

TOWN OF JUPITER



DATE: September 17, 2019
TO: Honorable Mayor and Members of Town Council
THRU: Matt Benoit, Town Manager
FROM: Michael Vilella, Finance Director
SUBJECT: Consideration of Adopting Resolution 88-19 Approving the Town of Jupiter's FY 2020 Budget and Pay Plan

EXECUTIVE SUMMARY:

Resolution 88-19 adopts the Town of Jupiter Annual Budget and Pay Plan for the fiscal year beginning October 1, 2019 and ending September 30th, 2020. The proposed operating budget for all the Town of Jupiter funds for the fiscal year ending September 30, 2020 totals \$110.6 million including debt service funds. This represents a \$12.5 million increase from the prior fiscal year total budget approval of \$98.1 million. \$8 million of this increase results from the inclusion of the Town's Insurance fund as a stand-alone fund for the first time which will result in more transparent reporting of the Town health and other benefit related insurance costs.

Other highlights reflected in the FY2020 operating budget include:

- Ad Valorem millage rate remains flat at 2.4633. This proposed millage rate coupled with a forecasted property valuation increase of 5.09%, results in an increase in tax assessments for general fund operations of \$1.1 million compared to FY2019.
- No indexing of water rates were required for FY 2020.
- Performance/salary study increases are budgeted at \$1,064,677 for nonunion employees Town-wide.
- No new positions being requested.
- PBA salary adjustment – 10% adjustment to PBA salaries just over \$1 million; cost is partially offset by elimination of non-PD vacant positions.
- Health Insurance – 10% increase in premiums while maintaining of Town HSA funding of \$813,205 for employees.

This budget proposal is in keeping with our overall budget objective of maintaining a minimal level of ad valorem assessments while maintaining high levels of service for our citizens and business community.

RECOMMENDATION:

Consideration of Resolution 88-19 Adopting the Town of Jupiter Budget and Pay Plan for the fiscal year beginning October 1, 2019 and ending September 30th, 2020 which shall be adopted upon second reading of the annual budget.

Strategic Priority: Fiscal Responsibility

Attachments:

Resolution 88-19
Detail Operating Budgets

Pay Plan

Funding Source:

<input type="checkbox"/> Approved in Budget	\$ _____	Sources: _____
<input type="checkbox"/> Additional Funding Required	\$ _____	Sources: _____

RESOLUTION NO. 88-19

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, ADOPTING A BUDGET AND PAY PLAN FOR THE TOWN OF JUPITER, AND APPROPRIATING VARIOUS FUNDS FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020.

WHEREAS, the Town of Jupiter has such powers and authority as conferred upon it by the Florida Constitution and Chapter 166, Fla. Stat.; and

WHEREAS, pursuant to § 166.241(2), Fla. Stat., the Town Council is required to annually adopt a budget for the fiscal year which shows each funds' budgeted revenues and expenditures; and

WHEREAS, the Town Council of the Town of Jupiter has adopted and levied by Ordinance No. 10-19, a tentative and final millage rate for the fiscal year 2019-2020; and,

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

Section 1. The budget of the Town of Jupiter, including the operations of the Jupiter Water System, has been duly prepared by the Town Manager and following proper and duly noticed public hearings has been reviewed, and is hereby adopted by the Town Council for the Town of Jupiter for Fiscal Year 2019-2020, appropriating as and for all municipal purposes and expenses of the Town, the sums and amounts as follows:

The final budget is hereby approved and adopted in the sum of \$110,568,790 a copy of which is hereby incorporated by reference and made a part hereof, and which includes, among others, the following items:

	<u>2019-2020</u>
General Fund	\$55,611,511
Sales Tax Revenue Bond Debt Service Fund	4,907,000
Community Center G.O. Bond Debt Service Fund	2,141,625
Water System Enterprise Fund	26,097,648
Stormwater Utility Fund	3,519,038

Building Enterprise Fund	4,340,214
Capital Improvements Fund	5,946,503
Insurance Fund	8,005,251

Section 2. Pursuant to the applicable provisions of the Florida Constitution, §166.241, Fla. Stat. and the Charter of the Town of Jupiter, the object and purpose of the appropriations provided for by this Resolution and the amount of each function and fund budgeted for the government of the Town of Jupiter is hereby fixed, made and appropriated in accordance with the terms, specification and details contained within the said budget.

Section 3. The Finance Department shall furnish a certified copy of this Resolution to the Palm Beach County Property Appraiser, the Palm Beach County Tax Collector and the Department of Revenue of the State of Florida, as required by law.

Section 4. This Resolution shall take effect immediately upon its execution.

Section 5. The Town Manager is hereby authorized to amend/transfer authorizations between departmental accounts provided however that the total appropriated expenditures by fund do not exceed Council authorized amounts and such transfers are approved by the Town Council.

**TOWN OF JUPITER
GENERAL FUND
SUMMARY OF DRAFT BUDGET
FISCAL YEAR 2019 - 2020**

REVENUES:	Proposed 2019 - 2020
Taxes - Current Ad valorem	\$ 22,788,395
Taxes - Utility	\$ 5,268,817
Franchise fees	\$ 4,800,000
Taxes - Other	\$ 3,987,545
Licenses and permits	\$ 507,300
Intergovernmental	\$ 2,850,785
Charges for services	\$ 5,350,801
Solid Waste Collection Revenue	\$ 3,536,960
Fines and forfeitures	\$ 279,000
Interest	\$ 1,018,267
Miscellaneous	\$ 208,150
Transfers -Sales Tax Debt Fund	\$ 3,800,000
CRA Cost Reimbursement	\$ 715,491
CRA Loan Repayment	\$ 500,000
Fund Balance	\$ -
TOTAL REVENUES	\$ 55,611,511

EXPENDITURES:	Proposed 2019 - 2020
Council	\$ 269,526
Town Manager	\$ 457,774
Town Clerk	\$ 665,929
Neighborhoods	\$ 381,318
Community Relations/Public Info	\$ 911,803
Finance	\$ 1,007,308
Town Attorney	\$ 350,320
Information Systems	\$ 2,856,133
Human Resources	\$ 793,119
Utilities and Operating Expenses	\$ 4,819,910
Solid Waste Collections	\$ 3,536,960
Planning and Zoning	\$ 2,011,645
Police	\$ 24,461,660
Code Compliance	\$ 729,538
Engineering	\$ 1,508,464
Public Works	\$ 4,111,435
Parks Maintenance	\$ 2,467,606
Recreation Services	\$ 3,097,286
Business Development	\$ 173,777
One-Time Trf to CIP	\$ 1,000,000
TOTAL EXPENDITURES	\$ 55,611,511

FUND: 001 / General Fund
Dept./Div: Revenues Projections

A/C No.	Description	Proposed FY 2020
31	TAXES	
311100	Ad Valorem Taxes-Current	22,788,395
311200	Ad Valorem Taxes-Delinquent	40,000
312410	Local Option Gas Tax	1,409,105
314100	Util Serv Tax-Electricity	3,895,998
314300	Util Serv Tax-Water	1,212,819
314800	Util Serv Tax-Propane	160,000
315000	Communications Service Taxes	2,538,440
316000	Local Business Tax	400,000
316100	Local Business Tax-App Fee	4,500
316200	Local Business Tax-Penalty	2,800
	Subtotal	32,452,057
32	LICENSES & PERMITS	
322100	Bldg Permits-Engineering	100,000
323100	Franchise Fees-Electricity	4,600,000
323700	Franchise Fees-Solid Waste	200,000
329401	Oth Fee-Compliance Fee	-
	Subtotal	4,900,000
33	INTERGOVERNMENTAL	
335120	State Shared-Proceeds	2,001,040
335140	State Shared-Mobile Home Tax	1,500
335150	State Shared-Alcoholic Bev Tax	50,000
335490	State Shared-Motor Fuel Tax Rt	25,000
335900	State Shared-Police Pension Co	611,245
338201	Shared Oth-PBC Business Tax Rc	120,000
338401	Shared Oth-PBC Road Impact Fee	30,000
338402	Shared Oth-SWA Recycling	12,000
	Subtotal	2,850,785
34	CHARGES FOR SERVICE	
341300	CFS-Admin Fees Code Enforce	10,000
341906	CFS-Tower Rental	172,542
341913	CFS-Spring Train Parking Fees	25,000
342100	CFS-Police Services	140,000
342101	CFS-PBC School Security	700,000
343317	CFS-Surcharge	1,068,969
343400	CFS-Garbage Fees	3,536,960
344901	CFS-Road Maintenance	10,000
344902	CFS-Sign Shop Services	500
344903	CFS-Highway Lighting Compensat	70,000
347202	CFS-Program Activity Fees	125,000
347203	CFS-Athletic Fees	225,000
347204	CFS-Senior Activity Fee	70,000

FUND: 001 / General Fund
Dept./Div: Revenues Projections

A/C No.	Description	Proposed FY 2020
347206	CFS-Camps/Schools Out	500,000
347207	CFS-Skate Park Revenues	45,000
347300	CFS-Recr/Art Committee Prg Fee	300
347400	CFS-Special Events	26,000
347401	CFS-Parks & Rec-Sponsorship	20,000
347405	CFS-Jubilee Food Vendor Fee	1,250
347501	CFS-Civic Center	51,000
347502	CFS-Community Center	20,000
347503	CFS-Old Town Hall	14,000
347901	CFS-Concession Sales	15,000
347903	CFS-Comm Center Admin Fee	2,500
349002	CFS-Plan Review Fees	120,000
349005	CFS-Engineering Review Fees	30,000
349190	Cost Allocation - CRA	715,491
349400	Cost Allocation-Water	1,191,126
349410	Cost Allocation-SW	179,425
349450	Cost Allocation-Building	506,189
349701	CFS-Dive Bar Parking Lease	12,000
Subtotal		9,603,252
35	FINES & FORFEITURES	
351100	Court Fines	60,000
351500	Court Fines - Traffic \$12.50	30,000
354000	Local Ordinance Violations	60,000
354002	Local Fines-Parking Tickets	25,000
354003	Local Fines-False Alarms	4,000
359100	Oth Fines-Federal Forfeits	100,000
Subtotal		279,000
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker Invest	75,000
361102	Interest-SBA	150,000
361106	Interest - WF Heritage	300,000
361108	Interest-Bank Interest	275,000
361110	Interest-FLCLASS	75,000
361113	Interest-CRA Loan	138,267
361114	Interest-Economic Development	5,000
366111	Donation-Jupiter Jubilee	18,000
369340	Oth Rev-Insurance Reimburse	50,000
369900	Other Miscellaneous Revenue	30,000
369945	Oth Rev-Vehicle Fuel Reimburse	110,150
Subtotal		1,226,417

FUND: 001 / General Fund
Dept./Div: Revenues Projections

A/C No.	Description	Proposed FY 2020
38	TRANSFERS	
381190	Tfr Fr-CRA	500,000
381220	Tfr Fr-Revenue/Sales Tax DS	3,800,000
	Subtotal	4,300,000
38	NON-REVENUES	
380000	Designated from Fund Balance	-
	Subtotal	-
	TOTAL	55,611,511

TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020

FUND: 001 / General Fund

Dept./Div:

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	1,507,326
512000	Regular Salaries	19,649,115
512001	Salary Adjustment	677,618
514000	Overtime	889,838
514001	Overtime - School Security	700,000
514020	Comp Time Paid	152,229
514030	Holiday Additional Compensatn	221,551
515000	Special Pay	112,560
518100	Retirement - Council	11,100
	Subtotal	23,921,337
521000	FICA Taxes	1,582,427
522001	FRS	1,232,707
522002	Police Pension	2,630,335
522005	State Police Pension	611,245
523000	Life & Health Insurance	4,765,141
524000	Workers Comp Insurance	374,214
525000	Unemployment Claims	10,000
	Subtotal	11,206,069
531000	Professional Services	554,478
531005	Legal Review	5,000
531006	Historical Resources Brd	80,000
531008	Litigation	130,000
531009	Labor Attorney	30,000
531011	Canine	10,500
531501	Engineering Recording Fees	1,500
532000	Accounting & Auditing	95,859
534000	Other Contractual Service	780,171
534001	Garbage Collection	3,536,960
534002	Town-wide Training	21,000
534003	Wellness Programs	40,000
534004	Regional Communications	2,127,682
534005	Contractua Srvs - Recreation	506,500
540000	Travel & Per Diem	155,371
540001	Car Allowance	7,800
541000	Communication Services	335,169
542000	Postage & Freight	61,110
542001	Other Distribution Costs	1,000

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund

Dept./Div:

A/C No.	Description	Proposed FY 2020
543000	Utility Services	1,914,000
544000	Rentals & Leases	123,875
545000	Insurance	728,791
546000	Repairs & Maintenance	1,308,899
546001	Vehicle R&M	274,547
546003	Grounds R&M	325,500
546004	Building Janitorial	148,200
546005	Parks R&M	9,000
546007	Landscape Maintenance	1,167,000
546008	Neighborhood Equity	200,000
546009	104/106 N Military Trail	10,262
546011	Barracks Building Maintenance	10,000
547000	Printing & Binding	67,810
548000	Promotional Activities	189,800
548001	Jupiter Jubilee	60,000
548002	Art Committee	16,000
548003	Neighborhood Enhancement	50,000
549000	Other Current Charges	69,910
549001	Legal Advertising	24,000
549004	Recruiting Advertisements	500
549005	Credit Card Process Fee	67,000
549014	Doubtful Accounts	4,000
551000	Office Supplies	37,930
552000	Operating Supplies	985,528
552001	Uniforms	175,035
552002	Gas Oil & Lube	423,501
552003	Traffic Control Devices	53,150
552016	Canine Supplies	10,500
552017	Recreation Programs	46,100
552018	Summer Program	73,520
552019	Emergency Supplies	5,000
552021	Meeting	6,000
553000	Road Materials & Supplies	24,500
553001	Sidewalk Replacement	104,000
554000	Books Dues Pubs Etc	496,351
554001	Training Supplies	37,500
554002	Tuition Reimbursement	40,000

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund

Dept./Div:

A/C No.	Description	Proposed FY 2020
554003	Hosted Services	130,722
	Subtotal	17,898,531
564000	Machinery & Equipment	280,500
	Subtotal	280,500
582000	Aid to Private Organizations	25,000
591190	Tfr To-CRA	766,157
591310	Trf To-Capital Fund	1,000,000
599001	Contingency	513,917
	Subtotal	2,305,074
	TOTAL	\$55,611,511

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 001 / General Fund
Dept/Div: 00110011 / Town Council

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	96,600
518100	Retirement - Council	11,100
	Subtotal	107,700
521000	FICA Taxes	6,382
522001	FRS	47,163
523000	Life & Health Insurance	71,950
524000	Workers Comp Insurance	131
	Subtotal	125,626
540000	Travel & Per Diem	5,000
541000	Communication Services	2,000
549000	Other Current Charges	300
551000	Office Supplies	200
552000	Operating Supplies	1,000
554000	Books Dues Pubs Etc	2,700
	Subtotal	11,200
582000	Aid to Private Organizations	25,000
	Subtotal	25,000
	TOTAL	269,526

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 001 / General Fund
Dept/Div: 00120012 / Town Manager

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	236,778
512000	Regular Salaries	69,677
512001	Salary Adjustment	4,328
	Subtotal	310,783
521000	FICA Taxes	16,799
522001	FRS	64,543
523000	Life & Health Insurance	42,242
524000	Workers Comp Insurance	707
	Subtotal	124,291
540000	Travel & Per Diem	2,500
540001	Car Allowance	7,800
541000	Communication Services	3,400
546001	Vehicle R&M	1,000
549000	Other Current Charges	1,200
551000	Office Supplies	500
552000	Operating Supplies	1,000
552002	Gas Oil & Lube	500
554000	Books Dues Pubs Etc	4,800
	Subtotal	22,700
	TOTAL	\$457,774

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 001 / General Fund

Dept/Div: 00122012 / Clerk

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	135,379
512000	Regular Salaries	223,278
512001	Salary Adjustment	21,478
514000	Overtime	500
	Subtotal	380,635
521000	FICA Taxes	25,673
522001	FRS	38,697
523000	Life & Health Insurance	83,231
524000	Workers Comp Insurance	488
	Subtotal	148,089
534000	Other Contractual Service	75,000
534002	Town-wide Training	1,000
540000	Travel & Per Diem	6,010
541000	Communication Services	1,400
544000	Rentals & Leases	3,650
546000	Repairs & Maintenance	3,600
547000	Printing & Binding	12,500
548000	Promotional Activities	950
549001	Legal Advertising	24,000
551000	Office Supplies	1,550
552000	Operating Supplies	3,280
554000	Books Dues Pubs Etc	4,265
	Subtotal	137,205
	TOTAL	\$665,929

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 001 / General Fund

Dept/Div: **00120212 / TM Neighborhoods**

AC/No.	Description	Proposed FY 2020
512000	Regular Salaries	199,695
512001	Salary Adjustment	12,210
	Subtotal	211,905
521000	FICA Taxes	13,248
522001	FRS	16,916
523000	Life & Health Insurance	79,461
524000	Workers Comp Insurance	1,608
	Subtotal	111,233
540000	Travel & Per Diem	4,000
542000	Postage & Freight	500
546000	Repairs & Maintenance	500
547000	Printing & Binding	500
548003	Neighborhood Enhancement	50,000
551000	Office Supplies	1,000
552001	Uniforms	150
554000	Books Dues Pubs Etc	1,530
	Subtotal	58,180
	TOTAL	\$381,318

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 001 / General Fund

Dept/Div: 00120112 / TM Community Relations

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	124,414
512000	Regular Salaries	323,597
512001	Salary Adjustment	27,430
	Subtotal	475,441
521000	FICA Taxes	30,057
522001	FRS	59,026
523000	Life & Health Insurance	150,636
524000	Workers Comp Insurance	600
	Subtotal	240,319
531000	Professional Services	88,803
540000	Travel & Per Diem	3,500
541000	Communication Services	4,000
542000	Postage & Freight	9,200
542001	Other Distribution Costs	1,000
544000	Rentals & Leases	15,000
547000	Printing & Binding	48,450
548000	Promotional Activities	10,000
551000	Office Supplies	4,500
552000	Operating Supplies	5,000
554000	Books Dues Pubs Etc	6,590
	Subtotal	196,043
	TOTAL	\$911,803

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund
Dept./Div: Finance

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	145,625
512000	Regular Salaries	508,248
512001	Salary Adjustment	39,936
514000	Overtime	500
	Subtotal	694,309
521000	FICA Taxes	46,347
522001	FRS	80,100
523000	Life & Health Insurance	138,056
524000	Workers Comp Insurance	896
	Subtotal	265,399
531000	Professional Services	6,700
534000	Other Contractual Service	300
540000	Travel & Per Diem	9,450
541000	Communication Services	1,900
544000	Rentals & Leases	2,910
546000	Repairs & Maintenance	200
547000	Printing & Binding	300
549000	Other Current Charges	2,100
551000	Office Supplies	1,200
552000	Operating Supplies	5,655
554000	Books Dues Pubs Etc	16,885
	Subtotal	47,600
	TOTAL	1,007,308

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 001 / General Fund

Dept/Div: **00121014 / Attorney/Legal Counsel**

AC/No.	Description	Proposed FY 2020
531000	Professional Services	220,320
531008	Litigation	130,000
	Subtotal	350,320
	TOTAL	350,320

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund
Dept./Div: Information Systems

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	115,924
512000	Regular Salaries	890,758
512001	Salary Adjustment	42,479
514000	Overtime	13,000
	Subtotal	1,062,161
521000	FICA Taxes	73,216
522001	FRS	105,589
523000	Life & Health Insurance	211,208
524000	Workers Comp Insurance	1,271
	Subtotal	391,284
531000	Professional Services	97,635
540000	Travel & Per Diem	9,260
541000	Communication Services	4,668
544000	Rentals & Leases	2,770
546000	Repairs & Maintenance	738,813
549000	Other Current Charges	800
551000	Office Supplies	1,560
552000	Operating Supplies	398,439
554000	Books Dues Pubs Etc	18,021
554003	Hosted Services	130,722
	Subtotal	1,402,688
	TOTAL	2,856,133

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND **001 / General Fund**
Dept/Div: **00124013 / HR Administration**

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	100,292
512000	Regular Salaries	285,176
512001	Salary Adjustment	23,562
	Subtotal	409,030
521000	FICA Taxes	27,408
522001	FRS	49,641
523000	Life & Health Insurance	99,677
524000	Workers Comp Insurance	528
	Subtotal	177,254
531000	Professional Services	16,500
531009	Labor Attorney	30,000
534002	Town-wide Training	20,000
534003	Wellness Programs	40,000
540000	Travel & Per Diem	3,500
541000	Communication Services	1,020
544000	Rentals & Leases	4,700
546000	Repairs & Maintenance	7,000
547000	Printing & Binding	500
548000	Promotional Activities	24,900
549000	Other Current Charges	5,000
551000	Office Supplies	6,000
554000	Books Dues Pubs Etc	7,715
554002	Tuition Reimbursement	40,000
	Subtotal	206,835
	TOTAL	\$793,119

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND **001 / General Fund**
Dept/Div: **00190019 / Other General Government**

AC/No.	Description	Proposed FY 2020
525000	Unemployment Claims	10,000
	Subtotal	10,000
531000	Professional Services	50,000
532000	Accounting & Auditing	95,859
534000	Other Contractual Service	81,862
534001	Garbage Collection	3,536,960
541000	Communication Services	164,743
542000	Postage & Freight	51,000
543000	Utility Services	1,890,000
544000	Rentals & Leases	33,656
545000	Insurance	728,791
546000	Repairs & Maintenance	6,000
546008	Neighborhood Equity	200,000
548000	Promotional Activities	19,600
548002	Art Committee	16,000
549000	Other Current Charges	40,000
549005	Credit Card Process Fee	67,000
549014	Doubtful Accounts	4,000
551000	Office Supplies	2,500
552000	Operating Supplies	29,000
552019	Emergency Supplies	5,000
552021	Meeting	6,000
554000	Books Dues Pubs Etc	38,825
	Subtotal	7,066,796
591190	Tfr To-CRA	766,157
591310	Trf To-Capital Fund	1,000,000
599001	Contingency	513,917
	Subtotal	2,280,074
	TOTAL	9,356,870

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund
Dept./Div: Planning & Zoning

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	142,207
512000	Regular Salaries	1,052,537
512001	Salary Adjustment	72,676
514020	Comp Time Paid	2,000
	Subtotal	1,269,420
521000	FICA Taxes	85,830
522001	FRS	125,040
523000	Life & Health Insurance	258,287
524000	Workers Comp Insurance	1,636
	Subtotal	470,793
531000	Professional Services	32,000
531005	Legal Review	5,000
531006	Historical Resources Brd	80,000
534000	Other Contractual Service	95,055
540000	Travel & Per Diem	11,925
541000	Communication Services	1,200
544000	Rentals & Leases	3,240
546000	Repairs & Maintenance	1,900
546001	Vehicle R&M	1,200
549000	Other Current Charges	250
551000	Office Supplies	3,500
552000	Operating Supplies	19,452
552002	Gas Oil & Lube	2,400
554000	Books Dues Pubs Etc	14,310
	Subtotal	271,432
	TOTAL	2,011,645

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund

Dept./Div: Police

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	152,978
512000	Regular Salaries	11,260,799
512001	Salary Adjustment	147,402
514000	Overtime	739,238
514001	Overtime - School Security	700,000
514020	Comp Time Paid	132,379
514030	Holiday Additional Compensatn	216,551
515000	Special Pay	112,560
	Subtotal	13,461,907
521000	FICA Taxes	883,130
522001	FRS	159,549
522002	Police Pension	2,630,335
522005	State Police Pension	611,245
523000	Life & Health Insurance	2,317,854
524000	Workers Comp Insurance	253,573
	Subtotal	6,855,686
531000	Professional Services	11,520
531011	Canine	10,500
534000	Other Contractual Service	187,047
534004	Regional Communications	2,127,682
540000	Travel & Per Diem	79,784
541000	Communication Services	109,443
544000	Rentals & Leases	28,529
546000	Repairs & Maintenance	81,835
546001	Vehicle R&M	201,088
547000	Printing & Binding	3,020
549000	Other Current Charges	15,200
549004	Recruiting Advertisements	500
551000	Office Supplies	5,330
552000	Operating Supplies	400,139
552001	Uniforms	148,100
552002	Gas Oil & Lube	324,800
552016	Canine Supplies	10,500
554000	Books Dues Pubs Etc	346,550
554001	Training Supplies	37,500
	Subtotal	4,129,067
564000	Machinery & Equipment	15,000
	Subtotal	15,000
	TOTAL	24,461,660

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND **001 / General Fund**

Dept/Div: **00135924 / Police Code Compliance Inspect**

AC/No.	Description	Proposed FY 2020
512000	Regular Salaries	396,721
512001	Salary Adjustment	24,245
514000	Overtime	1,100
514020	Comp Time Paid	4,500
	Subtotal	426,566
521000	FICA Taxes	28,485
522001	FRS	37,729
523000	Life & Health Insurance	119,651
524000	Workers Comp Insurance	5,034
	Subtotal	190,899
531000	Professional Services	11,000
534000	Other Contractual Service	29,927
540000	Travel & Per Diem	3,392
541000	Communication Services	7,485
542000	Postage & Freight	410
544000	Rentals & Leases	3,120
546000	Repairs & Maintenance	7,616
546001	Vehicle R&M	8,759
547000	Printing & Binding	1,020
549000	Other Current Charges	2,860
551000	Office Supplies	1,825
552000	Operating Supplies	13,583
552001	Uniforms	4,610
552002	Gas Oil & Lube	10,456
554000	Books Dues Pubs Etc	6,010
	Subtotal	112,073
	TOTAL	729,538

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND **001 / General Fund**

Dept/Div: **00131041 / Eng Administration**

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	145,750
512000	Regular Salaries	805,900
512001	Salary Adjustment	58,134
514000	Overtime	6,000
	Subtotal	1,015,784
521000	FICA Taxes	67,605
522001	FRS	109,434
523000	Life & Health Insurance	218,612
524000	Workers Comp Insurance	4,804
	Subtotal	400,455
531000	Professional Services	20,000
531501	Engineering Recording Fees	1,500
540000	Travel & Per Diem	2,400
541000	Communication Services	6,010
544000	Rentals & Leases	7,000
546000	Repairs & Maintenance	520
546001	Vehicle R&M	5,000
547000	Printing & Binding	520
549000	Other Current Charges	500
551000	Office Supplies	2,395
552000	Operating Supplies	3,120
552001	Uniforms	1,260
552002	Gas Oil & Lube	5,500
554000	Books Dues Pubs Etc	6,500
	Subtotal	62,225
564000	Machinery & Equipment	30,000
	Subtotal	30,000
	TOTAL	1,508,464

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund

Dept./Div: Public Works & Parks

A/C No.	Description	Proposed FY 2020
512000	Regular Salaries	2,295,473
512001	Salary Adjustment	137,052
514000	Overtime	58,900
	Subtotal	2,491,425
521000	FICA Taxes	165,674
522001	FRS	220,437
523000	Life & Health Insurance	717,330
524000	Workers Comp Insurance	70,353
	Subtotal	1,173,794
534000	Other Contractual Service	173,025
540000	Travel & Per Diem	3,900
541000	Communication Services	24,700
543000	Utility Services	24,000
544000	Rentals & Leases	11,500
546000	Repairs & Maintenance	402,415
546001	Vehicle R&M	55,000
546003	Grounds R&M	325,500
546004	Building Janitorial	127,200
546005	Parks R&M	7,000
546007	Landscape Maintenance	1,167,000
546009	104/106 N Military Trail	10,262
546011	Barracks Building Maintenance	10,000
549000	Other Current Charges	700
551000	Office Supplies	3,000
552000	Operating Supplies	48,760
552001	Uniforms	14,965
552002	Gas Oil & Lube	74,300
552003	Traffic Control Devices	53,150
553000	Road Materials & Supplies	24,500
553001	Sidewalk Replacement	104,000
554000	Books Dues Pubs Etc	13,445
	Subtotal	2,678,322
564000	Machinery & Equipment	235,500
	Subtotal	235,500
	TOTAL	6,579,041

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 001 / General Fund
Dept./Div: Recreation

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	111,379
512000	Regular Salaries	1,248,029
512001	Salary Adjustment	61,235
514000	Overtime	70,000
514020	Comp Time Paid	13,000
514030	Holiday Additional Compensatn	5,000
	Subtotal	1,508,643
521000	FICA Taxes	106,856
522001	FRS	111,228
523000	Life & Health Insurance	203,929
524000	Workers Comp Insurance	32,460
	Subtotal	454,473
534000	Other Contractual Service	137,955
534005	Contractua Srvs - Recreation	506,500
540000	Travel & Per Diem	5,600
541000	Communication Services	2,000
544000	Rentals & Leases	7,800
546000	Repairs & Maintenance	58,500
546001	Vehicle R&M	2,500
546004	Building Janitorial	21,000
546005	Parks R&M	2,000
547000	Printing & Binding	1,000
548000	Promotional Activities	133,700
548001	Jupiter Jubilee	60,000
549000	Other Current Charges	500
551000	Office Supplies	2,100
552000	Operating Supplies	56,100
552001	Uniforms	5,700
552002	Gas Oil & Lube	5,545
552017	Recreation Programs	46,100
552018	Summer Program	73,520
554000	Books Dues Pubs Etc	6,050
	Subtotal	1,134,170
	TOTAL	3,097,286

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 001 / General Fund

Dept/Div: **00130052 / Bus Dev Administration**

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	0
512000	Regular Salaries	0
512001	Salary Adjustment	0
	Subtotal	0
521000	FICA Taxes	0
522001	FRS	0
523000	Life & Health Insurance	0
524000	Workers Comp Insurance	0
	Subtotal	0
534008	Employee Health Clinic	0
540000	Travel & Per Diem	950
541000	Communication Services	1,200
548000	Promotional Activities	650
549000	Other Current Charges	500
551000	Office Supplies	500
552000	Operating Supplies	500
552001	Uniforms	250
554000	Books Dues Pubs Etc	555
	Subtotal	5,105
	TOTAL	5,105

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND **001 / General Fund**
Dept/Div: **00130113 / Bus Dev Business Tax Receipts**

AC/No.	Description	Proposed FY 2020
512000	Regular Salaries	89,227
512001	Salary Adjustment	5,451
514000	Overtime	600
514020	Comp Time Paid	350
	Subtotal	95,628
521000	FICA Taxes	5,717
522001	FRS	7,615
523000	Life & Health Insurance	53,017
524000	Workers Comp Insurance	125
	Subtotal	66,474
540000	Travel & Per Diem	4,200
551000	Office Supplies	270
552000	Operating Supplies	500
554000	Books Dues Pubs Etc	1,600
	Subtotal	6,570
	TOTAL	168,672

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS	FY20 2019-2020
Town Manager	1
Assistant Town Manager	0
Executive Assistant	1
Special Project Coordinator	0
Total	2
Town Clerk	1
Deputy Town Clerk	1
Administrative Specialist III	1
Records Technology Specialist	1
Records Manager	1
Total	5
Neighborhood Services Mgr	1
Neighborhood Svcs Program Specialist	1
Neighborhood Services Coord.	0.75
Total	2.75
Community Relations Director	1
Communications and Events Coordinator	1
Graphic Designer	1
Social Media Specialist	1
Web & Multi-Media Specialist	1
Community Programs & Marketing Mgr	1
Total	6
Director, Finance	1
Accountant, Senior	2
Accountant I	1
Accounting Specilaist	1
Accounts Payable & Payroll Coordinator	1
Payroll Specialist	1
Budget Manager	1
Total	8

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS	FY20 2019-2020
AUTHORIZED POSITIONS	
	2019-2020
Director, Info. Systems	1
Network Administrator	1
Sr Network Administrator	0
Network Specialist	2
Service Desk Specialist	2
Service Desk Specialist II	1
Administrative Specialist III	1
Service Desk Supervisor	1
Sr. Business Systems Analyst	1
Business Systems Analyst	1
GIS Manager	1
GIS Specialist	1
Total	13

Director, Human Resources	1
Risk Manager	1
Human Resources Senior Generalist	1
Human Resources Generalist	1
Human Resources Technician	1
Total	5

Director, Planning & Zoning	1
Assistant Director	1
Planner, Principal	3
Planner, Senior	2
Planner	2
Natural Resources Coordinator	1
Natural Resources Program Supervisor	1
Administrative Specialist III	1
Administrative Specialist II (P/T)	0.75
P&Z Specialist	3
Total	15.75

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS	FY20 2019-2020
AUTHORIZED POSITIONS	
	2019-2020
Chief of Police	1
Deputy Police Chief	1
Major	3
Planning Administrative Service Mgr.	1
Captain	3
Sergeant	14
Officer/Detective	96
Community Services Officer	3
Crime Scene Investigator	2
Sr Crime Analyst	1
Crime Analyst	1
Executive Assistant	1
Administrative Specialist II	2
Purchasing Specialist	1
Police Records Manager	1
System Support Specialist	2
Records Specialist	5
Fleet Manager	1
Accreditation Manager	1
Civilian Investigative Spec	1
Digital Evidence Tech	1
Evidence/Property Technician	1
Total	143
Business Tax Specialist	1
Administrative Specialist I	1
Director, Business Development	0
Total	2
Code Compliance Supervisor	1
Code Compliance Officer	6
Administrative Specialist III	1
Total	8

TOWN OF JUPITER BUDGET INFORMATION - STAFFING

AUTHORIZED POSITIONS	FY20 2019-2020
AUTHORIZED POSITIONS	
2019-2020	
Director of Engineering and Public Works	1
Town Engineer	1
Engineer	2
Engineering Inspector	3
GIS/CAD Technician	1
Traffic Engineer	1
Administrative Specialist III	1
Administrative Specialist II	1
Total	11
Utility Services Manager	0.5
Fleet Operations Supervisor	1
Auto Tech I	1
Auto Tech II	2
Special Projects Coordinator	1
Master Electrician	1
HVAC Technician	1
Landscape Coordinator	1
Service Worker Supervisor	1
Service Worker	4
Service Worker Tech	3
Service Worker Sr	6
Administrative Specialist II	2
Journeyman Electrician	1
Total	25.5
Superintendent of Parks & Facilities	1
Service Worker Supervisor	2
Service Worker	7
Service Worker Tech	3
Service Worker Sr	5
Total	18
Total Public Works & Parks	43.5

**TOWN OF JUPITER
BUDGET INFORMATION - STAFFING**

AUTHORIZED POSITIONS	FY20 2019-2020
Director, Recreation	1
Recreation Coordinator	7
Recreation Supervisor	2
Service Worker I	0
Service Worker II	0
Service Worker Sr	1
Service Worker	1
Recreation Assistant (FY18 5)	1.625
Recreation Specialist	6
Total	19.625
 Camp Counselor	 63
 Grand Total Gen Fund <i>(excluding Camp Counselors & On Call)</i>	 284.625
 Grand Total All Funds <i>(excluding Camp Counselors & On Call)</i>	 385.125

**TOWN OF JUPITER
WATER SYSTEM
SUMMARY OF OPERATING BUDGET
FISCAL YEAR 2020**

	Proposed FY 2020
REVENUES	
Charges for services	\$ 25,007,979
Interest	562,808
Miscellaneous	383,600
Designated from retained earnings	143,261
	\$ 26,097,648
TOTAL REVENUES	
	\$ 26,097,648
EXPENSES	
Administration	\$ 3,229,860
Plant	9,159,263
Field	2,590,015
Cost Allocation - General Fund	1,191,126
Depreciation	6,764,000
Debt service	2,663,384
Contingency	500,000
Designated to retained earnings	-
	\$ 26,097,648
TOTAL EXPENSES	
	\$ 26,097,648
FUNDS AVAILABLE FOR R&R (excluding retained earnings)	
Revenue	\$ 25,954,387
Less: Total expenses	(26,097,648)
Plus: Depreciation	6,764,000
	\$ 6,620,739
AVAILABLE FOR R&R	
	\$ 6,620,739
(R&R target is \$6.6M in FY2020)	
Notes:	
Capitalized Salaries	\$ 244,900

**TOWN OF JUPITER
BUDGET INFORMATION - REVENUES
FISCAL YEAR 2020**

FUND: Water System Fund

DEPT: Revenue

A/C No.	Description	Proposed FY 2020
34	CHARGES FOR SERVICE	
343300	CFS-Water Revenue	24,112,829
343305	CFS-Guaranteed	256,660
343306	CFS-AGRF	286,509
343307	CFS-Hydrant	52,318
343308	CFS-Concentrate/Raw IQ	213,600
343315	CFS-Juno Tax Billing Fees	3,617
343401	CFS-Garbage Billing Fees	50,748
349002	CFS-Plan Review Fees	25,275
349003	CFS-Recording Fees	6,423
	Subtotal	25,007,979
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker Invest	77,804
361102	Interest-SBA	133,226
361110	Interest-FLCLASS	67,130
361115	Interest-Penalty Interest	4,281
361116	Interest-Voluntary Cap Surch	109,839
361121	Interest-TD Bank CD	17,135
361122	Interest-SunTrust Bank	20
361123	Interest-TD Bank Checking	22,273
361141	Interest-SW R&R Fund	131,100
369900	Other Miscellaneous Rev	376,000
369930	Oth Rev-Refund Prior Yr Exp	5,000
369945	Oth Rev-Vehicle Fuel Reim	2,600
	Subtotal	946,408
38	NON-REVENUES	
380000	Designated fr Fund Balance	143,261
	Subtotal	143,261
	TOTAL	26,097,648

TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020

FUND: 400 / Water System Fund

DEPT: Fund Summary Total

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	153,103
512000	Regular Salaries	3,605,759
512001	Salary Adjust Funds	247,248
514000	Overtime	205,014
514030	Holiday Additional Comp	31,776
	Subtotal	4,242,900
521000	FICA Taxes	303,933
522001	FRS	403,250
523000	Life & Health Insurance	988,713
524000	Workers Comp Insurance	75,347
526000	OPEB	14,500
	Subtotal	1,785,743
531000	Professional Services	685,350
531003	Town Attorney	21,000
534000	Other Contractual Service	366,070
540000	Travel & Per Diem	40,981
540001	Car Allowance	6,000
541000	Communication Services	38,865
542000	Postage & Freight	135,000
543000	Utility Services	2,302,984
544000	Rentals & Leases	71,667
545000	Insurance	510,000
546000	Repairs & Maintenance	1,613,970
546001	Vehicle R&M	58,725
546002	Wells R&M	187,500
546003	Grounds R&M	99,000
546004	Building Janitorial	63,580
547000	Printing & Binding	6,600
548000	Promotional Activities	22,100
549000	Other Current Charges	55,900
549005	Credit Card Process Fee	120,000
549010	Recording Fees	12,500
549013	Refund Prior Year Fees	7,500
549014	Doubtful Accounts	22,000
549015	Customer Deposit Interest	24,000
551000	Office Supplies	12,000
552000	Operating Supplies	351,647
552001	Uniforms	21,205
552002	Gas Oil & Lube	113,095
552003	Traffic Control Devices	3,000
552005	RO Chemicals	373,608
552006	RO Chemicals 2020 Proposed Operating Budget	459,631

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020**

FUND: 400 / Water System Fund

DEPT: Fund Summary Total

A/C No.	Description	Proposed FY 2020
552007	RO Odor Control	258,393
552008	Nano Filtration Chemicals	376,243
552009	Nano Odor Control	206,584
552010	Nano Concentrate Treatm	10,480
552013	Lab Chemicals	56,900
554000	Books Dues Pubs Etc	65,217
	Subtotal	8,779,295
559000	Depreciation	6,764,000
564000	Machinery & Equipment	164,700
562000	Building Improvements	6,500
	Subtotal	6,935,200
571000	Principal	2,167,000
572000	Interest	455,362
573000	Other Debt Service Costs	3,000
573001	Amortization	38,022
	Subtotal	2,663,384
599099	Cost Allocation Gen Fund	1,191,126
	Subtotal	1,191,126
599001	Contingency	500,000
	Subtotal	500,000
	TOTAL	26,097,648

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020**

FUND: 400 / Water System Fund

DEPT: 40050033 / Admin

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	153,103
512000	Regular Salaries	800,060
512001	Salary Adjust Funds	247,248
514000	Overtime	6,500
	Subtotal	1,206,911
521000	FICA Taxes	87,589
522001	FRS	132,660
523000	Life & Health Insurance	213,310
524000	Workers Comp Insurance	3,594
526000	OPEB	14,500
	Subtotal	451,653
531000	Professional Services	165,100
531003	Town Attorney	21,000
534000	Other Contractual Service	109,525
540000	Travel & Per Diem	23,581
540001	Car Allowance	6,000
541000	Communication Services	9,920
542000	Postage & Freight	135,000
544000	Rentals & Leases	55,167
545000	Insurance	510,000
546000	Repairs & Maintenance	200,063
546001	Vehicle R&M	4,725
547000	Printing & Binding	6,100
548000	Promotional Activities	16,600
549000	Other Current Charges	8,400
549005	Credit Card Process Fee	120,000
549010	Recording Fees	12,500
549013	Refund Prior Year Fees	7,500
549014	Doubtful Accounts	22,000
549015	Customer Deposit Interest	24,000
551000	Office Supplies	5,500
552000	Operating Supplies	69,519
552001	Uniforms	465
552002	Gas Oil & Lube	3,770
554000	Books Dues Pubs Etc	29,161
	Subtotal	1,565,596
564000	Machinery & Equipment	5,700
	Subtotal	5,700
	TOTAL	3,229,860

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020**

FUND: 400 / Water System Fund

DEPT: 40050133 / Plant

A/C No.	Description	Proposed FY 2020
512000	Regular Salaries	1,916,322
514000	Overtime	88,514
514030	Holiday Additional Comp	31,776
	Subtotal	2,036,612
521000	FICA Taxes	145,911
522001	FRS	185,933
523000	Life & Health Insurance	466,424
524000	Workers Comp Insurance	48,395
	Subtotal	846,663
531000	Professional Services	469,500
534000	Other Contractual Service	44,820
540000	Travel & Per Diem	13,900
541000	Communication Services	12,100
543000	Utility Services	2,286,940
544000	Rentals & Leases	9,000
546000	Repairs & Maintenance	984,830
546001	Vehicle R&M	33,500
546002	Wells R&M	187,500
546003	Grounds R&M	99,000
547000	Printing & Binding	500
548000	Promotional Activities	5,500
549000	Other Current Charges	25,500
551000	Office Supplies	5,000
552000	Operating Supplies	211,854
552001	Uniforms	13,060
552002	Gas Oil & Lube	54,475
552005	RO Chemicals	373,608
552006	RO Concentrate Treatmnt	459,631
552007	RO Odor Control	258,393
552008	Nano Filtration Chemicals	376,243
552009	Nano Odor Control	206,584
552010	Nano Concentrate Treatm	10,480
552013	Lab Chemicals	56,900
554000	Books Dues Pubs Etc	30,170
	Subtotal	6,228,988
564000	Machinry, Eqpmt, Softwr	47,000
	Subtotal	47,000
	TOTAL	9,159,263

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020**

FUND: 400 / Water System Fund

DEPT: 40050233 / Water Field

A/C No.	Description	Proposed FY 2020
512000	Regular Salaries	889,377
514000	Overtime	110,000
	Subtotal	999,377
521000	FICA Taxes	70,433
522001	FRS	84,657
523000	Life & Health Insurance	308,979
524000	Workers Comp Insurance	23,358
	Subtotal	487,427
531000	Professional Services	50,750
534000	Other Contractual Service	211,725
540000	Travel & Per Diem	3,500
541000	Communication Services	16,845
543000	Utility Services	16,044
544000	Rentals & Leases	7,500
546000	Repairs & Maintenance	429,077
546001	Vehicle R&M	20,500
546004	Building Janitorial	63,580
549000	Other Current Charges	22,000
551000	Office Supplies	1,500
552000	Operating Supplies	70,274
552001	Uniforms	7,680
552002	Gas Oil & Lube	54,850
552003	Traffic Control Devices	3,000
554000	Books Dues Pubs Etc	5,886
	Subtotal	984,711
564000	Machinery & Equipment	112,000
562000	Building Improvements	6,500
	Subtotal	118,500
	TOTAL	2,590,015

**TOWN OF JUPITER
BUDGET INFORMATION - STAFFING**

AUTHORIZED POSITIONS **2019-2020**

Administration

Director, Utilities	1
Assistant Director, Utilities	1
Customer Service/Billing Manager	1
Financial Operations Manager	1
Utilities Engineer	1
GIS Manager	0
GIS Specialist	0
Special Projects Coordinator	1
Billing Analyst	1
Utility Engineer Technician	1
Accountant I/Assistant	1
Senior Engineer	0.5
Customer Service Coordinator	1
Customer Service Rep.	4
Customer Service Rep., Sr.	2
Total	16.5

Plant

Utilities Facilities Manager	1
Utilities Maint. Supervisor	1
Utilities Electrician Senior	1
Utilities Electrician	1
Utilities Systems Tech. Apprentice	0
Water Plant Operator	14
"A" Water Plant Oper. (Micro Lab)	1
Laboratory Manager	1
Process Controls Technician	3
Laboratory Technician	1
Administrative Specialist II	1
Assistant Facilities Manager	1
Scada Systems Senior	1
Scada Systems Analyst	2
Chief Water Plant Operator	1
Total	30

Field

Utility Field Representative	4
Utility Worker Coordinator	2
Utility Worker II	6
Utility Worker I	3
Utility Services Manager	1
Senior Engineer	0
Administrative Specialist II	1
Total	17

Total Water Utility 63.5

**TOWN OF JUPITER
STORMWATER UTILITY
SUMMARY OF OPERATING BUDGET
FISCAL YEAR 2020**

	Proposed FY 2020
REVENUES	
Charges for services	\$ 3,265,082
Interest & miscellaneous	22,289
Designated from retained earnings	231,667
TOTAL REVENUES	\$ 3,519,038
 EXPENSES	
Administration	\$ 645,523
Field	1,272,467
Cost Allocation - General Fund	179,425
Depreciation	867,000
Debt service	454,623
Contingency	100,000
Designated to retained earnings	-
TOTAL EXPENSES	\$ 3,519,038
 FUNDS AVAILABLE FOR R&R (excluding retained earnings)	
Revenue	\$ 3,287,371
Less: Expenses	(3,519,038)
Plus: Depreciation	867,000
AVAILABLE FOR R&R	\$ 635,333
(R&R target is \$637k in FY2020)	
 Notes:	
Capitalized Salaries	\$ 7,200

**TOWN OF JUPITER
BUDGET INFORMATION - REVENUES
FISCAL YEAR 2020**

FUND: 410 / Stormwater Fund

DEPT: Revenue

A/C No.	Description	Proposed FY 2020
34	CHARGES FOR SERVICE	
343900	CFS-Stormwater Utility Ch	3,234,431
343901	CFS-Rentals/Land Leases	21,151
349002	CFS-Plan Review Fees	9,500
	Subtotal	3,265,082
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker	12,365
361102	Interest-SBA	9,274
369945	Oth Rev-Vehicle Fuel Reim	650
	Subtotal	22,289
38	NON-REVENUES	
380000	Designated fr Fund Balance	231,667
	Subtotal	231,667
	TOTAL	3,519,038

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020**

FUND: 410 / Stormwater Fund

DEPT: Fund Summary

A/C No.	Description	Proposed FY 2020
512000	Regular Salaries	528,705
512001	Salary Adjust Funds	32,839
514000	Overtime	9,000
	Subtotal	570,544
521000	FICA Taxes	38,780
522001	FRS	49,182
523000	Life & Health Insurance	150,836
524000	Workers Comp Insurance	7,653
526000	OPEB	3,130
	Subtotal	249,581
531000	Professional Services	163,752
531003	Town Attorney	2,000
534000	Other Contractual Service	93,200
540000	Travel & Per Diem	5,000
541000	Communication Services	6,800
542000	Postage & Freight	15,000
543000	Utility Services	30,000
544000	Rentals & Leases	7,411
545000	Insurance	32,200
546000	Repairs & Maintenance	385,948
546001	Vehicle R&M	10,300
546003	Grounds R&M	90,944
547000	Printing & Binding	500
548000	Promotional Activities	11,000
549000	Other Current Charges	5,900
549005	Credit Card Processing	14,000
549014	Doubtful Accounts	3,100
551000	Office Supplies	500
552000	Operating Supplies	42,223
552001	Uniforms	2,950
552002	Gas Oil & Lube	14,419
552003	Traffic Control Devices	5,000
554000	Books Dues Pubs Etc	7,218
	Subtotal	949,365
559000	Depreciation	867,000
564000	Machinery & Equipment	148,500
	Subtotal	1,015,500
571000	Principal	322,523
572000	Interest	131,100
573000	Other Debt Service Costs	1,000
	Subtotal	454,623
599099	Cost Allocation Gen Fund	179,425
	Subtotal	179,425
599001	Contingency	100,000
	Subtotal	100,000
	TOTAL	3,519,038

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020**

FUND: 410 / Stormwater Fund

DEPT: 41050038 / Stormwater / Admin

A/C No.	Description	Proposed FY 2020
512000	Regular Salaries	208,185
512001	Salary Adjust Funds	32,839
514000	Overtime	4,000
	Subtotal	245,024
521000	FICA Taxes	15,901
522001	FRS	21,607
523000	Life & Health Insurance	42,952
524000	Workers Comp Insurance	165
526000	OPEB	3,130
	Subtotal	83,755
531000	Professional Services	161,401
531003	Town Attorney	2,000
534000	Other Contractual Service	33,200
540000	Travel & Per Diem	2,000
541000	Communication Services	1,800
542000	Postage & Freight	15,000
544000	Rentals & Leases	5,411
545000	Insurance	32,200
546000	Repairs & Maintenance	15,194
546001	Vehicle R&M	300
547000	Printing & Binding	500
548000	Promotional Activities	11,000
549000	Other Current Charges	5,700
549005	Credit Card Processing	14,000
549014	Doubtful Accounts	3,100
551000	Office Supplies	500
552000	Operating Supplies	9,286
552001	Uniforms	250
552002	Gas Oil & Lube	625
554000	Books Dues Pubs Etc	2,777
	Subtotal	316,244
564000	Machinery & Equipment	500
	Subtotal	500
	TOTAL	645,523

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENSES
FISCAL YEAR 2020**

FUND: 410 / Stormwater Fund

DEPT: 41050238/Stormwater / Field

A/C No.	Description	Proposed FY 2020
512000	Regular Salaries	320,520
514000	Overtime	5,000
	Subtotal	325,520
521000	FICA Taxes	22,879
522001	FRS	27,575
523000	Life & Health Insurance	107,884
524000	Workers Comp Insurance	7,488
	Subtotal	165,826
531000	Professional Services	2,351
534000	Other Contractual Service	60,000
540000	Travel & Per Diem	3,000
541000	Communication Services	5,000
543000	Utility Services	30,000
544000	Rentals & Leases	2,000
546000	Repairs & Maintenance	370,754
546001	Vehicle R&M	10,000
546003	Grounds R&M	90,944
549000	Other Current Charges	200
552000	Operating Supplies	32,937
552001	Uniforms	2,700
552002	Gas Oil & Lube	13,794
552003	Traffic Control Devices	5,000
554000	Books Dues Pubs Etc	4,441
	Subtotal	633,121
564000	Machinery & Equipment	148,000
	Subtotal	148,000
	TOTAL	1,272,467

**TOWN OF JUPITER
BUDGET INFORMATION - STAFFING**

STORMWATER

AUTHORIZED POSITIONS

2019-2020

Field

Utility Worker Supervisor	1
Utility Worker Coordinator	1
Utility Worker II	3
Utility Worker I	0
Total	5

Administration

Utility Services Manager	0.5
Senior Engineer	0.5
Customer Service Rep, Sr	1
Customer Service Rep.	1
Administrative Specialist I	1
Total	4

9.0

**TOWN OF JUPITER
BUILDING ENTERPRISE FUND
SUMMARY OF DRAFT BUDGET
FISCAL YEAR 2019 - 2020**

REVENUES:	Proposed 2019 - 2020
Building permits	4,012,000
Charges for services	-
Interest on investments	215,000
Misc. Revenue	1,000
Designated from retained earnings	112,214
TOTAL REVENUES	4,340,214
EXPENSES:	
Protective inspections	3,756,025
Cost Allocation - General Fund	506,189
Depreciation	78,000
TOTAL EXPENSES	4,340,214

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**TOWN OF JUPITER
BUDGET INFORMATION - REVENUES
FISCAL YEAR 2019 - 2020**

FUND: 450 / Building Enterprise
Dept./Div: Revenues

A/C No.	Description	Proposed FY 2020
32	LICENSES & PERMITS	
322000	Building Permits	4,000,000
322991	Bldg Permits-DCA	6,000
322992	Bldg Permits-DBPR	6,000
329990	Oth Fee-Inspections MSFH	-
	Subtotal	4,012,000
34	CHARGES FOR SERVICE	
341903	CFS-Maps and Publications	-
341904	CFS-Record Search/Copying	-
349006	CFS-Inspection Services	-
	Subtotal	-
36	MISCELLANEOUS	
361101	Interest-Cash w/Broker Invest	70,000
361102	Interest-SBA	140,000
361109	Interest-Pooled Cash Investmnt	-
361110	Interest-FLCLASS	5,000
361300	Interest-Net Ch Fair Value Inv	-
361400	Interest-Gain/Loss Sale Invest	-
364000	Disposition of Fixed Assets	-
369340	Oth Rev-Insurance Reimburse	-
369900	Other Miscellaneous Revenue	500
369930	Oth Rev-Refund Prior Yr Exp	-
369941	Oth Rev-Worker Comp Reimburse	-
369945	Oth Rev-Vehicle Fuel Reimburse	500
	Subtotal	216,000
38	NON-REVENUES	
380000	Designated from reserved / retained earnings	112,214
	Subtotal	112,214
	TOTAL	\$4,340,214

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND: 450 / Building Enterprise
Dept./Div: Building

A/C No.	Description	Proposed FY 2020
511000	Executive Salaries	142,207
512000	Regular Salaries	1,547,639
512001	Salaries-Salary Adjust Funds	103,199
514000	Overtime	9,500
514020	Comp Time Paid	2,100
	Subtotal	1,804,645
521000	FICA Taxes	119,452
522001	FRS	181,516
523000	Life & Health Insurance	474,261
524000	Workers Comp Insurance	9,863
	Subtotal	785,092
531000	Professional Services	69,500
531003	Town Attorney	3,000
534000	Other Contractual Service	737,870
540000	Travel & Per Diem	12,328
541000	Communication Services	13,560
544000	Rentals & Leases	6,588
545000	Insurance	14,169
546000	Repairs & Maintenance	74,899
546001	Vehicle R&M	8,550
547000	Printing & Binding	500
548000	Promotional Activities	500
549000	Other Current Charges	570
549005	Credit Card Process Fee	58,000
551000	Office Supplies	4,000
552000	Operating Supplies	74,613
552001	Uniforms	3,720
552002	Gas Oil & Lube	15,000
554000	Books Dues Pubs Etc	26,121
	Subtotal	1,123,488
559000	Depreciation	78,000
564000	Machinery & Equipment	42,800
	Subtotal	120,800
599099	Cost Allocation Gen Fund	506,189
	Subtotal	506,189
	TOTAL	4,340,214

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 450 / Building Enterprise
Dept/Div. Building Administration

AC/No.	Description	Proposed FY 2020
511000	Executive Salaries	142,207
512000	Regular Salaries	404,476
512001	Salaries-Salary Adjust Funds	103,199
514000	Overtime	2,500
514020	Comp Time Paid	500
	Subtotal	652,882
521000	FICA Taxes	38,346
522001	FRS	75,721
523000	Life & Health Insurance	144,604
524000	Workers Comp Insurance	4,318
	Subtotal	262,989
531000	Professional Services	69,500
531003	Town Attorney	3,000
534000	Other Contractual Service	2,500
540000	Travel & Per Diem	3,350
544000	Rentals & Leases	6,588
545000	Insurance	14,169
546000	Repairs & Maintenance	68,475
547000	Printing & Binding	500
549000	Other Current Charges	570
549005	Credit Card Process Fee	58,000
551000	Office Supplies	4,000
552000	Operating Supplies	68,213
552001	Uniforms	280
554000	Books Dues Pubs Etc	11,356
	Subtotal	310,501
559000	Depreciation	78,000
	Subtotal	78,000
564000	Machinery & Equipment	42,800
	Subtotal	42,800
599099	Cost Allocation Gen Fund	506,189
	Subtotal	506,189
	TOTAL	1,853,361

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 450 / Building Enterprise
Dept/Div. Building Inspections 45040124

AC/No.	Description	Proposed FY 2020
512000	Regular Salaries	324,463
514000	Overtime	2,500
514020	Comp Time Paid	500
	Subtotal	327,463
521000	FICA Taxes	23,319
522001	FRS	27,739
523000	Life & Health Insurance	82,405
524000	Workers Comp Insurance	4,346
	Subtotal	137,809
534000	Other Contractual Service	583,000
540000	Travel & Per Diem	4,330
541000	Communication Services	13,560
546000	Repairs & Maintenance	3,750
546001	Vehicle R&M	8,550
552000	Operating Supplies	4,400
552001	Uniforms	2,840
552002	Gas Oil & Lube	15,000
554000	Books Dues Pubs Etc	4,110
	Subtotal	639,540
	TOTAL	1,104,812

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 450 / Building Enterprise
Dept/Div. Building Permitting 45040224

AC/No.	Description	Proposed FY 2020
512000	Regular Salaries	514,503
514000	Overtime	3,500
514020	Comp Time Paid	600
	Subtotal	518,603
521000	FICA Taxes	35,904
522001	FRS	47,245
523000	Life & Health Insurance	176,356
524000	Workers Comp Insurance	746
	Subtotal	260,251
534000	Other Contractual Service	47,250
540000	Travel & Per Diem	1,000
546000	Repairs & Maintenance	2,674
548000	Promotional Activities	500
552000	Operating Supplies	1,000
552001	Uniforms	320
554000	Books Dues Pubs Etc	2,400
	Subtotal	55,144
	TOTAL	833,998

**TOWN OF JUPITER
BUDGET INFORMATION - EXPENDITURES
FISCAL YEAR 2019 - 2020**

FUND 450 / Building Enterprise
Dept/Div. Building Plan Review

AC/No.	Description	Proposed FY 2020
512000	Regular Salaries	304,197
514000	Overtime	1,000
514020	Comp Time Paid	500
	Subtotal	305,697
521000	FICA Taxes	21,883
522001	FRS	30,811
523000	Life & Health Insurance	70,896
524000	Workers Comp Insurance	453
	Subtotal	124,043
534000	Other Contractual Service	105,120
540000	Travel & Per Diem	3,648
552000	Operating Supplies	1,000
552001	Uniforms	280
554000	Books Dues Pubs Etc	8,255
	Subtotal	118,303
	TOTAL	548,043

**TOWN OF JUPITER
BUDGET INFORMATION - STAFFING**

AUTHORIZED POSITIONS

Building	2019-2020
Director, Building Department	1
Deputy Building Official	1
Chief Plans Examiner	1
Plans Examiner	3
Construction Svc Coor	1
Chief Building Inspector	1
Building Inspector	5
Building Support Supervisor	1
Building Support Coordinator	1
Building Support Specialist I	4
Building Support Specialist II	7
Administrative Specialist III	1
Administrative Specialist I	1
Total	28

**TOWN OF JUPITER
GENERAL OBLIGATION DEBT SERVICE FUND
SUMMARY OF PROPOSED BUDGET
FISCAL YEAR 2019 - 2020**

Community Center Ad valorem Taxes (0.0843 mills)	\$912,675
Open Space Ad valorem Taxes (0.1135 mills)	1,228,950
	<hr/>
TOTAL REVENUES	\$2,141,625
	<hr/>
Debt Service	\$2,141,625

**TOWN OF JUPITER
SALES TAX REVENUE BONDS DEBT SERVICE FUND
SUMMARY OF PROPOSED BUDGET
FISCAL YEAR 2019 - 2020**

Half Cent Sales Tax	\$4,900,000
Miscellaneous Revenue	<u>7,000</u>
TOTAL REVENUES	<u>\$4,907,000</u>
Debt Service	\$1,000,465
Transfer to General Fund	3,800,000
Contingency	<u>106,535</u>
TOTAL EXPENDITURES	<u>\$4,907,000</u>

**TOWN OF JUPITER
INSURANCE FUND
FISCAL YEAR 2019 - 2020**

**Proposed
Budget
2019-20**

OPERATING REVENUES

GENERAL FUND - EMPLOYER CONTRIBUTIONS	4,765,142
GENERAL FUND - EMPLOYEE CONTRIBUTIONS	1,094,390
CRA FUND - EMPLOYER CONTRIBUTIONS	-
CRA FUND - EMPLOYEE CONTRIBUTIONS	-
WATER FUND - EMPLOYER CONTRIBUTIONS	988,713
WATER FUND - EMPLOYEE CONTRIBUTIONS	222,007
STORMWATER FUND - EMPLOYER CONTRIBUTIONS	150,836
STORMWATER FUND - EMPLOYEE CONTRIBUTIONS	34,239
BUILDING FUND - EMPLOYER CONTRIBUTIONS	474,261
BUILDING FUND - EMPLOYEE CONTRIBUTIONS	106,626
RETIREE CONTRIBUTIONS	169,037

TOTAL REVENUE

8,005,251

EXPENDITURES

CONTRACTUAL SERVICES	337,623
DENTAL INSURANCE	272,056
VISION INSURANCE	31,390
STOP LOSS PREMIUMS	720,436
HEALTH INSURANCE CLAIMS	4,728,803
OPT OUT	81,000
H.S.A. CONTRIBUTIONS	813,000
LIFE, AD&D, LTD, EAP	197,738
RESERVE EQUITY	823,205

TOTAL EXPENDITURES

8,005,251

Town of Jupiter Pay Ranges Effective October 1, 2019

	<u>Starting Salary</u>	<u>Midpoint</u>	<u>Ending Salary</u>
Pay Grade 6	\$23,909.00	\$29,887.00	\$35,864.00
Pay Grade 7	\$26,301.00	\$32,876.00	\$39,452.00
Pay Grade 8	\$28,405.00	\$35,506.00	\$42,608.00
Pay Grade 9	\$30,677.00	\$38,346.00	\$46,016.00
Pay Grade 10	\$32,824.00	\$41,030.00	\$49,236.00
Pay Grade 11	\$35,122.00	\$43,902.00	\$52,683.00
Pay Grade 12	\$37,229.00	\$46,536.00	\$55,844.00
Pay Grade 13	\$39,462.00	\$49,328.00	\$59,193.00
Pay Grade 14	\$41,830.00	\$52,288.00	\$62,745.00
Pay Grade 15	\$43,922.00	\$54,902.00	\$65,883.00
Pay Grade 16	\$46,118.00	\$57,647.00	\$69,177.00
Pay Grade 17	\$48,423.00	\$60,529.00	\$72,635.00
Pay Grade 18	\$50,844.00	\$63,555.00	\$76,266.00
Pay Grade 19	\$52,878.00	\$66,097.00	\$79,317.00
Pay Grade 20	\$54,993.00	\$68,741.00	\$82,490.00
Pay Grade 21	\$57,193.00	\$71,491.00	\$85,790.00
Pay Grade 22	\$59,194.00	\$73,993.00	\$88,791.00
Pay Grade 23	\$61,266.00	\$76,583.00	\$91,899.00
Pay Grade 24	\$63,410.00	\$79,263.00	\$95,115.00
Pay Grade 25	\$65,630.00	\$82,037.00	\$98,445.00
Pay Grade 26	\$67,926.00	\$84,908.00	\$101,889.00
Pay Grade 27	\$70,304.00	\$87,880.00	\$105,456.00
Pay Grade 28	\$72,765.00	\$90,956.00	\$109,148.00
Pay Grade 29	\$75,311.00	\$94,139.00	\$112,967.00
Pay Grade 30	\$77,947.00	\$97,434.00	\$116,921.00
Pay Grade 31	\$80,675.00	\$100,844.00	\$121,013.00
Pay Grade 32	\$83,499.00	\$104,374.00	\$125,249.00
Pay Grade 33	\$85,586.00	\$106,983.00	\$128,379.00
Pay Grade 34	\$87,726.00	\$109,658.00	\$131,589.00
Pay Grade 35	\$89,919.00	\$112,399.00	\$134,879.00
Pay Grade 36	\$92,167.00	\$115,209.00	\$138,251.00
Pay Grade 37	\$94,471.00	\$118,089.00	\$141,707.00
Pay Grade 38	\$96,833.00	\$121,041.00	\$145,250.00
Pay Grade 39	\$99,254.00	\$124,067.00	\$148,881.00
Pay Grade 40	\$101,735.00	\$127,169.00	\$152,603.00
Pay Grade 41	\$104,278.00	\$130,348.00	\$156,417.00
Pay Grade 42	\$106,886.00	\$133,607.00	\$160,329.00
Pay Grade 43	\$109,558.00	\$136,947.00	\$164,337.00
Pay Grade 44	\$112,297.00	\$140,371.00	\$168,446.00
Pay Grade 45	\$115,104.00	\$143,880.00	\$172,656.00

Contractual Employees as of June 18, 2019

	<u>Starting Salary</u>	<u>Midpoint</u>	<u>Ending Salary</u>
Police Officer	\$56,383.80	\$71,832.75	\$87,281.70
Police Sergeant	\$79,684.00	\$95,357.35	\$111,030.70

Camp Counselors as of February 9, 2017

	<u>Starting Salary</u>	<u>Midpoint</u>	<u>Ending Salary</u>
Youth Camp Counselor	\$10.50	\$11.50	\$12.50
Alternate Lead Counselor	\$11.50	\$12.50	\$13.50
Lead Counselor	\$12.00	\$13.00	\$14.00
Site Supervisor	\$12.50	\$13.50	\$14.50
Camp Coordinator	\$13.00	\$14.00	\$15.00