

City of Madeira Beach, Florida

Adopted Annual Budget

Fiscal Year 2013

October 1, 2012 – September 30, 2013



**THE CITY OF
MADEIRA BEACH, FLORIDA**

ELECTED OFFICIALS

Travis Palladeno, Mayor

District 1 – Terry Lister

District 2 – Nancy Hodges

District 3 – Nancy Oakley

District 4 – Robin Vander Velde, Vice Mayor

CITY MANAGER

Shane B. Crawford

CITY CLERK

Ginger Stilton

CITY ATTORNEY

Thomas Trask

STAFF

COMMUNITY DEVELOPMENT
DIRECTOR

Lynn Rosetti

CENTRAL SERVICES DIRECTOR

David Marsicano

FINANCE DIRECTOR

Vincent Tenaglia

FIRE CHIEF

Derryl O’Neal

THE CITY OF MADEIRA BEACH

DATE INCORPORATED:	1947
FORM OF GOVERNMENT:	Council/Manager
AREA:	445 Acres
GOVERNING BODY:	City Commission 4 Commissioners run by single districts, elected at-large to 2 year overlapping terms and Mayor-Commissioner in at-large election for a three year term.
ADMINISTRATION:	City Manager, City Clerk and City Attorney Appointed by the City Commission.
SERVICES:	A full service city, including police, fire, sanitation and recreation services. Police protection is contracted through the Pinellas County Sheriff's Department. Water and sewer services are provided by Pinellas County Utilities.
LOCATION:	On the West coast of Florida, the City of Madeira Beach is located on the island of Sand Key and is surrounded on the east by the Boca Ciega Bay and the west by the Gulf of Mexico.

TABLE OF CONTENTS

City Manager’s Budget Message.....	1
Section 1, Introduction:	
Introduction.....	6
Budget Guide.....	7
City in Brief.....	8
Financial Information.....	8
Section 2, General Fund:	
Estimated Revenues.....	13
City Manager’s Office.....	16
Community Development Department.....	20
Finance Department.....	25
City Clerk/Commission.....	30
Non-Departmental.....	37
Public Works Department.....	41
Streets Division.....	47
Fire/EMS Department.....	50
Law Enforcement.....	57
Parks Division.....	61
Recreation Division.....	67
Section 3, Local Option Sales Tax Fund (Penny for Pinellas)	73
Section 4, Sanitation.....	80
Section 5, Stormwater.....	88
Section 6, Marina.....	97
Section 7, John’s Pass Village.....	106
Section 8, Parking.....	113
Section 9, Capital Improvement Program (CIP) Fund.....	120
Section 10, Capital Improvement Program:	
Introduction.....	123
FY 2013 – FY 2017 Project/Vehicle Replacement Summary.....	127
Funding Source Summaries.....	129
Project Descriptions.....	139
Supplemental Resources.....	150



City of Madeira Beach
300 Municipal Drive
Madeira Beach, FL 33708

City Manager's Budget Message

October 1, 2012

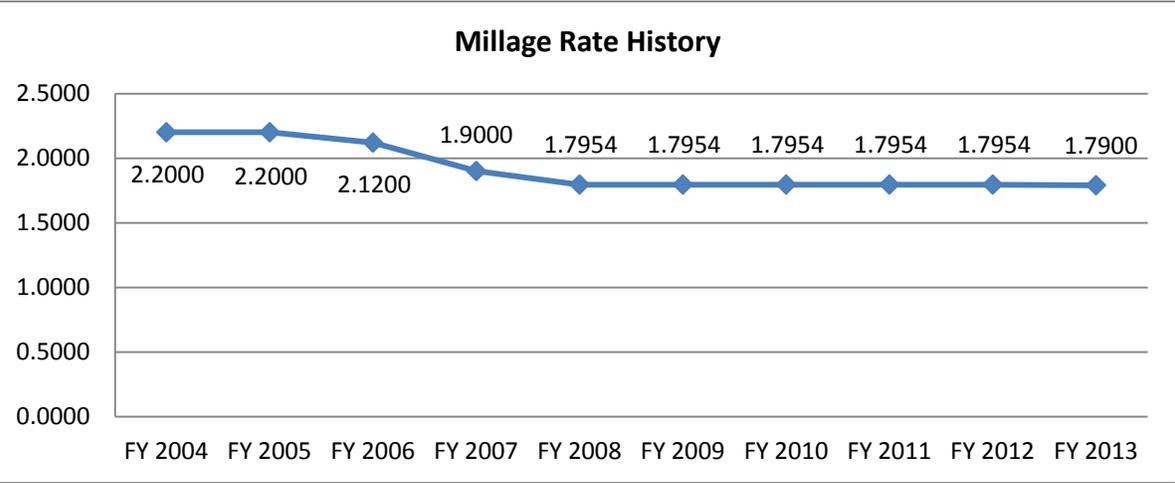
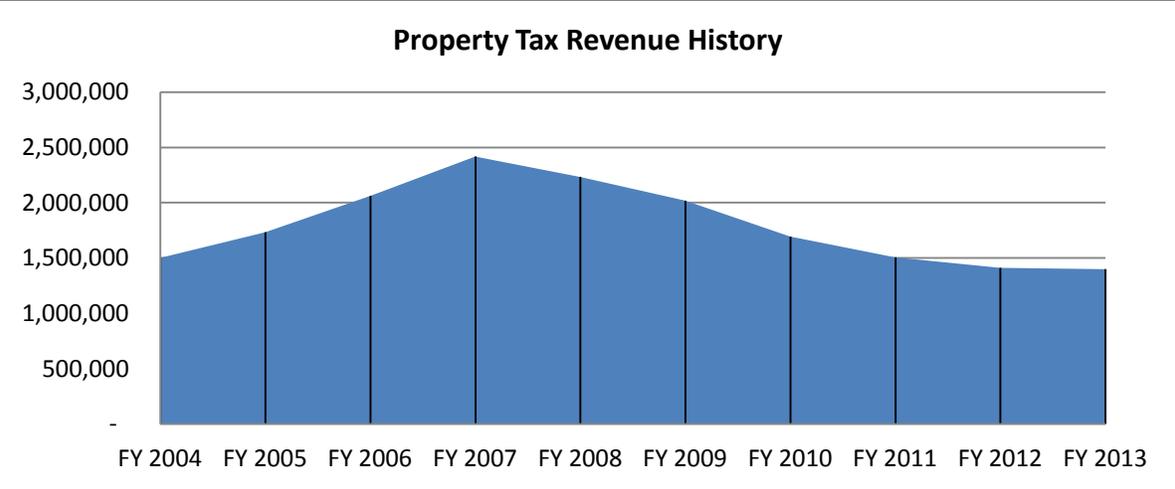
Honorable members of the City of Madeira Beach Board of Commissioners and Citizens of Madeira Beach:

It is my privilege to transmit to you the adopted budget for fiscal year 2013 and to communicate to you the condition of our fine City. The budget reduces the millage rate to 1.7900. From FY 2004 to 2013 this represents an 18.6% decrease in the millage rate. Although property value estimates initially came in at 0 to 3% in the positive, the reality was a 0.56% decrease in taxable value. Therefore, if the millage rate would have stayed consistent with last year's rate, overall property taxes would have decreased. This year, we've decreased taxes further by reducing the millage rate from 1.7954 to 1.7900. The following tables and graphs illustrate the City's property tax history and how the City's millage rate relates to other property taxes paid by Madeira Beach residents.

Property Tax History FY 2004 - FY 2013

Year	Millage Rate	Revenue	Percent + / -
FY 2004	2.2000	1,501,476	
FY 2005	2.2000	1,733,117	15.4%
FY 2006	2.1200	2,061,249	18.9%
FY 2007	1.9000	2,417,146	17.3%
FY 2008	1.7954	2,232,709	-7.6%
FY 2009	1.7954	2,018,974	-9.6%
FY 2010	1.7954	1,694,316	-16.1%
FY 2011	1.7954	1,506,269	-11.1%
FY 2012*	1.7954	1,411,551	-6.3%
FY 2013*	1.7900	1,399,200	-0.9%

*Estimated



Total Property Tax Bill: Madeira Beach

Pinellas County School Board - State Law	5.6370	31.54%
Pinellas County	4.8108	26.92%
Pinellas County School Board - Local Board	2.7480	15.37%
City of Madeira Beach	1.7954	10.05%
Emergency Medical Services	0.8506	4.76%
Juvenile Welfare Board	0.8337	4.66%
Suncoast Transit Authority	0.7305	4.09%
Southwest FL Water Management District	0.3928	2.20%
Health Department	0.0622	0.35%
Pinellas County Planning Council	0.0125	0.07%
	17.8735	100%

As you are aware, several key positions were vacant until June of 2012. I hired three key department head positions in the first half of the year including the Fire Chief, Finance Director, and the Community Development Director. I also re-organized existing City personnel by changing the Marina Director position to that of a Central Services Director, eliminated certain vacated positions while securing some additional contracted personnel, and increased the workday for sanitation personnel to that of a full 8-hour day.

In order to produce a budget in a timely fashion, the budget process this year included the following assignments and dates:

- May – June:** Finance Director evaluates CIP, personnel changes with department directors
Finance Director requests cost updates from all contractors, vendors and agencies
Finance Director develops revenue estimates with department directors
Finance Director prepares initial budget pages, CIP pages, personnel pages, etc.
- Early May:** Initial estimates from Property Appraiser’s Office received
- Late May:** Finance Director and City Manager meet with Department Directors to provide direction on initial departmental budget requests
- Early June:** Pinellas County Property Appraiser submits final estimated tax roll
Finance Director finalizes revenue estimates, CIP projects, and long-term Funding Source Summaries
Finance Director and City Manager meet with Department Directors to review initial budget proposals
- Mid June:**
Finance Director and City Manager evaluate department budget requests, CIP projects, Funding Source Summaries, etc.
Finance Director prepares final budget and CIP documents
City Manager approves final budget requests
- June 26:** City Manager presents Proposed Budget to Board of Commissioners
- July 18:** Budget workshop with Board of Commissioners
- July 24:** Set tentative millage rate and September public hearing dates for budget adoption
- July 31:** Budget workshop with Board of Commissioners
- August 16:** Budget workshop with Board of Commissioners
- September 5:** Special Commission meeting - first reading and public hearing to adopt budget and tax levy
- September 25:** Regular Commission meeting to include second and final reading to adopt budget and tax levy

The FY 2013 Budget represents a milestone in terms of millage reduction. This represents the first millage reduction since it was reduced from 2.1200 to 1.900 in the FY 2007 budget. My ultimate goal was an incremental reduction in the millage rate but my concern revolved around proper funding for operations (including appropriate dollars for union contract settlements and percentage wage increases for confidential and other non-represented positions minus the new department heads hired since my arrival earlier this year), Capital Improvement Projects (CIP), insurance premium increases, EMS funding revisions, etc.

Several factors were of concern on the expenditure side of the budget. The City is realizing a 9.4% increase in its health insurance benefit provided by the City. I will be exploring plan design changes as well as an educational component for the participants on being responsible consumers of the health benefit during this next year. My goal is to control this increase to a much more “manageable” percentage by the next budget. Projected Electricity Franchise Fees, Electric Utility Services Taxes, Gas Franchise Fees, and Gas Utility Service Taxes are scheduled to decrease fairly significantly. My estimated reduction (confirmed by the aforementioned utilities) is \$37k. Communication Services Taxes are down 3% and EMS revenues are down by \$16k.

When considering doing more than last year in certain areas while lowering the millage rate and lowering taxes, thought had to be directed to increasing revenues and inventing/creating new revenues. As the Board of Commissioners (BOC) is aware, several vacated positions have gone unfilled. Instead of position vacancies being automatically filled, vacancies rather were evaluated by myself and the relevant department head and when deemed necessary, they were filled. Some went unfilled while incrementally increasing a purchased or contracted services line within that same budget to assist in the void that was created by the displaced employee. The position changes experienced by the City since January 16, 2012 represent a net reduction of 2.85 positions, equating to a savings of \$68,400. Other increased revenues or new revenues include participation revenues in the Recreation Department and anticipated new revenue totaling \$350k for building permit revenue.

As anticipated, with a new City Manager comes new budget inclusions and ideas. Working with the City’s new Finance Director, Vincent Tenaglia, we have chosen to eliminate the Vehicle Replacement Fund and rather “house” those replacements within their respective Funds. The method of funding these replacements by reserving a portion of the replacement costs over time remains the same.

There are issues that are “unknowns” meaning that they’re expenses that we anticipate but for one reason or another are difficult for inclusion in the budget. At the time the budget was developed, we did not know the potential price tag or scope of a proposed City Hall/Fire Station facility. This is an anticipated cost that would be recognized in this upcoming fiscal year, plans for which are still being discussed with the BOC. The BOC will have the option to possibly pay for the facility out of reserves or do a combination of a down payment and borrowing. Looming on the horizon is a needed upgrade to our docks and associated infrastructure at our City Marina. We are currently working with the Pinellas County Planning Council on applying for grants to offset this cost. This is an upgrade that is needed but could possibly be pushed into the next fiscal budget. Other upcoming significant projects include drainage improvements citywide and possible utility undergrounding along Gulf Blvd.

As I conclude this letter, I wish to thank my exceptional department head team and City staff who worked so diligently during this process. These same diligent efforts will continue as we begin to chart the course for the FY 2014 budget and plan for the future.

Very truly yours,

A handwritten signature in black ink, appearing to read "Shane B. Crawford". The signature is written in a cursive, flowing style.

Shane B. Crawford
City Manager

City of Madeira Beach FY 2013 Adopted Budget

Introduction

The budget is a financial plan for the City. It includes estimates of available resources and appropriations, which are the authority to spend money for specific purposes. The budget also consolidates and presents City of Madeira Beach information detailing specific policies and operational standards and requirements. This outline is intended to provide the reader with a brief summary of the information contained in each section of this budget.

The budget document is divided into the following sections: Introduction; General Fund; Local Option Sales Tax Fund (Penny for Pinellas); Sanitation Fund; Stormwater Fund; Marina Fund; John's Pass Village Fund; Parking Fund; Vehicle Replacement Fund; and Capital Improvement Program (CIP). The contents of each section are summarized below.

1. Introduction:

The introduction contains information relating to the City of Madeira Beach and the budget process of this organization. The introduction is divided into the following sections: Budget Guide, City in Brief, and Financial Information.

2. General Fund:

This section sets forth the total General Fund projected revenues and expenditures for the general operations and services of the City. The presentation of the General Fund Budget is segregated into customary summary sections for:

- A. Revenues
- B. Expenditures by Department

Each department may reflect expenditures for multiple programs and/or services. Each departmental expenditure detail is prefaced by a summary and outline of the departmental mission, programs and services. The expenditure detail is supplied in line item format, with additional detail for capital outlay items.

- 3. Local Option Sales Tax Fund (Penny for Pinellas)
- 4. Sanitation Fund
- 5. Stormwater Fund
- 6. Marina Fund
- 7. John's Pass Village Fund
- 8. Parking Fund
- 9. Vehicle Replacement Fund
- 10. CIP Fund

Each Fund section is prefaced by a summary and outline of the Fund's mission and purpose. The summary is followed by customary sections for revenues and expenditures. Like the General Fund, the expenditure detail is supplied in line item format, with additional detail for capital outlay items.

11. Capital Improvement Program (CIP):

Section 11 presents the Capital Improvements Program (CIP). The CIP includes a five-year project summary, Funding Source summaries for each City Fund, and individual descriptions for each project. The CIP is comprised of one-time, nonrecurring expenditures valued at \$25,000 or more as well as vehicle replacements/acquisitions. This section contains its own City Manger's Memo, Introduction, and Fund classification guide, followed by the CIP sections:

- A. Five-Year Summary
- B. Funding Source Summaries
- C. Individual Project Descriptions

Budget Guide

Article X, Section 10.2 of the Madeira Beach City Charter requires the City Manager to submit an annual Budget to the Board of Commissioners. In accordance with Chapter 166.241(2), Florida Statutes, the Budget prepared and recommended by the City Manager must be balanced in terms of revenues and expenditures. This means that the amount available from taxation and other sources, including amounts carried over from prior fiscal years, must equal the total appropriations for expenditures and reserves. Additionally, the Budget serves as a:

- Financial Plan – As a financial plan, the Budget reflects the financial condition of the City both in terms of revenues and expenditures and includes financial projections.
- Policy Document – As a policy document, the Budget reflects the City's budgetary and fiscal policies and philosophies. These policies are established or achieved within the Budget by virtue of expenditure and revenue priorities, renewal and replacement schedules, capital needs, operational needs and various other funding and program mechanisms.
- Operations Guide – As an operations guide, the Budget provides general direction to the City's departments in terms of providing the financial resources to accomplish the various missions and functions within their respective programs. The guide is also realized by identifying performance goals and objectives for the Board of Commissioners and staff to measure the effectiveness of the City's overall service delivery, operations and programs.
- Communications Device – The Budget also serves as a communications device among the Board of Commissioners, staff and the citizens. To this end, the Budget is written and presented in an easily understood, summary format.

City in Brief

The Town of Madeira Beach incorporated in May 1947 and initially contained only the area bounded by 140th Avenue and 155th Avenue. In August 1951, the Town of Madeira Beach and South Madeira merged to form the City of Madeira Beach, encompassing all the area between 155th Avenue and John's Pass. Later that year, the City Manager form of government was approved for implementation. At present, the City Charter states that the form of government shall be the commission-manager plan and that the Board of Commissioners shall consist of five members.

The five member Board of Commissioners consists of one Mayor-Commissioner and four District Commissioners who reside in the district from which they are elected. The term of office for the Mayor-Commissioner is three years and the District Commissioners are elected for two year terms. The Board of Commissioners is the legislative body of the City. They consider and adopt ordinances and enact regulations for the maintenance of good government, the preservation of peace, welfare, health and safety and convenience of the citizens. The Commission also reviews and adopts the City Budget, makes appropriations, levies taxes, holds public hearings for citizen input, appoints committees and establishes municipal policies.

Pursuant to City Charter, the City Manager is appointed by a majority vote of the Board of Commissioners. The City Manager is the chief administrative officer of the City and serves directly at the pleasure of the Board of Commissioners. The City Manager implements policies, directs and supervises the administration of all departments, programs, offices and agencies of the City.

Financial Information

Basis of Accounting:

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus. The term measurement in this definition relates to the accounting of revenues and expenditures and how they are grouped for reporting in the City's financial statements.

The City of Madeira Beach financial reports are maintained on a modified accrual basis. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

All governmental funds are accounted for using a current financial resources measurement focus. Only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e. revenues and other financing sources) and decreases (i.e. expenditures and other financing uses) in net current assets.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt which is recognized when due.

Encumbrances represent expenditure commitments related to unperformed contracts for goods or

services. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriations, is utilized in the governmental funds. Encumbrances outstanding at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

Basis of Budgeting:

The basis of budgeting refers to the conversions for recognition of costs and revenue in budget development and in establishing and reporting appropriations that are the legal authority to spend or collect revenues. The City uses a modified accrual basis for budgeting governmental funds. All operating and capital expenditures and revenue are identified in the budgeting process because of the need for appropriation authority.

The budget is fully reconciled to the accounting system at the beginning of the fiscal year, and in preparing the CAFR at the end of the fiscal year. A number of GAAP adjustments are made to reflect balance sheet requirements and their effect on the budget. These include changes in designations and recognition, via studies and analysis, of accrued liabilities. Amounts needed for such long-term liabilities as future payoff of accumulated employee vacation is budgeted as they budgeted as projections and once recognized are adjusted for actual amounts.

Internal Control Structure:

The internal control structure is designed to provide reasonable, but not absolute, assurance that the government is protected from loss, theft, or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of the annual financial statements in conformity with generally accepted accounting principles.

It is the responsibility of the Finance Director and the City Manager to establish and maintain the internal control structure. This concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and the valuation of cost and benefits require estimates and judgment by management.

Level of Budgetary Control:

Legal budgetary control is maintained at the department level. Expenditures may not exceed Budget appropriations. Per the City's Charter, the City Manager is authorized to transfer budgeted amounts within departments of a fund; however, any revision that alters the total expenditures of any department or fund must be approved by the Board of Commissioners. The City of Madeira Beach adopts Budget amendments by ordinance in accordance with the City Charter.

Budget Amendment and Adjustment:

In accordance with Section 10.5 of the City Charter and the City's operating procedures, the Board of Commissioners may by Resolution adjust or amend the Budget through supplemental appropriations, reduction of appropriations, and intra-fund transfer of appropriations. Adjustment of the Budget involves a reallocation of existing appropriations within each fund and does not change the Budget "bottom line." Amendment of the Budget involves an addition to or reduction of existing appropriations.

A. Adjustment

Under the first method, departmental expenditures and requirements are monitored throughout the year. Certain departments may develop the need for additional expenditure authority to cover unanticipated costs that cannot be absorbed within the Budget, while other departments will not require their full Budget authorizations. The Finance Department reviews and analyzes all departmental Budgets to determine what adjustments are necessary and whether the adjustments can be made within existing appropriation limits. These changes are then reviewed with the affected department. When an adjustment is needed, Finance will look first to savings or cost reductions within the department, followed by overall Budget reductions and finally transfers between departments, which require Board of Commissioners approval.

B. Amendment

Amending the City Budget occurs whenever the requested changes will cause the existing appropriation level for the program to change. This situation generally occurs when the Board of Commissioners authorizes additional appropriations. This is done by ordinance to amend the original Budget and states the sources of funding for the incremental appropriations.

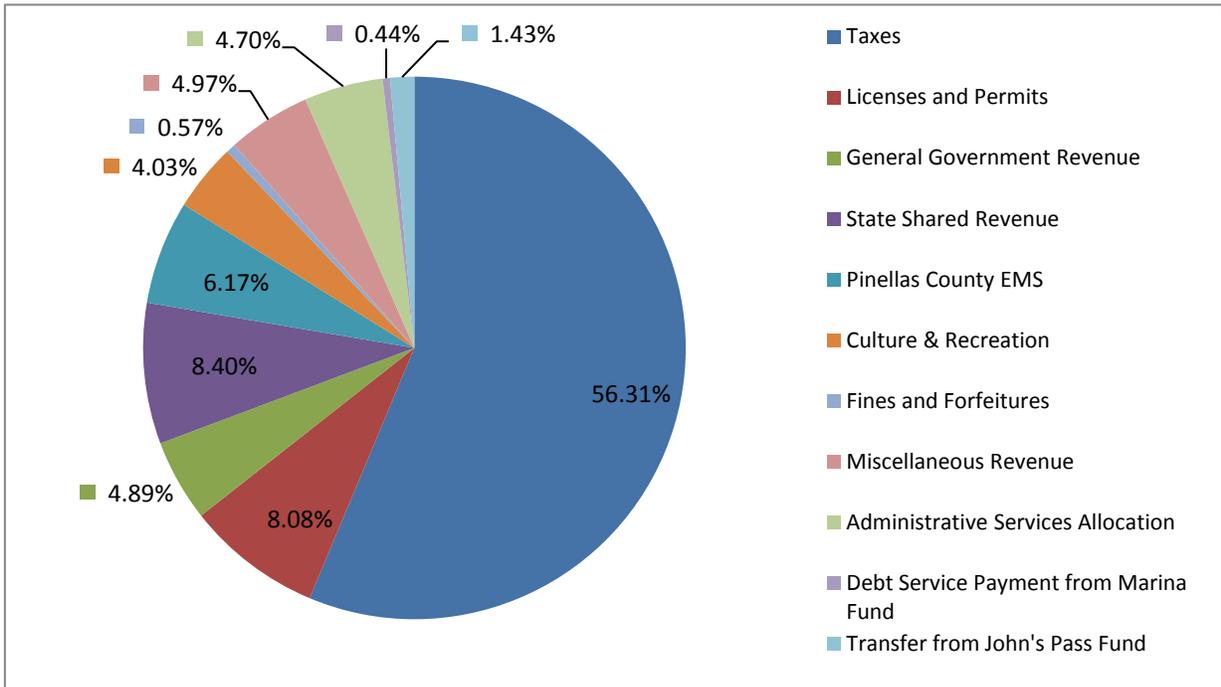
Budget Process

Under the provisions Article X, Section 10.4 of the City of Madeira Beach Charter, the Board of Commissioners “shall by ordinance adopt a Budget setting forth the amounts necessary to be raised for the various department of the City and fixing the amount of millage to raise such sum.” Pursuant to Article X, Section 10.2 of the City of Madeira Beach Charter, 90 days before the beginning of the fiscal year (October 1st), the City Manager shall present a report covering the operation of the City with an estimate of the expenditures and revenues of the City for the next fiscal year. To accomplish this, the City Manager issues Budget instructions, conducts Budget preparation sessions, and communicates regularly with department staff.

GENERAL FUND

WHERE THE MONEY COMES FROM

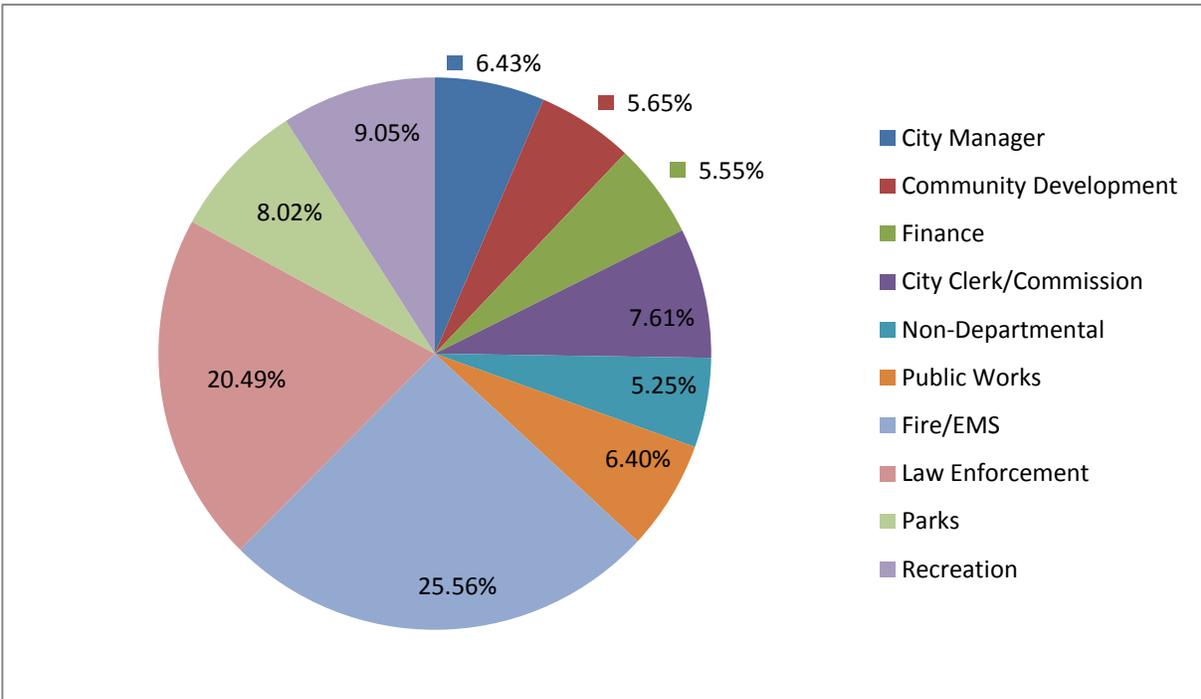
Taxes	56.31%	\$2,962,800
Licenses and Permits	8.08%	425,300
General Government Revenue	4.89%	257,200
State Shared Revenue	8.40%	442,000
Pinellas County EMS	6.17%	324,900
Culture & Recreation	4.03%	212,300
Fines and Forfeitures	0.57%	30,000
Miscellaneous Revenue	4.97%	261,500
Administrative Services Allocation	4.70%	247,100
Debt Service Payment from Marina Fund	0.44%	23,300
Transfer from John's Pass Fund	1.43%	75,500
Total Funding Sources	100.00%	\$5,261,900



GENERAL FUND

WHERE THE MONEY GOES

City Manager	6.43%	\$326,500
Community Development	5.65%	286,900
Finance	5.55%	281,900
City Clerk/Commission	7.61%	386,100
Non-Departmental	5.25%	266,300
Public Works	6.40%	324,900
Fire/EMS	25.56%	1,297,400
Law Enforcement	20.49%	1,040,100
Parks	8.02%	407,200
Recreation	9.05%	459,400
Total Appropriations	100.00%	\$5,076,700
<i>To Fund Balance</i>		<i>\$185,200</i>



**CITY OF MADEIRA BEACH, FLORIDA
ESTIMATED REVENUES
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
BEGINNING FUNDING SOURCES:							
	Unassigned Fund Balance	6,668,539	7,530,501	7,834,462	7,160,890	7,037,600	-1.72%
	Assigned: Vehicle Replacements	517,847	628,447	-	628,447	628,400	-0.01%
	Assigned: Sewer System Proceeds ¹	3,344,700	3,344,700	3,344,700	3,344,700	3,344,700	0.00%
	TOTAL BEGINNING FUNDING SOURCES	\$ 10,531,086	\$ 11,503,648	\$ 11,179,162	\$ 11,134,037	\$ 11,010,700	-1.11%
ADD: REVENUES							
Ad Valorem Taxes:							
311.000	Ad Valorem - Current (Millage Rate: 1.7900)	1,578,738	1,412,914	1,415,714	1,411,551	1,399,200	-0.88%
311.006	Ad Valorem - Delinquent	14,375	20,701	-	-	-	
311.0140	Ad Valorem - Tax Certificates	101,203	72,654	-	-	-	
	Total Ad Valorem Taxes	1,694,316	1,506,269	1,415,714	1,411,551	1,399,200	-0.88%
Local Option Taxes:							
312.410	Local Option Gas Tax	57,761	56,341	58,350	58,350	56,900	-2.49%
	Total Local Option Taxes	57,761	56,341	58,350	58,350	56,900	-2.49%
Franchise Fees:							
313.215	Electricity	555,870	512,342	550,000	550,000	530,200	-3.60%
313.505	Gas	11,335	7,414	12,000	12,000	6,300	-47.50%
	Total Franchise Fees	567,205	519,756	562,000	562,000	536,500	-4.54%
Utility Service Taxes:							
314.1011	Electricity	603,339	564,244	600,000	600,000	591,200	-1.47%
314.3011	Water	96,015	96,803	95,000	95,000	97,900	3.05%
314.4011	Gas	7,595	6,103	7,500	7,500	5,200	-30.67%
314.8011	Propane	23,957	20,440	24,000	24,000	23,000	-4.17%
	Total Utility Service Taxes	730,906	687,590	726,500	726,500	717,300	-1.27%
Communications Service Tax:							
315.2011	Communications Service Tax	264,269	250,921	259,000	259,000	252,900	-2.36%
	Total Communications Service Tax	264,269	250,921	259,000	259,000	252,900	-2.36%
Local Business Tax Receipts:							
321.010	Local Business Tax Receipts	78,174	75,886	73,300	73,300	73,300	0.00%
321.012	Reciprocals - Contractor Reg.	360	1,000	1,000	1,000	1,000	0.00%
	Total Local Business Tax Receipts	78,534	76,886	74,300	74,300	74,300	0.00%
Building Permits:							
322.009	Applications/Fees	8,548	2,679	7,500	7,500	-	-100.00%
322.020	Building Permits	3,436	7,183	4,500	4,500	350,000	7677.78%
322.021	Reinspection Fees	-	-	100	100	-	-100.00%
322.022	Fire Inspection Fees	3,090	330	12,000	12,000	1,000	-91.67%
322.023	Plan Review	1,200	1,300	500	500	-	-100.00%
	Total Building Permits	16,274	11,492	24,600	24,600	351,000	1326.83%
State Shared Revenues:							
331.490	FDOT Beautification Grant			10,000	10,000	-	-100.00%
335.120	State Revenue Sharing	202,518	203,099	203,000	203,000	203,800	0.39%
335.150	Alcoholic Beverage Licenses	10,974	2,080	10,000	10,000	10,000	0.00%
335.180	Half Cent Sales Tax	214,561	218,928	219,900	219,900	223,000	1.41%
335.230	Firefighters Supplemental Income	3,774	2,956	3,800	3,800	3,700	-2.63%
335.490	Fuel Tax Refund	3,482	1,396	3,300	3,300	1,500	-54.55%
	Total State Shared Revenues	435,309	428,459	450,000	450,000	442,000	-1.78%
Shared Revenue-Local:							
338.900	Pinellas County - EMS	384,352	357,484	340,835	340,835	324,900	-4.68%
	Total Revenue - Local	384,352	357,484	340,835	340,835	324,900	-4.68%
Charges for Services:							
341.901	Election Qualifying Fees	196	390	100	100	100	0.00%

**CITY OF MADEIRA BEACH, FLORIDA
ESTIMATED REVENUES
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
342.202	Fire Protection - Redingtons	217,356	217,140	221,265	221,265	228,300	3.18%
342.904	FDOT Maintenance Agreements	29,844	33,738	30,000	30,000	28,800	-4.00%
	Total General Government	247,396	251,268	251,365	251,365	257,200	2.32%
Transportation:							
344.503	County Park Parking Meters	3,099	-	-	-	-	
	Total Transportation	3,099	-	-	-	-	
Culture/Recreation:							
347.210	Activity Registration	29,930	29,845	30,000	30,000	35,000	16.67%
347.211	Softball Registration	27,565	37,645	27,000	27,000	50,000	85.19%
347.220	After School Program	80,268	62,315	80,000	80,000	70,000	-12.50%
347.221	Summer Program	44,043	34,507	70,000	70,000	45,000	-35.71%
347.223	Special Programs	370	1,225	-	-	-	
347.290	Coca-Cola Machine	265	314	300	300	300	0.00%
347.594	Beach Concession - Archibald Park	12,000	9,000	12,000	12,000	12,000	0.00%
	Total Culture/Recreation	194,441	174,851	219,300	219,300	212,300	-3.19%
Fines & Forfeitures:							
351.111	Fines & Forfeitures	17,044	10,709	20,000	20,000	5,000	-75.00%
	Total Fines & Forfeitures	17,044	10,709	20,000	20,000	5,000	-75.00%
Other Fines:							
359.091	Code Enforcement	81,649	166,236	25,000	25,000	25,000	0.00%
	Total Other Fines	81,649	166,236	25,000	25,000	25,000	0.00%
Interest Earnings:							
361.100	Interest Earnings ²	77,780	(4,103)	75,000	75,000	25,000	-66.67%
361.105	Interest - County Tax Collector	163	88	200	200	-	-100.00%
	Total Interest Earned	77,943	(4,015)	75,200	75,200	25,000	-66.76%
Rents:							
362.004	Auditorium Rental	2,195	1,114	2,500	2,500	1,200	-52.00%
362.005	Rental PW Complex - Beach Masonizing	336	336	330	330	400	21.21%
362.587	Rental - Cell Tower	58,592	71,022	58,700	58,700	72,000	22.66%
347.596	Snack Shack Concession - Paradise Sweets	2,533	28,349	36,273	36,273	38,400	5.86%
	Total Rentals	63,656	100,821	97,803	97,803	112,000	14.52%
Sale of Fixed Assets:							
364.411	Sale of Equipment	8,685	2,520	1,000	1,000	5,000	400.00%
	Total Sale of Fixed Assets	8,685	2,520	1,000	1,000	5,000	400.00%
Other Miscellaneous:							
366.366	Donations	213	21,695	-	-	-	
369.002	Gasoline Sold	322	848	400	400	1,000	150.00%
369.369	Miscellaneous (Including Anticipated Grants)	52,086	18,393	17,000	17,000	112,000	558.82%
369.370	Copy Charges	510	673	250	250	300	20.00%
369.374	Notary Services	520	410	250	250	300	20.00%
369.376	Lawn Maintenance - Library	2,400	2,400	2,400	2,400	2,400	0.00%
369.379	Refund Prior Year Exp.	6,548	5,089	-	-	-	
369.381	Sales Tax Collection Allowance	583	616	600	600	600	0.00%
369.382	Indebtedness Searches	1,850	3,782	1,000	1,000	1,500	50.00%

CITY OF MADEIRA BEACH, FLORIDA
ESTIMATED REVENUES
GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
369.385	FEMA Application Fees	550	500	500	500	500	0.00%
369.386	Special Event Application Fees	900	900	900	900	900	0.00%
369.387	Accounting Services - Library	3,000	-	-	-	-	
369.388	Sale of Logo Items	339	27	-	-	-	
	Total Miscellaneous	69,821	55,333	23,300	23,300	119,500	412.88%
Other Financing Sources:							
381.016	Transfer from Vehicle Rep. Res	-	-	589,445	-	-	
381.017	Transfer from John's Pass Fund	43,900	44,400	44,400	44,400	75,500	70.05%
381.405	Debt Payment from Marina	-	-	23,276	23,276	23,300	0.10%
381.407	Transfer from Parking Fund	250,000	293,676	-	-	-	
389.400	Administrative Services Allocation	381,645	244,360	244,360	244,360	247,100	1.12%
	Total Other Financing Sources	675,545	582,436	901,481	312,036	345,900	10.85%
TOTAL REVENUES		\$ 5,668,205	\$ 5,235,357	\$ 5,525,748	\$ 4,932,140	\$ 5,261,900	6.69%
LESS: EXPENDITURES BY DEPARTMENT							
	City Manager	194,016	201,505	137,200	157,200	326,500	107.70%
	Community Development	237,299	117,684	167,161	214,924	286,900	33.49%
	Finance	345,133	350,712	288,651	290,652	281,900	-3.01%
	City Clerk / Commission	302,492	337,516	476,476	501,606	386,100	-23.03%
	Non-Departmental	283,043	252,923	291,595	302,614	266,300	-12.00%
	Public Works	385,543	312,200	228,856	245,783	324,900	32.19%
	Streets	243,118	239,990	259,854	252,808	0	-100.00%
	Fire / EMS	1,142,595	1,336,459	1,309,739	1,219,584	1,297,400	6.38%
	Law Enforcement	910,722	931,242	936,104	991,027	1,040,100	4.95%
	Parks	370,248	475,638	389,331	410,098	407,200	-0.71%
	Recreation	481,890	375,527	475,536	469,148	459,400	-2.08%
	Transfer to Vehicle Replacement Fund	-	-	565,245	-	-	
TOTAL EXPENDITURES		\$ 4,896,099	\$ 4,931,396	\$ 5,525,748	\$ 5,055,444	\$ 5,076,700	0.42%
	Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)	11,303,192	11,807,609	11,179,162	11,010,733	11,195,900	1.68%
	Less: Provision for Unforeseen Emergencies	1,632,033	1,643,799	1,841,916	1,685,148	1,660,600	
	Less: Contribution to Assigned Vehicle Replacement	-	-	-	-	69,800	
AVAILABLE FUND BALANCE		\$ 9,671,159	\$ 10,163,810	\$ 9,337,246	\$ 9,325,585	\$ 9,465,500	1.50%

¹ Sewer System Proceeds will remain available for any major capital improvement project as directed by the Board of Commissioners

² FY 2011 Interest Earnings revenue account includes an entry to record unrealized loss on investments in SBA Fund B

**CITY OF MADEIRA BEACH
CITY MANAGER'S OFFICE**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$169,764	\$184,705	\$114,225	\$94,225	\$256,500
OPERATING	20,905	16,800	22,975	62,975	70,000
CAPITAL	3,347	-	-	-	-
TOTAL	\$194,016	\$201,505	\$137,200	\$157,200	\$326,500
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$194,016	\$201,505	\$137,200	\$157,200	\$326,500

MISSION

By the Charter of the City of Madeira Beach, the City Manager shall be the chief administrative officer of the City. The City Manager is responsible to the City Commission for administration of all City affairs placed in the manager's charge by or under the charter. The City Manager shall uphold City ordinances and regulations in the discharge of his/her duties for the betterment of the entire community.

PROGRAMS

ADMINISTRATION - The City Manager provides overall direction and supervision to all City department heads and is responsible for advising and carrying out policies established by the City Commission. Activities include: providing leadership and guidance to the various departments of the City to carry out the day to day functions of the City, administering contracts on behalf of the City pursuant to the provisions of appropriate ordinances, preparing and submitting the annual budget and capital program to the City Commission, along with ensuring the budget is followed and adhered to by all city departments.

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 1000 CITY MANAGER'S OFFICE
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:							
1200	Salaries & Wages	133,754	145,476	90,000	70,000	186,800	166.86%
1400	Overtime	20	1,135	-	-	2,500	
2100	Social Security	10,249	11,126	6,885	6,885	14,300	107.70%
2203	ICMA 401(a) Plan	12,643	11,994	9,000	9,000	20,300	125.56%
2300	Group Insurance	12,417	14,449	7,828	7,828	32,200	311.34%
2400	Worker's Compensation	681	525	512	512	400	-21.88%
	Subtotal Personnel	169,764	184,705	114,225	94,225	256,500	172.22%
OPERATING:							
3100	Professional Services	900	900	1,400	41,400	5,000	-87.92%
3105	Legal - Labor Attorney	-	-	-	-	10,000	
3135	Employee Physicals	-	-	-	-	1,000	
3136	Criminal Records Check	-	-	-	-	800	
3400	Other Contractual Services	-	-	-	-	25,000	
4000	Travel and Training	2,499	1,049	1,000	1,000	5,000	400.00%
4001	Auto Allowance	4,225	2,101	4,200	4,200	6,000	42.86%
4110	Cellular Telephone	362	195	390	390	-	-100.00%
4200	Postage	3,590	3,641	2,505	2,505	3,500	39.72%
4700	Print & Reproduction	6,271	6,557	8,700	8,700	8,700	0.00%
4800	Promotions & Pub Relations	442	460	1,000	1,000	500	-50.00%
4900	Other Current Charges	-	-	-	-	500	
5100	Office Supplies	1,076	354	800	800	1,000	25.00%
5210	Departmental Supplies	-	-	480	480	-	-100.00%
5420	Dues & Subscriptions	1,540	1,543	2,500	2,500	3,000	20.00%
	Subtotal Operating	20,905	16,800	22,975	62,975	70,000	11.16%
CAPITAL:							
6400	Capital Equipment	3,347	-	-	-	-	
	Subtotal Capital	3,347	-	-	-	-	
	TOTAL CITY MANAGER'S OFFICE	194,016	201,505	137,200	157,200	326,500	107.70%

**CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 1000 CITY MANAGER'S OFFICE
 GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	186,800	Wages for the City Manager and two Administrative Assistants, including 3% increases for the assistants
1400	Overtime	2,500	Overtime expenses as necessary for administrative assistants
2100	Social Security	14,300	FICA contributions at 7.65% of salary
2203	ICMA 401(a) Plan	20,300	Contribution to City Manager's retirement at 12% of salary, per contract, and staff retirement at 9% of salary
2300	Group Insurance	32,200	Health and life insurance costs for three employees, including quoted 9.4% medical insurance premium increase. Also includes dependent coverage for the City Manager, per contract
2400	Worker's Compensation	400	Worker's Compensation insurance costs for three employees
	Subtotal Personnel	<u>256,500</u>	
OPERATING:			
3100	Professional Services	5,000	Financial advisor services, bond counsel services and/or other technical services to support capital project financing, economic development initiatives, or other projects as needed
3105	Legal - Labor Attorney	10,000	Labor attorney's legal expenses for union negotiations. Previously included in the City Clerk/Commission budget
3135	Employee Physicals	1,000	Drug screens and physicals for all new hires Citywide
3136	Criminal Records Check	800	FDLE criminal background checks for all new hires Citywide
3400	Other Contractual Services	25,000	Bi-weekly payroll processing and time/attendance services provided by Paychex (approx. \$15,000). Funds are also included to contract claims administration services through an outside agency (estimated \$9,000). Madeira Beach TV expenses (\$1,000) are also included in this account.
4000	Travel and Training	5,000	Costs for City Manager to attend one national and one state conference, capped at \$3,000 per year, according to contract. Additional funds included for Administrative Assistants' professional development as appropriate
4001	Auto Allowance	6,000	City Manager's automobile allowance as provided by contract (\$500/month)
4110	Cellular Telephone	-	
4200	Postage	3,500	Mailing costs for the City's quarterly Communicator Newsletter (\$2,300) and other general correspondence. Budgeted amount based on prior year history
4700	Print & Reproduction	8,700	Preparation costs for the City's quarterly Communicator Newsletter (\$8,500) and other miscellaneous printing
4800	Promotions & Pub Relations	500	Various costs for hosting professional meetings and events
4900	Other Current Charges	500	Recruiting/advertising expenses for all vacancies Citywide
5100	Office Supplies	1,000	Minor recurring office supply purchases
5210	Departmental Supplies	-	
5420	Dues & Subscriptions	3,000	Professional membership fees for the City Manager, per contract, including ICMA
	Subtotal Operating	<u>70,000</u>	
CAPITAL:			
6400	Capital Equipment	-	
	Subtotal Capital	<u>-</u>	
	TOTAL CITY MANAGER	<u>326,500</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 1000 CITY MANAGER'S OFFICE
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CITY MANAGER	1	1	1
ADMINISTRATIVE ASSISTANT*	1	0	2
TOTAL FUNDED POSITIONS	2	1	3

**Administrative Assistant positions have been re-assigned in the FY 2013 budget to improve workflows within the organization. Two Administrative Assistants will work under the direction of the City Manager. The remaining three Administrative Assistant positions will be assigned to the Finance, Community Development, and Fire Departments, respectively.*

**CITY OF MADEIRA BEACH
COMMUNITY DEVELOPMENT**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$142,555	\$77,557	\$120,018	\$155,444	\$204,800
OPERATING	54,263	40,127	44,600	59,480	82,100
CAPITAL	40,481	-	-	-	-
OTHER	-	-	2,543	-	-
TOTAL	\$237,299	\$117,684	\$167,161	\$214,924	\$286,900
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$237,299	\$117,684	\$167,161	\$214,924	\$286,900

MISSION

The Community Development Department provides the City with professional urban planning services, code compliance, grant writing and implementation, and flood plain management. Effective FY 2013, the City will also manage its own building permit and inspection process rather than contracting with an outside agency. The department participates in planning efforts along the Gulf beaches, as part of a team with other beach communities.

The mission is to maintain the unique beach community character while working toward a vision in the direction of improved land and water uses. The planning process is intended to improve the health, safety and welfare of the City.

The Community Development Manager reports to the City Manager and serves as the staff liaison to the Planning Commission, Special Magistrate for code enforcement cases and variances, the Board of Commissioners and any other advisory committees that may be created over time.

PROGRAMS

PLANNING - Includes both current and long range planning for the City of Madeira Beach, as well as CRS management.

**CITY OF MADEIRA BEACH
COMMUNITY DEVELOPMENT**

Current Planning includes the review of development plans. The Community Development Manager reviews site plans from concept through final site plan. The Community Development Manager prepares all staff reports for all cases before the Special Magistrate, who makes a final determination when a variance, special exception or administrative determination is requested.

Long Range Planning includes Comprehensive Plan review and amendments, Land Development Code revision and assistance toward Capital Improvement Program planning. Long Range Planning also includes coordination with State of Florida and Pinellas County plans, regionally specific project planning and implementation of the Madeira Beach Master Plan.

CRS (COMMUNITY RATING SYSTEM) MANAGEMENT - The Community Development Manager coordinates the assembling of data for the CRS cycle application. The activity is key toward having the best CRS rating possible. CRS is part of the National Flood Insurance Program. The objective is to prevent and reduce flood losses.

CODE COMPLIANCE Responsible for day to day enforcement of the City's Code of Ordinances. Enforcement includes land development regulations, life safety, nuisance and environmental issues. Coordination with other City departments assists in effective enforcement of City codes and regulations.

BUILDING. Responsible for managing City of Madeira Beach building activity to ensure compliance with the Madeira Beach Code of Ordinances.

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 1050 COMMUNITY DEVELOPMENT
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:							
1200	Salaries & Wages	110,791	62,250	92,905	117,385	158,800	35.28%
1400	Overtime	69	170	550	850	500	-41.18%
2100	Social Security	8,218	4,596	7,149	9,786	12,200	24.67%
2203	ICMA 401(a) Plan	9,730	2,749	1,996	2,513	7,800	210.39%
2300	Group Insurance	12,252	7,333	16,390	22,265	24,200	8.69%
2400	Worker's Compensation	529	459	1,028	2,645	1,300	-50.85%
2500	Unemployment Compensation	966	-	-	-	-	
	Subtotal Personnel	142,555	77,557	120,018	155,444	204,800	31.75%
OPERATING:							
3100	Professional Services	2,080	17,636	5,500	37,000	55,000	48.65%
3125	Special Magistrate	27,979	13,594	27,000	7,000	10,000	42.86%
3400	Other Contractual Services	11,400	3,640	500	500	1,000	100.00%
4000	Travel and Training	2,062	625	2,650	3,950	3,800	-3.80%
4110	Cellular Telephone	391	557	780	780	1,000	28.21%
4200	Postage	4,589	1,849	2,500	2,500	2,500	0.00%
4500	General Insurance	451	437	90	450	500	11.11%
4600	Maint Auto Equipment	151	81	100	500	500	0.00%
4680	Maint Tires	-	-	80	400	400	0.00%
4700	Print & Reproduction	2,202	1,129	2,000	2,000	2,000	0.00%
5100	Office Supplies	1,866	242	2,000	2,000	2,000	0.00%
5200	Uniforms	-	-	300	300	300	0.00%
5220	Gasoline & Oil*	424	147	500	1,300	1,000	-23.08%
5420	Dues & Subscriptions	668	190	600	800	2,100	162.50%
	Subtotal Operating	54,263	40,127	44,600	59,480	82,100	38.03%
CAPITAL:							
6400	Capital Equipment	40,481	-	-	-	-	
	Subtotal Capital Outlay	40,481	-	-	-	-	
OTHER:							
9910	Transfer to Vehicle Replacement Fund	-	-	2,543	-	-	
	Subtotal Other	-	-	2,543	-	-	
TOTAL COMMUNITY DEVELOPMENT		237,299	117,684	167,161	214,924	286,900	33.49%

*FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 1050 COMMUNITY DEVELOPMENT
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	158,800	Wages for the Community Development Director, Code Enforcement Officer and Administrative Assistant, including 3% increases for eligible staff
1400	Overtime	500	Overtime expenses for Code Enforcement Officer and Administrative Assistant
2100	Social Security	12,200	FICA contributions at 7.65% of salary
2203	ICMA 401(a) Plan	7,800	City's contribution to staff retirement at 9% of salary after reaching 1-year tenure period
2300	Group Insurance	24,200	Health and life insurance costs for three employees, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	1,300	Worker's Compensation insurance costs for three employees
2500	Unemployment Compensation	-	
	Subtotal Personnel	<u>204,800</u>	
OPERATING:			
3100	Professional Services	55,000	Fees associated with survey, planning, technical services related to planned development, as well as building related professional service expenses
3125	Special Magistrate	10,000	Quarterly fees (approx. \$2,500/each) associated with special magistrate services for variances, special exception use and code enforcement issues
3400	Other Contractual Services	1,000	Code enforcement software (\$500) and Pinellas County mapping services (\$500)
4000	Travel and Training	3,800	Community Development Director's APA state conference (\$1,200); FACE member certification fees for Code Enforcement Officer (\$1,100); business tax training for Administrative Assistant; other relevant professional development
4110	Cellular Telephone	1,000	Cell phone costs for Community Development Director and Code Enforcement Officer
4200	Postage	2,500	Postage for the department's correspondence
4500	General Insurance	500	Auto liability and physical damage policy for code enforcement vehicle
4600	Maint Auto Equipment	500	Auto equipment maintenance for code enforcement vehicle
4680	Maint Tires	400	Tires and tire replacement service for code enforcement vehicle
4700	Print & Reproduction	2,000	Printing costs associated with business cards, maps, plans, hangtags, plat sheets, etc.
5100	Office Supplies	2,000	Minor recurring office supply purchases
5200	Uniforms	300	Uniform purchases for Code Enforcement Officer and Administrative Assistant per CWA contract
5220	Gasoline & Oil	1,000	Estimated gasoline and oil expenses for code enforcement vehicle
5420	Dues & Subscriptions	2,100	American Planning Association (APA) and American Institute of Certified Planners (AICP): \$600; Planners Advisory Service (PAS): \$800; FL Business Tax Officials (FABTO): \$200; International Code Council: \$200; FL Association of Code Enforcement: \$300
	Subtotal Operating	<u>82,100</u>	
CAPITAL:			
6400	Capital Equipment	-	
	Subtotal Capital Outlay	<u>-</u>	
OTHER:			
9910	Transfer to Vehicle Replacement Fund	-	
	Subtotal Other	<u>-</u>	
TOTAL COMMUNITY DEVELOPMENT		<u>286,900</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 1050 COMMUNITY DEVELOPMENT
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
COMMUNITY DEVELOPMENT DIRECTOR	1	0	1
COMMUNITY DEVELOPMENT MANAGER	0	1	0
CODE ENFORCEMENT OFFICER*	0	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
TOTAL FUNDED POSITIONS	2	3	3

**The Board of Commissioners approved a Budget Amendment in FY 2012 to re-assign the Code Enforcement Officer / Inspector position, previously shared between the Fire/EMS and Community Development Departments. The position is now a full-time Code Enforcement Officer supported entirely by the Community Development Department.*

**CITY OF MADEIRA BEACH
FINANCE**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$269,949	\$281,551	\$212,465	\$212,465	\$202,400
OPERATING	73,846	68,006	74,686	76,687	79,500
CAPITAL	1,338	1,155	1,500	1,500	-
TOTAL	\$345,133	\$350,712	\$288,651	\$290,652	\$281,900
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$345,133	\$350,712	\$288,651	\$290,652	\$281,900

MISSION

The Finance Department, led by the Finance Director, is responsible for administration of the City's financial affairs and the development of fiscal policies to ensure accountability and fiscal discipline. Finance Department accounting and administrative staff help maintain the City's day-to-day financial records and coordinate procurement activities. The Finance Director reports to the City Manager.

PROGRAMS

BUDGET AND MANAGEMENT - Responsible for the coordination and development of the Annual Budget and Capital Improvement Program (CIP).

FINANCIAL REPORTING - Provides monthly revenue and expenditure reports and balance sheets, and prepares the Comprehensive Annual Financial Report (CAFR).

BUDGETING COMPLIANCE - Involves expenditure, encumbrance and authority monitoring as well as compliance for supplemental appropriations and transfers.

HUMAN RESOURCES - Assists the City Manager in Human Resources Management functions, including employee benefit administration, personnel budgeting, and insurance program administration.

**CITY OF MADEIRA BEACH
FINANCE**

CASH RECEIPTS PROCESSING - This involves processing of City cash receipts as well as accounting and reconciling.

FIXED ASSET CONTROL - Controls the purchase of fixed assets, changes, perpetual inventory, data base preparation and oversight of annual physical inventory.

PURCHASING/CASH DISBURSEMENTS - This program involves verification and input of invoices, authorization for payment, reconciliation of vendor accounts, preparation of payments and reconciliation of bank accounts.

RISK MANAGEMENT - Includes the provision and promotion of an effective program to protect all City assets from loss or damage including both property and people.

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 1100 FINANCE
GENERAL FUND - 001**

A/C # ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:						
1200 Salaries & Wages	209,364	223,099	162,712	162,712	156,000	-4.13%
1400 Overtime	7	894	280	280	-	-100.00%
2100 Social Security	15,910	16,677	12,489	12,489	11,900	-4.72%
2201 Retirement - FRS	4,076	2,189	-	-	-	
2203 ICMA 401(a) Plan	15,097	12,152	7,559	7,559	9,900	30.97%
2300 Group Insurance	24,436	25,753	28,420	28,420	24,200	-14.85%
2400 Worker's Compensation	1,059	787	1,005	1,005	400	-60.20%
Subtotal Personnel	269,949	281,551	212,465	212,465	202,400	-4.74%
OPERATING:						
3100 Professional Services	2,965	-	3,000	3,000	20,000	566.67%
3121 Computer Software Support	17,841	16,139	16,139	16,139	20,200	25.16%
3135 Employee Physicals	140	997	500	500	-	-100.00%
3136 Criminal Records Check	188	1,677	400	400	-	-100.00%
3200 Accounting and Auditing	28,900	22,500	28,100	30,101	32,000	6.31%
3400 Other Contractual Services	8,494	9,060	8,875	8,875	-	-100.00%
4000 Travel and Training	3,082	2,052	3,325	3,325	1,500	-54.89%
4200 Postage	1,658	1,722	2,400	2,400	2,000	-16.67%
4500 General Insurance	700	904	1,100	1,100	1,200	9.09%
4640 Maint- Other Equipment	-	349	400	400	300	-25.00%
4700 Print & Reproduction	2,262	1,825	1,900	1,900	1,200	-36.84%
4800 Promotional Activities	1,702	2,639	1,000	1,000	-	-100.00%
4900 Other Current Charges	269	405	600	600	-	-100.00%
5100 Office Supplies	3,758	6,792	4,350	4,350	1,000	-77.01%
5200 Uniforms	-	60	100	100	-	-100.00%
5420 Dues & Subscriptions	1,887	885	2,497	2,497	100	-96.00%
Subtotal Operating	73,846	68,006	74,686	76,687	79,500	3.67%
CAPITAL:						
6400 Capital Equipment	1,338	1,155	1,500	1,500	-	-100.00%
Subtotal Capital Outlay	1,338	1,155	1,500	1,500	-	-100.00%
TOTAL FINANCE	345,133	350,712	288,651	290,652	281,900	-3.01%

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 1100 FINANCE
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	156,000	Wages for the Finance Director, Accounting Specialists, and Administrative Assistant. Includes 3% increase for eligible staff
1400	Overtime	-	
2100	Social Security	11,900	FICA contributions at 7.65% of salary
2201	Retirement - FRS	-	
2203	ICMA 401(a) Plan	9,900	City's contribution to staff retirement at 9% of salary after reaching 1-year tenure period
2300	Group Insurance	24,200	Health and life insurance costs for three full-time employees, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	400	Worker's Compensation insurance costs for four employees
	Subtotal Personnel	<u>202,400</u>	
OPERATING:			
3100	Professional Services	20,000	Technical services to support CAFR preparation or other specific projects as needed
3121	Computer Software Support	20,200	Financial software system (MUNIS) support contract, billed quarterly. Budgeted amount reflects Summer 2012 anticipated fee increase
3135	Employee Physicals	-	
3136	Criminal Records Check	-	
3200	Accounting and Auditing	32,000	Annual independent audit of the City's financial statements as required by State Statutes and City Charter. Budget amount based on FY 2012 fees. Current three-year agreement expires after FY 2013
3400	Other Contractual Services	-	
4000	Travel and Training	1,500	Miscellaneous local training relevant to professional development
4200	Postage	2,000	Postage for all financial correspondence including invoices and payments
4500	General Insurance	1,200	Finance Director bonding per City Charter requirements
4640	Maint- Other Equipment	300	Service calls and maintenance for various Finance Department equipment
4700	Print & Reproduction	1,200	Printing costs for the annual CAFR and budget documents
4800	Promotional Activities	-	
4900	Other Current Charges	-	
5100	Office Supplies	1,000	Miscellaneous office supplies as needed
5200	Uniforms	-	
5420	Dues & Subscriptions	100	Finance Director's FGFOA dues (\$35) and other relevant professional memberships
	Subtotal Operating	<u>79,500</u>	
CAPITAL:			
6400	Capital Equipment	-	
	Subtotal Capital Outlay	<u>-</u>	
	TOTAL FINANCE	<u>281,900</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 1100 FINANCE
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
FINANCE DIRECTOR	1	1	1
HUMAN RESOURCES MANAGER	1	0	0
ACCOUNTING SPECIALIST	1	1	1
P/T ACCOUNTING SPECIALIST*	0	0	0.5
ADMINISTRATIVE ASSISTANT	1	1.8	1
TOTAL FUNDED POSITIONS	4	3.8	3.5

**One part-time Accounting Specialist is included in the budget as an addition to the Finance Department, to help address feedback from the FY 2011 annual audit regarding timely financial reporting.*

**CITY OF MADEIRA BEACH
CLERK/COMMISSION**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
EXPENDITURES:					
PERSONNEL	\$113,682	\$109,814	\$110,534	\$110,534	\$115,900
OPERATING	133,686	170,542	241,552	266,682	198,000
CAPITAL	2,009	-	1,500	1,500	-
DONATIONS	53,115	57,160	66,572	66,572	72,200
OTHER	-	-	56,318	56,318	-
TOTAL	\$302,492	\$337,516	\$476,476	\$501,606	\$386,100
FUNDING SOURCE:					
GENERAL FUND	\$302,492	\$337,516	\$476,476	\$501,606	\$386,100

MISSION

The Charter of the City of Madeira Beach vests the Board of Commissioners with all the legislative power of the City. The Board of Commissioners consists of four Commissioners and a Mayor-Commissioner. The Board of Commissioners is empowered to adopt, amend and repeal ordinances and resolutions; levy taxes; grant, renew or extend franchises; set service or user charges for municipal services; and appoint a City Clerk, City Manager and a City Attorney.

PROGRAMS

MAYOR/COMMISSION - The office acts as a liaison for the citizens in their communications to the Mayor and Commission members.

ELECTIONS - City elections are held on the second Tuesday in March of each year. The Clerk's office advises candidates of procedures for running for office, recruits poll workers, places all required legal advertisements and serves as the Supervisor of Municipal Elections.

**CITY OF MADEIRA BEACH
CLERK/COMMISSION**

SERVICES

Records - As custodian of the records, the City Clerk fulfills record requests for the public and other agencies.

Declaration of Domicile - Applications are taken throughout the year for parents who need to enter their children in school, for business purposes and for proof of residency. There is a fee for the Declaration of Domicile.

Voter Registration - Applications are available for anyone eighteen years or older. There is no fee for this proof of residency.

Notary - Notaries are available throughout City Hall to assist in the execution of documents. There is a fee for this service.

CITY OF MADEIRA BEACH, FLORIDA
APOPROPRIATIONS
DEPARTMENT: 1300 CLERK/COMMISSION
GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:							
1100	Salaries-Commission	26,000	26,400	26,500	26,500	26,400	-0.38%
1200	Salaries & Wages	65,531	65,026	60,955	60,955	63,300	3.85%
1400	Overtime	-	-	3,020	3,020	3,000	-0.66%
2100	Social Security	6,921	6,970	6,572	6,572	6,800	3.47%
2201	Retirement - FRS	6,621	4,284	-	-	-	
2203	ICMA 401(a) Plan	1,944	1,933	3,920	3,920	8,000	104.08%
2300	Group Insurance	6,211	4,808	9,038	9,038	8,100	-10.38%
2400	Worker's Compensation	454	393	529	529	300	-43.29%
	Subtotal Personal Services	113,682	109,814	110,534	110,534	115,900	4.85%
OPERATING:							
3100	Professional Services	345	4,788	24,000	24,000	10,000	-58.33%
3101	City Attorney - Retainer	50,400	53,200	50,400	50,400	50,400	0.00%
3102	City Attorney - Non-Retainer	16,100	30,888	40,000	40,000	15,000	-62.50%
3103	Other Legal Expenses	-	10,208	5,000	5,000	5,000	0.00%
3105	Legal - Labor Attorney	1,301	486	10,000	10,000	-	-100.00%
3137	Legal Recording	1,267	460	1,500	1,500	1,500	0.00%
3400	Other Contractual Services	-	1,303	17,200	17,200	10,800	-37.21%
4000	Travel and Training	17	51	1,000	1,000	1,000	0.00%
4010	Travel-Comm Dist #1	1,310	1,346	1,000	1,000	1,000	0.00%
4020	Travel-Comm Dist #2	15	30	1,000	1,000	1,000	0.00%
4030	Travel-Comm Dist #3	-	-	-	-	1,000	
4040	Travel-Comm Dist #4	283	951	1,000	1,000	1,000	0.00%
4050	Travel-Mayor	60	316	300	300	1,000	233.33%
4110	Cellular Telephone	362	260	240	240	400	66.67%
4200	Postage	246	261	750	750	500	-33.33%
4640	Maint Other Equipment	125	524	2,000	2,000	2,000	0.00%
4700	Print & Reproduction	572	1,031	1,500	1,500	1,200	-20.00%
4800	Promotions & Pub Relations	9,983	9,947	8,000	38,130	71,000	86.21%
4801	Christmas Decorations	22,693	20,114	25,000	25,000	-	-100.00%
4802	Board Appreciation Dinner	795	1,125	1,500	1,500	1,200	-20.00%
4803	Boat Parade	5,832	2,835	4,531	4,531	5,000	10.35%
4804	Fireworks	10,000	10,000	23,631	18,631	-	-100.00%
4811	Veteran's Day Boat Parade	500	500	500	500	500	0.00%
4900	Other Current Charges	6,065	7,441	8,000	8,000	6,000	-25.00%
4910	Election Expenses	505	4,925	6,000	6,000	6,000	0.00%
5100	Office Supplies	1,710	4,160	4,000	4,000	2,000	-50.00%
5200	Uniforms	192	407	500	500	500	0.00%
5210	Departmental Supplies	-	29	-	-	-	
5420	Dues & Subscriptions	3,008	2,956	3,000	3,000	3,000	0.00%
	Subtotal Operating	133,686	170,542	241,552	266,682	198,000	-25.75%
CAPITAL:							
6400	Capital Equipment	2,009	-	1,500	1,500	-	-100.00%
	Subtotal Capital Outlay	2,009	-	1,500	1,500	-	-100.00%

CITY OF MADEIRA BEACH, FLORIDA
 APOPROPRIATIONS
 DEPARTMENT: 1300 CLERK/COMMISSION
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
DONATIONS:							
8201	Seniors Club	1,500	1,500	1,700	1,700	1,700	0.00%
8221	S.P.C.A.	-	-	500	500	500	0.00%
8222	Neighborly Care Network	5,500	5,500	5,500	5,500	5,500	0.00%
8340	Gulf Beaches Library	46,115	50,160	58,872	58,872	64,500	9.56%
	Subtotal Donations	53,115	57,160	66,572	66,572	72,200	8.45%
OTHER:							
9900	Contingency	-	-	56,318	56,318	-	-100.00%
	Subtotal Other	-	-	56,318	56,318	-	-100.00%
	TOTAL CLERK/COMMISSION	302,492	337,516	476,476	501,606	386,100	-23.03%

CITY OF MADEIRA BEACH, FLORIDA
APROPRIATIONS
DEPARTMENT: 1300 CLERK/COMMISSION
GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1100	Salaries-Commission	26,400	Wages for Mayor and Commissioners
1200	Salaries & Wages	63,300	Wages for City Clerk
1400	Overtime	3,000	Authorized overtime to film Commission meetings
2100	Social Security	6,800	FICA contributions at 7.65% of salary
2201	Retirement - FRS	-	
			City's contribution to staff and Commissioners' retirement at 9% of salary after reaching 1-year tenure period
2203	ICMA 401(a) Plan	8,000	Health and life insurance costs for the City Clerk, including quoted 9.4% medical insurance premium increase
2300	Group Insurance	8,100	
2400	Worker's Compensation	300	Worker's Compensation insurance costs for the City Clerk and BOC
	Subtotal Personal Services	<u>115,900</u>	
OPERATING:			
			Municipal Code Corporation expenses (\$3,500); ongoing optical imaging of City records (estimated \$6,500)
3100	Professional Services	10,000	
3101	City Attorney - Retainer	50,400	City Attorney legal services per Legal Services Agreement
3102	City Attorney - Non-Retainer	15,000	Additional City Attorney legal expenses associated with representation of the City
3103	Other Legal Expenses	5,000	Other miscellaneous legal fees not covered by the City Attorney
			These funds have been moved to the City Manager's office, in the amount of \$10,000 for FY 2013
3105	Legal - Labor Attorney	-	
3137	Legal Recording	1,500	Legal recording of liens and release of liens
			Offsite records storage (\$1,200); continued purging of all records upon implementing citywide records plan (\$9,600)
3400	Other Contractual Services	10,800	
			Travel and Training for the City Clerk to attend the Florida Association of City Clerks conference and related professional training
4000	Travel and Training	1,000	
4010	Travel-Comm Dist #1	1,000	Travel for Commissioner District 1
4020	Travel-Comm Dist #2	1,000	Travel for Commissioner District 2
4030	Travel-Comm Dist #3	1,000	Travel for Commissioner District 3
4040	Travel-Comm Dist #4	1,000	Travel for Commissioner District 4
4050	Travel-Mayor	1,000	Travel for the Mayor
4110	Cellular Telephone	400	Cell phone stipend for the City Clerk
			Postage for miscellaneous correspondence. Budget amount based on prior year history
4200	Postage	500	
4640	Maint Other Equipment	2,000	Repair and maintenance of digital equipment, microphones, speakers, etc.
4700	Print & Reproduction	1,200	Printing the code book, business cards, invitations, etc.
			Miscellaneous community outreach and public relations activities. Includes \$60,000 in new funding on top of prior year original budget, reserved for new or expanded special event activities. Also includes \$3,000 to host professional events such as
4800	Promotions & Pub Relations	71,000	BIG-C, Suncoast League of Cities, etc.
			These funds have been moved to Public Works, in the amount of \$25,000 for FY 2013
4801	Christmas Decorations	-	
4802	Board Appreciation Dinner	1,200	BOC-approved recognition dinner for all City of Madeira Beach board members
4803	Boat Parade	5,000	Boat Parade activities including prizes, posters, maps, numbers and awards.
			These funds have been moved to Public Works, in the amount of \$26,000 for FY 2013
4804	Fireworks	-	
4811	Veteran's Day Boat Parade	500	Sponsorship of the Veteran's Day Boat Parade
4900	Other Current Charges	6,000	Legal advertising expenses
			Pinellas County Supervisor of Elections fees and Florida Elections Commission assessment fees
4910	Election Expenses	6,000	

CITY OF MADEIRA BEACH, FLORIDA
APROPRIATIONS
DEPARTMENT: 1300 CLERK/COMMISSION
GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
5100	Office Supplies	2,000	Minor recurring office supply purchases
5200	Uniforms	500	City shirts for Mayor and Commissioners
5210	Departmental Supplies	-	
			Florida League of Cities (\$500); Suncoast League of Cities (\$500); Florida Shore and Beach Preservation Association (\$500); BIG-C (\$550); Pinellas County Municipal Clerks Association (\$25); Florida Association of City Clerks (\$75); International Institute of Municipal Clerks (\$135); Sam's Club (\$15); Mayor's Council of Pinellas (\$150); National Association of Parliamentarians (\$100); Notary renewal (\$200); and miscellaneous publications (\$250)
5420	Dues & Subscriptions	3,000	
	Subtotal Operating	<u>198,000</u>	
CAPITAL:			
6400	Capital Equipment	-	
	Subtotal Capital Outlay	<u>-</u>	
DONATIONS:			
8201	Seniors Club	1,700	Senior's Club donation
8221	S.P.C.A.	500	Society for the Prevention of Cruelty to Animals donation
8222	Neighborly Care Network	5,500	Neighborly Care Network donation
8340	Gulf Beaches Library	64,500	Per library FY 2013 budget approved May 21, 2012
	Subtotal Donations	<u>72,200</u>	
OTHER:			
9900	Contingency	-	
	Subtotal Other	<u>-</u>	
TOTAL CLERK/COMMISSION		<u>386,100</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 1300 CLERK/COMMISSION
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CITY CLERK	1	1	1
ADMINISTRATIVE ASSISTANT	0	0.2	0
MAYOR	1	1	1
COMMISSIONERS	4	4	4
TOTAL FUNDED POSITIONS	6	6.2	6

**CITY OF MADEIRA BEACH
NON-DEPARTMENTAL**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$0	\$0	\$0	\$0	\$0
OPERATING	279,329	252,923	281,595	292,614	266,300
CAPITAL	3,714	-	10,000	10,000	-
TOTAL	\$283,043	\$252,923	\$291,595	\$302,614	\$266,300
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$283,043	\$252,923	\$291,595	\$302,614	\$266,300

MISSION

Non-Departmental includes all costs associated with the repair and maintenance of City Hall. The activities of this division are intended to ensure safe and clean buildings and conditions. This division also includes general operating supplies used by all departments of the City.

CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 1400 NON-DEPARTMENTAL
GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:							
1200	Salaries & Wages	-	-	-	-	-	
1400	Overtime	-	-	-	-	-	
2100	Social Security	-	-	-	-	-	
2203	ICMA 401(a) Plan	-	-	-	-	-	
2300	Group Insurance	-	-	-	-	-	
2400	Worker's Compensation	-	-	-	-	-	
	Subtotal Personnel	-	-	-	-	-	
OPERATING:							
3122	Computer Hardware Support	18,109	15,404	19,800	19,800	17,000	-14.14%
3400	Other Contractual Services	14,968	15,438	19,300	19,300	18,000	-6.74%
3443	Maintenance - Phone System	-	-	2,000	2,000	-	-100.00%
4100	Telephone	24,378	24,337	27,300	27,300	28,000	2.56%
4200	Postage	-	-	300	300	-	-100.00%
4300	Utilities	2,850	1,863	2,800	2,800	3,000	7.14%
4331	Electric - Building	30,011	26,700	30,000	30,000	27,000	-10.00%
4340	Waste Disposal	2,520	2,520	2,520	2,520	2,500	-0.79%
4400	Rentals and Leases	9,301	9,306	9,500	9,500	10,000	5.26%
4500	General Insurance	118,662	117,609	132,950	132,950	138,200	3.95%
4600	Maint Auto Equipment	42	165	-	-	-	
4610	Maintenance - Building	41,191	18,387	25,000	36,019	12,000	-66.68%
4640	Maint Other Equipment	505	180	400	400	400	0.00%
4700	Print & Reproduction	3,999	2,747	1,000	1,000	1,000	0.00%
5100	Office Supplies	3,060	2,491	4,000	4,000	4,000	0.00%
5210	Departmental Supplies	8,747	15,601	4,500	4,500	5,000	11.11%
5220	Gasoline & Oil	811	-	-	-	-	
5420	Dues & Subscriptions	175	175	225	225	200	-11.11%
	Subtotal Operating	279,329	252,923	281,595	292,614	266,300	-8.99%

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 1400 NON-DEPARTMENTAL
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
CAPITAL OUTLAY:							
6400	Capital Equipment	3,714	-	10,000	10,000	-	-100.00%
	Subtotal Capital Outlay	3,714	-	10,000	10,000	-	-100.00%
	TOTAL NON-DEPARTMENTAL	283,043	252,923	291,595	302,614	266,300	-12.00%

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 1400 NON-DEPARTMENTAL
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	-	
1400	Overtime	-	
2100	Social Security	-	
2203	ICMA 401(a) Plan	-	
2300	Group Insurance	-	
2400	Worker's Compensation	-	
	Subtotal Personnel	-	
OPERATING:			
3122	Computer Hardware Support	17,000	Various computer updates and computer system repairs as needed (approx. \$15,000); online data backup services (estimated \$2,000)
3400	Other Contractual Services	18,000	City hall maintenance (\$5,000); Ultra Clean sanitizing services (\$3,000); website hosting and webmaster services (estimated \$10,000)
3443	Maintenance - Phone System	-	
4100	Telephone	28,000	City hall communications services including internet connections and Call Pilot phone system. Budgeted amount based on FY 2012 fees
4200	Postage	-	
4300	Utilities	3,000	Pinellas County water (estimated \$2,500) and reclaimed water (estimated \$500) at City Hall
4331	Electric - Building	27,000	Electrical costs at City Hall based on FY 2012 billing, including 4% increase beginning January 2013
4340	Waste Disposal	2,500	Waste disposal services at City Hall, including one 2-yard dumpster emptied twice per week
4400	Rentals and Leases	10,000	Leasing fees for two copiers and mail machine
4500	General Insurance	138,200	Estimated City Hall insurance premiums, based on quoted increase estimates. Includes property, flood, general liability, crime, and public officials liability coverage.
4600	Maint Auto Equipment	-	
4610	Maintenance - Building	12,000	Annual air conditioning contract (approx. \$8,500) plus minor repairs as needed.
4640	Maint Other Equipment	400	Miscellaneous equipment maintenance including fax machines, time card machine, etc.
4700	Print & Reproduction	1,000	General Citywide printed supplies including letterhead and envelopes
5100	Office Supplies	4,000	Recurring supplies such as mail machine supplies, copy paper, etc.
5210	Departmental Supplies	5,000	City hall supplies including bottled water, paper materials and cleaning supplies
5220	Gasoline & Oil	-	
5420	Dues & Subscriptions	200	City website domain renewal fees (\$200)
	Subtotal Operating	266,300	
CAPITAL:			
6400	Capital Equipment	-	
	Subtotal Capital Outlay	-	
	TOTAL NON-DEPARTMENTAL	266,300	

**CITY OF MADEIRA BEACH
PUBLIC WORKS**

SUMMARY

	FY 2012 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$279,672	\$238,739	\$157,563	\$157,563	\$35,700
OPERATING	65,351	71,377	68,220	86,084	274,200
CAPITAL	40,520	2,084	-	2,136	-
OTHER	-	-	2,973	-	15,000
TOTAL	\$385,543	\$312,200	\$228,756	\$245,783	\$324,900
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$385,543	\$312,200	\$228,756	\$245,783	\$324,900

MISSION

The Public Works Department is responsible for the development, operation, maintenance, inspection, design and engineering of streets, beaches, parks, drainage systems and refuse disposal. Effective FY 2013, Public Works includes the former Streets Division, which is responsible for the construction, maintenance and repair of streets, sidewalks, City docks and signs. Public Works activities are intended to ensure the health, safety and welfare of the community.

PROGRAMS

ADMINISTRATION - The Administration Division provides for the overall planning, organizing, coordinating, staffing, reporting and budgeting for the Department. Also, Administration provides for on-site inspections, project management, planning and coordinating projects with the City's engineering and architectural consultants, and coordinates the preparation of specifications, contracts and bid documents for all public works projects.

GENERAL TRANSPORTATION SERVICES - Provides safe access to all entities within the City, proper paving and adequate sidewalks.

TRAFFIC CONTROL - Provides safe and effective flow of traffic, vehicular and pedestrian signs and signalization.

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 3000 PUBLIC WORKS
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
PERSONNEL:							
1200	Salaries & Wages	211,283	185,157	110,174	110,174	30,800	-72.04%
1400	Overtime	5,267	6,366	4,000	4,000	-	-100.00%
2100	Social Security	16,579	14,051	8,734	8,734	2,400	-72.52%
2201	Retirement - FRS	12,973	-	-	-	-	
2203	ICMA 401(a) Plan	3,494	4,024	6,907	6,907	700	-89.87%
2300	Group Insurance	20,774	21,469	22,292	22,292	800	-96.41%
2400	Worker's Compensation	9,302	7,672	5,456	5,456	1,000	-81.67%
	Subtotal Personnel	279,672	238,739	157,563	157,563	35,700	-77.34%
OPERATING:							
3100	Professional Services	2,500	-	-	-	-	
3400	Other Contractual Services	-	241	-	-	-	
3443	Maintenance - Phone System	-	-	400	400	-	-100.00%
4000	Travel and Training	870	1,285	-	-	-	
4100	Telephone	2,875	2,591	3,250	3,250	-	-100.00%
4110	Cellular Telephone	1,085	941	240	240	-	-100.00%
4200	Postage	29	70	-	-	100	
4331	Electric - Building	7,054	5,720	5,000	5,000	6,300	26.00%
4336	Electric - Street Lights	-	-	-	-	91,000	
4337	Electric - Traffic Signals	-	-	-	-	4,600	
4340	Waste Disposal	-	-	-	-	3,300	
4400	Rentals and Leases	1,200	1,530	3,260	3,260	2,800	-14.11%
4500	General Insurance	28,076	27,921	32,700	32,700	45,400	38.84%
4600	Maint Auto Equipment	1,024	692	800	800	3,000	275.00%
4610	Maintenance - Building	920	4,292	7,000	24,864	3,000	-87.93%
4640	Maint Other Equipment	2,737	9,156	2,900	2,900	4,000	37.93%
4650	Maintenance Streets	-	-	-	-	3,000	
4670	Maint Signs & Signals	-	-	-	-	35,000	
4680	Maintenance Tires	322	792	800	800	1,600	100.00%
4801	Christmas Decorations	-	-	-	-	25,000	
4804	Fireworks	-	-	-	-	26,000	
4920	Licenses & Permits	25	25	25	25	300	1100.00%
5100	Office Supplies	1,535	1,613	1,800	1,800	500	-72.22%
5200	Uniforms	215	107	300	300	700	133.33%
5210	Departmental Supplies	8,566	9,809	6,000	6,000	4,000	-33.33%
5217	Flag Supplies	-	-	-	-	1,000	
5220	Gasoline & Oil*	5,502	3,212	3,000	3,000	12,500	316.67%
5230	Tools	519	628	500	500	800	60.00%
5420	Dues & Subscriptions	297	752	245	245	300	22.45%
	Subtotal Operating	65,351	71,377	68,220	86,084	274,200	218.53%

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 3000 PUBLIC WORKS
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
CAPITAL:							
6300	Capital Improvements						
6400	Capital Equipment	40,520	2,084	-	2,136	-	-100.00%
	Subtotal Capital Outlay	40,520	2,084	-	2,136	-	-100.00%
OTHER:							
9910	Transfer to Vehicle Replacement Fund	-	-	2,973	-	-	
9911	Transfer to CIP Fund					15,000	
	Subtotal Other	-	-	2,973	-	15,000	
TOTAL PUBLIC WORKS		385,543	312,200	228,756	245,783	324,900	32.19%

**FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only*

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 3000 PUBLIC WORKS
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	30,800	Wages for Central Services Director (10%) and P/T Mechanic
1400	Overtime	-	
2100	Social Security	2,400	FICA contributions at 7.65% of salary
2201	Retirement - FRS	-	
2203	ICMA 401(a) Plan	700	City's contribution to staff retirement at 9% of salary after reaching 1-year tenure period
2300	Group Insurance	800	Health and life insurance costs for Public Works staff, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	1,000	Worker's Compensation insurance costs for Public Works staff
	Subtotal Personnel	<u>35,700</u>	
OPERATING:			
3100	Professional Services	-	
3400	Other Contractual Services	-	
3443	Maintenance - Phone System	-	
4000	Travel and Training	-	
4100	Telephone	-	
4110	Cellular Telephone	-	
4200	Postage	100	Miscellaneous correspondence as needed
4331	Electric - Building	6,300	Electrical costs at Public Works based on FY 2012 billing, including 3% increase beginning January 2013
4336	Electric - Street Lights	91,000	Electrical cost for street lights in City limits based on FY 2012 billing, including 4% increase beginning January 2013
4337	Electric - Traffic Signals	4,600	Electrical cost for traffic signals in City limits based on FY 2012 billing, including 4% increase beginning January 2013
4340	Waste Disposal	3,300	Waste disposal at bus stops, Madeira Way and Boca Ciega street ends
4400	Rentals and Leases	2,800	Rental of ice machine (\$2,000) and emergency rental of required equipment (approx. \$800)
4500	General Insurance	45,400	Estimated Public Works complex insurance premiums, based on quoted increase estimates. Includes property and environmental liability coverage. Also includes auto liability and physical damage coverage for six Public Works and former Streets division vehicles.
4600	Maint Auto Equipment	3,000	Auto maintenance on six Public Works and former Streets division vehicles: oil filters, air filters, misc. parts, etc.
4610	Maintenance - Building	3,000	Miscellaneous building maintenance as required
4640	Maint Other Equipment	4,000	Maintenance of Tractor #9 and #43; maintenance of fuel tanks; yearly calibration of pumps and any preventive maintenance as needed (hoses, lines, meters, etc.)
4650	Maintenance Streets	3,000	Patching of roadways and repair of sidewalks
4670	Maint Signs & Signals	35,000	Interlocal agreement for traffic signal maintenance with Pinellas County (\$28,800) and other street/informational sign maintenance as needed
4680	Maintenance Tires	1,600	Tire changes and road service for Public Works vehicles/equipment and former Streets division vehicles
4801	Christmas Decorations	25,000	Christmas decorations, previously budgeted in the City Clerk's office
4804	Fireworks	26,000	Fireworks and barge rental for special events, previously budgeted in the City Clerk's office
4920	Licenses & Permits	300	Annual fuel storage tank registration
5100	Office Supplies	500	Miscellaneous office supplies as needed
5200	Uniforms	700	Purchase of uniforms for Public Works Supervisor
5210	Departmental Supplies	4,000	Small auto parts, shop supplies and miscellaneous small equipment as needed
5217	Flag Supplies	1,000	Supplies for holiday flag displays: flags, poles, clips, etc.
5220	Gasoline & Oil	12,500	Gas and oil for six Public Works and former Streets division vehicles
5230	Tools	800	Hand tools as needed by the Mechanic

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 3000 PUBLIC WORKS
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
5420	Dues & Subscriptions	300	Memberships: Public Works Academy (\$100), American Public Works Association (\$200)
	Subtotal Operating	<u>274,200</u>	
CAPITAL:			
6300	Capital Improvements	<u>-</u>	
6400	Capital Equipment	<u>-</u>	
	Subtotal Capital Outlay	<u>-</u>	
OTHER:			
9910	Transfer to Vehicle Replacement Fund	-	
9911	Transfer to CIP Fund	15,000	Bus Shelter Renovations
	Subtotal Other	<u>15,000</u>	
	TOTAL PUBLIC WORKS	<u>324,900</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 3000 PUBLIC WORKS
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CENTRAL SERVICES DIRECTOR	0	0	0.1
COMMUNITY SERVICES DIRECTOR	1	0	0
MECHANIC	0.3	0.3	0.3
PUBLIC WORKS SUPERVISOR ¹	1	1	0
ADMINISTRATIVE ASSISTANT ²	1	1	0
TOTAL FUNDED POSITIONS	3.3	2.3	0.4

¹ Position moved to Stormwater, effective FY 2013

² Position moved to Finance, effective FY 2013

PLANNED CIP PROJECTS

	<u>FY 2013</u>
Bus Shelter Renovations	\$15,000

**CITY OF MADEIRA BEACH
STREETS**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$95,103	\$99,181	\$98,498	\$98,498	\$0
OPERATING	144,635	140,809	146,310	146,310	-
CAPITAL	3,380	-	8,000	8,000	-
OTHER	-	-	7,046	-	-
TOTAL	\$243,118	\$239,990	\$259,854	\$252,808	\$0
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$243,118	\$239,990	\$259,854	\$252,808	\$0

MISSION

Effective FY 2013, the Streets Division is included in Public Works, managed by the Central Services Director.

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 3100 STREETS
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
PERSONNEL:							
1200	Salaries & Wages	62,991	64,869	62,441	62,441	-	-100.00%
1400	Overtime	4,889	5,224	4,000	4,000	-	-100.00%
2100	Social Security	5,200	5,369	5,083	5,083	-	-100.00%
2203	ICMA 401(a) Plan	5,663	5,613	5,980	5,980	-	-100.00%
2300	Group Insurance	11,974	14,368	14,774	14,774	-	-100.00%
2400	Worker's Compensation	4,386	3,738	6,220	6,220	-	-100.00%
	Subtotal Personnel	95,103	99,181	98,498	98,498	-	-100.00%
OPERATING:							
4000	Travel and Training	-	-	75	75	-	-100.00%
4110	Cellular Telephone	1,085	635	720	720	-	-100.00%
4336	Electric - Street Lights	89,297	76,618	85,000	85,000	-	-100.00%
4337	Electric - Traffic Signals	4,618	4,233	5,000	5,000	-	-100.00%
4340	Waste Disposal	3,215	3,215	3,215	3,215	-	-100.00%
4400	Rentals and Leases	-	-	250	250	-	-100.00%
4500	General Insurance	2,057	1,698	1,900	1,900	-	-100.00%
4600	Maint-Auto Equipment	789	1,860	2,800	2,800	-	-100.00%
4640	Maint- Other Equipment	874	1,658	1,500	1,500	-	-100.00%
4650	Maintenance Streets	2,470	9,627	3,000	3,000	-	-100.00%
4670	Maint Signs & Signals	29,374	32,627	34,000	34,000	-	-100.00%
4680	Maintenance Tires	944	591	800	800	-	-100.00%
4920	Licenses & Permits	82	88	300	300	-	-100.00%
5200	Uniforms	589	514	600	600	-	-100.00%
5210	Departmental Supplies	736	636	1,000	1,000	-	-100.00%
5217	Flag Supplies	1,394	314	850	850	-	-100.00%
5220	Gasoline & Oil	6,928	6,205	5,000	5,000	-	-100.00%
5230	Tools	158	265	250	250	-	-100.00%
5420	Dues & Subscriptions	25	25	50	50	-	-100.00%
	Subtotal Operating	144,635	140,809	146,310	146,310	-	-100.00%
CAPITAL OUTLAY:							
6400	Capital Equipment	3,380	-	8,000	8,000	-	-100.00%
	Subtotal Capital Outlay	3,380	-	8,000	8,000	-	-100.00%
OTHER:							
9910	Transfer to Vehicle Replacement Fund	-	-	7,046	-	-	
	Subtotal Other	-	-	7,046	-	-	
	TOTAL STREETS	243,118	239,990	259,854	252,808	-	-100.00%

CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 3100 STREETS
GENERAL FUND - 001

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
PUBLIC WORKS TECHNICIAN	2	2	0
TOTAL FUNDED POSITIONS	2	2	0

**CITY OF MADEIRA BEACH
FIRE / EMERGENCY MEDICAL SERVICES**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$1,021,488	\$1,215,614	\$1,134,989	\$1,089,563	\$1,094,800
OPERATING	111,114	114,207	121,828	118,448	122,600
CAPITAL	9,993	6,638	11,573	11,573	-
OTHER	-	-	41,349	-	80,000
TOTAL	\$1,142,595	\$1,336,459	\$1,309,739	\$1,219,584	\$1,297,400
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$1,142,595	\$1,336,459	\$1,309,739	\$1,219,584	\$1,297,400

MISSION

Under the direction of the Fire Chief, the Madeira Beach Fire Department is committed to providing high-quality responsive services promoting the health, safety and welfare of all who reside, work or visit within the City's service area. The Fire/EMS department strives to reduce the loss of life and property, through emergency medical services, education, fire prevention, marine operations and suppression. The Fire Chief reports to the City Manager.

PROGRAMS

FIRE PREVENTION EDUCATION – The Fire Department holds classes and gives lectures to the public concerning fire prevention and disaster (hurricane) planning. An emphasis is placed on educating school age children about Fire Prevention.

EMERGENCY MANAGEMENT PROGRAM – The Fire Department has the responsibility of preparing, publishing and updating the City's Emergency Management Plan. This includes all City departments and the four phases of Emergency Management: Preparation, Response, Recovery and Mitigation. In addition, this program coordinates the evacuation of all citizens, especially those with special needs.

CITY OF MADEIRA BEACH
FIRE / EMERGENCY MEDICAL SERVICES

FIRE PREVENTION/SUPPRESSION – In FY 2011, the Fire/EMS Department responded to a total of 1,847 calls. Of these calls, 524 were related to structure/vehicle fires or other non-medical emergencies. A total of 122 inspections were completed.

EMERGENCY MEDICAL CALLS – In FY 2011, The Fire/EMS Department answered 1,323 emergency medical calls.

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 4000 FIRE/EMS
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:							
1200	Salaries & Wages	586,891	636,387	715,158	680,678	687,700	1.03%
1400	Overtime	153,150	255,728	116,985	116,685	120,000	2.84%
2100	Social Security	55,185	66,973	63,659	61,022	52,300	-14.29%
2201	FRS - Regular Class	4,317	3,835	2,082	2,082	3,500	68.11%
2202	FRS - Special Risk	133,884	145,080	93,011	93,011	90,500	-2.70%
2203	ICMA 401(a) Plan	42	585	517	-	1,900	
2300	Group Insurance	58,014	85,197	108,666	102,791	110,400	7.40%
2400	Worker's Compensation	20,948	17,640	34,911	33,294	28,500	-14.40%
2500	Unemployment Compensation	9,057	4,189	-	-	-	
	Subtotal Personnel	1,021,488	1,215,614	1,134,989	1,089,563	1,094,800	0.48%
OPERATING:							
3100	Professional Services	2,245	2,420	2,090	2,090	-	-100.00%
3135	Employee Physicals	5,058	5,346	5,178	5,178	6,000	15.87%
3400	Other Contractual Services	-	900	3,840	3,840	5,800	51.04%
4000	Travel and Training	4,554	5,413	7,000	5,700	6,000	5.26%
4100	Telephone	4,229	3,714	4,200	4,200	4,000	-4.76%
4110	Cellular Telephone	945	914	870	870	400	-54.02%
4200	Postage	126	142	250	250	300	20.00%
4500	General Insurance	17,458	16,664	19,150	18,790	20,500	9.10%
4515	AD&D Insurance	515	515	650	650	600	-7.69%
4600	Maint Auto Equipment	15,913	25,362	14,600	14,200	18,000	26.76%
4610	Maint - Building	5,792	3,321	8,000	8,000	4,000	-50.00%
4640	Maint Other Equipment	4,460	4,640	8,000	8,000	4,000	-50.00%
4680	Maintenance Tires	2,668	4,749	2,500	2,180	2,200	0.92%
4691	Maint Radio Equip.	8,011	3,819	4,000	4,000	4,000	0.00%
4700	Print & Reproduction	491	-	250	250	300	20.00%
4800	Promotions & Public Relations	1,117	1,620	1,800	1,800	1,800	0.00%
4920	Licenses & Permits	35	875	500	500	500	0.00%
5100	Office Supplies	3,194	2,037	2,000	2,000	2,000	0.00%
5200	Uniforms	15,087	12,941	10,000	10,000	11,000	10.00%
5210	Departmental Supplies	9,064	5,320	11,750	11,750	9,000	-23.40%
5220	Gasoline & Oil*	7,912	9,101	9,000	8,200	16,000	95.12%
5230	Tools	281	790	4,000	4,000	4,000	0.00%
5250	Other Medical Supplies	240	121	200	200	200	0.00%
5420	Dues & Subscriptions	1,719	3,483	2,000	1,800	2,000	11.11%
	Subtotal Operating	111,114	114,207	121,828	118,448	122,600	3.51%

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 4000 FIRE/EMS
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
CAPITAL OUTLAY:							
6400	Capital Equipment	9,993	6,638	11,573	11,573	-	-100.00%
	Subtotal Capital Outlay	9,993	6,638	11,573	11,573	-	-100.00%
OTHER:							
9910	Transfer to Vehicle Replacement Fund	-	-	41,349	-	-	
9911	Transfer to CIP Fund					80,000	
	Subtotal Other	-	-	41,349	-	80,000	
TOTAL FIRE/EMS		1,142,595	1,336,459	1,309,739	1,219,584	1,297,400	6.38%

**FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only*

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 4000 FIRE/EMS
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	687,700	Wages for Fire/EMS Department, including 3% increases for eligible staff, and Firefighters Supplemental Income based on State education incentives
1400	Overtime	120,000	Estimated overtime expenses required to maintain staffing levels, based on eligible leave time hours
2100	Social Security	52,300	FICA contributions at 7.65% of salary
2201	FRS - Regular Class	3,500	FRS retirement contributions for the Administrative Assistant
2202	FRS - Special Risk	90,500	FRS retirement contributions for the Fire Chief and Firefighters
2203	ICMA 401(a) Plan	1,900	City's contribution to firefighter retirement at 9% of salary
2300	Group Insurance	110,400	Health and life insurance costs for Fire/EMS Department staff, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	28,500	Worker's Compensation insurance costs for Fire/EMS Department staff
2500	Unemployment Compensation	-	
	Subtotal Personnel	<u>1,094,800</u>	
OPERATING:			
3100	Professional Services	-	
3135	Employee Physicals	6,000	Annual physical exams for firefighters and Fire Chief. Budgeted amount based on FY 2012 costs plus anticipated 5% increase
3400	Other Contractual Services	5,800	Taxi service for paramedics returning from hospital (\$800); fire software maintenance (\$600); Ultra Clean sanitizing services (\$4,400)
4000	Travel and Training	6,000	Training required to maintain certifications, skills and interaction with other departments
4100	Telephone	4,000	Fire Department's telephone service (estimated \$800) and wireless internet connection (estimated \$3,200)
4110	Cellular Telephone	400	Fire Chief's cell phone service
4200	Postage	300	Postage for miscellaneous correspondence
4500	General Insurance	20,500	Auto liability and physical damage insurance for Fire/EMS Department apparatus and vehicles, based on quoted increase estimate
4515	AD&D Insurance	600	Accidental death and disability insurance for Firefighters, based on quoted increase estimate
4600	Maint Auto Equipment	18,000	Preventive maintenance and repairs on Fire/EMS Department apparatus and vehicles. Budgeted amount reflects FY 2012 experience and prior year history
4610	Maint - Building	4,000	Maintenance and small repairs to the Fire Station complex
4640	Maint Other Equipment	4,000	Air tank maintenance (\$500); certified bunker gear repairs (\$1,000); annual pump testing (\$500); miscellaneous office/departmental supply repairs (\$2,000)
4680	Maintenance Tires	2,200	Repair and replacement of Fire/EMS Department vehicle and apparatus tires
4691	Maint Radio Equip.	4,000	Annual maintenance contract (estimated \$3,200); battery replacements; headset repairs
4700	Print & Reproduction	300	Printing training manuals, emergency plan, annual reports, etc.
4800	Promotions & Public Relations	1,800	Public education materials and teaching supplies. The Department has been approved for \$1,000 in grant funding to help offset these costs.
4920	Licenses & Permits	500	Federal and state licensing requirements and re-certifications
5100	Office Supplies	2,000	Miscellaneous office supplies, minor office furniture and equipment
5200	Uniforms	11,000	Uniforms, shoes, bunker gear, helmets, boots, safety equipment and rain gear. Budgeted amount based on FY 2012 experience and prior year history
5210	Departmental Supplies	9,000	Daily supplies required specifically to operate the Fire Station, including cleaning supplies, paper materials and hardware supplies
5220	Gasoline & Oil	16,000	Fuel used in the operation of Fire/EMS Department apparatus and vehicles
5230	Tools	4,000	Acquisition or replacement of firefighting and EMS tools as needed
5250	Other Medical Supplies	200	Replacement of disposable EMS supplies not included in the EMS contract such as special batteries for medical equipment

CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 4000 FIRE/EMS
GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
5420	Dues & Subscriptions	2,000	Memberships to various organizations including: County, State and International Fire Chiefs Associations; Emergency Managers Association; Pinellas Advanced Life Support. Also includes relevant training materials and publications
	Subtotal Operating	<u>122,600</u>	
CAPITAL:			
6400	Capital Equipment	<u>-</u>	
	Subtotal Capital Outlay	<u>-</u>	
OTHER:			
9910	Transfer to Vehicle Replacement Fund	<u>-</u>	
9911	Transfer to CIP Fund	<u>80,000</u>	Fire/EMS SCBA Replacements
	Subtotal Other	<u>80,000</u>	
	TOTAL FIRE/EMS	<u>1,297,400</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4000 FIRE/EMS
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
FIRE CHIEF	1	1	1
FIRE LIEUTENANT	3	3	3
FIREFIGHTER	7	9	9
ADMINISTRATIVE ASSISTANT	1	1	1
CODE ENFORCEMENT OFFICER/INSPECTOR	1	0	0
TOTAL FUNDED POSITIONS	13	14	14

PLANNED CIP EQUIPMENT ACQUISITION

Fire/EMS SCBA Replacements	<u>FY 2013</u>
	\$80,000

**CITY OF MADEIRA BEACH
LAW ENFORCEMENT**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$0	\$0	\$0	\$0	\$0
OPERATING	910,722	931,242	936,104	991,027	1,038,600
CAPITAL	-	-	-	-	1,500
TOTAL	\$910,722	\$931,242	\$936,104	\$991,027	\$1,040,100
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$910,722	\$931,242	\$936,104	\$991,027	\$1,040,100

MISSION

The City of Madeira Beach contracts with the Pinellas County Sheriff's Department for law enforcement within the City.

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 4010 LAW ENFORCEMENT
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:							
1200	Salaries & Wages	-	-	-	-	-	-
1400	Overtime	-	-	-	-	-	-
2100	Social Security	-	-	-	-	-	-
2203	ICMA 401(a) Plan	-	-	-	-	-	-
2300	Group Insurance	-	-	-	-	-	-
2400	Worker's Compensation	-	-	-	-	-	-
	Subtotal Personnel	-	-	-	-	-	-
OPERATING:							
3131	Law Enforcement Services	909,692	930,552	935,104	990,027	1,037,600	4.81%
3410	County Services	1,030	690	1,000	1,000	1,000	0.00%
	Subtotal Operating	910,722	931,242	936,104	991,027	1,038,600	4.80%
CAPITAL OUTLAY:							
6400	Capital Equipment	-	-	-	-	1,500	
	TOTAL LAW ENFORCEMENT	910,722	931,242	936,104	991,027	1,040,100	4.95%

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 4010 LAW ENFORCEMENT
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	-	
1400	Overtime	-	
2100	Social Security	-	
2203	ICMA 401(a) Plan	-	
2300	Group Insurance	-	
2400	Worker's Compensation	-	
	Subtotal Personnel	-	
OPERATING:			
3131	Law Enforcement Services	1,037,600	FY 2013 law enforcement services quote from Pinellas County. Includes one dedicated Community Services Officer
3410	County Services	1,000	County ordinance enforcement fee: \$10 per violation. The City pre-funds the County's account twice annually in the amount of \$500
	Subtotal Operating	1,038,600	
CAPITAL:			
6400	Capital Equipment	1,500	Bicycle and related equipment for Community Services Officer
	TOTAL LAW ENFORCEMENT	1,040,100	

CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4010 LAW ENFORCEMENT
GENERAL FUND - 001

CAPITAL OUTLAY

Community Services Officer Bicycle

FY 2013

\$1,500

**CITY OF MADEIRA BEACH
PARKS**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$231,468	\$236,248	\$235,865	\$235,865	\$255,200
OPERATING	138,780	159,756	150,563	174,233	152,000
CAPITAL	-	79,634	-	-	-
OTHER	-	-	2,903	-	-
TOTAL	\$370,248	\$475,638	\$389,331	\$410,098	\$407,200
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$370,248	\$475,638	\$389,331	\$410,098	\$407,200

MISSION

The Parks Division is responsible for the maintenance and repair of parks and beach public lands, including the setting of swimming and boating buoys along the Gulf of Mexico. The activities of the division are intended to ensure the health, safety and welfare of the community.

PROGRAMS

PARKS MANAGEMENT - Provide safe and clean parks through raking, rubbish removal, beautification of the City through planting and maintenance of shrubbery in medians and park areas.

BEACH MANAGEMENT - Provide safe and clean beaches through raking and rubbish removal, and maintaining buoys in the Gulf for safe swimming.

CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 4900 PARKS
GENERAL FUND - 001

A/C # ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:						
1200 Salaries & Wages	160,423	161,925	159,426	159,426	170,400	6.88%
1400 Overtime	7,061	6,661	8,300	8,300	7,000	-15.66%
2100 Social Security	12,556	12,525	12,831	12,831	13,000	1.32%
2201 Retirement - FRS	8,184	7,307	3,883	3,883	6,400	64.82%
2203 ICMA 401(a) Plan	7,386	7,186	7,579	7,579	11,900	57.01%
2300 Group Insurance	28,983	35,923	36,927	36,927	40,400	9.41%
2400 Worker's Compensation	6,050	4,721	6,919	6,919	6,100	-11.84%
2500 Unemployment Compensation	825	-	-	-	-	
Subtotal Personnel	231,468	236,248	235,865	235,865	255,200	8.20%
OPERATING:						
3412 Contract. Serv.-Archibald Pk.	6,577	-	-	-	-	
3414 Contract. Serv.-Causeway	6,577	6,570	7,000	7,000	6,900	-1.43%
3415 Contract. Serv.-South Beach	6,577	7,907	11,680	11,680	12,100	3.60%
3430 County Charges - County Pk.	1,240	-	-	-	-	
4000 Travel and Training	958	329	750	750	800	6.67%
4110 Cellular Telephone	1,808	1,302	960	960	1,100	14.58%
4311 Water Service - Medians	2,314	2,627	2,000	2,000	3,200	60.00%
4312 Water Service - Parks	6,385	6,497	8,000	8,000	8,000	0.00%
4314 Water Service - Buildings	2,155	2,531	2,000	2,000	3,000	50.00%
4331 Electric - Buildings	960	-	-	-	-	
4332 Electric - Sprinklers	4,337	3,716	3,000	3,000	3,800	26.67%
4339 Electric - Park Restrooms	1,635	1,697	1,800	1,800	1,800	0.00%
4340 Waste Disposal	52,860	47,880	43,638	43,638	43,600	-0.09%
4500 General Insurance	9,381	9,442	10,560	10,560	11,500	8.90%
4600 Maint Auto Equipment	292	4,368	1,400	1,400	1,500	7.14%
4612 Maint Bldg- Archibald Pk.	1,649	1,945	5,000	17,300	5,000	-71.10%
4613 Maint Bldg -South Beach	293	20,801	500	500	1,000	100.00%
4620 Maintenance-Grounds/Parks	5,135	5,519	20,000	16,500	10,000	-39.39%
4622 Maint Grounds-Causeway	1,449	3,571	2,000	16,870	4,000	-76.29%
4630 Maint Grounds - South Beach	22	2,421	4,000	4,000	4,000	0.00%
4640 Maint - Other Equipment	3,061	5,581	4,000	4,000	6,000	50.00%
4660 Maint Beach & Seawall	9,970	15,306	12,000	12,000	12,000	0.00%
4680 Maintenance Tires	-	339	600	600	600	0.00%
4920 Licenses & Permits	-	-	100	100	-	-100.00%
5100 Office Supplies	23	116	75	75	100	33.33%
5200 Uniforms	2,017	1,114	1,200	1,200	1,200	0.00%
5210 Departmental Supplies	3,061	2,175	1,800	1,800	1,800	0.00%
5220 Gasoline & Oil*	6,958	4,878	4,000	4,000	7,000	75.00%
5230 Tools	736	726	2,100	2,100	1,500	-28.57%
5420 Dues & Subscriptions	350	398	400	400	500	25.00%
Subtotal Operating	138,780	159,756	150,563	174,233	152,000	-12.76%

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 4900 PARKS
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
CAPITAL OUTLAY:							
6300	Capital Improvements	-	79,634	-	-	-	
	Subtotal Capital Outlay	-	79,634	-	-	-	
OTHER:							
9910	Transfer to Vehicle Replacement Fund	-	-	2,903	-	-	
	Subtotal Other	-	-	2,903	-	-	
TOTAL PARKS		370,248	475,638	389,331	410,098	407,200	-0.71%

**FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only*

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 4900 PARKS
GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	170,400	Wages for Parks Division, including 3% increases for eligible staff
1400	Overtime	7,000	Estimated overtime expenses based on FY 2012 experience and prior year history
2100	Social Security	13,000	FICA contributions at 7.65% of salary
2201	Retirement - FRS	6,400	FRS retirement contributions for two employees
2203	ICMA 401(a) Plan	11,900	City's contribution to full-time staff retirement at 9% of salary after reaching 1-year tenure period
2300	Group Insurance	40,400	Health and life insurance costs for full-time Parks Division staff, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	6,100	Worker's Compensation insurance costs for Parks Division staff
2500	Unemployment Compensation	-	
	Subtotal Personnel	<u>255,200</u>	
OPERATING:			
3412	Contract. Serv.-Archibald Pk.	-	
3414	Contract. Serv.-Causeway	6,900	Annual contract expenses for daily janitorial services
3415	Contract. Serv.-South Beach	12,100	Daily janitorial services; Ultra Clean sanitizing services
3430	County Charges - County Pk.	-	
4000	Travel and Training	800	Continuing education to support Pesticide Applicator license; Farm Bureau leadership conference; FNGLA leadership conference
4110	Cellular Telephone	1,100	Cell phone service contract expenses
4311	Water Service - Medians	3,200	Water service charges at the City's medians. Budget estimate based on FY 2012 experience and prior year history
4312	Water Service - Parks	8,000	Water service to all City parks, street ends, beach accesses, ball fields, etc.
4314	Water Service - Buildings	3,000	Water service to building at 15066 Gulf Blvd.
4331	Electric - Buildings	-	
4332	Electric - Sprinklers	3,800	Electrical service for sprinklers at various City parks: Kitty Stuart Park, garden at John's Pass Village sign, etc. based on FY 2012 billing, including 4% increase beginning January 2013
4339	Electric - Park Restrooms	1,800	Electrical service for park restrooms based on FY 2012 billing, including 4% increase beginning January 2013
4340	Waste Disposal	43,600	Waste disposal fees based on number of trash cans and dumpsters located at Archibald, Bicentennial, Causeway, South Beach, beach front, and access ways
4500	General Insurance	11,500	Estimated park property insurance premium, based on quoted increase estimate. Also includes auto liability and physical damage policy for four vehicles.
4600	Maint Auto Equipment	1,500	Auto maintenance on vehicles #3, #5, #90, and #36
4612	Maint Bldg- Archibald Pk.	5,000	Repairs to building and restrooms as needed. Emergency repairs were required for failing posts in FY 2012
4613	Maint Bldg -South Beach	1,000	Repairs to building and restrooms as needed. Significant repairs and replacements were completed in FY 2011
4620	Maintenance-Grounds/Parks	10,000	Annual flowers for all parks and green spaces. FY 2012 budget included \$10,000 in additional funding from FDOT beautification grant. Staff will re-apply for this grant in the summer.
4622	Maint Grounds-Causeway	4,000	Cleaning and miscellaneous items for park maintenance
4630	Maint Grounds - South Beach	4,000	
4640	Maint - Other Equipment	6,000	Maintenance of sprinkler systems, tractors, mowers, edgers, blowers, etc.
4660	Maint Beach & Seawall	12,000	Beach cleaning contract (\$5,400) and swim buoy maintenance/replacement as needed
4680	Maintenance Tires	600	Tires and tire services on mowers, tractors, etc.
4920	Licenses & Permits	-	
5100	Office Supplies	100	Miscellaneous supplies: calendars, pens, notebooks, etc.
5200	Uniforms	1,200	Uniform expenses for five full-time employees and seasonal worker

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 4900 PARKS
 GENERAL FUND - 001

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
5210	Departmental Supplies	1,800	Miscellaneous supplies required to manage and maintain parks: keys, safety fence, gas cans, small parts, etc.
5220	Gasoline & Oil	7,000	Gas and oil for Parks Division vehicles and equipment. Budgeted amount based on prior year experience and anticipated price increases
5230	Tools	1,500	Hand tools as needed by Parks Division staff
5420	Dues & Subscriptions	500	FNGLA (\$450) and Farm Bureau (\$50) membership dues
	Subtotal Operating	<u>152,000</u>	
CAPITAL:			
6300	Capital Improvements	<u>-</u>	
	Subtotal Capital Outlay	<u>-</u>	
OTHER:			
9910	Transfer to Vehicle Replacement Fund	<u>-</u>	
	Subtotal Other	<u>-</u>	
	TOTAL PARKS	<u>407,200</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4900 PARKS
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CENTRAL SERVICES DIRECTOR	0	0	0.1
PARKS SUPERVISOR	1	1	1
GROUNDS MAINTENANCE WORKER	5	4	4
GROUNDS MAINT. WORKER (SEASONAL)	0.4	0.4	0.4
TOTAL FUNDED POSITIONS	6.4	5.4	5.5

**CITY OF MADEIRA BEACH
RECREATION**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$231,953	\$221,260	\$248,302	\$248,302	\$271,300
OPERATING	163,741	147,675	167,846	167,846	188,100
CAPITAL	86,196	6,592	53,000	53,000	-
OTHER	-	-	6,388	-	-
TOTAL	\$481,890	\$375,527	\$475,536	\$469,148	\$459,400
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$481,890	\$375,527	\$475,536	\$469,148	\$459,400

MISSION

The leisure services provided to the community through the Recreation Division are intended to enhance the quality of life for citizens and visitors. The City of Madeira Beach provides a multitude of programs for adults and children. The Recreation Division is managed by the Central Services Director.

PROGRAMS

AFTER SCHOOL PROGRAM - The City provides for an after school program for students attending Madeira Beach Elementary.

CHILDREN'S BREAK PROGRAMS - The three children's break programs (Holiday, Spring and Summer Enrichment Programs), provide care through various organized activities for the children of Madeira Beach and surrounding communities while children are out of school. Activities offered include swimming, roller skating, crafts, ice skating, special events, Fun Center activities and many more diversified activities.

ATHLETIC PROGRAMS - Athletic programming for the community includes sports activities for men, women, boys and girls. Athletic opportunities include softball, youth t-ball, youth soccer, youth basketball and cheerleading.

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 5000 RECREATION
GENERAL FUND - 001**

A/C # ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
PERSONNEL:						
1200 Salaries & Wages	178,434	170,899	191,293	191,293	211,300	10.46%
1400 Overtime	4,755	5,741	6,000	6,000	6,000	0.00%
2100 Social Security	14,021	13,477	15,093	15,093	16,200	7.33%
2201 Retirement - FRS	2,070	2,241	1,117	1,117	1,600	43.24%
2203 ICMA 401(a) Plan	5,580	5,304	8,533	8,533	7,600	-10.93%
2300 Group Insurance	17,152	18,582	22,123	22,123	24,500	10.74%
2400 Worker's Compensation	3,328	2,492	4,143	4,143	4,100	-1.04%
2500 Unemployment Compensation	6,613	2,524				
Subtotal Personnel	231,953	221,260	248,302	248,302	271,300	9.26%
OPERATING:						
3117 Umpires & Officials	18,837	24,740	19,580	19,580	32,000	63.43%
3400 Other Contractual Services	-	1,479	-	-	-	
3401 Scorekeepers	3,147	4,475	2,936	2,936	5,000	70.30%
3443 Maint - Phone System	180	-	800	800	-	-100.00%
4000 Travel and Training	927	497	400	400	500	25.00%
4100 Telephone	783	791	840	840	800	-4.76%
4110 Cellular Telephone	723	521	480	480	500	4.17%
4200 Postage	51	40	90	90	100	11.11%
4331 Electric - Buildings	7,672	6,608	7,000	7,000	6,200	-11.43%
4333 Electric - Ball Fields	15,705	10,549	12,000	12,000	16,500	37.50%
4340 Waste Disposal	4,770	4,770	4,770	4,770	4,800	0.63%
4400 Rentals and Leases	1,012	99	3,850	3,850	1,600	-58.44%
4500 General Insurance	27,999	30,482	33,900	33,900	37,400	10.32%
4600 Maint - Auto Equipment	1,596	594	1,100	1,100	1,100	0.00%
4610 Maint - Building	4,067	5,860	7,700	7,700	6,000	-22.08%
4620 Maint - Grounds & Parks	16,275	6,352	12,000	12,000	12,000	0.00%
4640 Maint - Other Equipment	929	1,621	1,000	1,000	1,000	0.00%
4680 Maintenance Tires	105	101	500	500	400	-20.00%
4700 Print & Reproduction		345	-	-	-	
4800 Promotions & Public Relations	-	-	500	500	500	0.00%
4920 Licenses & Permits	311	565	500	500	500	0.00%
5100 Office Supplies	1,428	1,296	750	750	800	6.67%
5200 Uniforms	348	430	550	550	500	-9.09%
5210 Departmental Supplies	17,308	12,780	19,500	19,500	19,500	0.00%
5212 After School Program	12,973	10,672	10,000	10,000	10,000	0.00%
5218 Summer Program	21,085	19,335	24,000	24,000	25,000	4.17%
5219 Special Programs	472	-	-	-	-	
5220 Gasoline & Oil*	3,383	2,498	1,600	1,600	4,000	150.00%
5230 Tools	1,345	50	1,000	1,000	1,000	0.00%
5420 Dues & Subscriptions	310	125	500	500	400	-20.00%
Subtotal Operating	163,741	147,675	167,846	167,846	188,100	12.07%

CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 5000 RECREATION
 GENERAL FUND - 001

A/C # ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
CAPITAL OUTLAY:						
6300 Capital Improvements	-	-	43,000	43,000	-	-100.00%
6400 Capital Equipment	86,196	6,592	10,000	10,000	-	-100.00%
Subtotal Capital Outlay	86,196	6,592	53,000	53,000	-	-100.00%
OTHER:						
9910 Transfer to Vehicle Replacement Fund	-	-	6,388	-	-	
Subtotal Other	-	-	6,388	-	-	
TOTAL RECREATION	481,890	375,527	475,536	469,148	459,400	-2.08%

**FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only*

**CITY OF MADEIRA BEACH, FLORIDA
APPROPRIATIONS
DEPARTMENT: 5000 RECREATION
GENERAL FUND - 001**

A/C # ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:		
1200 Salaries & Wages	211,300	Wages for Recreation Division, including 3% increases for eligible staff
1400 Overtime	6,000	Estimated overtime expenses based on FY 2012 experience and prior year history
2100 Social Security	16,200	FICA contributions at 7.65% of salary
2201 Retirement - FRS	1,600	FRS retirement contributions for two employees
2203 ICMA 401(a) Plan	7,600	City's contribution to full-time staff retirement at 9% of salary after reaching 1-year tenure period
2300 Group Insurance	24,500	Health and life insurance costs for full-time Recreation Division staff, including quoted 9.4% medical insurance premium increase
2400 Worker's Compensation	4,100	Worker's Compensation insurance costs for Parks Division staff
2500 Unemployment Compensation	-	
Subtotal Personnel	<u>271,300</u>	
OPERATING:		
3117 Umpires & Officials	32,000	Budgeted amount is based on three-year trend. League play has increased significantly. These expenses reflect activity levels and are offset by registration revenue growth.
3400 Other Contractual Services	-	
3401 Scorekeepers	5,000	Budgeted increase for umpires, officials, and scorekeepers reflects significant growth in league play. Softball registration revenue increased 35% in FY 2011 and FY 2012 revenues exceeded FY 2011 totals by May.
3443 Maint - Phone System	-	
4000 Travel and Training	500	Registration/reimbursement expenses for staff professional development opportunities
4100 Telephone	800	Internet service expenses (approx. \$66/month)
4110 Cellular Telephone	500	Cell phone service contract (approx. \$41/month)
4200 Postage	100	Postage for miscellaneous correspondence
4331 Electric - Buildings	6,200	Electrical cost at 200 Rex Place based on FY 2012 billing, including 4% increase beginning January 2013
4333 Electric - Ball Fields	16,500	Electrical cost for concession stand and five ball fields based on FY 2012 billing, including 4% increase beginning January 2013
4340 Waste Disposal	4,800	City waste disposal fees to empty two dumpsters and ten trash cans 3x/week
4400 Rentals and Leases	1,600	Portable restroom contract
4500 General Insurance	37,400	Estimated Recreation insurance premiums, including property and flood insurance based on quoted increase estimate. Also includes auto liability and physical damage policy for three vehicles
4600 Maint - Auto Equipment	1,100	Maintenance for Recreation Division vehicles
4610 Maint - Building	6,000	Building maintenance as needed
4620 Maint - Grounds & Parks	12,000	General maintenance of recreation complex grounds, including fences, seawalls, docks, ball fields, clay and sprinkler systems
4640 Maint - Other Equipment	1,000	Lawn tools and tractor maintenance
4680 Maintenance Tires	400	Replacement of tires for vehicles as necessary
4700 Print & Reproduction	-	
4800 Promotions & Public Relations	500	Available funding to produce program / event flyers or ads
4920 Licenses & Permits	500	Pinellas County license board fees
5100 Office Supplies	800	Miscellaneous office supplies as needed by Recreation Division staff
5200 Uniforms	500	Staff uniforms, work shirts, etc. for Recreation Division
5210 Departmental Supplies	19,500	Recreation-specific supplies including special event expenses, trophies, awards and sports equipment
5212 After School Program	10,000	Full-week holiday camps and After School Program supplies including games, arts and crafts, snacks.
5218 Summer Program	25,000	Field trip expenses and summer camp supplies not purchased through the After School Program above

**CITY OF MADEIRA BEACH, FLORIDA
 APPROPRIATIONS
 DEPARTMENT: 5000 RECREATION
 GENERAL FUND - 001**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
5219	Special Programs	-	
5220	Gasoline & Oil	4,000	Gas and oil for Parks Division vehicles
5230	Tools	1,000	Miscellaneous small tools as needed
5420	Dues & Subscriptions	400	Florida Children's Forum membership (\$50); Florida After School Alliance registration (\$50); Florida Recreation and Parks Association dues (\$100); and other relevant staff training opportunities
	Subtotal Operating	<u>188,100</u>	
CAPITAL:			
6300	Capital Improvements	<u> </u>	
6400	Capital Equipment	<u> </u>	
	Subtotal Capital Outlay	<u> </u>	
OTHER:			
9910	Transfer to Vehicle Replacement Fund	<u> </u>	
	Subtotal Other	<u> </u>	
	TOTAL RECREATION	<u>459,400</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 5000 RECREATION
GENERAL FUND - 001**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CENTRAL SERVICES DIRECTOR	0	0	0.1
RECREATION SUPERVISOR	1	1	1
RECREATION COORDINATOR	1	1	1
GROUNDS MAINTENANCE WORKER	1	1	1
BUILDING MAINT. WORKER (PART-TIME)	0.5	0.5	0.5
GROUNDS MAINT. WORKER (PART-TIME)	0.5	0.5	0.5
RECREATION LEADER / AIDE (PART-TIME)	2.05	2.05	2.05
RECREATION LEADER / AIDE (TEMP/SUMMER)	1.54	1.54	1.54
TOTAL FUNDED POSITIONS	7.59	7.59	7.69

**CITY OF MADEIRA BEACH
LOCAL OPTION SALES TAX FUND**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
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EXPENDITURES:

OPERATING	-	12,557	10,000	10,000	-
CAPITAL	-	-	1,275,000	456,512	-
OTHER	-	-	10,000	10,000	1,270,000
TOTAL	\$0	\$12,557	\$1,295,000	\$476,512	\$1,270,000

FUNDING SOURCE:

LOCAL OPTION SALES TAX FUND	\$0	\$12,557	\$1,295,000	\$476,512	\$1,270,000
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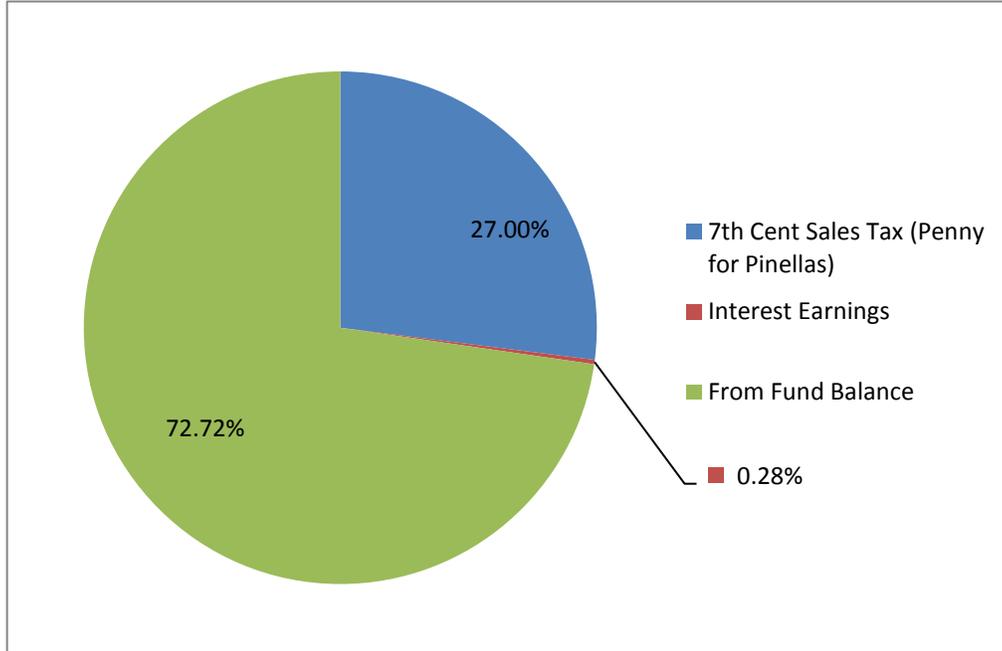
MISSION

The Local Option Sales Tax Fund is funded by the Local Option Sales Tax (Penny for Pinellas). Funds are restricted for non-recurring capital projects and public safety vehicle acquisitions/replacements.

LOCAL OPTION SALES TAX FUND
(Penny for Pinellas)

WHERE THE MONEY COMES FROM

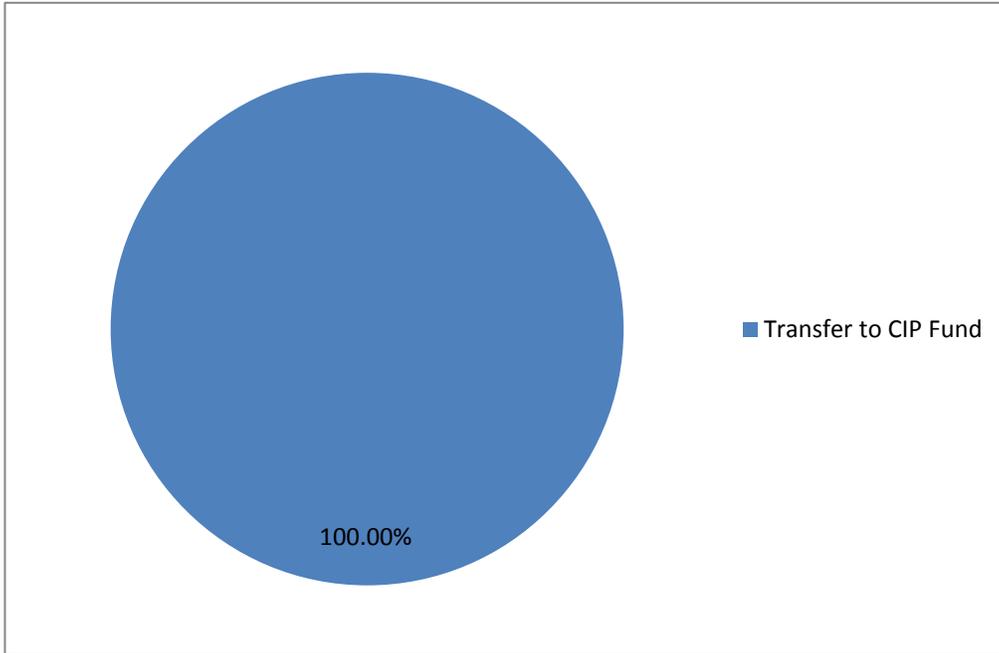
7th Cent Sales Tax (Penny for Pinellas)	27.00%	\$342,900
Interest Earnings	0.28%	3,500
From Fund Balance	72.72%	923,600
Total Funding Sources	100.00%	\$1,270,000



LOCAL OPTION SALES TAX FUND
(Penny for Pinellas)

WHERE THE MONEY GOES

Transfer to CIP Fund	100.00%	\$1,270,000
Total Appropriations	100.00%	\$1,270,000



**CITY OF MADEIRA BEACH
ESTIMATED REVENUES
LOCAL OPTION SALES TAX FUND - 103**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
BEGINNING FUNDING SOURCES:							
	Restricted Fund Balance*	1,500,524	1,843,426	2,243,926	2,157,106	2,013,300	-6.67%
TOTAL BEGINNING FUNDING SOURCES		\$ 1,500,524	\$ 1,843,426	\$ 2,243,926	\$ 2,157,106	\$ 2,013,300	-6.67%
ADD: REVENUES							
312.600	7th Cent Sales Tax	332,957	322,822	382,000	327,700	342,900	4.64%
361.100	Interest Earnings	9,945	3,415	5,000	5,000	3,500	-30.00%
TOTAL REVENUES		\$ 342,902	\$ 326,237	\$ 387,000	\$ 332,700	\$ 346,400	4.12%
LESS: TOTAL EXPENDITURES		\$ -	\$ 12,557	\$ 1,295,000	\$ 476,512	\$ 1,270,000	166.52%
Projected Balance <i>(Beginning Sources + Revenues - Expenses)</i>		1,843,426	2,157,106	1,335,926	2,013,294	1,089,700	-45.87%
AVAILABLE FUND BALANCE		\$ 1,843,426	\$ 2,157,106	\$ 1,335,926	\$ 2,013,294	\$ 1,089,700	-45.87%

*Restricted for infrastructure projects and public safety vehicles, per FL Statutes § 212.055

**CITY OF MADEIRA BEACH
APPROPRIATIONS
LOCAL OPTION SALES TAX FUND - 1039519**

A/C # ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
OPERATING:						
3100 Professional Services	-	12,557	10,000	10,000	-	-100.00%
Subtotal Operating	-	12,557	10,000	10,000	-	-100.00%
CAPITAL OUTLAY:						
6300 Capital Improvements	-	-	1,175,000	456,512	-	-100.00%
6316 Dune Walkovers	-	-	100,000	-	-	
6400 Capital Equipment	-	-	-	-	-	
Subtotal Capital Outlay	-	-	1,275,000	456,512	-	-100.00%
OTHER:						
9900 Contingency	-	-	10,000	10,000	-	-100.00%
9911 Transfer to CIP Fund	-	-	-	-	1,270,000	
Subtotal Other	-	-	10,000	10,000	1,270,000	12600.00%
TOTAL LOCAL OPTION SALES TAX	-	12,557	1,295,000	476,512	1,270,000	166.52%

**CITY OF MADEIRA BEACH
 APPROPRIATIONS
 LOCAL OPTION SALES TAX FUND - 1039519**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
OPERATING:			
3100	Professional Services	-	
	Subtotal Operating	-	
CAPITAL:			
6300	Capital Improvements	-	
6316	Dune Walkovers	-	
6400	Capital Equipment	-	
	Subtotal Capital Outlay	-	
OTHER:			
9900	Contingency	-	
9911	Transfer to CIP Fund	1,270,000	Street Resurfacing, Beach Walkover Replacements, Fire/EMS Vehicle Acquisition and Extrication Equipment, Beach Groin Rehabilitation, 9/11 Memorial Project, Utility Undergrounding Evaluation
9920	Allocation for Future Projects	-	
	Subtotal Other	1,270,000	
	TOTAL LOCAL OPTION SALES TAX	1,270,000	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 1039519
LOCAL OPTION SALES TAX FUND**

PLANNED CIP PROJECTS / VEHICLE ACQUISITION

	<u>FY 2013</u>
Street Resurfacing (including \$625K re-budgeted from FY 2012)	\$875,000
Beach Walkover Replacements (including \$100K re-budgeted from FY 2012)	\$200,000
Beach Groin Rehabilitation (re-budgeted from FY 2012)	\$100,000
Fire/EMS ALS Vehicle	\$40,000
Fire/EMS Extrication Equipment	\$25,000
9/11 Memorial Project (re-budgeted from FY 2012)	\$20,000
Utility Undergrounding Evaluation (re-budgeted from FY 2012)	\$10,000

**CITY OF MADEIRA BEACH
SANITATION**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
EXPENDITURES:					
PERSONNEL	\$443,343	\$438,979	\$456,055	\$456,055	\$367,700
OPERATING	449,576	538,489	544,773	544,773	614,000
CAPITAL	-	166,242	3,500	3,500	-
OTHER	-	-	483,458	10,000	163,500
TOTAL	\$892,919	\$1,143,710	\$1,487,786	\$1,014,328	\$1,145,200
FUNDING SOURCE:					
SANITATION FUND	\$892,919	\$1,143,710	\$1,487,786	\$1,014,328	\$1,145,200

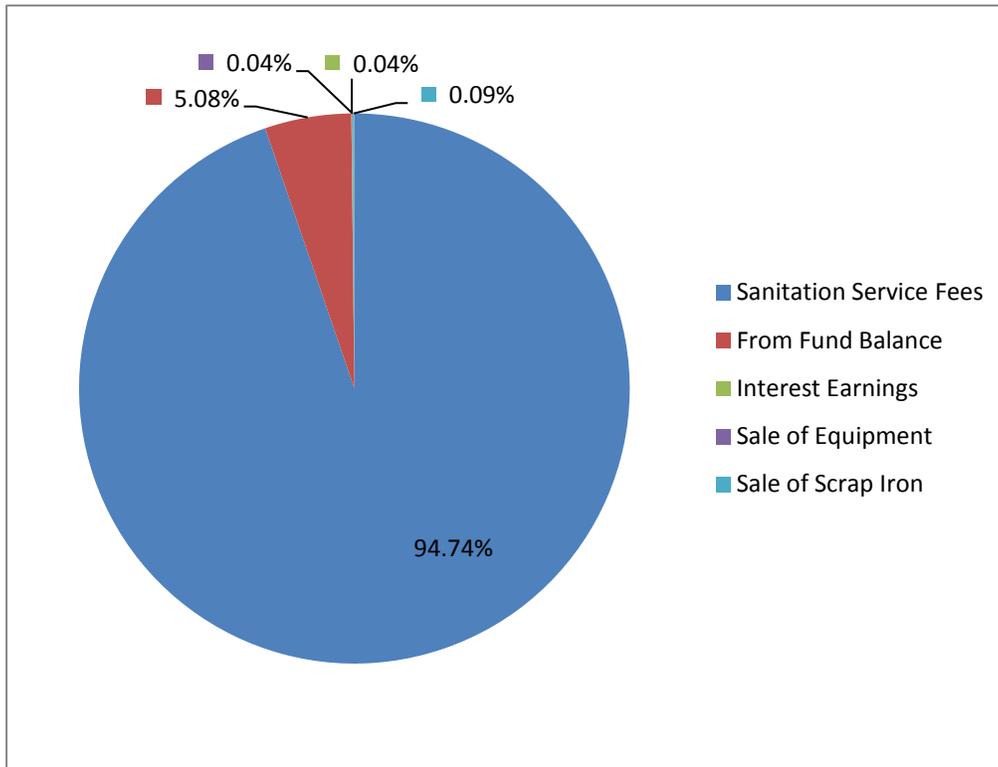
MISSION

The Sanitation Division is responsible for solid waste removal. The division strives to keep the environment free from hazard and unsightliness. Recycling services are provided under contract with a third party. The activities of the division are intended to ensure the health, safety and welfare of the community.

SANITATION FUND

WHERE THE MONEY COMES FROM

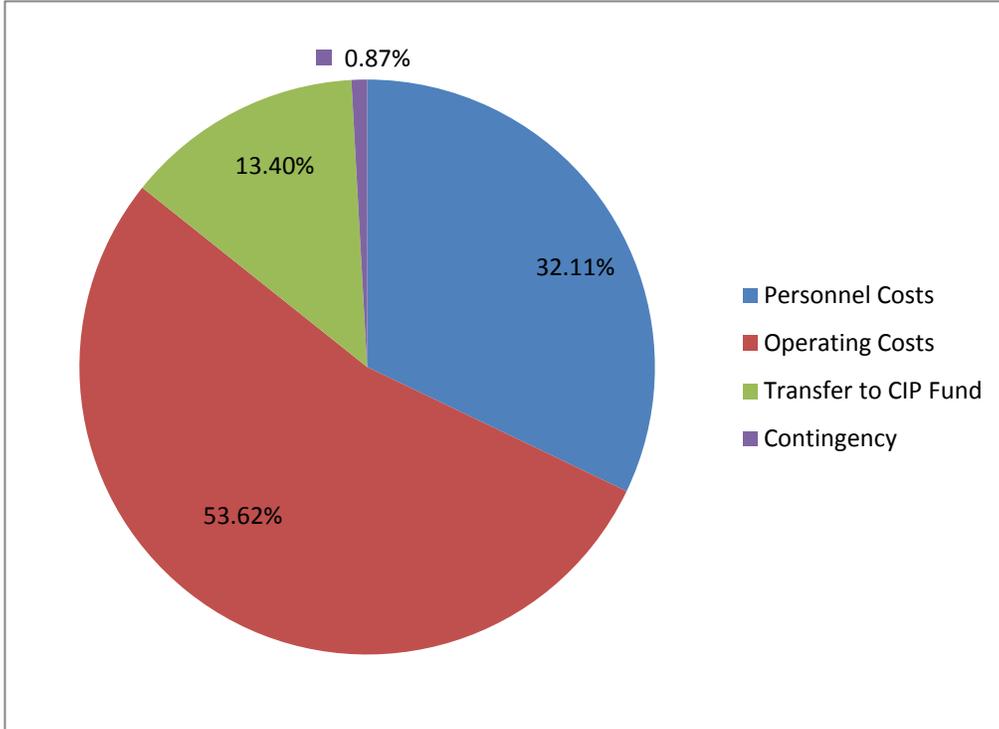
Sanitation Service Fees	94.74%	\$1,085,000
From Fund Balance	5.08%	58,200
Interest Earnings	0.04%	500
Sale of Equipment	0.04%	500
Sale of Scrap Iron	0.09%	1,000
Total Funding Sources	100.00%	\$1,145,200



SANITATION FUND

WHERE THE MONEY GOES

Personnel Costs	32.11%	\$367,700
Operating Costs	53.62%	614,000
Transfer to CIP Fund	13.40%	153,500
Contingency	0.87%	10,000
Total Appropriations	100.00%	\$1,145,200



**CITY OF MADEIRA BEACH
ESTIMATED REVENUES
SANITATION FUND - 402**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY 2013
BEGINNING FUNDING SOURCES:							
	Unrestricted Fund Balance	808,551	1,078,985	1,013,211	1,118,283	1,197,300	7.07%
TOTAL BEGINNING FUNDING SOURCES		\$ 808,551	\$ 1,078,985	\$ 1,013,211	\$ 1,118,283	\$ 1,197,300	7.07%
ADD: REVENUES							
337.337	Recycling Grant	3,407	-	3,356	3,356	-	-100.00%
343.415	Sanitation Charges	1,154,523	1,178,605	1,085,000	1,085,000	1,085,000	0.00%
361.100	Interest Earnings	2,229	696	2,000	2,000	500	-75.00%
364.411	Sale of Equipment	900	484	1,000	1,000	500	-50.00%
369.369	Miscellaneous Revenue	376	375	-	-	-	
369.378	Sale of Scrap Iron	1,918	2,848	2,000	2,000	1,000	-50.00%
381.016	Transfer from Vehicle Rep. Res	-	-	400,190	-	-	
TOTAL REVENUES		\$ 1,163,353	\$ 1,183,008	\$ 1,493,546	\$ 1,093,356	\$ 1,087,000	-0.58%
LESS: TOTAL EXPENDITURES		\$ 892,919	\$ 1,143,710	\$ 1,487,786	\$ 1,014,328	\$ 1,145,200	12.90%
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)		1,078,985	1,118,283	1,018,971	1,197,311	1,139,100	-4.86%
Less: Contribution to Assigned Vehicle Replacement						155,000	
AVAILABLE FUND BALANCE		\$ 1,078,985	\$ 1,118,283	\$ 1,018,971	\$ 1,197,311	\$ 984,100	-17.81%

**CITY OF MADEIRA BEACH
APPROPRIATIONS
SANITATION FUND - 4027000**

A/C #	ACCOUNT TITLE						% CHANGE
		FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	FY 2012 TO FY2013
PERSONNEL:							
1200	Salaries & Wages	305,587	301,733	303,263	303,263	237,800	-21.59%
1400	Overtime	318	498	1,000	1,000	2,000	100.00%
2100	Social Security	23,048	23,019	23,276	23,276	18,200	-21.81%
2201	Retirement - FRS	10,498	9,295	5,579	5,579	8,300	48.77%
2203	ICMA 401(a) Plan	18,625	16,935	17,157	17,157	14,500	-15.49%
2300	Group Insurance	55,848	63,695	66,660	66,660	64,900	-2.64%
2400	Worker's Compensation	29,419	23,804	39,120	39,120	22,000	-43.76%
	Subtotal Personnel	443,343	438,979	456,055	456,055	367,700	-19.37%
OPERATING:							
3405	Temporary Services	21,624	28,766	24,000	24,000	60,000	150.00%
3420	Waste Disposal	200,447	192,366	180,000	180,000	191,900	6.61%
3422	Curbside Recycling	37,612	61,376	70,000	70,000	70,000	0.00%
3423	Recycling Material Disposal	21,911	26,314	37,000	37,000	30,000	-18.92%
3600	Administrative Services	43,125	94,998	94,998	94,998	96,100	1.16%
4000	Travel and Training	-	2	250	250	-	-100.00%
4110	Cellular Telephone	1,808	1,302	1,200	1,200	1,200	0.00%
4202	Postage - Utility Bills	6,679	8,111	8,000	8,000	9,000	12.50%
4400	Rentals and Leases	734	750	1,200	1,200	900	-25.00%
4500	General Insurance	17,295	16,777	18,500	18,500	19,400	4.86%
4600	Maint Auto Equipment	14,718	25,926	23,000	23,000	23,000	0.00%
4640	Maint Other Equipment	595	275	1,000	1,000	1,000	0.00%
4680	Maintenance Tires	12,904	8,328	14,000	14,000	12,000	-14.29%
4700	Printing & Reproduction	290	-	300	300	300	0.00%
5200	Uniforms	3,736	2,082	2,700	2,700	2,700	0.00%
5210	Departmental Supplies	29,293	34,636	32,200	32,200	36,000	11.80%
5220	Gasoline & Oil*	36,585	36,126	36,000	36,000	60,000	66.67%
5230	Tools	-	285	200	200	200	0.00%
5420	Dues & Subscriptions	220	69	225	225	300	33.33%
	Subtotal Operating	449,576	538,489	544,773	544,773	614,000	12.71%
CAPITAL OUTLAY:							
6400	Capital Equipment	-	166,242	3,500	3,500	-	-100.00%
	Subtotal Capital Outlay	-	166,242	3,500	3,500	-	-100.00%
OTHER:							
9900	Contingency	-	-	10,000	10,000	10,000	0.00%
9910	Transfer to Vehicle Replacement Fund	-	-	473,458	-	-	
9911	Transfer to CIP Fund	-	-	-	-	153,500	
	Subtotal Other	-	-	483,458	10,000	163,500	1535.00%
	TOTAL SANITATION	892,919	1,143,710	1,487,786	1,014,328	1,145,200	12.90%

*FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only

**CITY OF MADEIRA BEACH
APPROPRIATIONS
SANITATION FUND - 4027000**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
			Wages to support 20% of Central Services Director, Sanitation Supervisor, and 6 Sanitation Worker positions. Two previously funded positions have been eliminated and will be replaced via contracted temporary labor services
1200	Salaries & Wages	237,800	
1400	Overtime	2,000	Authorized overtime for Sanitation Workers
2100	Social Security	18,200	FICA contributions at 7.65% of salary
2201	Retirement - FRS	8,300	FRS retirement contributions for three employees
2203	ICMA 401(a) Plan	14,500	City's contribution to full-time staff retirement at 9% of salary after reaching 1-year tenure period
2300	Group Insurance	64,900	Health and life insurance costs for full-time Sanitation Division staff, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	22,000	Worker's Compensation insurance costs for Sanitation Division staff
	Subtotal Personnel	<u>367,700</u>	
OPERATING:			
			Contractual services to replace two former Sanitation Worker positions. Budgeted estimate is based on maximum temporary labor fees of \$14/hr x 2,080 maximum annual hours
3405	Temporary Services	60,000	
3420	Waste Disposal	191,900	Pinellas County disposal fees. Budgeted amount based on FY 2012 average monthly costs
3422	Curbside Recycling	70,000	Residential curbside recycling contract fees. Budgeted amount based on FY 2012 contract (\$68,532)
3423	Recycling Material Disposal	30,000	Brush recycling (estimated \$12,000); Bulk item recycling (estimated \$10,000); City Hall recycling container services (estimated \$8,000)
3600	Administrative Services	96,100	Allocation of General Fund costs for support services provided to enterprise funds
4000	Travel and Training	-	
4110	Cellular Telephone	1,200	Cell phone services at approx. \$100/month
4202	Postage - Utility Bills	9,000	Reimbursement to Pinellas County Utilities for postage costs incurred in mailing utility bills
4400	Rentals and Leases	900	Rental of large equipment (\$300) and welding equipment (\$600)
4500	General Insurance	19,400	Anticipated auto liability and physical damage premiums for sanitation packers, claw truck, and pickup trucks, based on quoted increase estimate
4600	Maint Auto Equipment	23,000	Sanitation vehicle maintenance; budgeted amount based on FY 2012 experience and prior year history
4640	Maint Other Equipment	1,000	Maintenance of dumpsters, rollout carts, steam cleaner, etc. as needed
4680	Maintenance Tires	12,000	Tire maintenance for Sanitation vehicles. Budgeted amount based on FY 2012 experience and prior year history
4700	Printing & Reproduction	300	Solid waste door hangers
5200	Uniforms	2,700	Uniform purchases for sanitation workers
5210	Departmental Supplies	36,000	Cleaning supplies, gloves, trash bags, barrels and dumpster replacements. Budgeted estimate includes 45 dumpster replacements based on FY 2012 experience
5220	Gasoline & Oil	60,000	Gas and oil for Sanitation vehicles. Budgeted amount based on FY 2011 and 2012 experience plus anticipated price increases.
5230	Tools	200	Miscellaneous hand tools as needed
5420	Dues & Subscriptions	300	SWANA membership (\$200); Waste and Recycling News subscription (\$100)
	Subtotal Operating	<u>614,000</u>	
CAPITAL:			
6400	Capital Equipment	-	
	Subtotal Capital Outlay	<u>-</u>	

**CITY OF MADEIRA BEACH
 APPROPRIATIONS
 SANITATION FUND - 4027000**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
OTHER:			
9900	Contingency	10,000	Appropriation for unforeseen expenses
9910	Transfer to Vehicle Replacement Fund	-	
9911	Transfer to CIP Fund	153,500	2002 Sterling Claw Truck (#8) Replacement
	Subtotal Other	<u>163,500</u>	
	TOTAL SANITATION	<u>1,145,200</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4027000
SANITATION FUND - 402**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CENTRAL SERVICES DIRECTOR	0	0	0.2
SANITATION SUPERVISOR	1	1	1
SANITATION WORKER II (DRIVER)	3	4	3
SANITATION WORKER I	5	4	3
TOTAL FUNDED POSITIONS	9	9	7.2

PLANNED VEHICLE REPLACEMENT

2002 Sterling Claw Truck (#8) Replacement	<u>FY 2013</u> \$153,500
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**CITY OF MADEIRA BEACH
STORMWATER**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$46,835	\$38,400	\$48,574	\$48,574	\$122,200
OPERATING	79,943	73,016	135,650	193,595	94,000
CAPITAL	-	25,359	11,065	11,065	-
OTHER	-	-	13,801	10,000	110,000
TOTAL	\$126,778	\$136,775	\$209,090	\$263,234	\$326,200
<u>FUNDING SOURCE:</u>					
STORMWATER FUND	\$126,778	\$136,775	\$209,090	\$263,234	\$326,200

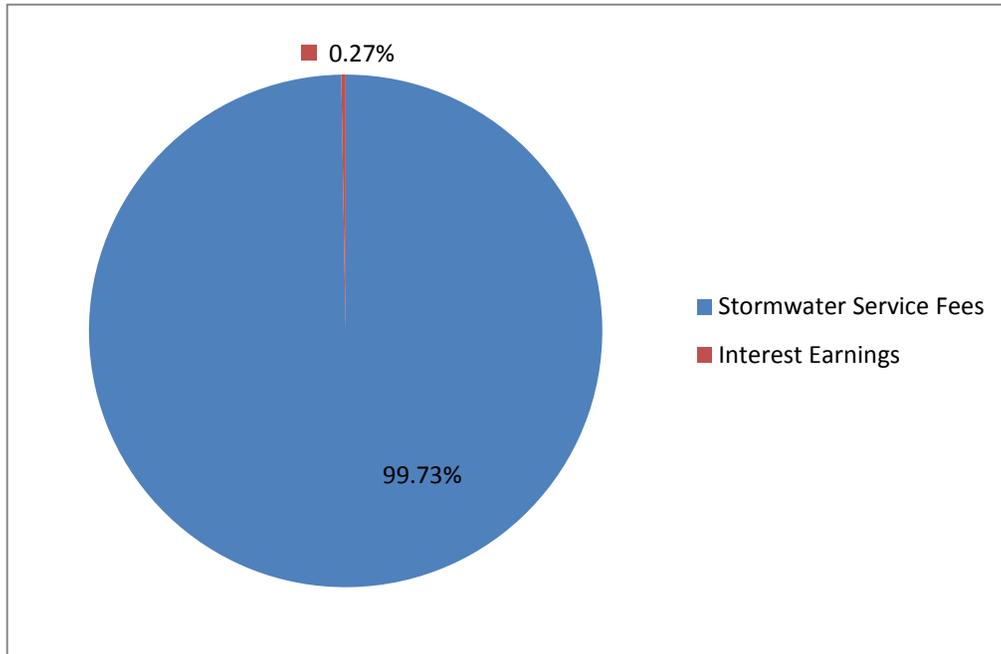
MISSION

The Stormwater Division is responsible for the construction, maintenance and repair of the City's stormwater management system. Repair of the infrastructure makes the stormwater management system more dependable and cost efficient.

STORMWATER FUND

WHERE THE MONEY COMES FROM

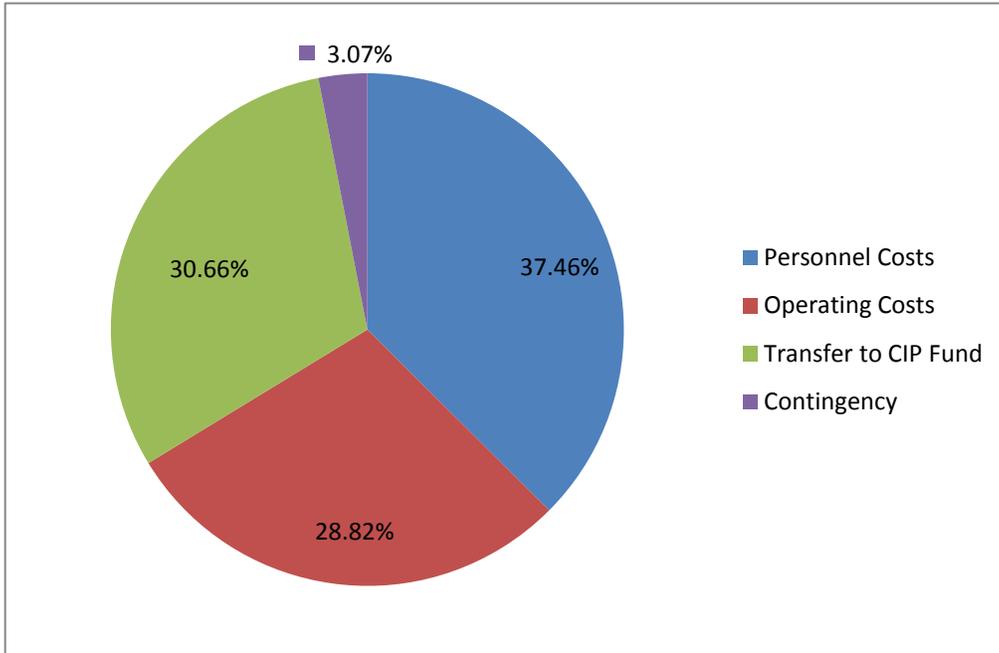
Stormwater Service Fees	99.73%	\$370,000
Interest Earnings	0.27%	1,000
Total Funding Sources	100.00%	\$371,000



STORMWATER FUND

WHERE THE MONEY GOES

Personnel Costs	37.46%	\$122,200
Operating Costs	28.82%	94,000
Transfer to CIP Fund	30.66%	100,000
Contingency	3.07%	10,000
Total Appropriations	100.00%	\$326,200
<i>To Fund Balance</i>		<i>\$44,800</i>



**CITY OF MADEIRA BEACH
ESTIMATED REVENUES
STORMWATER FUND - 404**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 FY 2013
BEGINNING FUNDING SOURCES:							
	Unrestricted Fund Balance	732,331	964,405	1,041,548	1,204,130	1,303,900	8.29%
TOTAL BEGINNING FUNDING SOURCES		\$ 732,331	\$ 964,405	\$ 1,041,548	\$ 1,204,130	\$ 1,303,900	8.29%
ADD: REVENUES							
343.700	Stormwater Service	356,465	374,916	360,000	360,000	370,000	2.78%
361.100	Interest Earnings	4,342	1,584	3,000	3,000	1,000	-66.67%
TOTAL REVENUES		\$ 360,807	\$ 376,500	\$ 363,000	\$ 363,000	\$ 371,000	2.20%
LESS: TOTAL EXPENDITURES		\$ 128,733	\$ 136,775	\$ 209,090	\$ 263,234	\$ 326,200	23.92%
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)		\$ 964,405	\$ 1,204,130	\$ 1,195,458	\$ 1,303,896	\$ 1,348,700	3.44%
Less: Contribution to Assigned Vehicle Replacement						\$ 10,000	
AVAILABLE FUND BALANCE		\$ 964,405	\$ 1,204,130	\$ 1,195,458	\$ 1,303,896	\$ 1,338,700	2.67%

**CITY OF MADEIRA BEACH
APPROPRIATIONS
STORMWATER FUND - 4049200**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
PERSONNEL:							
1200	Salaries & Wages	30,505	23,942	29,916	29,916	82,000	174.10%
1400	Overtime	2,710	1,863	3,000	3,000	2,000	-33.33%
2100	Social Security	2,524	2,134	2,518	2,518	6,300	150.20%
2203	ICMA 401(a) Plan	2,703	2,290	2,962	2,962	7,400	149.83%
2300	Group Insurance	6,200	6,335	7,377	7,377	17,500	137.22%
2400	Worker's Compensation	2,193	1,836	2,801	2,801	7,000	149.91%
	Subtotal Personnel	46,835	38,400	48,574	48,574	122,200	151.57%
OPERATING:							
3100	Professional Services	7,051	7,570	57,000	114,945	10,000	-91.30%
3405	Temporary Services	-	-	250	250	-	-100.00%
3407	Street Sweeping Contract	2,448	1,224	7,344	7,344	9,800	33.44%
3600	Administrative Services	24,045	13,351	13,351	13,351	13,500	1.12%
4000	Travel and Training	890	746	800	800	800	0.00%
4110	Cellular Telephone	362	260	240	240	300	25.00%
4202	Postage - Utility Bills	6,488	8,181	8,100	8,100	9,000	11.11%
4313	Water Service - Pump Station	39	58	50	50	100	100.00%
4334	Electric - Pump Station	1,034	933	1,200	1,200	1,100	-8.33%
4400	Rentals and Leases	516	540	600	600	500	-16.67%
4500	General Insurance	12,940	13,180	15,070	15,070	16,800	11.48%
4600	Maint Auto Equipment	1,629	213	250	250	300	20.00%
4640	Maint Other Equipment	348	171	500	500	500	0.00%
4650	Maintenance Streets	1,500	900	1,500	1,500	1,500	0.00%
4661	Maint - Storm Drains	12,933	20,720	23,000	23,000	23,000	0.00%
4680	Maintenance Tires	791	342	100	100	500	400.00%
4700	Printing & Reproduction	-	154	150	150	200	33.33%
4920	Licenses & Permits	187	185	1,060	1,060	200	-81.13%
5100	Office Supplies	72	89	100	100	100	0.00%
5200	Uniforms	268	309	300	300	400	33.33%
5210	Departmental Supplies	740	839	600	600	600	0.00%
5220	Gasoline & Oil*	5,442	2,793	3,500	3,500	4,200	20.00%
5230	Tools	195	233	200	200	200	0.00%
5420	Dues & Subscriptions	25	25	385	385	400	3.90%
	Subtotal Operating	79,943	73,016	135,650	193,595	94,000	-51.45%
CAPITAL OUTLAY:							
6300	Capital Improvements	-	-	-	-	-	
6400	Capital Equipment	-	25,359	11,065	11,065	-	-100.00%
	Subtotal Capital Outlay	-	25,359	11,065	11,065	-	-100.00%

**CITY OF MADEIRA BEACH
APPROPRIATIONS
STORMWATER FUND - 4049200**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
OTHER:							
9900	Contingency	-	-	10,000	10,000	10,000	0.00%
9910	Transfer to Vehicle Replacement Fund	-	-	3,801	-	-	
9911	Transfer to CIP Fund					100,000	
	Subtotal Other	-	-	13,801	10,000	110,000	1000.00%
	TOTAL STORMWATER	126,778	136,775	209,090	263,234	326,200	23.92%

**FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only*

**CITY OF MADEIRA BEACH
APPROPRIATIONS
STORMWATER FUND - 4049200**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	82,000	Wages to support 20% of Central Services Director, Public Works Supervisor, and Public Works Technician
1400	Overtime	2,000	Authorized on-call overtime for PW Technician
2100	Social Security	6,300	FICA contributions at 7.65% of salary
2203	ICMA 401(a) Plan	7,400	City's contribution to full-time staff retirement at 9% of salary after reaching 1-year tenure period
2300	Group Insurance	17,500	Health and life insurance costs for 3 employees (2.2 FTE), including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	7,000	Worker's Compensation insurance costs for 3 employees (2.2 FTE)
	Subtotal Personnel	<u>122,200</u>	
OPERATING:			
3100	Professional Services	10,000	Professional services as needed pertaining to NPDES reporting and water quality monitoring. Budgeted amount reflects \$47,000 reduction from prior year based on non-recurring fees for Stormwater Master Plan initiated in FY 2012
3405	Temporary Services	-	
3407	Street Sweeping Contract	9,800	Street sweeping services provided by contract. Budgeted amount based on June 2012 quotes
3600	Administrative Services	13,500	Allocation of General Fund costs for support services provided to enterprise funds
4000	Travel and Training	800	Central Services Director training: FL Stormwater Association conference registration (approx. \$450) and related travel
4110	Cellular Telephone	300	Cell phone services estimated at \$25/month
4202	Postage - Utility Bills	9,000	Reimbursement to Pinellas County Utilities for postage costs incurred in mailing utility bills
4313	Water Service - Pump Station	100	Water service for stormwater pump station
4334	Electric - Pump Station	1,100	Electrical service for stormwater pump station. Budgeted amount based on FY 2012 billing, including 4% increase beginning January 2013
4400	Rentals and Leases	500	Rental of cylinders
4500	General Insurance	16,800	Estimated property and flood insurance premiums for the City's stormwater pump station, based on quoted increase estimates. Also includes auto liability and physical damage policy for one vehicle
4600	Maint Auto Equipment	300	General maintenance on truck #70
4640	Maint Other Equipment	500	Maintenance on generator, equipment, pumps as needed
4650	Maintenance Streets	1,500	Patching of roadways and repair of streets as necessary
4661	Maint - Storm Drains	23,000	Cleaning and repairs of storm drains (\$13,000); Cleaning and repair of outfalls (\$10,000)
4680	Maintenance Tires	500	Tire replacement, tire changes, road service for flats, etc. Budgeted amount based on FY 2012 experience and prior year history
4700	Printing & Reproduction	200	Stormwater Master Plan printing materials
4920	Licenses & Permits	200	Pinellas County NPDES permit fees
5100	Office Supplies	100	Miscellaneous small office supplies as needed
5200	Uniforms	400	Uniform purchases for Public Works Technician
5210	Departmental Supplies	600	Gloves, rags, chemicals, soaps, etc. as needed
5220	Gasoline & Oil	4,200	Gas and oil for Stormwater Division vehicles. Budgeted amount based on prior year experience and estimated price increases
5230	Tools	200	Miscellaneous hand tools as needed
5420	Dues & Subscriptions	400	City membership to Florida Stormwater Association (\$300); individual membership to Florida Water & Pollution Control (\$100)
	Subtotal Operating	<u>94,000</u>	

**CITY OF MADEIRA BEACH
 APPROPRIATIONS
 STORMWATER FUND - 4049200**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
CAPITAL:			
6300	Capital Improvements	-	
6400	Capital Equipment	-	
	Subtotal Capital Outlay	-	
OTHER:			
9900	Contingency	10,000	Appropriation for unforeseen expenses or capital project cost overruns
9910	Transfer to Vehicle Replacement Fund	-	
9911	Transfer to CIP Fund	100,000	Stormwater improvements as identified in Stormwater Master Plan
	Subtotal Other	110,000	
	TOTAL STORMWATER	326,200	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4049200
STORMWATER FUND - 404**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CENTRAL SERVICES DIRECTOR	0	0	0.2
PUBLIC WORKS SUPERVISOR	0	0	1
PUBLIC WORKS TECHNICIAN	1	1	1
TOTAL FUNDED POSITIONS	1	1	2.2

PLANNED CIP PROJECTS

Stormwater Improvements	<u>FY 2013</u> \$100,000
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**CITY OF MADEIRA BEACH
MARINA FUND**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$174,054	\$185,342	\$176,807	\$176,807	\$145,000
OPERATING	943,001	1,052,680	1,092,310	1,092,310	1,210,400
DEBT SERVICE	-	-	23,276	23,276	23,300
CAPITAL	283,894	478,262	1,500	1,500	-
OTHER	-	-	15,000	-	-
TOTAL	\$1,400,949	\$1,716,284	\$1,308,893	\$1,293,893	\$1,378,700
<u>FUNDING SOURCE:</u>					
MARINA FUND	\$1,400,949	\$1,716,284	\$1,308,893	\$1,293,893	\$1,378,700

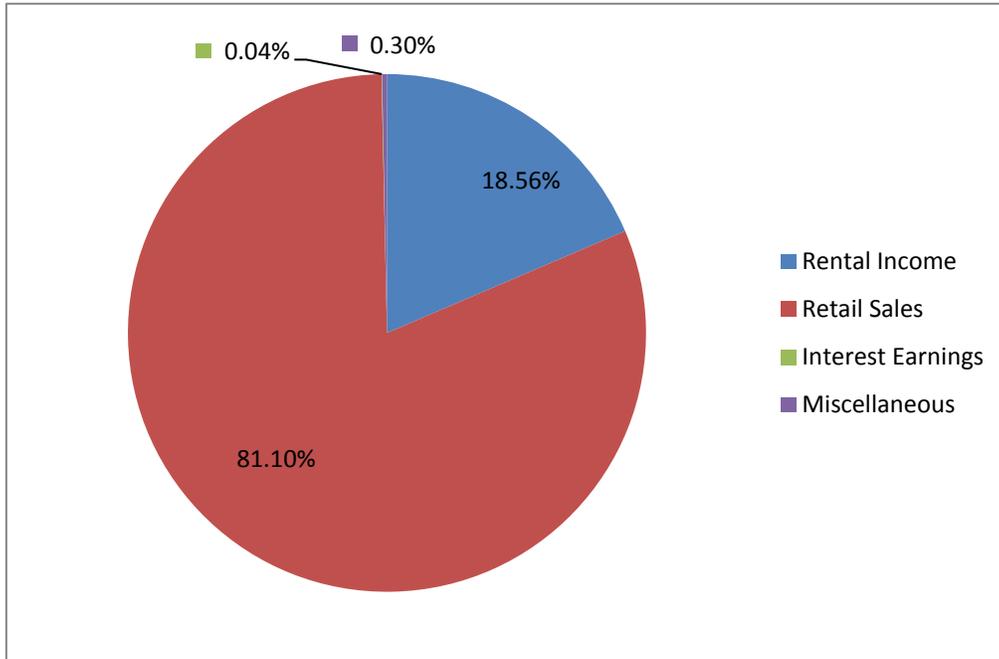
MISSION

The Madeira Beach Municipal Marina consists of 93 wet slips and areas for dry storage. The facility is used to sell live and frozen bait, tackle, snack food and beverages, propane fuel, unleaded and diesel fuel and various items for the convenience of boaters. The facility focuses on service, cleanliness and safety. Construction of the new Ship Store was completed in FY 2011.

MARINA FUND

WHERE THE MONEY COMES FROM

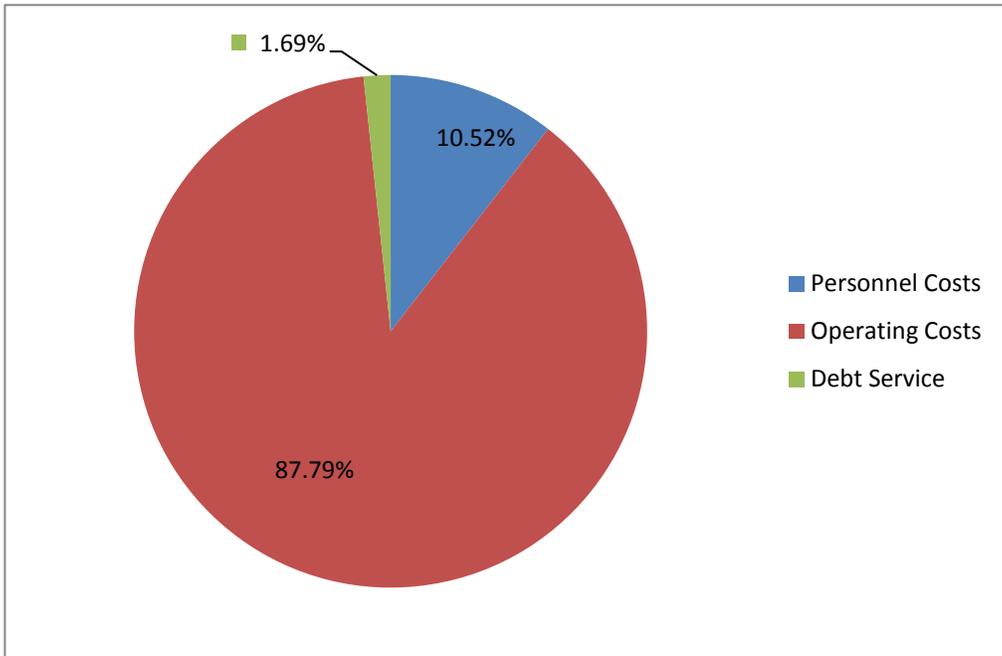
Rental Income	18.56%	\$265,000
Retail Sales	81.10%	1,157,800
Interest Earnings	0.04%	500
Miscellaneous	0.30%	4,300
Total Funding Sources	100.00%	\$1,427,600



MARINA FUND

WHERE THE MONEY GOES

Personnel Costs	10.52%	\$145,000
Operating Costs	87.79%	1,210,400
Debt Service	1.69%	23,300
Capital Outlay	0.00%	0
Total Appropriations	100.00%	\$1,378,700
<i>To Fund Balance</i>		<i>\$48,900</i>



**CITY OF MADEIRA BEACH
ESTIMATED REVENUES
MARINA FUND - 405**

#	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
BEGINNING FUNDING SOURCES:							
	Unrestricted Fund Balance	491,206	130,441	48,993	(354,672)	(319,500)	-9.92%
TOTAL BEGINNING FUNDING SOURCES		\$ 491,206	\$ 130,441	\$ 48,993	\$ (354,672)	\$ (319,500)	-9.92%
ADD: REVENUES							
331.900	Clean Marina Grant	19,848	-	-	-	-	
347.401	Late Fees	300	-	300	300	-	-100.00%
347.520	Dry Storage Fees	53,586	54,663	55,000	55,000	60,000	9.09%
347.521	Transient Rentals	30,331	39,533	45,000	45,000	35,000	-22.22%
347.530	Unleaded Fuel Sales	503,603	627,686	700,000	700,000	730,000	4.29%
347.531	Propane Sales	12,448	11,787	14,000	14,000	15,200	8.57%
347.532	Diesel Sales	67,752	86,377	100,000	100,000	110,000	10.00%
347.533	Diesel Commercial	129,978	171,480	145,000	145,000	180,000	24.14%
347.534	Propane - Exempt	-	227	-	-	-	
347.551	Store Sales - Exempt	3,935	2,354	4,000	4,000	4,000	0.00%
347.552	Store Sales - Taxable	67,166	91,994	91,000	91,000	115,000	26.37%
347.553	Special Marine Orders	1,579	3,760	3,000	3,000	3,600	20.00%
347.580	Marina Wet Slip Rentals	142,201	133,603	165,000	165,000	170,000	3.03%
347.581	ATM Service Charge	-	-	1,500	1,500	-	-100.00%
361.100	Interest Earnings	550	(950)	500	500	500	0.00%
364.411	Sale of Equipment	990	-	-	-	-	
369.369	Miscellaneous Revenues	2,898	2,932	-	-	-	
369.377	Commission- Laundry Equip	95	219	400	400	200	-50.00%
369.381	Sales Tax Collection Allowance	360	74	360	360	100	-72.22%
369.384	Boat Ramp Fees	2,564	5,432	4,000	4,000	4,000	0.00%
381.016	Transfer from Vehicle Rep. Res	-	-	15,000	-	-	
TOTAL REVENUES		\$ 1,040,184	\$ 1,231,171	\$ 1,344,060	\$ 1,329,060	\$ 1,427,600	7.41%
LESS: TOTAL EXPENDITURES		\$ 1,400,949	\$ 1,716,284	\$ 1,308,893	\$ 1,293,893	\$ 1,378,700	6.55%
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)		130,441	-354,672	84,160	-319,505	-270,600	0
Add: General Fund Ship Store Equity*		-	483,091	459,815	459,815	436,500	
Less: Contribution to Assigned Vehicle Replacement		-	-	-	-	10,000	
AVAILABLE FUND BALANCE		\$ 130,441	\$ 128,419	\$ 84,160	\$ 140,310	\$ 155,900	11.11%

**The City's CAFR reports full equity in the Ship Store by the Marina Fund, based on GASB standards. The Marina Fund's unrestricted net assets in the CAFR reflect liability for the entire original General Fund loan. However, the Marina Fund will pay back the loan to the General Fund on a 20-year schedule approved by the BOC. The difference is considered available for budgetary purposes.*

**CITY OF MADEIRA BEACH
APPROPRIATIONS
MARINA FUND - 4059300**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
PERSONNEL:							
1200	Salaries & Wages	128,856	131,333	123,308	123,308	92,600	-24.90%
1400	Overtime	4,877	9,710	6,000	6,000	6,000	0.00%
2100	Social Security	10,271	10,200	9,586	9,586	7,100	-25.93%
2203	ICMA 401(a) Plan	7,167	8,105	9,764	9,764	8,300	-14.99%
2300	Group Insurance	18,723	22,453	22,263	22,263	26,000	16.79%
2400	Worker's Compensation	4,160	3,541	5,886	5,886	5,000	-15.05%
	Subtotal Personnel	174,054	185,342	176,807	176,807	145,000	-17.99%
OPERATING:							
3100	Professional Services	100	1,977	4,250	4,250	2,500	-41.18%
3400	Contractual Service	325	915	7,690	7,690	5,100	-33.68%
3600	Administrative Services	166,400	83,575	83,575	83,575	84,500	1.11%
4000	Travel and Training	1,063	1,448	1,250	1,250	1,400	12.00%
4100	Telephone	4,214	2,553	2,300	2,300	2,400	4.35%
4110	Cellular Phone	1,114	914	870	870	1,000	14.94%
4200	Postage	436	448	600	600	600	0.00%
4300	Utilities - Water service	8,817	6,582	12,500	12,500	7,200	-42.40%
4331	Electric - Buildings	6,662	7,436	8,000	8,000	10,500	31.25%
4335	Electric - Docks	17,953	18,816	16,500	16,500	19,600	18.79%
4400	Rentals and Leases	6,617	4,932	750	750	800	6.67%
4402	Submerged Land Lease	2,120	2,457	2,550	2,550	2,400	-5.88%
4500	General Insurance	10,763	10,945	11,440	11,440	13,100	14.51%
4600	Maintenance - Auto Equip.	-	97	250	250	300	20.00%
4610	Maintenance - Building	1,161	2,455	750	750	1,800	140.00%
4620	Maintenance - Grounds	4,402	3,684	2,800	2,800	4,000	42.86%
4640	Maint Other Equipment	3,157	2,489	2,250	2,250	2,500	11.11%
4692	Marina Maintenance	9,876	13,510	8,000	8,000	10,000	25.00%
4700	Print & Reproduction	169	165	1,000	1,000	200	-80.00%
4800	Promotions & Public Relations	8,026	9,809	8,180	8,180	12,000	46.70%
4920	Licenses & Permits	1,074	4,049	755	755	1,000	32.45%
4930	Bank Service Charges	15,324	16,228	15,000	15,000	15,000	0.00%
4960	Bad Debt Expense	-	2,598	-	-	-	
5100	Office Supplies	1,578	637	750	750	800	6.67%
5200	Uniforms	611	778	1,000	1,000	1,000	0.00%
5210	Departmental Supplies	6,274	7,366	5,500	5,500	5,500	0.00%
5220	Gasoline & Oil*	401	250	500	500	900	80.00%
5230	Tools	652	490	800	800	800	0.00%
5270	Fuel Purchases - Resale	589,217	757,100	810,000	810,000	900,000	11.11%
5271	Store Purchases - Resale	64,396	77,679	70,000	70,000	90,000	28.57%
5272	Propane Purchases - Resale	9,909	9,968	12,000	12,000	13,000	8.33%
5420	Dues & Subscriptions	190	330	500	500	500	0.00%
	Subtotal Operating	943,001	1,052,680	1,092,310	1,092,310	1,210,400	10.81%

**CITY OF MADEIRA BEACH
APPROPRIATIONS
MARINA FUND - 4059300**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
DEBT SERVICE:							
7100	Principal-Loan from General Fund			19,400	19,400	19,400	0.00%
7200	Interest-Loan from General Fund			3,876	3,876	3,900	0.62%
	Subtotal Debt Service			23,276	23,276	23,300	0.10%
CAPITAL OUTLAY:							
6200	Buildings	25,822	471,520	-	-	-	
6300	Capital Improvements	225,278	6,742	-	-	-	
6400	Capital Equipment	32,794	-	1,500	1,500	-	-100.00%
	Subtotal Capital Outlay	283,894	478,262	1,500	1,500	-	-100.00%
OTHER:							
9910	Transfer to Vehicle Replacement Fund	-	-	15,000	-	-	
9911	Transfer to CIP Fund	-	-	-	-	-	
	Subtotal Other	-	-	15,000	-	-	
TOTAL MARINA		1,400,949	1,716,284	1,308,893	1,293,893	1,378,700	6.55%

**FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only*

**CITY OF MADEIRA BEACH
APPROPRIATIONS
MARINA FUND - 4059300**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	92,600	Wages to support 30% of the Central Services Director's time, 2 Marina Assistants, and full-time (effective FY 2013) Marina Attendant
1400	Overtime	6,000	Authorized overtime for special events such as King of the Beach. These expenses may be partially offset by vendor payments
2100	Social Security	7,100	FICA contributions at 7.65% of salary
2203	ICMA 401(a) Plan	8,300	City's contribution to full-time staff retirement at 9% of salary after reaching 1-year tenure period
2300	Group Insurance	26,000	Health and life insurance costs for Marina staff, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	5,000	Worker's Compensation insurance costs for Marina staff
	Subtotal Personnel	<u>145,000</u>	
OPERATING:			
3100	Professional Services	2,500	FDEP assessments and testing as required; Professional Engineering services as needed
3400	Contractual Service	5,100	Ultra Clean sanitizing services (\$4,300); Fire alarm monitoring (estimated \$200); Critical System agreement (estimated \$600)
3600	Administrative Services	84,500	Allocation of General Fund costs for support services provided to enterprise funds
4000	Travel and Training	1,400	Orlando Hurricane Conference registration (\$400); International Marina and Boatyard Conference registration and travel (estimated \$1,000)
4100	Telephone	2,400	Telephone and internet services
4110	Cellular Phone	1,000	Cell phone service contracts (approx. \$500/yr) for two phones
4200	Postage	600	Mailing of the monthly marina invoices and other miscellaneous items
4300	Utilities - Water service	7,200	Pinellas County Utility fees. Budgeted amount based on FY 2012 rates (approx. \$1,200/bi-monthly)
4331	Electric - Buildings	10,500	Electricity costs for fuel dock, charter boat slips and new Ship Store. Budgeted amount based on FY 2012 billing, including 4% increase beginning January 2013
4335	Electric - Docks	19,600	Electricity costs for A & B docks. Budgeted amount based on FY 2012 billing, including 4% increase beginning January 2013
4400	Rentals and Leases	800	Rental or lease of emergency equipment as necessary
4402	Submerged Land Lease	2,400	FDEP submerged land lease for fuel dock and wet slips
4500	General Insurance	13,100	Estimated Marina insurance premiums, based on quoted increase estimates. Includes property, flood, and environmental liability coverage. Auto liability and physical damage policy also included for one vehicle
4600	Maintenance - Auto Equip.	300	Miscellaneous small auto maintenance as needed
4610	Maintenance - Building	1,800	Pest control maintenance contract (\$1,220) plus miscellaneous repairs as needed
4620	Maintenance - Grounds	4,000	Herbicides, blades, mulch, rock, fencing, etc. Budgeted amount based on prior year history
4640	Maint Other Equipment	2,500	Maintenance of lawn equipment, gates, pump outs, bait tank, etc. Budgeted amount based on prior year history
4692	Marina Maintenance	10,000	Fuel pump repairs, dock repairs, water lines, electrical repairs, etc. Budgeted amount based on prior year history
4700	Print & Reproduction	200	Miscellaneous printed materials including business cards, signs, flyers, etc.
4800	Promotions & Public Relations	12,000	Magazine ads, tournament sponsorship, community outreach, etc. Budgeted increase is based on anticipated efforts to expand community events
4920	Licenses & Permits	1,000	State licenses including re-sale tax certificate, alcohol and cigarette sales, gas dispenser, and various FDEP permit fees
4930	Bank Service Charges	15,000	Credit card sale processing fees (1% of sales)
4960	Bad Debt Expense	-	
5100	Office Supplies	800	Miscellaneous recurring office supplies as needed
5200	Uniforms	1,000	Uniforms for marina employees
5210	Departmental Supplies	5,500	Cleaning supplies, drinking water, janitorial supplies, and other recurring items required to operate the marina
5220	Gasoline & Oil	900	Fuel for marina truck

**CITY OF MADEIRA BEACH
APPROPRIATIONS
MARINA FUND - 4059300**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
5230	Tools	800	Dock and plumbing tools as needed
5270	Fuel Purchases - Resale	900,000	Fuel purchased for re-sale to the public. Budgeted estimate represents a \$90,000 increase, and is based on FY 2012 experience, prior year history, and anticipated cost increases
5271	Store Purchases - Resale	90,000	Inventory for re-sale at the new Ship Store. Budgeted estimate increased \$30,000 from FY 2012 based on sales activity in the store's first year of operation
5272	Propane Purchases - Resale	13,000	Propane purchased for re-sale to the public
5420	Dues & Subscriptions	500	Association of Marina Industries membership (\$400) and other relevant professional development subscriptions as appropriate
	Subtotal Operating	<u>1,210,400</u>	
DEBT SERVICE:			
7100	Principal-Loan from General Fund	19,400	Annual repayment on \$500,000 loan from the General Fund for construction of the Ship Store
7200	Interest-Loan from General Fund	3,900	Annual interest payment on \$500,000 loan from the General Fund for construction of the Ship Store
	Subtotal Debt Service	<u>23,300</u>	
CAPITAL:			
6200	Buildings	<u> </u>	
6300	Capital Improvements	<u> </u>	
6400	Capital Equipment	<u> </u>	
	Subtotal Capital Outlay	<u>-</u>	
OTHER:			
9911	Transfer to CIP Fund	<u>-</u>	
	Subtotal Other	<u>-</u>	
	TOTAL MARINA	<u>1,378,700</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4059300
MARINA FUND - 405**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
CENTRAL SERVICES DIRECTOR*	0	0	0.3
MARINA DIRECTOR	1	1	0
MARINA ASSISTANT	2	2	2
MARINA ATTENDANT (PART-TIME)	0.5	0.5	0
MARINA ATTENDANT (FULL-TIME)	0	0	1
TOTAL FUNDED POSITIONS	3.5	3.5	3.3

**The Marina Director position was eliminated and replaced with a Central Services Director position, allocated between departments as follows: Marina (30%), Stormwater (20%), Sanitation (20%), Public Works (10%), Parks (10%) and Recreation (10%).*

DEBT SERVICE

Principal on Loan from General Fund	\$19,400	\$19,400
Interest on Loan from General Fund	3,876	3,876
	\$23,276	\$23,276

**CITY OF MADEIRA BEACH
JOHN'S PASS VILLAGE**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
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EXPENDITURES:

OPERATING	\$247,466	\$166,035	\$140,953	\$140,953	\$149,100
CAPITAL	-	-	110,000	25,000	-
OTHER	94,374	44,400	178,769	178,769	389,900
TOTAL	\$341,840	\$210,435	\$429,722	\$344,722	\$539,000

FUNDING SOURCE:

JOHN'S PASS VILLAGE FUND	\$341,840	\$210,435	\$429,722	\$344,722	\$539,000
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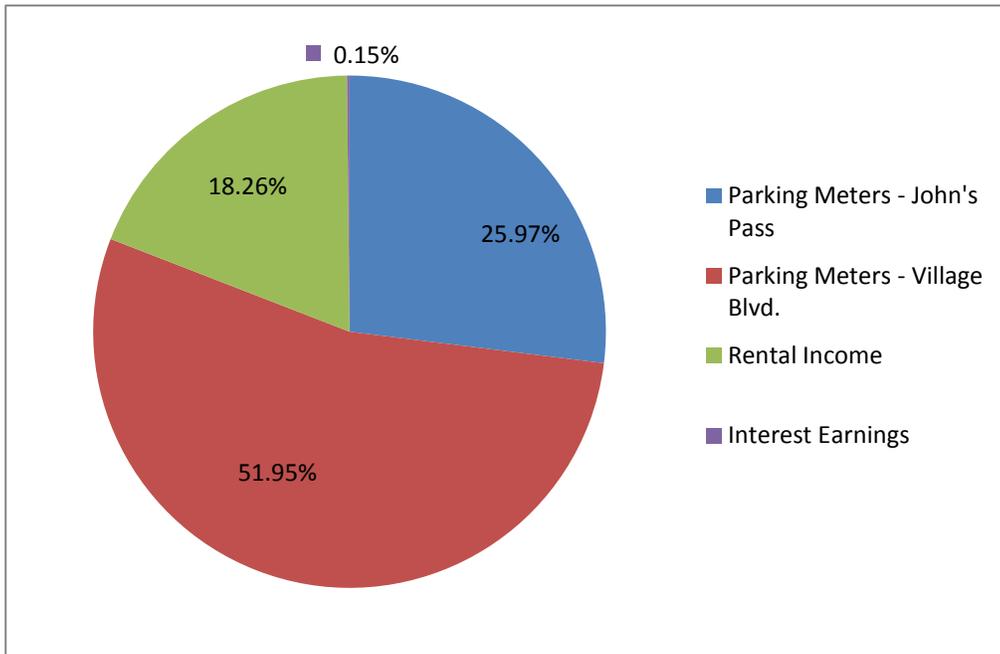
MISSION

The John's Pass Village Fund was established in FY 1999 to direct the revenues received from the rental of the building to improvements and maintenance of the building and the village. During FY 2002, parking meter revenue generated in the Village was added. Parking meter revenues were moved to the Parking Fund in FY 2010 and reinstated in this Fund in FY 2012.

JOHN'S PASS VILLAGE FUND

WHERE THE MONEY COMES FROM

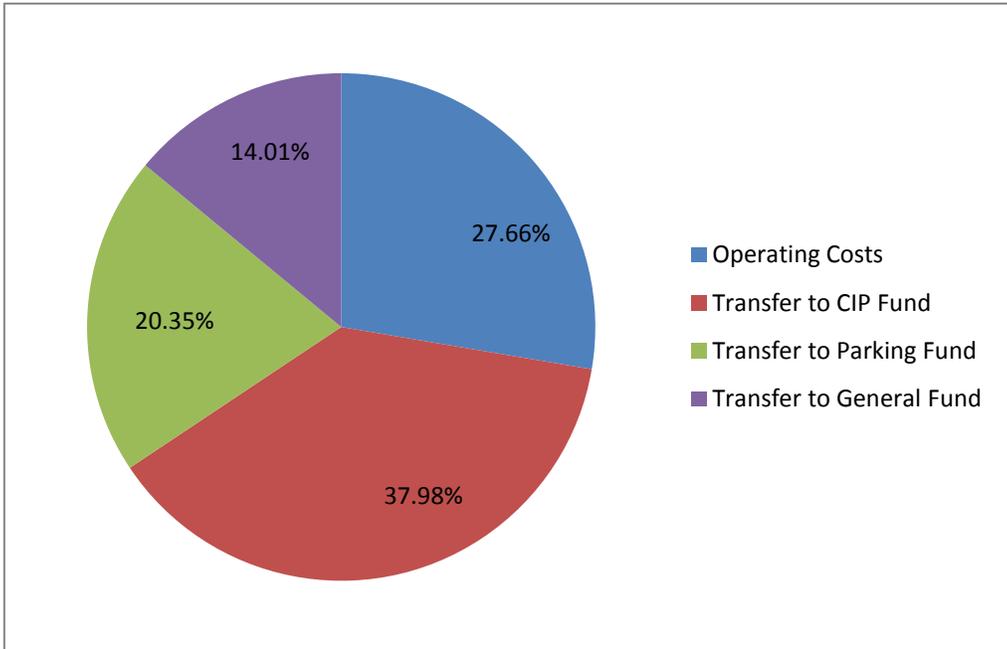
Parking Meters - John's Pass	25.97%	\$140,000
Parking Meters - Village Blvd.	51.95%	280,000
Rental Income	18.26%	98,400
Interest Earnings	0.15%	800
From Fund Balance	3.67%	19,800
Total Funding Sources	100.00%	\$539,000



JOHN'S PASS VILLAGE FUND

WHERE THE MONEY GOES

Operating Costs	27.66%	\$149,100
Transfer to CIP Fund	37.98%	204,700
Transfer to Parking Fund	20.35%	109,700
Transfer to General Fund	14.01%	75,500
Total Appropriations	100.00%	\$539,000



**CITY OF MADEIRA BEACH
ESTIMATED REVENUES
JOHN'S PASS VILLAGE FUND 406**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
BEGINNING FUNDING SOURCES:							
	Unrestricted Fund Balance	469,496	559,610	567,539	647,700	829,200	28.02%
TOTAL BEGINNING FUNDING SOURCES		\$ 469,496	\$ 559,610	\$ 567,539	\$ 647,700	\$ 829,200	28.02%
ADD: REVENUES							
344.502	Parking Meters - John's Pass	-	-	145,000	145,000	140,000	-3.45%
344.507	Parking Meters - Village Blvd.	-	-	280,000	280,000	280,000	0.00%
361.100	Interest Earnings	(13)	223	750	750	800	6.67%
361.105	Interest - County Tax Collector	7	-	-	-	-	
362.013	Rent - Tango Bay	92,720	94,575	96,466	96,466	98,400	2.00%
362.015	Rent - Chamber Kiosk	3,016	2,132	3,015	3,015	-	-100.00%
363.115	Boardwalk Assessments	9,355	-	-	-	-	
364.411	Sale of Equipment	-	-	1,000	1,000	-	-100.00%
366.366	Donations	1,900	1,525	-	-	-	
369.369	Miscellaneous Revenues	642	309	-	-	-	
381.407	Transfer from Parking Fund	324,327	199,761	-	-	-	
TOTAL REVENUES		\$ 431,954	\$ 298,525	\$ 526,231	\$ 526,231	\$ 519,200	-1.34%
LESS: TOTAL EXPENDITURES		\$ 341,840	\$ 210,435	\$ 429,722	\$ 344,722	\$ 539,000	56.36%
Projected Balance <i>(Beginning Sources + Revenues - Expenses)</i>		\$ 559,610	\$ 647,700	\$ 664,048	\$ 829,209	\$ 809,400	-2.39%
AVAILABLE FUND BALANCE		\$ 559,610	\$ 647,700	\$ 664,048	\$ 829,209	\$ 809,400	-2.39%

**CITY OF MADEIRA BEACH
APPROPRIATIONS
JOHN'S PASS VILLAGE FUND - 4069400**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
OPERATING:							
3100	Professional Services	3,200	-	-	-	-	
3400	Other Contractual Services	8,420	17,271	21,020	21,020	22,900	8.94%
3600	Administrative Services	148,075	22,643	22,643	22,643	22,900	1.14%
4314	Water Service - Buildings	5,665	3,633	5,700	5,700	5,700	0.00%
4331	Electric - Buildings	2,779	2,336	2,000	2,000	2,400	20.00%
4336	Electric - Street Lights	11,876	17,405	12,600	12,600	13,700	8.73%
4340	Waste Disposal	27,600	27,600	27,600	27,600	27,600	0.00%
4500	General Insurance	29,145	29,609	32,890	32,890	36,400	10.67%
4610	Maintenance - Building	1,863	24,327	5,000	5,000	5,000	0.00%
4620	Maintenance-Grounds/Parks	2,522	5,643	4,000	4,000	4,000	0.00%
4630	Maintenance-Boardwalk	828	9,733			2,500	
4640	Maint. Other Equipment	139	-	500	500	-	-100.00%
5210	Departmental Supplies	5,354	5,835	7,000	7,000	6,000	-14.29%
	Subtotal Operating	247,466	166,035	140,953	140,953	149,100	5.78%
CAPITAL OUTLAY:							
6300	Capital Improvements	-	-	110,000	25,000	-	-100.00%
6400	Capital Equipment	-	-	-	-	-	
	Subtotal Capital Outlay	-	-	110,000	25,000	-	-100.00%
OTHER:							
9175	Transfer to Parking Fund	50,474	-	134,369	134,369	109,700	-18.36%
9911	Transfer to CIP Fund					204,700	
9950	Transfer to General Fund	43,900	44,400	44,400	44,400	75,500	70.05%
	Subtotal Other	94,374	44,400	178,769	178,769	389,900	118.10%
	TOTAL JOHN'S PASS VILLAGE	341,840	210,435	429,722	344,722	539,000	56.36%

**CITY OF MADEIRA BEACH
APPROPRIATIONS
JOHN'S PASS VILLAGE FUND - 4069400**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
OPERATING:			
3100	Professional Services	-	
3400	Other Contractual Services	22,900	Monthly public restroom cleaning services (approx. \$15,400); Ultra Clean sanitizing services (\$7,500)
3600	Administrative Services	22,900	Allocation of General Fund costs for support services provided to enterprise funds
4314	Water Service - Buildings	5,700	Water service to 12928 Village Blvd., 12928 Gulf Blvd. E, and 194 Boardwalk Place
4331	Electric - Buildings	2,400	Electricity costs for the buildings at 12928 Village Blvd and restrooms. Budgeted amount based on FY 2012 billing, including 4% increase beginning January 2013
4336	Electric - Street Lights	13,700	Street lights for John's Pass Boardwalk signs and decorative lights. Budgeted amount based on FY 2012 billing, including 4% increase beginning January 2013
4340	Waste Disposal	27,600	Waste disposal fees for 46 cans 7 days per week
4500	General Insurance	36,400	Estimated property and flood insurance premiums for retail store, boardwalk, bell tower and welcome center based on quoted increase estimates
4610	Maintenance - Building	5,000	General maintenance for Fantasy Planet retail store, restrooms and A/C system
4620	Maintenance-Grounds/Parks	4,000	Various supplies for grounds maintenance: plants, fertilizer, mulch, etc.
4630	Maintenance-Boardwalk	2,500	Boardwalk rehabilitation and maintenance as needed
4640	Maint. Other Equipment	-	
5210	Departmental Supplies	6,000	Recurring supplies for public restrooms such as paper materials and cleaning supplies
	Subtotal Operating	<u>149,100</u>	
CAPITAL:			
6300	Capital Improvements	-	
6400	Capital Equipment	-	
	Subtotal Capital Outlay	<u>-</u>	
OTHER:			
9175	Transfer to Parking Fund	109,700	Reimbursement of operating costs for Parking personnel to manage the parking program in John's Pass Village. Based on the percentage of meter collections in John's Pass Village (approx. 59%)
9911	Transfer to CIP Fund	204,700	Transient Dock Construction Preliminary Services, Parking Pay Station Installation, Electrical Installation for Village Blvd. Trees
9950	Transfer to General Fund	75,500	Reimbursement cost for parks expenses incurred at John's Pass Village. Includes salary and benefit costs as well as vehicle/equipment maintenance and motor fuel costs
	Subtotal Other	<u>389,900</u>	
	TOTAL JOHN'S PASS VILLAGE	<u>539,000</u>	

CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4069400
JOHN'S PASS VILLAGE FUND - 406

PLANNED CIP PROJECTS

	<u>FY 2013</u>
Parking Pay Station Installation (including \$75K re-budgeted from FY 2012)	\$175,000
Transient Dock Construction Preliminary Services	\$19,700
Electrical Installation for Village Blvd. Trees (re-budgeted from FY 2012)	\$10,000

**CITY OF MADEIRA BEACH
PARKING**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	\$81,802	\$81,973	\$91,181	\$86,181	\$94,900
OPERATING	62,797	82,493	94,183	94,183	90,600
CAPITAL	-	-	250,000	95,000	-
OTHER	574,327	493,437	31,226	-	360,000
TOTAL	\$718,926	\$657,903	\$466,590	\$275,364	\$545,500
<u>FUNDING SOURCE:</u>					
PARKING FUND	\$718,926	\$657,903	\$466,590	\$275,364	\$545,500

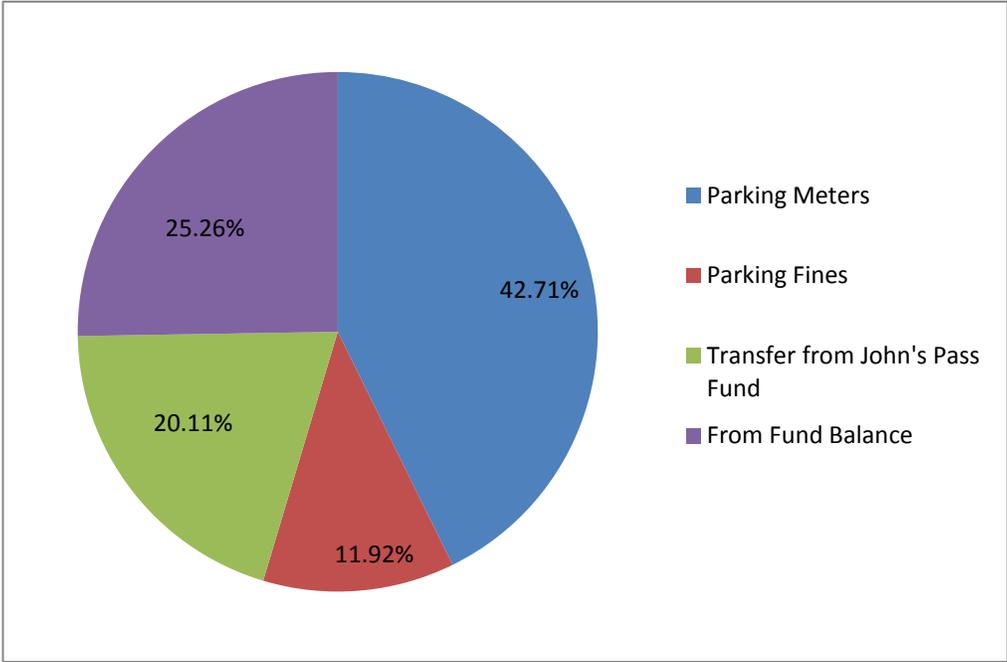
MISSION

The Parking Fund was established in FY 2010 to account for the revenues received from parking meters located throughout the City, and the expenses associated with collections and parking enforcement activities.

PARKING FUND

WHERE THE MONEY COMES FROM

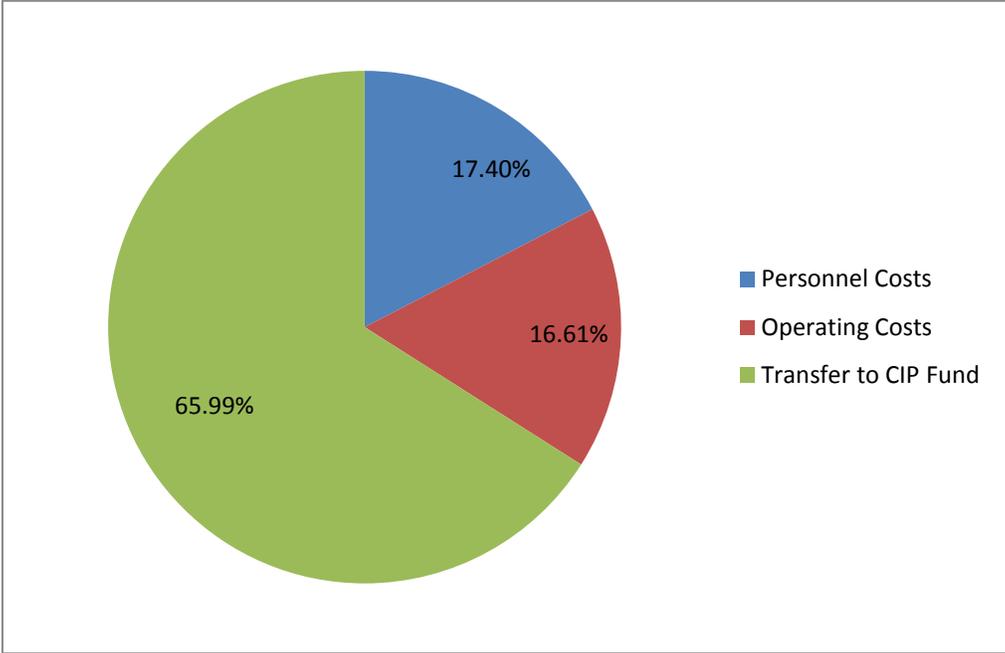
Parking Meters	42.71%	\$233,000
Parking Fines	11.92%	65,000
Transfer from John's Pass Fund	20.11%	109,700
From Fund Balance	25.26%	137,800
Total Funding Sources	100.00%	\$545,500



PARKING FUND

WHERE THE MONEY GOES

Personnel Costs	17.40%	\$94,900
Operating Costs	16.61%	90,600
Transfer to CIP Fund	65.99%	360,000
Total Appropriations	100.00%	\$545,500



**CITY OF MADEIRA BEACH
ESTIMATED REVENUES
PARKING FUND 407**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
BEGINNING FUNDING SOURCES:							
	Unrestricted Fund Balance	-	(2,204)	74,100	63,312	225,900	256.80%
TOTAL BEGINNING FUNDING SOURCES		\$ -	\$ (2,204)	\$ 74,100	\$ 63,312	\$ 225,900	256.80%
ADD: REVENUES							
344.501	Archibald Beach Parking Meters	89,292	106,781	90,000	90,000	105,000	16.67%
344.502	John's Pass Village Parking Meters	133,972	147,935	-	-	-	-
344.504	City/South Beach Parking Meters	81,946	117,180	80,000	80,000	120,000	50.00%
344.506	Non- Resident Parking Permits	4,830	6,910	4,500	4,500	8,000	77.78%
344.507	Village Blvd. Parking Meters	271,354	274,894	-	-	-	-
351.112	Parking Fines	84,854	69,966	80,000	80,000	65,000	-18.75%
361.100	Interest Earnings	-	(247)	250	250	-	-100.00%
381.016	Transfer from Vehicle Rep. Res	-	-	28,651	-	-	-
381.017	Transfer from John's Pass Fund	50,474	-	134,369	134,369	109,700	-18.36%
	Transfer from Fund Balance Reserve	-	-	48,820	48,820	-	-100.00%
TOTAL REVENUES		\$ 716,722	\$ 723,419	\$ 466,590	\$ 437,939	\$ 407,700	-6.90%
LESS: TOTAL EXPENDITURES		\$ 718,926	\$ 657,903	\$ 466,590	\$ 275,364	\$ 545,500	98.10%
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)		\$ (2,204)	\$ 63,312	\$ 74,100	\$ 225,887	\$ 88,100	-61.00%
Less: Contribution to Assigned Vehicle Replacement						\$ 10,000	
AVAILABLE FUND BALANCE		\$ (2,204)	\$ 63,312	\$ 74,100	\$ 225,887	\$ 78,100	-65.43%

**CITY OF MADEIRA BEACH
APPROPRIATIONS
PARKING FUND - 4079500**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
PERSONNEL:							
1200	Salaries & Wages	65,181	64,670	71,295	66,295	74,800	12.83%
1400	Overtime	158	219	500	500	500	0.00%
2100	Social Security	4,957	4,835	5,530	5,530	5,700	3.07%
2203	ICMA 401(a) Plan	2,164	2,284	2,308	2,308	2,300	-0.35%
2300	Group Insurance	6,166	7,408	7,339	7,339	8,000	9.01%
2400	Worker's Compensation	3,176	2,557	4,209	4,209	3,600	-14.47%
	Subtotal Personnel	81,802	81,973	91,181	86,181	94,900	10.12%
OPERATING:							
3111	Armored Car Service	2,046	2,166	2,280	2,280	2,300	0.88%
3410	County Services	41,530	34,850	45,000	45,000	45,000	0.00%
3600	Administrative Services	-	29,793	29,793	29,793	30,100	1.03%
4000	Travel and Training	-	-	150	150	-	-100.00%
4110	Cellular Telephone	723	521	480	480	500	4.17%
4200	Postage	156	7	50	50	100	100.00%
4500	General Insurance	735	713	880	880	900	2.27%
4600	Maintenance - Auto Equip.	133	1,317	750	750	800	6.67%
4640	Maintenance - Other Equip.	961	190	750	750	800	6.67%
4680	Maintenance - Tires	444	136	500	500	500	0.00%
4700	Print & Reproduction	4,587	2,592	2,700	2,700	2,700	0.00%
5100	Office Supplies	205	525	400	400	400	0.00%
5200	Uniforms	561	495	450	450	500	11.11%
5210	Departmental Supplies	7,342	6,961	7,000	7,000	3,000	-57.14%
5220	Gasoline & Oil*	3,374	2,227	3,000	3,000	3,000	0.00%
	Subtotal Operating	62,797	82,493	94,183	94,183	90,600	-3.80%
CAPITAL OUTLAY:							
6300	Capital Improvements	-	-	250,000	90,000	-	-100.00%
6400	Capital Equipment	-	-	-	5,000	-	-100.00%
	Subtotal Capital Outlay	-	-	250,000	95,000	-	-100.00%
OTHER:							
9185	Transfer to John's Pass Fund	324,327	199,761	-	-	-	
9910	Transfer to Vehicle Replacement Fund	-	-	31,226	-	-	
9911	Transfer to CIP Fund	-	-	-	-	360,000	
9950	Transfer to General Fund	250,000	293,676	-	-	-	
	Subtotal Other	574,327	493,437	31,226	-	360,000	
	TOTAL PARKING ENFORCEMENT	718,926	657,903	466,590	275,364	545,500	98.10%

*FY 2011 Gasoline & Oil expenditure account includes expenses for October through June only

**CITY OF MADEIRA BEACH
APPROPRIATIONS
PARKING FUND - 4079500**

A/C #	ACCOUNT TITLE	FY 2013 ADOPTED	DESCRIPTION
PERSONNEL:			
1200	Salaries & Wages	74,800	Parking enforcement wages, including 3% increases
1400	Overtime	500	Authorized overtime for the full-time Parking Enforcement Officer II
2100	Social Security	5,700	FICA contributions at 7.65% of salary
2203	ICMA 401(a) Plan	2,300	City's contribution to full-time staff retirement at 9% of salary
2300	Group Insurance	8,000	Health and life insurance costs for full-time Parking Enforcement Officer II, including quoted 9.4% medical insurance premium increase
2400	Worker's Compensation	3,600	Worker's Compensation insurance costs for full-time Parking Enforcement Officer II
	Subtotal Personnel	<u>94,900</u>	
OPERATING:			
3111	Armored Car Service	2,300	Coin delivery service to the bank for City revenues from parking meters
3410	County Services	45,000	County's processing fee for parking tickets (\$10/ticket)
3600	Administrative Services	30,100	Allocation of General Fund costs for support services provided to enterprise funds
4000	Travel and Training	-	
4110	Cellular Telephone	500	Cell phone service contract (approx. \$41/month)
4200	Postage	100	Miscellaneous correspondence as necessary
4500	General Insurance	900	Estimated auto liability and physical damage premiums for two parking enforcement vehicles
4600	Maintenance - Auto Equip.	800	Auto maintenance for parking enforcement vehicles
4640	Maintenance - Other Equip.	800	Maintenance for the three coin machines and the change counting machine at City Hall
4680	Maintenance - Tires	500	Replacement tires and tire repair service for parking enforcement vehicles
4700	Print & Reproduction	2,700	Parking tickets and resident parking passes. Non-resident passes are printed in-house
5100	Office Supplies	400	Miscellaneous recurring office supplies
5200	Uniforms	500	Shirts and uniforms for Parking Enforcement staff
5210	Departmental Supplies	3,000	Recurring supplies including tools, batteries, gloves for counting coins, meter bags, locks, keys
5220	Gasoline & Oil	3,000	Fuel for Parking Enforcement vehicles
	Subtotal Operating	<u>90,600</u>	
CAPITAL:			
6300	Capital Improvements	-	
6400	Capital Equipment	-	
	Subtotal Capital Outlay	<u>-</u>	
OTHER:			
9185	Transfer to John's Pass Fund	-	
9910	Transfer to Vehicle Replacement Fund	-	
9911	Transfer to CIP Fund	360,000	Archibald Park Rehabilitation, Parking Pay Station Installation
9950	Transfer to General Fund	-	
	Subtotal Other	<u>360,000</u>	
	TOTAL PARKING ENFORCEMENT	<u>545,500</u>	

**CITY OF MADEIRA BEACH, FLORIDA
DEPARTMENT: 4079500
PARKING FUND - 407**

POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>
PARKING ENFORCEMENT OFFICER II	1	1	1
PARKING ENFORCEMENT OFFICER I (PART-TIME)	2.25	2.25	2.40
TOTAL FUNDED POSITIONS	3.25	3.25	3.40

PLANNED CIP PROJECTS

	<u>FY 2013</u>
Archibald Park Rehabilitation (including \$160K re-budgeted from FY 2012)	\$260,000
Parking Pay Station Installation	\$100,000

**CITY OF MADEIRA BEACH
CAPITAL IMPROVEMENT PROGRAM (CIP) FUND**

SUMMARY

	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	-	-	-	-	-
OPERATING	-	-	-	-	-
CAPITAL	-	-	-	-	2,183,200
OTHER	-	-	-	-	-
TOTAL	-	-	-	-	\$2,183,200
<u>FUNDING SOURCE:</u>					
GENERAL FUND					\$95,000
LOCAL OPTION SALES TAX FUND					\$1,270,000
SANITATION FUND					\$153,500
STORMWATER FUND					\$100,000
MARINA FUND					\$0
JOHN'S PASS VILLAGE FUND					\$204,700
PARKING FUND					\$360,000
TOTAL					\$2,183,200

FUND DESCRIPTION

The Capital Improvement Program (CIP) Fund has been created to transfer all scheduled CIP projects and vehicle acquisitions/replacements from their respective funds into one single fund. Each CIP project is assigned a unique account number so that funding may be tracked and carried forward from year to year if necessary. Each fund's scheduled vehicle acquisitions/replacements will also be assigned a unique account number for the same purpose. The CIP Fund's funding sources include "transfers out" from the individual funds. These transfers are located in the "other" expenditure category within the funds. Expenditures out of the CIP Fund will be recorded as capital expenses.

**CITY OF MADEIRA BEACH
ESTIMATED REVENUES
CIP FUND - 408**

#	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
TOTAL BEGINNING FUNDING SOURCES		\$ -	\$ -	\$ -	\$ -	\$ -	
ADD: REVENUES							
381.001	Transfer from General Fund					95,000	
381.103	Transfer from Local Option Sales Tax Fund					1,270,000	
381.402	Transfer from Sanitation Fund					153,500	
381.404	Transfer from Stormwater Fund					100,000	
381.405	Transfer from Marina Fund					-	
381.406	Transfer from John's Pass Village Fund					204,700	
381.407	Transfer from Parking Fund					360,000	
TOTAL REVENUES		\$ -	\$ -	\$ -	\$ -	\$ 2,183,200	
LESS: TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -	\$ 2,183,200	
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)						0	
AVAILABLE FUND BALANCE		\$ -	\$ -	\$ -	\$ -	\$ -	

**CITY OF MADEIRA BEACH
APPROPRIATIONS
CIP FUND - 4089900**

A/C #	ACCOUNT TITLE	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ADOPTED	FY 2012 REVISED	FY 2013 ADOPTED	% CHANGE FY 2012 TO FY2013
CAPITAL OUTLAY:							
6302	Bus Shelter Renovations - General Fund					15,000	
6303	Street Resurfacing - Local Option Sales Tax Fund					875,000	
6304	Beach Walkover Replacements - Local Option Sales Tax Fund					200,000	
6305	Stormwater Master Plan Improvements - Stormwater Fund					100,000	
6306	Archibald Park Rehabilitation - Parking Fund					260,000	
6307	Transient Dock Construction - John's Pass Village Fund					19,700	
6308	Beach Groin Rehabilitation - Local Option Sales Tax Fund					100,000	
6309	9/11 Memorial Project - Local Option Sales Tax Fund					20,000	
6310	Electrical Installation for Village Blvd. Trees - John's Pass Fund					10,000	
6311	Utility Undergrounding - Local Option Sales Tax Fund					10,000	
6401	Fire/SCBA Replacements - General Fund					80,000	
6402	Parking Pay Station Installation - John's Pass Village Fund					175,000	
6403	Parking Pay Station Installation - Parking Fund					100,000	
6493	Vehicle Replacement/Acquisition - General Fund						
6494	Vehicle Replacement/Acquisition - Local Option Sales Tax Fund					65,000	
6495	Vehicle Replacement/Acquisition - Sanitation Fund					153,500	
6496	Vehicle Replacement/Acquisition - Stormwater Fund						
6497	Vehicle Replacement/Acquisition - Marina Fund						
6498	Vehicle Replacement/Acquisition - John's Pass Village Fund						
6499	Vehicle Replacement/Acquisition - Parking Fund						
	Subtotal Capital Outlay	-	-	-	-	2,183,200	
	TOTAL CIP Fund	-	-	-	-	2,183,200	

City of Madeira Beach

FY 2013 - FY 2017 Capital Improvement Program (CIP)

Introduction

The City of Madeira Beach has included a modified version of its Capital Improvement Program (CIP) into the annual operating budget for FY 2013. The CIP integrates the Comprehensive Annual Financial Report (CAFR) into the budget by linking year-end audited statements with long-term plans. The primary goal in modifying the CIP is to provide a more clear and concise management tool to the Board of Commissioners (BOC), public, and staff. Rather than working from a specific project budget as in the past, the new layout is intended to guide the reader from within a specific Fund. This will also allow greater flexibility for management and the BOC by providing a more comprehensive long-term perspective.

Each Fund begins with the available balance as identified in the audited statements for FY 2011. The available balance is derived from various classifications in the CAFR, as illustrated in Table 1. Available balances in the General Fund, for example, include unassigned balance, and assigned balances for vehicle replacements and sewer system proceeds. The Local Option Sales Tax fund balance is entirely restricted by state law. This Fund may only be used to finance infrastructure projects and public safety vehicle acquisitions/replacements. Therefore, its restricted fund balance is considered available for the purposes of planning capital projects and vehicle replacements. Meanwhile, each of the enterprise funds draws from unrestricted fund balance. Table 1 breaks down each of these classifications and provides ending balances for FY 2011. Each Fund's available balance is then supported with FY 2012 revenue and expenditure estimates, to reach a projected starting point for the five-year CIP planning period (FY 2013).

Vehicle replacements are funded by annual reserves to ensure the availability of sufficient funding when replacements are due. Each Fund begins to establish this reserve in FY 2013, however the General Fund is also supported by a previous balance as of September 30, 2011 and continues to work from that assigned balance. The Local Option Sales Tax Fund is the only Fund without a specific vehicle replacement reserve, because its uses are specifically limited to infrastructure projects and public safety vehicle acquisitions/replacements.

The CIP begins with an overall summary of all projects and vehicles currently scheduled over the next five years. The summary is followed by a Funding Source projection for each Fund. Individual description sheets to support each project are located in the final section.

The criteria for inclusion in the annual CIP includes any project estimated at \$25,000 or more, and vehicle acquisitions/replacements.

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Table 1: Fund Balance by Classification as of 9/30/2011

	General Fund	Local Option Sales Tax Fund	Sanitation Fund	Stormwater Fund	Marina Fund	John's Pass Village Fund	Parking Fund
Fund Balance 9/30/2011	\$11,890,388	\$2,157,106	\$1,385,583	\$3,393,521	\$762,808	\$3,772,847	\$64,062
Nonspendable:							
Inventories	\$35,419						
Prepaid Items	\$7,399						
Advance due to other funds	\$483,926						
Restricted:		\$2,157,106					
Assigned:							
Encumbrances	\$98,014						
Vehicle replacements	\$628,447						
Compensated absences	\$131,587						
Proceeds from sale of sewer system	\$3,344,706						
Unassigned:	\$7,160,890						
Unrestricted:			\$1,118,283	\$1,204,130	(\$354,672)	\$647,700	\$63,312

The City implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definition*, for the fiscal year ended September 30, 2010. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which the government is bound to observe constraints imposed upon the use of the resources reported in the governmental funds. Each classification of fund balance is based on the relative strength of the constraints that control how specific amounts can be spent. The order of spending would follow the same hierarchy; that is, if an amount for a specific purpose is categorized as restricted or committed, then spending for such purpose would come from that classification before any lower classification, and could not come from amounts categorized at a higher level.

Nonspendable fund balance represents amounts that cannot be spent, such as inventories, prepaid amounts, and amounts that are legally or contractually required to remain intact.

Restricted fund balance includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Table 1: Fund Balance by Classification as of 9/30/2011

Committed fund balance includes amounts that can be used only for the specific purposes determined by a formal vote of the Board of Commissioners, including encumbrances for purchase orders in excess of \$15,000 which require the approval of the Board.

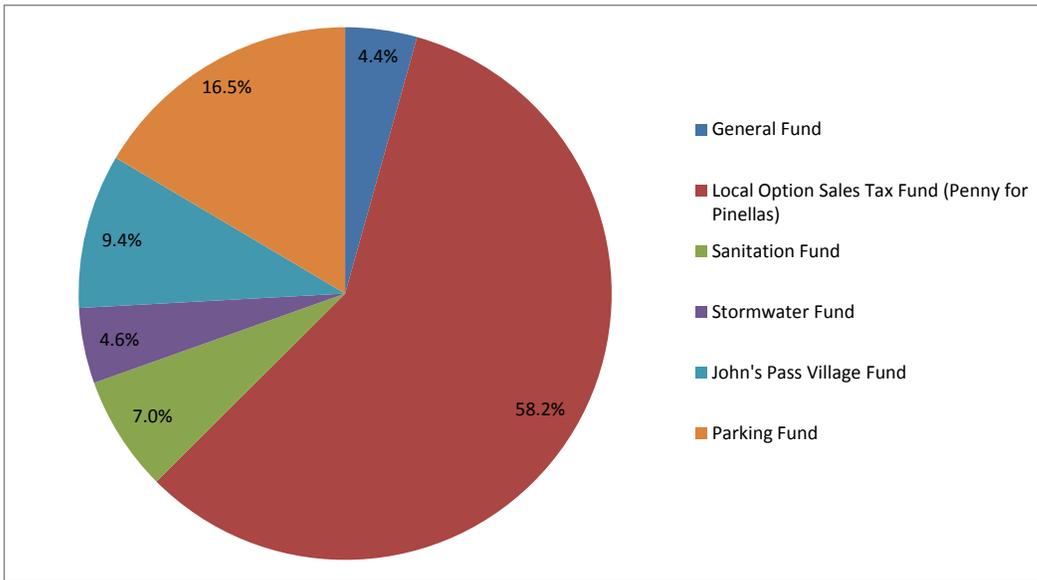
Assigned fund balance includes amounts that are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed because they are supported by management's intent rather than a formal action of the Board of Commissioners. Encumbrances for purchase orders of \$15,000 or less are also included in this category.

Unassigned fund balance can only be found in the general fund; it represents the residual amount of fund balance not contained in the other classifications.

The City of Madeira Beach does not have a formally adopted stabilization arrangement or minimum fund balance policy; however, one third of the general fund budget has historically been earmarked for unforeseen emergencies. This amount was previously reported as a designation of fund balance, but is now included in the unassigned fund balance of the general fund. For FY 2013, \$1,644,100 of the unassigned fund balance has been earmarked for unforeseen emergencies. These funds would be available for use with the approval of the Board of Commissioners following an event such as a flood or hurricane.

City of Madeira Beach FY 2013 - FY 2017 Capital Improvement Program (CIP)

Fund	CIP/Vehicle Expenditures	
General Fund	4.4%	\$95,000
Local Option Sales Tax Fund (Penny for Pinellas)	58.2%	\$1,270,000
Sanitation Fund	7.0%	\$153,500
Stormwater Fund	4.6%	\$100,000
John's Pass Village Fund	9.4%	\$204,700
Parking Fund	16.5%	\$360,000
Total FY 2013 Planned Expenditures	100.0%	\$2,183,200



**City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)**

Project Description	Department	Fund	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total
Fire/EMS SCBA Replacements	Fire/EMS	General Fund (Grant)	80,000					80,000
Bus Shelter Renovations	Public Works	General Fund	15,000	20,000	20,000			55,000
Street Resurfacing	Public Works	Local Option Sales Tax Fund	250,000	250,000				500,000
Street Resurfacing - Rebudget from FY 2012	Public Works	Local Option Sales Tax Fund	625,000					
Beach Walkover Replacements	Parks	Local Option Sales Tax Fund	100,000					100,000
Beach Walkovers - Rebudget from FY 2012	Parks	Local Option Sales Tax Fund	100,000					
Beach Groin Rehab - Rebudget from FY 2012	Parks	Local Option Sales Tax Fund	100,000					
Stormwater Master Plan Improvements	Stormwater	Stormwater	100,000	100,000	100,000	100,000	100,000	500,000
Archibald Park Rehabilitation	Parks	Parking Fund	100,000					100,000
Archibald Park - Rebudget from FY 2012	Parks	Parking Fund	160,000					
Parking Pay Station Installation in JPV	John's Pass	John's Pass Village Fund	100,000					100,000
Parking Pay Station - Rebudget from FY 2012	John's Pass	John's Pass Village Fund	75,000					
Parking Pay Station Installation Citywide	Parking	Parking Fund	100,000					100,000
John's Pass Transient Dock Construction	John's Pass	John's Pass Village Fund	19,700					19,700
9/11 Memorial Project - Rebudget from FY 2012	Parks	Local Option Sales Tax Fund	20,000					20,000
Utility Undergrounding - Rebudget from FY 2012	Public Works	Local Option Sales Tax Fund	10,000					10,000
Electrical Installation - Rebudget from FY 2012	John's Pass	John's Pass Village Fund	10,000					10,000
City Hall/Fire Station Reconstruction	Non-Departmental	Unfunded						
Public Works Building Reconstruction	Public Works	Unfunded						
Marina Reconstruction	Marina	Unfunded						

Projects Total \$ 1,964,700 \$ 370,000 \$ 120,000 \$ 100,000 \$ 100,000 \$ 2,654,700

Vehicle Description	Department	Fund	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total
2007 Ford Escape (#96)	Community Development	General Fund	-		20,000			20,000
2005 Ford F250 (#3)	Parks	General Fund	-			25,000		25,000
2004 Ford F150 (#5)	Parks	General Fund	-			20,000		20,000
1997 Ford F250 (#36)	Parks	General Fund	-	24,000				24,000
1999 Dodge Ram (#90)	Parks	General Fund	-	25,000				25,000
2009 Ford F250 (#65)	Public Works	General Fund	-			25,000		25,000
2005 Ford F150 (#20)	Recreation	General Fund	-		20,000			20,000
1987 International Bluebird School Bus (#54)	Recreation	General Fund	-	95,000				95,000
2010 Bluebird Vision Bus (#55)	Recreation	General Fund	-					-
1991 Ford Van w/ Bucket (#39)	Public Works	General Fund	-	40,000				40,000
2009 Ford F350 (#40)	Public Works	General Fund	-			25,000		25,000
2006 Ford F350 (#68)	Public Works	General Fund	-	30,000				30,000
Fire/EMS Apparatus Extrication Equipment	Fire/EMS	Local Option Sales Tax Fund	25,000					25,000
2009 Ford Explorer (#C25)	Fire/EMS	Local Option Sales Tax Fund	-				25,000	25,000
2004 Pierce Enforcer Fire Engine (#E25)	Fire/EMS	Local Option Sales Tax Fund	-					-
1999 Saalsbury Spartan Fire Engine (#P25)	Fire/EMS	Local Option Sales Tax Fund	-			400,000		400,000
Fire/EMS ALS Vehicle Acquisition	Fire/EMS	Local Option Sales Tax Fund	40,000					40,000
Pump-out Boat Acquisition	Marina	Marina Fund	-					-
1998 Chevy S10 (#99)	Marina	Marina Fund	-					-
2004 Ford F150 (#24)	Marina	Marina Fund	-					-
2007 Ford Ranger (#97)	Parking	Parking Fund	-					-
1998 Ford Ranger (#98)	Parking	Parking Fund	-		15,000			15,000
2002 Sterling Claw Truck (#8)	Sanitation	Sanitation Fund	153,500					153,500
2004 Ford F550 Dump Truck (#19)	Sanitation	Sanitation Fund	-			40,000		40,000
2003 Sterling Packer Truck (#33)	Sanitation	Sanitation Fund	-		110,000			110,000
2004 Peterbilt Packer Truck (#37)	Sanitation	Sanitation Fund	-			135,000		135,000
2009 Peterbilt Packer Truck (#51)	Sanitation	Sanitation Fund	-					-

Vehicle Description	Department	Fund	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total
1997 Ford F250 (#38)	Sanitation	Sanitation Fund	-		30,000			30,000
2012 Peterbilt Packer Truck (#26)	Sanitation	Sanitation Fund	-					-
2011 Ford F350 (#70)	Stormwater	Stormwater Fund	-					-
Vehicles Total			\$ 218,500	\$ 214,000	\$ 195,000	\$ 670,000	\$ 25,000	\$ 1,322,500
CIP Total			\$ 2,183,200	\$ 584,000	\$ 315,000	\$ 770,000	\$ 125,000	\$ 2,857,500

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: General Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Beginning Funding Sources:						
Unassigned Fund Balance	7,160,900	7,037,600	7,222,800	7,116,800	7,083,200	6,936,900
Assigned: Vehicle Replacements	628,400	628,400	698,200	554,000	583,800	558,600
Assigned: Sewer System Proceeds*	3,344,700	3,344,700	3,344,700	3,344,700	3,344,700	3,344,700
Total Beginning Funding Sources	\$ 11,134,000	\$ 11,010,700	\$ 11,265,700	\$ 11,015,500	\$ 11,011,700	\$ 10,840,200
Estimated Revenues	\$ 4,932,100	\$ 5,261,900	\$ 5,209,300	\$ 5,209,300	\$ 5,235,300	\$ 5,287,700
Estimated Operating Budget Expenditures	5,055,400	4,981,700	5,081,300	5,182,900	5,286,600	5,392,300
Estimated Capital Project Expenditures	-	95,000	20,000	20,000	-	-
Estimated Vehicle Expenditures	-	-	214,000	40,000	95,000	-
Total Expenditures	\$ 5,055,400	\$ 5,076,700	\$ 5,315,300	\$ 5,242,900	\$ 5,381,600	\$ 5,392,300
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)	11,010,700	11,195,900	11,159,700	10,981,900	10,865,400	10,735,600
Less: Provision for Unforeseen Emergencies	1,685,100	1,660,600	1,693,800	1,727,600	1,762,200	1,797,400
Less: Contribution to Assigned Vehicle Replacement	-	69,800	69,800	69,800	69,800	69,800
AVAILABLE FUND BALANCE	\$ 9,325,600	\$ 9,465,500	\$ 9,396,100	\$ 9,184,500	\$ 9,033,400	\$ 8,868,400
<i>Available Balance / Operating Budget Ratio</i>	<i>184.5%</i>	<i>190.0%</i>	<i>184.9%</i>	<i>177.2%</i>	<i>170.9%</i>	<i>164.5%</i>

*Sewer System Proceeds will remain available for any major capital improvement project as directed by the Board of Commissioners

Projects:

Bus Shelter Renovations		15,000	20,000	20,000		
Fire/EMS SCBA Replacements (Grant Funded)		80,000				
Municipal Building Construction						
Marina Renovations						
Projects Total	\$ -	\$ 95,000	\$ 20,000	\$ 20,000	\$ -	\$ -

Vehicles:

2007 Ford Escape (#96)	-	-		20,000		
2005 Ford F250 (#3)	-	-			25,000	
2004 Ford F150 (#5)	-	-			20,000	
1997 Ford F250 (#36)	-	-	24,000			
1999 Dodge Ram (#90)	-	-	25,000			
2009 Ford F250 (#65)	-	-			25,000	
2005 Ford F150 (#20)	-	-		20,000		
1987 International Bluebird School Bus (#54)	-	-	95,000			
2010 Bluebird Vision Bus (#55)	-	-				
1991 Ford Van w/ Bucket (#39)	-	-	40,000			

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: General Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
2009 Ford F350 (#40)	-	-			25,000	
2006 Ford F350 (#68)	-	-	30,000			
Vehicles Total	\$ -	\$ -	\$ 214,000	\$ 40,000	\$ 95,000	\$ -
CIP Total	\$ -	\$ 95,000	\$ 234,000	\$ 60,000	\$ 95,000	\$ -

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: Local Option Sales Tax Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Beginning Funding Sources:						
Restricted Fund Balance ¹	2,157,100	2,013,300	1,089,700	1,187,800	1,537,600	1,490,900
Total Beginning Funding Sources	\$ 2,157,100	\$ 2,013,300	\$ 1,089,700	\$ 1,187,800	\$ 1,537,600	\$ 1,490,900
Estimated Revenues	\$ 332,700	\$ 346,400	\$ 348,100	\$ 349,800	\$ 353,300	\$ 356,800
Estimated Operating Budget Expenditures	20,000	-	-	-	-	-
Estimated Capital Project Expenditures	456,500	1,205,000	250,000	-	-	-
Estimated Vehicle Expenditures	-	65,000	-	-	400,000	25,000
Total Expenditures	\$ 476,500	\$ 1,270,000	\$ 250,000	\$ -	\$ 400,000	\$ 25,000
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)	2,013,300	1,089,700	1,187,800	1,537,600	1,490,900	1,822,700
AVAILABLE FUND BALANCE	\$ 2,013,300	\$ 1,089,700	\$ 1,187,800	\$ 1,537,600	\$ 1,490,900	\$ 1,822,700

¹Restricted for infrastructure projects and public safety vehicles, per FL Statutes § 212.055

Projects:

Seawall Replacement	300,000					
Curb & Gutter Replacements	-					
Beach Groin Rehabilitation - Rebudget from FY 2012	-	100,000				
Municipal Building Construction	150,000					
Street Resurfacing	-	250,000	250,000	-	-	-
Street Resurfacing - Rebudget from FY 2012		625,000				
9/11 Memorial Project - Rebudget from FY 2012		20,000				
Utility Undergrounding Evaluation - Rebudget from FY 2012		10,000				
Beach Walkover Replacements	-	100,000	-	-	-	-
Beach Walkover Replacements - Rebudget from FY 2012		100,000				
Projects Total	\$ 450,000	\$ 1,205,000	\$ 250,000	\$ -	\$ -	\$ -

Vehicles:

Fire/EMS Apparatus Extrication Equipment		25,000				
2009 Ford Explorer (#C25)		-				25,000
2004 Pierce Enforcer Fire Engine (#E25)		-				
1999 Saulsbury Spartan Fire Engine (#P25)		-			400,000	
Fire/EMS ALS Vehicle Acquisition		40,000				
Vehicles Total	\$ -	\$ 65,000	\$ -	\$ -	\$ 400,000	\$ 25,000
CIP Total	\$ 450,000	\$ 1,270,000	\$ 250,000	\$ -	\$ 400,000	\$ 25,000

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: Sanitation Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Beginning Funding Sources:						
Unrestricted Fund Balance	1,118,200	1,197,300	984,100	911,500	839,200	737,300
Assigned: Vehicle Replacements	-	-	1,500	156,500	171,500	151,500
Total Beginning Funding Sources	\$ 1,118,200	\$ 1,197,300	\$ 985,600	\$ 1,068,000	\$ 1,010,700	\$ 888,800
Estimated Revenues	\$ 1,093,400	\$ 1,087,000	\$ 1,092,400	\$ 1,097,900	\$ 1,108,900	\$ 1,120,000
Estimated Operating Budget Expenditures	1,014,300	991,700	1,011,500	1,031,700	1,052,300	1,073,300
Estimated Capital Project Expenditures	-	-	-	-	-	-
Estimated Vehicle Expenditures	-	153,500	-	140,000	175,000	-
Total Expenditures	\$ 1,014,300	\$ 1,145,200	\$ 1,011,500	\$ 1,171,700	\$ 1,227,300	\$ 1,073,300
Projected Balance <i>(Beginning Sources + Revenues - Expenses)</i>	1,197,300	1,139,100	1,066,500	994,200	892,300	935,500
Less: Contribution to Assigned Vehicle Replacement	-	155,000	155,000	155,000	155,000	155,000
AVAILABLE FUND BALANCE	\$ 1,197,300	\$ 984,100	\$ 911,500	\$ 839,200	\$ 737,300	\$ 780,500
<i>Available Balance / Operating Budget Ratio</i>	<i>118.0%</i>	<i>99.2%</i>	<i>90.1%</i>	<i>81.3%</i>	<i>70.1%</i>	<i>72.7%</i>

Projects:

Projects Total	\$ -					

Vehicles:

2002 Sterling Claw Truck (#8)		153,500				
2004 Ford F550 Dump Truck (#19)					40,000	
2003 Sterling Packer Truck (#33)				110,000		
2004 Peterbilt Packer Truck (#37)					135,000	
2009 Peterbilt Packer Truck (#51)						
1997 Ford F250 (#38)				30,000		
2012 Peterbilt Packer Truck (#26)						
Vehicles Total	\$ -	\$ 153,500	\$ -	\$ 140,000	\$ 175,000	\$ -
CIP Total	\$ -	\$ 153,500	\$ -	\$ 140,000	\$ 175,000	\$ -

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: Stormwater Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Beginning Funding Sources:						
Unrestricted Fund Balance	1,204,100	1,303,900	1,338,700	1,380,900	1,428,100	1,481,900
Assigned: Vehicle Replacements	-	-	10,000	20,000	30,000	40,000
Total Beginning Funding Sources	\$ 1,204,100	\$ 1,303,900	\$ 1,348,700	\$ 1,400,900	\$ 1,458,100	\$ 1,521,900
Estimated Revenues	\$ 363,000	\$ 371,000	\$ 372,900	\$ 374,800	\$ 378,500	\$ 382,300
Estimated Operating Budget Expenditures	263,200	226,200	230,700	237,600	244,700	254,500
Estimated Capital Project Expenditures	-	100,000	100,000	100,000	100,000	100,000
Estimated Vehicle Expenditures	-	-	-	-	-	-
Total Expenditures	\$ 263,200	\$ 326,200	\$ 330,700	\$ 337,600	\$ 344,700	\$ 354,500
Projected Balance <i>(Beginning Sources + Revenues - Expenses)</i>	1,303,900	1,348,700	1,390,900	1,438,100	1,491,900	1,549,700
Less: Contribution to Assigned Vehicle Replacement	-	10,000	10,000	10,000	10,000	10,000
AVAILABLE FUND BALANCE	\$ 1,303,900	\$ 1,338,700	\$ 1,380,900	\$ 1,428,100	\$ 1,481,900	\$ 1,539,700
<i>Available Balance / Operating Budget Ratio</i>	<i>495.4%</i>	<i>591.8%</i>	<i>598.6%</i>	<i>601.1%</i>	<i>605.6%</i>	<i>605.0%</i>
Projects:						
Stormwater Master Plan Improvements		100,000	100,000	100,000	100,000	100,000
Projects Total	\$ -	\$ 100,000				
Vehicles:						
2011 Ford F350 (#70)		-				
Vehicles Total	\$ -					
CIP Total	\$ -	\$ 100,000				

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: Marina Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Beginning Funding Sources:						
Unrestricted Fund Balance	(354,600)	(319,500)	(270,600)	(232,200)	(204,700)	(181,500)
Assigned: Vehicle Replacements	-	-	10,000	20,000	30,000	40,000
Total Beginning Funding Sources	\$ (354,600)	\$ (319,500)	\$ (260,600)	\$ (212,200)	\$ (174,700)	\$ (141,500)
Estimated Revenues	\$ 1,329,000	\$ 1,427,600	\$ 1,434,700	\$ 1,441,900	\$ 1,456,300	\$ 1,470,900
Estimated Operating Budget Expenditures	1,293,900	1,378,700	1,406,300	1,434,400	1,463,100	1,492,400
Estimated Capital Project Expenditures	-	-	-	-	-	-
Estimated Vehicle Expenditures	-	-	-	-	-	-
Total Expenditures	\$ 1,293,900	\$ 1,378,700	\$ 1,406,300	\$ 1,434,400	\$ 1,463,100	\$ 1,492,400
Projected Balance <i>(Beginning Sources + Revenues - Expenses)</i>	(319,500)	(270,600)	(232,200)	(204,700)	(181,500)	(163,000)
Add: General Fund Ship Store Equity*	459,800	436,500	413,200	389,900	366,600	343,300
Less: Contribution to Assigned Vehicle Replacement	-	10,000	10,000	10,000	10,000	10,000
AVAILABLE FUND BALANCE	\$ 140,300	\$ 155,900	\$ 171,000	\$ 175,200	\$ 175,100	\$ 170,300
<i>Available Balance / Operating Budget Ratio</i>	<i>10.8%</i>	<i>11.3%</i>	<i>12.2%</i>	<i>12.2%</i>	<i>12.0%</i>	<i>11.4%</i>

*The City's CAFR reports full equity in the Ship Store by the Marina Fund, based on GASB standards. The Marina Fund's unrestricted net assets in the CAFR reflect liability for the entire original General Fund loan. However, the Marina Fund will pay back the loan to the General Fund on a 20-year scheduled approved by the BOC. The difference is considered available for budgetary purposes.

Projects:

Projects Total	\$ -					
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Vehicles:

Pump-out Boat Acquisition	-	-	-	-	-	-
1998 Chevy S10 (#99)	-	-	-	-	-	-
2004 Ford F150 (#24)	-	-	-	-	-	-
Vehicles Total	\$ -					
CIP Total	\$ -					

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: John's Pass Village Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Beginning Funding Sources:						
Unrestricted Fund Balance	647,700	829,200	809,400	994,300	1,179,200	1,364,100
Total Beginning Funding Sources	\$ 647,700	\$ 829,200	\$ 809,400	\$ 994,300	\$ 1,179,200	\$ 1,364,100
Estimated Revenues	\$ 526,200	\$ 519,200	\$ 519,200	\$ 519,200	\$ 519,200	\$ 519,200
Estimated Operating Budget Expenditures	344,700	334,300	334,300	334,300	334,300	334,300
Estimated Capital Project Expenditures	-	204,700	-	-	-	-
Estimated Vehicle Expenditures	-	-	-	-	-	-
Total Expenditures	\$ 344,700	\$ 539,000	\$ 334,300	\$ 334,300	\$ 334,300	\$ 334,300
Projected Balance (<i>Beginning Sources + Revenues - Expenses</i>)	829,200	809,400	994,300	1,179,200	1,364,100	1,549,000
AVAILABLE FUND BALANCE	\$ 829,200	\$ 809,400	\$ 994,300	\$ 1,179,200	\$ 1,364,100	\$ 1,549,000
<i>Available Balance / Operating Budget Ratio</i>	240.6%	242.1%	297.4%	352.7%	408.0%	463.4%
Projects:						
Transient Dock Construction		19,700				
Parking Pay Station Installation in JPV	0	100,000	-	-	-	-
Parking Pay Station - Rebudget from FY 2012		75,000				
Electrical Install at Village Blvd. - Rebudget from FY 2012		10,000				
Projects Total	\$ -	\$ 204,700	\$ -	\$ -	\$ -	\$ -
Vehicles:						
Vehicles Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP Total	\$ -	\$ 204,700	\$ -	\$ -	\$ -	\$ -

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: Parking Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Beginning Funding Sources:						
Unrestricted Fund Balance	63,300	225,900	78,100	298,600	512,300	736,200
Assigned: Vehicle Replacements	-	-	10,000	20,000	15,000	25,000
Total Beginning Funding Sources	\$ 63,300	\$ 225,900	\$ 88,100	\$ 318,600	\$ 527,300	\$ 761,200
Estimated Revenues	\$ 437,900	\$ 407,700	\$ 409,700	\$ 411,700	\$ 415,800	\$ 420,000
Estimated Operating Budget Expenditures	275,300	185,500	189,200	193,000	196,900	200,800
Estimated Capital Project Expenditures	-	360,000	-	-	-	-
Estimated Vehicle Expenditures	-	-	-	15,000	-	-
Total Expenditures	\$ 275,300	\$ 545,500	\$ 189,200	\$ 208,000	\$ 196,900	\$ 200,800
Projected Balance <i>(Beginning Sources + Revenues - Expenses)</i>	225,900	88,100	308,600	522,300	746,200	980,400
Less: Contribution to Assigned Vehicle Replacement	-	10,000	10,000	10,000	10,000	10,000
AVAILABLE FUND BALANCE	\$ 225,900	\$ 78,100	\$ 298,600	\$ 512,300	\$ 736,200	\$ 970,400
<i>Available Balance / Operating Budget Ratio</i>	82.1%	42.1%	157.8%	265.4%	373.9%	483.3%
Projects:						
Parking Pay Station Installation Citywide		100,000				
Archibald Park Rehabilitation		100,000	-	-	-	-
Archibald Park Rehabilitation - Rebudget from FY 2012		160,000				
Projects Total	\$ -	\$ 360,000	\$ -	\$ -	\$ -	\$ -
Vehicles:						
2007 Ford Ranger (#97)		-				
1998 Ford Ranger (#98)		-		15,000		
Vehicles Total	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -
CIP Total	\$ -	\$ 360,000	\$ -	\$ 15,000	\$ -	\$ -

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: CIP Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
Total Beginning Funding Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated Revenues	\$ -	\$ 2,183,200	\$ 584,000	\$ 315,000	\$ 770,000	\$ 125,000
Estimated Operating Budget Expenditures	-	-	-	-	-	-
Estimated Capital Project Expenditures	-	1,964,700	370,000	120,000	100,000	100,000
Estimated Vehicle Expenditures	-	218,500	214,000	195,000	670,000	25,000
Total Expenditures	\$ -	\$ 2,183,200	\$ 584,000	\$ 315,000	\$ 770,000	\$ 125,000
Projected Balance <i>(Beginning Sources + Revenues - Expenses)</i>	-	-	-	-	-	-
AVAILABLE FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Projects:

Fire/EMS SCBA Replacements		80,000				
Bus Shelter Renovations		15,000	20,000	20,000		
Street Resurfacing		250,000	250,000			
Street Resurfacing - Rebudget from FY 2012		625,000				
Beach Groin Rehab - Rebudget from FY 2012		100,000				
Beach Walkover Replacements		100,000				
Beach Walkovers - Rebudget from FY 2012		100,000				
Stormwater Master Plan Improvements		100,000	100,000	100,000	100,000	100,000
Archibald Park Rehabilitation		100,000				
Archibald Park - Rebudget from FY 2012		160,000				
9/11 Memorial Project - Rebudget from FY 2012		20,000				
Parking Pay Station Installation in JPV		100,000				
Parking Pay Station Installation - Rebudget from FY 2012		75,000				
Parking Pay Station Installation Citywide		100,000				
John's Pass Transient Dock Construction		19,700				
Electrical Installation - Rebudget from FY 2012		10,000				
Utility Undergrounding - Rebudget from FY 2012		10,000				
City Hall/Fire Station Reconstruction						
Public Works Building Reconstruction						
Marina Reconstruction						
Projects Total	\$ -	\$ 1,964,700	\$ 370,000	\$ 120,000	\$ 100,000	\$ 100,000

Vehicles:

2007 Ford Escape (#96)		-		20,000		
2005 Ford F250 (#3)		-			25,000	
2004 Ford F150 (#5)		-			20,000	
1997 Ford F250 (#36)		-	24,000			

City of Madeira Beach
FY 2013 - FY 2017 Capital Improvement Program (CIP)
Funding Source Summary: CIP Fund

	FY 12 ESTIMATE	FY 13 ADOPTED	FY 14 PLANNED	FY 15 PLANNED	FY 16 PLANNED	FY 17 PLANNED
1999 Dodge Ram (#90)		-	25,000			
2009 Ford F250 (#65)		-			25,000	
2005 Ford F150 (#20)		-		20,000		
1987 International Bluebird School Bus (#54)		-	95,000			
2010 Bluebird Vision Bus (#55)		-				
1991 Ford Van w/ Bucket (#39)		-	40,000			
2009 Ford F350 (#40)		-			25,000	
2006 Ford F350 (#68)		-	30,000			
Fire/EMS Apparatus Extrication Equipment		25,000				
2009 Ford Explorer (#C25)		-				25,000
2004 Pierce Enforcer Fire Engine (#E25)		-				
1999 Saulsbury Spartan Fire Engine (#P25)		-			400,000	
Fire/EMS ALS Vehicle Acquisition		40,000				
Pump-out Boat Acquisition		-				
1998 Chevy S10 (#99)		-				
2004 Ford F150 (#24)		-				
2007 Ford Ranger (#97)		-				
1998 Ford Ranger (#98)		-		15,000		
2002 Sterling Claw Truck (#8)		153,500				
2004 Ford F550 Dump Truck (#19)		-			40,000	
2003 Sterling Packer Truck (#33)		-		110,000		
2004 Peterbilt Packer Truck (#37)		-			135,000	
2009 Peterbilt Packer Truck (#51)		-				
1997 Ford F250 (#38)		-		30,000		
2012 Peterbilt Packer Truck (#26)		-				
2011 Ford F350 (#70)		-				
Vehicles Total	\$ -	\$ 218,500	\$ 214,000	\$ 195,000	\$ 670,000	\$ 25,000
CIP Total	\$ -	\$ 2,183,200	\$ 584,000	\$ 315,000	\$ 770,000	\$ 125,000

City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
FIRE/EMS SELF-CONTAINED BREATHING APPARATUS (SCBA) REPLACEMENTS

FUND: General Fund (Grant)

DEPT: Fire/EMS

LIFE EXPECTANCY: 10 Years

PROJECT NARRATIVE/JUSTIFICATION:

Essential to firefighting operations, SCBAs allow firefighters to breathe clean air when in hazardous environments, such as smoke, chemical vapors, or other atmospheres that are not conducive to life. According to the national standard, this equipment is obsolete due to being greater than 10 years old and past the second revision of the national standard. The Fire/EMS Department is requesting 14 replacement packs with spare bottles and plans to receive a grant for this purchase.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
	\$ 80,000				
RELATED COSTS					
Personnel	0	0	0	0	0
Equipment	0	0	0	0	0
Maintenance	0	0	0	0	0
TOTAL	\$ 80,000	\$ -	\$ -	\$ -	\$ -

City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
BUS SHELTER RENOVATIONS

FUND: General Fund

DEPT: Public Works

LIFE EXPECTANCY: 10 Years

PROJECT NARRATIVE/JUSTIFICATION:

The City Manager and Board of Commissioners have discussed options to enhance the aesthetics of current bus shelters. Staff is evaluating options to secure financial assistance from transportation agencies on this project and will pursue evaluation and design in FY 2013.

PROJECT COSTS

<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
\$ 15,000	\$ 20,000	\$ 20,000		

RELATED COSTS

Personnel	0	0	0	0	0
Equipment	0	0	0	0	0
Maintenance	0	0	500	1,000	1,000

TOTAL	\$ 15,000	\$ 20,000	\$ 20,500	\$ 1,000	\$ 1,000
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
STREET RESURFACING

FUND: Local Option Sales Tax Fund

DEPT: Public Works

LIFE EXPECTANCY: 15 Years

PROJECT NARRATIVE/JUSTIFICATION:

This project involves resurfacing various streets throughout the City each year as needed. Projects will be phased to coincide with the City's Stormwater Master Plan to address both streets and stormwater issues simultaneously wherever possible.

PROJECT COSTS

<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
\$ 250,000	\$ 250,000			

RELATED COSTS

Personnel	0	0	0	0	0
Equipment	0	0	0	0	0
Maintenance	0	0	0	0	0

TOTAL	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
BEACH WALKOVER REPLACEMENTS

FUND: Local Option Sales Tax Fund

DEPT: Parks

LIFE EXPECTANCY: 20 Years

PROJECT NARRATIVE/JUSTIFICATION:

This project was initiated in FY 2012 and is scheduled to be completed in FY 2013. All remaining walkovers not replaced in the prior year will be addressed in this phase.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
\$ 100,000					

RELATED COSTS

Personnel	0	0	0	0	0
Equipment	0	0	0	0	0
Maintenance	0	0	0	0	0

TOTAL	\$ 100,000	\$ -	\$ -	\$ -	\$ -
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
STORMWATER MASTER PLAN IMPROVEMENTS

FUND: Stormwater Fund

DEPT: Stormwater

LIFE EXPECTANCY: 20 Years

PROJECT NARRATIVE/JUSTIFICATION:

Consultants were engaged in FY 2012 to begin updating the City's Stormwater Master Plan. The Board of Commissioners approved a budget amendment in November 2011 to address long-term Stormwater infrastructure issues by programming \$100,000 annually into the Capital Improvement Plan. Specific improvements will be addressed following the consultant evaluation.

PROJECT COSTS

<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
<u>\$ 100,000</u>				

RELATED COSTS

Personnel	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Maintenance	<u>0</u>	<u>1,000</u>	<u>1,200</u>	<u>1,400</u>	<u>1,600</u>

TOTAL	<u>\$ 100,000</u>	<u>\$ 101,000</u>	<u>\$ 101,200</u>	<u>\$ 101,400</u>	<u>\$ 101,600</u>
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
ARCHIBALD PARK REHABILITATION

FUND: Parking Fund

DEPT: Parks

LIFE EXPECTANCY: 15 Years

PROJECT NARRATIVE/JUSTIFICATION:

This project involves renovations at Archibald Park, including the design and installation of new landscaping, lighting, and other amenities per the site plan approved by the Archibald Park Committee and the Board of Commissioners. The scope of this project does not include electrical service undergrounding.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
\$ 100,000					

RELATED COSTS

Personnel	0	0	0	0	0
Equipment	0	0	0	0	0
Maintenance	0	1,000	1,000	1,000	1,000

TOTAL	\$ 100,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
PARKING PAY STATION INSTALLATION

FUND: John's Pass Village Fund / Parking Fund

DEPT: Parking

LIFE EXPECTANCY: 12 Years

PROJECT NARRATIVE/JUSTIFICATION:

This project includes the installation of various pay stations to phase out the City's parking meters and improve the efficiency of parking fee collection. Funds were originally budgeted in FY 2012, in the amount of \$75,000, for the John's Pass Village parking lots. Those funds will be re-budgeted to FY 2013 and supported by an additional \$125,000 pay stations throughout the city.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
\$ 200,000					

RELATED COSTS

Personnel	0	0	0	0	0
Equipment	0	500	500	500	500
Maintenance	0	500	500	500	500

TOTAL	\$ 200,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
TRANSIENT DOCK CONSTRUCTION

FUND: John's Pass Village Fund

DEPT: John's Pass Village

LIFE EXPECTANCY: 20 Years

PROJECT NARRATIVE/JUSTIFICATION:

This project includes the installation of an extended dock at John's Pass. Staff is pursuing grant funds for this project and the current scope includes preliminary engineering and conceptual work only. The estimated range of construction costs if the City does not secure grant funds is \$125,000 to \$200,000.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
\$ 19,700					

RELATED COSTS

Personnel	0	0	0	0	0
Equipment	0	0	0	0	0
Maintenance	0	0	0	0	0

TOTAL	\$ 19,700	\$ -	\$ -	\$ -	\$ -
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
CITY HALL / FIRE STATION RECONSTRUCTION

FUND: Unfunded

DEPT: Non-Departmental

LIFE EXPECTANCY: 40 Years

PROJECT NARRATIVE/JUSTIFICATION:

In FY 2012, funds were budgeted to address various facility improvements at the City Hall/Fire Station complex. After assessing the building in its entirety, the original scope of the rehabilitation project changed significantly to potentially include the construction of a new facility. Funds were utilized in FY 2012, in the amount of \$147,361, to begin architectural and professional services related to the construction of the building. The new facility would include all necessary and related furniture, fixtures and equipment built into the construction costs. This project is currently unfunded, pending further direction by the Board of Commissioners.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
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RELATED COSTS

Personnel					
Equipment					
Maintenance					

TOTAL	\$ -				
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
PUBLIC WORKS BUILDING RECONSTRUCTION

FUND: Unfunded

DEPT: Public Works

LIFE EXPECTANCY: 30 Years

PROJECT NARRATIVE/JUSTIFICATION:

This project is intended to identify major improvements necessary at the Public Works facility. Staff has discussed the feasibility of several options to replace the current aged structure, including the construction of a pole-barn facility to house all Public Works equipment. The timeline for this project may coincide with the possible reconstruction of City Hall and the Fire Station, in which case the City may realize economies of scale by pursuing both projects together. The project is currently unfunded, pending further direction by the Board of Commissioners.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
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RELATED COSTS

Personnel					
Equipment					
Maintenance					

TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
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City of Madeira Beach
 FY 2013 - FY 2017 Capital Improvement Program (CIP)
MARINA RECONSTRUCTION

FUND: Unfunded

DEPT: Marina

LIFE EXPECTANCY: 20 Years

PROJECT NARRATIVE/JUSTIFICATION:

This project is intended to identify major repairs or rehabilitation necessary to preserve the Marina's safety. Many features at the Marina will require significant improvements or replacement in coming years. The scope of this project is currently being evaluated and the project is unfunded, pending further review and direction by the Board of Commissioners.

PROJECT COSTS

	<i>FY13</i>	<i>FY14</i>	<i>FY15</i>	<i>FY16</i>	<i>FY17</i>
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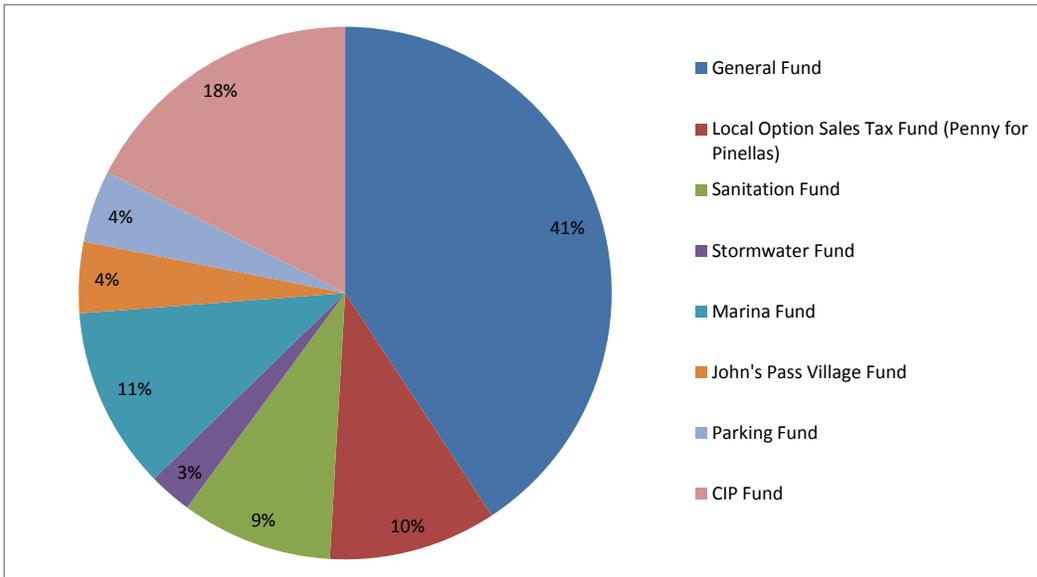
RELATED COSTS

Personnel					
Equipment					
Maintenance					

TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
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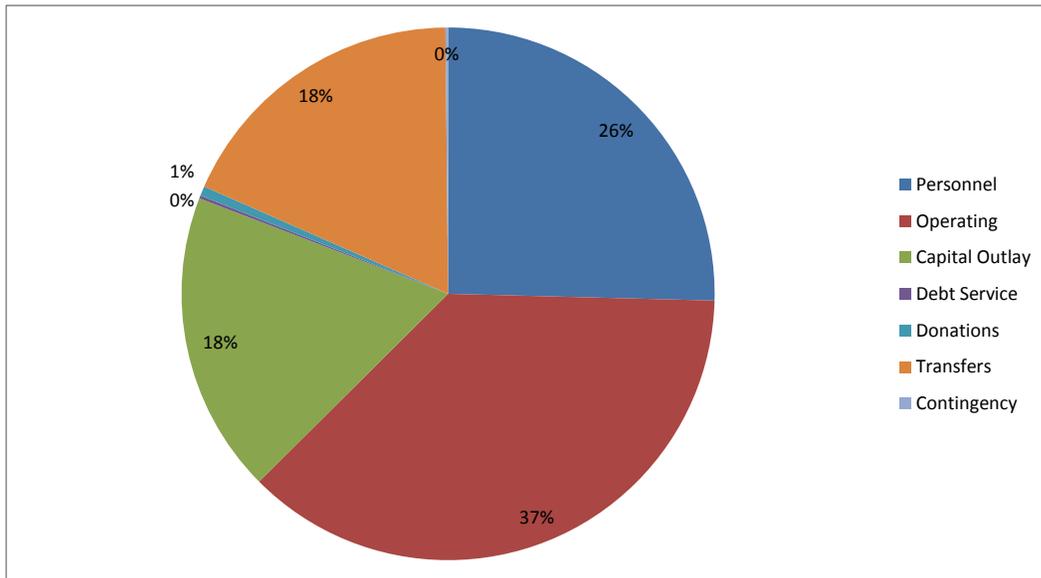
City of Madeira Beach FY 2013 Budget Appropriations by Fund

Fund	Total Appropriations
General Fund	5,076,700
Local Option Sales Tax Fund (Penny for Pinellas)	1,270,000
Sanitation Fund	1,145,200
Stormwater Fund	326,200
Marina Fund	1,378,700
John's Pass Village Fund	539,000
Parking Fund	545,500
CIP Fund	2,183,200
Total FY 2013 Appropriations	\$12,464,500



City of Madeira Beach FY 2013 Budget Appropriations by Type

Fund	Total Appropriations
Personnel	3,166,400
Operating	4,629,500
Capital Outlay	2,279,700
Debt Service	23,300
Donations	72,200
Transfers	2,273,400
Contingency	20,000
Total FY 2013 Appropriations	\$12,464,500



CITY OF MADEIRA BEACH
PERSONNEL SUMMARY
ALL DEPARTMENTS / ALL FUNDS

<u>Department</u> / Position Title	<u>Base Salary Range</u> Hourly Rate	<u>Position Counts (FTE)</u>		
		FY 2011	FY 2012	FY 2013
<u>City Manager's Office</u>				
City Manager	N/A	1.00	1.00	1.00
Administrative Assistant	\$13.51 - \$20.27	<u>1.00</u>	<u>0.00</u>	<u>2.00</u>
		2.00	1.00	3.00
<u>Clerk/Commisison</u>				
City Clerk	N/A	1.00	1.00	1.00
Mayor	N/A	1.00	1.00	1.00
City Commissioners	N/A	4.00	4.00	4.00
Administrative Assistant	\$13.51 - \$20.27	<u>0.00</u>	<u>0.20</u>	<u>0.00</u>
		6.00	6.20	6.00
<u>Community Development</u>				
Community Development Director	\$20.67 - \$39.74	1.00	0.00	1.00
Community Development Manager	\$14.82 - \$26.98	0.00	1.00	0.00
Administrative Assistant	\$13.51 - \$20.27	1.00	1.00	1.00
Code Enforcement Officer	\$14.52 - \$22.29	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
		2.00	3.00	3.00
<u>Finance</u>				
Finance Director	\$20.67 - \$39.74	1.00	1.00	1.00
Human Resources Manager	\$14.82 - \$26.98	1.00	0.00	0.00
Accounting Specialist	\$13.51 - \$20.27	1.00	1.00	1.00
P/T Accounting Specialist	\$13.51 - \$20.27	0.00	0.00	0.50
Administrative Assistant	\$13.51 - \$20.27	<u>1.00</u>	<u>1.80</u>	<u>1.00</u>
		4.00	3.80	3.50
<u>Fire/EMS</u>				
Fire Chief	\$20.67 - \$39.74	1.00	1.00	1.00
Lieutenant: EMT/Paramedic	\$15.25 - \$19.90 / \$16.92 - \$22.08	3.00	3.00	3.00
Firefighter: EMT/Paramedic	\$12.39 - \$17.15 / \$14.26 - \$19.74	7.00	9.00	9.00
Administrative Assistant	\$13.51 - \$20.27	1.00	1.00	1.00
Code Enforcement Officer (Inspector)	\$14.52 - \$22.29	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
		13.00	14.00	14.00
<u>Marina</u>				
Central Services Director	\$20.67 - \$39.74	0.00	0.00	0.30
Marina Director	\$20.67 - \$39.74	1.00	1.00	0.00
Marina Assistant	\$8.39 - \$12.17	2.00	2.00	2.00
Marina Attendant (P/T)	\$8.39 - \$12.17	0.50	0.50	0.00
Marina Attendant (F/T)		<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
		3.50	3.50	3.30

CITY OF MADEIRA BEACH
PERSONNEL SUMMARY
ALL DEPARTMENTS / ALL FUNDS

<u>Department</u> / Position Title	<u>Base Salary Range</u> Hourly Rate	<u>Position Counts (FTE)</u>		
		FY 2011	FY 2012	FY 2013
<u>Parking</u>				
Parking Enforcement Officer II	\$11.17 - \$16.75	1.00	1.00	1.00
Parking Enforcement Officer I (P/T)	\$9.22 - \$13.84	<u>2.25</u>	<u>2.25</u>	<u>2.40</u>
		3.25	3.25	3.40
<u>Parks</u>				
Central Services Director	\$20.67 - \$39.74	0.00	0.00	0.10
Parks Supervisor	\$16.35 - \$24.52	1.00	1.00	1.00
Grounds Maintenance Worker	\$9.22 - \$13.84	5.00	4.00	4.00
Grounds Maintenance Worker (PT/Seasonal)	\$9.22 - \$13.84	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
		6.40	5.40	5.50
<u>Public Works</u>				
Central Services Director	\$20.67 - \$39.74	0.00	0.00	0.10
Community Services Director	\$20.67 - \$39.74	1.00	0.00	0.00
Public Works Supervisor	\$16.35 - \$24.52	1.00	1.00	0.00
Mechanic	\$14.52 - \$22.29	0.30	0.30	0.30
Administrative Assistant	\$13.51 - \$20.27	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
		3.30	2.30	0.40
<u>Streets</u>				
Public Works Technician	\$12.28 - \$18.43	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>
		2.00	2.00	0.00
<u>Stormwater</u>				
Central Services Director	\$20.67 - \$39.74	0.00	0.00	0.20
Public Works Supervisor	\$16.35 - \$24.52	0.00	0.00	1.00
Public Works Technician	\$12.28 - \$18.43	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
		1.00	1.00	2.20
<u>Recreation</u>				
Central Services Director	\$20.67 - \$39.74	0.00	0.00	0.10
Recreation Supervisor	\$16.35 - \$24.52	1.00	1.00	1.00
Recreation Coordinator	\$12.28 - \$18.43	1.00	1.00	1.00
Grounds Maintenance Worker	\$9.22 - \$13.84	1.00	1.00	1.00
Building Maintenance Worker (P/T)	\$9.22 - \$13.84	0.50	0.50	0.50
Grounds Maintenance Worker (P/T)	\$9.22 - \$13.84	0.50	0.50	0.50
Recreation Leader / Aide (P/T)	\$8.39 - \$12.17	2.05	2.05	2.05
Recreation Leader / Aide (Temp/Seasonal)	\$8.39 - \$12.17	<u>1.54</u>	<u>1.54</u>	<u>1.54</u>
		7.59	7.59	7.69

CITY OF MADEIRA BEACH
PERSONNEL SUMMARY
ALL DEPARTMENTS / ALL FUNDS

<u>Department</u> / Position Title	<u>Base Salary Range</u> Hourly Rate	<u>Position Counts (FTE)</u>		
		FY 2011	FY 2012	FY 2013
<u>Sanitation</u>				
Central Services Director	\$20.67 - \$39.74	0.00	0.00	0.20
Sanitation Supervisor	\$16.35 - \$24.52	1.00	1.00	1.00
Sanitation Driver II	\$11.17 - \$16.75	3.00	4.00	3.00
Sanitation Worker I	\$9.22 - 13.84	<u>5.00</u>	<u>4.00</u>	<u>3.00</u>
		9.00	9.00	7.20
TOTAL FUNDED POSITIONS		63.04	62.04	59.19

FY 2013 Personnel Changes Impact Summary:

<u>Eliminated Positions:</u>	<u>FTE Impact</u>	<u>Net Budget Impact</u>
Public Works Technician	-2.00	\$94,800
Sanitation Driver II*	-1.00	\$16,300
Sanitation Driver I*	<u>-1.00</u>	<u>\$9,600</u>
	-4.00	-\$120,700
<i>*Replaced with staffing agency temporary workers</i>		
<u>New Positions:</u>		
Accounting Specialist (P/T)	0.50	\$15,100
Marina Attendant (P/T to F/T)	0.50	\$34,000
Parking Enforcement Officer I (P/T)	<u>0.15</u>	<u>\$3,200</u>
	1.15	\$52,300
Net Reduction FY 2013:	-2.85	-\$68,400

GLOSSARY OF TERMS

AD VALOREM TAX – A tax levied on the taxable value of real property. Property tax is an example of an ad valorem tax.

APPROPRIATION – An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose. An appropriation is usually limited in amount and as to the time when it may be expended.

BALANCED BUDGET – A budget in which the amount available from taxation and other sources, including amounts carried over from prior fiscal years, equals the total appropriations for expenditures and reserves. (Per Chapter 166.241(2), Florida Statutes).

BUDGET – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

CAPITAL ASSETS – Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

CAPITAL IMPROVEMENT PROGRAM (C.I.P.) – A comprehensive long-range schedule of approved capital improvements. The program covers a multi-year period, the first year of which is adopted in the budget.

CAPITAL EXPENDITURES – The purchase, acquisition or construction of any item having a unit cost of \$1,000 or more with a useful life of at least one year. Typical capital outlay includes acquisition of land, acquisition or construction of buildings and improvements other than buildings, and acquisition of vehicles, computers, equipment, etc.

DEPARTMENT – An organizational unit responsible for carrying out a specific governmental function.

ENTERPRISE FUND – A fund type used to account for and report those activities which are supported by user fees.

FISCAL YEAR – A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. For the City of Madeira Beach, the fiscal year is from October 1 through September 30, per Chapter 166.241(1), Florida Statutes, and Section 10.1 of the City Charter.

FRANCHISE – A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FUND – A fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. (See NCGA Statement 1).

FUND BALANCE – Difference between assets and liabilities reported in a governmental fund.

GAAP – Generally Accepted Accounting Principles – Conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

GASB – Governmental Accounting Standards Board – The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. The GASB was established in June 1984 to replace the NCGA.

GENERAL FUND – A fund used to account for and report all financial resources not required to be accounted for or reported in another fund. (See GASB Statement No. 54, paragraph 29).

GRANTS – Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity or facility.

HOMESTEAD EXEMPTION – A constitutional benefit of a \$50,000 exemption from the property's assessed value. It is granted to those applicants with legal or beneficial title in equity to real property as recorded in official records who are bona fide Florida residents living in a dwelling and making it their permanent home on January 1 of the taxable year. The first \$25,000 is entirely exempt. The second \$25,000 is to be applied to the value between \$50,000 and \$75,000, and does not include school taxes. For more information, contact the Pinellas County Property Appraiser's Office (www.pcpao.org).

IMPACT FEE – Fees charged to developers to cover, in whole or part, the anticipated cost of improvements that will be necessary as a result of development (e.g., parks, sidewalks).

INTERFUND TRANSFER – Flows of assets (such as cash or goods) between funds without equivalent flows of assets in return and without a requirement for repayment.

INTERGOVERNMENTAL REVENUES – Revenues from other governments in the form of grants, entitlement, shared revenues or payments in lieu of taxes.

LINE ITEM – A specific item or group of similar items defined in a unique account in the financial records. Revenue and expenditures are anticipated and appropriated at this level. This is the lowest level of detail at which justification is reviewed and decisions are made.

MILLAGE – The tax rate on real property based on \$1 per \$1,000 of assessed property value.

NCGA – National Council of Governmental Accounting – Immediate predecessor of the GASB as the authoritative accounting and financial reporting standard-setting body for state and local governments.

OPERATING BUDGET – Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled. The use of an annual operating budget is required by Chapter 166.241, Florida Statutes, and Section 10.2 of the City Charter.

OPERATING COSTS – Expenses for such items as expendable supplies, contractual services, and utilities.

ORDINANCE – A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution.

PROPERTY TAX – A tax levied on the taxable value of real property. This tax is also known as ad valorem tax.

RESERVE – (1) An account used to earmark a portion of fund balance to indicate that it is not available for appropriation; and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.

ROLLED-BACK RATE – The millage rate which will provide the same ad valorem tax revenue as was levied during the prior year, exclusive of new construction, additions to structures, deletions, and increases in the value of improvements that have undergone a substantial rehabilitation.

SPECIAL REVENUE FUND – A type of fund used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. (See GASB Statement No. 54, paragraph 30). The Special Projects Fund is a Special Revenue Fund.

TAXABLE VALUE – The assessed value of property minus the homestead exemption and any other exemptions which may be applicable.

TRIM – Truth in Millage.