



# Martin County Board of County Commissioners



## FY 2020 Adopted Budget



**I – Overview**

Budget Message .....I-1  
 Martin County Organizational Chart ..... I-17  
 County Commissioners & District Map ..... I-18  
 Martin County Profile/Statistical Info ..... I-20  
 Basis of Budgeting..... I-28  
 Budget Process ..... I-29  
 Budget Process Timeline ..... I-30  
 Budget Amendments/ Transfer Process ..... I-31

**II – Financial Summary**

**Total Budget**

Department/Fund Matrix ..... II-1  
 County Budget Totals/Description ..... II-2  
 Budget Summary By Fund ..... II-4  
 Fund Balance ..... II-5

**Revenues**

Sources of Revenue ..... II-8  
 Ad Valorem ..... II-9  
 Millage Comparison ..... II-10  
 Millage Analysis BOCC ..... II-11  
 Millage Analysis All Taxing Authorities ..... II-12  
 Typical Tax Bill ..... II-13  
 State Shared Revenue ..... II-14  
 Local Sales and Use Taxes ..... II-15  
 Charges for Services & Miscellaneous Revenues .. II-18

**Expenditures**

Total Expenditures ..... II-19  
 Department Expenditures within Fund Structures ... II-20  
 Expenditure Summary by Program ..... II-21  
 General Fund Expenditures/Revenue Sources ..... II-23  
 General Fund Ad Valorem Expenditures/ General  
 Fund Reserves ..... II-24

**Personnel**

Personnel Summary ..... II-25

**Debt**

Debt Management ..... II-28  
 Debt Approval Process ..... II-32

**TIP**

Technology Investment Plan ..... II-33

**III. Fiscal Policy**

Fiscal Policy ..... III-1

**IV – Budget By Department**

**Guide to Department Pages** ..... IV-1

**A. Administration**

Administration Division ..... A-5  
 Office of Management & Budget ..... A-8  
 Commission ..... A-11  
 Human Resources & Risk Management ..... A-13  
 Purchasing ..... A-16  
 Communications ..... A-18  
 Community Services ..... A-20  
 Veterans Services ..... A-22  
 Social Services ..... A-24  
 Substance Abuse Treatment Assistance ..... A-26  
 Office of Tourism and Marketing ..... A-29  
 Medical Services ..... A-32  
 Housing ..... A-34  
 Legislative ..... A-36

**B. Airport**

Administration ..... B-5  
 Operations ..... B-8  
 Customs ..... B-11

**C. Building**

Administration ..... C-6  
 Permitting / Inspections ..... C-8  
 Licensing ..... C-12  
 Code Enforcement ..... C-14

**D. Capital Improvement Plan**

Public Buildings ..... D-7  
 Coastal ..... D-8  
 Libraries ..... D-9  
 Parks ..... D-10  
 Stormwater Management..... D-12  
 Public Transportation ..... D-13  
 Ecosystem Management..... D-14  
 Roads ..... D-15  
 Office of Community Development ..... D-17  
 Solid Waste ..... D-18  
 Airport ..... D-19  
 Utilities ..... D-20  
 Fire Rescue ..... D-21  
 Corrections ..... D-22  
 Golf ..... D-23  
 Miscellaneous ..... D-24

**E. Commission MSTU**

..... E-1

**F. Office of Community Development**

..... F-1  
 Community Redevelopment Administration .. F-4



**IV – Budget By Department (cont)**

**G. County Attorney** ..... G-1  
County Attorney Operations ..... G-5

**H. Fire Rescue** ..... H-1  
Emergency Management ..... H-5  
Nuclear Planning ..... H-8  
Fire Rescue Communications ..... H-10  
Ocean Rescue ..... H-12  
Fire Prevention ..... H-15  
Fire Rescue Administration ..... H-18  
Operations ..... H-22  
Fleet Services & Logistics ..... H-26  
Special Operations ..... H-28

**I. General Services** ..... I-1  
Administration ..... I-6  
Countywide Building Repair and Maintenance.. I-9  
Countywide Utility and Contract Management I-13  
Sheriff Building Repair and Maintenance ..... I-14  
Sheriff Utility and Contract Management ..... I-17  
Vehicle and Equipment Repairs ..... I-18  
Light Vehicle Replacement..... I-20  
Courthouse/COB Building Maintenance..... I-22

**J. Growth Management** .....J-1  
Administration .....J-5  
Comp Planning .....J-8  
Development Review .....J-11  
Environmental ..... J-15

**K. Information Technology Services** ..... K-1  
Administration ..... K-6  
Data Center Services ..... K-8  
Application Management Services ..... K-9  
Technical Management Services ..... K-12  
Communication Services ..... K-14  
Document Management Services ..... K-17  
Radio Services ..... K-18  
Project Management Services ..... K-19

**L. Library System** ..... L-1  
Administration .....L-5  
Public Services ..... L-8

**M. Non-Departmental** ..... M-1  
Non-Departmental Program ..... M-9  
Risk Management ..... M-12  
Economic Development ..... M-13  
Grants & Aid / Service Contracts ..... M-14  
Debt Service ..... M-15  
Budgeted Transfers ..... M-16  
Reserves ..... M-19

**N. Parks & Recreation** ..... N-1  
Parks Administration ..... N-5  
Parks Operations ..... N-7  
Indian Riverside Park Admin ..... N-11  
Recreation Programs ..... N-14  
Recreation Grants ..... N-18  
Cooperative Extension Services ..... N-20  
Phipps Park ..... N-22  
Sailfish Splash Waterpark/Pool ..... N-25  
Golf Course Operations ..... N-29

**O. Public Works** ..... O-1  
Administration ..... O-7  
Traffic Engineering ..... O-9  
Transportation Planning (MPO) ..... O-13  
Transit ..... O-16  
Surveying ..... O-19  
Capital Projects ..... O-22  
Ecosystem Restoration & Management ..... O-26  
Development Review ..... O-30  
Stormwater Maintenance Program ..... O-34  
Field Operations ..... O-38  
Mosquito Control ..... O-42  
Coastal Management ..... O-46  
Real Property .. O-49

**P. Technology Investment Plan** ..... P-1  
Administration ..... P-6  
County Attorney ..... P-7  
Information Technology Services ..... P-8  
General Services ..... P-9  
Library ..... P-10  
Parks and Recreation ..... P-11  
Building Department ..... P-12  
Growth Management ..... P-13  
Water Quality ..... P-14  
Public Works ..... P-15  
Community Development ..... P-16  
Airport ..... P-17  
Utilities and Solid Waste ..... P-18  
Fire Rescue ..... P-19  
Clerk of Circuit Court ..... P-20  
Property Appraiser ..... P-21  
Sheriff ..... P-22  
Supervisor of Elections ..... P-23  
Constitutional Officers' TIP Maintenance .... P-24  
Miscellaneous ..... P-25  
Technology Infrastructure ..... P-26



**IV – Budget By Department (cont)**

**Q. Utilities / Solid Waste** ..... Q-1  
Administration ..... Q-5  
Transfer Station Operations ..... Q-9  
Pump Out Boat ..... Q-12  
Construction and Debris ..... Q-14  
Technical Services ..... Q-18  
Customer Service ..... Q-22  
Maintenance - Water ..... Q-25  
Maintenance- Sewer ..... Q-29  
Treatment - Water ..... Q-33  
Treatment - Sewer ..... Q-37  
Long-term Care ..... Q-40  
Renewal & Replacement ..... Q-43  
Water/Sewer Assessment Improvement ..... Q-45  
Hazardous Waste ..... Q-47

**R. Constitutional / Judicial / State Agencies** ..... R-1

**Clerk of the Circuit Court and Comptroller** ..... R-2

**Property Appraiser** ..... R-7

**Sheriff** ..... R-12  
Law Enforcement ..... R-14  
Corrections ..... R-15  
Judicial ..... R-16

**Sheriff Non-Departmental** ..... R-17

**State Judicial / State Agencies** ..... R-20

**Supervisor of Elections** ..... R-24  
Elections ..... R-29  
General Elections ..... R-31  
Elections – Capital & Voter Education/Training ..... R-34

**Tax Collector** ..... R-35

**V – Capital Improvement**

Capital Planning Process ..... V-1  
Capital Revenue/Expenditure Summary ..... V-6  
Origin of a Capital Project ..... V-8  
Capital Improvement Plan Process ..... V-9  
FY20 Capital Projects Summary ..... V-15

**VI – Glossary**

Glossary / Acronyms ..... VI-1



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Martin County Board of County Commissioners  
Florida**

For the Fiscal Year Beginning

**October 1, 2018**

*Christopher P. Morill*

Executive Director



# MARTIN COUNTY

## BOARD OF COUNTY COMMISSIONERS

2401 S.E. MONTEREY ROAD • STUART, FL 34996

<b>DOUG SMITH</b>	Commissioner, District 1	<b>TARYN KRYZDA, CPM</b>	County Administrator
<b>STACEY HETHERINGTON</b>	Commissioner, District 2	<b>SARAH W. WOODS</b>	County Attorney
<b>HAROLD E. JENKINS II</b>	Commissioner, District 3		
<b>SARAH HEARD</b>	Commissioner, District 4	<b>TELEPHONE</b>	(772) 288-5400
<b>EDWARD V. CIAMPI</b>	Commissioner, District 5	<b>WEBSITE</b>	<a href="http://www.martin.fl.us">www.martin.fl.us</a>

This document may be reproduced upon request in an alternative format by contacting the County ADA Coordinator (772) 320-3131, the County Administration Office (772) 288-5400, Florida Relay 711, or by completing our accessibility feedback form at [www.martin.fl.us/accessibility-feedback](http://www.martin.fl.us/accessibility-feedback).

October 1, 2019

Honorable Members of the Martin County Board of County Commissioners  
2401 SE Monterey Road  
Stuart, FL 34996

**Subject: Fiscal Year 2020 Adopted Budget Message**

Dear Commissioners:

As required by Florida Statutes 125.74(d), I am submitting for your consideration and adoption, the Fiscal Year 2019-2020 (FY20) Adopted Budget. This budget is balanced and provides a sound financial plan focusing on public safety, quality of life, and providing the services our community expects in the most efficient and effective manner possible.

The FY20 Adopted Budget was developed based upon Board of County Commissioners (BOCC) directives and prior considerations. This budget provides for the implementation of the BOCC's Strategic Goals as well as legislative and other established priorities. The focus this year, as in past years, was primarily on the implementation of a comprehensive program to address Martin County's deferred maintenance needs for infrastructure including roads, bridges, drainage; maintaining County facilities; and a septic-to-sewer conversion program for those communities and neighborhoods where continued use of septic systems negatively impacts our water quality. In a continuation of an initiative started last year, we are committed to investing in our neighborhoods by ensuring projects are comprehensive and addressing infrastructure in a holistic approach by combining various department resources and funding allocations.

Following the economic downturn, the County has seen relatively modest increases in the tax base. For the FY20 Adopted Budget, the tax base was compromised with the removal of \$350 million of taxable value from a retired coal-burning electricity generating plant located in Indiantown. Departmental budgets reflect each division's needs with any new or enhanced levels of service reflected accordingly. Increases that could not be avoided or absorbed within the operational and capital budgets include: materials and supplies costs; contracted services; Florida Retirement System (FRS) employer contributions and additional staffing - noted within each department's budget as a "Significant Change."

The population growth for Martin County was 2% last year and less than 2% for many years prior, yet the County has experienced a much larger percentage increase in the demand for services. There are significantly more patrons utilizing County libraries, beaches, and parks. This increase in use is impacting the FY20 budget with the addition of personnel for ocean rescue, library services, and park maintenance. The additional ocean rescue staff (two positions) will bring the staffing level back to the same level it was in 1990. Library services is requesting two

additional positions to ensure adequate staffing at all six branches (including the main library). Due to the increased activity at County beach facilities, and to ensure each facility is effectually maintained, an additional position for park maintenance is included in the budget.

To address customer service needs positions have been added for transit, utilities and administration. Other positions included in the FY20 Adopted Budget are conversions of contracted services to full time employees. In some instances, there may be a slight cost increase, but the stability and investment in the individuals being employed rather than contracted will reap a greater benefit.

For many years, Martin County has faced water quality issues, with some years being much worse than others. Taking the lead as good stewards of our own land and stormwater treatment areas the BOCC directed staff to begin the process of eliminating the County's use of the chemical glyphosate (Round-up) on County properties. This impacts operations in numerous ways and increases the budget due to the need for more costly chemicals, additional mechanical removal techniques, and the loss of grant funding. Another action taken to improve the environment was to adopt a voluntary reduction of single-use plastic straws and polystyrene. The County has also assumed a very active role in protecting our coral reefs, a vital piece of our environment and coastal health.

Another major impact to the budget is due to a large increase in Capital Improvement Projects, primarily for utility water/wastewater projects. With almost \$14 million in septic-to-sewer conversions and more than \$6 million for water services via assessments, the total increase is significant, funded primarily by those residents who are benefiting from the services.

The County is value and service driven, striving to provide the level of service that is not only expected, but in some instances demanded. To retain and attract a talented workforce, salary adjustments are included in the FY20 Adopted Budget. Training and education increased in some departments to ensure an adequate skill-set for the County's operational needs. With the modest increase in the County's tax base, other operational increases impact the total tax rate by 3.2% over last year. Each department strives to demonstrate responsible stewardship of County resources, and requests for additional funding for programs and services were thoroughly reviewed prior to inclusion in the FY20 Adopted Budget.

This budget would not have been possible without the effort, energy, talent, and commitment of the County's Department Directors, Executive Team, and many dedicated staff members. I also wish to thank the Office of Management and Budget staff for the many diligent hours that they devote to shaping and developing this budget.

I am honored and privileged to serve you, County staff, and the citizens of Martin County and I am truly grateful to you for placing your trust in me and my team. I want to particularly express my appreciation to the Board of County Commissioners in providing direction and allowing me the opportunity to lead them through the development of the FY20 Adopted Budget.

Respectfully submitted,



Taryn G. Kryzda  
County Administrator

## Budget Overview

### Introduction

The FY20 Adopted Budget continues to address aging infrastructure and facilities. Martin County has remained financially strong and received a AA bond rating from Standard & Poor's Rating Services on the latest bond issue. The County's low debt ratio per-capita, strong reserves and conservative fiscal policies contribute to the positive credit rating. This budget, as in prior years, was developed with specific goals and objectives:

- Fully funding the Sheriff and other Constitutional Officers' budgets,
- Maintaining existing service levels for residents,
- Focusing on the health, safety and welfare of residents and visitors,
- Addressing both internal and external services and efficiencies,
- Consideration of the BOCC's policy directives,
- Addressing maintenance and rehabilitation of facilities,
- Investing in our employees,
- Providing a sound self-insured fund for health insurance; and
- Maintaining reserves.

Each department request is provided with line-item detail and explanations within various summations.

### Strategic Goals and Legislative Strategies

The following are the Strategic Goals of the BOCC:

- **Regional Issues:** Martin County shall work with all governments and across county lines to advocate for projects of regional interest.
- **Board Planning:** Martin County shall review its planning and development efforts to ensure that it maintains quality residential and non-residential uses, protects natural resources, and enhances economic development in a fiscally conservative manner.
- **Infrastructure and Project Priorities:** Martin County shall maintain its infrastructure in an efficient, cost-effective manner to ensure public facilities serve county residents' needs.
- **Internal Policies and Procedures:** Martin County shall continue to refine its internal policies and procedures to ensure that it achieves the highest level of efficiency and accountability for its use of taxpayer monies.
- **Economic Development:** Martin County shall continue efforts to support economic diversification of its local economy.

In addition to Strategic Goals, the BOCC establishes legislative strategies at the state and federal level. The BOCC partners with other counties to establish legislative priorities and strategies to ensure there is a focus on a handful of issues. At the state level, the County has requested appropriations for the septic to sewer "Connect to Protect" program, as well as funding a stormwater treatment area, a biosolids pilot program, and construction and operation of two mooring fields. The BOCC also requested state funding to buy a large area of land for conservation (PalMar), dedicated funding for Indian River Lagoon South projects, and dedicated funding for beach nourishment projects. In addition to funding requests, the BOCC supported collaboration with partners on establishing a multimodal corridor on US27, the Community Redevelopment Agency (CRA) maintaining its statutory authorities, funding for arts and culture in Florida, dedicated funding for the Southeast Florida Coral Reef Tract, and continued research on blue-green algae by Harbor Branch Oceanographic Institute. The BOCC also supported the state allocating funding to the St. Lucie River Issues Team and Loxahatchee River Preservation Initiative, both of which fund various projects to improve and enhance water quality.



On a federal level, the BOCC adopted policy statements on the following: Natural Resources, Environment & Tourism, Growth Management & Community Redevelopment, Transportation & Infrastructure, Finance, Tax & Economic Development, Health & Human Services, Mental Health & Substance Abuse, Homelessness, Public Safety and Juvenile Justice. Each policy statement provides a correlating statement of support to demonstrate the County's awareness of the issues, and how assistance could be provided at the federal level.

South Florida's ecosystem is an integral component of our natural resources and must be protected. Martin County is committed to protecting the environment and advocating for projects at the state and federal level that will make a difference to our precious ecosystems.

### **Priorities and Issues Influencing the Budget**

#### **Priorities**

The BOCC is committed to our environment and maintaining the quality of life our residents have come to expect' understanding that the value of such makes Martin County not only unique, but very special. To address concerns about the pollution of our lagoon and rivers, the Board adopted a septic to sewer program to begin the process of converting over 10,000 septic systems over the next 10 years. The program includes a County contribution of a dedicated amount, seeks grant opportunities and provides low-interest financing for property owners.

Full funding for budget requests from the County's Constitutional Officers (Clerk of the Circuit Court & Comptroller, Property Appraiser, Sheriff, Supervisor of Elections and Tax Collector), the County's Medical Examiner, and Court Administration are included in the FY20 Adopted Budget. In addition, other operational increases requiring ad valorem are included with a focus on investing in employees and maintaining a fully funded health insurance program. Another personal services increase is due to the increase in Florida FRS employer contribution rates, established by the State.

The Board continues to focus on aging infrastructure and facilities. The FY20 Adopted Budget includes additional ad valorem for increases in landscape maintenance contracts, enhanced facility maintenance, and traffic safety. Additional ad valorem is requested for the BOCC's Technology Investment Plan (TIP) to ensure existing technology is up-to-date and to replace obsolete technology. Beginning the process of elimination of glyphosate (Round-up) impacts the FY20 Adopted Budget two-fold: costs of maintenance contracts using contractors for aquatic management increasing due to the need for more expensive chemicals and the County dedicating additional resources for mechanical removal.

#### **Issues**

In the past five years, there has been a perceptible improvement in a wide range of financial indicators; however, this follows a period of seven years of a very weak and uncertain economy. Economic indicators for the State of Florida and the local region have continued to be favorable as this budget was being drafted. The County diversifies revenue sources as much as possible. Utilization of ad valorem (property) taxes is a major source of revenue to fund County operations, capital projects and programs. Ad valorem taxes are assessed and applied to taxable values and the amount of ad valorem required to fund the FY20 Adopted Budget establishes the property tax rates. The FY20 Adopted Budget has been prepared with the July 1 taxable values as provided by the Martin County Property Appraiser. The July 1 taxable values reflect an overall increase to the County's tax base of 3.16%. The County's total taxable values are \$22.7 billion, compared to last year's final values of \$22.0 billion. The increase in the taxable values generates approximately \$6.4 million in new ad valorem for countywide revenue when applying the tax rate from FY19. The FY20 Adopted Budget reflects a tax rate increase to provide approximately \$16.6 million of new ad valorem to the budget. When Indiantown incorporated, the goal was to have the County collect the necessary ad valorem for Fire Rescue services. A glitch bill was introduced in the last legislative session clarifying intent and authorizing the County to proceed with collecting ad valorem taxes for the

Fire Rescue Municipal Services Taxing Unit (MSTU), adding almost \$6 million of the \$16.6 million reflected above. The total additional ad valorem proposed for the FY20 Adopted Budget includes the following allocations:

**Operational Increases Necessary to Meet Level of Service:**

To fully fund the Constitutional Officers' budget requests, \$4.2 million in new ad valorem was added. Within each department are specific requests for operational increases that either are a result of current economics (increase in pricing) or providing an enhanced level of service requiring the allocation of \$800,000 in additional ad valorem.

**State Mandates or Contractual Agreement Increases:**

The County has contracts to provide numerous services that the County would be obligated to provide if the contracts were not in place. The following contracts require an increase: Florida Power & Light (FP&L) Tangible Personal Property (TPP) Grant (\$665,000) and union contract salary adjustments (\$1.9 million). The County's Community Redevelopment Areas (CRAs) and the CRA for the City of Stuart will require an increased level of funding estimated to be a total of \$730,000. The State Retirement System has increased the employer's contribution rate which will require \$202,000 in additional ad valorem. The County has debt service agreements to fund previously approved capital projects that will require an additional \$559,000. Additional obligations approved in FY19 for Martin County Golf Course renovations and building renovations will be roughly \$992,000 in new ad valorem as other dedicated revenues will be used for the debt service and ad valorem allocated to provide an adequate level of funding.

**Capital Investments:**

The County's Capital Improvement Plan (CIP) was reviewed and tentatively approved by the Board in April 2019. A major component impacting the FY20 capital budget is septic-to-sewer conversion projects and providing water services to neighborhoods upon request. The funding for these projects varies. The septic-to-sewer conversion project funding is a combination of dedicated County revenue, grants (when available), assessments to the property owner, which will include low-interest financing through the State Revolving Fund (SRF), and some utility franchise fees. This combined approach is an effort to keep the cost per property as affordable as possible. Areas presently targeted for the program are those that impact our waterways the most. In the FY20 Adopted Budget, the Golden Gate neighborhood (\$12 million), Port Salerno/New Monrovia Area (\$1.1 million), and Old Palm City (\$770,000) are the projects identified. The major water utility projects proposed are the Dixie and Cove Road force-main (\$5.2 million), a water assessment project for the Evergreen County Club and Windstone neighborhoods (\$3.8 million) and a water assessment project for the Beau Rivage neighborhood (\$2.5 million).

In addition, the Board tentatively approved increased ad valorem funding levels for projects that will address maintenance needs and projects that are necessary to provide adequate facilities for the Sheriff and Clerk of the Circuit Court and Comptroller (Clerk). Maintaining existing facilities in the CIP includes elevator repairs (\$150,000), countywide heating, ventilation and air-conditioning (HVAC) replacements (\$550,000), courthouse chiller and HVAC controls (\$280,000), courthouse complex public ingress/egress (\$125,000), courthouse security hardening and refurbishment (\$250,000), Indiantown Health Department HVAC (105,000), roof for the Sheriff's Administration Building (\$480,000) and HVAC replacement for the north wing of the jail facility (\$300,000). The County is responsible for providing and maintaining adequate space for the elected Constitutional Officers (Clerk, Property Appraiser, Sheriff, Supervisor of Elections and Tax Collector). There are two projects planned to address Constitutional Officer needs: refurbishing an area at the courthouse facility to provide the Clerk with additional evidence storage (\$675,000) and improvements to the Sheriff's gun range (\$225,000).

The FY20 Adopted Budget provides adequate funding to address employee salaries and benefits. Salary adjustments are placed into reserves until the Board approves the budget. Once approved, monies are then transferred into each respective line item and expended accordingly. This proposed budget includes monies in

restricted reserves for salary adjustments. The monies included are based upon existing labor contracts and consideration of salary adjustments for those employees that are not covered by a labor contract.

Providing services to the community is the County's primary role. The BOCC provides services to 87% of the county; every effort is made to continue to provide services in the most efficient manner possible. Existing resources cannot absorb the recurring maintenance costs when a new facility or infrastructure is added to the County's inventory. The BOCC began to address major maintenance needs starting in FY17 and incrementally each year thereafter. The FY20 Adopted Budget maintains that level of funding for maintenance and provides additional maintenance funding to address areas that have been inadequately funded in the past. Health, safety, and the services that improve quality of life and protect the welfare of the public are a priority. The requested additions for the FY20 Adopted Budget are based upon prior BOCC direction, state mandates, and departmental assessments of their priorities. The FY20 Adopted Budget includes 22 additional Full Time Equivalents (FTEs). Of the 22 FTEs, eight are conversions from contracted services and of the 14 remaining, six of those positions are funded with fees.

The County continues to experience an increase in the cost of providing health insurance coverage for employees. The County provides a self-insured health insurance program which has seen annual increases due to the rising cost to provide health care. Increases have remained fairly modest over the past few years as the Employee Wellness Clinic has reduced health care costs and prevented major expenditures. Those employees that participate in the County's health insurance program will have a 5% increase in their premium contributions.

#### **Millage Rate and Impact on Taxes**

Millage is the rate used to calculate ad valorem, the amount of property taxes to be levied. One mil equals one dollar for every thousand dollars of taxable property value. The County's taxable value (tax base) is \$22.6 billion; one mil generates \$22.6 million. Florida Statutes provide the mechanism and process by which taxing authorities levy ad valorem. There is a 10-mil cap for the countywide millage rate. Martin County has Municipal Service Taxing Units (MSTUs) which have a 10-mil cap when combined. In prior years, the County would establish a combined millage rate (countywide and MSTUs together) to provide a more balanced overall tax rate comparison. In 2018, residents in western Martin County, referred to as Indiantown, incorporated. This newly formed municipality established the Village of Indiantown (Village). The incorporation does not affect the County in calculating the countywide millage rate, but it did impact the MSTU's combined millage for FY19 and FY20. The MSTUs were established to provide ad valorem funding to the unincorporated area of Martin County for fire rescue services, parks, roads, and stormwater maintenance. The Village decided to maintain the parks, roads, and stormwater facilities. The County worked with the Village to transfer road and stormwater assets and is still in a transitioning phase for parks and other assets in their boundary. With the 3.16% increase in the taxable value and additional requests previously identified, the FY20 Adopted combined tax rate is proposed at 10.2770 mils (millage for countywide is 6.6928 and the MSTUs are 3.5842). This Adopted combined millage rate is 3.2% higher than the FY19 adopted combined tax rate of 9.9584. If the FPL coal plant had not been decommissioned removing roughly \$350 million from the FY20 tax base, it is possible a tax increase could have been avoided. In Martin County, roughly 72,000 properties are residential, and of those 72,000 properties, roughly 43,600 claim homestead and other exemptions. This is an important factor, since the just value for properties in Martin County is greater than \$32 billion, yet the County can only assess taxes on a tax base of \$22.7 billion, since more than 31% of the total tax base is exempt from the taxable value calculation.

The impact on taxes and the individual taxpayer is dependent upon many factors. The average single family residential taxable value provided by the Property Appraiser is \$261,960 with a \$50,000 homestead exemption, for an assessed taxable value of \$211,960. Based upon the FY19 combined adopted millage of 9.9584 and Adopted

FY20 combined millage of 10.2770, a typical taxpayer in Martin County would experience the following for the County’s portion of taxes:

FY19 Taxes Paid for Average Single Family Homestead	\$2,110.78
FY20 Taxes Paid for Average Homestead	\$2,178.31
Difference FY19 to FY20	\$67.53
Percentage change	3.2%

The structure of the homestead exemption, established by the Save Our Homes Amendment, allows for an increase in the homestead assessed value when the assessed value is less than market value and can be indexed by the Consumer Price Index (CPI) or 3%, whichever is less. Most homestead residents in Martin County will see an increase in assessed value of 1.9%. This rate of increase has been pre-determined by the State and will be used by all property appraisers.

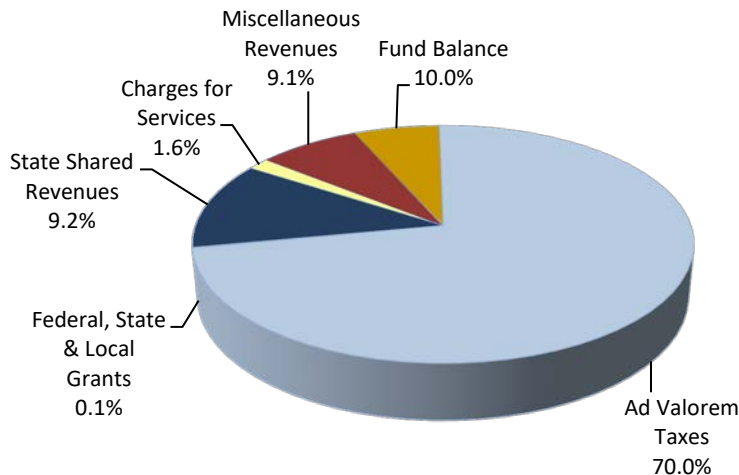
**Fund Structure Analysis**

The budget must be balanced; revenues are equal to expenditures. The total FY20 Adopted Budget is \$498,245,971. Line item detail is established for revenues and expenditures to conform to Governmental Accounting Standards Board (GASB), General Accepted Accounting Practices (GAAP), and Florida’s Uniform Accounting System (FUAS) for counties. Adhering to these established standards creates consistency in financial reporting. Governmental entities are required to have proper separation and accountability of resources. The \$62.7 million net budget increase is a combination of addressing operational budget requests and capital projects.

To maintain appropriate separation, the budget is comprised of more than 100 funds. For accounting purposes and to simplify the information, the funds are categorized into eight groups by the type of funding. The General Fund is the major operating fund for countywide (including the incorporated areas) operations (Administration, Legal, Information Services, Library, Parks and Recreation, Public Works, Emergency Services, Building Maintenance, Constitutional Officers, and Court System). Special Revenue Funds are for a specific purpose that is provided only to the unincorporated areas: Fire Rescue, Park Maintenance, Growth Management, Public Works, Building Department, etc. Grant, Debt, and Capital Project Funds are self-explanatory as to their primary purpose. Enterprise Funds are those operations that are funded by a fee that fully supports the services provided; Utilities, Solid Waste, Golf Course, and Airport Operations are all enterprise funds. The Internal Service Fund reflects the County’s self-insured activities as well as the internal maintenance activities for vehicles and equipment. Trust and Agency Funds are very specific as to their use with the largest fund in that category being the CRA Trust Fund. Some departments have multiple funding types. Table 1 summarizes the total budget appropriation by the established fund categories:

**Table 1: Summary for All Funds by Type of Fund**

Fund	2016 Adopted Budget	2017 Adopted Budget	2018 Adopted Budget	2019 Adopted Budget	2020 Adopted Budget
General	\$129,922,520	\$134,383,641	\$143,032,747	\$146,895,226	\$165,967,583
Special Revenue	86,450,543	98,620,820	103,978,233	108,559,029	118,735,097
Grant Revenue	757,973	698,214	777,776	714,074	2,656,099
Debt Service	8,220,621	5,179,321	5,162,393	7,730,603	7,780,499
Capital Projects	27,859,853	32,070,238	34,064,589	34,665,418	35,534,015
Enterprise	90,365,261	102,111,006	116,386,083	105,234,734	134,095,427
Internal Service	24,284,877	24,538,753	25,122,342	28,109,515	29,343,403
Trust & Agency	2,871,980	2,385,648	3,911,531	3,636,002	4,133,848
<b>TOTAL</b>	<b>\$370,733,628</b>	<b>\$399,987,641</b>	<b>\$432,435,694</b>	<b>\$435,544,601</b>	<b>\$498,245,971</b>



**Figure 1**

**General Fund**

The General Fund is the largest countywide fund representing more than one-third (33.3%) of the total budget. The total for FY20 is \$165,967,583. Funding for operating costs related to parks, libraries, courthouse, Sheriff, facilities, information technology, and other County services comes primarily from this fund. The General Fund has numerous sources of revenue, the greatest being from ad valorem taxes. Fund balance in this fund represents the County's Restricted Reserves for operating expenditures. Figure 1 provides the detail for various sources of General Fund revenue.

A more detailed description of each category of revenue is provided in the Financial Summary section of the budget book. Appropriations in the General Fund represent an increase of \$19 million from the previous year. The increase is primarily due to full allocation of funding for the Constitutional Officers' (\$4.2 million) budget requests. Allocation of dedicated funding for the septic to sewer conversions (\$4.0 million), additional personnel and operational increases (\$4.6 million) and debt service obligations (\$1.4 million) are the primary reasons for the increase in the fund total.

**Special Revenue Funds**

Special Revenue Funds represent funding from specific revenue sources that are restricted or committed to expenditures for specified purposes, other than debt service or capital projects, within the unincorporated area of the County. County departments reflected in this category are: Growth Management, General Services, Building and Permitting, Fire Rescue, Parks and Recreation, Public Works (stormwater and road maintenance). The total of all the various special revenue funds equates to approximately 23.8% of the total budget. The \$9.7 million

increase in the total of all funds includes a combination of factors: increase of Building Department Operations Reserves (\$1.8 million), Fire Rescue MSTU increase in retirement rates and salary adjustments (\$1.5 million), anticipated increase in building inspection and permitting (\$1.0 million), debt service (\$900,000), FPL Tangible Personal Property grant from the MSTUs (\$663,000), impact fee allocation for capital projects (\$558,000), increase in operational costs for elimination of glyphosate (\$471,000), traffic safety (\$350,000), and an anticipated increase for the County's allocation to the CRA trust funds.

#### **Grant Revenue Funds**

Staff works diligently to obtain as much grant funding as possible to either replace funding that has been lost, enhance current funding, or to provide a new program that would otherwise not be funded. The increase of \$1.9 million is due to appropriations of the County's grant match for a Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) grant. The County applied for and was awarded this \$5 million grant to provide additional funding for fire rescue operations personnel. This grant funded 24 Emergency Medical Technicians (EMTs) and Paramedic/EMTs dedicated to safety staffing and grant funding is phased out over three years.

#### **Debt Service Funds**

Debt Service Funds are established to provide the required funding source for the County's accounting transactions related to debt that has been incurred. These funds represent the principal, interest, and any other required costs on an annual basis. The change of \$49,896 reflects a slight increase in the principal and interest payments for all payments to be made on the County's debt service.

#### **Capital Project Funds**

Capital Project Funds provide countywide funding for the Capital Improvement Program and Public Works (County transportation expenditures paid for with gas taxes) from various capital related revenues and dedicated ad valorem. There is a \$868,597 increase reflected due to allocation of funding for projects that were mentioned within the Capital Investments section of this Budget Overview (Courthouse, county-wide facilities, Sheriff's administration building and the jail).

#### **Enterprise Funds**

Enterprise Funds are those funds that collect fees and provide a direct service to customers. Utilities and Solid Waste, Airport, and the recently added Golf Course are the departments funded by fees and charges for those services provided to residents. In total, the enterprise funds represent 27% of the total budget. The total \$28.9 million increase are for those projects identified in the septic-to-sewer program (Golden Gate, Old Palm City and Port Salerno/New Monrovia) and water and sewer projects (Tropical Farms Treatment Plant and neighborhoods requesting water services) and increasing Utilities and Solid Waste reserves.

#### **Internal Service Funds**

Internal Service Funds reflect activities within County operations that are provided internally to other departments and charged to offset the expense. The largest Internal Service Fund is for the County's self-insurance fund for employee health insurance. Each department is charged for the expenditure, per employee, depending upon the type of coverage the employee has (family or single). The \$1.2 million increase is based upon enrollment and employee contributions being higher in FY20.

#### **Trust and Agency Funds**

Trust and Agency Funds are those funds that have been established under a trust scenario or special agency fund. The source of funding for each fund varies from a donation, contribution, or specific revenue. The Trust and Agency Funds, in total, increased \$497,846 based upon projections for the CRA Tax Increment Financing (TIF) contributions.

## Revenues and Expenditures

County revenue and expenditure categories are established by following the State of Florida Uniform Accounting System Chart of Accounts. All fund categories contain line item details for revenues and expenditures based upon the state guidelines, as previously mentioned. Separation of revenues by type and fund allows for maximum accountability. Revenues that are received from the State are based upon various formulas and can vary from year to year. The State provides estimates which the County takes into consideration when developing the budget. Utilizing the State estimates, prior year actual collections and any other known factor(s) that may impact revenues are all part of the budget development process. Table 2 is a summary of the revenues reflected in the FY20 Adopted Budget:

**Table 2: Summary of Revenues (in \$ millions)**

Revenue Type:	FY17 ADOPTED BUDGET	FY18 ADOPTED BUDGET	FY19 ADOPTED BUDGET	FY20 ADOPTED BUDGET
Ad Valorem Taxes	\$161.3	\$175.2	\$186.4	\$203.8
Local Sales & Use Taxes	10	15.5	10.2	\$10.6
Grants	2.6	3.9	3.8	\$2.2
State Shared Revenue	22.3	22.6	23	\$22.9
Charges for Services	90.3	92.8	94.8	\$98.3
Debt Proceeds	0	0	0	\$21.8
Miscellaneous	38.9	46.4	57.9	\$57.8
Assessments/Impact Fees	3.3	10.5	2.6	\$3.3
Franchise Fees	9.8	9.7	8.4	\$8.0
Fund Balance	61.4	55.8	48.4	\$69.4
<b>Total</b>	<b>\$399.9</b>	<b>\$432.40</b>	<b>\$435.50</b>	<b>\$498.23</b>

Fluctuations between the FY19 Adopted Budget and the FY20 Adopted Budget are as follows (only significant changes are listed):

- Ad Valorem Taxes – The most significant increases are: \$5.9 million for the inclusion of ad valorem to be collected in the fire rescue MSTU with the addition of the Village of Indiantown’s boundary, \$4.2 million to fully fund Constitutional Officers, \$2.1 million for labor contract obligation and salary adjustments and retirement contribution increase, \$1.8 million for operational increases, \$1.1 million debt service obligations, \$730,000 for CRA contribution (County and City), \$665,000 for FPL Tangible Personal Property grant, \$350,000 for traffic safety
- Local Sales & Use Taxes – Slight increase to reflect actual collections,
- Grants – Slight reduction due to the anticipated amount to be received,
- State Shared Revenue – Modest reduction based upon estimates,
- Charges for Services – \$1.4 million for health insurance due to enrollment, employee contribution and medical increases, \$942,000 for anticipated increase in water and sewer services, and \$942,000 for additional garbage collection fees,
- Debt Proceeds – Reflected in the FY20 budget for low interest rate financing (SRF) planned for the septic-to-sewer projects, water utility projects and major neighborhood water projects, primarily Golden Gate

(\$9.6 million), Dixie/Cove Road force-main (\$5.9 million), Evergreen and Windstone neighborhoods (\$3.8 million), and Beau Rivage neighborhood (\$2.5 million),

- Miscellaneous – Slight decrease reflected due to prior year actuals,
- Assessments/Impact Fees – The \$700,000 additional revenues are primarily due to impact fee activity increasing,
- Franchise Fees – Decrease of \$400,000 due to actual receipts in the prior year being lower,
- Fund Balance – There is a \$21 million increase from General Fund Reserves (\$7 million), Utilities and Solid Waste carryforward for capital projects and reserves (\$6.9 million), Building Department operations (\$2.1 million), and designated funds to carryforward for septic to sewer program and other capital projects (\$5.0 million).

An Expenditure Summary is provided in Table 3 to demonstrate a comparison of the County’s adopted budget for FY18 and a comparison of the adopted FY19 to the FY20 Adopted Budget:

**Table 3: Summary of Expenditures**

Expenditure Summary	FY 2018	FY 2019	FY 2020	FY19 to FY20
	Adopted	Adopted	Adopted	Increase/(Decrease)
Salary & Wages	\$58,447,912	\$61,347,414	\$65,970,063	\$4,622,649
Fringes Benefits	25,211,205	27,267,452	29,018,991	\$1,751,539
Contracted Services	60,025,435	54,820,938	57,453,304	\$2,632,366
Travel	300,583	308,270	331,752	\$23,482
Maintenance, Materials, & Other	52,846,342	57,375,141	59,209,419	\$1,834,278
Supplies	7,961,056	7,858,282	8,627,211	\$768,929
Publications & Tuition	823,706	859,231	920,482	\$61,251
Land & Land Improvements	41,810,171	35,274,910	66,062,166	\$30,787,256
Furniture & Equipment	4,160,159	4,865,500	4,989,979	\$124,479
Principal & Interest	15,362,363	20,576,335	22,461,455	\$1,885,120
Grants & Aids	12,276,567	13,620,520	13,226,353	(\$394,167)
Reserves	53,898,668	44,830,559	58,252,147	\$13,421,588
Interfund Transfers	99,311,527	106,540,049	111,722,649	\$5,182,600
<b>TOTAL</b>	<b>\$432,435,694</b>	<b>\$435,544,601</b>	<b>\$498,245,971</b>	<b>\$62,701,370</b>

The increases or (decreases) in FY20 compared to FY19 are as follows (only significant changes are listed):

Salary & Wages – Increase: wage adjustments and additional personnel proposed in the FY20 Adopted Budget,

- Fringes and Benefits – Increase: FRS employer contribution, salary adjustments, additional personnel,
- Contracted Services – Increase: Utilities and Solid Waste garbage collection, disposal costs, construction/demolition processing (\$1.2 million), anticipated impact eliminating glyphosate (\$471,000), landscaping/mowing services (\$311,000), technology obligations (\$275,000),
- Travel – Increase: investing in employees to provide adequate training,
- Maintenance, Materials & Other – Increase: health insurance (\$1.3 million), indirect cost allocation (\$189,000)
- Supplies – Increase: software licensing (\$293,000), infrastructure management device (\$170,000), uniforms and safety items (\$101,000), medical supplies (\$85,000),
- Publications/Memberships & Tuition – Increase: primarily tuition to keep staff adequately trained,
- Land & Land Improvements – Increase: septic to sewer projects (Golden Gate (\$12 million), Port Salerno/New Monrovia (\$1.1 million), Old Palm City (\$770,000), Dixie/Cove Road force-main (\$5.2million), Evergreen/Windstone water (\$3.8 million), Tropical Farms Water/Wastewater Treatment Plant (\$3.6



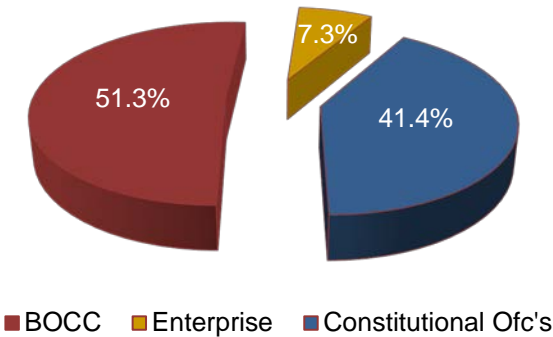
million), Beau Rivage Water (\$2.5 million), law enforcement projects (\$1.3 million), park improvements (\$1.2 million),

- Furniture & Equipment – Increase: heavy equipment replacement program for road maintenance and an increase for replacement of equipment in park maintenance,
- Principal & Interest – Increase: debt service that is anticipated or has been incurred primarily for capital projects,
- Grants & Aid – Decrease: net decrease reflects additional contributions to CRA TIF (\$573,000) City of Stuart (City) CRA TIF contribution (\$162,000), new grant requests (\$207,000), and an overall reduction to a grant with FP&L constant millage agreement (\$1.1 million),
- Reserves – Increase: reserve allocations for utilities (\$5.3 million), General Fund (\$5.0 million), Building Department (\$2.1 million), gas tax capital projects (\$960,000), and impact fees (\$300,000),
- Interfund Transfers – Increase: Constitutional Officers’ budget requests (\$4.2 million), SAFER grant match (\$723,000).

**Personnel Services and Staffing**

Martin County government is the County’s third largest employer. The FY20 Adopted Budget has 22 additional FTE positions proposed. Positions requested focus on public safety, customer service, conversion of contracted services, and an increase in workloads. Each of the additional positions are identified within the departmental budget and justified accordingly. Staffing is divided into three major categories: BOCC, Enterprise Funded, and Constitutional Officers.

**Figure 2: Staffing Allocation**



The BOCC is responsible for 51.3% of Martin County employees; the Constitutional Officers have 41.4%. As the need to maintain existing and enhanced levels of service, an increase in staff will be necessary. A detailed personnel summary is provided separately and reflects each department and division change that has been made in staffing levels for the prior five years and changes for the FY20 Tentative Budget. Staffing for the Constitutional Officers is determined by each and can be provided upon request.

**Table 4: Summary of Staffing by Department (in FTEs)**

BOCC Departments	FY15	FY16	FY17	FY18	FY19	FY20
Administration	52	52	55	59	62	64
Building	32	38	38	41	45	45
Community Development Office	5	5	4	4	5	5
County Attorney	10	11	10	10	8	8
Public Works	123.5	140	147	154	156	161
Fire Rescue	352	352	352	353	378	382
General Services	40	40	42	44	48	51
Growth Management	18	19	24	27	28	28
Information Technology Services	34	36	36	37	39	40
Library	46.5	46.5	49	49	49	51
Parks and Recreation	76	75	75	80	80	82
Subtotal BOCC	789.0	814.5	832.0	858.0	898.0	917.0

Enterprise Funds:						
Airport	6	6	6	7	7	8
Utilities and Solid Waste	113	113	116	117	121	123
Subtotal Enterprise Funds	119.	119	122	124	128	131
<b>Total BOCC</b>	<b>908.0</b>	<b>933.5</b>	<b>954.0</b>	<b>982.0</b>	<b>1,026.0</b>	<b>1,048.0</b>

<b>Constitutional Officers</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Clerk of the Court	16	15	16	16.5	17	18
Property Appraiser	41	42	42	42	41	41
Sheriff	560	566	567	573	586	596
Supervisor of Elections	8	8	8	8	9	9
Tax Collector	66	66	69	71	75	75
Subtotal Constitutional Officers	691	697	702	710.5	728	739
<b>TOTAL BOCC and Constitutional Officers</b>	<b>1,599.0</b>	<b>1,630.5</b>	<b>1,656.0</b>	<b>1,692.5</b>	<b>1,754.0</b>	<b>1,787.0</b>

The comparison from year to year reflects any additional positions that the BOCC may have approved and added during the fiscal year. This generally happens when a new position is funded by a specific revenue source. Some of the additional personnel for the BOCC does not necessarily reflect an increase in service but rather a change in how the County provides the service. In prior years, converting contracted labor into a full-time position was necessary to provide efficiencies and consistency. Some positions identify ad valorem as the funding source, but if it is a conversion of a contracted service, the impact to ad valorem is less than what it would be for a new position. The following is a synopsis of the new positions for FY20 and the funding source:

**Table 5: Additional Positions Detail**

Department	Position	Justification/Funding Source	FTE
Administration	Project Manager	Assistance for Assistant County Administrator/Ad Valorem	1
Administration	Tourism Public Relations and Community Liaison	Increased workload with new projects and programs/Tourist Development Tax (Bed Tax)	1
Airport	Airport Maintenance Technician	Maintaining grounds/Fees	1
General Services	Facilities Maintenance Worker	Provide maintenance worker to new facility (Willoughby)/Ad Valorem	1
General Services	Security Guard	Convert two existing contracted guards to FTE/Ad Valorem	2
Fire Rescue	Emergency Management Coord.	Disaster readiness and planning/Ad Valorem & Grant	1
Fire Rescue	Ocean Rescue Lifeguard	Maintain level of service due to increase in patrons/Ad Valorem	2
Fire Rescue	Fire Mechanic	Additional workload from Municipalities/Fees	1
Information Technology Services	Desktop Analyst	Increase in workload and new technology/Ad Valorem	1
Library	Library Specialist	Minimum staffing for level of service/Ad Valorem	2
Parks	Sr. Park Services Specialist	Beach maintenance due to increase in patrons/Tourist Devel. Tax (Bed Tax)	1
Parks	Teen Recreation Leader	Convert contracted personnel to FTE for stability/Grant	1
Public Works	Customer Service Representative	Transit Marty system convert contracted services/Ad Valorem	2
Public Works	Customer Service Supervisor	Transit Marty system convert contracted services/Ad Valorem	1
Public Works	CADD Technician	Increased need for capital projects/Impact Fees, Franchise Fees and Gas Tax	1
Public Works	Code Compliance Investigator	To address non-compliant and unpermitted activities/Fees	1
Utilities/Solid Waste	Utility Line Locator	Convert contracted service/Fees	2
<b>Total:</b>			<b>22</b>

Each department identifies the positions that are necessary to either provide an enhanced level of service or maintain an existing one. Departments have external and internal customers that have an expectation for the level of service being provided. Not all requests for new positions were included in the FY20 Adopted Budget. Every new position request was reviewed and discussed, with some requests not being fulfilled. Only the BOCC has the ability to add positions, if during the fiscal year a need for additional staffing is approved, then position(s) are added accordingly and are reflected in the totals of staffing by department (Table 4).

Martin County is a service driven operation. Personnel and related expenditures are a large portion of the total budget, and are funded by ad valorem, fees, grants, gas taxes, charges for services and other revenues. Also included in personnel funding are fringe benefits that the employer provides to employees. County employees are required to participate in FRS for retirement benefits. The rates the employer must contribute are established by the state and vary depending upon the position classification. The County experienced an increase in the employer contribution rate as established by the state to address their Unfunded Actuarial Liability. Employees are required to contribute 3% of their salary toward their retirement annually.

Employee benefits have been modified or eliminated over the past few years to reduce immediate and future obligations. The County has a self-insured health insurance program which allows the County more control over the structure of health insurance offered to employees. Employees contribute a portion of the premium cost (25%) with the option of single or family coverage. Globally, the cost to provide health insurance is rising, but the County strives to minimize increases for the employer and employee contributions for health insurance. Having an Employee Wellness Clinic has reduced health insurance costs and prevented possible catastrophic health issues. The FY20 Adopted Budget has an increase of 5% for the employee's premium contribution to the health insurance program.

### Future Issues

There has been a noticeable upward trend in the local economy, but not strong enough to provide significant additional revenue for FY20 except for the growth in the tax base, which was significantly impacted this year with the removal of the coal electricity generating plant in Indiantown. Due to age and full-capacity utilization, the County's infrastructure is vulnerable to degradation and major failures. One of the greatest challenges for the County is the ability to repair and maintain our roads, drainage systems, bridges, buildings, parks, and technology. Without other revenue sources that are not ad valorem funded, the reliance on ad valorem will continue to be significant to fund capital projects and County operations in the budget. With the proposed ad valorem increase, 41% percent of the revenues to be collected for the FY20 Adopted Budget are ad valorem. Staff is exploring other funding opportunities to offset ad valorem impacts and will continue to do so. Tax rate increases and millage rate caps are restricted by state statutes and could impede County operations in the future.

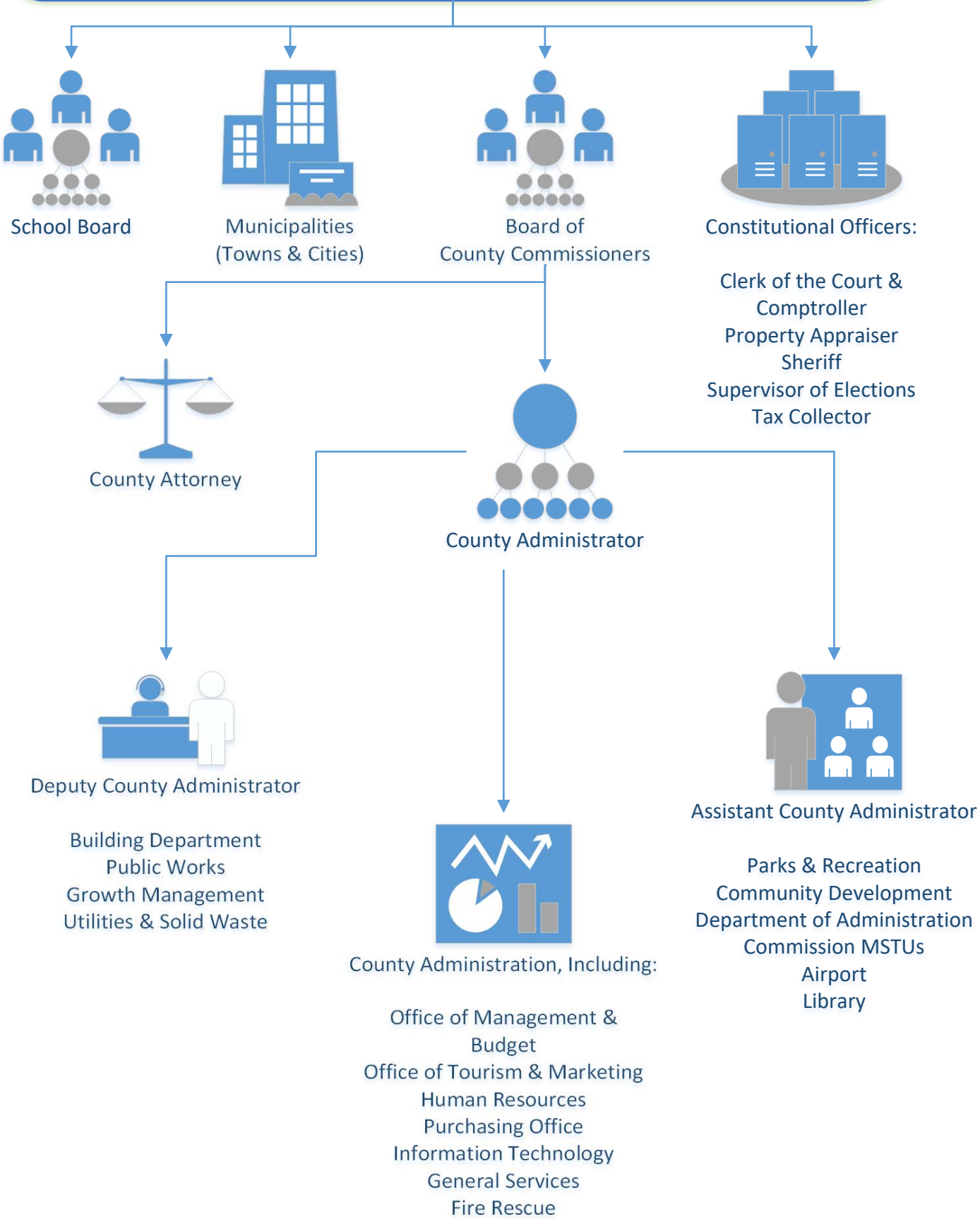
It has been three years since Martin County was hardest hit by the overwhelming presence of toxic blue-green algae in our waterways. The algal bloom was due to water being released from Lake Okeechobee to the east and run-off from adjacent properties, both of which flow through the C-44 canal in the St. Lucie River, and eventually are released into the ocean through the St. Lucie Inlet. The algae impacted a major portion of the County's waterway system including our beaches. The County made numerous emergency declarations and sought state and federal assistance. Boating activities were restricted, beaches were closed, and visitors and residents were severely impacted as their health, safety, and welfare were affected. Eventually, the algae dissipated, but the long-term effects have yet to be determined. Martin County is surrounded by water, and the health of local rivers and the Indian River Lagoon is a priority. Elected officials work tirelessly with our state and federal partners to develop comprehensive plans for projects to help protect the health of our local waterways. Environmental regulations for compliance with Basin Management Plans (BMPs) mandate requirements for the County. Every effort is made to ensure ecosystem projects can assist with meeting those requirements, but it will take dedicated fiscal resources at the federal, state, and local level.

Virgin Trains USA (formally known as Brightline) passenger rail service will be monitored over the next few years as this project and its impact on the communities of the Treasure Coast continues to develop. Staff identified major impacts of the added 32-passenger trains traveling through local communities during the business day as well as potential costs to the County for intersection upgrades. The BOCC reached an agreement with Virgin Trains USA to ensure enhanced safety and limitations on monetary impacts.

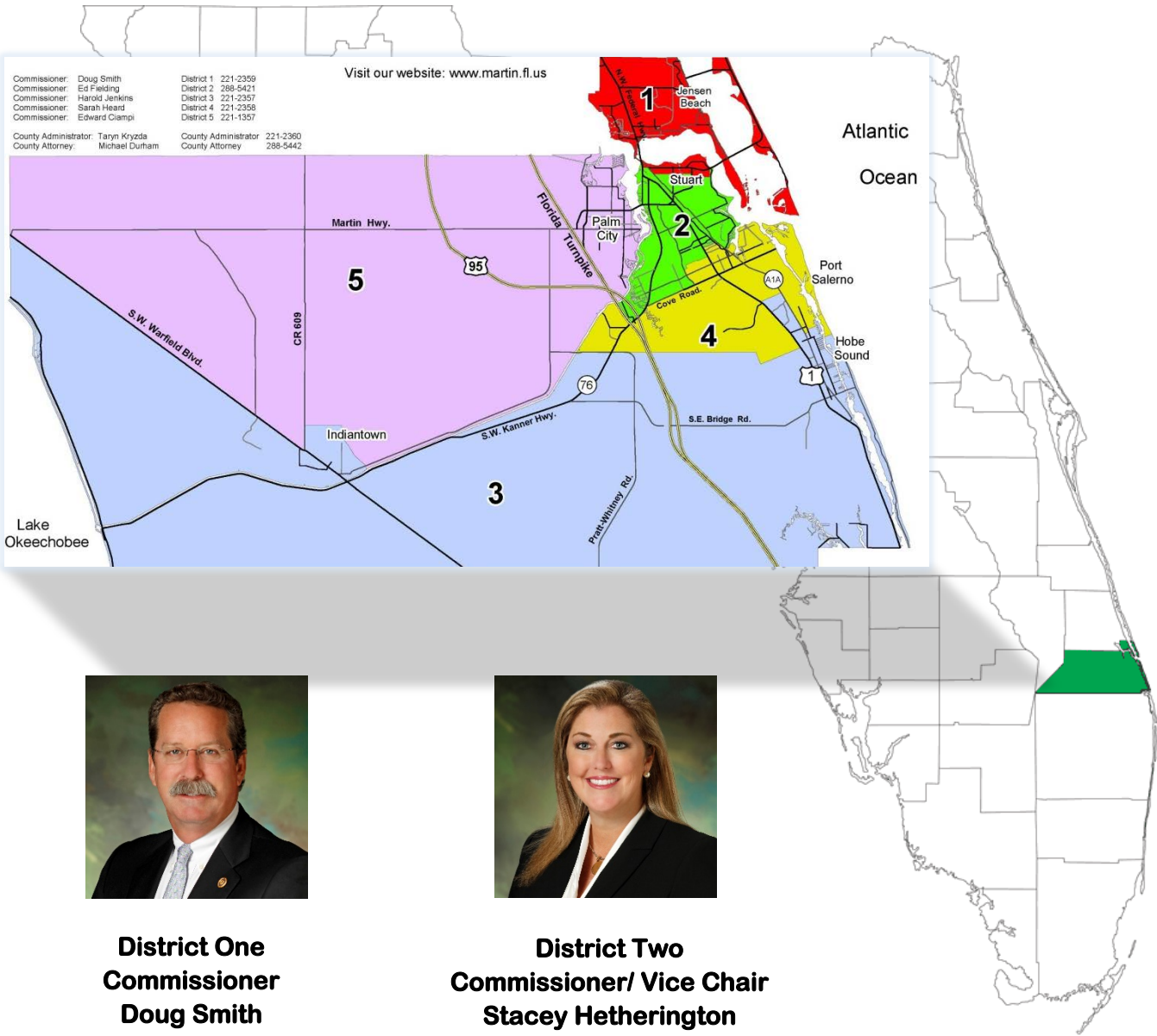
Being surrounded by water constrains road expansion in some areas along with available right-of-way throughout major corridors. Transportation needs will continue to be a priority and addressed through long-range planning and funding. Working closely with the Florida Department of Transportation (FDOT) for planning, funding and grant opportunities for capacity projects and other major corridor development will alleviate those areas where traffic congestion hinders the ability of residents and visitors to travel with ease throughout the County. Comprehensive approaches and possible federal funding may be the ultimate solution.

In conclusion, regardless of what the future holds, Martin County will approach challenges with resiliency, sustainability and an environmental focus to protect our paradise.

# Martin County Citizens



# Martin County Board of County Commissioners



**District One  
Commissioner  
Doug Smith**



**District Two  
Commissioner/ Vice Chair  
Stacey Hetherington**



**District Three  
Commissioner/  
Chairman  
Harold E. Jenkins II**



**District Four  
Commissioner  
Sarah Heard**



**District Five  
Commissioner  
Edward V. Ciampi**

## Board of County Commissioners



From left to right: Edward V. Ciampi, Stacey Hetherington, Sarah Heard, Harold Jenkins, Doug Smith

## Constitutional Officers

**Carolyn Timmann**  
**Laurel Kelly**  
**William Snyder**  
**Vicki Davis**  
**Ruth Pietruszewski**

**Clerk of the Circuit Court & Comptroller**  
**Property Appraiser**  
**Sheriff**  
**Supervisor of Elections**  
**Tax Collector**

## Martin County Management

**Taryn Kryzda**  
**Don Donaldson**  
**George Stokus**

**County Administrator**  
**Deputy County Administrator**  
**Assistant County Administrator**

## Our Vision

*Martin County government is value and service driven.*

Martin County will be known locally, regionally, statewide, and nationally as an innovative and progressive leader providing cost-effective county services. Others will benchmark against Martin County service functions as an example of the best in local government. The citizens and the Board of Martin County Commissioners will be proud of the staff and have a firm belief in the reliability, truth and strength of the organization.

## Martin County, Florida

### *Location*

Martin County is one of the 67 Florida counties, and it is situated in the part of the eastern seaboard called the Treasure Coast. It is the fifth-largest county in Florida by land area. The County is bordered by St. Lucie County to the north, Palm Beach County to the south, the Atlantic Ocean to the east and Lake Okeechobee to the west. Martin County is approximately 100 miles north of Miami, 110 miles from Orlando and 250 miles south of Jacksonville.



### *History*

Martin County was created in 1925 with the northern portion coming from St. Lucie County and the southern portion coming from Palm Beach County. It was named for John W. Martin, Governor of Florida from 1925 to 1929.

### *Government*

By the authority of General Law, as found in the Constitution of the State of Florida, the Board of County Commissioners shares the functions of government with Martin County's Constitutional Officers including the Clerk of the Circuit Court and Comptroller, Property Appraiser, Tax Collector, Supervisor of Elections and Sheriff. This provides a system of checks and balances with each office fulfilling a distinct role in the local government. Martin County's five commissioners are elected to serve four-year staggered terms. The commissioners are each elected at-large, but represent a geographic district within the County. The Chairperson of the Commission is elected annually by the other Board Members and presides over all meetings of the Board.

The Board of County Commissioners has a responsibility to provide general government services (fire/rescue, library services, and building inspections), to oversee the development of infrastructure (roads, utility systems, parks, government buildings), and to determine regulations regarding zoning and land use provisions. The Board of County Commissioners is also responsible for determining the millage rate (tax on real property) to fund functions of County government with the exception of the Tax Collector (a fee officer) and some court-related functions. The Board of County Commissioners is a policy-making board similar in nature to a board of directors of a major corporation. The Board approves the County's operating and capital budgets, passes ordinances, and takes actions, which provide for the health, safety and welfare of the citizens of Martin County. The daily responsibilities for running Martin County Government are vested in the County Administrator, who is appointed by the Board.

### *Historic Areas*

Some of the main Historic Areas in Martin County include: Olympia School, Trapper Nelson Zoo (located in Jonathan Dickinson State Park), House of Refuge at Gilbert's Bar, Georges Valentine Shipwreck Site, Seminole Inn, Mount Elizabeth Archeological Site, Stuart Welcome Arch, Tuckahoe Mansion, Burn Brae Plantation-Krueger House, Lyric Theatre, the Old Martin County Courthouse, and the Golden Gate building.





## Attractions

Local attractions include: Audubon of Martin County Possum Long Nature Center in Stuart, Elliott Museum on Hutchinson Island, Johnathan Dickinson State Park in Hobe Sound, Martin County Fair held every February, many Martin County Public Beaches including Bathtub Beach, Savannas Preserve State Park, St. Lucie Inlet Preserve State



Park, Florida Oceanographic Coastal Center, The Children’s Museum, and Sailfish Splash Waterpark.

## Awards/Special Recognition

### 2014

- Digital Achievement Award, Government Internal Category for Mobile Disaster Damage Assessment.
- Martin County Utilities and Solid Waste Department was a finalist in Sustainable Florida’s Best Practice Awards for protecting and preserving Florida’s environment while building markets for Florida’s businesses by enhancing their competitive advantages today.
- “Top Ten Beach Towns in Florida” by the Huffington Post.
- Martin County named #1 place to retire in the United States.

### 2015

- Martin County Airport/Witham Field named the state’s General Aviation Airport of the Year by the Florida Department of Transportation, after being evaluated on safety, aesthetics, and airport management.
- Smithsonian Magazine #3 “Must Visit Small Town”
- House Beautiful #9 “America’s Most Beautiful Small Town”
- Only in Your State #5 “The 8 Most Beautiful, Charming Small Towns in Florida
- Only in Your State #10 These 17 Perfectly Picturesque Small Towns in Florida Are Delightful
- Only in Your State #8 “12 Amazing Places in Florida That Are A Photo-Taking Paradise

### 2016

- Martin County is home to Stuart, named to Coastal Living’s Happiest Seaside Town.
- Martin County rodeo named one of the Top 20 Events in the Southeast by the Southeast Tourism Society.
- Martin County companies (Waste Management, Bank of America, Verizon, Walmart, JPMorgan Chase, Charles Schwab, AT&T, and Home Depot) named Best for Vets Employer by Military Times.
- 7<sup>th</sup> Place Annual Digital Counties Survey: identifies the very best examples of how counties are aligning technology to support strategic priorities and create crucial efficiencies.
- Martin County’s Sailfish Splash Waterpark was awarded the Florida Green Building Coalition (FGBC) “Florida Green” Commercial Building certification after satisfying 69 “Green Achievement” standards.
- Martin County Office of Tourism wins Flagler Award for tourism Advocacy
- Martin County Office of Tourism selected as the Southeast Tourism Society’s Tourism Office of the Year for organizations with budgets less than \$2 million

- Martin County’s Ecosystem Restoration & Management Division received the Environmental Stewardship Award for promoting environmental stewardship and innovation through education and action, based on nominations for five primary categories.

## 2017

- Ranked #5 out of the 67 counties in Florida for healthiest people according to County Health Rankings & Roadmaps.
- Martin County School District named Top 10 in the state.
- Blowing Rocks Preserve, named the #3 beach in Florida by Conde Nast Traveler.
- Blowing Rocks Preserve, Most Beautiful Places in Florida
- Martin County Office of Tourism wins Flagler Award for tourism Advocacy

## 2018

- Travel and Leisure and Smart Assets rated #5 Best Place to Retire
- Travel and Leisure and Smart Assets rated #8 for The 10 Best Counties To Live In Florida For 2018

## 2019

- Boston Globe listed Stuart as one of “The under-the-radar, unsung beach town of Florida”.
- Travel Channel listed Jensen Beach as one of the “10 Secret Florida Destinations Where Tourist Can’t Find You”.
- Florida for Boomers rated #12 “25 Best Places to Retire in Florida”
- 50 Best Retirement Cities: Find the Best City to Retire To Based on Your Personality – The Hartford rated #12 “If You Love to Fish: Martin County, Florida”

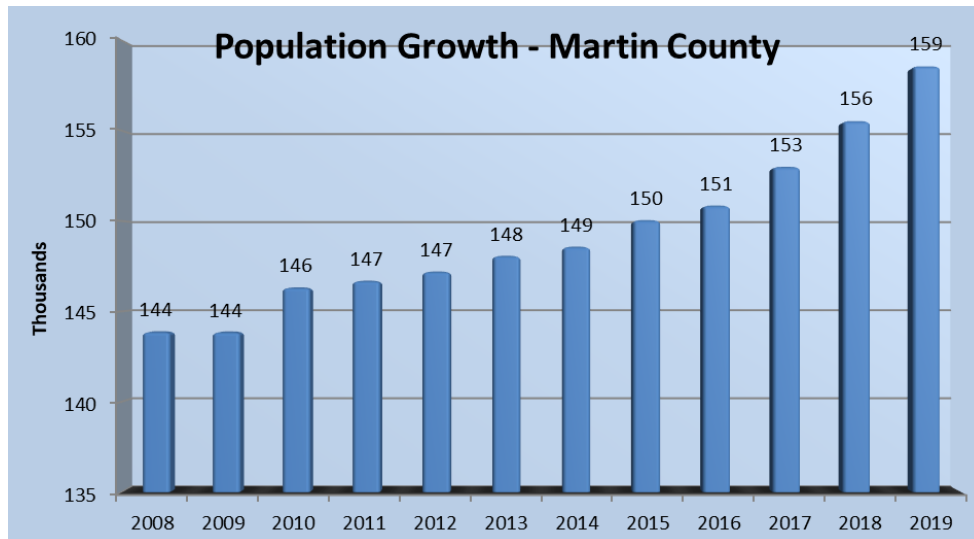
## Demographics

Martin County has a population of 158,598. Martin County was named the best place in the United States to retire, and over 29.4% of the population is persons 65 years old and older. There are over 6,000 employer establishments with an average commute time of 25 minutes. The median home value is \$261,960 with 75.5% of the homes being owner-occupied (per US Census Bureau 2015).

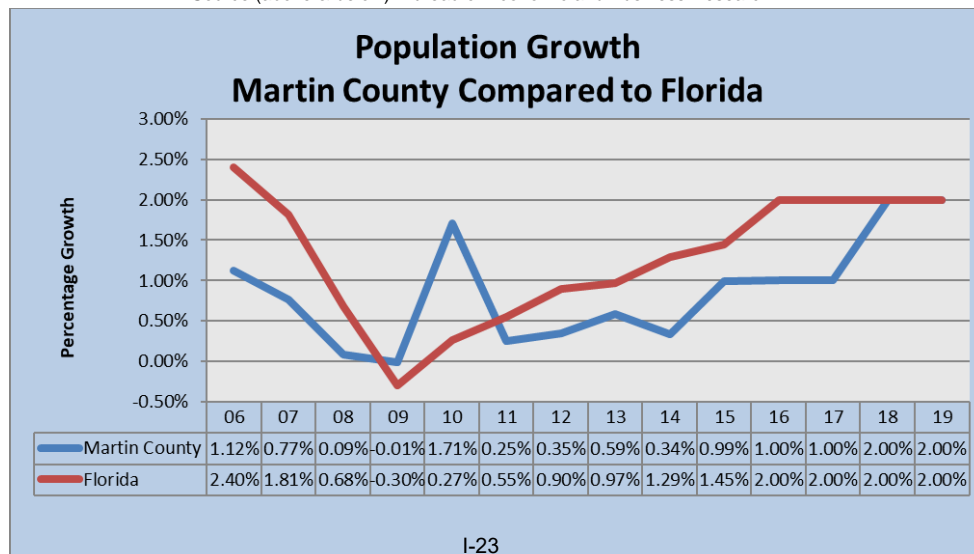
### CHARACTERISTICS OF MARTIN COUNTY

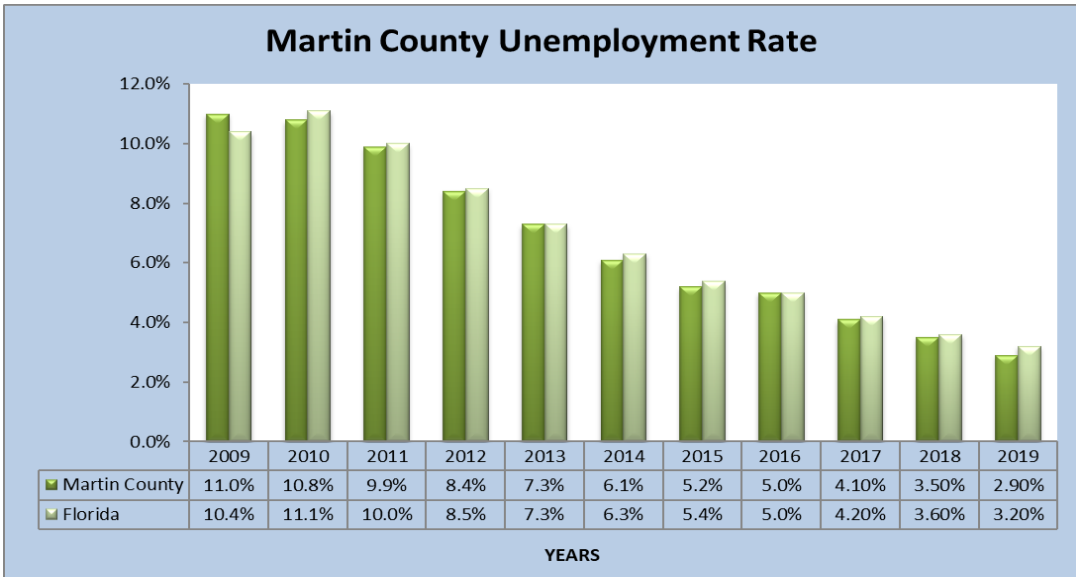
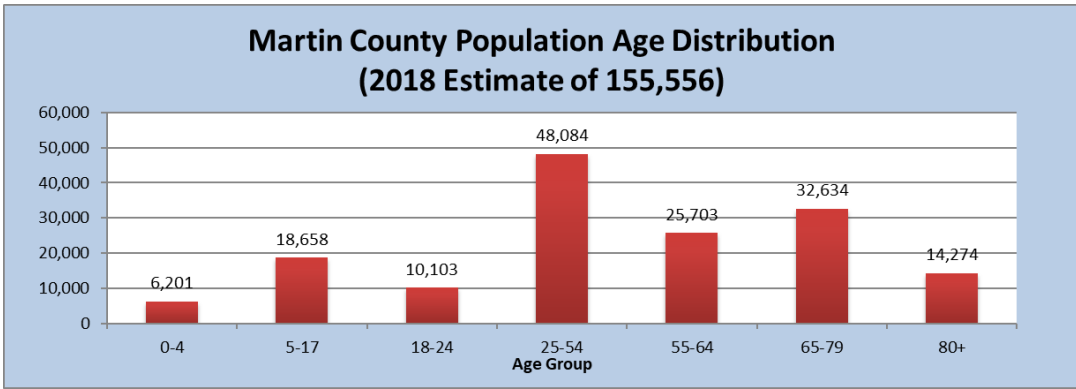
	Land Area	Climate	Topography
Square miles	753		
Number of conservation acres	74,834		
Number of libraries	7		
Number of parks	124		
Number of boat ramps	23		
Linear footage of publicly owned beaches	50,936		
Mean average temperature		74°	
Average July high temperature		90°	
Average annual rainfall		58"	
Average sunny days per year		236	
Elevation range			0'-85'

Source: Martin County Growth Management Department

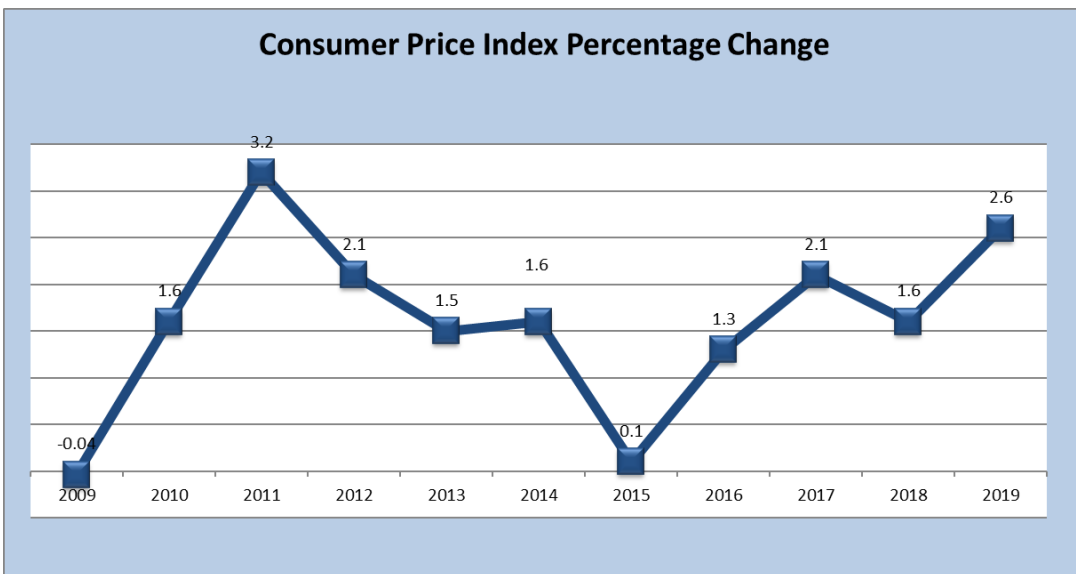


Source (above & below): Bureau of Economic and Business Research





Source (above & below): US Department of Labor, Bureau of Labor Statistics



## EMPLOYMENT DATA

<b>Top 10 Taxpayers 2018</b>	<b>Top 10 Employers 2018</b>
Florida Power & Light Company	Martin Health Systems 4,563
Confidential Per FL	Martin County School District 2,671
Treasure Coast – JCP Associates LTD	Martin County Government 1,708
Publix Supermarkets, Inc.	State of Florida 502
South Florida Water Management District	Liberator Medical Supply 400
Jupiter Island Revocable Trust	Florida Power & Light 375
Florida Gas Transmission	Triumph Aerospace Structures 370
Florida Southeast Connect	Paradigm Precision Group 365
PRCP-Stuart LLC	Seacoast National Bank 340
Trust of Edward H Hamm	City of Stuart 251
Source: Martin County Tax Collector	Source: 2018 Martin County CAFR

## HOUSING DATA

Median Home Value in Martin County (1)	\$261,960
Florida Real Personal Income (per capita) (2)	\$83,873
Housing Units (3)	80,410
Persons per Household (4)	2.39

Source: (1) Martin County Property Appraiser, June 2019  
 (2) Bureau of Economic Analysis (2018)  
 (3) U.S. Census Bureau (2018)  
 (4) U.S. Census Bureau (2018)

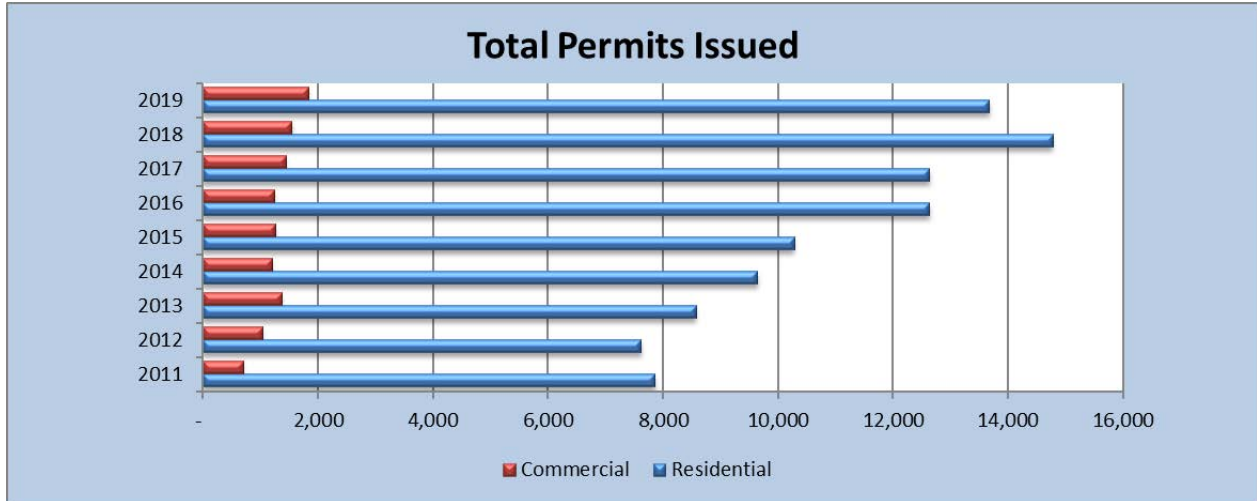
### Total Taxable Value Last Ten Fiscal Years

Fiscal Year	Total Taxable Value
2011	17,492,910,077
2012	17,143,224,652
2013	16,953,809,876
2014	17,204,145,938
2015	17,713,775,850
2016	18,633,364,511
2017	19,572,457,910
2018	20,773,467,079
2019	22,042,266,881
2020	22,738,897,948

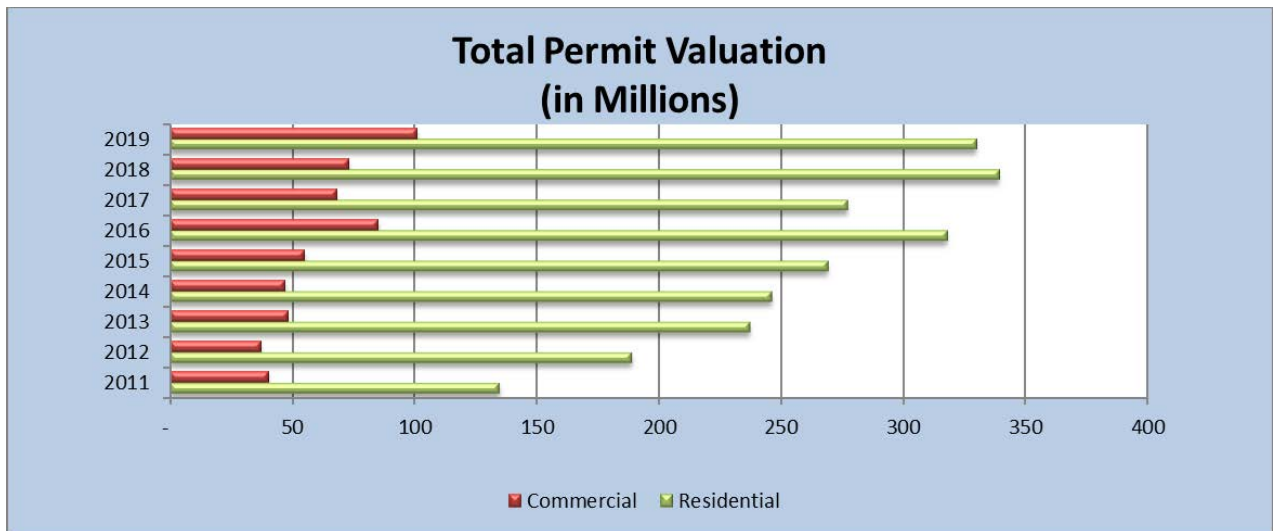
Source: Martin County Property Appraiser

# Building Permit Information

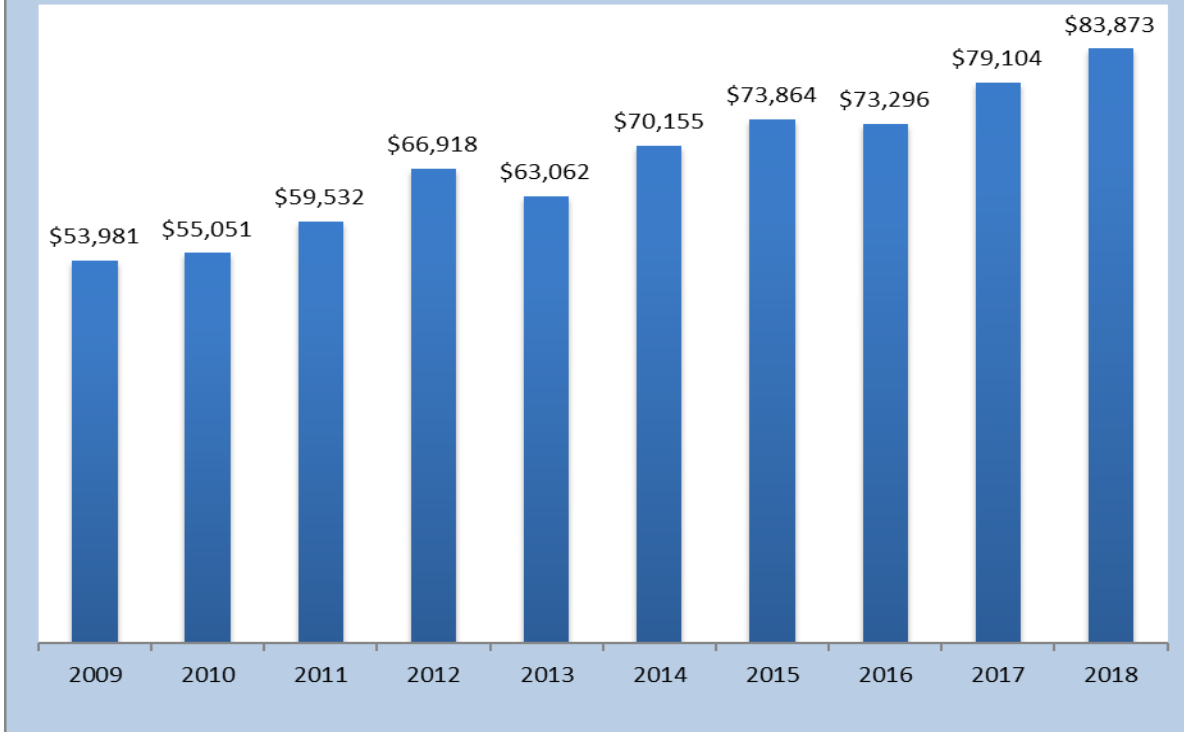
Fiscal Years 2011-2019



Source: Martin County Building Department



## Martin County Per Capita Personal Income Ten Year Comparison



### Per Capita Personal Income Ten-Year Comparison

Year	Martin County	Percentage of FL	Percentage of U.S.	Florida	United States
2009	\$53,981	145.6%	137.1%	\$37,065	\$39,376
2010	\$55,051	142.5%	136.7%	\$38,626	\$40,277
2011	\$59,532	147.0%	140.2%	\$40,494	\$42,461
2012	\$66,918	163.2%	151.1%	\$41,000	\$44,282
2013	\$63,062	154.9%	142.0%	\$40,797	\$44,493
2014	\$70,155	162.9%	150.9%	\$43,064	\$46,494
2015	\$73,864	162.5%	152.5%	\$45,441	\$48,451
2016	\$73,296	159.5%	148.8%	\$45,953	\$49,246
2017	\$79,104	165.9%	153.2%	\$47,684	\$51,640
2018	\$83,873	167.5%	154.0%	\$50,070	\$54,446

Source: U.S. Department of Commerce Bureau of Economic Analysis  
 Updated November 20, 2019 - new estimates for 2018

## BASIS OF BUDGETING

The County adopts budgets for all governmental funds and expendable trust funds on a modified accrual basis. The budgets for proprietary funds are adopted on an accrual basis. Depreciation expense is not budgeted, but expenditures for capital outlays are budgeted.

Governmental funds include: General Fund, special revenue, debt service, and capital projects funds. Revenues are recognized when they are both measurable and available. Expenditures are recognized when the liability is incurred. Exceptions to this general rule include: (1) accumulated sick and vacation pay, which are not recorded as expenditures because these amounts will not be paid from expendable available resources and (2) principle and interest on general long-term debt, which are recognized when due.

Martin County's proprietary operations consist of enterprise funds (Airport, Utilities) and internal service funds (Health Insurance, General Services). Revenues are recognized when they are earned and become measurable, i.e. when the County has provided service. Expenses are recognized when they are incurred.

As explained in Martin County's Comprehensive Annual Financial Report (CAFR), budgets for all funds are prepared on a basis consistent with Generally Accepted Accounting Principles (GAAP) with the exception of the budgeting of fixed assets and contributed capital in the enterprise funds, which are budgeted as capital outlay expenditures and revenues, respectively.

*The "Basis of Budgeting" and the "Basis of Accounting" determine when revenues and expenditures are recognized.*

## BUDGET PROCESS

During the first quarter of the fiscal year, the Office of Management and Budget reviews and develops data useful in preparing revenue and expenditure forecasts. This data is compiled and analyzed and used in preliminary budget discussions for the upcoming year with the Board of County Commissioners and the County Administrator.

In March, prior to budgets being submitted, departments meet with the County Administrator. These staff meetings provide each department head with the opportunity to discuss and clarify the requested amounts for the individual departmental budget as submitted.

In April, departmental budgets are submitted to the Office of Management and Budget staff for review. Staff analyzes these budgets for accuracy and content to make sure budget guidelines have been followed.

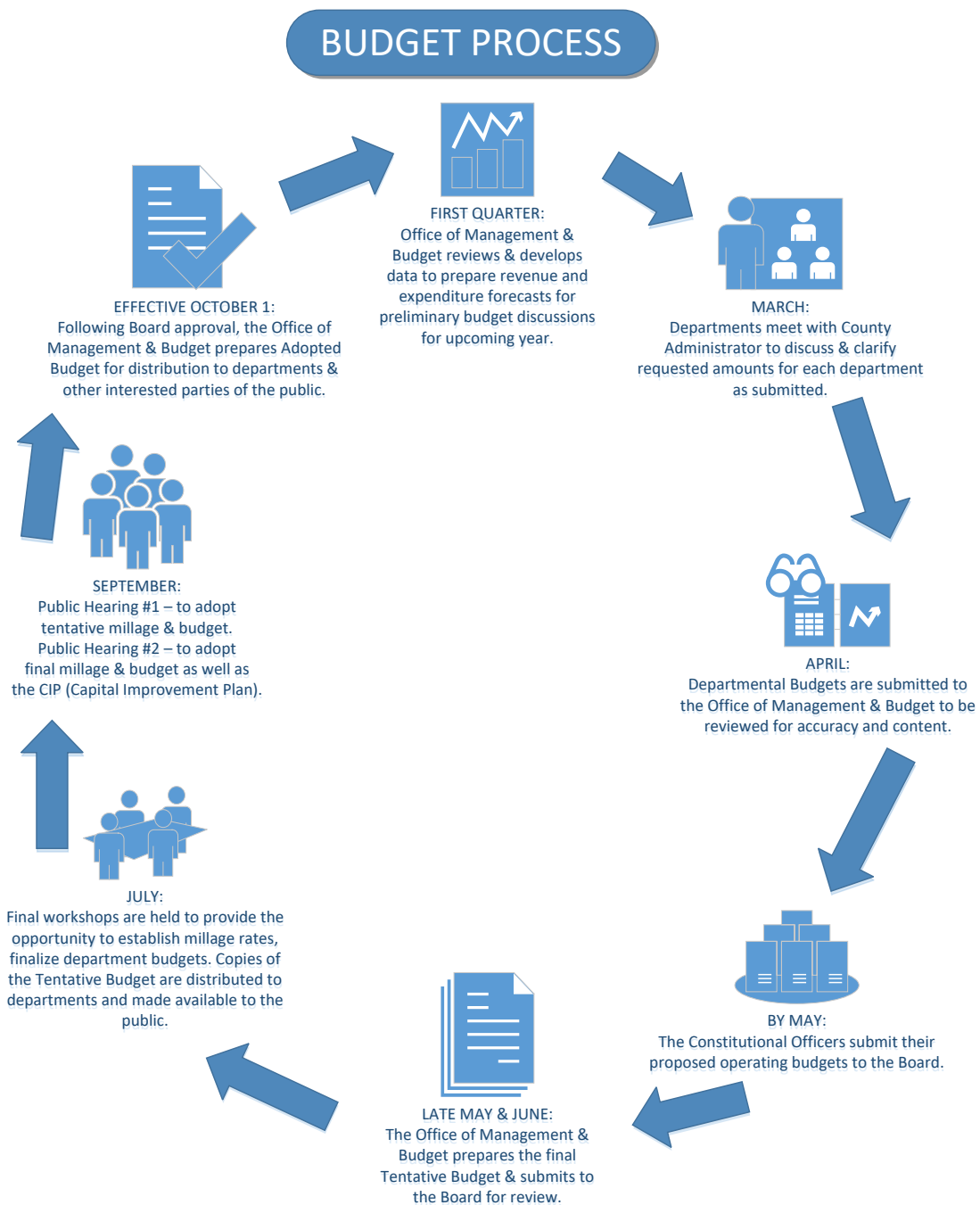
The Constitutional Officers submit to the Board their proposed operating budgets on May 1. Although Florida Statute allows most Constitutional Officers to submit their budgets on June 1, most are able to supply preliminary budget information in the requested time.

In late May, the Office of Management and Budget staff prepares the final tentative budget document and submits to the Board for review. The final budget workshops are held in July. These workshops provide the opportunity to establish millage rates, finalize department budgets, etc. Copies of the tentative budget are distributed to departments and made available for review by the public prior to the final public hearings held in September.

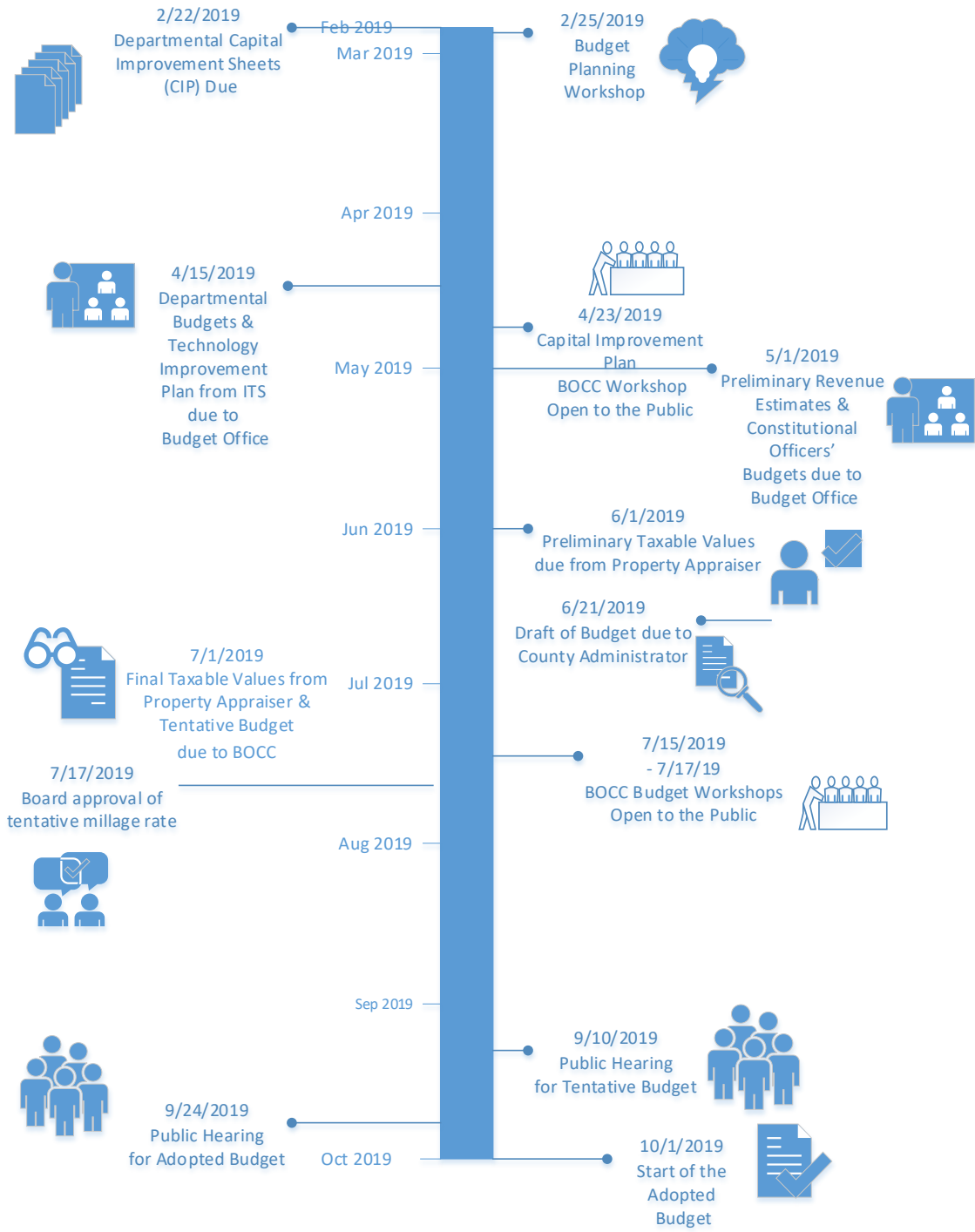
Two public hearings are held in September. The first public hearing is held to adopt tentative millage and the budget. The second public hearing is held to adopt final millage and the budget. The CIP (Capital Improvement Plan) is adopted at the same time as the operating budget. Following Board approval of the budget, the Office of Management and Budget staff prepares the adopted budget document for



distribution to departments and other interested parties. The adopted budget becomes effective October 1 through September 30. The dates for the budget cycle are listed in the Budget Timeline.



# Budget Process Timeline Fiscal Year 2020



## AMENDMENTS TO THE ADOPTED BUDGET

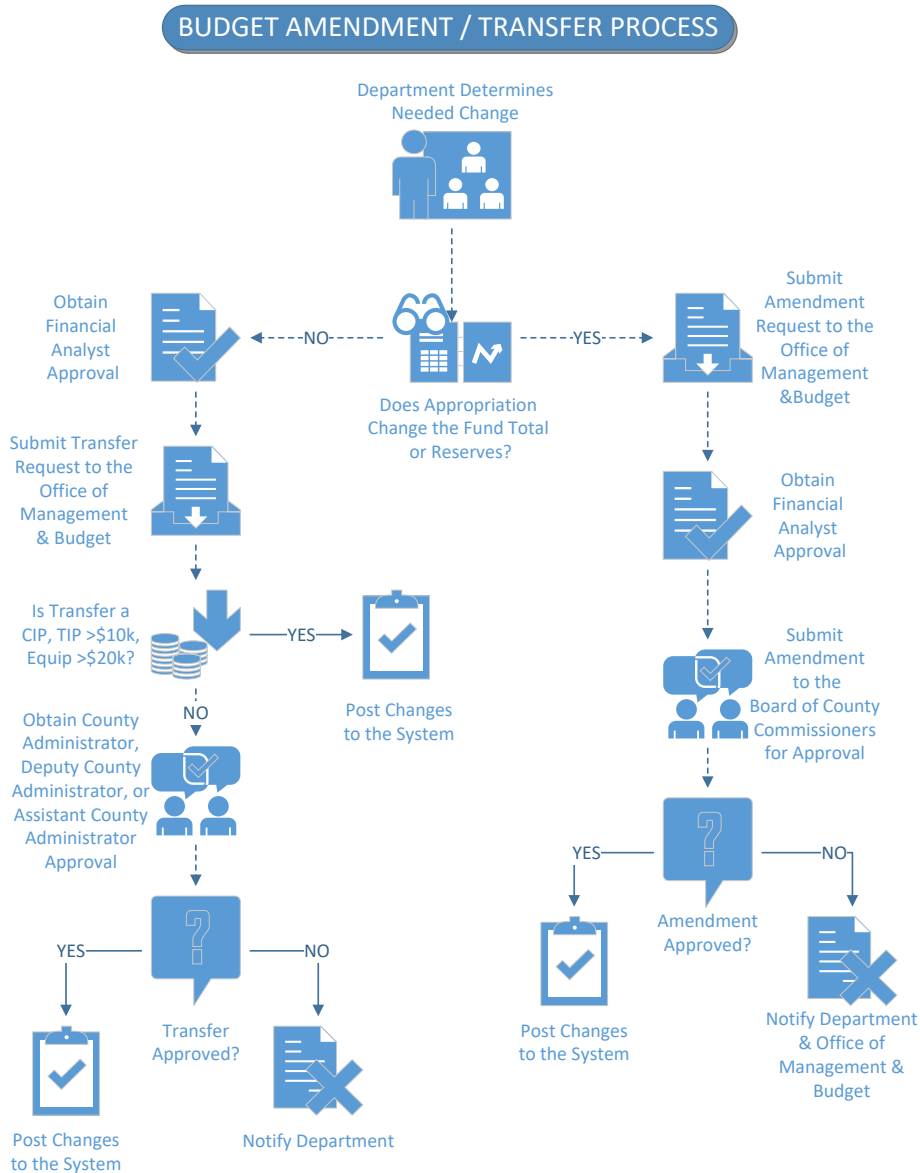
Amendments to the adopted budget can occur at any time during the fiscal year through action of the Board or County Administrator. During the fiscal year, the Office of Management and Budget acts on departmental budget changes that do not alter the total revenue or expenditures budgeted. All other budget changes, whether they are transfers between departments or alterations of total revenues or expenditures in a fund, must be approved by the Board. The steps of adjustments to the adopted budget are detailed in a flowchart following this section.

### BUDGET AMENDMENT





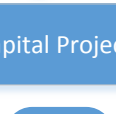


The purpose of the amendment process is to adjust fund amounts to reflect revenues anticipated to be received and to balance expenditures to these revenues in accordance with state law and sound fiscal practices.

### BUDGET TRANSFER

Departmental budgets may be amended by transfer action but must be approved by the County Administrator. Budget transfers, which involve reserves, must be reviewed and formally approved by the Board prior to execution.



# Department / Fund Matrix

 <b>General Fund</b>	<p>General Fund Source: Ad Valorem (&amp; other revenue)</p> <p>Departments: Administration, County Attorney, Clerk of the Court, Parks, Library, Tax Collector, Supervisor of Elections, State/Judicial, Public Works, General Services, Fire Rescue, Property Appraiser, Sheriff, Facilities, Information Technology</p>
 <b>Special Revenue</b>	<p>Special Revenue Fund Sources: FPL Franchise Fees, Health Care/Medical Services, Grant requests, Medicaid, Tourist Development, Court facilities, Impact Fees, etc.</p> <p>Departments: Administration, Growth Management, General Services, Building &amp; Permitting, Fire Rescue, Parks, Public Works, County Attorney, State/Judicial, Information Technology, Sheriff, Tax Collector</p>
 <b>Grant Revenue</b>	<p>Grant Revenue Fund Sources: Federal, State, and local dollars awarded to the County in competitive process and depends on availability in grantors' budgets.</p> <p>Departments: Public Works, Parks, Library, Administration, Utilities, Airport, Community Development</p>
 <b>Debt Service</b>	<p>Debt Service Fund Sources: Principal, Interest, and any other required costs on an annual basis.</p> <p>Departments: Non-departmental</p>
 <b>Capital Projects</b>	<p>Capital Project Fund Sources: Ad Valorem, Gas Tax, Water &amp; Sewer Assessments,</p> <p>Departments: Public Works, General Services, Parks, Fire Rescue, Library, Administration, Information Technology</p>
 <b>Enterprise Funds</b>	<p>Enterprise Funds Sources: Fees &amp; Services from Utilities, Solid Waste, Airport, &amp; Golf Course.</p> <p>Departments: Parks, Airport, Utilities, Administration, Information Technology</p>
 <b>Internal Service</b>	<p>Internal Service Fund Sources: Provided internally from other departments, County's self-Insurance fund</p> <p>Departments: General Services, Non-departmental, General Services, Information Technology, Administration</p>
 <b>Trust &amp; Agency</b>	<p>Trust and Agency Fund Sources: Donation, contribution, or specific revenue.</p> <p>Departments: Community Development, Non-departmental, Information Technology</p>



### FY20 ADOPTED COUNTY BUDGET TOTALS

	ACTUAL FY18	ADOPTED BUDGET FY19	ADOPTED BUDGET FY20	PERCENT CHANGE
<b>TOTAL REVENUES</b>				
Ad Valorem Taxes	177,548,989	186,432,344	203,747,059	9.29%
Ad Valorem - Delinquent	105,886	147,400	126,800	-13.98%
Local Sales & Use Taxes	11,166,483	10,155,069	10,624,300	4.62%
Other Taxes	2,022,644	1,964,000	1,864,000	-5.09%
Franchise Fees	9,782,619	8,395,000	8,045,000	-4.17%
Permits and Fees	4,933,324	4,230,000	4,982,000	17.78%
Federal, State, & Local Grants	12,896,734	943,474	2,194,020	132.55%
State Shared Revenues	24,161,549	22,957,044	22,905,325	-0.23%
Local Shared Revenues	2,977,804	2,890,354	3,373,334	16.71%
Charges for Services	96,795,937	94,817,864	98,324,949	3.70%
Fines and Forfeits	793,350	668,500	662,500	-0.90%
Interest Earnings	4,735,454	1,985,373	2,951,893	48.68%
Miscellaneous Revenue	14,170,505	16,262,442	10,470,784	-35.61%
Assess./Impact Fees	4,186,393	2,623,000	3,348,331	27.65%
Transfers	4,492,550	3,782,023	3,887,023	2.78%
Debt Proceeds	26,175,000	0	21,821,810	100.00%
Other Sources	14,811,723	1,937,237	1,920,707	-0.85%
Other Non-Operating Revenue	8,895,139	-199,370	-174,370	-12.54%
<b>SUB-TOTAL:</b>	<b>420,652,083</b>	<b>359,991,754</b>	<b>401,075,465</b>	<b>11.41%</b>
Fund Balance	0	48,386,293	69,401,134	43.43%
Interfund Transfers	28,661,260	27,166,554	27,769,372	2.22%
<b>TOTAL:</b>	<b>449,313,343</b>	<b>435,544,601</b>	<b>498,245,971</b>	<b>14.40%</b>
<b>TOTAL EXPENDITURES</b>				
Personal Services	82,949,792	88,614,866	94,989,054	7.19%
Operating Expenses	161,104,779	134,842,382	139,768,521	3.65%
Capital Expenses	48,012,378	40,140,410	71,052,145	77.01%
Debt	10,619,690	20,576,335	22,461,455	9.16%
Transfers-Constitutional Officers	76,566,082	79,373,495	83,953,277	5.77%
Transfers and Reserves	28,661,260	71,997,113	86,021,519	19.48%
<b>TOTAL:</b>	<b>407,913,981</b>	<b>435,544,601</b>	<b>498,245,971</b>	<b>14.40%</b>
<b>PERCENT OF EXPENDITURES TO BUDGET</b>				
Personal Services	20.34%	20.35%	19.06%	-1.28%
Operating Expenses	39.49%	30.96%	28.05%	-2.91%
Capital Expenses	11.77%	9.22%	14.26%	5.04%
Debt	2.60%	4.72%	4.51%	-0.22%
Transfers-Constitutional Officers	18.77%	18.22%	16.85%	-1.37%
Transfers & Reserves	7.03%	16.53%	17.26%	0.73%
<b>TOTAL BUDGET:</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>0.00%</b>



## REVENUE DESCRIPTION FOR COUNTY BUDGET TOTALS

**Ad Valorem** taxes are collected as a percentage of the value of real and personal property in the County. Ad Valorem taxes support various operating, capital, and debt funds of the local government. Ad Valorem – Delinquent are taxes not paid by the April 1 deadline. The budget is based on historical collections.

**Local Sales and Use Taxes** consist of fuel taxes, local sales and use tax, and Tourist Development Tax.

**Other Taxes** consist of local communications services and occupational licenses.

**Franchise Fees** consist of Florida Power and Light utility fees and solid waste franchise fees.

**Permits and Fees** include primarily building permits.

**Grants** revenues consist of federal, state, and local dollars awarded to the County in competitive process. Changes are triggered by the funding availability in the grantors' budgets.

**State Shared Revenues** include several types of revenue from the State of Florida: local government half-cent sales tax, state revenue sharing, constitutional fuel tax, county fuel tax, as well as smaller revenues for insurance agent licenses, alcoholic beverage licenses, racing tax, and mobile home licenses.

**Local Shared Revenues** are calculated based on taxable values and millage rates for Community Redevelopment Area (CRA) funding.

**Charges for Services** include revenues from services provided to residents: water and sewer operations revenue, garbage collection revenues, library charges, public safety fees, protective inspection fees, ambulance fees, development review fees, parks and recreation fees, and internal service fund fees.

**Fines and Forfeitures** are revenues such as library fines, violations of local ordinance fines, and judgments.

**Interest Earnings** accrue on investments of County's daily cash deposits and fluctuate with changes in rates and investment terms.

**Miscellaneous Revenues** come from rents and royalties, disposition of fixed assets, sale of surplus materials, and contributions. This category also includes one-time revenues, such as insurance reimbursements. Non-recurring receipts are the principal cause of significant variations for this revenue category from year to year.

**Assessment/Impact Fees** are assessed for public buildings, public safety, fire prevention, transportation, and culture/recreation impact fees.

**Transfers In** are funds transferred from the constitutional officers.

**Other Sources** of revenues are comprised primarily of payments of indirect cost allocation and post-employment dues from enterprise funds to the general government.

**Other Non-Operating Revenues** are mostly grants from federal and state agencies to County's enterprise funds, as well as developer contributions to the Water and Sewer System. Most of these revenue streams are non-recurring; therefore, there are significant variances in this category from year to year.

**Fund Balance** is a term used in governmental accounting referring to the difference between assets and liabilities. In practical terms, fund balance is the unused portion of financial resources from the prior fiscal year due to accumulation of emergency, capital, and project reserves; encumbrances carried forward from prior fiscal year; as well as revenues collected in excess of budgeted amounts.

**Interfund Transfers** are budgeted transfers between different funds.



**FY20 ADOPTED BUDGET SUMMARY BY FUND**

	GENERAL	SPECIAL REVENUE	GRANT REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	TRUST AND AGENCY	TOTAL
<b>TOTAL REVENUES</b>									
Ad Valorem Taxes	116,137,068	67,259,651	0	0	20,350,340	0	0	0	203,747,059
Ad Valorem - Delinquent	80,000	33,400	0	0	13,400	0	0	0	126,800
Local Sales & Use Taxes	0	2,500,000	0	0	8,124,300	0	0	0	10,624,300
Other Taxes	500,000	1,364,000	0	0	0	0	0	0	1,864,000
Franchise Fees	850,000	7,195,000	0	0	0	0	0	0	8,045,000
Permits & Fees	0	4,655,000	0	0	285,000	42,000	0	0	4,982,000
Fed, State, & Local Grants	230,071	31,200	1,932,749	0	0	0	0	0	2,194,020
State Shared Revenues	15,325,397	2,235,758	0	2,374,170	2,970,000	0	0	0	22,905,325
Local Shared Revenues	0	0	0	0	0	0	0	3,373,334	3,373,334
Charges for Services	2,554,442	10,472,295	0	0	677,364	58,858,668	25,762,180	0	98,324,949
Fines and Forfeits	199,000	248,500	0	0	140,000	0	0	75,000	662,500
Interest Earnings	530,000	696,435	0	20,800	375,000	1,256,000	55,000	18,658	2,951,893
Miscellaneous Revenues	4,377,044	1,486,892	0	0	278,742	1,988,106	2,340,000	0	10,470,784
Other Sources	1,920,707	0	0	0	0	0	0	0	1,920,707
Assessments/Impact Fees	0	2,789,000	0	219,331	340,000	0	0	0	3,348,331
Transfers	3,837,023	0	0	0	0	0	0	50,000	3,887,023
Debt Proceeds	0	0	0	0	0	21,821,810	0	0	21,821,810
Non Operating Utilities/SW	0	0	0	0	0	840,000	0	0	840,000
Other Non-Operating	(500,000)	(326,000)	0	0	(188,370)	0	0	0	(1,014,370)
<b>Sub - Total</b>	<b>146,040,752</b>	<b>100,641,131</b>	<b>1,932,749</b>	<b>2,614,301</b>	<b>33,365,776</b>	<b>84,806,584</b>	<b>28,157,180</b>	<b>3,516,992</b>	<b>401,075,465</b>
Fund Balance	16,663,986	12,437,132	0	63,805	484,113	38,965,875	786,223	0	69,401,134
Interfund Transfer	3,262,845	5,656,834	723,350	5,102,393	1,684,126	10,322,968	400,000	616,856	27,769,372
<b>TOTAL</b>	<b>165,967,583</b>	<b>118,735,097</b>	<b>2,656,099</b>	<b>7,780,499</b>	<b>35,534,015</b>	<b>134,095,427</b>	<b>29,343,403</b>	<b>4,133,848</b>	<b>498,245,971</b>
<b>TOTAL EXPENDITURES</b>									
Personal Services	24,741,197	49,189,672	2,649,549	0	5,640,845	10,789,328	1,576,790	401,673	94,989,054
Operating Expenses	31,297,509	30,372,449	6,550	0	11,298,160	39,601,609	26,913,496	278,748	139,768,521
Capital Expenses	4,754,776	12,996,124	0	0	14,163,454	36,198,110	613,272	2,326,409	71,052,145
Debt Service	1,907,016	2,917,170	0	7,748,754	2,024,271	7,864,244	0	0	22,461,455
Transfers - Constitutional	78,544,699	5,358,578	0	0	0	0	0	50,000	83,953,277
Transfers & Reserves	24,722,386	17,901,104	0	31,745	2,407,285	39,642,136	239,845	1,077,018	86,021,519
<b>TOTAL</b>	<b>165,967,583</b>	<b>118,735,097</b>	<b>2,656,099</b>	<b>7,780,499</b>	<b>35,534,015</b>	<b>134,095,427</b>	<b>29,343,403</b>	<b>4,133,848</b>	<b>498,245,971</b>



## FUND BALANCE

Martin County Fiscal Policies state that fund balances are monies which are not expended in a previous fiscal year. The components of fund balance are classified as:

- Non-spendable – Inherently non-spendable (e.g., endowments, inventories of supplies);
- Restricted – Resources subjected to externally enforceable legal restriction, (e.g., Creditors, Grantors);
- Committed – Self-imposed limitations set by governing body;
- Assigned – Intended use of resources;
- Unassigned – Fund balance in excess of non-spendable, restricted, committed and assigned.

Martin County Fiscal Policies state that the fund balances from the previous year will be estimated and budgeted in the next fiscal year. Fund balances that are the result of an encumbrance for contracted/professional services, maintenance contracts, and capital (equipment and projects) or within a grant fund will be carried forward.

Any additional fund balance recognized (the difference between the budget and actual), will be placed into Reserves in all funds other than grants. When the Reserves are at the level established for the fund, the excess funds will be identified and appropriated in the next fiscal year to offset other revenue sources. Primary consideration will be for Ad Valorem reductions and reduced debt when applicable.

The ending balance in any fund is a measure of the degree to which revenues in a given fiscal year exceed expenditures. Ending fund balance in one fiscal year is shown as revenue (beginning balance) in the budget of the following fiscal year.

Each year staff reviews fund balance and amends the budget accordingly. During the budget process, fund balance estimates are made prior to the month of June. These estimates are only adjusted further when there has been a significant change in a fund, which would warrant such an adjustment. Once the fiscal year has begun, and the previous year fully closed, fund balances for the previous fiscal year are then calculated and variances with the estimates are adjusted accordingly.

The fund balance adjustments are made for various reasons: to reallocate monies for those projects which were planned but not completed, for housekeeping to correctly reflect the budget amounts, increasing reserves, or an allocation to a non-recurring expense. Based on these determinations, the category of allocation is identified with each expense in the budget resolution.

The following information reflects changes in fund balance in Martin County's major and non-major funds as determined for the purposes of CAFR preparation. The decrease to the fund balance in the General Fund is due to various legal fees, hurricane related expenses, and radio purchases. The Other Governmental Funds category reflects a 17% increase due to capital projects not being completed.





## FY20 Adopted Budget II. Financial Summary

	MAJOR GOVERNMENTAL FUND GENERAL FUND			MAJOR GOVERNMENTAL FUND CONSOLIDATED FIRE/EMS FUND			MAJOR GOVERNMENTAL FUND CRA FUND		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
<b>REVENUES:</b>									
Taxes	\$87,306,448	\$92,823,894	\$104,162,649	\$34,817,522	\$35,466,209	\$37,982,336	\$0	\$0	\$0
Licenses and permits	847,517	837,769	863,595	0	0	0	0	0	0
Intergovernmental revenues	18,299,849	19,496,822	19,673,352	103,135	165,181	100,644	2,091,213	1,646,062	2,977,804
Charges for services	11,359,548	11,775,617	11,995,397	5,839,548	5,984,830	6,573,607	1	0	0
Fines and forfeitures	1,484,384	1,346,941	1,393,887	0	0	0	0	0	0
Interest income	329,130	486,332	873,985	85,524	137,790	253,858	54,079	70,777	152,047
Contributions-private sources & donations	0	211,116	59,591	0	0	38,265	0	79,000	0
Miscellaneous revenues	6,439,802	5,352,938	5,031,813	24,298	34,802	51,331	0	0	250
<b>Total Revenues</b>	<b>126,066,678</b>	<b>132,331,429</b>	<b>144,054,269</b>	<b>40,870,027</b>	<b>41,788,812</b>	<b>45,000,041</b>	<b>2,145,293</b>	<b>1,795,839</b>	<b>3,130,101</b>
<b>EXPENDITURES:</b>									
Current:									
General government	42,692,932	56,206,911	57,454,557	1,749,558	1,642,683	2,030,865	0	0	0
Public safety	62,385,048	64,514,016	67,436,919	37,675,902	38,781,392	40,066,405	0	0	0
Physical environment	1,905,222	568,875	490,756	0	0	0	0	0	0
Transportation	448,066	577,299	599,258	0	0	0	0	0	1,039
Economic environment	341,476	300,706	280,438	0	0	0	480,407	456,938	632,189
Human services	2,000,485	2,167,006	2,243,720	0	0	0	0	0	0
Culture and recreation	9,993,560	10,192,462	11,066,861	0	0	0	0	0	0
Capital Outlay	7,383,369	4,045,641	10,073,756	317,426	0	2,854,656	137,134	1,456,077	322,246
Debt Service	1,849,546	1,395,356	1,149,972	908,637	905,283	557,241	0	0	0
<b>Total Expenditures</b>	<b>128,999,704</b>	<b>139,968,272</b>	<b>150,796,237</b>	<b>40,651,523</b>	<b>41,329,358</b>	<b>45,509,167</b>	<b>617,541</b>	<b>1,913,015</b>	<b>955,474</b>
Excess (deficiency) of revenues over (under) expenditures	-2,933,026	-7,636,843	-6,741,968	218,504	459,454	(509,126)	1,527,752	(117,176)	2,174,627
<b>OTHER FINANCING SOURCES (USES)</b>									
Capital Lease Proceeds	0	0	15,000,000	0	0	0	0	0	0
Issuance of debt /Lease Proceeds	0	0	0	0	0	2,216,125	0	0	0
Refunding bond proceeds	0	0	0	0	0	0	0	0	0
Capital Contributions	0	0	0	0	0	0	0	0	0
Pmt to refunded bond escrow agent	0	0	0	0	0	0	0	0	0
Transfers in	3,312,933	871,389	829,968	0	0	0	0	0	0
Transfers out	(1,958,689)	(6,426,475)	(2,588,699)	(580,000)	(570,000)	(570,000)	(60,000)	0	(42,600)
Contributions from Enterprise funds	0	0	0	0	0	0	0	0	0
<b>Total Other Financing Sources (Uses)</b>	<b>1,354,244</b>	<b>(5,555,086)</b>	<b>13,241,269</b>	<b>(580,000)</b>	<b>(570,000)</b>	<b>1,646,125</b>	<b>(60,000)</b>	<b>0</b>	<b>(42,600)</b>
Net change in fund balance	-1,578,782	-13,191,929	6,499,301	(361,496)	(110,546)	1,136,999	1,467,752	(117,176)	2,132,027
Fund Balances - beginning	35,037,122	33,458,340	20,266,411	4,405,980	4,044,484	3,933,938	5,729,651	7,197,403	7,080,227
Fund Balances - ending	<b>\$33,458,340</b>	<b>\$20,266,411</b>	<b>\$26,765,712</b>	<b>\$4,044,484</b>	<b>\$3,933,938</b>	<b>\$5,070,937</b>	<b>\$7,197,403</b>	<b>\$7,080,227</b>	<b>\$9,212,254</b>
% change			32%			29%			30%

The major increase to the fund balance in the GENERAL FUND is due to the acquisition of capital lease proceeds.



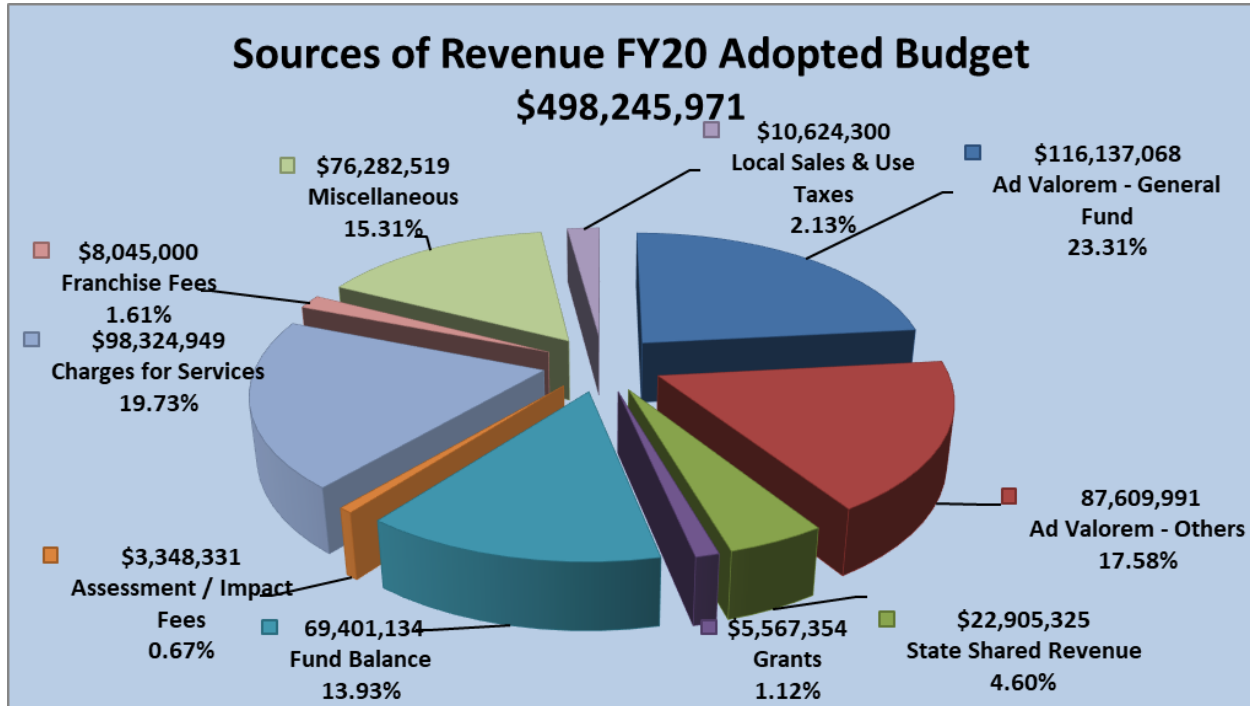
	OTHER GOVERNMENTAL FUNDS			TOTAL GOVERNMENTAL FUNDS		
	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL
<b>REVENUES:</b>						
Taxes	\$43,825,345	\$48,236,210	\$48,699,017	\$165,949,315	\$176,526,313	\$190,844,002
Licenses and permits	15,202,762	15,862,488	17,995,616	16,050,279	16,700,257	\$18,859,211
Intergovernmental revenues	25,684,072	17,293,603	19,642,931	46,178,269	38,601,668	\$42,394,731
Charges for services	4,602,580	4,870,884	4,804,476	21,801,677	22,631,331	\$23,373,480
Fines and forfeitures	947,111	511,309	574,961	2,431,495	1,858,250	\$1,968,848
Interest income	546,385	930,811	1,772,226	1,015,118	1,625,710	\$3,052,116
Contributions-private sources&donations		297,012	1,726,269		587,128	\$1,824,125
Miscellaneous revenues	5,590,283	2,259,996	1,118,454	12,054,383	7,647,736	\$6,201,848
<b>Total Revenues</b>	<b>96,398,538</b>	<b>90,262,313</b>	<b>96,333,950</b>	<b>265,480,536</b>	<b>266,178,393</b>	<b>288,518,361</b>
<b>EXPENDITURES:</b>						
Current:						
General government	9,673,887	9,090,634	8,057,138	54,116,377	66,940,228	67,542,560
Public safety	8,823,290	10,710,792	12,412,434	108,884,240	114,006,200	119,915,758
Physical environment	14,927,626	11,016,781	10,168,507	16,832,848	11,585,656	10,659,263
Transportation	15,720,753	16,175,268	13,278,272	16,168,819	16,752,567	13,878,569
Economic environment	2,053,520	2,454,462	2,364,985	2,875,403	3,212,106	3,277,612
Human services	4,888,563	4,432,578	5,533,011	6,889,048	6,599,584	7,776,731
Culture and recreation	3,808,567	4,012,029	4,349,602	13,802,127	14,204,491	15,416,463
Capital Outlay	21,519,819	24,594,385	36,798,691	29,357,748	30,096,103	50,049,349
Debt Service	6,126,993	5,835,626	6,687,958	8,885,176	8,136,265	8,395,171
<b>Total Expenditures</b>	<b>87,543,018</b>	<b>88,322,555</b>	<b>99,650,598</b>	<b>257,811,786</b>	<b>271,533,200</b>	<b>296,911,476</b>
Excess (deficiency) of revenues over (under) expenditures	8,855,520	1,939,758	(3,316,648)	7,668,750	(5,354,807)	(8,393,115)
<b>OTHER FINANCING SOURCES (USES)</b>						
Capital Lease Proceeds	5,355,323	-	12,817,801	5,355,323	-	27,817,801
Issuance of debt /Lease Proceeds	-	4,967,000	8,958,875	-	4,967,000	11,175,000
Refunding bond proceeds	-	-	-	-	-	-
Capital Contributions	-	-	-	-	-	-
Pmt to refunded bond escrow agent	-	-	-	-	-	-
Transfers in	11,019,655	11,626,046	7,202,099	14,332,588	12,497,435	8,032,067
Transfers out	(11,962,899)	(5,880,399)	(5,325,078)	(14,561,588)	(12,876,874)	(8,526,377)
Contributions from Enterprise funds						
<b>Total Other Financing Sources (Uses)</b>	<b>4,412,079</b>	<b>10,712,647</b>	<b>23,653,697</b>	<b>5,126,323</b>	<b>4,587,561</b>	<b>38,498,491</b>
Net change in fund balance	13,267,599	12,652,405	20,337,049	12,795,073	(767,246)	30,105,376
Fund Balances - beginning	62,758,849	76,026,448	88,678,853	107,931,602	120,726,675	119,959,429
Fund Balances - ending	\$76,026,448	\$88,678,853	\$109,015,902	\$120,726,675	\$119,959,429	\$150,064,805
% change			23%			

The major increase to the fund balance in the OTHER GOVT FUNDS is due to capital projects not being completed.

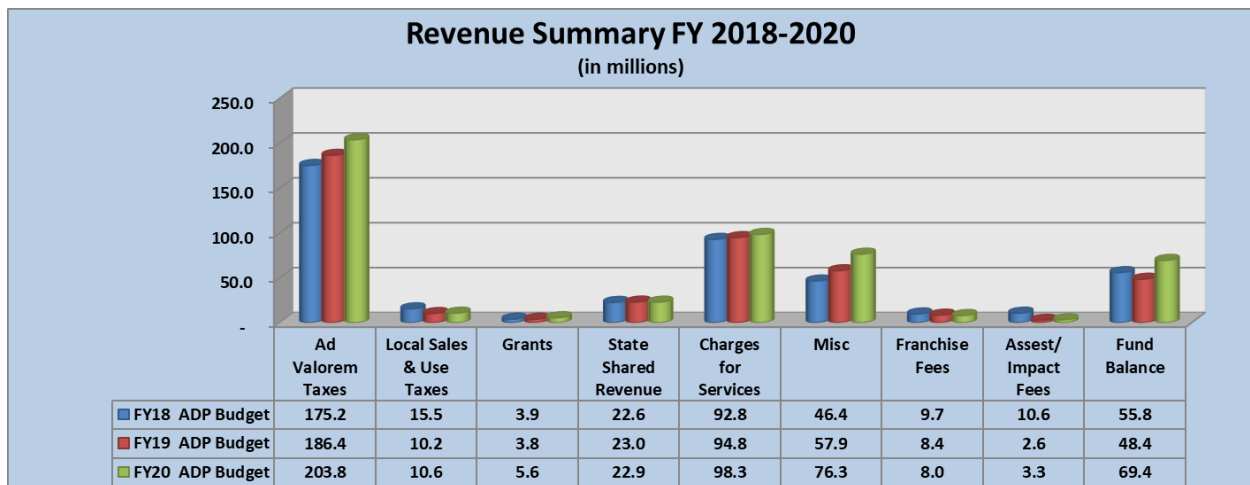


## REVENUES

Martin County receives a wide range of revenue to fund its operations and capital projects. The inflow of financial resources includes taxes, fees, special assessments, intergovernmental revenues, charges for services, and other miscellaneous revenues. At any given time, Martin County has over one hundred distinct revenue accounts; however, for reporting purposes they are often bundled into the following categories:



Revenue estimates for budget purposes are based on historical trends, current economic conditions, future financial forecasts, legislative actions, departmental operations, constitutional officers revenue estimates from program-related fees, grants, and other sources. The Florida Department of Revenue provides estimates for gas tax revenue, local half cent sales tax revenue, communications services tax revenue, and state revenue sharing, partially based on sales/use tax and cigarette tax. Ad valorem tax is estimated based on taxable property values provided by the Property Appraiser by July 1 of each year.

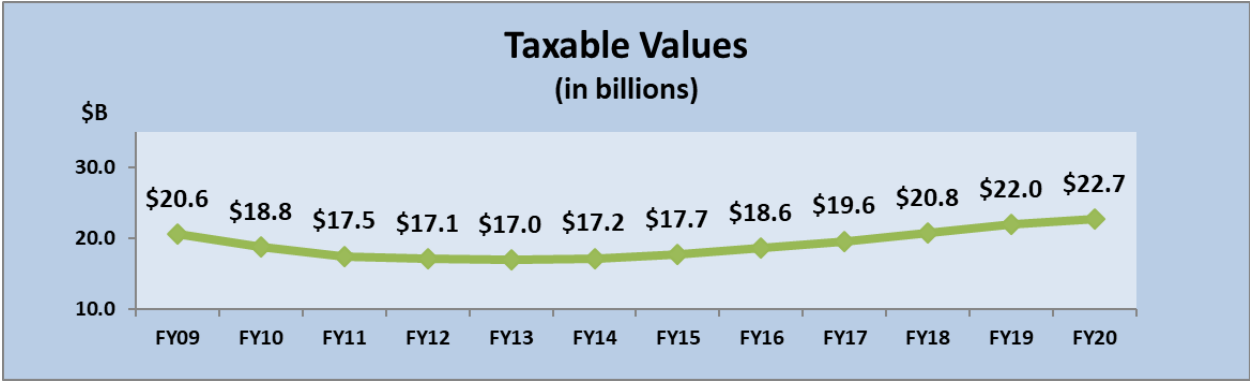


The following section is designed to review major revenues and how they compare from year to year.

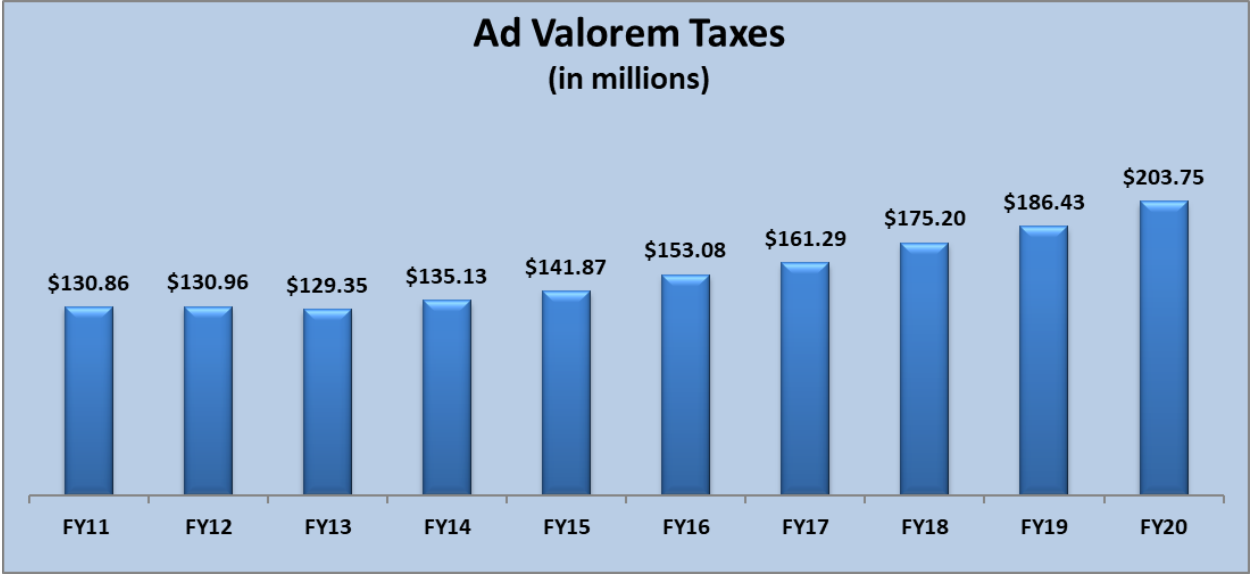


### Ad Valorem Taxes

Ad valorem tax (property tax) is defined as a tax based upon the assessed value of real and personal property. Ad valorem tax rates are expressed in mills. A mill is defined as 1/1000 of a dollar, or \$1 per \$1,000 of taxable value. Property tax revenues depend upon the taxable value of real and personal property determined by the Property Appraiser.



Martin County levies taxes on all real and personal property within its borders, including municipalities for services provided throughout the county. Ad valorem taxes account for 40.8% of all revenue in the Adopted FY20 Budget. Growth in the tax base increases the County's ad valorem tax revenues without major increases in the tax rate.





### Property Tax - Municipal Services Taxing Unit

In addition to Countywide millage, Martin County also has the authority to levy taxes in Municipal Service Taxing Units (MSTUs): Fire Rescue, Parks and Recreation, Stormwater, Road Maintenance, and five Commissioner District MSTUs. MSTUs provide specialized services within legally specified geographic boundaries. Currently four of the five District MSTUs levy a millage. Therefore, additional taxes will be levied within the boundaries established for Districts One, Two, Three, and Five.

This tax is assessed only on property in the unincorporated areas of the County, and it is reserved to provide operating funds for County services that are comparable to certain activities provided by municipalities, hence the term Municipal Services Taxing Unit. MSTU revenues are kept in separate accounting funds to ensure that the money is spent only in the areas from which this tax was collected, and only for specific purposes: fire rescue, parks, stormwater, and road infrastructure maintenance. Property owners within the City of Stuart, Town of Sewall's Point, Town of Ocean Breeze, Town of Jupiter Island, and Village of Indiantown do not pay this property tax.

### Millage Overview

The following terms are commonly used in budget documentation pertaining to millage:

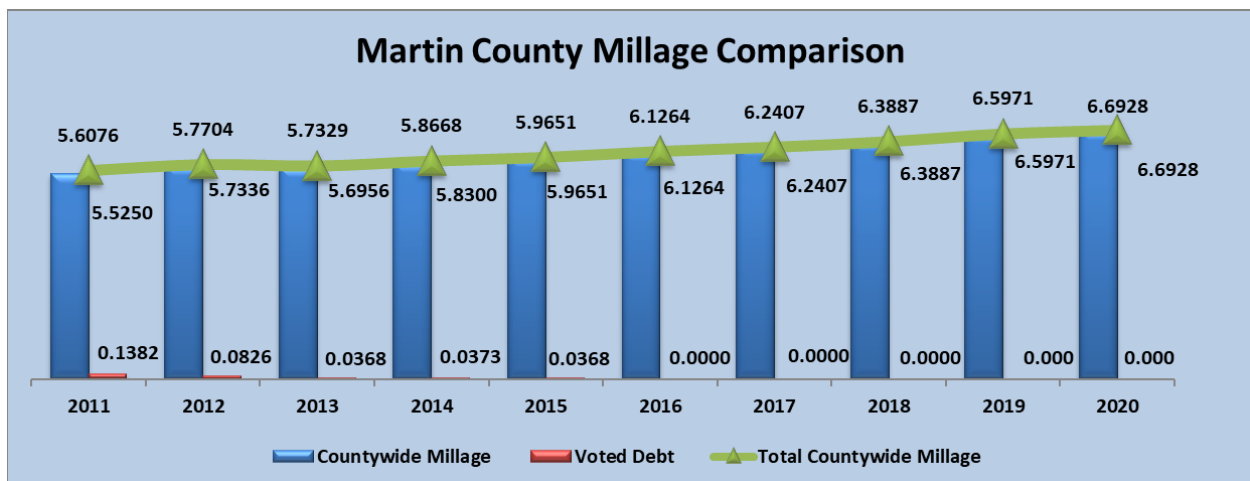
**Millage:** The rate charged per thousand of taxable value. For example, on a home with a taxable value of \$100,000 assessed, taxes would equal \$100 (\$1 for each \$1,000 of taxable value). The millage rate is calculated by dividing the amount of the proposed ad valorem into the total taxable value (less 5%).

**Aggregate Millage Rate:** A rate obtained by dividing the sum of all ad valorem taxes levied by the Martin County Board of County Commissioners by the taxable value of the County. This rate expresses an average tax rate.

**Total Millage:** A rate that is the aggregate millage plus the voted debt service millage.

**Rolled Back Rate:** a millage rate that will bring in ad valorem revenues equal to the prior year's dollar amount. The value of new construction is excluded from the calculation of the roll back rate.

The millage comparison chart below does not include Martin County unincorporated MSTUs, other taxing authorities (Martin County School District, Children's Services, South Florida Water Management, Florida Inland Navigation District), or the various municipalities (City of Stuart, Town of Sewall's Point, Town of Jupiter, Town of Ocean Breeze, and Village of Indiantown).





<b>ADOPTED MILLAGE ANALYSIS FY20</b>					
<b>MARTIN COUNTY, BOARD OF COUNTY COMMISSIONERS</b>					
	<b>FY19 Adopted Millage</b>	<b>FY19 Adopted Ad Valorem</b>	<b>FY20 Tentative Millage</b>	<b>FY20 Adopted Ad Valorem</b>	<b>Incr/Decr FY19 to FY20</b>
<b>TAXING AUTHORITY</b>					
<b>Countywide Revenue</b>					
BOARD OF COUNTY COMMISSIONERS:					
General Revenue	5.1901	109,053,394	5.3762	116,137,068	3.59%
Capital Improvements	0.7657	16,087,987	0.6928	14,965,775	-9.52%
Coastal Management	0.2563	5,384,565	0.2493	5,384,565	-2.73%
Health Care/Medical Services	0.3850	8,090,534	0.3745	8,090,534	-2.73%
<b>Total Countywide</b>	<b>6.5971</b>	<b>138,616,480</b>	<b>6.6928</b>	<b>144,577,942</b>	<b>1.45%</b>
<b>Municipal Service Taxing Unit</b>					
Fire Rescue MSTU					
Operations	2.5196	35,114,511	2.6945	44,667,442	6.94%
Capital	0.1123	1,564,865	0.0944	1,564,865	-15.94%
<b>Total Fire Rescue MSTU</b>	<b>2.6319</b>	<b>36,679,376</b>	<b>2.7889</b>	<b>46,232,307</b>	<b>5.97%</b>
Parks & Recreation MSTU	0.1615	2,250,810	0.1732	2,535,742	7.24%
Stormwater MSTU	0.2641	3,680,605	0.2857	4,182,092	8.18%
Road Maintenance MSTU	0.3038	4,233,823	0.3364	4,924,726	10.73%
<b>Total Municipal Service Taxing Unit (MSTU)</b>	<b>3.3613</b>	<b>46,844,614</b>	<b>3.5842</b>	<b>57,874,867</b>	<b>6.63%</b>
<b>Total Millage Countywide and MSTU (excluding Commission District MSTU's and Special District)</b>					
	<b>9.9584</b>	<b>185,461,094</b>	<b>10.2770</b>	<b>202,452,809</b>	<b>3.20%</b>
<b>Non Countywide Revenue</b>					
<b>Commission District MSTU</b>					
District One (1)	0.0755	250,000	0.0868	300,000	14.97%
District Two (2)	-	-	0.1176	215,000	100.00%
District Three (3)	0.0663	200,000	0.0662	208,000	-0.15%
District Four (4)	-	-	-	-	-
District Five (5)	0.0625	200,000	0.0743	250,000	18.88%
<b>Special District A-61 (Hutch. Isl)</b>	<b>0.2302</b>	<b>321,250</b>	<b>0.2216</b>	<b>321,250</b>	<b>-3.74%</b>
<b>Total Millage Non Countywide</b>	<b>0.4345</b>	<b>971,250</b>	<b>0.5665</b>	<b>1,294,250</b>	<b>30.38%</b>
<b>Total Ad Valorem (Including Commission District MSTU's &amp; Special District A-61)</b>					
		<b>186,432,344</b>		<b>203,747,059</b>	



<b>MILLAGE ANALYSIS FY20 ADOPTED BUDGET</b>				
<b>MARTIN COUNTY, ALL TAXING AUTHORITIES</b>				
	<b>FY17 Adopted Millage</b>	<b>FY18 Adopted Millage</b>	<b>FY19 Adopted Millage</b>	<b>FY20 Adopted Millage</b>
<b>TAXING AUTHORITY</b>				
<b>Countywide Revenue</b>				
<b>BOARD OF COUNTY COMMISSIONERS:</b>				
General Revenue	4.8765	5.1637	5.1901	5.3762
Capital Improvements	0.6790	0.5763	0.7657	0.6928
Coastal Management	0.2831	0.2687	0.2563	0.2493
Health Care/Medical Services	0.4021	0.3800	0.3850	0.3745
<b>Total Countywide</b>	<b>6.2407</b>	<b>6.3887</b>	<b>6.5971</b>	<b>6.6928</b>
<b>Municipal Service Taxing Unit</b>				
<b>Fire Rescue MSTU</b>				
Operations	2.3675	2.3874	2.5196	2.6945
Capital	0.0914	0.0859	0.1123	0.0944
Total Fire Rescue MSTU	2.4589	2.4733	2.6319	2.7889
Parks & Recreation MSTU	0.1487	0.1606	0.1615	0.1732
Stormwater MSTU	0.2503	0.2542	0.2641	0.2857
Road Maintenance MSTU	0.2950	0.2854	0.3038	0.3364
<b>Total Municipal Service Taxing Unit (MSTU)</b>	<b>3.1529</b>	<b>3.1735</b>	<b>3.3613</b>	<b>3.5842</b>
<b>Total Millage Countywide and MSTU (excluding Commission MSTU's and Special District)</b>				
	<b>9.3936</b>	<b>9.5622</b>	<b>9.9584</b>	<b>10.2770</b>
<b>Non Countywide Revenue</b>				
<b>Commission District MSTU</b>				
District One (1)	-	0.0803	0.0755	0.0868
District Two (2)	-	-	-	0.1176
District Three (3)	-	0.0401	0.0663	0.0662
District Four (4)	-	-	-	-
District Five (5)	-	0.0681	0.0625	0.0743
<b>Special District A-61 (Hutch. Isl)</b>	<b>0.2617</b>	<b>0.2635</b>	<b>0.2302</b>	<b>0.2216</b>
<b>Total Millage Non Countywide</b>	<b>0.2617</b>	<b>0.4520</b>	<b>0.4345</b>	<b>0.5665</b>
<b>School District</b>				
Schools, by State Law	4.6330	4.3040	4.1140	3.9000
Schools, Local Discretionary	0.7480	0.7480	1.2480	1.2480
Schools, Capital Outlay	1.5000	1.5000	1.5000	1.5000
<b>Total School Board District Millage</b>	<b>6.8810</b>	<b>6.5520</b>	<b>6.8620</b>	<b>6.6480</b>
<b>Other Taxing Agencies</b>				
Children Services	0.3618	0.3618	0.3618	0.3618
SFWMD	0.3307	0.3100	0.2936	0.2795
FIND	0.0320	0.0320	0.0320	0.0320
<b>Total Other Taxing Agencies</b>	<b>0.7245</b>	<b>0.7038</b>	<b>0.6874</b>	<b>0.6733</b>
<b>Total All Tax Authorities (Excluding Non Countywide)</b>				
	<b>16.9991</b>	<b>16.8180</b>	<b>17.5078</b>	<b>17.5983</b>
<b>Municipalities</b>				
City of Stuart	4.8224	4.7572	4.9962	5.2302
Town of Sewalls Point	2.8700	2.8700	2.8700	2.8700
Town of Jupiter	4.3087	4.1724	4.1027	4.0391
Town of Ocean Breeze	5.2177	5.4750	6.3826	4.8008
Village of Indiantown (Incorporated in FY18)	-	-	4.2623	1.6304



**A typical tax bill:**

The average single family residential taxable value provided by the Martin County Property Appraiser is \$261,960 with a \$50,000 homestead exemption, resulting in an assessed taxable value of \$211,960. Based on the FY20 Adopted millage of 10.2770, a typical County portion of a tax bill would be \$2,178.31 as shown on the example below. This amount includes only County's government millage. Each individual tax bill would be broken down by various rates that apply to the specific area where the home is located.

Typical tax bill	FY20 Adopted millage	FY20 Tax amount
General Fund	6.6928	\$1,418.61
<b>Subtotal County</b>	<b>6.6928</b>	<b>\$1,418.61</b>
Fire Rescue MSTU	2.7889	\$591.14
Parks & Recreation MSTU	0.1732	\$36.71
Stormwater MSTU	0.2857	\$60.56
Roads MSTU	0.3364	\$71.30
<b>Total Including Unincorporated Areas</b>	<b>10.2770</b>	<b>\$2,178.31</b>
(Based on a \$261,960 assessed value less \$50,000 homestead exemption)		

Below is a table that compares the taxes on this hypothetical house for FY20 compared to FY19:

Typical tax bill Compared to prior year	FY19 Adopted Tax amount	FY20 Adopted Tax amount	Change	% Change
General Fund	\$1,398.32	\$1,418.61	\$20.28	1.45%
<b>Subtotal County</b>	<b>\$1,398.32</b>	<b>\$1,418.61</b>	<b>\$20.28</b>	<b>1.45%</b>
Fire Rescue MSTU	\$557.86	\$591.14	\$33.28	5.97%
Parks & Recreation MSTU	\$34.23	\$36.71	\$2.48	7.24%
Stormwater MSTU	\$55.98	\$60.56	\$4.58	8.18%
Roads MSTU	\$64.39	\$71.30	\$6.91	10.73%
<b>Total including unincorporated areas</b>	<b>\$2,110.78</b>	<b>\$2,178.31</b>	<b>\$67.53</b>	<b>3.20%</b>

Actual tax bills contain taxes levied for taxing authorities other than the County government: Special Districts, Children's Services Council, South Florida Water Management District (SFWMD), Florida Inland Navigational District (FIND), School Board, and, when applicable, municipalities. Each of these authorities assesses their own millage and adopts their own annual budgets. The County does not exercise control over the budgets and millage rates of other taxing districts; therefore, their budgets and millage rates are not reflected in the County's budget document.

In addition to the tax levies already mentioned, the County is required to levy a separate property tax to meet annual debt service requirements for the payment of voter approved general obligation bonds. At present, the voted debt fund has accumulated sufficient resources to satisfy the remaining debt obligation.

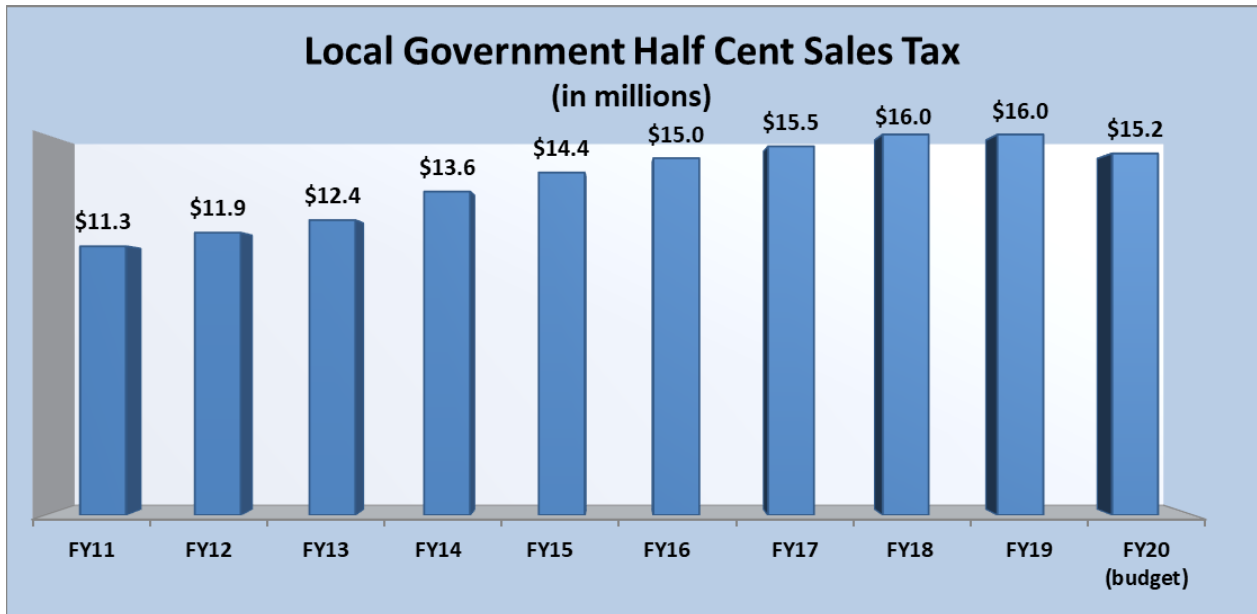




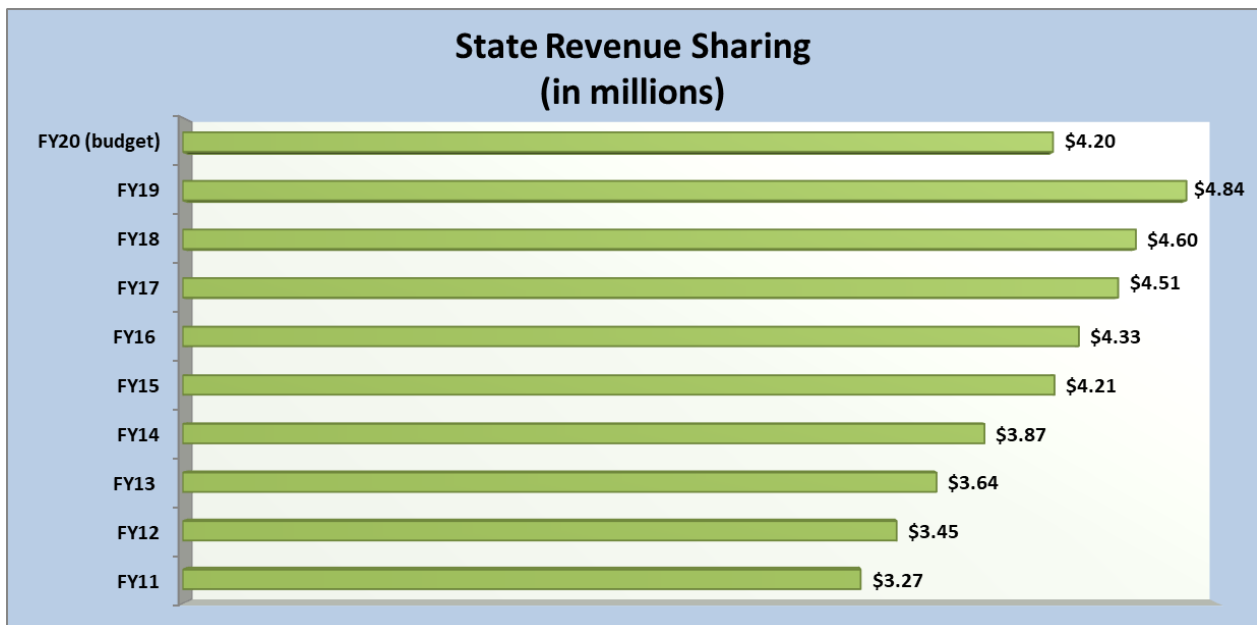
### State Shared Revenue

Major revenue types in this category are: local government half-cent sales tax, state revenue sharing, as well as the constitutional and county fuel tax. In addition, Martin County receives smaller amounts of money for insurance agent county licenses, mobile home license tax, alcoholic beverage license tax, and other minor revenue inflows.

The local government half-cent sales tax has been an important source of revenue for the County since 1981.

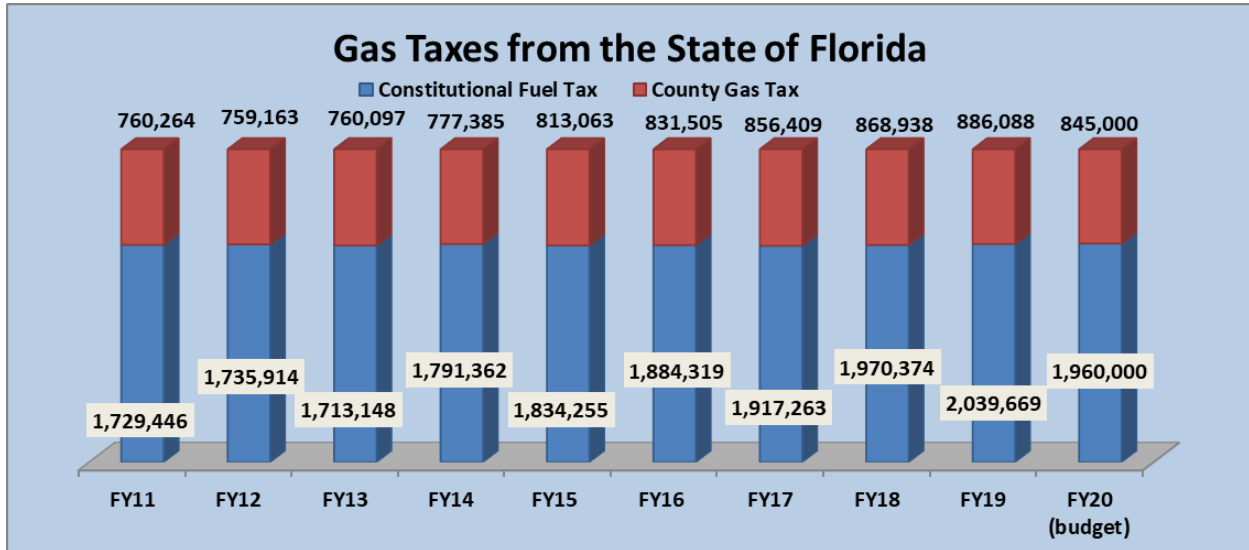


The state revenue sharing is allocated from the State to the County as a portion of the state sales tax and the cigarette tax.





Additionally, the County receives two types of fuel taxes based on State law and distributed to the counties by a State-calculated formula. The constitutional fuel tax is a 2 cent/gallon levy shared with counties only. The county fuel tax, contrary to its name, is considered a state shared revenue since its distribution is based on state set of formulas, not necessarily on collections within the county. The chart below show comparisons of revenues received from these sources in the recent years:



### Local Sales and Use Taxes

Florida law allows local governments to impose a wide range of local taxes, which in most cases are collected locally, remitted to the State, and redistributed back to counties. The major revenues in this category are Fuel Tax Local Option 1, Fuel Tax Local Option 2, Ninth Cent Fuel Tax, Communications Tax, and Tourist Development Tax.

#### Fuel Tax Local Option 1:

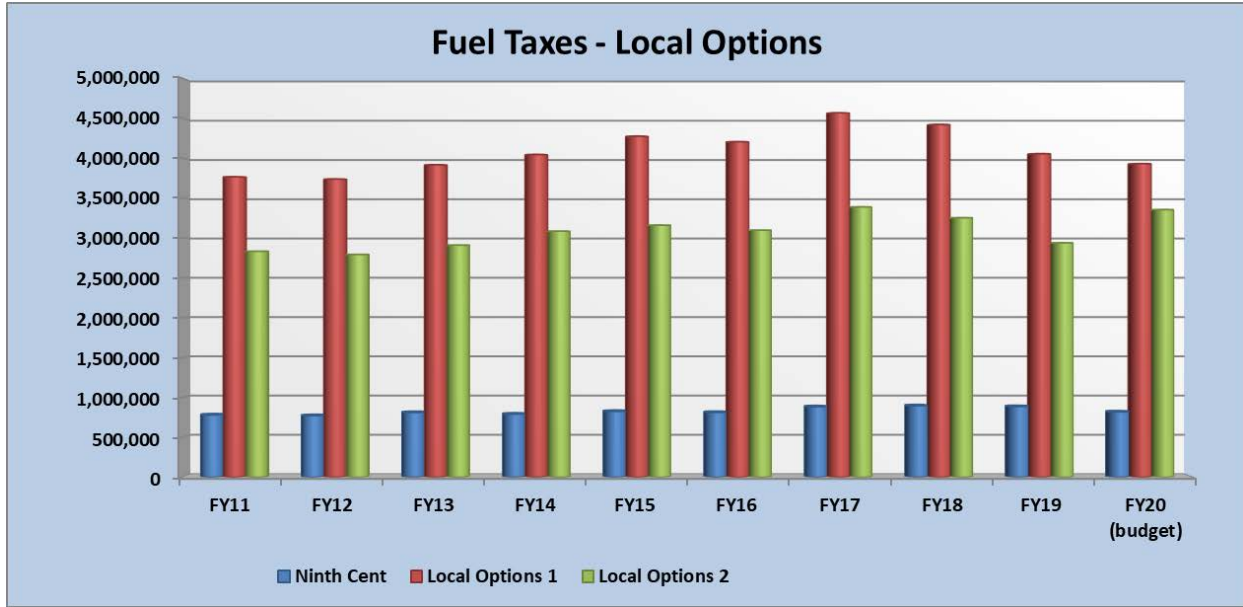
1 to 6 cents/gal of motor and diesel fuel tax intended for a variety of transportation expenditures (defined in § 336.025(7) Fla. Stat. (2014)) including sidewalks. This tax cannot be used for operating expenses other than the ones defined in the above-mentioned Statute and it cannot be pledged for debt exceeding 10 years. This tax started in 1985 (4 cents) and 1986 (2 cents) and it will expire on August 31, 2036. Martin County currently levels the maximum 6 cents for this option.

#### Fuel Tax Local Option 2:

1 to 5 cents /gal tax on motor fuel authorized by § 206.41(1)(e) and 336.025 Fla. Stat. (2014). It can be used for transportation requirements of the CIE Element of the Comprehensive Plan, and related capital outlay in the adopted Capital Improvement Plan, but not for routine maintenance. This tax will expire on August 31, 2036. Martin County currently levels the maximum 5 cents for this option.

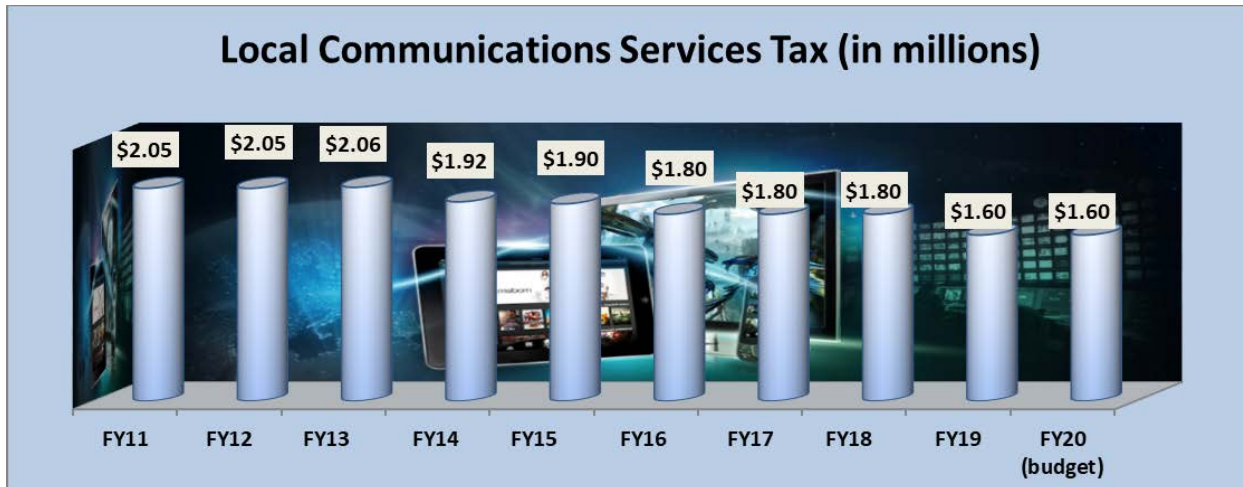
#### Ninth Cent Fuel Tax:

1 cent/gal on motor and diesel fuel tax intended for multitude of transportation expenditures (defined in § 336.025(7) Fla. Stat. (2014)) including sidewalks in both incorporated and unincorporated areas. This tax will expire on August 31, 2036.



**Communications Tax:**

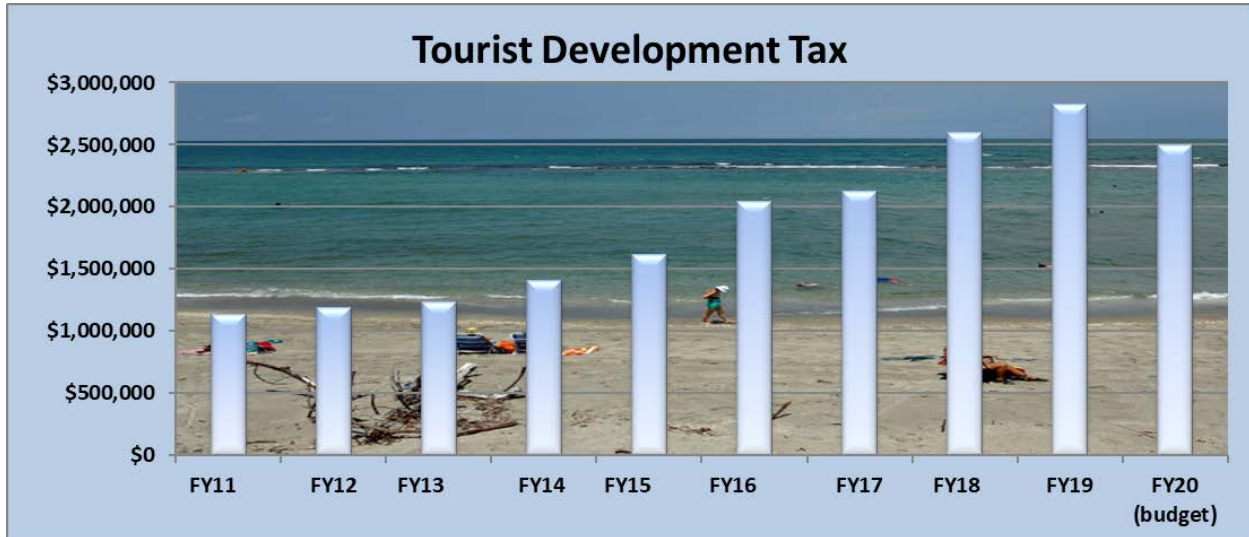
§ 202 Fla. Stat. (2014) gives the County the power to levy communication fees on private broadcasting providers. Martin County established this tax in lieu of franchise fees for the privilege of using county's municipal rights-of-way. There are no major limitations on the use of proceeds from this tax. The chart below shows the local communications tax revenues received from FY11 through FY20. Local Communications Services Tax is collected by the State and returned to counties as part of fees paid by individuals for television cable usage.





**Tourist Development Tax:**

§ 125.0104 Fla. Stat. allows the local governments to levy a "bed tax", also known as "resort tax" on transient rentals less than six months. On July 1, 2015, the Tourist Development Tax in Martin County increased from 4% to 5%. This tax can be used for capital construction of tourist-related facilities, tourism and sports promotions, and beach and inlet maintenance.



**Grants**

Martin County participates in a wide range of grant programs offered by the federal, state, and local governments and organizations. If planned wisely, grants can contribute invaluable financial resources to County programs, especially the ones related to environment, quality of life, and improved economic conditions. Department directors and project managers are responsible for identifying grant opportunities and administering grant programs if awarded. This budget includes salary and fringe benefits for recurring grants. Additional grant revenues that are awarded, and the corresponding appropriations, are included in the budget through resolutions approved by the Board during the fiscal year. The type and dollar value of grants vary significantly from year to year due to availability of grant funding and the competitive nature of grant awards.

**Fund Balance**

Fund balance is a term used in governmental accounting referring to the difference between assets and liabilities. In practical terms, fund balance is the unused portion of financial resources from the prior fiscal year due to accumulation of emergency, capital, and project reserves; encumbrances carried forward from prior fiscal year; as well as revenues collected in excess of budgeted amounts.

**Assessments and Fees**

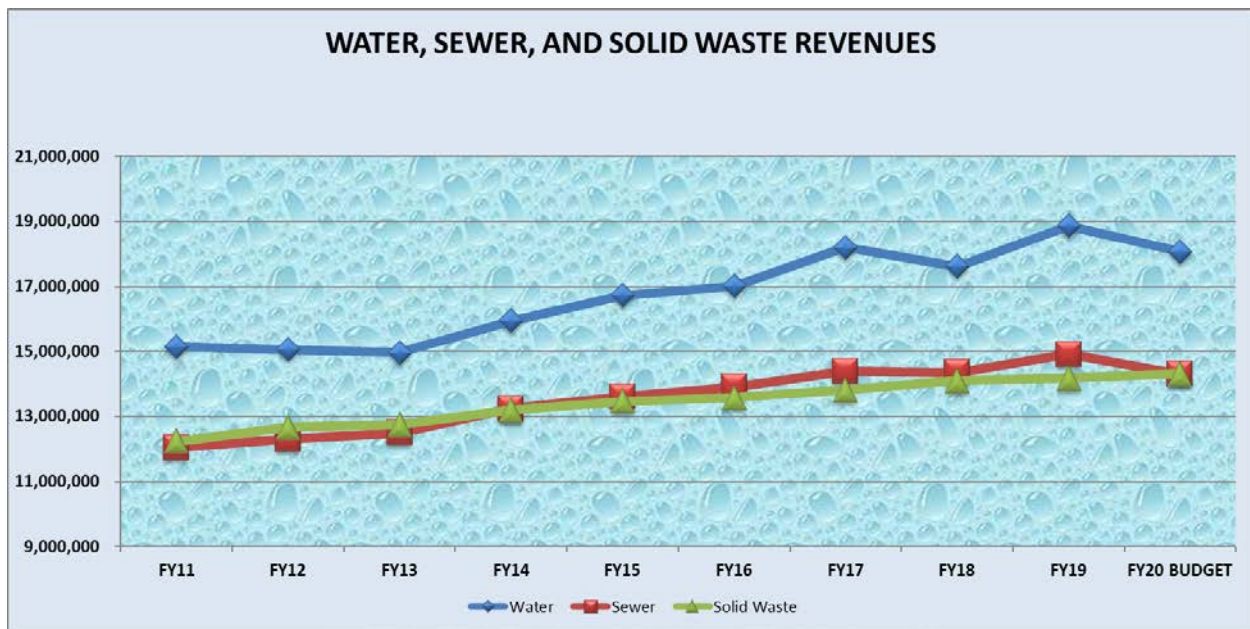
Included in this category are the following: building permits, inspection fees, franchise fees, impact fees, and special assessments. Special assessments are charged for specific benefits derived from County services or projects in specific areas. Impact fees are charged at the time of development for construction of facilities.



### Charges for Services

Charges for services include all revenues for County services delivered to either residents, businesses, or other governmental units. Martin County has the home rule authority to impose user fees and charges to recover the cost of providing a service or facility or regulating an activity. In contrast to taxes, user fees and charges have a direct relationship between the services received and the compensation paid for the service. Charges for Services include revenues from such categories as: ambulance transports, water and sewer charges, solid waste disposal charges, internal service charges, parks and recreational fees, library fees, and court related fees. In preparing the County's annual budget, the departments whose operations are supported by these fees provide the estimates of anticipated revenue. Over the past several years, the County has focused more on this type of revenue in efforts to ensure the benefits received match the cost of the services.

The most significant revenues derived from charges for services are collected in the Utilities Departments for water, sewer, and solid waste services provided to residents.



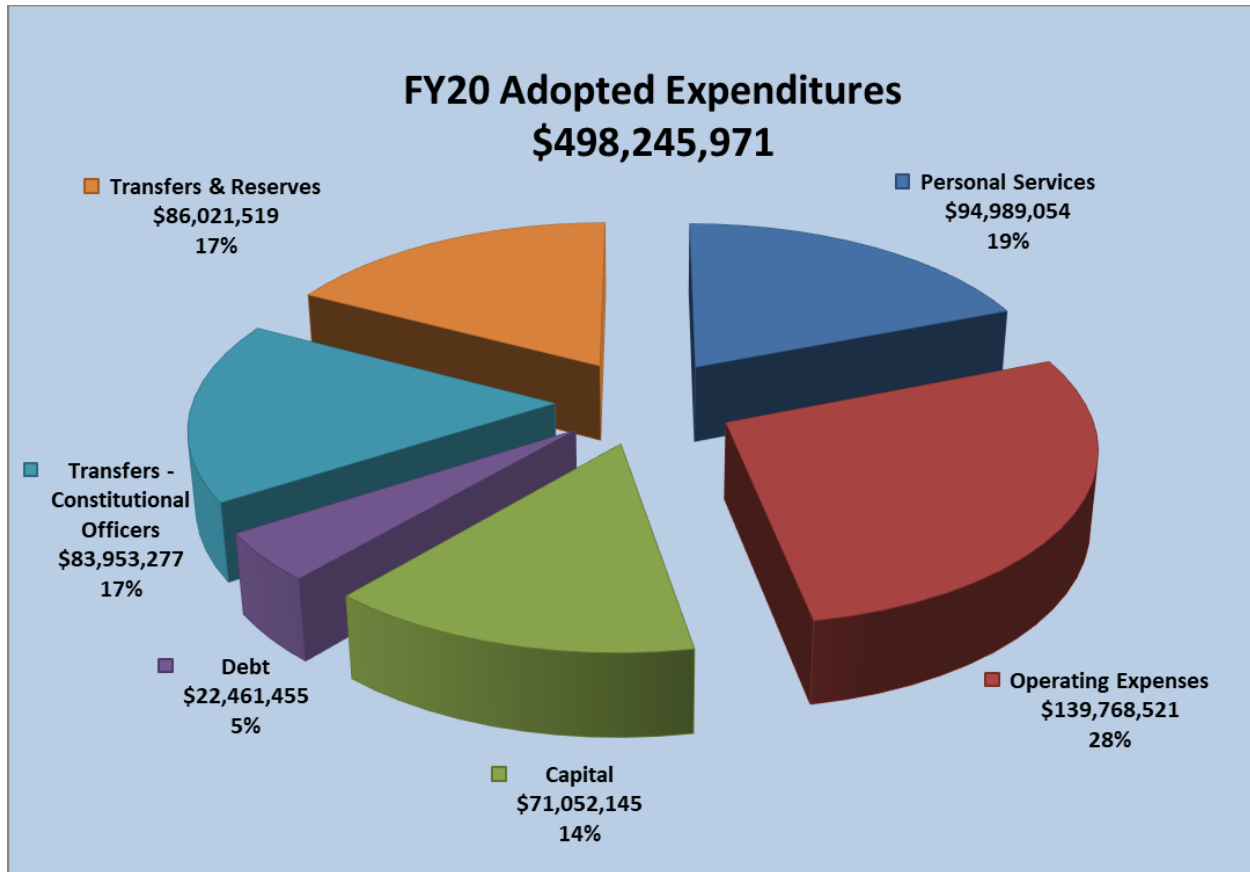
### Miscellaneous Revenues

Miscellaneous revenues account for 15.3% of total revenues. Interfund transfers account for the majority of revenues in this category. Other revenues in this category include local communications services tax, permits and fees, fines and forfeitures, interest earnings, transfers from constitutional officers, rents and royalties, sale of surplus equipment, contributions and donations, and indirect cost from departments.



### TOTAL EXPENDITURES

The most universal format used by local governments to summarize their budget information is a rollup of planned expenditures into personal, operating, capital, debt service, transfers to constitutional officers, internal transfers, and reserves:



Personal Services consist of salaries and fringe benefits. Operating expenditures cover a vast array of day-to-day governmental activities ranging from road repairs, parks maintenance, to office supplies, printing, and utility payments. Capital expenditures are related to acquisition or construction of fixed assets, and intellectual property, such as software. Debt service includes County short and long-term financial obligations. Transfers to constitutional officers are resources that the County is obligated by law to fund for work or services performed by the Clerk of Courts, Property Appraiser, Sheriff, Supervisor of Elections, Tax Collector, and judicial agencies. Internal transfers are designed to move resources within the County's fund structure to either contribute funding to specific projects and programs or to reimburse departments for work performed. Reserves are set up to save funds for a variety of governmental purposes: emergency and disaster relief, capital projects, equipment replacement, debt service, and others.

To provide a greater degree of detail, the same information is often expanded and re-sorted into charts and reports by various parameters available in the County's accounting system. The table following this section shows the same data as the chart above, but presented by departmental budgets cross-referenced with their funding sources.



## FY20 ADOPTED DEPARTMENT EXPENDITURES

DEPARTMENT	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	TRUST & AGENCY	TOTAL
Administration	5,318,880	5,325,981	-	116,278	249,377	-	-	11,010,517
Airport	-	-	-	-	1,671,964	-	-	1,671,964
Building	-	5,259,976	-	-	-	-	-	5,259,976
Capital Improvement Plan	4,000,000	13,512,138	-	21,248,771	35,120,610	-	2,326,409	76,207,928
Office of Community Development	3,700	10,000	-	-	-	-	467,048	480,748
Commission MSTU	-	951,884	-	-	-	-	-	951,884
County Attorney	1,208,494	58,481	-	-	-	-	-	1,266,976
Fire Rescue	5,648,389	42,041,839	-	-	-	-	-	47,690,229
Public Works	3,114,674	6,887,774	-	8,404,154	-	-	-	18,406,601
General Services	6,524,930	1,048,725	-	-	-	1,787,421	-	9,361,076
Growth Management	-	2,500,067	-	-	-	-	-	2,500,067
Info Technology Services	3,234,762	218,201	-	11,483	153,568	-	-	3,618,013
Library	4,026,304	90,624	-	-	-	-	-	4,116,928
Parks and Recreation	6,907,603	3,249,896	-	-	1,910,331	-	-	12,067,830
Technology Invest Plan	5,144,129	1,080,208	-	409,554	1,020,918	50,434	4,007	7,709,250
Utilities & Solid Waste	-	-	-	15,320	46,165,520	-	-	46,180,840
Clerk	1,682,833	-	-	-	-	-	-	1,682,833
Property Appraiser	3,866,843	-	-	-	-	-	-	3,866,843
Sheriff	67,259,068	3,533,925	-	-	-	-	-	70,792,993
Sheriff Non-departmental	441,165	1,265,316	-	-	-	-	-	1,706,481
State Judicial/Agencies	1,199,335	954,299	-	-	-	-	-	2,153,634
Supervisor of Elections	1,262,845	-	-	-	-	-	-	1,262,845
Tax Collector	5,550,000	1,175,000	-	-	-	-	-	6,725,000
Non-departmental	11,682,827	6,798,760	-	913,504	187,604	7,548	135,801	19,726,043
Risk Management	100,000	-	-	-	-	27,260,000	-	27,360,000
Economic Development	-	450,000	-	-	-	-	-	450,000
Grants & Aid/Service Contracts	1,341,667	4,470,179	-	-	-	-	75,000	5,886,846
Debt Service	1,907,016	2,667,170	7,748,754	2,024,271	7,975,244	-	-	22,322,455
Budgeted Transfers	11,310,119	5,010,246	-	665,000	9,968,424	-	1,115,583	28,069,372
Reserves	13,232,000	12,830,507	31,745	1,725,680	29,671,867	238,000	10,000	57,739,799
<b>FUND TOTALS:</b>	<b>165,967,583</b>	<b>121,391,196</b>	<b>7,780,499</b>	<b>35,534,015</b>	<b>134,095,427</b>	<b>29,343,403</b>	<b>4,133,848</b>	<b>498,245,971</b>

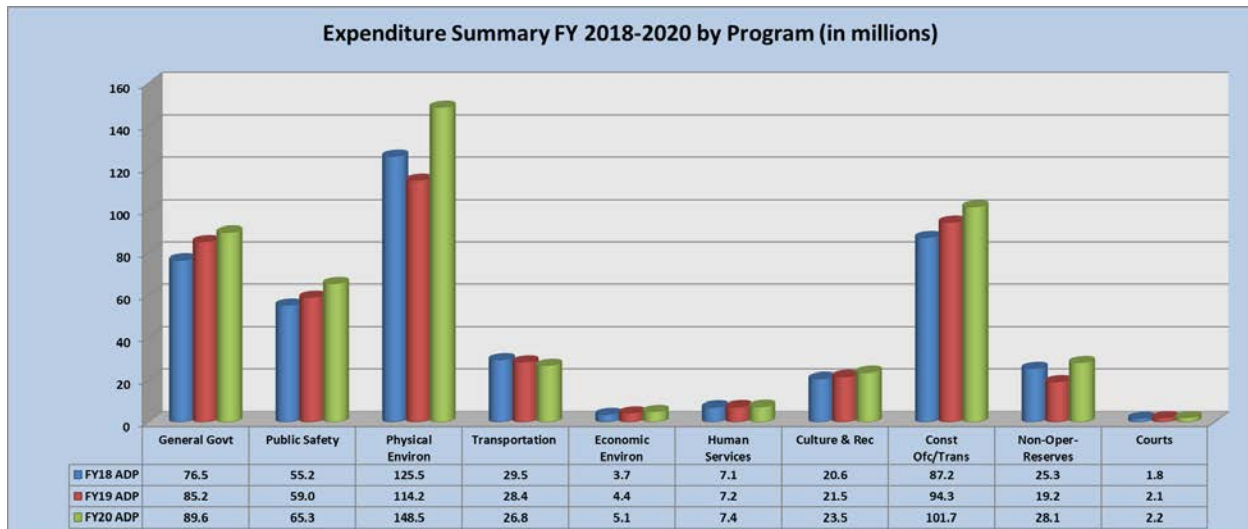
Financial information in this section of the budget document is intended to summarize hundreds of individual accounts that Martin County utilizes to track its financial transactions. These accounts appear in detail in the budget presentations by department. To facilitate the reading process of this document, it is important to note that Martin County codifies all of its revenues and expenditures according to the Generally Accepted Accounting Principles, and follows a chart of accounts established by the State of Florida's Uniform Accounting System Manual. As a result, each financial transaction is coded with several accounting designators: fund, organization, account, program, and sometimes an activity number. This terminology is used throughout the budget document, and definitions are included below to facilitate the interpretation of the data:





The most commonly used compartmentalization of governmental financial data is based on methodology used in the preparation of annual financial reports where the expenditures are grouped by programs: general government, public safety, physical environment, transportation, economic environment, human resources, culture and recreation, capital outlay, debt service, and transfers out.

Information re-sorted by program allows the users of financial reports to compare the County's major categories of spending to prior years as well as to other county governments of similar size and operations. Presented next are the total Martin County adopted expenditures planned for the next year, by program:



**General Government Services** – Non-court related services provided by the legislative and administrative branches of the County for the benefit of the public and the governmental body as a whole. This does not include administrative services provided by a specific department in support of services included in another major classification as listed above. These include: Legislative, Executive, Financial and Administrative, Legal Counsel, Comprehensive Planning, Debt Service and Other General Government.

**Public Safety** – Services for the security of persons and property. This major category includes: Fire Rescue (fire control and ambulance and rescue services), Emergency & Protective Inspections, Disaster Relief Services, and Law Enforcement (Sheriff, Police, and other Law Agencies). **Note:** The Sheriff's budget is included in the Constitutional Officers/Transfer and Court Related section on the above chart.

**Physical Environment** – Costs of services provided for the primary purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment. Included in this category are the following: Electric, Gas, and Water Utility Services, Garbage/Solid Waste Control Services, Sewer/Wastewater Services, Water-Sewer Combination Services, Conservation and Resource Management, Flood Control/Stormwater Management, and Other Physical Environment.

**Transportation** – Cost of services for the safe and adequate flow of vehicles, travelers, and pedestrians. Does not include expenditures incidental to transportation, but directly related to public safety, such as traffic control, law enforcement, and highway safety projects. This major category includes: Road and Street Facilities, Airports, Water Transportation Systems, Mass Transit Systems, Parking Facilities, and Other Transportation Systems/Services.

**Economic Environment** – Cost of providing services which develop and improve the economic condition of the community and its citizens. This excludes welfare, which is classified under the function "Human Services". This category includes Employment Opportunity and Development, Industry Development, Veteran's Services and Housing and Urban Development.





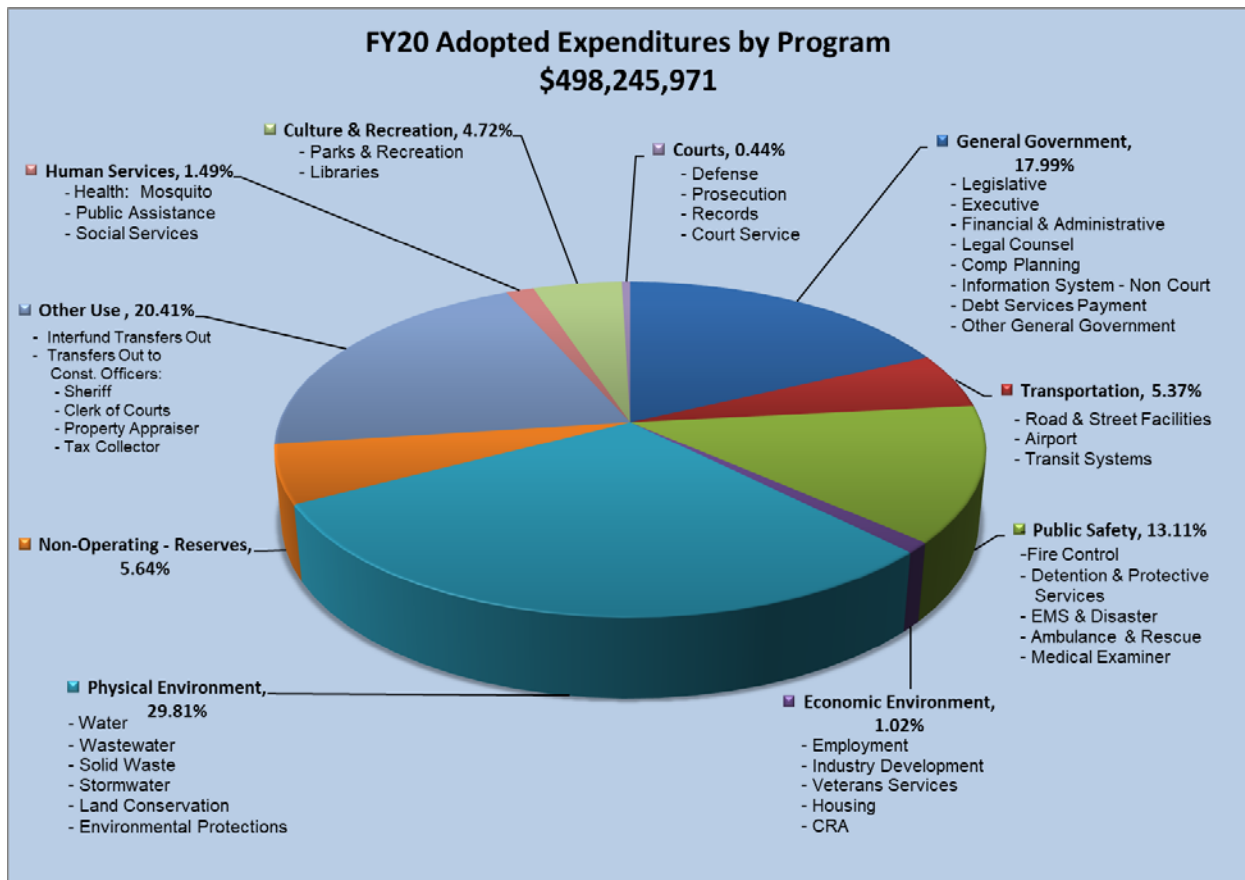
**Human Services** – Cost of providing services for the care, treatment and control of human illness, injury or handicap; and for the welfare of the community as a whole and its individuals. This includes Hospital Services, Health Services, Mental Health Services, Public Assistance Services, Developmental Disabilities Services, and Other Human Services.

**Culture / Recreation** – Cost of providing and maintaining cultural and recreational facilities and activities for the benefit of citizens and visitors. Libraries, Parks and Recreation, Cultural Services, Special Events, Special Recreation Facilities, and Charter Schools are all included in this category.

**Other Uses** - This category includes Inter-Fund Group Transfers Out, Installment Purchase Acquisitions, Capital Lease Acquisitions, Payment to Refund Bond Escrow Agent, Intragovernmental Transfers out from Constitutional Fee Officers, Clerk of Court Excess Remittance, and Non-Cash Transfers Out from General Fixed Asset Account Group.

**Other Non-operating** – Use of funds that do not represent expenditures for operating or capital purposes. This category includes Reserves.

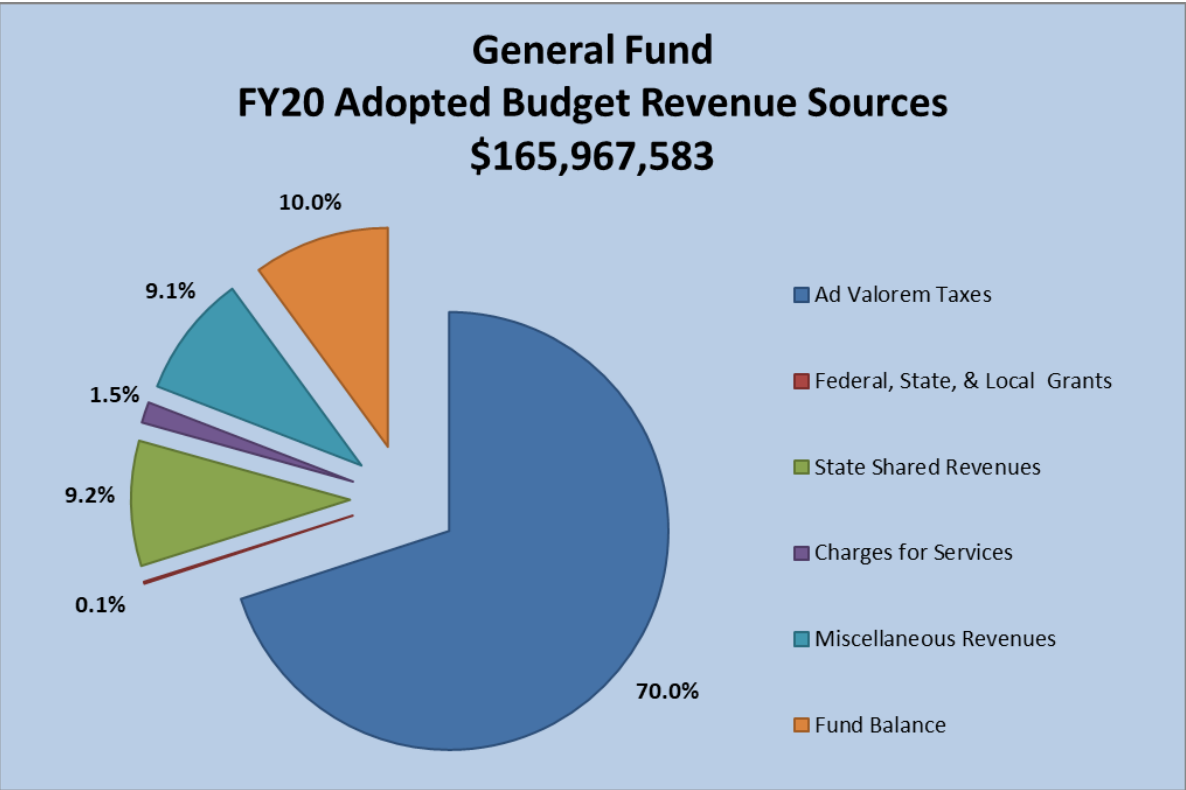
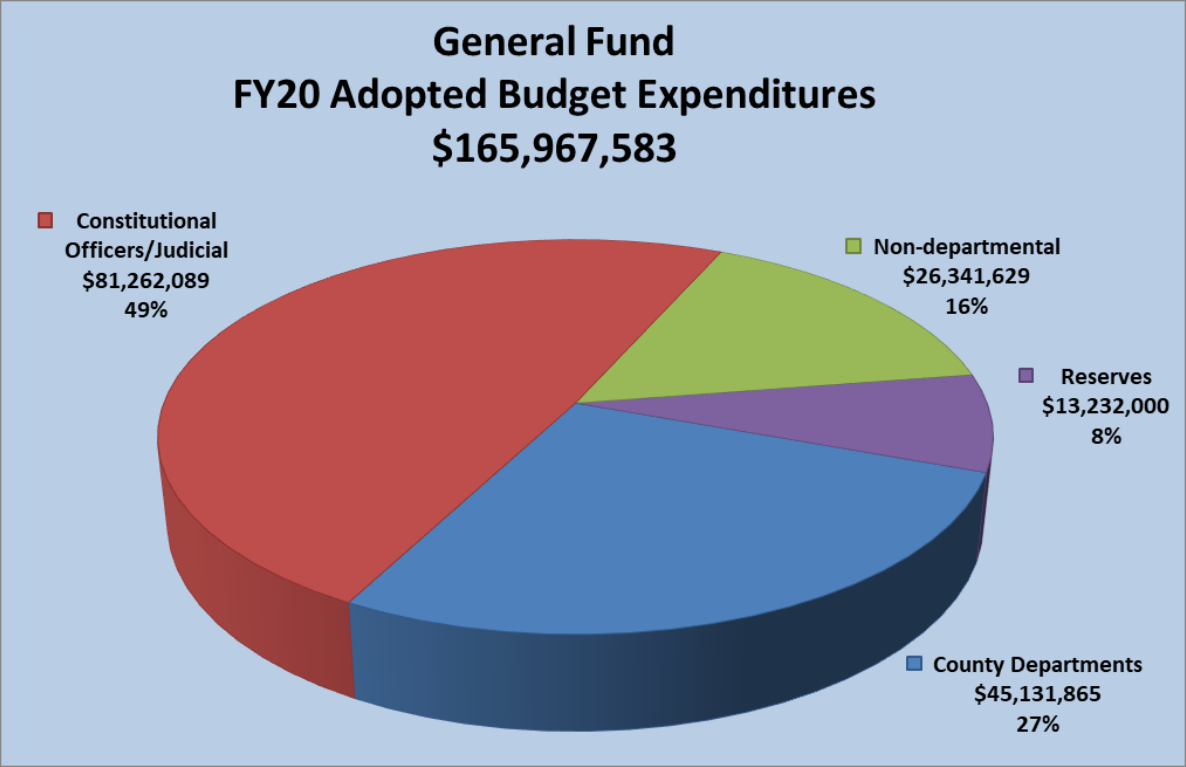
**Court-related Expenditures** – Includes General Court Administration for criminal and civil court costs.

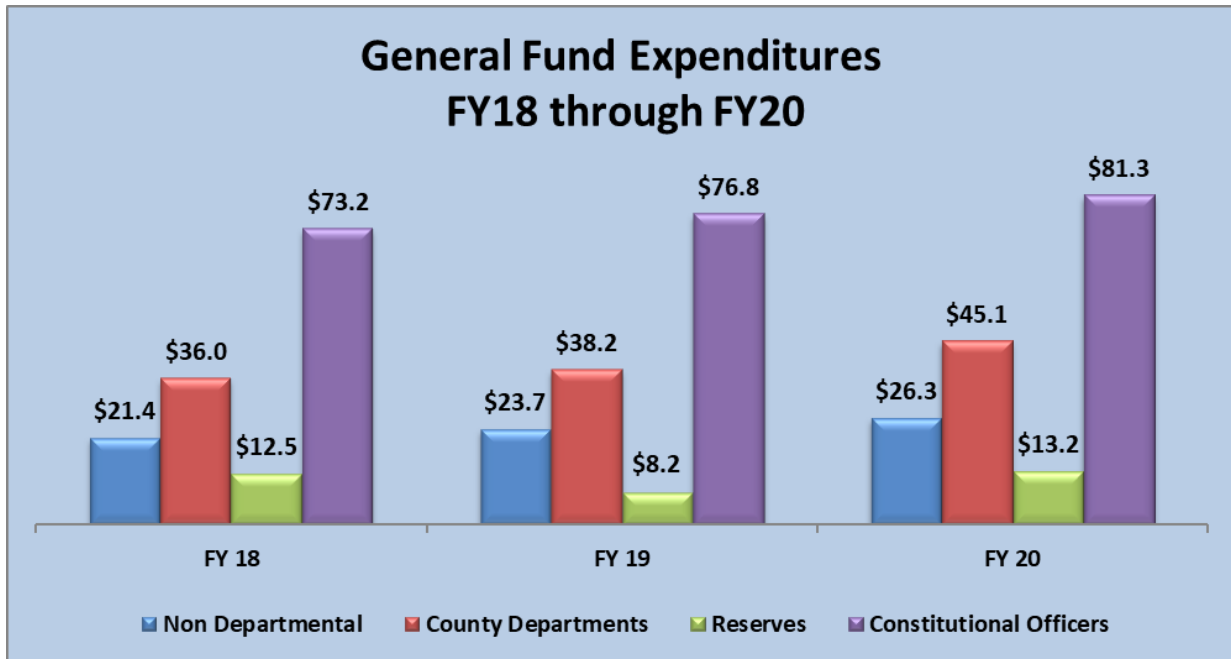




### GENERAL FUND

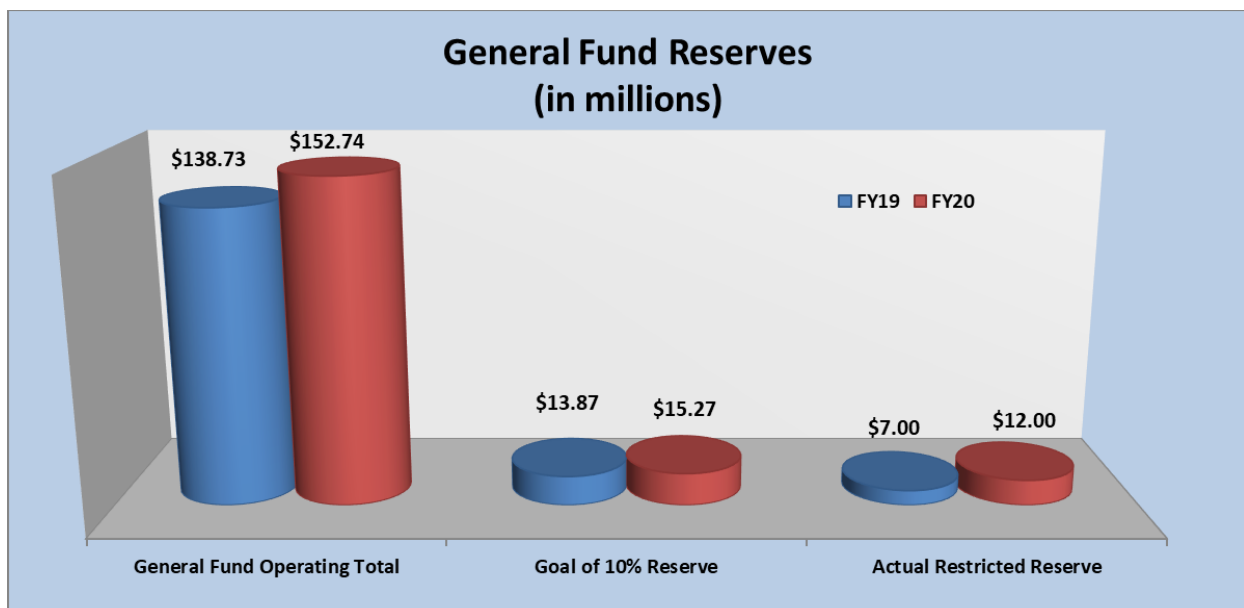
The General Fund is the largest and most comprehensive countywide fund. Funding for operating costs related to parks, libraries, courthouse, Sheriff, facilities, information technology, and other County services come primarily from this fund. The General Fund has a wide range of sources of revenue, however, the primary funding comes from ad valorem taxes.





Percentage Change from FY18 to FY20	
Non Departmental	11.1%
County Departments	18.1%
Reserves	62.0%
Constitutional Officers	5.8%

This graph shows that the General Fund Restricted Reserves does not meet the goal of at least 10% of the General Fund operating total, which is the desired level established by the County's Fiscal Policy. In FY18, reserves were utilized primarily for Hurricanes Matthew and Irma and litigation. The FY19 Adopted Budget allocated \$2 million to start replenishing General Fund Restricted Reserves. The FY20 Adopted Budget allocated \$5 million to continue replenishing General Fund Restricted Reserves.





<b>DEPARTMENT/DIVISION PERSONNEL SUMMARY</b>					
<b>BOARD OF COUNTY COMMISSIONERS DEPARTMENTS</b>	<b>FY16 ADJ'D</b>	<b>FY17 ADJ'D</b>	<b>FY18 ADJ'D</b>	<b>FY19 ADJ'D</b>	<b>FY20 ADP</b>
<b>ADMINISTRATION</b>					
ADMINISTRATION	8.00	9.00	10.00	7.00	8.00
OFFICE OF MANAGEMENT & BUDGET	10.00	10.00	11.00	11.00	11.00
COMMISSION	10.00	10.00	10.00	10.00	10.00
HUMAN RESOURCES & RISK MANAGEMENT	6.00	6.00	7.00	10.00	10.00
PURCHASING	3.00	4.00	4.00	4.00	4.00
COMMUNICATIONS / MULTI-MEDIA SERVICES	2.50	2.50	2.75	5.75	5.75
COMMUNITY SERVICES	1.10	1.10	1.10	0.90	0.90
VETERANS	2.05	2.05	3.05	3.05	3.05
SOCIAL SERVICES	1.65	1.65	1.65	1.65	1.65
SUBSTANCE ABUSE TREATMENT ASSISTANCE	2.55	2.55	2.55	3.25	3.25
OFFICE OF TOURISM	2.50	2.50	2.25	2.25	3.25
MEDICAL SERVICES	1.65	1.65	1.65	1.15	1.15
HOUSING	1.00	1.00	1.00	1.00	1.00
LEGISLATIVE DIVISION	0.00	1.00	1.00	1.00	1.00
<b>TOTAL ADMINISTRATION</b>	<b>52.00</b>	<b>55.00</b>	<b>59.00</b>	<b>62.00</b>	<b>64.00</b>
<b>BUILDING</b>					
ADMINISTRATION	4.00	4.00	4.00	4.00	4.00
PERMITTING/INSPECTIONS	24.00	24.00	27.00	30.00	30.00
LICENSING	1.00	1.00	1.00	1.00	1.00
CODE ENFORCEMENT	9.00	9.00	9.00	10.00	10.00
<b>TOTAL BUILDING SERVICES</b>	<b>38.00</b>	<b>38.00</b>	<b>41.00</b>	<b>45.00</b>	<b>45.00</b>
<b>OFFICE OF COMMUNITY DEVELOPMENT</b>					
COMMUNITY DEVELOPMENT ADMINISTRATION	3.30	4.00	4.00	5.00	5.00
LEGISLATIVE DIVISION	1.70	0.00	0.00	0.00	0.00
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>5.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>
<b>COUNTY ATTORNEY</b>					
COUNTY ATTORNEY OPERATIONS	11.00	10.00	10.00	8.00	8.00
<b>TOTAL COUNTY ATTORNEY</b>	<b>11.00</b>	<b>10.00</b>	<b>10.00</b>	<b>8.00</b>	<b>8.00</b>
<b>PUBLIC WORKS</b>					
ADMINISTRATION	4.00	4.00	4.00	4.00	4.00
TRAFFIC ENGINEERING	18.00	18.00	18.00	18.00	18.00
TRANSPORTATION PLANNING (MPO)	5.00	5.00	5.00	5.00	5.00
TRANSIT	2.00	4.00	4.00	4.00	7.00
SURVEYING & PROPERTY MANAGEMENT	11.50	0.00	0.00	0.00	0.00
CAPITAL PROJECTS	11.00	11.00	12.00	13.00	14.00
ECOSYSTEM RESTORATION & MANAGEMENT	6.00	6.50	6.50	6.00	6.00
DEVELOPMENT REVIEW	5.00	8.00	11.00	11.00	12.00
STORMWATER MAINTENANCE	19.50	19.50	19.50	19.50	19.50
FIELD OPERATIONS	46.50	46.50	46.50	46.50	46.50
MOSQUITO CONTROL	9.00	9.00	12.00	13.00	13.00
COASTAL MANAGEMENT	2.50	2.50	2.50	3.00	3.00
SURVEYING	0.00	8.25	8.25	8.50	8.50
REAL PROPERTY	0.00	4.75	4.75	4.50	4.50
<b>TOTAL PUBLIC WORKS</b>	<b>140.00</b>	<b>147.00</b>	<b>154.00</b>	<b>156.00</b>	<b>161.00</b>



<b>DEPARTMENT/DIVISION PERSONNEL SUMMARY (cont.)</b>					
<b>BOARD OF COUNTY COMMISSIONERS DEPARTMENTS</b>	<b>FY16 ADJ'D</b>	<b>FY17 ADJ'D</b>	<b>FY18 ADJ'D</b>	<b>FY19 ADJ'D</b>	<b>FY20 ADP</b>
<b>FIRE RESCUE</b>					
EMERGENCY MANAGEMENT	1.75	1.75	1.75	1.75	2.75
NUCLEAR PLANNING	2.25	2.25	2.25	2.25	2.25
FIRE RESCUE COMMUNICATIONS	15.00	15.00	15.00	15.00	15.00
OCEAN LIFEGUARDING/BEACH PATROL	19.00	19.00	19.00	19.00	21.00
FIRE PREVENTION	4.00	4.00	5.00	5.00	5.00
FIRE RESCUE ADMINISTRATION	7.00	7.00	7.00	7.00	7.00
OPERATIONS	291.00	291.00	291.00	316.00	316.00
FLEET SERVICES & LOGISTICS	6.00	6.00	6.00	6.00	7.00
SPECIAL OPERATIONS	6.00	6.00	6.00	6.00	6.00
<b>TOTAL FIRE RESCUE</b>	<b>352.00</b>	<b>352.00</b>	<b>353.00</b>	<b>378.00</b>	<b>382.00</b>
<b>GENERAL SERVICES</b>					
ADMINISTRATION	3.00	4.00	5.00	6.00	8.00
COUNTYWIDE BUILDING REPAIRS & MAINTENANCE	19.50	20.00	20.12	24.92	25.92
COUNTYWIDE UTILITY & CONTRACT MANAGEMENT	2.00	3.50	3.00	0.00	0.00
SHERIFF BUILDINGS REPAIRS & MAINTENANCE	6.50	6.00	5.00	6.50	6.50
SHERIFF UTILITY & CONTRACT MANAGEMENT	1.00	0.50	0.50	0.00	0.00
VEHICLE & EQUIPMENT REPAIRS	7.60	7.60	7.60	7.60	7.60
LIGHT VEHICLE REPLACEMENT	0.40	0.40	0.40	0.40	0.40
CRT.HSE/CRT.HLD/COB BLDG MAINT	0.00	0.00	2.38	2.58	2.58
<b>TOTAL GENERAL SERVICES</b>	<b>40.00</b>	<b>42.00</b>	<b>44.00</b>	<b>48.00</b>	<b>51.00</b>
<b>GROWTH MANAGEMENT</b>					
ADMINISTRATION	2.75	3.75	3.00	4.00	4.00
COMPREHENSIVE PLAN MANAGEMENT	4.50	5.50	8.50	8.50	8.50
DEVELOPMENT REVIEW	7.75	10.75	11.00	11.00	11.00
ENVIRONMENTAL COMPLIANCE	4.00	4.00	4.50	4.50	4.50
<b>TOTAL GROWTH MANAGEMENT</b>	<b>19.00</b>	<b>24.00</b>	<b>27.00</b>	<b>28.00</b>	<b>28.00</b>
<b>INFORMATION TECHNOLOGY SERVICES</b>					
ADMINISTRATION	3.00	3.00	3.00	2.00	2.00
DATA CENTER SERVICES	6.00	6.00	5.00	0.00	0.00
APPLICATION MANAGEMENT SERVICES	12.00	12.00	14.00	13.00	13.00
TECHNICAL MANAGEMENT SERVICES	8.00	8.00	8.00	13.00	14.00
COMMUNICATION SERVICES	3.00	3.00	3.00	6.00	6.00
DOCUMENT MANAGEMENT SERVICES	1.00	1.00	1.00	0.00	0.00
PROJECT MANAGEMENT SERVICES	0.00	0.00	0.00	5.00	5.00
RADIO SERVICES	3.00	3.00	3.00	0.00	0.00
<b>TOTAL INFORMATION SERVICES</b>	<b>36.00</b>	<b>36.00</b>	<b>37.00</b>	<b>39.00</b>	<b>40.00</b>
<b>LIBRARY</b>					
ADMINISTRATION	3.00	3.00	3.00	3.00	3.00
PUBLIC SERVICES	43.50	46.00	46.00	46.00	48.00
<b>TOTAL LIBRARY</b>	<b>46.50</b>	<b>49.00</b>	<b>49.00</b>	<b>49.00</b>	<b>51.00</b>



<b>DEPARTMENT/DIVISION PERSONNEL SUMMARY (cont.)</b>					
<b>BOARD OF COUNTY COMMISSIONERS DEPARTMENTS</b>	<b>FY16 ADJ'D</b>	<b>FY17 ADJ'D</b>	<b>FY18 ADJ'D</b>	<b>FY19 ADJ'D</b>	<b>FY20 ADP</b>
<b>PARKS &amp; RECREATION</b>					
PARKS ADMINISTRATION	3.83	3.35	3.35	3.35	3.35
PARKS OPERATIONS	46.90	48.40	53.40	52.40	53.40
INDIAN RIVERSIDE PARK ADMINISTRATION	1.95	1.75	1.75	2.55	2.55
RECREATION PROGRAMS	5.18	5.60	5.60	5.60	5.60
RECREATION GRANTS	7.30	6.30	6.30	6.30	7.30
EXTENSION SERVICE	1.00	1.00	1.00	1.00	1.00
PHIPPS PARK	1.40	1.50	1.50	1.50	1.50
SAILFISH SPLASH WATERPARK/POOL	3.84	4.00	4.00	4.20	4.20
GOLF COURSE OPERATIONS	3.60	3.10	3.10	3.10	3.10
<b>TOTAL PARKS &amp; RECREATION</b>	<b>75.00</b>	<b>75.00</b>	<b>80.00</b>	<b>80.00</b>	<b>82.00</b>
<b>TOTAL PERSONNEL FOR OPERATING FUNDS</b>	<b>814.50</b>	<b>832.00</b>	<b>858.00</b>	<b>898.00</b>	<b>917.00</b>
<b>ENTERPRISE FUNDS</b>					
<b>AIRPORT</b>					
ADMINISTRATION	3.00	3.00	3.50	3.50	3.50
OPERATIONS	3.00	3.00	3.50	2.50	4.50
CUSTOMS	0.00	0.00	0.00	1.00	0.00
<b>TOTAL AIRPORT</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>
<b>UTILITIES AND SOLID WASTE</b>					
ADMINISTRATION	6.60	8.60	8.60	8.60	8.60
TRANSFER STATION OPERATIONS	5.34	5.34	5.84	6.84	6.84
PUMP OUT BOAT	1.00	1.00	1.00	1.00	1.00
CONSTRUCTION AND DEBRIS	5.83	5.83	6.33	9.33	9.33
TECHNICAL SERVICES	13.40	11.40	11.40	11.40	11.40
CUSTOMER SERVICE	15.00	15.00	15.00	15.00	15.00
MAINTENANCE - WATER	14.90	16.40	16.40	16.40	18.40
MAINTENANCE - SEWER	20.10	20.60	20.60	20.60	20.60
TREATMENT WATER	15.00	15.00	15.00	15.00	15.00
TREATMENT SEWER	12.00	13.00	13.00	13.00	13.00
LONG-TERM CARE	1.83	1.83	1.83	1.83	1.83
HAZARDOUS WASTE	2.00	2.00	2.00	2.00	2.00
<b>TOTAL UTILITIES AND SOLID WASTE</b>	<b>113.00</b>	<b>116.00</b>	<b>117.00</b>	<b>121.00</b>	<b>123.00</b>
<b>TOTAL PERSONNEL FOR ENTERPRISE FUNDS</b>	<b>119.00</b>	<b>122.00</b>	<b>124.00</b>	<b>128.00</b>	<b>131.00</b>
<b>SUMMARY</b>					
BOARD OF COUNTY COMMISSIONERS					
OPERATING FUNDS	814.50	832.00	858.00	898.00	917.00
ENTERPRISE FUNDS	119.00	122.00	124.00	128.00	131.00
<b>TOTAL BOCC PERSONNEL</b>	<b>933.50</b>	<b>954.00</b>	<b>982.00</b>	<b>1026.00</b>	<b>1048.00</b>
<b>CONSTITUTIONAL OFFICERS</b>					
CLERK OF THE COURT	15.00	16.00	16.50	17.00	18.00
PROPERTY APPRAISER	42.00	42.00	42.00	41.00	41.00
SHERIFF	566.00	567.00	573.00	586.00	596.00
SUPERVISOR OF ELECTIONS	8.00	8.00	8.00	9.00	9.00
TAX COLLECTOR	66.00	69.00	71.00	75.00	75.00
<b>TOTAL FTE'S FOR CONSTITUTIONAL OFFICERS</b>	<b>697.00</b>	<b>702.00</b>	<b>710.50</b>	<b>728.00</b>	<b>739.00</b>
<b>TOTAL FTE'S FOR BOCC &amp; CONST. OFFICERS</b>	<b>1630.50</b>	<b>1656.00</b>	<b>1692.50</b>	<b>1754.00</b>	<b>1787.00</b>



### Debt Management in Martin County

Martin County finances certain capital projects and equipment with funds borrowed in the form of bonds, revenue notes, and lease purchase agreements. Martin County does not borrow money for day-to-day operations. Debt-related limitations and procedures are detailed in Martin County's Fiscal Policy included in this document. The Constitution of the State of Florida, Florida Statute 200.181, and Martin County set no legal debt limit.

This section provides information regarding Martin County's outstanding bonded debt and principal debt service as of September 30, 2019. A more detailed analysis is available in the Martin County, Florida Comprehensive Annual Financial Report (CAFR), fiscal year ending September 2019.

The following table shows a breakdown of the County debt including outstanding balances:

The annual debt service requirements to maturity for long-term debt (Governmental Funds) are as follows:

ISSUE	PURPOSE	AMOUNT ISSUED	ISSUE DATE	MATURITY DATE	AMOUNT OUTSTANDING
<b>Revenue Bonds / Notes / Leases</b>					
Series 2004 Revenue Note	Sheriff/EOC campus & boat ramp	\$9,000,000	06/15/04	03/01/24	\$2,025,000
Series 2005 Revenue Bonds	Fire Rescue, Sheriff EOC, Equip, Maint Shop, and MacArthur Dune Restoration	\$8,200,000	09/01/05	09/01/25	\$2,255,000
Series 2010 Revenue Note	Community Broadband Network	\$3,045,000	10/27/10	10/01/25	\$1,411,000
Series 2011 Revenue Note	Constitutional Officers Space	\$5,750,000	03/01/11	10/01/25	\$2,723,000
Series 2013 Refunding Note	Lease Purchase US Bancorp Trane A/C	\$4,124,147	09/17/13	12/19/24	\$2,358,408
Series 2014 Refunding Note	Gas Tax Refunding Revenue Note	\$23,135,000	04/01/14	04/01/26	\$16,719,000
Series 2017A Revenue Note	Capital Improvement Revenue Note / Willoughby Parcel Tax Exempt	\$3,071,000	07/15/17	09/30/32	\$2,730,000
Series 2017B Revenue Note	Capital Improvement Revenue Note / Willoughby Parcel Taxable	\$1,896,000	07/15/17	09/30/32	\$1,704,000
Series 2017C Revenue Note	Capital Improvement Revenue Note / Mapp Rd & Bridge Rd Town Ctr's (CRA)	\$3,846,000	01/20/18	09/30/28	\$3,508,000
Series 2017D Revenue Note	Capital Improvement Revenue Note / Lake Point	\$15,033,000	01/20/18	09/30/33	\$14,286,000
Series 2017E Revenue Note	Capital Improvement Revenue Note / Fire Rescue Equipment	\$2,246,000	01/20/18	09/30/26	\$2,012,000
Series 2018 Revenue Note	Special Assessment Revenue Note / North River Shores Special Assessment	\$5,050,000	09/30/18	09/30/39	\$4,289,390
Series 2019 Revenue Note	Half-Cent Sales Tax Revenue Bonds	\$38,840,000	04/23/19	07/30/39	\$38,840,000
Capital Lease Purchase	Parks Sports Lighting Project	\$8,318,628	03/18/11	09/30/21	\$1,914,527
Capital Lease Purchase	Pumper Truck	\$600,000	12/19/12	09/30/22	\$185,741
Capital Lease Purchase	Ladder Truck & Equipment	\$720,893	05/09/12	09/30/21	\$239,808
Capital Lease Purchase	Fire Pumpers (2)	\$1,320,371	05/01/15	04/01/25	\$823,031
Capital Lease Purchase	Trane Jail Contract	\$12,817,801	11/17/17	04/01/32	\$12,035,830
Capital Lease Purchase	Public Radio System	\$5,355,323	12/31/15	01/01/26	\$3,869,751
Capital Lease Purchase	Fire Equipment	\$4,000,000	05/01/19	11/01/25	\$4,000,000
Capital Lease Purchase	Trane Health Department	\$1,594,000	03/21/19	09/01/33	\$1,483,429
<b>Total Revenue Bonds / Notes / Leases</b>		<b>\$157,963,163</b>			<b>\$119,412,915</b>
<b>Utility Enterprise Revenue Bonds / Notes</b>					
Series 2016A Revenue Bond	Refinance Series 2009A Revenue Bond, Series 2010 and 2012 Revenue Notes	\$47,760,000	11/16/17	10/01/39	\$44,190,000
Series 2016B Revenue Bond	Refinancing Series 2009B Revenue Bond	\$24,625,000	11/16/17	10/01/39	\$15,485,000
Interfund Loan	Loan from Solid Waste (Bio Solids Facility)	\$6,716,490	10/01/13	10/01/28	\$4,538,838
Interfund Loan	Loan from Solid Waste (Crane Creek septic to sewer)	\$1,889,880	10/01/16	10/01/31	\$1,621,713
Interfund Loan	Loan from Solid Waste (Orchid Bay septic to sewer)	\$1,001,494	11/01/18	05/01/33	\$945,708
Interfund Loan	Loan from Solid Waste (Palm Lake Estates)	\$165,860	11/01/19	05/01/34	\$165,860
State Revolving Loan	Seagate Harbor Wastewater	\$2,846,853	04/15/05	04/15/25	\$1,003,318
<b>Total Utility Revenue Bonds / Notes</b>		<b>\$85,005,577</b>			<b>\$67,950,437</b>
<b>TOTAL ALL ISSUES</b>		<b>\$242,968,740</b>			<b>\$187,363,352</b>



### Governmental Activities

(Does not include Sheriff information)

Year Ended September 30	Bonds and Notes		Capital Leases	
	Principal	Interest	Principal	Interest
2020	6,942,800	3,650,865	3,137,080	632,686
2021	7,319,273	3,263,569	3,225,912	542,000
2022	7,529,138	3,012,656	2,306,113	448,622
2023	7,745,944	2,754,100	2,213,983	389,984
2024	7,747,153	2,487,734	2,267,612	333,683
2025-2029	24,969,753	9,151,410	7,794,242	926,531
2030-2034	17,980,830	4,962,468	3,607,175	190,604
2035-2039	14,625,907	1,620,439	-	-
	<b>\$94,860,798</b>	<b>\$30,903,241</b>	<b>\$24,552,117</b>	<b>\$3,464,110</b>

The annual debt service requirements to maturity for long-term bonds payable outstanding (Water & Sewer Utilities Bonds) are as follows:

### Business Type Activities

#### Water & Sewer Utilities Bonds

Year Ended September 30	Principal	Interest	Sinking Fund Requirements
2020	5,252,304	2,535,199	7,787,503
2021	5,386,992	2,399,467	7,786,460
2022	5,532,192	2,252,843	7,785,035
2023	5,692,918	2,092,312	7,785,229
2024	5,869,182	1,917,765	7,786,947
2025-2029	20,849,256	3,803,534	24,652,791
2030-2034	12,377,591	963,940	13,341,532
2035-2039	6,990,000	654,550	7,644,550
	<b>\$67,950,435</b>	<b>\$16,619,610</b>	<b>\$84,570,047</b>
Less: unamortized discount			-
Deferred accounting loss on refunding			(3,947,289)
Amounts representing interest			(16,619,611)
Plus: unamortized premium			6,469,686
<b>Total long-term debt:</b>			<b>\$70,472,834</b>





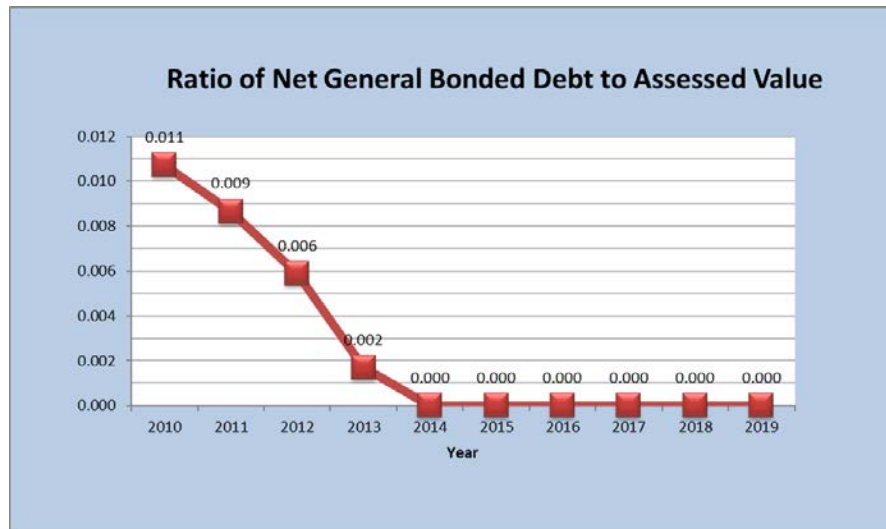
## RATIOS

Martin County's Fiscal Policy established the debt ratios to set quantitative indicators of its borrowing activities. These ratios are intended to monitor County's adherence to financing limitations set up in the Fiscal Policy and to allow for transparent and detailed reporting of debt levels to the public. These indicators also provide a comparison basis of the County's debt against similar organizations.

### Net Direct Debt to Assessed Property Value

The most widely used indicator is the ratio of net tax supported debt to assessed taxable property values. This ratio indicates the proportion of tax-supported debt (general obligation or voted debt), net of any debt service. Net direct debt is borrowing of funds for which the County has pledged its "full faith and credit" less self-supporting (enterprise) debt and debt of overlapping jurisdictions. The taxable value is the most generally accepted and available measure of community wealth. Martin County has no general obligation bonds; therefore, from FY14 through FY19 the ratio is zero. The chart below is shown for historical purposes only.

The ratio of net direct long-term debt as a percent of assessed taxable valuation over the measurement period has been decreasing due to a conscious effort to maintain a strong pay-as-you-go financing philosophy. Martin County's Fiscal Policy recommends a self-imposed debt ratio to assessed taxable value of 3%. Ratios in the range of 3% to 5% are considered acceptable.



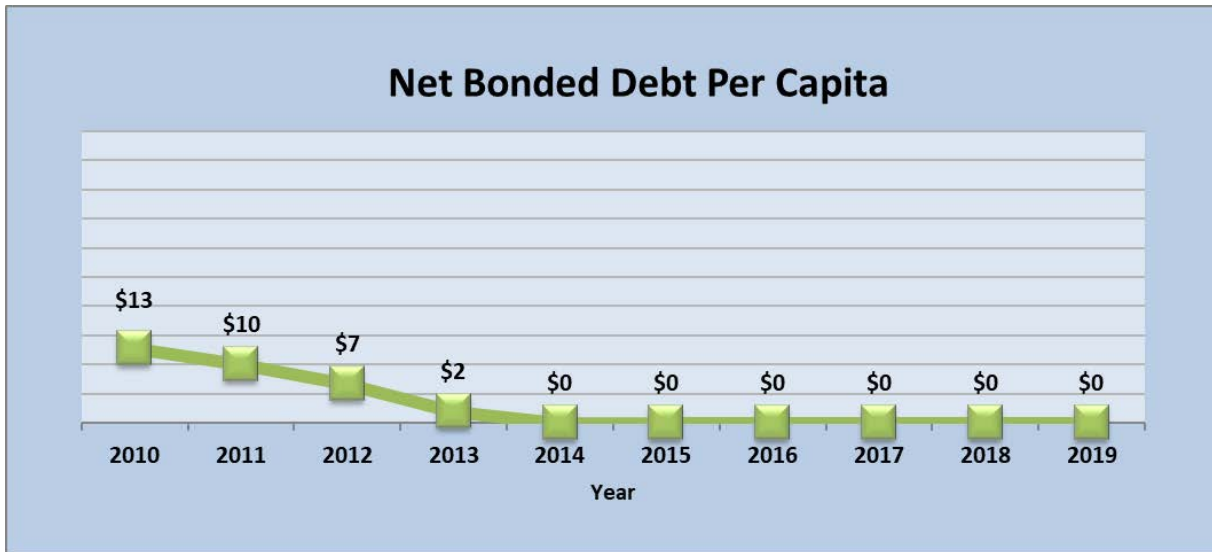
Martin County has experienced a favorable ratio over the last ten years. Based on the assessed value capacity standards, the County will have approximately \$682,166,938 remaining in unused debt capacity.

Assessed Value (net of exemptions)	\$22,738,897,948
3% of Assessed Value	\$682,166,938
GO Bonds	\$0
Unused Borrowing	\$682,166,938



### Net Tax Supported Debt Per Capita

Another significant ratio is bonded debt per capita. This benchmark indicates the amount of outstanding net debt divided by the population of the County. This indicator neither adjusts for inflation nor reflects the ability of each County resident to repay the debt. The most recent years show zero values in this ratio due to the fact that the County had sufficient reserves from prior years to pay off the general obligation debt. This chart is shown for historical purposes only.



The per capita net debt ratio shows how the growth in debt is changing relative to changes in population. Generally, net debt per capita of \$300 to \$500 is considered acceptable. Martin County Fiscal Policy recommends a debt level of less than \$900 per County resident.

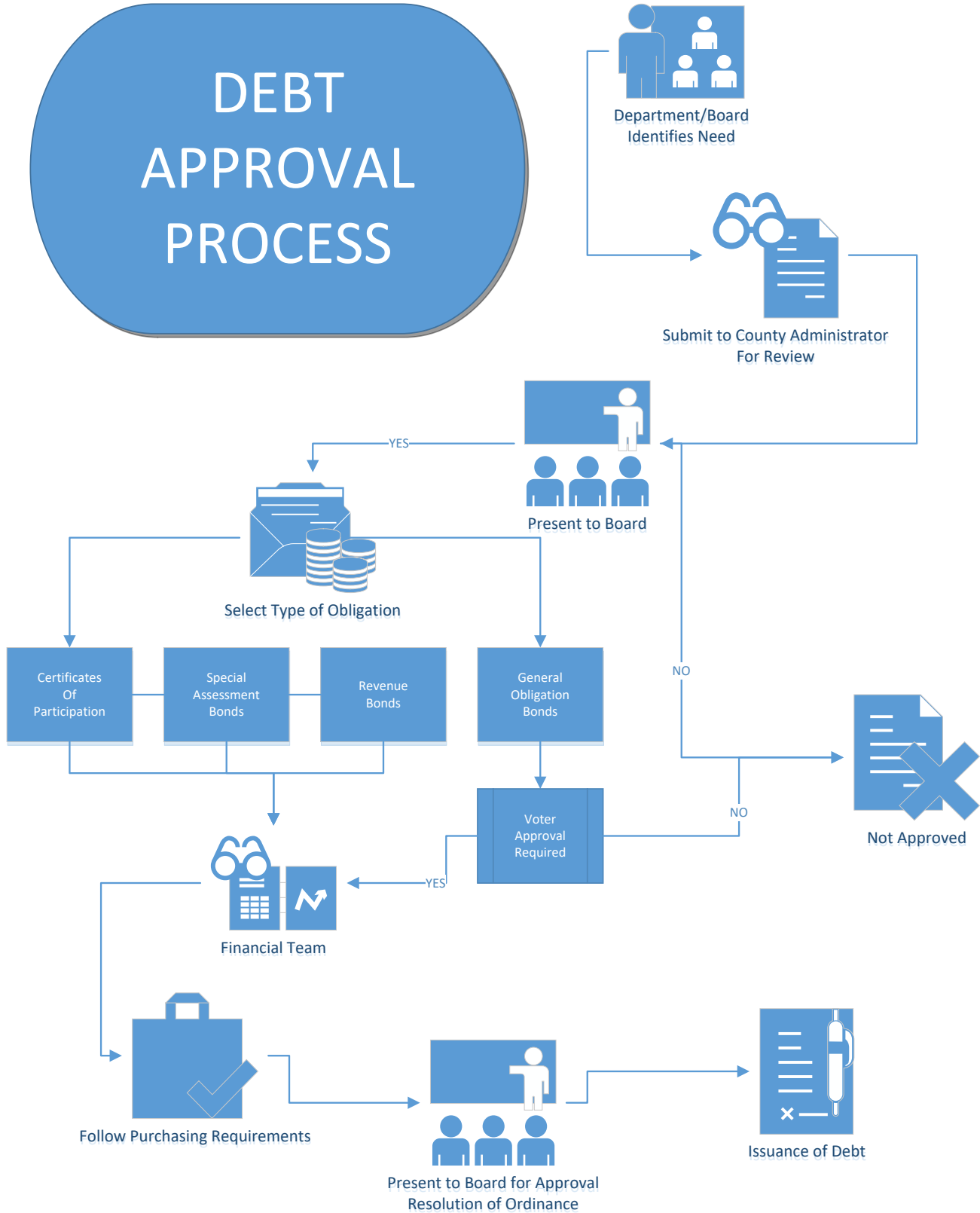
### Bond Ratings

As of September 30, 2018	Moody's	Standard & Poor's	Fitch
<u>Water and Sewer Rating:</u>	NR	AA	AA

In summary, Martin County continues to be in a strong debt capacity position and appears to have untapped borrowing power for future capital priorities.



# DEBT APPROVAL PROCESS





## INFORMATION TECHNOLOGY INVESTMENT PLAN

Martin County recognizes the strategic importance of technology investments to deliver services to the citizens and staff. In May 2000 the Board of County Commissioners adopted a strategic framework for reviewing and considering the entire lifecycle of technology acquisitions. That strategy is implemented by way of the Technology Investment Plan (TIP). The purpose of the plan is to consolidate all technology investments into one document for review and consideration of the acquisition costs across the entire organization from a holistic, Total Cost of Ownership (TCO) perspective.

Accordingly, Martin County's Technology Investment Plan budgeting process includes documentation of each departmental need for technology, funding sources, and ongoing operational impacts.

The County Administrator, in conjunction with the Chief Information Officer has the responsibility for management of the technology investment planning and budgeting process. Martin County Board of County Commissioners recognizes the need for a technology investment planning process that is fully integrated with county financial planning and debt management. The plan and the budget are updated each year due to the fact that technology changes frequently and a dynamic IT marketplace impacts annual planning.

### **Purpose of the Technology Investment Plan Budget and Program**

The Technology Investment Plan Budget and Program provides the means through which Martin County Government takes a planned and programmed approach to utilizing its financial resources in the most responsive and efficient manner to meet all technology needs effectively. The Technology Investment Plan budgeting process is developed to achieve the following results:

1. Net enhancement funding requests to identify any new priorities to be funded;
2. Establishes a system of procedures and priorities by which each project can be evaluated in terms of the public need, the interrelationship of projects, and cost requirements;
3. Operational investments reflect a strategic position of maintaining the current infrastructure and investment, and represent replacement of obsolete or outdated equipment;
4. Provides an important implementation device for information services and helps provide an equitable distribution of technology investment improvements throughout the County
5. Provides a consolidated IT portfolio management tool to transparently manage technology investments and operating costs throughout the County. Coordinates physical with financial planning, allowing maximum benefit from available public funds;

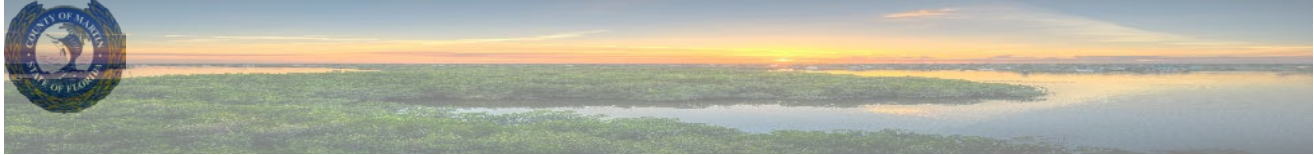
### **Annual Technology Investment Plan Budget**

The program recommended by the County Administrator is used by the Board of County Commissioners to develop the annual budget, which becomes effective October 1st of each year. The TIP is an integral element of the County's budgeting process. The County's TIP shall address the long-term and recurring technology needs of all county government agencies incorporated within and shall include all information technology projects, however financed, proposed to meet those needs.

### **Technology Investment Plan (TIP)**

The Technology Investment Plan identifies all costs associated with the investment and support of IT in major programs and include the following;

1. Infrastructure for data and voice communication including 800MHz radio services for the entire county. Customers include the School Board, the constitutional offices as well as other cities and municipalities.
2. Data center hardware and software at data centers located in the County Administration Complex and the Public Safety Complex are required to support numerous county wide enterprise software applications as well as departmental and workgroup software systems that automate the County's business operations.



3. Capital, operating costs and services required to keep all these systems operating and meeting the needs of the customers. This includes all contractual obligations related to the reliable and successful delivery of the services these systems provide to all the agencies and departments served.

The FY20 Technology Investment Plan, totaling \$7,709,249 is funded through a variety of sources including: General Fund, Municipal Services Taxing Units, Building Fees, Capital Projects, Utility Fees, and State Grants. The department tab labeled "Technology Investment Plan" provides detailed information on line items budgeted.

These TIP programs can be viewed in the FY20 Expenditure Summary shown below.

### **FY20 EXPENDITURE SUMMARY**

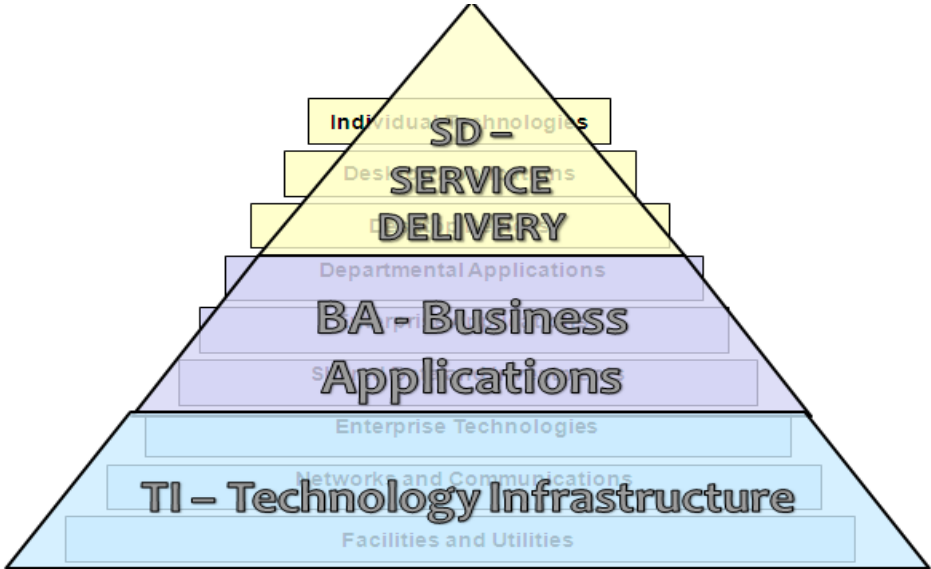
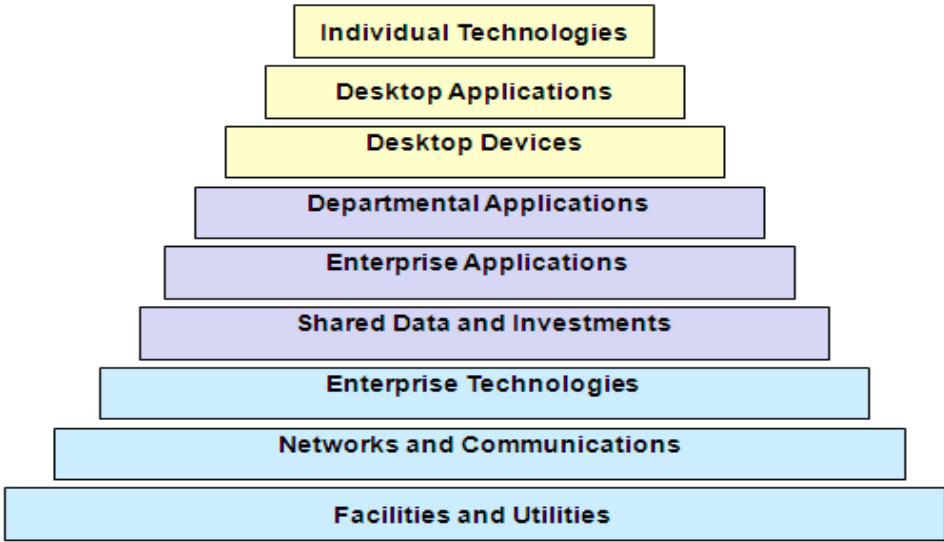
<b>TIP PROGRAM</b>	<b>BUDGET</b>
T01006 - INFRASTRUCTURE MGMT SYSTEM - IPS	503,820
T01007 - DEPARTMENTAL HARDWARE & SOFTWARE	35,850
T01008 - GEOGRAPHIC INFORMATION SYSTEM - GIS	382,850
T01011 - AERIAL PHOTOGRAMMETRY	152,840
T02001 - UTILITY BILLING SYSTEM - CIS	535,450
T02002 - FINANCIAL MGMT SYSTEM - BANNER	131,887
T02005 - DATA NETWORK & WIRELESS SERVICES	519,944
T02007 - INTERNET/INTRANET WEB SERVICES	337,125
T02009 - 800 MHZ TRUNK SYSTEM	579,840
T02010 - COUNTYWIDE TELEPHONE SYSTEM	475,817
T02011 - IT DATA CENTER SERVICES	1,479,223
T04002 - DEPARTMENT SPECIFIC APPLICATIONS	447,540
T04004 - COMPUTER DESKTOP FLEET REPLACEMENT	678,681
T04005 - LIBRARY SYSTEMS	282,744
T04006 - FIRE RESCUE	190,517
T04007 - DOCUMENT MANAGEMENT SYSTEMS	366,570
T12001 - COMMUNITY BROADBAND NETWORK	79,700
T14001 - LAND MGMT, PERMITTING & LICENSING	361,192
T18001 - PARKS SYSTEMS	32,500
T19001 - OPENGOV SYSTEMS	135,159
<b>TOTALS</b>	<b>\$ 7,709,249</b>



### Shared Services

The Technology Investment Plan can be viewed in various ways due to the complex inter-relationships of the technology deployed in the county. Numerous shared services are now provided not only to departments of the Board of County Commissioners but also to other groups and organizations throughout the county. For example; ITS provides hosting of the Property Appraisers applications on the county data center infrastructure as well as their inclusion in the desktop replacement program. This means that to support their IT environment, they require the use of most of the underlying technology components that is best represented in the following IT Component chart. These relationships are not readily apparent when viewing the TIP budget from the perspective of the organization view as presented in the budget book. Other such organizations include the Sheriff, the Town of Jupiter Island and others, who are served by this framework.

## Enterprise IT Component Pyramid





*During this time of prudent budget control, of major changes in federal and state policies toward local governments, and of limited growth in the County's tax base, the Board of County Commissioners strives to ensure that it is capable of adequately funding and providing government services desired by the community. To achieve those purposes, the Board of County Commissioners initially adopted the County's first Fiscal Policy on March 7, 1998. These policies are intended to establish guidelines for the continued financial strength and stability of Martin County as reflected in its financial goals. The Board of County Commissioners will review the financial policies contained in this document annually.*

*These policies are amended as of August 13, 2019.*



## BACKGROUND

Fiscal Policy is a document combining written rules and regulations for prudent, efficient, and transparent management of County's financial resources.

Martin County Board of County Commissioners (the Board) is responsible to the residents to account for all public funds, to manage County finances wisely, and to plan for adequate funding of services desired by the public, including the availability and maintenance of public facilities. Board's fiscal policies are designed to establish annual and long-range guidelines for fiscal stability of the County and to provide directions to the County's Chief Executive Officer, the County Administrator.

Martin County's Fiscal Policy consists of several interdependent policies. Its content is organized as follows:

- Policy Goals
- Policy Objectives
- Long-range Fiscal Policies:
  - Decision Making and Analysis Policy
  - Revenue Policy
  - Investment Policy in Brief
  - Capital Projects Policy in Brief
  - Procurement Delegation Policy in Brief
  - Debt Policy
  - Interfund Loan Policy
  - Reserve Policy
  - Risk Management Policy in Brief
  - Financial Planning Policy
  - Division Performance Policy
  - Employees Compensation Policy
  - Tax Increment Financing Policy
  - Economic Development Fund Policy
  - Reimbursement for Legal Costs Policy
  - Funding Outside of Budget Process Policy
- Annual Policies:
  - Division Performance Based Budget Policy
  - Fund Accounting Policy
  - Re-appropriation from Prior Year Policy
  - Financial Monitoring Policy
  - Audit Policy
- Budget Guidelines for Fiscal Year 2020





## POLICY GOALS

Comprehensive fiscal policies are a cornerstone of sound financial management. In order to be effective, the policies have to be followed and regularly reviewed. They are designed to guide the financial management practices of Martin County targeted to accomplish the following goals:

- Enhance short- and long-term financial credit worthiness by striving to achieve high credit and bond ratings through timely payments and maintaining prudent levels of reserves
- Promote long-range financial stability by establishing clear and consistent guidelines
- Direct attention to the total financial picture of the County rather than individual issues
- Link long-range financial planning with daily operations

## POLICY OBJECTIVES

The County strives to be a fiscally responsible and successful organization by adhering to both the short- and long-term fiscal policies and by aiming to achieve eight fundamentally sound objectives requiring consistent effort in monitoring and control of financial resources:

- I. Synchronize the planning system with major capital investments: The Capital Improvement Plan (CIP), Technology Investment Plan (TIP), and the broadband expansion plan
- II. Identify and coordinate operational impacts of major capital investments
- III. Reflect fiscal restraint in the annual budget, maintain a stabilization reserve of not less than ten percent (10%) of combined general fund disbursements
- IV. Keep annual expenditures within revenue forecasts
- V. Maintain a cash management system ensuring legality, security, and liquidity
- VI. Employ a division/performance-based budget process
- VII. Evaluate cost-effectiveness of divisions' activities through benchmarking and streamline operations where warranted
- VIII. Continue to facilitate diversification of the County's economic base relative to services and infrastructure

## LONG-RANGE FISCAL POLICIES

Fiscal policies will be presented to the Board and re-adopted annually. Fiscal policies will be coordinated with the Board's strategic objectives as well as those parts of County's budget which have significant commitments for more than one fiscal year.

### *Decision Making and Analysis Policy*

The County's financial planning and budgeting decisions will be based on a foundation of regular in-depth analysis and data modeling. At minimum, the following tools will be utilized:

#### Financial Forecasting

The County will maintain, and annually update, a mid-range (three-to-five-year) financial forecasting system, which includes projections of revenues, expenditures, and future costs and financing of capital improvements and other projects that are included in the capital and operating budgets.

A yearly forecast of major funds receipts will be maintained and updated monthly. Individual and aggregate revenue categories, as well as expenditures, will be projected by revenue and/or expenditure type. Historical growth rates, inflation assumptions, and County expenditures priorities will be used in developing the forecast. Forecasting will be used as a planning tool for developing the budget guidelines and for evaluating the future impact of current year's decisions.



The County will maintain a financial trend monitoring system. At minimum, the following indicators will be analyzed:

- Revenue - recurring and non-recurring, ad valorem, and user charges
- Expenditures - fixed cost, fringe benefits, capital, maintenance, and operations
- Operating positions - deficits, fund balance
- Debt - current liabilities, long-term debt
- Resource indicators - demographics, property values, employment base, business activity, gross sales tax by category

### *Revenue Policy*

Revenues will be monitored regularly by the Budget Office and compared to prior years' trends to ensure that collections are consistent with the forecasts.

When collections diverge from the established trends, the Board will be notified and asked to amend the budget if necessary.

#### Revenue Forecasting

The County will prepare multi-year projections of major revenues and other incoming resources in order to analyze and understand the level of funding available for services and capital projects. Projections for future budget periods will be designed to determine the likelihood that County services can be sustained, and to identify future financial issues to be addressed. Revenue projections will also serve as a method of managing revenues' sensitivity to changes in budgeting assumptions and controllable factors such as changes to a tax rate or fees.

#### Revenue Optimization and Diversification

The County will strive to maintain a diversified and stable revenue structure to shelter its budget from short-term fluctuations in any one-revenue source. As part of the County's policy on appropriations, nonrecurring revenues will be used for nonrecurring expenditures, capital, or reserves. Recurring revenues will be used primarily for recurring expenditures.

The County will attempt to optimize all appropriate revenue sources to achieve an effective mix of inflow of money and will continually seek new sources of revenue to broaden its revenue base. At minimum, the County will adhere to the following revenue guidelines:

- The County will estimate its annual revenues by objective and analytical processes.
- The County will periodically recalculate the full cost of activities currently supported by user fees and charges to identify the impact of inflation and other cost increases.
- The County will set fees and user charges for all of its enterprise funds that fully support the total direct and indirect costs of operations and debt service of those funds.

#### Ad Valorem Taxes

Ad valorem tax levies will not exceed statutory millage rates. Ad valorem taxes are used primarily to fund general County operations and the constitutional officers' budgets. Ad valorem and millage calculations will be separated between the two to provide relative information for millage rate discussions. This separation will allow both the Board and the constitutional officers to make focused reductions or increases that may impact their millage accordingly. If one should choose to raise their ad valorem, then the other would not be forced to reduce ad valorem to balance the other's increase.



### Municipal Service Taxing Units (MSTUs)

The MSTUs are taxing entities established by ordinance to provide a mechanism to assess ad valorem taxes for specific services or projects benefiting residents in a defined geographic area. Each MSTU will have a budget established and approved by the Board as part of the budget adoption process. Expenditures not defined during the budget adoption process will be brought to the Board for review and approval.

At present, Martin County has the following MSTUs: Fire Rescue MSTU, Parks and Recreation MSTU, Roads and Stormwater MSTU, as well as five District MSTUs corresponding with the geographic areas represented by each County Commissioner.

In fiscal year 2010, the Board elected not to levy taxes in the five Commissioner District MSTUs; however, some of the MSTUs receive small amounts of money from sources other than ad valorem. Other revenue sources collected in the Commissioner District MSTUs, including contributions and tower rentals, are reallocated to operating accounts for the intended use. In fiscal year 2018, Districts One, Three, and Five reinstated millage rates.

### Use of Current Revenues

It is the Board's policy that nonrecurring revenues should not be used for recurring expenditures. Major capital projects may be funded through the sale of general obligation bonds or other types of external borrowing the County will continue to prioritize the importance of maintaining a balance between pay-as-you-go financing and debt financing for capital projects.

Financing capital projects from current revenues indicates the County's intent to show purposeful restraint in incurring long-term debt. The decision for using current revenues to fund capital projects will be based on the merits of the particular project in relation to an agreed upon set of criteria.

Revenue uses that result in increases to the recurring expenditure base will be carefully reviewed and minimized, e.g., capital expenditures that significantly increase ongoing operating expenses without sustainable and offsetting long-term revenues will be thoroughly evaluated before approval and construction.

### Grants - County as a Grantee

The County's Grant Policy requires that all applications and acceptance of grant funds be approved by the Board. Approval may be given during the annual budget process when the grant is planned and anticipated, or it may be presented as a separate Board agenda item at any time during the fiscal year. Each grant application will be reviewed for the appropriateness and desirability of the program or service, the availability of match dollars, and the projected impact on program continuation and future funding requirements. Upon completion of the grant, programs will be reviewed on a case-by-case basis to determine whether the program should be continued utilizing County matches and staff time. The decision to continue will be made by the Board as a significant change during the budget review process. The County has no obligation to continue either grant-funded positions or grant funded programs. Based upon the Board's Strategic Objectives and preliminary budget guidelines staff will make grant allocation recommendations to the Board.

### County as a Grantor

Requests for County grant funding (excludes District MSTU's) of \$1,500 or less are considered a donation and once included in the budget, will be disbursed with the detailed documentation or request from the receiving entity.

Requests exceeding \$1,500 (excludes District MSTU's) will require an application and Board approval. All requests for County grant funding may be considered during future year's budget review with the Board. If awarded, all monies disbursed to non-profits and community groups will be subject to the requirements of the grant application conditions. Disbursement schedule will be approved by the Board.



The Board will follow its policy for awarding grants and aid to local non-profits in order to provide transparent, efficient, and objective process of funding activities of agencies filling in critical gaps between government programs and urgent community needs.

At minimum, the Board will require that the grants and aid funding process involve the following elements: evaluation of availability of funding in a specific fiscal year, detailed application, timeline, award criteria, disbursement conditions, and contractual post-grant accountability.

#### Fund Balance

Fund balances are residual financial resources not expended in a prior fiscal year. Components of fund balance are categorized as:

- Non-spendable balances such as endowments and inventories of supplies
- Restricted - resources subjected to externally enforceable legal restrictions by law, creditors, grantors, contracts, and other external factors
- Committed - resources with self-imposed limitations set by the governing body. Formal action in the form of a County Ordinance must be taken by the Board prior to the end of the fiscal year. The same formal action must be taken by the Board to remove or change limitations placed on the fund.
- Assigned - balances marked by the Board for specific purposes
- Unassigned - total fund balance in excess of non-spendable, restricted, committed, and assigned

After the official closing of the prior fiscal year, any remaining fund balance except grant funds will be placed into reserves. Grant funds will automatically be carried forward. Any reserves above the level established for the fund will be identified and appropriated, when possible, to non-recurring expenditures. Primary consideration will be given to ad valorem reductions and reduced debt when applicable. When both restricted and unrestricted resources are available for the same type of projects, it is the County's policy to use restricted resources first, and then unrestricted resources as needed.

#### Special Assessments

The Board will approve assessable projects either as determined through the Capital Improvement Element/Capital Improvement Plan (CIE/CIP) or as otherwise considered by the Board. Assessments will be collected by the Tax Collector's Office through applicable laws.

### *Investment Policy in Brief*

The County's Investment Policy was adopted on July 26, 1994 and revised in 2009. Listed below are highlights of that policy:

Maintaining the safety of the principal of County's financial resources will be the highest priority in effective management of the County's cash flow. Secondary priorities will include: liquidity of the investments and optimization of the rate of return within the parameters of the Florida Statutes. Funds held for future capital projects will be invested in accordance with these objectives, and in compliance with U.S. Treasury arbitrage regulations.

The County will invest funds not needed for day-to-day operations into prudent investment instruments, targeting 100% of cash balances for investment. The investment accounts must meet the criteria below, in order of importance:

- Safety of principal
- Liquidity
- Yield



### *Capital Projects Policy in Brief*

The County will adopt on an annual basis a Capital Improvement Plan (CIP) component of the Capital Improvement Element (CIE) of the Comprehensive Growth Management Plan (MCCGMP). Fiscal aspects of the CIP in brief:

Capital projects included in the plan are those resulting in new or improved assets with a life span at least three (3) years and a total cost of more than \$60,000. Capital projects also includes fixed asset replacement budgets (FARB) and heavy equipment refurbishment and replacement. All capital improvements will be made in accordance with the CIE/CIP as adopted.

Adopted budgets for CIE/CIP projects may be amended upon the adopted CIE/CIP for the year applicable. The County will coordinate the adoption of capital budgets with the adoption of operating budgets.

Funding issues will be discussed with the Board during review of the CIE/CIP. Increases above the continued level of funding will require identification of additional revenue source(s) needed to fund the projects.

#### Capital Improvement Program

The Board annually reviews a ten-year CIP. The CIP is designed to balance the need for public facilities driven by population projections with the fiscal capability of the County to meet those needs. Projects within the CIP are prioritized in accordance with the criteria in Section 14.4 of the Martin County Comprehensive Growth Management Plan. The CIP serves as the planning guide for the construction of public facilities in the County. The first year of the ten-year CIP is the foundation for the Capital Budget. The remaining nine years in the CIP serve as a plan for the future provision of capital facilities. The first five years of the CIP will be fully funded. In accordance with the MCCGMP Policy 14.1B.2, CIP projects that provide new level of service for growth will normally not be funded with countywide ad valorem taxes.

The CIP is supported partially through long-term borrowing, grants, General Fund revenues, and impact fees on a pay-as-you-go basis. Fiscal Policy restrictions on the issuance of general obligation bonds are designed to keep combined General Fund supported debt service expenditures to not exceed ten percent (10%) of the total disbursements in General Fund. Due to the fact that the debt service expenditures restrict the amount of funds available for other uses, the County will monitor the debt levels and ensure that the ratio of debt service to the total operating budget does not exceed ten percent (10%).

#### Capital Project Sheets

A capital project sheet will be prepared for each project that meets the requirements defined in the CIP. Life Cycle Cost will be determined and reflected for each capital project. Each sheet will clearly state all improvement elements to be included in the project. Amounts included on the CIP sheet are intended to be rounded estimates for planning purposes. CIP sheets will include amounts spent to date except for annual, recurring capital projects such as road resurfacing. Revisions to a capital project's total cost of 10% or greater, will require Board approval. Expenditure increases of less than 10% of the capital project total cost may be approved by the County Administrator. Budget resolutions related to capital projects, which are approved by the Board, i.e, for grant funds and fund balance forward, may result in an automatic CIP sheet revision. Revisions to the scope of work that alters the intended plan will require Board approval.

#### Capital Project Budget

Once the Board has approved the CIP, the first year on the CIP sheet will represent the budget for the upcoming fiscal year. The project budget allocations for the future years will remain unchanged unless the CIP detail sheet is modified and approved by the Board. This approach will allow for proper re-appropriation of the budget as necessary (allocation of fund balance) from year to year.



### Capital Program Debt

The County will coordinate capital projects financing with the limitations of its Debt Policy presented in the next section of this document.

In case of financing for capital improvements, other projects, or equipment by issuing debt, the County will establish a maximum debt service maturity of the earlier of: (i) the useful life of the capital improvement being financed; or (ii) thirty (30) years; or (iii) in the event they are being issued to refinance outstanding debt obligations, the final maturity of the debt being financed.

The County will calculate and monitor a self-imposed restriction to maintain the ratio of net General Obligation bonded indebtedness to the market value (assessable base) of taxable property in the County at less than three percent (3%). This ratio is a commonly accepted measure of capacity for bonded indebtedness.

### Evaluate Capital Acquisition Alternatives

The County will evaluate all proposed capital projects or acquisitions in conjunction with a cost/benefit comparison of alternative options capable of meeting the same set of public needs. Additionally, the County will carefully assess the capital proposal's consistency with the financial forecasts, programmatic policies, and long-range strategic goals.

### Fixed Asset Capitalization

The implementation of the Governmental Accounting Standards Board (GASB) Statement 34 compelled all governments to capitalize infrastructure assets for financial statements presentation. Martin County has been in reporting compliance with GASB 34 since fiscal year 2002. The following set of guidelines is intended to document the policies and procedures governing how assets will be accounted for on the County's financial statements.

Capital assets will be grouped by category and separated between governmental and enterprise funds. The following categories will apply to governmental funds' fixed assets:

- I. Land
- II. Land Improvements
- III. Rights of Way
- IV. Roads and Related Structures
- V. Bridges and Related Structures
- VI. Sidewalks and Related Structures
- VII. Stormwater Structures
- VIII. Buildings
- IX. Building Improvements
- X. Fixed Equipment
- XI. Major Moveable Equipment
- XII. Minor Moveable Equipment
- XIII. Other Assets
- XIV. Intangible Assets

### Governmental Fund Capitalization Guidelines

Florida Statute 274 requires the Chief Financial Officer to establish rules and requirements for the recording of property and for the periodic review of property for inventory purposes. County staff will track fixed assets using the capitalization thresholds listed in this Policy. Assets below the thresholds will be expensed in the year of purchase. Capitalization thresholds will be established as follows:

- I. Land – All purchased land will be capitalized at historical cost. Donated land for specific purposes, which serves a public benefit will be capitalized at fair market value as of the date of the gift. Land/Right Of Way (ROW) donations will be capitalized at estimated fair market value. This will include land for parks, open space, future construction, etc. Estimated fair market value for donations will be determined with assistance from Martin County Property Appraiser's Office and/or the Surveying and Property Management Department.

The County will maintain an inventory of all of its assets and properties, including ROW.



- II. Land Improvements – Improvements to land costing less than \$50,000 will not be subject to capitalization. Certain land improvements are not subject to depreciation, or to financial reporting under the Modified Approach, and distinctions between types will be necessary.
- III. Right of Way – ROW will be capitalized at historical purchase price for purchases and at estimated fair market value for donations.
- IV. Roads and Related Structures – New construction or improvements to roads and related structures costing less than \$100,000 will not be subject to capitalization.
- V. Bridges and Related Structures – New construction or improvements to bridges and related structures costing less than \$100,000 will not be subject to capitalization.
- VI. Sidewalks and Related Structures – New construction or improvements to sidewalks and related structures costing less than \$25,000 will not be subject to capitalization.
- VII. Stormwater Structures – Prior to the implementation of the Stormwater Program in 1996, stormwater structures were primarily constructed as part of another project. These were usually associated with the construction of a road. New construction or improvements to stormwater structures costing less than \$100,000 will not be subject to capitalization.
- VIII. Buildings – New construction of buildings costing less than \$25,000 will not be subject to capitalization.
- IX. Building Improvements – New construction or improvements within an existing building costing less than \$25,000 will not be subject to capitalization. Improvements to buildings which are leased and meet this threshold will be capitalized in this category.
- X. Fixed Equipment – Fixed equipment purchased costing less than \$5,000 will not be subject to capitalization.
- XI. Major Moveable Equipment – Major moveable equipment purchased costing less than \$5,000 will not be subject to capitalization.
- XII. Minor Moveable Equipment – Minor moveable equipment purchased for less than \$5,000 will not be subject to capitalization.
- XIII. Other Assets – Other assets purchased for less than \$5,000 will not be subject to capitalization. Intangible Assets – Intangible assets purchased or internally generated for less than \$25,000 will not be subject to capitalization.
- XIV. Intangible assets are non-physical valuables such as intellectual property (computer software) or claims and rights to other assets ( easements). For capitalization purposes, internal labor and other internal expenses may be capitalized for intangible assets.

The following categories will apply to enterprise funds' fixed assets:

- I. Buildings
- II. Water Distribution Systems
- III. Sewer Collection Systems
- IV. Wells
- V. Equipment
- VI. Leasehold Improvements
- VII. Landfill Improvements
- VIII. Land
- IX. Land Improvements



Enterprise Fund Capitalization Guidelines

- I. Buildings – include *water* and sewer plants, scalehouse, transfer stations, sheds, and all improvements made to buildings. Also included are structures inside buildings including but not limited to Reverse Osmosis (RO) Trains, plant automation, filters, control panels, pumps, etc. Life of the assets in this category range from 5 to 40 years depending on the asset. Capitalization requirement - \$25,000.
- II. Water Distribution Systems – include water lines and infrastructure related to water lines such as pumps, large water meters, valves, and any improvements and refurbishment to these assets that significantly extend the life of the asset. Life of assets in this category range from 3 to 40 years depending upon the asset. Capitalization requirement - \$5,000.
- III. Sewer Collection Systems –include sewer collection lines, lift stations, sewage pumps, control panels, infill and infiltration rehabilitation of sewer lines, lift station telemetry, and any improvements or refurbishment of these assets that significantly extend the life of the asset. Life of assets in this category range from 3 to 40 years. Capitalization requirement - \$5,000.
- IV. Wells –include all wells, refurbishment of wells, wellfield telemetry, meters on wells, pumps, etc. Life of assets in the category range from 5 to 20 years. Capitalization requirement - \$5,000.
- V. Equipment – fixed equipment purchased costing less than \$5,000 will not be subject to capitalization. Life of assests range from 3 to 15 years.
- VI. Leasehold Improvements – Improvements made to leased office space – walls, electrical, and any improvements that become a permanent part of the building structure. Life of the asset is based on the length of the lease. Capitalization requirement - \$5,000.
- VII. Landfill Improvements – Include all new cell construction, buffers, test wells, etc. Life of these improvements is determined by the estimated capacity of the cell. Capitalization requirement - \$5,000.
- VIII. Land is capitalized at cost and is not depreciated.
- IX. Land Improvements - Improvements to land costing less than \$50,000 will not be subject to capitalization.

Donated infrastructure will be capitalized based on documents provided by the individual developer. These assets are most frequently supported by a “bill of sale” from the developer that evidences the developers’ cost for the assets, which also represents Fair Market Value.





## *Procurement Delegation Policy in Brief*

Specifics of procurement rules are detailed in the County's Purchasing Manual. Listed below are fiscal aspects of those rules:

The Board has delegated certain approval authority to the County Administrator to insure effective and efficient management of contracts.

Contracts can be either single project contracts or task order contracts. Task order contracts anticipate the award of incremental work assignments and will be awarded in the total value of all anticipated work assignments. The total award value of the contract will constitute the total amount that can be awarded under the contract throughout the contract's life. Continuing services contracts are considered task order contracts. Task orders are defined as anticipated incremental work assignments, under a single contract, that are awarded across the life of the contract.

Change orders are defined as unanticipated contract modifications that increase the value of the contract award and are required due to unforeseen conditions or scope changes.

These thresholds apply to all contracts. These thresholds do not supersede the Florida Statutes guidelines for continuing contracts. A report of Consultant's Competitive Negotiation Act (CCNA). A report of Task Orders will be provided to the Board on a monthly basis.

Contract and contract change order award policy is as follows:

### CCNA Contracts

The Board will award single project or task order CCNA contracts valued at \$200,000 or more.

### All Other Contracts

The Board will award all other contracts valued at \$500,000 or more. Contracts valued at \$1 million or more shall be presented to the Board on the Departmental agenda at regularly scheduled meetings. All other contracts that are to be awarded by the Board will be presented on the Consent agenda.

### CCNA and Other Contract Change Orders

The Board will award change orders for contracts that meet the thresholds above and cumulatively increase the total contract award value by ten percent (10%) or more.

Communication by Vendors with the Board on any contract subject to Board award, other than with County staff, is prohibited. Violations by Vendors will result in disqualification.

The County Administrator will award all other contracts by delegation as detailed in the Purchasing Manual adopted by the Board.



## Debt Policy

- The County will calculate debt service requirements on a five-year basis and coordinate with adoption of the CIP to facilitate short-term decisions, to sort out other priorities, and to examine the long-range implications and effects of debt issuance.
- The County may limit long-term borrowing and capital leases to capital improvements, projects, or equipment that cannot be financed from current financial resources.
- The County will not issue long-term debt with maturity longer than the useful life of the project or item funded.
- The County will not fund current operations or normal maintenance from the proceeds of long-term financing.
- In an effort to conserve debt capacity, the County will borrow only when necessary and utilize pay-as-you-go financing to the extent possible.
- The County will strive to achieve and maintain an underlying bond rating of at least A (Moody Rating Service) for its obligations, which will facilitate favorable interest costs.
- The County's debt capacity will be maintained within the following parameters:
  - Net General Obligation Bonded debt per capita will remain under nine hundred dollars (\$900).
  - Net debt as a percentage of estimated market value of taxable property will not exceed three percent (3%).
  - The ratio of debt service expenditures as a percent of governmental fund expenditures will not exceed ten percent (10%).
  - The debt per capita as a percentage of income per capita will not exceed five percent (5%).
- The County may use voted general obligation debt to fund general purpose public improvements, which are necessary but cannot be financed from current revenues or the unreserved portion of the non-voted debt capacity.
- Every effort will be made to limit the amount of general obligation debt. All general obligation debt will be used only for public purposes.
- The County will strive to keep the average maturity of general obligation bonds at or below fifteen (15) years.
- The County will maintain a minimum debt service coverage ratio of 110% in the Water and Wastewater Funds.
- The County will review its outstanding debt annually to determine if the conditions in financial marketplace would allow the County the opportunity to refund an issue and reduce its debt service costs. In order to consider the possible refunding of an issue, a Present Value (PV) savings of three percent (3%) over the life of the respective issue, at a minimum, must be attained.
- When appropriate, the County will use special assessment or self-supporting bonds instead of general obligation bonds, so that residents benefiting from the improvements absorb all or part of the cost of the project financed.
- Martin County will maintain solid relationships with bond rating agencies and will keep them updated about its financial condition or other relevant information.



#### Types of Borrowing

- General obligation bonds are secured by the County's ability to levy ad valorem taxes on real and personal property within the County.
- Assessment bonds are secured by special assessment upon the property benefiting from specific improvements.
- Revenue bonds are secured by dedicated revenue streams arising from sales taxes, specialized types of taxes, and charges for services, such as water, sewer, and solid waste collection and disposal.
- Short-term bank notes and tax-exempt commercial paper are secured by covenant to budget and appropriate legally available non-ad valorem revenues.
- Other types of debt subject to this Debt Policy include:
  - State Revolving Fund Loans ("SRF Loans")
  - Revenue anticipation notes and promissory notes
  - Lease purchase
  - Line of credit

#### Financial Disclosure

The County is required to provide a full and complete financial disclosure annually.

- Cooperate fully with rating agencies, institutional and individual investors, agencies, other levels of government, and the general public to share clear, comprehensive, and accurate financial and other relevant information.
- The County is committed to meeting secondary disclosure requirements on a timely and comprehensive basis.
- The Office of Management and Budget assists the Clerk of the Circuit Court and Comptroller's Financial Services Division with the ongoing disclosure to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies and may carry out such responsibility through the engagement of an outside dissemination agent. The Clerk of Circuit Court and Comptroller's Financial Services Division will provide disclosure information that is sent to Municipal Securities Ruling Board (MSRB) and posted to the Electronic Municipal Market Access System (EMMA) to ensure compliance.

#### Interfund Loan Policy

The Board may resolve to fund certain projects through internal financing. An interfund loan is defined as a loan from one specific fund to another, as identified within the loan resolution. The following rules will guide internal borrowing:

- The loan will be approved by the Board via resolution identifying the fund from which the loan is being made, the impact on that fund, and the terms of the loan.
- The initial expenditures will be made from the fund where the monies are available, and in the next fiscal year, the interfund transfers will be established to begin repayment of the loan. The term of the loan will be defined within the resolution and may be for a period of more than one year when approved by the Board.
- If a project funded by an interfund loan is not completed prior to the budget preparation for the next fiscal year, then the first year of repayment will be calculated on the estimated cost of the project. Once the project is completed, and an actual total cost available, repayments will be calculated for the future years



when applicable to cover the total cost incurred. Any interfund loan may be paid in advance without any additional accrual of interest, or any other penalties.

- The interest will be based on the County's investment portfolio rates, but not to exceed the current market rate when applicable.
- Money advance will be in accordance with the Board's adopted Reserve Policy as defined in the next section of this Policy document.

### *Conduit Financing Policy in Brief*

The Board may facilitate conduit financing, such as bonds, for private project activities within the County that have a specific public purpose and are consistent with the County service needs and strategic objectives.

The authority of the County to issue or approve conduit bonds shall be derived from state or federal law and/or ordinances and resolutions of the County. The County will not be responsible for any cost related to the issuance or debt repayment of conduit financing or any aspects of the project constructed as a result of the financing.

The County will follow specific financial guidelines to issue or approve conduit bonds. At minimum, these guidelines will include the following elements: a detailed application, application fees/ processing cost, and requirements for supplementary information; criteria for approval including community need, financial feasibility, security, risk, project management, and commitment to the County; statements regarding the County's role in the conduit financing process and applicant's responsibilities related to the project, financing, and debt repayment.

### *Reserve Policy*

The Reserve Policy, implemented in 1999, is adopted annually. The County will set aside reserves to mitigate unforeseen and unexpected events and to offset unanticipated downturns in revenues. Sufficient levels of reserves can ensure continued and orderly operations and tax-structure stability. It is an objective of the Board to maintain a managed reserve in the various operating funds at a level sufficient for temporary financing of unforeseen emergency needs, and to allow for orderly adjustment to changes resulting from termination of revenue sources through actions of other governmental bodies. Use of reserves through budget transfers will require that available balances be disclosed.

#### Designated Reserves

The stabilization reserve in the General Fund will be maintained in an amount not less than ten percent (10%) of the annual General Fund budget (less reserve totals). Additionally, separate funds will be appropriated to mitigate natural disasters. Other operating funds will strive to maintain similar designated reserves.

In order to provide the resources necessary to ensure continued operations of the County's water and wastewater systems should a natural disaster occur, the County will establish a working operating reserve equal to a minimum of three (3) months of the water and wastewater operating budget, less depreciation, annual debt service, and capital expenditures. This level of reserves is established by the industry standards.

Capital and special revenue funds will be allowed to accumulate in designated reserves for future capital projects. There is no percentage restriction on the amount of these reserves.

Funding for medical services will include in the adopted budget, an established reserve that represents two percent (2%) of the total medical services expenditure line items.



The Building Fund, which is operated solely on fees, will have a reserve equivalent to one (1) year of operating expenditures. Funding for Building Permit Waiver Program will not exceed four million dollars and will be placed in reserves to mitigate permitting costs associated with natural disaster recovery. Any additional funds will be placed into a reserve for future capital.

The reserves necessary for each operating fund will be identified and updated annually in the operating budget and revised and reported with every related budget amendment during the year.

Undesignated reserves will be limited to an amount that is consistent with previous years, except where otherwise defined. These reserves are to be used for any unforeseen expenditures for either operations or minor capital projects.

#### Replenishment of Reserves

When the undesignated reserves are to be utilized, due to unforeseen circumstances, staff will prepare a plan for the Board to begin to replenish these reserves as part of the budget adoption process. The plan may span from one to five years depending upon the magnitude of the expenditure. Each year the necessary funds to replenish the reserves will be reflected in the budget, approved and levied accordingly.

#### Self-Insurance Fund

Martin County has a self-insured health plan for employees. This plan will have a reserve established within the self-insurance fund as required by the Department of Insurance: the costs incurred but not reported (IBNR) plus two months' equivalent of claims expected to be incurred. The County provides employees with a wellness clinic. In order to provide adequate funding for this program, each operating fund will pay a proportionate share based upon cost of the number of employees. Enterprise funds calculation will be included in their indirect cost.

### ***Risk Management Policy in Brief***

The County will protect its assets by maintaining adequate insurance coverage. The County will strive to reduce accidental losses that would endanger personnel and property. The County will continue to analyze all insurance alternatives and periodically assess each to ensure that the best coverage overall is maintained. Additionally, the County will continue to maintain a business interruption insurance to cover natural disasters and minimize impact on businesses.

### ***Financial Planning Policy***

The County will use financial planning to expand awareness of governing options of its resources and assets, potential problems, and opportunities. Financial planning will be used as a tool to identify long-range revenue, expenditure, service implications of continuing or ending existing programs, or adding new programs and debt. Financial planning process will be used to shape prudent decisions and to mitigate the severity of potential problems before they arise.

### ***Division Performance Policy***

The County will regularly evaluate the departmental divisions and services they provide, as well as external factors that could affect their operations and their intended purpose in the future.

Divisions will use performance measures to review their effectiveness on quarterly basis. During the budget preparation process, each division will use benchmarks to compare its performance to others in the same line of public services.

Changes in County's fiscal condition, operational environment, and other organizational factors may result in redesigning of the primary functions, purposes, and types and scope of services provided by a division.



### *Compensation Policy*

In order to maintain fair and equitable compensation for all employees, the County will strive to maintain salary levels, which represent the fiftieth (50<sup>th</sup>) percentile of the comparable market basket. In extenuating situations, positions considered Market Impact Positions, may be held to criteria different from the salary structure.

At least every four years, the County will review all employees' classifications as well as the total payroll and benefits package for competitiveness with the market, including the private sector where applicable, and make adjustments as necessary.

It is a goal of the Board to treat employees equally with respect to pay, benefits, and advancement opportunities. The County will strive to bring collective bargaining agreements into conformance with these policies as the contracts are renewed. Any wage adjustments resulting from renewal of collective bargaining agreements will also be applied to the non-bargaining employees.

#### *Other Postemployment Benefits (OPEB)*

GASB Statement (45), *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, addresses how state and local governments should account for and report their costs and obligations related to post-employment healthcare and other non-pension benefits. Collectively, these benefits are commonly referred to as OPEB.

In general, the statement requires that state and local governmental employers account for and report the annual cost of OPEB and the outstanding obligations and commitments related to OPEB in essentially the same manner as they currently do for pensions. Annual OPEB cost for most employers will be based on actuarially determined amounts that, if paid on an ongoing basis, generally would provide sufficient resources to pay benefits as they come due. During budget preparation, the Board will determine a contribution amount to be placed toward the OPEB liability. In addition, funds remaining at the end of each fiscal year from the retirement and benefits account will be allocated toward the liability during fund balance adjustments. These funds will accrue each year and will be available when retirement benefits are to be paid. The County will strive to accumulate the necessary funds to fully fund the program over time.

### *Tax Increment Financing Policy*

The Board has established seven Community Redevelopment Areas (CRAs) per Florida State Statutes (FSS) Chapter 163, Part III (FSS 163.330-163.463). Funding for the CRAs is based upon an annual allotment through Tax Increment Financing (TIF) per FSS 163.387(1), and through a trust fund as defined in FSS 163.353. The CRAs will maintain separate trust funds and will not be co-mingled unless the Board has approved accordingly.

The Board will approve the allocation of CRA funds through the adoption of the CIP and the County budget. Modifications to the allocations may be necessary from time to time and will be communicated to the Board via existing policy and procedures. All expenditures will be made in accordance with Board policies and procedures. The Board will serve as members of the agency. The Community Development Department (CDD) will be a Board department established under the direction of the County Administrator. All employees in CDD will be County employees and will abide by all County policies and regulations. A Memorandum Of Understanding (MOU) may be executed between the BOCC and the CRA.



### *Economic Development Fund Policy*

The Economic Fund was set up to boost economic activities by promoting and fostering economic development to targeted industries based upon job creation, wage levels, and capital improvements. The fund is created by Chapter 71, Article 2, General Ordinances, Martin County Code. In addition, Section 125.045, Florida Statutes authorizes the Board to extend public funds to attract and retain business enterprises.

The Economic Development Fund includes the following policy statements:

- Martin County Opportunity Fund, established by Resolution No. 10-6.9, is a deal closure program using a performance agreement to attract qualified targeted industries as defined in the Economic Element of the County's Comprehensive Plan in accordance with adopted guidelines.
- Martin County Job Creation Grant Program established by Resolution No. 10-6.10 is a reward program for job creation using a performance agreement, paid out over a number of years following creation and verification of jobs in accordance with adopted guidelines.
- Economic Development Impact and Building Permit Fee Mitigation established by Chapter 71, Article 2, General Ordinances, Martin County Code, uses an agreement with a Qualified Targeted Industry or business which provides that building permit and impact fees be paid from the Economic Development Fund and are replenished by the County from available funds, including impact and building permit fees.
- Funds for Economic Development are dedicated from collections of the new Florida Power and Light Solar Array facility. These funds will not exceed 50% or \$1,000,000 annually. Additionally, a cap of 5% of the General Fund operating balance will be imposed with any excess monies going directly into the General Fund.

These policies will be reviewed and revised annually to incorporate any policy or strategic objectives developed and approved by the Board.

### *Reimbursement for Legal Costs Policy*

A commissioner or employee may request that the County reimburse attorney's fees and court costs incurred by a commissioner or an employee in the defense of a claim in a lawsuit or administrative action or in any other litigation-related matter, if the substance of the claim or matter involved, or arose from, the performance of the official duties of the commissioner or employee while serving a public purpose and the County has declined a request from the commissioner or employee to provide an attorney employed by the County to advise and represent the commissioner or employee.

If the request for reimbursement involves the defense of a civil action arising from a complaint for damages or injury suffered as a result of any act or omission of action arising out of and in the scope of the employment or function of the commissioner or employee, pursuant to section 111.07 of Florida Statutes, the commissioner or employee must have prevailed in the civil action in order to obtain reimbursement by the County.

The amount of reimbursement may be determined and approved by the County Administrator if the requested amount is less than or equal to \$7,500.00 per case and greater amounts will be approved by the Board.

The determination of the amount of attorney's fees will be based upon a reasonable hourly rate for the jurisdiction in which the claim or matter arose times a reasonable number of hours actually devoted to the defense of the claim or matter, but will not include any multiplier or other contingency-based modification. The determination of the amount of court costs will be based upon the current Statewide Uniform Guidelines for Taxation of Costs in Civil Actions, as published at Appendix II to the Florida Rules of Civil Procedure.



### *Funding Outside of the Budget Process*

Once the budget has been either tentatively approved or adopted, any requests for funding that are not included in the tentatively approved or adopted budget will be brought to the Board as an agenda item during one of the Board's scheduled meetings. The agenda item will detail the nature of the request, public purpose, operational expense, relationship with similar organization and other funding alternatives. Funding will be dependent upon Board action.

## **ANNUAL POLICIES**

The Board will annually adopt a balanced budget as their operating and capital plan for the fiscal year starting on October 1 and ending on September 30. The budget will balance expenditures with revenues and will be adopted as per the established timetable of the Truth in Millage Act (TRIM).

The annual budget will reflect revenue sources and expenditures by division within each department. The County's goal will be to pay for all recurring expenditures with recurring revenues and use nonrecurring revenues for nonrecurring expenditures. If a budget deficit is inevitable, the Board will reduce appropriations or identify revenues, which could be increased.

The budget will be developed based upon guidelines that are established by the Board during an annual review of the budget preparation process.

### *Division Performance Based Budget Policy*

Martin County's budget development process will be division and performance based. In order to improve the effectiveness of governmental programs, the County will integrate performance measures and productivity indicators within the divisions' budgets, whenever possible and feasible.

The County will conduct all fiscal activities in accordance with the highest level of statutory and ethical standards.

The budget will be reviewed with the Board and will focus on the following:

- Division Changes - increases or decreases in the service level will be detailed and defined by division.
- New Divisions - proposed new divisions will be identified as a budget issue and will require detailed justification and analysis of the long-term fiscal impacts.
- Staffing - staff increases will be limited to cases mandated by the Comprehensive Plan level of service or supporting Board strategic objectives. Reductions of staff will be done when there is no adverse effect on approved service levels. Reallocation of staff resources to improve efficiency and effectiveness will be at the discretion of the County Administrator and in accordance with the Human Resources Manual.

#### Division

All County divisions will develop spending patterns to keep costs to their absolute minimum necessary to deliver public services without substantially increasing the local tax burden.

- The budget will provide for adequate maintenance of capital infrastructure and equipment, and for required replacement of equipment as established by County's replacement standards.
- The County will maintain budgetary controls at the division level within each department.
- The County will develop and annually update a long-range financial forecasting system, which will include revenue, expenditure, and future cost projections. Financing of capital improvements as defined within the CIE/CIP and capital within the operating budgets will also be included.
- The County will periodically update their growth projections and capital needs assessments.





### *Fund Accounting Policy*

The Board will account for all revenues and expenditures within the established funds as outlined in the Uniform Accounting System Manual developed by the State of Florida Department of Financial Services.

### *Re-appropriation from Prior Year Policy*

The Board will allow for automatic carry forward of the following types of encumbrances not completed in the prior fiscal year: contracted, professional services, maintenance contracts, grant allocations, and capital equipment and projects. Approved capital projects will be re-appropriated and may be modified according to the CIP detail sheet adopted by the Board. Funds remaining within the Supervisor of Elections' equipment account will be placed into a reserve for future equipment replacement.

### *Financial Monitoring Policy*

Monthly budget status reports will be provided to each division within the County. Each division's management will review the reports to analyze expenditures for accuracy and budget limitations. An executive summary report will be provided to the County Administrator. In addition to the monthly reports, all revenue resources will be reviewed periodically.

### *Audit Policy*

The Board will provide for an annual independent audit of its financial statements. In addition to regular financial audits, the County may conduct internal audits of operational practices and financial activities as determined by the Internal Audit Committee.

## **BUDGET GUIDELINES FOR FISCAL YEAR 2020**

Budget Guidelines will be presented to the Board annually as part of the budget preparation process. These guidelines are the basis of Board direction for development of the next fiscal year's budget and are to be considered during future budget deliberations. These guidelines are specific to the next budget year only, and will be amended annually, if necessary.

- Budgets will include benchmarks. Reviews of benchmarks may result in revision of performance measures.
- Departments will be benchmarking their cost of services by division to provide comparative analysis between the public and private sector when applicable.
- The County budget document will include elements required by the Government Finance Officers Association Distinguished Budget Award criteria.
- Ad valorem distributions will be separated between departments that are under the purview of the Board and those that are for constitutional officers' budget requests.
- Program Change Requests will be identified as separate budget requests with information detailing the nature of the request, full time equivalent (FTE), funding source, etc. These requests will represent any shifts in funding from the State or County, any Board directed requests, or directives by the County Administrator.
- Departments will provide cost reduction options, which may be included in the County Administrator's proposed budget. Such reductions will be prioritized and will clearly identify the impact to residents.



- New positions will be requested only when there is a change in service level relative to a Board strategic objective or Comprehensive Plan mandated level of service.
- The disclosure of all millages will be in compliance with Truth in Millage (TRIM).
- The Board will reflect all health care services for qualified Martin County residents collectively in accordance with Chapter 163, Article 2, General Ordinances, and Martin County Code.
- The Board will strive to assure continuance of existing levels of funding for the CIE/CIP to provide for fire rescue infrastructure and equipment, to maintain and develop parks and public beaches access, to maintain buildings, and to expand the library book and electronic media collections. The level of funding for these purposes depends on the portion of ad valorem allocation by the Board; therefore, it is subject to change.
- The Board will review the CIE/CIP and tentatively approve it in a workshop setting. Final adoption will occur simultaneously with the adoption of the budget.
- Road resurfacing, sidewalk, bike path construction and maintenance will be performed based upon a priority schedule approved annually during the budget process. Funding for these projects will be identified and budgeted accordingly in the Road Maintenance Unincorporated Area MSTU or gas tax funds.
- The Unincorporated MSTU Fund will include general revenue source of funding for divisions that are not fully fee supported.
- Wage increases for all employees will require a reserve consistent with the negotiated union contracts and the Employees Performance Appraisals.
- In an effort to maintain existing levels of service, fund balance from the Stormwater Maintenance Program may be utilized to purchase replacement of heavy equipment each as needed.
- Funding for replacement of voting equipment for the Supervisor of Elections will be accomplished by accumulating \$25,000 annually. In addition, any remaining dollars in the General Elections division will be added to increase funding for this purpose.
- Need to include other constitutional officers. Currently saving funds for the Property Appraiser
- Road, landscaping, and other maintenance activities for projects completed by the Community Redevelopment Area (CRA) will be funded in the same manner as for other County assets: Road Maintenance MSTU, gas tax funds, or other sources appropriate for the specific type of assets.
- Funding for the bus replacement for the Veteran's Council of Martin County in the amount of \$45,000 will be allocated annually beginning Fiscal Year 2019. Funds will be placed in General Fund Reserves until requested.

**Administration**

<b>Administration Program Chart</b> Total Full-Time Equivalents (FTE) = 64.00
--

<b>Administration Division</b> Total Full Time Equivalents (FTE) = 8
<b>Office of Management &amp; Budget</b> Total Full Time Equivalents (FTE) = 11
<b>Commission</b> Total Full Time Equivalents (FTE) = 10
<b>Human Resources &amp; Risk Mgmt</b> Total Full Time Equivalents (FTE) = 10
<b>Purchasing</b> Total Full Time Equivalents (FTE) = 4
<b>Communications</b> Total Full Time Equivalents (FTE) = 5.75
<b>Community Services</b> Total Full Time Equivalents (FTE) = .9
<b>Veterans Services</b> Total Full Time Equivalents (FTE) = 3.05
<b>Social Services</b> Total Full Time Equivalents (FTE) = 1.65
<b>Substance Abuse Treatment Assist</b> Total Full Time Equivalents (FTE) = 3.25
<b>Office of Tourism and Marketing</b> Total Full Time Equivalents (FTE) = 3.25
<b>Medical Services</b> Total Full Time Equivalents (FTE) = 1.15
<b>Housing</b> Total Full Time Equivalents (FTE) = 1
<b>Legislative Division</b> Total Full Time Equivalents (FTE) = 1

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
Total FTE	57.00	59.00	64.00	5.00	8 %
Total Budget Dollars	11,222,708	10,151,671	11,010,517	858,846	8.46 %

**Administration**

**Introduction**

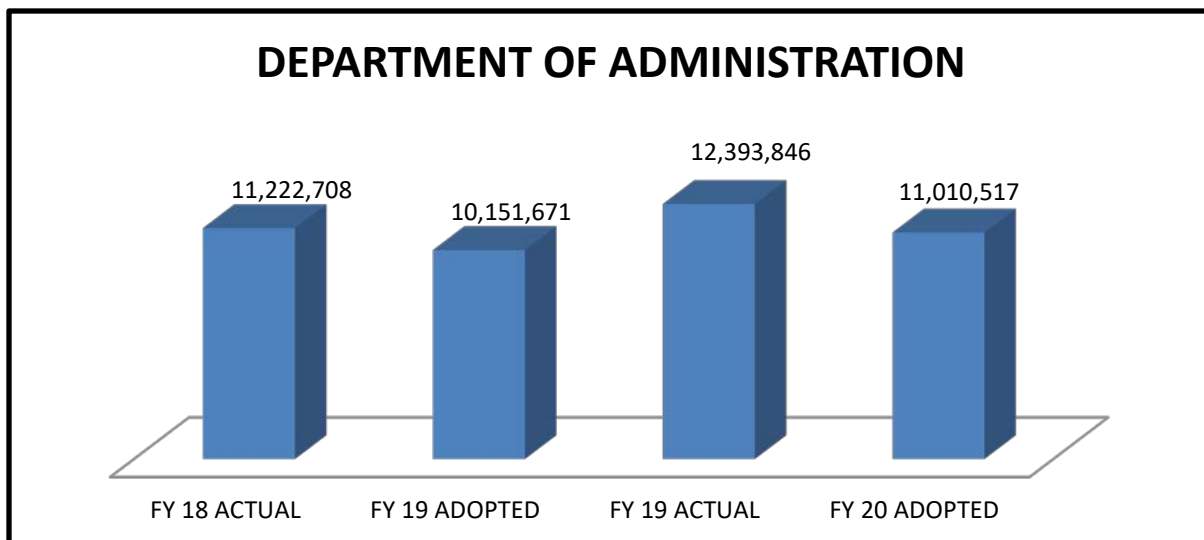
The County Administrator serves as the Chief Executive Officer of Martin County government, whose primary responsibility is to efficiently and effectively provide a high level of service and implement the goals and policies of the Board to meet the needs of Martin County citizens. The Office of the Administrator provides primary staff support to the Board and guides the use of County staff and resources in implementing policy decisions. A key objective is to increase community awareness about County objectives and the successes of the services provided by the County. Another area of interest is the maintenance of a strong leadership and management framework that will support the departments in the daily operations and accomplishment of both County and departmental goals and objectives. Administration encourages the training and career development of employees in order to deliver quality services to the residents of Martin County. Administration aims to protect the quality of life for Martin County residents by developing a high performing organization that focuses on the citizens of Martin County, recognizing the importance of fiscal accountability, providing efficient and effective services and supporting a professional workforce.

**Key Issues and Trends**

Key issues and trends are addressed within the Budget Overview preceding this section.

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Administration Division	1,241,966	1,289,361	1,168,645	1,179,976
Office of Management & Budget	865,380	944,175	920,403	974,274
Commission	869,969	910,207	928,369	929,697
Human Resources & Risk Mgmt	627,239	668,791	887,263	903,804
Purchasing	316,827	320,815	332,077	326,991
Multimedia Services	226,262	256,087	436,122	542,343
Community Services	76,049	76,481	62,003	72,503
Veterans Services	203,672	232,739	204,946	201,273
Social Services	539,869	133,391	518,257	134,196
Substance Abuse Treatment Assist	758,043	359,018	1,020,084	387,013
Office of Tourism and Marketing	1,421,936	1,109,247	1,488,620	1,415,016
Medical Services	3,457,073	3,634,017	3,392,127	3,722,003
Housing	516,802	104,630	930,100	106,433
Legislative Division	101,619	112,713	104,831	114,995
<b>Total Expenses</b>	<b>11,222,708</b>	<b>10,151,671</b>	<b>12,393,846</b>	<b>11,010,517</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01100 Executive Salaries	682,677	646,100	697,634	660,307
01200 Regular Salaries	2,812,497	2,968,452	3,113,245	3,346,572
01300 Other Salaries	13,385	21,600	15,600	37,200
01400 Overtime	0	0	3,055	0
01501 Cell Phone Stipend	4,959	4,440	5,142	5,400
01504 Class C Meal Reimbursement	308	0	295	0
02101 FICA	199,518	218,164	216,819	243,241
02102 Medicare	48,214	52,955	52,535	58,834
02200 Retirement Contributions	466,861	508,781	515,822	557,357
02300 Life and Health Insurance	695,872	732,935	708,239	774,931
02600 Salary/Fringe Chargebacks	0	0	0	0
03101 Professional Services - IT	8,650	0	8,650	8,000
03400 Other Contractual Services	3,817,480	3,572,644	4,009,846	3,681,081
03405 IT Services	26,441	37,571	27,698	37,571
03410 Other Contractual Svcs - Staffing	117,920	50,067	221,487	50,067
04000 Travel and Per Diem	49,398	66,375	58,374	68,575
04001 Travel and Per Diem/Mandatory	3,571	3,000	3,338	3,000
04002 Travel and Per Diem/Educational	24,821	16,056	40,248	16,056
04100 Communications	2,552	1,300	2,483	1,660
04101 Communications- Cell Phones	721	2,320	1,697	2,320
04104 Communications-Data/Wireless Svcs	2,391	2,275	2,910	2,275
04200 Freight and Postage	5,462	15,193	4,447	15,193
04400 Rentals and Leases	4,032	3,121	7,318	9,499
04401 Rentals and Leases/Pool Vehicles	7,695	9,960	13,250	9,960
04402 Rentals and Leases/Copier Leases	16,588	19,487	14,701	19,487
04500 Insurance	141,953	160,000	126,557	160,000
04600 Repairs and Maintenance	425	1,200	251	1,200
04610 Vehicle Repair and Maintenance	533	1,300	343	1,300
04611 Building Repair and Maintenance	63	0	0	0
04700 Printing and Binding	7,333	25,420	13,510	25,420
04800 Promotional Activities	1,001,762	571,918	1,009,290	749,194
04900 Other Current Charges	23,478	4,925	4,322	4,925
04910 Fleet Replacement Charge	5,150	5,150	7,150	5,150
05100 Office Supplies	12,896	18,600	7,784	18,600
05175 Computer Equipment \$1,000-\$4999.99	1,369	1,000	8,870	15,500
05179 Other Equipment \$1000-\$4999.99	0	0	8,018	0
05195 Non-Capital Computer Equipment	15,401	500	8,454	500
05199 Other Non-Capital Equipment	8,798	3,600	5,703	3,600
05200 Operating Supplies	3,126	10,700	14,497	11,825
05204 Fuel	1,627	3,100	1,459	3,100
05207 Computer Supplies	0	650	93	650
05208 Software Licenses	688	1,300	579	1,300
05210 Food	0	0	422	0
05211 Software Services	0	29,900	28,100	14,388
05213 Medical Supplies	107,713	120,150	119,132	118,150
05400 Publications and Memberships	8,725	16,228	19,138	16,728
05402 Publications/Subscriptions	0	3,009	194	3,009
05500 Training	25,746	22,814	37,549	37,114
06300 Improvements Other Than Buildings	0	0	4,975	0
08202 Ship Rehabilitation	269,949	0	597,270	0
08203 Ship Emergency Assistance	49,670	0	150,373	0

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration**

**Expenditures and Revenues (cont.)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
08209 Rehabilitation	0	0	16,525	0
08215 Project Delivery Services	21,635	0	13,630	0
08300 Other Grants and Aids	445,371	23,000	444,823	33,000
08310 Rental Assistance	57,288	0	0	0
09901 Budget Reserves For Contingencies	0	174,412	0	177,278
<b>Total Expenses</b>	<b>11,222,708</b>	<b>10,151,671</b>	<b>12,393,846</b>	<b>11,010,517</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	4,286,471	4,487,102	4,645,168	5,024,380
1110 Unincorporated MSTU	0	0	79,800	0
1120 Consolidated Fire/EMS	78,672	81,345	82,883	82,207
1140 Stormwater MSTU	0	30,033	0	0
1150 Countywide Road Maintenance MSTU	0	30,033	0	0
12326 FY18 CDBG Housing Rehab	0	0	-22,133	0
13007 DCF Sub Abuse Reinvestment	-91,305	0	91,304	0
13301 SHIP	0	0	-22,683	0
13323 SHIP-FL FY 15	-2,911	0	97,789	0
13324 SHIP-FL FY 16	202,445	0	108,273	0
13325 SHIP-FL FY 17	227,458	0	570,835	0
13326 SHIP-FL FY 18	-836,140	0	858,653	0
139903 7/08-7/13 FPL Care to Share	2,758	0	1,532	0
139928 CCA Substance Prevention	5	0	0	0
1523 Drug Abuse	0	0	12,125	0
1525 Health Care/Medical Services	3,422,661	3,609,017	3,031,264	3,697,003
1552 Tourist Development	1,408,603	1,109,247	1,435,020	1,415,016
1576 Art In Public Places	2,441	10,000	7,299	0
1588 \$65 Lcl Ord-Alt Juv Prog FS939.185	-3,535	53,000	-367	51,000
3102 Other County Capital Projects	39,995	40,227	40,447	42,675
3301 Road Projects	70,708	78,239	72,617	73,604
4102 Consolidated - Operating	103,440	106,613	111,341	112,627
4200 Solid Waste	96,956	125,613	132,342	136,750
5101 Property Insurance	0	24,500	24,500	0
33110 Federal Grants/General Government	5,829	0	0	0
33150 Federal Grants/Economic Environment	2,079	0	72,402	0
33169 Federal Grants/Other Human Services	422,775	63,840	513,573	55,755
33450 State Grants/Economic Environment	493,744	0	-846,808	0
33469 State Grants/Other Human Services	466,599	0	484,372	0
33470 State Grants/Culture & Recreation	0	0	53,600	0
33760 Local Grants/Human Services	81,153	0	30,622	0
34193 Mctv Production Services	10,469	4,500	9,843	4,500
348924 Juvenile Alternative Programs	55,824	0	47,193	0
34900 Other Charges For Services	270,853	210,000	262,427	290,000
36600 Contributions/Private Sources	500	0	1,000	0
36900 Other Miscellaneous Revenues	377,622	25,000	52,891	25,000
36910 Insurance Proceeds/Refunds	26,539	0	354,721	0
39900 Fund Balance Forward	0	63,363	0	0
<b>Total Revenues</b>	<b>11,222,708</b>	<b>10,151,671</b>	<b>12,393,846</b>	<b>11,010,517</b>

**Administration  
Administration Division**

**Mission Statement**

To meet the needs of Martin County citizens by implementing Board policies, leading departments in attaining Board goals and objectives, and enabling community awareness through open communication.

**Services Provided**

Administration provides key services to the Board of County Commissioners, citizen boards and committees, departments, private and non-profit groups and individual citizens of Martin County. Specifically, Administration responds to information and service requests by the Commission and represents the Board as directed. Citizen boards and committees receive records maintenance and member selection assistance from Administration. By providing quality leadership, encouraging professional development and aiding in the management of operations, Administration maintains a strong framework for department success. To provide public awareness, Administration communicates with groups, organizations and individual citizens through the Board-adopted Communications Strategic Plan.

**Goals and Objectives**

- Provide oversight of the Martin County website.
- Implement the adopted Martin County Communications Strategic Plan.
- Continue to provide oversight of the Board's Strategic Planning process; report to the Board quarterly on work plan progress.
- Strengthen the quality, reliability, and usefulness of performance measures in all departments.
- Release the agenda in accordance with policy guidelines at least 75% of the time.
- Fill vacancies on Commission-appointed Boards and Committees within 60 days of a vacancy occurring.
- Improve performance with the successful Request for Service system in regard to request completion within set deadlines.
- Assist departments in advocating concepts and strategies to maximize funding awards, such as grant stacking and adjustment to the Comprehensive Plan which may positively impact potential of awards.

**Benchmarks**

Administration will conduct research to identify the "best management practices" being used for program(s) management in other Florida local governments and determine where improvement in current methodologies may be embraced.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Agenda process time	%	56.00	75.00	62.50	75.00
Completed Public Records Requests	%	96.00	100.00	99.00	100.00

**Outcomes**

Meet all established guidelines with regard to Board requests, initiatives and programs.

**Administration  
Administration Division**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
County Administrator	1	1
Special Projects Coordinator	1	
Deputy County Administrator	1	1
Public Records Request Liaison	1	1
Communications/Outreach Coord	1	
Assistant County Administrator	1	1
Web Content Analyst	1	
Executive Aide	2	2
Project Manager	1	2
<b>Total FTE</b>	<b>10</b>	<b>8</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Administration Division**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01100 Executive Salaries	365,147	328,570	375,754	338,427
01200 Regular Salaries	516,762	561,026	422,294	467,629
01300 Other Salaries	13,385	21,600	15,600	37,200
01501 Cell Phone Stipend	2,100	1,560	1,297	1,200
01504 Class C Meal Reimbursement	127	0	32	0
02101 FICA	46,722	49,216	40,949	44,930
02102 Medicare	12,479	13,439	11,404	12,454
02200 Retirement Contributions	118,902	137,905	123,033	144,067
02300 Life and Health Insurance	139,018	139,981	105,788	108,005
03400 Other Contractual Services	2,441	10,000	7,270	0
03410 Other Contractual Svcs - Staffing	0	0	33,116	0
04000 Travel and Per Diem	4,227	5,600	8,443	5,600
04002 Travel and Per Diem/Educational	584	1,500	122	1,500
04100 Communications	453	1,300	686	1,300
04101 Communications- Cell Phones	206	0	0	0
04104 Communications-Data/Wireless Svcs	222	425	190	425
04200 Freight and Postage	267	1,000	310	1,000
04401 Rentals and Leases/Pool Vehicles	1,310	525	340	525
04402 Rentals and Leases/Copier Leases	3,771	3,250	3,065	3,250
04610 Vehicle Repair and Maintenance	7	0	0	0
04700 Printing and Binding	2,456	3,000	2,900	3,000
04900 Other Current Charges	165	0	69	0
05100 Office Supplies	2,957	2,100	374	2,100
05179 Other Equipment \$1000-\$4999.99	0	0	1,062	0
05195 Non-Capital Computer Equipment	1,995	0	2,100	0
05199 Other Non-Capital Equipment	0	750	862	750
05200 Operating Supplies	483	2,000	3,849	2,000
05204 Fuel	267	0	0	0
05207 Computer Supplies	0	0	93	0
05210 Food	0	0	-68	0
05400 Publications and Memberships	3,056	1,675	4,162	1,675
05402 Publications/Subscriptions	0	739	0	739
05500 Training	2,462	2,200	3,548	2,200
<b>Total Expenses</b>	<b>1,241,966</b>	<b>1,289,361</b>	<b>1,168,645</b>	<b>1,179,976</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,239,526	1,279,361	1,161,345	1,179,976
1576 Art in Public Places	2,441	10,000	7,299	0
<b>Total Revenues</b>	<b>1,241,966</b>	<b>1,289,361</b>	<b>1,168,645</b>	<b>1,179,976</b>

**Accounts of Interest**

03400 - Art in Public Places was moved to the Office of Community Development.

**Significant Changes**

During FY19, three (3) positions were moved from Administration Division to Communications Division. Addition of one (1) FTE (Project Manager) for the Assistant County Administrator.

**Administration  
Office of Management & Budget**

**Mission Statement**

Provide fiscally sound financial support to all internal and external customers while ensuring compliance with financial procedures. The Office of Management and Budget utilizes short and long-term planning to facilitate a high-performance organization.

**Services Provided**

- Provide financial management assistance to the Board, County Administrator, and departments
- Develop, monitor, and control the County's annual operating budget
- Forecast and monitor County revenues
- Assist departments in the development of effective performance measures
- Conduct research and analysis for special projects as requested by the Board and the County Administrator
- Update the fiscal policies annually
- Ensure compliance with the Truth-in-Millage (TRIM) process
- Administer Grant Management Policy

**Goals and Objectives**

- Produce high quality tentative and adopted budget books within required timeframes
- Provide direction to County departments and ensure that expenditures are recorded accurately and within the approved budget
- Provide accurate financial information to internal and external customers in a timely manner
- Ensure Truth-in-Millage (TRIM) processes, responsibilities and requirements are met
- Administer and promote compliance with Martin County Grant Management Policy
- Enhance employee competencies through continued training and education
- Reduce operational expenditures through increased use of technology

**Benchmarks**

- Continue to be recognized by Government Financial Officers Association (GFOA) by receiving the Distinguished Budget Presentation Award annually
- Grants are in compliance with Federal and State rules and regulations and Martin County Grant Management Policy

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Active Grants	#	90.00	90.00	90.00	90.00
DOR TRIM Compliance	%	100.00	100.00	100.00	100.00
Audit Findings - Grants	%	100.00	100.00	100.00	100.00
GFOA Award	Y	Yes	Yes	Yes	Yes

**Outcomes**

- Public funds are effectively monitored to meet budgetary policy as approved by the Board
- The integrity of financial records is preserved

**Administration  
Office of Management & Budget**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Budget & Management Coordinator		1
Financial Analyst	6	5
Utilities Financial Manager		1
Utilities Financial Coord	1	
Senior Financial Analyst	3	2
Budget & CIP Coordinator		1
Director of OMB	1	1
<b>Total FTE</b>	<b>11</b>	<b>11</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Office of Management & Budget**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	615,617	673,502	668,675	698,779
01504 Class C Meal Reimbursement	0	0	127	0
02101 FICA	35,279	41,758	38,536	43,325
02102 Medicare	8,251	9,766	9,012	10,132
02200 Retirement Contributions	65,407	73,880	68,769	70,637
02300 Life and Health Insurance	128,645	129,984	125,043	136,116
04000 Travel and Per Diem	0	925	0	925
04002 Travel and Per Diem/Educational	1,596	1,610	501	1,610
04100 Communications	315	0	0	0
04200 Freight and Postage	1	250	9	250
04401 Rentals and Leases/Pool Vehicles	110	200	30	200
04402 Rentals and Leases/Copier Leases	1,241	1,350	1,800	1,350
04700 Printing and Binding	1,804	4,450	1,628	4,450
04900 Other Current Charges	945	700	635	700
05100 Office Supplies	469	2,000	623	2,000
05195 Non-Capital Computer Equipment	2,142	0	2,968	0
05200 Operating Supplies	30	600	319	600
05207 Computer Supplies	0	200	0	200
05208 Software Licenses	360	0	330	0
05400 Publications and Memberships	145	1,000	800	1,000
05500 Training	3,024	2,000	597	2,000
<b>Total Expenses</b>	<b>865,380</b>	<b>944,175</b>	<b>920,403</b>	<b>974,274</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	475,610	452,072	480,773	526,411
1120 Consolidated Fire/EMS	78,672	81,345	82,883	82,207
1140 Stormwater MSTU	0	30,033	0	0
1150 Countywide Road Maintenance MSTU	0	30,033	0	0
3102 Other County Capital Projects	39,995	40,227	40,447	42,675
3301 Road Projects	70,708	78,239	72,617	73,604
4102 Consolidated - Operating	103,440	106,613	111,341	112,627
4200 Solid Waste	96,956	125,613	132,342	136,750
<b>Total Revenues</b>	<b>865,380</b>	<b>944,175</b>	<b>920,403</b>	<b>974,274</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Administration  
Commission**

**Mission Statement**

The Board of County Commissioners is the legislative branch of Martin County government. The primary responsibility of the Commission is to set policies and goals for the County Administration to implement programs and governmental services aimed at providing for the high quality of life, health, safety, and welfare of the general public.

**Services Provided**

The Martin County Board of County Commissioners provides policy direction which results in the implementation of programs that provide for the health, safety and welfare of the general public:

- Protect and enhance the county's natural environmental resources
- Maintain a strong urban services boundary
- Fully fund or mitigate major budget issues to deliver the highest quality county services
- Achieve economic development among existing and new companies
- Promote/encourage countywide green initiatives/policies in the built and natural environments

**Goals and Objectives**

- Participate on Advisory Boards and Committees that determine multi-jurisdictional policies applicable to the region
- Update the Comprehensive Growth Management Plan as applicable by law
- Set policies and, through County Administration, implement procedures that provide for the health, safety, and welfare of the citizens of Martin County
- Review and revise strategic objectives for the County

**Staffing Summary**

Job Title	FY2019	FY2020
County Commissioner Dist 4	1	1
Executive Aide	5	5
County Commissioner Dist 2	1	1
County Commissioner Dist 3	1	1
County Commissioner Dist 1	1	1
County Commissioner Dist 5	1	1
<b>Total FTE</b>	<b>10</b>	<b>10</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Commission**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01100 Executive Salaries	317,530	317,530	321,880	321,880
01200 Regular Salaries	200,638	216,684	210,544	220,878
02101 FICA	30,239	33,119	30,911	33,650
02102 Medicare	7,073	7,747	7,229	7,868
02200 Retirement Contributions	141,021	148,808	150,303	151,721
02300 Life and Health Insurance	137,955	142,894	142,732	150,275
03400 Other Contractual Services	0	50	8,612	0
04000 Travel and Per Diem	6,176	28,300	13,795	28,300
04002 Travel and Per Diem/Educational	13,860	1,800	22,105	1,800
04100 Communications	1,784	0	1,395	0
04101 Communications- Cell Phones	0	1,700	455	1,700
04104 Communications-Data/Wireless Svcs	894	875	1,289	875
04200 Freight and Postage	63	700	569	700
04400 Rentals and Leases	40	0	41	50
04401 Rentals and Leases/Pool Vehicles	445	0	690	0
04402 Rentals and Leases/Copier Leases	3,210	3,250	3,065	3,250
04700 Printing and Binding	127	500	1,235	500
04900 Other Current Charges	0	1,000	450	1,000
05100 Office Supplies	2,146	3,000	60	3,000
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,428	0
05195 Non-Capital Computer Equipment	1,149	0	437	0
05199 Other Non-Capital Equipment	0	500	215	500
05200 Operating Supplies	893	1,000	1,685	1,000
05208 Software Licenses	0	0	20	0
05210 Food	0	0	490	0
05400 Publications and Memberships	0	250	0	250
05500 Training	4,728	500	6,735	500
<b>Total Expenses</b>	<b>869,969</b>	<b>910,207</b>	<b>928,369</b>	<b>929,697</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	869,969	910,207	928,369	929,697
<b>Total Revenues</b>	<b>869,969</b>	<b>910,207</b>	<b>928,369</b>	<b>929,697</b>

**Accounts of Interest**

03400 - Archives Management file storage (\$50) moved to Rentals and Leases (04400).

**Significant Changes**

There are no significant program changes.

**Administration  
Human Resources & Risk Mgmt**

**Mission Statement**

Through strategic business partnerships with all County departments, the Division provides human resources and risk management services in areas of: recruitment, selection, compensation and rewards, employee/labor relations, training/development, risk management, and benefit programs.

**Services Provided**

- Technical and advisory assistance to managers and employees within the organization regarding staffing and employee and labor relations issues
- Conduct labor negotiations with employee groups represented by labor unions
- Provide training to staff to ensure compliance with all applicable federal, state and local regulations
- Communicate health insurance plans and assist employees with insurance issues
- Develop and maintain a competitive and cost-effective benefits package
- Create and conduct safety training to educate employees on safety initiatives in an effort to reduce exposure to loss in the workplace
- Manage the County's Risk Management Programs including Workers' Compensation, Property, Casualty and Liability insurance

**Goals and Objectives**

- Provide technical and advisory assistance to managers and employees within the organization regarding staffing, employee and labor relations issues
- Establish staffing and retention strategies and initiatives that meet organizational objectives by attracting and retaining a well-qualified, high performance, diverse workforce
- Establish and maintain a systematic, cost-effective program of training and development for managers, supervisors, and employees
- Reduce lost time accidents in the work place through effective safety training programs
- Communicate the County's benefits package
- Ensure the County is in compliance with applicable labor and employment laws and regulations
- Develop, maintain, and communicate a competitive wage and classification program
- Provide effective leadership role in contract negotiations with two (2) County labor unions to achieve equitable labor agreements
- Educate employees on the use of the Employee Health Center to increase utilization and drive down expense to the County health insurance program
- Develop performance management programs that drive organizational performance and align with strategic objectives

**Benchmarks**

- Martin County's performance management system is a benchmark for other agencies. It is an effective management tool which measures and rewards employee performance and links employee performance objectives to organizational goals.
- Martin County's Institute for Lifelong Education and Learning (MILE) and Sailfish Academy are benchmarks for other agencies due to its innovative and cost-effective structure.
- Number of reportable Workers' Compensation claims in Martin County compared to applicable benchmarks are continually monitored.
- Number of Workers' Compensation claims which resulted in lost time in Martin County compared to applicable benchmarks.
- Time to fill open positions compared to statistics from SHRM (Society for Human Resource Management).

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Employee Training Hours	#	8,470.00	6,100.00	10,100.00	10,000.00
Employee Wellness Programs	#	22.00	15.00	41.00	40.00
Countywide Turnover Rate	%	9.00	13.00	7.50	10.00

**Administration  
Human Resources & Risk Mgmt**

**Outcomes**

- The Human Resources function will focus on a business team partnership to successfully implement policies and structures that will address the goals and objectives of departments. This will enable a successful contribution of Human Resources' products and services to fulfill customers' evolving needs and demonstrate both value and cost-effectiveness.
- Administration of employee benefits programs will identify maintenance areas which will be addressed to produce further cost effectiveness and greater customer satisfaction, be innovative, cost effective and result in customer satisfaction. A proactive safety program will result in a reduction in Workers' Compensation claims.
- Conduct labor negotiations to ensure a competitive labor agreement that will facilitate harmonious relations between labor and management.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Human Resources Generalist	2	2
Senior HR and Risk Generalist		1
Human Resources Manager		2
Human Resources Specialist	1	
ADA/Safety Coordinator		1
Human Resources Analyst	1	
Risk Analyst	1	1
Administrative Specialist III		1
Human Resources Technician	1	1
Director of HR and Risk	1	1
<b>Total FTE</b>	<b>7</b>	<b>10</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Human Resources & Risk Mgmt**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	419,647	428,804	591,139	610,376
01501 Cell Phone Stipend	480	480	1,292	1,440
01504 Class C Meal Reimbursement	44	0	0	0
02101 FICA	24,775	26,587	34,110	37,844
02102 Medicare	5,794	6,217	7,977	8,851
02200 Retirement Contributions	49,654	52,799	67,073	70,893
02300 Life and Health Insurance	75,245	85,838	117,716	124,034
03400 Other Contractual Services	0	5,400	250	6,800
03410 Other Contractual Svcs - Staffing	25,945	0	9,380	0
04000 Travel and Per Diem	0	750	1,937	750
04002 Travel and Per Diem/Educational	6,365	7,316	3,594	7,316
04104 Communications-Data/Wireless Svcs	795	975	942	975
04200 Freight and Postage	2,458	2,500	369	2,500
04400 Rentals and Leases	1,620	0	3,422	5,400
04401 Rentals and Leases/Pool Vehicles	240	160	470	160
04402 Rentals and Leases/Copier Leases	3,802	5,310	2,887	5,310
04610 Vehicle Repair and Maintenance	0	0	68	0
04700 Printing and Binding	677	2,700	1,307	2,700
04900 Other Current Charges	0	0	75	0
04910 Fleet Replacement Charge	0	0	2,000	0
05100 Office Supplies	1,639	2,500	2,205	2,500
05195 Non-Capital Computer Equipment	1,465	0	647	0
05199 Other Non-Capital Equipment	277	0	2,504	0
05200 Operating Supplies	90	4,100	692	4,100
05204 Fuel	0	0	186	0
05208 Software Licenses	328	0	0	0
05211 Software Services	0	24,500	24,500	0
05400 Publications and Memberships	1,130	2,445	1,166	2,445
05402 Publications/Subscriptions	0	320	194	320
05500 Training	4,769	9,090	9,161	9,090
<b>Total Expenses</b>	<b>627,239</b>	<b>668,791</b>	<b>887,263</b>	<b>903,804</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	627,239	644,291	782,963	903,804
1110 Unincorporated MSTU	0	0	79,800	0
5101 Property Insurance	0	24,500	24,500	0
<b>Total Revenues</b>	<b>627,239</b>	<b>668,791</b>	<b>887,263</b>	<b>903,804</b>

**Accounts of Interest**

03400 - Increase for additional Leadership & Customer Service Training. Archiving Management was moved to Rentals and leases (04400).

05211 - Learning Management System module from Neogov moved to TIP.

**Significant Changes**

During FY19, three (3) positions were reallocated from other departments to streamline HR functions.

**Administration  
Purchasing**

**Mission Statement**

The mission of the Purchasing Division is to procure goods and services for Martin County in order to provide the "best value" for the citizens of our community in an ethical, impartial customer-friendly environment assuring compliance with policies, statutes, rules and regulations.

**Services Provided**

- Procurement assistance to staff
- Contract administration
- Community outreach
- Revenue resource
- Cost savings
- Fixed Asset Inventory
- Interoffice mail courier & US mail processing

**Goals and Objectives**

- Maintenance and on-going development of the purchasing card program to generate revenue from purchases for Martin County
- Maintenance and on-going development of electronic payables program to generate revenue from paying for purchases for Martin County
- Review and revise purchasing templates as needed
- Revise the Purchasing Manual to reflect current needs
- Work with County staff to pre-qualify vendors for specific projects/services
- Enhance Purchasing staff skills with continuing education
- Develop countywide purchasing training program for staff and vendors

**Benchmarks**

- Review and revise the Purchasing Manual to provide best value and customer service
- Inventory tracking 100% of countywide fixed assets

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Procurement Division - Transactions	#	7,348.00	5,700.00	7,141.00	6,000.00
# of Bids Processed	#	105.00	150.00	100.00	150.00
Revenue Generation - Rebates	\$	141,148.53	140,000.00	139,907.50	70,000.00
Rev Generation - Surplus Inventory Sales	\$	233,658.00	325,000.00	337,027.13	325,000.00

**Outcomes**

The Purchasing Division will continue to be a cost reduction and revenue generating function through effective and ethical price negotiation with vendors and the continued expansion of e-payables resulting in significant rebates to the County.

**Staffing Summary**

Job Title	FY2019	FY2020
Fixed Asset Coordinator	1	1
Purchasing Manager	1	1
Buyer	1	1
Contracts Compliance Specialist	1	1
<b>Total FTE</b>	<b>4</b>	<b>4</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Purchasing**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	232,787	231,702	247,567	236,184
02101 FICA	13,916	14,366	14,819	14,643
02102 Medicare	3,254	3,361	3,466	3,425
02200 Retirement Contributions	25,592	24,621	25,576	25,984
02300 Life and Health Insurance	34,262	34,575	33,799	34,565
04002 Travel and Per Diem/Educational	0	2,000	30	2,000
04200 Freight and Postage	32	100	17	100
04401 Rentals and Leases/Pool Vehicles	220	300	170	300
04402 Rentals and Leases/Copier Leases	400	2,000	175	2,000
04610 Vehicle Repair and Maintenance	526	300	223	300
04611 Building Repair and Maintenance	63	0	0	0
04700 Printing and Binding	0	100	163	100
04900 Other Current Charges	14	0	0	0
04910 Fleet Replacement Charge	2,800	2,800	2,800	2,800
05100 Office Supplies	297	1,200	364	1,200
05199 Other Non-Capital Equipment	1,089	0	0	0
05200 Operating Supplies	222	0	685	0
05204 Fuel	1,163	1,800	1,151	1,800
05400 Publications and Memberships	190	190	463	190
05500 Training	0	1,400	609	1,400
<b>Total Expenses</b>	<b>316,827</b>	<b>320,815</b>	<b>332,077</b>	<b>326,991</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	316,827	320,815	332,077	326,991
<b>Total Revenues</b>	<b>316,827</b>	<b>320,815</b>	<b>332,077</b>	<b>326,991</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Administration  
Communications**

**Mission Statement**

To plan, create, develop, and implement the Board of County Commissioners adopted Communications Strategic Plan including, but not limited to, Martin County Television (MCTV) operations, and all plan elements related to effective communications from government to the citizens of Martin County.

**Services Provided**

Services include, but are not limited to, the following:

- Communications and outreach (Events, collateral materials, etc.)
- Social media management (Twitter, Facebook, YouTube)
- Martin County Television (MCTV 20)
- Media relations
- Issue campaigns (Speak up, sales tax, etc.)
- Martin CARES/Youth CARES
- Emergency management functions

**Goals and Objectives**

- Effectively utilize multiple methods of delivering the same message to the public, recognizing the diversity of methods by which the public receives information
- Improve the overall perception of Martin County government through effective communication
- Continue development of revenue generating programs to offset total reliance on ad valorem for government access cable programming

**Benchmarks**

Successfully implement guiding principles of the Communications Strategic Plan relevant to communication including:

- Telling our own story vs. expecting someone else to do it
- Pro-active vs. reactive
- Inclusive vs. exclusive

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Annual Report Delivery to the Commission	#	1.00	1.00	1.00	1.00
Board-mandated MCTV programs produced	#	9.00	10.00	10.00	10.00
Publish "County Connection" e-newsletter	#	48.00	48.00	48.00	48.00

**Outcomes**

The Office of Communications will efficiently and effectively facilitate the dissemination of information to residents and visitors on behalf of the Martin County Board of County Commissioners through all available communication methods.

**Staffing Summary**

Job Title	FY2019	FY2020
MCTV Operations Manager	.75	.75
Multi-Media Specialist	2	2
Communications/Outreach Coord		1
Web Content Analyst		1
Communications Manager		1
<b>Total FTE</b>	<b>2.75</b>	<b>5.75</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Communications**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	133,291	142,228	276,235	332,239
01400 Overtime	0	0	2,054	0
01501 Cell Phone Stipend	1,006	960	1,343	1,440
01504 Class C Meal Reimbursement	0	0	122	0
02101 FICA	7,833	8,818	16,204	20,598
02102 Medicare	1,832	2,062	3,790	4,818
02200 Retirement Contributions	10,687	11,748	23,185	28,140
02300 Life and Health Insurance	31,566	34,050	65,880	81,887
03400 Other Contractual Services	4,226	5,500	8,497	5,500
03405 IT Services	26,441	37,571	27,698	37,571
04000 Travel and Per Diem	0	0	239	0
04100 Communications	0	0	401	0
04101 Communications- Cell Phones	0	0	621	0
04200 Freight and Postage	659	100	21	100
04401 Rentals and Leases/Pool Vehicles	30	1,200	20	1,200
04600 Repairs and Maintenance	425	500	0	500
04610 Vehicle Repair and Maintenance	0	1,000	52	1,000
04700 Printing and Binding	0	250	0	250
04900 Other Current Charges	0	0	12	0
04910 Fleet Replacement Charge	2,350	2,350	2,350	2,350
05100 Office Supplies	907	1,000	23	1,000
05175 Computer Equipment \$1,000-\$4999.99	1,369	1,000	2,378	15,500
05195 Non-Capital Computer Equipment	1,655	500	473	500
05199 Other Non-Capital Equipment	1,146	2,000	843	2,000
05200 Operating Supplies	725	2,000	3,559	2,000
05204 Fuel	115	1,000	122	1,000
05207 Computer Supplies	0	250	0	250
05400 Publications and Memberships	0	0	0	500
05500 Training	0	0	0	2,000
<b>Total Expenses</b>	<b>226,262</b>	<b>256,087</b>	<b>436,122</b>	<b>542,343</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	215,793	251,587	426,279	537,843
34193 MCTV Production Services	10,469	4,500	9,843	4,500
<b>Total Revenues</b>	<b>226,262</b>	<b>256,087</b>	<b>436,122</b>	<b>542,343</b>

**Accounts of Interest**

- 03400 - Multimedia Contractor to provide production services for other entity-funded video projects (School Board and not-for-profits) in order to increase productivity on County Commission programming.
- 03405 - Closed captioning of BCC meetings \$36,000; Muzak on electronic billboard \$1,571.
- 05175 - Replacement of Studio C system for MCTV.
- 05400 - Florida Public Relations Association membership for the Communications Manager and Communications and Outreach Coordinator.
- 05500 - Attendance at Florida Public Relations Society Annual Conference for the Communications Manager and Communications and Outreach Coordinator.

**Significant Changes**

During FY19, three (3) positions were moved from Administration Division to Communications Division.

**Administration  
Community Services**

**Mission Statement**

Enhance the quality of life for Martin County residents and visitors. Collaborate with public and private sector organizations and coalitions for planning, problem-solving and customer service provision.

**Services Provided**

- Collaborate with area agencies in the community planning process for a wide variety of issues; including health care, affordable housing, and homelessness prevention.
- Responsible for individual resident recovery post disaster (esf15) and participate in disaster preparation, response and fulfilling unmet needs.

**Goals and Objectives**

- Partner with Martin County Health Department and participate in the development of Community Health Improvement Plan (CHIP).
- Participate in Comprehensive Emergency Management Plan revision and Post Disaster Redevelopment Plan
- Work with community and schools in reducing youth substance abuse and Code of Conduct expulsion alternative program (REACH).
- Partner with community agencies and funders to leverage additional dollars for Martin County residents.
- Work with 211 to provide residents with appropriate referral information.

**Benchmarks**

- Assist residents with unmet needs.
- Youth will be diverted out of the criminal justice system.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
# of individuals receiving assistance	#	426.00	200.00	400.00	400.00
% of MC Youth successfully completing diversion programs	%	N/A	N/A	88.00	92.00

**Outcomes**

- Improve individual attainable sustainability of Martin County Residents.
- Ongoing policy recommendations regarding County role in health care and social services.
- Effective collaboration and relationships with grantors, business and community organizations.

**Staffing Summary**

Job Title	FY2019	FY2020
Health & Human Serv Specialist	.6	.6
Health & Human Serv Manager	.3	.3
<b>Total FTE</b>	<b>.9</b>	<b>.9</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Community Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	53,755	53,551	43,082	50,220
01501 Cell Phone Stipend	102	108	75	108
01504 Class C Meal Reimbursement	0	0	4	0
02101 FICA	3,099	3,320	2,403	3,029
02102 Medicare	725	777	562	708
02200 Retirement Contributions	4,311	4,423	3,533	4,138
02300 Life and Health Insurance	14,057	14,302	12,342	14,300
04200 Freight and Postage	0	0	2	0
<b>Total Expenses</b>	<b>76,049</b>	<b>76,481</b>	<b>62,003</b>	<b>72,503</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	76,049	76,481	62,003	72,503
<b>Total Revenues</b>	<b>76,049</b>	<b>76,481</b>	<b>62,003</b>	<b>72,503</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Administration  
Veterans Services**

**Mission Statement**

Enhance the quality of life for Martin County veterans by forging partnerships with public and private sector organizations and coalitions, by community capacity-building, and by planning, problem-solving and customer service.

**Services Provided**

- Counsel veterans and their dependents on available resources and assist in preparing and submitting claims.
- Conduct financial assistance case management and administer the disbursement of funds to the homeless/needier veteran population.
- Keep the veteran community abreast of information regarding benefits availability and changes to benefits.
- Support the Veterans Council and Veterans Service Organizations' activities and events.

**Goals and Objectives**

- Counsel veterans and/or their dependents on available benefits
- Prepare and submit claims for benefits
- Ensure compliance to applicable regulations
- Keep the veteran community informed of available benefits and changes to benefits by benefits presentations, letters to veterans' service organizations, and visits to posts

**Benchmarks**

- To provide safe and cost-effective access to health care for all transportation-disadvantaged veterans to the VA hospital
- To ensure that 100% of the claims for veteran and dependent clients are submitted accurately and are in compliance with applicable regulations
- To ensure that 95% or higher of clients served are satisfied with the services provided

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
VA Compensation/Pension Dollars Returned	\$	20.27	22.00	21.06	22.00
# of Client Contacts per FTE	#	4,902.00	6,500.00	5,000.00	5,500.00
Veterans Transported	#	2,761.00	3,200.00	1,588.00	2,200.00
Client Contacts	#	14,707.00	16,500.00	15,105.00	15,000.00
Annual Bene Inc(rptd every 2 yrs in MIL)	\$	3,274.00	3,350.00	3,601.00	3,250.00

**Outcomes**

- Martin County veteran's population will be satisfied with service and performance as demonstrated by lack of any significant complaints or significant amount of complaints

**Staffing Summary**

Job Title	FY2019	FY2020
Veterans Services Manager		1
Veterans Services Officer I	1	1
Administrative Specialist II	1	1
Health & Human Serv Specialist	.05	.05
Veterans Services Supervisor	1	
<b>Total FTE</b>	<b>3.05</b>	<b>3.05</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Veterans Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	94,783	127,558	116,422	126,746
01400 Overtime	0	0	1,001	0
02101 FICA	5,627	7,908	7,243	7,852
02102 Medicare	1,316	1,849	1,694	1,836
02200 Retirement Contributions	7,600	10,537	9,773	10,726
02300 Life and Health Insurance	16,706	32,553	1,418	851
03410 Other Contractual Svcs - Staffing	70,019	40,067	55,894	40,067
04001 Travel and Per Diem/Mandatory	3,117	3,000	3,338	3,000
04200 Freight and Postage	173	500	269	500
04400 Rentals and Leases	1,561	3,121	3,123	4,049
04401 Rentals and Leases/Pool Vehicles	120	400	330	400
04402 Rentals and Leases/Copier Leases	1,275	1,161	904	1,161
04600 Repairs and Maintenance	0	700	0	700
04700 Printing and Binding	289	1,450	1,679	1,450
04900 Other Current Charges	49	75	13	75
05100 Office Supplies	408	1,000	438	1,000
05199 Other Non-Capital Equipment	170	0	0	0
05200 Operating Supplies	60	100	648	100
05400 Publications and Memberships	0	130	120	130
05500 Training	400	630	640	630
<b>Total Expenses</b>	<b>203,672</b>	<b>232,739</b>	<b>204,946</b>	<b>201,273</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	203,672	232,739	204,946	201,273
<b>Total Revenues</b>	<b>203,672</b>	<b>232,739</b>	<b>204,946</b>	<b>201,273</b>

**Accounts of Interest**

03410 - Cost for three part time drivers.

04400 - Tent rental for Memorial and Veteran's Day pricing increased by \$928.

**Significant Changes**

There are no significant program changes.

**Administration  
Social Services**

**Mission Statement**

Collaborate with community organizations to improve the quality of life in Martin County by assisting residents who need help in obtaining resources/entitlements to achieve sustainability.

**Services Provided**

Social Services staff provides case management services to enable eligible Martin County residents to receive housing and utility assistance. Cremation and burial services for indigent/unclaimed individuals are processed by staff. Referral and case management services assist eligible residents in locating available food, shelter, clothing, and employment resources. When disaster situations occur, Social Services is the designated program responsible for Individual Recovery in the Martin County Comprehensive Emergency Management Plan as well as organizing volunteers and donations (Emergency Support Function, ESF15).

**Goals and Objectives**

- Provide residents in need with information and referrals to appropriate area social service agencies for the provision of food, shelter, clothing, medical treatment, and employment
- Facilitate burial/cremation of indigent residents
- Administer multiple grants for homelessness prevention via rent or utility assistance

**Benchmarks**

- Cremation of indigent and unclaimed individuals will be facilitated in an expeditious manner not to exceed 15 day.
- Monitoring reports for grant funding received will reflect zero findings or concerns for Martin County.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Cremations/Burials	\$	24,555.00	25,000.00	23,670.00	30,000.00
Shelter Plus Care (S+C)	\$	314,448.00	200,000.00	326,120.00	315,000.00
Care to Share (FPL)	\$	50,092.90	45,000.00	35,161.63	42,000.00
Community Services Block Grant (CSBG)	\$	81,292.00	145,757.00	145,757.00	77,164.00
Number of Residents Served	#	N/A	N/A	283.00	311.00

**Outcomes**

95% of individuals eligible for cremation services will be assisted within 15 days.

Martin County citizens will be provided information on programs and screenings for services they may qualify for.

**Staffing Summary**

Job Title	FY2019	FY2020
Health & Human Serv Specialist	.05	.05
Administrative Specialist II	.5	.5
Case Manager		1
Case Manager II Social Svcs	1	
Health & Human Serv Manager	.1	.1
<b>Total FTE</b>	<b>1.65</b>	<b>1.65</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Social Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	70,013	69,942	68,648	70,262
01501 Cell Phone Stipend	34	36	25	36
01504 Class C Meal Reimbursement	0	0	1	0
02101 FICA	3,983	4,337	3,999	4,350
02102 Medicare	931	1,015	935	1,018
02200 Retirement Contributions	5,610	5,777	5,691	5,942
02300 Life and Health Insurance	24,291	26,258	15,806	16,562
02600 Salary/Fringe Chargebacks	0	0	0	0
03400 Other Contractual Services	35	0	157	0
03410 Other Contractual Svcs - Staffing	21,904	0	27,055	0
04002 Travel and Per Diem/Educational	0	0	1,957	0
04200 Freight and Postage	62	150	71	150
04401 Rentals and Leases/Pool Vehicles	781	1,430	1,716	1,430
04402 Rentals and Leases/Copier Leases	381	471	381	471
04700 Printing and Binding	320	425	350	425
04900 Other Current Charges	0	300	0	300
05100 Office Supplies	217	250	154	250
05195 Non-Capital Computer Equipment	0	0	262	0
05200 Operating Supplies	0	0	2,145	0
05400 Publications and Memberships	0	0	62	0
05500 Training	0	0	1,000	0
08300 Other Grants and Aids	411,308	23,000	387,841	33,000
<b>Total Expenses</b>	<b>539,869</b>	<b>133,391</b>	<b>518,257</b>	<b>134,196</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	74,808	69,551	67,866	78,441
139903 7/08-7/13 FPL Care to Share	2,758	0	1,532	0
33169 Federal Grants/Other Human Services	412,876	63,840	416,686	55,755
33760 Local Grants/Human Services	49,428	0	30,622	0
36600 Contributions/Private Sources	0	0	1,000	0
36900 Other Miscellaneous Revenues	0	0	550	0
<b>Total Revenues</b>	<b>539,869</b>	<b>133,391</b>	<b>518,257</b>	<b>134,196</b>

**Accounts of Interest**

08300 - Indigent cremation and burials.

**Significant Changes**

There are no significant program changes.

**Administration  
Substance Abuse Treatment Assist**

**Mission Statement**

To intervene with first time substance abuse offenders who have committed to become healthy responsible citizens.

**Services Provided**

Staff provides treatment supervision, court liaison and case management services to targeted offenders who have impacted the Criminal Justice System. Programming consists of five primary focus areas: Juvenile, Adult, Mental Health, Civil Citation, Delinquency Diversion, and School Diversion. Program management includes grant administration, contract management and provision of direct client services.

**Goals and Objectives**

- Provide referral to area programs for Martin County targeted individuals.
- Assist clients in successfully completing their treatment plan.
- Author annual grant for Federal funding.
- Budget preparation/program operation/management.
- Manage treatment service provider contracts.
- Ensure drug screening services are self-sustaining.

**Benchmarks**

- The success of Treatment Court is predicated on the participant's ability to achieve and maintain abstinence from Drug/Alcohol use. Drug Court participants are regularly and randomly drug tested to ensure compliance with this goal.
- Treatment Court participants are regularly/randomly drug screened with an average estimated revenue of \$5.00 per test. The number of participants drug screened quarterly is the measure.
- \$28,000 per individual is expected (an estimated savings of \$94.00/day by diverting 294 participants from incarceration).

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Success Rate	%	N/A	68.00	74.00	80.00
Drug Court Participant Drug Screens Perf	#	148,619.00	120,000.00	8,961.00	9,857.00

**Outcomes**

- Participant successful completion of Treatment Court
- Reduced rate of recidivism
- Revenue for program operations

**Staffing Summary**

Job Title	FY2019	FY2020
Health & Human Serv Manager	.5	.5
Case Manager II Treatment Court	1	
Health & Human Serv Specialist	.25	.25
Drug Lab Technician - HHS	1	1
Administrative Specialist II	.5	.5
Health & Human Services Supervisor		1
<b>Total FTE</b>	<b>3.25</b>	<b>3.25</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Substance Abuse Treatment Assist**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	154,932	152,191	143,458	154,773
01501 Cell Phone Stipend	170	180	125	180
01504 Class C Meal Reimbursement	26	0	7	0
02101 FICA	9,059	9,436	8,396	9,560
02102 Medicare	2,119	2,207	1,964	2,237
02200 Retirement Contributions	12,425	12,571	11,847	13,061
02300 Life and Health Insurance	31,738	32,224	28,881	32,220
02600 Salary/Fringe Chargebacks	3,900	0	0	0
03101 Professional Services - IT	8,650	0	8,650	8,000
03400 Other Contractual Services	380,985	1,500	541,380	1,500
03410 Other Contractual Svcs - Staffing	52	10,000	73,952	10,000
04000 Travel and Per Diem	0	300	232	300
04002 Travel and Per Diem/Educational	0	500	8,750	500
04100 Communications	0	0	0	360
04200 Freight and Postage	180	443	142	443
04401 Rentals and Leases/Pool Vehicles	1,236	1,560	1,872	1,560
04402 Rentals and Leases/Copier Leases	229	250	229	250
04600 Repairs and Maintenance	0	0	251	0
04700 Printing and Binding	276	350	523	350
04800 Promotional Activities	0	0	1,235	0
04900 Other Current Charges	0	0	819	0
05100 Office Supplies	1,298	1,000	2,016	1,000
05175 Computer Equipment \$1,000-\$4999.99	0	0	2,400	0
05195 Non-Capital Computer Equipment	5,428	0	535	0
05199 Other Non-Capital Equipment	722	0	989	0
05200 Operating Supplies	563	400	782	1,525
05204 Fuel	24	0	0	0
05208 Software Licenses	0	300	0	300
05211 Software Services	0	0	0	8,988
05213 Medical Supplies	107,713	120,150	119,132	118,150
05400 Publications and Memberships	1,894	1,450	25	1,450
05500 Training	360	594	4,511	8,894
08300 Other Grants and Aids	34,064	0	56,982	0
09901 Budget Reserves for Contingencies	0	11,412	0	11,412
<b>Total Expenses</b>	<b>758,043</b>	<b>359,018</b>	<b>1,020,084</b>	<b>387,013</b>

**Administration  
Substance Abuse Treatment Assist**

**Expenditures and Revenues (cont.)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	11,618	32,655	26,142	46,013
13007 DCF Sub Abuse Reinvestment	-91,305	0	91,304	0
139928 Substance Prevention	5	0	0	0
1523 Drug Abuse	0	0	12,125	0
1588 \$65 Lcl Ord-Alt Juv. Prog FS939.185	-3,535	53,000	-367	51,000
33110 Federal Grants/General Government	5,829	0	0	0
33169 Federal Grants/Other Human Services	9,900	0	96,887	0
33469 State Grants/Other Human Services	466,599	0	484,372	0
33760 Local Grants/Human Services	31,725	0	0	0
348924 Juvenile Alternative Programs	55,824	0	47,193	0
34900 Other Charges for Services	270,853	210,000	262,427	290,000
36600 Contributions/Private Sources	500	0	0	0
36900 Other Miscellaneous Revenues	30	0	0	0
39900 Fund Balance Forward	0	63,363	0	0
<b>Total Revenues</b>	<b>758,043</b>	<b>359,018</b>	<b>1,020,084</b>	<b>387,013</b>

**Accounts of Interest**

- 03101 - ClientTrack application for Health and Human Services (HHS).
- 03400 - Mandatory court drug testing.
- 03410 - Temporary Staffing for a Administrative Assistant.
- 04100 - Added Comcast cable for HHS lobby.
- 05200 - Increase to install two hand sanitizer dispensers and replace 8 waiting room chairs.
- 05211 - ClientTrack application for HHS.
- 09901 - Revenues from collected fees.

**Significant Changes**

There are no significant program changes.

**Administration  
Office of Tourism and Marketing**

**Mission Statement**

The Martin County Office of Tourism and Marketing (OTM) strives to work as a proactive, effective and efficient division within the Department of Administration. The Martin County Office of Tourism and Marketing creates marketing collateral, programs, services, and promotions that inspire travelers to visit Martin County. This mission is accomplished by promoting and showcasing the unique values, heritage, culture, and natural beauty of Martin County. The office is focused on working with the Tourism Development Council (TDC), as well as internal and external stakeholders to increase the economic impact of tourism to the area.

**Services Provided**

Marketing:

- Increase awareness of tourism among target markets
- Drive incremental trips/tourist spending and increase annual tourism revenue
- Increase impressions and engagement across owned channels - web, social, newsletter, etc.

Administration:

- Work closely with the TDC on development of key programs and services
- Provide direction, oversight and budget management to TDC programs and grants

**Goals and Objectives**

- Develop a strategic plan and metrics to include innovative achievable objectives to market Martin County
- Develop strong Tourism data mechanisms
- Increase the number of partners that participate in the programs and services offered by the Martin County Office of Tourism and Marketing
- Increase the economic contribution of tourism to Martin County by growing visitation and spending
- Leverage assets that are distinct to Martin County

**Benchmarks**

The Martin County Office of Tourism and Marketing is utilizing traditional tourism metrics to measure the success of the division. Future measurements will be based upon the performance goals listed below:

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Increase leads to newsletter database	%	10.00	10.00	10.00	10.00
Increase audience using social media	%	54.00	10.00	20.00	10.00
Increase unique visitors to website	%	22.00	10.00	10.00	10.00
Increase number program partners of OTM	Y	Yes	Yes	Yes	Yes
New developed responsive design website	Y	Yes	Yes	Yes	Yes
Create new marketing strategy materials	Y	Yes	Yes	Yes	Yes
Create new collateral & mktg material	Y	Yes	Yes	Yes	Yes

**Outcomes**

- Increased knowledge within targeted audiences of the available options in attractions, venues, dining and lodging opportunities, as well as appreciation for the natural beauty of Martin County
- Increased number of partners that participate in the programs and services offered by the Martin County OTM
- Increased knowledge and exposure of Martin County as a destination for sports competition, training, sports-related business and activities opportunities on the state, regional, national, and international level
- Increased use of owned assets including "Destination: Treasure Coast," to promote Martin County and increase visitation
- Creation of complete range of performance metrics that include new innovative and achievable objectives to market Martin County
- Increase in the economic contribution of tourism to Martin County by growth in visitation and spending
- Newly developed brand and creative strategy to be used in the marketing and promotion of Martin County

**Administration  
Office of Tourism and Marketing**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Tourism Public Relations & Community		1
Tourism Project Coordinator	1	1
Tourism Director	1	1
MCTV Operations Manager	.25	.25
<b>Total FTE</b>	<b>2.25</b>	<b>3.25</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Office of Tourism and Marketing**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	148,046	139,109	145,542	203,162
01501 Cell Phone Stipend	1,034	1,080	960	960
01504 Class C Meal Reimbursement	31	0	0	0
02101 FICA	8,667	8,625	8,477	12,596
02102 Medicare	2,027	2,018	1,982	2,946
02200 Retirement Contributions	11,853	11,491	12,106	17,208
02300 Life and Health Insurance	38,324	35,877	35,557	51,717
03400 Other Contractual Services	177,726	294,096	189,336	326,000
03410 Other Contractual Svcs - Staffing	0	0	22,090	0
04000 Travel and Per Diem	19,746	5,800	18,857	8,000
04104 Communications-Data/Wireless Svcs	393	0	488	0
04200 Freight and Postage	1,505	9,000	2,583	9,000
04401 Rentals and Leases/Pool Vehicles	585	500	880	500
04402 Rentals and Leases/Copier Leases	1,245	1,300	1,282	1,300
04700 Printing and Binding	664	10,945	2,982	10,945
04800 Promotional Activities	1,001,762	571,918	1,008,055	749,194
05100 Office Supplies	60	3,600	707	3,600
05175 Computer Equipment \$1,000-\$4999.99	0	0	2,664	0
05179 Other Equipment \$1000-\$4999.99	0	0	6,955	0
05195 Non-Capital Computer Equipment	1,248	0	1,032	0
05199 Other Non-Capital Equipment	0	0	291	0
05200 Operating Supplies	60	500	134	500
05204 Fuel	0	300	0	300
05208 Software Licenses	0	1,000	230	1,000
05400 Publications and Memberships	1,715	8,088	12,340	8,088
05500 Training	5,246	4,000	8,114	8,000
06300 Improvements Other Than Buildings	0	0	4,975	0
<b>Total Expenses</b>	<b>1,421,936</b>	<b>1,109,247</b>	<b>1,488,620</b>	<b>1,415,016</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1552 Tourist Development	1,408,603	1,109,247	1,435,020	1,415,016
33470 State Grants/Culture & Recreation	0	0	53,600	0
36900 Other Miscellaneous Revenues	13,333	0	0	0
<b>Total Revenues</b>	<b>1,421,936</b>	<b>1,109,247</b>	<b>1,488,620</b>	<b>1,415,016</b>

**Accounts of Interest**

- 03400 - Fund for the acquisition of new content assets moved from promotion contracts as the Office of Tourism will be getting new video, digital and general content.
- 04000 - Additional travel required for new consumer/tradeshows.
- 04800 - Increase in promotional funding category is due to a change in the tourism ordinance that took effect in late FY19. The changes to the ordinance reallocate funding into the promotional category.
- 05500 - The Certified Destination Management Executive (CDME) program helps industry leaders thrive in a constantly changing environment. The program focus is on vision, leadership, productivity and implementing business strategies.

**Significant Changes**

One (1) additional FTE - Tourism Public Relations and Marketing Manager.

**Administration  
Medical Services**

**Mission Statement**

Provide eligible residents with financial guidance/assistance for medical related services/needs.

**Services Provided**

Financial assistance is available for targeted Martin County residents for inpatient hospitalization and related physician services, out-of-county emergency hospital care, and emergency prescriptions. Budgeted resources are available in Medical Services for organizations to provide mandated and discretionary health services.

**Goals and Objectives**

- Assist eligible residents with payment of health care services and emergency prescriptions.
- Manage County Health Care Fund dollars and maintain an accurate accounting of fund expenditures.

**Benchmarks**

- The Medical Services Program will leverage County dollars in keeping with the mandate to provide health care to targeted residents.
- Emergency prescription assistance is available to qualified applicants once per year.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
# Individuals liened at a lower Co. rate	#	4.00	8.00	9.00	10.00
# of residents served*	#	507.00	500.00	359.00	391.00

\*hospitalization and emergency prescriptions

**Outcomes**

- The Board of County Commissioners will maintain guidelines for health care funding and participation.
- Staff will actively participate in County Healthcare Review Board.

**Staffing Summary**

Job Title	FY2019	FY2020
HHS Grant Administrator	1	1
Health & Human Serv Specialist	.05	.05
Health & Human Serv Manager	.1	.1
<b>Total FTE</b>	<b>1.15</b>	<b>1.15</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Medical Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	61,603	61,533	65,697	61,383
01501 Cell Phone Stipend	34	36	25	36
01504 Class C Meal Reimbursement	0	0	1	0
02101 FICA	3,541	3,815	3,801	3,799
02102 Medicare	828	893	889	889
02200 Retirement Contributions	4,937	5,083	5,457	5,190
02300 Life and Health Insurance	18,142	18,239	17,172	18,239
02600 Salary/Fringe Chargebacks	-3,900	0	0	0
03400 Other Contractual Services	3,228,552	3,217,518	3,171,292	3,302,701
04000 Travel and Per Diem	0	700	0	700
04002 Travel and Per Diem/Educational	0	330	0	330
04200 Freight and Postage	6	250	39	250
04400 Rentals and Leases	357	0	319	0
04401 Rentals and Leases/Pool Vehicles	0	75	0	75
04402 Rentals and Leases/Copier Leases	381	495	381	495
04500 Insurance	141,953	160,000	126,557	160,000
04700 Printing and Binding	285	500	361	500
04900 Other Current Charges	50	1,000	69	1,000
05100 Office Supplies	0	250	67	250
05500 Training	305	300	0	300
09901 Budget Reserves for Contingencies	0	163,000	0	165,866
<b>Total Expenses</b>	<b>3,457,073</b>	<b>3,634,017</b>	<b>3,392,127</b>	<b>3,722,003</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1525 Health Care/Medical Services	3,422,661	3,609,017	3,031,264	3,697,003
36900 Other Miscellaneous Revenues	7,873	25,000	6,142	25,000
36910 Insurance Proceeds/Refunds	26,539	0	354,721	0
<b>Total Revenues</b>	<b>3,457,073</b>	<b>3,634,017</b>	<b>3,392,127</b>	<b>3,722,003</b>

**Accounts of Interest**

03400 - Suicide Monitoring, Inmate Medical, Inmate Catastrophic costs,

**Significant Changes**

There are no significant program changes.

**Administration  
Housing**

**Mission Statement**

Provide Martin County targeted residents with safe and affordable repairs and home ownership opportunities

**Services Provided**

- State Housing Initiative Partnership (SHIP) grant program implementation and management.
- Neighborhood Stabilization program grant program management.
- Community Development Block Grant (CDBG) program implementation and management.

**Goals and Objectives**

- Implement Housing Program grants in accordance with regulatory guidelines.
- Coordinate with local organizations that provide housing assistance.
- Provide affordable housing information to the public through publications, outreach, media, realtors and lending institutions.
- Designated resource for housing discrimination complaints.

**Benchmarks**

- 95% of public inquires, Request for Services System/phone, will be answered within 24 hrs.
- Based on State allocation, grant funds will be utilized for construction related activities with completion within 6 months of start date.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Grant Audit Compliance	%	95.00	90.00	95.00	100.00
Clients receiving assistance w/in 6 mos.	%	100.00	100.00	100.00	100.00
Housing Information Requests w/in 24 hrs	%	100.00	100.00	100.00	100.00
Individuals Receiving Rehab Assistance	#	37.00	20.00	35.00	30.00

**Outcomes**

Provide safe, affordable housing, eviction prevention, home ownership opportunities, and home rehabilitation or repair to targeted families/individuals in Martin County.

**Staffing Summary**

Job Title	FY2019	FY2020
Housing Program Coordinator	1	1
<b>Total FTE</b>	<b>1</b>	<b>1</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Housing**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	48,822	48,822	50,287	50,287
02101 FICA	3,027	3,027	3,118	3,118
02102 Medicare	708	708	729	729
02200 Retirement Contributions	3,911	4,033	4,182	4,259
03400 Other Contractual Services	23,517	38,580	83,053	38,580
04001 Travel and Per Diem/Mandatory	454	0	0	0
04002 Travel and Per Diem/Educational	2,006	1,000	1,362	1,000
04200 Freight and Postage	57	100	47	100
04400 Rentals and Leases	454	0	414	0
04401 Rentals and Leases/Pool Vehicles	2,009	3,510	4,212	3,510
04402 Rentals and Leases/Copier Leases	534	650	534	650
04700 Printing and Binding	434	600	382	600
04900 Other Current Charges	22,256	1,650	2,181	1,650
05100 Office Supplies	2,499	500	753	500
05199 Other Non-Capital Equipment	5,393	350	0	350
05400 Publications and Memberships	485	0	0	0
05500 Training	1,695	1,100	1,050	1,100
08202 Ship Rehabilitation	269,949	0	597,270	0
08203 Ship Emergency Assistance	49,670	0	150,373	0
08209 Rehabilitation	0	0	16,525	0
08215 Project Delivery Services	21,635	0	13,630	0
08310 Rental Assistance	57,288	0	0	0
<b>Total Expenses</b>	<b>516,802</b>	<b>104,630</b>	<b>930,100</b>	<b>106,433</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	73,741	104,630	67,573	106,433
12326 FY18 CDBG Housing Rehab	0	0	-22,133	0
13301 SHIP – State Housing Grants	0	0	-22,683	0
13323 SHIP-FL FY 15	-2,911	0	97,789	0
13324 SHIP-FL FY 16	202,445	0	108,273	0
13325 SHIP-FL FY 17	227,458	0	570,835	0
13326 SHIP-FL FY 18	-836,140	0	858,653	0
33150 Federal Grants/Economic Environment	2,079	0	72,402	0
33450 State Grants/Economic Environment	493,744	0	-846,808	0
36900 Other Miscellaneous Revenues	356,386	0	46,199	0
<b>Total Revenues</b>	<b>516,802</b>	<b>104,630</b>	<b>930,100</b>	<b>106,433</b>

**Accounts of Interest**

03400 - SHIP program management and housing specialist services.

**Significant Changes**

There are no significant program changes.

**Administration  
Legislative Division**

**Mission Statement**

The mission of the Legislative Division is to advance the legislative priorities of the County at the state and federal level while building diverse partnerships among state and federal agencies, regional local government partnerships, and community stakeholders, as well as our Martin County delegations.

**Services Provided**

Administration of the County's federal and state legislative program as well as intergovernmental coordination and securing funding for needs countywide.

**Goals and Objectives**

Identification, coordination, and advancement of Martin County's state and federal legislative issues/appropriations requests and grants countywide.

**Benchmarks**

Martin County will increase participation in meetings with legislators, state and federal agencies, interest groups and key constituents in FY20 as well as attendance of conferences and workshops to build relationships with new local, state and federal partners.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Federal Advocacy Trips	#	2.00	2.00	4.00	2.00
Appropriations Secured - State	\$	1.20	14.00	3.59	14.00
Updates during Session/Committee Week	#	6.00	10.00	10.00	10.00

**Outcomes**

Advancement of the County's federal and state legislative program, which advances the outcomes and priorities of the Martin County Board based on community and staff input.

**Staffing Summary**

Job Title	FY2019	FY2020
Legislative Coordinator	1	1
<b>Total FTE</b>	<b>1</b>	<b>1</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Administration  
Legislative Division**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	61,800	61,800	63,654	63,654
01504 Class C Meal Reimbursement	80	0	0	0
02101 FICA	3,751	3,832	3,854	3,947
02102 Medicare	877	896	901	923
02200 Retirement Contributions	4,951	5,105	5,294	5,391
02300 Life and Health Insurance	5,923	6,160	6,104	6,160
04000 Travel and Per Diem	19,250	24,000	14,871	24,000
04002 Travel and Per Diem/Educational	410	0	1,827	0
04101 Communications- Cell Phones	515	620	621	620
04104 Communications-Data/Wireless Svcs	86	0	0	0
04200 Freight and Postage	0	100	0	100
04401 Rentals and Leases/Pool Vehicles	610	100	2,520	100
04402 Rentals and Leases/Copier Leases	120	0	0	0
04700 Printing and Binding	0	150	0	150
04900 Other Current Charges	0	200	0	200
05100 Office Supplies	0	200	0	200
05195 Non-Capital Computer Equipment	320	0	0	0
05204 Fuel	58	0	0	0
05207 Computer Supplies	0	200	0	200
05211 Software Services	0	5,400	3,600	5,400
05400 Publications and Memberships	110	1,000	0	1,000
05402 Publications/Subscriptions	0	1,950	0	1,950
05500 Training	2,757	1,000	1,584	1,000
<b>Total Expenses</b>	<b>101,619</b>	<b>112,713</b>	<b>104,831</b>	<b>114,995</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	101,619	112,713	104,831	114,995
<b>Total Revenues</b>	<b>101,619</b>	<b>112,713</b>	<b>104,831</b>	<b>114,995</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Airport**

<b>Airport Program Chart</b> Total Full-Time Equivalents (FTE) = 8.00
--

<b>Airport Administration</b> Total Full Time Equivalents (FTE) = 3.5
<b>Airport Operations</b> Total Full Time Equivalents (FTE) = 4.5
<b>Customs</b> Total Full Time Equivalents (FTE) = 0

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	7.00	7.00	8.00	1.00	14 %
<b>Total Budget Dollars</b>	2,771,809	1,570,668	1,671,964	101,296	6.45 %



## Airport

### Introduction

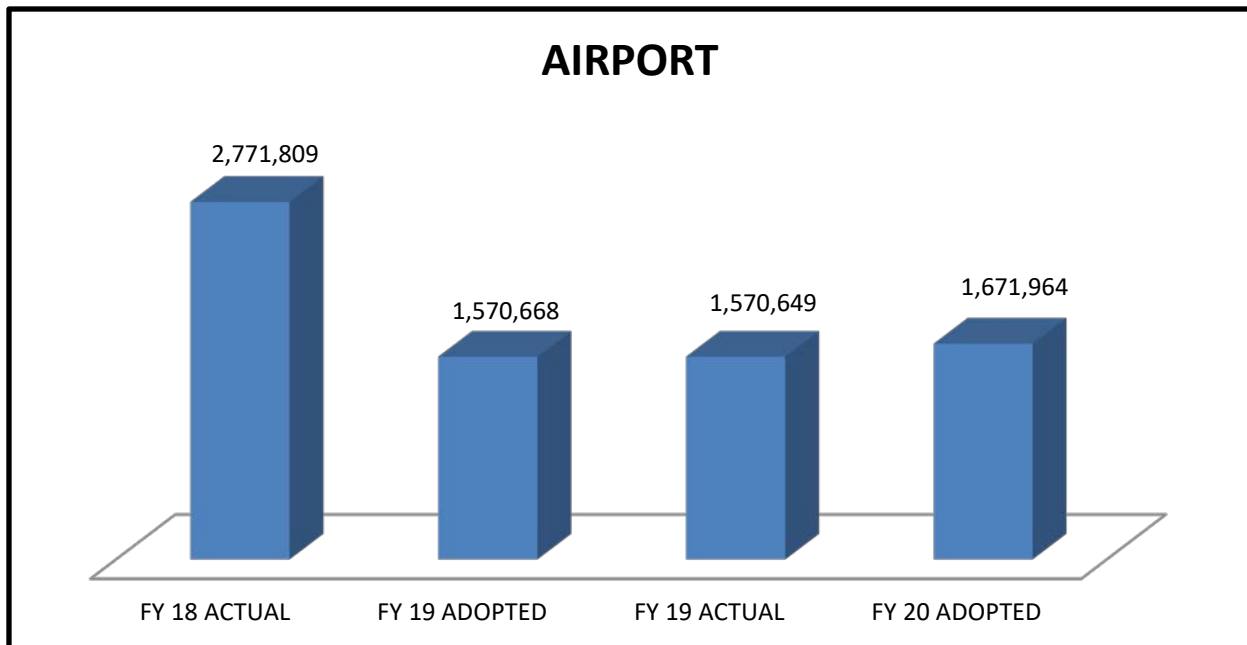
Martin County Airport operates as an enterprise fund. The goal of the airport is to provide a safe and secure operating environment for airport users, without requiring funding from ad valorem taxes, and while working to reduce aircraft noise impacts upon the citizens.

### Key Issues and Trends

Airport Revenues for fuel flowage and land leases continue to remain at a steady level similar to last year. The New Customs Inspection Program is now fully operational. Witham Field continues to record a ninety-nine percent compliance rate for the voluntary curfew, despite the increase in flight training activity at surrounding Treasure Coast airports.

### Program Summary

Program	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
Airport Administration	2,207,258	665,425	688,242	729,372
Airport Operations	557,721	660,162	686,549	732,416
Customs	6,830	245,081	195,858	210,176
<b>Total Expenses</b>	<b>2,771,809</b>	<b>1,570,668</b>	<b>1,570,649</b>	<b>1,671,964</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Airport**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	324,146	361,440	376,843	413,606
01203 Standby Pay	560	2,000	560	2,000
01400 Overtime	5,324	3,000	3,043	3,000
01501 Cell Phone Stipend	2,189	2,400	2,152	2,400
01504 Class C Meal Reimbursement	109	0	0	0
02101 FICA	19,178	22,720	22,596	25,954
02102 Medicare	4,485	5,315	5,285	6,070
02200 Retirement Contributions	25,474	30,268	31,047	35,457
02201 Pension Expense Npl Adjust	-8,971	0	0	0
02300 Life and Health Insurance	66,094	72,556	58,445	78,704
02610 Other Postemployment Benefits	-1,980	3,630	2,685	3,630
03100 Professional Services	62,878	175,874	146,458	180,874
03102 Prof Serv-Outside Counsel-Lit	0	10,000	0	10,000
03103 Prof Serv-Outside Counsel-Non-Lit	383	10,000	0	10,000
03400 Other Contractual Services	166,078	203,262	175,425	223,262
03404 Janitorial Services	4,602	9,500	8,575	9,500
03409 Mowing & Landscaping Services	28,243	51,500	37,853	76,500
04000 Travel and Per Diem	5,449	6,500	6,814	6,500
04001 Travel and Per Diem/Mandatory	126	0	0	0
04002 Travel and Per Diem/Educational	1,070	0	258	2,500
04100 Communications	8,567	7,500	11,040	8,600
04101 Communications- Cell Phones	0	0	1,239	0
04104 Communications-Data/Wireless Svcs	186	440	-5	440
04200 Freight and Postage	1,171	1,200	987	1,000
04300 Utility Services	257	0	613	840
04301 Electricity	23,575	28,000	32,501	33,800
04302 Streetlights	0	1,000	0	1,000
04303 Water/Sewer Services	34,154	25,600	43,655	48,000
04304 Garbage/Solid Waste Services	876	3,000	31,923	3,000
04402 Rentals and Leases/Copier Leases	1,529	1,800	1,428	1,800
04500 Insurance	6,660	8,000	6,660	8,000
04600 Repairs and Maintenance	59,844	131,600	156,037	71,600
04610 Vehicle Repair and Maintenance	14,320	21,000	14,067	21,000
04611 Building Repair and Maintenance	7,442	31,500	36,135	31,500
04613 Maintenance Material	0	0	1,100	0
04700 Printing and Binding	722	1,000	1,008	2,000
04800 Promotional Activities	1,730	2,000	1,303	2,000
04900 Other Current Charges	1,334	1,200	840	1,200
04901 Indirect Costs	233,003	233,003	233,003	266,867
04910 Fleet Replacement Charge	9,900	14,400	14,400	14,400
05100 Office Supplies	2,381	2,700	0	2,500
05175 Computer Equipment \$1,000-\$4999.99	1,079	3,500	0	3,500
05179 Other Equipment \$1000-\$4999.99	1,300	2,000	2,206	2,000
05195 Non-Capital Computer Equipment	1,651	500	344	500
05199 Other Non-Capital Equipment	7,165	1,500	3,179	1,500
05200 Operating Supplies	11,513	9,000	11,708	11,500
05204 Fuel	10,497	12,000	14,661	12,000
05205 Electrical Supplies	30,790	15,000	9,428	15,000
05207 Computer Supplies	0	500	0	500
05208 Software Licenses	328	0	0	0
05400 Publications and Memberships	964	2,000	1,097	4,700

Martin County  
Fiscal Year 2020 Adopted Budget

**Airport**

**Expenditures and Revenues (cont.)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05402 Publications/Subscriptions	1,379	3,260	700	2,060
05500 Training	762	500	5,053	4,200
05900 Depreciation	1,591,293	0	0	0
06400 Furniture and Equipment	0	36,000	56,300	5,000
06410 Vehicles - Fleet Maintenance	0	0	0	0
<b>Total Expenses</b>	<b>2,771,809</b>	<b>1,570,668</b>	<b>1,570,649</b>	<b>1,671,964</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4300 Airport	2,771,809	1,325,587	1,565,090	1,426,883
34492 Other Transp Chgs-Customs Aviation	0	120,000	0	120,000
34493 Other Transp Chgs-Customs Marine	0	80,000	0	80,000
34494 Other Transp Chgs-Customs Garbage	0	39,081	0	39,081
34900 Other Charges For Services	0	6,000	0	6,000
36400 Disposition of Fixed Assets	0	0	5,559	0
<b>Total Revenues</b>	<b>2,771,809</b>	<b>1,570,668</b>	<b>1,570,649</b>	<b>1,671,964</b>

**Airport  
Airport Administration**

**Mission Statement**

Provide direction, leadership, managerial and administrative support to all of the programs within the County Airport ensuring that the citizens of Martin County and the airport patrons receive the highest possible standard of service related to aeronautical activities.

**Services Provided**

Airport Administration is the support for all County Airport programs to ensure that the highest level of services to Martin County citizens and airport patrons for aeronautical activities are achieved by providing:

- Direction
- Leadership
- Management
- Administrative Support
- Oversight
- Public Relations

**Goals and Objectives**

- Airport administration will monitor and respond to all noise and traffic reports made by Martin County residents.
- Airport Administration will annually determine the number of based aircraft on the airport.
- Airport Administration will annually determine the number of aircraft operations versus fuel flowage.
- Airport Administration will monitor the airport security cameras and logs to determine access authorizations and operations.
- Airport Administration will manage the airport in a manner that supports local and regional economic goals and objectives.

**Benchmarks**

Martin County Airport has 8 FTE's as compared to North Perry with 10 FTE's, Marco Island with 9 FTE's and Titusville-Cocoa Beach with 13 FTE's.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Fuel Flowage Fees	\$	400,075.00	320,000.00	453,075.00	325,000.00
Airport Noise Reports	#	79.00	100.00	309	100.00
Based Aircraft	#	348.00	300.00	350	310.00

**Outcomes**

The Airport successfully operates as an enterprise fund in County government meeting all federal, state and local laws and regulations, and provides a positive impact to the community.

**Staffing Summary**

Job Title	FY2019	FY2020
Airport Operations Coordinator	1	1
Executive Aide	1	1
Airport Manager	1	1
Business Operations Manager	.5	.5
<b>Total FTE</b>	<b>3.5</b>	<b>3.5</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Airport  
Airport Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	183,932	206,206	217,562	217,915
01501 Cell Phone Stipend	1,229	1,440	1,082	1,200
01504 Class C Meal Reimbursement	79	0	0	0
02101 FICA	10,676	12,785	12,951	13,511
02102 Medicare	2,497	2,991	3,029	3,159
02200 Retirement Contributions	13,771	17,032	17,496	18,458
02201 Pension Expense NPL Adjust	-8,971	0	0	0
02300 Life and Health Insurance	23,864	26,588	24,370	26,582
02610 Other Postemployment Benefits	-1,980	3,630	2,685	3,630
03100 Professional Services	62,878	35,000	41,703	40,000
03102 Prof Serv-Outside Counsel-Lit	0	10,000	0	10,000
03103 Prof Serv-Outside Counsel-Non-Lit	383	10,000	0	10,000
03400 Other Contractual Services	12,777	18,000	23,107	30,000
03404 Janitorial Services	198	0	198	0
03409 Mowing & Landscaping Services	350	0	0	0
04000 Travel and Per Diem	5,449	6,500	5,544	6,500
04001 Travel and Per Diem/Mandatory	126	0	0	0
04002 Travel and Per Diem/Educational	1,070	0	258	0
04100 Communications	194	0	0	0
04104 Communications-Data/Wireless Svcs	186	440	0	440
04200 Freight and Postage	418	700	289	500
04301 Electricity	6,716	7,000	7,475	7,000
04303 Water/Sewer Services	32,626	19,600	29,180	32,600
04402 Rentals and Leases/Copier Leases	1,529	1,800	1,428	1,800
04500 Insurance	6,160	8,000	6,160	8,000
04600 Repairs and Maintenance	2,264	0	0	0
04610 Vehicle Repair and Maintenance	2,646	1,000	3,031	1,000
04611 Building Repair and Maintenance	0	0	19	0
04700 Printing and Binding	722	1,000	379	1,000
04800 Promotional Activities	1,730	2,000	1,303	2,000
04900 Other Current Charges	754	1,000	665	1,000
04901 Indirect Costs	233,003	233,003	233,003	266,867
04910 Fleet Replacement Charge	3,750	8,250	8,250	8,250
05100 Office Supplies	2,381	2,200	0	2,000
05175 Computer Equipment \$1,000-\$4999.99	1,079	0	0	0
05195 Non-Capital Computer Equipment	1,651	500	344	500
05199 Other Non-Capital Equipment	1,221	500	0	500
05200 Operating Supplies	3,878	4,000	2,911	4,000
05204 Fuel	1,298	2,000	2,770	2,000
05207 Computer Supplies	0	500	0	500
05208 Software Licenses	328	0	0	0
05400 Publications and Memberships	964	2,000	1,097	4,700
05402 Publications/Subscriptions	1,379	3,260	700	2,060
05500 Training	762	500	4,253	1,700
05900 Depreciation	1,591,293	0	0	0
06400 Furniture and Equipment	0	16,000	35,000	0
06410 Vehicles - Fleet Maintenance	0	0	0	0
<b>Total Expenses</b>	<b>2,207,258</b>	<b>665,425</b>	<b>688,242</b>	<b>729,372</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Airport  
Airport Administration**

**Expenditures and Revenues (cont.)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4300 Airport	2,207,258	665,425	688,242	729,372
<b>Total Revenues</b>	<b>2,207,258</b>	<b>665,425</b>	<b>688,242</b>	<b>729,372</b>

**Accounts of Interest**

- 03100 - \$40,000 environmental, land appraisals, general consulting.
- 03102 - Outside counsel for litigation cases for Airport issues.
- 03103 - Outside counsel for non-litigation cases for Airport issues.
- 03400 - Air Show related expenses \$25,000. Life safety \$5,000.
- 04303 - Based on historical actuals.
- 05400 - Membership - US Contract Tower Association.
- 05402 - Redirecting funds to 05500 for Airport Manager training/travel.
- 05500 - Redirecting funds from 05402 for additional training/travel for Airport Manager.
- 06400 - FY19 one time expense removed.

**Significant Changes**

None

**Airport  
Airport Operations**

**Mission Statement**

To maintain the Airport in accordance with all applicable federal, state, and local laws and regulations to ensure legal and safe operation.

**Services Provided**

Airport Operations has the responsibility to ensure that the Airport property and facilities are operated and maintained in a legal, safe and aesthetically pleasing manner. It provides:

- Continuous maintenance/repair of all airfield areas
- Assurance that all inspections/safety measure requirements are met in accordance with Federal, State and local agencies
- 100% operational safety and readiness of a general aviation airport.

**Goals and Objectives**

- Airport Operations will strive to provide a safe and secure operating environment for airport users.
- Airport Operations will conduct airport inspections daily to ensure unsafe conditions do not exist.
- Airport Operations will remove all hazards to aircraft operations in a timely manner once the condition is reported or discovered.
- Airport Operations will maintain the airport in accordance with all federal and state regulations and certification requirements.

**Benchmarks**

Compare the number of preventable incidents with other general aviation airports of similar size. Airport Operations has the responsibility to ensure that airport property and facilities are operated and maintained to meet the highest standards of operations, security, safety and readiness procedures for a general aviation airport, abiding by all federal, state, and local laws and regulations.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Daily Airfield Safety Inspections	%	100.00	100.00	100.00	100.00
FDOT Airport Certifications	%	100.00	100.00	100.00	100.00

**Outcomes**

Airport property and facilities are operated and maintained in a legal, safe and aesthetically pleasing manner, ensuring the safe operation and transportation of aircraft and passengers.

**Staffing Summary**

Job Title	FY2019	FY2020
Airport Maintenance Technician		1
Airport Operations Coordinator		1
Airport Maintenance Supervisor	1	1
Lead Airport Maintenance Technician	1	1
Business Operations Manager	.5	.5
<b>Total FTE</b>	<b>2.5</b>	<b>4.5</b>

**Equipment Expenditures**

FOD (Foreign Object Debris) Boss  
5,000.00 x 1 = 5,000.00 New

Martin County  
Fiscal Year 2020 Adopted Budget

**Airport  
Airport Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	140,215	121,934	159,281	195,691
01203 Standby Pay	560	2,000	560	2,000
01400 Overtime	5,324	3,000	3,043	3,000
01501 Cell Phone Stipend	960	960	1,071	1,200
01504 Class C Meal Reimbursement	31	0	0	0
02101 FICA	8,502	7,871	9,645	12,443
02102 Medicare	1,988	1,842	2,256	2,911
02200 Retirement Contributions	11,703	10,486	13,551	16,999
02300 Life and Health Insurance	42,230	30,119	34,075	52,122
03400 Other Contractual Services	148,900	157,000	130,519	165,000
03404 Janitorial Services	4,404	5,000	4,091	5,000
03409 Mowing & Landscaping Services	27,893	50,000	36,653	75,000
04000 Travel and Per Diem	0	0	1,270	0
04002 Travel and Per Diem/Educational	0	0	0	2,500
04100 Communications	8,373	7,500	8,389	8,600
04101 Communications- Cell Phones	0	0	382	0
04104 Communications-Data/Wireless Svcs	0	0	-5	0
04200 Freight and Postage	739	500	688	500
04301 Electricity	16,228	16,000	20,108	16,000
04302 Streetlights	0	1,000	0	1,000
04303 Water/Sewer Services	0	1,000	0	1,000
04304 Garbage/Solid Waste Services	876	3,000	2,873	3,000
04500 Insurance	500	0	0	0
04600 Repairs and Maintenance	57,581	131,600	152,649	71,600
04610 Vehicle Repair and Maintenance	11,674	20,000	11,035	20,000
04611 Building Repair and Maintenance	7,442	26,500	33,217	26,500
04613 Maintenance Material	0	0	1,100	0
04700 Printing and Binding	0	0	130	0
04900 Other Current Charges	581	200	0	200
04910 Fleet Replacement Charge	6,150	6,150	6,150	6,150
05175 Computer Equipment \$1,000-\$4999.99	0	3,500	0	3,500
05179 Other Equipment \$1000-\$4999.99	1,300	2,000	2,206	2,000
05199 Other Non-Capital Equipment	5,944	1,000	2,274	1,000
05200 Operating Supplies	7,634	5,000	5,922	5,000
05204 Fuel	9,199	10,000	11,890	10,000
05205 Electrical Supplies	30,790	15,000	9,428	15,000
05500 Training	0	0	800	2,500
06400 Furniture and Equipment	0	20,000	21,300	5,000
<b>Total Expenses</b>	<b>557,721</b>	<b>660,162</b>	<b>686,549</b>	<b>732,416</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
<b>Revenue Source</b>				
4300 Airport	557,721	660,162	680,990	732,416
36400 Disposition of Fixed Assets	0	0	5,559	0
<b>Total Revenues</b>	<b>557,721</b>	<b>660,162</b>	<b>686,549</b>	<b>732,416</b>



**Airport  
Airport Operations**

**Accounts of Interest**

- 03400 - \$10,000 Traffic Monitoring; \$70,000 Aircraft Identification System; \$1,000 ATCT window cleaning; \$7,000 ATCT Equipment Maintenance; \$5,000 ATCT Facility Maintenance; \$9,000 Airfield Electrical Services; \$8,000 Janitorial; \$4,000 Alarm Monitoring; \$5,000 ATIS Maintenance; \$30,000 Gates and Access Maintenance; \$1,000 Pest Control; \$10,000 Fences Maintenance; \$5,000 Fiber Optic Maintenance.
- 03404 - Cost of janitorial services for building maintenance.
- 03409 - Landscape Services: \$10,000 Hap Houses; \$12,000 Aviation Way, Triumph & Airport Entrances; \$38,000 Building 29 and 30; \$15,000 other minor sites.
- 04002 - Professional development for Operations & Maintenance Staff
- 04100 - Based on prior years actuals
- 04600 - FY19 one time expense removed.
- 05500 - Professional development for Operations & Maintenance Staff
- 06400 - Purchase FOD (Foreign Object Debris) Boss.

**Significant Changes**

Added two (2) FTE's – One (1) Airport Operations Coordinator moved from Customs and one (1) Airport Maintenance Technician added.

**Airport  
Customs**

**Mission Statement**

To provide a safe and efficient facility where marine and aviation travelers are processed and screened through the U.S. Customs and Border Patrols inspection process.

**Services Provided**

International Arrival Facility Operations has the responsibility to ensure that the International Arrival Facility is operated and maintained in a legal, safe, and aesthetically pleasing manner while collecting the various user fees associated with the facility. It provides:

- Continuous maintenance/repair of the U.S. International Arrival Facility
- Serve to collect all associated fees and ensures the international traveling public is served appropriately.
- Aide and assist U.S. Customs and Border Patrol when requested by the appropriate entity.

**Goals and Objectives**

- The International Arrival Facility Operations staff will strive to provide a safe and secure operating environment for the marine and aviation travelers using the facility.
- To determine the number of aviation users utilizing the facility annually.
- To determine the number of marine users utilizing the facility annually.
- To track the fees collected from users of the facility.
- To conduct regular inspections of the facility to ensure a clean, safe, and secure facility.

**Benchmarks**

Compare the cost versus the revenue of operating a similar facility at a General Aviation Airport of similar size. The International Arrival Facility Operations staff has the responsibility to ensure that the facility meets the demands of marine and aviation travelers to the highest standards of operations, security, and readiness for an International Arrival Facility, abiding by all Federal, State, and Local laws and regulations.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
User Fees Collected	\$	N/A	180,000.00	183,443.00	180,000.00
User Satisfaction Survey	%	N/A	80.00	N/A	80.00

**Outcomes**

The International Arrival Facility is operated and maintained in a legal, safe, and aesthetically pleasing manner while collecting the various user fees associated with the facility.

**Staffing Summary**

Job Title	FY2019	FY2020
Accounting Technician	1	
<b>Total FTE</b>	<b>1</b>	

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Airport  
Customs**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	0	33,300	0	0
02101 FICA	0	2,064	0	0
02102 Medicare	0	482	0	0
02200 Retirement Contributions	0	2,750	0	0
02300 Life and Health Insurance	0	15,849	0	0
03100 Professional Services	0	140,874	104,755	140,874
03400 Other Contractual Services	4,401	28,262	21,799	28,262
03404 Janitorial Services	0	4,500	4,287	4,500
03409 Mowing & Landscaping Services	0	1,500	1,200	1,500
04100 Communications	0	0	2,651	0
04101 Communications- Cell Phones	0	0	857	0
04200 Freight and Postage	13	0	11	0
04300 Utility Services	257	0	613	840
04301 Electricity	631	5,000	4,918	10,800
04303 Water/Sewer Services	1,528	5,000	14,475	14,400
04304 Garbage/Solid Waste Services	0	0	29,050	0
04500 Insurance	0	0	500	0
04600 Repairs and Maintenance	0	0	3,388	0
04611 Building Repair and Maintenance	0	5,000	2,900	5,000
04700 Printing and Binding	0	0	500	1,000
04900 Other Current Charges	0	0	175	0
05100 Office Supplies	0	500	0	500
05199 Other Non-Capital Equipment	0	0	905	0
05200 Operating Supplies	0	0	2,874	2,500
<b>Total Expenses</b>	<b>6,830</b>	<b>245,081</b>	<b>195,858</b>	<b>210,176</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4300 Airport	6,830	0	195,858	-34,905
34492 Other Transp Chgs-Customs Aviation	0	120,000	0	120,000
34493 Other Transp Chgs-Customs Marine	0	80,000	0	80,000
34494 Other Transp Chgs-Customs Garbage	0	39,081	0	39,081
34900 Other Charges for Services	0	6,000	0	6,000
<b>Total Revenues</b>	<b>6,830</b>	<b>245,081</b>	<b>195,858</b>	<b>210,176</b>

**Accounts of Interest**

- 03100 - The cost of contracting customs inspectors, required (ADP) Automated Data Processing Cost.
- 03400 - Customs Border Patrol computer equipment IT support.
- 03404 - Janitorial services of new customs facility as required.
- 03409 - Landscape maintenance as required.
- 04300 - Based on actuals (Natural Gas)
- 04301 - Based on actuals.
- 04303 - Based on actuals.
- 04700 - Pamphlet printing for Customs Facility.
- 05200 - Based on actuals.

**Significant Changes**

Accounting Technician position was reclassified to Airport Operations Coordinator and FTE was moved to the Airport Operations Division.

**Building**

<b>Building Program Chart</b> Total Full-Time Equivalents (FTE) = 45.00
--

<b>Building Administration</b> Total Full Time Equivalents (FTE) = 4
<b>Permitting/Inspections</b> Total Full Time Equivalents (FTE) = 30
<b>Licensing</b> Total Full Time Equivalents (FTE) = 1
<b>Code Enforcement</b> Total Full Time Equivalents (FTE) = 10

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	41.00	45.00	45.00	.00	0 %
<b>Total Budget Dollars</b>	4,118,636	4,668,087	5,259,976	591,889	12.68 %

## Building

### Introduction

The mission of the Building Department is to administer and enforce all building and licensing related laws along with local codes and regulations intended to protect the health, safety and welfare of the public.

The Department strives to balance and maintain the level of service that the public expects and deserves, given reduced resources and the ever increasing demand on existing resources. Recognizing that the Department's mission is regulatory by its very nature, it requires consistent monitoring of the service delivery system in order to optimize customer service while maintaining final outcome times. One of the Department's prime objective is to improve the processes and the staff's productivity with technology solutions, whenever possible.

Key projects include:

- Expansion of digital field capabilities utilizing tablet technology, which includes continued participation in the development and implementation of a digital Post Disaster Damage Assessment solution.
- Rewriting Contractor's Licensing Ordinance to facilitate the re-assignment of unlicensed contracting citation appeals from the Construction Industry Licensing Board to the Code Enforcement Magistrate to be consistent with current Code Enforcement procedures.
- Continued participation in the planning associated with the future replacement of the existing Land Management software (Accela) which presently facilitates the processing and issuance of Building Permits, Building Permit Plan Reviews, Construction Compliance Inspections, Code Enforcement Investigations and Prosecution and Contractor's Licensing Investigations and prosecution.

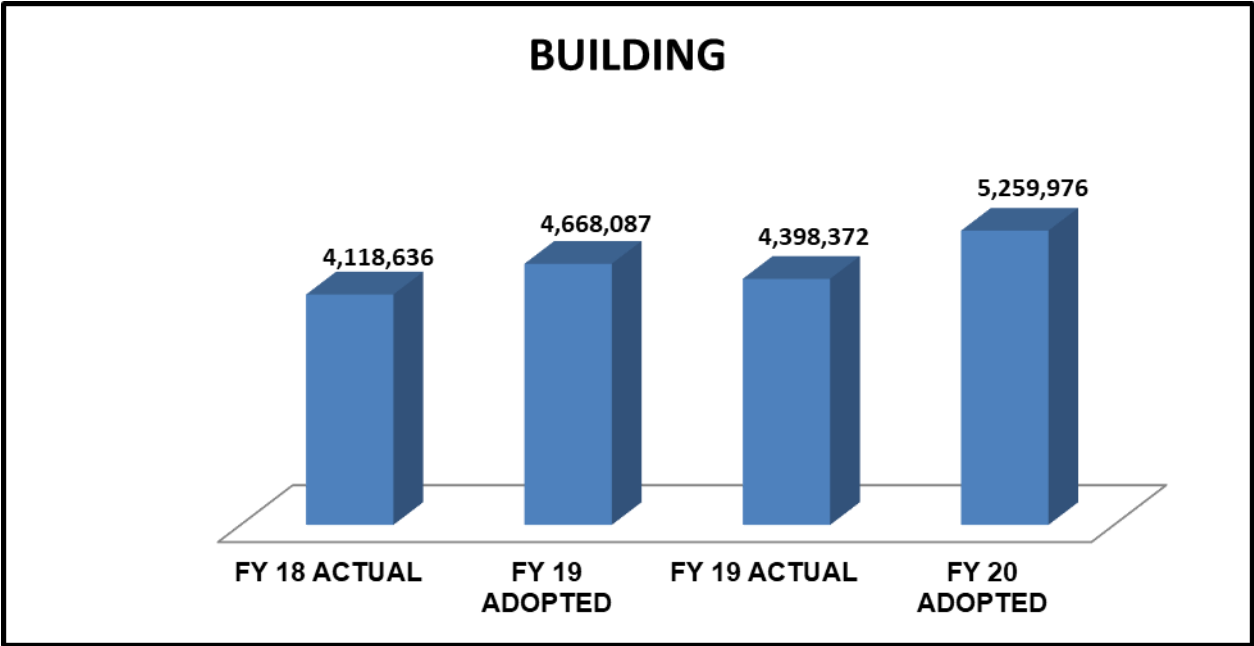
### Key Issues and Trends

- Consistent upturn in economy, impacting construction activity
- Demand for services outpacing current resources, including digital document conversions, building permit submissions, review and inspections
- Cross utilization of department resources across divisions
- Alternative funding of the Code Enforcement Division resulting from General Fund reduction mandates

**Building**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Building Administration	1,033,315	1,091,233	1,052,090	1,264,939
Permitting/Inspections	2,247,708	2,588,577	2,468,955	3,037,685
Licensing	114,414	124,696	112,054	115,623
Code Enforcement	723,199	863,581	765,274	841,729
<b>Total Expenses</b>	<b>4,118,636</b>	<b>4,668,087</b>	<b>4,398,372</b>	<b>5,259,976</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Building**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	1,984,280	2,263,807	2,267,778	2,344,885
01400 Overtime	4,924	40,500	737	40,500
01504 Class C Meal Reimbursement	0	0	34	0
02101 FICA	116,086	142,492	131,731	147,546
02102 Medicare	27,167	33,412	30,865	34,582
02200 Retirement Contributions	172,410	201,765	204,261	220,531
02300 Life and Health Insurance	463,265	560,266	536,513	549,139
02600 Salary/Fringe Chargebacks	-79	0	0	0
03100 Professional Services	600	0	400	0
03103 Prof Serv-Outside Counsel-Non-Lit	14,714	25,000	16,075	25,000
03400 Other Contractual Services	300,682	541,275	363,331	898,365
03404 Janitorial Services	4,108	8,000	4,200	8,000
03409 Mowing & Landscaping Services	16,028	18,241	12,435	18,241
03410 Other Contractual Svcs - Staffing	278,725	45,000	112,246	55,000
04000 Travel and Per Diem	504	2,700	0	3,400
04001 Travel and Per Diem/Mandatory	630	5,000	1,525	7,500
04002 Travel and Per Diem/Educational	649	4,650	1,700	6,450
04101 Communications- Cell Phones	4,522	11,200	4,809	9,200
04104 Communications-Data/Wireless Svcs	17,729	11,148	14,257	14,405
04200 Freight and Postage	6,454	8,900	6,797	8,900
04301 Electricity	17,915	18,000	18,269	19,200
04303 Water/Sewer Services	22,474	18,000	24,764	27,200
04304 Garbage/Solid Waste Services	2,041	1,800	2,859	1,800
04402 Rentals and Leases/Copier Leases	19,071	21,952	18,172	23,656
04600 Repairs and Maintenance	1,825	14,100	3,427	10,890
04610 Vehicle Repair and Maintenance	28,988	17,250	25,453	17,250
04611 Building Repair and Maintenance	9,656	12,600	6,444	12,600
04612 Software Maintenance	2,824	0	500	0
04700 Printing and Binding	894	4,200	1,084	4,200
04900 Other Current Charges	3,554	3,200	3,282	3,200
04901 Indirect Costs	424,568	426,282	424,568	571,043
04910 Fleet Replacement Charge	56,291	65,882	65,882	49,994
04920 Golf Course Credit Books	0	0	552	0
05100 Office Supplies	2,792	23,400	3,300	23,400
05175 Computer Equipment \$1,000-\$4999.99	0	0	7,491	0
05179 Other Equipment \$1000-\$4999.99	0	10,500	0	0
05195 Non-Capital Computer Equipment	5,919	0	9,260	0
05199 Other Non-Capital Equipment	2,296	5,100	3,518	5,100
05200 Operating Supplies	9,153	23,450	15,917	24,544
05204 Fuel	45,586	51,500	41,893	45,000
05207 Computer Supplies	56	240	0	240
05211 Software Services	0	0	284	0
05400 Publications and Memberships	2,695	8,225	3,596	8,765
05402 Publications/Subscriptions	194	4,750	200	4,750
05500 Training	6,303	14,300	7,965	15,500
06410 Vehicles - Fleet Maintenance	40,144	0	0	0
<b>Total Expenses</b>	<b>4,118,636</b>	<b>4,668,087</b>	<b>4,398,372</b>	<b>5,259,976</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Building**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	807,614	988,277	877,328	957,352
1111 Building and Permitting	3,281,022	3,676,810	3,521,045	4,292,624
1401 Administrative Fee Impact Fee	0	3,000	0	10,000
33730 Local Grants/Physical Environment	30,000	0	0	0
<b>Total Revenues</b>	<b>4,118,636</b>	<b>4,668,087</b>	<b>4,398,372</b>	<b>5,259,976</b>



**Building Department  
Building Administration**

**Mission Statement**

Protecting and improving the health, safety and welfare of Martin County citizens by creating a sound organizational framework for the Building Department.

**Services Provided**

Building Administration provides leadership, coordination and fiscal support to Permitting/Inspections, Code Enforcement and Contractors' Licensing Divisions; manages daily operations of the Department; and updates and monitors operating policies and procedures to streamline operations. Building Administration also conducts community outreach programs, which include meetings with industry representatives or open house sessions to disseminate information on new codes and current policy. Outreach is not limited to only the community, but also includes internal training and development for staff to ensure quality service delivery to our customers.

**Goals and Objectives**

- Improve public safety and welfare
- Monitor revenue diversification
- Maximize asset utilization
- Focus on innovation
- Responsible operations management
- Encourage a positive workplace
- Widespread public utilization of departmental technology in order to achieve paperless processes throughout the Department

**Benchmarks**

Increase community educational forums and training by 5% over previous fiscal year.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Employee Training	#	11.00	100.00	94.00	100.00
Community Outreach	#	48.00	100.00	95.00	100.00

**Outcomes**

Provide a service to the contractors/customers that reflect value, integrity, and efficiency in the Building Department operations.

**Staffing Summary**

Job Title	FY2019	FY2020
Building Official/Director	1	1
Assistant Building Official	1	1
Building Operations Administrator	1	1
Business Operations Manager	1	1
<b>Total FTE</b>	<b>4</b>	<b>4</b>

**Equipment Expenditures**

None

**Building Department  
Building Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	375,837	375,837	389,738	393,319
01504 Class C Meal Reimbursement	0	0	17	0
02101 FICA	22,286	22,925	22,887	24,038
02102 Medicare	5,230	5,450	5,410	5,703
02200 Retirement Contributions	29,651	31,044	31,519	33,314
02300 Life and Health Insurance	63,699	63,953	63,156	63,926
03103 Prof Serv-Outside Counsel-Non-Lit	11,921	25,000	13,271	25,000
03400 Other Contractual Services	8,720	30,775	5,526	30,865
03404 Janitorial Services	4,108	8,000	4,200	8,000
03409 Mowing & Landscaping Services	16,028	18,241	12,435	18,241
04000 Travel and Per Diem	0	900	0	900
04001 Travel and Per Diem/Mandatory	0	2,000	0	2,000
04002 Travel and Per Diem/Educational	649	1,350	559	1,350
04101 Communications- Cell Phones	206	4,500	140	3,000
04104 Communications-Data/Wireless Svcs	3,021	0	2,685	0
04200 Freight and Postage	3	200	20	200
04301 Electricity	17,915	18,000	18,269	19,200
04303 Water/Sewer Services	22,474	18,000	24,764	27,200
04304 Garbage/Solid Waste Services	2,041	1,800	2,859	1,800
04600 Repairs and Maintenance	1,240	0	1,621	0
04610 Vehicle Repair and Maintenance	2,285	2,000	3,135	2,000
04611 Building Repair and Maintenance	9,656	12,600	6,444	12,600
04700 Printing and Binding	35	200	353	200
04900 Other Current Charges	210	0	0	0
04901 Indirect Costs	424,568	426,282	424,568	571,043
04910 Fleet Replacement Charge	6,750	7,886	7,886	6,750
05100 Office Supplies	500	2,000	589	2,000
05199 Other Non-Capital Equipment	0	200	34	200
05200 Operating Supplies	731	1,000	4,593	1,000
05204 Fuel	2,912	7,700	2,684	7,700
05400 Publications and Memberships	50	490	460	490
05402 Publications/Subscriptions	0	900	0	900
05500 Training	589	2,000	2,269	2,000
<b>Total Expenses</b>	<b>1,033,315</b>	<b>1,091,233</b>	<b>1,052,090</b>	<b>1,264,939</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1111 Building and Permitting	1,033,315	1,091,233	1,052,090	1,264,939
<b>Total Revenues</b>	<b>1,033,315</b>	<b>1,091,233</b>	<b>1,052,090</b>	<b>1,264,939</b>

**Accounts of Interest**

- 03103 - Legal fees to cover building related issues.
- 03400 - Fire System Maintenance & Monitoring (\$3,336); Quarterly generator maintenance (\$900); Accurint (\$1,404); Pest Control (\$225); and Software support (\$25,000).
- 04101 - Decrease to reflect actual expenditures.
- 04301 - Increased based on average monthly electricity costs.
- 04303 - Increased based on water/sewer estimates.
- 04901 - Increased based on Indirect Cost Study.

**Significant Changes**

There are no significant program changes.

**Building Department  
Permitting/Inspections**

**Mission Statement**

Protect the health, safety and welfare of residents by consistent and fair enforcement of the Martin County Building Code; as well as customer-friendly, timely, and reliable plan reviews and high-quality permitting services.

**Services Provided**

- Submittal and issuance of permit applications
- Review of permit applications for compliance with current building codes and zoning restrictions
- Performance of inspections and complaint investigations to ensure adherence to the Building Code
- Issuance of Certificate of Occupancies
- Permitting records research and maintenance

**Goals and Objectives**

- Improve public welfare
- Quality customer relationships
- Maximize productivity, minimize costs
- Maximize asset utilization
- Quality management and governance
- Enhancement of skills and knowledge
- Incentivize digital permit submissions to achieve a paperless system (Green Goals).

**Benchmarks**

- Improve the timeliness of the review and processing of plan submittals by 3% over previous fiscal year.
- Perform 95% of all daily building inspections.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Employee Training-Educational Training	#	N/A	70.00	182.00	70.00
Commercial Review	#	3,534.00	1,200.00	2,670.00	1,200.00
Daily Inspections	%	99.79	99.99	99.59	99.99
Accessory Structure Review - Efficiency	#	.47	4.00	1.19	4.00
Commercial Review - Efficiency	#	1.51	7.00	2.10	7.00
Electronic Permit Submissions	#	11,544.00	4,000.00	10,487.00	4,000.00
Inspections	#	36,731.00	30,000.00	43,195.00	30,000.00
Permits Issued	#	16,368.00	9,000.00	14,283.00	9,000.00
Single Family Review - Efficiency	#	1.28	7.00	4.24	7.00
Accessory Structure Review	#	15,621.00	6,000.00	7,593.00	6,000.00
Single Family Review	#	3,197.00	500.00	401.00	500.00
Record Research Requests	#	3,032.00	2,500.00	2,346.00	2,500.00

**Outcomes**

- Assurance that all structures will be built according to permitted plans and current building codes.
- Increased level of customer service and productivity.
- An internet accessible and timely, customer-friendly, building permitting/inspection experience which incorporates computer scheduling and automated results for information access via cellular technology.

**Building Department  
Permitting/Inspections**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Building Dept Support Tech	10	13
Chief Inspector/Plans Examiner	3	6
Construction Inspector	6	4
Plans Examiner	4	3
Code Compliance Specialist		1
Construction Project Inspector	1	
Administrative Specialist II	3	3
Building Department Support Tech	3	
<b>Total FTE</b>	<b>30</b>	<b>30</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Building Department  
Permitting/Inspections**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	1,176,417	1,387,257	1,388,764	1,435,892
01400 Overtime	4,515	35,100	737	35,100
01504 Class C Meal Reimbursement	0	0	17	0
02101 FICA	69,055	88,188	80,796	91,200
02102 Medicare	16,150	20,624	18,896	21,324
02200 Retirement Contributions	108,407	128,913	132,039	143,083
02300 Life and Health Insurance	281,898	337,140	344,687	367,574
02600 Salary/Fringe Chargebacks	-79	0	0	0
03100 Professional Services	600	0	400	0
03400 Other Contractual Services	202,654	335,500	279,646	692,500
03410 Other Contractual Svcs - Staffing	194,710	45,000	62,573	55,000
04000 Travel and Per Diem	504	1,800	0	2,500
04001 Travel and Per Diem/Mandatory	0	2,000	357	4,500
04002 Travel and Per Diem/Educational	0	1,800	503	3,600
04101 Communications- Cell Phones	3,735	4,200	4,314	4,700
04104 Communications-Data/Wireless Svcs	8,061	7,248	5,661	7,248
04200 Freight and Postage	575	2,100	364	2,100
04402 Rentals and Leases/Copier Leases	19,071	20,252	18,172	20,252
04600 Repairs and Maintenance	315	13,400	1,806	10,190
04610 Vehicle Repair and Maintenance	22,917	10,000	13,722	10,000
04612 Software Maintenance	2,824	0	500	0
04700 Printing and Binding	266	1,200	70	1,200
04900 Other Current Charges	241	600	0	600
04910 Fleet Replacement Charge	37,310	44,140	44,140	34,563
05100 Office Supplies	1,323	17,800	1,679	17,800
05175 Computer Equipment \$1,000-\$4999.99	0	0	7,491	0
05179 Other Equipment \$1000-\$4999.99	0	10,500	0	0
05195 Non-Capital Computer Equipment	5,919	0	9,260	0
05199 Other Non-Capital Equipment	2,296	4,100	3,484	4,100
05200 Operating Supplies	5,577	18,450	7,939	19,544
05204 Fuel	36,053	30,800	33,112	30,800
05207 Computer Supplies	56	0	0	0
05211 Software Services	0	0	284	0
05400 Publications and Memberships	2,006	6,885	2,521	7,535
05402 Publications/Subscriptions	0	3,580	0	3,580
05500 Training	4,185	10,000	5,021	11,200
06410 Vehicles - Fleet Maintenance	40,144	0	0	0
<b>Total Expenses</b>	<b>2,247,708</b>	<b>2,588,577</b>	<b>2,468,955</b>	<b>3,037,685</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
<b>Revenue Source</b>				
1111 Building and Permitting	2,247,708	2,585,577	2,468,955	3,027,685
1401 Administrative Fee Impact Fee	0	3,000	0	10,000
<b>Total Revenues</b>	<b>2,247,708</b>	<b>2,588,577</b>	<b>2,468,955</b>	<b>3,037,685</b>

**Building Department  
Permitting/Inspections**

**Accounts of Interest**

- 03400 - Demolitions \$125,000; title searches \$5,000; credit card service fees \$135,000; scanning services \$20,000; recording fees \$2,500; Impact Fee credit card charges \$10,000; Contractual Building Inspectors (GFA Contract price) \$120,000; Contractual Inspections/Accela Support \$200,000; and Video Inspection Subscription (app) \$75,000.
- 03410 - Plans Examiner
- 04000 - Plan Review/Inspectors training.
- 04001 - ISO Mandated Training (\$1,500) and Annual State Mandated Training (\$3,000) for Inspectors & Plan Review.
- 04101 - Increase of \$500 for inspection line.
- 04900 - Recording Fees.
- 05179 - Removal of one time expense for Triple CAD workstations (7) purchased in FY19.
- 05200 - Line item increased due to supplies needed for Permitting.

**Significant Changes**

There are no significant program changes.

**Building Department  
Licensing**

**Mission Statement**

To protect and improve the health, safety and welfare of Martin County citizens by minimizing risk to the public due to unlawful conduct of both licensed and unlicensed contractors.

**Services Provided**

The Licensing program maintains a contractor regulation system to assure compliance with State and County licensing regulations and protect the community from harm that may be caused by incompetent and dishonest contractors. Licensing Division processes new license applications, investigates complaints by consumers, and checks on sub-contractor licensure during construction.

**Goals and Objectives**

- Minimize consumer harm
- Quality customer relationships
- Maximize productivity, minimize costs
- Responsible operations management
- Enhance skills and knowledge

**Benchmarks**

- Florida Department of Business and Professional Regulation total processing time, from intake of complaints to completing an investigation, averages 90 days.
- Florida Department of Business and Professional Regulation total processing time, from intake of complaints to the time of final adjudication, averages 180 days.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Consumer Complaint Resolution - Effectiv	#	6.00	10.00	14.00	10.00
License Applications	#	164.00	100.00	126.00	100.00
Expenditure - Revenue Variance	%	183.27	100.00	213.09	100.00
Licensure Due to Citations	%	9.33	2.00	2.73	2.00

**Outcomes**

Effectively and efficiently reduce the number of unlicensed contractors and unlawful acts by licensed contractors in Martin County, which will result in a reduced number of complaints and increased public safety and welfare.

**Staffing Summary**

Job Title	FY2019	FY2020
Building Permits Administrator	1	1
<b>Total FTE</b>	<b>1</b>	<b>1</b>

**Equipment Expenditures**

None

**Building Department  
Licensing**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	77,260	73,581	75,789	75,789
02101 FICA	4,568	4,562	4,468	4,699
02102 Medicare	1,068	1,067	1,045	1,099
02200 Retirement Contributions	5,895	6,078	6,303	6,419
02300 Life and Health Insurance	15,967	15,973	15,829	15,967
04002 Travel and Per Diem/Educational	0	500	0	500
04101 Communications- Cell Phones	0	2,000	0	1,000
04104 Communications-Data/Wireless Svcs	0	0	361	1,000
04200 Freight and Postage	641	3,500	856	3,500
04402 Rentals and Leases/Copier Leases	0	1,700	0	1,700
04610 Vehicle Repair and Maintenance	2,022	1,250	218	1,250
04700 Printing and Binding	146	200	146	200
04910 Fleet Replacement Charge	4,850	5,175	5,175	0
05100 Office Supplies	314	1,600	377	1,600
05199 Other Non-Capital Equipment	0	400	0	400
05200 Operating Supplies	0	0	46	0
05204 Fuel	1,682	6,500	1,442	0
05400 Publications and Memberships	0	110	0	0
05500 Training	0	500	0	500
<b>Total Expenses</b>	<b>114,414</b>	<b>124,696</b>	<b>112,054</b>	<b>115,623</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	114,414	124,696	112,054	115,623
<b>Total Revenues</b>	<b>114,414</b>	<b>124,696</b>	<b>112,054</b>	<b>115,623</b>

**Accounts of Interest**

- 04101 - Tablet data cost reallocated to Communications-Data/Wireless Svcs (04104)
- 04910 - Moved to Code Enforcement Division
- 05204 - Moved to Code Enforcement Division
- 05400 - Moved to Code Enforcement Division

**Significant Changes**

There are no significant program changes.



**Building Department  
Code Enforcement**

**Mission Statement**

Improve the living and working environment of Martin County's citizens by enforcing codes enacted to promote safe and healthy conditions and maintain the quality of life.

**Services Provided**

Code Enforcement provides enforcement of all County codes and ordinances by investigating complaints and conducting neighborhood sweeps, working with alleged violators to correct violations, and providing educational activities to homeowners' associations and other entities.

**Goals and Objectives**

- Increase the effectiveness of Code Enforcement by working closely with citizens' and homeowners' organizations
- Continue to provide fair and impartial treatment to the citizens of Martin County in the enforcement of County codes, keeping compliance as the main objective
- Improve the timeliness and efficiency of staff investigations and case management by the utilization of the remote inspection program, strict adherence to the Code Enforcement procedure policy, the automation of the Magistrate's docket and case presentation, and the training and certification of staff
- Effectively & efficiently reduce the number of unlicensed contractors in Martin County, which will result in a reduced number of complaints, and increased public safety and welfare

**Benchmarks**

- Eighty-five percent of all Code Enforcement cases obtain compliance or are presented to the Code Enforcement magistrate within 120 business days.
- Ninety percent of complaints received are investigated within four business days.
- Seventy-five percent of Code Enforcement Officers to obtain Code Enforcement Certification.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
After-the-Fact Violations	#	140.00	600.00	N/A	600.00
After-the-Fact Complaints	#	139.00	700.00	N/A	700.00
Noncompliant properties resolved	#	4,339.00	7,600.00	N/A	7,600.00
Code Enforcement Complaints	#	14,318.00	5,800.00	3,884.00	5,800.00
New Code Enforcement Cases	#	4,316.00	4,700.00	2,754.00	4,700.00
Code Enforcement-Case processing per FTE	#	175.40	700.00	393.43	700.00
Training Hours	#	38.50	35.00	110.00	35.00
Citations Issued for Total Inspections	%	.44	2.00	1.33	2.00
After-the-Fact Violations - Efficiency	%	89.00	85.00	N/A	85.00

**Outcomes**

Overall code enforcement efforts will increase with a more thorough, timely and efficient case management.

**Building Department  
Code Enforcement**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Nuisance Abatement Coordinator	1	1
Customer Service Representative	1	
Code Compliance Specialist		2
Code Compliance Investigator	6	3
Administrative Specialist II	1	1
Code Compliance Administrator	1	1
Senior Code Compliance Investigator		1
Code Compliance Clerk		1
<b>Total FTE</b>	<b>10</b>	<b>10</b>

**Equipment Expenditures**

None

**Building Department  
Code Enforcement**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	354,766	427,133	413,487	439,885
01400 Overtime	408	5,400	0	5,400
02101 FICA	20,177	26,817	23,580	27,609
02102 Medicare	4,718	6,271	5,515	6,456
02200 Retirement Contributions	28,457	35,729	34,400	37,715
02300 Life and Health Insurance	101,701	143,200	112,841	101,672
03103 Prof Serv-Outside Counsel-Non-Lit	2,793	0	2,804	0
03400 Other Contractual Services	89,308	175,000	78,160	175,000
03410 Other Contractual Svcs - Staffing	84,015	0	49,673	0
04001 Travel and Per Diem/Mandatory	630	1,000	1,168	1,000
04002 Travel and Per Diem/Educational	0	1,000	638	1,000
04101 Communications- Cell Phones	581	500	355	500
04104 Communications-Data/Wireless Svcs	6,647	3,900	5,550	6,157
04200 Freight and Postage	5,235	3,100	5,557	3,100
04402 Rentals and Leases/Copier Leases	0	0	0	1,704
04600 Repairs and Maintenance	270	700	0	700
04610 Vehicle Repair and Maintenance	1,763	4,000	8,378	4,000
04700 Printing and Binding	447	2,600	515	2,600
04900 Other Current Charges	3,104	2,600	3,282	2,600
04910 Fleet Replacement Charge	7,381	8,681	8,681	8,681
04920 Golf Course Credit Books	0	0	552	0
05100 Office Supplies	654	2,000	655	2,000
05199 Other Non-Capital Equipment	0	400	0	400
05200 Operating Supplies	2,845	4,000	3,339	4,000
05204 Fuel	4,938	6,500	4,654	6,500
05207 Computer Supplies	0	240	0	240
05400 Publications and Memberships	639	740	615	740
05402 Publications/Subscriptions	194	270	200	270
05500 Training	1,529	1,800	675	1,800
<b>Total Expenses</b>	<b>723,199</b>	<b>863,581</b>	<b>765,274</b>	<b>841,729</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	693,199	863,581	765,274	841,729
33730 Local Grants/Physical Environment	30,000	0	0	0
<b>Total Revenues</b>	<b>723,199</b>	<b>863,581</b>	<b>765,274</b>	<b>841,729</b>

**Accounts of Interest**

03400 - Magistrate services \$5,000; recording secretary \$5,000; collection and towing services \$5,000; collection agency \$45,000; Abatement and Noise control \$15,000; and Derelict Vessel Removal \$100,000.  
 04402 - Konica Minolta lease moved from Licensing Division.  
 04104 - Increase to reflect historical cost of data services for tablets and network fleet.

**Significant Changes**

There are no significant program changes.

**Capital Improvement Plan**

**Capital Improvement Plan  
Program Chart**  
Total Full-Time Equivalents (FTE) = 0.0

<b>Public Buildings</b>
<b>Coastal</b>
<b>Libraries</b>
<b>Parks</b>
<b>Stormwater Management</b>
<b>Public Transportation</b>
<b>Ecosystem Mgmt Capital Projects</b>
<b>Roads</b>
<b>Community Development</b>
<b>Solid Waste</b>
<b>Airport</b>
<b>Utilities</b>
<b>Fire Rescue</b>
<b>Corrections</b>
<b>Golf</b>
<b>Miscellaneous</b>

	<b>FY 2018 <u>ACTUAL</u></b>	<b>FY 2019 <u>ADOPTED</u></b>	<b>FY 2020 <u>ADOPTED</u></b>	<b>FY 2019 to FY 2020 <u>Variance</u></b>	<b><u>Pct Change</u></b>
<b>Total FTE</b>	0.0	0.0	0.0	0.0	0 %
<b>Total Budget Dollars</b>	50,439,583	46,372,977	76,207,928	29,834,951	64.34 %

### Capital Improvement Plan

**Introduction**

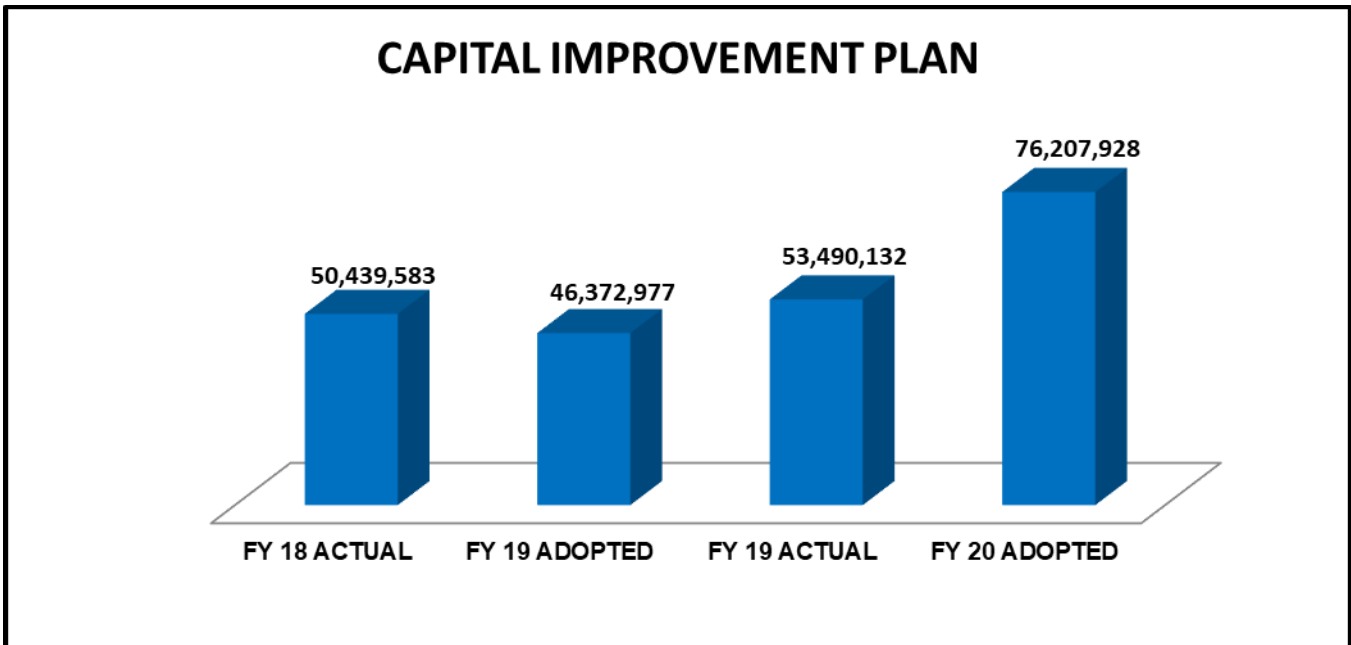
The Capital Improvements Element (CIE) identifies capital public facilities that will be required to accommodate the County's projected population during the next ten years. The CIE consists of standards for public facilities expressed as levels of service (LOS), a schedule of required projects, and a schedule of revenues to fund required projects. The Capital Improvements Plan (CIP) is the ten year planning document which addresses these CIE requirements.

**Key Issues and Trends**

The CIP is updated annually and is incorporated in the Comprehensive Growth Management Plan (CGMP) by amendment .

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Public Buildings	1,035,638	2,912,399	2,732,131	3,215,884
Coastal	5,808,408	5,915,000	11,016,786	5,985,000
Libraries	312,120	190,000	402,984	180,000
Parks	3,987,974	4,056,276	3,895,013	5,322,052
Stormwater Management	0	0	491,365	0
Public Transportation	2,433,268	0	0	0
Ecosystem Mgmt Capital Projects	3,749,192	2,307,500	2,615,683	2,314,000
Roads	20,878,213	15,471,650	15,466,588	12,744,000
Community Development	744,564	1,745,195	1,624,876	2,326,409
Solid Waste	0	2,790,000	0	2,155,000
Airport	76,099	405,000	2,290,979	717,500
Utilities	16,800	7,450,000	0	37,748,110
Fire Rescue	3,589,322	978,500	4,157,102	720,079
Corrections	7,216,637	1,529,509	8,328,865	2,779,894
Golf	591,348	484,900	466,103	0
Miscellaneous	0	137,048	1,657	0
<b>Total Expenses</b>	<b>50,439,583</b>	<b>46,372,977</b>	<b>53,490,132</b>	<b>76,207,928</b>



**Capital Improvement Plan**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	138,630	0	331,056	0
01400 Overtime	352	0	0	0
02101 FICA	8,389	0	19,884	0
02102 Medicare	1,962	0	4,650	0
02200 Retirement Contributions	11,574	0	33,522	0
02300 Life and Health Insurance	15,945	0	42,959	0
03100 Professional Services	2,385,819	327,322	2,213,699	0
03101 Professional Services - IT	6,550	0	0	0
03400 Other Contractual Services	7,823,982	8,912,432	3,556,434	8,601,817
03405 IT Services	4,322	0	657	0
03409 Mowing & Landscaping Services	6,263	0	0	0
03422 Other Contr Svcs-Maintenance	10,096	0	452,892	0
03423 Other Contr Svcs-Roads/Street Svcs	0	0	52,249	0
04000 Travel and Per Diem	0	0	2,395	0
04002 Travel and Per Diem/Educational	0	0	2,367	0
04104 Communications-Data/Wireless Svcs	180	0	132	0
04200 Freight and Postage	20,103	0	29,819	0
04400 Rentals and Leases	75,110	0	112,463	0
04600 Repairs and Maintenance	76,259	0	86,175	0
04603 Lift Station Repair and Maintenance	8,824	0	0	0
04611 Building Repair and Maintenance	516,132	0	509,134	0
04613 Maintenance Material	4,517	0	23,936	0
04614 Hardware Maintenance	79	0	0	0
04700 Printing and Binding	398	0	2,253	0
04800 Promotional Activities	98	0	0	0
04900 Other Current Charges	8,516	0	476,929	0
05175 Computer Equipment \$1,000-\$4999.99	12,372	0	6,583	0
05179 Other Equipment \$1000-\$4999.99	65,061	0	648,828	0
05195 Non-Capital Computer Equipment	15,318	0	3,041	0
05199 Other Non-Capital Equipment	210,477	0	912,284	0
05200 Operating Supplies	150,766	0	4,535	0
05206 Athletic Field Materials	0	0	2,490	0
05207 Computer Supplies	988	0	284	0
05208 Software Licenses	6,091	0	656	0
05209 Landscape Materials	0	0	2,370	0
05211 Software Services	9,965	0	0	0
05213 Medical Supplies	0	0	30,113	0
05300 Road Materials and Supplies	11,340	0	27,168	0
05400 Publications and Memberships	6,473	0	6,000	0
05403 On Line Database/Subscriptions	87,107	0	99,982	0
05500 Training	2,500	0	375	0
05900 Depreciation	173,995	0	0	0
06100 Land	1,253,672	0	445,523	0
06200 Buildings	7,837,600	1,968,108	9,280,287	2,295,278
06201 Buildings - Professional Services	29,978	0	93,002	50,000
06300 Improvements Other Than Buildings	22,458,175	31,844,331	20,578,647	62,305,004
06301 Improve Other Than Bldgs Prof Serv	611,675	0	642,984	0
06302 Improve Other Than Bldgs-Misc Cost	35,769	0	13,971	0
06400 Furniture and Equipment	588,723	1,625,550	996,793	1,429,829
06401 Computer Equipment	5,295	0	5,263	0
06402 Vehicles /Rolling Stock/Equip>\$30k	5,639,177	1,107,700	2,675,345	1,246,000

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan**

**Expenditures and Revenues (cont.)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
06410 Vehicles - Fleet Maintenance	0	0	26,764	0
06600 Library Books and Publications	102,964	190,000	91,743	180,000
08100 Aid To Governmental Agencies	0	0	8,941,498	0
09902 Budget Reserves/ Capital Outlay	0	397,534	0	100,000
<b>Total Expenses</b>	<b>50,439,583</b>	<b>46,372,977</b>	<b>53,490,132</b>	<b>76,207,928</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	131,911	0	52,208	0
0007 General Fund-Septic To Sewer	0	0	0	4,000,000
1102 District Two MSTU	20,942	0	40,088	0
1103 District Three MSTU	24,063	0	51,937	0
1120 Consolidated Fire/EMS	2,921,339	0	4,056,148	0
1121 Hutchinson Island MSTU	872,424	0	93,303	0
1130 Consolidated Parks	168,184	0	170,055	0
1131 Sailfish Splash Waterpark	41,907	0	1,252	0
1140 Stormwater MSTU	347,288	0	77,490	0
1150 Countywide Road Maintenance MSTU	-1,401,432	0	-1,716,951	0
12609 Noise Mitigation Ph2-31200760152009	45,714	0	135,961	0
12614 FAA 12-30 Rehab Runway	1,310,336	0	0	0
13637 FDOT Noise Mitigation Ph2-420577	2,540	0	6,841	0
13650 FDOT Runway 12-30 Resurfacing	-7,402	0	0	0
13657 FDOT Runway 25	-55,376	0	0	0
13658 FDOT Taxiway A	-1,109,998	0	0	0
13660 FDOT FY17 Customs Facility	-1,606,735	0	0	0
13661 FDOT Airport Ops Center Ph 1	-268,737	0	0	0
13662 FDOT RPZ-RSA Stormwater Obstruct	-33,490	0	0	0
13663 FDOT Airport Security Fence	-33,853	0	0	0
13664 FDOT Airport Taxiway D Improv	-915,404	0	0	0
13852 FDEP Harmful Algal Bloom Mgmt	-172,338	0	172,338	0
1425 Fire Protection/Ems Impact Fees	0	0	38,302	0
1435 Corrections Impact Fees	416,266	0	50,931	0
1436 Law Enforcement Impact Fees – 1A	1,237,437	0	52,038	0
1458 Urban Road Impact Fees	3,846	0	0	0
1461 Beach Impact	85,424	0	163,426	0
1471 Library Impact Fees	188,012	0	191,725	0
1475 Library Building Impact Fees	67,166	0	179,660	0
1476 Library Materials Impact Fees	2,059	0	0	0
1487 Regional Park Impact Fee	21,962	0	58,953	0
1491 Open Space/Conservation Land Impact	126,581	0	81,821	0
1492 Active Parkland	188,259	0	486,647	0
1552 Tourist Development	376,495	887,048	2,366,921	716,876
1576 Art In Public Places	0	0	1,657	0
1601 Franchise Fees - Electric	8,077,479	0	7,645,669	0
3102 Other County Capital Projects	2,631,845	90,000	3,260,453	0
3107 2019 Construction Project (Bond)	0	0	52,208	0
3201 Beaches	-690,927	0	3,284,844	0
3206 Conserv Lands - 1/2 Disc Sales Tax	425,591	0	215,266	0
3207 Pks Dev Prog - 1/2 Disc Sales Tax	105,336	0	77,071	0

**Capital Improvement Plan**

**Expenditures and Revenues (cont)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
3301 Road Projects	1,342,088	0	-40,401	-50,000
3302 Gas Tax 7/8 - Roads	2,588,545	0	2,222,175	0
3305 Old Palm City CRA Proj 2017	-1,837,514	0	220,961	0
3306 Hobe Sound CRA Proj 2017	-1,755,090	0	101,716	0
4102 Consolidated - Operating	9,200	900,000	0	26,036,810
4103 Consolidated Water - CFC	0	255,000	0	2,870,000
4104 Consolidated Sewer - CFC	0	1,875,000	0	900,000
4105 Consolidated R & R	7,600	4,420,000	0	2,441,300
4200 Solid Waste	0	2,790,000	0	2,155,000
4300 Airport	18,886	0	103,607	0
4501 Martin County Golf Course	173,995	0	0	0
6202 Jensen Beach CRA Trust Fund	24,324	0	84,566	0
62021 Rio CRA Trust Fund	156,158	0	483,386	0
62022 Hobe Sound CRA Trust Fund	159,814	0	202,940	0
62023 Port Salerno CRA Trust Fund	31,391	0	35,326	0
62024 Golden Gate CRA Fund	3,263	0	44,837	0
62026 Palm City CRA Fund	62,311	0	119,841	0
6202S Jensen Beach CRA SPARC Fund	12,308	0	1,881	0
31100 Ad Valorem Taxes	19,192,689	22,522,434	21,961,309	23,484,733
31101 Ad Valorem Taxes-Delinquent	11,701	0	24,633	0
31241 First Local Option Fuel Tax	485,323	150,300	146,064	0
31242 Second Local Option Fuel Tax	1,140,931	1,225,000	1,044,204	1,375,300
32310 Franchise Fee - Electric	0	7,545,000	0	7,195,000
32412 Impact Fees/Commercial-Publ Safety	0	390,000	0	0
32431 Impact Fees/Residential-Transportat	0	48,000	0	48,000
32461 Impact Fees/Resi-Culture/Recreation	0	465,000	0	1,061,000
32510 Special Assessments-Capital Improv	0	0	49,014	0
32900 Other Permits and Fees	23,415	160,000	121,897	280,000
33110 Federal Grants/General Government	0	0	71,982	0
33120 Federal Grants/Public Safety	0	0	60,000	0
33139 Federal Grants/Other Physical Env	315,500	0	668,658	0
33142 Federal Grants/Mass Transit	409,597	0	0	0
33149 Federal Grants/Other Transportation	516,166	0	1,014,963	0
33150 Federal Grants/Economic Environment	52,594	0	34,092	0
33436 State Grants/Stormwater Mgmt	0	0	260,000	0
33439 State Grants/Other Physical Envir	2,602,987	0	226,206	0
33449 State Grants/Other Transportation	1,887,510	0	91,381	0
33730 Local Grants/Physical Environment	54,945	0	253,215	0
33770 Local Grants/Culture-Recreation	448,832	0	0	0
33800 Local Shared Revenue	0	1,745,195	0	2,326,409
34261 Ambulance Fees-Pemt/Indgt Transport	0	500,000	0	500,000
36100 Interest Earnings	2,586	0	3,990	150,000
36200 Rents and Royalties	0	405,000	0	717,500
36600 Contributions/Private Sources	1,608,836	0	412,238	0
36910 Insurance Proceeds/Refunds	14,698	0	7,388	0
38400 Debt Proceeds	3,800,000	0	0	0
38920 Grants and Donations	-1,302,614	0	491,379	0
38930 Grants & Donations - State	3,222,878	0	1,228,590	0
811150 Transfer From Fund 1150	144,297	0	17,852	0
811492 Transfer From Fund 1492	448,832	0	0	0



**Capital Improvement Plan**

**Expenditures and Revenues (cont.)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
813201 Transfer From Fund 3201	0	0	24,650	0
813301 Transfer From Fund 3301	6,535	0	22,732	0
813302 Transfer From Fund 3302	0	0	0	0
814300 Transfer From Fund 4300	809,353	0	324,601	0
<b>Total Revenues</b>	<b>50,439,583</b>	<b>46,372,977</b>	<b>53,490,132</b>	<b>76,207,928</b>

**Capital Improvement Plan  
Public Buildings**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	0	0	1,512	0
02101 FICA	0	0	91	0
02102 Medicare	0	0	21	0
02200 Retirement Contributions	0	0	125	0
02300 Life and Health Insurance	0	0	175	0
03100 Professional Services	0	0	41,761	0
03400 Other Contractual Services	53,680	0	509,448	0
03409 Mowing & Landscaping Services	6,263	0	0	0
04600 Repairs and Maintenance	37,536	0	6,455	0
04611 Building Repair and Maintenance	293,378	0	430,857	0
05175 Computer Equipment \$1,000-\$4999.99	0	0	4,173	0
05179 Other Equipment \$1000-\$4999.99	6,325	0	3,000	0
05199 Other Non-Capital Equipment	33,076	0	2,769	0
06200 Buildings	414,743	1,028,599	530,641	1,320,384
06201 Buildings - Professional Services	26,586	0	93,002	0
06300 Improvements Other Than Buildings	137,520	1,883,800	1,000,989	1,895,500
06400 Furniture and Equipment	26,531	0	101,847	0
06401 Computer Equipment	0	0	5,263	0
<b>Total Expenses</b>	<b>1,035,638</b>	<b>2,912,399</b>	<b>2,732,131</b>	<b>3,215,884</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	31,052	0	0	0
1120 Consolidated Fire/Ems	27,166	0	76,294	0
1130 Consolidated Parks	9,675	0	53,697	0
1425 Fire Protection/Ems Impact Fees	0	0	38,302	0
1475 Library Building Impact Fees	0	0	159,204	0
3102 Other County Capital Projects	-89,813	0	-526,237	0
3107 2019 Construction Project (Bond)	0	0	43,458	0
31100 Ad Valorem Taxes	1,042,073	2,782,399	2,811,506	3,215,884
31101 Ad Valorem Taxes-Delinquent	647	0	3,382	0
32412 Impact Fees/Commercial-Public Safety	0	130,000	0	0
33110 Federal Grants/General Government	0	0	71,982	0
36100 Interest Earnings	141	0	545	0
36910 Insurance Proceeds/Refunds	14,698	0	0	0
<b>Total Revenues</b>	<b>1,035,638</b>	<b>2,912,399</b>	<b>2,732,131</b>	<b>3,215,884</b>

**Expenditure Line Item Summation**

- 06200 - Courtroom Security Hardening and Refurbishment (\$250,000) Fixed Asset Replacement Budget (\$1,070,384)
- 06300 - Administration Building Elevator Repair (\$150,000) Courthouse Chiller and HVAC Controls (\$280,000) Countywide Generator FARB (\$360,500) Indiantown Health Department HVAC (\$105,000) Countywide Fire Panel FARB (\$75,000) Countywide HVAC Replacements (\$550,000) Courthouse Complex Public Walkway Replacement (\$125,000) Countywide Security FARB (\$250,000)

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Coastal**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	0	0	9,249	0
02101 FICA	0	0	552	0
02102 Medicare	0	0	129	0
02200 Retirement Contributions	0	0	1,300	0
02300 Life and Health Insurance	0	0	1,441	0
03100 Professional Services	1,449,675	0	1,379,916	0
03400 Other Contractual Services	4,352,245	5,815,000	341,448	5,885,000
04000 Travel and Per Diem	0	0	2,395	0
04002 Travel and Per Diem/Educational	0	0	2,367	0
04104 Communications-Data/Wireless Svc	180	0	132	0
04200 Freight and Postage	48	0	14	0
04900 Other Current Charges	90	0	1,130	0
05200 Operating Supplies	125	0	87	0
05400 Publications and Memberships	6,000	0	6,000	0
05500 Training	0	0	375	0
06300 Improvements Other Than Buildings	44	0	203,137	0
06301 Improve Other Than Bldgs Prof Serv	0	0	37,317	0
06400 Furniture and Equipment	0	0	88,300	0
08100 Aid to Governmental Agencies	0	0	8,941,498	0
09902 Budget Reserves/ Capital Outlay	0	100,000	0	100,000
<b>Total Expenses</b>	<b>5,808,408</b>	<b>5,915,000</b>	<b>11,016,786</b>	<b>5,985,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	-325,376	0	0	0
1121 Hutchinson Island MSTU	594,879	0	88,876	0
1552 Tourist Development	0	500,000	2,000,000	500,000
3102 Other County Capital Projects	92,303	0	65,308	0
3201 Beaches	-690,927	0	3,284,844	0
31100 Ad Valorem Taxes	5,121,216	5,255,000	5,107,880	5,255,000
31101 Ad Valorem Taxes-Delinquent	3,178	0	6,145	0
32900 Other Permits and Fees	0	160,000	0	230,000
33120 Federal Grants/Public Safety	0	0	60,000	0
33139 Federal Grants/Other Physical Env	60,000	0	94,350	0
33439 State Grants/Other Physical Env	733,722	0	226,206	0
33730 Local Grants/Physical Environment	0	0	37,538	0
36100 Interest Earnings	691	0	989	0
36600 Contributions/Private Sources	218,723	0	0	0
813201 Transfer from Fund 3201	0	0	24,650	0
813301 Transfer from Fund 3301	0	0	20,000	0
<b>Total Revenues</b>	<b>5,808,408</b>	<b>5,915,000</b>	<b>11,016,786</b>	<b>5,985,000</b>

**Expenditure Line Item Summation**

03400 - Manatee Pocket Mooring Field (\$50,000) Artificial Reef Program (\$70,000) St. Lucie Inlet Management (\$5,110,000) Beach Renourishment (\$450,000) Bathtub Beach & Sailfish Point Beach Restoration (\$205,000)  
09902 - Beach Renourishment (\$100,000)

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Libraries**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	4,950	0	0	0
03400 Other Contractual Services	2,243	0	25	0
03405 IT Services	4,322	0	657	0
04200 Freight and Postage	2,696	0	9	0
04611 Building Repair and Maintenance	11,294	0	0	0
04614 Hardware Maintenance	79	0	0	0
05175 Computer Equipment \$1,000-\$4999.99	2,194	0	1,149	0
05179 Other Equipment \$1000-\$4999.99	5,254	0	4,360	0
05195 Non-Capital Computer Equipment	5,956	0	2,398	0
05199 Other Non-Capital Equipment	9,554	0	10,634	0
05200 Operating Supplies	584	0	539	0
05207 Computer Supplies	988	0	284	0
05208 Software Licenses	2,591	0	656	0
05211 Software Services	9,965	0	0	0
05403 On Line Database/Subscriptions	87,107	0	99,982	0
06300 Improvements Other Than Buildings	54,084	0	190,549	0
06401 Computer Equipment	5,295	0	0	0
06600 Library Books and Publications	102,964	190,000	91,743	180,000
<b>Total Expenses</b>	<b>312,120</b>	<b>190,000</b>	<b>402,984</b>	<b>180,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1471 Library Impact Fees	188,012	0	191,725	0
1475 Library Building Impact Fees	67,166	0	20,456	0
1476 Library Materials Impact Fees	2,059	0	0	0
3102 Other County Capital Projects	-167,987	0	190,803	0
31100 Ad Valorem Taxes	209,712	0	0	0
31101 Ad Valorem Taxes-Delinquent	130	0	0	0
32461 Impact Fees/Resi-Culture/Recreation	0	190,000	0	180,000
36100 Interest Earnings	28	0	0	0
36600 Contributions/Private Sources	13,000	0	0	0
<b>Total Revenues</b>	<b>312,120</b>	<b>190,000</b>	<b>402,984</b>	<b>180,000</b>

**Expenditure Line Item Summation**

06600 - Library Materials (\$180,000)

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Parks**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	4,507	0	9,772	0
02101 FICA	271	0	580	0
02102 Medicare	63	0	136	0
02200 Retirement Contributions	366	0	1,007	0
02300 Life and Health Insurance	563	0	1,675	0
03100 Professional Services	0	0	8,330	0
03400 Other Contractual Services	687,172	0	1,258,893	0
04200 Freight and Postage	15,126	0	23,412	0
04400 Rentals and Leases	1,543	0	2,731	0
04600 Repairs and Maintenance	38,723	0	74,467	0
04603 Lift Station Repair and Maintenance	8,824	0	0	0
04611 Building Repair and Maintenance	63,301	0	16,222	0
04613 Maintenance Material	4,517	0	23,936	0
04800 Promotional Activities	98	0	0	0
04900 Other Current Charges	76	0	79	0
05179 Other Equipment \$1000-\$4999.99	11,064	0	24,128	0
05195 Non-Capital Computer Equipment	995	0	0	0
05199 Other Non-Capital Equipment	151,472	0	36,046	0
05200 Operating Supplies	577	0	0	0
05206 Athletic Field Materials	0	0	2,490	0
05300 Road Materials and Supplies	11,340	0	2,368	0
06200 Buildings	18,408	0	334,298	0
06300 Improvements Other Than Buildings	2,753,604	3,844,426	1,784,117	5,062,302
06301 Improve Other Than Bldgs Prof Serv	17,668	0	45,998	0
06400 Furniture and Equipment	197,695	211,850	244,328	259,750
<b>Total Expenses</b>	<b>3,987,974</b>	<b>4,056,276</b>	<b>3,895,013</b>	<b>5,322,052</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	16,638	0	52,208	0
1102 District Two MSTU	0	0	40,088	0
1130 Consolidated Parks	158,509	0	116,358	0
1131 Sailfish Splash Waterpark	41,907	0	1,252	0
1461 Beach Impact	85,424	0	163,426	0
1487 Regional Park Impact Fee	21,962	0	58,953	0
1492 Active Parkland	188,259	0	486,647	0
1552 Tourist Development	376,495	250,000	366,921	216,876
3102 Other County Capital Projects	-682,479	90,000	-1,026,363	0
62021 Rio CRA Trust Fund	0	0	11,730	0
31100 Ad Valorem Taxes	2,844,883	3,581,276	3,618,740	4,364,176
31101 Ad Valorem Taxes-Delinquent	1,766	0	4,353	0
32461 Impact Fees/Resi-Culture/Recreation	0	135,000	0	741,000
33770 Local Grants/Culture-Recreation	448,832	0	0	0
36100 Interest Earnings	384	0	701	0
36600 Contributions/Private Sources	36,560	0	0	0
811492 Transfer from Fund 1492	448,832	0	0	0
<b>Total Revenues</b>	<b>3,987,974</b>	<b>4,056,276</b>	<b>3,895,013</b>	<b>5,322,052</b>

**Capital Improvement Plan  
Parks**

**Expenditure Line Item Summation**

06300 - Sailfish Splash Waterpark FARB (\$200,000) Indian Riverside Park (\$120,000) Parks Paving Program (\$304,426) Pineapple Park Shade Structure (\$80,000) Parks Building & Amenities Program (\$535,000) Beach Maintenance FARB (\$216,876) Parks Fiber/Security/Wi-Fi Installation Program (\$195,000) Phipps Park Campground Renovation (\$601,000) Stuart Beach Improvement (\$590,000) Parks Countywide Fixed Asset Replacement Budget (\$1,850,000) Parks ADA Compliance Program (\$120,000) Parks Boat Ramp Renovation Program (\$250,000)

06400 - Countywide Parks Capital Equipment Replacement (\$259,750)

**Capital Improvement Plan  
Stormwater Management**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
06300 Improvements Other Than Buildings	0	0	491,365	0
<b>Total Expenses</b>	<b>0</b>		<b>491,365</b>	

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1601 Franchise Fees - Electric	0	0	491,365	0
<b>Total Revenues</b>	<b>0</b>		<b>491,365</b>	

**Expenditure Line Item Summation**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Public Transportation**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
06402 Vehicles /Rolling Stock/Equip>\$30k	2,433,268	0	0	0
<b>Total Expenses</b>	<b>2,433,268</b>		<b>0</b>	

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	409,597	0	0	0
3301 Road Projects	1,214,074	0	0	0
3302 Gas Tax 7/8 - Roads	400,000	0	0	0
33142 Federal Grants/Mass Transit	409,597	0	0	0
<b>Total Revenues</b>	<b>2,433,268</b>		<b>0</b>	

**Expenditure Line Item Summation**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Ecosystem Mgmt Capital Projects**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	0	0	13,481	0
02101 FICA	0	0	801	0
02102 Medicare	0	0	187	0
02200 Retirement Contributions	0	0	1,127	0
02300 Life and Health Insurance	0	0	2,251	0
03100 Professional Services	693,091	157,500	341,456	0
03400 Other Contractual Services	334,980	370,000	367,099	250,000
04200 Freight and Postage	258	0	448	0
04600 Repairs and Maintenance	0	0	5,253	0
04900 Other Current Charges	3,798	0	438	0
05199 Other Non-Capital Equipment	946	0	4,410	0
05200 Operating Supplies	1,378	0	202	0
05209 Landscape Materials	0	0	2,370	0
06100 Land	1,253,672	0	19,297	0
06300 Improvements Other Than Buildings	1,451,133	1,780,000	1,697,438	2,064,000
06301 Improve Other Than Bldgs Prof Serv	0	0	149,116	0
06302 Improve Other Than Bldgs-Misc Cost	9,935	0	10,311	0
<b>Total Expenses</b>	<b>3,749,192</b>	<b>2,307,500</b>	<b>2,615,683</b>	<b>2,314,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1103 District Three MSTU	10,000	0	0	0
1140 Stormwater MSTU	347,288	0	79,026	0
13852 FDEP Harmful Algal Bloom Mgmt.	-172,338	0	172,338	0
1491 Open Space/Conservation Land Impact	126,581	0	81,821	0
1601 Franchise Fees - Electric	24,342	0	386,091	0
3102 Other County Capital Projects	-1,162,545	0	-1,055,687	0
3206 Conserv Lands - 1/2 Disc Sales Tax	425,591	0	215,266	0
31100 Ad Valorem Taxes	1,904,843	1,667,500	1,684,661	1,674,000
31101 Ad Valorem Taxes-Delinquent	1,163	0	1,877	0
32310 Franchise Fee - Electric	0	500,000	0	500,000
32461 Impact Fees/Resi-Culture/Recreation	0	140,000	0	140,000
33139 Federal Grants/Other Physical Env	255,500	0	574,308	0
33436 State Grants/Stormwater Mgmt.	0	0	260,000	0
33439 State Grants/Other Physical Envir	1,869,265	0	0	0
33730 Local Grants/Physical Environment	54,945	0	215,677	0
36100 Interest Earnings	257	0	304	0
36600 Contributions/Private Sources	64,302	0	0	0
<b>Total Revenues</b>	<b>3,749,192</b>	<b>2,307,500</b>	<b>2,615,683</b>	<b>2,314,000</b>

**Expenditure Line Item Summation**

03400 - Environmentally Sensitive Lands Management (\$250,000)  
 06300 -Stormwater Infrastructure Rehabilitations (\$500,000) Jensen Beach/Stuart Impoundment Hydrological Restoration (\$124,000) East Fork Creek Stormwater Treatment Area (\$280,000) East Fork Creek Stormwater Treatment Area (\$120,000) Hobe Sound Scrub Preserve (\$150,000) Kiplinger FCT Site (\$230,000) TMDL/BMAP Compliance Projects (\$600,000) Manatee Pocket SW Prong Water Quality Retrofit (\$60,000)

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Roads**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	126,188	0	275,070	0
01400 Overtime	352	0	0	0
02101 FICA	7,635	0	16,546	0
02102 Medicare	1,786	0	3,870	0
02200 Retirement Contributions	10,571	0	27,226	0
02300 Life and Health Insurance	14,718	0	34,089	0
03100 Professional Services	26,428	0	117	0
03400 Other Contractual Services	2,256,616	2,727,432	841,404	2,466,817
03422 Other Contr Svcs-Maintenance	10,096	0	452,892	0
03423 Other Contr Svcs-Roads/Street Svcs	0	0	52,249	0
04200 Freight and Postage	401	0	912	0
04400 Rentals and Leases	73,568	0	109,494	0
04900 Other Current Charges	4,008	0	475,208	0
05175 Computer Equipment \$1,000-\$4999.99	9,060	0	0	0
05179 Other Equipment \$1000-\$4999.99	15,741	0	0	0
05199 Other Non-Capital Equipment	7,015	0	2,072	0
05300 Road Materials and Supplies	0	0	24,800	0
06100 Land	0	0	15,383	0
06300 Improvements Other Than Buildings	17,041,562	12,294,218	12,112,269	9,827,183
06301 Improve Other Than Bldgs Prof Serv	594,007	0	400,547	0
06302 Improve Other Than Bldgs-Misc Cost	25,834	0	3,660	0
06400 Furniture and Equipment	48,688	150,300	0	450,000
06402 Vehicles /Rolling Stock/Equip>\$30k	603,938	299,700	618,779	0
<b>Total Expenses</b>	<b>20,878,213</b>	<b>15,471,650</b>	<b>15,466,588</b>	<b>12,744,000</b>

**Capital Improvement Plan  
Roads**

**Expenditures and Revenues (cont.)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
1121 Hutchinson Island MSTU	277,545	0	4,427	0
1140 Stormwater MSTU	0	0	-1,536	0
1150 Countywide Road Maintenance MSTU	-1,401,432	0	-1,716,951	0
1458 Urban Road Impact Fees	3,846	0	0	0
1601 Franchise Fees - Electric	8,053,137	0	6,768,213	0
3102 Other County Capital Projects	-542,280	0	-1,395,559	0
3301 Road Projects	128,014	0	-40,401	-50,000
3302 Gas Tax 7/8 - Roads	2,188,545	0	2,222,040	0
31100 Ad Valorem Taxes	6,685,554	7,003,350	6,965,760	5,975,700
31101 Ad Valorem Taxes-Delinquent	3,957	0	6,743	0
31241 First Local Option Fuel Tax	485,323	150,300	146,064	0
31242 Second Local Option Fuel Tax	1,140,931	1,225,000	1,044,204	1,375,300
32310 Franchise Fee - Electric	0	7,045,000	0	5,195,000
32431 Impact Fees/Residential-Transportation	0	48,000	0	48,000
32510 Special Assessments-Capital Improv	0	0	49,014	0
32900 Other Permits and Fees	23,415	0	121,897	50,000
33149 Federal Grants/Other Transportation	516,166	0	1,014,963	0
33449 State Grants/Other Transportation	1,887,510	0	91,381	0
36100 Interest Earnings	899	0	1,108	150,000
36600 Contributions/Private Sources	1,276,250	0	157,250	0
36910 Insurance Proceeds/Refunds	0	0	7,388	0
811150 Transfer from Fund 1150	144,297	0	17,852	0
813301 Transfer from Fund 3301	6,535	0	2,732	0
813302 Transfer from Fund 3302	0	0	0	0
<b>Total Revenues</b>	<b>20,878,213</b>	<b>15,471,650</b>	<b>15,466,588</b>	<b>12,744,000</b>

**Expenditure Line Item Summation**

- 03400 - Annual Commitments (\$600,000); Countywide Bridge Replacement/Repairs (\$300,000); Resurfacing/Drainage/Striping and Maintenance (\$566,817); Traffic Signal Rehabilitations (\$890,000) Indian Street Resurfacing (Dixie to St. Lucie Blvd) (\$10,000); CR-A1A/Dixie Hwy Resurfacing (Jefferson to Indian) (\$100,000)
- 06300 - SE Cove Road Resurfacing (\$69,533); Savannah Road Resurfacing & Bike Lanes (\$175,000); Harbor Estates/Linden Street Neighborhood Improvements (\$964,000); Murphy Road (Over C-23) Bridge Replacement (\$150,000); Port Salerno Peninsula Neighborhood Improvements (\$200,000); Old Palm City Neighborhood Restoration (\$2,061,000); Hibiscus Park Neighborhood Restoration (\$1,274,000); Sunset Gardens Neighborhood Restoration (\$230,000); Leilani Heights Neighborhood Restoration (\$60,000); Martin Meadows Neighborhood Restoration (\$300,000); Beau Rivage Neighborhood Improvements (\$95,000); Coral Gardens Neighborhood Restoration (\$55,000); Gomez Neighborhood Restoration (\$2,761,000); CR714 Resurfacing - SR710 to Fox Brown (\$90,000); CR-A1A Resurfacing (Monterey to 5th) (\$45,000); SPS/Manatee Business Park Improvements (\$130,000); Hutchinson Island Beautification (\$106,650); Multimodal Pathways (\$48,000); Rocky Point Neighborhood Restoration (\$88,000); Traffic Signal Rehabilitations (\$200,000); Intersection Improvements (\$375,000); Traffic Safety Measures (\$350,000)
- 06400 - Heavy Equipment Replacement (\$450,000)

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Office of Community Development**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	7,936	0	16,270	0
02101 FICA	483	0	972	0
02102 Medicare	113	0	227	0
02200 Retirement Contributions	637	0	2,012	0
02300 Life and Health Insurance	663	0	2,495	0
03100 Professional Services	169,211	169,822	359,025	0
03400 Other Contractual Services	22,442	0	7,164	0
04200 Freight and Postage	354	0	23	0
04700 Printing and Binding	398	0	2,253	0
04900 Other Current Charges	71	0	74	0
05200 Operating Supplies	0	0	192	0
06100 Land	0	0	410,843	0
06300 Improvements Other Than Buildings	542,255	1,414,887	814,301	2,326,409
06301 Improve Other Than Bldgs Prof Serv	0	0	9,025	0
09902 Budget Reserves/ Capital Outlay	0	160,486	0	0
<b>Total Expenses</b>	<b>744,564</b>	<b>1,745,195</b>	<b>1,624,876</b>	<b>2,326,409</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1102 District Two MSTU	20,942	0	0	0
1103 District Three MSTU	14,063	0	51,937	0
3302 Gas Tax 7/8 - Roads	0	0	134	0
3305 Old Palm City CRA Proj 2017	-1,837,514	0	220,961	0
3306 Hobe Sound CRA Proj 2017	-1,755,090	0	101,716	0
6202 Jensen Beach CRA Trust Fund	24,324	0	84,566	0
62021 Rio CRA Trust Fund	156,158	0	471,656	0
62022 Hobe Sound CRA Trust Fund	159,814	0	202,940	0
62023 Port Salerno CRA Trust Fund	31,391	0	35,326	0
62024 Golden Gate CRA Fund	3,263	0	44,837	0
62026 Palm City CRA Fund	62,311	0	119,841	0
6202S Jensen Beach CRA SPARC Fund	12,308	0	1,881	0
33150 Federal Grants/Economic Environment	52,594	0	34,092	0
33800 Local Shared Revenue	0	1,745,195	0	2,326,409
36600 Contributions/Private Sources	0	0	254,988	0
38400 Debt Proceeds	3,800,000	0	0	0
<b>Total Revenues</b>	<b>744,564</b>	<b>1,745,195</b>	<b>1,624,876</b>	<b>2,326,409</b>

**Expenditure Line Item Summation**

06300 - Port Salerno CRA Improvements (\$571,339) Jensen Beach CRA Improvements (\$197,755) Golden Gate CRA Improvements (\$242,479) Hobe Sound CRA Improvements (\$522,168) Rio CRA Improvements (\$586,011) Old Palm City CRA Improvements (\$206,657)

**Capital Improvement Plan  
Solid Waste**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
06200 Buildings	0	0	0	275,000
06300 Improvements Other Than Buildings	0	2,390,000	0	980,000
06402 Vehicles /Rolling Stock/Equip>\$30k	0	400,000	0	900,000
<b>Total Expenses</b>	<b>0</b>	<b>2,790,000</b>	<b>0</b>	<b>2,155,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4200 Solid Waste	0	2,790,000	0	2,155,000
<b>Total Revenues</b>	<b>0</b>	<b>2,790,000</b>	<b>0</b>	<b>2,155,000</b>

**Expenditure Line Item Summation**

06200 - \$150,000 Transfer Station Structural Improvements and \$125,000 Roof Overhang Maintenance Building.  
 06300 - \$100,000 Landfill Roadway, \$400,000 Relocation of Recycling, \$80,000 Transfer Station Scale Replacement, \$150,000 Perimeter Fencing, and \$250,000 Pavement Hardening.  
 06402 - Replacements of capital equipment due to age and condition: \$450,000 Loader and \$450,000 Hydraulic Excavator.

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Airport**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03100 Professional Services	8,580	0	0	0
03400 Other Contractual Services	66,667	0	142,802	0
04200 Freight and Postage	0	0	75	0
04900 Other Current Charges	380	0	0	0
05199 Other Non-Capital Equipment	0	0	621	0
05400 Publications and Memberships	473	0	0	0
06200 Buildings	0	0	317,858	0
06300 Improvements Other Than Buildings	0	405,000	1,829,623	717,500
<b>Total Expenses</b>	<b>76,099</b>	<b>405,000</b>	<b>2,290,979</b>	<b>717,500</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
12609 Noise Mitigation Ph2-31200760152009	45,714	0	135,961	0
12614 FAA 12-30 Rehab Runway	1,310,336	0	0	0
13637 FDOT Noise Mitigation Ph2-420577	2,540	0	6,841	0
13650 FDOT Runway 12-30 Resurfacing	-7,402	0	0	0
13657 FDOT Runway 25	-55,376	0	0	0
13658 FDOT Taxiway A	-1,109,998	0	0	0
13660 FDOT FY17 Customs Facility	-1,606,735	0	0	0
13661 FDOT Airport Ops Center Ph 1	-268,737	0	0	0
13662 FDOT RPZ-RSA Stormwater Obstruct	-33,490	0	0	0
13663 FDOT Airport Security Fence	-33,853	0	0	0
13664 FDOT Airport Taxiway D Improv	-915,404	0	0	0
4300 Airport	18,886	0	103,607	0
36200 Rents and Royalties	0	405,000	0	717,500
38920 Grants and Donations	-1,302,614	0	491,379	0
38930 Grants & Donations - State	3,222,878	0	1,228,590	0
814300 Transfer from Fund 4300	809,353	0	324,601	0
<b>Total Revenues</b>	<b>76,099</b>	<b>405,000</b>	<b>2,290,979</b>	<b>717,500</b>

**Expenditure Line Item Summation**

06300 - Environmental and Planning projects (\$20,000) Pavement rehabilitation (\$100,000) Airport Facility Improvements (\$597,500)

**Capital Improvement Plan  
Utilities**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	1,600	0	0	0
03400 Other Contractual Services	9,200	0	0	0
05208 Software Licenses	3,500	0	0	0
05500 Training	2,500	0	0	0
06201 Buildings - Professional Services	0	0	0	50,000
06300 Improvements Other Than Buildings	0	7,042,000	0	37,352,110
06402 Vehicles /Rolling Stock/Equip>\$30k	0	408,000	0	346,000
<b>Total Expenses</b>	<b>16,800</b>	<b>7,450,000</b>	<b>0</b>	<b>37,748,110</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0007 General Fund-Septic to Sewer	0	0	0	4,000,000
4102 Consolidated - Operating	9,200	900,000	0	26,036,810
4103 Consolidated Water - CFC	0	255,000	0	2,870,000
4104 Consolidated Sewer - CFC	0	1,875,000	0	900,000
4105 Consolidated R & R	7,600	4,420,000	0	2,441,300
32310 Franchise Fee - Electric	0	0	0	1,500,000
<b>Total Revenues</b>	<b>16,800</b>	<b>7,450,000</b>	<b>0</b>	<b>37,748,110</b>

**Expenditure Line Item Summation**

06201 - \$50,000 Emergency Generator Storage Building

06300 - \$770,000 Old Palm City Septic to Sewer; \$1,100,000 Port Salerno Septic to Sewer; \$13,642,050 Golden Gate Septic to Sewer; \$350,000 Connect to Protect Force Mains; \$200,000 Connect to Protect Grinders; \$215,300 Bulk Chemical Tanks; \$5,850,000 Dixie Highway Corridor and Cove Road Force Mains; \$130,000 Woodside/Stradford Septic to Sewer; \$400,000 Lift Station Rehabilitation; \$250,000 Sanitary Sewer Lining; \$100,000 Water Main Replacement; \$95,000 North Sodium Hypochlorite Pipe Replacement; \$100,000 Well and Pump Improvements; \$100,000 Water Meter Automation Retrofit; \$150,000 Hydrant Replacement; \$250,000 Lift Station Telemetry; \$150,000 Infrastructure Accommodations; \$225,000 Murphy Road Bridge Water Main; \$325,000 North Warehouse Addition; \$6,329,760 Water Main Assessments; \$250,000 Loop Tie-ins; \$60,000 Wellfield Pump Standardization; and \$6,310,000 Tropical Farms Water Plant.

06402 - \$70,000 Backhoe, \$96,000 two Thompson pumps, \$20,000 Ver-mac sign board, and \$160,000 Mack truck.

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Fire Rescue**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03100 Professional Services	7,345	0	69,732	0
03400 Other Contractual Services	2,950	0	15,461	0
04200 Freight and Postage	840	0	2,486	0
04400 Rentals and Leases	0	0	238	0
04611 Building Repair and Maintenance	4,798	0	0	0
04900 Other Current Charges	94	0	0	0
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,260	0
05179 Other Equipment \$1000-\$4999.99	5,700	0	612,435	0
05199 Other Non-Capital Equipment	8,080	0	814,573	0
05200 Operating Supplies	148,101	0	3,516	0
05213 Medical Supplies	0	0	30,113	0
06200 Buildings	613,527	0	152,876	0
06300 Improvements Other Than Buildings	66,436	0	0	0
06400 Furniture and Equipment	129,480	978,500	371,082	720,079
06402 Vehicles /Rolling Stock/Equip>\$30k	2,601,972	0	2,056,566	0
06410 Vehicles - Fleet Maintenance	0	0	26,764	0
<b>Total Expenses</b>	<b>3,589,322</b>	<b>978,500</b>	<b>4,157,102</b>	<b>720,079</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1120 Consolidated Fire/Ems	2,894,173	0	3,979,854	0
3102 Other County Capital Projects	695,149	0	177,247	0
31100 Ad Valorem Taxes	0	478,500	0	220,079
34261 Ambulance Fees-PEMT/Indgt Transport	0	500,000	0	500,000
<b>Total Revenues</b>	<b>3,589,322</b>	<b>978,500</b>	<b>4,157,102</b>	<b>720,079</b>

**Expenditure Line Item Summation**

06400 - Capital Equipment, cardiac monitors/AutoPulse CPR (\$720,079)



Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Corrections**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03100 Professional Services	31,488	0	13,362	0
03400 Other Contractual Services	35,786	0	63,504	0
04611 Building Repair and Maintenance	137,135	0	60,945	0
05175 Computer Equipment \$1,000-\$4999.99	1,119	0	0	0
05179 Other Equipment \$1000-\$4999.99	3,786	0	4,904	0
05195 Non-Capital Computer Equipment	8,367	0	643	0
06200 Buildings	6,790,922	939,509	7,934,819	699,894
06201 Buildings - Professional Services	3,392	0	0	0
06300 Improvements Other Than Buildings	198,269	590,000	250,688	2,080,000
06400 Furniture and Equipment	6,373	0	0	0
<b>Total Expenses</b>	<b>7,216,637</b>	<b>1,529,509</b>	<b>8,328,865</b>	<b>2,779,894</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1435 Corrections Impact Fees	416,266	0	50,931	0
1436 Law Enforcement Impact Fees – 1A	1,237,437	0	52,038	0
3102 Other County Capital Projects	4,874,003	0	6,941,315	0
31100 Ad Valorem Taxes	688,410	1,269,509	1,282,789	2,779,894
31101 Ad Valorem Taxes-Delinquent	427	0	1,543	0
32412 Impact Fees/Commercial-Public Safety	0	260,000	0	0
36100 Interest Earnings	93	0	248	0
<b>Total Revenues</b>	<b>7,216,637</b>	<b>1,529,509</b>	<b>8,328,865</b>	<b>2,779,894</b>

**Expenditure Line Item Summation**

06200 - Sheriff FARB (\$699,894)

06300 - Holt Jail North Wing (\$300,000) Courtholding Refurbishment (\$675,000) Holt Correctional Security Fencing Replacement (\$400,000) MCSO Administration Building Roof Replacement (\$480,000) MCSO Gun Range Training Facility (\$225,000)

**Capital Improvement Plan  
Golf**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	0	0	5,702	0
02101 FICA	0	0	341	0
02102 Medicare	0	0	80	0
02200 Retirement Contributions	0	0	724	0
02300 Life and Health Insurance	0	0	833	0
03400 Other Contractual Services	0	0	7,530	0
04200 Freight and Postage	380	0	2,440	0
04611 Building Repair and Maintenance	6,226	0	1,111	0
05179 Other Equipment \$1000-\$4999.99	17,191	0	0	0
05199 Other Non-Capital Equipment	334	0	41,159	0
05900 Depreciation	173,995	0	0	0
06200 Buildings	0	0	9,796	0
06300 Improvements Other Than Buildings	213,267	200,000	204,171	0
06301 Improve Other Than Bldgs Prof Serv	0	0	981	0
06400 Furniture and Equipment	179,955	284,900	191,235	0
<b>Total Expenses</b>	<b>591,348</b>	<b>484,900</b>	<b>466,103</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
3102 Other County Capital Projects	-384,508	0	-110,375	0
3107 2019 Construction Project (Bond)	0	0	8,750	0
3207 Pks Dev Prog - 1/2 Disc Sales Tax	105,336	0	77,071	0
4501 Martin County Golf Course	173,995	0	0	0
31100 Ad Valorem Taxes	695,999	484,900	489,973	0
31101 Ad Valorem Taxes-Delinquent	432	0	589	0
36100 Interest Earnings	94	0	95	0
<b>Total Revenues</b>	<b>591,348</b>	<b>484,900</b>	<b>466,103</b>	<b>0</b>

**Expenditure Line Item Summation**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Capital Improvement Plan  
Miscellaneous**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	0	0	1,657	0
09902 Budget Reserves/ Capital Outlay	0	137,048	0	0
<b>Total Expenses</b>	<b>0</b>	<b>137,048</b>	<b>1,657</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1552 Tourist Development	0	137,048	0	0
1576 Art in Public Places	0	0	1,657	0
<b>Total Revenues</b>	<b>0</b>	<b>137,048</b>	<b>1,657</b>	<b>0</b>

**Expenditure Line Item Summation**

None

**Commission MSTU**

<b>Commission MSTU Program Chart</b> Total Full-Time Equivalents (FTE) = 0.0
---

<b>District One MSTU</b>
<b>District Two MSTU</b>
<b>District Three MSTU</b>
<b>District Four MSTU</b>
<b>District Five MSTU</b>

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0 %</b>
<b>Total Budget Dollars</b>	<b>95,109</b>	<b>634,971</b>	<b>951,884</b>	<b>316,913</b>	<b>49.91 %</b>

### Commission MSTU

**Introduction**

Under Florida State Statute 125.01(q), the Board of County Commissioners has the power to establish Municipal Service Taxing Units (MSTU), which are adopted by ordinance for specific areas, encompassing the boundaries which the Commissioners represent. The revenues collected within the Commission MSTUs are used for projects which are not captured within the other departments of the County. They are localized by design and primarily benefit the taxpayers within a specific MSTU.

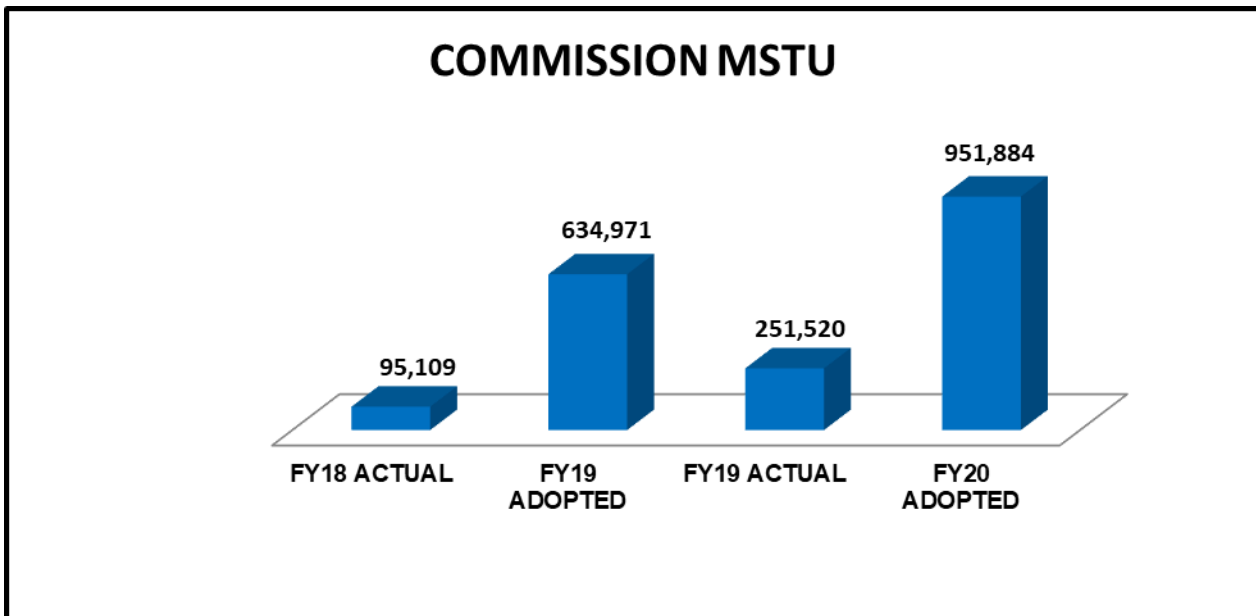
**Key Issues and Trends**

As a result of the economic downturn, beginning in FY 2010, the Board of County Commissioners elected not to levy taxes in the Commissioner District MSTUs. As of FY18 the Board approved reinstating these taxes for District One, District Three and District Five. For FY20 these taxes are being reinstated for District Two.

As per the County Fiscal Policy adopted October 5, 2015 the other revenue sources collected in the Commissioner District MSTUs have been reallocated to the operating accounts for the intended use.

**Program Summary**

Program	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
District One MSTU	0	242,676	0	292,684
District Two MSTU	8,669	0	23,274	211,125
District Three MSTU	8,214	195,895	82,194	201,670
District Four MSTU	1,500	0	5,200	0
District Five MSTU	76,725	196,400	140,851	246,405
<b>Total Expenses</b>	<b>95,109</b>	<b>634,971</b>	<b>251,520</b>	<b>951,884</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Commission MSTU**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	0	0	28,342	0
04200 Freight and Postage	20	0	30	0
04611 Building Repair and Maintenance	6,958	0	0	0
04700 Printing and Binding	0	0	216	0
04900 Other Current Charges	0	0	8,878	0
05179 Other Equipment \$1000-\$4999.99	0	0	7,978	0
05195 Non-Capital Computer Equipment	530	0	0	0
05199 Other Non-Capital Equipment	2,243	0	4,891	0
05200 Operating Supplies	5,188	0	1,347	0
06300 Improvements Other Than Buildings	8,669	634,971	23,274	951,884
06600 Library Books and Publications	0	0	4,989	0
08200 Aid To Private Organizations	71,500	0	171,575	0
<b>Total Expenses</b>	<b>95,109</b>	<b>634,971</b>	<b>251,520</b>	<b>951,884</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1101 District One MSTU	0	242,676	0	292,684
1102 District Two MSTU	8,669	0	23,274	211,125
1103 District Three MSTU	8,214	195,895	82,194	201,670
1104 District Four MSTU	1,500	0	5,200	0
1106 District Five MSTU	76,725	196,400	140,851	246,405
<b>Total Revenues</b>	<b>95,109</b>	<b>634,971</b>	<b>251,520</b>	<b>951,884</b>

**Commission MSTU  
District One MSTU**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
06300 Improvements Other Than Buildings	0	242,676	0	292,684
<b>Total Expenses</b>	<b>0</b>	<b>242,676</b>	<b>0</b>	<b>292,684</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1101 District One MSTU	0	242,676	0	292,684
<b>Total Revenues</b>	<b>0</b>	<b>242,676</b>	<b>0</b>	<b>292,684</b>

**Accounts of Interest**

06300 - Change due to CRA contribution adjustment. Miscellaneous District One projects.

**Significant Changes**

None

**Commission MSTU  
District Two MSTU**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
06300 Improvements Other Than Buildings	8,669	0	23,274	211,125
<b>Total Expenses</b>	<b>8,669</b>	<b>0</b>	<b>23,274</b>	<b>211,125</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1102 District Two MSTU	8,669	0	23,274	211,125
<b>Total Revenues</b>	<b>8,669</b>	<b>0</b>	<b>23,274</b>	<b>211,125</b>

**Accounts of Interest**

06300 – Miscellaneous District Two projects.

**Significant Changes**

For FY20 these taxes are being reinstated for District Two.



**Commission MSTU  
District Three MSTU**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	0	0	15,442	0
04611 Building Repair and Maintenance	6,958	0	0	0
04900 Other Current Charges	0	0	5,678	0
05199 Other Non-Capital Equipment	1,256	0	0	0
06300 Improvements Other Than Buildings	0	195,895	0	201,670
08200 Aid To Private Organizations	0	0	61,075	0
<b>Total Expenses</b>	<b>8,214</b>	<b>195,895</b>	<b>82,194</b>	<b>201,670</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1103 District Three MSTU	8,214	195,895	82,194	201,670
<b>Total Revenues</b>	<b>8,214</b>	<b>195,895</b>	<b>82,194</b>	<b>201,670</b>

**Accounts of Interest**

06300 - Change due to CRA contribution adjustment. Miscellaneous District Three projects.

**Significant Changes**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Commission MSTU  
District Four MSTU**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
04900 Other Current Charges	0	0	3,200	0
08200 Aid to Private Organizations	1,500	0	2,000	0
<b>Total Expenses</b>	<b>1,500</b>	<b>0</b>	<b>5,200</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1104 District Four MSTU	1,500	0	5,200	0
<b>Total Revenues</b>	<b>1,500</b>	<b>0</b>	<b>5,200</b>	<b>0</b>

**Accounts of Interest**

None

**Significant Changes**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Commission MSTU  
District Five MSTU**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	0	0	12,900	0
04200 Freight and Postage	20	0	30	0
04700 Printing and Binding	0	0	216	0
05179 Other Equipment \$1000-\$4999.99	0	0	7,978	0
05195 Non-Capital Computer Equipment	530	0	0	0
05199 Other Non-Capital Equipment	987	0	4,891	0
05200 Operating Supplies	5,188	0	1,347	0
06300 Improvements Other Than Buildings	0	196,400	0	246,405
06600 Library Books and Publications	0	0	4,989	0
08200 Aid To Private Organizations	70,000	0	108,500	0
<b>Total Expenses</b>	<b>76,725</b>	<b>196,400</b>	<b>140,851</b>	<b>246,405</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1106 District Five MSTU	76,725	196,400	140,851	246,405
<b>Total Revenues</b>	<b>76,725</b>	<b>196,400</b>	<b>140,851</b>	<b>246,405</b>

**Accounts of Interest**

06300 - Change due to CRA contribution adjustment. Miscellaneous District Five projects.

**Significant Changes**

None

**Office of Community Development**

**Office of Community Development  
Program Chart**  
Total Full-Time Equivalents (FTE) = 5.00

**Community Redevelopment Administration**  
Total Full Time Equivalents (FTE) = 5

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
Total FTE	4.00	5.00	5.00	.00	0 %
Total Budget Dollars	369,895	454,726	480,748	26,022	5.72 %

**Office of Community Development**

**Introduction**

The Office of Community Development works to advance many of the County's strategic goals at the federal, state, and community level, while building diverse partnerships.

Community Development coordinates the work of the Martin County Community Redevelopment Agency's (CRAs) six redevelopment areas, Jensen Beach, Rio, Old Palm City, Golden Gate, Port Salerno, and Hobe Sound. Staff works with six Neighborhood Advisory Committees who advise the Community Redevelopment Agency on projects in accordance with each area's adopted Community Redevelopment Plan and assists the residents and citizens in each of these neighborhoods realize this vision.

Staff continually seeks partnerships with various County departments and other agencies to advance Board of County Commissioners (BOCC) objectives and priorities and the adopted Community Redevelopment Plans in the six CRAs. The focus of the division is centered on a pro-active mindset that is intent on getting the highest value available through leveraging and multiplying resources and working collaboratively to achieve goals.

The Office of Community Development also manages the countywide Art in Public Places program which seeks to enhance the quality of the visual environment in the Martin County community through the aesthetic enrichment of public art.

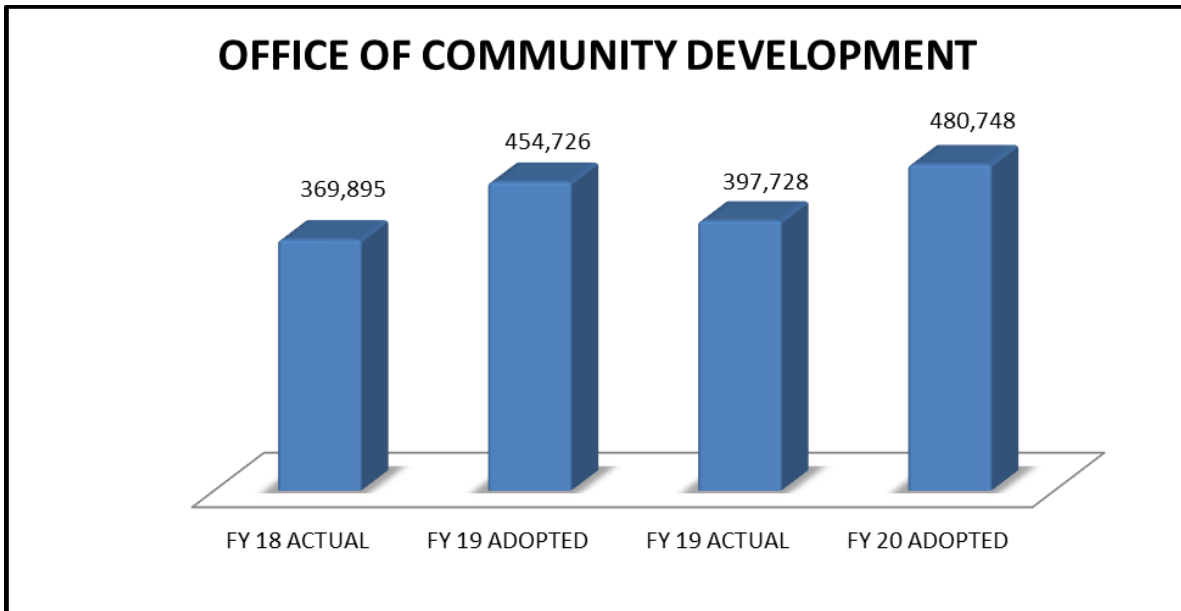
**Key Issues and Trends**

The Office of Community Development's efforts will continue to be directed towards projects and partnerships that will protect and improve our community through neighborhood redevelopment and advancement of the County's priorities.

The Community Redevelopment Agency continues to focus on the advancement of infrastructure related projects throughout all six CRA areas, including large roadway enhancements, as well as the update of all six CRA Land Development Regulations. This will boost investment by the private sector, which increases economic development including job creation, new housing opportunities, small business growth and hence, the realization of the vision of each Community Redevelopment Plan.

**Program Summary**

Program	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
Community Redevelopment Administration	369,895	454,726	397,728	480,748
<b>Total Expenses</b>	<b>369,895</b>	<b>454,726</b>	<b>397,728</b>	<b>480,748</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Office of Community Development**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	232,189	270,241	277,210	306,742
01501 Cell Phone Stipend	1,419	900	900	900
01504 Class C Meal Reimbursement	78	0	93	0
02101 FICA	13,710	16,755	16,473	19,018
02102 Medicare	3,206	3,920	3,853	4,448
02200 Retirement Contributions	18,603	22,322	23,059	21,027
02300 Life and Health Insurance	50,990	69,988	49,932	44,313
03100 Professional Services	18,730	20,000	9,000	20,000
03400 Other Contractual Services	19,308	5,300	3,369	15,300
03412 It Hosting Service	0	0	0	500
04002 Travel and Per Diem/Educational	2,093	5,200	2,432	5,200
04200 Freight and Postage	83	2,500	87	2,500
04400 Rentals and Leases	0	0	384	0
04401 Rentals and Leases/Pool Vehicles	840	1,200	1,660	1,200
04402 Rentals and Leases/Copier Leases	1,605	2,000	1,532	2,000
04612 Software Maintenance	0	0	0	1,000
04614 Hardware Maintenance	0	0	284	0
04700 Printing and Binding	0	2,100	574	2,100
04800 Promotional Activities	0	3,500	0	15,500
04900 Other Current Charges	302	350	193	350
05100 Office Supplies	375	700	306	700
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,347	0
05195 Non-Capital Computer Equipment	0	0	924	0
05199 Other Non-Capital Equipment	369	0	160	0
05200 Operating Supplies	404	2,500	1,701	6,200
05207 Computer Supplies	0	0	174	0
05208 Software Licenses	0	0	0	2,500
05210 Food	19	0	0	0
05400 Publications and Memberships	1,170	1,000	175	1,000
05402 Publications/Subscriptions	0	250	0	250
05500 Training	4,401	4,000	1,906	8,000
06410 Vehicles - Fleet Maintenance	0	20,000	0	0
<b>Total Expenses</b>	<b>369,895</b>	<b>454,726</b>	<b>397,728</b>	<b>480,748</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	0	0	0	3,700
1576 Art In Public Places	0	0	0	10,000
62034 Community Development Administratio	369,895	454,726	397,728	467,048
<b>Total Revenues</b>	<b>369,895</b>	<b>454,726</b>	<b>397,728</b>	<b>480,748</b>

**Office of Community Development  
Community Redevelopment Administration**

**Mission Statement**

The Martin County's Community Redevelopment Agency (CRA) is revitalizing and restoring neighborhoods and town centers of the Martin County CRA areas. We are dedicated to maintaining the unique character of our communities by encouraging sustainable economic investments, promoting walkability and livability, and working collaboratively with the Neighborhood Advisory Committees and Martin County Board of County Commissioners to advance the future health and success of our communities.

**Vision**

We envision economically and environmentally sound CRA areas with safe, healthy neighborhoods and vibrant town centers; a network of well-planned, interconnected parks, public open spaces, and complete streets; a full spectrum of high-quality housing that accommodates all walks of life; well-designed community infrastructure; and successful redevelopment that celebrates the distinctive identity and community character of each area and contributes to the overall sustainability of Martin County.

**Values**

<b>INNOVATION</b>	To implement unique and creative projects by leveraging public and private financial and regulatory resources through effective partnerships.
<b>COLLABORATION</b>	To collaborate with the Martin County BOCC, Community Development Staff, Neighborhood Advisory Committees and other public and private partners to achieve mutually agreed-upon goals that provide County-wide benefit.
<b>CONSISTENCY</b>	To consistently implement codes, policies, and regulatory actions in a streamlined manner that provides predictability and expedites redevelopment and reinvestment.
<b>SUSTAINABILITY</b>	To encourage a mix of vibrant town centers, with well-designed housing, quality public spaces, and strong multi-modal interconnectivity, that are economically successful and accommodate all walks of life.
<b>STEWARDSHIP</b>	To protect, improve, and enhance the distinctive environmental, historical, cultural, and social resources unique to each CRA district.

**Services Provided**

Administration of the six Community Redevelopment Agency areas, grants and partnership development in the CRAs and countywide community outreach, and project coordination.

**Office of Community Development  
Community Redevelopment Administration**

**Goals and Objectives**

- Provide staff support to the Community Redevelopment Agency
- Enhance outreach to residents, businesses and stakeholders in the redevelopment areas for input and collaboration
- Implement and manage project partnerships within the Community Redevelopment Areas (CRA)
- Monitor and report on the implementation of the CRA Plans
- Seek, apply for and manage contracts in relation to grants and other funding sources in CRAs and countywide
- Provide guidance on redevelopment projects within the CRA
- Identify viable projects which will have immediate and long-term positive effects within the redevelopment areas
- Implementation of projects in a feasible, cost-effective and timely manner
- Assist in the provision of Affordable Housing through innovative partnerships

**Benchmarks**

- Martin County's Community Redevelopment Areas are undergoing a renewed focus on core infrastructure needs long identified in each CRA
- Projects are being closely coordinated across county departments
- The Office's recent restructuring provides opportunities for new funding partnerships and may present a new model for community redevelopment statewide
- Other counties will benchmark against Martin County's CRA program as evidenced by requests for information and presentations from other counties and professional redevelopment organizations

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
CRA-Building Permits Granted	#	N/A	1,000.00	1,248.00	1,100.00

**Outcomes**

Redevelopment of existing areas will result in citizen empowerment, well-planned and sustainable older communities, infill development within the urban service boundary, increased property values within the CRA areas, improved economic opportunities, and improved quality of life for residents.

**Staffing Summary**

Job Title	FY2019	FY2020
Community Development Manager	1	1
Project Manager	3	2
Senior Project Manager	1	1
Administrative Specialist III	1	1
<b>Total FTE</b>	<b>5</b>	<b>5</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Office of Community Development  
Community Redevelopment Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	232,189	270,241	277,210	306,742
01501 Cell Phone Stipend	1,419	900	900	900
01504 Class C Meal Reimbursement	78	0	93	0
02101 FICA	13,710	16,755	16,473	19,018
02102 Medicare	3,206	3,920	3,853	4,448
02200 Retirement Contributions	18,603	22,322	23,059	21,027
02300 Life and Health Insurance	50,990	69,988	49,932	44,313
03100 Professional Services	18,730	20,000	9,000	20,000
03400 Other Contractual Services	19,308	5,300	3,369	15,300
03412 IT Hosting Service	0	0	0	500
04002 Travel and Per Diem/Educational	2,093	5,200	2,432	5,200
04200 Freight and Postage	83	2,500	87	2,500
04400 Rentals and Leases	0	0	384	0
04401 Rentals and Leases/Pool Vehicles	840	1,200	1,660	1,200
04402 Rentals and Leases/Copier Leases	1,605	2,000	1,532	2,000
04612 Software Maintenance	0	0	0	1,000
04614 Hardware Maintenance	0	0	284	0
04700 Printing and Binding	0	2,100	574	2,100
04800 Promotional Activities	0	3,500	0	15,500
04900 Other Current Charges	302	350	193	350
05100 Office Supplies	375	700	306	700
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,347	0
05195 Non-Capital Computer Equipment	0	0	924	0
05199 Other Non-Capital Equipment	369	0	160	0
05200 Operating Supplies	404	2,500	1,701	6,200
05207 Computer Supplies	0	0	174	0
05208 Software Licenses	0	0	0	2,500
05210 Food	19	0	0	0
05400 Publications and Memberships	1,170	1,000	175	1,000
05402 Publications/Subscriptions	0	250	0	250
05500 Training	4,401	4,000	1,906	8,000
06410 Vehicles - Fleet Maintenance	0	20,000	0	0
<b>Total Expenses</b>	<b>369,895</b>	<b>454,726</b>	<b>397,728</b>	<b>480,748</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	0	0	0	3,700
1576 Art in Public Places	0	0	0	10,000
62034 Community Development Administration	369,895	454,726	397,728	467,048
<b>Total Revenues</b>	<b>369,895</b>	<b>454,726</b>	<b>397,728</b>	<b>480,748</b>

**Office of Community Development  
Community Redevelopment Administration**

**Accounts of Interest**

- 03100 - Residential/commercial capacity studies and traffic/transportation engineering analysis throughout CRAs as needed.
- 03400 - Services for Art in Public Places providing Documentation, Maintenance and Conservation moved to the Office of Community Development. Transcription services for CRA meetings; MCTV billing for CRA meeting.
- 03412 - Software services for Office of Community Development.
- 04612 - Software maintenance services for Accela software.
- 04800 - Additional CRA communication and outreach.
- 05200 - Increase for Historical Preservation Board. Increase to reflect actual event materials and supplies for the CRA.
- 05208 - Increase for Accela software license.

**Significant Changes**

There are no significant program changes.

**County Attorney**

**County Attorney  
Program Chart**  
Total Full-Time Equivalents (FTE) = 8.00

**County Attorney Operations**  
Total Full Time Equivalents (FTE) = 8

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
Total FTE	10.00	10.00	8.00	-2.00	-20 %
Total Budget Dollars	1,066,057	1,245,891	1,266,976	21,085	1.69 %

## County Attorney

### **Introduction**

The Office of the County Attorney provides legal services and legal advice to the Board of County Commissioners and represents Martin County in a wide variety of settings and proceedings where legal representation is necessary or advisable. The Office of the County Attorney also provides legal services and legal advice to County departments and staff, to the various County Constitutional Officers, the Metropolitan Planning Organization, and to many of the Boards and Committees established by the Board of County Commissioners.

The amount and variety of legal matters handled by the Office of the County Attorney are more similar to what is common among the larger, more urbanized counties along the southeast Florida coast than to what is common in other counties of similar size in more rural parts of the State.

Significant areas of practice are:

- Advising individual County Commissioners on legal matters and serving as legal counsel during their meetings
- Assisting with the drafting of County ordinances and resolutions
- Serving as legal counsel for appointed committees, boards, and task forces
- Advising County staff on the legal aspects of County business
- Drafting or reviewing County contracts and other legal documents
- Representing the County in litigation, both in trial and appellate court and in administrative proceedings resolving conflicts
- Solving issues and controversies involving growth management, land use, economic development and intergovernmental relations

### **Key Issues and Trends**

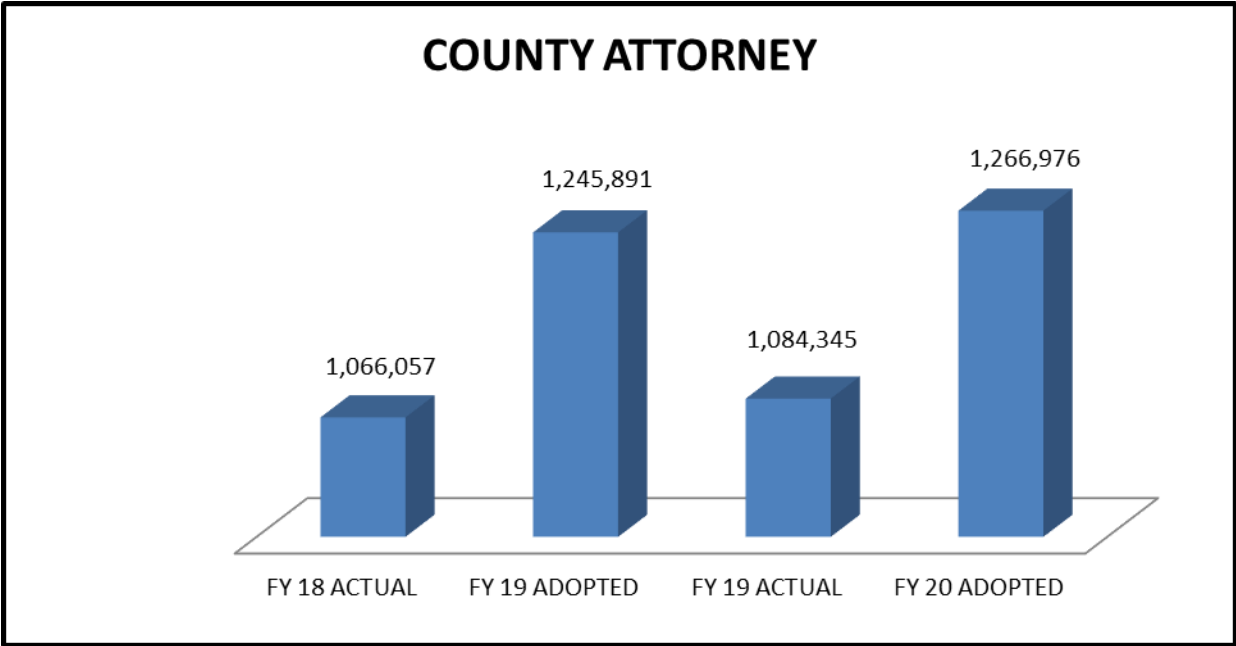
The following key issues and trends will require legal services for the upcoming fiscal year:

- Supporting the Strategic Goals of the Board of County Commissioners:
  - economic development--planning, implementation and monitoring
  - natural resources/environment
  - internal policies and procedures
  - infrastructure
  - growth management
- Litigation regarding matters not covered by TRICO, such as contract claims, comprehensive plan amendments, and land use decisions
- Risk assessment regarding tort cases covered by TRICO
- Assist in developing policies that relate to the County's real estate holdings
- Legal support for Inlet Maintenance/Dredging issues
- Implementation of Board directed cooperation with agencies and governments using Interlocal Agreements and Memoranda of Understanding
- Implementation of Board direction concerning Airport long range planning and regulations
- Support Board policy direction
- Provide legal support for implementation of Board direction regarding proposed Fire Rescue consolidation

County Attorney

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
County Attorney Operations	1,066,057	1,245,891	1,084,345	1,266,976
<b>Total Expenses</b>	<b>1,066,057</b>	<b>1,245,891</b>	<b>1,084,345</b>	<b>1,266,976</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**County Attorney**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01100 Executive Salaries	184,035	159,650	92,308	165,000
01200 Regular Salaries	598,609	729,142	709,628	733,708
01300 Other Salaries	6,000	6,000	6,138	6,000
01501 Cell Phone Stipend	5,891	5,845	5,779	5,846
01504 Class C Meal Reimbursement	28	0	58	0
02101 FICA	42,092	50,027	45,911	50,810
02102 Medicare	11,116	12,598	11,455	12,669
02200 Retirement Contributions	77,043	90,150	82,687	111,425
02300 Life and Health Insurance	101,347	117,729	95,560	102,368
03400 Other Contractual Services	0	30,000	0	26,400
03410 Other Contractual Svcs - Staffing	137	0	0	0
04000 Travel and Per Diem	338	350	0	350
04001 Travel and Per Diem/Mandatory	567	4,000	0	1,000
04002 Travel and Per Diem/Educational	2,225	1,000	1,934	4,000
04100 Communications	23	0	111	0
04101 Communications- Cell Phones	0	0	262	600
04200 Freight and Postage	431	1,500	377	1,500
04400 Rentals and Leases	2,322	0	2,391	3,000
04401 Rentals and Leases/Pool Vehicles	160	300	90	300
04402 Rentals and Leases/Copier Leases	2,775	3,000	2,827	3,000
04611 Building Repair and Maintenance	0	0	838	0
04700 Printing and Binding	1,190	3,300	821	3,300
04900 Other Current Charges	114	1,000	277	1,000
04954 County Witness Fees	60	200	96	200
05100 Office Supplies	1,838	4,000	975	4,000
05179 Other Equipment \$1000-\$4999.99	1,466	0	0	0
05195 Non-Capital Computer Equipment	0	1,500	300	1,500
05200 Operating Supplies	30	0	0	0
05207 Computer Supplies	0	1,000	0	1,000
05208 Software Licenses	0	500	0	500
05400 Publications and Memberships	5,669	5,500	2,650	5,500
05402 Publications/Subscriptions	18,209	13,600	18,854	18,000
05403 On Line Database/Subscriptions	113	0	0	0
05500 Training	2,230	4,000	2,018	4,000
<b>Total Expenses</b>	<b>1,066,057</b>	<b>1,245,891</b>	<b>1,084,345</b>	<b>1,266,976</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,013,363	1,194,681	1,027,606	1,208,494
1110 Unincorporated MSTU	3,455	14,243	941	21,515
33512 State Revenue Sharing	12,014	11,967	11,573	11,967
34900 Other Charges For Services	37,226	25,000	44,225	25,000
<b>Total Revenues</b>	<b>1,066,057</b>	<b>1,245,891</b>	<b>1,084,345</b>	<b>1,266,976</b>

**County Attorney  
County Attorney Operations**

**Mission Statement**

Assist in the protection of the quality of life in Martin County by providing legal services that support ethical government practices.

**Services Provided**

The Office of the County Attorney provides legal services and legal advice to the Board of County Commissioners, various County Constitutional Officers, County departments, staff, the Metropolitan Planning Organization, and to many of the boards and committees established by the Board of County Commissioners. Counsel for the Board of County Commissioners predominantly focuses on the issues of growth management, land use and economic development. The County Attorney advises Commissioners on their authority and discretion, and represents the County as its attorney in all lawsuits, administrative proceedings, and appeals, except matters assigned by the Board or by law to special legal counsel. Additionally, the County Attorney reviews real estate matters, contracts, and assists in drafting ordinances and other documents of legal interest to the County.

**Goals and Objectives**

- Provide high quality work product to meet the needs of the Board of County Commissioners.
- Provide timely legal services to the Board that comprehensively review and address legal issues raised.
- Respond to the Board of County Commissioners questions as expeditiously as possible.
- Continue and expand legal support to County departments, Construction Industry Licensing Board, Code Enforcement Board, Local Planning Agency, Board of Zoning Adjustment, Metropolitan Planning Organization, Neighborhood Advisory Committees, Community Redevelopment Agency, State Housing Initiative Program, Parks and Recreation Advisory Board, Affordable Housing Advisory Committee, Library Board of Trustees, Rural Indiantown Revitalization Advisory Board, Airport Noise Advisory Committee, Historic Preservation Board, Bicycle & Pedestrian Advisory Committee, Community Health Care Review Board, Local Coordinating Board for the Transportation Disadvantaged, Tourist Development Council and Public Art Advisory Board.

**Benchmarks**

Due to the fact that so much of the role of an office of a county attorney is not routine work, the possibility for precise standards of output that would be both credible and broadly applicable is extremely limited. Nevertheless, performance standards and measures may be identified and have been established for the office's programs. Most, if not all, of the standards and measures are of wider application and could be considered in lieu of benchmarks.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Responsiveness to Commissioners	%	100.00	100.00	100.00	100.00
Responsiveness to Agenda Item Review	%	100.00	100.00	100.00	100.00
Legal Representation of County	%	100.00	100.00	100.00	100.00

**Outcomes**

The County Attorney's office will provide high quality legal services.

**County Attorney  
County Attorney Operations**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Sr. Assistant County Attorney	4	4
County Attorney	1	1
Administrative Specialist III	1	
Executive Aide	1	
Legal Assistant	1	1
Assistant County Attorney	2	1
Legal Office Administrator		1
<b>Total FTE</b>	<b>10</b>	<b>8</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**County Attorney  
County Attorney Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01100 Executive Salaries	184,035	159,650	92,308	165,000
01200 Regular Salaries	598,609	729,142	709,628	733,708
01300 Other Salaries	6,000	6,000	6,138	6,000
01501 Cell Phone Stipend	5,891	5,845	5,779	5,846
01504 Class C Meal Reimbursement	28	0	58	0
02101 FICA	42,092	50,027	45,911	50,810
02102 Medicare	11,116	12,598	11,455	12,669
02200 Retirement Contributions	77,043	90,150	82,687	111,425
02300 Life and Health Insurance	101,347	117,729	95,560	102,368
03400 Other Contractual Services	0	30,000	0	26,400
03410 Other Contractual Svcs - Staffing	137	0	0	0
04000 Travel and Per Diem	338	350	0	350
04001 Travel and Per Diem/Mandatory	567	4,000	0	1,000
04002 Travel and Per Diem/Educational	2,225	1,000	1,934	4,000
04100 Communications	23	0	111	0
04101 Communications- Cell Phones	0	0	262	600
04200 Freight and Postage	431	1,500	377	1,500
04400 Rentals and Leases	2,322	0	2,391	3,000
04401 Rentals and Leases/Pool Vehicles	160	300	90	300
04402 Rentals and Leases/Copier Leases	2,775	3,000	2,827	3,000
04611 Building Repair and Maintenance	0	0	838	0
04700 Printing and Binding	1,190	3,300	821	3,300
04900 Other Current Charges	114	1,000	277	1,000
04954 County Witness Fees	60	200	96	200
05100 Office Supplies	1,838	4,000	975	4,000
05179 Other Equipment \$1000-\$4999.99	1,466	0	0	0
05195 Non-Capital Computer Equipment	0	1,500	300	1,500
05200 Operating Supplies	30	0	0	0
05207 Computer Supplies	0	1,000	0	1,000
05208 Software Licenses	0	500	0	500
05400 Publications and Memberships	5,669	5,500	2,650	5,500
05402 Publications/Subscriptions	18,209	13,600	18,854	18,000
05403 On Line Database/Subscriptions	113	0	0	0
05500 Training	2,230	4,000	2,018	4,000
<b>Total Expenses</b>	<b>1,066,057</b>	<b>1,245,891</b>	<b>1,084,345</b>	<b>1,266,976</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,013,363	1,194,681	1,027,606	1,208,494
1110 Unincorporated MSTU	3,455	14,243	941	21,515
33512 State Revenue Sharing	12,014	11,967	11,573	11,967
34900 Other Charges for Services	37,226	25,000	44,225	25,000
<b>Total Revenues</b>	<b>1,066,057</b>	<b>1,245,891</b>	<b>1,084,345</b>	<b>1,266,976</b>

**County Attorney  
County Attorney Operations**

**Accounts of Interest**

- 03400 - Decrease (\$3,600) due to \$3,000 moved to #04400 to cover archives management costs and \$600 moved to #04101 to cover cell phone costs. This line item consists of miscellaneous in-house litigation expenses incurred in complex cases such as expert witness fees, County witness fees, and mediation costs.
- 04001 - Decrease (\$3,000) due to dollars moved to correct account #04002.
- 04002 - Dollars moved from #04001 to reflect proper account number.
- 04101 - Increase for attorney cell phone. Previously was paid as cell phone stipend. Dollars moved from #03400.
- 04400 - Increase to account for archive management costs. Dollars moved from #03400.
- 05402 - Increase (\$4,400) to reflect actual cost for County Attorney's law resources.

**Significant Changes**

During FY19, an Administrative Specialist III position was transferred to Human Resources and an Assistant County Attorney position was transferred to the Growth Management Department.

**Fire Rescue**

<b>Fire Rescue Program Chart</b> Total Full-Time Equivalents (FTE) = 382.00
--

<b>Emergency Management</b> Total Full Time Equivalents (FTE) = 2.75
<b>Nuclear Planning</b> Total Full Time Equivalents (FTE) = 2.25
<b>Fire Rescue Communications</b> Total Full Time Equivalents (FTE) = 15
<b>Ocean Rescue</b> Total Full Time Equivalents (FTE) = 21
<b>Fire Prevention</b> Total Full Time Equivalents (FTE) = 5
<b>Fire Rescue Administration</b> Total Full Time Equivalents (FTE) = 7
<b>Operations</b> Total Full Time Equivalents (FTE) = 316
<b>Fleet Services and Logistics</b> Total Full Time Equivalents (FTE) = 7
<b>Special Operations</b> Total Full Time Equivalents (FTE) = 6

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	353.00	353.00	382.00	29.00	8 %
<b>Total Budget Dollars</b>	43,448,575	43,763,556	47,690,229	3,926,673	8.97 %

**Fire Rescue**

**Introduction**

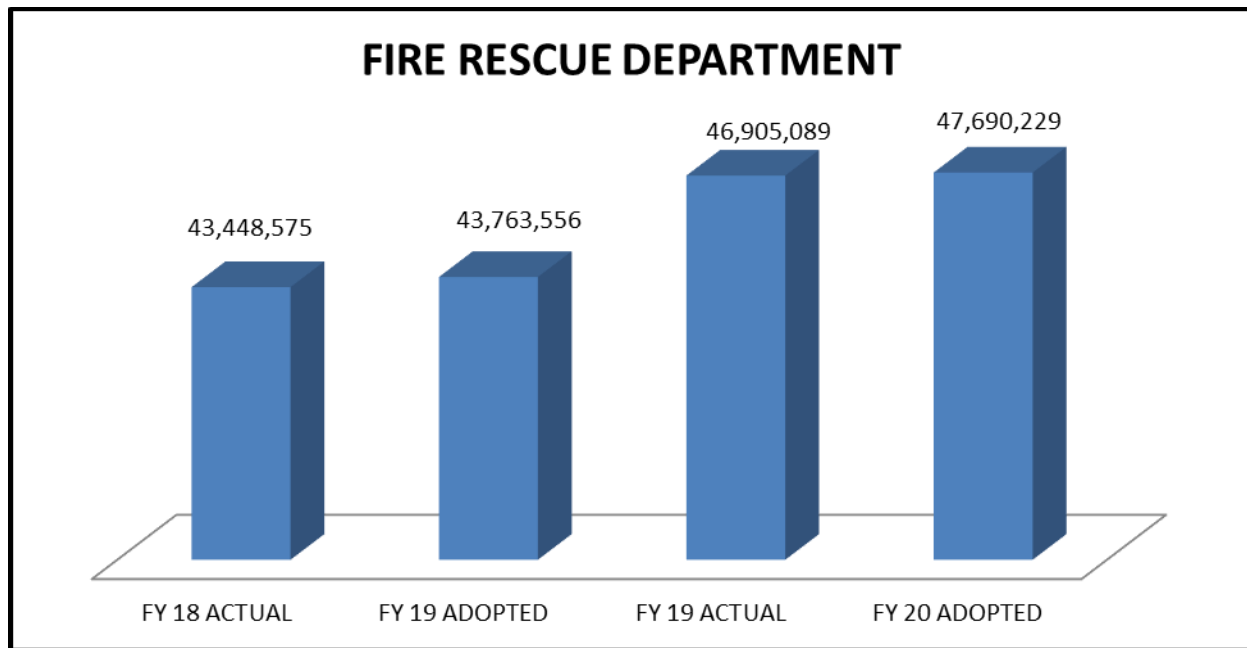
The department mission is to protect lives, property, and the environment with safety, integrity, and excellence. Fire Rescue is comprised of three major divisions each of which provides an essential emergency service for the citizens: Emergency Management, Operations, and Administration. Each of these areas provide for the routine emergency needs of the public on a daily basis, as well as for maintaining readiness to deliver immediate action in a man-made or natural disaster.

**Key Issues and Trends**

- Revenue shortfalls and the impact on services and workload
- Maintenance of current capital infrastructure
- Replace aging vehicles and rolling stock
- Seek efficiencies in service delivery

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Emergency Management	337,295	208,427	351,046	296,269
Nuclear Planning	247,988	182,318	304,123	191,220
Fire Rescue Communications	1,067,657	1,067,279	1,110,945	1,109,681
Ocean Rescue	1,322,442	1,445,555	1,475,502	1,596,313
Fire Prevention	444,245	471,204	499,313	493,102
Fire Rescue Administration	760,380	891,940	839,140	903,870
Operations	36,183,871	36,256,903	39,066,795	39,703,661
Fleet Services and Logistics	631,185	664,604	718,843	769,930
Special Operations	2,453,513	2,575,326	2,539,381	2,626,183
<b>Total Expenses</b>	<b>43,448,575</b>	<b>43,763,556</b>	<b>46,905,089</b>	<b>47,690,229</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	23,849,976	24,078,805	26,032,921	26,525,652
01203 Standby Pay	27,405	31,490	30,020	31,490
01204 Holiday Pay - IAFF	760,308	895,698	805,275	941,429
01209 Salaries - Special Event	52,344	0	53,233	0
01210 IAFF Station Trsf Mileage (\$10)	870	0	960	0
01300 Other Salaries	80,275	146,234	88,507	141,234
01400 Overtime	1,304,194	1,197,500	1,292,918	1,197,500
01500 Special Pay	434,944	407,250	460,167	428,830
01501 Cell Phone Stipend	9,810	10,320	11,228	12,240
01503 Tuition Reimbursement	6,456	0	0	0
02101 FICA	1,550,667	1,653,991	1,683,041	1,809,892
02102 Medicare	365,988	387,425	397,282	423,699
02200 Retirement Contributions	5,687,556	5,992,986	6,448,138	6,747,226
02300 Life and Health Insurance	4,431,642	4,578,978	4,604,188	4,837,016
02600 Salary/Fringe Chargebacks	-43,049	-50,000	-17,920	-50,000
03100 Professional Services	68,874	0	3,080	0
03101 Professional Services - IT	21,711	0	14,200	0
03400 Other Contractual Services	1,687,390	1,693,549	1,740,931	1,732,549
03409 Mowing & Landscaping Services	96,986	94,857	97,299	94,857
03410 Other Contractual Svs - Staffing	11,828	0	16,112	0
04000 Travel and Per Diem	7,820	0	3,103	0
04002 Travel and Per Diem/Educational	7,136	1,000	15,827	4,750
04100 Communications	4,474	8,170	1,622	8,170
04101 Communications- Cell Phones	6,854	3,240	10,656	14,440
04104 Communications-Data/Wireless Svc	42,039	24,000	42,354	27,060
04200 Freight and Postage	8,462	9,500	10,671	9,500
04300 Utility Services	7,414	6,500	6,453	6,500
04301 Electricity	139,309	150,228	146,652	150,228
04303 Water/Sewer Services	72,485	70,570	74,404	70,570
04304 Garbage/Solid Waste Services	11,445	12,955	11,827	12,955
04400 Rentals and Leases	40,398	36,502	43,931	37,422
04402 Rentals and Leases/Copier Leases	5,801	5,835	5,613	5,835
04600 Repairs and Maintenance	765,645	574,505	664,828	574,505
04610 Vehicle Repair and Maintenance	62,204	27,306	47,001	27,306
04611 Building Repair and Maintenance	128,823	158,100	125,049	160,600
04612 Software Maintenance	0	0	135	0
04614 Hardware Maintenance	8,575	0	8,575	0
04700 Printing and Binding	18,727	1,200	15,087	1,700
04800 Promotional Activities	3,560	7,000	8,795	7,000
04900 Other Current Charges	14,115	4,400	13,885	7,700
04901 Indirect Costs	14,991	0	14,991	0
04910 Fleet Replacement Charge	97,738	102,713	103,568	161,875
05100 Office Supplies	19,189	19,850	21,449	19,850
05175 Computer Equipment \$1,000-\$4999.99	9,240	0	10,818	0
05179 Other Equipment \$1000-\$4999.99	20,559	23,800	61,157	23,800
05195 Non-Capital Computer Equipment	48,114	15,500	54,922	16,500
05199 Other Non-Capital Equipment	47,989	45,487	106,547	45,487
05200 Operating Supplies	372,761	431,481	482,543	476,481
05204 Fuel	347,651	336,052	366,437	336,052
05207 Computer Supplies	0	0	746	0
05208 Software Licenses	23,694	250	3,583	250

Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue**

**Expenditures and Revenues (cont.)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 TENTATIVE</b>
05210 Food	832	0	1,313	0
05211 Software Services	37,676	0	12,995	0
05213 Medical Supplies	441,200	408,200	455,941	448,200
05400 Publications and Memberships	3,877	1,695	3,723	2,695
05402 Publications/Subscriptions	0	297	0	297
05500 Training	71,749	118,137	114,515	118,887
06200 Buildings	23,208	0	0	0
06400 Furniture and Equipment	24,673	40,000	33,661	40,000
06401 Computer Equipment	9,091	0	0	0
06410 Vehicles - Fleet Maintenance	67,402	0	34,139	0
08300 Other Grants and Aids	5,483	0	3,995	0
<b>Total Expenses</b>	<b>43,448,575</b>	<b>43,763,556</b>	<b>46,905,089</b>	<b>47,690,229</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	3,926,886	4,236,877	4,220,716	4,505,319
1110 Unincorporated MSTU	259,894	291,204	286,222	313,102
1120 Consolidated Fire/Ems	32,126,938	32,511,442	31,682,795	33,207,210
13734 Haz Mat FY18	-4,013	0	4,013	0
13764 Florida EMS Trust FY17	2,874	0	5,436	0
13765 Florida EMS Trust FY18	-5,886	0	5,856	0
13766 Florida EMS Trust FY19	0	0	-52	0
13975 Radiological Emg Plan 10/08-9/10	-168,392	182,318	378,222	191,220
33120 Federal Grants/Public Safety	61,405	0	1,235,352	1,170,835
33420 State Grants/Public Safety	134,624	39,615	132,098	101,523
33521 State Shared Rev / FF Suppl Comp	103,547	100,000	155,499	100,000
33720 Local Grants/Public Safety	416,380	0	-74,099	0
34220 Fire Protection Services	-101	0	844,806	760,570
34250 Protective Inspection Fees	156,318	160,000	178,177	160,000
34260 Ambulance Fees	5,131,039	5,100,000	6,130,480	5,300,000
34261 Ambulance Fees-Pemt/Indgt Transport	0	100	0	100
34290 Other Public Safety Fees	1,226,645	1,118,000	1,215,151	1,133,000
34900 Other Charges For Services	28,033	20,000	23,404	20,000
36100 Interest Earnings	35	0	57	0
36400 Disposition of Fixed Assets	0	0	4,810	0
36600 Contributions/Private Sources	38,265	0	2,000	0
36900 Other Miscellaneous Revenues	14,085	4,000	91,946	4,000
36910 Insurance Proceeds/Refunds	0	0	1,035	0
811120 Transfer From Fund 1120	0	0	381,164	723,350
<b>Total Revenues</b>	<b>43,448,575</b>	<b>43,763,556</b>	<b>46,905,089</b>	<b>47,690,229</b>

**Fire Rescue  
Emergency Management**

**Mission Statement**

The Emergency Management Agency prepares for, responds to, ensures recovery from, and lessens the effects of all hazards affecting Martin County.

**Services Provided**

- Improve preparedness through exercise of critical emergency support functions.
- Maintain readiness of all hazard comprehensive emergency preparedness planning.
- Enhance coordination of resources through successful completion of Emergency Management Preparedness Grant scope of work.
- Enhance integrated countywide emergency communications system.
- Ensure National Incident Management System compliance.
- Provide for continuing expansion/growth and upgrade of the special needs program.

**Goals and Objectives**

- Countywide Emergency Management program.
- State mandated full time program for counties with population over 50,000.
- Local Hazard Mitigation Strategy.
- Coordinate Community Emergency Response Team (CERT) program.
- Administer the State Mandated Special Needs program.
- Health Facility Emergency Plan Review program.
- Development Review program.
- Homeland Security Mandate for critical facility planning and Anti-Terrorism annex.
- State Mandated development and maintenance of Comprehensive Emergency Management Plan (CEMP).
- Federal and State requirements for local mitigation strategy.
- Schedule workshops and exercises to enhance communications with the local media, community associations, and businesses.
- Provide functional testing of operational facilities and equipment to maintain efficient position of readiness.
- Explore new technology development of emergency communication systems for cost efficiency and added effectiveness.
- Promote early voluntary registration of residents needing assistance from the special needs program.

**Benchmarks**

Maintain maximum availability of community emergency program functions with a staffing ratio of 2 to 150,000; one of the lowest ratios of emergency planner to population in the state of Florida.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Public Education	#	2,548.00	1,200.00	6,937	4,500
NIMS Compliance	%	100.00	100.00	100.00	100.00

**Outcomes**

Employees of Martin County will effectively be able to offer assistance and emergency response to the wide scope of hazards that threaten the community and residents effectively.

**Fire Rescue  
Emergency Management**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Principal Planner	1	
Emergency Mgmt Director	.75	.75
Emergency Management Coordinator		2
<b>Total FTE</b>	<b>1.75</b>	<b>2.75</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue  
Emergency Management**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	135,719	127,500	119,493	189,125
01500 Special Pay	381	0	0	0
01501 Cell Phone Stipend	628	840	711	840
02101 FICA	7,841	7,905	7,033	11,726
02102 Medicare	1,888	1,850	1,645	2,742
02200 Retirement Contributions	13,953	10,531	9,949	16,019
02300 Life and Health Insurance	21,198	27,951	23,302	43,967
02600 Salary/Fringe Chargebacks	0	0	0	0
03101 Professional Services - IT	266	0	12,240	0
03400 Other Contractual Services	174	0	119	0
04000 Travel and Per Diem	2,623	0	1,783	0
04002 Travel and Per Diem/Educational	752	500	6,273	500
04100 Communications	1,620	0	686	0
04101 Communications- Cell Phones	0	0	3,899	0
04104 Communications-Data/Wireless Svc	26,039	24,000	34,645	24,000
04200 Freight and Postage	1,025	300	166	300
04402 Rentals and Leases/Copier Leases	1,578	2,800	1,578	2,800
04600 Repairs and Maintenance	0	0	110	0
04610 Vehicle Repair and Maintenance	229	500	190	500
04611 Building Repair and Maintenance	0	0	1,301	0
04614 Hardware Maintenance	8,575	0	8,575	0
04700 Printing and Binding	7,983	200	5,647	200
04900 Other Current Charges	119	0	0	0
04910 Fleet Replacement Charge	2,500	2,500	2,500	2,500
05100 Office Supplies	0	250	3,871	250
05175 Computer Equipment \$1,000-\$4999.99	5,801	0	5,200	0
05179 Other Equipment \$1000-\$4999.99	3,456	0	0	0
05195 Non-Capital Computer Equipment	35,602	0	41,462	0
05199 Other Non-Capital Equipment	0	0	1,342	0
05200 Operating Supplies	19,996	0	25,154	0
05204 Fuel	939	800	749	800
05208 Software Licenses	1,338	0	1,663	0
05210 Food	0	0	630	0
05211 Software Services	26,050	0	11,800	0
05213 Medical Supplies	1,688	0	0	0
05400 Publications and Memberships	485	0	484	0
05500 Training	2,301	0	16,844	0
06401 Computer Equipment	4,546	0	0	0
<b>Total Expenses</b>	<b>337,295</b>	<b>208,427</b>	<b>351,046</b>	<b>296,269</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	175,403	168,812	156,323	194,746
33120 Federal Grants/Public Safety	61,405	0	80,351	0
33420 State Grants/Public Safety	100,487	39,615	114,373	101,523
<b>Total Revenues</b>	<b>337,295</b>	<b>208,427</b>	<b>351,046</b>	<b>296,269</b>

**Accounts of Interest**

None

**Significant Changes**

One (1) additional FTE - Emergency Management Coordinator.

**Fire Rescue  
Nuclear Planning**

**Mission Statement**

Provide for the safety of the public and emergency personnel in the event of radiological incidents by designing mitigation plans, ensuring compliance with regulations, and providing education and training.

**Services Provided**

Radiological Emergency Planning develops and under emergency response situations, implements radiological emergency mitigation plans to protect the public and safeguard emergency response personnel from radiological accidents at the St. Lucie Nuclear Power Plant, and in transportation accidents involving radiological materials. Training and testing is also conducted to educate public safety personnel and ensure compliance by nuclear power plant sites.

**Goals and Objectives**

- Maintain and update Radiological Emergency Plan.
- Conduct Countywide Radiological Exercises.
- Administer Radiological Training Program.
- Public Education and Outreach.
- Monitoring of Emergency Warning Program.
- Achieve zero (0) deficiencies in the 34 exercise objectives (This may change due to anticipated changes in Federal criteria).

**Benchmarks**

The Federal Emergency Management Agency (FEMA) defines 34 objectives for response to events that may happen at a nuclear power plant. Industry standard during evaluated exercises is that FEMA will select 20 of the 34 objectives to test the plant and local government. Martin County will request an evaluation in, and successfully complete, a minimum of 21 objectives.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Radiological Equipment Availability	%	100.00	100.00	100.00	100.00
Hours of Training and Exercise	#	965.00	1,250.00	934.00	1,500.00

**Outcomes**

Operational response programs for safely handling any type of radiological emergency.

**Staffing Summary**

Job Title	FY2019	FY2020
Emergency Mgmt Director	.25	.25
Deputy Emer Mgmt Director		1
Administrative Specialist II	1	1
Deputy Director/Emergency Manager	1	
<b>Total FTE</b>	<b>2.25</b>	<b>2.25</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue  
Nuclear Planning**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	135,153	131,939	138,742	135,973
01400 Overtime	7,579	0	1,654	0
01500 Special Pay	127	0	0	0
01501 Cell Phone Stipend	591	600	600	600
02101 FICA	8,333	8,180	8,259	8,431
02102 Medicare	1,967	1,913	1,931	1,972
02200 Retirement Contributions	13,332	10,899	11,683	11,517
02300 Life and Health Insurance	26,865	26,187	26,101	26,177
03101 Professional Services - IT	133	0	1,760	0
03400 Other Contractual Services	10,111	0	13,634	0
04000 Travel and Per Diem	3,092	0	645	0
04002 Travel and Per Diem/Educational	2,399	0	3,270	0
04101 Communications- Cell Phones	48	0	48	0
04200 Freight and Postage	0	0	600	0
04402 Rentals and Leases/Copier Leases	789	0	789	0
04610 Vehicle Repair and Maintenance	915	0	492	0
04700 Printing and Binding	612	0	3,403	0
04900 Other Current Charges	0	0	370	0
04901 Indirect Costs	14,991	0	14,991	0
04910 Fleet Replacement Charge	2,600	2,600	2,600	6,550
05100 Office Supplies	499	0	1,739	0
05175 Computer Equipment \$1,000-\$4999.99	1,701	0	0	0
05195 Non-Capital Computer Equipment	595	0	3,176	0
05199 Other Non-Capital Equipment	0	0	2,934	0
05200 Operating Supplies	0	0	5,230	0
05204 Fuel	575	0	1,031	0
05210 Food	832	0	0	0
05211 Software Services	11,250	0	0	0
05400 Publications and Memberships	100	0	0	0
05500 Training	525	0	301	0
06400 Furniture and Equipment	0	0	24,000	0
06401 Computer Equipment	2,273	0	0	0
06410 Vehicles - Fleet Maintenance	0	0	34,139	0
<b>Total Expenses</b>	<b>247,988</b>	<b>182,318</b>	<b>304,123</b>	<b>191,220</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
13975 Radiological EMG Plan 10/08-9/10	-168,392	182,318	378,222	191,220
33720 Local Grants/Public Safety	416,380	0	-74,099	0
<b>Total Revenues</b>	<b>247,988</b>	<b>182,318</b>	<b>304,123</b>	<b>191,220</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Fire Rescue  
Fire Rescue Communications**

**Mission Statement**

To be a premiere provider of Fire Rescue communications services, maintain and share situational awareness and information with stakeholders, utilizing the best people, safe, consistent and predictable practices, and state-of-the-art communication and information technologies.

**Services Provided**

- Provide high performance emergency communication service to the citizens and visitors of Martin County.
- Provide information to update Computer Aided Dispatch (CAD) with protocol, street/development changes, and functionality enhancements.
- Update and create new Standard Operating Guidelines and dispatch protocols to achieve maximum efficiency.
- Increase accuracy of data collected in the dispatch center.

**Goals and Objectives**

- Earn reputation as a top-rated countywide Fire Rescue and Emergency Communications.
- 100% Emergency calls answered in 7 seconds or less.
- 90% Emergency Calls answered in 3 seconds or less.
- Promptly activate the Emergency Warning System.
- Provide effective, high performance emergency communication service delivery to the citizens and visitors of Martin County.
- Continue to provide information to update CAD with protocol, street/development changes, and functionality enhancements.
- Continue to update and create new Standard Operating Guidelines and dispatch protocols to achieve maximum efficiency.

**Benchmarks**

- Achieve 95% outstanding Customer Service rating.
- Answer 9-1-1 calls within 15 seconds 95% of the time.
- Dispatch calls within 60 seconds 95% of the time.
- Achieve 95% accuracy level of all times logged by Communications.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
E-911 Calls Answered in < 12 Seconds	%	100.00	100.00	99.00	100.00

**Outcomes**

Dispatch calls within one minute of receipt.

**Staffing Summary**

Job Title	FY2019	FY2020
Senior Telecommunicator	4	4
Telecommunications Supervisor	1	1
Emergency Medical Dispatcher	10	10
<b>Total FTE</b>	<b>15</b>	<b>15</b>

**Equipment Expenditures**

None

**Fire Rescue  
Fire Rescue Communications**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	674,654	643,620	672,543	661,380
01300 Other Salaries	0	33,000	0	33,000
01400 Overtime	99,618	90,000	128,380	90,000
01501 Cell Phone Stipend	480	480	480	480
02101 FICA	45,253	47,528	46,793	48,634
02102 Medicare	10,583	11,116	10,943	11,373
02200 Retirement Contributions	65,838	66,699	71,529	70,118
02300 Life and Health Insurance	163,165	164,370	168,921	183,730
03400 Other Contractual Services	0	450	0	450
04002 Travel and Per Diem/Educational	453	0	584	500
04101 Communications- Cell Phones	0	50	0	50
04200 Freight and Postage	0	50	229	50
04600 Repairs and Maintenance	1,080	0	1,080	0
05100 Office Supplies	1,882	0	292	0
05179 Other Equipment \$1000-\$4999.99	0	1,800	3,254	1,800
05195 Non-Capital Computer Equipment	0	0	914	0
05199 Other Non-Capital Equipment	0	0	868	0
05200 Operating Supplies	2,908	5,819	1,601	5,819
05208 Software Licenses	328	0	0	0
05402 Publications/Subscriptions	0	27	0	27
05500 Training	1,415	2,270	2,534	2,270
<b>Total Expenses</b>	<b>1,067,657</b>	<b>1,067,279</b>	<b>1,110,945</b>	<b>1,109,681</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,067,657	1,067,279	1,110,945	1,109,681
<b>Total Revenues</b>	<b>1,067,657</b>	<b>1,067,279</b>	<b>1,110,945</b>	<b>1,109,681</b>

**Accounts of Interest**

03400 - Language Line voice translation service -- charges based on minutes used.  
04002 - Travel for Emergency Medical Dispatch Certifications

**Significant Changes**

No significant program changes.

**Fire Rescue  
Ocean Rescue**

**Mission Statement**

These programs help to ensure safety by educating the public and employees, promote employee morale to support integrity and showcase excellence in the field within the levels of public service we can provide.

**Services Provided**

- Efficient, effective ocean rescue of beach patrons in distress using the latest surf rescue techniques and equipment
- Medical care to sick or injured beach patrons in compliance with Basic Life Support (BLS) standards
- Summons Advanced Life Support (ALS) assistance expeditiously for significant life-threatening situations and provide BLS support prior to ambulance arrival
- Use of preventative measures to warn of and protect the public from dangerous surf conditions, underwater obstructions, and other hazardous beach conditions
- Friendly, welcoming public assistance concerning general beach information, first aid, and basic area information
- Participation in public education events concerning beach safety, rip current awareness, and general beach ecology

**Goals and Objectives**

- Stress preventative lifesaving strategies and provide effective rescues to distressed beach patrons in the beach and open water environment
- Provide BLS assistance and emergency medical care to sick and injured beach patrons, and assistance to responding ambulance and Fire Rescue personnel upon their arrival on scene
- Provide Emergency Support Functions (ESF) services in times of natural or declared emergencies such as hurricanes, floods, and other natural disasters
- Provide staff at special needs shelters during activations to care for residents
- Provide informative and enthusiastic public education for local public relations events and school programs to increase beach safety awareness and to support professional lifeguarding

**Benchmarks**

- All Martin County Lifeguard/EMTs are to be trained under United States Lifesaving Association (USLA) guidelines and recertify as licensed professionals as required by state law and agency policy.
- Martin County Ocean Rescue upholds the highest professional standards, basing training programs and equipment standards on USLA guidelines for Advanced Agencies.
- Martin County Ocean Rescue operates under guidelines set by the U.S. Department of Transportation for pre-hospital care and the basic life support protocols approved by the Martin County Medical Director. Lifeguards performing Emergency Medical Technician (EMT) functions shall maintain identical proficiency as an EMT working on a Martin County rescue.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Transports Secondary to Water Rescue	#	33.00	25.00	34.00	30.00
Ocean Rescues	#	253.00	350.00	164.00	200.00
Public Safety Contacts/Prevents	#	22,970.00	30,000.00	32,868.00	35,000.00

**Outcomes**

No preventable loss of life on supervised Martin County beaches.

**Fire Rescue  
Ocean Rescue**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Ocean Rescue Chief	1	1
Ocean Rescue Captain	2	2
EMT/Ocean Lifeguard	16	16
Ocean Rescue Lifeguard		2
<b>Total FTE</b>	<b>19</b>	<b>21</b>

**Equipment Expenditures**

Stuart Beach Tower  
24,000.00      x 1      = 24,000.00      Replacement

All Terrain Vehicle  
8,000.00      x 2      = 16,000.00      Replacement

Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue  
Ocean Rescue**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	775,199	835,640	838,604	911,174
01300 Other Salaries	19,521	42,480	22,753	37,480
01400 Overtime	28,880	32,500	64,442	32,500
01501 Cell Phone Stipend	1,348	1,440	1,403	1,440
02101 FICA	48,669	55,217	54,589	60,833
02102 Medicare	11,382	12,913	12,767	14,226
02200 Retirement Contributions	184,974	188,617	207,941	223,958
02300 Life and Health Insurance	168,026	189,133	188,794	226,967
03400 Other Contractual Services	3,447	1,500	2,075	1,500
04002 Travel and Per Diem/Educational	387	0	414	750
04101 Communications- Cell Phones	1,580	1,440	1,476	1,440
04200 Freight and Postage	751	500	547	500
04301 Electricity	623	1,612	1,557	1,612
04303 Water/Sewer Services	0	550	0	550
04600 Repairs and Maintenance	5,283	5,000	7,049	5,000
04610 Vehicle Repair and Maintenance	4,065	400	848	400
04611 Building Repair and Maintenance	4,747	3,000	2,593	3,000
04900 Other Current Charges	0	0	618	0
04910 Fleet Replacement Charge	7,780	7,780	7,780	6,400
05100 Office Supplies	0	400	277	400
05179 Other Equipment \$1000-\$4999.99	0	0	7,326	0
05195 Non-Capital Computer Equipment	400	0	130	0
05199 Other Non-Capital Equipment	4,122	4,810	19,741	4,810
05200 Operating Supplies	12,439	15,000	15,529	15,000
05204 Fuel	4,506	2,073	4,197	2,073
05213 Medical Supplies	1,162	2,000	1,418	2,000
05400 Publications and Memberships	0	450	0	450
05500 Training	3,740	1,100	973	1,850
06200 Buildings	23,208	0	0	0
06400 Furniture and Equipment	6,203	40,000	9,661	40,000
<b>Total Expenses</b>	<b>1,322,442</b>	<b>1,445,555</b>	<b>1,475,502</b>	<b>1,596,313</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,322,442	1,445,555	1,473,291	1,596,313
1120 Consolidated Fire/EMS	-663	0	0	0
34290 Other Public Safety Fees	663	0	2,211	0
<b>Total Revenues</b>	<b>1,322,442</b>	<b>1,445,555</b>	<b>1,475,502</b>	<b>1,596,313</b>

**Accounts of Interest**

- 03400 - Estimated crane service to move lifeguard towers for weather events and new tower placement.
- 04002 - Travel for personal watercraft rescue training
- 04910 - Due to vehicle turned in.
- 05199 - Replace 4 rescue boards annually with a 2 year replacement cycle.
- 05500 - Personal watercraft rescue training
- 06400 - \$16,000 to replace all-terrain vehicles destroyed by salt corrosion, \$24,000 to replace lifeguard tower.

**Significant Changes**

Two (2) additional FTE's - Ocean Rescue Lifeguard.



**Fire Rescue  
Fire Prevention**

**Mission Statement**

Providing life safety through education, enforcement and fire prevention.

**Services Provided**

- Development review - review and provide comment for compliant new site development
- Plan review - building plan review, fire sprinkler plan review, fire alarm plan review, fire suppression system plan review
- Inspections - new construction, existing building, annual, periodic, new occupancy, re-inspections, special events, tents, annual school inspections
- Public education - life safety, fire prevention, fire extinguisher, senior safety. Additional on-site training accomplished by on duty fire rescue crews
- Fire investigations - on call origin and cause fire investigations
- Juvenile Fire Setter Program - established education program in conjunction with the Sheriff, State Attorney's office, and the City of Stuart to reduce the number of fire related incidents caused by juveniles
- Public information and media releases - provide timely and accurate flow of information to members of the media
- Insurance verification letters for homeowner fire protection class
- Special needs coordinators during Emergency Operations Center activations

**Goals and Objectives**

- Fire Prevention has established partnerships with the Building Department, Growth Management, and the Tax Collector's Office for a more efficient, and cost-effective issuance of permits and fee collections and will continue to seek cost-reducing partnerships
- Implement technology to maximize efficiency in inspection and plan review activities. This includes existing use of mobile technology for inspections and electronic plan review
- Continue to improve customer service delivery both internally and externally
- Educate the residents and business owners of Martin County in life safety, fire prevention, and fire wise programs to reduce the number of injuries, fatalities and property loss from fire

**Benchmarks**

- Fire Prevention staff will be certified to or in excess of the minimum standards as set by the State of Florida. This includes specialized training up to and including Certified Fire Protection Specialist
- Fire loss in buildings inspected within the last three years will be less than 10% of the total structural fire loss

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Inspections	#	1,712.00	1,500.00	1,575.00	1,500.00
Building and Fire Plan Review	#	628.00	500.00	724.00	500.00
Development Plans Reviewed	#	103.00	100.00	109.00	100.00

**Outcomes**

A review of inspections will reveal that the amount of fire loss in properties inspected within the last three years will be less than 10% of the total structural fire loss countywide.

**Fire Rescue  
Fire Prevention**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Bureau Chief	1	
Fire Marshal		1
Administrative Specialist II	1	1
Fire Inspector (Sworn)	1	1
Fire Inspector (Non-Sworn)	1	1
Community Risk Reduction Spec	1	1
<b>Total FTE</b>	<b>5</b>	<b>5</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue  
Fire Prevention**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	259,328	272,588	291,622	284,705
01203 Standby Pay	8,155	12,740	8,470	12,740
01400 Overtime	1,004	5,000	3,769	5,000
01500 Special Pay	600	600	600	600
01501 Cell Phone Stipend	1,108	1,200	1,200	1,200
02101 FICA	15,650	18,037	17,693	18,788
02102 Medicare	3,660	4,217	4,138	4,392
02200 Retirement Contributions	45,830	48,983	52,182	53,044
02300 Life and Health Insurance	67,892	69,738	69,128	69,732
03100 Professional Services	2,670	0	0	0
03101 Professional Services - IT	133	0	0	0
04000 Travel and Per Diem	1,538	0	387	0
04002 Travel and Per Diem/Educational	1,365	0	2,510	1,500
04101 Communications- Cell Phones	846	1,600	852	800
04104 Communications-Data/Wireless Svcs	1,814	0	2,345	2,100
04200 Freight and Postage	61	0	40	0
04600 Repairs and Maintenance	0	730	0	730
04610 Vehicle Repair and Maintenance	3,686	4,106	3,014	4,106
04700 Printing and Binding	0	0	2,484	0
04800 Promotional Activities	3,560	7,000	8,795	7,000
04900 Other Current Charges	71	0	15	0
04910 Fleet Replacement Charge	10,225	10,225	11,080	10,225
05100 Office Supplies	508	500	0	500
05175 Computer Equipment \$1,000-\$4999.99	368	0	0	0
05195 Non-Capital Computer Equipment	2,961	0	136	1,000
05199 Other Non-Capital Equipment	0	1,400	0	1,400
05200 Operating Supplies	1,816	2,800	9,922	2,800
05204 Fuel	5,060	9,000	5,735	9,000
05400 Publications and Memberships	1,771	380	2,049	1,380
05500 Training	295	360	1,148	360
06401 Computer Equipment	2,273	0	0	0
<b>Total Expenses</b>	<b>444,245</b>	<b>471,204</b>	<b>499,313</b>	<b>493,102</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	259,894	291,204	286,222	313,102
33120 Federal Grants/Public Safety	0	0	11,510	0
34250 Protective Inspection Fees	156,318	160,000	178,177	160,000
34900 Other Charges For Services	28,033	20,000	23,404	20,000
<b>Total Revenues</b>	<b>444,245</b>	<b>471,204</b>	<b>499,313</b>	<b>493,102</b>

**Accounts of Interest**

- 04002 - Travel to Fire Marshall's Conference and National Fire Academy (NFA) for completion of required training and CEUs
- 04101 - Cell phone service for inspectors adjusted based on historical cost.
- 04104 - Wireless communications cost for inspector's tablets adjusted based on historical cost.
- 05195 - Replacement of monitors for fire inspectors for development plan review.
- 05400 - Annual subscription to National Fire Protection Association (NFPA) for updates to fire codes and standards.

**Significant Changes**

There are no significant program changes.

**Fire Rescue  
Fire Rescue Administration**

**Mission Statement**

To provide all-inclusive support to every facet of the organization that will provide every individual the tools, equipment, apparatus, and training to safely prepare to respond to any call for service by the citizens and visitors of Martin County.

**Services Provided**

- Provide oversight of EMS billing through the Martin County Tax Collectors office.
- Fulfill public records request in a timely manner.
- Process and monitor purchase orders, accounts payable, employee payroll and benefits programs.
- Preparation of agenda items and administrative approvals.
- Provide Human Resource support and internal affairs.
- Scheduling and monitoring of annual employee medical screening per IAFF Contract.
- Annual tracking of required certifications of all Fire Rescue employees.
- Administer and monitor State Mandated Mutual Aid Contracts, Inter-local agreements, and Federal compliance.

**Goals and Objectives**

- Maintain quality customer relationships.
- Regulation and compliance.
- Encourage a positive workplace.
- Maximize productivity, minimize costs.
- Provide administrative support.
- Manage labor contracts and inter-local agreements.
- All elements and contracts are either developed or vetted through administration.
- Process and monitor purchase orders, accounts payable, employee payroll, and benefits programs.
- Internal affairs and investigations.
- Command and control during large scale emergencies.
- Public and medical record processing.
- Monitoring and control of budget.
- Preparation of agenda items and administrative approvals.
- Provide Human Resources support on internal affairs.
- Maintain training competency of personnel to professional standards.
- Comply with Florida Bureau of Fire Standards requirements for safety and training.

**Benchmarks**

- Achieve 90% outstanding customer service rating.
- Provide clear and useful information to administrators, BOCC, and customers.
- Provide fundamental business management principles: timely reconciliations and account analysis, financial indicators, and effective internal audits.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Service Delivery - Timeliness	%	100.00	100.00	100.00	100.00
Ambulance User Fee Revenue	\$	5,131,038.00	5,100,000.00	6,130,480.00	5,200,000.00

**Outcomes**

90% or higher customer satisfaction ratings.

**Fire Rescue  
Fire Rescue Administration**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Bureau Chief	1	
Division Chief	1	1
Fire Rescue Programs Manager	1	
Administrative Specialist II	1	1
Executive Aide	1	1
Fr Records Management Coord		1
Fire Rescue Chief	1	1
Fr Resource Specialist	1	
Fire Rescue Payroll Coordinato		1
Deputy Fire Chief		1
<b>Total FTE</b>	<b>7</b>	<b>7</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue  
Fire Rescue Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	475,241	548,292	527,356	558,651
01300 Other Salaries	60,754	70,754	65,754	70,754
01400 Overtime	0	0	3,841	0
01500 Special Pay	2,317	2,640	2,650	4,918
01501 Cell Phone Stipend	1,746	1,920	2,311	1,920
02101 FICA	27,905	35,976	31,269	38,713
02102 Medicare	6,587	8,680	7,498	9,147
02200 Retirement Contributions	67,808	96,668	88,243	106,136
02300 Life and Health Insurance	75,271	92,060	63,447	66,381
03400 Other Contractual Services	751	1,000	606	1,000
03410 Other Contractual Svs - Staffing	11,828	0	16,112	0
04000 Travel and Per Diem	516	0	55	0
04002 Travel and Per Diem/Educational	53	0	49	0
04100 Communications	0	1,870	0	1,870
04101 Communications- Cell Phones	319	0	322	0
04200 Freight and Postage	680	1,700	752	1,700
04402 Rentals and Leases/Copier Leases	2,367	2,585	2,367	2,585
04600 Repairs and Maintenance	0	0	110	0
04610 Vehicle Repair and Maintenance	234	4,000	33	4,000
04611 Building Repair and Maintenance	0	500	0	0
04700 Printing and Binding	2,514	500	2,675	1,000
04900 Other Current Charges	8,064	1,000	5,835	4,300
04910 Fleet Replacement Charge	3,200	3,200	3,200	12,200
05100 Office Supplies	4,810	4,500	2,686	4,500
05175 Computer Equipment \$1,000-\$4999.99	1,369	0	0	0
05195 Non-Capital Computer Equipment	482	500	4,768	500
05199 Other Non-Capital Equipment	0	300	732	300
05200 Operating Supplies	2,102	7,000	4,687	7,000
05204 Fuel	634	5,000	788	5,000
05210 Food	0	0	425	0
05400 Publications and Memberships	470	615	215	615
05402 Publications/Subscriptions	0	180	0	180
05500 Training	2,358	500	351	500
<b>Total Expenses</b>	<b>760,380</b>	<b>891,940</b>	<b>839,140</b>	<b>903,870</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	51,790	52,946	51,084	51,437
1120 Consolidated Fire/EMS	708,589	838,994	788,057	852,433
<b>Total Revenues</b>	<b>760,380</b>	<b>891,940</b>	<b>839,140</b>	<b>903,870</b>

**Fire Rescue**  
**Fire Rescue Administration**

**Accounts of Interest**

03400 - Fire extinguisher certification; annual water quality testing at station 24; document management.

04611 - Moved to printing and binding.

04700 - Informational materials, protocol books.

04900 - Malpractice insurance for Medical Director .

04910 - Residual value for retaining one (1) vehicle due for auction in the fleet replacement program.

**Significant Changes**

During FY19 two (2) FTE's were approved by the Board – FR Records Management Coordinator, Deputy Fire Chief. During FY19 one (1) FTE moved to Operations Division - Deputy Chief and one (1) FTE moved to Human Resources – FR Programs Manager.

**Fire Rescue  
Operations**

**Mission Statement**

Proudly committed to serving and helping others by mitigating emergencies with quality operations and excellence of service.

**Services Provided**

Fire Rescue Operations provides fire suppression and emergency medical service response to the citizens and guests of Martin County.

**Goals and Objectives**

- Provide operations management
- Respond to all emergencies in a safe, quick, and efficient manner
- Provide Fire Suppression and Basic Life Support response within 6 minutes (90% of the time)
- Provide Advanced Life Support response in 8 minutes (90% of the time)
- Transport all ill and injured patients to the appropriate hospital in a safe, quick and efficient manner
- Provide safe and effective response based on National Fire Protection Agency's Standards
- Comply with Federal 2-in / 2-out rule
- Comply with OSHA Bloodborne Pathogen Program
- Comply with Florida Emergency Medical Services training and equipment requirements
- Comply with Florida Trauma Transport Protocol Requirements
- Review professional standards for adjusting program requirements
- Maintain a constant state of readiness for all personnel and fire-rescue vehicles
- Schedule and monitor of annual employee medical screening per OSHA requirements and IAFF Contract
- Annually track required certifications of all Fire Rescue employees
- Comply with OSHA Hazardous Waste Operations and Emergency Response

**Benchmarks**

- Achieve 90% outstanding customer service rating
- Response time of < 6 minutes for fire calls 90% of the time
- Response time of < 6 minutes for Basic Life Support units on medical emergencies 90% of the time
- Response time of < 8 minutes for Advanced Life Support units on medical emergencies 90% of the time

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Advanced Life Support Responses	#	11,912.00	13,000.00	12,604.00	13,000.00
Basic Life Support Responses	#	2,131.00	3,000.00	1,921.00	3,000.00
Total Emergency Responses	#	33,497.00	25,000.00	41,875.00	40,000.00

**Outcomes**

Provide access and quality assurance to ensure all personnel receive Credited Education Units for training.



**Fire Rescue  
Operations**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Firefighter Paramedic	100	128
Bureau Chief	2	3
Battalion Chief Paramedic	9	9
Captain Emt	7	5
EMS Captain	12	12
Division Chief	1	1
Captain Paramedic	38	40
FR Resource Specialist	1	1
Firefighter EMT	119	115
EMS Training Captain	2	2
<b>Total FTE</b>	<b>291</b>	<b>316</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Fire Rescue  
Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	20,588,630	20,681,849	22,561,139	22,872,443
01204 Holiday Pay - IAFF	743,413	875,272	788,004	921,003
01209 Salaries - Special Event	51,233	0	52,559	0
01210 IAFF Station Trsf Mileage (\$10)	820	0	950	0
01400 Overtime	1,113,832	1,000,000	1,025,329	1,000,000
01500 Special Pay	405,730	386,099	428,992	403,831
01501 Cell Phone Stipend	2,359	2,160	2,843	4,080
01503 Tuition Reimbursement	6,456	0	0	0
02101 FICA	1,342,675	1,421,259	1,457,318	1,558,235
02102 Medicare	317,212	332,729	344,307	364,755
02200 Retirement Contributions	5,132,956	5,393,405	5,825,772	6,079,020
02300 Life and Health Insurance	3,736,005	3,823,568	3,886,087	4,018,302
02600 Salary/Fringe Chargebacks	-43,049	-50,000	-17,920	-50,000
03100 Professional Services	66,204	0	3,080	0
03101 Professional Services - IT	21,180	0	200	0
03400 Other Contractual Services	53,996	32,460	81,223	32,460
03409 Mowing & Landscaping Services	78,231	76,413	78,632	76,413
04000 Travel and Per Diem	51	0	232	0
04002 Travel and Per Diem/Educational	1,728	250	356	250
04100 Communications	2,854	6,300	936	6,300
04101 Communications- Cell Phones	3,442	100	3,496	12,100
04104 Communications-Data/Wireless Svc	14,186	0	5,364	0
04200 Freight and Postage	5,809	5,100	7,810	5,100
04300 Utility Services	7,106	6,500	6,162	6,500
04301 Electricity	116,638	120,000	122,195	120,000
04303 Water/Sewer Services	71,349	69,000	73,065	69,000
04304 Garbage/Solid Waste Services	9,702	9,730	10,084	9,730
04400 Rentals and Leases	4,534	250	7,170	250
04600 Repairs and Maintenance	753,428	561,025	645,005	561,025
04610 Vehicle Repair and Maintenance	51,113	15,000	39,603	15,000
04611 Building Repair and Maintenance	116,505	150,000	107,942	150,000
04612 Software Maintenance	0	0	135	0
04700 Printing and Binding	7,470	500	780	500
04900 Other Current Charges	2,733	3,300	5,342	3,300
04910 Fleet Replacement Charge	61,945	66,920	66,920	111,350
05100 Office Supplies	11,489	12,000	11,934	12,000
05175 Computer Equipment \$1,000-\$4999.99	0	0	5,618	0
05179 Other Equipment \$1000-\$4999.99	17,103	20,000	44,985	20,000
05195 Non-Capital Computer Equipment	8,074	15,000	4,336	15,000
05199 Other Non-Capital Equipment	42,286	35,651	76,774	35,651
05200 Operating Supplies	317,948	371,442	408,722	416,442
05204 Fuel	324,697	310,989	342,199	310,989
05207 Computer Supplies	0	0	746	0
05208 Software Licenses	22,029	250	1,920	250
05210 Food	0	0	259	0
05213 Medical Supplies	438,350	390,000	452,815	430,000
05400 Publications and Memberships	1,051	75	975	75
05500 Training	61,017	112,307	90,408	112,307
06400 Furniture and Equipment	18,470	0	0	0
06410 Vehicles - Fleet Maintenance	67,402	0	0	0
08300 Other Grants and Aids	5,483	0	3,995	0
<b>Total Expenses</b>	<b>36,183,871</b>	<b>36,256,903</b>	<b>39,066,795</b>	<b>39,703,661</b>

**Fire Rescue  
Operations**

**Expenditures and Revenues (cont.)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	515	26,959	34,815	26,959
1120 Consolidated Fire/EMS	30,787,827	31,007,844	30,175,896	31,584,847
13734 Haz Mat FY18	-4,013	0	4,013	0
13764 EMS Trust Fund FY17	2,874	0	5,436	0
13765 EMS Trust Fund FY18	-5,886	0	5,856	0
13766 EMS Trust Fund FY19	0	0	-52	0
33120 Federal Grants/Public Safety	0	0	1,143,491	1,170,835
33420 State Grants/Public Safety	34,137	0	17,726	0
33521 State Shared Rev / FF Suppl Comp	103,547	100,000	155,499	100,000
34220 Fire Protection Services	-101	0	844,806	760,570
34260 Ambulance Fees	5,131,039	5,100,000	6,130,480	5,300,000
34261 Ambulance Fees-Pemt/Indgt Transport	0	100	0	100
34290 Other Public Safety Fees	81,547	18,000	67,819	33,000
36100 Interest Earnings	35	0	57	0
36400 Disposition of Fixed Assets	0	0	4,810	0
36600 Contributions/Private Sources	38,265	0	2,000	0
36900 Other Miscellaneous Revenues	14,085	4,000	91,946	4,000
36910 Insurance Proceeds/Refunds	0	0	1,035	0
811120 Transfer From Fund 1120	0	0	381,164	723,350
<b>Total Revenues</b>	<b>36,183,871</b>	<b>36,256,903</b>	<b>39,066,795</b>	<b>39,703,661</b>

**Accounts of Interest**

- 03400 - Station costs/bio-hazardous waste contract \$7,210; Alarm monitoring \$18,633; Ground and aerial ladder testing \$6,617.
- 03409 - Annual contract for mowing services.
- 04101 - Increase due to cell phones for all front line fire engines and ambulances.
- 04910 - Residual value for retaining 5 vehicles due for auction in the fleet replacement program.
- 05200 - 10% increase to account for fire equipment cost increases and replacement needs. Replacement gear and supplies for combat challenge team. Replacement gear and supplies for EMS challenge team.
- 05213 - Annual cost increases for pharmaceutical items and call volume usage.

**Significant Changes**

Twenty-Four (24) additional Firefighter EMTs partially funded through FY21 by the FEMA Staffing for Adequate Fire & Emergency Response (SAFER) grant.  
One (1) FTE moved from Administration to Operations Division - Bureau Chief.

**Fire Rescue  
Fleet Services and Logistics**

**Mission Statement**

It is our supporting mission at Fleet Services and Logistics to inspect, maintain, repair, supply with safety, dependability, efficiency, and pride.

**Services Provided**

- Daily maintenance and repair of all vehicles, apparatus, and machinery used by Fire Rescue personnel to safely respond to any emergency situation
- Monitoring, maintenance, and dispersing of medical and operational supplies to field personnel essential for providing emergency response to the public
- Annual Insurance Service Office (ISO) mandated testing and recordkeeping on Fire Rescue apparatus required to maintain a favorable rating

**Goals and Objectives**

- Preventative maintenance and repair of the fleet of Fire Rescue vehicles, apparatus, and specialized equipment with 24-hour emergency repair to reduce downtime
- Research and maintenance of parts inventory for cost effective acquisition of components and supplies
- Annual ISO mandated testing on Fire Rescue apparatus to maintain a favorable rating for homeowner's insurance
- National Fire Protection Association (NFPA) testing for risk reduction and safety
- Warehousing and support for all Fire Rescue activities
- Maintaining inventory of essential items and equipment to be self sustaining for (14) fourteen days in preparation of man-made or natural disasters
- Compliance with OSHA Respirator Protection Program

**Benchmarks**

Meet or exceed industry standards:

- Downtime (% of fleet out of service) - 10 to 15%
- Turnaround time of repair - within one day 75%, within two days 15%, within two weeks 10%

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
# of Hours for After-Hours Service	#	610.00	450.00	432.00	450.00
# of Vehicle Services Completed	#	89.00	104.00	110.00	104.00
Scheduled Maintenance Completion Rate	%	100.00	100.00	98.00	100.00

**Outcomes**

Preventative maintenance efforts help in reducing emergency after-hour repairs.

**Staffing Summary**

Job Title	FY2019	FY2020
Fire Mechanic - Non Combat	3	3
Fire Mechanic	1	2
Fire Rescue Administrator	1	1
Logistics Coordinator	1	1
<b>Total FTE</b>	<b>6</b>	<b>7</b>

**Equipment Expenditures**

None

**Fire Rescue  
Fleet Services and Logistics**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	342,838	367,782	389,396	435,438
01203 Standby Pay	19,250	18,750	21,550	18,750
01400 Overtime	25,339	20,000	28,284	20,000
01500 Special Pay	3,640	3,640	3,567	3,640
01501 Cell Phone Stipend	1,311	1,440	1,440	1,440
02101 FICA	23,030	25,432	26,099	29,626
02102 Medicare	5,386	5,948	6,104	6,929
02200 Retirement Contributions	44,377	45,870	52,061	54,405
02300 Life and Health Insurance	86,051	95,406	92,205	111,244
03400 Other Contractual Services	1,019	0	956	0
03409 Mowing & Landscaping Services	14,483	14,172	14,319	14,172
04002 Travel and Per Diem/Educational	0	0	2,369	1,000
04101 Communications- Cell Phones	320	50	281	50
04104 Communications-Data/Wireless Svc	0	0	0	960
04200 Freight and Postage	7	1,000	250	1,000
04300 Utility Services	307	0	291	0
04301 Electricity	15,684	19,600	16,711	19,600
04303 Water/Sewer Services	0	1,020	0	1,020
04304 Garbage/Solid Waste Services	1,307	2,300	1,307	2,300
04402 Rentals and Leases/Copier Leases	1,066	450	878	450
04600 Repairs and Maintenance	5,854	7,000	8,554	7,000
04610 Vehicle Repair and Maintenance	1,963	3,300	2,822	3,300
04611 Building Repair and Maintenance	4,385	2,000	8,652	5,000
04700 Printing and Binding	120	0	99	0
04900 Other Current Charges	44	0	166	0
04910 Fleet Replacement Charge	9,488	9,488	9,488	12,650
05100 Office Supplies	0	1,200	558	1,200
05179 Other Equipment \$1000-\$4999.99	0	2,000	2,222	2,000
05199 Other Non-Capital Equipment	1,059	0	4,047	0
05200 Operating Supplies	11,141	7,606	9,785	7,606
05204 Fuel	11,240	8,190	11,736	8,190
05211 Software Services	376	0	1,195	0
05500 Training	99	960	1,451	960
<b>Total Expenses</b>	<b>631,185</b>	<b>664,604</b>	<b>718,843</b>	<b>769,930</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1120 Consolidated Fire/EMS	631,185	664,604	718,843	769,930
<b>Total Revenues</b>	<b>631,185</b>	<b>664,604</b>	<b>718,843</b>	<b>769,930</b>

**Accounts of Interest**

- 04002 - Travel for pump school and other technical training
- 04104 - For the additional iPads
- 04611 - Historical cost of annual building maintenance.
- 04910 - New fleet vehicle.

**Significant Changes**

One (1) additional FTE - Fire Mechanic.

**Fire Rescue  
Special Operations**

**Mission Statement**

Maintain competency in specialized emergency situations to meet the public need by providing Hazardous Materials / Weapons of Mass Destruction Response, Aero-Medical Response, Dive Rescue, and Technical Extrication Rescue.

**Services Provided**

Special Operations provides staffing, training, and response to specialized emergency situations throughout Martin County.

**Goals and Objectives**

- Provide Aero-Medical Service for rapid transport to specialized medical centers to reduce morbidity and mortality
- Provide Hazardous Materials Response to chemical / terrorist events
- Provide Technical Extrication Rescue Operations to victims of entrapment or who require specialized extraction
- Provide Water Rescue Operations to victims of water related accidents
- Plan and prepare for the chemical releases based on Environmental Protection Agency regulations
- Comply with Florida Emergency Medical Services Program requirements for trauma and specialized transports
- Comply with OSHA Hazardous Waste Operations and Emergency Response
- Provide technical rescue for utilities and other industries per OSHA regulations

**Benchmarks**

Respond, plan, and mitigate specialized incidents while adhering to industry best practices as well as federal standards outlined in 29 CFR 1910.120 and 1910.146.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Revenue from LifeStar Program	\$	1,144,435.00	1,100,000.00	1,145,121.00	1,100,000.00
HAZMAT Responses	#	121.00	80.00	143.00	115.00
SRT Responses	#	68.00	45.00	70.00	60.00
LifeStar Responses	#	490.00	365.00	483.00	400.00

**Outcomes**

Improved response to emergency situations requiring specialized training.

**Staffing Summary**

Job Title	FY2019	FY2020
Firefighter Paramedic	6	6
<b>Total FTE</b>	<b>6</b>	<b>6</b>

**Equipment Expenditures**

None

**Fire Rescue  
Special Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	463,216	469,595	494,026	476,763
01204 Holiday Pay - IAFF	16,895	20,426	17,271	20,426
01209 Salaries - Special Event	1,111	0	674	0
01210 IAFF Station Trsf Mileage (\$10)	50	0	10	0
01400 Overtime	27,943	50,000	37,219	50,000
01500 Special Pay	22,149	14,271	24,358	15,841
01501 Cell Phone Stipend	240	240	240	240
02101 FICA	31,310	34,457	33,988	34,906
02102 Medicare	7,322	8,059	7,949	8,163
02200 Retirement Contributions	118,488	131,314	128,780	133,009
02300 Life and Health Insurance	87,169	90,565	86,202	90,516
03400 Other Contractual Services	1,617,892	1,658,139	1,642,317	1,697,139
03409 Mowing & Landscaping Services	4,271	4,272	4,348	4,272
04002 Travel and Per Diem/Educational	0	250	0	250
04101 Communications- Cell Phones	298	0	281	0
04200 Freight and Postage	128	850	277	850
04301 Electricity	6,363	9,016	6,189	9,016
04303 Water/Sewer Services	1,136	0	1,339	0
04304 Garbage/Solid Waste Services	436	925	436	925
04400 Rentals and Leases	35,864	36,252	36,761	37,172
04600 Repairs and Maintenance	0	750	2,920	750
04611 Building Repair and Maintenance	3,186	2,600	4,561	2,600
04700 Printing and Binding	28	0	0	0
04900 Other Current Charges	3,084	100	1,538	100
05100 Office Supplies	0	1,000	93	1,000
05179 Other Equipment \$1000-\$4999.99	0	0	3,370	0
05199 Other Non-Capital Equipment	522	3,326	109	3,326
05200 Operating Supplies	4,410	21,814	1,911	21,814
05213 Medical Supplies	0	16,200	1,707	16,200
05400 Publications and Memberships	0	175	0	175
05402 Publications/Subscriptions	0	90	0	90
05500 Training	0	640	505	640
<b>Total Expenses</b>	<b>2,453,513</b>	<b>2,575,326</b>	<b>2,539,381</b>	<b>2,626,183</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,309,078	1,475,326	1,394,259	1,526,183
34290 Other Public Safety Fees	1,144,435	1,100,000	1,145,122	1,100,000
<b>Total Revenues</b>	<b>2,453,513</b>	<b>2,575,326</b>	<b>2,539,381</b>	<b>2,626,183</b>

**Accounts of Interest**

03400 - 2% contract increase; \$1,425,139 annual contract for helicopter, \$180,000 flight time, \$50,000 fuel, \$42,000 billing.  
03409 - Annual contract for mowing services.

**Significant Changes**

There are no significant program changes.

**General Services**

<b>General Services Program Chart</b> Total Full-Time Equivalents (FTE) = 51.00
--

<b>General Services/Administration</b> Total Full Time Equivalents (FTE) = 8
<b>Countywide Building Repair &amp; Maint</b> Total Full Time Equivalents (FTE) = 25.92
<b>Countywide Utility &amp; Contract Mgmt</b> Total Full Time Equivalents (FTE) = 0
<b>Sheriff Building Repair &amp; Maint</b> Total Full Time Equivalents (FTE) = 6.5
<b>Sheriff Utility &amp; Contract Mgmt</b> Total Full Time Equivalents (FTE) = 0
<b>Vehicle &amp; Equipment Repairs</b> Total Full Time Equivalents (FTE) = 7.6
<b>Light Vehicle Replacement</b> Total Full Time Equivalents (FTE) = .4
<b>Crt Hse/Crt Hld/COB Bldg Maint</b> Total Full Time Equivalents (FTE) = 2.58

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	44.00	49.00	51.00	2.00	4 %
<b>Total Budget Dollars</b>	8,190,008	8,837,847	9,361,076	523,229	5.92 %



## General Services

### Introduction

The Department is responsible for various levels of maintenance and repair of buildings and vehicles in Martin County. The Building Maintenance Division currently maintains approximately 154 facilities with a total of 1 million square feet from the size and complexity of a correctional facility to a park restroom.

The Vehicle Maintenance Division is responsible for maintaining the entire County's light and heavy fleet in excess of 801 individual pieces including cars, trucks, mowers, graders, dump trucks and a variety of miscellaneous equipment.

Vehicle Maintenance manages the Light Fleet Replacement Program along with automated fuel distribution and tracking at 14 locations throughout the County.

### Key Issues and Trends

This budget reflects the full cost of repairs for primary buildings: general governmental facilities, libraries, Sheriff facilities, Health departments and as well as trade labor for parks, fire stations and enterprise fund facilities.

The Department strives to meet the needs of the County while balancing the resources available to meet them. Striking that balance during the last five to seven years has meant making tactical decisions about reductions in the amount of funding that is budgeted for various components of the budget. The increase in additional facilities and the reduction in staffing levels has required an increase of outsourcing of services in order to maintain a minimal level of service. As new facilities are added there must be consideration of maintenance personnel or funding in order to maintain the value of increasingly sizeable County assets.

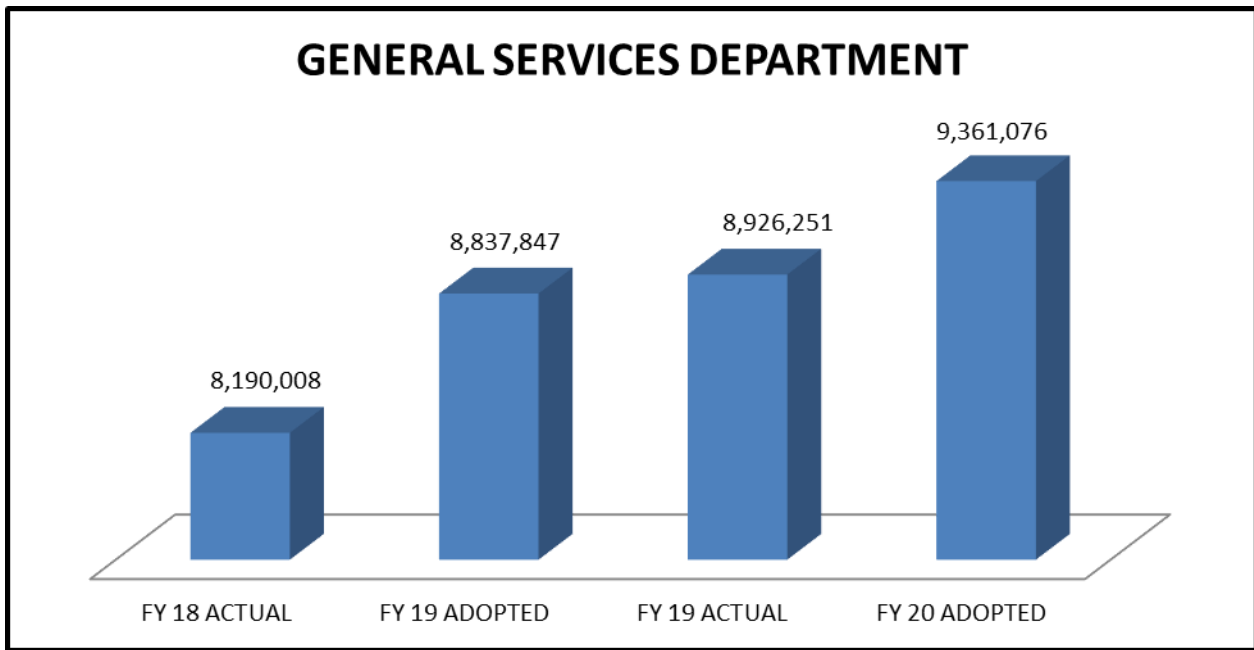
There have been service reductions for janitorial services from daily to staggered day, landscaping and utility reductions that may affect occupant comfort and reduced purchasing power for materials at all facilities and vehicle maintenance. These reductions may reduce the Department's ability to make repairs in a timely manner and be able to satisfy County needs. All of these reductions reduce the life cycle expectations of the County's assets. Deferred maintenance must be addressed so that the County does not fall further behind.

Management of the County's security and access systems continues to grow as new facilities are added. Security related issues such as lighting, security cameras, access levels and response to security calls continues to be one of the top priorities of our occupants based on building surveys.

**General Services**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
General Services/Administration	445,669	664,037	608,039	759,943
Countywide Building Repair & Maint	1,647,844	1,737,552	3,988,462	4,128,496
Countywide Utility & Contract Mgmt	1,966,687	2,198,631	0	0
Sheriff Building Repair & Maint	575,648	544,851	1,865,870	1,953,282
Sheriff Utility & Contract Mgmt	1,168,683	1,208,718	0	0
Vehicle & Equipment Repairs	1,207,438	1,116,048	1,081,795	1,130,016
Light Vehicle Replacement	481,469	656,491	621,155	657,405
Crt Hse/Crt Hld/COB Bldg Maint	696,570	711,519	760,929	731,934
<b>Total Expenses</b>	<b>8,190,008</b>	<b>8,837,847</b>	<b>8,926,251</b>	<b>9,361,076</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**General Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	2,001,196	2,222,841	2,275,472	2,424,452
01203 Standby Pay	22,540	10,500	24,010	36,500
01400 Overtime	27,328	17,000	45,011	47,000
01501 Cell Phone Stipend	14,109	15,360	16,463	16,800
02101 FICA	120,282	139,556	137,897	155,491
02102 Medicare	28,130	32,626	32,250	36,366
02200 Retirement Contributions	186,679	185,620	224,655	244,941
02300 Life and Health Insurance	500,911	545,705	554,706	637,418
03100 Professional Services	4,930	0	2,672	0
03400 Other Contractual Services	541,638	828,509	630,821	863,722
03404 Janitorial Services	390,374	504,144	429,474	504,144
03407 Transfer Station Disposal Cost	23,892	0	0	0
03409 Mowing & Landscaping Services	227,694	168,230	242,895	193,230
03410 Other Contractual Svcs - Staffing	68,392	4,000	43,480	4,000
04000 Travel and Per Diem	693	0	569	0
04002 Travel and Per Diem/Educational	9,555	28,000	5,341	28,000
04100 Communications	1,504	1,500	1,492	1,500
04101 Communications~ Cell Phones	2,585	0	2,409	0
04104 Communications-Data/Wireless Svc	259	0	2,286	5,280
04200 Freight and Postage	1,199	1,125	135	1,125
04300 Utility Services	0	0	61,765	0
04301 Electricity	1,228,940	1,223,190	1,127,863	1,223,190
04303 Water/Sewer Services	335,946	321,200	446,746	321,200
04304 Garbage/Solid Waste Services	119,528	127,902	123,519	127,902
04400 Rentals and Leases	421,363	450,000	519,121	450,000
04401 Rentals and Leases/Pool Vehicles	0	50	0	50
04402 Rentals and Leases/Copier Leases	2,087	3,000	2,996	3,000
04600 Repairs and Maintenance	592,735	522,100	97,011	522,100
04610 Vehicle Repair and Maintenance	46,283	28,569	360,663	28,200
04611 Building Repair and Maintenance	341,432	487,912	491,190	487,912
04612 Software Maintenance	60,291	0	585	0
04700 Printing and Binding	954	0	123	0
04900 Other Current Charges	10,155	8,460	27,766	8,460
04910 Fleet Replacement Charge	77,184	82,647	80,647	80,647
05100 Office Supplies	7,136	9,950	7,606	9,950
05175 Computer Equipment \$1,000-\$4999.99	4,173	8,000	12,554	4,000
05179 Other Equipment \$1000-\$4999.99	7,772	3,000	7,047	3,000
05195 Non-Capital Computer Equipment	3,976	0	4,329	0
05199 Other Non-Capital Equipment	5,736	21,129	14,474	21,129
05200 Operating Supplies	123,063	121,600	139,052	117,900
05204 Fuel	75,544	62,600	120,842	62,100
05207 Computer Supplies	47	0	1,676	0
05208 Software Licenses	347	0	0	0
05210 Food	1,511	0	0	0
05400 Publications and Memberships	699	3,550	959	3,050
05500 Training	325	0	11,718	0
05900 Depreciation	447,177	0	0	0
06300 Improvements Other Than Buildings	1,656	0	0	0
06400 Furniture and Equipment	13,247	12,500	10,593	74,045
06402 Vehicles /Rolling Stock/Equip>\$30k	41,084	0	0	0
06410 Vehicles - Fleet Maintenance	45,727	635,772	583,369	613,272
<b>Total Expenses</b>	<b>8,190,008</b>	<b>8,837,847</b>	<b>8,926,251</b>	<b>9,361,076</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**General Services**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	5,450,786	5,908,786	6,096,669	6,524,930
1110 Unincorporated MSTU	10,732	34,497	0	0
1120 Consolidated Fire/Ems	18,637	89,805	53,433	49,541
1525 Health Care/Medical Services	248,843	267,250	289,580	267,250
1589 \$15 Lcl Ord-Crt Facilities FS318.18	696,932	711,519	760,929	731,934
5300 Vehicle Maintenance	-151,379	-46,253	-83,422	-41,759
34120 Internal Service Fund Fees	1,732,844	1,713,272	1,620,680	1,719,180
34121 Internal Service Fund Fees/Rentals	21,180	15,520	30,860	20,000
34900 Other Charges for Services	36,512	27,000	0	0
36200 Rents and Royalties	29,938	26,451	22,355	0
36400 Disposition of Fixed Assets	78,968	90,000	131,669	90,000
36500 Sale of Surplus Materials	0	0	335	0
36900 Other Miscellaneous Revenues	8,720	0	0	0
36910 Insurance Proceeds/Refunds	7,294	0	3,164	0
<b>Total Revenues</b>	<b>8,190,008</b>	<b>8,837,847</b>	<b>8,926,251</b>	<b>9,361,076</b>

**General Services  
General Services/Administration**

**Mission Statement**

Provide long-range planning, direction, and leadership for General Services to ensure safe, clean and well-presented facilities and vehicles throughout the County.

**Services Provided**

General Services Administration provides direction and leadership by monitoring and developing specific operations and mechanisms including service requests, personnel development programs and policies, budget, purchasing and accounting.

**Goals and Objectives**

- Provide leadership for all Divisions
- Achieve Florida Green Building Coalition Gold Certification
- Continue to reduce utility consumption
- Develop a Countywide Energy Conservation Plan
- Continue to provide ADA plan review and guidance for our citizens.
- Provide leadership to the Historic Preservation Board.

**Benchmarks**

General Services total hours of sick leave taken as a percentage of total hours worked is 3%. The average for the southeastern area in a study by the Association of Physical Plant Administrators (APPA) is 4.79%

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Building Square Foot Cost	\$	8.97	5.00	10.71	5.00

**Outcomes**

To provide a well-trained staff with reduced turnover and no job-related accidents.

**Staffing Summary**

Job Title	FY2019	FY2020
Accessibility & Program Coord	1	
General Services Director	1	1
Security Guard		2
Administrative Specialist II	1	1
Executive Aide	1	1
Associate Project Specialist	1	
Facilities Operations Administrator	2	2
GSD Business Coordinator		1
<b>Total FTE</b>	<b>7</b>	<b>8</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**General Services  
General Services/Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	277,701	455,961	411,215	505,814
01400 Overtime	0	0	139	0
01501 Cell Phone Stipend	941	960	1,440	1,440
02101 FICA	16,442	28,266	24,422	31,360
02102 Medicare	3,845	6,611	5,712	7,335
02200 Retirement Contributions	39,332	37,663	53,294	62,907
02300 Life and Health Insurance	42,768	92,057	69,966	117,637
03100 Professional Services	0	0	2,672	0
03410 Other Contractual Svcs - Staffing	20,707	0	8,322	0
04000 Travel and Per Diem	693	0	242	0
04002 Travel and Per Diem/Educational	0	20,000	2,436	20,000
04101 Communications~ Cell Phones	0	0	68	0
04104 Communications-Data/Wireless Svc	259	0	593	0
04200 Freight and Postage	213	50	1	50
04402 Rentals and Leases/Copier Leases	2,087	1,500	1,527	1,500
04600 Repairs and Maintenance	590	0	0	0
04610 Vehicle Repair and Maintenance	1,122	819	659	450
04611 Building Repair and Maintenance	0	750	154	750
04700 Printing and Binding	0	0	123	0
04900 Other Current Charges	2,604	0	3,669	0
04910 Fleet Replacement Charge	4,300	6,650	4,650	4,650
05100 Office Supplies	2,505	2,500	6,297	2,500
05175 Computer Equipment \$1,000-\$4999.99	0	4,000	2,743	2,000
05195 Non-Capital Computer Equipment	992	0	865	0
05199 Other Non-Capital Equipment	0	0	1,561	0
05200 Operating Supplies	1,720	3,700	1,449	0
05204 Fuel	719	1,100	734	600
05208 Software Licenses	347	0	0	0
05210 Food	1,511	0	0	0
05400 Publications and Memberships	200	1,450	959	950
05500 Training	0	0	2,129	0
06400 Furniture and Equipment	4,048	0	0	0
06410 Vehicles - Fleet Maintenance	20,023	0	0	0
<b>Total Expenses</b>	<b>445,669</b>	<b>664,037</b>	<b>608,039</b>	<b>759,943</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	398,425	602,540	607,704	759,943
1110 Unincorporated MSTU	10,732	34,497	0	0
34900 Other Charges for Services	36,512	27,000	0	0
36500 Sale of Surplus Materials	0	0	335	0
<b>Total Revenues</b>	<b>445,669</b>	<b>664,037</b>	<b>608,039</b>	<b>759,943</b>

**General Services**  
**General Services/Administration**

**Accounts of Interest**

04610 - ADA position' vehicle was moved to Human Resources in FY19.

04910 - Increase based on Fleet Replacement estimates for this division.

05175 - Decrease due to removal of one-time expenses for new computers for Admin Specialist II and Associate Project Specialist positions, purchased in FY19.

05200 - Historic Preservation activities moved to the Office of Community Development.

05204 - ADA position' vehicle was moved to Human Resources in FY19.

05400 - ADA position was moved to Human Resources in FY19.

**Significant Changes**

Addition of 2 FTE's: Security Guards for the Administration Building. ADA position was moved from General Services to Human Resources.

**General Services  
Countywide Building Repair & Maint**

**Mission Statement**

To continue to pursue a proactive approach to building maintenance in all areas in an effort to optimize staff time and maximize building component and equipment life cycles.

**Services Provided**

Services provided in this division include preventive maintenance of building components, routine repairs, emergency repairs, and minor renovations as required. Activity types for this division are electrical, plumbing, air conditioning, carpentry, and minor renovations for facilities in Martin County.

**Goals and Objectives**

- Standardization of all building-related components and equipment through centralized building management in all County-owned or leased facilities.
- Continue to improve staff efficiency through flexible progressive organization and support of external training opportunities.
- Achieve consistent completion of all necessary maintenance requests.
- Reduce the percentage of external requests from the various departments through consistent program management.

**Benchmarks**

The ratio of preventive maintenance work orders to corrective work orders for Martin County is 1:5 as compared to Palm Beach County at 1:4.

The ratio of maintenance personnel to total square feet of maintained space for Martin County is 1/28,070 as compared to Indian River County at 1/16,666.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Preventive vs Corrective	%	37.50	40.00	52.00	40.00
Backlog of Work Orders	%	3.00	20.00	5.00	20.00

**Outcomes**

Increase of preventive and predictive repair requests to reduce external requests and unscheduled downtime and increase customer satisfaction with our service delivery.



**General Services  
Countywide Building Repair & Maint**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Lead Plumber	1	1
Lead HVAC Technician	1	1
Facilities Maintenance Worker		5.15
Electrician	2	2
HVAC Technician	2	2
Building Maintenance Coord	.07	.07
Lead Electrician	1	1
Building Operations Supervisor	4.4	6.2
Accounting Technician	1.5	1.5
Maintenance Worker III	4.15	
Carpenter	2	2
Plumber	1	1
Lead Painter	1	1
Lead Carpenter	1	1
Building Maintenance Administrator	1	1
<b>Total FTE</b>	<b>23.12</b>	<b>25.92</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**General Services  
Countywide Building Repair & Maint**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	887,397	910,683	1,061,821	1,123,900
01203 Standby Pay	14,046	4,000	13,279	17,000
01400 Overtime	14,029	12,000	31,840	27,000
01501 Cell Phone Stipend	8,380	9,418	10,462	10,762
02101 FICA	53,696	57,491	64,845	72,408
02102 Medicare	12,558	13,435	15,166	16,934
02200 Retirement Contributions	74,346	74,051	97,688	105,639
02300 Life and Health Insurance	235,852	233,120	282,151	313,807
02600 Salary/Fringe Chargebacks	-167,232	0	0	0
03400 Other Contractual Services	-222	0	243,062	322,889
03404 Janitorial Services	1,007	0	254,430	287,770
03409 Mowing & Landscaping Services	275	0	187,121	154,230
03410 Other Contractual Svcs - Staffing	47,684	0	35,159	0
04000 Travel and Per Diem	0	0	327	0
04002 Travel and Per Diem/Educational	9,555	5,000	2,780	5,000
04100 Communications	0	0	893	1,500
04101 Communications~ Cell Phones	2,585	0	2,341	0
04104 Communications-Data/Wireless Svc	0	0	1,693	5,280
04200 Freight and Postage	42	0	30	0
04300 Utility Services	0	0	12,946	0
04301 Electricity	0	0	461,943	505,476
04303 Water/Sewer Services	0	0	86,708	70,000
04304 Garbage/Solid Waste Services	0	0	53,020	50,502
04400 Rentals and Leases	0	5,000	518,499	450,000
04401 Rentals and Leases/Pool Vehicles	0	50	0	50
04402 Rentals and Leases/Copier Leases	0	0	1,469	1,500
04600 Repairs and Maintenance	27,820	4,600	16,022	4,600
04610 Vehicle Repair and Maintenance	20,203	21,000	28,906	21,000
04611 Building Repair and Maintenance	128,683	152,700	273,884	276,700
04700 Printing and Binding	499	0	0	0
04900 Other Current Charges	3,685	2,360	17,513	2,360
04910 Fleet Replacement Charge	49,924	52,944	52,944	52,944
05100 Office Supplies	2,835	3,500	250	3,500
05175 Computer Equipment \$1,000-\$4999.99	4,173	4,000	5,127	2,000
05179 Other Equipment \$1000-\$4999.99	4,679	3,000	0	3,000
05195 Non-Capital Computer Equipment	2,984	0	2,420	0
05199 Other Non-Capital Equipment	2,630	10,300	6,062	10,300
05200 Operating Supplies	93,072	91,400	100,846	91,400
05204 Fuel	36,399	45,000	35,961	45,000
05207 Computer Supplies	15	0	26	0
05500 Training	255	0	8,830	0
06400 Furniture and Equipment	9,199	0	0	74,045
06402 Vehicles /Rolling Stock/Equip>\$30k	41,084	0	0	0
06410 Vehicles - Fleet Maintenance	25,704	22,500	0	0
<b>Total Expenses</b>	<b>1,647,844</b>	<b>1,737,552</b>	<b>3,988,462</b>	<b>4,128,496</b>

**General Services  
Countywide Building Repair & Maint**

**Expenditures and Revenues (cont)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	1,552,471	1,574,247	3,623,094	3,811,705
1120 Consolidated Fire/Ems	18,637	89,805	53,433	49,541
1525 Health Care/Medical Services	68,016	73,500	289,580	267,250
36200 Rents and Royalties	0	0	22,355	0
36900 Other Miscellaneous Revenues	8,720	0	0	0
<b>Total Revenues</b>	<b>1,647,844</b>	<b>1,737,552</b>	<b>3,988,462</b>	<b>4,128,496</b>

**Accounts of Interest**

- 03400 - Security guards budget reallocated to General Services Administration Division. Contracted services for pest control \$10,582, elevator maintenance \$9,192, fire and life safety maintenance & monitoring \$68,672, irrigation water treatment \$10,500, automatic door maintenance \$15,344, security and access system repairs and modifications \$45,000, HVAC Maintenance agreements \$61,847, uniform rental \$3,765, service contract for large chilled water A/C systems \$94,392, exotic vegetation management \$1,250, and shutter maintenance at the Administrative Center and Stuart Health Department \$2,345. Cost for administration center security guards reallocated to Human Resources \$90,535.
- 03404 - Blake Library \$42,000, Administration Building \$56,000, Disaster Recovery Center formerly EOC \$1,850, Indiantown Intergovernmental Center \$12,106, Tax Collector (Willoughby Blvd) \$16,580, Property Appraiser - Towers Building \$16,637, Cummings Library \$19,300, Morgade Library \$16,600, Indiantown Library \$9,100, Hobe Sound Library \$10,000, Hoke Library \$9,500, Supervisor of Elections \$8,400, General Services \$6,250, Hobe Sound Annex \$9,500, Stuart Health Dept. \$37,000, and Indiantown Health Dept. \$16,947
- 03409 - Administration Building \$15,000, Blake Library \$20,000, Hoke Library \$10,320, Hobe Sound Library \$13,050, Cummings Library \$12,000, Stuart Health Dept. \$24,230, and irrigation repairs \$34,630. Additional tree pruning and trimming services \$25,000.
- 04104 - For the additional iPads
- 04400 - Hobe Sound Annex \$175,000, Property Appraiser - \$250,000, Willoughby Commons POA \$20,000
- 05175 - Decrease due to removal of one-time expense to purchase computers for Lead Painter FTE and Building Operations Supervisor FTEs in FY19.
- 06400 - Security enhancements: Courthouse (\$30,010); Administrative Center (\$11,797); Lahti Library (\$8,130); Sheriff's Aviation Hangar (\$19,141); GSD/Field Ops (\$4,965)
- 06410 - to the removal of one-time expense to purchase a truck for new Building Operations Supervisor FTE in FY19.

**Significant Changes**

Two Divisions, Building Repair & Maintenance and Countywide Utility & Contract Management, were combined during FY19 and the addition of one (1) FTE (Facilities Maintenance Worker) for the Willoughby Commons Complex.

**General Services  
Countywide Utility & Contract Mgmt**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	152,846	128,416	0	0
01203 Standby Pay	490	0	0	0
01400 Overtime	295	0	0	0
01501 Cell Phone Stipend	1,348	960	0	0
02101 FICA	8,983	7,960	0	0
02102 Medicare	2,101	1,861	0	0
02200 Retirement Contributions	13,764	9,509	0	0
02300 Life and Health Insurance	39,457	23,868	0	0
03100 Professional Services	1,700	0	0	0
03400 Other Contractual Services	201,310	411,079	0	0
03404 Janitorial Services	255,639	287,770	0	0
03409 Mowing & Landscaping Services	177,387	129,230	0	0
04100 Communications	910	1,500	0	0
04301 Electricity	485,093	505,476	0	0
04303 Water/Sewer Services	88,523	70,000	0	0
04304 Garbage/Solid Waste Services	57,440	50,502	0	0
04400 Rentals and Leases	420,886	445,000	0	0
04402 Rentals and Leases/Copier Leases	0	1,500	0	0
04611 Building Repair and Maintenance	37,718	124,000	0	0
04612 Software Maintenance	20,022	0	0	0
04900 Other Current Charges	777	0	0	0
<b>Total Expenses</b>	<b>1,966,687</b>	<b>2,198,631</b>	<b>0</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,755,560	1,978,430	0	0
1525 Health Care/Medical Services	180,827	193,750	0	0
1589 \$15 Lcl Ord-Crt Facilities FS318.18	362	0	0	0
36200 Rents and Royalties	29,938	26,451	0	0
<b>Total Revenues</b>	<b>1,966,687</b>	<b>2,198,631</b>	<b>0</b>	<b>0</b>

**Accounts of Interest**

None

**Significant Changes**

Two Divisions: Building Repair & Maintenance and Countywide Utility & Contract Management, were merged during FY19. This page is for historical purposes only.

**General Services  
Sheriff Building Repair & Maint**

**Mission Statement**

Continue to pursue a proactive approach to building maintenance in all areas in an effort to optimize staff time and maximize building component and equipment life expectancies.

**Services Provided**

Services provided in this division include preventive maintenance of building components, routine repairs, emergency repairs and minor renovations as required. Activity types for this division are electrical, plumbing, air conditioning, carpentry, and minor renovations for Sheriff Department facilities in Martin County.

**Goals and Objectives**

- Standardize all building-related components and equipment through centralized building management in all County-owned or leased facilities.
- Continue to improve staff efficiency through flexible progressive organization and support of external training opportunities.
- Achieve consistent on-time completion of all necessary maintenance requests.
- Reduce the percentage of external requests from the various departments through consistent program management.

**Benchmarks**

- Martin County ratio of maintenance staff to inmate population is 1:120 as compared to St Lucie County at 1:90 and Okeechobee County at 1:100.
- Holt Correctional Facility is one of less than 2% of all jail facilities in the United States to have achieved National Accreditation status. Maintenance of the facility is one of the criteria for this accreditation.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Preventive vs Corrective work orders	%	27.50	30.00	31.00	30.00
Open Work Orders	#	29.00	45.00	4.00	45.00

**Outcomes**

Increase of preventive and predictive repair requests to reduce external requests and unscheduled downtime and increase customer satisfaction with our service delivery. Reductions in staffing and funding will reduce a proactive program to a reactive program.

**Staffing Summary**

Job Title	FY2019	FY2020
Electrician	1	1
Accounting Technician	.5	.5
Facilities Maintenance Worker		1
Plumber	1	1
Building Operations Manager	.5	1
Electronic Systems Tech	1	1
HVAC Technician	1	1
<b>Total FTE</b>	<b>5</b>	<b>6.5</b>

**Equipment Expenditures**

Misc equipment replacement as needed  
 4,000.00      x 1      = 4,000.00      Replacement

Martin County  
Fiscal Year 2020 Adopted Budget

**General Services  
Sheriff Building Repair & Maint**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	253,935	215,351	294,382	285,015
01203 Standby Pay	7,945	6,500	8,470	19,500
01400 Overtime	12,543	5,000	7,580	20,000
01501 Cell Phone Stipend	2,529	2,160	2,843	2,880
02101 FICA	16,087	14,066	18,135	20,120
02102 Medicare	3,762	3,289	4,241	4,706
02200 Retirement Contributions	21,890	18,738	25,823	27,487
02300 Life and Health Insurance	73,651	69,897	83,064	84,086
03100 Professional Services	1,530	0	0	0
03400 Other Contractual Services	1,247	0	191,666	375,017
03404 Janitorial Services	50	0	71,571	86,245
03409 Mowing & Landscaping Services	24	0	27,852	15,000
04002 Travel and Per Diem/Educational	0	1,000	0	1,000
04100 Communications	594	0	599	0
04200 Freight and Postage	940	1,000	88	1,000
04300 Utility Services	0	0	37,555	0
04301 Electricity	0	0	498,544	538,714
04303 Water/Sewer Services	0	0	328,130	211,200
04304 Garbage/Solid Waste Services	0	0	49,661	55,000
04400 Rentals and Leases	105	0	167	0
04600 Repairs and Maintenance	9,796	7,500	8,903	7,500
04610 Vehicle Repair and Maintenance	7,464	1,750	3,391	1,750
04611 Building Repair and Maintenance	125,671	150,000	155,768	158,462
04612 Software Maintenance	0	0	585	0
04700 Printing and Binding	456	0	0	0
04900 Other Current Charges	460	700	389	700
04910 Fleet Replacement Charge	4,450	4,450	4,450	4,450
05100 Office Supplies	1,098	450	101	2,950
05175 Computer Equipment \$1,000-\$4999.99	0	0	4,685	0
05195 Non-Capital Computer Equipment	0	0	613	0
05199 Other Non-Capital Equipment	2,208	4,000	1,393	4,000
05200 Operating Supplies	16,943	15,000	18,156	15,000
05204 Fuel	8,583	11,500	4,824	11,500
05207 Computer Supplies	32	0	1,650	0
06300 Improvements Other Than Buildings	1,656	0	0	0
06400 Furniture and Equipment	0	12,500	10,593	0
<b>Total Expenses</b>	<b>575,648</b>	<b>544,851</b>	<b>1,865,870</b>	<b>1,953,282</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	575,648	544,851	1,865,870	1,953,282
<b>Total Revenues</b>	<b>575,648</b>	<b>544,851</b>	<b>1,865,870</b>	<b>1,953,282</b>

**General Services**  
**Sheriff Building Repair & Maint**

**Accounts of Interest**

- 03400 - New Monrovia Substation pest control \$150, Sheriff's Complex sprinkler maintenance \$4,000, Sheriff's Hangar pest control \$600, Sheriff's Hangar (old) pest control \$600, Gun Range pest control \$600, Public Safety HVAC maintenance agreement and repairs \$5,000, Public Safety generator maintenance agreement \$30,050, Public Safety UPS maintenance agreement, \$28,000 Jail pest control \$3,550, Court Holding elevator maintenance \$3,000, Holt Correctional elevator maintenance \$2,500, Public Safety elevator maintenance \$4,500, Life Safety maintenance \$48,000, and monitoring of extinguishers at various locations \$37,450, service contract for large chilled water A/C systems \$70,084, Exotic vegetation management \$13,530, preventative maintenance contract Holt Jail Security/Controls equipment \$123,403
- 03404 - Janitorial services for New Monrovia Subdivision \$3,430, Holt Administration \$19,940, Public Safety Complex \$59,430, and Sheriff's Hanger \$3,445; increase based on contract out for bid.
- 03409 - Lawn services for the Martin County Sheriff's Gun Range.

**Significant Changes**

Two Divisions: Sheriff Building Repair & Maintenance and Sheriff Utility & Contract Management, were merged during FY19.

**General Services  
Sheriff Utility & Contract Mgmt**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	28,768	27,398	0	0
01501 Cell Phone Stipend	240	240	0	0
02101 FICA	1,680	1,699	0	0
02102 Medicare	393	397	0	0
02200 Retirement Contributions	2,195	2,263	0	0
02300 Life and Health Insurance	7,983	7,986	0	0
03100 Professional Services	1,700	0	0	0
03400 Other Contractual Services	170,328	251,614	0	0
03404 Janitorial Services	69,765	86,245	0	0
03409 Mowing & Landscaping Services	16,969	15,000	0	0
04301 Electricity	592,202	538,714	0	0
04303 Water/Sewer Services	228,845	211,200	0	0
04304 Garbage/Solid Waste Services	46,839	55,000	0	0
04611 Building Repair and Maintenance	775	8,462	0	0
05100 Office Supplies	0	2,500	0	0
<b>Total Expenses</b>	<b>1,168,683</b>	<b>1,208,718</b>	<b>0</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,168,683	1,208,718	0	0
<b>Total Revenues</b>	<b>1,168,683</b>	<b>1,208,718</b>	<b>0</b>	<b>0</b>

**Accounts of Interest**

None

**Significant Changes**

Two divisions, Sheriff Building Repair & Maintenance and Sheriff Utility & Contract Management, were merged during FY19. This page is for historical purposes only.



**General Services  
Vehicle & Equipment Repairs**

**Mission Statement**

Provide top-quality repairs and preventative services on all County-owned motorized vehicles. Ensure the health, safety and well-being of all program participants when driving county vehicles. Reduce unplanned maintenance downtime.

**Services Provided**

Provide preventative and corrective repair services for the County's fleet of vehicles and equipment. This division is an Internal Service Fund and derives all revenues from the user departments.

**Goals and Objectives**

- Provide cost effective and timely service for all program participants.
- Provide safety inspections and procedures for vehicles and equipment.
- Provide all departments with alternative service methods to meet required needs.
- Monitor vehicle and equipment repair costs to ensure accurate life cycle costs.

**Benchmarks**

The repair rate for heavy equipment is \$65 per hour as compared to the average private sector rate of \$94 per hour.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Preventive vs Corrective work orders	%	30.00	35.00	24.00	35.00
% labor hrs available vs hrs billed	%	75.00	80.00	72.00	80.00

**Outcomes**

Reduction in emergency calls for vehicle and equipment failures.

**Staffing Summary**

Job Title	FY2019	FY2020
Vehicle Services Administrator	.8	.8
Mechanic	2	2
Parts Inventory Coordinator	1	1
Fleet Services Coordinator	1	1
Mechanic II	1	
Accounting Technician	.8	.8
Senior Mechanic		1
Lead Mechanic	1	1
<b>Total FTE</b>	<b>7.6</b>	<b>7.6</b>

**Equipment Expenditures**

None

**General Services  
Vehicle & Equipment Repairs**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	360,201	365,525	373,657	376,794
01400 Overtime	168	0	879	0
01501 Cell Phone Stipend	384	384	384	384
02101 FICA	20,978	22,664	22,156	23,362
02102 Medicare	4,906	5,300	5,182	5,464
02200 Retirement Contributions	31,850	33,525	34,980	35,376
02300 Life and Health Insurance	92,995	93,743	91,559	93,729
03400 Other Contractual Services	2,618	15,500	11,714	15,500
03404 Janitorial Services	1,055	1,500	264	1,500
03410 Other Contractual Svcs - Staffing	0	4,000	0	4,000
04002 Travel and Per Diem/Educational	0	2,000	125	2,000
04200 Freight and Postage	4	75	17	75
04301 Electricity	11,692	12,000	13,127	12,000
04303 Water/Sewer Services	138	0	149	0
04304 Garbage/Solid Waste Services	3,615	2,400	1,494	2,400
04600 Repairs and Maintenance	554,317	510,000	71,191	510,000
04610 Vehicle Repair and Maintenance	17,494	5,000	327,707	5,000
04611 Building Repair and Maintenance	920	2,000	9,876	2,000
04612 Software Maintenance	40,269	0	0	0
04900 Other Current Charges	227	400	2,709	400
04910 Fleet Replacement Charge	18,510	18,603	18,603	18,603
05100 Office Supplies	699	1,000	854	1,000
05179 Other Equipment \$1000-\$4999.99	3,093	0	5,996	0
05195 Non-Capital Computer Equipment	0	0	431	0
05199 Other Non-Capital Equipment	898	1,829	4,629	1,829
05200 Operating Supplies	9,996	11,500	4,231	11,500
05204 Fuel	29,843	5,000	79,125	5,000
05400 Publications and Memberships	499	2,100	0	2,100
05500 Training	70	0	760	0
<b>Total Expenses</b>	<b>1,207,438</b>	<b>1,116,048</b>	<b>1,081,795</b>	<b>1,130,016</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
5300 Vehicle Maintenance	58,107	528	58,214	4,108
34120 Internal Service Fund Fees	1,127,867	1,100,000	989,558	1,105,908
34121 Internal Service Fund Fees/Rentals	21,180	15,520	30,860	20,000
36400 Disposition of Fixed Assets	284	0	0	0
36910 Insurance Proceeds/Refunds	0	0	3,164	0
<b>Total Revenues</b>	<b>1,207,438</b>	<b>1,116,048</b>	<b>1,081,795</b>	<b>1,130,016</b>

**Accounts of Interest**

- 03400 - Uniform Rental \$2,000, Oil Recovery \$500, Fuel Tank Cleaning Program \$10,000, Fuel Site Inspections \$3,000
- 03404 - Janitorial Services for Vehicle Maintenance building.
- 03410 - Contractual staff as needed for Vehicle Maintenance.

**Significant Changes**

There are no significant program changes.

**General Services  
Light Vehicle Replacement**

**Mission Statement**

This program is designed to procure replacement of the light vehicle fleet in a predetermined schedule of nine years or 90,000 miles. Currently there are approximately 188 vehicles participating in this program.

**Services Provided**

Procure replacement of the light vehicle fleet in accordance with Board current policy standards of nine years or 90,000 miles. Review usage of vehicles to maximize the County's value in this fleet.

**Goals and Objectives**

- Improve the overall condition of the fleet.
- Monitor the vehicles assigned usage to ensure maximum useful life.
- Reduce maintenance costs and downtime.
- Maximize resale at time of auction.

**Benchmarks**

The repair rate of the light fleet is \$65.00 per hour as compared to private sector average of \$85.00 per hour.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Average age of light fleet	#	N/A	5.00	5.00	5.5
% of resale above Kelly Blue Book	%	N/A	15.00	8.50	8.5

**Outcomes**

To provide the most cost-effective vehicle to the departments to meet the needs of their programs.

**Staffing Summary**

Job Title	FY2019	FY2020
Vehicle Services Administrator	.2	.2
Accounting Technician	.2	.2
<b>Total FTE</b>	<b>.4</b>	<b>.4</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**General Services  
Light Vehicle Replacement**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	24,176	24,768	25,559	25,512
01400 Overtime	0	0	7	0
01501 Cell Phone Stipend	96	96	96	96
02101 FICA	1,444	1,536	1,529	1,581
02102 Medicare	338	359	358	369
02200 Retirement Contributions	1,937	2,046	2,201	2,161
02300 Life and Health Insurance	4,348	4,414	4,214	4,414
04900 Other Current Charges	1,953	5,000	2,772	5,000
05179 Other Equipment \$1000-\$4999.99	0	0	1,051	0
05199 Other Non-Capital Equipment	0	5,000	0	5,000
05900 Depreciation	447,177	0	0	0
06410 Vehicles - Fleet Maintenance	0	613,272	583,369	613,272
<b>Total Expenses</b>	<b>481,469</b>	<b>656,491</b>	<b>621,155</b>	<b>657,405</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
5300 Vehicle Maintenance	-209,486	-46,781	-141,636	-45,867
34120 Internal Service Fund Fees	604,977	613,272	631,122	613,272
36400 Disposition of Fixed Assets	78,684	90,000	131,669	90,000
36910 Insurance Proceeds/Refunds	7,294	0	0	0
<b>Total Revenues</b>	<b>481,469</b>	<b>656,491</b>	<b>621,155</b>	<b>657,405</b>

**Accounts of Interest**

06410 - Replacement of light vehicle fleet based on current standards.

**Significant Changes**

There are no significant program changes.

**General Services  
Crt Hse/Crt Hld/COB Bldg Maint**

**Mission Statement**

To continue to pursue a proactive approach to building maintenance in facilities utilized by the 19th Judicial Circuit and associated Constitutional Officers in an effort to maximize building component and equipment life cycles. Maximize technology and monitor usage in order to minimize energy consumption.

**Services Provided**

Services provided in this division include preventive maintenance of building components, routine repairs, management of contracted services, monitoring utility consumption, emergency repairs, and minor renovations as required. Activity types for this division include electrical, plumbing, air conditioning, carpentry, security, and minor renovations for the facilities utilized by the 19th Judicial Circuit and associated Constitutional Offices.

**Goals and Objectives**

- \*Standardization of all building-related components and equipment through centralized building management in the facilities utilized by the 19th Judicial Circuit and associated Constitutional Offices.
- \*Continue to improve staff efficiency through flexible progressive organization and support of external training opportunities.
- \*Achieve consistent completion of all necessary maintenance requests.
- \*Reduce the percentage of requests through consistent program management.
- \*Ensure contractors adhere to scope of services.
- \*Ensure consistency in all contracted services.
- \*Continue to reduce utility consumption and pursue energy management.

**Staffing Summary**

Job Title	FY2019	FY2020
Building Maintenance Coord	.93	.93
Building Operations Supervisor	.6	.8
Maintenance Worker III	.85	
Facilities Maintenance Worker		.85
<b>Total FTE</b>	<b>2.38</b>	<b>2.58</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**General Services**  
**Crt Hse/Crt Hld/COB Bldg Maint**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	16,172	94,739	108,838	107,417
01203 Standby Pay	60	0	2,261	0
01400 Overtime	293	0	4,566	0
01501 Cell Phone Stipend	191	1,142	1,238	1,238
02101 FICA	972	5,874	6,809	6,660
02102 Medicare	227	1,374	1,593	1,558
02200 Retirement Contributions	1,365	7,825	10,670	11,371
02300 Life and Health Insurance	3,856	20,620	23,751	23,745
02600 Salary/Fringe Chargebacks	167,232	0	0	0
03400 Other Contractual Services	166,357	150,316	184,379	150,316
03404 Janitorial Services	62,858	128,629	103,209	128,629
03407 Transfer Station Disposal Cost	23,892	0	0	0
03409 Mowing & Landscaping Services	33,038	24,000	27,922	24,000
04300 Utility Services	0	0	11,264	0
04301 Electricity	139,953	167,000	154,249	167,000
04303 Water/Sewer Services	18,439	40,000	31,758	40,000
04304 Garbage/Solid Waste Services	11,634	20,000	19,344	20,000
04400 Rentals and Leases	372	0	455	0
04600 Repairs and Maintenance	212	0	895	0
04611 Building Repair and Maintenance	47,665	50,000	51,509	50,000
04900 Other Current Charges	450	0	716	0
05100 Office Supplies	0	0	105	0
05199 Other Non-Capital Equipment	0	0	829	0
05200 Operating Supplies	1,332	0	14,371	0
05204 Fuel	0	0	197	0
<b>Total Expenses</b>	<b>696,570</b>	<b>711,519</b>	<b>760,929</b>	<b>731,934</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1589 \$15 Lcl Ord-Crt Facilities FS318.18	696,570	711,519	760,929	731,934
<b>Total Revenues</b>	<b>696,570</b>	<b>711,519</b>	<b>760,929</b>	<b>731,934</b>

**Accounts of Interest**

03400 - Contracted services for pest control \$1,218, elevator maintenance \$24,008, fire and life safety maintenance & monitoring \$6,328, automatic door maintenance \$4,656, HVAC Maintenance agreements \$112,551, uniform rental \$355, and Judicial Vehicle Security Access Gate Maintenance Service \$1,200  
 03404 - Janitorial services for Courthouse, Court Holding, and COB Building  
 03409 - Landscaping services

**Significant Changes**

There are no significant program changes.

**Growth Management**

<b>Growth Management Program Chart</b> Total Full-Time Equivalents (FTE) = 28.00
---

<b>Administration</b> Total Full Time Equivalents (FTE) = 4
<b>Comp Planning</b> Total Full Time Equivalents (FTE) = 6.5
<b>Development Review</b> Total Full Time Equivalents (FTE) = 13
<b>Environmental</b> Total Full Time Equivalents (FTE) = 4.5

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
Total FTE	24.00	27.00	28.00	1.00	4 %
Total Budget Dollars	2,132,919	2,324,995	2,500,067	175,072	7.53 %

**Growth Management**

**Introduction**

Growth Management is responsible for planning and development services for unincorporated Martin County. The Growth Management work program is mandated by State Statutes, the Comprehensive Growth Management Plan (CGMP), Land Development Regulations (LDRs) and the County Commission's direction. As such, Growth Management must constantly balance its mandated responsibilities, such as processing plan amendments and development applications in accordance with the Comprehensive Growth Management Plan and the Land Development Regulations, while performing specific activities dictated by the County Administrator and the Commissioners.

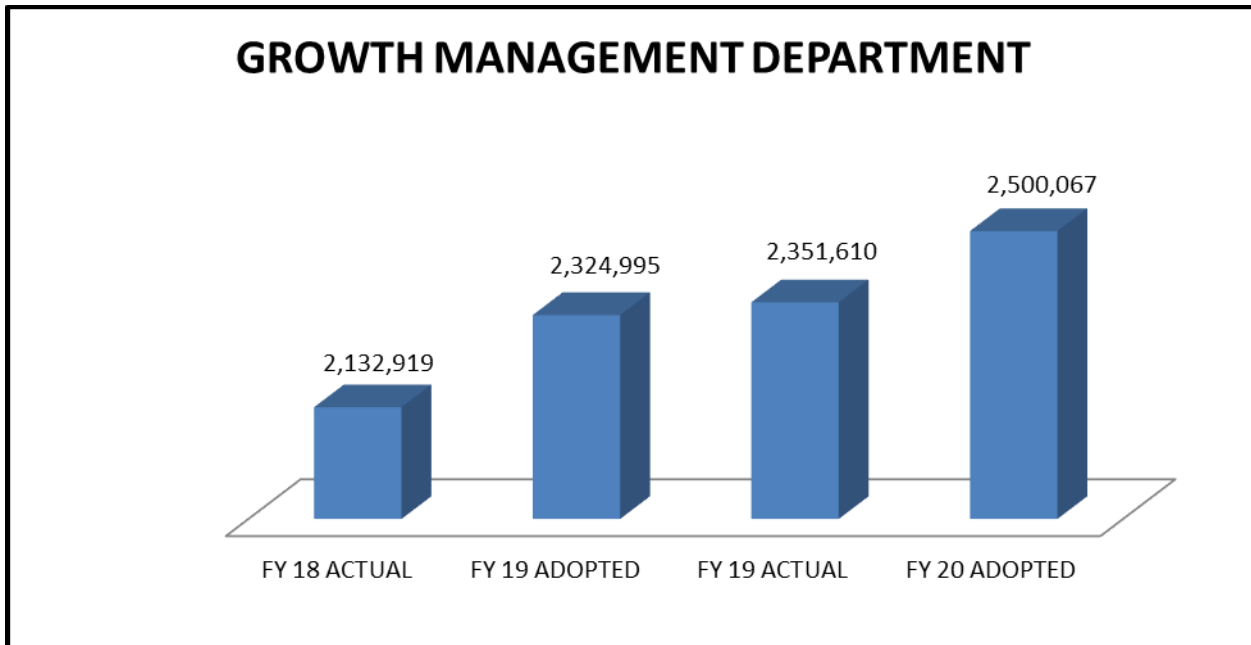
**Key Issues and Trends**

The Department was reorganized in FY 2018 to ensure more effective customer service and site compliance, and to correct the span of control that was lost over time in the Department due to position losses over the past years.

This budget year will be focused on reviewing comprehensive plan amendments that may now be submitted any time in the year and updating the County's Land Development Regulations to address Comprehensive Growth Management Plan (Comp Plan) consistency, emerging issues and streamlined review processes. This Work Program will be shared by all Divisions as we embark on this LDR update.

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Administration	312,615	323,307	449,095	451,496
Comp Planning	654,216	604,751	661,642	539,420
Development Review	814,390	921,960	809,307	1,030,029
Environmental	351,698	474,977	431,566	479,122
<b>Total Expenses</b>	<b>2,132,919</b>	<b>2,324,995</b>	<b>2,351,610</b>	<b>2,500,067</b>





Martin County  
Fiscal Year 2020 Adopted Budget

**Growth Management**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	1,491,626	1,606,369	1,648,627	1,721,773
01400 Overtime	0	0	6,426	0
01501 Cell Phone Stipend	360	360	360	360
01504 Class C Meal Reimbursement	45	0	77	0
02101 FICA	87,846	98,079	96,471	105,691
02102 Medicare	20,720	23,293	22,899	24,969
02200 Retirement Contributions	134,468	145,560	150,166	158,861
02300 Life and Health Insurance	230,608	269,183	274,440	297,816
03100 Professional Services	15,998	0	24,070	0
03101 Professional Services - IT	0	0	4,900	0
03102 Prof Serv-Outside Counsel-Lit	2,275	0	0	0
03400 Other Contractual Services	41,273	60,827	53,038	60,627
03410 Other Contractual Svcs - Staffing	18,796	52,561	24,742	52,561
04000 Travel and Per Diem	0	800	0	800
04001 Travel and Per Diem/Mandatory	0	900	0	900
04002 Travel and Per Diem/Educational	2,678	6,547	2,697	6,547
04100 Communications	90	0	7	0
04101 Communications- Cell Phones	401	400	441	400
04104 Communications-Data/Wireless Svcs	2,018	2,880	2,164	2,340
04200 Freight and Postage	3,420	3,750	1,926	3,750
04400 Rentals and Leases	3,000	0	2,630	4,200
04401 Rentals and Leases/Pool Vehicles	470	650	220	650
04402 Rentals and Leases/Copier Leases	8,575	6,000	7,544	8,500
04600 Repairs and Maintenance	56	650	49	650
04610 Vehicle Repair and Maintenance	1,619	898	1,193	2,300
04700 Printing and Binding	1,120	2,400	240	2,400
04900 Other Current Charges	4,699	2,150	1,678	3,900
04910 Fleet Replacement Charge	5,863	9,029	9,029	8,563
05100 Office Supplies	2,886	4,150	3,968	4,150
05195 Non-Capital Computer Equipment	6,095	2,764	549	2,764
05199 Other Non-Capital Equipment	3,250	600	1,902	600
05200 Operating Supplies	1,220	1,250	399	1,250
05204 Fuel	2,774	3,600	2,496	3,400
05207 Computer Supplies	1,747	3,200	382	3,200
05208 Software Licenses	1,120	0	0	0
05211 Software Services	5,617	7,500	0	7,500
05400 Publications and Memberships	3,812	3,875	2,682	3,875
05402 Publications/Subscriptions	95	1,340	95	1,340
05500 Training	3,209	3,430	3,104	3,430
06410 Vehicles - Fleet Maintenance	23,070	0	0	0
<b>Total Expenses</b>	<b>2,132,919</b>	<b>2,324,995</b>	<b>2,351,610</b>	<b>2,500,067</b>

**Growth Management**

**Expenditures and Revenues (cont.)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	1,430,117	1,819,495	1,774,351	1,994,567
1401 Administrative Fee Impact Fee	4,200	0	24,070	0
34900 Other Charges For Services	567,439	505,000	552,278	505,000
35400 Violations of Local Ordinances	130,675	0	575	0
35900 Other Fines and Forfeits	0	500	0	500
36900 Other Miscellaneous Revenues	488	0	335	0
<b>Total Revenues</b>	<b>2,132,919</b>	<b>2,324,995</b>	<b>2,351,610</b>	<b>2,500,067</b>

**Growth Management Department  
Administration**

**Mission Statement**

Manage Growth Management's resources in the most efficient and effective manner in order to achieve its objectives. Provide proposals, advice, and assistance to those who make decisions to enhance the County's natural and man-made environments for present and future generations.

**Services Provided**

Growth Management Administration provides leadership, coordination and fiscal support to Comprehensive Planning, Development Review and Environmental Divisions. It manages the daily operations of the Department; and updates and monitors operating policies and procedures to streamline operations. A large amount of Administration's time is ensuring assistance to members of the public by providing accurate information related to Growth Management's function and mission. Examples of its efforts include:

- Assistance to all Growth Management staff with typing, bulk mailings, scheduling, scanning, and other services as needed.
- Assistance to Commissioners by ensuring that Board of County Commissioner (BOCC) agenda items and Commissioners' inquiries are completed in a timely manner
- Management of records to ensure complete and accurate records are kept in accordance with State Statutes and County policies
- Assistance to requestors for information through the Department, the County's customer service systems, and requests for public records in accordance with State Statutes and County policies.

**Goals and Objectives**

- Produce and distribute all materials in a timely manner to the Board of County Commissioners and Local Planning Agency
- Respond in a timely and accurate manner to all inquiries.
- Produce high quality documents by deadline.
- Manage records efficiently and effectively.
- Complete converting the records management system from paper to digital.
- Respond to public records in accordance with State Statute.

**Benchmarks**

- BOCC agenda items processed and distributed by due date are currently at 88%.
- BOCC response time within the 10-day timeframe is currently at 80%.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Board Agenda Items within Timeframe	%	50.33	80.00	51.00	75.00
LPA Meeting Materials within Timeframe	%	83.47	90.00	100.00	90.00
Public Requests	#	184.75	200.00	187.00	250.00
Board Inquiry Responses - Reliability	%	65.23	90.00	64.00	80.00

**Outcomes**

High quality and timely prepared documents that assist the Board of County Commissioners and Growth Management staff, boards, and committees to make sound policy decisions and/or recommendations.

**Growth Management Department  
Administration**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Growth Management Director	1	1
Administrative Specialist II	1	1
Executive Aide	1	1
Deputy Growth Management Director		1
<b>Total FTE</b>	<b>3</b>	<b>4</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Growth Management Department  
Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	240,998	247,571	345,325	342,810
01400 Overtime	0	0	1,073	0
02101 FICA	13,781	13,832	19,431	20,196
02102 Medicare	3,398	3,590	4,881	4,972
02200 Retirement Contributions	30,651	32,813	40,421	42,063
02300 Life and Health Insurance	20,910	18,786	34,903	34,740
04000 Travel and Per Diem	0	500	0	500
04002 Travel and Per Diem/Educational	517	1,170	676	1,170
04100 Communications	0	0	7	0
04200 Freight and Postage	20	200	37	200
04401 Rentals and Leases/Pool Vehicles	80	100	0	100
04600 Repairs and Maintenance	0	450	0	450
04700 Printing and Binding	16	300	0	300
05100 Office Supplies	382	600	422	600
05195 Non-Capital Computer Equipment	0	200	120	200
05199 Other Non-Capital Equipment	0	0	400	0
05200 Operating Supplies	0	0	80	0
05207 Computer Supplies	0	500	0	500
05400 Publications and Memberships	842	925	842	925
05402 Publications/Subscriptions	95	440	95	440
05500 Training	925	1,330	380	1,330
<b>Total Expenses</b>	<b>312,615</b>	<b>323,307</b>	<b>449,095</b>	<b>451,496</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	312,210	323,307	448,765	451,496
36900 Other Miscellaneous Revenues	405	0	330	0
<b>Total Revenues</b>	<b>312,615</b>	<b>323,307</b>	<b>449,095</b>	<b>451,496</b>

**Accounts of Interest**

None

**Significant Changes**

Deputy Director was added in FY19 to assist the Director in the oversight of the Department.

**Growth Management Department  
Comp Planning**

**Mission Statement**

Maintain and enhance Martin County's high quality of living by implementing Comprehensive Growth Management (Comp) Plan policies and implementing Land Development Regulations through policy analysis, education and assistance to the public.

**Services Provided**

The County regulatory framework is multi-layered and comprehensive. The Comprehensive Planning Division provides policy analysis for the Local Planning Agency (LPA) and the Board of County Commissioners (BOCC). It provides effective customer service to ensure that the public understands the Comprehensive Plan and Land Development Regulations that affect them.

The Comprehensive Planning staff review all amendments to the County's Comprehensive Plan and provide Comp Plan policy review for development applications under review. The division maintains and provides a variety of annual technical reports, such as population studies, residential capacity, and various trend reports. The Division also performs most of the ordinance revisions needed to update the Land Development Regulations.

The reorganization of the Department placed the customer service function previously under the Development Review Division into this Division. The division includes two zoning technicians that answer thousands of questions from customers that walk in, call and email about a wide variety of subjects.

**Goals and Objectives**

- Conduct the review process for public and private amendments to the Comprehensive Growth Management Plan in accordance with Comprehensive Growth Management Plan policies and Florida Statutes. Produce staff reports on privately initiated amendments within 60 days of the amendment application being found sufficient.
- Provide various technical reports and special studies, as needed for ongoing County work programs, and as mandated by the Comprehensive Plan, directed by the Board of County Commissioners or at the request of the County Administrator.
- Update the Land Development Regulations.
- Provide accurate responses to customer service inquiries in a timely fashion.

**Benchmarks**

Under Sections 1-11 of the Martin County Comprehensive Plan, amendments are processed in accordance with State Statutes.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Organizational Capacity - Private Amend.	#	690.75	500.00	1,322.50	500.00
Organ. Capacity - BCC Amendments	#	530.25	400.00	839.25	500.00
Organizational Capacity - Strategic Obj.	#	358.50	500.00	390.50	500.00
LDRs - Applicant Initiated	#	529.20	10.00	21.50	20.00
LDRs - County Initiated	#	512.50	400.00	268.75	400.00
Customer Inquiries within Timeframe	%	25.58	60.00	81.00	60.00
Customer Inquiries	#	4,238.00	4,000.00	3,505.00	2,000.00
Occupational Licenses	#	380.00	400.00	330.00	400.00

**Outcomes**

Provide land use and policy recommendations based upon appropriate data and analysis, which is presented in a professional manner and equally understandable, by policy professionals and the general public.

**Growth Management Department  
Comp Planning**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Senior Planner	1	1
Principal Planner	1	1
Zoning Compliance Technician	2	2
Administrative Specialist II	.5	.5
Planner	1	1
Senior Associate Planner	1	
Comp Plan Administrator	1	1
Site Compliance Inspector	1	
<b>Total FTE</b>	<b>8.5</b>	<b>6.5</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Growth Management Department  
Comp Planning**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	476,369	457,661	449,684	382,559
01400 Overtime	0	0	1,389	0
01504 Class C Meal Reimbursement	0	0	63	0
02101 FICA	28,613	28,375	26,655	23,718
02102 Medicare	6,692	6,636	6,234	5,547
02200 Retirement Contributions	37,672	33,889	37,519	32,403
02300 Life and Health Insurance	55,453	47,498	77,949	63,391
03100 Professional Services	15,998	0	24,070	0
03400 Other Contractual Services	12,052	11,502	26,248	15,502
04000 Travel and Per Diem	0	100	0	100
04002 Travel and Per Diem/Educational	2,162	2,000	507	2,000
04104 Communications-Data/Wireless Svc	1,984	1,440	2,164	0
04200 Freight and Postage	2,022	2,250	1,200	2,250
04401 Rentals and Leases/Pool Vehicles	210	250	80	250
04402 Rentals and Leases/Copier Leases	3,049	2,000	2,515	3,000
04610 Vehicle Repair and Maintenance	0	0	617	0
04700 Printing and Binding	662	1,000	30	1,000
04900 Other Current Charges	2,990	950	711	2,000
04910 Fleet Replacement Charge	0	2,700	0	0
05100 Office Supplies	768	1,050	925	1,050
05195 Non-Capital Computer Equipment	1,499	800	429	800
05199 Other Non-Capital Equipment	2,751	0	607	0
05200 Operating Supplies	241	500	0	500
05204 Fuel	0	800	0	0
05207 Computer Supplies	203	1,000	88	1,000
05208 Software Licenses	438	0	0	0
05400 Publications and Memberships	1,630	1,350	1,225	1,350
05402 Publications/Subscriptions	0	200	0	200
05500 Training	759	800	735	800
<b>Total Expenses</b>	<b>654,216</b>	<b>604,751</b>	<b>661,642</b>	<b>539,420</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	629,398	579,751	552,605	514,420
1401 Administrative Fee Impact Fee	4,200	0	24,070	0
34900 Other Charges for Services	20,618	25,000	84,966	25,000
<b>Total Revenues</b>	<b>654,216</b>	<b>604,751</b>	<b>661,642</b>	<b>539,420</b>

**Accounts of Interest**

03400 - Municipal Code \$10,000, (increase) Microfilming \$5,302; Land Management Software services \$200.  
 04402 - Increase in copier charges  
 04900 - Increase due to BCC initiated Comp Plan Amendments (signage and recording)

**Significant Changes**

Two Site Compliance positions have been moved to the Development Review Division.



**Growth Management Department  
Development Review**

**Mission Statement**

Assure that new development is in compliance with the Comprehensive Growth Management Plan through the proper application of the Land Development Regulations (LDRs), site compliance activities and provide quality customer service in the most efficient manner through the use of technology.

**Services Provided**

The Development Review Division processes all rezoning requests, variances, and development applications for unincorporated Martin County. The Division expedites the review of projects within its CRA areas, and for targeted businesses, green development, affordable housing and projects providing public access to environmentally sensitive areas in accordance with Article 10, LDR. The Division participates in crafting land development regulations and participates in other special assignments such as land development regulation preparation. Division staff reviews a high volume of building permits for compliance with zoning, environmental, commercial, and CRA regulations.

The reorganization of the Department placed the compliance function previously under the Comp Planning Division into this Division. The Site Compliance Division has two site compliance/code enforcement officers that coordinate with the Environmental Division on complaints about clearing, excavating, and filling prior to site plan approval and violations in Preserve Areas. The officers also coordinate with Development Review planners on approved final site plans as the sites progress through completion. The site compliance staff prepare and manage code enforcement cases for LDR violations, in coordination with GMD and Public Works Department staff.

**Goals and Objectives**

- Coordinate the review process for all development applications
- Complete review of all land development applications accurately and efficiently within specified timeframes
- Assure that new developments fully comply with the County's Comprehensive Growth Management Plan and Land Development Regulations
- Conduct continuous evaluation of the Development Review process and implement process improvements as needed
- Increase the use of technology to improve project review activities, accessibility to public records, and efficiency of the addressing and street-naming process.
- Review building permits and assist permit applicants to ensure compliance with zoning, environmental, commercial, and CRA regulations.
- Assist with compliance with natural resource protection requirements for the County and/or approved Preserve Area Management Plans (PAMPs) as documented by Environmental Division staff.
- Monitor compliance of development activities for approved development orders.

**Benchmarks**

Applications reviewed in accordance with Article 10, LDR.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Development Review within Timeframe	%	16.67	60.00	N/A	60.00
Development Review - Cost Recovery	%	44.53	75.00	43.31	75.00
Staff Reports within Timeframe	%	28.42	80.00	N/A	80.00
Zoning Review of Building Permits	#	2,639.00	6,000.00	5,939.00	4,000.00

**Outcomes**

To assist customers in a timely manner with correct and accurate information, which will ensure all codes and ordinances are followed leading to a well-planned Martin County.

**Growth Management Department  
Development Review**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Principal Planner	2.5	2.5
Senior Planner - Environmental		.5
Planning Assistant		1
Senior Planner	1	2
Zoning Compliance Reviewer	3	3
Legal Assistant	1	
Sr Planner- Envir Devl Review	.5	
Administrative Specialist III	1	1
Sr Planner-Architect Review	1	
Develop Review Administrator	1	1
Environmental Enforce Officer		1
Site Compliance Inspector		1
<b>Total FTE</b>	<b>11</b>	<b>13</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Growth Management Department  
Development Review**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	544,291	631,058	570,331	714,983
01400 Overtime	0	0	3,964	0
01501 Cell Phone Stipend	180	180	180	180
01504 Class C Meal Reimbursement	45	0	7	0
02101 FICA	31,878	39,127	33,554	44,329
02102 Medicare	7,455	9,150	7,847	10,369
02200 Retirement Contributions	47,686	56,549	48,577	60,559
02300 Life and Health Insurance	111,826	145,832	114,134	152,145
03101 Professional Services - IT	0	0	3,267	0
03102 Prof Serv-Outside Counsel-Lit	2,275	0	0	0
03400 Other Contractual Services	20,610	18,300	9,777	14,100
04000 Travel and Per Diem	0	100	0	100
04002 Travel and Per Diem/Educational	0	1,500	465	1,500
04100 Communications	90	0	0	0
04104 Communications-Data/Wireless Svc	0	0	0	900
04200 Freight and Postage	1,256	1,000	610	1,000
04400 Rentals and Leases	3,000	0	2,630	4,200
04401 Rentals and Leases/Pool Vehicles	100	100	110	100
04402 Rentals and Leases/Copier Leases	5,526	4,000	5,029	5,500
04600 Repairs and Maintenance	0	200	0	200
04610 Vehicle Repair and Maintenance	293	0	92	1,000
04700 Printing and Binding	364	800	180	800
04900 Other Current Charges	1,709	1,000	967	1,700
04910 Fleet Replacement Charge	0	0	2,700	2,700
05100 Office Supplies	868	1,500	1,703	1,500
05195 Non-Capital Computer Equipment	3,457	1,764	0	1,764
05199 Other Non-Capital Equipment	499	600	653	600
05200 Operating Supplies	568	500	204	500
05204 Fuel	570	0	674	600
05207 Computer Supplies	772	1,200	147	1,200
05208 Software Licenses	573	0	0	0
05211 Software Services	3,745	5,000	0	5,000
05400 Publications and Memberships	960	1,200	245	1,200
05402 Publications/Subscriptions	0	500	0	500
05500 Training	725	800	1,260	800
06410 Vehicles - Fleet Maintenance	23,070	0	0	0
<b>Total Expenses</b>	<b>814,390</b>	<b>921,960</b>	<b>809,307</b>	<b>1,030,029</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	419,518	571,960	462,045	680,029
34900 Other Charges for Services	394,789	350,000	347,257	350,000
36900 Other Miscellaneous Revenues	83	0	5	0
<b>Total Revenues</b>	<b>814,390</b>	<b>921,960</b>	<b>809,307</b>	<b>1,030,029</b>

**Growth Management Department  
Development Review**

**Accounts of Interest**

03400 - Recorder for LPA/BOZA (\$12,000); Implementation of land management software services (\$2,100)  
04104 - Ipad monthly charge for site compliance staff moved from Comp Planning Division.  
04400 - Archive management services for file storage, was reallocated from Other Contractual Services.  
04402 - Increase in copier charges  
04610 - Vehicle maintenance expenses  
04900 - Increase in recording costs  
04910 - Reallocated expense from Comp Planning Division, fleet replacement.  
05204 - Reallocated from Comp Planning Division, fuel.  
05211 - Accela Software Licenses/Service.

**Significant Changes**

Two Site Compliance positions were moved from the Comprehensive Planning Division to this division.

**Growth Management Department  
Environmental**

**Mission Statement**

The mission of the Environmental Division is to ensure the environmental sustainability of Martin County by implementing the natural resource provisions of the Comp Plan, and the Land Development Regulations.

**Services Provided**

This regulatory function includes proposed development review for environmental and landscape code compliance, field inspections, complaint investigations, building permit review, and GMD specific environmental permitting, and environmental enforcement. The Division also assists other departments with planning, review, and post-approval activities. Division staff is charged with the review and implementation of changes to landscaping and environmental regulations found in the Comp Plan and Land Development Regulations. The Division provides environmental services, such as field surveys including wildlife evaluations and wetland delineations and Preserve Area Management Plan (PAMP) development, using in-house staff in lieu of contractors whenever possible.

**Goals and Objectives**

- Review, inventory, and measure impacts to existing natural resources.
- Review potential impacts to existing natural resources through permitting, compliance inspections, complaint investigations and enforcement proceedings.
- Review compliance with County natural resource protection and landscape requirements regarding proposed development order applications and building permits.
- Monitor compliance with natural resource protection requirements for approved development orders, and/or approved Preserve Area Management Plans (PAMPs).
- Update the Comp Plan and LDRs, as assigned.

**Benchmarks**

- Inspect 100% of top 40 PAMPs once a year.
- Applications reviewed in accordance with Article 10, LDR.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Environmental Reviews within Timeframe	%	18.33	70.00	N/A	70.00
Environmental Inquiries within Timeframe	%	11.08	70.00	57.50	70.00
Fees for Service	\$	152,032.50	130,000.00	120,055.00	130,000.00
Environmental Inspection Compliance	%	31.08	90.00	N/A	90.00
Environmental Review of Building Permits	#	831.00	2,000.00	2,353.00	1,000.00

**Outcomes**

The protection of the natural environment from development impacts and the understanding of staff and the public regarding the value of the County's environmental resources.

**Staffing Summary**

Job Title	FY2019	FY2020
Principal Planner	.5	.5
Sr Planner-Environ. Planning	1	
Sr Planner- Envir Devl Review	.5	
Administrative Specialist II	.5	.5
Planner	1	1
Senior Planner - Environmental		1.5
Environmental Administrator	1	1
<b>Total FTE</b>	<b>4.5</b>	<b>4.5</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Growth Management Department  
Environmental**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	229,968	270,079	283,287	281,421
01501 Cell Phone Stipend	180	180	180	180
01504 Class C Meal Reimbursement	0	0	7	0
02101 FICA	13,575	16,745	16,831	17,448
02102 Medicare	3,175	3,917	3,936	4,081
02200 Retirement Contributions	18,458	22,309	23,649	23,836
02300 Life and Health Insurance	42,419	57,067	47,454	47,540
03101 Professional Services - IT	0	0	1,633	0
03400 Other Contractual Services	8,612	31,025	17,014	31,025
03410 Other Contractual Svcs - Staffing	18,796	52,561	24,742	52,561
04000 Travel and Per Diem	0	100	0	100
04001 Travel and Per Diem/Mandatory	0	900	0	900
04002 Travel and Per Diem/Educational	0	1,877	1,049	1,877
04101 Communications- Cell Phones	401	400	441	400
04104 Communications-Data/Wireless Svcs	34	1,440	0	1,440
04200 Freight and Postage	122	300	79	300
04401 Rentals and Leases/Pool Vehicles	80	200	30	200
04600 Repairs and Maintenance	56	0	49	0
04610 Vehicle Repair and Maintenance	1,326	898	484	1,300
04700 Printing and Binding	78	300	30	300
04900 Other Current Charges	0	200	0	200
04910 Fleet Replacement Charge	5,863	6,329	6,329	5,863
05100 Office Supplies	868	1,000	918	1,000
05195 Non-Capital Computer Equipment	1,139	0	0	0
05199 Other Non-Capital Equipment	0	0	242	0
05200 Operating Supplies	412	250	115	250
05204 Fuel	2,203	2,800	1,822	2,800
05207 Computer Supplies	772	500	147	500
05208 Software Licenses	109	0	0	0
05211 Software Services	1,872	2,500	0	2,500
05400 Publications and Memberships	380	400	370	400
05402 Publications/Subscriptions	0	200	0	200
05500 Training	800	500	729	500
<b>Total Expenses</b>	<b>351,698</b>	<b>474,977</b>	<b>431,566</b>	<b>479,122</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	68,990	344,477	310,936	348,622
34900 Other Charges for Services	152,033	130,000	120,055	130,000
35400 Violations of Local Ordinances	130,675	0	575	0
35900 Other Fines and Forfeits	0	500	0	500
<b>Total Revenues</b>	<b>351,698</b>	<b>474,977</b>	<b>431,566</b>	<b>479,122</b>

**Accounts of Interest**

03400 - Turtle Lighting (\$10,425); Environmental Education Program for HOA's and POA's (\$20,000); land management software services (\$600)

03410 – Admin. Assistant support

04610 - Increase based on historical costs

05211 - Accela Software Licenses/Service.

**Significant Changes**

No significant changes

**Information Technology Services**

<b>Information Technology Services</b> <b>Program Chart</b> Total Full-Time Equivalents (FTE) = 40.00
---

<b>Information Systems/Administration</b> Total Full Time Equivalents (FTE) = 2
<b>Application Management Services</b> Total Full Time Equivalents (FTE) = 13
<b>Technical Management Services</b> Total Full Time Equivalents (FTE) = 14
<b>Communication Services</b> Total Full Time Equivalents (FTE) = 6
<b>Project Management Services</b> Total Full Time Equivalents (FTE) = 5

	<u>FY 2018</u> <u>ACTUAL</u>	<u>FY 2019</u> <u>ADOPTED</u>	<u>FY 2020</u> <u>ADOPTED</u>	<u>FY 2019 to FY 2020</u> <u>Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	38.00	39.00	40.00	1.00	3 %
<b>Total Budget Dollars</b>	3,177,562	3,495,251	3,618,013	122,762	3.51 %

## Information Technology Services

### Introduction

The mission of the Information Technology Services (ITS) department is to provide efficient and effective technology to the County departments that deliver services to the citizens and businesses of Martin County. ITS is driven to provide these services at the lowest possible cost while meeting the business needs of our County departments and taxpayers. The Department delivers quality service and innovative information technology solutions to provide citizens, the business community, and County staff with convenient and secure access to appropriate information and services.

In conjunction with the department's client focus and leveraging from the best practices implemented throughout the previous decade, the Department has been proactively meeting the IT needs of the County organization, several County Constitutional Officers, and Cities and Towns in Martin County. In each case, the Department has acquired select or comprehensive sets of technology capabilities, providing superior service at a cost equal-to or less-than that of commercial offerings. In addition, the Department revisited BOCC clients, and has reviewed and revised the ITS Departmental objectives. These actions have culminated in the development of a Shared Services and a Best Management Practices model that guides the Department's operations.

ITS has now focused service delivery around its core competencies in the form of performing eight basic services. Effort is focused on new cost optimization initiatives to modernize infrastructure, improve security, and implement common and reusable IT solutions. Work is also being done on the underlying principles and general approach by which to plan and manage IT systems and services in the future. ITS also provides and supports the basic framework for the County's computing platforms and operational plans.

### Key Issues and Trends

ITS strives to meet the needs of the County while balancing available resources. The promise of technology is a reduction in operating expenses that may come from digitizing or automating traditional labor-intensive processes. Most departments made these reductions by investing in more technology and re-architecting processes to be more efficient and less costly. Because of these technology acquisitions, the workload in ITS has risen as has the need to invest in maintaining technologies that have made many operating reductions possible.

ITS now faces new challenges as a result of aging business software applications. Business critical applications in use are becoming obsolete and unable to meet business demands due to aging software and hardware environments. Accelerating changes in technology and greater demands for service are forcing software vendors to end-of-life current products and deliver new solutions. Acquisitions and consolidation of like products are also driving the sunset of applications currently in use, requiring us to upgrade or select new applications with a challenge to find funding sources for meeting these needs.

#### Projects Currently Underway:

- Land Management system replacement - support for licensing, building permits, development review and code enforcement.
- Asset Management system refresh - support for infrastructure for roads, utilities, parks and County facilities.
- Document Management system replacement - support for other business systems and efficiency in document handling.
- Voice Telephone system replacement - current system is over 14 years old and all County operations depend on this system.

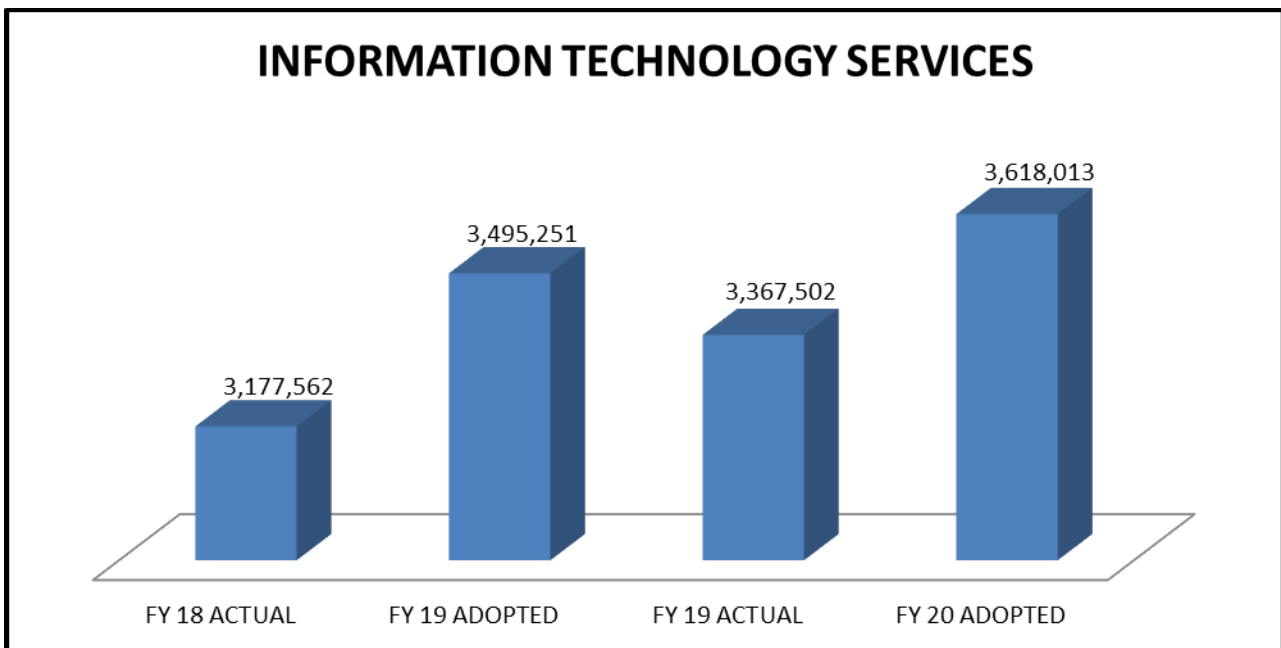
All of these ongoing modernization and cost-optimization efforts, along with the unmet demand for additional services, will require steady investments in technology and staffing over the next several budget cycles.



**Information Technology Services**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Information Systems/Administration	390,937	393,732	358,182	267,668
Data Center Services	490,325	435,814	214,890	0
Application Management Services	1,174,139	1,317,354	1,150,204	1,191,458
Technical Management Services	572,000	577,685	805,574	1,120,112
Communication Services	297,352	387,427	462,592	613,629
Document Management Services	82,425	79,023	38,891	0
Radio Services	170,383	304,216	118,787	0
Project Management Services	0	0	218,382	425,146
<b>Total Expenses</b>	<b>3,177,562</b>	<b>3,495,251</b>	<b>3,367,502</b>	<b>3,618,013</b>



**Information Technology Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	2,211,625	2,414,151	2,384,263	2,483,554
01203 Standby Pay	12,740	12,740	12,740	12,740
01400 Overtime	1,641	3,150	4,867	3,150
01501 Cell Phone Stipend	5,953	5,640	6,235	6,360
01502 Internet Access Stipend	2,400	2,400	2,880	3,360
01504 Class C Meal Reimbursement	184	0	198	0
02101 FICA	131,948	150,449	141,968	154,783
02102 Medicare	30,859	35,243	33,202	36,245
02200 Retirement Contributions	205,164	226,385	234,073	246,233
02300 Life and Health Insurance	376,162	449,589	401,516	475,613
03101 Professional Services - IT	3,700	0	0	0
03400 Other Contractual Services	1,588	2,920	2,643	2,920
03404 Janitorial Services	250	190	444	190
03410 Other Contractual Svs - Staffing	59,008	16,880	12,053	16,880
04000 Travel and Per Diem	383	6,000	0	0
04002 Travel and Per Diem/Educational	21,448	35,260	19,231	41,775
04100 Communications	0	350	0	350
04101 Communications- Cell Phones	1,119	4,573	1,497	2,180
04104 Communications-Data/Wireless Svc	2,327	6,177	2,929	4,260
04200 Freight and Postage	111	1,497	1,023	1,572
04301 Electricity	20,189	18,000	17,729	18,000
04400 Rentals and Leases	0	1,600	0	1,600
04401 Rentals and Leases/Pool Vehicles	3,562	2,690	2,070	3,130
04402 Rentals and Leases/Copier Leases	2,362	2,500	2,362	2,500
04600 Repairs and Maintenance	3,352	17,365	1,943	17,365
04610 Vehicle Repair and Maintenance	5,912	3,400	8,195	3,400
04611 Building Repair and Maintenance	291	5,500	1,031	5,500
04614 Hardware Maintenance	534	0	0	0
04700 Printing and Binding	421	2,150	470	2,350
04910 Fleet Replacement Charge	8,050	8,500	8,500	8,050
05100 Office Supplies	3,035	6,080	2,710	7,100
05175 Computer Equipment \$1,000-\$4,999.99	3,518	0	480	0
05195 Non-Capital Computer Equipment	5,943	0	8,585	0
05199 Other Non-Capital Equipment	0	500	1,601	500
05200 Operating Supplies	2,621	6,650	6,127	8,000
05204 Fuel	4,770	4,500	6,664	4,500
05207 Computer Supplies	1,279	300	2,030	300
05208 Software Licenses	1,591	1,500	1,692	2,500
05400 Publications and Memberships	3,351	3,355	3,481	3,810
05402 Publications/Subscriptions	0	438	435	533
05500 Training	38,172	36,630	29,636	36,710
<b>Total Expenses</b>	<b>3,177,562</b>	<b>3,495,251</b>	<b>3,367,502</b>	<b>3,618,013</b>

**Information Technology Services**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	2,865,442	3,105,784	2,998,635	3,234,761
1110 Unincorporated MSTU	99,108	111,875	99,297	107,166
1111 Building and Permitting	21,553	85,519	76,297	82,142
1120 Consolidated Fire/EMS	-511	0	0	0
1137 Community Broadband Network	28,593	28,748	26,897	28,893
3301 Road Projects	9,853	13,683	8,980	11,483
4102 Consolidated - Operating	103,635	104,750	106,651	107,497
4200 Solid Waste	44,415	44,892	45,708	46,071
36900 Other Miscellaneous Revenues	5,474	0	5,038	0
<b>Total Revenues</b>	<b>3,177,562</b>	<b>3,495,251</b>	<b>3,367,502</b>	<b>3,618,013</b>

**Information Technology Services  
Information Systems/Administration**

**Mission Statement**

Develop and implement an overall information technology strategy, architecture, and support structure for the operating departments of the Board of County Commissioners and other constitutional agencies of Martin County.

**Services Provided**

Information Technology Services Administration is the support for all information technology programs providing:

- Administrative Support
- Direction
- Management
- Leadership
- Customer Support

**Goals and Objectives**

- Lead in information management solutions that enable Martin County's government to work smarter - leadership.
- Promote and deliver software as service solutions to deliver additional services via the web and potentially create alternate revenue funding sources for Information Technology Services.
- Reduce the emissions and energy consumption from the use of technology - greening of IT.
- Provide an integrated computing architecture that supplies efficient and productive information tools for the County to conduct its business - integration.
- Deliver world-class services to the operating departments of the Board of County Commissioners and to the other organizations it supports - service.
- Make government information more available, accessible and affordable - access.
- Align IT investments with the organization's needs - strategy.
- Minimize the cost of computing and information management - cost of ownership.
- Transform business practices to capture the benefits of automation - process redesign.

**Benchmarks**

Respond to calls for assistance within five hours compared to Anaheim, CA within four hours.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Service Level Agreement Performance	%	100.00	100.00	100.00	100.00

**Outcomes**

Achieve an overall rating of satisfactory for Information Technology Services.

**Staffing Summary**

Job Title	FY2019	FY2020
Project & Services Manager	1	
Executive Aide	1	1
Chief Information Officer	1	1
<b>Total FTE</b>	<b>3</b>	<b>2</b>

**Equipment Expenditures**

None

**Information Technology Services  
Information Systems/Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	285,371	283,371	254,669	181,979
01501 Cell Phone Stipend	600	600	208	0
01504 Class C Meal Reimbursement	56	0	0	0
02101 FICA	17,065	17,356	15,359	11,103
02102 Medicare	3,991	4,109	3,592	2,639
02200 Retirement Contributions	42,560	44,238	44,354	38,418
02300 Life and Health Insurance	28,500	28,538	30,484	22,244
04002 Travel and Per Diem/Educational	3,297	5,610	3,851	4,000
04104 Communications-Data/Wireless Svc	520	675	404	0
04200 Freight and Postage	96	220	160	220
04401 Rentals and Leases/Pool Vehicles	410	530	190	530
04402 Rentals and Leases/Copier Leases	2,362	2,500	2,362	2,500
04700 Printing and Binding	392	1,000	435	1,000
05100 Office Supplies	513	760	219	500
05200 Operating Supplies	0	300	0	500
05204 Fuel	32	0	0	0
05207 Computer Supplies	0	300	0	300
05400 Publications and Memberships	1,180	800	1,180	800
05402 Publications/Subscriptions	0	325	0	325
05500 Training	3,992	2,500	715	610
<b>Total Expenses</b>	<b>390,937</b>	<b>393,732</b>	<b>358,182</b>	<b>267,668</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	390,937	393,732	358,182	267,668
<b>Total Revenues</b>	<b>390,937</b>	<b>393,732</b>	<b>358,182</b>	<b>267,668</b>

**Accounts of Interest**

- 04002 - Moving funds to new org Project Management Services.
- 04104 - Moving funds to new org Project Management Services.
- 05100 - Moving funds to new org Project Management Services.
- 05200 - Based on actuals
- 05500 - Moving funds to new org Project Management Services.

**Significant Changes**

Transferred one (1) FTE to the Project Management Services Division - Project & Services Manager.

**Information Technology Services  
Data Center Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	356,410	304,789	157,362	0
01501 Cell Phone Stipend	2,487	2,280	1,087	0
01502 Internet Access Stipend	1,237	960	458	0
01504 Class C Meal Reimbursement	28	0	0	0
02101 FICA	21,417	18,897	9,435	0
02102 Medicare	5,009	4,420	2,207	0
02200 Retirement Contributions	28,225	25,175	12,998	0
02300 Life and Health Insurance	63,528	60,177	28,301	0
04000 Travel and Per Diem	383	0	0	0
04002 Travel and Per Diem/Educational	1,008	7,475	25	0
04101 Communications-Cell Phones	507	2,363	310	0
04104 Communications-Data/Wireless Svc	103	312	0	0
04200 Freight and Postage	0	50	0	0
04401 Rentals and Leases/Pool Vehicles	60	250	0	0
04700 Printing and Binding	0	500	0	0
05100 Office Supplies	323	500	35	0
05200 Operating Supplies	494	615	0	0
05500 Training	9,105	7,050	2,672	0
<b>Total Expenses</b>	<b>490,325</b>	<b>435,814</b>	<b>214,890</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	490,325	435,814	214,890	0
<b>Total Revenues</b>	<b>490,325</b>	<b>435,814</b>	<b>214,890</b>	<b>0</b>

**Accounts of Interest**

None

**Significant Changes**

In FY19, the Data Center Services Division merged with Technical Management Services. This page is for historical purposes only.

**Information Technology Services  
Application Management Services**

**Mission Statement**

Plan, develop, implement, integrate, support and manage the Countywide and departmental information systems that support the functional and operational requirements, business transactions, workflow processes, and strategic missions of the County.

**Services Provided**

- Enterprise Application Services - provides consulting, selection, implementation, support, reporting and on-going management for systems that span multiple departments.
- Department Specific Application Services - provides consulting, selection, implementation, support and on-going management for systems that are specific to departments or individuals of departments.
- Professional Services - provides the following functions for the County:
  - Information Technology Portfolio Management, Program Management, Vendor Management and Project Management.
  - Consulting Services for technology selection and implementation.
  - Integrated financial components for budget planning and project implementation.
  - Multi-year planning and tracking of Information Technology Services investments and on-going operational costs.
  - Strategic planning for information systems architecture and enterprise initiatives.

**Goals and Objectives**

- Perform ITS' vendor and contract management, which in turn, is used by the Information Technology Services Department, and for the Technology Investment Plan (TIP) budgets, projects, recurring services, maintenance contracts, and obligations.
- Perform a resource management strategy that will allow prioritization of projects and non-standard service requests, based on business value.
- Maximize the use of existing software applications and increase reuse of software components. Perform timely software upgrades or replacements.
- Implement processes and systems procedures that will tie Information Technology services to business functions, information technology infrastructure, and budget and customer requirements.
- Centralize application development tools and solutions to create a software integration architecture that will extend capabilities of existing enterprises and departmental systems.

**Benchmarks**

To perform financial management of Information Technology Services for 95% of the organization compared to an Information Technology Infrastructure Library (ITIL) best practices average of 90%.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Financial Mgmt for IT Services	%	98.00	98.00	98.00	98.00

**Outcomes**

Achieve a minimal variance between predicted budgets and actual expenditures for baseline Information Technology costs.

**Information Technology Services  
Application Management Services**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Database Administrator	1	1
GIS Analyst	2	2
Administrative Specialist II	1	1
IT Business Process Analyst	2	
Professional Services Admin	1	1
Senior Systems Analyst	5	5
Systems Analyst	3	3
<b>Total FTE</b>	<b>15</b>	<b>13</b>

**Equipment Expenditures**

None



**Information Technology Services  
Application Management Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	805,292	935,628	844,792	845,017
01501 Cell Phone Stipend	152	360	332	720
01502 Internet Access Stipend	203	480	443	960
01504 Class C Meal Reimbursement	44	0	184	0
02101 FICA	47,667	58,008	49,845	52,390
02102 Medicare	11,148	13,569	11,657	12,253
02200 Retirement Contributions	65,511	77,283	76,256	77,826
02300 Life and Health Insurance	146,477	180,467	135,430	152,552
03101 Professional Services - IT	3,700	0	0	0
03410 Other Contractual Svs - Staffing	59,008	16,880	1,601	16,880
04002 Travel and Per Diem/Educational	9,396	10,000	5,613	10,000
04104 Communications-Data/Wireless Svc	1,558	4,320	2,285	2,500
04200 Freight and Postage	0	100	476	100
04401 Rentals and Leases/Pool Vehicles	2,510	300	150	300
04600 Repairs and Maintenance	0	2,000	0	2,000
04614 Hardware Maintenance	220	0	0	0
04700 Printing and Binding	0	500	35	500
05100 Office Supplies	1,364	3,000	736	3,000
05175 Computer Equipment \$1,000-\$4,999.99	0	0	480	0
05195 Non-Capital Computer Equipment	5,922	0	3,529	0
05199 Other Non-Capital Equipment	0	0	607	0
05200 Operating Supplies	120	2,000	1,107	2,000
05207 Computer Supplies	15	0	233	0
05208 Software Licenses	1,403	1,500	1,582	1,500
05400 Publications and Memberships	670	960	690	960
05402 Publications/Subscriptions	0	0	435	0
05500 Training	11,760	10,000	11,705	10,000
<b>Total Expenses</b>	<b>1,174,139</b>	<b>1,317,354</b>	<b>1,150,204</b>	<b>1,191,458</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	955,837	1,017,404	874,952	899,467
1110 Unincorporated MSTU	99,108	111,875	99,297	107,166
1111 Building and Permitting	21,553	85,519	76,297	82,142
3301 Road Projects	9,853	13,683	8,980	11,483
4102 Consolidated - Operating	61,452	62,211	63,474	63,840
4200 Solid Waste	26,336	26,662	27,203	27,360
<b>Total Revenues</b>	<b>1,174,139</b>	<b>1,317,354</b>	<b>1,150,204</b>	<b>1,191,458</b>

**Accounts of Interest**

01501 - Increase due to additional coverage needed.

01502 - Increase due to additional coverage needed.

03410 - Other contractual staffing to assist with administrative duties, cover vacant positions and various in-house projects as needed.

04104 - Based on actuals

**Significant Changes**

Transferred out two (2) FTE's to the Project Management Services Division - IT Business Process Analysts.

**Information Technology Services  
Technical Management Services**

**Mission Statement**

Configuration and reliable operation of computer systems, desktop and data center, to ensure uptime, performance, resources, and security of the systems meet the needs of the users, without exceeding the budget when doing so.

**Services Provided**

- Provide secure, available, reliable, and cost-efficient enterprise-wide computer server systems to support automated business processes, including server facility ownership and management, and server administration.
- Provide the desktop hardware and software tools needed to facilitate individual workers' roles and job requirements and provide access to the County's business applications and data; as well as provide a single initial point of contact for all information technology assistance.
- Life-cycle management of data center and desktop infrastructure.

**Goals and Objectives**

- Complete customer requests for standard and non-standard software and hardware support within the timeframe outlined in the service level agreement/s.
- Improve methodology to minimize desktop workstation downtime.
- Continue to initiate and implement data center and desktop architecture revisions to reduce total cost of ownership.
- Solve technology problems at the first point of contact whenever possible; refer problems to the appropriate staff promptly; follow-up and track problems that are unresolved; prioritize unresolved problems according to Information Technology Services policy; and track problems and trends.

**Benchmarks**

Percentage of Non-Virtualized Servers supported by the Information Technology Services Department compared to Brevard County at 46.77%.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
System Availability	%	100.00	100.00	100.00	100.00
1st Point of Contact - Issue Remedied	%	69.50	70.00	73.25	70.00

**Outcomes**

Achieve server hardware systems availability at 97% or better.

**Staffing Summary**

Job Title	FY2019	FY2020
IT Technical Services Manager	1	1
Sr ITS Helpdesk Representative		1
Systems Analyst	1	1
PC Support Technician	1	1
Desktop Computer Specialist	1	1
Systems Administrator		1
ITS Help Desk Representative	2	1
Desktop Analyst	1	3
Records System Administrator		1
Senior Systems Administrator	1	3
<b>Total FTE</b>	<b>8</b>	<b>14</b>

**Equipment Expenditures**

None

**Information Technology Services  
Technical Management Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	416,476	417,043	580,016	793,919
01400 Overtime	0	0	3,167	0
01501 Cell Phone Stipend	1,477	1,440	3,112	4,200
01502 Internet Access Stipend	0	0	484	960
01504 Class C Meal Reimbursement	28	0	0	0
02101 FICA	24,613	25,858	34,626	49,221
02102 Medicare	5,756	6,048	8,098	11,514
02200 Retirement Contributions	37,636	39,282	53,675	72,519
02300 Life and Health Insurance	72,345	72,619	93,980	154,774
03410 Other Contractual Svs - Staffing	0	0	10,452	0
04002 Travel and Per Diem/Educational	2,585	4,800	3,221	12,275
04100 Communications	0	350	0	350
04101 Communications- Cell Phones	0	1,430	311	800
04104 Communications-Data/Wireless Svc	0	0	0	800
04200 Freight and Postage	0	200	0	250
04401 Rentals and Leases/Pool Vehicles	312	1,000	90	1,250
04600 Repairs and Maintenance	0	365	0	365
04700 Printing and Binding	0	0	0	500
05100 Office Supplies	258	500	1,327	1,500
05195 Non-Capital Computer Equipment	21	0	600	0
05199 Other Non-Capital Equipment	0	500	0	500
05200 Operating Supplies	135	1,000	180	2,115
05207 Computer Supplies	1,264	0	0	0
05208 Software Licenses	188	0	110	0
05500 Training	8,906	5,250	12,125	12,300
<b>Total Expenses</b>	<b>572,000</b>	<b>577,685</b>	<b>805,574</b>	<b>1,120,112</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	511,738	516,916	743,894	1,057,744
4102 Consolidated - Operating	42,183	42,539	43,176	43,657
4200 Solid Waste	18,078	18,230	18,504	18,711
<b>Total Revenues</b>	<b>572,000</b>	<b>577,685</b>	<b>805,574</b>	<b>1,120,112</b>

**Accounts of Interest**

None

**Significant Changes**

Multiple line item increases due to consolidation with Data Center Services.  
One (1) additional FTE - Desktop Analyst.

**Information Technology Services  
Communication Services**

**Mission Statement**

Support, implement, develop and maintain a wide variety of communication systems for the Board of County Commissioners, constitutional agencies, the School District, and other public sector and non-profit organizations of Martin County. Communication systems include telephone systems and services, local area networking (LAN), wide area networking (WAN), wireless technologies, infrastructure cabling, and a secure countywide public safety radio system to enable command and control of public safety operations.

**Services Provided**

Secure, available, reliable, and cost-efficient enterprise-wide communications facilities to support automated business processes, including: voice, data, video and wireless network facility ownership and management, network administration, and network security.

Radio Communications are combined together into an extensive and complex radio communication network system. The system is centrally managed, staffed and equipped by Martin County. The communication services provided are:

- Analog and digital voice 24/7
- Analog and digital data 24/7
- Four public safety answering points for dispatch 24/7
- Multi agency surveillance 24/7
- Site/system monitoring 24/7
- Emergency alerting for public safety agencies 24/7
- Consultation for agencies in Martin County
- Planning, preparation, and disaster response and recovery for Martin County and others.

**Goals and Objectives**

- Expand use of the Community Broadband Fiber Network (CBN) to existing and new public sectors, and non-profit sites.
- Continue to provide internet access redundancy through connections to multiple independent providers, resulting in completely redundant fiber access to the Internet.
- Continue with the replacement of aging and end-of-life voice/data/video/wireless networking core infrastructure to improve end-user performance and reduce maintenance and support costs as needed.
- Expand on use of remote support tools to provide centralized monitoring and management of countywide voice/data/video/wireless network, improving network services while reducing internal support costs.
- Expand network security monitoring and reporting capabilities to ensure County information technology services are secure from inside and outside attack.
- Expand on existing unified communications services to all major County facilities to improve staff productivity and reduce travel costs.
- Support for public safety agencies to allow them to carry out their responsibilities.
- Improving customer services and continuing towards Radio Services TQS (Total Quality Services).
- Secure and maintain radio spectrum allocations to ensure future needs of Martin County.
- Radio Services support for a dependable paging system for Fire Rescue.
- Establish emergency radio communication equipment and protocols for use in priority situations.
- Maintain the relationship with the Treasure Coast Regional Communications System to facilitate a positive working relationship.

**Benchmarks**

- To provide 98% availability of voice, data and wireless communications systems during user work shifts compared to St. Petersburg, FL at 97%.
- To provide 99.9% uptime on main public safety radio communications systems. Martin County's radio system is benchmarked to Charlotte County.

**Information Technology Services  
Communication Services**

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
System Availability	%	99.50	100.00	100.00	99.80
Radio System - Preventive Maintenance	#	12.00	3.00	3.00	10.00
Cost per Radio	\$	38.00	59.00	59.00	59.00
Service Level Agreement Performance	%	98.50	100.00	100.00	100.00
Downtime Notification	%	98.75	100.00	100.00	100.00
Wireless Network Availability	%	98.00	100.00	99.00	100.00
Broadband Network Coverage Availability	%	99.00	100.00	100.00	100.00
Telephone & Network Maint & Support	%	98.50	100.00	100.00	100.00
Change in Countywide Radio Service Cost	%	3.00	3.00	3.00	3.00
Radio Service Requests	#	53.00	10.00	22.00	15.00

**Outcomes**

Achieve data network and telephone service availability in excess of 98%. To provide 99.9% of public safety radio availability, 24 hours per day, 7 days a week.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Senior Network Administrator	1	2
Telecommunications Manager	1	1
Network Administrator	2	2
Sys Communications Technician		1
<b>Total FTE</b>	<b>4</b>	<b>6</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Tentative Budget

**Information Technology Services  
Communication Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	213,971	267,170	309,754	371,998
01203 Standby Pay	0	0	6,615	12,740
01400 Overtime	0	0	1,230	3,150
01501 Cell Phone Stipend	480	480	1,148	1,440
01502 Internet Access Stipend	960	960	1,377	1,440
02101 FICA	12,418	16,563	18,592	24,050
02102 Medicare	2,904	3,875	4,348	5,624
02200 Retirement Contributions	17,142	22,067	26,458	32,853
02300 Life and Health Insurance	38,057	53,955	57,459	76,189
03400 Other Contractual Services	0	0	189	640
03404 Janitorial Services	0	0	259	190
04002 Travel and Per Diem/Educational	2,539	6,125	3,881	9,500
04101 Communications- Cell Phones	612	780	876	1,380
04104 Communications-Data/Wireless Svc	145	870	0	0
04200 Freight and Postage	16	550	0	800
04301 Electricity	0	0	10,492	18,000
04400 Rentals and Leases	0	0	0	1,600
04401 Rentals and Leases/Pool Vehicles	0	550	1,340	550
04600 Repairs and Maintenance	0	0	1,265	15,000
04610 Vehicle Repair and Maintenance	827	1,400	5,577	3,400
04611 Building Repair and Maintenance	0	0	0	5,500
04700 Printing and Binding	0	100	0	150
04910 Fleet Replacement Charge	2,300	2,300	2,300	8,050
05100 Office Supplies	176	500	168	1,100
05199 Other Non-Capital Equipment	0	0	378	0
05200 Operating Supplies	0	130	2,751	2,735
05204 Fuel	532	1,000	4,545	4,500
05400 Publications and Memberships	750	750	750	1,250
05500 Training	3,523	7,300	840	9,800
<b>Total Expenses</b>	<b>297,352</b>	<b>387,427</b>	<b>462,592</b>	<b>613,629</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	268,759	358,679	435,695	584,736
1137 Community Broadband Network	28,593	28,748	26,897	28,893
<b>Total Revenues</b>	<b>297,352</b>	<b>387,427</b>	<b>462,592</b>	<b>613,629</b>

**Accounts of Interest**

- 03400 - Pest control Services
- 03404 - Janitorial Services
- 04101 - Based on actuals
- 04104 - Based on actuals.
- 05500 - Consolidated with Radio Services; portion of funds moved to new division Project Management Services.

**Significant Changes**

Multiple line item increases due to consolidation with Radio Services Division.

Martin County  
Fiscal Year 2020 Adopted Budget

**Information Technology Services  
Document Management Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	53,274	50,200	24,660	0
01504 Class C Meal Reimbursement	28	0	0	0
02101 FICA	2,995	3,112	1,392	0
02102 Medicare	700	728	326	0
02200 Retirement Contributions	5,254	4,147	2,037	0
02300 Life and Health Insurance	15,908	15,911	7,543	0
03400 Other Contractual Services	1,210	2,280	650	0
04002 Travel and Per Diem/Educational	532	1,250	610	0
04200 Freight and Postage	0	127	387	0
04401 Rentals and Leases/Pool Vehicles	270	60	0	0
04700 Printing and Binding	28	0	0	0
05100 Office Supplies	77	220	158	0
05175 Computer Equipment \$1,000-\$4,999.99	1,333	0	0	0
05200 Operating Supplies	160	0	0	0
05400 Publications and Memberships	390	345	240	0
05402 Publications/Subscriptions	0	113	0	0
05500 Training	265	530	889	0
<b>Total Expenses</b>	<b>82,425</b>	<b>79,023</b>	<b>38,891</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	77,462	79,023	33,853	0
1120 Consolidated Fire/Ems	-511	0	0	0
36900 Other Miscellaneous Revenues	5,474	0	5,038	0
<b>Total Revenues</b>	<b>82,425</b>	<b>79,023</b>	<b>38,891</b>	<b>0</b>

**Accounts of Interest**

None

**Significant Changes**

Document Management Services has been merged with new division - Project Management Services. This page is for historical purposes only.

**Information Technology Services  
Radio Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	80,831	155,950	66,112	0
01203 Standby Pay	12,740	12,740	6,125	0
01400 Overtime	1,641	3,150	470	0
01501 Cell Phone Stipend	757	480	347	0
01502 Internet Access Stipend	0	0	118	0
02101 FICA	5,773	10,654	4,226	0
02102 Medicare	1,350	2,493	988	0
02200 Retirement Contributions	8,836	14,193	6,006	0
02300 Life and Health Insurance	11,347	37,921	12,193	0
03400 Other Contractual Services	378	640	764	0
03404 Janitorial Services	250	190	185	0
04000 Travel and Per Diem	0	6,000	0	0
04002 Travel and Per Diem/Educational	2,092	0	0	0
04200 Freight and Postage	0	250	0	0
04301 Electricity	20,189	18,000	7,237	0
04400 Rentals and Leases	0	1,600	0	0
04600 Repairs and Maintenance	3,352	15,000	678	0
04610 Vehicle Repair and Maintenance	5,084	2,000	2,618	0
04611 Building Repair and Maintenance	291	5,500	1,031	0
04614 Hardware Maintenance	314	0	0	0
04700 Printing and Binding	0	50	0	0
04910 Fleet Replacement Charge	5,750	6,200	6,200	0
05100 Office Supplies	324	600	66	0
05175 Computer Equipment \$1,000-\$4999.99	2,185	0	0	0
05200 Operating Supplies	1,712	2,605	488	0
05204 Fuel	4,206	3,500	2,119	0
05400 Publications and Memberships	361	500	416	0
05500 Training	620	4,000	400	0
<b>Total Expenses</b>	<b>170,383</b>	<b>304,216</b>	<b>118,787</b>	<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	170,383	304,216	118,787	0
<b>Total Revenues</b>	<b>170,383</b>	<b>304,216</b>	<b>118,787</b>	<b>0</b>

**Accounts of Interest**

None

**Significant Changes**

Radio Services Division has been merged with Communication Services Division. This page is for historical purposes only.



**Information Technology Services  
Project Management Services**

**Mission Statement**

Plan, develop, implement, support and manage the project management procedures, processes and tools for IT technology projects and related service requests. Ensure projects and requests receive the proper analysis, evaluation, prioritization, resource allocation and governance to be successful. Provide planning, training and operational support in the creation and maintenance of records management systems for Martin County's public records.

**Services Provided**

- Perform ITS business process analysis in order to achieve efficient and effective use of IT technology solutions in county processes.
- Perform ITS project management in order to facilitate proper management of high value county IT initiatives.
- Define, standardize and maintain standards for project management across the organization, following industry best practices.
- Operate the Records Management Liaison Office (RMLO) for Martin County, carrying out the duties set forth in Florida Law (FS Chapter 119 and FAC Chapter 257 1B-24 and 1B-26).
- Coordinate all document management and records retention activities and train staff on their record keeping responsibilities according to law
- Coordinate the outsourced conversion of documents into archival media as needed and coordinate access to short-term and long-term County archives.

**Goals and Objectives**

- Provide a framework that will support all stakeholders and project teams to provide successfully delivery of requested and approved projects.
- Ensure that a resource management strategy allows prioritization of projects and non-standard service requests, based on business value.
- Ensure that the County has an active Records Management program and provide mandatory countywide training for every department in the management of records including email. Provide RMLO (Records Management Liaison) services for BCC staff, which includes: review and approval of all records disposition requests; update of Records Management policy and procedures documents; assist with the interpretation of policy for staff; and coordinate with Department of State, Division of Libraries and Archives regarding new/updated policies and rules.

**Benchmarks**

To perform project management of Information Technology Services for 95% of the organization compared to an Information Technology Infrastructure Library (ITIL) best practices average of 90%.

Meet or exceed the requirements of Florida Law (FS Chapter 119 and FAC Chapter 257, 1B-24 and 1B-26) as it applies to Records Management Services.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Project Mgmt for IT Services	%	N/A	98.00	98.00	98.00
Compliant Records Destruction	#	N/A	200.00	775.19	200.00
Records Management-Staff Trained	#	N/A	800.00	317.00	800.00

**Outcomes**

Achieve a minimal variance between predicted budgets and actual expenditures for baseline Information Technology costs. Achieve excellence in IT Project Services and Records management provided; while fulfilling the Statutory mandates relating to Records Management in excess of 95%.

**Information Technology Services  
Project Management Services**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Records Management Liaison Officer		1
Project & Services Manager		1
IT Business Process Analyst		2
IT Project Manager		1
<b>Total FTE</b>		<b>5</b>

**Equipment Expenditures**

None

**Information Technology Services  
Project Management Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	0	0	146,899	290,641
01504 Class C Meal Reimbursement	0	0	14	0
02101 FICA	0	0	8,492	18,019
02102 Medicare	0	0	1,986	4,215
02200 Retirement Contributions	0	0	12,289	24,617
02300 Life and Health Insurance	0	0	36,126	69,854
03400 Other Contractual Services	0	0	1,040	2,280
04002 Travel and Per Diem/Educational	0	0	2,029	6,000
04104 Communications-Data/Wireless Svc	0	0	241	960
04200 Freight and Postage	0	0	0	202
04401 Rentals and Leases/Pool Vehicles	0	0	300	500
04700 Printing and Binding	0	0	0	200
05100 Office Supplies	0	0	0	1,000
05195 Non-Capital Computer Equipment	0	0	4,456	0
05199 Other Non-Capital Equipment	0	0	616	0
05200 Operating Supplies	0	0	1,601	650
05207 Computer Supplies	0	0	1,797	0
05208 Software Licenses	0	0	0	1,000
05400 Publications and Memberships	0	0	205	800
05402 Publications/Subscriptions	0	0	0	208
05500 Training	0	0	290	4,000
<b>Total Expenses</b>			<b>218,382</b>	<b>425,146</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	0	0	218,382	425,146
<b>Total Revenues</b>			<b>218,382</b>	<b>425,146</b>

**Accounts of Interest**

03400 - Document shredding services

**Significant Changes**

Transferred one (1) FTE from the Administration Division: Project & Services Manager.  
 Transferred two (2) FTE's from the Applications Management Services Division: IT Business Process Analysts.  
 Transferred one (1) FTE from the Document Management Services Division: Records Management Liaison Officer.  
 Transferred one (1) FTE from the Radio Services Division: IT Project Manager.

**Library**

<b>Library Program Chart</b> Total Full-Time Equivalents (FTE) = 51.00
---

<b>Library/Administration</b> Total Full Time Equivalents (FTE) = 3
<b>Public Services</b> Total Full Time Equivalents (FTE) = 48

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
Total FTE	49.00	49.00	51.00	2.00	4 %
Total Budget Dollars	3,797,781	3,853,020	4,116,928	263,908	6.85 %

**Library**

**Introduction**

The Martin County Library System believes in informing and inspiring every resident, visitor, volunteer, and coworker. By automating repetitive services such as material returns, we are able to provide specialized classes, homework help, workshops, events, reference services, readers' advisory, family literacy, community outreach, technology, and one-on-one appointments that connect with people to create learning opportunities that improve individuals and communities.

**Key Issues and Trends**

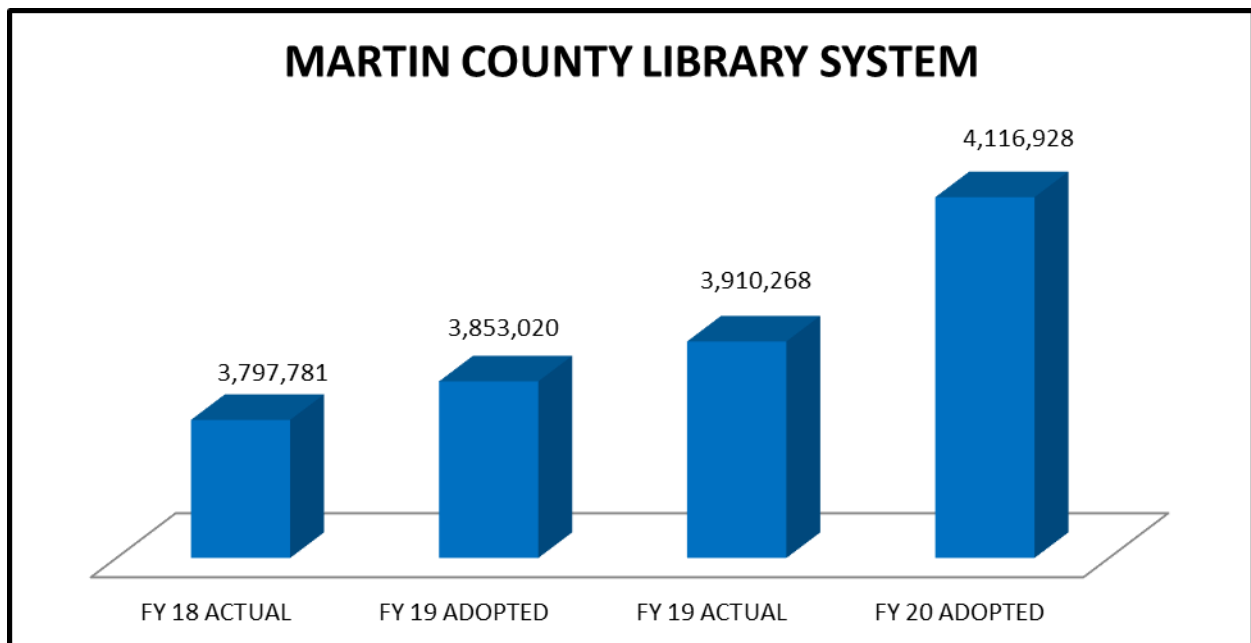
The Library is busier than ever. While the demand for print books has slightly waned, the demand for eBooks and technology has increased. The idea lab creative space in each library helps us meet these demands by providing opportunities to "Experience, Explore and Evolve." We offer technology that our residents can take home as well as workshops and classes to learn how to use it. Also in our idea labs, we have embraced creativity by adding sewing machines, die-cutting machines, recording studios, interactive technology and a 3D printer.

For school-age children, we provide free homework help and access to databases to make school easier. We also provide literacy enhancements and incentives through reading programs, story time, Paws to Read, Story Express kits, and Family Place. For residents in the workforce, we provide online and remote services for career advancement, business development, and online training.

All Library events, literacy programs, concerts, lectures, staff training, and the most popular books are all funded by grants from The Library Foundation of Martin County, Inc. and the Friends of the Martin County Library System, Inc.

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Library/Administration	315,523	324,346	333,863	330,361
Public Services	3,482,258	3,528,674	3,576,405	3,786,567
<b>Total Expenses</b>	<b>3,797,781</b>	<b>3,853,020</b>	<b>3,910,268</b>	<b>4,116,928</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Library**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	2,040,209	2,076,072	2,093,092	2,190,365
01400 Overtime	0	0	6,599	0
01501 Cell Phone Stipend	480	480	480	480
01504 Class C Meal Reimbursement	0	0	68	0
02101 FICA	119,183	128,716	122,822	135,801
02102 Medicare	27,873	30,105	28,724	31,762
02200 Retirement Contributions	177,997	186,725	190,719	202,350
02300 Life and Health Insurance	425,419	423,025	418,569	482,688
02500 Unemployment Compensation	0	0	39	0
03101 Professional Services - IT	750	0	0	0
03400 Other Contractual Services	875	5,450	7,248	5,450
03410 Other Contractual Svcs - Staffing	386,021	396,012	425,106	446,838
04100 Communications	0	1,350	0	1,350
04104 Communications-Data/Wireless Svcs	0	0	0	720
04200 Freight and Postage	1,477	600	496	700
04400 Rentals and Leases	985	940	1,522	940
04401 Rentals and Leases/Pool Vehicles	180	1,360	140	1,360
04402 Rentals and Leases/Copier Leases	10,772	23,678	13,470	19,678
04600 Repairs and Maintenance	2,333	5,438	4,168	5,438
04610 Vehicle Repair and Maintenance	1,385	981	1,684	981
04611 Building Repair and Maintenance	10,073	0	0	0
04614 Hardware Maintenance	374	0	0	0
04700 Printing and Binding	10,908	30,288	16,992	30,288
04900 Other Current Charges	1,263	2,130	1,235	2,130
04910 Fleet Replacement Charge	4,140	3,750	3,750	3,750
05100 Office Supplies	9,208	12,570	10,776	12,570
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,591	0
05179 Other Equipment \$1000-\$4999.99	2,765	3,000	1,919	3,000
05195 Non-Capital Computer Equipment	7,823	0	3,189	720
05199 Other Non-Capital Equipment	6,692	10,658	14,869	10,658
05200 Operating Supplies	14,568	8,041	14,524	8,041
05204 Fuel	3,459	6,100	3,262	6,100
05207 Computer Supplies	8,669	7,000	5,240	7,000
05208 Software Licenses	625	500	108	500
05400 Publications and Memberships	9,490	9,900	9,990	10,805
05401 Library Subscriptions	36,380	35,022	34,492	36,725
05403 On Line Database/Subscriptions	135,898	134,351	136,455	137,678
06300 Improvements Other Than Buildings	0	0	14,928	0
06600 Library Books and Publications	339,507	308,778	322,004	320,062
<b>Total Expenses</b>	<b>3,797,781</b>	<b>3,853,020</b>	<b>3,910,268</b>	<b>4,116,928</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Library**

**Expenditures and Revenues (cont.)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	3,498,074	3,592,272	3,593,826	3,866,291
13227 State Aid To Libraries FY16	5,168	0	0	0
13228 State Aid To Libraries FY2017	57,980	0	11,524	0
13229 State Aid To Libraries FY2018	-78,115	0	78,115	0
1587 \$65 Lcl Ord~Law Library FS939.185	49,613	53,010	47,207	51,010
6205 Mary Jane Inman Trust – H.S. - Lib	4	0	0	0
33470 State Grants/Culture & Recreation	111,397	47,726	15,265	39,614
35200 Library Fines	60,744	62,000	54,307	62,000
36200 Rents and Royalties	16,540	12,000	22,074	12,000
36500 Sale of Surplus Materials	0	0	21	0
36600 Contributions/Private Sources	54,916	68,012	68,008	68,013
36900 Other Miscellaneous Revenues	21,460	18,000	19,920	18,000
<b>Total Revenues</b>	<b>3,797,781</b>	<b>3,853,020</b>	<b>3,910,268</b>	<b>4,116,928</b>

**Library  
Library/Administration**

**Mission Statement**

Library Administration connects Library services to the public in a responsible, equitable, and cost-effective manner to meet our goals as specified in the Library's Long-Range Services Plan and the Florida Library Association's Florida Public Library Outcomes & Standards.

**Services Provided**

- Administers the activities and long-range operation of the Martin County Library System.
- Analyzes professional best practices and investigates emerging trends and technologies to direct strategic planning efforts for the Martin County Library System.
- Ensures compliance with all pertinent legal requirements and professional standards.
- Oversees management of and provides leadership to professional and support personnel.
- Prepares the annual Library budget and grant requests and regulates expenditures throughout the budget year.
- Analyzes, plans, and participates in the development of Capital Improvement Projects.
- Works with legislators and other public officials on funding and library issues and maintains open lines of communication.
- Promotes outreach to community organizations and encourages development of excellent community relations.

**Goals and Objectives**

- Provide the most effective and efficient use of taxpayer resources;
- Develop and maintain a well-trained workforce that guides patrons to accurate information, and assists them with technology; and
- Provide physical spaces to offer a welcoming environment for families to gather and share resources together.

**Benchmarks**

- CUSTOMER SERVICE: Based on the Martin County Library System's annual survey, 95% of the respondents will rate the customer service skills of Library staff as good or excellent.
- STAFF DEVELOPMENT: The Martin County Library System will provide at least 3000 hours of continuing education and/or training per year of which at least 600 hours (20%) will be technology training.
- GRANTS: The Martin County Library System will maintain \$300,000 in grant funding per year (including state grants, community grants, and private grants through the Friends of the Martin County Library System and the Library Foundation of Martin County, Inc.).
- HOURS OF SERVICE: The Martin County Library System will provide 57.5 hours per week of unduplicated service hours with 20 of these on evenings/weekends.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Grants	\$	475,507.00	300,000.00	391,909.00	300,000.00
Customer Service	%	96.00	95.00	96.64	95.00
Staff Development	#	3,328.75	3,000.00	5099.00	3,000.00
Hours of Service	#	250.00	57.50	58.00	57.50

**Outcomes**

Creates and sustains a positive and proactive departmental culture that creates value, inspiration, and influence. Library administration sets our direction and raises expectations.



**Library  
Library/Administration**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Deputy Library Director	1	1
Executive Aide	1	1
Library Director	1	1
<b>Total FTE</b>	<b>3</b>	<b>3</b>

**Equipment Expenditures**

None

**Library  
Library/Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	227,087	232,462	241,741	235,768
02101 FICA	13,540	14,413	14,369	14,618
02102 Medicare	3,167	3,370	3,361	3,418
02200 Retirement Contributions	32,721	34,440	35,803	36,798
02300 Life and Health Insurance	37,400	37,921	37,587	37,919
04200 Freight and Postage	500	500	0	600
04400 Rentals and Leases	985	940	1,002	940
04401 Rentals and Leases/Pool Vehicles	60	0	0	0
04700 Printing and Binding	63	300	0	300
<b>Total Expenses</b>	<b>315,523</b>	<b>324,346</b>	<b>333,863</b>	<b>330,361</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	315,523	324,346	333,863	330,361
<b>Total Revenues</b>	<b>315,523</b>	<b>324,346</b>	<b>333,863</b>	<b>330,361</b>

**Accounts of Interest**

04200 - Increase in postage costs

**Significant Changes**

There are no significant program changes.

**Library  
Public Services**

**Mission Statement**

Library Public Services connects citizens of all ages with learning opportunities that improve communities; connects citizens with the vital resources, events, classes, and materials they need to live happy, healthy lives; connects patrons and staff with integrated automation systems; and provides organization of public and staff spaces.

**Services Provided**

- Provide welcoming, proactive customer service by seeking opportunities to find and assist customers wherever they are.
- Deliver excellent customer service by showing professionalism, competence, understanding, and kindness to internal and external customers.
- Develop child and teen literacies in multiple subjects including reading, finances, technology, and information evaluation.
- Collaborate and partner with community organizations to meet the demands of all our residents.
- Provide popular culture entertainment.
- Foster government interaction and civic engagement opportunities.
- Provide diverse and uncensored information for all ages that represent all points of view.
- Provide easily accessible and Americans with Disability Act compliant points where residents can access library services and resources.
- Create an environment for economic development.

**Goals and Objectives**

- Maintain and improve staff competencies by gathering customer feedback to guide staff development.
- Adjust staffing and schedules so we can meet the increasing demand for one-on-one technology appointments.
- Balance collections between locations by redistributing items by popularity.
- Increase the book budget to fill collection gaps and quickly add needed titles.
- Collaborate with community organizations to update and implement the Library Marketing Plan.
- Clarify a small number of messages per season to be delivered to specific audiences.
- Collaborate to review and refine all internal and external communications for simplicity and consistency.
- Collaboratively review projects to grow, evolve, or retire them. Pursue a limited number of new Library projects each fiscal year.
- Provide technologies that are current and easy to use. Replace circulating equipment that is over three (3) years old.
- Proactively educate staff and patrons in the use of technologies.
- Make library materials easier to find online.

**Benchmarks**

- **COLLECTION QUALITY:** Based on the Martin County Library System's annual survey, 85% of the respondents will rate the Library's collection of materials as good or excellent.
- **REGISTERED MEMBERS:** The Martin County Library System will maintain registered members at 60% of Martin County's weighted average population.
- **FACILITIES:** Based on the Martin County Library System's annual survey, 80% of the respondents will rate our facilities and physical spaces as good or excellent.
- **ONLINE RESOURCES:** Based on the Martin County Library System's annual survey, 80% of the respondents will rate the Library technology resources as good or excellent.
- **PROGRAM RELEVANCE:** Based on the Public Library Association's Strategic Planning for Results, 90% of respondents to the Martin County Library System's Event Evaluation Form will indicate that they learned a new skill as a result of attending one or more Library programs.
- **USEFULNESS OF SERVICES:** Based on the Martin County Library System's annual survey, 95% of the respondents will indicate that the Library plays an essential role in achieving their personal goals.

**Library  
Public Services**

**Benchmarks (cont)**

- **COLLECTION CURRENCY:** Based on the Florida Library Association Standards for Florida Public Libraries, the Martin County Library System will maintain a current collection of materials by deselecting at least 5% of the total number of items available per year, while maintaining the Essential Level for collection size.
- **COLLECTION SIZE:** Based on the Florida Library Association Standards for Florida Public Libraries, the Martin County Library System will maintain a collection size at an Essential Level of 2 volumes per weighted average resident.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Collection Quality	%	81.00	85.00	81.10	85.00
Registered Members	%	61.25	60.00	62.58	60.00
Facilities	%	93.00	80.00	92.65	80.00
Online Resources	%	91.00	80.00	90.52	80.00
Program Relevance	%	90.50	90.00	95.40	90.00
Usefulness of Services	%	96.00	95.00	96.56	95.00
Collection Currency	%	1.39	5.00	1.60	5.00
Collection Size	#	1.82	2.00	1.93	2.00

**Outcomes**

- Increase the learning opportunities for every resident in Martin County.
- Increase customer satisfaction by creating and maintaining a high-quality collection of books and equipment.
- Increase accessibility to our physical and digital spaces.

**Staffing Summary**

Job Title	FY2019	FY2020
Library Teen Specialist	1	1
Library Marketing Specialist	1	1
Librarian I	3	3
Children's Assistant	6	6
Lib II Electronic Resources Coord	1	1
Staff Development Specialist	1	
Accounting Technician	1	1
Collections Manager	1	1
Library Development Specialist		1
Literacy Educ. & Outreach Mgr.	1	1
Librarian II - Acquisitions	1	1
Special Events/Volunteer Mgr.	1	1
Library Branch Manager	6	6
Library Public Services Mgr.	1	1
Library Facilities Manager	1	1
Library Specialist	18	20
Library Literacy Instructor	1	1
Senior Library Specialist	1	1
<b>Total FTE</b>	<b>46</b>	<b>48</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Library  
Public Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	1,813,122	1,843,610	1,851,351	1,954,597
01400 Overtime	0	0	6,599	0
01501 Cell Phone Stipend	480	480	480	480
01504 Class C Meal Reimbursement	0	0	68	0
02101 FICA	105,643	114,303	108,452	121,183
02102 Medicare	24,707	26,735	25,364	28,344
02200 Retirement Contributions	145,275	152,285	154,916	165,552
02300 Life and Health Insurance	388,019	385,104	380,982	444,769
02500 Unemployment Compensation	0	0	39	0
03101 Professional Services - IT	750	0	0	0
03400 Other Contractual Services	875	5,450	7,248	5,450
03410 Other Contractual Svcs - Staffing	386,021	396,012	425,106	446,838
04100 Communications	0	1,350	0	1,350
04104 Communications-Data/Wireless Svcs	0	0	0	720
04200 Freight and Postage	977	100	496	100
04400 Rentals and Leases	0	0	520	0
04401 Rentals and Leases/Pool Vehicles	120	1,360	140	1,360
04402 Rentals and Leases/Copier Leases	10,772	23,678	13,470	19,678
04600 Repairs and Maintenance	2,333	5,438	4,168	5,438
04610 Vehicle Repair and Maintenance	1,385	981	1,684	981
04611 Building Repair and Maintenance	10,073	0	0	0
04614 Hardware Maintenance	374	0	0	0
04700 Printing and Binding	10,845	29,988	16,992	29,988
04900 Other Current Charges	1,263	2,130	1,235	2,130
04910 Fleet Replacement Charge	4,140	3,750	3,750	3,750
05100 Office Supplies	9,208	12,570	10,776	12,570
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,591	0
05179 Other Equipment \$1000-\$4999.99	2,765	3,000	1,919	3,000
05195 Non-Capital Computer Equipment	7,823	0	3,189	720
05199 Other Non-Capital Equipment	6,692	10,658	14,869	10,658
05200 Operating Supplies	14,568	8,041	14,524	8,041
05204 Fuel	3,459	6,100	3,262	6,100
05207 Computer Supplies	8,669	7,000	5,240	7,000
05208 Software Licenses	625	500	108	500
05400 Publications and Memberships	9,490	9,900	9,990	10,805
05401 Library Subscriptions	36,380	35,022	34,492	36,725
05403 On Line Database/Subscriptions	135,898	134,351	136,455	137,678
06300 Improvements Other Than Buildings	0	0	14,928	0
06600 Library Books and Publications	339,507	308,778	322,004	320,062
<b>Total Expenses</b>	<b>3,482,258</b>	<b>3,528,674</b>	<b>3,576,405</b>	<b>3,786,567</b>

**Library  
Public Services**

**Expenditures and Revenues (cont.)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	3,182,550	3,267,926	3,259,963	3,535,930
13227 State Aid to Libraries FY16	5,168	0	0	0
13228 State Aid to Libraries FY2017	57,980	0	11,524	0
13229 State Aid to Libraries FY2018	-78,115	0	78,115	0
1587 \$65 LCL Ord-Law Library FS939.185	49,613	53,010	47,207	51,010
6205 Mary Jane Inman Trust – H.S. - Lib	4	0	0	0
33470 State Grants/Culture & Recreation	111,397	47,726	15,265	39,614
35200 Library Fines	60,744	62,000	54,307	62,000
36200 Rents and Royalties	16,540	12,000	22,074	12,000
36500 Sale of Surplus Materials	0	0	21	0
36600 Contributions/Private Sources	54,916	68,012	68,008	68,013
36900 Other Miscellaneous Revenues	21,460	18,000	19,920	18,000
<b>Total Revenues</b>	<b>3,482,258</b>	<b>3,528,674</b>	<b>3,576,405</b>	<b>3,786,567</b>

**Accounts of Interest**

- 03400 - Contracted Services include: data and electrical wiring \$2,500, installation of payment machines \$500, and furniture refinishing and upholstery \$2,450.
- 03410 - Increase for temporary staffing to provide technology and idea lab support.
- 04104 - Library Mobile HotSpots
- 04402 - Reduced by one-time \$4,000 cost of installation charges for FY19 copier machines at Hoke and Morgade libraries
- 04700 - Print promotions like bookmarks and newsletters over the summer.
- 05195 - Hardware for library Mobile HotSpots
- 05400 - SEFLIN (Southeast Florida Library Information Network) membership, (\$6,000), Foundation Center (Candid) (\$2,900) , COSUGI (Customers of SirsiDynix User Group)(\$100), LYRASIS membership (\$1,805).
- 05401 - Increase in subscription costs
- 05403 - Library amount of \$101,770 is an increase in costs of library databases.  
Law Library amount of \$35,908 is a decrease of Law Library revenues
- 06600 - Library amount of \$304,960 is an increase for books to maintain level of service  
Law Library amount is \$15,102

**Significant Changes**

Two Library Specialists FTEs were added to meet minimum staffing level to provide residents with one-on-one assistance in the use of all library services.

**Non-Departmental**

**Non-Departmental  
Program Chart**  
Total Full-Time Equivalents (FTE) = 0.0

<b>Non-Departmental Program</b>
<b>Risk Management</b>
<b>Economic Development</b>
<b>Grants &amp; Aid / Service Contracts</b>
<b>Debt Service</b>
<b>Budgeted Transfers</b>
<b>Reserves</b>

	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2020 ADOPTED</b>	<b>FY 2019 to FY 2020 Variance</b>	<b>Pct Change</b>
<b>Total FTE</b>	0.0	0.0	0.0	0.0	0 %
<b>Total Budget Dollars</b>	120,540,864	144,473,459	161,554,515	17,081,056	11.82 %

**Non-Departmental**

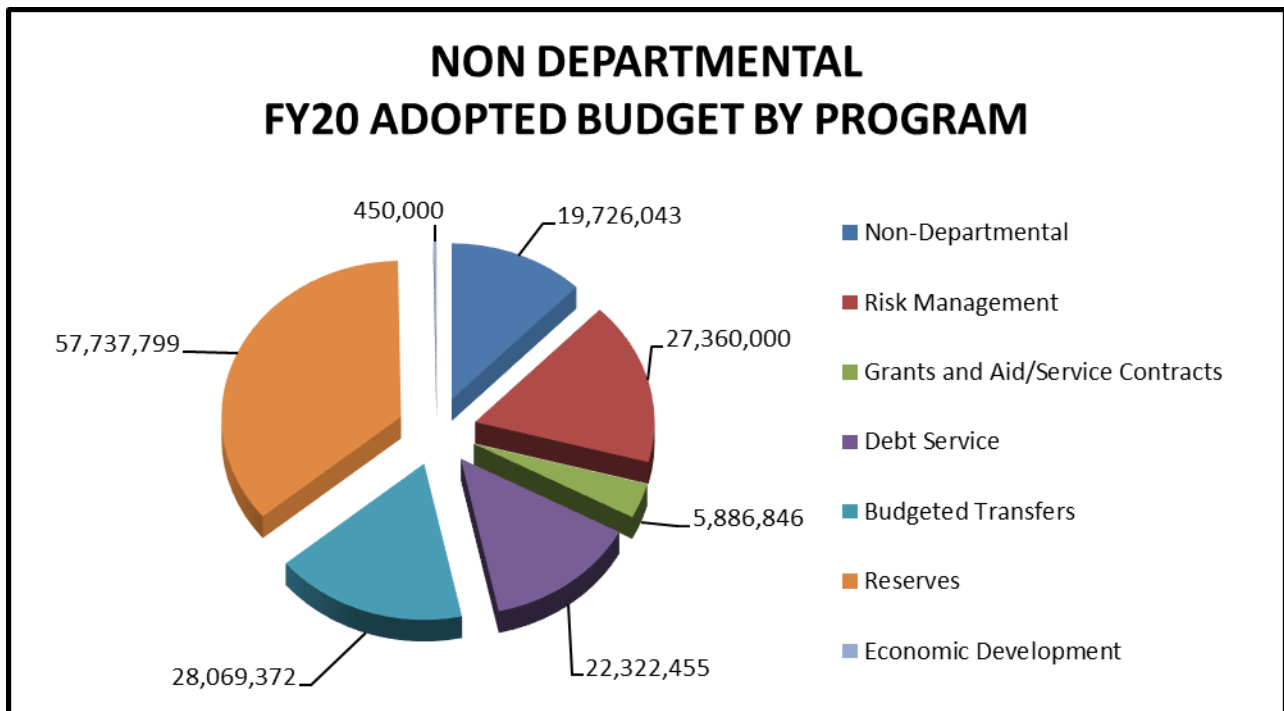
**Introduction**

The Non-Departmental cost center encompasses budget line items that are either intrinsically countywide or are not assigned to a specific County department: Risk Management, Economic Development, Debt Service, Grants & Aids/Service Contracts, Reserves, Budgeted Transfers, and Non-Departmental. This portion of the budget is managed by the Office of Management & Budget.

**Key Issues and Trends**

Due to the variable nature of the components included in the Non-Departmental cost center, the levels of funding fluctuate from year to year; however, the primary budgetary categories remain programmatically the same.

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Non-Departmental Program	48,216,879	20,004,936	35,627,928	19,726,043
Risk Management	26,353,011	26,330,000	30,137,688	27,360,000
Economic Development	425,000	450,000	450,000	450,000
Grants & Aid / Service Contracts	6,192,200	5,745,121	5,854,763	5,886,846
Debt Service	17,485,236	20,687,335	15,334,497	22,322,455
Budgeted Transfers	21,868,538	27,216,554	31,541,937	28,069,372
Reserves	0	44,039,513	2,000,000	57,739,799
<b>Total Expenses</b>	<b>120,540,864</b>	<b>144,473,459</b>	<b>120,946,813</b>	<b>161,554,515</b>





Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	6,000	0	0	0
01202 PTO Payout	358,387	575,060	436,021	575,060
01205 IAFF - Leave Payout	311,245	340,000	144,297	340,000
01400 Overtime	3,016	0	0	0
01504 Class C Meal Reimbursement	0	0	61	0
02101 FICA	41,292	54,998	35,373	56,734
02102 Medicare	9,685	12,865	8,301	13,272
02200 Retirement Contributions	100,946	73,272	67,030	77,508
02300 Life and Health Insurance	37,316	0	26,730	0
02380 OPEB Cost	0	400,000	0	0
02500 Unemployment Compensation	7,714	100,000	3,975	100,000
02600 Salary/Fringe Chargebacks	0	0	2,618	0
02610 Other Postemployment Benefits	854,549	860,000	900,566	1,000,000
03100 Professional Services	714,698	421,950	553,189	487,950
03101 Professional Services - IT	27,062	0	57,009	0
03102 Prof Serv-Outside Counsel-Lit	504,863	70,000	180,708	70,000
03103 Prof Serv-Outside Counsel-Non-Lit	137,249	111,500	19,781	111,500
03200 Accounting and Auditing	271,850	365,000	303,810	299,000
03300 Court Reporter Services	13,522	0	6,020	0
03400 Other Contractual Services	4,852,344	1,532,652	1,710,179	1,724,173
03409 Mowing & Landscaping Services	2,229	0	1,300	0
03410 Other Contractual Svcs - Staffing	0	0	2,115	0
04000 Travel and Per Diem	2,552	0	618	0
04001 Travel and Per Diem/Mandatory	877	0	0	0
04002 Travel and Per Diem/Educational	0	0	46	0
04100 Communications	24,350	32,500	0	32,500
04104 Communications-Data/Wireless Svcs	257	0	309	0
04200 Freight and Postage	-5,710	8,200	458	8,200
04303 Water/Sewer Services	397	0	404	0
04400 Rentals and Leases	244,781	253,098	241,429	253,098
04500 Insurance	29,605,113	29,185,000	33,434,420	30,475,000
04600 Repairs and Maintenance	125,863	5,000	0	5,000
04611 Building Repair and Maintenance	48,035	0	4,321	0
04614 Hardware Maintenance	398	0	0	0
04700 Printing and Binding	7,121	6,300	282	6,300
04900 Other Current Charges	1,685,244	1,697,110	1,696,043	1,746,415
04901 Indirect Costs	2,725,024	3,529,596	3,529,596	3,540,576
04904 Legal Settlements	6,975,977	0	391,635	0
04990 Bad Debt Expense	18,689	25,000	16,109	25,000
05100 Office Supplies	288	200	367	200
05175 Computer Equipment \$1,000-\$4999.99	2,516	0	0	0
05179 Other Equipment \$1000-\$4999.99	90,490	0	4,389	0
05195 Non-Capital Computer Equipment	1,980	0	10,143	0
05199 Other Non-Capital Equipment	34,127	0	10,031	0
05200 Operating Supplies	11,015	12,000	9,451	12,000
05204 Fuel	1,077	0	468	0
05208 Software Licenses	3,600	3,600	0	3,600
05210 Food	4,144	5,000	19,982	5,000
05211 Software Services	126,557	0	0	0
05213 Medical Supplies	19,438	25,000	21,485	25,000
05400 Publications and Memberships	144,719	146,954	191,618	154,532

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental**

**Expenditures and Revenues (cont)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05500 Training	115,856	55,000	31,959	55,000
05900 Depreciation	12,322,154	0	15,047,189	0
05901 Amortization	410,890	0	414,675	0
06100 Land	5,117,105	0	0	0
06200 Buildings	119,640	0	1,503,361	0
06300 Improvements Other Than Buildings	0	0	70,131	0
06400 Furniture and Equipment	43,201	0	18,031	0
06401 Computer Equipment	22,496	0	21,025	0
06810 Project Delivery Services	0	0	134,000	0
07100 Principal	6,212,801	15,526,969	9,987,384	17,382,055
07200 Interest	4,182,656	4,984,366	4,906,460	5,018,157
07300 Other Debt Service Costs	224,233	65,000	381,505	61,243
08100 Aid To Governmental Agencies	10,473,892	10,389,308	8,185,274	9,868,769
08200 Aid To Private Organizations	665,357	689,420	697,807	807,028
08300 Other Grants and Aids	1,805,710	1,655,474	1,963,384	1,655,474
09100 Interfund Transfers	10,730	50,000	9,737	50,000
09901 Budget Reserves For Contingencies	0	27,984,286	0	35,592,052
09902 Budget Reserves/ Capital Outlay	0	15,491,868	0	21,584,163
09905 Budget Reserves/ Long Term Care Fac	0	563,359	0	563,584
910001 Transfer To Fund 0001	265,040	250,000	250,082	0
910004 Transfer To Supervisor of Elections	1,154,142	1,164,387	1,169,387	1,262,845
910005 Transfer To Gf - 2017d Taxable Loan	5,726	0	0	0
910006 Transfer To Gf - Disaster Recovery	0	0	2,000,000	0
910007 Transfer To Fund 0007	0	0	2,000,000	2,000,000
911110 Transfer To Fund 1110	275,042	302,253	302,253	300,034
911131 Transfer To Fund 1131	0	101,416	176,416	197,956
911140 Transfer To Fund 1140	0	0	874	0
911425 Transfer To Fund 1425	15	0	0	0
911471 Transfer To Fund 1471	0	0	3	0
911521 Transfer To Fund 1521	214,603	283,060	283,060	375,316
911551 Transfer To Fund 1551	201,000	201,000	201,000	201,000
911583 Transfer To Fund 1583	190,037	197,730	195,727	209,188
911585 Transfer To Fund 1585	9,700	0	3	0
911589 Transfer To Fund 1589	3,802,724	4,265,211	4,265,211	4,373,340
912025 Transfer To Fund 62025	33,780	0	316,218	0
912034 Transfer To Fund 62034	488,988	599,533	530,198	616,856
912207 Transfer To Fund 2207	0	0	523,770	0
912403 Transfer To Fund 2403	0	0	562,000	0
912404 Transfer To Fund 2404	561,000	561,000	561,000	561,000
912405 Transfer To Fund 2405	438,000	438,000	438,000	516,000
912410 Transfer To Fund 2410	446,479	446,479	446,479	446,479
912411 Transfer To Fund 2411	2,485,000	2,485,000	2,485,000	2,500,000
912414 Transfer To Fund 2414	0	0	84,023	124,229
913102 Transfer To Fund 3102	195,838	196,245	196,245	1,684,126
913301 Transfer To Fund 3301	130,000	130,000	0	0
914105 Transfer To Fund 4105	5,250,000	5,250,000	5,250,000	2,830,300
914107 Transfer To Fund 4107	3,232,375	3,240,975	3,231,975	3,239,775
914108 Transfer To Fund 4108	3,571,076	3,594,358	3,584,024	3,578,162
91412A Transfer To Fund 2412a	254,046	254,537	254,537	195,958
91412B Transfer To Fund 2412b	173,736	172,120	172,120	0
91413C Transfer To Fund 2413c	42,600	448,727	448,727	448,727

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental**

**Expenditures and Revenues (cont)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
91413D Transfer To Fund 2413d	234,000	1,362,340	1,368,066	0
91413E Transfer To Fund 2413e	0	310,000	310,000	310,000
914300 Transfer To Fund 4300	3,100,720	0	224,114	0
914501 Transfer To Fund 4501	690,149	512,183	512,183	674,731
915103 Transfer To Fund 5103	400,000	400,000	400,000	400,000
919000 Transfer To Grant Fund	59	0	4,137	0
919268 Transfer To Grant Fund 13650	3,701	0	0	0
919274 Transfer To Grant Fund 13653	-619,392	0	0	0
919278 Transfer To Fund 128102	10,091	0	11,730	0
919279 Transfer To Fund 139929	167,061	0	0	0
919281 Transfer To Fund 133717	0	0	0	0
919284 Transfer To Grant Fund 13655	55	0	23,038	0
919286 Transfer To Grant Fund 13657	11,075	0	1,047	0
919287 Transfer To Grant Fund 13658	222,000	0	788	0
919288 Transfer To Fund 12615	858	0	0	0
919290 Transfer To Grant Fund 128214	2,659	0	2,798	0
919291 Transfer To Grant Fund 133720	6,535	0	754	0
919292 Transfer To Grant Fund 139933	281,771	0	0	0
919295 Transfer To Grant Fund 13660	321,347	0	49,235	0
919296 Transfer To Grant Fund 12904	3,061	0	950	0
919297 Transfer To Grant Fund 12902	1,828	0	0	0
919298 Transfer To Grant Fund 139937	8,180	0	0	0
919299 Transfer To Grant Fund 133721	144,238	0	15,693	0
919300 Transfer To Grant Fund 13661	53,747	0	6,065	0
919301 Transfer To Grant Fund 13662	6,698	0	55,519	0
919302 Transfer To Grant Fund 13663	6,771	0	94	0
919303 Transfer To Grant Fund 13664	183,101	0	4,164	0
919306 Transfer To Grant Fund 12882	0	0	20,000	0
919307 Transfer To Grant Fund 13665	0	0	713	0
919308 Transfer To Grant Fund 13666	0	0	159,481	0
919309 Transfer To Grant Fund 13667	0	0	10,230	0
919310 Transfer To Grant Fund 13668	0	0	11,828	0
919311 Transfer To Grant Fund 12727	0	0	382,312	723,350
919312 Transfer To Grant Fund 128708	0	0	24,650	0
919313 Transfer To Grant Fund 128103	0	0	3,301	0
919320 Transfer To Grant Fund 13301	0	0	978	0
<b>Total Expenses</b>	<b>120,540,864</b>	<b>144,473,459</b>	<b>120,946,813</b>	<b>161,554,515</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	26,420,896	31,877,779	27,644,458	39,563,482
0004 General Fund - Supervisor of Elections	-12	0	-1,358	0
0005 General Fund - 20017d Taxable Loan	12,000,000	0	5,726	0
0006 General Fund – Disaster Recovery	0	0	49,766	0
1101 District One MSTU	6,809	7,324	6,976	7,316
1102 District Two MSTU	15,000	0	0	3,875
1103 District Three MSTU	3,747	4,239	5,748	6,330
1104 District Four MSTU	11,774	11,774	11,774	11,774
1106 District Five MSTU	3,265	3,712	3,266	3,595
1110 Unincorporated MSTU	88,925	207,913	81,570	223,986
1111 Building and Permitting	291,398	7,021,477	325,264	9,161,361
1120 Consolidated Fire/EMS	4,097,897	7,563,752	5,678,913	10,715,999
1130 Consolidated Parks	1,625,352	1,733,625	1,702,483	1,833,058
1131 Sailfish Splash Waterpark	5,921	21,796	2,410	21,807
1137 Community Broadband Network	0	59,672	238	64,341
1140 Stormwater MSTU	437,471	447,969	446,766	215,459
1150 Countywide Road Maintenance MSTU	392,404	276,980	145,735	162,474
13228 State Aid To Libraries FY2017	0	0	82	0
13321 SHIP-FL Fiscal 2011/12	0	0	309	0
13322 SHIP-FL FY 14	0	0	669	0
13648 FDOT Non-Movement Area Rehab Ph	448,142	0	112,035	0
13649 FDOT Runway 7-25 Lighting	776,876	0	14,750	0
13650 FDOT Runway 12-30 Resurfacing	82,404	0	75,002	0
13651 FDOT Air Traffic Control Equipment	48,678	0	0	0
13653 FDOT Mill/Resurface Runway 16/34	619,392	0	0	0
13654 C-FDOT Airport Security Improvements	243,333	0	0	0
13655 C-FDOT Runway 30/34	40,000	0	0	0
13656 C-FDOT Aviation Way	79,707	0	19,927	0
13659 C-FDOT Airport Mowing Equip	75,000	0	0	0
13852 O-FDEP Harmful Algal Bloom	0	0	874	0
1401 Administrative Fee Impact Fee	0	43,000	0	36,000
1411 Public Building Impact Fees	279,000	279,000	279,000	357,000
1425 Fire Protection/Ems Impact Fees	0	0	0	250,000
1428 Emergency Shelters Impact Fees	15	0	0	0
1436 Law Enforcement Impact Fees – 1A	0	0	0	300,000
1457 Rural Road Impact Fees	85,000	85,000	408,470	85,000
1458 Urban Road Impact Fees	900,000	1,837,000	1,978,522	2,737,000
1459 Pedestrian/Bicycle Path Impact Fees	0	600	0	5,000
1476 Library Materials Impact Fees	0	0	3	0
1492 Active Parkland	448,832	280,000	0	0
1523 Drug Abuse	0	7,500	0	7,500
1525 Health Care/Medical Services	4,884,150	4,491,467	4,444,233	4,470,032
1551 Economic Development	425,000	450,000	450,000	450,000
1552 Tourist Development	0	9,978	0	9,984
1584 \$2 Ma Crim Justice I S - G A Litem	0	8,927	0	5,370
1586 \$65 Lcl Ord-Legal Aid FS939.185	4	0	3	0
1587 \$65 Lcl Ord-Law Library FS939.185	6,245	0	0	0
1588 \$65 Lcl Ord-Alt Juv Prog FS939.185	3,451	0	0	0
1589 \$15 Lcl Ord-Ct Facilities FS318.18	306,235	306,235	306,235	306,235
2207 Half Cent Sales Tax Rev Bond 2019	0	0	251,841	0

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
2403 State Revolving Funds	165,964	250,000	1,078,261	0
2404 Sheriff/Eoc Cons Campus & Boat Ramp	557,480	561,000	565,645	561,000
2405 Imprv Revenue Note, Series 2005	547,311	534,500	534,269	516,000
2407 Capital Improv Rev Note Series 2010	268,166	267,610	266,990	267,091
2408 Capital Improv Rev Note Series 2011	513,215	538,644	513,477	514,800
2410 Lease Purchase Refunding Note Ser 2	429,342	446,479	430,392	446,479
2411 Gas Tax Refunding Rev Not Ser 2014	2,581,000	2,584,646	2,581,220	2,583,805
2412A Cap Impr Rev Note 2017a Tax-Exempt	253,146	254,537	253,087	254,537
2412B Cap Impr Rev Note 2017b Taxable	170,736	172,120	171,099	172,160
2413C Cap Impr Rev Note 2017c Tax-Exempt	89,667	448,727	448,801	448,727
2413D Cap Impr Rev Note 2017d Taxable	270,994	1,362,340	1,357,340	1,362,340
2413E Cap Impr Rev Note 2017e Tax-Exempt	31,975	310,000	297,935	310,000
2414 North Riv Shores Msbu Sp Assmt 2018	50,000	0	922,021	343,560
3102 Other County Capital Projects	1,469,684	3,021,870	2,781,215	2,219,753
3105A Capital Projects – Willoughby Prop NT	0	0	10,347	0
3105B Capital Projects – Willoughby Pop TA	125,101	0	1,396,626	0
3201 Beaches	381,455	146,027	148,152	135,903
3203 Golf Course Development	0	91,000	0	91,000
3301 Road Projects	583,383	839,711	609,383	898,919
3302 Gas Tax 7/8 - Roads	1,500,000	1,907,880	98,008	1,982,880
3610 North River Shore MSBU PH2	0	0	84,023	0
4102 Consolidated - Operating	19,992,004	23,811,098	22,400,666	28,282,156
4103 Consolidated Water - Cfc	926,192	5,040,000	930,685	3,680,000
4104 Consolidated Sewer - Cfc	794,032	1,535,000	712,695	1,470,000
4105 Consolidated R & R	2,363,459	0	2,661,422	0
4107 Refunding Revenue Bond 2016 A	1,870,730	3,240,975	1,830,845	3,246,775
4108 Refunding Revenue Bond 2016 B	701,536	3,594,358	667,395	3,587,162
4117 Ref Reve Bond 2016a Project Fund	7,398	0	35,000	0
4200 Solid Waste	779,779	7,963,132	853,488	7,502,079
4300 Airport	192,208	26,955	332,446	26,967
4501 Martin County Golf Course	-193,456	8,000	4,689	8,000
5101 Property Insurance	4,143,138	4,500,000	4,554,036	4,500,000
5102 Health Insurance	21,346,948	20,470,000	24,666,958	21,978,000
5103 OPEB	0	1,270,000	900,566	1,000,000
5300 Vehicle Maintenance	222	27,534	25,292	27,548
6201 Law Enforcement Trust Fund	10,730	50,000	9,737	50,000
6202 Jensen Beach CRA Trust Fund	35,200	45,339	40,096	43,958
62021 Rio CRA Trust Fund	98,981	130,267	115,202	130,262
62022 Hobe Sound CRA Trust Fund	140,759	370,942	352,629	375,922
62023 Port Salerno CRA Trust Fund	93,883	123,122	108,883	127,002
62024 Golden Gate CRA Fund	37,806	132,759	44,221	53,900
62025 Indiantown District 3 CRA Fund	26,852	0	0	0
62026 Palm City CRA Fund	91,837	348,845	317,894	334,539
62034 Community Development Administratio	119,595	134,811	124,978	145,801
62036 Indiantown District 5 Cra Fund	40,048	0	0	0
6204 D Slosberg Driver Education Trust	88,870	90,000	89,061	75,000
6301 Indiantown Community Trust	10,000	0	31,387	0
6302 Port Salerno Memorial Trust	1,498	0	1,300	0
31100 Ad Valorem Taxes	0	776,365	0	776,365
33120 Federal Grants/Public Safety	731,458	0	3,445	0

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
33142 Federal Grants/Mass Transit	56	0	1,111	0
33420 State Grants/Public Safety	2,335	0	703	0
33439 State Grants/Other Physical Envir	0	0	0	0
33470 State Grants/Culture & Recreation	1,627	0	0	0
33720 Local Grants/Public Safety	607	0	0	0
34155 Supervisor of Elections Fees	3,073	0	2,308	0
36200 Rents and Royalties	9,948	10,147	10,091	10,147
36900 Other Miscellaneous Revenues	41,516	0	114,318	0
36910 Insurance Proceeds/Refunds	0	0	2,011	0
38920 Grants and Donations	1,306,580	0	0	0
38930 Grants & Donations - State	0	0	0	0
38970 Capital Contr - Other Public Source	201,872	0	0	0
811120 Transfer From Fund 1120	0	0	1,148	0
813301 Transfer From Fund 3301	6	0	123	0
814300 Transfer From Fund 4300	-619,392	0	0	0
<b>Total Revenues</b>	<b>120,540,864</b>	<b>144,473,459</b>	<b>120,946,813</b>	<b>161,554,515</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Non-Departmental Program**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	6,000	0	0	0
01202 PTO Payout	358,387	575,060	436,021	575,060
01205 IAFF - Leave Payout	311,245	340,000	144,297	340,000
01400 Overtime	3,016	0	0	0
01504 Class C Meal Reimbursement	0	0	61	0
02101 FICA	41,292	54,998	35,373	56,734
02102 Medicare	9,685	12,865	8,301	13,272
02200 Retirement Contributions	100,946	73,272	67,030	77,508
02300 Life and Health Insurance	37,316	0	26,730	0
02600 Salary/Fringe Chargebacks	0	0	2,618	0
03100 Professional Services	707,648	386,950	545,982	452,950
03101 Professional Services - IT	27,062	0	57,009	0
03102 Prof Serv-Outside Counsel-Lit	504,863	70,000	180,708	70,000
03103 Prof Serv-Outside Counsel-Non-Lit	125,740	111,500	8,454	111,500
03200 Accounting and Auditing	271,850	365,000	303,810	299,000
03300 Court Reporter Services	13,522	0	6,020	0
03400 Other Contractual Services	3,487,526	106,019	311,696	226,019
03409 Mowing & Landscaping Services	2,229	0	1,300	0
03410 Other Contractual Svcs - Staffing	0	0	2,115	0
04000 Travel and Per Diem	2,552	0	201	0
04001 Travel and Per Diem/Mandatory	877	0	0	0
04002 Travel and Per Diem/Educational	0	0	46	0
04100 Communications	24,350	32,500	0	32,500
04104 Communications-Data/Wireless Svcs	257	0	309	0
04200 Freight and Postage	-5,710	8,200	458	8,200
04303 Water/Sewer Services	397	0	404	0
04400 Rentals and Leases	229,237	237,243	225,661	237,243
04500 Insurance	4,200,000	4,300,000	4,300,000	4,300,000
04600 Repairs and Maintenance	125,863	5,000	0	5,000
04611 Building Repair and Maintenance	48,035	0	4,321	0
04614 Hardware Maintenance	398	0	0	0
04700 Printing and Binding	7,121	6,300	282	6,300
04900 Other Current Charges	1,683,680	1,697,110	1,675,529	1,746,415
04901 Indirect Costs	2,725,024	3,529,596	3,529,596	3,540,576
04904 Legal Settlements	6,975,977	0	376,635	0
05100 Office Supplies	288	200	367	200
05175 Computer Equipment \$1,000-\$4999.99	2,516	0	0	0
05179 Other Equipment \$1000-\$4999.99	90,490	0	4,389	0
05195 Non-Capital Computer Equipment	1,446	0	10,143	0
05199 Other Non-Capital Equipment	16,258	0	0	0
05200 Operating Supplies	10,843	12,000	9,451	12,000
05204 Fuel	1,077	0	468	0
05208 Software Licenses	3,600	3,600	0	3,600
05210 Food	4,144	5,000	19,982	5,000
05211 Software Services	122,474	0	0	0
05400 Publications and Memberships	144,719	146,954	191,618	154,532
05500 Training	109,356	55,000	31,959	55,000
05900 Depreciation	12,322,154	0	15,047,189	0
05901 Amortization	410,890	0	414,675	0
06100 Land	5,117,105	0	0	0
06200 Buildings	119,640	0	1,503,361	0
06300 Improvements Other Than Buildings	0	0	70,131	0

Fiscal Year 2020

Non-Departmental

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Non-Departmental Program**

**Expenditures and Revenues (cont)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
06400 Furniture and Equipment	43,201	0	18,031	0
06401 Computer Equipment	22,496	0	21,025	0
06810 Project Delivery Services	0	0	134,000	0
08100 Aid to Governmental Agencies	7,647,797	7,870,569	5,890,169	7,397,434
08200 Aid to Private Organizations	0	0	10,000	0
<b>Total Expenses</b>	<b>48,216,879</b>	<b>20,004,936</b>	<b>35,627,928</b>	<b>19,726,043</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	16,366,471	13,020,115	12,072,560	11,682,827
0004 General Fund - Supervisor of Elections	-3,073	0	-2,308	0
0005 General Fund - 20017d Taxable Loan	12,000,000	0	0	0
0006 General Fund – Disaster Recovery	0	0	49,766	0
1101 District One MSTU	6,809	7,324	6,976	7,316
1102 District Two MSTU	0	0	0	3,875
1103 District Three MSTU	3,747	4,239	5,748	6,330
1106 District Five MSTU	3,265	3,712	3,266	3,595
1110 Unincorporated MSTU	88,925	112,913	81,570	112,986
1111 Building and Permitting	16,356	26,909	23,011	29,031
1120 Consolidated Fire/EMS	2,970,656	3,590,752	3,291,891	4,501,844
1130 Consolidated Parks	1,625,352	1,708,625	1,702,483	1,808,058
1131 Sailfish Splash Waterpark	5,921	5,796	2,410	5,807
1137 Community Broadband Network	0	0	238	0
1140 Stormwater MSTU	187,471	152,969	196,766	170,459
1150 Countywide Road Maintenance MSTU	118,107	131,980	127,883	145,974
1525 Health Care/Medical Services	2,876	0	5,463	0
1552 Tourist Development	0	3,478	0	3,484
3102 Other County Capital Projects	140,513	243,776	316,055	235,827
3105A Capital Projects Willoughby Prop NT	0	0	10,347	0
3105B Capital Projects Willoughby Prop TA	125,101	0	1,396,626	0
3201 Beaches	381,455	117,027	123,502	121,903
3301 Road Projects	555,918	555,711	568,822	555,774
4102 Consolidated - Operating	7,468,161	133,946	9,861,670	134,189
4103 Consolidated Water - CFC	926,192	0	930,685	0
4104 Consolidated Sewer - CFC	794,032	0	712,695	0
4105 Consolidated R & R	2,363,459	0	2,661,422	0
4107 Refunding Revenue Bond 2016 A	119,305	0	119,621	0
4108 Refunding Revenue Bond 2016 B	291,585	0	295,054	0
4117 Ref Reve Bond 2016a Project Fund	7,398	0	35,000	0
4200 Solid Waste	779,779	46,364	853,488	46,448
4300 Airport	2,247	6,955	7,846	6,967
4501 Martin County Golf Course	-193,456	0	4,689	0
5300 Vehicle Maintenance	222	7,534	25,292	7,548
62034 Community Development Administration	119,595	124,811	124,978	135,801
6302 Port Salerno Memorial Trust	1,498	0	1,300	0
33120 Federal Grants/Public Safety	731,458	0	3,445	0
33142 Federal Grants/Mass Transit	56	0	1,111	0
33420 State Grants/Public Safety	2,335	0	703	0
33470 State Grants/Culture & Recreation	1,587	0	0	0
33720 Local Grants/Public Safety	607	0	0	0
34155 Supervisor of Elections Fees	3,073	0	2,308	0
36900 Other Miscellaneous Revenues	0	0	2,275	0



Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Non-Departmental Program**

**Expenditures and Revenues (cont)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
38970 Capital Contr - Other Public Source	201,872	0	0	0
811120 Transfer From Fund 1120	0	0	1,148	0
813301 Transfer From Fund 3301	6	0	123	0
<b>Total Revenues</b>	<b>48,216,879</b>	<b>20,004,936</b>	<b>35,627,928</b>	<b>19,726,043</b>

**Accounts of Interest**

- 03100 - Increase (\$66,000) due to dollars moved from #03200 to reflect proper account number (\$6,000), and the addition of PACE Program (\$60,000). The line item consists of Lobbying (\$149,200); coastal lobbying (\$67,750); Legislative session support relating to water policy (\$22,000); asset management (\$36,000); employee background verification (\$20,000); drug-free testing (\$25,000); grant writing costs (\$50,000); Property Assessed Clear Energy (PACE) Program (\$60,000); Cost Allocation Study (\$17,000); Investment Services (\$6,000).
- 03102 - Legal expenses for various outside legal advise (\$70,000).
- 03103 - Attorney fees for Human Resource issues (\$81,500); county wide outside non-litigation legal services (\$30,000).
- 03200 - Decrease (\$66,000) reflects the reduction in cost of the annual audit (\$60,000) and dollars moved to #03100 to reflect proper account number (\$6,000). Line item consists of annual county audit (\$260,000); OPEB actuarial (\$15,000); financial advisor fees (\$24,000).
- 03400 - The line consists of fixed asset compliance (\$1,000); fire control assessment fee (\$16,048); cell tower funds (\$8,971); marine infrastructure (\$40,000); flea/tick/heartworm treatment (\$20,000); Local Vessel Fee (\$15,000); public relations consultants for the Office of Communications (\$50,000); LORS/Lake Okeechobee Release Schedule (\$75,000). Increase (\$120,000) reflects public relations consultants (\$50,000); flea/tick/heartworm treatment (\$20,000); LORS/Lake Okeechobee Release Schedule (\$75,000); portion of local vessel fees allocated to capital projects (-\$25,000).
- 04100 - Legal ads and public notices (\$32,500).
- 04400 - Annual rent charged to Field Operations located on Airport property (\$211,835); file storage and archiving (\$18,868); and Martin Cares (\$6,540).
- 04500 - Self-insured Fund for property liability policy and workers compensation insurance (TRICO contribution for risk).
- 04900 - Increase (\$49,305) for Parks MSTU maintenance payments. Line item consists of bank administration investment and other bank fees (\$44,318); Pal Mar Water Control District (\$4,000); Hobe St Lucie Water Control District (\$2,800); American Society of Composers, Authors and Publishers (ASCAP) license (\$2,000); child support fees (\$500); and Parks MSTU maintenance payments of (\$1,692,797).
- 04901 - Indirect cost charged to General Fund (\$832,437); Unincorporated MSTU (\$42,344); Consolidated Fire/EMS (\$2,175,112), Stormwater MSTU (\$51,005); Roads (\$309,103); CRA (\$130,576).
- 05210 - Martin Cares
- 05400 - Treasure Coast Planning (\$64,875); Florida Association of Counties (\$17,854); FAC one time special assessment for Public Awareness Reserve (\$7,464); NACO (\$2,809); Small County Coalition (\$4,850); Indian River Lagoon (\$50,000); Florida Institute of Government (\$3,000); County Coalition for Responsible Management dues (\$1,000); Various memberships (\$2,680)
- 05500 - Tuition reimbursement based on contract obligations
- 08100 - The line item consists of Countywide CRA (\$4,029,412); City of Stuart CRA (\$1,281,436); Beau Rivage Interlocal (\$221,586); FPL tangible personal property grant (\$1,865,000). Decrease in the line item (\$473,135) reflects the FPL Grant reduction (\$1,135,000); Beau Rivage Interlocal decrease (\$73,862), City of Stuart CRA increase (\$162,018), and the County CRA increase (\$573,709).

**Significant Changes**

There are no significant program changes.

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Risk Management**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
02380 OPEB Cost	0	400,000	0	0
02500 Unemployment Compensation	7,714	100,000	3,975	100,000
02610 Other Postemployment Benefits	854,549	860,000	900,566	1,000,000
03100 Professional Services	6,323	35,000	7,208	35,000
03400 Other Contractual Services	29,153	25,000	24,073	25,000
04000 Travel and Per Diem	0	0	417	0
04500 Insurance	25,405,113	24,885,000	29,134,420	26,175,000
04900 Other Current Charges	1,564	0	20,513	0
04904 Legal Settlements	0	0	15,000	0
05195 Non-Capital Computer Equipment	534	0	0	0
05199 Other Non-Capital Equipment	17,869	0	10,031	0
05200 Operating Supplies	172	0	0	0
05211 Software Services	4,083	0	0	0
05213 Medical Supplies	19,438	25,000	21,485	25,000
05500 Training	6,500	0	0	0
<b>Total Expenses</b>	<b>26,353,011</b>	<b>26,330,000</b>	<b>30,137,688</b>	<b>27,360,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	862,925	100,000	5,599	100,000
5101 Property Insurance	4,143,138	4,500,000	4,554,036	4,500,000
5102 Health Insurance	21,346,948	20,470,000	24,666,958	21,760,000
5103 OPEB	0	1,260,000	900,566	1,000,000
36900 Other Miscellaneous Revenues	0	0	8,518	0
36910 Insurance Proceeds/Refunds	0	0	2,011	0
<b>Total Revenues</b>	<b>26,353,011</b>	<b>26,330,000</b>	<b>30,137,688</b>	<b>27,360,000</b>

**Accounts of Interest**

- 02380 - Dollars moved to #02610 to reflect proper account for retiree health insurance cost.
- 02610 - Increase reflects dollars moved from #02380 to reflect proper account for retiree health insurance cost.
- 03100 - Cost of actuarial reporting and training programs / seminars for employees
- 03400 - Employee Assistance (EAP) program.
- 04500 – Self insurance charges for property insurance (\$4.5M); Health insurance (\$20M) and Wellness Clinic (\$1.7M). Increase based on health insurance participation.
- 05213 - Wellness Clinic Medical Supplies

**Significant Changes**

There are no significant program changes.

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Economic Development**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	425,000	450,000	450,000	450,000
<b>Total Expenses</b>	<b>425,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1551 Economic Development	425,000	450,000	450,000	450,000
<b>Total Revenues</b>	<b>425,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>

**Accounts of Interest**

03400 - Business Development Board funding for operations (\$450,000) based on approved contract.

**Significant Changes**

There are no significant program changes.

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Grants & Aid / Service Contracts**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	879,494	865,633	892,699	937,154
04400 Rentals and Leases	15,544	15,855	15,767	15,855
08100 Aid To Governmental Agencies	2,826,095	2,518,739	2,295,105	2,471,335
08200 Aid To Private Organizations	665,357	689,420	687,807	807,028
08300 Other Grants and Aids	1,805,710	1,655,474	1,963,384	1,655,474
<b>Total Expenses</b>	<b>6,192,200</b>	<b>5,745,121</b>	<b>5,854,763</b>	<b>5,886,846</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,157,445	1,153,360	1,178,781	1,331,520
1104 District Four MSTU	11,774	11,774	11,774	11,774
1525 Health Care/Medical Services	4,872,647	4,479,840	4,430,144	4,458,405
6204 D Slosberg Driver Education Trust	88,870	90,000	89,061	75,000
6301 Indiantown Community Trust	10,000	0	31,387	0
36200 Rents and Royalties	9,948	10,147	10,091	10,147
36900 Other Miscellaneous Revenues	41,516	0	103,525	0
<b>Total Revenues</b>	<b>6,192,200</b>	<b>5,745,121</b>	<b>5,854,763</b>	<b>5,886,846</b>

**Accounts of Interest**

- 03400 - Historical Society-House of Refuge (\$76,606); Treasure Coast Wildlife Hospital (\$95,749) Humane Society of the Treasure Coast (\$754,799) Life Builders of the Treasure Coast (\$10,000)
- 04400 - Port Salerno Fishing Dock License - The Port Salerno Commercial Fishing Dock Authority reimburses the County 64% of the DEP Lease.
- 08100 - Dori Slosberg Driver Education Fund (\$75,000); Health Care Responsibility Act (\$35,000); Martin County Health Department (\$710,026) MC Health Dept - Immunization Funding (\$113,713); Volunteers in Medicine (\$200,000) Medicaid - Hospital - based on SB1520 Medicaid Billing methodology(\$1,337,596);
- 08200 - Early Learning Coliation (\$24,739); Treasure Coast Food Bank (\$20,000); Children's Home Society (\$30,000); Arts Council (\$60,000) 211 Service (\$11,000); Tykes & Teens (\$50,000); Veterans Homeless (\$10,000); ARC (\$14,500); Treasure Coast Homeless Council (\$25,000); Boys & Girls Club of Martin County (\$50,000); Alzheimer's Community Care (\$15,285); Council on Aging - Log Cabin (\$88,134) Helping People Succeed (\$20,000); Council on Aging - Senior Dining (\$11,774); New Horizons (\$376,596);
- 08300 - County indigent hospitalization (\$1,648,350); Indigent medicine & drugs (\$7,124);

**Significant Changes**

There are no significant program changes.

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Debt Service**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03100 Professional Services	727	0	0	0
03103 Prof Serv-Outside Counsel-Non-Lit	11,508	0	11,328	0
03400 Other Contractual Services	31,171	86,000	31,711	86,000
04990 Bad Debt Expense	18,689	25,000	16,109	25,000
07100 Principal	6,212,801	15,526,969	9,987,384	17,132,055
07200 Interest	4,182,656	4,984,366	4,906,460	5,018,157
07300 Other Debt Service Costs	224,233	65,000	381,505	61,243
914107 Transfer To Fund 4107	3,232,375	0	0	0
914108 Transfer To Fund 4108	3,571,076	0	0	0
<b>Total Expenses</b>	<b>17,485,236</b>	<b>20,687,335</b>	<b>15,334,497</b>	<b>22,322,455</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,013,956	1,015,360	1,012,359	1,907,016
1120 Consolidated Fire/EMS	557,241	1,073,000	400,941	1,890,805
2207 Half Cent Sales Tax Rev Bond 2019	0	0	251,841	0
2403 State Revolving Funds	165,964	165,965	1,078,261	0
2404 Sheriff/Eoc Cons Campus & Boat Ramp	557,480	546,646	565,645	544,916
2405 Imprv Revenue Note, Series 2005	547,311	514,967	534,269	516,000
2407 Capital Improv Rev Note Series 2010	268,166	267,475	266,990	267,091
2408 Capital Improv Rev Note Series 2011	513,215	538,644	513,477	514,800
2410 Lease Purchase Refunding Note Ser 2	429,342	430,818	430,392	430,818
2411 Gas Tax Refunding Rev Not Ser 2014	2,581,000	2,584,646	2,581,220	2,583,805
2412A Cap Impr Rev Note 2017a Tax-Exempt	253,146	254,537	253,087	254,537
2412B Cap Impr Rev Note 2017b Taxable	170,736	172,120	171,099	172,160
2413C Cap Impr Rev Note 2017c Tax-Exempt	89,667	448,727	448,801	448,727
2413D Cap Impr Rev Note 2017d Taxable	265,268	1,362,340	1,357,340	1,362,340
2413E Cap Impr Rev Note 2017e Tax-Exempt	31,975	297,360	297,935	310,000
2414 North Riv Shores Msbu Sp Assmt 2018	50,000	0	922,021	343,560
3102 Other County Capital Projects	751,388	2,192,437	1,888,503	1,826,126
3301 Road Projects	0	139,000	0	198,145
4102 Consolidated - Operating	7,078,004	1,071,595	276,752	1,141,307
4107 Refunding Revenue Bond 2016 A	1,751,425	3,240,975	1,711,224	3,246,775
4108 Refunding Revenue Bond 2016 B	409,951	3,594,358	372,341	3,587,162
31100 Ad Valorem Taxes	0	776,365	0	776,365
<b>Total Revenues</b>	<b>17,485,236</b>	<b>20,687,335</b>	<b>15,334,497</b>	<b>22,322,455</b>

**Accounts of Interest**

03400 - Financial services/Tax Collector Fees in Utilities Department.  
 07100 - This line item is based upon the amount of principal due each year.  
 07200 - This line item is based upon the amount of interest due each year.  
 07300 - This line item is for any other debt expenditures.

**Significant Changes**

There are no significant program changes.

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Budgeted Transfers**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
07100 Principal	0	0	0	250,000
09100 Interfund Transfers	10,730	50,000	9,737	50,000
910001 Transfer To Fund 0001	265,040	250,000	250,082	0
910004 Transfer To Supervisor of Elections	1,154,142	1,164,387	1,169,387	1,262,845
910005 Transfer To Gf - 2017d Taxable Loan	5,726	0	0	0
910006 Transfer To Gf - Disaster Recovery	0	0	2,000,000	0
910007 Transfer To Fund 0007	0	0	0	2,000,000
911110 Transfer To Fund 1110	275,042	302,253	302,253	300,034
911131 Transfer To Fund 1131	0	101,416	176,416	197,956
911140 Transfer To Fund 1140	0	0	874	0
911425 Transfer To Fund 1425	15	0	0	0
911471 Transfer To Fund 1471	0	0	3	0
911521 Transfer To Fund 1521	214,603	283,060	283,060	375,316
911551 Transfer To Fund 1551	201,000	201,000	201,000	201,000
911583 Transfer To Fund 1583	190,037	197,730	195,727	209,188
911585 Transfer To Fund 1585	9,700	0	3	0
911589 Transfer To Fund 1589	3,802,724	4,265,211	4,265,211	4,373,340
912025 Transfer To Fund 62025	33,780	0	316,218	0
912034 Transfer To Fund 62034	488,988	599,533	530,198	616,856
912207 Transfer To Fund 2207	0	0	523,770	0
912403 Transfer To Fund 2403	0	0	562,000	0
912404 Transfer To Fund 2404	561,000	561,000	561,000	561,000
912405 Transfer To Fund 2405	438,000	438,000	438,000	516,000
912410 Transfer To Fund 2410	446,479	446,479	446,479	446,479
912411 Transfer To Fund 2411	2,485,000	2,485,000	2,485,000	2,500,000
912414 Transfer To Fund 2414	0	0	84,023	124,229
913102 Transfer To Fund 3102	195,838	196,245	196,245	1,684,126
913301 Transfer To Fund 3301	130,000	130,000	0	0
914105 Transfer To Fund 4105	5,250,000	5,250,000	5,250,000	2,830,300
914107 Transfer To Fund 4107	0	3,240,975	3,231,975	3,239,775
914108 Transfer To Fund 4108	0	3,594,358	3,584,024	3,578,162
91412A Transfer To Fund 2412a	254,046	254,537	254,537	195,958
91412B Transfer To Fund 2412b	173,736	172,120	172,120	0
91413C Transfer To Fund 2413c	42,600	448,727	448,727	448,727
91413D Transfer To Fund 2413d	234,000	1,362,340	1,368,066	0
91413E Transfer To Fund 2413e	0	310,000	310,000	310,000
914300 Transfer To Fund 4300	3,100,720	0	224,114	0
914501 Transfer To Fund 4501	690,149	512,183	512,183	674,731
915103 Transfer To Fund 5103	400,000	400,000	400,000	400,000
919000 Transfer To Grant Fund	59	0	4,137	0
919268 Transfer To Grant Fund 13650	3,701	0	0	0
919274 Transfer To Grant Fund 13653	-619,392	0	0	0
919278 Transfer To Fund 128102	10,091	0	11,730	0
919279 Transfer To Fund 139929	167,061	0	0	0
919281 Transfer To Fund 133717	0	0	0	0
919284 Transfer To Grant Fund 13655	55	0	23,038	0
919286 Transfer To Grant Fund 13657	11,075	0	1,047	0
919287 Transfer To Grant Fund 13658	222,000	0	788	0
919288 Transfer To Fund 12615	858	0	0	0
919290 Transfer To Grant Fund 128214	2,659	0	2,798	0
919291 Transfer To Grant Fund 133720	6,535	0	754	0
919292 Transfer To Grant Fund 139933	281,771	0	0	0

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Budgeted Transfers**

**Expenditures and Revenues (cont)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
919295 Transfer To Grant Fund 13660	321,347	0	49,235	0
919296 Transfer To Grant Fund 12904	3,061	0	950	0
919297 Transfer To Grant Fund 12902	1,828	0	0	0
919298 Transfer To Grant Fund 139937	8,180	0	0	0
919299 Transfer To Grant Fund 133721	144,238	0	15,693	0
919300 Transfer To Grant Fund 13661	53,747	0	6,065	0
919301 Transfer To Grant Fund 13662	6,698	0	55,519	0
919302 Transfer To Grant Fund 13663	6,771	0	94	0
919303 Transfer To Grant Fund 13664	183,101	0	4,164	0
919306 Transfer To Grant Fund 12882	0	0	20,000	0
919307 Transfer To Grant Fund 13665	0	0	713	0
919308 Transfer To Grant Fund 13666	0	0	159,481	0
919309 Transfer To Grant Fund 13667	0	0	10,230	0
919310 Transfer To Grant Fund 13668	0	0	11,828	0
919311 Transfer To Grant Fund 12727	0	0	382,312	723,350
919312 Transfer To Grant Fund 128708	0	0	24,650	0
919313 Transfer To Grant Fund 128103	0	0	3,301	0
919320 Transfer To Grant Fund 13301	0	0	978	0
<b>Total Expenses</b>	<b>21,868,538</b>	<b>27,216,554</b>	<b>31,541,937</b>	<b>28,069,372</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	7,020,099	8,418,944	11,375,160	11,310,119
0004 General Fund - Supervisor of Elections	3,061	0	950	0
0005 General Fund - 20017d Taxable Loan	0	0	5,726	0
1102 District Two MSTU	15,000	0	0	0
1111 Building and Permitting	275,042	302,253	302,253	300,034
1120 Consolidated Fire/EMS	570,000	1,080,000	1,986,082	1,803,350
1140 Stormwater MSTU	250,000	250,000	250,000	0
1150 Countywide Road Maintenance MSTU	274,297	130,000	17,852	0
13228 State Aid to Libraries FY2017	0	0	82	0
13321 SHIP-FL Fiscal 2011/12	0	0	309	0
13322 SHIP-FL FY 14	0	0	669	0
13648 FDOT Non-Movement Area Rehab Ph	448,142	0	112,035	0
13649 FDOT Runway 7-25 Lighting	776,876	0	14,750	0
13650 FDOT Runway 12-30 Resurfacing	82,404	0	75,002	0
13651 FDOT Air Traffic Control Equipment	48,678	0	0	0
13653 FDOT Mill/Resurface Runway 16/34	619,392	0	0	0
13654 C-FDOT Airport Security Imprvmnts	243,333	0	0	0
13655 C-FDOT Runway 30-34	40,000	0	0	0
13656 C-FDOT Aviation Way	79,707	0	19,927	0
13659 C-FDOT Airport Mowing Equipment	75,000	0	0	0
13852 O-FDEP – Harmful Algal Bloom Mgt	0	0	874	0
1411 Public Building Impact Fees	279,000	279,000	279,000	357,000
1425 Fire Protection/Ems Impact Fees	0	0	0	250,000
1428 Emergency Shelters Impact Fees	15	0	0	0
1457 Rural Road Impact Fees	85,000	85,000	408,470	85,000
1458 Urban Road Impact Fees	900,000	1,000,000	1,978,522	1,900,000
1476 Library Materials Impact Fees	0	0	3	0
1492 Active Parkland	448,832	0	0	0
1525 Health Care/Medical Services	8,627	8,627	8,627	8,627
1586 \$65 Lcl Ord-Legal Aid FS939.185	4	0	3	0

Fiscal Year 2020

Non-Departmental

Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Budgeted Transfers**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1587 \$65 Lcl Ord-Law Library FS939.185	6,245	0	0	0
1588 \$65 Lcl Ord-Alt Juv Prog FS939.185	3,451	0	0	0
1589 \$15 Lcl Ord-Ct Facilities FS318.18	306,235	306,235	306,235	306,235
2413D Cap Impr Rev Note 2017d Taxable	5,726	0	0	0
3102 Other County Capital Projects	577,782	576,657	576,657	150,000
3201 Beaches	0	0	24,650	0
3301 Road Projects	27,466	0	40,561	0
3302 Gas Tax 7/8 - Roads	1,500,000	1,400,000	98,008	515,000
3610 North River Shores MSBU Ph2	0	0	84,023	0
4102 Consolidated - Operating	5,445,838	12,281,578	12,262,244	9,968,424
4300 Airport	189,961	0	324,601	0
6201 Law Enforcement Trust Fund	10,730	50,000	9,737	50,000
6202 Jensen Beach CRA Trust Fund	35,200	45,339	40,096	43,958
62021 Rio CRA Trust Fund	98,981	130,267	115,202	130,262
62022 Hobe Sound CRA Trust Fund	140,759	370,942	352,629	375,922
62023 Port Salerno CRA Trust Fund	93,883	123,122	108,883	127,002
62024 Golden Gate CRA Fund	37,806	50,004	44,221	53,900
62025 Indiantown District 3 CRA Fund	26,852	0	0	0
62026 Palm City CRA Fund	91,837	328,586	317,894	334,539
62036 Indiantown District 5 CRA Fund	40,048	0	0	0
33439 State Grants/Other Physical Envir	0	0	0	0
33470 State Grants/Culture & Recreation	40	0	0	0
38920 Grants and Donations	1,306,580	0	0	0
38930 Grants & Donations - State	0	0	0	0
814300 Transfer From Fund 4300	-619,392	0	0	0
<b>Total Revenues</b>	<b>21,868,538</b>	<b>27,216,554</b>	<b>31,541,937</b>	<b>28,069,372</b>

**Accounts of Interest**

07100 - Training Facility debt service funds.

910001 - 919311 These line items vary depending upon the necessity to move dollars from one fund to another.

They include County match funds for grants, CRA funding, and transfers to the Constitutional Officers.

911110 - Transfer represents 35% of building related work in the 2020 Code Enforcement budget.

**Significant Changes**

There are no significant program changes.



Martin County  
Fiscal Year 2020 Adopted Budget

**Non-Departmental  
Reserves**

**Expenditures and Revenues**

Expense Classification	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
09901 Budget Reserves For Contingencies	0	27,984,286	0	35,592,052
09902 Budget Reserves/ Capital Outlay	0	15,491,868	0	21,584,163
09905 Budget Reserves/ Long Term Care Fac	0	563,359	0	563,584
910007 Transfer To Fund 0007	0	0	2,000,000	0
<b>Total Expenses</b>	<b>0</b>	<b>44,039,513</b>	<b>2,000,000</b>	<b>57,739,799</b>

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	0	8,170,000	2,000,000	13,232,000
1110 Unincorporated MSTU	0	95,000	0	111,000
1111 Building and Permitting	0	6,692,315	0	8,832,296
1120 Consolidated Fire/EMS	0	1,820,000	0	2,520,000
1130 Consolidated Parks	0	25,000	0	25,000
1131 Sailfish Splash Waterpark	0	16,000	0	16,000
1137 Community Broadband Network	0	59,672	0	64,341
1140 Stormwater MSTU	0	45,000	0	45,000
1150 Countywide Road Maintenance MSTU	0	15,000	0	16,500
1401 Administrative Fee Impact Fee	0	43,000	0	36,000
1436 Law Enforcement Impact Fees – 1A	0	0	0	300,000
1458 Urban Road Impact Fees	0	837,000	0	837,000
1459 Pedestrian/Bicycle Path Impact Fees	0	600	0	5,000
1492 Active Parkland	0	280,000	0	0
1523 Drug Abuse	0	7,500	0	7,500
1525 Health Care/Medical Services	0	3,000	0	3,000
1552 Tourist Development	0	6,500	0	6,500
1584 \$2 Ma Crim Justice I S - G A Litem	0	8,927	0	5,370
2403 State Revolving Funds	0	84,035	0	0
2404 Sheriff/Eoc Cons Campus & Boat Ramp	0	14,354	0	16,084
2405 Imprv Revenue Note, Series 2005	0	19,533	0	0
2407 Capital Improv Rev Note Series 2010	0	135	0	0
2410 Lease Purchase Refunding Note Ser 2	0	15,661	0	15,661
2413E Cap Impr Rev Note 2017e Tax-Exempt	0	12,640	0	0
3102 Other County Capital Projects	0	9,000	0	7,800
3201 Beaches	0	29,000	0	14,000
3203 Golf Course Development	0	91,000	0	91,000
3301 Road Projects	0	145,000	0	145,000
3302 Gas Tax 7/8 - Roads	0	507,880	0	1,467,880
4102 Consolidated - Operating	0	10,323,979	0	17,038,236
4103 Consolidated Water - CFC	0	5,040,000	0	3,680,000
4104 Consolidated Sewer - CFC	0	1,535,000	0	1,470,000
4200 Solid Waste	0	7,916,768	0	7,455,631
4300 Airport	0	20,000	0	20,000
4501 Martin County Golf Course	0	8,000	0	8,000
5102 Health Insurance	0	0	0	218,000
5103 OPEB	0	10,000	0	0
5300 Vehicle Maintenance	0	20,000	0	20,000
62024 Golden Gate CRA Fund	0	82,755	0	0
62026 Palm City CRA Fund	0	20,259	0	0
62034 Community Development Administration	0	10,000	0	10,000
<b>Total Revenues</b>	<b>0</b>	<b>44,039,513</b>	<b>2,000,000</b>	<b>57,739,799</b>

**Non-Departmental  
Reserves**

**Accounts of Interest**

09901 - 09905 - Reserves are broken into various categories and are distributed among all the funds. Designated (restricted) reserves cannot be used for any general purpose; they have been reserved for a specific use. The following is a breakdown by fund and reserve type:

<b>FY20 RESERVES</b>								
<b>ALLOCATION BY TYPE</b>								
	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	TRUST & AGENCY	TOTAL RESERVES
Restricted	12,600,000	2,926,211		161,800	334,000	20,000	10,000	16,052,011
Restricted - Supervisor of Elections	25,000							25,000
Restricted - Veteran's Council FARB	45,000							45,000
Restricted - Guardian Ad Litem	60,000							60,000
Contingency	502,000	4,762,296	31,745	96,000	9,800,000	218,000		15,410,041
Building - Operational		4,000,000						4,000,000
Future Capital Outlay		1,142,000		1,467,880	18,974,283			21,584,163
Long-Term Care					563,584			563,584
<b>Total By Fund</b>	<b>13,232,000</b>	<b>12,830,507</b>	<b>31,745</b>	<b>1,725,680</b>	<b>29,671,867</b>	<b>238,000</b>	<b>10,000</b>	<b>57,739,799</b>

**Significant Changes**

There are no significant program changes.

**Parks and Recreation**

<b>Parks and Recreation Program Chart</b> Total Full-Time Equivalents (FTE) = 82.00
--

<b>Parks and Recreation/Administration</b> Total Full Time Equivalents (FTE) = 3.35
<b>Parks Operations</b> Total Full Time Equivalents (FTE) = 53.4
<b>Indian Riverside Park Admin</b> Total Full Time Equivalents (FTE) = 2.55
<b>Recreation Programs</b> Total Full Time Equivalents (FTE) = 5.6
<b>Recreation Grants</b> Total Full Time Equivalents (FTE) = 7.3
<b>Cooperative Extension Services</b> Total Full Time Equivalents (FTE) = 1
<b>Phipps Park</b> Total Full Time Equivalents (FTE) = 1.5
<b>Sailfish Splash Waterpark/Pool</b> Total Full Time Equivalents (FTE) = 4.2
<b>Golf Course Operations</b> Total Full Time Equivalents (FTE) = 3.1

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	80.00	80.00	82.00	2.00	3 %
<b>Total Budget Dollars</b>	11,002,107	11,096,361	12,067,830	971,469	8.75 %

**Parks and Recreation**

**Introduction**

**MISSION STATEMENT:** In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

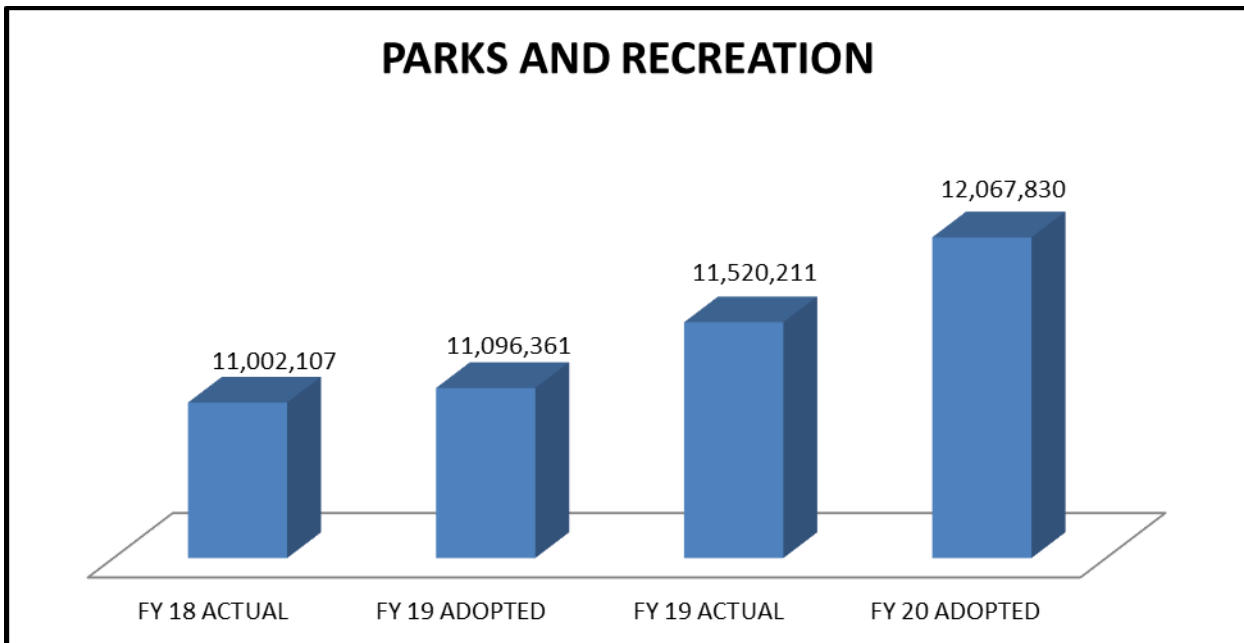
**VISION STATEMENT:** We strive to enhance the health, economy and well-being of our community through sustainable practices, leisure opportunities and environmental stewardship.

**Key Issues and Trends**

The 2016 Parks and Recreation Master Plan has identified maintenance of existing facilities as a top priority for the Parks and Recreation Department. Appropriate funding to achieve the collective goals to meet maintenance objectives will be addressed in the operating and capital budgets.

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Parks and Recreation/Administration	368,283	385,377	388,586	420,281
Parks Operations	4,875,195	5,212,658	5,337,734	5,691,584
Indian Riverside Park Admin	573,249	568,596	596,128	637,023
Recreation Programs	902,155	1,047,507	979,669	1,183,944
Recreation Grants	616,123	279,211	657,106	405,137
Cooperative Extension Services	203,543	248,180	212,532	240,086
Phipps Park	133,516	135,119	154,461	202,142
Sailfish Splash Waterpark/Pool	1,264,708	1,315,330	1,444,209	1,377,302
Golf Course Operations	2,065,337	1,904,383	1,749,787	1,910,331
<b>Total Expenses</b>	<b>11,002,107</b>	<b>11,096,361</b>	<b>11,520,211</b>	<b>12,067,830</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	3,062,601	3,207,022	3,352,370	3,567,353
01203 Standby Pay	0	0	105	0
01300 Other Salaries	401,259	425,000	431,637	440,000
01400 Overtime	28,685	13,500	37,644	13,500
01501 Cell Phone Stipend	11,297	9,840	12,547	15,220
01504 Class C Meal Reimbursement	84	0	13	0
02101 FICA	209,154	204,131	228,714	248,356
02102 Medicare	48,915	47,744	53,490	58,093
02200 Retirement Contributions	276,911	289,727	313,618	329,103
02201 Pension Expense Npl Adjust	20,289	0	0	0
02300 Life and Health Insurance	820,402	869,833	888,167	939,554
02600 Salary/Fringe Chargebacks	74,646	0	79,352	-93,897
02610 Other Postemployment Benefits	-1,708	0	0	0
03400 Other Contractual Services	569,442	428,711	670,266	412,831
03404 Janitorial Services	236,455	420,716	258,492	437,716
03409 Mowing & Landscaping Services	1,491,309	1,559,318	1,571,062	1,711,318
03410 Other Contractual Svcs - Staffing	811,378	661,063	734,029	812,687
04000 Travel and Per Diem	571	0	341	0
04001 Travel and Per Diem/Mandatory	286	0	0	0
04002 Travel and Per Diem/Educational	9,261	19,930	11,174	19,930
04100 Communications	8,265	21,646	14,318	22,146
04101 Communications- Cell Phones	7,748	12,590	2,293	12,590
04102 Communications- Two Way Radios	1,451	1,528	0	1,528
04104 Communications-Data/Wireless Svc	2,930	0	4,120	6,240
04200 Freight and Postage	11,493	6,825	12,465	6,825
04300 Utility Services	17,905	13,300	27,464	18,100
04301 Electricity	661,877	647,582	698,907	658,582
04302 Streetlights	0	0	43	0
04303 Water/Sewer Services	248,415	254,879	248,508	251,379
04304 Garbage/Solid Waste Services	103,210	87,300	110,131	96,600
04400 Rentals and Leases	13,645	12,052	11,976	12,052
04401 Rentals and Leases/Pool Vehicles	540	565	1,400	565
04402 Rentals and Leases/Copier Leases	10,805	12,356	11,036	12,356
04500 Insurance	59,537	71,000	34,076	79,000
04600 Repairs and Maintenance	142,267	137,350	127,703	144,350
04610 Vehicle Repair and Maintenance	124,511	167,282	121,101	167,282
04611 Building Repair and Maintenance	137,956	240,651	182,417	240,651
04612 Software Maintenance	0	0	280	0
04613 Maintenance Material	93,080	97,250	116,637	112,250
04614 Hardware Maintenance	1,419	0	1,419	0
04700 Printing and Binding	19,157	34,865	18,404	34,865
04800 Promotional Activities	32,277	93,300	42,560	82,300
04900 Other Current Charges	22,034	17,700	27,235	30,900
04910 Fleet Replacement Charge	114,285	119,118	119,118	119,118
05100 Office Supplies	10,189	16,850	10,342	16,850
05179 Other Equipment \$1000-\$4999.99	13,558	27,888	4,293	27,888
05195 Non-Capital Computer Equipment	4,474	0	26,443	0
05199 Other Non-Capital Equipment	35,399	47,648	29,444	34,648
05200 Operating Supplies	226,900	168,080	213,000	170,780
05201 Chemicals	144,663	90,200	100,068	98,200
05204 Fuel	106,515	106,327	98,910	106,327

Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation**

**Expenditures and Revenues (cont)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05206 Athletic Field Materials	235,596	244,900	233,065	287,900
05208 Software Licenses	568	5,240	1,983	5,240
05209 Landscape Materials	9,117	0	1,584	0
05210 Food	142,284	141,000	151,313	161,000
05211 Software Services	868	1,000	1,000	1,000
05213 Medical Supplies	925	1,500	296	1,500
05220 Cost of Goods Sold - Alcohol	8,353	0	8,806	0
05300 Road Materials and Supplies	404	5,819	1,075	5,819
05400 Publications and Memberships	5,062	6,300	4,954	6,300
05500 Training	13,258	27,935	12,179	37,135
05900 Depreciation	118,479	0	0	0
06300 Improvements Other Than Buildings	0	0	44,821	0
06410 Vehicles - Fleet Maintenance	19,452	0	0	51,000
09902 Budget Reserves/ Capital Outlay	0	0	0	34,800
<b>Total Expenses</b>	<b>11,002,107</b>	<b>11,096,361</b>	<b>11,520,211</b>	<b>12,067,830</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	5,410,063	5,903,072	5,869,439	6,345,228
1130 Consolidated Parks	567,722	835,980	697,990	1,058,900
1131 Sailfish Splash Waterpark	38,544	49,045	113,232	163,174
1132 Jensen Beach Concession	-6,973	-8,250	-22,482	-3,250
139501 NRPA/Walmart Out of School Grant	0	0	387	0
139502 NRPA/Walmart Out of School FY16	9,162	0	1,991	0
1552 Tourist Development	74,240	100,000	127,722	183,124
1579 Park Maintenance Endowment Fund	9,926	12,820	8,467	12,820
4501 Martin County Golf Course	803,302	503,383	579,871	666,331
33170 Federal Grants/Culture & Recreation	23,429	0	0	0
33770 Local Grants/Culture-Recreation	381,087	0	390,983	0
34191 Overages	513	0	1,248	0
34192 Shortages	-381	0	-979	0
34720 Parks and Recreation Fees	1,221,353	1,000,000	1,096,637	1,206,842
34750 Special Rec Facilities Fees	1,765,286	2,037,497	1,953,046	1,795,772
34751 Special Rec Facilities Bev Rev	23,088	0	20,874	0
34900 Other Charges for Services	2,185	1,500	1,903	1,500
35190 Other Judgments and Fines	25	0	293	0
36200 Rents and Royalties	144,210	132,000	109,751	132,000
36400 Disposition of Fixed Assets	0	0	31,393	0
36500 Sale of Surplus Materials	0	0	1,585	0
36600 Contributions/Private Sources	29,420	17,000	17,040	2,000
36900 Other Miscellaneous Revenues	503,606	512,314	493,624	503,389
36910 Insurance Proceeds/Refunds	2,300	0	26,196	0
<b>Total Revenues</b>	<b>11,002,107</b>	<b>11,096,361</b>	<b>11,520,211</b>	<b>12,067,830</b>

**Parks and Recreation  
Parks and Recreation/Administration**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

Management and administration of departmental resources, coordination of County park policies, personnel, rules and regulations, correspondence and other necessary support services.

**Goals and Objectives**

- Review and update Parks and Recreation policies, procedures and guidelines
- Utilize the CAPRA criteria to establish quality public recreation services
- Monitor park patron satisfaction through user surveys

**Benchmarks**

Like sized agencies that have similar populations that are CAPRA accredited

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Policy and Procedures Review	#	1.00	1.00	1.00	1.00
CAPRA certification	#	1.00	1.00	1.00	1.00
Park Patron Satisfaction	%	90.00	90.00	90.00	90.00

**Outcomes**

- Train appropriate staff to comply with Department-wide policies, procedures and guidelines
- Maintain CAPRA Accreditation standards
- Complete 50 Countywide park patron satisfaction surveys with a result of 90% or higher

**Staffing Summary**

Job Title	FY2019	FY2020
Parks & Recreation Director	1	1
Aquatics & Park Administrator	.5	.5
Marketing Manager	.5	.5
Business Operations Manager	1	1
Administrative Specialist III	.35	.35
<b>Total FTE</b>	<b>3.35</b>	<b>3.35</b>

**Equipment Expenditures**

None

**Parks and Recreation  
Parks and Recreation/Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	250,562	250,562	258,595	258,159
01501 Cell Phone Stipend	1,800	1,800	1,799	1,800
01504 Class C Meal Reimbursement	42	0	0	0
02101 FICA	15,085	15,535	15,442	16,005
02102 Medicare	3,528	3,633	3,611	3,743
02200 Retirement Contributions	37,021	38,473	40,188	41,500
02300 Life and Health Insurance	35,438	35,499	42,359	44,999
03400 Other Contractual Services	192	0	39	0
04000 Travel and Per Diem	556	0	168	0
04002 Travel and Per Diem/Educational	3,002	5,120	1,844	5,120
04100 Communications	0	0	92	0
04200 Freight and Postage	23	0	14	0
04301 Electricity	0	0	82	0
04401 Rentals and Leases/Pool Vehicles	350	100	670	100
04402 Rentals and Leases/Copier Leases	3,260	3,100	3,107	3,100
04610 Vehicle Repair and Maintenance	220	50	375	50
04700 Printing and Binding	2,114	2,000	1,513	2,000
04800 Promotional Activities	4,552	20,000	9,704	20,000
04910 Fleet Replacement Charge	2,600	2,600	2,600	2,600
05100 Office Supplies	2,552	3,000	2,140	3,000
05200 Operating Supplies	0	30	0	30
05204 Fuel	539	525	371	525
05208 Software Licenses	328	0	0	0
05400 Publications and Memberships	1,900	1,050	1,630	1,050
05500 Training	2,618	2,300	2,243	16,500
<b>Total Expenses</b>	<b>368,283</b>	<b>385,377</b>	<b>388,586</b>	<b>420,281</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	330,796	348,323	346,777	377,313
1130 Consolidated Parks	37,487	37,054	41,809	42,968
<b>Total Revenues</b>	<b>368,283</b>	<b>385,377</b>	<b>388,586</b>	<b>420,281</b>

**Accounts of Interest**

05500 - Increase for additional staff training related to customer service and CAPRA accreditation.

**Significant Changes**

There are no significant program changes.



**Parks and Recreation  
Parks Operations**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

Parks Operations provides maintenance, repairs and minor improvements to 77 park locations countywide incorporating environmentally sound practices, as well as working with the Capital Projects Group on the construction of major projects and numerous renovations. In addition, Parks Operations provides support for over 100 special events annually, provides contract administration, implements an automated work management system and perpetual inventory system and all related reports; actively participates in countywide safety programs and prepares athletic facilities for numerous youth and adult sports activities.

**Goals and Objectives**

- Provide high-quality and cost-effective maintenance operations of developed park lands
- Maintain a comprehensive park and amenity inspection program

**Benchmarks**

- Provide quality maintenance operations of developed park lands in a cost-effective manner as benchmarked (cost per acre) by the Florida Benchmarking Consortium
- Maintain a comprehensive park and amenity inspection program as benchmarked with the National Parks and Recreation (NRPA) Parks Metrics Program

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Cost per acre	\$	4,909.00	3,101.00	4,985.81	3,101.00
Park Certification Score	%	99.20	90.00	95.00	90.00

**Outcomes**

- New cost of \$3,101 per acre for maintenance of developed park lands. Cost per acre of the combined active and passive park land is calculated at 1436 acres. This does not include Sailfish Splash Water Park and The Martin County Golf Course, as they have funds budgeted separately for these expenditures. The cost per acre calculations has been updated to reflect this change according to the newly approved Parks Master Plan.
- Average of ninety percent (90%) compliance with established Parks Quality Maintenance Standards.

**Parks and Recreation  
Parks Operations**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Lead Parks Services Specialist		9.9
Marketing & Sales Coordinator		.1
Parks Services Specialist		19
Sr Parks Services Specialist		10
Park Supervisor	2	3
Parks Superintendent	6	6
Parks Services Specialist II	21	
Parks Services Specialist III	9	
Equipment Operator III	1	1
Parks Services Specialist IV	9.9	
Parks Safety & Ops Administrator	1	1
Administrative Specialist II	1.4	1
Deputy Director	1	1
Marketing & Group Sales Coordinator	.1	
Senior Park Services Specialist		1
Recreation & Event Specialist		.4
<b>Total FTE</b>	<b>52.4</b>	<b>53.4</b>

**Equipment Expenditures**

Pick-Up Trucks  
25,500.00      x 2      = 51,000.00      New

Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation  
Parks Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	1,803,125	1,918,456	2,045,249	2,106,797
01203 Standby Pay	0	0	105	0
01400 Overtime	28,062	13,500	36,422	13,500
01501 Cell Phone Stipend	3,860	3,408	5,162	5,328
01504 Class C Meal Reimbursement	3	0	0	0
02101 FICA	105,615	119,278	119,942	131,452
02102 Medicare	24,700	27,901	28,051	30,748
02200 Retirement Contributions	150,299	158,906	174,325	182,366
02300 Life and Health Insurance	538,387	584,762	589,321	607,106
03400 Other Contractual Services	135,333	55,780	125,788	55,780
03404 Janitorial Services	147,264	270,216	136,572	270,216
03409 Mowing & Landscaping Services	288,271	367,918	356,260	497,918
03410 Other Contractual Svcs - Staffing	14,089	0	8,085	0
04001 Travel and Per Diem/Mandatory	286	0	0	0
04002 Travel and Per Diem/Educational	745	5,500	2,780	5,500
04100 Communications	454	8,230	7,681	8,230
04101 Communications- Cell Phones	7,748	12,590	2,293	12,590
04102 Communications- Two Way Radios	1,451	1,528	0	1,528
04104 Communications-Data/Wireless Svc	2,544	0	2,633	3,840
04200 Freight and Postage	7,215	2,000	8,740	2,000
04300 Utility Services	0	700	0	700
04301 Electricity	387,905	370,045	411,632	370,045
04302 Streetlights	0	0	43	0
04303 Water/Sewer Services	195,913	194,379	196,780	194,379
04304 Garbage/Solid Waste Services	80,770	70,000	91,196	70,000
04400 Rentals and Leases	10,861	3,052	11,211	3,052
04401 Rentals and Leases/Pool Vehicles	4	0	30	0
04402 Rentals and Leases/Copier Leases	1,489	1,156	1,365	1,156
04600 Repairs and Maintenance	47,782	52,700	61,885	52,700
04610 Vehicle Repair and Maintenance	114,524	160,732	119,810	160,732
04611 Building Repair and Maintenance	56,928	108,851	98,598	108,851
04613 Maintenance Material	74,264	91,250	94,744	91,250
04700 Printing and Binding	623	1,165	1,341	1,165
04900 Other Current Charges	687	1,200	478	1,200
04910 Fleet Replacement Charge	104,585	109,418	109,418	109,418
05100 Office Supplies	1,760	3,250	1,461	3,250
05179 Other Equipment \$1000-\$4999.99	12,433	17,633	2,418	17,633
05195 Non-Capital Computer Equipment	2,517	0	3,027	0
05199 Other Non-Capital Equipment	25,839	23,848	25,332	23,848
05200 Operating Supplies	137,741	92,025	113,933	92,025
05201 Chemicals	0	10,200	9,638	10,200
05204 Fuel	99,443	98,302	95,331	98,302
05206 Athletic Field Materials	235,596	244,900	233,065	287,900
05209 Landscape Materials	2,294	0	1,152	0
05211 Software Services	0	0	500	0
05300 Road Materials and Supplies	404	5,819	1,075	5,819
05400 Publications and Memberships	840	750	1,100	750
05500 Training	1,090	1,310	1,765	1,310
06410 Vehicles - Fleet Maintenance	19,452	0	0	51,000
<b>Total Expenses</b>	<b>4,875,195</b>	<b>5,212,658</b>	<b>5,337,734</b>	<b>5,691,584</b>

**Parks and Recreation  
Parks Operations**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	4,742,604	5,053,887	5,132,126	5,448,539
1130 Consolidated Parks	43,267	43,451	44,267	44,601
1552 Tourist Development	74,240	100,000	82,901	183,124
1579 Park Maintenance Endowment Fund	9,926	12,820	8,467	12,820
35190 Other Judgments and Fines	25	0	293	0
36400 Disposition of Fixed Assets	0	0	31,393	0
36500 Sale of Surplus Materials	0	0	1,585	0
36600 Contributions/Private Sources	500	0	6,370	0
36900 Other Miscellaneous Revenues	2,333	2,500	4,135	2,500
36910 Insurance Proceeds/Refunds	2,300	0	26,196	0
<b>Total Revenues</b>	<b>4,875,195</b>	<b>5,212,658</b>	<b>5,337,734</b>	<b>5,691,584</b>

**Accounts of Interest**

- 03400 - Preserve Area Management Plans (PAMPS) maintenance in the amount of \$25,000. Annual contracts for uniform services \$14,350; DEP-required well monitoring \$2,750; alarm systems \$240; termite inspections \$790; control link field light monitoring \$2,000; contracted tree service \$2,050; \$3,600 Citrus Grove exotic plant maintenance; Timer Powers footing maintenance \$5,000.
- 03404 -South Central MSTU funding to be used for Twin Rivers Park maintenance ten year endowment fund. South Central MSTU funding to be used for Peck Lake maintenance ten year endowment fund. Annual contracts for restroom cleaning in parks Countywide.
- 03409 -Annual contracts for mowing and landscaping at beaches and parks Countywide. Increase due to contractual cost increases and additional tree trimming for parks countywide. Reduction due to Village of Indiantown assumption of duties.
- 04104 - For the additional iPads
- 04910 - Fleet Replacement Cost Estimates.
- 05206 - Increase due to providing level of service for a comprehensive turf management program countywide.
- 06410 - Two pick-up trucks for current Park Operations staff and the new Senior Park Service Specialist FTE for the beaches.

**Significant Changes**

Addition of one Senior Park Service Specialist FTE to maintain beach facilities to be funded through Tourist Development Tax beach maintenance category.

**Parks and Recreation  
Indian Riverside Park Admin**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

Indian Riverside Park is a premier family destination park, providing park patrons with a number of activity opportunities to experience. The park features beach access to the Indian River Lagoon, a fishing pier, walking paths, open green spaces, an interactive play fountain and several facilities available for reservation. The park facilities include four picnic pavilions, the Frances Langford Dockside Pavilion, Captain Sewell's house and the Mansion at Tuckahoe which includes the Tuckahoe Plaza and amphitheater. All of the park facilities are available for rental for private or community events. Additionally the park includes two contractual partners: The US Sailing Center and The Children's Museum of the Treasure Coast.

**Goals and Objectives**

- Monitor customer satisfaction through user surveys
- Facilitate IRSP Partners Meetings
- Produce monthly revenue and activity reports for IRSP/Mansion

**Benchmarks**

The Mansion at Tuckahoe will benchmark against Deering Estate at Cutler Ridge

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Customer satisfaction Surveys	%	95.00	95.00	92.90	95.00
IRSP Partner Meetings	#	6.00	6.00	6.00	6.00
Monthly Revenue/Expenditure Rpt	#	12.00	12.00	12.00	12.00

**Outcomes**

- Produce 50 customer satisfaction surveys with a satisfaction rate of 95%
- Require participation from leased partners (The US Sailing Center, The Children's Museum of the Treasure Coast)
- Evaluate and manage revenue and expenditure reports for IRSP/Mansion

**Staffing Summary**

Job Title	FY2019	FY2020
Administrative Specialist III	.05	.05
Sr Parks Services Specialist	.8	.8
Marketing Coordinator	.05	
Senior Park Manager	1	1
Aquatics & Park Administrator	.4	.4
Marketing Manager	.1	.1
Marketing & Group Sales Coordinator	.15	
Marketing & Sales Coordinator		.2
<b>Total FTE</b>	<b>2.55</b>	<b>2.55</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation  
Indian Riverside Park Admin**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	123,365	129,853	136,072	135,835
01400 Overtime	148	0	737	0
01501 Cell Phone Stipend	922	312	816	816
01504 Class C Meal Reimbursement	7	0	0	0
02101 FICA	7,354	8,051	8,121	8,422
02102 Medicare	1,720	1,882	1,899	1,971
02200 Retirement Contributions	9,903	10,726	11,379	11,506
02300 Life and Health Insurance	25,496	28,316	27,550	27,832
03400 Other Contractual Services	39,495	26,580	35,326	38,000
03404 Janitorial Services	40,559	48,000	59,918	55,000
03409 Mowing & Landscaping Services	55,617	60,000	54,560	60,000
03410 Other Contractual Svcs - Staffing	93,362	76,235	89,902	100,000
04002 Travel and Per Diem/Educational	15	600	838	600
04100 Communications	2,594	3,186	2,637	3,186
04200 Freight and Postage	230	1,000	463	1,000
04301 Electricity	43,996	44,000	44,639	44,000
04303 Water/Sewer Services	30,818	23,000	31,351	23,000
04304 Garbage/Solid Waste Services	5,464	4,500	0	5,500
04400 Rentals and Leases	0	0	190	0
04401 Rentals and Leases/Pool Vehicles	30	0	30	0
04402 Rentals and Leases/Copier Leases	478	600	1,359	600
04500 Insurance	16,000	20,000	17,389	20,000
04600 Repairs and Maintenance	29,550	30,000	20,214	30,000
04611 Building Repair and Maintenance	18,246	18,000	17,619	18,000
04613 Maintenance Material	3,512	0	13,104	15,000
04700 Printing and Binding	301	2,000	389	2,000
04800 Promotional Activities	2,558	11,300	9,773	11,300
04900 Other Current Charges	457	250	183	250
05100 Office Supplies	658	500	153	500
05179 Other Equipment \$1000-\$4999.99	0	5,255	0	5,255
05195 Non-Capital Computer Equipment	801	0	0	0
05199 Other Non-Capital Equipment	3,648	2,300	0	2,300
05200 Operating Supplies	1,105	5,000	760	5,000
05201 Chemicals	7,999	5,000	7,430	8,000
05204 Fuel	157	400	0	400
05208 Software Licenses	48	0	0	0
05209 Landscape Materials	6,823	0	0	0
05500 Training	-185	1,750	1,329	1,750
<b>Total Expenses</b>	<b>573,249</b>	<b>568,596</b>	<b>596,128</b>	<b>637,023</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	180,023	260,863	268,678	279,290
34720 Parks and Recreation Fees	380,203	300,000	308,252	350,000
36200 Rents and Royalties	1	0	645	0
36600 Contributions/Private Sources	4,250	0	10,670	0
36900 Other Miscellaneous Revenues	8,772	7,733	7,883	7,733
<b>Total Revenues</b>	<b>573,249</b>	<b>568,596</b>	<b>596,128</b>	<b>637,023</b>

**Parks and Recreation  
Indian Riverside Park Admin**

**Accounts of Interest**

- 03400 - A/C maintenance (\$5,096); interactive fountain maintenance (\$1,200); fire alarm and security monitoring (\$1,795); elevator inspections (\$250); mansion aquarium maintenance (\$4,300); credit card processing fees (\$3,584); contracted services for event set-up and breakdown (\$3,775); mansion chiller maintenance agreement (\$6,580); pest control and fountain maintenance (\$11,420).
- 03404 - Contracted restroom maintenance (\$13,350); Dockside and mansion cleaning (\$41,650). Increase due to contractual vendor costs of cleaning restrooms.
- 03409 - Landscaping and mowing services for IRSP and mansion. Increase due to landscaping contract increases.
- 03410 - Contracted staffing services for IRSP and mansion due to projected bookings. Increase due to market rate adjustment for contractual staffing.
- 04613 - Increase for maintenance material costs that were previously the responsibility of General Services Department.
- 05201 - Increase to align budget with actual chemical costs to operate the interactive fountain.

**Significant Changes**

There are no significant program changes.

**Parks and Recreation  
Recreation Programs**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

Management, permitting and implementation of recreation programs, athletics, special events, event support, facility scheduling, volunteers and special population programming.

**Goals and Objectives**

- Strive for maximum cost recovery through increased revenue opportunities
- Provide effective customer service
- Ensure employees are adequately trained to successfully support Recreation programs
- Ensure Efficiency, Transparency, Accountability and Effectiveness

**Benchmarks**

- Agencies and organizations in Florida operating similar recreational programming, athletic activities and special events for program quality, fees and participant satisfaction
- Commission for Accreditation of Park and Recreation Agencies (CAPRA) operational and programming standards
- State of Florida and National Recreation and Parks Association training standards

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Customer Satisfaction	%	89.00	95.00	91.00	95.00
FTE Staff Hours of Continuing Education	#	10.00	10.00	10.00	10.00
Positive Public Perception	%	88.50	85.00	91.00	85.00
Newly Explored Revenue Opportunities	#	8.00	3.00	3.00	3.00

**Outcomes**

- Produce 200 surveys and realize 95% customer satisfaction and 85% positive public perception regarding recreation programs, athletics, special events, event support, facility scheduling, volunteers and special population programming
- Staff will present to Director revenue opportunities for possible implementation
- FTE staff will produce documentation of a minimum of 10 hours of continuing education resulting in a well-trained workforce



**Parks and Recreation  
Recreation Programs**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Recreation Administrator	1	1
Marketing Coordinator	.05	
Recreation Coordinator	2	
Recreation Supervisor		1
Recreation & Event Specialist		.6
Administrative Specialist II	1.3	.7
Events & Volunteer Coordinator	1	1
Marketing Manager	.1	.1
Sports & Athletics Supervisor		1
Marketing & Group Sales Coordinator	.15	
Marketing & Sales Coordinator		.2
<b>Total FTE</b>	<b>5.6</b>	<b>5.6</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation  
Recreation Programs**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	279,181	280,962	321,066	292,565
01501 Cell Phone Stipend	1,289	912	1,416	3,916
01504 Class C Meal Reimbursement	7	0	13	0
02101 FICA	16,494	17,420	18,813	18,138
02102 Medicare	3,857	4,074	4,400	4,244
02200 Retirement Contributions	22,381	23,209	28,396	28,173
02300 Life and Health Insurance	57,425	47,467	71,197	62,938
03400 Other Contractual Services	82,911	99,500	119,096	99,500
03404 Janitorial Services	41,867	94,500	56,790	94,500
03410 Other Contractual Svcs - Staffing	202,640	218,343	186,853	301,850
04002 Travel and Per Diem/Educational	1,740	2,000	647	2,000
04100 Communications	1,628	5,820	2,132	5,820
04104 Communications-Data/Wireless Svcs	0	0	263	0
04200 Freight and Postage	841	1,000	824	1,000
04300 Utility Services	667	0	3,967	0
04301 Electricity	29,762	32,000	33,446	33,000
04303 Water/Sewer Services	2,958	6,000	2,538	6,000
04400 Rentals and Leases	573	0	0	0
04401 Rentals and Leases/Pool Vehicles	36	200	640	200
04402 Rentals and Leases/Copier Leases	159	0	0	0
04500 Insurance	-223	10,000	-29,933	10,000
04600 Repairs and Maintenance	13,830	21,400	15,856	21,400
04610 Vehicle Repair and Maintenance	778	3,000	516	3,000
04611 Building Repair and Maintenance	44,238	80,000	46,139	80,000
04613 Maintenance Material	216	0	1,484	0
04700 Printing and Binding	11,304	14,000	12,027	14,000
04800 Promotional Activities	3,737	3,100	1,419	3,100
04900 Other Current Charges	1,445	1,200	1,030	1,200
04910 Fleet Replacement Charge	2,300	2,300	2,300	2,300
05100 Office Supplies	839	1,600	2,138	1,600
05179 Other Equipment \$1000-\$4999.99	0	5,000	0	5,000
05195 Non-Capital Computer Equipment	1,155	0	934	0
05199 Other Non-Capital Equipment	2,336	8,500	2,187	8,500
05200 Operating Supplies	19,348	17,425	23,080	19,425
05204 Fuel	5,273	5,500	2,047	5,500
05208 Software Licenses	0	0	145	0
05210 Food	47,628	36,000	42,633	46,000
05211 Software Services	389	0	0	0
05220 Cost of Goods Sold - Alcohol	0	0	1,462	0
05400 Publications and Memberships	320	500	262	500
05500 Training	825	4,575	1,445	8,575
<b>Total Expenses</b>	<b>902,155</b>	<b>1,047,507</b>	<b>979,669</b>	<b>1,183,944</b>

**Parks and Recreation  
Recreation Programs**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	3	0	0	0
1130 Consolidated Parks	261,094	476,264	348,168	566,194
1132 Jensen Beach Concession	-6,973	-8,250	-22,482	-3,250
34191 Overages	171	0	321	0
34192 Shortages	-105	0	-164	0
34720 Parks and Recreation Fees	438,750	438,000	477,202	438,000
36200 Rents and Royalties	13,483	14,000	3,935	14,000
36600 Contributions/Private Sources	24,230	2,000	0	2,000
36900 Other Miscellaneous Revenues	171,500	125,493	172,690	167,000
<b>Total Revenues</b>	<b>902,155</b>	<b>1,047,507</b>	<b>979,669</b>	<b>1,183,944</b>

**Accounts of Interest**

- 03400 - Annual contracts to cover athletic contractor revenue sharing and summer camp field trips.
- 03404 -Janitorial services for Sand Dune Café have been assumed by staff. Contracted services for cleaning of the floors/carpets at community centers.
- 03410 -Contracted staffing for Sand Dune Café. Contracted recreation aides for sports and camp programs. Increase due to historical actuals for Sand Dune Café as well as a market rate adjustment for contractual staffing.
- 05210 - Increase due to historical volumes of food purchased and sold at Sand Dune Café.
- 05500 - Increase to cover cost of Staff First Aid/CPR Training and FRPA Training.

**Significant Changes**

There are no significant program changes.

**Parks and Recreation  
Recreation Grants**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

No cost after school and summer programming throughout Martin County that include opportunities for recreation, education and health and wellness, as well as arts and culture programming being provided throughout all program locations. No cost teen events and programming opportunities are offered to middle school and high school students throughout the year.

**Goals and Objectives**

- Meet program grant requirements set forth by the CSC
- Provide effective customer service
- Ensure employees are adequately trained to successfully support Recreation Grant programs
- Ensure Efficiency, Transparency, Accountability, and Effectiveness

**Benchmarks**

- Agencies and organizations in Florida operating similar after school, summer and teen programming for program quality, legal requirements and participant satisfaction
- Commission for Accreditation of Park and Recreation Agencies (CAPRA) operational and programming standards
- State of Florida and National Recreation and Parks Association training standards

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Customer Satisfaction	%	92.00	95.00	95.00	95.00
Meet Measures Established by CSC	%	100.00	100.00	100.00	100.00
Positive Public Perception	%	93.50	95.00	95.00	95.00
Staff Hours of Continuing Education	#	20.00	35.00	20.00	30.00

**Outcomes**

- Produce 100 surveys and realize 95% customer satisfaction and 95% positive public perception regarding after school, summer and teen grant programming
- Staff will produce documentation of a minimum of 30 hours of continuing education resulting in a well-trained workforce
- Meeting measures established by CSC related to opportunities for recreation, education, health and wellness, as well as arts and culture programming to continue offering no cost after school, summer and teen programming to Martin County school-aged youth

**Staffing Summary**

Job Title	FY2019	FY2020
Recreation Coordinator	2	3
Recreation Supervisor		2
Teen Recreation Leader		1
Administrative Specialist II	.3	.3
Recreation Leader	4	1
<b>Total FTE</b>	<b>6.3</b>	<b>7.3</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation  
Recreation Grants**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	136,253	148,492	137,571	285,727
01501 Cell Phone Stipend	634	648	648	648
02101 FICA	12,286	14,167	12,701	17,715
02102 Medicare	2,873	3,314	2,970	4,144
02200 Retirement Contributions	16,891	18,872	18,256	24,202
02300 Life and Health Insurance	57,574	61,903	63,016	87,431
02600 Salary/Fringe Chargebacks	74,646	0	79,352	-93,897
03400 Other Contractual Services	115,567	13,415	129,432	13,415
03410 Other Contractual Svcs - Staffing	186,057	8,000	174,650	55,352
04612 Software Maintenance	0	0	280	0
04700 Printing and Binding	0	3,000	0	3,000
04800 Promotional Activities	0	5,900	0	5,900
04900 Other Current Charges	171	0	0	0
05100 Office Supplies	0	1,500	49	1,500
05195 Non-Capital Computer Equipment	0	0	22,482	0
05199 Other Non-Capital Equipment	0	0	338	0
05200 Operating Supplies	11,065	0	12,797	0
05208 Software Licenses	0	0	1,435	0
05500 Training	2,104	0	1,129	0
<b>Total Expenses</b>	<b>616,123</b>	<b>279,211</b>	<b>657,106</b>	<b>405,137</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1130 Consolidated Parks	225,874	279,211	263,745	405,137
139501 NRPA/Walmart Out of School Grant	0	0	387	0
139502 NRPA/Walmart Out of School FY16	9,162	0	1,991	0
33770 Local Grants/Culture-Recreation	381,087	0	390,983	0
<b>Total Revenues</b>	<b>616,123</b>	<b>279,211</b>	<b>657,106</b>	<b>405,137</b>

**Accounts of Interest**

02600 - Children Services Council funded salary chargebacks.

03400 - Transportation for grant programs and field trips \$13,415.

03410 - Contracted staffing for grant programs. Increase due to market rate adjustment for contractual staffing.

**Significant Changes**

Addition of a Teen Recreation Leader FTE conversion from contractual staffing that is partially funded by Children's Services Council grant funding.

**Parks and Recreation  
Cooperative Extension Services**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

Educational programs are offered in the following areas:

- Commercial Horticulture and Sustainable Agriculture
- Florida Yards and Neighborhoods (FYN)
- 4-H Youth Development
- Family Economic Stability, Nutrition and Health
- Master Gardener Certification Training
- Green Industry Best Management Practices Fertilizer Certification
- ServSafe Restaurant Managers Food Safety Certification
- Certification/License: Pesticide, Aquatic, General Standards, etc.

**Goals and Objectives**

- Implement a public education plan to target specific groups such as homeowners, residents, businesses, youth, commercial industry associations and community groups
- Provide landscape and gardening diagnostic services to residents by trained Master Gardener volunteers
- Build a core of trained volunteers to extend the reach of county Extension agents and programming
- Educate and certify business personnel to maintain levels of safety and environmental sustainability

**Benchmarks**

- UF/IFAS Master Gardener Certifications
- Department of Environmental Protection Certifications
- National Restaurant Association ServSafe Food Handler Certifications
- FL DACS Division of Agricultural Environmental Services Certifications

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Educational Contacts	#	56,148.00	100,000.00	100,000.00	100,000.00
Sharing New Knowledge	#	37,619.00	120,000.00	120,000.00	120,000.00
Customer Satisfaction	%	90.00	95.00	95.00	95.00
Volunteer Hours	#	10,068.00	20,000.00	20,000.00	20,000.00

**Outcomes**

- Education will be provided to residents through interactive workshops, home-study courses, traditional classroom teaching, web-based learning tools, newsletters and other methods with the emphasis on sustained action by learners, to give people the knowledge, skills and motivation to improve quality of life, business opportunity and profitability
- Master Gardeners will document residents served and problems addressed
- Donation of volunteer hours will be documented to show the monetary value of cost savings to the County and Extension
- Identify number of graduates within the various trainings who complete state examinations

**Staffing Summary**

Job Title	FY2019	FY2020
Administrative Specialist II	1	1
<b>Total FTE</b>	<b>1</b>	<b>1</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation  
Cooperative Extension Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	36,053	36,053	37,363	37,363
02101 FICA	1,942	2,235	2,118	2,317
02102 Medicare	454	523	495	542
02200 Retirement Contributions	2,888	2,978	3,107	3,165
02300 Life and Health Insurance	15,908	15,911	8,399	6,219
03400 Other Contractual Services	114,508	136,693	141,985	136,693
03404 Janitorial Services	3,164	3,000	567	3,000
03410 Other Contractual Svcs - Staffing	10,174	23,485	0	23,485
04000 Travel and Per Diem	0	0	14	0
04100 Communications	1,176	1,050	1,193	1,050
04200 Freight and Postage	0	0	0	0
04301 Electricity	5,210	5,537	5,631	5,537
04304 Garbage/Solid Waste Services	1,188	1,100	1,215	1,100
04401 Rentals and Leases/Pool Vehicles	0	165	30	165
04402 Rentals and Leases/Copier Leases	2,412	2,300	2,412	2,300
04600 Repairs and Maintenance	1,000	2,950	695	2,950
04610 Vehicle Repair and Maintenance	195	700	176	700
04611 Building Repair and Maintenance	1,010	6,300	133	6,300
04700 Printing and Binding	920	700	898	700
04900 Other Current Charges	12	0	12	0
04910 Fleet Replacement Charge	2,300	2,300	2,300	2,300
05100 Office Supplies	1,802	2,200	2,185	2,200
05200 Operating Supplies	743	1,300	800	1,300
05204 Fuel	483	700	804	700
<b>Total Expenses</b>	<b>203,543</b>	<b>248,180</b>	<b>212,532</b>	<b>240,086</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	180,113	248,180	212,532	240,086
33170 Federal Grants/Culture & Recreation	23,429	0	0	0
<b>Total Revenues</b>	<b>203,543</b>	<b>248,180</b>	<b>212,532</b>	<b>240,086</b>

**Accounts of Interest**

03400 - Florida Yards and Neighbors Contract with University of Florida  
 03404 - Janitorial costs for Cooperative Extension Office.  
 03410 - Contracted staffing for 4H program.

**Significant Changes**

There are no significant program changes.

**Parks and Recreation  
Phipps Park**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

Phipps Park Campground is a 60 acre conservation and recreational campground area located along the Okeechobee Waterway. Park amenities include boat ramp access, restrooms, laundry rooms and 66 scenic campsite views.

**Goals and Objectives**

- Monitor customer satisfaction through utilization of user surveys
- Implement an advertising and marketing plan to improve cost recovery efforts to become revenue neutral

**Benchmarks**

- Best practices management of South Bay and Johnathan Dickinson campgrounds
- Customer Satisfaction rating of 90% as benchmarked against Brevard County and Palm Beach County

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Customer Satisfaction - Phipps Park	%	90.00	90.00	93.20	90.00
Self-Sufficient Campground	\$	150,000.00	130,000.00	235,134.59	140,000.00

**Outcomes**

- Complete 100 annual surveys of park patrons with a 90% satisfaction rating
- Revenues will exceed all park expenses

**Staffing Summary**

Job Title	FY2019	FY2020
Marketing Coordinator	.1	
Park Supervisor	1	
Aquatics & Park Administrator	.1	.1
Administrative Specialist III	.1	.1
Marketing Manager	.1	.1
Campground Coordinator		1
Marketing & Group Sales Coordinator	.1	
Marketing & Sales Coordinator		.2
<b>Total FTE</b>	<b>1.5</b>	<b>1.5</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation  
Phipps Park**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	70,183	71,260	65,013	65,788
01501 Cell Phone Stipend	664	624	359	192
01504 Class C Meal Reimbursement	6	0	0	0
02101 FICA	4,228	4,419	3,813	4,079
02102 Medicare	989	1,032	892	953
02200 Retirement Contributions	5,623	5,886	5,408	5,572
02300 Life and Health Insurance	11,058	12,220	15,859	20,880
03400 Other Contractual Services	417	1,743	839	4,443
03404 Janitorial Services	1,415	5,000	2,835	5,000
03409 Mowing & Landscaping Services	0	0	20,415	22,000
03410 Other Contractual Svcs - Staffing	6,774	3,000	8,874	5,000
04002 Travel and Per Diem/Educational	0	0	272	0
04100 Communications	0	360	0	860
04104 Communications-Data/Wireless Svc	0	0	263	0
04200 Freight and Postage	565	25	0	25
04301 Electricity	8,622	11,000	12,998	11,000
04303 Water/Sewer Services	3,313	2,300	3,419	2,300
04304 Garbage/Solid Waste Services	3,593	1,700	3,486	4,000
04400 Rentals and Leases	35	0	0	0
04402 Rentals and Leases/Copier Leases	159	0	0	0
04600 Repairs and Maintenance	8,345	2,300	104	2,300
04610 Vehicle Repair and Maintenance	7	300	0	300
04611 Building Repair and Maintenance	1,258	3,500	1,049	3,500
04613 Maintenance Material	749	1,000	1,799	1,000
04700 Printing and Binding	79	1,500	0	1,500
04800 Promotional Activities	575	3,000	1,730	3,000
04900 Other Current Charges	408	250	395	250
05100 Office Supplies	418	500	239	500
05179 Other Equipment \$1000-\$4999.99	0	0	1,875	0
05199 Other Non-Capital Equipment	1,644	0	1,114	0
05200 Operating Supplies	1,770	1,300	1,055	2,000
05204 Fuel	619	900	356	900
09902 Budget Reserves/ Capital Outlay	0	0	0	34,800
<b>Total Expenses</b>	<b>133,516</b>	<b>135,119</b>	<b>154,461</b>	<b>202,142</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	-23,476	-8,181	-90,674	0
34720 Parks and Recreation Fees	152,901	140,000	242,632	198,842
34900 Other Charges for Services	2,185	1,500	1,903	1,500
36600 Contributions/Private Sources	40	0	0	0
36900 Other Miscellaneous Revenues	1,866	1,800	600	1,800
<b>Total Revenues</b>	<b>133,516</b>	<b>135,119</b>	<b>154,461</b>	<b>202,142</b>

**Parks and Recreation  
Phipps Park**

**Accounts of Interest**

- 03400 - Uniforms (\$500); pest control (\$200); permits (\$300) conversion from septic to sewer grinder stations for park restrooms (\$2,700) ;other contractual maintenance (\$743).
- 03404 - Restroom cleaning contract (\$5,000).
- 03409 - Increase in mowing and landscaping to improve park maintenance.
- 03410 - Contracted staffing for Phipps Park. Increase due to market rate adjustment for contractual staffing.
- 04304 - Increase due to increase in park usage.
- 09902 - Increase to create a capital maintenance reserve account for Phipps Park with surplus park fee revenues.

**Significant Changes**

There are no significant program changes.

**Parks and Recreation  
Sailfish Splash Waterpark/Pool**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

Sailfish Splash Waterpark and competitive pool will provide an exceptional lifeguard services program to safeguard the public for all offered aquatic activities. The facility will offer a comprehensive swim program, exciting waterpark attractions, full service concession operation, cabana rental program, gift store, various recreation swim activities and will host collegiate, high school and club swim team practices and swim meets. Notable events for 2019 include hosting the largest invitational high school swim meet in the state with over 1,500 participating swimmers and the Florida High School Athletic Association state swimming and diving championships.

**Goals and Objectives**

- Implement and monitor advertising, promotional and branding strategies to meet cost recovery goals
- Meet or exceed expectations for aquatic safety operational audits
- Monitor daily operating expenses and revenues to meet the cost recovery goals
- Meet or exceed a guest experience satisfaction rating of 95% or higher
- Offer quality based food and beverage products to the public for consumption, at a 90% rating or higher

**Benchmarks**

- World Waterpark Association operational guidelines
- Benchmark against other South Florida community waterparks operated by Miami Dade Parks and Recreation, Broward County Parks and Recreation Department and Palm Beach County Parks and Recreation Department
- Florida Restaurant Association food safety standard guideline
- Aquatic safety operational audit standard from Jeff Ellis and Associates
- Following swimming and diving meet guidelines as it relates to USA Swimming and Diving and the Florida High School Athletic Association

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Marketing/Advertising Program	\$	50,000.00	50,000.00	21,650.00	50,000.00
Internal Administrative Safety Audits	#	201.00	3.00	254.00	3.00
Cost Recovery	%	99.70	100.00	91.90	100.00
Guest Experience Surveys	%	120.50	95.00	94.50	95.00
Food and Beverage Surveys	%	113.00	90.00	87.30	90.00

**Outcomes**

- Marketing and advertising dollars will have a successful market penetration that will recoup its value through gate admissions on the recreation side of the facility
- Produce three Aquatic Safety audits with scores that meet or exceed the national average
- All per capita revenue will be monitored on a daily basis to gauge net operating gains or losses through advanced point of sale software
- Produce 100 annual guest experience surveys and obtain a result of 95% or higher
- Produce 100 food and beverage surveys and obtain a result of 90% or higher

**Parks and Recreation  
Sailfish Splash Waterpark/Pool**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Marketing Coordinator	.4	
Administrative Specialist III	.3	.3
Special Facilities - Gen Manager	1	
Special Facilities Manager	1	
Marketing & Group Sales Coordinator	.2	
Parks Services Specialist III	.2	
Aquatic Maintenance Supervisor		1
Parks Services Specialist IV	1	
Marketing & Sales Coordinator		.6
Senior Aquatics & Park Manager		1
Marketing Manager	.1	.1
Senior Parks Services Specialist		.2
Aquatics Manager		1
<b>Total FTE</b>	<b>4.2</b>	<b>4.2</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Parks and Recreation  
Sailfish Splash Waterpark/Pool**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	195,528	202,552	209,634	207,826
01300 Other Salaries	401,259	425,000	431,637	440,000
01400 Overtime	441	0	459	0
01501 Cell Phone Stipend	1,299	1,464	1,757	2,136
01504 Class C Meal Reimbursement	8	0	0	0
02101 FICA	36,581	12,558	39,313	39,235
02102 Medicare	8,556	2,937	9,194	9,177
02200 Retirement Contributions	18,715	16,731	20,543	17,603
02300 Life and Health Insurance	36,508	36,338	38,572	38,675
03400 Other Contractual Services	23,604	60,000	59,155	30,000
03404 Janitorial Services	2,186	0	1,811	10,000
03409 Mowing & Landscaping Services	30,238	35,000	43,423	35,000
03410 Other Contractual Svcs - Staffing	1,135	7,000	1,503	2,000
04000 Travel and Per Diem	15	0	159	0
04002 Travel and Per Diem/Educational	3,759	3,710	3,282	3,710
04104 Communications-Data/Wireless Svc	0	0	528	2,400
04200 Freight and Postage	2,208	2,500	2,148	2,500
04300 Utility Services	4,391	2,600	10,563	7,400
04301 Electricity	136,890	130,000	142,725	140,000
04303 Water/Sewer Services	15,413	21,000	14,420	17,500
04304 Garbage/Solid Waste Services	7,446	5,000	9,376	11,000
04400 Rentals and Leases	1,053	0	575	0
04401 Rentals and Leases/Pool Vehicles	120	100	0	100
04402 Rentals and Leases/Copier Leases	1,269	1,200	1,458	1,200
04500 Insurance	42,905	41,000	45,765	49,000
04600 Repairs and Maintenance	25,537	18,000	21,508	25,000
04611 Building Repair and Maintenance	10,378	10,000	16,420	10,000
04613 Maintenance Material	6,298	5,000	4,084	5,000
04700 Printing and Binding	817	5,500	729	5,500
04800 Promotional Activities	16,178	30,000	10,601	19,000
04900 Other Current Charges	17,427	4,800	18,512	18,000
05100 Office Supplies	1,247	1,300	1,630	1,300
05199 Other Non-Capital Equipment	0	13,000	472	0
05200 Operating Supplies	42,932	37,000	54,530	37,000
05201 Chemicals	81,951	75,000	83,000	80,000
05208 Software Licenses	96	540	259	540
05209 Landscape Materials	0	0	432	0
05210 Food	81,596	90,000	94,184	100,000
05211 Software Services	479	1,000	0	1,000
05213 Medical Supplies	828	1,000	296	1,000
05400 Publications and Memberships	1,511	1,500	1,701	1,500
05500 Training	5,906	15,000	3,031	6,000
06300 Improvements Other Than Buildings	0	0	44,821	0
<b>Total Expenses</b>	<b>1,264,708</b>	<b>1,315,330</b>	<b>1,444,209</b>	<b>1,377,302</b>

**Parks and Recreation  
Sailfish Splash Waterpark/Pool**

**Expenditures and Revenues (cont)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
1131 Sailfish Splash Waterpark	38,544	49,045	113,232	163,174
1552 Tourist Development	0	0	44,821	0
34191 Overages	60	0	661	0
34192 Shortages	-192	0	-606	0
34750 Special Rec Facilities Fees	799,991	792,497	892,251	795,772
36200 Rents and Royalties	130,726	118,000	105,171	118,000
36600 Contributions/Private Sources	0	15,000	0	0
36900 Other Miscellaneous Revenues	295,579	340,788	288,678	300,356
<b>Total Revenues</b>	<b>1,264,708</b>	<b>1,315,330</b>	<b>1,444,209</b>	<b>1,377,302</b>

**Accounts of Interest**

- 01300 - Increase due to market rate adjustment for seasonal staffing.
- 03400 - Background checks for employees (\$5,400); pest control services (\$1,860); swim instructors (\$11,200); marketing services (\$2,340); credit card processing fees (\$4,100); security system maintenance (\$3,000); UV maintenance (\$2,100);
- 03404 - Janitorial service vendor contracting costs for the waterpark.
- 03409 - Mowing and landscaping contracts for the waterpark.
- 03410 - Contracted staffing for the waterpark.
- 04104 - Increase for communications data services for the waterpark.
- 04300 - Increase to align budget with actuals.
- 04301 - Increase to align budget with actuals.
- 04303 - Reduction due to actual water/sewer usage.
- 04800 - Decrease due to majority of promotional activity being accomplished through social media.
- 04900 - Increase due to various licensing and inspection requirements.
- 05211 - Website services for Sailfish Splash Waterpark.
- 05500 - Decrease to align budget with actuals.

**Significant Changes**

Sailfish Splash Waterpark is receiving an allocation from the General Fund of approximately \$198k for operating costs due to projected revenues and expenses.

**Parks and Recreation  
Golf Course Operations**

**Mission Statement**

In partnership with Martin County residents, the Parks and Recreation Department cultivates programs, parks and services that improve quality of life, preserve natural resources and satisfy the community needs for recreation, fitness and leisure.

**Services Provided**

The Martin County Golf Course is the only public golf course located in Martin County and consists of 36 holes with both 9-hole walk/ride and 18-hole walk/ride experiences. Other services include professional golf lessons, pro-shop sales, driving range, food & beverages and tournaments open to the public.

**Goals and Objectives**

- Implement and monitor advertising, promotional and branding strategies to meet cost recovery goals
- Monitor daily operating expenses and revenue to meet the cost recovery goals
- Meet or exceed a guest experience satisfaction ratings of 95% or higher
- Offer quality based food and beverage products to the public for consumption, at a 90% rating or higher

**Benchmarks**

National Golf Foundation and PGA of America

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Guest Experience Surveys	%	95.00	95.00	95.00	95.00
Marketing/Advertising Program	\$	5,000.00	20,000.00	9,500.00	20,000.00
Cost Recovery	%	66.00	100.00	70.00	100.00
Food and Beverage Surveys	%	90.00	90.00	N/A	90.00

**Outcomes**

- Marketing and advertising dollars will have a successful market penetration that will recoup its value through user fees
- All golf revenue will be monitored on a daily basis to gauge net operating gains or losses through advanced point of sale software
- Produce 100 annual guest experience surveys and obtain a result of 95% or higher
- Produce 100 food and beverage surveys and obtain a result of 90% or higher

**Staffing Summary**

Job Title	FY2019	FY2020
Marketing Coordinator	.4	
Special Facilities Manager	1	
Administrative Specialist III	.2	.2
Parks Services Specialist IV	.1	
Marketing & Sales Coordinator		.7
Lead Parks Services Specialist		.1
Marketing & Group Sales Coordinator	.3	
Golf Course Manager		1
Senior Golf Course Manager		1
Marketing Manager	.1	.1
General Manager	1	
<b>Total FTE</b>	<b>3.1</b>	<b>3.1</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Golf Course Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	168,350	168,832	141,808	177,293
01400 Overtime	33	0	26	0
01501 Cell Phone Stipend	830	672	591	384
01504 Class C Meal Reimbursement	11	0	0	0
02101 FICA	9,570	10,468	8,451	10,993
02102 Medicare	2,238	2,448	1,977	2,571
02200 Retirement Contributions	13,190	13,946	12,017	15,016
02201 Pension Expense Npl Adjust	20,289	0	0	0
02300 Life and Health Insurance	42,608	47,417	31,894	43,474
02610 Other Postemployment Benefits	-1,708	0	0	0
03400 Other Contractual Services	57,414	35,000	58,604	35,000
03409 Mowing & Landscaping Services	1,117,182	1,096,400	1,096,404	1,096,400
03410 Other Contractual Svcs - Staffing	297,146	325,000	264,162	325,000
04002 Travel and Per Diem/Educational	0	3,000	1,512	3,000
04100 Communications	2,413	3,000	584	3,000
04104 Communications-Data/Wireless Svc	386	0	433	0
04200 Freight and Postage	410	300	276	300
04300 Utility Services	12,846	10,000	12,934	10,000
04301 Electricity	49,493	55,000	47,754	55,000
04303 Water/Sewer Services	0	8,200	0	8,200
04304 Garbage/Solid Waste Services	4,751	5,000	4,859	5,000
04400 Rentals and Leases	1,123	9,000	0	9,000
04402 Rentals and Leases/Copier Leases	1,579	4,000	1,336	4,000
04500 Insurance	855	0	855	0
04600 Repairs and Maintenance	16,224	10,000	7,441	10,000
04610 Vehicle Repair and Maintenance	8,786	2,500	224	2,500
04611 Building Repair and Maintenance	5,898	14,000	2,460	14,000
04613 Maintenance Material	8,041	0	1,422	0
04614 Hardware Maintenance	1,419	0	1,419	0
04700 Printing and Binding	2,999	5,000	1,507	5,000
04800 Promotional Activities	4,679	20,000	9,335	20,000
04900 Other Current Charges	1,427	10,000	6,625	10,000
04910 Fleet Replacement Charge	2,500	2,500	2,500	2,500
05100 Office Supplies	911	3,000	347	3,000
05179 Other Equipment \$1000-\$4999.99	1,125	0	0	0
05199 Other Non-Capital Equipment	1,932	0	0	0
05200 Operating Supplies	12,196	14,000	6,046	14,000
05201 Chemicals	54,713	0	0	0
05208 Software Licenses	96	4,700	145	4,700
05210 Food	13,059	15,000	14,497	15,000
05211 Software Services	0	0	500	0
05213 Medical Supplies	98	500	0	500
05220 Cost of Goods Sold - Alcohol	8,353	0	7,344	0
05400 Publications and Memberships	492	2,500	262	2,500
05500 Training	900	3,000	1,238	3,000
05900 Depreciation	118,479	0	0	0
<b>Total Expenses</b>	<b>2,065,337</b>	<b>1,904,383</b>	<b>1,749,787</b>	<b>1,910,331</b>



**Parks and Recreation  
Golf Course Operations**

**Expenditures and Revenues (cont)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
4501 Martin County Golf Course	803,302	503,383	579,871	666,331
34191 Overages	282	0	266	0
34192 Shortages	-85	0	-209	0
34720 Parks and Recreation Fees	249,499	122,000	68,552	220,000
34750 Special Rec Facilities Fees	965,295	1,245,000	1,060,795	1,000,000
34751 Special Rec Facilities Bev Rev	23,088	0	20,874	0
36600 Contributions/Private Sources	400	0	0	0
36900 Other Miscellaneous Revenues	23,555	34,000	19,639	24,000
<b>Total Revenues</b>	<b>2,065,337</b>	<b>1,904,383</b>	<b>1,749,787</b>	<b>1,910,331</b>

**Accounts of Interest**

- 03400 - Contractual services provided by Don Law Golf for pro-shop sales and instructional lessons (\$20,000), Irrigation pump maintenance and curfew application (\$15,000).
- 03409 - Mowing and Landscaping services for the Martin County Golf Course.
- 03410 - Contractual staffing for the Martin County Golf Course.

**Significant Changes**

The Martin County Golf Course is receiving an allocation from the General Fund of approximately \$674k for operating costs.

**Public Works**

<b>Public Works Program Chart</b> Total Full-Time Equivalents (FTE) = 161.00
---

<b>Public Works Administration</b> Total Full Time Equivalents (FTE) = 4
<b>Traffic Engineering</b> Total Full Time Equivalents (FTE) = 18
<b>Transportation Planning (MPO)</b> Total Full Time Equivalents (FTE) = 5
<b>Transit</b> Total Full Time Equivalents (FTE) = 7
<b>Surveying</b> Total Full Time Equivalents (FTE) = 8.5
<b>Capital Projects</b> Total Full Time Equivalents (FTE) = 14
<b>Ecosystem Restoration &amp; Management</b> Total Full Time Equivalents (FTE) = 6
<b>Development Review</b> Total Full Time Equivalents (FTE) = 12
<b>Stormwater Maintenance Program</b> Total Full Time Equivalents (FTE) = 17
<b>Field Operations</b> Total Full Time Equivalents (FTE) = 49
<b>Mosquito Control</b> Total Full Time Equivalents (FTE) = 13
<b>Coastal Management</b> Total Full Time Equivalents (FTE) = 3
<b>Real Property</b> Total Full Time Equivalents (FTE) = 4.5

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	151.00	156.00	161.00	5.00	3 %
<b>Total Budget Dollars</b>	17,812,508	17,255,127	18,406,601	1,151,474	6.67 %

## Public Works

### Introduction

The Public Works Department plans, designs, constructs, operates and maintains infrastructure for transportation, drainage, stormwater quality, beaches, conservation lands, and public works facilities. The Department also reviews permits and inspects private and public projects to ensure compliance with regulations; manages real property interests, transit services, environmentally sensitive lands, coastal resources, mosquito control services and responds to natural emergencies on behalf of the County.

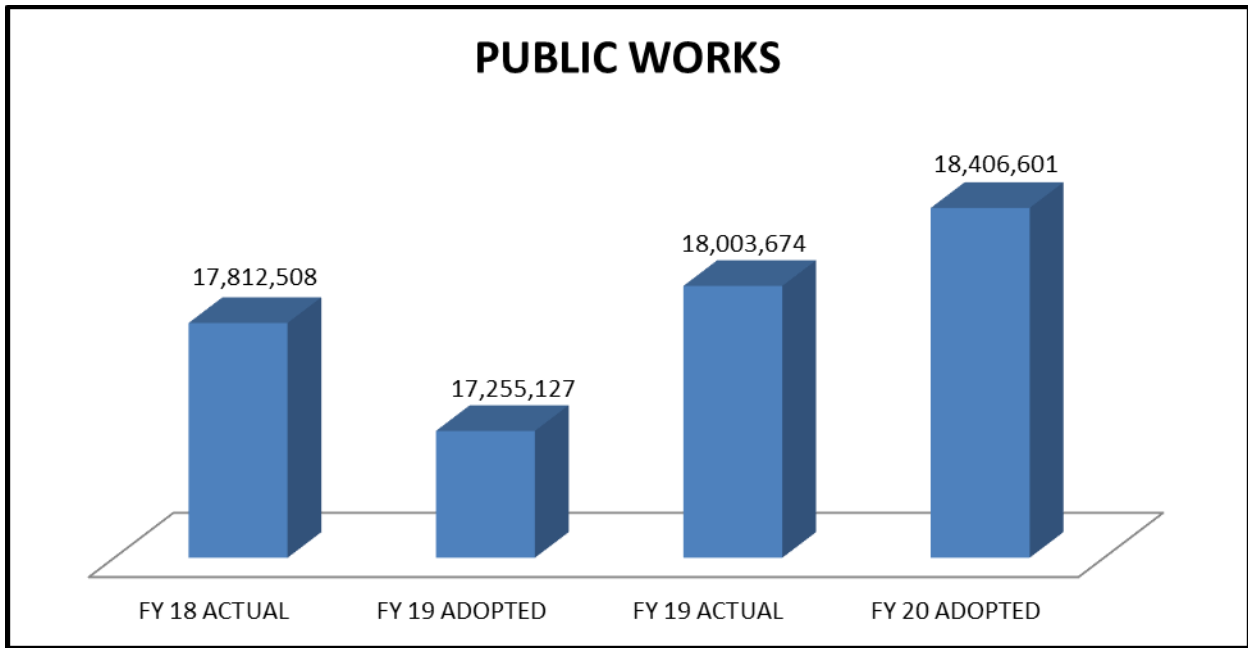
### Key Issues and Trends

- Improve processes, staff productivity and customer service
- Leverage technology to collect data in the field and streamline operations
- Increase cross utilization of department resources across divisions
- Establish stable and dedicated funding source to meet stormwater service needs
- Participate in planning and implementation of asset management software
- Continued implementation of Accela to facilitate issuance of permits
- Address issues associated with global warming and sea level rise
- Continue to review impacts of proposed high-speed passenger rail service
- Address problems related to discharges from Lake Okeechobee
- Advocate for Everglades restoration
- Implement the St. Lucie Inlet Management Plan
- Coordinate neighborhood restoration projects with septic to sewer conversions
- Prioritize resurfacing and drainage rehabilitation

**Public Works**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Public Works Administration	376,061	442,499	443,669	458,905
Traffic Engineering	2,507,181	2,533,294	2,419,668	2,510,979
Transportation Planning (MPO)	528,418	407,759	711,688	445,381
Transit	2,544,331	1,106,322	2,288,526	1,389,764
Surveying	665,130	779,767	656,157	736,904
Capital Projects	880,298	759,635	609,687	778,985
Ecosystem Restoration & Management	842,966	896,382	808,391	818,584
Development Review	679,931	806,573	818,987	946,475
Stormwater Maintenance Program	2,412,332	2,569,963	2,417,937	2,871,935
Field Operations	4,312,245	4,920,151	4,522,926	5,230,168
Mosquito Control	1,407,971	1,324,603	1,633,420	1,438,780
Coastal Management	232,151	290,082	280,206	368,015
Real Property	423,496	418,098	392,414	411,726
<b>Total Expenses</b>	<b>17,812,508</b>	<b>17,255,127</b>	<b>18,003,674</b>	<b>18,406,601</b>



**Public Works**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	6,398,080	7,117,310	6,727,904	7,421,884
01202 PTO Payout	984	0	0	0
01203 Standby Pay	42,595	33,290	45,127	35,590
01400 Overtime	57,057	58,900	50,215	64,900
01501 Cell Phone Stipend	33,712	34,220	35,076	33,840
01504 Class C Meal Reimbursement	1,460	0	1,282	0
02101 FICA	382,554	446,009	399,408	465,413
02102 Medicare	89,538	104,540	93,661	109,078
02200 Retirement Contributions	541,680	605,519	586,809	654,487
02300 Life and Health Insurance	1,450,433	1,681,937	1,525,805	1,759,098
02600 Salary/Fringe Chargebacks	0	0	-2,618	0
03100 Professional Services	432,826	479,368	618,641	504,753
03101 Professional Services - IT	5,005	0	88,375	0
03200 Accounting and Auditing	7,000	0	5,950	0
03400 Other Contractual Services	2,663,501	1,874,810	2,572,900	2,165,638
03404 Janitorial Services	5,377	13,380	4,890	6,850
03405 IT Services	13,822	0	0	0
03409 Mowing & Landscaping Services	920,485	961,207	975,280	1,045,772
03410 Other Contractual Svcs - Staffing	232,680	256,316	210,139	249,102
03412 IT Hosting Service	11,030	0	28,998	10,920
03422 Oth Contr Svcs-Maintenance	0	0	0	141,000
03423 Oth Contr Svcs-Roads/Street Svcs	0	0	0	46,000
04000 Travel and Per Diem	8,795	20,175	9,489	27,775
04001 Travel and Per Diem/Mandatory	2,586	8,940	2,803	10,107
04002 Travel and Per Diem/Educational	21,217	21,387	33,314	21,637
04100 Communications	15,592	15,366	14,535	12,066
04101 Communications- Cell Phones	995	1,475	1,080	1,200
04102 Communications- Two Way Radios	27	0	0	0
04104 Communications-Data/Wireless Svcs	15,684	12,690	18,921	34,460
04200 Freight and Postage	9,078	5,950	11,039	5,950
04300 Utility Services	96	100	254	0
04301 Electricity	40,814	41,270	41,777	42,670
04302 Streetlights	703,939	782,300	630,058	732,960
04303 Water/Sewer Services	94,477	95,620	108,375	104,420
04304 Garbage/Solid Waste Services	72,092	44,525	74,065	44,525
04305 Traffic Signals	31,323	32,400	31,389	32,400
04400 Rentals and Leases	133,835	16,320	133,057	16,320
04401 Rentals and Leases/Pool Vehicles	7,545	5,850	11,940	5,950
04402 Rentals and Leases/Copier Leases	8,630	8,511	10,634	9,393
04600 Repairs and Maintenance	398,235	452,450	335,515	421,909
04610 Vehicle Repair and Maintenance	543,121	449,622	605,140	452,022
04611 Building Repair and Maintenance	3,714	10,750	5,483	10,750
04612 Software Maintenance	873	0	12,006	54,927
04613 Maintenance Material	239	0	0	0
04614 Hardware Maintenance	772	0	0	0
04700 Printing and Binding	21,278	14,330	21,383	16,830
04800 Promotional Activities	167	300	1,806	300
04900 Other Current Charges	26,805	12,665	12,161	12,390
04910 Fleet Replacement Charge	176,453	202,728	201,228	203,474
05100 Office Supplies	9,637	14,563	9,092	14,263
05175 Computer Equipment \$1,000-\$4999.99	5,740	1,900	4,726	1,900

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works**

**Expenditures and Revenues (cont)**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05179 Other Equipment \$1000-\$4999.99	39,117	3,298	23,951	3,298
05195 Non-Capital Computer Equipment	15,472	0	6,033	0
05199 Other Non-Capital Equipment	48,576	18,690	61,496	18,690
05200 Operating Supplies	97,468	153,979	121,515	162,144
05201 Chemicals	359,750	232,351	596,533	232,351
05204 Fuel	335,704	357,951	324,802	363,966
05207 Computer Supplies	4,046	6,080	2,225	6,080
05208 Software Licenses	4,730	1,480	52,592	1,480
05210 Food	0	125	0	125
05211 Software Services	8,017	0	1,438	0
05300 Road Materials and Supplies	291,293	345,224	290,234	383,230
05400 Publications and Memberships	12,254	18,255	15,232	19,895
05402 Publications/Subscriptions	144	2,884	1,004	2,884
05500 Training	47,968	59,806	36,700	63,524
06100 Land	5,000	0	0	0
06300 Improvements Other Than Buildings	130,041	0	4,567	0
06400 Furniture and Equipment	84,469	61,000	69,409	61,000
06402 Vehicles /Rolling Stock/Equip>\$30k	427,395	0	0	0
06410 Vehicles - Fleet Maintenance	202,476	0	23,431	24,000
08200 Aid To Private Organizations	55,011	55,011	63,404	59,011
<b>Total Expenses</b>	<b>17,812,508</b>	<b>17,255,127</b>	<b>18,003,674</b>	<b>18,406,601</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	2,278,485	2,955,302	2,960,028	3,095,162
1110 Unincorporated MSTU	192,962	372,529	280,667	477,922
1121 Hutchinson Island MSTU	35,450	15,600	11,622	15,600
1137 Community Broadband Network	26,552	26,800	21,486	21,986
1140 Stormwater MSTU	3,183,062	3,413,605	3,127,931	3,764,131
1150 Countywide Road Maintenance MSTU	1,447,279	1,760,741	1,479,098	1,904,262
128102 FTA Section 5303/5305	0	66,292	0	67,903
128305 MPO FY19 and FY20 - FHWA Funds	0	287,411	0	319,022
3102 Other County Capital Projects	263,800	330,486	267,602	341,473
3201 Beaches	221,701	290,082	280,206	368,015
3301 Road Projects	6,470,678	6,703,208	6,233,873	6,959,559
32900 Other Permits and Fees	48,674	60,000	49,502	80,000
33110 Federal Grants/General Government	454,952	0	620,371	0
33142 Federal Grants/Mass Transit	1,139,277	26,872	565,544	26,948
33410 State Grants/General Government	12,467	0	4,487	0
33442 State Grants/Mass Transit	607,728	0	853,303	0
33469 State Grants/Other Human Services	52,567	0	41,645	0
33740 Local Grants/Transportation	8,180	0	0	0
33790 Local Grants/Other Grants	5,315	0	17,414	0
34490 Other Transportation Fees	653,506	658,945	672,812	677,364
34900 Other Charges For Services	313,935	210,000	313,853	210,000
36100 Interest Earnings	220	0	79	0
36200 Rents and Royalties	16	19,512	19	19,512
36400 Disposition of Fixed Assets	0	0	54,150	0
36500 Sale of Surplus Materials	0	0	6,926	0
36600 Contributions/Private Sources	0	27,742	0	27,742
36900 Other Miscellaneous Revenues	373,016	0	60,000	0
36910 Insurance Proceeds/Refunds	1,763	30,000	63,351	30,000
813301 Transfer From Fund 3301	20,924	0	17,705	0
<b>Total Revenues</b>	<b>17,812,508</b>	<b>17,255,127</b>	<b>18,003,674</b>	<b>18,406,601</b>

**Public Works  
Public Works Administration**

**Mission Statement**

To provide, through managerial direction, technical expertise, and coordination with other departments, an environment that facilitates innovative solutions that are responsive to our residents, cost effective, and preserve a high quality of life for future generations.

**Services Provided**

Administration manages daily operations; coordinates inter and intra-governmental activities with the Board of County Commissioners, regulatory agencies and the public; updates and monitors specific departmental operating policies and procedures; and oversees programs by establishing work priorities based on Strategic Goals adopted by the Board of County Commissioners.

**Goals and Objectives**

- Provide leadership, strategic planning and fiscal stewardship for the Department.
- Ensure proper interdepartmental liaison activities are performed in accordance with established legal requirements as well as County policies and procedures.
- Provide accurate information in a timely manner to the public, developers and engineers regarding the County's infrastructure.
- Foster a culture of continuing education to ensure that staff has the appropriate expertise to provide cost effective solutions using both traditional and innovative technologies.

**Benchmarks**

- Respond to Requests for Information in a timely manner
- Reduce infrastructure maintenance backlog and level of service deficiencies
- Increased training and development

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Staff Development Training	%	100.00	95.00	100.00	100.00
Employee Safety Training	%	100.00	98.00	100.00	100.00
Resolved RFS	%	96.75	95.00	92.00	95.00
Public Records Requests	%	100.00	85.00	100.00	100.00

**Outcomes**

Improved departmental processes and a well-trained staff to ensure better customer service and a positive impact to the community.

**Staffing Summary**

Job Title	FY2019	FY2020
Associate Project Specialist - Administration	1	
Deputy Public Works Director	1	1
Executive Aide	1	1
Public Works Director	1	1
Administrative Coordinator		1
<b>Total FTE</b>	<b>4</b>	<b>4</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Public Works Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	290,815	331,201	341,917	343,412
01501 Cell Phone Stipend	480	480	480	480
01504 Class C Meal Reimbursement	15	0	58	0
02101 FICA	17,440	19,555	19,726	20,323
02102 Medicare	4,149	4,804	4,865	4,978
02200 Retirement Contributions	31,203	35,678	37,151	38,163
02300 Life and Health Insurance	21,941	28,476	28,045	28,464
04000 Travel and Per Diem	382	3,170	22	3,170
04001 Travel and Per Diem/Mandatory	0	250	0	250
04002 Travel and Per Diem/Educational	494	900	1,691	900
04200 Freight and Postage	-9	100	9	100
04401 Rentals and Leases/Pool Vehicles	0	90	0	90
04402 Rentals and Leases/Copier Leases	3,753	3,820	4,362	4,600
04600 Repairs and Maintenance	0	100	0	100
04700 Printing and Binding	606	700	1,021	700
04900 Other Current Charges	85	0	241	0
05100 Office Supplies	597	900	645	900
05199 Other Non-Capital Equipment	0	300	0	300
05200 Operating Supplies	0	300	0	300
05207 Computer Supplies	263	1,300	76	1,300
05208 Software Licenses	153	0	0	0
05400 Publications and Memberships	1,715	4,085	2,199	4,085
05500 Training	1,978	6,290	1,162	6,290
<b>Total Expenses</b>	<b>376,061</b>	<b>442,499</b>	<b>443,669</b>	<b>458,905</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1140 Stormwater MSTU	0	93,811	96,419	96,800
1150 Countywide Road Maintenance MSTU	0	93,811	96,419	96,800
3301 Road Projects	376,061	254,876	190,831	265,305
36900 Other Miscellaneous Revenues	0	0	60,000	0
<b>Total Revenues</b>	<b>376,061</b>	<b>442,499</b>	<b>443,669</b>	<b>458,905</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Public Works  
Traffic Engineering**

**Mission Statement**

To provide the traveling public the orderly, safe, efficient, and convenient movement of motorized and non-motorized traffic by maintaining an appropriate balance between well-organized operations and safety along the roadway network of Martin County.

**Services Provided**

- Operation and maintenance of all traffic signals, pedestrian signals, flashing signals, school zone and other warning flashers, and illuminated street name signs throughout Martin County in accordance with the standards imposed by the International Municipal Signal Association (IMSA) and the Florida Department of Transportation (FDOT).
- Operation and maintenance of the Advanced Traffic Management System (ATMS), which is the network of video data collection and fiber optic communication used to monitor traffic flows, troubleshoot malfunctions, and remotely adjust traffic signal timing.
- Operation and maintenance of streetlights on County and State roadways.
- Maintenance of all regulatory, warning, guide, and informational signs along County roadways.
- Collection of vehicular traffic volumes along the non-local roadway network throughout the County, which is used to produce the annual Roadway Level of Service and Inventory Report and the Annual Transportation Concurrency Management Report. Respectively, these reports provide characteristics, historic volumes and available capacity of the roadways and the roadways that are most likely to carry volumes that exceed their capacity in the short and long term.
- Maintenance of a database populated with crash reports on the roadway network of Martin County and evaluation of the crash data to identify safety improvement projects.
- Speed studies to substantiate speed limit reductions or increases or other special requests.
- Design and permitting oversight of intersection improvements and traffic signal installation, replacement, and modifications.
- Prompt response and feedback to inquiries from the public, elected officials, and the media regarding the operation of the traffic signals, the maintenance of traffic control signs, traffic volumes, traffic concurrency, sight obstructions, crash reports, etc.

**Goals and Objectives**

- Respond and repair malfunctioning traffic signals within 3 hours of notification
- Respond and repair downed STOP signs within 3 hours of notification
- Produce the annual Roadway Level of Service and Inventory Report by April 1
- Continue upgrading the crash report database to automate data entry and reporting
- Respond to Service Requests in the applicable timeframe

**Benchmarks**

The Institute of Transportation Engineers' (ITE's) maintenance standard is 31 traffic signals per technician; our technicians have over 50 traffic signals plus 585 streetlights to maintain.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Traffic Signal / Streetlight Restoration	%	99.00	99.00	99.00	99.00
Traffic - Services Completed	%	99.00	99.00	99.00	99.00
Traffic - Sign Restoration	%	100.00	99.00	100.00	99.00

**Outcomes**

Meet established goal of providing an inventory of all traffic control devices on the roadway network for utilization with the Governmental Accounting Standards Board - Statement No. 34 (GASB 34), and the County's Asset Management System.

**Public Works  
Traffic Engineering**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Traffic Signal Technician	4	4
Traffic Analyses Manager		1
Project Manager	1	
Street Light Technician	2	2
Traffic Sign Supervisor		1
Utility Line Locator	1	1
Project Manager - Traffic Admin	1	
Traffic Asset Specialist		1
County Engineer	1	1
Traffic Signal & Light Supervisor		2
Project Manager - Traffic	1	
Traffic Operations Supervisor	1	
Traffic Operations Manager		1
Traffic Sign Technician		2
Administrative Specialist III	1	1
Senior Project Manager-Traffic	1	
Maintenance Activities Coordinator	2	
Traffic Operations Technician	2	
Traffic Data Specialist		1
<b>Total FTE</b>	<b>18</b>	<b>18</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Traffic Engineering**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	852,393	862,366	884,108	886,425
01203 Standby Pay	25,410	21,990	25,095	21,990
01400 Overtime	13,213	21,600	14,004	21,600
01501 Cell Phone Stipend	7,510	7,680	7,578	7,680
01504 Class C Meal Reimbursement	76	0	140	0
02101 FICA	52,081	56,167	53,989	57,660
02102 Medicare	12,180	13,137	12,626	13,487
02200 Retirement Contributions	71,395	74,832	76,789	78,774
02300 Life and Health Insurance	232,377	247,705	228,255	228,216
03100 Professional Services	0	5,000	0	5,000
03101 Professional Services - IT	4,160	0	0	0
03400 Other Contractual Services	39,844	21,000	64,384	0
03404 Janitorial Services	1,200	1,200	1,200	1,200
03422 Other Contr Svcs-Maintenance	0	0	0	21,000
04000 Travel and Per Diem	0	0	101	0
04001 Travel and Per Diem/Mandatory	1,966	4,020	2,603	4,020
04002 Travel and Per Diem/Educational	149	836	543	836
04100 Communications	13,641	13,200	14,380	10,380
04101 Communications- Cell Phones	47	0	80	0
04104 Communications-Data/Wireless Svcs	2,871	0	3,769	3,600
04200 Freight and Postage	1,685	1,100	1,906	1,100
04300 Utility Services	96	0	254	0
04301 Electricity	4,226	4,500	4,336	4,500
04302 Streetlights	703,939	782,300	630,058	732,960
04303 Water/Sewer Services	457	540	448	540
04305 Traffic Signals	31,323	32,400	31,389	32,400
04600 Repairs and Maintenance	222,781	196,187	179,471	174,296
04610 Vehicle Repair and Maintenance	24,957	31,200	38,084	31,200
04611 Building Repair and Maintenance	6	0	931	0
04700 Printing and Binding	501	300	353	300
04900 Other Current Charges	88	500	213	500
04910 Fleet Replacement Charge	20,593	21,425	21,425	20,300
05100 Office Supplies	1,647	700	607	700
05179 Other Equipment \$1000-\$4999.99	0	0	2,495	0
05195 Non-Capital Computer Equipment	0	0	1,200	0
05199 Other Non-Capital Equipment	6,000	400	2,997	400
05200 Operating Supplies	8,835	7,600	10,563	8,500
05204 Fuel	34,935	40,700	34,453	40,700
05207 Computer Supplies	240	1,150	0	1,150
05208 Software Licenses	4,069	600	56	600
05300 Road Materials and Supplies	52,725	52,894	62,674	90,900
05400 Publications and Memberships	2,051	2,385	1,359	2,385
05402 Publications/Subscriptions	0	430	0	430
05500 Training	4,364	5,250	4,750	5,250
06300 Improvements Other Than Buildings	51,150	0	0	0
<b>Total Expenses</b>	<b>2,507,181</b>	<b>2,533,294</b>	<b>2,419,668</b>	<b>2,510,979</b>

**Public Works  
Traffic Engineering**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1137 Community Broadband Network	26,552	26,800	21,486	21,986
1150 Countywide Road Maintenance MSTU	556,955	621,000	493,957	576,000
3301 Road Projects	1,268,405	1,168,807	1,168,508	1,177,887
34490 Other Transportation Fees	653,506	658,945	672,812	677,364
36600 Contributions/Private Sources	0	27,742	0	27,742
36910 Insurance Proceeds/Refunds	1,763	30,000	62,905	30,000
<b>Total Revenues</b>	<b>2,507,181</b>	<b>2,533,294</b>	<b>2,419,668</b>	<b>2,510,979</b>

**Accounts of Interest**

- 03100 - Professional services associated with maintenance of traffic-related assets.
- 03422 - \$21,000 Moved from Other Contractual Services (03400) for emergency repairs of streetlights and traffic signals and for maintenance and repairs to traffic monitoring stations.
- 04104 - \$2,820 Moved from account line #04100, and \$780 additional cost and for data plan and traffic signal communication.
- 04910 - Decrease based on replacement cost estimates.
- 05200 - Increase to reflect actual expenditures.
- 05300 - \$4,340 Moved from account line #04302, \$21,891 moved from account line #04600, and \$11,775 additional cost. Traffic signs are being purchased rather than in-house manufacturing for better use of staff resources.

**Significant Changes**

There are no significant program changes.

**Public Works  
Transportation Planning (MPO)**

**Mission Statement**

To collaboratively plan, prioritize and fund the development of a multimodal transportation system that moves people and goods safely and efficiently while engaging the public and fostering effective partnerships within the policy framework of the Metropolitan Planning Organization (MPO), in accordance with federal and state requirements.

**Services Provided**

The MPO decides how federal and state funds available for transportation improvements in Martin County will be spent in the FDOT Work Program through a continuing, cooperative and comprehensive process. Planning tasks include mobility management, bicycle and pedestrian planning, regional coordination, data analysis, plans review, demographic research and public involvement processes and updates.

**Goals and Objectives**

- Coordinate transportation planning activities through community groups and advisory committees, cities, Martin County, neighboring MPOs, Treasure Coast Regional Planning Council, FDOT, FHWA, FTA and the MPO Policy Board via regularly scheduled and special meetings
- Provide opportunities for public participation in the transportation planning process through the MPO Public Involvement Plan
- Provide timely review and prioritization of transportation projects
- Ensure that planning undertaken with FHWA Metropolitan Planning (PL) funding meets all applicable State & Federal guidelines by performing tasks in accordance with grant requirements (see performance measure)

**Benchmarks**

- Participate in planning activities that further key transportation improvements projects that address mobility deficiencies throughout the area
- Participate in public involvement processes in the development of plans, and selection and design of projects to be funded
- Implementation of the Martin MPO 2040 Long Range Transportation Plan
- Support Transportation Demand Management Programs

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Timely Submission of Progress Reports	%	100.00	100.00	100.00	100.00
MPO - Certifications Received	%	100.00	100.00	100.00	100.00
MPO - Timely Completion TIP; UPWP	%	100.00	100.00	100.00	100.00

**Outcomes**

Transportation facilities and services that meet the goals, objectives and policies of the Martin County Comprehensive Growth Plan, regional and local governments' plans, Martin MPO 2040 Long Range Transportation Plan and local, state and federal rules, regulations and guidelines.

**Public Works  
Transportation Planning (MPO)**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Senior Planner	1	1
Associate Planner		1
MPO Administrator	1	1
Administrative Specialist III	1	1
Planner	1	1
Senior Associate Planner	1	
<b>Total FTE</b>	<b>5</b>	<b>5</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Transportation Planning (MPO)**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	233,816	267,122	279,917	273,154
01202 PTO Payout	984	0	0	0
01504 Class C Meal Reimbursement	202	0	116	0
02101 FICA	13,889	16,562	16,334	16,935
02102 Medicare	3,248	3,874	3,820	3,962
02200 Retirement Contributions	18,829	22,064	22,929	23,137
02300 Life and Health Insurance	47,713	44,081	68,579	69,737
02600 Salary/Fringe Chargebacks	0	0	-2,618	0
03100 Professional Services	97,807	7,500	223,181	7,900
03400 Other Contractual Services	6,172	0	75	0
03405 IT Services	3,822	0	0	0
03410 Other Contractual Svcs - Staffing	2,390	0	0	0
03412 IT Hosting Service	10,820	0	18,598	0
04000 Travel and Per Diem	2,072	920	3,315	920
04002 Travel and Per Diem/Educational	6,872	0	3,416	0
04100 Communications	1,191	0	0	0
04200 Freight and Postage	209	0	228	0
04401 Rentals and Leases/Pool Vehicles	3,895	0	7,890	0
04402 Rentals and Leases/Copier Leases	1,328	0	2,531	0
04612 Software Maintenance	42	0	0	0
04700 Printing and Binding	1,114	0	1,393	0
04900 Other Current Charges	3,278	0	2,638	0
05100 Office Supplies	960	0	545	0
05195 Non-Capital Computer Equipment	701	0	1,415	0
05199 Other Non-Capital Equipment	18,031	0	1,163	0
05200 Operating Supplies	60	0	36	0
05208 Software Licenses	379	0	0	0
05210 Food	0	125	0	125
05400 Publications and Memberships	0	500	75	500
05500 Training	3,583	0	2,710	0
08200 Aid to Private Organizations	45,011	45,011	53,404	49,011
<b>Total Expenses</b>	<b>528,418</b>	<b>407,759</b>	<b>711,688</b>	<b>445,381</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	45,011	45,011	53,404	49,011
128102 FTA Section 5303/5305	0	66,292	0	67,903
128305 MPO FY19 and FY20 - FHWA Funds	0	287,411	0	319,022
3301 Road Projects	581	9,045	982	9,445
33110 Federal Grants/General Government	454,952	0	620,371	0
33410 State Grants/General Government	12,467	0	4,487	0
33790 Local Grants/Other Grants	5,315	0	17,414	0
813301 Transfer from Fund 3301	10,091	0	15,031	0
<b>Total Revenues</b>	<b>528,418</b>	<b>407,759</b>	<b>711,688</b>	<b>445,381</b>

**Accounts of Interest**

03100 - This Budget includes salary and fringe benefits for reoccurring grants. Other expenses will be included through resolutions upon receiving the grants. Used as the local match portion for 5303/5305 Grants.

08200 - Local match for State Transportation Disadvantaged (TD) program via the Commission for the Transportation Disadvantaged (CTD).

**Significant Changes**

There are no significant program changes.

Fiscal Year 2020



**Public Works  
Transit**

**Mission Statement**

Provide a reliable, safe and efficient public transit system to Martin County residents.

**Services Provided**

This division provides the following:

- Fixed route service
- Commuter bus service
- ADA complementary transit services
- ADA compliant bus stop program
- Bus stop shelter and amenities program
- Bus pass program
- Park-N-Ride
- Travel Training
- Mobility Coordination

**Goals and Objectives**

To ensure that the delivery of public transit services is managed in full compliance with the Florida Department of Transportation and the Federal Transit Administration rules and regulations.

**Benchmarks**

- Reduce passenger trip costs
- Increase ridership levels

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Operating Expense Per Passenger Trip	\$	23.74	22.50	23.66	22.50
Annual Passenger Trips	#	71,593.00	76,000.00	90,288.00	95,000.00

**Outcomes**

Provide transit services to the general public creating opportunities to access schools, work, parks and other county services.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Transit Systems Coordinator	1	1
Transit Manager	1	1
Associate Project Specialist/Mobility Coordinator	1	
Associate Project Specialist	1	
Transit Specialist		1
Customer Service Supervisor		1
Transit Specialist/Mobility Coordinator		1
Customer Service Representative		2
<b>Total FTE</b>	<b>4</b>	<b>7</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Transit**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	174,730	207,300	212,649	317,792
01501 Cell Phone Stipend	738	960	960	960
01504 Class C Meal Reimbursement	0	0	17	0
02101 FICA	10,452	12,852	12,709	19,701
02102 Medicare	2,445	3,005	2,972	4,610
02200 Retirement Contributions	14,031	17,122	17,685	26,916
02300 Life and Health Insurance	31,154	34,638	34,100	82,114
03100 Professional Services	61,249	0	114,430	0
03101 Professional Services - IT	845	0	88,375	0
03200 Accounting and Auditing	7,000	0	5,950	0
03400 Other Contractual Services	1,514,366	777,665	1,528,092	810,009
03410 Other Contractual Svcs - Staffing	14,514	25,000	706	25,000
03412 IT Hosting Service	210	0	10,400	10,920
04000 Travel and Per Diem	517	0	105	0
04002 Travel and Per Diem/Educational	1,586	3,000	3,393	3,000
04100 Communications	589	0	0	0
04104 Communications-Data/Wireless Svcs	5,439	3,600	6,501	6,935
04200 Freight and Postage	426	0	1,648	0
04400 Rentals and Leases	126,688	0	126,688	0
04401 Rentals and Leases/Pool Vehicles	2,240	4,400	2,440	4,400
04600 Repairs and Maintenance	9,441	0	180	3,000
04611 Building Repair and Maintenance	0	0	137	0
04612 Software Maintenance	831	0	12,006	54,927
04614 Hardware Maintenance	772	0	0	0
04700 Printing and Binding	9,438	3,500	10,448	6,000
04800 Promotional Activities	167	300	1,406	300
04900 Other Current Charges	14,102	0	3,257	0
04910 Fleet Replacement Charge	6,350	8,200	8,200	8,200
05100 Office Supplies	273	0	469	200
05175 Computer Equipment \$1,000-\$4999.99	3,441	0	0	0
05179 Other Equipment \$1000-\$4999.99	1,500	0	0	0
05195 Non-Capital Computer Equipment	822	0	0	0
05199 Other Non-Capital Equipment	1,323	0	19,194	0
05200 Operating Supplies	1,873	150	207	150
05207 Computer Supplies	87	0	0	0
05208 Software Licenses	0	380	52,367	380
05400 Publications and Memberships	2,588	2,750	3,654	2,750
05402 Publications/Subscriptions	0	0	349	0
05500 Training	45	1,500	2,267	1,500
06300 Improvements Other Than Buildings	78,891	0	4,567	0
06402 Vehicles /Rolling Stock/Equip>\$30k	427,395	0	0	0
06410 Vehicles - Fleet Maintenance	15,772	0	0	0
<b>Total Expenses</b>	<b>2,544,331</b>	<b>1,106,322</b>	<b>2,288,526</b>	<b>1,389,764</b>

**Public Works  
Transit**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	597,528	795,229	619,894	998,159
3301 Road Projects	197,103	284,209	247,092	364,645
33142 Federal Grants/Mass Transit	1,139,277	26,872	565,544	26,948
33442 State Grants/Mass Transit	607,728	0	853,303	0
36200 Rents and Royalties	16	12	19	12
36900 Other Miscellaneous Revenues	25	0	0	0
813301 Transfer from Fund 3301	2,653	0	2,674	0
<b>Total Revenues</b>	<b>2,544,331</b>	<b>1,106,322</b>	<b>2,288,526</b>	<b>1,389,764</b>

**Accounts of Interest**

- 03400 - This budget includes salary and fringe benefits for reoccurring grants. Other expenses will be included through resolutions upon receiving the grants.  
Increase due to contract increase of On-road Transit contract \$772,009, and Bus Shelter Maintenance contract \$18,000, ADA Eligibility contract \$20,000.
- 03410 - Contracted Staffing needs to provide administrative support.
- 03412 - Software hosting services for transit specific software, reallocated from Technology Improvement Program (TIP).
- 04002 - Florida State Transit Conference, and Quarterly Florida Transit Safety Network meetings that are required by the Federal Transit Administration.
- 04104 - Increase in communication cost for buses' modems and WiFi on the Marty. Monthly ipad expense for transit surveys and safety reporting
- 04600 - Security camera maintenance expenses
- 04612 - Transit specific software maintenance for the Marty, this is reallocated from the TIP
- 04700 - Printing schedules and discount passes for the Marty
- 04800 - Promotional items for the annual National Dump the Pump Campaign and various other public outreach activities
- 05100 - Office supplies, to better reflect actual expenditures
- 05400 - Marty membership dues to American Public Transportation Association and the Florida Public Transportation Association.
- 05500 - Registration fees for annual Florida State Transit Conference.

**Significant Changes**

The addition of three FTE's will provide for an in-house customer service and reservation center to ensure ADA regulations are appropriately applied to the service, as well as, increase customer relations and program efficiency.

**Public Works  
Surveying**

**Mission Statement**

Provide excellence and expertise in Professional Surveying and Mapping to Martin County and the public.

**Services Provided**

- Collects field data and prepares topographic surveys for design, planning, right-of-way, mapping and acquisitions for the Public Works and various other County departments and governmental agencies
- Performs various survey services for their use along with legal descriptions and sketches for acquisition of easements and right-of-ways
- Manages the Surveying & Mapping Continuing Services Contract and consultant projects
- Provides research and determinations of roadway status, open road building permit eligibility, open road frontage variances and open road permits
- Reviews land development applications & approves plats for inclusion into the County Parcel Mapping System
- Reviews survey sketches, boundary, topographic and other surveys prepared by outside consultants to assure compliance with State and County rules and regulations
- Responds to public inquiries regarding abandonment or vacation of road right-of-way and assists the public in preparing necessary documentation for abandonment or vacation of these right-of-ways, inquiries regarding TIIFF State/County road reservations status and assists the public in preparing necessary documentation for release of the road reservations. Maintains and updates Martin County's vertical and horizontal monumentation to meet federal specifications
- Provides outside professionals with right-of-way maps and other archived information as well as vertical & horizontal control data via County's website
- Maintains and updates the IPS County Road Inventory and Data Base information
- Right-of-way, map, easement preparation, research and support

**Goals and Objectives**

- Initiate new technology and cost savings measures for the division
- Perform technical review of plats within adopted County standards (see performance measures)
- Achieve a 90% completion goal of Martin County Vertical Control Datum (NAVD88) densification project
- Implement refined procedures for the Open Road Determination, Variance and Permit Process
- Initiate new right-of-way inventory mapping projects
- Improve/ increases efforts on staff retention, professional development, succession planning and cross training initiatives
- Migration of enhanced Geographic Information System (GIS) technology into general practices and records management
- Maintain horizontal and vertical control (Global Navigation Satellite System - GNSS) monumentation

**Benchmarks**

Complete high quality professional products and projects on schedule and within budget 95% of the time

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Technical Review	%	96.25	95.00	100.00	95.00
Local Cost Index	%	95.00	90.00	90.00	90.00
Update Inventory - Right-of-Way	%	92.50	90.00	90.00	90.00

**Outcomes**

Meet Goals and Objectives by providing high-quality Survey Data and Mapping to satisfy internal and external requests and exceed expected levels of service.

**Public Works  
Surveying**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Survey Party Chief	2	2
Survey Mapping Technician	1	1
Project Manager - Survey	1	
Project Surveyor		1
Administrative Specialist III	.5	.5
Survey Field Technician	2	2
Senior Survey Technician	1	1
County Surveyor	1	1
<b>Total FTE</b>	<b>8.5</b>	<b>8.5</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Surveying**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	391,376	429,636	418,129	441,462
01400 Overtime	0	900	788	900
01501 Cell Phone Stipend	2,418	2,880	2,780	2,880
01504 Class C Meal Reimbursement	60	0	0	0
02101 FICA	23,159	26,694	24,835	27,426
02102 Medicare	5,416	6,244	5,808	6,415
02200 Retirement Contributions	32,702	35,563	34,847	33,945
02300 Life and Health Insurance	82,787	104,767	82,391	83,174
03100 Professional Services	65,830	112,520	48,992	80,520
03400 Other Contractual Services	15,920	2,600	685	2,600
04000 Travel and Per Diem	0	2,670	0	2,670
04001 Travel and Per Diem/Mandatory	572	300	0	300
04002 Travel and Per Diem/Educational	2,032	784	1,880	784
04100 Communications	0	936	0	936
04101 Communications- Cell Phones	68	0	179	0
04104 Communications-Data/Wireless Svc	1,862	1,400	1,993	1,400
04200 Freight and Postage	477	150	76	150
04402 Rentals and Leases/Copier Leases	0	360	0	360
04600 Repairs and Maintenance	1,553	2,700	1,698	2,700
04610 Vehicle Repair and Maintenance	977	4,300	3,400	4,300
04611 Building Repair and Maintenance	101	0	0	0
04700 Printing and Binding	874	200	617	200
04900 Other Current Charges	403	5,650	1,069	5,650
04910 Fleet Replacement Charge	9,681	9,931	9,931	9,550
05100 Office Supplies	1,309	788	2,196	788
05175 Computer Equipment \$1,000-\$4999.99	2,299	0	0	0
05179 Other Equipment \$1000-\$4999.99	8,745	0	0	0
05199 Other Non-Capital Equipment	1,016	800	0	800
05200 Operating Supplies	2,153	7,524	3,470	7,524
05204 Fuel	3,838	6,000	4,520	6,000
05207 Computer Supplies	677	900	539	900
05208 Software Licenses	0	250	0	250
05400 Publications and Memberships	700	1,100	1,450	1,100
05500 Training	6,126	11,220	3,882	11,220
<b>Total Expenses</b>	<b>665,130</b>	<b>779,767</b>	<b>656,157</b>	<b>736,904</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	2,933	0	0	0
1140 Stormwater MSTU	51,406	64,400	28,614	32,400
1150 Countywide Road Maintenance MSTU	28,443	48,120	20,378	48,120
3301 Road Projects	580,148	667,247	607,165	656,384
32900 Other Permits and Fees	2,200	0	0	0
<b>Total Revenues</b>	<b>665,130</b>	<b>779,767</b>	<b>656,157</b>	<b>736,904</b>

**Accounts of Interest**

03100 - \$25,000 for the Vertical Control Network Program, \$34,000 for GIS/Surveying Services, and \$21,520 for the Asset and Road Inventory Maintenance Program.  
 03400 - Contracted services such as archiving, uniforms, etc.  
 04910 - Decrease based on replacement cost estimates.

**Significant Changes**

There are no significant program changes.

**Public Works  
Capital Projects**

**Mission Statement**

The Capital Projects Division shall be a recognized leader for engineering and project management by providing successful partnerships, safe practices and commitment to quality infrastructure while preserving the environment.

**Services Provided**

- Develop and manage the ten-year Roads Capital Improvement Plan (CIP), which includes new and lifecycle-replacement projects
- Provide project scope definition and oversight to design consultants and construction contractors during the execution of assigned capital projects necessary to maintain the Board of County Commissioners adopted Level of Service (LOS)
- Implement the Annual Resurfacing Program and Bridge Maintenance/Repair Program, which includes evaluation of existing conditions, repair needs, budget preparation, annual contract procurement and monitoring construction activities
- Design and construct capital projects, which carry out Martin County's goals of protecting the St. Lucie River and providing flood protection
- Serve as the coordinating agent for all Florida Department of Transportation (FDOT) State Highway System projects in the County as well as long-range planning activities with the FDOT and the Metropolitan Planning Organization (MPO)
- Serve as the coordinating agent for all railroad crossings in the County, renew and maintain lease agreements and budget annual lease fees and rehabilitation costs
- Manage FDOT Program grants for County CIP projects
- Design and construct public parks and building facilities with safe environment practices, sustainable concepts and high-quality elements
- Design and construct roadways within the Community Redevelopment Areas (CRAs) in accordance with the individual CRA plans implementing sustainable concepts and quality facilities for redevelopment area vitalization
- Coordinate the Assessable Paving and Drainage Programs for local roadways to be enhanced to County Standards for implantation of County maintenance

**Goals and Objectives**

- Reduce and ultimately eliminate the roadway infrastructure backlog through the Infrastructure Reinvestment Program
- Remedy identified Level of Service (LOS) deficiencies within the roadway network
- Integrate multi-departmental CIP projects into cost and time efficient composite projects
- Develop a Systematic Preventative Maintenance Program for County bridges
- Develop a public outreach program for services provided

**Benchmarks**

- Resurface 27 centerline miles of roadway pavement per year
- Replace 5,000 linear feet of corrugated metal pipe per year
- Complete all grant funded projects within grant milestone dates
- Respond to all Request For Service (RFS) inquiries within 7 calendar days and resolve all RFS within 30 calendar days

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Road - Construction within budget	%	92.75	85.00	89.00	85.00
Design within schedule	%	92.00	85.00	80.50	85.00
Design within budget	%	96.00	85.00	91.50	85.00
Construction within schedule	%	89.50	85.00	94.50	85.00

**Public Works  
Capital Projects**

**Outcomes**

Well planned, cost efficient infrastructure projects resulting in a sustainable and safe high quality of life for Martin County residents.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Construction Contract & Grants Administrator		1
Capital Projects Manager	1	1
Project Manager	3	2
Administrative Specialist III	1	1
Park Planner & Development Administrator	1	
CADD Technician		1
Construction Project Inspector	3	3
Sr. Project Manager-Capital Projects	1	1
Project Engineer	2	4
<b>Total FTE</b>	<b>12</b>	<b>14</b>

**Equipment Expenditures**

None



Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Capital Projects**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	586,233	451,848	370,174	458,156
01400 Overtime	1,130	0	0	0
01501 Cell Phone Stipend	4,560	2,640	4,412	2,160
01504 Class C Meal Reimbursement	48	0	46	0
02101 FICA	35,219	28,015	22,134	28,406
02102 Medicare	8,237	6,552	5,176	6,641
02200 Retirement Contributions	53,117	37,323	33,339	41,878
02300 Life and Health Insurance	100,549	88,982	71,413	93,629
03100 Professional Services	0	76,202	14,882	76,202
03400 Other Contractual Services	0	447	3,294	447
03410 Other Contractual Svcs - Staffing	0	0	20,491	0
04000 Travel and Per Diem	0	675	0	1,175
04001 Travel and Per Diem/Mandatory	0	2,120	0	1,120
04002 Travel and Per Diem/Educational	2,065	3,820	2,982	3,820
04104 Communications-Data/Wireless Svc	1,447	2,810	1,884	4,250
04200 Freight and Postage	934	1,200	2,372	1,200
04400 Rentals and Leases	75	0	77	0
04600 Repairs and Maintenance	228	250	106	250
04610 Vehicle Repair and Maintenance	10,902	5,000	3,766	5,000
04700 Printing and Binding	1,413	1,300	1,467	1,300
04800 Promotional Activities	0	0	400	0
04900 Other Current Charges	156	625	39	625
04910 Fleet Replacement Charge	25,650	27,540	27,540	26,250
05100 Office Supplies	798	3,000	689	2,500
05175 Computer Equipment \$1,000-\$4999.99	0	1,900	4,726	1,900
05195 Non-Capital Computer Equipment	1,411	0	815	0
05199 Other Non-Capital Equipment	1,913	600	2,027	600
05200 Operating Supplies	3,993	3,565	2,287	4,165
05204 Fuel	12,932	9,160	11,683	11,450
05207 Computer Supplies	87	250	0	250
05211 Software Services	0	0	10	0
05400 Publications and Memberships	694	2,084	686	2,684
05402 Publications/Subscriptions	10	100	0	100
05500 Training	2,050	1,627	770	2,827
06410 Vehicles - Fleet Maintenance	24,447	0	0	0
<b>Total Expenses</b>	<b>880,298</b>	<b>759,635</b>	<b>609,687</b>	<b>778,985</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	80,798	125,903	53,240	104,904
3102 Other County Capital Projects	253,350	330,486	267,602	341,473
3301 Road Projects	546,150	303,246	288,845	332,608
<b>Total Revenues</b>	<b>880,298</b>	<b>759,635</b>	<b>609,687</b>	<b>778,985</b>

**Public Works  
Capital Projects**

**Accounts of Interest**

03100 - For quality assurance consulting services and for communication and public outreach.

03400 - Document archiving service as needed.

04000 - \$500 Moved from account line #05100. Increase due to travel for license renewals.

04001 - (\$1,000) Moved into account line #05204.

04910 - Decrease based on replacement cost estimates.

05100 - (\$500) Moved into account line #04000.

05200 - \$600 increase due to new staff.

05204 - \$1,000 Moved from account line #04001 and \$1,290 moved from account line #04910. Increased to keep level of service.

05400 - \$600 increase due to new staff.

05500 - \$1,200 increase due to new staff.

**Significant Changes**

One FTE transferred from the Ecosystem Restoration Division, and one new FTE: CADD Technician. Both of these salaries will be paid from CIP-related projects.

**Public Works  
Ecosystem Restoration & Management**

**Mission Statement**

Preserve, restore, enhance and maintain Martin County's environmental resources, with particular emphasis on water quality, ecosystem restoration, land acquisition and management for conservation purposes and facilitation of public access to the County's environmental lands.

**Services Provided**

The Ecosystem Restoration & Management Division staff supports their mission through comprehensive project management of land and water projects within a regional ecosystem context. Through day-to-day operations and strong partnerships with other governmental agencies and the public, the Division acquires, restores, enhances, and maintains environmentally sensitive lands in Martin County, and creates appropriate public access opportunities. Additionally, the Division constructs and implements water quality improvement projects and programs designed to meet applicable water quality standards and goals. Finally, the Division maintains a strong advocacy role for regional ecosystem restoration efforts, including the Everglades, St. Lucie River and Estuary, the Loxahatchee River and the Indian River Lagoon.

**Goals and Objectives**

- Lead County efforts to comply with the requirements of the National Pollution Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) 5-year permit
- Lead County efforts to enhance flood protection and implement reductions of pollutants into surface waters to meet State adopted Total Maximum Daily Loads (TMDLs) and associated Basin Management Action Plans (BMAP) (St. Lucie and Lake Okeechobee) and Reasonable Assurance Plans (Loxahatchee)
- Lead advocacy efforts in support of Everglades' restoration, and represent the interests of Martin County regional ecosystem restoration efforts to protect the St. Lucie River and Estuary, the Indian River Lagoon, and the Loxahatchee River
- Purchase, preserve, restore, enhance and maintain the natural resources of Martin County and provide appropriate public access

**Benchmarks**

- Update and implement county-wide Stormwater and Water Quality Projects Needs Assessment to identify and construct retrofit, septic-to-sewer and flood control projects necessary to meet Martin County's water quality goals and related costs
- Maintain compliance with Martin County's National Pollutant Discharge Elimination System (NPDES) permit through updating the Annual Report and associated database
- Improve natural resource protection on acquired environmentally sensitive lands while balancing public access needs
  - Implement management plans for all environmentally sensitive lands
  - Emphasize treatment of exotic vegetation and control of problematic exotic animals on all environmentally sensitive lands
- Complete regional restoration projects in support of Loxahatchee River restoration
- Attend multi-agency forums to represent Martin County's positions on Everglades and other regional restoration issues
- Meet with Florida Communities Trust (FCT) leadership and staff to discuss outstanding commitments and address funding as well as program constraints

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Improve Public Access to Env.Senst.Lands	%	100.00	85.00	100.00	100.00
Completion of NPDES Permit Report	%	68.75	95.00	100.00	100.00
FL Communities Trust Mgmt Plan Updates	%	100.00	85.00	100.00	100.00
Exotic Vegetation Control on Senstv.Land	%	100.00	85.00	100.00	100.00
Representation in Everglades Advcy.Forum	%	100.00	95.00	100.00	100.00

**Public Works  
Ecosystem Restoration & Management**

**Outcomes**

Compliance with the land acquisition and grant commitments of Martin County conservation lands, improved public access to public lands and compliance with water quality requirements.

**Staffing Summary**

Job Title	FY2019	FY2020
Senior Ecosystem Specialist	1	
Project Manager - Ecosystem	2	2
Environmental Specialist	.5	
Ecosystem Restoration & Management Manager	1	1
Environ Resource Specialist		.5
Ecosystem Management Technician	1	1
Administrative Specialist III	.5	.5
Senior Project Manager	1	
Env Programs Coordinator		1
<b>Total FTE</b>	<b>7</b>	<b>6</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Ecosystem Restoration & Management**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	380,048	420,190	349,314	356,716
01400 Overtime	0	0	343	0
01501 Cell Phone Stipend	2,732	3,490	2,557	2,640
01504 Class C Meal Reimbursement	32	0	447	0
02101 FICA	22,332	26,052	20,618	22,117
02102 Medicare	5,223	6,092	4,822	5,173
02200 Retirement Contributions	30,429	34,708	29,088	30,214
02300 Life and Health Insurance	87,096	85,994	79,278	81,092
03100 Professional Services	165,370	194,433	171,676	192,533
03400 Other Contractual Services	56,512	92,618	22,398	73,173
03409 Mowing & Landscaping Services	700	0	7,961	0
04000 Travel and Per Diem	1,526	2,765	3,571	4,165
04002 Travel and Per Diem/Educational	2,906	2,268	4,521	2,268
04100 Communications	0	480	0	0
04102 Communications- Two Way Radios	27	0	0	0
04104 Communications-Data/Wireless Svc	0	0	0	2,640
04200 Freight and Postage	1,711	900	1,389	900
04303 Water/Sewer Services	123	0	0	0
04400 Rentals and Leases	316	420	253	420
04401 Rentals and Leases/Pool Vehicles	780	900	790	900
04402 Rentals and Leases/Copier Leases	0	270	0	270
04600 Repairs and Maintenance	580	0	0	0
04610 Vehicle Repair and Maintenance	8,773	1,380	11,197	1,380
04611 Building Repair and Maintenance	0	0	417	0
04613 Maintenance Material	239	0	0	0
04700 Printing and Binding	254	1,200	834	1,200
04900 Other Current Charges	372	700	584	700
04910 Fleet Replacement Charge	9,000	9,100	9,100	11,900
05100 Office Supplies	347	1,650	348	1,650
05179 Other Equipment \$1000-\$4999.99	13,631	0	14,455	0
05195 Non-Capital Computer Equipment	6,602	0	361	0
05199 Other Non-Capital Equipment	11,047	2,500	15,513	2,500
05200 Operating Supplies	11,878	2,475	17,329	17,475
05204 Fuel	3,926	2,738	4,218	2,738
05207 Computer Supplies	855	1,000	33	1,000
05300 Road Materials and Supplies	1,785	0	0	0
05400 Publications and Memberships	1,545	500	765	500
05402 Publications/Subscriptions	0	270	196	270
05500 Training	5,484	1,290	4,564	2,050
06400 Furniture and Equipment	8,787	0	6,020	0
06410 Vehicles - Fleet Maintenance	0	0	23,431	0
<b>Total Expenses</b>	<b>842,966</b>	<b>896,382</b>	<b>808,391</b>	<b>818,584</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	319,429	413,277	391,705	359,947
1140 Stormwater MSTU	523,537	483,105	409,314	458,637
36400 Disposition of Fixed Assets	0	0	7,372	0
<b>Total Revenues</b>	<b>842,966</b>	<b>896,382</b>	<b>808,391</b>	<b>818,584</b>

**Public Works**  
**Ecosystem Restoration & Management**

**Accounts of Interest**

- 03100 - (\$1,400) Moved into account line #04000, and (\$500) moved into account line #05500. Services used as follows: \$20,000 for NPDES MS4 Phase II permitting; and \$60,000 for Water Quality Monitoring for Ocean Research and Conservation Association (ORCA) as per BOCC direction; \$52,533 in support of STA planning and FCT programmed improvements; and \$60,000 public education and outreach programs including the Be Floridian Now and Water Ambassadors.
- 03400 - (\$1,200) Moved into account line #04104, (\$15,000) moved into account line #05200, (\$260) moved into account line #05500, and (\$2,985) to supplement salary for Environmental Resource Specialist. For exotic plant removal and rehabilitation at environmentally sensitive land sites; of which, \$15,000 is for maintenance services associated with providing public access to Martin County's conservation lands.
- 04000 - \$1,400 Moved from account line #03100. Increase to reflect actual expenditures.
- 04100 - (\$480) Moved into account line #04104.
- 04104 - \$1,200 Moved from account line #03400, \$480 moved from account line #04100. \$960 increase for iPad data plans (TIP); needed to maintain level of service.
- 04910 - Increase based on replacement cost estimates for new vehicle.
- 05200 - \$15,000 moved from account line #03400. For the maintenance of multiple sites now being done in-house.
- 05500 - \$500 Moved from account line #03100. Increase to reflect actual expenditures.

**Significant Changes**

One FTE transferred to the Capital Projects Division.

**Public Works  
Development Review**

**Mission Statement**

To provide assurance that proposed designs for infrastructure improvements associated with residential or non-residential development applications, Right-of-way Use Permits, Excavation and Fill Permits, Road Opening Permits and single family residential building permits are in compliance with the various elements of the Martin County Comprehensive Growth Management Plan, the Martin County Land Development Regulations, and general engineering principles and practices while minimizing impacts to adjacent and surrounding property owners.

**Services Provided**

- Reasonable assurance that designs for infrastructure associated with private development or work within the County's right-of-way adhere to the technical criteria set forth in Article 4 of the Land Development Regulations as they relate to: adequate public roadway facilities, excavation, filling and mining; stormwater management, flood protection, roadway design and subdivisions
- Reasonable assurance that the construction of new single-family residential homes in neighborhoods without functioning stormwater management systems will have minimal impacts on the adjacent and surrounding property owners
- Construction monitoring of infrastructure associated with private development or work within the County's right-of-way to ensure that the conditions of approval associated with the permission to construct have been met prior to the release of building permits, security, or certificates of occupancy and that all construction is performed in substantial conformance with the approved construction plans
- Verification that the appropriate amount of security is being held to construct and/or maintain infrastructure for all platted subdivisions and for work in County rights-of-way
- Maintenance of flood elevation certificates database
- Participation in the Community Rating System overseen by Federal Emergency Management Agency (FEMA) to ensure compliance with the National Flood Insurance Program
- Prompt response and feedback to inquiries from the public, elected officials and the media regarding the work in the County's right-of-way, flood elevation certificates, perceived drainage problems from private development, etc.

**Goals and Objectives**

- Complete review of all land development and permit applications accurately and efficiently within specified timeframes
- Establish a program to more effectively oversee and monitor the construction of single family residences, private development and work in the County's right-of-way
- Adopt the revisions to the Flood Insurance Rate Maps to incorporate the coastal risk areas that are re-evaluated by the Federal Emergency Management Agency
- Provide prompt response to Service Requests in the applicable timeframe

**Benchmarks**

- Ensure all developments are built in substantial accordance with approved final development plan
- Maintain and monitor contract and surety documents
- Ensure that proposed residential and non-residential development projects adhere to the design criteria and technical standards for stormwater management and flood control in a manner consistent with Section 4.9, Stormwater Management and Flood Protection Standards
- Ensure that proposed excavation, filling, landscaping, drainage, and road right-of-way modification activities do not negatively impact other facilities in the vicinity and comply with the applicable Land Development Regulations

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Respond to Service Requests on time	%	97.50	95.00	96.00	95.00
Development Compliance	%	97.50	95.00	98.00	95.00
Securities Monitoring	%	98.00	98.00	98.50	99.00

**Public Works  
Development Review**

**Outcomes**

Compliance of residential and commercial development projects with the goals and objectives outlined within the Martin County Comprehensive Growth Management Plan.

**Staffing Summary**

Job Title	FY2019	FY2020
Construction Project Inspector	3	
Engineering Compliance Coordinator		2
Engineering Compliance Reviewer		1
Permit/Securities Coordinator	2	2
Code Compliance Investigator		1
Floodplain Coordinator	1	1
Development Review Engineer		1
Engineering Inspector		3
Project Manager	3	
Develop Review Administrator	1	1
Site Grading Compliance Reviewer	1	
<b>Total FTE</b>	<b>11</b>	<b>12</b>

**Equipment Expenditures**

Vehicle for new Code Compliance Investigator  
24,000.00      x 1      = 24,000.00



Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Development Review**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	402,440	542,512	552,449	604,102
01400 Overtime	696	0	1,693	0
01501 Cell Phone Stipend	1,883	1,920	2,298	2,400
01504 Class C Meal Reimbursement	323	0	127	0
02101 FICA	23,686	33,636	32,388	37,452
02102 Medicare	5,539	7,868	7,575	8,760
02200 Retirement Contributions	32,405	40,897	46,087	51,168
02300 Life and Health Insurance	89,047	114,071	124,045	152,084
03100 Professional Services	368	21,888	1,875	10,340
03400 Other Contractual Services	757	0	5,506	0
03405 IT Services	10,000	0	0	0
03410 Other Contractual Svcs - Staffing	18,298	0	0	0
04000 Travel and Per Diem	0	700	0	5,000
04001 Travel and Per Diem/Mandatory	48	0	200	0
04002 Travel and Per Diem/Educational	0	2,100	3,455	2,100
04101 Communications- Cell Phones	0	275	0	0
04104 Communications-Data/Wireless Svc	1,194	1,500	1,413	1,935
04200 Freight and Postage	698	450	450	450
04600 Repairs and Maintenance	0	0	7	0
04610 Vehicle Repair and Maintenance	3,649	1,700	3,566	2,850
04700 Printing and Binding	4,819	4,000	3,620	4,000
04900 Other Current Charges	739	1,000	1,199	725
04910 Fleet Replacement Charge	5,943	11,800	11,800	11,838
05100 Office Supplies	804	1,150	556	1,150
05179 Other Equipment \$1000-\$4999.99	1,215	0	0	0
05195 Non-Capital Computer Equipment	5,051	0	0	0
05199 Other Non-Capital Equipment	1,640	0	1,590	0
05200 Operating Supplies	3,706	1,250	1,794	1,825
05204 Fuel	8,055	10,706	7,629	12,931
05207 Computer Supplies	331	500	0	500
05211 Software Services	8,017	0	1,428	0
05400 Publications and Memberships	325	200	911	990
05402 Publications/Subscriptions	0	450	0	450
05500 Training	2,905	6,000	5,326	9,425
06410 Vehicles - Fleet Maintenance	45,350	0	0	24,000
<b>Total Expenses</b>	<b>679,931</b>	<b>806,573</b>	<b>818,987</b>	<b>946,475</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	-260	0	0	0
1110 Unincorporated MSTU	192,962	372,529	280,667	477,922
1150 Countywide Road Maintenance MSTU	84,874	71,271	73,023	73,022
3301 Road Projects	41,946	92,773	101,941	105,531
32900 Other Permits and Fees	46,474	60,000	49,502	80,000
34900 Other Charges for Services	313,935	210,000	313,853	210,000
<b>Total Revenues</b>	<b>679,931</b>	<b>806,573</b>	<b>818,987</b>	<b>946,475</b>

**Public Works  
Development Review**

**Accounts of Interest**

- 03100 - (\$3,750) Moved into account line #04000, (\$790) moved into account line #05400, (\$2,675) moved into account line 05500, and (\$4,333) transferred to TIP #1523. For professional services associated with stormwater reviews, traffic impact analyses, and groundwater modeling.
- 04000 - \$3,750 Moved from account line #03100, and \$550 increase due to new staff. To reflect actual expenditures, due to travel and training for required PHD licenses.
- 04101 - (\$275) Moved into account line #04610.
- 04104 - \$435 increase due to new staff.
- 04610 - \$275 Moved from account line #04101 and \$275 moved from account line #04900. In anticipation to upcoming tire replacements. Also, \$600 increase for additional vehicle for new FTE.
- 04900 - (\$275) Moved into account line #04610.
- 04910 - Increase based on replacement cost estimates.
- 05200 - \$575 increase due to new staff.
- 05204 - \$2,225 increase for additional vehicle for new FTE.
- 05400 - \$790 Moved from account line #03100. To reflect actual expenditures, due to additional memberships.
- 05500 - \$2,675 Moved from account line #03100, and \$750 increase due to new staff. To reflect actual expenditures, due to travel and training for required PHD licenses.

**Significant Changes**

One new FTE: Code Compliance Investigator

**Public Works  
Stormwater Maintenance Program**

**Mission Statement**

Protect public safety and the environment through cost-effective operation, maintenance and management of stormwater systems utilizing County staff and contracted services.

**Services Provided**

- Maintenance of network of County drainage infrastructure assets
- Stormwater Treatment Areas (STAs) and water quality projects are maintained through both contracted services and County staff. Maintenance of these facilities includes control of exotic plants and protection of native plants as well as maintenance of the physical structures such as weirs, control structures, piping, irrigation systems and fencing. Some retrofit projects include passive use facilities such as pedestrian pathways, bridges and boardwalks
- Stormwater sediment collection includes the cleaning of drainage structures; such as, pipes, culverts, catch basins and baffle boxes with specialized County equipment. Street sweeping is performed on County roadways with curb and gutters to reduce the amount of sediments that enter the stormwater systems
- Design and construction of small to medium-sized drainage projects on County-maintained property. The focus of this program is to upgrade or reconstruct existing drainage facilities to improve drainage and water quality
- Maintenance of primary drainage ditches and creeks with specialized equipment to reduce sediment transfer while sustaining adequate stormwater flows to minimize flooding

**Goals and Objectives**

- Perform maintenance on County operated STAs and major ditches to preserve water flow and reduce stormwater pollutant loads in accordance with scheduled maintenance program (see performance measure)
- Prevent sediments and pollutants from entering the estuary by removing them from baffle boxes and other stormwater facilities using vacuum and sweeper trucks purchased in accordance with scheduled maintenance program (see performance measure)
- Continue participation with Ecosystem Restoration & Management staff to manage the National Pollutant Discharge Elimination System (NPDES) program in accordance with 5-year permit

**Benchmarks**

- Inspect all stormwater Baffle boxes annually and remove sediments as needed to reduce pollutants from entering the estuary
- Maintain all major ditches in the urban service district 2-3 times annually
- Maintain all minor drainage ditches on a monthly basis
- Develop a baseline for the effectiveness of the 44 Stormwater Treatment Areas (STA) within the County

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Mowing Operations - Drainage Ditches	%	63.25	60.00	56.50	50.00
Drainage Maintenance (Tons)	#	231.00	125.00	77.00	150.00

**Outcomes**

Effective stormwater system maintenance improves water quality and reduces flood risk

**Public Works  
Stormwater Maintenance Program**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Maintenance Worker II	1	
Concrete Construction Worker		1
Engineering Technician		1
Project Manager	1	
Engineering Assistant	1	
Equipment Operator II	2	2
Administrative Specialist III	.5	
Field Operation Superintendent		1
Associate Project Specialist	1	
Field Operations Specialist		1
Construction Worker	1	
Equipment Operator IV	1	1
Road Maintenance Supervisor	2	2
Administrative Coordinator		.5
Maintenance Worker		
Equipment Operator III	3.5	3.5
Equipment Operator I	2	2
Project Leader I	3.5	2
<b>Total FTE</b>	<b>19.5</b>	<b>17</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Stormwater Maintenance Program**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	668,777	805,392	757,201	723,469
01203 Standby Pay	1,715	2,000	1,294	2,000
01400 Overtime	9,450	20,500	8,090	20,500
01501 Cell Phone Stipend	3,273	3,360	3,350	3,360
01504 Class C Meal Reimbursement	90	0	0	0
02101 FICA	40,273	51,329	44,741	46,279
02102 Medicare	9,418	12,005	10,464	10,822
02200 Retirement Contributions	54,476	68,384	64,430	63,226
02300 Life and Health Insurance	142,469	204,088	183,834	189,948
03100 Professional Services	9,827	25,000	4,633	20,433
03400 Other Contractual Services	721,764	652,932	564,429	1,031,678
03404 Janitorial Services	365	6,130	389	2,000
03409 Mowing & Landscaping Services	191,232	171,500	203,509	202,500
03410 Other Contractual Svcs - Staffing	112,790	120,000	108,866	120,000
04002 Travel and Per Diem/Educational	0	3,564	658	3,564
04100 Communications	0	500	0	500
04101 Communications- Cell Phones	0	100	0	100
04104 Communications-Data/Wireless Svc	0	0	0	2,400
04200 Freight and Postage	471	500	659	500
04301 Electricity	3,718	2,322	4,374	2,322
04303 Water/Sewer Services	3,238	2,300	4,571	2,300
04304 Garbage/Solid Waste Services	2,718	8,000	727	8,000
04400 Rentals and Leases	0	300	0	300
04402 Rentals and Leases/Copier Leases	1,297	1,311	1,353	1,356
04600 Repairs and Maintenance	12,856	8,750	5,694	8,750
04610 Vehicle Repair and Maintenance	182,926	153,799	220,069	153,799
04700 Printing and Binding	285	450	260	450
04900 Other Current Charges	3,382	650	636	650
04910 Fleet Replacement Charge	22,363	21,329	21,329	23,176
05100 Office Supplies	777	1,420	580	1,420
05179 Other Equipment \$1000-\$4999.99	845	0	0	0
05195 Non-Capital Computer Equipment	100	0	65	0
05199 Other Non-Capital Equipment	358	4,500	2,266	4,500
05200 Operating Supplies	17,173	20,000	19,956	24,085
05204 Fuel	110,253	108,100	103,058	108,100
05207 Computer Supplies	462	0	323	0
05300 Road Materials and Supplies	77,499	81,730	73,396	81,730
05400 Publications and Memberships	0	550	0	550
05402 Publications/Subscriptions	0	764	0	764
05500 Training	5,691	6,404	2,731	6,404
<b>Total Expenses</b>	<b>2,412,332</b>	<b>2,569,963</b>	<b>2,417,937</b>	<b>2,871,935</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1140 Stormwater MSTU	2,412,332	2,569,963	2,403,581	2,871,935
36400 Disposition of Fixed Assets	0	0	14,356	0
<b>Total Revenues</b>	<b>2,412,332</b>	<b>2,569,963</b>	<b>2,417,937</b>	<b>2,871,935</b>

**Public Works**  
**Stormwater Maintenance Program**

**Accounts of Interest**

- 03100 - (\$2,400) Moved into account line #04104, and (\$2,167) transferred into the TIP #1523. For professional services such as environmental consulting and geotechnical engineering.
- 03400 - For services such as: \$374,265 for Storm Treatment Areas (STA) aquatic and preserve maintenance, \$6,000 for uniforms rental, \$10,000 for trees and stumps removal, \$262,667 for pipe repairs and geotechnical testings. \$378,746 for aquatic integrated pest management combination treatment.
- 03404 - (\$4,085) moved into account line #05200. Decreased to reflect actual expenditures.
- 03409 - Covers services for countywide mowing and landscaping services - STA related. \$31,000 increase for mowing in additional STA areas.
- 03410 - For additional staff assistance with workload related to Stormwater Management Program duties.
- 04104 - \$2,400 Increase to reflect actual expenditures for data usage on wireless devices.
- 04910 - Increase based on replacement cost estimates.
- 05200 - \$4,085 Moved from account line #03404. Increased to reflect actual expenditures.

**Significant Changes**

Two and a half FTEs were transferred to the Field Operations Division.

**Public Works  
Field Operations**

**Mission Statement**

Provide cost effective maintenance of paved and unpaved roadways, sidewalks, road shoulders and drawbridge operations. Ensure that the maintenance of enhanced streetscape areas project the high standards of quality expected by Martin County residents.

**Services Provided**

The division's primary responsibility is to maintain the County roadway infrastructure. The primary focus is on paved and unpaved road surfaces and the associated roadside drainage.

- Operates and maintains the Hobe Sound drawbridge over the Intracoastal Waterway
- Performs minor asphalt surface repairs of potholes and road cuts due to underground work
- Provides mowing services by in-house staff as well as contracted services for roadside flat mowing and roadside brush control
- Provides landscape maintenance services on County-maintained roadways as well as various State roads through interlocal maintenance agreements
- Maintains sidewalks on County roadways
- Maintains unpaved County-maintained roadways
- Maintains roadside drainage swales and ditches to reduce sediment transfer while sustaining adequate drainage flows to minimize flooding
- Designs and constructs small to medium-sized drainage projects on County-maintained property. The focus of this program is to upgrade or reconstruct existing drainage facilities to improve drainage and water quality

**Goals and Objectives**

- Maintain roadways to the highest standards possible while adhering to cost effective methodologies
- Maintain our current high Level of Service (LOS) on the bascule drawbridge to both road and marine traffic (see performance measure)
- Maintain sidewalks by repairing the walking surface, mowing, edging, sweeping and brush trimming. The focus is on the Urban Service District as a priority in accordance with an established monthly schedule
- Continue emphasis on repairs and maintenance of existing County sidewalks with particular focus on meeting the intent of the Americans with Disabilities Act (ADA) (see performance measure)

**Benchmarks**

- Increase the volume of litter collected from County infrastructure annually by 5%
- Reduce the volume of exotic vegetation in County Right of Ways by 1 acre/year
- Mow arterial roadways ten cycles per year as compared to FDOT at ten cycles per year

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Drawbridge Availability	%	99.00	99.00	99.00	99.00
Sidewalk Repairs (# Linear Ftg.)	#	12,141.00	8,000.00	5,290.00	10,000.00

**Outcomes**

Implementation of routine maintenance activities will result in improved public safety and quality of life for our residents.

**Public Works  
Field Operations**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Project Leader I	1.5	3
Maintenance Worker II	5	
Equipment Operator III	5.5	5.5
Equipment Operator I	3	3
Field Ops/Storm Water Manager	1	1
Administrative Specialist III	1.5	1
Concrete Construction Worker		4
Maintenance Worker		6
Construction Worker	4	
Associate Project Specialist	1	
Field Operations Specialist		1
Equipment Operator IV	5	5
Bridgetender	4	4
Road Maintenance Supervisor	2	2
Administrative Coordinator		.5
Equipment Operator II	3	3
Maintenance Worker III	4	
Project Leader II	5	5
Project Engineer - Field Ops	1	1
Senior Maintenance Worker		4
<b>Total FTE</b>	<b>46.5</b>	<b>49</b>

**Equipment Expenditures**

Small Equipment Replacements.



Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Field Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	1,539,067	1,825,089	1,616,663	2,015,348
01203 Standby Pay	12,110	7,300	14,853	7,300
01400 Overtime	20,224	12,500	17,458	12,500
01501 Cell Phone Stipend	3,288	3,360	3,470	3,360
01504 Class C Meal Reimbursement	375	0	30	0
02101 FICA	90,722	114,385	95,063	126,147
02102 Medicare	21,217	26,751	22,232	29,503
02200 Retirement Contributions	126,793	152,079	139,380	174,900
02300 Life and Health Insurance	471,504	558,714	471,165	595,142
03100 Professional Services	2,600	0	16,672	0
03400 Other Contractual Services	234,467	188,498	230,077	22,498
03404 Janitorial Services	1,993	4,000	2,299	1,600
03409 Mowing & Landscaping Services	728,554	789,707	763,810	843,272
03410 Other Contractual Svcs - Staffing	60,117	73,643	54,377	73,643
03422 Other Contr Svcs-Maintenance	0	0	0	120,000
03423 Other Contr Svcs-Roads/Street Svcs	0	0	0	46,000
04002 Travel and Per Diem/Educational	10	1,821	556	1,821
04101 Communications- Cell Phones	873	1,000	781	1,000
04104 Communications-Data/Wireless Svc	1,508	1,900	1,722	7,180
04200 Freight and Postage	285	300	476	300
04301 Electricity	23,775	26,513	23,337	27,913
04303 Water/Sewer Services	90,202	92,080	102,784	100,880
04304 Garbage/Solid Waste Services	68,510	35,800	72,716	35,800
04400 Rentals and Leases	1,908	8,000	1,041	8,000
04402 Rentals and Leases/Copier Leases	1,323	1,440	1,353	1,440
04600 Repairs and Maintenance	135,295	229,620	137,590	217,970
04610 Vehicle Repair and Maintenance	282,987	232,755	299,396	234,255
04611 Building Repair and Maintenance	1,239	8,750	1,517	8,750
04700 Printing and Binding	364	680	260	680
04900 Other Current Charges	822	1,000	1,169	1,000
04910 Fleet Replacement Charge	34,270	36,510	36,510	36,510
05100 Office Supplies	777	3,000	860	3,000
05179 Other Equipment \$1000-\$4999.99	4,682	0	5,769	0
05195 Non-Capital Computer Equipment	316	0	995	0
05199 Other Non-Capital Equipment	3,072	4,500	8,941	4,500
05200 Operating Supplies	27,162	68,900	31,788	56,900
05201 Chemicals	0	600	0	600
05204 Fuel	134,420	137,300	131,513	138,800
05207 Computer Supplies	462	0	1,254	0
05300 Road Materials and Supplies	159,173	208,600	153,586	208,600
05400 Publications and Memberships	0	150	165	150
05402 Publications/Subscriptions	0	570	130	570
05500 Training	5,941	7,836	1,778	7,836
06400 Furniture and Equipment	4,048	44,500	47,389	44,500
06410 Vehicles - Fleet Maintenance	5,792	0	0	0
08200 Aid To Private Organizations	10,000	10,000	10,000	10,000
<b>Total Expenses</b>	<b>4,312,245</b>	<b>4,920,151</b>	<b>4,522,926</b>	<b>5,230,168</b>

**Public Works  
Field Operations**

**Expenditures and Revenues (cont)**

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	23,143	55,007	47,680	56,494
1121 Hutchinson Island MSTU	35,450	15,600	11,622	15,600
1150 Countywide Road Maintenance MSTU	777,007	926,539	795,321	1,110,320
3301 Road Projects	3,460,286	3,923,005	3,628,510	4,047,754
33740 Local Grants/Transportation	8,180	0	0	0
36400 Disposition of Fixed Assets	0	0	32,421	0
36500 Sale of Surplus Materials	0	0	6,926	0
36910 Insurance Proceeds/Refunds	0	0	446	0
813301 Transfer From Fund 3301	8,180	0	0	0
<b>Total Revenues</b>	<b>4,312,245</b>	<b>4,920,151</b>	<b>4,522,926</b>	<b>5,230,168</b>

**Accounts of Interest**

- 03400 - (\$120,000) Moved into account line #03422 and (\$46,000) moved into account line #03423. Contracted Services include: \$6,000 uniforms rental, \$8,500 dead animals removal, \$1,800 pest control, and \$6,198 right-of-way (ROW) fence replacement.
- 03404 - (\$2,400) Moved into account line #04104 to reflect actual expenditures.
- 03409 - For services such as: \$193,557 enhanced landscaping, \$14,500 landscape replacement, and \$38,000 for arterial mowing. \$55,000 increase for additional litter removal services; and (\$34,935) reduction due to the incorporation of the Village of Indiantown. Services include: \$662,072 for enhanced landscaping, \$14,500 for landscape replacement and \$113,135 for arterial mowing. \$33,500 increase for additional landscape maintenance.
- 03410 - For additional staffing assistance with workload related to Field Operations duties.
- 03422 - \$120,000 Moved from account line #03400. New account line to reflect actual expenditures for drawbridge maintenance.
- 03423 - \$46,000 Moved from account line #03400. New account line to reflect actual expenditures for trees and stumps removal.
- 04104 - \$2,400 Moved from account line #03404. Increase to reflect actual expenditures for data usage on wireless devices.
- 04301 - \$1,400 increase due to additional landscape maintenance.
- 04303 - \$4,800 increase due to additional landscape maintenance.
- 04600 - (\$8,650) To reduce FY19 one-time expenditure, (\$1,500) moved into account line #04610 and (\$1,500) moved into account line #05206. (\$1,500) Moved into account line #04610 and (\$1,500) moved into account line #05206.
- 04610 - \$1,500 Moved from account line #04600 to reflect actual expenditures.
- 05200 - (\$12,000) To reduce FY19 one-time expenditure.
- 05204 - \$1,500 Moved from account line #04600 to reflect actual expenditures.
- 06400 - For small field equipment replacements.

**Significant Changes**

Two and a half FTEs were transferred in from the Stormwater Maintenance Program Division.

**Public Works  
Mosquito Control**

**Mission Statement**

To provide effective and environmentally-sound mosquito population monitoring and control services to enhance public health and the quality of life for residents and visitors of Martin County in accordance with Federal and State requirements. To eliminate Africanized honey bees from County lands or if public health is threatened. To control aquatic weeds and nuisance vegetation in stormwater areas and designated right-of-ways.

**Services Provided**

The division's primary responsibility is to control the mosquito population in a manner consistent with the principles of integrated mosquito management. The Division:

- Monitors the abundance and distribution of different mosquito species throughout the County and determines when control is warranted, in compliance with Federal and State regulations, and which control measure is the most appropriate given the circumstances
- Eliminates breeding sites, manages two mosquito control impoundments, conducts biological control through introduction of mosquito-eating fish, applies larvicides to standing water and applies adulticides as needed
- Partners with the Florida Department of Health to monitor arboviral activity in the County through the sentinel chicken program and targets vector species to protect public health
- Ensures all operations are conducted in accordance with best management practices set forth by the Florida Department of Agriculture and Consumer Services as part of the Mosquito Control Work Program
- Oversees contracted services for aerial mosquito control applications and aquatic weed control
- Performs weed control on right-of-ways, natural areas, curbs and gutters, sidewalks around traffic delineators, traffic signs and stormwater drainage ditches
- Responds to all citizens inquires relative to mosquito control issues and conducts outreach on mosquito management for homeowners
- Controls Africanized honey bees in County right-of-ways and responds to citizen complaints concerning Africanized honey bees

**Goals and Objectives**

- Implement integrated mosquito management to the fullest extent possible given available resources to protect human, animal and environmental health, and promote the rational use of pesticides
- Focus on source reduction and controlling mosquitoes in the immature stages, through use of mosquito-eating fish and larvicides, as frequently as possible to reduce reliance upon adulticides
- Maintain status as a State-Approved Mosquito Control Program under the Florida Department of Agriculture and Consumer Services
- Continue emphasis on citizen engagement in mosquito control efforts through outreach activities, the Request for Service (RFS) system and operations transparency on the website
- Remain current with new technological advances in the mosquito and aquatic weed control industry

**Benchmarks**

- Increase use of larvicides and mosquito-eating fish to reduce the acres of ground adulticide applications.
- Respond to RFS complaints within 48 hours via email, telephone or in person.
- Improve chemical-use transparency by putting more information on the website regarding control activities.
- Complete outreach activities prior to mosquito season to educate public on reducing mosquito breeding.
- Inspections of stormwater ditches maintained by the Division to ensure proper drainage and weed control every quarter.

**Public Works  
Mosquito Control**

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Employee Pesticide & Safety Education	#	22.00	10.00	10.00	10.00
Aquatic Weed Control	%	94.25	95.00	95.00	95.00
Mosquito Inspections	%	100.00	100.00	99.00	100.00
Adulticide to Control Mosquito (# Acres)	#	266,776.00	230,000.00	67,982.00	300,000.00

**Outcomes**

Implementation of best management practices of integrated mosquito management, utilizing available resources, will result in knowledge-based, surveillance-driven mosquito control which protects human, animal, and environmental health and promotes the rational use of pesticides. Scheduled aquatic weed control and invasive plant removal in stormwater ditches will ensure adequate stormwater flood control and proper drainage.

**Staffing Summary**

Job Title	FY2019	FY2020
Project Manager - Mosquito	1	
Mosquito Control Resource Specialist	1	1
Mosquito Control Manager	1	1
Research Entomologist		1
Mosquito Control Operations Supervisor		1
Entomological Technician		1
Mosquito Control Technician	6	5
Mosquito Control Specialist	2	2
Entomologist	1	
Mosquito Control Foreman		1
Maintenance Worker III	1	
<b>Total FTE</b>	<b>13</b>	<b>13</b>

**Equipment Expenditures**

ULV Mosquito Sprayer with Monitor.  
16,500.00 x 1 = 16,500.00 Replacement

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Mosquito Control**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	440,322	522,526	481,279	545,652
01203 Standby Pay	3,360	2,000	3,885	4,300
01400 Overtime	12,345	3,400	7,700	9,400
01501 Cell Phone Stipend	5,390	5,760	5,593	6,240
01504 Class C Meal Reimbursement	195	0	224	0
02101 FICA	27,467	32,730	29,494	34,681
02102 Medicare	6,424	7,653	6,898	8,111
02200 Retirement Contributions	36,524	43,602	40,987	47,378
02300 Life and Health Insurance	71,726	91,162	82,187	84,977
03100 Professional Services	5,820	5,325	16,100	5,325
03400 Other Contractual Services	63,008	125,050	135,846	214,218
03404 Janitorial Services	1,819	2,050	1,002	2,050
03410 Other Contractual Svcs - Staffing	21,473	37,673	25,699	30,459
04001 Travel and Per Diem/Mandatory	0	2,000	0	4,167
04002 Travel and Per Diem/Educational	0	579	3,844	579
04101 Communications- Cell Phones	7	100	40	100
04104 Communications-Data/Wireless Svc	1	0	-1	2,400
04200 Freight and Postage	1,714	600	1,530	600
04301 Electricity	9,096	7,935	9,729	7,935
04303 Water/Sewer Services	457	700	571	700
04304 Garbage/Solid Waste Services	863	725	621	725
04400 Rentals and Leases	0	1,100	0	1,100
04402 Rentals and Leases/Copier Leases	928	950	1,034	1,007
04600 Repairs and Maintenance	14,810	10,900	10,063	10,900
04610 Vehicle Repair and Maintenance	27,951	19,138	22,955	19,138
04611 Building Repair and Maintenance	2,368	2,000	2,482	2,000
04700 Printing and Binding	903	1,000	379	1,000
04900 Other Current Charges	162	500	44	500
04910 Fleet Replacement Charge	42,603	55,393	55,393	54,250
05100 Office Supplies	776	950	594	950
05179 Other Equipment \$1000-\$4999.99	8,500	3,298	1,232	3,298
05195 Non-Capital Computer Equipment	167	0	1,035	0
05199 Other Non-Capital Equipment	4,175	3,590	6,346	3,590
05200 Operating Supplies	20,405	39,575	33,330	38,580
05201 Chemicals	359,750	231,751	596,533	231,751
05204 Fuel	27,274	38,304	27,386	38,304
05208 Software Licenses	0	0	40	0
05300 Road Materials and Supplies	111	2,000	577	2,000
05400 Publications and Memberships	615	390	100	390
05402 Publications/Subscriptions	0	0	329	0
05500 Training	5,710	5,692	4,342	3,525
06400 Furniture and Equipment	71,635	16,500	16,000	16,500
06410 Vehicles - Fleet Maintenance	111,115	0	0	0
<b>Total Expenses</b>	<b>1,407,971</b>	<b>1,324,603</b>	<b>1,633,420</b>	<b>1,438,780</b>

**Public Works  
Mosquito Control**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	786,407	1,122,277	1,401,692	1,134,421
1140 Stormwater MSTU	195,787	202,326	190,003	304,359
33469 State Grants/Other Human Services	52,567	0	41,645	0
36100 Interest Earnings	220	0	79	0
36900 Other Miscellaneous Revenues	372,991	0	0	0
<b>Total Revenues</b>	<b>1,407,971</b>	<b>1,324,603</b>	<b>1,633,420</b>	<b>1,438,780</b>

**Accounts of Interest**

- 01203 - \$1,214 Moved from account line #03410 and \$1,086 moved from account line #04910, for standby licensed chemical applicators required for nighttime shift, to maintain current level of service.
- 01400 - \$6,000 Moved from account line #03410, for overtime for county personnel to supplement nighttime shift applications, to maintain current level of service.
- 03100 - Services for the removal of africanized bees.
- 03400 - \$36,000 for aquatic weed control, \$85,968 for aerial mosquito control services, \$92,250 for aquatic integrated pest management combination treatment.
- 03404 - For janitorial services in the mosquito control trailer, breakroom, and bathroom.
- 03410 - (\$1,214) Moved into account line #01203, and (\$6,000) moved into account line #01400. For staffing services as needed for part-time ULV spray-truck drivers.
- 04001 - \$2,167 Moved from account line #05500. For travel required to obtain continuing education for license maintenance.
- 04104 - For the additional iPads
- 04910 - (\$1,086) Moved into account line #01203. Decrease based on replacement cost estimates.
- 05500 - (\$2,167) Moved into account line #04001.
- 06400 - ULV Mosquito sprayers replacement program.

**Significant Changes**

There are no significant program changes.

**Public Works  
Coastal Management**

**Mission Statement**

Maintain inlet navigation and mitigate down drift inlet impacts, provide shoreline storm protection, maintain the County's coastal and estuarine habitat and develop public anchoring and mooring alternatives.

**Services Provided**

- Manages an on-going Reef Enhancement and Conservation Program to deploy approved materials at any of the permitted offshore or river sites, monitor these new sites while working with other agencies to monitor overall reef health and assist in coral conservation efforts. New work is performed according to the Martin County Artificial Reef Plan. Multiple estuarine sites have been permitted in for oyster reef restoration and living shoreline construction projects
- Works to understand, protect and restore marine ecological systems, serving resident and visiting marine interest and providing a vital role in support of fish and coral populations and in overall water quality improvement
- Responsible for the County's beach management program to provide adequate storm damage protection. Work includes beach restoration and maintenance of the northern 4 miles of Atlantic coastal beach in Martin County and a segment of beach that fronts Bathtub Beach Park and extends south toward St. Lucie Inlet
- Manages a program to maintain and dredge navigation channels within public waterways and provide services to waterway users
- Oversees the St. Lucie Inlet Management Plan Implementation Program which is comprised of maintenance dredging with sand bypassing to beaches north and south of the inlet. The program also includes other necessary improvements to the jetties, breakwater, sand impoundment basin and interior shoal to maintain the navigation channel
- Developing a resiliency program for Martin County to proactively address changing climatic conditions and the impacts to residents and infrastructure in the County. Work products will interface with floodplain management efforts to reduce flood insurance rates in Martin County

**Goals and Objectives**

- Implement a funding strategy for the maintenance of St. Lucie Inlet
- Implement the updated St. Lucie Inlet Management Plan and integrate stakeholders north and south into this process
- Continue to work with the State on anchoring and mooring policy development
- Develop mooring opportunities on inland waterways and address concerns of marine related interests
- Work regionally to collect and analyze data on the state of marine ecosystems, and develop protective and restorative strategies
- Develop and implement mooring field programs
- Engage the public to provide information and education on the coastal environment
- Provide ongoing inspection services for Coastal construction projects to ensure all environmental protection measures are followed and all permit-required monitoring is completed
- Continue to seek grant opportunities from state and federal agencies to fund creation of marine and estuarine habitat and work with other state and federal agencies to monitor and protect both natural and artificial habitat
- Obtain grant funding for work to develop an updated vulnerability assessment with resiliency plan

**Benchmarks**

The Martin County Coastal Program has been successful in accomplishing all program objectives with only three full time positions. Neighboring Counties employ multiple divisions to accomplish similar objectives.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Beach Performance	%	100.00	100.00	100.00	90.00
Inlet Navigation	%	100.00	100.00	100.00	100.00
Sand Transfer	%	100.00	100.00	100.00	100.00

Fiscal Year 2020

Public Works

**Public Works  
Coastal Management**

**Outcomes**

No coastal structures lost due to shoreline erosion. Safe navigation has been maintained through the St. Lucie Inlet. Impacts of the inlet have been 100% mitigated this year. A permit has been issued for 1 or 2 proposed mooring fields.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Environmental Specialist	.5	
Coastal Management Coordinator		1
Associate Project Specialist	1	
Environ Resource Specialist		.5
Administrative Specialist III	.5	.5
Coastal Engineer	1	1
<b>Total FTE</b>	<b>3</b>	<b>3</b>

**Equipment Expenditures**

None



**Public Works  
Coastal Management**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	157,086	181,444	185,134	188,171
01400 Overtime	0	0	139	0
01501 Cell Phone Stipend	960	1,210	1,117	1,200
01504 Class C Meal Reimbursement	44	0	77	0
02101 FICA	9,312	11,250	11,026	11,668
02102 Medicare	2,178	2,632	2,579	2,729
02200 Retirement Contributions	16,825	20,908	20,898	22,087
02300 Life and Health Insurance	14,005	22,225	15,894	17,341
03100 Professional Services	0	0	0	75,000
03400 Other Contractual Services	10,450	14,000	18,115	11,015
03410 Other Contractual Svcs - Staffing	3,099	0	0	0
04000 Travel and Per Diem	4,299	8,750	2,376	10,150
04002 Travel and Per Diem/Educational	2,508	1,215	6,258	1,215
04100 Communications	172	250	155	250
04104 Communications-Data/Wireless Svcs	1,363	1,480	1,639	1,720
04200 Freight and Postage	77	250	148	250
04400 Rentals and Leases	3,348	5,000	3,498	5,000
04401 Rentals and Leases/Pool Vehicles	320	260	580	260
04600 Repairs and Maintenance	691	3,818	705	3,818
04610 Vehicle Repair and Maintenance	0	100	2,708	100
04700 Printing and Binding	244	400	216	400
04900 Other Current Charges	0	440	0	440
04910 Fleet Replacement Charge	0	1,500	0	1,500
05100 Office Supplies	171	380	337	380
05195 Non-Capital Computer Equipment	303	0	146	0
05199 Other Non-Capital Equipment	0	1,250	1,458	1,250
05200 Operating Supplies	125	1,190	575	1,190
05204 Fuel	71	4,443	341	4,443
05207 Computer Supplies	463	980	0	980
05400 Publications and Memberships	1,357	2,261	3,044	2,511
05500 Training	2,681	2,447	1,046	2,947
<b>Total Expenses</b>	<b>232,151</b>	<b>290,082</b>	<b>280,206</b>	<b>368,015</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
3102 Other County Capital Projects	10,450	0	0	0
3201 Beaches	221,701	290,082	280,206	368,015
<b>Total Revenues</b>	<b>232,151</b>	<b>290,082</b>	<b>280,206</b>	<b>368,015</b>

**Accounts of Interest**

03100 - For resiliency effort services.

03400 - (\$2,985) to supplement salary for Environmental Resource Specialist. Maintenance services for county-owned navigation aides (channel markers and buoys).

04000 - \$1,400 increase to reflect actual expenditures

**Significant Changes**

There are no significant program changes

**Public Works  
Real Property**

**Mission Statement**

Provide professional real property knowledge to both the County staff and the public regarding all phases of activity concerning County-owned real property and practices.

**Services Provided**

- Review development applications and plats of development applications to assure compliance with any required transfer of real property interests
- Provide outside professionals with information on County acquisitions of real property interests and costs
- Acquisition and disposition of real property for:
  - Right-of-way
  - Environmental lands
  - Capital improvements
  - Utilities
  - Airport - Witham Field
  - Constitutional Officers
- Acquire leasehold interests as needed for County interests
- Administer leases for non-profits and government agencies in accordance with Florida Statute 125.38
- Liaison to local, state, regional and federal governments
- Provide support to County Attorney and outside legal with eminent domain processes
- Responsible for acquiring or granting of easements to support County needs
- General research and support for all real property matters
- Represent the County in public forums

**Goals and Objectives**

- Initiate new technology and cost savings measures for the division
- Perform technical review of development application due diligence
- Initiate best management practices for real property interests
- Administer leases for non-profits and government agencies in accordance with Florida Statute 125.38
- Develop lease management software application with IT
- Maintain a current list of all County leases on website
- Maintain a current inventory of County-owned real property interests
- Ensure compliance with Affordable Housing public hearing requirements under Florida Statute 125.379

**Benchmarks**

Complete high-quality professional products for all projects within the allotted deadlines 95% of the time.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Development Review Projects	%	80.00	80.00	80.00	100.00
Real Property Inventory	%	100.00	100.00	100.00	100.00
Lease Inventory	%	100.00	100.00	100.00	100.00
Real Property Acquisitions	%	100.00	95.00	95.00	100.00

**Outcomes**

Meet Goals and Objectives by maintaining a highly efficient Division, satisfying internal/external requests and achieving expected level of service to the public.

**Public Works  
Real Property**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Project Manager -Real Property	1	
Senior Certified Paralegal	1	
Real Property Assistant		1
Real Property Manager	1	1
Certified Paralegal		1
Associate Project Specialist	1	
Administrative Specialist III	.5	.5
Real Property Coordinator		1
<b>Total FTE</b>	<b>4.5</b>	<b>4.5</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Public Works  
Real Property**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	280,976	270,683	278,970	268,025
01501 Cell Phone Stipend	480	480	480	480
02101 FICA	16,523	16,782	16,352	16,618
02102 Medicare	3,864	3,924	3,824	3,887
02200 Retirement Contributions	22,951	22,359	23,200	22,701
02300 Life and Health Insurance	58,064	57,035	56,620	53,180
03100 Professional Services	23,955	31,500	6,200	31,500
03400 Other Contractual Services	240	0	0	0
04000 Travel and Per Diem	0	525	0	525
04001 Travel and Per Diem/Mandatory	0	250	0	250
04002 Travel and Per Diem/Educational	2,595	500	117	750
04200 Freight and Postage	399	400	149	400
04300 Utility Services	0	100	0	0
04400 Rentals and Leases	1,500	1,500	1,500	1,500
04401 Rentals and Leases/Pool Vehicles	310	200	240	300
04402 Rentals and Leases/Copier Leases	0	360	0	360
04600 Repairs and Maintenance	0	125	0	125
04610 Vehicle Repair and Maintenance	0	250	0	0
04700 Printing and Binding	461	600	514	600
04900 Other Current Charges	3,216	1,600	1,072	1,600
05100 Office Supplies	401	625	666	625
05199 Other Non-Capital Equipment	0	250	0	250
05200 Operating Supplies	106	1,450	182	1,450
05204 Fuel	0	500	0	500
05207 Computer Supplies	117	0	0	0
05208 Software Licenses	129	250	129	250
05400 Publications and Memberships	665	1,300	825	1,300
05402 Publications/Subscriptions	134	300	0	300
05500 Training	1,410	4,250	1,373	4,250
06100 Land	5,000	0	0	0
<b>Total Expenses</b>	<b>423,496</b>	<b>418,098</b>	<b>392,414</b>	<b>411,726</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	423,496	398,598	392,414	392,226
36200 Rents and Royalties	0	19,500	0	19,500
<b>Total Revenues</b>	<b>423,496</b>	<b>418,098</b>	<b>392,414</b>	<b>411,726</b>

**Accounts of Interest**

03100 - Services for real property management such as title work, appraisals, surveys, etc.

**Significant Changes**

There are no significant program changes.

**Technology Investment Plan**

**Technology Investment Plan  
Program Chart**  
Total Full-Time Equivalents (FTE) = 0.0

<b>Administration</b>
<b>County Attorney</b>
<b>Information Technology Services</b>
<b>General Services</b>
<b>Library</b>
<b>Parks And Recreation</b>
<b>Building Department</b>
<b>Growth Management</b>
<b>Water Quality</b>
<b>Public Works</b>
<b>Community Development</b>
<b>Airport</b>
<b>Utilities And Solid Waste</b>
<b>Fire Rescue</b>
<b>Clerk Of Circuit Court</b>
<b>Property Appraiser</b>
<b>Sheriff</b>
<b>Supervisor Of Elections</b>
<b>Constitutional Officers' TIP Maintenance</b>
<b>Miscellaneous</b>
<b>Technology Infrastructure</b>

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2020 ADOPTED	FY 2019 to FY 2020 Variance	Pct Change
<b>Total FTE</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0 %</b>
<b>Total Budget Dollars</b>	<b>7,124,600</b>	<b>6,957,135</b>	<b>7,709,250</b>	<b>752,115</b>	<b>10.81 %</b>

## Technology Investment Plan

### **Introduction**

The expectations on the part of the County's constituents for greater availability of, and ease of access to, County services are growing. Citizens and commercial enterprises expect to be able to conduct business with the County using new and changing technological tools and services that are becoming mainstream and considered to be the new normal. The pace of change continues to accelerate, challenging the County organization to continually adapt to meet the new expectations. To successfully meet the demand, the County's Information Technology Services (ITS) must operate effectively and efficiently to ensure better services, better products, shorter project life cycles, less cost and more convenience.

The Technology Investment Plan (TIP) is in place to facilitate a cooperative forum to assess organizational business needs and priorities against technology, and to provide the controls and processes to project and control the total cost of ownership and returns on investment.

### **Key Issues and Trends**

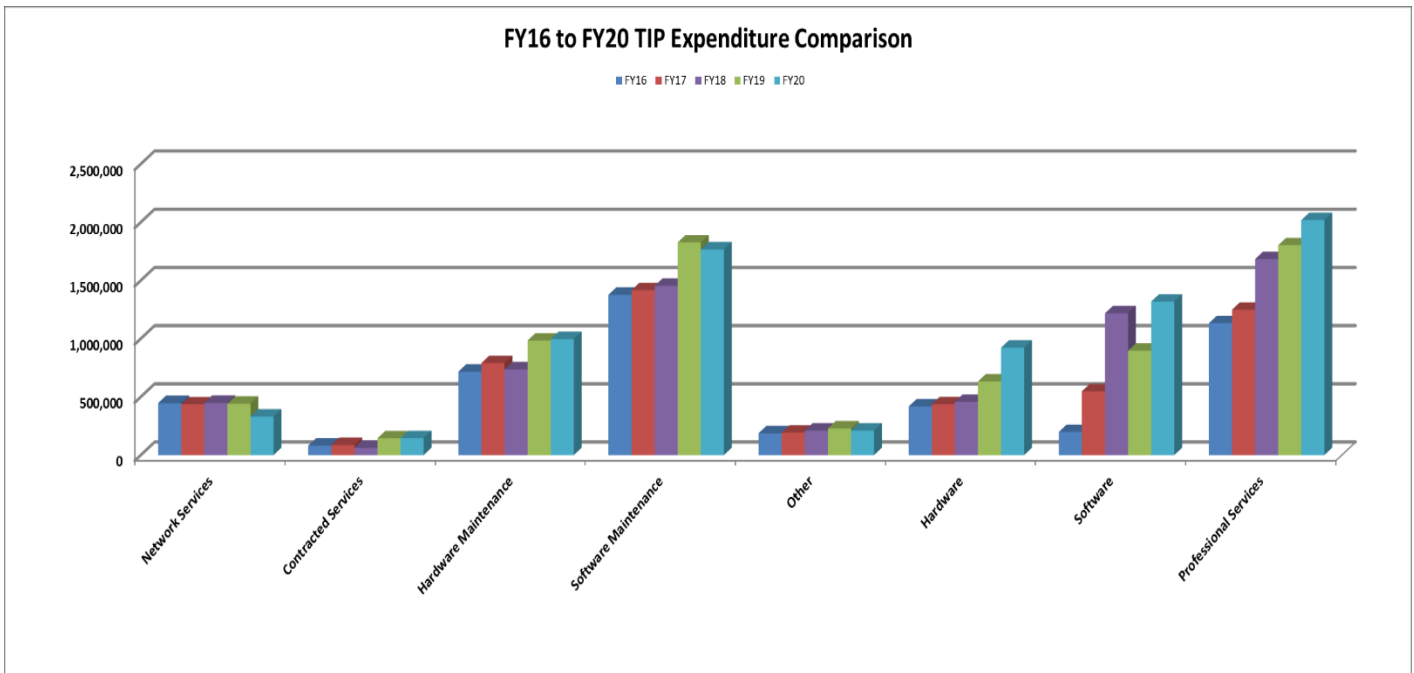
The formulation of business values and success factors are centered on a framework that directs the allocation of scarce resources while identifying and categorizing accomplishments. The priorities that were adopted are:

- Mandated requirements
- Leveraging of prior investments
- Enhancing County's security
- Improving service quality and efficiency
- Ensuring a current and supportable technology infrastructure
- Manage contracts and obligations
- Reduce the unit cost of services

**Technology Investment Plan**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Administration	109,912	86,094	238,834	308,424
County Attorney	6,421	0	0	0
Information Technology Services	44,930	51,465	33,156	55,865
General Services	24,042	76,295	81,305	127,017
Library	280,278	318,641	356,503	287,394
Parks and Recreation	153,407	125,989	79,714	106,100
Capital Improvement Plan	0	0	0	0
Building Department	1,270,933	250,807	651,663	322,561
Growth Management	46,919	118,768	119,344	131,384
Water Quality	9,000	0	0	0
Public Works	320,803	351,846	397,005	404,769
Community Development	3,496	500	500	500
Airport	3,424	8,720	5,000	5,000
Utilities and Solid Waste	458,818	569,564	575,898	941,987
Fire Rescue	450,057	384,317	414,108	383,524
Commission MSTU	0	0	0	0
Clerk of Circuit Court	37,672	7,825	46,403	7,825
Property Appraiser	112,230	77,497	107,980	68,718
Tax Collector	0	0	0	0
Sheriff	56,054	23,875	22,575	23,875
Supervisor of Elections	30,432	30,215	64,073	68,215
State Judiciary	0	0	0	0
Constitutional Officers' Tip Maintenance	6,072	20,000	2,517	20,000
Miscellaneous	389,536	587,060	621,211	617,713
Technology Infrastructure	3,310,163	3,867,657	4,647,998	3,828,379
<b>Total Expenses</b>	<b>7,124,600</b>	<b>6,957,135</b>	<b>8,465,785</b>	<b>7,709,250</b>



**Technology Investment Plan**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	1,665,098	1,802,409	2,223,790	2,018,285
03400 Other Contractual Services	1,500	0	16,459	0
03405 IT Services	90,191	144,500	69,950	145,500
03410 Other Contractual Svs - Staffing	0	0	3,813	0
03412 IT Hosting Service	71,567	112,165	80,221	89,525
04000 Travel and Per Diem	0	0	672	0
04002 Travel and Per Diem/Educational	1,593	0	11,004	0
04100 Communications	306,160	439,541	336,287	328,977
04101 Communications- Cell Phones	31	0	0	0
04104 Communications-Data/Wireless Svc	2,649	1,800	4,528	1,800
04200 Freight and Postage	1,464	0	2,340	0
04400 Rentals and Leases	36,489	35,100	40,048	40,500
04600 Repairs and Maintenance	1,549	10,000	488	10,000
04612 Software Maintenance	1,613,080	1,826,854	1,600,475	1,766,865
04614 Hardware Maintenance	574,674	939,205	759,335	946,175
05100 Office Supplies	0	0	27,912	0
05175 Computer Equipment \$1,000-\$4,999.99	260,436	125,400	230,150	123,125
05179 Other Equipment \$1,000-\$4,999.99	0	0	56,026	0
05195 Non-Capital Computer Equipment	208,043	194,900	513,909	324,091
05199 Other Non-Capital Equipment	3,196	10,000	18,828	10,000
05200 Operating Supplies	33	0	440	0
05204 Fuel	54	0	0	0
05207 Computer Supplies	15,024	10,000	31,495	10,000
05208 Software Licenses	482,521	101,000	197,351	245,152
05211 Software Services	647,000	795,461	948,942	1,073,214
05500 Training	4,238	0	28,086	0
06300 Improvements Other than Buildings	45,269	0	950,514	0
06400 Furniture and Equipment	0	0	77,851	0
06401 Computer Equipment	285,033	189,700	234,872	375,771
06800 Intangible Assets	807,707	0	0	0
09902 Budget Reserves / Capital Outlay	0	219,100	0	200,270
<b>Total Expenses</b>	<b>7,124,600</b>	<b>6,957,135</b>	<b>8,465,785</b>	<b>7,709,250</b>



**Technology Investment Plan**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	4,216,753	4,668,958	5,414,418	5,009,576
1110 Unincorporated MSTU	54,843	171,515	212,799	169,742
1111 Building and Permitting	1,327,918	295,603	710,382	368,134
1120 Consolidated Fire/Ems	428,997	359,227	449,245	328,106
1130 Consolidated Parks	53,216	41,247	35,530	52,366
1131 Sailfish Splash Waterpark	3,549	30,575	31,704	12,975
1132 Jensen Beach Concession	0	8,250	4,559	3,250
1137 Community Broadband Network	-8,903	79,700	44,088	79,700
1140 Stormwater MSTU	34,976	32,106	50,263	44,933
1150 Countywide Road Maintenance MSTU	566	1,016	21,030	1,002
1589 \$15 Lcl Ord-Ct Facilities FS318.18	6,072	20,000	2,517	20,000
3102 Other County Capital Projects	41,454	508	8,011	1,503
3201 Beaches	566	1,016	3,246	2,403
3301 Road Projects	306,823	449,073	583,719	405,648
4102 Consolidated - Operating	453,945	581,471	588,805	1,003,423
4200 Solid Waste	4,873	6,048	5,048	6,464
4300 Airport	7,288	24,336	22,101	10,631
4501 Martin County Golf Course	399	800	399	400
5300 Vehicle Maintenance	2,547	44,942	53,120	50,434
62034 Community Development Administration	2,481	9,996	11,396	4,007
33120 Federal Grants/Public Safety	0	0	70,793	0
34900 Other Charges For Services	101,987	96,195	101,053	100,000
36200 Rents and Royalties	48,016	0	0	0
36900 Other Miscellaneous Revenues	36,235	34,553	41,560	34,553
<b>Total Revenues</b>	<b>7,124,600</b>	<b>6,957,135</b>	<b>8,465,785</b>	<b>7,709,250</b>

**Technology Investment Plan  
Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	1,000	7,000	45,800	71,270
04100 Communications	129	2,180	0	0
04612 Software Maintenance	32,713	1,055	750	1,100
05195 Non-Capital Computer Equipment	0	0	596	6,550
05208 Software Licenses	1,093	0	0	0
05211 Software Services	74,977	75,859	191,688	229,504
<b>Total Expenses</b>	<b>109,912</b>	<b>86,094</b>	<b>238,834</b>	<b>308,424</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	109,912	86,094	238,834	308,424
<b>Total Revenues</b>	<b>109,912</b>	<b>86,094</b>	<b>238,834</b>	<b>308,424</b>

**Expenditure Line Item Summation**

03101 - OnBase Phase 2 (ADM-HR) \$71,270  
 04612 - Veteran Information Management System (VIMS) \$800; AutoStore Device License \$300  
 05195 - Projector systems replacement (ADM) \$6,550  
 05211 - APP \$10,000; NeoGov Perform \$22,100; NeoGov OnBoard \$8,300; NeoGov Insight \$14,200; NeoGov Learn \$25,725; Chrome River Travel & Expense \$7,000; OpenGov Hosted Software \$135,159; Marketing Communication Application \$7,020

**Technology Investment Plan  
County Attorney**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05208 Software Licenses	6,421	0	0	0
<b>Total Expenses</b>	<b>6,421</b>	<b>0</b>		<b>0</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	6,421	0	0	0
<b>Total Revenues</b>	<b>6,421</b>	<b>0</b>		<b>0</b>

**Expenditure Line Item Summation**

None

**Technology Investment Plan  
Information Technology Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	-49	30,315	15,115	30,315
03410 Other Contractual Svcs - Staffing	0	0	219	0
04612 Software Maintenance	15,264	16,600	13,672	16,000
04614 Hardware Maintenance	1,320	0	0	0
05208 Software Licenses	17,767	0	0	0
05211 Software Services	4,050	4,550	4,150	9,550
06800 Intangible Assets	6,578	0	0	0
<b>Total Expenses</b>	<b>44,930</b>	<b>51,465</b>	<b>33,156</b>	<b>55,865</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	44,930	51,465	33,156	55,865
<b>Total Revenues</b>	<b>44,930</b>	<b>51,465</b>	<b>33,156</b>	<b>55,865</b>

**Expenditure Line Item Summation**

03101 - Geographic Information System (GIS) infrastructure support \$14,000; GIS CLOE \$10,000; Website support \$6,315  
 04612 - BMC software Track-IT! \$10,000; Oracle Toad \$6,000  
 05211 - DLT AutoCAD \$650; ArcGIS GeoEvent \$6,000; ArcGIS Data Interoperability \$600; Google Earth \$400; Legistar Test Environment \$1,900

**Technology Investment Plan  
General Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	0	0	0	7,117
04100 Communications	486	0	498	0
04612 Software Maintenance	9,000	72,670	78,533	89,270
05175 Computer Equipment \$1,000-\$4,999.99	0	0	0	11,000
05208 Software Licenses	14,556	0	0	16,005
05211 Software Services	0	3,625	2,274	3,625
<b>Total Expenses</b>	<b>24,042</b>	<b>76,295</b>	<b>81,305</b>	<b>127,017</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	24,042	36,025	39,669	81,092
5300 Vehicle Maintenance	0	40,270	41,636	45,925
<b>Total Revenues</b>	<b>24,042</b>	<b>76,295</b>	<b>81,305</b>	<b>127,017</b>

**Expenditure Line Item Summation**

03101 - Infor Public Sector (IPS) Asset Mgmt final year \$7,117  
 04612 - IPS Service and Maintenance Agreement (SMA) \$17,000; Lenel Security System \$27,000 Fuel Master \$40,500; Bosh Truck Scanner \$1,800; IPS mobile - maint./support (GSD) \$2,970  
 05175 - IPS mobile - hardware (GSD) \$11,000  
 05208 - IPS mobile - software (GSD) \$16,005  
 05211 - ACDelco Tech Connect \$1,395; Mitchell OnDemand \$2,230

**Technology Investment Plan  
Library**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	3,000	7,000	11,875	2,750
03405 IT Services	957	0	4,675	0
04100 Communications	3,950	49,400	3,389	4,650
04104 Communications-Data/Wireless Svc	0	0	240	0
04200 Freight and Postage	107	0	579	0
04400 Rentals and Leases	840	0	0	0
04612 Software Maintenance	5,541	8,000	5,511	10,700
04614 Hardware Maintenance	61,833	71,900	49,066	48,800
05175 Computer Equipment \$1,000-\$4,999.99	3,150	9,400	24,939	17,125
05195 Non-Capital Computer Equipment	29,670	34,700	40,060	60,341
05199 Other Non-Capital Equipment	0	0	190	0
05207 Computer Supplies	467	0	0	0
05208 Software Licenses	42,115	0	6,555	0
05211 Software Services	128,648	138,241	130,924	143,028
06401 Computer Equipment	0	0	78,500	0
<b>Total Expenses</b>	<b>280,278</b>	<b>318,641</b>	<b>356,503</b>	<b>287,394</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	280,278	318,641	356,503	287,394
<b>Total Revenues</b>	<b>280,278</b>	<b>318,641</b>	<b>356,503</b>	<b>287,394</b>

**Expenditure Line Item Summation**

- 03101 - Data Sync Reclamation \$750; Replace KitKeeper with MyTurn \$2,000
- 04100 - (44,750) Decreased to reflect actual expenditures. Countywide Telephone System \$4,000; Library Warehouse DSL \$650
- 04612 - PC Reserv and Print Control licenses \$6,000; Public internet filtering \$2,700; Deep Freeze licenses \$2,000
- 04614 - Hardware maintenance including antenna Comm/Brkt, wiring, security gate/3M and self Check/Chip \$48,800
- 05175 - Payment system replacement \$17,125
- 05195 - Public access devices \$26,700; hardware replacement for printers/network switches \$6,000; barcode scanners and receipt printers \$2,000; Equipment fleet replacement program \$25,641
- 05211 - SIRSI (Web Based Library System) products \$80,826; Online Computer Library Center (OCLC) \$20,300; Go-to-Meeting \$500; eCommerce \$5,000; Mobile device print service \$4,350; Ingram-Edelwiss Collection Analytics \$5,000; Self-Check OneStop \$2,000; Beanstack \$2,992; Basecamp \$600; SignUp \$4,700; LibraryThing \$2,800; WuFoo \$480; WordPress \$120; Survey Monkey \$360; and Web Adobe \$13,000

**Technology Investment Plan  
Parks and Recreation**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	41,146	0	14,985	7,781
03405 IT Services	99	0	0	0
04100 Communications	6,319	24,989	11,429	12,899
04200 Freight and Postage	280	0	0	0
04612 Software Maintenance	78,828	17,600	17,198	22,520
04614 Hardware Maintenance	5,944	0	0	0
05175 Computer Equipment \$1,000-\$4,999.99	2,400	50,000	0	8,000
05195 Non-Capital Computer Equipment	15,970	0	2,661	0
05199 Other Non-Capital Equipment	0	0	250	0
05200 Operating Supplies	0	0	440	0
05208 Software Licenses	1,871	0	250	21,600
05211 Software Services	550	33,400	32,500	33,300
<b>Total Expenses</b>	<b>153,407</b>	<b>125,989</b>	<b>79,714</b>	<b>106,100</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	97,941	48,715	28,845	66,826
1130 Consolidated Parks	51,518	37,649	14,207	22,649
1131 Sailfish Splash Waterpark	3,549	30,575	31,704	12,975
1132 Jensen Beach Concession	0	8,250	4,559	3,250
4501 Martin County Golf Course	399	800	399	400
<b>Total Revenues</b>	<b>153,407</b>	<b>125,989</b>	<b>79,714</b>	<b>106,100</b>

**Expenditure Line Item Summation**

03101 - Infor Public Sector (IPS) Asset Mgmt final year \$7,781  
 04100 - Cable/modem for Halpatiokee Park \$1,800; Jimmy Graham Park \$1,050; Lamar Howard Park \$1,400;  
 South County ball park \$900; Phipps Park \$1,400; Countywide Telephone System \$6,349  
 04612 - IPS \$17,000; AcroPrint Pendulum \$1,200; IPS mobile - maint./support (PRD) \$4,320  
 05175 - IPS mobile - hardware (PRD) \$8,000  
 05208 - IPS mobile - software (PRD) \$21,600  
 05211 - Swim Meet Manager (SWIM MM) \$300; WhenToWork \$500; CivicRec Licenses \$32,500

**Technology Investment Plan  
Building Department**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	775,655	90,240	492,592	140,118
03405 IT Services	4,757	2,600	1,798	2,600
04200 Freight and Postage	800	0	0	0
04612 Software Maintenance	13,567	15,400	14,125	15,200
05175 Computer Equipment \$1,000-\$4,999.99	3,250	0	0	0
05195 Non-Capital Computer Equipment	17,528	0	580	0
05208 Software Licenses	17,981	0	0	0
05211 Software Services	265,814	142,567	142,567	164,643
06401 Computer Equipment	7,000	0	0	0
06800 Intangible Assets	164,581	0	0	0
<b>Total Expenses</b>	<b>1,270,933</b>	<b>250,807</b>	<b>651,663</b>	<b>322,561</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1111 Building and Permitting	1,270,933	250,807	651,663	322,561
<b>Total Revenues</b>	<b>1,270,933</b>	<b>250,807</b>	<b>651,663</b>	<b>322,561</b>

**Expenditure Line Item Summation**

03101 - Geographic Information System (GIS) infrastructure support \$20,000; Countywide Aerial Photogrammetry \$57,670; Website support \$3,000; Accela \$14,976 OnBase Phase 2 (BLD) \$44,472  
 03405 - PayPal online payment processsing for Accela ACA \$2,600  
 04612 - Oracle \$13,400; SQL Server \$1,200; ZappySYS \$600  
 05211 - ArcGIS Enterprise Software \$25,000; DLT AutoCAD \$650; Legistar \$7,000; Accela \$131,993



**Technology Investment Plan  
Growth Management**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	5,335	25,920	26,496	32,011
05195 Non-Capital Computer Equipment	5,025	0	0	3,300
05208 Software Licenses	11,559	0	0	0
05211 Software Services	25,000	92,848	92,848	96,073
<b>Total Expenses</b>	<b>46,919</b>	<b>118,768</b>	<b>119,344</b>	<b>131,384</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1110 Unincorporated MSTU	46,919	118,768	119,344	131,384
<b>Total Revenues</b>	<b>46,919</b>	<b>118,768</b>	<b>119,344</b>	<b>131,384</b>

**Expenditure Line Item Summation**

03101 - OnBase Phase 2 (GMD) \$23,947; Accela support \$8,064  
 05195 - Projector systems replacement (GMD) \$3,300  
 05211 - ArcGIS Enterprise \$25,000; Accela \$71,073

**Technology Investment Plan  
Water Quality**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
04612 Software Maintenance	9,000	0	0	0
<b>Total Expenses</b>	<b>9,000</b>			

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1140 Stormwater MSTU	9,000	0	0	0
<b>Total Revenues</b>	<b>9,000</b>			

**Expenditure Line Item Summation**

None

**Technology Investment Plan  
Public Works**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	49,964	131,160	183,457	187,082
04100 Communications	968	9,390	4,842	1,550
04200 Freight and Postage	143	0	0	0
04612 Software Maintenance	110,692	124,650	118,781	73,870
04614 Hardware Maintenance	720	775	175	775
05175 Computer Equipment \$1,000-\$4,999.99	13,478	0	0	16,000
05208 Software Licenses	55,017	0	3,788	23,280
05211 Software Services	33,090	85,871	85,961	102,212
06800 Intangible Assets	56,730	0	0	0
<b>Total Expenses</b>	<b>320,803</b>	<b>351,846</b>	<b>397,005</b>	<b>404,769</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	12,583	0	0	20,070
1110 Unincorporated MSTU	0	0	0	4,333
1140 Stormwater MSTU	23,995	28,000	28,000	37,418
1150 Countywide Road Maintenance MSTU	0	0	18,208	0
3301 Road Projects	284,225	323,846	350,797	342,948
<b>Total Revenues</b>	<b>320,803</b>	<b>351,846</b>	<b>397,005</b>	<b>404,769</b>

**Expenditure Line Item Summation**

- 03101 - Website/Intranet support \$3,000; OnBase Phase 2 (PWD) \$17,105; Infor Public Sector baseline (IPS BASE) \$15,000; IPS Current Level of Effort (CLOE) \$27,000; Accela \$5,760; IPS Asset Mgmt final year \$20,547; Countywide Aerial photogrammetry \$57,670; Geographic Information System (GIS) infrastructure support \$25,000; GIS (CLOE) \$16,000
- 04100 - Digital Subscriber Line (DSL) for Hobe Sound Bridge Tender \$550; Countywide Telephone System \$1,000; (\$7,840) Decreased to reflect actual expenditures
- 04612 - IPS mobile - maint./support (PWD-Mosquito) \$1,350; Highway capacity system \$600; AcroPrint Pendulum \$800; Traffic Controllers \$16,650; Leica Spider/LGO CCP \$3,500; IPS software maintenance \$48,000; IPS mobile - maint./support (PWD-Eco) \$540; IPS mobile - maint./support (PWD-Field & Capital) \$2,430
- 04614 - Maintenance of plotters and scanners \$775
- 05175 - IPS mobile - hardware (PWD-Mosquito) \$5,000; IPS mobile - hardware (PWD-Eco) \$2,000; IPS mobile - hardware (PWD-Field & Capital) \$9,000
- 05208 - IPS mobile - software (PWD-Mosquito) \$7,275; IPS mobile - software (PWD-Field & Capital) \$13,095; IPS mobile - software (PWD-Eco) \$2,910
- 05211 - GeoTracker (Mosquito Control Div.) \$995; ICPR v4 (Development Review Div.) \$4,333; ICPR v4 (Stormwater Div.) \$2,167; ArcGIS Enterprise \$31,000; DLT AutoCAD \$2,600; DLT Civil 3D \$8,050; Traffic Count System \$2,300; Accela \$50,767

**Technology Investment Plan  
Community Development**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05208 Software Licenses	2,996	0	0	0
05211 Software Services	500	500	500	500
<b>Total Expenses</b>	<b>3,496</b>	<b>500</b>	<b>500</b>	<b>500</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	2,996	0	0	0
62034 Community Development Administration	500	500	500	500
<b>Total Revenues</b>	<b>3,496</b>	<b>500</b>	<b>500</b>	<b>500</b>

**Expenditure Line Item Summation**

05211 - ArcGIS Community Analyst online subscription \$500

**Technology Investment Plan  
Airport**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	0	5,000	5,000	5,000
04100 Communications	0	3,720	0	0
05208 Software Licenses	3,424	0	0	0
<b>Total Expenses</b>	<b>3,424</b>	<b>8,720</b>	<b>5,000</b>	<b>5,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4300 Airport	3,424	8,720	5,000	5,000
<b>Total Revenues</b>	<b>3,424</b>	<b>8,720</b>	<b>5,000</b>	<b>5,000</b>

**Expenditure Line Item Summation**

03101 - Website/intranet support \$5,000

**Technology Investment Plan  
Utilities and Solid Waste**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	68,228	178,100	227,306	541,530
03405 IT Services	27,872	0	0	0
04100 Communications	5,344	6,300	4,867	6,300
04612 Software Maintenance	232,164	259,305	246,088	270,309
04614 Hardware Maintenance	9,643	20,330	13,254	23,800
05175 Computer Equipment \$1,000-\$4,999.99	0	0	12,562	3,000
05195 Non-Capital Computer Equipment	1,667	27,700	852	26,500
05199 Other Non-Capital Equipment	0	0	8,705	0
05208 Software Licenses	77,531	1,000	0	4,365
05211 Software Services	36,370	62,129	62,264	63,683
06401 Computer Equipment	0	14,700	0	2,500
<b>Total Expenses</b>	<b>458,818</b>	<b>569,564</b>	<b>575,898</b>	<b>941,987</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4102 Consolidated - Operating	453,945	563,516	570,850	935,523
4200 Solid Waste	4,873	6,048	5,048	6,464
<b>Total Revenues</b>	<b>458,818</b>	<b>569,564</b>	<b>575,898</b>	<b>941,987</b>

**Expenditure Line Item Summation**

- 03101 - Customer Information System (CIS) support \$80,000; Accela \$2,880; OnBase Phase 2 for the Utilities and Solid Waste Department (USD) \$8,552; Infor Public Sector (IPS) support \$21,000; Countywide Aerial Photogrammetry \$37,500; Geographic Information System (GIS) infrastructure support \$30,000; IPS Asset Mgmt final year \$11,598; CIS Billing System infrastructure and software upgrade \$350,000
- 04100 - Cable-Modem Fees \$1,050/ea. for the following: Canopy Creek Vacuum Station Comcast, North River Shores Vacuum Station, Seagate Harbor Vacuum Station, Water Plant Dixie Park, Water Plant Martin Downs Wastewater Transfer Station, and Water Plant Vista Salerno
- 04612 - Hansen Banner CIS \$65,000; COBOL Tier 2 \$6,500; Itron System \$4,700; N-Sight \$1,650; Scanner System and CAR/LAR \$2,700; Red hat COBOL support for CIS Linux servers \$3,000; Microsoft Enterprise \$38,184; IPS software maintenance \$33,000; Jantech \$2,400; Calibration \$3,000; Scada-ControlShop \$1,765; Log-Me-In \$3,125; Scada-Sytech \$500; Scada-Win911 \$1,225; Scada-Trihedral \$5,200; Scada-Rockwell \$6,650; Scada-Intellution \$36,600; FME Desktop \$1,500; iWater - infraMAP Enterprise \$1,600 Oracle \$48,400; Landfill software support \$2,800; IPS mobile - maint./support (USD) \$810
- 04614 - Itron System \$10,300; Mapping and Mobility \$1,700; Mobile Collectors \$3,400; Jantech \$8,400
- 05175 - IPS mobile - hardware (USD) \$3,000
- 05195 - Landfill \$1,000; CIS \$3,000; Plant maintenance \$12,000; Treatment \$5,000; Tech Services \$5,500;
- 05208 - IPS mobile - software (USD) \$4,365
- 05211 - Water Gems \$7,500; DLT AutoCAD \$1,300; ArcGIS Enterprise \$25,000; ArcGIS GeoEvent \$3,000 BIS Online \$500 Constant Contact \$1,000; Accela \$25,383
- 06401 - Laptop replacements \$2,500

**Technology Investment Plan  
Fire Rescue**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	89,849	31,180	26,084	30,354
03412 IT Hosting Service	10,300	10,300	10,300	10,300
04100 Communications	1,698	55,534	23,723	3,550
04612 Software Maintenance	134,890	134,850	129,876	140,340
04614 Hardware Maintenance	0	4,000	10,366	4,000
05175 Computer Equipment \$1,000-\$4,999.99	80,880	4,000	68,395	6,000
05195 Non-Capital Computer Equipment	2,500	102,500	24,174	118,500
05207 Computer Supplies	2,284	0	0	0
05208 Software Licenses	105,258	0	3,506	27,902
05211 Software Services	21,308	41,953	47,412	42,578
06400 Furniture and Equipment	0	0	70,271	0
06800 Intangible Assets	1,092	0	0	0
<b>Total Expenses</b>	<b>450,057</b>	<b>384,317</b>	<b>414,108</b>	<b>383,524</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	91,522	104,384	90,916	146,242
1120 Consolidated Fire/Ems	358,536	279,933	252,398	237,282
33120 Federal Grants/Public Safety	0	0	70,793	0
<b>Total Revenues</b>	<b>450,057</b>	<b>384,317</b>	<b>414,108</b>	<b>383,524</b>

**Expenditure Line Item Summation**

03101 - OnBase Phase 2 for the Fire Rescue Department (FRD) \$3,421; Infor Public Sector (IPS) Asset Mgmt final year \$7,781; Accela \$1,152; Northstar - GIS support \$18,000

03412 - ImageTrend hosting services \$10,300

04100 - (47,000) Decreased to reflect actual expenditures. Countywide telephone system \$2,000; Telephone system for Firestation #36 cable modem \$1,550

04612 - ImageTrent \$9,200; TeleStaff/WebStaff \$20,000; Fire Rescue Computer Aided Dispatch (CAD) System \$83,000; Priority Dispatch \$10,600; IPS Service and Maintenance Agreement (SMA) \$17,000; IPS mobile - maint./support (FRD) \$540

04614 - Public Safety Complex (PSC) computer equipment repair program - audio/visual equipment \$4,000

05175 - PSC computer equipment replacement program - servers \$4,000. IPS mobile - hardware (FRD) \$2,000

05195 - Desktop and mobile infrastructure \$102,500. EOC desktops added to the replacement program \$16,000

05208 - Additional Intergraph CAD dispatcher licenses \$24,992; IPS mobile - software (FRD) \$2,910

05211 - Handtevy \$2,575; Cummins QuickServe Online \$400; Tax Collector Software \$10,800; CivicRec \$3,000 ArcGIS Enterprise software \$8,000; Outlink \$2,650; FireWorks \$5,000 Accela \$10,153

**Technology Investment Plan  
Clerk of Circuit Court**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	16,000	0	38,578	0
04612 Software Maintenance	1,000	1,000	1,000	1,000
05208 Software Licenses	9,847	0	0	0
05211 Software Services	6,825	6,825	6,825	6,825
06800 Intangible Assets	4,000	0	0	0
<b>Total Expenses</b>	<b>37,672</b>	<b>7,825</b>	<b>46,403</b>	<b>7,825</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	37,672	7,825	46,403	7,825
<b>Total Revenues</b>	<b>37,672</b>	<b>7,825</b>	<b>46,403</b>	<b>7,825</b>

**Expenditure Line Item Summation**

04612 - Evisions software maintenance \$1,000  
05211 - Streaming and media services \$6,825



**Technology Investment Plan  
Property Appraiser**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	12,564	23,215	23,215	23,215
04612 Software Maintenance	66,127	25,282	25,282	19,548
05175 Computer Equipment \$1,000-\$4,999.99	0	0	5,373	0
05195 Non-Capital Computer Equipment	0	0	38,610	0
05208 Software Licenses	6,357	0	0	0
05211 Software Services	3,000	15,500	15,500	15,500
06800 Intangible Assets	24,182	0	0	0
09902 Budget Reserves / Capital Outlay	0	13,500	0	10,455
<b>Total Expenses</b>	<b>112,230</b>	<b>77,497</b>	<b>107,980</b>	<b>68,718</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	112,230	77,497	107,980	68,718
<b>Total Revenues</b>	<b>112,230</b>	<b>77,497</b>	<b>107,980</b>	<b>68,718</b>

**Expenditure Line Item Summation**

03101 - Website support \$23,215  
 04612 - Microsoft Enterprise Agreement \$15,096; and Adobe Acrobat Pro \$4,452  
 05211 - ArcGIS Enterprise \$15,500  
 09902 - Desktop replacement program \$10,455

**Technology Investment Plan  
Sheriff**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	0	22,575	22,575	22,575
04100 Communications	0	1,300	0	1,300
05208 Software Licenses	38,788	0	0	0
06800 Intangible Assets	17,266	0	0	0
<b>Total Expenses</b>	<b>56,054</b>	<b>23,875</b>	<b>22,575</b>	<b>23,875</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	56,054	23,875	16,575	23,875
36900 Other Miscellaneous Revenues	0	0	6,000	0
<b>Total Revenues</b>	<b>56,054</b>	<b>23,875</b>	<b>22,575</b>	<b>23,875</b>

**Expenditure Line Item Summation**

03101 - Website support \$16,575; and Sheriff's Office Request for Service (SORFS) software \$6,000  
 04100 - Security modems \$1,300

**Technology Investment Plan  
Supervisor of Elections**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	0	29,215	64,073	68,215
04100 Communications	0	1,000	0	0
06800 Intangible Assets	30,432	0	0	0
<b>Total Expenses</b>	<b>30,432</b>	<b>30,215</b>	<b>64,073</b>	<b>68,215</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	30,432	30,215	64,073	68,215
<b>Total Revenues</b>	<b>30,432</b>	<b>30,215</b>	<b>64,073</b>	<b>68,215</b>

**Expenditure Line Item Summation**

03101 - Website support \$29,215; Hosting services \$36,000; Office 365 subscription \$3,000

**Technology Investment Plan  
Constitutional Officers' Tip Maintenance**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05199 Other Non-Capital Equipment	313	0	1,932	0
06300 Improvements Other than Buildings	5,759	0	0	0
06401 Computer Equipment	0	20,000	585	20,000
<b>Total Expenses</b>	<b>6,072</b>	<b>20,000</b>	<b>2,517</b>	<b>20,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1589 \$15 Lcl Ord-Ct Facilities FS318.18	6,072	20,000	2,517	20,000
<b>Total Revenues</b>	<b>6,072</b>	<b>20,000</b>	<b>2,517</b>	<b>20,000</b>

**Expenditure Line Item Summation**

06401 - Communications equipment replacement and data network support \$20,000

**Technology Investment Plan  
Miscellaneous**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03101 Professional Services - IT	4,550	14,400	5,692	12,576
03405 IT Services	0	78,500	2,145	78,500
04000 Travel and Per Diem	0	0	672	0
04002 Travel and Per Diem/Educational	0	0	9,458	0
04100 Communications	488	22,220	0	22,220
04600 Repairs and Maintenance	0	0	156	0
04612 Software Maintenance	182,041	261,647	216,958	240,779
04614 Hardware Maintenance	1,371	3,000	568	3,000
05175 Computer Equipment \$1,000-\$4,999.99	45,123	12,000	48,070	12,000
05195 Non-Capital Computer Equipment	108,073	0	254,179	78,900
05199 Other Non-Capital Equipment	0	0	348	0
05200 Operating Supplies	33	0	0	0
05207 Computer Supplies	11,807	10,000	23,211	10,000
05208 Software Licenses	33,729	0	36	0
05211 Software Services	0	37,693	31,631	27,923
05500 Training	0	0	28,086	0
06800 Intangible Assets	2,320	0	0	0
09902 Budget Reserves / Capital Outlay	0	147,600	0	131,815
<b>Total Expenses</b>	<b>389,536</b>	<b>587,060</b>	<b>621,211</b>	<b>617,713</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	241,048	410,098	308,133	345,904
1110 Unincorporated MSTU	7,924	18,657	44,035	34,025
1111 Building and Permitting	56,985	25,056	14,706	45,573
1120 Consolidated Fire/Ems	47,334	57,734	57,533	65,824
1130 Consolidated Parks	1,698	3,598	15,574	9,717
1140 Stormwater MSTU	1,981	4,106	17,336	7,515
1150 Countywide Road Maintenance MSTU	566	1,016	2,822	1,002
3102 Other County Capital Projects	444	508	8,011	1,503
3201 Beaches	566	1,016	3,246	2,403
3301 Road Projects	22,598	51,657	129,788	62,700
4102 Consolidated - Operating	0	0	0	27,900
4300 Airport	3,864	4,836	3,036	5,631
5300 Vehicle Maintenance	2,547	4,672	11,484	4,509
62034 Community Development Administration	1,981	4,106	5,506	3,507
<b>Total Revenues</b>	<b>389,536</b>	<b>587,060</b>	<b>621,211</b>	<b>617,713</b>

**Expenditure Line Item Summation**

03101 - OnBase Phase 2 (ITS and ADM) \$9,408; Accela \$3,168  
 03405 - IT Service - Program-related Training \$78,500  
 04100 - Countywide telephone system \$22,220  
 04612 - Microsoft Enterprise \$206,608; Adobe Creative Cloud \$3,000; Adobe Acrobat Pro \$31,171  
 04614 - Replacement printers warranty \$3,000  
 05175 - Replacement of fleet printers \$12,000  
 05195 - Technology replacement program \$78,900  
 05207 - Replacement of miscellaneous non-capital computer equipment and computer accessories \$10,000  
 05211 - Accela \$27,923  
 09902 - Reserves for desktop replacement program \$131,815

**Technology Investment Plan  
Technology Infrastructure**

**Expenditures and Revenues**

Expense Classification	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
03101 Professional Services - IT	597,856	1,207,089	1,020,947	836,376
03400 Other Contractual Services	1,500	0	16,459	0
03405 IT Services	56,507	63,400	61,332	64,400
03410 Other Contractual Svcs - Staffing	0	0	3,594	0
03412 IT Hosting Service	61,267	101,865	69,921	79,225
04002 Travel and Per Diem/Educational	1,593	0	1,546	0
04100 Communications	286,778	263,508	287,539	276,508
04101 Communications- Cell Phones	31	0	0	0
04104 Communications-Data/Wireless Svcs	2,649	1,800	4,288	1,800
04200 Freight and Postage	134	0	1,760	0
04400 Rentals and Leases	35,649	35,100	40,048	40,500
04600 Repairs and Maintenance	1,549	10,000	332	10,000
04612 Software Maintenance	722,252	888,795	732,700	866,229
04614 Hardware Maintenance	493,844	839,200	685,905	865,800
05100 Office Supplies	0	0	27,912	0
05175 Computer Equipment \$1,000-\$4,999.99	112,155	50,000	70,812	50,000
05179 Other Equipment \$1,000-\$4,999.99	0	0	56,026	0
05195 Non-Capital Computer Equipment	27,610	30,000	152,197	30,000
05199 Other Non-Capital Equipment	2,884	10,000	7,403	10,000
05204 Fuel	54	0	0	0
05207 Computer Supplies	466	0	8,284	0
05208 Software Licenses	36,211	100,000	183,216	152,000
05211 Software Services	46,868	53,900	101,896	134,270
05500 Training	4,238	0	0	0
06300 Improvements Other than Buildings	39,510	0	950,514	0
06400 Furniture and Equipment	0	0	7,580	0
06401 Computer Equipment	278,033	155,000	155,787	353,271
06800 Intangible Assets	500,525	0	0	0
09902 Budget Reserves / Capital Outlay	0	58,000	0	58,000
<b>Total Expenses</b>	<b>3,310,163</b>	<b>3,867,657</b>	<b>4,647,998</b>	<b>3,828,379</b>

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	3,068,691	3,474,124	4,083,331	3,529,126
1110 Unincorporated MSTU	0	34,090	49,420	0
1111 Building and Permitting	0	19,740	44,013	0
1120 Consolidated Fire/Ems	23,127	21,560	139,314	25,000
1130 Consolidated Parks	0	0	5,749	20,000
1137 Community Broadband Network	-8,903	79,700	44,088	79,700
1140 Stormwater MSTU	0	0	4,927	0
3102 Other County Capital Projects	41,010	0	0	0
3301 Road Projects	0	73,570	103,134	0
4102 Consolidated - Operating	0	17,955	17,955	40,000
4300 Airport	0	10,780	14,065	0
62034 Community Development Administration	0	5,390	5,390	0
34900 Other Charges for Services	101,987	96,195	101,053	100,000
36200 Rents and Royalties	48,016	0	0	0
36900 Other Miscellaneous Revenues	36,235	34,553	35,560	34,553
<b>Total Revenues</b>	<b>3,310,163</b>	<b>3,867,657</b>	<b>4,647,998</b>	<b>3,828,379</b>

**Technology Investment Plan  
Technology Infrastructure**

**Expenditure Line Item Summation**

- 03101 - Infor Public Sector (IPS) Baseline (BASE) \$70,000; IPS Current Level of Effort (CLOE) \$10,000; GIS BASE \$43,000; Geographic Information System (GIS) CLOE \$10,000; Software upgrades and projects \$10,000; Consulting services for network vulnerability annual testing \$30,000; Legal consulting services for Broadband Communication issues \$2,000; Website support \$179,280; Morse Communication onsite support for Alcatel PBX \$60,424; Smarch Archiving Platform and annual licensing \$85,000; KnowB4 Security Awareness Training \$10,110; Data Center support \$65,000; Applications (EAS, DSA, etc.) \$95,685; Document Management CLOE \$12,500; Maintenance and repair services for the Community Broadband Fiber Network (CBN) \$74,200; IPS Asset Mgmt final year \$5,177; Microsoft Unified support and services \$74,000
- 03405 - PayPal Online Store Credit Card services \$1,200; Merchant account cost \$1,200; Gartner subscription services \$62,000
- 03412 - AspDotNet StoreFront Hosting service \$225; Website \$62,000; Google \$500; Cloud Storage service \$1,500; Box Enterprise \$15,000
- 04100 - ITS Communication services for Digital Subscriber Line (DSL) \$1,350; Comcast Cable Modem \$950; Florida LambdaRail internet access services \$35,484; FPL FiberNet fiber services \$67,000; ITS Telecom internet access with fiber connections (Indiantown) \$17,760; 800-MHz Radio Trunk system \$1,140; Countywide telephone system \$32,844; Long distance services \$27,000; Indiantown annex \$4,080; Telephone conferencing \$600; Centrex, 1FB & other circuits \$50,000; Long distance international \$1,800; Bellsouth repairs \$1,200; 411 charges \$300; Advertising phonebooks \$1,524; Reserved numbers \$200; and PRI circuits \$33,276
- 04104 - Sprint Wireless Air Cards for networking with laptops \$1,800
- 04400 - FEC R/R Crossing cable leases \$8,000; Tower lease at WMBX and Indiantown sites \$30,000; Tower lease at TCRCS in the City of Port St. Lucie \$2,500
- 04600 - Communication equipment and networks \$10,000
- 04612 - Infor Public Sector Service and Maintenance Agreement (IPS SMA) \$16,000; Crystal Reports Server \$7,000; Crystal Reports CAL's \$5,000; Microsoft SQL Server \$1,200; ACS-Banner FMS \$78,287; Banner WorkFlow \$3,000; AX Banner Imaging \$27,000; Evisions \$5,500; Evisions Tax Package \$1,800; NetCOBOL \$1,800; Extreme software support \$2,500; RADb Annual Subscription Service \$500; American Registry for Internet Numbers \$200; Aruba Wireless Network Controllers and Access Points \$5,000; Juniper Networks Security \$1,000; MCM Asset Management \$73,000; Genesis System \$7,500; Alcatel Evolution software service, including SW upgrade for the Private Branch Exchange (PBX) System \$62,000; Alcatel AVST Voicemail System \$14,000; Citrix Platinum Edition \$38,000; Microsoft Enterprise (Data Center) \$35,342; CYA Smart Recovery \$9,500; VMware ESX Enterprise \$55,000; What's Up Gold \$3,000; Symantec Endpoint \$14,000; Malwarebytes \$25,000; CommVault Simpana \$45,000; ProofPoint Defense \$85,000; Oracle \$158,900; Oracle Linux \$3,400; Oracle Sunfire \$4,800; NetWrix Change Reporter \$16,000; Phone Support 5 Pack \$2,000; Altiris \$5,500; AirWatch \$6,000; GroundControl \$5,000; Teamviewer \$2,000; DataBank OnBase product \$35,000; OSPInSight \$5,500
- 04614 - Extreme Equipment support \$15,000; Ruckus Equipment support \$30,000; Aruba Wireless controllers and access points \$6,000; Juniper NSG1000 Firewall \$8,500; Juniper SSG20 DSL \$3,000; Juniper SSG350 VPN \$2,000; Infrastructure board repair with advance replacement, onsite infrastructure response, and technical & dispatch service hardware support \$220,000; Radio repairs \$44,000; PSIC and conventional hardware maintenance \$44,000; UPS for radio system \$24,000; Motorola Astro P25 Audolog Recording server \$22,000; Misc. radio repair services \$40,000; Alcatel PBX countywide telephone system and fax server \$93,000; A10 Networks AX2500-010 Load Balancers Gold support \$14,000; ODA X6 \$6,100; NetApp SupportEdge Premium \$125,000; NetApp and IBM Blade Centers \$27,000; Cisco UCS \$20,000; UPS Systems at Admin Center & Public Safety Complex \$12,500; Advantage Ultra Plan Service Contract at Public Safety Complex \$30,000; Advantage Ultra Plan Service Contract at DRC \$65,000; LOCUS USA Radio Maintenance \$14,700
- 05175 - Miscellaneous network components \$10,000; Data Center hardware \$40,000
- 05195 - Miscellaneous wireless components \$10,000; Miscellaneous wireless hardware \$20,000
- 05199 - Fiber network optic components & replacements \$10,000

**Technology Investment Plan  
Technology Infrastructure**

**Expenditure Line Item Summation (cont)**

- 05208 - IPS software upgrades \$15,000; GIS software upgrades \$10,000; Data Center software licenses \$75,000; KOVA-Verient Radio System upgrade \$17,000; MCM Radio Inventory Asset Mgmt System upgrade \$35,000
- 05211 - Arc GIS Enterprise software \$12,500; Yahoo Flickr Pro \$100; Constant contract \$1,800; DigiCert Wildcard Certificate \$2,000; Archive social media and websites \$7,500; Smarsh \$51,770; NexRequest \$33,600; Streaming and media services \$25,000
- 06401 - Replacement for networks' fiber switches, routers and components \$205,000; Data Center hardware \$120,000; Battery replacement for UPS units \$28,271;
- 09902 - Reserves for the telephone equipment replacement program \$58,000



**Utilities & Solid Waste**

<b>Utilities &amp; Solid Waste Program Chart</b> Total Full-Time Equivalents (FTE) = 123.00
--

<b>Administration</b> Total Full Time Equivalents (FTE) = 8.8
<b>Transfer Station Operations</b> Total Full Time Equivalents (FTE) = 7.59
<b>Pump Out Boat</b> Total Full Time Equivalents (FTE) = 1
<b>Construction and Debris</b> Total Full Time Equivalents (FTE) = 7.98
<b>Technical Services</b> Total Full Time Equivalents (FTE) = 11.7
<b>Customer Service</b> Total Full Time Equivalents (FTE) = 12
<b>Maintenance/Water</b> Total Full Time Equivalents (FTE) = 21.4
<b>Maintenance/Sewer</b> Total Full Time Equivalents (FTE) = 20.6
<b>Treatment/Water</b> Total Full Time Equivalents (FTE) = 15
<b>Treatment/Sewer</b> Total Full Time Equivalents (FTE) = 13
<b>Long-Term Care</b> Total Full Time Equivalents (FTE) = 1.93
<b>Renewal &amp; Replacement</b> Total Full Time Equivalents (FTE) = 0
<b>Water/Sewer Assessment Impr.</b> Total Full Time Equivalents (FTE) = 0
<b>Hazardous Waste</b> Total Full Time Equivalents (FTE) = 2

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
Total FTE	116.00	121.00	123.00	2.00	2 %
Total Budget Dollars	40,061,784	44,915,962	46,180,840	1,264,878	2.82 %

**Utilities & Solid Waste**

**Introduction**

Provide safe and reliable supply of drinking water, proper wastewater collection for all utility customers, and protect the environment in Martin County by providing effective and efficient collection, recycling and disposal of solid waste.

**Key Issues and Trends**

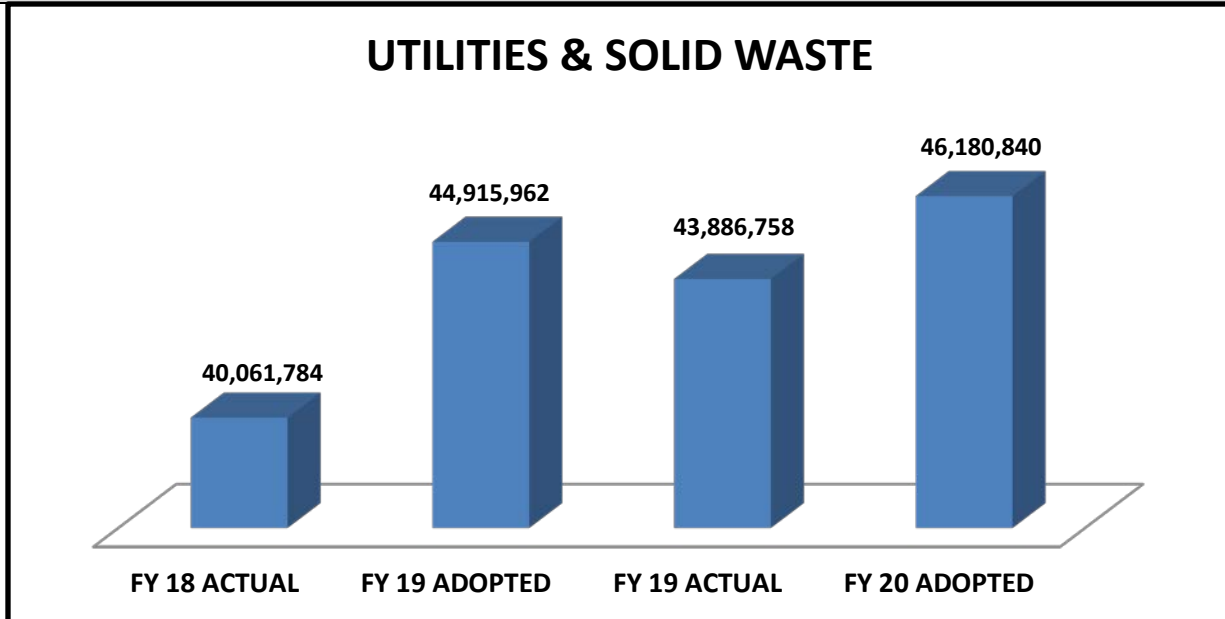
The Utilities & Solid Waste Department (the Department) continues process optimization through the regionalization of the County's water and wastewater facilities and the transfer of solid waste to the Solid Waste Authority's waste-to-energy facility.

During the fiscal year the department will:

- Manage consulting contracts to provide required oversight to ensure compliance with Board-adopted policy and direction;
- Implement approved Con Edison Solutions Company/BCR Environmental Group contract to remain within established budgets and time frames as may be amended;
- Ensure compliance with all applicable regulatory agencies 98% of the time;
- Maintain a minimum of 1.5 debt service coverage for Utility indebtedness.

**Program Summary**

Program	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
Administration	3,382,369	3,174,343	3,119,936	3,252,520
Transfer Station Operations	14,486,947	15,537,099	14,612,614	16,302,783
Pump Out Boat	78,454	103,829	95,156	106,068
Construction and Debris	4,634,292	4,961,297	4,822,092	5,215,451
Technical Services	1,272,116	1,373,939	1,197,969	1,374,463
Customer Service	1,361,643	1,450,585	1,297,698	1,288,954
Maintenance - Water	2,935,341	2,879,345	2,866,819	3,515,127
Maintenance - Sewer	3,958,449	4,242,902	3,609,115	4,262,022
Treatment/Water	3,374,726	4,228,487	3,534,678	4,316,249
Treatment/Sewer	3,079,276	4,136,419	3,151,844	4,218,823
Long-Term Care	588,320	1,171,581	776,884	1,171,204
Renewal & Replacement	78,219	1,245,000	102,399	739,000
Water/Sewer Assessment Impr.	509,438	0	4,343,286	0
Hazardous Waste	322,194	411,136	356,268	418,176
<b>Total Expenses</b>	<b>40,061,784</b>	<b>44,915,962</b>	<b>43,886,758</b>	<b>46,180,840</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	5,401,726	5,845,166	5,781,382	6,069,466
01202 PTO Payout	80,046	0	67,330	8,000
01203 Standby Pay	126,805	127,676	117,635	127,676
01300 Other Salaries	0	7,540	9,218	7,766
01400 Overtime	334,178	321,850	332,621	325,000
01501 Cell Phone Stipend	15,669	16,199	18,037	18,362
01504 Class C Meal Reimbursement	920	0	882	0
02101 FICA	345,679	390,743	368,297	404,860
02102 Medicare	81,071	91,390	86,134	94,690
02200 Retirement Contributions	513,815	543,282	578,478	608,436
02201 Pension Expense Npl Adjust	462,270	0	0	0
02300 Life and Health Insurance	1,464,829	1,659,616	1,490,454	1,652,206
02610 Other Postemployment Benefits	-54,274	59,214	50,562	61,765
03100 Professional Services	769,028	1,100,300	826,598	1,027,000
03103 Prof Serv-Outside Counsel-Non-Lit	21,584	16,000	64,941	16,075
03400 Other Contractual Services	15,839,439	16,702,429	14,987,341	17,512,916
03401 Sludge Removal	857,816	1,250,000	632,575	1,250,000
03402 Bulk Water and Sewer Purchases	58,661	57,895	58,661	57,895
03403 Tax Collector Commissions & Fees	281,633	281,100	282,602	285,100
03404 Janitorial Services	25,546	19,800	20,893	33,800
03407 Transfer Station Disposal Cost	4,469,866	4,628,807	4,451,576	4,825,559
03409 Mowing & Landscaping Services	112,665	217,500	110,868	242,500
03410 Other Contractual Svcs - Staffing	446,540	502,810	585,334	744,550
03411 Landfill Closure Cost	-354,446	0	0	0
04000 Travel and Per Diem	24	4,720	140	4,720
04001 Travel and Per Diem/Mandatory	0	5,000	0	6,500
04002 Travel and Per Diem/Educational	3,776	24,780	9,883	26,280
04100 Communications	40,212	69,015	19,945	80,505
04101 Communications- Cell Phones	24,175	39,075	21,561	39,475
04104 Communications-Data/Wireless Svc	32,922	15,856	53,758	16,128
04200 Freight and Postage	160,790	175,890	188,609	168,890
04300 Utility Services	347	600	375	600
04301 Electricity	1,884,868	2,263,650	1,870,839	2,262,532
04303 Water/Sewer Services	0	115	0	6,115
04304 Garbage/Solid Waste Services	13,015	15,000	13,189	15,000
04400 Rentals and Leases	191,933	206,721	123,476	48,985
04401 Rentals and Leases/Pool Vehicles	0	0	30	0
04402 Rentals and Leases/Copier Leases	29,081	32,600	29,489	34,800
04600 Repairs and Maintenance	1,486,727	1,269,116	1,539,823	1,387,349
04603 Lift Station Repair and Maintenance	124,143	334,200	207,771	334,200
04604 Manholes Repair and Maintenance	116,163	100,000	0	100,000
04610 Vehicle Repair and Maintenance	387,818	441,550	411,759	487,970
04611 Building Repair and Maintenance	82,576	250,000	123,576	319,500
04614 Hardware Maintenance	228	0	287	300
04700 Printing and Binding	6,644	36,600	10,489	34,600
04800 Promotional Activities	0	2,000	705	2,000
04900 Other Current Charges	60,403	55,582	41,568	54,582
04901 Indirect Costs	1,760,919	1,760,919	1,760,919	1,760,585
05100 Office Supplies	15,954	43,330	19,957	43,330
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,200	0
05179 Other Equipment \$1000-\$4999.99	0	0	123,776	14,000

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
05195 Non-Capital Computer Equipment	4,223	0	2,987	59,415
05199 Other Non-Capital Equipment	22,342	92,935	59,584	89,435
05200 Operating Supplies	333,958	356,270	411,297	412,741
05201 Chemicals	928,737	1,105,650	951,686	1,105,650
05203 New Service Water Meters	123,677	195,000	178,986	130,000
05204 Fuel	310,335	428,350	323,519	434,100
05205 Electrical Supplies	102,844	92,690	69,061	92,500
05208 Software Licenses	3,501	2,790	0	3,130
05209 Landscape Materials	0	2,000	0	2,000
05300 Road Materials and Supplies	17,358	117,000	38,396	127,000
05400 Publications and Memberships	8,735	11,596	8,476	11,596
05402 Publications/Subscriptions	992	4,575	1,617	4,575
05500 Training	23,565	55,470	38,958	56,130
06200 Buildings	345,303	0	1,145,206	0
06300 Improvements Other Than Buildings	110,935	827,500	2,889,810	460,000
06301 Improve Other Than Bldgs Prof Serv	712	0	271,632	0
06302 Improve Other Than Bldgs-Misc Cost	780	0	0	0
06400 Furniture and Equipment	0	303,000	0	278,000
06401 Computer Equipment	0	0	0	0
06402 Vehicles /Rolling Stock/Equip>\$30k	0	335,500	0	292,000
09100 Interfund Transfers	1	0	0	0
<b>Total Expenses</b>	<b>40,061,784</b>	<b>44,915,962</b>	<b>43,886,758</b>	<b>46,180,840</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
13411 Water Restoration Protection	-698,657	0	0	0
3102 Other County Capital Projects	5,994	15,320	7,673	15,320
3610 North River Shores MSBU Ph 2	457,730	0	3,936,328	0
4102 Consolidated - Operating	18,360,838	20,440,327	17,777,609	21,170,884
4103 Consolidated Water - CFC	0	150,000	0	0
4104 Consolidated Sewer - CFC	0	100,000	0	0
4105 Consolidated R & R	78,219	995,000	102,399	739,000
4200 Solid Waste	21,159,003	23,215,315	21,692,429	24,255,636
38930 Grants & Donations - State	698,657	0	370,321	0
<b>Total Revenues</b>	<b>40,061,784</b>	<b>44,915,962</b>	<b>43,886,758</b>	<b>46,180,840</b>

**Utilities & Solid Waste Department  
Administration**

**Mission Statement**

The mission of the Administration Division is to provide top level leadership and professional management of the utilities system's performance and operations, as well as long-range business planning and facilities to meet both the expectations and level of service requirements of the existing and future residents of Martin County.

**Services Provided**

- Management and monitoring of programs
- Personnel development
- Policy development and monitoring
- Administrative support
- Public relations

**Goals and Objectives**

- Provide leadership, strategic planning, and fiscal stewardship for the business center.
- Ensure proper interdepartmental liaison activities are performed in accordance with established County policies and procedures.
- Ensure the department meets the required/adopted LOS.
- Integrate the use of new technology and work procedures to increase services and staff productivity.
- Maintain positive employee relations.
- Provide accurate information in a timely manner to the public, developers, and engineers regarding the County's infrastructure.
- Provide better customer service by minimizing complaints and abandoned calls.

**Benchmarks**

- The industry standard for percentage of abandoned calls out of total inbound calls is 11.3%. The percentage of abandoned calls for Martin County is 5% when fully staffed.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Revenue Generation	\$	6.72	5.50	4.36	5.50
Abandoned (dropped) Calls	%	5.00	11.00	3.00	11.00
Customer Complaints	#	4.80	2.50	1.00	2.50

**Outcomes**

Meet the established goals of providing quality service to the customers through outstanding management and leadership, and long-range planning by improving business unit processes and workflows to maximize available resources.

**Utilities & Solid Waste Department  
Administration**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Hydrogeologist/Water Resources		1
Administrative Specialist II	2.5	2.5
Environmental Specialist	.5	.3
Chief Project Manager		1
Executive Aide	1	1
Utilities Deputy Director	1	
Solid Waste Administrator	1	1
Senior Project Manager	1	
Technical Serv Administrator	.1	
Hydrogeologist	1	
Util. & Solid Waste Director	1	1
Project Manager		1
<b>Total FTE</b>	<b>9.1</b>	<b>8.8</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Administration**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	476,270	615,416	605,011	628,748
01202 PTO Payout	13,202	0	3,871	8,000
01400 Overtime	0	0	114	0
01501 Cell Phone Stipend	694	948	1,796	2,125
01504 Class C Meal Reimbursement	0	0	44	0
02101 FICA	30,874	38,156	36,158	38,983
02102 Medicare	7,448	8,925	8,456	9,117
02200 Retirement Contributions	58,556	50,834	76,718	80,521
02201 Pension Expense Npl Adjust	462,270	0	0	0
02300 Life and Health Insurance	92,054	120,624	106,649	117,971
02610 Other Postemployment Benefits	-54,274	59,214	50,562	61,765
03100 Professional Services	99,761	86,800	49,059	85,000
03103 Prof Serv-Outside Counsel-Non-Lit	21,584	16,000	26,155	16,075
03400 Other Contractual Services	35,119	27,185	28,878	27,420
03403 Tax Collector Commissions & Fees	281,633	281,000	282,602	285,000
03404 Janitorial Services	0	0	2,739	4,930
04000 Travel and Per Diem	0	300	0	300
04002 Travel and Per Diem/Educational	1,329	4,900	2,307	4,900
04100 Communications	2,296	2,645	377	2,645
04101 Communications- Cell Phones	1,884	2,760	1,656	2,760
04104 Communications-Data/Wireless Svc	180	0	470	672
04200 Freight and Postage	2,604	2,900	247	2,900
04301 Electricity	4,901	4,352	1,471	4,590
04303 Water/Sewer Services	0	0	0	2,040
04400 Rentals and Leases	48,958	49,726	32,478	2,197
04402 Rentals and Leases/Copier Leases	1,957	1,890	1,883	2,380
04600 Repairs and Maintenance	3,632	454	476	521
04610 Vehicle Repair and Maintenance	1,517	500	1,643	2,000
04611 Building Repair and Maintenance	378	1,500	3,318	1,500
04614 Hardware Maintenance	228	0	0	0
04700 Printing and Binding	141	700	1,055	700
04900 Other Current Charges	12,163	12,020	10,552	12,020
04901 Indirect Costs	1,760,919	1,760,919	1,760,919	1,760,585
05100 Office Supplies	1,060	3,570	5,675	3,570
05195 Non-Capital Computer Equipment	1,461	0	1,167	59,415
05199 Other Non-Capital Equipment	1,580	5,585	4,305	5,585
05200 Operating Supplies	1,164	2,415	2,975	2,730
05204 Fuel	594	1,250	1,172	2,000
05208 Software Licenses	109	110	0	110
05400 Publications and Memberships	5,683	5,910	5,514	5,910
05402 Publications/Subscriptions	745	825	0	825
05500 Training	1,695	4,010	1,465	4,010
09100 Interfund Transfers	1	0	0	0
<b>Total Expenses</b>	<b>3,382,369</b>	<b>3,174,343</b>	<b>3,119,936</b>	<b>3,252,520</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4102 Consolidated - Operating	2,333,574	2,143,970	2,090,521	2,210,566
4200 Solid Waste	1,048,796	1,030,373	1,029,415	1,041,954
<b>Total Revenues</b>	<b>3,382,369</b>	<b>3,174,343</b>	<b>3,119,936</b>	<b>3,252,520</b>

**Utilities & Solid Waste Department  
Administration**

**Accounts of Interest**

02610 - Budget is based on indirect cost study.

03100 - \$40,000 financial/rate consulting; \$15,000 monitoring of well abandonment; \$30,000 for the solid waste disposal agreement negotiations and related solid waste matters. Change in this account is due to decreased due to financial services/consulting related to the septic to sewer conversion program completed.

03103 - Legal services for franchise agreements and utility matters.

03400 - \$23,000 mailing of garbage assessment notices; \$870 carpet cleaning; \$3,380 courier service; miscellaneous \$170.

03403 - Fees paid to Tax Collector for assessment collections.

03404 - New expense: Administration's share of janitorial services in the new office.

04104 - New expense: data plans for Ipads.

04301 - Increase due to changes in the proportionate share of office expenses.

04303 - New expense: water/sewer bills for the new office location.

04400 - Decrease due to a move from rental office to own building.

04402 - Increase due to higher proportionate share of office expenses.

04600 - Increase due to higher proportionate share of office expenses.

04610 - Increase due to higher level of vehicle use from the new office location.

04901 - Change in this account is based on the bi-annual indirect cost study.

05195 - Increase is due to cyclical replacement of desktop computers every four years. \$59,415 is an estimated cost of desktops for the entire Department that will be allocated to divisions upon delivery.

05200 - Increase due to move to a new office location.

05204 - Increase to higher level of vehicle use due to new office location.

**Significant Changes**

There are no significant program changes.



**Utilities & Solid Waste Department  
Transfer Station Operations**

**Mission Statement**

Provide a high level of cost-effective recycling and disposal services to protect the health and well-being of the residents of the service area.

**Services Provided**

- Recycling administration
- Residential garbage collection
- Transfer Station operations

**Goals and Objectives**

- Provide a cost-effective means of handling MSW (municipal solid waste) and recycling through the Transfer Station.

**Benchmarks**

- Meet the established annual goal of 22 tons per load for MSW transfer trailer loads (legal weight is 23 tons).

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Materials Recycled-Avg Mo	\$	47,855.00	55,000.00	48,669.00	55,000.00
Waste Processed-Avg Mo.	#	10,263.00	12,000.00	10,128.00	12,000.00
Recycled-Effectiveness	%	12.00	15.00	12.00	15.00
Materials Recycled - Mo	#	1,364.00	2,000.00	1,387.00	2,000.00

**Outcomes**

All solid waste facility recycling and disposal services will be provided in a safe, reliable, and economical manner with negligible impacts to the residents and natural resources.

**Staffing Summary**

Job Title	FY2019	FY2020
Solid Waste Lead Mechanic		.25
Transfer Station Op Manager		.5
Scale Technician	1	1
Transfer Operations Supervisor	.5	
Scale House Supervisor	.5	.5
Solid Waste Manager		.34
Superintendent	.5	
Equipment Operator IV	1	1
Landfill Maintenance Worker	.25	
Administrative Specialist II	.25	.25
Equipment Operator III	2	2
Utilities & SW Maintenance Worker		.25
Equipment Operator II	1	1
Assistant Superintendent	.34	
Utilities/Solid Waste Mechanic	.25	
Transfer Station Op Supervisor		.5
<b>Total FTE</b>	<b>7.59</b>	<b>7.59</b>

**Equipment Expenditures**

Replacement vehicle for 2012 GMC Terrain asset 57394  
 32,000.00 x 1 = 32,000.00 Replacement

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Transfer Station Operations**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	197,482	305,466	242,220	302,630
01202 PTO Payout	1,439	0	2,458	0
01203 Standby Pay	1,864	0	998	0
01400 Overtime	21,898	21,500	17,574	21,500
01501 Cell Phone Stipend	357	403	408	403
01504 Class C Meal Reimbursement	0	0	29	0
02101 FICA	12,738	20,272	14,801	20,097
02102 Medicare	2,979	4,741	3,462	4,700
02200 Retirement Contributions	18,084	27,008	22,733	27,454
02300 Life and Health Insurance	68,646	115,892	83,009	102,970
03100 Professional Services	980	30,000	23,530	30,000
03400 Other Contractual Services	9,348,939	9,908,294	9,509,312	10,460,854
03404 Janitorial Services	21,938	10,000	8,450	10,000
03407 Transfer Station Disposal Cost	4,469,866	4,628,807	4,451,576	4,825,559
03410 Other Contractual Svcs - Staffing	2,335	0	44,745	36,000
04001 Travel and Per Diem/Mandatory	0	500	0	1,000
04002 Travel and Per Diem/Educational	0	1,000	1,432	1,500
04100 Communications	1,307	2,000	1,324	2,000
04101 Communications- Cell Phones	771	1,000	1,656	1,000
04104 Communications-Data/Wireless Svc	511	1,456	820	1,056
04200 Freight and Postage	6,043	7,500	484	7,500
04301 Electricity	16,423	16,450	14,819	16,450
04304 Garbage/Solid Waste Services	5	0	0	0
04400 Rentals and Leases	2,488	5,000	0	5,000
04600 Repairs and Maintenance	46,171	50,535	27,712	68,535
04610 Vehicle Repair and Maintenance	79,297	111,200	70,106	121,000
04611 Building Repair and Maintenance	55,834	65,500	8,042	85,000
04700 Printing and Binding	603	15,000	0	15,000
04900 Other Current Charges	9,974	15,000	1,670	15,000
05100 Office Supplies	2,321	4,000	727	4,000
05179 Other Equipment \$1000-\$4999.99	0	0	9,450	0
05195 Non-Capital Computer Equipment	0	0	720	0
05199 Other Non-Capital Equipment	4,843	11,000	416	3,500
05200 Operating Supplies	11,486	20,000	9,407	20,000
05201 Chemicals	0	1,500	0	1,500
05204 Fuel	73,657	50,000	35,367	50,000
05205 Electrical Supplies	0	1,500	0	1,500
05400 Publications and Memberships	0	75	150	75
05500 Training	5,667	7,500	3,008	8,000
06300 Improvements Other Than Buildings	0	70,000	0	0
06402 Vehicles /Rolling Stock/Equip>\$30k	0	7,000	0	32,000
<b>Total Expenses</b>	<b>14,486,947</b>	<b>15,537,099</b>	<b>14,612,614</b>	<b>16,302,783</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
<b>Revenue Source</b>				
4200 Solid Waste	14,486,947	15,537,099	14,612,614	16,302,783
<b>Total Revenues</b>	<b>14,486,947</b>	<b>15,537,099</b>	<b>14,612,614</b>	<b>16,302,783</b>

**Utilities & Solid Waste Department  
Transfer Station Operations**

**Accounts of Interest**

- 03100 - Professional, engineering, and legal review services for hauling and disposal agreements.
- 03400 - Garbage collection \$9,416,077; recycling collection \$413,712; promotion of solid waste programs \$10,000; pest control services \$12,000; uniform services \$3,000; water cooler \$1,000; fire system monitoring \$27,000, credit card fees \$36,000; courier service \$2,500; security at landfill \$30,000; Keep Martin Beautiful for litter control in Martin County \$60,000; leachate disposal \$10,000; franchise fees \$439,565. The increase is due to a higher number of homes with garbage collection and the tonnage collected.
- 03404 - Janitorial services for scale house and other buildings.
- 03407 - The cost of disposal of waste from the Transfer Station. Increase is consistent with the additional tonnages of waste materials collected from homes in the service area.
- 03410 - Increase due to reallocated temporary labor from Contracted Services account 03400.
- 04001 - Increase due to additional training plans.
- 04002 - Increase due to additional training plans.
- 04104 - Decrease is due to adjustment to actual level of expenses for this line item.
- 04600 - Increase is due to periodical maintenance of scales.
- 04610 - Increase is for services and repairs of large tires for equipment as well as the equipment.
- 04611 - Increase due to scheduled metal siding repairs.
- 05199 - Decrease due to one-time items purchases in the prior year.
- 05500 - Increase is due to need for additional training.
- 06300 - Decrease due to one-time improvements in the prior year.
- 06402 - Change in this account is due to one-time purchase of field vehicle in the prior year and a purchase of a replacement truck in the budgeted year, a replacement vehicle for 2012 GMC Terrain asset #00057394.

**Significant Changes**

There are no significant program changes.

**Utilities & Solid Waste Department  
Pump Out Boat**

**Mission Statement**

Provide sewage removal from vessels within Martin County waterways in a safe and responsible manner supporting the efforts of the Clean River Initiative.

**Services Provided**

- Vessel waste removal
- On-site waterway service
- Safe disposal of waste

**Goals and Objectives**

- Provide waste removal service in a cost-effective manner.
- Provide waste removal service at convenient times for boat owners of Martin County.
- Provide waste disposal service in a safe and reliable manner.

**Benchmarks**

Martin County is currently looking at similar operations to be used for benchmarking.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Annual Gallons Pumped Out	#	169,930.00	62,000.00	111,469.00	62,000.00
Annual # of Boats Pumped Out	#	4,047.00	2,200.00	2,627.00	2,200.00

**Outcomes**

Meet the established objective of providing a safe and economical waste pickup and disposal service to the boat owners using the Martin County Waterways.

**Staffing Summary**

Job Title	FY2019	FY2020
Pump Out Boat Operator	1	1
<b>Total FTE</b>	<b>1</b>	<b>1</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Pump Out Boat**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	38,563	35,440	37,342	36,751
01300 Other Salaries	0	7,540	9,218	7,766
01400 Overtime	1,227	0	1,352	0
02101 FICA	2,078	2,665	2,724	2,761
02102 Medicare	486	624	637	646
02200 Retirement Contributions	2,991	2,927	3,218	3,113
02300 Life and Health Insurance	15,908	15,911	15,771	15,909
03400 Other Contractual Services	11	0	0	0
03410 Other Contractual Svcs - Staffing	58	10,000	0	10,000
04101 Communications- Cell Phones	731	400	328	800
04104 Communications-Data/Wireless Svc	0	0	33	0
04200 Freight and Postage	0	0	25	0
04400 Rentals and Leases	2,948	3,600	3,216	3,600
04600 Repairs and Maintenance	2,957	9,500	13,132	9,500
04700 Printing and Binding	0	300	0	300
04900 Other Current Charges	0	12	0	12
05100 Office Supplies	0	300	0	300
05195 Non-Capital Computer Equipment	530	0	0	0
05199 Other Non-Capital Equipment	0	300	259	300
05200 Operating Supplies	3,907	5,700	803	5,700
05204 Fuel	5,950	8,500	7,099	8,500
05208 Software Licenses	109	110	0	110
<b>Total Expenses</b>	<b>78,454</b>	<b>103,829</b>	<b>95,156</b>	<b>106,068</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4200 Solid Waste	78,454	103,829	95,156	106,068
<b>Total Revenues</b>	<b>78,454</b>	<b>103,829</b>	<b>95,156</b>	<b>106,068</b>

**Accounts of Interest**

03410 - This budget covers temporary help during the months of November through March for the boat operation.  
04101 - Increase due to adjustment to actual expense for cell phone usage.

**Significant Changes**

There are no significant program changes.

**Utilities & Solid Waste Department  
Construction and Debris**

**Mission Statement**

Provide a safe, cost-effective transfer and disposal service to the residents and commercial businesses of Martin County.

**Services Provided**

- Construction and demolition debris processing
- Yard debris mulching and recycling
- White goods recycling
- Tire recycling

**Goals and Objectives**

- To be competitive in providing vegetative recycling services within federal, state, and local rules and laws.
- To reduce waste disposal by maximizing landfill recycling and reuse programs of construction and demolition, special waste, vegetation, clean concrete, metal, cardboard, etc.

**Benchmarks**

The Martin County Solid Waste Recovery Program diverts 25% of Class III wastes (construction and demolition, special wastes, vegetation, clean concrete, metal, cardboard, etc.) into recycling and reuse. The Florida State standard requirement for Class III recycling and reuse is 15%.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
C&D Waste Processed - Mo. Avg	#	9,118.00	16,000.00	8,802.00	16,000.00
C & D Materials Recycled - Mo	#	7,337.00	6,200.00	8,680.00	6,200.00
C&D Materials % Recycled	%	80.00	75.00	99.00	75.00

**Outcomes**

All solid waste facility recycling and disposal services will be provided in a safe, reliable, and economical manner with negligible impacts to the residents and natural resources.

**Utilities & Solid Waste Department  
Construction and Debris**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Administrative Specialist II	.15	.15
Transfer Station Op Manager		.5
Assistant Superintendent	.33	
Scale Technician	1	1
Landfill Maintenance Worker	.5	
Solid Waste Manager		.33
Transfer Operations Supervisor	.5	
Scale House Supervisor	.5	.5
Solid Waste Lead Mechanic		.5
Superintendent	.5	
Equipment Operator III	1	1
Utilities/Solid Waste Mechanic	.5	
Equipment Operator II	1	1
Equipment Operator IV	2	2
Utilities & SW Maintenance Worker		.5
Transfer Station Op Supervisor		.5
<b>Total FTE</b>	<b>7.98</b>	<b>7.98</b>

**Equipment Expenditures**

Gator for Construction & Debris  
12,000.00      x 1      = 12,000.00      New

Rolloff Containers  
5,000.00      x 2      = 10,000.00      New

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Construction and Debris**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	254,012	337,594	282,088	337,557
01202 PTO Payout	1,432	0	5,217	0
01203 Standby Pay	3,045	0	998	0
01400 Overtime	18,659	22,000	23,652	21,500
01501 Cell Phone Stipend	352	398	408	399
01504 Class C Meal Reimbursement	0	0	28	0
02101 FICA	15,328	22,295	17,999	22,262
02102 Medicare	3,585	5,215	4,209	5,207
02200 Retirement Contributions	21,326	29,703	28,258	33,559
02300 Life and Health Insurance	66,907	106,187	70,179	93,242
03100 Professional Services	0	0	7,795	0
03103 Prof Serv-Outside Counsel-Non-Lit	0	0	38,786	0
03400 Other Contractual Services	4,152,545	4,009,600	4,110,571	4,259,750
03404 Janitorial Services	0	3,000	0	3,000
03410 Other Contractual Svcs - Staffing	8,901	12,000	8,625	17,000
04001 Travel and Per Diem/Mandatory	0	500	0	1,500
04002 Travel and Per Diem/Educational	0	1,000	0	2,000
04100 Communications	562	1,000	569	1,000
04101 Communications- Cell Phones	142	1,000	0	1,000
04200 Freight and Postage	300	1,000	0	1,000
04301 Electricity	13,100	21,630	7,088	21,000
04400 Rentals and Leases	4,169	5,000	713	5,000
04402 Rentals and Leases/Copier Leases	1,509	1,600	1,778	1,600
04600 Repairs and Maintenance	6,630	65,000	28,616	62,000
04610 Vehicle Repair and Maintenance	48,132	119,500	83,626	121,500
04611 Building Repair and Maintenance	6,267	50,000	50,000	50,000
04700 Printing and Binding	106	5,000	0	5,000
04900 Other Current Charges	0	1,000	0	0
05100 Office Supplies	630	1,000	0	1,000
05199 Other Non-Capital Equipment	834	5,200	0	5,200
05200 Operating Supplies	4,430	8,300	5,967	7,600
05201 Chemicals	1,169	2,000	713	2,000
05204 Fuel	220	65,000	44,208	65,000
05205 Electrical Supplies	0	10,000	0	10,000
05300 Road Materials and Supplies	0	35,000	0	30,000
05400 Publications and Memberships	0	75	0	75
05500 Training	0	6,500	0	6,500
06400 Furniture and Equipment	0	0	0	22,000
06402 Vehicles /Rolling Stock/Equip>\$30k	0	7,000	0	0
<b>Total Expenses</b>	<b>4,634,292</b>	<b>4,961,297</b>	<b>4,822,092</b>	<b>5,215,451</b>
<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4200 Solid Waste	4,634,292	4,961,297	4,822,092	5,215,451
<b>Total Revenues</b>	<b>4,634,292</b>	<b>4,961,297</b>	<b>4,822,092</b>	<b>5,215,451</b>



**Utilities & Solid Waste Department  
Construction and Debris**

**Accounts of Interest**

- 03400 - Recycling of construction & demolition material \$2,386,200; grinding/recycling of yard waste \$1,822,450; security contract at transfer station \$2,500; disposal of tires \$40,000; pest control services \$2,500; uniform services \$1,100; promoting recycling \$5,000. The increase is due to the volume of construction and demolition processing.
- 03404 - Cleaning services at landfill facilities.
- 03410 - Temporary staffing in the C&D Facility. Increase due to higher tonnages of incoming construction materials and debris.
- 04001 - Increase due to additional training needs.
- 04002 - Increase due to additional training needs.
- 04900 - Decrease due to one-time expenses in prior years.
- 05200 - Decrease due to adjustment to actual levels of spending from this account.
- 05300 - Decrease is for the materials needed for asphalt repairs in the C&D area.
- 06400 - \$12,000 Gator for Construction and Debris and \$10,000 for two rolloff containers.
- 06402 - Decrease due to one-time purchase of a site utility vehicle in the prior year.

**Significant Changes**

There are no significant program changes.

**Utilities & Solid Waste Department  
Technical Services**

**Mission Statement**

Provide top level professional technical support to the Utilities/Solid Waste Department projects to assure a coordinated and effective effort that will result in a sustained, efficient and enhanced utility system.

**Services Provided**

- Construction administration and inspection
- Fixed assets maintenance system
- Facilities planning and design
- Environmental compliance
- Development review
- Cross connection / backflow control
- Road Department remediation site monitoring

**Goals and Objectives**

- Provide a timely review of development projects to assure compliance with the County's Comprehensive Plan, and applicable federal, state, and local codes and ordinances
- Complete the small quantity generator inspections as required by the State of Florida
- Complete the on-site inspections and requirements of the well field protection ordinance

**Benchmarks**

- Hillsborough County Engineering & Construction staff meets substantial completion within 60 days 80% of the time. Martin County Utilities & Solid Waste staff meets substantial completion within 60 days greater than 90% of the time.
- Fort Lauderdale Public Services Department provides administrative support and construction management services at the rate of 2.63 projects per person per year. Martin County Utilities and Solid Waste staff provides administrative support and construction management services at the rate of 7.5 projects per person per year.
- Fort Lauderdale Public Services Department provides construction management services for projects designed by consultants at the rate of \$800,000 in project costs per person per year. Martin County Utilities & Solid Waste staff provides construction management services for projects designed by consultants at the rate of \$2,750,000 in project costs per person per year.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Development Review - Reliability	%	90.00	95.00	58.00	95.00
SQG - Inspection Effectiveness	%	22.00	20.00	9.00	20.00
Development Review Compl.	%	42.00	40.00	35.00	40.00
SQG Business - Inspections	#	185.00	190.00	78.00	190.00
Wellfield Protection - Inspections	#	22.00	40.00	23.00	40.00

**Outcomes**

Meet the established goal of efficient technical support of Utilities & Solid Waste Department's construction, development review, and Capital Improvement Programs.

**Utilities & Solid Waste Department  
Technical Services**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Data Processing Coordinator	1	1
Senior Project Manager		1
Development Review Coordinator	1	1
Project Manager	2	1
Construction Inspector	2	2
Administrative Specialist II	1	1
Environmental Specialist	.5	.7
Planner	1	1
Project Engineer	1	1
Technical Serv Administrator	.9	1
GIS Specialist	1	1
<b>Total FTE</b>	<b>11.4</b>	<b>11.7</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Technical Services**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	694,449	692,609	718,442	738,264
01202 PTO Payout	8,549	0	8,967	0
01400 Overtime	3,605	5,000	1,099	5,000
01501 Cell Phone Stipend	672	672	839	816
01504 Class C Meal Reimbursement	0	0	29	0
02101 FICA	41,418	43,252	43,107	46,083
02102 Medicare	9,686	10,116	10,081	10,778
02200 Retirement Contributions	62,320	64,183	63,995	66,810
02300 Life and Health Insurance	144,072	147,419	134,129	140,468
03100 Professional Services	168,308	199,000	86,470	199,000
03400 Other Contractual Services	17,663	52,802	12,011	53,160
03403 Tax Collector Commissions & Fees	0	100	0	100
03404 Janitorial Services	0	0	2,474	4,495
03410 Other Contractual Svcs - Staffing	0	10,000	0	10,000
04000 Travel and Per Diem	0	570	0	570
04002 Travel and Per Diem/Educational	397	3,915	864	3,915
04100 Communications	2,774	3,160	0	3,160
04101 Communications- Cell Phones	2,310	1,365	2,229	1,365
04104 Communications-Data/Wireless Svc	3,596	6,300	4,293	6,300
04200 Freight and Postage	3,946	4,090	272	4,090
04301 Electricity	3,595	4,224	1,758	4,185
04303 Water/Sewer Services	0	0	0	1,860
04400 Rentals and Leases	47,326	51,680	29,335	558
04402 Rentals and Leases/Copier Leases	13,857	15,040	14,118	15,170
04600 Repairs and Maintenance	883	1,631	430	1,615
04610 Vehicle Repair and Maintenance	9,787	10,000	8,619	10,000
04611 Building Repair and Maintenance	0	1,000	280	1,000
04700 Printing and Binding	394	1,000	947	1,000
04900 Other Current Charges	14,246	10,000	16,625	10,000
05100 Office Supplies	3,360	8,330	4,227	8,330
05179 Other Equipment \$1000-\$4999.99	0	0	3,386	0
05195 Non-Capital Computer Equipment	530	0	0	0
05199 Other Non-Capital Equipment	1,820	600	14,659	600
05200 Operating Supplies	2,775	4,345	3,897	3,895
05204 Fuel	6,672	13,200	8,269	13,200
05208 Software Licenses	982	660	0	1,000
05400 Publications and Memberships	1,444	2,066	688	2,066
05402 Publications/Subscriptions	115	1,350	157	1,350
05500 Training	567	4,260	1,274	4,260
<b>Total Expenses</b>	<b>1,272,116</b>	<b>1,373,939</b>	<b>1,197,969</b>	<b>1,374,463</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
3102 Other County Capital Projects	5,994	15,320	7,673	15,320
4102 Consolidated - Operating	1,266,122	1,358,619	1,190,296	1,359,143
<b>Total Revenues</b>	<b>1,272,116</b>	<b>1,373,939</b>	<b>1,197,969</b>	<b>1,374,463</b>

**Utilities & Solid Waste Department  
Technical Services**

**Accounts of Interest**

- 03100 - \$40,500 wetland monitoring; \$116,500 miscellaneous water and wastewater engineering; \$12,000 easement assistance and reports; \$30,000 water/wastewater modeling assistance.
- 03400 - \$930 carpet and chair cleaning; \$1,230 courier service and answering services; \$35,680 laboratory services for pre-treatment program, and \$15,320 for road contamination testing. Increase is due to higher cost of road petroleum cleanup participation program.
- 03403 - Fees paid to Tax Collector for wellfield protection collections.
- 03404 - Increase is due to new proportionate share of cleaning services for the new office.
- 03410 - Staffing to assist in GIS projects.
- 04303 - Increase due to move from rental to County owned office.
- 04400 - Decrease due to move from rental to County owned office.
- 05200 - Decrease due to lower share of common office expenses.
- 05208 - Increase due to new ipad software license requirement.

**Significant Changes**

There are no significant program changes.

**Utilities & Solid Waste Department  
Customer Service**

**Mission Statement**

To provide accurate, high quality service to the County's external customers guided by high standards of professionalism, fairness, empathy, and consistency.

**Services Provided**

- Billing / Collections / Customer Service
- Field Service
- Contract Meter Reading

**Goals and Objectives**

- Provide accurate calculation of monthly water and wastewater bills
- Minimize uncollectable revenues by reducing bad debt expense

**Benchmarks**

- Median industry standard for public utilities with 10,000-25,000 customers for revenue dropped for bad debt is \$.0020 per revenue dollar. Martin County Utilities uncollectable rate is \$.0015 per revenue dollar.
- Water/sewer receipts are posted to customer accounts 99% of the time on same day of receipt. Industry standard is 93% of the time on same day of receipt.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Bad Debt \$	\$	18,688.00	20,000.00	22,565.00	20,000.00
Billing Accuracy	#	7.00	10.00	2.00	10.00

**Outcomes**

Meet the established goals of providing quality service to water/sewer customers through accurate billing and timely responsiveness to customer inquiries and complaints. Ensure all water/sewer revenues are collected in a timely manner.

**Staffing Summary**

Job Title	FY2019	FY2020
Customer Service Representative	6	4
Customer Service Supervisor	1	1
Customer Billing Coordinator	2	2
Utilities Service Worker II	1	
Customer Service Manager	1	1
Meter Reader	2	2
Utilities Service Worker I	2	
Senior Customer Service Rep		2
<b>Total FTE</b>	<b>15</b>	<b>12</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Customer Service**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	510,691	524,081	457,738	448,188
01202 PTO Payout	296	0	178	0
01400 Overtime	5,604	12,000	5,512	12,000
01504 Class C Meal Reimbursement	0	0	48	0
02101 FICA	29,624	33,237	26,600	28,532
02102 Medicare	6,928	7,774	6,221	6,673
02200 Retirement Contributions	41,039	44,281	38,378	38,978
02300 Life and Health Insurance	147,767	164,373	140,029	142,275
03400 Other Contractual Services	248,506	260,316	216,798	271,000
03404 Janitorial Services	0	0	3,622	5,075
03410 Other Contractual Svcs - Staffing	88,105	84,820	98,815	88,150
04002 Travel and Per Diem/Educational	0	2,000	0	2,000
04100 Communications	6,390	5,910	557	6,400
04101 Communications- Cell Phones	3,953	4,200	3,021	4,200
04104 Communications-Data/Wireless Svcs	106	0	1,693	0
04200 Freight and Postage	140,274	150,500	181,252	143,500
04301 Electricity	5,083	5,412	2,486	4,725
04303 Water/Sewer Services	0	0	0	2,100
04400 Rentals and Leases	66,910	67,215	42,955	630
04402 Rentals and Leases/Copier Leases	2,674	2,870	2,491	2,450
04600 Repairs and Maintenance	530	5,396	629	5,578
04610 Vehicle Repair and Maintenance	18,911	15,500	20,539	15,500
04611 Building Repair and Maintenance	0	500	341	500
04614 Hardware Maintenance	0	0	287	300
04700 Printing and Binding	278	3,850	3,311	3,850
04900 Other Current Charges	568	0	239	0
05100 Office Supplies	3,270	7,830	5,598	7,830
05195 Non-Capital Computer Equipment	0	0	1,100	0
05199 Other Non-Capital Equipment	1,559	2,500	3,854	2,500
05200 Operating Supplies	8,036	7,760	10,127	7,760
05204 Fuel	24,213	35,400	22,435	35,400
05500 Training	329	2,860	844	2,860
<b>Total Expenses</b>	<b>1,361,643</b>	<b>1,450,585</b>	<b>1,297,698</b>	<b>1,288,954</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4102 Consolidated - Operating	1,361,643	1,450,585	1,297,698	1,288,954
<b>Total Revenues</b>	<b>1,361,643</b>	<b>1,450,585</b>	<b>1,297,698</b>	<b>1,288,954</b>

**Utilities & Solid Waste Department  
Customer Service**

**Accounts of Interest**

03400 - \$202,000 bill printing and billing website maintenance, \$59,050 banking and check-free fees \$59,050, \$4,500 answering service, \$1,200 courier services, \$1,050 carpet and chair cleaning, and customer research access \$3,200.

03404 - New expense: share of new office cleaning services.

03410 - Temporary service workers to do cleanup on AMR meters, boxes, registers, etc. as well as temporary staffing for meter reading functions.

04100 - Increase due to adjustment to actual cost of phone usage.

04301 - and account 04402: decrease due to changes in proportionate share of office expenses.

04303 - Increase due to new expense in a new office.

04400 - Decrease due to move from rental to County-owned office.

04614 - Increase due to transfer of scanner maintenance from TIP to the division's budget.

**Significant Changes**

In FY19, three Utilities Service Workers were moved from Customer Service to Maintenance - Water Division.



**Utilities & Solid Waste Department  
Maintenance - Water**

**Mission Statement**

Provide a high level, cost-effective water distribution system to protect the health and well-being of the residents and the environment. Also, provide excellent, scheduled, preventive maintenance and minor emergency repairs to ensure the long-term reliable operation of Martin County's existing water treatment facilities.

**Services Provided**

- Water distribution maintenance
- Fire hydrants maintenance
- Fire suppression maintenance
- Water treatment plant maintenance
- SCADA/Instrumentation maintenance

**Goals and Objectives**

- To be competitive in providing water distribution services within Federal, State and local rules and laws.
- To minimize break effect on residents and the environment.
- To provide water distribution system reliability through preventive maintenance.
- Increase the preventive maintenance program for each of the County's existing water treatment facilities to decrease corrective and emergency maintenance.
- Perform preventive maintenance on all major equipment in accordance with each facility's Preventive Maintenance Programs without increasing the number of FTEs in the division.
- Keep the SCADA system 95% operational.

**Benchmarks**

- Martin County maintains 50% of valves per year. Industry standard is 20% maintenance of valves per year.
- Martin County maintains 100% of fire hydrants per year. Industry standard is maintaining 50% of fire hydrants per year.
- To continue maintaining plants and doing preventive maintenance with current staffing of one per plant, compared to City of Stuart operating with 3 maintenance workers per plant.
- To increase preventive maintenance work orders by 5% and hold corrective maintenance work orders to less than current level.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Fire Hydrant Maint. - Full Service	#	1,605.00	3,500.00	1,072.00	3,500.00
Distribution Line Maintenance	#	2,900,400.00	2,900,000.00	1,208,500.00	2,900,000.00
Corrective/Emergency-WO	#	264.00	300.00	355.00	300.00
WO-Corrective/Preventive	%	74.00	71.00	20.00	71.00
Preventive-Maintenance WO	#	848.00	1,100.00	495.00	1,100.00
Backflow Prevention Tests	#	46.00	265.00	53.00	275.00

**Outcomes**

The customers will receive a transparent water distribution system with negligible effects on the environment.

**Utilities & Solid Waste Department  
Maintenance - Water**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Utility Line Locator	.5	2
Senior Industrial Electrician	.2	.2
Utilities Instrumentation Tech	2	2
Utilities Mechanic	3.9	3.4
Equipment Operator III	2.4	2.4
Industrial Electrician	.5	.5
Process Control Scada Coord	1	1
Equipment Operator IV	.8	.8
Maintenance Superintendent	.5	.5
Administrative Specialist II	.1	.1
Project Leader I	1	1
Utilities Service Worker I		2
Utilities Service Worker II	1.8	2.8
Assistant Maintenance Supt	1	1.5
Industrial Electrician - Field	.7	.7
Utility Lead Line Locator		.5
<b>Total FTE</b>	<b>16.4</b>	<b>21.4</b>

**Equipment Expenditures**

3/4 Ton Service Truck with Crane  
65,000.00      x 1      = 65,000.00      New

1/2 Ton Service Truck with Topper  
27,500.00      x 2      = 55,000.00      New

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Maintenance - Water**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	724,270	768,502	816,620	944,884
01202 PTO Payout	16,118	0	9,454	0
01203 Standby Pay	33,702	35,000	33,324	35,000
01400 Overtime	61,643	60,000	52,574	60,000
01501 Cell Phone Stipend	3,711	3,882	4,434	4,452
01504 Class C Meal Reimbursement	298	0	168	0
02101 FICA	48,137	53,538	53,024	64,473
02102 Medicare	11,258	12,521	12,400	15,079
02200 Retirement Contributions	72,419	77,382	82,632	94,519
02300 Life and Health Insurance	217,722	238,476	236,274	297,530
03100 Professional Services	12,734	0	10,000	0
03400 Other Contractual Services	528,447	443,737	261,312	524,987
03404 Janitorial Services	1,804	3,500	1,804	3,500
03409 Mowing & Landscaping Services	0	2,500	550	2,500
03410 Other Contractual Svcs - Staffing	102,548	86,580	138,315	164,200
04000 Travel and Per Diem	24	1,500	0	1,500
04002 Travel and Per Diem/Educational	788	3,500	1,051	3,500
04100 Communications	8,144	13,500	3,465	24,500
04101 Communications- Cell Phones	5,300	10,000	4,761	10,000
04104 Communications-Data/Wireless Svcs	11,491	3,200	21,216	3,200
04200 Freight and Postage	3,062	3,500	2,234	3,500
04301 Electricity	4,125	5,877	3,964	5,877
04400 Rentals and Leases	14,509	8,000	7,390	15,500
04401 Rentals and Leases/Pool Vehicles	0	0	30	0
04402 Rentals and Leases/Copier Leases	2,690	3,200	2,816	3,200
04600 Repairs and Maintenance	593,415	503,000	649,437	603,000
04610 Vehicle Repair and Maintenance	96,854	60,000	92,404	71,970
04611 Building Repair and Maintenance	1,487	7,500	2,025	7,500
04700 Printing and Binding	1,920	1,250	1,724	1,250
04900 Other Current Charges	818	550	1,330	550
05100 Office Supplies	1,475	4,000	1,420	4,000
05195 Non-Capital Computer Equipment	115	0	0	0
05199 Other Non-Capital Equipment	3,775	40,500	5,628	44,000
05200 Operating Supplies	88,693	62,750	57,922	94,056
05201 Chemicals	927	700	1,626	700
05203 New Service Water Meters	123,677	195,000	178,986	130,000
05204 Fuel	73,794	81,000	68,725	86,000
05205 Electrical Supplies	52,788	30,500	31,817	30,500
05208 Software Licenses	871	900	0	900
05300 Road Materials and Supplies	5,606	20,000	4,327	30,000
05400 Publications and Memberships	337	600	448	600
05402 Publications/Subscriptions	35	200	605	200
05500 Training	3,809	8,000	8,582	8,000
06402 Vehicles /Rolling Stock/Equip>\$30k	0	25,000	0	120,000
<b>Total Expenses</b>	<b>2,935,341</b>	<b>2,879,345</b>	<b>2,866,819</b>	<b>3,515,127</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
<b>Revenue Source</b>				
4102 Consolidated - Operating	2,935,341	2,879,345	2,866,819	3,515,127
<b>Total Revenues</b>	<b>2,935,341</b>	<b>2,879,345</b>	<b>2,866,819</b>	<b>3,515,127</b>

**Utilities & Solid Waste Department  
Maintenance - Water**

**Accounts of Interest**

- 03400 - \$2,500 cathodic protection on bridges; \$70,000 underground taps and emergency work; \$16,000 Sunshine State One Call locates; \$4,900 plumbing; \$500 meter testing; \$1,900 employee testing; \$13,500 temporary help; \$1,100 employee vaccinations; \$10,100 uniform service; \$100,000 locating services and \$1,500 answering services; \$49,295 warehouse services; \$5,000 chemical equipment inspections; \$4,692 inspection of blowers, odor control; \$8,000 repair/replace fencing; \$50,000 generator and pump repairs; \$6,000 miscellaneous; and \$180,000 relocate meters to the outside of buildings at Indian River Plantation. Increase is due to higher cost of locates contract.
- 03404 - Janitorial services for various maintenance locations.
- 03409 - Mowing and landscaping services for various maintenance sites.
- 03410 - Contractual staff consisting of ten service workers (split 50/50 with Maintenance/Sewer). Increase is due to workers needed for additional projects.
- 04100 - Increase is due to Sunstate calling services needed for new line locators.
- 04400 - Increase is due to addition of railway ROW lease annual dues.
- 04600 - Increase is due to overall higher cost of repairs and maintenance.
- 04610 - Increase is due to higher cost of doing business and additional vehicle maintenance needed for new line locators.
- 05199 - Increase is due to additional non-capital equipment needed for new line locators.
- 05200 - Increase due to additional hand tools and supplies for new line locators, as well significant cyclical need for boots, shirts, hats, rain jackets, rubber boots, and safety equipment.
- 05203 - Decrease due to lower level of meters needed for this particular year.
- 05204 - Increase is due to additional fuel needed for new line locators.
- 05300 - Increase due to higher cost of concrete for road repairs of line breaks
- 06402 - \$65,000 3/4 ton service truck for hydrant and meter crew, \$27,500 1/2 ton service truck for hydrant and meter crew, and \$27,500 1/2 ton service truck for new line locators.

**Significant Changes**

In FY19, three Utilities Service Workers were moved from Customer Service to Maintenance - Water Division. In FY20, two Line Locators positions will be added to this Division.

**Utilities & Solid Waste Department  
Maintenance - Sewer**

**Mission Statement**

Provide a high level of cost-effective wastewater collection to protect the health and well-being of the residents and the environment. Also, provide excellent, scheduled, preventive maintenance and minor emergency repairs to ensure the long-term reliable operation of the County's existing wastewater treatment facilities.

**Services Provided**

- Wastewater Collection
- Lift Station Maintenance
- Irrigation Quality Line Maintenance
- Wastewater Treatment Plant Maintenance
- SCADA/Instrumentation

**Goals and Objectives**

- To be competitive in providing wastewater collection services within Federal, State and local rules and law.
- To minimize break effect on residents and the environment.
- To provide wastewater collection system reliability through preventive maintenance.
- Increase the preventive maintenance program for each of the County's existing wastewater treatment facilities to decrease corrective and emergency maintenance.
- Perform preventive maintenance on all major equipment in accordance with each facility's Preventive Maintenance Program without increasing the number of FTEs in the division.
- Keep the SCADA system 95% operational.

**Benchmarks**

- Martin County maintains 21% of gravity lines per year. Industry standard is to maintain 20% of all gravity lines per year.
- To continue maintaining plants and doing preventive maintenance with current staffing of one per plant, compared to City of Stuart operating with 3 maintenance workers per plant.
- To increase preventive maintenance work orders by 5% and hold corrective maintenance work orders to less than current level.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Gravity Lines Cleaned	#	13,218.00	225,000.00	6,681.00	225,000.00
Force Mains Maintained	#	876,000.00	875,000.00	365,000.00	875,000.00
Irrigation Quality Lines Maintained	#	57,000.00	57,000.00	23,750.00	57,000.00
Continuous Lift Station Operation	%	100.00	100.00	42.00	100.00
Manhole Inspections	#	394.00	950.00	294.00	950.00
WO-Corrective to Preventive	%	65.00	71.00	27.00	71.00
Preventive-Maintenance WO	#	4,740.00	1,500.00	2,094.00	1,500.00
Corrective/Emergency-WO	#	2,809.00	500.00	1,141.00	500.00

**Outcomes**

The customers will receive a transparent wastewater collection system with negligible effects on the environment.

**Utilities & Solid Waste Department  
Maintenance - Sewer**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Utilities Instrumentation Tech	2	2
Utilities Mechanic	5.1	4.6
Equipment Operator III	1.6	1.6
Industrial Electrician	.5	.5
Process Control Scada Coord	1	1
Industrial Electrician - Field	2.3	2.3
Maintenance Superintendent	.5	.5
Senior Industrial Electrician	1.8	1.8
Administrative Specialist II	.9	.9
Project Leader II	1	1
Assistant Maintenance Supt	1	1.5
Equipment Operator IV	1.2	1.2
Utility Line Locator	.5	
Utilities Service Worker II	1.2	1.2
Utility Lead Line Locator		.5
<b>Total FTE</b>	<b>20.6</b>	<b>20.6</b>

**Equipment Expenditures**

3/4 Ton Service Truck  
55,000.00      x 1      = 55,000.00      New

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Maintenance - Sewer**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	908,694	955,865	943,716	979,889
01202 PTO Payout	12,536	0	6,813	0
01203 Standby Pay	58,419	55,126	56,977	55,126
01400 Overtime	96,256	80,000	82,379	80,000
01501 Cell Phone Stipend	4,449	4,458	5,010	5,028
01504 Class C Meal Reimbursement	324	0	180	0
02101 FICA	62,033	67,642	63,422	69,131
02102 Medicare	14,507	15,820	14,833	16,168
02200 Retirement Contributions	93,481	97,959	99,290	102,850
02300 Life and Health Insurance	286,502	311,057	274,625	292,585
03100 Professional Services	0	0	34,253	0
03400 Other Contractual Services	673,932	948,295	256,179	834,545
03404 Janitorial Services	1,804	2,500	1,804	2,500
03409 Mowing & Landscaping Services	0	10,000	0	10,000
03410 Other Contractual Svcs - Staffing	102,549	88,580	138,315	164,200
04000 Travel and Per Diem	0	2,000	0	2,000
04002 Travel and Per Diem/Educational	501	3,000	744	3,000
04100 Communications	9,078	17,000	4,398	17,000
04101 Communications- Cell Phones	5,300	8,500	5,781	8,500
04104 Communications-Data/Wireless Svcs	13,879	2,500	23,355	2,500
04200 Freight and Postage	3,135	3,400	3,989	3,400
04300 Utility Services	347	600	375	600
04301 Electricity	284,659	265,000	270,452	265,000
04304 Garbage/Solid Waste Services	3,628	3,000	5,459	3,000
04400 Rentals and Leases	0	8,000	7,390	8,000
04600 Repairs and Maintenance	782,638	525,000	777,628	525,000
04603 Lift Station Repair and Maintenance	124,143	319,200	207,771	319,200
04604 Manholes Repair and Maintenance	116,163	100,000	0	100,000
04610 Vehicle Repair and Maintenance	77,645	41,600	73,605	60,000
04611 Building Repair and Maintenance	0	4,000	12,781	4,000
04700 Printing and Binding	2,388	2,500	1,519	2,500
04900 Other Current Charges	148	0	38	0
05100 Office Supplies	1,476	3,500	1,577	3,500
05179 Other Equipment \$1000-\$4999.99	0	0	10,899	0
05195 Non-Capital Computer Equipment	115	0	0	0
05199 Other Non-Capital Equipment	3,775	14,000	6,025	19,000
05200 Operating Supplies	92,771	76,000	98,296	101,000
05201 Chemicals	927	700	1,626	700
05204 Fuel	59,131	64,000	64,686	64,000
05205 Electrical Supplies	50,056	43,500	37,244	43,500
05208 Software Licenses	871	900	0	900
05300 Road Materials and Supplies	5,606	30,000	5,569	30,000
05400 Publications and Memberships	180	500	598	500
05402 Publications/Subscriptions	35	200	605	200
05500 Training	4,371	8,000	8,911	8,000
06402 Vehicles /Rolling Stock/Equip>\$30k	0	59,000	0	55,000
<b>Total Expenses</b>	<b>3,958,449</b>	<b>4,242,902</b>	<b>3,609,115</b>	<b>4,262,022</b>

**Utilities & Solid Waste Department  
Maintenance - Sewer**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4102 Consolidated - Operating	3,958,449	4,242,902	3,609,115	4,262,022
<b>Total Revenues</b>	<b>3,958,449</b>	<b>4,242,902</b>	<b>3,609,115</b>	<b>4,262,022</b>

**Accounts of Interest**

03400 - \$4,100 uniform service; \$5,000 FEC railroad right-of-way fees; \$1,100 employee vaccinations; \$21,800 temporary help; \$5,000 inspection of blowers and odor control; \$1,900 employee testing; \$28,000 maintenance of bar screens at the plants; \$49,295 for warehouse services; \$2,880 answering services; \$4,900 plumbing; \$100,000 locating services; \$60,000 underground taps and emergency work; \$2,570 cathodic protection on bridges; \$12,000 for fencing repairs; \$16,000 Sunshine State One Call locates; \$200,000 Dixie Park underground piping for inline pump system; \$200,000 Dixie Park demolition tanks and equipment; \$50,000 generator and pump repairs; and \$70,000 for 20 grinder stations work including valves. The decrease in this account is due to completion of one-time contracted services in the prior year.

03404 - Janitorial services for various maintenance sites.

03409 - Mowing and landscaping services for various maintenance sites.

03410 - Contractual staff consisting of ten service workers (split 50/50 with Maintenance/Water). Increase is due to new additions to the system.

04610 - Increase due to larger fleet as well as age and condition of the vehicles.

05199 - Increase due to cyclical need for new hand tools, as well as some minor furnishings.

05200 - Increase due to cyclical need for new tools, boots, shirts, hats, rain jackets, rubber boots, and safety items.

06402 - \$55,000 3/4 ton service truck for Air-Vac Mechanic for Plant Maintenance. Decrease due to different prices of vehicles in different fiscal years. 3/4 ton service truck for Air-Vac Mechanic. Decrease due to different prices of vehicles in different fiscal years.

**Significant Changes**

There are no significant program changes.



**Utilities & Solid Waste Department  
Treatment/Water**

**Mission Statement**

Our mission is to professionally and effectively provide quality, reliability and sustainability water, wastewater and recycle water that meets the present and future, health, safety and environmental requirements of Martin County citizens.

**Services Provided**

The division, Treatment - Water, provides the following services:

- Water treatment
- Laboratory for sampling

**Goals and Objectives**

- Produce high quality potable water that is in full compliance with regulatory requirements with minor exceptions.
- Maintain sufficient reliability and capacity to meet the existing and future demands of Martin County customers.

**Benchmarks**

- Martin County Utilities recycles 31% of all backwash water. In contrast, Indiantown Utilities, a local privately-owned utility, recycles less than 5% of all backwash water.
- The product water leaving the Martin County water treatment facilities meets 100% primary and 99% secondary water quality water standards. The EPA requires 100% primary and Florida State requires primary drinking water standards to be monitored.

**Performance Measures**

<b>Description</b>	<b>Unit of Measure</b>	<b>FY2018 Actual</b>	<b>FY2019 Projected</b>	<b>FY2019 Actual</b>	<b>FY2020 Projected</b>
Finished Water	#	3,595.00	3,900.00	1,884.00	3,900.00
Raw Water	#	4,364.00	4,800.00	2,211.00	4,800.00

**Outcomes**

Customers will receive high quality water that is safe, reliable and delivered in an economical manner.

**Utilities & Solid Waste Department  
Treatment/Water**

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Treatment Plant Operator I	4	4
Chief Plant Operator	2	2
Treatment Plant Operator III	2	2
Treatment Plant Ops Admin	.5	.5
Laboratory Manager	.5	.5
Treatment Plant Operations Manager	.5	.5
Treatment Plant Operator II	4	4
Lab Quality Assurance Officer	.5	.5
Compliance Technician	1	1
<b>Total FTE</b>	<b>15</b>	<b>15</b>

**Equipment Expenditures**

Lab Equipment Cyclical Replacement			
5,000.00	x 1	= 5,000.00	Replacement
Lab Furnishings Cyclical Replacement			
5,000.00	x 1	= 5,000.00	Replacement
Respirators			
2,000.00	x 2	= 4,000.00	Replacement

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Treatment/Water**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	783,913	772,248	817,649	789,461
01202 PTO Payout	9,898	0	16,361	0
01400 Overtime	67,338	65,000	63,048	65,000
01501 Cell Phone Stipend	2,158	2,160	2,010	2,010
01504 Class C Meal Reimbursement	125	0	174	0
02101 FICA	50,156	51,910	52,487	52,977
02102 Medicare	11,730	12,141	12,275	12,390
02200 Retirement Contributions	70,996	72,033	78,766	77,387
02300 Life and Health Insurance	213,879	214,139	214,539	214,168
03100 Professional Services	7,607	40,500	48,807	41,000
03400 Other Contractual Services	202,756	413,500	139,242	442,500
03402 Bulk Water and Sewer Purchases	0	2,031	0	2,031
03409 Mowing & Landscaping Services	55,329	85,000	53,489	95,000
03410 Other Contractual Svcs - Staffing	58,390	152,000	70,089	152,000
04000 Travel and Per Diem	0	100	0	100
04001 Travel and Per Diem/Mandatory	0	1,200	0	1,200
04002 Travel and Per Diem/Educational	0	2,000	1,072	2,000
04100 Communications	5,146	10,300	4,681	10,300
04101 Communications- Cell Phones	2,078	5,500	1,004	5,500
04104 Communications-Data/Wireless Svcs	2,762	1,200	1,370	1,200
04200 Freight and Postage	71	1,000	28	1,000
04301 Electricity	950,748	1,200,000	952,801	1,200,000
04303 Water/Sewer Services	0	115	0	115
04304 Garbage/Solid Waste Services	4,691	7,000	3,865	7,000
04402 Rentals and Leases/Copier Leases	3,197	4,000	3,201	5,000
04600 Repairs and Maintenance	6,794	42,800	10,962	45,300
04610 Vehicle Repair and Maintenance	2,994	10,000	5,842	10,000
04611 Building Repair and Maintenance	5,610	50,000	31,903	75,000
04700 Printing and Binding	421	2,500	515	2,500
04800 Promotional Activities	0	1,000	353	1,000
04900 Other Current Charges	14,450	7,500	10,014	7,500
05100 Office Supplies	1,065	5,000	428	5,000
05179 Other Equipment \$1000-\$4999.99	0	0	3,663	14,000
05195 Non-Capital Computer Equipment	690	0	0	0
05199 Other Non-Capital Equipment	1,895	5,000	3,734	0
05200 Operating Supplies	48,131	87,500	112,413	87,500
05201 Chemicals	776,030	850,000	797,719	850,000
05204 Fuel	10,294	30,000	13,176	30,000
05208 Software Licenses	109	110	0	110
05209 Landscape Materials	0	1,000	0	1,000
05300 Road Materials and Supplies	0	1,000	0	1,000
05400 Publications and Memberships	600	1,000	619	1,000
05402 Publications/Subscriptions	31	1,000	125	1,000
05500 Training	2,643	5,000	6,255	5,000
06400 Furniture and Equipment	0	13,000	0	0
<b>Total Expenses</b>	<b>3,374,726</b>	<b>4,228,487</b>	<b>3,534,678</b>	<b>4,316,249</b>
	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4102 Consolidated - Operating	3,374,726	4,228,487	3,534,678	4,316,249
<b>Total Revenues</b>	<b>3,374,726</b>	<b>4,228,487</b>	<b>3,534,678</b>	<b>4,316,249</b>

**Utilities & Solid Waste Department  
Treatment/Water**

**Accounts of Interest**

- 03100 - \$30,000 permitting requirements, mechanical failures engineering; \$8,000 plant health and safety evaluation inspection; and \$3,000 laboratory internal audit. Increase is due to across-the-board higher cost of professional services.
- 03400 - Itemization: \$150,000 aquifer maintenance, \$100,000 laboratory sampling and testing, \$5,000 temporary labor, \$80,000 security contract at all water plant sites, \$10,000 fire/safety inspections, \$10,000 removal of wells/minor repairs, \$5,000 membrane cleaning, \$10,000 wetland monitoring, \$15,000 Preserve Area Management Plan, \$50,000 hazardous material response cleanup; \$7,500 ammonia tank inspections. Increase is due to cyclical nature of contracted services.
- 03402 - Purchase of water via the interconnects from City of Stuart, FPUA, and/or Port St. Lucie for planned maintenance.
- 03409 - Increased line item to cover unexpected landscaping/exotics removal along plant and well site locations.
- 03410 - Contracted maintenance workers at the plant sites.
- 04402 - Increase due to adjustment to actual levels of use.
- 04600 - Increase due to higher cost of lab equipment maintenance.
- 04611 - Increase in this account is due to higher cost of repairs of treatment facilities.
- 05179 - Increase due to reallocation or recurring purchases of purifying safety respirators and lab turbidity meters from 06400.
- 06400 - Decrease due to reallocation of non-capital equipment purchases to account 05199.

**Significant Changes**

There are no significant program changes.

**Utilities & Solid Waste Department  
Treatment/Sewer**

**Mission Statement**

Our mission is to professionally and effectively provide quality, reliability and sustainability water, wastewater and recycle water that meets the present and future, health, safety and environmental requirements of Martin County citizens.

**Services Provided**

The division, Treatment - Sewer, provides the following services:

- Wastewater Treatment
- Reuse / Irrigation Quality Water Treatment
- Laboratory for sampling

**Goals and Objectives**

- Produce high quality treated effluent and bio-solid residuals that are in full compliance with regulatory requirements with minor exceptions.
- Maintain sufficient reliability and capacity to meet the existing and future demands of Martin County customers.

**Benchmarks**

Martin County Utilities Wastewater division's goal is to recycle 50% of total effluent water flow and provide this water to be used as irrigation quality water.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Effluent Water Treated	#	1,626.00	1,800.00	771.00	1,800.00
Reclaimed Water	#	798.00	1,250.00	529.00	1,250.00

**Outcomes**

Environment will receive a high-quality recharge of water in a safe, reliable, and economical manner.

**Staffing Summary**

Job Title	FY2019	FY2020
Reuse Coordinator	1	1
Bio-Solids Treatment Technician	1	
Treatment Plant Operator I	3	4
Chief Plant Operator	2	2
Treatment Plant Ops Admin	.5	.5
Treatment Plant Operator III	1	1
Laboratory Manager	.5	.5
Treatment Plant Operations Manager	.5	.5
Lab Quality Assurance Officer	.5	.5
Treatment Plant Operator II	2	2
Compliance Technician	1	1
<b>Total FTE</b>	<b>13</b>	<b>13</b>

**Equipment Expenditures**

Two (2) Biosolids meters  
20,000.00 x 2 = 40,000.00 New

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Treatment/Sewer**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	660,978	663,319	687,970	684,622
01202 PTO Payout	13,876	0	10,625	0
01203 Standby Pay	25,410	25,550	25,340	25,550
01400 Overtime	32,206	37,350	45,749	38,000
01501 Cell Phone Stipend	3,117	3,120	2,970	2,970
01504 Class C Meal Reimbursement	173	0	130	0
02101 FICA	42,857	45,026	45,442	46,387
02102 Medicare	10,023	10,531	10,628	10,849
02200 Retirement Contributions	58,060	59,986	66,707	65,247
02300 Life and Health Insurance	156,025	163,058	159,517	172,719
03100 Professional Services	21,625	210,000	144,419	158,000
03400 Other Contractual Services	159,656	240,000	194,759	270,000
03401 Sludge Removal	857,816	1,250,000	632,575	1,250,000
03402 Bulk Water and Sewer Purchases	58,661	55,864	58,661	55,864
03409 Mowing & Landscaping Services	53,329	90,000	53,489	100,000
03410 Other Contractual Svcs - Staffing	74,754	30,000	70,090	60,000
04000 Travel and Per Diem	0	100	0	100
04001 Travel and Per Diem/Mandatory	0	1,200	0	1,200
04002 Travel and Per Diem/Educational	762	2,015	2,412	2,015
04100 Communications	3,770	12,600	3,820	12,600
04101 Communications- Cell Phones	1,410	3,200	1,123	3,200
04104 Communications-Data/Wireless Svcs	397	1,200	510	1,200
04200 Freight and Postage	571	1,000	50	1,000
04301 Electricity	588,983	725,000	607,038	725,000
04304 Garbage/Solid Waste Services	4,691	5,000	3,865	5,000
04400 Rentals and Leases	0	1,000	0	1,000
04402 Rentals and Leases/Copier Leases	3,197	4,000	3,201	5,000
04600 Repairs and Maintenance	22,896	32,800	26,576	32,800
04610 Vehicle Repair and Maintenance	2,107	10,000	2,357	10,000
04611 Building Repair and Maintenance	0	50,000	12,138	75,000
04700 Printing and Binding	393	1,000	515	1,000
04800 Promotional Activities	0	1,000	353	1,000
04900 Other Current Charges	7,048	5,000	1,100	5,000
05100 Office Supplies	1,018	5,000	304	5,000
05175 Computer Equipment \$1,000-\$4999.99	0	0	1,200	0
05179 Other Equipment \$1000-\$4999.99	0	0	12,150	0
05199 Other Non-Capital Equipment	1,933	5,000	2,025	5,000
05200 Operating Supplies	49,401	57,500	92,988	57,500
05201 Chemicals	149,324	250,000	150,000	250,000
05204 Fuel	8,603	30,000	12,302	30,000
05209 Landscape Materials	0	1,000	0	1,000
05300 Road Materials and Supplies	0	1,000	0	1,000
05400 Publications and Memberships	280	1,000	459	1,000
05402 Publications/Subscriptions	31	1,000	125	1,000
05500 Training	3,896	5,000	6,164	5,000
06400 Furniture and Equipment	0	40,000	0	40,000
<b>Total Expenses</b>	<b>3,079,276</b>	<b>4,136,419</b>	<b>3,151,844</b>	<b>4,218,823</b>

**Utilities & Solid Waste Department  
Treatment/Sewer**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4102 Consolidated - Operating	3,079,276	4,136,419	3,151,844	4,218,823
<b>Total Revenues</b>	<b>3,079,276</b>	<b>4,136,419</b>	<b>3,151,844</b>	<b>4,218,823</b>

**Accounts of Interest**

- 03100 - Itemization: \$25,000 NTU/TSS and CL2/FECAL study, treatment troubleshooting; \$8,000 plant health & safety evaluations; \$25,000 permit requirements, mechanical failures; \$100,000 FDEP permitting for Tropical Farms deep wells #1 and #2. Decrease due to cyclical FDEP permit work.
- 03400 - Itemization: \$100,000 laboratory sampling/testing, \$80,000 security contract at wastewater plant sites, \$50,000 hazardous material cleanup response, \$10,000 fire/safety inspections, \$15,000 Preserve Area Management Plan (PAMP), \$10,000 wetland monitoring, and \$5,000 temporary labor. Increase is due to higher cost of the security cost and PAMP.
- 03401 - Cost of sludge hauling, treatment, and disposal.
- 03402 - Bulk water and sewer purchases, as needed.
- 03409 - Increase in mowing and landscaping services' cost is based on prior year trend plus additional exotics removal.
- 03410 - Increase is for interns and compliance technician.
- 04402 - Increase due to adjustment to actual cost trend.
- 04611 - Increase in this account is due to the one-time major repairs of ac units, doors, windows, roof repairs, pressure cleaning, and building painting.
- 06400 - \$40,000 two (2) biosolids meters for BCR.

**Significant Changes**

None

**Utilities & Solid Waste Department  
Long-Term Care**

**Mission Statement**

Provide long-term care maintenance for County-owned landfill facilities in an environmentally safe and properly regulated manner.

**Services Provided**

The division provides long-term care at the Palm City Landfill.

**Goals and Objectives**

- Monitor site conditions to identify environmental hazards.
- Provide routine maintenance for compliance with FDEP and EPA regulations.
- Perform corrective maintenance of identified environmental hazards.

**Benchmarks**

100% of State escrow funded annually. Federal and State regulations require financial responsibility.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Cost of Acres Maintained	\$	85.00	325.00	90.00	325.00

**Outcomes**

Efficiently care for and provide sufficient facilities and meet resident satisfaction at closed landfill sites.

**Staffing Summary**

Job Title	FY2019	FY2020
Solid Waste Lead Mechanic		.25
Assistant Superintendent	.33	
Solid Waste Manager		.33
Administrative Specialist II	.1	.1
Landfill Maintenance Worker	.25	
Utilities & SW Maintenance Worker		.25
Special Facilities Operator	1	1
Utilities/Solid Waste Mechanic	.25	
<b>Total FTE</b>	<b>1.93</b>	<b>1.93</b>

**Equipment Expenditures**

Mower for Long Term Care  
22,000.00      x 1      = 22,000.00      New



Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Long-Term Care**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	87,764	108,026	100,466	110,451
01202 PTO Payout	2,620	0	3,387	0
01203 Standby Pay	4,366	12,000	0	12,000
01400 Overtime	17,097	15,000	31,604	15,000
01501 Cell Phone Stipend	158	158	163	159
01504 Class C Meal Reimbursement	0	0	11	0
02101 FICA	6,420	8,372	8,039	8,522
02102 Medicare	1,501	1,958	1,880	1,994
02200 Retirement Contributions	8,813	11,154	11,268	11,643
02300 Life and Health Insurance	25,982	30,658	24,251	30,610
03100 Professional Services	418,230	534,000	408,258	514,000
03400 Other Contractual Services	221,161	173,500	39,090	143,500
03409 Mowing & Landscaping Services	4,008	30,000	3,340	35,000
03410 Other Contractual Svcs - Staffing	0	9,830	0	21,000
03411 Landfill Closure Cost	-354,446	0	0	0
04000 Travel and Per Diem	0	150	0	150
04002 Travel and Per Diem/Educational	0	450	0	450
04100 Communications	745	700	754	700
04101 Communications- Cell Phones	158	750	0	750
04200 Freight and Postage	785	1,000	0	1,000
04301 Electricity	11,443	13,905	6,976	13,905
04400 Rentals and Leases	4,625	7,500	0	7,500
04600 Repairs and Maintenance	15,721	30,000	3,495	30,500
04603 Lift Station Repair and Maintenance	0	15,000	0	15,000
04610 Vehicle Repair and Maintenance	40,570	60,000	50,041	62,500
04900 Other Current Charges	0	2,500	0	2,500
05100 Office Supplies	139	500	0	500
05195 Non-Capital Computer Equipment	782	0	0	0
05199 Other Non-Capital Equipment	275	2,500	509	3,000
05200 Operating Supplies	19,500	20,000	13,309	20,000
05201 Chemicals	360	750	0	750
05204 Fuel	42,949	45,000	41,542	45,000
05205 Electrical Supplies	0	4,100	0	4,000
05208 Software Licenses	450	0	0	0
05300 Road Materials and Supplies	6,145	30,000	28,500	35,000
05400 Publications and Memberships	0	120	0	120
05500 Training	0	2,000	0	2,000
06400 Furniture and Equipment	0	0	0	22,000
<b>Total Expenses</b>	<b>588,320</b>	<b>1,171,581</b>	<b>776,884</b>	<b>1,171,204</b>
<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4200 Solid Waste	588,320	1,171,581	776,884	1,171,204
<b>Total Revenues</b>	<b>588,320</b>	<b>1,171,581</b>	<b>776,884</b>	<b>1,171,204</b>

**Utilities & Solid Waste Department  
Long-Term Care**

**Accounts of Interest**

- 03100 - \$454,000 engineering services for routine task/permit compliance for the long term care of the landfill, \$30,000 professional services for new lake for concrete recycling, and \$30,000 for professional services related to signage and traffic engineering. Decrease is due to reallocation of staffing services to account 03410.
- 03400 - \$30,000 laboratory sampling/testing; \$20,000 leachate hauling; \$1,500 uniform services; \$2,000 security contract at Landfill; \$10,000 emergency repairs to liners and flares; \$25,000 wetland removal; \$15,000 well repairs; \$40,000 for grinding of concrete. Decrease is due to one-time expenses in the prior year.
- 03409 - Contracted services for landscaping at the Landfill. Increase is due to higher cost and wider area that was previously not mowed.
- 03410 - Temporary staffing at the Landfill. Increase due to reallocation from Other Contracted Services.
- 05199 - Increase due to need for additional hand tools.
- 05300 - Increase is due to additional need for drainage supplies, dirt, and sod.
- 06400 - Mower for long-term care of the Landfill.

**Significant Changes**

There are no significant program changes.

**Utilities & Solid Waste Department  
Renewal & Replacement**

**Mission Statement**

Provide major repair/rehabilitation capital improvements to assure a coordinated and effective effort that will result in a sustained, efficient, and enhanced utility system.

**Services Provided**

- Identify capital improvements under the CIP threshold.
- Provide preventative and corrective repair and replacement services to the water and wastewater facilities.

**Goals and Objectives**

- Ensure all improvements are funded.
- Ensure all improvements are in compliance with County standards.

**Outcomes**

Reduce emergency repairs and keep the system operating effectively and efficiently.

**Equipment Expenditures**

Sign Board

16,000.00      x 1      = 16,000.00      Replacement

Infrared Camera

25,000.00      x 1      = 25,000.00      Replacement

Security System Renovation in Water and Wastewater Facilities

75,000.00      x 2      = 150,000.00      Replacement

Service Truck 54692

55,000.00      x 1      = 55,000.00      Replacement

Utility Vehicle 56983

30,000.00      x 1      = 30,000.00      Replacement

Cement Mixer

3,000.00      x 1      = 3,000.00      Replacement

**Utilities & Solid Waste Department  
Renewal & Replacement**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	78,219	0	0	0
05179 Other Equipment \$1000-\$4999.99	0	0	84,228	0
05199 Other Non-Capital Equipment	0	0	18,171	0
06300 Improvements Other Than Buildings	0	757,500	0	460,000
06400 Furniture and Equipment	0	250,000	0	194,000
06401 Computer Equipment	0	0	0	0
06402 Vehicles /Rolling Stock/Equip>\$30k	0	237,500	0	85,000
<b>Total Expenses</b>	<b>78,219</b>	<b>1,245,000</b>	<b>102,399</b>	<b>739,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4103 Consolidated Water - CFC	0	150,000	0	0
4104 Consolidated Sewer - CFC	0	100,000	0	0
4105 Consolidated R & R	78,219	995,000	102,399	739,000
<b>Total Revenues</b>	<b>78,219</b>	<b>1,245,000</b>	<b>102,399</b>	<b>739,000</b>

**Accounts of Interest**

- 06300 - Miscellaneous non-CIP water and sewer improvements throughout the system. These small projects would include \$60,000 for valve replacements and \$400,000 for replacement of lines due to breaks and plant repairs requiring replacement of control panel equipment.
- 06400 - Itemization: \$150,000 security system replacement and upgrade for end of life cameras, card readers, computer servers and relocation services; \$25,000 infrared cameras replacement, \$3,000 cement mixer replacement; and \$16,000 Ver-Mac sign board replacement. Changes in this account are caused by one-time purchases in different years.
- 06402 - Itemization: Technical Services division replacement of \$30,000 utility vehicle and \$55,000 replacement of a Chevy 2500HD service truck in the Maintenance Division. Changes in this account are caused by one-time purchases of vehicles in different years.

**Significant Changes**

There are no significant program changes.

**Utilities & Solid Waste Department  
Water/Sewer Assessment Impr.**

**Mission Statement**

Provide capital utilities - potable water and wastewater facilities - that comply with the approved Martin County Board of County Commissioners standards to existing residents who are on well and septic tanks.

**Services Provided**

- Funding assessment projects
- Providing capital utilities to well and septic tank residents

**Goals and Objectives**

Fund, construct and maintain required capital utilities - potable water and wastewater facilities - in compliance with County standards, and to protect water quality in the Indian River and St. Lucie Estuaries.

**Benchmarks**

- Completion of final assessment projects within 10% of original estimates.
- Construction projects to be completed within 20% of original schedule.

**Outcomes**

All assigned assessment projects are built according to code, within budget, and on schedule.

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Water/Sewer Assessment Impr.**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01504 Class C Meal Reimbursement	0	0	10	0
03100 Professional Services	39,784	0	14,008	0
03400 Other Contractual Services	11,386	0	22,480	0
04000 Travel and Per Diem	0	0	140	0
04900 Other Current Charges	539	0	0	0
06200 Buildings	345,303	0	1,145,206	0
06300 Improvements Other Than Buildings	110,935	0	2,889,810	0
06301 Improve Other than Bldgs Prof Serv	712	0	271,632	0
06302 Improve Other than Bldgs Misc Cost	780	0	0	0
<b>Total Expenses</b>	<b>509,438</b>		<b>4,343,286</b>	

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
13411 Water Restoration Protection	-698,657	0	0	0
3610 North River Shores MSBU Ph 2	457,730	0	3,936,328	0
4102 Consolidated - Operating	51,708	0	36,638	0
38930 Grants & Donations - State	698,657	0	370,321	0
<b>Total Revenues</b>	<b>509,438</b>		<b>4,343,286</b>	

**Accounts of Interest**

None

**Significant Changes**

This division is for assessment projects. When an assessment is viable, the project is submitted to the Board of County Commissioners for approval and at that time a budget is set and approved.

**Utilities & Solid Waste Department  
Hazardous Waste**

**Mission Statement**

Ensure the public health, safety, welfare and the protection of environmental resources by providing training and service for the proper handling and disposal of hazardous materials waste in Martin County.

**Services Provided**

- Operation of household hazardous waste facility
- Mobile collection of household hazardous waste
- Disposal of household hazardous waste
- Recycling of household hazardous waste

**Goals and Objectives**

- Protect public health, safety and environment of Martin County through proper planning and implementation of hazardous waste management.
- Increase awareness of hazardous waste disposal requirements and options through education and outreach efforts.
- Investigate all solid and hazardous waste complaints.
- Provide safe and convenient hazardous waste disposal opportunities.

**Benchmarks**

Meet and/or exceed California Integrated Waste Management Board's operating cost of \$.40 to \$.75 per pound of handling & processing hazardous waste.

**Performance Measures**

Description	Unit of Measure	FY2018 Actual	FY2019 Projected	FY2019 Actual	FY2020 Projected
Cost of Hazardous Waste per Household	\$	.42	.45	.42	.45

**Outcomes**

All hazardous waste collection, disposal and recycling services will be provided in a safe, reliable and economical manner while protecting the citizens and environment of Martin County.

**Staffing Summary**

Job Title	FY2019	FY2020
Hazardous Materials Technician	2	2
<b>Total FTE</b>	<b>2</b>	<b>2</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Utilities & Solid Waste Department  
Hazardous Waste**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01200 Regular Salaries	64,641	66,600	72,119	68,021
01202 PTO Payout	80	0	0	0
01400 Overtime	8,645	4,000	7,967	7,000
01504 Class C Meal Reimbursement	0	0	31	0
02101 FICA	4,015	4,378	4,493	4,652
02102 Medicare	939	1,024	1,051	1,089
02200 Retirement Contributions	5,731	5,832	6,516	6,355
02300 Life and Health Insurance	29,366	31,822	31,483	31,759
03400 Other Contractual Services	161,098	225,200	196,709	225,200
03404 Janitorial Services	0	800	0	300
03410 Other Contractual Svcs - Staffing	8,901	19,000	16,339	22,000
04001 Travel and Per Diem/Mandatory	0	1,600	0	1,600
04002 Travel and Per Diem/Educational	0	1,000	0	1,000
04100 Communications	0	200	0	200
04101 Communications- Cell Phones	140	400	0	400
04200 Freight and Postage	0	0	28	0
04301 Electricity	1,808	1,800	1,984	1,800
04600 Repairs and Maintenance	4,459	3,000	729	3,000
04610 Vehicle Repair and Maintenance	10,005	3,250	2,978	3,500
04611 Building Repair and Maintenance	13,000	20,000	2,750	20,000
04700 Printing and Binding	0	3,500	905	1,500
04900 Other Current Charges	451	2,000	0	2,000
05100 Office Supplies	139	300	0	300
05199 Other Non-Capital Equipment	54	750	0	750
05200 Operating Supplies	3,664	4,000	3,191	5,000
05204 Fuel	4,257	5,000	4,539	5,000
05205 Electrical Supplies	0	3,090	0	3,000
05400 Publications and Memberships	212	250	0	250
05500 Training	590	2,340	2,454	2,500
<b>Total Expenses</b>	<b>322,194</b>	<b>411,136</b>	<b>356,268</b>	<b>418,176</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
4200 Solid Waste	322,194	411,136	356,268	418,176
<b>Total Revenues</b>	<b>322,194</b>	<b>411,136</b>	<b>356,268</b>	<b>418,176</b>

**Accounts of Interest**

03400 - \$24,000 disposal and recycling of light bulbs; \$120,000 disposal of hazardous waste; \$1,000 uniform services; \$2,500 fire safety for Haz Mat Ctr; \$5,000 disposal of oil, gasoline, and filters; \$10,000 recycling of electronics; \$3,000 recycling of batteries; \$5,000 promoting hazardous waste program; \$3,500 for security and service; \$50,000 for one hazardous waste roundup per year, and shred-it event \$1,200.

03404 - Decrease due to actual level of janitorial services.

03410 - Maintenance workers to assist at the Hazardous Waste Center. Increase is due to higher activity in the Center.

04610 - Increase is due to adjustment for actual level of spending.

04700 - Decrease due to actual level of spending needs.

05200 - Increase due to additional needs of work t-shirts and pants.

05500 - Increase due to needs for additional training.

**Significant Changes**

There are no significant program changes.





## Constitutional Officers / Judicial / State Agencies

The Board of County Commissioners is the legislative body for Martin County. The Board of County Commissioners budgets and provides all the funding used by the various County Departments and the separate Constitutional Officers with the exception of fees collected by the Constitutional Officers. Under the direction of the Clerk of the Circuit Court & Comptroller, the Division of Financial Services Department maintains the accounting system for the Board of County Commissioners, the Supervisor of Elections, and the Clerk of the Circuit Court. The Property Appraiser, the Sheriff, and the Tax Collector maintain their own accounting systems.

Questions can be addressed to the Martin County Office of Management and Budget at 772-288-5504.

Constitutional Officers/Judicial	FY20 Adopted Budget	FTE's
Clerk of the Court & Comptroller	\$ 1,682,833	18
Property Appraiser	\$ 3,866,843	41
Sheriff	\$ 71,792,993	596
Sheriff Non-Departmental	\$ 1,706,481	N/A
State Judicial/State Agencies	\$ 2,153,634	N/A
Supervisor of Elections	\$ 1,262,845	9
Tax Collector	\$ 6,725,000	75
<b>Total</b>	<b>\$ 89,190,629</b>	<b>739</b>

**Clerk of the Circuit Court and Comptroller**

**Clerk of the Circuit Court and Comptroller  
Program Chart**  
Total Full-Time Equivalents (FTE) = 18

**Clerk of the Circuit Court and Comptroller  
Total Full Time Equivalents (FTE) = 18**

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance Pct Change</u>	
Total FTE	16.50	17.00	18.00	1.00	6 %
Total Budget Dollars	1,426,214	1,461,625	1,682,833	221,208	15.13 %

\*NOTE: The FY 2019 budget was increased to accommodate an approved COLA to match the County COLA. Actual budget for FY 2019 is 1,496,648. Variance for FY 2019 to FY 2020, including OPEB, is \$186,185.

## Clerk Of The Circuit Court And Comptroller

### Introduction

The Martin County Clerk of the Circuit Court and Comptroller (Clerk) is a Constitutional Officer, elected by and accountable to the residents of Martin County. The Office of the Clerk was established in the Florida Constitution in 1838 and only six have served as Clerk in Martin County since its formation in 1925. The primary duties of the Clerk include serving as county auditor, recorder, and treasurer; ex-officio Clerk to the Board of County Commissioners; clerk of the courts; and custodian of all county funds. The Clerk also fulfills constitutional and statutory duties as a Public Trustee.

Sworn into office in January 2013, the Clerk continues the transition from an era of paper filings and manual records retention and accounting practices to an era of computer and web-based data processing and storage and online viewing of public court records, including electronic records retention and retrieval. An important component of these projects is the protection of confidential and exempt information.

The Clerk is committed to delivering quality service and maintaining the integrity of all public and court records in the electronic age by optimizing technology to the fullest. Projects include court mandated e-Filing, web-based access to court document images, expanding and facilitating access to public and official records, expanding the customer focused website, and advancing accounting practices through the use of electronic tools and best practice models.

Through reorganization, training and realignment of staff duties, bolstered by increased use of innovative software applications, the Clerk pledges to maximize available resources to prioritize customer service and safeguard public funds and records in a most cost-effective and transparent manner.

### Key Issues and Trends

The mission of the Clerk is to ensure a solid system of checks and balances; safeguard public, court, and official records; and serve as Public Trustee. It is increasingly important for the Clerk, as County Auditor and Comptroller, to help watch over county finances. Therefore, the Clerk continues to focus on directly fulfilling the county's accounting and finance needs.

The Clerk continues to provide the County with robust professional services through an Internal Auditor, Certified Public Accountant, Certified Government Finance Officers and Payroll Manager. Financial operations for enterprise funds, including Utility & Solid Waste, the Airport, and Martin County Golf Course are administered by the Clerk to manage the accounting, operating, capital and debt service processes. This position also provides financial oversight and audit support in other areas of county operations, including Parks & Recreation.

Internal Audit provides financial, compliance, investigative, efficiency, performance, and management advisory reviews to ensure County funds and property are protected against fraud, waste and abuse. Recognizing the value of enhanced educational opportunities, the Internal Auditor has obtained the Certified Fraud Examiner, Certified Inspector General Investigator and Certified Internal Auditor designations. The increased level of professional expertise afforded by these designations provides the county added levels of service and compliance.

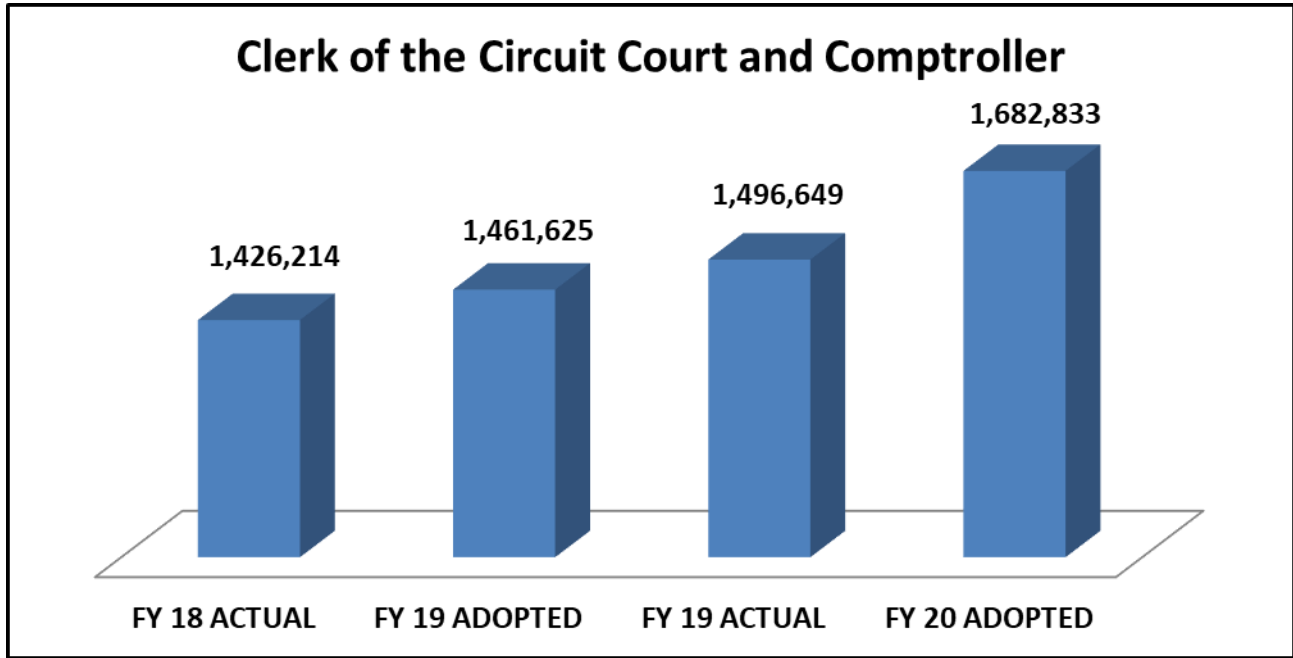
The Fiscal Year 2020 budget request includes a 8% increase necessary to pay the OPEB liability. This recurring cost is the result of the County policy for retiree benefits. The request also includes state-mandated increases to the Florida Retirement System and a modest increase in operating expenses. As in prior years, this office continues to utilize enhanced technology to assist with preparation of the CAFR and to better support the needs and priorities of the Board and County Administration.

Martin County  
Fiscal Year 2020 Adopted Budget

**Clerk Of The Circuit Court And Comptroller**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Clerk of The Circuit Court and Comptroller	1,426,214	1,461,625	1,496,649	1,682,833
<b>Total Expenses</b>	<b>1,426,214</b>	<b>1,461,625</b>	<b>1,496,649</b>	<b>1,682,833</b>



**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
09100 Interfund Transfers	1,426,214	1,461,625	1,496,649	1,682,833
<b>Total Expenses</b>	<b>1,426,214</b>	<b>1,461,625</b>	<b>1,496,649</b>	<b>1,682,833</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,426,214	1,461,625	1,496,649	1,682,833
<b>Total Revenues</b>	<b>1,426,214</b>	<b>1,461,625</b>	<b>1,496,649</b>	<b>1,682,833</b>

**Clerk of The Circuit Court and Comptroller**

**Mission Statement**

The mission of the Clerk of the Circuit Court and Comptroller is to ensure a solid system of checks and balances, safeguard Public and Official Records and serve as Public Trustee.

**Services Provided**

The primary duties of the Office of the Clerk and Comptroller include serving as county auditor, recorder, and treasurer; ex-officio Clerk to the Board of County Commissioners; clerk of the courts; and custodian of all county funds. The Clerk also fulfills constitutional and statutory duties as a Public Trustee.

As the independent Chief Financial Officer for the County, the Office of the Clerk and Comptroller provides oversight on the county budget, revenue and spending and is responsible for all county finances, investments and financial reports.

As the Clerk to the Board of County Commissioners, the office prepares and maintains the Board's minutes and commission records. Additionally, the Clerk's office conducts the administrative business of the Value Adjustment Board and oversees foreclosure and tax deed sales on behalf of the County.

Additional services provided by the Clerk include the following:

- Safeguard and invest County funds in accordance with law and the County's Investment Policy.
- Provide the public with an independent check and balance on the County revenue, debt and spending.
- Ensure compliance with all statutory requirements relating to the processing, maintenance and reporting of the County's Finance Department.
- Pre-audit and process County expenditures, accounts receivable and payroll.
- Provide quality internal audits to assess financial, compliance, efficiency and performance measures and to ensure county funds are protected against fraud, waste, and abuse.
- Provide payroll support for the County, Clerk & Comptroller, and Supervisor of Elections, including compliance with policies and Florida law.
- Prepare and maintain concise and accurate minutes of the official meetings of the Board of County Commissioners.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Authorized Positions	17	18
<b>Total FTE</b>	<b>17</b>	<b>18</b>

**Equipment Expenditures**

None

**Clerk of The Circuit Court and Comptroller**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
09100 Interfund Transfers	1,426,214	1,461,625	1,496,649	1,682,833
<b>Total Expenses</b>	<b>1,426,214</b>	<b>1,461,625</b>	<b>1,496,649</b>	<b>1,682,833</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	1,426,214	1,461,625	1,496,649	1,682,833
<b>Total Revenues</b>	<b>1,426,214</b>	<b>1,461,625</b>	<b>1,496,649</b>	<b>1,682,833</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Property Appraiser**

**Property Appraiser  
 Program Chart**  
 Total Full-Time Equivalents (FTE) = 41.00

**Property Appraiser Program**  
 Total Full Time Equivalents (FTE) = 41.00

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	42.00	42.00	41.00	-1.00	-2 %
<b>Total Budget Dollars</b>	3,575,222	3,795,759	3,866,843	71,084	1.87 %

## Property Appraiser

### Introduction

The Property Appraiser, as an elected official, has the responsibility to fulfill the official duties and responsibilities as mandated by the Florida State Constitution and Statutes.

### Key Issues and Trends

The Property Appraiser's office (PAO) must continually update and change in order to accomplish its job due to issues like the changing real estate market, implementation of Constitutional Amendments approved by the voters, and changing rules and regulations.

The County's preliminary June 1st, 2019 estimated taxable value increased by 2.65% or \$585,030,660 from the previous year. It should be noted that the value increase would have been 4.24% or \$934,930,225 if FP&L had not decommissioned two (2) of its older power units in Indiantown during 2018.

### Explanation of the County's Reported Budget Amounts

Pursuant to Florida Statutes 200.069, the postage cost of mailing TRIM notices is at the expense of the Board of County Commissioners. The Property Appraiser's office does not have fiscal responsibility for any portion of the TRIM postage, even though it is shown on these budget pages.

The "**FY2018 Actual**" reflected on these pages represents only the Board of County Commissioners portion of the PAO final budget approved by the Florida Department of Revenue (FDOR) in September, 2017. It also includes the cost of mailing TRIM notices (\$33,570), which is at the expense of the Board of County Commissioners. The actual PAO FY2018 budget is \$3,692,051 with 42 FTE positions. The final actual FY2018 expenditures were \$3,595,368.

The "**FY2019 Adopted**" reflected on these pages represents the total PAO budget as originally proposed to the FDOR in May, 2018. It does not include the FDOR adjustment for official salary (\$1,380) and the September, 2018 budget amendment (\$77,454) which represents the 2018/2019 salary adjustment directed by the BOCC. The directive called for 3% or \$0.63 per hour, whichever greater. In January 2019, the budget was also amended to reduce the FTE's by (1) employee, bringing the total budget down to 41 FTE positions. The total approved Property Appraiser FY2019 final budget including all DOR adjustments is \$3,874,593.

Consequently, the **FY2019 to FY2020 variance is zero FTE's and a favorable reduction of \$7,750 (-0.2%)**. The \$7,750 decrease is primarily due to reduced capital expenditures related to the replacement of our current computer assisted mass appraisal (CAMA) system. The conversion began in July 2018 and we anticipate the contract to be paid in full by the end of the 2019/2020 Budget year.

The "**FY2020 Adopted**" reflected on these pages represents the total PAO budget as proposed to the FDOR in May, 2019. The Board of County Commission's portion of this adopted PAO budget is estimated to be \$3,721,387.



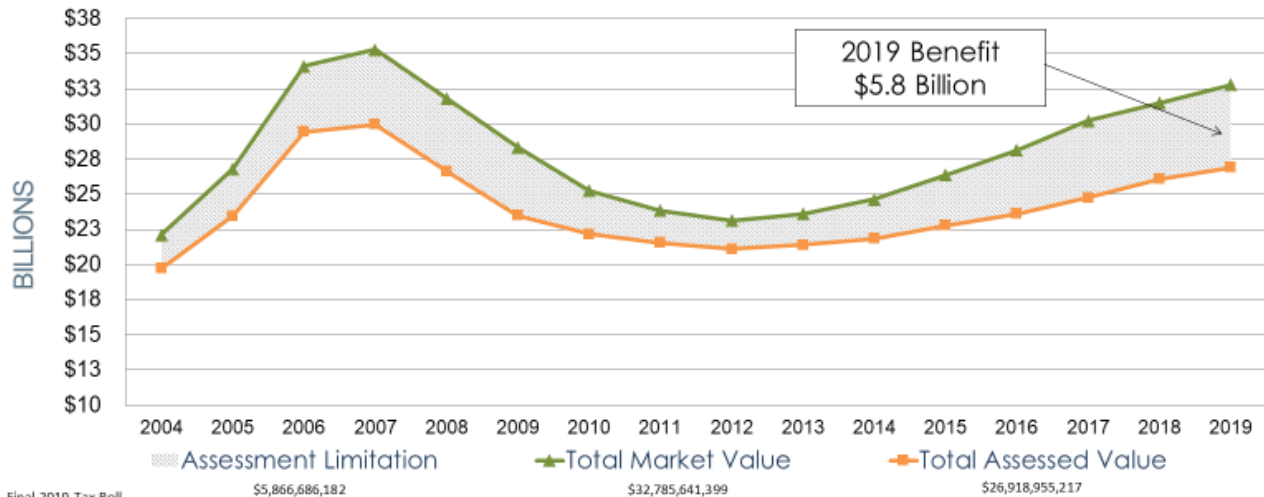
Property Appraiser

**Program Summary**

Program	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
Property Appraiser Program	3,575,222	3,795,759	3,753,141	3,866,843
<b>Total Expenses</b>	<b>3,575,222</b>	<b>3,795,759</b>	<b>3,753,141</b>	<b>3,866,843</b>

## MARKET VALUE VS. ASSESSED VALUE

Value Not Being Taxed due to various assessment limitations  
(i.e. SOH Benefit, Non-Homestead Cap, Ag Classification)



**Expenditures and Revenues**

Expense Classification	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
09100 Interfund Transfers	3,575,222	3,795,759	3,753,141	3,866,843
<b>Total Expenses</b>	<b>3,575,222</b>	<b>3,795,759</b>	<b>3,753,141</b>	<b>3,866,843</b>

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	3,575,222	3,795,759	3,753,141	3,866,843
<b>Total Revenues</b>	<b>3,575,222</b>	<b>3,795,759</b>	<b>3,753,141</b>	<b>3,866,843</b>

**Property Appraiser  
Property Appraiser Program**

**Mission Statement**

By State law it is the responsibility of the County Property Appraiser's office to locate, identify and appraise all property subject to ad valorem taxes, and process allowable exemptions.

**Services Provided**

- Appraise about 95,100 parcels of real property
- Assess tangible personal property (business furniture, fixtures and equipment)
- Physically inspect all new construction annually
- Physically inspect properties every five years as required by statute in order to review the condition, quality and size of structures
- Provide public assistance and information including computer data reports
- Administer about 112,500 exemptions, spanning over 25 types of exemptions
- Originate and maintain the countywide assessment maps
- Process the tax roll and comply with many reporting requirements

**Goals and Objectives**

- To fulfill the Property Appraiser's responsibilities as mandated by the Florida State Constitution and Statutes.
- To achieve and sustain performance excellence throughout the office by communicating effectively, collaborating as a team and developing process improvements on a daily basis.

**Initiatives**

- The replacement of our current Computer Assisted Mass Appraisal (CAMA) system began in July 2018. We estimate the conversion process to take approximately 18 months. Prior to the commencement of the \$800,000 conversion contract, and with the assistance of the BOCC Office of Management & Budget, our office was able to establish a contract reserve of \$414,750. With effective management of funds, we have been able to undertake the conversion without the need of securing outside financing and anticipate the contract to be paid in full by the end of the FY20 budget. The conversion process continues to meet timely milestones. This is an exciting opportunity for our office to streamline and improve our processes as a direct result of a new exceedingly versatile and comprehensive CAMA system.
- The homestead exemption compliance effort remains an important aspect of our office function and responsibility. Since 2015, our efforts have resulted in recovering over \$125 million dollars in value, and approximately \$2.5 million dollars in recovered taxes. In 2018, we broadened our efforts and incorporated a 3<sup>rd</sup> party vendor into our compliance discovery process. Our vendor has access to extensive national databases and via sophisticated data algorithms, has the ability to alert us as to potential suspicious exemptions. Owners are flagged for multiple reasons such as; possible multi-state property benefits, deaths occurring in other states, and properties that may be rented. As owners are flagged, our staff continues the investigative process to determine the validity of the current exemption and determine whether such exemption should remain. If we determine the exemption is not valid, it will be removed, or possible lien placed on the property for the capture of past taxes.
- We incorporated new mapping technology (Parcel Fabric) into our existing mapping software. This technology allows map edits, made by staff, to automatically flow from one map layer to multiple layers. This flow eliminates the redundant map edits staff had to make, saving time and increasing accuracy. This process improvement and quality control enhancement supports our office-wide goal to achieve and sustain performance excellence throughout the office.
- The office anticipates relocating our main office to the Willoughby Commons location in the Fall of 2019. Internal planning began in 2018 and we anticipate a smooth transition. It is imperative that the relocation is completed during the non-critical portion of our tax roll production cycle and does not disrupt periods of normal, high volume customer service activity.

**Accomplishments**

- Our office has an on-going initiative to achieve and sustain performance excellence throughout the office. We continually challenge ourselves to communicate effectively, collaborate as a team and develop process improvements on a daily basis. We have made numerous process improvements resulting in documented savings.
- The Property Appraiser continues to ensure that all requirements are met for our prestigious International Association of Assessing Officers (IAAO) *Certificate of Excellence in Assessment Administration* (CEAA) certification. Our continued dedication to the highest assessment administration standards has resulted in continuous improvements in all aspects of office operations.
- A key element of the CEAA certification requires an on-going dedication to education and learning. Deputies are encouraged to pursue continuing education and training. We are proud of our staff's efforts. Five employees have achieved the notable Certified Florida Evaluator (CFE) designation this past budget year.
- We have completed another successful annual financial audit without comment, as well as an annual in-depth appraisal audit and review by the Florida Department of Revenue.
- Our office was instrumental in aiding Bay County perform property damage assessment in the wake of Hurricane Michael. Using internal desktop aerial photography technology, our office personnel were able to assist in the compilation of damage assessment statistics for a sister County in Florida.

**Benchmarks**

- The office is an active contributing member of the informal roundtable email group representing Property Appraiser offices across Florida. This is a valuable resource to obtain data for comparison on operating procedures, quality assurance procedures, production methods, forms, and staff benefits and wages.
- Our office has developed a merit-only salary adjustment process. Annual compensation is based on merit as measured through our quality benchmarks set forth in our merit-based performance review system.

**Outcomes**

Meet the established goals of generating a timely and accurate property tax roll.

**Staffing Summary**

Job Title	FY2019	FY2020
Authorized Positions	42	41
<b>Total FTE</b>	<b>42</b>	<b>41</b>

**Equipment Expenditures**

None

**Expenditures and Revenues**

Expense Classification	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
09100 Interfund Transfers	3,575,222	3,795,759	3,753,141	3,866,843
<b>Total Expenses</b>	<b>3,575,222</b>	<b>3,795,759</b>	<b>3,753,141</b>	<b>3,866,843</b>

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	3,575,222	3,795,759	3,753,141	3,866,843
<b>Total Revenues</b>	<b>3,575,222</b>	<b>3,795,759</b>	<b>3,753,141</b>	<b>3,866,843</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Sheriff**

<p><b>Sheriff</b> <b>Program Chart</b> Total Full-Time Equivalents (FTE) = 596.00</p>
---

<p><b>Sheriff/Law Enforcement</b> Total Full Time Equivalents (FTE) = 418</p>
<p><b>Sheriff/Corrections</b> Total Full Time Equivalents (FTE) = 152</p>
<p><b>Judicial</b> Total Full Time Equivalents (FTE) = 26</p>

	<u>FY 2018</u> <u>ACTUAL</u>	<u>FY 2019</u> <u>ADOPTED</u>	<u>FY 2020</u> <u>ADOPTED</u>	<u>FY 2019 to FY 2020</u> <u>Variance</u>	<u>Pct Change</u>
Total FTE	573.00	586.00	596.00	10.00	2 %
Total Budget Dollars	63,923,840	67,045,588	70,792,993	3,747,405	5.59 %

**Sheriff**

**Introduction**

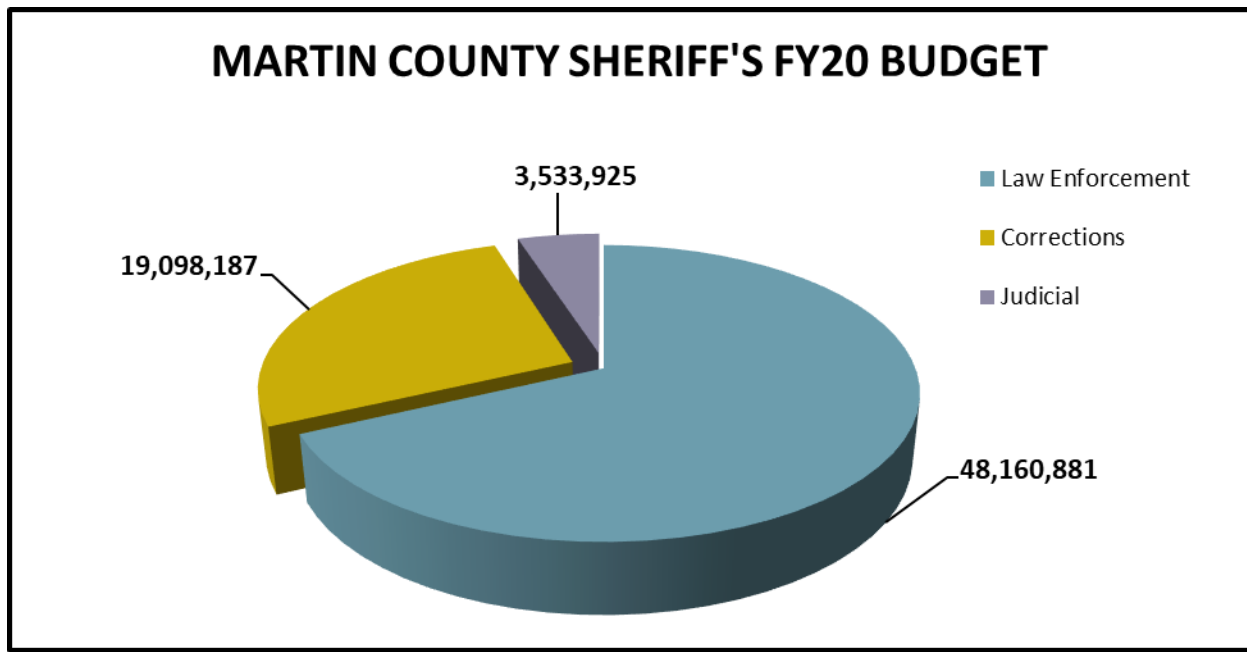
The Sheriff, as an elected official, has the responsibility to fulfill the official duties as mandated in the Florida State Constitution and Statutes.

**Key Issues and Trends**

The Sheriff's budget is broken down into three areas: Law Enforcement, Corrections, and Judicial. The budget, as presented, is a continuation of existing programs and reflects cost saving measures while ensuring the safety of the citizens of Martin County.

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Sheriff/Law Enforcement	43,800,816	45,228,878	45,228,878	48,160,881
Sheriff/Corrections	17,106,620	18,390,914	18,390,914	19,098,187
Judicial	3,016,404	3,425,796	3,425,796	3,533,925
<b>Total Expenses</b>	<b>63,923,840</b>	<b>67,045,588</b>	<b>67,045,588</b>	<b>70,792,993</b>



**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
09100 Interfund Transfers	63,923,840	67,045,588	67,045,588	70,792,993
<b>Total Expenses</b>	<b>63,923,840</b>	<b>67,045,588</b>	<b>67,045,588</b>	<b>70,792,993</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	60,898,596	63,618,192	63,610,602	67,257,468
1589 \$15 Lcl Ord~Ct Facilities FS318.18	3,016,404	3,425,796	3,425,796	3,533,925
34290 Other Public Safety Fees	8,840	1,600	9,190	1,600
<b>Total Revenues</b>	<b>63,923,840</b>	<b>67,045,588</b>	<b>67,045,588</b>	<b>70,792,993</b>

**Sheriff  
Sheriff/Law Enforcement**

**Mission Statement**

Our mission is to serve and safeguard all persons in Martin County and insure the quality of life for all through the effective and efficient delivery of law enforcement.

**Services Provided**

- Administration
- Road Patrol
- Criminal Investigation
- Field Support
- Directed Preparations

**Goals and Objectives**

Fulfill law enforcement responsibilities as mandated by the Florida State Constitution and Statutes.

**Staffing Summary**

Job Title	FY2019	FY2020
Authorized Positions	408	418
<b>Total FTE</b>	<b>408</b>	<b>418</b>

**Equipment Expenditures**

None

**Expenditures and Revenues**

Expense Classification	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
09100 Interfund Transfers	43,800,816	45,228,878	45,228,878	48,160,881
<b>Total Expenses</b>	<b>43,800,816</b>	<b>45,228,878</b>	<b>45,228,878</b>	<b>48,160,881</b>

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	43,800,816	45,228,878	45,228,878	48,160,881
<b>Total Revenues</b>	<b>43,800,816</b>	<b>45,228,878</b>	<b>45,228,878</b>	<b>48,160,881</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Sheriff  
Sheriff/Corrections**

**Mission Statement**

Our mission is to serve and safeguard all persons in Martin County and insure the quality of life for all through the effective and efficient delivery of corrections, operations, and services.

**Services Provided**

- Administration
- Facility Operations
- Support

**Goals and Objectives**

Fulfill corrections-related responsibilities as mandated by the Florida State Constitution and Statutes. Operate the County Correctional Facility in the most efficient and effective manner. Provide the public with safe and secure structures that comply with standards set forth by local, State, Federal and other governing bodies for correctional operations.

**Staffing Summary**

Job Title	FY2019	FY2020
Authorized Positions	151	152
<b>Total FTE</b>	<b>151</b>	<b>152</b>

**Equipment Expenditures**

None

**Expenditures and Revenues**

Expense Classification	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
09100 Interfund Transfers	17,106,620	18,390,914	18,390,914	19,098,187
<b>Total Expenses</b>	<b>17,106,620</b>	<b>18,390,914</b>	<b>18,390,914</b>	<b>19,098,187</b>

Revenue Source	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ACTUAL	FY 2020 ADOPTED
0001 General Fund	17,097,780	18,389,314	18,381,724	19,096,587
34290 Other Public Safety Fees	8,840	1,600	9,190	1,600
<b>Total Revenues</b>	<b>17,106,620</b>	<b>18,390,914</b>	<b>18,390,914</b>	<b>19,098,187</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.

**Sheriff  
Judicial**

**Mission Statement**

In accordance with Florida Statutes, the Sheriff has the responsibility for providing bailiffs and/or security for all courtrooms and specified official executive meetings within Martin County.

**Services Provided**

- Bailiffs and/or security for all courtrooms and specified official executive meetings within Martin County.

**Goals and Objectives**

Court security will only be maintained by those individuals who are trained and qualified to perform the functions associated with judicial security.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Authorized Positions	27	26
<b>Total FTE</b>	<b>27</b>	<b>26</b>

**Equipment Expenditures**

None

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
09100 Interfund Transfers	3,016,404	3,425,796	3,425,796	3,533,925
<b>Total Expenses</b>	<b>3,016,404</b>	<b>3,425,796</b>	<b>3,425,796</b>	<b>3,533,925</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
1589 \$15 LCL Ord-Ct Facilities FS318.18	3,016,404	3,425,796	3,425,796	3,533,925
<b>Total Revenues</b>	<b>3,016,404</b>	<b>3,425,796</b>	<b>3,425,796</b>	<b>3,533,925</b>

**Accounts of Interest**

None

**Significant Changes**

There are no significant program changes.



**Sheriff Non – Departmental**

<b>Sheriff Non-Departmental Program Chart</b> Total Full-Time Equivalents (FTE) = 0.0
--

<b>E-911</b> Total Full Time Equivalents (FTE) = 0
<b>Other Programs</b> Total Full Time Equivalents (FTE) = 0

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	0.0	0.0	0.0	0.0	0 %
<b>Total Budget Dollars</b>	1,774,484	1,614,225	1,706,481	92,256	5.72 %

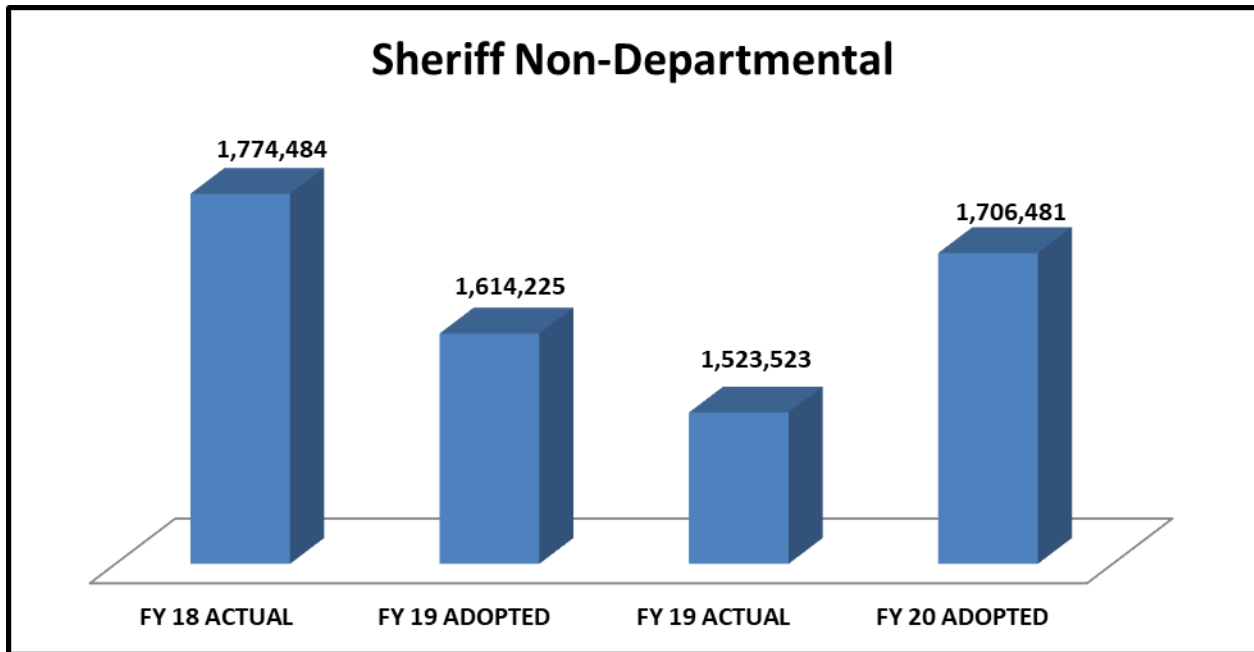
**Sheriff Non-Departmental**

**Introduction**

Sheriff's Non-Departmental funding encompasses a range of narrowly specialized public safety programs.

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
E-911	1,497,937	1,173,060	1,171,476	1,265,316
Other Programs	276,546	441,165	352,047	441,165
<b>Total Expenses</b>	<b>1,774,484</b>	<b>1,614,225</b>	<b>1,523,523</b>	<b>1,706,481</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Sheriff Non-Departmental**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	209,099	171,773	129,600	182,774
04100 Communications	254,076	342,451	219,387	395,196
04101 Communications- Cell Phones	1,150	0	1,257	0
04200 Freight And Postage	18	0	0	0
04400 Rentals And Leases	47,167	47,210	48,227	47,210
04600 Repairs And Maintenance	1,988	0	0	0
04612 Software Maintenance	21,912	21,571	53,315	21,571
04614 Hardware Maintenance	0	61,122	0	61,122
04900 Other Current Charges	0	0	5,594	0
05175 Computer Equipment \$1,000-\$4999.99	0	0	3,611	0
05179 Other Equipment \$1000-\$4999.99	21,932	52,500	26,232	52,500
05195 Non-Capital Computer Equipment	0	0	7,250	0
05199 Other Non-Capital Equipment	508	0	549	0
05200 Operating Supplies	0	24,250	4,123	24,250
05204 Fuel	55,437	36,250	74,427	36,250
05211 Software Services	396,463	0	162,012	0
05400 Publications And Memberships	40	0	40	0
05500 Training	1,255	0	550	0
06400 Furniture And Equipment	61,644	0	0	0
09100 Interfund Transfers	647,925	780,098	728,668	808,608
09101 Interfund Transfers/ Law Education	53,870	77,000	58,682	77,000
<b>Total Expenses</b>	<b>1,774,484</b>	<b>1,614,225</b>	<b>1,523,523</b>	<b>1,706,481</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	206,471	252,165	228,905	252,165
137504 E911 State Grant FY14-15	0	0	1,863	0
1521 E-911	1,113,752	1,173,060	1,113,565	1,265,316
33120 Federal Grants/Public Safety	0	100,000	63,618	100,000
33420 State Grants/Public Safety	384,185	0	56,048	0
35110 Judgements & Fines-County Ct Crim	51,680	70,000	42,030	70,000
35120 Judgements & Fines-Circuit Ct Crim	18,394	19,000	17,494	19,000
<b>Total Revenues</b>	<b>1,774,484</b>	<b>1,614,225</b>	<b>1,523,523</b>	<b>1,706,481</b>

**Accounts of Interest**

- 03400 - Stuart Police Department Public Safety Answering Point services (\$124,774); Martin County Fire Rescue Secondary Public Safety Answering Point services (\$13,000); cost for transportation of Baker Act patients (\$45,000).
- 04100 - E911 network communication charges and renewals. Increase (\$52,745) due to contractual service cost increases from vendor.
- 04400 - Annual Airport lease agreement (\$42,410); Sheriff's Office marine rental (\$4,800).
- 04612 - Various licensing and interfacing for E911.
- 04614 - E911 Hardware Maintenance for public safety answering point system.
- 09100 - Personnel costs related to the salary and fringe benefits for the E911 Tariff Fund dispatchers and personnel costs related to the E911 Coordinator for the Martin County Sheriff's Office (\$649,653); Crime Prevention fines collected by the Clerk and paid to the Sheriff (\$58,955); State Criminal Alien Assistance Program (SCAAP) grant from the Department of Justice and paid to the Sheriff (\$100,000).
- 09101 - Law Enforcement Education Fines collected by the Clerk of the Circuit Court and Comptroller, paid to the Sheriff.

**State Judiciary / State Agencies**

**State Judiciary / State Agencies  
Program Chart**

<b>State Attorney</b> Total Full Time Equivalents (FTE) = 0
<b>State Attorney/Article V</b> Total Full Time Equivalents (FTE) = 0
<b>Public Defender</b> Total Full Time Equivalents (FTE) = 0
<b>Public Defender/Article V</b> Total Full Time Equivalents (FTE) = 0
<b>Medical Examiner</b> Total Full Time Equivalents (FTE) = 0
<b>Judicial Non-Departmental</b> Total Full Time Equivalents (FTE) = 0
<b>Judicial - Legal Aid</b> Total Full Time Equivalents (FTE) = 0
<b>Alt Juv Program</b> Total Full Time Equivalents (FTE) = 0
<b>Judicial - Innovative Court Program</b> Total Full Time Equivalents (FTE) = 0

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
Total FTE	0.0	0.0	0.0	0.0	0 %
Total Budget Dollars	1,717,734	2,177,888	2,153,634	-24,254	-1.11 %

**State Judiciary / State Agencies**

**Introduction**

State Judicial / State Agencies, as a department, encompasses a range of court system related programs and agencies: such as Guardian Ad Litem, Court Administration and Judges, Juvenile Justice, State Attorney, Medical Examiner, Public Defender, Victim Assistance Program, and other judicial related items.

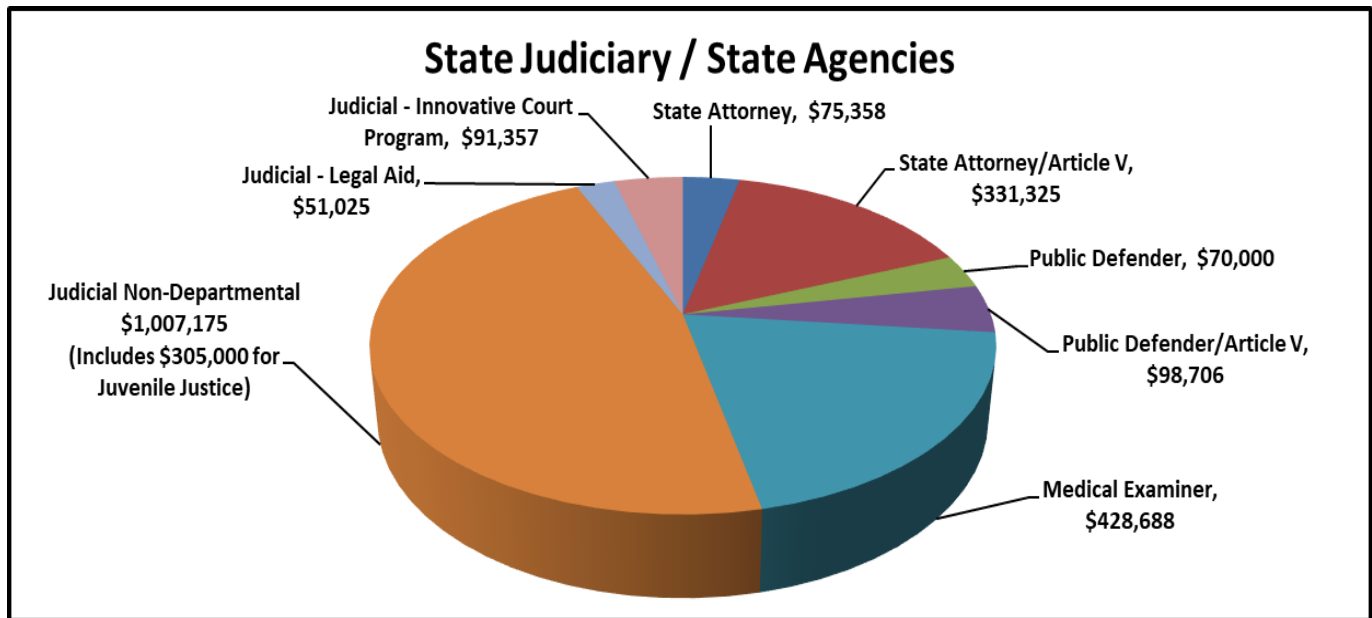
**Key Issues and Trends**

After the implementation of Article V, some of the major court system expenditures were transferred to the State along with the court fee revenues that support those functions. For example, the State is responsible for the costs of expert witness fees and interpreters. The County uses one of the types of recording fee revenues to pay for court technology, while other types of court fees are used for expenditures related to the operations of the Public Defender, Court Administration, Guardian Ad Litem, and the State Attorney's Office.

Juvenile Justice detention predisposition (\$305,000), which has been shifted from the State, continues to be paid at the local level without any correlating revenue.

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
State Attorney	70,109	71,960	71,960	75,358
State Attorney/Article V	200,538	318,490	275,010	331,325
Public Defender	70,000	70,000	70,000	70,000
Public Defender/Article V	80,127	85,301	80,315	98,706
Medical Examiner	450,517	488,347	488,347	428,688
Judicial Non-Departmental	666,615	1,001,995	1,079,741	1,007,175
Judicial - Legal Aid	55,855	53,010	47,257	51,025
Judicial - Innovative Court Program	123,972	88,785	89,730	91,357
<b>Total Expenses</b>	<b>1,717,734</b>	<b>2,177,888</b>	<b>2,202,359</b>	<b>2,153,634</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**State Judiciary / State Agencies**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03100 Professional Services	0	0	14,400	0
03400 Other Contractual Services	1,764	7,764	1,764	8,776
03404 Janitorial Services	975	1,080	939	1,080
03405 IT Services	508,882	622,963	576,051	648,018
04002 Travel And Per Diem/Educational	0	0	646	0
04100 Communications	16,052	21,853	20,252	21,969
04300 Utility Services	11,359	11,392	11,962	11,735
04400 Rentals And Leases	122,872	123,055	122,673	125,548
04600 Repairs And Maintenance	3,720	2,400	2,400	2,400
04900 Other Current Charges	432,756	532,661	541,587	478,870
04954 County Witness Fees	9,540	5,000	5,880	5,000
04957 Miscellaneous Judicial Costs	33,332	41,413	47,943	47,167
05500 Training	0	0	299	0
08100 Aid to Governmental Agencies	450,517	736,347	736,347	676,688
08200 Aid to Private Organizations	55,855	0	47,257	51,025
08300 Other Grants And Aids	70,109	71,960	71,960	75,358
<b>Total Expenses</b>	<b>1,717,734</b>	<b>2,177,888</b>	<b>2,202,359</b>	<b>2,153,634</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	869,681	1,252,195	1,326,646	1,199,335
1581 \$2 Ma Crim Justice I S - State Atty	15,664	131,898	87,397	150,413
1582 \$2 Ma Crim Justice I S - Pub Def	1,066	9,012	4,028	27,387
1583 \$2 Ma Crim Justice I S - Ct Admin	190,849	197,880	196,189	209,588
1584 \$2 Ma Crim Justice I S - G A Litem	-7,761	0	-9,339	0
1585 \$65 Lcl Ord-Ct Innovation FS939.185	68,171	35,785	42,553	40,357
1586 \$65 Lcl Ord-Legal Aid FS939.185	55	10	96	25
1589 \$15 Lcl Ord-Ct Facilities FS318.18	156,742	160,935	159,381	163,899
34116 County Portion (\$2) Recording Fee	309,064	284,173	297,776	260,630
348921 Court Innovations/Local Req	55,801	53,000	47,177	51,000
348922 Legal Aid	55,800	53,000	47,161	51,000
36900 Other Miscellaneous Revenues	2,601	0	3,295	0
<b>Total Revenues</b>	<b>1,717,734</b>	<b>2,177,888</b>	<b>2,202,359</b>	<b>2,153,634</b>

**State Judiciary / State Agencies**

**Accounts of Interest**

- 03400 - Martin County portion of Guardian Ad Litem contracted services (\$1,776); miscellaneous to include cost of processing various ordinance violations (\$7,000). Costs offset by court facility fees.
- 03404 - Martin County portion of State Attorney janitorial costs (\$1,080). Costs offset by court facility fees.
- 03405 - Martin County portion of information technology costs for State Attorney (\$233,913), Public Defender (\$88,387), Court Administrator (\$310,588), and Guardian Ad Litem (\$15,130). These costs are partially offset by court facility fees.
- 04900 - Decrease due to dollars moved to #08200. Mental Health Court (\$70,000); Department of Juvenile Justice Cost Sharing (\$305,000); Martin County portion of Guardian Ad Litem operating (\$1,200) and G&A charge (\$11,313); and Court Innovations (\$91,357). Costs offset by court facility fees.
- 04957 - Increase (\$5,754) based on Martin County portion of judicial costs for Court Administration (facility wiring).
- 08100 - Medical Examiner (\$428,688); Pretrial Program for the Martin County Sherriff's Office (\$248,000).
- 08200 - Legal Aid (\$51,025). Costs offset by court facility fees. Dollars moved from #04900 to reflect the proper account number.
- 08300 - Increase (\$3,398) reflects the budget request submitted by the State Attorney's Office for the Victim's Services Program.

### Supervisor of Elections

<b>Supervisor of Elections</b> <b>Program Chart</b> Total Full-Time Equivalents (FTE) = 9.00
--

<b>Elections</b> Total Full Time Equivalents (FTE) = 9
<b>General Elections</b> Total Full Time Equivalents (FTE) = 0
<b>Elections-Capital &amp; Voter Ed Train</b> Total Full Time Equivalents (FTE) = 0

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	8.00	8.00	9.00	1.00	13 %
<b>Total Budget Dollars</b>	1,244,852	1,164,387	1,262,845	98,458	8.46 %



## Supervisor of Elections

### Introduction

The Supervisor of Elections for Martin County is an elected constitutional officer. The Supervisor is responsible for administering all elections in the County, conducting voter registration and issuing voter information cards, maintaining voter registration lists, and providing for absentee registration and voting.

The Supervisor of Elections also qualifies candidates for County office and receives candidate campaign finance reports and financial disclosure reports. Other duties and responsibilities include maintaining election equipment, hiring and training poll workers, equipping polling places, and providing information and statistics about voter registration, voting, and elections in Martin County.

### Key Issues and Trends

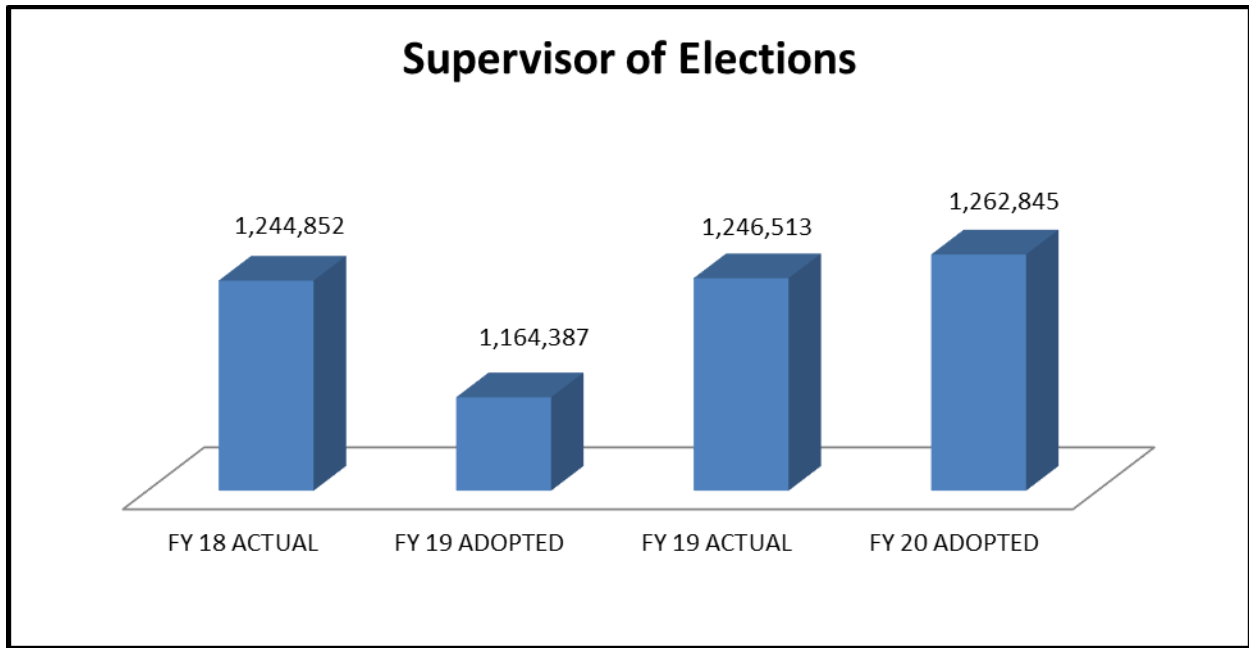
The goal of the Supervisor of Elections is to provide excellent voter services as well as secure elections at the level Martin County voters expect. Annually, every effort is made to maintain a flat budget through a zero based budgeting approach. The 2019-2020 budget does reflect an increase due to preparation for two primary elections; the addition of a full-time member of staff; and increased costs due to a directive from Chief United States District Judge Mark Walker requiring all official election-related materials to be provided in Spanish.

FY08 Cost per Voter - \$14.22  
FY09 Cost per Voter - \$13.10  
FY10 Cost per Voter - \$12.53  
FY11 Cost per Voter - \$11.95  
FY12 Cost per Voter - \$12.33  
FY13 Cost per Voter - \$11.64  
FY14 Cost per Voter - \$11.16  
FY15 Cost per Voter - \$11.46  
FY16 Cost per Voter - \$11.49  
FY17 Cost per Voter - \$11.17  
FY18 Cost per Voter - \$10.45  
FY19 Cost per Voter - \$10.32  
FY20 Cost per Voter - \$11.51

**Supervisor Of Elections**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Elections	828,054	766,776	784,356	788,788
General Elections	343,303	397,611	391,870	474,057
Elections-Capital & Voter Ed Train	73,495	0	70,287	0
<b>Total Expenses</b>	<b>1,244,852</b>	<b>1,164,387</b>	<b>1,246,513</b>	<b>1,262,845</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Supervisor of Elections**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01100 Executive Salaries	130,376	130,376	131,511	131,511
01200 Regular Salaries	335,870	354,848	353,167	370,240
01202 PTO Payout	2,995	3,000	16,800	3,000
01300 Other Salaries	36,366	80,740	60,350	96,360
01400 Overtime	1,432	6,000	4,658	6,000
02101 FICA	28,926	35,648	30,581	37,642
02102 Medicare	6,768	8,344	7,192	8,804
02200 Retirement Contributions	58,202	63,059	65,779	66,434
02300 Life And Health Insurance	42,292	56,830	58,974	63,675
02610 Other Postemployment Benefits	2,874	6,766	3,758	6,766
03103 Prof Serv-Outside Counsel-Non-Lit	1,108	1,000	6,078	1,000
03400 Other Contractual Services	234,628	131,510	180,747	192,295
03410 Other Contractual Svcs - Staffing	8,559	12,025	13,664	0
04000 Travel And Per Diem	6,763	10,000	15,852	7,500
04002 Travel And Per Diem/Educational	197	0	0	0
04100 Communications	5,971	3,620	5,255	5,540
04101 Communications- Cell Phones	463	2,000	540	2,490
04104 Communications-Data/Wireless Svcs	515	1,080	475	1,080
04200 Freight And Postage	26,285	32,000	42,378	32,000
04400 Rentals And Leases	4,179	1,000	2,157	4,000
04402 Rentals And Leases/Copier Leases	13,658	19,500	13,357	19,500
04600 Repairs And Maintenance	27	1,000	0	1,000
04610 Vehicle Repair And Maintenance	2,899	1,000	387	1,000
04612 Software Maintenance	89,824	98,530	92,844	116,658
04614 Hardware Maintenance	27,239	7,000	34,168	32,500
04800 Promotional Activities	1,518	3,000	4,693	3,000
04900 Other Current Charges	135	500	647	500
04910 Fleet Replacement Charge	2,350	2,350	2,350	2,350
05100 Office Supplies	25,940	37,000	11,814	30,000
05175 Computer Equipment \$1,000-\$4999.99	0	2,500	0	0
05179 Other Equipment \$1000-\$4999.99	0	0	57,460	0
05195 Non-Capital Computer Equipment	1,618	2,500	0	0
05199 Other Non-Capital Equipment	0	2,500	0	0
05200 Operating Supplies	0	2,000	0	0
05204 Fuel	858	3,000	972	3,000
05208 Software Licenses	5,463	25,500	0	0
05210 Food	1,228	1,661	1,407	1,500
05400 Publications And Memberships	7,511	7,500	6,896	7,500
05402 Publications/Subscriptions	1,308	1,500	2,118	2,000
05500 Training	2,925	6,000	8,409	6,000
06200 Buildings	19,300	0	0	0
06401 Computer Equipment	5,860	0	0	0
09100 Interfund Transfers	100,421	0	9,011	0
910004 Transfer to Supervisor of Elections	0	0	63	0
<b>Total Expenses</b>	<b>1,244,852</b>	<b>1,164,387</b>	<b>1,246,513</b>	<b>1,262,845</b>

Martin County  
Fiscal Year 2020 Adopted Budget

**Supervisor of Elections**

**Expenditures and Revenues (cont)**

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0004 General Fund - Supervisor of Election	1,171,357	1,164,387	1,175,867	1,262,845
12902 Help America Vote Act (Hava)	0	0	64	0
12903 Ballot on Demand Equipment	1,337	0	2,474	0
12904 Help America Vote Act (HAVA) FY17	0	0	9,250	0
12907 Help America Vote Act (Security)	0	0	90	0
33110 Federal Grants/General Government	67,270	0	57,819	0
810001 Transfer From Fund 0001	1,828	0	0	0
810004 Transfer From Fund 0004	3,061	0	950	0
<b>Total Revenues</b>	<b>1,244,852</b>	<b>1,164,387</b>	<b>1,246,513</b>	<b>1,262,845</b>

**Supervisor of Elections  
Elections**

**Mission Statement**

As a gatekeeper of the democratic process, the Supervisor of Elections will uphold the elections laws of the State of Florida and the Constitution of the United States, thereby ensuring the integrity of the elections process. The mission of the Supervisor of Elections is to enhance public confidence, encourage citizen participation, and increase voter awareness and education for citizens of all ages.

**Services Provided**

The responsibilities of the Supervisor of Elections are set forth in the Constitution and Laws of the State of Florida and include, but are not limited to providing:

- Voter registration services
- Conduction of elections
- Candidate, committee, and political party support services
- Voter education

**Goals and Objectives**

The Supervisor of Elections will uphold the elections laws of the State of Florida and the Constitution of the United States, thereby ensuring the integrity of the elections process.

**Outcomes**

To fulfill the mission of the Supervisor of Elections to enhance public confidence, encourage citizen participation, and increase voter awareness and education for citizens of all ages.

**Staffing Summary**

Job Title	FY2019	FY2020
Asst Chief Deputy-Elect Admin	1	
Deputy of Special Projects	1	3
Deputy of Elections Support Svcs	1	1
Deputy of Voters Services	1	1
Deputy of Election Finance	1	1
Chief Deputy	1	1
Supervisor of Elections	1	1
Deputy of Elections Outreach	1	1
<b>Total FTE</b>	<b>8</b>	<b>9</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Supervisor of Elections  
Elections**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01100 Executive Salaries	130,376	130,376	131,511	131,511
01200 Regular Salaries	335,870	354,848	353,167	370,240
01202 PTO Payout	2,995	3,000	16,800	3,000
01300 Other Salaries	0	5,000	4,500	5,000
01400 Overtime	1,132	5,000	3,571	5,000
02101 FICA	28,611	30,890	30,209	31,915
02102 Medicare	6,695	7,224	7,105	7,464
02200 Retirement Contributions	58,202	63,059	65,779	66,434
02300 Life and Health Insurance	42,292	56,830	58,974	63,675
02610 Other Postemployment Benefits	2,874	6,766	3,758	6,766
03103 Prof Serv-Outside Counsel-Non-Lit	1,108	1,000	6,078	1,000
03400 Other Contractual Services	35,838	3,925	2,956	3,925
04000 Travel and Per Diem	6,763	10,000	14,928	7,500
04002 Travel and Per Diem/Educational	197	0	0	0
04100 Communications	18	0	0	0
04200 Freight and Postage	6,019	2,000	2,065	2,000
04400 Rentals and Leases	1,855	0	0	0
04402 Rentals and Leases/Copier Leases	13,618	19,500	10,967	19,500
04600 Repairs and Maintenance	27	1,000	0	1,000
04612 Software Maintenance	39,513	40,858	40,584	40,858
04800 Promotional Activities	808	3,000	4,693	3,000
04900 Other Current Charges	155	500	512	500
05100 Office Supplies	2,502	5,000	2,046	5,000
05199 Other Non-Capital Equipment	0	2,500	0	0
05200 Operating Supplies	0	1,000	0	0
05210 Food	138	0	0	0
05400 Publications and Memberships	7,102	7,500	6,808	7,500
05402 Publications/Subscriptions	0	0	-75	0
05500 Training	2,925	6,000	8,409	6,000
09100 Interfund Transfers	100,421	0	9,011	0
<b>Total Expenses</b>	<b>828,054</b>	<b>766,776</b>	<b>784,356</b>	<b>788,788</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0004 General Fund - Supervisor of Elections	828,054	766,776	784,356	788,788
<b>Total Revenues</b>	<b>828,054</b>	<b>766,776</b>	<b>784,356</b>	<b>788,788</b>

**Accounts of Interest**

03103 - Professional services for areas such as employee policies.

03400 - Includes items such as safety deposit box renewal, engraving of plaques, various awards, signage, etc.

04000 - Decrease due to less travel planned due to a full election year.

**Significant Changes**

Our proposed budget for FY20 is 8.46% more than FY19 budget which includes an additional FTE. This increase also includes additional costs due to conducting two primary elections, the Presidential Preference Primary on March 17, 2020 and the Primary on August 18, 2020, changes in precincts, and being required to provide all information in Spanish as well as English as required by Federal Judge, Mark Walker's Federal Court Order based on the Voting Rights Act, Section 4(e).

**Supervisor of Elections  
General Elections**

**Mission Statement**

As a gatekeeper of the democratic process, the Supervisor of Elections will uphold the elections laws of the State of Florida and the Constitution of the United States, thereby ensuring the integrity of the elections process. The mission of the Supervisor of Elections is to enhance public confidence, encourage citizen participation, and increase voter awareness and education for citizens of all ages.

**Services Provided**

The responsibilities of the Supervisor of Elections are set forth in the Constitution and Laws of the State of Florida and include, but are not limited to providing:

- Voter registration services
- Conduction of elections
- Candidate, committee, and political party support services
- Voter education

**Goals and Objectives**

The Supervisor of Elections will uphold the elections laws of the State of Florida and the Constitution of the United States, thereby ensuring the integrity of the elections process.

**Outcomes**

To fulfill the mission of the Supervisor of Elections to enhance public confidence, encourage citizen participation, and increase voter awareness and education for citizens of all ages.

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Supervisor of Elections  
General Elections**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
01300 Other Salaries	36,366	75,740	55,850	91,360
01400 Overtime	300	1,000	1,088	1,000
02101 FICA	315	4,758	372	5,727
02102 Medicare	74	1,120	87	1,340
03400 Other Contractual Services	150,456	127,585	165,117	188,370
03410 Other Contractual Svcs - Staffing	8,559	12,025	13,664	0
04000 Travel and Per Diem	0	0	924	0
04100 Communications	5,953	3,620	5,255	5,540
04101 Communications- Cell Phones	463	2,000	540	2,490
04104 Communications-Data/Wireless Svc	515	1,080	475	1,080
04200 Freight and Postage	20,266	30,000	40,313	30,000
04400 Rentals and Leases	2,323	1,000	2,157	4,000
04402 Rentals and Leases/Copier Leases	40	0	2,391	0
04610 Vehicle Repair and Maintenance	2,899	1,000	387	1,000
04612 Software Maintenance	50,311	57,672	52,260	75,800
04614 Hardware Maintenance	27,239	7,000	34,168	32,500
04800 Promotional Activities	710	0	0	0
04900 Other Current Charges	-19	0	46	0
04910 Fleet Replacement Charge	2,350	2,350	2,350	2,350
05100 Office Supplies	23,438	32,000	9,767	25,000
05175 Computer Equipment \$1,000-\$4999.99	0	2,500	0	0
05195 Non-Capital Computer Equipment	1,618	2,500	0	0
05200 Operating Supplies	0	1,000	0	0
05204 Fuel	858	3,000	972	3,000
05208 Software Licenses	5,463	25,500	0	0
05210 Food	1,090	1,661	1,407	1,500
05400 Publications and Memberships	409	0	88	0
05402 Publications/Subscriptions	1,308	1,500	2,193	2,000
<b>Total Expenses</b>	<b>343,303</b>	<b>397,611</b>	<b>391,870</b>	<b>474,057</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0004 General Fund - Supervisor of Elections	343,303	397,611	391,870	474,057
33110 Federal Grants/General Government	0	0	0	0
<b>Total Revenues</b>	<b>343,303</b>	<b>397,611</b>	<b>391,870</b>	<b>474,057</b>



**Supervisor of Elections  
General Elections**

**Accounts of Interest**

- 01300 - Increase (\$15,620) for staffing for 2020 full elections.
- 03400 - Increase (\$60,785) due to 2020 full elections. Consists of costs for sample ballots, shredding, county match for grant, election support, design for newsletter, image awards, traffic control, transport, radio and newspaper advertisements.
- 03410 - Decrease in telephone staffing not needed for Presidential Preference Primary and Primary elections.
- 04100 - Increase (\$1,920) due to full 2020 elections.
- 04101 - Increase (\$490) based on actual cost.
- 04400 - Increase (\$3,000) due to 2020 full elections.
- 04612 - Increase (\$18,128) for requirement to provide all information in Spanish as well as English.
- 04614 - Dollars moved from #05208 to correct account for hardware maintenance.
- 05208 - Dollars moved to correct account for hardware maintenance (#04614).
- 05402 - Increase based on actual costs to include annual subscription for News Service of Florida, website listing service, and Palm Beach Post.

**Significant Changes**

Our proposed budget for FY20 is 8.46% more than FY19 budget which includes an additional FTE. This increase also includes additional costs due to conducting two primary elections, the Presidential Preference Primary on March 17, 2020 and the Primary on August 18, 2020, changes in precincts, and being required to provide all information in Spanish as well as English as required by Federal Judge, Mark Walker's Federal Court Order based on the Voting Rights Act, Section 4(e).

**Supervisor of Elections  
Elections-Capital & Voter Ed Train**

**Mission Statement**

As a gatekeeper of the democratic process, the Supervisor of Elections will uphold the elections laws of the State of Florida and the Constitution of the United States, thereby ensuring the integrity of the elections process. The mission of the Supervisor of Elections is to enhance public confidence, encourage citizen participation, and increase voter awareness and education for citizens of all ages.

**Services Provided**

The responsibilities of the Supervisor of Elections are set forth in the Constitution and Laws of the State of Florida and include, but are not limited to providing:

- Voter registration services
- Conduction of elections
- Candidate, committee, and political party support services
- Voter education

**Goals and Objectives**

The Supervisor of Elections will uphold the elections laws of the State of Florida and the Constitution of the United States, thereby ensuring the integrity of the elections process.

**Outcomes**

To fulfill the mission of the Supervisor of Elections to enhance public confidence, encourage citizen participation, and increase voter awareness and education for citizens of all ages.

**Equipment Expenditures**

None

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
03400 Other Contractual Services	48,334	0	12,674	0
04900 Other Current Charges	0	0	90	0
05179 Other Equipment \$1000-\$4999.99	0	0	57,460	0
06200 Buildings	19,300	0	0	0
06401 Computer Equipment	5,860	0	0	0
910004 Transfer to Supervisor of Elections	0	0	63	0
<b>Total Expenses</b>	<b>73,495</b>		<b>70,287</b>	

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0004 General Fund - Supervisor of Election	0	0	-359	0
12902 Help America Vote Act (Hava)	0	0	64	0
12903 Ballot on Demand Equipment	1,337	0	2,474	0
12904 Help America Vote Act (HAVA) FY17	0	0	9,250	0
12907 Help America Vote Act (Security)	0	0	90	0
33110 Federal Grants/General Government	67,270	0	57,819	0
810001 Transfer From Fund 0001	1,828	0	0	0
810004 Transfer From Fund 0004	3,061	0	950	0
<b>Total Revenues</b>	<b>73,495</b>		<b>70,287</b>	

**Accounts of Interest**

None

**Significant Changes**

None

**Tax Collector**

<p><b>Tax Collector Program Chart</b></p> <p>Total Full-Time Equivalents (FTE) = 75.00</p>
--

<p><b>Tax Collector Program</b></p> <p>Total Full Time Equivalents (FTE) = 75</p>
---

	<u>FY 2018 ACTUAL</u>	<u>FY 2019 ADOPTED</u>	<u>FY 2020 ADOPTED</u>	<u>FY 2019 to FY 2020 Variance</u>	<u>Pct Change</u>
<b>Total FTE</b>	71.00	75.00	75.00	.00	0 %
<b>Total Budget Dollars</b>	6,879,132	6,213,425	6,725,000	511,575	8.23 %

## Tax Collector

### Introduction

The Tax Collector is a Constitutional Officer elected locally by, and answerable to, the voters of Martin County, who put him/her in office to perform state work locally, ranging from billing, collection, enforcement and distribution of state and local revenue under the supervision of the Florida Department of Revenue and as agents for the Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission.

For this reason, the Florida Department of Revenue not only has the duty of budget approval because of its state wide perspective, but also supervision of the Tax Collector's work as set forth in Section 195.002(1). Florida Statutes.

### Key Issues and Trends

In May of each year the Tax Collector is required by law to provide the County with an information copy of the proposed budget. On August 1 of each year, the Tax Collector submits his/her budget to the Department of Revenue for final approval. After the final approval of the budget by the Department, there shall be no reduction or increase by any officer, board, or commission without the approval of the Department. A copy of such budget shall be furnished to the Board of County Commissioners (Fla. Statute 195.087).

The Tax Collector operates directly from their fees and commissions earned on the services they provide. Fee.charges to the various taxing authorities are based on legislated percentage of taxes collected for each authority. Under Florida state law, the County also includes collection fees for the Martin County School District. All revenue earned above operating costs and budget savings, either through cost reductions or increased efficiencies, are distributed to each taxing district relative to the amount collected on their behalf.

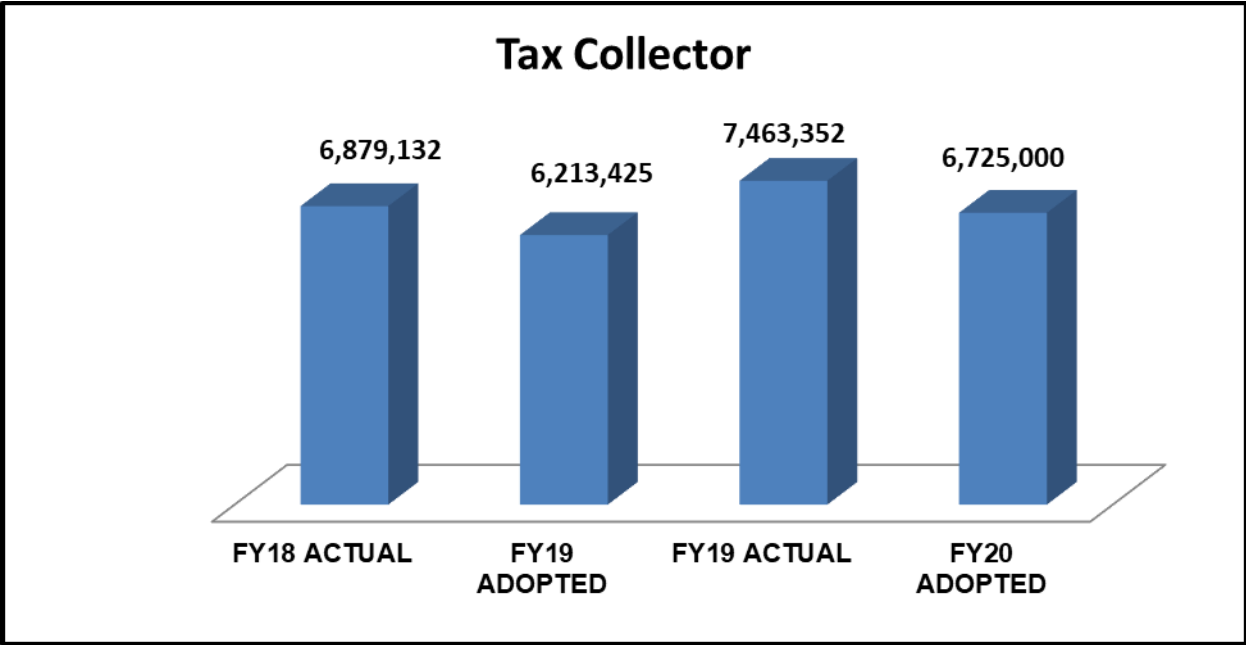
The following represents the unused fees returned to the County or estimated to be returned to the County:

- Unused Fees Returned to County FY10 \$3,072,480
- Unused Fees Returned to County FY11 \$3,046,701
- Unused Fees Returned to County FY12 \$2,959,041
- Unused Fees Returned to County FY13 \$2,937,542
- Unused Fees Returned to County FY14 \$3,070,473
- Unused Fees Returned to County FY15 \$3,348,160
- Unused Fees Returned to County FY16 \$3,805,876
- Unused Fees Returned to County FY17 \$4,013,999
- Unused Fees Returned to County FY18 \$3,986,831
- Unused Fees Returned to County FY19 \$4,372,014
- Unused Fees Returned to County FY20 \$3,438,500 (Estimate)

**Tax Collector**

**Program Summary**

<b>Program</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
Tax Collector Program	6,879,132	6,213,425	7,463,352	6,725,000
<b>Total Expenses</b>	<b>6,879,132</b>	<b>6,213,425</b>	<b>7,463,352</b>	<b>6,725,000</b>



Martin County  
Fiscal Year 2020 Adopted Budget

**Tax Collector**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
04200 Freight And Postage	51,271	50,000	43,305	50,000
09100 Interfund Transfers	6,827,860	6,163,425	7,420,046	6,675,000
<b>Total Expenses</b>	<b>6,879,132</b>	<b>6,213,425</b>	<b>7,463,352</b>	<b>6,725,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	5,734,268	2,067,676	6,251,671	3,059,025
1120 Consolidated Fire/EMS	1,050,515	1,080,000	1,107,842	1,080,000
1551 Economic Development	16,471	20,000	18,954	20,000
1552 Tourist Development	77,877	65,000	84,884	75,000
38170 Transfer From Tax Collector	0	2,980,749	0	2,490,975
<b>Total Revenues</b>	<b>6,879,132</b>	<b>6,213,425</b>	<b>7,463,352</b>	<b>6,725,000</b>

**Tax Collector  
Tax Collector Program**

**Mission Statement**

To serve the public in the performance of our legal functions in the collection and distribution of State and County taxes and to provide state motor vehicle and Florida Fish & Wildlife services ensuring efficiency and the most cost-effective delivery of services and use of resources.

**Services Provided**

The Tax Collector is charged with the responsibility of collecting and disbursing large sums of money among many governmental agencies. The Tax Collector collects the ad valorem and non-ad valorem roll, motor vehicle and mobile home registrations, surpluses, motor vehicle title and lien fees, parking placards, vessel decal and title fees, hunting, fishing, and trapping licenses and fees, sales tax, business tax receipt license fees, EMS billings & collections, special assessments, driver licenses, pet licenses, alarms, and tourist development tax, birth certificates, fire inspection, handicapped parking decals, and concealed weapons permits and TSA services. The Tax Collector acts as an agent of the Department of Highway Safety and Motor Vehicles, Department of Revenue, and Florida Fish & Wildlife Commission and Department of Environmental Protection.

The Tax Collector is funded through commissions and fees earned on all services and collections. All commissions earned in excess of the approved budget are distributed to the various taxing authorities.

**Goals and Objectives**

- Rendering superior and courteous service to customers while observing moral, ethical, and professional standards.
- Continually assessing, improving, and responding to the related needs of the customers being served.
- Ensuring cost-effective use of available resources in pursuit of our mission.
- Providing opportunities for career and personal satisfaction and growth in personnel.

**Benchmarks**

The Tax Collector's Office will maintain 100% compliance with the Florida Statutes, Department of Revenue Rules and Regulations, Department of Highway Safety & Motor Vehicle Laws, Department of Florida Fish & Wildlife Conservation Regulations and all local governmental ordinances and contracts.

**Outcomes**

Fulfill the duties and responsibilities of the Tax Collector's Office by maintaining a well-trained, customer-focused staff, and continually improve service-delivery efficiencies.

**Staffing Summary**

<b>Job Title</b>	<b>FY2019</b>	<b>FY2020</b>
Authorized Positions	75	75
<b>Total FTE</b>	<b>75</b>	<b>75</b>

**Equipment Expenditures**

None

Martin County  
Fiscal Year 2020 Adopted Budget

**Tax Collector  
Tax Collector Program**

**Expenditures and Revenues**

<b>Expense Classification</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
04200 Freight and Postage	51,271	50,000	43,305	50,000
09100 Interfund Transfers	6,827,860	6,163,425	7,420,046	6,675,000
<b>Total Expenses</b>	<b>6,879,132</b>	<b>6,213,425</b>	<b>7,463,352</b>	<b>6,725,000</b>

<b>Revenue Source</b>	<b>FY 2018 ACTUAL</b>	<b>FY 2019 ADOPTED</b>	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ADOPTED</b>
0001 General Fund	5,734,268	2,067,676	6,251,671	3,059,025
1120 Consolidated Fire/EMS	1,050,515	1,080,000	1,107,842	1,080,000
1551 Economic Development	16,471	20,000	18,954	20,000
1552 Tourist Development	77,877	65,000	84,884	75,000
38170 Transfer from Tax Collector	0	2,980,749	0	2,490,975
<b>Total Revenues</b>	<b>6,879,132</b>	<b>6,213,425</b>	<b>7,463,352</b>	<b>6,725,000</b>

**Accounts of Interest**

09100 - Please note that the budget listed as "Actual" includes fees paid to the Tax Collector by Martin County for services and is returned to the county by the Tax Collector at the end of the Fiscal year as unused fees. The Tax Collector's operational budget is the "Adopted" amount.

**Significant Changes**

There are no significant program changes.





### **Introduction**

A Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and financing sources for public infrastructure maintenance and improvements. Martin County provides necessary and desired public services to the community and the purpose of the CIP is to facilitate the orderly planning of maintaining, preserving, and protecting the infrastructure system that is utilized for those public services. The CIP is a proposed schedule for the expenditure of funds to maintain, acquire, or construct these necessary improvements over the next ten-year period. This plan provides the public, residents, and stakeholders transparent information on how the County plans to address significant capital needs over the next ten fiscal years.

The CIP offers a comprehensive outlook of countywide needs by:

- Maximizing the uses of revenue to reduce burden of the taxpayers
- Encouraging efficient government by interdepartmental coordination
- Maintaining a fiscally sound and consistent financial program
- Guiding anticipated growth and development needs
- Enhancing opportunities for federal or state grant awards

The CIP represents a comprehensive and direct statement of the physical development policies of Martin County. The County has a comprehensive process for capital improvement planning and budgeting. This process is guided by the Capital Projects Policy.

### **Capital Projects Policy**

The County will adopt a Capital Improvement Element/Capital Improvement Plan annually (CIE/CIP). Capital projects to be included in the plan are those with a life span of at least three years and a total cost of more than \$60,000. All capital improvements will be made in accordance with the CIE/CIP as adopted.

Adopted budgets for CIE/CIP projects will be based upon the adopted CIE/CIP for the year applicable. The County will coordinate adoption of capital budgets with adoption of operating budgets.

Funding issues will be discussed with the Board during review of the CIE/CIP. Increases above the continued level of funding will identify the additional revenue source(s) required to fund the projects. The Board recognizes the need for a capital improvement planning process that is fully integrated with county financial planning and debt management.

### **Capital Improvement Program and the Budget Process**

The CIP plays a significant role in the implementation of the County's comprehensive plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. Approval of the CIP by the Board does not equate to a final approval of all projects contained within the plan. With approval of the CIP, the Board acknowledges that the projects contained in the plan represent a reasonable interpretation of the anticipated needs for the County and that projects contained in the first year of the CIP are suitable for inclusion for the current fiscal year's budget.

The Board reviews the County's ten-year Capital CIP on an annual basis. The CIP is designed to balance the need for public facilities as expressed by population projections with the fiscal capability of the County to meet those needs. Projects within the CIP are prioritized in accordance with the criteria in Section 14.4 of the Martin County Comprehensive Growth Management Plan (MCCGMP). Priority rankings do not necessarily correspond to funding sequence. For example, a road-widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources.

**RANKING CRITERIA** - Pursuant to Policy 14.1A.10, capital improvements should be evaluated on the following criteria and considered in the order of priority listed below:

1. New public facilities and improvements to existing public facilities that eliminate public hazards.
2. Repair, remodeling, renovation or replacement of obsolete or worn-out facilities that contribute to achieving or maintaining standards for levels of service adopted in this Comprehensive Growth Management Plan in accordance with standards.
3. New or expanded facilities that reduce or eliminate deficiencies in levels of service for existing demand.
4. Improvements to existing and new facilities that significantly reduce the operating cost of providing a service or facility or otherwise mitigate impacts of public facilities on future operating budgets.
5. New or expanded facilities that provide the adopted levels of service for new development and redevelopment during the next 10 fiscal years, as updated by the annual review of the Capital Improvements Element. The County may acquire land or right-of-way in advance of the need to develop a facility for new development. The location of facilities constructed pursuant to this subsection shall conform to the Future Land Use Element, and specific project locations shall serve projected growth areas within the allowable land use categories. In the event that the planned capacity of public facilities is insufficient to serve all applicants for development orders, the capital improvements will be scheduled in the following priority order to serve:
  - (a) Previously approved orders permitting redevelopment;
  - (b) Previously approved orders permitting new development;
  - (c) New orders permitting redevelopment; and
  - (d) New orders permitting new development.
6. New or expanded public facilities that are contained in a Community Redevelopment Plan and scheduled in the next five years.
7. New facilities that exceed the adopted levels of service for new growth during the next five fiscal years by either:
  - (a) Providing excess public facility capacity that is needed by future growth beyond the next five fiscal years; or
  - (b) Providing higher quality public facilities than are contemplated in the County's normal design criteria for such facilities.
8. Facilities not described in Policy 14.1A.10.(1) through (6) above but that the County is obligated to complete, provided that such obligation is evidenced by a written agreement approved by the Board of County Commissioners.
9. All facilities scheduled for construction or improvement in accordance with this policy shall be evaluated to identify any plans of State agencies or the South Florida Water Management District that affect or will be affected by the proposed County capital improvement.
10. Project evaluation may also involve additional criteria that are unique to each type of public facility, as described in other elements of this Comprehensive Growth Management Plan.

The CIP serves as the planning guide for the construction of public facilities in the County, and the CIP process provides a framework for careful development of reliable capital expenditure and revenue estimates. The CIP is an integral element of the County's budgeting process. The first year of the ten-year CIP is the foundation for the Capital Budget. The remaining nine years in the CIP serve as a plan for the future provision of capital facilities. The first five years of the CIP are required to be fully funded. Consistent with the MCGMP policy 14.4.A.2.b(2), CIP projects that provide new level of service for growth will normally not be funded with countywide ad valorem.

The CIP is supported partially through long-term borrowing, grants, General Fund revenues, and impact fees on a pay-as-you-go basis. Fiscal Policy restrictions on the issuance of general obligation bonds are designed to keep combined general fund supported debt service expenditures to not more than ten percent of the total combined general fund disbursements. Since the debt service (which is the repayment of principal and interest) on the County's bonded debt must be included in annual operating budgets, the amount of required debt service relative to the size of the annual budget is an important indicator of fiscal obligations. Since debt service expenditures restrict the amount of funds available for other uses, it is important that the ratio of debt service to the total operating budget not increase beyond the ten percent established.

### **Capital Project Budget**

The first year of the CIP, as adopted by the Board, represents the budget for the upcoming fiscal year. Once the project has been adopted in the budget, the budget will remain constant unless changes are approved in accordance with the Fiscal Policy. This procedure will allow allocation of fund balance and re-appropriation of the budget as necessary from year to year.

### **Capital Program Debt**

When the County finances capital improvements, other projects, or equipment by issuing debt it will establish a maximum maturity of the earlier of: (i) the useful life of the capital improvement being financed; or (ii) thirty (30) years; or (iii) in the event they are being issued to refinance outstanding debt obligations, the final maturity of the debt being financed.

The County's fiscal policy also includes a self-imposed restriction to maintain the ratio of net bonded indebtedness to the market value (assessable base) of taxable property in the County at less than three percent. The relationship between the size of bonded indebtedness and the true market value of taxable property is a commonly accepted measure of capacity for bonded indebtedness. Using the value of taxable property as an indicator of the County's ability to service its debt is based on the premise that the larger the assessable tax base, the larger the tax collections available to support the construction of essential facilities.

### **Evaluate Capital Acquisition Alternatives**

Martin County shall develop specific capital project options for addressing capital needs that are consistent with financial, programmatic, and capital policies and should evaluate alternatives for acquiring capital assets.

Capital planning is necessary to give adequate consideration to longer range needs and goals, evaluate funding requirements and options, and achieve consensus on the physical development of the community. An evaluation of alternative techniques helps ensure that the best approach for providing use of a capital asset or facility is chosen based on the policies and goals of the County.

### **Annual Capital Improvement Budget**

The program recommended by the County Administrator is used by the Board to develop the annual budget which becomes effective October 1 of each year. The Board formally adopts the first year of the Ten-Year Capital CIP as the Capital Budget with the following nine years showing projected requirements. The CIP is an important tool for implementing the County's Comprehensive Plan. The Board uses the CIP to analyze the County's fiscal capability to finance and construct capital improvements.

There are many features that distinguish Martin County's operating budget from the capital budget. The operating budget includes expenses that are generally of a recurring nature and are appropriated for one year only. It provides for the provision of all County services, but does not result in major physical assets for the County. Year

to year changes in the operating budget are expected to be fairly stable and represent incremental changes in the cost of doing business, the size of the County and in the types and levels of services provided. Taxes, user fees, and inter-governmental payments that generally recur from year to year provide resources for the operating budget.

The capital budget, on the other hand, includes one-time costs for projects that may last several years. The projects result in major physical assets in the County. Bond proceeds, impact fees, grants, and taxes generally provide resources for the capital budget. In spite of these differences, the operating and capital budgets are closely linked. The most obvious connection is the fact that the operating budget assumes the cost of maintaining and operating new facilities that are built under the capital budget.

The Capital Improvement budget is developed based upon the CIP as proposed and adopted by the Board pursuant to F.S.163.3177 (3). The Capital Improvement budget sets forth those land acquisitions, new construction projects, and reconstruction projects recommended for funding during each year of the succeeding budget period.

### **Capital Construction and Operating Expenditure Interaction**

Martin County's Capital Improvement Planning process is highly integrated with the annual budgetary process. Development of the annual ten-year Capital Improvement Plan (CIP) parallels the development of the budget with both policy documents adopted by the Board simultaneously by resolution of the Board. The ten-year CIP represents a fully funded capital plan for five-years plus an additional five year long-range planning period. The first year of the CIP becomes the capital budget for the adopted annual budget.

Operating cost impacts are shown on the CIP project detail sheet. This allows for the "total cost" evaluation of capital projects and provides the future years of operating budget impact. In some instances it is difficult to project.

To maintain a balanced budget, annual revenues are projected and operating and capital construction expenditures are identified to determine the County's overall requirements and funding availability. Funding levels for capital construction projects are based on the merits of a particular project together with the available funding from all financing sources. The Board of County Commissioners annually reviews cash requirements for capital project financing. The County's capital program has a direct impact on the operating budget particularly in association with the establishment and opening of new facilities.

### **Capital Improvement Plan Funding Mechanisms**

Because the capital improvement projects involve the outlay of substantial funds, numerous sources are necessary to provide financing over the duration of the project. Most capital funding sources are earmarked for specific purposes and cannot be transferred from one capital program to another. CIP preparation requires reasonable and feasible projections as to the expected funding that will be available. Capital funding sources can be described as either "restricted" or "unrestricted." Restricted funding sources can be defined as sources of revenue that are limited in their use/expenditures and must be used for a specific purpose. Unrestricted funding sources can be defined as sources of revenue that are free from any external constraints and available for general use. Unrestricted funding sources are available to be reallocated and may be appropriated as needed. The following is a summary of the funding sources for projects included in the CIP.

#### **❖ *Ad valorem***

Taxes are collected a percentage of the value of real and personal property in the County. Ad valorem taxes support various operating, capital, and debt funds of the local government. There are two types of ad valorem: general and municipal services taxing units (MSTUs). General ad valorem revenues may be utilized to fund general countywide expenses, free of geographical restrictions. MSTUs provide specialized services within legally specified geographic boundaries such as fire rescue, parks, stormwater, and road infrastructure maintenance.

#### **❖ *Enterprise funds (restricted)***

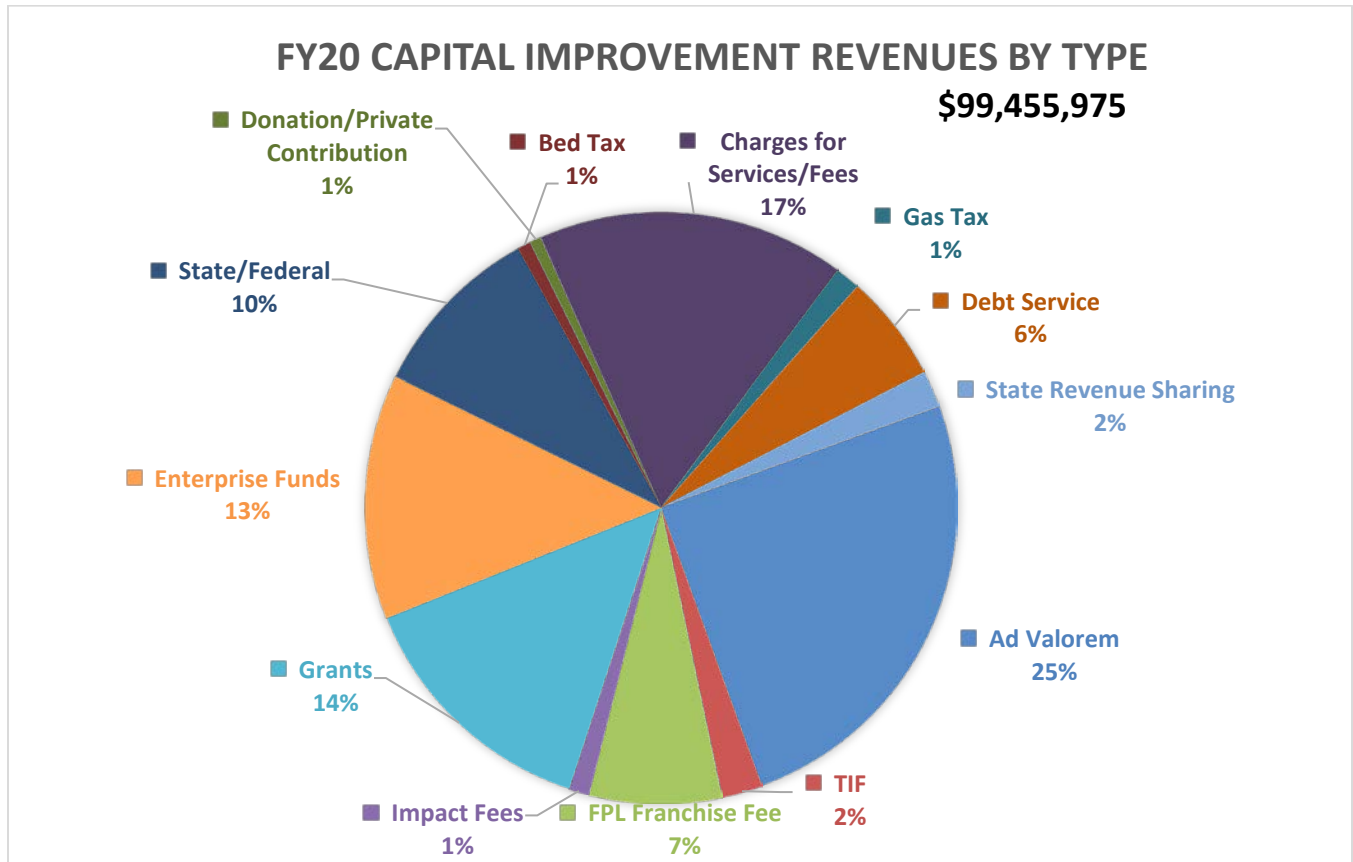
In enterprise financing, funds are accumulated in advance for capital requirements. Enterprise fund dollars can only be used on projects related to the particular enterprise fund. Enterprise funds in Martin County consist of Utilities and Solid Waste, Airport, and Martin County Golf Course.

- ❖ **Gas tax (restricted)**  
A fuel tax, also known as “gas tax,” is a tax imposed on the sale of fuel. In Martin County, there are three types of fuel tax, all which must be expended on various transportation-related expenses as defined in the Florida state statutes.
- ❖ **Tax Increment Financing “TIF” (restricted)**  
Tax increment financing is a public financing tool that earmarks property tax revenue from increases in assessed values within a designated TIF district. In Martin County, TIF funds are considered part of the Community Redevelopment areas (CRAs) and must be expended in the CRA in which the revenue was generated.
- ❖ **Discretionary Sales Tax (restricted)**  
A discretionary sales tax may be levied pursuant to an ordinance enacted by a majority vote of the County’s governing body and approved by voters in a countywide referendum. The proceeds of a discretionary surtax must be expended to finance, plan and construct infrastructure, acquire land for public recreation, conservation, or protection of natural resources as specified by the voter-approved referendum.
- ❖ **Tourist Development Tax “Bed Tax” (restricted)**  
This tax must be used for capital construction of tourist-related facilities, tourism and sports promotions, and beach and inlet maintenance.
- ❖ **Franchise Fee (restricted)**  
Martin County participates in a non-compete franchise agreement with Florida Power and Light (FPL) whereas FPL levies a fee on electricity customers. The revenues collected by this fee are distributed to the County and shall be used solely to plan for, maintain, repair and reconstruct existing roads, drainage and bridges pursuant to the Ordinance.
- ❖ **Federal and state funds/grants (restricted)**  
Martin County participates in a wide range of grant programs offered by the federal, state, and local governments and organizations. If planned wisely, grants can contribute invaluable financial resources to County programs identified in the CIP. Grant funds may only be used in accordance with the agreement executed by both the grantee and grantor.
- ❖ **Developer contributions/prop share (restricted)**  
Developer contributions are the fees charged by the County for extra community and network infrastructure needed as a result of development projects. The money collected from development contributions pays for the cost of public infrastructure that is needed to meet the additional demand from growth.
- ❖ **Impact fees (restricted)**  
Impact fees are assessed for public buildings, public safety, fire prevention, transportation, and culture / recreation. Impact fees must be expended on projects needed to accommodate Level of Service requirements to support growth and capacity as defined in the comprehensive plan.
- ❖ **Charges for services/fees**  
User fees and charges have a direct relationship between the services received and the compensation paid for the service. Martin County has the home rule authority to impose user fees and charges to recover the cost of providing a service or facility or regulating an activity.

## **Financing**

Martin County's CIP is financed through a diversified allocation of revenue sources. These include ad valorem (25%), fees (28%), gas taxes (1%), grants (15%), Federal and State projects (10%), enterprise funds (13%) debt proceeds (6%), and tax incremental funding (TIF) (2%). This is further identified in the following FY20 Capital

Improvement Revenue Sources chart. In addition, there is a total of \$33.6M in fund balance that will be used to support the FY20 capital projects. Fund balance, a term used to express the difference between assets and liabilities in governmental funds, is generated due to projects which were planned but not completed, grant dollars that span the fiscal year, allocation of dollars for future projects, etc. Fund balance is not included in the following chart in order to reflect the correct percentages of new money.



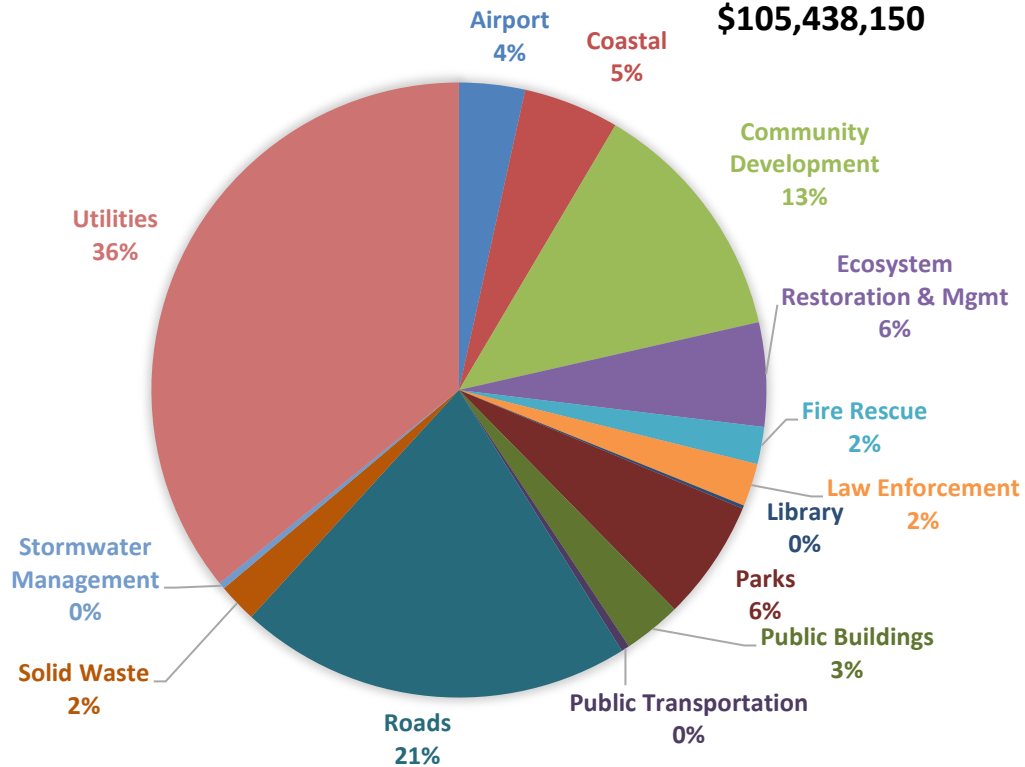
**Capital Project Categories**

The capital projects categories include Airport, Coastal, Community Development, Ecosystem Management, Fire Rescue, Law Enforcement, Library, Parks, Public Buildings, Public Transportation, Roads, Stormwater Management, Solid Waste and Utilities. The pie chart below shows the percentage break down for these categories.

Annual review and adjustments to the County's CIP are performed and budgeted as approved by the Board. The FY20 – FY29 CIP represents a commitment of \$824,298,155 to the construction and maintenance of capital facilities.

## FY20 CAPITAL EXPENDITURES BY CATEGORY

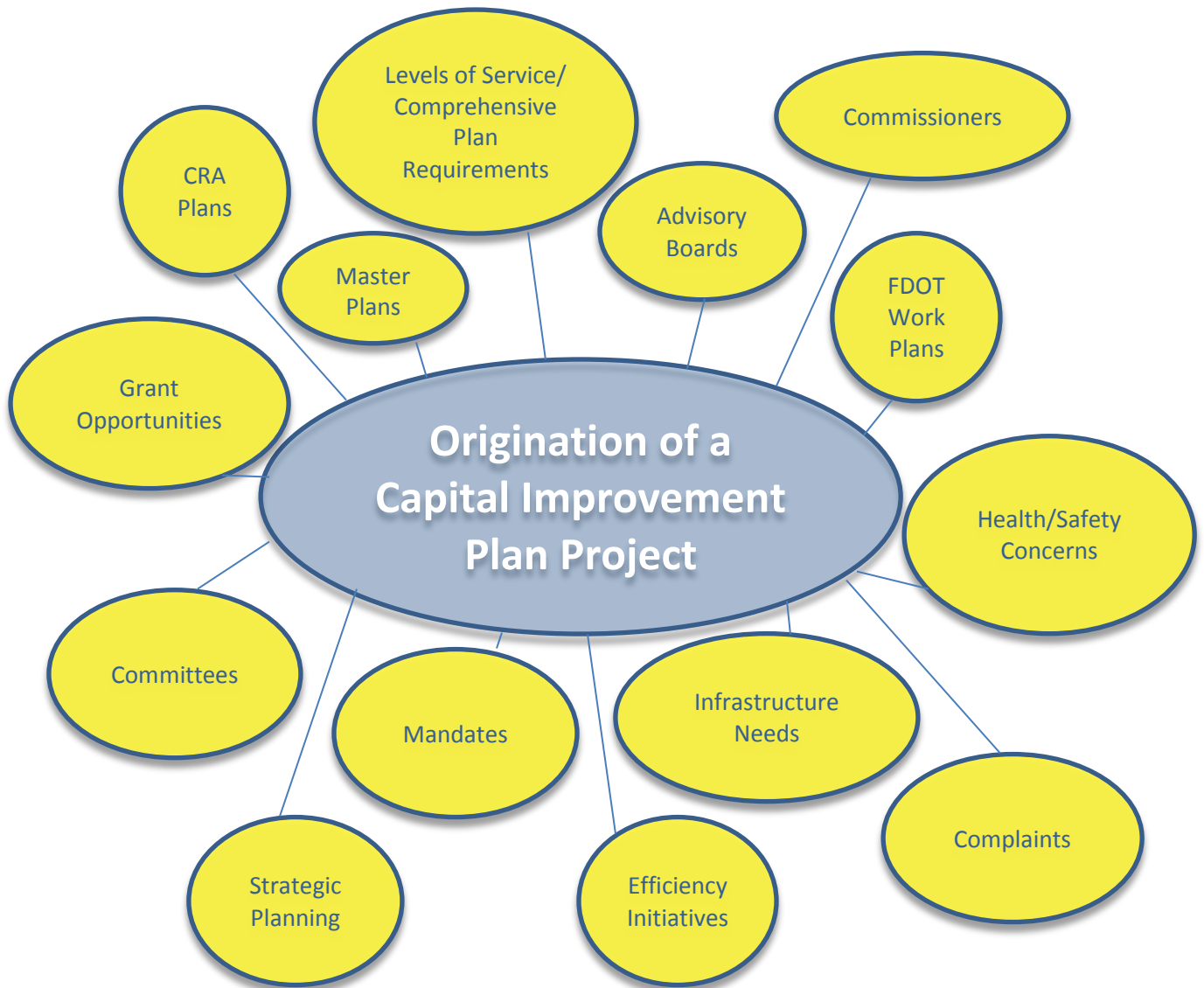
\$105,438,150



### Capital Improvement Budget Summary

The FY2020-FY2029 complete Martin County Capital Improvement Plan detail sheets are attached immediately following the Capital Improvement Plan process graphic. The following pages summarize the major projects that are slated for constructions and/or have anticipated expenditures for the FY20 budget year. For the purposes of this summary, major projects are considered to be over \$300,000 and are significant non-routine projects. Information regarding a detailed project description, impact on the operating budget, images, and specific funding sources are clearly outlined on the Capital Improvement Plan detail sheets previously mentioned.

# Origin of a Capital Project





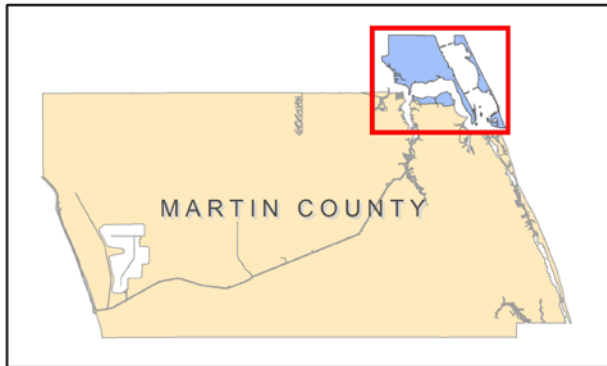
# CAPITAL IMPROVEMENT PLAN PROCESS



\*\*The BOCC in its capacity may add, remove, or amend the Capital Improvement Plan throughout the fiscal year\*\*

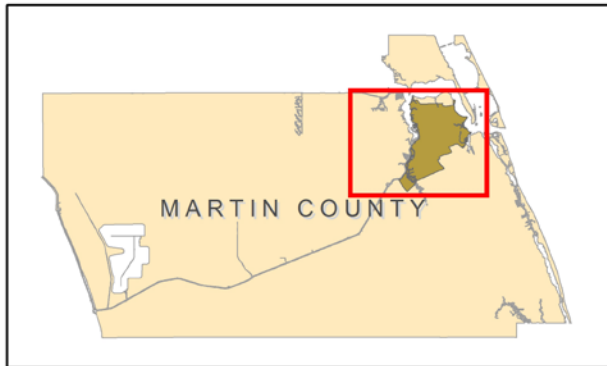
# Commission District 1

- | FY20                                       | FY21   | FY22                                     | FY23                                     | FY24                                     | FY25-FY29                                |
|--|--|--|--|--|--|
| Jensen Beach CRA Improvements              | Jensen Beach CRA Improvements                  | Jensen Beach CRA Improvements            | Jensen Beach CRA Improvements            | Jensen Beach CRA Improvements            | Jensen Beach CRA Improvements            |
| Rio CRA Improvements                       | Rio CRA Improvements                           | Rio CRA Improvements                     | Rio CRA Improvements                     | Rio CRA Improvements                     | Rio CRA Improvements                     |
| Jensen/Stuart Beach Impoundment            | Jensen/Stuart Beach Impoundment                | Jensen/Stuart Beach Impoundment          | Warner Creek Benching                    | Warner Creek Benching                    | Bob Graham Beach Addition FCT Site       |
| Indian Riverside Park                      | Indian Riverside Park                          | Beach Renourishment                      | Beach Renourishment                      | Beach Renourishment                      | Warner Creek Benching                    |
| Pineapple Park Shade Structure             | Beach Renourishment                            | Bathtub Beach/Sailfish Point Restoration | Bathtub Beach/Sailfish Point Restoration | Bathtub Beach/Sailfish Point Restoration | Jensen/Stuart Beach Impoundment          |
| Stuart Beach Improvements                  | Bathtub Beach/Sailfish Point Restoration       | Jensen Beach Blvd Resurfacing            | Pine Lake Drive Bridge Replacement       | Rio Neighborhood Improvements            | Stuart Beach Improvements                |
| Beach Renourishment                        | Bathtub Beach/Sailfish Point Restoration       | Hutchinson Island Beautification         | Hutchinson Island Beautification         | Jensen Beach Blvd Resurfacing            | Beach Renourishment                      |
| Bathtub Beach/Sailfish Point Restoration   | Beau Rivage Neighborhood Improv                | North VFD and Electrical Replacement     | NWTP Building Improvements               | Jensen Beach Neighborhood Restoration    | Bathtub Beach/Sailfish Point Restoration |
| Beau Rivage Neighborhood Improv            | Leilani Heights Neighborhood Restoration       | Indian River Plantation Improvements     |  | Hutchinson Island Beautification         | Rio Neighborhood Improvements            |
| Savannah Rd Resurfacing/Bike Lanes         | Hutchinson Island Beautification               | North Plant Floridan Aquifer Well        |  |  | Pine Lake Drive Bridge Replacement       |
| Leilani Heights Neighborhood Restoration   | Traffic Signal Modification US1/Mall Access Rd |  |  |  | Savannah Rd Sidewalks/Intersection       |
| Hutchinson Island Beautification           | NWTP Building Improvements                     |  |  |  | Hutchinson Island Beautification         |
| NW Dixie Hwy Sidewalk                      | North Plant Floridan Aquifer Well              |  |  |  | Pine Lake Drive Bridge Water Main        |
| North Sodium Hypochlorite Pipe Replacement |  |  |  |  | Warner Creek Raw Water Main Relocation   |
| North Warehouse Storage Addition           |  |  |  |  |  |



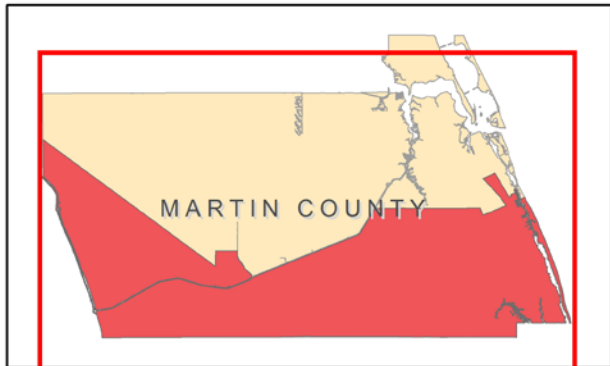
# Commission District 2

FY20	FY21	FY22	FY23	FY24	FY25-FY29
Golden Gate CRA Improvements	Golden Gate CRA Improvements	Golden Gate CRA Improvements	Golden Gate CRA Improvements	Golden Gate CRA Improvements	Golden Gate CRA Improvements
Courtholding Refurbishment	Courthouse Security Xray/Metal Detectors	Holt Correctional Security Fencing	Courthouse Security Xray/Metal Detectors	Airport Pavement Rehabilitation	Airport Environmental & Planning
MCSO Admin Building Roof	Courtroom Security Hardening and Refurbishment	Courthouse Security Xray/Metal Detectors	Airport Pavement Rehabilitation	Airport Lighting & Signage	Airport Pavement Rehabilitation
Holt Jail North Wing HVAC	Airport Pavement Rehabilitation	Courtroom Security Hardening and Refurbishment	Airport Facility Improvements	Airport Facility Improvements	Airport Lighting & Signage
Courthouse Complex Ingress/Egress	Airport Facility Improvements	Airport Environmental & Planning	Airport Property Management	Airport Property Management	Airport Facility Improvements
Administration Bldg Elevator Repair	Golden Gate Neighborhood Restoration	Airport Pavement Rehabilitation	Ocean Blvd Sidewalk	Willoughby Blvd Extension	Airport Property Management
Courthouse Chiller and HVAC Controls	SPS/Manatee Business Park Improvements	Airport Facility Improvements	Willoughby Blvd Extension		
Courtroom Security Hardening and Refurbishment	CR A1A/Dixie Hwy Resurfacing	SPS/Manatee Business Park Improvements			
Airport Environmental & Planning	Indian St Resurfacing (Dixie to St. Lucie Blvd)	CR A1A Resurfacing (Monterey to 5th)			
Airport Pavement Rehabilitation	Indian St Resurfacing (US1 to Railroad)	St. Lucie Blvd Resurfacing (Indian to Ocean)			
Airport Facility Improvements	St. Lucie Blvd Resurfacing (Indian to Ocean)				
Harbor Estates/Linden St Improv	Ocean Blvd Sidewalk				
SPS/Manatee Business Park Improvements					
SE Cove Road Resurfacing					
CR A1A Resurfacing (Monterey to 5th)					
Indian St Resurfacing (Dixie to St. Lucie Blvd)					
Ocean Blvd Sidewalk					
Golden Gate Septic to Sewer					
Dixie Hwy Corridor/Cove Rd Force Main					



# Commission District 3

FY20	FY21	FY22	FY23	FY24	FY25-FY29
Hobe Sound CRA Improvements	Hobe Sound CRA Improvements	Hobe Sound CRA Improvements	Hobe Sound CRA Improvements	Hobe Sound CRA Improvements	Hobe Sound CRA Improvements
East Fork Creek Stormwater Treatment Area	East Fork Creek Stormwater Treatment Area	Cypress Creek Floodplain Restoration	Tropic Vista Neighborhood Restoration	County Line Rd Bridge Replacement	Lake Okeechobee Ridge FCT Site
Ranch Colony Berm Phase 2	Cypress Creek Floodplain Restoration	Bridge Rd Resurfacing/Bike Lanes		Tropic Vista Neighborhood Restoration	Hobe Heights Pump Station Phase 1
Cypress Creek Floodplain Restoration	Hobe Sound Scrub Preserve	County Line Rd Bridge Replacement		Zeus Park Neighborhood Restoration	Hobe Heights Pump Station Phase 2
Hobe Sound Scrub Preserve	Hobe Heights Pump Station Phase 2			South County Neighborhood Rest	East Fork Creek Culvert Replacement
Hobe Heights Pump Station Phase 1	South Beach Rd Resurfacing				Zeus Park Neighborhood Restoration
Hobe Hills Neighborhood Restoration	Hobe Hills Neighborhood Restoration				South County Neighborhood Rest
Gomez Neighborhood Restoration					Shell Avenue Realignment



# Commission District 4



**FY20**  
 Port Salerno CRA Improvements  
 Manatee Pocket SW Prong Water Quality  
 Phipps Park Campground  
 Port Salerno Neighborhood Restoration  
 Cove Rd Resurfacing/Bike Lanes  
 Hibiscus Park Neighborhood Restoration  
 SPS/Manatee Business Park Improvements  
 Salerno Rd Resurfacing/Bike Lanes  
 SE Cove Road Resurfacing  
 Dixie Hwy/East Fork Creek Culvert Replacement  
 Rocky Point Neighborhood Restoration  
 Martin Meadows Neighborhood Restoration  
 Salerno Rd/SE Cable Dr Turn Lane  
 Port Salerno/New Monrovia Septic to Sewer/Water  
 Dixie Hwy Corridor/Cove Rd Force Main  
 Tropical Farms Water Plant

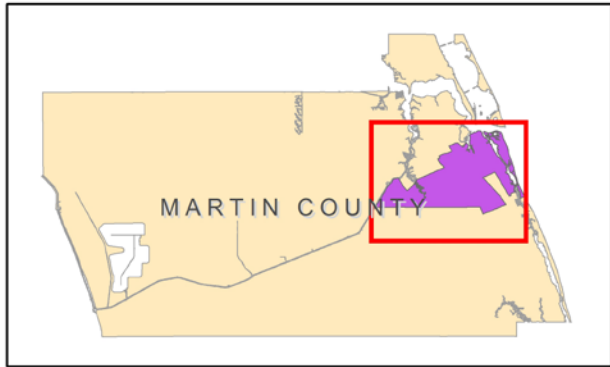
**FY21**  
 Port Salerno CRA Improvements  
 Manatee Pocket SW Prong Water Quality  
 Manatee Pocket Mooring Field  
 Port Salerno Commercial Fishing Docks  
 Port Salerno Neighborhood Restoration  
 New Monrovia/Cove Ridge Neighborhood Rest  
 Port Salerno Peninsula Neighborhood  
 Coral Gardens Neighborhood Restoration  
 SPS/Manatee Business Park Improvements  
 Rocky Point Neighborhood Restoration

**FY22**  
 Port Salerno CRA Improvements  
 Manatee Pocket SW Prong Water Quality  
 Manatee Pocket Mooring Field  
 Dixie Park Neighborhood Improvements  
 Port Salerno Peninsula Neighborhood  
 Coral Gardens Neighborhood Restoration  
 SPS/Manatee Business Park Improvements  
 Salerno Rd Resurfacing/Bike Lanes  
 Salerno Rd (SR76 to Willoughby) Resurfacing/Bike Lanes  
 Port Salerno/New Monrovia Septic to Sewer/Water

**FY23**  
 Port Salerno CRA Improvements  
 Manatee Pocket SW Prong Water Quality  
 Port Salerno Neighborhood Restoration  
 New Monrovia/Cove Ridge Neighborhood Rest  
 Dixie Park Neighborhood Improvements  
 Cove Rd Resurfacing/Bike Lanes  
 Rocky Point Neighborhood Restoration  
 Cove Road Widening

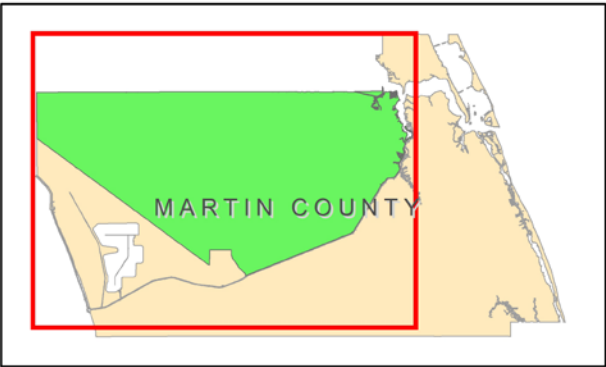
**FY24**  
 Port Salerno CRA Improvements  
 Coral Gardens Neighborhood Restoration  
 South Fork Neighborhood Improv  
 Cove Road Widening  
 Dixie Park Repump Station Rehab

**FY25-FY29**  
 Port Salerno CRA Improvements  
 South Fork Neighborhood Improv  
 Rocky Point Neighborhood Restoration  
 Sand Filters Wastewater Plants  
 Tropical Farms Wastewater Plant  
 Tropical Farms Water Plant



# Commission District 5

FY20	FY21	FY22	FY23	FY24	FY25-FY29
Old Palm City CRA Improvements	Old Palm City CRA Improvements	Old Palm City CRA Improvements	Old Palm City CRA Improvements	Old Palm City CRA Improvements	Old Palm City CRA Improvements
Kiplinger FCT Site	Kiplinger FCT Site	MCSO Gun Range	MCSO Gun Range	Urban Service District Dirt Rd Paving	Kiplinger FCT Site
Palm City Farms Stormwater Model	MCSO Gun Range	Old Palm City Neighborhood Restoration	CR714 Resurfacing (SR710 to Fox Brown)	SW High Meadow Ave Widening	Palm City Farms Stormwater Model
MCSO Gun Range	CR609 Guardrail	Sunset Trail Corridor Restoration	Indian St Resurfacing (SR76 to US1)	SW Warfield Blvd Widening	Western Palm City Fire Station
Indiantown Health Dept HVAC	SW Murphy Road Resurfacing	Old Palm City North Neighborhood Rest	Urban Service District Dirt Rd Paving	Transfer Station Equipment	Urban Service District Dirt Rd Paving
Old Palm City Neighborhood Restoration	Murphy Rd (Over C-23) Bridge Replacement	Indian St Resurfacing (SR76 to US1)	SW High Meadow Ave Widening	Transfer Station Floor Equipment	SW Warfield Blvd Widening
Sunset Trail Corridor Restoration	CR714 Resurfacing (SR710 to Fox Brown)	Transfer Station Equipment	Transfer Station Equipment		Transfer Station Equipment
Relocation of Recycling/Vegetative /Public Convenience	Old Palm City North Neighborhood Rest	Relocation of Recycling/Vegetative /Public Convenience	Relocation of Recycling/Vegetative /Public Convenience		Transfer Station Scale Replacement
CR714 Resurfacing (SR710 to Fox Brown)	Indian St Resurfacing (SR76 to US1)	Woodside/Stratford Septic to Sewer			
SW Warfield Blvd Widening	SW Martin Hwy Widening				
SW Martin Hwy Widening	Old Palm City Septic to Sewer				
Landfill Roadway	Woodside/Stratford Septic to Sewer				
Transfer Station Equipment	Murphy Rd Bridge Water Main				
Transfer Station Scale Replacement					
Transfer Station Building Improvements					
Landfill Perimeter Fencing					
Roof Overhang Landfill Equipment					
Pavement Hardening/Hurricane Debris Storage					
Murphy Rd (Over C-23) Bridge Replacement					



**LIST OF MAJOR PROJECTS FOR FY2020 > \$300K**

<b>Airport</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Airport Environmental & Planning	100,000	-	2,800,000	-	-	120,000	<b>3,020,000</b>
Airport Pavement Rehabilitation	500,000	250,000	1,100,000	2,415,000	1,710,000	2,625,000	<b>8,600,000</b>
Airport Facility Improvements	3,050,000	3,300,000	50,000	50,000	1,050,000	450,000	<b>7,950,000</b>

<b>Coastal</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
St. Lucie Inlet Management Plan	3,360,000	1,310,000	12,810,000	15,960,000	3,010,000	41,778,875	<b>78,228,875</b>
Beach Renourishment	450,000	550,000	820,000	120,000	400,000	9,427,638	<b>11,767,638</b>
Bathtub Beach/Sailfish Point Restoration	1,335,000	300,000	1,585,000	300,000	1,335,000	3,693,012	<b>8,548,012</b>
Artificial Reef Program	160,000	130,000	110,000	115,000	180,000	735,000	<b>1,430,000</b>

<b>Community Development</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Jensen Beach CRA Improvements	425,486	50,000	50,000	50,000	50,000	250,000	<b>875,486</b>
Rio CRA Improvements	1,663,398	250,000	250,000	250,000	250,000	1,250,000	<b>3,913,398</b>
Hobe Sound CRA Improvements	4,311,351	100,000	100,000	100,000	100,000	500,000	<b>5,211,351</b>
Port Salerno CRA Improvements	1,663,828	300,000	300,000	350,000	350,000	1,350,000	<b>4,313,828</b>
Golden Gate CRA Improvements	1,367,000	50,000	50,000	50,000	50,000	250,000	<b>1,817,000</b>
Old Palm City CRA Improvements	4,236,811	50,000	50,000	50,000	50,000	250,000	<b>4,686,811</b>

<b>Ecosystem Restoration and Management</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Environmentally Sensitive Lands	250,000	250,000	250,000	250,000	250,000	1,250,000	<b>2,500,000</b>
Kiplinger Preserve	300,000	25,000	-	-	-	1,350,000	<b>1,675,000</b>
East Fork Creek Stormwater Treatment Area	1,600,000	100,000	-	-	-	-	<b>1,700,000</b>
Stormwater Infrastructure Rehabilitations	500,000	192,000	500,000	500,000	500,000	2,808,000	<b>5,000,000</b>
Manatee Pocket SW Prong Stormwater Treatment	300,000	280,000	1,300,000	120,000	-	-	<b>2,000,000</b>
TMDL/BMAP Compliance Projects	600,000	450,000	750,000	1,025,000	1,925,000	6,217,000	<b>10,967,000</b>
Ranch Colony Berm	780,000	-	-	-	-	-	<b>780,000</b>
Cypress Creek Floodplain	75,000	150,000	1,000,000	-	-	-	<b>1,225,000</b>
Jensen Beach/Stuart Impoundment Hydrological	1,046,500	33,000	33,000	-	-	264,000	<b>1,376,500</b>
Hobe Sound Scrub Preserve	310,000	15,000	-	-	-	-	<b>325,000</b>

<b>Fire Rescue</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Vehicle/Equipment Replacement	2,059,865	1,915,508	2,183,083	2,099,034	2,173,307	10,784,571	<b>21,215,368</b>

<b>Law Enforcement</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Sheriff Fixed Asset Replacement	699,894	720,891	742,518	764,793	787,737	3,853,639	<b>7,569,471</b>
Martin County Sheriff's Office Gun Range	225,000	225,000	275,000	225,000	-	-	<b>950,000</b>
Courtholding Refurbishment	675,000	-	-	-	-	-	<b>675,000</b>
Martin County Sheriff's Office Administration Roof	480,000	-	-	-	-	-	<b>480,000</b>
Holt Jail North Wing HVAC System	300,000	-	-	-	-	-	<b>300,000</b>

<b>Library</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Library Materials	180,000	180,000	180,000	180,000	180,000	900,000	<b>1,800,000</b>

<b>Parks</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Parks Fixed Asset Replacement (FARB)	2,290,000	2,290,000	2,290,000	2,290,000	2,290,000	11,450,000	<b>22,900,000</b>
Parks (Americans w/ Disabilities Act) ADA	120,000	100,000	100,000	100,000	100,000	500,000	<b>1,020,000</b>
Parks Boat Ramps	250,000	500,000	525,000	275,000	350,000	1,050,000	<b>2,950,000</b>
Parks Buildings & Amenities	535,000	385,000	210,000	485,000	260,000	2,355,000	<b>4,230,000</b>
Parks Paving (parking lots, roads)	304,426	220,500	300,100	295,000	295,000	1,480,229	<b>2,895,255</b>
Parks/Golf Equipment Replacement	259,750	539,000	738,700	481,950	494,600	2,404,800	<b>4,918,800</b>
Parks Fiber, Security & WiFi	195,000	64,000	110,000	25,000	50,000	178,000	<b>622,000</b>
Pineapple Park	80,000	-	-	-	-	-	<b>80,000</b>
Stuart Beach Park	590,000	-	-	-	-	1,900,000	<b>2,490,000</b>
Indian Riverside Park	346,965	475,000	-	-	-	-	<b>821,965</b>
Phipps Park Campground	1,701,000	-	-	-	-	-	<b>1,701,000</b>

<b>Public Buildings</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Public Buildings Fixed Asset Replacement (FARB)	1,070,384	1,102,496	1,135,570	1,169,637	1,204,727	6,327,569	<b>12,010,383</b>
Countywide Security FARB	250,000	250,000	250,000	250,000	250,000	1,250,000	<b>2,500,000</b>
Courthouse Public Ingress/Egress Walkway	125,000	-	-	-	-	-	<b>125,000</b>
Administration Building Elevator Repairs	150,000	-	-	-	-	-	<b>150,000</b>
Countywide HVAC Replacements	550,000	-	-	-	-	-	<b>550,000</b>
Courthouse Chiller and HVAC Controls	280,000	-	-	-	-	-	<b>280,000</b>
Courtroom Security Hardening and Refurbishment	250,000	257,500	265,000	-	-	-	<b>772,500</b>
Countywide Fire Panel End-Of-Life	75,000	75,000	75,000	75,000	75,000	375,000	<b>750,000</b>
Indiantown Health Department HVAC	105,000	-	-	-	-	-	<b>105,000</b>
Generator Fixed Asset Replacement (FARB)	360,500	371,315	382,454	393,928	405,746	2,028,730	<b>3,942,673</b>

<b>Public Transportation</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Bus Acquisition	450,000	450,000	450,000	450,000	450,000	2,250,000	4,500,000

<b>Roads</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Old Palm City Neighborhood Restoration	2,291,000	-	2,300,000	-	-	-	4,591,000
Port Salerno Neighborhood Restoration	100,000	1,675,500	-	1,835,000	-	-	3,610,500
Harbor Estates/Linden Street Neighborhood Improvements	1,393,000	-	-	-	-	-	1,393,000
Cove Road Resurfacing & Bike Lanes (US 1 to CR 707)	70,000	-	-	1,231,189	-	-	1,301,189
Sunset Trail Corridor Neighborhood Restoration	230,000	-	450,000	-	-	-	680,000
Hibiscus Park Neighborhood Restoration	1,474,000	-	-	-	-	-	1,474,000
SPS/Manatee Business Park Improvements	70,000	60,000	1,424,000	-	-	-	1,554,000
Beau Rivage Neighborhood Improvements	95,000	1,477,000	-	-	-	-	1,572,000
Salerno Road Resurfacing & Bike Lanes (US 1 to Commerce)	30,000	-	802,684	-	-	-	832,684
Resurfacing/Drainage/Striping	494,767	581,752	483,282	622,120	492,505	59,121,500	61,795,926
SE Cove Road Resurfacing	1,427,776	-	-	-	-	-	1,427,776
CR A1A (Dixie Highway) Resurfacing - Monterey Rd. to 5th St.	45,000	-	668,072	-	-	-	713,072
Murphy Road (Over C-23) Bridge Replacement	3,662,215	-	-	-	-	-	3,662,215
Dixie Highway-East Fork Creek Box Culvert Replacement	1,450,000	-	-	-	-	-	1,450,000
CR-714 (Martin Highway) Resurfacing	90,000	30,000	-	2,384,720	-	-	2,504,720
Rocky Point Neighborhood Restoration	88,000	115,000	-	1,450,000	-	2,550,000	4,203,000
Savannah Road Resurfacing & Bike Lanes	1,259,715	-	-	-	-	-	1,259,715
Traffic Signal Rehabilitations	1,090,000	1,090,000	1,090,000	1,090,000	1,090,000	5,450,000	10,900,000
Indian Street Resurfacing (Dixie Hwy to St. Lucie Blvd)	10,000	371,938	-	-	-	-	381,938
Bridge Replacement/Renovations	300,000	300,000	300,000	300,000	300,000	1,500,000	3,000,000
St. Lucie Blvd Resurfacing (Indian St. to Ocean Blvd)	15,000	856,408	-	-	-	-	871,408
Leilani Heights Neighborhood Restoration	60,000	1,367,000	-	-	-	-	1,427,000
Martin Meadows Neighborhood Restoration	300,000	-	-	-	-	-	300,000
Hobe Hills Neighborhood Restoration	65,000	1,300,000	-	-	-	-	1,365,000
Gomez Neighborhood Restoration	2,761,000	-	-	-	-	-	2,761,000
Salerno Road - SE Cable Drive/Turn lane	302,744	-	-	-	-	-	302,744
Heavy Equipment Replacement	450,000	450,000	450,000	450,000	450,000	4,750,000	7,000,000
Ocean Boulevard Sidewalk	10,000	35,000	-	550,000	-	-	595,000
Annual Commitments	600,000	600,000	600,000	600,000	600,000	3,000,000	6,000,000
Hutchinson Island Beautification	106,650	106,650	106,650	106,650	106,650	533,250	1,066,500
Multimodal Pathways	48,000	48,000	48,000	48,000	48,000	240,000	480,000
NW Dixie Highway Sidewalk	404,015	-	-	-	-	-	404,015
SR-710 (SW Warfield Blvd) Widening	300,000	6,679,879	-	-	-	38,660,670	45,640,549
Intersection Improvements	375,000	375,000	375,000	375,000	375,000	1,875,000	3,750,000

<b>Solid Waste</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Landfill Roadway (4004)	100,000	-	-	-	-	-	100,000
Landfill/Transfer Station Equipment (4958)	900,000	-	735,000	450,000	400,000	1,440,000	3,925,000
Relocation of Recycling, Vegetative, and Public Convenience (4904)	400,000	-	1,600,000	75,000	-	-	2,075,000
Transfer Station Scale Replacement (4009)	80,000	-	-	-	-	175,000	255,000
Transfer Station Capital Improvements (4965)	150,000	-	-	-	-	-	150,000
Perimeter Fencing (4017)	150,000	-	-	-	-	-	150,000
Roof Overhang for Equipment Maintenance Building (4950)	125,000	-	-	-	-	-	125,000
Pavement Hardening for Hurricane Debris Storage Area (4019)	250,000	-	-	-	-	-	250,000

<b>Stormwater Management</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Palm City Farms	300,000	-	-	-	-	1,500,000	1,800,000
Hobe Heights Pump Station Ph 1	75,000	-	-	-	-	1,200,000	1,275,000

<b>Utilities</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
Old Palm City Septic to Sewer and Water Extensions (0808)	770,000	19,067,279	-	-	-	-	19,837,279
Port Salerno / New Monrovia Septic to Sewer and Water Main Extensions (0808)	1,100,000	-	16,015,129	-	-	-	17,115,129
Golden Gate Septic to Sewer (0806)	13,642,050	-	-	-	-	-	13,642,050
Connect to Protect Force Main System (3617)	350,000	350,000	350,000	350,000	350,000	1,750,000	3,500,000
Connect to Protect Grinder System Installation (3616)	200,000	200,000	200,000	200,000	200,000	1,000,000	2,000,000
Bulk Chemical Storage Tank Replacement (3141)	215,300	207,450	201,000	13,200	150,000	1,475,500	2,262,450
Capital Equipment Replacement (4957)	346,000	343,000	627,000	883,000	560,000	1,491,000	4,250,000
Dixie Highway Corridor and Cove Road Force Mains (3556)	5,850,000	-	-	-	-	-	5,850,000
Woodside/Stradford Septic to Sewer (0835)	130,000	-	1,036,700	-	-	-	1,166,700
Lift Station Rehabilitation (3524)	400,000	400,000	400,000	400,000	400,000	2,000,000	4,000,000
Sanitary Sewer Lining (3568)	250,000	250,000	250,000	250,000	250,000	1,250,000	2,500,000
Water Main Replacement (3032)	100,000	500,000	2,000,000	500,000	500,000	2,500,000	6,100,000
North Sodium Hypochlorite Pipe Replacement (3155)	95,000	-	-	-	-	-	95,000
Well and Pump Improvements (3023)	100,000	100,000	100,000	100,000	100,000	500,000	1,000,000
Water Meter Automation Retrofit (3124)	100,000	750,000	750,000	750,000	750,000	3,750,000	6,850,000
Hydrant Replacement (3047)	150,000	150,000	150,000	150,000	150,000	750,000	1,500,000
Lift Station Telemetry (3533)	250,000	250,000	250,000	250,000	-	-	1,000,000
Utilities Infrastructure Accommodations (3154)	150,000	150,000	150,000	150,000	150,000	750,000	1,500,000
Emergency Generator Storage Building (3148)	50,000	450,000	-	-	-	-	500,000
Murphy Road Bridge Water Main (3044)	225,000	-	-	-	-	-	225,000



<b>Utilities (continued)</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025-FY2029</b>	<b>Total</b>
North Warehouse Addition (3138)	325,000	-	-	-	-	-	<b>325,000</b>
Water Main Assessments (0832/0833)	6,329,760	-	-	-	-	-	<b>6,329,760</b>
Loop Tie-ins (3104/3588)	250,000	250,000	250,000	250,000	250,000	1,250,000	<b>2,500,000</b>
Wellfield Pump Standardization (3150)	60,000	60,000	60,000	60,000	60,000	-	<b>300,000</b>
Tropical Farms Water Plant (3000)	6,310,000	-	-	-	-	3,600,000	<b>9,910,000</b>



**ACCRUAL BASIS OF ACCOUNTING** - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**AD VALOREM TAX** - A tax levied in proportion to the value of the property against which it is levied. Commonly referred to as "property tax".

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

**ADOPTED BUDGET** - The financial plan of revenues and expenditures for a fiscal year as approved by the Board of County Commissioners.

**AGGREGATE MILLAGE RATE** - A rate obtained by dividing the sum of all ad valorem taxes levied by the Board of County Commissioners by the taxable value of the county or municipality. Expresses an average tax rate.

**AMENDMENT** - A change to an adopted budget, which may increase or decrease a fund total. The Board of County Commissioners must approve the change.

**APPROPRIATION** - A legal authorization granted by the Board of County Commissioners to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount, and as to the time when it may be expended.

**ASSESSED VALUE** - A value established by the County Property Appraiser for all or real personal property for use as a basis for levying property taxes.

**AUDIT** - An official inspection of an individual's or organization's accounts, typically by an independent body.

**BALANCED BUDGET** - Total appropriations are equal to total revenues.

**BOARD OF COUNTY COMMISSIONERS** - The governing body of Martin County consisting of five elected officials Countywide.

**BOND** - A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond statement.

**BUDGET** - A plan of financial operation embodying an estimate of proposed expenditures for a given period, and the proposed means of financing. The budget may be amended during the fiscal year by the Board of County Commissioners but only within the limitations specified by state statutes and/or administrative rules and regulations.

**BUDGET ADJUSTMENT** - A revision to the adopted budget occurring during the affected fiscal year as approved by the Board of County Commissioners via an amendment or a transfer.

**BUDGET CALENDAR** - The schedule of key dates involved in the process of adopting and executing an adopted budget.

**BUDGET DOCUMENT** - The official written statement of the annual fiscal year financial plan for the County as presented by the County Administrator.



**BUDGET HEARING** - The public hearing conducted by the Board of County Commissioners to consider and adopt the annual budget.

**BUDGET MESSAGE** - A general discussion of the budget as presented in writing by the County Administrator to the Board of County Commissioners.

**BUDGET TRANSFER** - A transfer of appropriation or revenues between two or more accounts within the same fund. The budgeted fund total is not changed.

**COMMUNITY REDEVELOPMENT AGENCY – (CRA)** The Martin County Board of County Commissioners serves as the CRA . The term CRA can also stand for Community Redevelopment Area. These are areas approved for revitalization.

**CAPITAL EXPENDITURE** – Expenditure of funds which results in the acquisition of or addition to, land, improvements to land, structures, initial furnishings and selected equipment, which would have an expected life of at least three years.

**CAPITAL IMPROVEMENTS** - Land, improvements to land, structures (including design, permitting, and construction), initial furnishings and selected equipment (including ambulances, fire apparatus, and library collections). Capital improvements have an expected life of at least three years.

**CAPITAL IMPROVEMENT PLAN** - (CIP) A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs. It sets forth each project or other contemplated expenditure and specifies the full resources estimated to be available to finance the projected expenditures.

**CAPITAL OUTLAYS** - Expenditures which result in the acquisition of, or addition to, fixed assets.

**CAPITAL PROJECTS FUND** – These funds account for the financial resources to be used for the acquisition and / or construction of major capital facilities, other than those financed by proprietary funds.

**CONSTITUTIONAL OFFICERS** - Elected County government officials other than members of the Board of County Commissioners. The Clerk of Circuit Court and Comptroller, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector are Constitutional Officers, so called because their positions are authorized in the State Constitution.

**CONTINGENCY** - A reserve of funds, which are set aside to provide for emergency or unanticipated expenditures during the fiscal year.

**COUNTY ADMINISTRATOR** - The Chief Executive Officer of the County appointed by the Board of County Commissioners.

**DEBT SERVICE** - Payments of principal and interest to bond holders. It also includes payments for paying agents, registrars, and escrow agents.

**DEBT SERVICE FUND** – These funds are used to account for the accumulation of resources for, and the payment of, general long-term debt-principal, interest and other costs. These funds are also used for payment of other long-term debts, including notes, lease-purchase agreements, and installment purchase contracts.

**DEPENDENT SPECIAL DISTRICT** - A special district whose governing body or whose budget is established by the governing body of the County or municipality to which it is dependent, i.e., Municipal Service Taxing Unit (MSTU).



**DEPRECIATION** – The process of allocating in a systematic and rational manner the cost of a capital asset over the period of its useful life.

**ENCUMBRANCE** - The commitment of appropriated funds to purchase an item or service.

**ENTERPRISE FUND** - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business enterprise, i.e., through user charges.

**EXEMPTION** - A reduction to the assessed value of property. The most common exemption is the \$25,000 homestead exemption allowed if the owner uses the property as the principal residence. There are other exemptions for disability, government owned and non-profit owned property.

**EXPENDITURE** - Decrease in net financial resources. Expenditures include current operating expenses that require the current or future use of net current assets, debt service, and capital outlays.

**FINAL MILLAGE** - The tax rate adopted in the final public hearing.

**FISCAL YEAR** - A twelve-month period to which the annual operating budget applies, and at the end of which a government determines its financial position and the results of its operations. Martin County's fiscal year begins October 1 and ends September 30th of each year.

**FIXED ASSET** – a County-owned tangible piece of property used for governmental operations or programs with a useful life exceeding one year and value above of the Board approved threshold. Examples: land, buildings, and improvements other than buildings, machinery, and equipment.

**FULL-TIME EQUIVALENT (F.T.E)** - The number of approved positions equated to a full-time basis (e.g., two half-time positions equal one full-time equivalent position).

**FUNCTION** - Expenditure classification according to the principal purposes for which expenditures are made. Examples are public safety, public health, public welfare, etc.

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

**FUND BALANCE** - A term used to express the equity (assets minus liabilities) of governmental fund types and trust funds. In governmental accounting, this term refers also to money left over in a fund from the previous fiscal year.

**GENERAL FUND** - The primary operating fund of the County. Ad valorem taxes, licenses and fees, and other general revenues to provide countywide operations support this fund.

**GENERAL OBLIGATION (GO) BOND** - Debt that is secured by full faith and credit of government. Property taxes are the main revenue used to repay general obligation bonds, but if bondholders are not repaid, they have a legal claim against any revenue or asset of the government. In Florida, the issuance of GO bonds must be approved by voters in a referendum.

**GOVERNMENTAL FUNDS** - These funds consist of the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds.



**GRANT** - A contribution of assets (usually cash) by one governmental unit or other organization to another made for a specified purpose.

**HOMESTEAD EXEMPTION** - A deduction from the taxable value of property permanently occupied by the owner in the State of Florida. The exemption is now \$25,000 for property owners who qualify.

**IMPACT FEES** - Charges imposed by local governments against new development. Such charges represent a total or partial reimbursement for the cost of additional facilities or services necessary as the result of the new development. Rather than imposing the cost of these additional facilities or services upon the general public, the purpose of impact fees is to shift the capital expense burden of growth from the general public to the developer and new residents.

**INDEPENDENT TAXING DISTRICTS** - Taxing districts that appear separately on the tax bill and are not under County control.

**INTERFUND TRANSFERS** - Budgeted amounts transferred from one governmental accounting fund to another for work or services provided.

**INTERGOVERNMENTAL REVENUE** - Revenue received from another governmental unit for a specific purpose.

**INTERNAL SERVICE FUND** - A governmental accounting fund used to account for the financing of goods/services provided by one County department to another on a cost reimbursement basis.

**KIVA** - A database program that identifies every property in the County and is used for permitting and information request tracking.

**LEVEL OF SERVICE** - An indicator of the extent or degree of service provided by, or proposed to be provided by, a facility. Level of service (LOS) indicates the capacity per unit of demand for a public facility.

**LEVY** - To impose taxes, special assessments, or service charges.

**MANDATE** - Any responsibility, action, or procedure that is imposed by one sphere of government on another through constitutional, legislative, administrative, executive, or judicial action as a direct order, or that is required as a condition of aid.

**MIL** - The property tax rate that is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

**MILLAGE RATE** - A rate expressed in thousands. As used with ad valorem (property) taxes the rate expresses the dollars of tax per one thousand dollars of taxable values.

**MISSION STATEMENT** - Describes the overall broad purpose of an entity to which all efforts are directed. A mission statement describes general purposes and values, states the overall reason for existence in terms of results, and shows direction.

**MODIFIED ACCRUAL BASIS OF ACCOUNTING** - Under the modified accrual basis revenues are recorded when available and measurable. Expenditures are recorded when the services or goods are received and the related liabilities are incurred.

**MUNICIPAL SERVICES TAXING UNIT (MSTU)** - A special taxing unit established by an ordinance of the Board of County Commissioners, which allows for levying taxes on properties benefiting from specific services in defined geographic areas such as fire rescue, parks, road and stormwater maintenance.



**NET BONDED DEBT** – Self-supporting and General Obligation debt less any sinking funds and reserves.

**NET DEBT** - All debt less any sinking funds and reserves.

**NET DIRECT DEBT** - Debt for which the County has pledged its' "full faith and credit" less self-supporting (enterprise) debt and debt of overlapping jurisdictions.

**PERFORMANCE MEASURES** - A unit of measurement used in decision making that will ultimately improve the performance of an entity.

**PERSONAL SERVICES** - Costs related to compensating employees. This includes salaries, wages, and fringe benefit costs.

**PROPRIETARY FUND** – These funds consist of enterprise funds and internal service funds.

**RESERVE** - An amount set aside, consistent with statutory authority that can subsequently be appropriated to meet unexpected needs.

**REVENUE** - Funds that the government receives as income. These receipts can include tax payments, grants, service charges, interest earnings, and intergovernmental payments.

**REVENUE BONDS** - Bonds usually sold for constructing a capital project that will produce revenue for the governmental unit issuing the bonds. The revenue is used to pay for the principal and interest of the bond.

**ROLLED BACK RATE** - The millage rate that would generate the same ad valorem tax revenue as generated the previous year, excluding changes in taxable valuation resulting from new construction, annexation, or de-annexation. If the proposed aggregate millage rate exceeds the aggregate rollback rate, then by law, the advertisement for the public hearings to adopt the millage must state the percentage by which the rollback rate exceeds the percentage of the proposed tax increase.

**SPECIAL ASSESSMENT** - A compulsory levy imposed on certain properties to defray part, or all, of the cost of a specific improvement or service deemed to primarily benefit those properties.

**SPECIAL REVENUE FUND** - These funds are used to account for the proceeds of specific revenue sources that are restricted by law or administrative action for specific purposes.

**STATUTE** - A written law enacted by a duly organized and constituted legislative body.

**TIF** - Tax Increment Financing used to improve and revitalize neighborhoods.

**TAX RATE** - The amount of tax stated in terms of a unit of the tax base; for example, 5 mills equals 5 dollars per thousand of taxable value.

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

**TAX YEAR** - The calendar year in which ad valorem property taxes are levied to finance the ensuing fiscal year budget. For example, the tax roll for the 2000 calendar year would be used to compute the ad valorem taxes levied for the FY 2000/01 budget.



**TAXABLE VALUE** - The value used for computing the ad valorem taxes levied against property. The taxable value is the assessed value less any exemptions allowed by law. The most common exemption is the \$25,000 homestead exemption allowed, if the owner uses the property as the principle residence. There are also exemptions for disability, government-owned, and non-profit-owned property.

**TECHNOLOGY INVESTMENT PLAN** - (TIP) Martin County's plan to consolidate all technology investments into one document for review and consideration. The TIP is a three year plan which is approved by the Board.

**TENTATIVE MILLAGE** - The tax rate adopted at the first public hearing of a taxing agency. Under state law, the agency may reduce but not increase the tentative millage during the final budget hearing.

**TRIM NOTICE** - "Truth Rate In Millage", a tentative tax notice sent to all property owners to provide information reflecting tentatively adopted millage rates.

**TRUST FUND** - These funds are used to account for assets held by a government in a trustee capacity and do not involve measurement of results of operations. They are generally limited to instances where legally mandated or where a formal legal trustee relationship exists.

**TRUTH IN MILLAGE LAW** - Also called the TRIM bill. A 1980 law enacted by the Florida legislature that changed the budget process for local taxing agencies. It was designed to keep the public informed about the taxing intentions of the various taxing authorities.

**UNINCORPORATED AREA** - That portion of the County that is not within the boundaries of any municipality.

**USER FEES** - The payment of a fee for direct receipt of a public service by the benefiting party.

## **ACRONYMS**

**ADA** – Americans with Disabilities Act

**ATCT** – Air Traffic Control Tower

**ATIS** – Automatic Terminal Information System

**C&D** – Construction and Demolition

**AutoCAD** – Design/drafting development management applications

**BASE** - Baseline

**CAFR** – Comprehensive Annual Financial Report

**CBN** – Community Broadband Network

**CCR** – Consumer Confidence Report

**CDBG** – Community Development Block Grant



**CERP** – Comprehensive Everglades Restoration Plan

**CERT** – Community Emergency Response Team

**CGMP** – Comprehensive Growth Management Plan

**CIE** – Capital Improvement Element

**CIP** – Capital Improvement Plan

**CLOE** – Current Level of Effort

**CLOS** – Current Level of Service

**COA** – Council on Aging

**CPI** – Consumer Price Index

**CRA** – Community Redevelopment Area/Agency

**DEP** – Department of Environment Protection

**DRC** – Development Review Committee

**DSA** – Department Specific Applications

**DSL** – Digital Subscriber Line

**EAS** – Enterprise Applications

**EMS** – Emergency Medical Services

**EOC** – Emergency Operations Center

**EPA** – Environmental Protection Agency

**ESRI** – Environmental Systems Research Institute, an international supplier of GIS

**FAA** – Federal Aviation Administration

**FDEP** – Florida Department of Environmental Protection

**FDOT** – Federal Department of Transportation

**FEMA** – Federal Emergency Management Agency

**FPL** – Florida Power & Light

**FTE** – Full Time Equivalent

**FYN** – Florida Yards and Neighborhoods

**GAAP** – Generally Accepted Accounting Principles





**GASB** – Governmental Accounting Standards Board

**GFOA** – Government Finance Officers Association

**GIS** – Global Imaging Systems

**GPS** – Global Positioning Systems

**HAP** – HAPHousing™ trademark for a federal program providing affordable houses

**HCRA** – Health Care Responsibilities Act

**HIPPA** – Health Insurance Portability and Accountability Act of 1996

**HUD** – Housing and Urban Development

**IAFF** – International Association of Fire Fighters

**IAQ** – Indoor Air Quality

**IPSSMA** – Infor Public Sector Service and Maintenance Agreement

**JOTC** – Juvenile Offender Training Camp

**JPA** – Joint Participation Agreement

**LAN** – Local Area Networking

**LIDAR** – Light Detection and Ranging, remote sensing method used to examine the surface of the Earth

**LDR** – Land Development Regulation

**LOS** – Level of Service

**LPA** – Local Planning Agency

**MGD** – Million Gallons per Day

**MILE** – Martin County Institute for Lifelong Educational Learning

**Mobile CAD** – Mobile Computer Aided Dispatch

**MPO** – Metropolitan Planning Organization

**MSTU** – Municipal Services Taxing Unit

**MSW** – Municipal Solid Waste

**MS4** – Municipal Separate Storm Sewer Systems (US EPA)

**NFPA** – National Fire Protection Association



**NFIP** – National Flood Insurance Program

**NPDES** – National Pollution Discharge Elimination System

**NRPA** – National Recreation and Parks Association

**OCLC** – Online Computer Library Center (worldwide library catalog)

**ODTUG** – Oracle Development Tools User Group

**OPEB** – Other Post- Employment Benefits

**ORCA** – Ocean Research and Conservation Association

**PAMP** – Preserve Area Management Plan

**PBX** – Private Branch Exchange

**PSC** – Public Safety Complex

**PTO** – Paid Time Off

**REP** – Radiological Emergency Planning

**RO** – Reverse Osmosis

**RSVP** – Retired Senior Volunteer Program

**SCADA** – Supervisor Control & Data Acquisition

**SFWMD** – South Florida Water Management District

**SHIP** – State Housing Initiative Program

**SSN** – Shared Services Network

**STA** – Stormwater Treatment Areas

**SWIM** – Surface Water Improvement Management

**SWIM MM** – Swim Meet Manager

**TERT** – Technical Extrication Team

**TIP** – Technology Investment Plan

**URISA** – Urban and Regional Information Systems Association

**VIMS** – Veteran Information Management System

**WAN** – Wide Area Networking