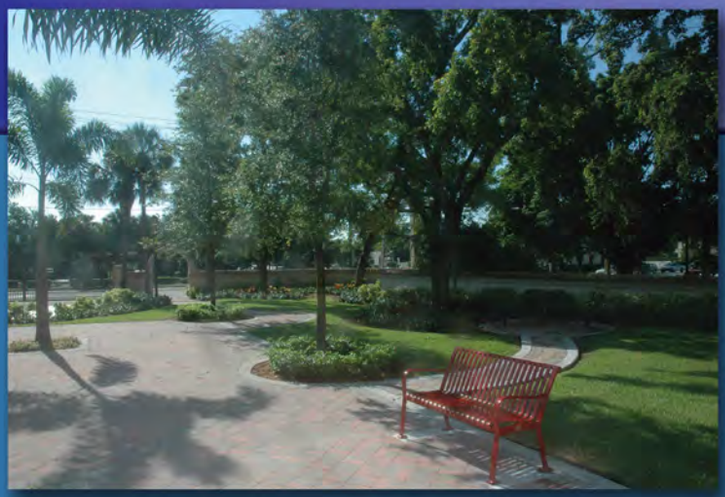
City of Boca Raton, Florida

Approved Budget
FY 2007-08



BUDGET COVER:

City of Boca Raton

Mizner Park Shops/Restaurants
Mizner Park Gazebo
City Hall Plaza
Sanborn Square Fountain

PHOTO CREDITS: ***John Wallace, Video Producer/Multi-Media Specialist***

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CITY OF BOCA RATON

FY 2007-08
APPROVED BUDGET

Steven L. Abrams
Mayor

Susan Whelchel
Deputy Mayor

M. J. Mike Arts
Council Member

Peter Baronoff
Council Member

Bill Hager
Council Member

Leif J. Ahnell
City Manager

Prepared by the Office of Management & Budget

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Boca Raton

Florida

For the Fiscal Year Beginning

October 1, 2006

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Boca Raton, Florida for its annual budget for the fiscal year beginning October 1, 2006.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This is the 25th consecutive year that the City has received this prestigious award.

APPROVED BUDGET

TABLE OF CONTENTS

	Page
Overview: How to Use the Budget Document	5
TRANSMITTAL LETTER	
City Manager's Budget Message	7
Mission/Vision/Values Statements	11
Goals 2012 and Action Agenda	12
Overview: Explanation of Differences	13
Overview: Schedule of Positions	15
Overview: Statement of Fund Balances	21
Overview: Change in Assessed Valuation	24
INTRODUCTION	
General Information	25
City of Boca Raton Organizational Structure	28
Interrelationship of Resources	29
Fund Descriptions	31
Planning Process	33
Administrative Policies	35
Budget Process	39
REVENUE INFORMATION	
Methodology of Revenue Forecasting	46
BUDGET SUMMARIES	
Sources of Funds - Fiscal Year 2007-08	51
Sources of Funds - City-wide Pie Chart	53
Uses of Funds - City-wide Pie Chart	54
Uses of Funds - Fiscal Year 2007-08	55
General Fund - Revenues and Expenditures Summary	57
General Fund Operating	58
General Fund Expenditures by Category	59
Historical Summary – Revenues	60
Historical Summary – Expenditures	61
Comparison Mills Levied - Last Ten Fiscal Years	62
Schedule of Assessed Valuation & Millage Rates	63
2007 Tax Bill by Taxing Authority - Use	64
PROGRAM BUDGET	
Program Budget - Fiscal Year 2007-08	65
Revenue by Program	66
Program Expenditures by Fund Type	67
Department Expenditures by Program	68
General Government and Public Safety	69
Physical Environment and Recreation Services	70
Highways & Streets and Human Services	71

APPROVED BUDGET

TABLE OF CONTENTS

	Page
STRATEGIC INITIATIVES	72
PERFORMANCE MEASURES	106
GENERAL FUND	
Departmental Budgets:	
City Council	113
City Manager	115
City Attorney	122
Financial Services	124
Development Services	135
Police Services	144
Fire-Rescue Services	154
Municipal Services	163
Recreation Services	177
General Government	188
SPECIAL REVENUE FUNDS	
Development Services	189
Law Enforcement Trust Fund	195
State & Federal Grant Funds	196
Beautification Fund	197
Beach & Park District Fund	201
DEBT SERVICE FUNDS	208
STORMWATER UTILITY FUND	209
WATER & SEWER FUNDS	214
CEMETERY/MAUSOLEUM FUND	222
GOLF COURSE FUNDS	225
INFORMATION TECHNOLOGY FUND	229
MOTOR POOL FUND	232
SELF INSURANCE FUNDS	235
DEBT ADMINISTRATION	236
CAPITAL IMPROVEMENTS PROGRAM	246
BR COMMUNITY REDEVELOPMENT AGENCY	268
INDEX	270
GLOSSARY	275

How to Use the Budget Documents

THE BUDGET DOCUMENTS

The size alone of this budget document is reason enough for the average person to give up before trying to understand it or find its usefulness. The purpose of these next few pages is to quickly teach you what is in a budget, where and how to find the information, how to interpret what you do find, and the best approach to the budget as a whole.

The budget is divided into two volumes. The Approved Budget includes all pertinent information in a summary format that can be easily understood by the public. The Approved Budget Detail is the City staff's working document. It contains the line item budgets for each City Division, along with all revenue and expenditure descriptions.

APPROVED BUDGET

The Approved Budget consists of the following sections: the Overview, found after the Transmittal Letter divider, the Introduction, the Revenue Information, the Budget Summaries, the Program Budget, the Strategic Initiatives, the Performance Measures, the Department Summaries, and the other supporting information.

Overview

The overview consists of the City Manager's transmittal letter. The City Manager's letter is most important in understanding what your City government is going to be doing for the next year and beyond. It will inform you of the current status of the City government: changes in personnel, future issues facing the City, concerns, significant differences expected in revenues and expenditures, the direction the budget is taking and the focus of the budget year. It will give you a feel for the general direction the City Council has urged City staff to take in this new fiscal year. This section also lists the City's Long and Short-Term goals as set by the City Council.

Introduction

The introduction contains general information about the City of Boca Raton, such as population and employment, along with some comparative statistics with the County and State. Here you will find the City-wide organization chart, a description of the funds, a description of the City's planning process, administrative policies, and how the budget process works.

Revenue Information

This section shows the City's revenue and expenditure history and trends.

Long-Range Financial Plan

The City develops a long-range financial plan to assist management in the planning and allocation of resources to achieve the City Council goals of maintaining financially secure city government.

Budget Summaries

The budget summaries section provides charts and graphs that show where the money comes from (source of funds or revenues) and where it goes (use of funds or expenditures), millage and assessed value comparisons and total tax bill.

Program Budget

The program budget section provides a summary of all revenues and expenditures for the City based on overall departmental activity. The program budget is allocated by six program categories including: general government, public safety, physical environment, recreation services, highway and streets, and human services.

Strategic Initiatives

As part of its strategic planning process the City Council establishes annual goals and priorities for the next five years. The strategic initiatives section outlines the City Council's specific policy agenda for FY 2007-08, which are linked to specific programs and activities.

Performance Measures

The City has begun to establish performance measures, which directly link to the City's Strategic Initiatives.

Fund/Department Summaries

After getting a feel for the general set-up of the City government from the Introductory section, turn back to the Table of Contents at the front of The Approved Budget. The Funds are listed in capital letters **boldfaced** type. Departments are listed individually under the General Fund only for ease of location, since all other funds contain only one or two Departmental Summaries. While Departments can cross Funds, all summaries within a given Fund are particular to that Fund only. (For instance, the Recreation Services Department has summaries in General Fund, Special Revenue Funds, Cemetery/Mausoleum Fund and the Golf Course Funds. When you review the Recreation Services Department in the General Fund, it does not contain any portion of the dollars, personnel, etc. in the Golf Course Fund.)

Within each Fund/Department you will find the following:

1. A cover page explaining the mission of the Department, function of the Department, what the Department does on a daily basis, its divisions of responsibilities, total employees, and a summary of expenditures by category within the Department.
2. A Departmental Organization Chart showing the number of full-time employees, chain of command, and any changes for the budget year.
3. A Budget Summary. In General Fund departments, this is a comparison of expenditures and personnel. In Proprietary and Internal Service Funds, revenues, reserves and depreciation figures are also summarized.

4. Prior year achievements which are actually the objectives from the previous year's budget restated with the results, i.e., whether the objectives were achieved; if not achieved, why not?, etc.
5. Goals and Objectives by division within each Department. The objectives to be accomplished in this budget year are formulated based on the direction given by the City Manager during the budget planning process. These objectives will become answerable as next year's achievements. The goal is the basic purpose of the Department and is ongoing. All Departmental goals and objectives are also the City Manager's goals and objectives.
6. Performance Measures, provided on a divisional basis in each Department, evaluate the efficiency and effectiveness of the programs and services offered by the City.

Not all Funds are included with Department Summaries. Funds are actually accounting functions, which are regulated by State standards. Some Funds, such as the Bond Sinking Fund or Transportation Fund, exist solely as an accounting function to account for specifically allotted revenues and expenditures for a designated purpose. These Funds may receive transfers of dollars from other Funds. These Funds, however, do not support any personnel costs or have any goals or objectives outside of their designated purpose and, therefore, do not include Departmental Summary information. Line item revenues and expenditures for all City Funds can be found in The Approved Budget Detail and are discussed later in this section.

DEBT ADMINISTRATION contains information relating to City debt: explanation and detail of how the City manages debt, mandated by policy and by law, along with the City's current financial standing of outstanding debt by type, dollar amount due, and management. Ten-year schedules are included for comparison as well as statements of payments outstanding through the life of the debt by item.

CAPITAL IMPROVEMENTS PROGRAM contains summary information of the City's 6-year Capital Improvements Program (CIP), which is produced as a separate document. Here you will find CIP policies, a list of all projects included in the current operating budget, how they are funded, and the effect they will have on the operating portion of the budget.

BOCA RATON COMMUNITY REDEVELOPMENT AGENCY contains summary information of the City's development in the downtown area.

The INDEX is where various key topics are listed alphabetically for quick reference. If you want to see everything pertaining to the Library, for instance, there are series of page numbers, with the appropriate volume number indicated, following that entry. This will quickly place you at the Library's departmental budget, 6-year CIP, or other pertinent information without having to know the Library's Fund or Department numbers.

The GLOSSARY contains a list of terms that are commonly used in governmental budgeting, but that may not be familiar to the general public. These terms have been defined as they specifically relate to the City of Boca Raton.

THE APPROVED BUDGET DETAIL

The Approved Budget Detail has two basic sections:

Fund, Revenue and Expenditure Descriptions

These sections provide definitions of funds and budgeted line items, many with examples of the type of costs included in that line item. These are especially helpful to our City staff who develop departmental line item budgets. For the layperson, they are in numerical (account number) order so one can easily find, for instance, what constitutes telephone tax or mechanical permit revenue.

Fund/Department/Division Budgets

The rest of The Approved Budget Detail is comprised of individual fund/department/division budgets, which detail dollars received, spent and budgeted by line item. The Funds are listed in boldfaced type on the Table of Contents. Departments are listed under the Fund, with Divisions indented underneath. All Funds contain at least one Department and one Division. Although the Table of Contents in this volume does list all Funds, it does not necessarily list all Department/Divisions. For simplification of the Table of Contents, the beginning of the Fund is listed those Funds with a small number of pages, only the page number for.

Within each Fund, the revenues are identified first. Then Division Budgets are broken down as follows:

1. All Divisions will have a Final Detail Budget Report. This consists of all expenditures, actual and projected, for the Division over a four-year period. The 2008 approved column contains the current fiscal year budget projections.
2. Explanation of Line Items follows the Final Detail Budget Report. This is a more detailed explanation of how the dollars budgeted for each line item will be spent for that particular Division. Any unusual increase or decrease in dollar amount of the line item from the prior year cost will be explained in parentheses. Some line items, such as Social Security, will not have a detailed explanation. The item description itself tells you what it is and, in this instance, the dollar amount is based solely upon wages and other salaries and benefits. If any notable changes are apparent from prior years, they will be explained in the salary line items. The Departments and the Office of Management and Budget use these explanations of line items extensively throughout the year as a reference and monitoring device for appropriate expenditure of budgeted funds. In this way, the Approved Budget Detail is very much a working document for City personnel.

WE SINCERELY HOPE this little "how-to" has helped you to find and use the information you seek. If any point has remained unclear to you, please feel free to phone the Office of Management and Budget at (561) 393-7850 with any questions. If the same questions arise repeatedly, we will incorporate clarifications into next year's budget explanation. The City's budget documents may also be viewed on the City's website:

www.myboca.org

City of Boca Raton

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WWW.CI.BOCA-RATON.FL.US

October 1, 2007

Honorable Mayor and City Council Members
City of Boca Raton, Florida

Dear Mayor and City Council Members:

In accordance with Section 4.04 of the City Charter, I am pleased to submit the approved Operating Budget for the fiscal year beginning October 1, 2007, and ending September 30, 2008, which is a balanced budget as required by Florida Statutes. A balanced budget is defined as revenues and other sources equaling expenditures/expenses and other uses including reserves. The approved budget reflects a fiscally sound plan that provides the City the ability to address community needs, support essential services and to increase emergency reserves. For FY 2007-08, the Citywide combined uses of funds including operations, transfers and fund balance/reserves total $486,588,200. The approved General Fund portion of the budget is $158,999,100. The approved citywide total operating budget is $363,297,400. The approved budget provides for a 7.88% **decrease** in the total ad valorem millage rate.

BUDGET DIRECTION

The goals and priorities established by the City Council, during the April 2007 Goal Setting Sessions, were used as a guide to prioritize funding in the FY 2007-08 budget. The approved budget supports the goals and priorities of the City Council while at the same time maintaining the City's outstanding service levels and AAA bond rating, with expenditures strategically linked to the goals, objectives, core businesses, and existing obligations of the City. The goals and policy agenda priorities include:

GOALS

- Financially Sound City Government
- Top Quality Municipal Services
- Strong Partnership with our Stakeholders

POLICY AGENDA PRIORITIES for FY 2007-08

- **Top Priority**
  - Workforce Housing Policy Direction & Strategy
  - Downtown Vision and Plan
  - FAU Strategy
  - FAU / Boca Raton Community Hospital Project
- **High Priority**
  - LIRP Interim Guidelines
  - FAU / I-95 Interchange
  - Wildflower Property Direction & Actions
  - Retirement / Pension Cost Containment Strategy

Detailed information concerning the Policy Agenda Priorities for FY 2007-08 is located in the Strategic Initiatives Section on pages 71-104. This section also includes action plans and core businesses of the City. Staff will continue to monitor revenue and expenditure trends very carefully. In order to balance the approved budget, it has been necessary to adjust operating expenditures significantly to address ongoing obligations and cost impacts within anticipated revenues. It remains imperative for the City of Boca Raton to continue to look farther ahead than the next fiscal year when making budgetary decisions in order to allocate resources efficiently and effectively and to control the costs of providing services. In addition to the general overall increase in operating costs, the City has several major capital projects nearing completion or anticipated to be completed during the next several years that will have an ongoing impact on the City's future operational costs. These projects include additional library facilities and expanded park operations.

HOW THE BUDGET AFFECTS ITS CITIZENS AND TAXPAYERS

The City strives to meet citizen requests for enhanced services and unfunded state and federal mandates through conservative long-term financial planning. Citizens are directly impacted by property taxes and the rising cost of property insurance and the City has maintained a very low property tax rate for a full-service city. The FY 2007-08 adopted budget includes a property tax rate decrease. In 2007 property values increased 2.95% in the City; 1.95% from reassessments of existing properties and 1.00% from new construction. The FY 2007-08 total millage rate is 3.3057 mills per $1,000, which is $.2829 or 7.88% less than FY 2006-07.

For FY 2007-08 a home with a taxable value of $350,000 in the City of Boca Raton will pay $99.01 or 7.88% less ad valorem taxes to the City than in FY 2006-07. The overall effect on citizens' tax bills will depend mainly upon tax rates set by other governmental agencies and changes in the assessed valuation of each property. Taxes paid for State and Local Schools comprise the largest portion (39.26%) of the property tax bill while City of Boca Raton taxes comprise only 17.64% of any homeowner's total tax bill.

	FY 2006-07		FY 2007-08		CHANGE		
	Millage	Tax	Millage	Tax	Millage	Tax	Percent
Total Millage Rate	3.5886	$1,256.01	3.3057	$1,157.00	(0.2829)	$(99.01)	(7.88%)

The increase in property values in FY 2007-08 is significantly below the City's twenty-year average growth rate of 7.35% and the smallest increase since 1994.

GENERAL FUND

The General Fund operating budget has decreased $419,500 or .58% from the previous year. At the same time many costs of the City's operations has increased from the prior year. In order to offset these increased costs and comply with the State Legislative mandates while maintaining a balanced budget, the City has had to make significant reductions in many areas of operations. The increases and decreases can be primarily attributed to the following areas:

Category of Expense	Increase (Decrease) from Prior Year
Police & Fire Salaries and Benefits	$2,223,000
Police & Fire Overtime	(697,000)
General Employees Salaries and Benefits	1,930,400
Personnel Reductions	(2,892,100)
Payment to Community Redevelopment Agency	(164,400)
Electricity	319,300
Vehicles and Capital Recovery Costs	572,200
Property Insurance	150,200
Other Professional Services	(523,500)
Supplies	(302,200)
Capital Items	(64,100)
Computer Purchases	(318,500)
Special events	(147,000)
Education, training and travel	(94,700)
Non-Profits	(45,700)
Other Operating Expenses	(365,400)
Total Increase (Decrease) in Operating Costs	$(419,500)

Operating expenses, including, salaries and benefits, electricity, information technology systems maintenance and software costs, continue to increase for FY 2007-08. The approved budget includes significant reductions in personnel costs and other categories of operating expenses to provide a balanced budget and a property tax reduction. In order to achieve an overall budget reduction of $419,500, operating expenses were reduced by $4,934,000. All revenues and expenditures were carefully evaluated to identify possible cost reductions to produce an approved operating budget in compliance with the State Legislative mandated millage rate reduction without increasing other fees and charges for services to residents. The approved budget supports existing programs and maintains the City's overall levels of service. During FY 2007-08 the cost of providing sanitation services is projected to be $4,937,500, which is a decrease of $101,500 or 2.01% from the prior year. In order to ensure effective and efficient operations, the City will continue to review several different service delivery options for the provision of sanitation services opportunities during the year, including but not limited to franchising and privatization.

The Approved FY 2007-08 budget also eliminates the borrowing of $30 million, with an annual debt service of $2,595,000, for the acquisition and construction of a pedestrian friendly downtown plaza.

There are several large scale Capital Improvement Projects (CIP) scheduled for FY 2007-08 including: the renourishment of the North and South beaches, the installation of a closed drainage system in the Boca Raton Heights Subdivision, the widening of N.W. 12th Avenue, the rebuilding of Fire Station No. 5, and a new downtown library. Due to the significant increases in construction costs and the State Legislature limits on property tax revenues, the FY 2007–08 approved budget includes a transfer from General Fund reserves of $9,454,500 to complete these projects in a timely manner.

The new State Legislature mandated property tax reform combined with a slowing real estate market will have a significant impact on the City's budget for at least the next several years. Current projections indicate that General Fund revenues will grow at an estimated rate of 4% annually for the next several years while at the same time operating expenses are projected to increase 6% annually. In addition, in January 2008 Florida voters will vote on a constitutional amendment for property taxes which, if approved, could further reduce the City's revenues by an additional 4% or approximately $2,500,000 in FY 2008/09. In the upcoming years, as a result of these issues, the City will likely be faced with some difficult choices between raising fees and taxes and maintaining existing services.

WHAT'S NEW FOR 2008?

Due to the increased operating cost impacts mentioned above and property tax revenue constraints, the City is severely limited in its ability to support planned service expansions, implement new programs, and hire new personnel without increasing taxes or changing existing service levels.

Program Changes

There are no new programs approved for FY 2007-08

The following programs been eliminated for FY 2007-08

- City Hall Annex at Town Center Mall
- Sunset Music Series
- Holiday Boat Parade Funding
- Smart Choices in Schools
- BRET (Boca Raton Educational Television) Funding
- Live from Downtown Concert Series
- Halloween Happenings
- Green Market
- Grants Writing Consultant

The following programs have been scaled back for FY 2007-08

- Fourth of July
- Holiday Parade
- Festival of the Arts BOCA
- PAL (Police Athletic League) Funding
- Tree Lighting
- Allianz Golf Tournament
- Funding for Not-for-Profits

Personnel Changes

The approved budget includes the elimination of 72 full-time positions for FY 2007-08. This includes 48 vacant positions and 24 positions that were filled. The eliminated positions are summarized below:

- City Managers Office –2 Positions
- Police Services – 6 Positions
- Municipal Services – 9 Positions
- Beautification - .5 Position
- Utility Services – 5 Positions
- Development Services – 4 Positions
- Fire-Rescue Services – 2 Positions
- Recreation Services – 31.7 Positions
- Beach & Park District – 10.8 Positions
- Information Technology – 1 Position

In addition, the approved budget includes the elimination of 70 part-time positions for FY 2007-08. This includes 49 vacant positions and 21 positions that were filled.

The approved budget combines the Office of Management and Budget and the Financial Services Department. This reorganization increases operational efficiency, improves internal controls, provides for better overall coordination and projection of revenues and expenditures, and results in cost savings.

FUND BALANCE PROJECTIONS

Consistent with the General Fund Long Range Financial Plan, the planned fund balance provides revenues to be used in the next year's budget. The total fund balance is projected to be $30,443,200, which includes a reserve for emergency preparedness of $5,200,000. The fund balance therefore exceeds 10% of operating expenditures, which is the minimum recommended for coastal communities by Moody's Investors Services. Should any of these funds be used to provide

additional programs or projects within the current year, the Long Range Financial Plan projections will need to be reanalyzed.

OTHER FUNDS

The General Fund is just one component of the City's overall budget. The category of "other funds" also has significant impact upon the citizens of Boca Raton and overall service delivery. These funds include: Water and Sewer Enterprise Fund, Right-of-Way Beautification Fund, Greater Boca Raton Beach and Park District Fund, Cemetery and Mausoleum Fund, and the Golf Course Enterprise Fund. The City manages and allocates resources from these funds in support of its overall vision, mission, goals, and objectives.

Cost of services provided to the Beach and Parks District for FY 2007-08 decreased by $911,200.

The City's Right-of-Way Beautification Fund provides the maintenance for the landscaped medians in the City. Due to continued expansion in the median beautification program, increased costs of existing medians, the Beautification Fund may not be able to continue to support the costs of maintaining and beautifying the medians in the future without support of the City's General Fund. This would have an adverse affect on the City's General Fund.

The Water and Sewer Enterprise Fund and related portions of the budget includes a Consumer Price Index (CPI) increase of 2.73% in rates. The increased cost of electricity and chemicals is having a significant impact on the Water and Sewer Enterprise Funds. For FY 2007-08 the cost increase for these two items alone is estimated to be $1,415,400 or 19%. Since FY 2004-05 these costs have escalated $3,316,200 or 60%. The City commenced a Water and Sewer rate study in FY 2006-07 and will present the recommendations in the Fall of 2007.

ANNEXATION

The approved budget does not include any funds to provide services to the areas that may be annexed to the City. If the City decides to implement any annexations, the budget may need to be amended to provide services to the newly incorporated areas. It is anticipated that reserves will be used to fund these services for the first year, if required. No annexations are currently being studied.

RISKS INVOLVED IN BUDGET PROJECTIONS

The budget document is based upon the most current financial information available. Since none of us can predict the future with certainty, staff must assume that, in presenting this budget, all amounts used can be reasonably relied upon. **In particular, under-performance in the stock markets and its impact on the City's pension plans, potential declines in overall property values and continued increases in fuel costs, among other factors, could have a significant impact on the City's operating revenues and expenses.**

CONCLUSION

This budget incorporates the recommendations and analysis of your professional staff. The recommended programs and staffing support the Goals and Policy Agenda Priorities established by City Council.

I wish to thank the Mayor and City Council for sharing your priorities and ideas for the City during the Goal Setting Session so that they could be reflected in the proposed budget. I extend my appreciation to the Department Heads and their staff for their dedication to the timely and effective completion of the budget, and I especially thank Linda Davidson, and the Office of Management and Budget staff, Sharon McGuire, Ella Moore Poitier, Nancy Asher, and Leslie Harmon for their dedication in the creation and compilation of this document.

Sincerely,

Leif J. Ahnell, C.P.A., C.G.F.O., C.P.F.O.
City Manager

MISSION

The mission of the City of Boca Raton is to provide the highest quality of service to the community through responsible use of public resources to enhance our unique quality of life.

VISION

Boca Raton will be known as the premier community in which to live, work and play. The City of Boca Raton will be recognized as a world class local government by its commitment to performance and leadership.

VALUES

Fairness - We treat everyone with equality and compassion.

Integrity - We demonstrate honesty and the highest level of ethical behavior.

Respect - We value diversity and differing viewpoints.

Service - We are committed to excellence.

Trust - Others believe in us as a result of our actions.

Boca Raton 2012: Our Goals

- Financially Sound City Government
- Top Quality Municipal Services
- Strong Partnership With Our Stakeholders

Policy Action Agenda 2007-08

- Workforce Housing Policy Direction and Strategy
- Downtown Vision and Plan
- FAU Strategy
- FAU/Boca Raton Community Hospital Project
- LIRP Interim Guidelines
- FAU/I-95 Interchange
- Retirement/Pension Cost Containment Strategy
- Wildflower Property Direction and Actions

DIFFERENCES BETWEEN FISCAL YEAR 2007-2008 ADOPTED REVENUE AND FISCAL YEAR 2006-2007 REVENUE ESTIMATES

Explanation of differences:
The following outlines the basic differences in the General Fund between the FY 2007-2008 revenues and the FY 2006-2007 estimates adopted a year ago along with a brief explanation of the differences.

1.	Changes in Tax Revenue	($4,265,100)	Decrease in tax revenue associated with legislatively approved statutory cap on millage rates.
2.	Franchise Fees	$1,945,500	Revenue increase based on recent increases in electricity charges and a new fee for solid waste franchises.
3.	Licenses and Permits	$787,000	This revenue is based on recent changes in fees and projected activity.
4.	Interest Earnings	$750,000	Increase in investment revenue due to raising interest rates.
5.	Fines & Forfeitures	($250,000)	Decrease due to an anticipation of less revenue share from County fines.
6.	Fund Balance and Other Misc. Revenues	$17,167,500	Increased contributions to General Fund balance.
	Total Revenue Difference	**$16,134,900**	

DIFFERENCES BETWEEN FISCAL YEAR 2007-2008 ADOPTED EXPENDITURES AND FISCAL YEAR 2006-2007 ADOPTED EXPENDITURES

Explanation of differences:
The following outlines the basic differences in the General Fund between the FY 2007-2008 expenditures and the FY 2006-2007 estimates adopted a year ago along with a brief explanation of the differences.

1.	Police & Fire Salary and Benefit Items	$2,223,000	Increases in Salary and Benefit Items to accommodate merit adjustments, step plans for police and fire union positions, increases in health insurance and increases in salary ranges.
2.	Police & Fire Overtime	($697,000)	Decrease in costs due to a limited amount of over time expected.
3.	General Employees Salaries and Benefits	$1,930,400	Increases in Salary and Benefit Items to accommodate merit adjustments, increases in health insurance and increases in salary ranges.
4.	Personnel Reductions	($2,892,100)	Decrease in costs due to a reduction in the number of full and part time positions.
5.	Payment to CRA	($164,400)	Decrease in costs related to CRA due to less growth in assessed value and changes in tax rates.
6.	Electricity	$319,300	Increase in costs due to higher electricity expenses.
7.	Vehicles and CRC	$572,200	Increase in costs for planned vehicle purchases and replacement.
8.	Property Insurance	$150,200	Increase in costs associated with insuring City owned property.
9.	Other Professional Services	($523,500)	Decrease in costs due to a limited number of projects scheduled.
10.	Supplies	($302,200)	Decrease in costs due to reallocation of uniform expenses.
11.	Capital Items	($64,100)	Decrease in costs due to less capital purchases.
12.	Computer Purchases	($318,500)	Decrease in costs due to personnel changes.
13.	Special Events	($147,000)	Decrease in costs due to a reduction in the number of City special events planned.
14.	Education, training and travel	($94,700)	Decrease in costs due to personnel changes.
15.	Non-Profits	($45,700)	Decrease in costs due to less available funding.
16.	Other Operating	($365,400)	Decrease in costs due to less programming.
17.	Fund Balance and Transfers	$16,554,400	Increase in contributions to General Fund reserves and changes in transferred amounts.
	Total Expenditure Difference	**$16,134,900**	

					FY 2007 - 2008		
	APPROVED			REVISED		APPROVED	INCR/
	2004-05	2005-06	2006-07	2006-07	TRANS	POSITIONS	(DECR)
GENERAL FUND:							
City Manager							
Administration	6.00	7.00	7.00	7.00		7.00	
City Clerk Administration	10.00	10.00	11.00	11.00		9.00	(2.00)
Boards & Committees	1.00	1.00	1.00	1.00		1.00	
Human Resources	8.00	8.00	9.00	9.00		9.00	
	25.00	26.00	28.00	28.00	-	26.00	(2.00)
City Attorney							
Administration	5.00	5.00	5.00	5.00		5.00	
	5.00	5.00	5.00	5.00	-	5.00	-
Financial Services						-	
Administration	2.00	2.00	4.00	3.00		3.50	0.50
Accounting	4.50	4.50	4.50	4.50		4.50	
Treasury	1.00	0.70	0.70	2.70		1.70	(1.00)
Accounts Payable	4.00	4.00	4.00	4.00		4.00	
Purchasing	6.00	6.00	6.00	7.00		7.00	
Risk Management	1.00	1.00	1.00	1.00		1.00	
Office of Mgt & Budget	3.00	4.00	4.00	4.00		4.00	
	21.50	22.20	24.20	26.20	-	25.70	(0.50)
Development Services							
Administration	2.00	2.00	2.00	2.35		2.35	
Code Compliance/Licensing	41.00	44.00	47.00	48.00		46.00	(2.00)
Planning & Zoning	16.00	18.00	18.00	18.50		16.50	(2.00)
Building Inspection	-	-	-	-		-	
	59.00	64.00	67.00	68.85	-	64.85	(4.00)
Police Services							
Chief's Office	26.00	4.00	4.00	4.00		4.00	
Community Services	56.00	122.00	122.00	54.00		51.00	(3.00)
Communications/Dispatch	31.00	31.00	31.00	30.00		29.00	(1.00)
Bureau of Field Services	169.00	107.00	112.00	180.00	5.00	185.00	-
Administrative Services	-	30.00	30.00	30.00		28.00	(2.00)
	282.00	294.00	299.00	298.00	5.00	297.00	(6.00)
Fire-Rescue Services							
Administration	7.00	7.00	7.00	7.00		6.00	(1.00)
Logistics & Support	6.00	6.00	6.00	6.00		5.00	(1.00)
Fire Operations	182.00	194.00	194.00	194.00		194.00	
Patient Transport	-	-	-	-		-	
Fire & Life Safety	11.00	12.00	12.00	12.00		12.00	
	206.00	219.00	219.00	219.00	-	217.00	(2.00)
Municipal Services							
Administration	9.00	9.00	8.00	8.00		7.00	(1.00)
Streets	12.60	12.60	12.60	12.60		11.60	(1.00)
Dredge	4.00	4.00	4.00	4.00		4.00	
Facilities Maint.	14.00	17.00	17.00	17.00		16.00	(1.00)
Sanitation	55.00	55.00	55.00	55.00		53.00	(2.00)
Traffic/Spec. Projects	16.00	16.00	17.00	17.00		15.00	(2.00)
Engineering - Survey	5.00	5.00	5.00	5.00		4.00	(1.00)
Engineering - Design	7.00	7.00	7.00	7.00		6.00	(1.00)
	122.60	125.60	125.60	125.60	-	116.60	(9.00)

					FY 2007 - 2008		
	APPROVED			REVISED		APPROVED	INCR/
	2004-05	2005-06	2006-07	2006-07	TRANS	POSITIONS	(DECR)
Recreation Services							
Administration	14.00	14.00	14.00	15.00		14.00	(1.00)
Community Center	6.40	6.40	6.40	6.40		5.40	(1.00)
Skate Park	1.00	1.00	1.00	1.00		-	(1.00)
Youth Activities Center	1.15	1.15	1.15	1.15		0.65	(0.50)
Camp Programs	0.85	0.85	0.85	0.85		0.35	(0.50)
Athletics	2.75	2.75	2.75	2.75		1.75	(1.00)
Aquatics	4.65	4.65	4.65	4.65		3.65	(1.00)
Boca Raton Tennis Center	2.15	2.15	2.15	2.15		2.15	
Ocean Rescue	21.00	21.00	21.00	21.00		20.00	(1.00)
District I	18.85	18.85	18.85	18.85		16.85	(2.00)
District II	38.00	39.00	39.00	39.00		35.00	(4.00)
Library	27.00	26.00	26.00	26.00		25.00	(1.00)
Spanish River Library	-	35.00	35.00	35.00		23.00	(12.00)
Park Rangers	4.70	4.70	4.70	3.70		0.35	(3.35)
Irrigation	8.35	9.35	9.35	9.35		7.00	(2.35)
Mizner Park	1.00	1.00	1.00	1.00		1.00	
Conservation	0.35	0.35	2.35	2.35		2.35	
	152.20	188.20	190.20	190.20	-	158.50	(31.70)
INTERNAL SERVICE FUNDS:							
IS Fund	21.00	22.00	22.00	22.00		21.00	(1.00)
Motor Pool Fund	13.00	13.00	13.00	13.00		13.00	
TOTAL GEN & INT SVC FUNDS:	907.30	979.00	993.00	995.85	5.00	944.65	(56.20)
SELF SUPPORTING FUNDS:							
Special Revenue Funds							
Comm. Devel. Block Grant	1.10	1.10	1.10	1.10		1.10	
Boca Raton Housing Authority	-	-	-	-		-	
Affordable Housing	0.90	0.90	0.90	0.90		0.90	
	2.00	2.00	2.00	2.00	-	2.00	-
Law Enforcement Trust Fund							
Special Law Enforcement	10.00	10.00	5.00	5.00	(5.00)	-	
	10.00	10.00	5.00	5.00	(5.00)	-	-
Beautification Maintenance Fund							
ROW Maintenance	14.50	18.50	18.50	18.50		18.00	(0.50)
	14.50	18.50	18.50	18.50	-	18.00	(0.50)
Beach and Park District							
Red Reef Park	31.20	31.20	31.20	31.20		27.00	(4.20)
Patch Reef Park	24.80	24.80	24.80	24.80		23.70	(1.10)
Sugar Sand Park	51.55	53.55	53.55	53.55		50.05	(3.50)
Verde/Estridge	6.00	6.00	6.00	6.00		5.00	(1.00)
Racquet Club	18.75	18.75	18.75	18.75		17.75	(1.00)
	132.30	134.30	134.30	134.30	-	123.50	(10.80)
Environmentally Sensitive Land Fund							
Land Acquisition	-	2.00	-			-	
	-	2.00	-	-	-	-	-

					FY 2007 - 2008		
	APPROVED			REVISED		APPROVED	INCR/
	2004-05	2005-06	2006-07	2006-07	TRANS	POSITIONS	(DECR)
Stormwater Utility Fund						-	
Maintenance-M.S.	6.40	6.40	6.40	6.40		6.40	
Engineering / Stormwater	3.00	3.00	3.00	3.00		3.00	
	9.40	9.40	9.40	9.40	-	9.40	-
Water/Sewer Operating Fund							
Administration	19.70	22.00	22.00	22.00		19.00	(3.00)
Groundskeeping/Bldgs.	2.00	2.00	2.00	2.00		2.00	
Instrument./Control	18.00	15.00	15.00	15.00		14.00	(1.00)
Water Trtmnt. Plant	22.00	22.00	22.00	22.00		22.00	
Water Network	27.00	27.00	27.00	27.00		26.00	(1.00)
Plant Maintenance	14.00	14.00	14.00	14.00		14.00	
Quality Control	11.00	11.00	11.00	11.00		11.00	
Wastewater Trtmnt. Plant	17.00	17.00	17.00	17.00		17.00	
Lift Sta. Maintenance	11.00	11.00	11.00	11.00		11.00	
Wastewater Network	12.00	12.00	12.00	12.00		12.00	
Customer Service	9.50	10.50	10.50	11.50		11.50	
Meter Reading	7.00	6.00	6.00	6.00		6.00	
	170.20	169.50	169.50	170.50	-	165.50	(5.00)
Cemetery/Mausoleum Fund						-	
Cemetery	2.15	2.15	2.15	2.15		2.15	
Mausoleum	2.85	2.85	2.85	2.85		2.85	
	5.00	5.00	5.00	5.00	-	5.00	-
Golf Course Fund						-	
Red Reef Golf Course	5.45	5.45	5.90	5.90		5.90	
Boca Raton Municipal Golf	18.55	18.55	18.10	18.10		18.10	
	24.00	24.00	24.00	24.00	-	24.00	-
Self Insurance Funds						-	
Wrkrs Compensation Self Ins.	2.30	2.30	2.30	2.30		2.30	
Group Medical Self Insurance	2.00	2.00	2.00	2.00		2.00	
	4.30	4.30	4.30	4.30		4.30	-
Boca Raton Com Redevelopment Agency	-	-	-	1.15		1.65	0.50
TOTAL OTHER FUNDS:	371.70	377.00	372.00	374.15	(5.00)	353.35	(15.80)

TOTAL CITY WIDE							
FULL-TIME POSITIONS	1,279.00	1,356.00	1,365.00	1,370.00	0.00	1,298.00	(72.00)

APPROVED FY 2007-2008 POSITION CHANGES

GENERAL FUND:

City Council		***No Proposed Changes***
City Manager		***No Proposed Changes***
City Clerk Administration	(1.00)	Public Information Officer
	(1.00)	Office Assistant I
Administration	(1.00)	Education Advocate
	1.00	Program Development Manager
City Attorney		***No Proposed Changes***
Financial Services		
Administration	0.50	Principal Special Projects Director
Treasury	(1.00)	Customer Service Representative
Development Services		
Code Compliance/Licensing	(1.00)	Plan Review Technician
	(1.00)	Deputy Building Official
	(1.00)	Code Compliance Officer
	1.00	Chief Building Inspector
Planning & Zoning	(1.00)	Environmental Officer
	(1.00)	Senior Planner
Police Services		
Community Services	(1.00)	Family Services Bureau Commander
	(1.00)	Police Captain
	(1.00)	Traffic & Bicycle Safety Educator
Communications/Dispatch	(1.00)	Telecommunications Supervisor
Administrative Services	(1.00)	Police Captain
	(1.00)	Training Director
	(1.00)	Assistant Chief
	1.00	Support Director
Fire-Rescue Services		
Logistics & Support	(1.00)	R & D Specialist
Fire Operations	(1.00)	Senior Logistics & Support Assistant
Municipal Services		
Administration	(1.00)	Records Management & Data Analyst
Streets	(1.00)	Equipment Operator
Facilities Maint.	(1.00)	Facilities Maintenance Parts Clerk
Sanitation	(1.00)	Office Assistant I
	(1.00)	Refuse Collector
Traffic/Spec. Projects	(1.00)	Engineering Aide
	(1.00)	Transportation Planning Engineer
Engineering - Survey	(1.00)	Engineering Aide
Engineering - Design	(1.00)	Landscape Designer

Recreation Services		
Administration	(1.00)	Assistant Parks Superintendent
Community Center	(1.00)	Recreation Center Supervisor
Skate Park	(1.00)	Facility Manager
Youth Activities Center	(0.50)	Teen Center Supervisor
Camp Programs	(0.50)	Teen Center Supervisor
Athletics	(1.00)	Athletic Assistant
Aquatics	(1.00)	Aquatic Lieutenant
Ocean Rescue	(1.00)	Ocean Lifeguard
District I	(1.00)	Groundskeeper
	(1.00)	Contract Administrator
District II	(3.00)	Groundskeeper
	(1.00)	Park Maintenance Supervisor III
Library	(1.00)	Special Events Coordinator
Spanish River Library	(2.00)	Librarian I
	(2.00)	Librarian II
	(4.00)	Library Assistant III
	(4.00)	Library Assistant II
Park Rangers	(1.00)	Park Ranger Supervisor
	(2.00)	Park Ranger
	(0.35)	Secretary
Irrigation	(1.00)	Irrigation System Technician I
	(1.00)	Irrigation System Supervisor
	(0.35)	Secretary
Information Technology Fund		
Information Technology	(1.00)	Computer Systems Specialist
Motor Pool Fund		***No Proposed Changes***
TOTAL GENERAL FUND:	**(56.20)**	

APPROVED FY 2007-2008 POSITION CHANGES

OTHER FUNDS:

Special Revenue		***No Proposed Changes***
Law Enforcement Trust Fund		***No Proposed Changes***
Beautification Maintenance Fund		
ROW Maintenance	(0.50)	Secretary
Beach and Park District		
Red Reef Park	(3.00)	Park Ranger
	(1.00)	Ocean Rescue Lifeguard
	(0.20)	Secretary
Patch Reef Park	(1.00)	Park Ranger
	(0.10)	Secretary
Sugar Sand Park	(2.00)	Park Ranger
	(1.00)	Custodial Worker
	(0.50)	Secretary
Verde/Estridge	(1.00)	Groundskeeper
Racquet Club	(1.00)	Aquatics Lieutenant
Environmentally Sensitive Land Fund		***No Proposed Changes***
Stormwater Utility Fund		***No Proposed Changes***
Water/Sewer Operating Fund		
Administration	(1.00)	Deputy Director
	(1.00)	Construction Project Manager
	(1.00)	Design Drafter
Instrument./Control	(2.00)	Plant Electrician
	1.00	Electrical Supervisor
Water Network	(1.00)	Utilities Network Crewchief
Cemetery/Mausoleum Fund		***No Proposed Changes***
Golf Course Fund		***No Proposed Changes***
Self Insurance Funds		***No Proposed Changes***
Boca Raton Com Redevelopment Agency		
	0.50	Principal Special Projects Director
TOTAL OTHER FUNDS:	**(15.80)**	
TOTAL FY 2007-2008 PROPOSED CITY-WIDE POSITION CHANGES :	**(72.00)**	

GENERAL FUND STATEMENT OF FUND BALANCE *

FUND BALANCE October 1, 2006			**$ 37,921,553**
2006-07 Revenue		$ 125,613,600	
2006-07 Expenditures		(121,323,500)	
Net Increase (Decrease)		4,290,100	
Fund Balance:			
Planned Fund Balance	$ 12,132,400		
Designated Carry Forward	27,246,200		
Hurricane/Disaster Emergency Reserve	1,200,000		
Mizner Park Debt Service Reserve	1,633,000		**$ 42,211,600**
		-0-	
FUND BALANCE October 1, 2007			**$ 42,211,600**
2007-08 Revenue		$ 116,787,500	
2007-08 Expenditures		(128,555,900)	
Net Increase (Decrease)		(11,768,400)	
Fund Balance:			
Planned Fund Balance	$ 12,855,600		
Designated Carry Forward	10,754,600		
Hurricane/Disaster Emergency Reserve	5,200,000		
Mizner Park Debt Service Reserve	1,633,000		**$ 30,443,200**
		-0-	

*The Statement of Fund Balances represent the City of Boca Raton actual fund balances as of October 1, 2006. The fund balances for October 1, 2007 are based on anticipated revenues and expenditures. The actual fund balance for fiscal year 2006-07 will be available upon completion of the City's annual audit in early 2008. The reserves shown in the Statement of Fund Balances are based on conservative revenue estimates and one hundred percent (100%) of the budgeted expenditures being expended.

The projected fiscal year 2007-08 fund balance is decreasing based on forecasted reductions in revenues and increases in expenditures. Anticipated revenue reductions are based on decreases from property tax revenues and forecasted decrease in building permits and other building related fees. The forecasted increase in expenditures is due to additional operating costs resulting from completion of capital projects and additional transfers to complete new downtown library and fire stations.

SPECIAL REVENUE FUNDS STATEMENT OF FUND BALANCES *

	Development Block Grant Fund	State and Federal Grant Fund	Assistance Trust Fund	Law Enforcement Trust Fund	Transportation Fund	ROW Beautification Fund	Greater Boca Raton Beach and Park District Fund	Mizner Park Deficiency Lock Box Fund
FUND BALANCE								
October 1, 2006		**$ -**	**$ 2,576,400**	**$ 1,604,200**	**$ 5,436,100**	**$ 3,794,900**	**$ -**	**$ 5,286,600**
2006-07 Revenue	$ 770,600	$ 206,100	918,800	426,000	2,521,700	3,107,500	$ 16,610,500	235,000
2006-07 Expenditures	(770,600)	(206,100)	(788,500)	(788,700)	(5,493,800)	(3,456,700)	(16,610,500)	-
Net Increase (Decrease)	-	-	130,300	(362,700)	(2,972,100)	(349,200)	-	235,000
			$ 2,706,700	$ 1,241,500	$ 2,464,000	$ 3,445,700		$ 5,521,600
FUND BALANCE								
October 1, 2007			**$ 2,706,700**	**$ 1,241,500**	**$ 2,464,000**	**$ 3,445,700**	**$ -**	**$ 5,521,600**
2007-08 Revenue	$ 1,743,500	9,111,700	1,695,300	207,000	2,482,000	2,495,400	$ 39,438,300	250,000
2007-08 Expenditures	(1,743,500)	(9,111,700)	(1,590,300)	(436,200)	(4,459,000)	(3,504,100)	(39,438,300)	-
Net Increase (Decrease)	-	-	105,000	(229,200)	(1,977,000)	(1,008,700)	-	250,000
Fund Balance:								
Planned Fund Balance	-	-	$ 2,811,700	$ 1,012,300	$ 487,000	$ 2,437,000	-	$ 5,771,600

CAPITAL PROJECTS FUNDS STATEMENT OF FUND BALANCES *

	ROW Acquisition Fund	Environmentally Sensitive Lands Fund	Fire Improvement Fund	Capital Improvement Projects Fund	Downtown Capital Improvement Project Fund	Library Improvement Fund	Land Dedication Fund	Downtown Land Dedication Fund
FUND BALANCE								
October 1, 2006	**$ 1,854,100**	**$ 1,453,900**	**$ 3,383,600**	**$ 16,072,600**	**$ 1,330,800**	**$ 5,456,900**	**$ 2,347,000**	**$ 968,300**
2006-07 Revenue	332,100	65,100	100,000	18,394,600	1,224,800	4,545,500	814,700	40,000
2006-07 Expenditures	(300,000)	(616,600)	(3,027,700)	(25,205,800)	(1,682,600)	(8,904,300)	(5,700)	(250,700)
Net Increase (Decrease)	32,100	(551,500)	(2,927,700)	(6,811,200)	(457,800)	(4,358,800)	809,000	(210,700)
Fund Balance:								
Planned Fund Balance	$ 1,886,200	$ 902,400	$ 455,900	$ 9,261,400	$ 873,000	$ 1,098,100	$ 3,156,000	$ 757,600
FUND BALANCE								
October 1, 2007	**$ 1,886,200**	**$ 902,400**	**$ 455,900**	**$ 9,261,400**	**$ 873,000**	**$ 1,098,100**	**$ 3,156,000**	**$ 757,600**
2007-08 Revenue	105,000	5,000	20,000	21,293,300	1,200,900	8,444,800	325,000	35,000
2007-08 Expenditures	0	(470,000)	0	(30,296,300)	(1,112,200)	(9,050,000)	0	(362,000)
Net Increase (Decrease)	105,000	(465,000)	20,000	(9,003,000)	88,700	(605,200)	325,000	(327,000)
Fund Balance:								
Planned Fund Balance	$ 1,991,200	$ 437,400	475,900	$ 258,400	$ 961,700	$ 492,900	$ 3,481,000	$ 430,600

*The Statement of Fund Balances represent the City of Boca Raton actual fund balances as of October 1, 2006. The fund balances for October 1, 2007 are based on anticipated revenues and expenditures. The actual fund balance for fiscal year 2006-07 will be available upon completion of the City's annual audit in early 2008. The reserves shown in the Statement of Fund Balances are based on conservative revenue estimates and one hundred percent (100%) of the budgeted expenditures being expended. These Special Revenue and Capital Projects funds have been established for specific purposes. It is anticipated that all available resources will eventually be expended which results in a declining or zero fund balance.

DEBT SERVICE FUND
STATEMENT OF FUND BALANCE *

FUND BALANCE October 1, 2006	**$**	**575,323**
2006-07 Revenues		8,778,500
2006-07 Expenditures		(8,980,300)
Net Increase (Decrease)		(201,800)
Fund Balance:		
Debt Service Reserve	$	373,523
FUND BALANCE October 1, 2007	**$**	**373,500**
2007-08 Revenue		8,819,200
2007-08 Expenditures		(8,768,000)
Net Increase (Decrease)		51,200
Fund Balance:		
Debt Service Reserve	$	424,700

*The Statement of Fund Balance represents the City of Boca Raton actual fund balance as of October 1, 2006. The fund balance for October 1, 2007 is based on anticipated revenues and expenditures. The actual fund balance for fiscal year 2006-07 will be available upon completion of the City's annual audit in early 2007. The reserves shown in the Statement of Fund Balance are based on conservative revenue estimates and one hundred percent (100%) of the budgeted expenditures being expended.

CHANGE IN ASSESSED VALUATION			
Total Assessed Value 2007-08			$ 20,367,876,263
Total Assessed Value 2006-07			19,784,124,366
Increase in Assessed Value			**$ 583,751,897**
% Increase in 2007-08 above 2006-07:			**2.95%**
BREAKDOWN			
New Construction	$	198,408,370	1.00%
Re-assessments		385,343,527	1.95%
TOTAL	**$**	**583,751,897**	**2.95%**

"The Premier Community"

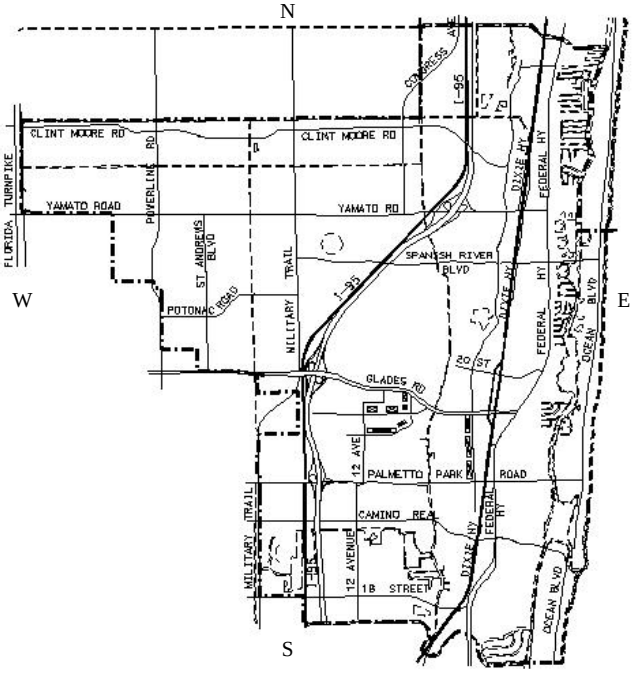
A World Class Local Government

201 West Palmetto Park Road
Boca Raton, FL 33432
Telephone: (561) 393-7700

LOCATION AND SIZE

Boca Raton, incorporated in 1925, is the 25th most populous city in the State of Florida, and second largest city in Palm Beach County.[1] Located on Florida's "Gold Coast", it is the southernmost city in Palm Beach County. Boca Raton is forty miles north of Miami and approximately midway between the cities of Palm Beach and Fort Lauderdale. It is bordered on the east by the Atlantic Ocean, on the north by Delray Beach, and on the south by Deerfield Beach.

The City encompasses 28 square miles (18,572 acres) with 5 miles of ocean frontage and 908 acres of parks.



The Greater Boca Raton area encompasses the City of Boca Raton and its Reserve Area, located directly west of the City's western boundary, extending to Florida's Turnpike. The Reserve Area has been legally designated as such by the State of Florida. The area held in reserve cannot at present incorporate as an individual municipality nor attach itself to any municipality other than Boca Raton.

The City has had two major annexations: December 2003 brought in 3,255 new residents, 422 new businesses and 494 acres; December 2004 brought in 4,662 new residents, 20 new businesses and 1,091 acres. The city's current population is ***86,600***.[1]

CITY GOVERNMENT

In 1965, the Council-Manager form of government replaced the Commissioner-Manager system in Boca Raton. Four Council Members and a Mayor are elected at large on a non-partisan basis for two-year terms. The City Council appoints the City Manager, who is the Chief Administrative Officer of the City and directs the business of the City and its various departments. The City Council determines policy, adopts legislation, approves the City's budget, sets taxes and fees, and appoints the City Attorney and members of various Boards and Commissions.

Public Safety		Public Utilities	
8	Fire Stations	546	mi. Water Mains
207	Fire Uniform Personnel	342	mi. Gravity Sewer Mains
1	Police Station	234	Wastewater Pump Stas.
3	Police Sub-Stations	4,999	Fire Hydrants
204	Police Uniform Personnel		
Other			
252	mi. Streets	22	mi. Bikepaths
908	acres of Parks	192,086	Public Library holdings

The City provides a full range of municipal services. The public safety program includes police, fire protection and rescue services. For recreation, the City provides oceanfront beaches, 2 libraries, swimming pool, golf courses, tennis courts, neighborhood parks, teen and community centers, and various recreational and instructional activities and classes. The City provides street and highway construction and canal maintenance, sanitation, and operates its own public utility for water, sewer, and stormwater services.

Additional City services include building inspection, planning, zoning, engineering, surveying, cemetery, as well as general administrative services.

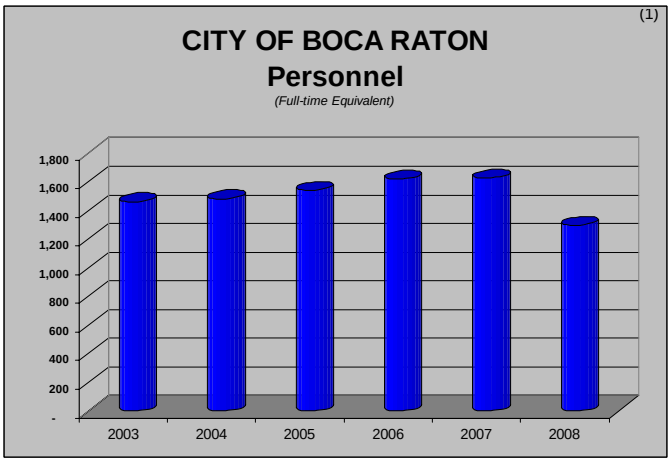
Spanish River Library

The new Spanish River Libray is scheduled to open in early 2008. It is a state-of-the art library with almost 41,000 square feet with a construction cost of $10.5 million and is funded from General Fund Revenues, grants and private donations, as well as from the issuance of voter approved general obligation bonds.

The City continues to enhance its web page (www.myboca.org) by simplifying the web address and by developing new applications that allow certain City transactions to be conducted over the internet without having the customer make a trip to City Hall. Recent web additions allow our customers to pay a utility bill, apply for a business license, and check the status of a building permit application. The City now accepts credit cards for all services at all sites.

CLIMATE & PHYSIOGRAPHY

Boca Raton's southern location and marine influences produce a notably steady climate in the Boca Raton area. The City is warmed in the winter and cooled in the summer by winds off the Gulf Stream. Summers average 82 degrees while winters average 65 degrees. The average annual temperature is 74 degrees. Average annual rainfall is about 60 inches and received mostly in the form of showers in the summer and fall seasons.



The City is made up of sandy flatlands and a coastal ridge. Average elevation is 18 feet above sea level. The City is traversed north to south by the Intracoastal Waterway, separating the beachfront area from the mainland. The area has numerous drainage canals and an abundance of waterfront property.

HOSPITAL FACILITIES

The ***Boca Raton Community Hospital***, established in 1967, is a non-profit, accredited facility with an in-patient capacity of 394 beds and staffing of 2,200 employees.

West Boca Medical Center, located in unincorporated Boca Raton, is a 185 bed acute care hospital offering a wide range of services, with a staffing of 628 full-time and 247 part-time employees.

EDUCATION

Boca Raton has numerous educational opportunities. The County school system has five elementary and three secondary schools in the City, housing 8,592 students. The median student to teacher ratio is 16 to 1.

Boca Raton is the home of ***Florida Atlantic University*** (FAU), which opened in 1964. The University offers four-year undergraduate and graduate degrees in a broad range of subjects. FAU is a member of the Florida State University system. It boasts a preliminary Fall, 2007 enrollment of more than 26,000 students.

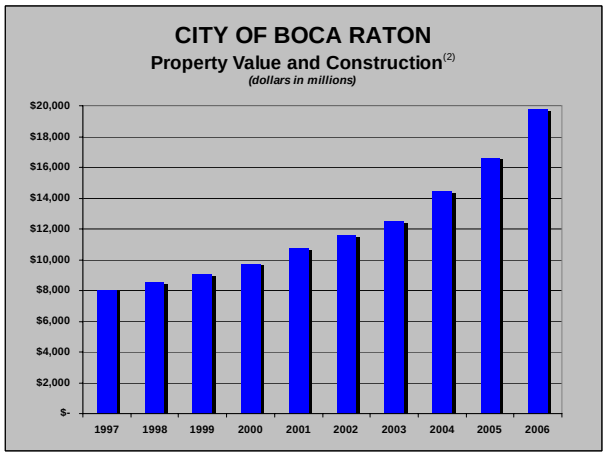
Lynn University is a private four-year, coeducational institution with an enrollment of 3,000. It is fully accredited as a Level III Institution by the Southern Association of Colleges and Schools and offers master, bachelor, and associate degrees in more than twenty disciplines. The University also has an extensive continuing education program through its Center for Adult Learning.

Palm Beach Community College has its South Campus located on the Florida Atlantic University Campus. The enrollment averages 6,000 students annually. The College offers Associate of Arts and Associate of Science Degree programs.

ECONOMIC CONDITION AND OUTLOOK

The City of Boca Raton is listed as the fourth in the "2004 Best Performing Cities Index" in the county for economic strength and job and wage growth.

With a shortage of affordable housing, Boca Raton has introduced a workforce housing ordinance and is in the process of developing mixed use options as tools for people. Thanks to our low taxes, strong employment base, and quality of life, Boca Raton's business community continues to thrive.



CITY OF BOCA RATON Household Effective Buying Income(3)	
Under $20,000	12.9%
$20,000 - $34,999	16.8
$35,000 - $49,999	14.7
$50,000 – over	55.6
Median	$56,158
Percent of Median State of Florida	150.6%

During the last three fiscal years, the City has experienced three hurricanes. The total estimated cost of these storms to the City has been approximately $37.1 million. After reimbursements from FEMA and the State of Florida, the net cost absorbed by the City is $7.5 million within existing reserves. For FY 2006-07 the City increased its emergency preparedness reserves from $1.2 million to $5.2 million, and retains this for FY 2007-08.

CITY OF BOCA RATON Principal Taxpayers and Assessed Value(3)	
Town Center at Boca Raton	$282,389,261
Panthers BRHC Ltd. Partnership	215,710,483
Boca Raton CRA LesSor	152,900,000
Bre Boca Corporate Center LLC	149,908,523
Batmasian James H. & Marta	139,284,005
EI AD Mizner on the green LLC	75,000,000
WRC Properties Inc	68,815,835
Peninsula Realty	61,297,656
One Boca Place Inc	57,058,278
Mizner Court LP	49,081,061
MS Woolbright Glades Plaza LLC	46,000,000

The City is the location of several Fortune 500 companies and nearly 3,000 businesses, employing over 38,000 people. Thanks to our low taxes, strong employment base, and quality of life, Boca Raton's business community continues to thrive.

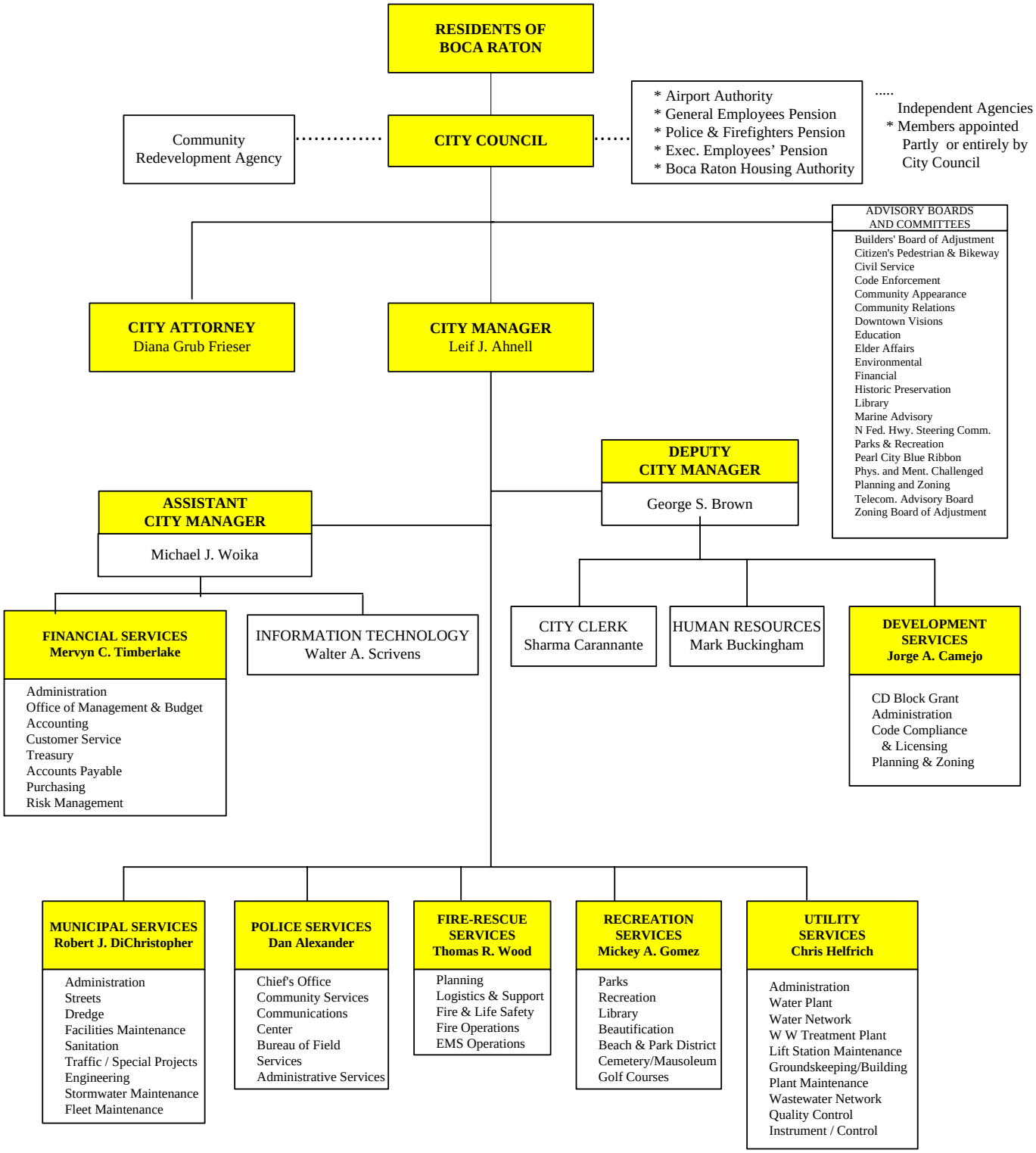
CITY OF BOCA RATON Major Employers(3)	Employees
Florida Atlantic University	2,825
Boca Raton Resort and Club	2,200
City of Boca Raton	1,880
Boca Raton Community Hospital	2,200
Hollander Home Fashions	1,200
National Council on Comp Ins (NCCI)	950
Siemens Companies	650
Prime Management Group, Inc	640
International Business Machines (IBM)	600
Tyco International Ltd.	600
Sensormatic	500
Applied Card Systems	500
Eclipsys Corp	471
Verio	450
First NLC Financial Services, LLC	450

(1) Florida Legislative Committee on Intergovernmental Relations (LCIR), Online Data

(2) City of Boca Raton FY 2007-08 Budget

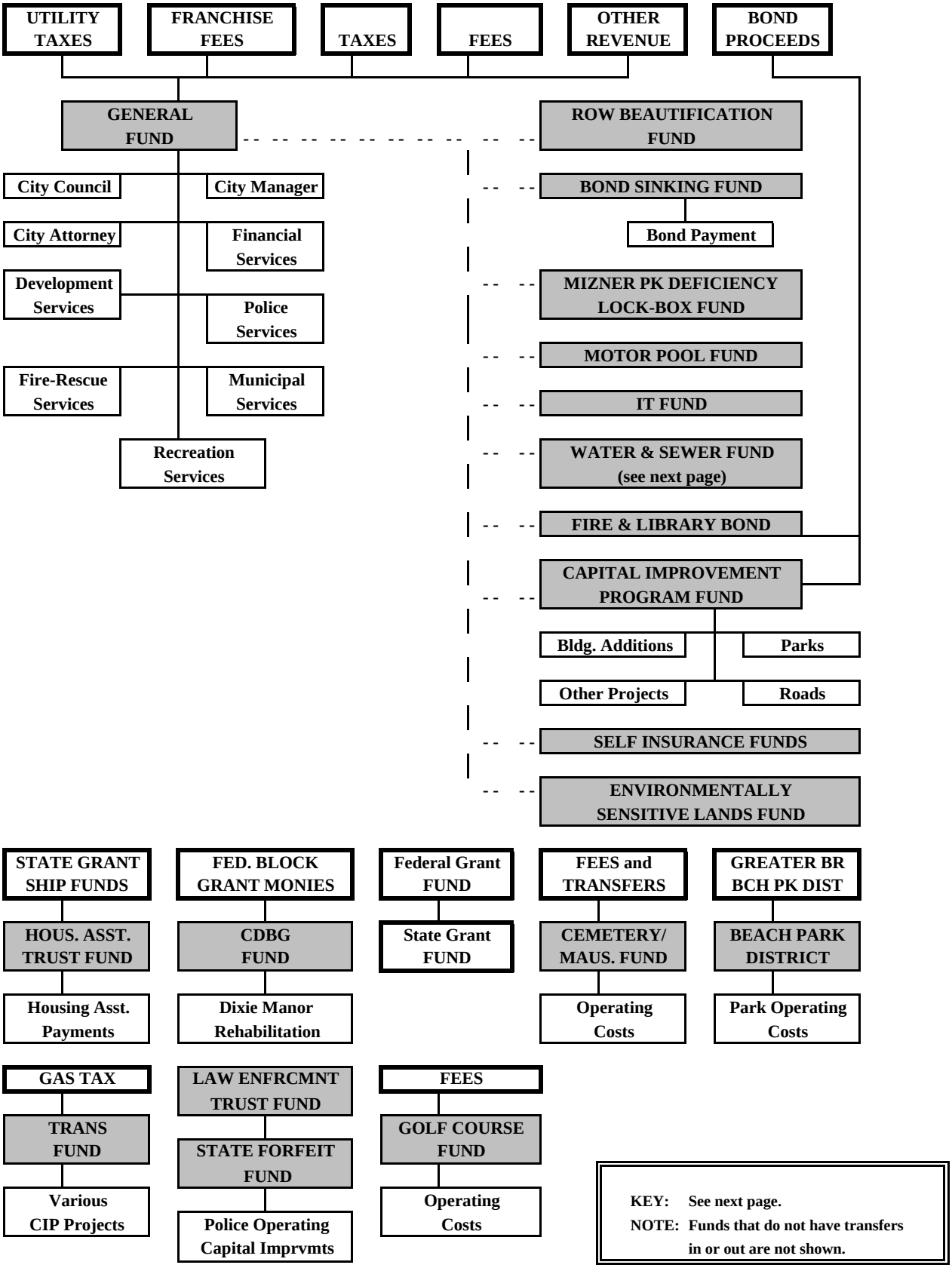
(3) City of Boca Raton, Comprehensive Annual Financial Report, September 30, 2006

CITY OF BOCA RATON ORGANIZATIONAL STRUCTURE

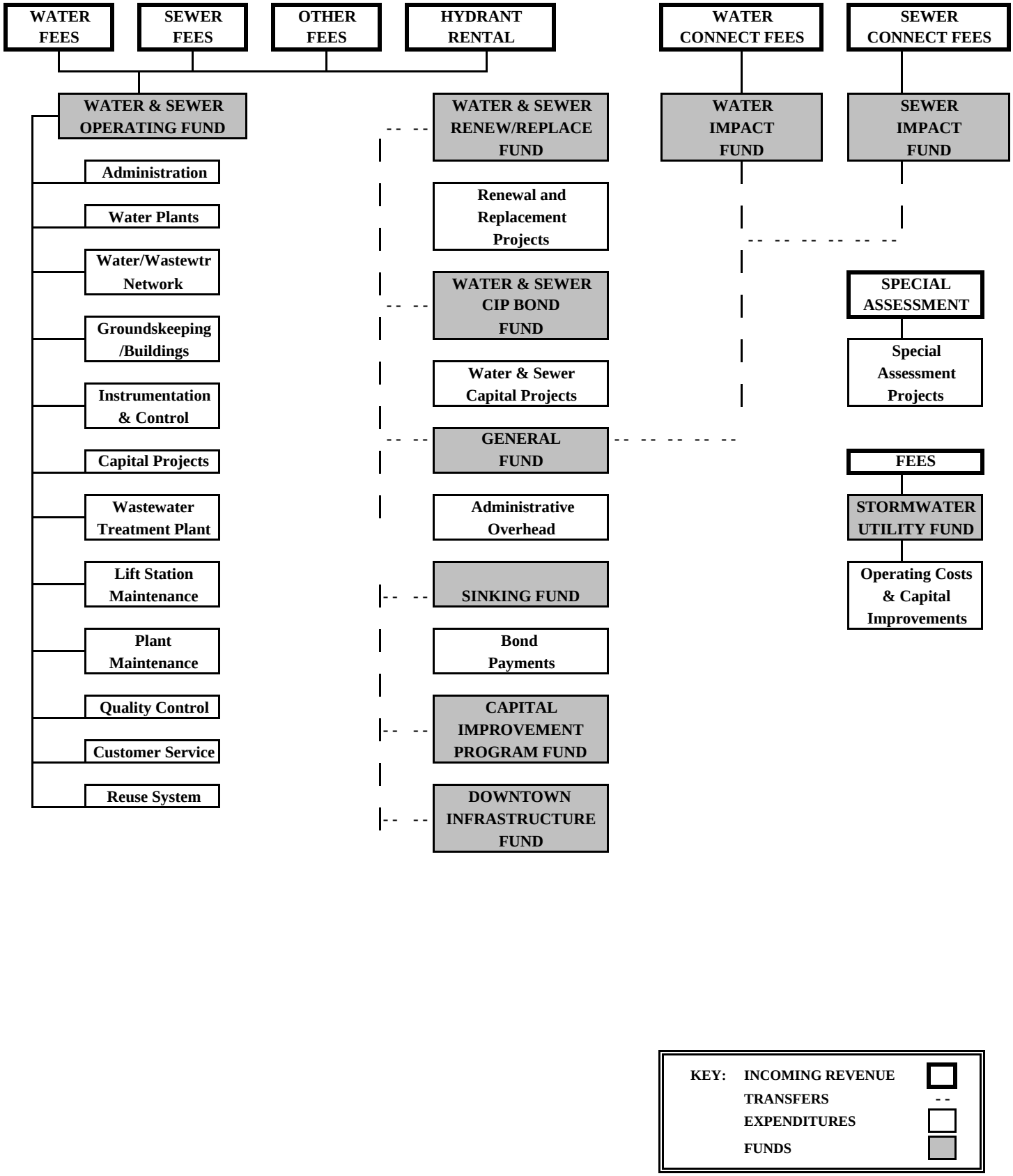


BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

INTERRELATIONSHIP OF RESOURCES
CITY OF BOCA RATON



INTERRELATIONSHIP OF RESOURCES (cont.)
UTILITY SERVICES



FUND DESCRIPTIONS

GENERAL FUND:

001 General Fund is the general operating fund and is used to account for most of the day-to-day activities of the City. Its revenue sources are local tax revenues, state and federal revenues and other local charges and fees.

SPECIAL REVENUE FUNDS:

To account for the proceeds of specific revenue sources (other than expandable trusts or for major capital projects) that are legally restricted to expenditure for specified purposes.

111 Community Development Block Grant Fund is to account for revenue from a grant agreement between the City and the U.S. Department of Housing and Urban Development (HUD) and expenditures for qualified residents and neighborhoods. The program includes expenditures for housing rehabilitation, public improvements for neighborhood revitalization and public services for residents.

114 Housing Assistance Trust Fund is to account for funds received from the State Housing Initiatives Partnership (SHIP) for the purpose of providing affordable housing in the City.

131 Law Enforcement Trust Fund (LETF) is to account for State and Federal confiscated merchandise and forfeiture funds received by the City.

132 State Grant Fund is to account for revenue received from state sources that is restricted by the terms of an agreement.

133 State Forfeiture Fund is to account for state forfeiture funds received by the City.

141 Transportation Fund is to account for local option gas tax restricted for roadway program expenditures.

142 Federal Grant Fund is to account for revenue received from federal sources that is restricted by the terms of an agreement.

151 ROW Beautification Fund is to account for 1% public service taxes allocated to maintain and improve all presently beautified medians and rights-of-way.

161 Greater Boca Raton Beach & Park District Fund is to account for the Greater Boca Raton Beach & Park District reimbursement expenses of Red Reef Park, Patch Reef Park, Sugar Sand Park, Verde, FAU facilities, Ocean Strand, Swim and Racquet Center, Special Interest, BP&D CIP.

171 Mizner Park Def Lock Box Fund funds are to be used for any deficiency in the Mizner Park Bonds.

DEBT SERVICE FUND:

To account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

211 Debt Service Fund is to account for the payment of principal and interest, and fiscal charges on the City's general obligation bonds which are payable from ad valorem taxes; and the City's revenue bonds and notes payable which are payable from non ad valorem revenues

CAPITAL PROJECTS FUNDS:

To account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

321 ROW Acquisition Fund is to account for the cost of acquiring right of way property. Revenue is provided from land sales proceeds and interest income.

333 Environmentally Sensitive Lands Fund is to account for the acquisition, preservation, protection and maintenance of environmentally sensitive lands in the City.

336 Capital Improvements Program Fund (6 Year CIP) is to account for infrastructure and major equipment acquisitions of the City.

337 Downtown Infrastructure Fund is to account for the financing and implementation of the downtown infrastructure program.

341 Fire Improvement Fund is to account for the construction and improvements to the City Fire Stations funded by G.O. Bonds.

342 Library Bond Fund is to account for the construction, renovation and furnishing of the City's libraries funded by G.O. Bonds, grants and donations.

352 Land Dedication Fund is to account for the cost of buying and constructing park developments. Financing is being provided by donations from developers as required by City ordinance.

353 Downtown Land Dedication Fund is to account for the cost of buying and constructing park developments in the downtown area. Financing is being provided by donations from developers in the downtown as required by City ordinance.

ENTERPRISE FUNDS:

To account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

450 Stormwater Utility Fund - to account for the provision of stormwater maintenance and capital improvements to the residents of the City.

470 Water & Sewer Operating Fund - to account for the provision of water and sewer services to the residents of the City and some residents of the County.

471 Water & Sewer Sinking Fund – to account for the repayment of the outstanding water and sewer debt.

473 Water & Sewer Renewal and Replacement Fund - to account for funds received from the Water and Sewer Operating Fund. The projects in this fund are renewal and replacement projects of the water and sewer facilities.

474 Water & Sewer CIP Bond Fund – to account for funds received from an anticipated Bonds.

476 Water Impact Fund – to account for funds received as a result of new construction. The projects are for the expansion of water facilities due to the new construction.

477 Sewer Impact Fund – to account for funds received as a result of new construction. The projects are for the expansion of sewer facilities due to the new construction.

480 Cemetery Fund - to account for the operation and maintenance of the Boca Raton Municipal Cemetery and Mausoleum.

490 Golf Course Funds - to account for the operations of Red Reef and Boca Raton Municipal golf courses.

INTERNAL SERVICE FUNDS:

To account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursement basis.

510 Information Technology Fund - to account for the cost of operating computers, telecommunications and copiers by the City and to allocate costs to the various departments using the service based on cost reimbursement.

520 Motor Pool Fund - to account for the cost of operating a maintenance facility for automotive equipment used by other City departments, and administering the City fleet

530,531,532
Self Insurance Funds - to account for the cost of providing health and workers' compensation insurance coverage to all City employees, and the City's general liability self-insurance program.

PERMANENT FUNDS:

To account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds.

611 Cemetery Perpetual Care Fund - to account for moneys received for the purpose of providing perpetual care for the City's cemetery.

621 Mausoleum Perpetual Care Fund - to account for moneys received for the purpose of providing perpetual care for the City's mausoleum.

DEPENDENT SPECIAL DISTRICT

710 Community Redevelopment Agency Fund is used to account for the general operations of the Community Redevelopment Agency, which encourages development in the downtown area.

712 Mizner Park Revenue – is used to account for all tax increment revenues and Mizner Park lease revenues transferred from the Mizner Park Lease Revenue Fund consistent with the Mizner Park Bond covenants. Monies from this fund are to be transferred to the Mizner Park Sinking Fund for the payment of debt service.

713 Mizner Park Sinking – is used to account for debt service on the Mizner Park Bonds consistent with the Mizner Park Bond covenants.

715 Mizner Park Lease Rev - is used to account for all lease revenues under the Mizner Park contracts consistent with Mizner Park Bond covenants. Monies are transferred from this fund to the Mizner Park Revenue Fund.

The City of Boca Raton Planning Process

The City uses an integrated multi-phased planning process in developing plans to ensure that Boca Raton remains a unique community providing a superior quality of life to all residents. The process includes: a mission statement, a comprehensive plan, Goals **2012**, Action Agenda, administrative policies, budget guidelines, department goals and objectives, and the capital improvement program.

Mission Statement

A mission statement for the Boca Raton City Organization has been developed emphasizing ***SERVICE***.

Safety in the Community

Environmentally Conscious

Recreational Opportunities

Valued Employees

Involvement of Citizens

Customer Service

Economic Stability

Comprehensive Plan

The City's Comprehensive Plan provides long-range policy guidance for orderly social, economic and physical growth in Boca Raton. The comprehensive plan contains goals, objectives and policies to guide the City for the next fifteen years.

The plan establishes adopted levels of service standards for roads, sanitary sewers, solid waste, drainage, potable water, parks and recreation facilities, mass transit and roads and public transit. A concurrency management system has been established to ensure that public facilities and services needed to support development are concurrent with the impacts of such development under the comprehensive plan.

Goals 2012

The City Council and staff hold a strategic planning session annually at the beginning of the budget process where the City Council reviews current goals and objectives and identifies goals for the next five years. The Boca Raton Goals for **2012** include:

- Financially Sound City Government
- Top Quality Municipal Services
- Strong Partnership with Our Stakeholders

Action Agenda

At the strategic planning session where City Council establishes the Goals for the next five years, they also set objectives for the following fiscal year towards achieving the five-year goals. These objectives are known as *"Action Agendas"*. The City's action agenda contains specific plans and timetables for coordinating and completing the City Council objectives for the fiscal year. A status report is prepared monthly to provide City Council with updates and monitor the progress of specific projects. The Policy Action Agenda for fiscal year **2007-08** include:

- Workforce Housing Policy Direction and Strategy
- Downtown Vision and Spine Direction
- FAU Strategy
- FAU / Boca Raton Community Hospital Project
- Light Industrial Research Interim Guidelines
- FAU / I-95 Interchange
- Retirement / Pension Cost Containment Strategy
- Wildflower Property Direction and Actions

Policies

The City has established Administrative Policies in operations, revenues, cash management and investments, debt, reserves, capital improvements program, accounting and financial reporting, organization and financial stability to provide a framework in the development of current activities and planning for future programs. These policies determine how the resources of the City are obtained, managed, allocated and controlled. The specific administrative policies are contained in the Introduction section page 35 of this document.

Budget Guidelines

Each year departments are provided budget guidelines by the City Manager based on the City's goals and action agenda. Due to statewide initiative by the Florida Legislature to provide property tax relief to its residents and the uncertainty of its fiscal impact on the City's operations, departments were faced with significant challenges in the preparation of a balanced budget for FY 2007-08. This fiscal year's guidelines required departments to address spending cuts. In addition to the fiscal guidelines, the departments prepared budgets, which continue to evaluate operations to improve service and gain efficiencies, continue to be responsive to the needs of the community, and continue to support the City's mission and value statements. See an expanded explanation starting on *page 39* "The Budget Process".

Departmental Goals & Objectives

Each department has a mission/vision statement that relates to achieving the City's mission. In addition, departments are required to prepare goals and objectives based on the City Council goals and action agenda, which are developed at the annual strategic planning session. The departmental goals and objectives are specific operational actions that coincide with accomplishing the City Council goals and administrative plans.

Capital Improvements Program

The Capital Improvements Program (CIP) is a six-year plan for infrastructure and major equipment acquisition is updated annually to support the City's mission, goals and action plans. The City incorporates the CIP into "The Budget Process" on *page 39* and the "CIP Operational Impact" on *page 246* of this document.

The City of Boca Raton Administrative Policies

The City of Boca Raton Administrative Policies provides the basic framework for the overall fiscal management of the City. The policies consist of: operating, revenue, cash management and investments, debt, reserve, capital improvements program, accounting and financial reporting, organizational and financial stability. These policies are used in the development of current activities and planning for future programs.

Operating Budget Policies

1. The City's budget will support City Council goals, objectives and policies in meeting the needs of the community.

    - Public involvement is provided through 2 strategic planning sessions, 1 budget workshop and 2 public hearings prior to the adoption of the budget.

    - The City Council updates the City's Goals and Action Agenda at a strategic planning session. See *page 72* "Strategic Initiatives".

    - All departmental budgets are prepared to support the City Council goals within the budget guidelines as established by the City Manager.

2. The City will continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet.

    - The City's Motor Pool Fund maintains 800 vehicles on an ongoing basis.

    - The City Council approved the replacement of 24 vehicles at a cost of $638,500 in 2007-08.

    - The Approved Capital Improvements Program (CIP) includes infrastructure improvement projects as part of the Capital Improvement Element of the Comprehensive Plan.

3. The City will continuously evaluate its service delivery system according to established efficiency and effectiveness criteria.

    - The City's contracted internal auditor has reviewed a number of operations in which the City is in the process of improving. These areas include:
        Golf Courses
        Motor Pool
        Insurance
        Facilities Maintenance
        Building Permits

The City will evaluate its use of intergovernmental service contracts to preclude unwarranted duplication of services in overlapping jurisdictions and assure an effective and efficient service delivery system to the community.

    - The City is working with the Greater Boca Raton Beach & Park District (BPD), Florida Inland Navigational District (FIND), Palm Beach County, Boca Raton Community Redevelopment Agency (CRA) and many other agencies to ensure services are provided at a minimum cost to taxpayers.

4. The City will comply with mandatory Federal, State and local laws and when appropriate will comply with industry and professional requirements or standards.

    - The City is in compliance with all Federal, State and local laws and regulations.

5. The operating impacts of the Capital Improvements Program (CIP) projects will be reviewed prior to any project being included in the operating budget.

    - The CIP includes $336,595,400 of projects with an estimated $164,000 operational impact on the City.

6. The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.

    - The City has implemented a new state of the art financial system to ensure continued budgetary controls over revenue and expenditure accounts. This system is Year 2000 compliant.

7. The City will prepare its Budget using a Balanced Budget; each fund's revenues plus other sources equals its expenditures/expenses plus other uses.

    - The City approved a balanced operating budget for all its funds for 2007-08.

Revenue Policies

1. The City will attempt to maintain a diversified and stable revenue system to avoid reliance on any one revenue source and will attempt to minimize the dependence on property taxes.

    - Ad Valorem taxes represent 31.2% of the General Fund revenues in 2007-08 compared to 37.2% in 2006-07.

2. The City will pursue alternative revenue sources as an additional source of funds.

   - The City has budgeted to collect $63,570,500 from grants and shared revenues in 2007-08.

3. The City will establish all user charges and fees to recover the partial or full cost of providing a service.

   - The City increased the majority of user fees by an average 5%.

   - The City implemented, in 2006-07, a fire assessment fee to recover a portion of the operating costs related to fire-rescue services.

4. The City will review fees/charges periodically to ensure they are fair and equitable to all users.

   - The City conducts a User Fee study on a regular basis to ensure that charges are fair and equitable.

5. The City will consider market rates and charges levied by other public and private organizations for similar services in establishing fees.

   - The City surveys public and private organizations to ensure new and existing fees are competitive with market rates.

6. The City will dedicate 1% of the public service tax, excluding telephones, and a percentage of the property taxes collected as a source of funds for the Capital Improvements Program (CIP).

   - In 2007-08 the City has budgeted to contribute $5,469,000 of public service taxes and 15% of Ad Valorem taxes $8,765,400 to the CIP.

7. The City will dedicate 1% of the public service tax collected as a source of funds for the Rights-of-Way Beautification Programs for capital improvements and maintenance.

   - The City has budgeted to contribute $2,340,400 of public service taxes to the Beautification Program.

Cash Management and Investment Policies

1. The City will follow its adopted investment/ portfolio policy when handling public funds. The investment/portfolio policy is contained in a separate document.

   - The City strictly adheres to its investment policy. In 2006-07 the City's average monthly investment portfolio was $209,032,897.

2. The City will collect revenues aggressively, including past due bills of any type and may utilize an outside collection agency to accomplish this.

   - The City utilizes a third party collection agency for the collection of past due bills.

3. The City will deposit all funds within twenty-four (24) hours of receipt.

   - The City utilizes three lockbox operations and ACH deposits in the collection of revenues. All individual cash receipts are deposited within 24 hours.

4. The Financial Services Department will prepare and present an investment report to the City's Financial Advisory Board on a quarterly basis to review the City's investment/portfolio activities.

   - The Financial Services Department presents an investment report to the City's Financial Advisory Board for the quarters ended December, March, June and September each year.

Debt Policies

1. The City will seek to maintain its current AAA bond rating to minimize borrowing costs.

   - The City maintained an AAA rating on its General Obligation bonds.

   - The City became one of the first Florida cities to receive a AAA rating from all three rating agencies.

2. The City will review and evaluate its existing debt obligations and future borrowing needs annually.

   - The City constantly monitors all existing and potential debt obligations for future impacts to the City. *(See Debt Administration Section of this document located on page 236)*

3. The City will not issue long term debt to finance current operations.

   - The City has not issued any debt to finance current operations.

4. The City will publish and distribute an official statement for each bond and note issued.

   - The City publishes an Official Statement with every bond or note issued by the City.

   - The City competitively bid all bond issues wherever feasible.

5. The City will adhere to the bond covenant requirements of each debt issuance.

   - The City strictly adheres to the requirements of all bond covenants. This information is audited annually by the City's external auditors.

   - The City does not have a legal debt limit.

6. Capital projects financed by the issuance of bonded debt will be financed for a period not to exceed the expected useful life of the project.

   - The City has not issued any bonds with an expected life longer than the useful life of a project.

   - The Public Safety Communication System Revenue Bonds were issued for a period of 10 years which coincides with the expected life of the system.

Reserve Policies

1. The City will maintain a reserve in the General Fund which represents a minimum of 10-15% of operating expenditures.

   - The City's undesignated General Fund balance as of September 30, 2006 was 24%.

2. The City will maintain a reserve in the Water & Sewer and Golf Course which represents forty-five (45) days of the funds' operating expenditures.

   - The City Water & Sewer Fund had the following operating reserves as of September 30, 2006:

Water & Sewer System	$4,278,813

3. The City will maintain all debt service reserve amounts as required by bond covenants.

   - The City maintained the following debt service reserves as of September 30, 2006:

General Debt Service Fund	$ 290,843
Ocean Strand	1,510,000
Water & Sewer	12,132,416

Capital Improvements Program (CIP) Policies

1. The City will develop and update a six-year Capital Improvements Program on an annual basis.

   - The City approved a $336,595,000 CIP for FY 2007-08 / 2012-13.

2. All projects in the Comprehensive Improvement Element (CIE) of the City's Comprehensive Plan will be included in the Capital Improvements Program.

   - The City's CIP includes all projects mandated by its Capital Improvement Element.

3. The City will dedicate 1% of the public service tax, excluding telephones, and a percentage of the property taxes collected as a source of funds for the Capital Improvements Program.

   - In 2007-08 the City has budgeted $5,469,000 of public service taxes for the CIP.

4. In the development of the Capital Improvements Program, the City will review the operational impact of each project.

   - The approved 2007-08 / 2012-13 CIP includes operational impacts of $164,000.

5. The Capital Improvements Program committee will review and evaluate each project, based on an established criteria, prior to any project being included in the Capital Improvements Program.

   - The CIP review committee annually evaluates potential projects based on established criteria *(See CIP Operational Impact section on page 246 of this document).*

   - The CIP includes capital expenditures for those projects with a useful life span of 10 years and a cost of at least $35,000.

   - The CIP includes non-routine capital expenditures

Replace Police Services Building	$32,000,000
New/Remodeled Fire Stations	10,670,000
Downtown Library	8,500,000
Countess de Hoernle Park	25,000,000

6. A report on the current status of Capital Improvement Projects will be presented to City Council on a quarterly basis.

   - The City presents 4 quarterly CIP Newsletters to the City Council to provide an ongoing update on various projects throughout the City.

Accounting and Financial Reporting Policies

1. An independent audit will be performed annually.

   - The City received an Unqualified Audit Report.

2. The City will produce comprehensive annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) within 180 days of the end of the fiscal year.

   - The City presented the 2006 CAFR on April 23, 2007.

3. The City will maintain an accounting and financial reporting system that conforms to GAAP and State laws.

   - The City is in complete compliance with GAAP and State laws.

Organizational Policies

1. The City will review the organizational structure regularly to assure that residents receive the highest level of service in the most efficient manner.

   - The City constantly reviews the organizational structure to provide the most cost-effective services to residents.

2. The City will be committed to maintaining and improving the productivity of staff through a productive working environment, appropriate equipment, necessary training, and adequate supplies and materials.

   - The City has budgeted $651,900 for education, travel and training in 2007-08.

3. Employee compensation will be reviewed regularly to ensure the City is competitive with comparable public entities.

   - The City constantly monitors compensation & benefit packages offered to employees to ensure the City attracts and retain the most qualified professional staff.

Financial Stability Policies

1. The City will update its Long-Range Financial Plan on an annual basis.

2. The City will hold a strategic planning session annually to review long-range goals of the City and to identify goals and objectives for the upcoming fiscal year.

   - The City conducts a 2-day strategic planning session, with staff and citizen input, prior to the beginning of the budget process. The City Council updates the City's goals and specific "Action Agenda Items" for the upcoming fiscal year. (See *page 12* of this document) and *page 72* "Strategic Initiatives".

3. The City will review and evaluate its existing debt obligations and future borrowing needs annually.

   - The City constantly monitors all existing and potential debt obligations for future impacts to the City. *(See Debt Administration Section of this document located on page 236)*

4. The City will prepare and update its six-year Capital Improvements Program annually.

   - The City approved a $336,595,000 CIP for FY 2007-08 / 2012-13.

5. The City will continuously monitor revenues and expenditures to ensure responsible fiscal management of the City.

   - The City has a computerized online monitoring program to track all revenues and expenditures. In addition, detailed monthly analysis statements are provided to all departments.

The City of Boca Raton Budget Process

THE BUDGET: THE PROCESS BEGINS

The budget process is key to the development and implementation of the City of Boca Raton's strategic planning. The planning process is designed to assist City's management in the development of long-term and short-term plans to ensure that Boca Raton remains a unique community providing a superior quality of life to its residents.

The budget process itself begins in the month of March prior to the coming fiscal year. During this time, OMB collects information on expected revenue as well as fixed costs and uncontrollable changes in expenditures. The Mayor and City Council hold goal setting (strategic planning) sessions in the month of April. During the sessions the Mayor and City Council and City staff collaborate on establishing a mission and broad goals for the community and articulate their priorities for the future and the coming fiscal year.

The Mayor and City Council's feedback from the goal setting provides the groundwork and starting point for staff to begin framing the Operating and Capital Improvement Plan (CIP) budgets.

Budget Definition

The budget process consists of activities that encompass the development, implementation, and evaluation of a plan for the provision of services and capital assets.

4 key characteristics of budgeting:

- Incorporates a long-term perspective
- Establishes linkages to broad goals
- Focuses budget decisions on results and outcomes
- Promotes effective communication with stakeholders

The budget process is not simply an exercise in balancing revenues and expenditures one year at a time, but is strategic in nature, encompassing a multi-year financial and operating plan that allocates resources on the basis of identified goals. A good budget process moves beyond the traditional concept of line-item expenditure control, providing incentives and flexibility to managers that can lead to improved program efficiency and effectiveness.

The budget is balanced budget, that is, revenues and other sources equal expenditures/expenses and other uses. This is mandated by Florida Statutes. Therefore, City Code requires the Council to adopt, by ordinance, the budget on or before the thirtieth day of September of each year for the coming fiscal year. The fiscal year for the City of Boca Raton begins on October 1 of each year and ends September 30 of the following year.

Mission of the Budget Process

The mission of the budget process is to help decision-makers make informed choices about the provision of services and capital assets and to promote stakeholder participation in the process. It also reports to stakeholders on services and resource utilization, and serve generally to enhance the stakeholders' view of government.

The Mission of the City is to provide the highest quality of service to the community through responsible use of public resources to enhance our unique quality of life.

The Vision of the City is to ensure that Boca Raton will be known as the premier community in which to live, work and play. The City of Boca Raton will be recognized as a world-class local government by its commitment to performance and leadership.

Our ***Mission*** and ***Vision*** directly link to the ***Goals of the City of Boca Raton:***

- ***Financially Sound City Government***
- ***Top Quality Municipal Services***
- ***Strong Partnership with our Stakeholders***

The budget process supports the implementation of the above. The importance of this aspect of the budget process cannot be overstated. Regular and frequent reporting is necessary to provide accountability, educate and inform stakeholders, and improve their confidence in the government. Communication and involvement are essential components of every aspect of the budget process.

The budget process should accomplish the following:

- Involve stakeholders
- Identify and obtain stakeholder support for the overall budgeting process
- Achieve stakeholder acceptance of decisions related to goals, services, and resource utilization
- Implement goals and objectives supporting the mission and vision

Principles and Elements of the Budget Process

The budget process implements four broad principles. Each of the principles of the budget process incorporates components or elements that represent achievable results. These elements help translate the guiding principles into action components.

Individual budgetary practices are derived from these elements and are a way to accomplish the elements. The principles and elements provide a structure to categorize budgetary practices.

1) Establish Broad Goals to Guide Government Decision-Making – A government should have broad goals that provide overall direction for the government and serve as a basis for decision-making.
   a) Assess community needs, priorities, challenges and opportunities
   b) Identify opportunities and challenges for government services, capital assets, and management
   c) Develop and disseminate broad goals

2) Develop Approaches to Achieve Goals – A government should have specific policies, plans, programs, and management strategies to define how it will achieve its long-term goals.
   a) Adopt financial policies
   b) Develop programmatic, operating, and capital policies and plans
   c) Develop programs and services that are consistent with policies and plans
   d) Develop management strategies

3) Develop a Budget consistent with Approaches to Achieve Goals – A financial plan and budget that moves toward achievement of goals, within the constraints of available resources, should be prepared and adopted
   a) Develop a process for preparing and adopting a budget
   b) Develop and evaluate financial options
   c) Make choices necessary to adopt a budget
      i) When funding needs exceed the City's funding limits, remedies may be one or more of the following: reduce base budget, identify new revenues, outsource functions, employ process management tools, and/or form partnerships with other City programs or non-profit organizations.

4) Evaluate Performance and Make Adjustments – Program and financial performance should be continually evaluated, and adjustments made, to encourage progress toward achieving goals.
   a) Monitor, measure, and evaluate performance
   b) Make adjustments as needed

Budget Roles and Responsibilities

Every employee of the City of Boca Raton plays a part in the City's budget – whether in its formulation, preparation, implementation, administration, or evaluation. Ultimately, it is the City Manager who is accountable to the City Council for the performance of personnel in meeting the City's broad goals and policy agenda priorities (see *page 72* of the Strategic Initiatives section).

Below, we identify the specific responsibility(s) of the key personnel in the budget process:

The ***Mayor and City Council*** initially set the direction for the budget by establishing the City's goals during its Goal Setting sessions. The Mayor and City Council are responsible for reviewing the City Manager's proposed budget and final adoption of the budget.

The ***City Manager*** and the ***Office of Management and Budget Director*** are responsible for reviewing the total financial program and submitting a balanced Citywide proposed budget, which supports the Mayor and City Council's broad goals and priorities established at its Goal Setting Session (strategic planning).

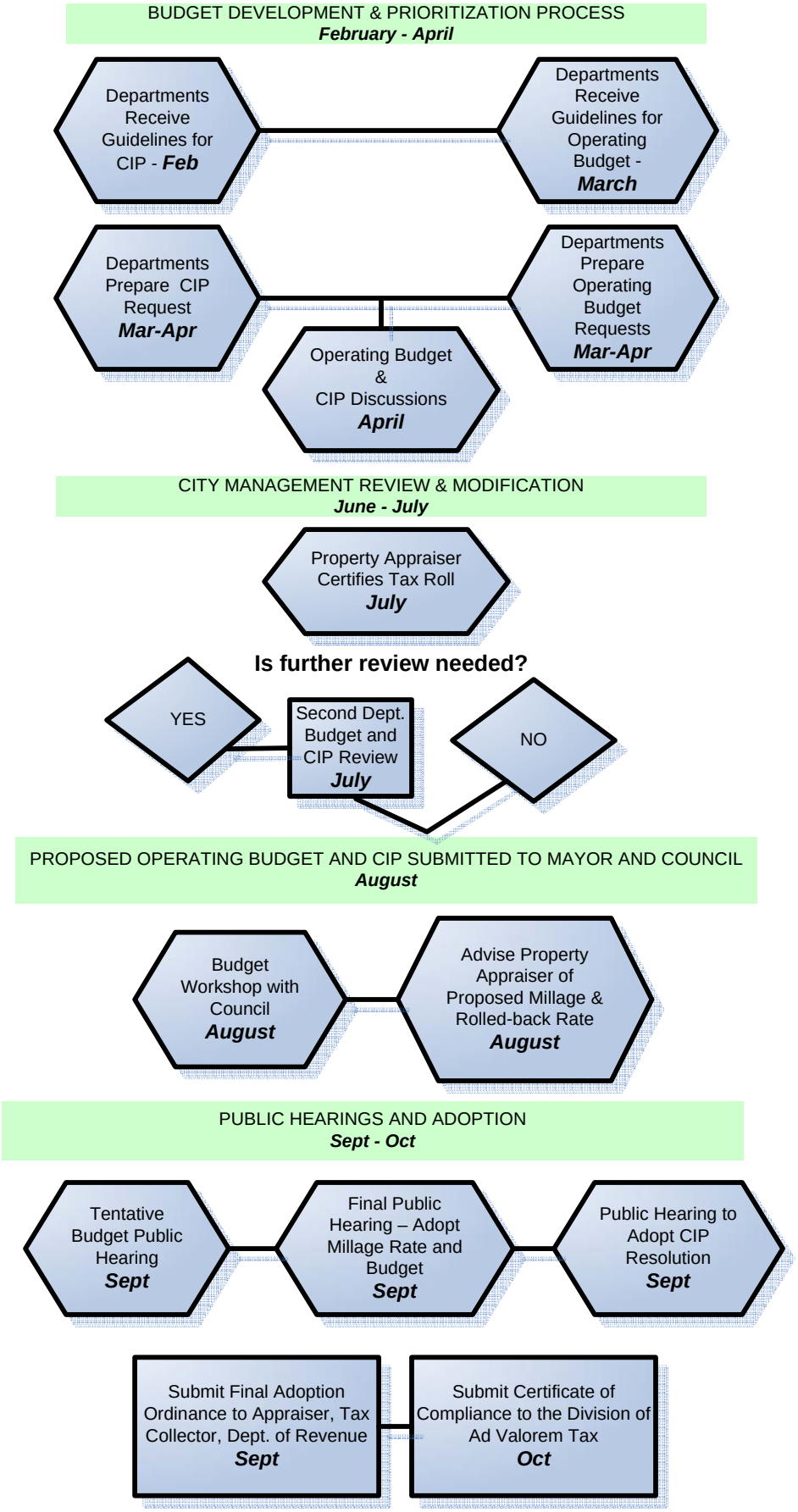
The Office of Management & Budget Director is responsible for preparing the short-range revenue and expenditure forecasts, calculating user and indirect cost rates, developing the process and related forms for preparing the budget, providing budget training sessions to the department personnel, coordinating the compilation of budget data, analyzing operating and capital budget requests, evaluating the budget requests from departments and preparing budget review materials for the City Manager, Deputy City Manager, Assistant City Manager, Mayor and City Council.

Each ***Department*** is responsible for assembling their program data into a cohesive budget information package. The Department is also responsible for preparing an estimate of remaining cost requirements for the current fiscal year, projecting the budget requests for the next fiscal year, and developing other requests that change or revise the program so that it will be more effective, efficient, productive and economical.

The City departments have ***Budget Liaisons*** and ***CIP Liaisons*** that coordinate the budget within their respective departments. The Budget Liaison serves as the vital communication link between their department and their ***OMB Department Representative*** on matters related to their specific operating budget. The OMB Department Representative is responsible for coordinating information, checking to see if forms are completed properly, making sure that all internal review processes meet timelines, and serving as troubleshooters for problems throughout the budget process. The CIP Liaison essentially serves the same role as the Budget Liaison; however, their focus is on the coordination of capital projects and multi-year capital planning with the OMB staff. In many cases the same individual serves as both the departmental Budget Liaison and CIP Liaison.

CIP Committee, comprised by the City Manager, Deputy City Manager, Assistant City Manager, OMB Director & staff and Department Heads, meets the last week of April. Department Heads present their CIP requests to the Committee, who in turn ask questions of the specific projects. This process results in a comprehensive CIP Program. It provides for compressed review time, citywide involvement, and comprehensive review in one setting. The desire is to ease the budget process while enhancing the departmental involvement.

FLOWCHART OF THE 2007-08 BUDGET AND CIP PROCESS



Budget Calendar

Prior to beginning the budget process, the Office of Management and Budget (OMB) updates the City's budget instruction manual for new-year changes to assist departments with their budgets. The budget process is fully computerized and accessed by each department via the City's computer network. The OMB enters all departmental fixed costs (including salaries and benefits) into the budget system to minimize the departmental time required to prepare budget requests. Departments are responsible for preparing budget requests for any new programs or new personnel. The budget instruction manual contains the procedures for calculating salaries, social security, pension, health insurance, telecommunications, workers' compensation, electricity and many other operating costs. The budget requests are submitted online in forms developed by the OMB to maintain consistency. Departments enter specific expenditure requests directly "on line" into the computer. To assist departments in budgeting and planning, the areas where departments enter budget requests contain the previous five year's actual expenditures, the present year's approved budget, revised budget, total expenditures at 6 months and year-to-date, along with the department estimate, which follows the computer breakdown of the line items. The approved budget is required by City Code to include an outlook column for the following year. Therefore, the **2007-08** approved budget contains a column for the **2008-09** outlook.

In addition to requesting dollars, the departments must list, by division, their achievements of the previous year, goals and objectives for the coming year, performance measures and service levels. The achievements are actually the responses to the previous year's objectives. The division goals and objectives are required to be directly linked to the department's mission and the City's overall strategic plan. An objective should be capable of being achieved with committed resources, be consistent with established goals, be measurable, and represent improvement. The departments must also provide organization charts, which identify changes from the previous year. The above-mentioned items are included in both the proposed and final documents.

For use only in the Operating Budget are other informative packages. Departments provide certain revenue estimates that are based on historical trend analysis, past collection experience or actual cost to provide services that are recovered through user fees. Each year the departments submit requests for necessary capital outlay and capital improvement projects. Items that qualify as capital outlay are those that cost $1,000 and up and result in a fixed asset for the City. Each department submits requests in order of priority. These include cost and description, as well as justification for the need.

Items that qualify as capital improvement projects are those that cost at least $35,000 and have a useful life span of ten years. Capital Improvements Program (CIP) projects are forecast in the Six-Year CIP document. This allows the need to be known in advance. In addition, the Six-Year CIP contains a funding plan for the projects included. Each year the department must re-submit and rejustify the need for each project during the budget process. The projects are listed in order of priority and include cost and description. Approved capital outlay and capital improvements are incorporated into the budget. Another form contains any associated new personnel that the Department Head feels would be beneficial to the City. Justification and cost of salary, benefits and overhead are part of each personnel request. A summary of the City's CIP can be found on *page 246* of this document.

Capital Improvement Program Development and Prioritization and Process Phase

The Capital Improvements Program (CIP) development begins in conjunction with the City's operating budget. The CIP document is produced separate from the annual operating budget, adopted and approved by Resolution at the same public meeting for the adoption of the annual operating budget by City Ordinance. The CIP has the potential to significantly impact the annual operating budget; therefore the two must be created in unison. The CIP includes future operational and debt service impacts of the projects.

City Manager Review and Recommendation

The Departments submit their proposed Operating Budget along with their Capital Improvements Program Budget requests to OMB. The OMB staff compiles the information and provides the initial review of the material, which focuses on: ascertaining if the departments complied with the OMB's instructions, reviewing the mathematical accuracy and logic of the departmental budget and capital project requests, validation of performance measures and linkage to the City's strategic plan. The departments make changes to their budget per OMB's instructions. The City Manager, Deputy City Manager, Assistant City Manager, the OMB Director and staff, and the individual department meet to discuss proposed requests and assess whether the departmental budget proposals incorporate the City's strategic goals/initiatives.

Mayor and City Council Review and Adoption

The City Manager, Deputy City Manager, Assistant City Manager, and the OMB Director collaborate on the development of a recommended proposed Operating Budget and six-year Capital Improvements Program and submit to the City Council for review and adoption. The Mayor and City Council conduct a budget workshop to discuss the City Manager's Operating Budget and receive public input. Changes are made to the budget as per the Mayor and City Council's instructions. The proposed Operating Budget is then revised incorporating these changes. Two public hearings are held prior to September 30th. The final budget and property tax (millage) rate are adopted by ordinance at the second public hearing.

The Adopted Budget: The Process Continues

The adopted budget document contains less information than the proposed budget. The proposed version consists of more text and the different options that are available. The proposed budget receives review by City residents and organizations (our stakeholders). It is very detailed but easily understandable. In comparison, the final version is mainly a working document for the City departments. It regulates dollars to be spent on items and the source of those funds. Less information is contained therein since all decisions have been made and incorporated into the final budget.

The "Historical Summary," located on *page 60* is the summary of all funds City-wide for a four-year period beginning with FY **2003-04.** This chart includes expenditures and transfers related to departmental operating costs; it excludes reserves, depreciation and other interfund transfers.

A summary of the total "General Fund Operating" budget over a three-year period is found later in the budget summary section on *page 58*. Included in this table is the Actual Budget for 2005-06, the Approved and Revised budget for 2006-07, along with the Approved Budget for FY 2007-08.

The "Uses of Funds" chart includes all funds City-wide for the new fiscal year. It shows all transfers; therefore some double counting does occur. Depreciation is not included in this chart.

A complete discussion of the City's Debt Administration is contained on *page 236* of this document.

Financial Structure - Fund Accounting

The accounts of the City are organized on the basis of funds or account groups, each of which is a separate accounting entity. The operations of each fund are accounted for using a separate set of self-balancing accounts, which comprise its assets, liabilities, fund equities, revenue and expenditures or expenses. The various funds are grouped by type in the financial statements. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. The City uses the following fund types and account groups:

Governmental Fund Types -- Governmental fund types are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the general government not accounted for in some other fund.

- General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources except those that require accounting for in another fund.
- Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
- Debt Service Fund - The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, long-term debt principal, interest and related costs other than bonds payable from the operations of the enterprise funds and non-expendable trust fund.
- Capital Projects Funds - Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary funds.

Proprietary Fund Types -- Proprietary fund types are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds).

- Enterprise Funds - Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The costs of providing goods or services to the general public are financed or recovered primarily through user charges.
- Internal Service Funds - Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments of the City on a cost reimbursement basis.
- Fiduciary Fund Types - Fiduciary fund types are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. When these assets are held under the terms of a formal trust agreement, either a pension trust fund, a non-expendable trust fund or an expendable trust fund is used. The terms "non-expendable" and "expendable" refer to whether or not the government is under an obligation to maintain the trust principal. Agency funds generally are used to account for assets that the government holds on behalf of others as their agent.
- Trust and Agency Funds - Trust and Agency Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units and funds.

Major Funds

The **General Fund** is the general operating fund of the City. It is used to account for all financial resources except those that require accounting for in another fund.

The **Capital Improvements Program Fund** is used to account for infrastructure and major equipment acquisitions of the City.

The **Greater Boca Raton Beach & Park District Fund** (BPD) is used to account for the BPD reimbursement expenses of Red Reef Park, Patch Reef Park, Sugar Sand Park, Verde, FAU facilities, Ocean Strand, Swim and Racquet Center, Special Interest, BPD CIP.

The **Water and Sewer Enterprise Funds** are used to account for the provision of services to the residents of the City and some residents of the County.

The **Internal Service Funds** are used to account for the financing of goods or services provided by one department to other departments of the City on a cost reimbursement basis.

Account Groups

General Long-Term Debt Account Group - This account group is used to account for the outstanding principal balances of long-term debt and other long-term liabilities other than debt payable from the operations of the proprietary funds and non-expendable trust funds.

General Fixed Assets Account Group - This account group is used to account for all fixed assets of the City other than those accounted for in the proprietary funds and non-expendable trust funds.

Financial Reporting Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds and expendable trust funds are reported for using the current financial resources measurement focus and the modified accrual basis of accounting.

Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers revenues to be available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year. Revenue and other governmental fund financial resource increments are recognized in the accounting period when they become susceptible to accrual - that when they become both "measurable" and "available" to finance expenditures of the fiscal period.

Those revenues susceptible to accrual are property taxes, special assessments, interest revenue, public service taxes and franchise taxes. Licenses and permits, fines and forfeitures, charges for services and miscellaneous revenue are recorded as revenue when cash is received because they generally are not measurable until actually received. Where grant revenue is dependent upon expenditures by the City, revenue is recognized when the related expenditures are incurred.

All proprietary funds, non-expendable trust funds and pension trust funds are reported using the economic resources measurement focus and the accrual basis of accounting. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet.

Proprietary fund types, pension trust funds and non-expendable trust funds utilize the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The revenue of the Water and Sewer Enterprise Funds, which is based upon rates authorized by City Council, is determined by bimonthly cyclical billings to customers. Earned but unbilled revenue is accrued and reported in the financial statements. System Development Charges are considered non-operating revenue of the Water and Sewer Enterprise Funds.

The City's budgetary basis of accounting is the same basis of accounting used for financial reporting purposes.

The City has elected to not apply Financial Accounting Standards Board Statements and Interpretations issued after November 20, 1989, as permitted by GASB 34 Statement No. 20, Accounting and Financial Reporting for Proprietary Fund and Other Governmental Entities That Use Proprietary Fund Accounting.

Budgetary Control

Management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As a recipient of federal, state and county financial assistance, the City also is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. This internal control structure is subject to periodic evaluation by management and the City's internal and external auditors.

The City is required to undergo an annual single audit in conformity with the provisions of the Single Audit Act of 1984 and U.S. Office of Management and Budget Circular A-128, Audits of State and Local Governments. As a part of the City's Single Audit, tests are made to determine the adequacy of the internal control structure, including that portion specifically

related to federal financial assistance programs. This report disclosed no instances of material weaknesses in the internal control structure or significant violations of applicable laws and regulations. The information related to the Single Audit, including the schedule of federal and state financial assistance, findings and recommendations, and auditors' reports on the internal control structure and compliance with applicable laws and regulations are included in a separate report.

In addition, the City maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City's governing body. Activities of the general fund, special revenue funds, debt service fund and capital projects funds are included in the annual appropriated budget. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the department (by fund) level. The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. Encumbered amounts lapse at year-end. However, encumbrances generally are reappropriated as part of the following year's budget. All expenditures for other than personal services are controlled by a procurement system, which encumbers purchase orders against budgets prior to issuance to the vendors. Purchase orders are not issued until appropriations are made available.

Administrative budget transfers may occur upon approval of the City Manager as long as the fund budget is not increased. Budget amendments are submitted quarterly to Council for their consideration.

Budgetary Basis of Accounting

The system used by governments to determine when budget revenues have been realized and when budget expenditures have been incurred is known as the ***"Budgetary Basis of Accounting".***

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements, which govern the City's operations. The Governmental Fund Type Budgets for the City of Boca Raton are prepared on the current financial resources measurement focus and the modified accrual basis of accounting. Proprietary Fund Type Budgets are prepared using the economic resource measurement focus and the accrual basis of accounting. This process varies from generally accepted accounting principles as a result of provisions made to treat encumbrances as budgeted expenditures in the year of the commitment to purchase. Budgets in governmental funds are encumbered upon issuance of purchase orders, contracts or other forms of legal commitments. Encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures or liabilities. While appropriations lapse at the end of the fiscal year, the succeeding year's budget ordinance specifically provides for the reappropriation of year-end encumbrances which have become part of the City's approved budget for the subsequent year.

Budgets have been legally adopted on a basis consistent with generally accepted accounting principles (GAAP) for the General Fund, Special Revenue Funds and Capital Projects Funds. The City has chosen not to integrate the appropriated budget for the Debt Service Fund into the accounting system as the funds for the repayment of debt are derived primarily from interfund operating transfers. The City Manager is authorized to transfer budgeted amounts within departments within any fund; however, any revisions that increase the total expenditures of any department or fund must be approved by the City Council as part of a quarterly budget review process and are included in the reported budgetary data. The level of control for appropriations is exercised at the department (by fund) level.

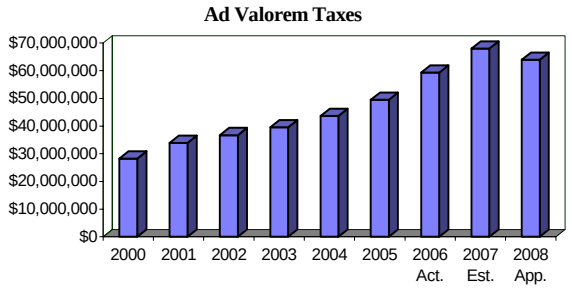
Budget Amendment Process

The budget may be amended in three ways. One-way transfers dollars between line items within a department. This is requested by the Department Head and approved by the City Manager on a budget transfer form. Secondly, budget amendments, which increase expenditures or the spending level of individual departments, are requested by the City Manager and approved by Council through quarterly budget ordinances after public hearings. The budget may also be amended by Automatic or Council reappropriations. Automatic reappropriations are made for encumbrances related to goods or services for which a contract or purchase order was issued but had not been paid prior to the end of the fiscal year. Council reappropriations amends the budget for funds which were budgeted and approved primarily for capital expenditures in the old year, but were not as yet encumbered at the end of the fiscal year. Both Automatic and Council reappropriations are approved by Council through budget ordinances after public hearings. All budget amendments are input and updated by the Office of Management & Budget personnel only.

Methodology of Revenue Forecasting

AD VALOREM TAXES

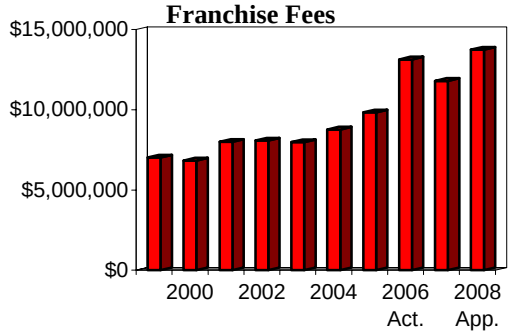
The City of Boca Raton taxes property owners based upon the assessed value of their property. The Palm Beach County Property Appraiser sets the assessed value of the property and certifies the tax roll to the City. The City then sets the millage rate at which the property owners are taxed. Each mill generates $1 of tax revenue for every $1,000 of assessed property value. For 2007-2008, the County Property Appraiser certified the City's taxable value at the amount of $20,367,876,263. This is an increase of $583,751,897 in the City's tax base over last year. In FY2007 the legislature approved a statutory cap on millage rates. The City's state mandated operating rate is 3.0200, which represents a 7% decrease over the rolled back rate of 3.2474.



In order to satisfy the criteria of not increasing taxes, the State of Florida's TRIM Bill (Truth in millage) mandates an adjustment in the millage to prevent local governments from receiving additional revenue as a result of increased assessments to existing properties. This adjusted millage is called the "rolled-back rate." The debt service portion of the millage is directly related to the cost to repay the City's voter-approved bonds. The City anticipates collecting $63,963,800 in 2007-2008, which is $4,016,000 less than 2006-2007. The Ad Valorem taxes for 2007-2008 are decreasing due to a reduction in the City's millage rate from 3.5886 to 3.3057, which is a 7.88% reduction.

FRANCHISE FEES

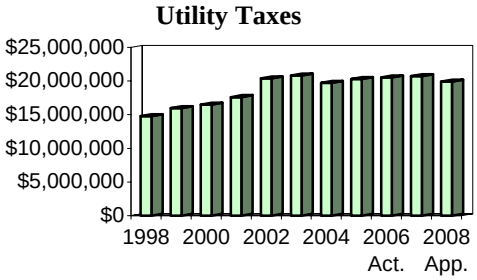
The City collects two types of franchise fees electric and natural gas. Effective October 1, 2001 the State of Florida



enacted a simplified tax structure for telecommunications, which repealed franchise fees for telephone and cable television. The revenue estimates are based on rate increase information received from the respective companies, expected growth and historical trends. Electric franchise fees generate the majority of franchise fee revenue. Oil and gas prices are very difficult to predict in the current economy. Oil prices, as well as supply and demand, will dictate revenue collections. The City anticipates instituting a new franchise fee for haulers of solid waste. The City anticipates collecting $13,740,000 in total franchise fees for 2007-2008.

UTILITY SERVICE TAX

The City has the right, by Florida State Law, to tax utility services provided to the residents and businesses within its corporate limits. The City is currently levying 10%, which is the maximum tax allowed, on electricity, water, natural gas, and liquid petroleum. Of this amount, 1% is dedicated to the Right-of-Way Beautification Program, 1% is for the Six-Year Capital Improvements Program, and the balance, 8%, is used for general City operations.



Effective October 1, 2001 the State of Florida has implemented a simplified tax structure for telecommunications, cable, direct-to-home satellite and related services. The State provided for a maximum rate to generate the same amount of revenue that the City previously received from telecommunication taxes. The City experienced a flattening in this revenue due to bundling of telephone services and Voice over Internet Protocol.

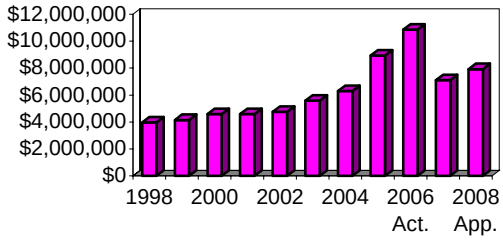
The revenue received from this tax is estimated based on rate increase information provided by the various companies, expected growth and historical trends. Utility taxes have been one of the City's strongest growth revenues since 1994. The City anticipates total utility taxes of $19,890,00 for fiscal year 2007-2008, which is a decrease of $800,000 over 2006-2007.

LICENSES & PERMITS

Professional and Occupational Licenses

The revenue received from issuing licenses to City businesses is estimated in 2007-2008 based on license costs, historical and recent collection trends. The City anticipates collecting $1,356,000 in 2007-2008, which is a decrease of $137,000 from the prior year.

Licenses and Permits



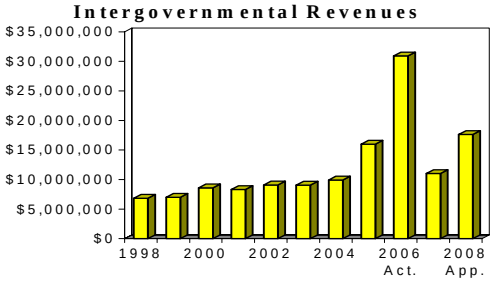
Building Permits and Other Licenses

The revenue generated by the various types of building permits is calculated by determining the amount of undeveloped land, anticipating new development and redevelopment, as well as the historical trend for improving existing buildings.

Historically, the City of Boca Raton has experienced an intense amount of building activity. But, as the availability of undeveloped land becomes scarcer, new commercial building activity has started to level off and will eventually start to decline. Since 1995, the City has experienced a significant amount of commercial property redevelopment and new residential construction. The 2005-2006 revenue increased substantially due to new processes that ensure proper valuation of building permits and robust building activity. Due to the effects of the last three hurricane events the City has experienced significant increases in the building permit activity. The 2007-2008 estimates flat growth in new construction and redevelopment than in the prior year.

INTERGOVERNMENTAL REVENUES

State Shared Revenue

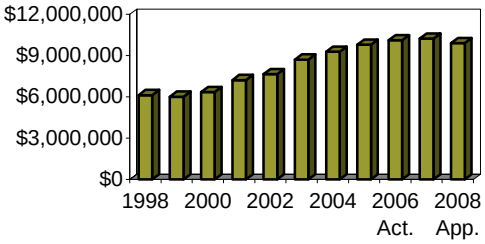


The City receives revenue from the State of Florida. The State provides the City with an estimate for the upcoming year. The State determines the distribution to the local governments based upon receipts, population and municipal assessed value per capita.

The City then budgets no more than 95% of the State estimate to allow for the possibility of actually receiving less. The City receives revenue from the State from the following sources: sales tax, cigarette tax, gas tax, mobile home licenses and State revenue sharing. In addition, the City receives funds from various State grants. In 2005–2006 the City received over $16,000,000 in FEMA funds for hurricane Wilma. Overall, the City has experienced strong increases in intergovernmental revenues during the latest economic expansion. This is due largely to strong sales tax collections. In 2007-2008 the sales tax revenues are anticipated to be $6,450,000.

CHARGES FOR SERVICE

Charges for Services



Miscellaneous User Fees

The City of Boca Raton charges fees to the users of various services. The charging of these fees ensures that the user of the service pays for the service and not the broad base taxpayer. The City expects to collect slightly less in user fees for fiscal year 2007-2008.

Culture-Recreation Fees

These user fees offset a portion of the costs associated with Parks and Recreation Department programs including tennis, libraries, beach stickers, athletics and various other programs.

Contributions from Enterprise Funds

The General Fund provides numerous administrative type services to the Enterprise Funds. The cost for these services is charged to each Enterprise Fund in the form of an "Administrative Services" fee. The actual fee charged is based upon the City's annual Cost Allocation Study.

Municipal Services Charge

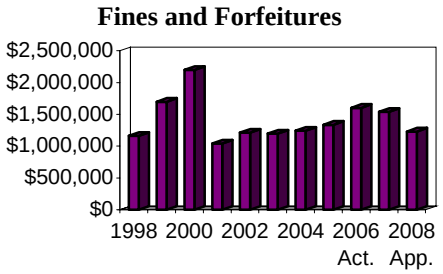
The Water and Sewer Enterprise Fund is charged annually for the municipal services (police, fire and sanitation) that it receives while being tax exempt. The Water and Sewer Plant facilities are located within City limits. The fee is calculated by applying the assessed value of the facility to the City's millage rate. (The Golf Course Enterprise Fund is not charged because the facility is outside the City limits and, therefore, does not receive municipal services.)

False Alarms

Charges to property owners to cover City costs for responding to excessive numbers of false police and fire alarms. Estimates for 2007-2008 false alarms are based upon recent collection trends and include a graduated scale for the amount of charges based on actual false alarms.

EMS Transport

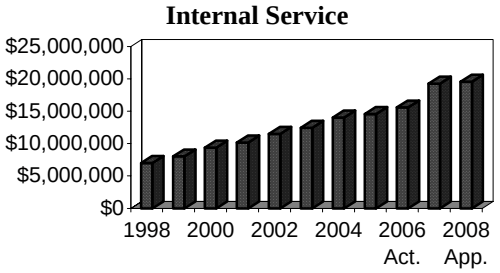
In 1995, the City's Fire/Rescue Services Department took over emergency medical services transport within the City's corporate limits. The City expects to collect $1,900,000 for EMS transports in 2007-2008. This amount is expected to increase approximately 5% annually and collection rates are anticipated to remain stable.



County Fines and Forfeitures

This revenue is the City's share of fines collected by the County for traffic offenses and misdemeanors. In 1996, the County implemented a strict enforcement and collection policy. This fiscal year less fines are anticipated.

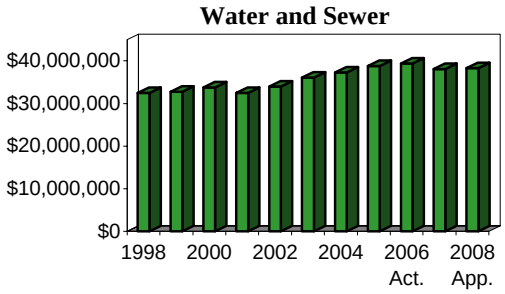
INTERNAL SERVICE FUNDS



The Internal Service Funds generate revenue by charging the City departments for services provided. The revenue generated is intended to cover all costs to operate the division. The Internal Service Funds are the Information Technology Fund and the Motor Pool Fund.

WATER AND SEWER FUNDS

Water and sewer rates are being increased 2.73%. (Consumer Price Index) in 2007-2008. The increase is to provide for maintaining existing service levels, continued operations, and maintenance of existing infrastructures and for the design and construction of water treatment plant expansion to meet new federal standards.



Total Water and Sewer Operating Fund revenues are anticipated to be $38,305,900 for 2007-2008. The City experienced a significant increase in revenues from Water and Sewer services when it increased rates 25.4% in 1998.

Water Sales

Revenues are estimated based upon three variables: (1) customer charge; (2) capacity charge; and (3) commodity charge -- estimated amount of water to be used based upon historical data and growth estimates. Growth in consumption estimates remains conservative for 2007-2008.

Sewer Service

Revenues are estimated for residential property based upon the number of bathrooms and commercial is based upon 100% of water use. Historical information and conservative growth estimates have been used for the 2007-2008 calculations.

Hydrant Rental

Revenue projections are based upon the annual "count" of hydrants served, which occurs each January. The City and the County are billed accordingly. The City expects to receive $1,301,000 for Hydrant Rental in 2007-2008.

Reclaimed Water Sales

These revenues are based upon estimates of the amount of reusable water to be sold. This is a relatively new revenue. New customers are brought on-line as the infrastructure is put in place. Revenue estimates are based upon expected usage by these customers. The City anticipates collecting $610,000 for installation and usage in 2007-2008.

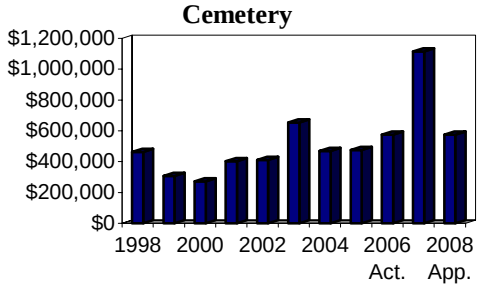
Water and Sewer Impact Fees

The "In City" and "Out of City" Impact Fees are charges to new customers for the additional burden they place upon the infrastructure. Conservative growth is anticipated in 2007-2008.

GOLF COURSE

The City of Boca Raton owns and operates one municipal and two executive golf courses. The courses generate revenue from users for annual permits, green fees, cart fees, driving range fees, and miscellaneous charges. The revenues at the City's golf courses have steadily increased since 1994. For 2007-2008, the City's golf courses are expected to generate revenues of $2,991,200.

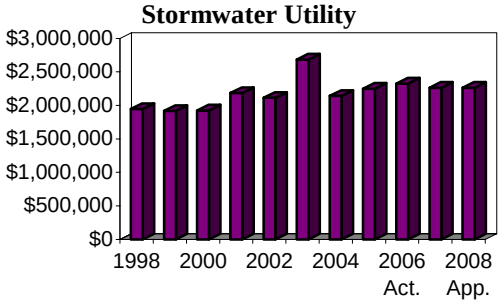
CEMETERY



The City of Boca Raton operates a municipal cemetery and maintains a mausoleum facility. The Cemetery increased fees in 1995-96 as part of a long-range plan to provide for the perpetual maintenance of the cemetery/mausoleum. The fees are adjusted annually to reflect CPI (Consumer Price Index) changes. In 2007 the City approved an operating transfer from the Perpetual Care Fund for $545,000 in mausoleum repairs.

STORMWATER UTILITY

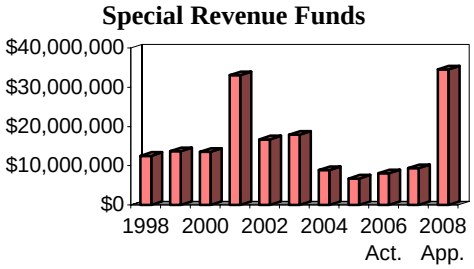
Stormwater Utility fees were established in 1994 to meet the Federal EPA requirements for NPDES (National Pollutant Discharges Elimination System) permit guidelines for water quality and for State mandates for drainage and flood control. Revenues are derived from a $2.90 monthly charge to all residential users and a calculated ERU (Equivalent Residential Unit) rate based on square feet to all nonresidential users. The stormwater fees are anticipated to generate approximately $2,265,000 2007–2008.



SPECIAL REVENUE FUNDS

The City generates special revenue funds from the Community Development Block Grant (CDBG), State Housing Initiative Partnership Program (SHIP), Beautification Fund, Law Enforcement Trust Fund and the Greater Boca Raton Beach and Park District.

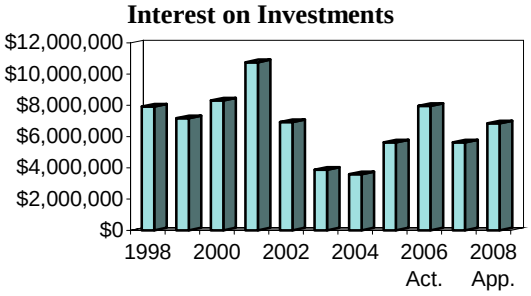
The CDBG and SHIP revenues are received from federal and state programs to provide housing opportunities for all Boca Raton citizens.



The Beautification Funds are derived from a 1% dedication of the Utility Service Tax.

The Greater Boca Raton Beach and Park District and the City of Boca Raton have a maintenance agreement for Red Reef Park, Patch Reef Park, Sugar Sand Park and the Racquet Club Tennis Facility. The first three parks were purchased and developed with revenue generated by the Greater Beach and Park District. The Racquet Club Tennis facility was acquired during 2000. The maintenance of these parks, as well as FAU, Verde, and Del Prado, is taken care of by the City and reimbursed by the Beach and Park District. The decreased revenue in 2005 is attributable to the completion of capital improvements. The 2008 anticipated increase is due to the Countess deHoernle Park development of $25,000,000.

INTEREST ON INVESTMENTS



The revenue generated from interest on investments is estimated based on the investment market and cash-flow forecasts. Interest income has fluctuated over the past years due mainly to variances in interest rates. The 2007-2008 interest income was projected using an interest rate of approximately 4.5% to reflect the current economic trend and projected fund balances/reserves. The City anticipates collecting $6,843,200 in 2007-2008.

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

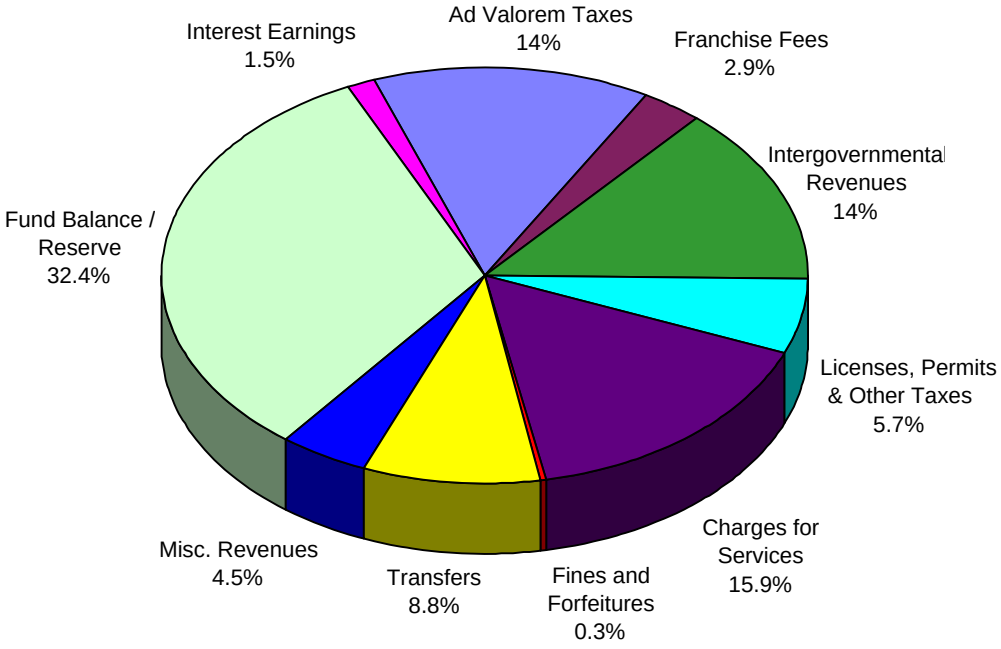
Sources of Funds
Fiscal Year 2007 - 2008

FUND DESCRIPTION	MILLAGE CITY	CURRENT AD VALOREM TAXES	FRANCHISE FEES	LICENSES & PERMITS, OTHER TAXES	INTER-GOVERNMENTAL REVENUES
GENERAL-OPERATING	2.5670	$ 49,670,200	$ 13,740,000	$ 27,920,600	$ 10,697,000
COMMUNITY DEVELOPMENT BLOCK GRANT		-	-	-	1,743,500
STATE & FEDERAL GRANTS		-	-	-	9,111,700
HOUSING ASSISTANCE TRUST		-	-	-	1,590,300
LAW ENFORCEMENT TRUST FUND		-	-	-	30,000
TRANSPORTATION		-	-	-	2,282,000
BEAUTIFICATION		-	-	-	-
GREATER BR BEACH & PARK DISTRICT		-	-	-	37,188,000
TAX INCREMENT BONDS-UTIL TAX		-	-	-	-
BOND SINKING	0.2857	5,474,400	-	-	-
RIGHT-OF-WAY ACQUISITION		-	-	-	-
ENVIRONMENTALLY SENSITIVE LANDS		-	-	-	-
FIRE IMPROVEMENT		-	-	-	-
LIBRARY IMPROVEMENT		-	-	-	500,000
CAPITAL IMPROVEMENTS PROGRAM	0.4530	8,765,400	-	-	4,880,000
DOWNTOWN INFRASTRUCTURE		-	-	-	-
LAND DEDICATION		-	-	-	-
DOWNTOWN LAND DEDICATION		-	-	-	-
STORMWATER UTILITY		-	-	-	-
WATER/SEWER OPERATING		-	-	-	-
WATER/SEWER SINKING		-	-	-	-
WATER/SEWER RENEWAL & REPLACEMENT		-	-	-	-
WATER/SEWER CIP BOND		-	-	-	-
WATER IMPACT		-	-	-	-
SEWER IMPACT		-	-	-	-
CEMETERY/MAUSOLEUM		-	-	-	-
GOLF COURSE		-	-	-	200,000
GOLF COURSE RENEWAL & REPLACEMENT		-	-	-	-
INFORMATION SERVICES		-	-	-	-
MOTOR POOL		-	-	-	-
WORKER'S COMPENSATION SELF INSURANCE		-	-	-	-
GROUP MEDICAL SELF INSURANCE		-	-	-	-
LIABILITY SELF INSURANCE		-	-	-	-
CEMETERY PERPETUAL CARE		-	-	-	-
MAUSOLEUM PERPETUAL CARE		-	-	-	-
COMMUNITY REDEVELOPMENT AGENCY		4,306,800	-	-	-
TOTAL CITY-WIDE:	3.3057	$ 68,216,800	$ 13,740,000	$ 27,920,600	$ 68,222,500

Sources of Funds
Fiscal Year 2007 - 2008

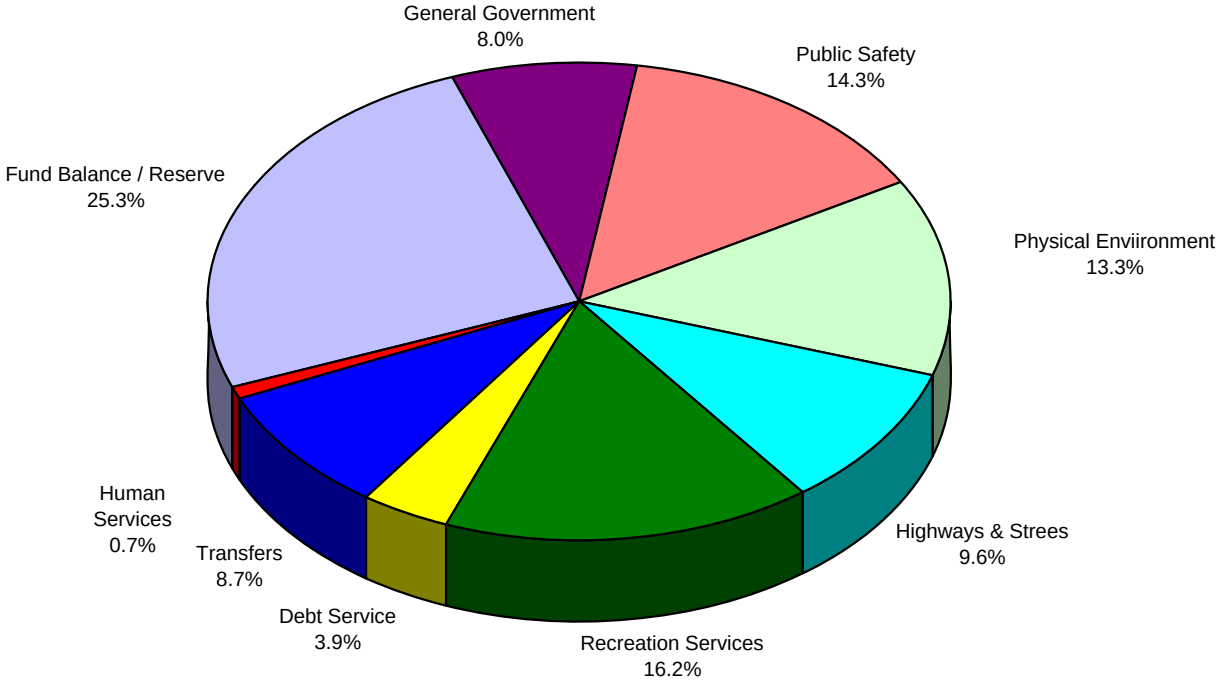
CHARGES FOR SERVICES	FINES AND FORFEITURES	MISC. REVENUES	INTEREST EARNINGS	OPERATING SUB TOTAL	TRANSFERS	BEGINNING FUND BALANCE/ RESERVE	TOTAL BUDGET
$ 10,809,600	$ 1,285,000	$ 145,100	$ 2,500,000	$ 116,767,500	$ 20,000	$ 42,211,600	$ 158,999,100
-	-	-	-	1,743,500	-	-	1,743,500
-	-	-	-	9,111,700	-	-	9,111,700
-	-	50,000	55,000	1,695,300	-	2,706,700	4,402,000
-	127,000	-	50,000	207,000	-	1,241,500	1,448,500
-	-	-	200,000	2,482,000	-	2,464,000	4,946,000
-	-	-	155,000	155,000	2,340,400	3,445,700	5,941,100
2,247,300	-	3,000	-	39,438,300	-	-	39,438,300
-	-	-	250,000	250,000	-	5,521,600	5,771,600
-	-	-	100,000	5,574,400	3,244,800	373,500	9,192,700
-	-	25,000	80,000	105,000	-	1,886,200	1,991,200
-	-	-	5,000	5,000	-	902,400	907,400
-	-	-	20,000	20,000	-	455,900	475,900
-	-	-	250,000	750,000	7,694,800	1,098,100	9,542,900
-	-	-	500,000	14,145,400	7,147,900	9,261,400	30,554,700
-	-	1,150,900	50,000	1,200,900	-	873,000	2,073,900
-	-	200,000	125,000	325,000	-	3,156,000	3,481,000
-	-	-	35,000	35,000	-	757,600	792,600
2,205,000	-	13,000	50,000	2,268,000	-	2,593,300	4,861,300
38,101,900	-	204,000	400,000	38,705,900	4,535,000	14,314,600	57,555,500
-	-	-	300,000	300,000	3,568,900	6,109,300	9,978,200
-	-	-	300,000	300,000	1,163,100	12,840,600	14,303,700
-	-	16,935,000	-	16,935,000	-	-	16,935,000
-	-	1,000,000	75,000	1,075,000	-	6,183,900	7,258,900
-	-	900,000	50,000	950,000	-	2,003,100	2,953,100
114,200	-	90,700	8,000	212,900	369,400	-	582,300
2,637,100	-	112,200	50,900	3,000,200	-	722,500	3,722,700
198,000	-	-	15,000	213,000	-	784,600	997,600
3,424,700	-	17,000	200,000	3,641,700	1,512,500	5,976,500	11,130,700
4,474,400	-	40,500	250,000	4,764,900	638,500	7,301,200	12,704,600
2,000,000	-	-	175,000	2,175,000	-	5,073,000	7,248,000
7,317,700	-	-	100,000	7,417,700	-	2,253,700	9,671,400
3,673,700	-	12,000	160,000	3,845,700	-	4,891,400	8,737,100
57,200	-	-	80,900	138,100	-	2,214,300	2,352,400
80,000	-	-	163,200	243,200	-	468,800	712,000
127,500	-	1,180,100	410,000	6,024,400	10,481,100	7,564,100	24,069,600
$ 77,468,300	$ 1,412,000	$ 22,078,500	$ 7,163,000	$ 286,221,700	$ 42,716,400	$ 157,650,100	$ 486,588,200

SOURCES OF FUNDS
CITY-WIDE
FISCAL YEAR 2007 - 2008



TOTAL SOURCES : $486,588,200

USES OF FUNDS
CITY-WIDE
FISCAL YEAR 2007 - 2008



TOTAL USES : $486,588,200

Uses of Funds
Fiscal Year 2007 - 2008

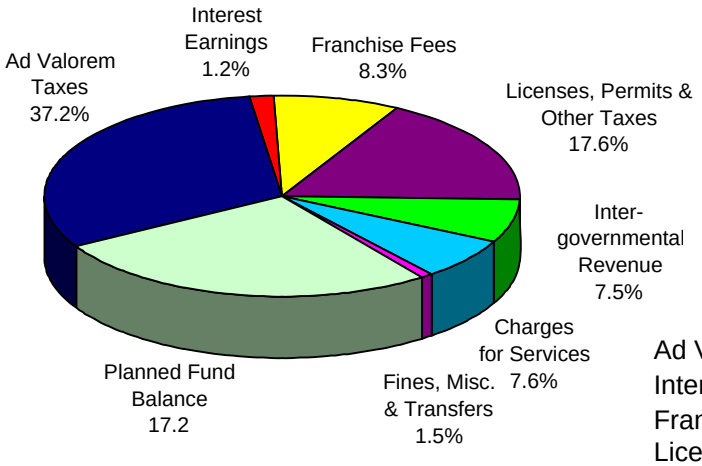
FUND DESCRIPTION	GENERAL GOVERNMENT	PUBLIC SAFETY	PHYSICAL ENVIRONMENT	RECREATION SERVICES	HIGHWAY AND STREETS
GENERAL	$ 15,628,300	$ 60,768,500	$ 5,350,800	$ 17,499,900	$ 10,236,800
COMMUNITY DEVELOPMENT BLOCK GRANT	-	-	-	-	-
STATE & FEDERAL GRANTS	-	56,700	2,875,000	200,000	5,980,000
HOUSING ASSISTANCE TRUST	-	-	-	-	-
LAW ENFORCEMENT TRUST FUND	-	436,200	-	-	-
TRANSPORTATION	-	-	-	-	4,025,700
BEAUTIFICATION	-	-	-	3,418,100	-
GREATER BR BEACH & PARK DISTRICT	-	-	-	39,438,300	-
TAX INCREMENT BONDS UTILITY TAX	-	-	-	-	-
BOND SINKING	-	-	-	-	-
RIGHT-OF-WAY ACQUISITION	-	-	-	-	-
ENVIRONMENTALLY SENSITIVE LANDS	-	-	-	470,000	-
FIRE IMPROVEMENT	-	-	-	-	-
LIBRARY IMPROVEMENT	-	-	-	9,050,000	-
CAPITAL IMPROVEMENTS PROGRAM	1,600,000	8,187,800	-	4,704,300	13,223,100
DOWNTOWN INFRASTRUCTURE	-	-	-	-	-
LAND DEDICATION	-	-	-	-	-
DOWNTOWN LAND DEDICATION	-	-	-	362,000	-
STORMWATER UTILITY	-	-	3,733,200	-	-
WATER/SEWER OPERATING	2,277,900	-	37,368,600	-	-
WATER/SEWER SINKING	-	-	-	-	-
WATER/SEWER RENEWAL & REPLACEMENT	-	-	11,003,700	-	-
WATER/SEWER CIP BOND	-	-	-	-	11,000,000
WATER IMPACT	-	-	3,484,000	-	-
SEWER IMPACT	-	-	1,000,000	-	-
CEMETERY/MAUSOLEUM	-	-	-	582,300	-
GOLF COURSE	-	-	-	2,797,900	-
GOLF COURSE RENEWAL & REPLACEMENT	-	-	-	281,400	-
INFORMATION SERVICES	5,692,800	-	-	-	-
MOTOR POOL	-	-	-	-	2,404,600
WORKER'S COMPENSATION SELF INSURANCE	2,366,600	-	-	-	-
GROUP MEDICAL SELF INSURANCE	7,587,200	-	-	-	-
LIABILITY SELF INSURANCE	3,698,400	-	-	-	-
CEMETERY PERPETUAL CARE	-	-	-	-	-
MAUSOLEUM PERPETUAL CARE	-	-	-	-	-
COMMUNITY REDEVELOPMENT AGENCY	301,200	-	-	-	-
TOTAL CITY-WIDE:	$39,152,400	$69,449,200	$64,815,300	$78,804,200	$46,870,200

Uses of Funds
Fiscal Year 2007 - 2008

HUMAN SERVICES	DEBT SERVICE	OPERATING SUB TOTAL	INTERFUND TRANSFERS	ENDING FUND BALANCE /RESERVE	TOTAL BUDGET
$ -	$ -	$ 109,484,300	$ 19,071,600	$ 30,443,200	$ 158,999,100
1,743,500	-	1,743,500	-	-	1,743,500
-	-	9,111,700	-	-	9,111,700
1,590,300	-	1,590,300	-	2,811,700	4,402,000
-	-	436,200	-	1,012,300	1,448,500
-	-	4,025,700	433,300	487,000	4,946,000
-	-	3,418,100	86,000	2,437,000	5,941,100
-	-	39,438,300	-	-	39,438,300
-	-	-	-	5,771,600	5,771,600
-	8,768,000	8,768,000	-	424,700	9,192,700
-	-	-	-	1,991,200	1,991,200
-	-	470,000	-	437,400	907,400
-	-	-	-	475,900	475,900
-	-	9,050,000	-	492,900	9,542,900
-	-	27,715,200	2,581,100	258,400	30,554,700
-	-	-	1,112,200	961,700	2,073,900
-	-	-	-	3,481,000	3,481,000
-	-	362,000	-	430,600	792,600
-	-	3,733,200	-	1,128,100	4,861,300
-	-	39,646,500	3,234,900	14,674,100	57,555,500
-	3,493,900	3,493,900	300,000	6,184,300	9,978,200
-	-	11,003,700	300,000	3,000,000	14,303,700
-	-	11,000,000	3,935,000	2,000,000	16,935,000
-	-	3,484,000	457,100	3,317,800	7,258,900
-	-	1,000,000	1,100,000	853,100	2,953,100
-	-	582,300	-	-	582,300
-	-	2,797,900	8,000	916,800	3,722,700
-	-	281,400	-	716,200	997,600
-	-	5,692,800	-	5,437,900	11,130,700
-	-	2,404,600	1,678,900	8,621,100	12,704,600
-	-	2,366,600	-	4,881,400	7,248,000
-	-	7,587,200	-	2,084,200	9,671,400
-	-	3,698,400	-	5,038,700	8,737,100
-	-	-	135,700	2,216,700	2,352,400
-	-	-	233,700	478,300	712,000
-	6,454,000	6,755,200	7,488,900	9,825,500	24,069,600
					-
$3,333,800	$18,715,900	$321,141,000	$42,156,400	$123,290,800	$486,588,200

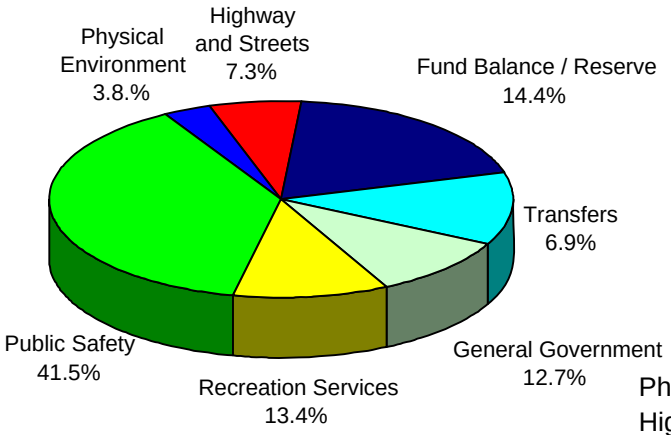
(1) General Fund's budget include an ending Planned Fund Balance equal to 5% of expenditures, which allows for necessary cash flow and possible emergencies, in addition, reserves are established for Hurricane/Disaster Emergency and Mizner Park Debt Service.
(2) Ending Fund Balance for these governmental fund types includes dollars that are unreserved for future appropriation and reserved due to bond covenants.
(3) Enterprise funds ending Retained Earnings are comprised of available cash for future appropriation as well as funds that are reserved to satisfy bond covenants.
(4) Ending Retained Earnings for internal service funds is unreserved for future appropriation.
(5) Reference to Retained Earnings with regard to self-insurance funds also includes revenues identified for incidents incurred but not reported. These funds have been accumulated over prior years and ensure fiscal soundness and ability to pay future potential claims.
(6) Ending Retained Earnings refers to the funds available for future appropriation.

Fiscal Year 2007 - 2008
General Fund Revenues



Ad Valorem Taxes	$	49,670,200
Interest Earnings		2,500,000
Franchise Fees		13,740,000
Licenses, Permits & Other Taxes		27,920,600
Intergovernmental Revenue		10,697,000
Charges for Services		10,809,600
Fines, Misc. & Transfers		1,450,100
Planned Fund Balance		42,211,600
	$	**158,999,100**

General Fund Expenditures



Physical Environment	$	5,350,800
Highway and Streets		10,236,800
Fund Balance / Reserve		30,443,200
Transfers		19,071,600
General Government		15,628,300
Recreation Services		17,499,900
Public Safety		60,768,500
	$	**158,999,100**

GENERAL FUND OPERATING

REVENUE SUMMARY

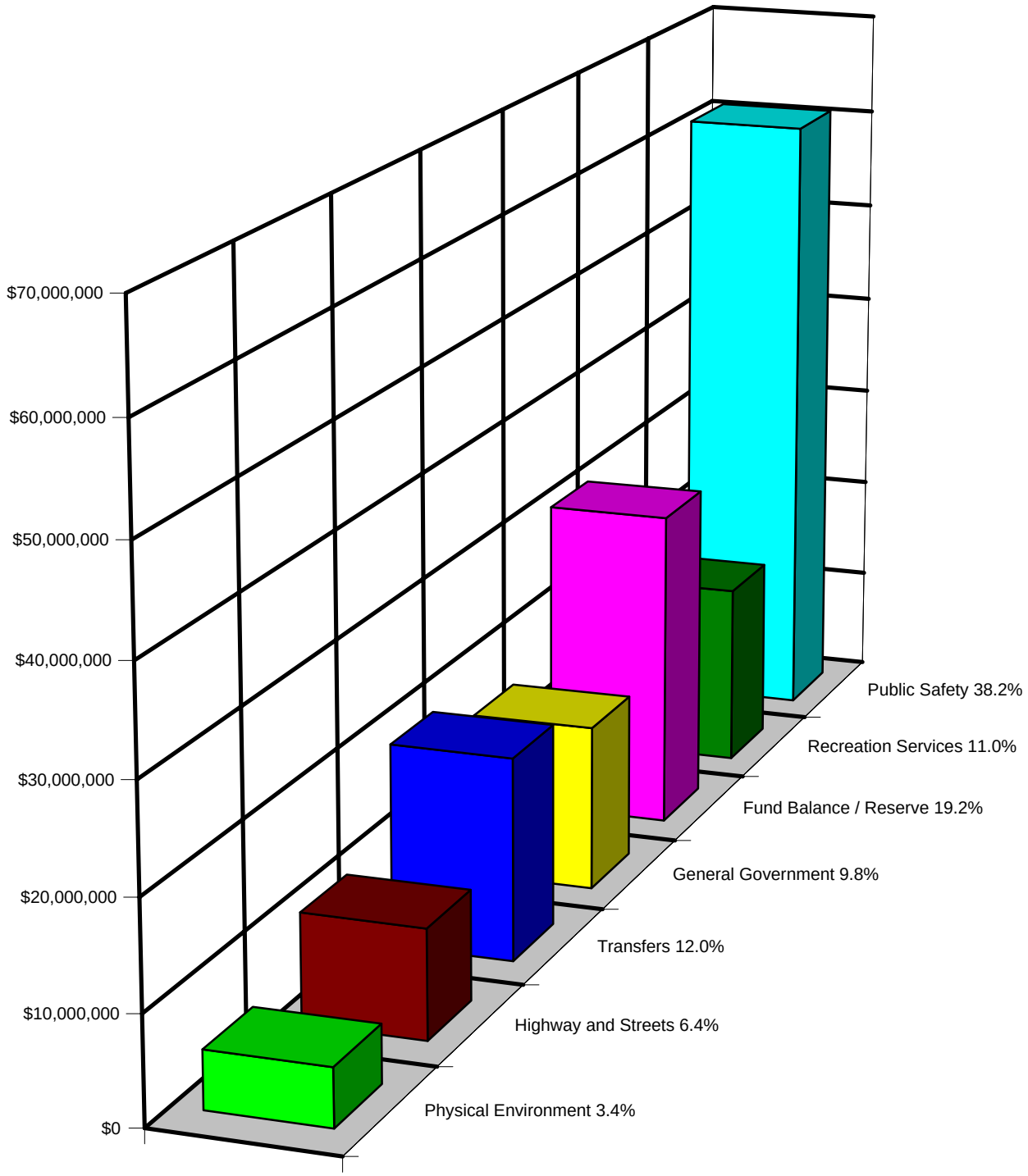
	ACTUAL 2005-06	APPROVED BUDGET 2006-07	REVISED 2006-07	APPROVED BUDGET 2007-08
Ad Valorem Taxes	$45,723,731	$53,135,300	$53,135,300	$49,670,200
Other Taxes	36,016,193	32,485,000	35,717,400	33,630,000
Licenses & Permits	10,922,739	7,213,700	7,213,700	8,030,600
Intergovernmental Revenue	30,867,793	10,672,000	10,801,900	10,697,000
Charges for Services	9,809,186	10,877,800	10,954,500	10,809,600
Fines & Forfeitures	1,622,883	1,581,200	1,581,200	1,285,000
Miscellaneous Revenue	2,441,559	2,310,500	2,320,800	2,645,100
Transfers	220,000	20,000	20,000	20,000
Fund Balance/Retained Earnings	28,467,757	24,568,700	26,010,800	42,211,600
TOTAL REVENUES	**$166,091,841**	**$142,864,200**	**$147,755,600**	**$158,999,100**

EXPENDITURE SUMMARY

	ACTUAL 2005-06	APPROVED BUDGET 2006-07	REVISED 2006-07	APPROVED BUDGET 2007-08
City Council	$254,707	$327,300	$327,300	$324,500
City Manager	3,176,888	3,610,200	3,697,700	3,016,500
City Attorney	783,718	944,700	979,700	977,700
Financial Services	2,058,486	2,388,800	2,406,400	2,838,200
Development Services	5,808,974	6,419,100	7,043,300	6,285,000
Police Services	27,074,406	29,032,900	31,226,600	30,019,700
Fire-Rescue Services	27,537,322	30,222,500	32,410,800	30,741,300
Municipal Services	13,270,083	15,781,700	16,261,900	15,587,600
Recreation Services	15,193,292	19,206,600	19,387,600	17,499,900
Non-Divisional	28,697,319	4,513,300	5,792,700	2,193,900
Transfers	4,315,093	9,784,500	10,984,500	19,071,600
Reserve	37,921,553	20,632,600	17,237,100	30,443,200
TOTAL EXPENDITURES	**$166,091,841**	**$142,864,200**	**$147,755,600**	**$158,999,100**

Note: Departmental transfers to the Motor Pool Fund for vehicle purchases are included in the Expenditure columns.

General Fund Expenditures



HISTORICAL SUMMARY OPERATING REVENUES

FUNDS	ACTUAL FY 2003-04	ACTUAL FY 2004-05	ACTUAL FY 2005-06	REVISED FY 2006-07	APPROVED FY 2007-08
Ad Valorem Taxes	37,316,677	45,122,000	45,723,731	53,135,300	49,670,200
Other Taxes	30,104,592	30,510,000	36,016,193	35,717,400	33,630,000
Licenses & Permits	9,022,792	7,454,700	10,922,739	7,213,700	8,030,600
Intergovernmental Revenue	16,200,046	10,507,600	30,867,793	10,801,900	10,697,000
Charges for Services	9,450,827	11,557,600	9,809,186	10,954,500	10,809,600
Fines & Forfeitures	1,354,587	1,552,300	1,622,883	1,581,200	1,285,000
Miscellaneous Revenue	1,175,570	1,495,100	2,441,559	2,320,800	2,645,100
TOTAL GENERAL FUND	**104,625,091**	**108,199,300**	**137,404,084**	**121,724,800**	**116,767,500**
Federal Grants	408,013	787,240	1,423,100	1,423,100	7,219,200
Shared Rev/Local Unit	12,263,096	11,869,574	39,946,600	39,946,600	37,686,000
State Grants	882,963	805,549	788,800	788,800	4,758,300
Program Income	222,209	508,092	75,000	75,000	50,000
Court Cases	1,752,811	311,279	50,000	50,000	127,000
Local Option Fuel Tax	2,201,398	2,298,753	2,310,000	2,310,000	2,282,000
Culture-Recreation	1,894,841	2,111,830	2,212,400	2,212,400	2,247,300
Interest Earnings	329,126	598,917	745,000	745,000	710,000
Other Misc Revenues	30,748	319,487	-	14,200	3,000
Total Special Revenue	**19,985,205**	**19,610,721**	**47,565,100**	**47,579,300**	**55,082,800**
Ad Valorem Taxes	5,622,900	5,561,900	5,467,600	5,467,600	5,474,400
Bond Proceeds	-	21,720,000	-	-	-
Interest Earnings	48,101	124,778	75,000	75,000	100,000
Other Misc Revenues	4,298	-	-	-	-
Total Debt Service	**5,675,300**	**27,406,678**	**5,542,600**	**5,542,600**	**5,574,400**
Ad Valorem Taxes	5,771,981	6,636,040	9,376,900	9,376,900	8,765,400
Sales And Compensation	499,462	718,316	25,000	25,000	25,000
State & Federal Grants	15,436	154,700	1,140,000	1,140,000	1,140,000
State Shared Revenues	658,091	3,706,219	4,250,000	4,250,000	500,000
Shared Rev/Local Unit	2,248,711	2,474,711	112,500	112,500	3,740,000
Special Assessments	1,140,183	1,136,213	1,150,900	1,150,900	1,150,900
Interest Earnings	801,094	728,672	1,294,400	1,294,400	1,065,000
Contributions/Donations	1,308,641	198,881	2,137,100	2,137,100	200,000
Other Misc Revenues	180,385	38,500	-	-	-
Bond Proceeds	-	-	39,800,000	39,800,000	-
Total Capital Improvement Program	**12,623,984**	**15,792,252**	**59,286,800**	**59,286,800**	**16,586,300**
Physical Environment	39,399,822	39,472,739	40,174,700	40,174,700	40,421,100
Special Assessments	1,887,495	5,543,285	13,252,000	13,252,000	2,052,000
Sales And Compensation	190,617	188,720	221,700	221,700	224,700
Federal Grants	-	1,305,700	-	-	-
Shared Rev/Local Unit	120,937	188,419	200,000	200,000	200,000
Culture-Recreation	2,379,304	2,322,256	2,563,600	2,563,600	2,835,100
Interest Earnings	1,002,565	1,081,654	883,800	883,800	1,248,900
Other Misc Revenues	4,078	25,828	44,000	44,000	16,978,200
Total Enterprise Fund	**44,984,819**	**50,128,601**	**57,339,800**	**57,339,800**	**63,960,000**
Sales And Compensation	61,367	54,439	52,000	52,000	52,000
Central Data Proc Srvc	2,894,815	3,045,780	3,469,000	3,469,000	3,424,700
Motor Pool Srvcs	894,027	1,045,682	1,343,700	1,343,700	1,343,700
Other Intragovt'l Srvc	10,040,194	10,433,977	14,387,400	14,387,400	14,732,100
General Government	1,062,747	1,259,496	1,377,000	1,377,000	1,390,000
Interest Earnings	324,886	435,296	635,000	635,000	885,000
Other Misc Revenues	143,924	15,953	17,500	17,500	17,500
Total Interservice	**15,421,961**	**16,290,623**	**21,281,600**	**21,281,600**	**21,845,000**
Physical Environment	152,519	173,562	173,562	131,600	137,200
Interest Earnings	103,962	130,156	130,156	149,600	654,100
Fees					4,434,300
Other Misc Revenues					1,180,100
Total Perpetual Care Funds	**256,481**	**303,718**	**303,718**	**281,200**	**6,405,700**
TOTAL OTHER CITY FUNDS	**98,947,750**	**129,532,593**	**191,319,618**	**191,311,300**	**169,454,200**
TOTAL ALL FUNDS	**203,572,841**	**237,731,893**	**328,723,702**	**313,036,100**	**286,221,700**

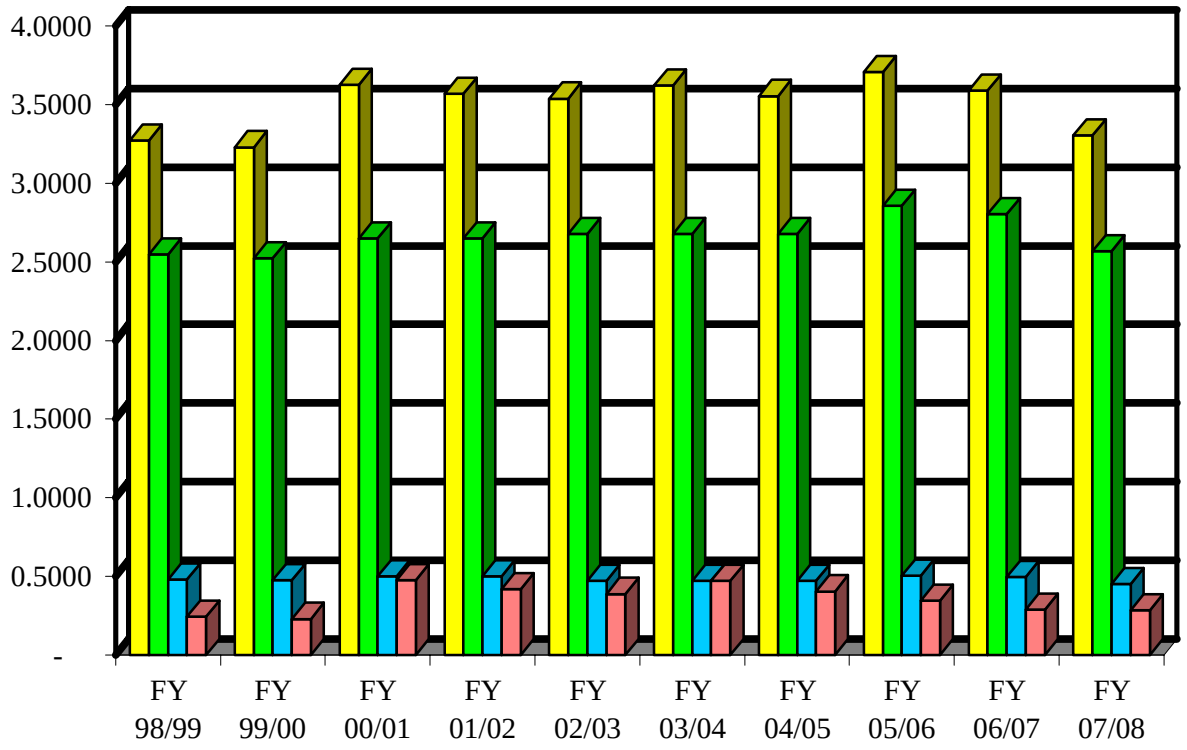
NOTE: This chart it excludes reserves, depreciation and other interfund transfers.

HISTORICAL SUMMARY OPERATING EXPENDITURES

FUNDS	ACTUAL FY 2003-04	ACTUAL FY 2004-05	ACTUAL FY 2005-06	REVISED FY 2006-07	APPROVED FY 2007-08
City Council	187,350	202,679	254,707	327,300	324,500
City Manager	2,555,244	3,026,460	3,176,888	3,697,700	3,016,500
City Attorney	712,429	836,870	783,718	979,700	977,700
Financial Services	1,879,366	1,929,796	2,058,486	2,406,400	2,838,200
Development Services	4,711,012	4,900,205	5,808,974	7,043,300	6,285,000
Police Services	24,139,654	26,281,205	27,074,406	31,226,600	30,019,700
Fire/Rescue Services	21,199,343	23,550,106	27,537,322	32,410,800	30,741,300
Municipal Services	11,971,274	12,574,832	13,270,083	16,261,900	15,587,600
Recreation Services	14,047,990	14,466,369	15,193,292	19,387,600	17,499,900
Non-Divisional	6,179,934	5,494,301	28,697,319	5,792,700	2,193,900
TOTAL GENERAL FUND	**87,583,596**	**93,262,823**	**123,855,195**	**119,534,000**	**109,484,300**
Community Devel. Block Grant	459,313	704,159	881,196	1,532,000	1,743,500
Boca Raton Housing Authority	700,229	-	-	-	-
Law Enforcement Trust Fund	1,067,424	1,257,728	359,746	470,800	436,200
Housing Assistance Trust	373,370	279,570	788,203	788,800	1,590,300
State and Federal Grant Fund	-	-	57,930	263,600	9,111,700
Transportation	1,142,481	1,654,415	3,082,628	6,231,000	4,025,700
ROW Beautification	2,309,364	2,673,163	7,038,889	6,316,100	3,418,100
Beach & Park District	11,154,610	11,557,103	15,351,952	41,639,500	39,438,300
Mizner Park Lock Box	1,837,900	961,100	-	-	-
Debt Service	11,033,381	32,620,045	11,044,692	11,575,300	8,768,000
ROW Acquisition	-	-	1,854,086	1,812,200	-
Environmentally Sensitive Land	16,279	45,421	1,459,699	1,309,000	470,000
Capital Improvement Program	11,482,658	9,793,095	32,821,017	30,621,000	27,715,200
Downtown Infrastructure -	69,784	13,552	2,488,849	32,826,600	-
Fire Improvement	4,725,442	3,872,222	7,199,663	3,027,700	-
Library Bond	1,597,880	4,935,710	6,430,515	23,182,000	9,050,000
Land Dedication	152,601	286,241	2,375,846	1,622,700	-
Downtown Land Dedication	45	206,000	975,881	1,051,000	362,000
Stormwater Utility	983,587	1,148,340	5,568,371	8,196,100	3,733,200
Water & Sewer Operating	24,520,924	33,735,075	37,584,879	42,982,600	39,646,500
Water & Sewer Sinking	2,058,354	1,881,695	1,689,143	1,618,800	3,493,900
Water & Sewer Renew & Replmnt	1,163,264	1,979,737	1,918,038	17,772,400	9,803,700
Water & Sewer CIP Bond	-	-	-	-	12,200,000
Water Impact	-	-	-	-	3,484,000
Sewer Impact	-	-	-	-	1,000,000
Cemetery / Mausoleum	465,431	554,057	734,299	1,120,100	582,300
Golf Course Operating	2,189,256	2,443,670	2,543,111	2,667,000	2,797,900
Golf Course Renew & Replmnt	20,916	158,833	-	399,600	281,400
Information Services	3,266,870	4,514,695	5,759,158	749,500	5,692,800
Motor Pool	1,235,000	2,312,312	2,304,176	2,594,700	2,404,600
Workers Compensation Self Ins	1,976,575	2,410,072	1,714,896	2,348,800	2,366,600
Group Medical Insurance	5,807,902	5,773,495	6,932,329	7,556,600	7,587,200
Liability Self Insurance	1,664,970	1,158,661	2,256,136	4,142,100	3,698,400
Community Redevelopment Agency	-	-	6,379,406	6,555,600	6,755,200
TOTAL OTHER CITY FUNDS	**93,336,242**	**128,930,166**	**169,594,734**	**262,973,200**	**211,656,700**
TOTAL ALL FUNDS	**180,919,838**	**222,192,989**	**293,449,929**	**382,507,200**	**321,141,000**

NOTE: This chart includes expenditures and transfers related to departmental operating costs; it excludes reserves, depreciation and other interfund transfers.

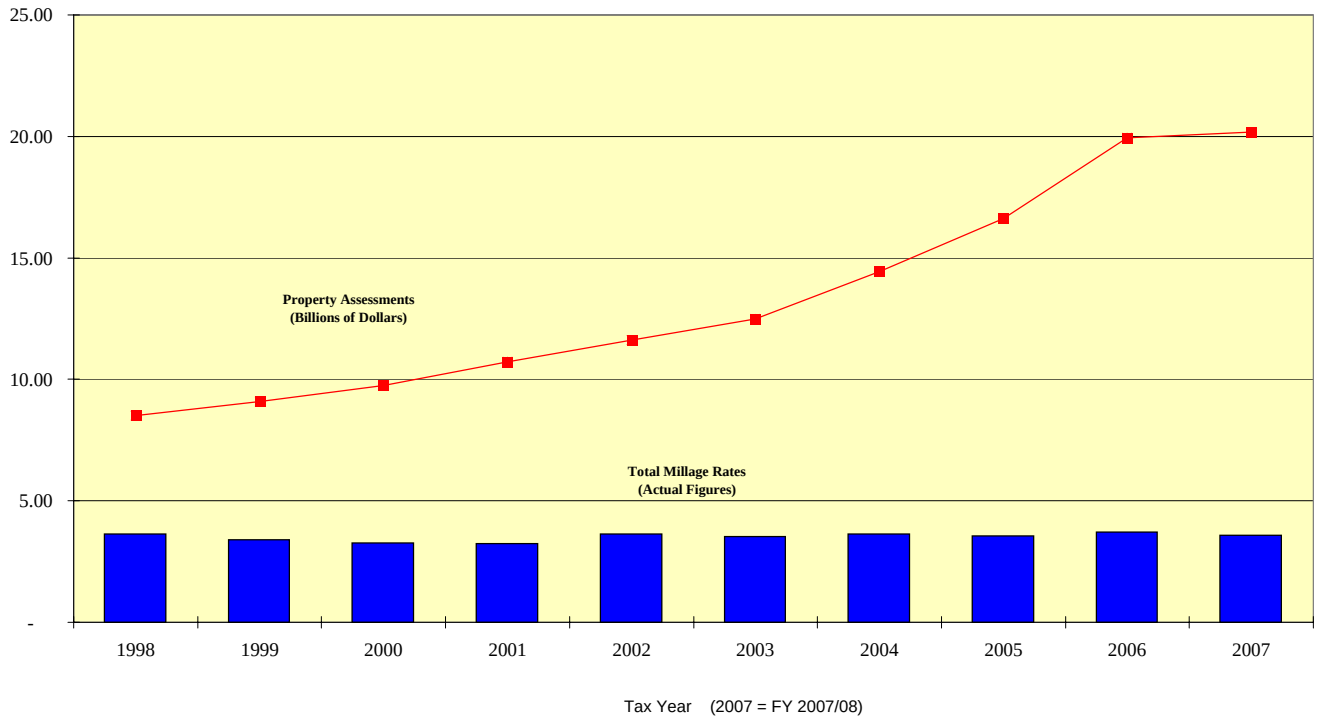
Comparison of Mills Levied
Last Ten Years



	Total	Operating	CIP	Debt
FY 98/99	3.2706	2.5461	0.4814	0.2431
FY 99/00	3.2293	2.5230	0.4770	0.2293
FY 00/01	3.6251	2.6491	0.5009	0.4751
FY 01/02	3.5688	2.6491	0.5009	0.4188
FY 02/03	3.5385	2.6775	0.4725	0.3885
FY 03/04	3.6231	2.6775	0.4725	0.4731
FY 04/05	3.5546	2.6775	0.4725	0.4046
FY 05/06	3.7062	2.8560	0.5040	0.3462
FY 06/07	3.5886	2.8050	0.4950	0.2886
FY 07/08	3.3057	2.5670	0.4530	0.2857

SCHEDULE OF ASSESSED VALUATION

	FY 03 / 04	FY 04 / 05	FY 05 / 06	FY 06 / 07	FY 07 / 08
Land and Improvements	$ 11,613,135,696	$ 13,509,174,768	$ 15,668,623,977	$ 18,976,572,507	$ 19,461,909,594
Personal Property	875,222,104	920,951,910	948,666,996	955,918,838	897,736,150
Railroad Assessment	6,848,254	7,778,534	6,958,972	7,575,393	8,230,519
TOTAL	**$ 12,495,206,054**	**$ 14,437,905,212**	**$ 16,624,249,945**	**$ 19,940,066,738**	**$ 20,367,876,263**



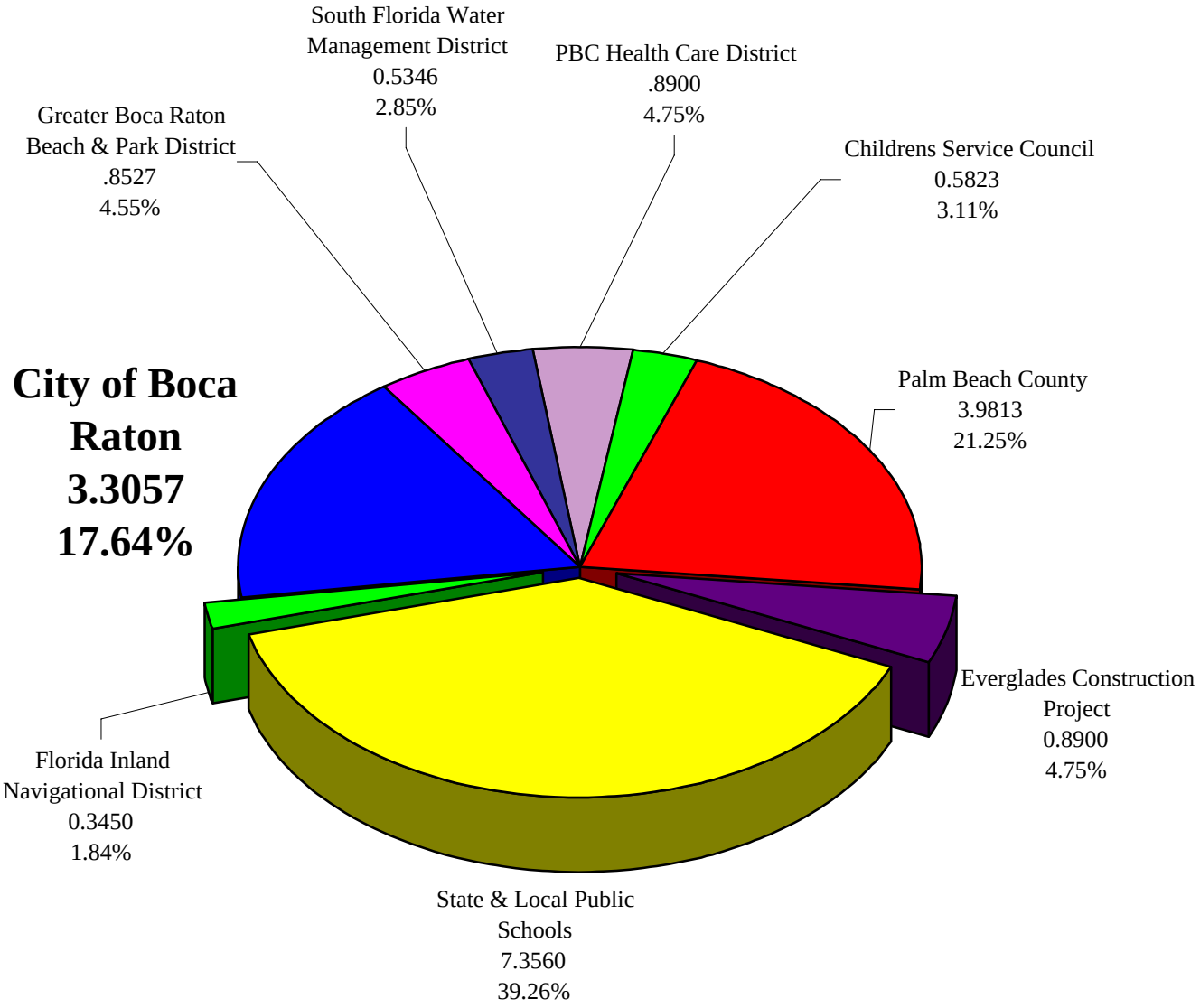
SCHEDULE OF MILLAGE RATES

	FY 02 / 03	FY 03 / 04	FY 04 / 05	FY 05 / 06	FY 06 / 07
Operations	2.6775	2.6775	2.8560	2.8050	2.5670
Capital Improvement Prgm	0.4725	0.4725	0.5040	0.4950	0.4530
Debt Service	0.4731	0.4046	0.3462	0.2886	0.2857
TOTAL MILLAGE	**3.6231**	**3.5546**	**3.7062**	**3.5886**	**3.3057**

2007 Tax Bill

(Funds FY 2007 / 2008)

By Taxing Authority - Use



Taxes Based Upon Taxable Value of $350,000

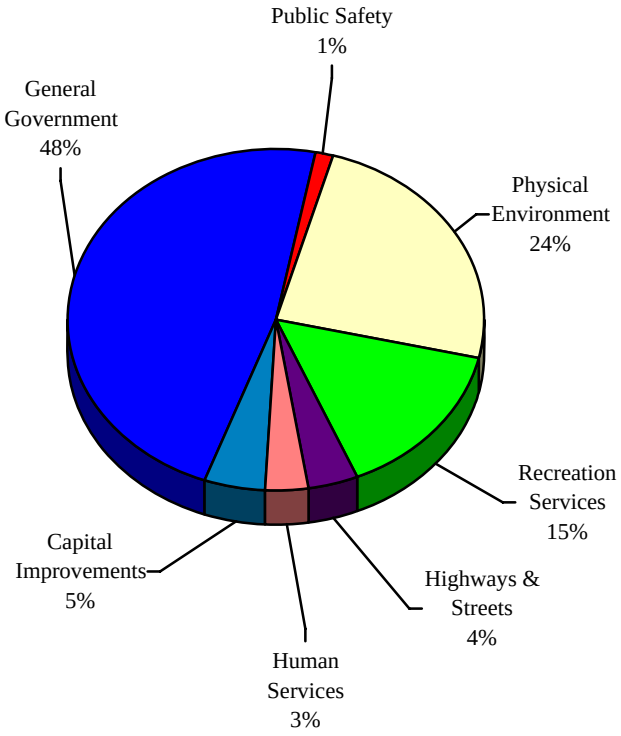
Total Ad Valorem Taxes = $ 6,558.16

Total Millage = 18.7376

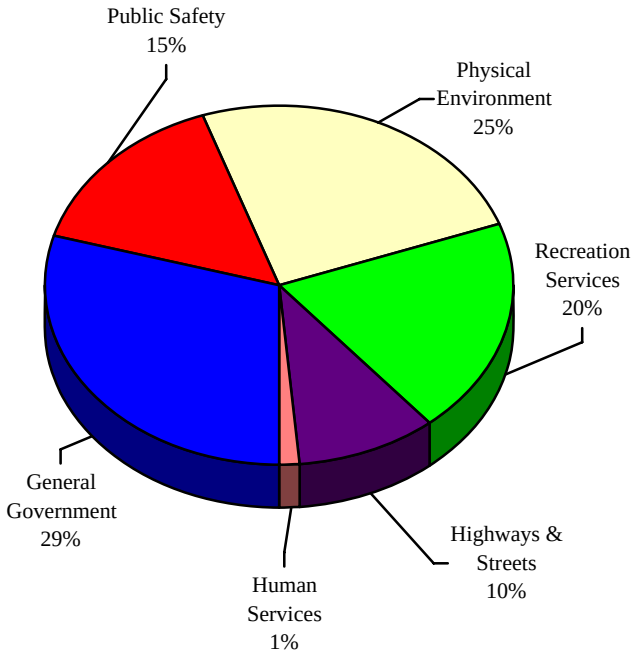
BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

PROGRAM BUDGET FY 2007-2008

REVENUES



EXPENDITURES



Program Revenues		
General Government	$	231,768,700
Public Safety		5,883,700
Physical Environment		117,973,200
Recreation Services		72,893,800
Highways & Streets		19,404,800
Human Services		15,257,200
Capital Improvements		23,406,800
Total Revenues	$	486,588,200

Program Expenditures		
General Government	$	143,066,700
Public Safety		74,247,600
Physical Environment		120,852,000
Recreation Services		94,939,600
Highways & Streets		47,336,800
Human Services		6,145,500
Total Expenditures	$	486,588,200

REVENUE BY PROGRAM

REVENUES	GENERAL GOVERNMENT	PUBLIC SAFETY	PHYSICAL ENVIRONMENT	RECREATION SERVICES	HIGHWAYS & STREETS	HUMAN SERVICES	CAPITAL IMPROVEMENTS	TOTAL BUDGET
Ad Valorem Taxes	$ 53,977,000	$ 1,346,900	$ 4,127,500				$ 8,765,400	$ 68,216,800
Franchise Fees	13,740,000							13,740,000
Licenses & Permits, Other Taxes	27,920,600							27,920,600
Intergovernmental Revenues	10,697,000	30,000		$ 37,888,000	$ 2,282,000	$ 12,445,500	4,880,000	68,222,500
Charges for Services	31,827,600		40,306,900	5,333,800				77,468,300
Fines and Forfeitures	1,285,000	127,000						1,412,000
Misc. Revenues	1,394,700		19,052,000	405,900	1,175,900	50,000	-	22,078,500
Interest Earnings	3,795,000	123,000	1,175,000	888,000	627,000	55,000	500,000	7,163,000
Transfers	19,161,500	1,719,300	9,267,000	10,404,600	2,164,000			42,716,400
Fund Balance/Reserve	67,970,300	2,537,500	44,044,800	17,973,500	13,155,900	2,706,700	9,261,400	157,650,100
Total City-Wide	**$ 231,768,700**	**$ 5,883,700**	**$ 117,973,200**	**$ 72,893,800**	**$ 19,404,800**	**$ 15,257,200**	**$ 23,406,800**	**$ 486,588,200**

The largest program revenue is the General Government program. This program represents 48% of the City's total revenues. This program also includes the largest single operating revenue source -- Ad Valorem Taxes. Ad valorem taxes account for approximately 23% of the total General Government revenues.

The second largest program revenue is the Physical Environment program, which generates 24% of the City's total revenues. The majority of these funds are from Water and Sewer related service charges and a bond issue for the federal mandate of the Safe Drinking Water Act.

PROGRAM EXPENDITURES BY FUND TYPE

FUND	GENERAL GOVERNMENT	PUBLIC SAFETY	PHYSICAL ENVIRONMENT	RECREATION SERVICES	HIGHWAYS & STREETS	HUMAN SERVICES	TOTAL BUDGET
General	$ 65,150,600	$ 60,761,000	$ 5,350,800	$ 17,499,900	$ 10,236,800	-	$ 158,999,100
Special Revenue	5,771,600	1,505,200	2,875,000	45,579,400	10,926,000	$ 6,145,500	72,802,700
Debt Service	9,521,900	3,317,700	11,036,600	-	1,748,700	-	25,624,900
Capital Projects	1,858,400	8,663,700	-	23,493,300	15,804,200	-	49,819,600
Enterprise	2,277,900	-	101,589,600	5,302,600	-	-	109,170,100
Internal Service	40,870,700	-	-	-	8,621,100	-	49,491,800
Trust and Agency	17,615,600	-	-	3,064,400	-	-	20,680,000
Total Program	**$ 143,066,700**	**$ 74,247,600**	**$ 120,852,000**	**$ 94,939,600**	**$ 47,336,800**	**$ 6,145,500**	**$ 486,588,200**

The table shows overall departmental activity and reserve allocation by six program budget categories. This includes all operations, debt service, transfers, and reserves.

The largest program is the Recreation Services program. The Recreation Services program includes the libraries, parks, golf courses and cemetary operations.

The second largest program is the Physical Environment budget, which includes Municipal Services, the Stormwater Utility fund, and the City's Water and Sewer operations.

DEPARTMENT EXPENDITURES BY PROGRAM

DEPARTMENT	GENERAL GOVERNMENT	PUBLIC SAFETY	PHYSICAL ENVIRONMENT	RECREATION SERVICES	HIGHWAYS & STREETS	HUMAN SERVICES	TOTAL BUDGET
City Council	$ 324,500						$ 324,500
City Manager	3,016,500						3,016,500
City Attorney	977,700						977,700
Financial Services	2,838,200						2,838,200
Development Services	6,285,000						6,285,000
Police Services		30,019,700					30,019,700
Fire/Rescue Services		30,741,300					30,741,300
Engineering Services					$ 420,200		420,200
Municipal Services			$ 5,350,800		9,816,600		15,167,400
Recreation Services				$ 17,499,900			17,499,900
Non-Divisional	2,193,900						2,193,900
Housing						$ 3,333,800	3,333,800
Law Enforcement Trust		436,200					436,200
State & Federal Grants		56,700	2,875,000	200,000	5,980,000		9,111,700
Transportation					4,025,700		4,025,700
Beautification Maintenance				3,418,100			3,418,100
Beach & Parks District				39,438,300			39,438,300
Capital Improvement Program	1,600,000	8,187,800		14,586,300	13,223,100		37,597,200
Stormwater Utility			3,733,200				3,733,200
Water & Sewer	2,277,900		63,856,300				66,134,200
Cemetery / Mausoleum				582,300			582,300
Golf Course				3,079,300			3,079,300
Information Services	5,692,800						5,692,800
Motor Pool	2,404,600						2,404,600
Insurance	13,652,200						13,652,200
Community Redevelopment	301,200						301,200
Total Operating	**$ 41,564,500**	**$ 69,441,700**	**$ 75,815,300**	**$ 78,804,200**	**$ 33,465,600**	**$ 3,333,800**	**$ 302,425,100**
Debt Service	9,521,900	3,092,700	4,552,300	-	1,549,000	-	18,715,900
Transfers	28,239,400	-	9,327,000	1,575,600	3,014,400	-	42,156,400
Reserves	63,740,900	1,713,200	31,157,400	14,559,800	9,307,800	2,811,700	123,290,800
Total Program	**$ 143,066,700**	**$ 74,247,600**	**$ 120,852,000**	**$ 94,939,600**	**$ 47,336,800**	**$ 6,145,500**	**$ 486,588,200**

The table above shows the relationship of department activities and the six program categories in the City's program budget. The departmental activities are shown in the program area which represents the major activities even though they may perform some in other programs.

GENERAL GOVERNMENT

GENERAL GOVERNMENT	FY 2005-2006 ACTUAL	FY 2006-2007 BUDGET	FY 2007-2008 BUDGET
City Council	$ 202,679	$ 327,300	$ 324,500
City Manager	3,026,460	3,610,200	3,016,500
City Attorney	836,870	944,700	977,700
Financial Services	1,929,796	4,578,500	5,116,100
Development Services	1,604,336	2,102,300	6,285,000
Motor Pool	2,312,311	-	2,404,600
Information Services	4,514,695	6,664,600	5,692,800
Insurance	9,342,228	12,828,300	13,652,200
Capital Improvements Program	315,606	587,900	1,600,000
Community Redevlopment			301,200
Total Departmental	**$ 24,084,981**	**$ 31,643,800**	**$ 39,370,600**
Non-Divisional	5,494,301	4,513,300	2,193,900
Tax Increment Payments	961,100	-	-
Debt	-	3,067,900	9,521,900
Transfers	11,114,690	11,153,100	28,239,400
Reserves	72,152,491	40,011,600	63,740,900
Total Program Budget	**$ 113,807,563**	**$ 90,389,700**	**$ 143,066,700**

General Government expenditures account for $143,066,700 or 29% of the City's total program budget. The total General Government budget is increasing 37% from FY 2006-07 related to increasing operating costs and expansion of services.

PUBLIC SAFETY

PUBLIC SAFETY	FY 2005-2006 ACTUAL	FY 2006-2007 BUDGET	FY 2007-2008 BUDGET
Development Services	$ 3,267,869	$ 4,316,800	$ -
Police Services	25,471,305	29,032,900	30,019,700
Fire Rescue	23,506,706	30,222,500	30,741,300
Law Enforcement Trust	1,257,728	628,300	436,200
State & Federal Grants		47,700	56,700
Capital Improvements Program	2,753,235	2,660,700	8,187,800
Fire Bond	3,872,222		
Total Departmental	**$ 60,129,065**	**$ 66,908,900**	**$ 69,441,700**
Debt	3,052,639	3,077,000	3,092,700
Reserves	12,402,432	715,300	1,713,200
Total Program Budget	**$ 75,584,136**	**$ 70,701,200**	**$ 74,247,600**

Public Safety represents $74,247,600 or 15 % of the total program expenditures. The total for FY 2007-2008 represents a Increase of $3,546,400 or 5% from FY 2006-07. The FY 2007-2008 Public Safety program budget is decreasing $1,336,536 from FY 2005-2006 . These changes are related to the completion of the City's construction of new fire stations and the expansion of Police and Fire services.

PHYSICAL ENVIRONMENT

PHYSICAL ENVIRONMENT	FY 2005-2006 ACTUAL	FY 2006-2007 BUDGET	FY 2007-2008 BUDGET
Municipal Services	$ 4,698,921	$ 5,458,200	$ 5,350,800
Stormwater Utility	1,148,339	4,613,000	3,733,200
Water & Sewer Operating	33,735,075	50,534,600	63,856,300
Water & Sewer Renew & Replmnt	1,979,737	-	-
State & Federal Grants	-	158,400	2,875,000
Capital Improvements Program	804,074	-	-
Total Departmental	**$ 42,366,146**	**$ 60,764,200**	**$ 75,815,300**
Debt	2,922,418	4,553,000	4,552,300
Transfers	10,689,139	6,087,600	9,327,000
Reserves	56,579,931	18,868,800	31,157,400
Total Program Budget	**$ 112,557,634**	**$ 90,273,600**	**$ 120,852,000**

The Physical Environment program of $120,852,000 accounts for 25% of total program budget. The Physical Environment operating program budget is increasing due to expansion of services. The decrease in capital expenditures is due to the completion of construction projects.

RECREATION SERVICES

RECREATION SERVICES	FY 2005-2006 ACTUAL	FY 2006-2007 BUDGET	FY 2007-2008 BUDGET
Recreation Services	$ 14,327,669	$ 19,206,600	$ 17,699,900
Beautification Maintenance	2,673,163	3,336,300	3,418,100
Beach & Parks District	11,557,103	40,349,500	39,438,300
Cemetery / Mausoleum	554,057	1,120,100	582,300
Golf Course Operating	2,443,671	3,023,600	3,079,300
Golf Course Renew & Replmnt	158,833	-	-
Capital Improvements Program	2,042,887	10,939,200	1,200,300
Land Dedication	286,241	379,000	379,000
Environmentally Sensitive Land	45,421	1,407,000	1,407,000
Downtown Land Dedication	206,000	-	-
Library Improvement	4,935,710	11,600,000	11,600,000
Total Departmental	**$ 39,230,755**	**$ 91,361,300**	**$ 78,804,200**
Debt	26,982,752	228,700	-
Transfers	2,781,216	2,209,600	1,575,600
Reserves	15,463,833	11,788,800	14,559,800
Total Program Budget	**$ 84,458,556**	**$ 105,588,400**	**$ 94,939,600**

The Recreation program represents 20% of the total program budget. The s in this program is due to construction of new facilities and costs of operating the new libraries.

HIGHWAYS AND STREETS

HIGHWAYS & STREETS	FY 2005-2006 ACTUAL	FY 2006-2007 BUDGET	FY 2007-2008 BUDGET
Municipal Services	$ 7,853,611	$ 9,838,200	$ 9,816,600
Transportation	1,654,415	7,389,100	4,025,700
Utility Services	-	485,300	420,200
Capital Improvement Program	3,890,844	41,103,100	19,203,100
Downtown Infrastructure	-		
Municipal Services Complex Bond	-	-	-
ROW Acquisition	-	-	-
Total Departmental	**$ 13,398,870**	**$ 58,815,700**	**$ 33,465,600**
Debt	1,543,933	4,147,600	1,549,000
Transfers	432,300	4,195,200	3,014,400
Reserves	6,549,705	8,492,000	9,307,800
Total Program Budget	**$ 21,924,808**	**$ 75,650,500**	**$ 47,336,800**

The Highway and Street program of $47,336,800 represents 10 % of the City's total program budget. The program is decreasing $28,313,700 from the prior year due to completion of capital projects .

HUMAN SERVICES

HUMAN SERVICES	FY 2005-2006 ACTUAL	FY 2006-2007 BUDGET	FY 2007-2008 BUDGET
Commuity Develop. Block Grant	$704,159	$2,269,800	$3,333,800
Boca Raton Housing Authority	279,570	-	-
Total Departmental	**$ 983,729**	**$ 2,269,800**	**$ 3,333,800**
Reserves	2,160,957	2,496,700	2,811,700
Total Program Budget	**$ 3,144,686**	**$ 4,766,500**	**$ 6,145,500**

The Human Services budget of $6,145,500 represents 1% of the City's total program budget. The Human Services budget is remaining consistent with the prior year.

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

Strategic Planning Model for the City of Boca Raton

VISION 2022

"Desired Destination for Boca Raton"

PLAN 2012

"Map to Boca Raton's Destination"

EXECUTION

"Route for Next Year"

MISSION

"Responsibilities of Boca Raton"

BELIEFS

"How Boca Raton Should Operate"

Strategic Planning Framework for the City of Boca Raton

VISION

"What We Want to Become – Our Preferred Future as Defined in Value-Based Principles."

PLAN

"Our Road Map for 5 Years – How to Realize Our Vision with Achievable Goals Defined Through: Objectives, Meaning to Our Citizens, Challenges and Opportunities, Actions 2007, Major Projects 2007 and Actions on the Horizon."

EXECUTION

"Actions to Implement the Plan – A Work Program for Next Year with a "To Do" List for Mayor, City Council and Management – To be Completed with Accountability for the Results."

MISSION

"Purposes of City Government – Determined in Service Businesses Defined in: Operating Elements, Business Successes, Challenges and Opportunities and Service Improvements 2007."

BELIEFS

"Our Core Beliefs Which are the Foundation for Our City Government – Creating a Corporate Culture of Action and Accountability, the Primary Value, As Defined in Performance Standards to Guide Behaviors and Actions."

HOW WE CONDUCT OUR BUSINESS

BOCA RATON VISION 2022

THE PREMIER COMMUNITY

A Quality Place to Live,
A Great Place to Work,
An Outstanding Place to Play!

A WORLD CLASS LOCAL GOVERNMENT

BOCA RATON VISION

A Quality Place to Live,
A Great Place to Work,
An Outstanding Place to Play!

THE CITY OF BOCA RATON

is a *PREMIER COMMUNITY* (A)
with *BEAUTY BY DESIGN,* (B)
a *VIBRANT DOWNTOWN* (C) and
GREAT BEACH AND WATERWAYS. (D)

PEOPLE ARE SAFE, (E) have a
VARIETY OF CULTURAL AND RECREATIONAL CHOICES FOR THEIR LEISURE TIME, (F)
and have *MOBILITY WITHIN OUR CITY.* (G)

The city is *A WORLD CLASS LOCAL GOVERNMENT*
which is *FINANCIALLY SOUND* (H)
and provides *EXCEPTIONAL CITY SERVICES RESPONSIVE TO OUR CITIZENS.* (I)

There is a *BALANCED ECONOMY WITH DIVERSE JOB OPPORTUNITIES* (J)
and *QUALITY EDUCATIONAL OPPORTUNITIES.* (K)

Boca Raton Vision 2022
Guiding Principles

PRINCIPLE A	A PREMIER COMMUNITY

- **Means**
  1. Boca Raton is a leader – A trend setter in local governance.
  2. Land uses are a well-balanced mix.
  3. The regulations, codes and standards preserve the "Boca character."
  4. People prefer to live here.
  5. The city has a reputation for "world class" in everything.

PRINCIPLE B	BEAUTY BY DESIGN

- **Means**
  1. Gateways to Boca Raton are unique and distinctive – You know that you are in Boca Raton.
  2. Developments and buildings are well designed low-scale development compatible with the community.
  3. Property owners take responsibility for maintaining their buildings and homes, complying with codes and community standards.
  4. Streets have well-landscaped medians; ROW are attractive.
  5. Public facilities and parks are well designed with emphasis on community aesthetics.

PRINCIPLE C	VIBRANT DOWNTOWN

▶ **Means**

1. Downtown is easily accessible with convenient parking and transit.
2. There is balanced mixed use with quality residential, retail, offices and services and quality restaurants, a variety of cultural opportunities, fun activities and a hotel.
3. The area is pedestrian friendly with ease of mobility.
4. Residents and visitors come here – A true destination.
5. Special events, concerts and community activities take place here.

PRINCIPLE D	GREAT BEACH AND WATERWAYS

▶ **Means**

1. Shoreline and beach are clean and well maintained.
2. The beach is renourished.
3. There are a variety of events and activities for all age groups.
4. There are expanding commercial activities on the beach in specific locations.
5. Intercoastal and canals are accessible and are used by citizens.

PRINCIPLE E	PEOPLE ARE SAFE

▶ **Means**

1. People feel free to go out into the community without fear.
2. There is a low crime rate.
3. Police and fire/rescue respond quickly to an emergency call.
4. Public safety staff are well trained and properly equipped.
5. Citizens, other public safety agencies and the city work together as partners to enhance community safety.
6. The city is prepared for an emergency situation or a disaster.

PRINCIPLE F	VARIETY OF CULTURAL AND RECREATIONAL CHOICES FOR THEIR LEISURE TIME

▶ **Means**

1. Citizens have convenient access to parks, recreation fields and programs.
2. There are programs and activities for all generations.
3. There are a variety of cultural and arts facilities and programs.
4. The city partners with others on facilities and programs.
5. The libraries provide top-quality services and resources.
6. The city continues to develop new parks and renovate older parks.

PRINCIPLE G	MOBILITY WITHIN OUR CITY

▶ **Means**

1. Efficient and effective traffic flow uses the latest technology.
2. There is a fully developed and functional roadway network.
3. Local transit systems are developed with high level of ridership.
4. A multi-modal transit center serves the community and region.
5. Convenient bus service is reliable throughout the city with small scale trolley service in selected locations.

PRINCIPLE H	FINANCIALLY SOUND CITY

▶ **Means**

1. The city's tax base continues to expand.
2. The city has a "AAA" bond rating.
3. The city has strong financial reserves.
4. Services and service levels are defined, benchmarked and prioritized.
5. Services are provided in an efficient, cost-effective manner.
6. City infrastructure and facilities are well built and well maintained.

PRINCIPLE I	EXCEPTIONAL CITY SERVICES RESPONSIVE TO OUR CITIZENS

▶ **Means**

1. Citizens have confidence in the city and the services provided by the city.
2. Services are customer friendly.
3. Citizens have a high customer satisfaction level with city services.
4. Citizens feel that they get value for their tax dollars and fees.
5. Problems are resolved in a timely manner.

PRINCIPLE J	BALANCED ECONOMY WITH DIVERSE JOB OPPORTUNITIES

▶ **Means**

1. Boca Raton develops with cutting-edge businesses.
2. FAU continues to develop as a major university in Florida, with strong business and biomedical programs.
3. Industries are clean and environmentally sensitive.
4. There are opportunities to begin and grow a business.
5. Local businesses provide employment opportunities for residents.

PRINCIPLE K	QUALITY EDUCATIONAL OPPORTUNITIES

▶ **Means**

1. Quality education contributes to Boca Raton's quality of life and supports future economic development.
2. Quality schools and universities provide a first-rate education.
3. There are a variety of schools: Public and private from preschool to university.
4. High school graduates are prepared for quality universities and colleges.
5. FAU is recognized as a top university in Florida.

Vision 2022
Keys to Success

Success 1 City – Business – Community Consensus on Viable Pedestrian Friendly Downtown

Success 2 Rental and Ownership Housing Availability for Workforce

Success 3 Sufficient Inventory of Public Lands for Availability of a Variety of Recreational Venues, Facilities for Services for All

Success 4 Functional and Effective Multimodal Transportation System

Success 5 Highest and Best Land Uses Consistent with City's Vision and Plans

Success 6 Diversifying Local Economy with Growth Oriented Businesses

▶ Challenges and Opportunities

1. Viable long term vision and plan to create a sustainable downtown
2. Relationship and growth of FAU
3. Development of public-private partnerships to achieve workforce housing
4. Traffic volume vs. road capacity
5. Lack of land and growing population vs. high demand for recreational space and services
6. City facility implementation – a "wow" level
7. Tension: urban reality vs. suburban past

▶ Actions 2007 – 2008

		PRIORITY
1.	Workforce Housing Policy Direction & Strategy	Top Priority
2.	Downtown Vision and Plan	Top Priority
3.	FAU Strategy	Top Priority
4.	FAU / Boca Raton Community Hospital Project	Top Priority
5.	Light Industrial Research Park Interim Guidelines	High Priority
6.	FAU/I-95 Interchange	High Priority
7.	Retirement / Pension Cost Containment Strategy	High Priority
8.	Wildflower Property Direction & Actions	High Priority

▶ Goals

1. Employee Recruitment, Retention and Career Pathing
2. Multimodal Transportation District
3. North Federal Highway Development Project and Beautification
4. Comprehensive Environmental Report (Issues Analysis and Review)
5. Traffic Issues
6. Annexation (Analysis and Review)
7. Integrated Technology Strategy
8. Branding

City of Boca Raton
Goals 2012

Financially Sound City Government

World Class Municipal Services

Strong Partnership with Our Stakeholders

GOAL 1 FINANCIALLY SOUND CITY GOVERNMENT

▶ Objectives

Objective 1 Expand economic base

Objective 2 Cost-effective delivery of city services

Objective 3 Pursuit of revenue generating programs

Objective 4 Adequate reserves

Objective 5 Sufficient revenues to maintain or enhance current services

Objective 6 Secure alternative funding sources

▶ Means to Citizens

- Affordable city government.
- Continuation of high service levels.
- Efficient city government.
- Support retaining high property values.
- Stable finances, stable city government.

▶ Challenges and Opportunities

1. Next hurricane
2. State and County initiatives: "Save our Homes," home rule
3. Increasing city operating costs: energy, chemicals, insurance, healthcare
4. Employee recruitment and retention – competitive salaries: private sector, county, cities

GOAL 2 WORLD CLASS MUNICIPAL SERVICES

▶ Objectives

Objective 1 Professional, highly competent and motivated workforce

Objective 2 Attracting top-quality candidates for positions

Objective 3 Retaining quality employees

Objective 4 Improved city facilities, including City Hall and other aging facilities

Objective 5 Continuous improvement of city service delivery and management

Objective 6 Maintain "state-of-the-art" systems and ongoing training to upgrade staff skill level

Objective 7 Positive work environment recognizing employee performance

▶ Means to Citizens

- Reliable service at a high service level.
- Customer-friendly staff, responsive to your needs.
- Well maintained, modern facilities that you can take pride in.
- Timely response when you call, particularly in an emergency.
- Use of modern techniques to serve you better.

▶ Challenges and Opportunities

1. Attracting and retaining top quality staff
2. Increasing service expectations: service now respond now; increasing volume; desire for amenities
3. Service priority and defining level of service – how fast
4. Athletic fields: FAU, schools with increasing demands
5. Competitive compensation

GOAL 3	STRONG PARTNERSHIP WITH OUR STAKEHOLDERS

▶ Objectives

Objective 1 Well-informed citizens

Objective 2 Citizens involved in city government

Objective 3 Open government: from our records to new ideas

Objective 4 Citizen trust and confidence in city officials: Mayor/Council to staff

Objective 5 More involved, meet with private sector and universities/service

Objective 6 Effective use of technology for communicating with citizens and for service delivery

▶ Means to Citizens

- Opportunities to get involved.
- Your volunteerism saves city resources and dollars.
- City officials are willing to listen to you and seek your input.
- Easy access to city government.
- Timely information to you.

▶ Challenges and Opportunities

1. Working with F.A.U.
2. Working with hospital and siting
3. Changing community demographics – young, cultural diversity
4. High expectations for city – solve all problems vs. individual priority
5. Effectiveness of boards, commissions, task forces

City of Boca Raton
Our Mission

The Mission of the City of Boca Raton is to provide the highest quality of service to the community through responsible use of public resources to enhance our unique quality of life.

City of Boca Raton
Our Core Businesses

Make Our Community Safe

Respond to Emergency Situations

Provide Basic Utilities For Daily Living

Build and Maintain City Infrastructure

Provide Leisure and Recreational Services

Plan Boca Raton's Future Growth and Development

Protect/Enhance Natural Resources and Beauty

Protect Interests of Boca Raton

Core Businesses
Definition and Strategy

CORE BUSINESS 1	MAKE OUR COMMUNITY SAFE

▶ Operating Elements

Operating Element 1	Patrol Community – All Departments Looking for Problems, Issues and Opportunities
Operating Element 2	Homeland Security: Vigilance and Preparedness
Operating Element 3	Enforce Laws and Codes
Operating Element 4	Investigate Crimes and Prepare Cases for Prosecution
Operating Element 5	Inspect Buildings
Operating Element 6	Evaluate Water Quality: Potable, Surface, IRIS
Operating Element 7	Educate Public on Their Responsibility for Community Safety
Operating Element 8	Provide Safe Equipment and Facilities
Operating Element 9	Involve Citizens in Safety: Volunteer Programs, DARE, COPS

▶ Value to Citizens

1. You feel safe – Any place, any time
2. People obey the law
3. Buildings are safe, equipment is safe
4. You are also responsible for safety through your actions
5. Preserves property values – Reputation as a safe community
6. Low crime rate

CORE BUSINESS 2	RESPOND TO EMERGENCY SITUATIONS

▶ Operating Elements

Operating Element 1	Respond to Emergency Calls
Operating Element 2	Put Out Fires
Operating Element 3	Provide Emergency Medical Services
Operating Element 4	Plan for Disasters
Operating Element 5	Provide Rescue Services
Operating Element 6	Link Citizens to Community Resources through Effective Communications
Operating Element 7	Train Community on Health Actions: CPR, Defibrillators
Operating Element 8	Handle Hazardous Materials Problems/Emergencies
Operating Element 9	Provide Ocean Rescue
Operating Element 10	Plan for Disaster Recovery

▶ Value to Citizens

1. Timely response in an emergency
2. We can save your life, your property
3. Confidence: We are prepared for an emergency or a disaster
4. Protect your property, your life
5. Preserves your property value

CORE BUSINESS 3	PROVIDE BASIC UTILITIES FOR DAILY LIVING

▶ Operating Elements

Operating Element 1	Maintain Quality Water Supply
Operating Element 2	Treat and Distribute Potable Water – Meets State and Federal Standards
Operating Element 3	Treat and Distribute IRIS Water
Operating Element 4	Collect Wastewater
Operating Element 5	Treat Wastewater
Operating Element 6	Collect and Dispose of Solid Waste
Operating Element 7	Operate Citywide Storm Water Management System
Operating Element 8	Operate Recycling Program (Solid Waste)
Operating Element 9	Insure Availability of Telecommunications Infrastructure

▶ Value to Citizens

1. Flush, it is gone
2. Turn it on, water flows
3. Safe water
4. Healthy living environment
5. Reliable, top quality – No hassle, no worry

CORE BUSINESS 4	BUILD AND MAINTAIN CITY INFRASTRUCTURE

▶ Operating Elements

Operating Element 1	Manage Traffic Flow
Operating Element 2	Build and Maintain City Streets
Operating Element 3	Work with County, State on Other Highway Improvements
Operating Element 4	Build and Maintain City Streetscapes and ROW
Operating Element 5	Build and Maintain City Facilities, including City Hall
Operating Element 6	Clean Up Neighborhood Public Spaces and Beaches
Operating Element 7	Develop and Maintain Bikeways, Sidewalks
Operating Element 8	Maintain Beaches, Inlets and Canal System

▶ Value to Citizens

1. You can get around town – Less congestion
2. Attractive community – Looks great!
3. Usable beaches and waterways
4. Facilities: Modern, user friendly and top quality
5. Protects property value

CORE BUSINESS 5	PROVIDE LEISURE AND RECREATIONAL SERVICES

▶ Operating Elements

Operating Element 1	Operate Library System
Operating Element 2	Provide Recreational Facilities
Operating Element 3	Develop and Offer Affordable Recreational Programs
Operating Element 4	Support Community Organizations
Operating Element 5	Support Athletic Programs
Operating Element 6	Provide Educational Programs, including Nature Center and Environmental Education
Operating Element 7	Operate and Maintain Golf Courses
Operating Element 8	Develop Parks and Community, Neighborhoods, Linear Parks; Land Bank for Future
Operating Element 9	Operate Cemetery
Operating Element 10	Develop and Provide Youth Programs

▶ Value to Citizens

1. Choices: Things to do in your leisure time
2. Easy access to programs, facilities – Close to home
3. Healthier lifestyle, active lifestyle
4. Quality facilities and programs for family – All generations
5. Preserves/enhances property values

CORE BUSINESS 6	PLAN BOCA RATON'S FUTURE GROWTH AND DEVELOPMENT

▶ Operating Elements

Operating Element 1	Develop and Update Comprehensive Plan
Operating Element 2	Develop Redevelopment Strategies for Specific Areas
Operating Element 3	Develop and Update Service/Programs/Facilities Master Plans
Operating Element 4	Decide on Annexations
Operating Element 5	Evaluate Community Needs
Operating Element 6	Develop and Update Comprehensive Transportation Strategy
Operating Element 7	Establish Land Use Plans and Policies
Operating Element 8	Develop and Implement Development Standards and Regulation; Zoning Categories
Operating Element 9	Code Enforcement
Operating Element 10	Review Conceptual Plans
Operating Element 11	Issue Construction Permits
Operating Element 12	Inspect Buildings, Issue Certificates of Occupancy

▶ Value to Citizens

1. Predictable development
2. Financial stability for city – efficient use of resources
3. Services responsive to citizens changing needs
4. Growth for the financial benefit of city
5. Facilities and services planned for future needs
6. Protects integrity of neighborhoods
7. Preserves property values
8. Quality buildings
9. More attractive community
10. Common standard throughout city

CORE BUSINESS 7	PROTECT/ENHANCE NATURAL RESOURCES AND BEAUTY

▶ Operating Elements

Operating Element 1	Maintain Boca Raton Inlet
Operating Element 2	Protect Waterways and Surface Water Quality
Operating Element 3	Beautify and Maintain Streets and Public Areas
Operating Element 4	Enforce Aesthetic Codes
Operating Element 5	Maintain Public Buildings and Facilities
Operating Element 6	Protect Beaches
Operating Element 7	Maintain and Acquire Environmentally Sensitive Lands
Operating Element 8	Acquire Open/Green Spaces

▶ Value to Citizens

1. Beautiful city
2. Green and clean city
3. Preserving property values
4. Quality beaches, waterways – Usable by citizens
5. Pride in community – You know you are home

CORE BUSINESS 8	PROTECT INTERESTS OF BOCA RATON

▶ Operating Elements

Operating Element 1	Lobby State and Federal Government
Operating Element 2	Advocate Policy and Interests of Boca Raton: County, Regional, State, Federal
Operating Element 3	Work with F.A.U.
Operating Element 4	Develop Effective Partnerships with Community Organizations
Operating Element 5	Actively Pursue Grants
Operating Element 6	Represent City in Legal Actions
Operating Element 7	Play Role in Shaping Educational Decisions
Operating Element 8	Develop and Maintain Relationships with Legislative Representatives

▶ Value to Citizens

1. Protecting your interests
2. Return on your tax dollars
3. Quality education
4. Maximizing political influence
5. Cooperation with other governments, elected representatives

City of Boca Raton
Policy Agenda 2007 – 2008

TOP PRIORITY

Workforce Housing Policy Direction and Strategy
Downtown Vision and Plan
FAU Strategy
FAU / Boca Raton Community Hospital Project

HIGH PRIORITY

Light Industrial Research Park Interim Guidelines
FAU / I-95 Interchange
Retirement / Pension Cost Containment Strategy
Wildflower Property Direction & Actions

Major Projects 2007 – 2008

1. Countess de Hoernle Park
2. Downtown Library
3. North Beach Renourishment
4. In-City Reclamation Irrigation System (IRIS)
5. Water Treatment Facility Improvements
6. NW 12th Ave.
7. Hidden Valley
8. Boca Raton Heights Drainage Improvements
9. Raw Water Well Equipment / Expansion
10. South Beach Renourishment

Action Outlines 2007 – 2008

TARGET **Workforce Housing Policy Direction and Strategy**

PRIORITY
Policy – Top

Actions

1. Explore alternatives
2. Develop and recommend Comprehensive Plan and Zoning Code Amendments to implement program
3. Develop policies and procedures needed to establish a Trust Fund for Workforce Housing funds to assist in program implementation

Responsibility: Development Services

TARGET **Downtown Vision and Spine Direction**

PRIORITY
Policy – Top

Actions

1. Establish a Downtown Boca Raton Advisory Committee
2. Hire a consulting service
3. Obtain Public input to create an update vision for the Downtown
4. Review recommendations
5. Develop action plan for implementation of initiatives

Responsibility: Development Services

TARGET FAU Strategy

PRIORITY
Policy – Top

Actions

1. Review FAU proposals
2. Analyze impacts on City services and facilities
3. Determine appropriate mitigation
4. Negotiate Campus Development Agreement to address and mitigate impacts
5. Approve Master Plan and Campus Development Agreement

Responsibility: Development Services

TARGET FAU/Hospital Project

PRIORITY
Policy – Top

Actions

1. Review Hospital proposals in coordination with FAU Campus Mater Plan
2. Analyze impacts on City services and facilitates
3. Determine appropriate mitigation
4. Negotiate Campus Development Agreement including the Hospital to address and mitigate impacts
5. Approve Master Plan and Campus Development Agreement to allow a Campus Hospital

Responsibility: Development Services

TARGET L.I.R.P. Interim Guidelines

PRIORITY
Policy – High

Actions

1. Create LIRP zoning district

Responsibility: Development Services

TARGET FAU/I-95 Interchange

PRIORITY
Policy – High

Actions

1. Coordinate with Federal Agencies and FDOT to determine best configuration for additional I-95 Interchange
2. Lobby for accelerated project implementation
3. Secure funding
4. Monitor design and construction process

Responsibility: Municipal Service

TARGET Retirement/Pension Cost Containment Strategy

PRIORITY
Policy – High

Actions

1. Report on impacts of prior pension decisions
2. Analyze impacts of current pension and retirement benefit plans and any proposed changes
3. Determine direction and actions by City

Responsibility: City Manager's Office / Office of Management and Budget

TARGET Wildflower Property Direction and Actions

PRIORITY
Policy – High

Actions

1. Evaluate pros/cons of acquisition and goals
2. Determine potential costs, feasibility and funding
3. Determine direction

Responsibility: City Manager’s Office

GOAL Employee Recruitment, Retention, and Career Planning

Actions

1. Evaluate current recruitment strategies
2. Implement cost-effective technologies to reach more candidates
3. Streamline hiring processes
4. Revitalize orientation process to enhance new employees' sense of the City's mission
5. Enhance leadership development programs
6. Identify and mentor future organizational leaders

Responsibility: City Manager's Office / Human Resources Division

GOAL Multimodal Transportation District (Continued Implementation

Actions

1. Establish a citywide MMTD to address the City's major issue, mobility through a variety of transportation means
2. Complete feasibility study
3. Prepare comprehensive plan amendments, MMTD level of service standards and land development regulations and design criteria
4. Complete Land Use and Urban Form Studies for each subdistrict

Responsibility: Development Services

GOAL Comprehensive Environmental Report (Issues, Analysis and Review)

Actions

1. Prepare comprehensive report on current status and future plans regarding City facilities, programs, and activities
2. Explore appropriate code or process changes, including incentives to promote sustainable environmental future, including "green" buildings
3. Investigate xeriscaping, alternative fuels, and solar energy for City facilities

Responsibility: Development Services / Municipal Services / City Manager's Office

GOAL Traffic Issues

Actions

1. Prioritize actions to improve mobility and traffic flow citywide
2. Continue to implement Advanced Traffic Management System
3. Pursue shuttle system link activity centers and mass transportation
4. Integrate traffic planning with Multi-Modal Transportation District planning and implementation
5. Complete critical care road improvement project

Responsibility: Municipal Services

GOAL North Federal Highway Development Project and Beautification

Actions

1. Encourage redevelopment on the North Federal Highway corridor
2. Explore strategies for preservation and enhancement of the New Pines neighborhood, including funding
3. Evaluate impact and results of Village Center zoning district

Responsibility: Development Services

GOAL Annexation (Analysis and Review)

Actions

1. Update analyses of possible annexation areas
2. Review findings and assumptions in light of changes in property tax collections mandated by the State of Florida
3. Review short and long term staffing and service cost impacts
4. Meet with possible annexation areas as appropriate
5. Implement annexations determined to be beneficial

Responsibility: City Manager's Office / Development Services

GOAL Integrated Technology Strategy

Actions

1. Investigate, review, develop and implement new uses of technology to increase efficiency and effectiveness of City operations
2. Expand the use of technology through all areas of the City to enhance the quality and quantity of services provided to the citizens and businesses of the City, as well as the delivery methods for services

Responsibility: City Manager's Office – Information Technology Division

GOAL Branding

Actions

1. Create community partnerships to develop a brand for the City using research and information about the City and its competitors, and then develop and implement a plan to use and promote the brand.

Responsibility: City Manager's Office

City of Boca Raton

Approach to Performance Measures

The City of Boca Raton's vision is to be known as the premier community, a quality place to live, a great place to work, and an outstanding place to play. The City of Boca Raton will be recognized as a world class local government by its commitment to performance and leadership.

With goals and priorities of a financially sound city government, top quality municipal services, and a strong partnership with our stakeholders, the City continues to demonstrate its ability to be one of the most financially secure local governments in Florida.

Performance Measurement

In order to evaluate the efficiency and effectiveness of the programs and services offered by the City of Boca Raton, and to help in obtaining its "world class local government" status, the City established a performance measurement system, which directly link to the City's Strategic Initiatives. This system will better enable the City to ask not only "What are we doing?" but "How well are we doing?" It provides greater accountability to taxpayers, and a means for demonstrating how well the City of Boca Raton is meeting its goals and priorities.

Each City Department reports performance measures that not only measure its effectiveness and efficiency, but also how well the City is meeting its overall goals.

The City transitioned the performance measurement system in phases. All Departments have included performance measures in this year's budget. Each measure will reflect an actual, an estimate and target for the year.

Performance Measurement - Overview

First Phase	Re-focus goals, objectives, and indicators on outcomes. Develop data to measure performance. Link performance measurement to Strategic Initiatives.
Second Phase	Report performance results. Assess performance, both quantitatively and qualitatively. Use data to make programmatic and funding decisions. Compare City's performance with other similar entities, both internally and externally (benchmarking) Improve practices based on results

Re-assessment of existing goals, objectives, and achievements to realign our system from measurement of output to measurement of progress, toward outcomes.

Performance Measures

Performance Measurement as defined in the Government Finance Officers Association publication, Implementing Performance Measurement in Government--is an ongoing "process for determining how a program is accomplishing its mission through the delivery of products, services, or processes."

An actual measure or indicator how efficiently and effectively the City of Boca Raton provides services to its residents and stakeholders.

Types of Measures (indicators):

Terminology	Definition
Input	Measures the volume of resources, both monetary and non-monetary that are used in delivering a program or service. Unit of city resources expended to produce a service.
Output	Measures the quantity or volume of products and services provided to a program. Measure of product/service provided to the citizen.
Program Effectiveness	Measures the results, accomplishments, or quality of the item or services provided. Degree to which actual outcomes are consistent with desired outcomes.
Program Efficiency	Quantifies the relationship between input and output. Service Quality. The extent to which customers are satisfied with a program.
Outcome	To improve, reduce, or accomplish.

Boca Raton 2012: Our Goals
Strategic Initiatives

Financially Sound City Government

- Expand economic base
- Cost-effective delivery of city services
- Pursuit of revenue generating programs
- Adequate reserves
- Sufficient revenues to maintain or enhance current services
- Secure alternative funding sources

World Class Municipal Services

- Professional, highly competent and motivated workforce
- Attracting top-quality candidates for positions
- Retaining quality employees
- Improved city facilities, including City Hall and other aging facilities
- Continuous improvement of city service delivery and management
- Maintain "state-of-the-art" systems and ongoing training to upgrade staff skill level
- Positive work environment recognizing employee performance

Strong Partnership With Our Stakeholders

- Well-informed citizens
- Citizens involved in city government
- Open government: from our records to new ideas
- Citizen trust and confidence in city officials: Mayor/Council to staff
- More involved, meet with private sector and universities/service
- Effective use of technology for communicating with citizens and for service delivery

PERFORMANCE MEASURES

CITY MANAGER'S OFFICE

Appointed by the City Council to direct the day-to-day operations of the City, the ***City Manager*** is the Chief Administrative Officer for the City of Boca Raton. Each department head is appointed by the City Manager and works closely with him to provide policy recommendations regarding the health, safety, and welfare of the community to the City Council. The City Manager's Office has four divisions that are reporting performance measures; City Clerk, Human Resources, and Information Technology.

The mission of the ***City Clerk's Office*** is to fulfill the traditional city clerk responsibilities of record keeping, documentation of official minutes, preparation of agenda, conducting of elections, and to coordinate the implementation of a proactive public information and communications program. The City Clerk is also responsible for the Boards and Committees Division, which supports the City's 26 advisory boards and committees.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
World Class Municipal Services			
• Live telecast of meetings	81	81	108
Strong Partnership with Our Stakeholders			
• Records microfilmed/scanned	207,590	210,000	220,000

Human Resources is responsible for the recruitment and employment of a workforce of 1,330 full time and 533 part time employees. Human Resources coordinates citywide training, with an emphasis on leadership. Labor contract negotiation and administration, incentive and recognition programs, and citywide employee events are managed by Human Resources. Over 600 citizen volunteers are placed by Human Resources in a variety of programs throughout the City.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
World Class Municipal Services			
• % of new hires "recruited" via job fairs and non traditional recruitment efforts.	15%	15%	35%
• % of all full and part time employees receiving training (Policy Refresher Training, etc.)	100%	100%	100%

The mission of the City Manager's Department, operating in the ***Information Technology (IT) Fund***, is to maintain all hardware and software utilized for the City's computer and telecommunications systems. The Information Services Division is responsible for the city-wide computer network which consists of an IBM AS/400 midrange computer, connected by an electronic network to approximately 800 desktop and 400 laptop computers located throughout the City. The AS/400 houses financial and statistical data used by city staff and the general public.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
World Class Municipal Services			
• Respond to call for technical assistance within 4 hours	92%	94%	94%
• Upgrade City personal computers on a three year cycle	25%	25%	25%

FINANCIAL SERVICES

The mission of the Financial Services Department is to provide competent and comprehensive financial services for the City Administration to enable all departments to work in the best interests of our community and to instill the City's value system among all employees to foster innovative solutions achieving an outstanding level of service. Financial Services manages the City's financial resources in the most cost effective and efficient manner. The Department provides relevant, timely financial information to the public, decision makers and to City management. Financial Services is responsible for the safeguarding of the City's assets through appropriate controls.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
Financially Sound City Government			
Administration:			
• Percentage of time GFOA Certificate for Excellence in Financial Reporting received.	100%	100%	100%
• Desired general obligation bond rating received from the three rating agencies	AAA	AAA	AAA
Purchasing:			
• Perform procurement card audits to ensure compliance to the policy.	25	30	30
Treasury:			
• Available funds in interest-bearing investments	100%	100%	100%
Risk Management:			
• Percentage of liability claims settled within the reserved amount	75%	80%	85%
Office of Management & Budget:			
• Receive the GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes
World Class Municipal Services			
Administration:			
• Number of training sessions performed that increase Financial Services staff's knowledge of each division's responsibilities.	1	1	3
Office of Management & Budget			
• Budget Training Classes	6	8	6
Strong Partnership with our Stakeholders			
Office of Management & Budget			
• Production of Approved Budget documents (hard copy and City website accessible)	Yes	Yes	Yes

DEVELOPMENT SERVICES

The mission of the Development Services Department is to sustain and enhance the City of Boca Raton by promoting leadership in order to provide the highest quality customer service in a cost effective/ responsible manner. We will be recognized as an invaluable community resource that protects and enhances the built, living and natural environments. To accomplish this goal, the Department will work to protect/preserve neighborhoods, assist in the creation of jobs and protection of the tax base by promoting quality development/ redevelopment, protect/preserve the City's natural environment, and support the provision of housing opportunities for all Boca Raton's citizens.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
World Class Municipal Services			
Administration:			
• Percentage of Employees who responded to annual survey that they are satisfied with working within the department	68%	63%	51%
Strong Partnership with Our Stakeholders			
Administration:			
• % of Citizen Inquiries/Requests responding within 2 days of receipt	98%	99%	100%
Code Compliance/Licensing:			
• Percentage of Complaints/Inquiries Investigated within 72 hours of Receipt	94%	95%	100%
• Number of complaints/inquiries	2,465	2,018	1,900
• Percentage of License Inspections Conducted within 7 days of Complete Application	75%	80%	85%
• Number of License Inspections conducted	7,810	8,806	9,800
Planning & Zoning:			
• Percentage of Public Hearings before Comm. Redevelopment Agency in 60 days from Complete Application	95%	100%	100%
• Number of Applications Processed	9	10	10
• Percentage of Public Hearings before Planning and Zoning Board in 30 days from Complete Application**	98%	100%	100%
• Number of Applications Processed	87	100	100
CDBG:			
• Ensure a minimum of low-income families are served by annually evaluating the effectiveness of policy caps within the Housing Rehab Program	4	4	4
Affordable Housing:			
• Ensure a minimum of low-income families are served by annually evaluating the effectiveness of policy caps within the Home Buyers Program.	10	14	10

POLICE SERVICES

The mission of the Police Services Department is to work with residents to enhance the quality of life in the City of Boca Raton through progressive police service in partnership with the community.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
Strong Partnership with Our Stakeholders			
Chief's Office:			
• Maintain CALEA accreditation	Yes	Yes	Yes
• Reduce Internal Affairs complaints/investigations over previous year	15	13	12
Community Services:			
• Increase boating safety inspections	520	570	600
• % of elementary schools with smart choices program	7%	50%	60%
Communications/Dispatch:			
• % of 911 calls answered within 0-5 seconds	60%	62%	65%
Bureau of Field Services:			
• % of customers feeling safe at night (annual survey)	79%	80%	80%
World Class Municipal Services			
Administrative Services:			
• % of Police Services staff trained	100%	100%	100%

FIRE-RESCUE SERVICES

The mission of the Fire-Rescue Services Department is to prevent and minimize the loss of life and property through the delivery of the highest quality, effective, and efficient emergency fire-rescue service, emergency medical services, special operations emergency response, fire prevention, and public education services to the people of Boca Raton.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
Strong Partnership with Our Stakeholders			
Administration:			
• Total Fire Responses	2,521	3,000	3,000
• Total EMS Responses	9,885	10,000	10,300
• Total Non-Emergency & Other	1.996	2,500	2,500
• Suspicious Incidents	4	5	5
• Average Fire Response Time (Minutes)	6.21	6.40	6.40
• Average EMS Response Time (Minutes)	5.36	5.50	5.50
• Average Non-Emergency Response Time (Minutes)	7.39	7.60	7.60
• Average Suspicious Incident Response Time (Minutes)	6.91	10.00	10.00
• Fire Responses > 8 Minutes	15.69%	20%	20%
• Average Suspicious Incident Response Time (Minutes)	6.91	10.00	10.00

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
• Fire Responses > 8 Minutes	15.69%	20%	20%
• EMS Responses > 8 Minutes	7.52%	9%	9%
Fire & Life Safety:			
• % of new construction inspections completed within 1 day of request	N/A	94%	94%
World Class Municipal Services			
Fire & Life Safety:			
% of staff receiving training	100%	100%	100%

MUNICIPAL SERVICES

The mission of the Municipal Services Department is to provide services in the most efficient manner to provide a safe, clean, and high-quality community. Also, to respond quickly and effectively to emergencies providing an efficient delivery of services.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
Strong Partnership with Our Stakeholders			
Streets:			
• Investigate and develop plan to repair or replace sidewalk within 24 hours of complaint.	90%	90%	92%
• Completion of Utilities open pavement repairs within one-week period.	80%	90%	92%
Dredge:			
• Dredge 100,000 cubic yards of sand from inlet	50,000	75,000	100,000
• Keep the inlet channel at a 6' depth everyday	80%	80%	80%
Facilities Maintenance:			
• To reduce external work orders thru Facilities Maintenance proactive awareness within City facilities.	N/A	5%	10%
Sanitation:			
• Resolved missed pick ups within 24 hours	100%	100%	100%
• Complete daily routes	96%	98%	98%
Traffic/Special Projects:			
• Record and reduce yearly number of reported motor vehicle crashes per 1,000 population	38.0	39.0	39.0
• Record average travel times along major City arterials and improve or maintain L.O.S. (average travel speed) yearly.	24 mph	25 mph	25 mph
Engineering Services:			
• Complete projects within 10% of original bid.	90%	100%	100%
• Complete land, boundary, topographic and "as-built" surveys within 15 days.	90%	90%	90%

STORMWATER UTILITY FUND

The mission of the Municipal Services Department, operating in the ***Stormwater Utility Fund***, is to cooperatively design, construct, inspect and maintain the City's separate Stormwater system in accordance with the Environmental Protection Agency National Pollutant Discharge Elimination System (NPDES) permit including, but not limited to, project management for capital improvements, construction inspections for drainage improvements, project planning/development and policy development/guidance, enforcement and implementation.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
World Class Municipal Services			
Maintenance:			
• Exceed level of maintenance required by NPDES for stormwater inspection, cleaning and repair	100%	100%	100%
Engineering:			
• Complete projects within 10% of original bid.	85%	90%	100%

MOTOR POOL FUND

The mission of the ***Fleet Maintenance Division*** of Municipal Services, operating in the Motor Pool Fund, is to provide low cost, efficient maintenance to prolong the useful life of the fleet, provide vehicles that are safe and reliable and maximize the residual value of the City's fleet. The Fleet Maintenance Division is responsible for the repair and maintenance of 955 pieces of rolling stock. This equipment ranges from golf carts to Class 8 large trucks. Fleet Maintenance is also responsible for various fuel sites throughout the City.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
World Class Municipal Services			
• Maintain a high level of expertise in Fleet Maintenance industry by providing an on-going training program	118 hours	269 hours	480 hours
• Reduce equipment down-time thru additional preventative maintenance activities	N/A	3 work days	2 work days

RECREATION SERVICES

The mission of the Recreation Services Department is to provide and preserve quality customer service programming within the Library, parks, recreation, leisure, resource management and information services, through facilities, programs and resources which are relevant, educational, attractive, environmentally conscious and affordably accessible to the community of Boca Raton.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
Strong Partnership with Our Stakeholders			
Library:			
• Reference and information questions are answered before patrons leave the library.	N/A	85%	85%
• Telephone reference questions are answered while patron is on the phone.	N/A	75%	75%
Recreation:			
Community Centers			
• Class patrons will rate their experiences as "outstanding" on the post-class survey.	N/A	90%	90%
Ocean Rescue			
• Assure beachfront park patrons return safely to shore	N/A	100%	100%
Aquatics			
• Learn to swim class participants will demonstrate the ability to advance to the next level	N/A	80%	80%
Athletics			
• Participation in City-operated youth sports programs will indicate a desire to participate, if eligible, next season.	N/A	88%	90%
Tennis Centers			
• Children participating in the winter, summer and fall camps will express, in their post-camp evaluation, an interest in attending camps, if eligible, in the future.	N/A	75%	75%
Parks:			
• Maintain all park properties in accordance with the Recreation Services Department standards, by preventative, cyclic, routine, non-routine and special response measures.	N/A	95%	95%
• Ensure safe and sanitary restrooms throughout the City's park system on a daily basis..	N/A	95%	95%

BEAUTIFICATION FUND

The mission of the Recreation Services Department, operating in the ***Beautification Fund***, is to provide a highly aesthetic and healthy network of City right-of-way medians for the benefit of the traveling citizenry of Boca Raton and those who are visiting as well. Staff is dedicated to managing these resources efficiently and safely using appropriately trained staff to achieve an enhanced biological and environmental state of the urban roadway landscape. Staff continually searches for and adapts to situations where the program can result in labor cost reductions and water conservation.

Performance Measures	2005-06 Actual	2006-07 Estimatec	2007-08 Target
Strong Partnership with Our Stakeholders			
• On a daily basis, monitor contract landscape maintenance services for compliance with contract schedules of value	N/A	95%	95%
• Maintain *Tree City* status by planting new trees throughout the City, in the appropriate landscape settings.	N/A	95%	95%
• Remove and replace dead or accident-damaged trees, palms, shrubs, ground cover and turf within two weeks of discovery, to maintain a "City Within A Park" theme.	N/A	75%	75%

BEACH & PARK DISTRICT FUND

The mission of the Recreation Services Department, operating in the ***Beach & Park District Fund***, is to provide and preserve quality parks, recreation, leisure and resource management through facilities, programs and resources which are relevant, educational, attractive and affordably accessible to the Boca Raton area. Costs are reimbursed through an interlocal agreement with the Greater Boca Raton Beach and Park District.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
Strong Partnership with Our Stakeholders			
Recreation:			
Aquatics			
• Learn-to-swim class participants will demonstrate the ability to advance to the next level.	N/A	80%	80%
Athletics			
• Participation in City-operated youth sports programs will indicate a desire to participate, if eligible, next season.	N/A	88%	90%
Ocean Rescue			
• Assure beachfront park patrons return safely to shore.	N/A	100%	100%
Tennis Centers			
• Children participating in the winter, summer and fall camps will express, in their post-camp evaluation, an interest in attending camps, if eligible, in the future.	N/A	75%	75%
Community Centers			
• Class patrons will rate their experiences as "outstanding" on the post-class survey.	N/A	90%	90%
Parks:			
• Maintain all park properties in accordance with the Recreation Services Department standards, by preventative, cyclic, routine, non-routine and special response measures.	N/A	95%	95%
• Maintain dune crossovers and recreational boardwalks in safe and usable condition.	N/A	95%	95%

CEMETERY/MAUSOLEUM

The mission of the Recreation Services Department, operating in the Cemetery/Mausoleum Fund, is to provide quality service to City residents, along with the highest standards of maintenance for existing and future Cemetery/Mausoleum facilities. The Recreation Services Department provides assistance to the public in making final resting place arrangements and maintains all Cemetery burial, Mausoleum entombment and historical records.

Performance Measures	2005-06 Actual	2006-07 Estimatec	2007-08 Target
Strong Partnership with Our Stakeholders			
• Ensure consistent compliance with rules and regulations as related to decorations, by removing violations within one workday.	N/A	95%	95%
• Provide timely, professional quality entombment and ennichment services to the Boca Raton Mausoleum Company at no additional charge.	N/A	277	280

GOLF COURSE FUND

The City of Boca Raton's Recreation Services Department, operating in the ***Golf Course Fund***, has a mission to furnish quality facilities, programs, activities and services to residents and non-residents, under a sound management and financial plan, that is competitive and self supportive.

Performance Measures	2005-06 Actual	2006-07 Estimatec	2007-08 Target
Financially Sound Government			
• Increase total user revenue by stated amounts over previous year's approved budget.	$90,700	$237,600	$248,500
• Increase total rounds played by stated amounts over previous year's actual rounds played.	9,780	6,567	1,918
Strong Partnership with Our Stakeholders			
• Properly reset pin placements on all greens daily	N/A	N/A	360
• Aerate all greens and tees three times per year	100%	100%	100%

UTILITY SERVICES

The mission of the Utility Services Department, operating in the Water & Sewer Enterprise Funds, is to provide water and sewer services to approximately 34,600 accounts, including residential, commercial, industrial and educational. The service area extends from the Atlantic Ocean on the east to the Florida Turnpike on the west. The northern and southern service boundaries are the City limits. The service area encompasses approximately 35 square miles.

Performance Measures	2005-06 Actual	2006-07 Estimated	2007-08 Target
World Class Municipal Services			
Administration:			
• Percentage of Utility employees attending training courses 20 or more hours per year.	70%	65%	70%
Water:			
• Percentage of time drinking water surpasses state/federal standards	100%	100%	100%
Wastewater:			
• Percent of raw waste water flowing into treatment facility	100%	100%	100%
Strong Partnership with Our Stakeholders			
Meter Reading:			
• Meter reading accuracy rate	17,943 95%	17,943 95%	17,943 99%
• Number of stopped registers in system	1% 1.3%	1%	1%
• Number of stopped meters in system			
• Number of work orders completed within 1 business day (including tests)	90%	90%	100%
Water:			
• Percentage of water service calls responded to within 2 hours.	100%	100%	100%

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

CITY COUNCIL

Steven L. Abrams, Mayor
Susan Whelchel, Deputy Mayor
M. J. Mike Arts, Council Member
Peter Baronoff, Council Member
Bill Hager, Council Member

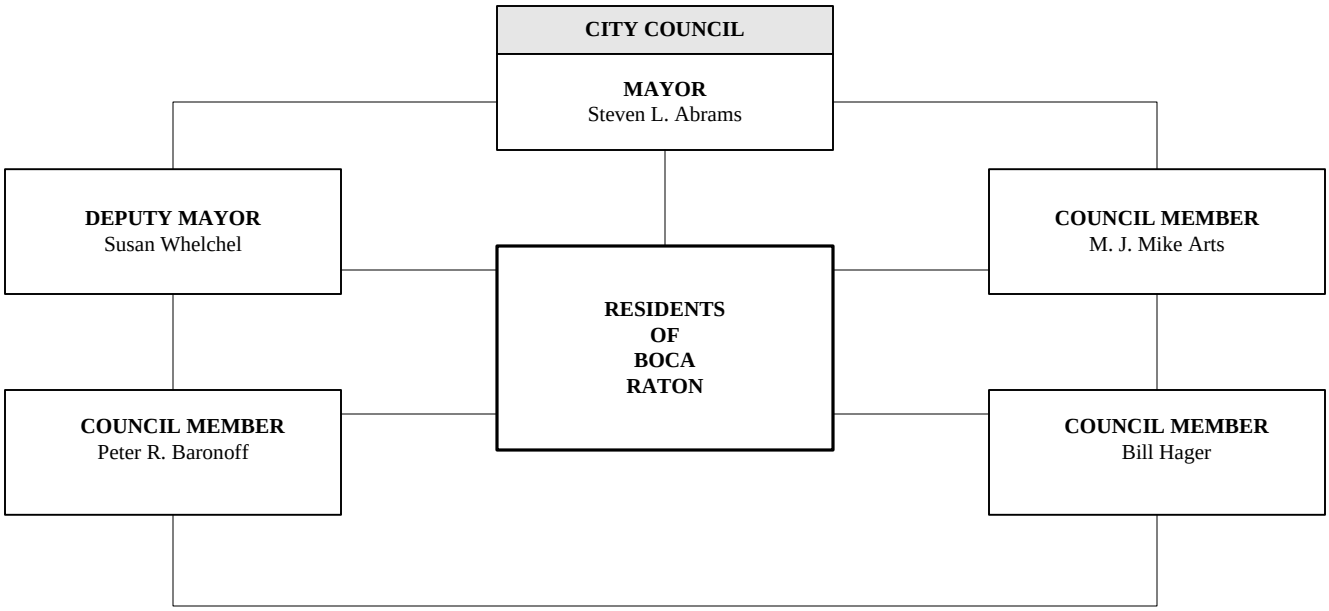
The City of Boca Raton is governed by a five member City Council, elected at large on a non-partisan basis. The Mayor presides at all Council meetings and other public functions and is the ceremonial head of the City.

The Council legislatively determines policy and appoints a City Manager who is responsible for administration of that policy and managing the City's departments and services.

City Council elections are held on the second Tuesday of March. The Mayor and City Council Members are elected for three-year terms and can serve no more than two consecutive terms. Candidates are elected by plurality. To be eligible to seek office, candidates must be a qualified elector of the city at the time of qualifying for candidacy and a resident of the City for at least 30 days prior to the first day of the qualifying period.

Council meetings are held in the Council Chambers, City Hall, at 6:00 p.m. on the second and fourth Tuesday of each month. Workshop meetings are held at 1:30 p.m. on the second and fourth Monday of each month. Meeting dates are subject to change. Specific information on Council meetings and advisory board meetings is available from the City Clerk's office. All meetings of the City Council and its various advisory boards are open to the public. Residents are encouraged to attend and participate in these meetings.

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	100,176	104,000	104,000	114,100
Other Operating	152,700	215,900	215,900	208,400
Supplies	1,830	7,400	7,400	2,000
TOTAL	**254,706**	**327,300**	**327,300**	**324,500**



= BUDGET DIVISION

Approved Positions FY 06/07	5.00
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-
Approved Positions FY 07/08	**5.00**

CITY MANAGER

Leif J. Ahnell, City Manager
George S. Brown, Deputy City Manager
Michael J. Woika, Assistant City Manager

A ppointed by the City Council to direct the day-to-day operations of the City, the City Manager is the Chief Administrative Officer for the City of Boca Raton. Each department head is appointed by the City Manager and works closely with him to provide policy recommendations regarding the health, safety, and welfare of the community to the City Council.

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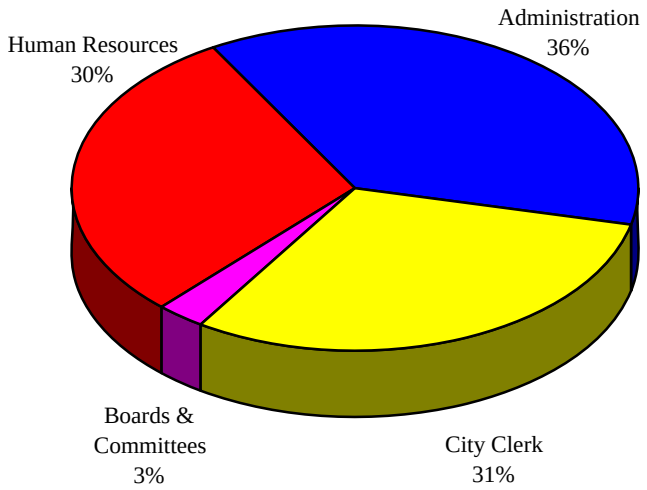
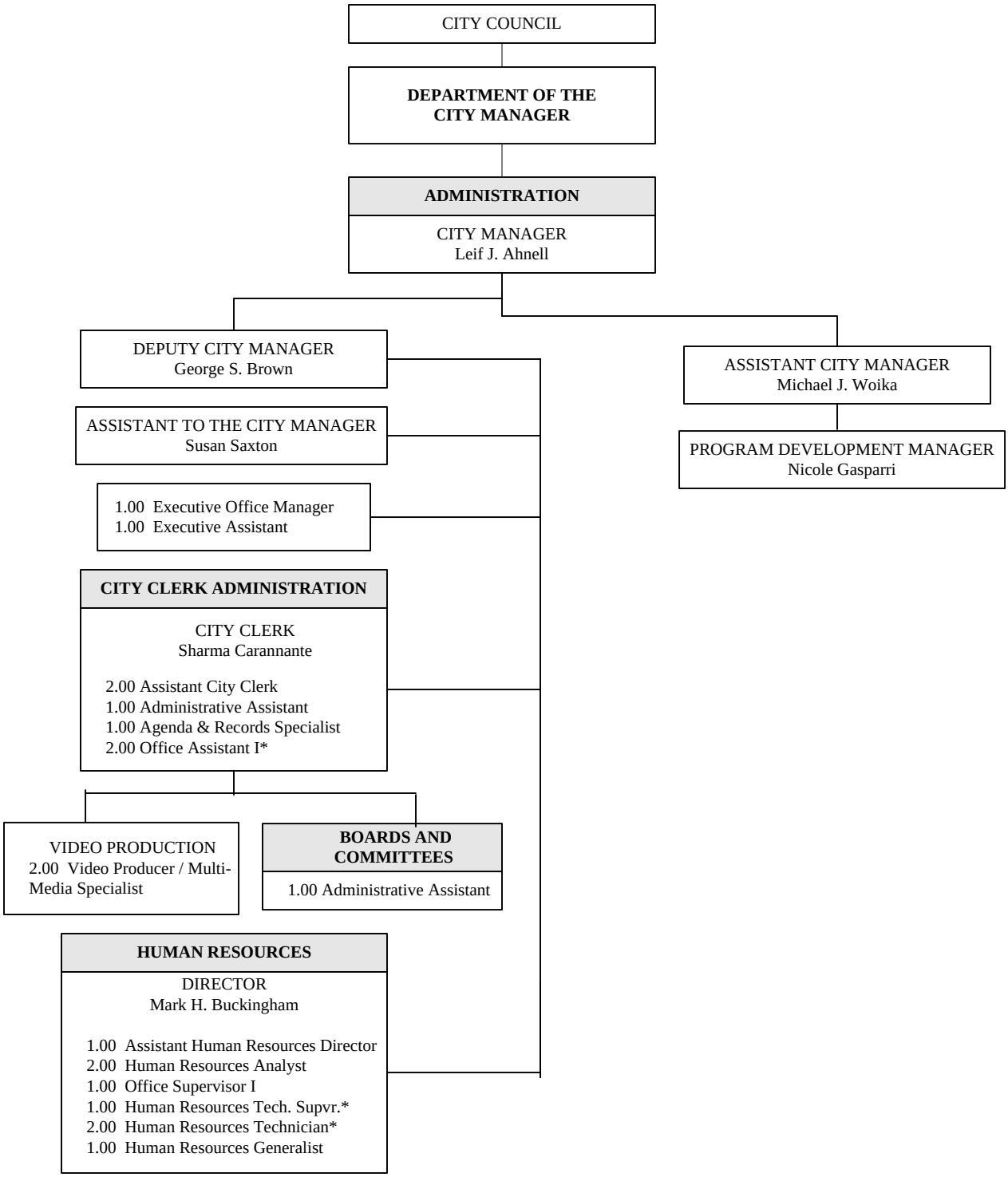


DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 1,110,300
City Clerk	921,700
Boards & Committees	90,900
Human Resources	893,600
TOTAL	**$ 3,016,500**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	2,529,197	2,806,400	2,806,400	2,431,300
Other Operating	596,084	730,300	805,400	519,500
Supplies	49,606	73,500	85,900	65,700
Transfers	2,000	-	-	-
TOTAL	**3,176,887**	**3,610,200**	**3,697,700**	**3,016,500**
Full-time Employees	30.00	32.00	32.00	26.00



1.00 Sr. Human Resources Assistant reclassified to HR Technician Supervisor
2.00 Human Resources Assistant reclassified to HR Technician
-1.00 Education Advocate
+1.00 Program Development Manager
-1.00 Office Assistant I (City Clerk)
-1.00 Public Information Officer
-4.00 OMB moved to Financial Services Department
-6.00

= BUDGET DIVISION

Approved Positions FY 06/07	32.00
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-6.00
Approved Positions FY 07/08	**26.00**

CITY CLERK'S OFFICE

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	630,995	744,700	744,700	672,400
Other Operating	236,230	319,100	369,700	286,600
Supplies	22,059	36,800	37,100	53,600
TOTAL	**889,284**	**1,100,600**	**1,151,500**	**1,012,600**

Description of Division and Activity

The City Clerk Division is responsible for record archiving and management, administration of general and special elections, publication of the City Council agenda, and development of proactive public information and communications programs. The City Clerk Division is also responsible for coordinating the activities of, and providing support for, regulatory and advisory boards and commissions.

Goal

To provide optimum internal administrative services and to provide the public with accurate, timely information about City government and legislation that affects their daily lives.

Objectives 2007-08

- Produce updated employee orientation video.
- Implement infrastructure improvements (video and related systems).
- Streamline / consolidate City citizen boards.
- Publish board member manual / offer board member education sessions.
- Continue participation in hurricane preparation communication / education initiatives.
- Continue production of department videos for community outreach and employee education.
- Increase internal accessibility of legislative documents.

Achievements 2006-07

- Continue staff development through leadership training.

  Staff continues to participate in leadership training opportunities.
- Produce videos showcasing services and function of each City Department to be used for citizen and staff education.

  Produced video highlighting Utility Services. Additional departments in planning stage.
- Continue to provide assistance to IT for implementation of Phase II – Digital Records Management

  Staff continues to be available to provide assistance in this endeavor.
- Produce updated employee orientation video.

  Postponed due to more pressing priorities of the video division and human resources.
- Explore options for streamlining the agenda process.

  Staff continues to participate on a task force that is exploring options.

Achievements 2006-07
Other Achievements:
• Replacement of Council Chamber audio system.
• Conversion to digital recording technology (audio and video).
• Video productions highlighting and promoting the City.
• Participation in hurricane preparedness.
• Expansion of in-house printing capabilities.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services / Strong Partnership with our Stakeholders					
Live telecast of meetings	81	81	99	99	108
Records microfilmed/scanned	207,590	207,590	210,000	210,000	220,000

HUMAN RESOURCES

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	518,596	656,500	656,500	697,000
Other Operating	281,347	324,400	346,000	187,200
Supplies	11,670	15,800	26,800	9,400
TOTAL	**811,613**	**996,700**	**1,029,300**	**893,600**

Description of Division and Activity

The Human Resources Division is responsible for the recruitment and employment of the City's workforce; coordinates City-wide training; administers compensation plans; designs and presents annual employee relations events; manages the collective bargaining process with the three (3) labor unions and administers the contracts; develops employment policies and procedures; distributes polices and related materials; administers a comprehensive volunteer program; provides advice and assistance to management, employees and the public on Federal, State and City employment related matters. The current City workforce consists of 1,298 full time and 463 part time employees.

Goal

To provide City employees, applicants and volunteers with outstanding customer service on all Human Resources and Employee Relations issues. Provide expert advice to applicants and employees on all Human Resources matters

Objectives 2007-08

- Reengineer work functions for efficiency and economy of scale
- Implement new recruitment strategies to pinpoint where applicants are most likely to reside
- Review, research and recommend innovative compensation strategies
- Review, research and recommend innovative recruitment strategies
- Implement new advertising strategies
- Improve and distribute updated Personnel Procedures and Memorandum document

Achievements 2006-07

- Design and recommend benefit package changes for General Employees

  The Human Resources Division conducted research to compare benefits provided to employees in surrounding municipalities such as Broward County, Fort Lauderdale, Port St. Lucie, Tamarac, Deerfield Beach, Boynton Beach and Delray Beach. The recommendations are being reviewed by the City Managers office for feasibility and budgetary considerations.

  The proposal includes:
  - Compressed Work-Week - Adjust current pay period of ten days and eighty hours to eight days and eighty hours or nine-days and eighty hours.
  - Paid Leave Enhancements - Allow employees to cash-out a maximum of eighty hours of annual leave per fiscal year.
  - Wellness Programs - On-site gym at City Hall, allow employees use of new gym at the 6500 building or provide a City subsidized gym membership for employees.
  - On-Site Health Clinic - May potentially reduce the City's health insurance expense.
  - Child Care Assistance
  - Defined Benefit Plan Revisions - Reduce vesting to five years from the current ten year period.
  - Adoption Assistance - Subsidy paid by the City
  - Pre-paid Legal Services

Achievements 2006-07

- Coordinate with the City Attorney's Office the revision of out dated Policy and Procedure Memoranda

  Revisions to several Policy and Procedure Memoranda have been submitted to the City Attorney's office for review. They include:
  - Revised Employee Handbook
  - Sexual Harassment Policy
  - General Complaint Policy
  - Violence in the Workplace Policy
  - Family Medical Leave Act (FMLA) Policy

  Human Resources is currently updating other policies to be sent to City Attorney's office for review.
- Successfully negotiate successor collective bargaining agreements with the FOP and the NCF&O/SEIU
  - Collective Bargaining for FOP contract is currently underway. A Tentative Agreements has been reached with the NCF&O/SEIU
  - The Human Resources Division has successfully completed Impact Bargaining with the IAFF Union in an effort to reduce overtime usage.
- Review and redesign oral interview process for the Fire and Police Departments
  - The Fire and Police oral interview process has been redesigned to include a Human Resources Representative on each oral board. Training has been completed with each Department to establish consistency in the oral interview process. Fire and Police continue to work closely with Human Resources in designing the questions for the oral board and reviewing candidate qualifications.
  - A major change in the Fire Rescue Department interview process was made. Candidates will be skill tested prior to the oral interview. This provides that the oral interview process will involve only those certified Firefighter/Paramedics that have successfully completed a demonstration of their competencies.
- Introduce behavior based interview training for hiring managers in all Departments

  Human Resources conducted behaviorally based interview training for the following Departments (This is an ongoing goal. Ultimately all supervisors will be required to receive this training):
  - Police Services
  - Fire Rescue Services
  - Recreation Services
- Continue to seek viable alternatives to print advertising for recruitment
  - Human Resources saved 55.6% of the advertising budget by significantly reducing the City's print advertising expense. Recruitment levels remain consistently high by fully utilizing online advertising resources such as the City's website, Governmentjobs.com and surrounding universities.
  - Human Resources was able to reduce its budget by 14% for FY 2008, primarily due to the reduction in advertising dollars.
  - Human Resources will continue with data driven approaches to creatively attract the most qualified applicants for each vacant position.

<u>Other Achievements</u>:

- Hire, cross training and assimilation of outstanding Human Resources Team
- Recipient of Department/Division of the Year Award
- Implemented steroid testing for IAFF Bargaining Unit Members
- Completed I-9 audit of all current employee files
- Provided Policy Refresher Training to all employees
- Participate in all Police and Fire oral interview boards
- Organized the interviewing and selection process of Police and Fire Chief
- Partnered with Information Technology on automated appraisal system

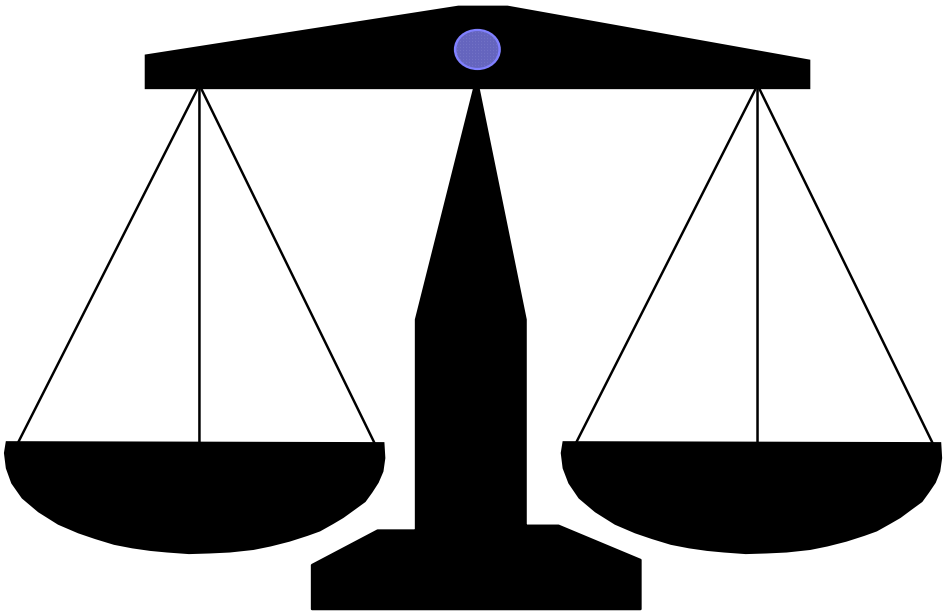
PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
% of new hires "recruited" via job fairs and non traditional recruitment efforts.	15%	15%	15%	15%	35%
% of all full and part time employees receiving training (Policy Refresher Training, etc.)	100%	100%	100%	100%	100%
% of separating employees that have exit interviews	10%	10%	100%	10%	100%
% of new employees attending orientation within the first payroll of their employment	90%	90%	100%	90%	100%

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

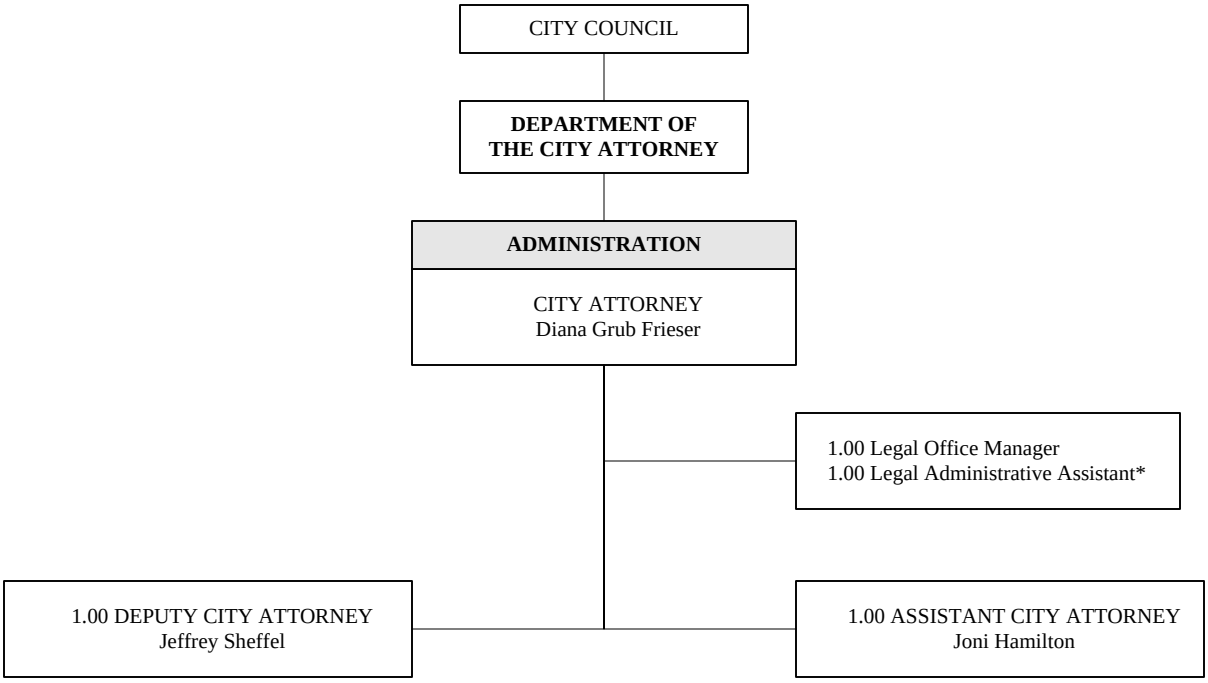
CITY ATTORNEY

Diana Grub Frieser, City Attorney

The City Attorney, who is appointed by City Council, is responsible for advising the City Council, City staff, the Boca Raton Community Redevelopment Agency, and various City boards and committees on legal matters concerning the City.



EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	624,463	692,200	727,200	737,700
Other Operating	131,106	231,400	226,900	218,900
Supplies	28,150	21,100	25,600	21,100
TOTAL	**783,719**	**944,700**	**979,700**	**977,700**
Full-time Employees	5.00	5.00	5.00	5.00



1 Legal Secretary reclassified to Legal Administrative Assistant

= BUDGET DIVISION

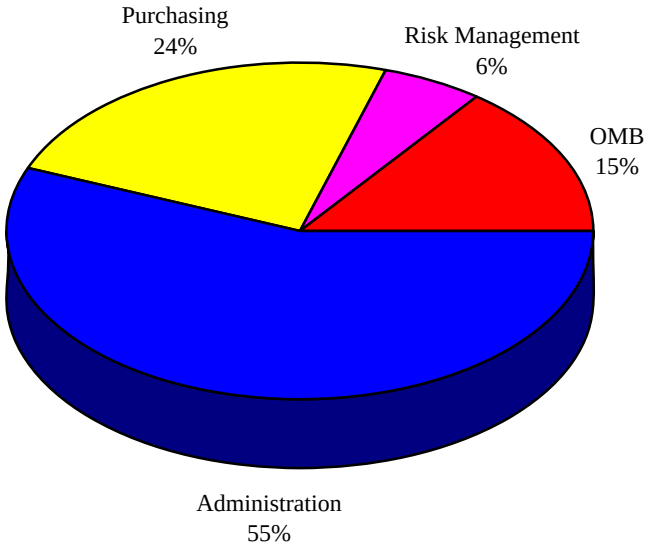
Approved Positions FY 06/07	5.00
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-
Approved Positions FY 07/08	**5.00**

FINANCIAL SERVICES

Mervyn C. Timberlake, Jr., C.P.A., Financial Services Director
Linda C. Davidson, C.P.A., Deputy Financial Services Director

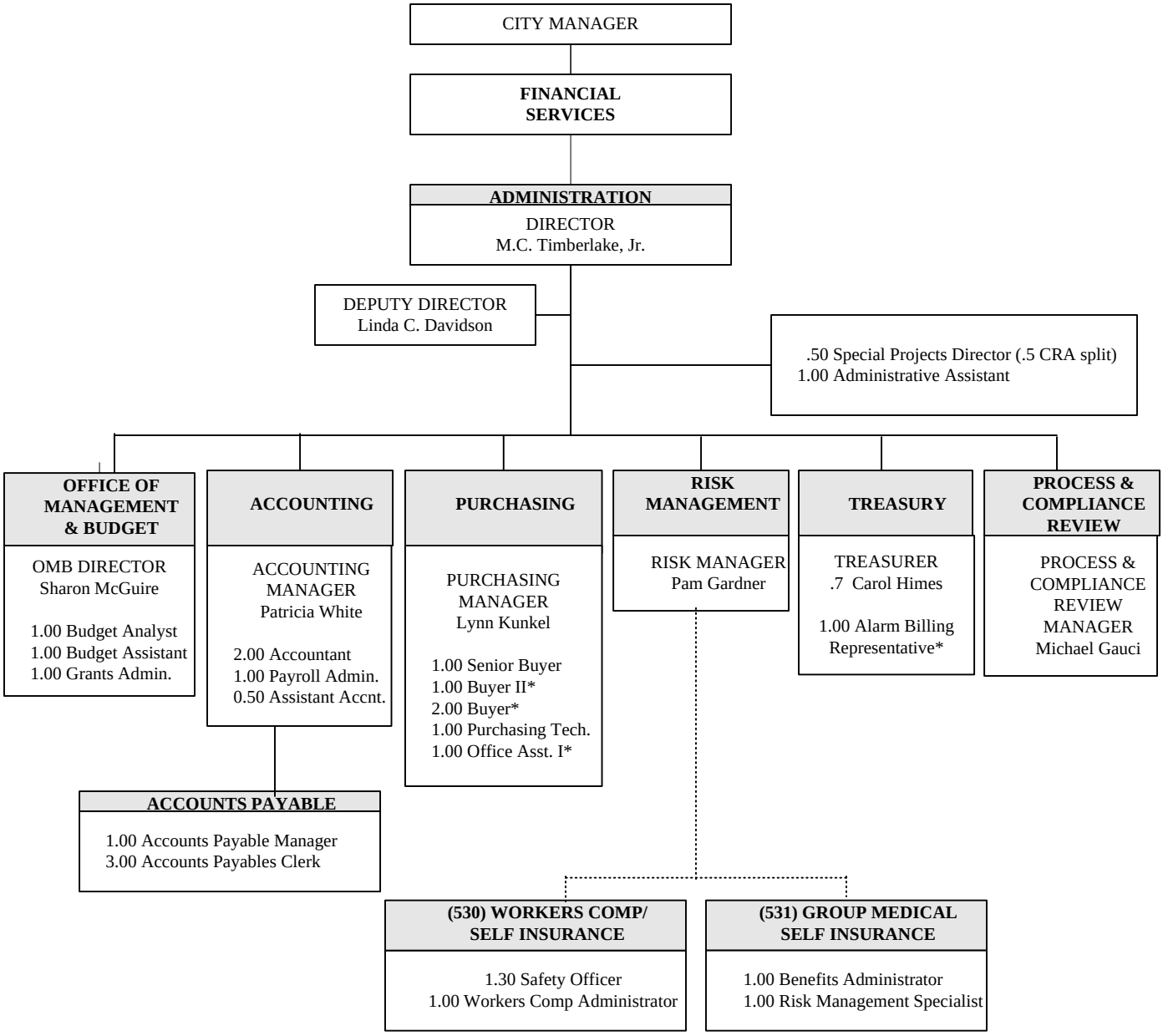
The mission of the Financial Services Department is to provide competent and comprehensive financial services for the City Administration to enable all departments to work in the best interests of our community and to instill the City's value system among all employees to foster innovative solutions achieving an outstanding level of service. Financial Services manages the City's financial resources in the most cost effective and efficient manner. The Department provides relevant, timely financial information to the public, decision makers and to City management. Financial Services is responsible for the safeguarding of the City's assets through appropriate controls.

The activities of Financial Services include Administration, Office of Management and Budget, Purchasing, Risk Management and Customer Service.



DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 1,590,500
Purchasing	676,000
Risk Management	157,400
Office of Mgmt & Budget	414,300
TOTAL	**$ 2,838,200**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,578,984	1,742,300	1,742,300	2,277,400
Other Operating	453,342	495,000	496,000	525,200
Supplies	23,860	87,000	89,800	35,600
Capital Outlay	2,300	45,500	59,300	-
Transfers	-	19,000	19,000	-
TOTAL	**2,058,486**	**2,388,800**	**2,406,400**	**2,838,200**
Full-time Employees	18.20	20.20	22.20	25.70



*
+4.00 OMB moved from City Manager
1.00 Victim Advocate (Police) reclassified to Alarm Billing Rep and transferred to Treasury
1.00 Buyer reclassified to Buyer II
+1.00 Office Assistant I (current year revision)
+ .50 Special Projects Director
+5.50

Approved Positions FY 06/07	20.20
Revised Positions FY 06/07	+1.00
Personnel Changes FY 07/08	4.50
Approved Positions FY 07/08	**25.70**

= BUDGET DIVISION

ADMINISTRATION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	930,190	1,089,000	1,089,000	1,188,100
Other Operating	347,472	382,600	381,800	386,600
Supplies	14,160	72,200	74,100	15,800
Capital Outlay	2,300	45,500	59,300	-
Transfers	-	2,000	2,000	-
TOTAL	**1,294,122**	**1,591,300**	**1,606,200**	**1,590,500**

Description of Division and Activity

Administration provides direction to the Financial Services divisions and manages the City's financial resources in the most cost effective and efficient manner and provides relevant, timely financial data to the public and City management.

Goal

To provide a high standard of comprehensive financial services to City Departments, the public, bond rating agencies and other governmental agencies while safeguarding the City's financial assets and physical assets through appropriate controls.

Objectives 2007-08

- Implement an electronic payment program versus issuance of a paper check for high volume vendors.
- Review emergency medical billing and collection procedures in place with third party billing vendor, ADPI both before and after implementation of new EMS hardware and software.
- Prepare a City administrative policy on the level of fund balances in accordance with the Government Finance Officers Best Practices.
- Prepare a City administrative policy on the issuance and level of debt in accordance with the Government Finance Officers Best Practices.
- Perform succession planning to ensure continuity and training for critical position, as staff reaches retirement age.
- Continue updating departmental policies and procedures to ensure accurate performance and provide a vehicle for cross training staff.
- Implement false alarm permitting procedures and implement new alarm software.
- Perform compliance/process review to increase City revenue by looking for ways to enhance collection of existing fees
- Explore outsourcing a portion of the City's core operating portfolio to professional money managers to invest in corporate bonds in order to maximize interest earnings.
- Provide monthly financial statements in a paperless format to departments requesting this format.
- Improve bad debt collections for false alarms.
- Purchase and implement Procurement Card software to streamline accounting and payment processes for procurement cardholders as well as Accounts Payable staff.

Achievements 2006-07

- With the assistance of an actuary, obtain the cost of funding the City's health insurance liability for retirees. This information will be required for the City to be in compliance with the Government Accounting Standard's Board Statement Number 45, Accounting and Financial Reporting by Employers for Post employment Benefits Other Than Pensions.

  RFP has been prepared and is ready to issue. It is anticipated that the Actuarial firm will be selected and study completed by September 20, 2007.
- Implement an electronic payment program versus issuance of a paper check for high volume vendors.

  Due to complete turnover in the Accounts Payable staff, this objective was not completed during the current year.
- Obtain financing for any identified city projects or programs, as required.

  Financing was not required during the fiscal year.
- Explore the processing of passport applications at City facilities other than City Hall.

  Processing of passport applications will be reviewed when City Hall at Town Center is opened.
- Train and implement Laser fiche technology for accounts payable for better records management. Scanning documents will also reduce the duplicate set of vendor invoices currently retained for documenting and recording purchases of capital assets.

  Due to deficiencies in the software program and turnover in the accounts payable staff, this objective was not completed.
- Increase City revenue by looking for ways to enhance collection of existing fees.

  Staff reviewed the emergency medical billing process and presented recommendations to both Fire and Financial Services. The Fire Department researched EMS software, prepared an RFP and will soon be selecting a vendor. Additional review will be performed with the billing vendor, ADPI.
- Prepare a City administrative policy on the level of fund balances in accordance with the Government Finance Officers Best Practices.

  This objective will be moved to the current year.
- Explore outsourcing a portion of the City's core operating portfolio to professional money managers to invest in corporate bonds in order to maximize interest earnings.

  This objective will be moved to the current year.

Other Achievements:

- Implemented a new loans billing software module that will enhance the billing and collection of the sewer assessments. The second phase of sewer installations are complete and the special assessment and impact fees billed to benefiting property owners.
- Revised the statistical section of the Comprehensive Annual Financial Report.
- Prepared and issued a RFP for an actuarial study on Other Post Employment Benefits.
- Prepared and issued a RFP for external auditors.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Financially Sound City Government					
Treasury: Available funds in interest-bearing investments	100%	100%	100%	100%	100%
Treasury: Meet or exceed benchmark	N/A	N/A	67%	70%	67%
Number of Petty Cash Audits Performed	N/A	2	2	4	3
Accounting: Reduce number of post-closing journal entries required during the annual audit by 50% per year to a target of 0 entries.	N/A	10	8	6	4
Percentage of time GFOA Certificate for Excellence in Financial Reporting received.	100%	100%	100%	100%	100%

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Complete CAFR within 5 months of year end.	6 months	6 months	6 months	6 months	5 months
Percentage of bank reconciliations completed within 20 days of month end.	N/A	75%	75%	75%	75%
Number of internal compliance reviews performed and recommendations made.	2	2	4	4	5
Desired general obligation bond rating received from the three rating agencies	AAA	AAA	AAA	AAA	AAA
Percentage of monthly financial statements issued within 15 days of month end.	N/A	67%	75%	75%	75%
Number of process reviews performed for internal Financial Services functions	N/A	N/A	1	1	2
Perform procurement card audits to ensure compliance to the policy.	N/A	15	20	25	30
Number of capital asset inventories to be performed on an annual basis.	N/A	5	3	3	3
Word Class Municipal Services					
Accounting: Number of training sessions performed that increase Financial Services staff's knowledge of each division's responsibilities.	N/A	1	1	1	3
Accounts Payable - Issue vendor checks within 30 days of invoice date	N/A	92%	95%	90%	95%
Number of Vendors Paid via ACH in lieu of check.	N/A	N/A	5	2	10

PURCHASING

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	519,279	523,900	523,900	576,700
Other Operating	85,880	92,700	92,700	91,300
Supplies	6,504	10,000	10,900	8,000
TOTAL	**611,663**	**626,600**	**627,500**	**676,000**

Description of Division and Activity

The Purchasing Division is responsible for the procurement of materials, supplies, equipment and services for all Departments in accordance to State Statute, City ordinances and the procurement code. The Division also supervises the disposition of surplus property and provides mail services for the City Departments.

Goal

To procure materials, supplies, equipment, and services at the lowest possible cost consistent with the quality needed to provide the very best service to the public.

Objectives 2007-08

- Continue evaluation of the Procurement Code and make recommendation for changes.
- Review the electronic bidding system and operational procedures to assure software is being used to fullest capacity.
- Implementation of an HTE/Procurement users group with membership from all City Departments.
- Analyze current filing systems and implement changes where appropriate to take advantage of electronic media storage.

Achievements 2006-07

- Continue to work on the implementation of the new Purchasing Bidder Notification System.

  The electronic bidder notification system was implemented and is being utilized for the solicitation of bids, downloading of bids and to register bidders.
- Update Internal Operating Procedures to incorporate changes of the Revised Procurement Code.

  An Internal Operating Procedures policy manual was developed and training was provided by the Purchasing Division regarding the threshold changes made to the procurement code.
- Analyze purchasing staff's current workload processes to adapt to the new Electronic Bidding System.

  The workload processes were analyzed and restructured based on the new office procedures put in place due to the electronic bidding system.
- Develop and administer a training program for Vendors on how to register and utilize the Electronic Bidding System.

  An online tutorial and manual was developed for the Vendor community on how to register online and how to obtain a bid from the online system.
- Continue to expand the pre-qualification of vendors program for service related procurements.

  Pre qualification of vendors program is in development for use by Facility Maintenance.

Other Achievements:

- The Procurement Card program was expanded to include an approval process to allow procurement cardholders to have their limits increased to a higher spending limit on a temporary or permanent basis.
- Development of an entry-level course for HTE requisition/receiver entry in conjunction with the IT Training Administrator.

Achievements 2006-07
• Researched and developed new General Terms and Conditions to be used in conjunction with the electronic bidding system. • Participated in Southeast Florida Reverse Trade Show. • Received 2007 Award of Excellence in Public Procurement from the Florida Association of Public Purchasing Officers.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Financially Sound City Government					
Provide twelve procurement card training sessions per fiscal year.	N/A	75%	83%	83%	83%
Increase percentage of annual procurement card rebate by promoting procurement card usage.	N/A	11%	10%	10%	7%
All new year blanket purchase orders processed by November 1st, of the current fiscal year.	N/A	85%	85%	85%	85%
Strong Partnership with Our Stakeholders					
Issue a Vendor Performance Report for term contracts to the City Project Managers 90 days prior to contract renewal date.	N/A	75%	75%	75%	85%
Percentage of sealed bids prepared and solicited for term contracts within 30 days from receipt of department's requisition.	N/A	95%	95%	95%	98%
Percentage of sealed bids prepared and solicited for construction contracts within 20 days from receipt of department's requisition.	N/A	95%	95%	95%	98%
Percentage of sealed bids prepared and solicited for equipment and services within 30 days of receipt of requisition	N/A	90%	90%	90%	95%
Percentage of sealed RFP's prepared and solicited within 30 days from receipt of department's memorandum request and receipt of requisition.	N/A	85%	90%	90%	90%
Percentage of expiring term contracts re-bid 60 days prior to contract expiration.	N/A	85%	80%	82%	85%

RISK MANAGEMENT

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	129,515	129,400	129,400	134,800
Other Operating	19,990	19,700	21,500	18,800
Supplies	3,196	4,800	4,800	3,800
Transfers	-	17,000	17,000	-
TOTAL	**152,701**	**170,900**	**172,700**	**157,400**

Description of Division and Activity

The Risk Management Division maintains open and effective communication with employees to assist them with their health benefits, deferred compensation plans, and flexible spending accounts. This Division is also responsible for employee safety, liability issues, workers' compensation claims and service.

Goal

Goals are primarily employee oriented. Continue to educate employees regarding their benefits, safety, and maintain a safe working environment. Provide good medical care for all employees. Liability issues will be managed in a cost effective and efficient manner.

Objectives 2007-08

- Negotiate a cost effective health insurance rate maintaining quality benefits.
- Help Departments identify their liabilities and put procedures in place to mitigate dangers to employees and citizens.
- Provide appropriate safety training for issues as they arise.
- Continue required yearly safety training to help employees stay safe and certified.
- Provide training to Safety Committee Members and Accident Review Board Members to help them perform their duties as Board members more effectively.
- Work with Property Broker to make sure our schedule of properties is accurate so we can purchase the most cost effective insurance.
- Continue Wellness Program by introducing more nutrition seminars and adding exercise components.

Achievements 2006-07

- Continue to provide quality cost-effective health insurance for all employees.

  This is an on-going objective.
- Continue to provide all required safety training and any specialized training that might be required according to duties performed for the City.

  All required training was done and the Safety Officers helped train for NIMS.
- Create a policy regarding health insurance for employees over 65 and retirees.

  This project is still being worked on.
- Continue to treat injured employees like athletes and provide the best medical care available.

  Risk Management and Workers' Comp Administration interviewed and recruited a new group of orthopedic doctors who are known for their ability to successfully treat people.

Achievements 2006-07

- Continue to work with all Departments to assist them in lowering the number and severity of injuries to their employees.

  Worker's Comp mod factor lowered from 0.74 to 0.65.
- Continue to work with Property Broker to purchase the most cost-effective property insurance.

  Risk Management and broker updated property schedule in order to get a better rate from insurance companies.

Other Achievements:

- Introduced three (3) Nutrition Seminars that were well attended.
- Settled one very difficult liability case for less than anticipated with less legal costs than projected.
- Provided employees with a wellness idea each month to heighten awareness for better health.
- Successfully coordinated the Day in the Park for Safety.
- Successfully coordinated the Health, Safety and Benefits Fair.
- We continue to educate employees on their benefits in order that they may use those benefits wisely.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Financially Sound City Government					
Percentage of Subrogation Claims filed and recovered in the fiscal year.	N/A	N/A	75%	76%	80%
Percentage of accidents/injuries investigated within 48 hours of notification	N/A	N/A	75%	75%	80%
Percentage of liability claims settled within the reserved amount	N/A	N/A	80%	80%	85%
Percentage of health insurance problems resolved within two weeks of notification.	N/A	N/A	80%	85%	87%
Increase participation in the flexible spending account	N/A	N/A	1%	1%	2%
Under state managed care program, percentage reduction of workers' compensation injuries.	N/A	10%	10%	10%	11%

OFFICE OF MANAGEMENT & BUDGET

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	391,797	409,600	409,600	377,800
Other Operating	30,019	35,300	38,400	28,500
Supplies	4,797	7,000	7,500	8,000
TOTAL	**426,613**	**451,900**	**455,500**	**414,300**

Description of Division and Activity

The Office of Management and Budget is responsible for integrating City Policy objectives through the administration and preparation of the annual operating and capital improvements budgets. The Office of Management and Budget is also responsible for the coordination of city-wide grant activity, coordination of Telecommunication Franchise attorney and the City's internal auditor.

Goal

Provide for the effective and efficient management of the City's resources through constant monitoring of appropriations and management analysis.

Objectives 2007-08

- Develop strategy for long-term budget planning in response to statewide property tax reform.
- Explore acquisition of new budget preparation system.
- Perform fire assessment analysis and any fee recommendations.
- Assist in financial feasibility study to implement Multi Modal Transportation District policies.
- Review long-term financial impact of pension plans.

Achievements 2006-07

- Develop and propose implementation of a Revenue Policy, Fund Balance Policy and Stabilization Fund Policy.

  OMB developed a Revenue Policy, Fund Balance Policy and Stabilization Fund Policy for future consideration for adoption by the City.
- Revise and publish budget in new format including User Guide and Overview to the Budget Documents.

  The printed and online versions of the budget documents reflected a new format with financial information provided in graphic format and organized to facilitate review when viewed on the city's website.
- Assist in union negotiations and implementation of new collective bargaining agreements for FOP and NCF&O.

  OMB assisted in the union negotiations and the calculation and implementation of related financial impacts.
- Implement new Capital Improvements Program preparation system and revise training citywide.

  OMB, in conjunction with the IT division, designed and implemented a new Capital Improvements Program (CIP) preparation system for the development of the approved CIP for FY 2007-08 to 2012-13.
- Develop and adopt a Strategic Plan for OMB.

  OMB, with the assistance of Ruby Childers, developed a strategic plan, which addressed long-term succession planning.

Achievements 2006-07

Other Achievements:

- Incorporated statewide property tax reform into adopted budget for FY 2007-08.
- Developed unfunded federal and state mandate information.
- Produced 3rd annual "Your Property Taxes Explained" brochure with updated and timely information for residents.
- Implemented citywide grants administration policy.
- Assisted in development and implementation of fire assessment fee.
- Streamlined process related to the compilation of financial information related to non-profit funding.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Financially Sound City Government					
Receive the GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes	Yes
World Class Municipal Services					
Weeks to complete Proposed Budget	12	12	11	11	10
Budget Training Classes	6			8	6
% of Budgets submitted by the deadline.	100%	85%	100%	89%	100%
% of Budget Transfers processed within 15 days.	100%	95%	100%	95%	100%
Strong Partnership with Our Stakeholders					
Production of Approved Budget documents (hard copy and City website accessible)	Yes	Yes	Yes	Yes	Yes

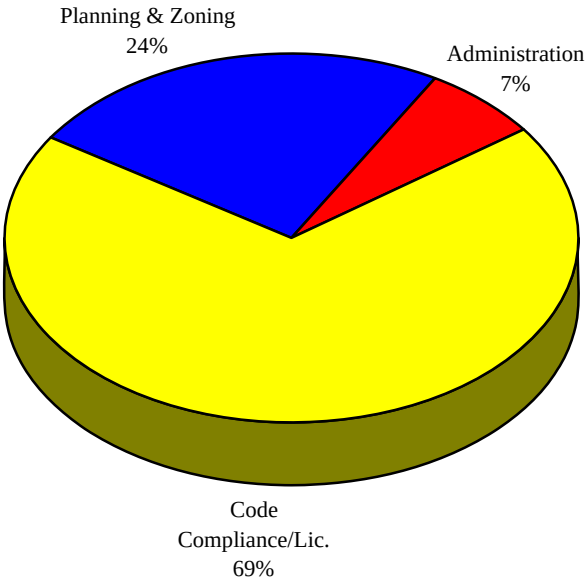
BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

DEVELOPMENT SERVICES

Jorge A. Camejo, Director

The mission of the Development Services Department is to sustain and enhance the City of Boca Raton by promoting leadership in order to provide the highest quality customer service in a cost effective and responsible manner. We will be recognized as an invaluable community resource that protects and enhances the built, living and natural environments. To accomplish this goal, the Department will work to protect and preserve neighborhoods, assist in the creation of jobs and the protection of the tax base by promoting quality development and redevelopment, protect and preserve the City's natural environment, and support the provision of housing opportunities for all of Boca Raton's citizens.

Specific responsibilities of the Department include comprehensive and current planning activities, zoning regulation, environmental protection and conservation, building permits and inspections, code enforcement, business taxes, housing programs and land records management. In addition, the Department supports innovative programs such as traffic calming and transportation demand management; and pursuant to interlocal agreements, the Department supports the activities of the Community Redevelopment Agency.



DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 410,300
Code Compliance/Lic.	4,361,400
Planning & Zoning	1,513,300
TOTAL	**$ 6,285,000**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	4,636,126	5,120,300	5,071,500	5,196,300
Other Operating	1,064,591	1,142,400	1,810,500	981,500
Supplies	77,265	96,700	98,000	99,700
Capital Outlay	25,993	19,500	23,100	-
Transfers	5,000	40,200	40,200	7,500
TOTAL	**5,808,975**	**6,419,100**	**7,043,300**	**6,285,000**
Full-time Employees	64.00	67.00	68.85	64.85

CITY MANAGER

DEVELOPMENT SERVICES

ADMINISTRATION

DIRECTOR
Jorge A. Camejo (.25 CRA Split)

Manager of Administrative Services
Ruby L. Childers

Office Supervisor II (.4 CRA Split)

Chief Code Administrator
Michael Berkman

Administrative Assistant

Customer Service Representative*

CODE COMPLIANCE

Building Official	Code Compliance Supervisor	Permit & Customer Service Manager
1.00 Chief Inspector*	1.00 Housing Code Comp Officer	1.00 Office Assistant II
5.00 Senior Plans Examiner*	7.00 Code Compliance Officer	1.00 Permit & Licen. Technician (Lead Worker)*
2.00 Bldg. Insp. III*	1.00 Senior Code Compliance Spec	10.00 Permit / License Technician*
1.00 Building Inspector II*	2.00 Code Compliance Specialist	
5.00 Building Inspector I*	1.00 Senior Code Compliance Officer*	
1.00 Office Assistant II*	1.00 Office Assistant II	

PLANNING & ZONING

PLANNING & ZONING DIRECTOR
Carmen S. Annunziato

1.50 Senior Planner (.5 CRA Split)*
1.00 Planner
2.00 Environmental Officer*
3.00 Zoning Officer
1.00 Appraiser/Property Spec
1.00 Land Records Prop Spec / Asst
1.00 Land Development Coordinator
1.00 Mapping/Design Administrator
2.00 Administrative Assistant
2.00 Principal Planner*

+1.00 Customer Service Representative
+1.00 Senior Plans Examiner
-1.00 Senior Permit Technician
-1.00 Senior License Technician
-4.00 Building Inspector II
+1.00 Building Inspector I
+2.00 Building Inspector III
+1.00 Senior Code Compliance Officer
+1.00 Permit/License Technician (Lead Worker)

+1.00 Chief Inspector
- 1.00 Plan Review Technician
- 1.00 Deputy Building Official
+ 4.00 Permit/License Technician
- 2.50 Senior Planner
+ 2.00 Principal Planner
- 1.00 Environmental Officer
- .50 Senior Planner to CRA
+ 1.00 Office Assistant II
- 2.00

Approved Positions FY 06/07	67.00
Revised Positions FY 06/07	- .15
Personnel Changes FY 07/08	- 2.00
Approved Positions FY 07/08	**64.85**

= BUDGET DIVISION

ADMINISTRATION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	308,137	301,700	303,500	315,800
Other Operating	126,759	109,400	109,400	84,100
Supplies	4,009	5,900	5,900	10,400
TOTAL	**438,905**	**417,000**	**418,800**	**410,300**

Description of Division and Activity

The Administration Division manages and coordinates the activities of the Department and, pursuant to inter-local agreements, oversees the management and operations of the Community Redevelopment Agency.

Goal

The goal of the Administration Division is to create a leadership culture and to ensure that the activities of the Department support and promote implementation of the policies and objectives of the City Council.

Objectives 2007-08

- In order to facilitate and encourage activity in the downtown, we will consider alternatives for a downtown marketing program using results from the downtown property owners and businesses survey.
- In order to meet future staffing demands and execute succession plans, we will consider enhancements to utilization of staffing throughout the department, including appropriate deployment of resources to facilitate future organizational structure.

Achievements 2006-07

- Increase the level of employee satisfaction rating by at least 5% of employees who indicate they are satisfied "working within the department" as it relates to effective communication methods in the department.

  While the level of satisfaction rating was not increased, a majority of department respondents (more than 50%) continue to indicate their satisfaction in working within the Development Services Department. It is now our goal to sustain a majority of employees with a high level of satisfaction. The survey comments will be forwarded to the department Communication Team for their input and consideration for future enhancements in communication department wide. There are other successful team and morale building activities in the year, such as the annual leadership luncheon, with the highest attendance ever; the pumpkin carving and egg decorating contests; and, the new forum for the DEVELOP awards program that involves the majority of employees in the department.

Other Achievements:

- Consultant was hired to conduct a Downtown planning study and charrette to revise the Downtown Master Plan including the spine and greater downtown areas.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Sustain a majority (>50%) of Employees who respond to annual survey that are satisfied working within the department	50%	68%	55%	63%	51%
% of time initial response provided within 2 days of receipt by department.	100%	98%	100%	99%	100%
# of Citizen Inquiries/Tickler Items	80	83	80	80	85

CODE COMPLIANCE DIVISION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	3,174,318	3,475,000	3,462,700	3,597,600
Other Operating	753,613	757,800	855,100	701,900
Supplies	53,284	60,500	61,800	54,400
Capital Outlay	4,293	11,500	14,500	-
Transfers	3,000	12,000	12,000	7,500
TOTAL	**3,988,508**	**4,316,800**	**4,406,100**	**4,361,400**

Description of Division and Activity

The division consists of three units that work in coordination with each other: Code Enforcement, Building Inspection and Customer Service. An overview of the division activities include: listening to our customers and responding to complaints and inquiries; providing regulatory enforcement of all applicable codes through onsite inspections of businesses, single and multi-family residences; issuing business tax receipts and certificates of use; registering contractors and maintaining records; issuing special event permits; providing systematic minimum housing property maintenance inspections; enforcing state and local construction codes related to building, plumbing, electrical, mechanical, energy conservation, emergency management, coastal construction and accessibility for persons with disabilities; code administration, permitting and fee collection, plan review and inspections; issuing permits, and code related services.

Goal

The goal of the division is to sustain and enhance a high quality of life through the various citizen education and comprehensive enforcement programs; to insure the proper and accurate collection of taxes and fees; to protect the health, welfare and safety of the general public through permitting, plan review and inspection of building construction within the city; and, to maintain related records. We will provide these services by achieving the following objectives:

Objectives 2007-08

- Continue to evaluate and expand customer service enhancement programs, such as reduction in customer wait time in the One Stop Center.
- Fully implement Permit and Licensing Technician Education Program to develop customer service staff and enhance their knowledge of laws and regulations, resulting in improved level of customer service.
- Develop Code Enforcement Officer training and career path Program pursuant to study recommendations, resulting in higher level of knowledge by officers and enhanced service to citizens.
- Continue the "Blueprint for Excellence" program, to study the permitting and plan review processes and identify methods to further streamline the processes.

Achievements 2006-07

- Complete proposal for Permit & Licensing Technician education and career path improvements.

  The Permit & Licensing Technician Education and Career Path Improvements program was put in place and the first phase of the multi-year implementation has commenced.
- Evaluate Code Enforcement Officer training and career path options.

  Code Enforcement Officer training and career path options have been evaluated and a detailed draft recommendation for a comprehensive training and career path program is in the final stages of preparation. The draft program will be delivered to Human Resources for analysis prior to the end of the current fiscal year.

Achievements 2006-07

- Reconvene the "Blueprint for Excellence" process.

  Customer service enhancements have been implemented including the placement of detailed permit application checklists online, the revamping of the division's website to make it more user friendly, the redesign of numerous forms to make them easier to understand and complete, the full implementation of the customer intake triage program and the reevaluation and revision of a number of operational policies to ensure that our regulatory operations do not unnecessarily or unintentionally have negative impacts on regulated entities. The reevaluation program has resulted in the elimination of several unnecessary and overly restrictive past policies. It has also resulted in the implementation of policies that allows certain types of construction work to commence prior to the issuance of a formal building permit and a revised owner/builder permitting policy that expands permit opportunities for property owners within the city.
- Continue to evaluate and expand customer service enhancement programs.

  Customer service levels, as measured by a variety of standards including lobby waiting time, customer service time, permit processing time, complaints and other relevant standards have improved even in the face of escalating customer demand.

Other Achievements:

- Successfully managed building inspection demand increase related to past hurricane windstorm events.
- Provided leadership in the coordination of the city's Water Restriction Enforcement program by coordinating the efforts of the Police, Utilities and Development Services departments to ensure effective and efficient enforcement.
- Implemented a variety of measures to ensure fair and accurate assessment of permit fees and to minimize permit application fraud.
- Developed ability to track a variety of performance related operational statistics to improve the quality of performance reporting to management.
- Completed evaluation of Code Enforcement Officer training and career path needs.
- Assisted in the ongoing evaluation of the city's fire code amendments.
- Implemented a variety of internal measures to improve code enforcement with respect to expired building permit applications and expired building permits.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
Strong Partnership with Our Stakeholders					
Implement (in cooperation with the Information Services Department) at least 5 types of online permit-related services: simple permits that do not require plan review; payment of reinspection fees and other similar assessments; forms submittal for contractor licensing; etc.	–	–	–	–	100%
Percentage of customer initiated complaints/Inquiries Investigated within 72 hours of Receipt	100%	94%	100%	95%	100%
Number of complaints/inquiries	2,500	2,465	2,375	2,018	1,900
Reduction of customer initiated complaints due to proactive enforcement	NA	NA	5%	18%	6%
Percentage of License Inspections Conducted within 7 days of Complete Application	70%	75%	85%	80%	85%
Number of License Inspections conducted	5,670	7,810	9,800	8,806	9,800
Percentage of Complaints/Cases Resolved by Voluntary Compliance (Corrected w/o Hearing)	100%	9%	100%	98.6%	100%
Number of cases investigated	NA	4,002	4,500	4,435	4,500

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
Average Processing Time (in working days) for Complete Interior Alterations (Commercial) Permit Applications Reviewed by Building	<10	18	<10	12	<10
Number of permits issued	17,000	20,717	17,000	17,000	17,000
Average Plan Review Processing time in working days (all permit types)	N/A	3	3	3	3
Number of permit applications reviewed (structural, electrical, mechanical, plumbing)	N/A	20,717	17,000	17,000	17,000

PLANNING & ZONING DIVISION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,153,670	1,343,600	1,305,300	1,282,900
Other Operating	184,219	275,200	846,000	195,500
Supplies	19,971	30,300	30,300	34,900
Capital	21,699	8,000	8,600	-
Transfers	2,000	28,200	28,200	-
TOTAL	**1,381,559**	**1,685,300**	**2,218,400**	**1,513,300**

Description of Division and Activity

The Planning and Zoning Division is responsible for the orderly development of the City. Specific activities of the Division include but are not limited to the following:

- review of development plans and preparation of recommendations for presentation to the Planning and Zoning Board, Community Redevelopment Agency, Environmental Advisory Board and City Council;
- review of amendments to the adopted Comprehensive Plan and preparation of recommendations;
- implementation of the amended Comprehensive Plan;
- preparation of special studies;
- review of permits and occupational licenses for compliance with the City's zoning regulations;
- review of permits for compliance with the City's environmental regulations;
- preparation of maps and graphics for presentation to other Departments, advisory boards and the City Council;
- managing the City's land records and associated databases;
- assisting in the acquisition and disposal of real property, easements, rights-of-way and rights-of-entry; and,
- providing information on land records and related matter to the public

Goal

The goal of the Planning and Zoning Division is to provide for the orderly development of the City of Boca Raton. The value to the City and its citizens is that a well planned community results in stable or increasing property values and an improved quality of life.

Achievements 2006-07

- "Comprehensive Planning" – Staff prepared and approved seven consultant contracts related to the City's Multi-Modal Transportation initiative.

  The City Council and/or City Manager approved seven consultant contracts that, taken collectively, will re-invent the City from a comprehensive planning perspective by changing land uses city-wide and adopting a Quality of Service level-of service in lieu of a roadway level-of-service. Staff developed and organized a working group composed of regulators and stakeholders to review and comment on the MMTD process. Staff developed and implemented a public information campaign to gain broad regulator and public support of the City's MMTD initiative.

- "Comprehensive Planning" – Staff prepared and presented to the Planning and Zoning Board and City Council comprehensive plan amendments related to Workforce Housing.

  Staff prepared objectives and policies to provide for a mandatory and incentive based Workforce Housing program. Staff participated in the development of a nexus study related to the implementation of a Workforce Housing impact fee.

- "DDRI" – Staff will continue to participate in and implement the outcome of the DDRI update.

  Staff continues to work with the Consultant to the CRA and it is anticipated that the Agency will authorize staff to file a NOPC to the Downtown DRI in October 2007.

- "Current Planning" – Staff continues to process land development applications in an expedient manner.

  The Planning and Zoning Division has been unable to hire staff consistent with the approved number of positions in the Division. This is, in part, related to the pay plan compared to the market for professional planners.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders					
Adopt Multi-Modal Transportation District (MMTD) Land Development Regulations (LDR's) to enhance quality of life in Boca Raton by May 2008	-	-	-	-	Adopt Quality of Service LOS Standard
Prepare and have adopted Southwest and Central Multi-Modal Transportation District (MMTD) Land Use and Urban form consultant contract by May 2008	-	-	-	-	Commence the planning process to implement changes to the manner in which the City will develop in the future
Percentage of Public Hearings Before City Council in 60 days from Complete Application*	100%	95%	100%	100%	100%
Number of Applications Processed *Includes Conditional Use; Right-of-Way and Easement Abandonments; Appeals; CCCL Variances; Planned Use Developments; Sale of City Owned Properties; Master Plans; Ordinance Amendments, etc	80	70	80	80	80

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
Percentage of Public Hearings before the Community Redevelopment Agency in 60 days from Complete Application	100%	98%	100%	100%	100%
Number of Applications Processed	10	9	10	10	10
Percentage of Public Hearings before Planning and Zoning Board in 30 days from Complete Application**	100%	100%	100%	100%	100%
Number of Applications Processed	100	87	100	100	100
**Applications include all applications mentioned above, with the addition of Site Plans and the exception of Easement Abandonments; Subdivision Plats; Downtown Plans, etc.					

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

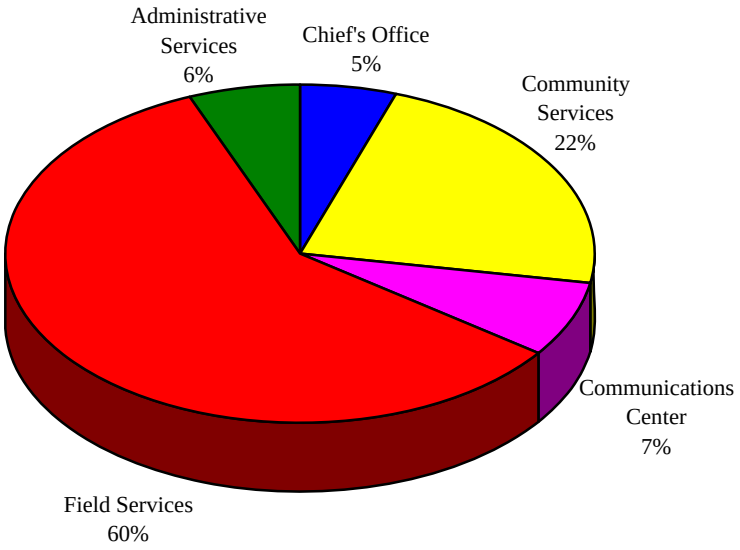
POLICE SERVICES

Dan Alexander, Chief of Police

The vision of the Police Services Department is to employ the finest people providing the best police services for our community.

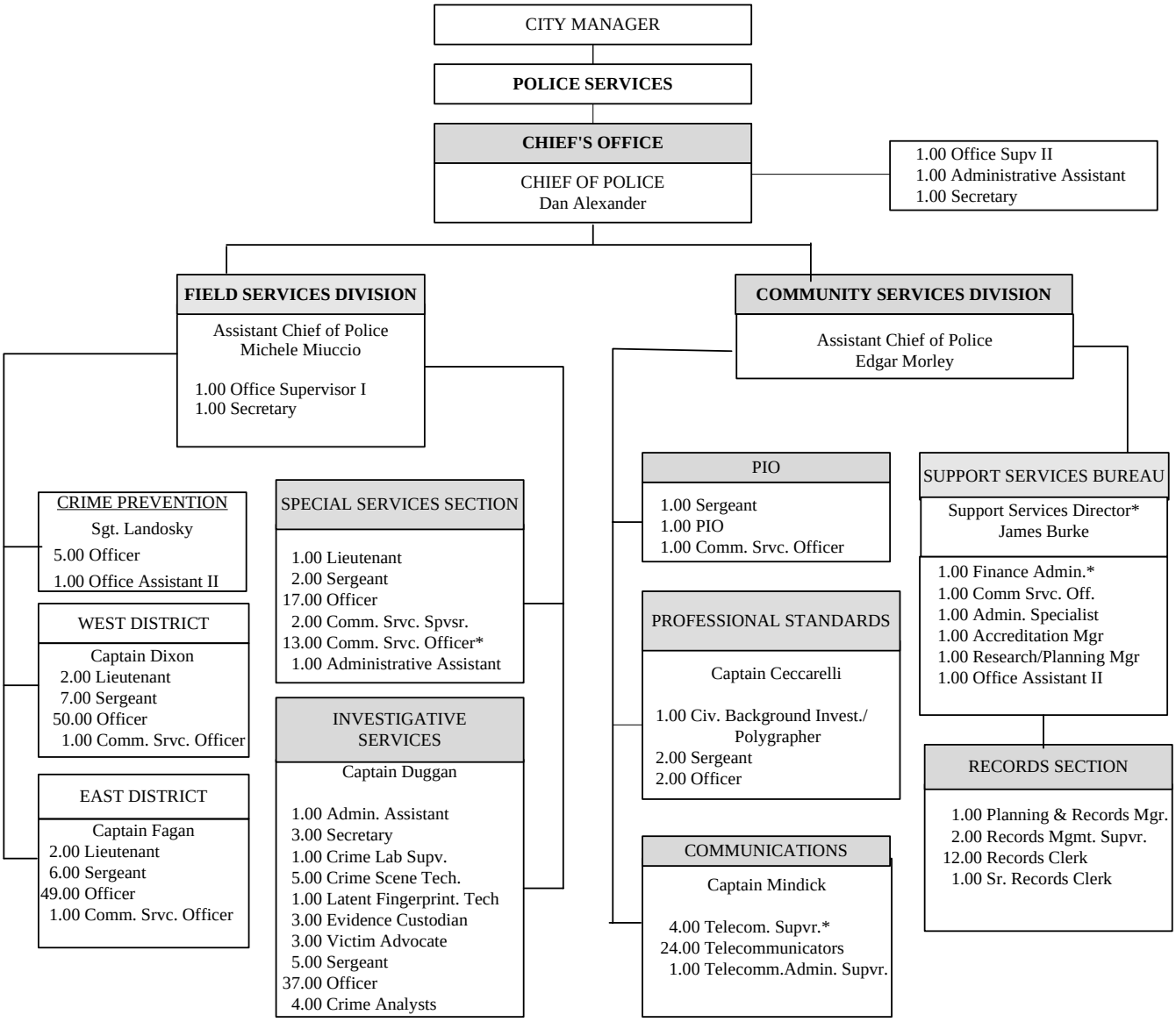
The mission of the Police Services Department is to work with residents to enhance the quality of life in the City of Boca Raton through progressive police service in partnership with the community.

The organizational values which guide the Police Services Department in this mission are: Fairness - maintaining impartiality and objectivity; Integrity - adhering to the highest level of ethics and honesty; Respect - demonstrating understanding and sensitivity to all; Service - putting others before self; Trust - belief in the community and each other for the common good.



DIVISION	APPROVED 2007-08 BUDGET
Chief's Office	$ 1,587,800
Community Services	6,721,500
Communications Center	2,158,900
Field Services	17,692,200
Administrative Services	1,859,300
TOTAL	**$ 30,019,700**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	22,053,911	22,253,800	23,003,800	23,488,200
Other Operating	4,328,327	5,266,700	6,656,800	5,404,400
Supplies	595,478	852,400	874,400	506,100
Capital Outlay	92,690	168,100	199,700	134,000
Transfers	4,000	491,900	491,900	487,000
TOTAL	**27,074,406**	**29,032,900**	**31,226,600**	**30,019,700**
Full-time Employees	294.00	299.00	298.00	297.00



66.00 Positions (Investigative Services) moved from Community Services to the Field Services.
44.00 Positions (Family Services & Special Services) moved to Field Services from Community Services.
1.00 Lieutenant was reallocated from Communications/Dispatch to Field Services.
1.00 Captain was reallocated from the Field Services Division to Communications/Dispatch.
1.00 Telecommunicator position was reclassified to an Administrative Supervisor in Communications.
1.00 Telecommunications Administrative Manager converted to Research/Planning Mgr. and to Community Services.
1.00 Office Assistant II was reallocated from the Field Services Division to Community Services.
1.00 Sergeant was reclassified to 1.00 Lieutenant in Bureau of Field Services
1.00 Budget Mgr. reclassified to Finance Administrator
-1.00 Victim Advocate reclassified to Alarm Billing Rep and transferred to Financial Services (Treasury)
-2.00 Police Captain
-1.00 Fam. Serv. Bureau Commander
-1.00 Traffic & Bicycle Safety Educator
-3.00 CSO
+3.00 Officer
+5.00 Officer (previously funded by LETF)
-1.00 Telecommunication Supervisor reclassified as Support Services Director
-1.00 Assistant Chief
-1.00 Training Director
+1.00 Support Manager
-2.00

= BUDGET DIVISION

Approved Positions FY 06/07	299.00
Revised Positions FY 06/07	
Personnel Changes FY 07/08	-2.00
Approved Positions FY 07/08	**297.00**

CHIEF'S OFFICE

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	391,212	392,800	392,800	370,900
Other Operating	1,252,782	1,159,900	1,159,900	1,199,800
Supplies	17,105	22,500	22,500	17,100
Capital Outlay	12,569	4,000	5,700	-
TOTAL	**1,673,668**	**1,579,200**	**1,580,900**	**1,587,800**

Description of Division and Activity

The Chief of Police directs the operation of the Police Services Department by formulating policy, developing the budget, establishing the organizational structure, and monitoring all pertinent activities.

To assist the Police Chief with these commitments, the Chief's Office consists of the following staff function:

- The Professional Standards Bureau is responsible for the investigation of all police service complaints.

Goal

To utilize the most effective and efficient methods available in order to provide the citizens of Boca Raton with the highest quality of police services.

Objectives 2007-08

- Achieve a vacancy rate of 5% or less for all positions within the Agency, which will provide an increased level of service to the community.
- Achieve Re-Accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). This process conducts a review of the Agency's policies and procedures to ensure that we provide a high level of service and professionalism to the community.

Achievements 2006-07

- Develop and administer a climate survey with an emphasis on availability of both the physical and administrative tools to conduct the Department's daily business.

  Competitive Solution Inc. introduced a Process Based Leadership program and conducted a climate survey of the Department. The results were presented and addressed through goals, objectives and action items. Internal communication and performance accountability have improved.
- Develop and implement a "refreshed" version of the current Strategic Focus Initiative program.

  The Department has restructured the monthly meeting to a roundtable type of discussion. The meeting is now called the Department Performance Roundtable. This open discussion has proven to be effective in the short term. The roundtable allows us to expand the focus to evaluate levels of efficiency and effectiveness. The process will be adjusted as needed.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Maintain CALEA accreditation	Yes	Yes	Yes	Yes	Yes
Reduce internal affairs complaint investigations over previous year	5	15	10	13	12

Achievements 2006-07
Family Services
• Expand the PAL Program
PAL expanded to include a girls cheerleading team for 2006-2007.
• Offer the Smart Choices Program in more public schools.
Smart Choices transitioned from its pilot stage in private schools to a full fledged program in the public school system reaching 21-5th grade classes in five schools.
Special Services
• Assist with the reduction of Crime Rate by initiating Strategic Deployment of the Canine Unit and PM Traffic Unit to geographically centered crime trends.
Canine and PM Traffic Units began the year by attempting to utilize relevant crime data to coordinate their enforcement locations with areas of concern within the city. Though the Canine Unit has continued the trend, the PM Traffic Unit had to be redirected due to an influx of serious injuries and fatality crashes.
• Increase boating enforcement activity by 10%
Though the Marine Unit did not attain their 10% goal, they did have a net increase in activity of 4.1%.

COMMUNITY SERVICES

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	8,194,691	9,178,300	9,178,300	4,477,700
Other Operating	2,167,431	2,462,700	2,443,500	2,124,700
Supplies	310,458	369,500	369,500	103,200
Capital Outlay	31,272	91,500	120,000	15,900
Transfers	2,000	-	-	-
TOTAL	**10,705,852**	**12,102,000**	**12,111,300**	**6,721,500**

Description of Division and Activity

The Community Services Division is headed by an Assistant Chief who is charged with the responsibility of directing the activities of nine (9) full-time personnel and thirty-eight (38) part-time employees.

Organizationally, the Community Services Division is divided by area of responsibility:

- The Special Services Bureau, which is managed by a police lieutenant.

  Bureau personnel are the first responders to traffic incidents. Personnel provide traffic enforcement, marine services, crash investigations, canine services, and school crossing guards.
- The Media Unit is managed by a police sergeant.

  The unit serves as a liaison to a variety of news outlets and it provides dissemination of other relevant information. The unit also coordinates the Department's volunteer program.

Goal

To provide prompt, courteous, and professional customer service, in addition to providing the highest level of technical, investigative, and administrative support to the internal customers and the citizens of Boca Raton.

Objectives 2007-08

Special Services Bureau

- Obtain and maintain CSO staffing at or above 75%.
- Implement measures to provide Community Service Officers with enhanced self defense and personal safety capabilities.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders					
Increase boating safety inspections	520	520	572	572	600
Total % of elementary schools with smart choices program	7%	7%	50%	50%	60%

COMMUNICATIONS / DISPATCH

EXPENDITURE BY CATEGORY	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	ESTIMATED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,988,148	1,606,200	1,606,200	1,856,900
Other Operating	293,560	292,300	298,200	257,400
Supplies	36,958	53,600	53,600	32,600
Capital Outlay	7,958	-	400	12,000
TOTAL	**2,326,624**	**1,952,100**	**1,958,400**	**2,158,900**

Description of Division and Activity

The Communications Center is managed by a Police Captain who is charged with the responsibility of directing the activities of twenty-nine (29) full-time employees.

- Police/Fire Emergency Communications serves as a vital link between the citizens and their need for public safety assistance.

Goal

To provide the internal and external customers with the highest quality service while having their safety and well-being as our primary concern.

Objectives 2007-08

- Develop a specific program for graduating seniors in the Communications College at Florida Atlantic University and Palm Beach Community College.
- Reduce the telecommunicator vacancies by 50% by the end of the fiscal year.
- Consolidate the interview/application process to administer Criticall®, typing test and conduct interviews of prospective telecommunicators during a single visit.

Achievements 2006-07

- To Achieve CALEA Accreditation for the Communications Center.
  The achievement of this objective was delayed due to staffing issues and it will be reconsidered once a sufficient staffing level is attained.
- To utilize statistics from the Pro Question and Answer medical dispatching program to obtain National Academy of Emergency Dispatchers Accreditation status.
  This project has been placed on hold pending National Fire Protection Act 1221 litigation requiring 90% of medical calls be dispatched in less than one minute.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders Total % of 911 calls answered within 0-5 seconds	50%	60%	65%	62%	65%

FIELD SERVICES DIVISON

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	9,525,597	9,135,600	9,885,600	15,080,300
Other Operating	562,247	1,253,900	2,657,300	1,724,800
Supplies	189,338	348,300	368,300	311,000
Capital Outlay	21,789	15,000	15,100	89,100
Transfers	-	491,900	491,900	487,000
TOTAL	**10,298,971**	**11,244,700**	**13,418,200**	**17,692,200**

Description of Division and Activity

The Field Services Division is headed by an Assistant Chief who oversees the operation of the Road Patrol function and the Investigative Services Bureau.

The Division has divided the City geographically into two (2) patrol districts each managed by a police captain.

- Officers are the first responders who provide service to the citizens and develop a partnership with the community by utilizing problem-solving techniques to prevent crime.
- Officers utilize surveillance methods to address patterns of criminal activity.

The Investigative Services Bureau is managed by a police captain who oversees six units.

- The Investigative Services Bureau is comprised of the Property Crimes Unit, Persons Crime Unit, Economic Crimes Unit, Organized Crime Unit, Criminal Intelligence Unit and rime Scene Unit. These units are responsible for conducting follow-up investigations and crime scene processing. They are also responsible for the court preparation of cases as well as assisting in the prosecutions. All investigators maintain liaisons with other local, state and federal agencies in order to facilitate multi jurisdictional investigations. The Criminal Intelligence Unit also provides analysis to the department in order to identify criminals, crime patterns and trends. This unit is responsible for collecting and disseminating intelligence regarding safety and crime issues.

Goal

To provide efficient and effective responses to problems and opportunities in the City of Boca Raton that will be identified through both traditional calls for service and a dynamic partnership with our community.

Objectives 2007-08

Field Services Division

- Maintain an overall citizen approval rating of 85% or better.
- Install traffic crash reporting software on 50% of Field Services officers' laptop computers.
- Achieve average response time to routine calls for service of 12 minutes or less and for in-progress calls (excluding false alarms) of 5 minutes or less.

Investigative Services Bureau

- Develop and initiate a computer crimes unit (forensic capable).
- Convert all surveillance equipment from analog to digital.

Achievements 2006-07

- Address quality of life issues in the City through the effective use of Problem Oriented Policing complaints.
  Due to a shortage of personnel, problem oriented policing projects decreased by 47%.
- Increase positive citizen contacts through use of officer initiated bicycle patrols and foot patrols.
  Due to a shortage of personnel, bicycle patrols decreased by 34%.
- Increase suspect identifications through enhanced crime scene processing by Field Services Division officers.
  The officer fingerprint identifications increased 14% and the DNA identifications increased 200%.
- Increase the evidence room destruction rate to 65% each month.
  The evidence room averaged a 73% destruction rate per month.
- Develop an auxiliary investigator training and policy manual for Investigative Services volunteers.
  The training manual was developed and posted on the police department's intranet.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders					
Total % of customers feeling safe at night (annual survey)	100%	79%	100%	80%	100%

ADMINISTRATIVE SERVICES

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,954,262	1,940,900	1,940,900	1,702,400
Other Operating	52,308	97,900	97,900	97,700
Supplies	41,619	58,500	60,500	42,200
Capital Outlay	19,103	57,600	58,500	17,000
Transfers	2,000	-	-	-
TOTAL	**2,069,292**	**2,154,900**	**2,157,800**	**1,859,300**

Description of Division and Activity

The Administrative Services Bureau is headed by a Director who is charged with the responsibility of directing the activities of twenty-three (23) full-time employees.

The Professional Standards Bureau consists of two units and is managed by a police captain.

- The Professional Standards Unit is responsible for recruitment, selection, hiring, and training of employees, staff inspections, management of the accreditation process, and the review as well as the update of Department policies and procedures.
- The Training Unit is responsible for training of Police Services staff.

The Support Services Bureau consists of several units and is managed by a police captain.

- The units include records, facility maintenance, payroll, supplies inventory, planning and research, budget management and strategic planning.

Goal

To provide prompt, courteous, and professional customer service, in addition to technical and administrative support to the internal customers and the citizens of Boca Raton.

Objectives 2007-08

Training Unit

- Open the Police and Fire Training Facility for training programs, both in-service and advanced coursework.
- Complete lease agreement for the Florida Institute of Government (IOG) to occupy space and provide infrastructural support.
- Identify the viability of the FAU/Police and Fire Training Facility bioterrorism training initiative and plan accordingly.

Research and Planning

- Establish point of service customer satisfaction surveys.
- Implement performance measure scorecards for each bureau.

Records

- Achieve a point of service customer satisfaction rating of 85% for the front desk.

Achievements 2006-07

Training Unit

- Monitor and coordinate the construction progress of the training facility from construction rough-in to completed classroom environments capable of revenue production.

  Successfully monitored and coordinated the construction progress of the training facility from construction rough-in to 12 completed classroom environments (9 downstairs; 3 upstairs) capable of revenue production by June 30, 2007.

- Establish specialized training curriculum that facilitates the development of the relationship between FAU, BioONE, and the Police and Fire Training Facility to establish the healthcare/first responder bioterrorism certification.

  The formulation of this training curriculum has been delayed pending being necessary funding.

Professional Standards

- Expand in-house instructors to be utilized in conjunction with the training facility. Ensure proper certification and expertise is achieved by each in-house instructor (i.e. attending the Instructor Techniques class).

  Successfully solicited departmental volunteers to become a cadre of in-house instructors to be utilized in conjunction with the training facility. Each candidate has completed or has been scheduled for proper certification training (i.e. attending the Instructor Techniques class).

- Increase Recruitment Fairs and events by 20%.

  During the fiscal year 2005-2006, we attended 26 recruitment events. So far during this fiscal year, we have attended twenty-nine recruiting events and more are planned. At this rate, we should exceed our goal of a 20% increase.

- Complete four comprehensive staff inspections, with follow-up, to bring Police Services into compliance with Standard #53.2.1.

  So far this year we completed the inspection of the detective bureau. Currently we are in the middle of the SWAT team inspection. Two more are planned this year for the quartermaster and recruitment units. The quartermaster inspection is schedule for June 2007 and the recruitment unit inspection is schedule for August 2007.

Records Section

- Sort and scan older case files from years 2000-2002 and find storage.

  Older case files from years 2000-2002 that were taking up an enormous amount of storage were sorted, scanned and destroyed in compliance with the Florida Records Retention Schedule.

- Develop a database for tracking workloads and stats of individual clerks.

  A database for tracking workloads and stats of individual clerks was developed and implemented.

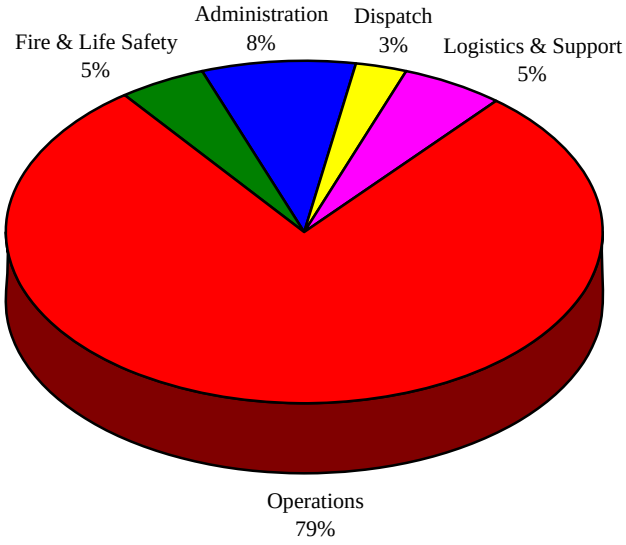
PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
% of Police Services staff trained	100%	100%	100%	100%	100%

FIRE-RESCUE SERVICES

Thomas R. Wood, Fire Chief
John A. Johnson, Deputy Fire Chief
Glenn C. Joseph, Deputy Fire Chief

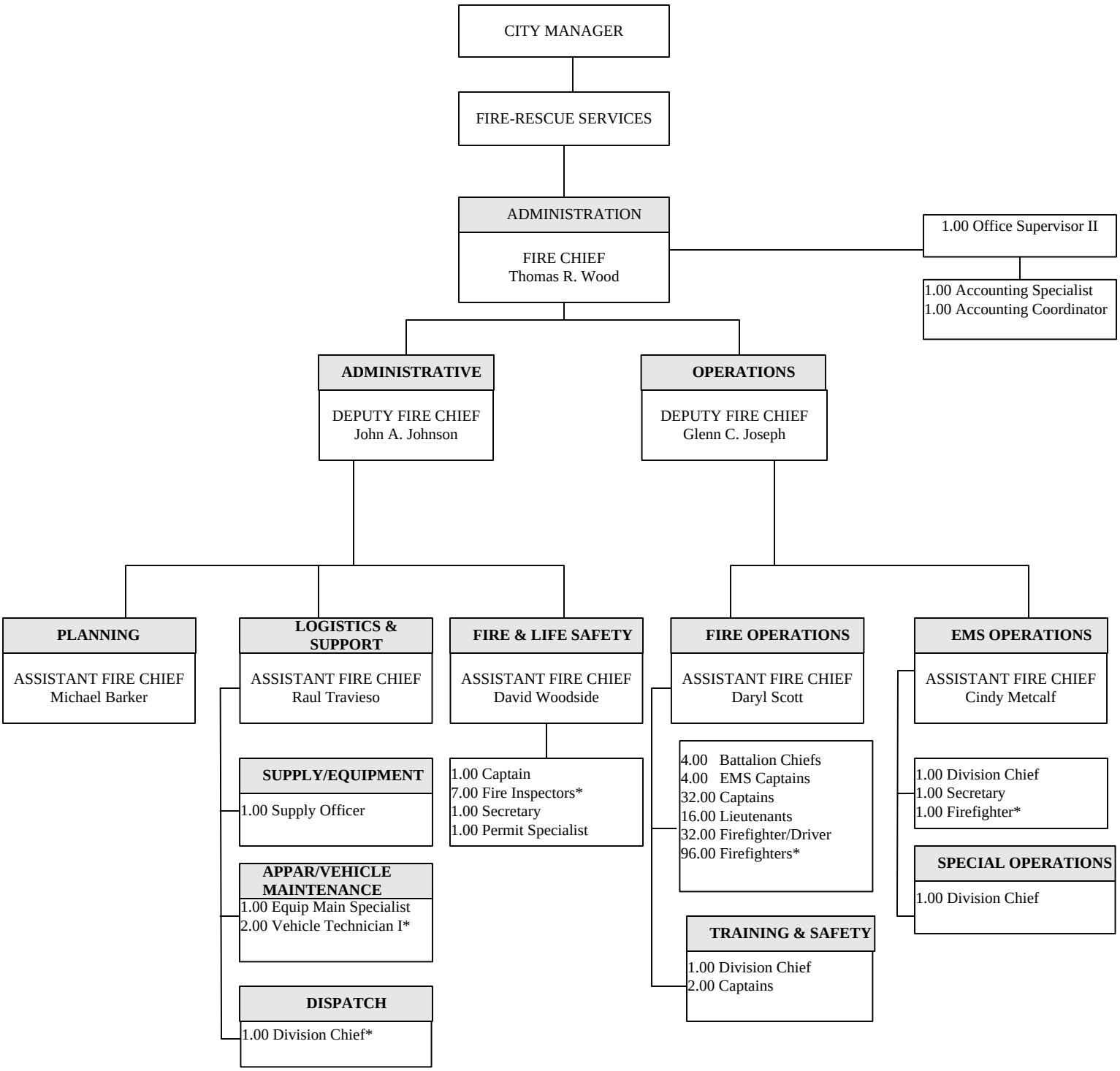
Boca Raton Fire Rescue Services Department will be recognized as a premier emergency response agency through continuous assessments and improvements, which enhance our level of service, exemplified by leadership, innovation, and utilization of best practices.

The mission of the Boca Raton Fire Rescue Services Department is to minimize the level of risk to life and property through the delivery of the highest quality emergency and non-emergency services to the community.



DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 2,570,800
Dispatch	859,700
Logistics & Support	1,658,100
Operations	24,230,100
Fire & Life Safety	1,422,600
TOTAL	**$ 30,741,300**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	22,952,934	24,919,900	25,169,900	25,201,500
Other Operating	3,703,581	4,338,700	6,157,600	4,790,700
Supplies	626,492	717,200	788,700	615,100
Capital Outlay	130,715	118,500	166,400	105,000
Transfers	123,600	128,200	128,200	29,000
TOTAL	**27,537,322**	**30,222,500**	**32,410,800**	**30,741,300**
Full-time Employees	219.00	219.00	219.00	217.00



*+1.00 Vehicle Technician I (Logistics & Support) reclassified from Firefighter (Fire Operations)
-1.00 Firefighter (Fire Operations) reclassified to Vehicle Technician I and reallocated to Logistics & Support
-1.00 Firefighter (Fire & Life Safety) reallocated to EMS Operations
+1.00 Firefighter (EMS Operations) reallocated from Fire & Life Safety
3.00 Fire Prevention Officers reclassified to Fire Inspectors (Fire & Life Safety)
- 1.00 R&D Specialist
1.00 Division Chief transferred to Dispatch
- 1.00 Sr. Logistics & Support Assistant
- 2.00

= BUDGET DIVISION

Approved Positions FY 05/06	219.00
Revised Positions FY 05/06	
Personnel Changes FY 06/07	- 2.00
Approved Positions FY 06/07	**217.00**

ADMINISTRATION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	910,684	1,055,800	1,355,800	1,173,700
Other Operating	1,181,834	1,412,400	1,399,500	1,337,900
Supplies	59,987	74,200	74,200	44,200
Capital	-	-	-	15,000
TOTAL	**2,152,505**	**2,542,400**	**2,829,500**	**2,570,800**

Description of Division and Activity

The Administration Division provides direction and control for formulating and implementing Department goals, objectives, and policies; carries out Department administrative functions, including budget, payroll, purchasing, clerical support, and coordinates the City's emergency preparedness program. In addition, this Division manages public safety communications, in conjunction with the Police Services Department.

Goal

The goal of the Administration Division is to promote excellence in the provision of emergency and non-emergency services.

Objectives 2007-08

- Replace the City's Emergency Preparedness Plan with an all hazards Comprehensive Emergency Management Plan and update our Continuity of Operations Plan. Coordinate participation from all city departments.
- Continue to update/revise the Department's Strategic Plan.
- Begin the multi-year process to achieve Accreditation.

Achievements 2006-07

- Develop a recovery annex for the City's Emergency Preparedness Plan.

  The current Emergency Preparedness Plan used by the city is a hurricane specific plan. After evaluating this plan the need for an all hazards Comprehensive Emergency Management Plan was identified. Additionally the need to update the Continuity of Operations Plan was recognized.
- Update/revise the Department's Strategic Plan, Mission Statement, Vision Statement and Organizational Values.

  The Department's Mission Statement, Vision Statement, and Organizational Values have been updated and placed in every Fire-Rescue facility. The Department's Strategic Plan is currently in the revision process.
- Continue to evaluate the State of Florida "Groove" software for our EOC, and other alternative software that may be more functional than the existing product.

  EOC software considerations were deferred pending further evaluation and software decisions by the State and County.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
% Fire Accreditation process completed	-	-	10%	10%	33%
% Records Management retention and or destruction.	-	-	50%	50%	100%
Improve collections of EMS Billing Efficiency by 10%	-	-	50%	50%	60%

LOGISTICS AND SUPPORT

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	637,904	547,800	547,800	381,000
Other Operating	1,140,272	1,243,400	1,245,000	1,243,400
Supplies	29,029	33,700	33,700	33,700
TOTAL	**1,807,205**	**1,824,900**	**1,826,500**	**1,658,100**

Description of Division and Activity

The Logistics and Support Division is responsible for facility maintenance, apparatus and equipment maintenance, self contained breathing apparatus (SCBA) maintenance, Fire Communications and the procurement, storage, distribution, and management of departmental fire and EMS supplies.

Goal

The goal of the Logistics and Support Division is to utilize City resources to assure that facilities, apparatus, Fire Communications and SCBAs are in optimum condition to meet current emergency response needs, with maximum effectiveness.

Objectives 2007-08

- Develop an inventory tracking system to document and analyze supply and equipment (Fire and EMS) usage by station. This will allow the management of purchasing and distribution based on consumption trends.
- Develop and implement in-house training for recertification credits for personnel at the Communications Center to maintain their Emergency Medical Dispatch Certifications.
- Obtain Fire Priority Software at the Communication Center to interface with Computer Aided Dispatch (CAD) and implement a consistent method of questioning and determining the correct response of appropriate fire department recourses to fire related emergencies.
- Improve the Mechanic Shop efficiency by developing and organizing the new Support Building for Apparatus mechanical repairs and scheduled services.

Achievements 2006-07

- Prepare a complete inventory of all items in the Vehicle Maintenance Shop prior to the move into the Fire Support building. A procedure for proper disposal of all obsolete vehicle maintenance inventory prior to relocating to the Support building will be developed. Coordinate with other City departments to assist in relocating the Vehicle Maintenance Shop.

  Inventory of the Vehicle Maintenance Shop was completed prior to the move into Fire Support. Obsolete inventory was dispose of properly. Coordinated with Facilities to relocate operation and equipment.
- Prepare a complete inventory of all items and equipment stored in the Central Supply Room of T-Rex prior to moving into the Fire Support building. A procedure for proper disposal of all obsolete items and supplies prior to relocating to the Support Building will be developed. Coordinate with other City departments to assist in relocating the Central Supply inventory.

  Inventory of the Central Supply Room in T-Rex was completed prior to the move into Fire Support. Obsolete inventory was disposed of properly. Coordinated with Facilities to relocate operation and supplies.
- Introduce electronic tracking of all supplies and equipment to be stored in the new Fire Support building, utilizing the City's inventory program or the Fire Department's updated software package.

  Electronic tracking system has not been completed. We are evaluating outside inventory programs.

PERFORMANCE MEASURES Strategic Initiatives:	FY 2005-06 Goal	 Actual	FY 2006-07 Goal	 Estimated	FY 2007-08 Target
World Class Municipal Services					
% of completed work orders for apparatus repairs (in one day)	-	-	65%	70%	80%
% of orders filled for supplies (in one day)	-	-	50%	65%	85%
% of Fire Communication personnel receive CEU's for EMD recertification	-	-	75%	80%	100%

OPERATIONS

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	19,991,097	21,295,500	21,245,500	21,516,000
Other Operating	1,338,654	1,566,500	3,396,700	2,092,500
Supplies	521,743	569,300	640,800	502,600
Capital Outlay	130,715	118,500	166,400	90,000
Transfers	123,600	99,200	99,200	29,000
TOTAL	**22,105,809**	**23,649,000**	**25,548,600**	**24,230,100**

Description of Division and Activity

The Operations Division responds to fires, medical emergencies, hazardous materials incidents, and other emergencies that endanger life and/or property throughout the City. This Division is also responsible for staff training programs that pertain to Department operation activities; and it oversees the Department's Community Health Program, which includes blood pressure screening, CPR, and child safety courses.

Goal

The goal of the Operations Division is to use Department resources effectively and efficiently, and to implement a quality staff training program, in order to provide an optimum level of emergency response to the public.

Objectives 2007-08

- Complete the integration of the building survey program with the CAD deployment on each vehicle through the Visual MCT system.
- Implement online continuing education training for EMS, Fire and Haz-Mat to meet the competencies required by the State of Florida.
- Implement field data collection for EMS incidents with integrated electronic billing process.
- Develop and deploy an officer development program with a competency checklist for perspective promotional candidates.

Achievements 2006-07

- Provide a workable accountability system and integrate the new Scott SEMS unit to provide the Incident Commander a higher level of safety for all Emergency Personnel.

  Palm Beach County Training Officers Association is in the process of revising and updating the county wide personnel accountability system to meet and exceed NIMS. Our accountability system meets the current systems but will need to be updated to the new standards. The SEMS system is working, but has not been fully implemented due to technical difficulties.
- Insure NIMS training is completed for all Fire Rescue Personnel at all levels of command staff. Provide leadership and training for all other city department on the NIMS compliance.

  Fire Rescue Services has met and exceeded the NIMS training required as specified by the Department of Homeland Security.
- Provide new software to Battalion Chiefs to assist in the effective and efficient control and extinguishment of Fires. New GIS software Pictometry will allow the Incident Commander to have several different views of the involved structure and the surrounding areas.

  The Battalion Chiefs have been trained in the use of the GIS software Pictometry, however; limitations of the computer hardware prevented its full deployment.

PERFORMANCE MEASURES	FY 2005-06*		FY 2006-07**		FY 2007-08***
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders					
Total Fire Responses	3,000	2,521	3,200	3,000	3,000
Total EMS Responses	10,000	9,885	10,100	10,000	10,300
Total Non-Emergency & Other	3,000	1,996	2,000	2,500	2,500
Suspicious Incidents	10	4	5	5	5
Grand Total	**16,010**	**14,406**		**15,505**	**15,805**
Average Fire Response Time (Minutes)	6.5	6.21	6.5	6.40	6.40
Average EMS Response Time (Minutes)	5.5	5.36	5.5	5.50	5.50
Average Non-Emergency Response Time (Minutes)	7.5	7.39	7.5	7.60	7.60
Average Suspicious Incident Resp. Time (Minutes)	8.0	6.91	8.0	10.00	10.00
Fire Responses > 8 Minutes	20%	15.69%	20%	20%	20%
EMS Responses > 8 Minutes	9%	7.52%	9%	9%	9%

* Calendar Year 2006
** Calendar Year 2007
***Calendar Year 2008

FIRE AND LIFE SAFETY

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,413,248	1,396,100	1,396,100	1,362,100
Other Operating	42,822	42,300	42,300	39,500
Supplies	15,733	26,400	26,400	21,000
Transfers	-	29,000	29,000	-
TOTAL	**1,471,803**	**1,493,800**	**1,493,800**	**1,422,600**

Description of Division and Activity

The Fire and Life Safety Division conducts fire and safety inspections and equipment tests, reviews construction plans and issues permits for various fire-related systems and activities. This Division also develops and implements public education /information programs designed to promote fire safety in the community.

Goal

The goal of the Fire and Life Safety Division is to reduce the loss of life and property in the City as a result of fire-related incidents.

Objectives 2007-08

- Research field input database programs for tracking existing inspection.
- Develop a process to have at least 50% of inspections entered into the computer in the field. This would allow contractors increased time to verify inspections results and begin making corrections in a timelier manner. This would also decrease the time delay for contractors have to wait to pay for disapproved inspections.
- Develop a program for Existing Inspections to increase the number of existing inspections by ten percent.

Achievements 2006-07

- Designate a primary and secondary Fire and Life Safety Inspector to coordinate and promote fire safety educational programs.

  Educational programs, including Fire Safety are being implemented under the supervision of the EMS Division in Operations.
- Implement a training program whereby all Fire and Life Safety Inspectors are provided a yearly refresher course for each of the following areas - fire pumps, standpipe systems, sprinkler systems, fire alarm systems, pre-engineered/ hood systems and arson/fire investigations.

  Implemented training programs, whereby all Fire and Life Safety Inspectors are provided a periodic refresher course in each of the following areas: fire pumps, standpipe systems, sprinkler systems, fire alarm systems, pre-engineered/ hood systems and arson/fire investigations. Additionally, an internal two-year Inspector recertification program and a plan review training program for new inspectors were implemented.
- Implement a Plan Review training program for the new Fire and Life Safety Inspectors.

  Continued streamlining the plan review and violation process in conjunction with the Building Division.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
% of staff receiving training	90%	100%	95%	100%	100%
Strong Partnership with Our Stakeholders					
% of new construction inspections completed within 1 day of request	-	-	90%	94%	94%

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

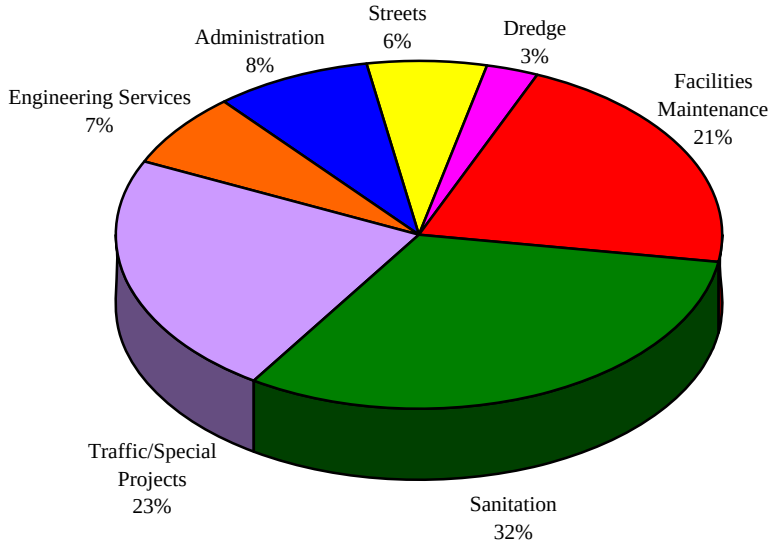
MUNICIPAL SERVICES

Robert J. DiChristopher, Director

The vision of the Municipal Services Department is to maximize our resources and minimize costs to our customers (both citizens and City departments) through effective management which allows staff participation and extend the useful life of the City's infrastructure.

The mission of the Municipal Services Department is to provide services in the most efficient manner to provide a safe, clean, and high-quality community. Also, to respond quickly and effectively to emergencies providing an efficient delivery of services.

The Municipal Services Department is responsible for the divisions of Administration, Traffic/Special Projects, Dredge, Streets, Facilities Maintenance, Sanitation and Engineering.



DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 1,317,800
Streets	983,600
Dredge	413,300
Facilities Maintenance	3,307,800
Sanitation	4,937,500
Traffic/Special Projects	3,553,300
Engineering Services	1,074,300
TOTAL	**$ 15,587,600**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	7,281,169	8,057,400	8,057,400	7,778,700
Other Operating	5,359,449	6,798,600	7,045,600	6,996,700
Supplies	486,607	590,900	594,500	522,200
Capital Outlay	125,359	195,900	425,500	262,000
Transfers	17,500	138,900	138,900	28,000
TOTAL	**13,270,084**	**15,781,700**	**16,261,900**	**15,587,600**
Full-time Employees	125.60	125.60	125.60	116.60

CITY MANAGER

MUNICIPAL SERVICES

ADMINISTRATION
DIRECTOR
Robert J. DiChristopher, P.E.

1.00 Sr. Finance Analyst

1.00 Office Supervisor II
1.00 Administrative Assistant
1.00 Secretary

Deputy Director/Dir Engr. Serv.
(Vacant)

TRAFFIC/SPECIAL PROJECT
TRAFFIC ENGINEER
T. Douglas Hess, P.E.

TRANSPORT PLANNING
1.00 Transp Planning Engineer*
2.00 Transportation Analyst

SIGNALS, SIGNS & MARKINGS
TRAFFIC OPERATIONS ENGINEER
Emmanuel Posadas. P.E.

1.00 Chief Traffic Signal Tech
2.00 Traffic Signal Tech II
2.00 Traffic Signal Tech I
1.00 Signs/Marking Chief
1.00 Traffic Control Tech
1.00 Traffic Control Tech II
1.00 Traffic Engineer I
1.00 Traffic Operations Aide

OPERATIONS
OPERATIONS MANAGER
Judi Ahern

DREDGE
1.00 Dredge Captain
1.00 Dredge Operator
1.00 Dredge Deck Hand II
1.00 Dredge Deck Hand I

FACILITIES MAINTENANCE
1.00 Facilities Manager
1.00 Administrative Assistant
3.00 Electrician
3.00 Refrigeration Mechanic
3.00 Carpenter
2.00 Trades Assistant
1.00 Plumber
1.00 Building Maintenance Supervisor
1.00 Contract Administrator

SANITATION
1.00 Sanitation Superintendent
3.00 Sanitation Supervisor*
1.00 Administrative Assistant
29.00 Packer Operator / Driver*
19.00 Refuse Collector*

ENGINEERING / DESIGN
CITY CIVIL ENGINEER
Maurice Morel. P.E.

CONSTRUC. PROJECT MGT.
1.00 Chief Construction Insp
1.00 Construction Inspector

PLANNING/DESIGN
1.00 Landscape Arch / Park Plan
1.00 Landscape Design/Proj Mgr*

ROADWAY DESIGN
1.00 CAD Administrator

ENGINEERING / SURVEY
LAND SURVEYOR
Enrique G. Vidaurreta, PLS

1.00 Survey Section Chief
2.00 Survey Party Chief

STREETS
0.60 Superintendent of Streets
1.00 Street Maint Supervisor
2.00 Heavy Equip Operator
1.00 Equipment Operator II
3.00 Equipment Operator I*
4.00 Maintenance Worker

*1.00 Packer Operator/Driver reclassified to Sanitation Supervisor (Sanitation)
-1.00 Records Management & Data Analyst (Admin)
-1.00 Equipment Operator I (Streets)
-1.00 Facilities Maintenance Parks Clerk (FM)
-1.00 Refuse Collector (Sanitation)
-1.00 Office Assistant I (Sanitation)
-1.00 Engineering Aide (Traffic/Spec. Proj.)
-1.00 Transportation Planning Engineer (Traffic/Spec. Proj.)
-1.00 engineering Aide (Engineering/Survey)
-1.00 Landscape Designer/Proj. Manager (Planning/Design)
-9.00

Approved Positions FY 06/07	125.60
Revised Positions FY 06/07	
Personnel Changes FY 07/08	-9.00
Approved Positions FY 07/08	**116.60**

= BUDGET DIVISION

ADMINISTRATION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	605,982	777,500	777,500	641,300
Other Operating	332,606	385,500	387,500	420,800
Supplies	5,362	5,700	5,100	5,700
Capital Outlay	81,510	150,000	278,700	250,000
TOTAL	**1,025,460**	**1,318,700**	**1,448,800**	**1,317,800**

Description of Division and Activity

The Administration Section of the Municipal Services Department provides support and coordination to City staff and citizens in need of the multi-disciplinary functions of the Department.

Goal

The goal of Administration is to provide efficient, well-managed services through the proper management and protection of the City's physical assets including fleet, facilities, roads, bridges and waterways as well as providing to our residents services such as sanitation collection and inlet management.

Objectives 2007-08

- Implement the new Fleet fuel maintenance system.
- Plan and coordinate Municipal Services Leadership Luncheon to celebrate the success of staff and department achievements.
- Find at least two significant ways to improve our LEAP (Leadership Award Program).
- Analyze methods of lowering Citywide fuel consumption while continuing to meet the high level of service expected by our residents.
- Obtain and implement a new work order system.
- Construct the North Boca Raton 2nd Beach Renourishment Project.
- Develop a news rack ordinance to promote the public health, safety and welfare through the regulation of placement, type, appearance, servicing and insuring of news racks on public rights-of-way.

Achievements 2006-07

- Implement the new Fleet fuel maintenance system.
  This project was moved to 2007/08 due to the City's requirement to go out to bid.
- Analyze methods of lowering Citywide fuel consumption while continuing to meet the high level of service Expected by our residents.
  City has purchased Hybrid vehicles and is currently reviewing the option to purchase bio-fuel.
- Implement Leadership opportunities for staff development.
  Enrolled 20 employees in the Supervisor Apprenticeship Course. All twenty completed the course.
- Plan and coordinate Municipal Services Leadership Luncheon to celebrate the success of staff and department achievements.
  The leadership luncheon was held on December 15, 2006 and was a success, with over 100 people in attendance.
- Find two significant ways to improve our LEAP (Leadership Award Program).
  Tabled until next year, giving us more time to come up with something more in line with the new Leadership criteria and language adopted by the City.

Achievements 2006-07

Other Achievements:

- Received $2.3 million back from FHWA.
- Completed construction of 6500 building.
- Spanish River Library is back under construction.
- Completed HMGP grant acquisition.
- Published Annual Sanitation Brochure and posted copies to approximately 19,000 single-family residents.
- Performed physical inventory of capital assets; created a Master Asset Log for more proficient monitoring.
- Partnered with PD Communications to locate a significant number of radios that were reported missing.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
World Class Municipal Services Maintain a sufficient beach berm for sea turtle nesting and recreation through periodic beach nourishment projects.	80%	90%	75%	75%	100%

STREETS

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	582,168	630,700	630,700	643,100
Other Operating	249,233	292,400	292,700	276,900
Supplies	42,797	46,300	46,600	35,600
Capital Outlay	-	5,000	5,000	-
Transfers	-	30,100	30,100	28,000
TOTAL	**874,198**	**1,004,500**	**1,005,100**	**983,600**

Description of Division and Activity

Responsibilities of the Streets Section include the maintenance of 506 lane miles of asphalt/concrete roadways, 25 miles of bike paths, and 360 miles of concrete sidewalks.

Goal

To maintain a safe and efficient transportation network for our citizens and to supply equipment and personnel to assist other Departments as needed.

Objectives 2007-08

- Repair and overlay pedestrian pathway along newly annexed Verde Trail.
- Train Fleet staff in fuel pick-up and delivery at Florida Ports and City facilities.
- Improve City vehicle wash area and develop methods of procedure for site monitoring.
- Inspect and repair all asphalt and concrete sidewalks along SW 2nd Ave between Palmetto Park Rd and SW 15th Street.

Achievements 2006-07

- Repair and overlay pedestrian pathways along St. Andrews Blvd. between Via Verde Rd. and Palmetto Park Rd.

  Repair and overlay pedestrian pathways have been completed.
- Improve drainage and overlay potholed area at Town Center Road and Military Trail.

  Area at Town Center Road & Military Trail was cut out and patched. Area will be overlayed in June 2007.
- Train equipment operators in emergency fuel pick-up and delivery to Florida ports and City facilities.

  Obtained Port authorization/ID. Trained employees on pick-up and delivery of fuel operations.
- Investigate newly annexed roadways and determine future maintenance needs.

  Inventoried roadway and added the inventory to the GIS maps.

Other Achievements:

- Overlayed Jeffrey Street from NW 2nd Avenue to the end.
- Removed and restored temporary driveway area at Fire Station #3. Closed out FDOT permit.
- Developed strategy for procedure in cooperation with Home Owners Association at Glen Oaks to eliminate sidewalk trip hazards within the subdivision.
- Certification of four staff members as hazmat licensed drivers. On a monthly basis the drivers pick up fuel from four fueling terminals within the State of Florida, creating a significant savings in fuel delivery for the City.

PERFORMANCE MEASURES Strategic Initiatives:	FY 2005-06 Goal	 Actual	FY 2006-07 Goal	 Estimated	FY 2007-08 Target
World Class Municipal Services					
Investigate and develop plan to repair or replace sidewalk within 24 hours of complaint.	90%	90%	90%	90%	92%
Completion of Utilities open pavement repairs within one-week period	90%	80%	90%	90%	92%

DREDGE

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	241,396	262,300	262,300	272,000
Other Operating	195,688	150,700	164,800	135,600
Supplies	5,011	6,200	6,300	5,700
Capital Outlay	2,989	-	-	-
TOTAL	**445,084**	**419,200**	**433,400**	**413,300**

Description of Division and Activity

The Dredge Section of the Municipal Services Department is responsible for clearing sand from the Boca Raton Inlet to the A-1-A bridge and transferring it to the beaches south of the inlet.

Goal

To maintain a clear and navigable inlet for boaters in the Boca Raton area, maintain water quality of inland waterways, and provide sand transfer south of the Inlet.

Objectives 2007-08

- Continue to monitor the ebb tidal shoal and dredge 100,000 cubic yards of sand from the inlet.
- Continue to maintain the inlet channel at a 6' depth.
- Continue to monitor and maintain navigational aids.

Achievements 2006-07

- Provide assistance to the reconstruction of the North Jetty.

  The project is scheduled to be completed prior to October 1, 2007.
- Monitor ebb tidal shoal.

  The ebb tidal shoal is continually monitored and the inlet channel depth is maintained at 6'
- Provide assistance and navigational knowledge to local boaters.

  The dredge crew constantly responds to local boaters questions and concerns.

Other Achievements:

- Replaced the fuel tank on the dredge.
- Replaced the transmission on the tug.

PERFORMANCE MEASURES Strategic Initiatives:	FY 2005-06 Goal	FY 2005-06 Actual	FY 2006-07 Goal	FY 2006-07 Estimated	FY 2007-08 Target
World Class Municipal Services					
Dredge 100,000 cubic yards of sand from inlet	100,000	50,000	100,000	75,000	100,000
Keep the inlet at a 6' depth.	80%	80%	80%	80%	80%

FACILITIES MAINTENANCE

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	879,250	1,080,100	1,080,100	1,087,200
Other Operating	1,192,790	1,696,000	1,871,600	2,058,100
Supplies	128,598	183,900	184,600	160,500
Capital Outlay	5,391	2,000	46,500	2,000
Transfers	7,500	79,900	79,900	-
TOTAL	**2,213,529**	**3,041,900**	**3,262,700**	**3,307,800**

Description of Division and Activity

The Facilities Maintenance Section administers in-house maintenance repairs, construction, renovation, and service contracts of City-owned buildings and related systems; maintains records of all maintenance and repairs to buildings and related systems; maintains security ID card access systems and standardizes keying systems in City-owned facilities. Services include, but are not limited to, carpentry, electrical, air conditioning, painting, and plumbing.

Goal

The goal of Facilities Maintenance is to provide and maintain clean, efficiently run facilities, quality service, in a cost effective manner with regard to all trades and general maintenance. Services are provided to all departments/sections citywide so citizens and staff may conduct business in an environment they expect and deserve.

Objectives 2007-08

- Continue to replace A/C equipment Citywide that has exceeded its 20-year life expectancy.
- Continue to prioritize and complete ADA transition projects.
- Research approach to a Citywide energy conservation plan.
- Contract, construct, and install hurricane shutters at Police Station and Library.
- Continue with retrofit of automation controls for the Police Station HVAC.
- Complete the majority of in-house A/C projects.
- Add automated controls for City Hall exterior lighting.
- Enhance video security at City Hall and the Municipal Service Complex.
- Complete interior build-out of the 1st floor at the Police/Fire Training Facility.

Achievements 2006-07

- Continue to prioritize and complete ADA transition projects.

  Design work completed for City Hall, Community Center and Old Town Hall.
- Retrofit Police Station with automated air-conditioning energy management controls currently in use at the Municipal Complex and City Hall.

  Completed HVAC work on second floor and exterior lighting.
- Review Facilities Maintenance Policies and Procedures.

  Policies have been reviewed and submitted.
- Design and construct City Hall parking lot lighting.

  Design and plans completed.

Achievements 2006-07

- Research solution to Municipal Complex chiller transfer delay.

  Controls installed to correct problem.
- Replace critical back-up A/C units for City Hall and the Library.

  Four units mentioned above have been replaced.
- Replace two A/C package units located at the Mausoleum.

  Two units replaced.
- Develop building/property value list.

  City Hall, Police Department, Library, Municipal Complex and the Fire Department buildings have been completed.
- Resolve humidity problems in City Manager secretary area.

  Problem resolved by insulating the area.

Other Achievements:

- Completed renovation of City Clerk and City Council offices.
- Revised Custodial, Generator and Elevator contracts.
- Completed changes with MP-2 work order system to improve efficiency.
- Developed a contact list comprised of one liaison per department to report post hurricane damage assessments to Facilities Maintenance.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
World Class Municipal Services To reduce external work orders thru Facilities Maintenance proactive awareness within City facilities.	N/A	N/A	10%	5%	10%

SANITATION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	2,758,167	3,028,800	3,028,800	2,932,100
Other Operating	1,952,272	1,942,000	1,942,000	1,961,800
Supplies	32,525	53,800	55,500	43,600
Capital Outlay	-	14,400	14,400	-
TOTAL	**4,742,964**	**5,039,000**	**5,040,700**	**4,937,500**

Description of Division and Activity

The Sanitation Section provides for the collection and disposal of solid waste, vegetation, and recyclable material for City residents including quarterly bulk trash collection.

Goal

To provide efficient, sanitary removal of solid waste by promoting source separation and increased recycling participation.

Objectives 2007-08

- Incorporate front loading trucks into the Sanitation operations.
- Investigate the implementation of an enterprise fund.

Achievements 2006-07

- Investigate an automated residential solid waste collection procedure.

  Conducted an initial investigation and determined that this procedure was not cost effective.
- Investigate the use of front-end garbage trucks to service the multi-family residents.

  Purchased 2 front-end trucks for utilization.
- Develop better disaster reporting practices.

  Implemented a debriefing procedure included road segregation in monitoring contract.

Other Achievements:

- Implemented a non-inclusive franchise for commercial solid waste collection services.
- Conducted a training session for Sanitation drivers to become certified in backing procedures and policies.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Resolve missed pick ups within 24 hours	100%	100%	100%	100%	100%
Complete daily routes	90%	96%	98%	98%	98%

TRAFFIC/SPECIAL PROJECTS

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,237,237	1,309,700	1,309,700	1,297,600
Other Operating	1,314,432	2,153,900	2,179,200	1,994,600
Supplies	256,060	268,900	270,700	251,100
Capital Outlay	35,469	14,500	61,900	10,000
TOTAL	**2,843,198**	**3,747,000**	**3,821,500**	**3,553,300**

Description of Division and Activity

The Traffic/Special Projects Division maintains the City's traffic circulation system including traffic signals, signs, and markings. Responsibilities include daily traffic operations as well as planning activities to accommodate growth and an ever-changing system, including traffic calming, bicycle/pedestrian functions, and land development mitigation.

Goal

It is the goal of the Traffic/Special Projects Division to provide and maintain a safe and efficient traffic circulation system for vehicles, pedestrians, bicyclists, and transit users.

Objectives 2007-08

- Launch at least one new shuttle bus service from the Tri-Rail station to a major activity center.
- Complete a Transit/Financial Feasibility study through a consultant.
- Develop a multi-modal level-of-service concurrency tool and standard to be used in place of Traffic Performance Standards.
- Complete at least one major traffic improvement project.
- Establish a quarterly Downtown streetlight inventory, check, and repair process.
- Construct Traffic Calming in two residential neighborhoods.
- Convert all yellow incandescent traffic signal lamps to LED lamps Citywide.
- Complete construction of the El Rio Trail, connecting to the Tri-Rail Station, from Spanish River Boulevard to Yamato Road.

Achievements 2006-07

- Start construction of the El Rio Trail, connecting to the Tri-Rail Station, from Spanish River Boulevard to Yamato Road.

  Project was bid and recommended for low bidder. Scheduled to start work in July 2007.
- Complete Traffic Calming projects in three residential neighborhoods.

  The three Traffic Calming projects completed included Palmetto Park Terrace, Spanish River Land, and Boca Isles/Estoville.
- Adopt a Traffic concurrency Proportionate Share Ordinance.

  The Proportionate Fair Share Ordinance was adopted and the first developer agreement was approved shortly thereafter.
- Complete a feasibility/preferred method study to create a Multi-Modal Transportation District (MMTD) or Transportation Concurrency Exemption Area (TCEA) within the City.

  The MMTD study is now underway and staff will follow up with Comprehensive Plan and Land Development Regulation changes upon completion.

Achievements 2006-07

- Launch Boca Traffic Live website, providing commuters and residents with real-time traffic conditions and video images.

  Video images, refreshing every five minutes, have been implemented on the website.
- Convert all yellow incandescent traffic signal lamps to LED lamps Citywide.

  Deferred until next fiscal year. In lieu of this project, staff completed preventive maintenance of all traffic signals, and completed conversion work on signals previously transferred by Palm Beach County.
- **Other Achievements:**
- Completed traffic improvement project on Military Trail at Lennox Drive.
- Completed Citywide preventive maintenance of traffic signals.
- Completed arterial signal retiming for West Yamato Road, Military Trail, and Clint Moore Road.
- Completed special event traffic management for the Professional Allianz Golf Tournament.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Record and reduce yearly number of reported motor vehicle crashes per 1,000 population.	41.1	38.0	39.0	39.0	39.0
Record average travel times along major City arterials and improve or maintain L.O.S. (average travel speed) yearly	25 mph	24 mph	25 mph	25	25

ENGINEERING SERVICES

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	976,970	968,300	968,300	905,400
Other Operating	122,427	178,100	207,800	148,900
Supplies	16,253	26,100	25,700	20,000
Capital Outlay	-	10,000	19,000	-
Transfers	10,000	28,900	28,900	-
TOTAL	**1,125,650**	**1,211,400**	**1,249,700**	**1,074,300**

Description of Division and Activity

Design and/or manage City capital improvement operations and maintenance projects. Monitor design and construction of private development.

Goal

The primary goal of Municipal Services/Engineering Services is to provide high quality, cost effective, landscape architecture, engineering and surveying professional services to the citizens and all City departments including project development and management services, design and survey services, project planning and development, construction project management and inspection services.

Objectives 2007-08

- Complete construction of NW 12th Avenue/Meadows Road turn lane improvements.
- Complete construction of the Spanish River Library.
- Complete site planning and initiate design of the proposed Downtown Library.
- Complete design for SW 3rd Avenue (Boca Heights) drainage and utility improvement project.
- Complete construction of Palmetto Park Road and NW 4th Avenue intersection.
- Complete design for ball field phase of Countess de Hoernle Park.
- Commence construction for Countess de Hoernle Park.

Achievements 2006-07

- Complete design for Hillsboro El Rio Park.
  Completed site planning, environmental studies and geotechnical study. Executed design work order.
- Complete construction of 12th Avenue turn lane improvements at Meadows Road/NW 8th St.
  Completed design and reviewed resident alternatives to construction.
- Complete construction of the four laning of Spanish River Boulevard.
  Project will be completed by end of fiscal year.
- Complete construction of landscaping on Dixie Highway (24th Street to 32nd Street).
  Completed conceptual design of landscaping in accordance with revised FEC Railroad criteria.

Achievements 2006-07

Other Achievements:

- Completed design and construction of Traffic Calming projects in Palmetto Park Terrace and Boca Islands.
- Completed design and construction of pavement resurfacing project in Glen Oaks, Boca Tierra, Boca Island and NW 67th Street.
- Completed design of City Hall parking lot renovations.
- Completed design of Blazing Star Environmental Park.
- Completed design of Hughes Park (Pearl City Phase III) improvements.
- Completed boundary and topographic survey for Gumbo Limbo Nature Center.
- Completed topographic survey for SW 12th Avenue from SW 1st Street to SW 5th Street.
- Completed right-of-way map for Spanish River Boulevard from Dixie Highway to State Road AIA.
- Completed expansion of Yamato Road between Military and Jog.

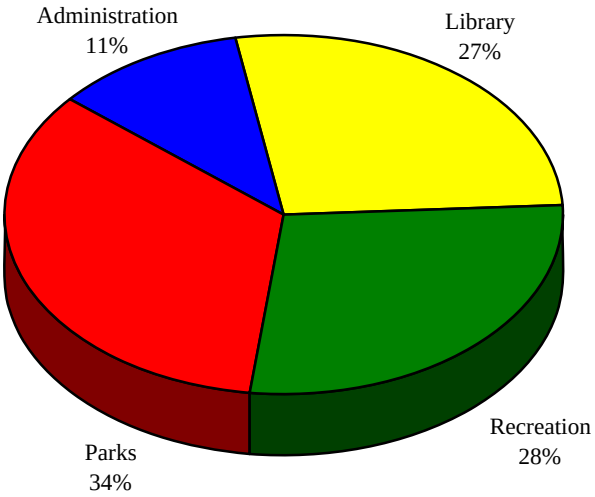
PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Complete projects within 10% of original bid.	100%	90%	100%	100%	100%
Complete land, boundary, topographic, and "as-built" surveys within 15 days.	90%	90%	90%	90%	90%

RECREATION SERVICES

Mickey A. Gomez, Recreation Services Director
John A. Parks, Deputy Recreation Services Director
Joseph N. Cogley, Deputy Recreation Services Director

The mission of the Recreation Services Department is to provide and preserve quality customer service programming within the Library, parks, recreation, leisure, resource management and information services, through facilities, programs and resources which are relevant, educational, attractive, environmentally conscious and affordably accessible to the community of Boca Raton.

The Administrative team coordinates, directs and manages the work of the four major divisions of the Recreation Services Department: Parks, Recreation, Library and Golf, which encompasses five separate operating funds, in meeting the mission of the department for resident enjoyment.



DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 1,931,200
Library	4,740,400
Recreation	4,828,800
Parks	5,999,500
TOTAL	**$ 17,499,900**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	9,736,810	12,219,700	12,158,500	11,107,900
Other Operating	4,454,893	5,006,900	5,206,000	5,064,100
Supplies	889,276	1,350,900	1,385,700	1,233,600
Capital Outlay	112,314	103,400	111,700	85,800
Transfers	-	525,700	525,700	8,500
TOTAL	**15,193,293**	**19,206,600**	**19,387,600**	**17,499,900**
Full-time Employees	188.20	190.20	190.20	158.50

CITY MANAGER

RECREATION SERVICES

ADMINISTRATION

DIRECTOR
Mickey A. Gomez

1.00 Management Assistant
1.00 Office Supervisor II
1.00 Administrative Assistant
1.00 Accounting Specialist
1.00 Comm Resource & Affairs Spec
1.00 Special Events Coordinator
1.00 Secretary
1.00 Financial Manager
1.00 Construction Project Manager

DEPUTY DIRECTOR
John A. Parks

RECREATION DIVISION

RECREATION SUPERINTENDENT
J.D. Varney

BOCA RATON COMM CENTER

0.40 Community Center Administrator
1.00 Recreation Center Suprv III
2.00 Secretary
2.00 Custodial Worker

CAMP PROGRAMS

0.35 Youth Program Director

YOUTH ACTIVITIES CENTER

0.65 Youth Program Director

ATHLETICS

0.40 Athletic Programs Administrator
1.00 Athletic Supervisor I
0.35 Athletic Program Coordinator

AQUATICS

0.65 Aquatics Administrator
1.00 Aquatics Lieutenant*
2.00 Pool Lifeguard

BOCA RATON TENNIS CENTER

1.00 Tennis Center Supervisor I
0.15 Tennis Center Administrator
1.00 Groundskeeper

OCEAN RESCUE

0.65 Ocean Rescue Chief
1.35 Ocean Rescue Captain
4.00 Ocean Rescue Lieutenant
13.00 Ocean Lifeguard*
1.00 Secretary

LIBRARY

MANAGER OF LIBRARY SERVICES
Catherine A. O'Connell

1.00 Administrative Assistant
7.00 Librarian II
1.00 Librarian I
15.00 Library Assistant II

SPANISH RIVER LIBRARY

3.00 Library Assistant II
5.00 Librarian I
2.00 Librarian III
8.00 Library Assistant III
1.00 PC/Network Technician
1.00 Maintenance Supervisor
3.00 Custodian

DEPUTY DIRECTOR
Joseph N. Cogley

PARKS DIVISION

PARKS SUPERINTENDENT
Keith J. Noelk

PARKS DISTRICT I

1.00 District I Supervisor
1.35 Park Maintenance Suprv III
1.50 Equipment Operator II
11.00 Groundskeeper*
1.00 Secretary
1.00 Carpenter

MIZNER PARK

1.00 Contract Maintenance Supervisor

PARKS DISTRICT II

1.00 District Supervisor
3.00 Park Maintenance Suprv III*
1.00 Equipment Mechanic
1.00 Equipment Operator I
2.00 Equipment Operator II
1.00 Spray Equipment Operator
24.00 Groundskeeper*
1.00 Secretary
1.00 Tree Trimmer / Pruner

PARK RANGERS

0.35 Chief Park Ranger

IRRIGATION

1.00 Irrigation System Manager
5.00 Irrigation System Technician I*
1.00 Plumber

CONSERVATION

0.35 Manager of Environmental Education/Conservation
2.00 Groundskeeper

- 1.00 Assistant Parks Supt. (Admin)
- 1.00 Special Projects Coordinator (Library)
-12.00 Spanish River Library positions
- 1.00 Recreation Center Supervisor I (BR CC)
- 1.00 Teen Center Supervisor
- 1.00 Athletic Assistant
- 1.00 Facility Manager (Skateboard Park)
- 1.00 Aquatics Lieutenant (Aquatics)
- 1.00 Ocean Lifeguard
- 1.00 Groundskeeper (District I)
- 1.00 Contract Maint. Supervisor (District II)
- 1.00 Park Maint. Supervisor III (District II)
- 3.00 Groundskeeper (District II)
- 1.00 Park Ranger Supervisor
- 2.00 Park Ranger
- .35 Secretary (Park Rangers)
- 1.00 Irrigation System Technician I
- 1.00 Irrigation System Supervisor
- .35 Secretary (Irrigation)
-31.70

Approved Positions FY 06/07	190.20
Revised Positions FY 06/07	
Personnel Changes FY 07/08	-31.70
Approved Positions FY 07/08	**158.50**

= BUDGET DIVISION

ADMINISTRATION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,249,060	1,397,000	1,397,000	1,408,400
Other Operating	334,827	401,300	401,300	502,200
Supplies	14,423	15,900	15,900	16,600
Capital Outlay	29	4,000	4,000	4,000
TOTAL	**1,598,339**	**1,818,200**	**1,818,200**	**1,931,200**

Description of Division and Activity

The Administrative team coordinates, directs and manages the work of the four major divisions of the Recreation Services Department: Parks, Recreation, Library and Golf, which encompasses five separate operating funds, (General Fund, Beach & Park District Fund, Beautification Fund, Cemetery/Mausoleum Fund, and Golf Course Fund) in meeting the mission of the department for resident enjoyment.

Objectives 2007-08

- Continue to rejuvenate medians in decline due to age and damage by Hurricane Wilma.
- Coordinate plan and specification development for construction of Countess de Hoernle Park.

Achievements 2006-07

- Finalize construction documents for Hillsboro/El Rio Park.

  City Council approved Work Order #12 with LBFH, Inc. to finalize construction documents. The estimated completion date for submittal of final plans and specifications, suitable for bidding, is April 2008.
- Analyze the use of contract laborers integrated into the regular work force.

  In May 2006 the Parks Division began an experimental program utilizing Day Labor workers to supplement part-time and full-time workers as a cost saving measure, with a goal of providing efficient levels of productivity in maintaining the City's park system. Supervisors responsible for conducting and monitoring the Day Labor program have concluded that the experimental program produced a preponderance of negative results and should be discontinued.
- Implement a plan to rejuvenate medians due to age and damage by Hurricane Wilma.

  The Beautification Section established a priority list of roadways. New contracts to supply the required landscape material were established. Federal Highway and Dixie Highway have been completed. Glades Road is in progress. It is anticipated that all roadway medians will be completed by April 2008.
- Coordinate with Purchasing to secure an Agreement for use of a Design/Build firm for small construction projects.

  The Purchasing Division is in the process of finalizing a Design/Build RFP.
- Coordinate with Municipal Services for the design of new athletic fields and related maintenance area at Countess deHoernle Park.

  City Council has approved Work Order #2 and #3 with G&O, Inc., to design the athletic areas at Countess deHoernle Park. Conditional use approval was granted by City Council on April 24, 2007.

Other Achievements:

- Awarded the City's Safety Award for the eighth time in the past 15 years.
- Coordinated the RFP for the Ice Arena with the Purchasing Division.
- Installed lightning prediction devices at lake Wyman, Meadows, Memorial, Sand Pine and University Woodlands Parks.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Financially Sound Government					
Pursue grant opportunities to offset costs of park development and maintenance.	N/A	N/A	1	2	2
World Class Municipal Services					
Respond to correspondence from concerned citizens within 24 hours of receipt	N/A	N/A	N/A	98%	98%
Strong Partnership with Our Stakeholders					
Continue to respond to the recreational needs of the community, by providing the facilities that are most in demand.	N/A	N/A	N/A	95%	95%

LIBRARY

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,813,182	3,618,500	3,618,500	3,378,000
Other Operating	278,357	506,800	503,500	517,900
Supplies	506,885	889,300	894,500	844,500
Capital Outlay	-	16,400	16,400	-
Transfers	-	299,000	299,000	-
TOTAL	**2,598,424**	**5,330,000**	**5,331,900**	**4,740,400**

Description of Division and Activity

The Boca Raton Public Library provides library services, materials, programs and information for the residents of the City.

Goal

The Boca Raton Public Library shall provide quality library service and resources necessary to meet the educational, recreational, cultural, business and other informational needs of its users.

Objectives 2007-08

- Open the Spanish River Library to the public with an appropriate public event.
- Select and install an Opening Day Collection and appropriate furnishings and equipment for the Spanish River Library.
- Hire and train new staff members for the Spanish River Library.

Achievements 2006-07

- Within 1 month of getting a certificate of occupancy for Spanish River Library, open it to the public with an appropriate public event prior to the opening.

  Progress has been limited due to construction delays. Staff efforts will continue, to insure objective is met in a timely manner.
- Select and install an Opening Day Collection and appropriate furnishings and equipment for the Spanish River Library.

  The collection purchase was approved by City Council on April 24, and the interior furnishings were approved by City Council on June 12.
- Work closely with the architect in the Downtown Library to assure it is both user friendly and as efficient as possible.

  Staff is working closely with the architect to design a new library.

Other Achievements:

- Library has a collection of downloadable audiobooks that can be accessed through the library's website.
- New integrated library system was implemented successfully. The public has been happy with the new user-friendly interface.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with our Stakeholders					
Reference and information questions are answered before patrons leave the library.	N/A	N/A	N/A	85%	85%
Telephone reference questions are answered while the patron is on the phone.	N/A	N/A	N/A	75%	75%
Literacy patrons are placed with a volunteer tutor within 10 days.	N/A	N/A	N/A	85%	85%
Percentage of total circulation accomplished using self-check.	N/A	N/A	N/A	12%	12%
Percentage of renewals completed online.	N/A	N/A	N/A	15%	15%
Percentage of “storytime” class attendees registering for another program.	N/A	N/A	N/A	50%	50%

RECREATION DIVISION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	2,938,809	3,107,500	3,111,800	2,823,800
Other Operating	1,739,825	1,825,400	1,900,800	1,870,000
Supplies	99,862	109,400	117,800	114,200
Capital Outlay	48,749	46,900	48,600	20,800
Transfers	-	63,600	63,600	-
TOTAL	**4,827,245**	**5,152,800**	**5,242,600**	**4,828,800**

Description of Division and Activity

Athletics

Conduct youth and adult sports leagues, which promote sportsmanship, fair play and healthy competition. Assist area schools and independent youth sports associations by providing facilities. Operate the Tim Huxhold Skate Park and Shuffleboard Courts in a fashion that provides quality programming and safe open play.

Camp

Provide a healthy and safe play environment for boys and girls on school holidays and during the summer.

Aquatics

Operate a temperature controlled municipal pool featuring extensive programs for a variety of interests.

Community Center

Offer a variety of leisure oriented youth and adult classes, in addition to hosting area meetings, private events and special interest clubs.

Youth Activity Center

Teenagers have unique educational, social and recreational needs. Staff at this facility will meet these needs via drop-in activities, field trips, athletic events and social opportunities.

Special Events

Conduct and support events that bring families, friends, neighbors and co-workers together in a spirit of happiness, togetherness and celebration.

Ocean Rescue

Provide Ocean Lifeguards to serve and protect beachfront park visitors.

Tennis

Operate a facility that provides open play and programs for all ages and skill levels.

Goal

Encourage recreational activity that provides each individual the opportunity to enjoy physical exercise, socialization, competition, teamwork, learning, intellectual stimulation and family togetherness. These activities shall also provide the setting that brings together residents of different backgrounds, enhancing Boca Raton as a community.

Objectives 2007-08

Maintain an exemplary safety record on the beaches of Spanish River Park and South Beach Park.
Offer a flag football program for high school age boys and girls.
Begin offering multiple-session classes at the Tennis Center.
Host a dog show at the Mizner Bark dog park.
Maintain a record of no drownings or cases of recreational water borne illness (RWI) at Meadows Park Pool.

Achievements 2006-07

- Maintain an exemplary safety record on the beaches of Spanish River Park and South Beach Park.
  An exemplary safety record of no drownings was maintained.
- Expand Boca Raton Community Center programs by offering a Beach Fitness class at Spanish River Park.
  The class was successful.
- Host a Spring – Summer biathlon at the Meadows Park Pool.
  Three Biathlons were conducted with increasing participation at each event.
- Establish a league for Junior players at the Boca Raton Tennis Center.
  The league was not conducted due to insufficient registration.
- Initiate background checks for volunteer youth sports coaches who work with City run leagues.
  The program has been initiated with checks of Boca Hoops coaches.

Other Achievements:

- Ocean Rescue placed second in the 2006 U.S.L.A. National Championships.
- A new program for competitive juniors (Team Boca) began at the Boca Raton Tennis Center.
- The Teen Center offered area teens 29 field trips.
- Aquatics staff placed second in the American Red Cross Lifeguard Skills Competition.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders					
Aquatics:					
Learn-to-Swim class participants will demonstrate the ability to advance to the next level.	N/A	N/A	N/A	80%	80%
Athletics					
Participation in City-operated youth sports programs will indicate a desire to participate, if eligible, next season.	N/A	N/A	N/A	88%	90%
Ocean Rescue					
Assure beachfront park patrons return safely to shore.	N/A	N/A	N/A	100%	100%
Tennis Centers					
Children participating in the winter, summer and fall camps will express, in their post-camp evaluation, an interest in attending camps, if eligible, in the future.	N/A	N/A	N/A	75%	75%
Community Centers					
Class patrons will rate their experiences as “outstanding” on the post-class survey.	N/A	N/A	N/A	90%	90%

PARKS DIVISION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	3,735,758	4,096,700	4,031,200	3,497,700
Other Operating	2,101,884	2,273,400	2,400,400	2,174,000
Supplies	268,105	336,300	357,500	258,300
Capital Outlay	63,535	36,100	42,700	61,000
Transfers	-	163,100	163,100	8,500
TOTAL	**6,169,282**	**6,905,600**	**6,994,900**	**5,999,500**

Description of Division and Activity

Major Parks & Recreation Areas

To suitably care for a large area offering a variety of intensively used park areas and facilities accessible to residents of the entire City.

Neighborhood Parks and Recreation Areas

To provide in a safe, usable and attractive condition; passive and active recreation areas for all age groups within walking distance of the neighborhood.

Playgrounds

To adequately maintain areas for intensive recreation use, primarily for school-age and pre-school-age children.

Landscape and Passive Areas

To offer safe, clean and attractive parkways, circles, medians, courtyards and other landscaped public areas to enhance the aesthetic value of the residential and business community.

Undeveloped, Unclassified and/or under Construction

To maintain undeveloped park property in a safe, clean and orderly appearance for future public use.

Park Ranger Operations

To provide a public relations service to all citizens and visitors by helping create a safe and secure environment in our park system. To act as a conduit between park patrons and other City agencies, such as Emergency Medical Teams and the Police Department. To provide helpful information on all services offered by the Recreation Services Department.

Environmentally Sensitive Lands

To provide preservation, management and appropriate development for 5 pristine sites totaling 85.41 acres and to provide environmental programming and public access for Serenoa Glade Preserve.

Goal

To provide clean, orderly and attractive appearance of grounds, structures and facilities for safe, convenient and enjoyable recreational use by the citizens of Boca Raton, through an efficient maintenance program commensurate with the intensity of public use and the intent of park design.

Objectives 2007-08

- Remove Australian pine trees from a forty-foot perimeter around Spanish River Park picnic shelters and restrooms.
- Develop design and construction documents for the Parks-District I Operation Complex.
- Resurface the south section of Spanish River Park.

Objectives 2007-08

- Renovate Memorial Park and Boca Tierra Park restroom interiors.
- Train new full-time and part-time Irrigation System Technicians in the operation, troubleshooting and maintenance of the computerized irrigation control system.
- Cross-train new Irrigation System Technicians in the locations of all water meters, controllers, and valves for callback duty.
- Develop an exotic vine control program throughout the City's park system and Environmentally Sensitive Lands.
- Continue backflow testing for all park facilities.

Achievements 2006-07

- Continue the program to remove all Australian pine trees from Spanish River Park.

  In FY 2006/07, 650 Australian pine trees were removed from Spanish River Park.
- Re-vegetate District I Parks, which were damaged by Hurricane Wilma.

  Various park sites within Parks-District I have been re-vegetated. Staff is evaluating other areas for replacement.
- Begin the planning and design for a new Parks-District I maintenance area.

  A work order has been developed to provide cost estimates to prepare design and construction documents. Awaiting resolution of funding issues to proceed.
- Continue updating and modifying the Park Ranger Standard Operating Procedures Manual, and overall training procedures.

  The Park Ranger operating procedures manual has been updated to include restructured daily park patrols to assist maintenance in identifying maintenance issues for a faster response time. Additionally, created/implemented a three-week training program to provide field training for new hires.
- Provide more effective Park Ranger coverage throughout park sites and special events with better utilization of shift scheduling.

  Park patrols were restructured to provide a park ranger to spend one hour of time at each facility scheduled for that day. This also assisted park maintenance in identifying issues that needed attention.
- Rehabilitation of wells and replacement pump station at University Woodlands, Sand Pine, and Lake Wyman Parks.

  University Woodlands Park and Sand Pine Park were rehabilitated. Due to increased costs, Lake Wyman was placed on hold until FY 07/08.
- Continue cross-training irrigation personnel to become aware of all irrigation systems for callback duty.

  All Irrigation System Technicians have been cross-trained for callback duty.
- Continue back flow testing for all park facilities.

  Backflow testing was performed at the following parks: Sand Pine, Lake Wyman, Pine Breeze, Spanish River and South Beach.
- Teach a refresher course on chain-saw proper usage to 60% of District II employees. 39 ft 5 pt

  On February 6, 2007, 85% of District II staff were scheduled and completed a refresher course in chain-saw usage. A total of 42 employees were trained, with the participation of personnel from other sections as well.
- Begin the re-landscape of parks damaged by hurricanes as part of a two-year program.

  Agreement was obtained from Beautiful Palm Beaches to re-plant Boca Tierra Park. Sixty trees were planted. Staff is in the process of evaluating park sites to identify other replacements.
- Purchase power equipment that will reduce labor hours used for normal fertilizing tasks.

  Two riding fertilizer spreaders were purchased to allow staff to perform fertilizer application in a more productive and efficient operation.

Other Achievements:

- Installed in-house five covered benches at Silver Palm Park.
- Created a bird observation area at Spanish River Park.
- Installed a new concrete sidewalk at South Beach Park.

Achievements 2006-07

- Installed irrigation controller and antenna, and repaired broken heads at Fire Station #3, due to the construction contractor failing to meet contract obligations.
- Replaced three drinking fountains at Spanish River Park picnic area and two drinking fountains at Woodlands Park.
- Installed separate bubbler irrigation zones for the newly planted trees at Boca Tierra Park.
- Installed three new irrigation zones to the irrigation system in the new expanded swimming pool area at Meadows Park.
- Relocated five irrigation zones and the mainline, from school board property to Meadows Park. Installed two new zones for the Palm trees that were relocated due to the new middle school building construction.
- All Parks Division supervisory staff attended NIMS training classes 100 and 200.
- Installed new irrigation system at Gumbo Limbo for the butterfly garden display.
- Installed irrigation system at South Beach Park for native plants in the north area.
- Installed new irrigation and bubbler zone for the new Oak trees located on the south parking lot of City Hall.
- Modified irrigation system in the clay area at Sand Pine Park, to keep clay moist for youth leagues.
- Tested backflow devices at the Municipal Golf Course.

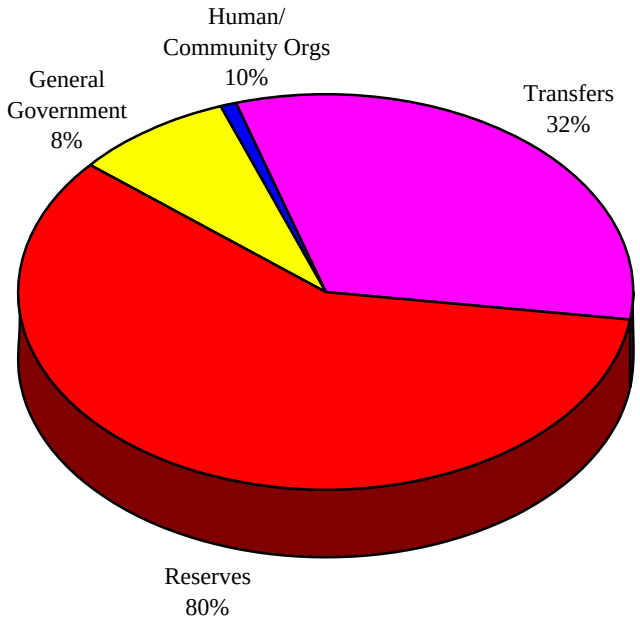
PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnerships with Our Stakeholders					
Maintain all park properties in accordance with the Recreation Services Department standards, by preventative, cyclic, routine, non-routine and special response measures.	N/A	N/A	N/A	95%	95%
Ensure safe and sanitary restrooms throughout the city's park system on a daily basis.	N/A	N/A	N/A	95%	95%
Maintain dune crossovers and recreational boardwalks in safe and usable conditions.	N/A	N/A	N/A	95%	95%
Consistently complete routine maintenance of environmentally sensitive lands as scheduled.	N/A	N/A	N/A	95%	95%
Ensure Park Rangers perform daily patrols at neighborhood park sites to provide complete inspection reports for park maintenance personnel for corrective action.	N/A	N/A	N/A	95%	95%

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

NON-DIVISIONAL

Leif J. Ahnell, City Manager

The Non-Divisional section of the City's General Fund contains expenditures to provide general governmental services which are not directly related to a particular department. The Non-Divisional section also includes the City's contributions to Not-for-Profit agencies.



DIVISION	APPROVED 2007-08 BUDGET
General Government	$ 4,319,100
Human/Community Orgs	418,100
Transfers	16,528,300
Reserves	30,443,200
TOTAL	**$ 51,708,700**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,255,475	70,700	470,700	595,700
Other Operating	26,678,107	4,396,600	5,062,200	4,095,500
Supplies	59,171	46,000	46,000	46,000
Capital Outlay	704,565	-	213,800	-
Transfers	4,315,093	9,784,500	10,984,500	16,528,300
Sub-Total	**33,012,411**	**24,082,300**	**16,777,200**	**21,265,500**
Reserves	37,921,553	20,632,600	17,237,100	30,443,200
TOTAL	**70,933,964**	**44,714,900**	**34,014,300**	**51,708,700**

BOCA RATON
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FLORIDA

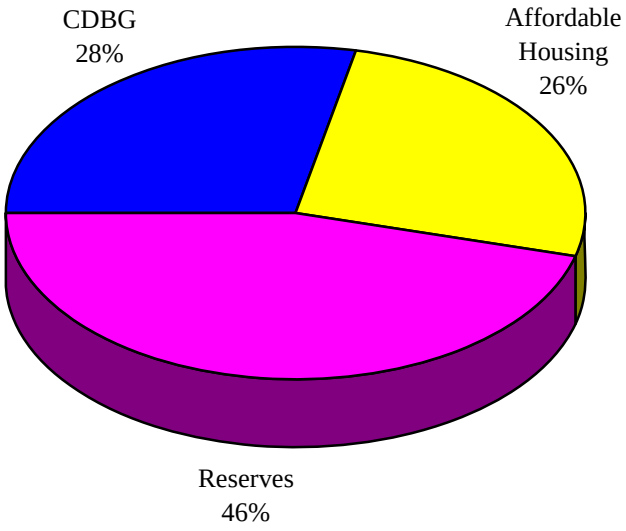
SPECIAL REVENUE FUNDS

OPERATED BY DEVELOPMENT SERVICES

Jorge A. Camejo, Director

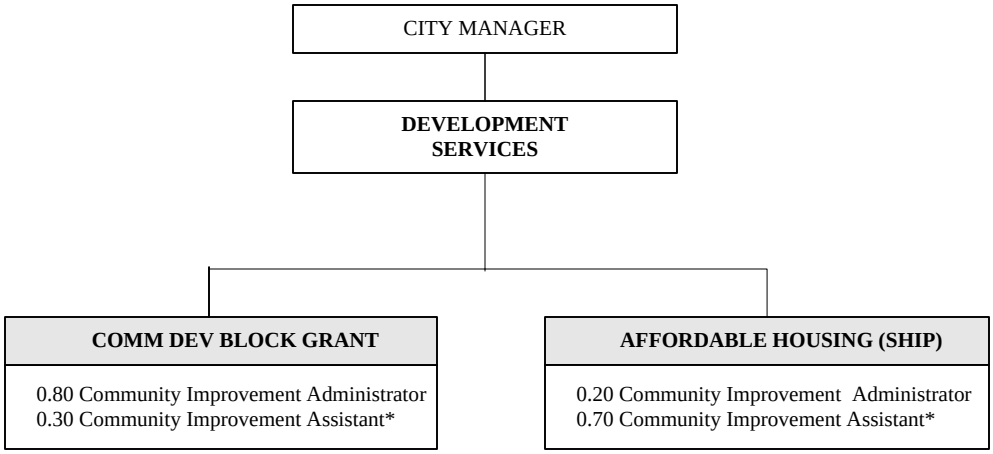
The mission of the Development Services Department, operating in the Special Revenue Funds, is to sustain and promote the City of Boca Raton as a nationally recognized and desirable place to live and work. To accomplish this goal, the Department will work to protect and preserve neighborhoods, assist in the creation of jobs and the protection of the tax base by promoting quality development and redevelopment, protect and preserve the City's natural environment, and support the provision of housing opportunities for all of Boca Raton's citizens.

The Development Services Department is responsible for the Community Improvement division, which administers the Community Development Block Grant (CDBG), the State Housing Initiatives Partnership (SHIP) and Economic Development Initiatives (EDI) for neighborhood improvement projects related to Pearl City Master Plan.



DIVISION	APPROVED 2007-08 BUDGET
CDBG	$ 1,743,500
Affordable Housing	1,590,300
Reserves	2,811,700
TOTAL	**$ 6,145,500**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	124,544	156,700	156,700	169,300
Other Operating	771,830	1,409,900	2,485,100	2,238,900
Supplies	3,896	3,300	3,100	3,300
Capital Outlay	639,771	699,900	750,600	922,300
Sub-Total	**1,540,041**	**2,269,800**	**3,395,500**	**3,333,800**
Reserves	2,706,682	2,496,700	1,721,700	2,811,700
TOTAL	**4,246,723**	**4,766,500**	**5,117,200**	**6,145,500**
Full-time Employees	2.00	2.00	2.00	2.00



1.00 Secretary converted to Community Improvement Assistant

Approved Positions FY 06/07	2.00
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-
Approved Positions FY 07/08	**2.00**

= BUDGET DIVISION

COMMUNITY DEVELOPMENT BLOCK GRANT

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	73,312	96,900	96,900	103,700
Other Operating	164,517	681,900	681,900	714,900
Supplies	3,596	2,600	2,600	2,600
Capital Outlay	639,771	699,900	750,600	922,300
TOTAL	**881,196**	**1,481,300**	**1,532,000**	**1,743,500**

Description of Division and Activity

Administer the City's Federal Community Development Block Grant (CDBG) Program and Economic Development Incentive (EDI) Special Project Grants.

Goal

Benefit low and moderate income persons and aid the effort to improve and maintain neighborhoods.

Objectives 2007-08

- Ensure that grant is expended in compliance with HUD regulations and program requirements.
- Further neighborhood and housing stock preservation by overseeing and funding the rehabilitation of five single-family homes.
- Assist with the ongoing implementation of the Pearl City Master Plan, including the administration of CDBG and EDI special project funds to be used in the project for infrastructure and neighborhood improvements and ensuring project compliance with Department of Labor and HUD regulations.
- Assist in establishing project priorities and an implementation schedule for a New Pines Neighborhood Improvement Project.

Achievements 2006-07

- Ensure that grant is expended in compliance with HUD regulations and program requirements.
  It is anticipated that CDBG and EDI grants funds will be spent in compliance with HUD regulations and program requirements, CDBG timeliness requirements may be adversely impacted by post-hurricane demand for housing rehabilitation being lower than projected; by delays in the implementation of the Pearl City Master plan due to Phase II contractor performance issues; and the required redesign of Phases III and IV related to State Department of Transportation review of the project.
- Further neighborhood and housing stock preservation by overseeing and funding the rehabilitation of five single-family homes.
  It is anticipated that the rehabilitation of 4 single-family homes will be completed. Actual units assisted with federal funds were lower than goal, however 12 units were assisted through a state-funded program.
- Assist with the ongoing implementation of the Pearl City Master Plan, including the administration of CDBG and EDI special project funds to be used for in the project for infrastructure and neighborhood improvements and ensuring project compliance with Department of Labor and HUD regulations.
  The Community Improvement Administrator serves as Liaison and provides staff support to the Pearl City Blue Ribbon Committee, which was appointed by Council to provide advice and guidance on the implementation of the Pearl City Master Plan. It is anticipated that Phase II, improvements to the Lincoln Court neighborhood and commemorative neighborhood entry signs, will be completed by the end of the fiscal year. Improvements to Hughes Park were completed. Conceptual redesign of Phases III and IV completed.

Other Achievements:

- Oversaw sub-recipient public service contracts that provided fair housing and at risk youth services to residents.

PERFORMANCE MEASURES Strategic Priority: Core Business	FY 2005-06 Goal	 Actual	FY 2006-07 Goal	 Estimated	FY 2007-08 Target
Strong Partnership with Our Stakeholders Ensure a minimum of low-income families are served by annually evaluating the effectiveness of policy caps within the Housing Rehab Program	7	4	5	4	4

STATE HOUSING INITIATIVES PARTNERSHIP

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	51,232	59,800	59,800	65,600
Other Operating	607,313	728,000	1,803,200	1,524,000
Supplies	300	700	500	700
Sub-Total	**658,845**	**788,500**	**1,863,500**	**1,590,300**
Reserves	2,706,682	2,496,700	1,721,700	2,811,700
TOTAL	**3,365,527**	**3,285,200**	**3,585,200**	**4,402,000**

Description of Division and Activity

Administer the State Housing Initiatives Partnership (SHIP) Program, which provides affordable housing opportunities through the purchase assistance, disaster assistance and sewer connection assistance programs.

Goal

Provide increased affordable housing opportunities for low and moderate-income households.

Objectives 2007-08

- Ensure that SHIP funds are expended or obligated in accordance with State guidelines.
- Evaluate program policies and subsidy amounts to keep pace with changes in real estate market and client needs.
- Continue to assist in the development of new workforce housing programs for implementation in Boca Raton.

Achievements 2006-07

- Ensure that SHIP funds are expended or obligated in accordance with State guidelines.

  It is anticipate that SHIP funds will be expended and obligated in accordance with State guidelines. Approximately 100 applications for SHIP program assistance are projected by year end and it is estimated that 14 homes will be purchased and 12 homes will receive post-hurricane housing repairs and homeowner special assessment assistance.

  Prepared the Three Year Local Housing Assistance Plan (LHAP) for 2007-2010 that was approved by Council and the State.
- Evaluate program policies and subsidy amounts to keep pace with changes in real estate market and client needs.

  Prepared and obtained approval for amendments and technical revisions to the 2004-2007 LHAP to allow implementation of significant policy changes to the purchase assistance and disaster assistance programs.

Other Accomplishments:

- Assisted in identifying workforce housing policy and program options for implementation in Boca Raton.
- Prepared and obtained approval from Council and the State for a new program for sewer connection assistance to be implemented in conjunction of the City's septic to sewer improvement program.

PERFORMANCE MEASURES Strategic Priority: Core Business	FY 2005-06 Goal	 Actual	FY 2006-07 Goal	 Estimated	FY 2007-08 Target
Strong Partnership with Our Stakeholders Ensure a minimum of low-and moderate-income families are served by annually by evaluating the effectiveness of policy caps and assistance terms within the Purchase Assistance Program.	10	10	12	14	10

LAW ENFORCEMENT TRUST FUND

OPERATED BY POLICE SERVICES

Dan Alexander, Chief of Police

The Law Enforcement Trust Fund (LETF), operated by Police Services, accounts for State and Federal confiscated merchandise and forfeiture funds received by the City and expended for Law Enforcement purposes.

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	319,509	311,000	176,000	-
Other Operating	358,450	311,300	458,800	382,200
Supplies	1,296	6,000	12,000	27,000
Capital Outlay	3,723,861	-	-	27,000
Sub-Total	**4,403,116**	**628,300**	**646,800**	**436,200**
Reserves	1,604,213	662,900	662,900	1,012,300
TOTAL	**6,007,329**	**1,291,200**	**1,309,700**	**1,448,500**
Full-time Employees	10.00	5.00	5.00	-

BOCA RATON
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Boca de Ratones
FLORIDA

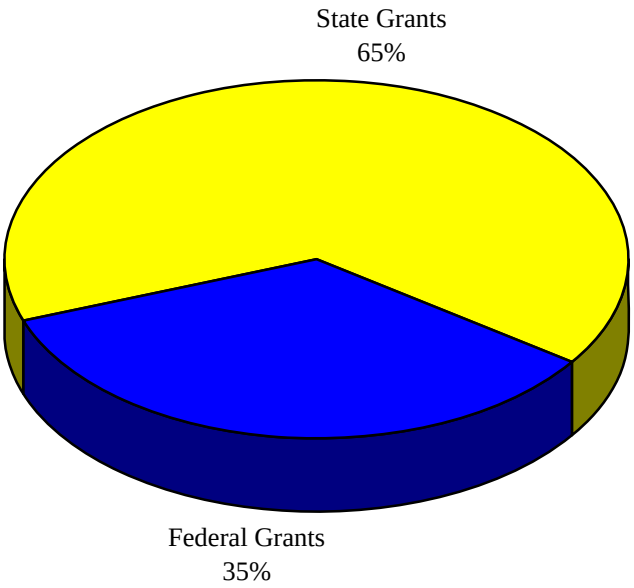
STATE & FEDERAL GRANT FUNDS

OPERATED BY CITY MANAGER'S OFFICE

Leif J. Ahnell, City Manager

The State Grant Fund, operated by the City Manager's Office, accounts for revenue and expenditures received from state sources that is restricted by the terms of an agreement.

The Federal Grant Fund, operated by the City Manager's Office, accounts for revenue and expenditures received from federal sources that is restricted by the terms of an agreement.



DIVISION		APPROVED 2007-08 BUDGET
State Grants	$	5,943,700
Federal Grants		3,168,000
TOTAL	**$**	**9,111,700**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Other Operating	-	32,900	35,400	8,900
Supplies	18,090	13,600	15,800	13,600
Capital Outlay	39,840	159,600	212,400	9,089,200
TOTAL	**57,930**	**206,100**	**263,600**	**9,111,700**

BOCA RATON
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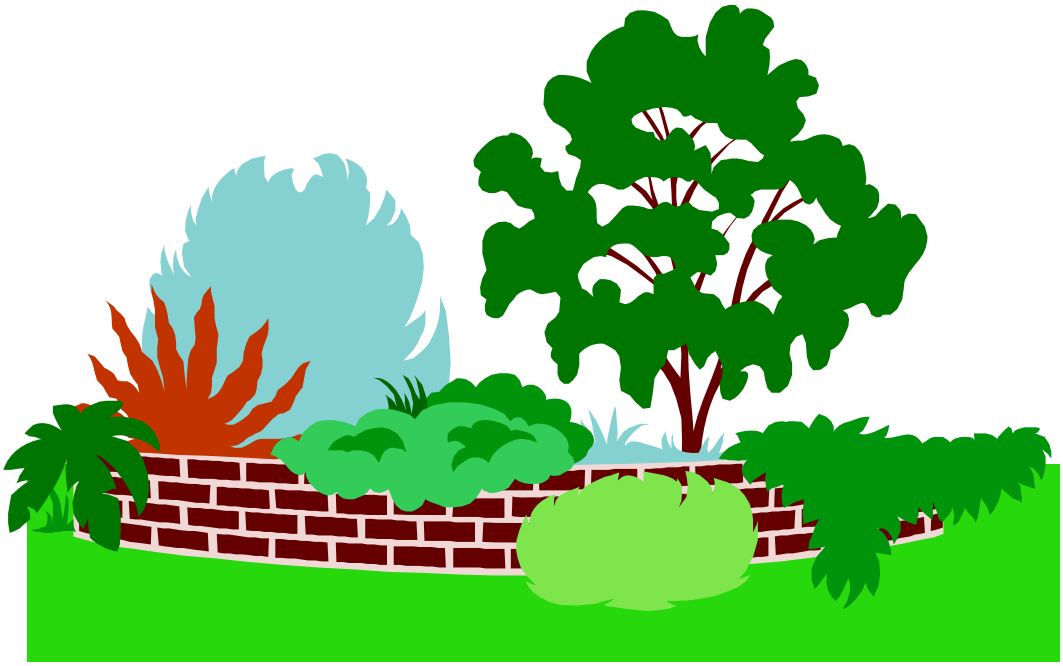
FLORIDA

BEAUTIFICATION FUND

OPERATED BY RECREATION SERVICES

Mickey A. Gomez, Recreation Services Director
John A. Parks, Deputy Recreation Services Director
Joseph N. Cogley, Deputy Recreation Services Director

The mission of the Recreation Services Department, operating in the Beautification Fund, is to provide a highly aesthetic and healthy network of City right-of-way medians for the benefit of the traveling citizenry of Boca Raton and those who are visiting as well. Staff is dedicated to managing these resources efficiently and safely using appropriately trained staff to achieve an enhanced biological and environmental state of the urban roadway landscape. Staff continually searches for and adapts to situations where the program can result in labor cost reductions and water conservation.



EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	940,413	1,085,000	1,085,000	1,161,200
Other Operating	1,954,318	1,906,500	1,923,600	1,930,000
Supplies	300,076	339,800	337,200	310,200
Capital Outlay	42,234	5,000	9,100	16,700
Transfers	6,900	152,400	152,400	86,000
Sub-Total	**3,243,941**	**3,488,700**	**3,507,300**	**3,504,100**
Reserves	3,794,947	2,808,800	2,808,800	2,437,000
TOTAL	**7,038,888**	**6,297,500**	**6,316,100**	**5,941,100**
Full-time Employees	18.50	18.50	18.50	18.00

CITY MANAGER

RECREATION SERVICES

BEAUTIFICATION

1.00 Beautification Operations Supervisor
2.00 Horticulturist / Arborist
2.00 Contract Maint Supervisor
2.00 Irrigation System Supervisor
8.00 Irrigation System Technician I
1.00 Groundskeeper
1.00 Irrigation Electrician
1.00 Office Assistant II

- .50 Secretary

= BUDGET DIVISION

Approved Positions FY 06/07	18.50
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-.50
Approved Positions FY 07/08	**18.00**

BEAUTIFICATION DIVISION

Description of Division and Activity

The Beautification Division of the Recreation Services Department is committed to providing a highly aesthetic and healthy network of City right-of-way medians for the benefit of the traveling citizenry of Boca Raton and those who are visiting as well. Staff is dedicated to managing these resources efficiently and safely using appropriately trained staff to achieve an enhanced biological and environmental state of the urban roadway landscape. Staff continually searches for and adapts to situations where the program can result in labor cost reductions and water conservation.

- Maintain 181.05 miles of irrigated roadway medians where botanicals such as trees, shrubs, and grass exist as beautification.
- Perform property damage recovery for Risk Management, administer contract maintenance supervision over private landscape maintenance firms, furnish rehabilitative landscape installations of damaged plants and sod, provide irrigation installation, repair and maintenance, and apply specialized environmental horticultural functions to approximately 203.35 acres of beautified City property.
- Respond to all horticultural and arboricultural inquiries, both governmental and public, within the City, answering questions and concerns requiring solutions to a myriad of circumstances.
- Coordinate with environmental planning, landscape architecture planning and utilities engineering as necessary while managing the Beautification Fund budget.

Goal

The Recreation Services Department, in the Beautification Fund, is committed to developing and maintaining the City's roadway medians in an attractive and beautifully landscaped manner for the enjoyment of the residents of the City of Boca Raton.

Objectives 2007-08

- Continue hurricane replacement projects throughout the City.
- Continue roadway renovation projects throughout the City.
- Continue backflow training for staff through attending a forty-hour state certification session.
- Upgrade Scorpio Controllers to Irrinet Controllers.
- Cross train new Irrigation System Technicians I in locating meters, controllers and valves.
- Continue roadway-mapping project on Palmetto Park Road, Glades Road and Yamato Road.
- Develop irrigation strategies to promote a weed free environment.

Achievements 2006-07

- Continue backflow training for two Irrigation System Technicians I through attending a forty-hour state certification session.

  Two Irrigation System Technicians I were certified.
- Cross training for new Irrigation personnel to become first responders assigned to callback duty.

  Two part-time and one full-time Irrigation System Technicians I have been trained.
- Continue hurricane replacement projects throughout the City.

  City roadway hurricane replacement projects have been completed on Federal Highway, Police Station, Royal Oak Hills, Dixie Highway, Jeffery Street, Library, SW 3 Avenue, Powerline Road, 18th Street Round-about, Glouchester, El Rio Trail, South Beach Park, Red Reef Golf Course and Camino Real.
- Continue roadway renovation projects throughout the City.

  City-wide roadway projects continued at Yamato Road, Military Trail, N.W. 2nd Avenue, Polo Circle and Enfield St.

Achievements 2006-07

- Continue to work with Environmental Officers to provide possible locations for mitigated trees.

  Beautification Staff and Community Development Staff mitigated 48 trees that were installed on Palmetto Park Road and N.W. 2nd Avenue.
- Begin roadway-mapping project with GIS.

  Beautification Horticulturist/Arborist has 100% of Palmetto Park Road, Military Trail and Federal Highway landscape mapped out.

Other Achievements:

- Installed bubblers on all newly planted trees in the roadway medians.
- Two Irrigation Supervisors attended NIMS Training and received certificates of achievement from FEMA.
- Installed electrical service for a new controller on Yamato and I-95. D.C. controller was not communicating due to signal obstruction by trees.
- Installed new irrigation system at Royal Oak Hills entryway.
- Installed meter and AC controller at recently annexed community of Boca South.
- Installed bubblers and repaired irrigation during installation of 25 palms.
- One Irrigation Supervisor attended a Florida Turf Grass Association Conference.
- Installed bubblers on Oak trees on Palmetto Park Rd. and N.W. 2nd Ave.
- Assumed maintenance of Traffic Calming Program traffic circle at Hidden Valley and N.W. 2nd Ave.
- Assumed maintenance of Traffic Calming Program traffic circle at Via Cabana and Spanish River Rd.
- Coordinated Cemetery CIP landscape renovation project.
- Re-landscaped temporary Fire Station #3 at South Beach Park.
- Planted screening material at Red Reef Golf Course.
- Assumed landscape & irrigation maintenance at recently annexed community of Boca South.

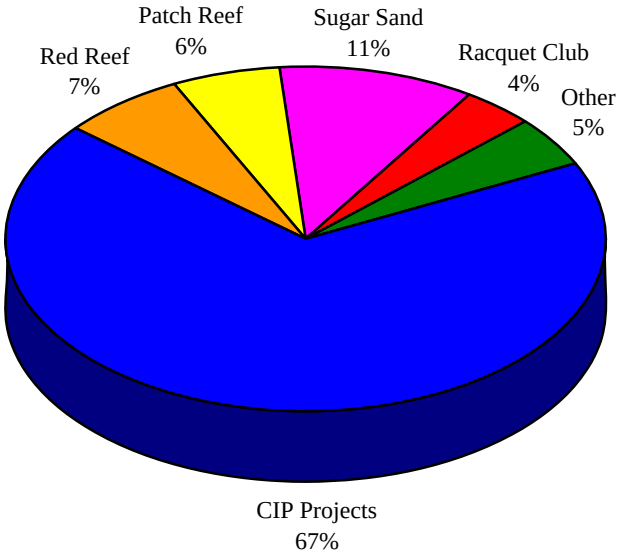
PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders					
On a daily basis, monitor contract landscape maintenance services for compliance with contract schedules of value.	N/A	N/A	N/A	95%	95%
Prune trees and palms throughout the City's roadways and parks, as deemed necessary by the City's Horticulturist/Arborists.	N/A	N/A	N/A	90%	90%
Apply fertilizers to landscape materials four times per year, to maintain a lush and healthy condition for roadways and rights of way.	N/A	N/A	N/A	95%	95%
Maintain *Tree City USA* status by planting new trees throughout the city, in the appropriate landscape settings.	N/A	N/A	N/A	95%	95%
Ensure proper irrigation practices by checking irrigation systems weekly, for proper flow and positioning of irrigation sprinklers.	N/A	N/A	N/A	95%	95%
Remove and replace dead or accident-damaged trees, palms, shrubs, ground cover and turf within two weeks of discovery, to maintain a "City Within A Park" theme.	N/A	N/A	N/A	75%	75%

BEACH & PARK DISTRICT FUND

OPERATED BY RECREATION SERVICES

Mickey A. Gomez, Recreation Services Director
John A. Parks, Deputy Recreation Services Director
Joseph N. Cogley, Deputy Recreation Services Director

The mission of the Recreation Services Department, operating in the Beach & Park District Fund, is to provide and preserve quality parks, recreation, leisure and resource management through facilities, programs and resources which are relevant, educational, attractive and affordably accessible to the Boca Raton area. Costs are reimbursed through an interlocal agreement with the Greater Boca Raton Beach and Park District.



DIVISION	APPROVED 2007-08 BUDGET
Red Reef	$ 2,574,500
Patch Reef	2,324,300
Sugar Sand	4,209,600
Racquet Club	1,549,300
Other	1,835,600
CIP Projects	26,945,000
TOTAL	**$ 39,438,300**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	7,521,180	8,241,500	8,117,800	7,944,300
Other Operating	4,081,929	4,005,500	4,516,000	3,869,100
Supplies	489,979	548,500	569,000	471,300
Capital Outlay	1,862,588	27,554,000	28,436,700	27,153,600
Transfers	895,050	-	-	-
Sub-Total	**14,850,726**	**40,349,500**	**41,639,500**	**39,438,300**
Reserve	501,227	-	-	-
TOTAL	**15,351,953**	**40,349,500**	**41,639,500**	**39,438,300**
Full-time Employees	134.30	134.30	134.30	123.50

CITY MANAGER

RECREATION SERVICES

BPD / RED REEF PARK

0.35 Ocean Rescue Chief
2.00 Ocean Rescue Lieutenant
6.00 Ocean Lifeguard*
9.00 Groundskeeper
1.00 Secretary*
0.65 Park Maintenance Supv III
0.50 Equipment Operator II
1.00 Program Interpreter
0.65 Environmental Ed/Consrvtion Mgr
2.00 Environmental Program Coord.
1.00 Exhibits Coordinator
1.00 Marine Conservationist
0.20 Chief Park Ranger
1.00 Park Ranger Supervisor
0.65 Ocean Rescue Captain

BPD / PATCH REEF PARK

1.00 Recreation Center Supervisor II
1.00 Athletic Supervisor I
0.45 Tennis Centers Administrator
1.00 Tennis Administrative Specialist
1.00 Tennis Center Supervisor
2.00 Custodial Worker
0.20 Community Centers Administrator
0.65 Athletic Program Coordinator
1.00 Recreation Center Supervisor I
0.30 Athletic Programs Administrator
1.00 District Supervisor
1.00 Park Maintenance Supv III
1.00 Irrigation Systems Tech I
9.00 Groundskeeper
1.00 Athletic Assistant
0.10 Chief Park Ranger
2.00 Secretary*

BPD / SUGAR SAND PARK

1.00 Rec Center Supervisor III
1.00 Rec Center Supervisor I
1.00 Recreation Center Manager
1.00 Athletic Supervisor II
1.00 Athletic Supervisor I
2.00 Athletic Assistant
1.00 Office Assistant II
0.40 Community Centers Admininstrator
2.00 Irrigation Systems Technician I
5.00 Custodial Worker*
1.00 Theater Coordinator
2.00 Theater Activity Monitor
1.00 Exhibits Coordinator
1.00 Theater Technical Coordinator
0.30 Athletic Programs Administrator
1.00 Science Center Coordinator
1.00 Equipment Mechanic
1.00 Park Maintenance Supv III
17.00 Groundskeeper
1.00 Carpenter
0.35 Chief Park Ranger
1.00 Park Ranger Supervisor
1.00 Science Program Presenter
1.00 Science Center Educator
1.00 Special Events Coordinator
1.00 Maintenance Supervisor III
3.00 Secretary*

BPD / VERDE/ESTRIDGE

1.00 Park Maintenance Supervisor III
1.00 Irrigation System Technician I
3.00 Groundskeeper*

BPD / SWIM AND RACQUET CLUB

1.00 Tennis Center Supervisor II
1.00 Park Maintenance Supv III
1.00 Recreation Center Supv I
2.00 Tennis Aide II
0.35 Aquatics Administrator
0.40 Tennis Centers Administrator
1.00 Aquatics Lieutenant*
1.00 Custodial Worker
7.00 Groundskeeper
2.00 Pool Lifeguard
1.00 Aquatics Captain

-1.00 Ocean Lifeguard (Red Reef Park)
- .20 Secretary (Red Reef Park)
-3.00 Park Ranger (Red Reef Park)
- .10 Secretary (Patch Reef Park)
-1.00 Park Ranger (Patch Reef Park
- .50 Secretary (Sugar Sand Park)
- 1.00 Custodial Worker (Sugar Sand Park)
- 2.00 Park Ranger (Sugar Sand Park)
- 1.00 Groundskeeper (Verde/Estridge)
- 1.00 Aquatics Lieutenant (Swim & Racquet Center)
-10.80

Approved Positions FY 06/07	134.30
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-10.80
Approved Positions FY 07/08	**123.50**

= BUDGET DIVISION

RECREATION DIVISION

Description of Division and Activity

Athletics

Conduct youth and adult sports leagues, which promote sportsmanship, fair play and healthy competition. Assist area schools and independent youth sports associations by providing facilities. Operate the Sugar Sand Field House in a fashion that provides quality programming and open play opportunities.

Aquatics

Operate a public pool that features extensive programs for a variety of interests.

Ocean Rescue

Provide Ocean Lifeguards to serve and protect public beachfront visitors.

Community Centers

Offer a variety of leisure-oriented youth and adult classes in addition to hosting area meetings, special interest clubs and theatrical events. Provide youth with a unique educational experience at the Children's Science Explorium. Operate a carousel for community recreation.

Tennis

Operate facilities that provide open play and programs for all ages and skill levels.

Goal

Encourage recreational activity that provides each individual the opportunity to enjoy physical exercise, socialization, competition, teamwork, learning, intellectual stimulation and family togetherness. These activities shall also provide the settings that bring together residents of different backgrounds, enhancing the Greater Boca Raton Beach & Park District as a community.

Objectives 2007-08

- Offer a "Silver Sneakers" senior exercise program at the Sugar Sand Park Field House.
- Maintain an exemplary safety record at Red Reef Park's beaches.
- Organize a Ladies Evening Round Robin program at the Patch Reef Park Tennis Center.
- Complete the design work for eight new athletic fields at Countess de Hoernle Park.
- Add a "Ride & Glide" ice skating element to the Winter Children's Fair.

Achievements 2006-07

- Maintain an exemplary safety record on the beaches of Red Reef Park.

  An exemplary record of no drownings was maintained.
- The Sugar Sand Community Center will host a First Annual, Park Open House Day.

  9,000 visitors attended a very successful event.
- Maintain an exemplary safety record at the Swim Center.

  The Swim Center maintained a safety record of no drownings.
- Establish a Corporate League at the Patch Reef Park Tennis Center and the Early Morning Round Robin program at the Racquet Center.

  The leagues did not form due to insufficient registration.
- Initiate background checks for volunteer youth sports coaches who work with City run leagues.

  The program has been initiated.

Achievements 2006-07

Other Achievements:

- Ocean Rescue placed 2nd in the U.S.L.A. National Championships.
- The Patch Reef Park Tennis Center hosted a $10,000 U.S.T.A. professional tournament.
- Swim Center Staff placed 2nd in the American Red Cross Lifesaving Skills Competition.
- The Racquet Center was enhanced by new lush landscaping.
- Additional security and landscape lighting was added at the Swim Center.
- Installed lightning prediction devices at Patch Reef Park, Sugar Sand Park, and the Swim and Racquet Center.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnership with Our Stakeholders					
Aquatics:					
Learn-to-Swim class participants will demonstrate the ability to advance to the next level.	N/A	N/A	N/A	80%	80%
Athletics					
Participation in City-operated youth sports programs will indicate a desire to participate, if eligible, next season.	N/A	N/A	N/A	88%	90%
Ocean Rescue					
Assure beachfront park patrons return safely to shore.	N/A	N/A	N/A	100%	100%
Tennis Centers					
Children participating in the winter, summer and fall camps will express, in their post-camp evaluation, an interest in attending camps, if eligible, in the future.	N/A	N/A	N/A	75%	75%
Community Centers					
Class patrons will rate their experiences as “outstanding” on the post-class survey.	N/A	N/A	N/A	90%	90%

PARKS DIVISION

Description of Division and Activity
Major Parks & Recreation Areas
To suitably care for a large area offering a variety of usually intensively used park areas and facilities accessible to residents of the entire Beach and Park District.
Neighborhood Parks and Recreation Areas
To provide in a safe, usable and attractive condition, passive and active recreation areas for all age groups within walking distance of neighborhoods.
Playgrounds
To adequately maintain areas for intensive recreation use, primarily for school age and pre-school children.
Park Ranger Operations
To provide a public relations service to all citizens and visitors by helping create a safe and secure environment in the park system. To act as a conduit between park patrons and other City agencies, such as Emergency Medical Teams and the Police Department. To provide helpful information on all services offered by the Recreation Services Department.
Conservation Division
To partner with FAU, Palm Beach County Schools and Gumbo Limbo, to provide a coastal/marine center presenting recreational, research and educational opportunities. To partner with Development Services and the Environmental Advisory Board to insure that Boca Raton's beaches are safe and attractive for sea turtle nesting. To monitor and collect data on sea turtle nestings and strandings, renourishment projects and other beachfront construction and report information to the appropriate State/County/Municipal agency. To provide preservation, management and appropriate development for environmental programming for public access to 47.5 acres of pristine Florida scrub.
Landscape and Passive Areas
To offer safe, clean and attractive parkways, circles, medians, courtyards and other landscaped public areas to enhance the aesthetic value of the residential and business community.
Undeveloped, Unclassified and/or under Construction
To maintain undeveloped park property in a safe, clean and orderly appearance for future public use.

Goal
To provide clean, orderly and attractive appearance of grounds, structures and facilities for safe, educational, convenient and enjoyable recreational use by the citizens of the Greater Boca Raton Beach & Park District through an efficient maintenance program commensurate with the intensity of public use and the intent of park design.

Objectives 2007-08

- Continue to update and modify the Park Ranger Standard Operating Procedures Manual, and overall training procedures.
- Renovate restrooms at the soccer fields and baseball/softball press boxes at Patch Reef Park.
- Continue exotic invasive pest plant removal and control at Patch Reef and Sugar Sand Parks.
- Repair and re-open beach access boardwalks closed due to damage by Hurricanes Frances & Wilma.
- Construct new saltwater viewing tanks at Gumbo Limbo Environmental Complex.
- Install a new well & pump station at Sugar Sand Park.
- Install a new irrigation system on the three soccer/football fields and three baseball/softball fields at Patch Reef Park.
- Upgrade the Sugar Sand Science Playground with new play equipment.

Achievements 2006-07

- Continue updating and modifying the Park Ranger Standard Operating Procedures Manual, and overall training procedures.

  The Park Ranger operating procedures manual has been updated to include restructured daily park patrols to assist maintenance in identifying maintenance issues for a faster response time. Additionally, created/implemented a three-week training program to provide field training for new hires.

- Provide more effective Park Ranger coverage throughout park sites and special events with better utilization of shift scheduling.

  Park patrols were restructured to provide a park ranger to spend one hour of time at each facility scheduled for that day. This also assisted park maintenance in identifying issues that needed attention.

- Repair and re-open beach access boardwalks closed due to damage by Hurricanes Frances and Wilma.

  Bid specifications were developed. Construction to commence November 1, 2007 after the Sea Turtle Nesting season.

- Re-vegetate areas of Red Reef Park damaged by Hurricane Wilma.

  Various areas of Red Reef Park have been re-vegetated. Staff is currently evaluating other areas for replacement.

- Utilizing allotted funding, replace trees and landscape material at Patch Reef Park that was damaged during Hurricane Wilma.

  Various areas have been replanted. Staff is currently evaluating other areas for replacement.

- Continue to replace wood signposts at Patch Reef Park with recycled plastic posts.

  Replaced 67 wood signposts with 4X4 recycled plastic posts.

- Continue exotic invasive pest plant removal and control at Patch Reef and Sugar Sand Parks.

  A vine control program was implemented and started at Sugar Sand and Patch Reef Parks. Fifty Australian pine trees were removed at Gumbo Limbo Environmental Complex.

- Install a new controller for the entrance to Patch Reef Park.

  A new Irrinet Motorola Controller was installed at the east entrance.

- Install a weather station at Patch Reef Park to assist in monitoring weather conditions to promote healthy turf and plants.

  A new weather station was installed on the outfield fence of baseball field #3, ten feet off the ground, in right field.

Other Achievements:

- Installed fiberglass doors on the south restroom at Red Reef Park.
- Repaired Red Reef Park's main boardwalk and wedding pavilion.
- Installed two underground trashcans on the beach at Red Reef Park.
- Replaced two drinking fountains located by ball fields at Patch Reef Park.
- Installed irrigation zones for clay area in the baseball fields at Patch Reef Park.
- Installed bubblers for new trees planted at Patch Reef Park.
- Installed new irrigation system in the parking lot of the Swim & Racquet Center.
- Installed 2" RPZ backflow device for the building in the Swim & Racquet Center/Tennis. Required by Utility Services.
- Completed installation of 10' well; installed 45 hp pump at Patch Reef Park.
- Installed sleeves for new irrigation system at James A. Rutherford Community Center building at Patch Reef Park.
- Replaced tiki hut roof in Sugar Sand Park Science Playground.
- Repaired concrete and asphalt damaged by hurricane Wilma at Sugar Sand and Patch Reef Parks.
- Installed track slide in the Sugar Sand Park Science Playground.
- Installed rack storage system in garage at Patch Reef Park to increase storage space.
- Built storage closet in Sugar Sand Park maintenance complex loft for storage of archive files and paperwork.

Achievements 2006-07
• Repaired damage to high-level areas of the Sugar Sand Park Science Playground structure caused by hurricane Wilma. • Added light to the front entrance flagpole at Sugar Sand Park. • Installed new waterproof plastic countertops in restrooms at the family pavilion in Sugar Sand Park. • Re-built interior of "head" in the Sugar Sand Park Science Playground, utilizing marine grade materials to reinforce the structure, improve aesthetics and reduce maintenance.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
Strong Partnerships with Our Stakeholders					
Maintain all park properties in accordance with the Recreation Services Department standards, by preventative, cyclic, routine, non-routine and special response measures.	N/A	N/A	N/A	95%	95%
Ensure safe and sanitary restrooms throughout the city's park system on a daily basis.	N/A	N/A	N/A	95%	95%
Maintain dune crossovers and recreational boardwalks in safe and usable conditions.	N/A	N/A	N/A	95%	95%
Consistently complete routine maintenance of environmentally sensitive lands as scheduled.	N/A	N/A	N/A	95%	95%
Ensure Park Rangers perform daily patrols at park sites to provide complete inspection reports for park maintenance personnel for corrective action.	N/A	N/A	N/A	95%	95%

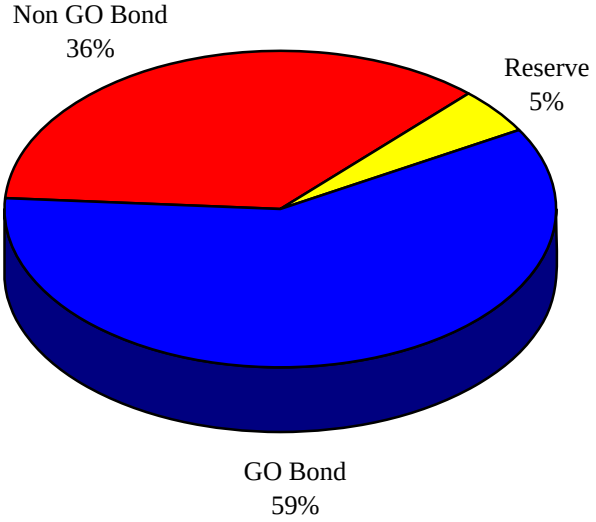
BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

DEBT SERVICE FUND

OPERATED BY FINANCIAL SERVICES

Mervyn C. Timberlake, Jr., C.P.A., Financial Services Director
Linda C. Davidson, C.P.A., Deputy Financial Services Director

The Debt Service Fund, operated by Financial Services, accounts for the payment of principal and interest, and fiscal charges on the City's general obligation bonds which are payable from ad valorem taxes; and the City's revenue bonds and notes payable which are payable from non ad valorem revenues.



DIVISION		APPROVED 2007-08 BUDGET
GO Bond	$	5,473,200
Non GO Bond		3,294,800
Reserve		424,700
TOTAL	**$**	**9,192,700**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Debt Service	10,844,692	11,575,300	11,575,300	8,768,000
Transfers	200,000	-	-	-
Sub-Total	**11,044,692**	**11,575,300**	**11,575,300**	**8,768,000**
Reserves	575,323	184,800	184,800	424,700
TOTAL	**11,620,015**	**11,760,100**	**11,760,100**	**9,192,700**

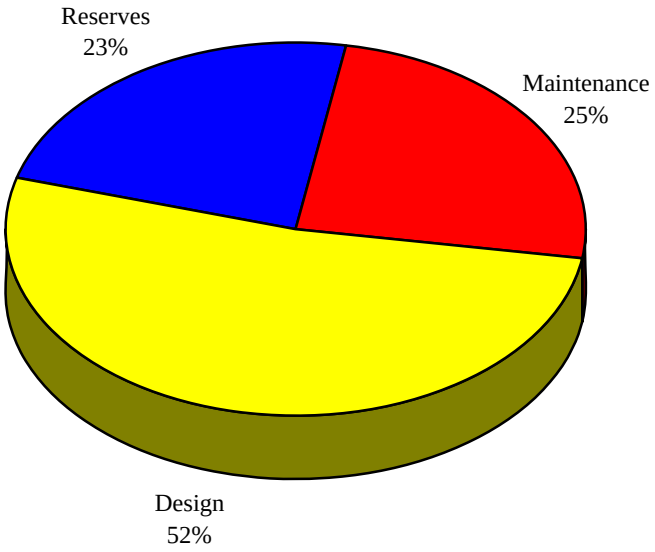
BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

STORMWATER UTILITY FUND

OPERATED BY MUNICIPAL SERVICES

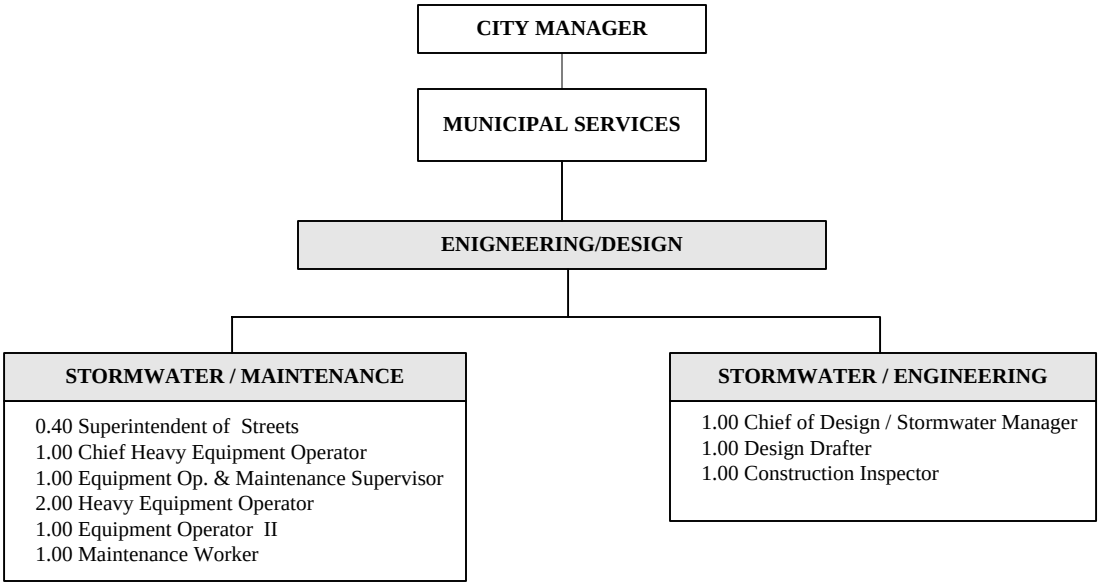
Robert J. DiChristopher, Director

The mission of the Municipal Services Department, operating in the Stormwater Utility Fund, is to cooperatively design, construct, inspect and maintain the City's separate Stormwater system in accordance with the Environmental Protection Agency National Pollutant Discharge Elimination System (NPDES) permit including, but not limited to, project management for capital improvements, construction inspections for drainage improvements, project planning/development and policy development/guidance, enforcement and implementation.



DIVISION	APPROVED 2007-08 BUDGET
Maintenance	$ 1,203,200
Design	2,530,000
Reserves	1,128,100
TOTAL	**$ 4,861,300**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	541,868	592,700	592,700	601,600
Other Operating	266,361	589,600	620,600	545,300
Supplies	2,290	7,800	7,800	7,300
Capital Outlay	-	3,422,900	5,258,100	2,579,000
Depreciation	303,129	-	-	-
Sub-Total	**1,113,648**	**4,613,000**	**6,479,200**	**3,733,200**
Reserves	4,454,722	1,716,900	1,716,900	1,128,100
TOTAL	**5,568,370**	**6,329,900**	**8,196,100**	**4,861,300**
Full-time Employees	9.40	9.40	9.40	9.40



= BUDGET DIVISION

Approved Positions FY 06/07	9.40
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	
Approved Positions FY 07/08	**9.40**

STORMWATER/MAINTENANCE

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	325,269	364,900	364,900	364,100
Other Operating	176,592	296,700	297,700	250,000
Supplies	2,290	6,600	6,600	6,100
Capital Outlay	-	100,000	100,000	583,000
Depreciation	71,474	-	-	-
TOTAL	**575,625**	**768,200**	**769,200**	**1,203,200**

Description of Division and Activity

The Stormwater Utility was initiated to address both water quality and water quantity improvements to the City's infrastructure system. The Stormwater Section of the Municipal Services Department works to maintain the federally mandated Stormwater System for the City of Boca Raton. Responsibilities include the sweeping of streets and right-of-ways, cleaning and repairing of storm drains, and controlling aquatic vegetation in canals and lakes.

Goal

The goal of this program is to provide an economically feasible stormwater management system that will minimize damage from severe storms by improving flood protection and to improve the quality of stormwater runoff to meet the requirements of the State Water Policy and the EPA's NPDES permit conditions.

Objectives 2007-08

- Increase efforts to install additional "No Dumping – Leads to Waterway" signs to promote public awareness of illegal dumping. This is a continuous objective.
- Clean and investigate drainage areas along Verde Trail.
- Restore swale areas along St. Andrews Boulevard.

Achievements 2006-07

- Improve access points at waterways to facilitate maintenance activities.

  Improved access points at waterways along Curley Waterway and University Park ramp.
- Establish methods and procedures for sweeping curb areas in the Downtown sections where cars are continuously parked 24 hours.

  Improved sweeping activities by altering shifts within Royal Yacht & Country Club.
- Continue to install "No Dumping – Leads to Waterway" markings at storm drain inlets to promote public awareness of illegal dumping.

  Installed 81 "No Dumping – Lead to Waterway" markings at storm drain inlets.

Other Achievements:

- Repaired and lined drainage pipes at Glouchester Street, NW 2nd Street, Coquina Way.

PERFORMANCE MEASURES Strategic Initiatives:	FY 2005-06 Goal	FY 2005-06 Actual	FY 2006-07 Goal	FY 2006-07 Estimated	FY 2007-08 Target
World Class Municipal Services Exceed level of maintenance required by NPDES for stormwater inspection, cleaning and repair.	100%	100%	100%	100%	100%

STORMWATER/ENGINEERING

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	216,599	227,800	227,800	237,500
Other Operating	89,769	292,900	322,900	295,300
Supplies	-	1,200	1,200	1,200
Capital Outlay	-	3,322,900	5,158,100	1,996,000
Deprecation	231,655	-	-	-
Sub-Total	**538,023**	**3,844,800**	**5,710,000**	**2,530,000**
Reserves	4,454,722	1,716,900	1,716,900	1,128,100
TOTAL	**4,992,745**	**5,561,700**	**7,426,900**	**3,658,100**

Description of Division and Activity

The Stormwater Utility was initiated to address both stormwater quality and quantity improvements and maintenance of the City's separate stormwater system in accordance with the City's Comprehensive Plan and the conditions of the Environmental Protection Agency (EPA) National Pollutant Discharge Elimination System (NPDES) permit. The Municipal Services/Engineering Services' section of the Stormwater Utility is responsible for program development and administration in cooperation with Municipal Services.

Goal

The goal of this program is to provide an economically feasible stormwater management system that will minimize damage from severe storms and to improve the quality of the stormwater runoff to the maximum extent practical in accordance with the City's Comprehensive Plan and the conditions of the NPDES (National Pollutant Discharge Elimination System) permit.

Objectives 2007-08

- Complete Stormwater Management Master Plan based on criteria of NPDES (National Pollutant Discharge Elimination System) & FDEP (Florida Department of Environmental Protection).
- Complete Stormwater Improvements for the Spanish Village Phase II project.
- Continue to address drainage complaints through improvements made under the CIP.

Achievements 2006-07

- Complete Stormwater Management Master Plan based on criteria of NPDES (National Pollutant Discharge Elimination System) & FDEP (Florida Department of Environmental Protection).

  This project was scheduled for completion in 2006/07. However, due to the fact that the City's Stormwater Consultant is no longer in business, the City is required to go out to bid for a new Consultant.
- Complete Stormwater Improvements for the Spanish Village Phase II Project.

  This project was delayed to allow the City to develop an alternate funding mechanism satisfactory to the residents that were subjected to the sanitary sewer assessment portion of the project.
- Continue to address drainage complaints through improvements made under the CIP.

  This project is ongoing. In FY 2006/07 Lincoln Court and Area II were completed and NE 7th Street drainage improvements were completed.

Achievements 2006-07
Other Achievements:
• Certified three additional staff members for NPDES Inspector Training.
• Resolved two private stormwater maintenance violations.
• Completed NPDES Annual Report and permit renewal application.
• Added annexed areas to Stormwater Inventory Map and billing system.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services Complete projects within 10% of original bid.	90%	85%	90%	90%	100%

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

WATER & SEWER ENTERPRISE FUNDS

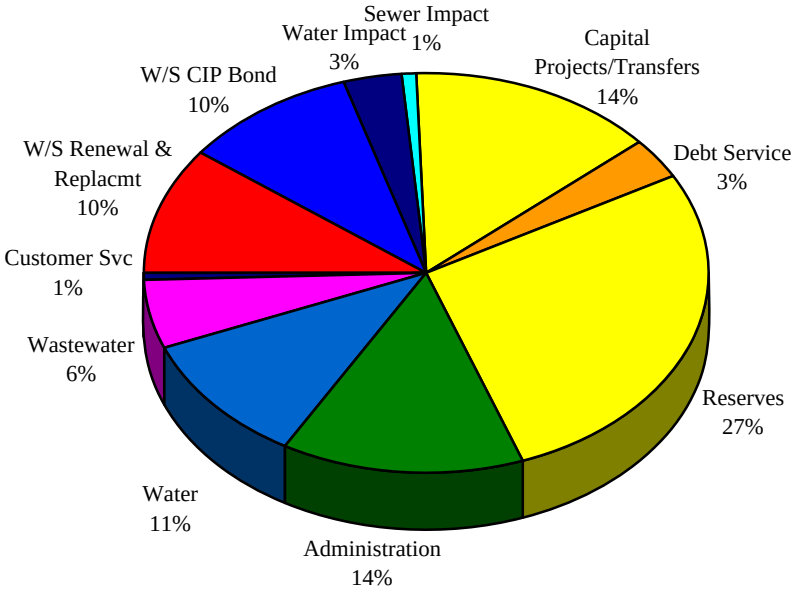
OPERATED BY UTILITY SERVICES

Chris Helfrich, P.E., Director
Vacant, Deputy Director

The mission of the Utility Services Department, operating in the Water & Sewer Enterprise Funds, is to provide water and sewer services to approximately 34,600 accounts, including residential, commercial, industrial and educational. The service area exte

Glades Road Water Treatment Plant (WTP) has a treatment capacity of 80 MGD with fully computerized control and monitoring of the supply, production and distribution facilities. This includes a 40 MGD membrane Softening Plant to replace a portion of the L

The Wastewater Treatment Plant has a treatment capacity of 17.5 million gallons per day (MGD). An integral part of the plant is a wastewater reuse system, which is capable of treating 9 MGD of effluent for irrigation purposes and in-plant use.



DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 14,985,500
Water	11,680,400
Wastewater	6,032,300
Customer Service	728,300
W/S Renewal & Replacmt	11,003,700
W/S CIP Bond	11,000,000
Water Impact	3,484,000
Sewer Impact	1,000,000
Capital Projects/Transfers	15,547,000
Debt Service	3,493,900
Reserves	30,029,300
TOTAL	**$ 108,984,400**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	10,231,950	11,174,000	11,195,000	11,379,600
Other Operating	17,073,041	18,553,400	23,841,000	19,904,200
Supplies	3,270,901	4,582,100	4,796,100	4,574,300
Capital Outlay	-	18,414,800	21,976,800	30,276,100
Transfers	4,043,384	6,087,600	6,087,600	9,327,000
Debt Service	1,689,143	3,498,800	3,498,800	3,493,900
Depreciation	8,927,025	-	-	-
Sub-Total	**45,235,444**	**62,310,700**	**71,395,300**	**78,955,100**
Reserves	57,920,869	17,151,900	16,851,900	30,029,300
TOTAL	**103,156,313**	**79,462,600**	**88,247,200**	**108,984,400**
Full-time Employees	169.50	169.50	170.50	165.50

CITY COUNCIL

UTILITY SERVICES

ADMINISTRATION

DIRECTOR
Chris Helfrich

DEPUTY DIRECTOR
(Vacant)

1.00 Field Operations Manager

WATER NETWORK

1.00 Water/Sewer Network Supvr.
9.00 Network Crew Chief
15.00 Util. Network Crewmember*
1.00 Equipment Operator II

LIFT STATION MAINTENANCE

1.00 Lift Station Maint. Supervisor
4.00 Lift Station Crew Chief
5.00 Lift Station Crewmember
1.00 Lift Station. Foreman

WASTEWATER NETWORK

1.00 W/S Network Spvsr
1.00 Jet Truck Operator
3.00 Network Crew Chief
4.00 Network Crewmember
2.00 TV Truck Operator
1.00 Equipment Operator II

ADMINISTRATION

1.00 Util Finance Manager
1.00 Office Supervisor I
1.00 Utilities Acct Coord
1.00 Sr. Secretary
1.00 Sr Stores Clerk
1.00 Accounting Spec
1.00 Support Services Asst
1.00 Sr. Computer Analyst
1.00 Computer Analyst/PC
1.00 Network Analyst

WATER / SEWER DESIGN

1.00 Chief of Design
1.00 Utilities Project Manager.
1.00 Design Drafter*
1.00 Utility Services Inspector
1.00 Support Services Assistant

QUALITY CONTROL

1.00 Quality Control Mgr
4.00 Lab Technician
2.00 Qual Control Analyst
1.00 Utility Program Coord
1.00 Utility Program Inspector
1.00 Chemist
1.00 Utility Program Policy Coordinator

TREATMENT OPERATIONS MANAGER
Norman Wellings

1.00 MICE Supervisor

INSTRUM / CONTROL

5.00 Instrument / Comp Tech.
2.00 Electric / Telemetry Tech.
6.00 Plant Electrician*
1.00 Electrician Supervisor*

PLANT MAINTENANCE

1.00 Plant/Equipment Mechanic
5.00 Sr. Plant Mechanic
5.00 Plant Mechanic
1.00 Heavy Equip Operator
1.00 Scheduler/Planner

GROUNDSKEEPING / BUILDING

1.00 Maintenance Supervisor I
1.00 Groundskeeper

WATER TREATMENT PLANT

1.00 Water Plant Supt.
1.00 Water Plant Supervisor
1.00 Sr. Vac Filter Operator
18.00 Water Plant Operator
1.00 Maintainer

WASTEWATER TREATMENT PLANT

1.00 WW Plant Supt.
1.00 WW Plant Supervisor
14.00 WW Plant Operator
1.00 Solids Process Tech.

**** CUSTOMER SERVICE**

.30 Treasurer
1.00 Senior Accountant
1.00 Accountant
0.50 Assistant Accountant
1.00 Customer Service Supervisor
1.00 Customer Service Representative II
6.00 Customer Service Representative I*
0.70 Safety Officer

METER READING

1.00 Meter Reader Supervisor
5.00 Meter Reader / Mechanic

-1.00 Deputy Director (Administration)
-1.00 Design Drafter ()Water/Sewer Design)
-1.00 Construction project Manager
-2.00 Plant Electrician (Instrum/Control)
-1.00 Utilities Network Crewmember (Water Network)
+1.00 Electrician Supervisor (Instrum/Control)
-5.00

= BUDGET DIVISION

** Supervised by the Financial Services Department

Approved Positions FY 06/07	169.50
Revised Positions FY 06/07	+ 1.00
Personnel Changes FY 07/08	-5.00
Approved Positions FY 07/08	**165.50**

ADMINISTRATION

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	4,628,030	4,982,400	5,003,400	5,016,400
Other Operating	8,019,442	8,847,500	8,886,800	9,223,100
Supplies	430,219	590,400	597,100	498,900
Capital Outlay	-	213,500	370,700	187,100
Transfers	477,300	475,000	475,000	60,000
Depreciation	3,672,881	-	-	-
TOTAL	**17,227,872**	**15,108,800**	**15,333,000**	**14,985,500**

Description of Division and Activity

Oversee and direct the operation, maintenance and construction activities within the Department.

Goal

Provide efficient customer service for the residents and businesses in the community. Ensure that all process control functions meet the highest quality control standards. Complete construction projects on schedule and within budget.

Objectives 2007-08

- Complete construction of Spanish Village Phase II Sewer and Water Improvements.
- Begin construction Hidden Valley, Sewer and Water Improvements.
- Complete design/construction of Boca Raton Heights Sewer, Water and Stormwater Improvements.
- Begin design of Boca Raton Hills, Sewer and Water Improvements.
- Develop plan for a Reliability Centered Maintenance Program.
- Evaluate and present Utility Rate Structure to City Council.
- Continue with Public outreach programs.

Achievements 2006-07

- Implement new backflow prevention ordinance.
  New backflow ordinance implemented and adopted.
- Implementation of historical system for water and wastewater facilities.
  Historical system successfully implemented.
- Construction of Spanish Village Phase II Sewer/Water Improvements.
  Spanish Village Phase II Sewer/Water Improvements project under construction.
- Design of parallel sanitary force main across the Intracoastal Waterway.
  Project pending funding from State.
- Begin design of Hidden Valley, Water and Sewer Improvements.
  Completed design of Hidden Valley, Water and Sewer Improvements project.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Percentage of Utility employees attending training courses 20 or more hours per year	65%	70%	70%	65%	70%
Financially Sound City Government		17,943		17,943	17,943
Meter reading accuracy rate		95%		95%	99%
Number of stopped registers in system		1%		1%	1%
Number of stopped meters in system		1.3%			
Number of work orders completed within 1 business day (including tests)		90%		90%	90%

WATER

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	2,652,007	2,960,300	2,960,300	2,968,600
Other Operating	4,796,595	5,057,400	5,093,900	5,765,700
Supplies	1,776,570	2,754,100	2,946,500	2,845,600
Capital Outlay	-	125,300	157,500	100,500
Depreciation	511,330	-	-	-
TOTAL	**9,736,502**	**10,897,100**	**11,158,200**	**11,680,400**

Description of Division and Activity

Operation and maintenance of a 70 MGD Water Treatment Plant. Maintain over 540 miles of water mains and 5,000 fire hydrants. Operation and maintenance of 56 raw water production wells. Provide laboratory testing.

Goal

To provide treatment, distribution, and storage of potable water for human consumption, irrigation and fire protection in conformance with local, state and federal standards.

Objectives 2007-08

Water Treatment Plant

- Begin rehabilitation of gravity filters.
- Complete painting of lime treatment unit #2 and ground storage tanks.
- Begin construction of three new production wells in Countess de Hoernele Park.
- Continue with security enhancement at water treatment and the water distribution system.
- Rehabilitation of Lime Softening Unit #2

Water Network

- Continue to locate main line valves for efficient operations and customer service.
- Evaluate water demands in North Federal and Downtown area.

Achievements 2006-07

Water Treatment Plant

- Rehabilitation of Lime Softening Treatment Unit #2.

  Project postponed until FY 07/08 due to funding not available.
- Continue optimizing the operation of membrane softening facility.

  Project ongoing
- Install three (3) new wells in Blue Lake area

  Project postponed until FY 07/08 - pending site plan approval of Countess de Hoernle Park.

Water Network

- Repair and replace water mains, service lines and meters as needed.

  Project ongoing
- Repair and replace fire hydrants as needed.

  Project ongoing

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Percentage of time drinking water surpasses state/federal standards	100%	100%	100%	100%	100%
Strong Partnership with Our Stakeholders					
Percentage of water service calls responded to within 2 hours.	100%	100%	100%	100%	100%

WASTEWATER

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	2,410,276	2,610,000	2,610,000	2,680,100
Other Operating	2,327,231	2,510,900	6,235,400	2,118,900
Supplies	1,063,545	1,236,600	1,251,500	1,228,800
Capital Outlay	-	56,000	127,900	4,500
Depreciation	791,546	-	-	-
TOTAL	**6,592,598**	**6,413,500**	**10,224,800**	**6,032,300**

Description of Division and Activity

Operation and maintenance of a 17.5 MGD Wastewater Treatment Plant and 233 lift stations. Maintain over 106 miles of force mains and over 340 miles of gravity sewers.

Goal

To provide treatment and disposal of wastewater in conformance with all local, state and federal standards. Monitor commercial, institutional and industrial firms for compliance with the wastewater pretreatment standards.

Objectives 2007-08

Wastewater Plant

- Complete rehabilitation of primary clarifier project.
- Bid and award reclaimed water production expansion project.

Lift Station Maintenance

- Continue rehabilitation of lift stations.

Waste Water Network

- Continue rehabbing manholes as needed.

Achievements 2006-07

Wastewater Plant

- Bid and award rehabilitation of primary clarifiers.

  Project Completed.
- Complete design; bid and award upgrade to aeration system

  Project delayed until FY 08/09 - pending regulatory changes.
- Complete design of reclaimed water production expansion.

  Design of reclaimed water production expansion project complete.

Lift Station Maintenance

- Continue rehabilitation of lift stations.

  Completed rehabilitation of 10 lift stations.

Achievements 2006-07
Waste Water Network • Continue rehabbing manholes as needed. Project ongoing. • Continue lining gravity mains as needed. Project ongoing.

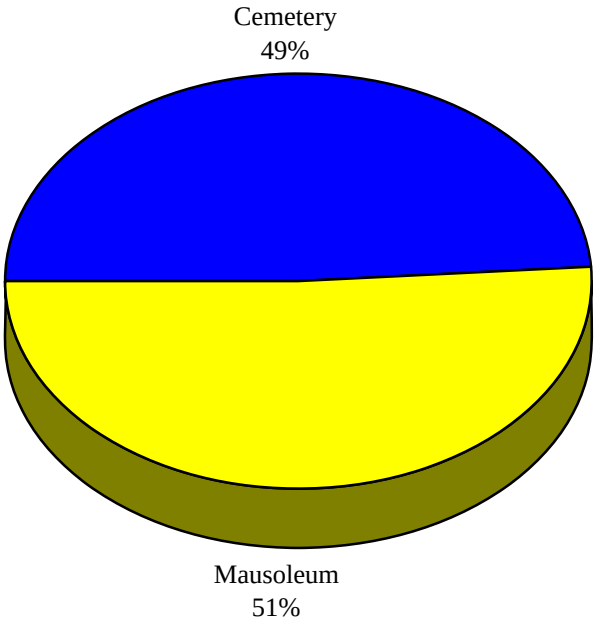
PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
World Class Municipal Services Percent of raw waste water flowing into treatment facility.	100%	100%	100%	100%	100%

CEMETERY / MAUSOLEUM FUND

OPERATED BY RECREATION SERVICES

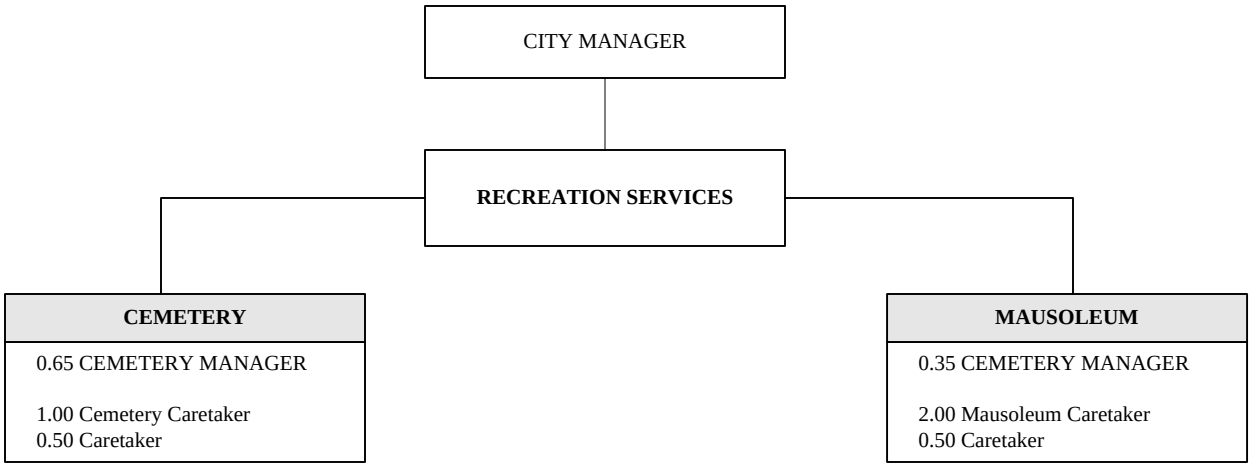
Mickey A. Gomez, Recreation Services Director
John A. Parks, Deputy Recreation Services Director
Joseph N. Cogley, Deputy Recreation Services Director

The mission of the Recreation Services Department, operating in the Cemetery/Mausoleum Fund, is to provide quality service to City residents, along with the highest standards of maintenance for existing and future Cemetery/Mausoleum facilities. The Recreation Services Department provides assistance to the public in making final resting place arrangements and maintains all Cemetery burial, Mausoleum entombment and historical records.



DIVISION	APPROVED 2007-08 BUDGET
Cemetery	$ 284,400
Mausoleum	297,900
TOTAL	**$ 582,300**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	308,404	294,300	294,300	312,200
Other Operating	331,280	227,700	227,700	226,500
Supplies	13,456	17,600	17,600	16,800
Capital Outlay	-	580,500	580,500	26,800
Depreciation	76,591	-	-	-
Sub-Total	**729,731**	**1,120,100**	**1,120,100**	**582,300**
Reserves	4,568	-	-	-
TOTAL	**734,299**	**1,120,100**	**1,120,100**	**582,300**
Full-time Employees	5.00	5.00	5.00	5.00



= BUDGET DIVISION

Approved Positions FY 06/07	5.00
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-
Approved Positions FY 07/08	**5.00**

CEMETERY/MAUSOLEUM

Description of Division and Activity

The Recreation Services Department in the Cemetery/Mausoleum Fund is committed to providing quality service to City residents and to providing the highest standards of maintenance for existing and future Cemetery/Mausoleum facilities. The Department provides assistance to the public in making final resting place arrangements; maintains all Cemetery burial, Mausoleum entombment and historical records; maintains 23.5 acres of Cemetery/Mausoleum property along with the administration building and twenty-four mausoleum buildings; funds and administers perpetual care programs for both the Cemetery/Mausoleum future maintenance and capital repair requirements.

Goal

The goal of the Cemetery/Mausoleum Fund in the Recreation Services Department is to provide quality service to grieving family members and maintain the quiet solitude and serenity of the Municipal Cemetery and Mausoleum facilities as a final resting place for family and loved ones.

Objectives 2007-08

- Closely monitor renovated gardens and landscaping and coordinate service needs through Beautification Section.
- Working with Financial Services, streamline and improve efficiency of the plot refund process.
- Cross-train Cemetery/Mausoleum staff on Cemetery and Mausoleum operating procedures.

Achievements 2006-07

- Complete process to notify plot owners of rules violations related to decorations and bring all plots into compliance.

  Completed process and brought all areas into compliance by December 14, 2006.
- Successfully complete mausoleum complex re-roofing described in CIP #480038.

  Due to vigilance in the inspection and repair program, the integrity of many roofs has been extended beyond the projected 10 years replacement cycle. A repair program was developed that will postpone the roofing system replacements scheduled for FY 06/07, until FY 08/09.
- Successfully complete mausoleum complex and cemetery landscaping renovations described in CIP #480026.

  Landscaping renovations described in CIP #480026 have been completed.

Other Achievements:

- Roof on Administration Building repaired.
- Switched Mausoleum lighting from incandescent bulbs to low heat, low energy bulbs.
- Surveyed Miami-Dade, Broward and Palm Beach Counties to provide a comparison of the City Cemetery Rules & Regulations.
- Re-nourished undeveloped section with topsoil and sod from other City-wide projects.
- Stored and catalogued unauthorized statues, vases, brick edging, etc.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
Strong Partnership with Our Stakeholders					
Ensure consistent compliance with rules and regulations as related to decorations, by removing violations within one workday.	N/A	N/A	N/A	95%	95%
Provide timely, professional quality entombment and ennichment services to the Boca Raton Mausoleum Company at no additional charge.	N/A	N/A	N/A	277	280

BOCA RATON
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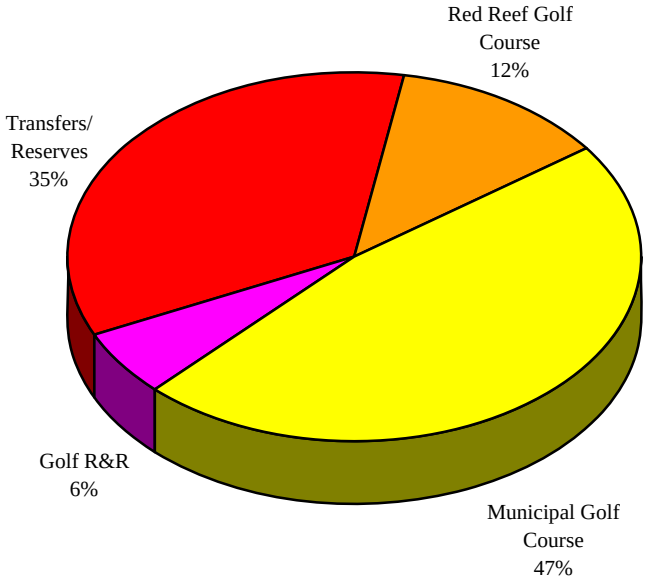
GOLF COURSE FUNDS

OPERATED BY RECREATION SERVICES

Mickey A. Gomez, Recreation Services Director
John A. Parks, Deputy Recreation Services Director
Joseph N. Cogley, Deputy Recreation Services Director

The City of Boca Raton's Recreation Services Department, operating in the Golf Course Funds, has a mission to furnish quality facilities, programs, activities and services to residents and non-residents, under a sound management and financial plan, that is competitive and self supportive.



DIVISION	APPROVED 2007-08 BUDGET
Red Reef Golf Course	$ 576,800
Municipal Golf Course	2,229,100
Golf R&R	281,400
Reserves	1,633,000
TOTAL	**$ 4,720,300**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,490,269	1,538,200	1,538,200	1,627,200
Other Operating	708,593	730,200	734,100	768,200
Supplies	293,228	316,500	321,100	320,000
Capital Outlay	-	438,700	473,200	363,900
Transfers	-	19,000	19,000	8,000
Depreciation	208,613	-	-	-
Sub-Total	**2,700,703**	**3,042,600**	**3,085,600**	**3,087,300**
Reserves	1,127,044	794,400	794,700	1,633,000
TOTAL	**3,827,747**	**3,837,000**	**3,880,300**	**4,720,300**
Full-time Employees	24.00	24.00	24.00	24.00

CITY MANAGER

RECREATION SERVICES

RED REEF GOLF

0.15 GOLF COURSE MANAGER
Greg Jerolaman

1.00 Golf Operations Assistant
0.15 Assistant Golf Course Manager
0.15 Golf Administrative Specialist
1.00 Assistant Golf Course Superintendent
1.00 Greenskeeper/Operator
2.00 Greenskeeper
0.15 Golf Course Superintendent
0.15 Golf Course Mechanic
0.15 Mechanics Helper

BR MUNICIPAL GOLF

0.85 GOLF COURSE MANAGER
Greg Jerolaman

0.85 Assistant Golf Course Manager
1.00 Golf Operations Supervisor
1.00 Golf Operations Assistant
0.85 Golf Administrative Specialist
0.85 Golf Course Superintendent
1.00 Assistant Golf Course Superintendent
0.85 Golf Course Mechanic
0.85 Mechanics Helper
1.00 Spray Equipment Operator
1.00 Irrigation System Technician I
8.00 Greenskeeper

= BUDGET DIVISION

Approved Positions FY 06/07	24.00
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-
Approved Positions FY 07/08	**24.00**

GOLF COURSE

Description of Division and Activity

The Golf Division includes the 18 hole Championship Course and the 9 hole Executive Course (both located just off Glades Road) and the oceanfront 9 hole Red Reef Executive Course on Hwy. A1A. The courses offer affordable golf, practice facilities, pro shop, lessons, snack bar and junior programs.

Goal

The City of Boca Raton Golf Course mission is to furnish quality facilities, programs, activities and services to residents and non-residents of Boca Raton under a sound management and financial plan that is competitive and self-supporting.

Objectives 2007-08

Municipal Courses

- Continue tree replacement program in smaller areas voided by Hurricane Wilma throughout the course and to the right of hole #18.
- Continue aggressive tree trimming program throughout both courses.
- Remove remaining tree stumps resulting from Hurricane Wilma tree removal.
- Implement Championship course renovation project.
- Implement maintenance office renovation project.
- Implement maintenance yard expansion project.

Red Reef Course

- Continue aggressive chemical, salt-water treatment and manual weed eradication program.
- Continue re-sodding in areas where weed populations are too prevalent to control chemically.

Achievements 2006-07

Municipal Courses

- Replace trees in areas voided by Hurricane Wilma between holes #3, 5, 13 and 15 and right of hole #18, on the Championship course.

  Replaced trees between holes # 3, 5, 13 and 15.
- Procure and install a back-up generator for the irrigation pump system to protect greens in the event of a significant power outage.

  Installed a cam-locks apparatus on the irrigation pump station, enabling the golf course to utilize a portable generator to irrigate greens in the event of a long-term electrical outage.
- Implement a more aggressive tree-trimming program on a regular basis.

  Implemented a more aggressive tree-trimming program, primarily on the Championship course, which has resulted in healthier turfgrass and less propensity for fallen trees in the event of a major storm.
- Install additional drainage on holes #2, 6, 8, and 9 on the Championship course.

  Installed additional drainage on holes # 2, 6, 8, and 9 on the Championship course.

Red Reef Course

- Continue aggressive chemical, salt-water treatment and manual weed eradication program.

  Continued aggressive chemical, salt-water treatment and manual weed eradication program throughout the course.
- Continue re-sodding in areas where weed populations are too prevalent to control chemically.

  Continued re-sodding in areas on holes 2, 3, 5 and 8, where weed populations were too prevalent to control chemically.

Other Achievements

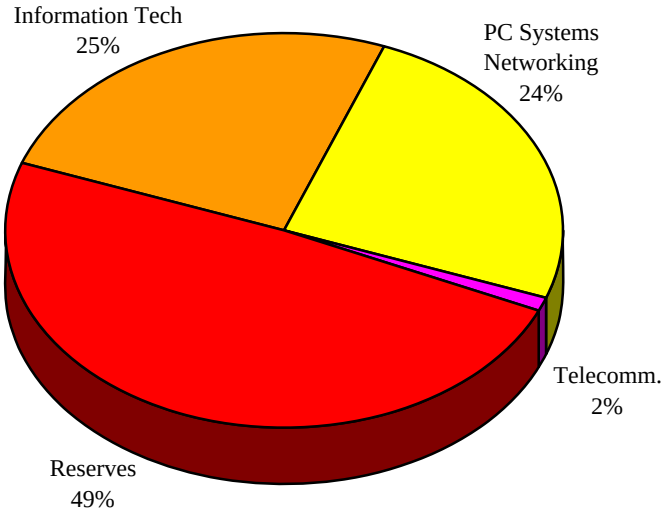
- Installed new sand in all greenside bunkers on Championship course (725 tons) and all bunkers at Red Reef golf course.
- Repaired and expanded cart paths on Municipal Championship course.
- Constructed new irrigation pump house protective shelter, which had been destroyed by Hurricane Wilma.
- Procured design and cost specifications for Championship course greens complex renovation project.
- Procured design and cost specifications for maintenance office renovations and maintenance yard expansion project.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
Financially Sound Government					
Increase total user revenue by stated amounts over previous year's approved budget.	$ 41,100	$263,000	$ 33,100	$ 238,000	$ 30,000
Increase total system rounds played by stated amounts over previous year.	1,000	4,462	1,000	13,687	1,000
Strong Partnerships with Our Stakeholders					
Properly reset pin placements on all greens on a daily basis	N/A	N/A	100%	100%	100%
Reset tee-off markers on all tee boxes five times per week	N/A	N/A	100%	100%	100%
Aerate all greens and tees three times per year	100%	100%	100%	100%	100%
Vertical cut and aerate all fairways once per year	100%	100%	100%	100%	100%
Check ball washers and towels weekly	100%	100%	100%	100%	100%

INFORMATION TECHNOLOGY FUND

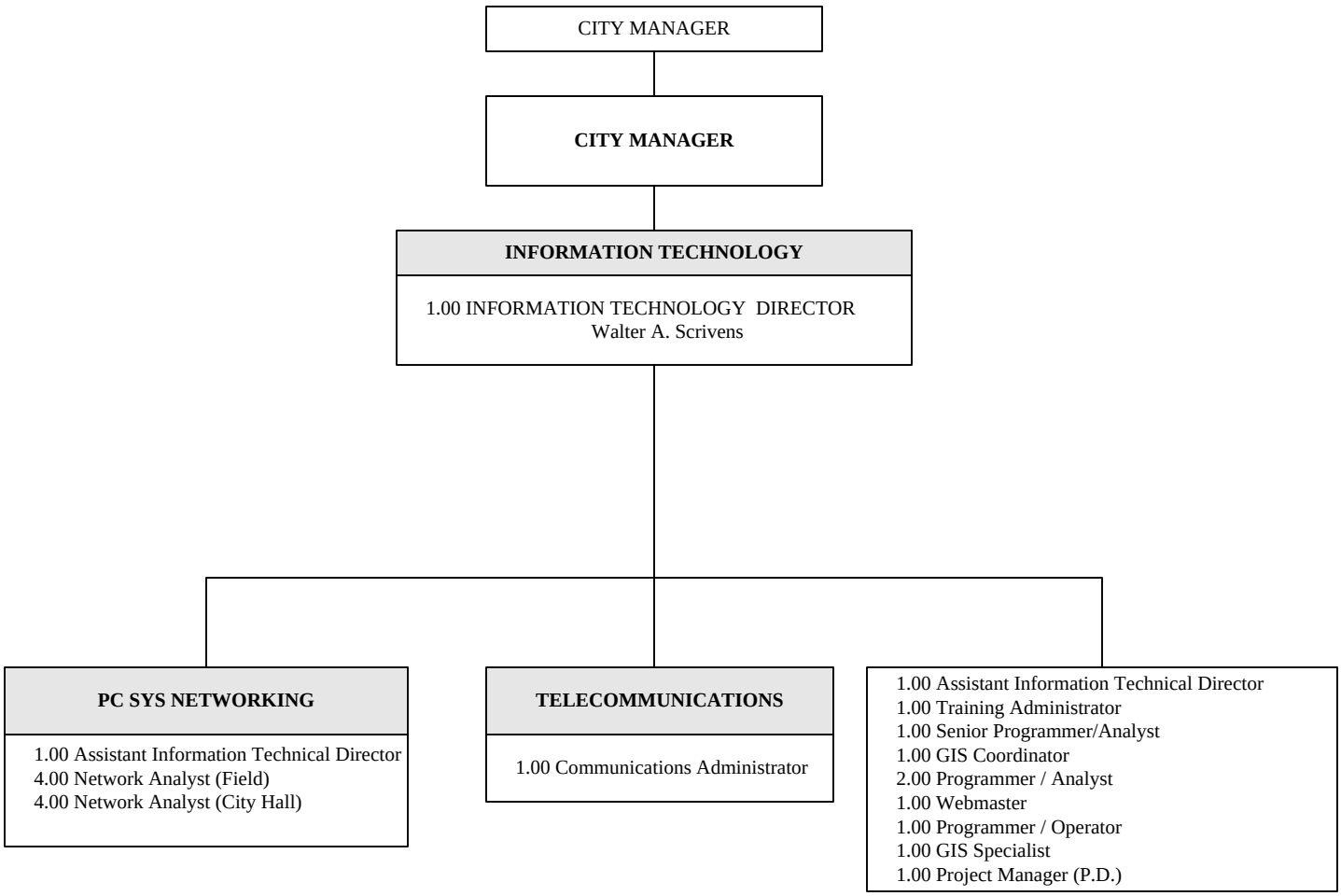
Walter A. Scrivens, Information Technology Director

The mission of the City Manager's Department, operating in the Information Technology (IT) Fund, is to maintain all hardware and software utilized for the City's computer and telecommunications systems. The Information Services Division is responsible for the city-wide computer network which consists of an IBM AS/400 midrange computer, connected by an electronic network to approximately 800 desktop and 400 laptop computers located throughout the City. The AS/400 houses financial and statistical data used by city staff and the general public.



DIVISION	APPROVED 2007-08 BUDGET
Information Tech	$ 2,828,400
PC Systems Networking	2,744,600
Telecommunications	119,800
Reserves	5,437,900
TOTAL	**$ 11,130,700**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	1,805,464	1,944,800	1,924,800	1,983,000
Other Operating	1,691,830	1,461,300	1,453,200	1,373,800
Supplies	81,621	101,500	101,500	94,500
Capital Outlay	-	3,157,000	3,280,300	2,241,500
Depreciation	1,082,533	-	-	-
Sub-Total	**4,661,448**	**6,664,600**	**6,759,800**	**5,692,800**
Reserves	5,759,158	749,500	749,500	5,437,900
TOTAL	**10,420,606**	**7,414,100**	**7,509,300**	**11,130,700**
Full-time Employees	22.00	22.00	22.00	21.00



- 1.00 Computer System Specialist

= BUDGET DIVISION

Approved Positions FY 06/07	22.00
Revised Positions FY 06/07	
Personnel Changes FY 07/08	- 1.00
Approved Positions FY 07/08	**21.00**

INFORMATION TECHNOLOGY

Description of Division and Activity

The mission of the Information Technology Division is to provide the necessary computer equipment, software, and training to facilitate the efficient operation of the City of Boca Raton's municipal government. Our services are made available to the public at large through such efforts as Internet services, and indirectly through programs designed to enhance and improve services rendered to the public by other City departments.

Goal

The Information Technology Division is dedicated to providing appropriate technological solutions to meet the needs of city staff, our citizens and business partners. We will always thoroughly investigate all options to solving a business problem, to ensure appropriate use of the technology that is available. It is our priority to find the most cost-effective, efficient manner to accomplish a task, by using tools such as workflow analysis to optimize processes prior to recommending automation. We will continue to use the Internet as a vehicle to further ensure that we are known not only as a premier community but as a world-class local government.

Objectives 2007-08

- Consolidate PC servers using Virtualization technology
- Set up a disaster recovery PC configuration adjacent to the EOC
- Allow developers to submit plans electronically rather than on paper.
- Implement personnel appraisal software city wide.

Achievements 2006-07

- Install and convert to the new Fleet Maintenance / Fuel system

  System was upgraded (same vendor)
- Investigate the possibilities for replacing the HTE financial, permitting, Billing system.

  Project deferred to 2010-11
- Continue the installation of Document Management. Objectives for next year include Workflow applications for Permits and Licensing, City Manager tickler file, and feasibility study of paperless agendas for the City Council.

  Workflow and Agenda Processing applications are in progress; the tickler file proved impractical.
- Establish a Virtual Private Network (VPN) to allow employees to access the City network remotely.

  Complete
- Further reduce telephone costs through the use of Voice over I.P. (VIOP) technology

  VOIP technology has resulted in savings of $4,000 monthly
- High speed network access from fire stations (subject to vendor availability of services)

  T1 Service is active at all fire stations. Fiber will be installed subject to availability.

Other Achievements:

- Successful move of Fire Admin (telecommunications and computer systems) into new headquarters.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	**Goal**	**Actual**	**Goal**	**Estimated**	**Target**
World Class Municipal Services					
Respond to calls for technical assistance within 4 hours	92%	93%	94%	94%	94%
Upgrade City personal computers on a four year cycle	25%	25%	25%	25%	25%
Individual Telephone Move/Add/Change requests completed within 1 working day	90%	92%	92%	92%	92%

BOCA RATON
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Boca de Ratones
FLORIDA

MOTOR POOL FUND

OPERATED BY MUNICIPAL SERVICES

Robert J. DiChristopher, Director

The mission of the Fleet Maintenance Division of Municipal Services, operating in the Motor Pool Fund, is to provide low cost, efficient maintenance to prolong the useful life of the fleet, provide vehicles that are safe and reliable and maximize the residual value of the City's fleet.

The Fleet Maintenance Division is responsible for the repair and maintenance of 955 pieces of equipment. This equipment includes automobiles, trucks, all-terrain vehicles, golf carts, boats, tractors, etc., that require regular maintenance control and a management system. Fleet Maintenance is also responsible for various fuel sites throughout the City.

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	687,059	766,000	766,000	766,800
Other Operating	457,949	310,800	331,100	336,300
Supplies	30,027	58,000	49,000	56,500
Capital Outlay	-	1,451,800	1,448,600	1,245,000
Transfers	1,402,800	1,368,600	1,368,600	1,678,900
Depreciation	1,129,141	-	-	-
Sub-Total	**3,706,976**	**3,955,200**	**3,963,300**	**4,083,500**
Reserves	6,571,379	7,123,500	7,123,500	8,621,100
TOTAL	**10,278,355**	**11,078,700**	**11,086,800**	**12,704,600**
Full-time Employees	13.00	13.00	13.00	13.00

CITY MANAGER

MUNICIPAL SERVICES

OPERATIONS

FLEET MAINTENANCE

1.00 Automotive Superintendent
1.00 Shop Foreman
1.00 Secretary
1.00 Senior Parts Clerk
1.00 Parts Clerk
1.00 Automotive Support Specialist
2.00 Vehicle Technician III
4.00 Vehicle Technician I
1.00 Assistant Vehicle Technician

= BUDGET DIVISION

Approved Positions FY 06/07	13.00
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	-
Approved Positions FY 07/08	**13.00**

FLEET MAINTENANCE

Description of Division and Activity

The Fleet Maintenance Section is responsible for the repair and maintenance of 546 automobiles and light trucks, 79 heavy duty trucks, and 330 pieces of equipment, including all-terrain vehicles, golf carts, boats, tractors, etc. that require regular maintenance control and a management system. Fleet Maintenance is also responsible for various fuel sites throughout the City.

Goal

The primary goal of Fleet Maintenance is to provide ongoing internal service to City Departments in the areas of vehicular and equipment purchases, repairs and maintenance. The Fleet Maintenance Section strives to reduce maintenance costs and vehicular down time.

Objectives 2007-08

- Purchase, install, and implement new Fleet/Fuel Maintenance Upgrade Software.
- Develop ongoing web-based and classroom training program for staff.
- Investigate alternative fuel options.

Achievements 2006-07

- Purchase, install, and implement a new Fleet Maintenance System.
  This was scheduled for FY 06/07; however, changes in software technologies require an updated contract.
- Acquire alternate fuel roadway vehicles and reduce fuel consumption – 10% of vehicles purchased will be Hybrid models.
  This will be accomplished in FY 06/07. Fleet has requested 4 Flex-Fuel vehicles for Police Services.
- Evaluate usage of vehicles, trailers, pumps, generators and gas cans, and make recommendations to reduce Size of the City's fleet by 6%. Conduct quarterly reviews to ensure vehicles meet mileage criteria and recommend elimination when appropriate.
  Vehicles maintained by Fleet Maintenance are currently at 955 units, a reduction of 4.3%.

Other Achievements

- Acquired through approved procurement processes, the purchase of 6 new garbage trucks for FY 06/07.
- Acquired through approved procurement processes, the purchase of 8 new recycle trucks for FY 06/07.
- Purchased five 10,000-gallon fuel tankers and implemented a fuel transfer program at various ports within the state to City fuel sites.

PERFORMANCE MEASURES	FY 2005-06		FY 2006-07		FY 2007-08
Strategic Initiatives:	Goal	Actual	Goal	Estimated	Target
World Class Municipal Services					
Maintaining a high level of expertise in Fleet maintenance industry by providing an on-going training program.	N/A	118 hours	300 hours	269 hours	480 hours
Reduce equipment down time thru additional preventative maintenance activities.	N/A	N/A	3 work days	3 work days	2 work days

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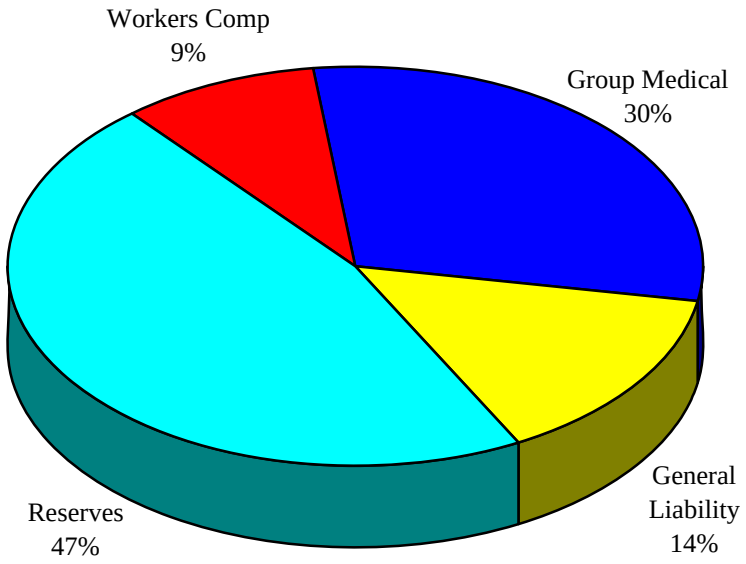
INSURANCE FUNDS
OPERATED BY FINANCIAL SERVICES

Mervyn C. Timberlake, Jr., C.P.A., Financial Services Director
Linda C. Davidson, C.P.A., Deputy Financial Services Director

The Insurance Funds, operated by Financial Services, account for the cost of providing health and workers' compensation insurance coverage to all City employees, and the City's general liability self-insurance program.



DIVISION	APPROVED 2007-08 BUDGET
Workers Comp	$ 2,366,600
Group Medical	7,587,200
General Liability	3,698,400
Reserves	12,004,300
TOTAL	**$ 25,656,500**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	332,778	344,400	344,400	373,100
Other Operating	10,563,715	12,476,600	13,695,800	13,271,800
Supplies	5,689	7,300	7,300	7,300
Capital Outlay	1,179	-	-	-
Sub-Total	**10,903,361**	**12,828,300**	**14,047,500**	**13,652,200**
Reserves	12,085,167	11,463,600	11,463,600	12,004,300
TOTAL	**22,988,528**	**24,291,900**	**25,511,100**	**25,656,500**
Full-time Employees	4.30	4.30	4.30	4.30

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

Debt Management

The City of Boca Raton sometimes borrows funds to pay for the acquisition of large capital equipment and the construction of major capital facilities. By borrowing funds, the City is able to purchase items when needed and spread the cost over a number of years.

The City issues two types of bonds, general obligation bonds and revenue bonds. The difference in these bonds is the source of funds pledged to guarantee repayment of the borrowed funds. General obligation bonds are voter-approved and backed by the full faith and credit of the City. Revenue bonds are bonds whose principal and interest are payable exclusively from earning of an enterprise fund (operations established by the City similar to private businesses such as water and sewer, golf courses, and cemetery operations).

The City's ability to borrow funds and the interest rates at which they can borrow depends on the City's ability to pay back the loan. In order to assess the risk of nonpayment of borrowed funds, investors rely on rating agencies to evaluate the City's financial condition. A higher rating allows the City to borrow funds at a lower cost.

The three primary rating agencies are Standard & Poor's, Moody's Investor Services and Fitch Ratings. In rating an issuer of debt, the agencies examine a number of factors including: economic conditions, financial performance and flexibility, management, and existing debt.

The City's General Obligation Bonds were rated AAA by all three-credit agencies. Boca Raton was the first municipality in Florida to have been granted this credit rating by all three.

The bond ratings as shown below reflect the strong investment quality of the City's bonds:

	General Obligation	W&S Revenue
Moody's Investment Service	AAA	Aa[1]
Standard and Poor's	AAA	AA+
Fitch Ratings	AAA	AAA

Total outstanding debt of the City at September 30, 2005, and 2006 is as follows:

Purpose	2005	2006
General Obligation Bonds/Notes	$57,670,000	$54,390,000
Revenue Bonds	107,661,724	94,921,000
Special Assessment Debt	12,945,000	12,460,000
Loans Payable	9,830,000	8,065,000
Total	**$188,106,724**	**$169,836,000**

Although the City is not legally restricted as to the amount of debt that can be issued, the City does adhere to its own debt policies.

Debt Policies

1. The City will seek to maintain its current AAA bond rating to minimize borrowing costs.
2. The City will review and evaluate its existing debt obligations and future borrowing needs annually.
3. The City will not issue long-term debt to finance current operations.
4. The City will publish and distribute an official statement for each bond and note issued.
5. The City will adhere to the bond covenant requirements of each debt issuance.
6. Capital projects financed by the issuance of bonded debt will be financed for a period not to exceed the expected useful life of the project.

Accounting for Long-Term Debt

Long-term obligations, either general obligation or revenue bonds, used to finance proprietary fund operations and payable from revenue of the proprietary funds are recorded in the applicable fund. General obligation bonds and other forms of long-term debt supported by general revenue are obligations of the City as a whole and not its individual funds. Accordingly, such unmatured obligations of the City are accounted for in the General Long-Term Debt Account Group. Advance refundings resulting in defeasance of debt are accounted for in governmental fund types using guidance from GASB Statement No. 7, "Advance Reporting Resulting in Defeasance of Debt", and for proprietary fund types using GASB Statement No. 23.

Long-Term Debt

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds.

General obligation bonds are direct obligations and pledge the full faith and credit of the City as a whole and not its individual funds. In each year debt is outstanding, an ad valorem tax is levied equal to principal and interest due. No reserves are maintained. These bonds generally are issued as 20-year serial bonds.

General obligation bonds currently outstanding are as follows:

Purpose	Description	Interest Rates	Amount Outstanding
General Government – Series 1997	Refunding	3.70 –5.60%	$4,970,000
General Government, Series 2000	Land Acquisition	4.70 –5.38%	3,785,000
General Government, Series 2003	Fire Station Projs	2.00 - 4.50%	15,470,000
General Government, Series 2003A	Library Projects	2.00 -4.50%	8,730,000
General Government – Series 2004	Refunding	2.00 -3.88%	21,435,000
Total			**$54,390,000**

Revenue Bonds: Revenue bonds outstanding at September 30, 2006, are as follows:

Purpose	Description	Interest Rates %	Amount Outstanding
Water/Sewer-Series 2001	Plant Expansion	4.00 –5.00%	$24,460,000
Water/Sewer-Series 1999	Refunding	4.00 - 4.75%	11,875,000
General Obligation – Series 1995	Beach Acquisition	4.13 –6.13%	220,000
Tax Increment – Series 1998	Refunding	3.60 – 5.00%	58,366,000
Total			**$94,921,000**

Cash Management

The City administers a comprehensive cash management and investment program. The primary goals of the program are to maximize the amount of cash available; to meet daily cash requirements and to obtain the highest possible yields consistent with restraints imposed by Florida Statutes and City policies.

The City maximizes the use of temporarily idle funds by coordinating the schedule of vendor payments. To ensure the most competitive rates on investments, the cash resources of the individual funds (excluding the bond proceeds in the Capital Projects Funds and certain Fiduciary Funds) are combined to form a pool of cash and investments. For the cash and investment pool, the average monthly investment portfolio in 2006 was $209,032,897. Cash temporarily idle during the year was invested in demand deposits, certificates of deposit, obligations of the U.S. Treasury, State Investment Pool, money market funds, and U.S. Government Agency Securities. The Pension Trust Funds' investment portfolios also include corporate bonds and common stock. The average yield on investments (excluding the Pension Trust Funds was 4.38%. The City's investment performance ranks favorably when compared to an average yield rate of 4.50% for U.S. Treasury bills for the same period. The City earned interest revenue of $ 8,696,144 on all these investments for the year ended September 30, 2006.

The City's investment policy is to minimize credit and market risks while maintaining a competitive yield on its portfolio. Accordingly, the City's deposits were either insured by federal depository insurance or collateralized pursuant to Florida statutes.

General Fixed Assets

The General Fixed Assets Account Group summarizes those fixed assets used in performance of general governmental functions and excludes the fixed assets of the Enterprise and Internal Service Funds. Only assets which cost $1,000 or more and which have a useful life of one year or more are considered fixed assets; major improvements which are of value only to the City such as roads, storm sewers, curbs and sidewalks and road rights-of-way are not included.

Depreciation is not recorded in the General Fixed Assets Account Group. As a result, the cost of equipment shown is greater than the current fair market value and the cost of land and buildings shown is significantly less than the current fair market value.

Capital Financing

In conjunction with the operating budget, the City Manager annually prepares a program to provide for improvements to the City's public facilities for the ensuing fiscal year and next five years, along with proposals for the financing of these improvements. This six-year plan is called the Capital Improvements Program. The first year of the program constitutes the capital budget for the current fiscal year; the remaining years are used as a planning guide. It is partially funded from gas tax, utility tax, park development fees, utility rates, bond proceeds and note proceeds. The program allocates funding, over six years, for City roads, park development, public works projects and new equipment. The City's Capital Improvements Program for fiscal year 2008 through 2013 calls for the expenditures approximating $336,595,400.

Water and Sewer Utility Fund

The business-type activities net assets increased $8.8 million or 3.3% over the prior fiscal year. The Water and Sewer Utility Fund produced 86% of the increase in net assets primarily as a result of the size of the activity in relation to the other activities. Of the other business-types activities, the Stormwater and Golf Course Funds produced positive changes to net assets.

Operating income for the Water and Sewer Fund decreased $2.7 million in 2006. This was a result of increases in expenses. Impact Fee revenue increased $1.1 million in 2006. This revenue was primarily responsible for the overall increase in net assets for the fund.

Risk Management

During 2006, the City continued its Risk Management Program for workers compensation and general liability insurance. Starting January 2007, the City entered into a five-year contract with its employee medical insurance provider. The fully insured contract, with minimum premium arrangements, allows the City to maintain its reserves. Resources are accumulated in an internal service fund to pay claims, administrative expenses and loss reserves. In addition, various risk control techniques, including employee accident prevention training, safety awareness, health awareness programs and defensive driving are an ongoing City priority. Excess loss coverage is carried for general liability claims.

Trust Funds

Pension Trust Funds: The City maintains two retirement plans for its employees: General Employees' Pension Plan and Police and Firefighter's Retirement System. Each plan has a separate Board of Trustees. Plan administration and investment management is the responsibility of these boards. City and state contributions to the plans for fiscal year 2006 were as follows:

Plan	Amount
General Employees' Pension Plan	$2,775,177
Police & Firefighter's Retirement System	7,425,481
Executive Employees' Retirement System	1,081,100
Total	**$11,281,758**

Trust Funds: The City maintains a non-expendable trust fund for perpetual care of its cemetery. The City also maintains expendable trust funds to account for funds received as donations, which have been restricted to expenditures for specified purposes.

Economic Condition and Outlook

Boca Raton's economy is expected to continue to expand and diversify with ongoing business and residential development. The City's economy includes a mix of higher education, healthcare, financial services, high-tech, and light manufacturing. The City is the location of several Fortune 500 companies and over 3,000 businesses, employing more than 38,000 people. The City is also the location of Florida Atlantic University (26,000^{+} students), Lynn University (3,000^{+} students), and the southern campus of Palm Beach Community College (6,000^{+} students). Boca Raton is a major commercial and cultural center in southeast Florida.

Population in the city has increased about 26% from 1997 to an estimated 86,600 currently (2007).

The sizable $20.4 billion assessed value tax base has more than doubled since 1997.

The City maintained a high level of service while reducing the total City ad valorem taxes to 3.305mills per $1,000. During the past budget year the City enacted a fire assessment fee to recover a portion of the operational costs of the City's fire services, including employee benefits.

Financial Outlook

We are pleased to report this City's financial policies and management, combined with a strong local economy, have enabled Boca Raton to maintain its strong financial posture and the prospects for its continuation are encouraging. We will continue our commitment to implement sound, responsible and progressive changes in order to improve responsiveness and to ensure financial stability of the City.

RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS
(dollars in thousands, except per capita)

Fiscal Year	General Obligation Bonds	Assessed Value of Taxable Property	Percentage of Estimated Actual Taxable Value of Property	Population	Per Capita
1997	15,558	8,049,497	0.19%	68,432	0.23
1998	14,022	8,512,119	0.16%	68,850	0.20
1999	12,736	9,050,386	0.14%	69,994	0.18
2000	41,370	9,737,341	0.42%	70,076	0.59
2001	38,835	10,718,601	0.36%	74,674	0.52
2002	36,510	11,614,994	0.31%	75,580	0.48
2003	61,555	12,537,612	0.49%	76,043	0.81
2004	58,805	14,437,905	0.41%	79,838	0.74
2005	57,670	16,624,250	0.35%	84,000	0.69
2006	54,390	19,931,342	0.27%	86,600	0.63

PLEDGED-REVENUE COVERAGE
LAST TEN FISCAL YEARS
Tax Increment Revenue Refunding Bonds

Fiscal Year	Lease Revenue	Tax Increment Revenue	City Contribution	Collections	Debt Service Principal (5)	Debt Service Interest	Coverage by Net Revenue Avail for Debt Service
1997	1,180,000	1,069,978		2,249,978		3,420,390	0.66
1998	1,180,000	1,289,526	659,400	3,128,926		3,420,390	0.91
1999	1,180,000	1,569,118	-	2,749,118		2,306,090	1.19
2000	1,180,000	1,963,709	692,100	3,835,809	1,065,000	2,719,223	1.01
2001	1,180,000	2,316,017	993,100	4,489,117	1,550,000	2,626,768	1.07
2002	1,180,000	2,652,262	998,100	4,830,362	2,020,000	2,549,918	1.06
2003	1,180,000	2,767,496	1,356,600	5,304,096	2,735,000	2,445,847	1.02
2004	1,180,000	3,320,212	1,837,900	6,338,112	3,380,000	2,324,265	1.11
2005	1,180,000	4,910,628	961,100	7,051,728	4,205,000	2,176,005	1.11
2006	1,180,000	6,146,820	-	7,326,820	4,375,000	2,004,405	1.15

(5) In October, 1998, the Boca Raton Community Redevelopment Agency Tax Increment Revenue Refunding Bonds, Series 1998 (Mizner Park Project) was used to refinance the CRA's Tax Increment Revenue Bond, Series 1992.

PLEDGED-REVENUE COVERAGE
LAST TEN FISCAL YEARS
Water and Sewer Revenue Bonds

Fiscal Year	Utility Service Charges	Less: Operating Expenses (1)	Net Available Revenue	Debt Service Principal (2)	Debt Service Interest (2)	Coverage by Net Revenue Avail for Debt Service (3)
1997	22,796,368	19,644,738	3,151,630	1,610,000	2,645,468	0.74
1998	30,260,660	18,036,143	12,224,517	4,370,000	2,498,727	1.78
1999	31,222,004	19,542,956	11,679,048	5,065,000	2,732,414	1.50
2000	32,225,094	20,990,807	11,234,287	3,775,000	3,814,549	1.48
2001	30,466,267	22,562,915	7,903,352	6,510,000	2,451,404	0.88
2002	32,373,698	22,041,261	10,332,437	4,870,000	2,586,786	1.39
2003	34,372,521	24,426,180	9,946,341	1,220,000	2,136,456	2.96
2004	35,634,449	26,419,641	9,214,808	5,960,000	2,041,356	1.15
2005	37,239,913	28,664,421	8,575,492	6,120,000	1,881,696	1.07
2006	39,610,233	30,573,825	9,036,408	6,310,000	1,689,143	1.13

(1) Total expense exclusive of depreciation and debt service on revenue bonds.
(2) Does not include the 1986 General Obligation Bonds
(3) 1.10 net revenues test 1999, prior to 1999, 1.00 coverage required by rate covenants

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
AS OF SEPTEMBER 30, 2006
(Amounts Expressed in Thousands)

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable	Estimated Share of Overlapping Debt
OVERLAPPING:			
Palm Beach County	$336,020	12.39%	$41,633
Palm Beach School District	96,655	12.39%	11,976
SUBTOTAL	432,675		53,608
DIRECT DEBT:			
Boca Raton	$909,450	100.00%	$909,450
TOTAL DIRECT AND OVERLAPPING DEBT			$963,058

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Boca Raton. This process recognizes that, when considering the city's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

OUTSTANDING DEBT REPAYMENT SCHEDULE
STATEMENTS OF PRINCIPAL AND INTEREST PAYABLE

The following General Obligation Bonds are payable as to both principal and interest from ad valorem taxes. The Full Faith and Credit of the City is pledged for their payment. All schedules are prepared on a gross payment (Principal and Interest) basis and do not include adjustments for reserve interest earnings or accrual calculations.

	FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
1997 General Obligation	2008	4.500%	$ 855,000.00	$ 193,667.50	$ 1,048,667.50
Bonds, Refunding	2009	4.600%	890,000.00	155,192.50	1,045,192.50
(Environmental Lands)	2010	4.700%	935,000.00	114,252.50	1,049,252.50
1/1, 7/1	2011	4.75%	985,000.00	70,307.50	1,055,307.50
	2012	4.80%	490,000.00	23,520.00	513,520.00
			$ 4,155,000.00	$ 556,940.00	$ 4,711,940.00

	FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
2000 General Obligation	2008	5.000%	$ 1,260,000.00	$ 129,250.00	$ 1,389,250.00
Bonds	2009	5.000%	1,325,000.00	66,250.00	1,391,250.00
(Boca Technology)			$ 2,585,000.00	$ 195,500.00	$ 2,780,500.00
1/1, 7/1					

	FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
2003 General Obligation	2008	2.250%	$ 450,000.00	$ 269,810.00	$ 719,810.00
Bonds	2009	2.200%	460,000.00	259,685.00	719,685.00
(Library)	2010	2.500%	470,000.00	249,565.00	719,565.00
1/1, 7/1	2011	2.700%	485,000.00	237,815.00	722,815.00
	2012	2.800%	495,000.00	224,720.00	719,720.00
	2013	3.000%	510,000.00	210,860.00	720,860.00
	2014	3.100%	525,000.00	195,560.00	720,560.00
	2015	3.250%	540,000.00	179,285.00	719,285.00
	2016	3.400%	560,000.00	161,735.00	721,735.00
	2017	3.500%	580,000.00	142,695.00	722,695.00
	2018	3.600%	600,000.00	122,395.00	722,395.00
	2019	3.700%	620,000.00	100,795.00	720,795.00
	2020	3.800%	640,000.00	77,855.00	717,855.00
	2021	3.900%	665,000.00	53,535.00	718,535.00
	2022	4.000%	690,000.00	27,600.00	717,600.00
			$ 8,290,000.00	$ 2,513,910.00	$ 10,803,910.00

	FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
2003 General Obligation	2008	2.500%	$ 765,000.00	$ 569,558.76	$ 1,334,558.76
Bonds	2009	2.750%	785,000.00	550,433.76	1,335,433.76
(Fire)	2010	3.250%	805,000.00	528,846.26	1,333,846.26
1/1, 7/1	2011	3.375%	830,000.00	502,683.76	1,332,683.76
	2012	3.625%	860,000.00	474,671.26	1,334,671.26
	2013	3.625%	890,000.00	443,496.26	1,333,496.26
	2014	3.750%	925,000.00	411,233.76	1,336,233.76
	2015	3.900%	960,000.00	376,546.26	1,336,546.26
	2016	4.000%	995,000.00	339,106.26	1,334,106.26
	2017	4.125%	1,035,000.00	299,306.26	1,334,306.26
	2018	4.125%	1,080,000.00	256,612.50	1,336,612.50
	2019	4.300%	1,125,000.00	212,062.50	1,337,062.50
	2020	4.375%	1,170,000.00	163,687.50	1,333,687.50
	2021	4.500%	1,225,000.00	112,500.00	1,337,500.00
	2022	4.500%	1,275,000.00	57,375.00	1,332,375.00
			$ 14,725,000.00	$ 5,298,120.10	$ 20,023,120.10

	FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
2004 General Obligation	2008	3.000%	$ 205,000.00	$ 725,730.00	$ 930,730.00
Bonds	2009	3.000%	210,000.00	719,580.00	929,580.00
Refunding Bonds	2010	3.000%	1,605,000.00	713,280.00	2,318,280.00
1/1, 7/1	2011	3.000%	1,655,000.00	665,130.00	2,320,130.00
	2012	3.000%	1,710,000.00	615,480.00	2,325,480.00
	2013	3.125%	1,755,000.00	564,180.00	2,319,180.00
	2014	3.500%	1,810,000.00	509,336.26	2,319,336.26
	2015	3.375%	1,875,000.00	445,986.26	2,320,986.26
	2016	3.500%	1,940,000.00	382,705.00	2,322,705.00
	2017	3.600%	2,005,000.00	314,805.00	2,319,805.00
	2018	3.625%	2,080,000.00	242,625.00	2,322,625.00
	2019	3.750%	2,155,000.00	167,225.00	2,322,225.00
	2020	3.875%	2,230,000.00	86,412.50	2,316,412.50
			$ 21,235,000.00	$ 6,152,475.02	$ 27,387,475.02

The following Revenue Bonds are payable as to both principal and interest from the allowable system development charges from the operation of the Water and Sewer System.

	FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
1999 Water and Sewer	2008	4.000%	$ 735,000.00	$ 483,258.76	$ 1,218,258.76
Revenue Refunding	2009	4.000%	760,000.00	453,358.76	1,213,358.76
Bonds	2010	4.100%	790,000.00	421,963.76	1,211,963.76
4/1, 10/1	2011	4.200%	825,000.00	388,443.76	1,213,443.76
	2012	4.300%	860,000.00	352,628.76	1,212,628.76
	2013	4.500%	895,000.00	314,001.26	1,209,001.26
	2014	4.500%	935,000.00	272,826.26	1,207,826.26
	2015	4.600%	980,000.00	229,248.76	1,209,248.76
	2016	4.625%	1,025,000.00	183,005.63	1,208,005.63
	2017	4.700%	1,070,000.00	134,157.50	1,204,157.50
	2018	4.750%	1,120,000.00	82,412.50	1,202,412.50
	2019	4.750%	1,175,000.00	27,906.25	1,202,906.25
			$ 11,170,000.00	$ 3,343,211.96	$ 14,513,211.96

	FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
2001 Water and Sewer	2008	4.000%	$ 1,220,000.00	$ 1,086,343.76	$ 2,306,343.76
Revenue Refunding	2009	5.000%	1,270,000.00	1,030,193.76	2,300,193.76
Bonds	2010	4.375%	1,335,000.00	969,240.63	2,304,240.63
4/1, 10/1	2011	4.375%	1,390,000.00	909,631.25	2,299,631.25
	2012	4.375%	1,450,000.00	847,506.25	2,297,506.25
	2013	5.000%	1,515,000.00	777,912.50	2,292,912.50
	2014	5.000%	1,590,000.00	700,287.50	2,290,287.50
	2015	4.625%	1,670,000.00	621,918.75	2,291,918.75
	2016	4.750%	1,750,000.00	541,737.50	2,291,737.50
	2017	4.750%	1,830,000.00	456,712.50	2,286,712.50
	2018	5.000%	1,915,000.00	365,375.00	2,280,375.00
	2019	5.000%	2,015,000.00	267,125.00	2,282,125.00
	2020	5.000%	2,115,000.00	163,875.00	2,278,875.00
	2021	5.000%	2,220,000.00	55,500.00	2,275,500.00
			$ 23,285,000.00	$ 8,793,359.40	$ 32,078,359.40

The following Revenue Bonds are payable as to both principal and interest from the municipal gas tax.

		FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
2003 First Florida		2008	2.400%	$ 400,000.00	$ 33,270.00	$ 433,270.00
Refunding Bonds		2009	2.700%	410,000.00	23,670.00	433,670.00
	1/1, 7/1	2010	3.000%	420,000.00	12,600.00	432,600.00
				$ 1,230,000.00	$ 69,540.00	$ 1,299,540.00

The following debts of the Community Redevelopment Agency (CRA) are payable as to both principal and interest by the CRA's tax increment revenues, future land lease revenues, and by a secondary pledge of the City's public service tax.

		FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
1998 Mizner Park		2008	4.100%	$ 4,925,000.00	$ 1,624,992.50	$ 6,549,992.50
	3/1, 9/1	2009	4.200%	5,130,000.00	1,416,300.00	6,546,300.00
		2010	4.300%	5,340,000.00	1,193,760.00	6,533,760.00
		2011	0.04375	5,575,000.00	956,996.88	6,531,996.88
		2012	4.500%	5,815,000.00	704,206.26	6,519,206.26
		2013	4.600%	6,075,000.00	433,643.76	6,508,643.76
		2014	4.625%	6,355,000.00	146,959.38	6,501,959.38
		2015	4.950%	2,987,362.95	3,667,637.05	6,655,000.00
		2016	4.980%	2,815,486.00	3,804,514.00	6,620,000.00
		2017	5.000%	2,670,706.60	3,949,293.40	6,620,000.00
		2018	5.000%	2,542,013.80	4,077,986.20	6,620,000.00
		2019	5.000%	2,449,598.60	4,170,401.40	6,620,000.00
				$ 52,680,167.95	$ 26,146,690.83	$ 78,826,858.78

The following Special Assessment Bonds are payable as to both principal and interest from special assessments levied on downtown property owners and from capitalized interest.

		FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
2001 Special Assessment		2008	4.00%	$ 535,000.00	$ 557,130.00	$ 1,092,130.00
Revenue Bonds		2009	4.00%	565,000.00	535,730.00	1,100,730.00
	1/1, 7/1	2010	4.10%	590,000.00	513,130.00	1,103,130.00
		2011	4.20%	630,000.00	488,940.00	1,118,940.00
		2012	4.30%	655,000.00	462,480.00	1,117,480.00
		2013	450.00%	690,000.00	434,315.00	1,124,315.00
		2014	4.60%	725,000.00	403,265.00	1,128,265.00
		2015	4.70%	775,000.00	369,915.00	1,144,915.00
		2016	4.75%	820,000.00	333,490.00	1,153,490.00
		2017	4.75%	860,000.00	294,540.00	1,154,540.00
		2018	4.80%	905,000.00	253,690.00	1,158,690.00
		2019	5.00%	965,000.00	210,250.00	1,175,250.00
		2020	5.00%	1,020,000.00	162,000.00	1,182,000.00
		2021	5.00%	1,080,000.00	111,000.00	1,191,000.00
		2022	5.00%	1,140,000.00	57,000.00	1,197,000.00
				$ 11,955,000.00	$ 5,186,875.00	$ 17,141,875.00

The following Revenue Bonds are payable as to both principal and interest from non-ad valorem revenues and other legally available funds.

		FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
First Florida		2008	3.50%	$ 515,000.00	$ 180,200.00	$ 695,200.00
2001B Revenue		2009	3.70%	530,000.00	162,175.00	692,175.00
Refunding Bonds		2010	3.80%	545,000.00	142,565.00	687,565.00
	1/1, 7/1	2011	3.90%	570,000.00	121,855.00	691,855.00
		2012	5.00%	590,000.00	99,625.00	689,625.00
		2013	5.50%	620,000.00	70,125.00	690,125.00
		2014	5.50%	655,000.00	36,025.00	691,025.00
				$ 4,025,000.00	$ 812,570.00	$ 4,837,570.00

		FY END 9/30	COUPON RATE	PRINCIPAL MATURITIES	ANNUAL INTEREST	TOTAL ANNUAL PAYMENTS
First Florida		2008	0.045	$ 980,000.00	$ 44,100.00	$ 1,024,100.00
1998 Public Safety				$ 980,000.00	$ 44,100.00	$ 1,024,100.00
Communications						
Revenue Bonds						
	1/1, 7/1					

CAPITAL IMPROVEMENTS PROGRAM AND THE OPERATING BUDGET

The *Capital Improvements Program* (CIP) is a six-year plan of proposed City-wide capital improvement projects. Items that qualify as capital improvement projects are those that cost at least $35,000 and have a useful life span of ten years. The CIP is produced as its own document, separate from the annual city operating budget. It is adopted by Resolution in conjunction with the adoption of the annual operating budget by City Ordinance. The annual operating budget and the CIP will be created as companion documents for the fiscal year beginning October 1, 2007. Since CIP projects have the potential to significantly impact the annual operating budget, the two must be created in unison.

CIP Policies

The City of Boca Raton's CIP Policies provides a framework for the development of current CIP activities and the planning for future projects. These policies include:

1) The City will develop and update a six-year CIP on an annual basis.
2) All projects in the Comprehensive Improvement Element (CIE) of the City's Comprehensive Plan will be included in the CIP.
3) The City will dedicate 1% of the public service tax, excluding telephones, and a percentage of the property taxes collected as a source of funds for the CIP.
4) In the development of CIP, the City will review the operational impact of each project.
5) The CIP committee will review and evaluate each project, based on established criteria, prior to any project being included in the CIP.
6) A report on the current status of Capital Improvement Projects will be presented to City Council on a quarterly basis.

CIP Review

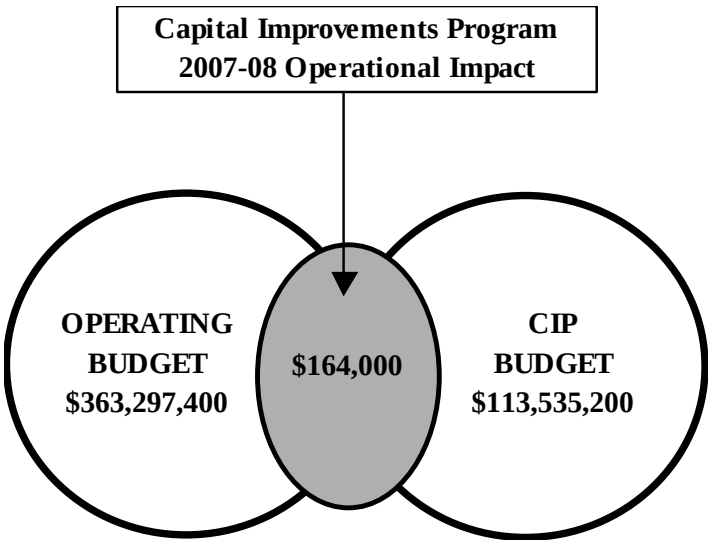
Departments must submit annual updates and new requests for the CIP to a review committee for evaluation. During the review process, consideration is given to each CIP project's impact on operating costs during the upcoming year as well as future years. In addition, determination of projects to be included in the CIP for funding purposes is based upon established criteria to rank each project, which includes:

CIP Ranking Criteria

- Not Necessary
- Moderate Benefit
- Will Improve Quality of Life
- Critical
  (Required by Law, Regulation or Mandate)

The CIP Committee, which consists of Department Heads and Directors, ranks CIP requests based on the above criteria and recommends to the City Manager which projects should be included in the CIP. The City Manager has final approval of the CIP prior to submission to the City Council.

Projects tentatively approved by the City Manager for the new fiscal year are then incorporated into the approved operating budget, along with any increases or decreases in operating costs, and submitted as part of the approved annual operating budget for City Council adoption.



How CIP Impacts the Operating Budget

Fund Name	Operating Costs	Total Impact
General Fund	$ 152,000	$ 152,000
Information Technology Fund	12,000	12,000
Total Costs	**$ 164,000**	**$ 164,000**

SUMMARY OF FUNDING SOURCES
PROJECTS
(Revenues)

Funding Source		Total Cost	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Army Corps of Engineers	ACOE	3,750,000	3,750,000	-	-	-	-	-
Beach and Park District	BPD	35,200,200	26,965,300	3,451,300	2,871,300	264,900	1,324,200	323,200
Community Development Block Grant	CDBG	360,600	360,600	-	-	-	-	-
Cemetery / Perpetual Care Fund	CPCF	53,300	17,800	8,900	-	-	4,500	22,100
Division of Emergency Management	DEM	33,000	33,000	-	-	-	-	-
Department of Environmental Protection	DEP	4,250,000	2,875,000	-	-	-	125,000	1,250,000
Downtown Land Dedication Fund	DTLDF	1,556,100	362,000	-	-	-	213,000	981,100
Economic Development Initiative Grant	EDI	448,000	448,000	-	-	-	-	-
Environmentally Sensitive Lands Fund	ESL	922,400	470,000	200,000	-	252,400	-	-
Florida Department of Transportation	FDOT	120,000	60,000	60,000	-	-	-	-
Florida Emergency Management Agency	FEMA	1,365,000	1,140,000	225,000	-	-	-	-
Florida Inland Navigational District	FIND	400,000	-	-	400,000	-	-	-
Florida Recreation Development Assistance Progra	FRDAP	200,000	200,000	-	-	-	-	-
Florida State Library Construction Grant	FSL	500,000	500,000	-	-	-	-	-
Golf Course Fund	GC	84,700	44,700	8,000	8,000	8,000	8,000	8,000
Golf Course Renewal & Replacement Fund	GCRR	513,200	204,400	74,400	144,400	50,000	20,000	20,000
General Fund Revenue	GFR	71,884,900	29,732,300	7,661,200	8,891,700	5,944,800	10,469,400	9,185,500
General Obligation Bonds - Police Services	GOB-PS	32,000,000	-	2,000,000	15,000,000	15,000,000	-	-
General Obligation Bonds - Recreation Services	GOB-RS	550,000	550,000	-	-	-	-	-
Information Technology	IS	1,050,000	430,000	105,000	105,000	105,000	275,000	30,000
Land Dedication Fund	LDF	500,000	500,000	-	-	-	-	-
Motor Pool	MP	900,000	575,000	325,000	-	-	-	-
Mausoleum / Perpetual Care Fund	MPCF	766,300	7,700	656,100	29,000	-	41,800	31,700
Palm Beach County	PBC	4,240,000	3,590,000	100,000	-	-	50,000	500,000
Revenue Bonds - Golf Course	RB-GC	4,920,000	-	1,920,000	-	3,000,000	-	-
Revenue Bonds - Police Services	RB-PS	10,869,500	-	300,000	10,569,500	-	-	-
Special Assessment - Downtown	SA-DT	200,000	200,000	-	-	-	-	-
Special Assessment - Municipal Services	SA-MS	18,219,400	-	1,344,400	14,375,000	2,500,000	-	-
Special Assessment - Sewer	SA-SW	830,000	478,000	55,000	185,000	-	112,000	-
Sewer Impact Fund	SIF	6,000,000	1,000,000	-	5,000,000	-	-	-
Stormwater Utility Fund	SU	4,696,000	2,046,000	640,000	540,000	490,000	490,000	490,000
Transportation Fund	TF	18,802,700	4,025,700	2,082,500	2,047,500	2,346,000	3,857,500	4,443,500
US Department of Transportation	USDOT	5,910,000	2,070,000	780,000	780,000	780,000	500,000	1,000,000
Water Impact Fund	WIF	7,784,000	3,484,000	3,450,000	600,000	250,000	-	-
Water/Sewer Renewal & Replacement Fund	WRR	54,269,700	9,803,700	12,325,000	11,830,000	9,600,000	5,351,000	5,360,000
Water/Sewer Revenue Bonds	WSB	28,650,000	12,200,000	8,600,000	5,850,000	-	-	2,000,000
Water/Sewer Operating Fund	WSOF	13,796,000	5,412,000	2,945,000	2,529,000	1,110,000	1,050,000	750,000
Total Cost		**336,595,000**	**113,535,200**	**49,316,800**	**81,755,400**	**41,701,100**	**23,891,400**	**26,395,100**

GENERAL CIP FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
REVENUE & OTHER SOURCES						
Property Taxes	$ 8,765,400	$ 9,257,500	$ 9,535,200	$ 9,821,300	$ 10,115,900	$ 10,419,400
Interest Earnings	500,000	225,000	225,000	225,000	225,000	225,000
Bond Proceeds	-	2,300,000	25,569,500	15,000,000	-	-
Transfer from Motor Pool Fund (CRC)	1,678,900	1,748,900	1,703,300	1,485,000	838,100	760,500
Transfer from General Fund (1%)	5,469,000	1,227,500	1,288,900	1,353,300	1,421,000	1,492,100
Transfer from Other Sources	22,391,600	3,034,400	15,555,000	3,532,400	675,000	2,750,000
Fund Balance	9,261,400	258,400	30,300	161,000	2,701,000	1,385,600
TOTAL REVENUE & OTHER SOURCES	**$ 48,066,300**	**$ 18,051,700**	**$ 53,907,200**	**$ 31,578,000**	**$ 15,976,000**	**$ 17,032,600**
EXPENDITURES & OTHER USES FUNDED BY GENERAL FUND REVENUE						
Police Services	$ 1,330,000	$ 480,000	$ 90,000	$ 285,000	$ 290,000	$ 160,000
Fire-Rescue Services	5,147,900	233,000	2,648,400	593,900	2,206,600	2,466,200
Municipal Services	20,366,700	5,683,400	18,119,000	5,744,000	3,374,000	5,814,000
Information Services	1,437,000	1,127,000	1,020,000	1,195,000	1,025,000	1,570,000
City Manager	1,600,000	50,000	50,000	50,000	50,000	50,000
Recreation Services	5,192,300	3,122,200	2,519,300	1,609,300	4,198,800	1,875,300
Police Services - Bonds	-	2,300,000	25,569,500	15,000,000	-	-
Recreation Services - Library	9,050,000	-	-	-	-	-
Municipal Services - Debt Service	695,200	692,200	687,600	691,900	689,600	690,100
Tax Increment - CRA	$ 448,900	$ 471,000	$ 494,600	$ 519,300	$ 545,300	$ 572,600
TOTAL EXPENDITURES & OTHER USES	**$ 45,268,000**	**$ 14,158,800**	**$ 51,198,400**	**$ 25,688,400**	**$ 12,379,300**	**$ 13,198,200**
FUNDED BY OTHER SOURCES						
Transfer to General Fund	$ 1,678,900	$ 1,748,900	$ 1,703,300	$ 1,485,000	$ 838,100	$ 760,500
Vehicle / Heavy Equipment	861,000	2,113,700	844,500	1,703,600	1,373,000	1,324,500
TOTAL FUNDED BY OTHER SOURCES	**$ 47,807,900**	**$ 18,021,400**	**$ 53,746,200**	**$ 28,877,000**	**$ 14,590,400**	**$ 15,283,200**
RESERVE	**$ 258,400**	**$ 30,300**	**$ 161,000**	**$ 2,701,000**	**$ 1,385,600**	**$ 1,749,400**

TRANSPORTATION FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Local Option Gas Tax	$ 2,282,000	$ 2,396,100	$ 2,468,000	$ 2,542,000	$ 2,618,300	$ 2,696,800
Interest	200,000	75,000	75,000	75,000	75,000	75,000
Fund Balance	2,464,000	487,000	441,900	504,800	775,800	-
Total Revenue & Other Sources	$ 4,946,000	$ 2,958,100	$ 2,984,900	$ 3,121,800	$ 3,469,100	$ 2,771,800
Expenditures and Other Uses:						
Pavement Resurfacing	$ 550,000	$ 550,000	$ 550,000	$ 550,000	$ 550,000	$ 550,000
Bridge / Seawall Maintenance	206,000	180,000	40,000	180,000	40,000	180,000
Railroad Crossings	100,000	100,000	100,000	100,000	100,000	100,000
Traffic Improvements	684,000	360,000	465,000	30,000	30,000	30,000
El Rio Shared Use Pathway - Phase 3	630,000	-	-	-	-	-
Sidewalk Links to Schools	204,500	130,000	130,000	130,000	130,000	130,000
Transportation Demand Management Implementation	1,651,200	762,500	762,500	762,500	762,500	762,500
El Rio Shared Use Pathway - Phase 4	-	-	-	143,500	798,000	-
SW 13th Street & SW 12th Avenue Bicycle Lanes	-	-	-	-	452,000	-
Potomac Road	-	-	-	-	9,000	220,000
NW 7th Street Enhancement Project	-	-	-	-	-	400,000
NW 8th St. Between NW 9th Ct. & NW 12th Ave.	-	-	-	-	-	125,000
Patch Reef Trail	-	-	-	225,000	-	720,000
St. Andrews Blvd. Bicycle lanes - Phase 1	-	-	-	225,000	536,000	-
St. Andrews Blvd. Bicycle lanes - Phase 2	-	-	-	-	225,000	480,000
SW 18th Street Sidewalks & Bicycle Lanes - Phase 1	-	-	-	-	225,000	746,000
Transfer to:						
Bond Sinking Fund (Net)	$ 433,300	$ 433,700	$ 432,600	$ -	$ -	$ -
Total Expenditures and Other Uses	$ 4,459,000	$ 2,516,200	$ 2,480,100	$ 2,346,000	$ 3,857,500	$ 4,443,500
Reserve	$ 487,000	$ 441,900	$ 504,800	$ 775,800	$ (388,400)	$ (1,671,700)

BEACH & PARK DISTRICT FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Beach & Park District Fund	$ 2,058,000	$ 5,559,800	$ 4,867,600	$ 2,262,900	$ 3,333,400	$ 2,419,500
Revenue Bond	25,000,000	-	-	-	-	-
Contributions	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Total Revenue & Other Sources	$ 27,058,000	$ 5,559,800	$ 4,867,600	$ 2,262,900	$ 3,333,400	$ 2,419,500
Expenditures and Other Uses:						
Park Operations Facility Renovations and Development	$ 17,700	$ 246,800	$ -	$ -	$ -	$ -
Restroom Renovations	164,500	164,500	164,500	-	329,000	-
Ballfield/Bleachers & Dugout Renovations	20,000	232,000	175,000	-	-	-
Seawater Tank Renovation	1,000,000	-	-	-	-	-
Racquet Center Court Renovations	50,000	1,200,000	-	-	-	-
Swim and Racquet Center/Racquet Center and Pool Renovations	-	735,000	-	-	-	-
Restroom & Locker Room Renovation	-	145,000	-	-	-	-
Playground Renovations	191,100	200,000	-	-	-	-
Hurricane Shutters/Accordion-Style	25,000	-	-	-	-	-
Park/Golf Maintenance Enclosure	250,000	-	-	-	-	-
Countess de Hoernle Park	25,000,000	-	-	-	-	-
Dune Crossover and Boardwalk Renovations	-	354,200	921,800	227,900	958,200	286,200
Sugar Sand Maintenance Office and Storage Building	60,000	60,000	890,000	-	-	-
New Pump Room/SRC	-	60,000	350,000	-	-	-
A.C Replcmnt.-J.A. Rutherford Comm. Cntr.	-	-	93,000	-	-	-
Mizner Bark Rest Room	-	-	240,000	-	-	-
North Beach Renourishment	150,000	-	-	-	-	-
Computerized Security Management System	-	16,800	-	-	-	-
Debt Service	$ -	$ 2,000,000	$ 2,000,000	$ 2,000,000	$ 2,000,000	$ 2,000,000
Vehicle / Heavy Equipment	$ 129,700	$ 145,500	$ 33,300	$ 35,000	$ 46,200	$ 133,300
Total Expenditures and Other Uses	$ 27,058,000	$ 5,559,800	$ 4,867,600	$ 2,262,900	$ 3,333,400	$ 2,419,500
Reserve	$ -	$ -	$ -	$ -	$ -	$ -

DOWNTOWN INFRASTRUCTURE FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Bond Proceeds	$ -	$ -	$ -	$ -	$ -	$ -
Interest	50,000	30,000	20,000	20,000	20,000	20,000
Special Assessment	1,150,900	1,208,500	1,103,300	1,103,300	1,103,300	1,103,300
Fund Balance	873,000	761,700	843,700	863,700	883,700	903,700
Total Revenue & Other Sources	$ 2,073,900	$ 2,000,200	$ 1,967,000	$ 1,987,000	$ 2,007,000	$ 2,027,000
Expenditures and Other Uses:						
Downtown Design Standards	$ 200,000	$ -	$ -	$ -	$ -	$ -
Administration						
Transfer to Debt Service Fund	$ 1,112,200	$ 1,156,500	$ 1,103,300	$ 1,103,300	$ 1,103,300	$ 1,103,300
Total Expenditures and Other Uses	$ 1,312,200	$ 1,156,500	$ 1,103,300	$ 1,103,300	$ 1,103,300	$ 1,103,300
Ending Retained Earnings	$ 761,700	$ 843,700	$ 863,700	$ 883,700	$ 903,700	$ 923,700

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LAND DEDICATION FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Interest	$ 160,000	$ 170,000	$ 170,000	$ 170,000	$ 155,000	$ 155,000
Contributions	200,000	10,000	10,000	10,000	10,000	10,000
Fund Balance	3,913,600	3,411,600	3,591,600	3,771,600	3,951,600	3,903,600
Total Revenue & Other Sources	$ 4,273,600	$ 3,591,600	$ 3,771,600	$ 3,951,600	$ 4,116,600	$ 4,068,600
Expenditures and Other Uses:						
Ballfield/Bleachers & Dugout Renovations	$ 500,000	$ -	$ -	$ -	$ 134,300	$ -
Boca Raton Tennis Center / Court Upgrades	362,000	-	-	-	-	-
Skate Park Improvements	-	-	-	-	78,700	981,100
Total Expenditures and Other Uses	$ 862,000	$ -	$ -	$ -	$ 213,000	$ 981,100
Reserve	$ 3,411,600	$ 3,591,600	$ 3,771,600	$ 3,951,600	$ 3,903,600	$ 3,087,500

STORMWATER UTILITY FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Interest	$ 63,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000
Stormwater Fees	2,205,000	2,315,300	2,431,100	2,552,700	2,680,300	2,814,300
Beginning Retained Earnings	2,593,300	1,128,100	1,581,800	1,979,000	2,692,400	3,264,700
Total Revenue & Other Sources	$ 4,861,300	$ 3,468,400	$ 4,037,900	$ 4,556,700	$ 5,397,700	$ 6,104,000
Expenditures and Other Uses:						
Drainage Improvements	$ 780,000	$ 540,000	$ 540,000	$ 490,000	$ 490,000	$ 490,000
Work Order System Replacement	50,000	-	-	-	-	-
Hidden Valley	125,000	-	-	-	-	-
Boca Raton Hills Sanitary Sewers	-	100,000	-	-	-	-
Boca Raton Heights Drainage Improvements	1,091,000	-	-	-	-	-
Vehicle/Heavy Equipment	$ 500,000	$ -	$ 210,000	$ -	$ 200,000	$ -
Operational Costs:						
Design	$ 534,000	$ 560,700	$ 588,700	$ 618,100	$ 649,000	$ 681,500
Maintenance	653,200	685,900	720,200	756,200	794,000	833,700
Total Expenditures and Other Uses	$ 3,733,200	$ 1,886,600	$ 2,058,900	$ 1,864,300	$ 2,133,000	$ 2,005,200
Ending Retained Earnings	$ 1,128,100	$ 1,581,800	$ 1,979,000	$ 2,692,400	$ 3,264,700	$ 4,098,800

WATER & SEWER FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Water & Sewer Operating	$ 15,675,700	$ 41,939,000	$ 14,449,000	$ 10,710,000	$ 6,401,000	$ 6,280,000
Special Assessment	478,000	55,000	185,000	-	112,000	-
Water & Sewer Impact Fees	4,484,000	3,450,000	5,600,000	250,000	-	-
Water & Sewer Bond	12,200,000	9,300,000	5,850,000	-	-	2,000,000
Beginning Retained Earnings	22,876,400	22,936,400	50,205,400	50,265,400	50,625,400	50,675,400
Total Revenue & Other Sources	$ 55,714,100	$ 77,680,400	$ 76,289,400	$ 61,225,400	$ 57,138,400	$ 58,955,400
Expenditures and Other Uses:						
Wastewater Upgrades, Replacement and Expansion	$ 1,500,000	$ 7,850,000	$ 10,050,000	$ 100,000	$ 100,000	$ 2,100,000
Security Enhancements	500,000	100,000	100,000	100,000	100,000	100,000
Pump Station Modifications	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Sewer System Repairs	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Raw Water Well Equipment	2,850,000	750,000	300,000	300,000	300,000	300,000
Water / Wastewater Replacements	2,233,700	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
In-City Reclamation Irrigation System (IRIS)	7,500,000	2,000,000	2,000,000	500,000	500,000	500,000
Building Alterations	1,000,000	100,000	100,000	100,000	100,000	100,000
Water Treatment Facility Improvements	6,350,000	2,500,000	4,500,000	5,500,000	1,500,000	1,500,000
Hidden Valley	4,000,000	-	-	-	-	-
Membrane Replacements	-	2,500,000	2,500,000	-	-	-
Boca Raton Hills Sanitary Sewers	210,000	1,400,000	1,000,000	-	-	-
Easterly	-	85,000	784,000	-	-	-
Intracoastal Parallel Force Main	-	660,000	-	-	-	-
Lake Wyman	-	70,000	650,000			
Water Network System Improvement	1,100,000	5,850,000	500,000	500,000	-	-
Spanish Village, Phase II	584,000	-	-	-	-	-
A1A	-	-	-	50,000	412,000	-
Boca Raton Heights Drainage Improvements	2,040,000	-	-	-	-	-
Pavement Resurfacing	50,000	50,000	50,000	50,000	50,000	50,000
Potomac Road	-	-	-	-	1,000	10,000
Vehicle / Heavy Equipment	$ 460,000	$ 160,000	$ 90,000	$ -	$ -	$ 170,000
Total Expenditures and Other Uses	$ 32,777,700	$ 27,475,000	$ 26,024,000	$ 10,600,000	$ 6,463,000	$ 8,230,000
Ending Retained Earnings	$ 22,936,400	$ 50,205,400	$ 50,265,400	$ 50,625,400	$ 50,675,400	$ 50,725,400

CEMETERY / MAUSOLEUM FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Cemetery/Perpetual Care Fund	$ 17,800	$ 8,900	$ -	$ -	$ 4,500	$ 22,100
Mausoleum Perpetual Care Fund	7,700	656,100	29,000	-	41,800	31,700
Total Revenue & Other Sources	$ 25,500	$ 665,000	$ 29,000	$ -	$ 46,300	$ 53,800
Expenditures and Other Uses:						
Repainting Cemetery and Mausoleum Bldgs	$ -	$ 40,000	$ -	$ -	$ 46,300	$ -
Reroof Buildings	-	625,000	-	-	-	22,100
Cemetery/Mausoleum Hurricane Restoration	25,500	-	-	-	-	-
Mausoleum Complex Sealing	-	-	29,000	-	-	31,700
Total Expenditures and Other Uses	$ 25,500	$ 665,000	$ 29,000	$ -	$ 46,300	$ 53,800
Ending Retained Earnings	$ -	$ -	$ -	$ -	$ -	$ -

GOLF COURSE FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
Golf Course Operating	$ 36,700	$ -	$ -	$ -	$ 475,000	$ 475,000
Golf Course Renewal & Replacement	213,000	223,700	234,900	246,600	258,900	271,800
Revenue Bond	-	1,920,000	-	3,000,000	-	-
Beginning Retained Earnings	784,600	716,200	732,500	396,000	218,600	279,500
Total Revenue & Other Sources	$ 1,034,300	$ 2,859,900	$ 967,400	$ 3,642,600	$ 952,500	$ 1,026,300
Expenditures and Other Uses:						
Renovate Tees, Greens, and Bunkers	$ 60,000	$ 1,920,000	$ -	$ -	$ -	$ -
Landscape Improvements	25,000	25,000	25,000	20,000	20,000	20,000
Municipal Clubhouse Air Conditioning Units	-	-	35,000		-	-
Global Positioning System (GPS)	-	-	-	30,000	-	
Clubhouse/Driving Range/Parking Renovations	99,400	49,400	49,400	3,000,000		
Cart Storage Barn Awning and Drainage	-	-	35,000			
Municipal Course Maintenance Complex	36,700	-	-	-	-	-
Computer Point of Sale System	20,000	-	-	-	-	-
Debt Service	$ -	$ -	$ 200,000	$ 250,000	$ 475,000	$ 475,000
Vehicle/Heavy Equipment(Net)	$ 77,000	$ 133,000	$ 227,000	$ 124,000	$ 178,000	$ 153,000
Total Expenditures and Other Uses	$ 318,100	$ 2,127,400	$ 571,400	$ 3,424,000	$ 673,000	$ 648,000
Ending Retained Earnings	$ 716,200	$ 732,500	$ 396,000	$ 218,600	$ 279,500	$ 378,300

INFORMATION TECHNOLOGY FUND

	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
Revenue and Other Sources:						
General Fund CIP	$ 1,437,000	$ 1,127,000	$ 1,050,000	$ 1,395,000	$ 1,495,000	$ 870,000
Golf Course	8,000	8,000	8,000	8,000	8,000	8,000
Water & Sewer	60,000	60,000	60,000	360,000	50,000	50,000
Beach & Park District	37,000	37,000	37,000	37,000	37,000	37,000
Fund Balance	5,976,500	5,546,500	5,441,500	5,366,500	5,461,500	5,656,500
Total Revenue & Other Sources	$ 7,518,500	$ 6,778,500	$ 6,596,500	$ 7,166,500	$ 7,051,500	$ 6,621,500
Expenditures and Other Uses:						
Network Computer Systems Upgrade	$ 400,000	$ 400,000	$ 400,000	$ 600,000	$ 400,000	$ 400,000
Network Infrastructure (N)	80,000	80,000	100,000	100,000	100,000	100,000
AS/400 System Enhancements	30,000	30,000	30,000	30,000	200,000	30,000
Public Safety Field Automated Report Sys (FARS)	463,000	415,000	415,000	415,000	415,000	415,000
Electronic Mail / Server Upgrades	127,000	127,000	-	-	-	-
EMS Hardware Replacement	250,000	-	-	-	-	-
Geographic Information System	125,000	125,000	125,000	125,000	125,000	-
Citywide Digital Records Mgmt Sys	75,000	25,000	25,000	-	-	-
Network Printer Upgrade	60,000	50,000	50,000	50,000	50,000	50,000
HTE Software Replacement	-	-	-	300,000	30,000	700,000
Emergency Backup System	135,000	-	-	-	-	-
Electronic Building Plans	99,000	-	-	-	-	-
Technology Updates	75,000	75,000	75,000	75,000	75,000	-
Utilities Infrastructure for GIS	10,000	10,000	10,000	10,000		
Library Internet Security	43,000	-	-	-	-	-
Total Expenditures and Other Uses	$ 1,972,000	$ 1,337,000	$ 1,230,000	$ 1,705,000	$ 1,395,000	$ 1,695,000
Ending Retained Earnings	$ 5,546,500	$ 5,441,500	$ 5,366,500	$ 5,461,500	$ 5,656,500	$ 4,926,500

CITY-WIDE SUMMARY

OF PROJECTS

Section	Funding Source	Estimated Total Cost	SCHEDULE OF PLANNED CIP EXPENDITURES 2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Police Services	GFR	2,535,000	1,330,000	380,000	90,000	285,000	290,000	160,000
	GOB-PS	32,000,000	-	2,000,000	15,000,000	15,000,000	-	-
	PBC	100,000	-	100,000	-	-	-	-
	RB-PS	10,869,500	-	300,000	10,569,500	-	-	-
		45,504,500	1,330,000	2,780,000	25,659,500	15,285,000	290,000	160,000
Fire/Rescue Services	DEM	33,000	33,000	-	-	-	-	-
	GFR	13,263,000	5,114,900	233,000	2,648,400	593,900	2,206,600	2,466,200
		13,296,000	5,147,900	233,000	2,648,400	593,900	2,206,600	2,466,200
Municipal Services	ACOE	3,750,000	3,750,000	-	-	-	-	-
	BPD	150,000	150,000	-	-	-	-	-
	CDBG	360,600	360,600	-	-	-	-	-
	DEP	4,250,000	2,875,000	-	-	-	125,000	1,250,000
	EDI	448,000	448,000	-	-	-	-	-
	FDOT	120,000	60,000	60,000	-	-	-	-
	FEMA	1,365,000	1,140,000	225,000	-	-	-	-
	FIND	250,000	-	-	250,000	-	-	-
	GFR	23,168,100	9,278,100	2,949,000	2,714,000	2,464,000	2,699,000	3,064,000
	MP	900,000	575,000	325,000	-	-	-	-
	PBC	2,590,000	2,040,000	-	-	-	50,000	500,000
	SA-MS	18,219,400	-	1,344,400	14,375,000	2,500,000	-	-
	SU	3,380,000	830,000	540,000	540,000	490,000	490,000	490,000
	TF	18,802,700	4,025,700	2,082,500	2,047,500	2,346,000	3,857,500	4,443,500
	USDOT	5,910,000	2,070,000	780,000	780,000	780,000	500,000	1,000,000
	WRR	311,000	50,000	50,000	50,000	50,000	51,000	60,000
		83,974,800	27,652,400	8,355,900	20,756,500	8,630,000	7,772,500	10,807,500
Recreation Services	BPD	34,828,200	26,778,300	3,414,300	2,834,300	227,900	1,287,200	286,200
	DTLDF	1,556,100	362,000	-	-	-	213,000	981,100
	ESL	922,400	470,000	200,000	-	252,400	-	-
	FIND	150,000	-	-	150,000	-	-	-
	FRDAP	200,000	200,000	-	-	-	-	-
	FSL	500,000	500,000	-	-	-	-	-
	GFR	25,244,800	12,522,300	2,922,200	2,369,300	1,356,900	4,198,800	1,875,300
	GOB-RS	550,000	550,000	-	-	-	-	-
	LDF	500,000	500,000	-	-	-	-	-
		64,451,500	41,882,600	6,536,500	5,353,600	1,837,200	5,699,000	3,142,600
City Manager	GFR	300,000	50,000	50,000	50,000	50,000	50,000	50,000
	PBC	1,550,000	1,550,000	-	-	-	-	-
		1,850,000	1,600,000	50,000	50,000	50,000	50,000	50,000
Information Technology	BPD	222,000	37,000	37,000	37,000	37,000	37,000	37,000
	GC	48,000	8,000	8,000	8,000	8,000	8,000	8,000
	GFR	7,374,000	1,437,000	1,127,000	1,020,000	1,195,000	1,025,000	1,570,000
	IS	1,050,000	430,000	105,000	105,000	105,000	275,000	30,000
	WSOF	640,000	60,000	60,000	60,000	360,000	50,000	50,000
		9,334,000	1,972,000	1,337,000	1,230,000	1,705,000	1,395,000	1,695,000

CITY-WIDE SUMMARY

OF PROJECTS

Section	Funding Source	Estimated Total Cost	SCHEDULE OF PLANNED CIP EXPENDITURES 2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Golf Courses	GC	36,700	36,700	-	-	-	-	-
	GCRR	513,200	204,400	74,400	144,400	50,000	20,000	20,000
	RB-GC	4,920,000	-	1,920,000	-	3,000,000	-	-
		5,469,900	241,100	1,994,400	144,400	3,050,000	20,000	20,000
Cemetery/Mausoleum	CPCF	53,300	17,800	8,900	-	-	4,500	22,100
	MPCF	766,300	7,700	656,100	29,000	-	41,800	31,700
		819,600	25,500	665,000	29,000	-	46,300	53,800
Water & Sewer	SA-SW	830,000	478,000	55,000	185,000	-	112,000	-
	SIF	6,000,000	1,000,000	-	5,000,000	-	-	-
	SU	1,316,000	1,216,000	100,000	-	-	-	-
	WIF	7,784,000	3,484,000	3,450,000	600,000	250,000	-	-
	WRR	53,958,700	9,753,700	12,275,000	11,780,000	9,550,000	5,300,000	5,300,000
	WSB	28,650,000	12,200,000	8,600,000	5,850,000	-	-	2,000,000
	WSOF	13,156,000	5,352,000	2,885,000	2,469,000	750,000	1,000,000	700,000
		111,694,700	33,483,700	27,365,000	25,884,000	10,550,000	6,412,000	8,000,000
Downtown	SA-DT	200,000	200,000	-	-	-	-	-
		200,000	200,000	-	-	-	-	-
Total Project Costs:		336,595,000	113,535,200	49,316,800	81,755,400	41,701,100	23,891,400	26,395,100

CITY-WIDE SUMMARY OF MAJOR PROJECTS

PROJECT NO.	PROJECT TITLE	2007/08 APPROVED BUDGET	2008/09 PROPOSED BUDGET	2009/10 PROPOSED BUDGET	2010/11 PROPOSED BUDGET	2011/12 PROPOSED BUDGET	2012/13 PROPOSED BUDGET
600057	Countess de Hoernle Park Design and construction of lighted athletic fields and support amenities, including a park maintenance facility, access and interior roads, and infrastructure for drainage, water, sewer, electricity, parking, restrooms, etc.	$ 25,000,000	$ -	$ -	$ -	$ -	$ -
600035	Downtown Library Construction of a new Downtown Library is anticipated to be completed in FY 2008/09. New furnishings, equipment and shelving will be purchased in FY 2008/09.	8,500,000	-	-	-	-	-
440090	North Beach Renourishment Restoration of North Boca Raton beach located between Spanish River Boulevard and Red Reef Park, approximately 1.5 miles in length by approximately 150' wide, at a height of approximately 9' above sea level.	7,500,000	-	-	-	-	-
470018	In-City Reclamation Irrigation System (IRIS) Construction of reclaimed water system components.	7,500,000	2,000,000	2,000,000	500,000	500,000	500,000
470015	Water Treatment Facility Improvements Rehabilitation of the lime softening water treatment facilities.	6,350,000	2,500,000	4,500,000	5,500,000	1,500,000	1,500,000
420088	NW 12th Ave. Reconstruction of NW 12th Avenue from the 500 block to Palmetto Park Road from a two-lane road to a four-lane road including drainage, sidewalks, bike lanes, landscape medians, signal modification and pavement markings.	4,465,700	-	-	-	-	-
250401	New Fire Station #5 Complete demolition of the existing fire station and replacement with a new fire station of similar design to Fire Station #1, with a West Battalion Headquarters.	4,300,000	-	-	-	-	-
470025	Hidden Valley Installation of sanitary sewers in the Hidden Valley area.	4,125,000	-	-	-	-	-
440080	South Beach Renourishment South Beach renourishment through contract dredging.	3,151,200	-	-	-	-	-
470298	Boca Raton Heights Drainage Improvements The installation of a closed drainage system will alleviate flooding along SW 3rd Avenue in the Boca Raton Heights Subdivision. Project also includes the installation of sanitary sewer to service properties currently on septic tank systems and the relocation of portable water lines from the rear lots areas to the street frontage.	3,131,000	-	-	-	-	-
TOTAL		**$ 74,022,900**	**$ 4,500,000**	**$ 6,500,000**	**$ 6,000,000**	**$ 2,000,000**	**$ 2,000,000**

CAPITAL IMPROVEMENTS PROGRAM
OPERATIONAL IMPACT
CITY-WIDE PROJECTS SUMMARY FY 2007-08

ITEM #	CIP #	DESCRIPTION	ESTIMATED COST FY 07/08	IMPACT ON OPERATING BUDGET FY 07/08	FUTURE	Personnel	Operating	Supplies	Capital Outlay
1	250401	New Fire Station #5 - Complete demolition of the existing fire station and replacement with a new fire station of similar design to Fire Station 1, with a West Battalion Headquarters.	$ 300,000	$ -	$ 33,000	N/A	FY 08/09 $3,000 - Telecommunications, Electricity, Other Maintenance, Janitorial Supplies, General Operating Supplies	FY 08/09 $15,000 - oven, TV, kitchen appliances, bookcases, beds, etc.	FY 08/09 - $15,000 - kitchen table and chairs, weight room equipment
2	250026	Hazardous Materials ID Unit - Purchase of a new hazardous materials detection device.	80,000	-	5,000	N/A	FY 08/09 - $5,000 - Continuing maintenance costs	N/A	N/A
3	250016	Addition/Renovation Fire Station #6 - Addition/Renovation of Fire Sta #6.	-	-	3,000	N/A	FY 11/12 - $3,000 - Increased utility costs	N/A	N/A
4	440048	Traffic Improvements - Ongoing program of traffic improvements to public street system.	1,142,000	-	104,900	N/A	FY 08/09 - $20,000 - Beautification, Irrigation Supplies; FY 09/10 -$20,000 - Beautification, Irrigation Supplies; FY 10/11 - $24,900 - Beautification, Irrigation Supplies, Electricity, Water & Stormwater, Radio Equipment Maint. FY 11/12 - $20,000 - Beautification, Irrigation Supplies FY 12/13 - $20,000 Beautification, Irrigation Supplies	N/A	N/A
5	440017	El Rio Shared Use Pathway - Phase 3 - The project will provide a 12' wide shared use pathway along the El Rio Canal between Yamato Road to L-40 Canal.	1,630,000	-	41,700	N/A	FY 08/09 - $41,700 - Landscape Maintenance Contract	FY 08/09 - $2,400 - Irrigation Supplies, supplies for miscellaneous repair and safety equipment	N/A
6	440090	North Beach Renourishment - Restoration of North Boca Raton beach located between Spanish River Boulevard and Red Reef Park, approximately 1.5 miles in length by approximately 150' wide, at a height of approximately 9' above sea level.	7,500,000	150,000	-	N/A	FY 07/08 - $150,000 - Beach Monitoring (ten-year storm protection to the upland properties, replacement of eroded material and additional advanced fill)	N/A	N/A
7	420012	Pearl City Infrastructure Improvements - Project development, phasing/implementation of infrastructure improvements in general conformance with the Pearl City Citizen Master Plan.	808,600	-	147,000	N/A	FY 08/09 - $135,000 - Beautification Maintenance	FY 08/09 - $12,000 - Irrigation Supplies	N/A
8	440084	Renovations at City Facilities - Building renovations at various City facilities.	150,000	-	50,000	N/A	FY 00/12 - $50,000 - Building Maintenance for new operations at Downtown Library facility	N/A	N/A
9	420014	Transportation Demand Management Implementation - Implement Transportation Demand Management by promoting the use of alternative modes of transportation to reduce trip generation and peak hour traffic. Revenues: Controlled parking = $890,000 annually.	1,399,000	-	17,593,300	FY 08/09 $90,000 +4 FTE = $41,750 one meter reader, $41,750 one parking enforcement officer, $100,200 two maintenance workers ($50,100/ea)	FY 08/09 $90,000 other professional services, $729,300 to operate feeder bus system; FY 09/10 $2,400,000 to operate shuttle vehicle, $35,400 to operate and maintain the controlled parking equipment; FY 10/11 $34,900 to operate and maintain the controlled parking equipment; and FY 11/12 $14,000,000 to operate the multi-modal interconnecting shuttle system.	N/A	FY 08/09 $150,000 purchase four maintenance vehicles ($30,000/ea.)
10	440027	El Rio Shared Use Pathway - Phase 4 - Provide a 12' wide shared use pathway along the El Rio Canal between L-40 Canal and Congress Avenue.	-	-	18,900	N/A	FY 12/13 - $17,800 - Maintenance of landscape material, Landscape Maintenance Contract, on-going sweeping operations	FY 12/13 - $1,100 - Irrigation Supplies and supplies for miscellaneous repair and safety equipment	N/A

CAPITAL IMPROVEMENTS PROGRAM
OPERATIONAL IMPACT
CITY-WIDE PROJECTS SUMMARY FY 2007-08

ITEM #	CIP #	DESCRIPTION	ESTIMATED COST FY 07/08	IMPACT ON OPERATING BUDGET FY 07/08	FUTURE	Personnel	Operating	Supplies	Capital Outlay
11	440158	Potomac Road - The project includes adding two lanes to the existing two lanes from the E-3 1/2 Canal to Military Trail, including sidewalks, bike lanes, landscaped medians, drainage and signal modifications. The total length of the project is approximately 2400 feet.	$ -	$ -	$ 69,000	N/A	FY 12/13 - $59,000 - Beautification Maintenance	FY 12/13 - $10,000 - Irrigation Supplies and supplies for miscellaneous repair and safety equipment	N/A
12	440128	Traffic Operations Warehouse Building To construct a 5,000 square foot building for the purpose of Traffic storage facilities.	-	-	10,000	N/A	FY 09/10 - $10,000 - facilities maintenance for electricity, overhead door maintenance, pest control	N/A	N/A
13	420301	Traffic Calming - Ongoing program to install a combination of mainly physical measures that reduce the negative effects of motor vehicles, alter driver behavior and improve conditions for non-motorized street users.	396,000	-	19,200	N/A	FY 11/12 - $15,200 - Landscape and irrigation maintenance	FY 12/13 - $4,000 - Landscape and irrigation maintenance	N/A
14	440074	Advanced Traffic Management System - The (ATMS) is an Intelligent Transportation System (ITS) related project that will help manage effective traffic flow and improve transportation security through the use of advanced technologies.	1,070,000	-	60,000	FY 10/11 - $60,000 - 1 FTE - Network Analyst/Technician	N/A	N/A	N/A
15	440023	Work Order System Replacement - Replacement work order software for Facilities Maintenance, Streets, Stormwater, Sign Shop and Signals.	150,000	-	8,000	N/A	FY 08/09 - $8,000 - Software training and annual technical support agreement	N/A	N/A
16	440047	St. Andrews Blvd. Bicycle Lanes - Phase 1 - This project will provide design and construction of bicycle lanes along the west and east sides of St. Andrews Blvd., from Glades Road to NW 32nd Street.	225,000	-	4,500	N/A	FY 09/10 - $4,500 - Sweeping and maintenance of bicycle lanes and sidewalks	N/A	N/A
17	440057	St. Andrews Blvd. Bicycle Lanes - Phase 2 - This project will provide bicycle lanes on St. Andrews Blvd. between NW 32nd Street and Yamato Road.	-	-	4,500	N/A	FY 11/12 - $4,500 - Sweeping and maintenance of bicycle lanes and sidewalks	N/A	N/A
18	440037	SW 18th Street Sidewalks & Bicycle Lanes - Phase I - This project will provide sidewalks and bicycle lanes along SW 18th Street, between SW 12th Avenue and Federal Highway.	-	-	3,500	N/A	FY 10/11 - $3,500 - Sweeping and maintenance of bicycle lanes and sidewalks	N/A	N/A
19	440801	Fleet Maintenance & Fuel Tracking Software Upgrade - Upgrade fleet maintenance and fuel tracking software system.	250,000	-	20,000	N/A	FY 08/09 - $20,000 - Annual technical support contract	N/A	N/A
20	600028	Hillsboro/El Rio Park - Continued development of the 32 acre, lighted community park within the 45 acre site.	3,042,100	-	205,500	FY 08/09 - 3 FTE - $93,800 - 3 Groundskeepers	FY 08/09 - $49,600 - Disposal Fees, Water/Stormwater for irrigation, Equipment Rental, Radio maintenance contract, mower maintenance	FY 08/09 - $24,000 - Office supplies, fertilizer & chemicals, trees & shrubs, equipment repairs; uniforms, janitorial supplies, irrigation supplies	FY 08/09 - $38,100 - 5 portable radios, 61" riding mower, (2) 21" walk-behind mowers, 1-ton pick-up truck
21	600013	Park Operations Facility Renovations and Development - Construct new Park Operation Facilities, strategically placed City-wide, to meet the increasing demands of new park development and new roadway median maintenance operations.	88,200	-	91,300	N/A	FY 12/13 - $28,700 - IT charges, telecommunications, electricity, disposal fees, insurance premiums, office equipment maintenance, other maintenance, water & stormwater	FY 12/13 - $8,500 - General office supplies, general operating supplies, janitorial supplies, irrigation supplies	FY 08/09 - $25,200 - 4 desks, credenza, desk chairs, 5 bookshelves, conference table, 8 conference chairs, TV, VCR/DVD player, A/V cart, bulletin board, 3 storage cabinets, 8 pipe rack brackets, 10 single tier storage racks, 10 double tier storage racks FY 12/13 - $28,900 - Furniture and equipment, computers

CAPITAL IMPROVEMENTS PROGRAM
OPERATIONAL IMPACT
CITY-WIDE PROJECTS SUMMARY FY 2007-08

ITEM #	CIP #	DESCRIPTION	ESTIMATED COST FY 07/08	IMPACT ON OPERATING BUDGET FY 07/08	FUTURE	Personnel	Operating	Supplies	Capital Outlay
22	600178	Landscaping - Restoration and new construction of landscape medians including new irrigation or renovations and planting of trees, sod and native xeriscape plants.	$ 400,000	$ 27,100	$ 249,400	FY 11/12 - 1 FTE - $34,900 - 1 Irrigation Technician	FY 07/08 - $23,000 - continual maintenance of Spanish River Blvd (El Rio Canal to Military Trail) FY 09/10 - $54,800 - continual maintenance of landscape on Dixie Highway (Camino Real at SW 18th Street) FY 11/12 - $77,300 - continual maintenance of landscape on Clint Moore Road (I-95 to western City limit) FY 12/13 - $15,000 - continual maintenance of landscape on Congress Avenue (Clint Moore Road to north City limits)	FY 07/08 - $4,100 - Fertilizer, Trees & shrubs, chemicals, General Operating Supplies, Grass & Sod, Irrigation Supplies FY 09/10 - $12,800 - Fertilizer, Trees & shrubs, chemicals, General Operating Supplies, Grass & Sod, Irrigation Supplies FY 11/12 - $19,300 - Fertilizer, Trees & shrubs, chemicals, General Operating Supplies, Grass & Sod, Irrigation Supplies, Uniforms, Dues/Subscriptions FY 12/13 - $3,800 - Fertilizer, Trees & shrubs, chemicals, General Operating Supplies, Grass & Sod, Irrigation Supplies	FY 11/12 - $31,500 - Radio equipment, 1 pick-up truck
23	600501	Ballfield/Bleachers & Dugout Renovations - Renovations as needed at J.C. Mitchell Elementary School, Memorial Park, Meadows Park, Lake Wyman Park, Sand Pine Park, and Woodlands Park.	119,900	-	18,000	N/A	N/A	N/A	FY 09/10 - $18,000 - purchase and installation of bleacher
24	600042	Environmentally Sensitive Lands - Design and continuing construction of amenities at Rosemary Ridge, Gopher Tortoise and Cypress Knee Slough Preserve.	470,000	136,600	-	FY 07/08 - 2 FTE - $77,100 - 1 Groundskeeper, 1 Maintenance Supervisor III	FY 07/08 - $5,400 - Medical/Psych Exams, Educ & Training/Travel, Motor Pool Maintenance, Radio Equipment Maintenance	FY 07/08 - $3,700 - General Operating Supplies, Uniforms	FY 07/08 - $50,400 - Radio Equipment, 1 Pick-up truck
25	600062	Swim & Racquet Center/Racquet Center Renovations - Remove existing trailers and design/construct new office/public locker rooms, restrooms and staff work areas.	85,000	-	19,100	N/A	FY 09/10 - $13,500 - Other Professional Services, IT Charges, telecommunications, Electricity, Office Equipment Maintenance, Other Maintenance	FY 09/10 - $600 - General Office Supplies, Janitorial Supplies	FY 09/10 - $5,000 - Furniture & Equipment (desks, chairs, file cabinets, safe, lockers)
26	600064	Boca Raton Tennis Center - Design and construction of four clay courts over the existing four hard courts, with courtside amenities.	362,000	-	38,600	FY 08/09 - 1 FTE - $29,600 - 1 Groundskeeper	FY 08/09 - $7,500 - Operating/maintaining additional courts	FY 08/09 - $1,500 - General Operating Supplies, uniforms	N/A
27	600027	Hurricane Shutters/Accordion-Style - Install accordion-style shutters on all doors & windows of the Park Ranger/Ocean Rescue Headquarters and on the windows of the adjacent equipment/vehicle storage building.	75,000	-	(800)	FY 08/09 - ($800) - 15 less labor hours to prepare the building for a hurricane and 15 less labor hours to remove shutters following a hurricane	N/A	N/A	N/A
28	600057	Countess de Hoernle Park - Design and construction of lighted athletic fields and support amenities, including a park maintenance facility, access and interior roads, and infrastructure for drainage, water, sewer, electricity, parking, restrooms, etc.	25,000,000	-	2,042,100	FY 08/09 - 19 FTE - $627,800 - 2 Irrigation Technicians, 2 Athletic Assistants, 5 Groundskeepers, 1 Spray Equipment Operator, 1 District Supervisor, 1 Equipment Mechanic, 6 Park Rangers, 1 Secretary	FY 08/09 - $442,700 - IT Charges, Transportation Reimb., Education & Training/Travel, various maintenance costs, weatherproofing, printing, advertising, audits	FY 08/09 - $105,900 - General Office Supplies, Fertilizer, trees & shrubs, medical supplies, chemical supplies, General Operating Supplies, Uniforms, Janitorial Supplies, Grass & Sod, irrigation Supplies, Licenses/Certifications/ Dues/Subscriptions	FY 08/09 - $865,700 - Signage, Furniture & Equipment, vehicles, radio equipment, machinery & equipment, computers
29	600208	Automated Library System - New facilities will require purchase of new hardware and peripherals in FY 08/09.	-	-	67,500	N/A	FY 08/09 - $61,500 - IT charges, telecommunications, networking licenses	FY 08/09 - $6,000 - Computer related supplies	N/A

CAPITAL IMPROVEMENTS PROGRAM
OPERATIONAL IMPACT
CITY-WIDE PROJECTS SUMMARY FY 2007-08

ITEM #	CIP #	DESCRIPTION	ESTIMATED COST FY 07/08	IMPACT ON OPERATING BUDGET FY 07/08	FUTURE	Personnel	Operating	Supplies	Capital Outlay
30	600138	Irrigation System, Conservation Network - Continuing installation and upgrade of new computerized automated system.	$ -	$ -	$ 16,000	FY 09/10 - $7,400 - overtime for installation of water-saving devices FY 10/11 - $8,600 - overtime for installation of water-saving devices	N/A	N/A	N/A
31	600034	Sugar Sand Maintenance Office and Storage Building - Design and construction of staff offices, locker rooms, showers, meeting rooms and climate controlled storage for Explorium.	-	-	60,000	N/A	FY 08/09 - $23,700 - Telecommunications, Electricity, Other Maintenance	FY 08/09 - $14,100 - Office Supplies, General Operating Supplies	FY 08/09 - $22,200 - Bookshelves, computers, file cabinets, fax, copier
32	600238	Mizner Bark Rest Room - Continued development of the Mizner Bark. FY 2009/10 construction of restroom.	-	-	10,400	N/A	FY 09/10 - $5,400 - Electricity, Water/Stormwater	FY 09/10 - $5,000 - General Operating Supplies, Janitorial Supplies	N/A
33	600053	Skate Park Improvements - Design for new office/recreation room/bathroom building, pavilion, concrete slab and lighting for 11,000 additional square feet of skating surface.	-	-	21,900	FY 10/11 - ($2,700) - decrease due to facility being closed for construction (4 months) FY 11/12 - ($3,300) - decrease in PT salaries due to decreased hours and staffing levels due to demolition of shuffleboard courts	FY 10/11 - ($4,800) - decrease due to facility being closed for construction (4 months) FY 11/12 - $9,700 - alarm monitoring, IT charges, telecommunications, electricity Other maintenance	N/A	FY 10/11 - $23,000 - Furniture and Equipment (office furniture and file cabinets) and bleachers
34	600088	Buttonwood Park - Development of an 8-acre park site on SW 18th St. between I-95 and the Seaboard Coast Railroad. FY 2011/12 design park amenities. FY 2012/13, construct restroom, trail, playground, shelter, parking and basketball court.	-	-	124,200	FY 12/13 - 1 FTE - $31,500 - 1 Groundskeeper	FY 12/13 - $18,300 - Med/Psych Exam, Education & Training/Travel, Electricity, Disposal Fees, Water & Stormwater, Equipment Rental, Radio Maintenance, Park Area Maintenance	FY 12/13 - $16,200 - Fertilizer, Trees & Shrubs, Chemicals, General Operating Supplies, Uniforms, Janitorial Supplies, Irrigation Supplies	FY 12/13 - $58,200 - 2 Pick-up trucks, Radio Equipment, Machinery & Equipment
35	600288	Computerized Security Management System - incorporates a bar code scanning hand-held PDA device with a software program capable of tracking, scheduling and recording security inspection routes, comments, etc.	-	-	3,900	N/A	FY 08/09 - $3,900 - Annual software maintenance agreement	N/A	N/A
36	040030	Video Systems Upgrades/Expansion of Live Telecast - Ongoing upgrade of video systems and expansion of live telecast capability.	50,000	2,000	10,000	N/A	FY 07/08 - $2,000 - Equipment Maintenance FY 08/09 - $2,000 - Equipment Maintenance FY 09/10 - $2,000 - Equipment Maintenance FY 10/11 - $2,000 - Equipment Maintenance FY 11/12 - $2,000 - Equipment Maintenance FY 12/13 - $2,000 - Equipment Maintenance	N/A	N/A
37	510078	Electronic Building Plans - This software will provide a paperless plan check and review system; user-friendly interface for citizens to submit plans and assist agencies with managing the review and approval process quickly.	99,000	12,000	-	N/A	FY 07/08 - $12,000 - Annual Maintenance	N/A	N/A

CITY-WIDE SUMMARY

VEHICLE/HEAVY EQUIPMENT

Section	Funding Source	Estimated Total Cost	SCHEDULE OF PLANNED CIP EXPENDITURES 2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Police Services	CRC-GF	471,500	122,400	99,400	80,900	78,800	90,000	-
	GFR	1,226,300	75,800	138,300	165,900	301,400	145,800	399,100
		1,697,800	198,200	237,700	246,800	380,200	235,800	399,100
Fire/Rescue Services	CRC-GF	5,074,500	1,030,800	1,002,500	1,196,800	941,200	405,200	498,000
	GFR	4,821,200	513,900	1,319,500	378,100	899,000	924,500	786,200
		9,895,700	1,544,700	2,322,000	1,574,900	1,840,200	1,329,700	1,284,200
Municipal Services	CRC-GF	1,785,800	406,800	513,900	275,600	396,300	193,200	-
	CRC-SU	497,500	322,600	-	111,200	-	63,700	-
	GFR	1,606,800	208,200	526,500	131,800	495,200	245,100	-
	SU	412,500	177,400	-	98,800	-	136,300	-
		4,302,600	1,115,000	1,040,400	617,400	891,500	638,300	-
Recreation Services	BPD	523,000	129,700	145,500	33,300	35,000	46,200	133,300
	CRC-GF	882,900	118,900	133,100	150,000	68,700	149,700	262,500
	GFR	566,000	63,100	129,400	168,700	8,000	57,600	139,200
	ROWB	67,300	-	50,000	-	17,300	-	-
		2,039,200	311,700	458,000	352,000	129,000	253,500	535,000
Golf Courses	GCRR	892,000	77,000	133,000	227,000	124,000	178,000	153,000
		892,000	77,000	133,000	227,000	124,000	178,000	153,000
Water & Sewer	CRC-WS	270,900	153,400	34,000	83,500	-	-	-
	WSOF	609,100	306,600	126,000	6,500	-	-	170,000
		880,000	460,000	160,000	90,000	-	-	170,000
Total Vehicle Costs:		19,707,300	3,706,600	4,351,100	3,108,100	3,364,900	2,635,300	2,541,300

SUMMARY OF FUNDING SOURCES
VEHICLE/HEAVY EQUIPMENT
(Revenues)

Funding Source		Total Cost	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Beach and Park District	BPD	523,000	129,700	145,500	33,300	35,000	46,200	133,300
Capital Recovery Costs - General Fund	CRC-GF	8,214,700	1,678,900	1,748,900	1,703,300	1,485,000	838,100	760,500
Capital Recovery Costs - Stormwater	CRC-SU	497,500	322,600	-	111,200	-	63,700	-
Capital Recovery Costs - Water & Sewer	CRC-WS	270,900	153,400	34,000	83,500	-	-	-
Golf Course Renewal & Replacement Fund	GCRR	892,000	77,000	133,000	227,000	124,000	178,000	153,000
General Fund Revenue	GFR	8,220,300	861,000	2,113,700	844,500	1,703,600	1,373,000	1,324,500
Right-of-Way Beautification Fund	ROWB	67,300	-	50,000	-	17,300	-	-
Stormwater Utility Fund	SU	412,500	177,400	-	98,800	-	136,300	-
Water/Sewer Operating Fund	WSOF	609,100	306,600	126,000	6,500	-	-	170,000
Total Cost		**19,707,300**	**3,706,600**	**4,351,100**	**3,108,100**	**3,364,900**	**2,635,300**	**2,541,300**

CAPITAL IMPROVEMENTS PROGRAM
OPERATIONAL IMPACT
CITY-WIDE VEHICLE / HEAVY EQUIPMENT SUMMARY FY 2007-08

ITEM #	CIP #	DESCRIPTION	ESTIMATED COST FY 07/08	IMPACT ON OPERATING BUDGET					
				FY 07/08	FUTURE	Personnel	Operating	Supplies	Capital Outlay
1	V44001	Trash Truck (R) - Systematic replacement of trash trucks (FY 07/08 #5224; FY 08/09 #5200 and #5274; FY 11/12 #5201).	$ 90,000	$ -	$ 29,400	N/A	FY 08/09 - $9500 - CRC increase FY 09/10 - $10,900 - CRC increase FY 12/13 - $9,000 - CRC increase	N/A	N/A
2	V44002	Swing Crane Trucks (R) - Systematic replacement of sanitation swing crane trucks (FY 07/08 #6200, #6201 and #6221; FY 09/10 #6270 and #6271; FY 10/11 #6260 and #6261; and FY 11/12 #6202).	315,000	-	34,800	N/A	FY 08/09 - $10,300 - CRC increase FY 10/11 - $8,100 - CRC increase FY 11/12 - $10,600 - CRC increase FY 12/13 - $5,800 - CRC increase	N/A	N/A
3	V44003	Garbage Trucks (R) - Systematic replacement of garbage trucks (FY 07/08 #7274; FY 08/09 #7275, #7276, #7277, and #7278; FY 10/11 #7279, #7280, and #7281; FY 11/12 #7282).	210,000	-	105,200	N/A	FY 08/09 - $11,000 - CRC increase FY 09/10 - $43,800 - CRC increase FY 11/12 - $37,600 - CRC increase FY 12/13 - $12,800 - CRC increase	N/A	N/A
4	V44028	Stormwater TV Truck (R) - Replacement of one TV Truck and Equipment (#8463)	-	-	13,500	N/A	FY 12/13 - $13,500 - CRC increase	N/A	N/A
5	V44018	Skid Steer Loader (R) - Purchase of one replacement Skid Steer Loader (#8507)	-	-	4,400	N/A	FY 12/13 - $4,400 - CRC increase	N/A	N/A
6	V44044	Jet/Vac Truck - Purchase of one replacement water jet and vacuum truck.	300,000	-	18,100	N/A	FY 08/09 - $18,100 - CRC increase	N/A	N/A
7	V44054	Truck Mounted Sweepers - Purchase two replacement truck mounted sweepers. FY 07/08 #8509 and FY 09/10 #8502.	200,000	-	9,600	N/A	FY 08/09 - $9,600 - CRC increase FY 10/11 - $9,300 - CRC increase	N/A	N/A
8	V44074	Bucket Trucks - Purchase of replacement bucket trucks.	-	-	8,000	N/A	FY 10/11 - $8,000 - CRC increase	N/A	N/A
9	V44007	Trailer - Purchase of one replacement low-boy trailer (#9578)	-	-	2,400	N/A	FY 10/11 - $2,400 - CRC increase	N/A	N/A

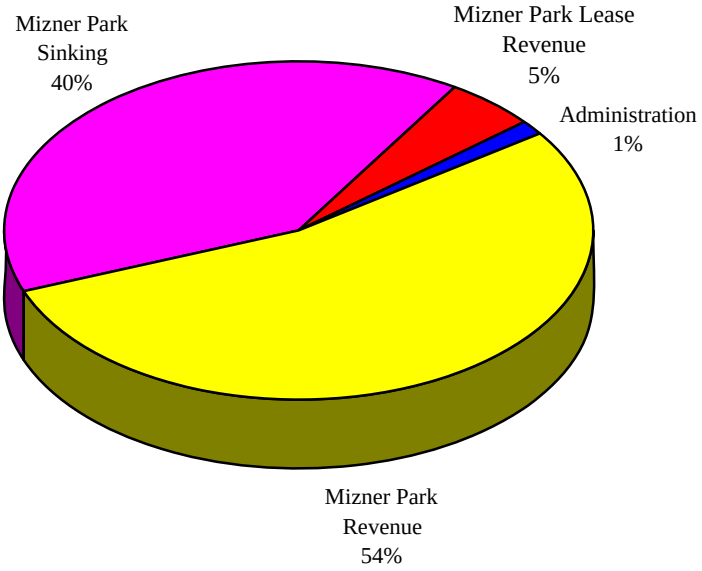
COMMUNITY REDEVELOPMENT AGENCY

Leif J. Ahnell, Executive Director

The mission of the CRA is to advocate, administer the policies, and assist the public, downtown property owners and businesses in order to achieve the CRA Vision of the Downtown.

The organizational values of the CRA are to maximize the benefits of Downtown Redevelopment while minimizing costs through the integration and use of City staff.

The CRA Administration provides for the day-to-day operation of the Agency through the use of City staff from the Development Services Department. This includes the Agency's office, all general administration, plan review services and the Agency's day-to-day dealings with the public, developers, the City and other governmental agencies.



DIVISION	APPROVED 2007-08 BUDGET
Administration	$ 326,200
Mizner Park Revenue	12,967,600
Mizner Park Sinking	9,595,800
Mizner Park Lease Revenue	1,180,000
TOTAL	**$ 24,069,600**

EXPENDITURE BY CATEGORY	ACTUAL 2005-06 BUDGET	APPROVED 2006-07 BUDGET	REVISED 2006-07 BUDGET	APPROVED 2007-08 BUDGET
Personal Services	96,690	108,500	108,500	174,700
Other Operating	125,735	270,900	413,700	123,300
Supplies	2,703	3,600	3,600	3,200
Capital Outlay	2,711	-	-	-
Transfers	7,930,407	7,951,200	7,951,200	7,488,900
Debt Service	6,379,406	6,555,600	6,555,600	6,454,000
Sub-Total	**14,537,652**	**14,889,800**	**15,032,600**	**14,244,100**
Reserves	5,134,894	7,253,900	7,253,900	9,825,500
TOTAL	**19,672,546**	**22,143,700**	**22,286,500**	**24,069,600**
Full-time Employees	0.00	0.00	0.00	1.65

CITY MANAGER

COMMUNITY REDEVELOPMENT AGENCY

ADMINISTRATION

.25 Development Services Director (.75 Development Services split)
.50 Special Projects Director (.50 Financial Services split)
.40 Office Supervisor II (.60 Development Services split)
.50 Planner (.50 Development Services split)

+ .50 Special projects Director

= BUDGET DIVISION

Approved Positions FY 06/07	1.15
Revised Positions FY 06/07	-
Personnel Changes FY 07/08	+.50
Approved Positions FY 07/08	**1.65**

INDEX

FY 2007-2008 Approved Budget	Approved Budget Page	Budget Detail Page
A		
Accounting	124-134	59-60
Accounts Payable	124-134	63-64
Affordable Housing Program	189-194	211-212
Aid to Victims of Domestic Assault (AVDA)	n/a	195-197
Alzheimer's Disease and Related Disorders	n/a	195-197
Angel Flight Southeast/Flighline	n/a	195-197
Aquatics	177-187	166-168
Assessed Valuation	24, 63	n/a
Association for Retarded Citizens (The ARC)	n/a	195-197
Athletics	177-187, 201-207	160-161
B		
Barton's Boosters	n/a	195-197
Beach and Park District	201-207	247-274
Beautification Maintenance	197-200	241-246
Boards & Committees	115-118	46-47
Boca Ballet Theatre Company, Inc.	n/a	195-197
Boca Helping Hands	n/a	195-197
Boca Raton Cultural Corsortium	n/a	195-197
Boca Raton Municipal Golf Course	225-228	406-418
Boca Raton Museum of Art	n/a	195-197
Boca Raton Philharmonic Symphonia	n/a	195-197
Boca Raton Singers	n/a	195-197
Boca Raton Society for Disabled	n/a	195-197
Boca Raton's Promise	n/a	195-197
Bonds (See Debt)	236-245	n/a
Boys & Girls Clubs of PBC (New Pines Foundation)	n/a	195-197
Budget Information	5-6, 25-45	n/a
Building Inspection	135-143	n/a
C		
Camp Programs	177-187	156-157
Caldwell Theatre Company	n/a	195-197
Capital Projects	246-267	198, 273-274, 288-304, 387-397
CATS Program	189-194	195-197
Cemetery	222-224	398-405, 452-455
Centre for the Arts	n/a	195-197
CDBG	189-194	200-209
Chief of Police Office	144-153	81-83
Children's Museum of Boca Raton (Singing Pines)	n/a	195-197
Children's Place at Home Safe, Inc.	n/a	195-197
City Attorney	122-123	52-54

INDEX

FY 2007-2008 Approved Budget	Approved Budget Page	Budget Detail Page
City Clerk	117-118	43-45
City Council	113-114	36-38
City Manager	115-121	39-51, 289-290
Code Compliance / Licensing	135-143	74-76
Communications/Dispatch	154-162	88-89
Community Center	177-187	149-151
Community Redevelopment Agency	268-269	456-467
Community Service Organizations	188	195-197
Community Services	188	84-85
Conservation	177-187	188-190
Copier Center	n/a	432
Planning & Zoning	135-143	77-79
Customer Service	124-134	344-345
D		
Debt	23, 36, 65-71, 208, 236-245	277-281, 381-383
Development Services	135-143	71-79, 200-212
Downtown Infrastructure	236-245	305-311
Dredge	163-176	121-122
Drug Abuse Foundation of Palm Beach County	n/a	195-197
E		
Employees	15-20, 26	n/a
Employers	27	n/a
Engineering Services (See also Municipal Services)	163-176	134-139, 299-300, 338-340
Environmentally Sensitive Lands	185-187	285-287
Expenditure Descriptions	n/a	20-29
F		
Facilities Maintenance	170-171	123-126
FAU (BPD)	201-207	265
Federal Grant Fund	196	233-240
Financial Services	124-134	55-70, 344-347
Fire and Life Safety	154-162	111-113
Fire Improvement Fund	n/a	312-320
Fire Operations	154-162	106-110
Fire-Rescue Services	154-162	98-113, 293-294, 312-320
Fleet Maintenance	232-234	433-437
Florence Fuller Child Development Center	n/a	195-197
Fund Balance	21-23, 67, 189, 197, 201, 209, 214, 222, 225, 229, 232	n/a
Fund Description/Purpose	29-30	7 - 8
Fund Sources	51-53	n/a
Fund Uses	54-56	n/a

INDEX

FY 2007-2008 Approved Budget	Approved Budget Page	Budget Detail Page
G		
General City Information	25-28	n/a
Glossary	275-279	n/a
Golden Bell Education Foundation	n/a	195-197
Golf Course	225-228	406-418
General Fund	5, 57-59, 113-188	30-198
Goals 2007	12	n/a
Groundskeeping and Buildings	214-221	352-353
Group Medical Self Insurance	124-134	443-447
H		
Healthy Mothers/Healthy Babies	n/a	195-197
Hospice by the Sea	n/a	195-197
Human Resources	115-121	48-50
I		
Income	27	n/a
Information and Crisis Services	n/a	195-197
Information Technology	229-231	420-432
Instrumentation and Control	214-221	354-355
Irrigation	177-187	186-187
Insurance	29-32	438-450
J		
Junior League of Boca Raton, Inc.	n/a	195-197
K		
Kids in New Directions (KIND)	n/a	195-197
L		
Land Dedication	31	326-331
Law Enforcement Trust Fund	195	213-216
Liability Self-Insurance Fund	n/a	448-450
Library	235	143-148, 321-325
Licensing (See also Code Compliance/Licensing)	135-143	74-76
Lift-Station Maintenance	214-221	370-372
Logistics and Support	154-162	104-105
M		
Mae Volen Senior Center	n/a	195-197
Mausoleum	222-224	403-405
Millage Rates	63-64	n/a
Mission Statement	11	n/a
Mizner Park	177-187	179-180, 275-276

INDEX

FY 2007-2008 Approved Budget	Approved Budget Page	Budget Detail Page
Motor Pool	232-234	433-437
Municipal Services	163-176, 232-234, 246-267	114-139, 195, 230-232, 296-298, 333-340, 433-437
N		
Non-Divisional	188	191-198, 303-304
O		
Ocean Rescue	177-187	173-175
Ocean Strand (BPD)	201-2-7	266-267
Office of Management & Budget (OMB)	124-134	69-70
Organization Charts	28, 114, 116, 123, 125, 136, 145, 155, 164, 178, 190, 198, 202, 210, 215, 223, 226, 230, 233	30, 36, 39, 52, 55, 71, 80, 98, 114, 140, 200, 241, 247, 333, 341, 398, 406, 420, 433, 456
P		
Parks	177-187	176-190, 247-274
Patch Reef Park (BPD)	201-207	254-257
PC Systems Networking	229-231	426-429
Perpetual Care (Cemetery & Mausoleum)	222-224	452-455
Planning and Zoning	135-143	77-79
Plant Maintenance	214-221	362-363
Police Services	144-153	80-97, 213-216, 227-229, 253-235
Policy Agenda	7, 12	n/a
Population	25	n/a
Program Budget	65-68	n/a
Purchasing	124-134	65-66
Q / R		
Quality Control	214-221	364-366
Racquet Center (Swim Club BPD)	201-207	268-270
Recording for the Blind and Dyslexic	n/a	195-197
Red Reef Park (BPD)	201-207	250-253
Red Reef Golf Course	225-228	408-410
Recreation Services	177-187	140-190, 225-226, 241-274, 301-302, 321-328, 398-418, 452-455
Revenue Descriptions	n/a	9-19
Risk Management	124-134	67-68
S		
Sanitation	163-176	127-129
Schools	177-187	152-153
Singing Pines (Children's Museum of Boca Raton)	n/a	195-197

INDEX

FY 2007-2008 Approved Budget	Approved Budget Page	Budget Detail Page
Special Programs	177-187	164-165
Special Interest (BPD)	201-207	271-272
Stand Among Friends	n/a	195-197
State Forfeiture Fund	195	227-229
State Grant Fund	196	217-226
Stormwater Utility	209-213	333-340
Streets	163-176	118-120
Sugar Sand Park (BPD)	201-207	258-261
Swim and Racquet Center (BPD)	201-207	268-270
T		
Take Charge! Cure Parkinsons	n/a	195-197
Tax Levy	46-50, 62-64	n/a
Telecommunications	229-231	430-431
Tennis	177-187, 201-207	169-170, 254-257, 268-270
Traffic	163-176	130-133
Train Depot	177-187	154-155
Transmittal Letter	7-10	n/a
Transportation Fund	31, 247-275	230-232
Tri-County Humane Society	n/a	195-197
U		
Utility Services	46-50, 214-221	341-397
V		
Values Statement	11	n/a
Verde/Estridge (BPD)	201-207	262-264
Volunteers for Homebound & Fam. Caregivers (Boca Respite Volunteers)	n/a	195-197
W		
Water & Sewer (See also Utility Services)	32, 48-49, 214-221	341-397
Wastewater Network	214-221	373-374
Wastewater Treatment Plant	214-221	367-369
Water Network	214-221	359-361
Water Treatment Plant	214-221	356-358
Workers Compensation Self Insurance	124-134	438-442
Y		
Youth Activities Center/Teen Center	177-187	158-159

BOCA RATON
INC. 1925
Boca de Ratones
FLORIDA

GLOSSARY OF TERMS

A

ACCRUAL BASIS OF ACCOUNTING - A basis of accounting in which debits and credits are recorded at the time they are incurred, as opposed to when cash is actually received or spent. For example in accrual accounting, a revenue which was earned between April 1 and April 30, but for which payment was not received until May 10, is recorded as being received on April 30 rather than on May 10.

AD VALOREM TAXES - Property taxes computed as a percentage of the value of real or personal property expressed in mills.

AGENCY FUND - A fund used to account for assets held by the City as an agent for individuals, private organizations, other governments or other funds, such as deferred compensation plans.

AMORTIZATION - The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

APPROPRIATION - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

ASSESSED VALUATION - The County Property Appraiser's estimation of the Fair Market Value of real estate or other property. This valuation is used to determine taxes levied upon the property.

B

BOND - A written promise to pay a sum of money on a specific date at a specified interest rate. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, streets, and water and sewer systems.

BOND COVENANT - A legally enforceable promise made by an issuer of bonds to the bondholders, normally contained in the bond resolution (e.g., pledged revenues).

BOND RATING - An evaluation of credit worthiness performed by an independent rating service. The City's bonds have been rated "Aaa" by Moody's Investment Service, "AAA" by Standard and Poor's and "AAA" by Fitch Rating Service.

BONDED DEBT PER CAPITA - The amount of City indebtedness represented by outstanding bonds divided by the City's population, used to indicate the City's credit position by referring to the proportionate debt per resident.

BPD – Beach and Park District.

BUDGET - A statement of the financial position of a sovereign body for a definite period of time based on estimates of expenditures during the period and proposals for financing them. Also, the amount of money that is available for, required for, or assigned to a particular purpose.

BUDGET AMENDMENT - Generally done on a quarterly basis, the process by which unanticipated changes in revenue or expenditures are made a part of the budget, thereby amending it. These changes may be between Funds or Departments and require an Ordinance and City Council approval.

BUDGET REAPPROPRIATION - The process of bringing forward unspent dollars from the previous fiscal year budget to the current approved budget as follows: Automatic Reappropriations bring forward certain dollars budgeted and encumbered from the previous fiscal year but not as yet paid by close of fiscal year end, the purpose of which is to pay the bills. These require City Manager approval. Council Reappropriations bring forward certain dollars budgeted from the previous fiscal year but which had not been encumbered by close of the fiscal year, such as the remaining dollars for a capital improvement project in process. This requires an Ordinance and City Council approval.

BUDGET TRANSFER - The process by which approved budgeted dollars may be reallocated between line item expenditures within the same Fund and Department to cover unforeseen expenses. Requires City Manager approval.

BUDGETARY CONTROL - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

C

CAPITAL EXPENDITURES – Expenditures for those projects with a useful life span of ten years and a cost of at least $35,000.

CAPITAL IMPROVEMENTS PROJECTS - Any program, project or purchase which has a useful life span of ten years and a cost of at least $10,000 or a useful life span of seven years and a cost of at least $35,000. These expenditures are related to the acquisition, expansion or rehabilitation of an element of the City's physical plant.

CAPITAL OUTLAYS - Expenditures that result in the acquisition of or addition to fixed assets.

CAPITAL RECOVERY COST - Spreads the cost of replacing a vehicle out over the life of the vehicle. Use of this system funds the depreciating value of the vehicle during its useful life, assures replacement funds will be available when the vehicle is no longer serviceable, and makes replacement funding a component of current operating costs.

CASH BASIS OF ACCOUNTING - A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

CASH MANAGEMENT - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CDBG – Community Development Block Grant.

CIP – Capital Improvement Program.

CITY CODE – City of Boca Raton's Code of Ordinances.

CONTINGENCY - A budgetary reserve set aside for emergencies or unforeseen expenditures.

CRA – Community Redevelopment Agency (Boca Raton).

D

DEBT SERVICE FUNDS - The funds created to account for the accumulation of resources from, and the payment of, general long-term debt principal and interest.

DEFEASED BONDS - Bonds that have been issued but, due to some action, the proceeds are not used as planned. The proceeds are then used to establish an Escrow Trustee to pay off the principal and interest on the issued bonds.

DEPARTMENT - A major unit of organization in the City which indicates overall an operation or group of related operations within a functional area.

DEPRECIATION - (1) Expiration in the service life of fixed assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a fixed asset which is charged as an expense during a particular period. In accounting, the cost of a fixed asset, less any salvage value, is pro-rated over the estimated service life of such an asset and each period charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

DIVISION - A unit of organization which is comprised of a specific operation within a functional area. City Departments may contain one or more Divisions.

E

ENCUMBRANCE – A reservation of funds to cover purchase orders, contracts or other funding commitments which are yet to be fulfilled. The budget basis of accounting considers an encumbrance to be the equivalent of an expenditure.

ENTERPRISE FUNDS - The funds established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

ESCROW - A deed, bond, money, or piece of property held in trust by a third party until fulfillment of a condition. (See Defeased Bonds)

ESTIMATED REVENUES - Projections of funds to be received during the fiscal year.

EXPENDITURES - The cost of goods delivered or services rendered including operating expenses, capital outlays and debt service.

F

FAU –Florida Atlantic University.

FISCAL YEAR - The period of 12 months to which the annual budget applies. The City's fiscal year begins October 1 and ends September 30.

FIXED ASSETS - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, equipment and improvements (other than buildings).

FRANCHISE FEE - Fees levied on a corporation in return for granting a privilege, sanctioning monopoly, or permitting the use of public property, usually subject to regulation.

FULL FAITH AND CREDIT - A pledge of the general taxing power of a government to repay debt obligations, typically used in reference to general obligation bonds.

FUND – An independent governmental accounting entity with a self-balancing group of accounts including assets, liabilities and fund balance. Types of funds include Governmental (Capital Projects, Debt Services, General Fund and Special Revenue); Proprietary (Enterprise Funds); and Fiduciary Funds (Trust and Agency Funds).

FUND BALANCE - Fund equity for governmental funds and trust funds which reflects the accumulated excess of revenues and other financial sources over expenditures and other uses for general governmental functions.

FY – Fiscal Year.

G

GASB - Governmental Accounting Standards Board, which sets standards for governmental accounting.

GENERAL FUND REVENUE - Most of the City revenue sources are channeled through the General Operating Fund. Such revenues are commonly generated by fees, charges, taxes and intergovernmental revenues.

GENERAL OBLIGATION BONDS - Upon voter approval at a general referendum, a project will be financed through a millage increase in ad valorem taxes for a specified period of time. This source is especially appropriate when the life of a project or improvement is expected to exceed 20 years and is City-wide in nature or benefit.

GOVERNMENTAL FUND TYPES - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities, except those accounted for in proprietary and fiduciary funds.

GRANTS - A contribution by the Federal or State government to subsidize specific projects, either partially or entirely.

I

IMPACT FEES - Fees charged to developers to cover the anticipated cost of improvements that will be needed as a result of growth and development, i.e., water and sewer.

INFRASTRUCTURE - The basic installations and facilities on which the continuance and growth of the City depends, such as roads, schools, and water and sewer systems.

INTERFUND TRANSFERS - Transfers of resources between funds that are neither recorded as revenues to the fund receiving nor expenditures to the fund providing.

INTERGOVERNMENTAL REVENUE - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

INTERLOCAL AGREEMENT - A written agreement between the City and other units of government to share in similar services, projects,

emergency assistance, support, funding, etc., to the mutual benefit of all parties.

INTERNAL SERVICE FUNDS - The funds established for the financing of goods or services provided by one department to other departments within the City on a cost-reimbursement basis. Examples are the Motor Pool Fund and the Management Information Services Fund.

I.R.I.S. - In-City Reclamation Irrigation System whereby reclaimed water can be distributed to residents for irrigation use, thus conserving potable water. This project is part of the Comprehensive Plan.

I.S. – Information Services Division (Technology).

L

LEVY - To impose taxes, special assessments, or service charges for the support of City activities.

LINE ITEM BUDGET - A budget that lists each expenditure category separately, such as social security, office supplies, uniforms, etc., along with the dollar amount budgeted for each specific category.

LONG-TERM DEBT - Debt with a maturity of more than one year after the date of issuance.

M

MILLAGE RATE - The amount of tax stated in terms of a unit of the tax base; for example, each mill generates $1 for every $1,000 of assessed valuation of taxable property.

MODIFIED ACCRUAL BASIS OF ACCOUNTING - A basis of accounting in which expenditures are recognized when the related fund liability is incurred, but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting, since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or available and measurable. This type of accounting basis is a conservative financial approach and is recommended as the standard for most governmental funds.

M.S. – Municipal Services Department.

N

NON-AD VALOREM REVENUE BONDS - Through the anticipation of excess revenues for a specified period, revenue bonds may be sold to finance a special project or projects. These revenues can be from most any unpledged, consistent source, such as gas tax funds.

O

OMB – Office of Management and Budget. Division within the General Fund, City Manager's Department that is responsible for Management studies, research and budget preparation.

OPERATING BUDGET - The portion of the budget that pertains to daily operations that provide basic governmental services.

ORDINANCE - A formal legislative enactment by the City Council, barring conflict with higher law, having the full force and effect of law within the City.

P

PROGRAM - A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible. Examples include Public Safety, Physical Environment, and Recreation.

PROGRAM–SPECIFIC REVENUE - Examples of these sources of revenue are the gas tax, which must be used for transportation improvements only, or funds received from abandonment of rights-of-way, which can only be used to purchase new rights-of-way.

PROPRIETARY FUND TYPES - A group of funds in which the services provided are financed and operated similarly to those of a private business.

R

REBUDGETING – The process of City Council's revising the proposed budget to include funds for items approved in the current year that have not been encumbered and are not anticipated to be spent prior to the end of the fiscal year.

REFUNDING BONDS - Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

RETAINED EARNINGS - An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

REVENUE - Additions to assets which (a) do not increase any liability, (b) do not represent the recovery of an expenditure, (c) do not represent the cancellation of certain liabilities or decrease in assets, and (d) do not represent contributions of fund capital in Enterprise and Internal Service Funds.

RISK MANAGEMENT - An organized attempt to protect a government's assets against accidental loss in the most economical method.

ROLL-BACK RATE - The millage necessary to raise the same amount of Ad Valorem Tax revenue as the previous year excluding taxes from new construction.

R.O.W. – Right of Way.

S

S.H.I.P. – State Housing Initiative Program.

SPECIAL ASSESSMENT (SA) - A compulsory levy made against 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 - A fund used to account for receipts from revenue sources that have been earmarked for specific activities and related expenditures. An example is the Beautification Fund, which must be used for street and highway purposes.

T

TRUST FUND - A fund used to account for assets held by the City in a trustee capacity for individuals, private organizations, other governments or other funds, such as Pension Trust Funds.

U

UNENCUMBERED BALANCE - The amount of funds, which is neither expended nor reserved, but is still available for future purchases.

U.S. – Utility Services.

USER FEES - Charges for specific services rendered only to those using such services, i.e., sewer service charge.

UTILITY TAXES - Municipal charges levied by the City on each and every purchase of a public service within the corporate limits of the City. Public service includes electricity, gas, fuel, oil, water service, and telephone service.

X

XERISCAPE - The use of design and planning techniques with draught tolerant plant material in order to achieve water conservation.

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