328,602	\$ 7,709,532	\$ 10,810,287	\$ 12,106,287	\$ 13,439,318	\$ 14,796,993	\$ 16,241,845	\$ 17,778,264	\$ 19,410,783	\$ 21,144,196
Plus: Non-Operating Income/(Expense)											
14 Interest Income	\$ 412,337	\$ 528,712	\$ 242,124	\$ 72,516	\$ 103,124	\$ 143,312	\$ 158,819	\$ 151,640	\$ 159,555	\$ 183,672	\$ 224,927
15 Water Sdc (408)	3,019,600	4,753,444	2,651,343	1,416,000	1,416,000	1,416,000	1,416,000	1,416,000	1,416,000	1,416,000	1,416,000
16 Sewer Sdc (409)	5,979,400	7,919,770	4,498,581	2,473,500	2,473,500	2,473,500	2,473,500	2,473,500	2,473,500	2,473,500	2,473,500
17 Transfers In	-	-	-	-	-	-	-	-	-	-	-
18 Equals: Net Income	\$ 13,125,881	\$ 18,530,528	\$ 15,101,581	\$ 14,772,303	\$ 16,698,831	\$ 17,472,130	\$ 18,845,312	\$ 20,282,986	\$ 21,827,330	\$ 23,483,955	\$ 25,258,623
Less: Revenues Excluded From Coverage Test											
19 System Development Charge (Sdc)	\$ (8,999,000)	\$ (12,673,214)	\$ (7,149,924)	\$ (3,889,500)	\$ (3,889,500)	\$ (3,889,500)	\$ (3,889,500)	\$ (3,889,500)	\$ (3,889,500)	\$ (3,889,500)	\$ (3,889,500)
20 Transfers In	-	-	-	-	-	-	-	-	-	-	-
21 Equals: Net Income Available For Debt Service	\$ 4,126,881	\$ 5,857,314	\$ 7,951,657	\$ 10,882,803	\$ 12,209,331	\$ 13,582,630	\$ 14,955,812	\$ 16,393,486	\$ 17,937,830	\$ 19,594,455	\$ 21,369,123
Senior Lien Debt Service Coverage Test											
22 Net Income Available for Senior-Lien Debt Service	\$ 4,126,881	\$ 5,857,314	\$ 7,951,657	\$ 10,882,803	\$ 12,209,331	\$ 13,582,630	\$ 14,955,812	\$ 16,393,486	\$ 17,937,830	\$ 19,594,455	\$ 21,369,123
23 Total Annual Senior-Lien Debt Service	Tar. \$ 134,615	\$ 134,615	\$ 2,668,262	\$ 5,268,131	\$ 5,268,993	\$ 5,267,928	\$ 5,268,892	\$ 5,267,725	\$ 5,187,170	\$ 5,188,691	\$ 5,188,691
24 Calculated Senior-Lien Debt Service Coverage	1.50	30.66	43.31	2.77	2.07	2.32	2.58	2.84	3.11	3.46	3.78
Subordinate Debt Service Coverage Test											
25 Net Income Available for Subordinate Debt Service	\$ 3,992,266	\$ 5,722,699	\$ 5,083,395	\$ 5,614,672	\$ 6,940,338	\$ 8,314,702	\$ 9,686,920	\$ 11,125,760	\$ 12,750,659	\$ 14,405,764	\$ 16,180,431
26 Existing Subordinate Debt	711,529	711,529	711,529	711,529	521,572	331,614	331,614	331,614	331,614	331,614	331,614
27 Cumulative New Subordinate Debt Service (calculated)	-	-	1,122,837	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675
28 Total Annual Subordinate Debt Service	Req. \$ 711,529	\$ 711,529	\$ 1,834,367	\$ 2,957,204	\$ 2,767,246	\$ 2,577,289	\$ 2,577,289	\$ 2,577,289	\$ 2,577,289	\$ 2,577,289	\$ 2,577,289
29 Calculated Subordinate Debt Service Coverage	1.15	5.61	8.04	2.77	1.90	2.51	3.23	3.76	4.32	4.95	5.59
Total All-In Debt Service Coverage Test											
30 Net Income Available for Subordinate Debt Service	\$ 4,126,881	\$ 5,857,314	\$ 7,951,657	\$ 10,882,803	\$ 12,209,331	\$ 13,582,630	\$ 14,955,812	\$ 16,393,486	\$ 17,937,830	\$ 19,594,455	\$ 21,369,123
31 Total Senior-Lien Debt Service	134,615	134,615	2,668,262	5,268,131	5,268,993	5,267,928	5,268,892	5,267,725	5,187,170	5,188,691	5,188,691
32 Total Subordinate Debt Service	711,529	711,529	1,834,367	2,957,204	2,767,246	2,577,289	2,577,289	2,577,289	2,577,289	2,577,289	2,577,289
33 Total Annual Debt Service	Tar. \$ 846,144	\$ 846,144	\$ 4,702,628	\$ 8,225,335	\$ 8,036,240	\$ 7,845,217	\$ 7,846,181	\$ 7,845,014	\$ 7,764,459	\$ 7,765,981	\$ 7,765,981
34 Calculated All-In Debt Service Coverage	1.50	4.88	6.92	1.69	1.32	1.52	1.73	1.91	2.09	2.31	2.52

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034
Cash Flow Test											
36 Net Income Available For Debt Service	\$ 4,126,881	\$ 5,857,314	\$ 7,951,657	\$ 10,882,803	\$ 12,209,331	\$ 13,582,630	\$ 14,955,812	\$ 16,393,486	\$ 17,937,830	\$ 19,594,455	\$ 21,369,123
37 Less: Non-Operating Expenditures											
38 Net Interfund Transfers (in - Out)	(390,287)	(305,688)	(305,688)	(284,091)	(244,281)	(170,000)	-	-	-	-	-
39 Net Debt Service Payment	(134,615)	(134,615)	(3,574,210)	(6,767,426)	(6,715,990)	(6,658,828)	(6,659,985)	(6,658,594)	(6,621,290)	(6,623,110)	(6,623,110)
40 Net Cash Flow	\$ 3,601,979	\$ 5,417,011	\$ 4,071,759	\$ 3,831,287	\$ 5,249,060	\$ 6,753,802	\$ 8,295,827	\$ 9,734,902	\$ 11,316,540	\$ 12,971,345	\$ 14,746,012
Unrestricted Reserve Fund Test											
41 Balance At Beginning Of Fiscal Year	\$ 13,620,897	\$ 15,923,868	\$ 4,444,499	\$ 5,940,070	\$ 8,563,083	\$ 12,061,747	\$ 16,600,586	\$ 15,163,190	\$ 15,164,868	\$ 16,748,185	\$ 19,986,306
42 Cash Flow Surplus/(Deficit)	3,601,979	5,417,011	4,071,759	3,831,287	5,249,060	6,753,802	8,295,827	9,734,902	11,316,540	12,971,345	14,746,012
43 Projects Paid With Non Specified Funds	(1,299,009)	-	(1,363,620)	(1,208,274)	(1,750,396)	(2,214,962)	(9,733,223)	(9,733,223)	(9,733,223)	(9,733,223)	(9,733,223)
44 Balance At End Of Fiscal Year	\$ 15,923,868	\$ 4,444,499	\$ 5,940,070	\$ 8,563,083	\$ 12,061,747	\$ 16,600,586	\$ 15,163,190	\$ 15,164,868	\$ 16,748,185	\$ 19,986,306	\$ 24,999,095
45 Minimum Working Capital Reserve Target	4,262,342	5,350,452	5,940,070	6,287,791	6,651,069	7,030,697	7,427,506	7,842,361	8,276,167	8,729,872	9,204,465
46 Excess/(Deficiency) Of Working Capital To Target	\$ 11,661,526	\$ (905,952)	\$ -	\$ 2,275,291	\$ 5,410,678	\$ 9,569,889	\$ 7,735,683	\$ 7,322,507	\$ 8,472,017	\$ 11,256,434	\$ 15,794,630

The results of the financial planning model provided by Stantec showed that the City's approved plan of annual water, sewer, and reuse rate indexing adjustments in-line with the estimated annual change in the U.S. CPI Water and Sewerage Maintenance Series are not adequate to meet the Utility's projected cost requirements and the planned investment in the wastewater treatment facility, nor be able to service its projected annual debt service requirements. In FY23, Stantec completed a Revenue Sufficiency Analysis (RSA) and in that analysis they recommended the City adopt a resolution to provide for annual rate indexing adjustments, equal to the annual change in the U.S. CPI – Water and Sewerage Maintenance Series for the water and reuse system and sewer adjustments of 20.00% beginning in 2024 and continuing through FY 2027 before resuming the City's approved annual CPI indexing plan. This was executed with hopes that the City wouldn't need the 20% rate increase for that long, but the financial planning model showed that the City needs to keep the approved plan of adjustments until 2027.

To ensure adequacy of the projected revenues, expenditures and the plan of the annual rate increases, the City will conduct an RSA annually. Doing so will allow for the incorporation of updated revenue and expense information (including capital improvements) as well as changes in economic conditions, growth, regulatory requirements, and other factors so that any necessary adjustments can be made to the financial management plan.

Projection of Cash Inflows

Schedule 3

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034
Rate Revenue Growth Assumptions											
Water											
1 % Change in Base Revenue	N/A	20.34%	9.43%	4.60%	4.40%	4.21%	4.04%	3.89%	3.74%	3.61%	3.48%
2 % Change in Usage Revenue	N/A	13.36%	6.06%	4.08%	3.88%	3.69%	3.52%	3.37%	3.22%	3.09%	2.96%
Sewer											
3 % Change in Base Revenue	N/A	23.42%	10.78%	5.35%	5.06%	4.83%	4.61%	4.41%	4.22%	4.05%	3.89%
4 % Change in Usage Revenue	N/A	15.43%	6.73%	4.82%	4.55%	4.31%	4.09%	3.89%	3.70%	3.53%	3.37%
Reuse											
5 % Change in Base Revenue	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
6 % Change in Usage Revenue	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Assumed Rate Revenue Increases											
7 Assumed Water Rate Increase	N/A	5.30%	5.00%	4.75%	4.50%	4.25%	4.00%	4.00%	4.00%	4.00%	4.00%
8 Assumed Sewer Rate Increase	N/A	20.00%	20.00%	20.00%	4.50%	4.25%	4.00%	4.00%	4.00%	4.00%	4.00%
9 Assumed Reuse Rate Increase	N/A	5.30%	5.00%	4.75%	4.50%	4.25%	4.00%	4.00%	4.00%	4.00%	4.00%
Water Rate Revenue											
10 Base Rate Revenue	\$ 1,448,848	\$ 1,833,135	\$ 2,105,632	\$ 2,303,587	\$ 2,509,637	\$ 2,723,345	\$ 2,943,680	\$ 3,177,355	\$ 3,425,098	\$ 3,687,647	\$ 3,965,796
11 Usage Rate Revenue	2,677,797	3,193,607	3,555,686	3,871,169	4,197,021	4,532,281	4,875,118	5,236,455	5,617,181	6,018,188	6,440,429
12 Total Water Rate Revenue	\$ 4,126,644	\$ 5,026,742	\$ 5,661,318	\$ 6,174,756	\$ 6,706,658	\$ 7,255,626	\$ 7,818,798	\$ 8,413,810	\$ 9,042,279	\$ 9,705,833	\$ 10,406,226
Sewer Rate Revenue											
13 Base Rate Revenue	\$ 2,358,939	\$ 3,467,229	\$ 4,634,097	\$ 5,846,204	\$ 6,407,584	\$ 6,991,910	\$ 7,596,353	\$ 8,238,234	\$ 8,919,543	\$ 9,642,439	\$ 10,409,143
14 Usage Rate Revenue	4,551,795	6,290,702	8,082,469	10,122,369	11,040,933	11,989,491	12,962,778	13,969,772	15,073,007	16,215,146	17,418,964
15 Total Sewer Rate Revenue	\$ 6,910,735	\$ 9,757,931	\$ 12,696,566	\$ 15,968,574	\$ 17,448,516	\$ 18,981,390	\$ 20,559,132	\$ 22,227,995	\$ 23,992,551	\$ 25,857,584	\$ 27,828,107
Reuse Rate Revenue											
16 Base Rate Revenue	\$ 152,242	\$ 160,311	\$ 168,326	\$ 176,322	\$ 184,256	\$ 192,087	\$ 199,771	\$ 207,761	\$ 216,072	\$ 224,715	\$ 233,703
17 Total Reuse Rate Revenue	\$ 152,242	\$ 160,311	\$ 168,326	\$ 176,322	\$ 184,256	\$ 192,087	\$ 199,771	\$ 207,761	\$ 216,072	\$ 224,715	\$ 233,703
Other Operating Revenue											
18 Water-Meter Installations	\$ 182,607	\$ 162,607	\$ 182,607	\$ 182,607	\$ 182,607	\$ 182,607	\$ 182,607	\$ 182,607	\$ 182,607	\$ 182,607	\$ 182,607
19 Water-Other (On/Off Fees)	30,000	36,103	39,508	41,326	43,144	44,962	46,780	48,598	50,416	52,235	54,053
20 Water Income-Other	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
21 Sewer Other Misc	12,000	14,811	16,407	17,285	18,163	19,041	19,919	20,796	21,674	22,552	23,430
22 Land Lease-Turtle Mount (Tower)	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
23 Tss/Cod Wastewater Fees	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
24 Total Other Operating Revenue	\$ 1,049,607	\$ 1,050,521	\$ 1,063,522	\$ 1,066,210	\$ 1,068,914	\$ 1,071,610	\$ 1,074,306	\$ 1,077,002	\$ 1,079,698	\$ 1,082,394	\$ 1,085,090
Interest Income											
25 Total Interest Income	\$ 412,337	\$ 529,712	\$ 242,124	\$ 72,516	\$ 103,124	\$ 143,312	\$ 168,819	\$ 161,640	\$ 169,666	\$ 183,672	\$ 224,927
26 Total Cash Inflows	\$ 12,661,566	\$ 16,560,217	\$ 19,831,796	\$ 23,450,306	\$ 26,611,469	\$ 27,644,026	\$ 29,010,828	\$ 32,070,209	\$ 34,490,166	\$ 37,054,198	\$ 39,778,063
System Development Charge (SDC)											
27 Water System Development Charge (SDC)	\$ 3,019,600	\$ 4,753,444	\$ 2,651,343	\$ 1,416,000	\$ 1,416,000	\$ 1,416,000	\$ 1,416,000	\$ 1,416,000	\$ 1,416,000	\$ 1,416,000	\$ 1,416,000
28 Sewer System Development Charge (SDC)	\$ 5,979,400	\$ 7,919,770	\$ 4,496,581	\$ 2,473,500	\$ 2,473,500	\$ 2,473,500	\$ 2,473,500	\$ 2,473,500	\$ 2,473,500	\$ 2,473,500	\$ 2,473,500
29 Total System Development Charge (SDC)	\$ 8,999,000	\$ 12,673,214	\$ 7,147,924	\$ 3,889,500	\$ 3,889,500	\$ 3,889,500	\$ 3,889,500	\$ 3,889,500	\$ 3,889,500	\$ 3,889,500	\$ 3,889,500

Projection of Cash Outflows

Schedule 4

Expense Line Item	Acco:	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034
<u>Total Expenses by Category</u>												
1 Personnel Services		\$ 3,810,400	\$ 4,171,803	\$ 4,510,071	\$ 4,780,412	\$ 5,066,919	\$ 5,370,561	\$ 5,692,366	\$ 6,033,420	\$ 6,394,879	\$ 6,777,965	\$ 7,183,973
2 Variable Operations & Maintenance		612,800	1,699,800	2,097,130	2,232,019	2,372,219	2,517,949	2,669,435	2,826,910	2,990,612	3,160,788	3,337,691
3 Fixed Operations & Maintenance		4,292,004	5,038,890	5,498,442	5,802,172	6,116,346	6,441,413	6,777,830	7,126,064	7,486,588	7,859,889	8,246,465
4 Total Expenses		\$ 8,715,204	\$ 10,909,493	\$ 12,105,643	\$ 12,814,603	\$ 13,556,483	\$ 14,329,923	\$ 15,139,631	\$ 15,966,394	\$ 16,872,079	\$ 17,796,641	\$ 18,768,129
<u>Expense Execution Factors</u>												
5 Personnel Services		95%	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%
6 Variable Operations & Maintenance		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
7 Fixed Operations & Maintenance		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
<u>Total Expenses at Execution</u>												
8 Personnel Services		\$ 3,619,880	\$ 3,963,213	\$ 4,284,568	\$ 4,541,391	\$ 4,813,573	\$ 5,102,033	\$ 5,407,747	\$ 5,731,749	\$ 6,075,135	\$ 6,439,067	\$ 6,824,774
9 Variable Operations & Maintenance		612,800	1,699,800	2,097,130	2,232,019	2,372,219	2,517,949	2,669,435	2,826,910	2,990,612	3,160,788	3,337,691
10 Fixed Operations & Maintenance		4,292,004	5,038,890	5,498,442	5,802,172	6,116,346	6,441,413	6,777,830	7,126,064	7,486,588	7,859,889	8,246,465
11 Total Expenses at Execution		\$ 8,524,684	\$ 10,700,903	\$ 11,880,139	\$ 12,575,582	\$ 13,302,137	\$ 14,061,396	\$ 14,856,013	\$ 15,684,723	\$ 16,562,335	\$ 17,469,743	\$ 18,408,930
<u>Transfers Out</u>												
12 Vac Truck Lease		\$ 84,599	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13 Backhoe Loader (Water Dept)		21,598	21,598	21,598	-	-	-	-	-	-	-	-
14 Sumter County School Board		170,000	170,000	170,000	170,000	170,000	170,000	-	-	-	-	-
15 Vac Truck Lease 2024		114,090	114,090	114,090	114,091	74,281	-	-	-	-	-	-
16 Total Transfers Out		\$ 390,297	\$ 305,698	\$ 305,698	\$ 284,091	\$ 244,281	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Debt Service</u>												
17 SRF Loan #3 - 2009 - Principal		\$ 347,936	\$ 355,210	\$ 362,637	\$ 370,219	\$ 388,002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18 SRF Loan #3 - 2009 - Interest		31,979	24,705	17,278	9,696	1,955	-	-	-	-	-	-
19 BB&T Continental Country Club - Principal		110,531	113,379	116,300	119,296	122,370	125,523	128,757	132,074	-	-	-
20 BB&T Continental Country Club - Interest		24,084	21,236	18,315	15,319	12,245	9,092	5,858	2,541	-	-	-
21 CR209 Design Loan - Principal		4,464	4,538	4,614	4,691	4,769	4,849	4,930	5,012	5,095	5,180	5,266
22 CR209 Design Loan - Interest		1,002	928	852	775	697	617	536	454	371	286	200
23 SRF Loan - CR209 Construction Loan - 2016 - Principal		69,809	69,830	69,851	69,872	69,893	69,914	69,935	69,956	69,977	69,998	70,019
24 SRF Loan - CR209 Construction Loan - 2016 - Interest		310	289	268	247	226	205	184	163	142	121	100
25 SRF Loan - Oxford WTP - Principal		222,962	224,928	226,912	228,913	230,932	232,968	235,023	237,096	239,187	241,296	243,424
26 SRF Loan - Oxford WTP - Interest		33,068	31,102	29,118	27,117	25,098	23,061	21,007	18,934	16,843	14,733	12,605
27 New SRF Debt Service		-	-	1,122,837	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675	2,245,675
28 New Senior-Lien Debt (Utility Revenue Bond)		-	-	1,231,812	3,179,586	3,180,448	3,179,383	3,180,347	3,179,180	3,233,240	3,234,762	3,234,762
29 Future Senior Debt (Utility Revenue Bond)		-	-	1,501,835	1,953,930	1,953,930	1,953,930	1,953,930	1,953,930	1,953,930	1,953,930	1,953,930
30 Total Debt Service		\$ 846,144	\$ 846,144	\$ 4,702,628	\$ 6,226,335	\$ 6,036,240	\$ 7,845,217	\$ 7,846,181	\$ 7,845,014	\$ 7,764,459	\$ 7,765,981	\$ 7,765,981
<u>Cash-Funded Capital</u>												
31 Projects Designated To Be Funded with Cash		\$ -	\$ 16,896,380	\$ 1,212,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32 Excess Fund Balances Used for Cash Funding		1,299,009	-	1,363,620	1,208,274	1,750,396	2,214,962	9,733,223	9,733,223	9,733,223	9,733,223	9,733,223
33 Total Cash-Funded Capital		\$ 1,299,009	\$ 16,896,380	\$ 2,576,188	\$ 1,208,274	\$ 1,750,396	\$ 2,214,962	\$ 9,733,223	\$ 9,733,223	\$ 9,733,223	\$ 9,733,223	\$ 9,733,223
34 Total Cash Outflows		\$ 11,060,123	\$ 28,749,115	\$ 19,464,644	\$ 22,293,282	\$ 23,333,064	\$ 24,291,574	\$ 32,434,417	\$ 33,262,960	\$ 34,050,017	\$ 34,956,947	\$ 35,908,133

Personnel Changes

The City is vitally dependent upon its workforce to accomplish the goals established by elected officials. To ensure this happens, the City is proud to hire extremely qualified individuals to fill vacant positions. Indeed, one of the pillars of the City's Strategic Plan is Employee Recruitment and Retainment. Therefore, the City identifies priorities to support that to include within the annual budget. In preparation of the prior year's budget the City had conducted a classification and compensation study to assess the City's competitiveness within the market. The City implemented the recommendations of the study, which included an annual cost of living adjustment (COLA) to employee wages in addition to merit increases. Based on the CPI, a 3.4% COLA was built into the budget for FY25. Another initiative outlined in the Strategic Plan for employee recruitment and retainment was exploring options for less costly coverage for family members on the City's health insurance plan. The City is happy to be able to offer lower prices for employees to cover their family members in FY25, all without an increase in cost to the City.

In addition to the above-mentioned impacts on personnel expenditures, the FY 25 budget incorporates seventeen (17) new full-time positions within the City organization. These positions will provide improved services to residents and/or improve coverage in highly regulated areas.

In the General Fund, the Development Services Department will be adding a Code Compliance Specialist, the Police Department will be adding six (6) new police officer positions to staff a new patrol zone, and the Parks and Recreation Department will be adding two (2) maintenance crew members, an athletic supervisor position, and a recreation specialist. The Utility Revenue Fund is adding six (6) positions in FY 25. The Water Department will be adding a Maintenance Crew Leader and a Tech Assistant. The Wastewater Division will be adding two (2) Wastewater Operators, one (1) Maintenance Mechanic, and a Compliance Coordinator.

POSITION SUMMARY SCHEDULE					Reason for Change
Department/Division	2022-23	2023-24	2024-25	Net	
GENERAL FUND					
Legislative	5.00	5.00	5.00	0.00	No change
Executive	5.00	5.50	5.50	0.00	No change
Finance	5.00	7.00	7.00	0.00	No change
Development Services	12.00	13.00	14.00	1.00	(+1) Code Compliance Specialist
Information Technology	3.00	4.00	4.00	0.00	No change
Human Resources	2.00	3.00	3.00	0.00	No change
Police	61.00	70.50	76.50	6.00	(+6) Police Officers
Public Works	25.00	26.00	26.00	0.00	No change
Fleet Services	5.00	5.00	5.00	0.00	No change
					(+2) P&R Maintenance Crew (+1) Athletic Supervisor,
Parks & Recreation (Incl. PT & Seasonal)	16.70	18.20	22.20	4.00	(+1) Recreation Specialist
Community Center	1.00	1.00	1.00	0.00	
GENERAL FUND TOTAL	140.70	158.20	169.20	11.00	
Physical Environment	4.00	4.00	4.00	0.00	
Water	18.00	18.00	20.00	2.00	(+1) Maintenance Crew Leader, (+1) Tech Assistant II
					(+2) Wastewater Operator, (+1) Maintenance Mechanic,
Wastewater	23.00	31.00	35.00	4.00	(+1) Compliance Coordinator
UTILITY FUND TOTAL	45.00	53.00	59.00	6.00	
ALL FUNDS TOTAL	185.70	211.20	228.20	17.00	

FUND SUMMARIES

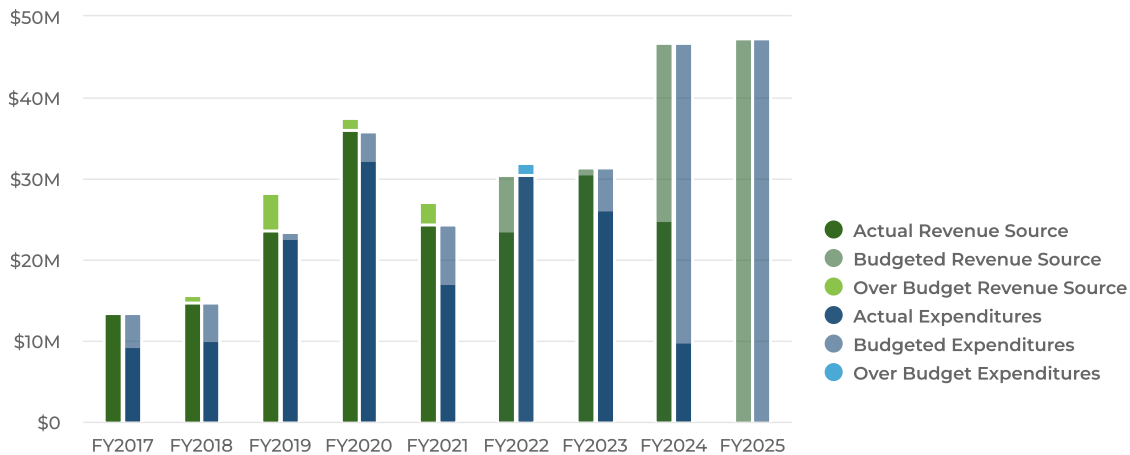


General Fund

The General Fund of a government unit serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund. The major sources of revenue for the General Fund include: ad valorem taxes, franchise taxes, utility taxes, and intergovernmental revenues.

Summary

The City of Wildwood is projecting \$47.37M of revenue in FY2025, which represents a 1.2% increase over the prior year. Budgeted expenditures are projected to increase by 1.2% or \$583.83K to \$47.37M in FY2025.



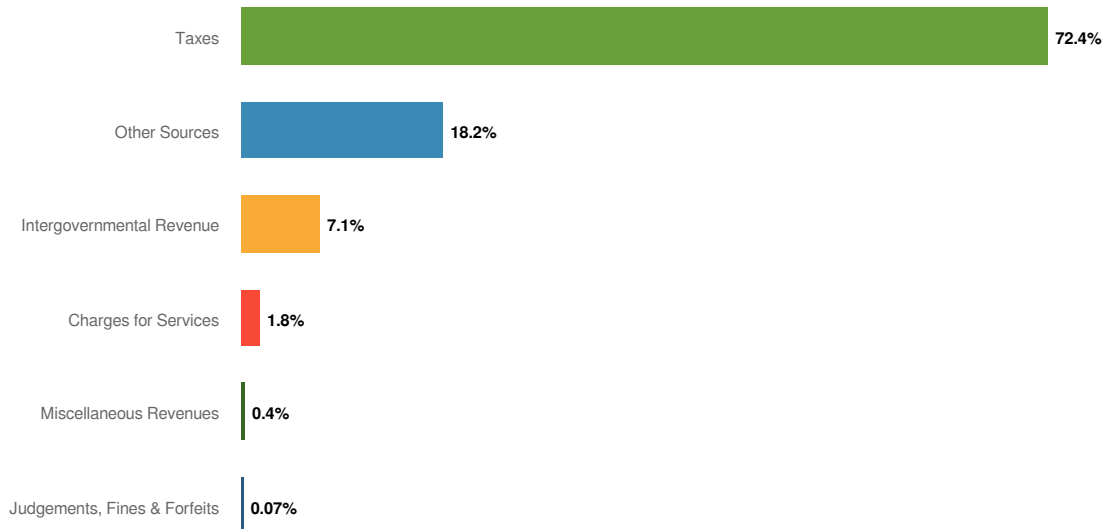
General Fund Comprehensive Summary

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$4,304,450	\$4,354,650	\$2,764,195
Revenues				
Taxes		\$26,143,082	\$31,253,040	\$34,294,340
Intergovernmental Revenue		\$2,943,891	\$2,823,300	\$3,360,370
Charges for Services		\$857,946	\$841,900	\$841,900
Judgements, Fines & Forfeits		\$51,182	\$34,000	\$34,000
Miscellaneous Revenues		\$358,048	\$207,300	\$212,050
Other Sources		\$432,730	\$12,425,300	\$8,625,300
Total Revenues:		\$30,786,879	\$47,584,840	\$47,367,960
Expenditures				
Personnel Services		\$9,553,142	\$14,471,750	\$16,178,202
Operating Expenses		\$4,531,227	\$8,569,869	\$8,810,980
Capital Outlay		\$1,004,237	\$1,984,356	\$722,000

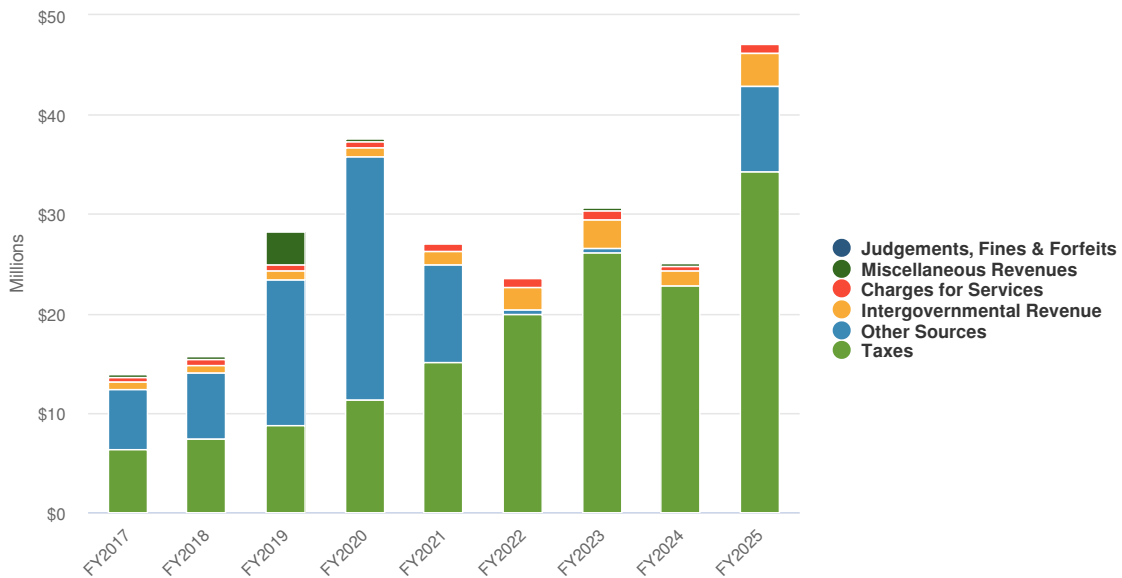
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Debt Service		\$878,947	\$878,980	\$848,650
Transfer Out		\$10,297,729	\$15,915,690	\$14,231,880
Fund Balance		\$0	\$5,764,195	\$6,576,248
Total Expenditures:		\$26,265,282	\$47,584,840	\$47,367,960
Total Revenues Less Expenditures:		\$4,521,597	\$0	\$0
Ending Fund Balance:		\$8,826,047	\$4,354,650	\$2,764,195

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

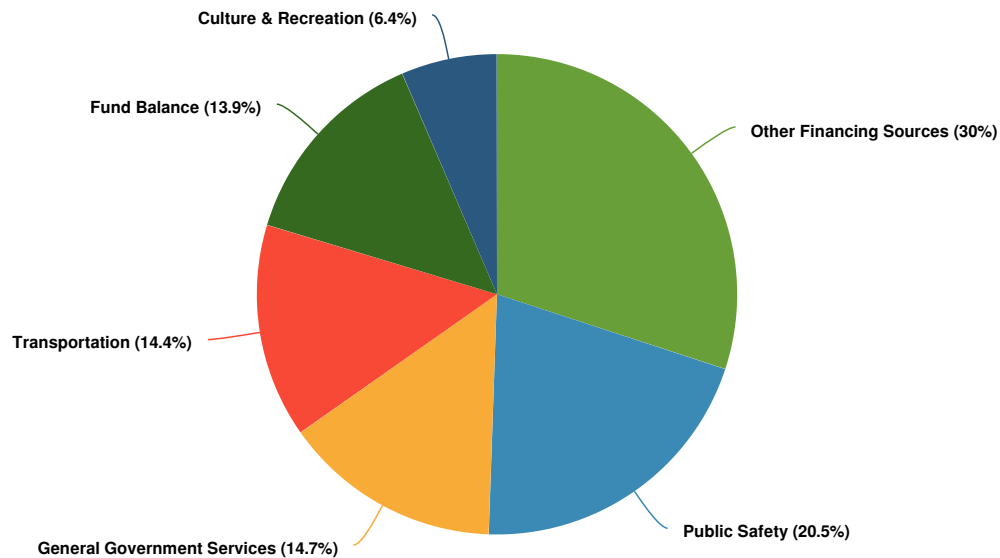


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	3rd Budget Workshop FINAL (General Fund)	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes		\$26,143,082	\$31,253,040	\$34,294,340	\$34,294,340	12.6%

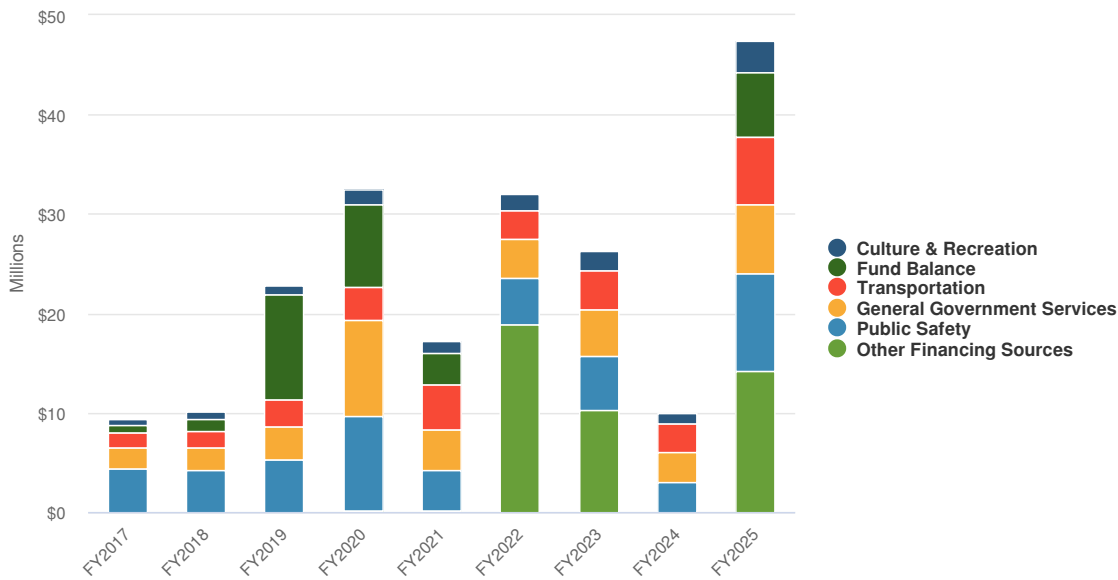
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	3rd Budget Workshop FINAL (General Fund)	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Intergovernmental Revenue		\$2,943,891	\$2,823,300	\$3,360,370	\$3,360,370	19%
Charges for Services		\$857,946	\$841,900	\$841,900	\$841,900	0%
Judgements, Fines & Forfeits		\$51,182	\$34,000	\$34,000	\$34,000	0%
Miscellaneous Revenues		\$358,048	\$207,300	\$212,050	\$212,050	2.3%
Other Sources		\$432,730	\$12,425,300	\$8,625,300	\$8,625,300	-30.6%
Total Revenue Source:		\$30,786,879	\$47,584,840	\$47,367,960	\$47,367,960	1.2%

Expenditures by Function

Budgeted Expenditures by Function



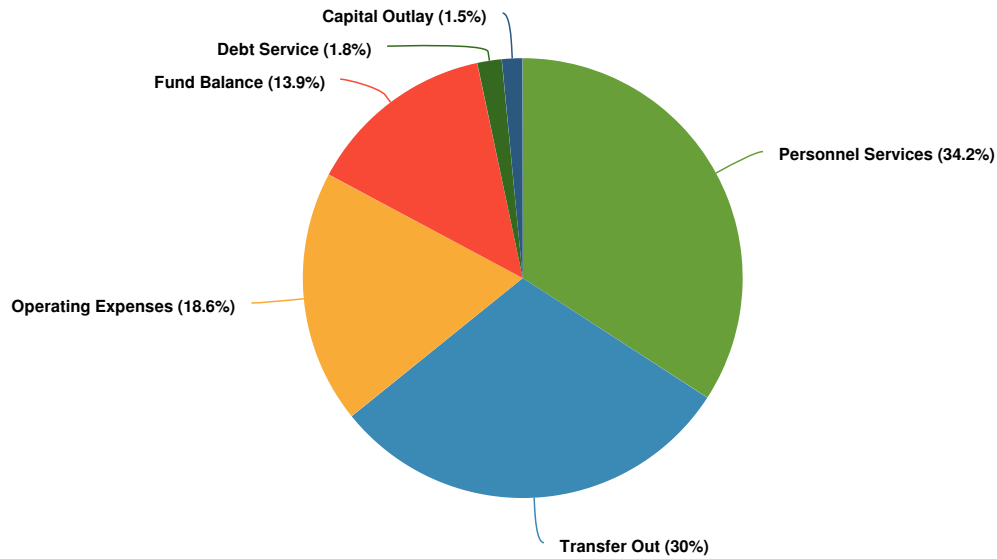
Budgeted and Historical Expenditures by Function



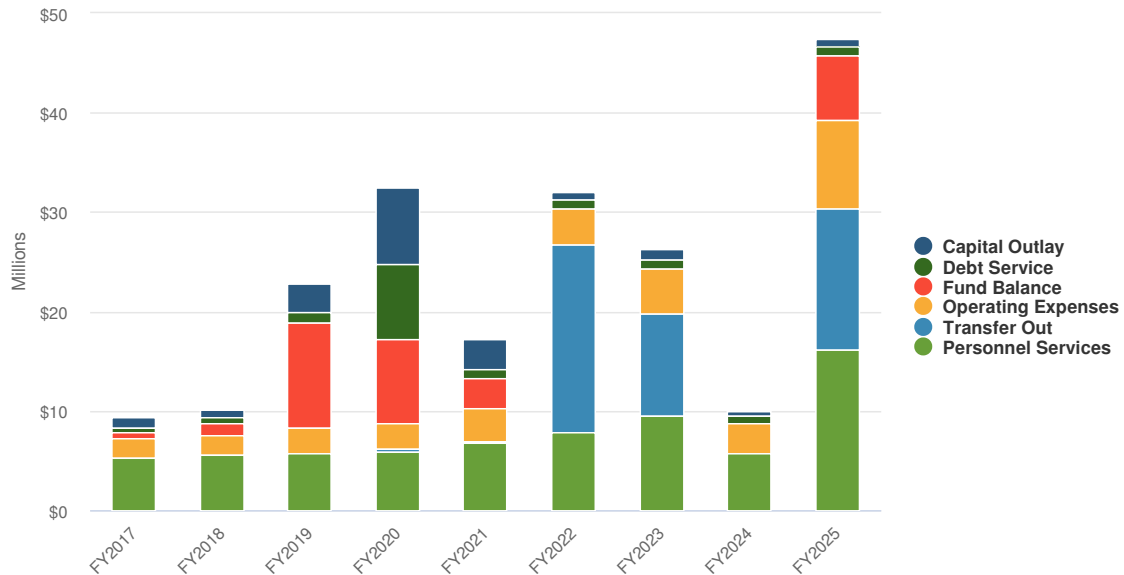
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Expenditures				
General Government Services		\$4,555,424	\$6,914,864	\$6,954,245
Culture & Recreation		\$1,967,972	\$2,988,390	\$3,053,256
Transportation		\$3,960,483	\$7,245,793	\$6,831,071
Public Safety		\$5,483,674	\$8,755,907	\$9,721,260
Other Financing Sources		\$10,297,729	\$15,915,690	\$14,231,880
Fund Balance		\$0	\$5,764,195	\$6,576,248
Total Expenditures:		\$26,265,282	\$47,584,840	\$47,367,960

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



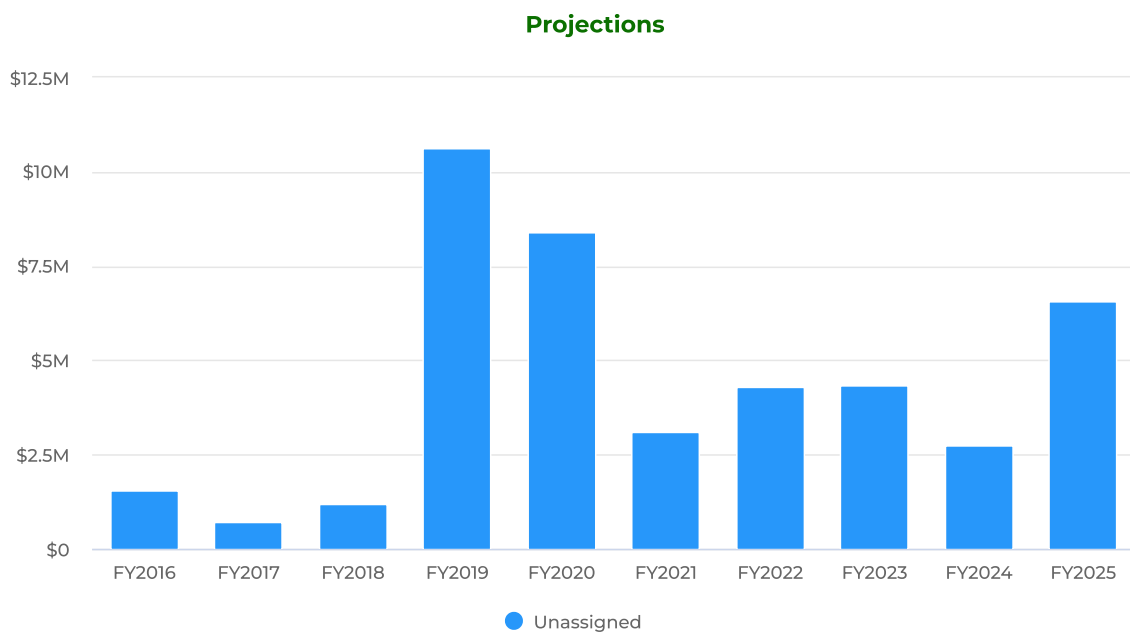
Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Personnel Services		\$9,553,142	\$14,471,750	\$16,178,202	12.6%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Operating Expenses		\$4,531,227	\$8,569,869	\$8,810,980	13.8%
Capital Outlay		\$1,004,237	\$1,984,356	\$722,000	-60.2%
Debt Service		\$878,947	\$878,980	\$848,650	-3.5%
Transfer Out		\$10,297,729	\$15,915,690	\$14,231,880	-10.6%
Fund Balance		\$0	\$5,764,195	\$6,576,248	8.5%
Total Expense Objects:		\$26,265,282	\$47,584,840	\$47,367,960	1.2%

Fund Balance



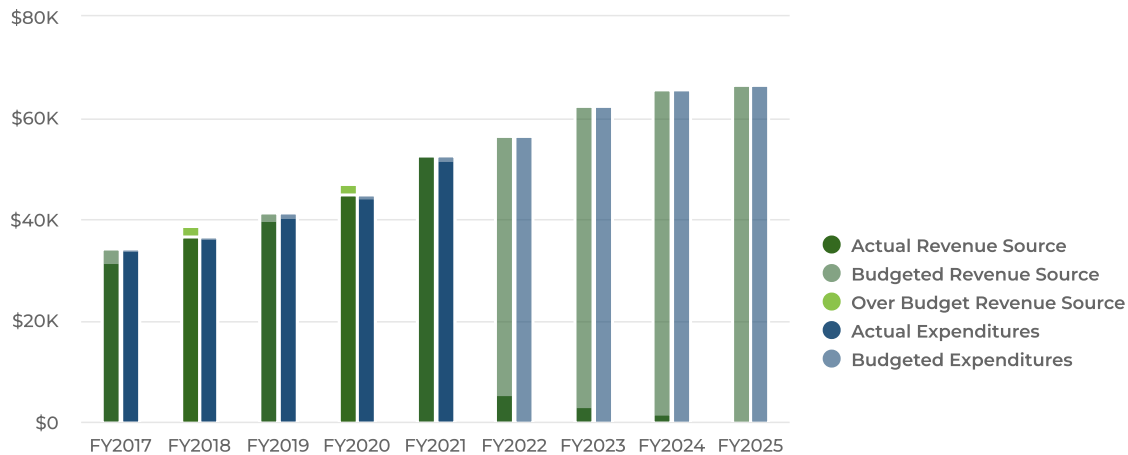


Greenwood Cemetery Fund

The Greenwood Cemetery was established on January 14, 1897. The City Clerk's department is responsible for purchases and record keeping of the Greenwood Cemetery. A large portion of the revenues are derived from lot sales, along with the annual dues. The annual dues are collected and utilized to help maintain the cemetery.

Summary

The City of Wildwood is projecting \$66.8K of revenue in FY2025, which represents a 1.4% increase over the prior year. Budgeted expenditures are projected to increase by 1.4% or \$930 to \$66.8K in FY2025.

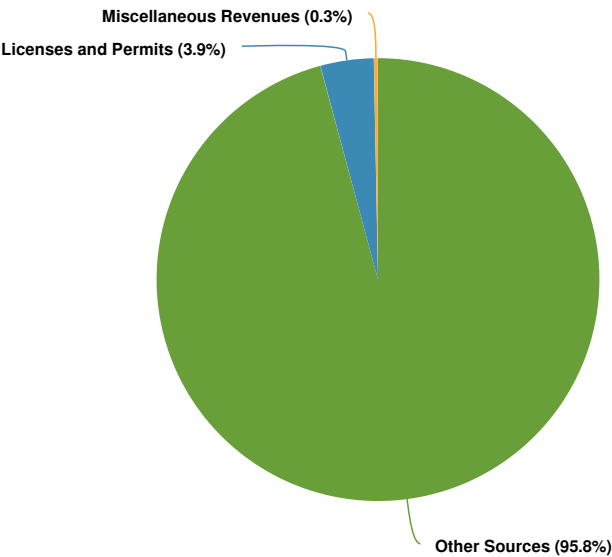


Greenwood Cemetery Fund Comprehensive Summary

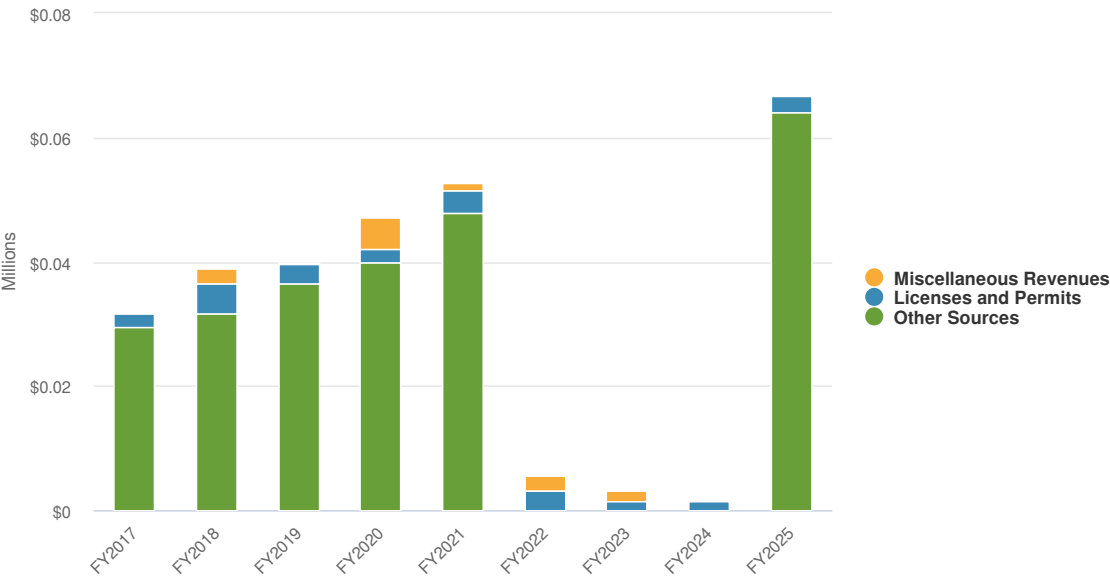
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$55,700	\$53,150	\$64,870
Revenues				
Miscellaneous Revenues		\$1,771	\$300	\$200
Licenses and Permits		\$1,460	\$2,600	\$2,600
Other Sources		\$0	\$62,970	\$64,000
Total Revenues:		\$3,231	\$65,870	\$66,800
Expenditures				
Operating Expenses		\$0	\$1,000	\$800
Fund Balance		\$0	\$64,870	\$66,000
Total Expenditures:		\$0	\$65,870	\$66,800
Total Revenues Less Expenditures:		\$3,231	\$0	\$0
Ending Fund Balance:		\$58,931	\$53,150	\$64,870

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

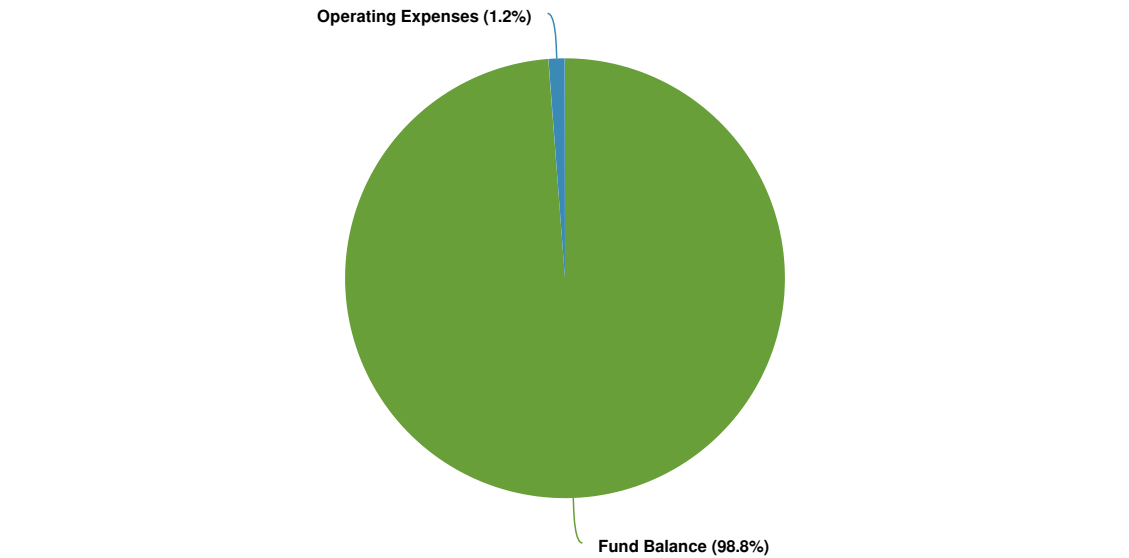


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Miscellaneous Revenues		\$1,771	\$300	\$200	-33.3%
Licenses and Permits		\$1,460	\$2,600	\$2,600	0%
Other Sources		\$0	\$62,970	\$64,000	1.6%

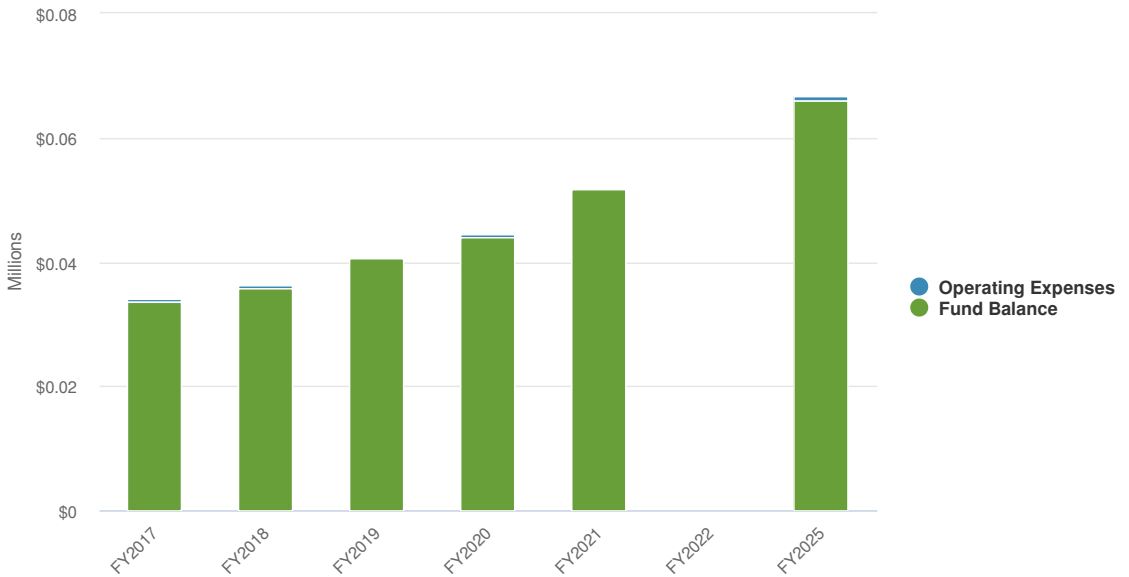
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Total Revenue Source:		\$3,231	\$65,870	\$66,800	1.4%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses		\$0	\$1,000	\$800	-20%
Fund Balance		\$0	\$64,870	\$66,000	1.7%
Total Expense Objects:		\$0	\$65,870	\$66,800	1.4%

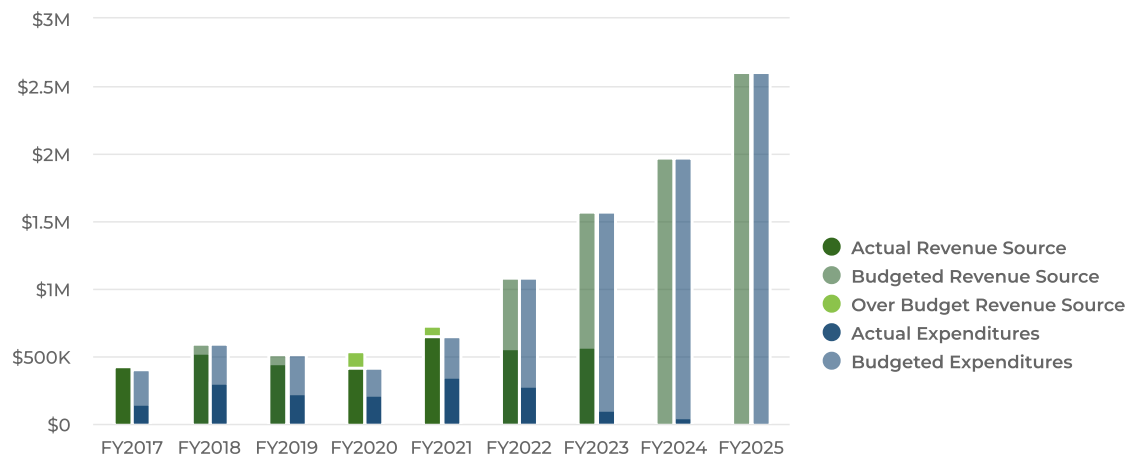


Community Redevelopment Area Fund

The Community Redevelopment Area (CRA) Fund encompasses two Districts within the corporate limits of Wildwood. The original CRA was approved in 1997 while the second one was approved in 2006. Revenues generated by the CRA districts are restricted to those outlined in the Community Redevelopment Plan and must be located within the boundaries of the CRA. The Wildwood City Commission operates as the Community Redevelopment Agency and approves the budget and expenditures of the CRA.

Summary

The City of Wildwood is projecting \$2.61M of revenue in FY2025, which represents a 31.6% increase over the prior year. Budgeted expenditures are projected to increase by 31.6% or \$625.52K to \$2.61M in FY2025.



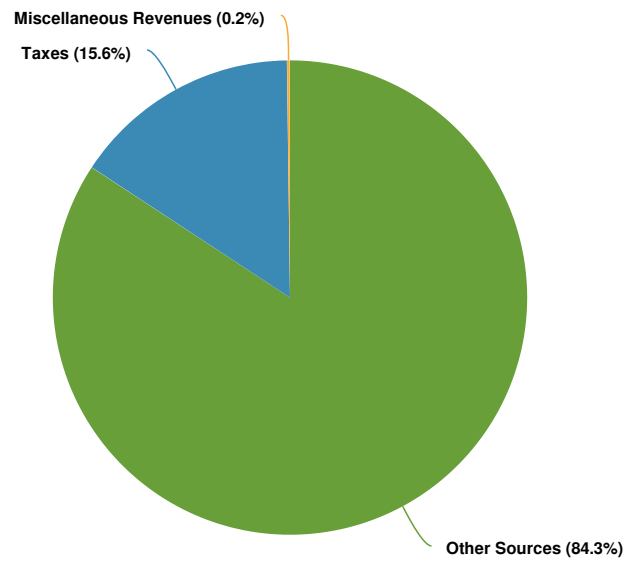
Community Redevelopment Area Fund Comprehensive Summary

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$659,295	\$1,229,555	\$1,492,530
Revenues				
Taxes		\$367,422	\$368,670	\$405,500
Miscellaneous Revenues		\$11,802	\$0	\$5,000
Other Sources		\$197,729	\$1,612,190	\$2,195,880
Total Revenues:		\$576,953	\$1,980,860	\$2,606,380
Expenditures				
Personnel Services		\$64,623	\$100,880	\$108,950
Operating Expenses		\$200	\$42,450	\$2,450

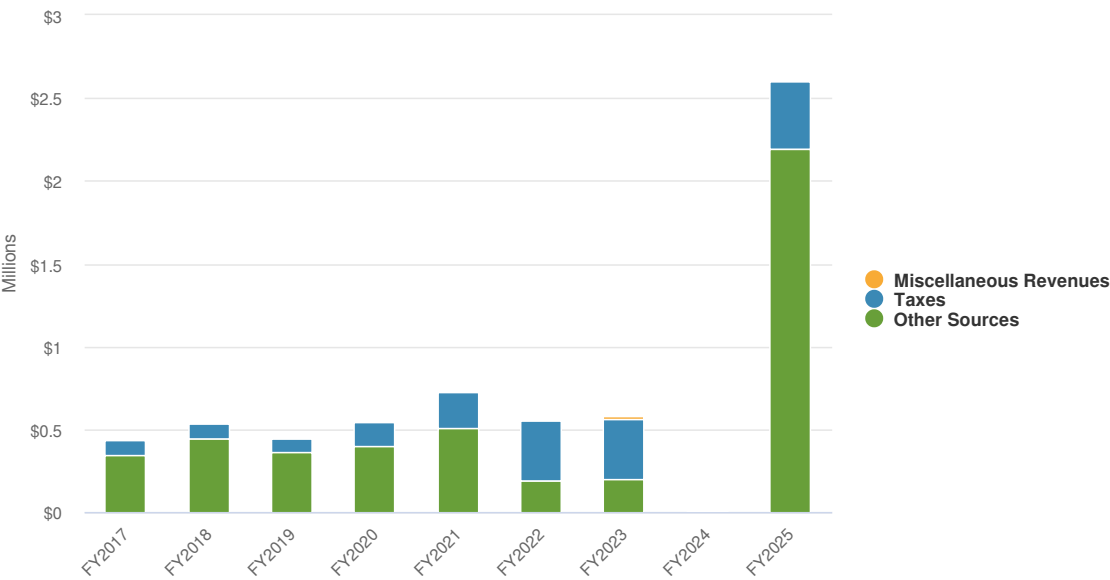
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Capital Outlay		\$50,496	\$353,679	\$565,000
Fund Balance		\$0	\$1,483,851	\$1,929,980
Total Expenditures:		\$115,319	\$1,980,860	\$2,606,380
Total Revenues Less Expenditures:		\$461,634	\$0	\$0
Ending Fund Balance:		\$1,120,929	\$1,229,555	\$1,492,530

Revenues by Source

Projected 2025 Revenues by Source



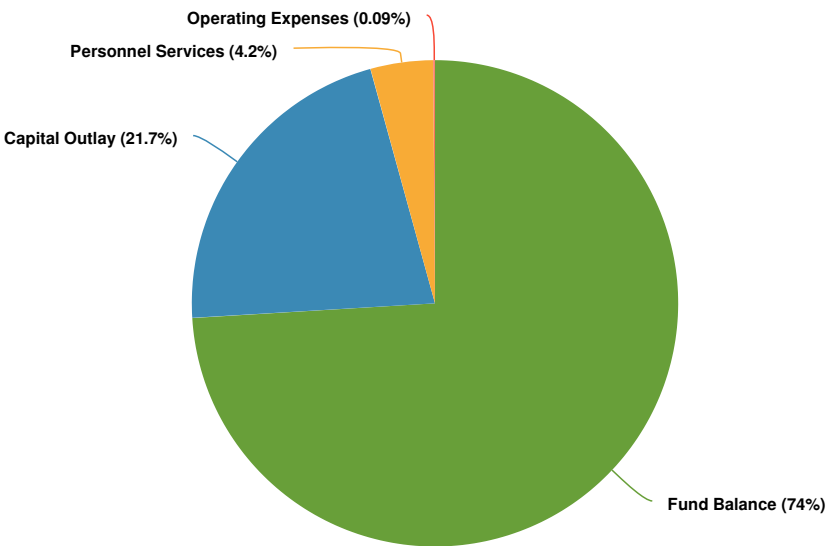
Budgeted and Historical 2025 Revenues by Source



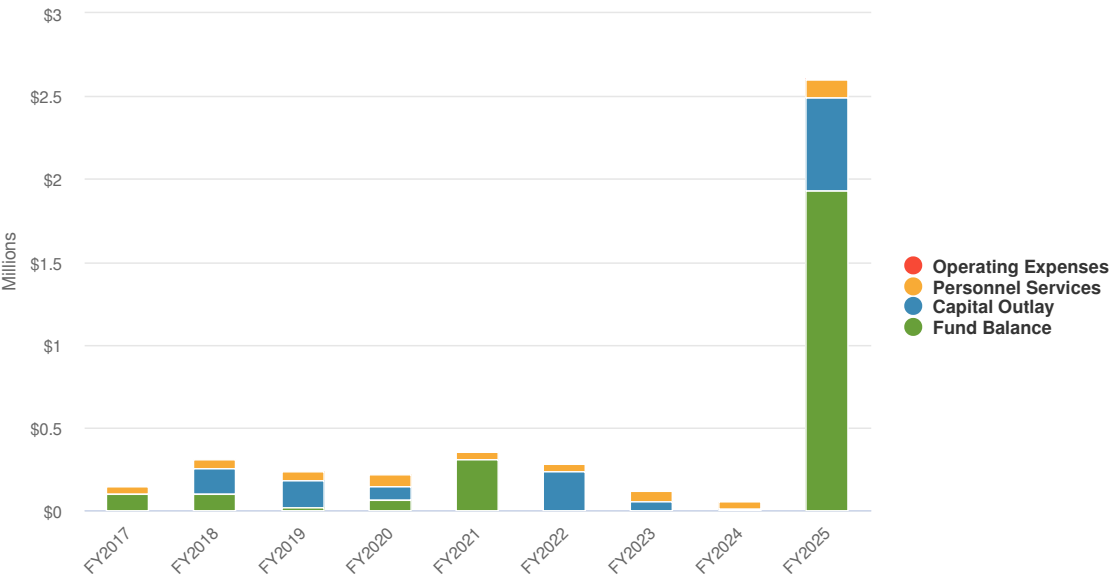
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Taxes		\$367,422	\$368,670	\$405,500	10%
Miscellaneous Revenues		\$11,802	\$0	\$5,000	N/A
Other Sources		\$197,729	\$1,612,190	\$2,195,880	36.2%
Total Revenue Source:		\$576,953	\$1,980,860	\$2,606,380	31.6%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Personnel Services		\$64,623	\$100,880	\$108,950	8%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Operating Expenses		\$200	\$42,450	\$2,450	-94.2%
Capital Outlay		\$50,496	\$353,679	\$565,000	63.8%
Fund Balance		\$0	\$1,483,851	\$1,929,980	29.3%
Total Expense Objects:		\$115,319	\$1,980,860	\$2,606,380	31.6%

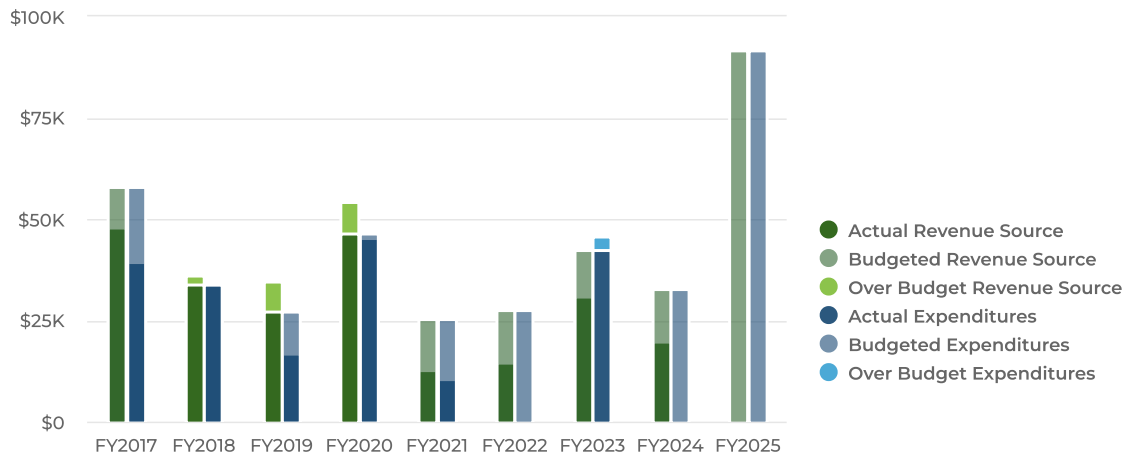


Baker House Fund

The Baker House Fund was established to track revenues generated from donations dedicated to restoring and maintaining Wildwood's historic rental building, the Baker House. The home was built by Senator David H. Baker around 1886, and was donated to the City of Wildwood in 2012 by the Baker family. Many visitors come and tour the home to see the unique and original craftsmanship the home offers.

Summary

The City of Wildwood is projecting \$91.9K of revenue in FY2025, which represents a 177.6% increase over the prior year. Budgeted expenditures are projected to increase by 177.6% or \$58.8K to \$91.9K in FY2025.

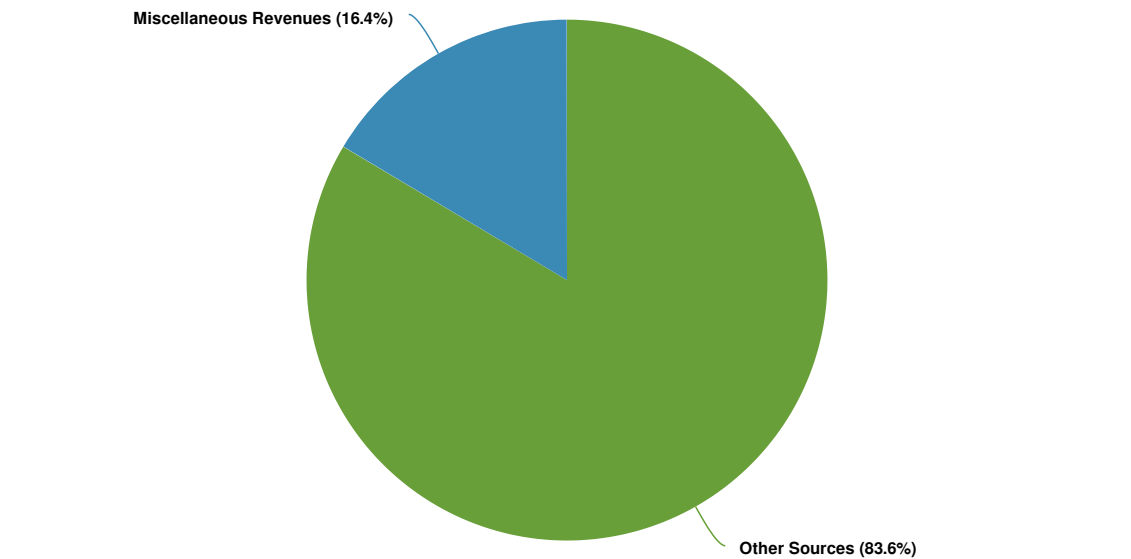


Baker House Fund Comprehensive Summary

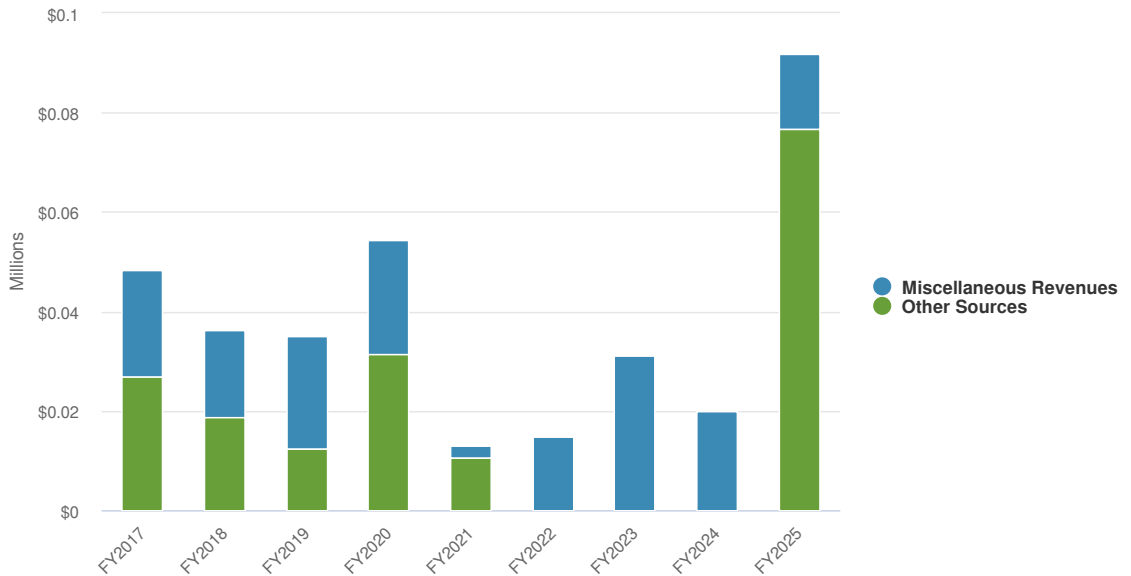
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$12,600	\$12,500	\$33,100
Revenues				
Miscellaneous Revenues		\$31,033	\$15,100	\$15,100
Other Sources		\$0	\$18,000	\$76,800
Total Revenues:		\$31,033	\$33,100	\$91,900
Expenditures				
Operating Expenses		\$45,844	\$0	\$900
Fund Balance		\$0	\$33,100	\$91,000
Total Expenditures:		\$45,844	\$33,100	\$91,900
Total Revenues Less Expenditures:		-\$14,811	\$0	\$0
Ending Fund Balance:		-\$2,211	\$12,500	\$33,100

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Miscellaneous Revenues		\$31,033	\$15,100	\$15,100	0%
Other Sources		\$0	\$18,000	\$76,800	326.7%
Total Revenue Source:		\$31,033	\$33,100	\$91,900	177.6%

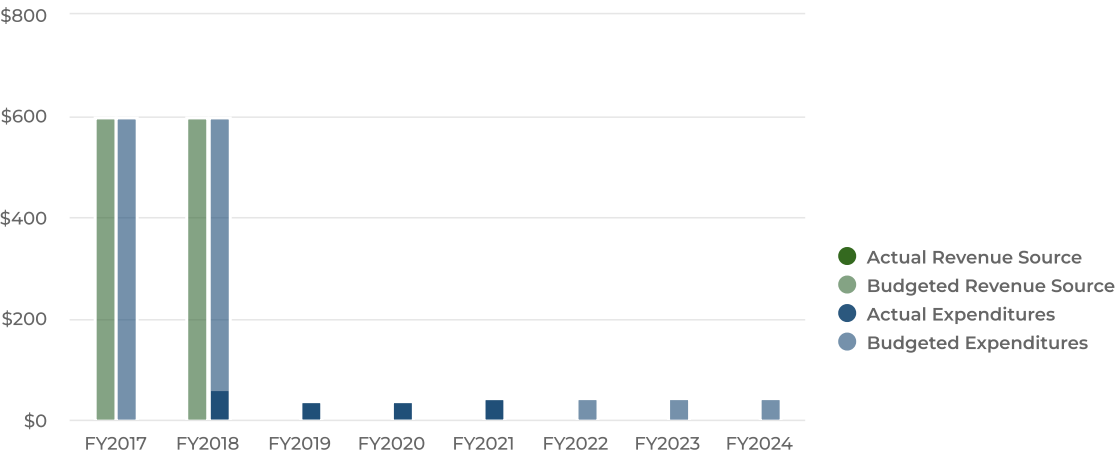


Wildwood Historical Association Fund

The Wildwood Historical Association Fund was established to track revenues generated from donations dedicated to historical purposes. The Historical Society has since dissolved, so little to none activity is seen in this particular fund which can be seen in the data below.

Summary

The City of Wildwood is projecting \$0 of revenue in FY2025, which represents a 0% increase over the prior year. Budgeted expenditures are projected to decrease by 100% or \$45 to \$0 in FY2025.



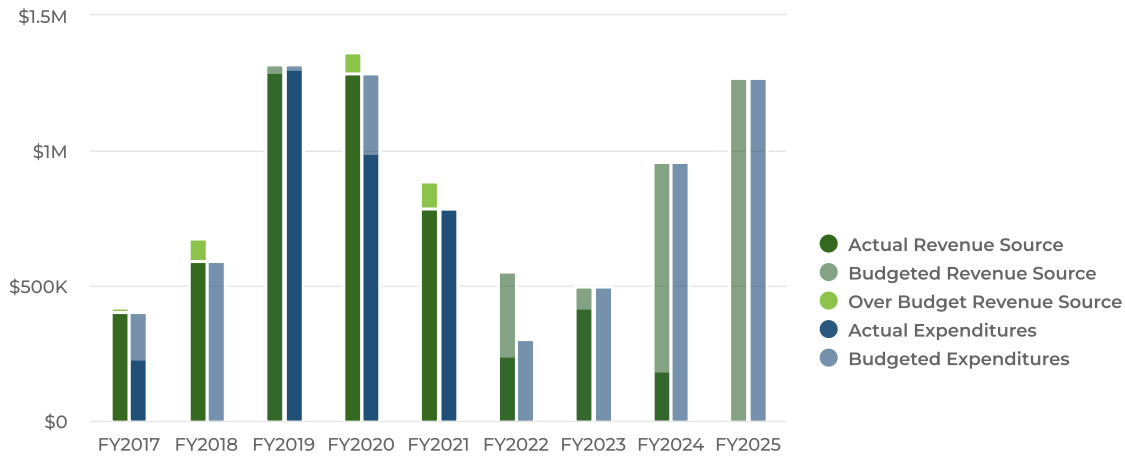


Parks and Recreation Impact Fee Fund

The City is charged with providing recreation services within its municipal boundaries. Recreation services are a necessary and proper function of the City. For the purpose of helping to pay for a portion of the costs of new or expanded recreation facilities and equipment, impact fees are imposed on new development within the City.

Summary

The City of Wildwood is projecting \$1.27M of revenue in FY2025, which represents a 32.5% increase over the prior year. Budgeted expenditures are projected to increase by 32.5% or \$312.34K to \$1.27M in FY2025.

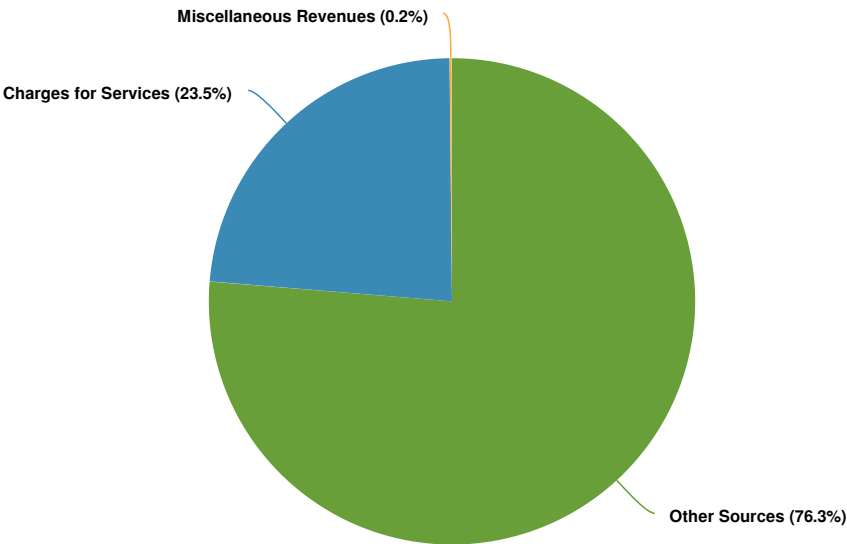


Parks and Recreation Impact Fee Fund Comprehensive Summary

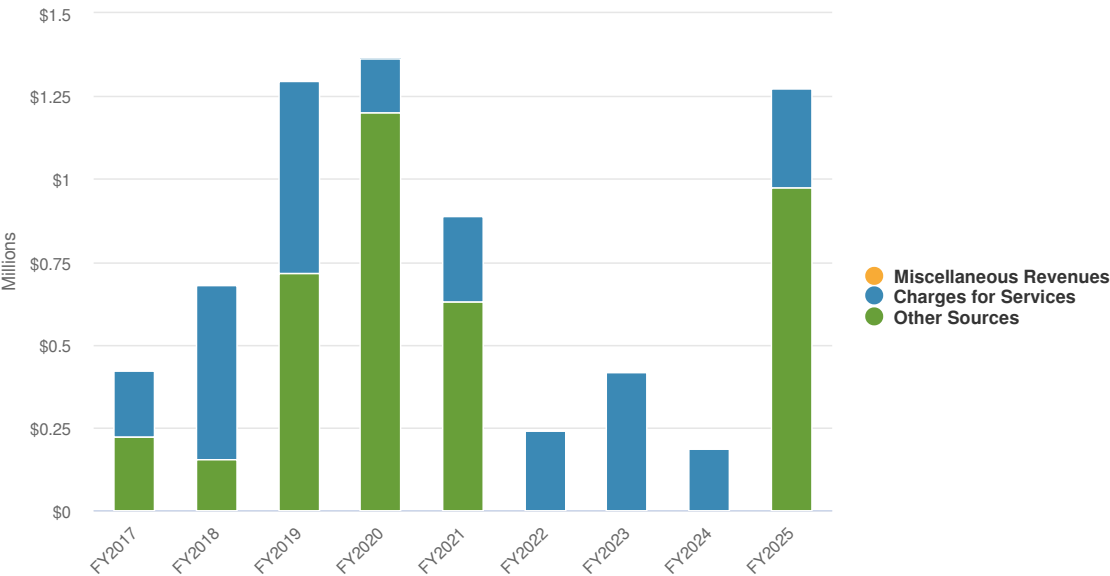
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$305,000	\$500,000	\$962,160
Revenues				
Charges for Services		\$416,261	\$225,000	\$300,000
Miscellaneous Revenues		\$6,204	\$1,000	\$2,000
Other Sources		\$0	\$736,160	\$972,500
Total Revenues:		\$422,465	\$962,160	\$1,274,500
Expenditures				
Fund Balance		\$0	\$962,160	\$1,274,500
Total Expenditures:		\$0	\$962,160	\$1,274,500
Total Revenues Less Expenditures:		\$422,465	\$0	\$0
Ending Fund Balance:		\$727,465	\$500,000	\$962,160

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

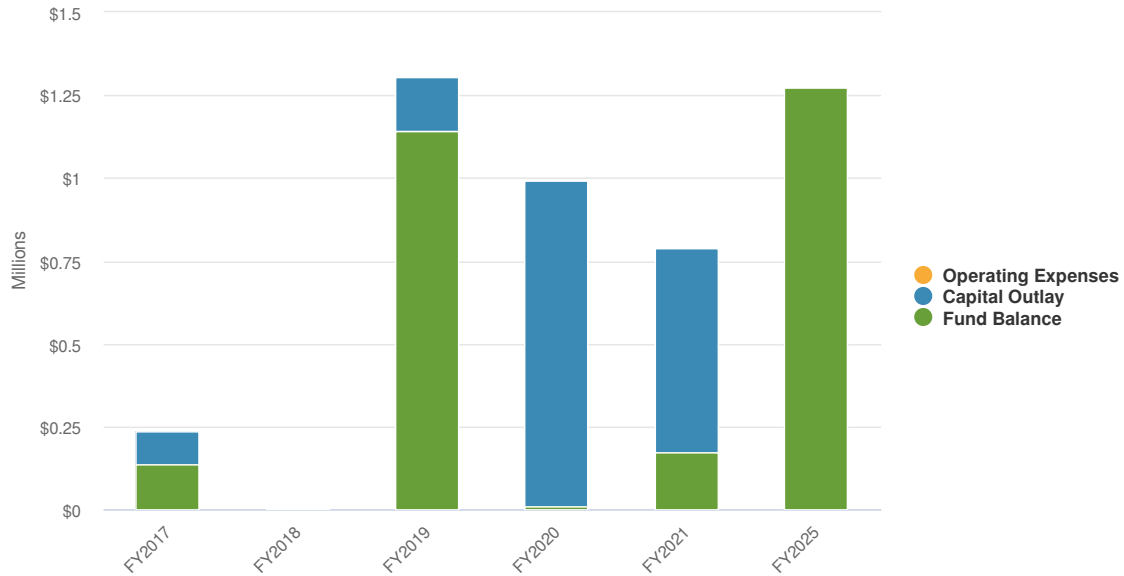


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Charges for Services		\$416,261	\$225,000	\$300,000	33.3%
Miscellaneous Revenues		\$6,204	\$1,000	\$2,000	100%
Other Sources		\$0	\$736,160	\$972,500	32.1%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Total Revenue Source:		\$422,465	\$962,160	\$1,274,500	32.5%

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Fund Balance		\$0	\$962,160	\$1,274,500	32.5%
Total Expense Objects:		\$0	\$962,160	\$1,274,500	32.5%

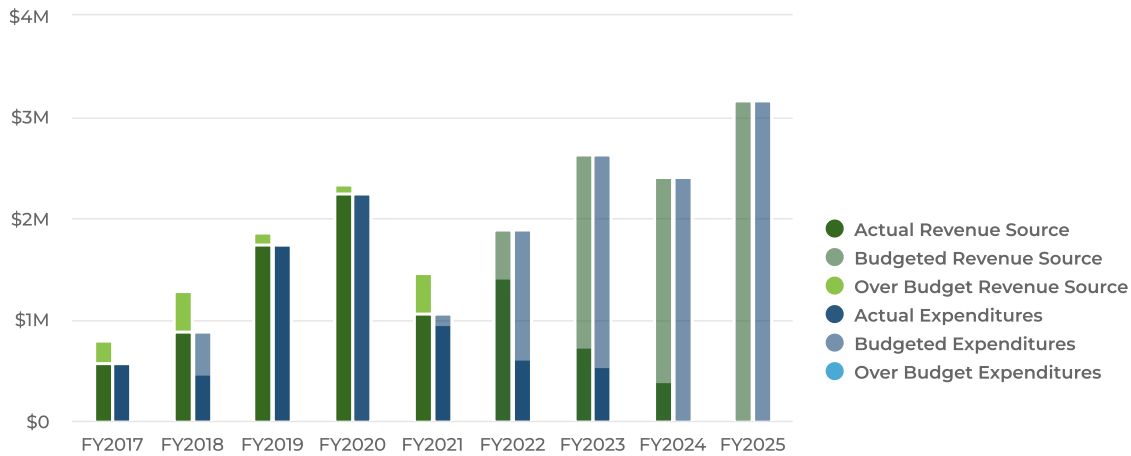


Law Enforcement Impact Fee Fund

The City is charged with providing law enforcement within its municipal boundaries. Law enforcement is a crucial function in the City. For the purpose of helping to pay for a portion of the costs of new or expanded law enforcement capital facilities and equipment attributed to new development, impact fees are imposed on new development within the City.

Summary

The City of Wildwood is projecting \$3.17M of revenue in FY2025, which represents a 30.8% increase over the prior year. Budgeted expenditures are projected to increase by 30.8% or \$744.87K to \$3.17M in FY2025.



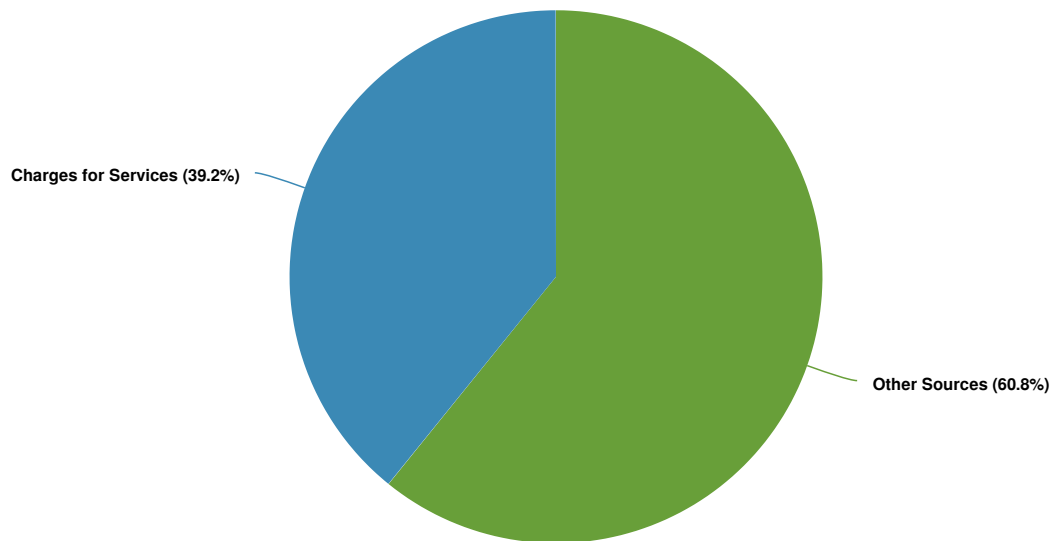
Law Enforcement Impact Fee Fund Comprehensive Summary

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$1,162,200	\$1,517,300	\$1,483,630
Revenues				
Charges for Services		\$737,826	\$1,100,000	\$1,240,000
Miscellaneous Revenues		\$200	\$100	\$0
Other Sources		\$0	\$1,320,330	\$1,925,300
Total Revenues:		\$738,026	\$2,420,430	\$3,165,300
Expenditures				
Operating Expenses		\$399	\$0	\$0
Capital Outlay		\$138,184	\$1,008,375	\$400,000
Intragovernmental Transfers		\$412,800	\$412,800	\$412,800
Fund Balance		\$0	\$999,255	\$2,352,500
Total Expenditures:		\$551,384	\$2,420,430	\$3,165,300

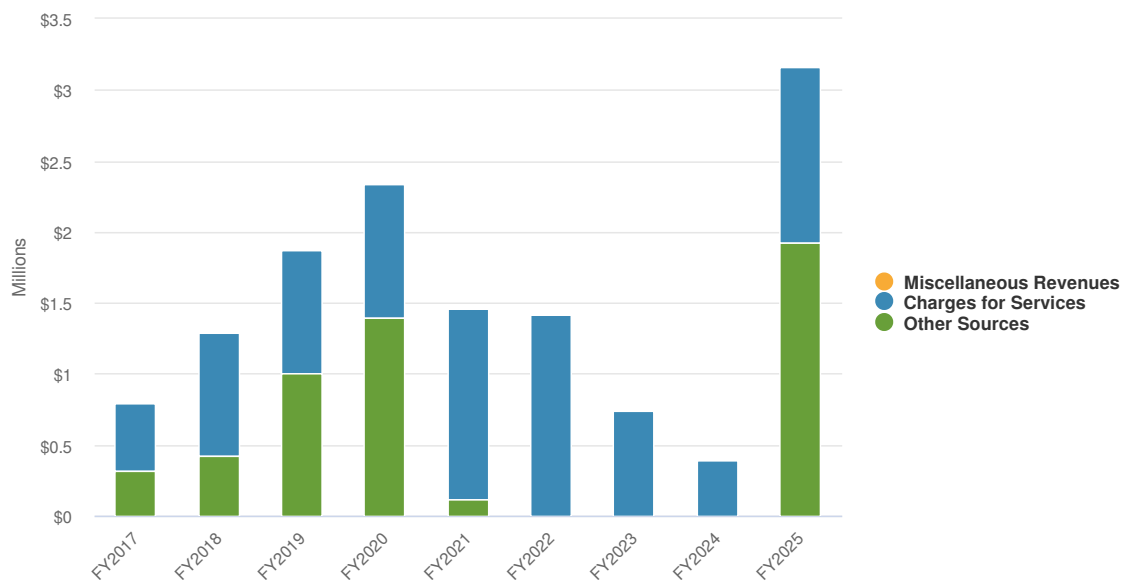
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Total Revenues Less Expenditures:		\$186,642	\$0	\$0
Ending Fund Balance:		\$1,348,842	\$1,517,300	\$1,483,630

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

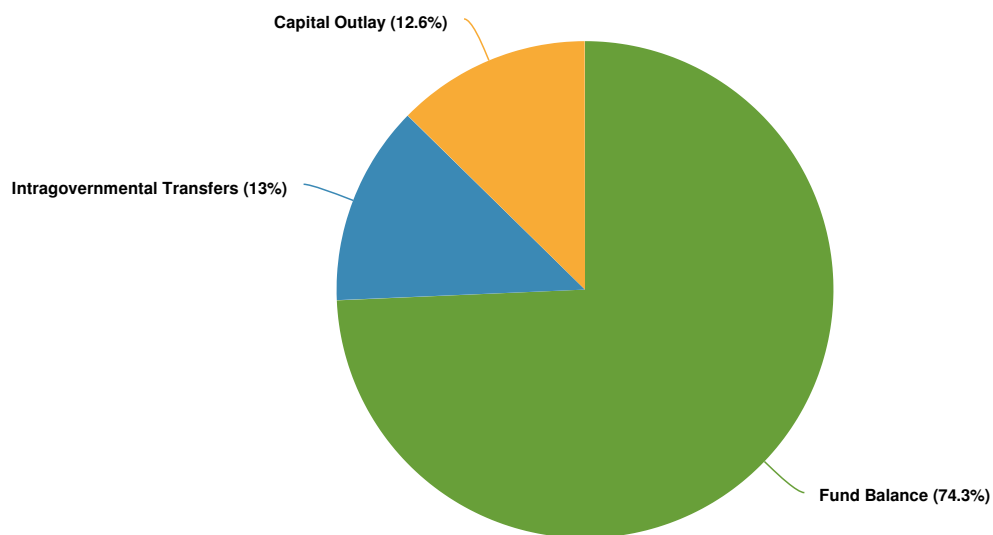


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
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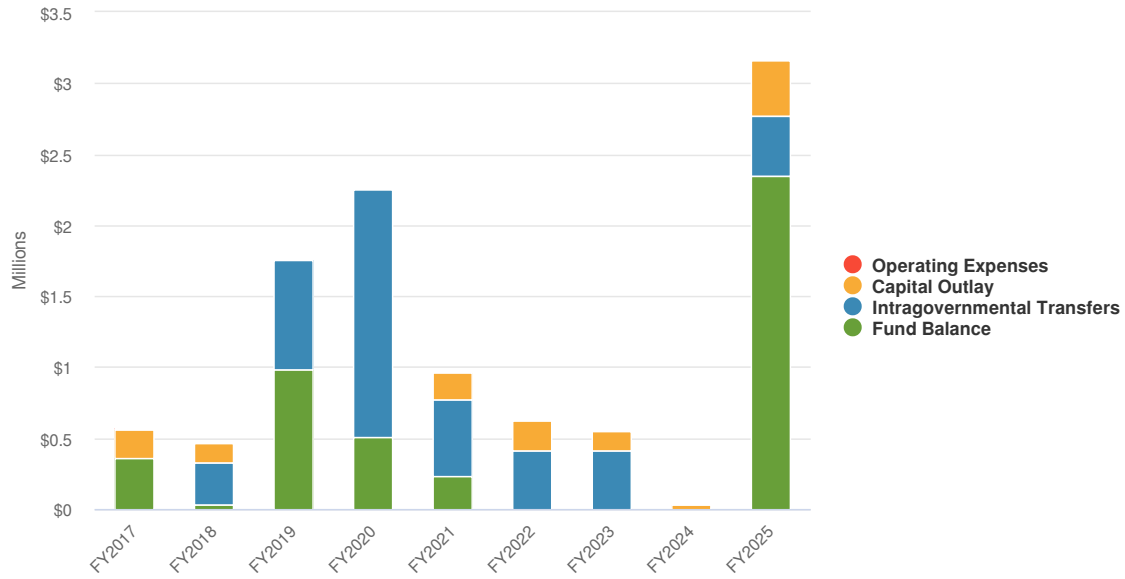
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Charges for Services		\$737,826	\$1,100,000	\$1,240,000	12.7%
Miscellaneous Revenues		\$200	\$100	\$0	-100%
Other Sources		\$0	\$1,320,330	\$1,925,300	45.8%
Total Revenue Source:		\$738,026	\$2,420,430	\$3,165,300	30.8%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses		\$399	\$0	\$0	0%
Capital Outlay		\$138,184	\$1,008,375	\$400,000	-23.7%
Intragovernmental Transfers		\$412,800	\$412,800	\$412,800	0%
Fund Balance		\$0	\$999,255	\$2,352,500	58.6%
Total Expense Objects:		\$551,384	\$2,420,430	\$3,165,300	30.8%

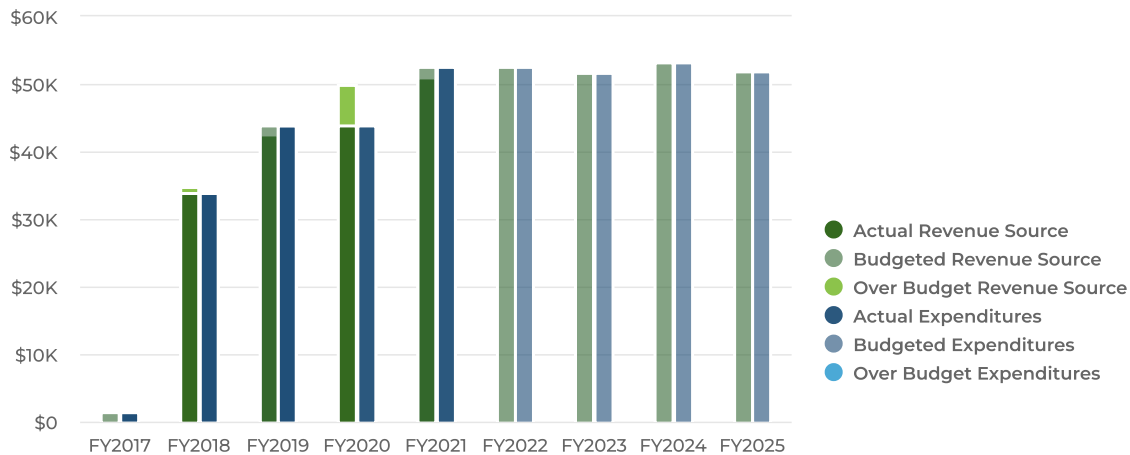


Law Enforcement Trust Fund

The Law Enforcement Trust Fund is a fund that is the custodian of revenues generated from seizures and forfeitures. Florida Statutes allow law enforcement agencies to seize and forfeit any contraband that have been used in the commission of felonies. This includes vehicles, vessels, aircraft, real property, cash or any other items. The cash or proceeds from a sale of the seized items can be used by the law enforcement agency.

Summary

The City of Wildwood is projecting \$51.95K of revenue in FY2025, which represents a 2.6% decrease over the prior year. Budgeted expenditures are projected to decrease by 2.6% or \$1.37K to \$51.95K in FY2025.

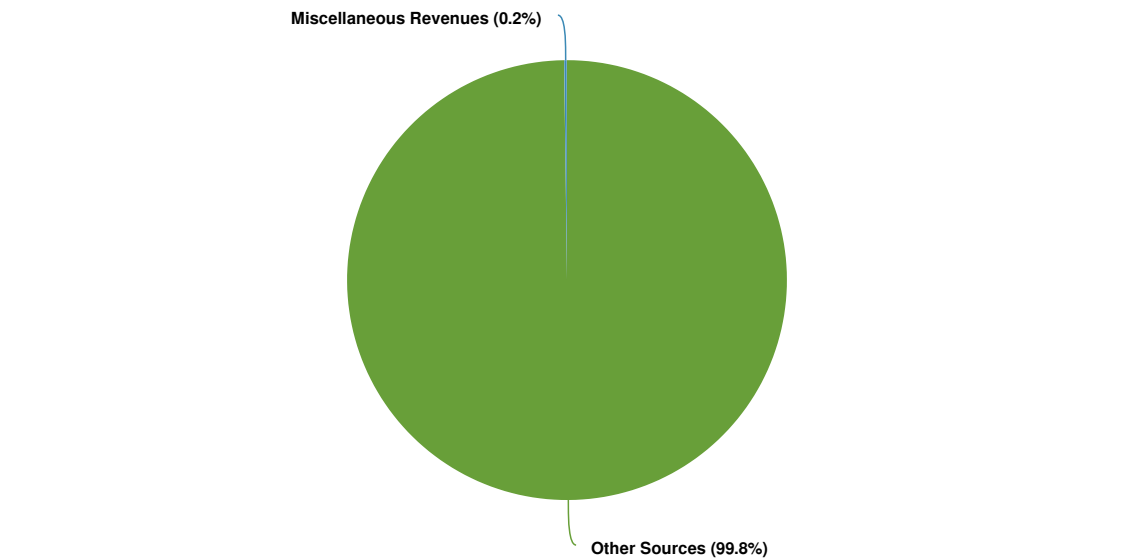


Law Enforcement Trust Fund Comprehensive Summary

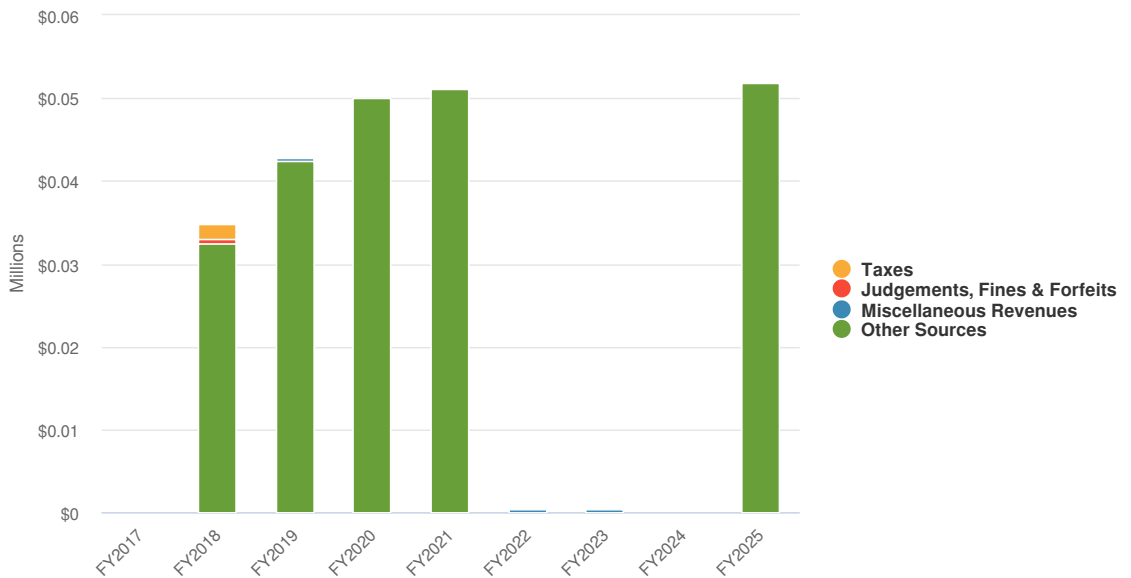
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$52,710	\$53,315	\$53,315
Revenues				
Judgements, Fines & Forfeits		\$0	\$1,500	\$0
Miscellaneous Revenues		\$279	\$10	\$100
Other Sources		\$0	\$51,805	\$51,845
Total Revenues:		\$279	\$53,315	\$51,945
Expenditures				
Fund Balance		\$0	\$53,315	\$51,945
Total Expenditures:		\$0	\$53,315	\$51,945
Total Revenues Less Expenditures:		\$279	\$0	\$0
Ending Fund Balance:		\$52,989	\$53,315	\$53,315

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

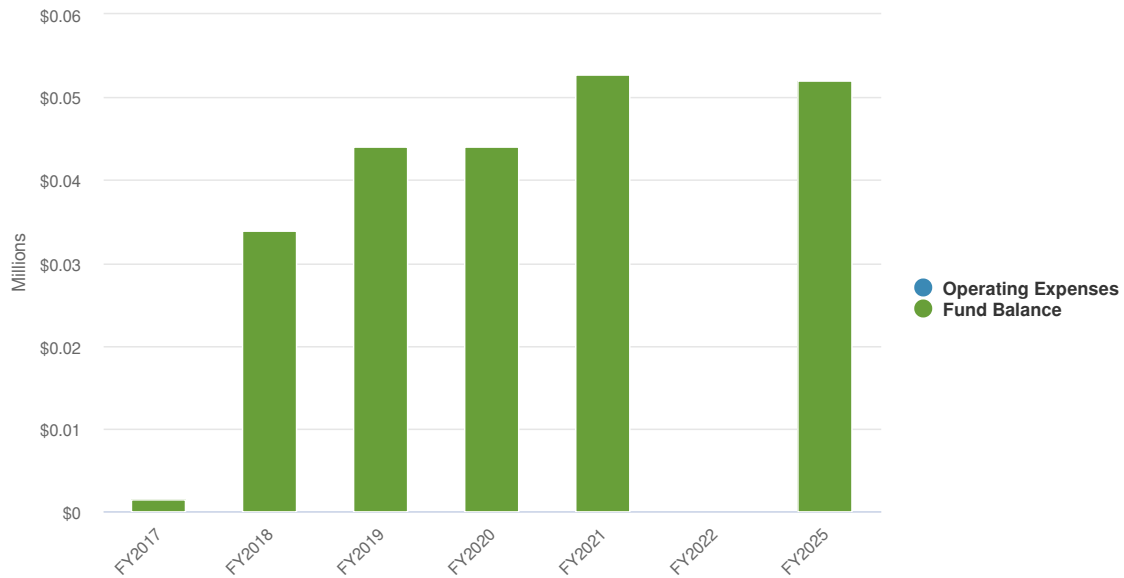


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Judgements, Fines & Forfeits		\$0	\$1,500	\$0	-100%
Miscellaneous Revenues		\$279	\$10	\$100	900%
Other Sources		\$0	\$51,805	\$51,845	0.1%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Total Revenue Source:		\$279	\$53,315	\$51,945	-2.6%

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Fund Balance		\$0	\$53,315	\$51,945	-2.6%
Total Expense Objects:		\$0	\$53,315	\$51,945	-2.6%

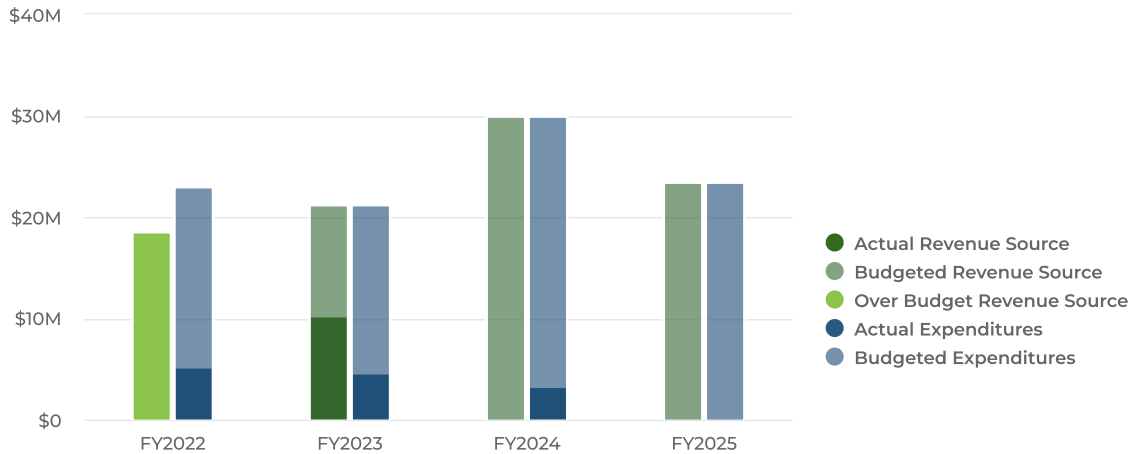


Capital Improvement Fund

The Capital Improvement Fund is a major fund and is utilized internally to track Governmental Activity expenses related to infrastructure projects. It allows staff to separately track the expenses and isolate them from the general day-to-day operating expenses.

Summary

The City of Wildwood is projecting \$23.58M of revenue in FY2025, which represents a 21.7% decrease over the prior year. Budgeted expenditures are projected to decrease by 21.7% or \$6.52M to \$23.58M in FY2025.

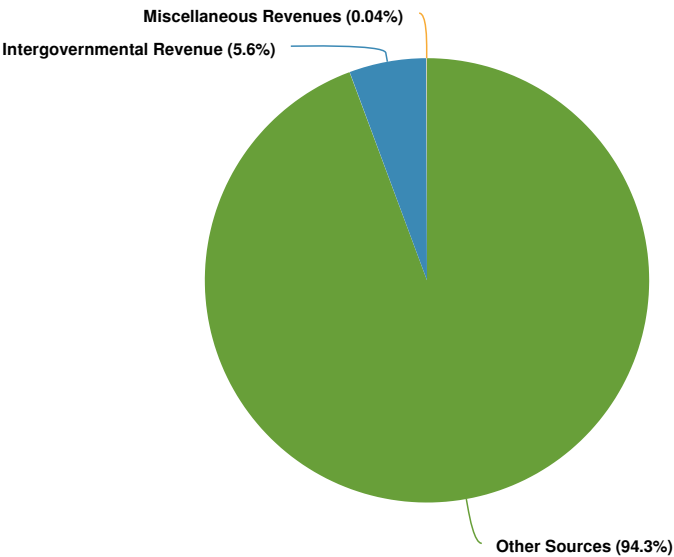


Capital Improvement Fund Comprehensive Summary

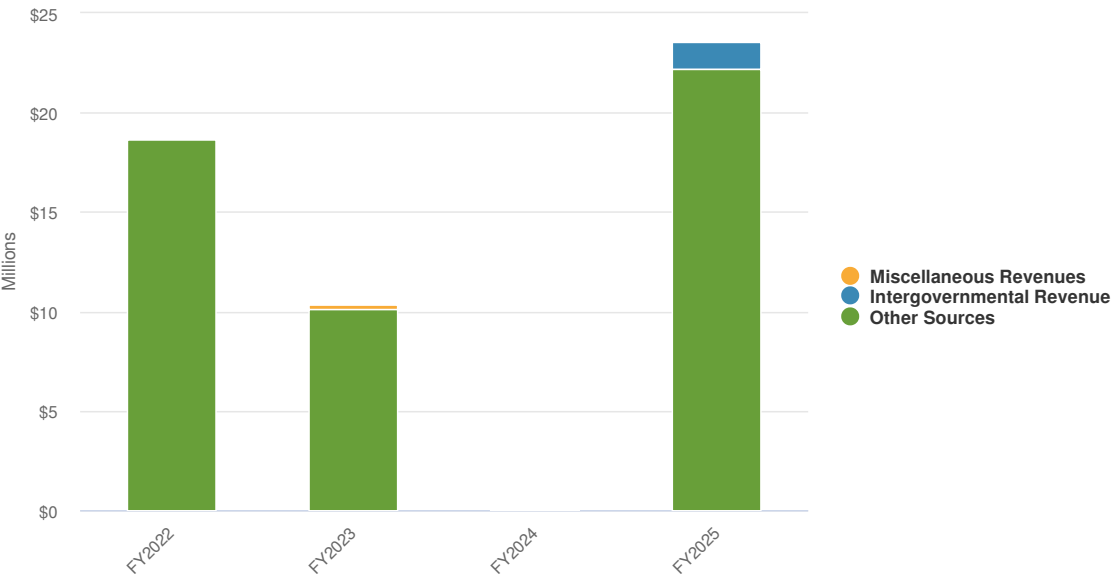
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$3,985,100	\$11,737,200	\$9,728,250
Revenues				
Intergovernmental Revenue		\$0	\$900,000	\$1,325,000
Miscellaneous Revenues		\$281,578	\$10,000	\$10,000
Other Sources		\$10,100,380	\$29,181,125	\$22,240,000
Total Revenues:		\$10,381,957	\$30,091,125	\$23,575,000
Expenditures				
Operating Expenses		\$0		\$5,000,000
Capital Outlay		\$4,796,197	\$15,224,376	\$18,175,000
Fund Balance		\$0	\$9,728,250	\$400,000
Total Expenditures:		\$4,796,197	\$24,952,626	\$23,575,000
Total Revenues Less Expenditures:		\$5,585,760	\$5,138,499	\$0
Ending Fund Balance:		\$9,570,860	\$16,875,699	\$9,728,250

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

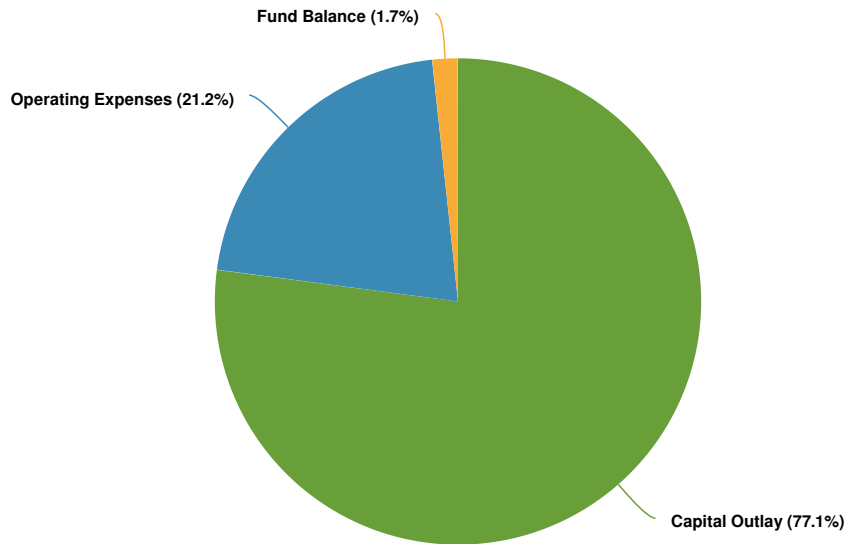


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Intergovernmental Revenue		\$0	\$900,000	\$1,325,000	47.2%
Miscellaneous Revenues		\$281,578	\$10,000	\$10,000	0%
Other Sources		\$10,100,380	\$29,181,125	\$22,240,000	-23.8%

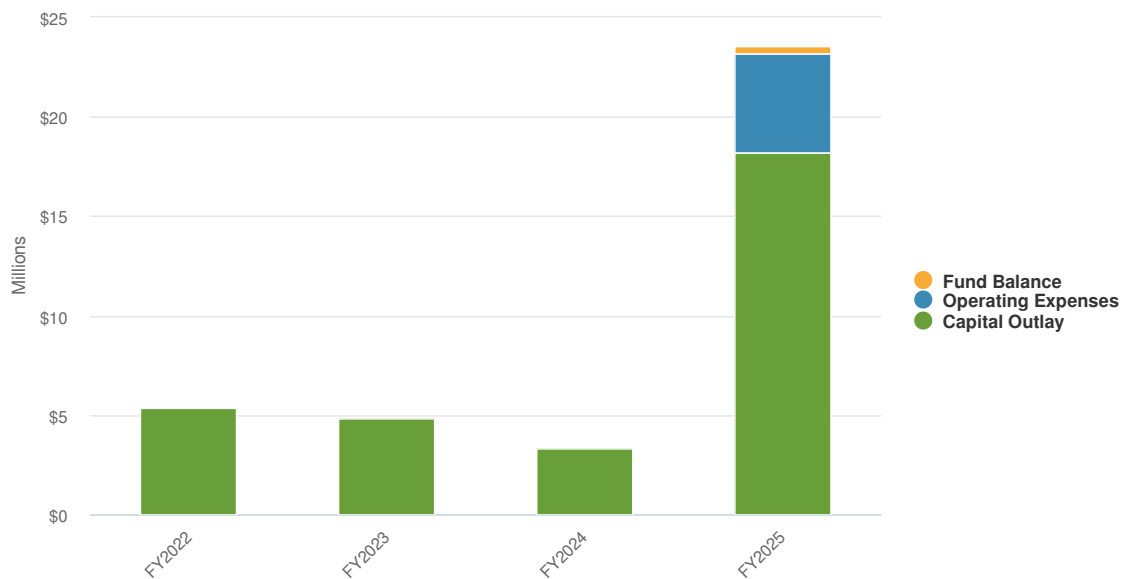
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Total Revenue Source:		\$10,381,957	\$30,091,125	\$23,575,000	-21.7%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses					
Other Financing Sources					
TRANSFER TO UTILITY CAP PROJECTS FUND	301-581-00-4020	\$0		\$5,000,000	N/A
Total Other Financing Sources:		\$0		\$5,000,000	N/A
Total Operating Expenses:		\$0		\$5,000,000	N/A
Capital Outlay					
General Government Services					
DOWNTOWN MASTER PLAN PROJECTS	301-516-60-6301	\$44,106	\$850,700	\$325,000	N/A
Downtown Master Plan Property Acquisitions - Land/Right-of-way	301-516-60-6301	\$0	\$0	\$250,000	N/A
CR 44A/Lynum Corridor Expansion and Crossing - Engineering	301-516-60-6301	\$0	\$0	\$75,000	N/A
TRAILWINDS FOUNTAIN	301-516-60-6304	\$24,812	\$0	\$0	0%
CITY HALL HVAC PROJECT	301-513-60-6201	\$55,153	\$0	\$0	0%
Total General Government Services:		\$124,070	\$850,700	\$325,000	N/A
Culture & Recreation					
MLK PARK CONCESSION STAND/RESTROOMS	301-572-60-6201	\$247,644	\$0	\$0	0%
BAKER HOUSE RESTROOMS	301-572-60-6202	\$42,083	\$0	\$0	0%
Recreation Center at MLK	301-572-60-6205	\$646,463	\$385,000	\$0	-100%
Outreach Center Re-roof	301-572-60-6207	\$15,590	\$0	\$0	0%
MILLENNIUM PARK IMPROVEMENTS	301-572-60-6302	\$398,211	\$1,000,000	\$13,000,000	73.3%
Millennium Park Improvements - Construction/Maintenance	301-572-60-6302	\$0	\$0	\$13,000,000	N/A
MLK Park Basketball Court Rehab	301-572-60-6303	\$87,010	\$0	\$0	0%
Lake Deaton Pier Improvements	301-572-60-6304	\$8,328	\$395,000	\$0	-100%
City Hall Courtyard Rehab	301-572-60-6305	\$48,020	\$12,588	\$50,000	N/A
City Hall Courtyard Rehab - Construction/Maintenance	301-572-60-6305	\$0	\$0	\$50,000	N/A
OXFORD PARK IMPROVEMENTS	301-572-60-6306	\$0	\$0	\$500,000	233.3%
Oxford Park Improvements - Construction/Maintenance	301-572-60-6306	\$0	\$0	\$500,000	N/A

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
DOG PARK IMPROVEMENTS	301-572-60-6307	\$0	\$60,000	\$0	-100%
Community Center HVAC Upgrades	301-575-60-6201	\$37,930	\$50,000	\$800,000	100%
<i>Community Center HVAC Improvements - Construction/Maintenance</i>	<i>301-575-60-6201</i>	<i>\$0</i>	<i>\$0</i>	<i>\$800,000</i>	<i>N/A</i>
COMMUNITY CENTER RENOVATIONS	301-575-60-6202	\$0		\$100,000	N/A
<i>Community Center Renovations - Construction/Maintenance</i>	<i>301-575-60-6202</i>	<i>\$0</i>	<i>\$0</i>	<i>\$50,000</i>	<i>N/A</i>
<i>Community Center Renovations - Furniture and Fixtures</i>	<i>301-575-60-6202</i>	<i>\$0</i>	<i>\$0</i>	<i>\$30,000</i>	<i>N/A</i>
<i>Community Center Renovations - Other</i>	<i>301-575-60-6202</i>	<i>\$0</i>	<i>\$0</i>	<i>\$20,000</i>	<i>N/A</i>
Total Culture & Recreation:		\$1,531,278	\$1,902,588	\$14,450,000	59.2%
Transportation					
DRAINAGE PROJECT LAND ACQUISITION	301-541-60-6101	\$39,900	\$414,200	\$500,000	N/A
<i>Watershed Master Plan Implementation Projects - Land/Right-of-way</i>	<i>301-541-60-6101</i>	<i>\$0</i>	<i>\$0</i>	<i>\$250,000</i>	<i>N/A</i>
<i>Watershed Master Plan Implementation Projects - Construction/Maintenance</i>	<i>301-541-60-6101</i>	<i>\$0</i>	<i>\$0</i>	<i>\$250,000</i>	<i>N/A</i>
MUNICIPAL SERVICES COMPLEX PROJECT	301-541-60-6202	\$604,899	\$140,445	\$0	0%
PW Pole Barn	301-541-60-6203	\$118,900	\$0	\$0	0%
PW HVAC Upgrades	301-541-60-6204	\$6,250	\$111,000	\$0	-100%
MSC HVAC Upgrades	301-541-60-6205	\$39,065	\$0	\$0	0%
PUBLIC WORKS DEPARTMENT ANNEX	301-541-60-6206	\$0		\$100,000	N/A
<i>Public Works Department Annex - Design</i>	<i>301-541-60-6206</i>	<i>\$0</i>	<i>\$0</i>	<i>\$100,000</i>	<i>N/A</i>
PLEASANTDALE REHAB	301-541-60-6301	\$891,144	\$407,174	\$0	0%
BARWICK REHAB	301-541-60-6302	\$102,923	\$30,000	\$0	-100%
OAK GROVE VILLAGE DRAINAGE IMPROVEMENTS	301-541-60-6303	\$121,808	\$40,000	\$900,000	0%
<i>Oak Grove Village Drainage Improvements - Construction/Maintenance</i>	<i>301-541-60-6303</i>	<i>\$0</i>	<i>\$0</i>	<i>\$900,000</i>	<i>N/A</i>
PAVEMENT PRESERVATION PLAN	301-541-60-6305	\$743,276	\$60,000	\$0	0%
CLAY DRAIN ROAD DESIGN	301-541-60-6306	\$139,242	\$200,000	\$400,000	60%
<i>Clay Drain Road Improvements - Phase I Signature Drive - Construction/Maintenance</i>	<i>301-541-60-6306</i>	<i>\$0</i>	<i>\$0</i>	<i>\$400,000</i>	<i>N/A</i>

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Jackson St Improvements	301-541-60-6307	\$0	\$27,000	\$1,500,000	-25%
<i>Jackson Street Improvements - Construction/Maintenance</i>	<i>301-541-60-6307</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,500,000</i>	<i>N/A</i>
Huey St Improvements	301-541-60-6308	\$44,900	\$2,432,000	\$0	-100%
St Clair Street Improvements	301-541-60-6309	\$0	\$525,000	\$0	-100%
DOWNTOWN PARKING GARAGE	301-541-60-6310	\$276,116	\$7,600,000	\$0	-100%
MSC ENTRANCE GATE	301-541-60-6311	\$0	\$25,000	\$0	-100%
BROKEN OAK DRIVE	301-541-60-6312	\$0	\$438,000	\$0	-100%
Total Transportation:		\$3,128,424	\$12,449,819	\$3,400,000	-77.9%
Public Safety					
POLICE DEPARTMENT HQ MONUMENT SIGN	301-521-60-6301	\$12,425	\$21,269	\$0	0%
Total Public Safety:		\$12,425	\$21,269	\$0	0%
Total Capital Outlay:		\$4,796,197	\$15,224,376	\$18,175,000	-25.6%
Fund Balance					
Fund Balance					
CONTINGENCY-CAP.IMPROVEMENT FUND	301-580-90-9901	\$0	\$9,728,250	\$400,000	-92.9%
Total Fund Balance:		\$0	\$9,728,250	\$400,000	-92.9%
Total Fund Balance:		\$0	\$9,728,250	\$400,000	-92.9%
Total Expense Objects:		\$4,796,197	\$24,952,626	\$23,575,000	-21.7%

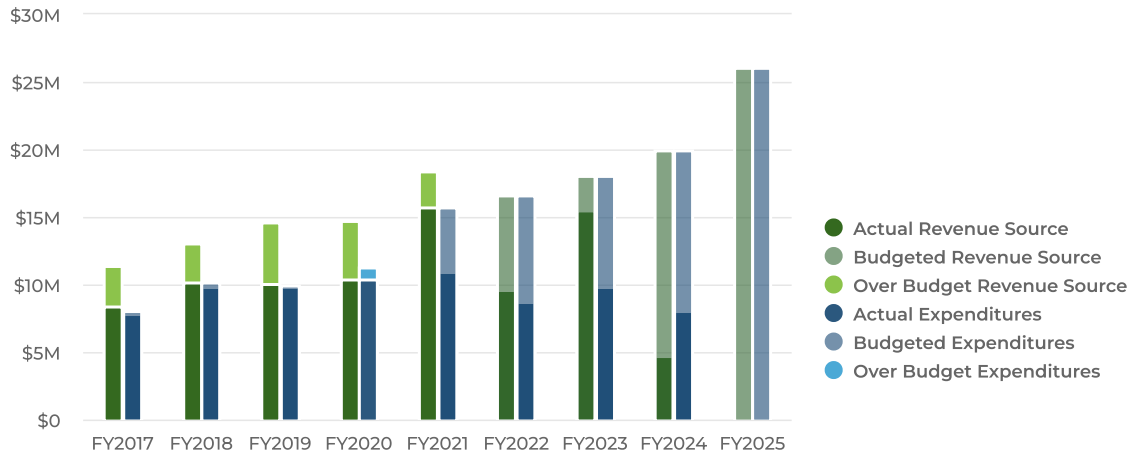


Utility Revenue Fund

The Utility Revenue Fund is an Enterprise Fund that accounts for costs of collection, treatment and distribution of water, wastewater, and reuse water services. Due to the nature of this fund, and Enterprise funds in general, the major revenue source is charges for services.

Summary

The City of Wildwood is projecting \$26.07M of revenue in FY2025, which represents a 30.2% increase over the prior year. Budgeted expenditures are projected to increase by 30.2% or \$6.05M to \$26.07M in FY2025.



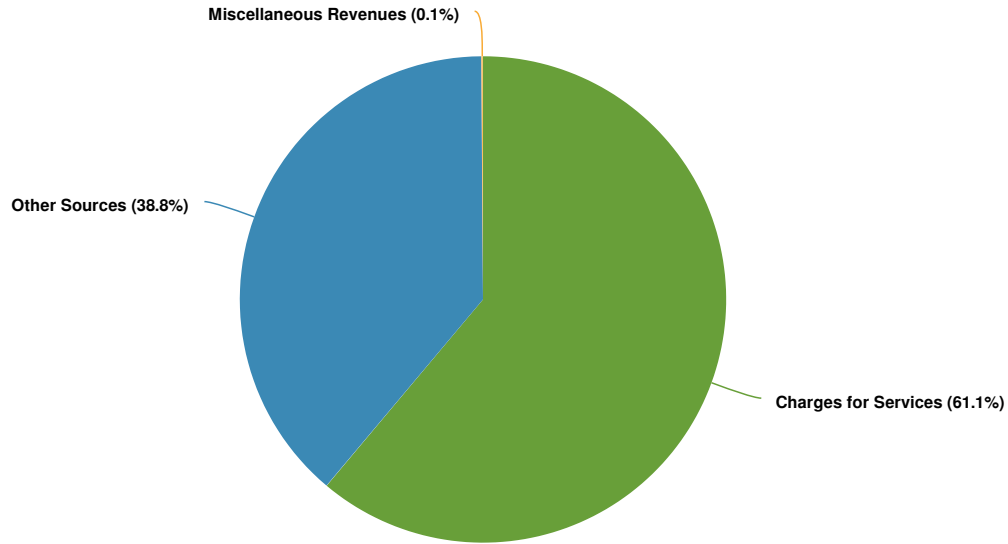
Utility Revenue Fund Comprehensive Summary

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$4,147,630	\$5,791,155	\$397,827
Revenues				
Taxes		\$5,344	\$0	\$0
Charges for Services		\$10,263,869	\$12,365,350	\$15,934,230
Miscellaneous Revenues		\$111,564	\$50,000	\$25,000
Other Sources		\$5,152,546	\$7,600,000	\$10,110,000
Total Revenues:		\$15,533,324	\$20,015,350	\$26,069,230
Expenditures				
Personnel Services		\$2,832,306	\$3,814,950	\$4,751,356
Operating Expenses		\$6,217,423	\$4,932,531	\$6,325,980
Capital Outlay		\$790,891	\$8,761,187	\$10,858,950
Debt Service		\$71,682	\$2,108,855	\$828,150
Fund Balance		\$0	\$397,827	\$3,304,794
Total Expenditures:		\$9,912,302	\$20,015,350	\$26,069,230
Total Revenues Less Expenditures:		\$5,621,022	\$0	\$0

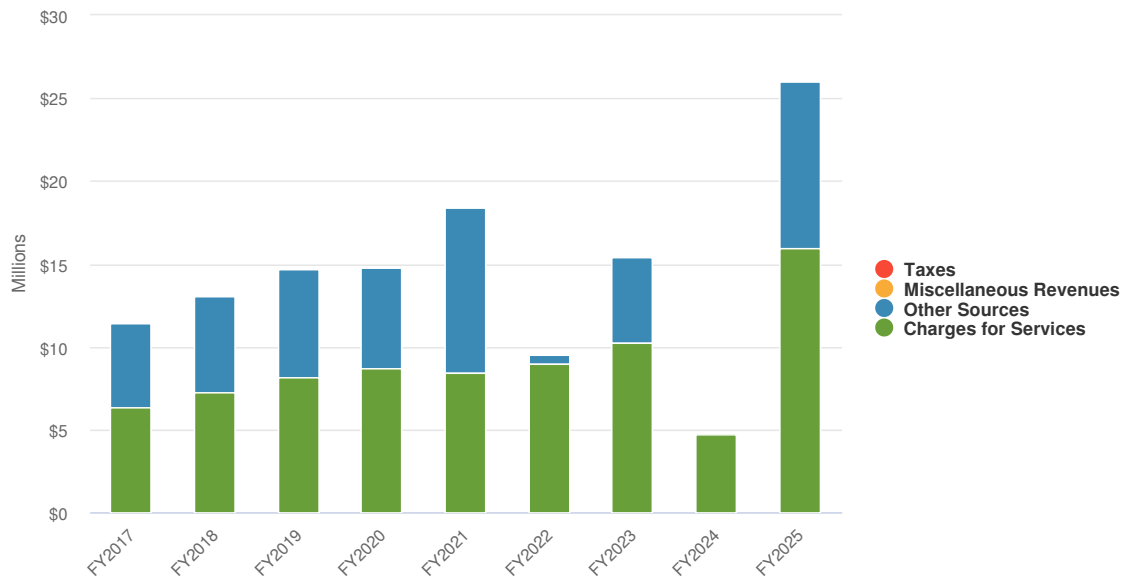
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Ending Fund Balance:		\$9,768,652	\$5,791,155	\$397,827

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

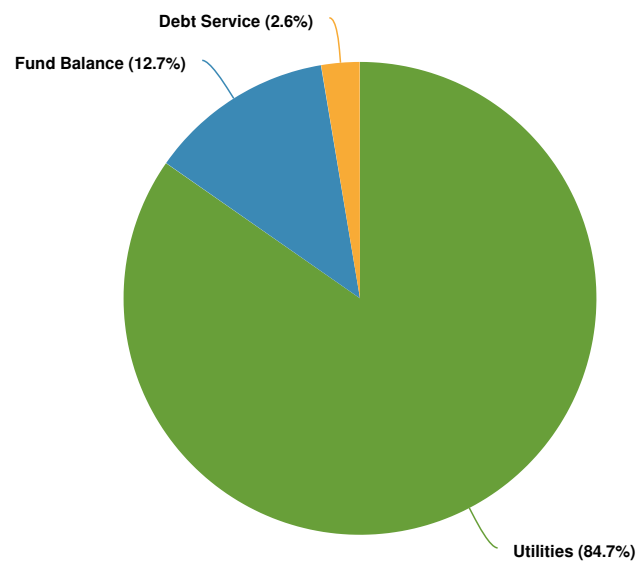


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					

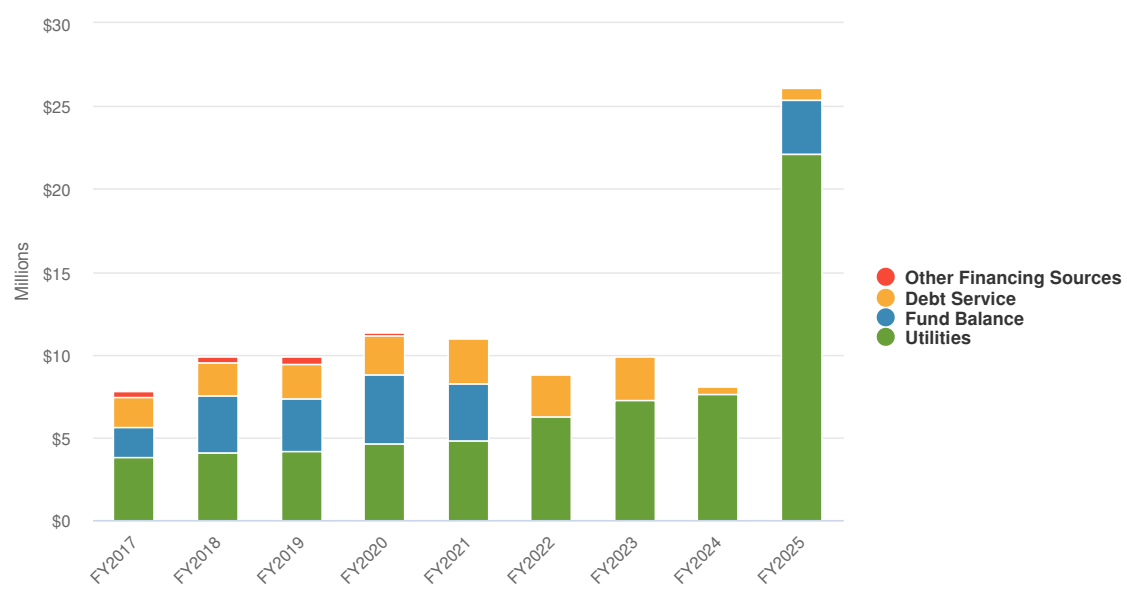
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Taxes		\$5,344	\$0	\$0	0%
Charges for Services		\$10,263,869	\$12,365,350	\$15,934,230	28.9%
Miscellaneous Revenues		\$111,564	\$50,000	\$25,000	-50%
Other Sources		\$5,152,546	\$7,600,000	\$10,110,000	33%
Total Revenue Source:		\$15,533,324	\$20,015,350	\$26,069,230	30.2%

Expenditures by Function

Budgeted Expenditures by Function



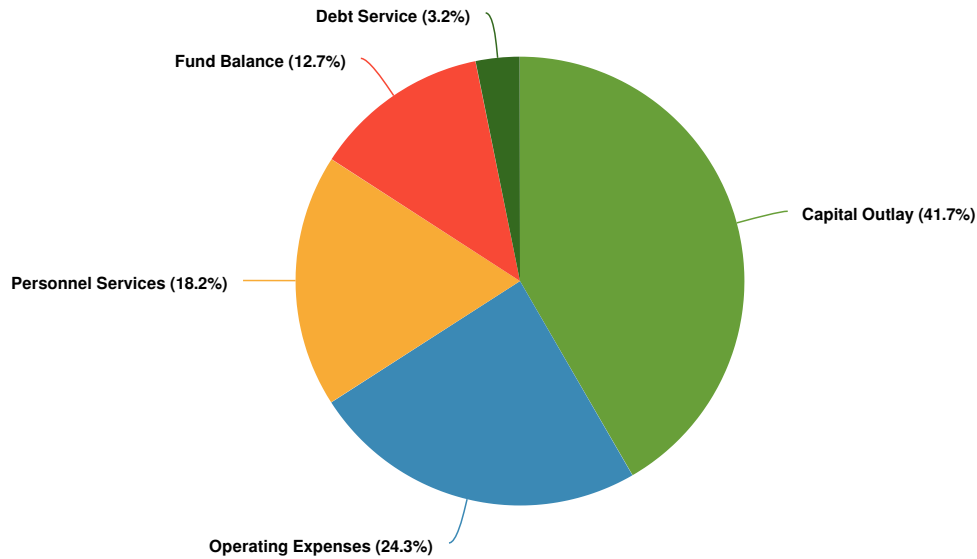
Budgeted and Historical Expenditures by Function



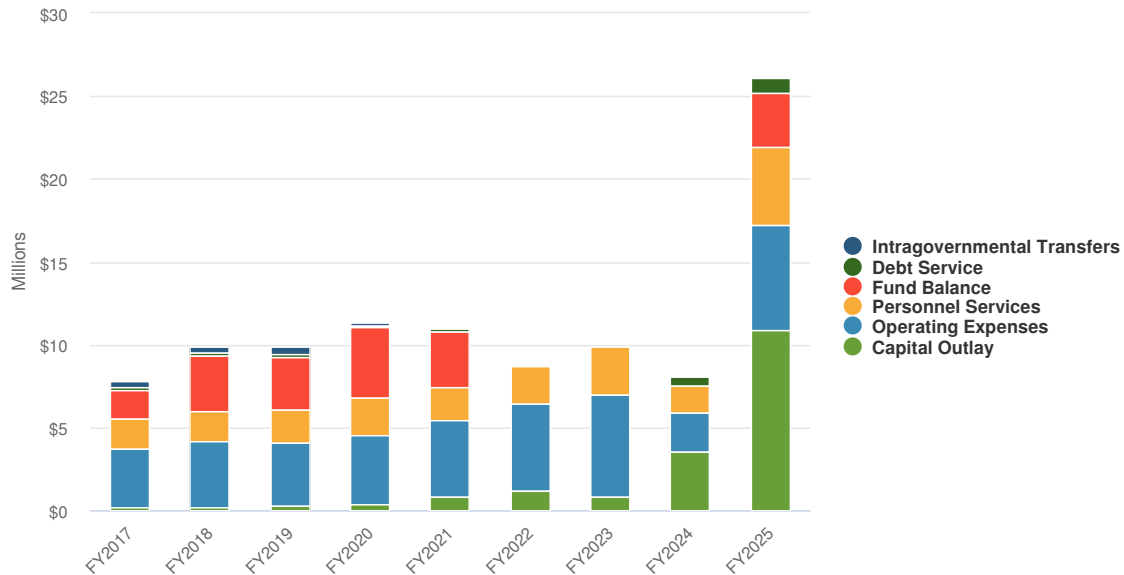
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expenditures					
Utilities		\$7,234,257	\$17,614,883	\$22,079,896	60.9%
Debt Service		\$2,678,045	\$2,002,640	\$684,540	-65.8%
Fund Balance		\$0	\$397,827	\$3,304,794	-23%
Total Expenditures:		\$9,912,302	\$20,015,350	\$26,069,230	30.2%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Personnel Services		\$2,832,306	\$3,814,950	\$4,751,356	24.5%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Operating Expenses		\$6,217,423	\$4,932,531	\$6,325,980	38.8%
Capital Outlay		\$790,891	\$8,761,187	\$10,858,950	107.1%
Debt Service		\$71,682	\$2,108,855	\$828,150	-60.7%
Fund Balance		\$0	\$397,827	\$3,304,794	-23%
Total Expense Objects:		\$9,912,302	\$20,015,350	\$26,069,230	30.2%

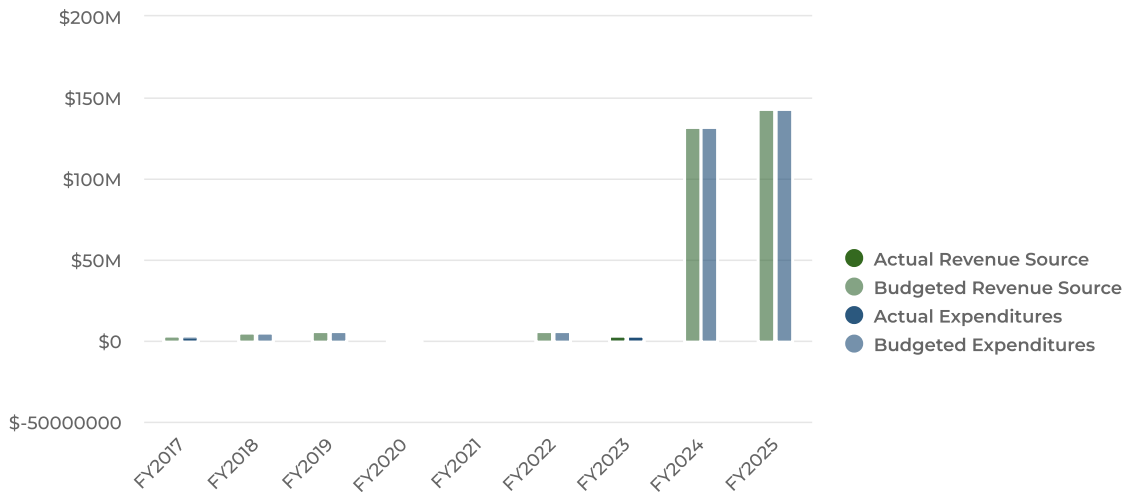


Utility Capital Projects Fund

The Capital Project Fund is a component of the Utility Revenue Fund. It is utilized internally to track expenses related to utility infrastructure projects. Generally, the projects tracked in this fund are those whose funding sources come from grants and loans. It allows staff to separately track the financing sources and isolate them from the general day-to-day operating revenue.

Summary

The City of Wildwood is projecting \$143.75M of revenue in FY2025, which represents a 8.2% increase over the prior year. Budgeted expenditures are projected to increase by 8.2% or \$10.9M to \$143.75M in FY2025.



Utility Capital Projects Fund Comprehensive Summary

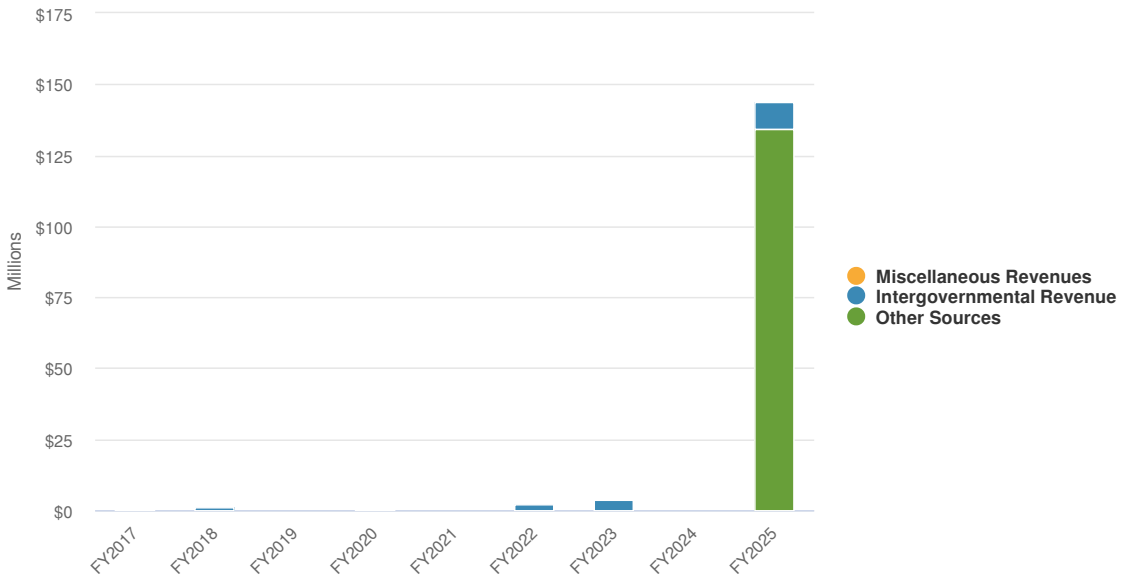
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$290,000	\$1,001,000	\$91,160,188
Revenues				
Intergovernmental Revenue		\$3,644,211	\$0	\$9,250,000
Miscellaneous Revenues		\$51,560	\$1,000	\$0
Other Sources		\$0	\$132,845,000	\$134,500,000
Total Revenues:		\$3,695,771	\$132,846,000	\$143,750,000
Expenditures				
Capital Outlay		\$0	\$50,685,812	\$63,800,000
Intragovernmental Transfers		\$3,644,211	\$0	\$0
Fund Balance		\$0	\$91,160,188	\$79,950,000
Total Expenditures:		\$3,644,211	\$141,846,000	\$143,750,000
Total Revenues Less Expenditures:		\$51,560	-\$9,000,000	\$0
Ending Fund Balance:		\$341,560	-\$7,999,000	\$91,160,188

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

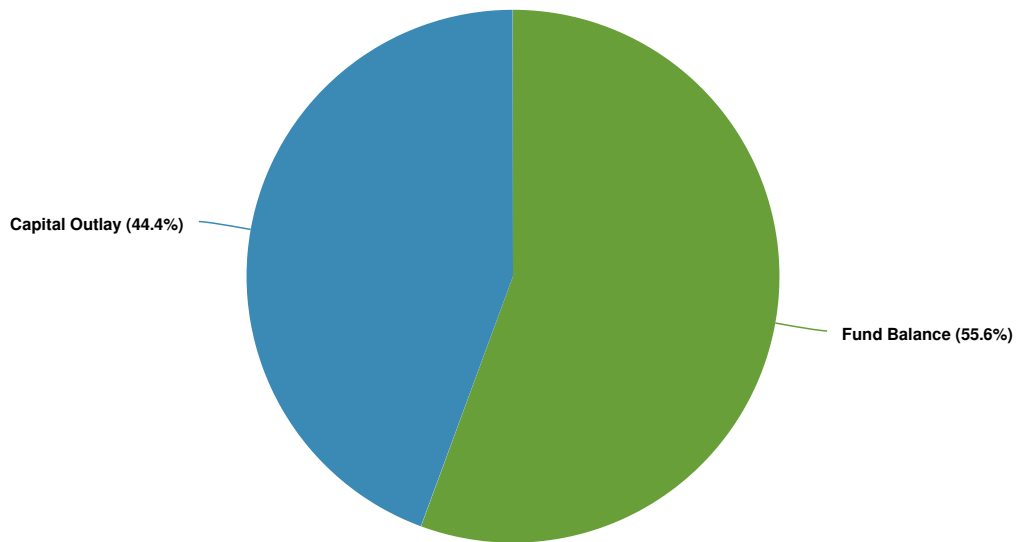


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Intergovernmental Revenue		\$3,644,211	\$0	\$9,250,000	N/A
Miscellaneous Revenues		\$51,560	\$1,000	\$0	-100%
Other Sources		\$0	\$132,845,000	\$134,500,000	1.2%

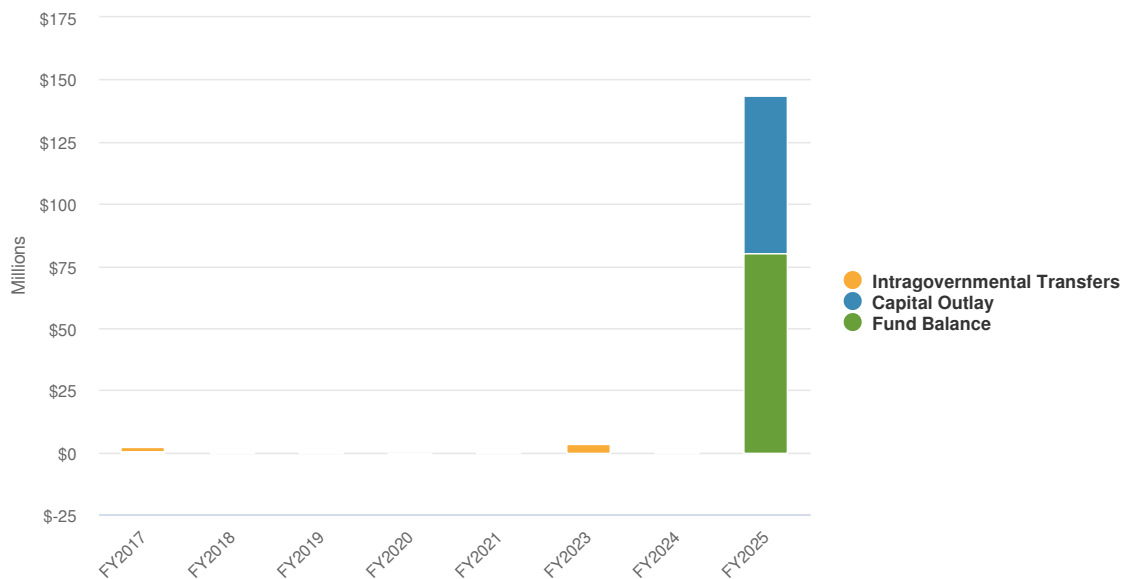
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Total Revenue Source:		\$3,695,771	\$132,846,000	\$143,750,000	8.2%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Capital Outlay		\$0	\$50,685,812	\$63,800,000	27.6%
Intragovernmental Transfers		\$3,644,211	\$0	\$0	0%
Fund Balance		\$0	\$91,160,188	\$79,950,000	-3.5%
Total Expense Objects:		\$3,644,211	\$141,846,000	\$143,750,000	8.2%

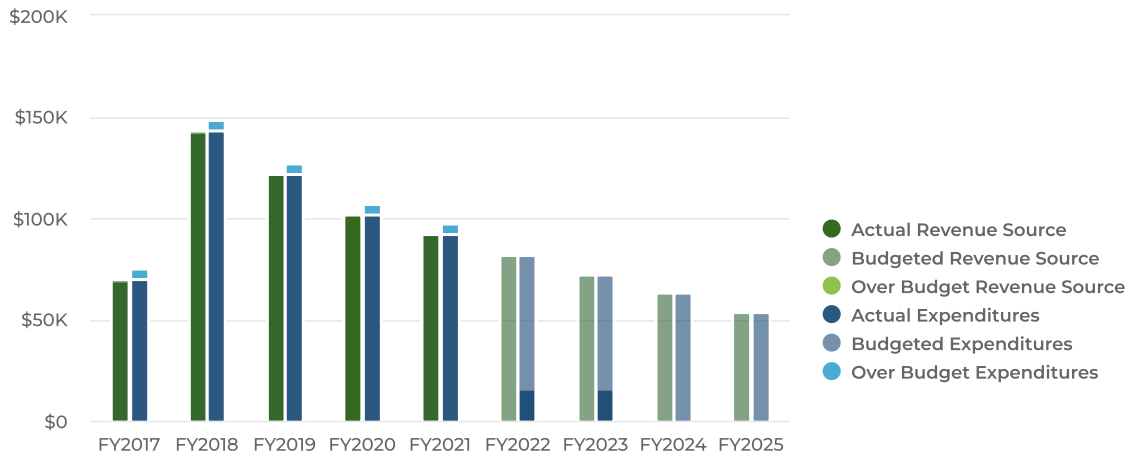


Industrial Park Fund

The Industrial Park Fund is the accounting mechanism for a past economic development effort by the City of Wildwood. Thirty plus years ago the City became owner of property that was suited for industrial development. Property was sold to prospective developers with specific criteria for business development. This development tool has lied dormant for many years due to the sale of all available property but the fund still holds assets related to the original acquisition and sales.

Summary

The City of Wildwood is projecting \$53.84K of revenue in FY2025, which represents a 15.1% decrease over the prior year. Budgeted expenditures are projected to decrease by 15.1% or \$9.56K to \$53.84K in FY2025.

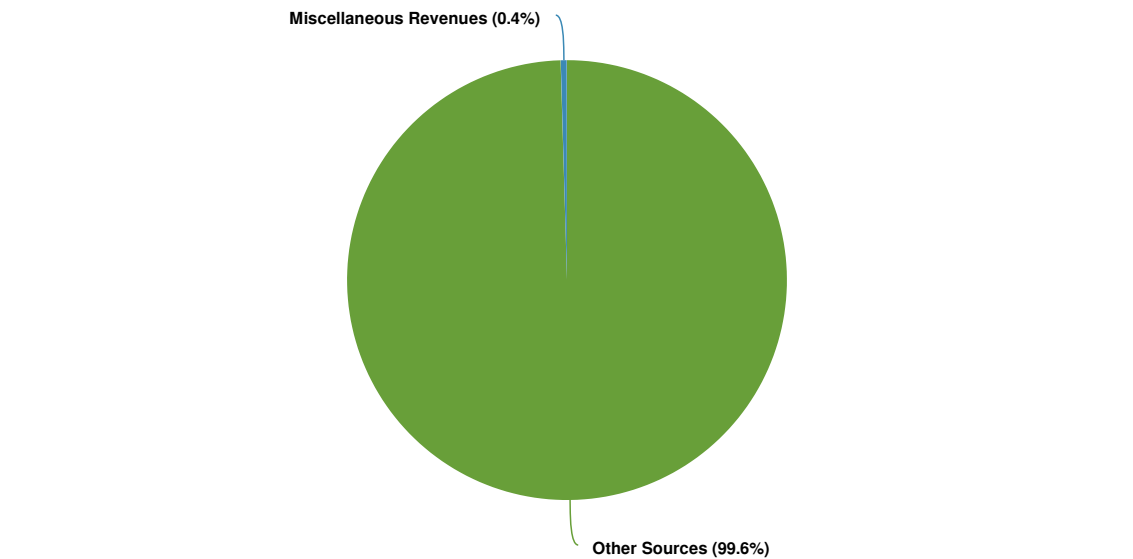


Industrial Park Fund Comprehensive Summary

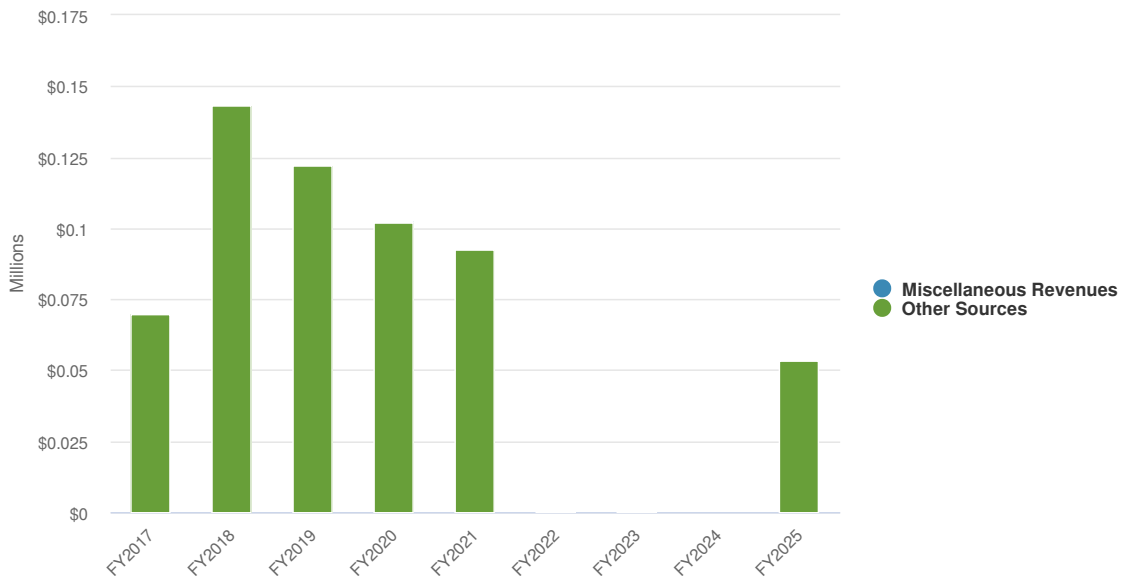
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$71,545	\$61,600	\$52,400
Revenues				
Miscellaneous Revenues		\$555	\$100	\$240
Other Sources		\$0	\$63,300	\$53,600
Total Revenues:		\$555	\$63,400	\$53,840
Expenditures				
Operating Expenses		\$6,607	\$1,000	\$1,000
Transfer Out		\$10,000	\$10,000	\$10,000
Fund Balance		\$0	\$52,400	\$42,840
Total Expenditures:		\$16,607	\$63,400	\$53,840
Total Revenues Less Expenditures:		-\$16,052	\$0	\$0
Ending Fund Balance:		\$55,493	\$61,600	\$52,400

Revenues by Source

Projected 2025 Revenues by Source



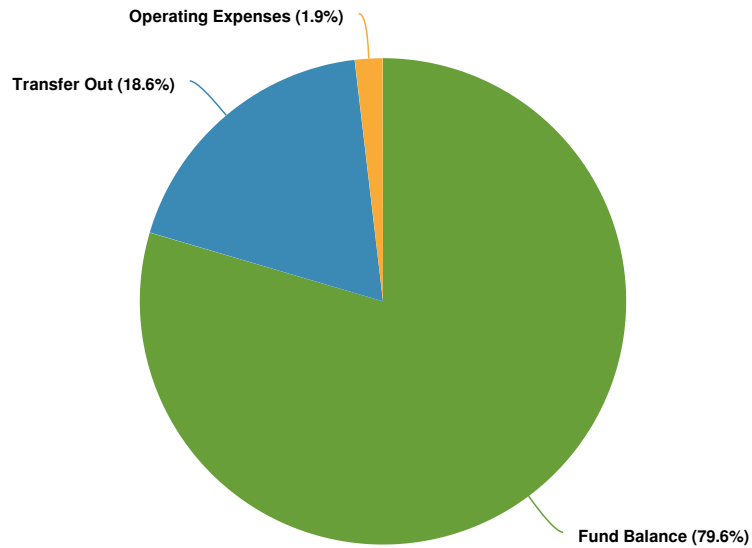
Budgeted and Historical 2025 Revenues by Source



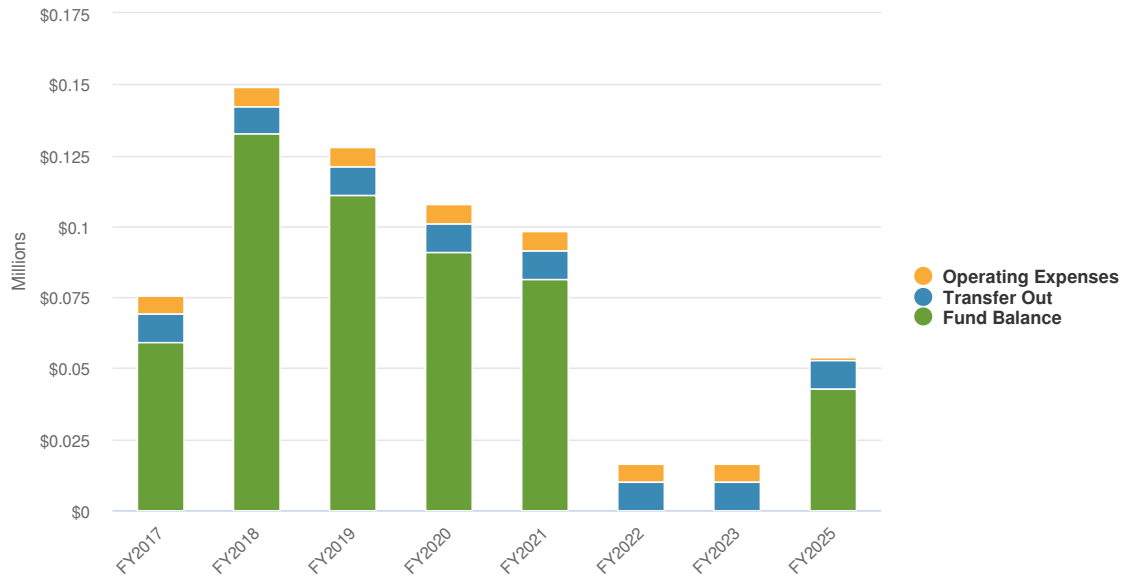
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Miscellaneous Revenues		\$555	\$100	\$240	140%
Other Sources		\$0	\$63,300	\$53,600	-15.3%
Total Revenue Source:		\$555	\$63,400	\$53,840	-15.1%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses		\$6,607	\$1,000	\$1,000	0%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Transfer Out		\$10,000	\$10,000	\$10,000	0%
Fund Balance		\$0	\$52,400	\$42,840	-18.2%
Total Expense Objects:		\$16,607	\$63,400	\$53,840	-15.1%

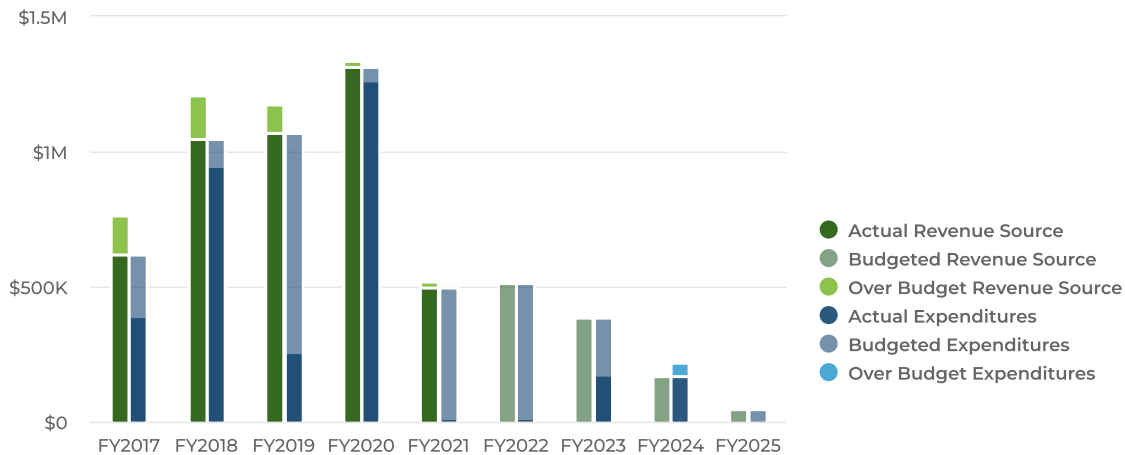


Water Connection Fee Fund

Capacity fees, referred to as Connection Fees, are assessed against new development in an attempt to cover the costs of providing capital facilities (infrastructure) needed to serve new development. With this mechanism, the development/growth “pays their own way”, which minimizes the extent to which existing customers must bear the cost of new or expanded facilities necessitated by the growth. Outlined in agreements with current developers, the revenues received for these fees can only be used to fund capacity enhancements.

Summary

The City of Wildwood is projecting \$51.1K of revenue in FY2025, which represents a 70.8% decrease over the prior year. Budgeted expenditures are projected to decrease by 70.8% or \$123.9K to \$51.1K in FY2025.



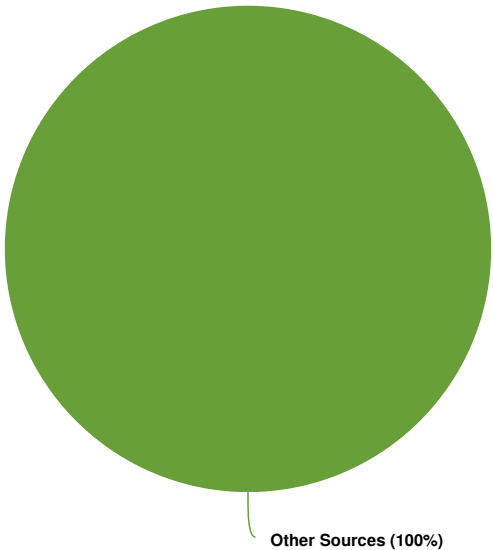
Water Connection Fee Fund Comprehensive Summary

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$135,000	\$800	\$49,807
Revenues				
Miscellaneous Revenues		\$44	\$0	\$0
Other Sources		\$0	\$310,000	\$51,100
Total Revenues:		\$44	\$310,000	\$51,100
Expenditures				
Operating Expenses		\$361	\$0	\$0
Capital Outlay		\$0	\$260,193	\$0
Intragovernmental Transfers		\$175,798	\$0	\$0
Fund Balance		\$0	\$49,807	\$51,100
Total Expenditures:		\$176,159	\$310,000	\$51,100
Total Revenues Less Expenditures:		-\$176,116	\$0	\$0

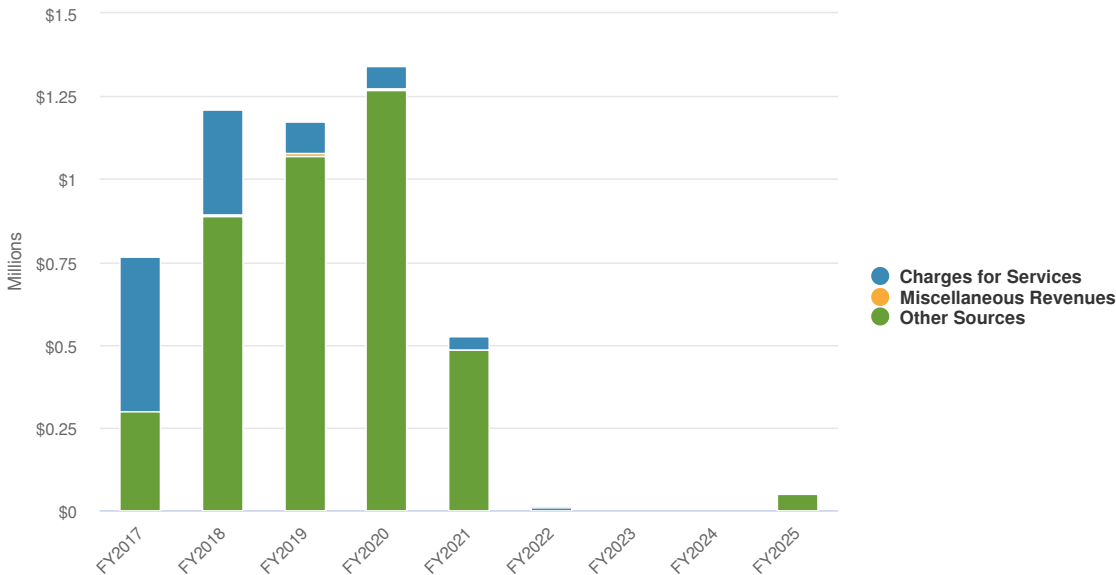
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Ending Fund Balance:		-\$41,116	\$800	\$49,807

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

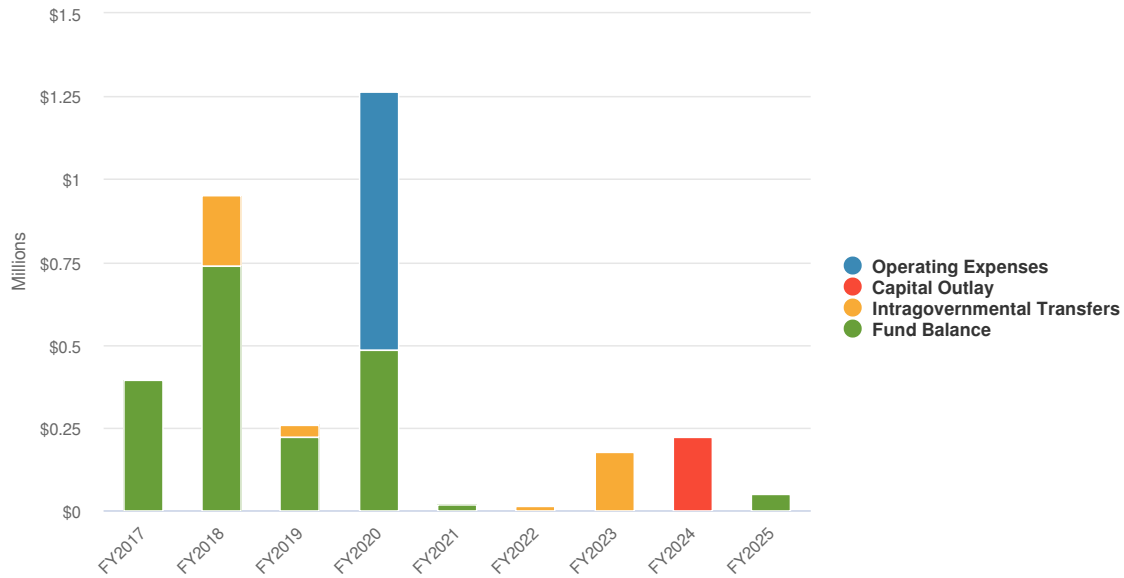


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Miscellaneous Revenues		\$44	\$0	\$0	0%
Other Sources		\$0	\$310,000	\$51,100	-70.8%
Total Revenue Source:		\$44	\$310,000	\$51,100	-70.8%

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses		\$361	\$0	\$0	N/A
Capital Outlay		\$0	\$260,193	\$0	N/A
Intragovernmental Transfers		\$175,798	\$0	\$0	N/A
Fund Balance		\$0	\$49,807	\$51,100	-70.8%
Total Expense Objects:		\$176,159	\$310,000	\$51,100	-70.8%

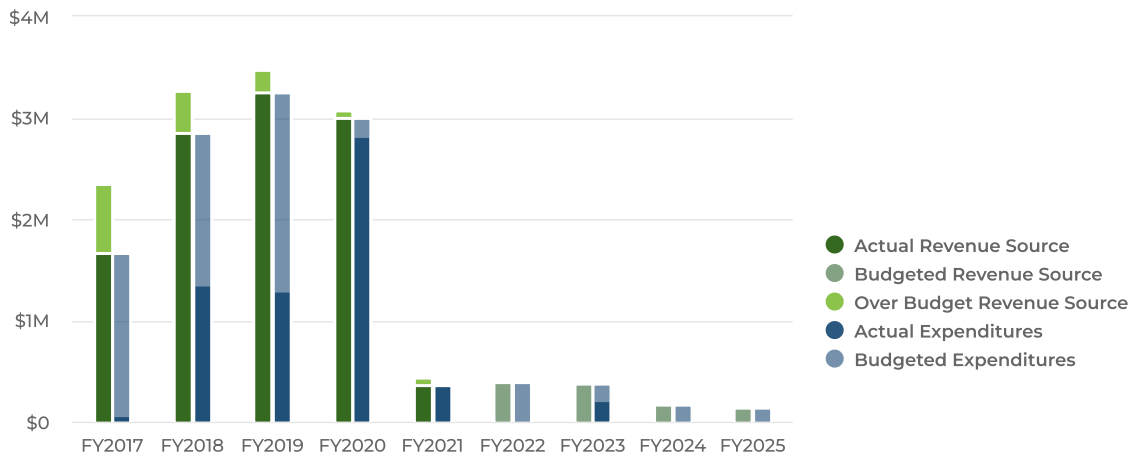


Wastewater Connection Fee Fund

The Wastewater Connection Fee Fund is similar to the Water Connection Fee Fund, but with the focus on wastewater. These connection fees are assessed against new development in an attempt to cover the costs of providing capital facilities (infrastructure) needed to serve new development. The revenues received from development are used to fund enhancements to the City's wastewater capacity system.

Summary

The City of Wildwood is projecting \$154.5K of revenue in FY2025, which represents a 15.9% decrease over the prior year. Budgeted expenditures are projected to decrease by 15.9% or \$29.3K to \$154.5K in FY2025.

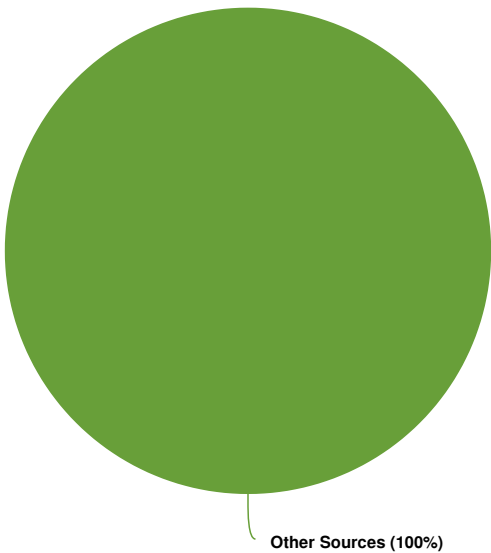


Wastewater Connection Fee Fund Comprehensive Summary

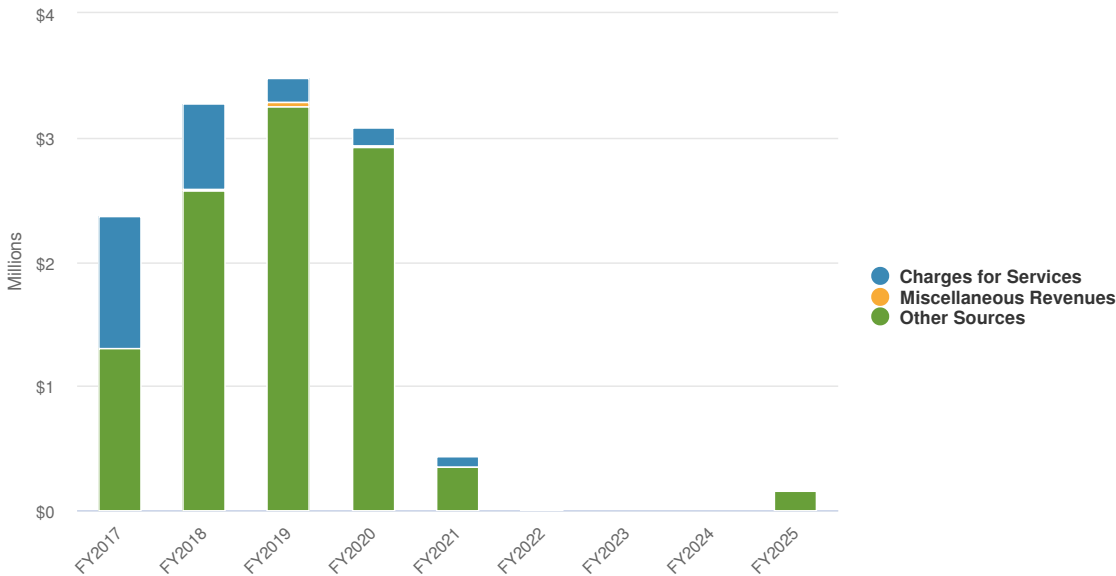
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$200,000	\$288,950	\$183,800
Revenues				
Miscellaneous Revenues		\$26	\$0	\$0
Other Sources		\$0	\$183,800	\$154,500
Total Revenues:		\$26	\$183,800	\$154,500
Expenditures				
Operating Expenses		\$360	\$183,800	\$154,500
Capital Outlay		\$0	\$0	\$0
Intragovernmental Transfers		\$228,590	\$0	\$0
Total Expenditures:		\$228,950	\$183,800	\$154,500
Total Revenues Less Expenditures:		-\$228,924	\$0	\$0
Ending Fund Balance:		-\$28,924	\$288,950	\$183,800

Revenues by Source

Projected 2025 Revenues by Source



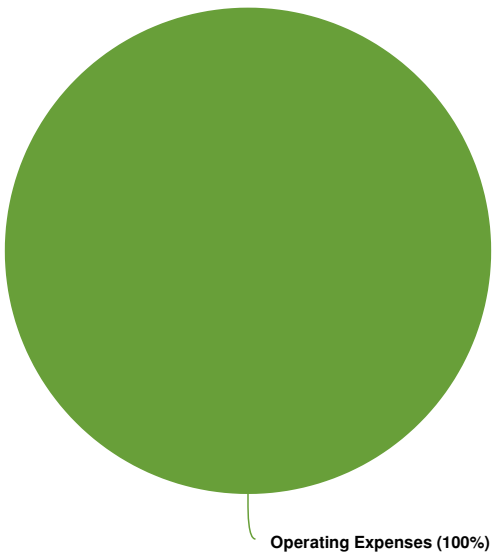
Budgeted and Historical 2025 Revenues by Source



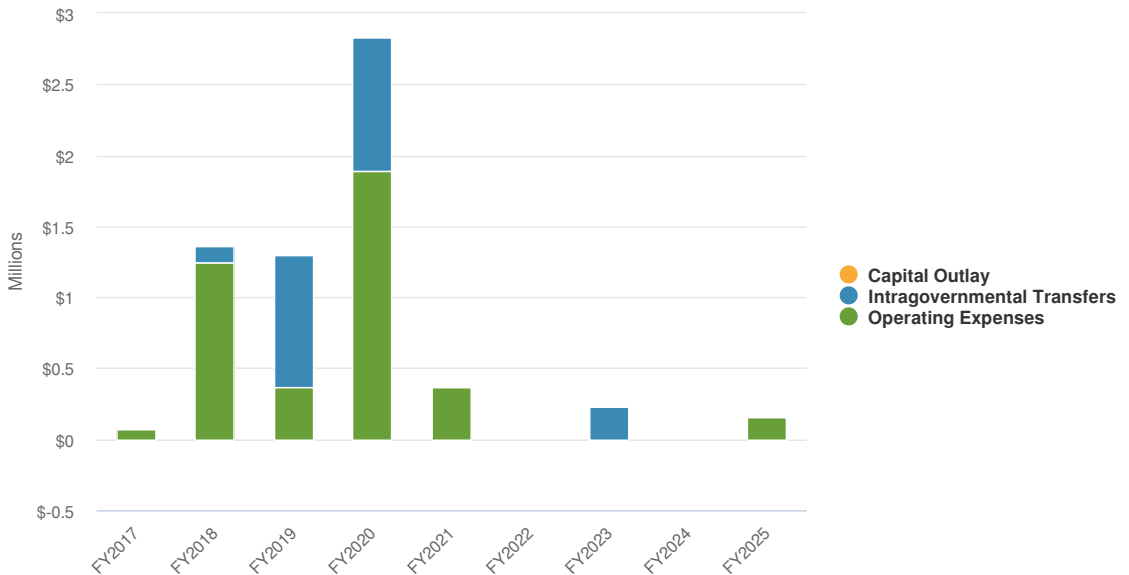
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Miscellaneous Revenues		\$26	\$0	\$0	0%
Other Sources		\$0	\$183,800	\$154,500	-15.9%
Total Revenue Source:		\$26	\$183,800	\$154,500	-15.9%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses		\$360	\$183,800	\$154,500	-15.9%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Capital Outlay		\$0	\$0	\$0	0%
Intragovernmental Transfers		\$228,590	\$0	\$0	0%
Total Expense Objects:		\$228,950	\$183,800	\$154,500	-15.9%

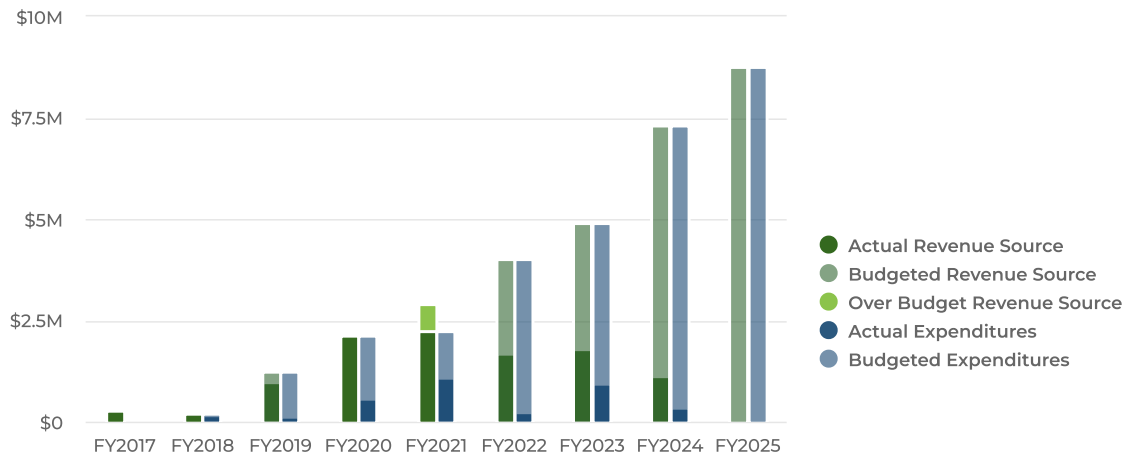


Water System Development Charge Fund

Water System Development Charge (SDC) fees is a relatively new fund for the City. A resolution was adopted in February of 2017 that combines the Water Connection fee and TIE fees into one fund, simplifying the City's record keeping. New development without a prior Developer's Agreement in place will be assessed System Development Charges as the City continues with its policy of having development pay its own way. The revenues received fund the enhancements of both the capacity and transmission of the water system.

Summary

The City of Wildwood is projecting \$8.79M of revenue in FY2025, which represents a 20.0% increase over the prior year. Budgeted expenditures are projected to increase by 20.0% or \$1.47M to \$8.79M in FY2025.



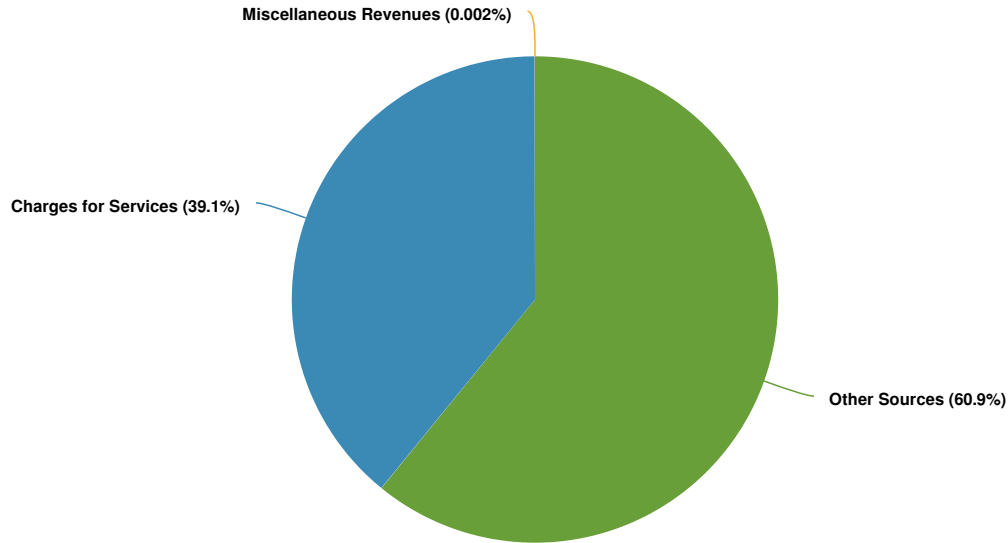
Water System Development Charge Fund Comprehensive Summary

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$3,885,500	\$3,791,070	\$2,319,370
Revenues				
Charges for Services		\$1,828,774	\$3,019,600	\$3,437,000
Miscellaneous Revenues		\$416	\$100	\$200
Other Sources		\$0	\$4,301,700	\$5,350,000
Total Revenues:		\$1,829,190	\$7,321,400	\$8,787,200
Expenditures				
Operating Expenses		\$384	\$890,000	\$0
Capital Outlay		\$0	\$3,856,000	\$2,800,000
Debt Service		\$35,017	\$256,030	\$256,030
Intragovernmental Transfers		\$914,242	\$0	\$0
Fund Balance		\$0	\$2,319,370	\$5,731,170

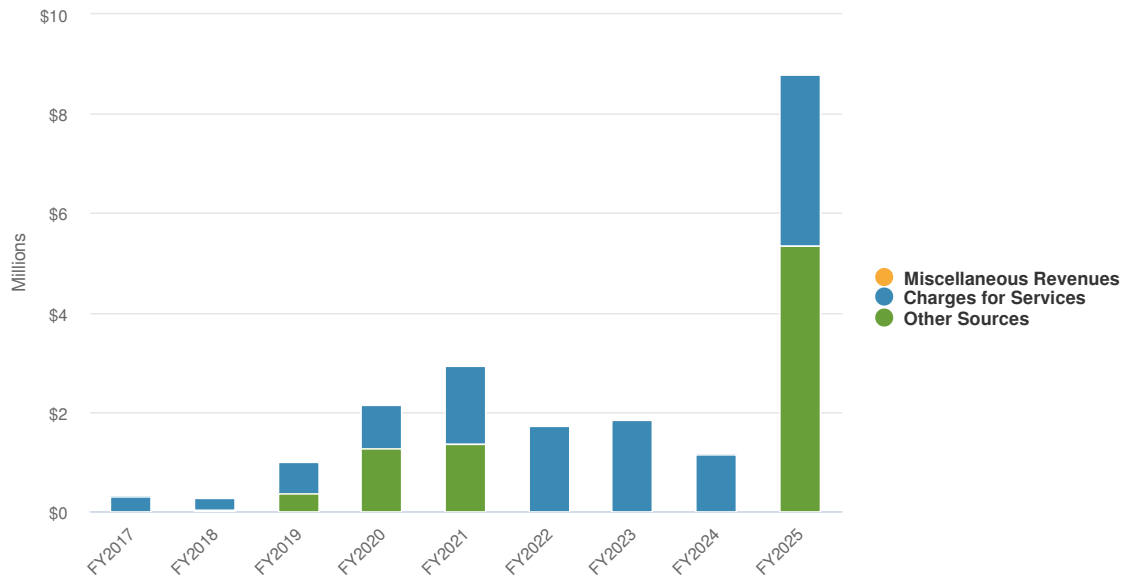
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Total Expenditures:		\$949,643	\$7,321,400	\$8,787,200
Total Revenues Less Expenditures:		\$879,547	\$0	\$0
Ending Fund Balance:		\$4,765,047	\$3,791,070	\$2,319,370

Revenues by Source

Projected 2025 Revenues by Source



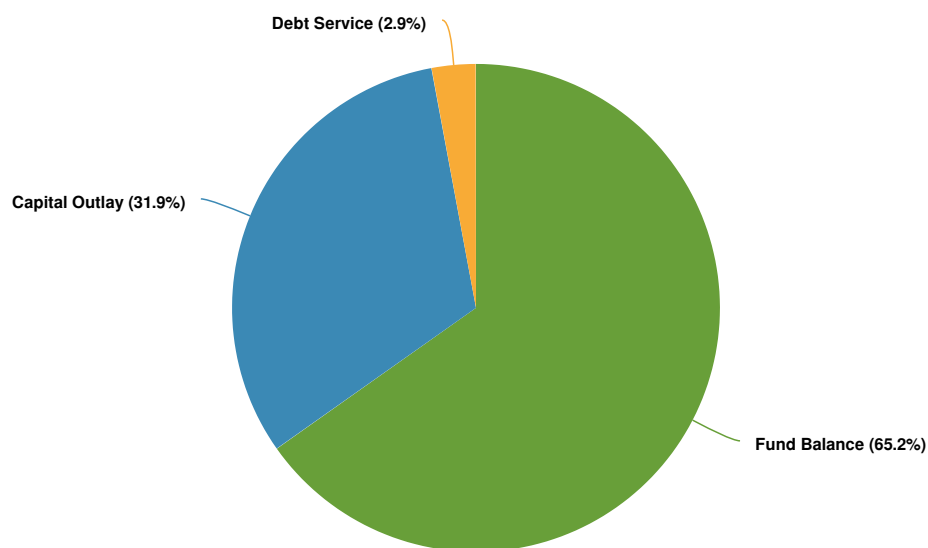
Budgeted and Historical 2025 Revenues by Source



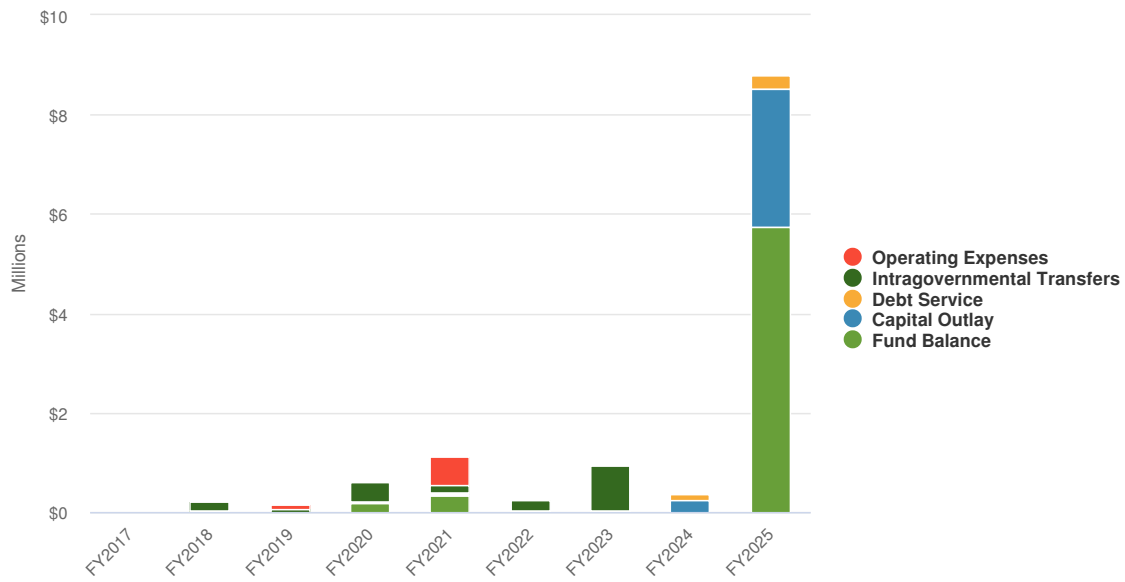
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Charges for Services		\$1,828,774	\$3,019,600	\$3,437,000	13.8%
Miscellaneous Revenues		\$416	\$100	\$200	100%
Other Sources		\$0	\$4,301,700	\$5,350,000	24.4%
Total Revenue Source:		\$1,829,190	\$7,321,400	\$8,787,200	20%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses		\$384	\$890,000	\$0	-100%
Capital Outlay		\$0	\$3,856,000	\$2,800,000	-25.8%
Debt Service		\$35,017	\$256,030	\$256,030	0%
Intragovernmental Transfers		\$914,242	\$0	\$0	0%
Fund Balance		\$0	\$2,319,370	\$5,731,170	105.5%
Total Expense Objects:		\$949,643	\$7,321,400	\$8,787,200	20%

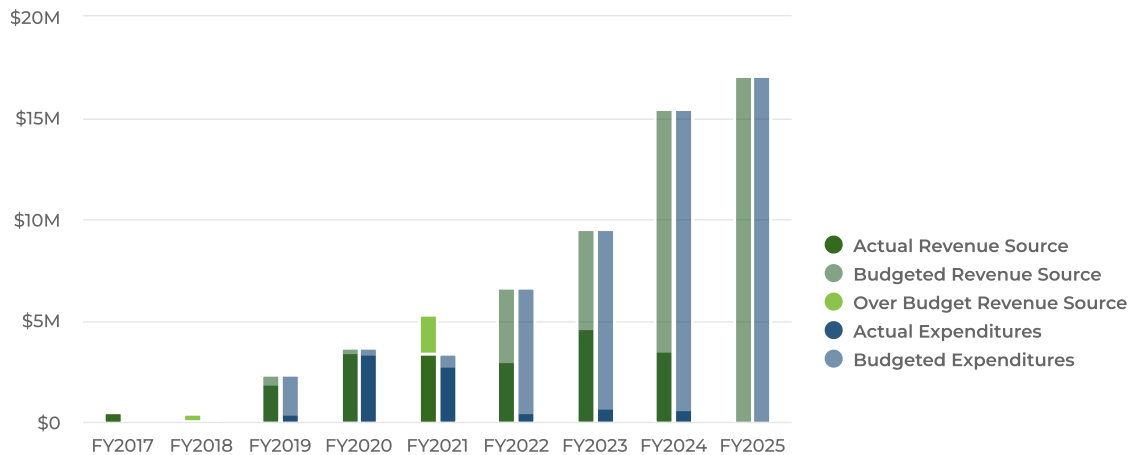


Wastewater System Development Charge Fund

Wastewater System Development (SDC) Charge fees is a relatively new fund for the City. A resolution was adopted in February of 2017 that combines the Wastewater Connection fee and TIE fees into one fund, simplifying the City's record keeping. New development without a prior Developer's Agreement in place will be assessed System Development Charges as the City continues with its policy of having development pay its own way. The revenues received fund the enhancements of both the capacity and transmission of the wastewater system.

Summary

The City of Wildwood is projecting \$17.1M of revenue in FY2025, which represents a 10.5% increase over the prior year. Budgeted expenditures are projected to increase by 10.5% or \$1.62M to \$17.1M in FY2025.



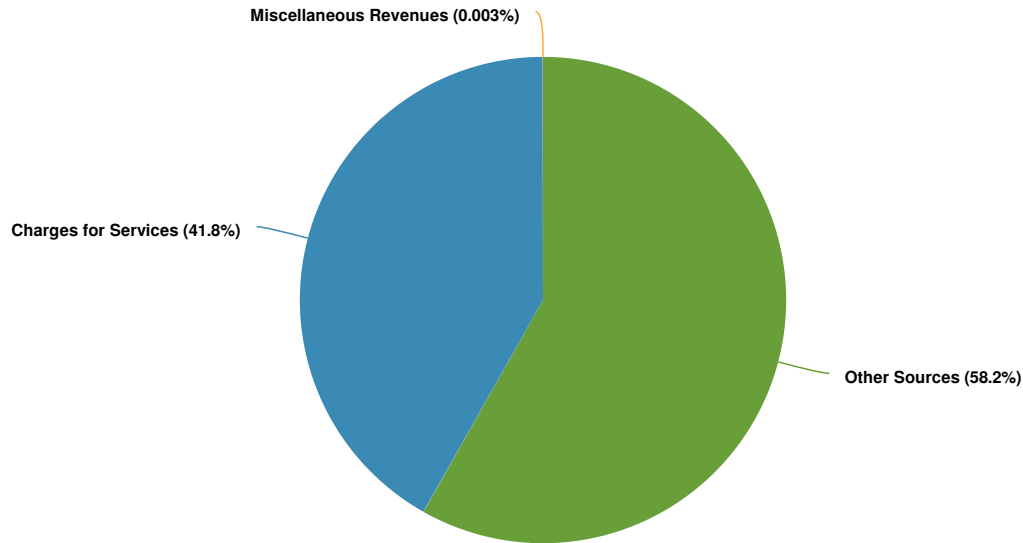
Wastewater System Development Charge Fund Comprehensive Summary

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Beginning Fund Balance:		\$6,085,100	\$804,515	-\$954,337
Revenues				
Charges for Services		\$3,981,756	\$5,979,400	\$7,150,000
Miscellaneous Revenues		\$860	\$500	\$500
Other Sources		\$679,023	\$9,500,000	\$9,950,000
Total Revenues:		\$4,661,639	\$15,479,900	\$17,100,500
Expenditures				
Operating Expenses		\$389	\$0	\$15,000,500
Capital Outlay		\$0	\$15,358,637	\$2,000,000
Debt Service		\$1,406	\$75,600	\$75,630
Intragovernmental Transfers		\$753,202	\$0	\$0

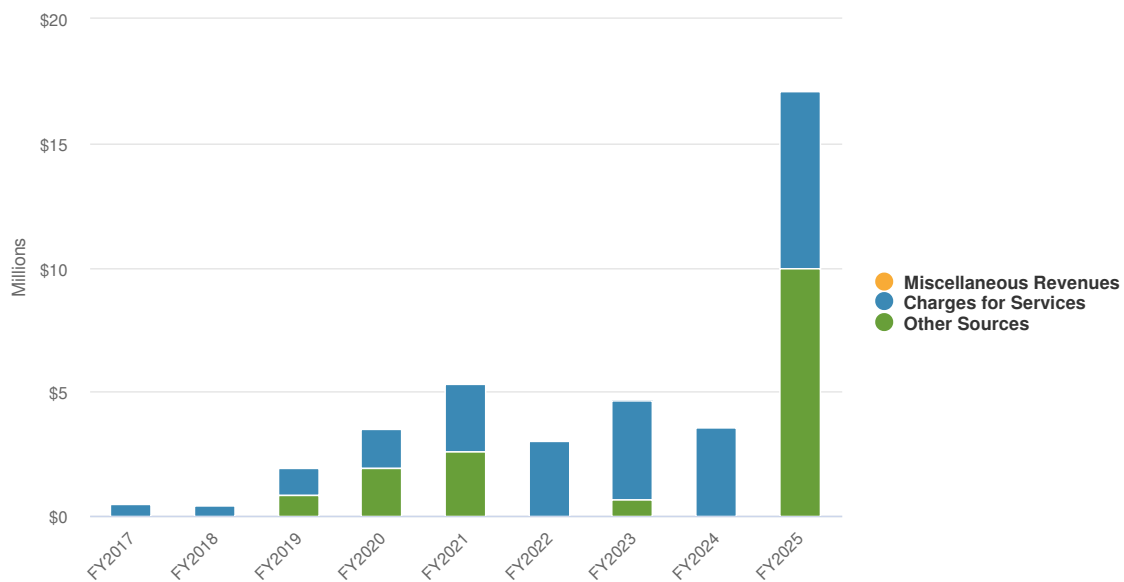
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted
Fund Balance		\$0	-\$954,337	\$24,370
Total Expenditures:		\$754,996	\$14,479,900	\$17,100,500
Total Revenues Less Expenditures:		\$3,906,643	\$1,000,000	\$0
Ending Fund Balance:		\$9,991,743	\$1,804,515	-\$954,337

Revenues by Source

Projected 2025 Revenues by Source



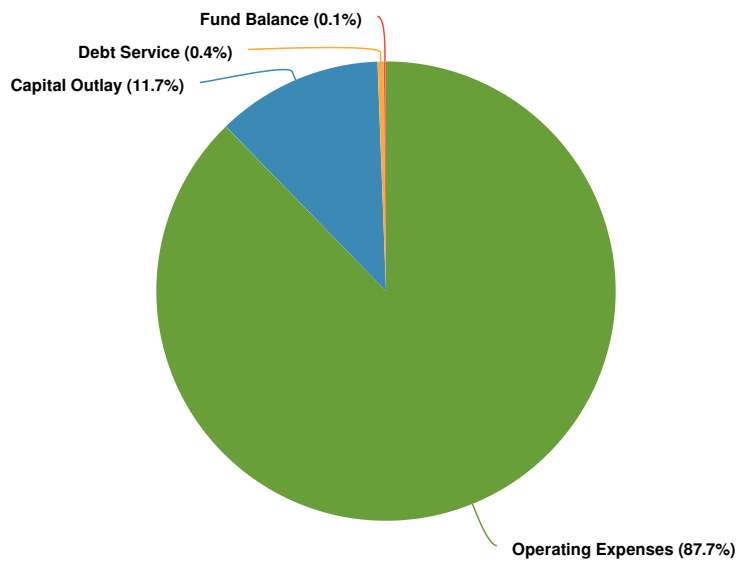
Budgeted and Historical 2025 Revenues by Source



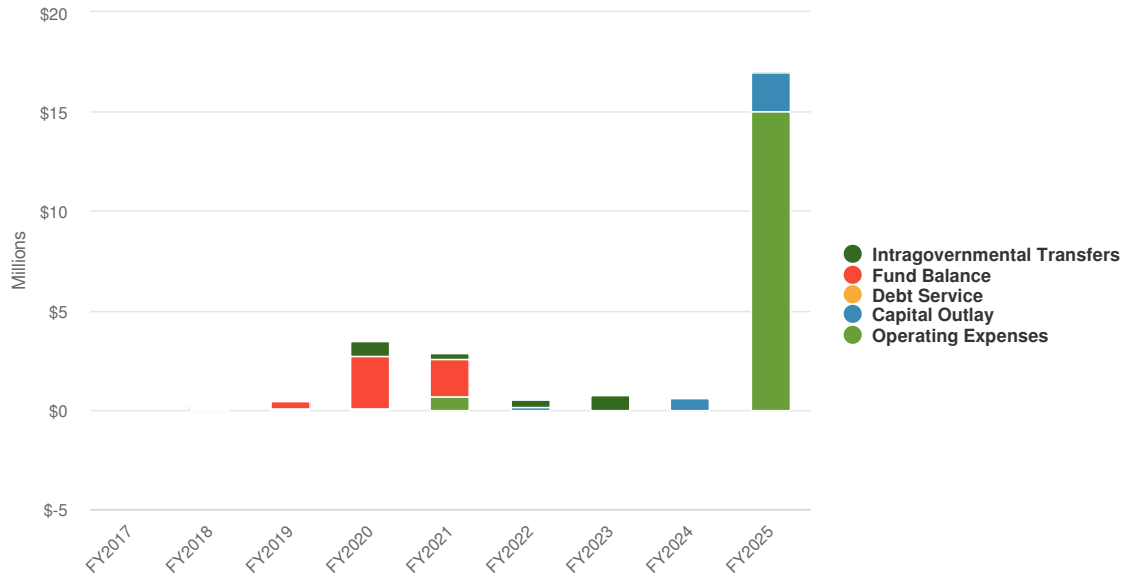
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Revenue Source					
Charges for Services		\$3,981,756	\$5,979,400	\$7,150,000	19.6%
Miscellaneous Revenues		\$860	\$500	\$500	0%
Other Sources		\$679,023	\$9,500,000	\$9,950,000	4.7%
Total Revenue Source:		\$4,661,639	\$15,479,900	\$17,100,500	10.5%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Operating Expenses		\$389	\$0	\$15,000,500	N/A
Capital Outlay		\$0	\$15,358,637	\$2,000,000	-85.2%
Debt Service		\$1,406	\$75,600	\$75,630	0%
Intragovernmental Transfers		\$753,202	\$0	\$0	0%
Fund Balance		\$0	-\$954,337	\$24,370	-98.7%
Total Expense Objects:		\$754,996	\$14,479,900	\$17,100,500	10.5%

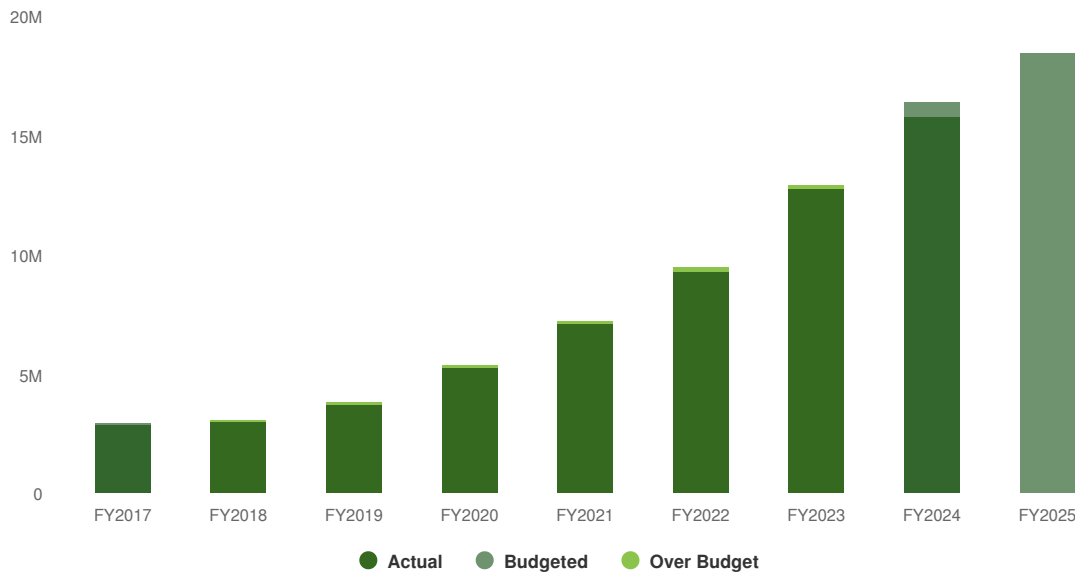
FUNDING SOURCES

Ad Valorem Summary

Ad Valorem is the term used to describe property tax. The City budgets property tax revenue conservatively, budgeting to collect 96% of the projected property tax revenue. In FY25, the City adopted a millage rate of 2.8287. Budgeted ad valorem tax revenues are calculated by multiplying the approved millage rate per \$1,000 of the aggregate assessed property value (as certified by the Property Appraiser) times 96%. Ad Valorem is one of the City's major revenue sources for the General Fund.

\$18,515,900 **\$2,115,770**
(12.90% vs. prior year)

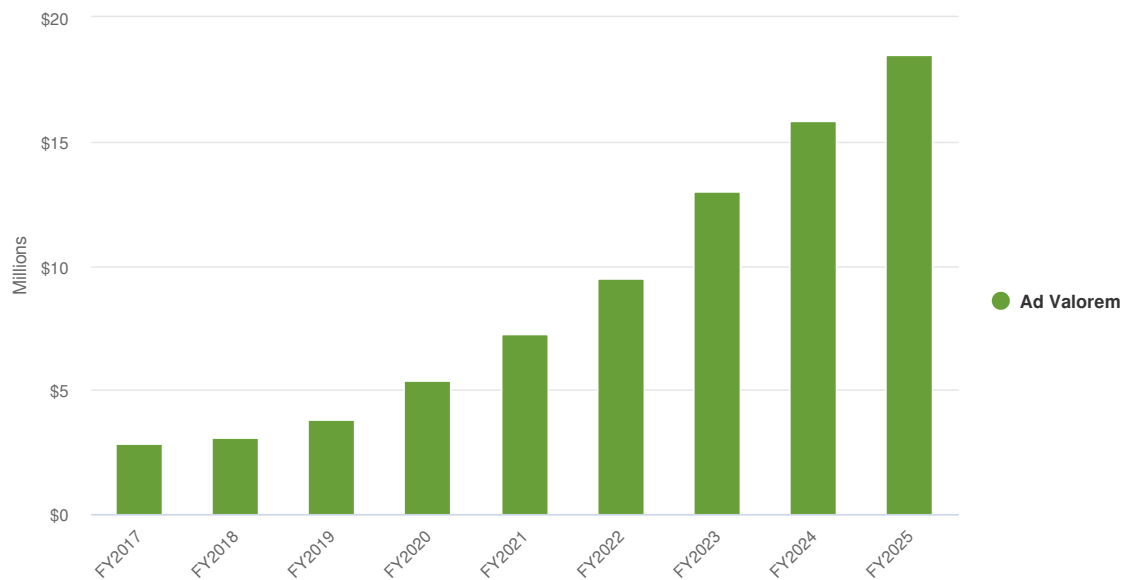
Ad Valorem Proposed and Historical Budget vs. Actual



Revenues by Source

In FY25, Ad Valorem budgeted revenue is \$18,515,900, which is 12.9% more than FY24. With the residential and commercial development that is ongoing within The Villages® the City expects to continue to see significant increases in ad valorem revenue.

Budgeted and Historical 2025 Revenues by Source



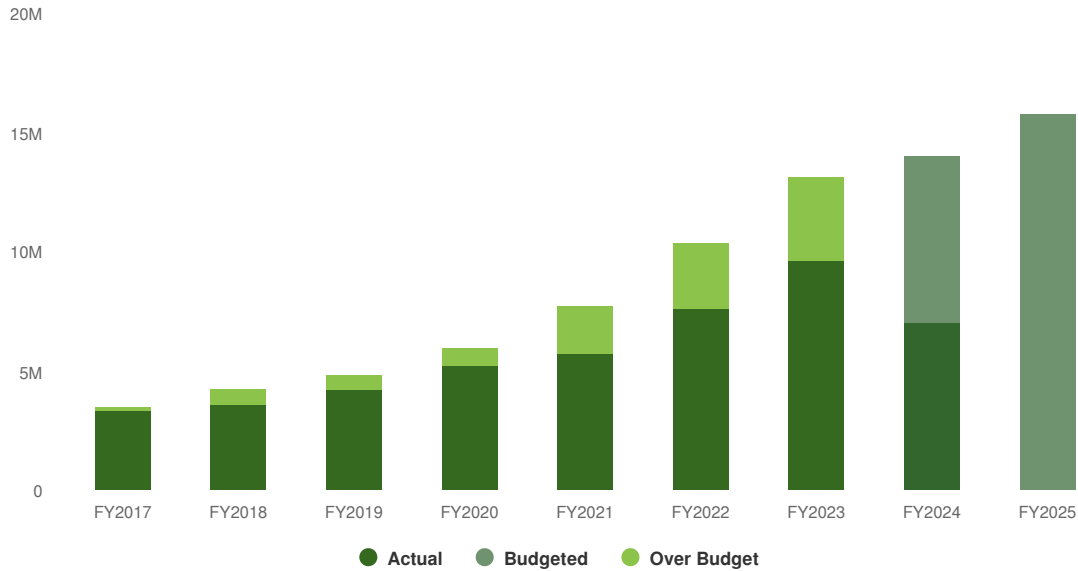
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Revenue Source						
Taxes						
Ad Valorem						
AD VALOREM TAXES	001-311-1000	\$12,981,779	\$16,400,130	\$18,515,900	12.9%	
Total Ad Valorem:		\$12,981,779	\$16,400,130	\$18,515,900	12.9%	
Total Taxes:		\$12,981,779	\$16,400,130	\$18,515,900	12.9%	
Total Revenue Source:		\$12,981,779	\$16,400,130	\$18,515,900	12.9%	

Other Taxes Summary

In addition to Ad Valorem taxes, the City receives other types of taxes. These taxes include local option gas tax, public service tax, communication service tax, and franchise fees. The taxes collected by the City are one of the major revenue sources for the General Fund.

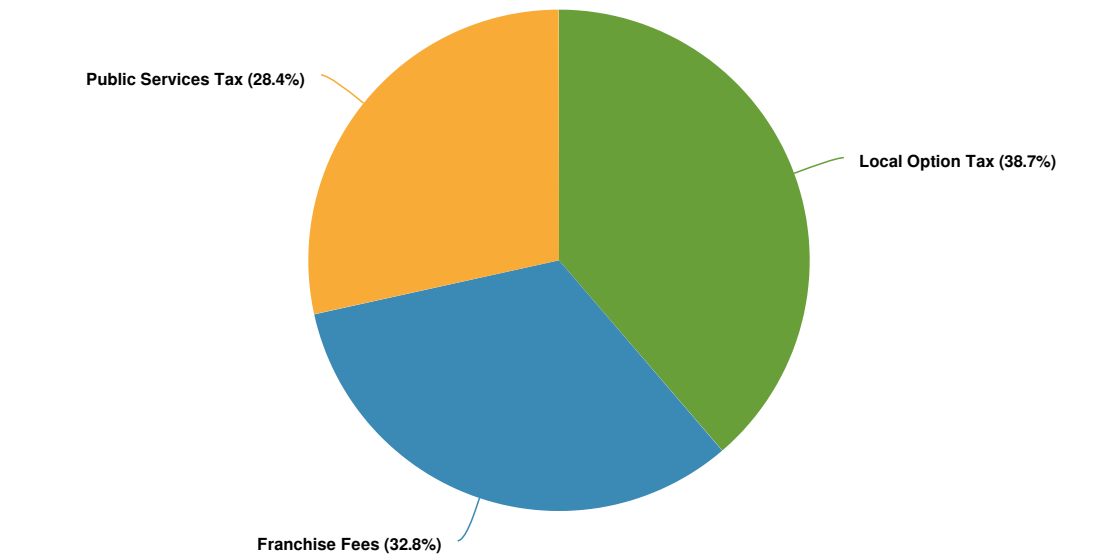
\$15,775,440 **\$1,723,240**
(12.26% vs. prior year)

Other Taxes Proposed and Historical Budget vs. Actual

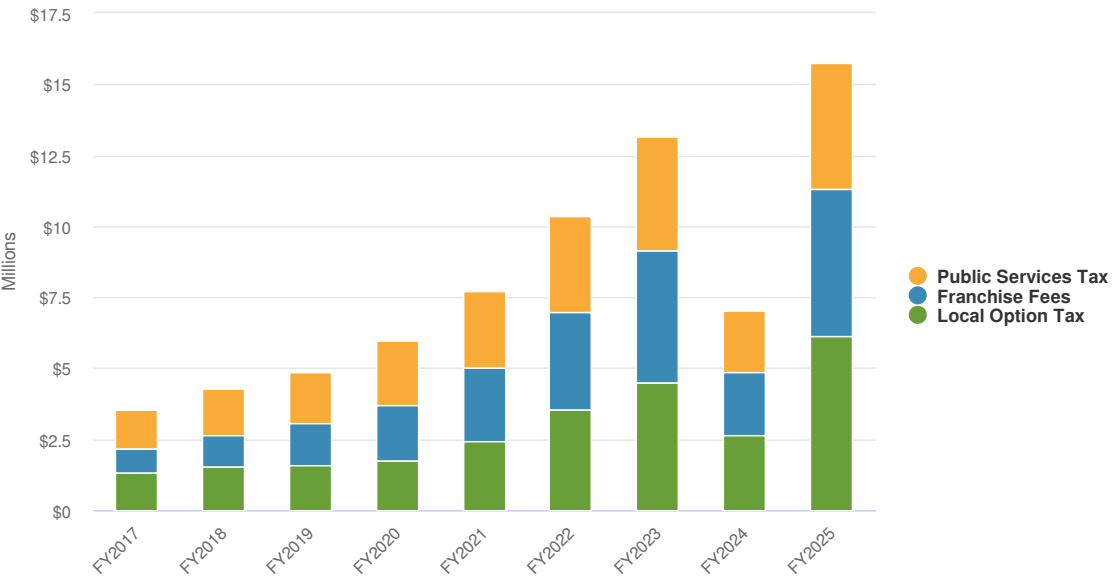


Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Revenue Source						
Taxes						
Local Option Tax						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
LOCAL OPTION GAS TAX	001-312-4100	\$707,889	\$1,125,000	\$1,237,500	10%	
DISCRETIONARY/LOCAL GOVT. INFRA	001-312-6000	\$3,810,789	\$4,415,000	\$4,870,300	10.3%	
Total Local Option Tax:		\$4,518,678	\$5,540,000	\$6,107,800	10.2%	
Franchise Fees						
FRANCHISE TAX-/PROGRESS ENERGY SVCS	001-313-1000	\$1,046,043	\$1,050,000	\$1,155,000	10%	
FRANCHISE TAX- SECO	001-313-1010	\$1,551,763	\$1,600,000	\$1,760,000	10%	
LEESBURG ELECTRIC FRANCHISE FEE	001-313-4080	\$79,326	\$90,000	\$99,000	10%	
FRANCHISE TAX- TECO/PEOPLES GAS	001-313-4160	\$313,002	\$360,000	\$396,000	10%	
FENNEY WATER CONS AUTHORITY- UTILITY TAX	001-313-4170	\$38,038	\$60,000	\$66,000	10%	
GIBSON PLACE WATER CONSERV AUTH FRAN FEE	001-313-4175	\$323	\$0	\$0	N/A	
LEESBURG GAS FRANCHISE FEE	001-313-4180	\$61,554	\$75,000	\$82,500	10%	
MIDDLETON WATER CONSERV AUTH FRAN FEES	001-313-4185	\$1,861	\$0	\$15,000	N/A	
SOUTH SUMTER UTILITY COMPANY FRANCHISE	001-313-4190	\$695,644	\$965,000	\$965,000	114.4%	
MIDDLETON UTILITY CO FRANCHISE FEES	001-313-4195	\$1,851	\$0	\$15,000	N/A	
GIBSON PLACE UTILITY CO FRAN FEES	001-313-4196	\$44	\$0	\$500	N/A	
FRANCHISE TAX- WASTE MGMNT- REFUSE SVCS	001-313-5000	\$226,461	\$220,000	\$242,000	10%	
TRI-COUNTY SANITATION FRANCHISE FEE	001-313-5001	\$426,941	\$350,000	\$385,000	10%	
FRANCHISE FEE - SEWWC	001-313-5003	\$184,026	\$325,000	\$0	-100%	
Total Franchise Fees:		\$4,626,876	\$5,095,000	\$5,181,000	13.1%	
Public Services Tax						
UTILITY TAX-PROGRESS ENERGY SVCS.	001-314-1000	\$892,573	\$890,710	\$896,500	10%	
UTILITY TAX-SUMTER ELECTRIC	001-314-1010	\$1,233,031	\$1,360,000	\$1,265,000	10%	
UTILITY TAX-WATER SALES	001-314-3000	\$133,215	\$115,000	\$126,500	10%	
THE VILLAGES-5% WATER UTILITY TAX	001-314-3002	\$226,700	\$250,000	\$275,000	10%	
CENTRAL SUMTER UTILITY CO. LLC	001-314-3003	\$132,937	\$200,000	\$220,000	10%	
UTILITY TAX-SUBURBAN PROPANE	001-314-4000	\$15,677	\$17,000	\$18,700	10%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
FERRELLGAS LP	001-314-4030	\$1,698	\$1,500	\$1,500	0%	
CIRCLE K STORES	001-314-4040	\$279	\$200	\$200	0%	
LEESBURG ELECTRIC UTILITY TAX	001-314-4080	\$54,268	\$55,000	\$60,500	10%	
LEESBURG GAS UTILITY TAX	001-314-4081	\$92,701	\$90,000	\$99,000	10%	
INTERCONN RESOURCES LLC	001-314-4100	\$13,251	\$15,000	\$15,000	0%	
CVS	001-314-4150	\$309	\$300	\$300	0%	
AMERIGAS PROPANE	001-314-4151	\$6,852	\$9,000	\$8,000	-11.1%	
LOWE'S PROPANE TAX	001-314-4152	\$2,059	\$2,500	\$2,500	0%	
BLOSSMAN COMPANIES PROPANE TAX	001-314-4153	\$355	\$300	\$300	0%	
TECO-PEOPLES GAS	001-314-4160	\$318,156	\$360,000	\$396,000	10%	
GAS SOUTH UTILITY TAX	001-314-4162	\$670	\$400	\$440	10%	
SOUTH SUMTER UTILITY CO UTILITY TAX	001-314-4190	\$214,991	\$170,000	\$187,000	10%	
PUBLIX UTILITY TAX	001-314-4191	\$1,027	\$1,000	\$1,000	0%	
MIDDLETON UTILITY CO UTILITY TAX	001-314-4195	\$756	\$0	\$5,000	N/A	
GIBSON PLACE UTILITY CO UTIL TAX	001-314-4196	\$0	\$0	\$200	N/A	
STATE COMMUNICATIONS TAX	001-314-9010	\$673,980	\$680,000	\$908,000	33.5%	
Total Public Services Tax:		\$4,015,486	\$4,217,910	\$4,486,640	14.1%	
Total Taxes:		\$13,161,040	\$14,852,910	\$15,775,440	12.3%	
Total Revenue Source:		\$13,161,040	\$14,852,910	\$15,775,440	12.3%	

Local Option Taxes

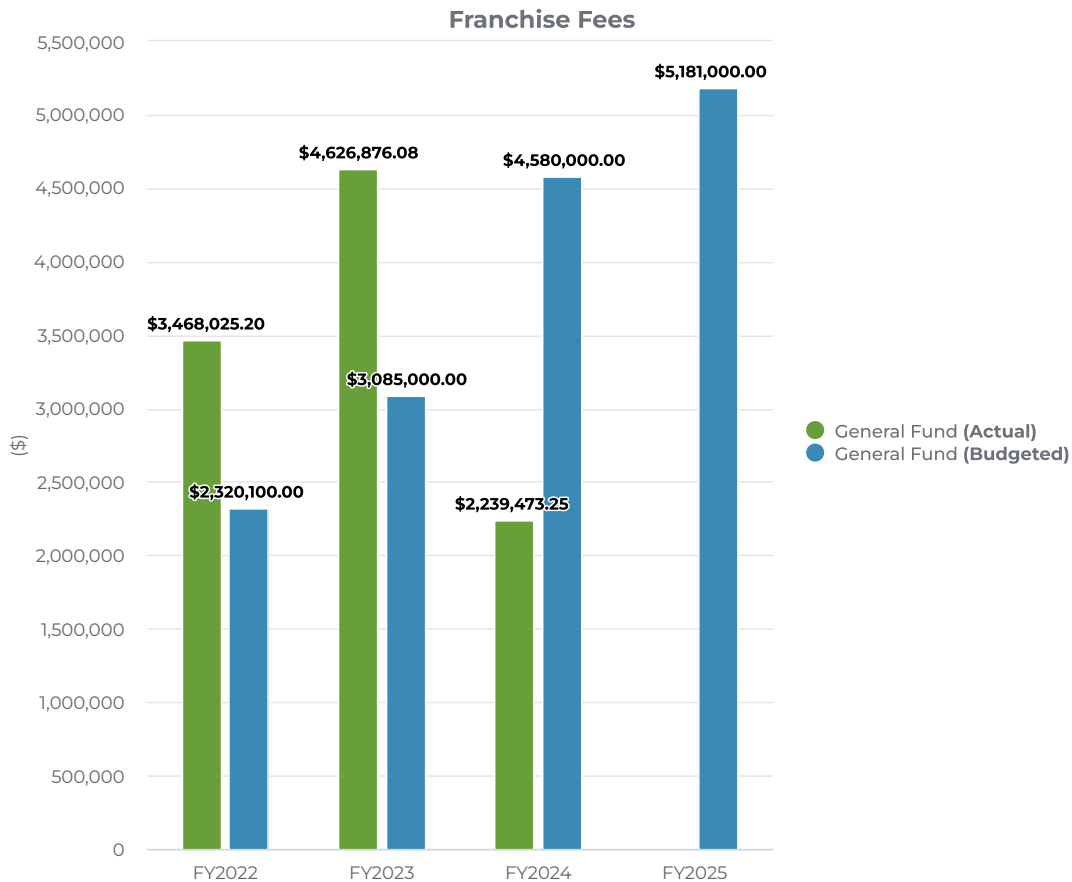
Wildwood, residing within Sumter County, is the recipient of several types of local option tax revenues. Included in this category are the Local Option Fuel Tax, and the Discretionary Sales Surtax. Sumter County levies a tax of six cents per gallon of motor fuel and diesel sold within the county, known as the Local Option Fuel Tax. Utilization of the proceeds of this tax is limited to transportation expenditures for public transportation operations and maintenance; roadway and right-of-way maintenance and equipment and structures used primarily for the storage and maintenance of such equipment; roadway and right-of-way drainage; street lighting installation, operation, maintenance, and repair; traffic signs, traffic engineering, signalization, and pavement markings installation, operation, maintenance, and repair; bridge maintenance and repair; and debt service and current expenditures for transportation capital projects in the foregoing program areas, including construction or reconstruction of roads and sidewalks. Distributions of the revenues of these fuel taxes are pursuant to an Interlocal agreement between the City of Wildwood and Sumter County. In FY 25, it is projected that the total revenues related to Local Option Taxes will increase by approximately 10%.



Franchise Fees

Franchise fees from water, wastewater, electric and solid waste utilities are included in this category and are estimated based on projections. The level of revenue generated from franchise fees is very similar to that of the public service tax and generally fluctuates at a corresponding rate.

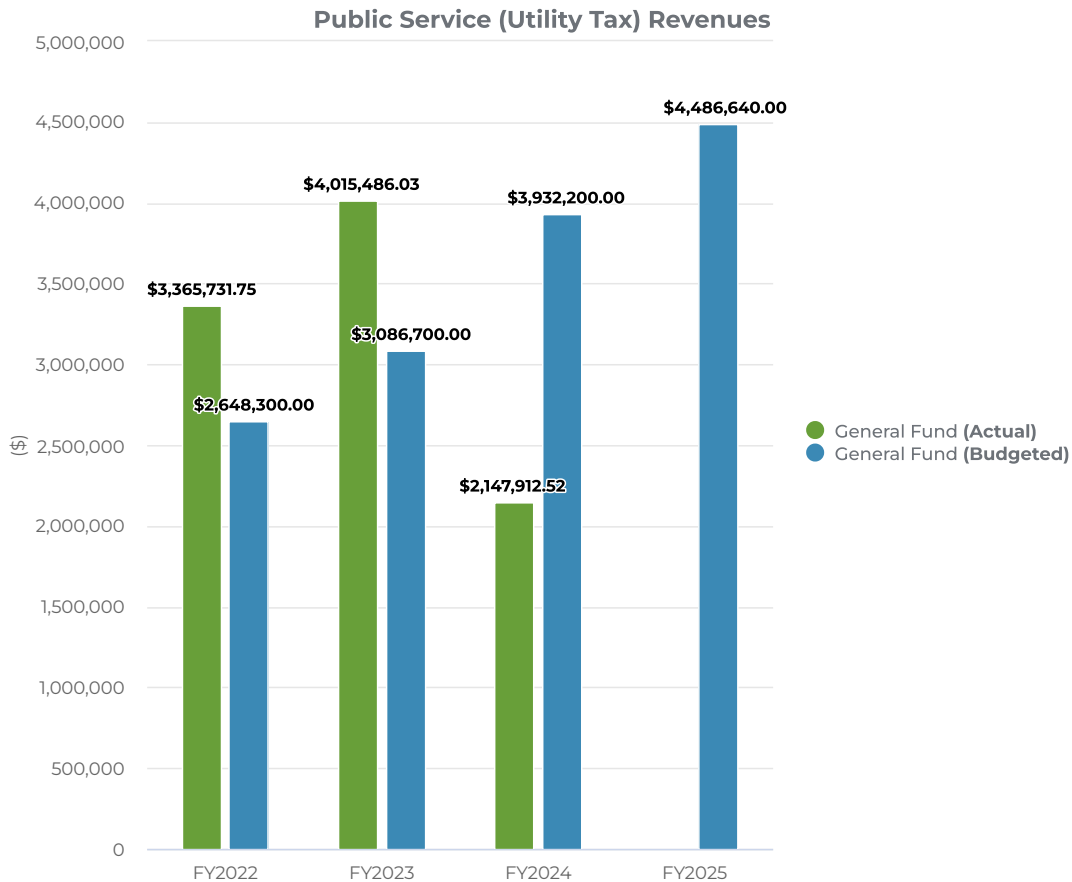
The City has seen a significant increase in public service tax and franchise fee revenue in recent years. The increase is related to the growth within the City, but also is related to relatively new sources. One such newer source is the natural gas tax. While not a new tax, the use of natural gas was relatively scarce within the City until recent years. The new developments are providing natural gas within their areas, thereby creating a new strong revenue stream for the City.



Public Service Taxes

Pursuant to provisions of Section 166.231 Florida Statute, the City Commission approved a 10% public service tax for electric and natural gas, and a 5% water tax on service sold to customers in the incorporated limits of the City of Wildwood. Referred to as “Utility Tax” within the City’s reports, the public service tax revenues were projected based upon historical data and present economic conditions.

Included in the public service tax category is the communications services tax.

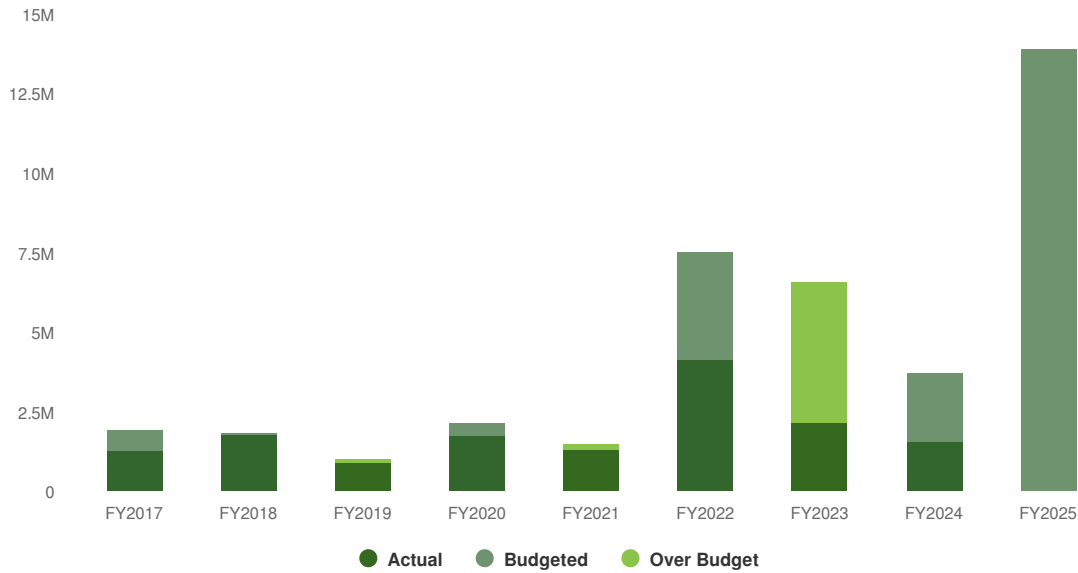


Intergovernmental Revenue Summary

Intergovernmental revenues are those funds received from other governments in the form of shared revenues or grants, or as reimbursements for performance of general government functions and specific services for the paying government. Included in the City's intergovernmental revenues are the Local Government Half-cent Sales Tax, the Municipal Revenue Sharing Program revenue, the Mobile Home License Tax, and the Alcoholic Beverage Tax.

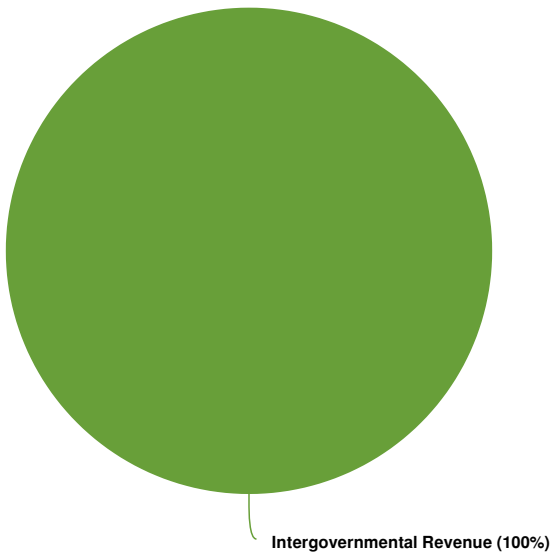
\$13,935,370 **\$10,212,070**
(274.27% vs. prior year)

Intergovernmental Revenue Proposed and Historical Budget vs. Actual



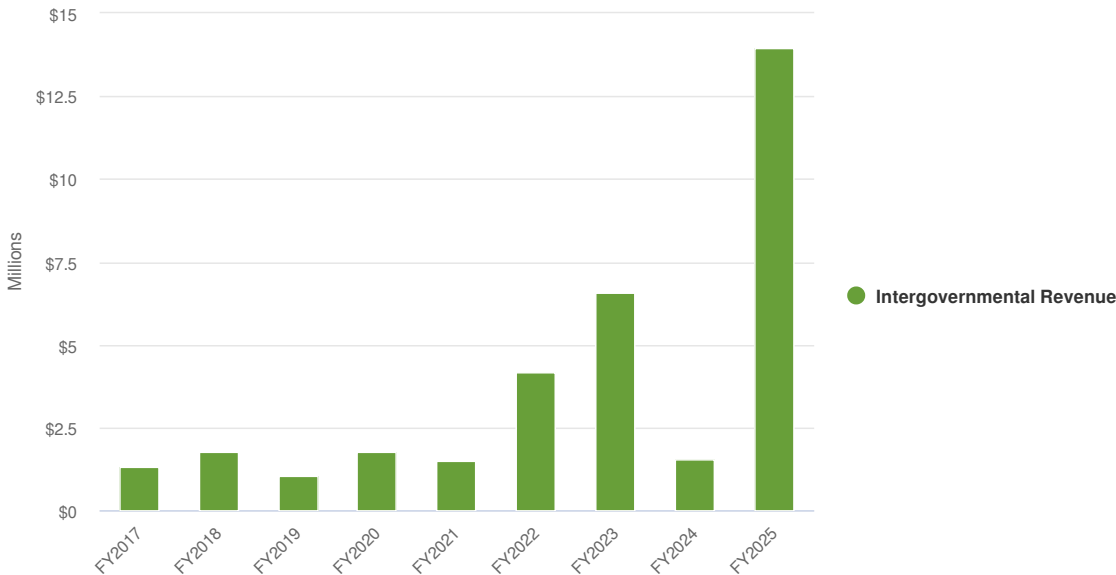
Revenues by Source

Projected 2025 Revenues by Source



In FY25, the total intergovernmental revenue is projected to increase over the FY24 budgeted revenues by approximately 274%. This is mostly due to the City's increased efforts in applying for grant funding, and successfully being awarded grant funding, especially for the new Wastewater Treatment Plant project.

Budgeted and Historical 2025 Revenues by Source

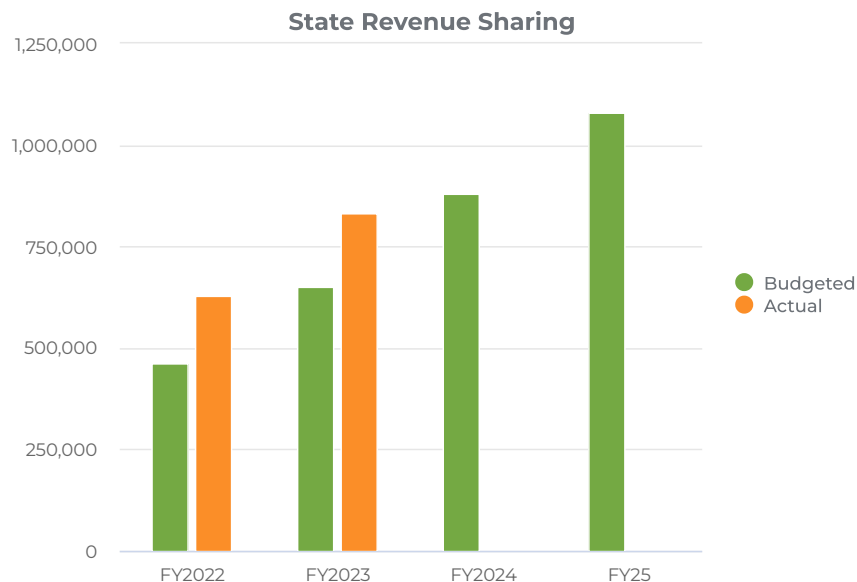


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Revenue Source						
Intergovernmental Revenue						
Intergovernmental Revenue						
FEMA GRANT	001-331-5000	\$65,810	\$0	\$0	0%	
STATE REVENUE SHARING	001-335-1200	\$832,341	\$881,300	\$1,080,800	22.6%	
MOBILE HOME LICENSES	001-335-1400	\$16,523	\$15,000	\$16,500	10%	
STATE BEVERAGE LICENSES	001-335-1600	\$7,609	\$7,500	\$7,500	0%	
1/2 CENT SALES TAX	001-335-1800	\$2,021,608	\$1,919,500	\$2,255,570	17.5%	
FEDERAL GRANT REVENUE	301-331-9000		\$0	\$675,000	N/A	
STATE GRANT REVENUE	301-334-9000	\$0	\$900,000	\$650,000	-27.8%	
FED GRANT - AMERICAN RESCUE PLAN FUNDS	402-331-3100	\$3,644,211	\$0	\$9,250,000	N/A	
Total Intergovernmental Revenue:		\$6,588,102	\$3,723,300	\$13,935,370	274.3%	
Total Intergovernmental Revenue:		\$6,588,102	\$3,723,300	\$13,935,370	274.3%	
Total Revenue Source:		\$6,588,102	\$3,723,300	\$13,935,370	274.3%	

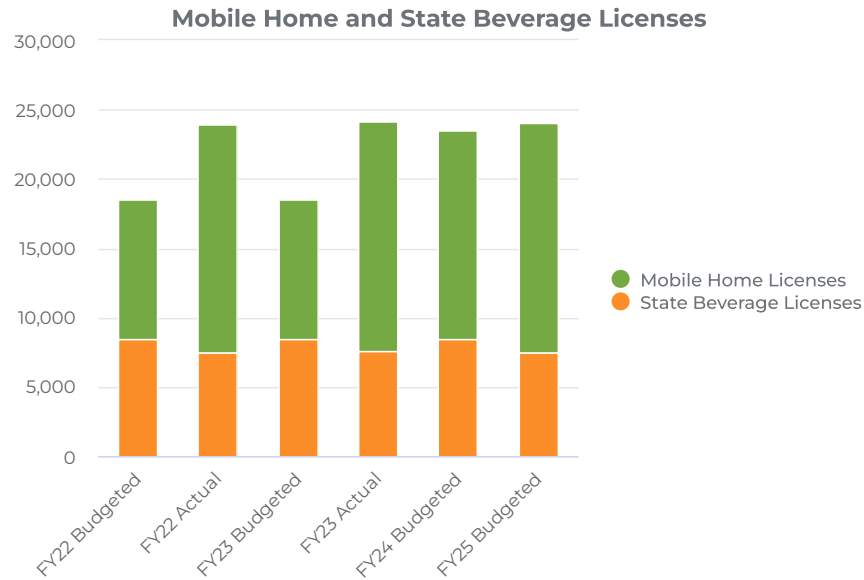
State Revenue Sharing

The Municipal Revenue Sharing Program also distributes a portion of the State's sales and use tax collections. The distribution formula for the revenues is population based. A portion of the revenue distribution is derived from the municipal fuel tax, therefore the State mandates that a portion of the revenue from the program be dedicated to transportation related activities; in FY25 that percentage is 17%. The remaining funds can be used for any purpose with the exception that only 50% of the prior year's receipts can be pledged to pay principal and interest on bonds or other forms of indebtedness.



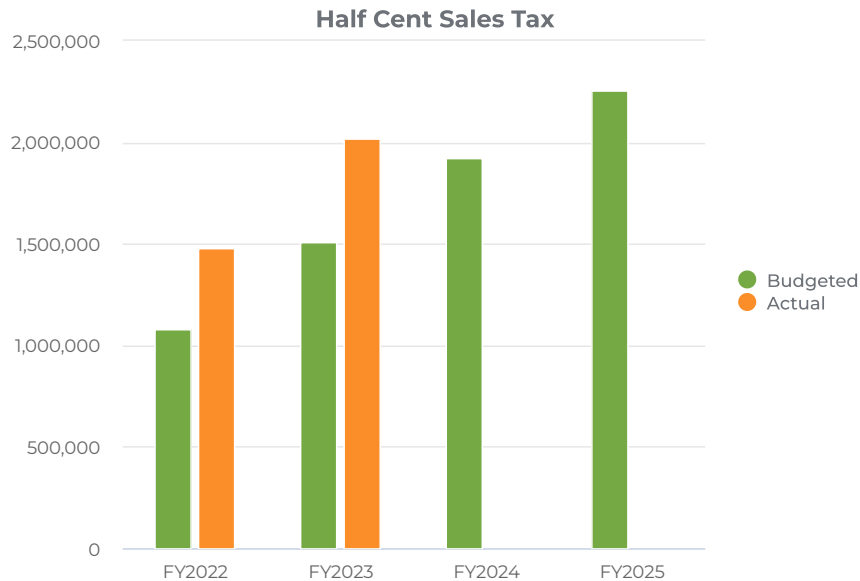
Mobile Home and State Beverage Licenses

The City also receives a small amount of revenue from the Mobile Home License Tax program and the Alcoholic Beverage Tax. Both taxes are distributed based upon the location of the units within the municipality and the revenues from both sources can be used for any purpose.



Half Cent Sales Tax

The largest source of revenue among these programs is the half-cent sales tax. The program distributes a portion of the State's sales tax revenue to counties and municipalities. The distribution formula is population based. The revenues are to be used for municipal-wide programs or property tax relief and can also be pledged to pay principal and interest on capital project expenses.

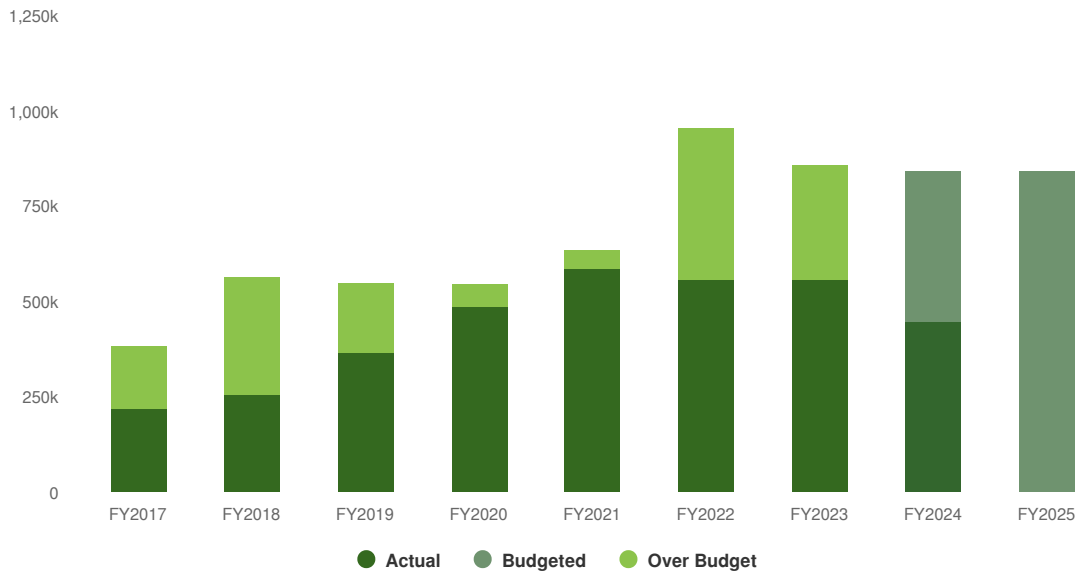


Charges For Services General Fund Summary

In the General Fund, charges for services primarily include facility rental fees and fees collected from the Development Services Department related to development activity.

\$841,900 **\$0**
(0.00% vs. prior year)

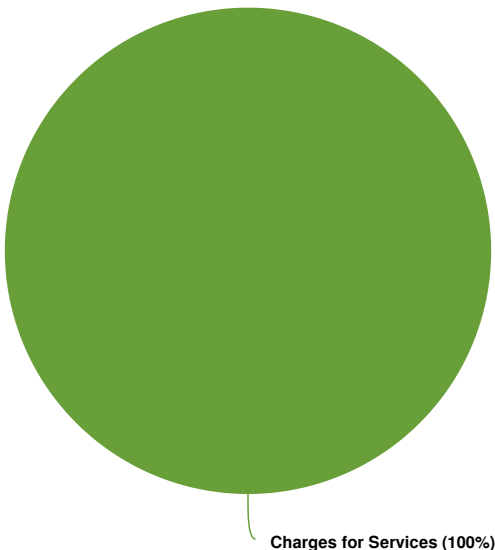
Charges For Services General Fund Proposed and Historical Budget vs. Actual



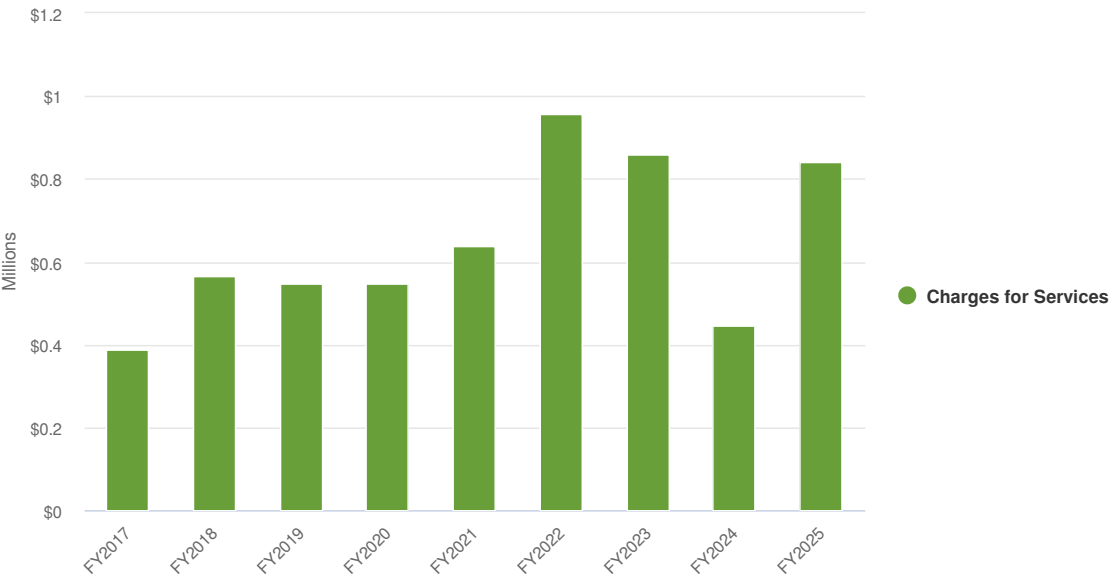
In FY25, budgeted revenue generated from Charges for Services is \$841,900 , which equates to 1.8% of the projected revenue in the General Fund. The actual revenue generated in this area can vary widely based on the level of development activity in any given year. In the chart shown above, FY17, FY18 and FY19 were extremely heavy development years, which can be seen in the higher numbers for those years.

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Revenue Source						
Charges for Services						
Charges for Services						

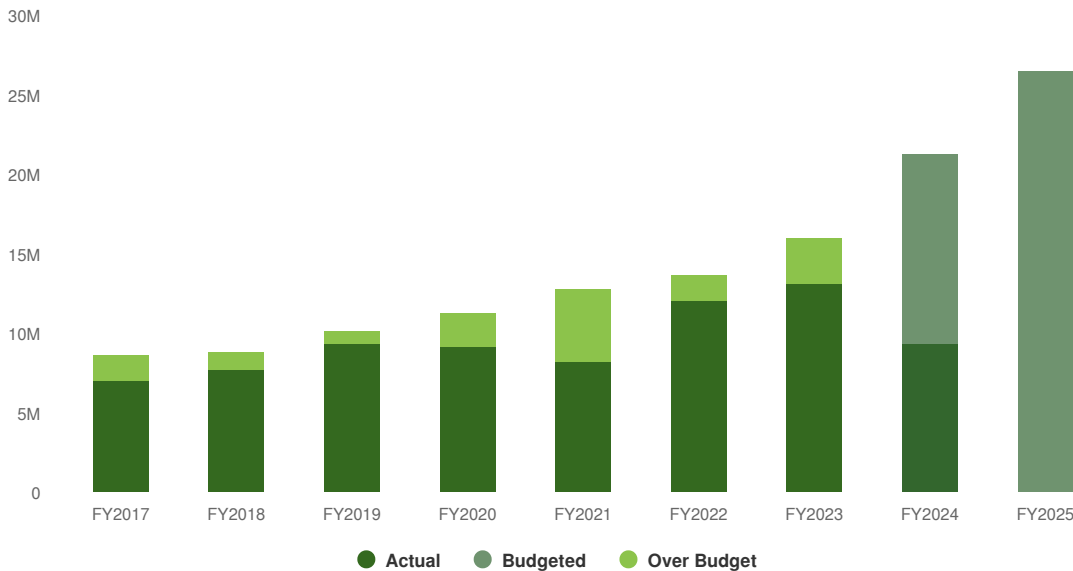
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
COMMUNITY DEVELOPMENT SERVICES	001-341-2006	\$647,526	\$759,000	\$759,000	0%	
TREE MITIGATION PERMITS	001-341-2010	\$93,452	\$500	\$500	0%	
BUILDING RENTAL-WILDWOOD COMMUNITY CENTER	001-347-5300	\$101,081	\$70,000	\$70,000	0%	
COMMUNITY CENTER-RESERVATION FEES	001-347-5302	\$530	\$0	\$0	0%	
COMMUNITY CENTER STAFF FEES	001-347-5304	\$300	\$0	\$0	0%	
BUILDING RENTAL-OXFORD COMMUNITY CENTER	001-347-5305	\$11,805	\$10,000	\$10,000	0%	
BUILDING RENTAL-MLK JR COMMUNITY CENTER	001-347-5306	\$1,864	\$1,500	\$1,500	0%	
OUTDOOR BUILDING RENTALS	001-347-5307	\$199	\$100	\$100	0%	
OPEN SPACE RENTALS	001-347-5308	\$1,190	\$800	\$800	0%	
Total Charges for Services:		\$857,946	\$841,900	\$841,900	0%	
Total Charges for Services:		\$857,946	\$841,900	\$841,900	0%	
Total Revenue Source:		\$857,946	\$841,900	\$841,900	0%	

Charges For Services Utility Fund Summary

Charges for services in the Utility Fund primarily include the fees associated with our Water and Wastewater services. This is the major source of revenue for the Utility Fund, and fully supports all functions in our Water and Wastewater Divisions. Typically, the utility rates are adjusted each year in accordance with the Consumer Price Index (CPI), specifically for the water and wastewater maintenance index. In FY24, a Utility Revenue Sufficiency Analysis was completed in conjunction with the new Wastewater Treatment Plant design. The analysis outlined a temporary need for a rate increase for the next three years to cover our new debt services for the new Wastewater Treatment Plant and our current debt obligations. In FY25, the water service rate will increase by 4%, which is in accordance with the CPI, and the wastewater service rate will increase by 20%. This averages out to an approximate overall service rate increase of 15% for FY25.

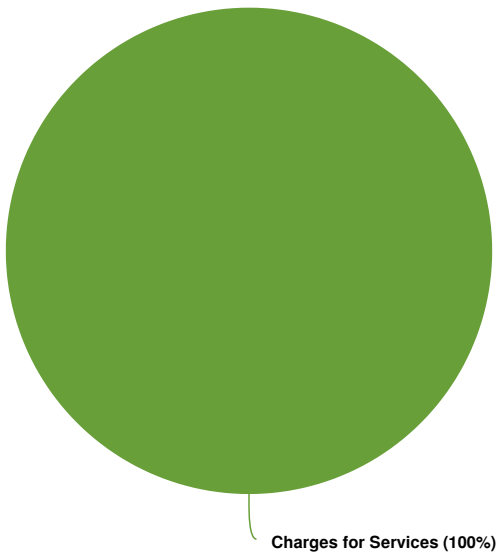
\$26,521,230 **\$5,156,880**
(24.14% vs. prior year)

Charges For Services Utility Fund Proposed and Historical Budget vs. Actual

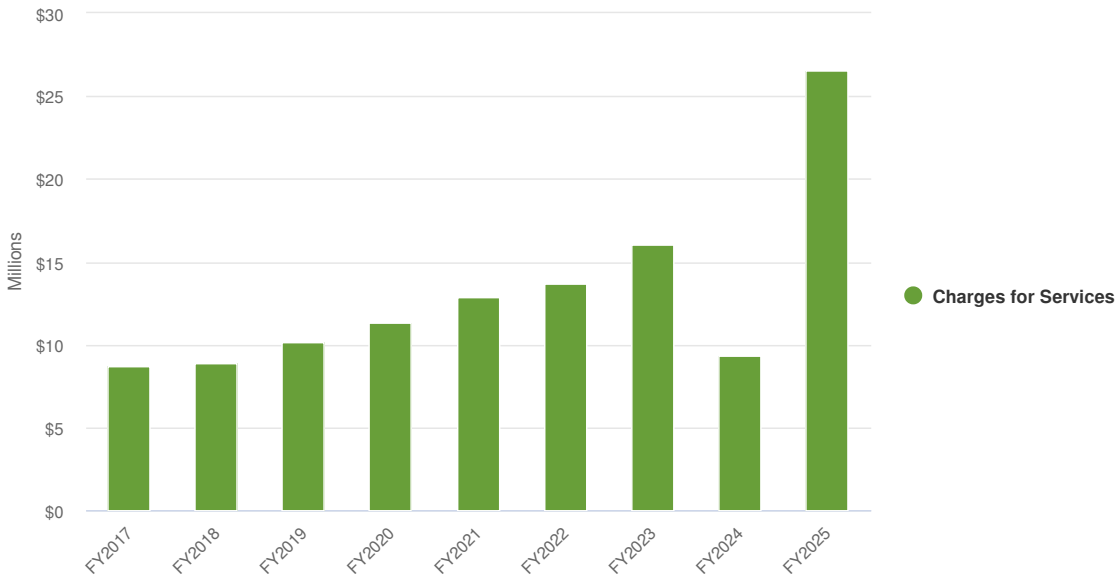


Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Revenue Source						
Charges for Services						
Charges for Services						

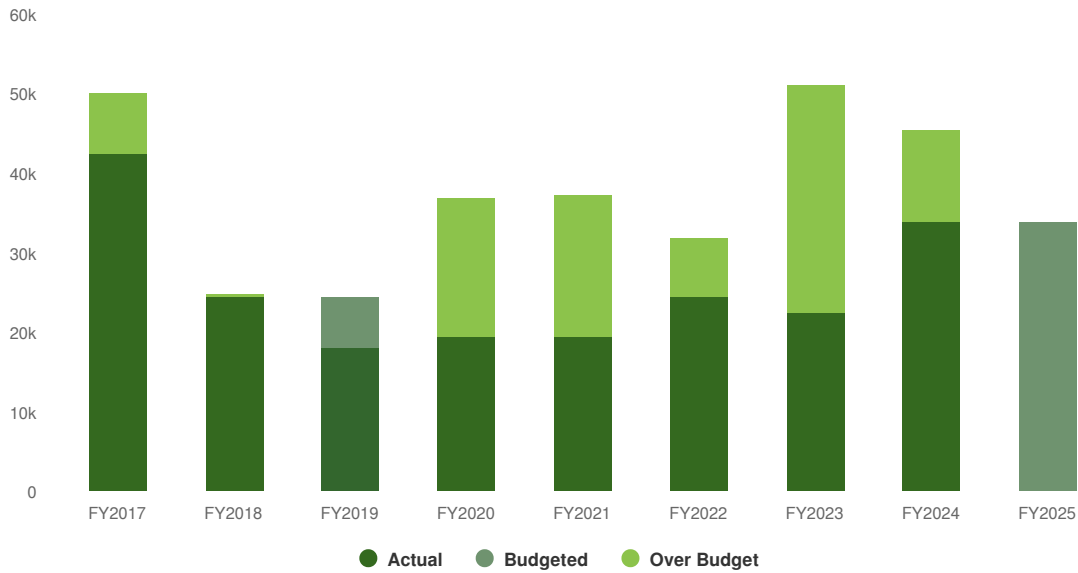
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
WATER SALES-OPERATING INCOME	401-343-3100	\$3,564,170	\$4,016,300	\$4,859,723	21%	
WATER- METER INSTALLATIONS	401-343-3500	\$346,339	\$263,000	\$263,000	0%	
WATER- OTHER (ON/OFF FEES)	401-343-3510	\$40,145	\$30,000	\$30,000	0%	
WATER INCOME-OTHER	401-343-3520	\$21,612	\$10,000	\$10,000	0%	
RETURN CHECK BILLINGS	401-343-3521	-\$25,483	\$0	\$0	0%	
SEWER OPERATING INCOME-BILLINGS	401-343-5100	\$5,226,279	\$7,100,600	\$9,614,212	35.4%	
SEWER OTHER MISC	401-343-5510	\$0	\$12,000	\$12,000	0%	
LAND LEASE-TURTLE MOUNT(TOWER)	401-343-5511	\$15,428	\$15,000	\$15,000	0%	
TSS/COD WASTEWATER FEES	401-343-5520	\$937,238	\$800,000	\$1,000,000	25%	
REUSE WATER OPERATIONS	401-343-6100	\$138,140	\$118,450	\$130,295	10%	
WATER SDC FEES	408-343-3560	\$1,828,774	\$3,019,600	\$3,437,000	13.8%	
WASTEWATER SDC FEES	409-343-5560	\$3,981,756	\$5,979,400	\$7,150,000	19.6%	
Total Charges for Services:		\$16,074,400	\$21,364,350	\$26,521,230	24.1%	
Total Charges for Services:		\$16,074,400	\$21,364,350	\$26,521,230	24.1%	
Total Revenue Source:		\$16,074,400	\$21,364,350	\$26,521,230	24.1%	

Fines and Forfeitures Summary

These revenues include court fines and fees, and fees related to code violations. These estimates are developed from historical data trends, which remain relatively consistent from year to year. The total budgeted revenues from these sources in FY25 equals \$34,000 which equates to less than 1% of the General Fund revenues.

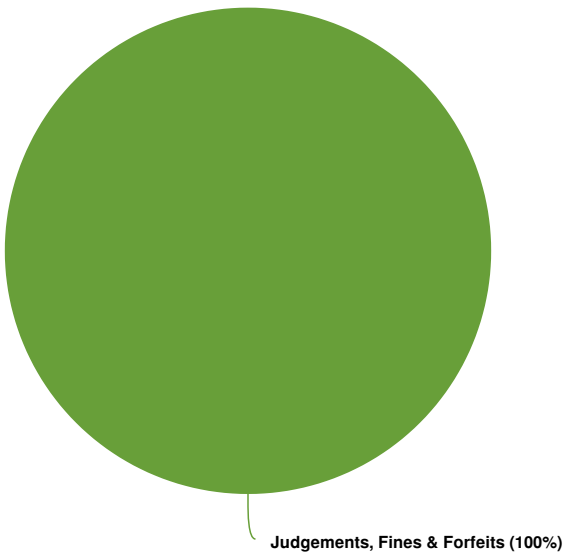
\$34,000 **\$0**
(0.00% vs. prior year)

Fines and Forfeitures Proposed and Historical Budget vs. Actual

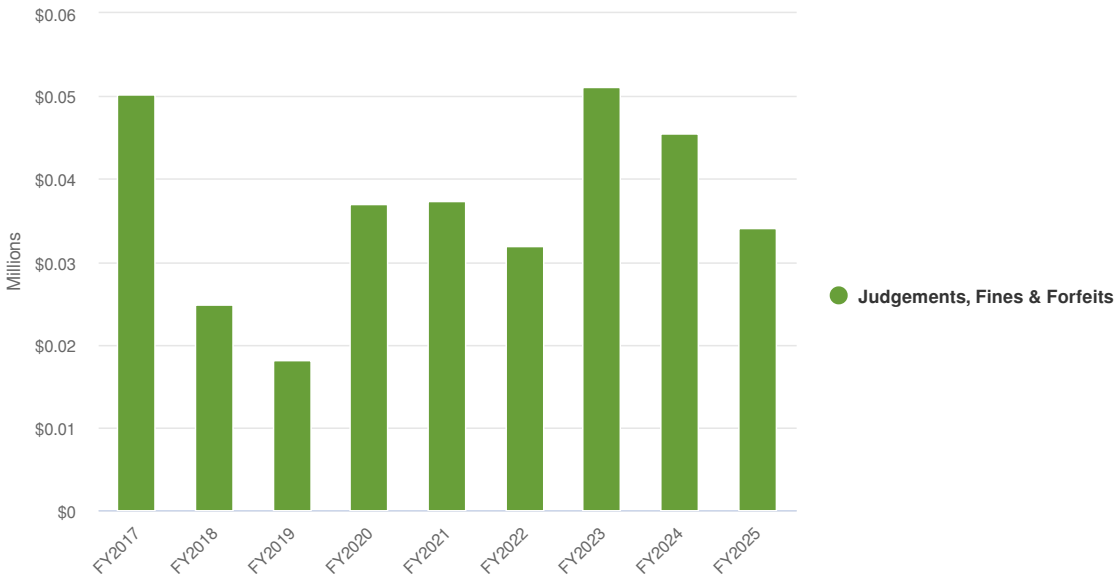


Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Revenue Source						
Judgements, Fines & Forfeits						
Judgements, Fines & Forfeits						

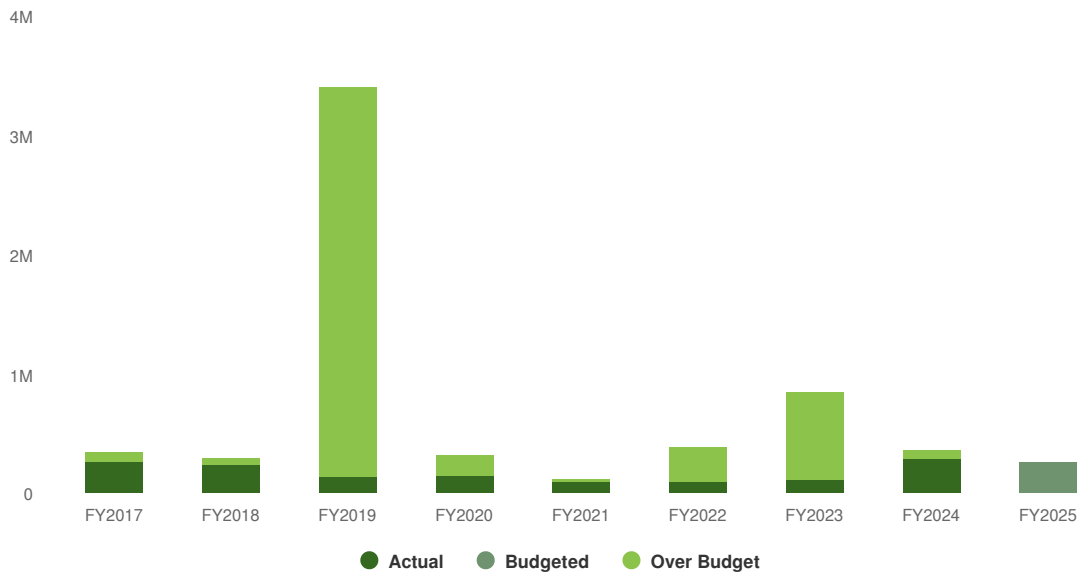
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
FINES	001-350-1000	\$45,333	\$30,000	\$30,000	0%	
CODE ENFORCEMENT	001-351-1002	\$2,213	\$1,500	\$1,500	0%	
POLICE-2ND DOLLAR FUND	001-351-3000	\$3,637	\$2,500	\$2,500	0%	
Total Judgements, Fines & Forfeits:		\$51,182	\$34,000	\$34,000	0%	
Total Judgements, Fines & Forfeits:		\$51,182	\$34,000	\$34,000	0%	
Total Revenue Source:		\$51,182	\$34,000	\$34,000	0%	

Miscellaneous Revenues Summary

These revenues include a variety of sources including interest on investments, rents, refunds, contributions, and revenues which cannot be recognized in other classifications. The revenues in this category are examined based on economic conditions, and a variety of methods are used to develop good estimates, but by their nature they can vary significantly. Projections of interest income are based on estimates of the amount that is expected to be available for investment, coupled with an expected short-term interest rate.

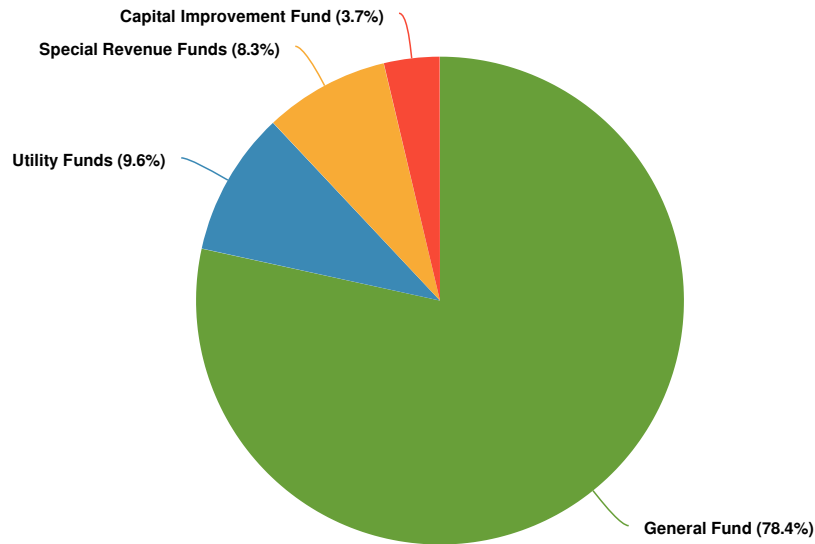
\$270,390 **-\$15,120**
(-5.30% vs. prior year)

Miscellaneous Revenues Proposed and Historical Budget vs. Actual

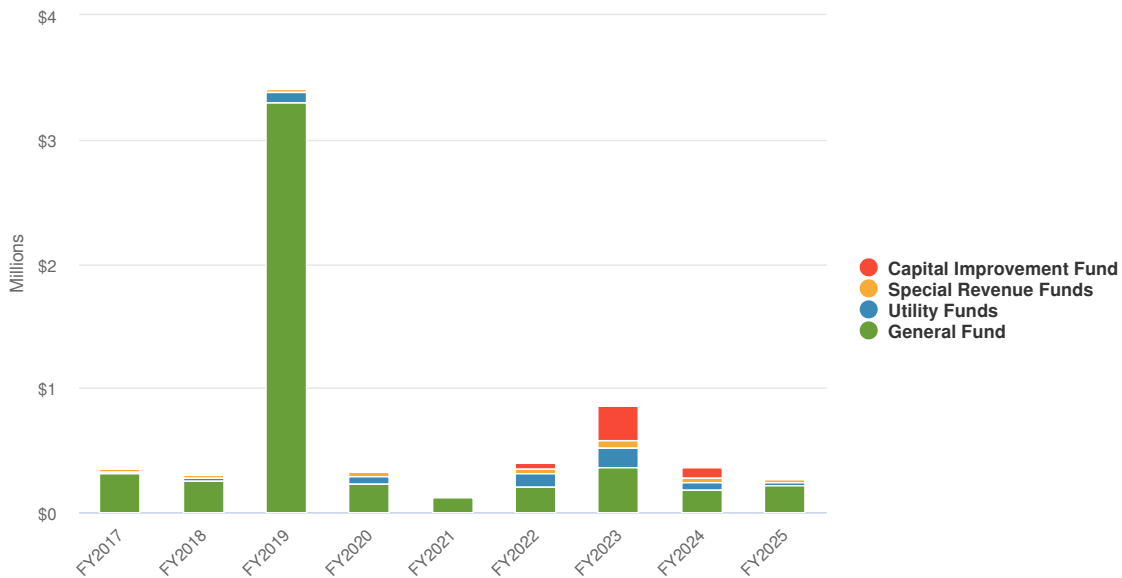


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
General Fund						
Miscellaneous Revenues						
OTHER MISCELLANEOUS REVENUE	001-369-0000	\$12,884	\$10,000	\$5,000	-50%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
STATE HIGHWAY LIGHTING AGREEMENT	001-369-0010	\$17,765	\$18,300	\$18,850	3%	
FDOT HIGHWAY MAINTENANNE AGREEMENT	001-369-0012	\$17,900	\$15,000	\$18,900	26%	
JACKSON ST. DAYCARE BDLG LEASE	001-369-0042	\$0	\$10,000	\$0	0%	
AUCTION PROCEEDS	001-369-0050	\$28,513	\$0	\$10,000	0%	
DONATIONS	001-369-0058	\$16,716	\$0	\$0	0%	
BASEBALL FIELD RENTAL	001-369-0076	\$5,035	\$3,000	\$300	-90%	
FIELD PREPARATION FEES	001-369-0078	\$954	\$500	\$500	0%	
PROGRAM REGISTRATION FEES	001-369-0792	\$40,566	\$30,000	\$30,000	0%	
CONCESSION / VENDOR FEES	001-369-0794	\$55	\$0	\$0	0%	
SPECIAL EVENT REGISTRATION FEES	001-369-0796	\$5,065	\$5,000	\$15,000	200%	
POLICE DEPT MISCELLANEOUS REVENUE	001-369-2100	\$5,525	\$3,500	\$3,500	0%	
FUEL TAX REFUND	001-369-4000	\$10,000	\$12,000	\$10,000	-16.7%	
INTEREST EARNINGS	001-361-0000	\$197,069	\$100,000	\$100,000	0%	
Total Miscellaneous Revenues:		\$358,048	\$207,300	\$212,050	2.3%	
Total General Fund:		\$358,048	\$207,300	\$212,050	2.3%	
Special Revenue Funds						
Greenwood Cemetery Fund						
Miscellaneous Revenues						
OTHER MISCELLANEOUS REVENUE	101-369-0000	\$0	\$100	\$0	-100%	
INTEREST EARNED	101-361-1350	\$371	\$200	\$200	0%	
CEMETERY LOT SALES	101-364-1000	\$1,400	\$0	\$0	0%	
Total Miscellaneous Revenues:		\$1,771	\$300	\$200	-33.3%	
Total Greenwood Cemetery Fund:		\$1,771	\$300	\$200	-33.3%	
Community Redevelopment Area Fund						
Miscellaneous Revenues						
INTEREST	104-361-0000	\$11,802	\$0	\$5,000	N/A	
Total Miscellaneous Revenues:		\$11,802	\$0	\$5,000	N/A	
Total Community Redevelopment Area Fund:		\$11,802	\$0	\$5,000	N/A	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Baker House Fund						
Miscellaneous Revenues						
DONATIONS	105-369-0058	\$30,942	\$15,000	\$15,000	0%	
INTEREST	105-361-0000	\$91	\$100	\$100	0%	
Total Miscellaneous Revenues:		\$31,033	\$15,100	\$15,100	0%	
Total Baker House Fund:		\$31,033	\$15,100	\$15,100	0%	
Parks and Recreation Impact Fee Fund						
Miscellaneous Revenues						
INTEREST	107-361-0000	\$6,204	\$1,000	\$2,000	100%	
Total Miscellaneous Revenues:		\$6,204	\$1,000	\$2,000	100%	
Total Parks and Recreation Impact Fee Fund:		\$6,204	\$1,000	\$2,000	100%	
Law Enforcement Impact Fee Fund						
Miscellaneous Revenues						
INTEREST	108-361-0000	\$200	\$100	\$0	-100%	
Total Miscellaneous Revenues:		\$200	\$100	\$0	-100%	
Total Law Enforcement Impact Fee Fund:		\$200	\$100	\$0	-100%	
Law Enforcement Trust Fund						
Miscellaneous Revenues						
INTEREST	601-361-0000	\$279	\$10	\$100	900%	
Total Miscellaneous Revenues:		\$279	\$10	\$100	900%	
Total Law Enforcement Trust Fund:		\$279	\$10	\$100	900%	
Total Special Revenue Funds:		\$51,289	\$16,510	\$22,400	35.7%	
Capital Improvement Fund						
Miscellaneous Revenues						
INTEREST	301-361-0000	\$129,464	\$10,000	\$10,000	0%	
GAIN OR LOSS ON INVESTMENT	301-361-4000	\$152,114	\$0	\$0	N/A	
Total Miscellaneous Revenues:		\$281,578	\$10,000	\$10,000	0%	
Total Capital Improvement Fund:		\$281,578	\$10,000	\$10,000	0%	
Utility Funds						
Utility Revenue Fund						
Miscellaneous Revenues						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
INTEREST EARNINGS	401-361-0000	\$104,714	\$50,000	\$25,000	-50%	
INTEREST INCOME - LEASE	401-361-1000	\$6,851	\$0	\$0	N/A	
Total Miscellaneous Revenues:		\$111,564	\$50,000	\$25,000	-50%	
Total Utility Revenue Fund:		\$111,564	\$50,000	\$25,000	-50%	
Industrial Park Fund						
Miscellaneous Revenues						
INTEREST EARNINGS	403-361-0000	\$555	\$100	\$240	140%	
Total Miscellaneous Revenues:		\$555	\$100	\$240	140%	
Total Industrial Park Fund:		\$555	\$100	\$240	140%	
Utility Capital Projects Fund						
Miscellaneous Revenues						
INTEREST	402-361-0000	\$51,560	\$1,000	\$0	-100%	
Total Miscellaneous Revenues:		\$51,560	\$1,000	\$0	-100%	
Total Utility Capital Projects Fund:		\$51,560	\$1,000	\$0	-100%	
Water Connection Fee Fund						
Miscellaneous Revenues						
INTEREST	404-361-0000	\$44	\$0	\$0	0%	
Total Miscellaneous Revenues:		\$44	\$0	\$0	0%	
Total Water Connection Fee Fund:		\$44	\$0	\$0	0%	
Wastewater Connection Fee Fund						
Miscellaneous Revenues						
INTEREST	406-361-0000	\$26	\$0	\$0	0%	
Total Miscellaneous Revenues:		\$26	\$0	\$0	0%	
Total Wastewater Connection Fee Fund:		\$26	\$0	\$0	0%	
Water System Development Charge Fund						
Miscellaneous Revenues						
INTEREST EARNED	408-361-0000	\$416	\$100	\$200	100%	
Total Miscellaneous Revenues:		\$416	\$100	\$200	100%	
Total Water System Development Charge Fund:		\$416	\$100	\$200	100%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Wastewater System Development Charge Fund						
Miscellaneous Revenues						
INTEREST EARNED	409-361-0000	\$860	\$500	\$500	0%	
Total Miscellaneous Revenues:		\$860	\$500	\$500	0%	
Total Wastewater System Development Charge Fund:		\$860	\$500	\$500	0%	
Total Utility Funds:		\$165,025	\$51,700	\$25,940	-49.8%	
Total:		\$855,940	\$285,510	\$270,390	-5.3%	

Other Sources Summary

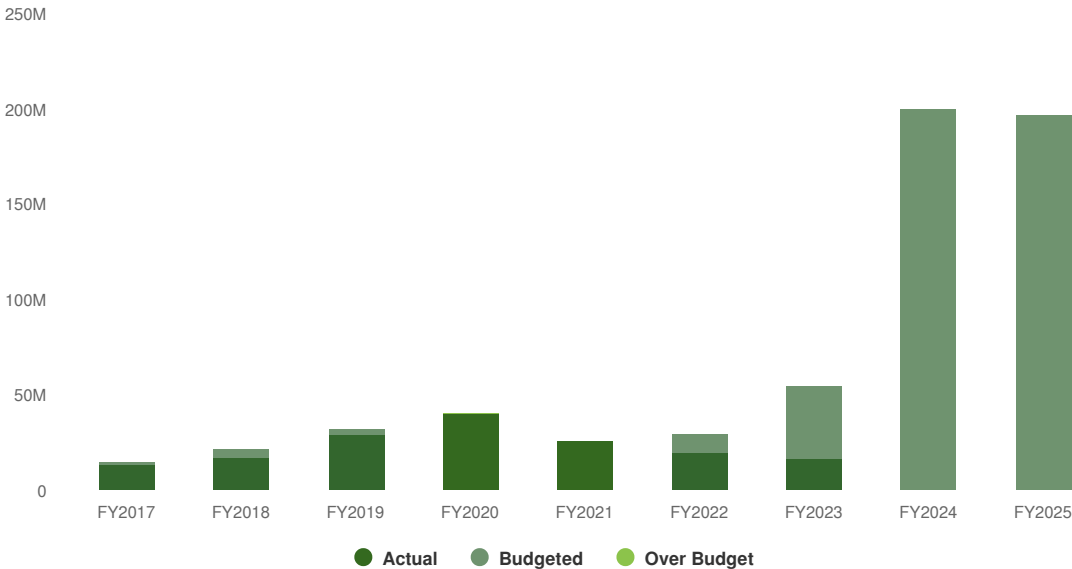
Other sources include operating transfers and loan proceeds for capital improvements or purchases.

\$196,320,825

-\$3,755,855

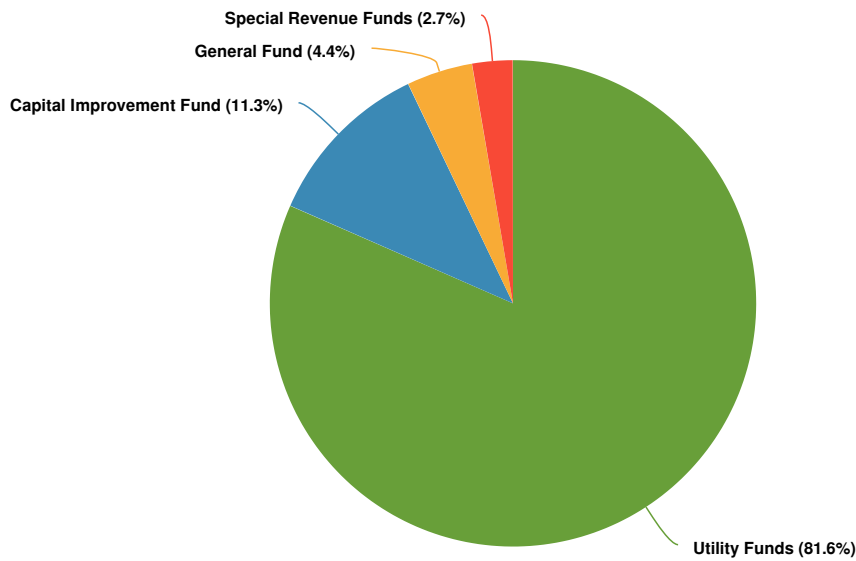
(-1.88% vs. prior year)

Other Sources Proposed and Historical Budget vs. Actual

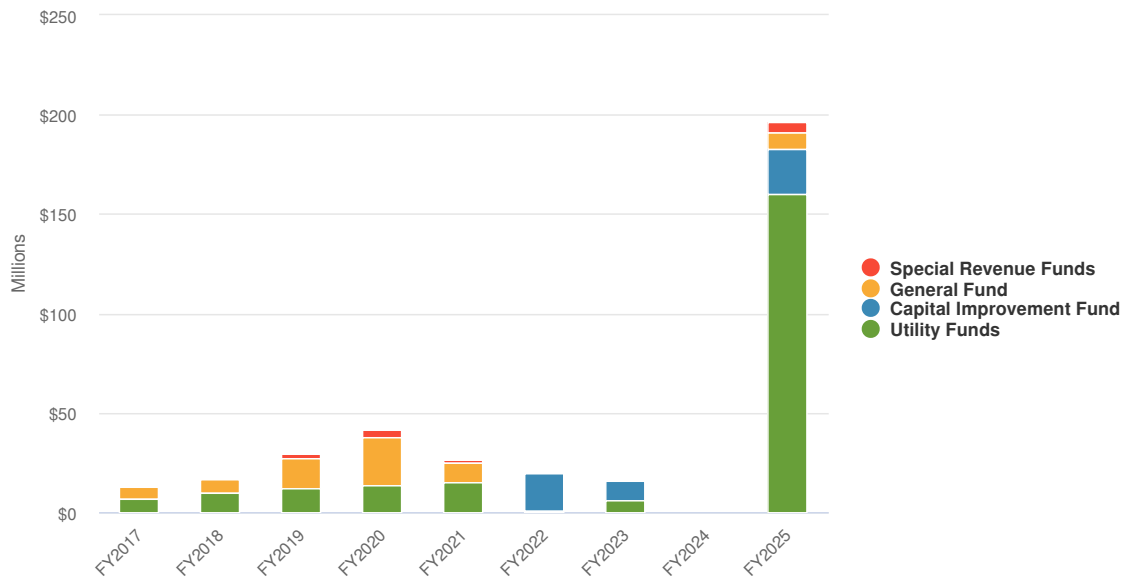


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
General Fund						
Other Sources						
MISC. GRANTS/VESTS	001-369-3748	\$2,800	\$2,500	\$2,500	0%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
NON-OPERATIONAL CASH FORWARD-GEN FUND	001-389-5000	\$0	\$12,000,000	\$8,200,000	-31.7%	
CANCEL PRIOR YEAR EXPENSE	001-393-0000	\$7,130	\$0	\$0	N/A	
TRANSFER FROM INDUSTRIAL PARK	001-382-1010	\$10,000	\$10,000	\$10,000	0%	
TRANSFER FROM LAW ENFORCEMENT IMP FEES	001-382-1013	\$412,800	\$412,800	\$412,800	0%	
Total Other Sources:		\$432,730	\$12,425,300	\$8,625,300	-30.6%	
Total General Fund:		\$432,730	\$12,425,300	\$8,625,300	-30.6%	
Special Revenue Funds						
Greenwood Cemetery Fund						
Other Sources						
NON-OPER/ CEMETERY RESERVES FORWARD	101-389-5000	\$0	\$62,970	\$64,000	1.6%	
Total Other Sources:		\$0	\$62,970	\$64,000	1.6%	
Total Greenwood Cemetery Fund:		\$0	\$62,970	\$64,000	1.6%	
Community Redevelopment Area Fund						
Other Sources						
CASH FORWARD - CRA DISTRICT	104-389-5006	\$0	\$1,396,500	\$1,964,000	40.6%	
TRANSFER FROM GENERAL	104-382-0010	\$197,729	\$215,690	\$231,880	7.5%	
Total Other Sources:		\$197,729	\$1,612,190	\$2,195,880	36.2%	
Total Community Redevelopment Area Fund:		\$197,729	\$1,612,190	\$2,195,880	36.2%	
Baker House Fund						
Other Sources						
CASH FORWARD - BAKER HOUSE	105-389-5010	\$0	\$18,000	\$76,800	326.7%	
Total Other Sources:		\$0	\$18,000	\$76,800	326.7%	
Total Baker House Fund:		\$0	\$18,000	\$76,800	326.7%	
Parks and Recreation Impact Fee Fund						
Other Sources						
CASH FORWARD - P & R IMPACT FEE	107-389-5004	\$0	\$736,160	\$972,500	32.1%	
Total Other Sources:		\$0	\$736,160	\$972,500	32.1%	
Total Parks and Recreation Impact Fee Fund:		\$0	\$736,160	\$972,500	32.1%	
Law Enforcement Impact Fee Fund						
Other Sources						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
CASH FORWARD - POLICE IMPACT FEE	108-389-5002	\$0	\$1,320,330	\$1,925,300	45.8%	
Total Other Sources:		\$0	\$1,320,330	\$1,925,300	45.8%	
Total Law Enforcement Impact Fee Fund:		\$0	\$1,320,330	\$1,925,300	45.8%	
Law Enforcement Trust Fund						
Other Sources						
NON-OPERATIONAL- CASH FORWARD	601-389-5000	\$0	\$51,805	\$51,845	0.1%	
Total Other Sources:		\$0	\$51,805	\$51,845	0.1%	
Total Law Enforcement Trust Fund:		\$0	\$51,805	\$51,845	0.1%	
Total Special Revenue Funds:		\$197,729	\$3,801,455	\$5,286,325	39.1%	
Capital Improvement Fund						
Other Sources						
NON-OPERATIONAL CASH FORWARD-CAP.IMPR	301-389-5000	\$0	\$13,481,125	\$12,240,000	-9.2%	
CANCEL PRIOR YEAR EXPENSE	301-393-0000	\$380	\$0	\$0	N/A	
TRANSFER FROM GENERAL FUND	301-382-0010	\$10,100,000	\$15,700,000	\$10,000,000	-36.3%	
Total Other Sources:		\$10,100,380	\$29,181,125	\$22,240,000	-23.8%	
Total Capital Improvement Fund:		\$10,100,380	\$29,181,125	\$22,240,000	-23.8%	
Utility Funds						
Utility Revenue Fund						
Other Sources						
OTHR FINANCING SOURCE-INSURANCE PROCEEDS	401-380-1000	\$15,204	\$0	\$0	N/A	
CAPITAL PROJECT REIMBURSEMENTS	401-389-4000	\$100,000	\$0	\$0	0%	
Non-Operational-Cash Forward- W/S	401-389-5000	\$0	\$7,600,000	\$10,110,000	33%	
CANCEL PRIOR YEAR EXPENSE	401-393-0000	\$323	\$0	\$0	N/A	
TRANSFER FROM SEWER CONNECTION FEE FUND	401-381-1005	\$228,590	\$0	\$0	0%	
TRANSFER FROM 2013 DEBT REFI CONST FUND	401-381-1007	\$2,965,188	\$0	\$0	0%	
TRANSFER FROM WATER CONNECTION FEE FUND	401-381-1008	\$175,798	\$0	\$0	0%	
TRANSFER FROM WATER SDC FUND	401-381-1011	\$221,012	\$0	\$0	0%	
TRANSFER FROM SEWER SDC FUND	401-381-1014	\$1,446,431	\$0	\$0	0%	
Total Other Sources:		\$5,152,546	\$7,600,000	\$10,110,000	33%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Total Utility Revenue Fund:		\$5,152,546	\$7,600,000	\$10,110,000	33%	
Industrial Park Fund						
Other Sources						
NON-OPERATIONAL-CASH FORWARD	403-389-5000	\$0	\$63,300	\$53,600	-15.3%	
Total Other Sources:		\$0	\$63,300	\$53,600	-15.3%	
Total Industrial Park Fund:		\$0	\$63,300	\$53,600	-15.3%	
Utility Capital Projects Fund						
Other Sources						
CASH FORWARD	402-389-5000	\$0	\$845,000	\$8,500,000	905.9%	
LOAN PROCEEDS	402-389-9001	\$0	\$120,000,000	\$90,000,000	-31.8%	
SRF LOAN PROCEEDS	402-389-9002	\$0	\$12,000,000	\$12,000,000	N/A	
TRANSFER FROM GENERAL FUND	402-382-0010	\$0		\$4,000,000	N/A	
TRANSFER FROM CAPITAL IMPROVEMENT FUND	402-382-3010	\$0		\$5,000,000	N/A	
TRANSFER FROM WW SDC	402-382-4090	\$0		\$15,000,000	N/A	
Total Other Sources:		\$0	\$132,845,000	\$134,500,000	1.2%	
Total Utility Capital Projects Fund:		\$0	\$132,845,000	\$134,500,000	1.2%	
Water Connection Fee Fund						
Other Sources						
CASH FORWARD - WATER CONNECTIONS	404-389-5002	\$0	\$310,000	\$51,100	-70.8%	
Total Other Sources:		\$0	\$310,000	\$51,100	-70.8%	
Total Water Connection Fee Fund:		\$0	\$310,000	\$51,100	-70.8%	
Wastewater Connection Fee Fund						
Other Sources						
CASH FORWARD - WASTEWATER CONNECTION FEE	406-389-5006	\$0	\$183,800	\$154,500	-15.9%	
Total Other Sources:		\$0	\$183,800	\$154,500	-15.9%	
Total Wastewater Connection Fee Fund:		\$0	\$183,800	\$154,500	-15.9%	
Water System Development Charge Fund						
Other Sources						
CASH FORWARD - WATER SDC	408-389-5012	\$0	\$4,301,700	\$5,350,000	24.4%	
Total Other Sources:		\$0	\$4,301,700	\$5,350,000	24.4%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Total Water System Development Charge Fund:		\$0	\$4,301,700	\$5,350,000	24.4%	
Wastewater System Development Charge Fund						
Other Sources						
CASH FORWARD	409-389-5013	\$0	\$9,500,000	\$9,950,000	4.7%	
TRANSFER FROM W/S FUND	409-381-1000	\$679,023	\$0	\$0	N/A	
Total Other Sources:		\$679,023	\$9,500,000	\$9,950,000	4.7%	
Total Wastewater System Development Charge Fund:		\$679,023	\$9,500,000	\$9,950,000	4.7%	
Total Utility Funds:		\$5,831,569	\$154,803,800	\$160,169,200	3.6%	
Total:		\$16,562,408	\$200,211,680	\$196,320,825	-1.9%	

DEPARTMENTS

Legislative

The Legislative Department is made up of one (1) Mayor-Commissioner and four (4) City Commissioners, all elected at-large to four-year terms. The Legistlative Department has all powers of the City of Wildwood except as otherwise provided by the City's Charter or by the Constitution or Statutes of the State of Florida. Among those powers, they have the power to pass ordinances, resolutions, enter contracts, and appoint officers, boards and commissions. The City Commission appoints the City Manager and work closely together to ensure that the City's goals, established in the adopted strategic plan, are being obtained.

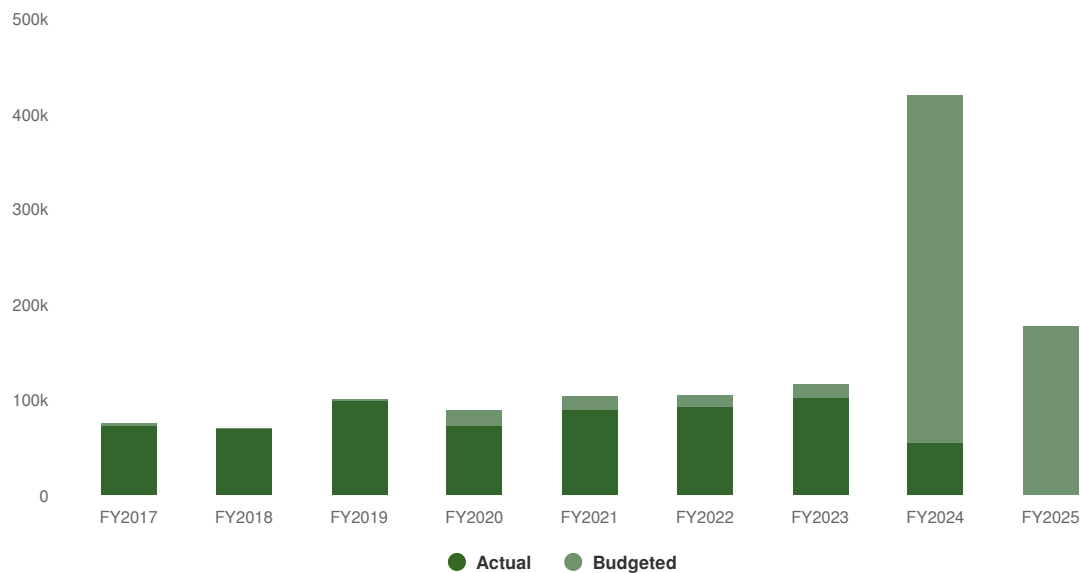
Expenditures Summary

\$176,919

-\$243,391

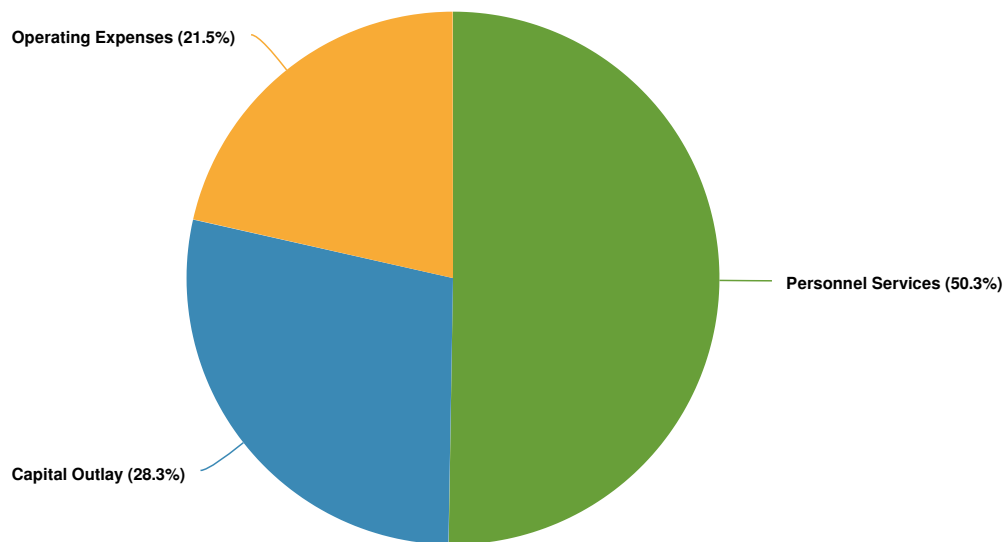
(-57.91% vs. prior year)

Legislative Proposed and Historical Budget vs. Actual

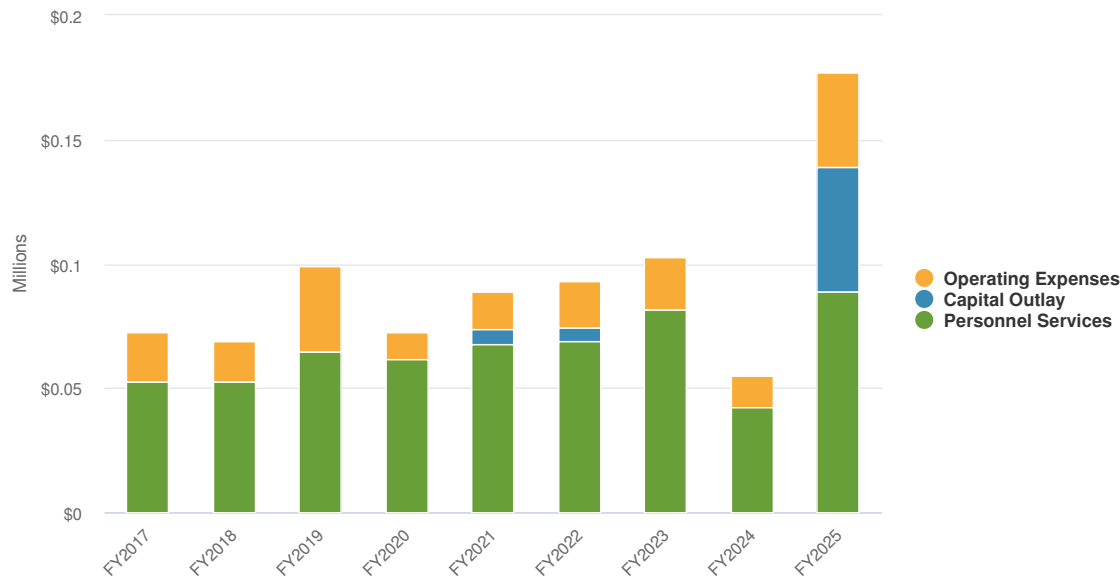


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

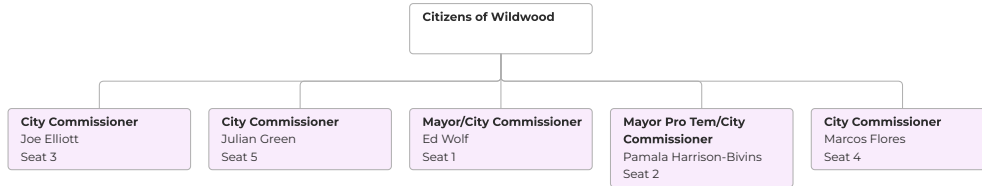


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-511-10-1200	\$49,417	\$51,690	\$53,441	3.4%	
Total Salaries and Wages:		\$49,417	\$51,690	\$53,441	3.4%	
Other Employment Benefits						
FICA EXPENSE	001-511-10-2100	\$3,780	\$3,960	\$4,148	4.7%	
RETIREMENT	001-511-10-2200	\$27,624	\$30,340	\$31,360	3.4%	
LIFE & HEALTH INSURANCE	001-511-10-2300	\$469	\$450	\$0	-100%	
WORKERS COMPENSATION INSURANCE	001-511-10-2600	\$164	\$250	\$0	-100%	
Total Other Employment Benefits:		\$32,038	\$35,000	\$35,508	1.5%	
Total Personnel Services:		\$81,455	\$86,690	\$88,949	2.6%	
Operating Expenses						
PROFESSIONAL SERVICES	001-511-30-3100	\$2,520	\$6,000	\$6,000	0%	
TRAVEL & PER DIEM	001-511-30-4000	\$3,858	\$7,000	\$7,000	0%	
TELEPHONE EXPENSE	001-511-30-4100	\$1,087	\$2,000	\$2,000	0%	
IT LICENSING / EQUIPMENT	001-511-30-4110	\$5,121	\$5,970	\$8,220	37.7%	
UTILITIES EXPENSE	001-511-30-4300	\$0	\$0	\$1,800	N/A	
REPAIR & MAINTENANCE	001-511-30-4600	\$0	\$500	\$500	0%	
MISC. EXPENSE & OTHER CURRENT	001-511-30-4900	\$2,708	\$2,500	\$2,500	0%	
OFFICE SUPPLIES	001-511-30-5100	\$0	\$150	\$150	0%	
OPERATING SUPPLIES	001-511-30-5200	\$23	\$400	\$400	0%	
SUBSCRIPTIONS/DUES	001-511-30-5400	\$4,212	\$6,300	\$6,600	4.8%	
TRAINING	001-511-30-5500	\$1,725	\$2,800	\$2,800	0%	
Total Operating Expenses:		\$21,255	\$33,620	\$37,970	12.9%	
Capital Outlay						
CAP. IMPROVEMENT-BUILDINGS	001-511-60-6200	\$0	\$300,000	\$50,000	-83.3%	
Total Capital Outlay:		\$0	\$300,000	\$50,000	-83.3%	
Total Expense Objects:		\$102,710	\$420,310	\$176,919	-57.9%	

Organizational Chart

Legislative Department Org Chart



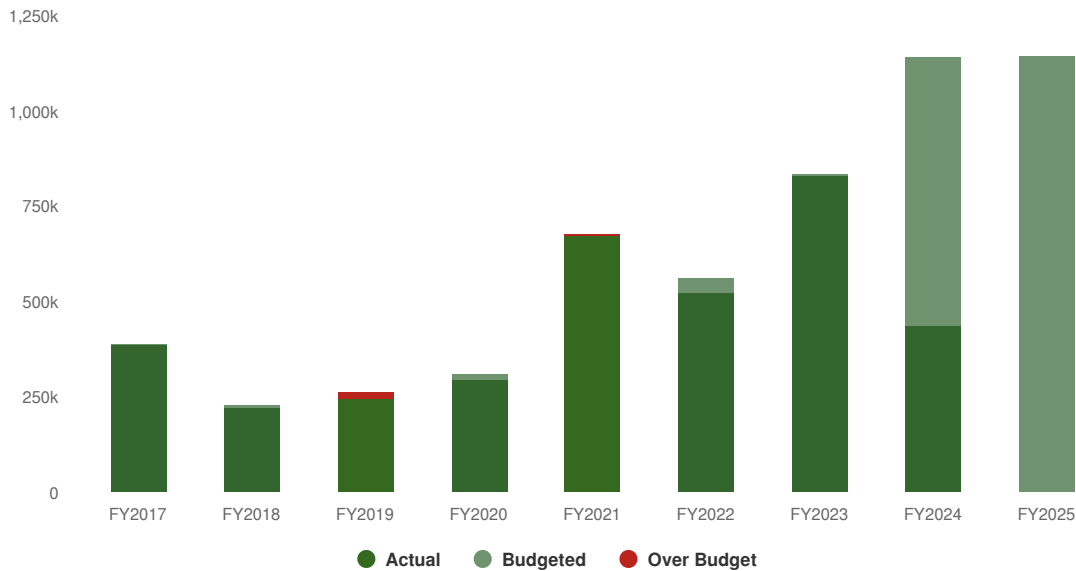
Executive

The Executive Department consists of the City Manager and administrative support staff. The City Manager is the Chief Administrative Officer of the City. The responsibilities of the City Manager are established in the City Charter. The duties of the City Manager include but are not limited to; carrying out the actions of the City Commission, preparing the City's annual operating and capital budgets, informing the City Commission of the City's financial condition and future needs of the City, overseeing all departments and divisions of the City, appointing or removing all subordinate officers and employees, and ensuring the laws, ordinances, contracts, and policies of the City are adhered to.

Expenditures Summary

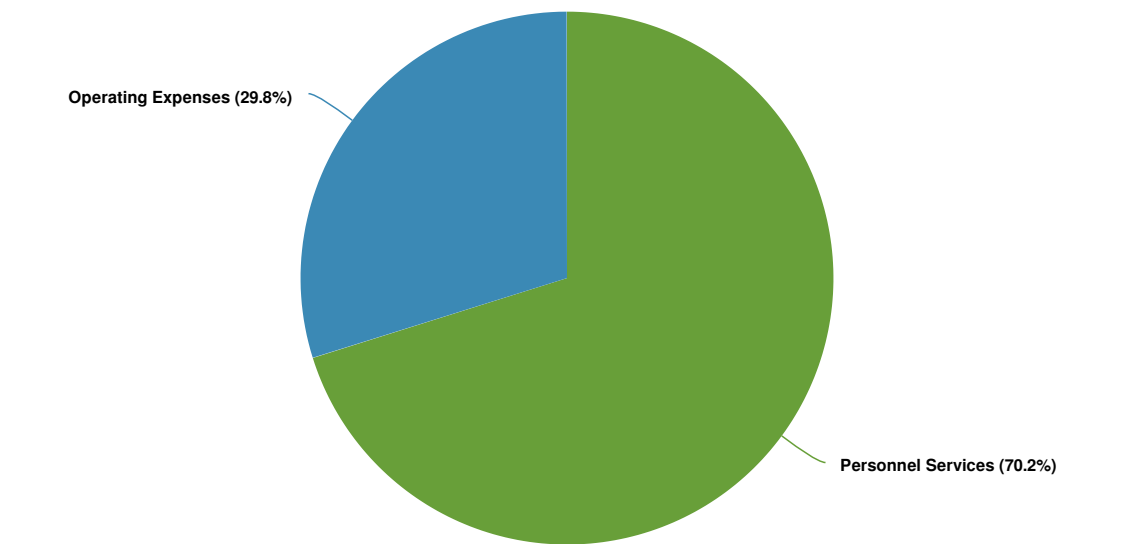
\$1,144,288 **\$2,868**
(0.25% vs. prior year)

Executive Proposed and Historical Budget vs. Actual

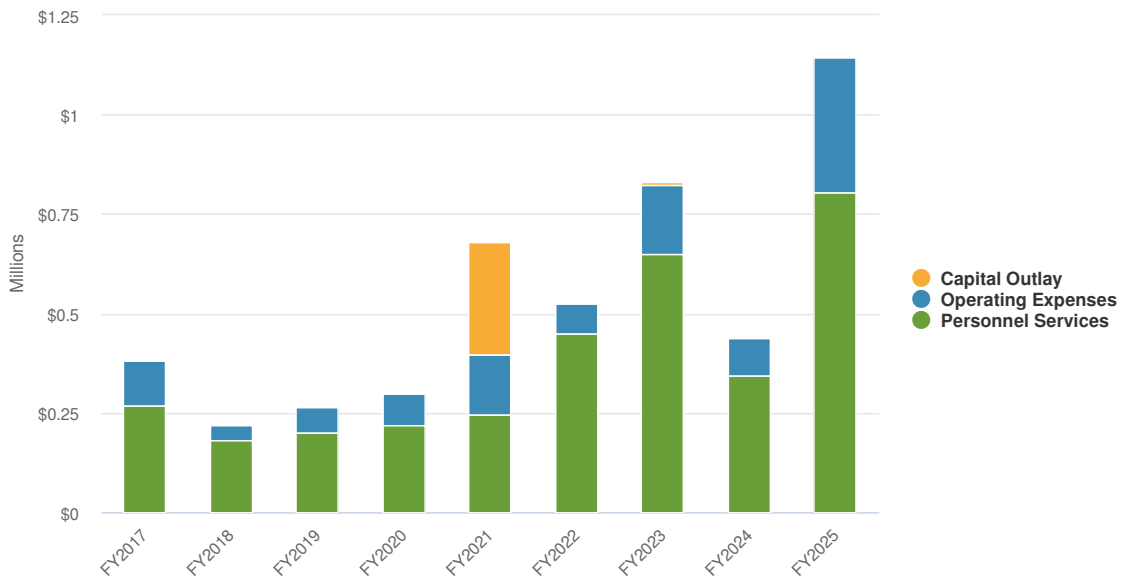


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



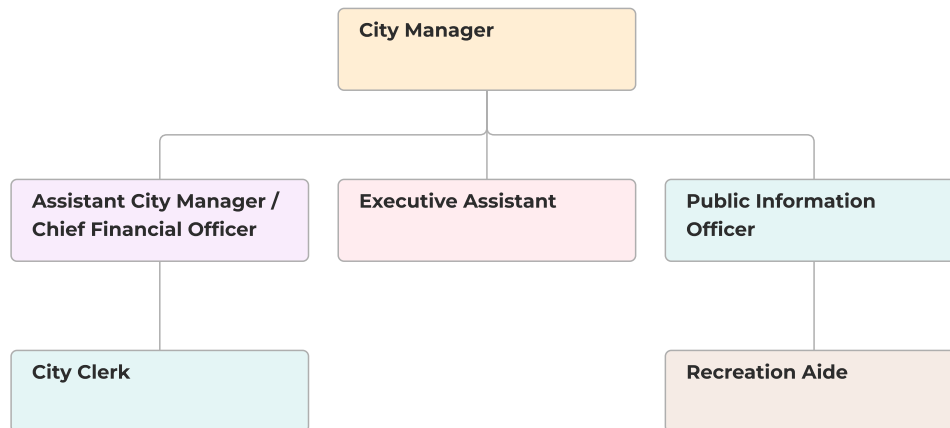
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-512-10-1200	\$408,685	\$509,290	\$556,477	9.3%	
SICK LEAVE	001-512-10-1500	\$4,591	\$0	\$0	0%	
VACATION PAY	001-512-10-1600	\$26,104	\$0	\$0	0%	
HOLIDAY PAY	001-512-10-1800	\$18,027	\$0	\$0	0%	
Total Salaries and Wages:		\$457,408	\$509,290	\$556,477	9.3%	
Other Employment Benefits						
FICA EXPENSE	001-512-10-2100	\$34,295	\$38,970	\$43,131	10.7%	
RETIREMENT	001-512-10-2200	\$115,018	\$138,110	\$148,341	7.4%	
LIFE & HEALTH INSURANCE	001-512-10-2300	\$40,487	\$46,800	\$54,000	15.4%	
WORKERS COMPENSATION INSURANCE	001-512-10-2600	\$545	\$500	\$1,000	100%	
Total Other Employment Benefits:		\$190,346	\$224,380	\$246,471	9.8%	
Total Personnel Services:		\$647,754	\$733,670	\$802,948	9.4%	
Operating Expenses						
PROFESSIONAL SERVICES	001-512-30-3100	\$133,044	\$321,804	\$255,000	-19.9%	
OTHER CONTRACTUAL SERVICES	001-512-30-3400	\$105	\$0	\$0	0%	
Clothing and Uniforms	001-512-30-3450	\$184	\$750	\$750	0%	
TRAVEL & PER DIEM	001-512-30-4000	\$7,321	\$10,600	\$13,300	25.5%	
TELEPHONE EXPENSE	001-512-30-4100	\$3,986	\$5,000	\$5,000	0%	
IT LICENSING / EQUIPMENT	001-512-30-4110	\$11,801	\$23,150	\$24,140	4.3%	
Advertising/Recording Expense	001-512-30-4150	\$1,819	\$4,000	\$4,000	0%	
POSTAGE/TRANSPORTATION FEES	001-512-30-4200	\$277	\$1,000	\$1,000	0%	
REPAIR & MAINTENANCE	001-512-30-4600	\$1,098	\$5,800	\$5,800	0%	
MISC. EXPENSE & OTHER CURRENT	001-512-30-4900	\$639	\$2,500	\$2,500	0%	
OFFICE SUPPLIES	001-512-30-5100	\$1,403	\$2,000	\$2,100	5%	
OPERATING SUPPLIES	001-512-30-5200	\$7,043	\$18,750	\$7,250	-61.3%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
FUEL EXPENSE	001-512-30-5250	\$0	\$0	\$500	N/A	
SUBSCRIPTIONS/DUES	001-512-30-5400	\$3,597	\$6,300	\$6,300	0%	
TRAINING	001-512-30-5500	\$4,458	\$9,700	\$13,700	41.2%	
Total Operating Expenses:		\$176,775	\$411,354	\$341,340	-16.3%	
Capital Outlay						
CAP. IMPROVEMENT-MACHINERY	001-512-60-6400	\$4,633	\$0	\$0	0%	
Total Capital Outlay:		\$4,633	\$0	\$0	0%	
Total Expense Objects:		\$829,162	\$1,145,024	\$1,144,288	0.3%	

Organizational Chart

Executive Department Org Chart



Performance Measurement #1

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target
Increase public awareness and promote the successes of the City by disseminating a Citizens' Newsletter to City residents and businesses (<i>Strategic Plan Reference – Community Engagement</i>).	# of times newsletter is disseminated	10	12	12

Performance Measurement #2

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target
Continue to hold community engagement events in the Executive and Legislative Departments featuring the City Manager or designee to increase citizen engagement (<i>Strategic Plan Reference – Community Engagement</i>).	# of times event is held	0	11	5

Performance Measurement #3

Goal	Measurement	FY22 Actual	FY23 Target	FY24 Target
Successfully manage the design and construction of the City's parking garage in accordance with the Downtown Master Plan (<i>Strategic Plan Reference – Community Engagement</i>).	Construction progress	0%	25%	100%

Goal #1

Work with Department Heads to advance the goals and initiatives contained within the 2023 – 2027 Strategic Plan (*Strategic Plan References – Community Engagement; Transportation; Affordable Housing; Downtown Redevelopment; Infrastructure; Employee Recruitment and Retainment*).

Goal #2

Carry out the projects identified within the Capital Improvement Fund to position the City's infrastructure to meet the growing needs of our community (*Strategic Plan References – Transportation; Downtown Redevelopment; Infrastructure*).

Finance

The Finance Department is responsible for all accounting duties of the City, such as fixed assets, accounts payable, accounts receivable, payroll and disseminating the City's financial statements. In addition, the Finance Department provides assistance to the City's external auditing firm, oversees the investment of City funds and is responsible for debt administration. The department is also responsible for the preparation of the City's annual budget and provides support in developing the five-year Capital Improvement Plan.

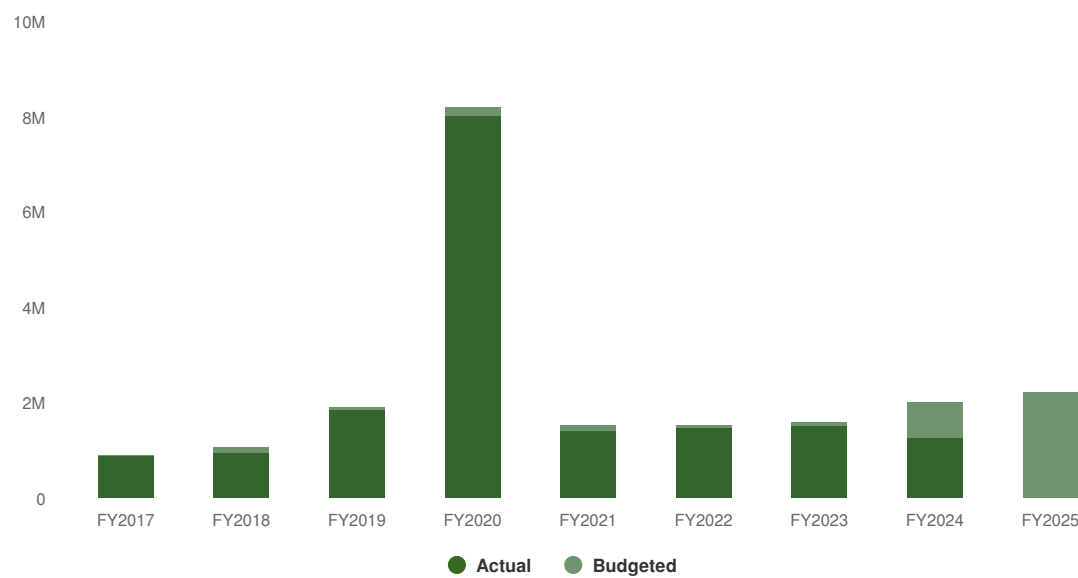
Expenditures Summary

\$2,219,668

\$207,258

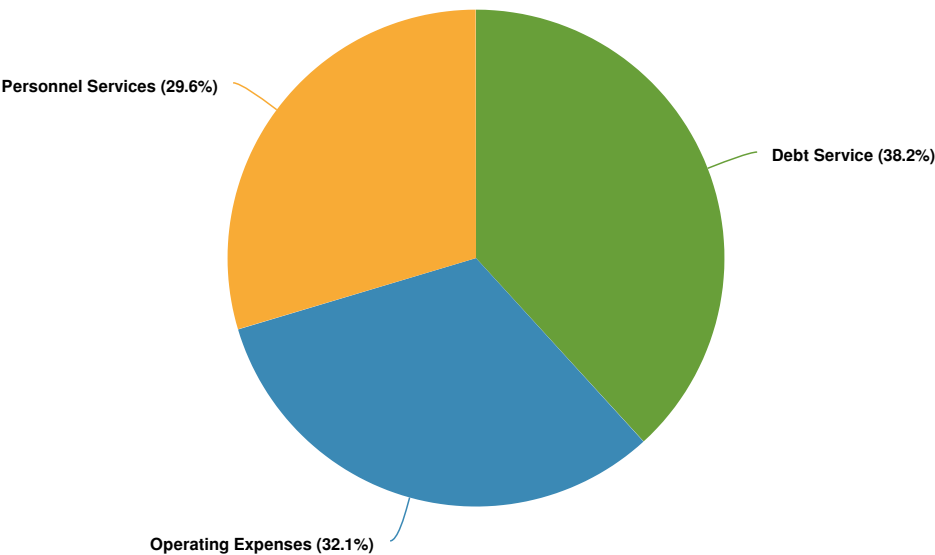
(10.30% vs. prior year)

Finance Proposed and Historical Budget vs. Actual

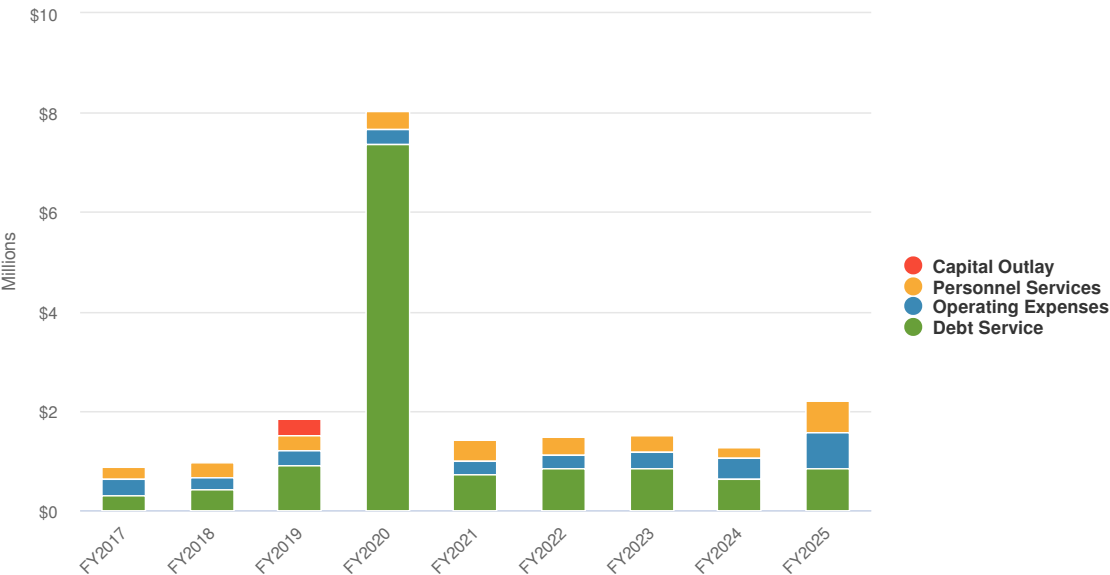


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



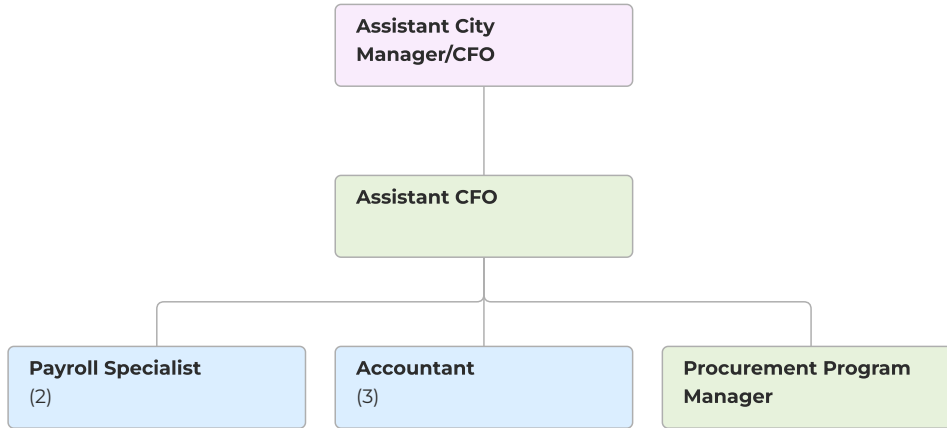
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Expense Objects					
Personnel Services					

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
Salaries and Wages					
SALARIES	001-513-10-1200	\$226,412	\$389,130	\$472,893	23.8%
OVERTIME	001-513-10-1300	\$0	\$500	\$500	0%
SICK LEAVE	001-513-10-1500	\$6,432	\$0	\$0	0%
VACATION PAY	001-513-10-1600	\$12,553	\$0	\$0	0%
HOLIDAY PAY	001-513-10-1800	\$8,838	\$0	\$0	0%
Total Salaries and Wages:		\$254,234	\$389,630	\$473,393	23.7%
Other Employment Benefits					
FICA EXPENSE	001-513-10-2100	\$19,448	\$30,380	\$36,654	25.2%
RETIREMENT	001-513-10-2200	\$36,261	\$51,660	\$70,001	40.7%
BENEFIT ADMIN FEES	001-513-10-2210	\$75	\$0	\$0	0%
LIFE & HEALTH INSURANCE	001-513-10-2300	\$36,749	\$49,500	\$75,600	61.5%
UNEMPLOYMENT COMPENSATION	001-513-10-2500	\$0	\$500	\$0	-100%
WORKERS COMPENSATION INSURANCE	001-513-10-2600	\$1,091	\$1,000	\$2,000	100%
Total Other Employment Benefits:		\$93,623	\$133,040	\$184,255	44.7%
Total Personnel Services:		\$347,858	\$522,670	\$657,648	29%
Operating Expenses					
PROFESSIONAL SERVICES	001-513-30-3100	\$4,000	\$13,390	\$13,380	-0.1%
ACCOUNTING/AUDITING FEE	001-513-30-3200	\$19,250	\$24,000	\$35,000	45.8%
OTHER CONTRACTUAL SERVICES	001-513-30-3400	\$13,582	\$17,210	\$27,710	61%
TRAVEL & PER DIEM	001-513-30-4000	\$601	\$3,350	\$3,880	15.8%
TELEPHONE EXPENSE	001-513-30-4100	\$5,438	\$7,510	\$7,500	-0.1%
IT LICENSING / EQUIPMENT	001-513-30-4110	\$31,339	\$71,720	\$65,250	-9%
ADVERTISING/RECORDING EXPENSE	001-513-30-4150	\$1,435	\$1,580	\$1,600	1.3%
POSTAGE/TRANSPORTATION FEES	001-513-30-4200	\$2,413	\$7,880	\$7,850	-0.4%
UTILITIES EXPENSE	001-513-30-4300	\$18,889	\$27,300	\$30,000	9.9%

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)
RENTAL & LEASING	001-513-30-4400	\$3,128	\$3,940	\$7,500	90.4%
GENERAL INSURANCE	001-513-30-4500	\$189,110	\$400,000	\$450,000	12.5%
REPAIR & MAINTENANCE	001-513-30-4600	\$14,957	\$33,060	\$30,000	-9.3%
MISC. EXPENSE & OTHER CURRENT	001-513-30-4900	\$4,611	\$6,000	\$6,000	0%
ELECTION EXPENSES	001-513-30-4910	\$0	\$500	\$500	0%
OFFICE SUPPLIES	001-513-30-5100	\$3,753	\$6,830	\$6,850	0.3%
OPERATING SUPPLIES	001-513-30-5200	\$6,127	\$7,930	\$8,200	3.4%
SUBSCRIPTIONS/DUES	001-513-30-5400	\$358	\$2,090	\$2,100	0.5%
TRAINING	001-513-30-5500	\$799	\$9,530	\$10,050	5.5%
Total Operating Expenses:		\$319,789	\$643,820	\$713,370	10.8%
Capital Outlay					
CAP. IMPROVEMENT-MACHINERY	001-513-60-6400	\$0	\$10,000	\$0	-100%
Total Capital Outlay:		\$0	\$10,000	\$0	-100%
Debt Service					
DEBT SERVICE/CITY HALL-PRINCIPAL	001-513-70-7100	\$112,593	\$115,381	\$118,240	2.5%
DEBT SERVICE/CITY HALL-INTEREST	001-513-70-7200	\$21,834	\$19,049	\$16,200	-15%
DEBT SERVICE/POLICE STATION-PRINCIPAL	001-513-70-7500	\$229,425	\$235,452	\$241,640	2.6%
DEBT SERVICE/POLICE STATION-INTEREST	001-513-70-7550	\$62,185	\$56,158	\$49,980	-11%
DEBT SERV/2018 GEN FUND PROJ LOAN-PRINCP	001-513-70-7600	\$333,314	\$339,580	\$345,960	1.9%
DEBT SERV/2018 GEN FUND PROJ LOAN-INTRST	001-513-70-7650	\$89,263	\$83,010	\$76,630	-7.7%
Total Debt Service:		\$848,616	\$848,630	\$848,650	0%
Total Expense Objects:		\$1,516,263	\$2,025,120	\$2,219,668	10.3%

Organizational Chart

Finance Department



Performance Measurement #1

Goal	Measure	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Target
Produce a budget that attains GFOA Distinguished Budget Award to inform residents and businesses of the City's activities <i>(Strategic Plan Reference – Community Engagement)</i> .	Ratio of year applied/year received award	1:1	1:1	1:1	1:1

Performance Measurement #2

Goal	Measurement	FY22 Actual	FY23 Actual	FY24 Target	FY25 Target
Complete external audit process with an unmodified audit opinion by June 30th	# of audit findings	No Findings	No Findings	No Findings	No Findings

Performance Measurement #3

Goal	Measurement	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Proposed Budget
Ensure that the Capital Improvement Fund has sufficient resources each fiscal year to support the projects included in the Capital Improvement Element of the City's Comprehensive Plan (<i>Strategic Plan References – Transportation, Downtown Redevelopment, Infrastructure</i>).	Ending fund balance >\$1,000	11,885,100.00	\$11,117,854.00	9,728,249.00	1,525,000.00

Goal #1

Create separate fund for renewal and replacement expenditures and determine adequate funding level for annual maintenance activities (*Strategic Plan Reference – Infrastructure*).

Goal #2

Ensure all phases of the Wastewater Treatment Facility (WWTF) improvements have sufficient funding (*Strategic Plan Reference – Infrastructure*).

Development Services

The Development Services Department is responsible for the Planning, Zoning, GIS and Code Enforcement functions within the City. The Department is the primary contact for citizens and developers seeking information on properties and development/redevelopment of properties within the City. Over the last year, the Development Services Department has assisted developers in bringing new businesses into the City that support the City's growth and has assisted City residents with a variety of concerns. Development Services also manages the Community Redevelopment Area, works with Sumter County on development initiatives, and conducts public meetings. Being engaged in public outreach and fostering relationships with the community, the Department manages programs such as the Unity Enhancement and Redevelopment Action Plan and workshops to keep the citizens informed.

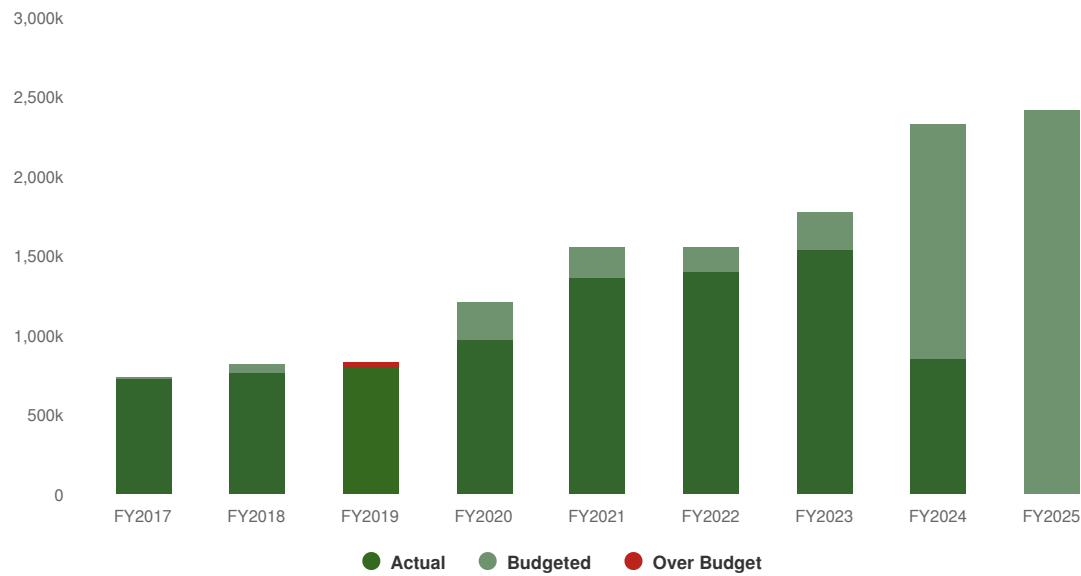
Expenditures Summary

\$2,411,193

\$82,373

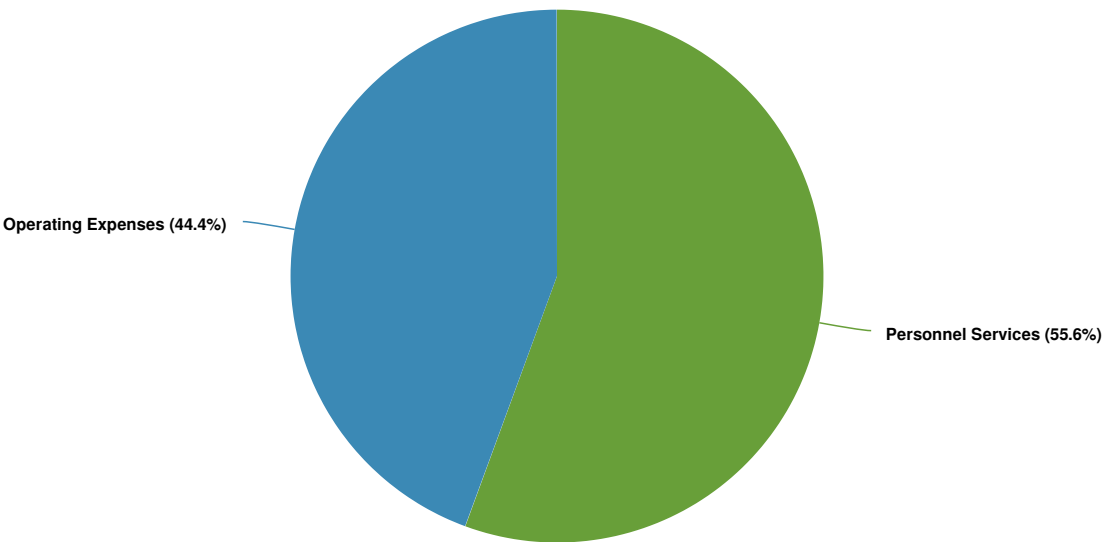
(3.54% vs. prior year)

Development Services Proposed and Historical Budget vs. Actual

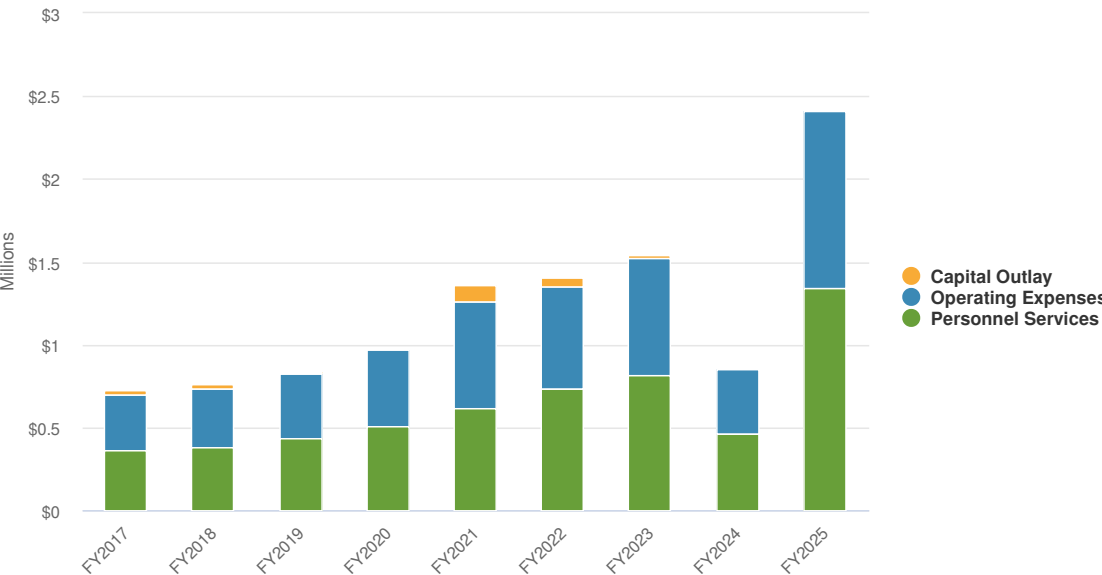


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



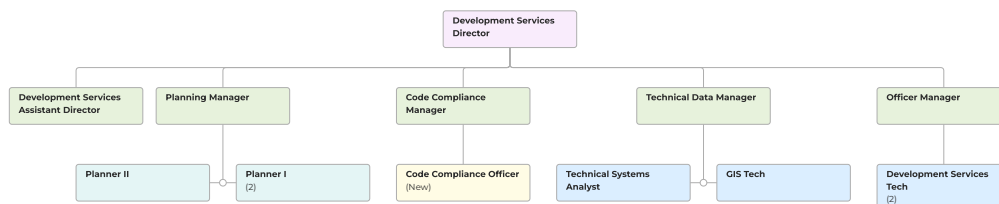
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-516-10-1200	\$535,548	\$907,790	\$962,068	6%	
OVERTIME	001-516-10-1300	\$952	\$1,000	\$1,000	0%	
SICK LEAVE	001-516-10-1500	\$14,219	\$0	\$0	0%	
VACATION PAY	001-516-10-1600	\$26,462	\$0	\$0	0%	
HOLIDAY PAY	001-516-10-1800	\$20,973	\$0	\$0	0%	
Total Salaries and Wages:		\$598,154	\$908,790	\$963,068	6%	
Other Employment Benefits						
FICA EXPENSE	001-516-10-2100	\$45,759	\$69,530	\$72,604	4.4%	
RETIREMENT	001-516-10-2200	\$86,933	\$154,060	\$156,201	1.4%	
BENEFIT ADMIN FEES	001-516-10-2210	\$104	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	001-516-10-2300	\$80,945	\$107,640	\$145,800	35.5%	
WORKERS COMPENSATION INSURANCE	001-516-10-2600	\$1,636	\$1,500	\$3,000	100%	
Total Other Employment Benefits:		\$215,378	\$332,730	\$377,605	13.5%	
Total Personnel Services:		\$813,532	\$1,241,520	\$1,340,673	8%	
Operating Expenses						
PROFESSIONAL SERVICES	001-516-30-3100	\$598,947	\$835,000	\$845,000	6.3%	
OTHER CONTRACTUAL SERVICES	001-516-30-3400	\$952	\$1,000	\$0	-100%	
CLOTHING AND UNIFORMS	001-516-30-3450	\$1,016	\$2,150	\$2,500	16.3%	
TRAVEL & PER DIEM	001-516-30-4000	\$5,531	\$14,980	\$13,000	-13.2%	
TELEPHONE EXPENSE	001-516-30-4100	\$7,126	\$8,000	\$9,000	12.5%	
IT LICENSING / EQUIPMENT	001-516-30-4110	\$37,472	\$111,810	\$69,020	-38.3%	
ADVERTISING/RECORDING EXPENSE	001-516-30-4150	\$28,357	\$35,200	\$35,200	0%	
POSTAGE/TRANSPORTATION FEES	001-516-30-4200	\$1,530	\$2,000	\$2,000	0%	
REPAIR & MAINTENANCE	001-516-30-4600	\$2,238	\$2,500	\$5,000	100%	
MISC. EXPENSE & OTHER CURRENT	001-516-30-4900	\$2,398	\$5,000	\$5,000	0%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
CODE ENFORCEMENT	001-516-30-4950	\$8,266	\$58,500	\$40,000	-31.6%	
OFFICE SUPPLIES	001-516-30-5100	\$1,828	\$10,000	\$7,000	-30%	
OPERATING SUPPLIES	001-516-30-5200	\$3,409	\$10,000	\$7,000	-30%	
FUEL EXPENSE	001-516-30-5250	\$1,424	\$1,800	\$1,800	0%	
SUBSCRIPTIONS/DUES	001-516-30-5400	\$1,934	\$5,180	\$4,000	-22.8%	
TRAINING	001-516-30-5500	\$9,509	\$24,180	\$25,000	3.4%	
Total Operating Expenses:		\$711,936	\$1,127,300	\$1,070,520	-1.5%	
Capital Outlay						
CAPITAL IMPROVEMENT-OTHER	001-516-60-6300	\$11,128	\$0	\$0	0%	
Total Capital Outlay:		\$11,128	\$0	\$0	0%	
Total Expense Objects:		\$1,536,596	\$2,368,820	\$2,411,193	3.5%	

Organizational Chart

Development Services Department Org Chart



Goal #1

Partner with Sumter County Affordable Housing Committee and explore grant funding opportunities for affordable housing (*Strategic Plan Reference –*

Affordable Housing).



Goal #2

Update the Land Development Regulations in support of the Downtown Master Plan to create Downtown Development Standards to facilitate orderly growth within the Downtown (*Strategic Plan Reference – Downtown Redevelopment*).

PLANS & RENDERINGS

The Garage



Goal #3

Coordinate with FDOT on Complete Streets Design in accordance with the Downtown Master Plan (*Strategic Plan Reference – Downtown Redevelopment*).



Goal #4

Create progression plans for advancement for divisions within the department (*Strategic Plan Reference – Employee Recruitment and Retainment*).

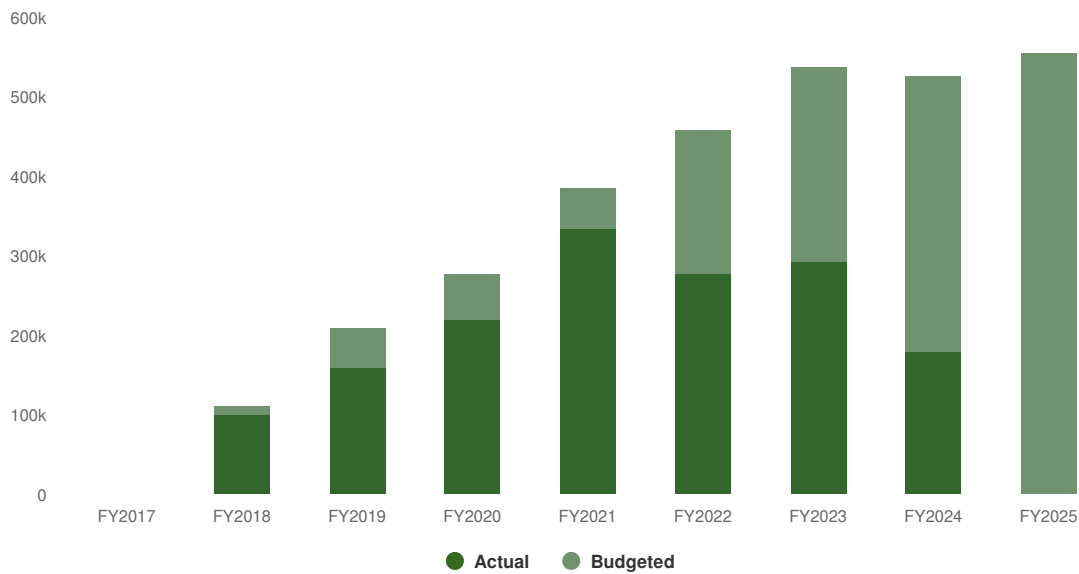
Information Technology

The Information Technology Department supports every other department's end user's needs – both human and electronic. Not only is support provided for computers, mobile devices, and networking, training and education are also provided on technology setup and proper use. The department is continuously researching, testing, and evaluating new solutions, in cooperation with the using departments, to ensure the City's goals and objectives are met.

Expenditures Summary

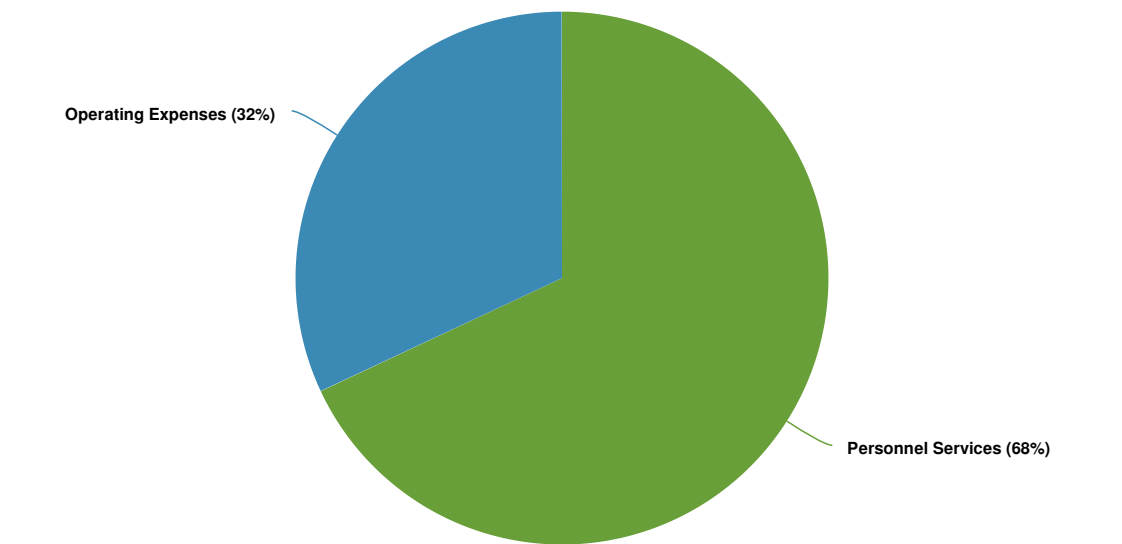
\$553,908 **\$26,873**
(5.10% vs. prior year)

Information Technology Proposed and Historical Budget vs. Actual

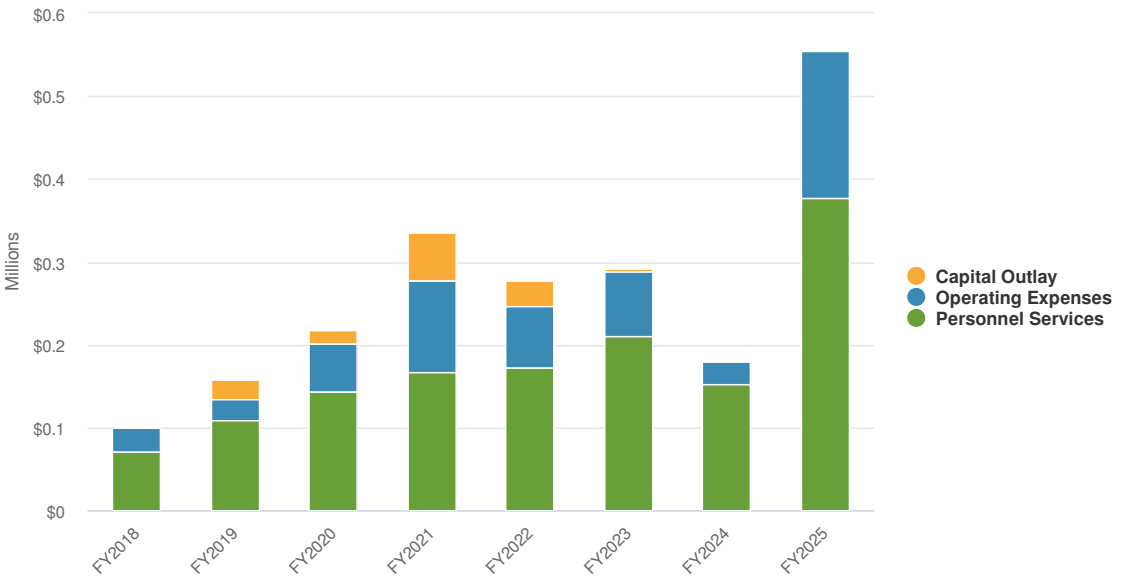


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



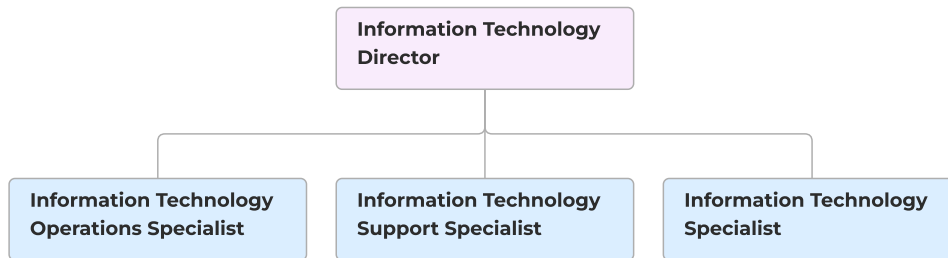
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-518-10-1200	\$144,289	\$258,440	\$274,463	6.2%	
SICK LEAVE	001-518-10-1500	\$3,233	\$0	\$0	0%	
VACATION PAY	001-518-10-1600	\$6,919	\$0	\$0	0%	
HOLIDAY PAY	001-518-10-1800	\$3,694	\$0	\$0	0%	
Total Salaries and Wages:		\$158,135	\$258,440	\$274,463	6.2%	
Other Employment Benefits						
FICA EXPENSE	001-518-10-2100	\$12,097	\$19,780	\$21,274	7.6%	
RETIREMENT	001-518-10-2200	\$19,744	\$35,080	\$37,411	6.6%	
BENEFIT ADMIN FEES	001-518-10-2210	\$54	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	001-518-10-2300	\$20,727	\$37,440	\$43,200	15.4%	
WORKERS COMPENSATION INSURANCE	001-518-10-2600	\$218	\$200	\$500	150%	
Total Other Employment Benefits:		\$52,841	\$92,500	\$102,385	10.7%	
Total Personnel Services:		\$210,976	\$350,940	\$376,848	7.4%	
Operating Expenses						
PROFESSIONAL SERVICES	001-518-30-3100	\$22,897	\$45,320	\$45,000	-0.7%	
OTHER CONTRACTUAL SERVICES	001-518-30-3400	\$5,971	\$15,000	\$11,000	-26.7%	
TRAVEL & PER DIEM	001-518-30-4000	\$1,998	\$7,500	\$7,500	0%	
TELEPHONE EXPENSE	001-518-30-4100	\$8,114	\$7,500	\$8,500	13.3%	
IT LICENSING / EQUIPMENT	001-518-30-4110	\$12,054	\$14,400	\$26,310	82.7%	
POSTAGE/TRANSPORTATION FEES	001-518-30-4200	\$0	\$250	\$250	0%	
UTILITIES EXPENSE	001-518-30-4300	\$2,173	\$2,300	\$2,300	0%	
RENTAL & LEASING	001-518-30-4400	\$0	\$500	\$0	-100%	
REPAIR & MAINTENANCE	001-518-30-4600	\$20	\$2,000	\$2,500	25%	
MISC. EXPENSE & OTHER CURRENT	001-518-30-4900	\$398	\$1,000	\$500	-50%	
OFFICE SUPPLIES	001-518-30-5100	\$604	\$1,200	\$1,200	0%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
OPERATING SUPPLIES	001-518-30-5200	\$5,279	\$5,000	\$7,500	50%	
SUBSCRIPTIONS/DUES	001-518-30-5400	\$350	\$2,500	\$2,500	0%	
TRAINING	001-518-30-5500	\$2,435	\$12,000	\$12,000	0%	
LICENSING	001-518-30-5550	\$15,120	\$43,625	\$50,000	14.6%	
Total Operating Expenses:		\$77,415	\$160,095	\$177,060	10.6%	
Capital Outlay						
CAP. IMPROVEMENTS-MACHINERY/EQUIP	001-518-60-6400	\$4,073	\$16,000	\$0	-100%	
Total Capital Outlay:		\$4,073	\$16,000	\$0	-100%	
Total Expense Objects:		\$292,464	\$527,035	\$553,908	5.1%	

Organizational Chart

Information Technology Department Org Chart



Performance Measurement #1

Goal	Measurement	FY24 Actual	FY25 Target	FY26 Target
Support IT users within the City Organization <i>(Strategic Plan Reference – Employee Recruitment/Retainment)</i> .	Average response time	13.64 Mins	<15 Mins	<15 Mins

Goal #1

Coordinate IT equipment inventory and replacement via the annual budget process *(Strategic Plan References – Infrastructure, Employee Recruitment/Retention)*.

Goal #2

Adopt a new city-wide Cybersecurity Standards Program *(Strategic Plan References – Infrastructure, Employee Recruitment/Retention)*.

Goal #3

Implement a new city-wide Cybersecurity Standards Employee Training *(Strategic Plan Reference – Employee Recruitment/Retention)*.

Goal #4

Implement a new Information Technology Incident Response plan. *(Strategic Plan Reference – Infrastructure)*.

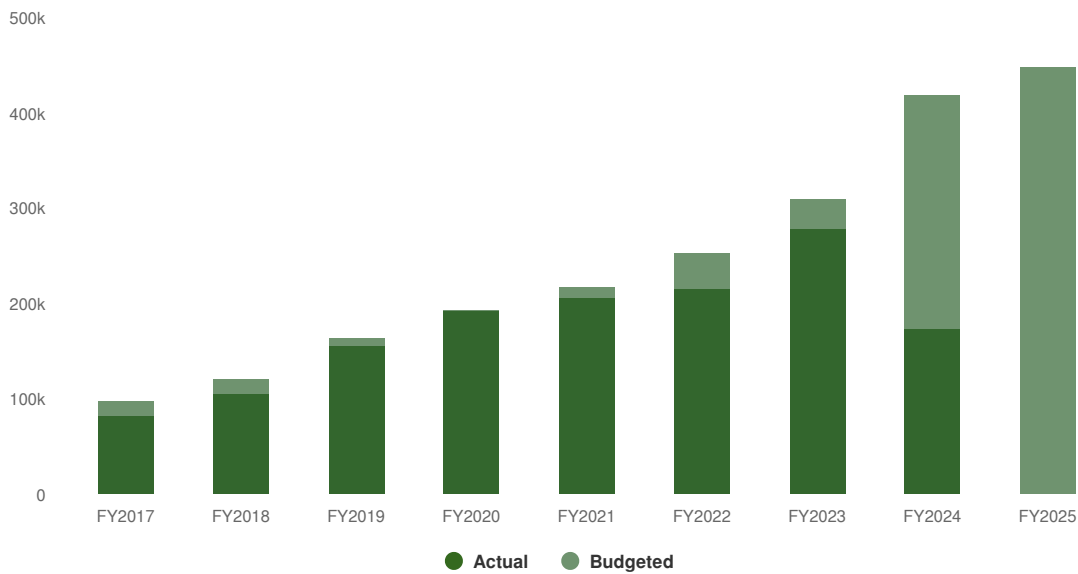
Human Resource

The Human Resources/Risk Management Department is responsible for recruitment, onboarding, training, benefits and insurance, salary compensation, workers compensation, HR policy and procedures, employee safety, and asset risk management. The HR/Risk Management team ensures the City is compliant with applicable State and Federal regulations, as well as providing a safe and healthy working environment for City employees.

Expenditures Summary

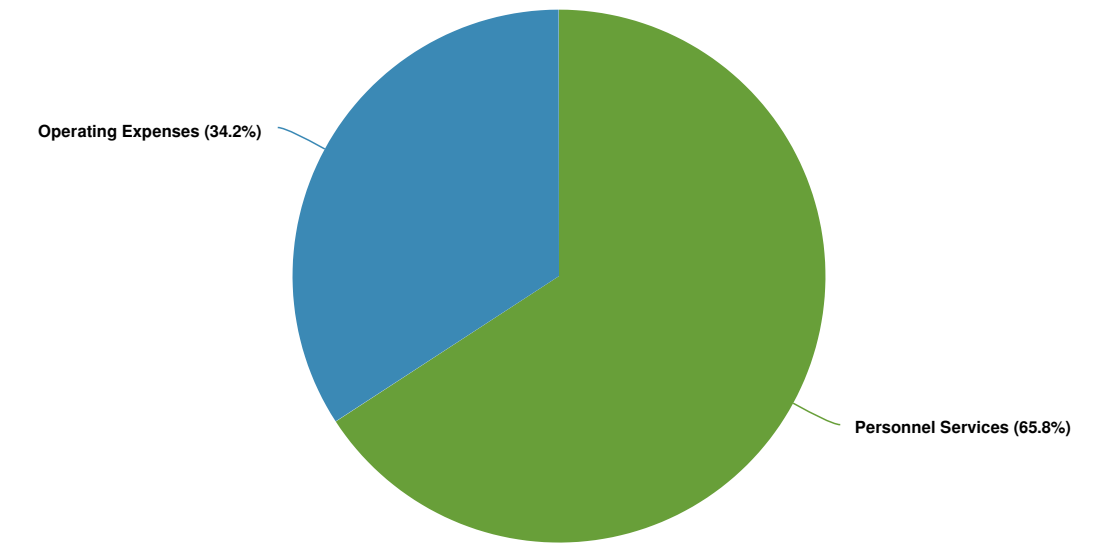
\$448,269 **\$30,339**
(7.26% vs. prior year)

Human Resource Proposed and Historical Budget vs. Actual

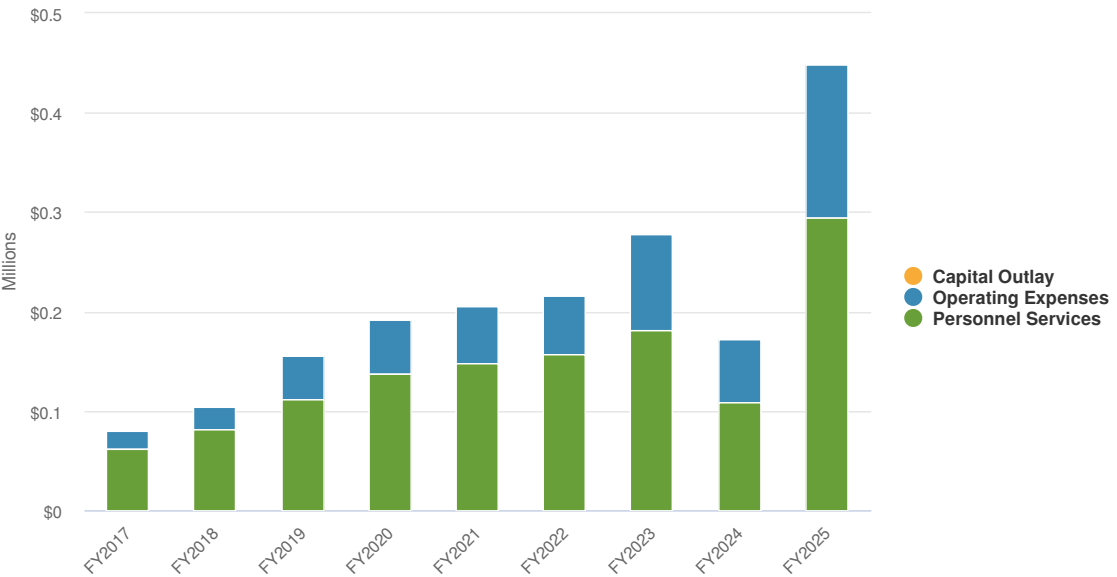


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-519-10-1200	\$122,336	\$206,190	\$216,128	4.8%	
SICK LEAVE	001-519-10-1500	\$1,838	\$0	\$0	0%	
VACATION PAY	001-519-10-1600	\$6,336	\$0	\$0	0%	
HOLIDAY PAY	001-519-10-1800	\$5,277	\$0	\$0	0%	
Total Salaries and Wages:		\$135,788	\$206,190	\$216,128	4.8%	
Other Employment Benefits						
FICA EXPENSE	001-519-10-2100	\$10,387	\$15,780	\$16,751	6.2%	
RETIREMENT	001-519-10-2200	\$16,901	\$27,980	\$29,460	5.3%	
BENEFIT ADMIN FEES	001-519-10-2210	\$50	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	001-519-10-2300	\$17,343	\$28,080	\$32,400	15.4%	
WORKERS COMPENSATION INSURANCE	001-519-10-2600	\$120	\$110	\$350	218.2%	
Total Other Employment Benefits:		\$44,801	\$71,950	\$78,961	9.7%	
Total Personnel Services:		\$180,588	\$278,140	\$295,089	6.1%	
Operating Expenses						
PROFESSIONAL SERVICES	001-519-30-3100	\$33,205	\$37,825	\$15,000	-44.9%	
OTHER CONTRACTUAL SERVICES	001-519-30-3400	\$4,398	\$6,400	\$6,650	3.9%	
TRAVEL & PER DIEM	001-519-30-4000	\$3,209	\$5,500	\$8,500	54.5%	
TELEPHONE EXPENSE	001-519-30-4100	\$4,806	\$4,750	\$5,000	5.3%	
IT LICENSING / EQUIPMENT	001-519-30-4110	\$21,442	\$45,880	\$60,400	31.6%	
ADVERTISING/RECRUITING	001-519-30-4150	\$1,780	\$7,200	\$8,500	18.1%	
POSTAGE/TRANSPORTATION FEES	001-519-30-4200	\$167	\$500	\$500	0%	
UTILITIES EXPENSE	001-519-30-4300	\$1,941	\$2,300	\$2,300	0%	
RENTAL & LEASING	001-519-30-4400	\$0	\$60	\$0	-100%	
REPAIR & MAINTENANCE	001-519-30-4600	\$2,988	\$3,500	\$5,500	57.1%	
EMPLOYEE PROGRAMS	001-519-30-4800	\$8,414	\$13,200	\$18,740	42%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
MISC. EXPENSE & OTHER CURRENT	001-519-30-4900	\$637	\$1,000	\$1,000	0%	
OFFICE SUPPLIES	001-519-30-5100	\$1,295	\$2,900	\$1,500	-48.3%	
OPERATING SUPPLIES	001-519-30-5200	\$2,235	\$5,300	\$4,950	-6.6%	
FUEL EXPENSE	001-519-30-5250	\$680	\$600	\$600	0%	
SUBSCRIPTIONS/DUES	001-519-30-5400	\$2,487	\$1,600	\$2,060	28.8%	
TRAINING	001-519-30-5500	\$5,563	\$5,450	\$5,330	-2.2%	
STAFF TRAINING PROGRAMS	001-519-30-5501	\$2,395	\$6,450	\$6,650	3.1%	
Total Operating Expenses:		\$97,642	\$150,415	\$153,180	9.6%	
Total Expense Objects:		\$278,230	\$428,555	\$448,269	7.3%	

Organizational Chart

Human Resources Department Org Chart



Performance Measurement #1

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target	FY26 Target
Hold five leadership and professional development trainings (Strategic Plan Reference – Employee Recruitment and Retainment).	# of trainings	6	5	5	5

Performance Measurement #2

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target	FY26 Target
Hold two employee appreciation events (Strategic Plan Reference – Employee Recruitment and Retainment).	# of events	2	2	2	2

Goal #1

Evaluate the current employee benefits package to ensure the City's benefits remain competitive in the marketplace (Strategic Plan Reference – Employee Recruitment and Retainment).



Goal #2

Maintain the City's Compensation Plan and identify any areas for improvement (Strategic Plan Reference – Employee Recruitment and Retainment).



Goal #3

Audit and update the City's Performance Management process and system to verify accuracy, effectiveness, and equity (*Strategic Plan Reference – Employee Recruitment and Retainment*).



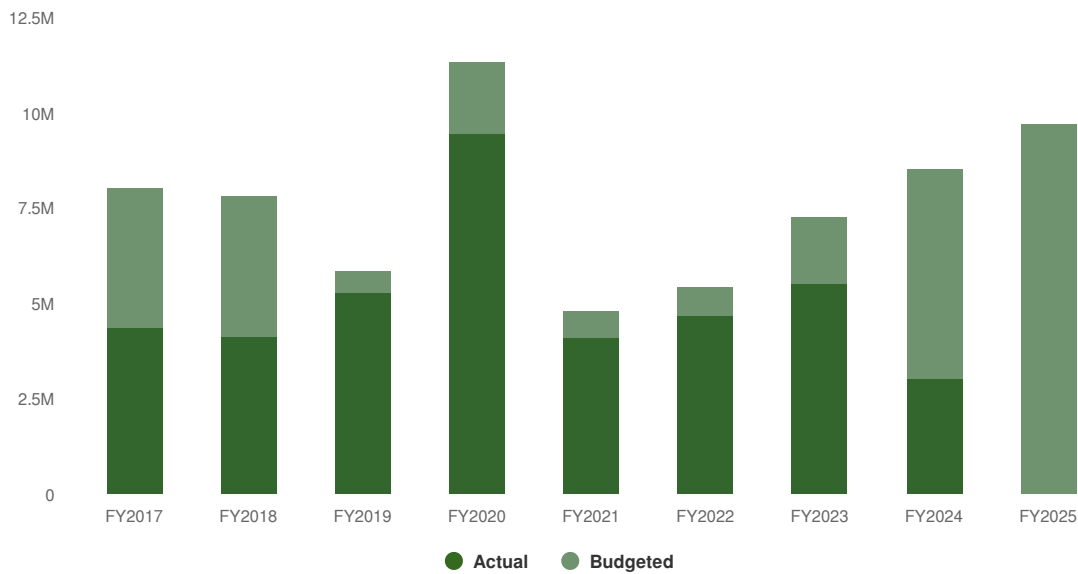
Police Department

The mission of the Wildwood Police Department is to safeguard the lives and property of the citizens of this community, preserve the peace, and prevent crime and disorder while constantly guarding the liberties as prescribed by law. In order to accomplish this mission, the department will maintain a well-trained and proactive patrol force, a highly skilled and experienced investigative division, and a community policing philosophy that will develop a strong partnership with the citizens and businesses of Wildwood.

Expenditures Summary

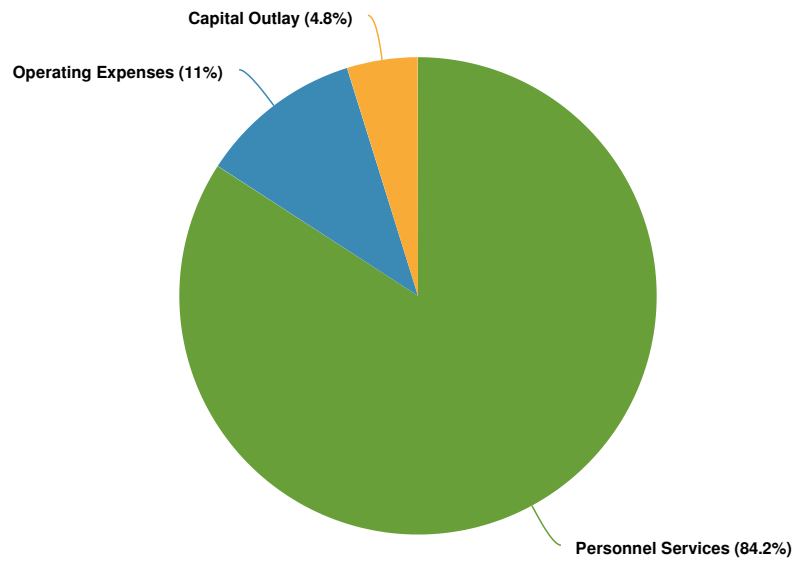
\$9,721,260 **\$1,174,740**
(13.75% vs. prior year)

Police Department Proposed and Historical Budget vs. Actual

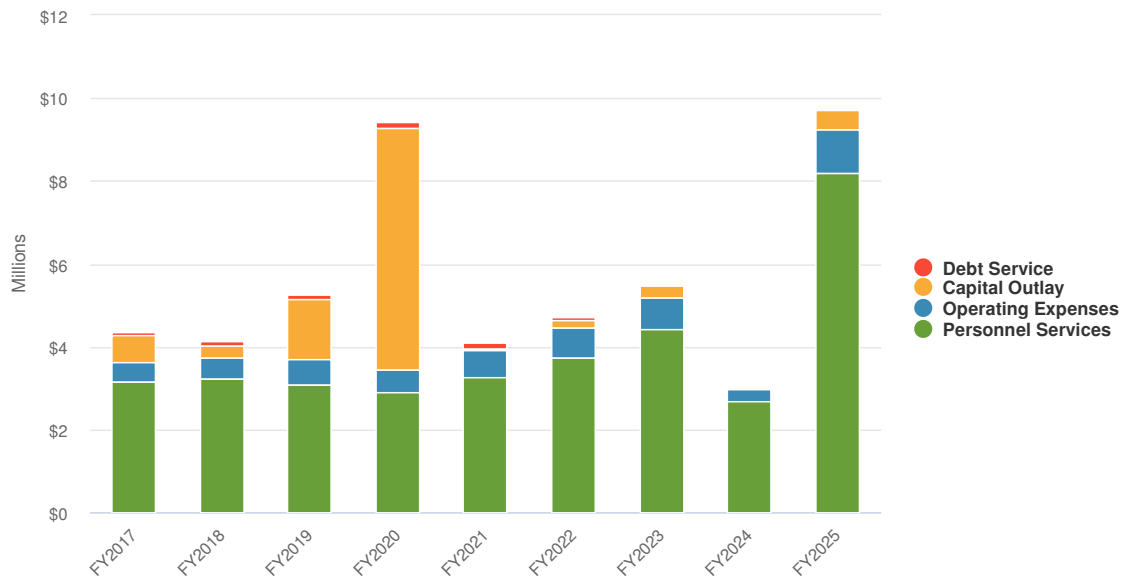


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

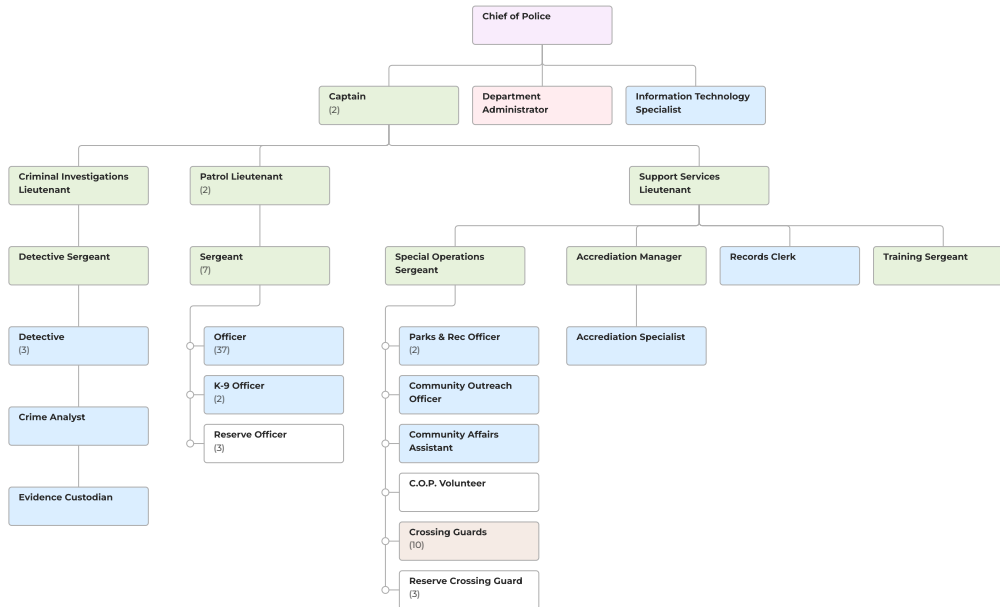


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						
Salaries and Wages						
SALARIES	001-521-10-1200	\$2,405,192	\$4,202,570	\$4,992,735	20.7%	
UNIFORM ALLOWANCE	001-521-10-1220	\$14,160	\$14,820	\$21,565	45.5%	
ON CALL	001-521-10-1250	\$6,375	\$10,400	\$13,000	25%	
SHIFT DIFFERENTIAL	001-521-10-1260	\$12,907	\$20,080	\$20,100	0.1%	
OVERTIME	001-521-10-1300	\$122,262	\$157,000	\$160,000	1.9%	
SICK LEAVE	001-521-10-1500	\$56,978	\$0	\$0	0%	
VACATION PAY	001-521-10-1600	\$110,427	\$0	\$0	0%	
HOLIDAY PAY	001-521-10-1800	\$96,792	\$0	\$0	0%	
HOLIDAY PREMIUM	001-521-10-1820	\$107,837	\$82,000	\$100,000	22%	
Total Salaries and Wages:		\$2,932,931	\$4,486,870	\$5,307,400	20%	
Other Employment Benefits						
INCENTIVE PAY	001-521-10-1700	\$23,270	\$56,000	\$56,000	0%	
FICA EXPENSE	001-521-10-2100	\$226,149	\$346,430	\$378,514	10.9%	
RETIREMENT	001-521-10-2200	\$814,482	\$1,529,280	\$1,563,616	3.7%	
BENEFIT ADMIN FEES	001-521-10-2210	\$419	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	001-521-10-2300	\$365,936	\$575,640	\$756,000	31.3%	
UNEMPLOYMENT COMP. REIMBURSEMENT	001-521-10-2500	\$4,608	\$0	\$0	0%	
WORKERS COMPENSATION INSURANCE	001-521-10-2600	\$70,895	\$75,000	\$120,000	60%	
Total Other Employment Benefits:		\$1,505,758	\$2,582,350	\$2,874,130	12.4%	
Total Personnel Services:		\$4,438,689	\$7,069,220	\$8,181,530	17.2%	
Operating Expenses						
PROFESSIONAL SERVICES	001-521-30-3100	\$17,863	\$52,000	\$52,000	0%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
OTHER CONTRACTUAL SERVICES	001-521-30-3400	\$38,153	\$61,500	\$92,000	49.6%	Asphalt cleaning and resurfacing
CLOTHING AND UNIFORMS	001-521-30-3450	\$9,093	\$15,000	\$25,000	66.7%	Increased due to rise in clothing and equipment purchase
INVESTIGATIONS	001-521-30-3500	\$8,792	\$17,000	\$17,000	0%	License increased due to increase in hiring
TRAVEL & PER DIEM	001-521-30-4000	\$9,544	\$12,000	\$15,000	25%	Increase in the cost of training and travel
TELEPHONE EXPENSE	001-521-30-4100	\$62,550	\$82,000	\$107,000	30.5%	Increase in costs to pride phone service for all employees
IT LICENSING / EQUIPMENT	001-521-30-4110	\$214,454	\$268,200	\$253,830	-5.4%	
POSTAGE/TRANSPORTATION FEES	001-521-30-4200	\$150	\$3,000	\$2,000	-33.3%	
UTILITIES EXPENSE	001-521-30-4300	\$63,842	\$54,000	\$65,000	20.4%	
RENTAL & LEASING	001-521-30-4400	\$2,133	\$10,500	\$5,000	-52.4%	
REPAIR & MAINTENANCE	001-521-30-4600	\$83,232	\$75,000	\$90,000	20%	
MISC. EXPENSE & OTHER CURRENT	001-521-30-4900	\$78	\$4,000	\$4,000	0%	
BOOT ALLOWANCE	001-521-30-4960	\$3,662	\$6,500	\$11,000	69.2%	Increased costs due to expected increase in staffing
OFFICE SUPPLIES	001-521-30-5100	\$1,588	\$5,000	\$5,000	0%	
OPERATING SUPPLIES	001-521-30-5200	\$52,647	\$85,000	\$85,000	0%	
FUEL EXPENSE	001-521-30-5250	\$149,285	\$180,000	\$200,000	11.1%	Due to increase in gas costs and increase in vehicles for additional personnel
SUBSCRIPTIONS/DUES	001-521-30-5400	\$1,675	\$3,000	\$4,500	50%	For Police App for recruiting and organization memberships
TRAINING	001-521-30-5500	\$36,517	\$40,000	\$40,000	0%	Increase in training costs and increase in personnel
Total Operating Expenses:		\$755,257	\$973,700	\$1,073,330	10.2%	
Capital Outlay						
CAPITAL IMPROVEMENT-OTHER	001-521-60-6300	\$208,279	\$40,000	\$0	-100%	
CAP. IMPROVEMENT-MACHINERY	001-521-60-6400	\$81,449	\$672,987	\$466,400	-15.9%	
Total Capital Outlay:		\$289,728	\$712,987	\$466,400	-21.6%	
Total Expense Objects:		\$5,483,674	\$8,755,907	\$9,721,260	13.7%	

Organizational Chart

Police Department Org Chart



Performance Measurement #1

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target
Conduct community policing initiatives by collaborating with businesses and the community to strengthen relationships and increase trust <i>(Strategic Plan Reference – Community Engagement)</i> .	# of community-related events held	30	40	45

Performance Measurement #2

Goal	Measurement	FY23 Actual	FY24 Target	FY25 Target
Continue to conduct quarterly officer recognition awards as well as an “Officer of the Year” award <i>(Strategic Plan Reference – Employee Recruitment and Retainment)</i> .	# of awards given	5	5	5

Performance Measurement #3

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target
Continue to provide training related to Cultural Diversity and De-escalation Techniques <i>(Strategic Plan Reference – Employee Recruitment and Retainment).</i>	# of trainings held	82	90	100

Goal #1

Maintain a vacancy rate of less than 10% for sworn and non-sworn personnel *(Strategic Plan Reference – Employee Recruitment and Retainment).*



Goal #2

Assist in the planning, development, and oversight of the construction of the Wildwood Police Substation *(Strategic Plan Reference – Community Engagement).*

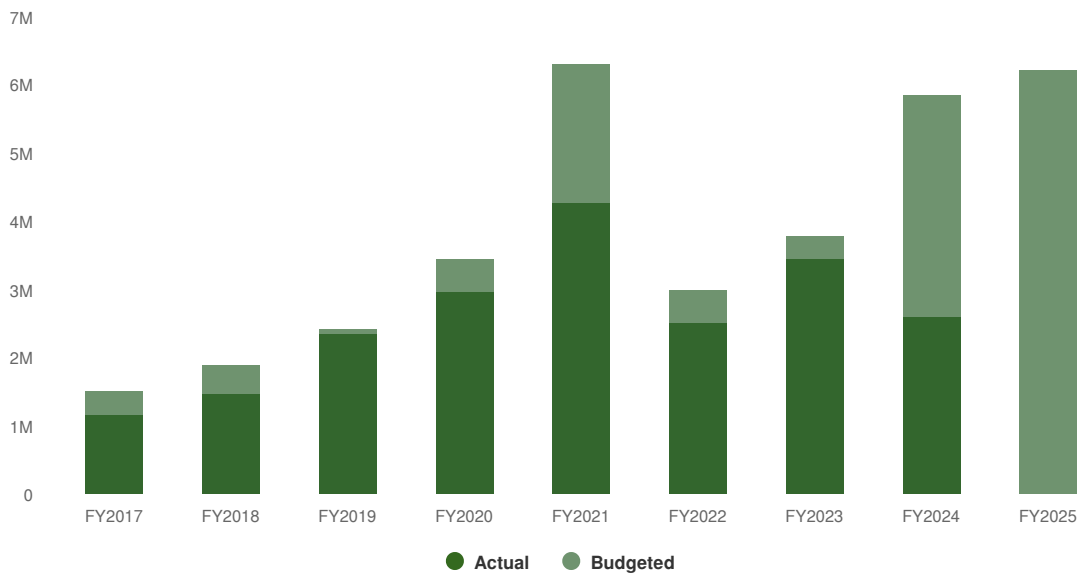
Public Works

The Public Works Department is responsible for the operational management of City streets, rights of way (ROW), stormwater, public facilities, and utility properties. The dedicated and diverse Public Works staff support these core functions through operational monitoring and maintenance of functions, such as pothole repairs, street sign repairs, pavement markings, roadway shoulder maintenance, sidewalk repairs, street lights, ROW mowing, tree canopy maintenance, and stormwater operations. The Public Works staff also supports the maintenance of all facilities to ensure that patrons and employees are provided safe, comfortable and accessible public spaces. The Public Works Department is also an essential first responder for emergency management services including storm preparedness and disaster recovery operations.

Expenditures Summary

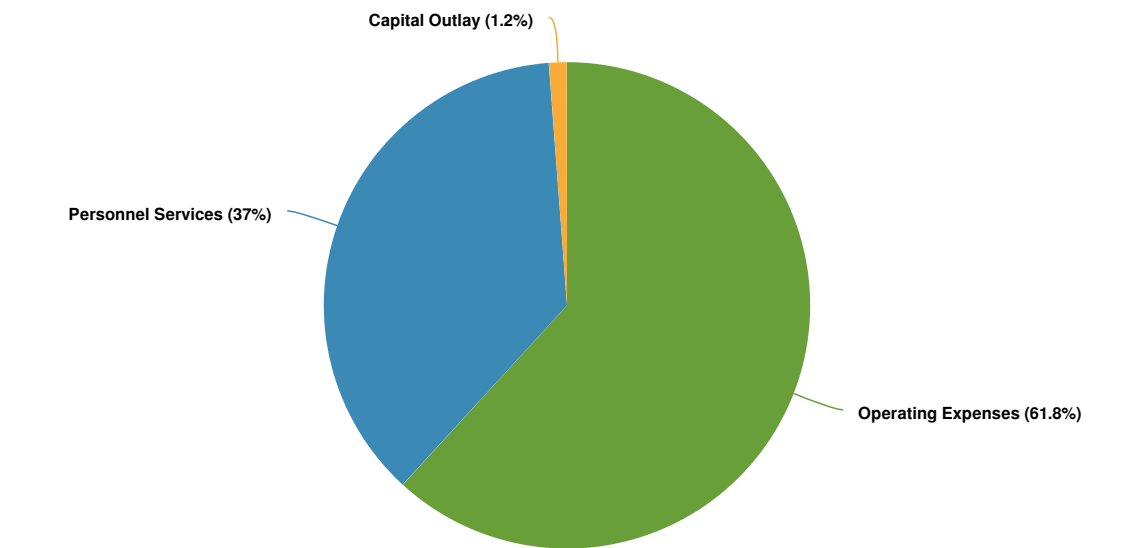
\$6,225,078 **\$361,498**
(6.17% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

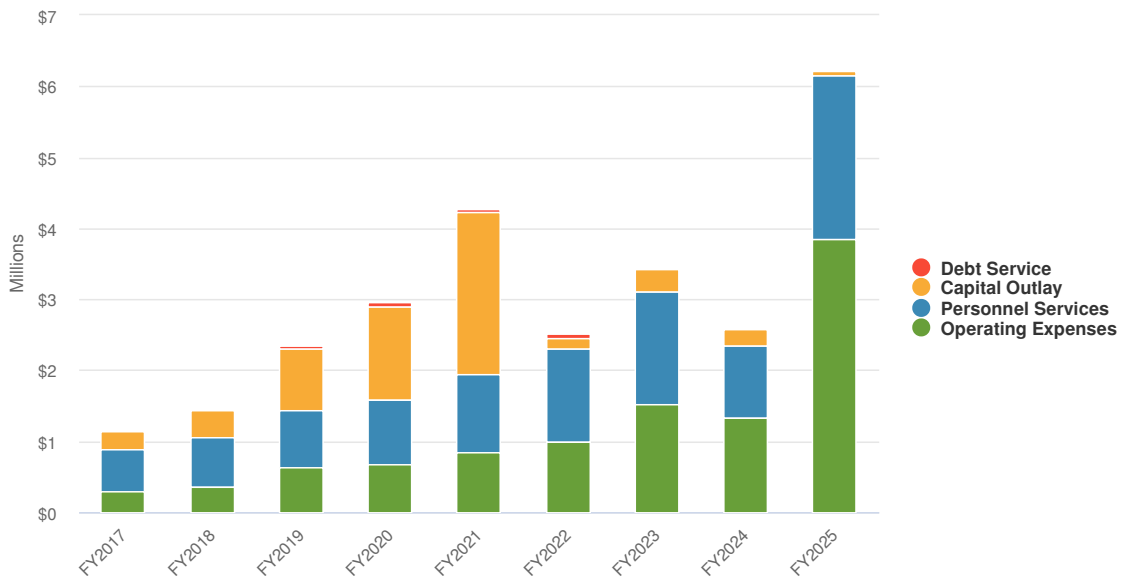


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



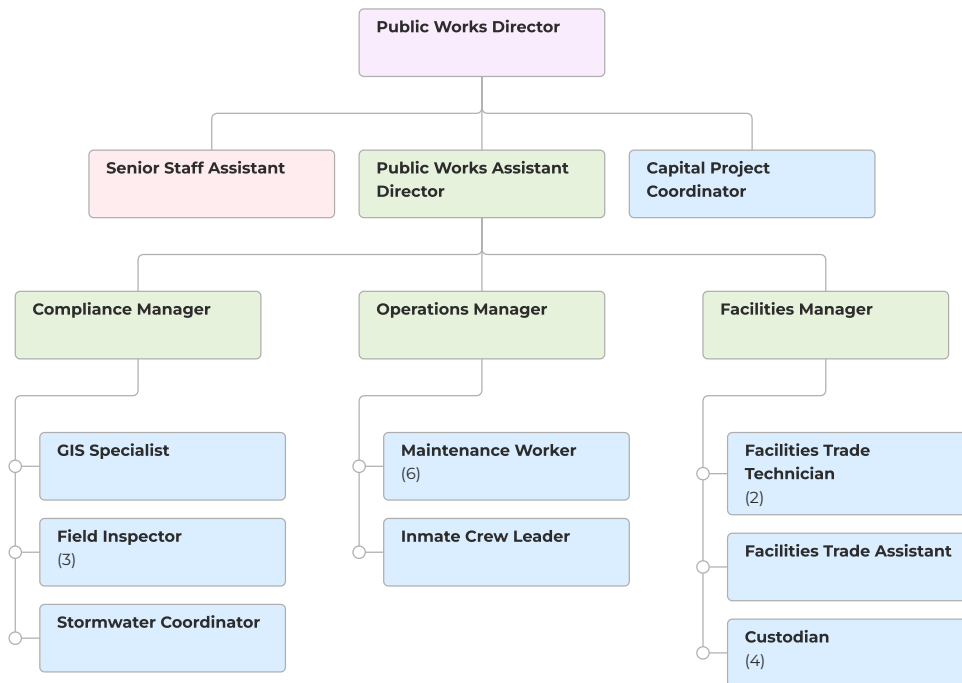
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	Notes
Expense Objects				
Personnel Services				
Salaries and Wages				
SALARIES	001-541-10-1200	\$955,824	\$1,538,070	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	Notes
ON CALL	001-541-10-1250	\$3,900	\$3,900	
OVERTIME	001-541-10-1300	\$11,917	\$12,000	
SICK LEAVE	001-541-10-1500	\$51,791	\$0	
VACATION PAY	001-541-10-1600	\$55,362	\$0	
HOLIDAY PAY	001-541-10-1800	\$39,264	\$0	
HOLIDAY PREMIUM	001-541-10-1820	\$7,596	\$0	
Total Salaries and Wages:		\$1,125,653	\$1,553,970	
Other Employment Benefits				
FICA EXPENSE	001-541-10-2100	\$86,233	\$118,880	
RETIREMENT	001-541-10-2200	\$171,717	\$236,570	
LIFE & HEALTH INSURANCE	001-541-10-2300	\$165,630	\$243,360	
UNEMPLOYMENT COMPENSATION	001-541-10-2500	\$40	\$2,000	
WORKERS COMPENSATION INSURANCE	001-541-10-2600	\$21,814	\$25,000	
Total Other Employment Benefits:		\$445,433	\$625,810	
Total Personnel Services:		\$1,571,086	\$2,179,780	
Operating Expenses				
PROFESSIONAL SERVICES	001-541-30-3100	\$132,050	\$454,949	
OTHER CONTRACTUAL SERVICES	001-541-30-3400	\$352,500	\$1,096,641	
RIGHT-OF-WAY MAINTENANCE	001-541-30-3440	\$242,818	\$395,000	
CLOTHING AND UNIFORMS	001-541-30-3450	\$8,766	\$8,000	
TRAVEL & PER DIEM	001-541-30-4000	\$1,435	\$5,500	
TELEPHONE EXPENSE	001-541-30-4100	\$20,442	\$24,600	
IT LICENSING / EQUIPMENT	001-541-30-4110	\$34,153	\$83,100	
POSTAGE/TRANSPORTATION FEES	001-541-30-4200	\$92	\$150	
UTILITIES EXPENSE	001-541-30-4300	\$22,780	\$23,200	
VILLAGES STREET LIGHTING	001-541-30-4350	\$507,878	\$600,000	
RENTAL & LEASING	001-541-30-4400	\$3,349	\$24,580	
REPAIR & MAINTENANCE	001-541-30-4600	\$45,875	\$51,500	
REPAIR & MAINTENANCE - BUILDINGS	001-541-30-4601	\$26,968	\$35,000	
PAVEMENT PRESERVATION/REHABILITATION	001-541-30-4603	\$0	\$1,000,000	
MISC. EXPENSE & OTHER CURRENT	001-541-30-4900	\$322	\$3,000	
LANDFILL DISPOSAL FEES	001-541-30-4940	\$3,904	\$6,000	
BOOT ALLOWANCE	001-541-30-4960	\$3,155	\$4,200	
OFFICE SUPPLIES	001-541-30-5100	\$2,537	\$3,000	
OPERATING SUPPLIES	001-541-30-5200	\$71,148	\$70,000	
FUEL EXPENSE	001-541-30-5250	\$31,161	\$35,000	
SUBSCRIPTIONS/DUES	001-541-30-5400	\$5,204	\$14,815	
TRAINING	001-541-30-5500	\$11,460	\$22,080	
Total Operating Expenses:		\$1,527,998	\$3,960,315	
Capital Outlay				
CITY HALL / ANNEX REHAB	001-541-60-6115	\$14,174	\$58,821	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	Notes
CAP. IMPROVEMENT-BUILDINGS	001-541-60-6200	\$0	\$150,000	
PUBLIC WORKS BUILDING	001-541-60-6210	\$6,308	\$0	
CAPITAL IMPROVEMENT-OTHER	001-541-60-6300	\$0	\$75,000	
CAP. IMPROVEMENT-MACHINERY	001-541-60-6400	\$303,139	\$231,297	
Total Capital Outlay:		\$323,621	\$515,118	
Debt Service				
PRINCIPAL-EQUIPMENT LEASE	001-541-60-6681	\$28,171	\$29,240	
INTEREST-EQUIPMENT LEASE	001-541-60-6691	\$2,160	\$1,110	
Total Debt Service:		\$30,332	\$30,350	
Total Expense Objects:		\$3,453,037	\$6,685,563	

Organizational Chart

Public Works Department Org Chart



Performance Measurement #1

Goal	Measurement	FY23 Actual	FY24 Target	FY25 Target	FY26 Target	FY27 Target
Complete Engineering Design Specifications for the Clay Drain Road and Signature Drive roadway improvements <i>(Strategic Plan Reference – Transportation)</i> .	% Complete	30%	40%	50%	60%	100%

Performance Measurement #2

Goal	Measurement	FY22 Actual	FY23 Actual	FY24 Target	FY25 Target
Complete the design and permitting activities for Huey Street roadway improvements <i>(Strategic Plan Reference – Transportation)</i> .	% Complete	25%	75%	90%	100%

Performance Measurement #3

Goal	Measurement	FY22 Actual	FY23 Actual	FY24 Target	FY25 Target
Complete the design and permitting activities for the Jackson Street roadway rehabilitation <i>(Strategic Plan Reference – Transportation)</i> .	% Complete	10%	50%	75%	100%

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Goal #1

Complete at least one stormwater facility improvement project *(Strategic Plan Reference – Infrastructure)*.

Goal #2

Complete annual documentation and submittal for the NPDES MS4 permit *(Strategic Plan Reference – Infrastructure)*.

Goal #3

Complete interior and exterior improvements of City facilities *(Strategic Plan Reference – Infrastructure)*.

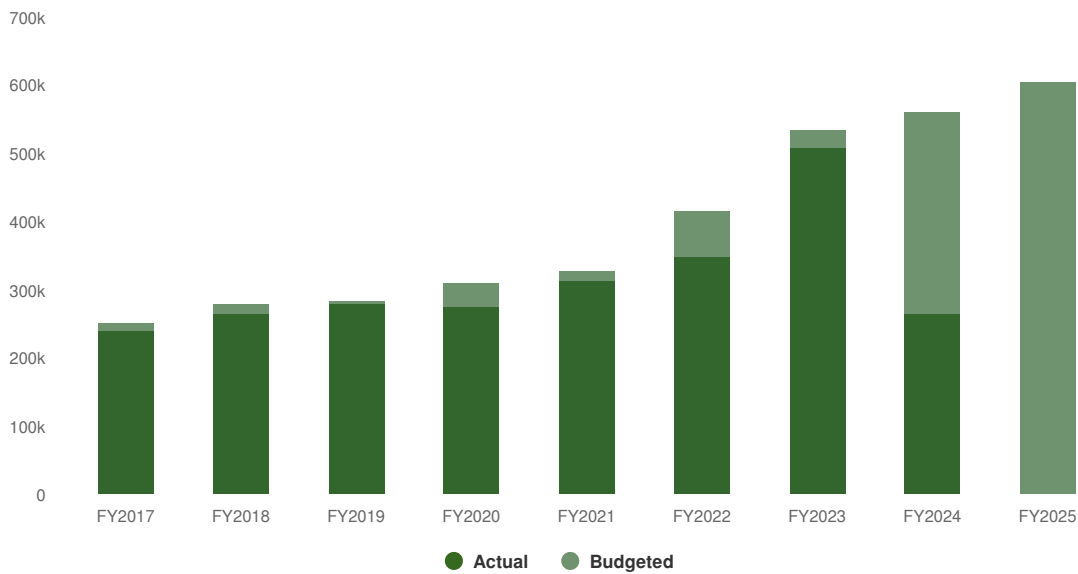
Fleet Services

The Fleet Services Department is responsible for the repair and maintenance of all City vehicles and equipment as well as keeping records of such repairs. The department also manages the purchasing of City vehicles and equipment. Fleet Services maintains the emergency generators and schedules the quarterly maintenance for the generators to ensure efficient operation in the case of an emergency. The department is also responsible for the purchase of fuel and maintenance of all fuel equipment.

Expenditures Summary

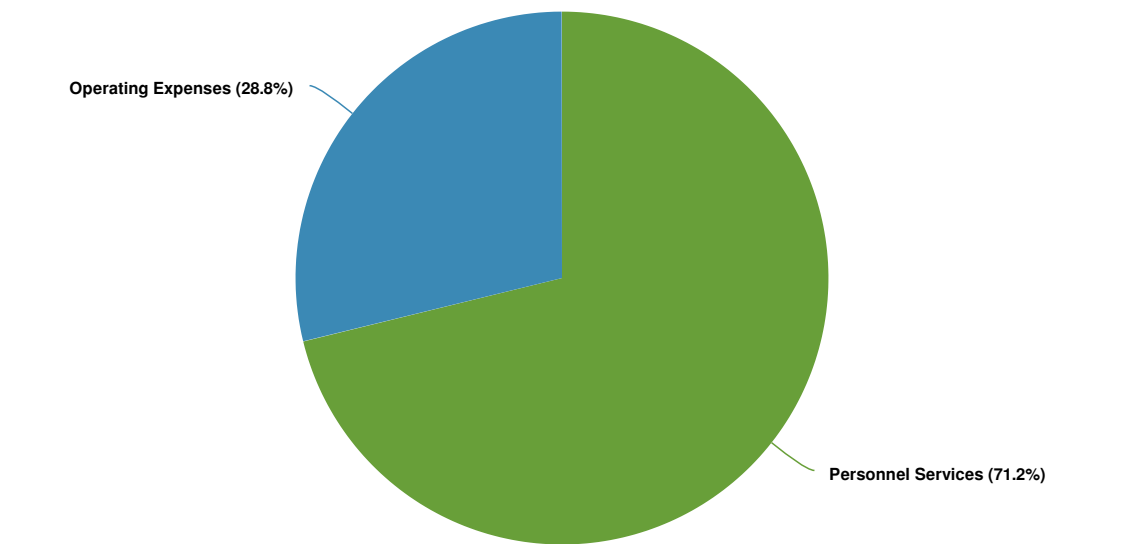
\$605,993 **\$45,763**
(8.17% vs. prior year)

Fleet Services Proposed and Historical Budget vs. Actual

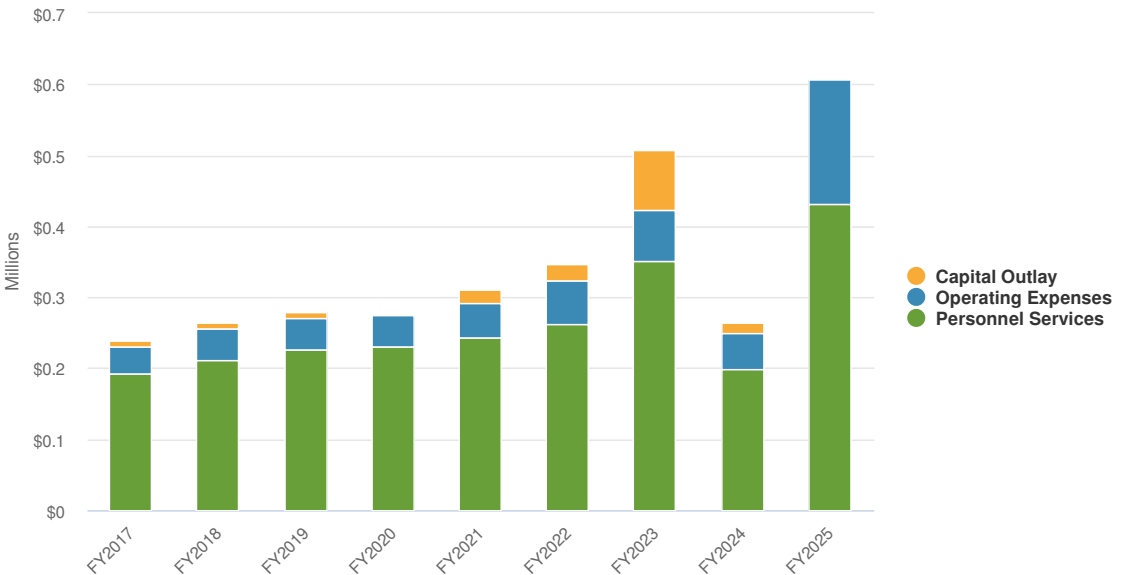


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



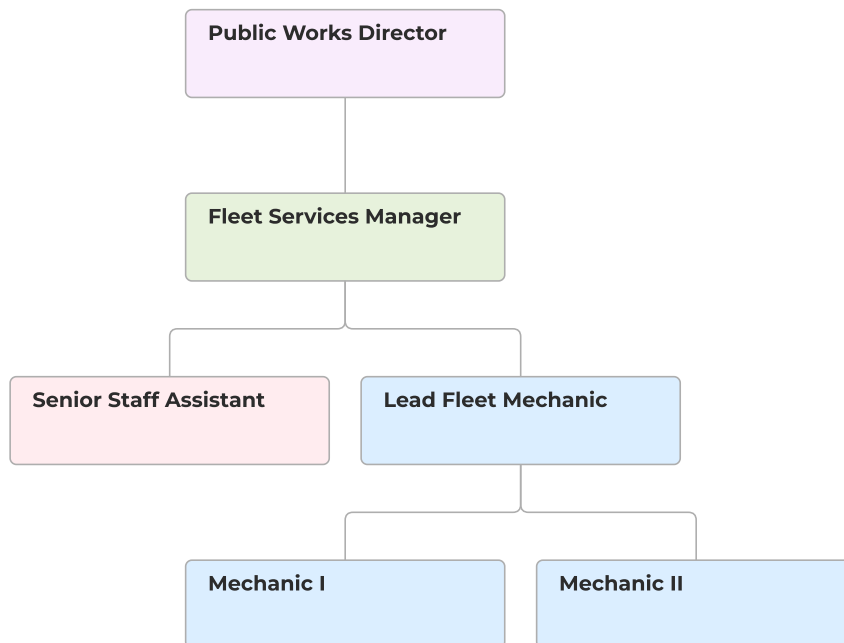
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-549-10-1200	\$222,326	\$292,280	\$297,335	1.7%	
OVERTIME	001-549-10-1300	\$0	\$1,500	\$1,500	0%	
SICK LEAVE	001-549-10-1500	\$5,641	\$0	\$0	0%	
VACATION PAY	001-549-10-1600	\$14,415	\$0	\$0	0%	
HOLIDAY PAY	001-549-10-1800	\$9,083	\$0	\$0	0%	
Total Salaries and Wages:		\$251,466	\$293,780	\$298,835	1.7%	
Other Employment Benefits						
FICA EXPENSE	001-549-10-2100	\$19,237	\$22,480	\$23,048	2.5%	
RETIREMENT	001-549-10-2200	\$31,312	\$39,870	\$40,530	1.7%	
BENEFIT ADMIN FEES	001-549-10-2210	\$36	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	001-549-10-2300	\$40,972	\$46,800	\$54,000	15.4%	
WORKERS COMPENSATION INSURANCE	001-549-10-2600	\$8,507	\$8,200	\$15,000	82.9%	
Total Other Employment Benefits:		\$100,065	\$117,350	\$132,578	13%	
Total Personnel Services:		\$351,531	\$411,130	\$431,413	4.9%	
Operating Expenses						
PROFESSIONAL SERVICES	001-549-30-3100	\$25	\$500	\$500	0%	
OTHER CONTRACTUAL SERVICES	001-549-30-3400	\$2,916	\$8,000	\$10,200	27.5%	
CLOTHING AND UNIFORMS	001-549-30-3450	\$2,588	\$1,500	\$3,500	133.3%	
TRAVEL & PER DIEM	001-549-30-4000	\$4	\$100	\$100	0%	
TELEPHONE EXPENSE	001-549-30-4100	\$3,840	\$3,500	\$3,500	0%	
IT LICENSING / EQUIPMENT	001-549-30-4110	\$12,133	\$31,500	\$52,580	66.9%	
POSTAGE/TRANSPORTATION FEES	001-549-30-4200	\$0	\$100	\$100	0%	
UTILITIES EXPENSE	001-549-30-4300	\$5,044	\$7,000	\$7,000	0%	
RENTAL & LEASING	001-549-30-4400	\$1,721	\$2,500	\$2,500	0%	
REPAIR & MAINTENANCE	001-549-30-4600	\$3,105	\$5,000	\$5,000	0%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
MISC. EXPENSE & OTHER CURRENT	001-549-30-4900	\$0	\$100	\$100	0%	
BOOT ALLOWANCE	001-549-30-4960	\$622	\$700	\$700	0%	
OFFICE SUPPLIES	001-549-30-5100	\$1,213	\$1,500	\$1,500	0%	
OPERATING SUPPLIES	001-549-30-5200	\$32,638	\$35,000	\$80,000	128.6%	
FUEL EXPENSE	001-549-30-5250	\$3,445	\$3,600	\$4,000	11.1%	
SUBSCRIPTIONS/DUES	001-549-30-5400	\$887	\$500	\$800	60%	
TRAINING	001-549-30-5500	\$1,434	\$3,000	\$2,500	-16.7%	
Total Operating Expenses:		\$71,615	\$104,100	\$174,580	67.7%	
Capital Outlay						
CAP. IMPROVEMENTS-MACHINERY/EQUIP	001-549-60-6400	\$84,300	\$45,000	\$0	-100%	
Total Capital Outlay:		\$84,300	\$45,000	\$0	-100%	
Total Expense Objects:		\$507,446	\$560,230	\$605,993	8.2%	

Organizational Chart

Fleet Services Department Org Chart



Goal #1

Continue implementing the Vehicle Replacement Program and begin phasing out vehicles that have been on the replacement list for an extended period (*Strategic Plan Reference - Infrastructure*).

Goal #2

Continue maintaining the GPS tracking system and work with each department to provide reports that support the promotion of safer driving practices (*Strategic Plan Reference - Infrastructure*).

Goal #3

Expand the City's tire replacement program to include tractors and heavy equipment and maintain an in-house replacement rate of 100% (*Strategic Plan Reference - Infrastructure*).

Goal #4

Begin phasing out the PubWorks software and work with the IT Department to identify and implement a more suitable software solution that meets the needs of the Fleet Services Department and enhances accountability (*Strategic Plan Reference - Infrastructure*).

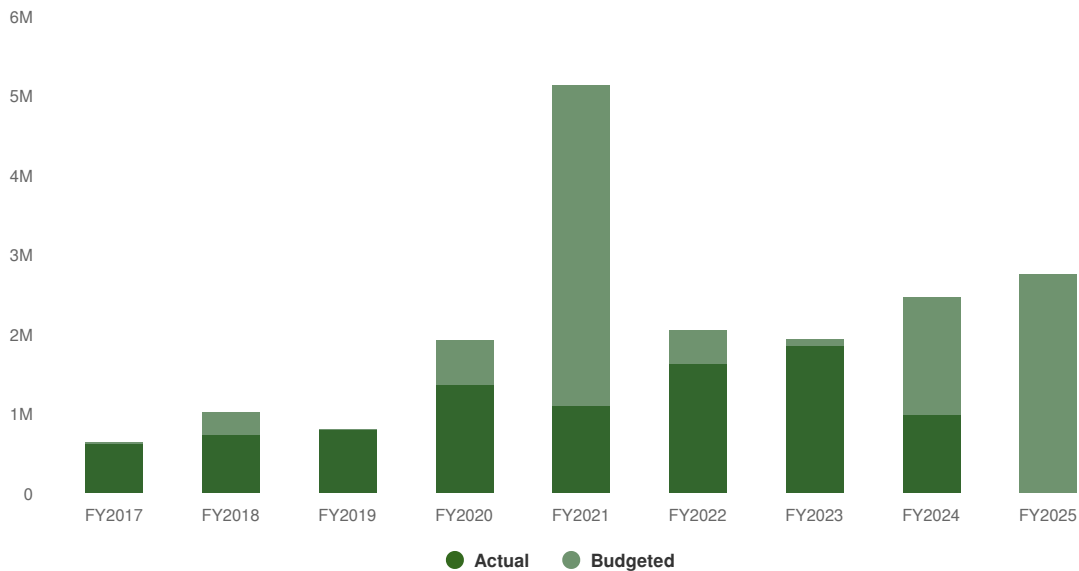
Parks and Recreation

The Parks & Recreation Department is responsible for providing exceptional parks, diverse recreational and leisure opportunities, and high-quality facilities. The department oversees and maintains a total of 8 parks, 3 community centers, a historical building, a cemetery, and various beautification projects around the City. The parks and facilities feature amenities to suit all interests, including athletic fields and courts, arts, performance, and event spaces. Fitness and wellness opportunities, boat ramp and waterfront areas, dog park and open spaces, and playgrounds and picnic shelters.

Expenditures Summary

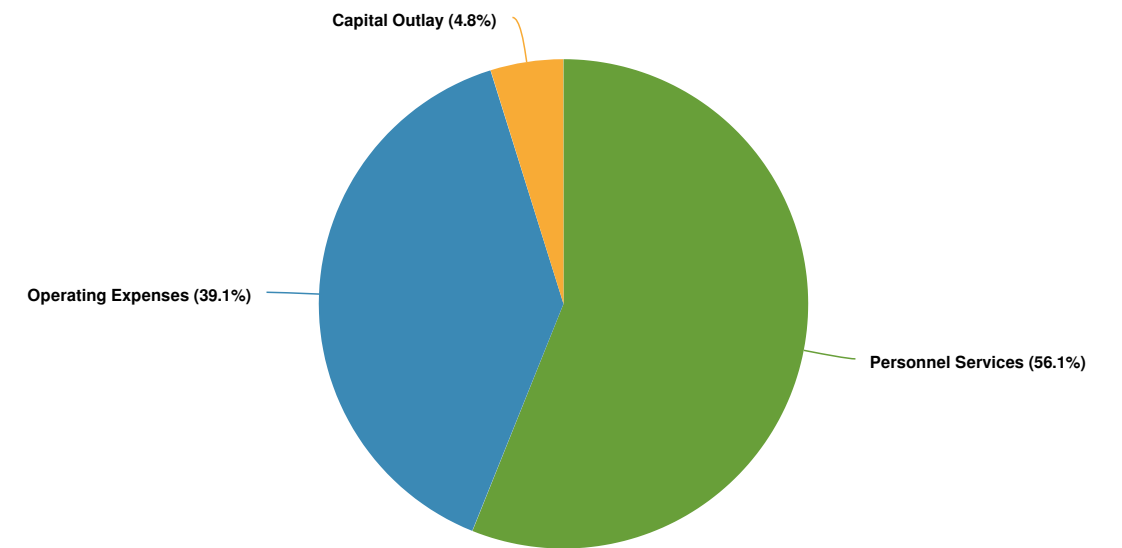
\$2,749,013 **\$283,063**
(11.48% vs. prior year)

Parks and Recreation Proposed and Historical Budget vs. Actual

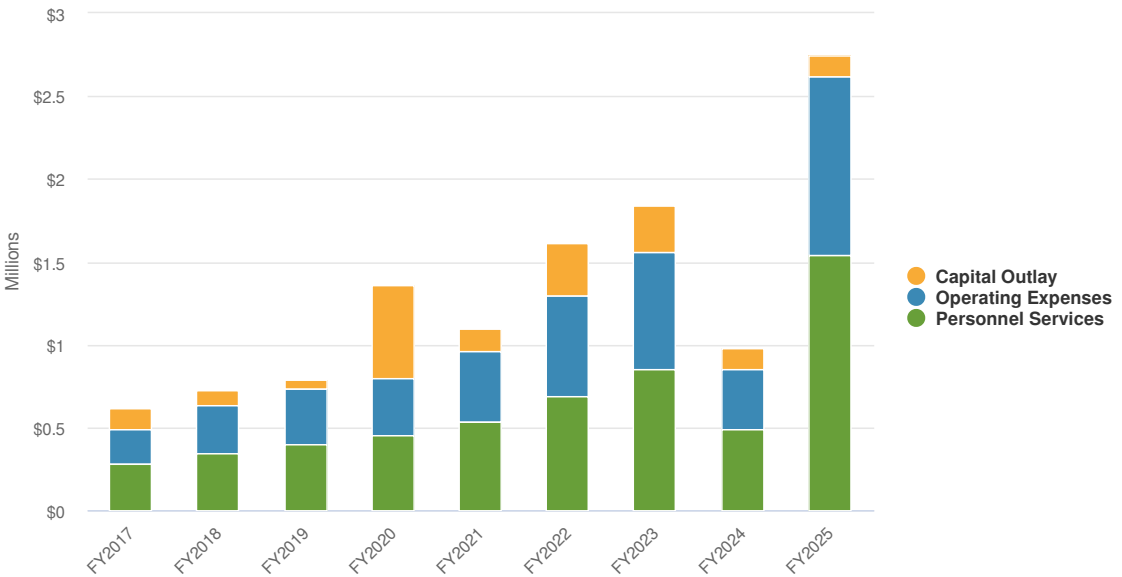


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



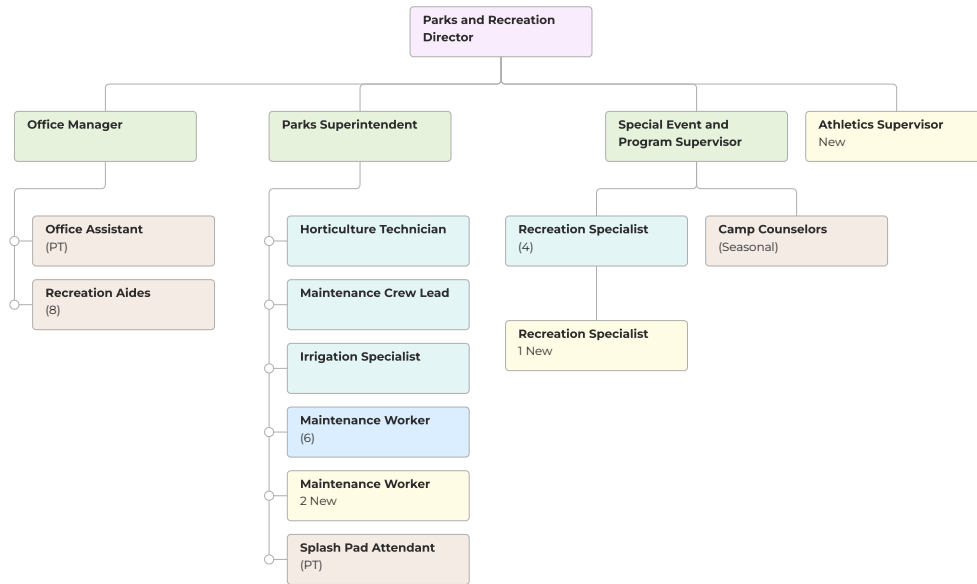
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-572-10-1200	\$542,651	\$1,027,940	\$1,056,402	2.8%	
ON CALL	001-572-10-1250	\$3,900	\$3,500	\$6,500	85.7%	
OVERTIME	001-572-10-1300	\$9,051	\$2,000	\$2,000	0%	
SICK LEAVE	001-572-10-1500	\$18,054	\$0	\$0	0%	
VACATION PAY	001-572-10-1600	\$19,145	\$0	\$0	0%	
HOLIDAY PAY	001-572-10-1800	\$20,145	\$0	\$0	0%	
Total Salaries and Wages:		\$612,945	\$1,033,440	\$1,064,902	3%	
Other Employment Benefits						
FICA EXPENSE	001-572-10-2100	\$47,180	\$79,060	\$76,642	-3.1%	
RETIREMENT	001-572-10-2200	\$74,455	\$140,240	\$171,109	22%	
BENEFIT ADMIN FEES	001-572-10-2210	\$9	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	001-572-10-2300	\$110,297	\$168,480	\$216,000	28.2%	
WORKERS COMPENSATION INSURANCE	001-572-10-2600	\$6,544	\$6,500	\$13,000	100%	
Total Other Employment Benefits:		\$238,485	\$394,280	\$476,751	20.9%	
Total Personnel Services:		\$851,430	\$1,427,720	\$1,541,653	8%	
Operating Expenses						
PROFESSIONAL SERVICES	001-572-30-3100	\$15,127	\$14,000	\$14,000	0%	
OTHER CONTRACTUAL SERVICES	001-572-30-3400	\$101,881	\$159,200	\$204,900	28.7%	
CLOTHING AND UNIFORMS	001-572-30-3450	\$2,882	\$8,250	\$10,150	23%	
TRAVEL & PER DIEM	001-572-30-4000	\$840	\$4,550	\$4,550	0%	
TELEPHONE EXPENSE	001-572-30-4100	\$24,707	\$14,600	\$28,500	95.2%	
IT LICENSING / EQUIPMENT	001-572-30-4110	\$39,820	\$53,720	\$44,000	-18.1%	
ADVERTISING AND PROMOTIONS	001-572-30-4150	\$31,535	\$25,000	\$25,000	0%	
POSTAGE/TRANSPORTATION FEES	001-572-30-4200	\$5	\$200	\$150	-25%	
UTILITIES EXPENSE	001-572-30-4300	\$32,956	\$35,000	\$40,000	14.3%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
RENTAL & LEASING	001-572-30-4400	\$3,516	\$6,900	\$6,900	0%	
REPAIR & MAINTENANCE	001-572-30-4600	\$35,138	\$48,650	\$100,750	107.1%	
REPAIR & MAINTENANCE - BUILDINGS	001-572-30-4601	\$23,465	\$36,000	\$38,000	5.6%	
BAKER HOUSE MAINTENANCE	001-572-30-4610	\$1,496	\$15,000	\$10,000	-33.3%	
BAKER HOUSE OPERATIONS-OTHER MISC.	001-572-30-4620	\$4,930	\$5,720	\$5,300	-7.3%	
BAKER HOUSE SPECIAL EVENTS	001-572-30-4630	\$11,357	\$15,000	\$12,000	-20%	
MISC. EXPENSE & OTHER CURRENT	001-572-30-4900	\$424	\$5,000	\$5,000	0%	
SPECIAL EVENTS	001-572-30-4910	\$132,975	\$165,800	\$170,000	2.5%	
ATHLETIC LEAGUES & ACTIVITIES	001-572-30-4915	\$89,783	\$104,400	\$109,400	4.8%	
YOUTH CAMP & PROGRAMS	001-572-30-4920	\$13,595	\$48,000	\$52,500	9.4%	
BOOT ALLOWANCE	001-572-30-4960	\$929	\$1,580	\$2,450	55.1%	
OFFICE SUPPLIES	001-572-30-5100	\$3,185	\$4,500	\$4,500	0%	
OPERATING SUPPLIES	001-572-30-5200	\$77,302	\$81,500	\$88,500	8.6%	
FUEL EXPENSE	001-572-30-5250	\$22,071	\$25,000	\$25,000	0%	
LANDSCAPING	001-572-30-5280	\$27,066	\$15,000	\$62,000	313.3%	
SUBSCRIPTIONS/DUES	001-572-30-5400	\$427	\$3,210	\$3,210	0%	
TRAINING	001-572-30-5500	\$5,990	\$7,200	\$8,500	18.1%	
Total Operating Expenses:		\$703,403	\$902,980	\$1,075,260	19.1%	
Capital Outlay						
CAP. IMPROVEMENT-BUILDINGS	001-572-60-6200	\$38,696	\$14,500	\$0	-100%	
CAPITAL IMPROVEMENT-OTHER	001-572-60-6300	\$0	\$13,000	\$0	-100%	
MLK PARK PROJECT	001-572-60-6351	\$94,687	\$0	\$0	0%	
CAP. IMPROVEMENT-MACHINERY	001-572-60-6400	\$153,370	\$107,750	\$132,100	22.6%	
Total Capital Outlay:		\$286,753	\$135,250	\$132,100	-2.3%	
Total Expense Objects:		\$1,841,585	\$2,465,950	\$2,749,013	11.5%	

Organizational Chart

Parks and Recreation Department



Performance Measurement #1

Goal	Measurement	FY24 Actual	FY25 Target	FY26 Target
Increase the Department's Civic Ready Alert subscribers (Strategic Plan References – Community Engagement).	# of New Subscribers	0	500	750

Goal #1

Obtain a consultant to produce a pedestrian and bicycle master plan for consideration by the City Commission (Strategic Plan Reference – Transportation).

Goal #2

Obtain a consultant to produce a master development plan for Oxford Park for consideration by the City Commission (Strategic Plan Reference – Downtown Redevelopment).

Goal #3

Create and disseminate a Community Needs Assessment to identify future department programs (Strategic Plan Reference – Community Engagement).

Goal #4

Enhance staff knowledge, skills, and abilities (KSAs) through specialized training sessions and industry-specific courses (Strategic Plan Reference – Employee Recruitment and Retainment).

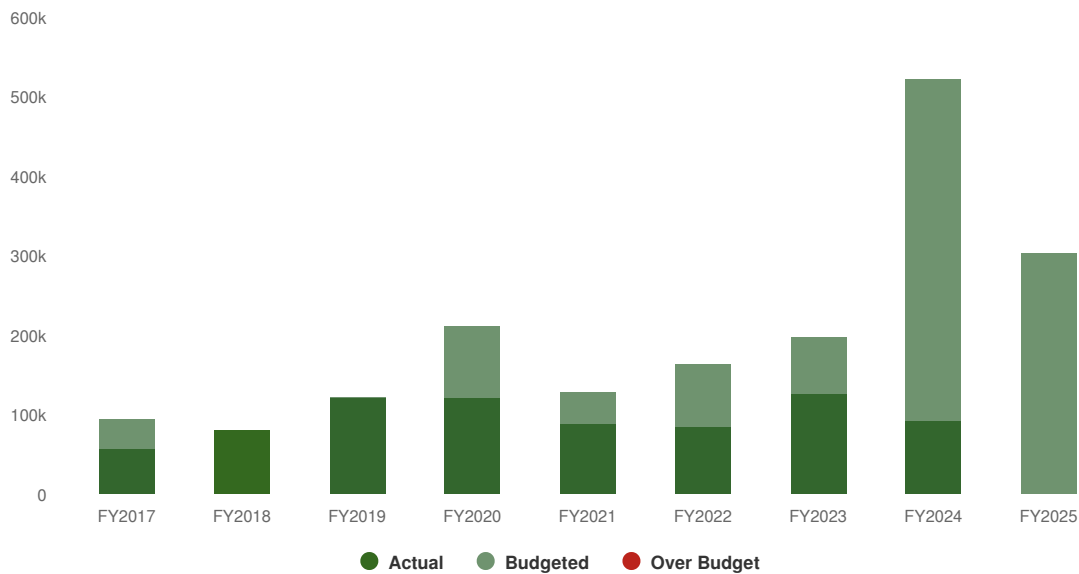
Community Center

The Community Center is an extension of the Parks & Recreation Department. It is comprised of 3 community centers; Martin Luther King Jr., Oxford Community Center, and Wildwood Community Center. All the Community Centers are rented to the public on a first come, first served basis. The Community Centers offer an assortment of rooms to accommodate a variety of meetings, and serve as a location for weddings, parties, dances, plays, and banquets. Amenities at some of the centers include kitchens or service areas, as well as A/V hookups. All centers have tables and chairs available for a variety of seating configurations. The Community Centers are host to a variety of programs and classes, like Tai-Chi, Dance, Painting, Zumba, Yoga, and Chair Yoga, to name a few.

Expenditures Summary

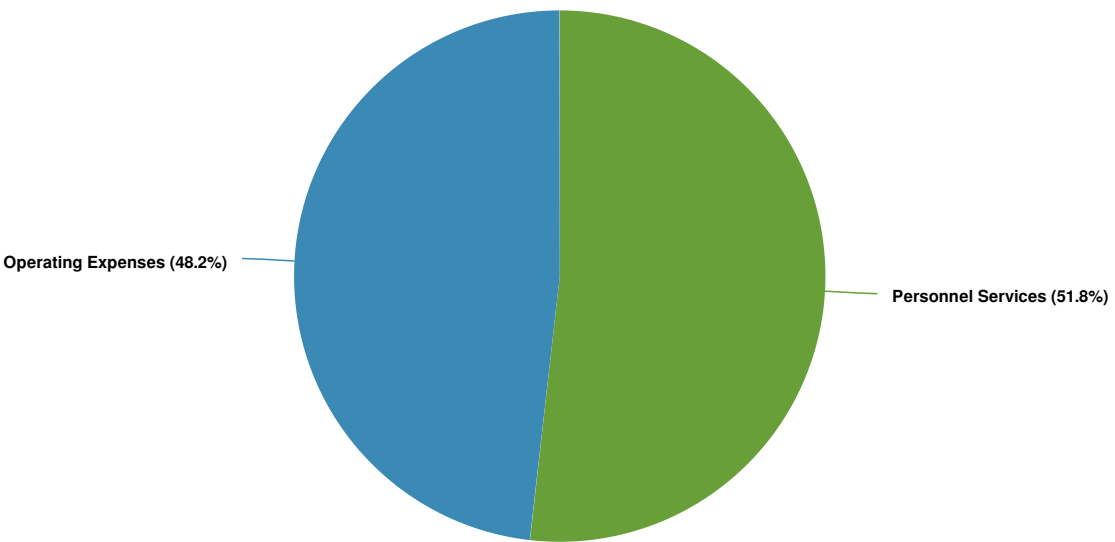
\$304,243 **-\$218,197**
(-41.76% vs. prior year)

Community Center Proposed and Historical Budget vs. Actual

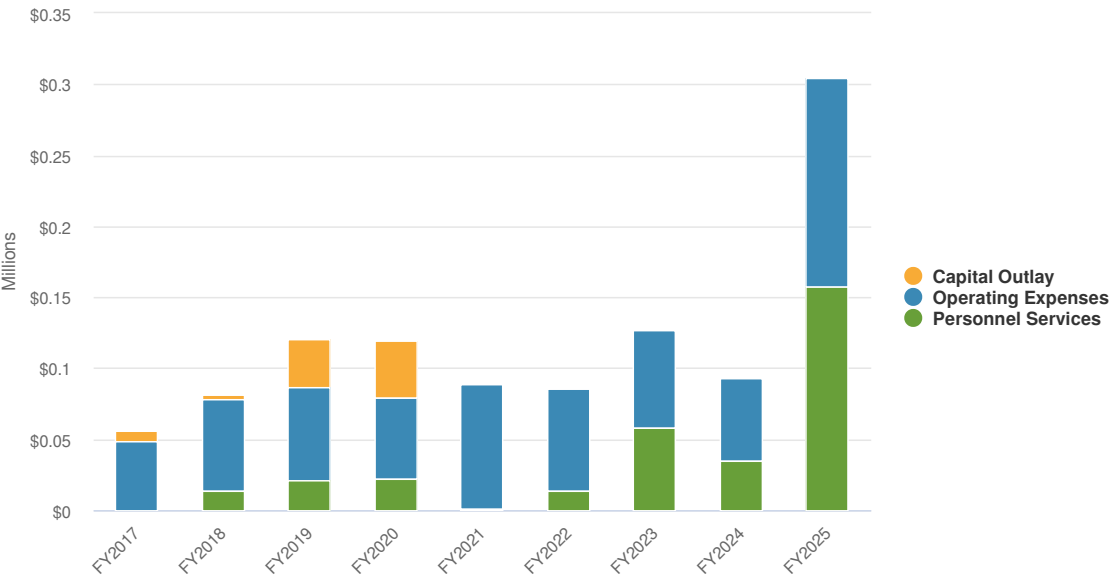


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

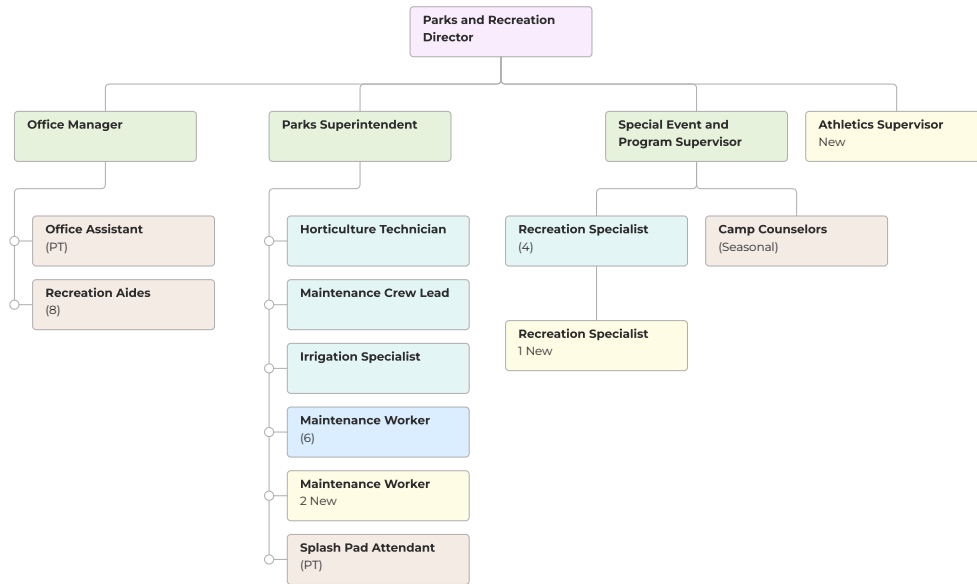


Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	001-575-10-1200	\$48,504	\$140,290	\$129,843	-7.4%	
Total Salaries and Wages:		\$48,504	\$140,290	\$129,843	-7.4%	
Other Employment Benefits						
FICA EXPENSE	001-575-10-2100	\$3,711	\$10,740	\$10,070	-6.2%	
RETIREMENT	001-575-10-2200	\$6,024	\$19,040	\$17,700	-7%	
LIFE & HEALTH INSURANCE	001-575-10-2300	\$5	\$200	\$0	-100%	
Total Other Employment Benefits:		\$9,740	\$29,980	\$27,770	-7.4%	
Total Personnel Services:		\$58,243	\$170,270	\$157,613	-7.4%	
Operating Expenses						
PROFESSIONAL SERVICES	001-575-30-3100	\$500	\$3,000	\$3,000	0%	
OTHER CONTRACTUAL SERVICES	001-575-30-3400	\$3,995	\$8,440	\$15,000	77.7%	
CLOTHING AND UNIFORMS	001-575-30-3450	\$0	\$1,200	\$1,200	0%	
TELEPHONE EXPENSE	001-575-30-4100	\$2,980	\$6,680	\$6,680	0%	
POSTAGE/TRANSPORTATION FEES	001-575-30-4200	\$134	\$250	\$150	-40%	
UTILITIES EXPENSE	001-575-30-4300	\$52,039	\$40,000	\$45,000	12.5%	
RENTAL & LEASING	001-575-30-4400	\$981	\$1,600	\$4,500	181.3%	
REPAIR & MAINTENANCE	001-575-30-4600	\$2,826	\$30,000	\$50,000	66.7%	
OFFICE SUPPLIES	001-575-30-5100	\$898	\$1,000	\$1,000	0%	
OPERATING SUPPLIES	001-575-30-5200	\$3,715	\$10,000	\$20,000	100%	
SUBSCRIPTIONS/DUES	001-575-30-5400	\$75	\$0	\$100	N/A	
Total Operating Expenses:		\$68,143	\$102,170	\$146,630	43.5%	
Capital Outlay						
CAP. IMPROVEMENT-BUILDINGS	001-575-60-6200	\$0	\$250,000	\$0	-100%	
Total Capital Outlay:		\$0	\$250,000	\$0	-100%	
Total Expense Objects:		\$126,387	\$522,440	\$304,243	-41.8%	

Organizational Chart

Parks and Recreation Department



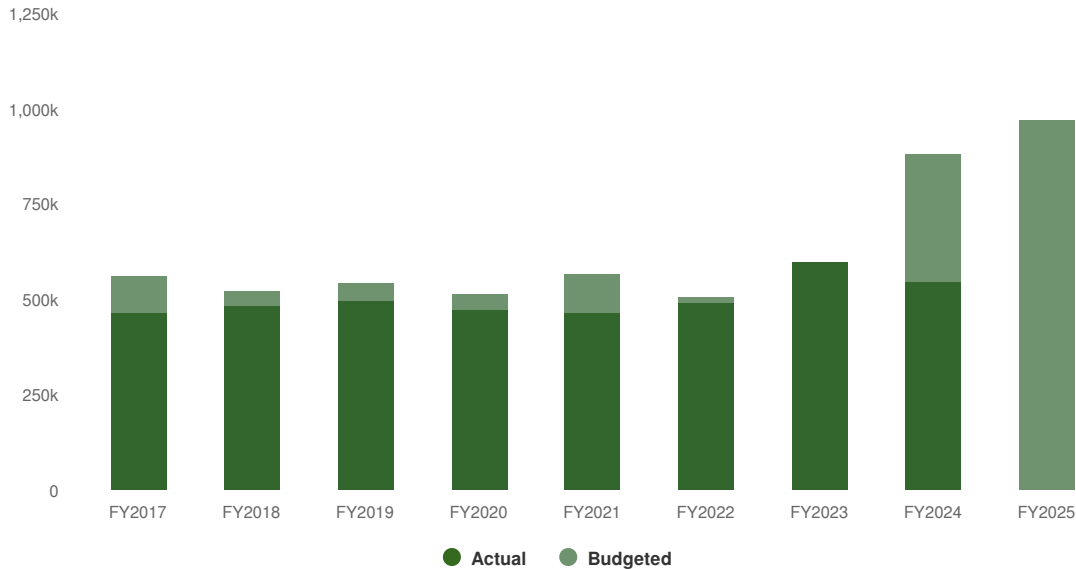
Physical Environment

The Physical Environment Department is responsible for all operations related to meter reading, billing, and collection for the City's utility services. As the primary point of contact for the City of Wildwood, the Department provides prompt, courteous, and efficient support to customers with concerns regarding water, wastewater, and/or refuse services, ensuring all matters are resolved to the customers' satisfaction in a timely manner. Physical Environment coordinates with other City departments for establishing utility service(s) for new construction/development, while ensuring compliance with all organizational policies and City ordinances.

Expenditures Summary

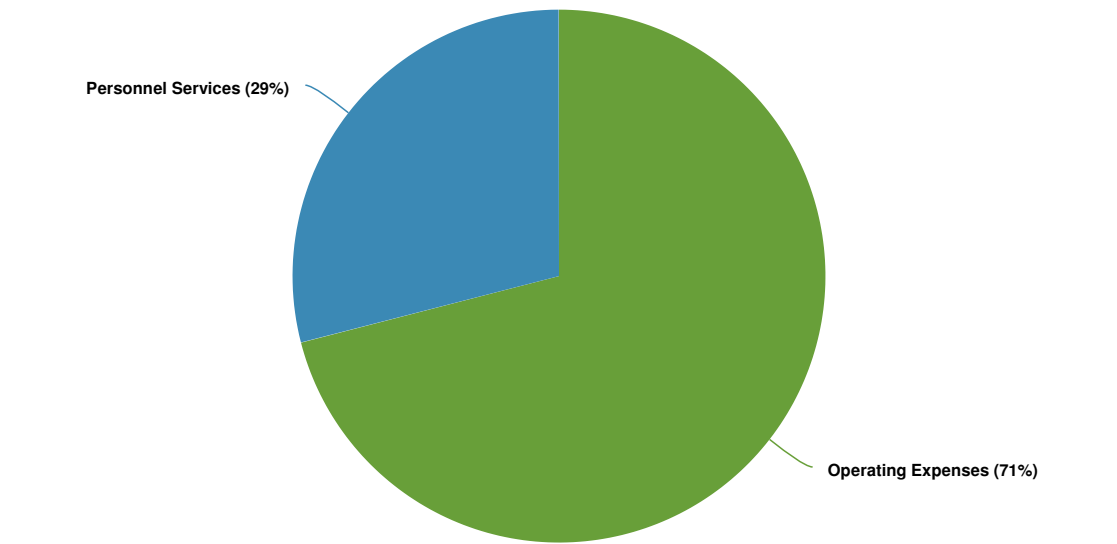
\$970,277 **\$89,887**
(10.21% vs. prior year)

Physical Environment Proposed and Historical Budget vs. Actual

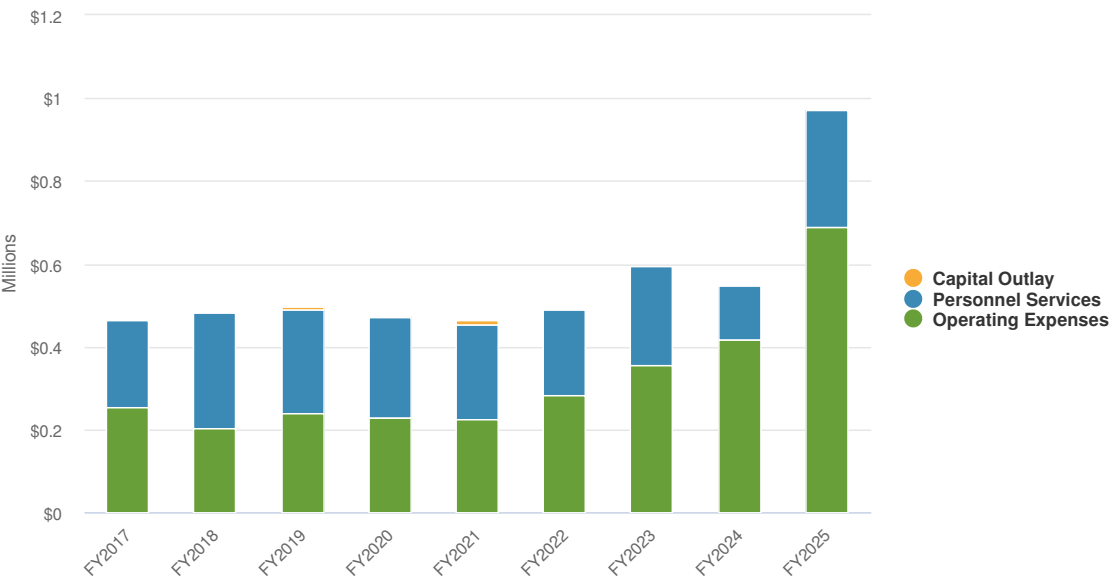


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



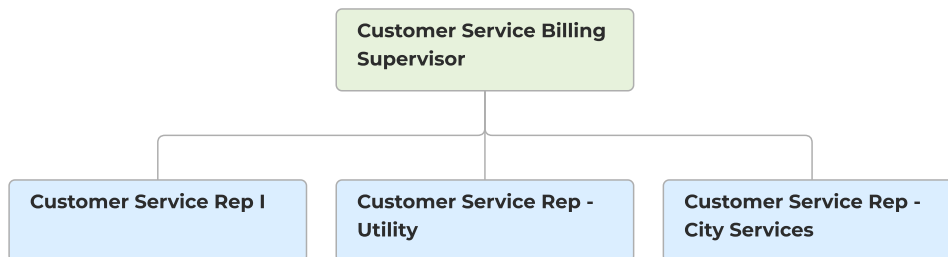
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	401-530-10-1200	\$146,570	\$191,040	\$194,926	2%	
OVERTIME	401-530-10-1300	\$0	\$1,000	\$0	-100%	
SICK LEAVE	401-530-10-1500	\$6,946	\$0	\$0	0%	
VACATION PAY	401-530-10-1600	\$8,073	\$0	\$0	0%	
HOLIDAY PAY	401-530-10-1800	\$6,078	\$0	\$0	0%	
Total Salaries and Wages:		\$167,667	\$192,040	\$194,926	1.5%	
Other Employment Benefits						
FICA EXPENSE	401-530-10-2100	\$12,807	\$14,700	\$15,111	2.8%	
RETIREMENT	401-530-10-2200	\$20,845	\$25,880	\$26,570	2.7%	
BENEFIT ADMIN FEES	401-530-10-2210	\$129	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	401-530-10-2300	\$36,885	\$37,440	\$43,200	15.4%	
UNEMPLOYMENT COMPENSATION	401-530-10-2500	\$0	\$1,500	\$0	-100%	
WORKERS COMPENSATION INSURANCE	401-530-10-2600	\$1,091	\$1,000	\$1,600	60%	
Total Other Employment Benefits:		\$71,756	\$80,520	\$86,481	7.4%	
Total Personnel Services:		\$239,423	\$272,560	\$281,407	3.2%	
Operating Expenses						
PROFESSIONAL SERVICES	401-530-30-3100	\$2,750	\$3,000	\$3,000	0%	
ACCOUNTING & AUDITING FEES	401-530-30-3200	\$19,250	\$24,000	\$35,000	45.8%	
OTHER CONTRACTUAL SERVICES	401-530-30-3400	\$28,943	\$34,950	\$35,750	2.3%	
TRAVEL & PER DIEM	401-530-30-4000	\$0	\$500	\$500	0%	
TELEPHONE EXPENSE	401-530-30-4100	\$4,702	\$5,000	\$5,400	8%	
IT LICENSING / EQUIPMENT	401-530-30-4110	\$26,621	\$37,730	\$45,520	20.6%	
POSTAGE/TRANSPORTATION FEES	401-530-30-4200	\$25,964	\$32,800	\$32,800	0%	
UTILITIES EXPENSE	401-530-30-4300	\$17,422	\$20,000	\$20,000	0%	
RENTAL & LEASING	401-530-30-4400	\$2,950	\$3,650	\$3,750	2.7%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
GENERAL INSURANCE	401-530-30-4500	\$186,070	\$400,000	\$450,000	12.5%	
REPAIR & MAINTENANCE	401-530-30-4600	\$10,473	\$23,700	\$31,950	34.8%	
MISC. EXPENSE & OTHER CURRENT	401-530-30-4900	\$25,143	\$14,500	\$16,200	11.7%	
OFFICE SUPPLIES	401-530-30-5100	\$970	\$1,000	\$1,000	0%	
OPERATING SUPPLIES	401-530-30-5200	\$4,580	\$5,500	\$5,500	0%	
SUBSCRIPTIONS/DUES	401-530-30-5400	\$38	\$500	\$500	0%	
TRAINING	401-530-30-5500	\$702	\$1,000	\$2,000	100%	
Total Operating Expenses:		\$356,578	\$607,830	\$688,870	13.3%	
Total Expense Objects:		\$596,001	\$880,390	\$970,277	10.2%	

Organizational Chart

Physical Environment Department Org Chart



Goal #1

Establish a comprehensive quarterly review process aimed at verifying the accuracy of billing statements and identifying opportunities for improving the efficiency of billing processes (*Strategic Plan Reference – Community Engagement*).

Goal #2

Encourage greater adoption of digital and automated payment methods by increasing customer awareness and accessibility (*Strategic Plan References – Community Engagement*).

Goal #3

Work in partnership with the Development Services and Executive departments to promote and strengthen initiatives related to solid waste management and community cleanup efforts in accordance with the Downtown Master Plan (*Strategic Plan Reference – Community Engagement*).

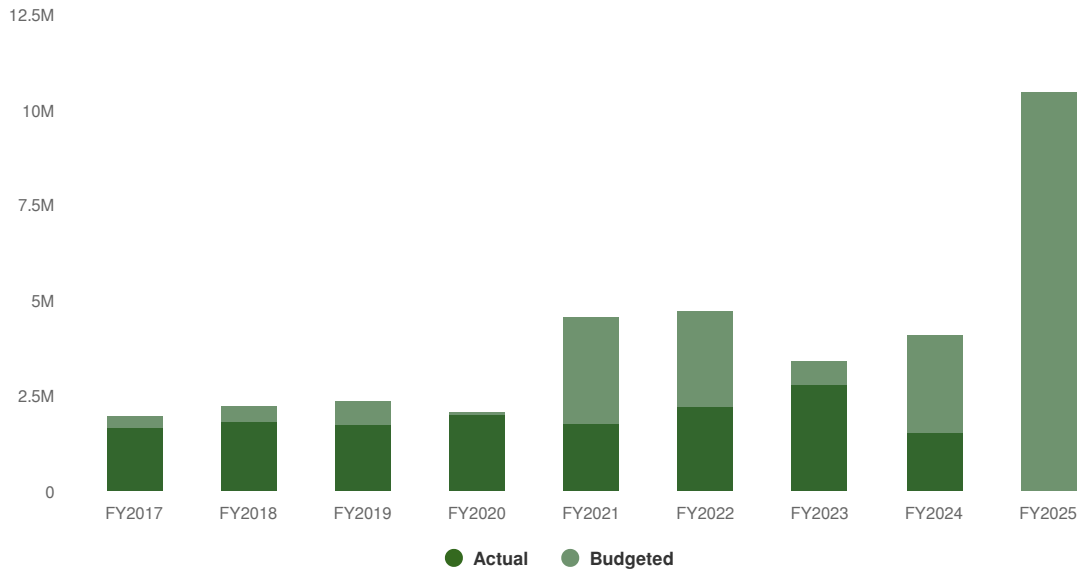
Water Division

The Utility Department Water Division maintains the City's water operations in accordance with federal, state, and local regulations. Responsibilities include collecting samples for testing, locating, maintaining, repairing and installing infrastructure; inspecting, installing, and changing water meters; and inspecting and maintaining valves and fire hydrants.

Expenditures Summary

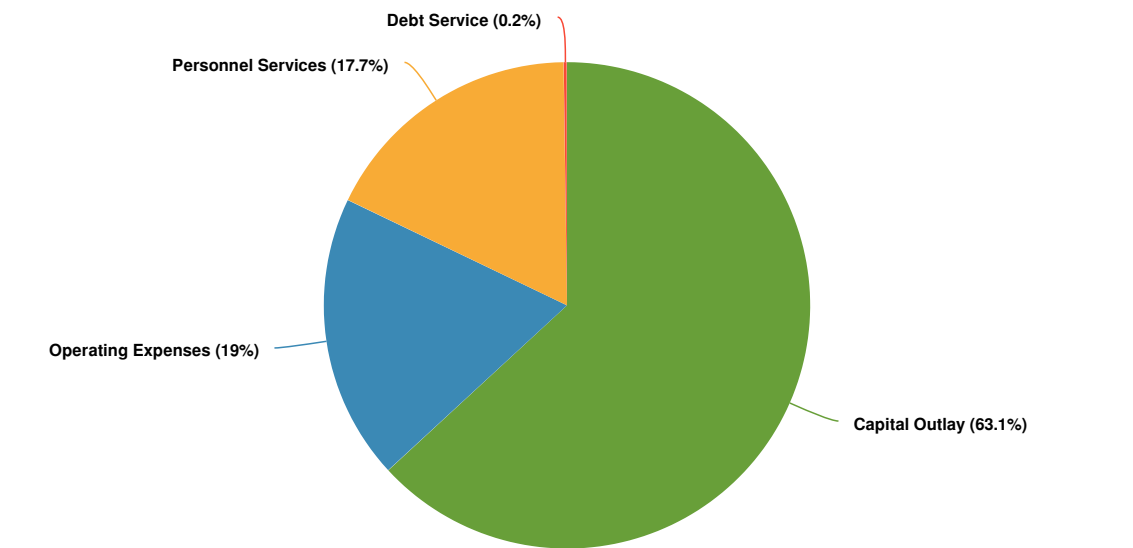
\$10,445,973 **\$6,368,223**
(156.17% vs. prior year)

Water Division Proposed and Historical Budget vs. Actual

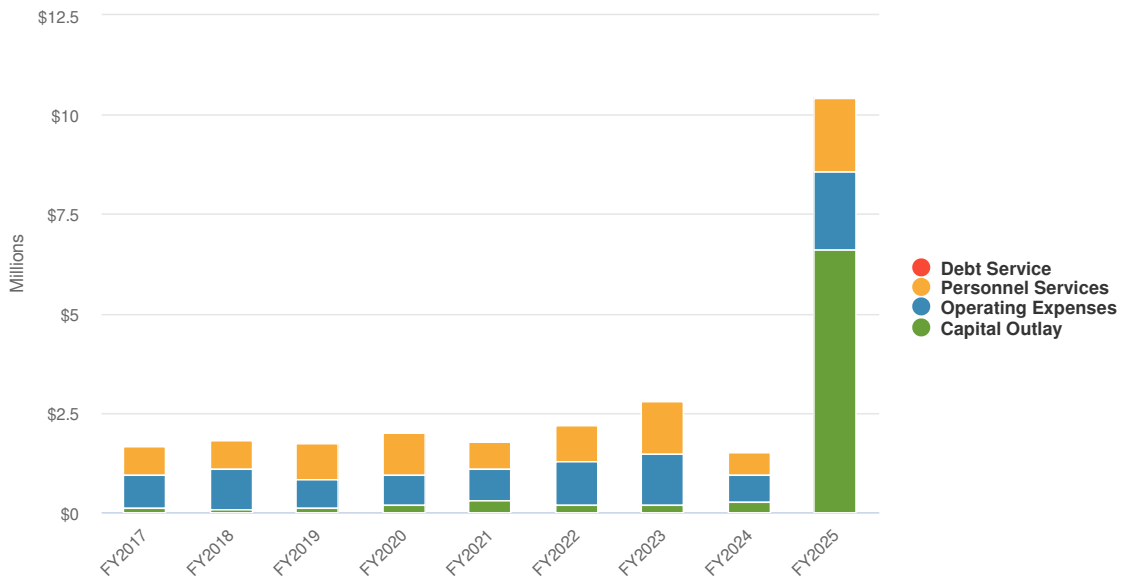


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

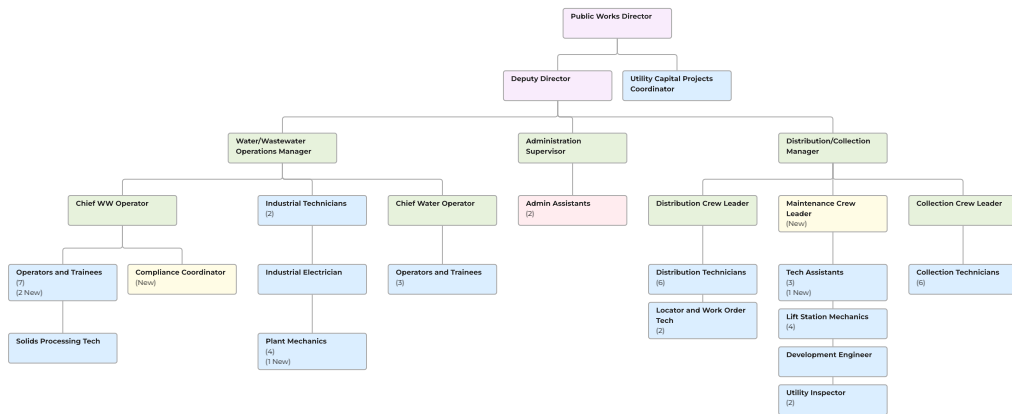
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	401-533-10-1200	\$682,908	\$967,250	\$1,255,075	29.8%	
ON CALL	401-533-10-1250	\$7,950	\$7,800	\$14,000	79.5%	
SHIFT DIFFERENTIAL	401-533-10-1260	\$0	\$0	\$5,200	N/A	
OVERTIME	401-533-10-1300	\$11,878	\$15,000	\$15,000	0%	
SICK LEAVE	401-533-10-1500	\$23,142	\$0	\$0	0%	
VACATION PAY	401-533-10-1600	\$39,942	\$0	\$0	0%	
HOLIDAY PAY	401-533-10-1800	\$24,209	\$0	\$0	0%	
HOLIDAY PREMIUM	401-533-10-1820	\$2,584	\$5,000	\$5,000	0%	
Total Salaries and Wages:		\$792,613	\$995,050	\$1,294,275	30.1%	
Other Employment Benefits						
FICA EXPENSE	401-533-10-2100	\$57,882	\$76,130	\$94,382	24%	
RETIREMENT	401-533-10-2200	\$317,112	\$135,030	\$186,626	38.2%	
BENEFIT ADMIN FEES	401-533-10-2210	\$86	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	401-533-10-2300	\$114,181	\$168,480	\$244,070	44.9%	
UNEMPLOYMENT COMPENSATION	401-533-10-2500	\$0	\$2,500	\$0	-100%	
WORKERS COMPENSATION INSURANCE	401-533-10-2600	\$16,360	\$16,000	\$25,500	59.4%	
Total Other Employment Benefits:		\$505,621	\$398,140	\$550,578	38.3%	
Total Personnel Services:		\$1,298,234	\$1,393,190	\$1,844,853	32.4%	
Operating Expenses						
PROFESSIONAL SERVICES	401-533-30-3100	\$64,276	\$124,100	\$186,000	210%	
OTHER CONTRACTUAL SERVICES	401-533-30-3400	\$69,380	\$349,000	\$259,700	-25.6%	
CLOTHING AND UNIFORMS	401-533-30-3450	\$5,724	\$9,000	\$11,000	22.2%	
TRAVEL & PER DIEM	401-533-30-4000	\$7,055	\$8,000	\$8,000	0%	
TELEPHONE EXPENSE	401-533-30-4100	\$32,435	\$38,600	\$30,000	-22.3%	
IT LICENSING / EQUIPMENT	401-533-30-4110	\$37,241	\$83,500	\$57,110	-31.6%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
POSTAGE/TRANSPORTATION FEES	401-533-30-4200	\$1,221	\$3,500	\$3,500	0%	
UTILITIES EXPENSE	401-533-30-4300	\$202,063	\$185,000	\$150,000	-18.9%	
RENTAL & LEASING	401-533-30-4400	\$14,413	\$9,000	\$9,000	0%	
REPAIR & MAINTENANCE	401-533-30-4600	\$83,881	\$130,000	\$160,000	23.1%	
MISC. EXPENSE & OTHER CURRENT	401-533-30-4900	-\$8,197	\$5,000	\$6,000	20%	
BOOT ALLOWANCE	401-533-30-4960	\$1,062	\$3,000	\$3,850	28.3%	
BAD DEBT EXPENSE	401-533-30-5010	\$60	\$0	\$0	0%	
OFFICE SUPPLIES	401-533-30-5100	\$6,305	\$6,500	\$6,500	0%	
OPERATING SUPPLIES	401-533-30-5200	\$407,423	\$325,000	\$231,000	84.8%	
WATER METERS	401-533-30-5220	\$0	\$311,445	\$405,000	54%	
FUEL EXPENSE	401-533-30-5250	\$43,488	\$45,000	\$45,000	0%	
CHEMICALS	401-533-30-5260	\$285,008	\$250,000	\$350,000	40%	
LABORATORY SAMPLES	401-533-30-5270	\$38,371	\$45,000	\$45,000	0%	
SUBSCRIPTIONS/DUES	401-533-30-5400	\$6,400	\$9,000	\$9,000	0%	
TRAINING	401-533-30-5500	\$5,192	\$7,600	\$7,600	0%	
Total Operating Expenses:		\$1,302,801	\$1,947,245	\$1,983,260	21.3%	
Capital Outlay						
CAPITAL IMPROVEMENT-OTHER	401-533-60-6300	\$34,253	\$87,750	\$839,500	856.7%	
METER CHANGE OUT PROGRAM	401-533-60-6301	\$81,600	\$137,500	\$220,000	60%	
LOOP/UPGRADE WATER MAINS	401-533-60-6350	\$55,255	\$550,000	\$900,000	63.6%	
CAP. IMPROVEMENT-MACHINERY	401-533-60-6400	\$7,125	\$419,566	\$136,750	-45.9%	
RELOCATION PROJECTS	401-533-60-6911		\$0	\$4,500,000	N/A	
Total Capital Outlay:		\$178,233	\$1,194,816	\$6,596,250	541.5%	
Debt Service						
LEASE PURCHASE PRINCIPAL PMT	401-533-60-6681	\$0	\$18,450	\$19,970	8.2%	
LEASE PURCHASE INTEREST PMT	401-533-60-6691	\$2,472	\$3,160	\$1,640	-48.1%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Total Debt Service:		\$2,472	\$21,610	\$21,610	0%	
Total Expense Objects:		\$2,781,740	\$4,556,861	\$10,445,973	156.2%	

Organizational Chart

Utility Department Org Chart FY25



Performance Measurement #1

Goal	Measurement	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Target
Provide clean, safe drinking water to the City's customers by achieving 100% regulatory compliance with SWFWMD and FDEP throughout the year through efficient operations of the water treatment plant facilities and proper reporting <i>(Strategic Plan Reference – Infrastructure)</i> .	Regulatory Compliance	75%	100%	99%	100%

Performance Measurement #2

Goal	Measurement	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Target
Responsibly manage the City's groundwater resources by reducing annual water loss of less than 10% within the water system to comply with SWFWMD's requirements (<i>Strategic Plan Reference – Infrastructure</i>).	% of Water Loss Within the System	12.52%	16.25%	5.75%	<10%

Performance Measurement #3

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target
Continue meter change-out program by replacing and testing the next phase of meters to improve accuracy (<i>Strategic Plan Reference – Infrastructure</i>).	# of Water Meters Installed	428	420	420

Goal #1

Finalize the CR 501 Water Treatment Plant iron filtration and water treatment plant upgrades (*Strategic Plan Reference – Infrastructure*).

Goal #2

Provide professional development opportunities for staff including training, mentoring, and certification advancement (*Strategic Plan References – Infrastructure; Employee Recruitment and Retainment*).

Wastewater Division

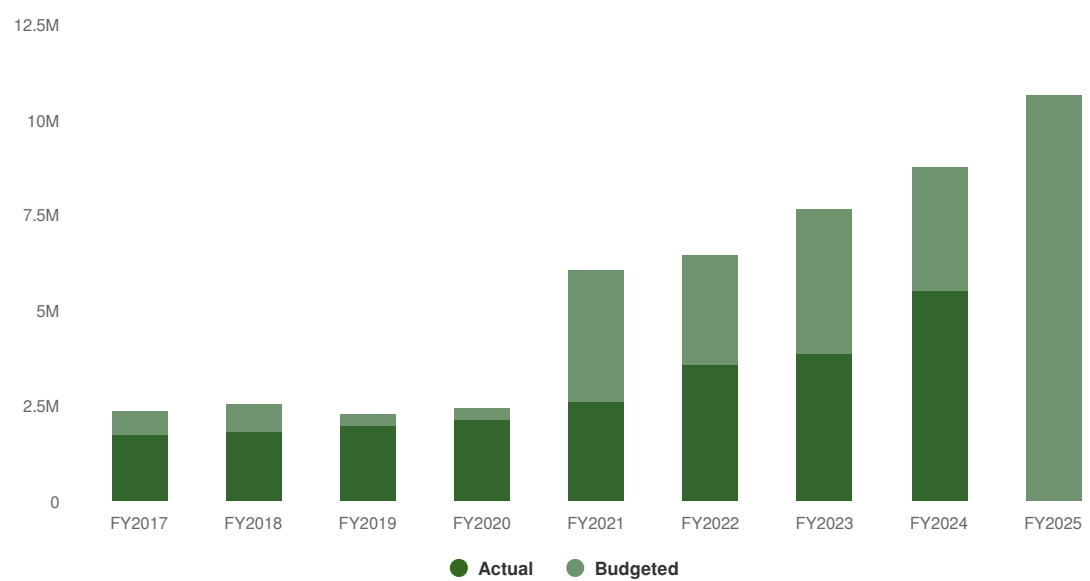
The Utility Department Wastewater Division maintains the City's wastewater in accordance with federal, state, and local regulations. Responsibilities include testing, locating, maintaining, repairing, and installing infrastructure; and cleaning sanitary wastewater lines and maintaining efficient operations of the wastewater treatment facilities.

Expenditures Summary

\$10,663,646

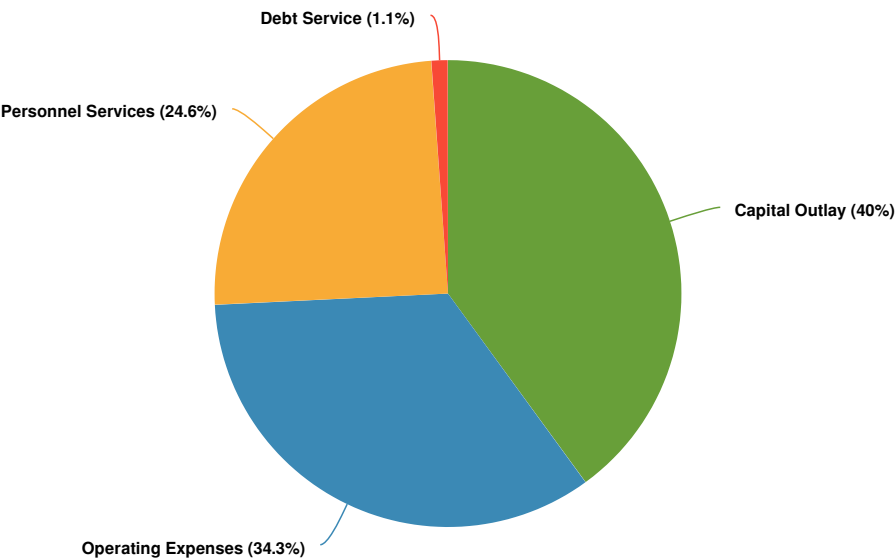
\$1,899,771
(21.68% vs. prior year)

Wastewater Division Proposed and Historical Budget vs. Actual

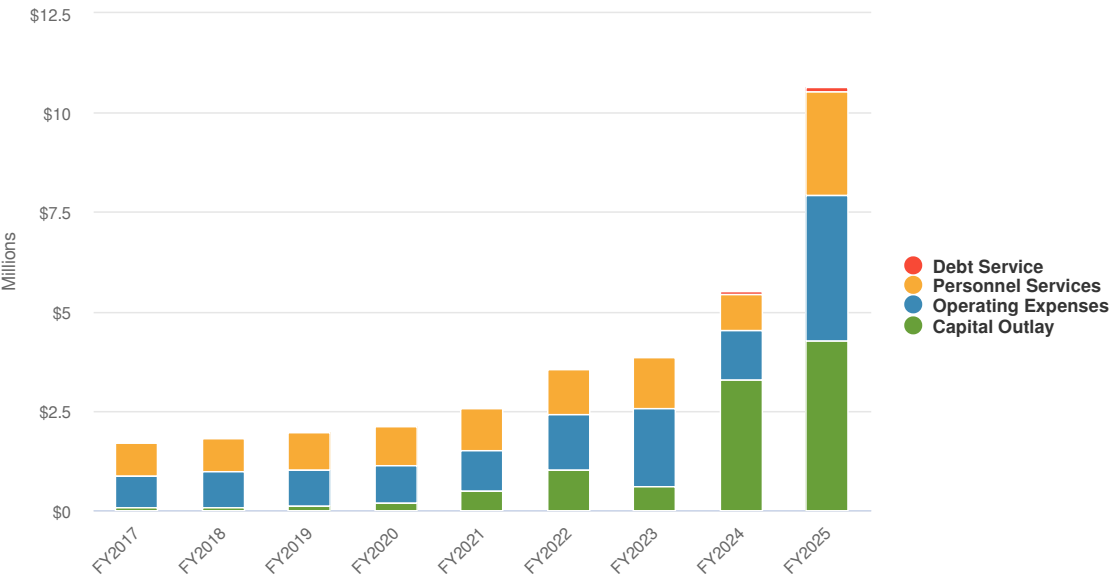


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects						
Personnel Services						

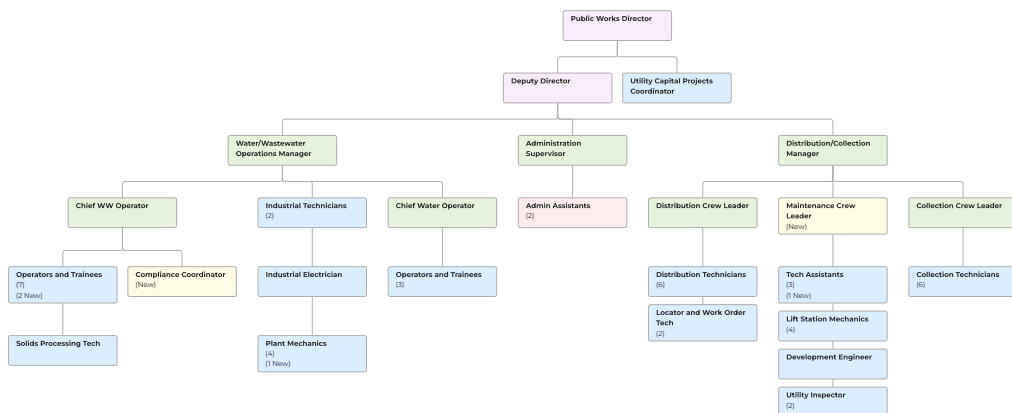
Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries and Wages						
SALARIES	401-535-10-1200	\$796,669	\$1,454,140	\$1,784,364	22.7%	
ON CALL	401-535-10-1250	\$11,700	\$19,500	\$19,500	0%	
SHIFT DIFFERENTIAL	401-535-10-1260	\$0	\$0	\$5,200	N/A	
OVERTIME	401-535-10-1300	\$17,643	\$19,500	\$19,500	0%	
SICK LEAVE	401-535-10-1500	\$21,643	\$0	\$0	0%	
VACATION PAY	401-535-10-1600	\$50,847	\$0	\$0	0%	
HOLIDAY PAY	401-535-10-1800	\$26,620	\$0	\$0	0%	
HOLIDAY PREMIUM	401-535-10-1820	\$10,363	\$12,000	\$12,000	0%	
Total Salaries and Wages:		\$935,484	\$1,505,140	\$1,840,564	22.3%	
Other Employment Benefits						
FICA EXPENSE	401-535-10-2100	\$71,893	\$115,150	\$130,601	13.4%	
RETIREMENT	401-535-10-2200	\$118,001	\$204,250	\$282,391	38.3%	
BENEFIT ADMIN FEES	401-535-10-2210	\$104	\$0	\$0	0%	
LIFE & HEALTH INSURANCE	401-535-10-2300	\$136,447	\$290,160	\$320,740	10.5%	
UNEMPLOYMENT COMPENSATION	401-535-10-2500	\$0	\$2,500	\$0	-100%	
WORKERS COMPENSATION INSURANCE	401-535-10-2600	\$32,721	\$32,000	\$50,800	58.8%	
Total Other Employment Benefits:		\$359,165	\$644,060	\$784,532	21.8%	
Total Personnel Services:		\$1,294,649	\$2,149,200	\$2,625,096	22.1%	
Operating Expenses						
PROFESSIONAL SERVICES	401-535-30-3100	\$191,663	\$137,686	\$190,000	153.3%	
OTHER CONTRACTUAL SERVICES	401-535-30-3400	\$118,857	\$408,000	\$992,000	143.1%	
CLOTHING AND UNIFORMS	401-535-30-3450	\$5,939	\$10,000	\$14,000	40%	
TRAVEL & PER DIEM	401-535-30-4000	\$2,789	\$4,500	\$8,000	77.8%	
TELEPHONE EXPENSE	401-535-30-4100	\$19,656	\$20,000	\$23,000	15%	
IT LICENSING / EQUIPMENT	401-535-30-4110	\$32,187	\$87,170	\$55,250	-36.6%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
POSTAGE/TRANSPORTATION FEES	401-535-30-4200	\$803	\$2,000	\$3,000	50%	
UTILITIES EXPENSE	401-535-30-4300	\$439,112	\$400,000	\$450,000	12.5%	
RENTAL & LEASING	401-535-30-4400	\$1,503	\$3,000	\$75,000	2,400%	
REPAIR & MAINTENANCE	401-535-30-4600	\$468,998	\$470,000	\$700,000	48.9%	
MISC. EXPENSE & OTHER CURRENT	401-535-30-4900	\$353	\$3,000	\$15,000	400%	
LANDFILL DISPOSAL FEES	401-535-30-4940	\$161,403	\$180,000	\$180,000	0%	
BOOT ALLOWANCE	401-535-30-4960	\$1,249	\$5,000	\$5,100	2%	
OFFICE SUPPLIES	401-535-30-5100	\$5,205	\$5,500	\$5,500	0%	
OPERATING SUPPLIES	401-535-30-5200	\$187,089	\$300,000	\$330,000	10%	
FUEL EXPENSE	401-535-30-5250	\$59,972	\$65,000	\$65,000	0%	
CHEMICALS	401-535-30-5260	\$200,187	\$200,000	\$228,000	14%	
LABORATORY SAMPLES	401-535-30-5270	\$43,141	\$65,000	\$300,000	361.5%	
SUBSCRIPTIONS/DUES	401-535-30-5400	\$1,172	\$4,000	\$5,000	25%	
TRAINING	401-535-30-5500	\$2,403	\$7,600	\$10,000	31.6%	
Total Operating Expenses:		\$1,943,683	\$2,377,456	\$3,653,850	57.8%	
Capital Outlay						
CAP. IMPROVEMENT-BUILDINGS	401-535-60-6200	\$7,651	\$0	\$100,000	N/A	
LIFT STATION UPGRADES	401-535-60-6250	\$175,657	\$720,556	\$778,000	55.6%	
CAPITAL IMPROVEMENT-OTHER	401-535-60-6300	\$137,920	\$86,594	\$157,000	292.5%	
MILLENNIUM PARK PROJECT	401-535-60-6310	\$0	\$117,990	\$1,800,000	N/A	
CR 209 LS UPGRADES	401-535-60-6330	\$0	\$725,000	\$0	-100%	
GRAVITY SYSTEM RENEWAL & REPLACEMENT	401-535-60-6340	\$0	\$346,500	\$0	-100%	
CAP. IMPROVEMENT-MACHINERY	401-535-60-6400	\$63,508	\$1,163,500	\$182,700	-75.8%	
SEWER SYSTEM RENEWAL AND REPLACEMENT	401-535-60-6610	\$227,923	\$550,000	\$645,000	17.3%	
SR 44 FM / CCC DECOMMISSIONING	401-535-60-6770	\$0	\$3,773,495	\$600,000	-53.8%	

Name	Account ID	FY2023 Actual	FY2024 Adopted Budget	FY2025 Budgeted	FY2024 Proposed Budget vs. FY2025 Budgeted (% Change)	Notes
WILDWOOD ESTATES LS	401-535-70-7303	\$0	\$82,736	\$0	0%	
Total Capital Outlay:		\$612,658	\$7,566,371	\$4,262,700	1.1%	
Debt Service						
LEASE PURCHASE PRINCIPAL PMT	401-535-60-6681	\$0	\$79,985	\$122,000	52.5%	
LEASE PURCHASE INTEREST PMT	401-535-60-6691	\$5,526	\$4,620	\$0	-100%	
Total Debt Service:		\$5,526	\$84,605	\$122,000	44.2%	
Total Expense Objects:		\$3,856,516	\$12,177,632	\$10,663,646	21.7%	

Organizational Chart

Utility Department Org Chart FY25



Performance Measurement #1

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target
Repair and replace at least 60 sewer manholes impacted by H ₂ S gas deterioration (Strategic Plan Reference – Infrastructure).	Manholes Repaired	123	60	60

Performance Measurement #2

Goal	Measurement	FY23 Actual	FY24 Actual	FY25 Target	FY26 Target	FY27 Target
Oversee the design and construction of the Wastewater Treatment Facility expansion to 5.5 million gallons per day of treatment capacity <i>(Strategic Plan Reference – Infrastructure)</i> .	Design Progress	25%	40%	100%		
Oversee the design and construction of the Wastewater Treatment Facility expansion to 5.5 million gallons per day of treatment capacity <i>(Strategic Plan Reference – Infrastructure)</i> .	Construction Progress	0%	10%	40%	75%	100%

Goal #1

Maintain 100% regulatory compliance with FDEP throughout the year at both wastewater treatment facilities by fine-tuning plant operations, utilizing new and upgraded process control equipment, improving operator training and job knowledge, and improving work performance standards *(Strategic Plan Reference – Infrastructure)*.

Goal #2

Provide professional development opportunities for staff including training, mentoring, and certification advancement *(Strategic Plan References – Infrastructure; Employee Recruitment and Retainment)*.

Goal #3

Complete the installation of the odor removal unit at the Oxford Oaks lift station to reduce the amount of hydrogen sulfide gases to < 5.0ppm for 365 days of the year. *(Strategic Plan Reference – Infrastructure)*.

CAPITAL IMPROVEMENTS

Capital Improvements: One-year Plan

Non-recurring capital expenditures refer to large, one-time investments an organization makes to acquire, improve, or maintain physical assets, such as property, infrastructure, or equipment. Unlike recurring capital expenditures, which happen regularly to maintain or replace assets (like routine equipment upgrades), non-recurring capital expenditures occurs infrequently and often for specific, strategic reasons. Listed below are all the non-recurring capital expenditures programmed into the FY 25 budget. Each project is listed in greater detail throughout the capital improvement plan.

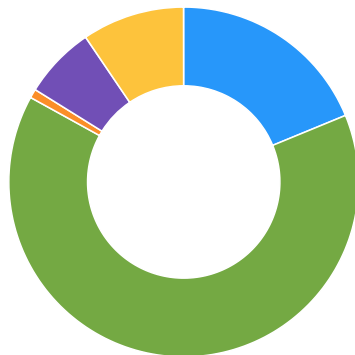
Non-recurring Capital Request (Category)	2025 Capital Costs
In-Car Video Bundles and Camera System (Equipment)	\$21,300.00
Unmarked Police Vehicle (Vehicle Cost)	\$45,100.00
Six (6) New 2025 Ford Police Vehicles (Vehicle Cost)	\$400,000.00
JD 5100 Enclosed Tractor (Vehicle Cost)	\$73,500.00
16 FT HD Landscape Trailer 9,990 GVWR (Vehicle Cost)	\$9,500.00
2024 Ford F-150 Crew Cab 4x2 XL-W1K (Vehicle Cost)	\$47,000.00
2024 Ford F-250 Super Duty Crew Cab 4x2 XL-W2A (Vehicle Cost)	\$52,600.00
John Deere Gator (Vehicle Cost)	\$23,000.00
Jackson Street Improvements (Construction/Maintenance)	\$500,000.00
CR 44A/Lynum Corridor Expansion and Crossing (Engineering)	\$75,000.00
Downtown Master Plan Property Acquisitions (Land/Right-of-way)	\$250,000.00
Watershed Master Plan Implementation Projects (Land/Right-of-way)	\$250,000.00
Watershed Master Plan Implementation Projects (Construction/Maintenance)	\$250,000.00
Oak Grove Village Drainage Improvements (Construction/Maintenance)	\$900,000.00
Clay Drain Road Improvements - Phase I Signature Drive (Construction/Maintenance)	\$400,000.00
Jackson Street Improvements (Construction/Maintenance)	\$1,500,000.00
Millennium Park Improvements (Construction/Maintenance)	\$13,000,000.00
City Hall Courtyard Rehab (Construction/Maintenance)	\$50,000.00
Oxford Park Improvements (Construction/Maintenance)	\$500,000.00
Community Center HVAC Improvements (Construction/Maintenance)	\$800,000.00
Community Center Renovations (Construction/Maintenance)	\$50,000.00
Community Center Renovations (Furniture and Fixtures)	\$30,000.00
Community Center Renovations (Other)	\$20,000.00
45'X100' Metal Pole Barn (Construction/Maintenance)	\$165,000.00
Replacement of CR 501 WTP Generator (Equipment)	\$450,000.00
Continental Water Treatment Plant Well No. 1 Repair (Design)	\$34,000.00
Continental Water Treatment Plant Well No. 1 Repair (Construction/Maintenance)	\$196,000.00
Huey Street Water Treatment Plant PLC Upgrade (Construction/Maintenance)	\$17,500.00
Water Treatment Plant Chemical Pump Replacements (Equipment/Vehicle/Furnishings)	\$15,000.00
Chlorine Tank Replacement for the 501 and Fairways Water Treatment Plants. (Construction/Maintenance)	\$71,000.00
Spare VFD for Biorem Unit at Oxford WTP (Equipment)	\$10,500.00
Chlorine Analyzer Replacement for Ashley, and Continental 2 Water Treatment Plants (Equipment)	\$13,000.00
Chlorine Analyzer Replacement for Huey St, Continental, and 501 Water Treatment Plants (Equipment)	\$15,000.00
Two Water Treatment Plant PLC Touch Screen Spares (Equipment)	\$17,500.00
Citywide Replacement Meters (Equipment)	\$220,000.00
Replace and Upgrade Miscellaneous Water Mains (Construction/Maintenance)	\$250,000.00
South Old Wire Water Main Replacement (Construction/Maintenance)	\$650,000.00
Two New 2024 Ford F-250 Service Trucks (Vehicle Cost)	\$136,750.00
Highway 301 Water Main Relocation (Construction/Maintenance)	\$4,500,000.00
IT - WWTP Low Voltage Wiring (Repairs/Improvements)	\$65,000.00
Wastewater Treatment Facility Operations Building Repairs (Repairs/Improvements)	\$100,000.00
Misc. Lift Station Upgrades (Equipment)	\$50,000.00
Misc. Lift Station Upgrades (Other)	\$50,000.00
Replacement and Upgrade of 4 existing lift station access hatches (Construction/Maintenance)	\$12,000.00
Rehab and coating of 4 lift station wet wells (Construction/Maintenance)	\$60,000.00
Spare Lift Station Pumps, two 35HP, two 3HP, and one 5HP (Equipment)	\$118,000.00
2 Lift Station Generator Purchases and Install (Equipment)	\$160,000.00

Lift Station Fence Upgrades and Repairs (Construction/Maintenance)	\$16,500.00
Lift Station Panel Upgrades for Stations 45-5 and 46-6 in Continental Country Club (Construction/Maintenance)	\$100,000.00
Lift Station Wet Well Coatings for Stations #19, 25, 28, and 47 (Construction/Maintenance)	\$40,000.00
Replacement and Upgrade of 14 Lift Station Programmable Logic Controllers (Construction/Maintenance)	\$200,000.00
Sludge Drying Bed Construction (Design)	\$20,000.00
Sludge Drying Bed Construction (Engineering)	\$5,000.00
Sludge Drying Bed Construction (Construction/Maintenance)	\$132,000.00
R-12 Pump Station Upgrade (Construction/Maintenance)	\$2,439,150.00
Spare Mixer for the Wastewater Treatment Ditch Process (Equipment)	\$41,000.00
Spare Gearbox for Kruger Rotors at the Wastewater Treatment Facility (Equipment)	\$57,500.00
Emergency Bypass Pump for Lift Stations (Vehicle Cost)	\$84,200.00
Misc. sewer system renewal and replacements (Construction/Maintenance)	\$150,000.00
Inspect, repair or replace 3,000' of sanitary sewer main (Construction/Maintenance)	\$175,000.00
Inspect, Repair, and Coat a total of 60 Manholes. (Construction/Maintenance)	\$320,000.00
SR 44 FM / CCC Decommissioning (Construction/Maintenance)	\$600,000.00
Oxford Water Treatment Plant Phosphate Injection (Construction/Maintenance)	\$156,000.00
501 Iron Filtration Plant Upgrade (Construction/Maintenance)	\$2,800,000.00
Millennium Park Reclaim Water Main Extension (Construction/Maintenance)	\$2,000,000.00

Total Capital Requested
\$99,330,950

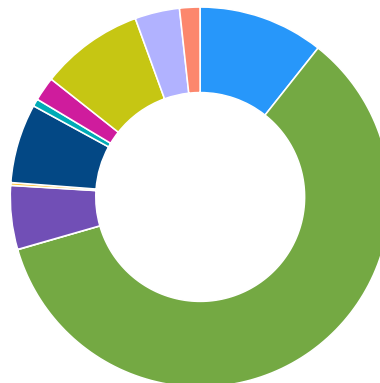
44 Capital Improvement Projects

Total Funding Requested by Department



Capital Improvement (19%)	\$18,675,000.00
Capital Projects (64%)	\$63,800,000.00
Public Safety (1%)	\$821,300.00
Wastewater Division (7%)	\$6,619,150.00
Water Division (9%)	\$9,415,500.00
TOTAL	\$99,330,950.00

Total Funding Requested by Source



CIP Fund (11%)	\$18,175,000.00
Debt Issuance (SRF/Bonds/Loan) (60%)	\$102,000,000.00
General Fund (0%)	\$21,300.00
Grant/Appropriation (5%)	\$9,250,000.00
Impact Fee Fund (0%)	\$400,000.00
Other (7%)	\$11,500,000.00
Utility Revenue Fund (1%)	\$1,104,000.00
Wastewater Operating Budget (2%)	\$3,484,150.00
Wastewater SDC Fund (9%)	\$15,000,000.00
Water Operating Budget (4%)	\$6,490,500.00
Water SDC Fund (2%)	\$2,956,000.00
TOTAL	\$170,380,950.00

Capital projects are a significant component of the City's FY 25 budget. There is \$99.3 million programmed for capital projects in FY 25. The funding sources vary, but most importantly, with the exception of the wastewater treatment plant, none of the funding will come from debt issuance.

The projects programmed in the FY 25 budget were developed from a variety of sources. In prior years, the City had completed a variety of needs assessments and planning documents, including a Utility Master Plan, a Parks & Recreation needs assessment, a Downtown Revitalization Plan, and a Strategic Plan. The capital projects included in the FY 25 budget were identified by one of these planning documents.

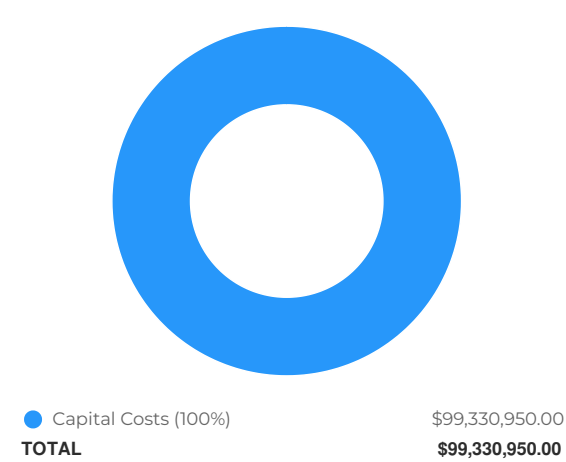
There are a number of funding sources for capital projects. For general governmental projects, the funding primarily comes from transfers from the General Fund. The projects are accounted for in the Capital Improvement Project (CIP) Fund.

The City assesses impact fees on development to fund projects necessitated by growth. Impact fees are collected for parks & recreation, law enforcement, and water and wastewater needs. In FY25, all projects related to growth will be funded by impact fees, with the exception of a large wastewater treatment plant expansion, which will be substantially funded through loans.

Many times the completion of a capital project will result in additional ongoing costs, such as increased personnel costs or operating costs, such as utilities, maintenance, etc. It is important when planning capital projects to understand and plan for the resulting ongoing costs. For the FY 25 budgeted capital projects, the ongoing operational impact of the majority of the projects is relatively small because they are horizontal infrastructure that will not need any maintenance for several years. However, three major projects are anticipated to have significant ongoing operational expense. The Village Police Department Substation will have ongoing personnel and operating costs of approximately \$500,000 per year. These expenses will be programmed into future Police Department's budgets. The Public Works Department Annex, which will be located in the southern portion of the City limits, will roughly have general maintenance costs of \$20,000 per year. These expenses will be programmed into future Public Works Department's budgets. The wastewater treatment plant expansion will have ongoing personnel and operating expenditures of approximately \$350K per year. These expenses will be programmed into future

wastewater operating budgets. The following pages provide a closer look at the capital requests that have been submitted and programmed into the FY 25 budget. Each request is a clickable link and expands to provide greater detail of that particular request.

Capital Costs Breakdown



Cost Savings & Revenue Breakdown

There's no data for building chart

Public Safety Requests

Itemized Requests for 2025

In-Car Video Bundles and Camera System	\$21,300
This request is for six (6) in-car video and camera systems to be installed in newly requested police vehicles.This equipment will be provided by the current vendor, Metrix Solutions, and added to the existing contract.Total costs - \$85,028Four...	
The Villages Police Department Substation	\$800,000
Construction of a new Police substation in the southern city limits within the area of The Villages in order to provide improved coverage of critical police services.	
Total: \$821,300	

Capital Projects Requests

Itemized Requests for 2025

Wastewater Treatment Plant	\$63,800,000
Expand wastewater plant to 6 MGD.	
Total: \$63,800,000	

Wastewater Division Requests

Itemized Requests for 2025

2 Lift Station Generator Purchases and Install

\$160,000

Due to the rise in FDEP fines when it comes to sewer overflows, FDEP is cracking down to prevent all sewer overflows. By placing a generator at each station we will help prevent spills due to loss of power during storm events.

Inspect, repair or replace 3,000' of sanitary sewer main

\$175,000

This is a part of the department's annual maintenance program to prevent sanitary sewer overflows or spills. We will inspect, repair or replace 3000' of sanitary sewer main annually. The going rate for pipe liner installation is \$50.00 per...

Inspect, Repair, and Coat a total of 60 Manholes.

\$320,000

As part of the department's preventative maintenance program, we will inspect, repair, and coat a total of 90 manholes in the sanitary sewer system.

Lift Station Panel Upgrades for Stations 45-5 and 46-6 in Continental Country Club

\$100,000

Due to age and H2S gasses, the 2 panels have reached the end of their service life and are in need of replacement. This will reduce the number of call-outs due to failure, and reduce the chances of sanitary sewer spills due to panel malfunctions.

Lift Station Wet Well Coatings for Stations #19, 25, 28, and 47

\$40,000

Due to age and H2S gasses and as part of our annual preventative maintenance program to reduce FDEP violations and sanitary sewer spills, four lift stations were identified to be coated in this budget year.

Millenium Park Reclaim Water Main Extension

\$2,000,000

Identified in the master plan. The project consists of extending existing 10-inch reclaim water main to the City's Millennium Park.

Misc. Lift Station Upgrades

\$100,000

During the year there are unexpected needed replacements and upgrades, such as Riser Pipes, and pump upgrades due to increased development in the area.

Misc. sewer system renewal and replacements

\$150,000

Misc. Repairs and replacements are needed to maintain service for customers. Throughout the year there are emergency failures and replacements needed to avoid loss of service.

R-12 Pump Station Upgrade

\$2,439,150

This project is the construction of a Reclaim pump station at the RIB site. This will provide additional pumping capacity for our expanding reclaim system.

Rehab and coating of 4 lift station wet wells

\$60,000

Due to age and H2S gasses and as part of our annual preventative maintenance program to reduce FDEP violations and sanitary sewer spills, four lift stations were identified to be coated. Lift Stations # 25, 28, 19, and 47.

Replacement and Upgrade of 14 Lift Station Programable Logic Controllers

\$200,000

14 of the City's lift stations currently have a sci-text 1062 controller that controls the station. We have learned that these controllers do not stand up to the heat during Florida summers. We have regular failures during the hot months of the...

Sludge Drying Bed Construction

\$157,000

This request is to have a drying bed constructed at the wastewater treatment facility. The drying bed is used to dump our waste into after it is collected from our gravity sewer system during our routine maintenance throughout the year. The drying...

Spare Lift Station Pumps, two 35HP, two 3HP, and one 5HP	\$118,000
---	------------------

The city has multiple stations with 3HP and 5HP pumps. We only have a limited amount of spares on the shelf. This request is for an additional 5HP and two additional 3HP pumps. The two 35HP pumps are for the Dublin lift station. This station has...

SR 44 FM / CCC Decommissioning	\$600,000
---------------------------------------	------------------

This is a continued project from the 23/24 budget year

Total: \$6,619,150

Water Division Requests

Itemized Requests for 2025

501 Iron Filtration Plant Upgrade	\$2,800,000
--	--------------------

Due to water quality concerns, this project is to install an iron filtration system at the 501 water treatment facility. This is a continued project from the 23/24 budget year.

Chlorine Analyzer Replacement for Ashley, and Continental 2 Water Treatment Plants	\$13,000
---	-----------------

The chlorine analyzers at the Ashley and Continental 2 water treatment plants are outdated and need to be replaced with the next version of the Depolox 3. The current analyzers are no longer supported by the manufacturer for spare parts.

Chlorine Analyzer Replacement for Huey St, Continental, and 501 Water Treatment Plants	\$15,000
---	-----------------

We need to change the chlorine analyzers at these three plants due to the raw water iron levels causing false readings and fouling of the current analyzer membranes.

Chlorine Tank Replacement for the 501 and Fairways Water Treatment Plants.	\$71,000
---	-----------------

Due to age, the chlorine tanks at the 501, Fairways WTP are in need of replacement. This request also includes the third and final replacement at the Oxford WTP. The current tanks are delaminating on the interior, causing issues with the...

Citywide Replacement Meters	\$220,000
------------------------------------	------------------

The current 10" meters serving the federal prison have reached the end of their life cycle. The prison is our largest consumer of potable water. We are upgrading the meters to ultra sonic flow thru meters.

Continental Water Treatment Plant Well No. 1 Repair	\$230,000
--	------------------

The casing for Well number 1 at Continental Water Treatment plant has a crack and allows sand into the well. We are requesting to abandon the well and use the interconnect with the Wildwood system to feed that portion of the park. We also will...

Highway 301 Water Main Relocation	\$4,500,000
--	--------------------

Due to reconstruction activities on Highway 301, the City must relocate its water main outside of the future roadway path.

Huey Street Water Treatment Plant PLC Upgrade	\$17,500
--	-----------------

Huey ST WTP needs to have the Sic-Tech 1062 controller replaced with a new PLC touch screen controller. This will standardize all water plants to be the same equipment. This is the last treatment plant to be converted to the new PLC controller.

Oxford Water Treatment Plant Phosphate Injection	\$156,000
---	------------------

Design and construction of a phosphate injection system for the Oxford Water Treatment Plant. This will improve the water quality in town once the 209 water main project is complete.

Replace and Upgrade Miscellaneous Water Mains	\$250,000
--	------------------

Due to increased water quality concerns, we will be replacing miscellaneous 4" and smaller metal water mains throughout older portions of the City.

Replacement of CR 501 WTP Generator	\$450,000
--	------------------

The current generator at the 501 water treatment facility has reached the end of its life cycle and is undersized due to recent plant upgrades such as well # 3 addition. This request is to replace the generator at the recommendation of the City's...

South Old Wire Water Main Replacement	\$650,000
--	------------------

Due to age and the number of water quality complaints in the area, the 6" metal water main on South Old Wire Ave needs to be replaced. While doing this, we will be upgrading the line size to 8" to add fire protection to the area. Design for this...

Spare VFD for Biorem Unit at Oxford WTP	\$10,500
--	-----------------

The Bio Rems at the Oxford WTP are a very important part of the water treatment process and require we have spare parts on hand.

Two Water Treatment Plant PLC Touch Screen Spares	\$17,500
--	-----------------

During the stormy season, the treatment facilities are known to be hit by lightning and power surges. Without a spare controller on the shelf, we will be forced to wait for a new one to be built and shipped before the plant can be run in auto...

Water Treatment Plant Chemical Pump Replacements	\$15,000
---	-----------------

Replace all outdated Prominent chemical pumps with the department's new standardized TKM pumps.

Total: \$9,415,500

Capital Improvement Requests

Itemized Requests for 2025

City Hall Courtyard Rehab	\$50,000
New landscaping and hardscaping of the courtyard at City Hall.	
Clay Drain Road Improvements - Phase I Signature Drive	\$400,000
This project will improve Signature Drive (part of the Clay Drain Rd project) from SR44 to CR156 (Clay Drain Rd). The project will improve traffic flow in an area that has experienced significant commercial development.	
Community Center HVAC Improvements	\$800,000
This project will replace the existing aging HVAC system at the Community Center.	
Community Center Renovations	\$100,000
Renovate the 2nd floor of the Community Center to provide improved space for staff.	
CR 44A/Lynum Corridor Expansion and Crossing	\$75,000
This project will provide safe crossing of 301 at 44A/Huey St and also create a transportation corridor that connects the City's parks.	
Downtown Master Plan Property Acquisitions	\$250,000
This expenditure allocation supports the Downtown Master Plan visions and goals. Properties will be strategically purchased as they become available to assist with the implementation of the Downtown Master Plan.	
Jackson Street Improvements	\$2,000,000
Improvements to Jackson Street.	
Millennium Park Improvements	\$13,000,000
This project implements a number of improvements in Millennium Park, including but not limited to: utility infrastructure, trails, roadways, parking, baseball fields, soccer fields, pavilion, restrooms.	
Oak Grove Village Drainage Improvements	\$900,000
Design and construction of a new pump station facility to serve the Oak Grove area, including a permanent emergency generator and fuel source and reconstruction of the existing catch basin to enhance the effectiveness of the pump in moving water...	
Oxford Park Improvements	\$500,000
This project will rehab existing facilities at Oxford Park, including playground equipment and pickleball courts.	
Public Works Department Annex	\$100,000
Construction of a Public Works Department Annex in the southern city limits (Villages).	
Watershed Master Plan Implementation Projects	\$500,000
This is an ongoing appropriation for stormwater projects. Specific projects will be determined as property acquisition is accomplished.	
Total: \$18,675,000	

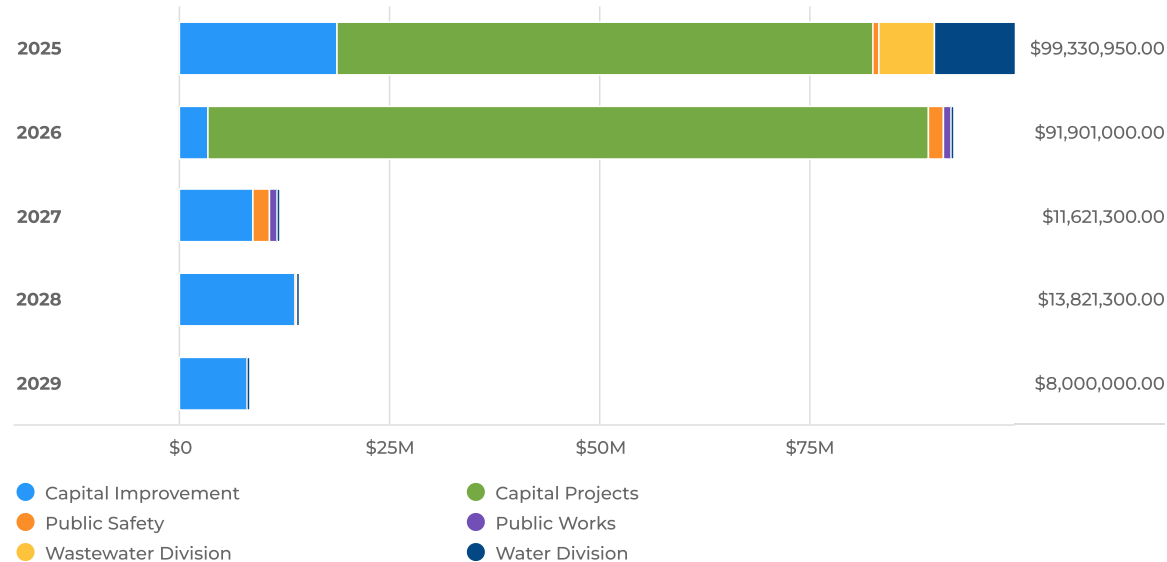
Capital Improvements: Multi-year Plan

The City has undergone an internal analysis of the future needs within the City. It is very important to perform this analysis to estimate future expenditures and possible funding sources. The table below is a snapshot of capital projects the City is anticipating in the following five years. Estimating the cost and funding sources of projects scheduled for later years on the table can be difficult. Therefore, the City is committed to demonstrating full funding of projects through FY 26; projects after that may not currently be fully funded, but as time passes, they will be evaluated for more accurate costs, reassessment of the need, and if still deemed necessary, funding sources will be identified.

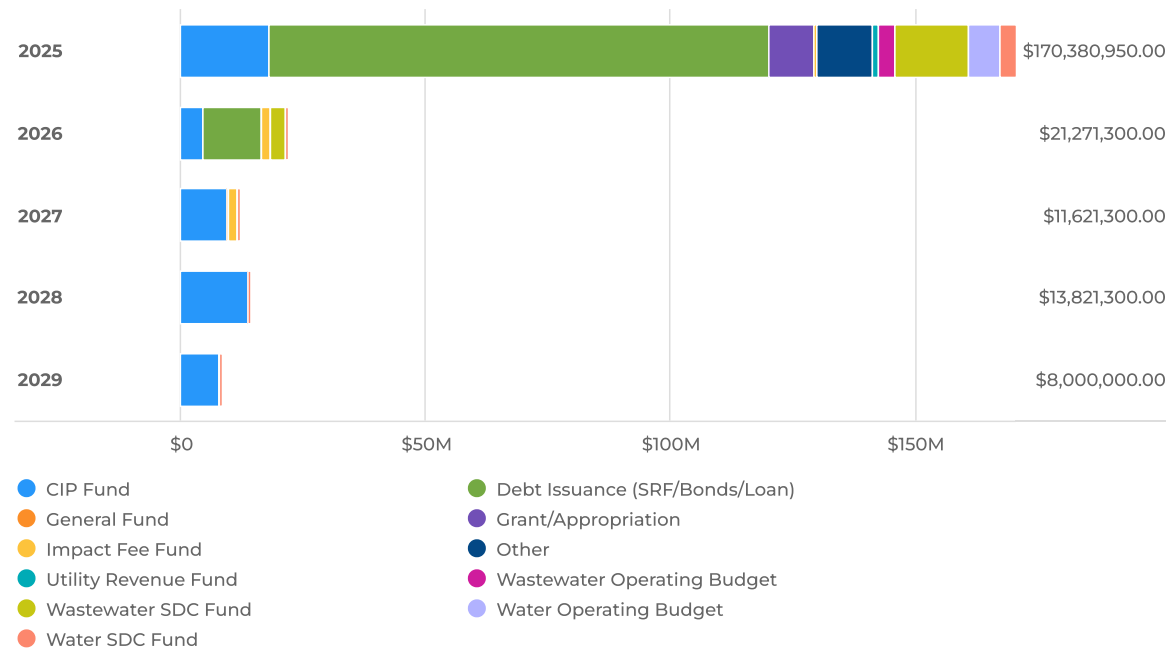
Total Capital Requested
\$224,674,550

50 Capital Improvement Projects

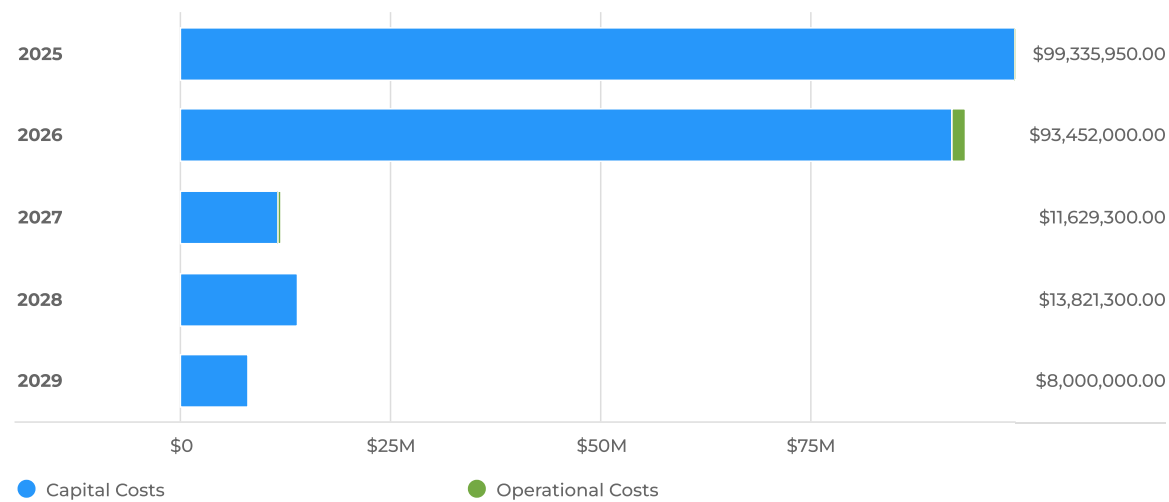
Total Funding Requested by Department



Total Funding Requested by Source



Capital Costs Breakdown



Cost Savings & Revenues

There's no data for building chart

Public Safety Requests

Itemized Requests for 2025-2030

In-Car Video Bundles and Camera System

\$85,200

This request is for six (6) in-car video and camera systems to be installed in newly requested police vehicles. This equipment will be provided by the current vendor, Metrix Solutions, and added to the existing contract. Total costs - \$85,028 Four...

The Villages Police Department Substation

\$4,600,000

Construction of a new Police substation in the southern city limits within the area of The Villages in order to provide improved coverage of critical police services.

Total: \$4,685,200

Capital Projects Requests

Itemized Requests for 2025-2030

Wastewater Treatment Plant

\$149,429,700

Expand wastewater plant to 6 MGD.

Total: \$149,429,700

Wastewater Division Requests

Itemized Requests for 2025-2030

2 Lift Station Generator Purchases and Install

\$160,000

Due to the rise in FDEP fines when it comes to sewer overflows, FDEP is cracking down to prevent all sewer overflows. By placing a generator at each station we will help prevent spills due to loss of power during storm events.

Inspect, repair or replace 3,000' of sanitary sewer main

\$175,000

This is a part of the department's annual maintenance program to prevent sanitary sewer overflows or spills. We will inspect, repair or replace 3000' of sanitary sewer main annually. The going rate for pipe liner installation is \$50.00 per...

Inspect, Repair, and Coat a total of 60 Manholes.

\$320,000

As part of the department's preventative maintenance program, we will inspect, repair, and coat a total of 90 manholes in the sanitary sewer system.

Lift Station Panel Upgrades for Stations 45-5 and 46-6 in Continental Country Club

\$100,000

Due to age and H2S gasses, the 2 panels have reached the end of their service life and are in need of replacement. This will reduce the number of call-outs due to failure, and reduce the chances of sanitary sewer spills due to panel malfunctions.

Lift Station Wet Well Coatings for Stations #19, 25, 28, and 47

\$40,000

Due to age and H2S gasses and as part of our annual preventative maintenance program to reduce FDEP violations and sanitary sewer spills, four lift stations were identified to be coated in this budget year.

Millenium Park Reclaim Water Main Extension

\$2,000,000

Identified in the master plan. The project consists of extending existing 10-inch reclaim water main to the City's Millennium Park.

Misc. Lift Station Upgrades

\$100,000

During the year there are unexpected needed replacements and upgrades, such as Riser Pipes, and pump upgrades due to increased development in the area.

Misc. sewer system renewal and replacements

\$150,000

Misc. Repairs and replacements are needed to maintain service for customers. Throughout the year there are emergency failures and replacements needed to avoid loss of service.

R-12 Pump Station Upgrade

\$2,439,150

This project is the construction of a Reclaim pump station at the RIB site. This will provide additional pumping capacity for our expanding reclaim system.

Rehab and coating of 4 lift station wet wells

\$60,000

Due to age and H2S gasses and as part of our annual preventative maintenance program to reduce FDEP violations and sanitary sewer spills, four lift stations were identified to be coated. Lift Stations # 25, 28, 19, and 47.

Replacement and Upgrade of 14 Lift Station Programable Logic Controllers

\$200,000

14 of the City's lift stations currently have a sci-text 1062 controller that controls the station. We have learned that these controllers do not stand up to the heat during Florida summers. We have regular failures during the hot months of the...

Sludge Drying Bed Construction

\$157,000

This request is to have a drying bed constructed at the wastewater treatment facility. The drying bed is used to dump our waste into after it is collected from our gravity sewer system during our routine maintenance throughout the year. The drying...

Spare Lift Station Pumps, two 35HP, two 3HP, and one 5HP	\$118,000
---	------------------

The city has multiple stations with 3HP and 5HP pumps. We only have a limited amount of spares on the shelf. This request is for an additional 5HP and two additional 3HP pumps. The two 35HP pumps are for the Dublin lift station. This station has...

SR 44 FM / CCC Decommissioning	\$600,000
---------------------------------------	------------------

This is a continued project from the 23/24 budget year

Total: \$6,619,150

Water Division Requests

Itemized Requests for 2025-2030

501 Iron Filtration Plant Upgrade	\$2,800,000
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Due to water quality concerns, this project is to install an iron filtration system at the 501 water treatment facility. This is a continued project from the 23/24 budget year.

Chlorine Analyzer Replacement for Ashley, and Continental 2 Water Treatment Plants	\$13,000
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The chlorine analyzers at the Ashley and Continental 2 water treatment plants are outdated and need to be replaced with the next version of the Depolox 3. The current analyzers are no longer supported by the manufacturer for spare parts.

Chlorine Analyzer Replacement for Huey St, Continental, and 501 Water Treatment Plants	\$15,000
---	-----------------

We need to change the chlorine analyzers at these three plants due to the raw water iron levels causing false readings and fouling of the current analyzer membranes.

Chlorine Tank Replacement for the 501 and Fairways Water Treatment Plants.	\$71,000
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Due to age, the chlorine tanks at the 501, Fairways WTP are in need of replacement. This request also includes the third and final replacement at the Oxford WTP. The current tanks are delaminating on the interior, causing issues with the...

Citywide Replacement Meters	\$220,000
------------------------------------	------------------

The current 10" meters serving the federal prison have reached the end of their life cycle. The prison is our largest consumer of potable water. We are upgrading the meters to ultra sonic flow thru meters.

Continental Water Treatment Plant Well No. 1 Repair	\$230,000
--	------------------

The casing for Well number 1 at Continental Water Treatment plant has a crack and allows sand into the well. We are requesting to abandon the well and use the interconnect with the Wildwood system to feed that portion of the park. We also will...

Highway 301 Water Main Relocation	\$4,500,000
--	--------------------

Due to reconstruction activities on Highway 301, the City must relocate its water main outside of the future roadway path.

Huey Street Water Treatment Plant PLC Upgrade	\$17,500
--	-----------------

Huey ST WTP needs to have the Sic-Tech 1062 controller replaced with a new PLC touch screen controller. This will standardize all water plants to be the same equipment. This is the last treatment plant to be converted to the new PLC controller.

Oxford Water Treatment Plant Phosphate Injection	\$156,000
---	------------------

Design and construction of a phosphate injection system for the Oxford Water Treatment Plant. This will improve the water quality in town once the 209 water main project is complete.

Replace and Upgrade Miscellaneous Water Mains	\$250,000
--	------------------

Due to increased water quality concerns, we will be replacing miscellaneous 4" and smaller metal water mains throughout older portions of the City.

Replacement of CR 501 WTP Generator	\$450,000
--	------------------

The current generator at the 501 water treatment facility has reached the end of its life cycle and is undersized due to recent plant upgrades such as well # 3 addition. This request is to replace the generator at the recommendation of the City's...

South Old Wire Water Main Replacement	\$650,000
--	------------------

Due to age and the number of water quality complaints in the area, the 6" metal water main on South Old Wire Ave needs to be replaced. While doing this, we will be upgrading the line size to 8" to add fire protection to the area. Design for this...

Spare VFD for Biorem Unit at Oxford WTP	\$10,500
--	-----------------

The Bio Rems at the Oxford WTP are a very important part of the water treatment process and require we have spare parts on hand.

Two Water Treatment Plant PLC Touch Screen Spares	\$17,500
--	-----------------

During the stormy season, the treatment facilities are known to be hit by lightning and power surges. Without a spare controller on the shelf, we will be forced to wait for a new one to be built and shipped before the plant can be run in auto...

Water Treatment Plant Chemical Pump Replacements	\$15,000
---	-----------------

Replace all outdated Prominent chemical pumps with the department's new standardized TKM pumps.

Total: \$9,415,500

Capital Improvement Requests

Itemized Requests for 2025-2030

City Hall Courtyard Rehab	\$300,000
New landscaping and hardscaping of the courtyard at City Hall.	
Clay Drain Road Improvements - Phase I Signature Drive	\$400,000
This project will improve Signature Drive (part of the Clay Drain Rd project) from SR44 to CR156 (Clay Drain Rd). The project will improve traffic flow in an area that has experienced significant commercial development.	
Community Center HVAC Improvements	\$800,000
This project will replace the existing aging HVAC system at the Community Center.	
Community Center Renovations	\$100,000
Renovate the 2nd floor of the Community Center to provide improved space for staff.	
CR 44A/Lynum Corridor Expansion and Crossing	\$475,000
This project will provide safe crossing of 301 at 44A/Huey St and also create a transportation corridor that connects the City's parks.	
CSX Service Road Improvements	\$200,000
Resurface the CSX Service Road to provide better traffic pattern in the downtown.	
Downtown Master Plan Property Acquisitions	\$750,000
This expenditure allocation supports the Downtown Master Plan visions and goals. Properties will be strategically purchased as they become available to assist with the implementation of the Downtown Master Plan.	
Gamble Street Improvements	\$100,000
Make improvements to Gamble Street.	
Jackson Street Improvements	\$2,000,000
Improvements to Jackson Street.	
Millennium Park Improvements	\$13,000,000
This project implements a number of improvements in Millennium Park, including but not limited to: utility infrastructure, trails, roadways, parking, baseball fields, soccer fields, pavilion, restrooms.	
MLK Park Recreation Center	\$14,800,000
Construction of a recreation center at MLK Park that will provide basketball/volleyball courts, teen and seniors room, banquet space, etc.	
Oak Grove Village Drainage Improvements	\$900,000
Design and construction of a new pump station facility to serve the Oak Grove area, including a permanent emergency generator and fuel source and reconstruction of the existing catch basin to enhance the effectiveness of the pump in moving water...	
Oxford Park Improvements	\$500,000
This project will rehab existing facilities at Oxford Park, including playground equipment and pickleball courts.	
Public Works Department Annex	\$1,200,000
Construction of a Public Works Department Annex in the southern city limits (Villages).	

US 301 Complete Streets Landscaping Improvements	\$2,000,000
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Construction activities outlined in the Complete Streets plan to calm the US 301 corridor.

US 301 Linear Park	\$100,000
---------------------------	------------------

Installation of pedestrian amenities along US 301.

Watershed Master Plan Implementation Projects	\$15,000,000
--	---------------------

This is an ongoing appropriation for stormwater projects. Specific projects will be determined as property acquisition is accomplished.

Total: \$52,625,000

Public Works Requests

Itemized Requests for 2025-2030

Barwick Street Rehabilitation	\$1,900,000
--------------------------------------	--------------------

Rehabilitate the Barwick Street right-of-way along with associated utility and storm water infrastructure.

Total: \$1,900,000

DEBT

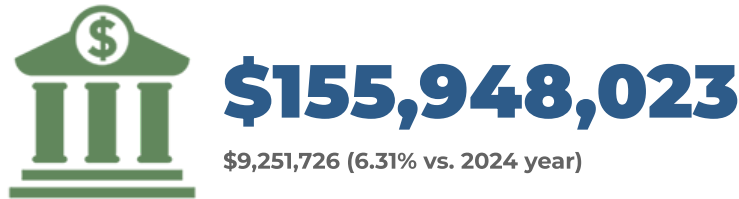
Government-wide Debt Overview

The City tries to utilize a “pay as you go” approach for funding capital projects and equipment purchases; however there are times when due to the amount of the expenditure the city must incur debt to finance a project or piece of equipment.

There are many options available to the City for borrowing funds to complete capital projects. One form of debt is General Obligation Bonds/Notes (GO Debt). GO Debt is debt that is backed by the full faith and credit of the City. Ad Valorem taxes can be levied to pay the debt service on GO Debt. The Florida Constitution requires that GO Debt be approved by vote of the electorate prior to issuance. The City of Wildwood currently has no General Obligation Debt.

A second form of debt available to the City is Revenue Bonds/Notes. Revenue Debt is debt that is secured solely through specific non-ad valorem revenues. In the case of Revenue Debt issued for utility infrastructure, the debt is secured with the revenues generated by the Utility System.

The State of Florida does not impose debt limitations on municipalities. In addition, the City’s charter does not impose any limitations on debt and the City Commission has not adopted a debt management policy. When considering the issuance of debt, the City evaluates current and projected revenue sources to determine the financial viability of making payment on future debt service requirements. In the FY25 budget, all Debt Service coverage and requirements on all outstanding bonds have been met or exceeded in accordance with the bond resolutions.



The City of Wildwood has the following Revenue Debt outstanding in the General Fund:

City Hall Refunding – The Regions Bank loan retired the then outstanding USDA loans. The original loans were issued for the construction of City Hall. The loan has a fifteen-year term and is secured by the half-cent sales tax.

Police Headquarters – BB&T Bank loan was issued to provide funds for the construction of the new Wildwood Police Station Headquarters. The loan has a fifteen-year term and is secured with half-cent sales tax and communication service taxes.

Capital Improvement Revenue Loan, Series 2020 – In 2020, the City refunded its 2018 Citizens First Bank Loan, securing a lower interest rate while also refunding \$1.2M in early repayment. The loan provided additional funding needed for the construction of the Wildwood Police Station Headquarters as well as other general fund projects. These projects included repair/replacement of the City Hall roof, renovation of the City Hall Annex, renovations at the Warfield Complex, and the Martin Luther King, Jr. park improvements. The loan has a fifteen-year term and is secured by public service tax revenues.

In the Utility Revenue Fund, the following revenue debt is outstanding:

SRF #3 – The SRF loan was issued to provide funds for the expansion of the wastewater treatment plant. The loan has a twenty-year term and is secured by utility revenues.

Utility Revenue Bond, Series 2016 – The BB&T loan provided funding for the purchase of utility infrastructure at the Continental Country Club. The loan has a fifteen-year term and is secured by utility revenues.

State Revolving Fund (SRF) Loan WW600200 – The SRF loan was issued to provide funds for the design of the CR 209 Force main. The loan has a twenty-year term and is secured by utility revenues.

State Revolving Fund (SRF) Loan WW600201– The SRF loan provided funds for the construction of the CR 209 Force main project. The loan has a twenty-year term and is secured by utility revenues.

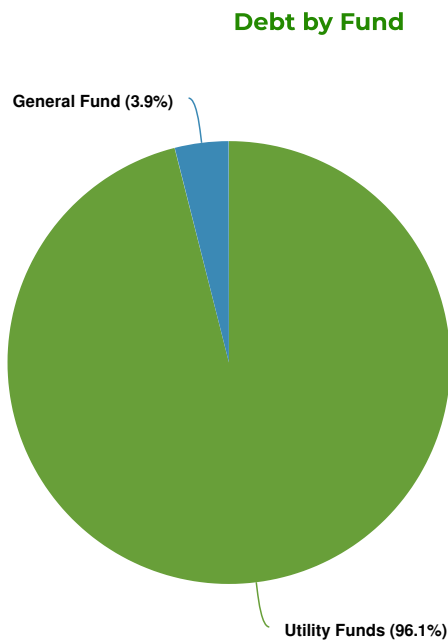
State Revolving Fund (SRF) Loan DW600231– The SRF loan was issued to provide funds for the construction of the Oxford Water Treatment Plant. The loan has a twenty-year term and is secured by utility revenues.

The City also utilizes Capital Equipment Leases to fund the purchase of equipment. This allows the City to purchase needed equipment and spread the cost out over several years.

The following Capital Equipment Leases are outstanding in FY 25:

Backhoe Capital Equipment Lease - John Deere Financial Lease was issued in FY 21 to furnish funds for the purchase of a backhoe for the Utility Department. The lease is a five-year term and is secured by the utility revenue fund.

Vac Truck Equipment Lease - Vision Financial Group will be issuing a lease in FY 25 to furnish funds for the purchase of a second Vac Truck for the Utility Department. The lease is a five-year term and is secured by the utility revenue fund.



Financial Summary	FY2024	FY2025	% Change
All Funds	Actual	Actual	
General Fund	\$6,846,188	\$6,140,358	-10.3%
Utility Funds	\$139,850,109	\$149,807,665	7.1%
Total All Funds:	\$146,696,297	\$155,948,023	6.3%

General Fund

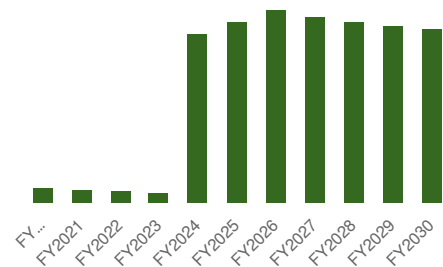
In FY25, the city is not issuing any new debt and is budgeting to reduce the total general fund debt by \$878,955.



Financial Summary	FY2024	FY2025	% Change
General Fund	Actual	Actual	
General Fund	\$6,846,188	\$6,140,358	-10.3%
Total General Fund:	\$6,846,188	\$6,140,358	-10.3%

Utility Funds

In FY25, the City will be issuing new debt for the new Wastewater Treatment Facility that is being constructed. A combination of Bonds and State Revenue Fund (SRF) Loans will be obtained to support the construction costs of the new facility. \$12 million dollars of SRF loans will be acquired each year, for a maximum of three years, adding \$36 million dollars to the Utility Fund's debt by FY27.



In addition to loans, a new capital equipment lease will also be issued in FY25. This lease will be for a second Vac Truck for the Utility Department.

Financial Summary	FY2024	FY2025	% Change
Utility Funds	Actual	Actual	
Utility Revenue Fund	\$123,223,180	\$121,480,032	-1.4%
Utility Capital Projects Fund	\$12,000,000	\$24,000,000	100%
Water System Development Charge Fund	\$3,590,385	\$3,365,457	-6.3%
Wastewater System Development Charge Fund	\$1,036,544	\$962,176	-7.2%
Total Utility Funds:	\$139,850,109	\$149,807,665	7.1%

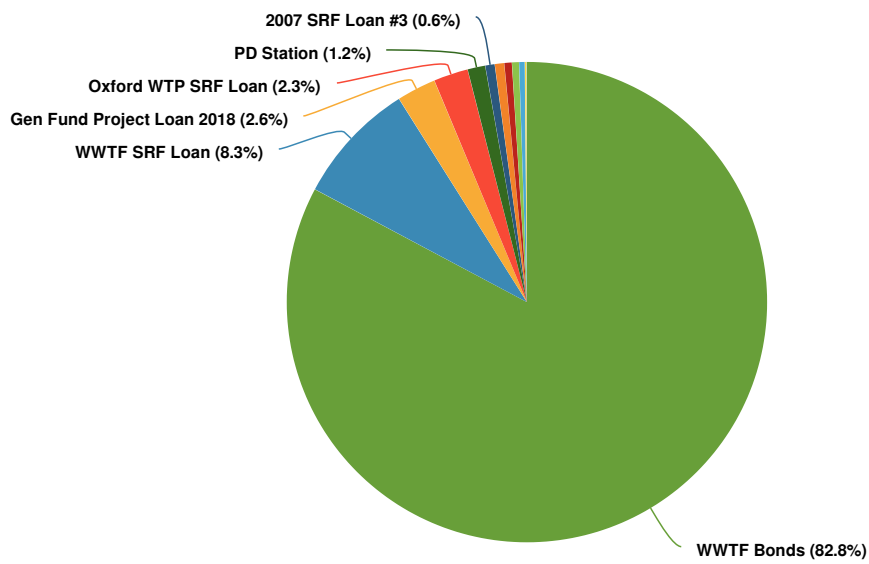
Debt Snapshot



\$155,948,023

\$9,251,726 (6.31% vs. 2024 year)

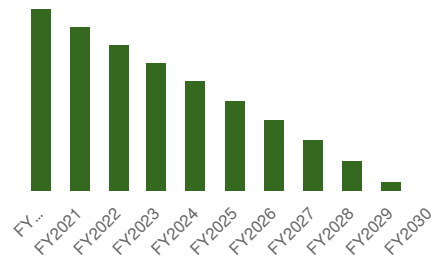
Debt by Type



Financial Summary	FY2024	FY2025	% Change
Debt	Actual	Actual	
City Hall	\$687,575	\$569,339	-17.2%
PD Station	\$1,974,690	\$1,733,052	-12.2%
Gen Fund Project Loan 2018	\$4,183,923	\$3,837,967	-8.3%
Police Vehicles	\$0	\$0	0%
Equipment Leases	\$239,413	\$134,854	-43.7%
2007 SRF Loan #3	\$1,276,068	\$920,858	-27.8%
Refunding & Project Loan	\$0	\$0	0%
Continental Country Club BB&T	\$857,698	\$744,319	-13.2%
Lease Purchase-Sumter Co. Schools	\$850,000	\$680,000	-20%
Oxford WTP SRF Loan	\$3,590,385	\$3,365,457	-6.3%
CR 209 Forcemain SRF Planning & Design	\$57,013	\$52,475	-8%
CR 209 Construction SRF Loan	\$979,531	\$909,701	-7.1%
WWTF Bonds	\$120,000,000	\$120,000,000	0%
WWTF SRF Loan	\$12,000,000	\$12,000,000	0%
Total Debt:	\$146,696,297	\$144,948,023	-1.2%

City Hall

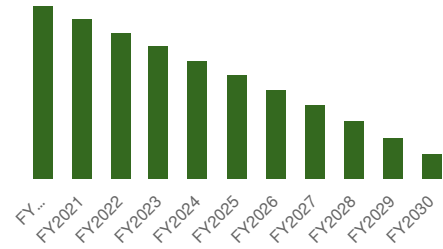
The Regions Bank loan retired the then outstanding USDA loans. The original loans were issued for the construction of City Hall. The loan has a fifteen-year term and is secured by the half-cent sales tax.



Financial Summary	FY2024	FY2025	% Change
City Hall	Actual	Actual	
City Hall	\$687,575	\$569,339	-17.2%
Total City Hall:	\$687,575	\$569,339	-17.2%

PD Station

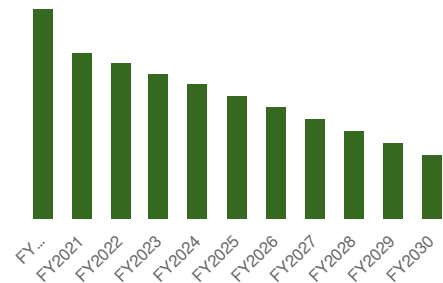
BB&T Bank loan was issued to provide funds for the construction of the new Wildwood Police Station Headquarters. The loan has a fifteen-year term and is secured with half-cent sales tax and communication service taxes.



Financial Summary	FY2024	FY2025	% Change
PD Station	Actual	Actual	
PD Station	\$1,974,690	\$1,733,052	-12.2%
Total PD Station:	\$1,974,690	\$1,733,052	-12.2%

Gen Fund Project Loan 2018

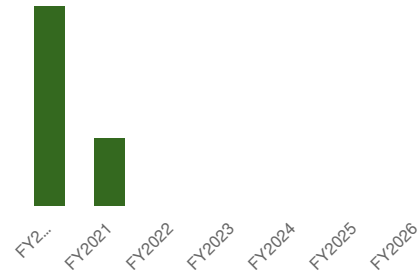
In 2020, the City refunded its 2018 Citizens First Bank Loan, securing a lower interest rate while also refunding \$1.2M in early repayment. The loan provided additional funding needed for the construction of the Wildwood Police Station Headquarters as well as other general fund projects. These projects included repair/replacement of the City Hall roof, renovation of the City Hall Annex, renovations at the Warfield Complex, and the Martin Luther King, Jr. park improvements. The loan has a fourteen-year term and is secured by public service tax revenues.



Financial Summary	FY2024	FY2025	% Change
Gen Fund Project Loan 2018	Actual	Actual	
Gen Fund Project Loan 2018	\$4,183,923	\$3,837,967	-8.3%
Total Gen Fund Project Loan 2018:	\$4,183,923	\$3,837,967	-8.3%

Police Vehicles

A Ford Motor Credit Lease agreement was issued in 2018 to provide funds to purchase 5 new police cars. The lease was a four-year term and was secured with general fund revenues.



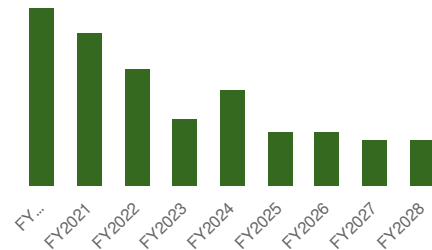
Financial Summary	FY2024	FY2025	% Change
Police Vehicles	Actual	Actual	
Police Vehicles	\$0	\$0	0%
Total Police Vehicles:	\$0	\$0	0%

Equipment Leases

Both the general fund and the utility fund utilize equipment leases. In FY25, the general fund will not be issuing a new lease for capital equipment.

John Deere Financial Lease was issued in FY21 to furnish funds for the purchase of a backhoe for the Utility Department. The lease is a five-year term and is secured by the utility revenue fund.

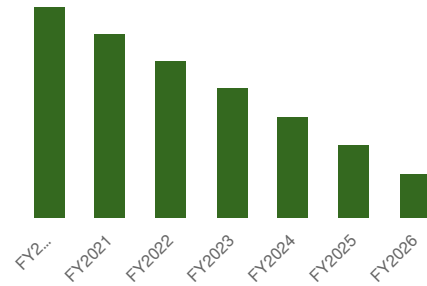
Vision Financial Group is a new lease to be issued in FY25 which will furnish funds for a second Vac Truck for the Utility Department. The lease is a five-year term and is secured by the utility revenue fund.



Financial Summary	FY2024	FY2025	% Change
Equipment Leases	Actual	Actual	
Equipment Leases	\$239,413	\$134,854	-43.7%
Total Equipment Leases:	\$239,413	\$134,854	-43.7%

2007 SRF Loan #3

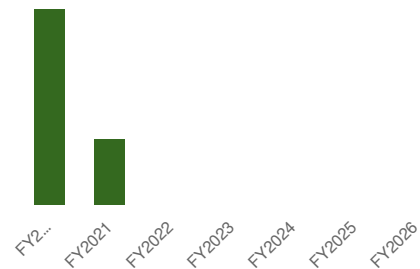
The SRF loan was issued to provide funds for the expansion of the wastewater treatment plant. The loan has a twenty-year term and is secured by utility revenues.



Financial Summary	FY2024	FY2025	% Change
2007 SRF Loan #3	Actual	Actual	
2007 SRF Loan #3	\$1,276,068	\$920,858	-27.8%
Total 2007 SRF Loan #3:	\$1,276,068	\$920,858	-27.8%

Refunding & Project Loan

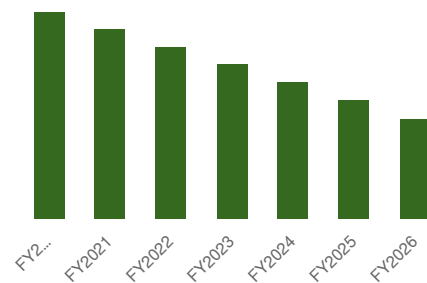
In FY22 the City retired the 2014 Refunding & Project loan held by U.S. Bank. This loan retired the then outstanding SRF Water and Sewer Loans and also provided additional funding for various utility projects.



Financial Summary	FY2024	FY2025	% Change
Refunding & Project Loan	Actual	Actual	
Refunding & Project Loan	\$0	\$0	0%
Total Refunding & Project Loan:	\$0	\$0	0%

Continental Country Club BB&T

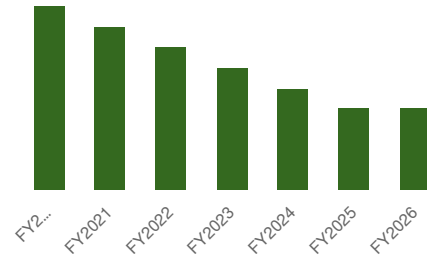
The BB&T loan provided funding for the purchase of utility infrastructure at the Continental Country Club. The loan has a fifteen-year term and is secured by utility revenues.



Financial Summary	FY2024	FY2025	% Change
Continental Country Club BB&T	Actual	Actual	
Continental Country Club BB&T	\$857,698	\$744,319	-13.2%
Total Continental Country Club BB&T:	\$857,698	\$744,319	-13.2%

Lease Purchase-Sumter Co. Schools

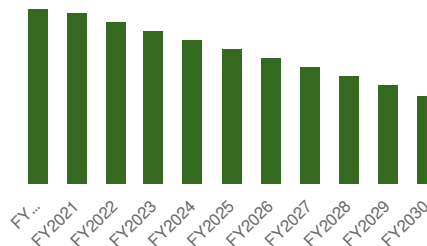
In FY20, the City entered into a building lease agreement with the Sumter County School Board. This building, also known as the new Municipal Service Complex, has a ten-year term and is secured by utility revenues.



Financial Summary	FY2024	FY2025	% Change
Lease Purchase-Sumter Co. Schools	Actual	Actual	
Lease Purchase-Sumter Co. Schools	\$850,000	\$680,000	-20%
Total Lease Purchase-Sumter Co. Schools:	\$850,000	\$680,000	-20%

Oxford WTP SRF Loan

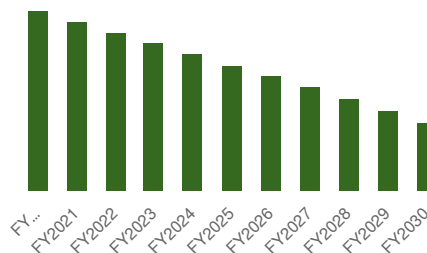
The SRF loan was issued to provide funds for the construction of the Oxford Water Treatment Plant. The loan has a twenty-year term and is secured by utility revenues.



Financial Summary	FY2024	FY2025	% Change
Oxford WTP SRF Loan	Actual	Actual	
Oxford WTP SRF Loan	\$3,590,385	\$3,365,457	-6.3%
Total Oxford WTP SRF Loan:	\$3,590,385	\$3,365,457	-6.3%

CR 209 Forcemain SRF Planning & Design

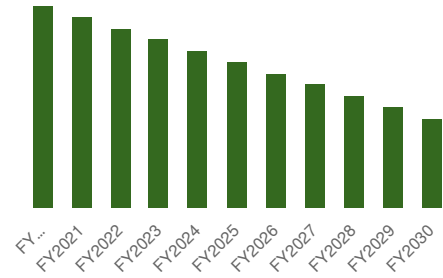
The SRF loan was issued to provide funds for the design of the CR 209 Force main. The loan has a twenty-year term and is secured by utility revenues.



Financial Summary	FY2024	FY2025	% Change
CR 209 Forcemain SRF Planning & Design	Actual	Actual	
CR 209 Forcemain SRF Planning & Design	\$57,013	\$52,475	-8%
Total CR 209 Forcemain SRF Planning & Design:	\$57,013	\$52,475	-8%

CR 209 Construction SRF Loan

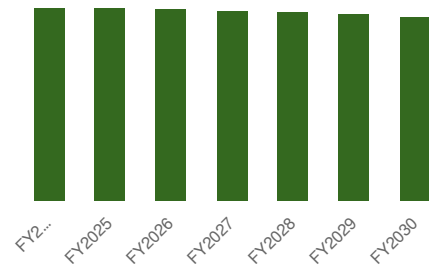
The SRF loan provided funds for the construction of the CR 209 Force main project. The loan has a twenty-year term and is secured by utility revenues.



Financial Summary	FY2024	FY2025	% Change
CR 209 Construction SRF Loan	Actual	Actual	
CR 209 Construction SRF Loan	\$979,531	\$909,701	-7.1%
Total CR 209 Construction SRF Loan:	\$979,531	\$909,701	-7.1%

WWTF Bonds

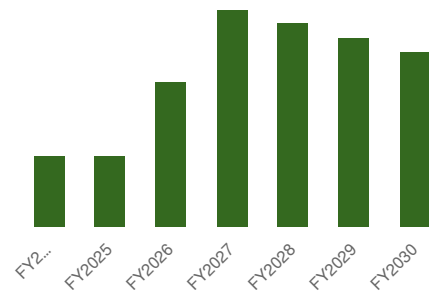
Bonds will be issued in FY25 to support the project costs of the new Wastewater Treatment Facility (WWTF). Roughly \$1 million will be issued in the first year of the project. With inflation and market uncertainties, at the time of the FY24 budget draft, was too early to determine if more bonds will have to be issued in future years or not.



Financial Summary	FY2025	FY2026	FY2027
WWTF Bonds	Actual	Actual	Actual
WWTF Bonds	\$120,000,000	\$119,000,000	\$118,000,000
Total WWTF Bonds:	\$120,000,000	\$119,000,000	\$118,000,000

WWTF SRF Loan

State Revolving Fund (SRF) Loan will also be issued in FY25 in support of the new Wastewater Treatment Facility (WWTF). A maximum of \$12 million is allowed to be borrowed each year from the state. So, the City will look to borrow \$12 million of SRF loans for the next three years to help fund the new facility.



Financial Summary	FY2025	FY2026	FY2027
WWTF SRF Loan	Actual	Actual	Actual
WWTF SRF Loan	\$12,000,000	\$24,000,000	\$36,000,000
Total WWTF SRF Loan:	\$12,000,000	\$24,000,000	\$36,000,000

Overall Principal and Interest Payments

The annual debt service requirements to maturity for the debt outstanding as of September 30, 2024, are as follows:

Fiscal Year	Governmental Funds		Enterprise Funds	
	Principal	Interest	Principal	Interest
2025	\$705,829.88	\$142,794.11	\$8,663,920.07	\$419,270.67
2026-2027	\$1,459,343.13	\$237,904.90	\$17,346,217.35	\$798,565.70
2028-2030	\$2,246,557.13	\$232,101.15	\$26,684,701.34	\$1,159,801.91
	\$4,411,730.14	\$612,800.16	\$52,694,838.76	\$2,377,638.28

APPENDIX

CAPITAL IMPROVEMENT REQUESTS

City Hall Courtyard Rehab

Overview

Request Owner	Cassandra Smith
Est. Start Date	01/06/2025
Est. Completion Date	05/21/2025
Department	Capital Improvement
Type	Capital Improvement

Description

New landscaping and hardscaping of the courtyard at City Hall.

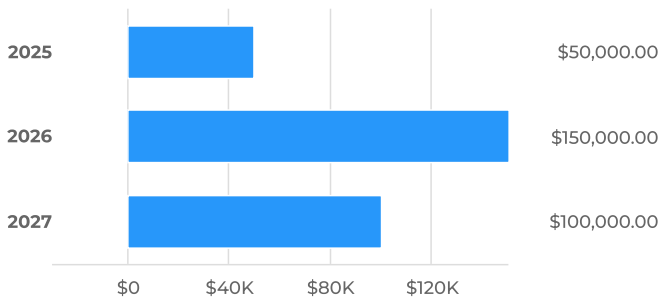
Details

Type of Project	Refurbishment
Strategic Focus Area	Downtown Redevelopment, Infrastructure

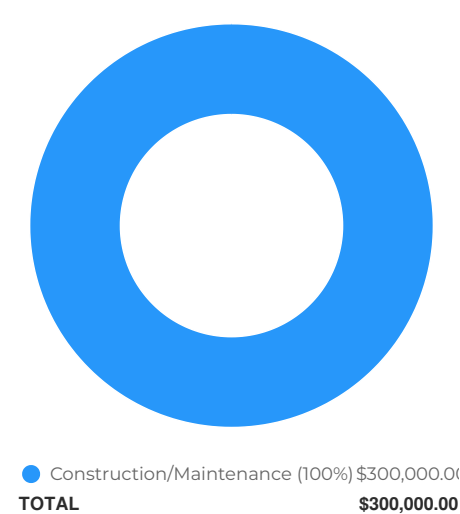
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$50,000	\$300K	\$300K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown				
Capital Cost	FY2025	FY2026	FY2027	Total
Construction/Maintenance	\$50,000	\$150,000	\$100,000	\$300,000
Total	\$50,000	\$150,000	\$100,000	\$300,000

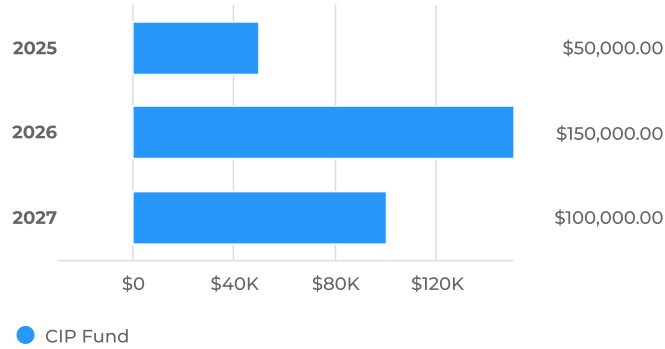
Funding Sources

FY2025 Budget
\$50,000

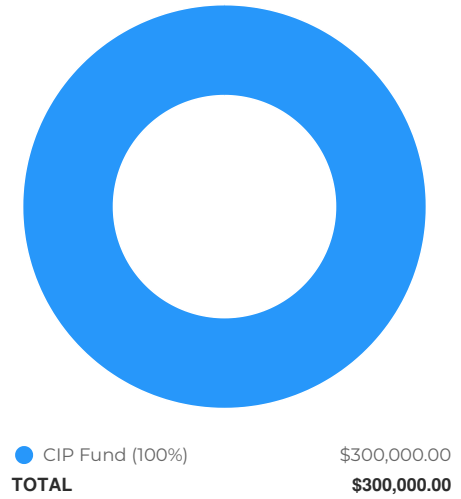
Total Budget (all years)
\$300K

Project Total
\$300K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	Total
CIP Fund	\$50,000	\$150,000	\$100,000	\$300,000
Total	\$50,000	\$150,000	\$100,000	\$300,000

This requests information is generated from , Proposed Version.

Clay Drain Road Improvements - Phase I Signature Drive

Overview

Request Owner	Cassandra Smith
Est. Start Date	09/24/2024
Est. Completion Date	02/24/2025
Department	Capital Improvement
Type	Capital Improvement

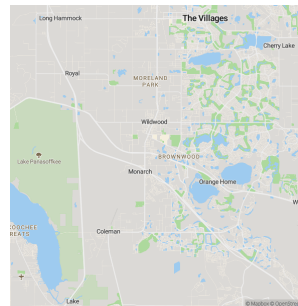
Description

This project will improve Signature Drive (part of the Clay Drain Rd project) from SR44 to CR156 (Clay Drain Rd). The project will improve traffic flow in an area that has experienced significant commercial development.

Details

Type of Project	Widen and Resurface Current Road
Strategic Focus Area	Transportation

Location



Benefit to Community

This project will provide a safer and more efficient traffic pattern for an area that has experienced commercial development and no significant improvements to the roadway infrastructure.

Capital Cost

FY2025 Budget

\$400,000

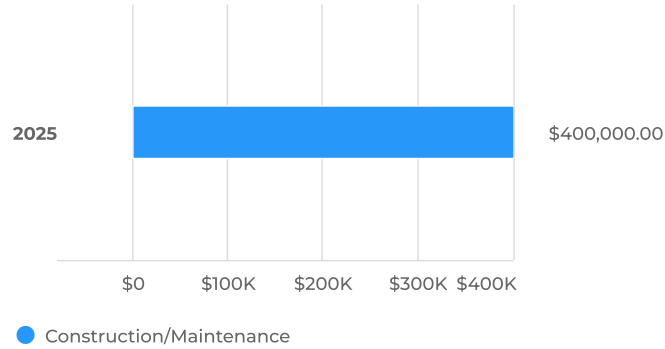
Total Budget (all years)

\$400K

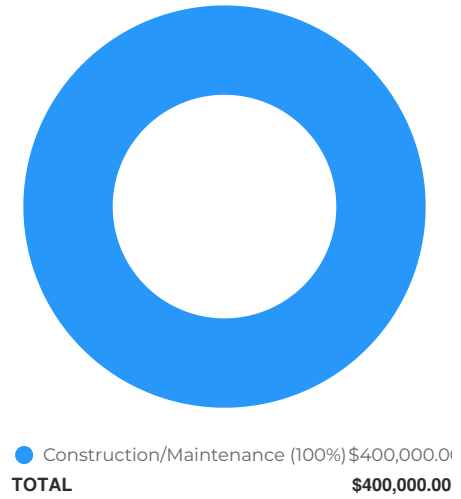
Project Total

\$400K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$400,000	\$400,000
Total	\$400,000	\$400,000

Funding Sources

FY2025 Budget

\$400,000

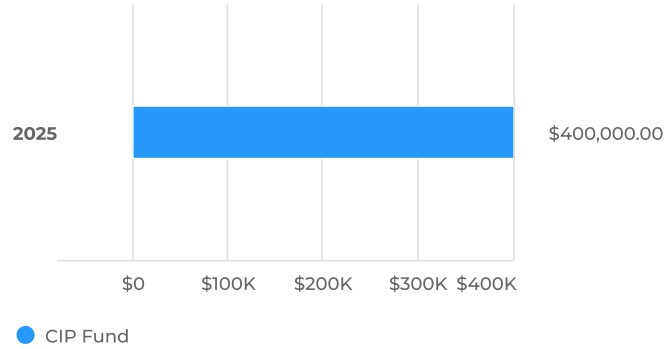
Total Budget (all years)

\$400K

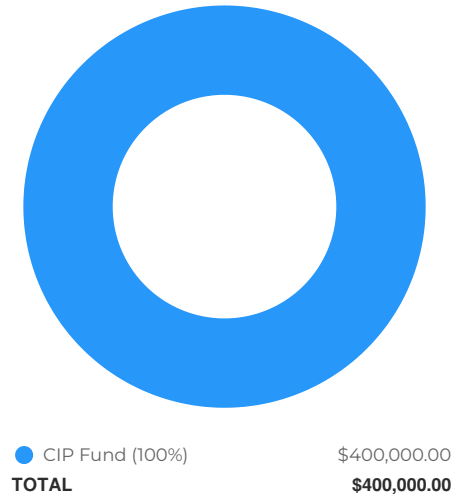
Project Total

\$400K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
CIP Fund	\$400,000	\$400,000
Total	\$400,000	\$400,000

This requests information is generated from , Proposed Version.

Community Center HVAC Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	10/16/2024
Est. Completion Date	11/15/2024
Department	Capital Improvement
Type	Capital Improvement

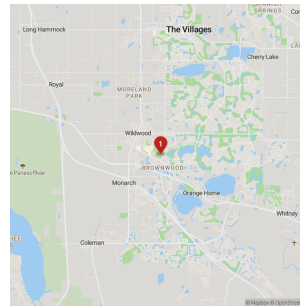
Description

This project will replace the existing aging HVAC system at the Community Center.

Details

Type of Project	Replacement
Strategic Focus Area	Infrastructure

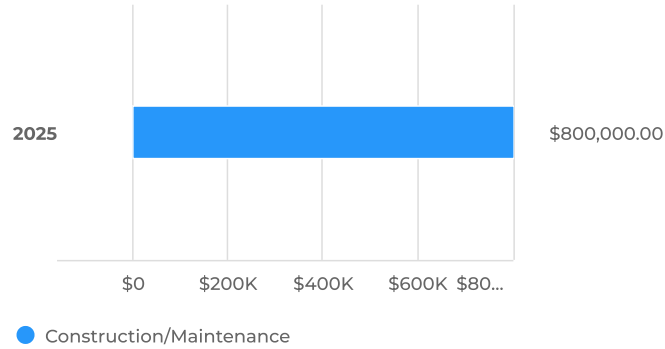
Location



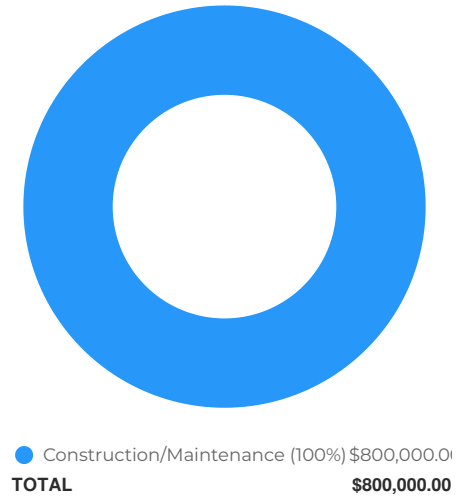
Capital Cost

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$50,000	\$800,000	\$800K	\$850K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



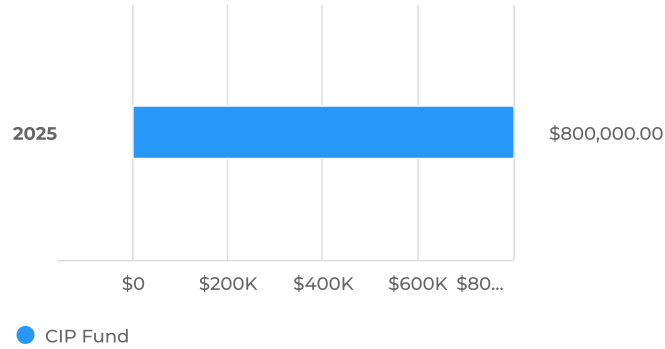
Capital Cost Breakdown

Capital Cost	Historical	FY2025	Total
Engineering	\$50,000		\$50,000
Construction/Maintenance		\$800,000	\$800,000
Total	\$50,000	\$800,000	\$850,000

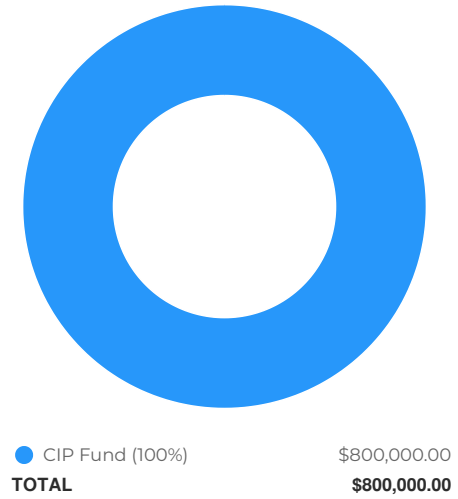
Funding Sources

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$50,000	\$800,000	\$800K	\$850K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
CIP Fund	\$50,000	\$800,000	\$850,000
Total	\$50,000	\$800,000	\$850,000

This requests information is generated from , Proposed Version.

Community Center Renovations

Overview

Request Owner	Jeremy Hockenbury, Public Works Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Capital Improvement
Type	Capital Improvement

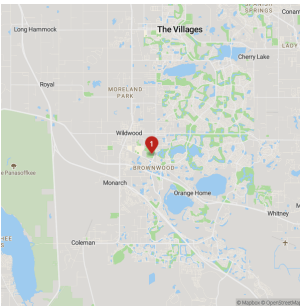
Description

Renovate the 2nd floor of the Community Center to provide improved space for staff.

Details

Type of Project	Refurbishment
Strategic Focus Area	Employee Recruitment and Retainment

Location



Capital Cost

FY2025 Budget

\$100,000

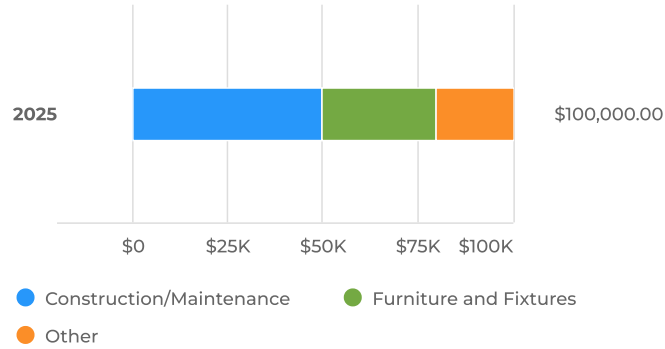
Total Budget (all years)

\$100K

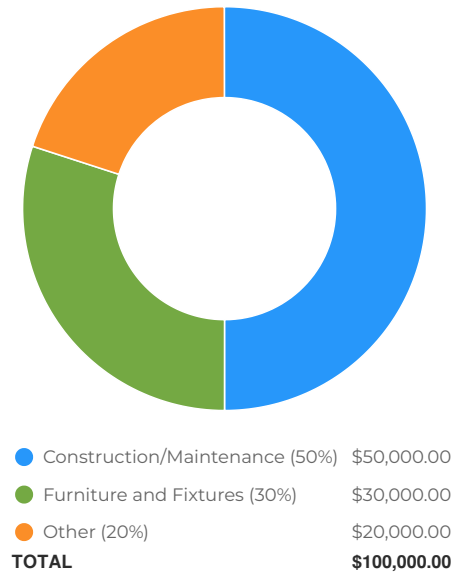
Project Total

\$100K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$50,000	\$50,000
Furniture and Fixtures	\$30,000	\$30,000
Other	\$20,000	\$20,000
Total	\$100,000	\$100,000

Funding Sources

FY2025 Budget

\$100,000

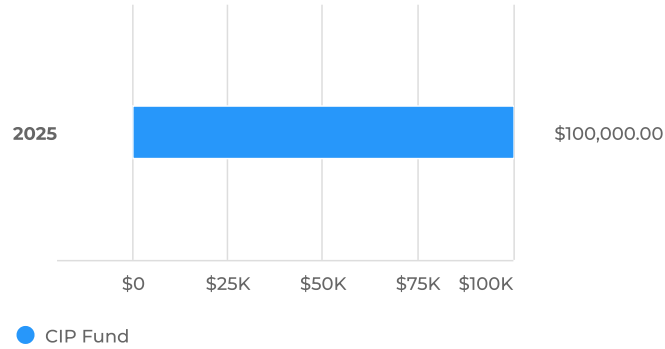
Total Budget (all years)

\$100K

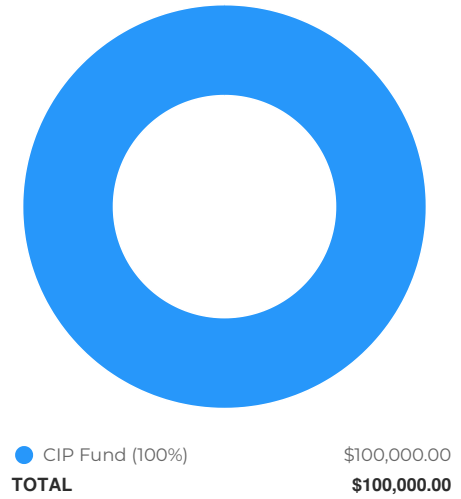
Project Total

\$100K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
CIP Fund	\$100,000	\$100,000
Total	\$100,000	\$100,000

This requests information is generated from , Proposed Version.

CR 44A/Lynum Corridor Expansion and Crossing

Overview

Request Owner	Cassandra Smith
Est. Start Date	07/30/2025
Est. Completion Date	07/21/2027
Department	Capital Improvement
Type	Capital Improvement

Description

This project will provide safe crossing of 301 at 44A/Huey St and also create a transportation corridor that connects the City's parks.

Details

Type of Project	New Road
Strategic Focus Area	Transportation

Benefit to Community

Will provide safe crossing of Hwy 301 and direct connectivity between the City's recreational facilities.

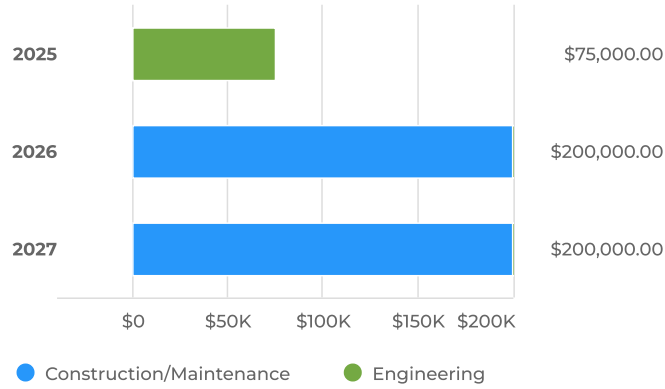
Capital Cost

FY2025 Budget
\$75,000

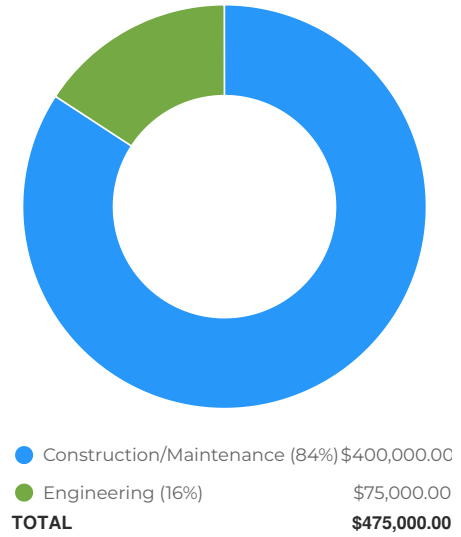
Total Budget (all years)
\$475K

Project Total
\$475K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown				
Capital Cost	FY2025	FY2026	FY2027	Total
Engineering	\$75,000			\$75,000
Construction/Maintenance		\$200,000	\$200,000	\$400,000
Total	\$75,000	\$200,000	\$200,000	\$475,000

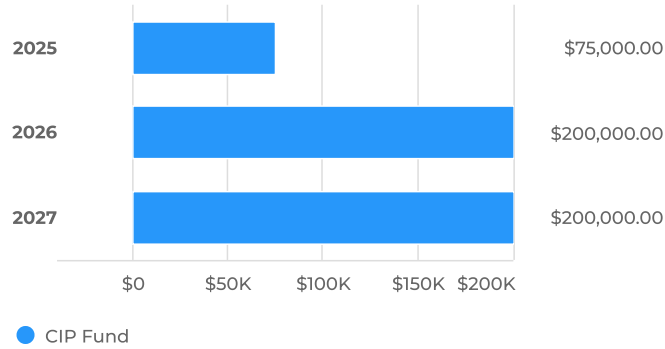
Funding Sources

FY2025 Budget
\$75,000

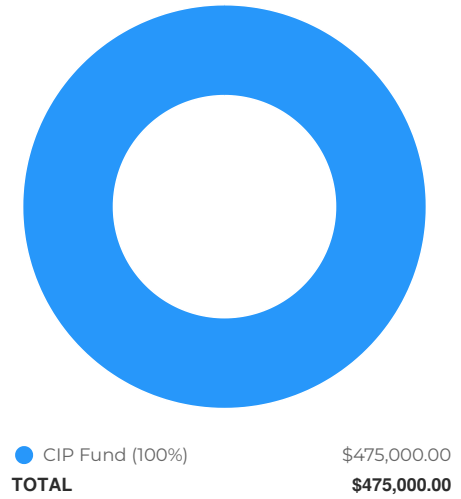
Total Budget (all years)
\$475K

Project Total
\$475K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	Total
CIP Fund	\$75,000	\$200,000	\$200,000	\$475,000
Total	\$75,000	\$200,000	\$200,000	\$475,000

This requests information is generated from , Proposed Version.

CSX Service Road Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	04/20/2026
Est. Completion Date	09/01/2026
Department	Capital Improvement
Type	Capital Improvement

Description

Resurface the CSX Service Road to provide better traffic pattern in the downtown.

Details

Type of Project	Resurface Current Road
Strategic Focus Area	Infrastructure

Benefit to Community

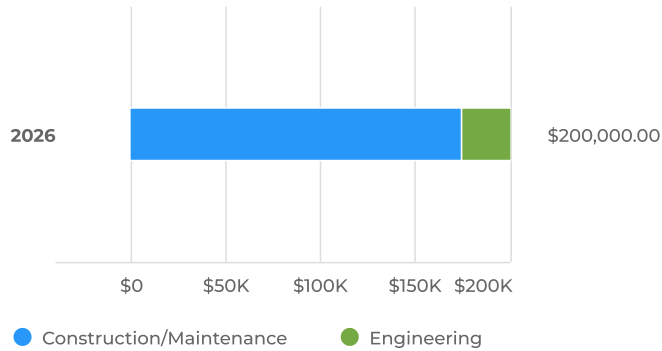
Makes the downtown more accessible to patrons.

Capital Cost

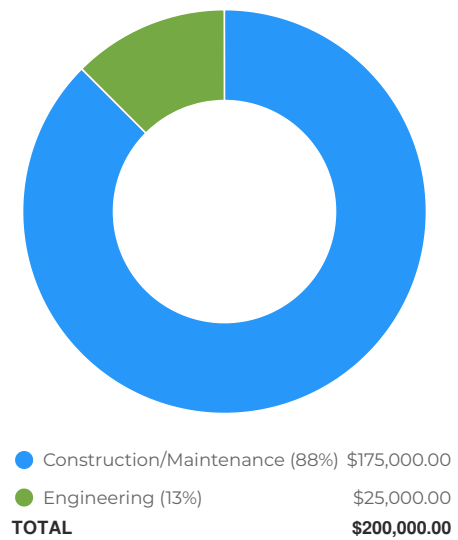
Total Budget (all years)
\$200K

Project Total
\$200K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



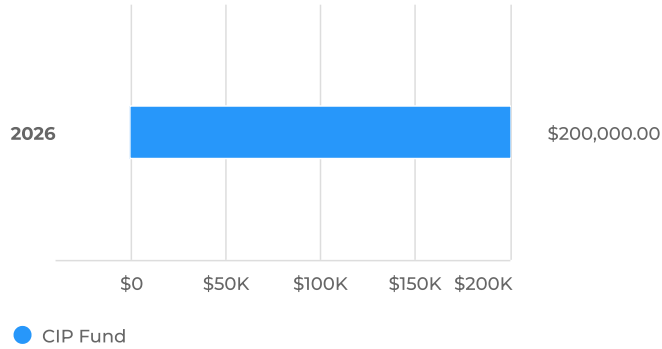
Capital Cost Breakdown		
Capital Cost	FY2026	Total
Engineering	\$25,000	\$25,000
Construction/Maintenance	\$175,000	\$175,000
Total	\$200,000	\$200,000

Funding Sources

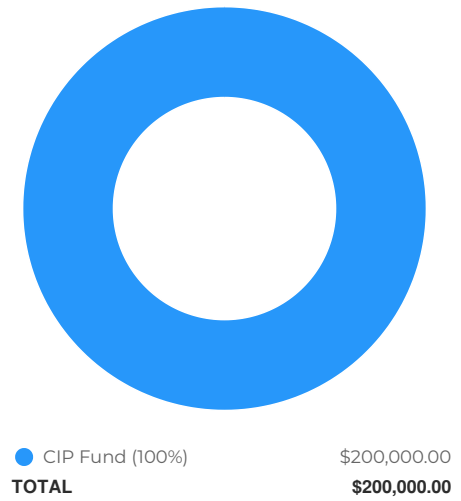
Total Budget (all years)
\$200K

Project Total
\$200K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2026	Total
CIP Fund	\$200,000	\$200,000
Total	\$200,000	\$200,000

This requests information is generated from , Proposed Version.

Downtown Master Plan Property Acquisitions

Overview

Request Owner	Cassandra Smith
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Capital Improvement
Type	Capital Improvement

Description

This expenditure allocation supports the Downtown Master Plan visions and goals. Properties will be strategically purchased as they become available to assist with the implementation of the Downtown Master Plan.

Details

Type of Project	Other improvement
Strategic Focus Area	Downtown Redevelopment

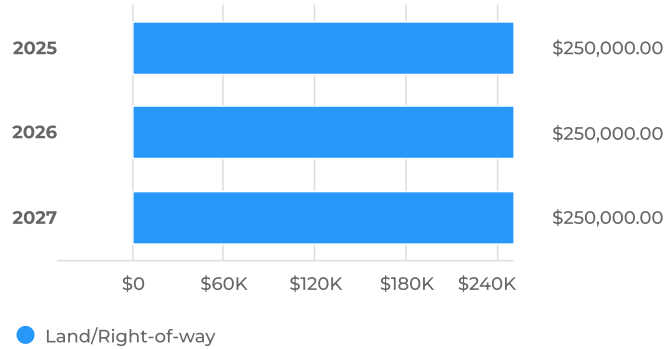
Benefit to Community

Property acquisitions will provide enhanced opportunities for citizens to recreate in the downtown area and will hopefully be a catalyst for business investment in the downtown area.

Capital Cost

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$850,000	\$250,000	\$750K	\$1.6M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	Historical	FY2025	FY2026	FY2027	Total
Land/Right-of-way	\$850,000	\$250,000	\$250,000	\$250,000	\$1,600,000
Total	\$850,000	\$250,000	\$250,000	\$250,000	\$1,600,000

Funding Sources

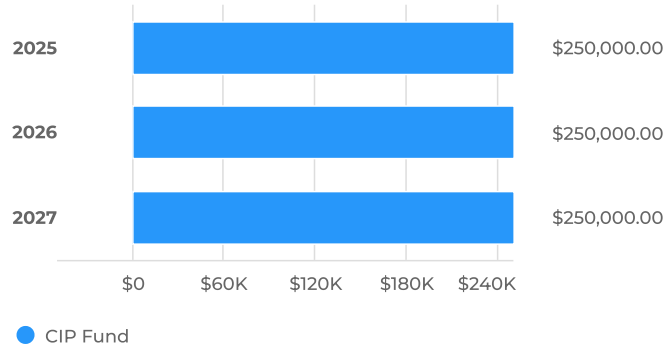
Total Historical
\$850,000

FY2025 Budget
\$250,000

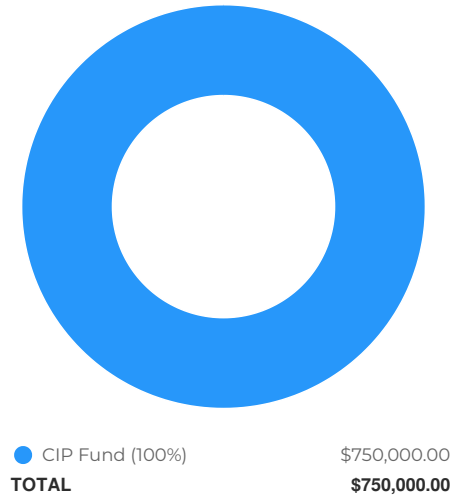
Total Budget (all years)
\$750K

Project Total
\$1.6M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	FY2026	FY2027	Total
CIP Fund	\$850,000	\$250,000	\$250,000	\$250,000	\$1,600,000
Total	\$850,000	\$250,000	\$250,000	\$250,000	\$1,600,000

This requests information is generated from , Proposed Version.

Gamble Street Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	02/22/2027
Est. Completion Date	05/27/2027
Department	Capital Improvement
Type	Capital Improvement

Description

Make improvements to Gamble Street.

Details

Type of Project	Resurface Current Road
Strategic Focus Area	Transportation

Benefit to Community

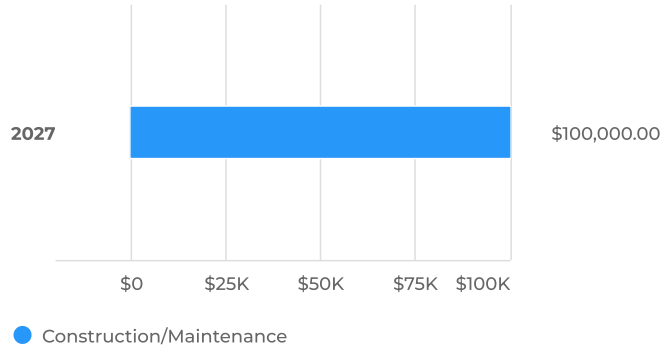
Will provide better transportation options.

Capital Cost

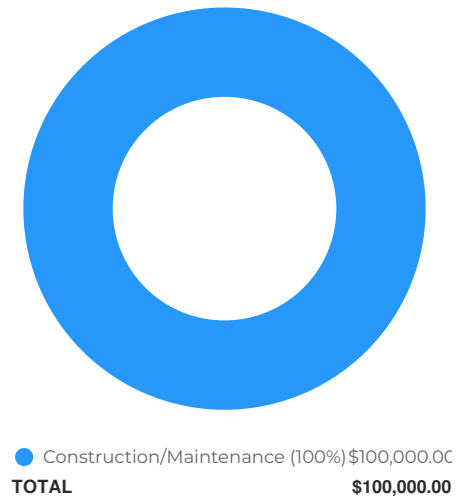
Total Budget (all years)
\$100K

Project Total
\$100K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

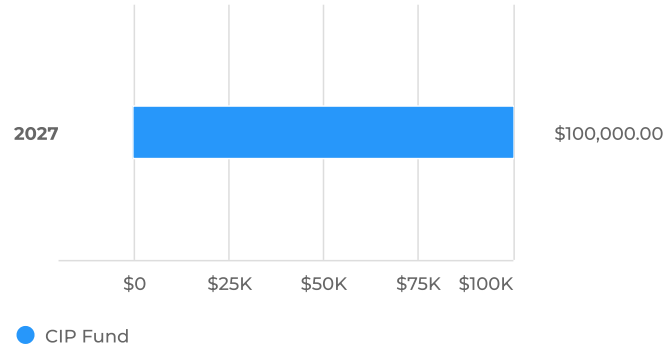
Capital Cost	FY2027	Total
Construction/Maintenance	\$100,000	\$100,000
Total	\$100,000	\$100,000

Funding Sources

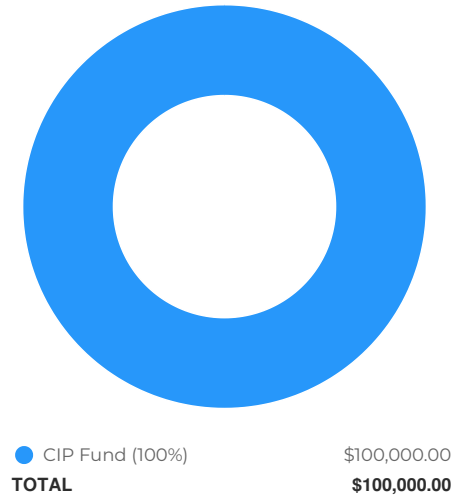
Total Budget (all years)
\$100K

Project Total
\$100K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2027	Total
CIP Fund	\$100,000	\$100,000
Total	\$100,000	\$100,000

This requests information is generated from , Proposed Version.

Jackson Street Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	10/01/2024
Est. Completion Date	03/25/2025
Department	Capital Improvement
Type	Capital Improvement

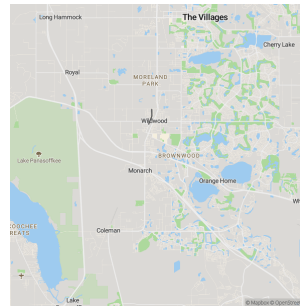
Description

Improvements to Jackson Street.

Details

Type of Project	Resurface Current Road
Strategic Focus Area	Transportation

Location



Benefit to Community

Will provide safer traffic flow on Jackson Street and renew critical utility infrastructure.

Capital Cost

FY2025 Budget

\$2,000,000

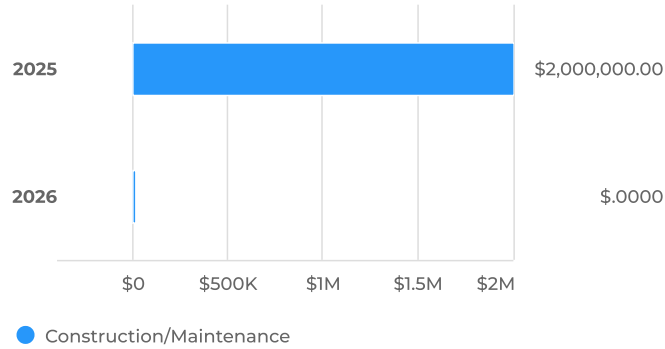
Total Budget (all years)

\$2M

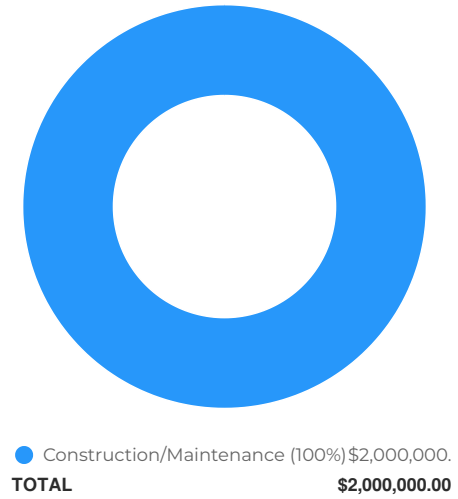
Project Total

\$2M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	FY2026	Total
Construction/Maintenance	\$2,000,000	\$0	\$2,000,000
Total	\$2,000,000	\$0	\$2,000,000

Funding Sources

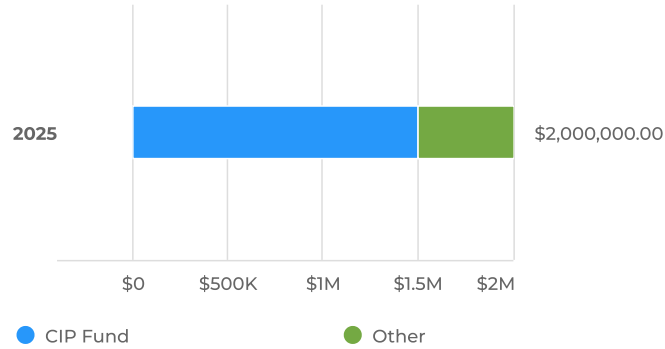
Total Historical
\$27,000

FY2025 Budget
\$2,000,000

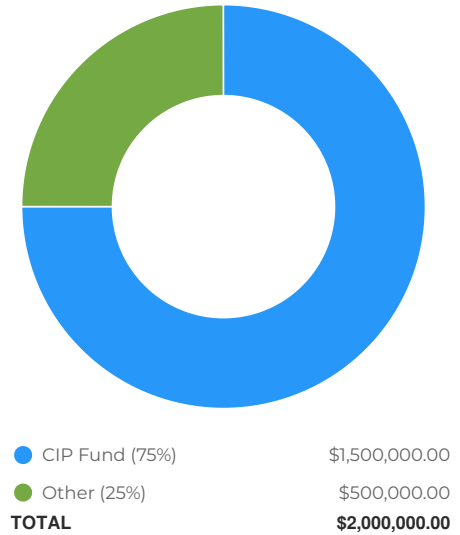
Total Budget (all years)
\$2M

Project Total
\$2.027M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
CIP Fund	\$27,000	\$1,500,000	\$1,527,000
Other		\$500,000	\$500,000
Total	\$27,000	\$2,000,000	\$2,027,000

This requests information is generated from , Proposed Version.

Millennium Park Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	10/15/2024
Est. Completion Date	03/03/2025
Department	Capital Improvement
Type	Capital Improvement

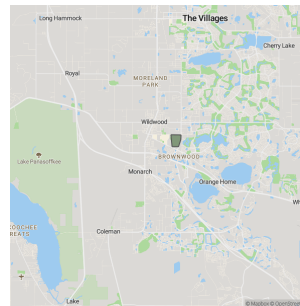
Description

This project implements a number of improvements in Millennium Park, including but not limited to: utility infrastructure, trails, roadways, parking, baseball fields, soccer fields, pavilion, restrooms.

Details

Type of Project	New Construction
Strategic Focus Area	Community Engagement

Location



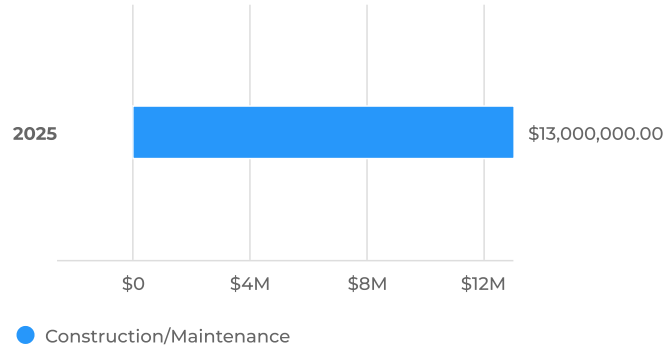
Benefit to Community

Project will provide increased recreational opportunities for the residents of Wildwood.

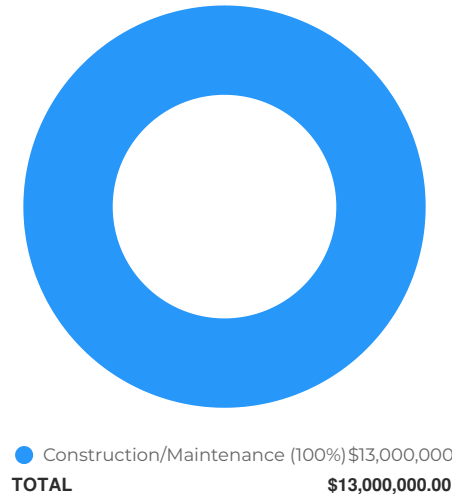
Capital Cost

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$1,000,000	\$13,000,000	\$13M	\$14M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	Historical	FY2025	Total
Engineering	\$1,000,000		\$1,000,000
Construction/Maintenance		\$13,000,000	\$13,000,000
Total	\$1,000,000	\$13,000,000	\$14,000,000

Funding Sources

FY2025 Budget

\$13,000,000

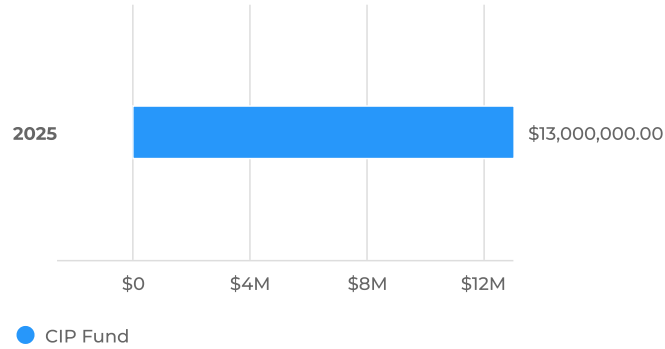
Total Budget (all years)

\$13M

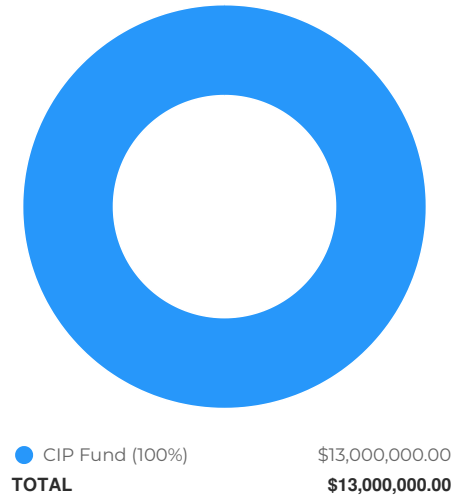
Project Total

\$13M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
CIP Fund	\$13,000,000	\$13,000,000
Total	\$13,000,000	\$13,000,000

This requests information is generated from , Proposed Version.

MLK Park Recreation Center

Overview

Request Owner	Cassandra Smith
Est. Start Date	06/15/2027
Est. Completion Date	09/15/2028
Department	Capital Improvement
Type	Capital Improvement

Description

Construction of a recreation center at MLK Park that will provide basketball/volleyball courts, teen and seniors room, banquet space, etc.

Details

Type of Project	New Construction
Strategic Focus Area	Community Engagement

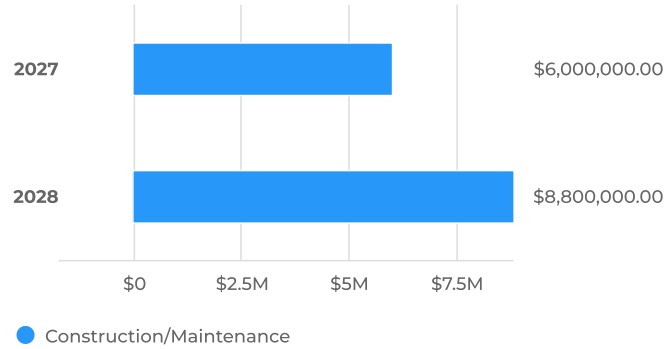
Capital Cost

Total Historical
\$381,200

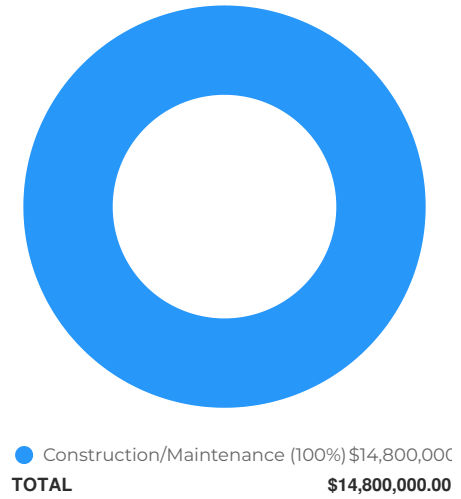
Total Budget (all years)
\$14.8M

Project Total
\$15.181M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	Historical	FY2027	FY2028	Total
Design	\$381,200			\$381,200
Construction/Maintenance		\$6,000,000	\$8,800,000	\$14,800,000
Total	\$381,200	\$6,000,000	\$8,800,000	\$15,181,200

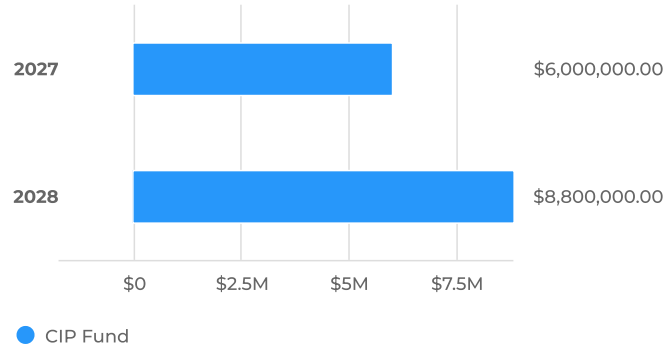
Funding Sources

Total Historical
\$381,200

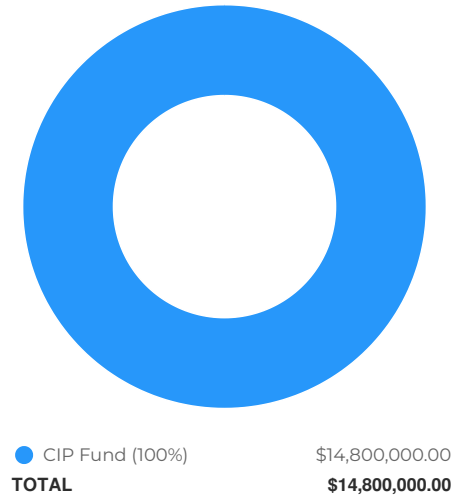
Total Budget (all years)
\$14.8M

Project Total
\$15.181M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

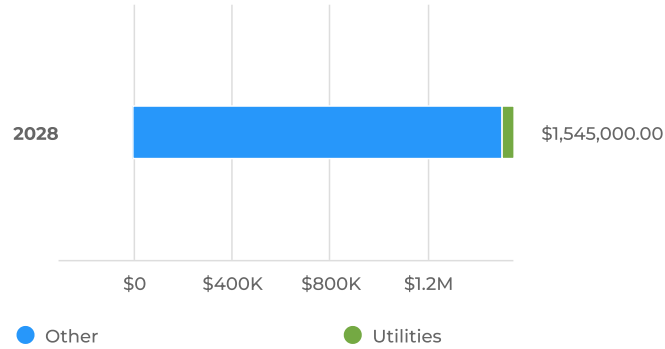
Funding Sources	Historical	FY2027	FY2028	Total
CIP Fund	\$381,200	\$6,000,000	\$8,800,000	\$15,181,200
Total	\$381,200	\$6,000,000	\$8,800,000	\$15,181,200

Operational Costs

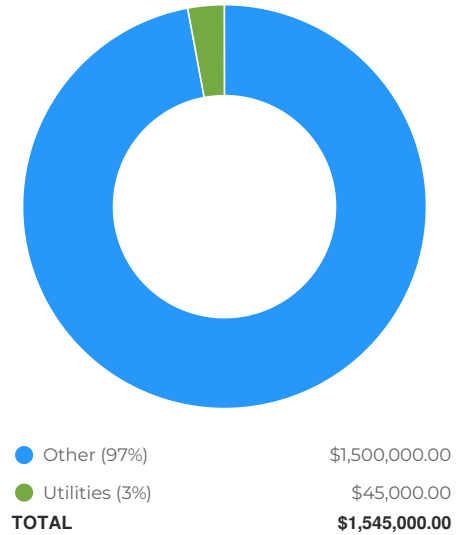
Total Budget (all years)
\$1.545M

Project Total
\$1.545M

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown		
Operational Costs	FY2028	Total
Other	\$1,500,000	\$1,500,000
Utilities	\$45,000	\$45,000
Total	\$1,545,000	\$1,545,000

This requests information is generated from , Proposed Version.

Oak Grove Village Drainage Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	06/02/2025
Est. Completion Date	09/30/2025
Department	Capital Improvement
Type	Capital Improvement

Description

Design and construction of a new pump station facility to serve the Oak Grove area, including a permanent emergency generator and fuel source and reconstruction of the existing catch basin to enhance the effectiveness of the pump in moving water out of the area. Property has been purchased for this project and the City has submitted two grant applications seeking funding for the project.

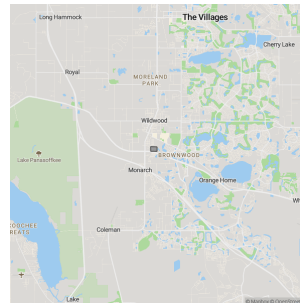
Images



Details

Type of Project	Refurbishment
Strategic Focus Area	Infrastructure

Location



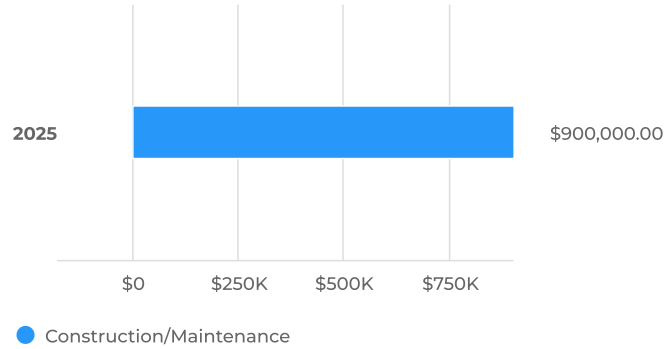
Benefit to Community

The project will provide flood protection for 65 properties housing approximately 240 people. The effective conveyance of stormwater will protect the residential structures, yards, and access from driveways and roadways. By mitigating the threat of flooding, the City will be able to better protect property and ensure access for residents and emergency responders.

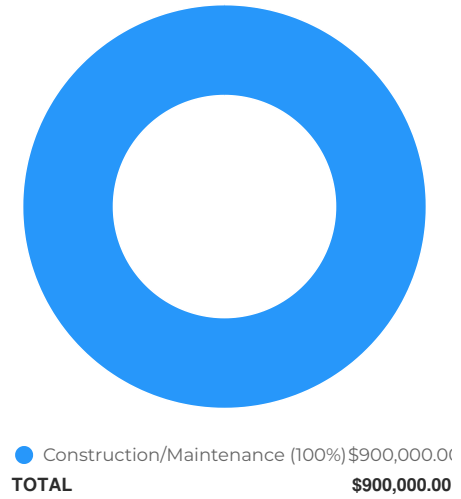
Capital Cost

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$36,000	\$900,000	\$900K	\$936K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	Historical	FY2025	Total
Engineering	\$36,000		\$36,000
Construction/Maintenance		\$900,000	\$900,000
Total	\$36,000	\$900,000	\$936,000

Funding Sources

FY2025 Budget

\$900,000

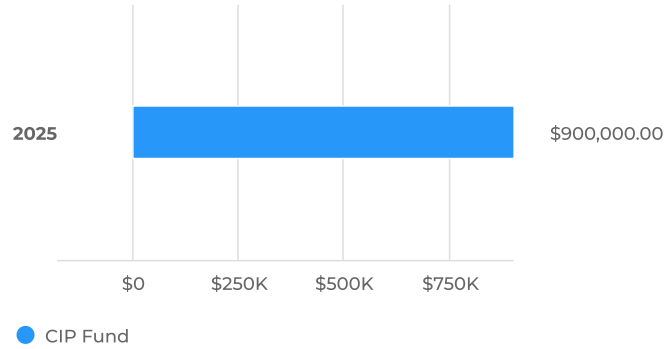
Total Budget (all years)

\$900K

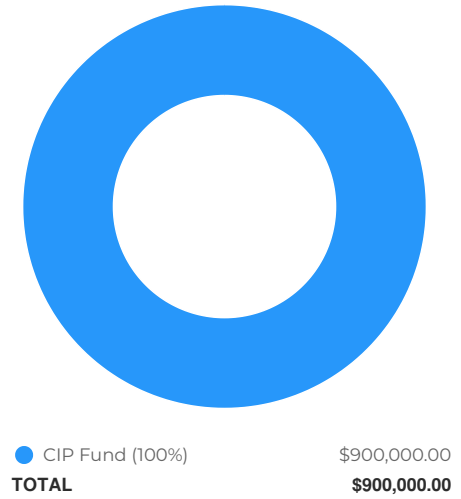
Project Total

\$900K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
CIP Fund	\$900,000	\$900,000
Total	\$900,000	\$900,000

This requests information is generated from , Proposed Version.

Oxford Park Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	04/01/2025
Est. Completion Date	06/30/2025
Department	Capital Improvement
Type	Capital Improvement

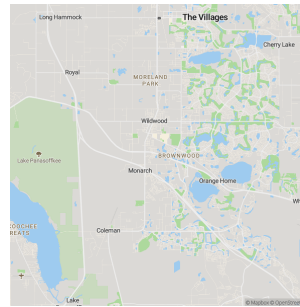
Description

This project will rehab existing facilities at Oxford Park, including playground equipment and pickleball courts.

Details

Type of Project	Refurbishment
Strategic Focus Area	Community Engagement

Location



Benefit to Community

This project will provide improved recreational opportunities for populations in the north section of the city limits.

Capital Cost

FY2025 Budget

\$500,000

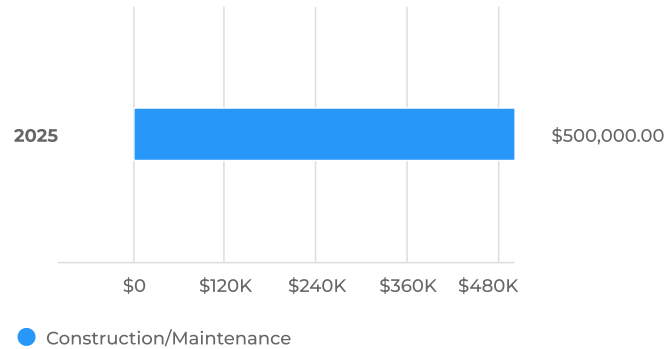
Total Budget (all years)

\$500K

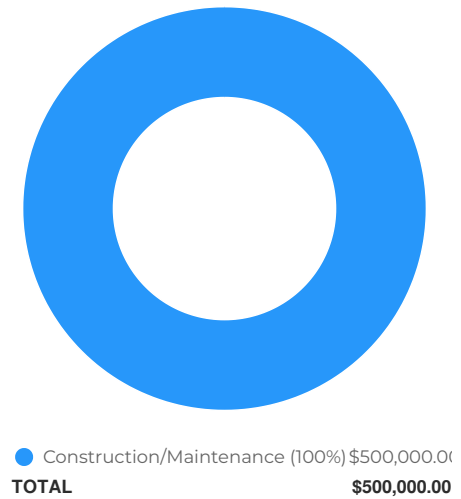
Project Total

\$500K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



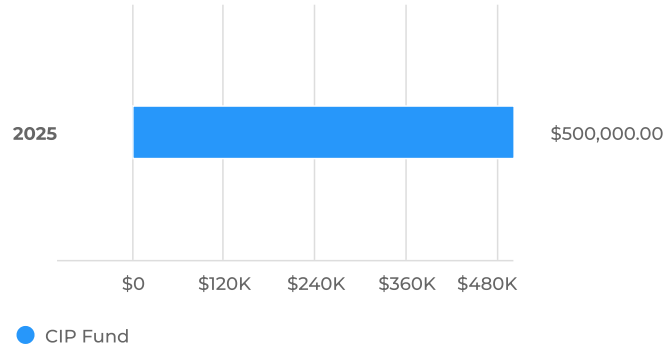
Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$500,000	\$500,000
Total	\$500,000	\$500,000

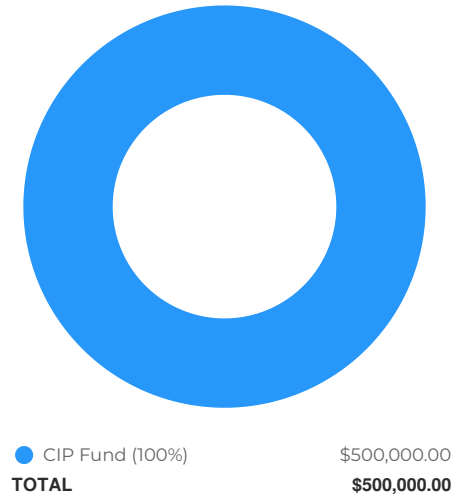
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$500,000	\$500K	\$500K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
CIP Fund	\$500,000	\$500,000
Total	\$500,000	\$500,000

This requests information is generated from , Proposed Version.

Public Works Department Annex

Overview

Request Owner	Cassandra Smith
Est. Start Date	11/01/2024
Est. Completion Date	08/03/2026
Department	Capital Improvement
Type	Capital Improvement

Description

Construction of a Public Works Department Annex in the southern city limits (Villages).

Details

Type of Project	New Construction
Strategic Focus Area	Transportation, Infrastructure

Capital Cost

FY2025 Budget

\$100,000

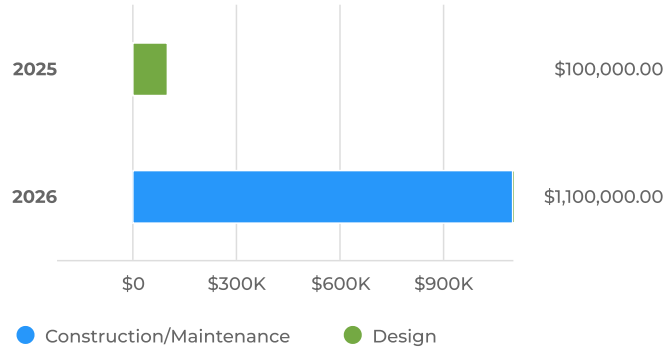
Total Budget (all years)

\$1.2M

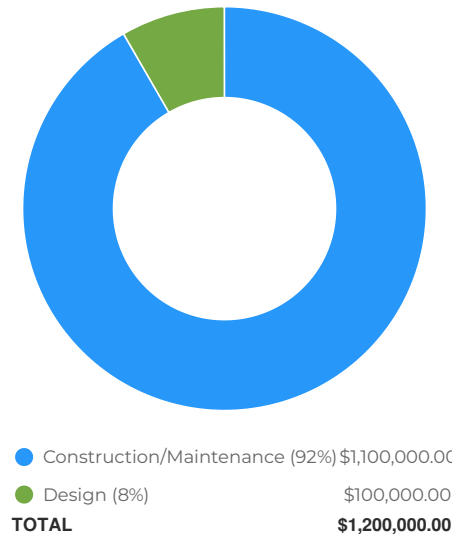
Project Total

\$1.2M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown			
Capital Cost	FY2025	FY2026	Total
Design	\$100,000		\$100,000
Construction/Maintenance		\$1,100,000	\$1,100,000
Total	\$100,000	\$1,100,000	\$1,200,000

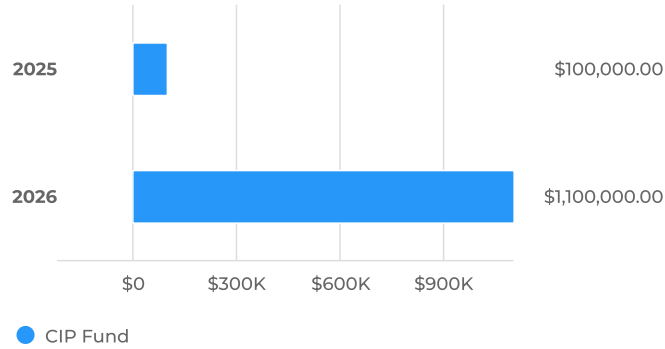
Funding Sources

FY2025 Budget
\$100,000

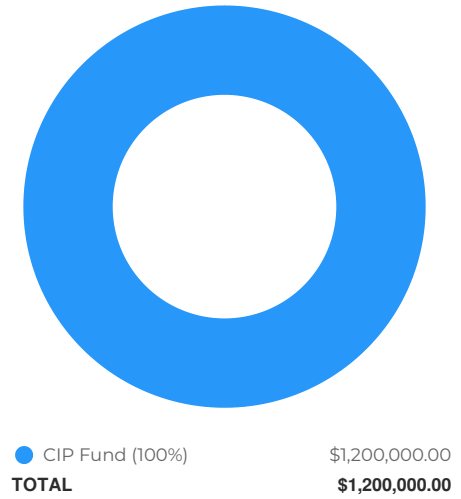
Total Budget (all years)
\$1.2M

Project Total
\$1.2M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

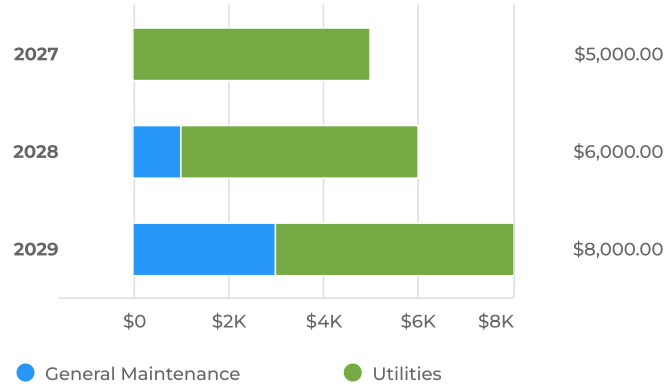
Funding Sources	FY2025	FY2026	Total
CIP Fund	\$100,000	\$1,100,000	\$1,200,000
Total	\$100,000	\$1,100,000	\$1,200,000

Operational Costs

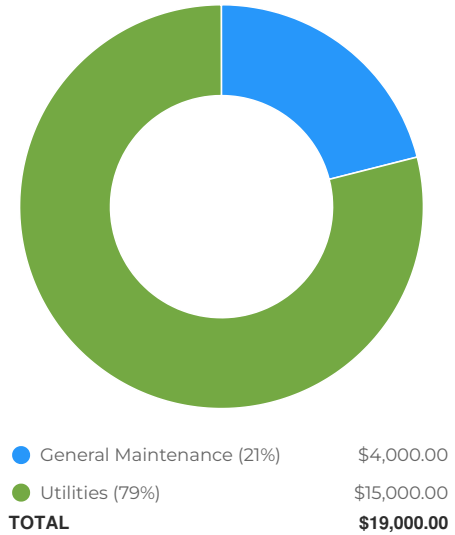
Total Budget (all years)
\$19K

Project Total
\$19K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown				
Operational Costs	FY2027	FY2028	FY2029	Total
General Maintenance		\$1,000	\$3,000	\$4,000
Utilities	\$5,000	\$5,000	\$5,000	\$15,000
Total	\$5,000	\$6,000	\$8,000	\$19,000

This requests information is generated from , Proposed Version.

US 301 Complete Streets Landscaping Improvements

Overview

Request Owner	Cassandra Smith
Est. Start Date	05/18/2026
Est. Completion Date	09/30/2027
Department	Capital Improvement
Type	Capital Improvement

Description

Construction activities outlined in the Complete Streets plan to calm the US 301 corridor.

Details

Type of Project	Other
Strategic Focus Area	Transportation

Benefit to Community

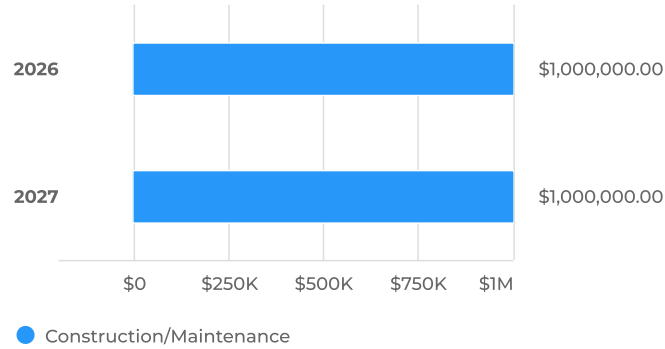
Will provide residents with a safer way to visit businesses in the downtown district.

Capital Cost

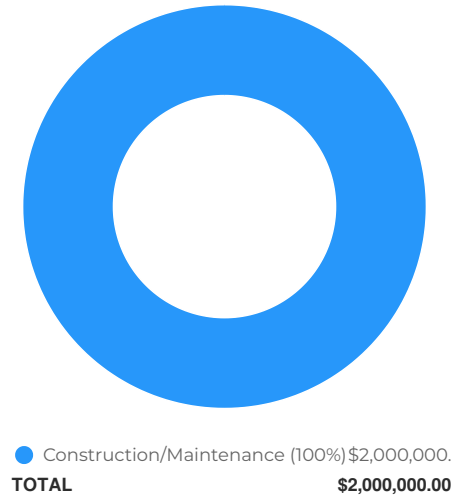
Total Budget (all years)
\$2M

Project Total
\$2M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

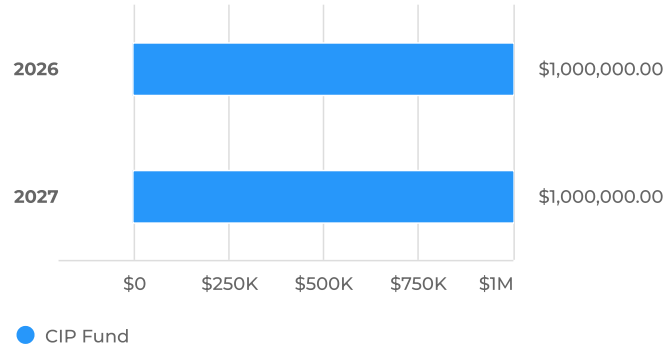
Capital Cost	FY2026	FY2027	Total
Construction/Maintenance	\$1,000,000	\$1,000,000	\$2,000,000
Total	\$1,000,000	\$1,000,000	\$2,000,000

Funding Sources

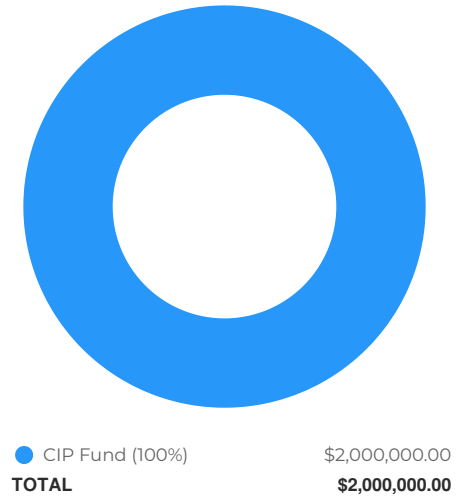
Total Budget (all years)
\$2M

Project Total
\$2M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2026	FY2027	Total
CIP Fund	\$1,000,000	\$1,000,000	\$2,000,000
Total	\$1,000,000	\$1,000,000	\$2,000,000

This requests information is generated from , Proposed Version.

US 301 Linear Park

Overview

Request Owner	Cassandra Smith
Est. Start Date	06/15/2026
Est. Completion Date	11/13/2026
Department	Capital Improvement
Type	Capital Improvement

Description

Installation of pedestrian amenities along US 301.

Details

Type of Project	New Construction
Strategic Focus Area	Downtown Redevelopment

Benefit to Community

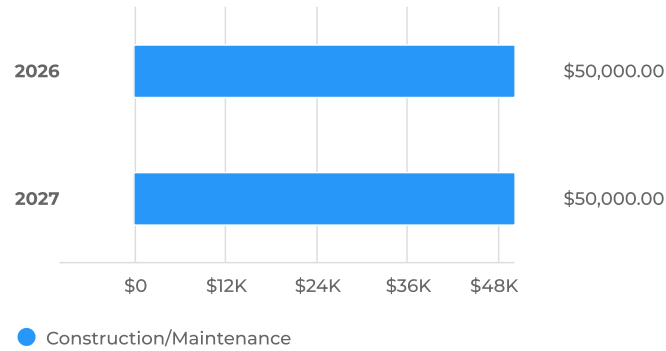
This will provide a safe corridor for pedestrian traffic along HWY 301 to/from the Downtown.

Capital Cost

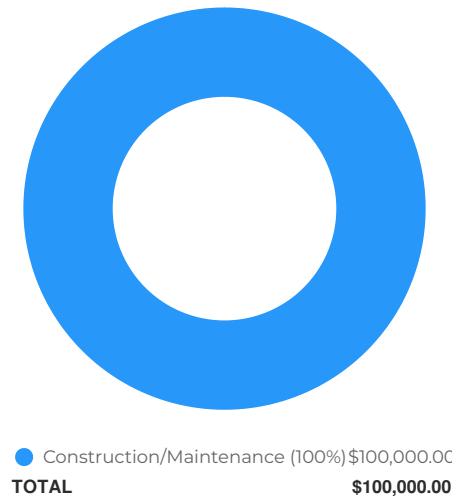
Total Budget (all years)
\$100K

Project Total
\$100K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



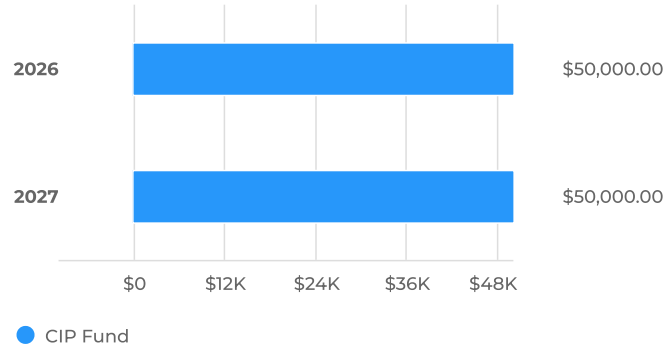
Capital Cost Breakdown			
Capital Cost	FY2026	FY2027	Total
Construction/Maintenance	\$50,000	\$50,000	\$100,000
Total	\$50,000	\$50,000	\$100,000

Funding Sources

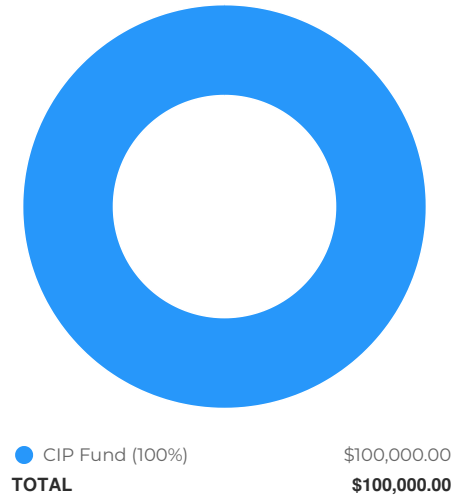
Total Budget (all years)
\$100K

Project Total
\$100K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2026	FY2027	Total
CIP Fund	\$50,000	\$50,000	\$100,000
Total	\$50,000	\$50,000	\$100,000

This requests information is generated from , Proposed Version.

Watershed Master Plan Implementation Projects

Overview

Request Owner	Cassandra Smith
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Capital Improvement
Type	Capital Improvement

Description

This is an ongoing appropriation for stormwater projects. Specific projects will be determined as property acquisition is accomplished.

Details

Type of Project	New Construction
Strategic Focus Area	Infrastructure

Benefit to Community

These projects will offer better stormwater drainage in neighborhoods that are experiencing flooding during rain events.

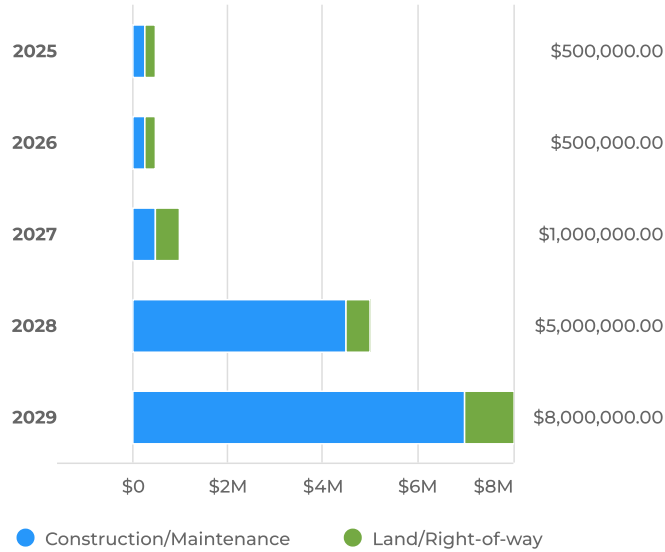
Capital Cost

FY2025 Budget
\$500,000

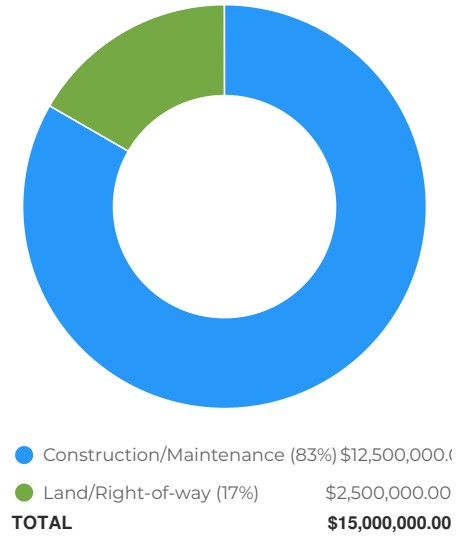
Total Budget (all years)
\$15M

Project Total
\$15M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown						
Capital Cost	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Land/Right-of-way	\$250,000	\$250,000	\$500,000	\$500,000	\$1,000,000	\$2,500,000
Construction/Maintenance	\$250,000	\$250,000	\$500,000	\$4,500,000	\$7,000,000	\$12,500,000
Total	\$500,000	\$500,000	\$1,000,000	\$5,000,000	\$8,000,000	\$15,000,000

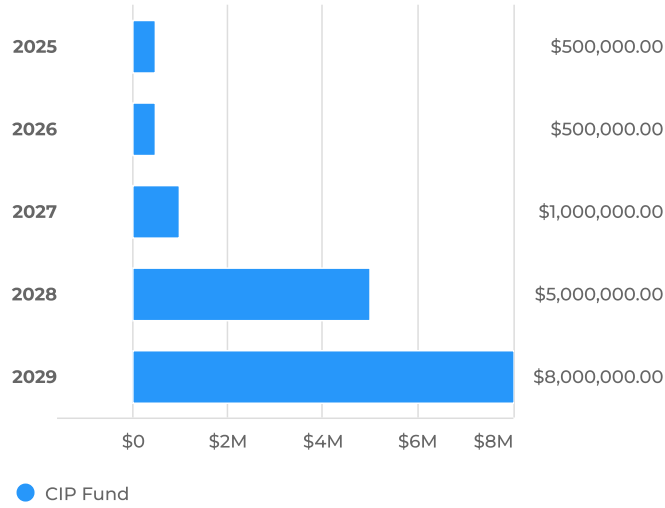
Funding Sources

FY2025 Budget
\$500,000

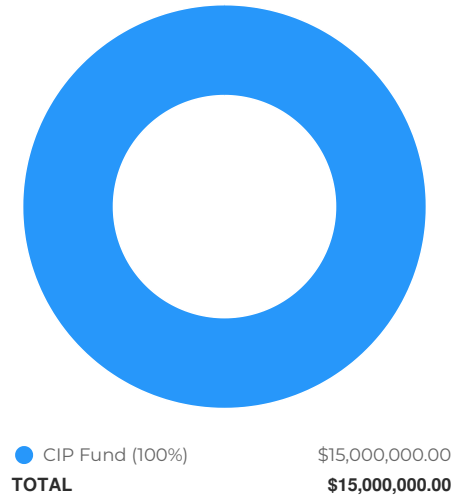
Total Budget (all years)
\$15M

Project Total
\$15M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	FY2029	Total
CIP Fund	\$500,000	\$500,000	\$1,000,000	\$5,000,000	\$8,000,000	\$15,000,000
Total	\$500,000	\$500,000	\$1,000,000	\$5,000,000	\$8,000,000	\$15,000,000

CAPITAL PROJECTS REQUESTS

This requests information is generated from , Proposed Version.

Wastewater Treatment Plant

Overview

Request Owner	Cassandra Smith
Est. Start Date	08/01/2024
Est. Completion Date	12/30/2025
Department	Capital Projects
Type	Capital Improvement

Description

Expand wastewater plant to 6 MGD.

Details

Type of Project	New Construction
Strategic Focus Area	Infrastructure

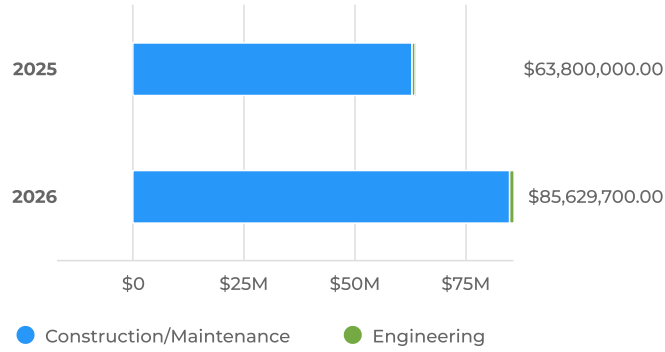
Location



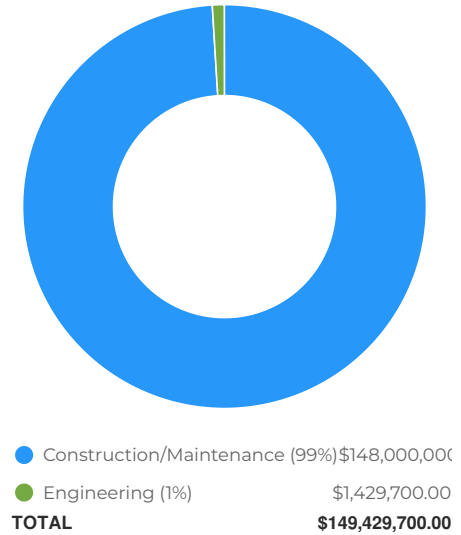
Capital Cost

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$3,845,254	\$63,800,000	\$149.43M	\$153.275M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown				
Capital Cost	Historical	FY2025	FY2026	Total
Design	\$258,475			\$258,475
Engineering	\$829,620	\$800,000	\$629,700	\$2,259,320
Construction/Maintenance	\$2,757,159	\$63,000,000	\$85,000,000	\$150,757,159
Total	\$3,845,254	\$63,800,000	\$85,629,700	\$153,274,954

Funding Sources

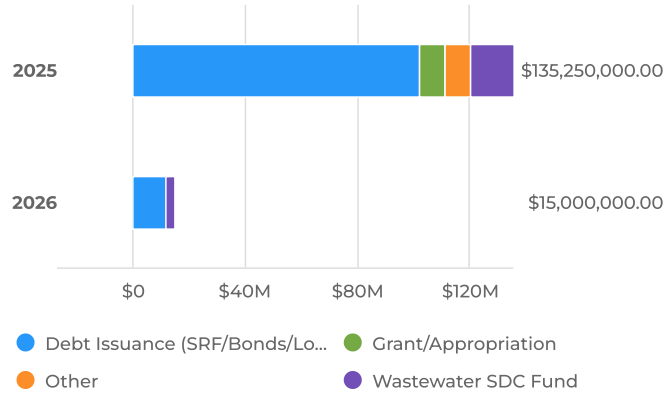
Total Historical
\$7,688,095

FY2025 Budget
\$135,250,000

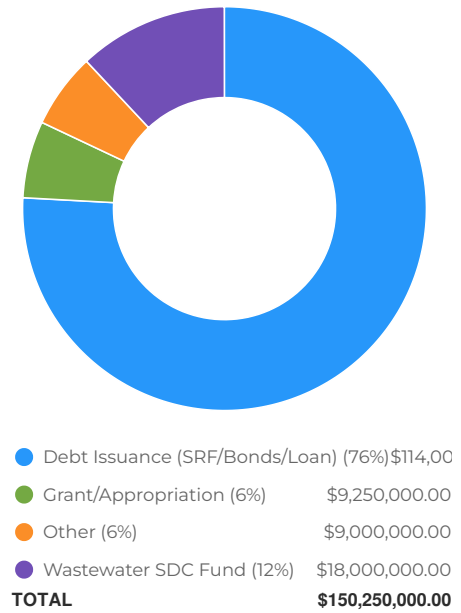
Total Budget (all years)
\$150.25M

Project Total
\$157.938M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	FY2026	Total
Wastewater SDC Fund	\$1,088,095	\$15,000,000	\$3,000,000	\$19,088,095
Debt Issuance (SRF/Bonds/Loan)		\$102,000,000	\$12,000,000	\$114,000,000
Grant/Appropriation	\$3,600,000	\$9,250,000		\$12,850,000
Other	\$3,000,000	\$9,000,000		\$12,000,000
Total	\$7,688,095	\$135,250,000	\$15,000,000	\$157,938,095

PUBLIC SAFETY REQUESTS

In-Car Video Bundles and Camera System

Overview

Request Owner	Randall Parmer, Chief of Police
Department	Public Safety
Type	Capital Equipment

Description

This request is for six (6) in-car video and camera systems to be installed in newly requested police vehicles.

This equipment will be provided by the current vendor, Metrix Solutions, and added to the existing contract.

Total costs - \$85,028

Four year payment schedule - \$21,257 per year

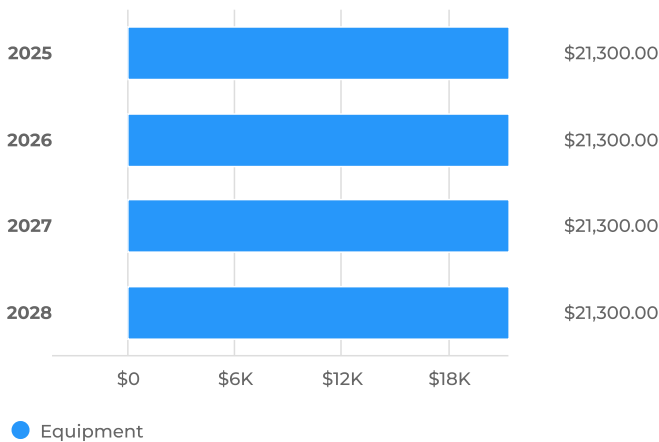
Details

New Purchase or Replacement	New
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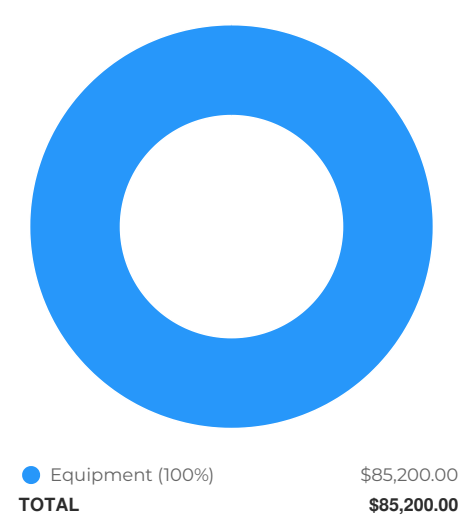
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$21,300	\$85.2K	\$85.2K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown					
Capital Cost	FY2025	FY2026	FY2027	FY2028	Total
Equipment	\$21,300	\$21,300	\$21,300	\$21,300	\$85,200
Total	\$21,300	\$21,300	\$21,300	\$21,300	\$85,200

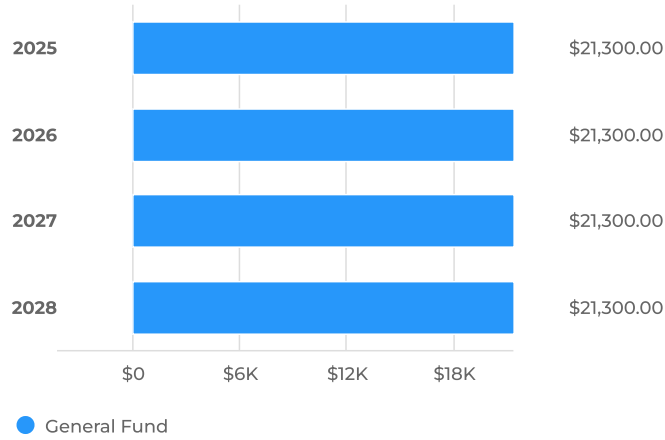
Funding Sources

FY2025 Budget
\$21,300

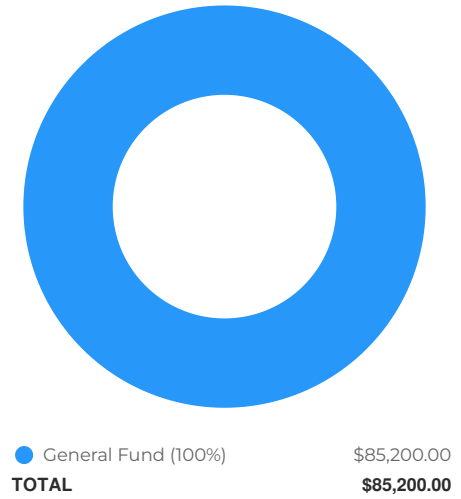
Total Budget (all years)
\$85.2K

Project Total
\$85.2K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$21,300	\$21,300	\$21,300	\$21,300	\$85,200
Total	\$21,300	\$21,300	\$21,300	\$21,300	\$85,200

This requests information is generated from , Proposed Version.

The Villages Police Department Substation

Overview

Request Owner	Cassandra Smith
Est. Start Date	01/13/2025
Est. Completion Date	08/30/2027
Department	Public Safety
Type	Capital Improvement

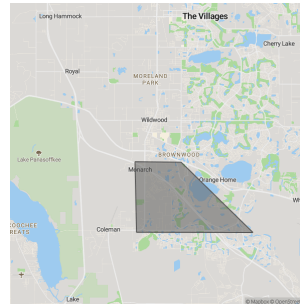
Description

Construction of a new Police substation in the southern city limits within the area of The Villages in order to provide improved coverage of critical police services.

Details

Type of Project	New Construction
Strategic Focus Area	Community Engagement

Location



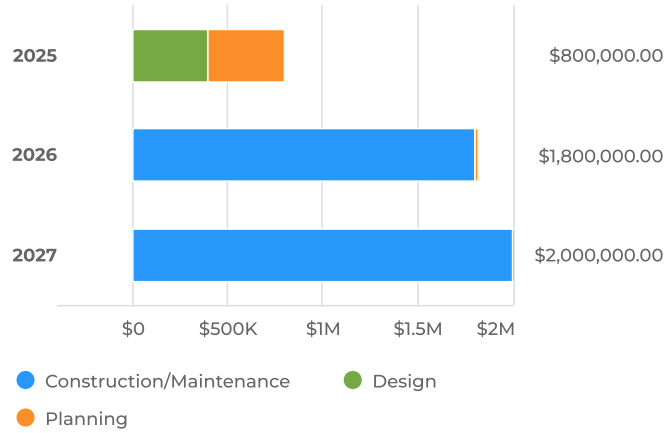
Capital Cost

FY2025 Budget
\$800,000

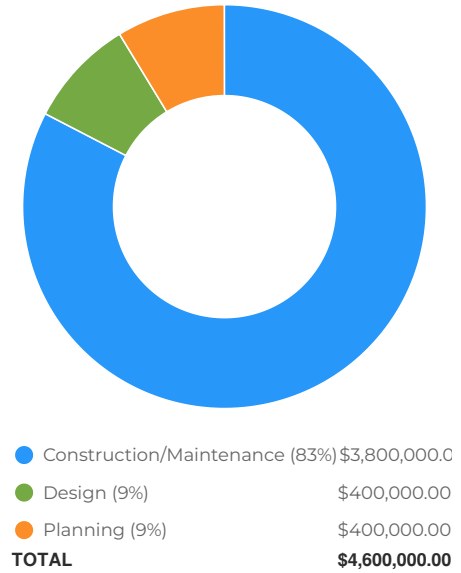
Total Budget (all years)
\$4.6M

Project Total
\$4.6M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	Total
Planning	\$400,000			\$400,000
Design	\$400,000			\$400,000
Construction/Maintenance		\$1,800,000	\$2,000,000	\$3,800,000
Total	\$800,000	\$1,800,000	\$2,000,000	\$4,600,000

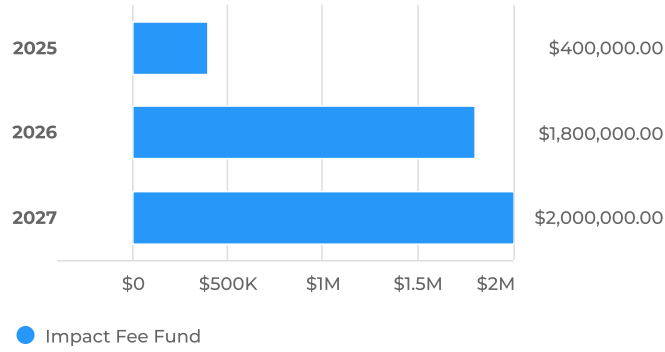
Funding Sources

FY2025 Budget
\$400,000

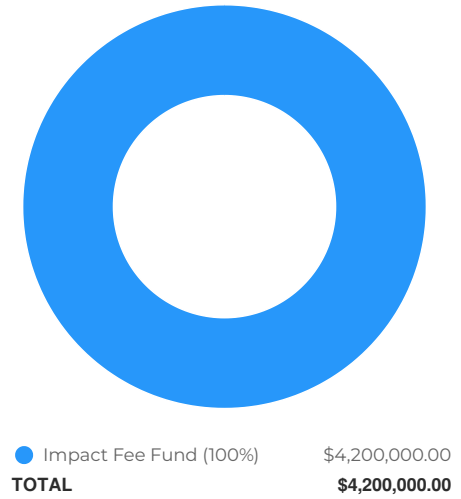
Total Budget (all years)
\$4.2M

Project Total
\$4.2M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	Total
Impact Fee Fund	\$400,000	\$1,800,000	\$2,000,000	\$4,200,000
Total	\$400,000	\$1,800,000	\$2,000,000	\$4,200,000

PUBLIC WORKS REQUESTS

This requests information is generated from , Proposed Version.

Barwick Street Rehabilitation

Overview

Request Owner	Cassandra Smith
Est. Start Date	04/01/2026
Est. Completion Date	02/01/2027
Department	Public Works
Type	Capital Improvement

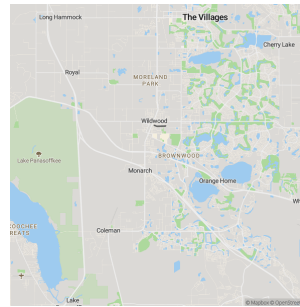
Description

Rehabilitate the Barwick Street right-of-way along with associated utility and storm water infrastructure.

Details

Type of Project	Resurface Current Road
Strategic Focus Area	Transportation

Location



Benefit to Community

This project will provide safer transportation in the project area as well as provide enhanced storm water retention.

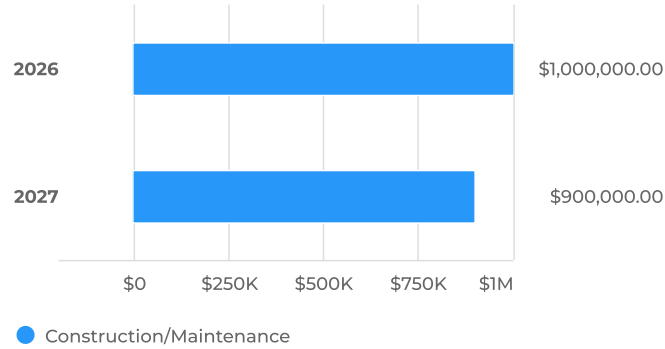
Capital Cost

Total Historical
\$39,900

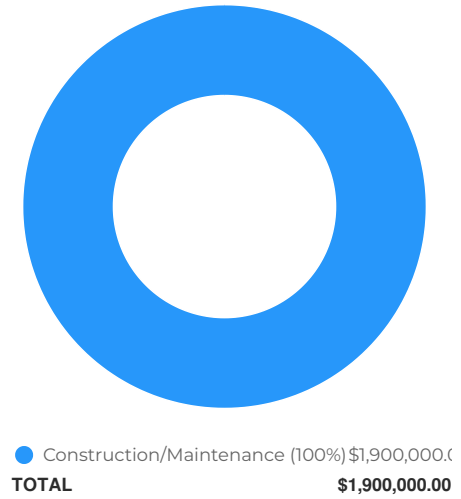
Total Budget (all years)
\$1.9M

Project Total
\$1.94M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

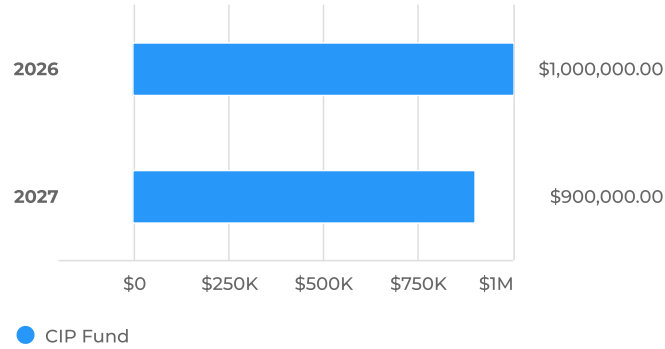
Capital Cost	Historical	FY2026	FY2027	Total
Engineering	\$39,900			\$39,900
Construction/Maintenance		\$1,000,000	\$900,000	\$1,900,000
Total	\$39,900	\$1,000,000	\$900,000	\$1,939,900

Funding Sources

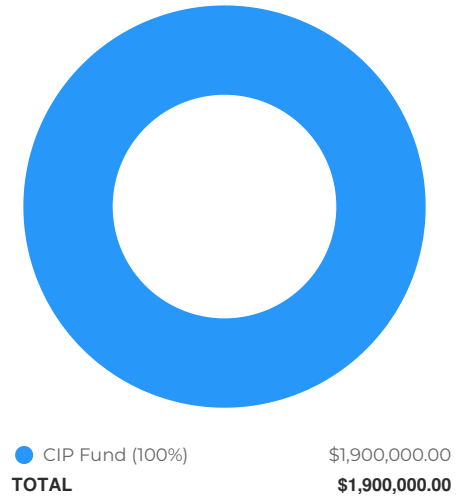
Total Budget (all years)
\$1.9M

Project Total
\$1.9M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2026	FY2027	Total
CIP Fund	\$1,000,000	\$900,000	\$1,900,000
Total	\$1,000,000	\$900,000	\$1,900,000

WASTEWATER DIVISION REQUESTS

This requests information is generated from , Proposed Version.

2 Lift Station Generator Purchases and Install

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Wastewater Division
Type	Capital Equipment

Description

Due to the rise in FDEP fines when it comes to sewer overflows, FDEP is cracking down to prevent all sewer overflows. By placing a generator at each station we will help prevent spills due to loss of power during storm events.

Images



Generator Pic

Details

New Purchase or Replacement	New
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Supplemental Attachments

 [Generator Price\(/resource/cleargov-prod/projects/documents/1f0318e23625e9365ba3.pdf\)](/resource/cleargov-prod/projects/documents/1f0318e23625e9365ba3.pdf)

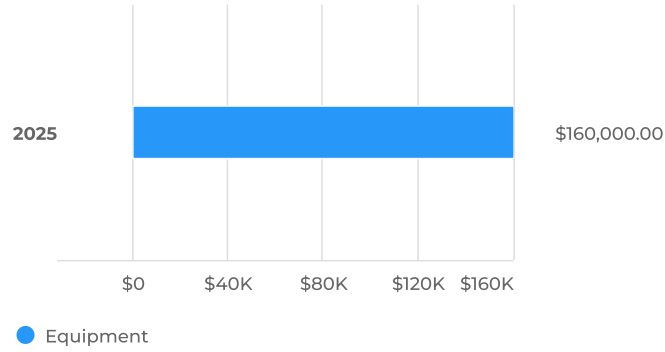
Capital Cost

FY2025 Budget
\$160,000

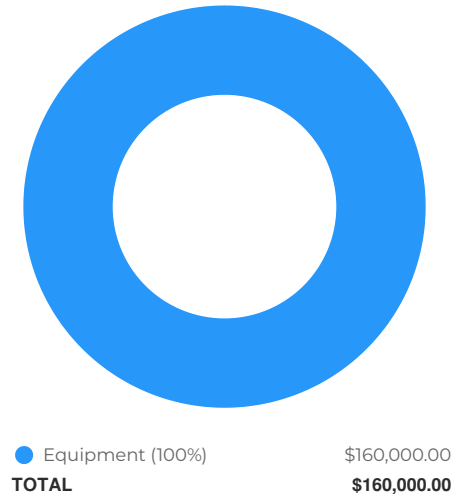
Total Budget (all years)
\$160K

Project Total
\$160K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Equipment	\$160,000	\$160,000
Total	\$160,000	\$160,000

Funding Sources

FY2025 Budget

\$160,000

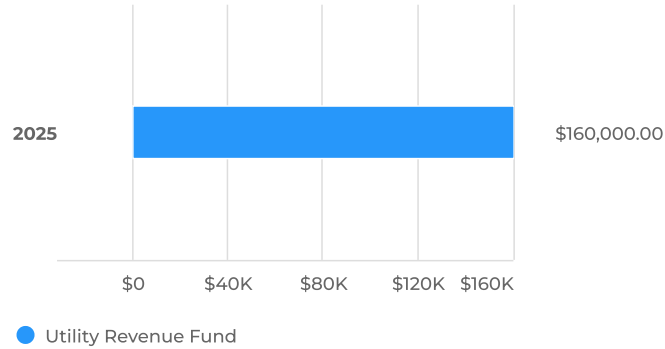
Total Budget (all years)

\$160K

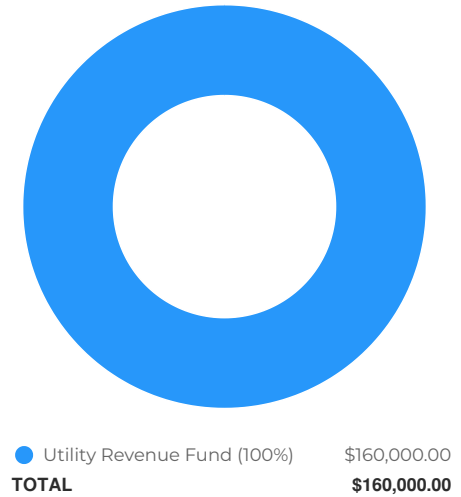
Project Total

\$160K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Utility Revenue Fund	\$160,000	\$160,000
Total	\$160,000	\$160,000

This requests information is generated from , Proposed Version.

Inspect, repair or replace 3,000' of sanitary sewer main

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

Description

This is a part of the department's annual maintenance program to prevent sanitary sewer overflows or spills. We will inspect, repair or replace 3000' of sanitary sewer main annually. The going rate for pipe liner installation is \$50.00 per foot.

Images

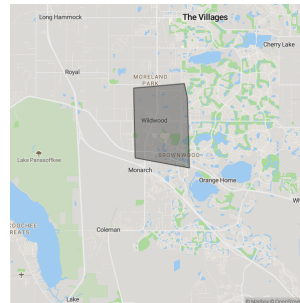


Gravity Main Pic

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



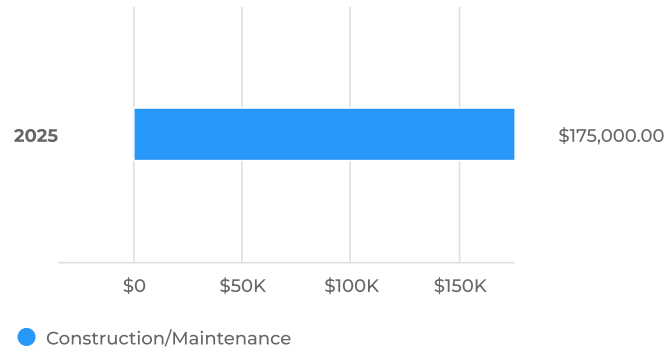
Capital Cost

FY2025 Budget
\$175,000

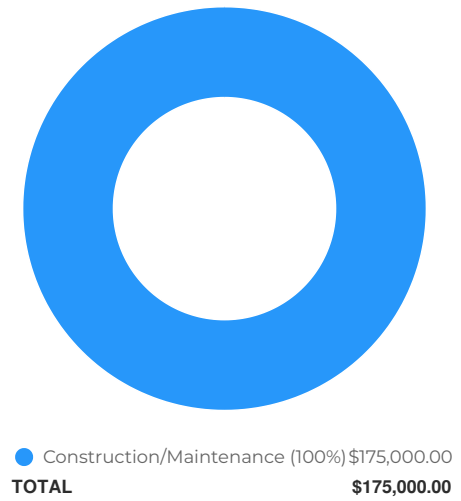
Total Budget (all years)
\$175K

Project Total
\$175K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$175,000	\$175,000
Total	\$175,000	\$175,000

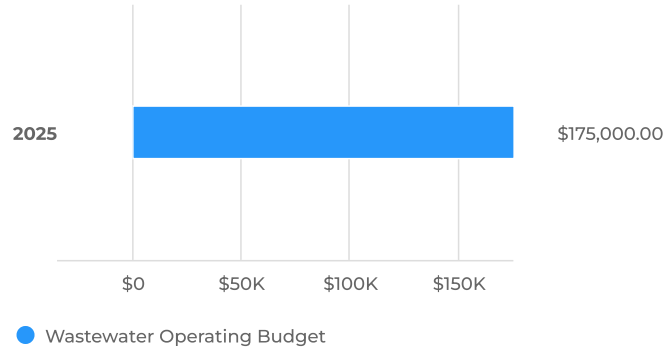
Funding Sources

FY2025 Budget
\$175,000

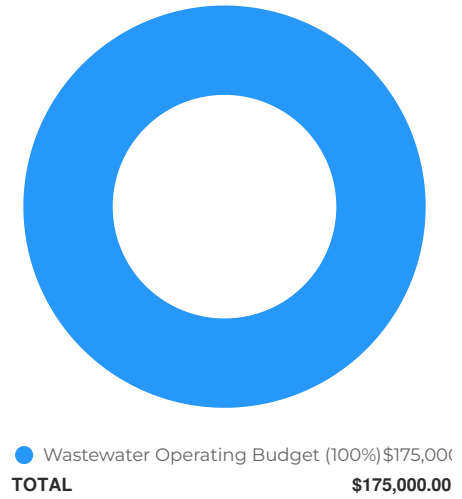
Total Budget (all years)
\$175K

Project Total
\$175K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Wastewater Operating Budget	\$175,000	\$175,000
Total	\$175,000	\$175,000

This requests information is generated from , Proposed Version.

Inspect, Repair, and Coat a total of 60 Manholes.

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

Description

As part of the department's preventative maintenance program, we will inspect, repair, and coat a total of 90 manholes in the sanitary sewer system.

Images

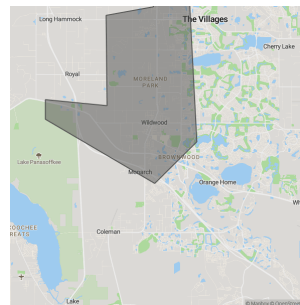


Manhole Rehab Pic

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

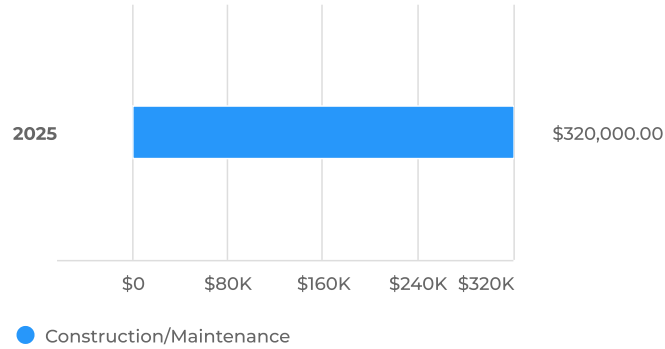
 [Manhole Rehab Quote for 36\(/resource/cleargov-prod/projects/documents/2c568d3517566bd5ed76.pdf\)](/resource/cleargov-prod/projects/documents/2c568d3517566bd5ed76.pdf)

 [Ring Cover Quote for 40\(/resource/cleargov-prod/projects/documents/4ee694b18d9a6a30701c.pdf\)](/resource/cleargov-prod/projects/documents/4ee694b18d9a6a30701c.pdf)

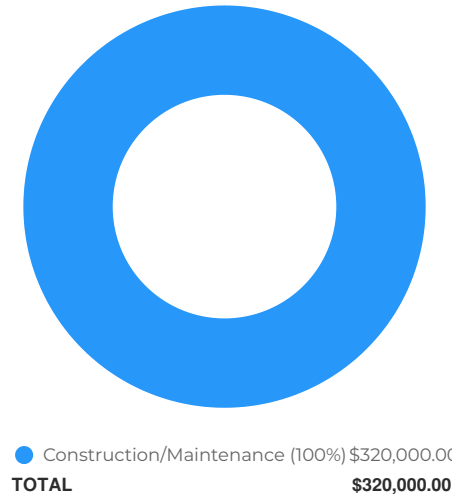
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$320,000	\$320K	\$320K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)

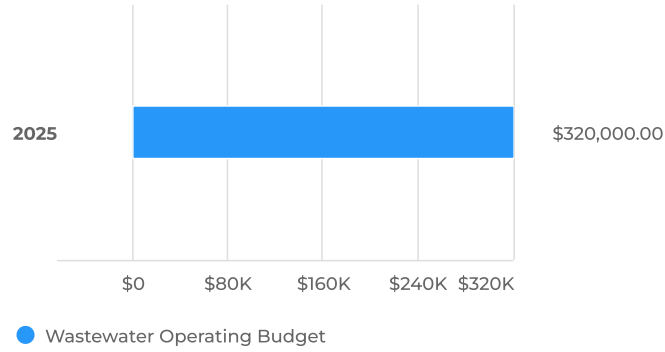


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$320,000	\$320,000
Total	\$320,000	\$320,000

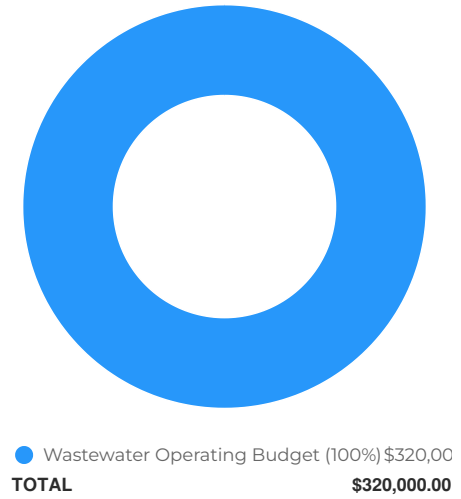
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$320,000	\$320K	\$320K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Wastewater Operating Budget	\$320,000	\$320,000
Total	\$320,000	\$320,000

This requests information is generated from , Proposed Version.

Lift Station Panel Upgrades for Stations 45-5 and 46-6 in Continental Country Club

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

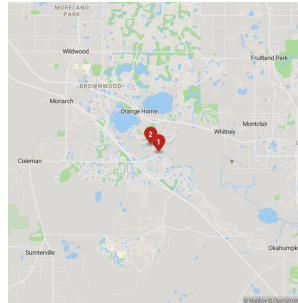
Description

Due to age and H2S gasses, the 2 panels have reached the end of their service life and are in need of replacement. This will reduce the number of call-outs due to failure, and reduce the chances of sanitary sewer spills due to panel malfunctions.

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Capital Cost

FY2025 Budget

\$100,000

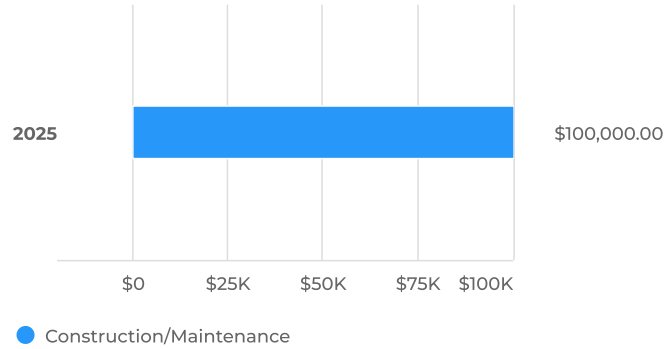
Total Budget (all years)

\$100K

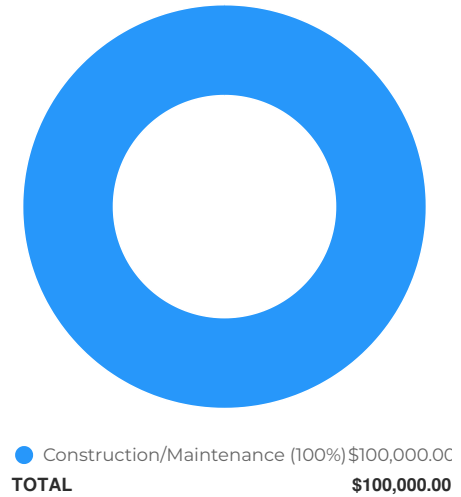
Project Total

\$100K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$100,000	\$100,000
Total	\$100,000	\$100,000

Funding Sources

FY2025 Budget

\$100,000

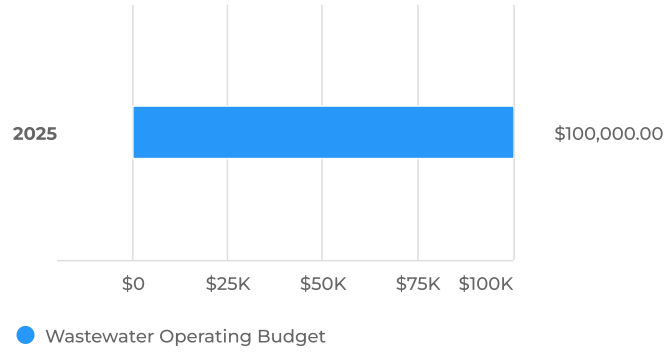
Total Budget (all years)

\$100K

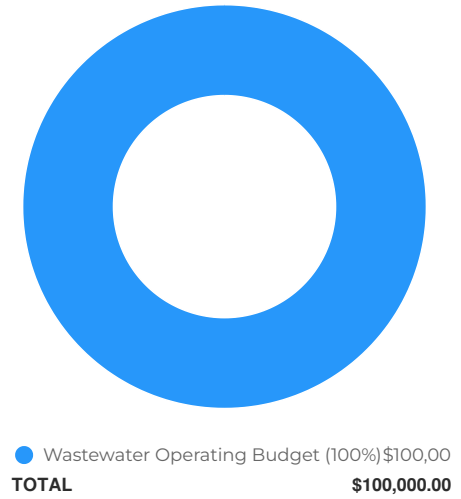
Project Total

\$100K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Wastewater Operating Budget	\$100,000	\$100,000
Total	\$100,000	\$100,000

This requests information is generated from , Proposed Version.

Lift Station Wet Well Coatings for Stations #19, 25, 28, and 47

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

Description

Due to age and H2S gasses and as part of our annual preventative maintenance program to reduce FDEP violations and sanitary sewer spills, four lift stations were identified to be coated in this budget year.

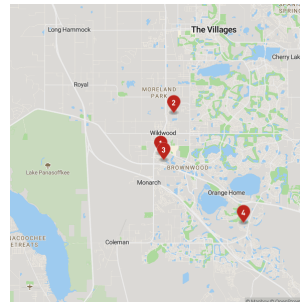
Images



Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 [Quote for One Station\(/resource/cleargov-prod/projects/documents/495508a2de56d2d12bbe.jpg\)](/resource/cleargov-prod/projects/documents/495508a2de56d2d12bbe.jpg)

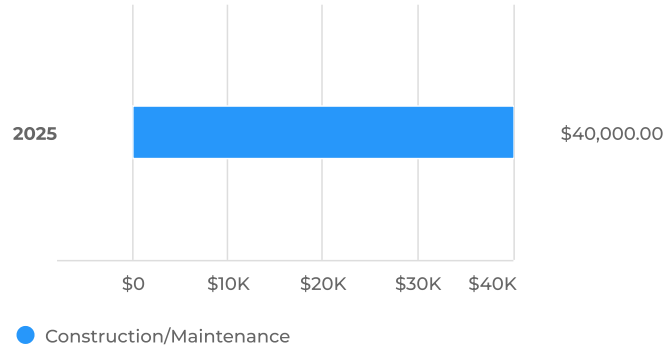
Capital Cost

FY2025 Budget
\$40,000

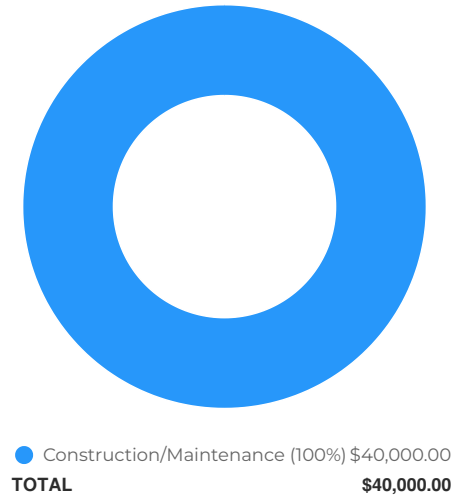
Total Budget (all years)
\$40K

Project Total
\$40K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$40,000	\$40,000
Total	\$40,000	\$40,000

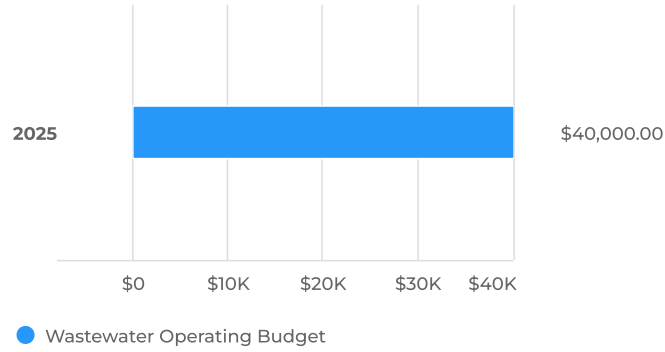
Funding Sources

FY2025 Budget
\$40,000

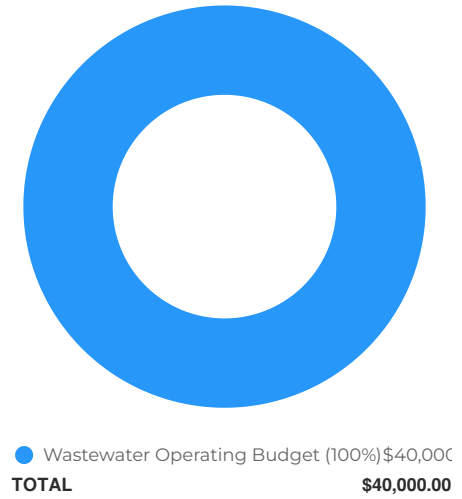
Total Budget (all years)
\$40K

Project Total
\$40K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Wastewater Operating Budget	\$40,000	\$40,000
Total	\$40,000	\$40,000

This requests information is generated from , Proposed Version.

Millenium Park Reclaim Water Main Extension

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

Description

Identified in the master plan. The project consists of extending existing 10-inch reclaim water main to the City's Millennium Park.

Images

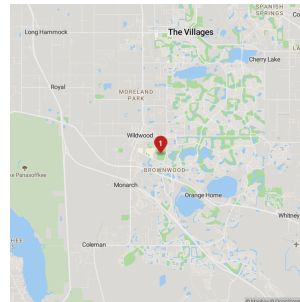


Reclaim Pipe Pic

Details

Type of Project	New Construction
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 Generic Quote for 1250' of Reclaim installation(</resource/cleargov-prod/projects/documents/bb75c6cd143f71f7f760.pdf>)

Benefit to Community

Provide Reuse water to the Millennium park area as well as all areas from the pump station to the park.

Capital Cost

FY2025 Budget

\$2,000,000

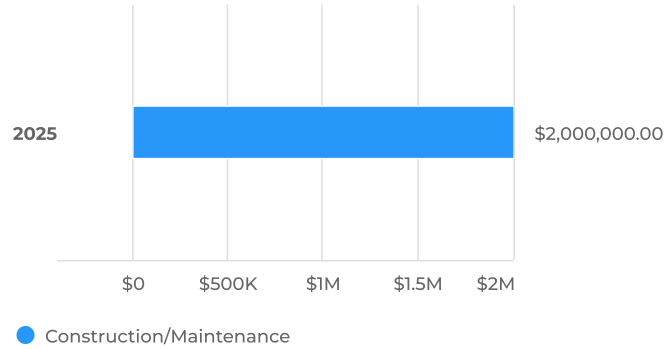
Total Budget (all years)

\$2M

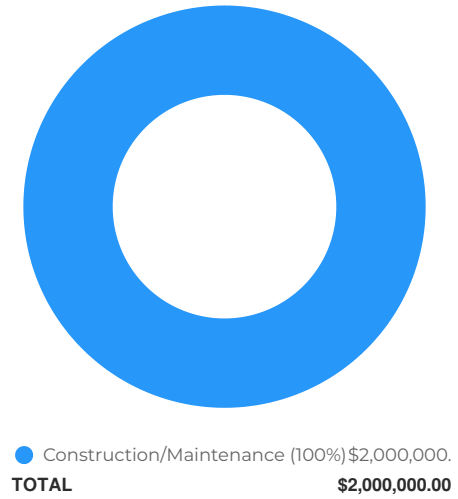
Project Total

\$2M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$2,000,000	\$2,000,000
Total	\$2,000,000	\$2,000,000

Funding Sources

FY2025 Budget

\$2,000,000

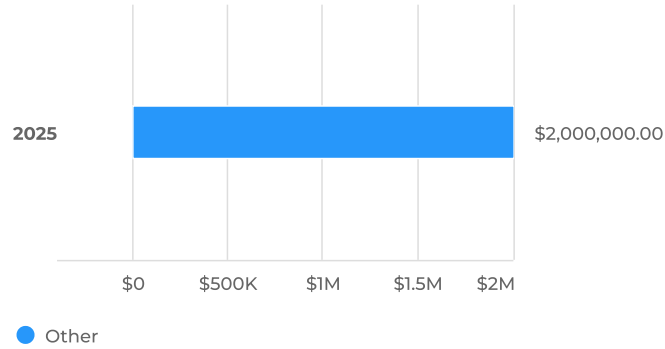
Total Budget (all years)

\$2M

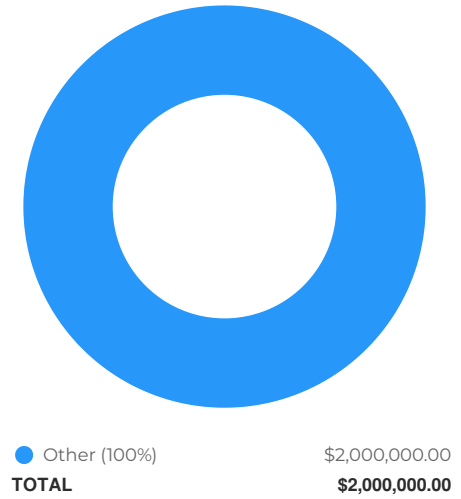
Project Total

\$2M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Other	\$2,000,000	\$2,000,000
Total	\$2,000,000	\$2,000,000

This requests information is generated from , Proposed Version.

Misc. Lift Station Upgrades

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Wastewater Division
Type	Capital Equipment

Description

During the year there are unexpected needed replacements and upgrades, such as Riser Pipes, and pump upgrades due to increased development in the area.

Images



Riser Pipe Pic

Details

New Purchase or Replacement	Replacement
-----------------------------	-------------

Supplemental Attachments

 [Example cost\(/resource/cleargov-prod/projects/documents/97917d011cb9fd3c022e.pdf\)](#)

Capital Cost

FY2025 Budget

\$100,000

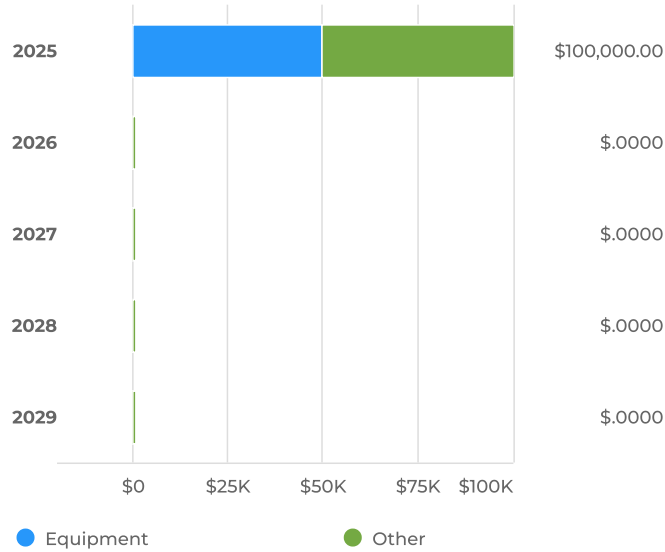
Total Budget (all years)

\$100K

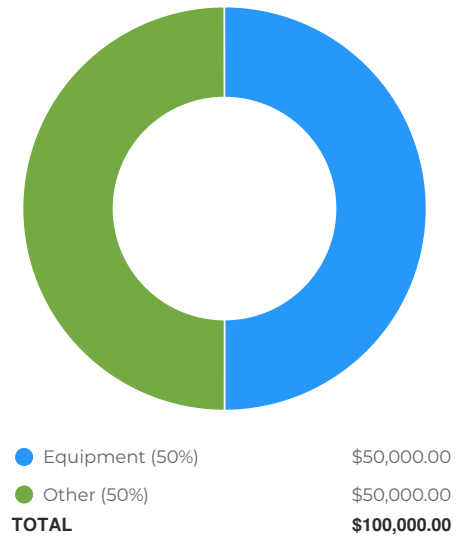
Project Total

\$100K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Equipment	\$50,000					\$50,000
Other	\$50,000					\$50,000
Total	\$100,000					\$100,000

Funding Sources

FY2025 Budget

\$100,000

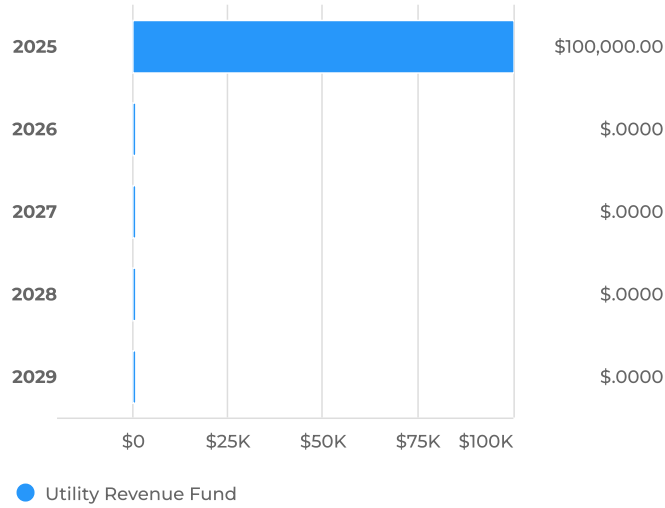
Total Budget (all years)

\$100K

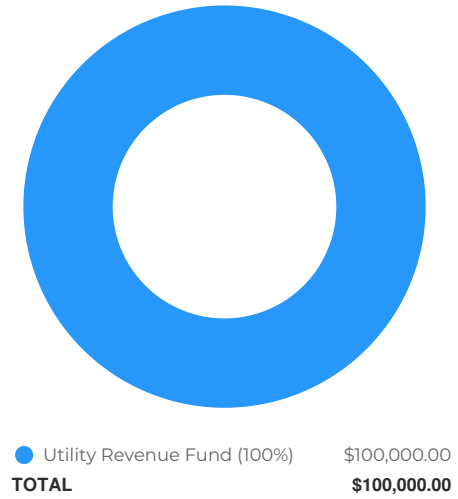
Project Total

\$100K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Utility Revenue Fund	\$100,000					\$100,000
Total	\$100,000					\$100,000

This requests information is generated from , Proposed Version.

Misc. sewer system renewal and replacements

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

Description

Misc. Repairs and replacements are needed to maintain service for customers. Throughout the year there are emergency failures and replacements needed to avoid loss of service.

Images

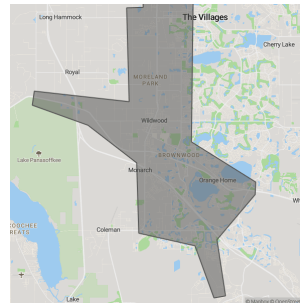


Pic of 16" Main Break

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



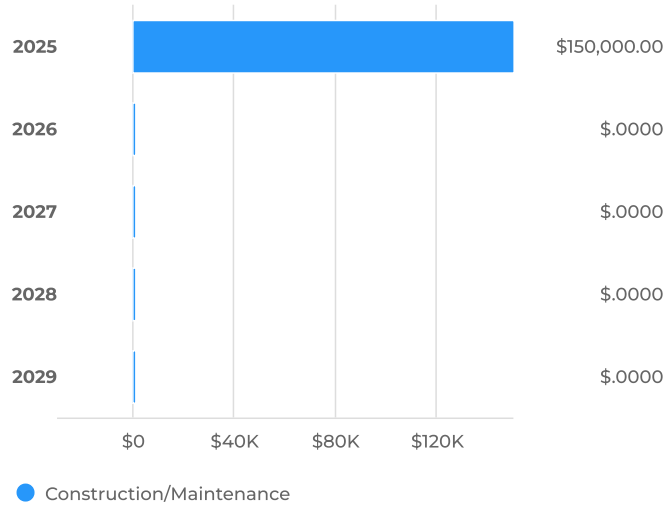
Capital Cost

FY2025 Budget
\$150,000

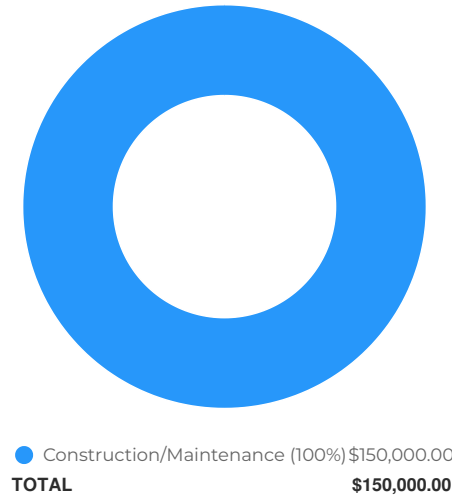
Total Budget (all years)
\$150K

Project Total
\$150K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Construction/Maintenance	\$150,000					\$150,000
Total	\$150,000					\$150,000

Funding Sources

FY2025 Budget

\$150,000

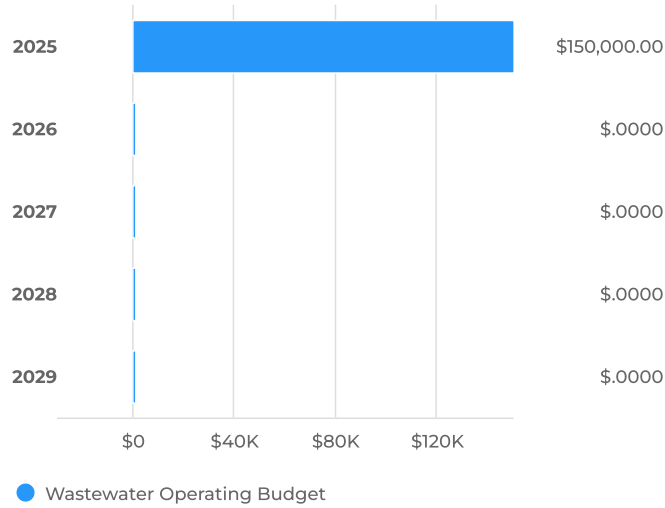
Total Budget (all years)

\$150K

Project Total

\$150K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Wastewater Operating Budget	\$150,000					\$150,000
Total	\$150,000					\$150,000

This requests information is generated from , Proposed Version.

R-12 Pump Station Upgrade

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

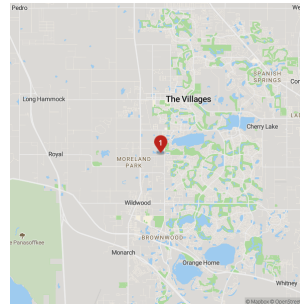
Description

This project is the construction of a Reclaim pump station at the RIB site. This will provide additional pumping capacity for our expanding reclaim system.

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Capital Cost

FY2025 Budget

\$2,439,150

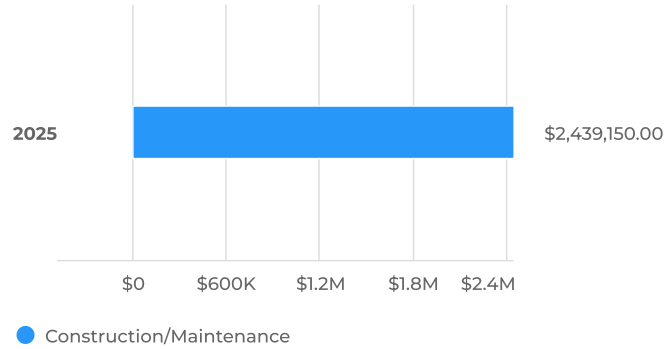
Total Budget (all years)

\$2.439M

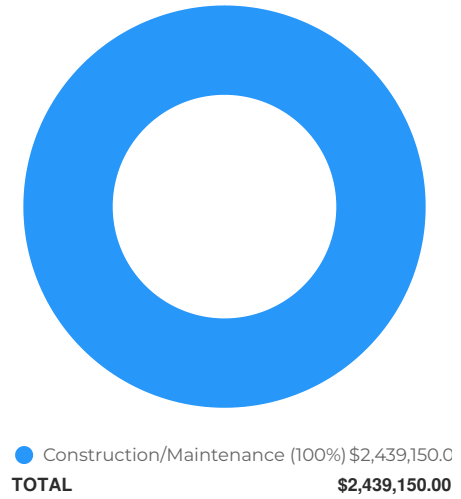
Project Total

\$2.439M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



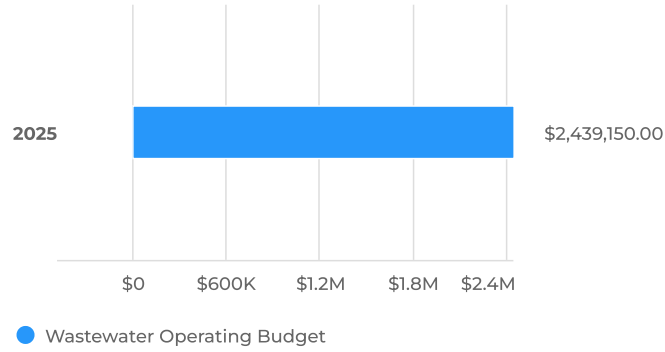
Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$2,439,150	\$2,439,150
Total	\$2,439,150	\$2,439,150

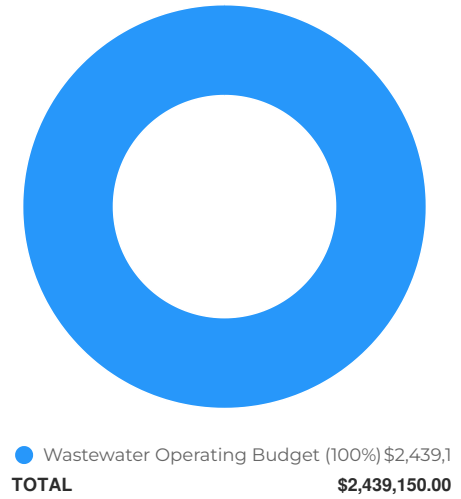
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$2,439,150	\$2.439M	\$2.439M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Wastewater Operating Budget	\$2,439,150	\$2,439,150
Total	\$2,439,150	\$2,439,150

This requests information is generated from , Proposed Version.

Rehab and coating of 4 lift station wet wells

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

Description

Due to age and H2S gasses and as part of our annual preventative maintenance program to reduce FDEP violations and sanitary sewer spills, four lift stations were identified to be coated. Lift Stations # 25, 28, 19, and 47.

Images

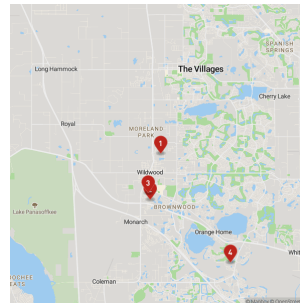


Wet well coating pic

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 [LS 25 quote\(/resource/cleargov-prod/projects/documents/207758b352c6d0a2253a.pdf\)](/resource/cleargov-prod/projects/documents/207758b352c6d0a2253a.pdf)

 [LS 28 Quote\(/resource/cleargov-prod/projects/documents/0a7bf0b7973e8ca217c0.pdf\)](/resource/cleargov-prod/projects/documents/0a7bf0b7973e8ca217c0.pdf)

 [LS 19 Quote\(/resource/cleargov-prod/projects/documents/fba3774f81ba63557217.pdf\)](/resource/cleargov-prod/projects/documents/fba3774f81ba63557217.pdf)

 [LS 47 Quote\(/resource/cleargov-prod/projects/documents/ffa43f4cdb96acf89380.pdf\)](/resource/cleargov-prod/projects/documents/ffa43f4cdb96acf89380.pdf)

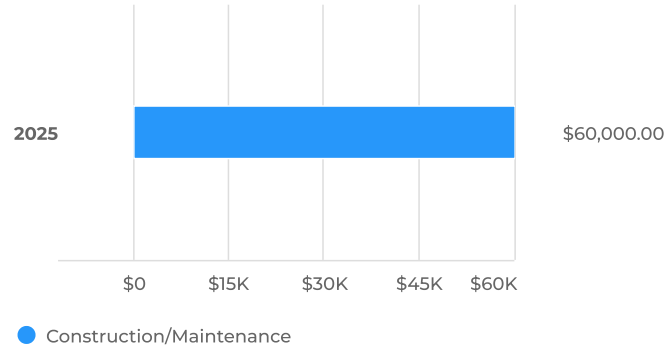
Capital Cost

FY2025 Budget
\$60,000

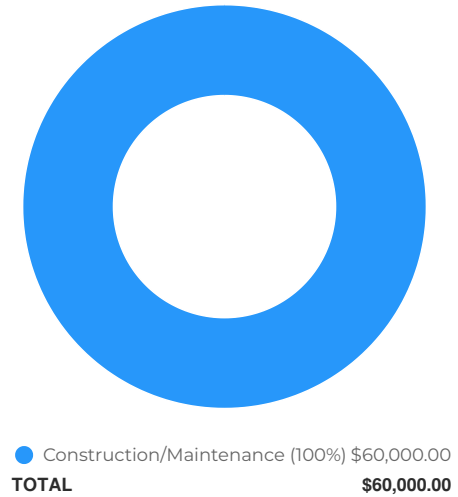
Total Budget (all years)
\$60K

Project Total
\$60K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$60,000	\$60,000
Total	\$60,000	\$60,000

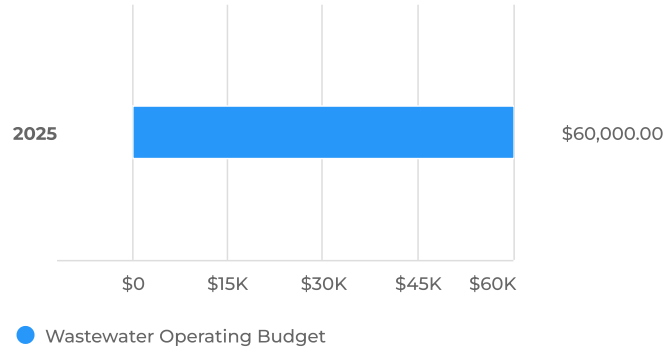
Funding Sources

FY2025 Budget
\$60,000

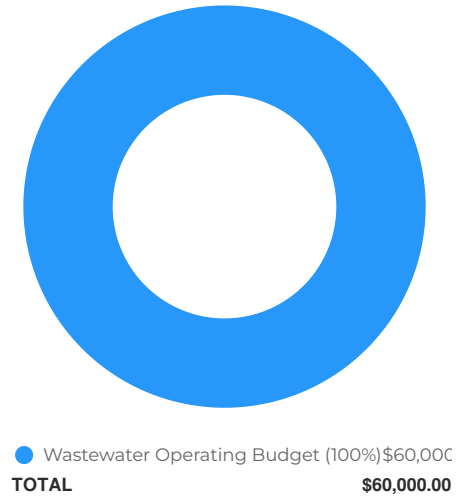
Total Budget (all years)
\$60K

Project Total
\$60K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Wastewater Operating Budget	\$60,000	\$60,000
Total	\$60,000	\$60,000

This requests information is generated from , Proposed Version.

Replacement and Upgrade of 14 Lift Station Programable Logic Controllers

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

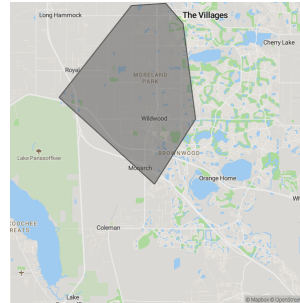
Description

14 of the City's lift stations currently have a sci-text 1062 controller that controls the station. We have learned that these controllers do not stand up to the heat during Florida summers. We have regular failures during the hot months of the year. This request is to replace the 14 controllers with our new specified Allen Bradley Micrologic controller. This will help prevent potential sanitary sewer spills due to malfunctioning controllers.

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Capital Cost

FY2025 Budget

\$200,000

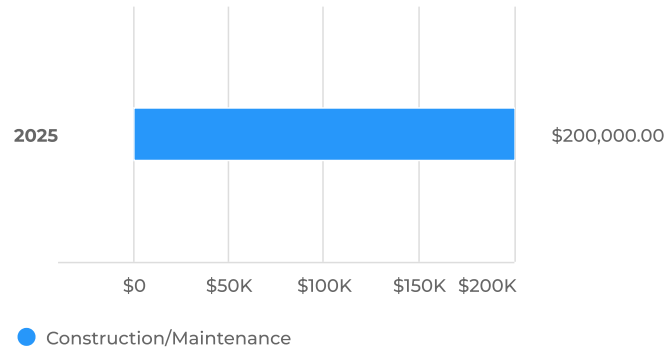
Total Budget (all years)

\$200K

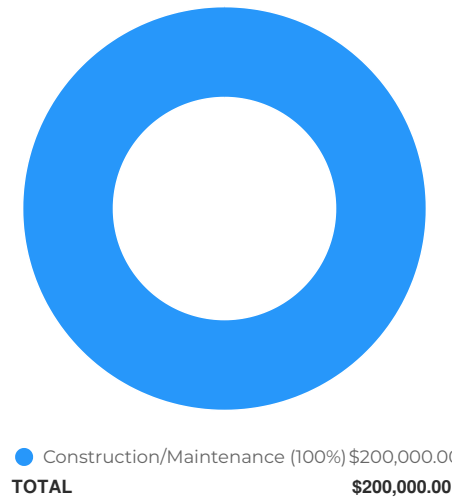
Project Total

\$200K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



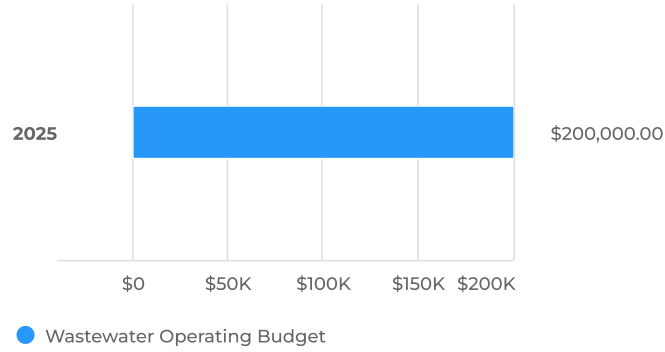
Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$200,000	\$200,000
Total	\$200,000	\$200,000

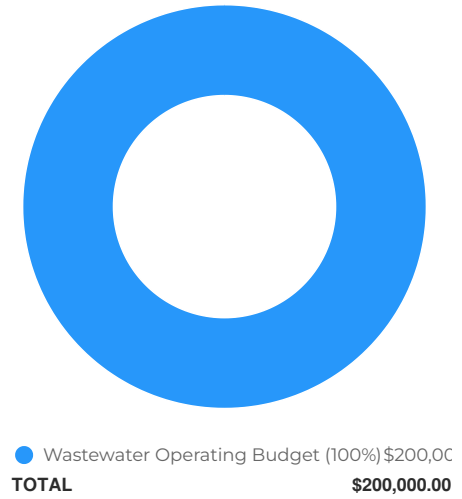
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$200,000	\$200K	\$200K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Wastewater Operating Budget	\$200,000	\$200,000
Total	\$200,000	\$200,000

This request information is generated from , Proposed Version.

Sludge Drying Bed Construction

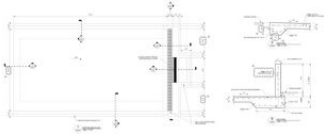
Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/01/2025
Department	Wastewater Division
Type	Capital Improvement

Description

This request is to have a drying bed constructed at the wastewater treatment facility. The drying bed is used to dump our waste into after it is collected from our gravity sewer system during our routine maintenance throughout the year. The drying bed helps separate the solids from liquid so the solids can be collected and disposed of while the liquid flows to the plant for treatment. The current drying bed is insufficient in size and has reached the end of its life cycle and is in need of replacement.

Images



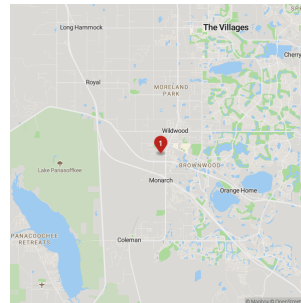
Jason Martin

Drying Bed Overview

Details

Type of Project	New Construction
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 [Jason Martin\(/resource/cleargov-prod/projects/documents/bce79580ae6eae0e4d0.pdf\)](/resource/cleargov-prod/projects/documents/bce79580ae6eae0e4d0.pdf)

Drying Bed Costs

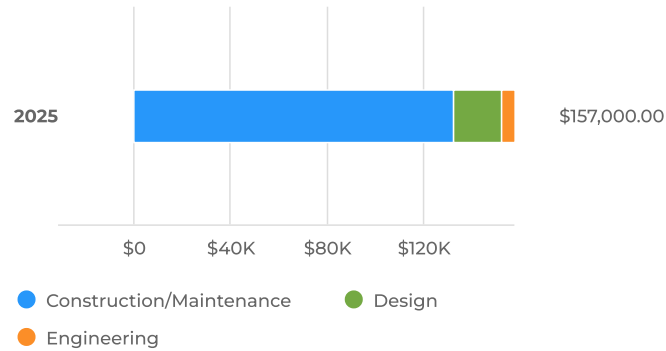
Capital Cost

FY2025 Budget
\$157,000

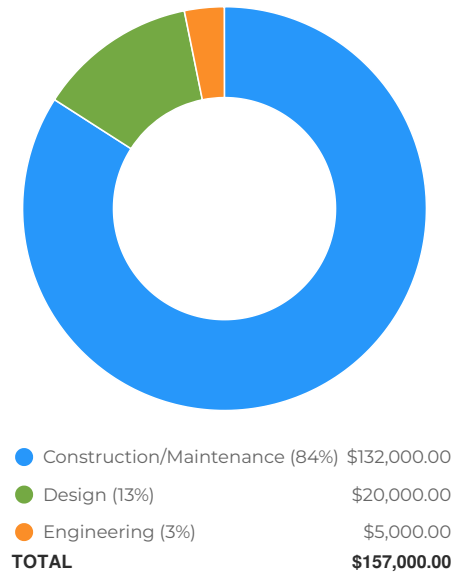
Total Budget (all years)
\$157K

Project Total
\$157K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Design	\$20,000	\$20,000
Engineering	\$5,000	\$5,000
Construction/Maintenance	\$132,000	\$132,000
Total	\$157,000	\$157,000

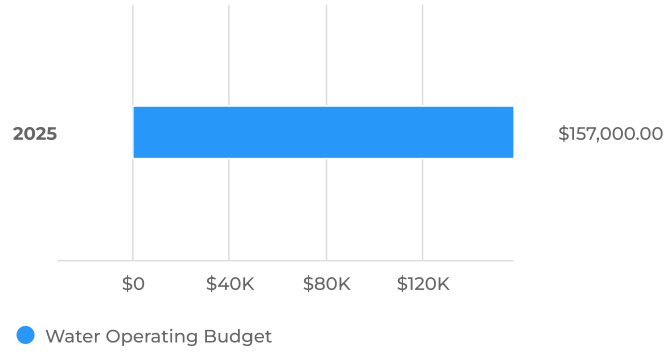
Funding Sources

FY2025 Budget
\$157,000

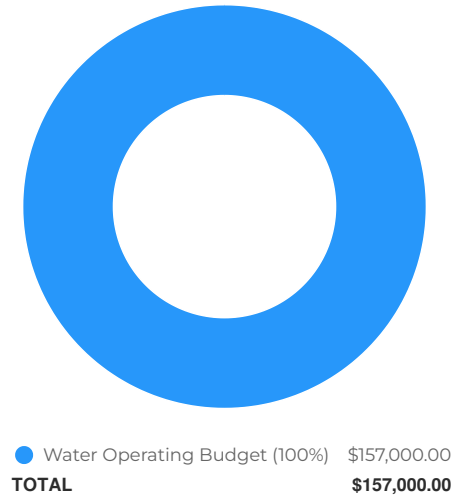
Total Budget (all years)
\$157K

Project Total
\$157K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Water Operating Budget	\$157,000	\$157,000
Total	\$157,000	\$157,000

This requests information is generated from , Proposed Version.

Spare Lift Station Pumps, two 35HP, two 3HP, and one 5HP

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Wastewater Division
Type	Capital Equipment

Description

The city has multiple stations with 3HP and 5HP pumps. We only have a limited amount of spares on the shelf. This request is for an additional 5HP and two additional 3HP pumps. The two 35HP pumps are for the Dublin lift station. This station has been upgraded in the 23/24 budget year. the last piece of work needed is the addition of the 35HP pumps

Images



LS Pump Pic

Details

New Purchase or Replacement	New
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Supplemental Attachments

 [LS Pump Qt1\(/resource/cleargov-prod/projects/documents/7e5375dc08f8bd3092b0.pdf\)](/resource/cleargov-prod/projects/documents/7e5375dc08f8bd3092b0.pdf)

 [LS Pump Qt2\(/resource/cleargov-prod/projects/documents/f06ae945ff2f9096f1cf.pdf\)](/resource/cleargov-prod/projects/documents/f06ae945ff2f9096f1cf.pdf)

 [LS Pump Qt3\(/resource/cleargov-prod/projects/documents/8a83361844ed50e520c6.pdf\)](/resource/cleargov-prod/projects/documents/8a83361844ed50e520c6.pdf)

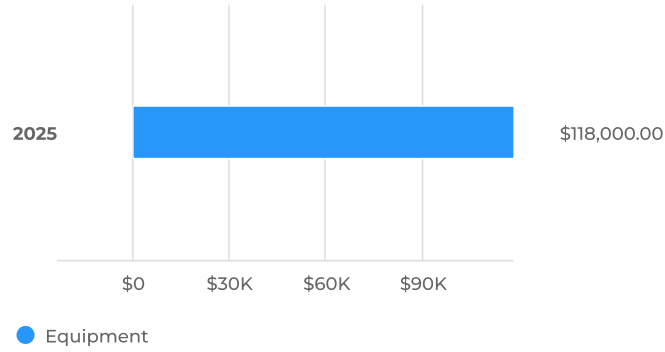
Capital Cost

FY2025 Budget
\$118,000

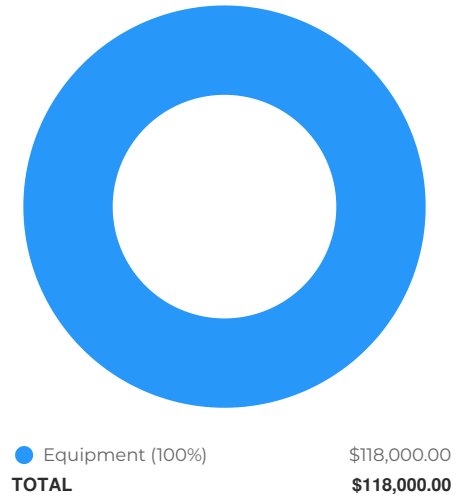
Total Budget (all years)
\$118K

Project Total
\$118K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Equipment	\$118,000	\$118,000
Total	\$118,000	\$118,000

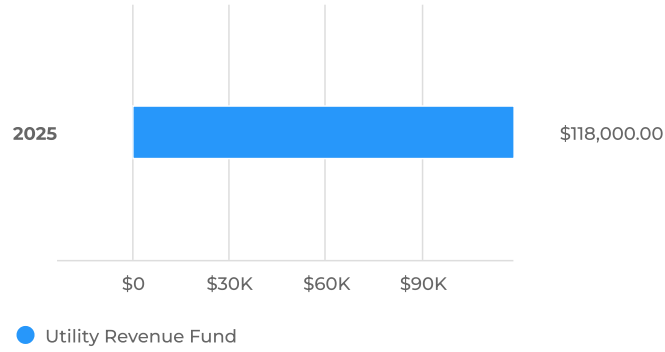
Funding Sources

FY2025 Budget
\$118,000

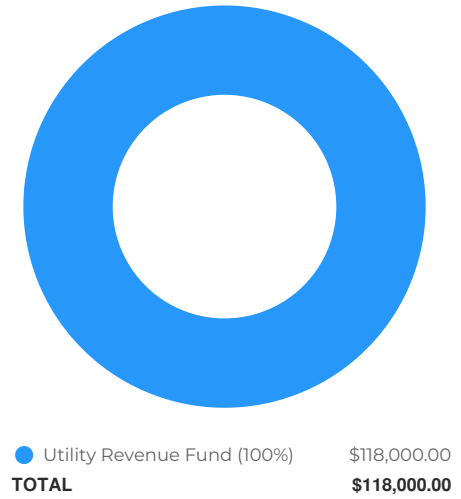
Total Budget (all years)
\$118K

Project Total
\$118K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Utility Revenue Fund	\$118,000	\$118,000
Total	\$118,000	\$118,000

This requests information is generated from , Proposed Version.

SR 44 FM / CCC Decommissioning

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Wastewater Division
Type	Capital Improvement

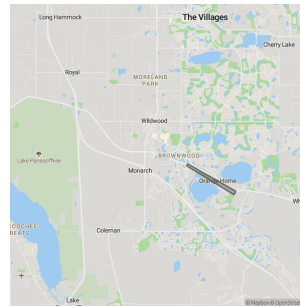
Description

This is a continued project from the 23/24 budget year

Details

Type of Project	New Construction
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 [Last Pay App for project\(/resource/cleargov-prod/projects/documents/907dc8987e52171d1a02.pdf\)](/resource/cleargov-prod/projects/documents/907dc8987e52171d1a02.pdf)

Capital Cost

FY2025 Budget

\$600,000

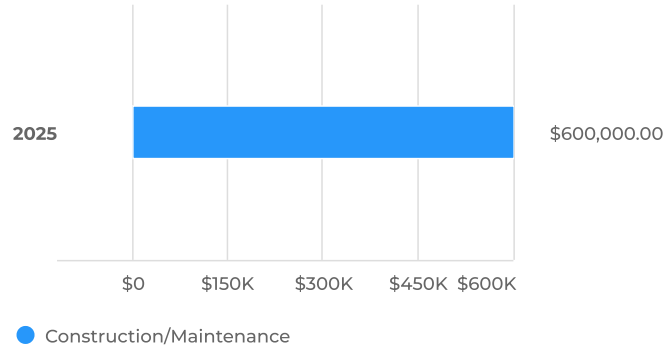
Total Budget (all years)

\$600K

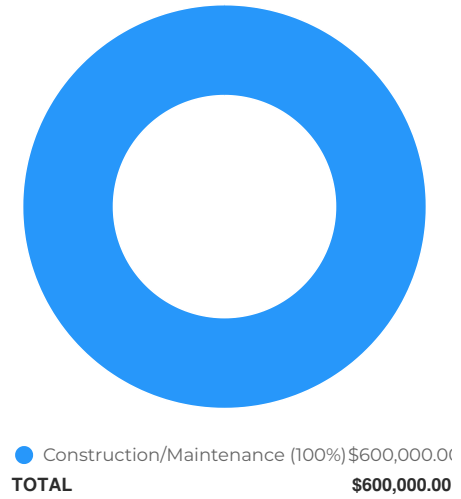
Project Total

\$600K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



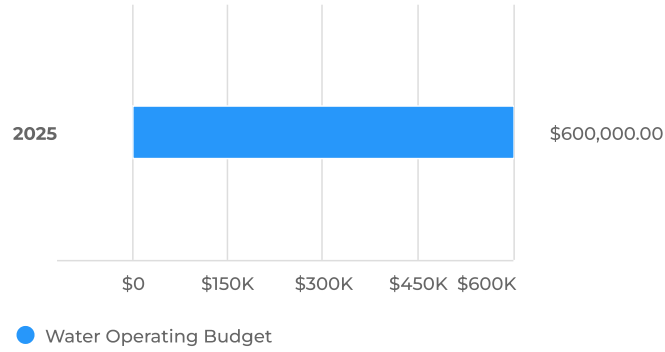
Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$600,000	\$600,000
Total	\$600,000	\$600,000

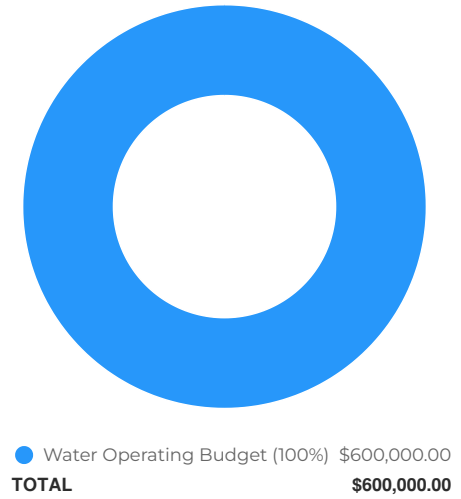
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$600,000	\$600K	\$600K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Water Operating Budget	\$600,000	\$600,000
Total	\$600,000	\$600,000

WATER DIVISION REQUESTS

This request information is generated from , Proposed Version.

501 Iron Filtration Plant Upgrade

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Water Division
Type	Capital Improvement

Description

Due to water quality concerns, this project is to install an iron filtration system at the 501 water treatment facility. This is a continued project from the 23/24 budget year.

Images

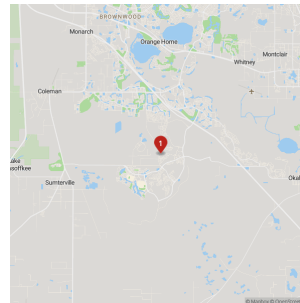


Iron filter Pic

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 [501 Iron OPC\(resource/cleargov-prod/projects/documents/886c728525351787f6ae.pdf\)](#)

Capital Cost

FY2025 Budget

\$2,800,000

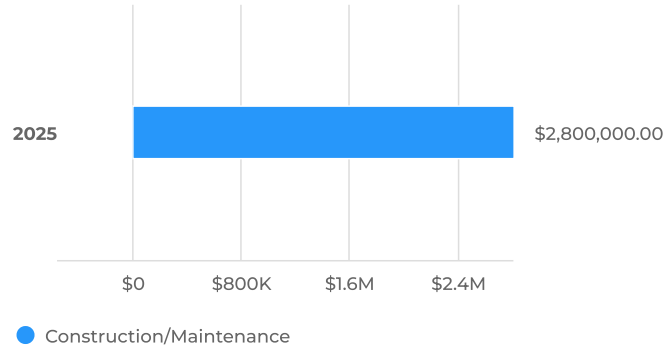
Total Budget (all years)

\$2.8M

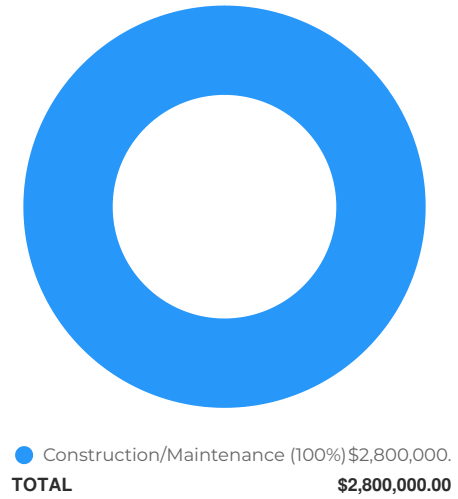
Project Total

\$2.8M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$2,800,000	\$2,800,000
Total	\$2,800,000	\$2,800,000

Funding Sources

FY2025 Budget

\$2,800,000

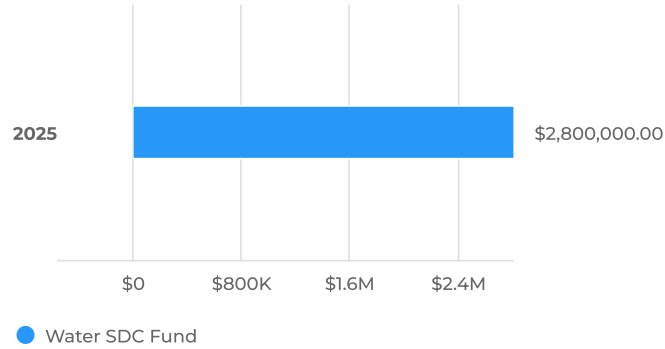
Total Budget (all years)

\$2.8M

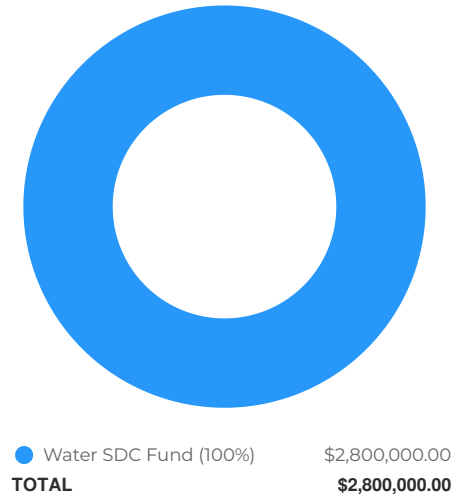
Project Total

\$2.8M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Water SDC Fund	\$2,800,000	\$2,800,000
Total	\$2,800,000	\$2,800,000

This request information is generated from , Proposed Version.

Chlorine Analyzer Replacement for Ashley, and Continental 2 Water Treatment Plants

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Water Division
Type	Capital Equipment

Description

The chlorine analyzers at the Ashley and Continental 2 water treatment plants are outdated and need to be replaced with the next version of the Depolox 3. The current analyzers are no longer supported by the manufacturer for spare parts.

Images



Analyzer Pic

Details

New Purchase or Replacement	Replacement
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Supplemental Attachments

 [Analyzer Quote\(/resource/cleargov-prod/projects/documents/1d8bbb483c00993cbdfd.pdf\)](/resource/cleargov-prod/projects/documents/1d8bbb483c00993cbdfd.pdf)

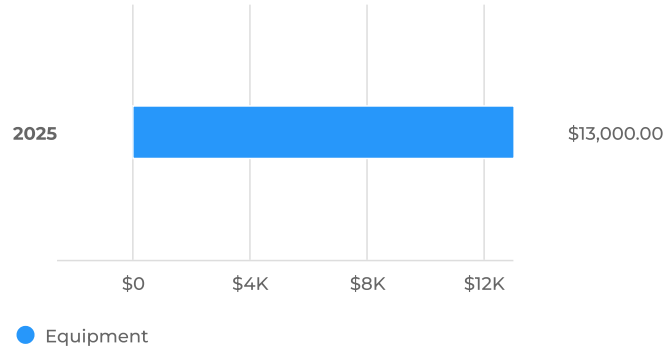
Capital Cost

FY2025 Budget
\$13,000

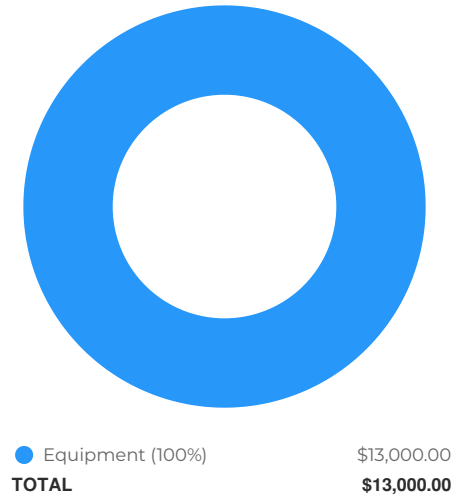
Total Budget (all years)
\$13K

Project Total
\$13K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Equipment	\$13,000	\$13,000
Total	\$13,000	\$13,000

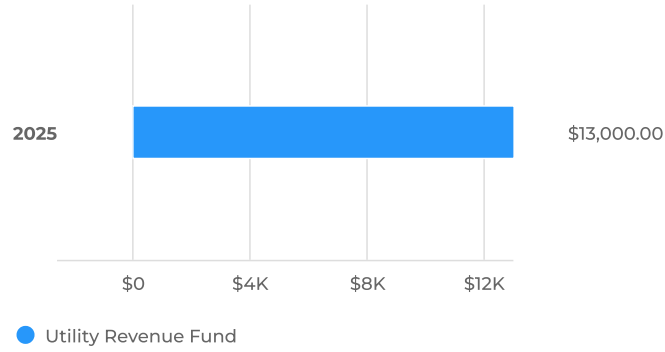
Funding Sources

FY2025 Budget
\$13,000

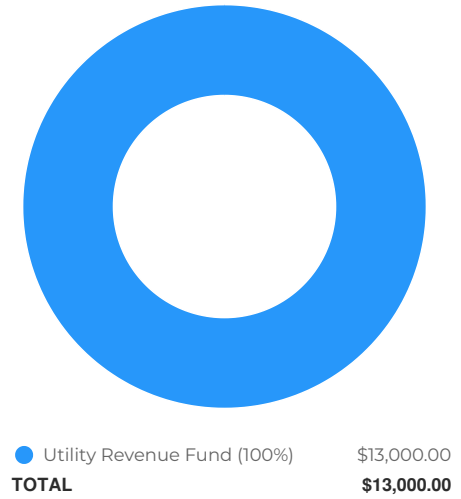
Total Budget (all years)
\$13K

Project Total
\$13K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Utility Revenue Fund	\$13,000	\$13,000
Total	\$13,000	\$13,000

This request information is generated from , Proposed Version.

Chlorine Analyzer Replacement for Huey St, Continental, and 501 Water Treatment Plants

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Water Division
Type	Capital Equipment

Description

We need to change the chlorine analyzers at these three plants due to the raw water iron levels causing false readings and fouling of the current analyzer membranes.

Images



Micro 2000 Pic

Details

New Purchase or Replacement	Replacement
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Supplemental Attachments

 [Micro 2000 Quote\(/resource/cleargov-prod/projects/documents/1a30e525564688ccb309.pdf\)](/resource/cleargov-prod/projects/documents/1a30e525564688ccb309.pdf)

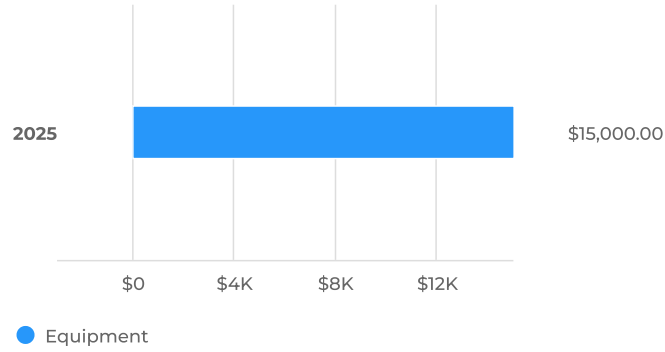
Capital Cost

FY2025 Budget
\$15,000

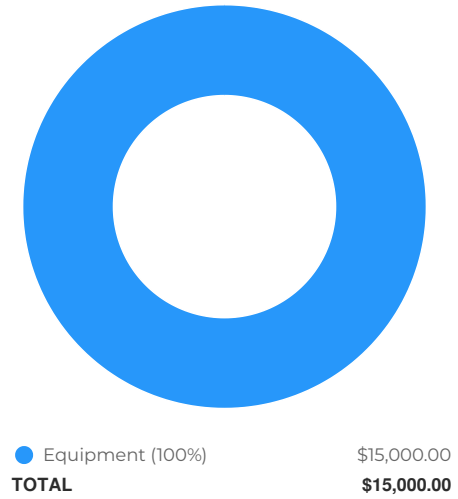
Total Budget (all years)
\$15K

Project Total
\$15K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Equipment	\$15,000	\$15,000
Total	\$15,000	\$15,000

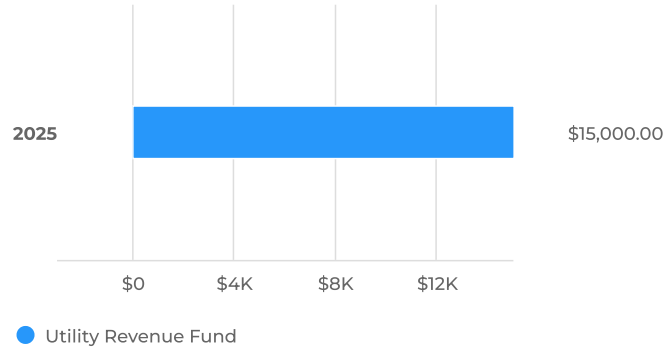
Funding Sources

FY2025 Budget
\$15,000

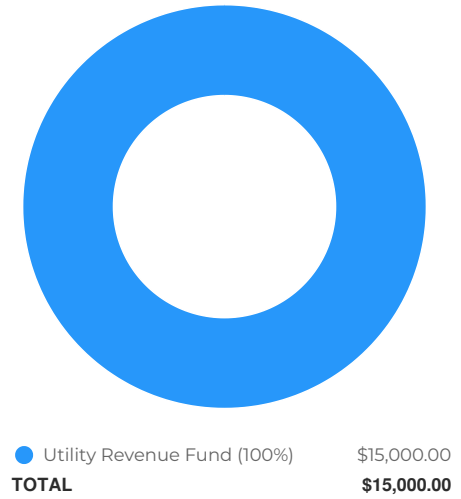
Total Budget (all years)
\$15K

Project Total
\$15K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Utility Revenue Fund	\$15,000	\$15,000
Total	\$15,000	\$15,000

This requests information is generated from , Proposed Version.

Chlorine Tank Replacement for the 501 and Fairways Water Treatment Plants.

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Water Division
Type	Capital Improvement

Description

Due to age, the chlorine tanks at the 501, Fairways WTP are in need of replacement. This request also includes the third and final replacement at the Oxford WTP. The current tanks are delaminating on the interior, causing issues with the chlorination system.

Images

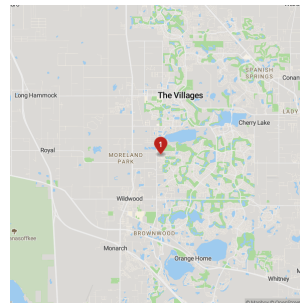


CL2 Tank Pic

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 CL2 Tank Fairways Quote(/resource/cleargov-prod/projects/documents/ce13f7530705673af707.pdf)

 CL Tank 501 Quote(/resource/cleargov-prod/projects/documents/7513783f04cc3454a1ba.pdf)

 Houston Tanks Life Expectancy Info(/resource/cleargov-prod/projects/documents/04331fe21d238e1144fe.pdf)

 Oxford Quote(/resource/cleargov-prod/projects/documents/7b758a8ceb418d28b1df.pdf)

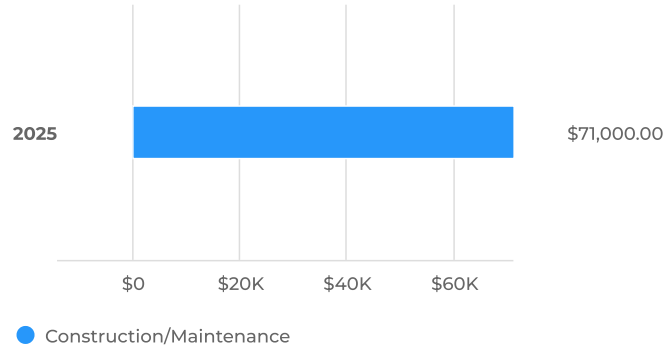
Capital Cost

FY2025 Budget
\$71,000

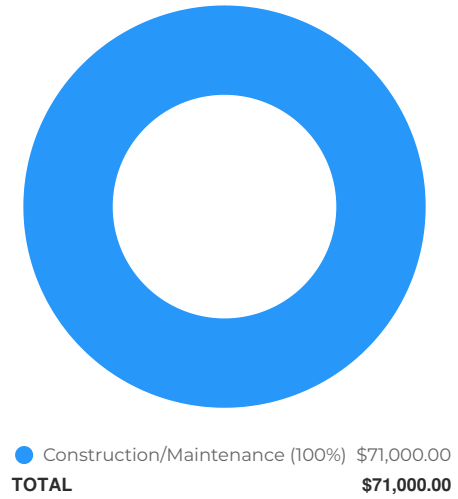
Total Budget (all years)
\$71K

Project Total
\$71K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$71,000	\$71,000
Total	\$71,000	\$71,000

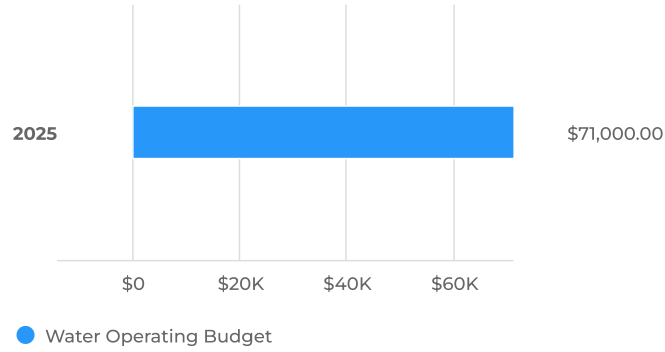
Funding Sources

FY2025 Budget
\$71,000

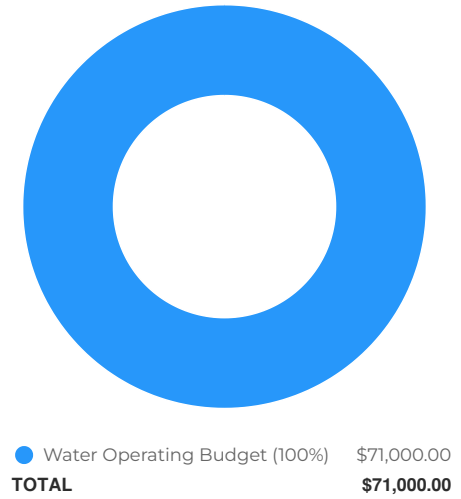
Total Budget (all years)
\$71K

Project Total
\$71K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Water Operating Budget	\$71,000	\$71,000
Total	\$71,000	\$71,000

This requests information is generated from , Proposed Version.

Citywide Replacement Meters

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Water Division
Type	Capital Equipment

Description

The current 10" meters serving the federal prison have reached the end of their life cycle. The prison is our largest consumer of potable water. We are upgrading the meters to ultra sonic flow thru meters.

Images



Meter Pic

Details

New Purchase or Replacement	Replacement
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Supplemental Attachments

 [Prison Meter Quote\(/resource/cleargov-prod/projects/documents/87fc11f9766a542c6229.pdf\)](/resource/cleargov-prod/projects/documents/87fc11f9766a542c6229.pdf)

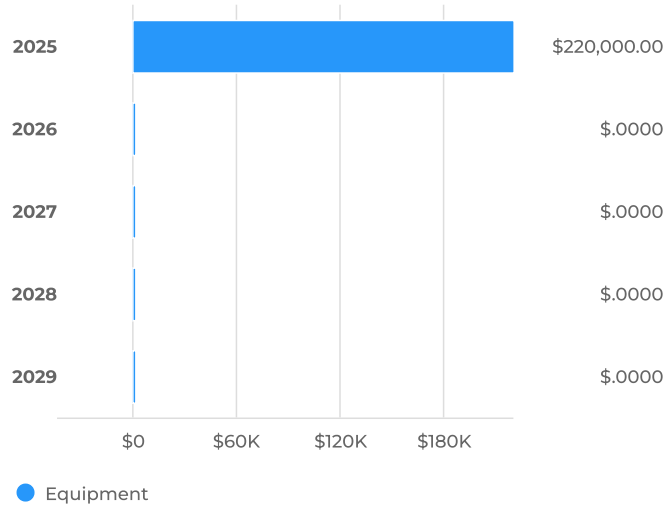
Capital Cost

FY2025 Budget
\$220,000

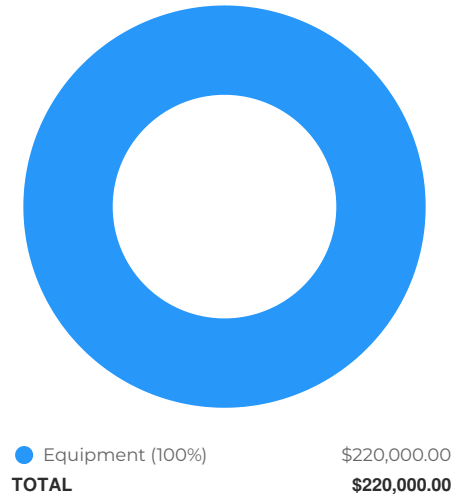
Total Budget (all years)
\$220K

Project Total
\$220K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Equipment	\$220,000					\$220,000
Total	\$220,000					\$220,000

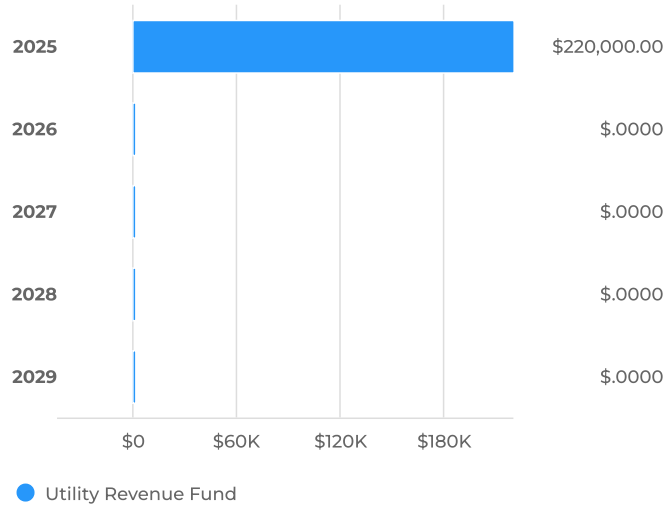
Funding Sources

FY2025 Budget
\$220,000

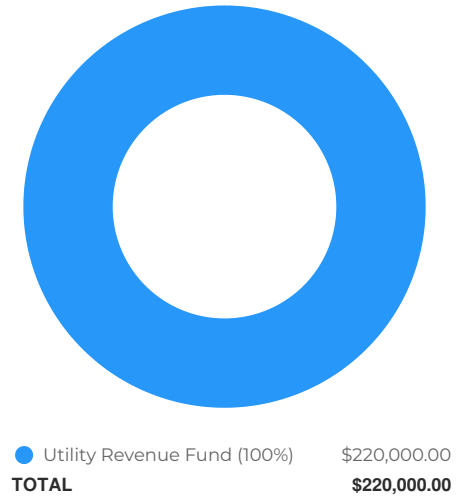
Total Budget (all years)
\$220K

Project Total
\$220K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Utility Revenue Fund	\$220,000					\$220,000
Total	\$220,000					\$220,000

This requests information is generated from , Proposed Version.

Continental Water Treatment Plant Well No. 1 Repair

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Water Division
Type	Capital Improvement

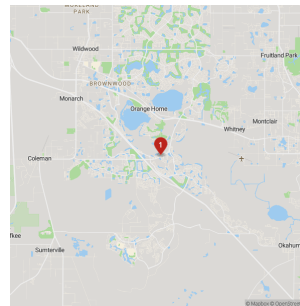
Description

The casing for Well number 1 at Continental Water Treatment plant has a crack and allows sand into the well. We are requesting to abandon the well and use the interconnect with the Wildwood system to feed that portion of the park. We also will have an option to replace the well once that price is provided.

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



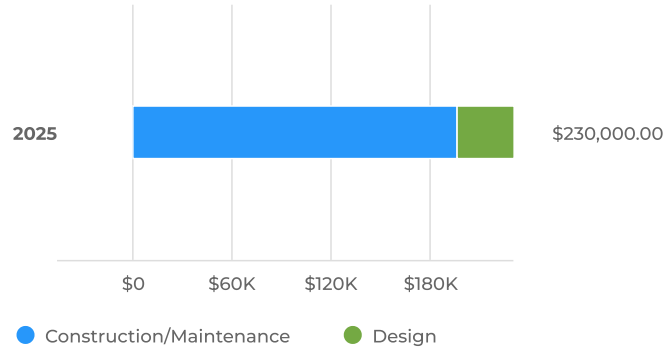
Supplemental Attachments

 CCC Well Quote(/resource/cleargov-prod/projects/documents/823a0904ba0de40648b0.pdf)

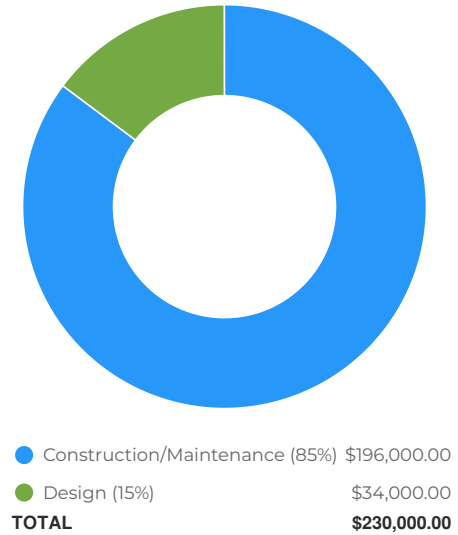
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$230,000	\$230K	\$230K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)

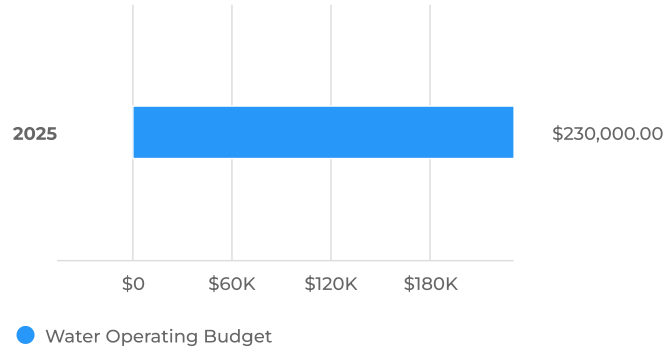


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Design	\$34,000	\$34,000
Construction/Maintenance	\$196,000	\$196,000
Total	\$230,000	\$230,000

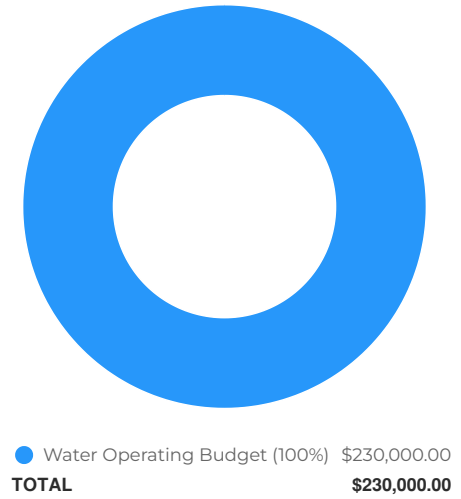
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$230,000	\$230K	\$230K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Water Operating Budget	\$230,000	\$230,000
Total	\$230,000	\$230,000

This requests information is generated from , Proposed Version.

Highway 301 Water Main Relocation

Overview

Request Owner	Cassandra Smith
Est. Start Date	11/01/2024
Est. Completion Date	05/01/2025
Department	Water Division
Type	Capital Improvement

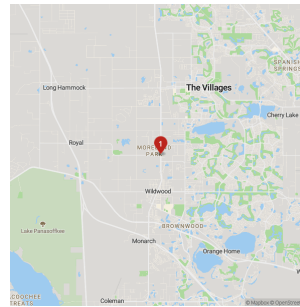
Description

Due to reconstruction activities on Highway 301, the City must relocate its water main outside of the future roadway path.

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Capital Cost

FY2025 Budget

\$4,500,000

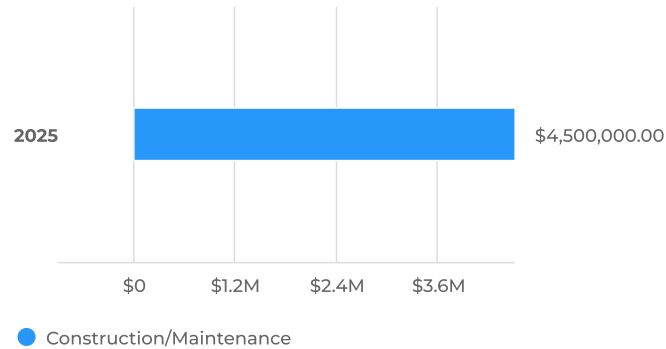
Total Budget (all years)

\$4.5M

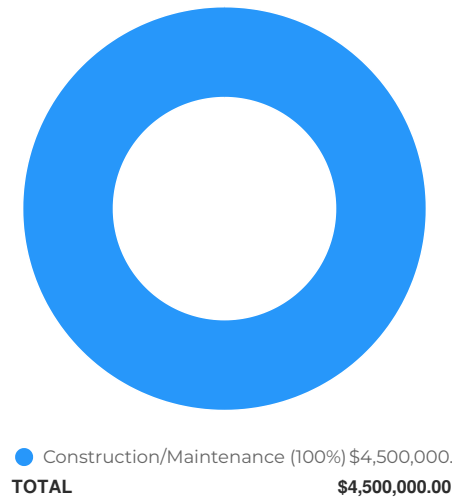
Project Total

\$4.5M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$4,500,000	\$4,500,000
Total	\$4,500,000	\$4,500,000

Funding Sources

FY2025 Budget

\$4,500,000

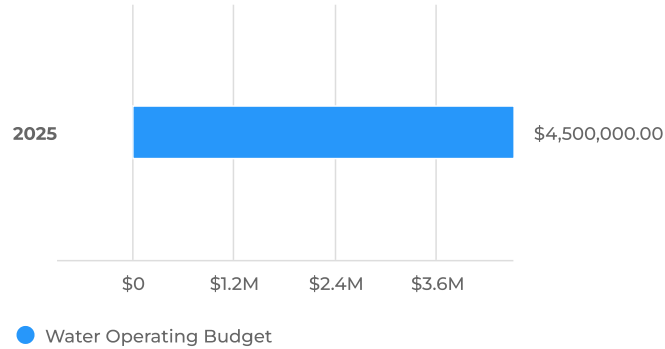
Total Budget (all years)

\$4.5M

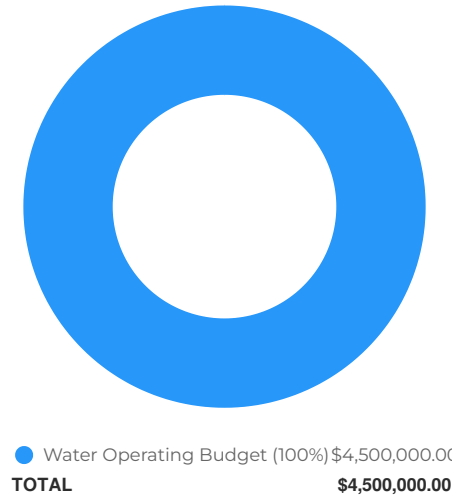
Project Total

\$4.5M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Water Operating Budget	\$4,500,000	\$4,500,000
Total	\$4,500,000	\$4,500,000

This requests information is generated from , Proposed Version.

Huey Street Water Treatment Plant PLC Upgrade

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Water Division
Type	Capital Improvement

Description

Huey ST WTP needs to have the Sic-Tech 1062 controller replaced with a new PLC touch screen controller. This will standardize all water plants to be the same equipment. This is the last treatment plant to be converted to the new PLC controller.

Images

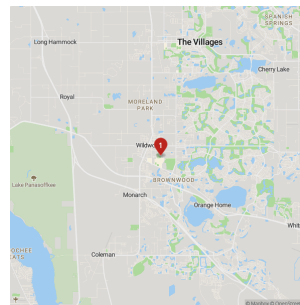


PLC Pic

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 Huey PLC Quote(/resource/cleargov-prod/projects/documents/7ffff952db723dd4f289.pdf)

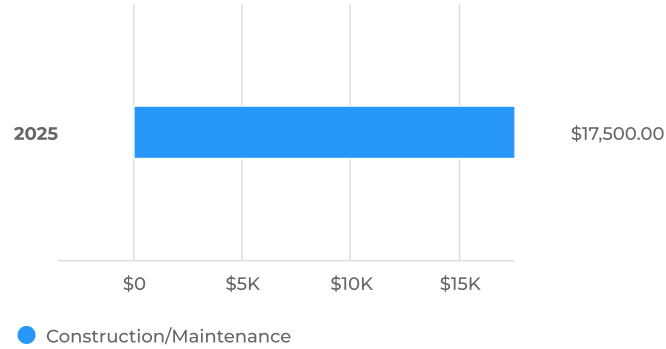
Capital Cost

FY2025 Budget
\$17,500

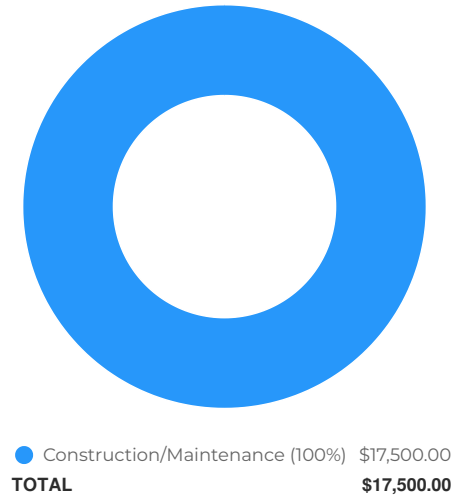
Total Budget (all years)
\$17.5K

Project Total
\$17.5K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$17,500	\$17,500
Total	\$17,500	\$17,500

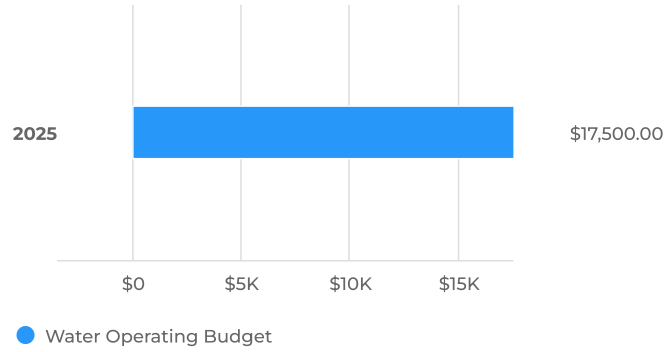
Funding Sources

FY2025 Budget
\$17,500

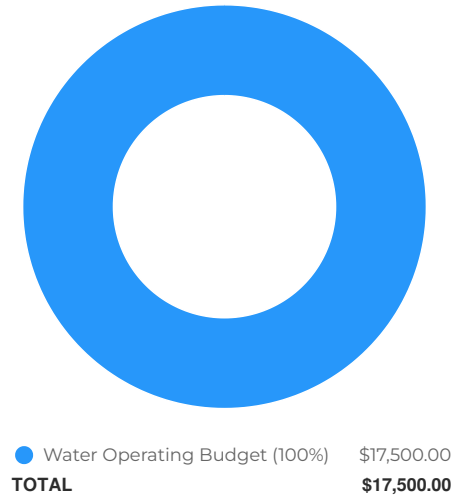
Total Budget (all years)
\$17.5K

Project Total
\$17.5K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Water Operating Budget	\$17,500	\$17,500
Total	\$17,500	\$17,500

This request information is generated from , Proposed Version.

Oxford Water Treatment Plant Phosphate Injection

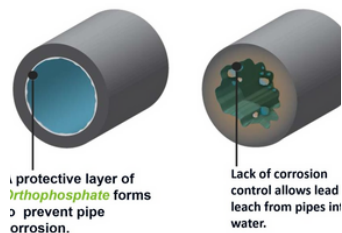
Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	10/01/2025
Department	Water Division
Type	Capital Improvement

Description

Design and construction of a phosphate injection system for the Oxford Water Treatment Plant. This will improve the water quality in town once the 209 water main project is complete.

Images

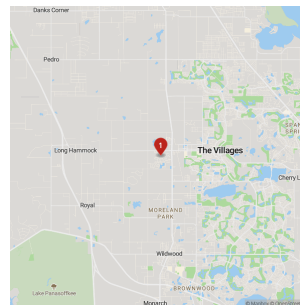


Picture

Details

Type of Project	New Construction
Strategic Focus Area	Infrastructure

Location



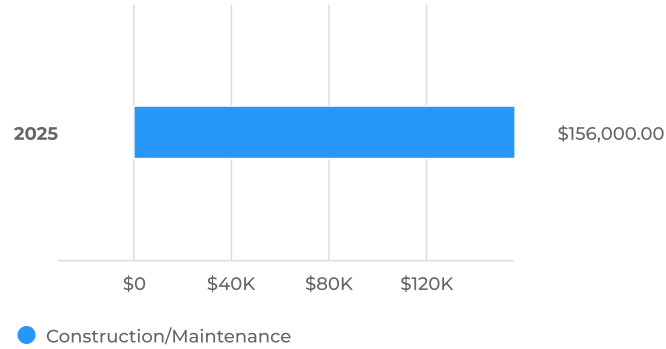
Capital Cost

FY2025 Budget
\$156,000

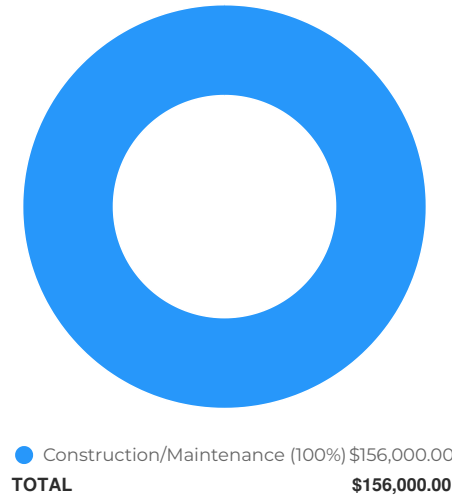
Total Budget (all years)
\$156K

Project Total
\$156K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$156,000	\$156,000
Total	\$156,000	\$156,000

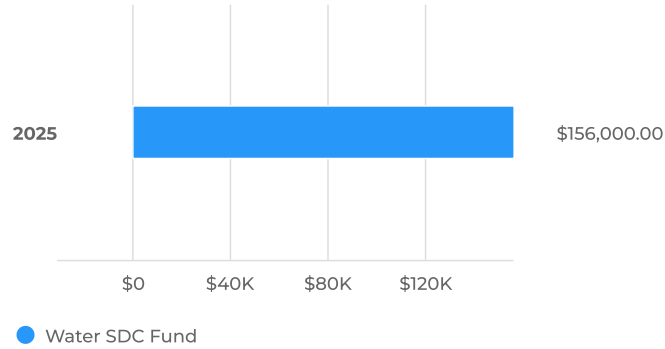
Funding Sources

FY2025 Budget
\$156,000

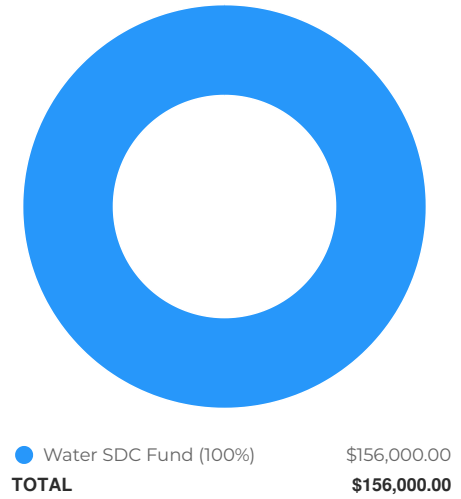
Total Budget (all years)
\$156K

Project Total
\$156K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Water SDC Fund	\$156,000	\$156,000
Total	\$156,000	\$156,000

This requests information is generated from , Proposed Version.

Replace and Upgrade Miscellaneous Water Mains

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Water Division
Type	Capital Improvement

Description

Due to increased water quality concerns, we will be replacing miscellaneous 4" and smaller metal water mains throughout older portions of the City.

Images

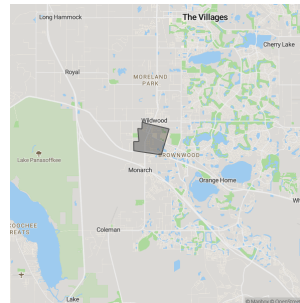


Picture

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Capital Cost

FY2025 Budget

\$250,000

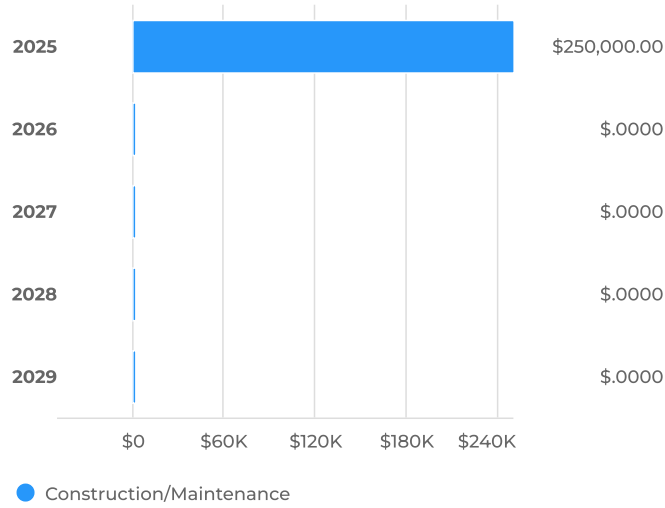
Total Budget (all years)

\$250K

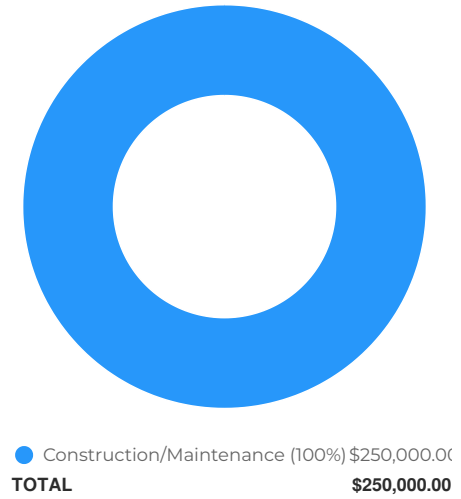
Project Total

\$250K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Construction/Maintenance	\$250,000					\$250,000
Total	\$250,000					\$250,000

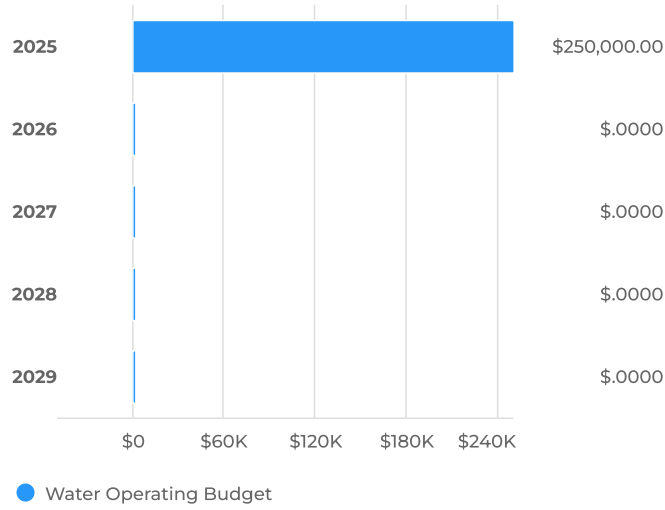
Funding Sources

FY2025 Budget
\$250,000

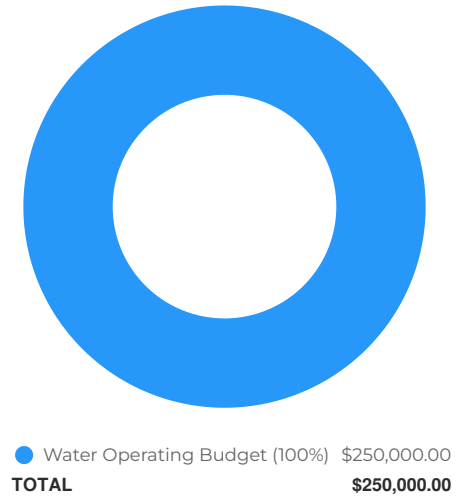
Total Budget (all years)
\$250K

Project Total
\$250K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Water Operating Budget	\$250,000					\$250,000
Total	\$250,000					\$250,000

This requests information is generated from , Proposed Version.

Replacement of CR 501 WTP Generator

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Water Division
Type	Capital Equipment

Description

The current generator at the 501 water treatment facility has reached the end of its life cycle and is undersized due to recent plant upgrades such as well # 3 addition. This request is to replace the generator at the recommendation of the City's fleet manager.

Images



Generator Pic

Details

New Purchase or Replacement	Replacement
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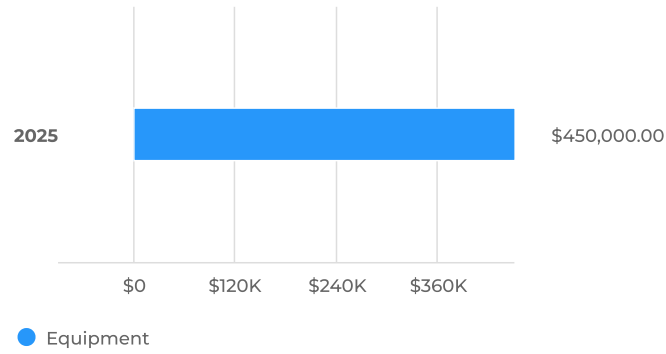
Supplemental Attachments

 [Recommendation Letter\(/resource/cleargov-prod/projects/documents/3c8e167f62519d3e11f6.pdf\)](/resource/cleargov-prod/projects/documents/3c8e167f62519d3e11f6.pdf)

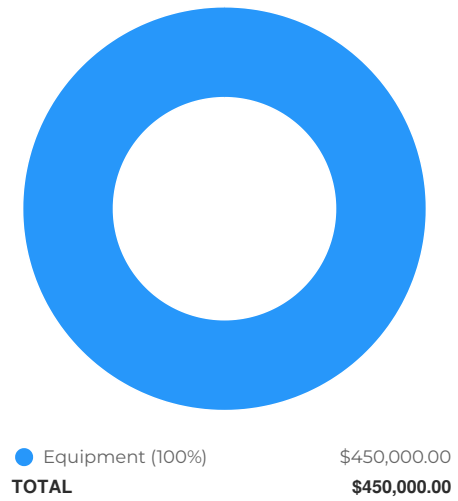
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$450,000	\$450K	\$450K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)

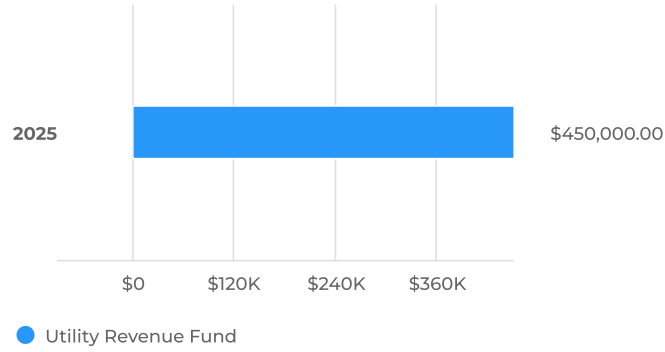


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Equipment	\$450,000	\$450,000
Total	\$450,000	\$450,000

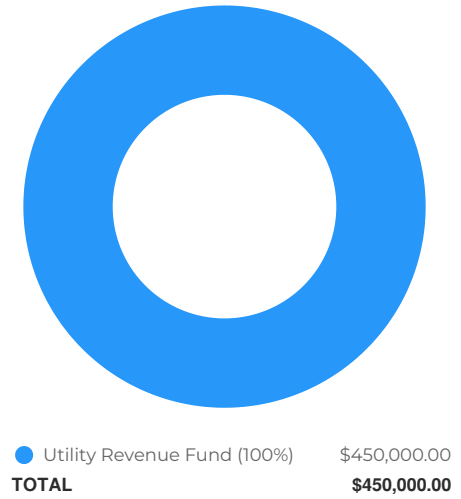
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$450,000	\$450K	\$450K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Utility Revenue Fund	\$450,000	\$450,000
Total	\$450,000	\$450,000

This requests information is generated from , Proposed Version.

South Old Wire Water Main Replacement

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Water Division
Type	Capital Improvement

Description

Due to age and the number of water quality complaints in the area, the 6" metal water main on South Old Wire Ave needs to be replaced. While doing this, we will be upgrading the line size to 8" to add fire protection to the area. Design for this project will be done in the 23/24 budget year.

Images

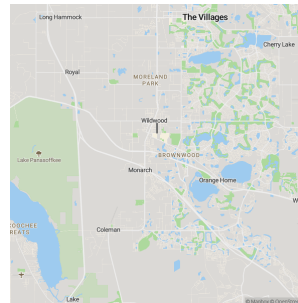


Picture

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



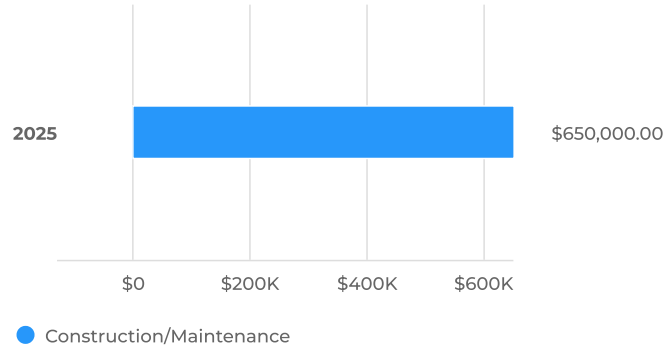
Supplemental Attachments

 S Old Wire OPC(/resource/cleargov-prod/projects/documents/68f08ef4094af2db9b17.pdf)

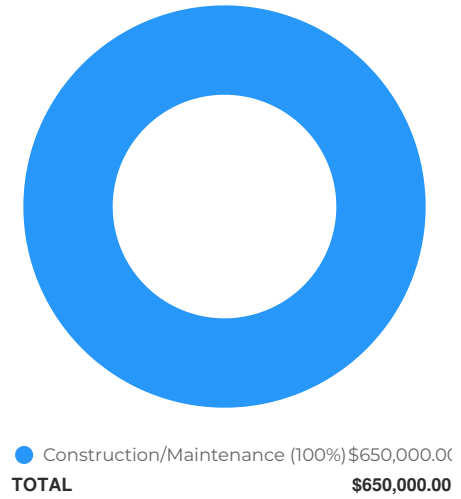
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$650,000	\$650K	\$650K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)

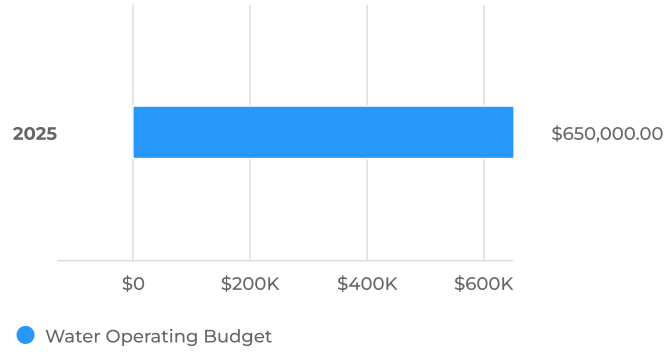


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$650,000	\$650,000
Total	\$650,000	\$650,000

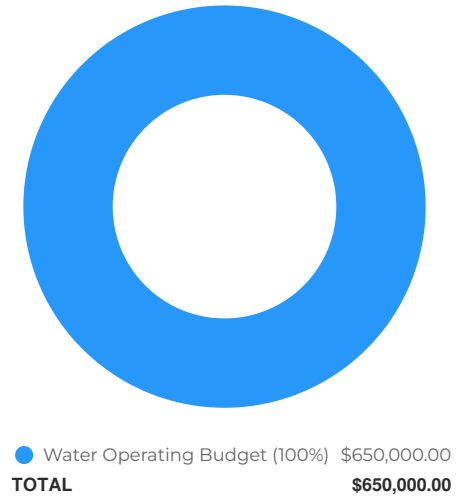
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$650,000	\$650K	\$650K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Water Operating Budget	\$650,000	\$650,000
Total	\$650,000	\$650,000

This request information is generated from , Proposed Version.

Spare VFD for Biorem Unit at Oxford WTP

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Water Division
Type	Capital Equipment

Description

The Bio Rems at the Oxford WTP are a very important part of the water treatment process and require we have spare parts on hand.

Images



VFD Pic

Details

New Purchase or Replacement	New
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Supplemental Attachments

 [VFD quote\(/resource/cleargov-prod/projects/documents/8e4e9c0d12519e6112c7.pdf\)](/resource/cleargov-prod/projects/documents/8e4e9c0d12519e6112c7.pdf)

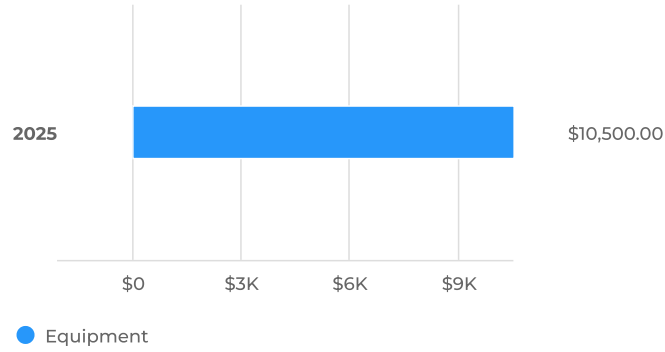
Capital Cost

FY2025 Budget
\$10,500

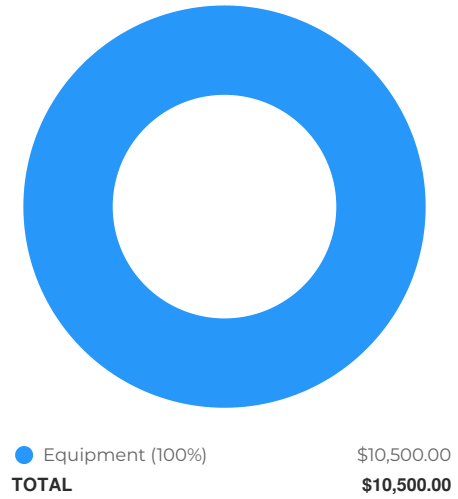
Total Budget (all years)
\$10.5K

Project Total
\$10.5K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Equipment	\$10,500	\$10,500
Total	\$10,500	\$10,500

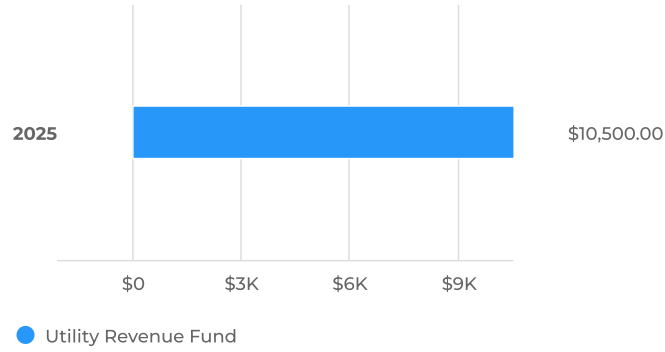
Funding Sources

FY2025 Budget
\$10,500

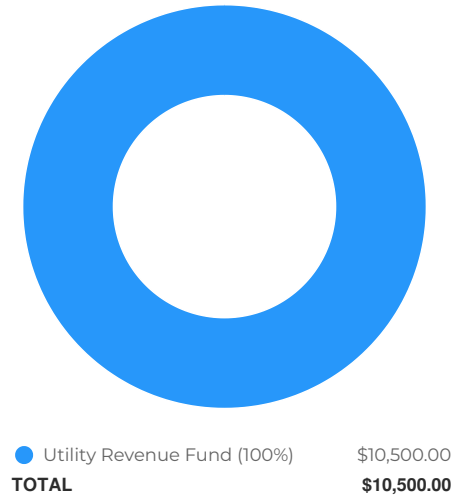
Total Budget (all years)
\$10.5K

Project Total
\$10.5K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Utility Revenue Fund	\$10,500	\$10,500
Total	\$10,500	\$10,500

This request information is generated from , Proposed Version.

Two Water Treatment Plant PLC Touch Screen Spares

Overview

Request Owner	Jason Martin, Assistant Utility Director
Department	Water Division
Type	Capital Equipment

Description

During the stormy season, the treatment facilities are known to be hit by lightning and power surges. Without a spare controller on the shelf, we will be forced to wait for a new one to be built and shipped before the plant can be run in auto again. In the 22/23 budget, we purchased two of six back-ups. This is to purchase back-ups for Ashley, and Fairways WTP's

Images



Touch Screen Pic

Details

New Purchase or Replacement	New
-----------------------------	-----

Supplemental Attachments

 [Touch Screen Quote\(/resource/cleargov-prod/projects/documents/f4176527ffb47591ed6b.pdf\)](/resource/cleargov-prod/projects/documents/f4176527ffb47591ed6b.pdf)

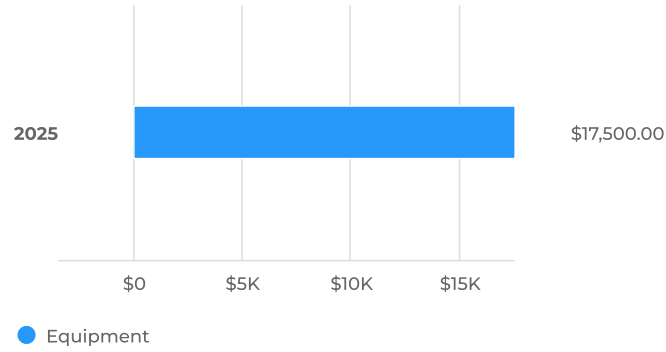
Capital Cost

FY2025 Budget
\$17,500

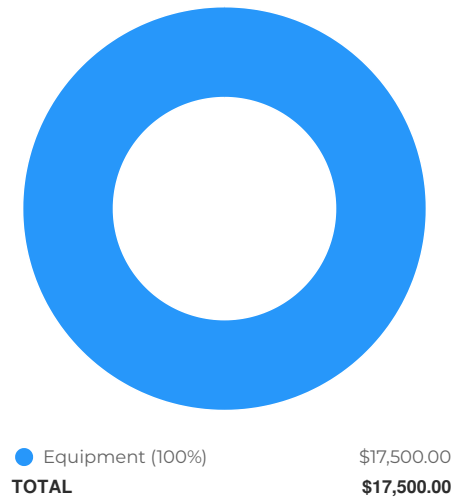
Total Budget (all years)
\$17.5K

Project Total
\$17.5K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Equipment	\$17,500	\$17,500
Total	\$17,500	\$17,500

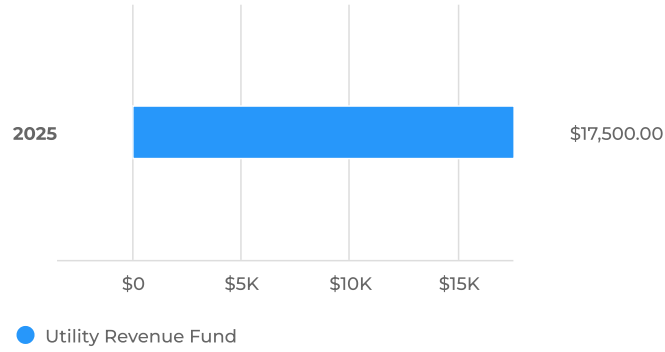
Funding Sources

FY2025 Budget
\$17,500

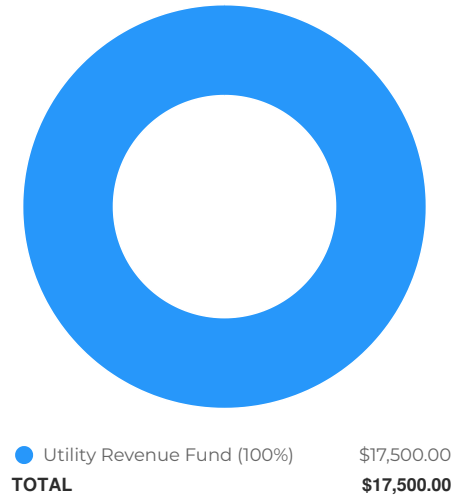
Total Budget (all years)
\$17.5K

Project Total
\$17.5K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Utility Revenue Fund	\$17,500	\$17,500
Total	\$17,500	\$17,500

This requests information is generated from , Proposed Version.

Water Treatment Plant Chemical Pump Replacements

Overview

Request Owner	Jason Martin, Assistant Utility Director
Est. Start Date	10/01/2024
Est. Completion Date	09/30/2025
Department	Water Division
Type	Capital Improvement

Description

Replace all outdated Prominent chemical pumps with the department's new standardized TKM pumps.

Images

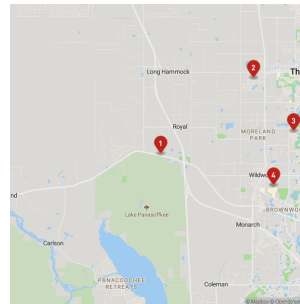


Chemical Pump Pic

Details

Type of Project	Improvement
Strategic Focus Area	Infrastructure

Location



Supplemental Attachments

 [Chemical Pump Quote\(/resource/cleargov-prod/projects/documents/3af74225c0510eeb0a44.pdf\)](/resource/cleargov-prod/projects/documents/3af74225c0510eeb0a44.pdf)

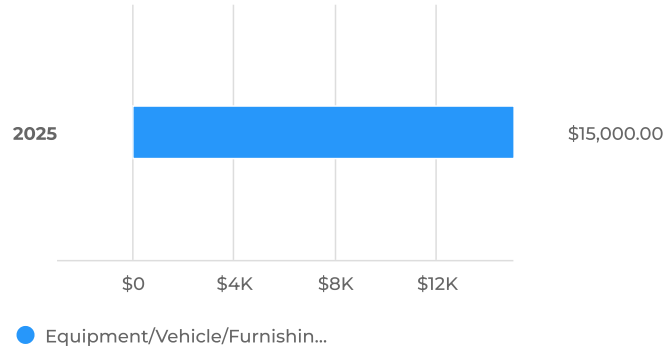
Capital Cost

FY2025 Budget
\$15,000

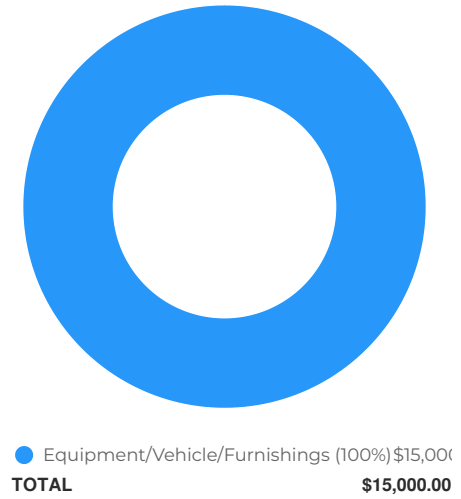
Total Budget (all years)
\$15K

Project Total
\$15K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Equipment/Vehicle/Furnishings	\$15,000	\$15,000
Total	\$15,000	\$15,000

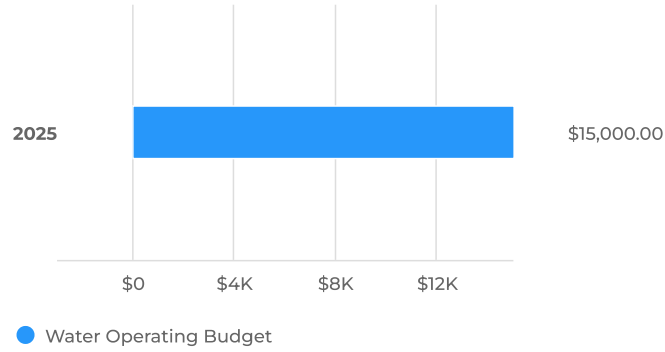
Funding Sources

FY2025 Budget
\$15,000

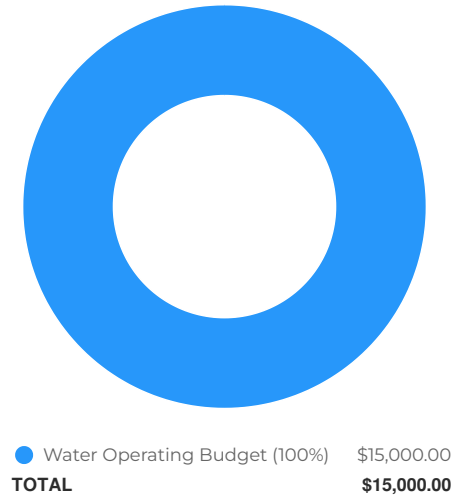
Total Budget (all years)
\$15K

Project Total
\$15K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
Water Operating Budget	\$15,000	\$15,000
Total	\$15,000	\$15,000

Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balanced Budget: Occurs when a government's total revenues (usually from taxes and other income) are equal to or greater than its total expenditures over a specific period, typically a fiscal year. In a balanced budget, the government neither runs a deficit (where spending exceeds income) nor a surplus (where income exceeds spending).

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the

"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of

the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Adjustment to the Water and Wastewater Rates of the City of Wildwood's Utility System

REQUESTED ACTION: Staff recommends approval.

CONTRACT: Vendor/Entity:
Effective Date: 10/01/24 Termination Date:
Managing Division/Department:

BUDGET IMPACT: Will increase utility rates (revenues) to level established in the FY25 budget.

HISTORY/FACTS/ISSUES:

As discussed in budget meetings, a revenue sufficiency analysis has been conducted by Stantec in conjunction with the planning of the Wastewater Treatment Facility upgrades. The study incorporated future SRF loans and a bond issuance totaling \$150M for the project. The analysis showed that in order to support debt payments and debt coverage covenants, wastewater rates will need to be increased by 20% for the next three years. The analysis also showed that water rates should continue to be increased by the CPI for the Water and Sewerage Maintenance Series, which for the coming fiscal year is 5.3%. The budget that has been adopted for FY25 was drafted with the incorporation of these increases. Staff continues to work on the design and planning of the Wastewater Treatment Facility upgrades and are striving to minimize costs with the hope of lower future increases in wastewater rates, but it is known that the increase proposed for FY25 is necessary to support the completion of the project.

ORDINANCE NO. O2024-56

AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA,
PROVIDING FOR INCREASES TO THE WATER,
WASTEWATER, AND IRRIGATION USER CHARGES AND
FACILITY AVAILABILITY BASE RATES; PROVIDING FOR
FINDINGS; PROVIDING FOR CONFLICT; PROVIDING FOR
SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE
DATE.

WHEREAS, the City of Wildwood has provided a procedure for user fees for water services, wastewater services, reclaimed water services, and irrigation services in Section 19-30, City of Wildwood Code; and,

WHEREAS, the code provides that the commission may set user fees by a schedule duly adopted by the city commission at any regular or special meeting of the commission after due notice thereof by the unusual agenda notice; and,

WHEREAS, a Revenue Sufficiency Analysis completed in September, 2024 indicated a necessity to increase water, wastewater, and irrigation user fees.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the City Commission of the City of Wildwood, Florida, as follows:

SECTION 1. Recitals Adopted. The above recitals are hereby confirmed and adopted herein.

SECTION 2. The Residential/Commercial base rate for water facility availability to each user shall be based on capacity allocation as determined by the meter size as follows:

Residential/Commercial Water Base Rate			
Meter Size	Equivalent Meter Factor	Inside City Monthly Minimum Charge	Outside City Monthly Minimum Charge
5/8"	1	11.67	14.57
1"	1.25	14.92	18.66
1 1/2"	2	24.83	31.03
2"	3.64	46.16	57.70
3"	7.33	94.44	118.06
4"	13.33	172.74	215.94
6"	25.67	333.76	417.19
8"	45	586.02	732.52
10"	76.33	994.91	1,243.64

SECTION 3. The Commercial user charge rate for water operation and maintenance including replacement shall be:

Commercial User Charge Rate for Water Operation and Maintenance			
		Inside City	Outside City
Per 1,000 Gallons		2.71	3.38

SECTION 4. The Residential user charge rate for water operation and maintenance including replacement shall be:

Residential User Charge Rate for Water Operation and Maintenance			
		Inside City	Outside City
0-6,000 Gallons		2.02	2.53
7,000 Gallon+		3.06	3.82

SECTION 5. The Residential/Commercial base rate for sewer facility availability to each user shall be based on capacity allocation as determined by meter size as follows:

Residential/Commercial Sewer Base Rate			
Meter Size	Equivalent Meter Factor	Inside City Monthly Minimum Charge	Outside City Monthly Minimum Charge
5/8"	1	26.99	33.74
1"	1.25	33.76	42.19
1 1/2"	2	53.95	67.43
2"	3.64	98.06	122.58
3"	7.33	197.81	247.25
4"	13.33	359.75	449.66
6"	25.67	692.46	865.58
8"	45	1,214.09	1,517.60
10"	76.33	2,059.40	2,574.26

SECTION 6. The Residential/Commercial user charge rate for sewer operation and maintenance including replacement shall be:

Residential/Commercial Rate for Sewer Operation and Maintenance			
		Inside City	Outside City
Per 1,000 Gallons*		7.20	9.00
* Rate shall be multiplied by 90% of water used, as it has been established that 90% of water consumption is treated as wastewater.			

SECTION 7. The Residential/Commercial user charge rate for irrigation services shall be:

Irrigation Rates			
		Inside City	Outside City
Per 1,000 Gallons		3.11	3.89
Plus Processing Fee		2.02	2.53

SECTION 8. Until an additional study indicates a need for a change in the level of rate increases, increases in water, wastewater, and irrigation user fees shall occur on an annual basis. Unless contrary action is taken by the Commission, the amount of increase for water, wastewater, and irrigation charges shall be equal to the following:

- a. Water and Irrigation Charges: Increase shall be equal to the 12-month percent change in the Consumer Price Index – Water and Sewerage Maintenance Series as published by the Bureau of Labor Statistics for April of each year.
- b. Wastewater Charges: Increase shall be equal to 20% of the current fee for Fiscal Years 2026 and 2027; for subsequent fiscal years it shall be equal to the 12-month percent change in the Consumer Price Index – Water and Sewerage Maintenance Series as published by the Bureau of Labor Statistics for April of each year.
- c. Increases will become effective with the first complete billing cycle read on or after October 1 of each year.

SECTION 9. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 10. That all prior Ordinances or Resolutions, or parts thereof, made in conflict with this Ordinance are hereby repealed.

SECTION 11. This Ordinance shall become effective immediately upon its adoption.

DONE AND ORDAINED this _____ day of _____, 20____, by the City Commission of the City of Wildwood, Florida.

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA**

Ed Wolf, Mayor

ATTEST: _____
Jessica Barnes, City Clerk

First Reading: _____

Second Reading: _____

Approved as to form:

City Attorney



Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Wildwood website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: O2024-56 Providing for increases to the water, wastewater, and irrigation user charges and facility availability base rates.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, a business impact estimate is not required by state law¹ for the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

¹ See Section 166.041(4)(c), Florida Statutes.



In accordance with the provisions of controlling law, the City of Wildwood hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The proposed ordinance adopts a new utility rate schedule for water, wastewater, and irrigation services provided by the City for fiscal year 2024-2025, and also provides for increases to the rates in future years. The rate and fee schedules were developed in accordance with a rate study prepared by Stantec Consulting Services Inc. (Stantec).

The monthly base and consumption charges for water, wastewater, and irrigation services provided by the City will be increased for all customers beginning with usage consumed on or after October 1, 2024, based on the services received by the customers and the new applicable rate schedule. The increased rates will provide additional revenue for operations and capital improvements. The City is engaging in a significant capital upgrade of its wastewater treatment facility which will require a focus on obtaining funding for the projects and setting the rates to support the capital improvement project and potential new debt service payments.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Wildwood, if any:

The proposed ordinance increases the monthly base and consumption charges billed by the City for water, wastewater, and irrigation services. Businesses are required to pay for these services on a monthly basis. The direct costs incurred by each business will vary depending on monthly usage and the cost will be calculated by applying the customer's applicable base charge and volume/usage rate for such services rendered.

Generally, for usage of services rendered on or after October 1, 2024, water rates will be increased 5.3% and an estimated cumulative total of 21.3% over the next five years; sewer rates will be increased 20.00% and a cumulative total of 52.3% over the next five years; and irrigation rates will be increased 5.3% and a cumulative total of 21.3% over the next five years.



Among the commercial and industrial users of the City's utility services, the most common bill amount (mode) is currently \$34.12; under the new rates for FY25, the new bill amount would be \$39.23, an increase of \$5.11 per month. The average monthly utility bill for all commercial and industrial customers is currently \$932.18; under the new rates for FY25, the new bill amount would be \$1,048.32, an increase of \$116.14 per month.

(a) An estimate of direct compliance costs that businesses may reasonably incur;

See above. Among the commercial and industrial users of the City's utility services, the most common bill amount (mode) is currently \$34.12; under the new rates for FY25, the new bill amount would be \$39.23, an increase of \$5.11 per month. The average monthly utility bill for all commercial and industrial customers is currently \$932.18; under the new rates for FY25, the new bill amount would be \$1,048.32, an increase of \$116.14 per month.

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and

There are no new charges to be imposed by this ordinance. The ordinance increases existing user fees. However, currently established user fees increase as specified above in 2(a).

(c) An estimate of the City of Wildwood's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No additional regulatory costs, staff administration only. Revenues will be used to offset operating expenses, repair and maintenance of utility infrastructure, as well as construction of new infrastructure within the utility system.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The Ordinance impacts all customers of the City's water, sewer and irrigation utilities system. There are currently 947 commercial accounts that will be impacted by the Ordinance, and type of services may vary by customer. However, additional vacant land exists within the City that may support additional businesses in the future when the land is developed.



4. Additional information the governing body deems useful (if any):

(You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate. For example: City of Wildwood staff solicited comments from businesses in the City of Wildwood as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City of Wildwood website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses).

The City retained Stantec to prepare a Utility Rate Study. The Rate Study was presented to the City Commission at a public meeting and is the basis under which the City Commission is considering the adoption of the Ordinance. A public hearing notice for the adoption of proposed utility rate increases was sent to utility customers within the utility billing process in accordance with Chapter 180, Florida Statutes. The Ordinance will be advertised in a newspaper of general circulation prior to adoption in accordance with Section 166.041, Fla. Stat.

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
COMMISSION MEETING SEPTEMBER 23 2024

09/18/2024
08:10 AM

Revenue Account Range: First to zzz-zzz-zzzz

Include Non-Anticipated: No

Year To Date As Of: 09/30/24

Expend Account Range: First to zzz-zzz-zz-zzzz

Include Non-Budget: No

Print Zero YTD Activity: No

Prior Year: Thru 09/30/23

Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
001-311-1000	AD VALOREM TAXES	12,981,779.45	16,400,130.00	16,456,629.17	56,499.17	100
001-312-4100	LOCAL OPTION GAS TAX	707,889.09	1,125,000.00	1,032,641.74	92,358.26-	92
001-312-6000	DISCRETIONARY/LOCAL GOVT. INFRA	3,810,789.17	4,415,000.00	4,093,179.38	321,820.62-	93
001-313-1000	FRANCHISE TAX-/PROGRESS ENERGY SVCS	1,046,042.62	1,050,000.00	907,463.91	142,536.09-	86
001-313-1010	FRANCHISE TAX- SECO	1,551,762.62	1,600,000.00	1,371,740.87	228,259.13-	86
001-313-4080	LEESBURG ELECTRIC FRANCHISE FEE	79,325.50	90,000.00	66,911.28	23,088.72-	74
001-313-4160	FRANCHISE TAX- TECO/PEOPLES GAS	313,002.40	360,000.00	310,392.95	49,607.05-	86
001-313-4170	FENNEY WATER CONS AUTHORITY-UTILITY T	38,038.20	60,000.00	0.00	60,000.00-	0
001-313-4175	GIBSON PLACE WATER CONSERV AUTH FRA	323.45	0.00	24,504.96	24,504.96	0
001-313-4180	LEESBURG GAS FRANCHISE FEE	61,554.15	75,000.00	76,378.35	1,378.35	102
001-313-4185	MIDDLETON WATER CONSERV AUTH FRAN F	1,860.73	0.00	21,512.09	21,512.09	0
001-313-4190	SOUTH SUMTER UTILITY COMPANY FRANCH	695,643.83	965,000.00	942,922.02	22,077.98-	98
001-313-4195	MIDDLETON UTILITY CO FRANCHISE FEES	1,851.44	0.00	23,416.54	23,416.54	0
001-313-4196	GIBSON PLACE UTILITY CO FRAN FEES	43.63	0.00	4,871.99	4,871.99	0
001-313-5000	FRANCHISE TAX- WASTE MGMNT-REFUSE S\	226,460.71	220,000.00	221,876.50	1,876.50	101
001-313-5001	TRI-COUNTY SANITATION FRANCHISE FEE	426,940.97	350,000.00	396,169.18	46,169.18	113
001-313-5003	FRANCHISE FEE - SEWWC	184,025.83	325,000.00	0.00	325,000.00-	0
001-314-1000	UTILITY TAX-PROGRESS ENERGY SVCS.	892,572.55	890,710.00	762,717.28	127,992.72-	86
001-314-1010	UTILITY TAX-SUMTER ELECTRIC	1,233,030.50	1,360,000.00	1,283,518.60	76,481.40-	94
001-314-3000	UTILITY TAX-WATER SALES	133,214.91	115,000.00	133,034.37	18,034.37	116
001-314-3002	THE VILLAGES-5% WATER UTILITY TAX	226,700.44	250,000.00	211,873.30	38,126.70-	85
001-314-3003	CENTRAL SUMTER UTILIITY CO. LLC	132,936.81	200,000.00	120,073.79	79,926.21-	60
001-314-4000	UTILITY TAX-SUBURBAN PROPANE	15,676.56	17,000.00	14,640.53	2,359.47-	86
001-314-4030	FERRELLGAS LP	1,698.35	1,500.00	1,660.91	160.91	111

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
COMMISSION MEETING SEPTEMBER 23 2024

09/18/2024
08:10 AM

Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
001-314-4040	CIRCLE K STORES	278.72	200.00	272.90	72.90	136
001-314-4080	LEESBURG ELECTRIC UTILITY TAX	54,268.08	55,000.00	57,398.27	2,398.27	104
001-314-4081	LEESBURG GAS UTILITY TAX	92,701.29	90,000.00	122,787.58	32,787.58	136
001-314-4090	THERMOTANE PROPOANE UTILITY TAX	0.00	0.00	47.29	47.29	0
001-314-4100	INTERCONN RESOURCES LLC	13,251.17	15,000.00	10,982.42	4,017.58-	73
001-314-4150	CVS	308.56	300.00	365.87	65.87	122
001-314-4151	AMERIGAS PROPANE	6,851.95	9,000.00	4,235.04	4,764.96-	47
001-314-4152	LOWE'S PROPANE TAX	2,059.38	2,500.00	1,823.64	676.36-	73
001-314-4153	BLOSSMAN COMPANIES PROPANE TAX	355.46	300.00	314.13	14.13	105
001-314-4160	TECO-PEOPLES GAS	318,155.92	360,000.00	370,149.40	10,149.40	103
001-314-4162	GAS SOUTH UTILITY TAX	670.25	400.00	708.38	308.38	177
001-314-4190	SOUTH SUMTER UTILITY CO UTILITY TAX	214,991.27	170,000.00	256,908.06	86,908.06	151
001-314-4191	PUBLIX UTILITY TAX	1,027.22	1,000.00	764.31	235.69-	76
001-314-4195	MIDDLETON UTILITY CO UTILITY TAX	756.48	0.00	9,561.15	9,561.15	0
001-314-4196	GIBSON PLACE UTILITY CO UTIL TAX	0.00	0.00	1,576.46	1,576.46	0
001-314-9010	STATE COMMUNICATIONS TAX	673,980.16	680,000.00	766,616.18	86,616.18	113
001-331-5000	FEMA GRANT	65,810.15	0.00	33,192.46	33,192.46	0
001-335-1200	STATE REVENUE SHARING	832,340.97	881,300.00	867,850.20	13,449.80-	98
001-335-1400	MOBILE HOME LICENSES	16,522.99	15,000.00	15,647.44	647.44	104
001-335-1600	STATE BEVERAGE LICENSES	7,609.04	7,500.00	9,661.20	2,161.20	129
001-335-1800	1/2 CENT SALES TAX	2,021,608.08	1,919,500.00	2,030,311.79	110,811.79	106
001-339-1010	MIDDLETON UTILITY CO PILOT FEES	261.80	0.00	2,983.84	2,983.84	0
001-341-2006	COMMUNITY DEVELOPMENT SERVICES	647,525.92	759,000.00	668,554.09	90,445.91-	88
001-341-2010	TREE MITIGATION PERMITS	93,452.00	500.00	76,470.00	75,970.00	***
001-347-5300	BUILDING RENTAL-WILDWOOD COMMUNITY	101,080.62	70,000.00	138,608.42	68,608.42	198
001-347-5302	COMMUNITY CENTER-RESERVATION FEES	530.00	0.00	1,283.90	1,283.90	0
001-347-5304	COMMUNITY CENTER STAFF FEES	300.00	0.00	0.00	0.00	0

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001-347-5305	BUILDING RENTAL-OXFORD COMMUNITY CEI	11,804.65	10,000.00	12,351.24	2,351.24	124
001-347-5306	BUILDING RENTAL-MLK JR COMMUNITY CEN	1,863.62	1,500.00	2,404.23	904.23	160
001-347-5307	OUTDOOR BUILDING RENTALS	199.08	100.00	280.31	180.31	280
001-347-5308	OPEN SPACE RENTALS	1,190.30	800.00	765.14	34.86-	96
001-350-1000	FINES	45,332.73	30,000.00	83,682.63	53,682.63	279
001-351-1002	CODE ENFORCEMENT	2,212.86	1,500.00	33,515.90	32,015.90	***
001-351-3000	POLICE-2ND DOLLAR FUND	3,636.85	2,500.00	7,751.15	5,251.15	310
001-361-0000	INTEREST EARNINGS	197,068.73	100,000.00	222,934.18	122,934.18	223
001-369-0000	OTHER MISCELLANEOUS REVENUE	12,884.48	10,000.00	4,030.71	5,969.29-	40
001-369-0010	STATE HIGHWAY LIGHTING AGREEMENT	17,765.05	18,300.00	18,297.94	2.06-	100
001-369-0012	FDOT HIGHWAY MAINTENANCE AGREEMENT	17,899.50	15,000.00	19,032.44	4,032.44	127
001-369-0042	JACKSON ST. DAYCARE BDLG LEASE	0.00	10,000.00	0.00	10,000.00-	0
001-369-0050	AUCTION PROCEEDS	28,512.67	0.00	3,620.00	3,620.00	0
001-369-0052	SPONSORSHIPS	0.00	0.00	6,000.00	6,000.00	0
001-369-0058	DONATIONS	16,716.00	0.00	11,664.25	11,664.25	0
001-369-0076	BASEBALL FIELD RENTAL	5,035.07	3,000.00	4,748.51	1,748.51	158
001-369-0078	FIELD PREPARATION FEES	954.24	500.00	1,020.00	520.00	204
001-369-0792	PROGRAM REGISTRATION FEES	40,566.41	30,000.00	35,567.28	5,567.28	119
001-369-0794	CONCESSION / VENDOR FEES	55.00	0.00	620.00	620.00	0
001-369-0796	SPECIAL EVENT REGISTRATION FEES	5,065.45	5,000.00	29,276.37	24,276.37	586
001-369-2100	POLICE DEPT MISCELLANEOUS REVENUE	5,525.39	3,500.00	7,735.95	4,235.95	221
001-369-3700	MISCELLANEOUS POLICE DONATIONS	0.00	0.00	5,200.00	5,200.00	0
001-369-3748	MISC. GRANTS/VESTS	2,800.00	2,500.00	7,600.00	5,100.00	304
001-369-4000	FUEL TAX REFUND	9,999.57	12,000.00	12,909.89	909.89	108
001-380-1000	OTHR FINANCING SOURCE-INSURANCE PRO	0.00	0.00	21,489.96	21,489.96	0
001-382-1010	TRANSFER FROM INDUSTRIAL PARK	10,000.00	10,000.00	10,000.00	0.00	100
001-382-1013	TRANSFER FROM LAW ENFORCEMENT IMP F	412,800.00	412,800.00	412,800.00	0.00	100

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001-389-5000	NON-OPERATIONAL CASH FORWARD-GEN FL	0.00	12,000,000.00	0.00	12,000,000.00-	0
GENERAL FUND Revenue Totals		30,779,749.04	47,584,840.00	34,902,502.21	12,682,337.79-	73

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
001-511-00-0000	LEGISLATIVE- CITY COMMISSION:	0.00	0.00	0.00	0.00	0
001-511-10-1200	SALARIES	49,416.89	51,690.00	51,185.79	504.21	99
001-511-10-2100	FICA EXPENSE	3,780.22	3,960.00	3,915.87	44.13	99
001-511-10-2200	RETIREMENT	27,624.40	30,340.00	30,035.76	304.24	99
001-511-10-2300	LIFE & HEALTH INSURANCE	469.49	450.00	285.00	165.00	63
001-511-10-2600	WORKERS COMPENSATION INSURANCE	163.59	250.00	378.13	128.13-	151
001-511-30-3100	PROFESSIONAL SERVICES	2,520.00	6,000.00	527.50	5,472.50	9
001-511-30-4000	TRAVEL & PER DIEM	3,858.10	7,000.00	4,663.17	2,336.83	67
001-511-30-4100	TELEPHONE EXPENSE	1,087.28	2,000.00	998.70	1,001.30	50
001-511-30-4110	IT LICENSING / EQUIPMENT	5,121.35	5,970.00	5,224.39	745.61	88
001-511-30-4200	POSTAGE/TRANSPORTATION FEES	0.00	0.00	95.00	95.00-	0
001-511-30-4300	UTILITIES EXPENSE	0.00	0.00	874.52	874.52-	0
001-511-30-4600	REPAIR & MAINTENANCE	0.00	500.00	0.00	500.00	0
001-511-30-4900	MISC. EXPENSE & OTHER CURRENT	2,708.35	2,500.00	0.00	2,500.00	0
001-511-30-5100	OFFICE SUPPLIES	0.00	150.00	0.00	150.00	0
001-511-30-5200	OPERATING SUPPLIES	23.15	400.00	64.00	336.00	16
001-511-30-5400	SUBSCRIPTIONS/DUES	4,212.00	6,300.00	4,811.87	1,488.13	76
001-511-30-5500	TRAINING	1,725.00	2,800.00	2,050.00	750.00	73
001-511-60-6200	CAP. IMPROVEMENT-BUILDINGS	0.00	300,000.00	0.00	300,000.00	0
511 LEGISLATIVE- CITY COMMISSION:		102,709.82	420,310.00	105,109.70	315,200.30	25
001-512-00-0000	EXECUTIVE- CITY MANAGER:	0.00	0.00	0.00	0.00	0

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001-512-10-1200	SALARIES	408,684.90	509,290.00	411,995.35	97,294.65	81
001-512-10-1500	SICK LEAVE	4,591.46	0.00	11,907.39	11,907.39-	0
001-512-10-1600	VACATION PAY	26,104.49	0.00	25,908.62	25,908.62-	0
001-512-10-1800	HOLIDAY PAY	18,026.99	0.00	18,655.68	18,655.68-	0
001-512-10-2100	FICA EXPENSE	34,295.27	38,970.00	34,984.18	3,985.82	90
001-512-10-2200	RETIREMENT	115,018.34	138,110.00	128,014.13	10,095.87	93
001-512-10-2210	BENEFIT ADMIN FEES	153.00	0.00	99.00	99.00-	0
001-512-10-2300	LIFE & HEALTH INSURANCE	40,486.96	46,800.00	39,693.09	7,106.91	85
001-512-10-2600	WORKERS COMPENSATION INSURANCE	545.36	500.00	756.27	256.27-	151
001-512-30-3100	PROFESSIONAL SERVICES	133,044.45	321,804.00	288,697.21	33,106.79	90
001-512-30-3400	OTHER CONTRACTUAL SERVICES	105.00	0.00	0.00	0.00	0
001-512-30-3450	CLOTHING AND UNIFORMS	183.96	750.00	303.00	447.00	40
001-512-30-4000	TRAVEL & PER DIEM	7,320.95	10,600.00	8,919.30	1,680.70	84
001-512-30-4100	TELEPHONE EXPENSE	3,985.51	5,000.00	3,746.13	1,253.87	75
001-512-30-4110	IT LICENSING / EQUIPMENT	11,800.91	23,150.00	22,433.57	716.43	97
001-512-30-4150	ADVERTISING/RECORDING EXPENSE	1,819.40	4,000.00	1,832.33	2,167.67	46
001-512-30-4200	POSTAGE/TRANSPORTATION FEES	277.35	1,000.00	298.81	701.19	30
001-512-30-4600	REPAIR & MAINTENANCE	1,097.68	5,800.00	1,865.63	3,934.37	32
001-512-30-4900	MISC. EXPENSE & OTHER CURRENT	638.69	2,500.00	352.14	2,147.86	14
001-512-30-5100	OFFICE SUPPLIES	1,403.47	2,000.00	777.44	1,222.56	39
001-512-30-5200	OPERATING SUPPLIES	7,042.67	18,750.00	2,520.18	16,229.82	13
001-512-30-5250	FUEL EXPENSE	0.00	0.00	135.06	135.06-	0
001-512-30-5400	SUBSCRIPTIONS/DUES	3,596.75	6,300.00	2,851.88	3,448.12	45
001-512-30-5500	TRAINING	4,457.85	9,700.00	5,095.72	4,604.28	53
001-512-60-6400	CAP. IMPROVEMENT-MACHINERY	4,633.40	0.00	0.00	0.00	0
	512 EXECUTIVE- CITY MANAGER:	829,314.81	1,145,024.00	1,011,842.11	133,181.89	88
001-513-00-0000	CLERK/FINANCE DEPARTMENT:	0.00	0.00	0.00	0.00	0

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001-513-10-1200	SALARIES	226,411.79	389,130.00	277,703.08	111,426.92	71
001-513-10-1300	OVERTIME	0.00	500.00	0.00	500.00	0
001-513-10-1500	SICK LEAVE	6,431.84	0.00	9,237.10	9,237.10-	0
001-513-10-1600	VACATION PAY	12,552.80	0.00	17,944.01	17,944.01-	0
001-513-10-1800	HOLIDAY PAY	8,838.03	0.00	11,184.17	11,184.17-	0
001-513-10-2100	FICA EXPENSE	19,448.22	30,380.00	24,179.23	6,200.77	80
001-513-10-2200	RETIREMENT	36,260.78	51,660.00	47,894.12	3,765.88	93
001-513-10-2210	BENEFIT ADMIN FEES	75.00	0.00	49.50	49.50-	0
001-513-10-2300	LIFE & HEALTH INSURANCE	36,748.71	49,500.00	47,661.51	1,838.49	96
001-513-10-2500	UNEMPLOYMENT COMPENSATION	0.00	500.00	377.40	122.60	75
001-513-10-2600	WORKERS COMPENSATION INSURANCE	1,090.71	1,000.00	1,512.62	512.62-	151
001-513-30-3100	PROFESSIONAL SERVICES	4,000.00	13,390.00	1,030.00	12,360.00	8
001-513-30-3200	ACCOUNTING/AUDITING FEE	19,250.00	24,000.00	22,500.00	1,500.00	94
001-513-30-3400	OTHER CONTRACTUAL SERVICES	13,581.98	17,210.00	12,405.56	4,804.44	72
001-513-30-4000	TRAVEL & PER DIEM	601.17	3,350.00	17.00	3,333.00	1
001-513-30-4100	TELEPHONE EXPENSE	5,437.91	7,510.00	4,793.16	2,716.84	64
001-513-30-4110	IT LICENSING / EQUIPMENT	31,339.27	71,720.00	64,983.32	6,736.68	91
001-513-30-4150	ADVERTISING/RECORDING EXPENSE	1,434.80	1,580.00	1,223.36	356.64	77
001-513-30-4200	POSTAGE/TRANSPORTATION FEES	2,412.78	7,880.00	1,657.19	6,222.81	21
001-513-30-4300	UTILITIES EXPENSE	18,888.70	27,300.00	15,997.25	11,302.75	59
001-513-30-4400	RENTAL & LEASING	3,127.85	3,940.00	2,369.53	1,570.47	60
001-513-30-4500	GENERAL INSURANCE	189,109.92	400,000.00	319,609.90	80,390.10	80
001-513-30-4600	REPAIR & MAINTENANCE	14,957.33	33,060.00	23,708.06	9,351.94	72
001-513-30-4900	MISC. EXPENSE & OTHER CURRENT	4,611.16	6,000.00	4,611.16	1,388.84	77
001-513-30-4910	ELECTION EXPENSES	0.00	500.00	0.00	500.00	0
001-513-30-5100	OFFICE SUPPLIES	3,752.67	6,830.00	3,653.77	3,176.23	54
001-513-30-5200	OPERATING SUPPLIES	6,126.97	7,930.00	6,347.83	1,582.17	80

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001-513-30-5400	SUBSCRIPTIONS/DUES	357.50	2,090.00	187.50	1,902.50	9
001-513-30-5500	TRAINING	799.00	9,530.00	1,956.00	7,574.00	21
001-513-60-6400	CAP. IMPROVEMENT-MACHINERY	0.00	10,000.00	0.00	10,000.00	0
001-513-70-7100	DEBT SERVICE/CITY HALL-PRINCIPAL	112,593.26	115,381.00	115,380.09	0.91	100
001-513-70-7200	DEBT SERVICE/CITY HALL-INTEREST	21,834.28	19,049.00	19,047.44	1.56	100
001-513-70-7500	DEBT SERVICE/POLICE STATION-PRINCIPAL	229,425.30	235,452.00	235,452.36	0.36-	100
001-513-70-7550	DEBT SERVICE/POLICE STATION-INTEREST	62,185.41	56,158.00	56,158.33	0.33-	100
001-513-70-7600	DEBT SERV/2018 GEN FUND PROJ LOAN-PRII	333,314.33	339,580.00	339,576.44	3.56	100
001-513-70-7650	DEBT SERV/2018 GEN FUND PROJ LOAN-INTI	89,263.05	83,010.00	83,009.40	0.60	100
513 CLERK/FINANCE DEPARTMENT:		1,516,262.52	2,025,120.00	1,773,417.39	251,702.61	88
001-516-00-0000	DEVELOPMENT SERVICES:	0.00	0.00	0.00	0.00	0
001-516-10-1200	SALARIES	535,548.42	907,790.00	600,873.77	306,916.23	66
001-516-10-1300	OVERTIME	951.80	1,000.00	0.00	1,000.00	0
001-516-10-1500	SICK LEAVE	14,218.60	0.00	18,277.04	18,277.04-	0
001-516-10-1600	VACATION PAY	26,461.79	0.00	32,082.20	32,082.20-	0
001-516-10-1800	HOLIDAY PAY	20,973.43	0.00	23,839.25	23,839.25-	0
001-516-10-2100	FICA EXPENSE	45,759.45	69,530.00	51,642.64	17,887.36	74
001-516-10-2200	RETIREMENT	86,933.28	154,060.00	107,679.80	46,380.20	70
001-516-10-2210	BENEFIT ADMIN FEES	103.50	0.00	108.00	108.00-	0
001-516-10-2300	LIFE & HEALTH INSURANCE	80,945.20	107,640.00	92,107.32	15,532.68	86
001-516-10-2600	WORKERS COMPENSATION INSURANCE	1,636.07	1,500.00	2,268.89	768.89-	151
001-516-30-3100	PROFESSIONAL SERVICES	598,946.74	835,000.00	621,788.54	213,211.46	74
001-516-30-3400	OTHER CONTRACTUAL SERVICES	951.75	1,000.00	0.00	1,000.00	0
001-516-30-3450	CLOTHING AND UNIFORMS	1,015.88	2,150.00	0.00	2,150.00	0
001-516-30-4000	TRAVEL & PER DIEM	5,530.85	14,980.00	3,064.88	11,915.12	20
001-516-30-4100	TELEPHONE EXPENSE	7,125.87	8,000.00	7,955.73	44.27	99

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001-516-30-4110	IT LICENSING / EQUIPMENT	37,471.62	111,810.00	78,332.30	33,477.70	70
001-516-30-4150	ADVERTISING/RECORDING EXPENSE	28,356.57	35,200.00	22,287.94	12,912.06	63
001-516-30-4200	POSTAGE/TRANSPORTATION FEES	1,530.23	2,000.00	1,129.34	870.66	56
001-516-30-4600	REPAIR & MAINTENANCE	2,237.89	2,500.00	2,075.25	424.75	83
001-516-30-4900	MISC. EXPENSE & OTHER CURRENT	2,398.31	5,000.00	16,494.28	11,494.28-	330
001-516-30-4950	CODE ENFORCEMENT	8,266.28	58,500.00	13,755.81	44,744.19	24
001-516-30-5100	OFFICE SUPPLIES	1,827.88	10,000.00	1,424.28	8,575.72	14
001-516-30-5200	OPERATING SUPPLIES	3,409.32	10,000.00	5,055.55	4,944.45	51
001-516-30-5250	FUEL EXPENSE	1,423.51	1,800.00	437.12	1,362.88	24
001-516-30-5400	SUBSCRIPTIONS/DUES	1,934.17	5,180.00	2,936.94	2,243.06	57
001-516-30-5500	TRAINING	9,509.07	24,180.00	6,679.09	17,500.91	28
001-516-60-6300	CAPITAL IMPROVEMENT-OTHER	11,128.33	0.00	0.00	0.00	0
516 DEVELOPMENT SERVICES:		1,536,595.81	2,368,820.00	1,712,295.96	656,524.04	72
001-518-00-0000	INFORMATION TECHNOLOGY DEPARTMENT	0.00	0.00	0.00	0.00	0
001-518-10-1200	SALARIES	144,288.61	258,440.00	202,369.15	56,070.85	78
001-518-10-1500	SICK LEAVE	3,232.96	0.00	5,792.77	5,792.77-	0
001-518-10-1600	VACATION PAY	6,919.23	0.00	12,286.36	12,286.36-	0
001-518-10-1800	HOLIDAY PAY	3,694.26	0.00	6,506.29	6,506.29-	0
001-518-10-2100	FICA EXPENSE	12,097.18	19,780.00	17,000.04	2,779.96	86
001-518-10-2200	RETIREMENT	19,744.44	35,080.00	30,832.49	4,247.51	88
001-518-10-2210	BENEFIT ADMIN FEES	54.00	0.00	0.00	0.00	0
001-518-10-2300	LIFE & HEALTH INSURANCE	20,727.19	37,440.00	32,136.81	5,303.19	86
001-518-10-2600	WORKERS COMPENSATION INSURANCE	218.13	200.00	302.51	102.51-	151
001-518-30-3100	PROFESSIONAL SERVICES	22,897.00	45,320.00	130.00	45,190.00	0
001-518-30-3400	OTHER CONTRACTUAL SERVICES	5,971.32	15,000.00	4,280.80	10,719.20	29
001-518-30-4000	TRAVEL & PER DIEM	1,998.28	7,500.00	2,058.71	5,441.29	27

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001-518-30-4100	TELEPHONE EXPENSE	8,114.39	7,500.00	6,836.41	663.59	91
001-518-30-4110	IT LICENSING / EQUIPMENT	12,054.30	14,400.00	12,173.45	2,226.55	85
001-518-30-4200	POSTAGE/TRANSPORTATION FEES	0.00	250.00	19.00	231.00	8
001-518-30-4300	UTILITIES EXPENSE	2,173.19	2,300.00	1,780.86	519.14	77
001-518-30-4400	RENTAL & LEASING	0.00	500.00	0.00	500.00	0
001-518-30-4600	REPAIR & MAINTENANCE	20.29	2,000.00	1,057.05	942.95	53
001-518-30-4900	MISC. EXPENSE & OTHER CURRENT	397.91	1,000.00	583.00	417.00	58
001-518-30-5100	OFFICE SUPPLIES	604.22	1,200.00	147.44	1,052.56	12
001-518-30-5200	OPERATING SUPPLIES	5,279.04	5,000.00	5,070.20	70.20-	101
001-518-30-5400	SUBSCRIPTIONS/DUES	350.00	2,500.00	522.33	1,977.67	21
001-518-30-5500	TRAINING	2,434.91	12,000.00	599.00	11,401.00	5
001-518-30-5550	LICENSING	15,120.10	43,625.00	13,399.69	30,225.31	31
001-518-60-6400	CAP. IMPROVEMENTS-MACHINERY/EQUIP	4,072.69	16,000.00	0.00	16,000.00	0
518 INFORMATION TECHNOLOGY DEPARTME		292,463.64	527,035.00	355,884.36	171,150.64	68
001-519-00-0000	HUMAN RESOURCE DEPARTMENT:	0.00	0.00	0.00	0.00	0
001-519-10-1200	SALARIES	122,335.60	206,190.00	152,221.43	53,968.57	74
001-519-10-1500	SICK LEAVE	1,838.36	0.00	6,062.51	6,062.51-	0
001-519-10-1600	VACATION PAY	6,336.13	0.00	7,293.05	7,293.05-	0
001-519-10-1800	HOLIDAY PAY	5,277.49	0.00	6,595.46	6,595.46-	0
001-519-10-2100	FICA EXPENSE	10,387.46	15,780.00	13,170.95	2,609.05	83
001-519-10-2200	RETIREMENT	16,901.01	27,980.00	23,390.18	4,589.82	84
001-519-10-2210	BENEFIT ADMIN FEES	49.50	0.00	49.50	49.50-	0
001-519-10-2300	LIFE & HEALTH INSURANCE	17,342.88	28,080.00	20,171.00	7,909.00	72
001-519-10-2600	WORKERS COMPENSATION INSURANCE	119.99	110.00	166.34	56.34-	151
001-519-30-3100	PROFESSIONAL SERVICES	33,205.00	37,825.00	12,926.25	24,898.75	34
001-519-30-3400	OTHER CONTRACTUAL SERVICES	4,397.96	6,400.00	5,231.46	1,168.54	82

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001-519-30-4000	TRAVEL & PER DIEM	3,208.81	5,500.00	1,863.89	3,636.11	34
001-519-30-4100	TELEPHONE EXPENSE	4,805.63	4,750.00	4,649.98	100.02	98
001-519-30-4110	IT LICENSING / EQUIPMENT	21,442.11	45,880.00	44,365.32	1,514.68	97
001-519-30-4150	ADVERTISING/RECRUITING	1,780.25	7,200.00	8,648.88	1,448.88-	120
001-519-30-4200	POSTAGE/TRANSPORTATION FEES	166.92	500.00	158.23	341.77	32
001-519-30-4300	UTILITIES EXPENSE	1,941.27	2,300.00	1,412.43	887.57	61
001-519-30-4400	RENTAL & LEASING	0.00	60.00	0.00	60.00	0
001-519-30-4600	REPAIR & MAINTENANCE	2,987.75	3,500.00	4,472.85	972.85-	128
001-519-30-4800	EMPLOYEE PROGRAMS	8,414.36	13,200.00	14,315.43	1,115.43-	108
001-519-30-4900	MISC. EXPENSE & OTHER CURRENT	637.16	1,000.00	55.72	944.28	6
001-519-30-5100	OFFICE SUPPLIES	1,294.92	2,900.00	1,802.71	1,097.29	62
001-519-30-5200	OPERATING SUPPLIES	2,234.93	5,300.00	2,623.23	2,676.77	49
001-519-30-5250	FUEL EXPENSE	680.38	600.00	262.89	337.11	44
001-519-30-5400	SUBSCRIPTIONS/DUES	2,486.82	1,600.00	1,679.68	79.68-	105
001-519-30-5500	TRAINING	5,562.77	5,450.00	3,681.73	1,768.27	68
001-519-30-5501	STAFF TRAINING PROGRAMS	2,394.70	6,450.00	707.63	5,742.37	11
519 HUMAN RESOURCE DEPARTMENT:		278,230.16	428,555.00	337,978.73	90,576.27	79
001-521-00-0000	POLICE DEPARTMENT:	0.00	0.00	0.00	0.00	0
001-521-10-1200	SALARIES	2,405,192.12	4,202,570.00	2,819,834.02	1,382,735.98	67
001-521-10-1220	UNIFORM ALLOWANCE	14,160.00	14,820.00	15,060.00	240.00-	102
001-521-10-1250	ON CALL	6,375.00	10,400.00	11,050.00	650.00-	106
001-521-10-1260	SHIFT DIFFERENTIAL	12,907.03	20,080.00	14,193.98	5,886.02	71
001-521-10-1300	OVERTIME	122,261.90	157,000.00	143,713.83	13,286.17	92
001-521-10-1500	SICK LEAVE	56,978.41	0.00	67,665.47	67,665.47-	0
001-521-10-1600	VACATION PAY	110,427.31	0.00	129,745.56	129,745.56-	0
001-521-10-1700	INCENTIVE PAY	23,270.00	56,000.00	24,050.00	31,950.00	43

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001-521-10-1800	HOLIDAY PAY	96,792.19	0.00	111,346.00	111,346.00-	0
001-521-10-1820	HOLIDAY PREMIUM	107,836.95	82,000.00	100,436.45	18,436.45-	122
001-521-10-2100	FICA EXPENSE	226,149.00	346,430.00	263,073.41	83,356.59	76
001-521-10-2200	RETIREMENT	814,482.29	1,529,280.00	1,049,757.05	479,522.95	69
001-521-10-2210	BENEFIT ADMIN FEES	418.50	0.00	481.50	481.50-	0
001-521-10-2300	LIFE & HEALTH INSURANCE	365,935.51	575,640.00	446,691.52	128,948.48	78
001-521-10-2500	UNEMPLOYMENT COMP. REIMBURSEMENT	4,608.24	0.00	0.00	0.00	0
001-521-10-2600	WORKERS COMPENSATION INSURANCE	70,894.89	75,000.00	113,444.82	38,444.82-	151
001-521-30-3100	PROFESSIONAL SERVICES	17,862.90	52,000.00	26,261.45	25,738.55	50
001-521-30-3400	OTHER CONTRACTUAL SERVICES	38,152.58	61,500.00	38,705.04	22,794.96	63
001-521-30-3450	CLOTHING AND UNIFORMS	9,092.53	15,000.00	17,794.74	2,794.74-	119
001-521-30-3500	INVESTIGATIONS	8,792.29	17,000.00	8,711.69	8,288.31	51
001-521-30-4000	TRAVEL & PER DIEM	9,544.20	12,000.00	13,534.05	1,534.05-	113
001-521-30-4100	TELEPHONE EXPENSE	62,549.63	82,000.00	62,808.38	19,191.62	77
001-521-30-4110	IT LICENSING / EQUIPMENT	214,454.17	268,200.00	242,787.43	25,412.57	91
001-521-30-4200	POSTAGE/TRANSPORTATION FEES	149.98	3,000.00	512.68	2,487.32	17
001-521-30-4300	UTILITIES EXPENSE	63,841.54	54,000.00	39,582.43	14,417.57	73
001-521-30-4400	RENTAL & LEASING	2,133.43	10,500.00	1,440.59	9,059.41	14
001-521-30-4600	REPAIR & MAINTENANCE	83,232.20	75,000.00	67,777.35	7,222.65	90
001-521-30-4900	MISC. EXPENSE & OTHER CURRENT	77.89	4,000.00	0.00	4,000.00	0
001-521-30-4960	BOOT ALLOWANCE	3,662.09	6,500.00	1,934.42	4,565.58	30
001-521-30-5100	OFFICE SUPPLIES	1,587.89	5,000.00	2,172.11	2,827.89	43
001-521-30-5200	OPERATING SUPPLIES	52,647.04	85,000.00	46,537.42	38,462.58	55
001-521-30-5250	FUEL EXPENSE	149,285.20	180,000.00	141,118.97	38,881.03	78
001-521-30-5400	SUBSCRIPTIONS/DUES	1,675.05	3,000.00	1,438.60	1,561.40	48
001-521-30-5500	TRAINING	36,516.56	40,000.00	13,512.81	26,487.19	34
001-521-60-6300	CAPITAL IMPROVEMENT-OTHER	208,278.80	40,000.00	0.00	40,000.00	0

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001-521-60-6400	CAP. IMPROVEMENT-MACHINERY	81,449.00	672,987.38	159,259.60	513,727.78	24
	521 POLICE DEPARTMENT:	5,483,674.31	8,755,907.38	6,196,433.37	2,559,474.01	71
001-541-00-0000	PUBLIC WORKS/STREET DEPT.	0.00	0.00	0.00	0.00	0
001-541-10-1200	SALARIES	955,823.84	1,538,070.00	1,200,253.50	337,816.50	78
001-541-10-1250	ON CALL	3,900.00	3,900.00	6,150.00	2,250.00-	158
001-541-10-1300	OVERTIME	11,916.51	12,000.00	21,947.54	9,947.54-	183
001-541-10-1500	SICK LEAVE	51,790.96	0.00	49,784.53	49,784.53-	0
001-541-10-1600	VACATION PAY	55,362.39	0.00	75,848.82	75,848.82-	0
001-541-10-1800	HOLIDAY PAY	39,263.68	0.00	48,153.59	48,153.59-	0
001-541-10-1820	HOLIDAY PREMIUM	7,596.03	0.00	2,243.29	2,243.29-	0
001-541-10-2100	FICA EXPENSE	86,232.68	118,880.00	107,377.54	11,502.46	90
001-541-10-2200	RETIREMENT	171,716.50	236,570.00	223,088.21	13,481.79	94
001-541-10-2210	BENEFIT ADMIN FEES	0.00	0.00	36.00	36.00-	0
001-541-10-2300	LIFE & HEALTH INSURANCE	165,630.32	243,360.00	209,332.52	34,027.48	86
001-541-10-2500	UNEMPLOYMENT COMPENSATION	39.50	2,000.00	0.00	2,000.00	0
001-541-10-2600	WORKERS COMPENSATION INSURANCE	21,813.82	25,000.00	37,814.94	12,814.94-	151
001-541-30-3100	PROFESSIONAL SERVICES	132,049.76	454,949.25	144,298.84	310,650.41	32
001-541-30-3400	OTHER CONTRACTUAL SERVICES	352,499.68	1,096,640.74	920,094.13	176,546.61	84
001-541-30-3440	RIGHT-OF-WAY MAINTENANCE	242,817.84	395,000.00	314,344.13	80,655.87	80
001-541-30-3450	CLOTHING AND UNIFORMS	8,765.60	8,000.00	8,272.01	272.01-	103
001-541-30-4000	TRAVEL & PER DIEM	1,435.34	5,500.00	549.26	4,950.74	10
001-541-30-4100	TELEPHONE EXPENSE	20,442.43	24,600.00	23,161.94	1,438.06	94
001-541-30-4110	IT LICENSING / EQUIPMENT	34,153.45	83,100.00	46,363.44	36,736.56	56
001-541-30-4200	POSTAGE/TRANSPORTATION FEES	92.07	150.00	58.12	91.88	39
001-541-30-4300	UTILITIES EXPENSE	22,780.35	23,200.00	27,703.14	4,503.14-	119
001-541-30-4350	VILLAGES STREET LIGHTING	507,878.07	600,000.00	534,341.71	65,658.29	89

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001-541-30-4400	RENTAL & LEASING	3,349.34	24,580.00	16,830.27	7,749.73	68
001-541-30-4600	REPAIR & MAINTENANCE	45,875.13	51,500.00	53,184.71	1,684.71-	103
001-541-30-4601	REPAIR & MAINTENANCE - BUILDINGS	26,968.35	35,000.00	5,557.69	29,442.31	16
001-541-30-4603	PAVEMENT PRESERVATION/REHABILITATION	0.00	1,000,000.00	435,942.74	564,057.26	44
001-541-30-4900	MISC. EXPENSE & OTHER CURRENT	322.10	3,000.00	0.00	3,000.00	0
001-541-30-4940	LANDFILL DISPOSAL FEES	3,904.13	6,000.00	4,632.65	1,367.35	77
001-541-30-4960	BOOT ALLOWANCE	3,154.56	4,200.00	2,940.38	1,259.62	70
001-541-30-5100	OFFICE SUPPLIES	2,537.48	3,000.00	1,976.14	1,023.86	66
001-541-30-5200	OPERATING SUPPLIES	71,147.55	70,000.00	70,136.33	136.33-	100
001-541-30-5250	FUEL EXPENSE	31,160.82	35,000.00	26,837.86	8,162.14	77
001-541-30-5400	SUBSCRIPTIONS/DUES	5,204.03	14,815.00	6,771.51	8,043.49	46
001-541-30-5500	TRAINING	11,459.60	22,080.00	9,001.56	13,078.44	41
001-541-60-6115	CITY HALL / ANNEX REHAB	14,174.39	58,821.19	19,543.08	39,278.11	33
001-541-60-6200	CAP. IMPROVEMENT-BUILDINGS	0.00	150,000.00	51,526.72	98,473.28	34
001-541-60-6210	PUBLIC WORKS BUILDING	6,308.00	0.00	0.00	0.00	0
001-541-60-6300	CAPITAL IMPROVEMENT-OTHER	0.00	75,000.00	74,069.96	930.04	99
001-541-60-6400	CAP. IMPROVEMENT-MACHINERY	303,139.02	231,297.00	102,616.86	128,680.14	44
001-541-60-6681	PRINCIPAL-EQUIPMENT LEASE	28,171.17	29,240.00	29,231.37	8.63	100
001-541-60-6691	INTEREST-EQUIPMENT LEASE	2,160.33	1,110.00	1,100.13	9.87	99
	541 PUBLIC WORKS/STREET DEPT.	3,453,036.82	6,685,563.18	4,913,117.16	1,772,446.02	73
001-549-00-0000	FLEET MAINTENANCE DEPT:	0.00	0.00	0.00	0.00	0
001-549-10-1200	SALARIES	222,326.47	292,280.00	226,829.14	65,450.86	78
001-549-10-1300	OVERTIME	0.00	1,500.00	277.94	1,222.06	19
001-549-10-1500	SICK LEAVE	5,641.21	0.00	8,446.78	8,446.78-	0
001-549-10-1600	VACATION PAY	14,415.13	0.00	18,204.44	18,204.44-	0
001-549-10-1800	HOLIDAY PAY	9,083.30	0.00	9,390.89	9,390.89-	0

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001-549-10-2100	FICA EXPENSE	19,237.17	22,480.00	20,130.65	2,349.35	90
001-549-10-2200	RETIREMENT	31,312.42	39,870.00	35,746.41	4,123.59	90
001-549-10-2210	BENEFIT ADMIN FEES	36.00	0.00	103.50	103.50-	0
001-549-10-2300	LIFE & HEALTH INSURANCE	40,971.87	46,800.00	43,625.41	3,174.59	93
001-549-10-2600	WORKERS COMPENSATION INSURANCE	8,507.44	8,200.00	12,403.31	4,203.31-	151
001-549-30-3100	PROFESSIONAL SERVICES	25.00	500.00	0.00	500.00	0
001-549-30-3400	OTHER CONTRACTUAL SERVICES	2,915.64	8,000.00	7,124.80	875.20	89
001-549-30-3450	CLOTHING AND UNIFORMS	2,587.72	1,500.00	2,558.60	1,058.60-	171
001-549-30-4000	TRAVEL & PER DIEM	3.84	100.00	0.00	100.00	0
001-549-30-4100	TELEPHONE EXPENSE	3,840.48	3,500.00	1,755.28	1,744.72	50
001-549-30-4110	IT LICENSING / EQUIPMENT	12,132.52	31,500.00	22,365.69	9,134.31	71
001-549-30-4200	POSTAGE/TRANSPORTATION FEES	0.00	100.00	24.20	75.80	24
001-549-30-4300	UTILITIES EXPENSE	5,044.47	7,000.00	4,023.15	2,976.85	57
001-549-30-4400	RENTAL & LEASING	1,721.35	2,500.00	1,562.09	937.91	62
001-549-30-4600	REPAIR & MAINTENANCE	3,105.14	5,000.00	4,552.19	447.81	91
001-549-30-4900	MISC. EXPENSE & OTHER CURRENT	0.00	100.00	0.00	100.00	0
001-549-30-4960	BOOT ALLOWANCE	622.34	700.00	350.00	350.00	50
001-549-30-5100	OFFICE SUPPLIES	1,212.89	1,500.00	386.62	1,113.38	26
001-549-30-5200	OPERATING SUPPLIES	32,637.84	35,000.00	34,911.28	88.72	100
001-549-30-5250	FUEL EXPENSE	3,445.46	3,600.00	3,192.61	407.39	89
001-549-30-5400	SUBSCRIPTIONS/DUES	886.54	500.00	314.00	186.00	63
001-549-30-5500	TRAINING	1,434.00	3,000.00	575.00	2,425.00	19
001-549-60-6400	CAP. IMPROVEMENTS-MACHINERY/EQUIP	84,300.11	45,000.00	27,169.04	17,830.96	60
	549 FLEET MAINTENANCE DEPT:	507,446.35	560,230.00	486,023.02	74,206.98	87
001-572-00-0000	PARKS & RECREATION:	0.00	0.00	0.00	0.00	0
001-572-10-1200	SALARIES	542,650.87	1,027,940.00	627,754.89	400,185.11	61

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001-572-10-1250	ON CALL	3,900.00	3,500.00	5,650.00	2,150.00-	161
001-572-10-1300	OVERTIME	9,050.86	2,000.00	11,701.04	9,701.04-	585
001-572-10-1500	SICK LEAVE	18,053.57	0.00	13,447.36	13,447.36-	0
001-572-10-1600	VACATION PAY	19,144.82	0.00	32,749.68	32,749.68-	0
001-572-10-1800	HOLIDAY PAY	20,144.75	0.00	23,382.46	23,382.46-	0
001-572-10-1820	HOLIDAY PREMIUM	0.00	0.00	3,552.27	3,552.27-	0
001-572-10-2100	FICA EXPENSE	47,180.34	79,060.00	55,411.72	23,648.28	70
001-572-10-2200	RETIREMENT	74,454.67	140,240.00	95,788.82	44,451.18	68
001-572-10-2210	BENEFIT ADMIN FEES	9.00	0.00	13.50	13.50-	0
001-572-10-2300	LIFE & HEALTH INSURANCE	110,296.50	168,480.00	129,866.99	38,613.01	77
001-572-10-2600	WORKERS COMPENSATION INSURANCE	6,544.18	6,500.00	9,831.92	3,331.92-	151
001-572-30-3100	PROFESSIONAL SERVICES	15,126.79	14,000.00	6,022.10	7,977.90	43
001-572-30-3400	OTHER CONTRACTUAL SERVICES	101,881.05	159,200.00	160,101.51	901.51-	101
001-572-30-3450	CLOTHING AND UNIFORMS	2,882.30	8,250.00	6,281.47	1,968.53	76
001-572-30-4000	TRAVEL & PER DIEM	839.57	4,550.00	429.88	4,120.12	9
001-572-30-4100	TELEPHONE EXPENSE	24,706.92	14,600.00	26,474.79	11,874.79-	181
001-572-30-4110	IT LICENSING / EQUIPMENT	39,819.80	53,720.00	33,363.38	20,356.62	62
001-572-30-4150	ADVERTISING AND PROMOTIONS	31,535.41	25,000.00	24,864.24	135.76	99
001-572-30-4200	POSTAGE/TRANSPORTATION FEES	5.46	200.00	2.56	197.44	1
001-572-30-4300	UTILITIES EXPENSE	32,955.60	35,000.00	40,508.30	5,508.30-	116
001-572-30-4400	RENTAL & LEASING	3,516.27	6,900.00	8,078.84	1,178.84-	117
001-572-30-4600	REPAIR & MAINTENANCE	35,138.45	48,650.00	51,196.42	2,546.42-	105
001-572-30-4601	REPAIR & MAINTENANCE - BUILDINGS	23,464.57	36,000.00	26,032.18	9,967.82	72
001-572-30-4610	BAKER HOUSE MAINTENANCE	1,495.52	15,000.00	1,803.37	13,196.63	12
001-572-30-4620	BAKER HOUSE OPERATIONS-OTHER MISC.	4,930.49	5,720.00	2,206.20	3,513.80	39
001-572-30-4630	BAKER HOUSE SPECIAL EVENTS	11,356.54	15,000.00	5,286.34	9,713.66	35
001-572-30-4900	MISC. EXPENSE & OTHER CURRENT	424.19	5,000.00	88.26-	5,088.26	2-

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001-572-30-4910	SPECIAL EVENTS	132,975.30	165,800.00	126,688.79	39,111.21	76
001-572-30-4915	ATHLETIC LEAGUES & ACTIVITIES	89,783.22	104,400.00	83,935.46	20,464.54	80
001-572-30-4920	YOUTH CAMPS & PROGRAMS	13,595.23	48,000.00	18,656.47	29,343.53	39
001-572-30-4960	BOOT ALLOWANCE	928.71	1,580.00	874.04	705.96	55
001-572-30-5100	OFFICE SUPPLIES	3,185.48	4,500.00	2,397.57	2,102.43	53
001-572-30-5200	OPERATING SUPPLIES	77,301.88	81,500.00	65,370.13	16,129.87	80
001-572-30-5250	FUEL EXPENSE	22,070.55	25,000.00	21,569.96	3,430.04	86
001-572-30-5280	LANDSCAPING	27,066.27	15,000.00	8,448.93	6,551.07	56
001-572-30-5400	SUBSCRIPTIONS/DUES	426.58	3,210.00	867.83	2,342.17	27
001-572-30-5500	TRAINING	5,990.37	7,200.00	7,148.81	51.19	99
001-572-60-6200	CAP. IMPROVEMENT-BUILDINGS	38,696.00	14,500.00	8,954.29	5,545.71	62
001-572-60-6300	CAPITAL IMPROVEMENT-OTHER	0.00	13,000.00	8,999.92	4,000.08	69
001-572-60-6351	MLK PARK PROJECT	94,686.97	0.00	0.00	0.00	0
001-572-60-6400	CAP. IMPROVEMENT-MACHINERY	153,369.91	107,750.00	105,095.10	2,654.90	98
	572 PARKS & RECREATION:	1,841,584.96	2,465,950.00	1,860,721.27	605,228.73	75
001-575-00-0000	COMMUNITY CENTER:	0.00	0.00	0.00	0.00	0
001-575-10-1200	SALARIES	48,503.94	140,290.00	70,930.82	69,359.18	51
001-575-10-1300	OVERTIME	0.00	0.00	225.00	225.00-	0
001-575-10-1800	HOLIDAY PAY	0.00	0.00	197.00	197.00-	0
001-575-10-2100	FICA EXPENSE	3,710.66	10,740.00	5,458.63	5,281.37	51
001-575-10-2200	RETIREMENT	6,024.14	19,040.00	8,743.98	10,296.02	46
001-575-10-2300	LIFE & HEALTH INSURANCE	4.75	200.00	4.75	195.25	2
001-575-30-3100	PROFESSIONAL SERVICES	499.85	3,000.00	176.29	2,823.71	6
001-575-30-3400	OTHER CONTRACTUAL SERVICES	3,995.00	8,440.00	20,003.73	11,563.73-	237
001-575-30-3450	CLOTHING AND UNIFORMS	0.00	1,200.00	0.00	1,200.00	0
001-575-30-4100	TELEPHONE EXPENSE	2,979.72	6,680.00	0.00	6,680.00	0

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001-575-30-4200	POSTAGE/TRANSPORTATION FEES	133.68	250.00	3.30	246.70	1
001-575-30-4300	UTILITIES EXPENSE	52,039.39	40,000.00	50,626.58	10,626.58-	127
001-575-30-4400	RENTAL & LEASING	981.12	1,600.00	2,159.59	559.59-	135
001-575-30-4600	REPAIR & MAINTENANCE	2,826.34	30,000.00	45,453.55	15,453.55-	152
001-575-30-5100	OFFICE SUPPLIES	897.95	1,000.00	504.23	495.77	50
001-575-30-5200	OPERATING SUPPLIES	3,715.25	10,000.00	18,789.56	8,789.56-	188
001-575-30-5400	SUBSCRIPTIONS/DUES	75.00	0.00	100.00	100.00-	0
001-575-60-6200	CAP. IMPROVEMENT-BUILDINGS	0.00	250,000.00	30,136.25	219,863.75	12
575 COMMUNITY CENTER:		126,386.79	522,440.00	253,513.26	268,926.74	49
001-580-90-9901	CONTINGENCY RESERVE-GEN FUND	0.00	2,764,195.44	0.00	2,764,195.44	0
001-581-00-1040	TRANSFER TO EXPANDED CRA	197,729.00	215,690.00	215,690.00	0.00	100
001-581-00-4020	TRANSFER TO UTILITY CAP PROJECTS FUND	0.00	3,000,000.00	3,000,000.00	0.00	100
001-581-90-3010	TRANSFER TO CAPITAL PROJECT FUND	10,100,000.00	15,700,000.00	15,700,000.00	0.00	100
581 Total		10,297,729.00	18,915,690.00	18,915,690.00	0.00	100
GENERAL FUND Expenditure Totals		26,265,434.99	47,584,840.00	37,922,026.33	9,662,813.67	80

001 GENERAL FUND	Prior	YTD
Revenues:	30,779,749.04	34,902,502.21
Expenditures:	26,265,434.99	37,922,026.33
Net Income:	4,514,314.05	3,019,524.12-

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
101-361-1350	INTEREST EARNED	371.16	200.00	252.64	52.64	126
101-364-1000	CEMETERY LOT SALES	1,400.00	0.00	0.00	0.00	0
101-366-1350	CONTRIBUTIONS/DUES	560.00	2,000.00	1,310.00	690.00-	66
101-366-1360	GRAVE OPENING PERMITS	900.00	600.00	600.00	0.00	100
101-369-0000	OTHER MISCELLANEOUS REVENUE	0.00	100.00	0.00	100.00-	0
101-389-5000	NON-OPER/ CEMETERY RESERVES FORWAR	0.00	62,970.00	0.00	62,970.00-	0
CEMETERY FUND Revenue Totals		3,231.16	65,870.00	2,162.64	63,707.36-	3

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
101-569-00-0000	GREENWOOD CEMETERY:	0.00	0.00	0.00	0.00	0
101-569-30-3100	PROFESSIONAL SERVICES	0.00	200.00	0.00	200.00	0
101-569-30-4600	REPAIR & MAINTENANCE	0.00	500.00	0.00	500.00	0
101-569-30-4900	MISC. EXPENSE & OTHER CURRENT	0.00	200.00	0.00	200.00	0
101-569-30-5200	OPERATING SUPPLIES	0.00	100.00	0.00	100.00	0
569 GREENWOOD CEMETERY:		0.00	1,000.00	0.00	1,000.00	0
101-580-90-9999	CONTINGENCY	0.00	64,870.00	0.00	64,870.00	0
CEMETERY FUND Expenditure Totals		0.00	65,870.00	0.00	65,870.00	0

101 CEMETERY FUND	Prior	YTD
Revenues:	3,231.16	2,162.64
Expenditures:	0.00	0.00
Net Income:	3,231.16	2,162.64

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
104-361-0000	INTEREST	11,802.03	0.00	17,309.79	17,309.79	0
104-369-9000	TAX INCREMENT FINANCING - SUM CTY	367,422.00	368,670.00	395,695.00	27,025.00	107
104-382-0010	TRANSFER FROM GENERAL	197,729.00	215,690.00	215,690.00	0.00	100
104-389-5006	CASH FORWARD - CRA DISTRICT	0.00	1,396,500.00	0.00	1,396,500.00-	0
COMMUNITY REDEVELOPMENT Revenue Tot		576,953.03	1,980,860.00	628,694.79	1,352,165.21-	31

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
104-550-00-0000	COMM REDEVELOPMENT DEPT.:	0.00	0.00	0.00	0.00	0
104-550-10-1200	SALARIES	37,966.71	68,420.00	43,573.61	24,846.39	64
104-550-10-1500	SICK LEAVE	760.25	0.00	619.33	619.33-	0
104-550-10-1600	VACATION PAY	3,405.20	0.00	4,837.72	4,837.72-	0
104-550-10-1800	HOLIDAY PAY	1,499.38	0.00	1,831.18	1,831.18-	0
104-550-10-2100	FICA EXPENSE	3,337.84	5,240.00	3,890.95	1,349.05	74
104-550-10-2200	RETIREMENT	14,128.34	23,620.00	17,557.52	6,062.48	74
104-550-10-2300	LIFE & HEALTH INSURANCE	3,524.88	3,600.00	3,625.92	25.92-	101
104-550-30-3100	PROFESSIONAL SERVICES	0.00	40,000.00	0.00	40,000.00	0
104-550-30-4000	TRAVEL & PER DIEM	0.00	750.00	0.00	750.00	0
104-550-30-5400	SUBSCRIPTIONS/DUES	200.00	200.00	175.00	25.00	88
104-550-30-5500	TRAINING	0.00	1,500.00	0.00	1,500.00	0
104-550-60-6330	FACADE IMPROVEMENT GRANT	0.00	80,000.00	3,891.36	76,108.64	5
104-550-70-7303	DEMOLITIONS	0.00	25,000.00	0.00	25,000.00	0
104-550-70-7307	MISC. OTHER PROJECTS	50,496.00	8,679.00	8,679.00	0.00	100
104-550-70-7308	DOWNTOWN PARKING IMPROVEMENTS	0.00	240,000.00	0.00	240,000.00	0
550 COMM REDEVELOPMENT DEPT.:		115,318.60	497,009.00	88,681.59	408,327.41	18

104-580-90-9904	CONTINGENCY - CRA DISTRICT	0.00	1,483,851.00	0.00	1,483,851.00	0
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Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
	COMMUNITY REDEVELOPMENT Expenditure	115,318.60	1,980,860.00	88,681.59	1,892,178.41	4

104 COMMUNITY REDEVELOPMENT	Prior	YTD
Revenues:	576,953.03	628,694.79
Expenditures:	115,318.60	88,681.59
Net Income:	461,634.43	540,013.20

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
105-361-0000	INTEREST	91.20	100.00	13.58	86.42-	14
105-369-0058	DONATIONS	30,942.00	15,000.00	24,252.00	9,252.00	162
105-389-5010	CASH FORWARD - BAKER HOUSE	0.00	18,000.00	0.00	18,000.00-	0
BAKER HOUSE Revenue Totals		31,033.20	33,100.00	24,265.58	8,834.42-	73

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
105-576-00-0000	BAKER HOUSE DEPARTMENT:	0.00	0.00	0.00	0.00	0
105-576-30-4620	BAKER HOUSE OPERATIONS	45,844.10	0.00	79.09	79.09-	0
105-580-90-9910	CONTINGENCY - BAKER HOUSE	0.00	33,100.00	0.00	33,100.00	0
BAKER HOUSE Expenditure Totals		45,844.10	33,100.00	79.09	33,020.91	0

105 BAKER HOUSE	Prior	YTD
Revenues:	31,033.20	24,265.58
Expenditures:	45,844.10	79.09
Net Income:	14,810.90-	24,186.49

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
106-589-5010	CARRY FORWARD - HISTORICAL FUND	0.00	45.00	0.00	45.00-	0
	WILDWOOD AREA HISTORICAL ASSOCIATIO	0.00	45.00	0.00	45.00-	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
106-577-00-0000	WILDWOOD AREA HISTORICAL ASSN	0.00	0.00	0.00	0.00	0
106-580-90-9911	CONTINGENCY - HISTORICAL ACCT	0.00	45.00	0.00	45.00	0
	WILDWOOD AREA HISTORICA Expenditure Tr	0.00	45.00	0.00	45.00	0

106 WILDWOOD AREA HISTORICAL ASSOCIA	Prior	YTD
Revenues:	0.00	0.00
Expenditures:	0.00	0.00
Net Income:	0.00	0.00

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
107-341-3004	RECREATION IMPACT FEES	416,261.25	225,000.00	285,750.46	60,750.46	127
107-361-0000	INTEREST	6,203.97	1,000.00	10,584.59	9,584.59	***
107-389-5004	CASH FORWARD - P & R IMPACT FEE	0.00	736,160.00	0.00	736,160.00-	0
RECREATION IMPACT FEES Revenue Totals		422,465.22	962,160.00	296,335.05	665,824.95-	30

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
107-572-00-0000	RECREATION IMPACT FEES:	0.00	0.00	0.00	0.00	0
107-580-90-9903	CONTINGENCY - P&R IMPACT FEES	0.00	962,160.00	0.00	962,160.00	0
RECREATION IMPACT FEES Expenditure Tota		0.00	962,160.00	0.00	962,160.00	0

107 RECREATION IMPACT FEES	Prior	YTD
Revenues:	422,465.22	296,335.05
Expenditures:	0.00	0.00
Net Income:	422,465.22	296,335.05

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
108-341-3001	LAW ENFORCEMENT IMPACT FEES	737,825.68	1,100,000.00	1,046,189.64	53,810.36-	95
108-361-0000	INTEREST	199.89	100.00	175.86	75.86	176
108-389-5002	CASH FORWARD - POLICE IMPACT FEE	0.00	1,320,330.00	0.00	1,320,330.00-	0
	LAW ENFORCEMENT IMPACT FEES Revenue	738,025.57	2,420,430.00	1,046,365.50	1,374,064.50-	43

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
108-521-00-0000	LAW ENFORCEMENT IMPACT FEES:	0.00	0.00	0.00	0.00	0
108-521-30-4900	MISC. EXPENSE & OTHER CURRENT	399.26	0.00	338.31	338.31-	0
108-521-60-6200	CAP.IMPROVEMENT-BUILDINGS	0.00	400,000.00	0.00	400,000.00	0
108-521-60-6400	CAP. IMPROVEMENT- MACHINERY & EQUIPM	138,184.26	608,375.44	621,471.89	13,096.45-	102
108-521-70-9105	TRANSFER TO GENERAL FUND - LOAN PAYM	412,800.00	412,800.00	412,800.00	0.00	100
	521 LAW ENFORCEMENT IMPACT FEES:	551,383.52	1,421,175.44	1,034,610.20	386,565.24	73
108-580-90-9902	CONTINGENCY -LAW ENFORCEMENT IMPAC	0.00	999,254.56	0.00	999,254.56	0
	LAW ENFORCEMENT IMPACT Expenditure To	551,383.52	2,420,430.00	1,034,610.20	1,385,819.80	43

108 LAW ENFORCEMENT IMPACT FEES	Prior	YTD
Revenues:	738,025.57	1,046,365.50
Expenditures:	551,383.52	1,034,610.20
Net Income:	186,642.05	11,755.30

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
301-334-9000	STATE GRANT REVENUE	0.00	900,000.00	0.00	900,000.00-	0
301-361-0000	INTEREST	129,463.97	10,000.00	174,366.58	164,366.58	***
301-382-0010	TRANSFER FROM GENERAL FUND	10,100,000.00	15,700,000.00	15,700,000.00	0.00	100
301-389-5000	NON-OPERATIONAL CASH FORWARD-CAP.IM	0.00	13,481,125.00	0.00	13,481,125.00-	0
CAPITAL IMPROVEMENT FUND Revenue Tota		10,229,463.97	30,091,125.00	15,874,366.58	14,216,758.42-	52

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
301-500-00-0000	CAPITAL IMPROVEMENT FUND	0.00	0.00	0.00	0.00	0
301-511-60-6201	ANNEX NO. 2 REHAB	0.00	0.00	41.78	41.78-	0
301-513-60-6201	CITY HALL HVAC PROJECT	55,153.13	0.00	0.00	0.00	0
301-516-60-6301	DOWNTOWN MASTER PLAN PROJECTS	44,105.56	850,700.00	847,102.50	3,597.50	100
301-516-60-6304	TRAILWINDS FOUNTAIN	24,811.56	0.00	559.82	559.82-	0
516 Total		68,917.12	850,700.00	847,662.32	3,037.68	100

301-521-60-6301	POLICE DEPARTMENT HQ MONUMENT SIGN	12,425.00	21,269.00	21,713.00	444.00-	102
301-541-60-6101	DRAINAGE PROJECT LAND ACQUISITION	39,900.00	414,200.00	226,033.67	188,166.33	55
301-541-60-6202	MUNICIPAL SERVICES COMPLEX PROJECT	604,899.39	140,445.45	128,115.87	12,329.58	91
301-541-60-6203	PW POLE BARN	118,900.00	0.00	0.00	0.00	0
301-541-60-6204	PW BUILDING HVAC UPGRADES	6,250.00	111,000.00	110,940.00	60.00	100
301-541-60-6205	MSC HVAC UPGRADES	39,064.60	0.00	0.00	0.00	0
301-541-60-6301	PLEASANTDALE REHAB	891,144.28	407,173.92	383,999.48	23,174.44	94
301-541-60-6302	BARWICK REHAB	102,922.60	30,000.00	29,468.20	531.80	98
301-541-60-6303	OAK GROVE VILLAGE DRAINAGE IMPROVEM	121,808.28	40,000.00	35,870.00	4,130.00	90

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301-541-60-6305	PAVEMENT PRESERVATION PLAN	743,276.36	60,000.00	76,605.04	16,605.04-	128
301-541-60-6306	CLAY DRAIN ROAD DESIGN	139,242.00	200,000.00	63,499.00	136,501.00	32
301-541-60-6307	JACKSON ST IMPROVEMENTS	0.00	27,000.00	40,889.72	13,889.72-	151
301-541-60-6308	HUEY ST IMPROVEMENTS	44,900.00	2,432,000.00	787,786.90	1,644,213.10	32
301-541-60-6309	ST CLAIR STREET IMPROVEMENTS	0.00	525,000.00	522,957.69	2,042.31	100
301-541-60-6310	DOWNTOWN PARKING GARAGE	276,116.16	7,600,000.00	6,487,100.92	1,112,899.08	85
301-541-60-6311	MSC ENTRANCE GATE	0.00	163,500.00	33,558.95	129,941.05	21
301-541-60-6312	BROKEN OAK DRIVE	0.00	438,000.00	437,327.61	672.39	100
	541 Total	3,128,423.67	12,588,319.37	9,364,153.05	3,224,166.32	74
301-572-60-6201	MLK PARK CONCESSION STAND/RESTROOM	247,643.71	0.00	0.00	0.00	0
301-572-60-6202	BAKER HOUSE RESTROOMS	42,082.63	0.00	0.00	0.00	0
301-572-60-6205	RECREATION CENTER AT MLK PARK	646,463.08	385,000.00	156,456.00	228,544.00	41
301-572-60-6207	OUTREACH CENTER RE-ROOF	15,590.00	0.00	0.00	0.00	0
301-572-60-6302	MILLENNIUM PARK IMPROVEMENTS	398,211.17	1,000,000.00	218,417.90	781,582.10	22
301-572-60-6303	MLK PARK BASKETBALL COURT REHAB	87,010.00	0.00	0.00	0.00	0
301-572-60-6304	LAKE DEATON PIER IMPROVEMENTS	8,328.08	395,000.00	398,405.89	3,405.89-	101
301-572-60-6305	CITY HALL COURTYARD REHAB	48,019.69	12,588.00	12,588.00	0.00	100
301-572-60-6307	DOG PARK IMPROVEMENTS	0.00	60,000.00	0.00	60,000.00	0
	572 Total	1,493,348.36	1,852,588.00	785,867.79	1,066,720.21	42
301-575-60-6201	COMMUNITY CENTER HVAC UPGRADES	37,930.00	50,000.00	62,745.05	12,745.05-	125
301-580-90-9901	CONTINGENCY-CAP.IMPROVEMENT FUND	0.00	9,728,248.63	0.00	9,728,248.63	0
301-581-00-4020	TRANSFER TO UTILITY CAP PROJECTS FUNE	0.00	5,000,000.00	5,000,000.00	0.00	100
	CAPITAL IMPROVEMENT FUN Expenditure To	4,796,197.28	30,091,125.00	16,082,182.99	14,008,942.01	53

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301 CAPITAL IMPROVEMENT FUND	Prior	YTD
Revenues:	10,229,463.97	15,874,366.58
Expenditures:	4,796,197.28	16,082,182.99
Net Income:	5,433,266.69	207,816.41 -

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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
401-343-3100	WATER SALES-OPERATING INCOME	3,564,169.66	4,016,300.00	3,746,964.25	269,335.75-	93
401-343-3500	WATER- METER INSTALLATIONS	346,338.87	263,000.00	220,181.32	42,818.68-	84
401-343-3510	WATER- OTHER (ON/OFF FEES)	40,145.00	30,000.00	32,220.00	2,220.00	107
401-343-3520	WATER INCOME-OTHER	21,611.81	10,000.00	18,244.53	8,244.53	182
401-343-3521	RETURN CHECK BILLINGS	25,482.58-	0.00	15.00	15.00	0
401-343-5100	SEWER OPERATING INCOME-BILLINGS	5,226,279.34	7,100,600.00	6,181,406.26	919,193.74-	87
401-343-5510	SEWER OTHER MISC	0.00	12,000.00	0.00	12,000.00-	0
401-343-5511	LAND LEASE-TURTLE MOUNT(TOWER)	15,428.34	15,000.00	15,870.00	870.00	106
401-343-5520	TSS/COD WASTEWATER FEES	937,238.46	800,000.00	812,625.79	12,625.79	102
401-343-6100	REUSE WATER OPERATIONS	138,140.49	118,450.00	124,193.86	5,743.86	105
401-361-0000	INTEREST EARNINGS	104,713.63	50,000.00	93,430.14	43,430.14	187
401-381-1005	TRANSFER FROM SEWER CONNECTION FEE	228,590.00	0.00	0.00	0.00	0
401-381-1007	TRANSFER FROM 2013 DEBT REFI CONST FL	2,965,188.00	0.00	0.00	0.00	0
401-381-1008	TRANSFER FROM WATER CONNECTION FEE	175,798.00	0.00	0.00	0.00	0
401-381-1011	TRANSFER FROM WATER SDC FUND	221,012.40	0.00	0.00	0.00	0
401-381-1014	TRANSFER FROM SEWER SDC FUND	1,446,431.41	0.00	0.00	0.00	0
401-389-4000	STATE APPROPRIATIONS	100,000.00	0.00	0.00	0.00	0
401-389-5000	Non-Operational-Cash Forward- W/S	0.00	7,600,000.00	0.00	7,600,000.00-	0
UTILITY FUND Revenue Totals		15,505,602.83	20,015,350.00	11,245,151.15	8,770,198.85-	56

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
401-530-00-0000	PHYSICAL ENVIRONMENT/ADMIN:	0.00	0.00	0.00	0.00	0
401-530-10-1200	SALARIES	146,569.52	191,040.00	145,403.53	45,636.47	76
401-530-10-1300	OVERTIME	0.00	1,000.00	0.00	1,000.00	0
401-530-10-1500	SICK LEAVE	6,945.89	0.00	9,457.13	9,457.13-	0
401-530-10-1600	VACATION PAY	8,073.35	0.00	11,479.97	11,479.97-	0

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Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
401-530-10-1800	HOLIDAY PAY	6,078.27	0.00	6,282.02	6,282.02-	0
401-530-10-2100	FICA EXPENSE	12,806.59	14,700.00	13,174.08	1,525.92	90
401-530-10-2200	RETIREMENT	20,844.77	25,880.00	23,450.20	2,429.80	91
401-530-10-2210	BENEFIT ADMIN FEES	129.00	0.00	27.00	27.00-	0
401-530-10-2300	LIFE & HEALTH INSURANCE	36,885.28	37,440.00	33,948.95	3,491.05	91
401-530-10-2500	UNEMPLOYMENT COMPENSATION	0.00	1,500.00	0.00	1,500.00	0
401-530-10-2600	WORKERS COMPENSATION INSURANCE	1,090.70	1,000.00	1,512.62	512.62-	151
401-530-30-3100	PROFESSIONAL SERVICES	2,750.00	3,000.00	1,205.00	1,795.00	40
401-530-30-3200	ACCOUNTING & AUDITING FEES	19,250.00	24,000.00	22,500.00	1,500.00	94
401-530-30-3400	OTHER CONTRACTUAL SERVICES	28,943.41	34,950.00	26,211.80	8,738.20	75
401-530-30-4000	TRAVEL & PER DIEM	0.00	500.00	0.00	500.00	0
401-530-30-4100	TELEPHONE EXPENSE	4,701.84	5,000.00	4,468.23	531.77	89
401-530-30-4110	IT LICENSING / EQUIPMENT	26,620.78	37,730.00	39,700.74	1,970.74-	105
401-530-30-4200	POSTAGE/TRANSPORTATION FEES	25,964.26	32,800.00	26,453.13	6,346.87	81
401-530-30-4300	UTILITIES EXPENSE	17,422.24	20,000.00	15,997.25	4,002.75	80
401-530-30-4400	RENTAL & LEASING	2,949.61	3,650.00	2,369.36	1,280.64	65
401-530-30-4500	GENERAL INSURANCE	186,069.91	400,000.00	316,165.89	83,834.11	79
401-530-30-4600	REPAIR & MAINTENANCE	10,473.19	23,700.00	23,111.62	588.38	98
401-530-30-4900	MISC. EXPENSE & OTHER CURRENT	25,142.96	14,500.00	15,233.19	733.19-	105
401-530-30-5100	OFFICE SUPPLIES	970.43	1,000.00	527.17	472.83	53
401-530-30-5200	OPERATING SUPPLIES	4,579.90	5,500.00	5,090.48	409.52	93
401-530-30-5400	SUBSCRIPTIONS/DUES	37.50	500.00	409.86	90.14	82
401-530-30-5500	TRAINING	702.00	1,000.00	760.00	240.00	76
	530 PHYSICAL ENVIRONMENT/ADMIN:	596,001.40	880,390.00	744,939.22	135,450.78	85
401-533-00-0000	WATER DEPARTMENT:	0.00	0.00	0.00	0.00	0
401-533-10-1200	SALARIES	682,907.59	967,250.00	730,007.41	237,242.59	75

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Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
401-533-10-1250	ON CALL	7,950.00	7,800.00	12,300.00	4,500.00-	158
401-533-10-1300	OVERTIME	11,878.23	15,000.00	15,508.48	508.48-	103
401-533-10-1500	SICK LEAVE	23,141.58	0.00	25,804.27	25,804.27-	0
401-533-10-1600	VACATION PAY	39,942.19	0.00	36,392.45	36,392.45-	0
401-533-10-1700	INCENTIVE PAY	0.00	0.00	1,150.00	1,150.00-	0
401-533-10-1800	HOLIDAY PAY	24,209.16	0.00	28,383.61	28,383.61-	0
401-533-10-1820	HOLIDAY PREMIUM	2,583.89	5,000.00	1,876.87	3,123.13	38
401-533-10-2100	FICA EXPENSE	57,882.46	76,130.00	65,441.49	10,688.51	86
401-533-10-2200	RETIREMENT	317,112.21	135,030.00	115,532.25	19,497.75	86
401-533-10-2210	BENEFIT ADMIN FEES	85.50	0.00	90.00	90.00-	0
401-533-10-2300	LIFE & HEALTH INSURANCE	114,180.59	168,480.00	141,766.49	26,713.51	84
401-533-10-2500	UNEMPLOYMENT COMPENSATION	0.00	2,500.00	0.00	2,500.00	0
401-533-10-2600	WORKERS COMPENSATION INSURANCE	16,360.37	16,000.00	24,201.51	8,201.51-	151
401-533-30-3100	PROFESSIONAL SERVICES	64,275.98	124,100.00	113,512.94	10,587.06	91
401-533-30-3400	OTHER CONTRACTUAL SERVICES	69,380.07	349,000.00	145,308.18	203,691.82	42
401-533-30-3450	CLOTHING AND UNIFORMS	5,724.11	9,000.00	7,799.97	1,200.03	87
401-533-30-4000	TRAVEL & PER DIEM	7,055.09	8,000.00	4,204.47	3,795.53	53
401-533-30-4100	TELEPHONE EXPENSE	32,434.59	38,600.00	32,080.81	6,519.19	83
401-533-30-4110	IT LICENSING / EQUIPMENT	37,240.50	83,500.00	49,031.07	34,468.93	59
401-533-30-4200	POSTAGE/TRANSPORTATION FEES	1,221.31	3,500.00	975.18	2,524.82	28
401-533-30-4300	UTILITIES EXPENSE	202,062.93	185,000.00	163,622.46	21,377.54	88
401-533-30-4400	RENTAL & LEASING	14,413.20	9,000.00	3,057.26	5,942.74	34
401-533-30-4600	REPAIR & MAINTENANCE	83,881.43	130,000.00	194,198.63	64,198.63-	149
401-533-30-4900	MISC. EXPENSE & OTHER CURRENT	8,196.70-	5,000.00	4,030.00	970.00	81
401-533-30-4960	BOOT ALLOWANCE	1,062.16	3,000.00	2,671.27	328.73	89
401-533-30-5010	BAD DEBT EXPENSE	60.19	0.00	0.00	0.00	0
401-533-30-5100	OFFICE SUPPLIES	6,304.82	6,500.00	3,702.41	2,797.59	57

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Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
401-533-30-5200	OPERATING SUPPLIES	407,423.19	225,000.00	157,290.20	67,709.80	70
401-533-30-5220	WATER METERS	0.00	361,445.01	300,811.98	60,633.03	83
401-533-30-5250	FUEL EXPENSE	43,487.93	45,000.00	41,938.69	3,061.31	93
401-533-30-5260	CHEMICALS	285,007.78	350,000.00	348,465.05	1,534.95	100
401-533-30-5270	LABORATORY SAMPLES	38,371.00	45,000.00	44,504.00	496.00	99
401-533-30-5400	SUBSCRIPTIONS/DUES	6,399.80	9,000.00	7,231.64	1,768.36	80
401-533-30-5500	TRAINING	5,191.95	7,600.00	6,387.18	1,212.82	84
401-533-60-6300	CAPITAL IMPROVEMENT-OTHER	34,253.00	87,750.00	26,551.85	61,198.15	30
401-533-60-6301	METER CHANGE OUT PROGRAM	81,600.00	137,500.00	115,407.65	22,092.35	84
401-533-60-6350	LOOP/UPGRADE WATER MAINS	55,255.00	500,000.00	267,630.15	232,369.85	54
401-533-60-6400	CAP. IMPROVEMENT-MACHINERY	7,125.00	419,566.00	212,245.00	207,321.00	51
401-533-60-6681	LEASE PURCHASE PRINCIPAL PMT	0.00	18,450.00	19,188.55	738.55-	104
401-533-60-6691	LEASE PURCHASE INTEREST PMT	2,471.69	3,160.00	2,409.86	750.14	76
533 WATER DEPARTMENT:		2,781,739.79	4,556,861.01	3,472,711.28	1,084,149.73	76
401-535-00-0000	WASTEWATER DEPARTMENT:	0.00	0.00	0.00	0.00	0
401-535-10-1200	SALARIES	796,669.40	1,454,140.00	1,045,286.50	408,853.50	72
401-535-10-1250	ON CALL	11,700.00	19,500.00	18,200.00	1,300.00	93
401-535-10-1300	OVERTIME	17,642.88	19,500.00	29,270.32	9,770.32-	150
401-535-10-1500	SICK LEAVE	21,642.51	0.00	46,389.10	46,389.10-	0
401-535-10-1600	VACATION PAY	50,846.50	0.00	57,709.01	57,709.01-	0
401-535-10-1700	INCENTIVE PAY	0.00	0.00	1,700.00	1,700.00-	0
401-535-10-1800	HOLIDAY PAY	26,619.62	0.00	37,977.19	37,977.19-	0
401-535-10-1820	HOLIDAY PREMIUM	10,363.17	12,000.00	9,174.30	2,825.70	76
401-535-10-2100	FICA EXPENSE	71,892.67	115,150.00	96,074.25	19,075.75	83
401-535-10-2200	RETIREMENT	118,000.52	204,250.00	174,181.94	30,068.06	85
401-535-10-2210	BENEFIT ADMIN FEES	103.50	0.00	283.50	283.50-	0

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Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
401-535-10-2300	LIFE & HEALTH INSURANCE	136,447.11	290,160.00	180,907.34	109,252.66	62
401-535-10-2500	UNEMPLOYMENT COMPENSATION	0.00	2,500.00	0.00	2,500.00	0
401-535-10-2600	WORKERS COMPENSATION INSURANCE	32,720.75	32,000.00	48,403.12	16,403.12-	151
401-535-30-3100	PROFESSIONAL SERVICES	191,662.95	137,686.00	143,503.81	5,817.81-	104
401-535-30-3400	OTHER CONTRACTUAL SERVICES	118,857.29	498,000.00	286,725.91	211,274.09	58
401-535-30-3450	CLOTHING AND UNIFORMS	5,939.26	10,000.00	8,690.47	1,309.53	87
401-535-30-4000	TRAVEL & PER DIEM	2,788.56	4,500.00	6,119.85	1,619.85-	136
401-535-30-4100	TELEPHONE EXPENSE	19,656.30	20,000.00	21,622.83	1,622.83-	108
401-535-30-4110	IT LICENSING / EQUIPMENT	32,186.87	87,170.00	58,408.59	28,761.41	67
401-535-30-4200	POSTAGE/TRANSPORTATION FEES	803.09	2,000.00	2,308.17	308.17-	115
401-535-30-4300	UTILITIES EXPENSE	439,112.44	400,000.00	478,309.04	78,309.04-	120
401-535-30-4400	RENTAL & LEASING	1,503.49	53,000.00	20,809.20	32,190.80	39
401-535-30-4600	REPAIR & MAINTENANCE	468,998.09	470,000.00	625,410.48	155,410.48-	133
401-535-30-4900	MISC. EXPENSE & OTHER CURRENT	353.36	3,000.00	10,881.08	7,881.08-	363
401-535-30-4940	LANDFILL DISPOSAL FEES	161,403.45	180,000.00	149,616.96	30,383.04	83
401-535-30-4960	BOOT ALLOWANCE	1,249.32	5,000.00	1,818.42	3,181.58	36
401-535-30-5100	OFFICE SUPPLIES	5,204.89	5,500.00	3,996.34	1,503.66	73
401-535-30-5200	OPERATING SUPPLIES	187,089.01	300,000.00	236,212.27	63,787.73	79
401-535-30-5250	FUEL EXPENSE	59,971.52	65,000.00	63,362.27	1,637.73	97
401-535-30-5260	CHEMICALS	200,187.21	300,000.00	237,112.98	62,887.02	79
401-535-30-5270	LABORATORY SAMPLES	43,141.00	165,000.00	99,815.00	65,185.00	60
401-535-30-5400	SUBSCRIPTIONS/DUES	1,171.85	4,000.00	2,675.94	1,324.06	67
401-535-30-5500	TRAINING	2,402.83	7,600.00	6,343.94	1,256.06	83
401-535-60-6200	CAP. IMPROVEMENT-BUILDINGS	7,651.00	0.00	0.00	0.00	0
401-535-60-6250	LIFT STATION UPGRADES	175,657.00	720,556.00	441,798.91	278,757.09	61
401-535-60-6300	CAPITAL IMPROVEMENT-OTHER	137,920.00	86,594.00	46,594.00	40,000.00	54
401-535-60-6310	MILLENNIUM PARK PROJECT	0.00	117,989.62	104,527.12	13,462.50	89

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401-535-60-6330	CR 209 LS UPGRADES	0.00	475,000.00	223,390.74	251,609.26	47
401-535-60-6340	GRAVITY SYSTEM RENEWAL & REPLACEMEN	0.00	346,500.00	0.00	346,500.00	0
401-535-60-6400	CAP. IMPROVEMENT-MACHINERY	63,507.94	1,163,500.00	827,674.33	335,825.67	71
401-535-60-6610	SEWER SYSTEM RENEWAL AND REPLACEME	227,922.50	460,000.00	281,660.38	178,339.62	61
401-535-60-6681	LEASE PURCHASE PRINCIPAL PMT	0.00	79,985.00	79,982.17	2.83	100
401-535-60-6691	LEASE PURCHASE INTEREST PMT	5,525.79	4,620.00	4,616.50	3.50	100
401-535-60-6770	SR 44 FM / CCC DECOMMISSIONING	0.00	3,773,495.00	2,830,607.89	942,887.11	75
401-535-70-7303	WILDWOOD ESTATES LS	0.03-	82,736.40	81,767.83	968.57	99
535 WASTEWATER DEPARTMENT:		3,856,515.61	12,177,632.02	9,131,919.99	3,045,712.03	75
401-580-90-0000	CONTINGENCY:	0.00	0.00	0.00	0.00	0
401-580-90-9912	CONTIN- WATER SEWER-REFUSE	0.00	397,826.97	0.00	397,826.97	0
401-582-00-0000	DEBT SERVICE:	0.00	0.00	0.00	0.00	0
401-582-30-5900	DEPRECIATION	2,529,611.00	0.00	0.00	0.00	0
401-582-30-5920	BAD DEBT EXPENSE	84,750.00	0.00	0.00	0.00	0
401-582-70-7100	SUMTER SCHOOL BOARD LEASE PURCHASE	0.00	170,000.00	170,000.00	0.00	100
401-582-70-7103	DBT SRV.-SRF LOAN PRIN-2007	0.00	347,940.00	347,935.50	4.50	100
401-582-70-7105	DBT. SERV-PRIN-99 BOND REFIN	0.00	318,100.00	0.00	318,100.00	0
401-582-70-7106	DEBT SERV-2016 CONTINENTAL LOAN (BB&T)	0.00	107,757.00	110,531.26	2,774.26-	103
401-582-70-7203	INT EXP.-SRF LOAN-2 (1996)	0.00	1,000,000.00	0.00	1,000,000.00	0
401-582-70-7204	INT EXP.-SRF LOAN-3 (2007)	38,212.87	31,980.00	31,979.38	0.62	100
401-582-70-7206	DEBT SERV-INTERST-2016 CONTINENTAL (BB	25,471.22	26,863.00	24,083.78	2,779.22	90
582 DEBT SERVICE:		2,678,045.09	2,002,640.00	684,529.92	1,318,110.08	34
UTILITY FUND Expenditure Totals		9,912,301.89	20,015,350.00	14,034,100.41	5,981,249.59	70
401 UTILITY FUND		Prior	YTD			

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Revenues:	15,505,602.83	11,245,151.15
Expenditures:	9,912,301.89	14,034,100.41
Net Income:	5,593,300.94	2,788,949.26-

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402-361-0000	INTEREST	51,560.20	1,000.00	38,836.54	37,836.54	***
402-382-0010	TRANSFER FROM GENERAL FUND	0.00	3,000,000.00	3,000,000.00	0.00	100
402-382-3010	TRANSFER FROM CAPITAL IMPROVEMENT FI	0.00	5,000,000.00	5,000,000.00	0.00	100
402-382-4090	TRANSFER FROM WW SDC FUND	0.00	1,000,000.00	1,000,000.00	0.00	100
402-389-5000	CASH FORWARD	0.00	845,000.00	0.00	845,000.00-	0
402-389-9001	LOAN PROCEEDS	0.00	120,000,000.00	0.00	120,000,000.00-	0
402-389-9002	SRF LOAN PROCEEDS	0.00	12,000,000.00	0.00	12,000,000.00-	0
CAPITAL PROJECTS (LOAN/GRANT) Revenue		51,560.20	141,846,000.00	9,038,836.54	132,807,163.46-	6

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
402-536-00-0000	CONSTRUCTION FUND:	0.00	0.00	0.00	0.00	0
402-536-70-7353	WWTP PROJECT	0.00	50,685,812.00	678,469.51	50,007,342.49	1
402-580-90-9913	CONTINGENCY - CONSTRUCTION FUND	0.00	91,160,188.00	0.00	91,160,188.00	0
402-581-90-9101	TRANSFER TO W/S REVENUE FUND	3,644,211.00	0.00	0.00	0.00	0
CAPITAL PROJECTS (LOAN/ Expenditure Tot		3,644,211.00	141,846,000.00	678,469.51	141,167,530.49	0

402 CAPITAL PROJECTS (LOAN/GRANT)	Prior	YTD
Revenues:	51,560.20	9,038,836.54
Expenditures:	3,644,211.00	678,469.51
Net Income:	3,592,650.80-	8,360,367.03

CITY OF WILDWOOD
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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
403-361-0000	INTEREST EARNINGS	555.13	100.00	265.69	165.69	266
403-389-5000	NON-OPERATIONAL-CASH FORWARD	0.00	63,300.00	0.00	63,300.00-	0
INDUSTRIAL FUND Revenue Totals		555.13	63,400.00	265.69	63,134.31-	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
403-552-00-0000	INDUSTRIAL PARK:	0.00	0.00	0.00	0.00	0
403-552-30-3100	PROFESSIONAL SERVICES	0.00	1,000.00	0.00	1,000.00	0
403-552-30-4980	DEPRECIATION EXPENSE	6,607.00	0.00	0.00	0.00	0
552 INDUSTRIAL PARK:		6,607.00	1,000.00	0.00	1,000.00	0

403-580-90-9999	CONTINGENCY	0.00	52,400.00	0.00	52,400.00	0
403-581-00-0000	INDUSTRIAL PARK:	0.00	0.00	0.00	0.00	0
403-581-00-0100	TRANSFER TO GENERAL FUND	10,000.00	10,000.00	10,000.00	0.00	100
INDUSTRIAL FUND Expenditure Totals		16,607.00	63,400.00	10,000.00	53,400.00	16

403 INDUSTRIAL FUND	Prior	YTD
Revenues:	555.13	265.69
Expenditures:	16,607.00	10,000.00
Net Income:	16,051.87-	9,734.31-

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
404-361-0000	INTEREST	43.51	0.00	16.96	16.96	0
404-389-5002	CASH FORWARD - WATER CONNECTIONS	0.00	310,000.00	0.00	310,000.00-	0
WATER CONNECTION FEES Revenue Totals		43.51	310,000.00	16.96	309,983.04-	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
404-533-00-0000	WATER CONNECTION FEES:	0.00	0.00	0.00	0.00	0
404-533-30-4900	MISC. EXPENSE & OTHER CURRENT	361.33	0.00	300.57	300.57-	0
404-533-70-7352	ASHLEY WTP PROJECT	0.05	260,192.70	231,325.00	28,867.70	89
533 WATER CONNECTION FEES:		361.38	260,192.70	231,625.57	28,567.13	89

404-580-90-9909	CONTINGENCY - WATER CONNECTION FEES	0.00	49,807.30	0.00	49,807.30	0
404-581-90-9101	TRANSFER TO W/S FUND	175,798.00	0.00	0.00	0.00	0
WATER CONNECTION FEES Expenditure Tota		176,159.38	310,000.00	231,625.57	78,374.43	75

404 WATER CONNECTION FEES	Prior	YTD
Revenues:	43.51	16.96
Expenditures:	176,159.38	231,625.57
Net Income:	176,115.87 -	231,608.61 -

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
COMMISSION MEETING SEPTEMBER 23 2024

Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
406-361-0000	INTEREST	26.27	0.00	12.92	12.92	0
406-389-5006	CASH FORWARD - WASTEWATER CONNECTION	0.00	183,800.00	0.00	183,800.00-	0
WASTEWATER CONNECTION FEES Revenue		26.27	183,800.00	12.92	183,787.08-	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
406-535-00-0000	SEWER TAP CONNECTION FEES:	0.00	0.00	0.00	0.00	0
406-535-30-4900	MISC. EXPENSE & OTHER CURRENT	360.38	0.00	300.19	300.19-	0
406-535-60-6393	WILDWOOD ESTATES LS	0.10-	0.00	0.00	0.00	0
535 SEWER TAP CONNECTION FEES:		360.28	0.00	300.19	300.19-	0

406-580-90-5006	CONTINGENCY - WASTEWATER CONNECTION	0.00	183,800.00	0.00	183,800.00	0
406-581-90-9101	TRANSFER TO W/S FUND	228,590.00	0.00	0.00	0.00	0
WASTEWATER CONNECTION F Expenditure T		228,950.28	183,800.00	300.19	183,499.81	0

406 WASTEWATER CONNECTION FEES	Prior	YTD
Revenues:	26.27	12.92
Expenditures:	228,950.28	300.19
Net Income:	228,924.01-	287.27-

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
408-343-3560	WATER SDC FEES	1,828,774.28	3,019,600.00	1,570,181.86	1,449,418.14-	52
408-361-0000	INTEREST EARNED	415.69	100.00	438.62	338.62	439
408-389-5012	CASH FORWARD - WATER SDC	0.00	4,301,700.00	0.00	4,301,700.00-	0
WATER SDC FEES Revenue Totals		1,829,189.97	7,321,400.00	1,570,620.48	5,750,779.52-	21

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
408-533-30-3401	DEVELOPER REIMBURSEMENTS	0.00	890,000.00	0.00	890,000.00	0
408-533-30-4900	MISC. EXPENSE & OTHER CURRENT	383.92	0.00	324.49	324.49-	0
408-533-60-6310	OXFORD WTP PHOSPHATE INJECTION	0.00	156,000.00	0.00	156,000.00	0
408-533-60-6320	WATER USE PERMIT MODIFICATION	0.00	75,000.00	0.00	75,000.00	0
408-533-70-7311	CR501 WATER TREATMENT PLANT PROJECT	0.00	1,075,000.00	0.00	1,075,000.00	0
408-533-70-7351	CR 501 IRON FILTRATION PLANT UPGRADES	0.00	2,000,000.00	27,500.00	1,972,500.00	1
408-533-70-7352	ASHLEY WTP UPGRADES	0.00	550,000.00	277,000.00	273,000.00	50
533 Total		383.92	4,746,000.00	304,824.49	4,441,175.51	6

408-580-90-9914	CONTINGENCY - WATER SDC FUND	0.00	2,319,370.00	0.00	2,319,370.00	0
408-581-90-9101	TRANSFER TO W/S FUND	914,241.53	0.00	0.00	0.00	0
408-582-70-7107	SRF PRINCIPAL - OXFORD WTP	0.00	222,960.00	222,961.58	1.58-	100
408-582-70-7207	SRF INTEREST - OXFORD WTP	35,017.20	33,070.00	33,068.02	1.98	100
582 Total		35,017.20	256,030.00	256,029.60	0.40	100

WATER SDC FEES Expenditure Totals		949,642.65	7,321,400.00	560,854.09	6,760,545.91	8
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408 WATER SDC FEES	Prior	YTD
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CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
COMMISSION MEETING SEPTEMBER 23 2024

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Revenues:	1,829,189.97	1,570,620.48
Expenditures:	949,642.65	560,854.09
Net Income:	879,547.32	1,009,766.39

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
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Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
409-343-5560	WASTEWATER SDC FEES	3,981,755.98	5,979,400.00	4,768,267.40	1,211,132.60-	80
409-361-0000	INTEREST EARNED	860.27	500.00	1,055.29	555.29	211
409-389-5013	CASH FORWARD	0.00	9,500,000.00	0.00	9,500,000.00-	0
	WASTEWATER SDC FEES Revenue Totals	3,982,616.25	15,479,900.00	4,769,322.69	10,710,577.31-	30

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
409-535-30-3401	DEVELOPER REIMBURSEMENTS	0.00	0.00	176,523.84	176,523.84-	0
409-535-30-4900	MISC. EXPENSE & OTHER CURRENT	388.69	0.00	329.29	329.29-	0
409-535-60-6310	MILLENIUM PARK REUSE LINE	0.00	3,000,000.00	0.00	3,000,000.00	0
409-535-60-6315	HUEY STREET SANITARY SEWER REROUTE	0.00	480,500.00	431,091.99	49,408.01	90
409-535-70-7346	WWTP FACILITY PLAN	0.31-	11,751,660.06	1,350,083.09	10,401,576.97	11
409-535-70-7355	BRIDGE CROSSING PROJECT	0.00	126,477.22	126,477.22	0.00	100
	535 Total	388.38	15,358,637.28	2,084,505.43	13,274,131.85	14

409-580-90-9915	CONTINGENCY - WASTEWATER SDC FUND	0.00	954,337.28-	0.00	954,337.28-	0
409-581-00-4020	TRANSFER TO UTILITY CAP PROJECTS FUND	0.00	1,000,000.00	1,000,000.00	0.00	100
409-581-90-9101	TRANSFER TO W/S REVENUE FUND	753,202.28	0.00	0.00	0.00	0
	581 Total	753,202.28	1,000,000.00	1,000,000.00	0.00	100

409-582-70-7101	DBT SERV-SRF CRC09 FORCEMAIN DESIGN F	0.00	4,480.00	4,464.17	15.83	100
409-582-70-7102	DBT SRV-SRF CR209 FM CONSTRUCTION PR	0.00	69,810.00	69,809.23	0.77	100
409-582-70-7200	INTEREST EXPENSE-CR209 FM SRF CONSTR	330.51	310.00	309.57	0.43	100
409-582-70-7202	INT EXP.-SRF DESIGN LOAN-CR209 FORCEMA	1,075.23	1,000.00	1,002.05	2.05-	100
	582 Total	1,405.74	75,600.00	75,585.02	14.98	100
	WASTEWATER SDC FEES Expenditure Totals	754,996.40	15,479,900.00	3,160,090.45	12,319,809.55	20

CITY OF WILDWOOD
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409 WASTEWATER SDC FEES	Prior	YTD
Revenues:	3,982,616.25	4,769,322.69
Expenditures:	754,996.40	3,160,090.45
Net Income:	3,227,619.85	1,609,232.24

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
COMMISSION MEETING SEPTEMBER 23 2024

Revenue Account	Description	Prior Yr Rev	Anticipated	YTD Rev	Excess/Deficit	% Real
601-351-2000	CONFISCATED PROPERTY	0.00	1,500.00	0.00	1,500.00-	0
601-361-0000	INTEREST	278.76	10.00	137.56	127.56	***
601-389-5000	NON-OPERATIONAL- CASH FORWARD	0.00	51,805.00	0.00	51,805.00-	0
LAW ENFORCEMENT FUND Revenue Totals		278.76	53,315.00	137.56	53,177.44-	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	YTD Expended	Unexpended	% Expd
601-521-00-0000	LAW ENFORCEMENT TRUST:	0.00	0.00	0.00	0.00	0
601-580-90-9999	CONTINGENCY	0.00	53,315.00	0.00	53,315.00	0
LAW ENFORCEMENT FUND Expenditure Tota		0.00	53,315.00	0.00	53,315.00	0

601 LAW ENFORCEMENT FUND	Prior	YTD
Revenues:	278.76	137.56
Expenditures:	0.00	0.00
Net Income:	278.76	137.56

CITY OF WILDWOOD
YEAR TO DATE REVENUE-EXPENDITURE REPORT
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Grand Totals	Prior	YTD
Revenues:	64,150,794.11	79,399,056.34
Expenditures:	47,457,047.09	73,803,020.42
Net Income:	16,693,747.02	5,596,035.92

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
June 17, 2024 7:00 PM
CITY HALL COMMISSION CHAMBER

(meeting taped)

1. Call to Order

Attendee Name	Title	Status
Ed Wolf	Mayor	Present
Pamala Harrison-Bivins	Mayor Pro Tem/Commissioner	Present
Joe Elliott	Commissioner	Present
Marcos Flores	Commissioner	Present
Julian Green	Commissioner	Present
Jason McHugh	City Manager	Present
Ashley Hunt	City Attorney	Present
Joshua Bills	City Attorney	Present
Cassandra Smith	Assistant City Manager/CFO	Present
Jessica Barnes	City Clerk	Present
Randall Parmer	Police Chief	Present
Melanie Strickland	Development Services Director	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Assistant Utilities Director	Present
Wendy Then	Assistant Development Services Director	Present

Mayor Wolf brought the meeting to order at 7 p.m., followed by the Invocation and Pledge of Allegiance.

2. Consent Agenda/Informational Items

No items were removed from the consent agenda. Items A - K were voted on together. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

- A. Expenditure Report
- B. Minutes for Approval: April 8, 2024 Regular Meeting
- C. PLAT 2401-005 Livano Wildwood Final Plat
- D. PLAT 2403-001 Highfield at Twisted Oaks Phase 1 Final Plat
- E. PLAT 2403-006 Twisted Oaks Townhomes Ph 1 Final Plat
- F. SP 2305-011 Twisted Oaks Amenity Center
- G. SP 2309-003 Exalt Health 40 Bed Rehabilitation Hospital at Wildwood
- H. SP 2309-006 Wildwood Acres Pavilion
- I. SP 2401-001 Twisted Oaks Apartments
- J. SP 2401-007 Chipotle @ Signature Drive
- K. SP 2401-008 Fifth Third Bank - Pinellas Plaza

3. Presentations and/or Proclamations

- A. Proclaim June 17-23, 2024, as Wildwood Pollinator Week
Mayor Wolf read a proclamation declaring the week of June 17–23 as Wildwood Pollinator Week. No comments were offered or received. Vote 5-0.

RESULT:	Approved
MOVER:	Commissioner Flores
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

4. Public Hearings - Timed - Legislative

- A. Swear in City Staff and Public Speakers
Mayor Wolf swore in staff and audience members that intended to speak during the public hearings.
- B. CP 2312-001 Boulder Square - **ADOPTION HEARING**
Mayor Wolf read aloud Ordinance O2024-12, CP 2312-001 Boulder Square. The item was

presented by Assistant Development Services Director Wendy Then. The applicant sought approval from the City of Wildwood City Commission for a Large-Scale Comprehensive Plan Amendment to change the Future Land Use designation from Agricultural (County), Commercial (City), and Neighborhood Commercial (City) to Low Density Residential (City) for parcels F01A008, F01-101, G06-185, G06-186, and G06-187, on 83.97 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. Petition to Amend the Boundary Line of Village Community Development District No. 15

Mayor Wolf read aloud Ordinance O2024-36, a petition to amend the boundary line of Village Community Development District No. 15. The item was presented by Development Services Director Melanie Strickland. The Board of Supervisors of the Villages No.15 Community Development District (the "District") petitioned the City of Wildwood to amend Ordinance 2023-7 to reflect a net increase in the size of the District by 2.00 acres, such that the resulting District will total 1,380.4 acres MOL. The net increase in the size of the District had no effect on the City limits. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

D. Petition to Amend the Boundary Line of Middleton CDD A

Mayor Wolf read aloud Ordinance O2024-37, a petition to amend the boundary line of Middleton CDD A. The item was presented by Development Services Director Melanie Strickland. The Board of Supervisors of the Middleton Community Development District A (the "District") petitioned the City of Wildwood to amend Ordinance O2022-35 to reflect a net decrease in the size of the District by 1800.9 acres, such that the resulting District would total 683.7 acres MOL. The net decrease in the size of the District had no effect on the City limits. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

5. Public Hearings - Timed - Quasi-Judicial

A. RZ 2312-001 Boulder Square

Mayor Wolf read aloud Ordinance O2024-13, RZ 2312-001 Boulder Square. The item was presented by Assistant Development Services Director Wendy Then. The applicant sought

approval from the City of Wildwood City Commission for a Zoning Map Amendment to change the zoning district from A10C (County), R2C (County), C-2 (City), and C-2A (City) to R-1 (City) for parcels F01A008, F01-101, G06-185, G06-186, and G06-187, on 83.97 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

6. Public Forum - 4 minute time limit

None.

7. Ordinances First Reading Only (No Vote)

A. CP 2309-002 Wildwood East

Mayor Wolf read aloud Ordinance O2024-18, CP 2309-002 Wildwood East. The item was presented by Development Services Director Melanie Strickland. The applicant sought approval from the City of Wildwood City Commission for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Rural Residential (County) to High Density Residential (City) for parcel G04-013 on 2.94 acres MOL. Mayor Wolf called the Commission's attention to the Special Magistrate's recommendation regarding wastewater capacity. He stated he would like additional input from staff for the public hearing at the next meeting, and believed it may be best to have a moratorium with exceptions, or other safeguard in place. Commissioner Elliott quoted statements from a letter from the City Manager and agreed with the Mayor that there should be something in place, but was unsure what that would look like. A short discussion was held regarding possible steps moving forward regarding development and the city's wastewater capacity. No further comments were offered or received. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: 07/08/2024
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B. RZ 2309-002 Wildwood East

Mayor Wolf read aloud Ordinance O2024-19, RZ 2309-002 Wildwood East. The item was presented by Development Services Director Melanie Strickland. The applicant sought approval from the City of Wildwood City Commission for a Zoning Map Amendment to change the zoning district from A10C (County), R2C (County), C-2 (City), and C-2A (City) to R-1 (City) for parcel G04-013 on 83.97 acres MOL. No comments were offered or received. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: 07/08/2024
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C. CP 2404-002 Cheng Zheng Home Site

Mayor Wolf read aloud Ordinance O2024-38, CP 2404-002 Cheng Zheng Home Site. The item was presented by Development Services Director Melanie Strickland. The applicant sought approval from the City of Wildwood City Commission for a Small Scale Comprehensive Plan Amendment request to change the Future Land Use Map designation from Agriculture (Sumter County) to Low Density Residential (City) for parcel G33-063 on

0.442 acres of land MOL. No comments were offered or received. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: 07/08/2024
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D. RZ 2404-003 Cheng Zheng Home Site

Mayor Wolf read aloud Ordinance O2024-39, RZ 2404-003 Cheng Zheng Home Site. The item was presented by Development Services Director Melanie Strickland. The applicant sought approval from the City of Wildwood City Commission for a Zoning Map amendment request to change the zoning district from RR5C (Sumter County) to R-1 (City) for parcel G33-063 on 0.442 acres of land MOL. No comments were offered or received. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: 07/08/2024
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E. AN 2406-001 Oxford Oaks Professional Plaza

Mayor Wolf read aloud Ordinance O2024-40, AN 2406-001 Oxford Oaks Professional Plaza. The item was presented by Development Services Director Melanie Strickland. The ordinance provided for the annexation of a portion of a vacated right-of-way contiguous to the City of Wildwood limits and in the Joint Planning Area with Sumter County totaling approximately 0.17 acres, MOL. No comments were offered or received. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: 07/08/2024
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F. Parking Ordinance

Mayor Wolf read aloud Ordinance O2024-41, an ordinance amending parking regulations. The ordinance made changes to where on-street parking is allowed. No comments were offered or received. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: 07/08/2024
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8. Resolutions for Approval

A. Police Department Grant Acceptance

Mayor Wolf read the title of Resolution No. R2024-11, a resolution accepting a grant that provides funds for the police department to conduct community outreach activities. The item was presented by Assistant City Manager Cassandra Smith. The grant was awarded by SECO Energy in the amount of \$50,000. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Flores
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. Temporarily Appointing Acting City Manager

Mayor Wolf read the title of Resolution No. R2024-12, a resolution designating the assistant city manager as the acting city manager during a two-week absence of the city manager. The

item was presented by City Manager Jason McHugh. McHugh stated that he would be out of the country from June 22 – July 7, 2024, while on vacation. Therefore, it would be pertinent to officially designate an acting city manager should an event happen that requires the city manager's authority to act. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

9. Financial & Contracts & Agreements

A. Kimley-Horn Amendment 6 to Work Authorization 18 for Barwick St., St. Clair St., and Huey St. Improvements

Public Works Director Jeremy Hockenbury presented the item. Hockenbury stated that the amendment authorizes Kimley Horn to provide construction phase services on the Barwick St., St. Clair St., and Huey St. Improvements project. No comments were offered or received. Vote 5-0.

RESULT:	Approved
MOVER:	Commissioner Flores
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. Osceola Forcemain Project Final Pay Application for the Amount of \$32,201.45

Assistant Utilities Director Martin presented the item. The Osceola force main and St. Clair lift station improvement project was identified in the FY24 budget to reroute the sanitary sewer flows from the Huey Street gravity system to the Trailwinds force main. The commission awarded the project to Art Walker Construction Inc. on January 22, 2024. Construction was completed and the final pay application, No. 4, was presented for approval. No comments were offered or received. Vote 5-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. Agreement with The Villages Charter School for Establishing and Funding a School Crossing Guard Program

City Manager McHugh presented an agreement with The Villages Charter School establishing a School Crossing Guard Program that would be staffed and administered by the Wildwood Police Department and would provide school crossing guards for all schools within the City's jurisdictional boundary. The agreement established a shared funding arrangement for the program. No comments were offered or received. Vote 4-1.

RESULT:	Approved
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green
NAYS:	Mayor Wolf

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

A. Set First FY 25 Budget Workshop for July 15, 2024, at 9:00am

City Manager McHugh reminded the commission that the first budget workshop was scheduled for July 15, 2024, at 9 a.m., which was consistent with the budget calendar that was previously presented.

B. Local Infrastructure Projects Construction Update - June 2024

City Manager McHugh presented the local infrastructure projects update for June.

McHugh also stated that he sent out a notification regarding the FY24-25 state budget and the city's legislative appropriations request to help fund the wastewater treatment plant project. Unfortunately, the request was vetoed along with many other utility infrastructure projects, so the city would not be receiving any funding. Additionally, he reminded everyone about the upcoming Happy Birthday America event and fireworks show.

13. Other Department Reports

None.

14. Commission Members Reports

Commissioner Elliott stated that the qualifying period for the election cycle had closed, and he was officially running unopposed. He thanked everyone for their support, spoke about input from the public on the government, and urged the public to get involved in the election process.

Commissioner Green stated there was an upcoming ECFRPC meeting, and that he does have an opponent in the election race.

15. City Attorney Reports

None.

16. Adjournment

With no further business to attend to, the meeting was adjourned at 7:35 p.m.

RESULT:	Adjourned
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

Upcoming Events

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST: _____
 Jessica Barnes, City Clerk

BY: _____
 Ed Wolf, Mayor

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
July 8, 2024 9:00 AM
CITY HALL COMMISSION CHAMBER

(meeting taped)

1. Call to Order

Attendee Name	Title	Status
Ed Wolf	Mayor	Absent
Pamala Harrison-Bivins	Mayor Pro Tem/Commissioner	Present
Joe Elliott	Commissioner	Present
Marcos Flores	Commissioner	Present
Julian Green	Commissioner	Present
Jason McHugh	City Manager	Present
Ashley Hunt	City Attorney	Present
Joshua Bills	City Attorney	Present
Cassandra Smith	Assistant City Manager/CFO	Present
Jessica Barnes	City Clerk	Present
John Walker	Captain	Present
Melanie Strickland	Development Services Director	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Assistant Utilities Director	Present
Paul Ketz	IT Director	Present

Mayor Pro Tem Bivins called the meeting to order at 9 a.m., followed by the invocation and Pledge of Allegiance.

2. Consent Agenda/Informational Items

No items were removed from the Consent Agenda. Items A - G were voted on together. No comments were offered or received. Vote 4-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

- A. Expenditure Report
- B. Minutes for Approval: April 15, 2024 Workshop
- C. PLAT 2402-004 VOSO Unit 142 Final Plat
- D. PLAT 2405-002 VOSO Unit 236 Final Plat
- E. Right-of-Way Deed for Villages of Southern Oaks Unit No. 115
- F. Right-of-Way Deed for Villages of Southern Oaks Unit Nos. 146 & 147
- G. Right-of-Way Deed for Villages of Southern Oaks Unit No. 151

3. Presentations and/or Proclamations

None.

4. Public Hearings - Timed - Legislative

A. Swear in City Staff and Public Speakers

Mayor Pro Tem Bivins swore in staff and audience members who intended to speak during the public hearings.

B. CP 2404-002 Cheng Zheng Home Site

Mayor Pro Tem Bivins read aloud Ordinance O2024-38, CP 2404-002 Cheng Zheng Home Site. The item was presented by Development Services Director Melanie Strickland. The applicant sought approval from the City of Wildwood City Commission for a Small Scale Comprehensive Plan Amendment request to change the Future Land Use Map designation from Agriculture (Sumter County) to Low Density Residential (City) for parcel G33-063 on 0.442 acres of land MOL. No comments were offered or received. Vote 4-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. AN 2406-001 Oxford Oaks Professional Plaza

Mayor Pro Tem Bivins read aloud Ordinance O2024-40, AN 2406-001 Oxford Oaks Professional Plaza. The item was presented by Development Services Director Melanie Strickland. The ordinance provides for the annexation of a portion of a vacated right-of-way contiguous to the City of Wildwood limits and in the Joint Planning Area with Sumter County totaling approximately 0.17 acres, MOL. No comments were offered or received. Vote 4-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

D. Parking Ordinance

Mayor Pro Tem Bivins read aloud Ordinance O2024-41, an ordinance amending parking regulations. The item was presented by City Manager Jason McHugh. The ordinance made changes to where on-street parking is allowed. No comments were offered or received. Vote 4-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

5. Public Hearings - Timed - Quasi-Judicial

A. RZ 2404-003 Cheng Zheng Home Site

Mayor Pro Tem Bivins read aloud Ordinance O2024-39, RZ 2404-003 Cheng Zheng Home Site. The item was presented by Development Services Director Melanie Strickland. The applicant sought approval from the City of Wildwood City Commission for a Zoning Map amendment request to change the zoning district from RR5C (Sumter County) to R-1 (City) for parcel G33-063 on 0.442 acres of land MOL. No comments were offered or received. Vote 4-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

6. Public Forum - 4 minute time limit

None.

7. Ordinances First Reading Only (No Vote)

None.

8. Resolutions for Approval

A. IT Surplus Computers & Other Equipment July 2024

Mayor Pro Tem Bivins read aloud the title of Resolution No. R2024-13, IT surplus computers and other equipment. The resolution declared certain computers, cell phones, and peripheral equipment as surplus and provided for methods of disposal of said equipment. Any equipment deemed to be of continued use would be offered for employee purchase, listed on a surplus auction site, or donated. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Elliott
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

9. Financial & Contracts & Agreements

A. Wildwood Community Center Office Space Renovations in the Amount of \$56,900.70

Parks & Recreation Director Kellem presented a request to renovate space in the Community Center to create new office space for staff. Public Works staff will complete the renovations, with the workstations to be purchased from Ernie Morris under state contract at a cost of \$56,900.70. Commissioner Elliott commented that he believed it would be money well spent. No further comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. Ashley Water Treatment Plant Well No. 2 Project Pay Application No. 2 for the Amount of \$50,825.00

Assistant Utility Director Martin presented pay application No. 2 for the Ashley Water Treatment Plant in the amount of \$50,825. Martin stated that he expected the next pay app request would be the final for the project. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Elliott
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. Continental Wastewater Treatment Plant Decommissioning and SR 44 Force Main Pay App No. 6 in the Amount of \$101,489.06

Assistant Utility Director Martin presented pay application no. 6 for the Continental Wastewater Treatment Plant Decommissioning and SR44 Force Main project in the amount of \$101,489.06. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

D. Purchase of Two 11Hp Pumps for the Dublin Lift Station for the Amount of \$35,637.00

Assistant Utility Director Martin presented a request for the purchase of two 11hp pumps for the Dublin Lift Station for the amount of \$35,637.00. Commissioner Elliott questioned if one would be a spare or if both would be operational, to which Martin responded both would be operational. No further comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

E. Design Services Authorization with Ohlson Lavoie Corporation (OLC) for a Public Works Substation in the Amount of \$54,000

Public Works Director Hockenbury presented an authorization for design services by Ohlson Lavoie Corporation (OLC) for a Public Works substation for \$54,000. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

F. St Clair Street Improvements Project Pay Application 3 in the Amount of \$205,081.06

Public Works Director Hockenbury presented pay application #3 for the St Clair Street Improvements project in the amount of \$205,081.06. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Elliott
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

G. Authorization for Engineering Services with Halff to Complete Powell St Drainage Review in the Amount of \$22,245

Public Works Director Hockenbury presented an authorization for engineering services with Halff to complete a review of the Powell Street drainage in the amount of \$22,245. Commissioner Elliott questioned what other areas they would be looking at. Hockenbury responded that the requested authorization was for Powell Street only. No further comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Elliott
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

H. Huey Street Improvement Project Change Order #1 in the Amount of \$38,179.65

Public Works Director Hockenbury presented Change Order #1 for the Huey Street Improvements project in the amount of \$38,179.65. The change order was issued due to utility conflicts found in the field while installing the new 8-inch water main. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

I. Change Order/Invoice Approval in the Amount of \$130,421.42 Regarding the Blount/Parkview Shared Stormwater Pond Construction

Public Works Director Hockenbury presented a change order/invoice approval in the amount of \$130,421.42 for the construction of a shared stormwater pond on the Blount/Parkview property. The change orders to the developer's contract will reimburse the developer for the procurement and contract services to complete the installation of the agreed upon project elements of accent lighting and pond fountains. The components of the change orders were intended to be installed by the City during the construction of the park improvements, but that construction activity will not occur until later in the fiscal year. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Flores
SECONDER:	Commissioner Green
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

J. Main Street Parking Garage Pay Applications #5 and #6, and Change Order #3 Totaling \$902,771.82

Development Services Director Strickland presented pay applications #5 and #6, as well as change order #3 for the Main Street Parking Garage project totaling \$902,771.82. Change order #3 provided for a contract value increase of \$37,539.78, which reflected contract cost increases and deductions. The increases were due to minor plan revisions, removal of additional existing foundation material, and design-builder fees. The deductions consisted of electrical modifications and a credit for the builder's use of city property for the construction trailer and laydown yard. Strickland also provided an update on the parking garage and railcard projects. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

City Manager McHugh thanked Assistant City Manager/CFO Smith for filling in for him while he was out of the country and stated he was glad to be back. He reminded the commission of the workshop coming up on Monday and provided an overview of the items that would be included.

13. Other Department Reports

None.

14. Commission Members Reports

Commissioner Elliott attended the July 3rd event and thought it was great. He also stated he attended an LSMPO meeting, where FDOT presented, and he provided a summary of the presentation.

Commissioner Green received great reviews of the Happy Birthday America event and really enjoyed the event.

Mayor Pro Tem Bivins mirrored the event comments and reviews. She stated she looked forward to the city's events getting better and better. She especially appreciated how things were handled for special needs attendees.

15. City Attorney Reports

None.

16. Adjournment

With no further business to attend to, the meeting was adjourned at 9:40 a.m.

RESULT:	Adjourned
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

Upcoming Events

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST: _____
Jessica Barnes, City Clerk

BY: _____
Ed Wolf, Mayor

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: PLAT 2408-004 VOSO Unit 184 Final Plat

REQUESTED ACTION: Staff recommends approval.

CONTRACT: Vendor/Entity:
Effective Date: Termination Date:
Managing Division/Department:

BUDGET IMPACT:

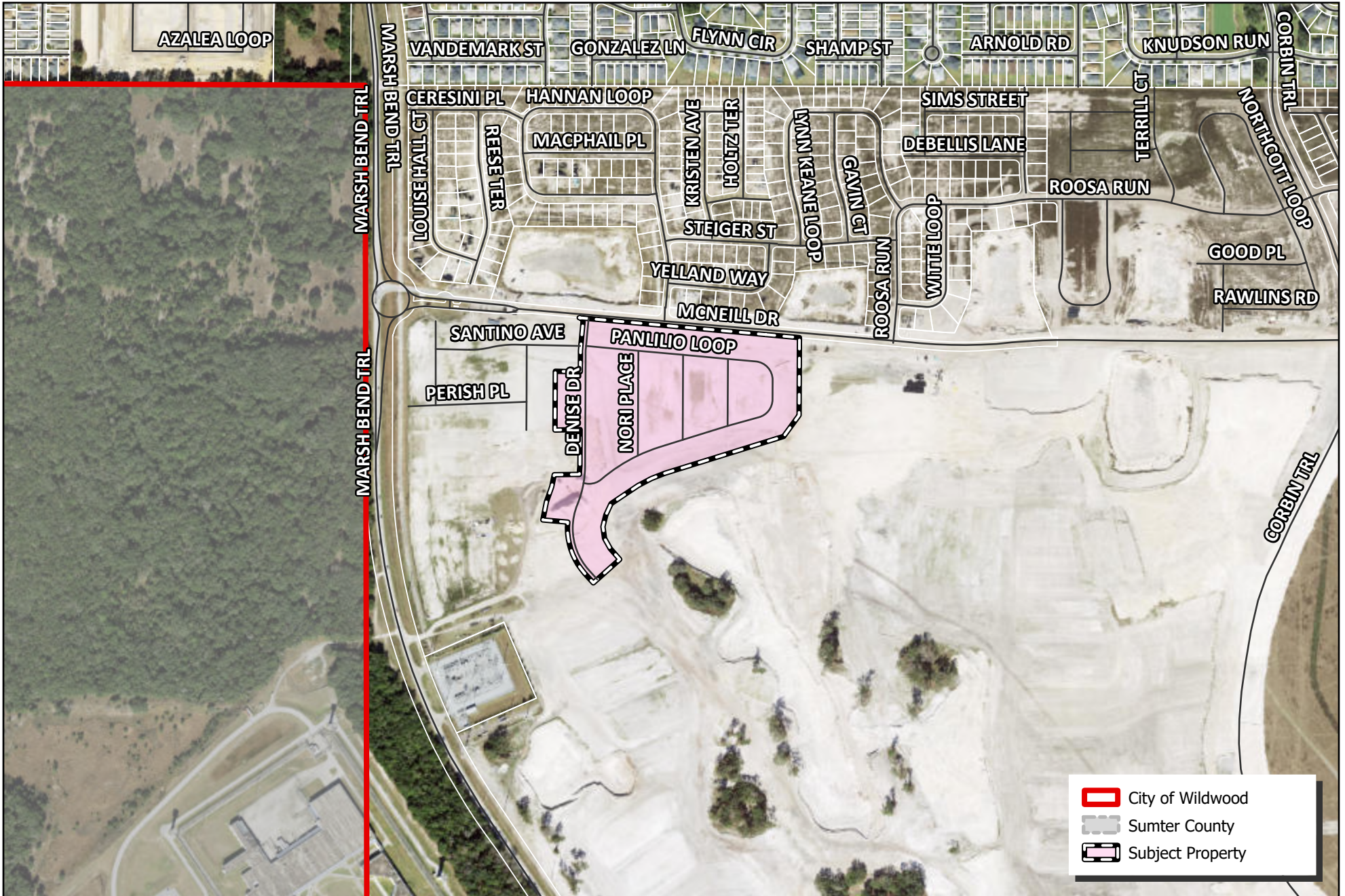
HISTORY/FACTS/ISSUES:

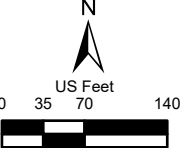
Case Number	PLAT 2408-004 VOSO Unit 184 Final Plat
Owner/Applicant(s)	The Villages Development Company, LLC
Acreage	19.02 +/-
Property Location	The subject property is generally located approximately 0.18 miles east of the Marsh Bend Trail and McNeil Dr Roundabout.
Parcel	K03-005
Date	September 16, 2024

The applicant is seeking approval from the City Commission for the VOSO Unit 184 Final Plat, a subdivision consisting of 85 lots and 1 tract, per the attached plans.

Plat 2408-004 meets the criteria set forth in the F.S. 177, the Villages of Southern Oaks 163 Agreement, the Land Development Regulations, and is consistent with the goals, objectives, and policies of the 2050 Comprehensive Plan.


Amanda Bondi
Planner II, Development Services



 WILDWOOD FLORIDA	CITY OF WILDWOOD 100 North Main Street Wildwood, FL 34785 Phone: (352) 330-1330 www.wildwood-fl.gov	 N US Feet 0 35 70 140	PLAT 2408-004 VOSO - UNIT 184 FINAL PLAT PARCEL K03-005	MAP 1B LOCATION MAP AUG 2024
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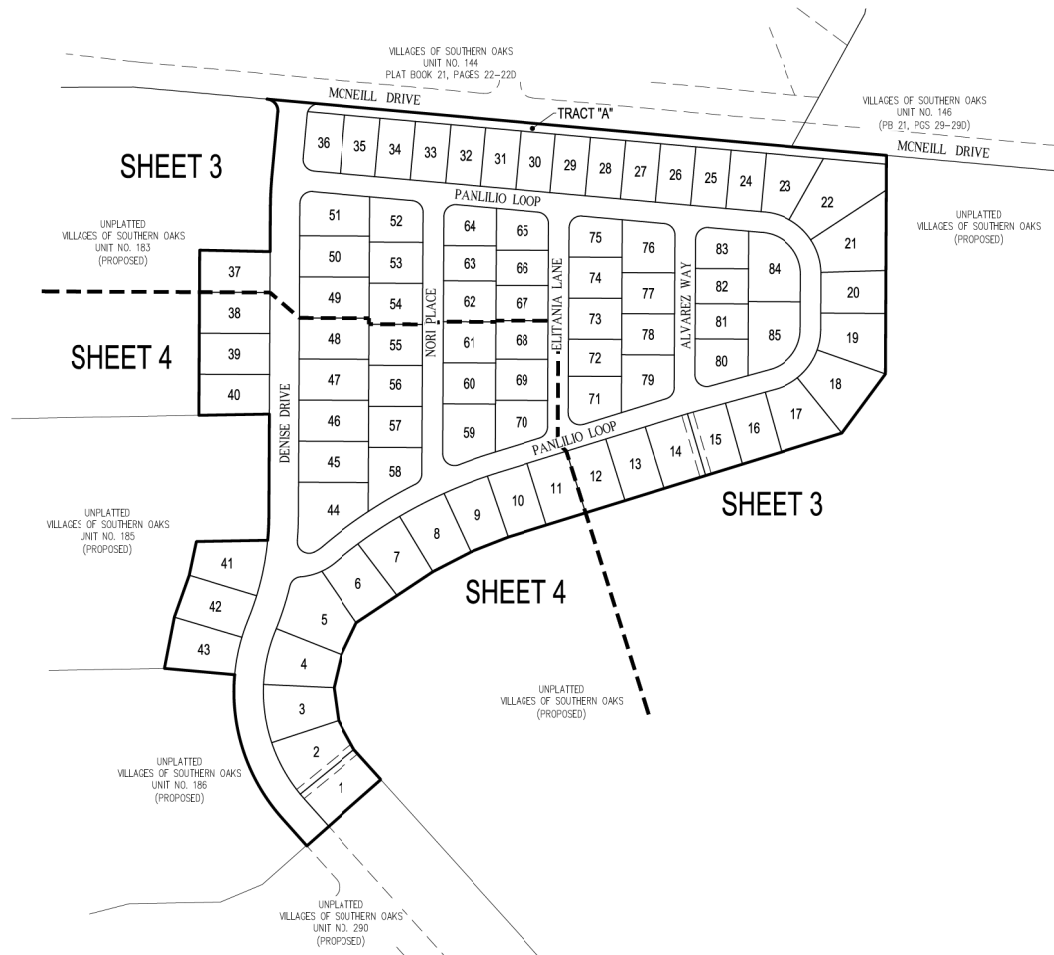
VILLAGES OF SOUTHERN OAKS UNIT NO. 184

SECTION 3, TOWNSHIP 20 SOUTH, RANGE 23 EAST,
CITY OF WILDWOOD, SUMTER COUNTY, FLORIDA.

SHEET 2 OF 4

PLAT BOOK _____
PAGE _____

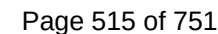
KEY MAP



TRACT TABLE		
TRACT	SQ. FT.	ACREAGE
A	14,780	0.34

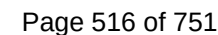
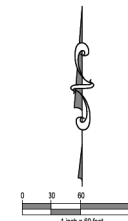
LEGEND	
■	INDICATES 4" X 4" X 24" CONCRETE PERMANENT REFERENCE MONUMENT (P.P.M.) FOUND AS NOTED.
□	INDICATES 4" X 4" X 24" CONCRETE PERMANENT REFERENCE MONUMENT (P.P.M.) OR 5/8" IRON PIN AND CAP SET L.S. #488.
●	INDICATES P.M. NAIL AND IRON PERMANENT CONTROL POINT (P.C.P.) TO BE SET WITHIN ONE YEAR OF THE DATE THIS PLAT IS RECORDED.
○	INDICATES 5/8" IRON PIN AND CAP TO BE SET IN ACCORDANCE WITH SECTION 177.09(1) FLORIDA STATUTES.
(SEE NOTE #1)	
CS	INDICATES CURVE NUMBER IN CURVE TABLE.
LS	INDICATES LINE NUMBER IN LINE TABLE.
Δ	INDICATES DELTA (CENTRAL ANGLE OF CURVE).
CS	INDICATES CHORD BEARING.
CH	INDICATES CHORD DISTANCE.
L	INDICATES ARC LENGTH.
DOB	INDICATES OFFICIAL RECORDS BOOK.
PC	INDICATES POINT OF CURVATURE.
POC	INDICATES POINT ON CURVE.
R	INDICATES RADIUS LENGTH.
(R)	INDICATES RADIAL LINE.
PCC	INDICATES POINT OF COMPOUND CURVATURE.
PRC	INDICATES POINT OF REVERSE CURVATURE.
PT	INDICATES POINT OF TANGENCY.
DBA	INDICATES DRAINAGE RESERVATION AREA FOR STORMWATER MANAGEMENT INCLUDING CONVEYING PIPES.
UFE	INDICATES GATE FACILITIES EXEMPTED BY THE DEVELOPER AND ITS ASSIGNS.
SE	INDICATES SPECIAL EXEMPTION RESERVED BY DEVELOPER AND ITS ASSIGNS, FOR LANDSCAPING AND/OR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF WATER, SANITARY SEWER, ELECTRIC, TELEPHONE, GAS OR OTHER UTILITIES AND/OR DRAINAGE FACILITIES AND/OR WALL FENCING AND/OR GOLF CART PATHS. DEVELOPER COVENANTS PUTTING H.W.A.C. AND SIMILAR EQUIPMENT WITHIN THE EASEMENT AREA. UTILITY PROVIDERS UTILIZING SUCH EXEMPTION AREA COVENANT, AS A CONDITION OF THE RIGHT TO USE SUCH EXEMPTION, NOT TO INTERFERE OR OBTAIN SUCH EQUIPMENT INSTALLED WITHIN THE EASEMENT AREA.
SME	INDICATES SIGN MAINTENANCE EXEMPTION RESERVED BY DEVELOPER AND ITS ASSIGNS FOR INSTALLATION AND MAINTENANCE OF SIGNAGE.

PREPARED BY: **CFB** CLYMER FARNER BARLEY
SURVEYING
4450 NE 89TH ROAD - WILDWOOD, FL 34785
(352) 748-5128 180498

PLAT BOOK _____
PAGE _____

PLAT BOOK _____
PAGE _____

TRACT TABLE		
TRACT	SQ FT	ACREAG
A	14,780	0.34



CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: SP 2403-007 Highfield at Twisted Oaks Amenity Center

REQUESTED ACTION: The Planning and Zoning Board/Special Magistrate recommends approval.

CONTRACT:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

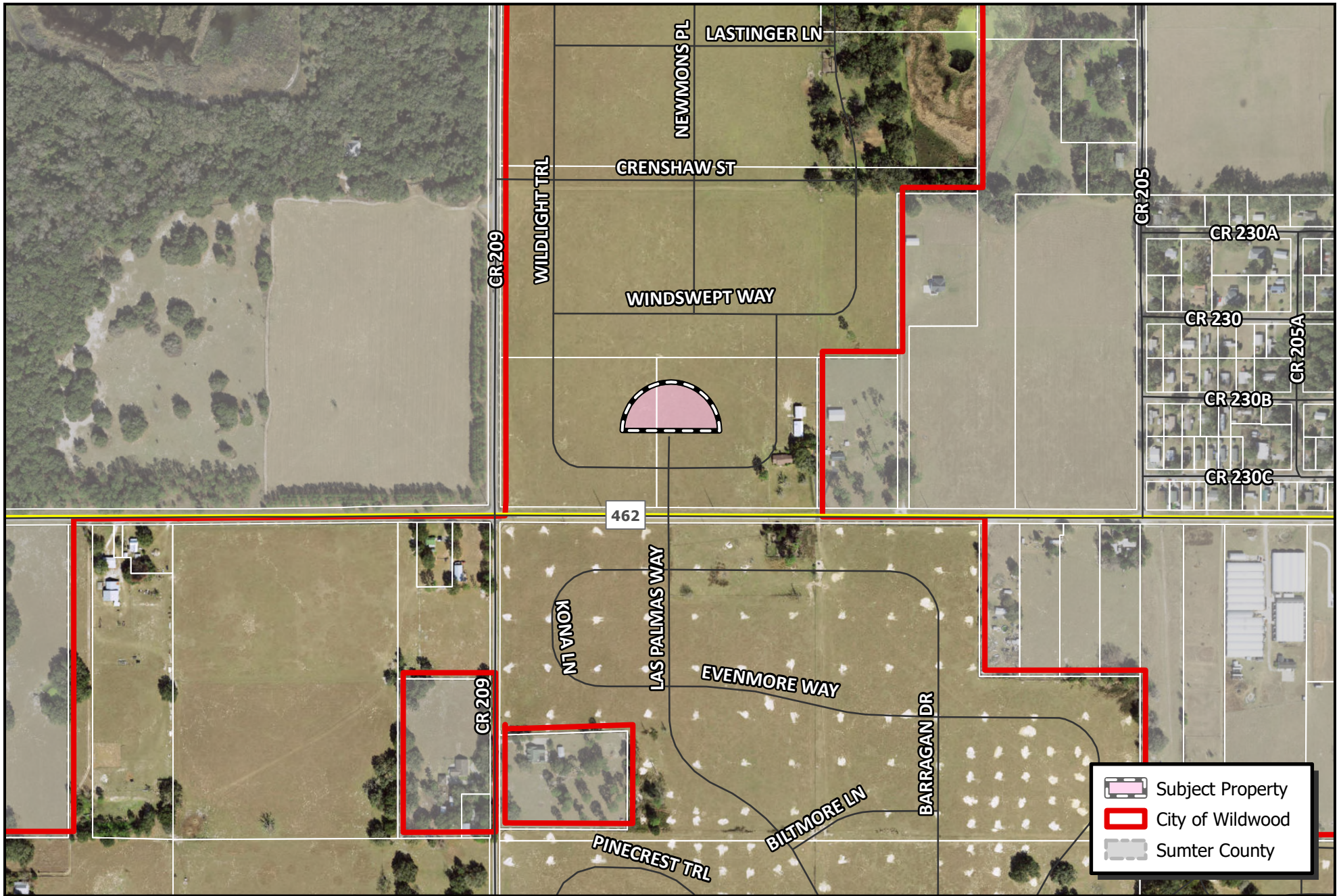
Case Number	SP 2403-007 Highfield at Twisted Oaks Amenity Center
Owner(s)	KL Highfield, LLC
Applicant(s)	Morris Engineering & Consulting, LLC
Acreage	1.442 +/-
Property Location	The subject property is generally located approximately 0.13 miles northeast of the CR 209 and E C 462 intersection.
Parcel(s)	Portion of D30-030 & D30-031
Date	September 9, 2024

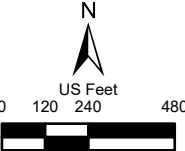
The applicant is seeking approval from the City Commission for the Highfield at Twisted Oaks Subdivision Amenity Center, consisting of a 580 SF amenity building, a 4,651 SF pool with pool deck, a 6,100 SF dog park with two sections for small and large dogs, a 3,655 SF play structure area, and a mail collection with associated infrastructure, per the attached plans. Highfield at Twisted Oaks residences will also have access to the Twisted Oaks Amenity Center located approximately 0.42 miles southeast of this development.

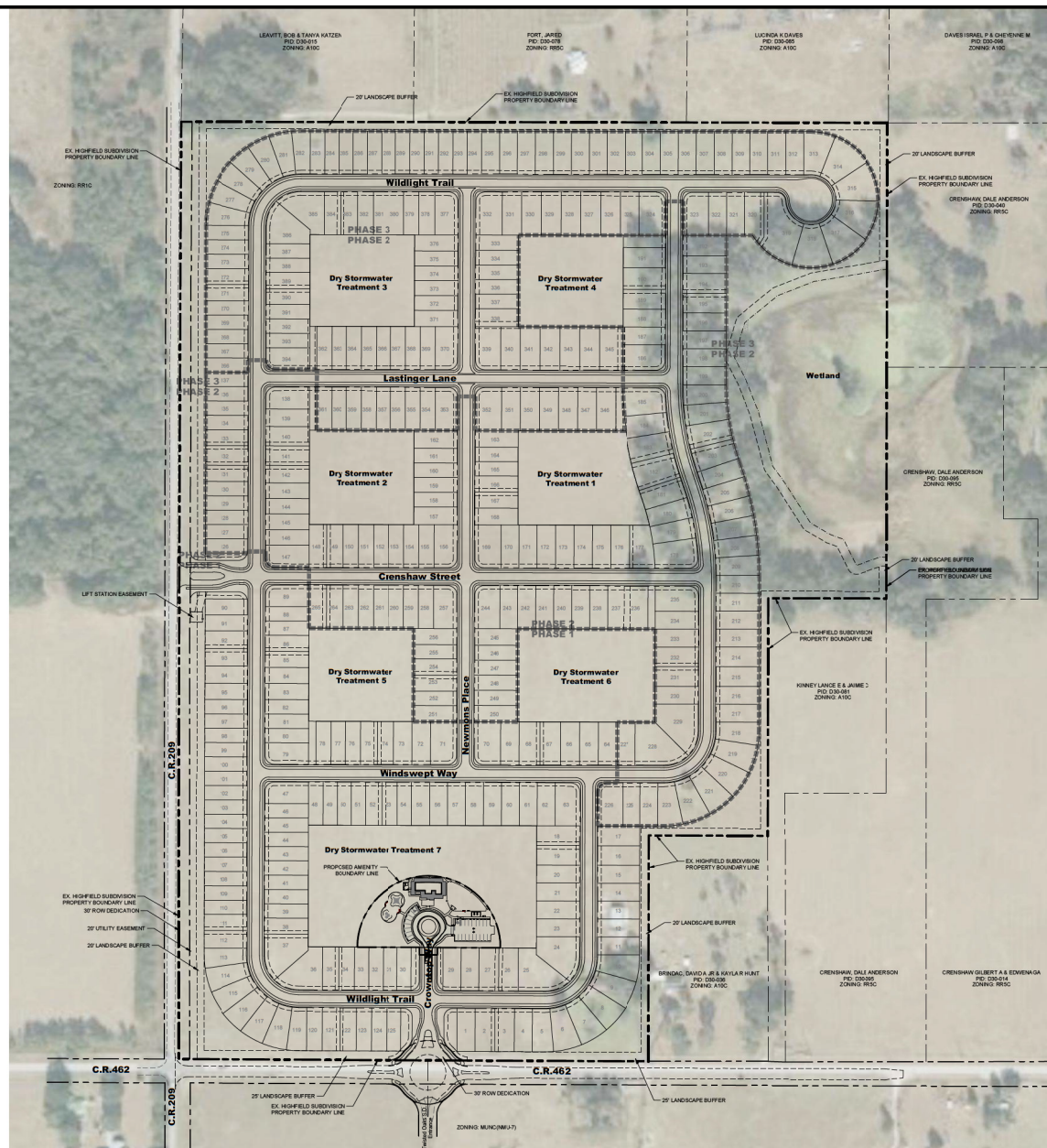
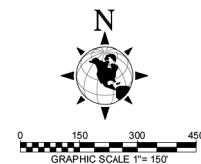
SP 2403-007 meets the criteria set forth within the Land Development Regulations, the Design District Standards, and is in line with the goals, objectives, and policies within the 2050 Comprehensive Plan.



Amanda Bondi
Planner II, Development Services



 WILDWOOD FLORIDA	CITY OF WILDWOOD 100 North Main Street Wildwood, FL 34785 Phone: (352) 330-1330 www.wildwood-fl.gov	 US Feet 0 120 240 480	SP 2403-007 HIGHFIELD AT TWISTED OAKS AMENITY CENTER PORTION OF PARCELS D30-030 & D30-031	MAP 1B LOCATION MAP JUN 2024
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			MORRIS ENGINEERING AND CONSULTING, LLC Civil Engineering and Land Development Consulting 1997 Professional Parkway East, Suite B, Lakewood Ranch, Florida 34201 P.O. Box 444-64 www.morrisingeering.net		DATE 07/26/2023	AERIAL SITE MAP HIGHFIELD AMENITY CITY OF WILDWOOD, FLORIDA	SCALE 1"=50' SEC-TWP-RNG D-16S-23E SHEET OF 3 12
					PROJECT HF		
					DRAWING AER		
					DRAWN CHECKED		
NO.	DATE	REVISION DESCRIPTION	BY				

DRY STORMWATER TREATMENT #7



0 20 40 60
GRAPHIC SCALE 1"=20'

SITE DATA

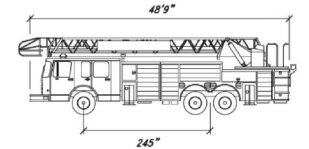
- SUMTER COUNTY PROPERTY APPRAISER PARCEL IDENTIFICATION NUMBERS: D30-031, D30-030
 - PROPERTY ADDRESS: 3220 EAST C.R. 482, WILDWOOD, FLORIDA 34785, SECTION 30, 31, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.
 - SOIL: VERY LOOSE, BROWN TO LIGHT BROWN FINE (SP)
 - ALL ELEVATIONS REFER TO THE NORTH AMERICAN VERTICAL DATUM (NAVD8) 1988.
 - ZONING: R-4
 - FLU MMR
 - THE PROPERTY LIES IN THE FLOOD ZONE "X" OF THE FLOOD INSURANCE RATE MAP (FIRM), COMMUNITY-PANEL NUMBER 121900088D (FIRM INDEX DATED 09/27/13), SUBJECT TO VERIFICATION.
 - PROPOSED LAND USE: AMENITY CENTER, PRIVATELY OWNED AND MAINTAINED.
 - BUILDING HEIGHT: 1 STORY 22'
 - AMENITY LISTS: CABANA & POOL, SMALL DOG PARK, LARGE DOG PARK, TOT LOT, MAIL COLLECTION & PARK BENCHES FOR BIRD WATCHING. EMPLOYEES ARE NOT PROPOSED WITH AMENITY PROJECT.
 - PROJECT AREA: TOTAL: 1.44 ACs
PERVIOUS: 60.52%
IMPERVIOUS: 39.48%
 - FLOOR AREA RATIO/FAR: 0.01%
 - PARKING: 27 STALLS INCLUDING 2-ADA
 - BUILDING CONSTRUCTION TYPE: TYPE V-B UNPROTECTED - NON-SPRINKLERED
- SIGN LEGEND
 (1) STOP (R1-1), 36"x36"
 (2) DISABLED PARKING W/ FINE (FDDT FTP-20-08 & FTP-20-06) PER FLORIDA STATUTE 353.5041 (12'X18' & 6'X12')
 PAVEMENT MARKINGS PER FDOT INDEX 711-001 (PAVEMENT MARKINGS). SIGNS PER FDOT INDEX 700-010 (SINGLE COLUMN GROUND SIGNS) & INDEX 700-101 (PLACEMENT OF SINGLE COLUMN SIGNS).
- STRIPING LEGEND
 (3) 24" WHITE STOP LINE

LEGAL DESCRIPTION

DESCRIPTION: A PARCEL OF LAND LYING IN SECTION 30, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

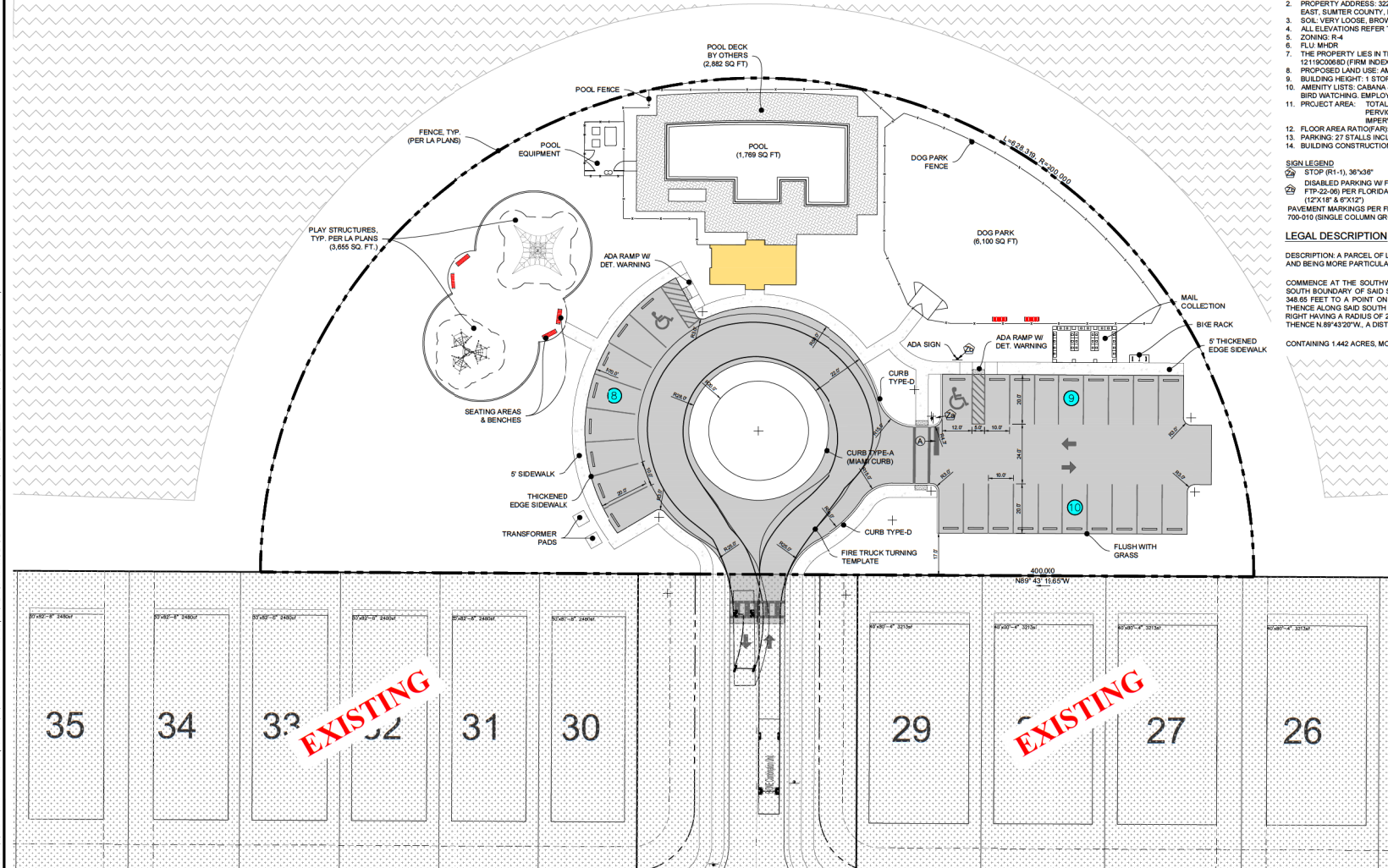
COMMENCE AT THE SOUTHWEST CORNER OF SECTION 30, TOWNSHIP 18 SOUTH, RANGE 23 EAST; THENCE ALONG THE SOUTH BOUNDARY OF SAID SECTION 30, 5.89°45'4"E, A DISTANCE OF 509.94 FEET; THENCE N 0°14'0"E, A DISTANCE OF 348.65 FEET TO A POINT ON THE SOUTH BOUNDARY OF PROPOSED TRACT D-7 ALSO BEING THE POINT OF BEGINNING; THENCE ALONG SAID SOUTH BOUNDARY RUN EASTERLY, 628.32 FEET ALONG THE ARC OF A NON-TANGENT CURVE TO THE RIGHT HAVING A RADIUS OF 200.00 FEET AND A CENTRAL ANGLE OF 180°00'00" (CHORD BEARING S 89°47'20"E, 400.00 FEET); THENCE N 89°45'20"W, A DISTANCE OF 400.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 1.442 ACRES, MORE OR LESS.



FIRE TRUCK PROFILE

95 FT. PLATFORM
 HEIGHT: APPROX. 14.5 FT.
 LENGTH: 48 FT. 9 IN.
 TIRE CURB CLEARANCE: 36 FT. 2 IN.
 S.A.E. TURNING CLEARANCE: 35 FT. 6 IN.
 PLATFORM CLEARANCE: 42 FT. 11 IN.
 MINIMUM RISE RADIUS: 21 FT. 6 IN.
 245 IN. WHEEL BASE
 WIDTH OF CHASSIS: 8 FT. 4 IN.
 WIDTH OF BODY: 9 FT. 6 IN.



			M MORRIS ENGINEERING AND CONSULTING, LLC Civil Engineering and Land Development Consulting 6997 Professional Parkway East, Suite 10, Lakeland Ranch, Florida 34240 CA 23780 941-444-6641 www.morrisengineering.net		DATE 03/01/2024 PROJECT HF DRAWING DRAWING MSP DRAWN IS CHECKED SK		MASTER SITE PLAN HIGHFIELD AMENITY CITY OF WILDWOOD, FLORIDA				SCALE 1"=20' SEC-TWP-RNG 30-18S-23E SHEET OF 4 12	
13	07/11/24	REVISED PER CITY COMMENTS DATED JULY 8, 2024	SJK									
12	06/25/24	REVISED PER CITY COMMENTS DATED JUNE 13, 2024	SJK									
NO.	DATE	REVISION DESCRIPTION	BY									

[illegible]

SCALE: 1" = 20'

0' 10' 20' 40'

ENTER HEREIN EXPRESSLY RESERVING HIS COPYRIGHT AND OTHER PROPERTY RIGHTS IN THESE PLANS, THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER



Digitally signed by Todd W Bonnett
Date: 2004.07.09 11:25:48 -04'00'

Highfield
Landscape Architecture
Highfield TO, LLC.
City of Wildwood, Florida
TAVOIT PLAN

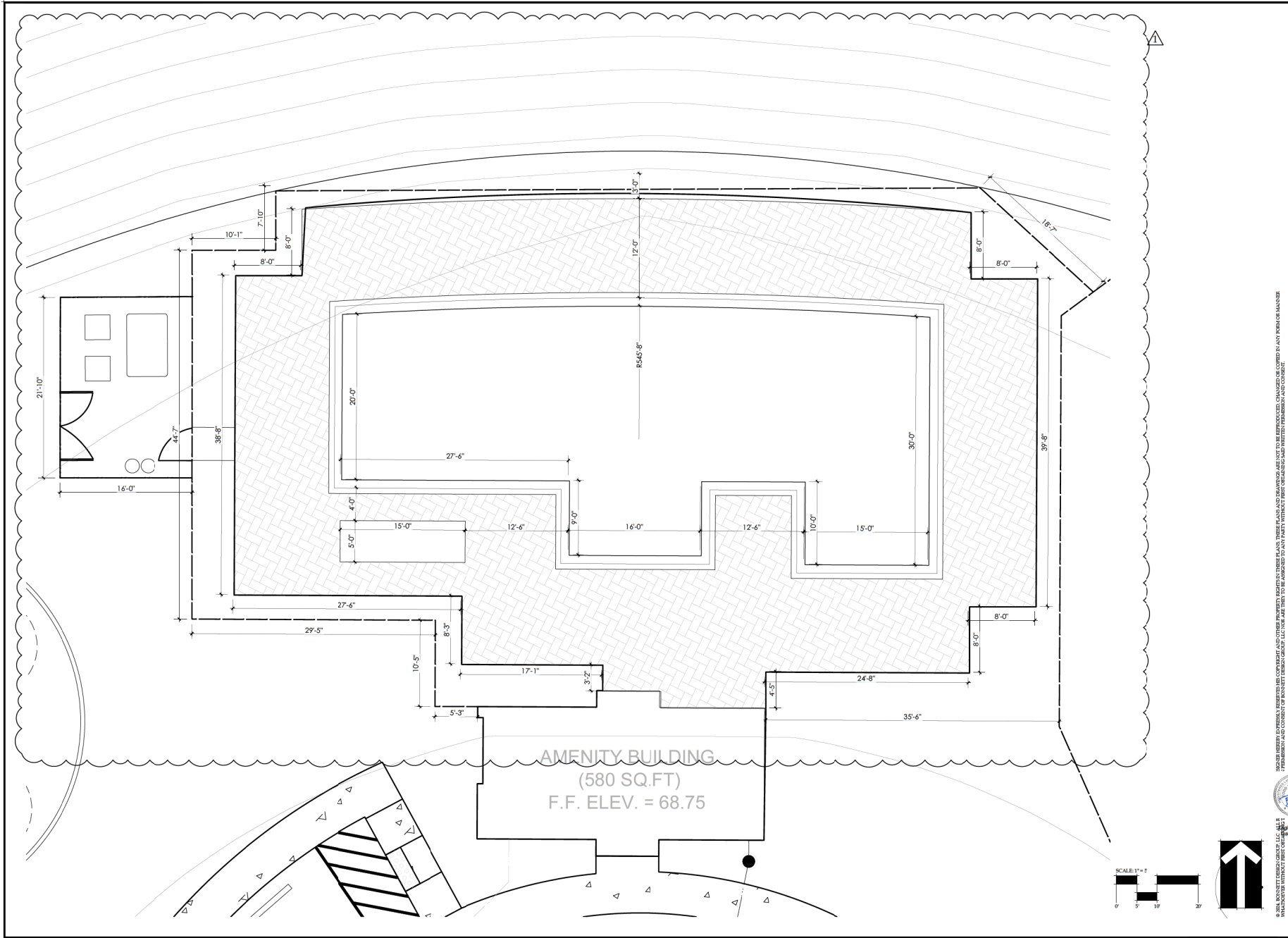
REVISIONS:

1	City Comments 05-14-2021
2	City Comments 06-18-2021
3	City Comments 07-09-2021

by signed by Todd W Bonnett
2004.07.09 11:25:48-04'00"

L201

DRAWING PICTURED: 7/4/2024 10:18:34 AM
S:\DRAWING\PROJECTS\KIDNEY GROUP\2023\2023 TALONSTER HARBORVIEW AND TALONSTER HARBORVIEW LAKES - AMENITY RENOVATIONS.dwg



BONNETT design group, llc
landscape architecture
community planning
F.L.C. 26000341
400 South Orlando Ave. Suite 201
Maitland, FL 32751
407-622-1588 voice

Highfield
Landscape Architecture
KL Highfield TO, LLC.
City of Wildwood, Florida
LAYOUT PLAN - POOL DECK DIMENSIONS

AMENITY

DATE: March 15, 2024
DRAWN BY: RTM
CHECKED BY: TWB
JOB NUMBER: 2022.154

FILE NAME:
2024.07.08.1125.48.04.97

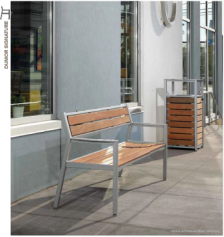
REVISIONS:
City Comments 05-14-2024



Designated by T. W. Bonnett
2024.07.08.1125.48.04.97
T. W. Bonnett, P.E.

L202

REVISIONS TO SHEET: 1. 11/15/2024 BY: JLM
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BENCH 500
BENCH 500 AS MANUFACTURED BY
DUMOR.COM OR OWNER
APPROVED EQUAL

1
L303

BENCH

SCALE: NTS

RECEPTACLE 502

TOP VIEW
RECEPTACLE 502 AS MANUFACTURED BY
DUMOR.COM OR OWNER
APPROVED EQUAL



RECEPTACLE 502
RECEPTACLE 502 AS MANUFACTURED BY
DUMOR.COM OR OWNER
APPROVED EQUAL

2
L303

BENCH & TRASH RECEPTACLE

SCALE: NTS

REGULUS

OPTION

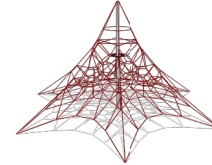


KOMPAN
LIFEPLAY
REGULUS (MODEL GX1939) AS
MANUFACTURED BY
KOMPAN.COM OR OWNER
APPROVED EQUAL

3
L303

PLAY STRUCTURE #1

SCALE: NTS



SMALL HEXAGONAL SPACENET
SMALL HEXAGONAL SPACENET (MODEL
COR36331) AS MANUFACTURED BY
KOMPAN.COM OR OWNER
APPROVED
EQUAL

4
L303

PLAY STRUCTURE #2

SCALE: NTS

D006 • DOG WASTE STATION

PARTS LIST:

- Can (1)
- Post (1)
- Dispenser (1)
- Sign/Sign Bracket (1)
- Dispenser Keys (2)
- 600 Waste Bags
- 50 Can Liners
- Hardware Pack



MODEL D006 DOG WASTE STATION AS
MANUFACTURED BY — OR OWNER
APPROVED EQUAL

6
L303

DOG WASTE STATION

SCALE: NTS



SPINNERBOWL (MODEL ELE400024) AS
MANUFACTURED BY KOMPAN.COM
OR OWNER APPROVED EQUAL

5
L303

SPINNER BOWL

SCALE: NTS

NOTE: HARDSCAPE DETAILS PROVIDED TO
DEMONSTRATE DESIGN INTENT ONLY AND ARE
NOT VALID FOR CONSTRUCTION WITHOUT
FINAL STRUCTURAL & REINFORCEMENT DESIGN.



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landscape architecture
community planning
FL LLC 26000341

400 South Orlando Ave, Suite 201
Maitland, FL 32751
407.622.1588 voice

Highfield
Landscape Architecture
KL Highfield TO, LLC.
City of Wildwood, Florida
HARDSCAPE DESIGN PLAN

AMENITY

DATE: March 15, 2024

DRAWN BY: RTM

CHECKED BY: TWW

JOB NUMBER: 2022154

FILE NAME: 2022154_HSC_DESIGN_PLAN

REVISIONS:



Designed by Todd W. Ronnett
2024.07.08 11:25:50-0400

L303

[illegible]

NOTE: MAINTAIN A 10' BUFFER
BETWEEN UTILITY MAINS AND ALL
ROOT BEARING TREES

VEHICULAR USE AREA (VUA) LANDSCAPE REQUIREMENTS (IN SF)	
TOTAL VUA	17,407
LANDSCAPE REQUIRED (10% of VUA)	1740.7
LANDSCAPE PROVIDED	5988
SURPLUS (SF)	4247.3

KEY	
	CODE REQUIRED
	ENHANCE OPTIONAL

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Maitland, FL 32751
407.622.1588 voice

Highfield
Landscape Architecture
KL Highfield TO, LLC.
City of Wildwood, Florida
LANDSCAPE PLAN

AMENITY

DATE:	March 15, 2024
DRAWN BY:	RTM
CHECKED BY:	TWB
JOB NUMBER:	2022.154

FILE NAME:
DCL1M_KUTLER ECHOFIELD LABOUR - ANNUITY ENHANCED

REVISIONS:

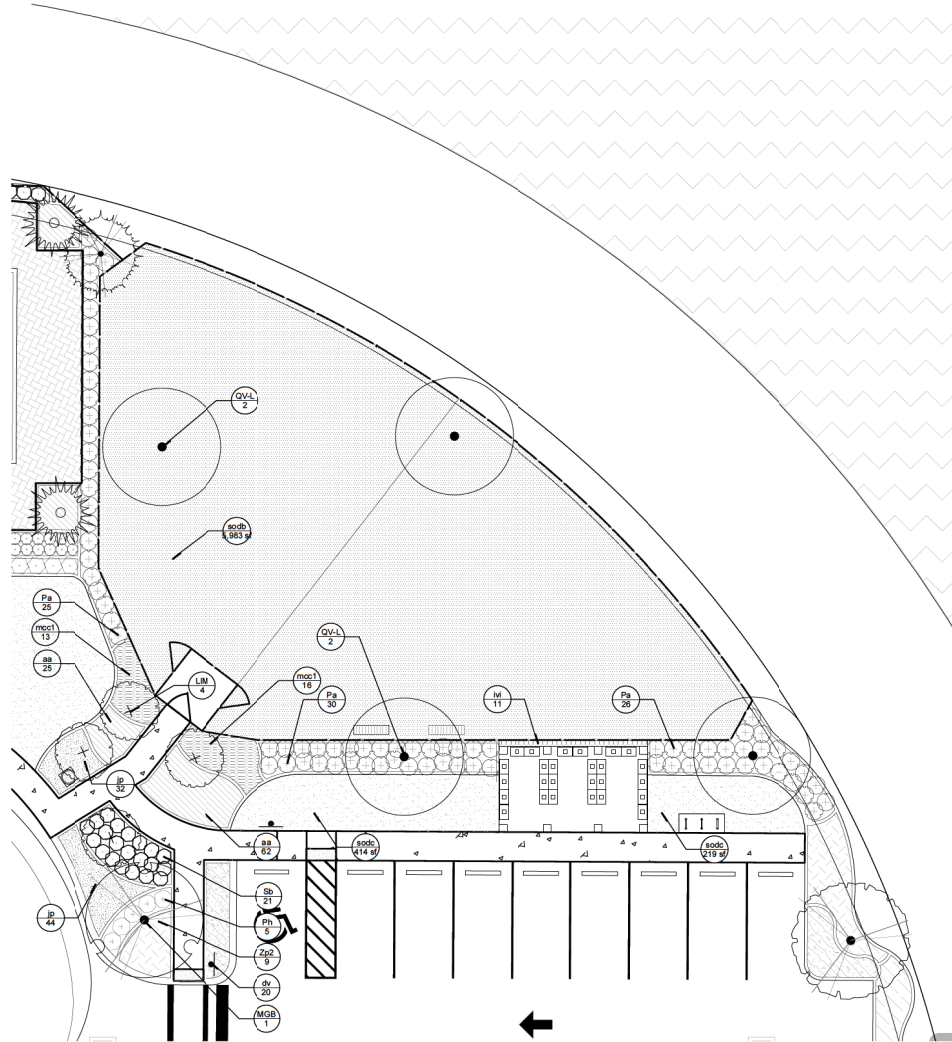
1	City Comments 05-14-2024
2	City Comments 06-18-2024
3	City Comments 07-09-2024



Digitally signed by Todd W Bonnett
Date: 2004.07.09 11:25:51-04'00'

544 W. Bennett, FLA # FL0001718

L401



NOTE: MAINTAIN A 3' LANDSCAPE FREE BUFFER AROUND ALL UTILITY VALVES, METERS, BACKFLOWS, MANHOLES, AND CLEANOUTS.

NOTE: MAINTAIN A 10' BUFFER BETWEEN UTILITY MAINS AND ALL ROOT BEARING TREES

SCALE: 1" = 10'



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DESIGNED BY: Todd W. Bonnett
DATE: 2024.07.08 11:25:53-04'00'
DRAWN BY: KL
CHECKED BY: KL
JOB NUMBER: 2022.154
THE NAME: DOG PARK
REVISIONS:



BONNETT design group, llc
landscape architecture
community planning
FL, LLC 26000341

400 South Orlando Ave. Suite 201
Maitland, FL 32751
407-622-1588 voice

Highfield
Landscape Architecture
KL Highfield TO, LLC.
City of Wildwood, Florida
LANDSCAPE PLAN - DOG PARK

AMENITY

DATE: March 15, 2024
DRAWN BY: RTM
CHECKED BY: TWB
JOB NUMBER: 2022.154

THE NAME: DOG PARK

REVISIONS:

L404

Architectural Renderings

Highfield Amenity





SITE DATA

- SUMTER COUNTY PROPERTY APPRAISER PARCEL IDENTIFICATION NUMBERS: D31-029 & D31-007
- PROPERTY ADDRESS: 8618 N US 301, WILDWOOD, FLORIDA 34785, SECTION 31, TOWNSHIP 18 SOUTH, RANGE 23 EAST
- BEARING STRUCTURE IS (S.00°00'45"W), BASED ON FLORIDA STATE PLANE WEST GRID ALONG THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.
- ALL ELEVATIONS REFER TO THE NORTH AMERICAN VERTICAL DATUM (NAVD) 1988.
- EXISTING ZONING: MMU7 (PD)
- EXISTING LAND USE: OMMU
- THE PROPERTY LIES IN THE FLOOD ZONE "A" AND "X" OF THE FLOOD INSURANCE RATE MAP (FIRM), COMMUNITY PANEL NUMBER 12119C0050 FIRM INDEX DATED 08/27/13, SUBJECT TO VERIFICATION.
- BUILDING HEIGHT: 1 STORY 22' BUILDING TYPE: V-B, 234 OCCUPANTS
- MINIMUM REQUIRED FIRE FLOW IS 2250 GPM FOR 2 HOURS.
- DEVELOPMENT AREA: 4.24 AC
- PROPOSED LAND USE: AMENITY CENTER, PRIVATELY OWNED AND MAINTAINED BY TWISTED OAKS POINTE COMMUNITY DEVELOPMENT DISTRICT
- PROJECT AREA: TOTAL: 4.36AC PERVIOUS: 1.39AC (32.0%) IMPERVIOUS: 2.96AC
- FLOOR AREA RATIO (FAR): 4.0%
- SOIL: VERY LOOSE, BROWN TO LIGHT BROWN FINE (SP)
- AMENITIES: (1) OUTDOOR PERSONAL TRAINING AREA, (2) INDOOR COMMUNITY FITNESS FACILITY, (3) OUTDOOR COVERED COMMUNITY ACTIVITY ROOM WITH BAR AREA, (4) INDOOR COMMUNITY ACTIVITY & FLEX SPACE AREA, (5) DOG PARK, (6) FAMILY RECREATIONAL AND SWIMMING AREA, (7) ADULT RECREATIONAL AND SWIMMING AREA, (8) SMALL SECLUDED OUTDOOR GATHERING AREA, (9) PLAYGROUND AND TOT LOT ACTIVITIES, (10) LARGE SECLUDED OUTDOOR GATHERING AREA, (11) PICKLEBALL COURTS X4, (12) LARGE OPEN PLAY FIELD WITH PARK BENCH, (13) SECLUDED PARK BENCH, (14) OUTDOOR WALKING NATURE TRAILS, (15) SECLUDED PARK BENCH, (16) BIRD WATCHING WITH BENCH
- PARKING: VEHICLE PARKING = 54 STALLS GOLF CART PARKING = 11 STALLS TOTAL PROPOSED = 65 STALLS

SIGN LEGEND

- 2a STOP (R1-1) 36"x30"
- 2b DISABLED PARKING W/ FINE (FDDT FTP-20-06 & FTP-22-06) PER FLORIDA STATUTE 553.041 (17'X4'6" & 4'X12")

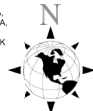
PAVEMENT MARKINGS PER FOOT INDEX 711-001 (PAVEMENT MARKINGS), SIGNS PER FOOT INDEX 700-010 (SINGLE COLUMN GROUND SIGNS) & INDEX 700-01 (PLACEMENT OF SINGLE COLUMN SIGNS).

STRIPING LEGEND

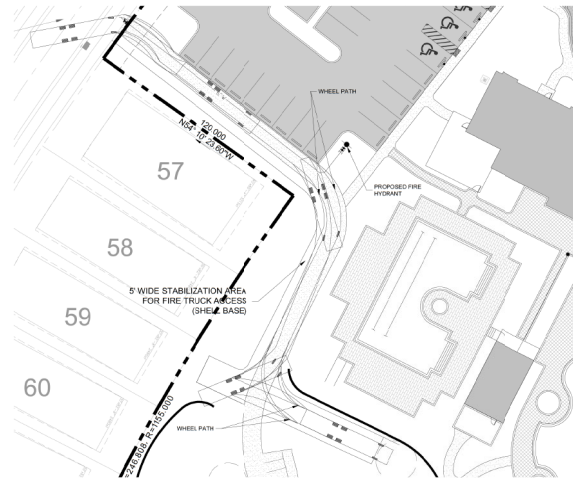
- A 24" WHITE STOP LINE

LEGEND

- | | |
|-------|--------------|
| CONC. | CONCRETE |
| CORR. | CORRUGATED |
| ELEC. | ELECTRIC |
| EX. | EXISTING |
| INV. | INVERT |
| LF | LINEAR FEET |
| PE | POLYETHYLENE |
| PR. | PROPOSED |
| SAN. | SANITARY |
| STW. | STORM |
| TYP. | TYPICAL |
| UTL. | UTILITY |

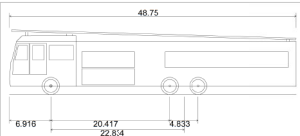


GRAPHIC SCALE 1"=30'



FIRE LADDER TRUCK TURNING TEMPLATE

SCALE: 1"=30'



E-ONE HP95 Mid Mount - Sumter County
Overall Length 48.750ft
Overall Width 8.333ft
Overall Body Height 11.000ft
Min Body Ground Clearance 1.393ft
Track Width 8.333ft
Lock-to-lock time 6.00s
Curb to Curb Turning Radius 35.500ft

NO.	DATE	REVISION DESCRIPTION	BY
01	05/19/24	ISSUED PER CITY COMMENTS	170
02	05/06/24	ISSUED PER CITY COMMENTS	100



MORRIS ENGINEERING AND CONSULTING, LLC
Civil Engineering and Land Development Consulting
6997 Professional Parkway East, Suite 20, Sarasota, Florida 34240 C.A. 36780 Tel: 444-6644 www.morrisengineering.com

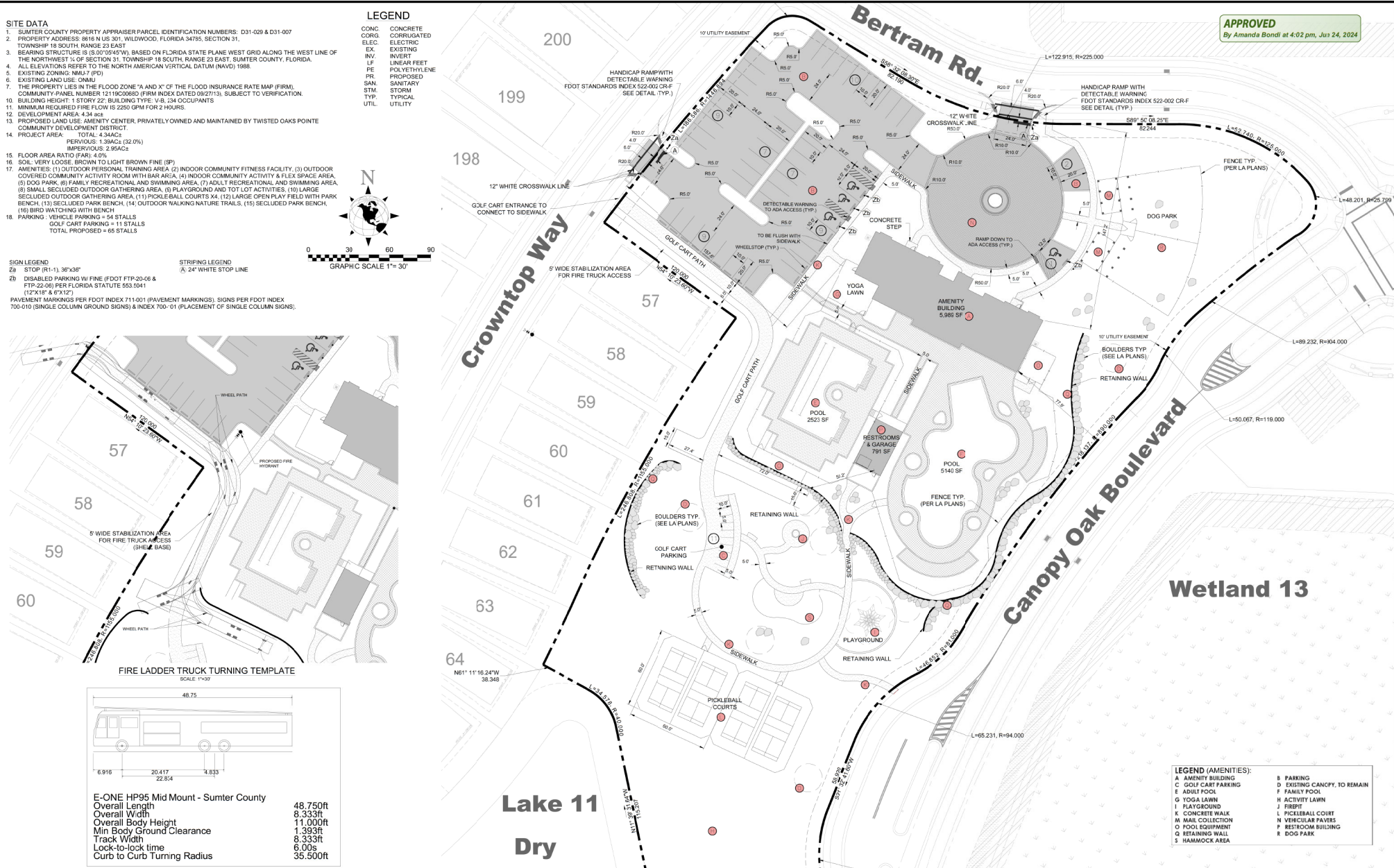
DATE	05/16/2024
PROJECT	TO AMEN
DRAWING	DS TO MD
DRAWN	EDC
CHECKED	MD

SITE PLAN

TWISTED OAKS AMENITY CENTER
CITY OF WILDWOOD, FLORIDA

APPROVED

By Amanda Bondi at 4:02 pm, Jun 24, 2024



- | | |
|----------------------------|------------------------------|
| LEGEND (AMENITIES): | |
| A AMENITY BUILDING | B PARKING |
| C GOLF CART PARKING | D EXISTING CANOPY, TO REMAIN |
| E ADULT POOL | F FAMILY POOL |
| G YOGA LAWN | H ACTIVITY LAWN |
| I PLAYGROUND | J FIRE PIT |
| K CONCRETE WALK | L PICKLEBALL COURT |
| M MAIL COLLECTION | N VEHICULAR PAVES |
| O POOL EQUIPMENT | P RESTROOM BUILDING |
| Q RETAINING WALL | R DOG PARK |
| S HAMMOCK AREA | |

SCALE	1"=30'
SEC. - TYPING	31-185-128
SHEET	OF
5	10

City of Wildwood, Florida

Planning & Zoning Board/Special Magistrate

The case below was heard on Tuesday, September 3, 2024, by the Special Magistrate. The applicant is seeking a favorable recommendation from the City of Wildwood Planning and Zoning Board/Special Magistrate for the Highfield at Twisted Oaks Subdivision Amenity Center consisting of a 580 SF amenity building, a 4,651 SF pool with pool deck, a 6,100 SF dog park with two sections for small and large dogs, a 3,655 SF play structure area, and a mail collection with associated infrastructure, per the attached plans. Highfield at Twisted Oaks residences will also have access to the Twisted Oaks Amenity Center located south of this development on 1.442 acres, MOL. The subject property is generally located approximately 0.13 miles northeast of CR 209 and E C 462 intersection.

Case Number: SP 2403-007 Highfield at Twisted Oaks Amenity Center

Applicant(s): Morris Engineering & Consulting, LLC

Owner(s): KL Highfield, LLC

Parcel(s): Portion of D30-030 & D30-031

Under Land Development Regulation (LDR) § 1.7(B)(1), the Planning and Zoning Board/Special Magistrate has a duty to make a recommendation to the City Commission on all proposed site plans.

Based upon the testimony, evidence, and information presented as to the criteria set forth in LDR § 4.4, the Special Magistrate

☒ recommends approval.

☐ recommends approval with the following conditions:

☐ recommends denial.

Dated: September 3, 2024


Lindsay C.T. Holt
Special Magistrate, City of Wildwood

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Special Event Request for Mr. Swindle's Traveling Peculiarium

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT: N/A

HISTORY/FACTS/ISSUES:

Salto Entertainment, LLC is proud to present The Great Mr. Swindle's Traveling Peculiarium and Drink-ory Garden to the City of Wildwood. This 90-minute performance is a unique blend of classic vintage amusement, live acrobats, and comedy.

The Parks and Recreation Department has the ability to approve special event permits through the City of Wildwood's Ordinance Chapter 11, Article I, Section 11-14 (Issuance of permits for temporary uses and special events). Due to its unique requirements, the Department is seeking additional approval to permit this specific event. It will take place over an extended period from Thursday, March 27, 2025, to Sunday, April 6, 2025, with the potential to extend show dates based on community demand. The production company has requested that large equipment and trailers be left at Millennium Park while the shows are being run. The Department has confirmed that the equipment placement will not affect irrigation systems or utilities. The event will require city services, specifically the assistance of the Wildwood Police Department to provide security detail for the duration of each show.

Ticket prices range between \$50 and \$100, depending on seating location. The show contains jokes and entertainment best suited for adults. Guests must be 18 years or older to attend. The production company is in close collaboration with the Parks and Recreation Department, ensuring all requirements are met and the appropriate facility use fees are paid in a timely manner.

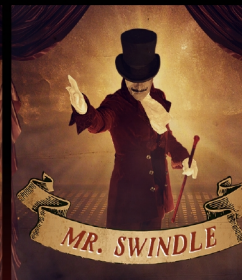
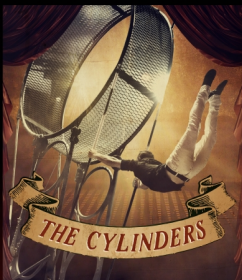
B.S. SWINDLER PROUDLY PRESENTS

THE GREAT
**MR. SWINDLE'S
TRAVELING
PECULIARIUM**

AND DRINK-ORY GARDEN

NOW PLAYING

WWW.MRSWINDLES.COM

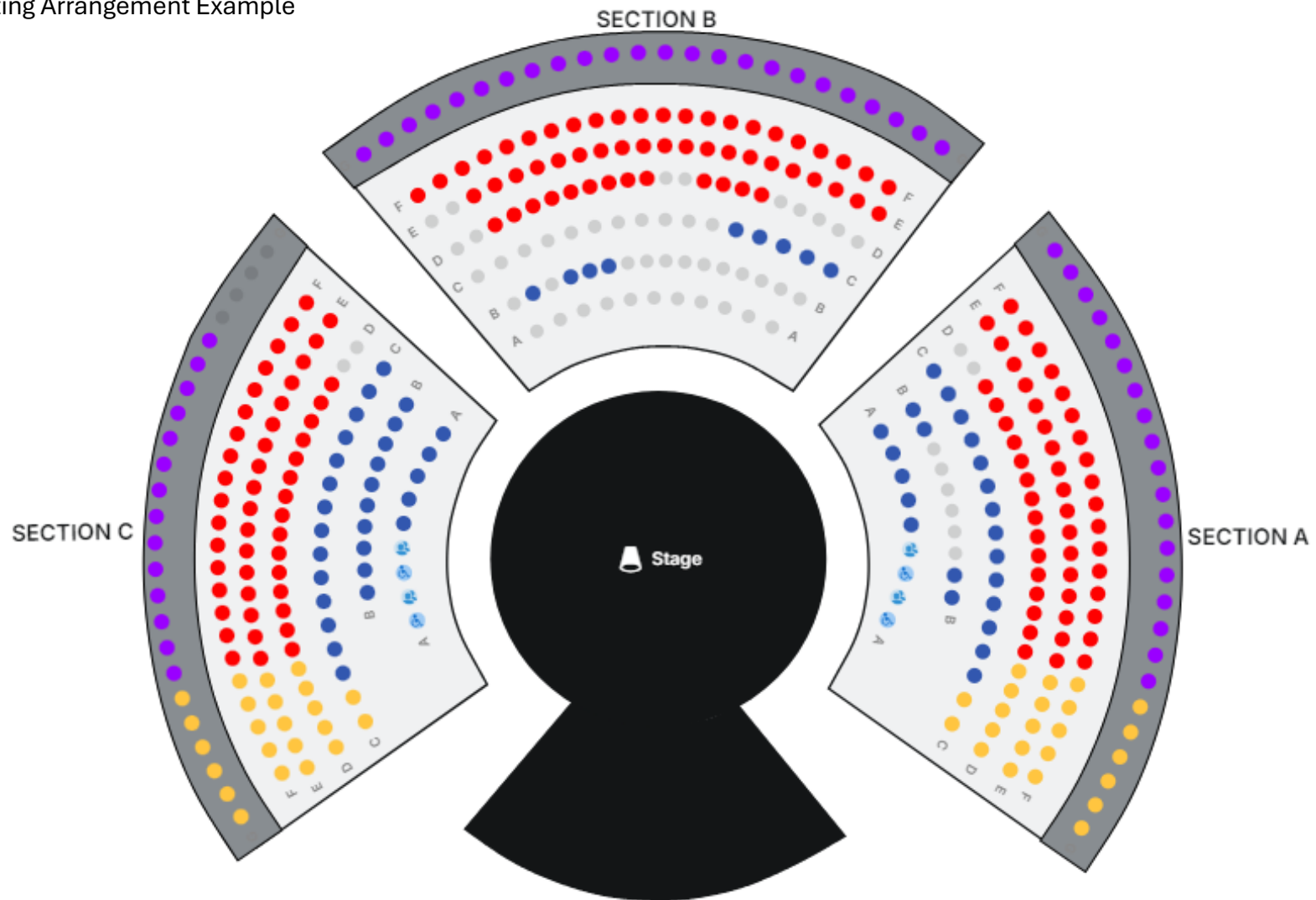


DR. ELIXIR'S DRINK-ORY GARDEN
OPENS 1 HOUR PRIOR TO SHOWTIME



Mr. Swindles Traveling Peculiarium

Seating Arrangement Example



CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: Wildwood Middle High School Homecoming Parade

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Vendor/Entity:

Effective Date:

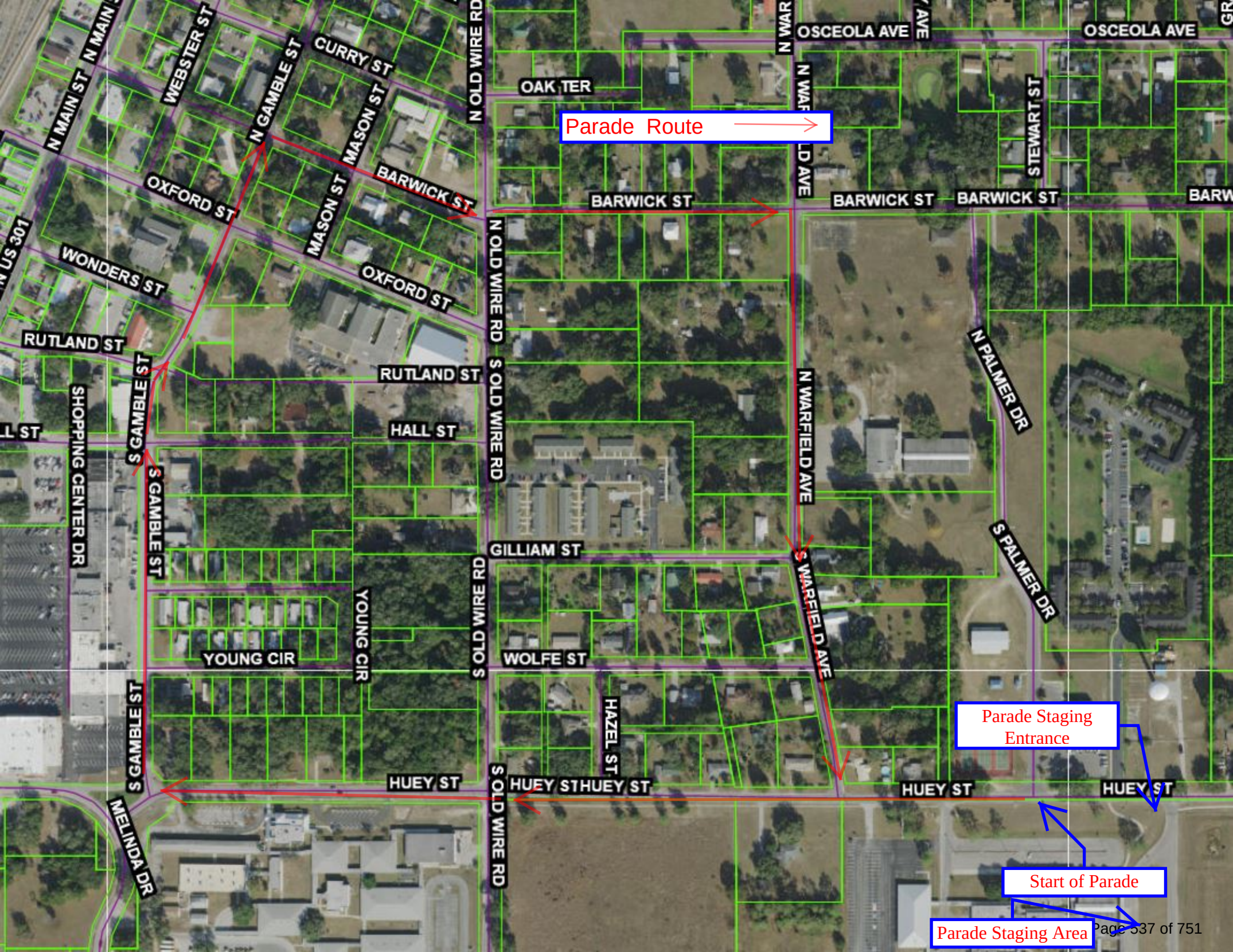
Termination Date:

Managing Division/Department:

BUDGET IMPACT: N/A

HISTORY/FACTS/ISSUES:

The Wildwood Middle High School requests the temporary closure of Huey Street, Gamble Street, Barwick Street, and Warfield Avenue to hold its annual Homecoming Parade on Friday, October 11th, from 4:30 p.m. to 5:30 p.m. Attached is a map of the parade route for reference.



Parade Route →

Parade Staging Entrance

Start of Parade

Parade Staging Area

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: WUDD FY24-25 Proposed Budget

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Vendor/Entity: WUDD

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

Attached for consideration by the City Commission is the FY 2024-2025 budget for the Wildwood Utility Dependent District pursuant to Ordinance No. 2021-16. The budget was approved by the WUDD Board at its July 11, 2024, meeting.

The City Manager has reviewed the proposed budget and recommends approval.



July 11, 2024

Mr. Jason McHugh
City Manager
City of Wildwood, Florida
100 N. Main Street
Wildwood, Florida 34785

Dear Mr. McHugh:

Enclosed is a copy of the Fiscal Year 2024-25 Proposed Budget for the Wildwood Utility Dependent District approved by the Dependent District Board at its July 11, 2024 meeting. The Proposed Budget has been prepared and is being submitted to the City in accordance with City of Wildwood Ordinance No. O2021-16.

If you have any questions, please feel free to contact Brandy Cook, Budget Director or myself at (352) 751-3939.

Thank you for your cooperation in this matter.

Sincerely,

Kenneth Blocker

Kenneth Blocker
District Manager

Enclosure

AGENDA REQUEST

TO: Wildwood Utility Dependent District
FROM: Brandy Cook, Budget Director
DATE: July 11, 2024
SUBJECT: FY2024-2025 Proposed Budget

ISSUE:

Adoption of Resolution 2024-06 to approve the Fiscal Year 2024-25 Proposed Budget for the Wildwood Utility Dependent District (WUDD).

ANALYSIS/INFORMATION:

In accordance with Ordinance O2021-16, the Wildwood Utility Dependent District (WUDD) must approve a Proposed Budget to be submitted to the Wildwood City Council no later than July 15th of each year. Once the Proposed Budget is submitted, the Wildwood City Council will adopt the Wildwood Utility Dependent District Final Budget.

The WUDD Governing Board of Directors held a public budget review on May 9, 2024, where the Recommended Budget for the South Sumter Utility Fund (SSU), working capital and reserve balances, and capital improvement/major maintenance plan were reviewed and discussed. As there were no adjustments made during the workshop, the attached Proposed Budget is the same budget reviewed during the workshop.

The South Sumter Utility Fund FY2024-25 Proposed Budget is \$22,042,426 which reflects an increase of 8% from the current year amended budget. The increase is mainly due to increases in the Debt Expense per amortization schedule, insurance premium and miscellaneous current charges due to irrigation system purchase, and capital improvement/major maintenance plan.

BUDGET IMPACT:

STAFF RECOMMENDATION:

Staff recommends adoption of Resolution 2024-06 to approve the Fiscal Year 2024-25 Proposed Budget for the Wildwood Utility Dependent District.

MOTION:

Move to adopt Resolution 2024-06 to approve the Fiscal Year 2024-25 Proposed Budget for the Wildwood Utility Dependent District.

ATTACHMENTS:

1. WUDD FY2024-25 Proposed Budget

RESOLUTION 2024-06

**A RESOLUTION APPROVING THE PROPOSED BUDGET OF
THE WILDWOOD UTILITY DEPENDENT DISTRICT BUDGET
FOR FISCAL YEAR 2024-25 FOR SUBMISSION TO THE CITY
OF WILDWOOD CITY COUNCIL**

WHEREAS, the District Manager has heretofore prepared and submitted to the Governing Board of Directors, the District's Proposed Budget for the forthcoming Fiscal Year 2024-25; and,

WHEREAS, the Governing Board of Directors has reviewed and discussed the budget during the Budget Workshop held on May 9, 2024; and,

WHEREAS, once approved by the Governing Board of Directors, the Fiscal Year 2024-25 Proposed Budget will be submitted to the City of Wildwood City Council for the final adoption.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING
BOARD OF THE WILDWOOD UTILITY DEPENDENT
DISTRICT;**

The operating budget proposed by the District Manager for Fiscal Year 2024-25 is hereby approved for the amount listed below:

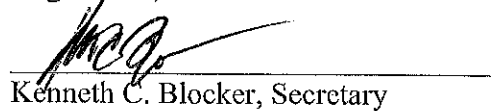
South Sumter Utilities	\$ 22,042,426
-------------------------------	----------------------

Adopted this 11th day of July, 2024.

WILDWOOD UTILITY DEPENDENT
DISTRICT



Roger Kass, Chair



Kenneth C. Blocker, Secretary

FISCAL YEAR 2024-25 BUDGET REPORT

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 05/31/24	2024-25 PROPOSED BUDGET
Fund: 45.450 SOUTH SUMTER UTILITY						
ESTIMATED REVENUES						
341.999 MISCELLANEOUS REVENUE		361	0	0	112	0
343.601 WATER FEES - RESIDENTIAL		4,482,472	4,715,000	4,715,000	3,664,204	5,658,000
343.602 WATER FEES - COMMERCIAL		167,641	184,000	184,000	128,416	202,400
343.603 SEWER FEES - RESIDENTIAL		6,294,413	6,785,000	6,785,000	5,081,663	8,142,000
343.604 SEWER FEES - COMMERCIAL		196,658	193,200	193,200	156,069	212,520
343.609 RECONNECT FEES		17,156	473,800	473,800	12,830	20,000
343.610 FIRE PROTECTION WATER		38,204	32,200	32,200	27,257	35,000
343.611 METERED IRRIGATION WATER		3,596,162	8,000,000	8,000,000	5,690,577	9,600,000
343.612 METERED CONSTRUCTION WATER		63,460	75,000	75,000	29,640	65,000
343.613 RETURNED CHECK FEES (\$25)		6,386	6,000	6,000	4,760	7,000
343.615 OTHER MISC WATER & SEWER		18,242	2,500	2,500	9,488	25,000
343.616 UTILITY LATE PENALTY FEE		27,147	40,000	40,000	19,546	35,000
361.101 INT INCOME - CFB		46,355	27,500	27,500	37,604	69,000
361.102 INT INCOME - CASH EQUIV		227,209	110,500	110,500	296,451	300,000
361.103 INT INCOME - USB		1,807,394	1,300,000	1,300,000	929,614	1,000,000
366.001 CONTRIBUTIONS FROM DEVELOPER		600,451	0	0	0	0
669.901 (ADD)/USE-WORKING CAPITAL		0	(1,562,005)	(1,562,005)	0	(3,328,494)
TOTAL ESTIMATED REVENUES		17,589,711	20,382,695	20,382,695	16,088,231	22,042,426
APPROPRIATIONS						
111 EXECUTIVE SALARIES		9,200	14,000	14,000	4,400	13,000
211 SOCIAL SECURITY TAXES		570	868	868	273	806
212 MEDICARE TAXES		133	203	203	64	189
241 WORKER'S COMPENSATION		20	25	25	9	25
311 ADMINISTRATIVE SVCS		0	181,776	181,776	93,673	217,011
311 MANAGEMENT FEES		166,616	0	0	10,408	0
311 UTILITY BILLING		0	296,319	296,319	197,171	338,162
311 UTILITY OPERATIONS		0	89,944	89,944	62,925	113,978
312 ENGINEERING SERVICES		244,610	499,584	519,584	238,977	520,000
313 LEGAL SERVICES		12,967	20,000	20,000	13,961	20,000
319 OTHER PROFESSIONAL SVCS		6,592	28,137	28,137	4,087	15,982
321 ACCOUNTING SERVICES		1,000	3,000	3,000	1,000	2,000
322 AUDITING SERVICES		23,438	27,000	27,000	17,063	22,660
323 TRUSTEE SERVICES		11,314	21,314	21,314	11,314	21,281
324 ARBITRAGE SERVICES		600	3,600	3,600	0	600
343 SYSTEMS MGMT SUPPORT		69,646	79,800	79,800	57,853	98,323
349 MISC CONTRACTUAL SVCS		982,728	1,875,578	1,874,954	1,118,119	1,781,000
412 POSTAGE		43	0	0	0	0
431 ELECTRICITY		450,848	996,042	996,042	456,818	935,000
432 NATURAL GAS		3,091	6,500	6,500	1,940	6,500
433 WATER & SEWER		17,161	24,000	24,000	340	24,000
442 EQUIPMENT RENTAL		18,137	25,000	25,000	835	15,000
451 CASUALTY & LIABILITY INSUR		128,157	185,558	185,558	273,689	448,680
462 BUILDING/STRUCTURE MAINT		54,010	389,000	389,000	180,741	318,000
463 LANDSCAPE MAINT-RECURRING		0	8,000	8,000	150	5,000
469 OTHER MAINTENANCE		32,655	45,000	45,000	28,213	45,000
471 PRINTING & BINDING		1,423	2,000	2,000	0	2,000
491 BANK CHARGES		123	250	250	234	250
493 PERMITS & LICENSES		2,050	4,025	4,025	0	5,175
497 LEGAL ADVERTISING		1,041	1,300	1,300	628	1,300
499 MISC CURRENT CHARGES		1,121,107	1,296,000	1,296,000	814,085	1,500,000

FISCAL YEAR 2024-25 BUDGET REPORT

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	2023-24 ACTIVITY THRU 05/31/24	2024-25 PROPOSED BUDGET
Fund: 45.450 SOUTH SUMTER UTILITY						
APPROPRIATIONS						
511 OFFICE SUPPLIES		0	0	0	175	0
522 OPERATING SUPPLIES		582	2,500	2,500	113	0
525 NON CAPITAL HARDWARE/SOFTWARE		0	5,000	5,000	2,257	5,000
526 METER SUPPLIES		50,847	101,460	101,460	51,011	69,460
529 OPERATING SUPPLIES OTHER		210,726	345,000	345,000	120,190	300,000
543 PROFESSIONAL DUES		0	0	624	0	0
591 DEPRECIATION EXPENSE		2,122,636	0	0	0	0
633 INFRASTRUCTURE		0	61,000	41,000	0	228,000
721 INTEREST EXP - SR DEBT		9,517,717	11,591,619	11,591,619	7,705,513	12,470,163
722 INTEREST EXP - SUBORDINATE		1,181,455	1,723,451	1,723,451	970,289	1,498,881
730 MISC BOND EXPENSES		860,143	0	0	0	0
911 TRANS TO GENERAL R&R		238,037	428,842	428,842	285,894	1,000,000
TOTAL APPROPRIATIONS		17,541,423	20,382,695	20,382,695	12,724,412	22,042,426
NET OF REVENUES/APPROPRIATIONS - FUND 45.450		48,288	0	0	3,363,819	0

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: Proclaim October 2024 as Breast Cancer Awareness Month

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

Please see the attached proclamation declaring October 2024 as Breast Cancer Awareness Month.



Proclamation

WHEREAS, cancer is a leading cause of death in the United States and affects all ages, races, and populations; and,

WHEREAS, critical research efforts and medical advances over time have made significant strides and yielded great progress in how cancer is diagnosed and treated, which has produced a steady increase in survival rates for those suffering from this disease; and,

WHEREAS, every October, the City of Wildwood wishes to show its support for every person and family bravely fighting a breast cancer diagnosis, honor and celebrate the astounding resilience and strength of breast cancer survivors, and pause to remember those we have lost; and,

WHEREAS, in additional support, the lights of City Hall will be illuminated pink for the month of October to raise awareness about breast cancer.

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Wildwood, Florida, that the month of October 2024, be, and is hereby proclaimed as

BREAST CANCER AWARENESS MONTH

in Wildwood, Florida, and encourages each person to take the necessary precautions for early detection and prevention.

Further, we recommit ourselves to supporting the health care providers, volunteers, advocates, and researchers who dedicate their lives and work tirelessly to raise awareness, provide hope, and one day, find a cure to eradicate this disease.

IN WITNESS WHEREOF, we have PASSED and DULY ADOPTED this 23rd day of September 2024.

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

Ed Wolf, Mayor

ATTEST: _____
Jessica Barnes, City Clerk

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: CP 2407-001 707 Missouri Ave

REQUESTED ACTION: The Planning and Zoning Board/Special Magistrate recommends approval.

CONTRACT:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

Case No.	CP 2407-001 707 Missouri Ave
Ordinance No.	O2024-53
Applicant(s)	Aleli and Brenda Hernandez
Owner(s)	Aleli and Brenda Hernandez
Property Location	707 Missouri Avenue, Wildwood, FL 34785
Parcel Number	G05-029
Date	09/11/2024

The applicant seeks approval from the City of Wildwood City Commission acting as the Local Planning Agency for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Rural Residential (Sumter County) to Medium Density Residential (City) for the parcel listed above on 5.63 acre MOL. This request is accompanied by rezoning request RZ 2407-001 (O2024-54).

ANALYSIS: The applicant seeks to assign a future land use designation so that they may proceed with subdividing the parcel into five lots.

Staff believes the proposed amendment should be granted based on the following criteria found in Land Development Regulation (LDR) §1.7(D).

(1) Justification of the proposed amendment has been adequately presented:

At this time, the applicants, who are biological sisters, would like to proceed with assigning a future land use designation to parcel G05-029; which was recently annexed into the City. The subject parcel is located within the City's Joint Planning Area with Sumter County and upon annexation, applicants have one year to proceed with the comprehensive plan process and rezoning applications. Ultimately, the applicants would like to subdivide the property into five lots for family members.

(2) The proposed amendment is not inconsistent with the goals, objectives and policies of the comprehensive plan;

The proposed amendment is not inconsistent with the policies of the Comprehensive Plan. The Medium Density Residential (MDR) Future Land Use is consistent with surrounding properties. The 2050 Comprehensive Plan FLU Policy 1.1.1 designates a maximum density allowance of 9 dwelling units per acre for the proposed FLU designation. However, due to the proposed scale and the layout of the site, the property owners are intending to accommodate five dwelling units on premises. As such, the proposed amendment is not inconsistent with the FLUM and conforms with the Comprehensive Plan.

(3) The proposed amendment should not be considered urban sprawl or exemplify an energy inefficient land use pattern;

The amendment is not considered urban sprawl, and it does not exemplify an energy-inefficient land use pattern.

Per F.S. Chapter 163.3177(6)(a)9a any amendment to the Future Land Use element shall discourage urban sprawl. The primary indicators that a plan amendment does not discourage urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan amendment:

(I) Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

The subject property is located within an established neighborhood and the development would be considered infill development.

(II) Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development. The development will take place in an urban setting where the applicants will have to connect to existing water and sewer utilities.

(III) Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

The proposed plan amendment is not for a property determined to be an isolated or strip development. The infill development is taking place adjacent to the Highland View Subdivision.

(IV) Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

The subject property contains wetland/flood zone areas classified as Flood Zone A on

the FEMA maps.

The subject property does not contain wetland nor any Special Flood Hazard Areas.

(V) Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

The subject property does not have adjacent parcels that are actively utilized for agricultural/silviculture activities. This parcel falls within the Joint Planning Area (JPA) where the proposed future land uses could be commercial or residential should they be annexed into the City of Wildwood.

(VI) Fails to maximize use of existing public facilities and services.

City water and sewer lines are already located within connecting distance to the property, which will be serviced by the City.

(VII) Fails to maximize use of future public facilities and services.

City water and sewer lines are already located within connecting distance to the property, which will be serviced by the City.

(VIII) Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

As per the JPA agreement between Sumter County and the City of Wildwood, this parcel must be annexed into the City to be developed.

(IX) Fails to provide a clear separation between rural and urban uses.

The area exhibits urban development patterns consisting of residential developments within the existing neighborhood and the general vicinity.

(X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

Parcel G05-029 has already undergone the annexation process and had its second and final reading on April 22, 2024. The proposal is consistent with Policy 1.2.7., "upon annexation of properties within the JPA, the City shall amend the FLUM to include the annexed property."

(XI) Fails to encourage a functional mix of uses.

The area exhibits primarily an established residential neighborhood with some older single

family residences in the vicinity of the Highland View Subdivision.

(XII) Results in poor accessibility among linked or related land uses

Access to the site can be provided either via Missouri Avenue.

(XIII) Results in the loss of significant amounts of functional open space.

The proposal will have to adhere to the impervious surface requirements of the Medium Density Residential Land Use Designation (0.3 Floor Area Ratio).

Although some of the surrounding areas have a future land use of Rural Residential (County) to the north and east of the subject parcel, this parcel fall within the Joint Planning Area (JPA) where the proposed future land uses could be residential should they be annexed into the City of Wildwood.

(4) The proposed amendment will not have an adverse effect on environmentally sensitive systems:

No wetlands and/or surface waters are present within the project boundary. In addition, the property is completely cleared of trees.

(5) The proposed amendment will not adversely affect transportation, potable water, sewer, schools or other public facilities without providing remedies to correct the system or facility.

Transportation: Access to the property will be accommodated along Missouri Avenue. The applicant will be required to dedicate right-of-way for access to the additional lots during the plat submittal.

Potable Water & Sewer: There is a 2-inch water main along the front of the property and an 8-inch sanitary sewer line approximately 175 linear feet away from the subject parcel, at the intersection of Stanley Avenue and Missouri Avenue. The applicant will be required to establish utility easements at the time of plat submittal.

Schools: With the proposal of up to five (5) dwelling units to be created on this parcel, the expected number of Sumter County Generated Students is two (2) students. Breakdown is as follows:

School	Rate/Students Generated
High	0.102
Middle	0.074
Elementary	0.152
Total	0.328

CONCLUSION:

The proposed amendment to the Comprehensive Plan is compatible with the Goals, Policies and Objectives stated in the City of Wildwood's 2050 Comprehensive Plan. The proposed amendment has been evaluated for the 13 indicators of urban sprawl as listed in F.S. Chapter 163.3177(6)(a)9a. This is the first reading for Ordinance O2024-53.

DATED: 9/11/2024

A handwritten signature in dark ink, appearing to read 'Wendy Then', written in a cursive style.

Wendy Then, AICP, CFM
Assistant Director Development Services

ORDINANCE NO. O2024-53

AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROPOSING A SMALL-SCALE FUTURE LAND USE MAP AMENDMENT TO THE ADOPTED COMPREHENSIVE PLAN AND FUTURE LAND USE MAP IN ACCORDANCE WITH THE COMMUNITY PLANNING ACT OF 2011, AS AMENDED; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Wildwood, Florida, is proposing to amend the local Comprehensive Plan and Future Land Use Map of said City, to include a land use amendment described as follows, to-wit:

Parcel G05-029
Aleli & Brenda Hernandez
5.63 +/-

LEGAL DESCRIPTION:

PARCEL G05-029

Begin at the Southwest Corner of the Northeast 1/4 of the Northwest 1/4, run East 215 Feet, North 297 Feet, West 215 Feet, South 297 Feet to the Point of Beginning, lying and behind in Section 5, Township 19 South, Range 23 East, Sumter County, Florida.

Also:

Begin at the Southwest corner of the Northeast 1/4 of the Northwest 1/4, run East 215 feet to the Point or Beginning, continue East 306 feet, North 297 feet, West 306 feet, South 297 feet to the Point of Beginning, Section 5, Township 19 South, Range 23 East, Sumter County, Florida.

This property is to be reclassified from Rural Residential (County) to Medium Density Residential (City).

AND WHEREAS, the City is proposing to amend the Future Land Use Map to include the future land use of property that shall pertain and be applicable to said amendment.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the City Commission of the City of Wildwood, Florida, as follows:

SECTION 1. The adopted local Comprehensive Plan and Future Land Use Map for the City of Wildwood, Florida, are hereby amended to include the above-referenced property and proposed land use amendment as indicated above. The amendment to the Future Land Use Map of the local comprehensive plan is attached hereto as “Exhibit A” and incorporated herein by reference.

SECTION 2. All ordinances or parts of ordinances in conflict herewith, be, and the same are hereby repealed.

SECTION 3. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by a Court or competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of said Ordinance.

SECTION 4. This Ordinance shall take effect 31 days after its final reading by the City Commission of the City of Wildwood.

DONE AND ORDAINED this _____ day of _____, 2024, by the City Commission of the City of Wildwood, Florida.

CITY COMMISSION

CITY OF WILDWOOD, FLORIDA

Ed Wolf, Mayor

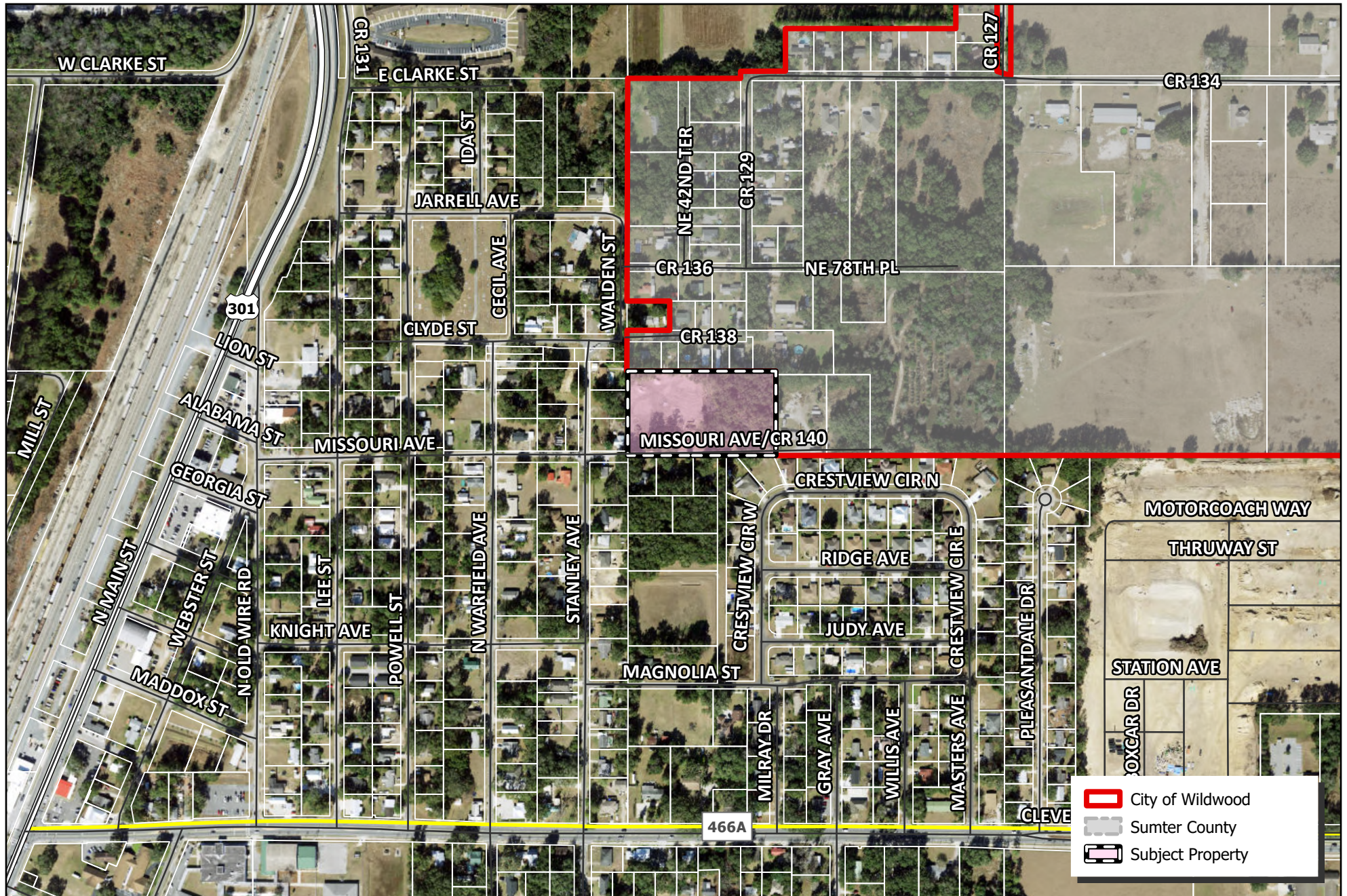
ATTEST: _____
Jessica Barnes, City Clerk

First Reading: _____

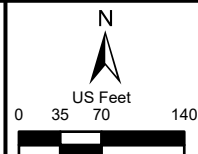
Second Reading: _____

Approved as to form:

City Attorney

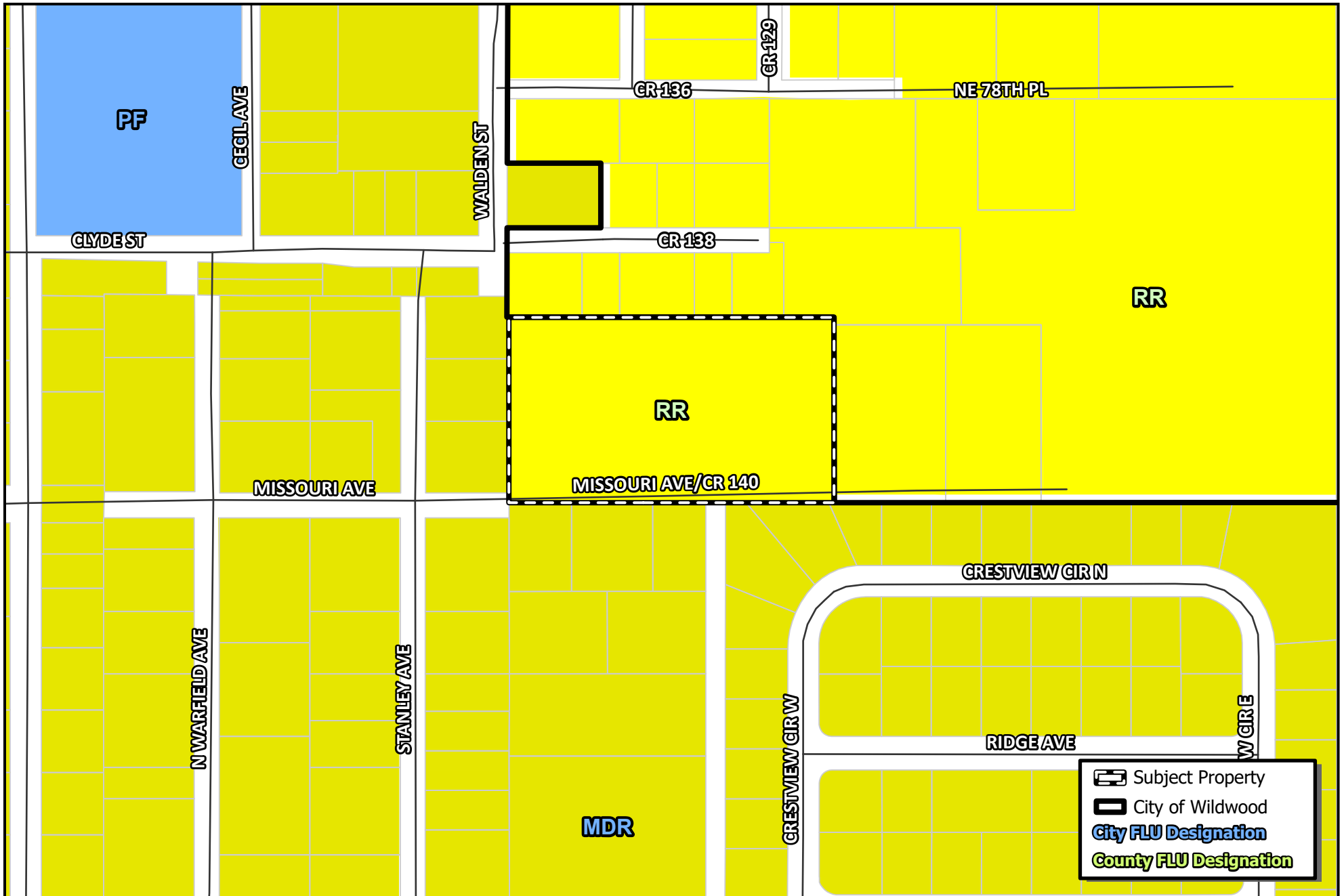


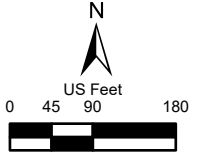
CITY OF WILDWOOD
100 North Main Street
Wildwood, FL 34785
Phone: (352) 330-1330
www.wildwood-fl.gov

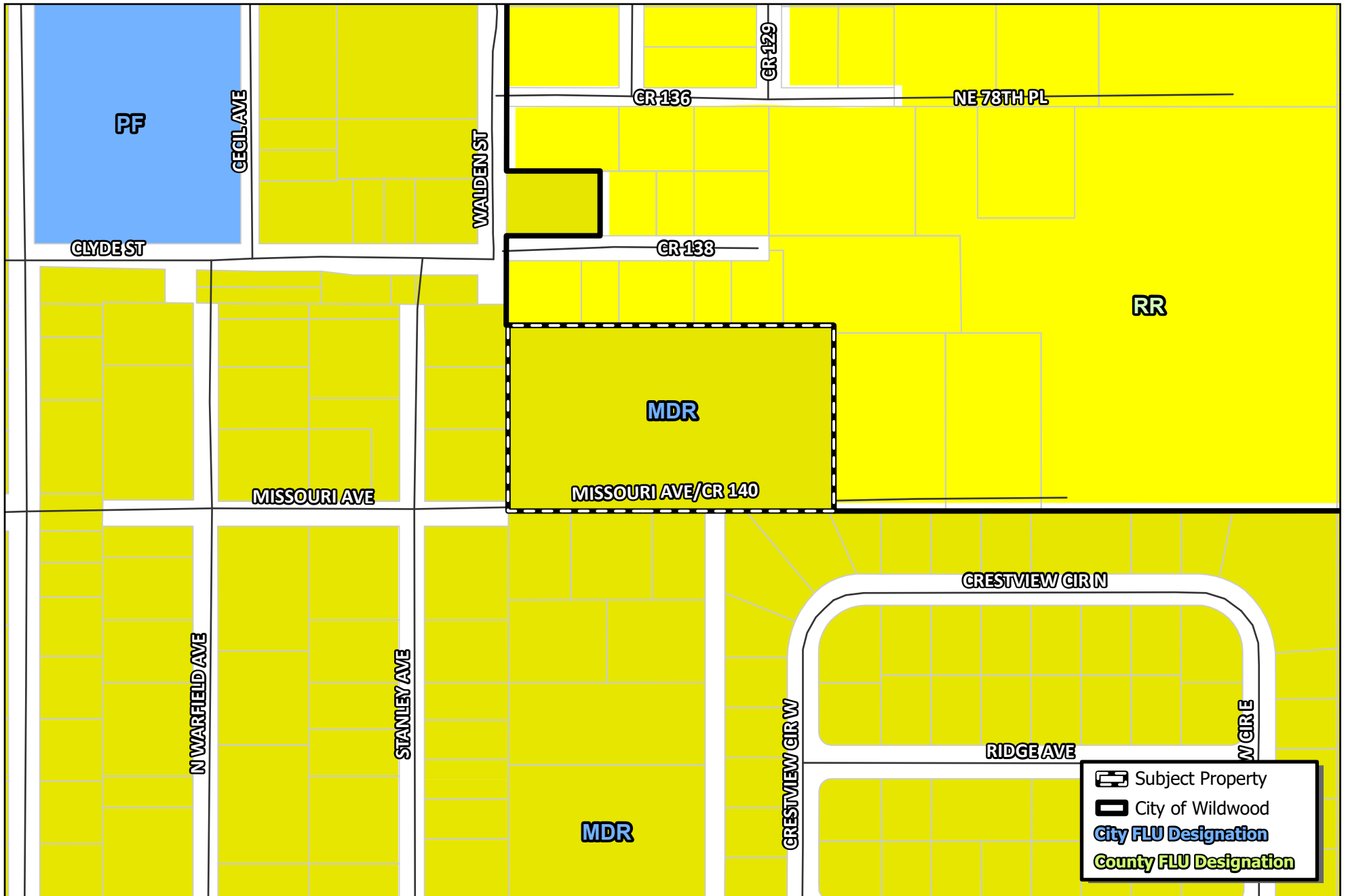


CP 2407-001
707 MISSOURI AVE
PARCEL G05-029

MAP 1B
LOCATION
MAP
AUG 2024



 WILDWOOD FLORIDA	CITY OF WILDWOOD 100 North Main Street Wildwood, FL 34785 Phone: (352) 330-1330 www.wildwood-fl.gov		CP 2407-001 707 MISSOURI AVE PARCEL G05-029		MAP 2A EXISTING LAND USE AUG 2024
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Subject Property
 City of Wildwood
City FLU Designation
County FLU Designation



Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Wildwood website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: O2024-53

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, a business impact estimate is not required by state law¹ for the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

¹ See Section 166.041(4)(c), Florida Statutes.

Print

Sumter County Traffic Impact Analysis (TIA) - Submission #1272254

Date Submitted: 8/30/2024

First Name*

Wendy

Last Name*

Then

Email Address*

wthen@wildwood-fl.gov

Name of Project:*

CP/RZ 2407-001 707 Missouri Avenue

Phone*

3523301334

Parcel Number*

G05-029

Sumter County Traffic Impact Analysis (TIA)

In accordance with the Interlocal Service Boundary and Joint Planning Agreement between the City of Bushnell, City of Center Hill, City of Coleman, City of Webster, and the City of Wildwood, within the municipal service area, the Cities and County agree that County will review all traffic impact studies for development accessing the City or County road networks.

Sumter County Traffic
Impact Analysis (TIA)
exemption approval:

Matthew
Tadlock

Digitally signed by Matthew
Tadlock
DN: cn=Matthew Tadlock,
o=Sumter County Public Works,
ou=Planning and Design,
email=matthew.tadlock@sumterc
ountyfl.gov, c=US
Date: 2024.09.11 10:12:24 -04'00'

Purpose and Applicability

The purpose of the TIA is to identify the potential traffic impacts of new development on the transportation system and to develop mitigation strategies to offset those impacts according to the methodologies and provisions as described herein. These guidelines apply to all new development within Sumter County, including its municipalities, submitting building and site plans for review. The TIA requirement applies to previously approved developments that are over five years old, changing land uses within the site plan, or extending the build-out date from a previously approved TIA. Unless otherwise required by the County Administrator or designee, a TIA, as it relates to a substandard roadway section, shall not be required for any single development generating less than 50 average daily trips, as per the Trip Generation Manual, latest edition, as published by the Institute of Transportation Engineers (ITE). The following thresholds will determine the level of study that will need to be performed depending on the number of trips a development produces:

1. Applicants proposing developments that generate 50 but less than or equal to 1,000 average daily trips (ADT), according to the ITE Trip Generation Manual, current edition, must perform a Minor TIA.
2. A Major TIA shall be required for all proposed developments generating more than 1,000 ADT, as per the ITE Trip Generation Manual, current edition..

For purposes of this section, a "single development" shall include any development, parcel of land, lot, and tract, and contiguous or nearby developments, parcels, lots, or tracts that are:

1. Developed by the same or a related development or landowner;
2. Developed as part of the same zoning plan, preliminary plan, preliminary site plan, plat, or other unified or common plan of development.

These guidelines are in addition to the requirements of the access management regulations. In the event of any conflict between these guidelines and such regulations, the more stringent requirements shall apply.

Methodology Statement

Before conducting a Major TIA, a methodology statement shall be prepared by the applicant, the applicant's representative, or the applicant's engineer/consultant and submitted for review and approval by the County. Before conducting a Minor TIA, the applicant, the applicant's representative, or the applicant's engineer/consultant shall seek confirmation from County staff on the need for a methodology statement. The purpose of the methodology statement is to establish agreed-upon methodologies and assumptions before the start of the TIA. A methodology statement shall be prepared using the guidelines provided in the following paragraphs. The methodology statement will be first reviewed by County staff, if necessary, through a methodology meeting with the applicant and or the applicant's consultant. The applicant's consultant will then revise the statement based upon agreed-upon methodologies. The applicant shall ensure the consultant does not prepare a TIA without a methodology statement approved by the appropriate County representative.

Sumter County 2023 County Annual Traffic Reports Summary Table

[Click here to view the table.](#)

Exemption

No file chosen

Applicants can submit an exemption due to a development generating less than 50 average daily trips, as per the Trip Generation Manual, latest edition, as published by the Institute of Transportation Engineers (ITE).

Please submit your Methodology Statement

C.2 TIA.docx

Please submit your TIA No file chosen**Date of Methodology
Acceptance by County****Applicable Jurisdiction**

Please check the applicable Jurisdiction:

- ☐ City of Bushnell
- ☐ City of Center Hill
- ☐ City of Coleman
- ☒ City of Wildwood
- ☐ Unincorporated Sumter County

Link[FDOT Systems Implementation Office](#)**Link**[FDOT Roadway Design - Florida Greenbook](#)**Link**[Lake-Sumter MPO](#)**Link**[FDOT Traffic Information](#)

Aleli and Brenda Hernandez – CP/RZ 2407-001 707 Missouri Avenue (Comp. Plan Amendment and Rezoning).

Parcel G05-029

The City of Wildwood is requesting an exemption for a transportation impact analysis for the owner/applicant Aleli and Brenda Hernandez for a proposal of five dwelling units on parcel G05-029 on 5.63 acres more less for a family subdivision.

The proposed zoning is R-2 with a Future Land Use of Medium Density Residential for a maximum allowable use of 6 units per acre or 33.78 dwelling units.

For Comprehensive Plan purposes and worst-case scenario, due to the 5.63 acres of land, the future land use change could generate up to 319 trips per day with 25 AM Peak Hour trips and 33 PM Peak hour trips.

Based on their proposal to potentially subdivide the parcel in five lots at a later time, the generation would be 47 trips per day with 4 AM Peak hour trips and 5 PM hour trips.

Multiple road and utility improvements will be necessary to convert this parcel into a small subdivision and if the applicant decides to change the scope of work at the subdivision plat process, staff will require then a full traffic impact analysis.

Thank you for your consideration.

Wendy Then, AICP, CFM

DSD Department

City of Wildwood

City of Wildwood, Florida
Planning & Zoning Board/Special Magistrate
as Local Planning Agency

The case below was heard on Tuesday, September 3, 2024, by the Special Magistrate. The applicant seeks approval and favorable recommendation from the City of Wildwood Planning and Zoning Board/Special Magistrate as the Local Planning Agency for a Comprehensive Plan amendment to amend the FLU map designation from Rural Residential (Sumter County) to Medium Density Residential (City) for the parcel listed above on 5.63 MOL. The subject property is located at 707 Missouri Avenue, Wildwood, FL 34785; approximately 170 linear feet east of the intersection of Stanley Avenue and Missouri Avenue.

Case Number: CP 2407-001 707 Missouri Avenue

Applicant(s): Aleli & Brenda Hernandez

Owner(s): Aleli & Brenda Hernandez

Parcel(s): Parcel G05-029

Under Land Development Regulation (LDR) § 1.7(C), the Planning and Zoning Board/Special Magistrate as Local Planning Agency has a duty to make a recommendation to the City Commission on all proposed Comprehensive Plan amendments.

Based upon the testimony, evidence, and information presented as to the criteria set forth in LDR § 1.7(D), the Special Magistrate, as it respects to O2024-53:

☒ recommends approval.

☐ recommends approval with the following conditions:

☐ recommends denial.

Dated: September 3, 2024


Lindsay C.T. Holt
Special Magistrate City of Wildwood

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: **RZ 2407-001 707 Missouri Ave**

REQUESTED ACTION: The Planning and Zoning Board/Special Magistrate recommends approval.

CONTRACT:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

Case No.	RZ 2407-001 707 Missouri Ave
Ordinance No.	O2024-54
Applicant(s)	Aleli and Brenda Hernandez
Owner(s)	Aleli and Brenda Hernandez
Property Location	707 Missouri Avenue, Wildwood, FL 34785
Parcel Number	G05-029
Date	09/11/2024

The applicant seeks approval from the City of Wildwood City Commission for a Zoning Map amendment to change the zoning district from RR1 (County) to R-2 (City) for the parcel listed above on 5.63 acres MOL. This request is accompanied by small-scale comprehensive plan amendment request CP 2407-001 (O2024-53).

Pursuant to Land Development Regulation (LDR) § 3.3(C)(4), staff believes the zoning change to R-2 should be granted based on the following criteria:

(a) Whether the proposed change is consistent with the comprehensive plan;

At this time, the applicants would like to proceed with assigning a future land use designation to parcel G05-029; which was recently annexed into the City this past April. The subject parcel is located within the City's Joint Planning Area with Sumter County and upon annexation, applicants have one year to proceed with the comprehensive plan process and rezoning applications. The proposed rezoning to R-2 is consistent with the proposed Future Land Use Map designation of Medium Density Residential (MDR) and the intent of the Comprehensive Plan as stated in FLU Policy 1.1.4. to accommodate the character of existing neighborhoods. The proposed changes also coincide with Policy 1.2.5. of the Future Land Use Element, which is to discourage urban sprawl through a future land use pattern which promotes orderly, compact development. As such, this change is consistent with the City's 2050 Comprehensive Plan.

(b) The existing land use pattern of the surrounding area:

The proposed rezoning to R-2 is compatible with the current zoning designations and development patterns in this area and the existing character of the subdivisions within this community. Policy 1.2.8. a. encourages new development to contribute a mix of land uses which is compatible with existing communities. The area is mostly built with very few infill development lots. The community exhibits a few older manufactured homes and mostly single family residences.

(c) The possibility of adversely affecting public facilities such as schools, utilities, streets, etc:

Schools: Five dwelling units would generate approximately two (2) students to Sumter County Schools. The school district advises that capacity is available.

Potable Water & Sewer: There is a 2-inch water main right along the front of the property and an 8-inch sanitary sewer line approximately 175 linear feet from the subject parcel. The applicant will be required to establish utility easements at the time of plat submittal.

Streets: Access to the property will be provided along Missouri Avenue/CR 140. The applicant will be required to dedicate right-of-way for access to the additional lots during the plat submittal.

(d) Whether changed or changing conditions make the passage of the proposed amendment necessary:

The subject parcel is located within the City's Joint Planning Area with Sumter County. The rezoning is necessary to accommodate the proposed use of the property and bring the property into compliance with the proposed Future Land Use designation as the applicant intends to subdivide and develop in the near future.

(e) Whether the proposed change will create or excessively increase traffic congestion or otherwise be a detriment to public safety:

Transportation: For five single family residences, it's expected not to exceed 50 trips per day; which is de minimis in nature relative to the size of the parcel.

(f) Whether the proposed change will be a deterrent to the improvement or development of adjacent property:

The proposed rezoning will not be a deterrent to the improvement or development of adjacent properties.

ZONING DESIGNATION OF SURROUNDING PROPERTIES

NORTH	R6C and RR1 (Sumter County)
SOUTH	Missouri Avenue ROW/ R-3 (City)
EAST	RR1 (Sumter County)
WEST	R-3 (City)

If approved, the applicant will need to submit a Subdivision Improvement Plan and Final Plat

following the requirements established in the City's Land Development Regulations in accordance to the R-2 Zoning District.

The applicant seeks a favorable recommendation of Ordinance Number O2024-54 (attached) subject to approval of O2024-53, which establishes a Future Land Use appropriate to the proposed zoning. This is the first reading for Ordinance O2024-54.

DATED: 9/11/2024

A handwritten signature in dark ink, appearing to read 'Wendy Then', is written over the printed name.

Wendy Then, AICP, CFM
Assistant Director Development Services

ORDINANCE NO. O2024-54

AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA;
PROPOSING A ZONING MAP AMENDMENT TO THE
OFFICIAL ZONING MAP IN ACCORDANCE WITH
SECTIONS 3.2 AND 3.3 OF THE LAND DEVELOPMENT
REGULATIONS; PROVIDING FOR CODIFICATION;
PROVIDING FOR CONFLICT; PROVIDING FOR
SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE
DATE.

WHEREAS, the City of Wildwood, Florida, is proposing to amend the Official Zoning Map of said City, to include a rezoning of real property described as follows, to-wit:

Parcel G05-029
Aleli & Brenda Hernandez
5.63 +/-

LEGAL DESCRIPTION

Begin at the Southwest Corner of the Northeast 1/4 of the Northwest 1/4, run East 215 Feet, North 297 Feet, West 215 Feet, South 297 Feet to the Point of Beginning, lying and behind in Section 5, Township 19 South, Range 23 East, Sumter County, Florida.

Also:

Begin at the Southwest corner of the Northeast 1/4 of the Northwest 1/4, run East 215 feet to the Point or Beginning, continue East 306 feet, North 297 feet, West 306 feet, South 297 feet to the Point of Beginning, Section 5, Township 19 South, Range 23 East, Sumter County, Florida.

This property is to be reclassified from RR1 (County) and to R-2 (City)

AND WHEREAS, the rezoning is consistent with the City's Comprehensive Plan and Land Development Regulations.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the City Commission of the City of Wildwood, Florida, as follows:

SECTION 1. The Official Zoning Map of the City of Wildwood, Florida is hereby amended to include the above-referenced property as indicated above. The amendment to the Official Zoning Map is attached hereto as "Exhibit A" and incorporated herein by reference.

SECTION 2. All ordinances or parts of ordinances in conflict herewith, be, and the same are hereby repealed.

SECTION 3. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by a Court or competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of said Ordinance.

SECTION 4. This Ordinance shall take effect 31 days after its final reading by the City Commission of the City of Wildwood.

DONE AND ORDAINED this _____ day of _____, 2024, by the City Commission of the City of Wildwood, Florida.

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA**

Ed Wolf, Mayor

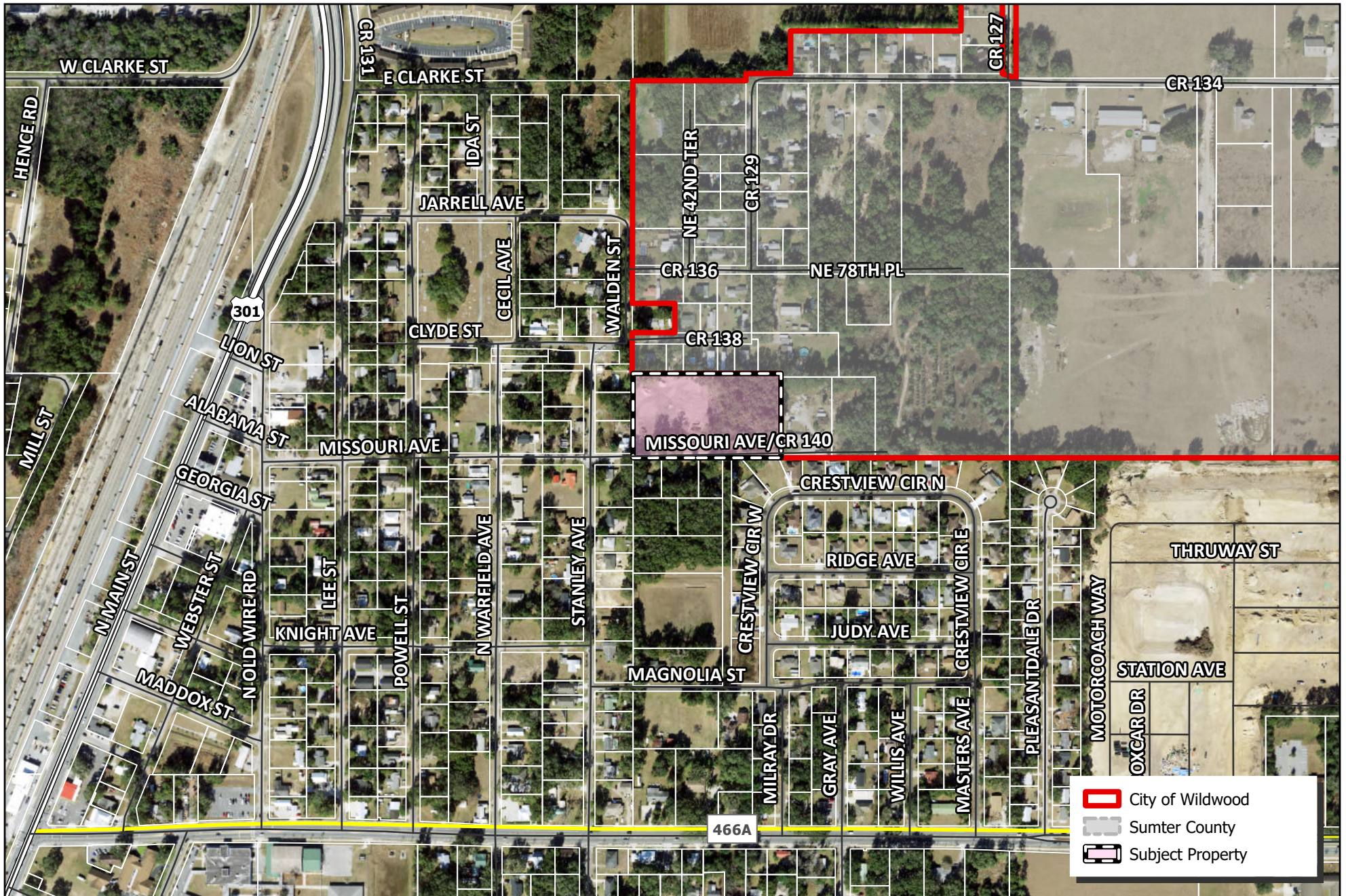
ATTEST: _____
Jessica Barnes, City Clerk

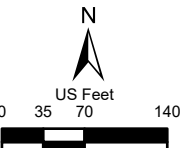
First Reading: _____

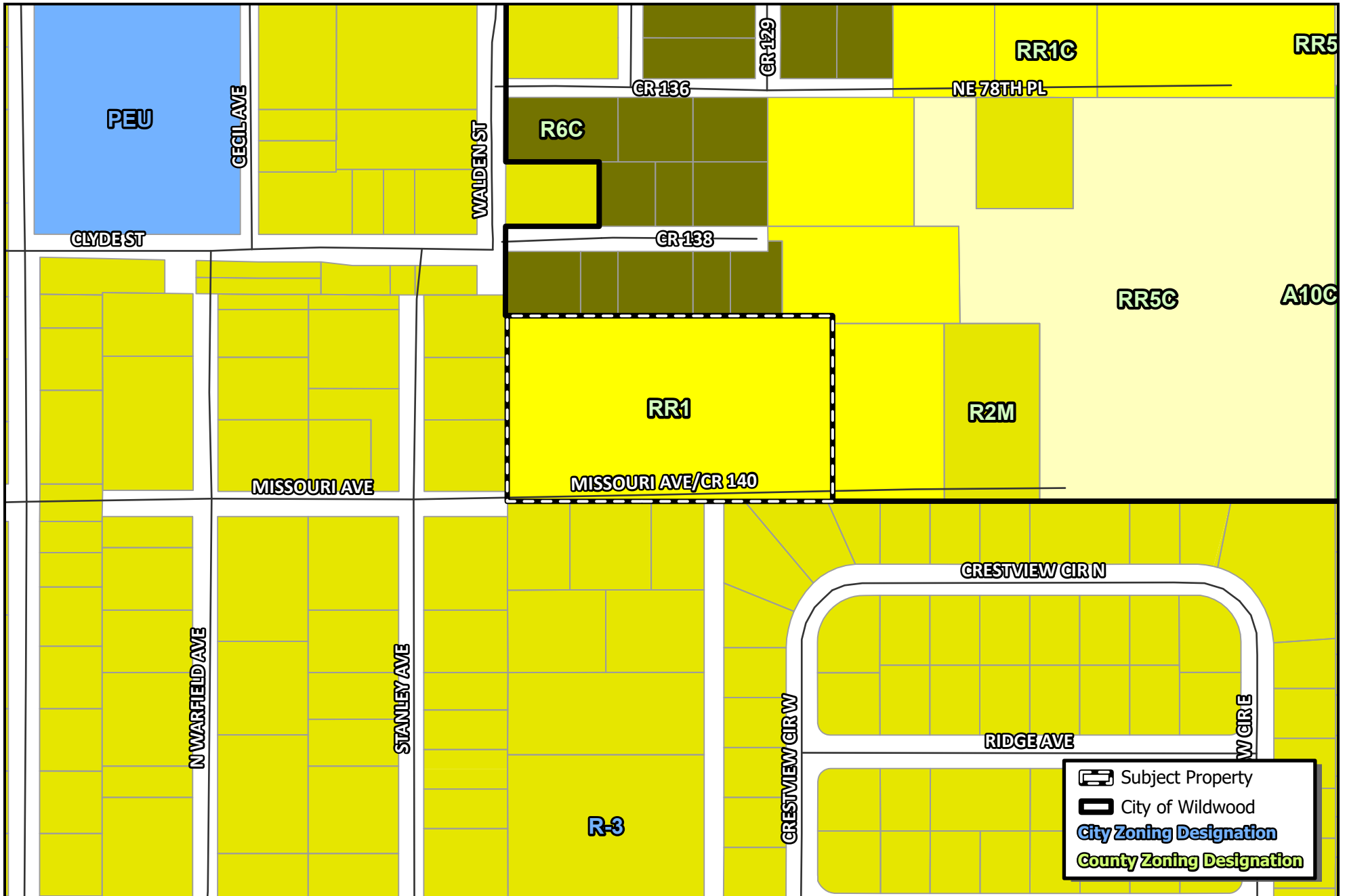
Second Reading: _____

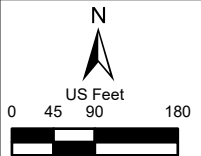
Approved as to form:

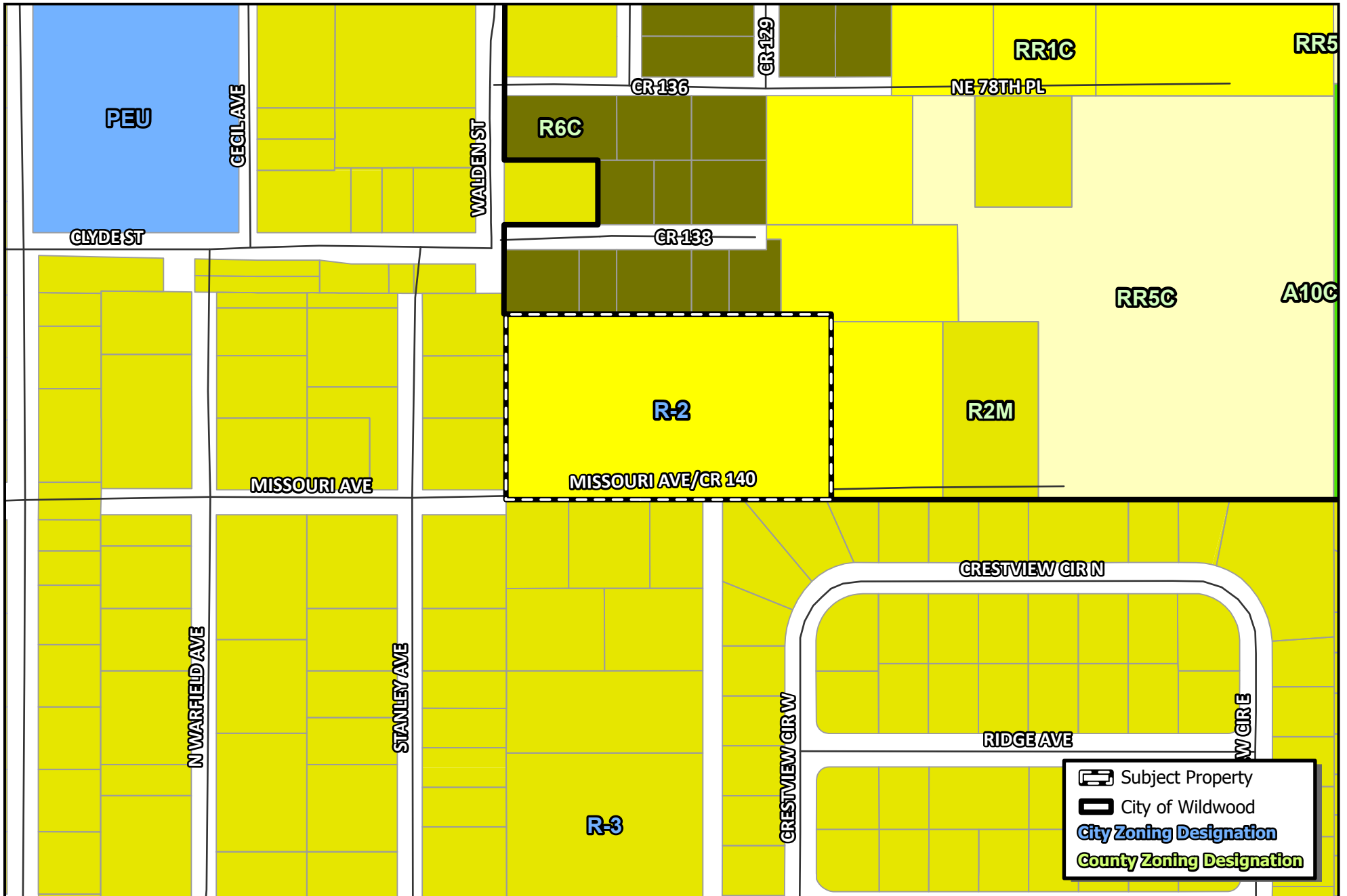
City Attorney

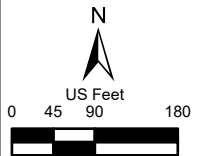


 WILDWOOD FLORIDA	CITY OF WILDWOOD 100 North Main Street Wildwood, FL 34785 Phone: (352) 330-1330 www.wildwood-fl.gov	 0 35 70 140 US Feet	RZ 2407-001 707 MISSOURI AVE PARCEL G05-029	MAP 1B LOCATION MAP AUG 2024
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 CITY OF WILDWOOD 100 North Main Street Wildwood, FL 34785 Phone: (352) 330-1330 www.wildwood-fl.gov	 N US Feet 0 45 90 180	RZ 2407-001 707 MISSOURI AVE PARCEL G05-029	MAP 3A
			EXISTING ZONING
			AUG 2024



 CITY OF WILDWOOD 100 North Main Street Wildwood, FL 34785 Phone: (352) 330-1330 www.wildwood-fl.gov	 N US Feet 0 45 90 180	RZ 2407-001 707 MISSOURI AVE PARCEL G05-029	MAP 3B
			PROPOSED ZONING
			AUG 2024



Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Wildwood website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: O2024-54

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, a business impact estimate is not required by state law¹ for the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

¹ See Section 166.041(4)(c), Florida Statutes.

City of Wildwood, Florida
Planning & Zoning Board/Special Magistrate

The case below was heard on Tuesday, September 3, 2024, by the Special Magistrate. The applicant seeks approval and favorable recommendation from the City of Wildwood Planning and Zoning Board/Special Magistrate for a Zoning Map Amendment to change the zoning district from RR1 (Sumter County) to R-2 (City) for the parcel listed below on 5.63 acres of land MOL. The subject property is located at 707 Missouri Avenue, Wildwood, FL 34785; approximately 170 linear feet east of the intersection of Stanley Avenue and Missouri Avenue.

Case Number: RZ 2407-001 707 Missouri Avenue

Applicant(s): Aleli & Brenda Hernandez

Owner(s): Aleli & Brenda Hernandez

Parcel(s): Parcel G05-029

Under Land Development Regulation (LDR) § 1.7(B)(2), the Planning and Zoning Board/Special Magistrate has a duty to make a recommendation to the City Commission on all proposed Zoning Map amendments.

Based upon the testimony, evidence, and information presented as to the criteria set forth in LDR § 3.3(C)(4), the Special Magistrate, as it respects to O2024-54:

☒ recommends approval.

☐ recommends approval with the following conditions:

☐ recommends denial.

Dated: September 3, 2024


Lindsay C.T. Holt
Special Magistrate City of Wildwood

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: AN 2408-001 John Papagno Residential

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

Case Number	AN 2408-001 John Papagno Residential
Owner/Applicant(s)	John Papagno
Acreage	2.32 +/-
Property Location	The subject property is generally located approximately 0.08 miles east of the CR 209 and CR 214 intersection.
Parcel(s)	D19-031
Date	September 9, 2024

The applicant/owner has submitted a voluntary annexation application for parcel D19-031. Annexation into the City is appropriate because the property is contiguous to the City limits and is within the City's Joint Planning Area with Sumter County, which allows for voluntary annexations within the planning area that would otherwise not be permissible under statute due to the creation of a "pocket" or "enclave." The applicant will be using the property for a residential purpose with one mobile home. City water and sewer are available for the subject property; however, permits for a well and septic have already been issued by the Sumter County Health Department and construction has commenced. Should the well, septic, or drainfield need repaired or replacement, the owner will work with the City Utilities department to connect to water and sewer services.



Amanda Bondi
Planner II, Development Services

ORDINANCE NO. O2024-57

AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA,
PROVIDING FOR THE VOLUNTARY ANNEXATION OF
CERTAIN REAL PROPERTY CONSISTING OF
APPROXIMATELY 2.32 ACRES LOCATED
APPROXIMATELY 0.08 MILES EAST OF CR 209 AND CR
214 INTERSECTION, IN SECTION 19, TOWNSHIP 18
SOUTH, RANGE 23 EAST; WHICH IS CONTIGUOUS TO
THE CITY LIMITS OF THE CITY OF WILDWOOD AND
LOCATED IN THE CITY'S JOINT PLANNING AREA;
PROVIDING THAT SECTION 1-14 OF THE CITY OF
WILDWOOD CODE OF ORDINANCES IS AMENDED TO
INCLUDE THE ANNEXED PROPERTY; PROVIDING FOR
CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING
FOR SEVERABILITY; AND PROVIDING FOR AN
EFFECTIVE DATE.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the City Commission
of the City of Wildwood, Florida, as follows:

SECTION 1. Based upon the petition of the owner of the following described real property, which is generally located approximately 0.08 miles east of the CR 209 and CR 214 intersection, to be annexed into the City, the property is hereby annexed into the City of Wildwood pursuant to Sections 171.044 and 171.204, Florida Statutes. The City Commission finds that the property is contiguous to the City of Wildwood; is located within the City's Joint Planning Area with Sumter County; and meets all legal requirements for annexation. The annexed property lying in Sumter County, Florida, owned by John A. Papagno Diggins, Jr., is more particularly described as follows:

Parcel D19-031
John A. Papagno Diggins, Jr
2.32 +/-

LEGAL DESCRIPTION

COMMENCE AT THE NORTHWEST CORNER OF SECTION 19, TOWNSHIP 18
SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA;

THENCE RUN SOUTH 89°44'56" EAST, ALONG THE NORTH LINE OF THE NW ¼
OF SAID SECTION 19, A DISTANCE OF 389.51 FEET, TO THE POINT OF
BEGINNING, 1) THENCE CONTINUE SOUTH 89°44'56" EAST, ALONG THE NORTH

LINE OF THE NW ¼ OF SAID SECTION 19, A DISTANCE OF 319.67 FEET, 2) THENCE DEPARTING SAID NORTH LINE, RUN SOUTH 00°08'43" WEST, ALONG THE EAST LINE OF THE WEST 709.18 FEET OF THE NW ¼ OF NW ¼ OF SAID SECTION 19 A DISTANCE OF 331.07 FEET, 3) THENCE DEPARTING SAID EAST LINE, RUN NORTH 89°44'32" WEST, A DISTANCE OF 319.67 FEET 4) THENCE NORTH 00°08'43" EAST, A DISTANCE OF 331.09 FEET TO THE POINT OF BEGINNING TO CLOSE. THE NORTH 15.0 FEET THEREOF SUBJECT TO ROAD RIGHT-OF-WAY FOR CR 214.

SECTION 2. All of the above-described annexed property shall be liable for its proportionate share of the future and existing indebtedness of the City of Wildwood.

SECTION 3. All of the above-described annexed property shall be subject to the laws and ordinance of the City of Wildwood as if this territory had been a part of the City of Wildwood at the time of passage and approval of said laws and ordinances.

SECTION 4. Until such time as the City amends its comprehensive plan, the current Sumter County zoning classification and future land use regulations will remain in full force and effect.

SECTION 5. Section 1-14 of the City of Wildwood Code of Ordinances is hereby amended to include the legal description of the annexed parcel pursuant to this Ordinance. The location map identifying the property to be annexed are attached hereto as "Exhibit A" and incorporated herein by reference.

SECTION 6. If any portion of this Ordinance is declared invalid for any purpose, the remaining portion shall remain valid and in full force and effect.

SECTION 7. This Ordinance shall take effect upon final approval by the City Commission.

DONE AND ORDAINED this _____ day of _____, 2024, by the City Commission of the City of Wildwood, Florida.

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA**

Ed Wolf, Mayor

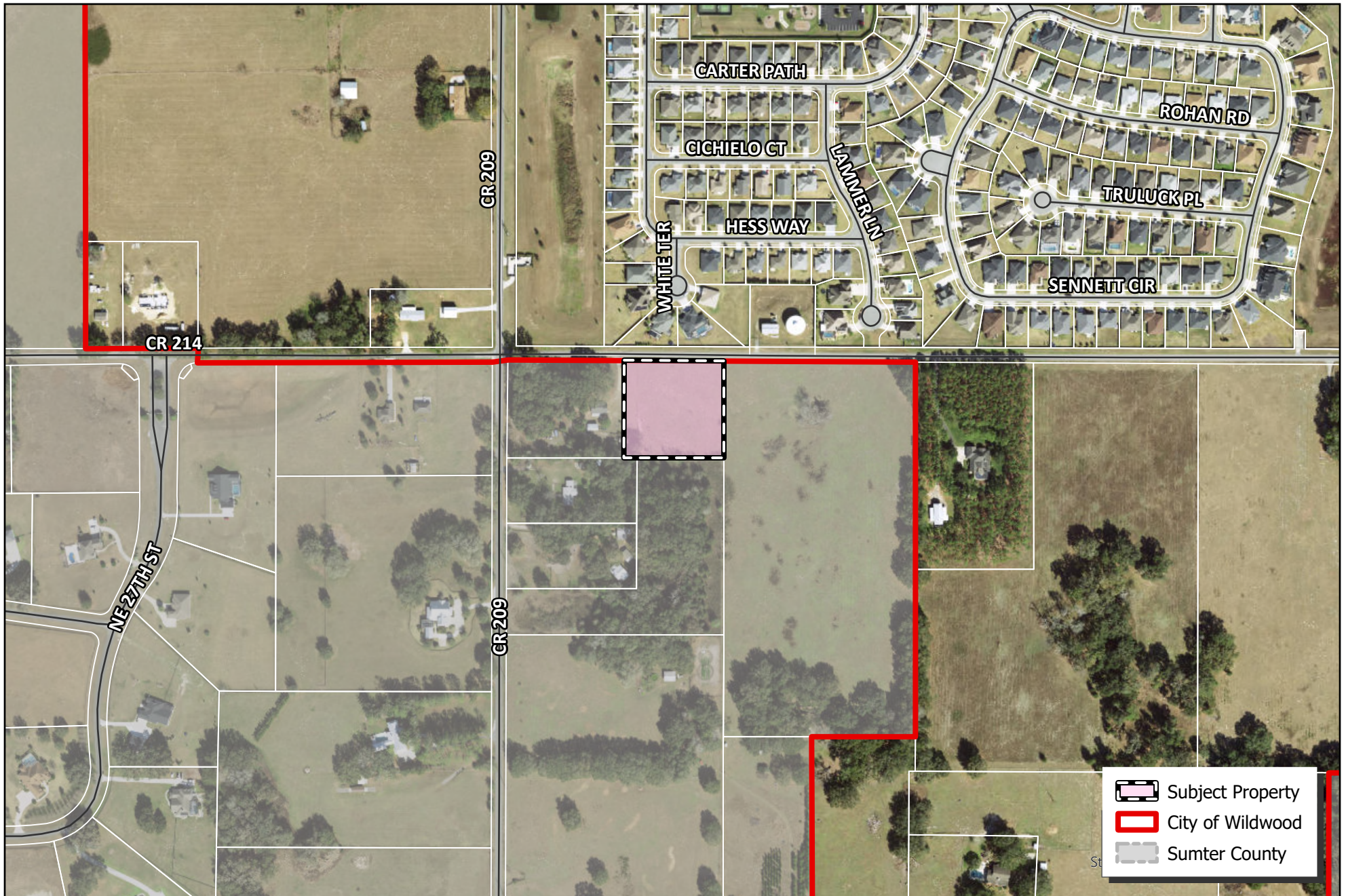
ATTEST: _____
Jessica Barnes, City Clerk

First Reading: _____

Second Reading: _____

Approved as to form:

City Attorney



 WILDWOOD FLORIDA	CITY OF WILDWOOD 100 North Main Street Wildwood, FL 34785 Phone: (352) 330-1330 www.wildwood-fl.gov	 0.00 0.01 0.03 0.04 0.06  Miles	AN 2408-001 JOHN PAPAGNO RESIDENTIAL PARCEL D19-031	MAP 1B LOCATION MAP AUG 2024
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Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Wildwood website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: O2024-57

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, a business impact estimate is not required by state law¹ for the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

¹ See Section 166.041(4)(c), Florida Statutes.

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: **FY25 Reclaimed Water Rates**

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Vendor/Entity:

Effective Date: 10/01/2024

Termination Date:

Managing Division/Department:

BUDGET IMPACT: Will increase rates (revenues) as budgeted in the FY25 budget.

HISTORY/FACTS/ISSUES:

This resolution increases the rates for reclaimed water by the same percentage as the water rate increases, which is 5.3%. This rate is based on the CPI for the Water and Sewerage Maintenance Series. The budget that has been adopted for FY25 was drafted utilizing these rates.

RESOLUTION NO. R2024-21

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR INCREASES TO THE RECLAIMED WATER USER CHARGE ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Wildwood has passed Ordinance No. 404, which provides that rates for Class A, Class AM, and Class B users of reclaimed water shall be established by Resolution; and,

WHEREAS, the City Commission of the City of Wildwood desires to increase the rates for reclaimed water based on the Revenue Sufficiency Analysis of the Water and Sewer Utility Systems produced by Stantec; and,

WHEREAS, the Revenue Sufficiency Analysis demonstrated the need for annual increases in all water and sewer service rates based on the Consumer Price Index - Water and Sewerage Maintenance Series.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WILDWOOD, FLORIDA, THAT:

1. Class A, Class AM, and Class B users shall pay for reclaimed water as follows:

Reclaimed Water Rates			
		Inside City	Outside City
Class A and AM			
Stand By Charge (per ERU)		1.94	2.43
Usage Charge Per 1,000 Gallons		1.18	1.51
Class B*			
Stand By Charge (per ERU)		1.94	2.43
Usage Charge Per 1,000 Gallons		1.63	2.03
* Class B users shall pay all costs associated with the reclaimed water service connection, including, but not limited to, tapping into the distribution main, the connection pipe, the City's shut-off valve, the meter and the backflow prevention device.			

2. The Residential/Commercial base rate for sewer facility availability to each user shall be based on capacity allocation as determined by meter size as follows:
3. This resolution shall take effect immediately upon its final adoption by the City Commission of the City of Wildwood, Florida.

BE IT FURTHER RESOLVED that this Resolution shall supersede all previous Resolutions establishing procedures and/or rates for reclaimed water.

DONE AND RESOLVED this _____ day of _____, 20____, by the City Commission of the City of Wildwood, Florida.

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA**

Ed Wolf, Mayor

ATTEST: _____
Jessica Barnes, City Clerk

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: Owner Direct Purchase of Iron Filters for the CR 501 WTP Iron Filtration Project for the Amount of \$953,787.00

REQUESTED ACTION: Staff Recommends Approval

CONTRACT: Vendor/Entity: Hungerford & Terry, Inc.
Effective Date: 09/12/2024 Termination Date:
Managing Division/Department: Utility Department / Water Division

BUDGET IMPACT: This is a budgeted capital project with funds available in account 408-533-70-7351 (501 Iron Filtration)

HISTORY/FACTS/ISSUES:

On August 12, 2024, the City Commission approved and awarded the CR 501 Iron Filtration project. This project is a continued effort by the Utility Department to improve the city's water quality for our residents. This project involves the installation and start-up of two 15,000 gallon iron filters at the CR 501 water treatment facility. This request is for the owner-direct purchase of the iron filters as specified in the engineer's design.

Staff is requesting approval to purchase the iron filter from Hungerford & Terry, Inc. for the amount of \$953,787.00 with a tax savings of \$53,085.42.

HUNGERFORD & TERRY, INC.



PREPARED FOR: CITY OF WILDWOOD

PROJECT: CITY OF WILDWOOD – CR 501 WTP
IRON FILTER IMPROVEMENTS

PREPARED BY: CHRISTOPHER RALPH
INSIDE SALES MANAGER



HUNGERFORD & TERRY, Inc.
MANUFACTURERS OF WATER TREATMENT EQUIPMENT

**City of Wildwood – CR 501 WTP
Iron Filter Improvements**
H&T Proposal #33593

September 12, 2024

Attention: City of Wildwood

Reference: City of Wildwood – CR 501 WTP Iron Filter Improvements
Hungerford & Terry Inc. Proposal #33593

Hungerford & Terry, Inc. is pleased to submit the attached Proposal #33593 for your consideration. This proposal provides for two (2) 10x30 three cell horizontal filter per the provided specifications.

We very much appreciate the opportunity to submit this proposal and we hope that it meets with your favorable consideration. Should you have any questions or need for additional information, please feel free to contact our local representative at the address and telephone number listed below, or this writer at our home office in Clayton, New Jersey.

Very truly yours,

HUNGERFORD & TERRY, INC.

Christopher Ralph
Inside Sales Manager

MTS ENVIRONMENTAL

W. Wade Wood III, P.E.
3102 Sawgrass Village Circle
Ponte Vedra Beach, FL 32082
Ph: 321-299-2395
wwood@mts-florida.com



Scope of Supply

NSF INTERNATIONAL:

- The specifications on this project may or may not reference NSF 61 for drinking water components.
- Our proposal includes as many NSF certified products as possible and commercially available, however there are structural items in our tank interiors that are not available with the NSF certification.
- If the proposed materials for a component that will be in contact with the treated water does not have NSF/ANSI 61 certification, the component shall be constructed of material designated as an “acceptable material” in Annex C of the NSF/ANSI/CAN 61 Standard.
- Examples of the above are items such as nuts/bolts/washers, screen, angles/flats, studs, etc. These items have been provided for many years in water treatment plants, are normally of #304 and #316 stainless steel, and do not carry the NSF certification.
- Filter tanks constructed of carbon steel are not available with NSF certifications. Unlined steel tanks have been used in municipal water treatment plants for decades will not be certified. Tanks that are specified to have an internal lining will be lined with an NSF-61-600 certified painting system.

SPECIFICATIONS:

- The equipment proposed herein is intended to meet the intent of the specifications that were provided at the time the proposal was drafted. Modifications to the scope of supply that are precipitated by sections of the specifications that were not provided at bid time, or other design changes shall be quoted upon request.

SHIPMENT OF MATERIALS:

- Our proposal includes cost-effective and complete shipment of all like materials for storage at the jobsite. If desired, H&T can arrange partial shipments of equipment and/or filter media with additional freight (if any) added to the cost of the contract.



HORIZONTAL GREENSANDPLUS FILTRATION SYSTEM:

FILTER TANKS:

Two (2) 120 inch OD x 30 foot straight shell, 3-cell horizontal filter tanks designed in accordance with the following:

- 100 PSI design pressure.
- ASME code section VIII construction with stamp.
- Constructed with SA-516 Grade 70 steel.
- ASME elliptical heads.
- One (1) 14 inch x 18 inch manhole in each tank cell.
- Necessary flanged type connections.
- Two (2) lifting lugs.
- Two (2) structural steel saddle type supports.
- Tank interiors will not be lined or painted.
- Tank exteriors will be commercial sandblasted (SSPC-SP6) and painted with one (1) coat (3.0-5.0 mils DFT) of Tnemec Series N69 primer.

NOTE:

1. Finish painting of the filter tank exteriors and all provided piping is to be field applied by the contractor in accordance with the painting section of the specifications.
2. All anchor bolts are part of the foundation equipment and shall be furnished and installed by the equipment installer or contractor.
3. Per ASME Sect. VIII UG-125 a) and g) the customer shall furnish and install pressure relief devices on all pressure sources to our system. Pressure relief valves are not included on each tank.



TANK INTERNAL DISTRIBUTORS:

- Six (6) Integral single pipe type inlet distributor/waste collectors with schedule 10 304 stainless steel pipe manifolds with orifices .
- Two (2) Header-lateral underdrain distributors with schedule 80, PVC manifolds and laterals, and 5 inch square stainless steel and monel expansive port sandvalves installed on 15 inch maximum centers.

NOTES:

1. The tank inlet and underdrain distributors will be shop installed prior to shipment.
2. The proposed underdrains require a concrete fill of the tank bottom heads plus a section of the straight shell to the bottom of the sandvalves. Approximately 446 cubic feet of concrete will be required per filter. All concrete is to be furnished and installed by the contractor.



FILTER MEDIA:

- Six (6) 17.25 inch graded gravel support beds (154 FT3 per cell, 924 FT3 total).
- Six (6) 18 inch beds (167 FT3 per cell, 1002 FT3 total) of GreensandPlus.
- Six (6) 12 inch beds (110 FT3 per cell, 660 FT3 total) of Anthracite.

NOTES:

1. The GreensandPlus will meet the following criteria:
 - a) Specific gravity:approx. 2.4
 - b) Effective size:0.30 – 0.35 mm
 - c) Uniformity coefficient: ...less than 1.6
 - d) Screen grading: 18 x 60 mesh
2. The Anthracite will meet the following criteria:
 - a) Specific gravity:approx. 1.6
 - b) Effective size:0.6 – 0.8 mm
 - c) Uniformity coefficient: ...less than 1.6
3. All filter media is to be field installed by the contractor.
4. H&T will provide approximately 1848 one half cubic foot bags of graded gravel plus 5% extra, 2004 one half cubic foot bags of GreensandPlus and 660 one cubic foot bags of Anthracite.
5. GreensandPlus and anthracite are available in bulk sacks if desired. Bulk sacks are a special order and if desired we would require notice upon receipt of an order.



FILTER EXTERIORS:

Two (2) Valve nest exteriors consisting of:

Bray model 3W butterfly control valves with wafer style cast iron bodies, EPDM seats, nylon coated discs, and Bray Series 70 (120VAC) electric motor operators with auxiliary limit switches, and manual handwheel de-clutchable overrides for:

- Cell 1 inlet (6 inch).
- Cell 2 inlet (6 inch).
- Cell 3 inlet (6 inch).
- Outlet/backwash inlet (10 inch).
- Cell 1 backwash outlet (8 inch).
- Cell 2 backwash outlet (8 inch).
- Cell 3 backwash outlet (8 inch).
- Rinse outlet (6 inch).

Bray model 3W butterfly valves with wafer style cast iron bodies, nylon coated ductile iron discs and manual handwheel gear operators for:

- Inlet isolating (10 inch).
- Outlet isolating (10 inch).
- Drain (3 inch), w/manual lever.

Apco model 200A or equal automatic air vent valves with threaded cast iron bodies and stainless steel floats for:

- Tank air vent (1 inch).

Flow-Tek or equal stainless steel ball valve with manual operator for:

- Tank air vent isolating (1 inch).
- Backwash telltale (.5 inch), 3 ea.
- Manual air vent (1.5 inch).



SYSTEM FACE AND INTERCONNECTING PIPING:

UNLINED CARBON STEEL PIPING:

Schedule 40 carbon steel pipe with 150# weld neck carbon steel flanges, and schedule 40 butt weld carbon steel fittings:

NOTES:

1. Pricing is based on the most compact arrangement of the units as practical.
2. All pipe supports for the interconnecting piping not located on a factory skid-mounted unit are to be furnished by the purchaser. Skid mounted piping will be supported from the skid and tank.
3. The exterior surfaces of all non-stainless steel will be cleaned by sandblasting and painted with one (1) coat of Tnemec N69 primer. Finish painting will be field applied by the contractor. All valves, pumps, meters, etc. will be furnished with the manufacturer's standard painting.
4. The extent of piping included by H&T, Inc. will be limited to the filter connecting headers. Piping to and from the headers is to be furnished by the contractor.
5. This proposal includes a copy of the specification drawings of the filter piping. All shaded piping has been included by H&T, Inc.
6. All system face and interconnecting piping will be furnished with the required bolts, studs, nuts, and gaskets as follows:

Bolts: ASTM A307 Grade B plated carbon steel.
Studs: ASTM A307 Grade B plated carbon steel.
Nuts: ASTM A563 plated steel heavy duty hex.
Gaskets: Shore A70 or equal, 1/8 inch thick.



SYSTEM AUXILIARY EQUIPMENT:

START-UP CHEMICALS:

For every 100 cubic feet of GreensandPlus, 20 gallons of 15% bleach, or 50 gallons of 6% bleach is required for conditioning of the media and disinfecting of the tanks.

NOTE:

All start-up chemicals are to be supplied by the purchaser or contractor.

FILTER PRESSURE EQUIPMENT:

- One (1) Ashcroft model D-400 snap acting differential pressure switch for the system common inlet and outlet with a NEMA 4 enclosure.
- Four (4) Ashcroft model 1279SS pressure gauges for the tank inlet and outlets with 4.5 inch diameter dials and stainless steel bourdon tubes.
- Five (5) Sets of polypropylene supply tubing.
- Five (5) Sets of isolating valves.
- Five (5) Sets of sampling valves.

FILTER FLOW EQUIPMENT:

- Two (2) Rosemount model 8750WD magnetic flowmeter, remote mounted aluminum NEMA 4X housing with local display and 4-20 mA output for:
 - Common inlet header (12 inch).
 - Common backwash waste (8 inch).

SURGE PROTECTION:

- Two (2) Edco SLAC lightning and surge protectors mounted on 1/2 inch thick aluminum plate with 1/8 inch thick sun shields on top and both sides of the surge protectors, per drawing E-06, detail "B".



FILTER CONTROL PANEL “FCP”:

- One (1) NEMA 4X floor-mount control panel of Type 316 Stainless Steel (painted White) construction complete with an Allen Bradley CompactLogix L33ER Ethernet programmable controller, Automation Direct #EA9-T10CL 10” diag. color touch screen Operator Interface Terminal, Red Lion #106FX2-ST unmanaged Ethernet/FO switch and all required nameplates, Phoenix Contact #UT-6 terminal blocks, internal type “THHN” stranded copper wire, Phoenix Contact AC surge arrestor, redundant Phoenix Contact Quint series 24VDC power supplies, C3 Controls door mounted disconnect switch, Allen Bradley #700-HK36 series interposing relays, Panduit Type “G” gray wire duct, Panduit heat-shrink white wire sleeves, Phoenix Contact Ethernet surge suppressor, Eaton/Powerware series UPS (10 minute backup for PLC, OIT & DCPS only), GracePort door-mount interface, folding shelf, A/C unit w/integral heater, corrosion inhibitors, DinSpace F.O patch panel with “ST” connectors, GFCI duplex, UL-508 label, and etc.

FLOW TRANSMITTER SURGE PROTECTION BOX:

- One (1) NEMA 4X electrical wall-mount type enclosure of Type 316 Stainless Steel (painted White) construction complete with AC & signal surge protectors, C3 Controls supplemental circuit breakers, all required nameplates, Phoenix Contact #UT-6 terminal blocks, ground bus bars/lug, internal type “THHN” stranded copper wiring, UL-508 label, and etc.
Note: This box shall be mounted on Transmitter Plate and pre-wired to both transmitters.

FILTER CONTROL PANEL SPARE PARTS:

- One (1) Lot of spare parts containing the following:
- A. One (1) of each AC Surge Protector used
 - B. One (1) of each 4-20mA Surge Protector used
 - C. One (1) of each 120VAC Signal Surge Protector used
 - D. Ten (10) of each fuse used
 - E. Five (5) of each relay used
 - F. One (1) 24VDC power supply
 - G. Ten (10) corrosion inhibitors



NOTES:

1. The Filter Control Panel will be completely shop wired and tested prior to shipment. The Filter Control Panel shall be mounted by others.
2. All interconnecting wiring, conduit, and wire terminations between the Filter Control Panel and remote located electrical equipment is to be furnished and installed by the contractor. A 120VAC-1PH-60Hz, 40A power feed is required for control panel.
3. H&T will supply one (1) Fiber Optic port for communication to Network Comms Panel (by others) via Ethernet/IP protocol. All required interconnecting Fiber Optic cable and “ST” connections shall be by others.
4. UPS will supply backup for the PLC, OIT and 24VDC power supplies only. All motorized valve actuators will stay in their current position upon power failure.
5. A registered copy of Allen Bradley PLC and Automation Direct OIT software is included in this proposal.
6. All control, status, and indication shall be via the OIT screens.
7. Any and all instrumentation not listed in this proposal shall be provided by others.
8. H&T will submit our standard electrical drawing package, which includes ladder logic drawings, external and internal panel view drawings, electrical equipment lists, PLC system architecture drawing and electrical wiring diagrams showing both internal/external wiring.
9. All engineering and drafting required for field interconnecting conduit, cable list and sizing, conduit supports and maps of interconnecting electrical installation, conduit and trays shall be supplied by others. All engineering and drafting required for customer’s ground grid system shall be by others.



SYSTEM SOFTWARE/PROGRAMMING EQUIPMENT:

Programming integral to the operation of the equipment supplied by Hungerford & Terry, Inc. will be performed by Hungerford & Terry, Inc. using AB Rockwell RSLogix PLC programming software and Automation Direct C-More Windows OIT programming software. H&T will provide one (1) copy of the PLC and OIT programming software for purchaser's use.

SHOP FABRICATION:

All filter tank internal distributors will be completely shop fabricated prior to shipment.

All filter tank exteriors piping will be shop fabricated to the proper lengths as shown on our construction drawings, and will be furnished with all required flanges installed.

All equipment and materials will be shipped for jobsite installation by the purchaser unless specifically mentioned above to be installed prior to shipment.

HUNGERFORD AND TERRY, INC. STANDARD SURFACE PREPARATION AND SYSTEM PAINTING:

MISC. EQUIPMENT:

The exterior surface of all misc. valves, pumps, etc. will be furnished with the manufacturer's standard prime coat painting or standard prime and finish painting.

FINISH PAINTING:

Unless specifically mentioned above, finish painting of all equipment furnished by Hungerford & Terry, Inc. is to be field applied by the installation contractor



PRICE SUMMARY

Price:

\$953,787.00

Nine Hundred Fifty Three Thousand, Seven Hundred & Eighty Seven Dollars

F.O.B. Shipping Points: With full motor freight allowed to the jobsite:
Payable in US currency, plus any applicable Municipal, State or Federal Taxes.

Payment Terms:

TBD

Net thirty (30) days. All invoices are due within 30 days. A service or interest charge of 1 ½% per month (18% per annum) will be assessed on all amounts which become past due.

A copy of the payment bond (if applicable) will be required as part of the credit approval process. Purchaser agrees to make pro rata payments for partial shipments and further agrees that if shipment of material is delayed by any act or omission on part of purchaser, payment shall become due within thirty (30) days after the material is ready for shipment

Shipment:

Applicable freight to location is included in the price of the contract. Logistics of shipment will be advised as project proceeds.

Acceptance by Purchaser

Date _____
By _____

HUNGERFORD & TERRY, INC.

Christopher Ralph, Inside Sales Manager

This proposal is hereby accepted by:
Hungerford & Terry, Inc.



FIELD SERVICE CHARGES

Included Service:

Hungerford and Terry will provide One service tech for TBD days to assist with installation of the proposed unit and training of operators.

Additional Service:

Hungerford & Terry, Inc., will furnish a Field Supervisor at USD-\$1,200.00 per weekday of 8 consecutive hours or USD-\$150.00 per hour, coinciding with the Purchaser's regular business hours during the normal work week of Monday through Friday including traveling time, plus living and traveling expenses from date of departure from Clayton, NJ, to destination and return. All time in excess of 8 hours shall be charged at 1-1/2 times the daily rate and all traveling and living expenses will be charged at cost. Meal charge is USD-\$50.00 per day.

All overtime will be charged at 1-1/2 times the daily rate.

PLEASE NOTE: The Purchaser will be charged for the services of the Field Supervisor at the jobsite when service cannot be rendered because of delay or conditions beyond Hungerford & Terry's control. In cases of undue delay, Hungerford & Terry reserves the right to recall the supervisor.

HUNGERFORD & TERRY, INC.

PER: _____
Christopher Ralph, Inside Sales Manager

DATE: _____

ACCEPTED: _____

PER: _____

TITLE: _____

DATE: _____



CONDITIONS

Prices are based on present day labor and material costs and subject to revision after thirty days from date of quotation. They do not include any Federal, State, Municipal or other tax or Government charge applicable to the sale, shipment or use of equipment quoted on.

Deliveries are contingent upon strikes, accidents, delays in manufacture and other causes beyond our control.

Any typographical or clerical errors in the prices or specifications are subject to correction.

Order shall be made out to Hungerford & Terry, Inc., Clayton, NJ, and shall be subject to acceptance by us at Clayton, NJ. After acceptance, orders may be cancelled only with our written consent and on terms that will indemnify us against loss. Equipment on material cannot be returned except by special permission and when so returned will be subject to discount.

The Company will, free of charge, replace or repair, after receipt f.o.b. its factory promptly and within one year from shipment by it, any part of equipment which, under normal or proper use proves to be defective in workmanship or material. In no event shall the Company be liable for consequential damages.

The Company shall not be liable for failure to perform or delay in performing any obligation if such failure or delay shall be caused directly or indirectly by invasion, insurrection, riot, war, military authority, or by fire, flood, strike, or labor difficulty or by any other cause, whether of the same or different nature from those enumerated, beyond our reasonable control.

From the time said machinery of apparatus or any part thereof arrives on the premises, and until Hungerford & Terry, Inc., for an amount equal to the unpaid portion of the purchase price of the same; such loss or damage to be payable to Hungerford & Terry, Inc., as its interests may appear. All losses by fire or other casualties for which Hungerford & Terry, Inc., is not indemnified and paid under such policies of insurance, shall be borne by the Purchaser on and after the arrival of said machinery or apparatus, or any part thereof on Purchaser's premises.

The title and right of possession of above described articles shall remain vested in Hungerford & Terry, Inc. until Purchaser shall have made full payment thereof in cash and this right shall not be waived by attachment of said articles to the real estate. Upon Purchaser's failure to make above agreed payments or any part thereof, Hungerford & Terry, Inc. is to retain any and all partial payments which may have been made as liquidated damages, and shall be entitled to take immediate possession of said materials.

This proposal, of which the Conditions of Sale are an integral part, shall not become a contract or become binding until it has been approved and signed by a representative of Hungerford & Terry, Inc. at its home office, Clayton, NJ. Persons signing on behalf of purchaser hereby represent that they are legally authorized to enter into this contract.

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Owner Direct Purchase of a Generator for the Wastewater Treatment Facility for the Amount of \$439,750.00

REQUESTED ACTION: Staff Recommends Approval

CONTRACT: Vendor/Entity: Integrated Power Services (IPS)
Effective Date: 09/17/2024 Termination Date:
Managing Division/Department: Utility Department / Wastewater Division

BUDGET IMPACT: Funds for this purchase will be utilized from account 402-536-70-7353 (Wastewater Treatment Plant Project)

HISTORY/FACTS/ISSUES:

The current generator at the wastewater treatment facility has reached the end of its life cycle and is in need of replacement. The City was able to find an available generator ready to be shipped from one of our current contractors, Integrated Power Services. Staff are recommending the owner-direct purchase of the new treatment facility's generator to replace the current generator. The tax savings to owner direct purchase this unit will be \$26,435.00. The generator is sized to meet the needs of the new wastewater treatment facility. Once the new facility is constructed, this generator will be relocated and installed as the permanent generator.

Staff recommends approval to purchase the new generator from Integrated Power Services (IPS) for the amount of \$439,750.00 with a tax savings of \$26,435.

**CITY OF WILDWOOD
VENDOR PURCHASE ORDER REQUEST (VPOR)**

PROJECT NAME: Wildwood WRF BNR CMAR

DATE: 8/26/2024

CM NAME: Garney Companies, Inc.

VPOR NO.: _____

CONTRACT NO.: _____

NEW: ☒

REVISED: ☐

PO NO.(if revised): _____

VENDOR'S INFORMATION

COMPANY NAME: IPS Power Systems

DBA (if applicable): _____

ADDRESS: 4372 Lb Mcleod Road
Orlando, FL 32811

POINT OF CONTACT: John Bruni

PHONE: 407-252-3368

FAX: NA

EMAIL: John.Bruni@tawinc.com

SHIPMENT INSTRUCTIONS

SHIP F.O.B. DESTINATION to:

City of Wildwood c/o Garney Companies, Inc.

1290 Industrial Drive
Wildwood, FL 32163

ATTN: Tom Manning

PHONE: 407-466-4185

ITEM NO.	QTY.	ITEMS INCLUDED IN PO FOR BID PACKAGE (BP)	UNIT	AMOUNT (\$)
1	1	Attachment 1 – Purchase Order	EA	\$439,750.00
2	1	Attachment 2 – Supplemental Terms and Conditions of Purchase Order (Garney)	EA	Included in price above
3	1	Attachment 3 – Waivers of Lien and Release of Claim Documents & Insurance Req.	EA	Included in price above
SUBTOTAL:				\$439,750.00
SALES TAX:				N/A
TOTAL:				\$439,750.00
ORDER AMOUNT SUBJECT TO SALES TAX:			Refer to page 3 for details of taxable items and amounts.	
SALES TAX SAVINGS FOR THIS PURCHASE ORDER:				

CERTIFICATION & APPROVAL BY VENDOR:

As the authorized representative of the Vendor, I hereby certify to City of Wildwood the material(s) and/or products(s) identified in the Vendor Purchase Order Request and included in the listed attachments will be submitted, furnished, and delivered in conformance with the requirements of the Bid Documents and Contract Requirements. Vendor accepts and agrees to attached terms & conditions and will fulfill all included Vendor requirements for the total price shown above. Vendor understands payment for services, material, and equipment provided is contingent on approval from the Subcontractor, Construction Manager, Design Professional, and the City where required.

BY: _____
Signature

_____ Date

BY: _____
Name & Title (Print)

CERTIFICATION & APPROVAL BY CONSTRUCTION MANAGER:

As the authorized representative of the Construction Manager, I hereby certify to City of Wildwood that we will perform our contractual responsibilities to ensure the material(s) and/or products(s) identified in the Vendor Purchase Order Request are in conformance with the requirements of the Contract Documents and that all required submittal(s) for the material(s) and/or product(s) have been provided and have received approval from the Subcontractor, Construction Manager, Design Professional, and the City where required.

BY: _____
Signature

_____ Date

BY: _____
Name & Title (Print)

APPROVAL BY WILDWOOD:

BY: _____
Signature

_____ Date

BY: _____
Signature

_____ Date

ACCOUNT STRUCTURE (for S.C. Fiscal use Only)	FUND	SITE	PROJECT	FUNCTION	PROGRAM	OBJECTIVE

VPOR v BRWRF - 29-Oct.-2021



CITY OF WILDWOOD
100 N MAIN STREET
WILDWOOD, FL 34785

SHIP TO

PUBLIC WORKS
743 HUEY STREET
WILDWOOD, FLORIDA 34785
(352) 330-1343

VENDOR

Vendor #: GARNE010

GARNEY CONSTRUCTION
6345 E CR 470
SUMTERVILLE, FL 33585

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 24-01472

ORDER DATE: 06/11/24
DELIVERY DATE:
STATE CONTRACT:
F.O.B. TERMS: Destination
VENDOR ACCT NUM:
VENDOR PHONE #:
VENDOR FAX #:
PURCHASE TYPE:

PAYMENT TERMS

NET 45 per Florida Statute 218.70, The Local Government Prompt
Payment Act. Submit invoices to finance@wildwood-fl.gov

NOTICE: TAX EXEMPT - TAX ID: 59-6000450

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	SAMPLE PURCHASE ORDER Catalog #: SAMPLE	001-541-30-3100 PROFESSIONAL SERVICES	0.0000	0.00
			TOTAL	0.00
SAMPLE PURCHASE ORDER VOID VOID VOID				

CLAIMANT'S CERTIFICATION & DECLARATION	OFFICER'S CERTIFICATION	APPROVAL TO PURCHASE
I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one. _____ VENDOR SIGN HERE _____ OFFICIAL POSITION DATE _____ TAX ID NO. OR SOCIAL SECURITY NO.	I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures. _____ DEPT. HEAD DATE VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER & ITEMIZED BILLS TO: CITY OF WILDWOOD 100 N MAIN STREET WILDWOOD, FL 34785	DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW SAMPLE SAMPLE _____ Authorized Signature:



370 E Crown Point Rd
Winter Garden, FL 34787

To: IPS Power Systems
4371 LB Mcleod Road
Orlando, FL 32811

Attention: John Bruni
Phone: 407-252-3368
Email: John.Bruni@tawinc.com

PURCHASE ORDER

PO Number: 0669ODP002

Date	Job No.	Group/Cost Code
September 10, 2024	0669	NA

Ship To: Garney Construction
Wildwood WRF
1290 Industrial Drive
Wildwood, FL 32163

Requisitioned By	When Deliver	Ship Via	F.O.B. Point	Terms
Tom Manning	10/14/24	Your Truck	Jobsite	See PO
Purchase Order Amount	Unit	WM	Rate	Amount
Kohler Generator	1	LS	\$ 439,750.00	\$ 439,750.00
Tax	1	LS	\$ 0.00	\$ 0.00
Surtax	1	LS	\$ 0.00	\$ 0.00
TOTAL				\$ 439,750.00

Description

Furnish, Fabricate, and deliver the following in strict accordance with the contract documents.

Purchase order includes:

One (1) KOHLER Model KD900, EPA Certified Diesel Generator Set, 900 kW, @ 0.8 PF, 60 Hz, 3 Phase, 277/480 Volt

- APM 603 Controller
- Enclosure: Sound Level II Aluminum, 186 MPH Wind Load Rated
 - Hurricane Rated Enclosure, Missile Impact Rated
 - 100 amp, 1ph, Load Center
 - Basic Electrical Package, Light package, DC Lights
 - Enclosure Heater
- Sub-base Fuel Tank, 72 Hour, 5120 Gallon, UL142
 - 7.5 Gallon Spill Containment, FDEP
 - Fuel in Basin Switch, FDEP
 - 3 Alarm Fuel Tank Panel, FDEP
 - Fuel Water Separator, Flexible Fuel Lines
- Stairs and Platforms on both sides of the enclosure
- Line Circuit Breaker, 3 Pole, 100% Rated,
 - 1600 amp, Electronic LSI w/ Shunt Trip
 - 1600 amp, Electronic LSI w/ Shunt Trip
- Generator Heater
 - Block Heater 208 Volt, 6000 Watt Battery Rack and Cables
- Starting Battery, AGM Battery Charger: 20 Amp
- Remote Emergency Stop, Lockable
- Remote Annunciator
- Certified Factory Test @ 0.8 P.F.
- 1 Engine, Generator Parts, Maintenance Manuals & 1 Electronic Manual Vibration Isolators: Internal
- Warranty and Services:
 - Five Year Warranty

- Start Up
- On Site Load Bank Testing
- Owner's Training
- Supplied by Others:
 - Off-loading @ Job Site Installation of System Fuel & Electrical Piping
 - All Infrared, 3rd Party & NETA Testing
 - Supply of Fuel

Total amount for above shall be for the lump sum amount of four hundred thirty-nine thousand seven hundred fifty dollars and zero cents (\$439,750.00)

Garney's Standard Terms and Conditions Attachment "A" and Attachment "Purchase Order Insurance" are attached and form an integral part of this order.

All deliveries are F.O.B. jobsite.

Payment terms shall be 90% net 37 days, 10% upon beneficial Use of the Generator.

A signed copy of delivery ticket must accompany all invoices.

Generator shall be delivered by 10/14/24.

At the time of shipment, provide two (2) copies of shipping lists with the truckload and send two (2) copies of shipping lists along with your invoice. The shipping list must match the invoice and both the shipping list and invoice must have appropriate mark numbers.

Address any questions regarding this order to Tom Manning Project Manager | 407-466-4185 | tmanning@garney.com

Time is of the essence

Invoices against this Purchase Order must show this Purchase Order number, or the Invoice will be returned for proper identification and discount period, if any, will start on the date the corrected invoice is received by Garney Companies, Inc. Purchase Orders in excess of \$150,000.00 or with modifications to standard terms and conditions must be signed and executed by a Company Officer. Garney's Standard Terms and Conditions and Attachment Purchase Order Insurance are an integral part of this order

Garney Companies, Inc.

(Vendee)

We hereby acknowledge receipt and acceptance of the above referenced Purchase Order.

Signed _____

Garney Authorized Signer

Date: _____

Date: _____

GARNEY COMPANIES PURCHASE ORDER CONDITIONS

1. The signing, commencement of or fulfillment of this Purchase Order (the "Agreement") shall constitute Vendor's complete acceptance of and agreement to all terms and conditions hereof and confirmation and acknowledgement of Vendor's understanding of the same. The Vendee and the Vendor are hereby mutually bound by the terms of this Purchase Order Agreement. Notwithstanding any other provision of this Purchase Order Agreement, the Vendor shall be bound by the terms and conditions set forth in the prime contract and Contract Documents related to its work or services and Vendor hereby assumes toward the Vendee all of the same obligations, rights, duties, and redress that the Vendee assumes toward the Owner under the prime contract and the Contract Documents.
2. Materials received which do not conform to stated Specifications, Drawings or Contract Documents are subject to return to the Vendor at the Vendor's risk and expense.
3. Vendee reserves the right to hold retainage until such time as the shipment can be determined to be free of shortages, hidden damage, or defective workmanship and improper materials. Payment shall not be construed to be an acceptance of defective work or improper materials.
4. Vendor agrees to defend, indemnify and hold harmless Vendee, its agents and employees and the Owner, from any and all claims, suits and liability for infringement or violation of any patent or patent right to the extent arising in connection with the use of the Vendee and the Owner of any of the materials furnished to it by Vendor, and Vendor agrees at its expense to defend any action brought against Vendee and/or the Owner founded upon the claim that any such materials or any part thereof infringes any such patent.
5. Vendor agrees to defend, indemnify and hold harmless the Owner of the premises at the work site and the Vendee, their agents and employees, from and against all claims, demands, actions, and remedies of collection available under law, including reasonable attorneys' fees, related to damages because of bodily injury, including death resulting there from, sustained by any person or persons, or on account or damage to property, including loss of use thereof, to the extent arising out of or in consequence of the furnishing or delivery of material or equipment to and on the jobsite for such injuries to person or damage to property as are due or claimed to be due to any negligence of the Vendor, its employees or agents. It is agreed that the signing of a delivery ticket by the Vendee's employee shall constitute only an acknowledgement of delivery and any other clauses or contractual statements in said delivery ticket do not apply.
6. In the event of any breach by the Vendor of any provision or obligation of this Agreement, or in the event of the assertion by any third party(ies) of any claim or lien against the Vendee, or the Owner of the premises, arising out of the Vendor's performance of this Agreement, or any subcontract thereof, the Vendee shall have the right in its sole discretion to retain out of any payments due or to become due to the Vendor an amount sufficient to protect the Vendee completely from any and all foreseeable loss, damage or expense until such time as any claim or lien has been satisfactorily remedied or adjusted by the Vendor. Further, Vendor shall defend, indemnify and hold harmless Vendee, Vendee's employees, agents, officers, and directors, and the Owner of the premises from any and all claims by reason of any negligence, default, breach of contract, or misconduct, on the part of the Vendor, its subcontractors, agents, servants or employees, during the performance of this Agreement, including, without limitation, any alleged defects or failures of Vendor's products, including, negligence, fault or omission by Vendor. This indemnity shall include, but not be limited to, all expenses of litigation, court costs and reasonable attorney's fees, through and including any appeal. Except as otherwise expressly provided in this Agreement, NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY, OR ANY THIRD PARTY BENEFICIARY, FOR ANY LOST DATA, LOST PROFITS OR INCIDENTAL, CONSEQUENTIAL, PUNITIVE, SPECIAL, OR OTHER INDIRECT DAMAGES OF ANY KIND FOR ANY REASON. Notwithstanding the foregoing, Vendee shall be entitled to recover all such damages from Vendor where the Prime Contract subjects Vendee to liability for such damages.
7. The Vendee reserves the right to cancel, suspend or modify this order at the Vendee's option if the Vendor is unable to supply materials or services when needed.
8. Worker's Compensation, Employers' and General Public Liability Insurance and Automobile Public and Property Liability Insurance together with Social Security and Unemployment Compensation Taxes on labor involved in executing this order shall be at the expense of and paid for by the Vendor to the proper agencies.
9. No agreement or other understanding in any way modifying the conditions of this contract will be binding upon either party unless made in writing and signed by its authorized representative.
10. Vendee's count will be accepted as final and conclusive on all shipments not accompanied by packing ticket.
11. The Vendor shall furnish for the approval of the Owner or his representative, all Shop Drawings, samples, material certifications, laboratory reports, material testing (required by the contract), and all required test result forms must accompany shipments as required on all workmanship and materials entering herein shall be in strict accordance with said approved shop drawings and samples. This shall be done at no additional expense to the Vendee.
12. The Vendor shall exercise the utmost diligence to obtain the drawings and information necessary to prepare Shop Drawings and/or the materials herein contemplated, and if it at any time drawings or information have not been furnished or approved the Vendor shall, from time to time and at frequent intervals, inform the Vendee in writing as to what drawings or information may still be required to complete delivery within the time specified. Vendee will provide reasonably prompt responses to Vendor's requests for information or approvals.
13. The Vendor is familiar with the Fair Labor Standards Act in relation to wages and hours and The Federal Occupational Safety and Health Act of 1970, and where such Acts apply to the materials furnished under this contract, the Vendor agrees to comply

with the terms and provisions thereof and agrees to hold the Vendee harmless from any violation of the same by the Vendor. Supplier will comply with all provisions of Title VII of the US Civil Rights Act of 1964, as amended. Supplier will comply with all applicable provisions in the preparation of its Affirmative Action Plan and in the performance of its Affirmative Action/Equal Employment Opportunity duties under this Contract.

14. **Time is of the Essence / Delays:** Time is of the essence. The Vendor agrees that if the Vendor shall delay the materials progress of the above described work so as to cause any loss to the Vendee or damage for which the Vendee shall become liable, the Vendor shall become responsible for any losses or damage to the extent that such damages are caused by Vendor and not by Vendee.
15. The Vendor shall not sublet or assign this contract or any portion thereof without the written consent of the Vendee, and in - the manufacture, assembly, and delivery of the materials covered by this contract, this Vendor shall employ only such labor as will enable the Vendee to erect said materials at the building in harmony with all trades employed on this operation.
16. Work on all materials called for shall be started in a timely matter in order that the Vendor may commence deliveries to the location as herein stated or upon receipt of notice mentioned herein. If the materials herein called for be not delivered promptly, thereby causing or threatening to cause delay in the general progress of the work, the Vendee shall have the right to investigate the cause of said delay and to expedite deliveries, and all expenses this incurred by the Vendee shall be charged to and paid by the said Vendor. The Vendor shall be bound by the relevant Force Majeure clause or similar provision addressing events beyond the control of the parties, if any, in the prime contract and shall be entitled to relief only if and to the extent Vendee receives relief from the Owner, in whatever form, including relief in the form of time or money, assuming that Vendor can demonstrate an actual delay to the critical path and that there are no other factors attributable to the Vendor impacting the entitlement to or quantum of such relief. In no event shall Vendor be entitled to any relief other than an extension of time which shall be Vendor's sole and exclusive remedy unless the remedies or relief provided by the owner do otherwise.
17. Vendor warrants and guarantees that all goods and materials furnished hereunder will be free from defects, of good quality and workmanship and in strict accordance with the specifications and agrees to repair or replace at its own expense any defect in materials which may occur or develop within one (1) year after acceptance of the materials unless stated otherwise on this purchase order. If the material furnished to the Vendee shall fail to conform to this agreement or to any express or implied warranty, the Vendor shall furnish instructions for its disposition. Any expense or charges involved in such disposition shall be borne by the Vendor.
18. As an express condition precedent to payment of any invoice for payment or related document, Vendor agrees that it shall provide and execute the Vendee's form of the Partial (Conditional) or Final (Unconditional) Waiver of Lien and Release of Claims attached hereto as Attachment "A." Failure to provide and execute the form(s) attached hereto as Attachment "A" with any invoice payment or related document shall enable Vendee to withhold and refuse payment to Vendor until such time as the documentation is provided, and such withholding shall not constitute a breach or default of this Agreement.
19. Vehicle Load Limits. By accepting this Purchase Order, the Vendor will be deemed to have all State or Municipal Specifications regarding "Vehicle Load Limits" in that the Vendor shall not exceed the legal maximum gross load on any road or bridges during their hauling. Any Assessment to due to a violation by Vendor will be backcharged to the Vendor.
20. This is a firm fixed price contract such that quantities may be increased or decreased at the same unit price by Vendee. In the event the Vendor has a claim for price escalation or related claims, Vendor's recovery for such a price escalation claim shall be limited solely to the extent of any recovery obtained by the Vendee from the Owner under the Prime Contract, if any, minus Vendee's costs incurred which shall constitute the sole and exclusive remedy available to the Vendor.
21. To the extent Vendee believes a claim, dispute or controversy ("Claim") submitted by Vendor arises out of, or relates to, issues attributable to the Owner or for which Owner is responsible, in whole or in part, ("Owner Disputes"), such Owner Disputes shall be resolved exclusively pursuant to the dispute resolution clause set forth in the prime contract. It is the Vendors obligation to strictly comply with the terms and provisions of the prime contract related to Vendors Claims and the Disputes Clause. Vendor is responsible for the preparation and presentation of its Claims to the Owner, including, without limitation, timely compliance with notice provisions of the prime agreement and this Agreement whichever is shorter, and Vendor shall bear all expense related thereto, including attorneys' fees. Vendor agrees to be bound to and by any and all rulings, decisions, findings, resolutions or determinations (hereinafter "Resolution(s)") made or rendered in regard to Vendors Claim(s), whether pursuant to the Disputes Clause or otherwise. The Vendees submittal of the Vendors Claims pursuant to the Disputes Clause of the prime agreement and any Resolution reached thereunder is the sole and exclusive remedy and is in full satisfaction and discharge of Vendors Claims. Vendee's sole obligation is to provide or pay Vendor whatever remedy or relief is obtained from the Owner pursuant to the Resolution under the Disputes Clause. Vendor agrees that it will accept such relief, remedy or amount, if any, received by Vendee from Owner as its sole and exclusive remedy in full satisfaction and discharge of such Claims and that it will not pursue relief or take any other action against Vendee with respect to any such Claims.

During the pendency of any dispute with the Vendee under this Purchase Order or with respect to any Claim attributable to Owner

Disputes, Vendor shall be obligated to continue its performance of its obligation under this Agreement.

22. The Agreement shall be construed and enforced in accordance with the laws of the State where the project resides. Any dispute, controversy or claim arising out of or relating to the project, this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association under its Construction Industry Arbitration Rules and Mediation Procedures then in effect with the exception that the parties agree that the Procedures for Large, Complex Construction Disputes shall apply to any disputes in which the claim or counterclaim is \$ 1,000,000.00 or more exclusive of interest, attorneys' fees and arbitration fees and costs. The place of arbitration shall be Kansas City, MO. Judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. In the event that one party hereto becomes involved in a dispute, proceeding or

Updated as of February 2024

arbitration with a third-party that involves the Work or services provided or performed by the other party, or the dispute invokes questions of fact or law relating to the work or performance thereof of one party, the party performing such Work or services agrees to be joined as a party in and bound by such dispute proceeding or arbitration.

Attachment A

VENDOR'S PROGRESS WAIVER OF LIEN AND RELEASE OF CLAIMS

The undersigned Subcontractor or Vendor (hereinafter collectively referred to as "Subcontractor") has furnished certain labor, work, skills, materials, and / or equipment (hereinafter "Work") to the ("Project") located in County, FL. Date of last work covered by payment request is _____.

Certificate

The undersigned, in order to induce payment to be made, hereby represents and warrants that it has furnished certain labor, work, skills, materials and / or equipment ("Work") in the total amount of \$ _____ less withholding of retainage of ____% as allowed by the Contract or Agreement ("Contract"), for an amount due and payable of \$ _____. Contingent upon the issuance and payment of a valuable consideration of \$ _____ as set forth above, and being familiar with the penalties for false certification, Subcontractor does hereby certify, warrant and represent to Owner, Owner's lenders, Contractor, Subcontractor/Vendor if appropriate, their respective sureties and lenders, and each of their respective employees, officers and agents (hereinafter collectively referred to throughout as "Beneficiaries"), that:

1. The amount requested for labor performed and equipment and material supplied for or in connection with the Project and the real property upon which the Project is located, represents the actual value of Work accomplished under and pursuant to the terms of the undersigned's Contract and all authorized changes thereto (hereinafter the "Contract").
2. No Work, labor, equipment or materials have been supplied under contracts or agreements with the undersigned, either verbal or written, or any arrangements of any type whatsoever, other than under the Contract and duly authorized and executed change orders, except as noted here: _____.
3. Payment in full, less retainage if any, has been made by the undersigned (a) to all of the undersigned's subcontractors, equipment providers, materialmen, vendors and laborers, and (b) for all labor, Work, skills, materials and / or equipment used or furnished by the undersigned in connection with the performance of the Contract. The undersigned represents and warrants that the payments that have been or will be made out of this payment to such persons or firms will fully and completely compensate them for all work in connection with the Project.
4. The undersigned has complied with and is currently in compliance with Federal, State and Local tax, wage and hour and labor laws, including, without limitation, Income Tax Withholding, Sales Tax, Social Security, Unemployment Compensation and Worker's Compensation laws, Wage and Hour laws, and Labor laws, insofar as applicable to the performance of the Contract.
5. The undersigned acknowledges and agrees that it is receiving the funds paid in consideration of this Application as a trustee, and said funds will be held in trust for the benefit of all subcontractors, materialmen, suppliers and laborers who supplied labor, Work, skills, material and / or equipment for which the Beneficiaries or the property on which the Project is located might be liable, and that the undersigned shall have no interest in such funds until all these obligations have been satisfied in full.
6. It is acknowledged that this Subcontractor/Vendor Partial Waiver of Lien and Release of Claims is for the benefit of and may be relied on by the above-listed Beneficiaries.

Partial Waiver of Lien and Release of Claims

NOW, THEREFORE, effective as of receipt of the payment referenced in this Application, the undersigned irrevocably and unconditionally releases and waives any and all construction/mechanic's lien rights, notices, claims and liens, or other liens or right to claim other liens against the Project and/or the real property on which the Project is located. The undersigned agrees and acknowledges that receipt of payment referenced herein constitutes a full and final satisfaction of all amounts due and payable and of all Claims as defined below. The undersigned further irrevocably and unconditionally releases and waives any and all claims, rights, demands, relief and causes of action of whatever nature, whether sounding in tort, contract or equity and / or whether arising from or in connection with the Contract or otherwise, (hereinafter "Claims") against the above-listed Beneficiaries, the Project and / or the property on which the Project is located, and / or the improvements and other property located thereon, through the date of Work covered by this application. The undersigned shall defend, indemnify and hold the Beneficiaries and their respective successors and assigns harmless from and against any and all Claims liens, bonds, proceedings or suits, including, without limitation, for all costs, expenses, attorney's fees and consultant fees, in connection with or relating to the Contract, the Project, the property, the Work and / or the representations herein or which relate to or arise out of the enforcement of this Partial Waiver of Lien And Waiver of Claims. Garney Companies, Inc. at its option shall have the right to participate in the defense of any claims asserted against it, approve the selection of counsel and approve the terms of any settlements made in its name or on its behalf.

Subcontractor: _____
Title: _____
State of: _____

By: _____
Date: _____
County of: _____

On this _____ day of _____, 20____ Before me, the undersigned, personally appeared _____ of _____ who executed this document and acknowledged to me that he/she executed the same for the purposes therein stated.

Signature of Notary _____
My Commission Expires: _____

Printed Name of Notary _____

VENDOR'S FINAL WAIVER OF LIEN AND RELEASE OF CLAIMS

The undersigned _____ subcontractor or Vendor (hereinafter collectively referred to as "Subcontractor") has furnished certain labor, work, skills, materials, and / or equipment (hereinafter "Work") to the _____ ("Project") located in _____ County, FL.

Certificate

The undersigned, in order to induce final payment to be made, hereby represents and warrants that it has furnished certain labor, work, skills, materials and / or equipment ("Work") with respect to the Project. Contingent upon the issuance, clearance and final payment of a valuable consideration of \$ _____ for Work performed or provided, and being familiar with the penalties for false certification, Subcontractor does hereby certify, warrant and represent to Owner, Owner's lenders, Contractor, Subcontractor/Vendor if appropriate, their respective sureties and lenders, and each of their respective employees, officers and agents (hereinafter collectively referred to throughout as "Beneficiaries"), that:

1. The amount requested for labor performed and equipment and material supplied for or in connection with the Project and the real property upon which the Project is located, represents the actual value of Work accomplished under and pursuant to the terms of the undersigned's Contract and all authorized changes thereto (hereinafter the "Contract").
2. No Work, labor, equipment or materials have been supplied under contracts or agreements with the undersigned, either verbal or written, or any arrangements of any type whatsoever, other than under the Contract and duly authorized and executed change orders, except as noted here: _____
3. Payment in full, less retainage if any, has been made by the undersigned (a) to all of the undersigned's subcontractors, equipment providers, materialmen, vendors and laborers, and (b) for all labor, Work, skills, materials and / or equipment used or furnished by the undersigned in connection with the performance of the Contract. The undersigned represents and warrants that the payments that have been or will be made out of this final payment to such persons or firms will fully and completely compensate them for all work in connection with the Project.
4. The undersigned has complied with and is currently in compliance with Federal, State and Local tax, wage and hour laws, labor laws, including, without limitation, Income Tax Withholding, Sales Tax, Social Security, Unemployment Compensation and Worker's Compensation laws, Wage and Hour laws, and Labor laws, insofar as applicable to the performance of the Contract.
5. The undersigned acknowledges and agrees that it is receiving the funds paid in consideration of this Application as a trustee, and said funds will be held in trust for the benefit of all subcontractors, materialmen, suppliers and laborers who supplied labor, Work, skills, material and / or equipment for which the Beneficiaries or the property on which the Project is located might be liable, and that the undersigned shall have no interest in such funds until all these obligations have been satisfied in full.
6. It is acknowledged that this Subcontractor/Vendor Final Waiver of Lien and Release of Claims is for the benefit of and may be relied on by the above-listed Beneficiaries.

Final Waiver of Lien and Release of Claims

NOW, THEREFORE, effective as of receipt of this final payment referenced in this Application, the undersigned forever irrevocably and unconditionally releases and waives any and all construction/mechanic's lien rights, notices, claims and liens, equitable liens, or other liens or right to claim other liens against the Project and/or the real property on which the Project is located. The undersigned agrees and acknowledges that receipt of this final payment referenced herein constitutes a full and final satisfaction of all amounts due and payable and of all Claims as defined below. The undersigned forever irrevocably and unconditionally releases and waives any and all claims, rights, demands, relief and causes of action of whatever nature, whether sounding in tort, contract or equity and / or whether arising from or in connection with the Contract or otherwise, (hereinafter "Claims") which were or could have been brought against the above-listed Beneficiaries, the Project and / or the property on which the Project is located, and / or the improvements and other property located thereon. In consideration of the final payment or to be made as set forth above, the undersigned shall defend, indemnify and hold the Beneficiaries and their respective successors and assigns harmless from and against any and all Claims, liens, bonds, proceedings or suits, including, without limitation, for all costs, expenses, attorney's fees and consultant fees, in connection with or relating to the Contract, the Project, the property, the Work and / or the representations herein or which relate to or arise out of the enforcement of this Final Waiver of Lien And Waiver of Claims. Garney Companies, Inc. at its option shall have the right to participate in the defense of any claims asserted against it, approve the selection of counsel and approve the terms of any settlements made in its name or on its behalf.

Subcontractor: _____
Title: _____
State of: _____

By: _____
Date: _____
County of: _____

On this _____ day of _____, 20____ Before me, the undersigned, personally appeared _____ of _____ who executed this document and acknowledged to me that he/she executed the same for the purposes therein stated.

Signature of Notary
My Commission Expires: _____

Printed Name of Notary

Attachment Purchase Order Insurance

- 1.1. All insurance is to be issued by insurance carriers with a minimum AM Best Rating of A- size VII and in liability limits acceptable to Contractor.
- 1.2. Contractor reserves the right to review certified copies of any and all insurance policies to which this Purchase Order is applicable.
- 1.3. Insurance certificates, written on a standard ACORD form, **and a copy of the additional insured endorsement**, must be received by Contractor prior to commencement of work on site.
- 1.4. If Vendor should subcontract any of this work to a third party, Vendor shall see to it that such third party maintains such insurance and shall furnish evidence thereof to Contractor.
- 1.5. Any deductible or self-insured retention amount or other similar obligation under the policies shall be the sole responsibility of the Vendor.
2. Such insurance shall include the following terms and conditions:
 - 2.1. All coverages obtained by Vendor shall be on an occurrence policy form and not on a claims made policy form.
 - 2.2. The cost of defense of claims shall not erode the limits of coverage furnished.
 - 2.3. All insurance certificates will state that all coverages are in effect and will not be canceled without thirty (30) days' prior written notice to Contractor and other required additional insureds.
 - 2.4. Severability of Interest. All insurance carried shall be endorsed to provide that, inasmuch as this policy is written to cover more than one insured, all terms, conditions, insuring agreements and endorsements, with the exception of limits of liability, shall operate in the same manner as if there were a separate policy covering each insured.
 - 2.5. Comprehensive Automobile Liability Insurance. Vendor shall maintain comprehensive automobile insurance, including contractual liabilities insuring the indemnities set forth in this Subcontract covering all owned, non- owned and hired automobiles used in connection with the services or other work hereunder and shall have minimum bodily injury and property damage limits of \$1,000,000.00 combined single limit per occurrence. An MCS-90 endorsement shall be procured when applicable.
 - 2.6. Workers' Compensation and Employer's Liability Insurance. Vendor shall maintain Worker's Compensation Insurance to cover the statutory limits of the Workers' Compensation laws of the state in which any work is to be performed and when applicable to Federal Laws, Voluntary Compensation and Employer's Liability (including occupational disease) coverage with limits not less than \$500,000.00 per occurrence and \$1,000,000.00 in aggregate.
 - 2.7. Commercial General Liability Insurance. Vendor shall obtain and maintain Commercial General Liability Insurance, on an occurrence form for the hazards of (i) construction operation, (ii) subcontractors and sub- subcontractors (iii) independent contractors, (iv) products and completed operations (with completed operations to remain in force until expiration of the statute of repose following project completion), (v) explosion, collapse and underground, and (vi) contractual liability insuring the indemnities set forth in the Subcontract. Each Project shall have minimum limits of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate will be maintained and ISO endorsement forms CG 20 10 and CG 20 37 or equivalents will apply.
 - 2.8. Excess/Umbrella Liability. The policy(ies) shall be written with limits of not less than \$1,000,000 Combined Single Limit and shall sit in excess of the Commercial General Liability, Comprehensive Automobile Liability, and the Employer's Liability coverages. The Excess/Umbrella coverage must be at least as broad as the underlying coverages.
 - 2.9. Waiver of Subrogation. All insurance policies shall include a waiver of any right of subrogation of the insurers thereunder against Contractor and all its assigns, subsidiaries, affiliates, employees, insurers and underwriters, to the extent permitted by law.
 - 2.10. Additional Insureds. Vendor furnished insurance (except Workers' Compensation Insurance) shall include Owner, Contractor and any other person or entity required by the Prime Contract, and all their assigns, subsidiaries and affiliates as additional insureds as their respective interest may appear.
 - 2.11. Insurance Primary. All policies of insurance provided pursuant to this article shall be written as primary policies, and not in excess of the coverage of the indemnitee's insurance.
3. No Limitation of Liability. The required coverages referred to and set forth herein shall in no way affect, nor are they intended as a limitation on, Vendor's liability with respect to its performance of this Purchase Order.
4. Vendor Subcontractors' Insurance. Vendor shall require all those subcontractors providing equipment, materials or services directly to Vendor in connection with this Purchase Order to obtain, maintain and keep in force coverages in accordance with the insurance requirements set forth herein during the time they are involved in performance of services or other work hereunder. Vendor shall obtain certificates of insurance and additional insured endorsements evidencing such coverage and provide Contractor with such certificates and endorsements. Vendor shall not be excused from its obligations to cause such subcontractor to meet the insurance coverage requirements set forth under this section unless Vendor shall have obtained in writing from Contractor a waiver, which shall be effective only as to such requirements and for such subcontractor specifically identified therein.
 - 4.1. In addition to the insurance provisions set forth above, if vendor's service includes hauling and trucking of equipment and/or

materials then vendor shall also provide Motor Truck Cargo insurance. Motor Truck Cargo (listing Garney Companies, Inc. as Loss Payee) shall include coverage for the full value of the property while in transit, shall name Garney as an additional insured with primary coverage and include a waiver of subrogation.

5. Patent Liability. Subcontractor shall protect, defend and save Contractor harmless from any liability, including costs and expenses, for, or on account of, any patented or unpatented invention, article or appliance manufactured or used in the performance of this Subcontract, including their use by Owner and further agrees to pay all loss and expense incurred by Contractor by reason of any such claims or suits, including attorneys' fees.
 6. Design Liability. If any design responsibility is included in this Purchase Order, Vendor shall purchase, and maintain through the Statue of Repose, insurance covering claims arising out of the performance or furnishing of Design Professional Services and for claims arising out of allegations of errors, omissions, or negligent acts in performance of such services in connection with the Purchase Order. The policy shall provide coverage for all services performed by Vendor or its subconsultants in their capacity as an architect, engineer, land surveyor, landscape architect or other licensed design professional, shall have a minimum policy limit of \$2,000,000 per claim, shall be primary and non-contributory, and shall contain no exclusions for delay costs or insured v. insured coverage. All policies shall be provided upon request and must be acceptable to Garney in its sole discretion.
- 6.1. Vendor shall require each designer providing design services engaged by Vendor to provide identical coverage



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Insurance Agent / Broker Name Contact	
Insurance Agent / Broker Name		PHONE (A/C, No., Ext.): Agent / Broker Phone Number FAX (A/C, No.):	
Insurance Agent / Broker Name Address		E-MAIL ADDRESS: Agent / Broker Name Email	
Insurance Agent / Broker Name Phone			
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Name of Insurance Company Enter NAIC	
		INSURER B: Name of Insurance Company (if applicable) Enter NAIC	
		INSURER C: Name of Insurance Company (if applicable) Enter NAIC	
		INSURER D: Name of Insurance Company (if applicable) Enter NAIC	
		INSURER E: Name of Insurance Company (if applicable) Enter NAIC	
		INSURER F: Name of Insurance Company (if applicable) Enter NAIC	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					
	☒ COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
			Enter Policy Number			MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000
	☐ POLICY ☒ PROJECT ☐ LOC					GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY					
	☒ ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ALL OWNED AUTOS					BODILY INJURY (Per person) \$
	☒ HIRED AUTOS ☒ SCHEDULED AUTOS NON-OWNED AUTOS		Enter Policy Number			BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR					
	☐ EXCESS LIAB ☐ CLAIMS-MADE					EACH OCCURRENCE \$ 1,000,000
	☐ DED ☒ RETENTION \$		Enter Policy Number			AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)					☒ WC STATUTORY LIMITS ☐ OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below		Enter Policy Number			E.L. EACH ACCIDENT \$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Pollution Liability		As required by contract			Pollution Liability \$ 1,000,000
	Professional Liability		As required by contract			Professional Liability \$ 2,000,000
	Aviation Liability		As required by contract			Aviation Liability \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

General Liability, Auto Liability, Umbrella/Excess Liability and Pollution Liability shall include Owner, Contractor and other entities listed in the contract as Additional Insureds on a primary and non-contributory basis as required by written contract.

General Liability Additional Insured - ISO endorsement forms CG 20 10 and CG 20 37 or equivalents.

A Waiver of Subrogation shall be included in favor of the Owner, Contractor and other entities listed in the contract with regard to General Liability, Auto Liability, Umbrella/Excess liability, Worker's Compensation and Pollution Liability as required by written contract.

All policies shall be endorsed to provide the Owner and Contractor listed in the contract with 30-day notice of cancellation (except 10 days for non-payment of premium), non-renewal or material change.

CERTIFICATE HOLDER	CANCELLATION
Garney Companies, Inc.	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Approval of Award for Request for Qualifications (RFQ) #2024-19 Pavement Management Consulting Services

REQUESTED ACTION: Staff recommends approval.

CONTRACT: Vendor/Entity:
Effective Date: Termination Date:
Managing Division/Department:

BUDGET IMPACT: Funding for pavement management services will be allocated from 541-3400.

HISTORY/FACTS/ISSUES:

In 2020, the City implemented a progressive pavement management program and is now looking to update the plan to align with our strategic goals. To facilitate this update, staff solicited consulting services to provide expertise in engineering, software development, and a comprehensive pavement condition assessment of city-owned roadways.

On June 28, 2024, RFQ #2024-19 for Pavement Management Consulting Services was posted to invite qualified providers to submit qualification packets. On August 6, 2024, five (5) proposals were received and publicly opened. Proposals were evaluated by the selection committee consisting of Information Technology Director Paul Ketz, Public Works Operations Manager Steven Laign, Assistant Public Works Director Thomas Rigwood, and CIP Coordinator Hector Sanchez.

Qualification packets were ranked based on the vendor's proven capability, relevant experience, and method of approach to successfully delivering services. The selection committee ranked all firms and identified a short list of the top three firms during the September 4, 2024, meeting. The evaluation procedures concluded with the committee's consensus selection of the following rankings.

- #1. Mott MacDonald Florida, LLC
- #2. WithersRavenel, Inc.
- #3. Jones Edmunds

Staff is requesting the Commission's approval of the ranking of the listed firms and to authorize the City Manager to negotiate with the top ranking firm of Mott MacDonald Florida, LLC.

REQUEST FOR QUALIFICATIONS



PAVEMENT MANAGEMENT CONSULTANT SERVICES

RFQ # 2024-19

**City of Wildwood
100 N Main Street
Wildwood, FL 34785**

**352-330-1343 (Phone)
352-330-1338 (Fax)
www.wildwood-fl.gov**

RFQ # 2024-19

PAVEMENT MANAGEMENT CONSULTANT SERVICES

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CALENDAR OF EVENTS / RFQ TIMELINE

Listed below are the important dates and times by which the actions noted must be completed. All dates are subject to change by the CITY OF WILDWOOD. If the CITY OF WILDWOOD finds it necessary to change any of the dates prior to, and including, the *Response Submission Deadline*, the change will be accomplished by a published addendum.

<u>ACTION</u>	<u>COMPLETION DATE</u>
Issue Request for Qualifications (RFQ)	June 28, 2024 (Friday)
Last Day for Questions	July 16, 2024 (Tuesday)
Addendums Posted (If Necessary)	July 19, 2024 (Friday)
Response Submission Deadline	August 1, 2024 at 11:00 AM EST (Thursday)
Selection Committee Meeting	August 5, 2024 (Monday)
Vendor Presentations (if necessary)	August 12, 2024 (week of)
Award and Enter into Contract Negotiations	August 26, 2024 (Monday)

PART 1 - INTENT AND GENERAL INFORMATION

REQUEST FOR QUALIFICATIONS

Sealed qualifications will be received by the CITY OF WILDWOOD at City Hall located at 100 N Main Street, Wildwood, Florida 34785 on or before the date and time listed as the *Response Submission Deadline* on the *Calendar of Events/RFQ Timeline* page. Proposers shall take careful notice of the following conditions of this Request for Qualifications:

- A. No submissions by FAX, email or other electronic media will be accepted under any circumstances. Late submissions will not be accepted under any circumstances.
- B. Submitters may withdraw and/or replace Qualifications Packages (responses) at any time until the deadline for submission of qualifications.
- C. All questions received on or before the *Last Day of Questions* provided on the *Calendar of Events/RFQ Timeline* page will be considered. Questions will not be answered over the phone. Questions regarding the RFQ process must be in writing and sent to Robert Schoepe, Procurement Specialist via email to rschoepe@wildwood-fl.gov or faxed to (352) 330-1338 Attention: Robert Schoepe. All correspondence shall have the RFQ number referenced to ensure prompt consideration.
- D. Do not attempt to contact any City of Wildwood Commission Members, staff members, contracted project representatives or any person with questions relating to this solicitation and project details. All questions shall be directed to the Procurement Specialist, Robert Schoepe. Anyone attempting to lobby any CITY OF WILDWOOD representatives may be disqualified. Questions will be answered in a published addendum from the date of issuance to the submission deadline date. Contact with all those involved with evaluation and selection decisions is prohibited until the resulting contract is awarded and enacted.
- E. Any bidder affected adversely by an intended decision with respect to the award of any bid, shall file with the City Clerk's Office for the CITY OF WILDWOOD, a written notice of intent to file a protest not later than seventy-two (72) hours (excluding Saturdays, Sundays, and legal holidays), after the posting of the bid tabulation. Bid protest procedures may be obtained in The City Clerk's Office, City Hall, 100 N Main Street, Wildwood, Florida 34785 between 8:00 A.M. to 5:00 P.M. Monday through Friday.
- F. IT IS THE SOLE RESPONSIBILITY OF EACH RESPONDENT TO MONITOR WILDWOOD'S WEBSITE (WWW.WILDWOOD-FL.GOV) FOR ANY AND ALL BID DOCUMENTS, INCLUDING ADDENDUMS.

QUALIFICATION DOCUMENTS CHECKLIST OF ITEMS REQUIRED TO BE SUBMITTED

The following documents and forms in the following arrangement must accompany each Qualification Package or alternate RFQ submitted. The Qualification Package ("response") shall consist of the following:

- 1. One (1) original signed proposal (hardcopy)
- 2. One (1) electronic version on a Flash Drive of the original RFQ in its entirety as single PDF that is not password protected
- 3. Four (4) paper copies of the original RFQ response

The checklist summarizing how your response shall be organized is provided below. Detailed information about the response preparation, organization and the required forms is located in *PART 5-Qualification Documents*.

QUALIFICATION PACKAGE: Checklist of items to be submitted		
	Section	Content
	Section/Tab A	Introduction
	Subsection A1	RFQ Cover Page Form
	A2	Firm Profile
	A3	Location Questionnaire
	Section/Tab B	Proposal
	Subsection B1	Business Organization
	B2	Major Participants (Sub-Consultants)
	B3	Relevant Experience
	B4	Respondent's personnel
	B5	Respondent's Capacity
	B6	Method of Approach
	B7	Additional Information
	B8	MBE Preference
	B9	VBE Opportunities
	Section/Tab C	Submittals (Additional Attachments Required Documents/Forms)
	Submittal C1	Proposer's Certification / Addenda Acknowledgement Form
	C2	Qualification Form
	C3	Statement of Terms and Conditions - statement must be signed and returned with the RFQ form
	C4	Hold Harmless Agreement
	C5	A sworn, notarized Drug Free Workplace Certificate must accompany each Qualification Package or alternate RFQ
	C6	Public Entity Crimes Form
	C7	Conflict of Interest Disclosure Form
	C8	Prohibition Against Contracting with Scrutinized Companies Form
	C9	E-Verify Affidavit
	C10	A separate sheet or sheets, clearly identified and numbered, of Exceptions or Deviations from the minimum specifications, must be attached to the Qualifications Form (if applicable).
	C11	A Certificate of Insurability (COI) shall accompany each Qualification or alternate qualification, in the amounts as prescribed by the City

The checklist is provided for your convenience and is not required to be submitted with the Qualification Package (response).

PART 2 - INTRODUCTION

PURPOSE

The City of Wildwood, Florida ("CITY") is interested in selecting a qualified firm ("CONSULTANT") that can provide the required services pursuant to Section 287.055, Florida Statutes, entitled the "Consultants Competitive Negotiation Act" (CCNA). The CITY requests that qualified firms submit a response of interest and qualifications for consideration in the selection of a qualified firm to implement a pavement management system. The City may select, or not select, at their sole discretion, any firm that the City feels will best address their needs.

PROJECT OBJECTIVES

The City is seeking professional services consultants for a pavement management system recommendation and implementation. The City currently maintains approximately 135 lane miles of roadway. The selected Consultant will assist the City in selecting a pavement management software system. Additionally, the Consultant will provide guidance on selecting a methodology to complete a pavement condition survey that will effectively work with the chosen software.

The selected pavement management system shall enable the City to integrate and maintain an inventory, analyze condition data, track construction history, and perform multi-year analyses, facilitating informed and defensible decisions regarding the investment of available resources for pavement maintenance and rehabilitation.

SELECTION PROCESS

Selection of the firm will be in accordance with Florida Statue 287.055(g), through the following process:

1. Request for Qualifications (RFQ). Selection will be based on the criteria as defined within this Request for Qualifications. The CITY has the absolute ability to select the firm(s) strictly based on the response to this RFQ. However, review of responses by CITY may result in a short-list of firms to be interviewed.
2. After interviews (if required), candidates will be ranked with the highest ranked firm(s) selected to enter into contract negotiations.

QUALIFICATIONS SUBMISSION FORMAT AND REQUIREMENTS

To be considered, prospective firms must submit a complete response as required by the *Qualifications Package Checklist of items to be submitted* found in Part 1. Firms must submit evidence of their ability to provide complete, thorough and comprehensive responses and information for each of the sections of the RFQ.

GENERAL SELECTION CRITERIA

The CITY's intent is to minimize the cost to firms who are responding to this request for qualifications, therefore you are encouraged to be brief and succinct. Thick volumes of background and general marketing material will not be appreciated and will not carry favor with the reviewers. We are seeking thoughtful, tightly focused qualifications that document your firm's suitability for this Project and understanding of the Project and CITY. Experience must be described by each firm, if there are multiple firms proposed as one team.

The services being sought under this RFQ are considered to be professional in nature. Consequently, the evaluation of the qualifications will be based upon the capabilities of the respondents and will result in an award that is in the best interest of the CITY. Factors to be considered in the evaluation include but are not limited to the following:

- A. Capability of the proposer to deliver the proposed services. Relevant experience and qualifications of the proposed project manager and key personnel.
- B. Proven experience as demonstrated with recent projects (either completed or underway) of similar project type, size, scope, and complexity for local government agencies within the State of Florida.
- C. Responses from a minimum of three references.
- D. Composition, qualifications, and diversity of the skillset of the project team for the services required by the RFQ.

The selection process incorporates these general criterium as well as those identified in Part 3-*Scope of Services*, Part 4-*Evaluation and Award*, and any addendums released as part of the RFQ competitive process.

ADDITIONAL CONDITIONS

- A. The CITY reserves the right to reject any or all Qualifications received, to request additional information, or to extend the deadline for submittals.
- B. Confidentiality of Documents: Upon receipt of the Qualification Package (response) by the CITY, the qualifications shall become the property of the CITY without compensation to the proponent, for disposition or usage by the CITY at its discretion. The details of the qualification documents will remain confidential until final award.
- C. Costs to Prepare Responses: The CITY assumes no responsibility or obligation to the respondents and will make no payment for any costs associated with the preparation or submission of these Qualification Packages (responses).
- D. Equal Employment Opportunity: During the performance of this Contract, the Firm agrees as follows: The Firm will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, place of birth, or physical handicap.

EXAMINATION OF QUALIFICATIONS DOCUMENTS

- A. Each vendor shall carefully examine the Scope of Work and other applicable documents and inform himself/herself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the CONSULTANT will in no way relieve him/her of the obligations and responsibilities assumed under the Contract.
- B. Should a vendor find discrepancies or ambiguities in, or omissions from the Scope of Work, or should he/she be in doubt as to their meaning, he/she shall at once notify the City of Wildwood in writing by contacting Robert Schoepe via fax to (352) 330-1338 Attention: Robert Schoepe, Procurement Specialist, or via email to rschoepe@wildwood-fl.gov.

INTERPRETATIONS, CLARIFICATIONS AND ADDENDA

- A. No oral interpretations will be made to any vendor as to the meaning of the RFQ/Contract Documents. Any questions or request for interpretation received IN WRITING by City of Wildwood before the stated deadline, will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed prior to the established RFQ *Response Submission Deadline* (opening) date. Each respondent shall acknowledge receipt of such addenda in the space provided on the Qualification Form.
- B. In case any Vendor fails to acknowledge receipt of such addenda or addendum, his/her RFQ package will nevertheless be construed as though it had been received and acknowledged and the submission of his/her RFQ response will constitute acknowledgment of the receipt of same. All addenda are a part of the RFQ documents, and each Vendor will be bound by such addenda, whether or not received by him/her. It is the responsibility of each Vendor to verify that he/she has received all addenda issued before the established RFQ scheduled deadline.

GOVERNING LAWS AND REGULATIONS

The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

GOVERNING LAW AND VENUE

The law of the state of Florida shall govern the Contract between the City of Wildwood and the successful Bidder and any action shall be brought in Sumter County, Florida.

PREPARATION OF QUALIFICATION

The Vendor must sign the Qualification forms in the space provided for the signature. If the Vendor is an individual, the words "Doing Business As _____," must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Vendor is a corporation, the title of the officer signing the RFQ on behalf of the corporation must be stated and evidence of his authority to sign the RFQ forms must be submitted. The Vendor shall state in the Qualification Form the name and address of each person interested therein.

FISCAL YEAR FUNDING APPROPRIATION

Unless otherwise provided by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interest of the City of Wildwood, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and funds are available for the fiscal period at the time of the contract. Payment and performance obligations for later fiscal periods shall be subject to appropriation by the City of Wildwood funds thereafter.

When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be cancelled, and the Consultant shall be entitled to reimbursement for the reasonable value of any nonrecurring cost incurred but not advertised in the price of the supplied or services delivered under the contract or otherwise recoverable.

TAX EXEMPT STATUS

The City of Wildwood is a governmental agency under Florida law and exempt from Florida sales tax. The tax exempt number will be provided upon request. This exemption does not apply to goods and services purchased separately by a Contractor in connection with its contract obligations. The Contractor shall be responsible for paying any taxes, fees, or similar payments that are required to be paid in connection with the contract work.

PROTECTION OF RESIDENT WORKERS

The City of Wildwood actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e. citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Consultant shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. The Consultant must be able to verify an employee's eligibility to work in the U.S. upon demand by the City of Wildwood throughout the duration of the contract.

CITY OF WILDWOOD

The City of Wildwood is a unit of local government and as such reserves the right to cancel this RFQ and to reject any and/or all Qualifications Packages (responses), reserves the right to waive any and all informalities or irregularities in the RFQ or examination process, to re-advertise with either the identical or revised specifications, and reserves the right to award the RFQ and/or contracts in the best interest of the City of Wildwood.

CONFLICT OF INTEREST DISCLOSURE

Each Respondent shall complete and have notarized the attached disclosure form of any potential conflict of interest that the Respondent may have due to ownership, contracts, or interest associated with this project.

PUBLIC ENTITY CRIMES

Pursuant to Section 287.132 and 287.133 Florida Statutes, the City, as a public entity, may not consider a qualifications package from, award any contract to, or transact any business in excess of the threshold amount set forth in Section 287.017 Florida Statutes with any person or affiliate on the convicted contractor list for the time periods specified unless such person has been removed from the list pursuant to law.

PROHIBITION AGAINST CONTRACTING WITH SCRUTINIZED COMPANIES

Pursuant to Florida Statutes Section 287.135, and subject to limited exceptions contained therein, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services if at the time of bidding, submitting a proposal for, or entering into or renewing a contract, the company is on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel. Contractors must certify that the company is not participating in a boycott of Israel. Any contract for goods or services of One Million Dollars (\$1,000,000) or more shall be terminated at the City's option if it is discovered that the company submitted a false certification, or at the time of bidding, submitting a proposal for, or entering into or renewing a contract, is listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism

Sectors List, created pursuant to Florida Statute Section 215.473, or is or has been engaged in business operations in Cuba or Syria, after July 1, 2018. Any contract entered into or renewed after July 1, 2018, shall be terminated at the City's option if the company is listed on the Scrutinized Companies that Boycott Israel List or engaged in the boycott of Israel.

E-VERIFY

In accordance with Florida Statute 448.095, all contractors doing business with the City of Wildwood are required to verify employee eligibility using the E-Verify system for all existing and new employees hired by the contractor during the contract term. Further, the contractor must also require and maintain the statutorily required affidavit of its subcontractors. It is the responsibility of the awarded vendor to ensure compliance with E-Verify requirements (as applicable). To enroll in E-Verify, employers should visit the E-Verify website (<https://www.everify.gov/employers/enrolling-in-e-verify>) and follow the instructions. The contractor must, as usual, retain the I-9 Forms for inspection.

TRUTH IN NEGOTIATIONS

The respondent certifies to Truth-in-Negotiations and the wage rates and other factual unit cost supporting the compensation are accurate, complete, and current at the time of contracting. Further, the original contract amount and any additions thereto shall be adjusted to exclude any significant sums where the City determines the contract price was increased due to inaccurate, incomplete or non-current wage rates and other factual unit costs. Such adjustments must be made within one (1) year following the end of the contract.

RIGHT TO AUDIT RECORDS

The City of Wildwood shall be entitled to audit the books and records of the Consultant or any sub-Consultant to the extent that such books and records relate to the performance of the Agreement or any sub-contract to the Agreement. Such books and records shall be maintained by the Consultant for a period of three (3) years from the date of final payment under the Agreement and by the sub-Consultant for a period of three (3) years from the date of final payment under the sub-contract unless a shorter period is otherwise authorized in writing.

PUBLIC RECORDS

If the successful respondent has questions regarding the application of chapter 119, Florida statutes, to the successful respondent's duty to provide public records relating to this agreement, contact the custodian of public records at city of wildwood. The city clerk's office may be contacted by phone at 352-330-1330 or via email at jbarnes@wildwood-fl.gov.

PART 3 SCOPE OF SERVICES

The City of Wildwood desires to acquire the services of qualified professional Consultant to provide the following services which include but are not limited to:

1. General Scope of Qualifications

- a. Firms under consideration shall have three (3) or more years of experience relevant to similar area, population, geographic conditions, environmental and other factors
- b. Qualified firms shall have experience providing inventory data collection, pavement condition assessment, computer data entry and modeling, plus long term financial planning associated with pavement management
- c. Qualified firms shall have completed no less than three (3) similar pavement management systems selection and implementation projects in scope, scale and complexity
- d. Qualified firms shall demonstrate an understanding of The Villages® development procedures
- e. Qualifying firms shall have organizational availability and dedicated professional staff available to be dedicated to this project which is anticipated shortly after contract award.

2. General Scope of Services Summary

- a. Selection of a pavement management software that will provide benefits such as guidance for long-term financial planning and assess the implications of varying funding levels and facilitate planning for maintenance and repair to monitor the effectiveness of roadway improvement levels
- b. Implementation of a pavement management system that will allow the City to integrate and maintain an inventory, analyze condition data, and track construction history, while conducting multi-year analyses to guide sound, defensible decisions on roadway preservation and maintenance
- c. Provide City staff with a systematic, consistent, and reproducible method for determining priorities and optimal time of improvements for economically managing its roadway assets

3. General Deliverables

- a. Provide a software selection recommendation
- b. Provide implementation and application utilization assistance
- c. Provide a report on the current state of City pavement
- d. Provide recommendation on implementing maintenance and improvement strategies associated with the selected pavement management software
- e. Participate in regular meetings with City staff and leadership

The City anticipates the following **SCOPE OF SERVICES**, but reserves the right to modify, add or delete any services.

The following is an outline of the work to be provided and is intended as a guide only. The specific tasks that comprise the actual contracted scope of work shall incorporate the detail of the proposal response to this Request for Qualifications. The proposer is advised to include any subject or to modify or eliminate items they believe to be excessive or extraneous to the scope of any effective Pavement Management System ("PMS"). Other similar services may be requested during the course of the contract. All items added or deleted should be noted.

The requested services shall include, but not be limited to the following:

1. Evaluation of current procedures:

Project kick-off meeting with City staff to review scope of services; available data needed to initiate data collection and program population; discuss strategy for establishing a PMS that is compatible with City's existing GIS and Cityworks programs; verify consultant and City staff responsibilities and expectations; and discuss project milestones, timeline, and budget. Establish project schedule to ensure effective project development and completion.

2. Evaluation of software & data systems

Evaluate and compare the current software platforms to establish an available pavement/asset management program software system that will best meet the City's needs and established goals. The assessment will also take into consideration methodology for selected pavement condition assessment that will best fit the selected pavement management system.

3. Pavement Condition Survey

Perform or coordinate the completion of a selected methodology for a pavement condition survey service of the entire network and populate the pavement management system database. The consultant will provide the City with assistance to help determine whether the surveys will be automated data collection or utilize a visual(windshield) evaluation of the entire area of each pavement section.

4. Data Analysis

Perform an optimization analysis assessment of the pavement condition data to determine segment-specific requirements and budgetary allocations, alongside network-wide budget optimization. Conduct a multi-constraint optimization analysis across at least four funding levels over a 10-Year Period that will meet the City's overall pavement condition strategic goal. Additionally, provide updated treatment unit cost data.

5. Software Implementation

The City is looking for pavement management software to increase cost-efficiencies and decision-making capabilities. The selected consultant shall be capable of providing the City with a seamless, turn-key implementation of a selected pavement management software system that meets the requirements outlined below along with training and on-going engineering technical support:

- a. System shall be highly configurable and allow refinement for future growth and the expansion of other asset types.
- b. Store all pavement condition data and convert that data to user-defined, modifiable condition indices capable of driving performance prediction and decision-making processes.
- c. Have a flexible table structure that will allow for adding additional attributes to existing tables and creating new tables for unlimited types of data without requiring additional software development.
- d. Allow for unlimited number and types of pavement distresses. The software must allow for user-defined condition data including the ability to collect pavement distress data captured via severity and extent measurement.

- e. Allow for unlimited types of pavement treatment strategies to address maintenance, preservation, rehabilitation and reconstruction requirements.
- f. Allow for deterioration of individual distress indices as well as general condition indices within the system. The system must allow the user to define an unlimited number of performance models by pavement type and individual repair treatment types by deteriorating any condition indices over time.
- g. Provide unlimited flexibility in creating decision trees, pavement maintenance, preservation, rehabilitation and reconstruction repair strategies and performance models. These are to be based on user-defined decision and performance variables available within the database. In addition, those criteria should be modifiable in the future without requiring the compiled code of the system to be modified
- h. Calculate “Benefit” of any given treatment based on a standard benefit definition of utilizing the area between the “current” performance model and the “potential” repair-specific performance curve as a component of the optimization process. The system must provide the ability to allow users to modify the defined standard benefit of a potential repair with any user-specified variables that may be contained within the database such as risk, traffic, safety, priority levels, etc.
- i. Provide the capability to run user defined multi-constraint optimization analyses for various “what if” scenarios for determining the best possible use of funding necessary to meet one or more constraints. The City maintains a growing network with many needs and has a variety of complex factors that must be considered in developing the most cost-effective budget and work plan to meet long-term performance goals. As such, it is imperative for the City to ensure that a scenario will easily and accurately consider more than one constraint in an analysis. The user must be able to specify as many of the below listed constraints in any analysis scenario. When running multi-constraint optimization scenarios, user-defined constraints shall include but not be limited to:
 - i. Budgets
 - ii. Budgets by repair type (preservation, rehabilitation, reconstruction) and/or by maintenance or area
 - iii. User-defined Condition Metrics
 - iv. Maximum percentage of the network above/below a specified condition threshold
 - v. Levels of service as defined by the user.
- j. Provide unique multi-year work plans that identify the type of repair and associated costs for all pavement segments for each year of the analysis period for any funding or performance-goal setting scenario.
- k. Allow for the running of scenarios utilizing an optimized solution that selects projects and groups of projects which provide the maximum benefit solution for the defined constraints.
- l. The optimization scenario functionality must have goal setting capabilities to determine the specific set of projects that would need to be completed yearly to meet any user-defined goal or set of goals in the most cost-effective manner possible.
- m. Allow for analysis to consider any planned utility projects.

- n. Provide a construction history window that allows for storage of all construction projects and can be configured to meet user-defined functionality. When construction activities are entered, the software must be able to automatically update all individual pavement condition indices based on construction history data.
- o. The system should allow for user defined and configured treatments including the capability to specify
 - i. Flexible cost calculations allowing for customizable unit cost expressions.
 - ii. Post treatment condition effects that can change the condition of all modeled condition indicators and post treatment deterioration models.
 - iii. Capability to also have treatments change other pavement attributes not directly related to conditions, e.g. curb reveal, count of seal coats applied etc. Allow for the linking and storing of electronic documents and images including photos, construction documents, testing results, etc. related to each specific pavement management section.
- p. Provide standard report capabilities including configurable graphs, charts and GIS mapping and the ability to develop customized reports within the application.
- q. Provide ability to export data for use in other applications.
- r. Compatibility with the City's GIS mapping capabilities. The pavement management system must provide data formats that are compatible with ESRI GIS.

TERM OF CONTRACT

The term of the resulting contract is anticipated to be two (2) years with the option for renewal annually as needed to not to exceed five (5) cumulative years or until the completion of the project.

PART 4 EVALUATION AND AWARD

QUALIFICATIONS PACKAGE EVALUATION

A complete qualifications package (response) includes following all the procedures in this document and sending the sealed response information to the City of Wildwood by the due date and time. Once the responses are received, the Selection Committee members will independently review each submittal and score each response based on the evaluation criteria. Responses received, in accordance with this Request for Qualifications, will be evaluated using the following criteria.

Evaluation Scoring Criteria

	Possible Points	Points Given
1. Relevant Business Experience in comparable projects/services and experience with similar size and type jurisdictions in similar environments, including client references	35	
2. Capability, qualifications, and skillset of key personnel and capacity to provide qualified services	30	
3. Approach to Project Management and demonstrated qualifications of the consultant to perform the services required	30	
4. Minority Business Enterprise/Veterans Status	5	
	Total:	

Once the Selection Committee has independently scored all RFQ submissions using the scoring criteria listed above, scores will be tallied to determine the highest two or three ranking firms for award to the City Commission and to enter into contract negotiations. The Selection Committee may make recommendations based on the scoring of the RFQ submittals alone, without requiring formal presentations, at their sole discretion.

If vendor presentations are necessary, presentation requirements and specifics will be provided in the invitation issued by the City. Invitation detail will include but is not limited to: presentation date, time and location, length of time for the presentation, length of time for questions, requested number of attendees and available technology. Each invited firm will be provided with equal time and accommodations for presentations. Vendor presentation meetings will not be open to the public per F.S. 119.071 relating to House Bill 7223.

The City conference room selected may include a projector screen. All other equipment must be provided by the presenting firm. If a firm brings handouts or written materials, no less than five (5) copies are required.

The scoring criteria listed below will be used by the Selection Committee for vendor presentations:

Vendor Presentations Evaluation Scoring Criteria

	Possible Points	Points Given
1. Approach to the Project to be Performed	50	
2. Quality of Presentation: organization, timing of Presentation, communication skills of the presenter(s) and the thoroughness of the coverage of relevant material	30	
3. Qualification and Experience of Proposed Project Staff and their ability to respond to Committee member inquiries	20	
	Total:	

Once the Selection Committee has scored the individual/firm(s) following the vendor presentations the score sheets will be tallied and the highest-ranking firm based on the vendor presentations will be recommended for award to the Wildwood City Commission and to enter into contract negotiations.

Anyone attempting to lobby City Commission representatives, or the selection committee may be disqualified from recommendation for award.

PROCEDURE REQUIREMENTS

Qualification submittals will be reviewed and ranked by the City's Selection Committee and oral presentations/interviews may be requested from a shortlist of finalists selected by the Committee as a result of their evaluation of the initial Request for Qualifications. The Committee will recommend its ranking of the top firm to the City Commission for approval, along with their recommendation to proceed with negotiation of a contract to perform the proposed work. Selection will be made in accordance with the Florida Consultants Competitive Negotiations Act (§ 287.055, F.S.). The City of Wildwood reserves the right to revise and/or limit the scope of professional services and to reject any and all Proposals.

KEY CONSULTANT PERSONNEL

In submitting a qualifications package, the Respondent is representing that each person listed or referenced in the qualifications package shall be available to perform the services described for the CITY OF WILDWOOD, barring illness, accident, or other unforeseeable events of a similar nature in which case the Respondent must be able to promptly provide a qualified replacement. In the event the Respondent wishes to substitute personnel, the Respondent shall propose a person with equal or higher qualifications and each

replacement person is subject to prior written CITY OF WILDWOOD approval. In the event the requested substitute person is not satisfactory to the CITY OF WILDWOOD and the matter cannot be resolved to the satisfaction of the CITY OF WILDWOOD, the CITY OF WILDWOOD reserves the right to cancel the contract for cause.

NEGOTIATION

The CITY OF WILDWOOD reserves the right to negotiate any and all elements of this response.

AWARD OF RESPONSE

The CITY OF WILDWOOD reserves the right to reject any and/or all responses, to waive any minor informality or irregularity in any response, and to make award to the response deemed to be most advantageous to the CITY OF WILDWOOD.

CONFLICT OF INTEREST

If any officer, director, or agent of your organization is also an employee of the City of Wildwood, then you shall clearly identify in your response the name of the individual(s) and the position he or she holds in your organization. Further, you shall disclose the name(s) of any City employee(s) who owns, directly or indirectly, any interest in your organization or any of its branches. This does not include stock in a publicly traded organization unless the individual holds more than a ten- percent (10%) stake. You shall complete and have notarized a Conflict of Interest Form (Form A-1) and include it in your qualifications package.

If there is a conflict of interest as defined above and by Florida Statutes, Chapter 112, Part III, Code of Ethics for Public Officers and Employees, then the respondent cannot be considered for award.

RESTRICTED DISCUSSIONS

From the date of issuance of the RFQ until final CITY OF WILDWOOD action, the Respondent shall not discuss the RFQ or any part thereof with any employee, agent, or representative of the CITY OF WILDWOOD except as expressly authorized by the CITY OF WILDWOOD point of contact identified in this RFQ above for this solicitation. Violation of this restriction will result in REJECTION of the Respondent's qualifications package.

No negotiations, decisions, or actions shall be initiated or executed by the Respondent as a result of any discussions with any CITY OF WILDWOOD employee. Only those communications that are in writing from the authorized CITY OF WILDWOOD point of contact (as identified in writing after the recommendation for award is submitted) shall be considered pertinent to this RFQ. Only communications from the Respondent that are signed and in writing will be recognized by the CITY OF WILDWOOD as duly authorized expressions on behalf of the Respondent.

AWARD

It is understood that the CITY OF WILDWOOD is not obligated to make an award under or as a result of this RFQ or to award such contract. The CITY OF WILDWOOD reserves the right to award such contract, if any, to the best qualified Respondent(s).

The CITY OF WILDWOOD has the sole discretion and reserves the right to cancel this RFQ, and to reject any and all qualifications packages, to waive any and all informalities and/or irregularities, or to re-advertise with either the identical or revised specifications, if it is deemed to be in the CITY OF WILDWOOD's best interests to do so.

STANDARD INSURANCE REQUIREMENTS

The Consultant shall maintain, on a primary basis and at its sole expense, at all times while performing work for the City of Wildwood, the "Standard Insurance Requirements" described herein. Consultants responding to a Request for Proposal, Request for Qualifications, or an Invitation to Bid shall provide with their submittal, a Certificate of Insurance (COI) or a letter from the insurance company stating required coverage is obtainable. Prior to commencement of any work being done for the City of Wildwood, a COI will be required. Work is defined as any service provided to the City of Wildwood by a vendor/Consultant who must access City property in order to provide the service(s). The requirements contained herein, as well as the City's review or acknowledgement, is not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Consultant under this contract.

Financial Rating of Insurance Companies All insurance companies must have financial rating of **A** or higher by A.M. Best Company, Inc. with the exception of self-insured insurance companies.

Commercial General Liability Insurance The Consultant shall maintain Commercial General Liability Insurance at a limit of liability not less than **\$1,000,000** each occurrence and **\$2,000,000** annual aggregate. Due to the nature of the work involved, consultants performing program and / or contract management services are required to maintain **\$1,000,000** each occurrence and **\$1,000,000** annual aggregate. The coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Independent Consultants, Broad Form Property Damage, X-C-U Coverage, Contractual Liability or Cross Liability. The self-insured retention or deductible shall not exceed \$25,000.

Business Automobile Liability Insurance The Consultant shall maintain Business Automobile Liability Insurance at a limit of liability not less than **\$500,000** each occurrence. Coverage shall include liability for owned, non-owned & hired automobiles. In the event the Consultant does not own automobiles, the Consultant shall maintain coverage for hired & non-owned auto liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Worker's Compensation Insurance & Employers Liability Insurance The Consultant shall maintain its own Worker's Compensation Insurance & Employers Liability in accordance with Florida Statute Chapter 440. **(NOTE: Elective exemptions or coverage through an employee leasing arrangement will be on a case by case basis).**

Umbrella or Excess Liability Insurance (needed for large contracts) The Consultant shall maintain either a Commercial Umbrella or Excess Liability Insurance at a limit of liability not less than **\$2,000,000** each occurrence and **\$2,000,000** aggregate. The Consultant shall endorse the CITY OF WILDWOOD as an **"Additional Insured"** on the Umbrella or Excess Liability Insurance, unless the Commercial Umbrella/Excess Liability Insurance provides coverage on a pure "True Follow-Form" basis, or the CITY OF WILDWOOD is automatically defined as an additional protected person. Any self-insured retention or deductible shall not exceed \$25,000.

Professional or Errors & Omissions Liability Insurance (when applicable) The Consultant shall maintain a Professional Liability or Errors & Omissions policy at a limit of liability no less than \$2,000,000. The Consultant shall endorse the CITY OF WILDWOOD as an "Additional Insured" on the Professional and/or Errors & Omissions Liability Insurance.

Additional Insured The Consultant shall endorse the CITY OF WILDWOOD as an Additional Insured on the Commercial General Liability Insurance with a CG 2010 Additional Insured – CITYs, Lessees, or Contractors, or CG2026 Additional Insured – CITYs, Lessees, or Contractors – Scheduled Person or Organization endorsement, or similar endorsement providing equal or broader Additional Insured coverage.

In addition, the Consultant shall endorse the CITY OF WILDWOOD as an Additional Insured under the Consultant's Commercial Umbrella/Excess Liability as required herein.

Indemnification Consultant shall indemnify and hold harmless the City, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the contract..

Deductibles, Coinsurance Penalties, & Self-Insured Retention The Consultant shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, coinsurance penalty, self-insured retention, or coverage exclusion or limitation. For deductible amounts that exceed the amounts stated herein that are acceptable to the CITY OF WILDWOOD, the Consultant shall, when requested by the CITY OF WILDWOOD, maintain a Commercial Surety Bond in an amount equal to said deductible amount.

Waiver of Subrogation The Consultant shall provide a Waiver of Subrogation in favor of the CITY OF WILDWOOD, Consultant, subconsultant, architects, or engineers for each required policy providing coverage during the life of this Contract. When required by the insurer, or should a policy condition not permit the Consultant to enter into a pre-loss agreement to waive subrogation without an endorsement, then the Consultant shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or an equivalent endorsement. This Waiver of Subrogation requirement shall not apply to any policy which includes a condition specifically prohibiting such an endorsement, or voids coverage should the Consultant enter into such an agreement on a pre-loss basis.

Right to Revise or Reject The CITY OF WILDWOOD reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverages and endorsements based on insurance market conditions affecting the availability or affordability of coverage; or changes in the scope of work/specifications affecting the applicability of coverage. Additionally, the CITY OF WILDWOOD reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein, or any insurer(s) providing coverage due to its poor financial condition or failure to operate legally. In such events, the CITY OF WILDWOOD shall provide the Consultant written notice of such revisions or rejections.

No Representation of Coverage Adequacy The coverages, limits or endorsements required herein protect the primary interests of the CITY OF WILDWOOD, and these coverages, limits or endorsements shall in no way be required to be relied upon when assessing the extent or determining appropriate types and limits of coverage to protect the Consultant against any loss exposures, whether as a result of the Project or otherwise.

Certificate(s) of Insurance (COI) The Consultant shall provide the CITY OF WILDWOOD with a COI clearly evidencing that all coverage, limits and endorsements required herein are maintained and in full force and effect. A minimum thirty (30) day endeavor to notify due to cancellation or non-renewal of coverage shall be identified on each Certificate of Insurance. In the event the CITY OF WILDWOOD is notified that a required insurance coverage will cancel or expire during the period of this Contract, the Consultant agrees to furnish the CITY OF WILDWOOD prior to the expiration of such insurance, a new Certificate of Insurance evidencing replacement coverage. When notified by the CITY OF WILDWOOD, the Consultant agrees not to continue work pursuant to this Contract, unless all required insurance remains in effect.

The CITY OF WILDWOOD shall have the right, but not the obligation, of prohibiting the Consultant from entering the Project site until a new COI is provided to the County evidencing the replacement coverage. The Consultant agrees the CITY OF WILDWOOD reserves the right to withhold payment to the Consultant until evidence of reinstated or replacement coverage is provided to the CITY OF WILDWOOD. If the Consultant fails to maintain the insurance as set forth herein, the Consultant agrees the CITY OF WILDWOOD shall have the right, but not the obligation, to purchase replacement insurance, and the Consultant agrees to reimburse any premiums or expenses incurred by the CITY OF WILDWOOD.

The Consultant agrees the Certificate(s) of Insurance shall:

1. Clearly indicate the CITY OF WILDWOOD has been endorsed on the Commercial General Liability Insurance with a CG 2010 Additional Insured – CITYs, Lessees, or Consultants, or CG 2026 Additional Insured – CITYs, Lessees, or Contractors – Scheduled Person or Organization endorsement, or similar endorsement providing equal or greater Additional Insured coverage.
2. Clearly indicate the CITY OF WILDWOOD is endorsed as an Additional Insured, or Loss Payee, on the Builder's Risk Insurance, and when applicable, Additional Insured on the Commercial Umbrella/Excess Liability Insurance as required herein.
3. Clearly identify each policy's limits, flat & percentage deductibles, sub limits, or self-insured retentions, which exceed the amounts or percentages set forth herein.
4. Clearly indicate a minimum thirty (30) day endeavor to notify requirement in the event of cancellation or non-renewal of coverage.
5. Forward original to and clearly indicate Certificate Holder and Additional Insured as follows:

City of Wildwood
100 N Main Street
Wildwood, FL 34785

The consultant shall be responsible for all sub-consultants and their insurance.

All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by the CITY. At the option of the CITY, the insurer shall reduce or eliminate such deductible or self-insured retention; or the Consultant shall be required to procure a bond guaranteeing payment of losses and related claims expenses.

All insurance companies must be authorized to transact business in the State of Florida.

The CITY shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Consultant and/or subconsultant providing such insurance.

Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

Neither approval by the CITY of any insurance supplied by the Consultant, nor a failure to disapprove that insurance, shall relieve the Consultant of full responsibility of liability, damages and accidents as set forth herein.

PART 5 - QUALIFICATION DOCUMENTS

ECONOMY OF PRESENTATION

Each qualifications package response shall be prepared simply and economically, providing a straightforward, concise description of the Respondent's capabilities to satisfy the conditions and requirements of this RFQ. The emphasis in each qualifications package must be on completeness and clarity of content. To expedite the evaluation of qualifications packages, it is mandatory that Respondent follow the format and instructions contained herein. The CITY OF WILDWOOD is not liable or responsible for any costs incurred by any Respondent in responding to this RFQ including, without limitation, costs for presentations and/or demonstrations if requested.

QUALIFICATIONS PACKAGE GUIDELINES

To facilitate analysis of its qualifications package, the Respondent shall prepare its qualifications package in accordance with the instructions outlined in this section and the checklist of items found in Part 1. If the Respondent's qualifications package deviates from these instructions, such qualifications package may, in the CITY OF WILDWOOD's sole discretion, be rejected.

The City of Wildwood emphasizes that the Respondent must concentrate on accuracy, completeness, and clarity of content.

Indexing - Each section may contain a more detailed table of contents to delineate the **subsections** within that section (tab). Tab indexing shall be used to identify the 3 primary sections.

Page Size and Format - Page size shall be 8.5 x 11 inches, not including foldouts. Pages shall be single-spaced. The text size shall be 11 point or larger. Pages shall be numbered sequentially by section.

Legible tables, charts, graphs and figures shall be used wherever practical to depict organizations, systems and layouts, implementation schedules, plans, etc. These displays shall be uncomplicated, legible and shall not exceed eleven (11) by seventeen (17) inches in size. Foldout pages shall fold entirely within the section, and count as a single page. Foldout pages may only be used for large tables, charts, graphs, diagrams, and schematics, and not for pages of text.

Responses must be limited to thirty (30) pages. Covers, tables of contents and divider tabs will not count as pages, provided no additional information is included on those pages. Required Forms provided within this RFQ (attachments, exhibits or otherwise will not be counted in the thirty (30) page limit.

QUALIFICATIONS PACKAGE SECTIONS

The Respondent shall organize its qualifications package into the following 3 major sections (A, B, and C) and the subsequent subsections as numbered as provided in the Table of Contents section.

TABLE OF CONTENTS

A. RFQ Cover Page/ Introduction Forms. The first 3 pages of the RFQ shall be include the following forms that identify your firm and provide a signature of an authorized officer of the firm (vendor). Respondents should provide no more than a two (2) page letter of introduction.

1. **Form A1:** RFQ Cover Page with signature of authorized officer representing the firm. Please include all the contact information requested such as mailing address, telephone number, fax number and e-mail address of one person to whom all correspondence should be directed.
2. **Form A2:** Firm Profile Form shall be page 2 of the response and include the information requested.
3. **Form A3:** Location Questionnaire Form shall be page 3 of the response and includes question regarding the location of your company.

B. Proposal: provide information that demonstrates your firm's qualifications to provide services to the City of Wildwood and organize the information according to the sections listed below:

1. **Business Organization:** Provide a copy of the firms current State of Florida license to perform business.
 - a. Describe the business organization. How many years of service does the firm have? Who are the principal officers? How many divisions are in the organization and which division will be working on this scope of service?
 - b. Provide an organizational chart showing any subconsultants and the relationship to the team.
 - c. Provide a description of your firm's area of expertise. What awards, acknowledgements, or recognition has the firm received? What professional organizations and/or certification organizations does the firm, or its employees belong to or participate in that is relevant to the scope of work?
2. **Major Participants:** Interested parties may select to use joint venture partners or outside key consultants. Provide the following information to expand on the list (if applicable) in section 2 of the Firm Profile Form (Form A2).
 - a. A list of outside key consultants or partners involved in providing the scope of services. include mailing addresses, email addresses, contact names and phone numbers. Identify their relationship to your firm. For example, a joint venture, partner, subsidiary or sub-consultant. Should any of the above participants include a Women/ Minority Business Enterprise (W/MBE) and/or Veteran's Owned Business, this should be noted, along with the entity that has so certified the respondent of such status. Specific role in the project of all participants noted above is required. Estimated percentages of participation of all participants should be included.

3. **Relevant Experience:** Respondents shall provide a reference list of their work on projects the same as or similar to this scope of services. The information will be presented in summary list form with an appropriate narrative following each listed item.
 - a. List five (5) projects for which your firm provided service closely similar to this project. In determining which projects are most similar consider related size and complexity; location; type of organization (city, county, state levels). How many members of the proposed team worked on the listed projects? How recently the project was completed?
 - b. For each of the listed projects, provide the following information to identify the client for reference purposes: client's name, address, email address and phone number.
 - c. Describe the scope, size and overall cost of the project example. Include the date the project (your firm's involvement) was started and the date it concluded. Identify the key members of your firm that worked on the project example. What software was recommended and implemented per project example?
4. **Respondent's Personnel:**
 - a. Name all key personnel which will be part of the team for the proposed scope of services and provide their cities of residence. Describe in detail the experience and expertise of each team member, specifically those of the primary consultant or representative to the City.
 - b. Include the area of expertise of the key personnel involved in this scope of service. For example, software or IT, roadway maintenance or pavement management.
 - c. Include resumes of the key consultants involved in this scope of service.
 - d. Describe each consultant's proposed role in performing the scope of services and their related experience. Describe in detail the experience and expertise of each team member, specifically those of the primary consultant or representative to the City.
5. **Capacity:** Demonstrate your firm's ability to support the City in the scope of services described in this RFQ.
 - a. How many other projects will the team be dedicated to other than the City of Wildwood's project. Is there a local presence? Does your firm have enough staff and resources to ensure that the completion of the scope of services described?
6. **Method of Approach:** Provide information describing the Firm's approach to performing the work advertised in the RFQ. Provide information describing project management techniques, scheduling and cost control strategies. Describe the firm's quality assurance and quality control measures that will be provided to ensure that work is completed, and recommendations are of the highest quality.
7. **Additional Information:** Provide any additional information demonstrating an understanding of the needs of the City of Wildwood. Provide other information that the Firm may deem applicable to this RFQ without exceeding the response (proposal size limitations).

8. **Minority Business Enterprise(MBE) Preference:** Provide proof of MBE certification as defined in s. 288.703, and as specified in ss. 287.0943 and 287.09431.
9. **Veterans Business Enterprise Opportunities:** Provide proof of Certified Veteran Business Enterprise as defined in s.295.187.

C. **Additional Required Documents:** As specified in Part 1 of this RFQ, the listed Additional Attachments Required submittals shall be returned completed with the response. See the Submittal Attachments included within this document. Please note that certain submittal attachments require signatures and notarization.

RFQ COVER PAGE

Name of Firm, Entity or Organization:	
Federal Employer Identification Number (FEIN):	
State of Florida License Number (If Applicable):	
Name of Contact Person:	
Title:	
E-Mail Address:	
Mailing Address:	
Street Address (if different):	
City, State, Zip:	
Telephone:	Fax:
Organizational Structure – Please Check One:	
Corporation ☐ Partnership ☐ Proprietorship ☐ Joint Venture ☐ Other ☐	
If Corporation:	
Date of Incorporation:	State of Incorporation:
States Registered in as Foreign Corporation:	
Authorized Signature:	
Print Name: _____	
Signature: _____	
Title: _____	
Phone: _____	
<i>This document must be completed and returned with your Submittal.</i>	

[Submittal Attachment A2]

FIRM PROFILE

1. Firm (or joint venture) Name & Address		1d. Licensed to do business in the State of Florida _____ Yes _____ No	
		1e. Name, Title, Telephone Number and Email of Principal to Contact	
		1f. Address of office to perform work, if different from Item 1	
1a. Firm is _____ National _____ Regional _____ Local FEIN # _____			
1b. Firm is a Certified Minority Business Enterprise _____ Yes _____ No	1c. Firm is a Certified Veteran's Owned Business _____ Yes _____ No		
2. If submittal is by joint venture list participating firms (sub-consultant) and reference specific areas of responsibility (for example: including administrative, technical, and financial) for each firm:			
See proposal section 2 under Tab B to provide more detailed information regarding any sub-consultants referenced above.			
3a. Has this joint venture previously worked together? _____ Yes _____ No			

[Submittal Attachment A3]

LOCATION QUESTIONNAIRE

1. Specify address of Prime Consultant's designated office where the majority of work will be performed:

2. Indicate percentage of total overall project projected to be performed by the Prime Consultant's office specified above.

_____ %

3. Specify address of Prime Consultant's other office(s) where any part of the work will be performed (if applicable):

4. Indicate percentage of total overall fees projected to be performed by the office specified above.

_____ %

PROPOSER'S CERTIFICATION

Submit To: City of Wildwood 100 N Main Street Wildwood, FL 34785 352-330-1330 352-330-1338 (fax)		CITY OF WILDWOOD REQUEST FOR QUALIFICATION (RFQ) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: 08/01/2024	DUE TIME: 11:00 AM EST	RFQ # 2024-19	
TITLE: Pavement Management Consultant Services			
VENDOR NAME:		PHONE NUMBER:	
VENDOR MAILING ADDRESS:		FAX NUMBER:	
CITY/STATE/ZIP:		E-MAIL ADDRESS:	
"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFQ and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFQ requirements. I, the undersigned, declare that I have carefully examined the RFQ, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFQ with any other Offeror and have not colluded with any Offerors or parties to an RFQ whatsoever for any fraudulent purpose."			
_____ Addendum #	_____ Addendum #	_____ Addendum #	_____ Addendum #
"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFQ for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFQ and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFQ, including but not limited to certification requirements. In conducting offers with an agency for CITY OF WILDWOOD, respondent agrees that if this RFQ is accepted, the respondent will convey, sell, assign, or transfer to the City of Wildwood all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the CITY. At the City of Wildwood discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."			
_____ Authorized Agent Name, Title (Print)		_____ Authorized Signature	_____ Date
<i>This form must be completed and returned with your Submittal</i>			

QUALIFICATIONS FORM FOR CITY OF WILDWOOD



Name of Firm Submitting Qualifications _____

Name of Person Submitting Qualifications _____

PROPOSER ACKNOWLEDGMENT

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFQ and Specifications for the work and comments hereto attached. The Vendor proposes and agrees, if this submission is accepted, to contract with the City of Wildwood to furnish all necessary materials, equipment, labor and services necessary to complete the work covered by the RFQ and Contract Documents for this Project. The Vendor agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."

Signature

Date

RFQ Number

[☐] Check if exception(s) or deviation(s) to Specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.

This document must be completed and returned with your Submittal.

Statement of Terms and Conditions

PUBLIC ENTITY CRIME: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a qualifications/Bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit Qualifications/Bids on leases of real property to a public entity, may not be awarded or perform work as a Consultant, supplier, subconsultant, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

INDEMNIFICATION: Consultant shall indemnify and hold harmless the City, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the contract.

PROHIBITION OF LOBBYING: During the blackout period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposals, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the City awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the City, or any City employee other than Robert Schoepe, Procurement Specialist via email to rschoepe@wildwood-fl.gov or faxed to (352) 330-1338 Attention: Robert Schoepe. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposals (RFQ) or Invitation to Bid (BID) must be submitted in writing to the City's Financial Services Manager.

ANTI TRUST LAWS: By submission of a signed RFQ or BID, the successful Vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the City's at the time of the RFQ or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFQ/BID Contract Documents. Any inquiry or request for interpretation received by Robert Schoepe, Procurement Specialist via email to rschoepe@wildwood-fl.gov or faxed to (352) 330-1338 Attention: Robert Schoepe before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposals/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFQ/BID opening date. Each Vendor shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFQ/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFQ's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFQ/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFQ's/BID's received. The City and/or its CONSULTANT do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposals/Bid Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFQ's/BID's, will be available for public inspection ten days after opening of the RFQ's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. All RFQ's/Bids submitted in response to this solicitation become the property of the City. Unless information submitted is proprietary, copy written, trademarked, or patented, the City reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFQ/BID, in its best interest.

TAXES: The City of Wildwood is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFQ/BID, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposals in connection with the work for which their RFQ/BID has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFQ/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFQ/BID price or the RFQ/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the City's to vendors is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFQ/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the City. Reference to literature submitted with a previous RFQ/BID will not relieve the Bidder from including any required documents with this RFQ/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFQ/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the CONSULTANT will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The City of Wildwood will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

THE CITY OF WILDWOOD, is a political subdivision of the State of Florida, and reserves the right to cancel this RFQ and to reject any and/or all submittals, reserve the right to waive any and all informalities or irregularities, to re-advertise with either the identical or revised specifications, and reserve the right to award contracts and/or in the best interest of the City. Submittals not meeting stated minimum terms and qualifications may be rejected by the City as non-responsive. The City reserves the right to reject any or all submittals without cause. The City reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the City, or who has failed to perform faithfully any previous contract with the City's or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFQ/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Verizon time is hereby established as the Official Time of the City's.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFQ/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as _____," must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFQ/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFQ/BID must be submitted. The Proposer/Bidder shall state in the RFQ/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFQ/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFQ/BID FORM. In the event that there is a discrepancy on the RFQ/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFQ/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFQ identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFQ/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the City's intent to select a vendor within **sixty (60) calendar days** of the deadline for receipt of Proposals/Bids. However, Proposals/Bids must be firm and valid for award for at least **ninety (90) calendar days** after the deadline for receipt of the RFQ/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the City may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The City reserves the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The City shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFQ/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the City's representative. All work will proceed in a timely manner without delays. The Consultant shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):

The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the vendor's approval – without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the City Clerks Office. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc.). Proposers/Bidders are required to use the official RFQ/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFQ/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposals/bid. RFQ/BID FORM documents for this project are free of charge and are available on-line and are downloadable.

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFQ/BID specification for any item(s). If RFQ's/BID's are based on equivalent products, indicate on the RFQ/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFQ/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFQ's/BID's which do not comply with these requirements are subject to rejection. RFQ's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFQ/BID FORM. The City is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the City unless evidenced by a Change Notice issued and signed by the City, or designated representative.

QUANTITIES: The quantities as specified in this RFQ/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFQ/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the City within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information in the original City format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:

This document must be completed and returned with your Submittal

(Signature and Date)

HOLD HARMLESS AGREEMENT

Consultant shall indemnify and hold harmless the City, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the contract.

The Consultant shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Consultant shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the City representative requesting the service.

By signature upon this form the Consultant stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

Consultant-Print Name	Signature
Project Name	Date

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

This document must be completed and returned with your Submittal

[Submittal Attachment C5]

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFQ or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFQ or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".

Authorized Signature

Date Signed

State of: _____

County of: _____

Sworn to and subscribed before me this _____ day of _____, 20__

Personally known _____ or Produced Identification _____
(Specify Type of Identification)

Signature of Notary

My Commission Expires _____

(seal)

This document must be completed and returned with your Submittal

[Submittal Attachment C6]

**SWORN STATEMENT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Wildwood

By _____
{print individual's name and title}

for _____
{print name of entity submitting sworn statement}

whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is _____ (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a “person” as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **{indicate which statement applies.}**

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **{attach a copy of the final order}**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

{signature}

{date}

State of _____

County of _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____, who after first being sworn by me, affixed his/her signature in the space provided above on this _____ day of _____, 20__.

Attest: _____

Notary Public

My commission expires: _____

(Notary Seal)

This document must be completed and returned with your Proposal.

[Submittal Attachment C7]

Conflict of Interest Disclosure Form

I HEREBY CERTIFY that

2. I (*printed name*) _____ am the
(*title*) _____ and the duly authorized representative of the firm of (*Firm Name*)
_____ whose address is _____
_____, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I
am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,

3. This bid qualification is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid qualification for the same services, and is in all respects fair and without collusion or fraud.

EXCEPTIONS (List)

Signature: _____

Printed Name: _____

Firm Name: _____

Date: _____

State of _____

County of _____

Sworn to and subscribed before me this _____ day of _____ 20____

Personally Known _____

OR Produced Identification _____, Type of Identification _____

My Commission Expires _____

(Printed, typed or stamped commissioned name of notary)

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR QUALIFICATIONS PACKAGE

[Submittal Attachment C8]

Prohibition Against Contracting with Scrutinized Companies

[PURSUANT TO FLORIDA STATUTE § 287.135]

I, _____, on behalf of _____,
Print Name Company Name

certify that _____ does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Cuba or Syria.

Signature

This document must be completed and returned with your Proposal.

[Submittal Attachment C9]

E-Verify Affidavit

Florida Statute 448.095 directs all public employers, including municipal governments, to verify the employment eligibility of all new public employees through the U.S. Department of Homeland Security's E-Verify System, and further provides that a public employer may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

Florida Statute 448.095 further provides that if a contractor enters into a contract with a subcontractor, the subcontractor must provide the contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.

In accordance with Florida Statute 448.095, all contractors doing business with the City of Wildwood are required to verify employee eligibility using the E-Verify system for all existing and new employees hired by the contractor during the contract term. Further, the contractor must also require and maintain the statutorily required affidavit of its subcontractors. It is the responsibility of the awarded vendor to ensure compliance with E-Verify requirements (as applicable). To enroll in E-Verify, employers should visit the E-Verify website (<https://www.e-verify.gov/employers/enrolling-in-e-verify>) and follow the instructions. The contractor must, as usual, retain the I-9 Forms for inspection.

By affixing your signature below you hereby affirm that you will comply with E-Verify requirements.

Company Name

Offeror Signature

Date

Print Name

Title

Federal Employer Identification Number (FEIN)

Notary Public Information

Sworn to and subscribed before me on this this ____ day of _____, 2024.

By _____

___ Is personally known to me

___ Has produced identification (type of identification produced: _____)

Signature of Notary Public

Print or Stamp of Notary Public

Expiration Date

RFQ 2024-219 Pavement Management Consultant Services

Qualification Packet Ranking: RFP2024-19

Offerors	Evaluation Criteria			Criteria		Ranking
	Relevant Experience	Capability and Qualifications	Approach to Project Management	Subtotal	MBE / VS	
Applied Research Associates, Inc	25.5	25.5	24.5	75.5	1.0	76.50
Evaluator 1 (Paul Ketz)	21.0	24.00	18.00		1	
Evaluator 2 (Steve Laign)	28.0	26.00	27.00		1	
Evaluator 3 (Hector Sanchez)	28.0	30.00	28.00		1	
Evaluator 4 (Thomas Rigwood)	25.0	22.00	25.00		1	
Jones Edmunds	26.8	26.8	24.0	77.5	1.0	78.50
Evaluator 1 (Paul Ketz)	14.0	24.00	12.00		1	
Evaluator 2 (Steve Laign)	31.0	25.00	28.00		1	
Evaluator 3 (Hector Sanchez)	30.0	30.00	28.00		1	
Evaluator 4 (Thomas Rigwood)	32.0	28.00	28.00		1	
Mott MacDonald Florida, LLC	33.3	28.0	28.5	89.8	1.0	90.75
Evaluator 1 (Paul Ketz)	35.0	24.00	30.00		1	
Evaluator 2 (Steve Laign)	32.0	28.00	28.00		1	
Evaluator 3 (Hector Sanchez)	33.0	30.00	28.00		1	
Evaluator 4 (Thomas Rigwood)	33.0	30.00	28.00		1	
Stantec Consulting Services	20.3	23.5	19.3	63.0	1.0	64.00
Evaluator 1 (Paul Ketz)	7.0	24.00	6.00		1	
Evaluator 2 (Steve Laign)	21.0	16.00	25.00		1	
Evaluator 3 (Hector Sanchez)	28.0	30.00	26.00		1	
Evaluator 4 (Thomas Rigwood)	25.0	24.00	20.00		1	
WithersRavenel, Inc	28.8	25.5	26.3	80.5	2.5	83.00
Evaluator 1 (Paul Ketz)	28.0	24.00	24.00		5	
Evaluator 2 (Steve Laign)	28.0	20.00	25.00		2	
Evaluator 3 (Hector Sanchez)	26.0	30.00	28.00		1	
Evaluator 4 (Thomas Rigwood)	33.0	28.00	28.00		2	

Pavement Management Consultant Services

Statement of Qualifications
August 6, 2024





City of Wildwood
100 N Main Street
Wildwood, FL 34785

RFQ #2024 Pavement Management Consultant Services

August 6, 2024

Dear Members of the Selection Committee:

Effective pavement management programs enable local governments, like the City of Wildwood, to manage their roadway networks at a high level of service at the least cost, saving them potentially millions of dollars in pavement deterioration. Successful pavement management requires experienced professionals, who fully understand pavement data collection, pavement management, and all activities related to properly managing a pavement network. Mott MacDonald Florida, LLC (Mott MacDonald), brings you a team that understands in depth the numerous issues facing local governments, and can provide a variety of services related to pavement evaluation and management.

Mott MacDonald's Asset Management and Advisory Group is pleased to provide this response to the City of Wildwood (City) Request for Qualifications for Pavement Management Consultant Services. Our team has been providing pavement management consulting services for state and local government agencies for 30 years. We've aided Florida counties and local agencies, including Alachua, Hillsborough, Polk, and Manatee with the successful implementation of Pavement Management Systems.

Our proposed project staff includes nationally recognized experts in development, configuration, and implementation of leading pavement management systems. Our proposed Project Manager, Katia Delgado, PE and Project Principal, Scott Stevens, PE, have been leading pavement management programs in Florida for a combined 32 years and are both based in the Tampa Bay Area.

For this project, Mott MacDonald has teamed with ICC-IMS to perform the data collection for the pavement condition survey (PCS). Our team's key differentiator is that we can provide all aspects of pavement management from pavement condition data collection, software, design, and construction documents for standard and alternative maintenance activities to inspection so that the City has success at each project stage.

Should you have any questions regarding this submission or require additional information, please contact our Project Manager, Katia, at katia.delgado@mottmac.com or (813) 448-5001.

The Mott MacDonald team is excited for this opportunity to continue to work with the City in support of your pavement management goals, and we are confident that our expertise, proposed team, and proven approach will deliver the results of a sustainable roadway network.

Sincerely,

Mott MacDonald Florida, LLC

William S. Varnedoe, PE
Senior Vice President
+1 984 255 0003
steve.varnedoe@mottmac.com

Mott MacDonald
8875 Hidden River Parkway
Suite 300
Tampa, FL 33637
United States of America

T +1 (800) 832 3272
mottmac.com

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Section A contents

Form A1

A-1 RFQ Cover page

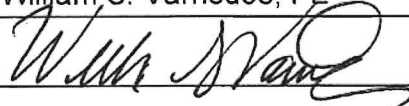
Form A2

A-2 Firm profile form

Form A3

A-3 Location questionnaire form

RFQ COVER PAGE

Name of Firm, Entity or Organization: Mott MacDonald Florida, LLC	
Federal Employer Identification Number (FEIN): 59-1294824	
State of Florida License Number (If Applicable): 9715433778CC	
Name of Contact Person: Katia Delgado	
Title: Senior Project Manager - Asset Management	
E-Mail Address: katia.delgado@mottmac.com	
Mailing Address: 12802 Tampa Oaks Blvd, Suite 101, Temple Terrace	
Street Address (if different): 12802 Tampa Oaks Blvd, Suite 101, Temple Terrace	
City, State, Zip: Tampa, FL 33637	
Telephone: 813.448.5001	Fax:
Organizational Structure – Please Check One:	
Corporation ☒ Partnership ☐ Proprietorship ☐ Joint Venture ☐ Other ☐	
If Corporation:	
Date of Incorporation: December 27, 2002 State of Incorporation: Florida	
States Registered in as Foreign Corporation:	
Authorized Signature:	
Print Name: William S. Varnedoe, PE	
Signature: 	
Title: Senior Vice President	
Phone: 984.255.0003	
<i>This document must be completed and returned with your Submittal.</i>	

[Submittal Attachment A2]

FIRM PROFILE

1. Firm (or joint venture) Name & Address Mott MacDonald Florida, LLC 12802 Tampa Oaks Blvd Suite 101, Temple Terrace Tampa, FL 33637		1d. Licensed to do business in the State of Florida ☒ Yes ☐ No
1a. Firm is ☒ National ☐ Regional ☐ Local FEIN # <u>59-1294824</u>		1e. Name, Title, Telephone Number and Email of Principal to Contact William S. Varnedoe Senior Vice President steve.varnedoe@mottmac.com 984.255.0003
1b. Firm is a Certified Minority Business Enterprise ☐ Yes ☒ No	1c. Firm is a Certified Veteran's Owned Business ☐ Yes ☒ No	1f. Address of office to perform work, if different from Item 1 12802 Tampa Oaks Blvd, Suite 101, Temple Terrace, Tampa 1101 Haynes Street, Suite 101, Raleigh, NC 254 Chapman Road, Suite 202, Newark, DE

2. If submittal is by joint venture list participating firms (sub-consultant) and reference specific areas of responsibility (for example: including administrative, technical, and financial) for each firm:

Mott MacDonald is not a joint venture, but we have included one sub-consultant on our project team. IMS-ICC will be responsible for the pavement condition survey and inventory collection.

With ICC's nearly 50-year legacy of delivering precision pavement data collection equipment worldwide and IMS' 38 years of expertise guiding data-backed decision-making at the county and municipal level, the historic union of these two firms is more than an acquisition – it's an intentional alliance that makes perfect sense for their clients. Both entities, proudly rooted in the United States, have grown from modest origins to become industry leaders, shaping the trajectory of infrastructure management practices. This fusion has resulted in a commitment to advancing the industry through cutting-edge technology, expert project management, American craftsmanship, and a shared legacy of progress and positive impact. Operating together as one, IMS-ICC now has the largest fleet of collection vehicles serving municipalities and counties, all equipped with the latest IrisPRO Pave technology.

See proposal section 2 under Tab B to provide more detailed information regarding any sub-consultants referenced above.

3a. Has this joint venture previously worked together? ☐ Yes ☐ No

[Submittal Attachment A3]

LOCATION QUESTIONNAIRE

1. Specify address of Prime Consultant's designated office where the majority of work will be performed:

8875 Hidden River Parkway, Suite 300
Tampa, FL 33637

2. Indicate percentage of total overall project projected to be performed by the Prime Consultant's office specified above.

30% %

3. Specify address of Prime Consultant's other office(s) where any part of the work will be performed (if applicable):

254 Chapman Road, Suite 202, Newark, DE 19702
1101 Haynes Street, Suite 101, Raleigh, NC 27604
110 Wild Basin Road, Suite 101, Suite 100, Austin, TX 78746

4. Indicate percentage of total overall fees projected to be performed by the office specified above.

Newark, DE: 10%
Raleigh, NC: 5%
Austin, TX: 15%

Our subconsultant, IMS-ICC will be responsible
for an estimated 40% of the overall project.

Section B contents

Section 1

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Section 2

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Section 3

B-5 Relevant experience

Section 4

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Section 6

B-23 Method of approach

Section 7

B-29 Additional information

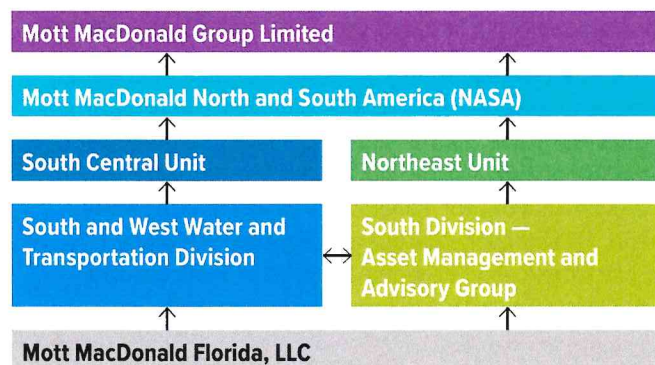
1. Business organization

Mott MacDonald is proud of our depth and range of asset and pavement management knowledge and of our successful history of pavement condition surveys and pavement management implementations. Our global, national, and local strengths, highly experienced staff, and specialized pavement management expertise, as summarized in the following sections, help make us uniquely qualified to address Wildwood's pavement management needs.

Firm organization, history, and principal officers

Mott MacDonald is an employee-owned, global consulting firm offering quality engineering, architecture, asset management, advisory, planning, and construction management services for public and private clients in Florida and around the world. As one of the world's largest employee-owned companies, we deliver sustainable solutions to clients across 150 countries.

Our 19,000-strong global team is organized regionally, e.g. North and South America (NASA), and further into Units and Divisions within the Regions. Within the NASA Region, shown in Figure 1-1, Divisions hold the projects and people, but their staff can be assigned to projects throughout NASA as needed to support delivery. Further, Mott MacDonald's practice-based organization at the Corporate and Regional level fosters seamless collaboration, quality, and consistency with our practice leaders facilitating the provision of specialized expertise and sharing of knowledge and solutions across all geographies, giving our clients access to exceptional breadth and depth of experience. Mott MacDonald Florida, LLC is our operating entity for all projects located in the state of Florida.



Mott MacDonald's NASA-based Asset Management and Advisory Group (formerly The Kercher Group, Inc.) is organized under the Northeast Unit, but leads asset management projects for city, county, and state DOT clients throughout the United States. For example, pavement projects in Florida are managed by Asset Management Group (AMG) staff located in the greater Tampa area.

The AMG is led by Steve Varnedoe, PE, and has been providing asset and pavement management engineering consulting services since 1994. In Florida alone, our group has led successful pavement and asset management implementations for the cities of Wildwood and Dunedin, as well as for nearby Alachua, Polk, Hillsborough, and Manatee Counties. We are pleased to submit this same team to continue supporting the City of Wildwood's pavement management.



Steve Varnedoe, PE
Senior Vice President

Principal officer for
Mott MacDonald's
Asset Management
and Advisory Group

Beyond asset management, our Florida offices have been in operation since 1970 providing a range of engineering and construction management services for transportation, utility, and ports and marine projects across the state. We have built a notable portfolio of state and municipal projects, allowing us to expand to seven total offices and 150+ staff across the state. Mott MacDonald Florida, LLC is properly incorporated under the laws of the State of Florida, and we have included our license at the end of this section (see Figure 1-4). Our South and West Water and Transportation Division, based in Pensacola, can further support our project team with additional resources if needed.

As principal of Mott MacDonald for this contract, Steve Varnedoe is committed to supporting the City of Wildwood with your pavement management system and assigning the right resources to deliver a high-quality project (see project organizational chart in Figure 1-2).

Figure 1-1. An overview of Mott MacDonald's corporate structure. Our Asset Management Group will be responsible for the City of Wildwood's scope of services, under the leadership of our pavement management specialists based in the Tampa Bay area.

Organization chart

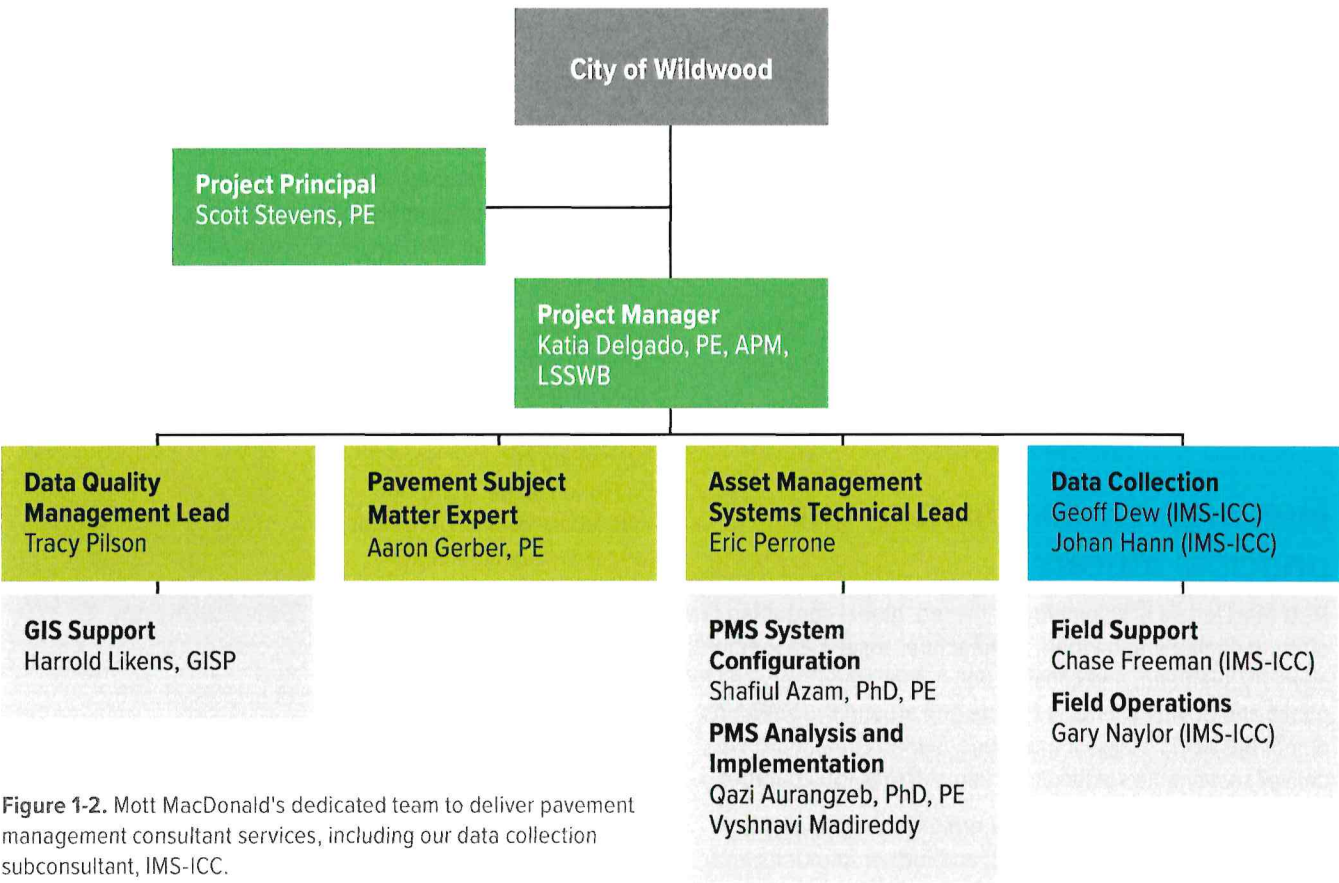


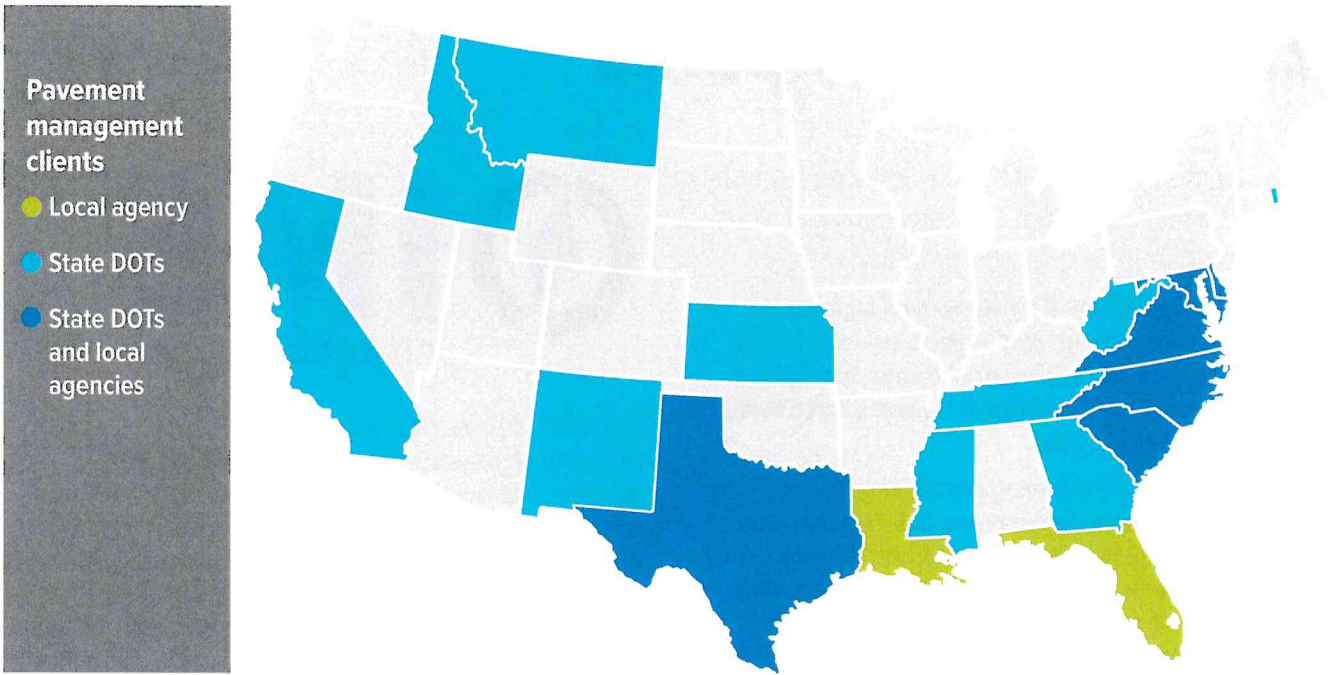
Figure 1-2. Mott MacDonald's dedicated team to deliver pavement management consultant services, including our data collection subconsultant, IMS-ICC.

Areas of expertise

Mott MacDonald expertise in pavement asset management services covers all aspects of pavement management from data collection to asset management system (AMS) implementation and analysis. Our project staff includes national experts in pavement and asset management with a proven track record of implementation and configuration of leading pavement and asset management software systems such as Trimble/Agile Assets Pavement Analyst, PAVER, Deighton's dTIMS, and others, as well as providing ongoing pavement management and engineering support. Our proposed Mott MacDonald team is an industry leader and has successfully conducted numerous pavement condition surveys and implemented pavement management systems throughout the country.

As a Trimble/AgileAssets Platinum partner, Mott MacDonald is the only consultant in the United States with this level of AgileAssets software certification. In fact, the City of Wildwood's existing pavement management system was implemented by our team using the AgileAssets Pavement Analyst module. Mott MacDonald's project staff has more than 25 years of experience implementing AgileAssets Systems for clients across the country, including Wildwood and numerous municipal, county, and state agencies. We have implemented all modules of the AgileAssets systems.

Our local government implementations range from small towns such as Dunedin, FL with 107 miles to very large cities like Dallas, TX with a pavement network that rivals the size of a small state. Our experience also includes implementations for numerous large counties including Polk, Hillsborough, Alachua and Manatee in Florida, Spartanburg and Charleston counties in South Carolina, and Frederick and Carroll counties in Maryland.



Our team brings a proven track record of pavement management system experience, providing technical expertise and advisory services for system configuration, overseeing data collection and quality management, assessing systems and associated business processes, and working with clients to identify practical and implementable improvements.

Mott MacDonald has worked, or is working, with numerous local agencies throughout the country with pavement management programs, as shown in Figure 1-3.

We also hold ongoing contracts for asset management-related projects in 20 State DOTs across the US. These projects include engineering support for pavement, bridge, and maintenance management systems as well as development and implementation of federally required transportation asset management plans.

Figure 1-3. (above) Mott MacDonald has worked, or is working, with numerous local and state agencies throughout the US and regularly provides on-call consultant services for pavement management systems and other asset management services.

Licensee

Name: **SKIPPER, DAVID DWIGHT** License Number: **58972**

Rank: **Professional Engineer** License Expiration Date: **02/28/2025**

Primary Status: **Current** Original License Date: **08/15/2002**

Secondary Status: **Active**

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
155	Current	MOTT MACDONALD FLORIDA, LLC	Registry			

2024 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# L02000034908

Entity Name: MOTT MACDONALD FLORIDA, LLC

Current Principal Place of Business:
220 WEST GARDEN STREET
SUITE 700
PENSACOLA, FL 32502

Current Mailing Address:
220 WEST GARDEN STREET
SUITE 700
PENSACOLA, FL 32502 US

FEI Number: 59-1294624

Name and Address of Current Registered Agent:
CORPORATION SERVICE COMPANY
1201 HAYS STREET
TALLAHASSEE, FL 32301-2525 US

Certificate of Status Desired: No

The above named entity submits this statement for the purpose of changing its registered office or registered agent or both, in the State of Florida

SIGNATURE: _____ Date: _____

Electronic Signature of Registered Agent

Authorized Person(s) Detail :

Title	Name	Address	City-State-Zip
MEMBER	GALBRAITH, IAN M	220 WEST GARDEN STREET SUITE 700	PENSACOLA FL 32502
MEMBER, PRESIDENT	ISOLA, MICHAEL C	220 WEST GARDEN STREET SUITE 700	PENSACOLA FL 32502
MEMBER	JARMAN, THOMAS	220 WEST GARDEN STREET SUITE 700	PENSACOLA FL 32502

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath. That I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes, and that my name appears above, or on an attachment with all other like empowered

SIGNATURE: THOMAS JARMAN MANAGER 04/24/2024

Electronic Signature of Signing Authorized Person(s) Detail Date

Figures 1-4 and 1-5. Mott MacDonald's certificate (right) and professional engineering license (above) to perform business in the State of Florida.

2. Major participants

We have included IMS-ICC as a sub-consultant on our project team due to their technical skills and expertise in automated data collection.

Mott MacDonald and IMS-ICC have worked together on several pavement management projects including for the Delaware Department of Transportation and Spartanburg County, SC and currently teamed to support Citrus County, FL on future pavement services.

IMS-ICC specializes in delivering precise, reliable pavement condition assessments that empower municipalities and transportation departments to maintain and enhance their roadway infrastructure. Using the IrisPRO Pave data collection vehicle (shown in Figure 2-1), featuring 2nd generation Laser Crack Measurement System (LCMS-2), field crews can perform and collect 3D pavement scanning with the ability to detect pavement distresses as minute as one-millimeter-wide cracks and significant full-lane-width rutting while moving at driving speeds.



Figure 2-1. IMS-ICC's Iris PRO Pave data collection vehicle.

Once data collection is complete, IMS-ICC processes this wealth of information using their proprietary Connect™ platform. This suite of advanced analytical tools and rigorous QC/QA checks that the Pavement Condition Index (PCI) values are both accurate and also repeatable.

IMS-ICC will be responsible for the pavement condition survey and inventory collection, accounting for an estimated 40% of the project work.



ICC-IMS relevant experience

Of particular relevance to the City of Wildwood is the automated data collection services work that ICC-IMS has done for Sumter County, Florida. The data collection project consisted of a mixed functional class network of approximately 870 centerline miles. The IMS-ICC team's IrisPRO Pave vehicle and Connect™ technologies were utilized to gather, process, and view data. This project provided a reconciled pavement network, matched to the County's GIS network and pavement segments, with accurate pavement condition information. This project provided a reconciled pavement network, matched to the County's GIS network and pavement segments, with accurate pavement condition information. The condition data, in addition to a PAVER based PCI, populated a customized pavement treatment prioritization tool based on PCI and additional key location considerations, such as stormwater, school, and emergency routes, etc.

The IrisPRO Pave survey vehicle used automated pavement condition survey methods, operated an LCMS-2 2D/3D pavement imaging system, dual-line laser profiler, right-of-way imaging-aided GPS, and a Distance Measurement Instrumentation (DMI) to complete the survey. In addition to distress data, the team delivered rutting, transverse profile, and roughness (IRI) data. A Ladybug 5+ 360° camera captured right-of-way images, with two perspective views delivered.

All data was referenced to the pavement section and GPS location, which was processed and delivered by the team. The detailed condition data is geospatially linked to the County's pavement management software (PAVER) and asset management (Cityworks) systems. The customized criteria can be used to tie the collected pavement condition data to other factors critical to the Sumter Public Works (DPW) team. The data set included an updated PAVER database, its related GIS shapefile aligned to the reconciled County GIS, detailed reporting on the current network condition, and a prioritization report based on the County's customized grading criteria. A pavement marking inventory was completed using the collected right-of-way images, providing location, type, and condition information.

3. Relevant experience



Project #1

Asset Management
System Implementation

Client

Polk County Roads &
Drainage Division

Location

Polk County, FL

Reference

Austin Potts, PE
P.O. Box 391
Bartow, FL 98401
863.535.2221
austinpotts@polk-
county.net

Project dates

2016-present

Similar key staff

Katia Delgado, Aaron
Gerber, Scott Stevens,
Tracy Pilson, Eric
Perrone, Greg Jakubiak,
Qazi Aurangzeb, Vyshnavi
Madireddy, Shafiul Azam,
Harrold Likens

Software implemented

AgileAssets Pavement
Analyst, Structures
Inspector, Structures
Analyst, Maintenance
Management Modules

Size

2,500 centerline miles

Cost

\$1.9M

Mott MacDonald worked closely with Polk County to select and implement a new transportation asset management system, optimizing the County's decision-making process for pavement, bridge, and maintenance planning and programming.

Opportunity

Polk County manages nearly 2,500 centerline miles of paved roadway and needed a new, systematic, and reproducible method of determining priorities and optimal timing of improvements to manage the preservation of its roadway and overall infrastructure system.

Solution

For the pavement management solution, Mott MacDonald conducted a review of the County's as-is processes and software capabilities and identified requirements. Our team created a new set of performance indices and reporting statistics as desired by the County to support a consistent method of identifying optimum treatments. We undertook a task to compare the current software platform used by the County with available pavement management software packages in the market and assisted the County in selecting a new system. To achieve the goal of identifying and implementing a new pavement management system, Mott MacDonald provided expertise in pavement asset management, engineering guidance, and software implementation.

Across pavements, bridge, and over 20 other transportation assets, the Mott MacDonald team implemented and configured the selected AgileAssets software solution to the County's specific business needs. This included the development of condition indices, decision trees, treatments, performance models, treatment rules, other improvement variables, performance measures, and associated reporting to support the County's budget optimization processes, project selection, and performance targets.

We trained County staff in the use of the software, and we are providing ongoing support as needed. We developed supporting documentation, including policy manuals, configuration guides, and SOPs to manage the entire asset management program. Mott MacDonald also trained County staff to perform roadway maintenance condition assessments and developed a data quality management program for the County.

Outcome

After implementation across multiple transportation assets, these improvements have helped the County make more strategic and optimized transportation infrastructure planning and programming decisions. This improved decision-making will help the County justify and maintain a sustainable funding stream for a full range of treatments, backed up by a new, optimized, and data-driven asset management framework. The overall effort included implementation of a AgileAssets Pavement Analyst, Structures Inspector, Structures Analyst, and Maintenance Management Modules.

Since its establishment, Polk County's Pavement and Asset Management programs have become staples for local governments, receiving peer and national industry recognition, and winning the James B. Sorenson award for Excellence in Pavement Preservation in 2022.

Mott MacDonald's implementation of an AgileAssets asset management system for Hillsborough County, Florida has streamlined infrastructure maintenance and management, improved data integration and analysis, enhanced decision-making, and set the stage for future infrastructure management enhancements.

Opportunity

Hillsborough County, with its diverse mix of urban, suburban, and rural road networks, faces significant challenges in managing nearly 3,500 miles of roadways and over 250 bridges. This complexity presents an opportunity to implement a comprehensive asset management system to streamline and optimize infrastructure maintenance and management.

Solution

In 2021, Mott MacDonald partnered with Hillsborough County to implement an AgileAssets asset management system. Prior to that, our team was a subconsultant to another firm where we led a discovery phase with Hillsborough County to review their business processes, evaluate asset management software, and define software configuration requirements. Under our current asset management support project as the prime consultant, a focus was placed on updating the past discovery phase to detail final business and technical needs for the implementation of AgileAssets Pavement Analyst and Structures Manager systems.

Hillsborough County has historically collected manual ASTM D6433 pavement condition data for analysis in the PAVER pavement management system. Therefore, for the initial implementation of AgileAssets Pavement Analyst, our team configured the system to use the pavement network inventory from the County's enterprise geographic information system (GIS). Pavement condition data was imported from Hillsborough County's existing PAVER pavement management system. Using the data, we made recommendations and developed decision trees with performance models with the County team and defined a treatment toolbox for improved treatment recommendations.

To enhance the data analysis, we are assisting Hillsborough County in transitioning to automated data collection. IMS-ICC collected two types of automated pavement condition data:

- D6433 - Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys, and
- E3303 - Standard Practice for Generating Pavement Surface Cracking Indices from Digital Images data.

Our team is working with Hillsborough County to evaluate both data sets and determine the best approach of configuring AgileAssets Pavement Analyst to take advantage of these higher-quality data formats.



Hillsborough County Florida

Project #2

Professional Engineering Services for Asset Management Support

Client

Hillsborough County Public Works

Location

Hillsborough County, FL

Reference

Bridgette Gutierrez
601 East Kennedy Blvd,
Tampa, FL 33601
813.274.6532
gutierrezb@hcfllgov.net

Project dates

2019-present

Similar key staff

Katia Delgado, Aaron Gerber, Scott Stevens, Eric Perrone, Vyshnavi Madireddy, Shafiul Azam, Harrold Likens II

Software implemented

AgileAssets Pavement Analyst, Structures Analyst, Structures Inspector

Size

3,500 centerline miles

Cost

\$2.75M

In conjunction with the pavement management system, Mott MacDonald also configured the AgileAssets Structures Manager system to directly import data from the Florida Department of Transportation's Local Government Bridge Inspection Program and perform optimized maintenance and replacement analyses.

Outcome

The asset management system implementation has led to improved data integration and analysis for Hillsborough County's pavement and bridge conditions, enhancing the County's decision-making through advanced performance models and treatment recommendations. Reporting processes have also been streamlined through the systems to help Hillsborough County meet their annual requirements.

Our team continues to provide ongoing training and development of Standard Operation Procedure (SOP) documents to ensure effective system use. Future plans for our partnership with Hillsborough County include development of a Culvert Management System for approximately 100,000 culverts, further enhancing the County's infrastructure management capabilities.

**Project #3**

Manatee Pavement
Management Services

Client

Manatee County

Location

Manatee County, FL

Reference

Phil Catalano
1112 Manatee Ave W
Bradenton, FL 34205
941.708.7450

Project dates

2021-present

Similar key staff

Aaron Gerber, Scott
Stevens, Harrold Likens II,
Shafiul Azam

Software implemented

PAVER; Trimble Pavement
Express

Size

1,406 centerline miles

Cost

\$500,000

Manatee County is optimizing its \$2.7B pavement network through a comprehensive pavement management system developed by Mott MacDonald, which includes detailed condition assessments, a configured PAVER™ database, a Five-Year Maintenance Plan, and enhanced system integration into AgileAssets Pavement Express software for better compatibility with migration of the County's CityWorks system and improved asset management.

Opportunity

Manatee County faces the challenge of managing its extensive pavement network, which includes 1,406 centerline miles of roads and 12,995 individual road segments. The overall value of the pavement asset network is assessed to be approximately \$2.7B. The County sought to develop and utilize a robust pavement management system to optimize maintenance and management of these assets.

Solution

Mott MacDonald is supporting Manatee County in developing a comprehensive pavement management system.

The project includes:

- **Conducting a pavement condition survey.** We performed a pavement condition survey for each road section within the County maintained network, following a modified ASTM D6433 inspection methodology.
- **Performing a data analysis.** Our team provided a condition analysis along with pavement condition projections to evaluate the effect of various funding levels on future asset conditions.
- **Configuring a PAVER pavement management system for storing and analyzing pavement asset data.** The PAVER system allows for the storage and analysis of various pavement asset data, including the inventory, condition, construction history, deterioration modeling, and project planning. In addition, the system allows for budgetary analysis of the pavement network to track efforts to maintain the asset at a condition that is acceptable to the County.
- **Developing a Five-Year Capital Improvement Program for roadway maintenance and resurfacing.** Multiple budget scenarios were run to determine the annual funding necessary to achieve different overall network conditions. In addition, specific projects were formulated within PAVER and incorporated into a multi-year work program based on available maintenance funding.
- **Assisting with the migration of PAVER data into Trimble/AgileAssets's Pavement Express.** The system will be linked to Trimble's CityWorks, allowing for better compatibility between Manatee County's pavement management system and work order management system.

Outcome

The implementation of the pavement management system has provided Manatee County with:

- Detailed pavement condition assessments and projections to inform funding decisions.
- A configured PAVER™ database that supports inventory, condition tracking, and budgetary analysis.
- A Five-Year Maintenance Plan that outlines necessary funding and projects for maintaining the pavement network.
- Enhanced compatibility and integration with the County's existing systems, providing streamlined operations and improved asset management.



Project #4

Alachua County
Pavement Management
Study and
Implementation

Client

Alachua County Public
Works Department

Location

Alachua County, FL

Reference

Ramon Gavarrete, PE
5620 NW 120th Lane,
Gainesville, FL 32653
352.548.1214

Project dates

2020 - 2021

Similar key staff

Scott Stevens, Aaron
Gerber, Eric Perrone, Qazi
Aurangzeb, Vyshnavi
Madireddy

Software implemented

AgileAssets Pavement
Analyst

Size

700 centerline miles

Cost

\$200,000

Alachua County implemented a new pavement management system with the help of Mott MacDonald, leading to enhanced decision-making, optimized treatment recommendations, and improved project selection and goal setting for its 700 miles of roadways.

Opportunity

Alachua County manages nearly 700 centerline miles of roadway and needed a new, systematic, and reproducible method of determining priorities and optimal timing of improvements to manage the maintenance and preservation of its roadway system. The County wanted to identify and implement a new pavement management system and selected the Mott MacDonald team to help achieve this goal by providing pavement asset management, engineering guidance, software implementation and pavement inspection services.

Solution

Mott MacDonald was selected to support Alachua County in identifying and implementing a new pavement management system by providing pavement asset management, engineering guidance, software implementation, and pavement inspection services. We conducted a pavement condition survey of all County roads and created a new set of indices and reporting as desired by Alachua County to support a consistent method of identifying optimum treatments.

For the selected AgileAssets pavement management software, our team conducted Reconciliation Meetings with Alachua County to define all software and engineering implementation details. The software was then configured and implemented to Alachua County's specific needs.

Mott MacDonald assisted the County with analyzing the pavement data using various multi-constraint optimization analyses, and provided recommendations on project selection and goal setting. We conducted formal end-user system training with Alachua County staff to ensure that the key staff are properly utilizing the system and understand the system capabilities. Video tutorial and hands-on training materials were developed as part of the training process. Standard Operating Procedures (SOPs) were also developed for the proper maintenance and use of County's Pavement Management System.

Outcome

The implementation of the new pavement management system has provided Alachua County with a systematic and reproducible method for prioritizing and timing roadway improvements. This has led to enhanced decision-making through detailed pavement condition assessments and optimized treatment recommendations, a customized AgileAssets software solution tailored to the County's specific needs, and improved project selection and goal setting based on multi-constraint optimization analyses.

Spartanburg County engaged Mott MacDonald to develop a comprehensive pavement management system with future asset management capabilities, resulting in enhanced decision-making, improved maintenance planning, and streamlined roadway operations through detailed engineering input and quality-managed data.

Opportunity

Spartanburg County needed a consultant to provide engineering and software implementation services for a pavement management system with the potential to evolve into a full asset management system. The County also required ongoing engineering consulting support for various aspects of the pavement management program, including treatment selection, pilot studies, public hearings, and budgetary evaluations.

Solution

Mott MacDonald was selected by Spartanburg County to support their full range of pavement and asset management needs. We supported Spartanburg County by:

- **Conducting an asset management roadmap workshop to identify long-term needs and goals.** We facilitated a three-day visioning workshop and developed an Asset Management Roadmap document summarizing the outcomes and conclusions of the workshop. We assisted Spartanburg County in identifying long-range needs and goals for more effectively managing its transportation infrastructure assets (i.e., pavements, bridges, and stormwater).
- **Collaborating with the County's pavement management team to develop the engineering input for the AgileAssets software, including decision trees and performance models, and other required configuration data.** As a result of this effort, we provided an engineering configuration document as a guide to document the design of the decision-making framework of the pavement management system.
- **Assisting with pavement condition data oversight and quality management.** Our team developed a Data Quality Management Plan (DQMP), Data Dictionary, and data collection request for proposals (RFP) based on ASTM E3303 Standard Practice for Generating Pavement Surface Cracking Indices from Digital Images. After the County selected a data collection vendor, we provided oversight and quality control for the data collection effort.
- **Implementing the pavement management system.** The implementation included all system configuration, calibration, testing, SOP development, and support for the initial set of analysis runs.
- **Establishing a Maintenance Quality Assurance (MQA) Program to support roadway maintenance operations.** This effort included review of current business processes, recommendation of business process for planning and budgeting, facilitation of key asset identification and threshold condition rating, and development of field inspection handbook, including implementation and training. This includes an MQA data collection manual, rater training, and implementation of an iPad-based data collection process.

Outcome

The project resulted in a comprehensive pavement management system tailored to Spartanburg County's needs, with capabilities for future expansion into a full asset management system. Through our team's detailed engineering input and quality-managed data, Spartanburg County has access to enhanced analysis for reporting to County Administration. This will lead to improved decision making, maintenance planning, and project budgeting processes. Spartanburg County will continue to use the system to develop future planned work programs to improve their roadway network. Their robust MQA Program will help to streamline roadway maintenance operations and ensure consistent quality standards.



Project #5

Pavement and Asset Management Consultant Services

Client

Spartanburg County
Public Works Department

Location

Spartanburg County, SC

Reference

Travis Brown
9039 Fairforest Road
Spartanburg, SC 29301
864.595.5318
twbrown@
spartanburgcounty.org

Project dates

2019 – Present

Similar key staff

Aaron Gerber, Eric Perrone, Vyshnavi Madireddy, Shafiul Azam, Harrold Likens II

Software implemented

AgileAssets Pavement Analyst

Size

1,750 centerline miles

Cost

\$740,000

4. Personnel

Our Asset Management Group is a highly qualified and diverse team of professionals that are nationally recognized as industry leaders. Team member areas of knowledge span all aspects of the pavement asset lifecycle from design to reconstruction or disposal, including asset analysis, and pavement treatments.

Key personnel

We have assembled a project team of highly qualified, motivated, and well-respected professionals, including the following key management and technical personnel. We have provided detailed resumes of the staff who we propose to deliver the scope of services. We encourage you to refer to those resumes for additional details.

Katia Delgado has over 20 years' experience in infrastructure project management, roadway design, construction, and pavement management for both government and private sectors. Katia will be responsible for all project management activities, leading the efforts of the team and communication with the City.

She will serve as the City's primary point of contact and will be committed to providing a responsive, quality service. She has a distinct advantage of having worked for the Polk County Board of County Commissioners (BoCC), leading their pavement and asset management programs for nearly 10 years. She now leverages that client-based perspective along with her varied professional background in her work at Mott MacDonald, providing the City with a holistic project management approach, tailored to its needs.



Katia Delgado, PE, APM, LSSWB
Project Manager

Location: Tampa, FL

Area of expertise: Project management; systems thinking; pavement management; roadway maintenance

Scott Stevens is a recognized leader in pavement management and pavement preservation and has diverse engineering administration and project management experience in both governmental and private sectors. He will provide project oversight and serve as a secondary point of contact for the City to help confirm that the team is meeting expectations and has sufficient resources assigned. Scott leads strategic growth, program development and supports project delivery for local agency pavement management projects across the company. His technical experience embraces a wide range of disciplines, including asset management; pavement management, including data collection, quality control, data analysis, and conducting training courses; GPS and GIS data collection; dam inspection services; and water resource engineering, including storm water system rehabilitation design.



Scott Stevens, PE
Project Principal

Location: Tampa, FL

Area of expertise: Project management; pavement management

Aaron Gerber has been providing pavement management consulting services for the past 20 years working with over 50 city, county, and state DOT clients utilizing industry leading software packages such as AgileAssets. He is a nationally recognized expert in pavement management and preservation and serves on the Pavement Management Systems and Pavement Condition Evaluation Committees for the Transportation Research Board. Aaron will bring his national experience, knowledge, and lessons learned in pavement management to serve as an advisor and subject matter expert for the City's pavement management program.



Aaron Gerber, PE
Pavement Management
Subject Matter Expert

Location: Newark, DE

Area of expertise:
Pavement management

Tracy Pilson has led and performed field data collection and data quality assurance on numerous pavement research projects and pavement condition surveys. Her work includes providing data quality oversight and coordination of manual or automated pavement data collection. She also performs analysis of field data as well as data quality technical documentation development, validation and conversion of data for import to the pavement management system for analysis. She will lead the development of the Data Quality Management Plan and Pavement Distress Data Dictionary and will be responsible for finalizing the quality assurance report for pavement condition data collection validation for accuracy and repeatability.



Tracy Pilson
Data Quality Management Lead

Location: Raleigh, NC

Area of expertise:
Pavement management; data collection; data quality management

Eric Perrone brings more than 28 years of experience in the field of pavement management. He has led business process reviews and software implementations to assist state DOTs and local agencies in managing pavement networks utilizing the AgileAssets Pavement Analyst and Maintenance Manager products. He previously worked for AgileAssets and was instrumental in evolving the Pavement Analyst software system. Over his career, he has led the implementation of pavement management systems for some of the largest pavement networks in the United States, including Virginia, California, Texas, and North Carolina state DOTs. Leveraging his significant experience with asset management system software evaluations, configuration, and implementations, Eric will oversee the City's selection and implementation of a pavement management system to meet its specific needs.



Eric Perrone
Asset Management Systems Technical Lead

Location: Raleigh, NC

Area of expertise:
Pavement management; software; IT

Shafiul Azam previously worked for AgileAssets based in Austin, TX as senior product owner and consultant. While with AgileAssets, Shafiul was part of the key design team for many of the modules within the AgileAssets suite, including the platform enhancement for the Safety, Stormwater and Portfolio Analyst modules. He has worked on the development, configuration, and implementation of pavement and bridge management systems for state, county, and municipal agencies across the United States. As the Safety module product owner, he led the development of that module and contributed to the development of the full suite of AgileAssets products. Shafiul will lead our team's configuration of the pavement management system.



Shafiul Azam, PhD, PE
PMS System Configuration

Location: Austin, TX

Area of expertise:
Pavement management; software; IT

Vyshnavi Madireddy is experienced in providing consulting services in asset management system implementations. She has worked on multiple AgileAssets client engagements in the areas of pavement management system design and configuration, as well as business process documentations and integration, among others. She has hands-on experience in local government as well as state-level AgileAssets implementations. Vyshnavi will support the pavement management data analysis and system implementation.



Vyshnavi Madireddy
PMS Analysis and Implementation

Location: Austin, TX

Area of expertise:
Pavement management; software

Resumes for our key personnel and additional project staff are included on the following pages.



**Katia Delgado, PE, APM,
LSSWB**
Project Manager

Education

BS, Civil Engineering,
University of Puerto Rico,
1998

Registrations

Professional Engineer
Puerto Rico #19085, 2004
FL #79031, 2015

Years of experience

25

Professional memberships

Florida Association of
County Engineers & Road
Superintendents

Katia is a professional engineer with over 20 years' experience in multiple areas of civil design, including environmental, roadway, soil stabilization pavement and asset management. She has successfully led several multi-million-dollar roadway design projects, as well as a multi-million-dollar paving program. Katia has provided technical and administrative expertise in areas such as transportation asset management, pavement management, project management, engineering knowledge transfer, soil stabilization. Her duties have included managing all aspects of design, and construction while overseeing teams of subconsultants, engineers, surveyors, and field inspectors.

Katia's previous roles included providing consulting services in Puerto Rico on various engineering design projects including roadway design, site development, storm sewer and wastewater design, erosion mitigation, rockfall and landslide projects. She also provided continued education courses through the PR Board of Engineers. Katia attributes her integrative and holistic approach to engineering project management to her wide-ranging experience.

Selected projects

Hillsborough County Pavement and Bridge Management Implementation, Hillsborough County, Tampa, FL: Pavement Management support for developing the detailed pavement management system needs by aligning the County's business processes to the proposed software capabilities. System testing and creation of Standard Operating Procedures (SOP's). Ongoing work includes implementing a culvert management system, creating decision trees, performance models, treatment rules, and data processes.

City of Dallas Pavement Management Implementation, City of Dallas, Dallas, TX: Support tasks include performing budget optimization analyses, generating project work plans, and reporting to City executives and Council. Ongoing efforts include development of an Alley management program, and integration with a sidewalk management system.

Asset Management System Implementation, Roads & Drainage Division, Polk County, FL: Section Manager for the Asset Management group, responsible for the administration of the division's Asset Management Program, GIS asset inventory, as well as a diverse GIS and field inspection staff. Responsible for the section's operational budget and the daily administration of the division's Computerized Maintenance Management System (CMMS), and staff workload coordination. Oversaw the implementation and subsequent daily administration of a new division-wide maintenance work management system used to aid with the daily planning and recording of all preventive and reactive asset maintenance activities for roadway, traffic, and drainage assets. Tasks also included SOP development, training manuals and video development, division-wide staff training, and maintenance of labor, materials, and equipment databases.

Pavement Management System Implementation, Roads & Drainage Division, Polk County, FL: Pavement Manager responsible for the yearly \$12M Pavement Management Work Plan development and execution, including project selection, cost estimates, contractor oversight, pavement treatment specifications and bid preparation, and assistance with project inspections. Also responsible for the creation and implementation of the County's formal Pavement Management Program, starting in 2016. This included the adoption of FHWA LTPP pavement condition survey methodology, staff training on condition survey process, QC of pavement condition survey data, as well as implementation and use of a selected analytical software to aid in yearly work plan creation, and network analysis.



Scott Stevens, PE
Project Principal

Scott is a recognized leader in pavement management and pavement preservation and has diverse engineering administration and project management experience in both governmental and private sectors. He leads strategic growth, program development and support project delivery for local agency pavement management and engineering projects across the company. His technical experience embraces a wide range of disciplines, including asset management; pavement management including data collection, quality control, data analysis, and conducting training courses; GPS and GIS data collection; dam inspection services; water resource engineering including storm water system rehabilitation design. He has 17 years of governmental experience, including 13 years with the Southwest Florida Water Management District (SWFWMD) where he oversaw the operation and maintenance of over 70 water and flood control structures.

Education

BS, Engineering Science,
University of South Florida,
1984

Registrations

Professional Engineer (Civil)
FL #39644

Years of experience

40

Professional memberships

Member American Council
of Engineering Companies
of Florida (ACEC-FL)/Florida
Engineering Society

Member National Society of
Professional Engineers

Member American Society of
Civil Engineers

Founding member of
the Florida Pavement
Preservation Council (FPPC)

Certified Occupational Safety
Specialist (COSS)

Selected projects

Pavement Management Services, Manatee County, FL: Project manager and lead subject matter expert for the development and implementation of PAVER software to meet County needs. This project included a pavement condition survey of 1,400 centerline miles of asphalt roads following a modified ASTM D6433 inspection methodology. As part of the analysis, the Kercher Group, a Mott MacDonald Company, will provide condition and budget alternatives, project plan development, and neighborhood grouping analysis.

City of Raleigh Pavement and Bridge Management Implementation, City of Raleigh, Raleigh, NC: Project Manager and Subject Matter Expert for supporting the City's pavement and sidewalk management activities.

Hillsborough County Pavement and Bridge Management Implementation, Hillsborough County, Tampa, FL: Project Manager and Subject Matter Expert for developing an overall asset management program, including a detailed pavement management system, bridge management system, sidewalk management, and culvert management. needs by aligning the County's business processes to the proposed software capabilities.

Pavement Management System Implementation, City of Leesburg, FL: Project manager and lead subject matter expert for the development and implementation of PAVER software to meet City needs. This project included a pavement condition survey of 82 centerline miles of asphalt roads following ASTM D6433 inspection methodology. Georeferenced digital photographs were captured to provided representative images of the inspected roadways.

Pavement Management System Implementation, City of Plant City, FL: Project manager and lead subject matter expert for the development and implementation of PAVER software to meet City needs. This project included a pavement condition survey of 160 centerline miles of asphalt roads following ASTM D6433 inspection methodology. Additionally, approximately 5 miles of brick streets and all ADA ramps within the City were inspected. All inventory and distress information were populated into a PAVER v7.0.10 database for analysis. A long-range Pavement Management Plan (PMP) was developed. In addition to the PMP, an inventory and condition assessment of over 1,000 ADA ramps were inventoried using ArcGIS Collector. Specific ramp deficiencies were located and photographed, and all data is linked to GIS for subsequent analysis.

Pavement Management System Implementation, City of Melbourne, FL: Project manager and lead subject matter expert for the development and implementation of the City's first pavement management system using PAVER software. This project included the inventory and evaluation of 325 miles of roadway using ASTM D6433 methodology. Field technicians use proprietary software developed specifically for the collection of pavement distress information. Assisted the City to develop a long-range PMP that was both responsive and proactive to the needs of City staff and their citizens. The plan included budget analysis, condition projections, and specific projects for their CIP.



Aaron Gerber, PE
Pavement Subject Matter
Expert

Education

BS, Civil Engineering, Rowan University, 2003

Graduate Studies, Civil Infrastructure Systems, University of Delaware, 2008

Registrations

Professional Engineer
DE #15158, 2008
FL #71107, 2010
MD #35701, 2008
NJ #24GE047629200, 2009
NC #34908, 2008
PA #PE075678, 2008
VA #402045566, 2009

Years of experience

21

Professional memberships

Transportation Research Board
Committee AKT10 – Pavement Management Systems Member (2016 – Present)
Committee AKP10 – Committee on Pavement Condition Evaluation Member (2017 – Present)
American Society of Civil Engineers
Board Member – Center for Research and Education in Advanced Transportation Engineering Systems (CREATES)

Aaron is a national leader in the field of infrastructure asset management with an emphasis on pavement engineering and management. He has led the management, development, implementation, and configuration of infrastructure asset management projects for many State, County, and Municipal agencies across the US. In this capacity, Aaron has provided technical and administrative expertise in the following focus areas: transportation asset management planning, project management, business process review, software evaluation, systems configuration, data collection (manual and automated methods), data quality management, engineering knowledge transfer and decision modeling, asset performance modeling, network level and project level treatment selection, innovative preservation treatment applications, asset sustainability analysis, life cycle assessment, life cycle cost analysis, risk assessments, optimization analysis, and client training.

Aaron has also served as lead project engineer on various engineering design projects including roadway geometric design, pavement design, site development, geotechnical investigations, site grading, hydrologic and hydraulic modeling and design of stormwater facilities, water and wastewater modeling and design of facilities, pump station design, concrete structures, and earth retaining structures. His duties have included managing all aspects of design and construction while overseeing teams of engineers, surveyors, and field inspectors.

Selected projects

Alachua County Pavement Management Software System Implementation, Alachua County, Gainesville, FL: Project Principal and Technical Lead responsible for the implementation of the County's Pavement Management System. Tasks included the design of the decision-making framework and desired functionality for the software, software configuration and testing, software training and on-going technical support. Tasks also include analyzing the impacts of Equity in pavement project selection and optimization, providing SOPs for use of the software, and supporting Public Works officials with messaging the analysis results and benefits of the program to the Board of County Commissioners.

Hillsborough County Pavement and Bridge Management Implementation, Hillsborough County, Tampa, FL: Project Principal and Pavement Management Lead for developing the detailed pavement management system needs by aligning the County's business processes to the proposed software capabilities. Also provided technical expertise in determining the viability of the County's in-house data collection capabilities including reviewing their automated and manual data collection equipment and providing recommendations for their continued use and upgrading. Developed the County's new data collection processes for future implementation. Provided briefings to County Administrators for recommendations for updates to the County's business processes. Tasks include implementing a pavement and bridge management system, creating decision trees, performance models, treatment rules, and data processes. Ongoing support of the program includes agency staff training and development of standard operating procedures.

Manatee County Pavement Management Support Services, Manatee County, Bradenton, FL: Project Principal for pavement management system implementation, pavement data collection, and integration with other County systems. Tasks included analyzing budgets, generating project recommendations, GIS maps, and training County staff to collect pavement data and run the pavement management system.

Florida Municipal Client Pavement Management, Various Municipalities, FL: Development and implementation of a group pavement management system for incorporating agencies into a single pavement management system. Tasks include developing a general management process that all agencies can share while providing a portal for agency access to their own data. Tasks also include performing condition surveys, analysis and reporting of budget scenarios, and presenting to stakeholders. Agencies include City of Dunedin, Plantation, and Wildwood.



Tracy Pilson
Data Quality Management
Lead

Education

BS, Civil Engineering,
University of Texas, Austin,
1995

Registrations

Engineer-in-Training
TX, 1997

Years of experience

15

Professional memberships

Project Management Institute
WTS International
WTS North Carolina Triangle

Tracy is a Project Manager experienced in field data collection and data quality assurance on numerous pavement research projects and pavement condition surveys. She has served as the field data collection lead for multiple pavement condition surveys including in Texas and North Carolina. Her work includes providing data quality oversight and analysis of field data as well as data quality technical documentation development. Tracy has a background in many areas of Transportation Engineering from her work at the Center for Transportation Research at the University of Texas at Austin as well as in private industry. The primary focus of her professional experience has been in pavement data collection, concrete pavement research and forensic analysis of pavements showing signs of early distress.

Selected projects

Pavement Management Support, New Mexico Department of Transportation (NMDOT):

Project Manager for enhancement phase of NMDOT's Pavement Management System. Work includes full process reviews, modification of condition indices for automated data collection process, refinement of decision trees, development of performance models, system calibration, use of reports to meet MAP-21 performance measure requirements, process improvements, general support for LRS integration and PMS activities, and necessary training.

Pavement Management Program Support, Various Municipalities in NC, SC and Virginia:

Project manager and project engineer on numerous municipal government pavement management projects. Responsibilities on these projects include the following: management of project budgets, project staff and resourcing to ensure quality delivery of the overall project. Oversight and coordination of manual or automated data collection of pavement condition data, validation and conversion of data for import to the pavement management system for analysis and AgileAssets Pavement Analyst implementation and analysis, development of the pavement management report to include recommendations and detailed reporting of the pavement management system analysis.

Pavement Condition Data Collection, Data Quality Assurance Lead, City of Raleigh, City of Dallas and Spartanburg County and Charleston County, SC:

Developed technical documentation for the project including RFP for Automated Data Collection, Data Quality Management Plan and Pavement Distress Data Dictionary. Coordinated and finalized quality assurance report for the pavement condition data collection validation for accuracy and repeatability.

Pavement Condition Surveys, Field Data Collection Lead, Various Municipalities, NC:

Data collection field lead and lead pavement condition rater on pavement condition surveys for the following Cities: Morrisville, NC; Asheville, NC; Hope Mills, NC; Clayton, NC; and Apex, NC; Garner, NC. Duties included field data collection of condition data, validation of condition data collected and training of other field staff on data collection methodologies utilized.

Pavement Management Technical Support, Delaware Department of Transportation (DelDOT), Statewide, DE:

Technical document developer on a project to develop a Pavement Preservation Guide for the agency to support program development and project selection using industry best practice with linkage to Pavement Management System.

Pavement Quality Index, SCDOT, Statewide, SC:

Project manager for a review of SCDOT's pavement management system configuration. The objective of the study is to review the current Pavement Quality Index and provide recommendations for revisions as appropriate.



Eric Perrone
Asset Management
Systems Technical Lead

Education

MS, Civil Engineering,
University of Texas at Austin,
1994

BS, Civil Engineering,
University of Delaware, 1992

Registrations

Oracle Database SQL
Certified Associate, 2020

Years of experience

33

Eric is an expert in transportation infrastructure asset management, specializing in leading business process and software implementations to assist state Departments of Transportation. He is experienced in managing pavement networks utilizing the AgileAssets Pavement Analyst and Maintenance Manager products. Over his career, he has led the implementation of pavement management systems (PMSs) for some of the largest pavement networks in the United States, including Virginia, California, Texas, and North Carolina.

Eric has also served as the technical lead for interfacing projects for enterprise resource planning (ERP) systems and Linear Network Management systems. As part of these implementations, he has developed experience in pavement engineering, economic analysis and optimization, performance modeling, work and crew management, and asset management processes for large and small agencies. In addition, his expertise in software implementation includes software interfacing, business process and requirements development, system training, and software testing and support.

Selected projects

AgileAssets Pavement Analysis Implementation, Charleston County, SC: Led the implementation team with configuring the Pavement Management System (PMS) to support the documented engineering configuration and map report integration with the County GIS systems and websites. This included all system configuration, calibration, and support for initial analysis. These analyses provided the initial reporting for the development of a roadway improvement program.

Pavement Management System Implementation, City of Dallas, TX: Project Technical lead System Architect for the implementation completion, and production of software to support pavement asset management within the city. Responsible for primary project management and system architecture of the city pavement management system (PMS) module. Configured the data structures loading, calculations and all reporting functions for the City analysis.

AgileAssets Pavement Analysis Implementation, Spartanburg County, SC: Assisted with the development of an Asset Management Roadmap. Led an Asset Management Roadmap Workshop to document long-range needs and goals for more effectively managing transportation infrastructure assets (pavement, bridges, stormwater, etc.). Led the implementation team with configuring the Pavement Management System (PMS) and a Maintenance Quality Assurance (MQA) Program to support the documented engineering configuration. This included all system configuration, calibration, and support for initial analysis. These analyses provided the initial reporting for the development of a roadway improvement program. Responsible for establishing an MQA survey, which included a data collection manual, rater training, and implementation of an iPad-based data collection process. Led the team in developing the iPad survey tool.

AgileAssets Pavement Analysis Software Implementation, Polk County Department of Public Works (DPW), FL: Led the team for the implementation of the Pavement Analyst and Bridge Inspection modules. After the software was selected, Reconciliation meetings were conducted where all software and engineering implementation details were defined. Responsible for implementing and configuring the software to the county's specific needs. Supported various multi-constraint optimization analyses, as well as project selection and goal setting. Also led the implementation team for the bridge inspection module to manage the inspections of county owned non-qualifying bridges.

Local Group System Implementation and Support, AgileAssets, FL, SC, NC, and VA: Responsible for the development and implementation of a dedicated system that serves smaller local agencies in a multi-tenant implementation of the AgileAssets Pavement Analyst product.



Shafiul Azam, PhD, PE
PMS System Configuration

Education

PhD, Transportation and Infrastructure Systems, Purdue University, 2011

MS, Civil Engineering, Wayne State University, 2007

BS, Civil Engineering, Bangladesh University of Engineering and Technology

Registrations

Professional Engineer

TX #125190, 2016

LA #0043890, 2019

NC #049003, 2019

ID #19736, 2020

KS #27818, 2020

NV #28311, 2020

SC #38516, 2020

TN #124379, 2020

NM #26848, 2021

RI #13655, 2021

Years of experience

17

Professional memberships

Institute of Transportation Engineers

Shafiul has a project track record of thought leadership and advanced technical knowledge on a wide spectrum of transportation engineering projects, especially in asset management, data analytics, pavement and bridge management systems, geographic information systems (GIS), and highway safety. He has played roles as a technical project manager and functional lead in implementing various pavement, bridge, and safety management systems for several transportation agencies in states and counties that have been used to support their transportation asset management plans, asset life cycles and investment strategies for different asset management programs.

Selected projects

Hillsborough County Asset Management System, FL: Managing technical tasks to develop Standard Operating Procedure (SOPs) for Pavement and Bridge Management systems.

Manatee County Pavement Express System Implementation, FL: Managing tasks related to data migration from Pavers and implementing AgileAssets Pavement Express system.

Bridge Management System (BMS) Implementation, City of Raleigh, Wake County, NC: Senior Engineer and Technical Expert for the implementation of a BMS. Responsible for architecting data and workflow for BMS solutions, assisting in developing engineering configuration guide, developing roadmap for BMS solutions, system configuration, business analytics, and reporting.

AgileAssets Bridge Inspector System Implementation, Polk County Roads and Drainage Division, Polk County, FL: Data analyst and business intelligence report developer for implementing AgileAssets Structure Analyst. Responsibilities include system configuration, data quality control, and development of bridge inspection reports.

Bridge Inspection System Implementation, Polk County Roads and Drainage Division, Polk County, FL: Data analyst and business intelligence report developer for a new Bridge Management System (BMS). Responsibilities included system configuration, data quality control, and development of bridge inspection reports.

Pavement Management System (PMS) Implementation, City of Dallas, Dallas County, TX: Senior Engineer and Data Solutions Expert for the implementation of a PMS. Responsible for architecting data and workflow for PMS solutions, developing engineering configuration guide, data analysis, performance model verification, system configuration, and developing business analytics solutions and reports.

Pavement Management System (PMS) Implementation, Charleston County, SC: Senior Engineer for the implementation of a PMS. Responsible for leading discovery sessions for data and workflow, developing engineering configuration guide, developing backlog for system configuration, and developing business analytics solutions and reports.

Pavement Management System (PMS) Implementation, City of Raleigh, Wake County, NC: Senior Engineer for the implementation of a PMS. Responsible for configuring system functionalities and features, including data analysis and conversion, GIS mapping setup, decision trees, developing ArcGIS dashboard showing Key Performance Indicators (KPI) and optimization results, developing business analytics solutions and reports.

AgileAssets Pavement Analyst Implementation, Charleston County, SC: Senior Engineer for the implementation of a Pavement Management System (PMS). Responsibilities included leading discovery sessions for data and workflow, developing engineering configuration guide, developing backlog for system configuration, and developing business analytics solutions and reports.



Qazi Aurangzeb, PhD, PE
PMS Analysis and Implementation

Education

PhD, Civil Engineering,
University of Illinois at
Urbana-Champaign, 2014

MSc, Transportation
Engineering, National
University of Sciences and
Tech (NUST), 2007

BS, Civil Engineering,
University of Engineering and
Technology Peshawar, 2001

Registrations

Professional Engineer
MD #58587, 2021

Years of experience

18 (including research
experience)

Professional memberships

American Society of Civil
Engineers

Transportation Research
Board

Subcommittee AKP10 (01)
on Innovations in Pavement
Condition Evaluation

Qazi has a strong research background related to pavement materials characterization, life-cycle assessment (LCA), and life-cycle cost analysis (LCCA) of various pavement rehabilitation alternatives. He specializes in the field of pavement management, having worked on the development, configuration, and implementation of pavement management systems for state, county, and municipal agencies across the United States. Dr. Aurangzeb's practice focuses on implementation of federally certified State Departments of Transportation (DOTs) Data Quality Management Plans (DQMPs) and Transportation Asset Management Plan (TAMP) for State DOTs. His interest mainly revolves around incorporating Equity, Risk, and Sustainability into the optimization analysis to advance the current use of pavement management systems.

Selected projects

Pavement Management System, Alachua County, FL: Responsible for configuration of the County's Pavement Management System (PMS) within a group system, testing the system, running the scenario analysis, and reporting the results. Responsible for developing the detailed standard operating procedures (SOPs) document.

Pavement Management Implementation, Frederick County Department of Public Works, Frederick County, MD: Responsible for the configuration of the Pavement Management System (PMS), importing of new data, performing analyses, and generating reports. Responsible for the annual budget optimization analysis.

Pavement Management Implementation, Carroll County, MD: Responsible for the configuration of the Pavement Management System, importing of new data, performing analyses, and generating reports. Assisted with the distress data survey and was responsible for the optimization analysis.

Pavement Management System – Phase 2, Polk County, FL: Responsible for the configuration of the Pavement Management System (PMS), system testing, and system calibration based on identified issues. Involved in developing a comprehensive engineering configuration document covering all the aspects of the PMS configuration.

Pavement Management Implementation, City of Wilmington, New Castle County, DE: Responsible for the configuration of the Pavement Management System (PMS), importing of new data, performing analyses, and generating reports.

Pavement Management Implementation of various Municipalities in Florida, North Carolina, and Virginia: Project Engineer for configuration of the Pavement Management System (PMS), importing of new data, performing analyses, and generating reports.

Pavement Management Implementation, Delaware Department of Transportation (DelDOT), Statewide, DE: Worked on the configuration of DelDOT's Pavement Management System (PMS). Configuration included modification of condition indices for automated data collection process, refinement of decision trees, development of performance models, system calibration, development of reports to meet Moving Ahead for Progress in the 21st Century Act (MAP-21) performance measure requirements and training. Involved in calibration verification of Automated data collecting equipment in the context of data quality management plan (DQMP). Involved in evaluating and redefining the pass/fail criteria in the DQMP, developing and updating engineering configuration document and detailed standard operating procedures (SOPs). Taking a lead role in designing and configuration of the PMS to transition from traditional cracks identification to an enhanced crack data collection following the ASTM E 3303. Currently working on configuring and using the Traffic Speed Deflectometer (TSD) data collected in 2018, 2019, and 2023.



Vyshnavi Madireddy
PMS Analysis and
Implementation

Education

MS, Civil Engineering (MSCE),
Western Michigan University,
2007

BS, Civil Engineering (BSCE),
Chaitanya Bharathi Institute
of Technology, India, 2005

Years of experience

16

Vyshnavi is experienced providing consulting services in asset management system implementations. She has worked on multiple AgileAssets client engagements in the areas of Pavement Management system design and configuration by using SQL, as well as business process documentations and integration, among others. She has a hands-on experience in local government setups as well as State Department of Transportations which are on LRS (Linear Referencing System). Major experience on Asset management optimization software which includes, software/business process reconciliation, software setup and configuration, data conversion, interfacing, training, system validation, "go live", post implementation support.

Selected projects

Pavement Management System Implementation Florida Local Government Agencies:

Have experience in the Florida local Government agencies likes Alachua FL, Dunedin FL, and Wildwood FL. Involved in configuring the Pavement Management system configurations. This required formatting the source data into the right format, importing the data using Agile Assets software tools, configuring the treatment unit costs, configuring the decision tree sets, assigning the right performance models, performing condition data analysis, and configuring the optimization analysis scenarios based on the Florida county requirements. Provided the clients future work plan reports/report comparisons by exporting the scenario results using Agile Assets software tools and by creating database views using SQL. Developed the training documents on PMS Agile Assets software.

Pavement Management System Implementation for the other Local Government

Agencies: PMS implementation experience on almost 15 local government accounts. Responsible for pavement condition data analysis, processing/formatting the source data and database configuration and importing the data into Agile Assets software for Apex NC, Monroe NC, Mooresville NC, Morrisville NC, Rocky Mount NC, Hope Mills NC, Blacksburg VA agencies. Gathering the requirements from the clients, configuring, and running the scenarios within Agile Assets Scenario analysis windows to obtain the desired results. Exporting the scenario data results to create the work plan reports by creating database views using SQL. Developed the training documents on PMS Agile Assets software.

Pavement Management System Implementation for the Montana Department of Transportation:

Responsible for pavement condition data analysis, processing and import of lane-based pavement condition data, as well as pavement preservation and replacement project composition using optimization analysis. Providing continuous PMS support with their ongoing business changes and enhancements.

Pavement Management System Implementation for the Kentucky Transportation

Cabinet (KYTC): Responsible for pavement condition data analysis, processing and database configuration and import/export processes, pavement deterioration modeling, as well as pavement preservation and replacement project composition using optimization analysis; Short-term and long-term pavement project work planning; Locating highway assets (including maintenance sections), pavement condition data on the Kentucky LRS database; Writing SQL queries and creating database views, procedures to locate transportation assets on LRS.

Pavement Management System Implementation for the North Carolina Department of Transportation:

Responsible for long-term pavement program development and planning based on budget and condition constraints to meet MAP-21 requirements; Processing, migration, and subsequent analysis of pavement condition data; Locating pavement condition data on LRS; Supported development of database views for annual maintenance condition assessment program (MCAP) reports; Testing of interfaces between Maintenance Management System and SAP, Bridge Management System.



Harrold Likens, GISP
GIS Support

Education

Entrance into the GIS
Graduate Certificate Program,
University of South Florida,
2007

BA, Organizational
Management/Public
Administration, Warner
Southern College 2007

Registrations

Certified GIS Professional
(GISP) #90466

Years of experience
35

Professional memberships
Polk County GIS Users Group

Harrold has significant experience with geospatial information, having played an integral role in implementation, data management, and migration. Previously, he served the Polk County Board of County Commissioners (BoCC) as Asset Management Coordinator, where he led a team of geographic information system (GIS) technicians with a focus on asset and pavement management. Mr. Likens has developed and rolled out both web applications and web maps. He has played an essential role in starting up an ArcGIS Server which enabled him to create, manage, and host client feature/map services on a third-party environment.

Selected projects

Pavement Management System (PMS) and Sidewalk Management Configuration, City of Raleigh, Wake County, NC: Configured PMS to manage road and sidewalk pavements. Configured the system to handle rating data for sidewalk ramps, curb cuts, sidewalks, and sidewalk corridors. Each table has related windows to display tabular data. Many of the tables have hyperlink data to display images and summary forms.

Bridge Structure and Culvert Management, Berrien County Road Department, Benton Harbor, MI: Developed and configured a bridge and culvert management system in geographic information system (GIS). Created the necessary Online Maps and applications to display, enter, and manage the projects, conditions, and forecast conditions for each.

Maintenance Quality Assurance (MQA) Configuration, Tennessee Department of Transportation (TDOT), Nashville, TN: Configured the Maintenance Quality Assurance (MQA) geodatabase, Inspection forms in ArcGIS Survey123, QA/QC apps & forms and data backup methodology.

Maintenance Management System (MMS) Configuration and Implementation, Polk County, FL: Configured Maintenance Management System (MMS). This included asset inventory setup to automatically import from Polk County's geographic information system (GIS). Configured Work Orders, Work Requests, reports, and GIS maps.

Pavement Management System (PMS) Implementation and Pavement Condition Survey (PCS), Alachua County, FL: Analyzed geographic information system (GIS) data and current processes to assist with system design and implementation of a successful PMS program. The data analyzed in this process is GIS and road network data used to create the field data used in the PCS. Prepared PCS files and configured the ArcPad application to collect the desired distresses and performed the windshield PCS.

Pavement Management System (PMS) and Neighborhood Grouping Analysis (NGA) Implementation, Spartanburg County, SC: Analyzed geographic information system (GIS) data and current processes to assist with system design and implementation of a successful Asset Management System (AMS), Bridge Management System (BMS), and PMS program. The data analyzed in this process is GIS transportation features, road routes, road segments, and other transportation infrastructure.

Pavement Management System (PMS) and Neighborhood Grouping Analysis (NGA) Polk County, FL: Involved in the development and testing for NGA. Creation and publishing of ArcGIS Online maps/applications to visually display and analyze the PMS NGA output. Assisted county staff in the development of NGA group development and QA/QC.

Pavement Management System (PMS) Implementation, Hillsborough County, FL: Analyzed geographic information system (GIS) data and current processes to assist with system design and implementation of a successful Asset Management System (AMS), Bridge Management System (BMS), and PMS program. The data analyzed in this process is GIS transportation features, road routes, road segments and other transportation infrastructure.

5. Capacity

In selecting our team members, we have reviewed our current and future work assignments to confirm that there are no conflicts or obstacles that would prevent them from performing the required scope of services for this project. All key personnel will be available when needed and are committed to completing the project on schedule. We are fully committed to providing the staff included in this statement of qualifications for the duration of the project.

Mott MacDonald has a history of completing projects within tight schedules, including federally funded projects that are subject to specific timelines and conditions. We currently have on-call asset management contracts with many local and state agencies. We have the local, regional, and if needed, national resources to respond to on-call services in a timely and efficient manner.

Our Asset Management and Advisory Group employs dozens of professionals solely dedicated to our pavement and asset management related clients that stand ready to assist the key personnel assigned to this project to help keep project tasks within schedule and budget. The expected availability of the proposed technical leads for this project is shown in Table 5-1.

Name	Role	Availability
Katia Delgado	Project Manager	60%
Scott Stevens	Project Principal	50%
Aaron Gerber	Pavement Management SME	35%
Tracy Pilson	Pavement Evaluations Lead	45%
Eric Perrone	Asset Management Systems Technical Lead	35%

Table 5-1. Expected availability of Mott MacDonald's management and technical leads for this project.

Current projects in progress

Mott MacDonald can accommodate the anticipated work associated with this project with consideration for current and anticipated workloads and staff commitments. Our team's current projects in progress are listed in Table 5-2 on the following page.

Firm resources and location

Our staff has been hand-picked to continue working alongside City of Wildwood in the support of your asset management systems. Our project management, Katia Delgado and Scott Stevens, are based in the Tampa Bay Area, with support from staff located throughout the United States. Our local presence, combined with the expertise and resources of our national asset management practice, offer the benefits of responsiveness, personalized services, a depth of specialized expertise, and understanding of local conditions.

Mott MacDonald has an extensive depth of resources, which can be mobilized at short notice to accommodate the anticipated project schedule and any acceleration that may be required. Similarly, should any delays occur, our resources will be placed on standby, ready to resume work when notified. In addition, Mott MacDonald routinely implements major projects on a multi-office basis to engage staff with the right skills and experience for the project tasks at hand. Therefore, in addition to local resources, we can engage staff from other offices as required.

We have many years of experience working with remote-based staff. Mott MacDonald has invested heavily in our cloud-based IT infrastructure to enable most of our technical work to be completed remotely. Mott MacDonald has thoroughly leveraged cloud technology and developed processes and procedures to deliver projects effectively and successfully in a secure environment utilizing staff from multiple offices. This allows us to put the right people on each assignment regardless of where they are located, and to work together as if they were in the same office. This not only enables us to collaborate more effectively with internal and external stakeholders but also helps our clients optimize workflow and meet requirements and timelines. Mott MacDonald staff are also fully committed to performing work on-site with City staff when travel is approved for specific tasks.

Project name	Location	Project size and phase	Year	Est. completion
NCDOT Pavement Management System Support	North Carolina DOT	80,000 miles, Phase 2	2022 - present	Ongoing
Charleston County, SC - Pavement Management Services and Asset Management Roadmap	Charleston County, SC	1,700 miles, Phase 2	2019 - present	Ongoing
Spartanburg County Asset and Pavement Management	Spartanburg County, SC	1,600 miles, Phase 2	2019 - present	Ongoing
City of Dallas Pavement Management Consultant Services	City of Dallas, TX	12,000 miles, Phase 3	2019 - present	Ongoing
Hillsborough County Asset Management Support Services	Hillsborough County, FL	3,700 miles, Phase 2	2021 - present	Ongoing
Polk County Supplemental Asset Management Support Services	Polk County, FL	2,600 miles, Phase 4	2016 - present	Ongoing
Alachua County Asset Management	Alachua County, FL	800 miles, Phase 1	2021 - present	Ongoing
Manatee County Pavement Management Services	Manatee County, FL	1,200 miles, Phase 2	2022 - present	Ongoing
Frederick County Asset Management	Frederick County, MD	1,300 miles, Phase 6	2012 - present	Ongoing
Carroll County Pavement Management Services	Carroll County, MD	900 miles, Phase 6	2011 - present	Ongoing
Idaho Pavement Management Support	Idaho DOT	5,000 miles, Phase 5	2012 - present	Ongoing
Montana DOT Pavement Management Services	Montana DOT	11,000 miles, Phase 5	2016 - present	Ongoing
TXDOT Pavement Management Services	Texas DOT	81,000 miles, Phase 1	2018 - present	Ongoing
Rhode Island DOT Pavement Management Services	Rhode Island DOT	1,100 miles, Phase 1	2021 - present	Q3 2026
WVDOH Asset Management Services	West Virginia DOH	34,000 miles, Phase 3	2017 - present	Ongoing
Virginia DOT Pavement Management Services	Virginia DOT	60,000 miles, Phase 1	2013 - present	Ongoing
Mississippi DOT Pavement Management Services	Mississippi DOT	11,000 miles, Phase 1	2023 - present	Q2 2025
SCDOT Pavement Quality Index	South Carolina DOT	41,000 miles, Phase 1	2022 - present	Ongoing
California DOT Pavement Management Services	California DOT	15,000 miles, Phase 1	2017 - present	Ongoing
Maryland SHA - Asset Management Support	Maryland SHA	5,200 miles, Phase 2	2016 - present	Q4 2027
NMDOT Statewide On-Call Pavement Design	New Mexico DOT	12,000 miles, Phase 4	2012 - present	Ongoing
Delaware DOT Pavement Management Services	Delaware DOT	5,500 miles, Phase 4	2014 - present	Ongoing

Table 5-2. Mott MacDonald's current projects in progress.

6. Method of approach

We are pleased to be able to offer the City of Wildwood (City) the consulting services of an unparalleled team of pavement experts combined with extensive knowledge of the City's AgileAssets pavement management software which was initially configured by our staff. Understanding the City's pavement management system and its objectives puts Mott MacDonald in a unique position of being able to provide guidance on existing industry software that is adequate for the City's needs, while providing the analytical and planning power to leverage information for data-driven decision making.

Our approach for this project is to provide the City with a cost-effective Pavement Management System (PMS) that will meet its needs. Our systems approach has proven to be a sound and evolutionary process to provide our clients with an integrated PMS.

Our project approach described below directly addresses the requirements specified by the City in the RFP. We have also highlighted areas where we feel that the City may want to consider alternatives for greater efficiency and future growth. Each alternative will result in a pavement management system that the City will be able to fully use for developing sound and defensible pavement projects.



Figure 6-1. The Mott MacDonald team leading an asset management Discovery Session.

Approach to performing the work

1. Project kick-off

The key to delivering a successful project is to identify and understand the specific needs and objectives of the City. It is critical that all project participants understand the objectives of the whole team, and their own specific role in meeting those objectives.

The project kickoff meeting is the first step to confirm that the overall scope of the project is clearly understood by the Mott MacDonald team and all City representatives. The kickoff meeting to acquaint all key staff may be a hybrid meeting with Mott MacDonald project team members in Florida meeting in person with the City's stakeholders, and other Mott MacDonald team members attending virtually.

The following items will be covered:

- Review of project scope
- Discussion of deliverables
- Review project schedule and anticipated submission deadlines
- Establish project communication channels
- Identify any project challenges and lessons learned from previous projects

In addition, any City supplied data and information that is required for the project will be identified. The task deliverable is a set of meeting minutes and a project plan.

2. Evaluation of current procedures (Discovery session)

The City of Wildwood currently uses Mott MacDonald's proprietary Trimble/AgileAssets group system for their pavement management analysis needs.

The group system, which was initially configured by Mott MacDonald, provided the City with the powerful analytical capabilities of AgileAssets Pavement Analyst while receiving a cost-sharing benefit with other group system members. Unfortunately, Mott MacDonald has been notified by Trimble that the group system will sunset by the end of 2024.

However, moving to a software platform configured specifically for the City will provide it with powerful data-driven analyses based on the City's own business practices and deterioration models.

Mott MacDonald will hold discovery session meetings with City staff consisting of personnel familiar with current business processes, policies, and procedures regarding pavement management. The primary purpose of these sessions is to fully document the City's current business processes and to confirm that all future activities including condition data collection, inventory, pavement treatment tools, and pavement management analysis software will fully meet the needs of the City. These meetings can be structured as fully online or in a hybrid format where local staff will attend in person at a City facility with remote staff attending virtually. We will work with the City to identify their objectives and requirements moving forward for their pavement management program and software and perform a gap analysis between current practices and objectives. This documentation will form the basis of the latter implementation phase of the selected software.

3. Pavement Condition Survey (PCS)

Mott MacDonald emphasizes the importance of having accurate, consistent, and repeatable pavement condition data as the cornerstone of the pavement analysis process. We have vast experience in both providing our clients with such data or assisting clients as a go between them and data collection vendors to confirm the provided service meets the client's needs and standards. It is imperative that condition data meet the levels of accuracy and detail necessary to provide meaningful treatment recommendations for the City's pavement management program. It is just as critical that the pavement condition data supports the pavement management software solution chosen and its specific configuration as well as being compatible with other City software systems as required. Mott MacDonald will provide guidance for both windshield or manual data collection as well as automated data collection for the City's consideration, discussing the advantages and disadvantages of each methodology.

3a. Manual data collection

The City's current pavement management system utilizes windshield collected pavement condition data based on the methodology defined by the Distress Identification Manual for Long-Term Pavement Performance Program (LTPP). This methodology is recommended by the Federal Highway Administration (FHWA) and works well for smaller municipal networks, such as the City of Wildwood.

As specified in the LTPP Distress Identification Manual, the level and extent of severity of distresses currently being collected for the City include:

- Fatigue cracking
- Transverse cracking
- Block cracking
- Defective patches and potholes
- Surface defects - oxidation/raveling
- Rutting and roughness
- Reflective cracking

Additional distresses that are of greater prevalence within the City of Wildwood's network, and cause of maintenance concerns such as depressions/ponding and shoulder build-up or drop-off, could be defined as part of the discovery phase and collected.

Mott MacDonald staff have performed the City's PCS in the past and would provide an experienced two-person rating team to conduct windshield surveys of all segments in the City's network. Utilizing a team of two experienced raters for the PCS allows collaboration between the raters to discuss and finalize the condition and inventory data being recorded. This collaborative process aids in accuracy and completeness of the survey results. The rating team performs the inspection of all asphalt pavement street segments owned or maintained by the City, recording condition and inventory data in ArcGIS Field Maps on an iPad. The PCS is completed by driving each segment in the City's pavement network in one direction. The distresses present on the entire segment are recorded. If desired by the City, the rating team can also collect segment inventory data such as the presence or absence of sidewalks, curb and gutter, pavement width and type, etc. The rating team confirms that all necessary information is collected so that the analysis team can determine the most cost-effective treatment selection for each segment.

Data collection set-up

The team will use the City's latest GIS centerline file to import pavement network inventory data to the ESRI ArcGIS Field Maps application which allows us to record all survey data thoroughly and accurately. Prior to the start of data collection, any ownership or inventory questions will be brought to the attention of the City's Project Manager for clarification.

Quality assurance and quality control

The Mott MacDonald team is committed to providing the City with quality data as the number one priority. Prior to the start of manual data collection, the Mott MacDonald project team will conduct a review session of the LTPP rating methodology with the rating team to confirm a clear understanding of pavement types and distresses, including severity and extent. During and after the data collection, Mott MacDonald staff will conduct quality assurance checks on the LTPP condition data that has been collected by the rating team to confirm accuracy and completeness.

3b. Automated data collection

Automated data collection can be a cost-effective alternative to manual data collection while meeting the goals of accurate, consistent, and repeatable pavement condition data. The City is experiencing considerable growth in terms of population with a resulting increase in the size of their street network. There may also be an opportunity for the City to reduce collection costs by cooperatively collecting data with Sumter County or concurrently collect data using IMS-ICC services. For these reasons, the City could consider a transition to automated data collection of pavement condition data at this time. Mott MacDonald has vast experience assisting clients in the automated data collection process and in using the collected data in an analysis to produce effective treatment decisions and long-term work plans for their networks. If automated data collection (ADC) is preferred by the City, Mott MacDonald has teamed with IMS-ICC to collect the data. It is important to consider that automated data collection provides the City with options in terms of data collection standards and data analysis capabilities.

Long-Term Pavement Performance Program (LTPP)

As described above, the FWHA's LTPP survey methodology is the methodology that has been previously implemented and used for the City's pavement management system. If the City decides to transition to automated data collection, it's important to understand there is not a standardized and accepted automated data collection procedure for collecting and processing condition data using the LTPP survey method. If the City decides to conduct automated surveys and retain the LTPP methodology, Mott MacDonald proposes to work closely with our data collection team member ICC-IMS to assure that the collected data is properly converted to the LTPP format.

ASTM E3303 (Standard Practice for Generating Pavement Surface Cracking Indices from Digital Images). ASTM E3303 is the latest ASTM standard for automated data collection of cracking and utilizes the crack density concept. Data collected according to ASTM E3303 is considered more accurate and repeatable than other data collection methodologies due to the methodology used to capture the density of cracking in the asphalt pavements. The practice itself does not determine a condition index metric such as a pavement condition index but allows for indices to be developed based on the collected data. Mott MacDonald has recently implemented PMSs for the cities of Raleigh and Apex, North Carolina, using the crack density metric. The City of Raleigh project just went through the second round of data collection and is an excellent example of how a crack density metric can be used in conjunction with other distresses in the implementation of a PMS. It should be noted that both Mott MacDonald and ICC staff worked collaboratively as part of the ASTM committee that developed the standard practice. Because it is a relatively new standard practice and does not include a specified condition metric, software systems utilizing this standard must be robust and customizable for calculated condition metrics.

ASTM D6433 (Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys). ASTM D6433 is a standard to the collection and classification of pavement conditions and has been in use for over 25 years. The practice used the pavement condition index (PCI) metric to quantify pavement conditions and is based on the severity and extent of 20 different asphalt distresses. The PCI for roads and parking lots was originally developed by the U.S. Army Corps of Engineers and has been adopted by Department of Defense (DOD) and the American Public Works Association (APWA). Because of its wide acceptance, many different software systems utilize this standard.

Data quality management

Regardless of the data collection methodology utilized, quality data is very important. Mott MacDonald has assisted many of our pavement management clients with the development or improvement of Data Quality Management Plans (DQMP) to allow for consistent, accurate pavement management system reporting, decision making, and performance management.

In general, our QC/QA process revolves around approving a vendor startup report, which includes equipment certifications, and the vendor passing initial calibration as part of the vendor startup report. Thereafter, calibration verification is undertaken at regular intervals so that mainline data collection is 'bookended' between successful calibration verification tests. At the end of the data collection, a number of other acceptance activities are undertaken on the full datasets with specifically defined passing limits for random samples of imagery and location/GPS data etc., as well as coverage checks. As part of the initial calibration and subsequent calibration verifications, the data for predefined calibration sections is checked for required percent passing against accuracy and repeatability limits laid out in the DQMP. Mott MacDonald and IMS-ICC have worked together on DQMP processes on several previous projects.

Independent data quality reports

For projects where we have specified a DQMP that the data collection vendor is required to adhere to, we have performed quality checks throughout the data collection effort and typically keep a running independent data quality report document that is delivered to the client regularly. Because of the very specific data accuracy and repeatability limits defined in the DQMP, we can ascertain whether the data delivered passes or fails for every measurement.

The approach followed in the DQMP is to define and provide detailed descriptions for all parts of the quality management cycle while not being so prescriptive as to require vendors to change their own quality management processes and procedures that would already result in high quality, accurate, and repeatable final data and does not unreasonably regulate source and raw data except where existing AASHTO and ASTM standards are applicable.

4. Evaluation of software and data systems

Pavements are typically the single most expensive asset a public agency manages, and are dynamically changing through the exposure to environmental, structural, and traffic related factors that affect the rate of deterioration of each road segment. Managing such a dynamic asset is therefore a complex process when considering the many factors needed to effectively select appropriate treatments and model their performance through time to determine a sufficient funding program. Making the case to the City Council, executive leaders, and the public can be a significant challenge. Use of a PMS is essential to provide data-driven, optimized work plans based on the City's funding levels, treatment alternatives and performance targets as well as the ability to evaluate the performance of pavements over time.

Successful pavement management projects require software that has been tested and proven at the technical, functional, and usability level. That software should be based on solid pavement management methodology and should be a reliable tool to develop Pavement Management Programs that truly extend the pavement life and identify opportunities to save millions of dollars in pavement deterioration for the City.

Software alternatives are directly tied to the type of Pavement Condition Survey (PCS) process the City ultimately adopts, as some software may only accept a specific PCS data format while other may be highly configurable and accept several data methods.

Mott MacDonald has extensive experience supporting a growing list of state and local agencies throughout the United States, providing both software implementation and pavement management support services, working with industry software platforms such as Cityworks, AgileAssets, dTIMS, StreetSaver, and PAVER. These government agencies not only want to achieve the best possible performance with their available budgets, but also value the benefits associated with multi-constraint scenario analysis for determining long-term funding requirements to achieve their goals.

Together with City staff, Mott MacDonald will develop criteria to evaluate several alternatives of current analytical software that align with the City's chosen PCS methodology and the City's analytical goals, for its consideration. With the evaluation criteria established, Mott MacDonald will present several software alternatives for the City's consideration and provide guidance of the pros and cons of each one. Once the City has selected the desired software, we can proceed to the implementation phase.

5. Data analysis

Mott MacDonald will complete a preliminary pavement management analysis using Excel or similar data analysis tools of the City's network with the pavement condition data collected during the PCS.

This analysis will determine current network conditions. A predictive analysis will be completed once the City has selected its preferred software and its configuration has been completed. The analysis of the pavement condition data that will be provided by our team will not consist of only a single condition index. We strongly believe that while a single index such as a Pavement Condition Index (PCI) provides an overall indicator of the pavement network health, treatment decisions should be made using all data collected. For this reason, we will use the condition data of severity and extents for each segment in the network. We advise our clients to consider calculating structural, environmental, and functional indices to better represent the project recommendation needs to address the deficiencies found on the pavement surface. These indices are then used to determine the best treatment for each segment based on the actual distresses on the pavement and not just a single calculated condition score. Additionally, a cost-benefit calculation is done for each segment in order to assist the City with project selection for their maintenance program.

Mott MacDonald has extensive experience in the design and construction supervision of roadway projects utilizing a variety of techniques, including cold in-place recycling, full depth reclamation, slurry seals, micro-surfacing, and thin-lift asphalt pavements, as well as preparing detailed, warranty-based specifications. This experience provides a great benefit in that our personnel fully understand the end result of how the field data will be utilized. This broad range of experience enables us to work closely with our clients, from planning through design and into the construction phase, providing us with a unique perspective. We understand how data, collected, and analyzed in a pavement management analysis, is utilized within and between various municipal government agencies. At Mott MacDonald, we are proud of this depth and range of pavement management knowledge and of our successful history of pavement management implementations.

6. Pavement management software implementation

Having performed the initial software configuration for the City's current AgileAssets Group software, Mott MacDonald is uniquely qualified help guide the City in this next evolution of its pavement management program. Our prior implementation experiences have led us to develop a structured software implementation process that consistently provides our clients with a stable, operable system upon delivery. Documentation of current business practices and future objectives during the previous discovery phase establishes the foundation of the software engineering configuration, including decision trees, deterioration models, treatment unit costs, and treatment improvement rules. Data to be retrieved from the City's existing system will also be identified, as well as the means of migrating it into the selected system. Mott MacDonald performs system testing and calibration to confirm the system setup produces the desired results, and together with City staff, performs acceptance testing prior to the system going live.

Mott MacDonald also routinely develops systems standard operating procedures or SOPs and training materials and provides City staff with the necessary training to operate the system to their level of comfort.

Lastly, the Mott MacDonald team can also provide ongoing engineering support for the City once the system is established, much as it currently does for government agencies nationwide.

Project management techniques, scheduling, and cost control strategies

Mott MacDonald employs an internal project management known as “STEP” to verify excellence and uniformity in project delivery. As part of the STEP process, the “DO” phase includes specific guidance for our project managers to Initiate, Plan, Execute, Control, and Close out projects upon completion, highlighted in Figure 6-2. These guidelines include internal software to manage projects from an implementable and budgetary standpoint, providing our project managers with the tools to perform periodic project evaluations to monitor that the project remains on track and within budget. These tools also help project managers with early identification of potential risks that could affect project execution and/or budget, so that these can be brought to the Client’s attention and acted upon accordingly to mitigate such risks.

Project managers use Mott MacDonald’s internal project management software, Connect Projects to review employee utilization projections, allowing management to coordinate ahead of time staff assignments for the project with the demands of other ongoing projects. Project managers also use Microsoft tools such as Planner and Projects to create a project board visible to the project team, where tasks can be assigned and updated. This visibility helps the project team as well as the Project Manager be aware of the project timeline development, approaching critical paths, and deliverables.

Mott MacDonald conducts periodic internal project meetings with the project team to confirm all project components are advancing per schedule, as well as virtual project meetings with the City to keep all parties informed with the latest project status and upcoming milestones.

Quality assurance and quality control measures

Safeguarding quality and technical excellence are paramount for ensuring the success of any project. Mott MacDonald fosters a culture of continuous improvement and learning within our project teams contributing to our technical excellence. The pursuit of excellence is not an isolated endeavor; it requires collaboration, innovation, and a commitment to delivering solutions that stand the test of time.

As part of the DO Directive in the STEP process (WIN-DO-LEARN), Mott MacDonald has adopted three elements to confirm our services meet or exceed predefined standards, enhance reliability, and deliver successful projects. These are:

- **Check and approval.** Confirm deliverables are technically correct, meet the scope of work and client’s expectations.
- **Project review process.** Enhance project value by focusing on performance and early issue identification, involving regular milestone reviews to enable successful outcomes.
- **Project technical leads.** The project technical leads work with the Project Manager steering technical innovation and problem solving within the project’s scope, cost, and time constraints, and confirming the technical excellence of the team’s output aligns with client and Mott MacDonald’s expectations.

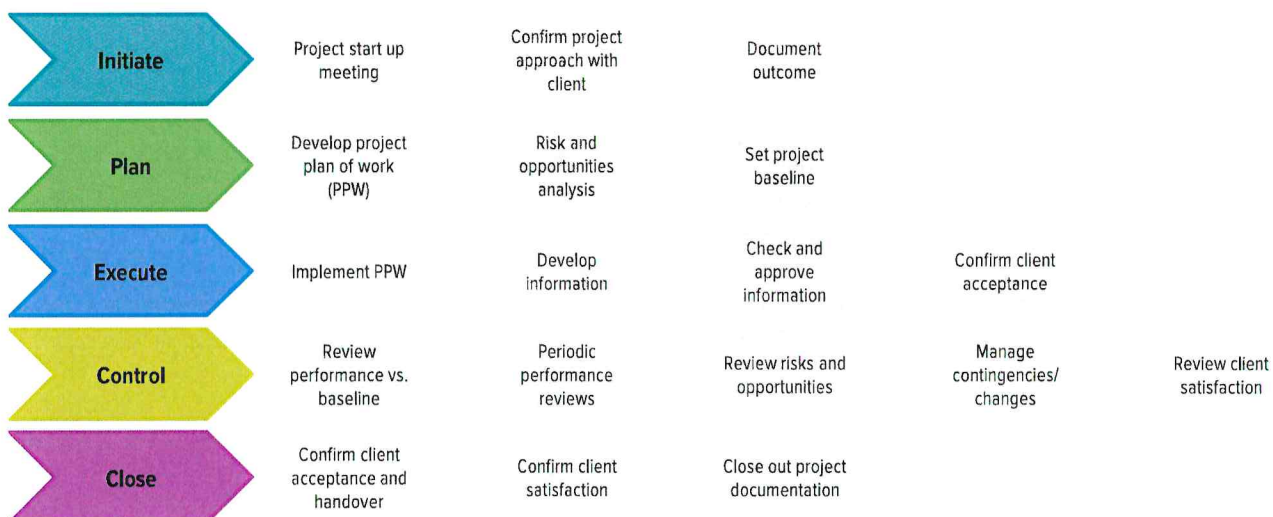


Figure 6-2. Mott MacDonald’s internal project management system and STEP process provide the framework for our team to deliver quality projects on schedule and budget.

7. Additional information

The effects of the continued growth of the Villages® development on the roadway inventory of the City of Wildwood cannot be overlooked.

Our team previously addressed these long-term by incorporating a set number of new, or anticipated, miles of asphalt during the network analysis. Just as important as accounting for new road inventory, is our understand of the City's warranty process on new road acceptance. The period of time between when the developer turns over a road for City ownership and when the City accepts the road for maintenance is a very important time in the life of pavement. The goal is to be able to apply a preservation treatment without jeopardizing the warranty. We understand this issue and will confirm that the analysis system takes this into consideration.

Through our collaboration with other local government agencies facing similar situations, Mott MacDonald has a keen understanding of work processes incorporating the use of GIS information into the Pavement Management System that can bring the agency added value. An example of this is adding warranty related fields to facilitate reporting that could trigger final inspection and acceptance processes before the roads are taken on by the City. These same fields can be used to exclude warranted roads from analysis so that they are not assigned funding while under warranty that could go to other necessities of the network.

8. MBE preference

Mott MacDonald is not a certified Minority Business Enterprise (MBE).

9. VBE preference

Mott MacDonald is not a certified Veterans Business Enterprise (MBE).

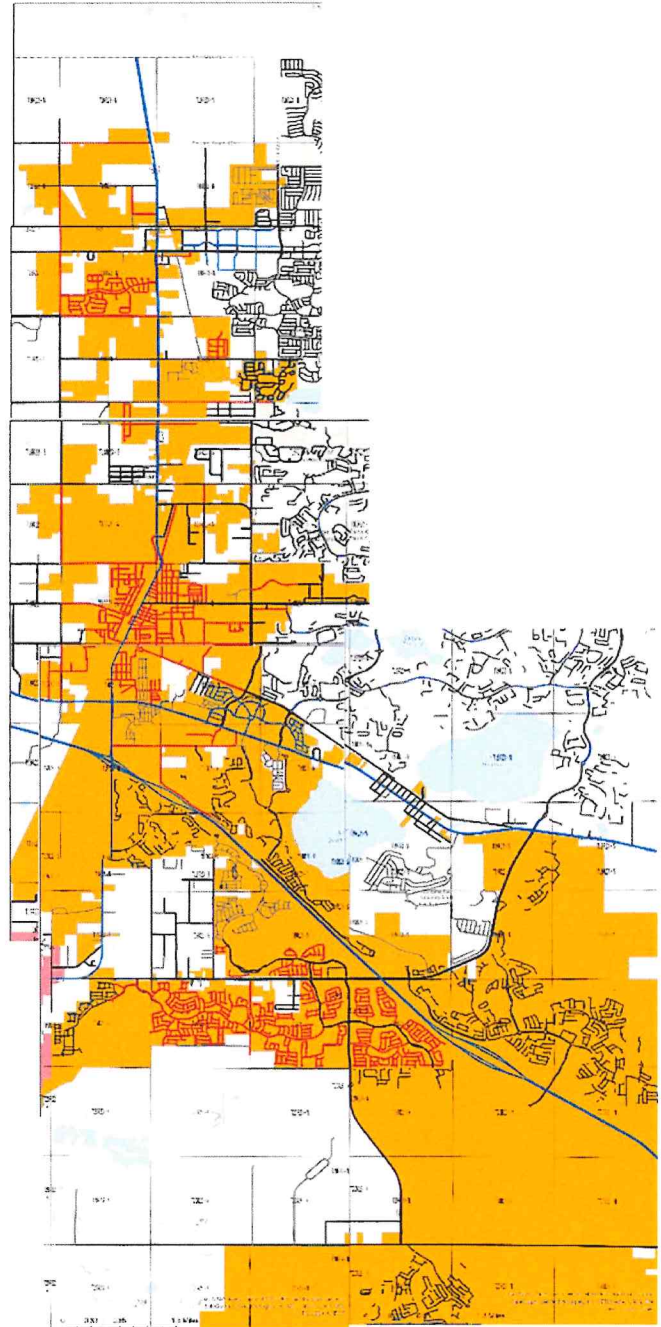


Figure 7 1. Wildwood City limits and surrounding Villages network

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Section C contents

Additional required documents

Form C1	Proposer's Certification
Form C2	Qualifications Form for City of Wildwood
Form C3	Statement of Terms & Conditions
Form C4	Hold Harmless Agreement
Form C5	Drug Free Workplace Certification (affidavit)
Form C6	Sworn Statement to Section 287.133(3)(a), Florida Statutes, on Public Entity Crimes Form (affidavit)
Form C7	Conflict of Interest Disclosure Form (affidavit)
Form C8	Prohibition Against Contracting with Scrutinized Companies
Form C9	E-Verify Affidavit
C10	Exceptions or Deviations
C11	Certificate of Insurance

[Submittal Attachment C1]

PROPOSER'S CERTIFICATION

Submit To: City of Wildwood 100 N Main Street Wildwood, FL 34785 352-330-1330 352-330-1338 (fax)		CITY OF WILDWOOD REQUEST FOR QUALIFICATION (RFQ) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: 08/01/2024		DUE TIME: 11:00 AM EST	
RFQ # 2024-19			
TITLE: Pavement Management Consultant Services			
VENDOR NAME: Mott MacDonald Florida, LLC		PHONE NUMBER: 984.255.0003	
VENDOR MAILING ADDRESS: 12802 Tampa Oaks Blvd, Suite 101, Temple Terrace		FAX NUMBER:	
CITY/STATE/ZIP: Tampa, FL 33637		E-MAIL ADDRESS: steve.varnedoe@mottmac.com	
"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFQ and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFQ requirements. I, the undersigned, declare that I have carefully examined the RFQ, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFQ with any other Offeror and have not colluded with any Offerors or parties to an RFQ whatsoever for any fraudulent purpose."			
<u>07/18/2024</u> Addendum #1 Addendum # Addendum # Addendum # Addendum #			
"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFQ for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFQ and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFQ, including but not limited to certification requirements. In conducting offers with an agency for CITY OF WILDWOOD, respondent agrees that if this RFQ is accepted, the respondent will convey, sell, assign, or transfer to the City of Wildwood all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the CITY. At the City of Wildwood discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."			
William S. Varndoe, PE, Senior Vice President Authorized Agent Name, Title (Print)		Authorized Signature Date	
<i>This form must be completed and returned with your Submittal</i>			

[Submittal Attachment C2]

QUALIFICATIONS FORM FOR CITY OF WILDWOOD



Name of Firm Submitting Qualifications Mott MacDonald Florida, LLC

Name of Person Submitting Qualifications William S. Varnedoe, PE

PROPOSER ACKNOWLEDGMENT

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFQ and Specifications for the work and comments hereto attached. The Vendor proposes and agrees, if this submission is accepted, to contract with the City of Wildwood to furnish all necessary materials, equipment, labor and services necessary to complete the work covered by the RFQ and Contract Documents for this Project. The Vendor agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."

William S. Varnedoe
Signature

7/30/2024
Date

2024-19
RFQ Number

[☒] Check if exception(s) or deviation(s) to Specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.

This document must be completed and returned with your Submittal.

Please see page C-10.

Statement of Terms and Conditions

PUBLIC ENTITY CRIME: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a qualifications/Bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit Qualifications/Bids on leases of real property to a public entity, may not be awarded or perform work as a Consultant, supplier, subconsultant, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

INDEMNIFICATION: Consultant shall indemnify and hold harmless the City, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the contract.

PROHIBITION OF LOBBYING: During the blackout period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposals, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the City awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the City, or any City employee other than Robert Schoepe, Procurement Specialist via email to rschoepe@wildwood-fl.gov or faxed to (352) 330-1338 Attention: Robert Schoepe. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposals (RFQ) or Invitation to Bid (BID) must be submitted in writing to the City's Financial Services Manager.

ANTI TRUST LAWS: By submission of a signed RFQ or BID, the successful Vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the City's at the time of the RFQ or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFQ/BID Contract Documents. Any inquiry or request for interpretation received by Robert Schoepe, Procurement Specialist via email to rschoepe@wildwood-fl.gov or faxed to (352) 330-1338 Attention: Robert Schoepe before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposals/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFQ/BID opening date. Each Vendor shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFQ/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFQ's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFQ/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFQ's/BID's received. The City and/or his CONSULTANT do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposals/Bid Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFQ's/BID's, will be available for public inspection ten days after opening of the RFQ's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. All RFQ's/BID's submitted in response to this solicitation become the property of the City. Unless information submitted is proprietary, copy written, trademarked, or patented, the City reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFQ/BID, in its best interest.

TAXES: The City of Wildwood is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFQ/BID, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposals in connection with the work for which their RFQ/BID has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFQ/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFQ/BID price or the RFQ/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the City's to vendors is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFQ/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the City. Reference to literature submitted with a previous RFQ/BID will not relieve the Bidder from including any required documents with this RFQ/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFQ/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the CONSULTANT will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The City of Wildwood will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

THE CITY OF WILDWOOD, is a political subdivision of the State of Florida, and reserves the right to cancel this RFQ and to reject any and/or all submittals, reserve the right to waive any and all informalities or irregularities, to re-advertise with either the identical or revised specifications, and reserve the right to award contracts and/or in the best interest of the City. Submittals not meeting stated minimum terms and qualifications may be rejected by the City as non-responsive. The City reserves the right to reject any or all submittals without cause. The City reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the City, or who has failed to perform faithfully any previous contract with the City's or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFQ/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Verizon time is hereby established as the Official Time of the City's.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFQ/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as" must appear beneath such signature.

In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFQ/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFQ/BID must be submitted. The Proposer/Bidder shall state in the RFQ/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFQ/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFQ/BID FORM. In the event that there is a discrepancy on the RFQ/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFQ/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFQ identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFQ/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the City's intent to select a vendor within sixty (60) calendar days of the deadline for receipt of Proposals/Bids. However, Proposals/Bids must be firm and valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFQ/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the City may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The City reserves the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The City shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFQ/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the City's representative. All work will proceed in a timely manner without delays. The Consultant shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):

The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract - services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the vendor's approval - without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the City Clerks Office. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc.). Proposers/Bidders are required to use the official RFQ/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFQ/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposals/bid. RFQ/BID FORM documents for this project are free of charge and are available on-line and are downloadable.

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFQ/BID specification for any item(s). If RFQ's/BID's are based on equivalent products, indicate on the RFQ/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFQ/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFQ's/BID's which do not comply with these requirements are subject to rejection. RFQ's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFQ/BID FORM. The City is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the City unless evidenced by a Change Notice issued and signed by the City, or designated representative.

QUANTITIES: The quantities as specified in this RFQ/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFQ/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the City within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information in the original City format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:


(Signature and Date)

07/30/2024

*This document must be completed and returned
with your Submittal*

[Submittal Attachment C4]

HOLD HARMLESS AGREEMENT

Consultant shall indemnify and hold harmless the City, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the contract.

The Consultant shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Consultant shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the City representative requesting the service.

By signature upon this form the Consultant stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

Mott MacDonald Florida, LLC - William S. Varnedoe, PE

Consultant-Print Name



Signature

Pavement Management Consultant Services

Project Name

07/30/2024

Date

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

This document must be completed and returned with your Submittal

[Submittal Attachment C5]

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

William S. Varnedoe, PE

(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFQ or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFQ or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".

William S. Varnedoe
Authorized Signature
7/30/24
Date Signed

State of: North Carolina

County of: Wake

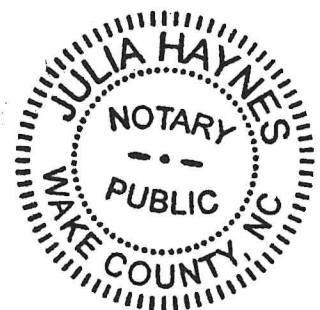
Sworn to and subscribed before me this 30 day of July, 2024

Personally known X or Produced Identification _____
(Specify Type of Identification)

Julia Haynes
Signature of Notary

My Commission Expires 1/18/2028

(seal)



This document must be completed and returned with your Submittal

[Submittal Attachment C6]

**SWORN STATEMENT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Wildwood
By William S. Varnedoe, PE, Senior Vice President

{print individual's name and title}

for Mott MacDonald Florida, LLC

{print name of entity submitting sworn statement}

whose business address is 220 West Garden Street, Suite 700, Pensacola, FL 32502

and (if applicable) its Federal Employer Identification Number (FEIN) is 59-1294824 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: N/A.)

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a “person” as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **{indicate which statement applies.}**

☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **{attach a copy of the final order}**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

William Varnedoe

{signature}

7/30/2024

{date}

State of North Carolina

County of Wake

PERSONALLY APPEARED BEFORE ME, the undersigned authority, William Varnedoe who after first being sworn by me, affixed his/her signature in the space provided above on this 30 day of July, 2024

Attest: [Signature]

Notary Public

My commission expires: 11/18/2028

(Notary Seal)

This document must be completed and returned with your Proposal.



[Submittal Attachment C7]

Conflict of Interest Disclosure Form

I HEREBY CERTIFY that

2. I (*printed name*) William S. Varnedoe am the
(*title*) Senior Vice President and the duly authorized representative of the firm of (*Firm Name*)
Mott MacDonald Florida, LLC whose address is
220 West Garden Street, Suite 700, Pensacola, FL 32502
, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I
am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,

3. This bid qualification is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid qualification for the same services, and is in all respects fair and without collusion or fraud.

EXCEPTIONS (List)

Signature: 

Printed Name: William S. Varnedoe, PE

Firm Name: Mott MacDonald Florida, LLC

Date: 7/30/2024

State of North Carolina

County of Wake

Sworn to and subscribed before me this 30 day of July 2024

Personally Known X
OR Produced Identification _____, Type of Identification _____

My Commission Expires 1/18/2028


Julia Haynes
(Printed, typed or stamped commissioned name of notary)



THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR QUALIFICATIONS PACKAGE

[Submittal Attachment C8]

Prohibition Against Contracting with Scrutinized Companies

[PURSUANT TO FLORIDA STATUTE § 287.135]

I, William S. Varnedoe, on behalf of Mott MacDonald Florida, LLC,
Print Name Company Name

certify that Mott MacDonald Florida, LLC does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Cuba or Syria.


Signature

This document must be completed and returned with your Proposal.

[Submittal Attachment C9]

E-Verify Affidavit

Florida Statute 448.095 directs all public employers, including municipal governments, to verify the employment eligibility of all new public employees through the U.S. Department of Homeland Security's E-Verify System, and further provides that a public employer may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

Florida Statute 448.095 further provides that if a contractor enters into a contract with a subcontractor, the subcontractor must provide the contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.

In accordance with Florida Statute 448.095, all contractors doing business with the City of Wildwood are required to verify employee eligibility using the E-Verify system for all existing and new employees hired by the contractor during the contract term. Further, the contractor must also require and maintain the statutorily required affidavit of its subcontractors. It is the responsibility of the awarded vendor to ensure compliance with E-Verify requirements (as applicable). To enroll in E-Verify, employers should visit the E-Verify website (<https://www.e-verify.gov/employers/enrolling-in-e-verify>) and follow the instructions. The contractor must, as usual, retain the I-9 Forms for inspection.

By affixing your signature below you hereby affirm that you will comply with E-Verify requirements.

Mott MacDonald Florida, LLC

Company Name

William S. Varnedoe

Offeror Signature

7/30/24
Date

William S. Varnedoe, PE

Print Name

Senior Vice President

Title

59-1294824

Federal Employer Identification Number (FEIN)

Notary Public Information

Sworn to and subscribed before me on this this 30 day of July, 2024.

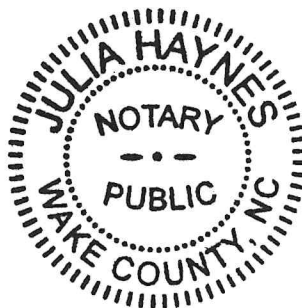
By William S. VARNEDOE

☒ Is personally known to me

☐ Has produced identification (type of identification produced: _____)

[Signature]
Signature of Notary Public

Print or Stamp of Notary Public



11/18/2028
Expiration Date

Exceptions or deviations

Mott MacDonald Florida, LLC respectfully takes the following exceptions as detailed below:

- Additional insureds need to be named on the Professional Liability insurance, which cannot be provided due to the nature of the policy, which is standard in our industry.
- The insurance requirements include a general waiver of subrogation, but this should exclude the Professional Liability coverage due to our corporate protocol programs and market practice.
- The insurance terms, as drafted, can be unilaterally modified, but should remain static unless upon mutual agreement, which is fair, reasonable and industry standard so we can know the limits and terms required at the outset.
- There is a provision requiring potential disclosure of insurance policies, but this ought be excluded (or limited to broker-to-broker conversations upon request) due to the highly sensitive nature of information contained therein.
- There is a right of Wildwood to require we reduce/eliminate our deductible, but that is not possible given our insurance contracts, which is industry standard.
- There is a provision regarding Verification of Time. Exception is taken only to the extent of clarity because it refers to Verizon time, which we are unsure of the reference, and Official Time is used as if a defined term but the definition is not seen.



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
07/30/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of New Jersey, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 E-MAIL ADDRESS: certificates@wtwco.com FAX (A/C, No): 1-888-467-2378																					
INSURED Mott MacDonald Florida, LLC 111 Wood Avenue South Iselin, NJ 08830	<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A:</td><td>Fireman's Fund Insurance Company</td><td>21873</td></tr><tr><td>INSURER B:</td><td>American Automobile Insurance Company</td><td>21849</td></tr><tr><td>INSURER C:</td><td>Travelers Property Casualty Company of Ame</td><td>25674</td></tr><tr><td>INSURER D:</td><td>National Surety Corporation</td><td>21881</td></tr><tr><td>INSURER E:</td><td>Lloyd's Syndicate 1886</td><td>C5136</td></tr><tr><td colspan="2">INSURER F:</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Fireman's Fund Insurance Company	21873	INSURER B:	American Automobile Insurance Company	21849	INSURER C:	Travelers Property Casualty Company of Ame	25674	INSURER D:	National Surety Corporation	21881	INSURER E:	Lloyd's Syndicate 1886	C5136	INSURER F:		
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INSURER F:																						

COVERAGES

CERTIFICATE NUMBER: W34368834

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y	USC016868240	06/30/2024	06/30/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY		SCV010281-24	06/30/2024	06/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll \$ 1000
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	Y	CUP-0S634559-24-NF	06/30/2024	06/30/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
D	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No N/A	SCW029187-24	06/30/2024	06/30/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Professional Liability		OCP24038078A	07/01/2024	06/30/2025	Per Claim: \$2,000,000 Per Aggregate: \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CITY OF WILDWOOD is included as an Additional Insured as respects to General Liability and Umbrella/Excess Liability as per written contract or agreement.

CERTIFICATE HOLDER**CANCELLATION**

For Your Information	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: Huey Street Improvements Project Payment Application 3 in the Amount of \$122,751.32

REQUESTED ACTION: Staff recommends approval

CONTRACT: Vendor/Entity:
Effective Date: Termination Date:
Managing Division/Department:

BUDGET IMPACT: Funding for the project has been allocated in account 301-541-60-6308

HISTORY/FACTS/ISSUES:

The Huey Street Improvements Project was approved by the Commission and awarded to Art Walker Construction Inc. on May 20, 2024. Art Walker is requesting Payment Application 3 in the amount of \$122,751.32 for site work performed from August 1 through August 31, 2024. The project is approximately 33% completed. Kimley Horn staff reviewed Payment Application 3 and recommended approval.

SECTION 00620

Contractor's Application for Payment No.

3

Application Period: 8/1/24-8/31/24	Application Date: 8/31/2024
To (Owner): City of Wildwood	From (Contractor): Art Walker Construction, Inc.
Project: Huey Street Improvements	Via (Engineer): Kimley Horn
Owner's Contract No.:	Contractor's Project No.: 12734
	Engineer's Project No.:

Application For Payment
Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....		\$	\$2,412,015.51
Number	Additions	Deductions	2. Net change by Change Orders.....		\$	\$11,892.54
1	\$38,179.65		3. Current Contract Price (Line 1 ± 2).....		\$	\$2,423,908.05
2		-\$31,683.01	4. TOTAL COMPLETED AND STORED TO DATE			
3	\$5,395.90		(Column F on Progress Estimate).....		\$	\$791,289.51
			5. RETAINAGE:			
			a. 5% X \$791,289.51 Work Completed.....	\$	\$39,564.48	
			b. X Stored Material.....	\$		
			c. Total Retainage (Line 5a + Line 5b).....	\$	\$39,564.48	
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....		\$	\$751,725.03
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....		\$	\$628,973.71
			8. AMOUNT DUE THIS APPLICATION.....		\$	\$122,751.32
			9. BALANCE TO FINISH, PLUS RETAINAGE			
			(Column G on Progress Estimate + Line 5 above).....		\$	\$1,672,183.01
TOTALS	\$43,575.55	-\$31,683.01				
NET CHANGE BY CHANGE ORDERS	\$11,892.54					

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:



Date:

9/5/2024

Payment of: \$ 122,751.32
(Line 8 or other - attach explanation of the other amount)

is recommended by: Mario Petrola, P.E. 09/10/2024
Kimley Horn (Date)

Payment of: \$
(Line 8 or other - attach explanation of the other amount)

is approved by: City of Wildwood (Date)

Approved by: Funding Agency (if applicable) (Date)



- ☒ NO EXCEPTIONS TAKEN
- ☒ CORRECTIONS NOTED
- ☒ REJECTED
- ☒ VERIFY & MAKE CORRECTIONS
- ☒ RESUBMIT
- ☒ FOR INFORMATION ONLY

Our limited review is only for conformance with the design concept of the project and general compliance with the information given in our Plans and Specifications. Contractor is responsible for dimensions to be confirmed and correlated at the job site, information that pertains to the fabrication processes or to techniques of construction, quantities, safety, coordination with other work, and for conformance to the requirements of the plans and specifications. Review does not authorize changes to contract unless stated specifically in separate letter or change order.

Page 702 of 751

Reviewed By: MARIO PETROLA, P.E. Date: 9/10/24

Endorsed by the Construction Specifications Institute.

Progress Estimate - Unit-Price Work

Contractor's Application

For (Contract): Huey Street Improvements										Application No.: 3					
Application Period: August 1, 2024 through August 31, 2024										Application Date: 8/31/2024					
A					B		C				D	E	F	G	H
Item		Bid Item Quantity	Bid Item Unit	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed Previous Period		Estimated Quantity Installed This Period		Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)	
Bid Item No.	Description					Quantity	Amount	Quantity	Amount						
1	Mobilization	1.00	LS	\$ 156,159.20	\$ 156,159.20	0.40	\$ 62,463.68	0.10	\$ 15,615.92	\$78,079.60		\$78,079.60	50.0%	\$78,079.60	
2	Maintenance of Traffic	1.00	LS	\$ 113,996.02	\$ 113,996.02	0.40	\$ 45,598.41	0.10	\$ 11,399.60	\$56,998.01		\$56,998.01	50.0%	\$56,998.01	
3	Performance Bond	1.00	LS	\$ 19,720.00	\$ 19,720.00	1.00	\$ 19,720.00		\$ -	\$19,720.00		\$19,720.00	100.0%		
4	Full Depth Reclamation (pulverization) (11.5" avg depth)	10575.00	SY	\$ 23.20	\$ 245,340.00		\$ -		\$ -					\$245,340.00	
5	Portland Cement	71.10	TN	\$ 261.00	\$ 18,557.10		\$ -		\$ -					\$18,557.10	
6	Asphalt Emulsion (ccs-1h)	13858.00	GA	\$ 3.20	\$ 44,345.60		\$ -		\$ -					\$44,345.60	
7	As-Built Plans and Construction Layout Survey	1.00	LS	\$ 34,336.00	\$ 34,336.00	0.30	\$ 17,168.00	0.15	\$ 5,150.40	\$22,318.40		\$22,318.40	65.0%	\$12,017.60	
8	Pollution Prevention and Control	1.00	LS	\$ 9,280.00	\$ 9,280.00	0.40	\$ 3,712.00	0.10	\$ 928.00	\$4,640.00		\$4,640.00	50.0%	\$4,640.00	
9	100% Gopher Tortoise Survey	1.00	LS	\$ 2,900.00	\$ 2,900.00	1.00	\$ 2,900.00		\$ -	\$2,900.00		\$2,900.00	100.0%		
10	Gopher Tortoise Relocations and Associated Permitting (if required)	3.00	EA	\$ 9,280.00	\$ 27,840.00		\$ -		\$ -					\$27,840.00	
11	Sediment Barrier (standard)	8340.00	LF	\$ 2.30	\$ 19,182.00	8000.00	\$ 18,400.00		\$ -	\$18,400.00		\$18,400.00	95.9%	\$782.00	
12	Inlet Protection System	16.00	EA	\$ 145.00	\$ 2,320.00	5.00	\$ 725.00		\$ -	\$725.00		\$725.00	31.3%	\$1,595.00	
13	Clearing and Grubbing	5.55	AC	\$ 4,872.00	\$ 27,039.60		\$ -	5.55	\$ 27,039.60	\$27,039.60		\$27,039.60	100.0%		
14	Excavation, Regular	10087.00	CY	\$ 27.30	\$ 275,375.10	6052.00	\$ 165,219.60		\$ -	\$165,219.60		\$165,219.60	60.0%	\$110,155.50	
15	Embankment, Regular	188.00	CY	\$ 12.35	\$ 2,321.80		\$ -		\$ -					\$2,321.80	
16	Optional Base, Base Group 04	230.00	SY	\$ 94.55	\$ 21,746.50		\$ -		\$ -					\$21,746.50	
17	Optional Base, Base Group 09	650.00	SY	\$ 83.55	\$ 54,307.50		\$ -		\$ -					\$54,307.50	
18	Milling Existing Asphalt Pavement, 3" Avg Depth	1120.00	SY	\$ 9.75	\$ 10,920.00		\$ -		\$ -					\$10,920.00	
19	Superpave Asphaltic Concrete, Traffic C, PG76-33, (SP 9.5) (1")	692.85	TN	\$ 208.60	\$ 144,527.92		\$ -		\$ -					\$144,527.92	
20	Superpave Asphaltic Concrete, Traffic C, PG76-22 (SP 12.5) (1.5")	953.60	TN	\$ 189.50	\$ 180,707.39		\$ -		\$ -					\$180,707.39	
21	Superpave Asphaltic Concrete, Traffic C, PG76-22 (SP 12.5) (2")	114.23	TN	\$ 207.85	\$ 23,741.94		\$ -		\$ -					\$23,741.94	
22	Inlets (DT BOT) Type C <10'	11.00	EA	\$ 9,230.00	\$ 101,530.00		\$ -	2.00	\$ 18,460.00	\$18,460.00		\$18,460.00	18.2%	\$83,070.00	
23	Manholes (P-7) (<10')	2.00	EA	\$ 10,470.00	\$ 20,940.00		\$ -		\$ -					\$20,940.00	
24	Replace Grate	1.00	EA	\$ 3,105.00	\$ 3,105.00		\$ -		\$ -					\$3,105.00	
25	Pipe Culvert, Round, 12" RCP	87.00	LF	\$ 99.00	\$ 8,613.00		\$ -		\$ -					\$8,613.00	
26	Pipe Culvert, Round, 12" RCP	121.00	LF	\$ 99.00	\$ 11,979.00		\$ -		\$ -					\$11,979.00	
27	Pipe Culvert, Round, 18" RCP	902.00	LF	\$ 117.50	\$ 105,985.00		\$ -	113.00	\$ 13,277.50	\$13,277.50		\$13,277.50	12.5%	\$92,707.50	
28	Pipe Culvert, Round, 24" RCP	802.00	LF	\$ 137.25	\$ 110,074.50		\$ -		\$ -					\$110,074.50	
29	Mitered End Section (optional round) (12")	3.00	EA	\$ 2,245.00	\$ 6,735.00		\$ -		\$ -					\$6,735.00	
30	Mitered End Section (optional round) (18")	2.00	EA	\$ 2,770.00	\$ 5,540.00		\$ -	0.50	\$ 1,385.00	\$1,385.00		\$1,385.00	25.0%	\$4,155.00	
31	Concrete Sidewalk and Driveways, 4" Thick	250.00	SY	\$ 110.75	\$ 27,687.50		\$ -		\$ -					\$27,687.50	
32	Concrete Sidewalk and Driveways, 6" Thick	55.00	SY	\$ 191.50	\$ 10,532.50		\$ -		\$ -					\$10,532.50	
33	Detectable Warnings	100.00	SF	\$ 40.60	\$ 4,060.00		\$ -		\$ -					\$4,060.00	
34	Riprap, Rubble, F&I, 10'x10' Pad Around Pond Outfall Structure	1.00	LS	\$ 3,700.00	\$ 3,700.00		\$ -		\$ -					\$3,700.00	
35	Fencing, Type B, Standard (5.1'-6.0')	837.00	LF	\$ 36.00	\$ 30,132.00		\$ -		\$ -					\$30,132.00	
36	Fence Gate, Type B, Single, 12.1-18.0' Opening	1.00	EA	\$ 2,900.00	\$ 2,900.00		\$ -		\$ -					\$2,900.00	
37	Performance Turf, Sod	8890.00	SY	\$ 4.75	\$ 42,227.50	335.00	\$ 1,591.25		\$ -	\$1,591.25		\$1,591.25	3.8%	\$40,636.25	
38	Single Post Sign, F&I Ground Mount, up to 12 SF	10.00	AS	\$ 585.00	\$ 5,850.00		\$ -		\$ -					\$5,850.00	
39	Single Post Sign, Relocate	5.00	AS	\$ 175.00	\$ 875.00		\$ -		\$ -					\$875.00	
40	Sign Panel, Furnish & Install Ground Mount, up to 12 SF	6.00	EA	\$ 235.00	\$ 1,410.00		\$ -		\$ -					\$1,410.00	
41	Raised Pavement Marker, Type B (Y/Y)	96.00	EA	\$ 5.80	\$ 556.80		\$ -		\$ -					\$556.80	
42	Painted Pavement Markings - Final Surface	1.00	LS	\$ 52,200.00	\$ 52,200.00		\$ -		\$ -					\$52,200.00	
43	Thermoplastic, Standard, White, Solid, 12" for Crosswalks and Roundabout	672.00	LF	\$ 5.80	\$ 3,897.60		\$ -		\$ -					\$3,897.60	
44	Thermoplastic, Standard, White, Solid, 24" for Stop Line	120.00	LF	\$ 11.60	\$ 1,392.00		\$ -		\$ -					\$1,392.00	
45	Thermoplastic, Standard, White, Message or Symbol	4.00	EA	\$ 290.00	\$ 1,160.00		\$ -		\$ -					\$1,160.00	
46	Thermoplastic, Preformed, White, Solid, 24" for Crosswalk	224.00	LF	\$ 17.40	\$ 3,897.60		\$ -		\$ -					\$3,897.60	
47	Thermoplastic, Standard-Other Surfaces, White, Solid, 6"	1,330	GM	\$ 7,656.00	\$ 10,182.48		\$ -		\$ -					\$10,182.48	
48	Thermoplastic, Standard-Other Surfaces, Yellow, Solid 6"	1,342	GM	\$ 7,656.00	\$ 10,274.35		\$ -		\$ -					\$10,274.35	

SECTION 00620

Bid Item No.	Item Description	Bid Item Quantity	Bid Item Unit	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed Previous Period		Estimated Quantity Installed This Period		Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
						Quantity	Amount	Quantity	Amount					
49	Abandon Existing Water Main in Place (including excavatable fill)/Removal of Asbestos Cement Water Main	1.00	LS	\$ 67,570.00	\$ 67,570.00		\$ -		\$ -					\$67,570.00
50	8" C-900 DR-18 PVC Water Main (includes fittings, restraints, appurtenances, etc.)	2550.00	LF	\$ 70.70	\$ 180,285.00	2550.00	\$ 180,285.00		\$ -	\$180,285.00		\$180,285.00	100.0%	
51	Single Water Service Connection	7.00	EA	\$ 3,455.00	\$ 24,185.00	6.00	\$ 20,730.00	1.00	\$ 3,455.00	\$24,185.00		\$24,185.00	100.0%	
52	Fire Hydrant Assembly	3.00	EA	\$ 9,105.00	\$ 27,315.00	3.00	\$ 27,315.00		\$ -	\$27,315.00		\$27,315.00	100.0%	
53	Reconnect to Existing Hydrant	1.00	EA	\$ 2,815.00	\$ 2,815.00		\$ -		\$ -					\$2,815.00
54	Adjust Manhole to Finished Ground	1.00	EA	\$ 1,740.00	\$ 1,740.00		\$ -		\$ -					\$1,740.00
55	Composite Waterproof Manhole Ring and Cover with Inflow Protection	2.00	EA	\$ 270.00	\$ 540.00		\$ -		\$ -					\$540.00
56	Adjust Cleanout to Finished Ground	1.00	EA	\$ 290.00	\$ 290.00		\$ -		\$ -					\$290.00
57	8"X8" Tapping Sleeve and Valve	1.00	EA	\$ 7,665.00	\$ 7,665.00		\$ -	1.00	\$ 7,665.00	\$7,665.00		\$7,665.00	100.0%	
58	8" Gate Valve	8.00	EA	\$ 2,770.00	\$ 22,160.00	8.00	\$ 22,160.00		\$ -	\$22,160.00		\$22,160.00	100.0%	
59	8" Restrained Plug	2.00	EA	\$ 330.00	\$ 660.00	2.00	\$ 660.00		\$ -	\$660.00		\$660.00	100.0%	
60	8" Cap	2.00	EA	\$ 360.00	\$ 720.00		\$ -	2.00	\$ 720.00	\$720.00		\$720.00	100.0%	
61	Air Release Valve	2.00	EA	\$ 4,490.00	\$ 8,980.00	2.00	\$ 8,980.00		\$ -	\$8,980.00		\$8,980.00	100.0%	
62	8" Linestop	1.00	EA	\$ 15,200.00	\$ 15,200.00	1.00	\$ 15,200.00		\$ -	\$15,200.00		\$15,200.00	100.0%	
63	8" Cap with 2" Threaded Plug	1.00	EA	\$ 455.00	\$ 455.00	1.00	\$ 455.00		\$ -	\$455.00		\$455.00	100.0%	
64	Cut and Connect to Existing Water Main (including all required fittings, sleeves, temporary linestop and jumper connections)	3.00	EA	\$ 6,240.00	\$ 18,720.00		\$ -	3.00	\$ 18,720.00	\$18,720.00		\$18,720.00	100.0%	
65	Bacteriological Testing	1.00	LS	\$ 4,700.00	\$ 4,700.00	1.00	\$ 4,700.00		\$ -	\$4,700.00		\$4,700.00	100.0%	
66	Material Testing	1.00	LS	\$ 5,915.00	\$ 5,915.00	1.00	\$ 5,915.00		\$ -	\$5,915.00		\$5,915.00	100.0%	
	Change Order No. 1													
31	Concrete Sidewalk and Driveways 4" Thick	-84.00	SY	\$ 110.75	\$ (9,303.00)	-84.00	\$ (9,303.00)		\$ -	-\$9,303.00		-\$9,303.00	100.0%	
37	Performance Turf Sod	-335.00	SY	\$ 4.75	\$ (1,591.25)	-335.00	\$ (1,591.25)		\$ -	-\$1,591.25		-\$1,591.25	100.0%	
50	8" C-900 DR-18 PVC Water Main (includes fittings, restraints, appurtenances, etc.)	-1073.00	LF	\$ 70.70	\$ (75,861.10)	-1073.00	\$ (75,861.10)		\$ -	-\$75,861.10		-\$75,861.10	100.0%	
58	8" Gate Valve	3.00	EA	\$ 2,770.00	\$ 8,310.00	3.00	\$ 8,310.00		\$ -	\$8,310.00		\$8,310.00	100.0%	
61	Air Release Valve	2.00	EA	\$ 4,490.00	\$ 8,980.00	2.00	\$ 8,980.00		\$ -	\$8,980.00		\$8,980.00	100.0%	
62	8" Linestop	-1.00	EA	\$ 15,200.00	\$ (15,200.00)	-1.00	\$ (15,200.00)		\$ -	-\$15,200.00		-\$15,200.00	100.0%	
CO 1	8" C-900 DR-18 PVC HDD	747.00	LF	\$ 135.00	\$ 100,845.00	747.00	\$ 100,845.00		\$ -	\$100,845.00		\$100,845.00	100.0%	
CO 1	18" Drainage RCP Removal	400.00	LF	\$ 55.00	\$ 22,000.00	400.00	\$ 22,000.00		\$ -	\$22,000.00		\$22,000.00	100.0%	
	Change Order No. 2													
11	Sediment Barrier (standard)	-90.00	LF	\$ 2.30	\$ (207.00)		\$ -		\$ -					-\$207.00
12	Inlet Protection System	-2.00	EA	\$ 145.00	\$ (290.00)		\$ -		\$ -					-\$290.00
14	Excavation, Regular	-187.00	CY	\$ 27.30	\$ (5,105.10)		\$ -		\$ -					-\$5,105.10
15	Embankment, Regular	-24.00	CY	\$ 12.35	\$ (296.40)		\$ -		\$ -					-\$296.40
25	Pipe Culvert, Round, 12" RCP	-87.00	LF	\$ 99.00	\$ (8,613.00)		\$ -		\$ -					-\$8,613.00
26	Pipe Culvert, Round, 12" RCP	-121.00	LF	\$ 99.00	\$ (11,979.00)		\$ -		\$ -					-\$11,979.00
27	Pipe Culvert, Round, 18" RCP	795.00	LF	\$ 117.50	\$ 93,412.50		\$ -		\$ -					\$93,412.50
28	Pipe Culvert, Round, 24" RCP	-802.00	LF	\$ 137.25	\$ (110,074.50)		\$ -		\$ -					-\$110,074.50
29	Mitered End Section (optional round) (12")	-3.00	EA	\$ 2,245.00	\$ (6,735.00)		\$ -		\$ -					-\$6,735.00
	Pipe Culvert, Elliptical, 15" ERCP	122.00	LF	\$ 110.00	\$ 13,420.00		\$ -		\$ -					\$13,420.00
	Mitered End Section (optional elliptical) (15")	2.00	LF	\$ 2,400.00	\$ 4,800.00		\$ -		\$ -					\$4,800.00
	Bid Quantity Reconciliation (items 19-21)	1.00	LS	\$ (15.51)	\$ (15.51)		\$ -		\$ -					-\$15.51
	Change Order No. 3													
CO3	8" C-900 DR-18 PVC HDD	63.00	LF	\$ 135.00	\$ 8,505.00		\$ -	63.00	\$ 8,505.00	\$8,505.00		\$8,505.00	100.0%	
50	8" C-900 DR-18 Water Main (includes fittings, restraints, appurtenances, etc.)	-63.00	LF	\$ 70.70	\$ (4,454.10)		\$ -	-63.00	\$ (4,454.10)	-\$4,454.10		-\$4,454.10	100.0%	
58	8" Gate Valve	1.00	EA	\$ 2,770.00	\$ 2,770.00		\$ -	1.00	\$ 2,770.00	\$2,770.00		\$2,770.00	100.0%	
57	8"X8" Tapping Sleeve and Valve	-1.00	LS	\$ 7,665.00	\$ (7,665.00)		\$ -	-1.00	\$ (7,665.00)	-\$7,665.00		-\$7,665.00	100.0%	
64	Cut and Connect to Existing Water Main (includes all required fittings, sleeves, temporary linestop and jumper connections)	1.00	LS	\$ 6,240.00	\$ 6,240.00		\$ -	1.00	\$ 6,240.00	\$6,240.00		\$6,240.00	100.0%	
	Totals				\$2,423,908.05		\$662,077.59		\$129,211.92	\$791,289.51		\$791,289.51	32.6%	\$1,632,618.53

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: **Kimley-Horn Work Authorization #12 for Bidding and Construction Services for the Oak Grove Drainage Improvements Project in the Amount of \$50,000**

REQUESTED ACTION: Staff recommends approval.

CONTRACT:

Effective Date:	Vendor/Entity:
Termination Date:	
Managing Division/Department:	

BUDGET IMPACT: Funding for the project has been allocated to account 301-541-60-6303

HISTORY/FACTS/ISSUES:

The Oak Grove Drainage Improvements Project is included in the City's CIP. The project design and permitting were completed by Kimley Horn and Associates Inc. (KH). The attached proposal was requested from KH to provide bidding and construction services for the project. The associated fees are outlined below for a total of \$50,000:

Task 1 – Bid Documents Preparation and Administration - \$5,000

Task 2 – Construction Phase Services (CPS) – Hourly, not to exceed \$45,000

WORK AUTHORIZATION NUMBER 12

Describing a specific agreement between Kimley-Horn and Associates, Inc. (“the Engineer” or “Kimley-Horn”) and the City of Wildwood (“the Client” or “the City”) in accordance with the terms of the Master Agreement for Continuing Professional Services for RFQ 2023-07 dated May 7, 2023, which is incorporated herein by reference.

Identification of Project:

Project: Oak Grove Bid Administration and Construction Phase Services (CPS)

Client: City of Wildwood

Project Manager: Mohammed Murad, PE

General Category of Services:

The purpose of this Work Authorization is to describe the scope of work and the responsibilities of the Engineer and the City for the Oak Grove Bid Administration and Construction Phase Services (CPS) (the “Project”). This design and permitting for this project are completed. Following is the project understanding and purpose:

1. The City desires to begin the project competitive bidding process by construction contractor.
2. Following the bidding process, the performance of the construction phase services as described below will begin.

With the above in mind, our specific scope of services is provided below.

Specific Scope of Basic Services:

Task 1 – Bid Document Preparation and Administration

- A. The Engineer will prepare the Project for competitive bidding by construction contractors. The Engineer will prepare and assemble construction bidding documents, including specifications for the subject work and the construction contract, based on “Standard General Conditions of the Construction Contract” (EJCDC No. C-700, 2018 edition) prepared by the Joint Contract Documents Committee.
- B. The Engineer will coordinate with City staff to issue bid packages for the submittal of quotations to perform the work and conduct one pre-bid meeting with potential bidders.
- C. The Engineer will tabulate the bids received and evaluate the compliance of the bids received with the bidding documents.
- D. The Engineer will prepare a written summary of this tabulation and evaluation and recommend a bidder to the City.

Task 2 – Construction Phase Services (CPS)

Consultant will provide the following construction phase services as needed and stated below:

- A. Site Visits and Construction Observation. Kimley-Horn will make up to 12 site visits during

construction to observe the progress of the work. Observations will not be exhaustive or extend to every aspect of Contractor's work, but will be limited to spot checking, and similar methods of general observation. Based on the site visits, Consultant will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Document and keep the City informed of the general progress of the work.

Consultant will not supervise, direct, or control Contractor's work, and will not have authority to stop the Work or responsibility for the means, methods, techniques, equipment choice and use, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for failure of Contractor to comply with laws. Consultant does not guarantee Contractor's performance and has no responsibility for Contractor's failure to perform in accordance with the Contract Documents.

- B. Construction Meetings. Consultant will attend up to three construction meetings on-site, at the City, or via teleconference.
- C. Recommendations with Respect to Defective Work. Consultant will recommend to City that Contractor's work be disapproved and rejected while it is in progress if Consultant believes that such work will not produce a completed Project that generally conforms to the Contract Documents.
- D. Clarifications and Interpretations. Consultant will respond to reasonable and appropriate Contractor requests for information made in accordance with the Contract Documents and issue necessary clarifications and interpretations. Any orders authorizing variations from the Contract Documents will be made only by the City. This task can include preparation of up to three plan revisions as necessary.
- E. Change Orders. Consultant may recommend Change Orders to the City and will review and make recommendations related to Change Orders submitted or proposed by the Contractor.
- F. Shop Drawings and Samples. Consultant will review and take appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for general conformance with the Contract Documents. Such review and action will not extend to means, methods, techniques, equipment choice and usage, schedules, or procedures of construction or to related safety programs. Any action in response to a shop drawing will not constitute a change in the Contract Documents, which can be changed only through the Change Orders.
- G. Substitutes and "or-equal/equivalent." Consultant will evaluate and determine the acceptability of substitute or "or-equal/equivalent" materials and equipment proposed by Contractor in accordance with the Contract Documents.
- H. Inspections and Tests. Consultant may require special inspections or tests of Contractor's work and may receive and review certificates of inspections within Consultant's area of responsibility. Consultant's review will be solely to determine that the results indicate compliance with the Contract Documents and will not be an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the Contract Documents. Consultant is entitled to rely on the results of such tests.
- I. Disputes between City and Contractor. Consultant will, if requested by City, render written decision on all claims of City and Contractor relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents. In rendering decisions, Consultant shall be fair and not show partiality to City or Contractor and shall not be liable in connection with

any decision.

- J. Applications for Payment. Based on its observations and on review of applications for payment and supporting documentation, Consultant will recommend amounts that Contractor be paid. Recommendations will be based on Consultant's knowledge, information and belief, and will state whether in Consultant's opinion Contractor's work has progressed to the point indicated, subject to any qualifications stated in the recommendation. Consultant's recommendations will not be a representation that its observations to check Contractor's work have been exhaustive, extended to every aspect of Contractor's work, or involved detailed inspections.
- K. Substantial Completion. When requested by Contractor and City, Consultant will conduct a site visit to determine if the Work is substantially complete. Work will be considered substantially complete following satisfactory completion of all items with the exception of those identified on a final punch list.
- L. Final Notice of Acceptability of the Work. Consultant will conduct a final site visit to determine if the completed Work of Contractor is generally in accordance with the Contract Documents and the final punch list so that Consultant may recommend final payment to Contractor.
- M. Construction Closeout. Consultant will prepare and submit final construction certifications to the City of Wildwood.

Additional Services if required:

Services requested that are not specifically included will be provided under a new and separate Work Order or can be performed on an hourly basis upon written authorization.

Schedule:

Kimley-Horn will perform the above scope of services as expeditiously as practicable to meet a mutually agreed upon schedule.

Method of Compensation:

Kimley-Horn will perform the services in Task 1 for the total lump sum labor fee below.

Task Description	Labor Fee
Task 1 – Bid Document Preparation and Administration	\$5,000.00
Task 2 – Construction Phase Services (CPS)	Hourly Not to Exceed \$45,000.00

Kimley-Horn will perform the services in Task 2 on a labor fee plus expense basis with the maximum labor fee.

Labor fee will be billed on an hourly basis according to our then-current rates. As to these tasks, direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses as to these tasks such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project may be billed hourly.

All permitting, application, and similar project fees will be paid directly by the City. Should the City request Kimley-Horn to advance any such project fees on the City's behalf, a separate invoice for such fees, with a fifteen percent (15%) markup, will be immediately issued to and paid by the City.

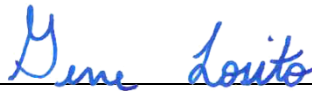
Fees will be invoiced monthly based on actual amount of service performed and expenses incurred. Payment will be due within 30 days of your receipt of the invoice.

ACCEPTED:

THE CITY OF WILDWOOD, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY: 
Gene B. Losito, P.E.

TITLE: _____

TITLE: Vice President

DATE: _____

DATE: August 15, 2024

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Developer's Agreement for Clayton Properties (Highland Homes) F/K/A Woodland Crossings - CR 229

REQUESTED ACTION: Staff recommends approval.

CONTRACT: Vendor/Entity:
Effective Date: Termination Date:
Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

The attached developer's agreement is between the City of Wildwood and Clayton Properties Group, Inc., also known as Highland Homes. The Highland Homes project is located within the city's utility service area and will consist of 532 single family residential units along with associated infrastructure.

The project will be served by City of Wildwood water and wastewater services and is expected to use 532 ERUs. Terms of payment of system development charges (SDCs) are outlined in the agreement. In addition to the infrastructure needs required to serve the project, the developer has agreed to extend, design, permit, and construct to city standards, as part of the project, a 12" diameter PVC water line along CR 229 to a point on the NW corner of the property, approximately 1,530 linear feet. As the developer only requires an 8" line for the project, the developer shall be entitled to water system development charge credits equal to the difference in the cost of construction between the 8" and 12" water main improvement.

Terms of this agreement were developed and finalized in consultation with the utility department, city engineer, and city attorney. In addition, the applicant has agreed to execute a Covenant in Support of Annexation with the City.

Melanie Strickland, AICP, CPM
Development Services Director

**DEVELOPER'S AGREEMENT
BETWEEN THE CITY OF WILDWOOD
AND CLAYTON PROPERTIES GROUP, INC.
(HIGHLAND HOMES)**

This Developer's Agreement, effective this ____ day of _____, 2024, made and entered into by and between the City of Wildwood, Florida, a Florida municipal corporation (hereinafter called "City"), and Clayton Properties Group, Inc., a Tennessee corporation d/b/a Highland Homes (hereinafter called "Developer").

RECITALS

WHEREAS, Developer's Agreements strengthen the public planning process, encourage sound capital improvements planning, and assist in assuring that there are adequate capital facilities for development;

WHEREAS, City is a regional water, wastewater, reuse water and municipal services provider;

WHEREAS, Developer owns in fee simple certain real property described on the attached Exhibit "A" (the "Property");

WHEREAS, Developer's proposed development locally known as the Highland Homes project requires access to water, wastewater, and other municipal services;

WHEREAS, Developer desires to procure services, including, but not limited to, water, wastewater, and other municipal services, from the City for the Property, and City desires to provide water, wastewater, and other municipal services to the Property;

WHEREAS, Developer has agreed to make certain infrastructure improvements related to expansion of water and wastewater service lines;

WHEREAS, the parties desire to enter into this Agreement confirming their agreement regarding the furnishing of municipal services, including but not limited to water, wastewater, and other municipal services for the Property;

WHEREAS, this Agreement and all stipulations and covenants made herein are acknowledged to be subject to the approval of every County, Regional, State and Federal regulatory agency having jurisdiction of the subject matter of this Agreement;

WHEREAS, the City Commission has approved this Agreement and has authorized the City Manager to execute this Agreement by motion passed at a regular City Commission meeting on _____;

NOW THEREFORE, in consideration of the mutual covenants and undertakings of City and Developer and other good and valuable considerations, the parties covenant and agree with each other as follows:

1. **Incorporation of Recitals and Exhibits.** The parties confirm and agree that the above Recitals are true and correct, and incorporate their terms and provisions herein for all purposes. The contents, terms and provisions of all Exhibits which are attached to this Agreement and referenced herein are, by this reference, incorporated into this Agreement for all purposes.
2. **Definitions.** For the purposes of this Agreement, in addition to those terms which are specifically defined elsewhere in this Agreement the following terms shall have the following definitions:
 - A. ***“Agreement”*** – This Developer’s Agreement, as the same may subsequently amended, modified or supplemented pursuant to its terms and provisions.
 - B. ***“Connection Fee”*** – Those charges of the City for a customer’s proportionate share of the capital costs of the water and wastewater utility plant capacities allocated to a new or modified customer connection, as defined in City Ordinances and Resolutions.
 - C. ***“County”*** – Sumter County, Florida, a political subdivision of the State of Florida.
 - D. ***“Developer”*** – Clayton Properties Group, Inc., a Tennessee corporation d/b/a Highland Homes, and its successors, and assigns in interest, and/or title, including any Homeowners/Property Owners Association to be created by Developer to which all common improvements described in this Agreement, will be conveyed and under whom all future maintenance responsibilities will fall.
 - E. ***“Equivalent Residential Connection”/“ERC”/“ERU”*** – As defined by City Ordinance.
 - F. ***“Equivalent Residential Unit”/“ERU”/“ERC”*** – As defined by City Ordinance, also referred to in this Agreement as “ERU.”
 - G. ***“Homeowners/ Property Owners’ Association”*** – A Florida not-for-profit Corporation organized and formed by Developer for the purpose of serving as the association for the owners of parcels located within the Property to own, maintain, and repair or replace, as required, common area improvements located on the Property, including but not limited to open space, entry features, amenities, and other similar improvements constructed on the Property and conveyed or dedicated to the Homeowners’ Association. It is the intent of

Developer to create a Homeowners' Association for such purposes, and to convey to the Homeowners' Association title to the previously-described improvements which will be constructed on the Property, at which time the Homeowners' Association will, by execution of an appropriate agreement with City, assume the Developer's responsibilities for maintenance, repair and replacement of such improvements which arise under the terms of this Agreement.

- H. ***"Party" or "Parties"*** – Refers to either Developer or City, or (as applicable) to both Developer and City.
- I. ***"Property"*** – The real property described on attached Exhibit "A."
- J. ***"Significant Progress"*** – The Developer will have achieved significant progress under the terms of this Agreement when underground utilities have been completed or are under construction pursuant to a valid Permit (or Permits) issued by City or County for such work.
- K. ***"System Development Charge"/"SDC"/SDC Fee"*** – Those charges by City for a customer's proportionate share of the capital costs of the water and wastewater utility main lines and connection lines, as well as the hydraulic share of the facilities required to service that customer, as defined by City Ordinances and Resolutions.
- L. ***"Transmission Fee"*** – The portion of the SDC that represents the customer's proportionate share of the capital costs of the water and wastewater utility main lines and connection lines.
- M. ***"Treatment Fee"*** – The portion of the SDC that represents the customer's hydraulic share of the facilities required to service that customer.
- N. ***"Water Management District" or "SWFWMD"*** – The Southwest Florida Water Management District, an agency of the State of Florida.

3. Developer's Obligations.

A. System Development Charges and Capacity.

1. SDC Fees.

- a) The System Development Charge, when paid, refunds the City for the capital cost of the water and wastewater utility lines and purchases capacity in the water and wastewater infrastructure. SDC Fees are based on the equivalent residential volumes, which

are 300 gallons per day for water consumption and 250 gallons per day for wastewater treatment.

- b) The water SDC Fee and its components shall be calculated using City Ordinances and Resolutions in effect at the time Developer pays the applicable SDC Fee. The calculations for the water SDC Fee components are shown on attached Exhibit "B."
- c) The wastewater SDC Fee shall be calculated using City Ordinances and Resolutions in effect at the time Developer pays the applicable SDC Fee. The calculations for the wastewater SDC Fee components are shown on attached Exhibit "B."
- d) Developer acknowledges and agrees that SDC Fees paid are non-refundable. However, the City acknowledges that should an unforeseen circumstance arise such that the City is unable to meet its obligation of service for any phase of development of the Property, or portion thereof, that the associated SDC fees will be refunded to the Developer.
- e) SDC Fees are calculated by the City based on the number of Equivalent Residential Units approved for a reservation of capacity as indicated on attached Exhibit "B." One (1) SDC Fee is due for each ERU reserved. Developer acknowledges that no water or wastewater capacity reservation is created, or implied, without City receiving payment of the applicable fees in accordance with the terms of this Agreement. Reservation of water and wastewater capacity is subject to capacity availability.
- f) Upon execution of this Agreement SDC Fees for the Property shall be paid as outlined below in Section 3.A.2; the water and wastewater SDC Fees for each subsequent phase of Property shall be paid upon the commencement of construction of the applicable phase as outlined below in Section 3.A.2.
- g) Developer understands that increases in capacity reserved, or any new purchase of capacity reservations, will result in additional SDC Fees being due from Developer to City.

2. Payment Schedule.

- a) The water and wastewater SDC Fees shall be calculated according to the rate schedule adopted by City and in effect at the time the Developer pays the applicable SDC Fee. The calculation of the

SDC Fees for an Equivalent Residential Unit based on the current rate schedule adopted by City is included in attached Exhibit "C."

- b) Developer must proceed with due diligence toward the use of all ERUs.
- c) SDC Fees are not reserved by City on speculation, and such reservation may be rescinded by the City if Significant Progress on construction of the applicable phase of Developer's project on the Property is not made within twenty four (24) months of the date the initial SDC Fee (or portion thereof) was paid by the Developer. The time for Significant Progress may be extended pursuant to the provisions of this Agreement concerning "Force Majeure".
- d) The following actions must be completed by Developer prior to the reservation of water or wastewater ERU's:
 - 3.A.2.d.1. Developer must complete and file the City's Concurrency Determination and Concurrency Reservation applications.
 - 3.A.2.d.2. This Developer's Agreement, and all attachments, must be fully executed by Developer and City.
- e) 50% of the SDC Fee for the Project shall be paid upon execution of this Agreement. The remaining 50% of the SDC Fee as it relates to each individual use shall be paid on issuance of each construction permit for an applicable residential home built by Developer, or its assigns.
- f) Capacity is reserved for a particular location, and assumes that City will be prepared to serve that capacity according to the agreed-upon availability schedule at that location and no other.
- g) The City shall have the right, but not the obligation, to repurchase unused SDC fees by the Developer the prevailing rate within seven (7) years of the effective date of this Agreement.

- 3. Until Developer provides City with payment for SDC Fees required by Developer for the applicable phase of development, as provided in Exhibit "D," and completes all other requirements of this Agreement, no permanent water or wastewater service will be provided to the Property. Construction water will be available to the Developer upon payment of the first 50% of the SDC Fee for the applicable portion of development.

4. City reserves the right to determine the number of ERU's it will allow Developer to purchase. The City has determined at the time of execution of this Agreement that the Developer may purchase 532 water ERU's and 532 wastewater ERU's. These will be available at the times listed on Exhibit "D."
5. Developer may not transfer any reserved water or wastewater without written permission from the City, except to another builder who builds residential homes within the Project. Any such transfer, unless approved by City, will void the capacity reservation and the ERU's will revert back to the City. The Developer will forfeit any right to any repayment of the fees paid. The City shall not unreasonably withhold permission for a transfer of capacity to another property or another project. As Developer develops the Property and sells portions thereof, such sales and transfers to facilitate such sales shall not be deemed a transfer prohibited by this Section. Use of water or transfer of capacity shall not deem the Developer as a provider or purveyor of water.
6. The purchase of ERU's does not act to set the price for future purchases, but only as to purchases specifically set forth in this Agreement. Any future purchases not contemplated by this Agreement will be at the price set by City at time of payment.
7. The City shall have the right, but not the obligation, to repurchase unused SDC fees by the Developer at the prevailing rate within seven (7) years of the effective date of this Agreement.

4. Off-Site Improvements

- A.** The Developer shall design, permit, and construct OFF-SITE IMPROVEMENTS (hereinafter referred to as the "Improvements"):

1. Offsite Water Main

Water Main. The Developer shall design, permit and construct, to City standards, as part of the Project, a 12" diameter PVC water line from CR 229 to a point on the northwest corner of the Property (approximately 1,530 linear feet) ("Water Line"). The Water Main will be transferred to and owned and operated by the City. The Developer only requires an 8" diameter PVC water line to service the Property. The City has requested that the Developer upsize the line to a 12" diameter PVC water line. Accordingly, the Developer shall be entitled to water System

Development Charge credits for cost of the construction of the upsizing of the off-site Water Main extension needed to serve the Project.

- B. The City and the Developer have agreed that the Developer is entitled to receive a credit to be applied against the City SDC Fees for water equal to the cost associated with upsized water main construction of the Improvements.
- C. The Developer's cost to construct the Improvements will not exceed the amount of water SDC Fees paid to the City. The Developer shall be entitled to water SDC credits equal to the actual cost of construction of the Improvements. The City will issue SDC Fee credits to the Developer based on the following schedule:
 - 1. The current SDC Fee rate for one (1) ERU of water is \$1,888.00. The rate for the estimated cost of the upsizing of the Water Main listed above in Section 4.A.1 is \$224,309.00, providing for 118.81 ERUs.
 - a) By way of example, in the case that the cost of construction changes, if the cost of the Water Line Improvements related to water services listed above is \$200,000.00, then it will provide for 105.93 water ERUs.
 - 2. Actual costs and expenditures of construction will include costs of design, permitting, surveying, subsurface investigations, testing and construction management services necessary for, landscaping, materials and including project close-out documentation.
 - 3. The City will issue credits for water SDC Fees for the Property, in the amount of 118.81 water ERUs.
 - 4. The Developer needs an estimated 532 water ERUs. The Developer will be responsible for payment for the remaining 413.19 ERUs (532 - 118.81).
 - 5. Any additional ERUs above the 532 water ERUs will require payment of the water SDC Fees in effect at the time of acquisition.
 - 6. Water and wastewater SDC Fees are not subject to reimbursement.

5. Developer's Responsibility.

- A. After completion of construction of the water and wastewater systems and upon acceptance by the City, approval of as-builts, and receipt of all regulatory clearances, the Developer or property owner shall be responsible for the water service lines from the Developer's side of the water meter and for the wastewater service laterals from the right-of-way to the structure.

- B. The Developer shall be responsible for establishing an easement across the Developer's property at a location mutually agreeable by both of the parties through a separate agreement. The Developer shall be responsible for all costs associated with the easement agreement.
- C. The Developer shall execute the Annexation Agreement attached hereto as Exhibit E.

6. City's Responsibility.

- A. The City agrees that upon completion of the off-site Improvements, and upon clearance by the Florida Department of Environmental Protection (FDEP), it will accept the off-site Improvements. The City shall be responsible for the Improvements.
- B. After completion of construction of the water and wastewater systems and upon acceptance by the City, approval of as-builts, and receipt of all regulatory clearances, the City shall be responsible for ownership and maintenance of the water and wastewater systems within the right-of-way, including service lines, lift stations, and pump stations.
- C. The City shall be responsible for costs associated with the recording of this document in the Sumter County Public Records.

7. Miscellaneous Terms.

- A. Fire flow volumes and pressures are limited by City's potable water extension service infrastructure. The fire flow volumes and pressure flow which will be provided by City are appropriate for single family homes. City shall not reduce its fire flow volumes and pressures after Developer has commenced development of the Property.
- B. Specific utility easements containing main pipe utilities to be provided by Developer to City will be a minimum of twenty feet (20') wide. Non-exclusive utility easements to be provided by Developer to City for secondary pipe utilities and wire utilities will be ten feet (10') wide along front lot lines, seven and a half feet (7.5') wide along rear lot lines, and five feet (5') wide along side lot lines. All utility easements will be reflected and noted on the approved site plans and plats or deed restrictions as submitted by the Developer. No permanent structures shall be erected within the utility easements. If the Developer needs to relocate any existing utility main lines within the existing easement for any reason, the design and realignment must be approved by the City, and Developer must

provide any additional easement required, which must be executed and recorded. All costs of the relocated utility lines will be the responsibility of the Developer including, but not limited to, design, review, permitting, materials, labor and equipment. A complete set of as-built drawings for the relocated utility mains must be provided to the City prior to the issuance of the final Certificate of Occupancy.

8. General Provisions.

A. Notices. With respect to any Notices required to be given under the terms of this Agreement, such Notices shall be deemed given and effective:

1. Three (3) calendar days after the date they are deposited in the United States Mail, postage prepaid, return receipt requested, addressed to the Parties at the following respective addresses or such other address as provided by a Party pursuant to this Section; or
2. The date of actual delivery by hand or by a recognized national overnight delivery service such as Federal Express, UPS, or Express Mail, addressed to the parties at the following respective addresses or such other address as provided by a party pursuant to this Section:

AS TO THE CITY: City of Wildwood
Attn: Melanie Peavy
Development Services Director
100 N. Main Street
Wildwood, FL 34785

With Copy To: Ashley S. Hunt, Esq.
Hunt Law Firm, P.A.
109 E. Main Street
Leesburg, FL 34748

With Copy To: City of Wildwood
Attn: Mark O'Dell
Utilities Director
100 N. Main Street
Wildwood, FL 34785

AS TO DEVELOPER: Clayton Properties Group, Inc.
Attn: Joel Adams
3020 S. Florida Ave Ste #101
Lakeland, FL 33803

Any party may modify the address for notices set forth above by providing notice of the change of address to all parties to this Agreement, which notice is to be provided in accordance with the requirements of this Section.

- B. Negation of Partnership.** None of the terms or provisions of this Agreement shall be deemed to create a partnership by or among Developer or City in their respective businesses or otherwise, nor shall it cause them to be considered joint venturers or members of any joint enterprises. Each Party shall be considered a separate Party, no Party shall have the right to act as an agent for another Party and no Party shall the right to act as an agent for another Party unless expressly authorized to do so in this Agreement.
- C. Not a Public Dedication.** Nothing herein contained shall be deemed to be a gift or dedication of any portion of the Property to the general public, or for any public use or purpose whatsoever. Any portion of the Property which may under the terms of this Agreement later may be designated for public use or purposes shall be conveyed by Developer to City, as applicable. Except as herein specifically provided no right, privileges of immunities of any Party hereto shall inure to the benefit of any third party, nor shall any third party be deemed to be a beneficiary of any of the provisions contained in this Agreement.
- D. Default Provisions.**
1. The terms of this Agreement shall not entitle any Party to cancel, rescind, or otherwise terminate this Agreement. However, such limitations shall not affect in any manner any other rights or remedies which a Party may have hereunder or under applicable law by reason of any such breach.
 2. All easements, rights and covenants contained herein shall be enforceable by suit for specific performance and mandatory injunctive relief, in addition to any other remedy provided by law or equity.
 3. No Party shall be entitled to pursue any action for specific performance, injunctive relief, or any other available remedy arising out of a default under this Agreement until the non-defaulting Party has provided to the Party alleged to be in default a written Default Notice (with, if applicable, a copy to any other Party to this Agreement) specifying the specific nature of the default, and the alleged defaulting Party has failed to cure the

default within thirty (30) days of the effective date of the Default Notice. In the event the cure of a default reasonably requires greater than the thirty (30) day time period specified, the grace period granted herein shall, if the defaulting Party has initiated cure of the default within the thirty (30) day time period and is continuing to pursue completion of the cure with due diligence, extend the reasonable time period required for the cure of the default.

4. In the event of a material default by Developer with respect to its obligations to City under this Agreement, and failure of Developer to cure the default within the grace period set forth above, in addition to any other remedies available to them under the terms of this Agreement City shall be entitled to withhold issuance of additional development permits or authorizations until the default has been cured. If Developer has, prior to the occurrence of the default, conveyed some or all of the Property to unrelated third parties (such parcel or parcels then becoming a "Third Party Parcel") and the default of Developer is not with respect to, or impact City obligations regarding, a Third Party Parcel, the right of City to withhold Permits upon a default by Developer shall not extend to City Permits pending or to be issued with respect to a successor owner of such Third Party Parcel.

E. Estoppel Statements.

1. Each Party agrees that upon written request from time to time of any other Party it will timely issue at no charge to a current or prospective lender to such Party, or to a current or prospective purchaser or successor party to such other Party, or to another governmental entity requesting or requiring the same, an Estoppel Statement stating:
 - a) Whether the Party to whom the request has been directed knows of any default by any Party under this Agreement, and if there are known defaults, specifying the nature thereof.
 - b) Whether this Agreement has been assigned, modified or amended in any way by such Party (and if it has, stating the nature thereof).

- c) That to the best of the requested Party's knowledge this Agreement, as of the Estoppel Statement date, is in full force and effect.
- d) That (if known by the requested Party, if not known by the requested Party that Party shall reply only with respect to any monies owed to it) to the best of the requested Party's knowledge there are not any monies currently owed by any Party to another Party under the terms of this Agreement, or if there are monies owed, the amount and details of all monies owed.

Such written statement shall act as a waiver of any claim by the Party furnishing it to the extent such claim is based on facts contrary to those asserted against a bona fide mortgagee or purchaser for value without knowledge of facts to the contrary of those contained in the Estoppel Certificate who has acted in reasonable reliance upon the statement; however, such statement shall in no event suggest the Party furnishing it to any liability whatsoever, notwithstanding the negligent or other inadvertent failure of such Party to disclose correct and/or relevant information.

- F. **Litigation.** In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover all reasonable costs incurred with respect to such litigation, including reasonable attorneys' fees, and including reimbursement for such reasonable attorneys' fees and costs incurred with respect to any bankruptcy, appellate or post-judgment proceeding related thereto.
- G. **Binding Effect.** The parties to this Agreement represent to each other that each party fully understands the facts surrounding this Agreement and each is signing this Agreement fully and voluntarily, intending to be bound by it. This Agreement shall be binding upon and inure to the benefit of the Parties hereto, their respective spouses, heirs, executors, administrators and assigns. There are no representations or warranties other than those set forth herein.
- H. **Headings.** The headings contained within this Agreement are for identification purposes only, and shall not be construed to amend, modify, or alter the terms of the Agreement.

- I. **Severability.** Except as otherwise set forth herein, in the event any provision or section of this Agreement is determined to be invalid or unenforceable, such determination shall not affect the enforceability or the validity of the remaining provisions of this Agreement.
- J. **Survival of Representations and Warranties.** All representations and warranties contained herein are made in writing by the parties in connection herewith shall survive the execution and delivery of this Agreement.
- K. **Successors and Assigns.**
1. All covenants and agreements in this Agreement made by or on behalf of any Parties hereto shall bind and inure to the benefit of the respective successors and assigns of the Parties hereto, whether so expressed or not.
 2. Upon a sale or other transfer of a Parcel or a portion thereof, the terms and provisions of this Agreement, as applicable, shall remain in full force and effect as to the Parcel or a portion of the Parcel.
- L. **Applicable Law.** This Agreement is being delivered in the State of Florida, and shall be construed and enforced in accordance with the laws of the State of Florida. The venue for any legal proceeding arising out of this Agreement shall be Sumter County, Florida.
- M. **Counterparts.** This Agreement may be executed simultaneously in several counterparts, each of which shall be deemed an original, and it shall not be necessary in making proof of this Agreement to produce or account for more than one such counterpart.
- N. **Amendment of Agreement.** This Agreement cannot be changed, modified or released orally, but only by an agreement in writing signed by the parties against whom enforcement of said change, modification or discharge is sought.
- O. **Gender.** As used in this Agreement, the masculine shall include the feminine and neuter, the singular shall include the plural, and the plural shall include the singular as the context may require.

P. **Effective Date.** This Agreement shall become effective upon completion of its execution by all Parties, and the recordation of the Agreement in the Public Records of Sumter County, Florida.

Q. **Recordation.** This Agreement shall be recorded in the Public Records of Sumter County, Florida.

.....

IN WITNESS WHEREOF the Parties have executed this Developer's Agreement on the day and year set forth below their respective signatures.

**DEVELOPER'S AGREEMENT
BETWEEN CITY OF WILDWOOD AND CLAYTON PROPERTIES GROUP, INC.**

**CITY OF WILDWOOD, FLORIDA, a
Florida Municipal Corporation**

By: _____

Title: _____

Date: _____, 2024

*APPROVED AS TO FORM AND
LEGALITY:*

ATTEST:

CITY ATTORNEY

Jessica Barnes, CITY CLERK

APPROVED BY THE WILDWOOD CITY COMMISSION ON _____, 2024.

DEVELOPER'S AGREEMENT
BETWEEN CITY OF WILDWOOD AND CLAYTON PROPERTIES GROUP, INC.

CLAYTON PROPERTIES GROUP, INC.,
a Tennessee corporation d/b/a
HIGHLAND HOMES

By:  D. JOEL ADAMS,
AS: VICE PRESIDENT

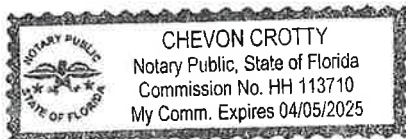
Date: 08/23/24, 2024

STATE OF FLORIDA
COUNTY OF POIK

The foregoing DEVELOPER'S AGREEMENT was acknowledged before me by means of ☒ physical presence or ☐ online notarization by D. Joel Adams, as vice president of CLAYTON PROPERTIES GROUP, INC., a Tennessee corporation, d/b/a HIGHLAND HOMES, who is:

☒ Personally known by me, OR
☐ Produced a driver's license as identification.

Dated: this 26 day of August, 2024.




Print Name: Chevon crotty
Notary Public, State of Florida
Commission number: HH 113710
Commission expires: 04/05/2025

SCHEDULE OF EXHIBITS

EXHIBIT	REFERENCE	DESCRIPTION
A	Recital C	Legal – Property
B	3.A.1	Calculation – Water and Wastewater SDC Fees
C	3.A.2	Calculation – Due Schedule
D	3.A.4	Utility Connection Availability Schedule
E	5.C	Annexation Agreement

EXHIBIT "A"
LEGAL DESCRIPTION

LEGAL DESCRIPTION

SAMMIE EDMOND ALBRITTON PARCEL

THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 35, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA.

LESS AND EXCEPT ROAD RIGHT OF WAY FOR COUNTY ROAD 229 ACROSS THE WEST SIDE THEREOF, A PORTION OF WHICH IS DESCRIBED IN RIGHT-OF-WAY DEED RECORDED IN O.R. BOOK 4170, PAGE 65, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA.

GATTIS ALBRITTON PARCEL

THE EAST 1/2 OF THE NW 1/4 AND THE NW 1/4 OF THE NW 1/4 OF SECTION, 35, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA. LESS THAT PORTION CONVEYED TO SUMTER COUNTY, RECORDED IN O. R. BOOK 4170, PAGE 59, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SECTION, 35, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA;

THENCE, BEARING S 89°53'19" E ALONG THE NORTH LINE OF SAID SECTION 35, A DISTANCE OF 25.31 FEET TO A POINT ON THE EAST MAINTAINED RIGHT-OF-WAY LINE OF CR 229 AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL;

THENCE, BEARING N 89°53'19" E ALONG THE NORTH LINE OF SECTION 35, A DISTANCE OF 25.07 FEET TO A POINT;

THENCE, BEARING S 00°11'35" E, A DISTANCE OF 469.68 FEET TO A POINT;

THENCE, BEARING S 02°30'12" W, A DISTANCE OF 41.02 FEET TO A POINT;

THENCE, BEARING S 00°22'12" E, A DISTANCE OF 194.61 FEET TO A POINT;

THENCE, BEARING S 00°35'02" W, A DISTANCE OF 69.60 FEET TO A POINT;

THENCE, BEARING S 00°06'22" W, A DISTANCE OF 88.35 FEET TO A POINT;

THENCE, BEARING S 00°29'40" E, A DISTANCE OF 91.21 FEET TO A POINT;

THENCE, BEARING S 00°51'07" E, A DISTANCE OF 105.02 FEET TO A POINT;

THENCE, BEARING S 00°01'53" E, A DISTANCE OF 75.49 FEET TO A POINT;

THENCE, BEARING N 90°00'00" E, A DISTANCE OF 3.13 FEET TO A POINT;

THENCE, BEARING S 00°03'15" E, A DISTANCE OF 181.19 FEET TO A POINT ON THE SOUTH LINE OF THE NW 1/4 OF THE NW 1/4 OF SAID SECTION 35;

THENCE, BEARING S 89°54'18" W ALONG SAID SOUTH LINE, A DISTANCE OF 35.41 FEET TO A POINT ON THE EAST MAINTAINED RIGHT-OF-WAY LINE OF CR 229

THENCE, BEARING N 01°02'24" W ALONG SAID EAST LINE, A DISTANCE OF 14.85 FEET TO A POINT;

THENCE, BEARING N 00°37'31" W ALONG SAID EAST LINE, A DISTANCE OF 120.77 FEET TO A POINT;

THENCE, BEARING N 00°10'54" E ALONG SAID EAST LINE, A DISTANCE OF 147.22 FEET TO A POINT;

THENCE, BEARING N 00°19'39" E ALONG SAID EAST LINE, A DISTANCE OF 205.09 FEET TO A POINT;

THENCE, BEARING N 00°05'32.11" E ALONG SAID EAST LINE, A DISTANCE OF 219.65 FEET TO A POINT;
THENCE, BEARING N 00°02'14.11" E ALONG SAID EAST LINE, A DISTANCE OF 188.33 FEET TO A POINT;
THENCE, BEARING N 00°32'09" E ALONG SAID EAST LINE, A DISTANCE OF 335.27 FEET TO A POINT;
THENCE, BEARING N 01°29'23" E ALONG SAID EAST LINE, A DISTANCE OF 43.70 FEET TO A POINT;
THENCE, BEARING N 00°27'07" W ALONG SAID EAST LINE, A DISTANCE OF 41.27 FEET TO THE POINT
OF BEGINNING.

EXHIBIT "B"
CALCULATION-WATER AND WASTEWATER TIE FEES

City of Wildwood
100 N. Main Street
Wildwood, FL 34785 - 352-330-1330

DEVELOPER UTILITY CONCURRENCY

SYSTEM DEVELOPMENT CHARGES DUE

PROJECT NAME: Clayton Properties Group, Inc./ Highland Homes subdivision

1) WATER:

- a) One (1) water SDC due for every water connection ERU reserved
- b) Number of water ERU's reserved = 532
- c) Number of water SDC's due = 532
- d) Charge per water SDC for this project = \$ 1,888.00
- e) TOTAL water SDC charges due $\$1,888.00 \times 532 = \$1,004,416.00$

2) WASTEWATER:

- a) One (1) wastewater SDC due for every wastewater connection ERU reserved
- b) Number of wastewater ERU's reserved = 532
- c) Number of wastewater SDC's due = 532
- d) Charge per wastewater SDC for this project = \$ 3,298.00
- e) TOTAL water SDC charges due $\$3,298.00 \times 532 = \$1,754,536.00$

-
- 3) TOTAL DUE (WATER AND WASTEWATER):**
 $\$1,004,416.00 + \$1,754,536.00$ **\$2,758,952.00**

Development Authority:

Printed Name

Signature

Date

Agreement to Provide:

Printed Name

Signature

Date

This commitment expires after _____ days without the execution of a Developer's Agreement

EXHIBIT "D"
UTILITY CONNECTION AVAILABILITY SCHEDULE
(See PDF Sheet)

City of Wildwood

Exhibit "D"

100 N. Main Street
Wildwood, FL 34785 - 352.330.1330

DEVELOPER UTILITY CONCURRENCY **REQUESTED UTILITY CONNECTION AVAILABILITY SCHEDULE**

Project Name: Clayton Properties Group, Inc./ Highland Homes subdivision

YEAR 2024	1st QTR. '24 ERU's Needed	2nd QTR. '24 ERU's Needed	3rd QTR. '24 ERU's Needed	4th QTR. '24 ERU's Needed
WATER	_____	_____	_____	_____
WASTEWATER	_____	_____	_____	_____
REUSE	_____	_____	_____	_____
YEAR 2025	1st QTR. '25 ERU's Needed	2nd QTR. '25 ERU's Needed	3rd QTR. '25 ERU's Needed	4th QTR. '25 ERU's Needed
WATER	_____	_____	_____	_____
WASTEWATER	_____	_____	_____	_____
REUSE	_____	_____	_____	_____
YEAR 2026	1st QTR. '26 ERU's Needed	2nd QTR. '26 ERU's Needed	3rd QTR. '26 ERU's Needed	4th QTR. '26 ERU's Needed
WATER	_____	_____	_____	_____
WASTEWATER	_____	_____	_____	_____
REUSE	_____	_____	_____	_____
YEAR 2027	1st QTR. '27 ERU's Needed	2nd QTR. '27 ERU's Needed	3rd QTR. '27 ERU's Needed	4th QTR. '27 ERU's Needed
WATER	_____	_____	_____	_____
WASTEWATER	_____	_____	_____	_____
REUSE	_____	_____	_____	_____
YEAR 2028	1st QTR. '28 ERU's Needed	2nd QTR. '28 ERU's Needed	3rd QTR. '28 ERU's Needed	4th QTR. '28 ERU's Needed
WATER	_____	_____	_____	_____
WASTEWATER	_____	_____	_____	_____
REUSE	_____	_____	_____	_____

Development Authority:

Printed Name

Signature

Date

Agreement to Provide:

Printed Name

Signature

Date

This commitment expires after _____ days without the execution of a Developer's Agreement

ALL SEPARATE COMMERCIAL UNITS REQUIRE A MINIMUM OF ONE (1) FULL ERU

EXHIBIT "E"
COVENANT IN SUPPORT OF ANNEXATION

This Instrument prepared by:

Ashley S. Hunt, Esq.
Hunt Law Firm, P.A.
601 S. 9th Street
Leesburg, Florida 34748

After recording return to:

City of Wildwood
100 North Main Street
Wildwood, FL 34785

Property Appraisers Parcel
Identification (Folio) Number(s): _____

COVENANT IN SUPPORT OF ANNEXATION

This Covenant in Support of Annexation is made this _____ day of August, 2024, by Clayton Properties Group, Inc, a foreign profit corporation, whose address is 5000 Clayton Road, Maryville, Tennessee 37804, d/b/a Highland Homes (the Owner), as owner of that certain parcel of property described in Exhibit "A" (the Property), attached hereto and made a part hereof by reference (the Property).

WHEREAS, the Property is located within the City of Wildwood's (the City) utility territorial area and is located with the Joint Planning Area between the City and Sumter County (the Joint Planning Area Agreement).

WHEREAS, the Developer's Agreement between the Owner and the City requires that the Owner execute and deliver to the City a covenant in support of annexation, consenting to the annexation of the Property described in Exhibit "A" at such time as it becomes contiguous to the corporate limits of the City;

WHEREAS, the Owner has requested, and the City has agreed, that the City provide water and sewer service to the Property.

Now therefore, the Owner, for and in consideration of the sum of ten and no/100 dollars (\$10.00), and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby impress, place upon, and declare the title to the Property described in Exhibit "A" shall be subject to the following described restrictions, covenants, conditions, and reservations:

1) The Property described in Exhibit "A" shall be subject to annexation by City as a voluntary annexation pursuant to Chapter 171 of the Florida Statutes, as may be amended from time to time, at any time subsequent to the property becoming legally annexable into the City of Wildwood.

2) The Owner shall not raise, and is hereby precluded from raising, any challenge to the annexation of the property described in Exhibit "A" by City as a voluntary annexation pursuant to Chapter 171 of the Florida Statutes, as may be

amended from time to time, at any time subsequent to the property becoming legally annexable.

3) The Owner, as the undersigned, agrees that this covenant shall constitute a petition for voluntary annexation into the City of Wildwood at such time as the Property becomes legally annexable and further agrees that the City may act upon this covenant without further notice to or request from the undersigned. The decision to annex the subject property is a legislative decision to be made by the Wildwood City Commission; this covenant binds the property owner to annex but is not a guarantee that the City Commission will annex the subject property as soon as it becomes legally annexable. The Owner acknowledges and agrees that this Covenant does not in any way obligate or require the City to grant to the Owner any particular zoning which may be requested in connection with such annexation.

4) This Covenant does not in any way reserve any water or sewer capacity or guarantee the availability thereof. The parties have entered into a Developer's Agreement in relation to the same.

5) "Owner" includes the signatory hereto, the signatory's heirs, legal representatives, and assigns if an individual or individuals, and the signatory's successors and assigns if a corporation or corporations. Additionally, this Covenant shall run with the Property and shall be binding upon any person or entity who purchases the Property whether in whole or in part.

6) ANY FUTURE OWNERS OF THE PROPERTY SHALL TAKE TITLE TO THE PROPERTY SUBJECT TO THIS COVENANT AND BY ACCEPTING A DEED OF CONVEYANCE TO THE PROPERTY, AGREE TO BE BOUND BY THE TERMS AND CONDITIONS OF THIS COVENANT.

7) This Covenant shall terminate ninety (90) years from the date of its execution.

IN WITNESS WHEREOF, Owner has hereunto set hand and seal this ____ day of August, 2024.

Signed, sealed and
delivered in our presence:

CLAYTON PROPERTIES GROUP,
INC., a foreign profit corporation
d/b/a Highland Homes

Witness Signature

By: _____
(Signature)

Print/Typed Witness Name

(Print Name)

Address

Its: _____

Witness Signature

Print/Typed Witness Name

Address

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2024, by _____, as _____ of Clayton Properties Group, a foreign profit corporation d/b/a Highland Homes, who is ____ personally known to me or ____ who produced their _____ (State) driver's license as identification.

Notary Public

(Print or Type Notary's Name)

Serial Number, if any

EXHIBIT "A"
LEGAL DESCRIPTION

LEGAL DESCRIPTION

SAMMIE EDMOND ALBRITTON PARCEL

THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 35, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA.

LESS AND EXCEPT ROAD RIGHT OF WAY FOR COUNTY ROAD 229 ACROSS THE WEST SIDE THEREOF, A PORTION OF WHICH IS DESCRIBED IN RIGHT-OF-WAY DEED RECORDED IN O.R. BOOK 4170, PAGE 65, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA.

GATTIS ALBRITTON PARCEL

THE EAST 1/2 OF THE NW 1/4 AND THE NW 1/4 OF THE NW 1/4 OF SECTION, 35, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA. LESS THAT PORTION CONVEYED TO SUMTER COUNTY, RECORDED IN O. R. BOOK 4170, PAGE 59, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWEST CORNER OF SECTION, 35, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA;

THENCE, BEARING S 89°53'19" E ALONG THE NORTH LINE OF SAID SECTION 35, A DISTANCE OF 25.31 FEET TO A POINT ON THE EAST MAINTAINED RIGHT-OF-WAY LINE OF CR 229 AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL;

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THENCE, BEARING S 00°03'15.11 E, A DISTANCE OF 181.19 FEET TO A POINT ON THE SOUTH LINE OF THE NW 1/4 OF THE NW 1/4 OF SAID SECTION 35;

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THENCE, BEARING N 00°10'54" E ALONG SAID EAST LINE, A DISTANCE OF 147.22 FEET TO A POINT;

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THENCE, BEARING N 00°02'14.11" E ALONG SAID EAST LINE, A DISTANCE OF 188.33 FEET TO A POINT;
THENCE, BEARING N 00°32'09" E ALONG SAID EAST LINE, A DISTANCE OF 335.27 FEET TO A POINT;
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THENCE, BEARING N 00°27'07" W ALONG SAID EAST LINE, A DISTANCE OF 41.27 FEET TO THE POINT
OF BEGINNING.

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: Main Street Parking Garage Pay App No. 8 in the Amount of \$315,346.70

REQUESTED ACTION: Staff recommends approval of pay application no. 8 in the amount of \$315,346.70.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

In August 2023, the City Commission approved a design-build contract with Finrock Construction, LLC for the construction of the Main Street Parking Garage. Attached is pay application no. 8 in the amount of \$315,346.70.

The city's consultant for the project, Ket West, Principal Architect with CPH Consulting, and staff have reviewed the pay application and supporting documentation for accuracy.

Requisition



TO CLIENT: City of Wildwood 100 North Main Street Wildwood, FL 34785 FROM CONTRACTOR: Finfrock Construction, LLC 2400 Apopka Blvd Apopka, FL 32703 CONTRACT FOR: Wildwood Parking Garage	PROJECT: Wildwood PG 301 N. Main Street Wildwood, FL 34785 VIA ARCHITECT: Finfrock Design, LLC 2400 Apopka Blvd Apopka, FL 32703	APPLICATION NO: 008 PERIOD TO: 8/31/2024 PROJECT NOS: C22008 CONTRACT DATE: 8/23/2023
--	---	--

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$6,315,602.00
2. Net change by Change Order	-2,384,866.96
3. CONTRACT SUM TO DATE	\$3,930,735.04
4. TOTAL COMPLETED & STORED TO DATE	\$3,745,893.38
5. RETAINAGE:	
a. Completed Work	\$53,741.25
b. Stored Material	\$0.00
Total Retainage	\$53,741.25
6. TOTAL EARNED LESS RETAINAGE	\$3,692,152.13
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$3,376,805.43
8. CURRENT PAYMENT DUE	\$315,346.70
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$238,582.91

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$119,275	\$2,504,142
Total approved this month	\$0	\$0
TOTALS	\$119,275	\$2,504,142
NET CHANGES by Change Order		(\$2,384,867)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and the belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

Date: 08-15-24

State of:

FL

County of:

Orange

Subscribed and sworn to before

me this:

15

day of

August 2024

Notary Public:

Hannah Benham

My Commission expires:

April 17, 2028



APPROVED FOR PAYMENT
[Signature] 8/16/2024

CONTINUATION SHEET



APPLICATION AND CERTIFICATE FOR PAYMENT,
containing Contractors's signed Certification, is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 008
APPLICATION DATE: 8/7/2024
PERIOD TO: 8/31/2024
PROJECT NOS: C22008

PROJECT NOS. C22008

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Materials Stored		F Total Completed & Stored to Date (D+E+F+G)		G % (H / C)	H Balance to Finish (C-H)	I Retainage
			From Prev/Material Installed	This Period	From Prev (Not in D or E)	Curr Stored (Not in D or E)					
001	Division 01 - General Requirements	\$340,728.00	\$323,691.60	\$17,036.40	\$0.00	\$0.00	\$340,728.00	100.00%	\$0.00	\$6,814.56	
002	Division 02 - Sitework	\$160,000.00	\$160,000.00	\$0.00	\$0.00	\$0.00	\$160,000.00	100.00%	\$0.00	\$8,000.00	
003	Division 03 - Concrete	\$3,484,333.00	\$3,484,333.00	\$0.00	\$0.00	\$0.00	\$3,484,333.00	100.00%	\$0.00	\$0.00	
004	Division 04 - Masonry	\$78,498.00	\$78,498.00	\$0.00	\$0.00	\$0.00	\$78,498.00	100.00%	\$0.00	\$0.00	
005	Division 05 - Metals	\$389,755.00	\$350,779.50	\$38,975.50	\$0.00	\$0.00	\$389,755.00	100.00%	\$0.00	\$0.00	
006	Division 07 - Thermal & Moisture Protection	\$107,312.00	\$107,312.00	\$0.00	\$0.00	\$0.00	\$107,312.00	100.00%	\$0.00	\$0.00	
007	Division 08 - Openings	\$18,400.00	\$18,400.00	\$0.00	\$0.00	\$0.00	\$18,400.00	100.00%	\$0.00	\$0.00	
008	Division 09 - Finishes	\$77,137.00	\$77,137.00	\$0.00	\$0.00	\$0.00	\$77,137.00	100.00%	\$0.00	\$0.00	
009	Division 10 - Specialties	\$90,939.00	\$90,939.00	\$0.00	\$0.00	\$0.00	\$90,939.00	100.00%	\$0.00	\$0.00	
010	Division 12 - Furnishings	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	100.00%	\$0.00	\$0.00	
011	Division 14 - Conveying Systems	\$129,000.00	\$122,227.50	\$6,772.50	\$0.00	\$0.00	\$129,000.00	100.00%	\$0.00	\$6,450.00	
012	Division 21 - Fire Prevention	\$44,000.00	\$42,182.80	\$1,817.20	\$0.00	\$0.00	\$44,000.00	100.00%	\$0.00	\$880.00	
013	Division 22 - Plumbing	\$96,004.00	\$96,004.00	\$0.00	\$0.00	\$0.00	\$96,004.00	100.00%	\$0.00	\$0.00	
014	Division 23 - HVAC	\$11,000.00	\$8,250.00	\$2,750.00	\$0.00	\$0.00	\$11,000.00	100.00%	\$0.00	\$550.00	
015	Division 26 - Electrical	\$269,386.00	\$261,304.42	\$8,081.58	\$0.00	\$0.00	\$269,386.00	100.00%	\$0.00	\$5,387.72	
016	Division 28 - Electronic Safety & Security	\$4,461.00	\$4,461.00	\$0.00	\$0.00	\$0.00	\$4,461.00	100.00%	\$0.00	\$0.00	
017	Division 31 - Earthwork	\$42,241.00	\$42,241.00	\$0.00	\$0.00	\$0.00	\$42,241.00	100.00%	\$0.00	\$2,112.05	
018	Division 32 - Surface Improvements	\$220,000.00	\$110,000.00	\$0.00	\$0.00	\$0.00	\$110,000.00	50.00%	\$110,000.00	\$5,500.00	
019	Division 33 - Utilities	\$120,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	50.00%	\$60,000.00	\$3,000.00	
020	Design Fees	\$269,000.00	\$269,000.00	\$0.00	\$0.00	\$0.00	\$269,000.00	100.00%	\$0.00	\$0.00	
021	Builders Risk	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	100.00%	\$0.00	\$0.00	
022	Bond	\$18,628.00	\$18,628.00	\$0.00	\$0.00	\$0.00	\$18,628.00	100.00%	\$0.00	\$0.00	
023	General Contractor's Fee	\$315,780.00	\$294,338.54	\$6,599.80	\$0.00	\$0.00	\$300,938.34	95.30%	\$14,841.66	\$15,046.92	
024	C22008.001 - CO#01 - ODP	-\$2,455,490.10	-\$2,455,490.10	\$0.00	\$0.00	\$0.00	-\$2,455,490.10	100.00%	\$0.00	\$0.00	
025	002 - CO#02 - CE #01-04	\$33,083.36	\$33,083.36	\$0.00	\$0.00	\$0.00	\$33,083.36	100.00%	\$0.00	\$0.00	
026	C22008.003 - CO#03 - Underground Foundations Add, ODP and Laydown Deduct	\$37,539.78	\$37,539.78	\$0.00	\$0.00	\$0.00	\$37,539.78	100.00%	\$0.00	\$0.00	
	Cumulative Totals	\$3,930,735.04	\$3,663,860.40	\$82,032.98	\$0.00	\$0.00	\$3,745,893.38	95.30%	\$184,841.66	\$53,741.25	

CITY COMMISSION OF THE CITY OF WILDWOOD
EXECUTIVE SUMMARY

SUBJECT: Local Construction Projects Update - September 2024

REQUESTED ACTION: For information only.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

Please see the attached local infrastructure projects update for September 2024.

Local Infrastructure Projects
Construction Update
September 17, 2024

Updates Shown in Red

1. City Water Projects

- a. *CR 462 Line Relocation*
 - i. Hughes Brothers completing the work pursuant to the Twisted Oaks Developer's Agreement; SDC credits funding the work
 - ii. Hughes Brothers waiting on approved contract from Kolter
 - iii. Preconstruction meeting held August 9th
- b. *Oxford Water Treatment Plant – Corrosion Inhibitor*
 - i. Water quality improvement to mitigate iron in the system (per KHA Technical Memorandum)
 - ii. Plans complete
 - iii. Coordinating bid schedule with KHA
- c. *Coleman WTP- Iron Filtration and High Service Pump Upgrades*
 - i. **Commission awarded bid to SGS: \$2,715,700**
 - i. **Coordinating contract documents, schedule, Notice to Proceed, and Preconstruction Meeting**
 - ii. **ODP of iron filter scheduled for the September 17, 2024 City Commission meeting**

2. City Wastewater Projects

- a. *Water Reclamation Facility*
 - i. CPH designing the expansion of the new plant to 8 MGD
 - ii. Commission moved to build 4 MGD new plant and maximize the capacity of the existing plant; both will be AWT with a total capacity estimated at 5.5 MGD
 - iii. Garney Preconstruction Agreement approved at the January 22, 2024 Commission meeting
 - iv. **Garney Construction Contract approved at the August 12, 2024 Commission meeting**
 - i. **Procurement for ODP items to begin in September**
 - ii. **Phase 1 - 60% construction plans received; 90% plans underway**
 - i. **Garney to provide GMP to City by the end of October; Commission approval scheduled for 12/9 (if not sooner).**
 - iii. **Phase 2 –60% plans received 8/6/2024**

- i. Constructability and VE meeting held August 27th
 - ii. GMP anticipated in February
 - v. Dissolved oxygen issue
 - i. The Commission approved the installation of flat panel, fine bubble aeration (Veola) proposed for the Kruger ditches
 - ii. PO issued for Veola
 - i. Awaiting equipment delivery
 - ii. Garney to provide pricing for installation; will need Commission approval
- b. Oxford Oaks/CR 209 Lift Station (Odor issues)
 - i. Technical Memorandum from KHA recommends implementation of bioxide chemicals
 - i. Included in the FY 25 budget meetings (\$750K yearly cost)
 - ii. Odor Control Unit
 - ii. Design complete; construction ON HOLD pending results of bioxide chemical installation
- c. SR 44 Forcemain and CR 219 Lift Station Improvements
 - i. Funded by Sumter County BOCC (ARPA funds); awarded to Art Walker Construction
 - ii. NTP issued on 4/1/2024
 - iii. Construction progress – 15% Complete
 - iv. Discussing unsuitable fill along the pipeline route
- d. Osceola Forcemain/St. Claire Lift Station Rehab (Huey Street Reroute)
 - i. Lift Station upgrades being completed by Staff
 - i. Panels and pumps have been ordered
 - ii. FDEP permit received
 - iii. Generator purchase on the May 13, 2024 City Commission agenda; existing generator to be relocated to Industrial Drive station
 - iv. Pipeline portion (Art Walker) is complete
- e. Millennium Park Reclaimed Water Line Extension
 - i. Pump Station design at RIBS site – Design complete
 - i. Invitation to bid – July 22nd
 - ii. Bid opening – September 16th
 - ii. Reclaimed line design – 80% complete
 - i. Phase 1 (Millennium Park)
 - i. Complete.
 - ii. Phase 2: St. Claire Street

- i. Complete.
 - iii. Phase 3: Broken Oak Drive
 - i. Complete.
 - iv. Phase 4: Assembly of God
 - i. Critical easement needed from C-466A to Broken Oak
 - ii. Easement negotiations resumed with Assembly of God church for 15' of western property boundary
 - v. Phase 5: Solamar
 - i. Easement Agreement including installation of reuse main needed
 - I. Coordinating with contractor on final pricing to install line
 - vi. Phase 6: Turkey Run Development and North
 - i. Easement on The Villas property received
 - ii. Coordinating easement D32-093 (Dixon – Cassablanca)
 - iii. Coordinating route through Turkey Run/ Inspiration Drive; Easement negotiations resumed with owner of Lot 2 in Turkey Run; draft easement sent to owner for review
 - I. Project will be bid once easements obtained

- f. *SR 44 Forcemain – Decommissioning of the Continental Country Club WWTF*
 - i. DB Civil - \$3,434,899
 - i. NTP – October 16, 2023
 - ii. Final Completion – May 13, 2024
 - iii. CM approved Change Order to August 23, 2024; delay due to FDOT roadway project
 - iv. SR 44 forcemain component nearing completion
 - v. Construction Progress – 85%
 - vi. Pay Application No. 8 in the amount of \$271,111.83 approved at the August 26th Commission meeting

3. City Projects (Other)

- a. *Wildwood Community Center 2nd Floor Rehab*
 - i. Public Works Staff completing the installation of cubicles for Parks and Recreation Staff on 2nd Floor
 - ii. Furniture purchase from Ernie Morris approved at the July 8th Commission meeting
 - iii. Construction progress – 50%

- b. *Millennium Park Phase I and II*
 - i. Commission approved project in CIP for FY 25
 - ii. CPH finalizing design and preparing bid specifications
 - iii. Coordination with Parkview for Joint Stormwater/Reuse pond:
 - i. Coordinating lighted pathway and new tie-in location around the joint pond
 - i. Finalized electrical design of the fountain
 - ii. Commission approved Juliette's project contractor to complete the installation at the July 8th Commission meeting
 - ii. CPH designing a pedestrian bridge and the tie-in location on the City side
 - iii. Staff and CPH reviewing Change Order pricing for fountain installation and electrical work
- c. *Dr. Martin Luther King Jr. Park Recreation and Outreach Center*
 - i. OLC Design contract approved at the 5/22 City Commission meeting
 - ii. Design progress – OLC preparing 60% design documents
- d. *Public Works Annex – The Villages*
 - i. Design work awarded to OLC at the July 8th City Commission meeting
 - ii. OLC has started design activities
 - iii. Design funded in FY 25
- e. *Police Substation – The Villages*
 - i. RFQ published for design work
 - ii. Responses due August 15, 2024
 - iii. Selection Committee current reviewing submittals
 - iv. Design funded in FY 25
- f. *Downtown Master Plan Related*
 - i. Coordinating with FDOT on Complete Streets Project
 - i. Development Services Department working directly with FDOT on Complete Street application
 - i. Included in FDOT's 5 Year Work Plan
 - ii. Project may require a 50% match
 - iii. Coordinating grant submission
 - ii. CSX Coordination
 - i. Meeting held CSX Real Estate team on July 15th
 - ii. City reviewing conceptual screen layout proposed by KHA
 - iii. Shared Compactor – Waste Management

- i.* Working with Waste Management, and KHA on dumpster enclosure and consolidation for downtown businesses;
 - ii.* Compactor design approved; developing architectural design for City Commission consideration
 - iv.* Christian Worship Center
 - i.* Commission moved to demolish the building and obtain an architect for conceptual design options
 - v.* The Railyard
 - i.* Site plan scheduled for Planning and Zoning Board in October; City Commission October 28, 2024
 - ii.* City Attorney coordinating real estate closing for the end of October
 - vi.* Parking Garage
 - i.* Construction Progress – 95%
 - ii.* Pay App. No. 7 in the amount of \$179,170.93 approved at the August 26, 2024 Commission meeting
 - iii.* TCO approved by Sumter County
 - iv.* Ribbon Cutting ceremony and official garage opening occurred September 13, 2024 @ 9:00am

4. City Road and Drainage Projects

- a.* FY 24 Pavement Activities
 - i.* Updating Pavement Management Plan
 - i.* Commission to consider awarding project to Mott MacDonald at the September 23, 2024 City Commission meeting
- b.* Oak Grove Village Drainage Improvement
 - i.* Property acquired to facilitate drainage project; trailer removed
 - ii.* Geotechnical work is underway; survey work is completed
 - iii.* Seeking grant funding
 - iv.* Commission to consider moving forward with the project at the September 23, 2024 City Commission meeting
- c.* Signature Drive and Clay Drain Road
 - i.* PES adopted by the City Commission on October 11, 2021
 - ii.* FDOT permit comments received
 - iii.* SWFWMD permit obtained
 - iv.* Project to be broken out into phases (Signature Drive/SR 44 and Clay Drain Road/US 301); KHA Proposal for additional design, permitting,

and bid administration services to be considered at the August 12, 2024 City Commission meeting

- i. Signature Drive Phase included in the FY 25 CIP
- ii. Clay Drain Road Phase included in later years
 - i. Meeting with KHA and City attorney held on July 18th to discuss process for property acquisition; awaiting City Attorney input on process

d. *Jackson Street (Utilities, Roadway, and Drainage)*

- i. Design complete; ready to bid
- ii. Project included in FY 25 CIP
- iii. KHA Proposal for bid and construction administration services to be considered at the August 12, 2024 City Commission

e. *Barwick Street Improvements:*

- i. Under design
- ii. Closed on the acquisition of the pond property on March 8th
- iii. KHA incorporating stormwater pond into design
- iv. City and KHA to discuss FDR design options
- v. Second pond (near Osceola Rd.)
 - i. Property Swap Agreement for 602 Osceola approved at the September 9, 2024 City Commission meeting
 - ii. City Attorney coordinating acquisition of 2nd property
- vi. Project included in FY 26 CIP

f. *Huey Street Improvements (Old Water Line, Roadway, Drainage)*

- i. Project awarded to Art Walker Construction
- ii. Construction Progress – 30% complete
- iii. Substantial Completion – 8/7/2024
- iv. Final Completion – 8/21/2024
- v. Pay App. No 2 in the amount of \$152,873.22 approved at the August 26, 2024 City Commission meeting
- vi. Water main tie-ins complete; FDEP clearance to be received Week of September 2, 2024
- vii. Stormwater materials received and being installed