

# **CITY OF MADEIRA BEACH**

## **Adopted Operating and Capital Budget**



## **Fiscal Year 2014**

October 1, 2013 - September 30, 2014

**THE CITY OF  
MADEIRA BEACH, FLORIDA**

**ELECTED OFFICIALS**

Travis Palladeno, Mayor

District 1 – Terry Lister, Vice Mayor

District 2 – Nancy Hodges

District 3 – Elaine Poe

District 4 – Patricia Shontz

**CITY MANAGER**

Shane B. Crawford

**CITY CLERK**

Aimee Servedio

**CITY ATTORNEY**

Thomas Trask

**CITY TREASURER - FINANCE DIRECTOR**

Vincent M. Tenaglia

**STAFF**

CENTRAL SERVICES DIRECTOR

David Marsicano

COMMUNITY DEVELOPMENT  
DIRECTOR

Lynn Rosetti

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.

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

### **City Manager's Budget Message**

August 23, 2013

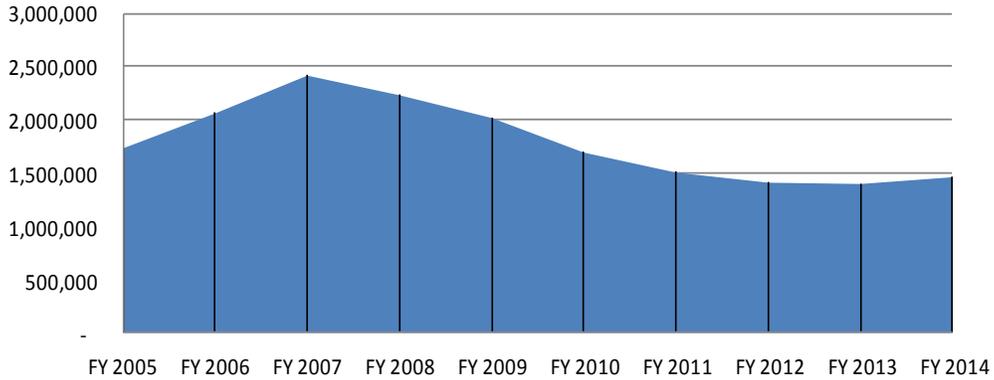
Honorable members of the City of Madeira Beach Board of Commissioners and Citizens of Madeira Beach:

It is my privilege to transmit to you the City Manager's Proposed Budget for the upcoming fiscal year of 2014 and to communicate to you the "state of the city". The City Manager's Proposed Budget maintains the current millage rate of 1.7900. Property value assessments came in at 4.64% resulting in a property tax revenue increase for the first time since FY 2007. 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.

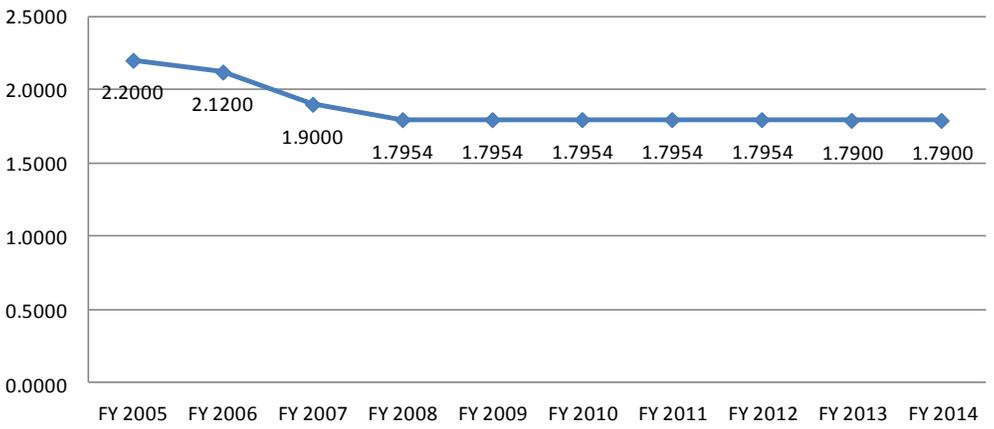
### **City of Madeira Beach Ten-Year Property Tax Value History FY 2005 - FY 2014**

<u>Year</u>	<u>Total Taxable Value</u>	<u>Percent + / -</u>
FY 2005	613,108,850	
FY 2006	1,005,179,022	63.95%
FY 2007	1,311,819,769	30.51%
FY 2008	1,291,012,843	-1.59%
FY 2009	1,151,495,611	-10.81%
FY 2010	965,078,602	-16.19%
FY 2011	864,868,511	-10.38%
FY 2012	827,583,411	-4.31%
FY 2013	822,083,226	-0.66%
FY 2014	860,264,785	4.64%

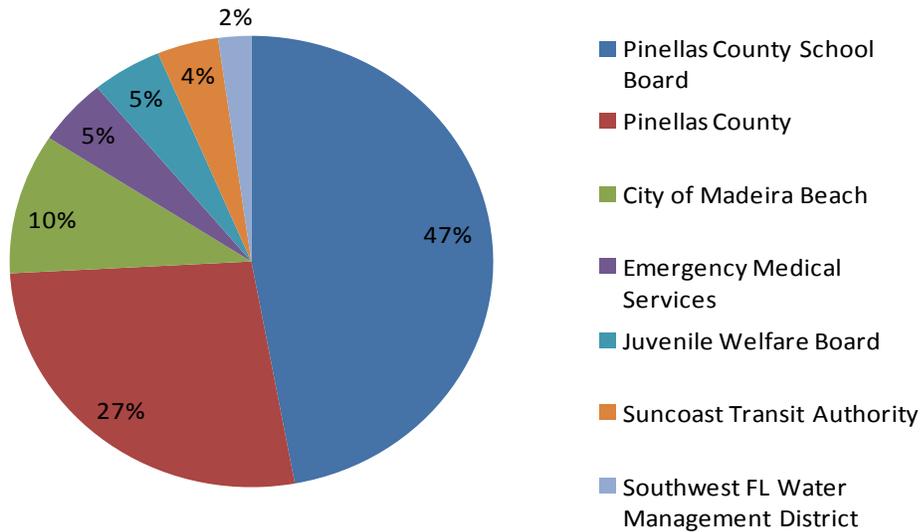
### Property Tax Revenue History



### Millage Rate History



### Total Property Tax Bill: Madeira Beach



As you are aware, the personnel organization was in a chaotic state upon my arrival in January of 2012. Hierarchy is now established, key department head and charter officer positions are now filled, and structure has been re-established for city personnel.

In order to produce a City Manager's Proposed Budget for your review in a timely fashion, staff has been working on the budget since February of this year. The timeline of our budget process this year includes the following assignments and dates:

**April through 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 cash balance projections
- 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, cash balance projections, etc.
- Finance Director prepares final budget and CIP documents
- City Manager approves final budget requests

**Thursday, June 27:** City Manager presents Proposed Budget to Board of Commissioners

**Tuesday, July 23:** Set tentative millage rate and September public hearing dates for budget adoption

**Thursday, August 8:** Budget workshop session with Board of Commission

**September 3:** First reading and public hearing to adopt budget and tax levy

**September 23:** Second and final reading to adopt budget and tax levy

The City Manager's Proposed FY 2014 Budget maintains the previous year's millage rate. As the Board of Commissioners considers the multitude of capital projects currently on the table, it needs to consider new revenue streams for the proper funding of these projects. Earlier in my tenure, I went on record citing the City's abundant cash-on-hand status. However, that cash has been "spoken for" when considering the myriad of projects that the city is considering. In last year's budget message, I stated "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." Those concerns solidified themselves in this last year and in order to fund 100% of the projects being considered, new revenue must be realized.

Several factors were of concern on the expenditure side of the budget. Personnel costs continue to be a priority, totaling over \$3M of the City's budget. I have made several changes with personnel to balance budget concerns with operational needs. The City is realizing a 10% increase in its health insurance benefit provided by the City. In the upcoming year, the Finance Director and I will evaluate our benefits including health insurance. My goal is to keep our current provider honest while possibly considering other companies and other plan designs. When considering the funding for CIP items and operations, 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. In a recent reorganization, I proposed the addition of two higher level positions: one in the Finance Department (filled) and one in the Central Services Department (scheduled to be filled by 9/30/13). The position changes experienced by the City since January 16, 2012 represent a reduction of 6.64 positions, an approximate 10% reduction while maintaining or even expanding city services wherever possible.

Several funds have been restructured to account for planned spending from reserves. The Parking Fund and John's Pass Village Fund, previously operated as enterprise funds, have been merged into the General Fund. These operations provide excess revenue that is available for spending at the City's direction. The Archibald Fund has been created to account for revenues and expenditures in accordance with U.S. Department of Interior requirements. The CIP Fund has been deleted, as capital improvements will be managed and reported in their respective funds.

I have again included funding for events as they may be proposed to the City and performed by an outside vendor, or that the City may want to host on its own.

Updates from proposed budget presented June 27, 2013:

Since proposing the FY 2014 budget, staff has been evaluating and refining capital project estimates and updating several other operating budget items. The operating changes are presented on a separate memo. Despite the various unforeseen changes, all funds are still balanced without using reserves for operating expenses.

In regards to capital improvements, the most significant change is related to the proposed bond issue for the municipal complex project. Bond yields have increased significantly since the City's financial advisor first presented a market update in March 2013. In order to maintain debt service payments at staff's recommended levels, the City will be required to use additional cash for the project. This impacts the funding status of other capital improvements.

Below is a schedule summary of major projects planned in the next five years. Other capital investments have been identified in the CIP, including parking lot expansion and a high & dry facility; however these projects are not currently scheduled. Staff will evaluate funding options as new revenue becomes available through parking fee increases, grants, and other operating fee increases.

FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Municipal complex	Stormwater drainage & roadway	Gulf Blvd. improvements	Gulf Blvd. improvements	Gulf Blvd. improvements
Stormwater drainage & roadway	Gulf Blvd. improvements	Fire engine replacement	Marina beautification	Fire engine replacement
Gulf Blvd. improvements	8 all-purpose vehicle replacements	Dump truck replacement	6 all-purpose vehicle replacements	
Marina docks	Bucket truck replacement	Packer truck replacement		
Transient docks	Packer truck replacement			
Monument signs				
Village Blvd. electrical installation				
ALS vehicle				
Pump-out boat				

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 2014 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); Archibald Fund; Sanitation Fund; Stormwater Fund; Marina 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. Archibald Fund
- 5. Sanitation Fund
- 6. Stormwater Fund
- 7. Marina 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.

8. Capital Improvement Program (CIP):

Section 8 presents the Capital Improvements Program (CIP). The CIP includes a five-year project summary and cash balance projection by fund. The CIP is comprised of one-time, nonrecurring expenditures valued at \$25,000 or more as well as vehicle replacements/acquisitions.

9. Supplemental:

This section includes reference materials such as fund totals and personnel totals. It is intended to summarize the information presented in fund and departmental pages.

### **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 140<sup>th</sup> Avenue and 155<sup>th</sup> 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 155<sup>th</sup> 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

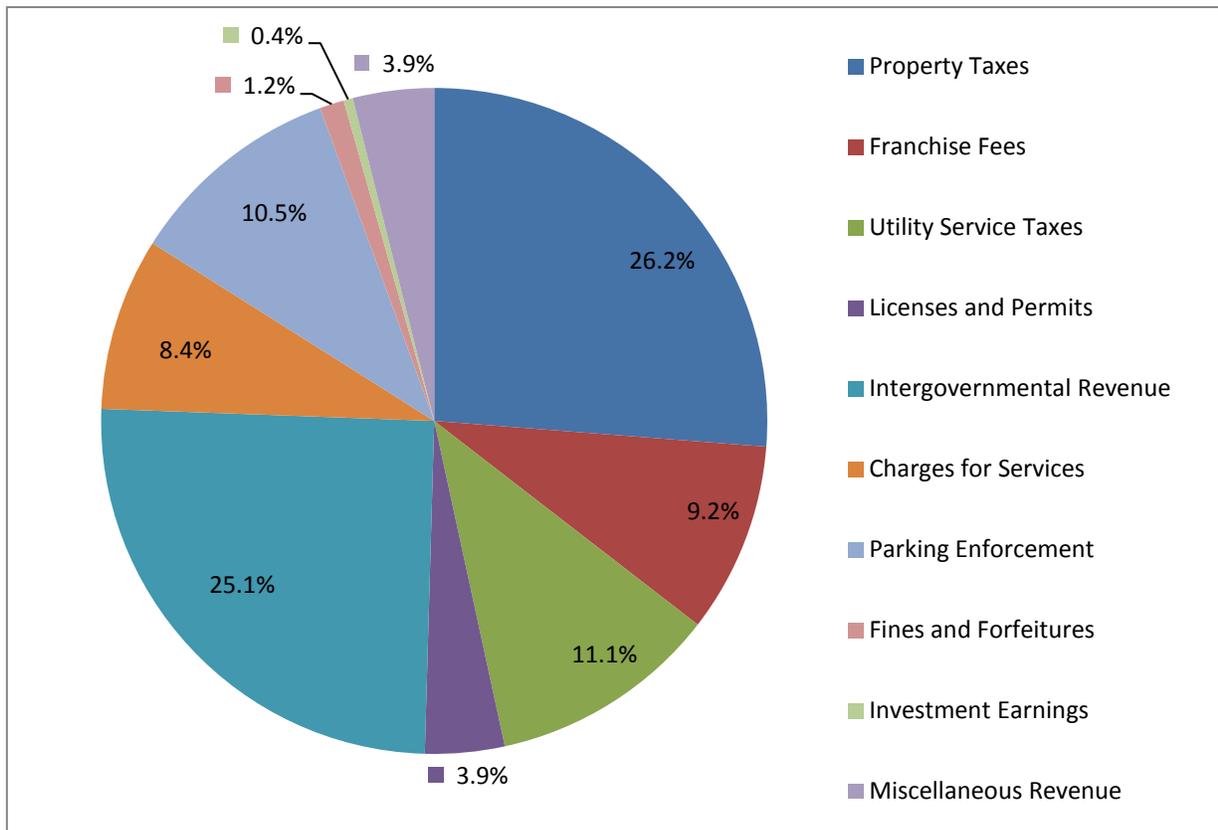
Under the provisions Article X, Section 10.4 of the City of Madeira Beach Charter, the Board of Commissioners “shall by ordinance adopt a Budget setting forth the amounts necessary to be raised for the various department of the City and fixing the amount of millage to raise such sum.” Pursuant to Article 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

## OPERATING REVENUE: FUNDING SOURCES

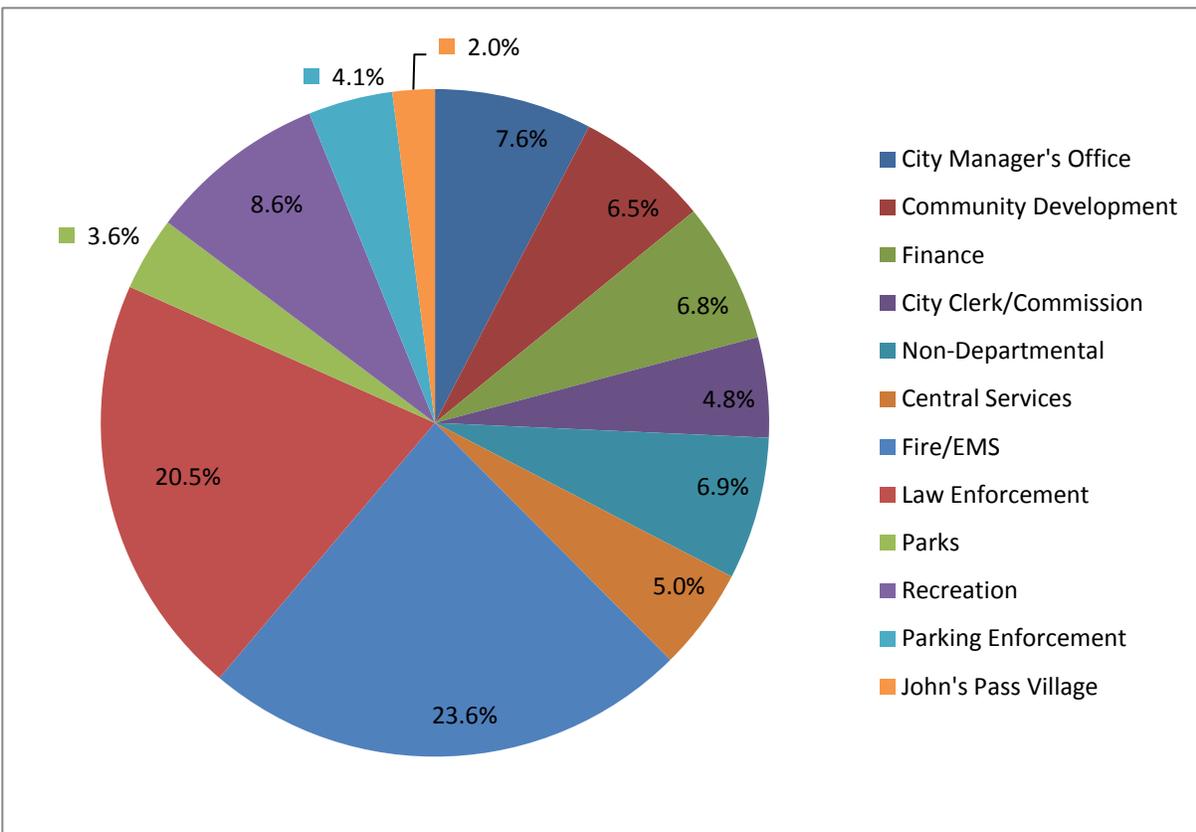
Property Taxes	26.2%	1,462,900
Franchise Fees	9.2%	515,600
Utility Service Taxes	11.1%	620,200
Licenses and Permits	3.9%	214,800
Intergovernmental Revenue	25.1%	1,401,300
Charges for Services	8.4%	467,500
Parking Enforcement	10.5%	584,000
Fines and Forfeitures	1.2%	66,000
Investment Earnings	0.4%	25,000
Miscellaneous Revenue	3.9%	219,400
<b>Total Funding Sources</b>	<b>100.00%</b>	<b>\$5,576,700</b>



# GENERAL FUND

## OPERATING EXPENDITURES: BY DEPARTMENT

City Manager's Office	7.6%	424,400
Community Development	6.5%	359,900
Finance	6.8%	377,200
City Clerk/Commission	4.8%	269,700
Non-Departmental	6.9%	384,300
Central Services	5.0%	275,700
Fire/EMS	23.6%	1,313,500
Law Enforcement	20.5%	1,142,100
Parks	3.6%	198,700
Recreation	8.6%	479,500
Parking Enforcement	4.1%	227,700
John's Pass Village	2.0%	114,000
<b>Total Appropriations</b>	<b>100.00%</b>	<b>\$5,566,700</b>



**GENERAL FUND BALANCE AND REVENUE**

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
Available funding sources:							
	Unassigned balance (net of emergency reserve)	5,763,276	5,425,200	5,500,700	5,380,800	4,307,800	-19.94%
	Proceeds from sale of sewer system					3,344,700	
	Former vehicle replacement fund balance	-	-	-	-	517,800	
	Former John's Pass Village fund balance	-	-	-	-	810,100	
	Former parking fund balance	-	-	-	-	196,700	
	<b>Beginning cash balance</b>	<b>\$ 5,763,276</b>	<b>\$ 5,425,200</b>	<b>\$ 5,500,700</b>	<b>\$ 5,380,800</b>	<b>\$ 9,177,100</b>	<b>70.55%</b>
<b>Operating Revenue</b>							
<b>Property Tax:</b>							
311.000	Ad Valorem - Current (Millage Rate: 1.7900)	1,412,914	1,439,301	1,399,200	1,399,200	1,462,900	4.55%
311.006	Ad Valorem - Delinquent	20,701	5,535	-	-	-	
311.0140	Ad Valorem - Tax Certificates	72,654	-	-	-	-	
	<b>Total Property Taxes</b>	<b>1,506,269</b>	<b>1,444,836</b>	<b>1,399,200</b>	<b>1,399,200</b>	<b>1,462,900</b>	<b>4.55%</b>
<b>Franchise Fees:</b>							
313.215	Electricity	512,342	498,580	530,200	530,200	508,600	-4.07%
313.505	Gas	7,414	7,435	6,300	6,300	7,000	11.11%
	<b>Total Franchise Fees</b>	<b>519,756</b>	<b>506,015</b>	<b>536,500</b>	<b>536,500</b>	<b>515,600</b>	<b>-3.90%</b>
<b>Utility Service Taxes:</b>							
314.1011	Electricity	564,244	534,416	591,200	591,200	489,800	-17.15%
314.3011	Water	96,803	101,976	97,900	97,900	103,000	5.21%
314.4011	Gas	6,103	1,150	5,200	5,200	4,400	-15.38%
314.8011	Propane	20,440	26,689	23,000	23,000	23,000	0.00%
	<b>Total Utility Service Taxes</b>	<b>687,590</b>	<b>664,231</b>	<b>717,300</b>	<b>717,300</b>	<b>620,200</b>	<b>-13.54%</b>
<b>Licenses and Permits:</b>							
321.010	Local Business Tax Receipts	75,886	64,494	73,300	73,300	70,500	-3.82%
321.012	Contractor Reciprocal	1,000	980	1,000	1,000	800	-20.00%
322.009	Variance Applications	2,679	3,008	-	-	2,000	
322.020	Building Permits	7,183	4,803	350,000	350,000	140,000	-60.00%
322.022	Fire Inspection Fees	330	1,180	1,000	1,000	500	-50.00%
322.023	Plan Review	1,300	4,119	-	-	1,000	
	<b>Total Licenses and Permits</b>	<b>88,378</b>	<b>78,584</b>	<b>425,300</b>	<b>425,300</b>	<b>214,800</b>	<b>-49.49%</b>
<b>Intergovernmental Revenue:</b>							
312.410	Local Option Gas Tax	56,341	57,215	56,900	56,900	57,000	0.18%
338.900	Pinellas County - EMS	357,484	340,835	324,900	324,900	363,000	11.73%
342.202	Fire Protection - Redingtons	217,140	221,265	228,300	228,300	233,500	2.28%
342.904	FDOT Maintenance Agreements	33,738	36,801	28,800	28,800	38,000	31.94%
315.2011	Communications Service Tax	250,921	255,508	252,900	252,900	252,900	0.00%
331.490	FDOT Beautification Grant		10,000	-	10,000	-	-100.00%
335.120	State Revenue Sharing	203,099	203,612	203,800	203,800	204,400	0.29%
335.150	Alcoholic Beverage Licenses	2,080	13,451	10,000	10,000	14,000	40.00%
335.180	Half Cent Sales Tax	218,928	224,574	223,000	223,000	232,600	4.30%
335.230	Firefighters Supplemental Income	2,956	2,703	3,700	3,700	4,400	18.92%
335.490	Fuel Tax Refund	1,396	1,637	1,500	1,500	1,500	0.00%
	<b>Total Intergovernmental Revenue</b>	<b>1,344,083</b>	<b>1,367,601</b>	<b>1,333,800</b>	<b>1,343,800</b>	<b>1,401,300</b>	<b>4.28%</b>

**GENERAL FUND BALANCE AND REVENUE**

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>Charges for Services:</b>							
341.901	Election Qualifying Fees	390	-	100	100	-	-100.00%
389.400	Administrative Services Allocation	244,360	244,360	247,100	247,100	247,400	0.12%
347.210	Activity Registration	29,845	37,479	35,000	35,000	40,000	14.29%
347.211	Softball Registration	37,645	51,638	50,000	50,000	40,000	-20.00%
347.220	After School Program	62,315	83,564	70,000	70,000	85,000	21.43%
347.221	Summer Program	34,507	36,357	45,000	45,000	45,000	0.00%
347.223	Special Programs	1,225	-	-	-	-	
347.290	Coca-Cola Machine	314	160	300	300	100	-66.67%
347.594	Beach Concession - Archibald Park	9,000	12,000	12,000	12,000	-	-100.00%
347.596	Snack Shack Concession - Paradise Sweets	28,349	33,900	38,400	38,400	-	-100.00%
347.597	Beach Walkover Chair Rental Agreement	-	-	-	-	10,000	
		<b>447,950</b>	<b>499,458</b>	<b>497,900</b>	<b>497,900</b>	<b>467,500</b>	<b>-6.11%</b>
<b>Parking Enforcement:</b>							
344.502	Parking Meters - John's Pass Village	-	-	-	-	140,000	
344.504	City/South Beach Parking Meters	-	-	-	-	145,000	
344.506	Non-Resident Parking Permits	-	-	-	-	9,000	
344.507	Parking Meters - Village Blvd.	-	-	-	-	290,000	
	Total Transportation	-	-	-	-	<b>584,000</b>	
<b>Fines and Forfeitures:</b>							
351.111	Fines and Forfeitures	10,709	5,920	5,000	5,000	5,000	0.00%
351.112	Parking Fines	-	-	-	-	60,000	
359.091	Code Enforcement	166,236	22,205	25,000	25,000	1,000	-96.00%
	Total Fines and Forfeitures	<b>176,945</b>	<b>28,125</b>	<b>30,000</b>	<b>30,000</b>	<b>66,000</b>	<b>120.00%</b>
<b>Investment Earnings:</b>							
361.100	Interest Earnings	(4,103)	63,790	25,000	25,000	25,000	0.00%
361.105	Interest - County Tax Collector	88	8	-	-	-	
	Total Investment Earnings	<b>(4,015)</b>	<b>63,798</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0.00%</b>
<b>Miscellaneous Revenue:</b>							
362.004	Auditorium Rental	1,114	1,271	1,200	1,200	1,000	-16.67%
362.005	Storage Rental - Beach Masonizing	336	336	400	400	300	-25.00%
362.013	Rent - Tango Bay	-	-	-	-	100,300	
362.587	Rental - Cell Tower	71,022	71,885	72,000	72,000	72,900	1.25%
364.411	Sale of Equipment	2,520	5,580	5,000	5,000	3,000	-40.00%
366.366	Donations	21,695	27,588	-	-	-	
369.002	Gasoline Sold	848	1,258	1,000	1,000	-	-100.00%
369.369	Miscellaneous	18,393	38,342	112,000	48,694	10,000	-79.46%
369.370	Copy Charges	673	216	300	300	200	-33.33%
369.374	Notary Services	410	305	300	300	200	-33.33%
369.376	Lawn Maintenance - Library	2,400	2,400	2,400	2,400	-	-100.00%
369.379	Refund Prior Year Exp.	5,089	1,719	-	-	-	
369.381	Sales Tax Collection Allowance	616	622	600	600	-	-100.00%
369.382	Indebtedness Searches	3,782	2,350	1,500	1,500	1,500	0.00%
369.385	FEMA Application Fees	500	-	500	500	-	-100.00%
369.386	Special Event Application Fees	900	1,200	900	900	1,000	11.11%
369.388	Sale of Logo Items	27	-	-	-	-	
381.405	Ship Store Payment from Marina	-	23,276	23,300	23,300	29,000	24.46%
	Total Miscellaneous Revenue	<b>130,325</b>	<b>178,348</b>	<b>221,400</b>	<b>158,094</b>	<b>219,400</b>	<b>38.78%</b>
<b>Total operating revenue</b>		<b>\$ 4,897,281</b>	<b>\$ 4,830,996</b>	<b>\$ 5,186,400</b>	<b>\$ 5,133,094</b>	<b>\$ 5,576,700</b>	<b>8.64%</b>
<b>Other Financing Sources</b>							
381.017	Transfer from John's Pass Fund	44,400	44,400	75,500	75,500	-	-100.00%
381.407	Transfer from Parking Fund	293,676	-	-	-	-	
381.888	Pinellas Co. Gulf Blvd. Funding	-	-	-	-	659,800	
381.999	Bond Proceeds, Series 2013	-	-	-	-	4,400,000	
	Total Other Financing Sources	<b>338,076</b>	<b>44,400</b>	<b>75,500</b>	<b>75,500</b>	<b>5,059,800</b>	<b>0.00%</b>
<b>Total annual funding sources</b>		<b>\$ 5,235,357</b>	<b>\$ 4,875,396</b>	<b>\$ 5,261,900</b>	<b>\$ 5,208,594</b>	<b>\$ 10,636,500</b>	<b>104.21%</b>

## GENERAL FUND BALANCE AND REVENUE

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b><u>Operating expenditures by departments</u></b>							
	City Manager	201,505	188,671	326,500	335,431	424,400	26.52%
	Community Development	117,684	166,385	286,900	331,756	359,900	8.48%
	Finance	350,712	359,639	281,900	291,957	377,200	29.20%
	City Clerk / Commission	337,516	370,614	386,100	437,186	269,700	-38.31%
	Non-Departmental	252,923	290,205	266,300	250,744	384,300	53.26%
	Central Services	312,200	196,611	308,900	343,763	275,700	-19.80%
	Streets	239,990	226,104	0	0	0	
	Fire / EMS	1,336,459	1,226,682	1,217,400	1,229,197	1,313,500	6.86%
	Law Enforcement	931,242	990,528	1,040,100	1,118,700	1,142,100	2.09%
	Parks	475,638	433,617	407,200	452,637	198,700	-56.10%
	Recreation	375,527	382,665	459,400	440,123	479,500	8.95%
	Parking Enforcement	0	0	0	0	227,700	
	John's Pass Village	0	0	0	0	114,000	
<b>Total operating expenditures</b>		<b>\$ 4,931,396</b>	<b>\$ 4,831,721</b>	<b>\$ 4,980,700</b>	<b>\$ 5,231,500</b>	<b>\$ 5,566,700</b>	<b>6.41%</b>
<b><u>Non-operating CIP-related expenditures</u></b>							
	Capital projects and vehicle replacements	-	-	95,000	1,050,047	11,419,800	
	Debt Service, Series 2013	-	-	-	-	150,000	
	Cost of Issuance, Series 2013	-	-	-	-	400,000	
<b>Total non-operating expenditures</b>				<b>\$ 95,000</b>	<b>\$ 1,050,047</b>	<b>\$ 11,969,800</b>	<b>1039.93%</b>
<b>Available cash balance</b>		<b>\$ 6,067,237</b>	<b>\$ 5,468,875</b>	<b>\$ 5,686,900</b>	<b>\$ 4,307,847</b>	<b>\$ 2,277,100</b>	<b>-47.14%</b>
	<i>Operating fund balance (revenues less expenditures)</i>	<i>\$ (34,115)</i>	<i>\$ (725)</i>	<i>\$ 205,700</i>	<i>\$ (98,406)</i>	<i>\$ 10,000</i>	
	<i>Available balance / operating budget ratio</i>	<i>123.0%</i>	<i>113.2%</i>	<i>114.2%</i>	<i>82.3%</i>	<i>40.9%</i>	

# CITY MANAGER'S OFFICE

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	184,705	146,560	256,500	269,447	284,800
OPERATING	16,800	42,111	70,000	65,984	139,600
CAPITAL	-	-	-	-	-
OTHER	-	-	-	-	-
<b>TOTAL</b>	<b>\$201,505</b>	<b>\$188,671</b>	<b>\$326,500</b>	<b>\$335,431</b>	<b>\$424,400</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$201,505	\$188,671	\$326,500	\$335,431	\$424,400

## MISSION

By the Charter of the City of Madeira Beach, the City Manager is 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.

## SERVICES

**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 City departments to carry out day to day functions, 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 MANAGER'S OFFICE

**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 MANAGEMENT.** Responsible for managing the City's building activity to ensure compliance with the Madeira Beach Code of Ordinances and Florida Building Code.

## CITY MANAGER'S OFFICE (001.1000)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>						
1200 Salaries & Wages	145,476	111,502	186,800	195,591	222,900	13.96%
1400 Overtime	1,135	259	2,500	2,500	2,500	0.00%
2100 Social Security	11,126	8,862	14,300	14,500	13,000	-10.34%
2203 ICMA 401(a) Plan	11,994	10,225	20,300	20,700	19,100	-7.73%
2300 Group Insurance	14,449	8,421	32,200	32,200	26,800	-16.77%
2400 Worker's Compensation	525	269	400	381	500	31.23%
2500 Unemployment Compensation	-	7,022	-	3,575	-	-100.00%
Subtotal Personnel	184,705	146,560	256,500	269,447	284,800	5.70%
<b>OPERATING:</b>						
3100 Professional Services	900	25,509	5,000	5,000	15,000	200.00%
3101 City Attorney - Retainer	-	-	-	-	50,400	
3102 City Attorney - Non-Retainer	-	-	-	-	30,000	
3103 Other Legal Expenses	-	-	-	-	5,000	
3105 Legal - Labor Attorney	-	-	10,000	5,000	3,000	-40.00%
3135 Pre Employment Services	-	-	1,000	1,000	-	-100.00%
3136 Criminal Records Check	-	-	800	800	-	-100.00%
3400 Other Contractual Services	-	1,088	25,000	19,000	7,500	-60.53%
4000 Travel and Training	1,049	1,455	5,000	5,000	5,000	0.00%
4001 Auto Allowance	2,101	4,154	6,000	6,000	6,000	0.00%
4110 Cellular Telephone	195	-	-	-	-	
4200 Postage	3,641	1,329	3,500	4,289	3,500	-18.40%
4700 Print & Reproduction	6,557	5,125	8,700	10,895	8,700	-20.15%
4800 Promotions & Pub Relations	460	1,286	500	500	500	0.00%
4900 Other Current Charges	-	-	500	500	1,000	100.00%
5100 Office Supplies	354	1,788	1,000	5,000	1,000	-80.00%
5420 Dues & Subscriptions	1,543	377	3,000	3,000	3,000	0.00%
Subtotal Operating	16,800	42,111	70,000	65,984	139,600	111.57%
<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>\$201,505</b>	<b>\$188,671</b>	<b>\$326,500</b>	<b>335,431</b>	<b>\$424,400</b>	<b>26.52%</b>

## CITY MANAGER'S OFFICE (001.1000)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>		
1200 Salaries & Wages	222,900	Wages for the City Manager and Assistant to the City Manager, including 3% increase for city manager and 3.5% increase for assistant. Also includes estimated funding for City Manager's annual vacation hour payout.
1400 Overtime	2,500	Overtime expenses as necessary for the Assistant to the City Manager
2100 Social Security	13,000	FICA contributions at 7.65% of salary
2203 ICMA 401(a) Plan	19,100	City's contribution to City Manager's retirement at 12% of salary, per contract, and staff retirement at 9% of salary
2300 Group Insurance	26,800	Medical, dental, life and long-term disability coverage, including estimated 10% health insurance premium increase
2400 Worker's Compensation	500	Worker's compensation insurance costs for two employees
Subtotal Personnel	284,800	
<b>OPERATING:</b>		
3100 Professional Services	15,000	Pay plan review to be provided by consultant. Previously included Financial Advisor fees, which have been moved to the Finance Department for FY 2014.
3101 City Attorney - Retainer	50,400	City attorney legal services, previously budgeted in the City Clerk/Commission Department
3102 City Attorney - Non-Retainer	30,000	Additional City Attorney legal expenses, previously budgeted in the City Clerk/Commission Department. Budget increase is based on FY 2013 experience.
3103 Other Legal Expenses	5,000	Miscellaneous legal fees not covered by the City Attorney
3105 Legal - Labor Attorney	3,000	Labor attorney's legal expenses for union negotiations. Budget decrease based on anticipated reduced workload.
3135 Pre Employment Services	-	Previously included fees for drug screens and physicals for new hires citywide. This has been moved to the Finance Department for FY 2014.
3136 Criminal Records Check	-	Previously included background screening for new hires citywide. This has been moved to the Finance Department for FY 2014 and consolidated into account 3135.
3400 Other Contractual Services	7,500	Grant writing contractual services provided by Pinellas Planning Council. Previously included human resources consulting fees (City of Treasure Island) and payroll software fees (Paychex), which have been moved to the Finance Department, and Madeira Beach TV expenses, which have been moved to the City Clerk/Commission Department.
4000 Travel and Training	5,000	Costs for City Manager to attend one national and one in-state conference, capped at \$3,000 per year, according to contract. Additional funds are included for the Assistant to the City Manager and any other 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 newsletter and other general correspondence

**CITY MANAGER'S OFFICE (001.1000)**

<b>CODE ACCOUNT TITLE</b>	<b>FY 2014 ADOPTED</b>	<b>DESCRIPTION</b>
4700 Print & Reproduction	8,700	Preparation costs for the City's quarterly newsletter and other miscellaneous printing
4800 Promotions & Pub Relations	500	Costs for hosting various professional meetings and events
4900 Other Current Charges	1,000	Reserved for office supplies and miscellaneous expenses for City Hall front-desk volunteer staff
5100 Office Supplies	1,000	Minor recurring office supply purchases
5420 Dues & Subscriptions	3,000	Professional membership fees for the City Manager, including ICMA, per contract
Subtotal Operating	<u>139,600</u>	
<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>\$424,400</b>	

# CITY MANAGER'S OFFICE

## POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
City Manager	1	1	1	1
Administrative Assistant	1	0	2	1
Total Funded Positions	2	1	3	2

## FY 2014 POSITION CHANGES SUMMARY

One Administrative Assistant position has been transferred to work with the Central Services Director, and is now allocated across the same departments and funds as the Central Services Director. The remaining assistant serves as the Assistant to the City Manager.

# COMMUNITY DEVELOPMENT

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	77,557	131,536	204,800	204,739	203,700
OPERATING	40,127	34,849	82,100	127,017	156,200
<b>TOTAL</b>	<b>\$117,684</b>	<b>\$166,385</b>	<b>\$286,900</b>	<b>\$331,756</b>	<b>\$359,900</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$117,684	\$166,385	\$286,900	\$331,756	\$359,900

## MISSION

The Community Development Department provides the City with professional urban planning services, building management, code compliance, and flood plain management. The mission is to maintain the City's unique beach community character while working toward a vision of improved land and water uses. The planning process is intended to improve the health, safety and welfare of the City.

The Community Development Director reports to the City Manager and serves as the staff liaison to the Planning Commission and Special Magistrate for code enforcement cases and variances.

# COMMUNITY DEVELOPMENT

## SERVICES

**PLANNING.** Includes both current and long range planning for the City, as well as Community Rating System (CRS) management.

*Current Planning* includes the review of development plans. The Community Development Director reviews site plans from concept through final site plan. The Community Development Director 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.

*Community Rating System (CRS) Management* is part of the National Flood Insurance Program. The objective is to prevent and reduce flood losses through effective planning.

## COMMUNITY DEVELOPMENT (001.1050)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>							
1200	Salaries & Wages	62,250	105,942	158,800	158,800	150,200	-5.42%
1400	Overtime	170	879	500	500	500	0.00%
2100	Social Security	4,596	7,714	12,200	12,200	11,600	-4.92%
2203	ICMA 401(a) Plan	2,749	1,854	7,800	7,800	14,000	79.49%
2300	Group Insurance	7,333	13,755	24,200	24,200	26,800	10.74%
2400	Worker's Compensation	459	1,392	1,300	1,239	600	-51.57%
2500	Unemployment Compensation	-	-	-	-	-	
	<b>Subtotal Personnel</b>	<b>77,557</b>	<b>131,536</b>	<b>204,800</b>	<b>204,739</b>	<b>203,700</b>	<b>-0.51%</b>
<b>OPERATING:</b>							
3100	Professional Services	17,636	17,419	55,000	85,000	32,000	-62.35%
3125	Special Magistrate	13,594	1,978	10,000	25,000	20,000	-20.00%
3400	Contractual Services	3,640	3,519	1,000	1,000	81,000	8000.00%
4000	Travel and Training	625	755	3,800	3,800	4,400	15.79%
4100	Telephone	-	289		-	-	
4110	Cellular Telephone	557	480	1,000	1,000	200	-80.00%
4200	Postage	1,849	2,584	2,500	2,500	2,500	0.00%
4500	General Insurance	437	-	500	417	400	-4.08%
4600	Maint Auto Equipment	81	471	500	500	1,000	100.00%
4680	Maint Tires	-	363	400	400	200	-50.00%
4700	Print & Reproduction	1,129	2,387	2,000	2,000	2,000	0.00%
4930	Bank Service Fees	-	-	-	-	2,400	
5100	Office Supplies	242	3,618	2,000	2,000	2,700	35.00%
5200	Uniforms	-	126	300	300	400	33.33%
5210	Departmental Supplies	-	253		-	-	
5220	Gasoline & Oil	147	582	1,000	1,000	3,000	200.00%
5420	Dues & Subscriptions	190	25	2,100	2,100	4,000	90.48%
	<b>Subtotal Operating</b>	<b>40,127</b>	<b>34,849</b>	<b>82,100</b>	<b>127,017</b>	<b>156,200</b>	<b>22.98%</b>
	<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$117,684</b>	<b>\$166,385</b>	<b>\$286,900</b>	<b>\$331,756</b>	<b>\$359,900</b>	<b>8.48%</b>

## COMMUNITY DEVELOPMENT (001.1050)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>		
1200 Salaries & Wages	150,200	Salary for the Community Development Director and staff wages including 3.5% increases
1400 Overtime	500	Overtime expenses for Permit Technician and Administrative Assistant as needed
2100 Social Security	11,600	FICA contributions at 7.65% of salary
2203 ICMA 401(a) Plan	14,000	City's contribution to staff retirement at 9% of salary
2300 Group Insurance	26,800	Medical, dental, life and long-term disability coverage, including estimated 10% health insurance premium increase
2400 Worker's Compensation	600	Worker's compensation insurance costs for three employees
Subtotal Personnel	203,700	
<b>OPERATING:</b>		
3100 Professional Services	32,000	Engineering services: site plan reviews (\$20,000); Planning services: expert assistance when warranted (\$12,000)
3125 Special Magistrate	20,000	Fee estimate based on average costs of \$1,500/case and workload over past year
3400 Other Contractual Services	81,000	Contractual building official services (\$80,000); Pinellas Planning Council mapping services as needed (\$1,000)
4000 Travel and Training	4,400	Community Development Director CEUs (AICP, flood plain management); Permit Technician FEMA training; Administrative Assistant Business Tax training
4110 Cellular Telephone	200	Cell phone service contract with Verizon Wireless
4200 Postage	2,500	Postage for the department's correspondence
4500 General Insurance	400	Auto liability and physical damage policy for Community Development vehicle
4600 Maint Auto Equipment	1,000	Auto equipment maintenance for Community Development vehicle
4680 Maint Tires	200	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.
4930 Bank Service Fees	2,400	Interchange fees for processing credit card payments
5100 Office Supplies	2,700	Recurring office supply purchases
5200 Uniforms	400	Uniform purchases for staff
5220 Gasoline & Oil	3,000	Estimated fuel expenses for Community Development vehicle
5420 Dues & Subscriptions	4,000	American Planning Association (APA) dues; American Institute of Certified Planners (AICP) dues; Planners Advisory Service (PAS) fees; Florida Business Tax Officials (FABTO) dues; flood plain manager exam
Subtotal Operating	156,200	
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$359,900</b>	

# COMMUNITY DEVELOPMENT

## POSITION COUNTS (FTE)

	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>
Community Development Director	1	0	1	1
Community Development Manager	0	1	0	0
Code Enforcement Officer	0	1	1	0
Permit Technician	0	0	0	1
Administrative Assistant	1	1	1	1
Total Funded Positions	2	3	3	3

# FINANCE

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	281,551	264,094	202,400	196,790	281,600
OPERATING	68,006	95,545	79,500	95,167	95,600
CAPITAL	1,155	-	-	-	-
<b>TOTAL</b>	<b>\$350,712</b>	<b>\$359,639</b>	<b>\$281,900</b>	<b>\$291,957</b>	<b>\$377,200</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$350,712	\$359,639	\$281,900	\$291,957	\$377,200

## 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 staff manage the City's day-to-day financial activities and coordinate procurement activities on behalf of the City Manager.

## SERVICES

**BUDGET AND MANAGEMENT.** Responsible for the coordination and development of the annual budget, Capital Improvement Program (CIP) and long-term cash balance projections.

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

**BUDGETING COMPLIANCE.** Revenue, expenditure and encumbrance monitoring as well as compliance for supplemental appropriations and transfers.

**HUMAN RESOURCES.** Personnel budgeting, benefit/insurance program administration, pre-employment services, risk management and payroll management.

**CASH RECEIPTS PROCESSING.** Processing receipts as well as accounting and reconciling cash from various activities (i.e. marina store, parking pay stations).

**PURCHASING/CASH DISBURSEMENTS.** Invoice review and coding, authorization for payment, reconciliation of vendor accounts, preparation of payments and reconciliation of bank accounts.

## FINANCE (001.1100)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>						
1200 Salaries & Wages	223,099	212,273	156,000	151,509	212,300	40.12%
1400 Overtime	894	8,340	-	-	-	
2100 Social Security	16,677	12,112	11,900	10,800	16,400	51.85%
2201 Retirement - FRS	2,189		-	-	-	
2203 ICMA 401(a) Plan	12,152	7,321	9,900	9,900	16,500	66.67%
2300 Group Insurance	25,753	23,519	24,200	24,200	35,700	47.52%
2400 Worker's Compensation	787	529	400	381	700	83.64%
Subtotal Personnel	281,551	264,094	202,400	196,790	281,600	43.10%
<b>OPERATING:</b>						
3100 Professional Services	-	7,800	20,000	27,250	20,000	-26.61%
3121 Computer Software Support	16,139	17,020	20,200	20,200	17,000	-15.84%
3135 Pre-Employment Services	997	1,450	-	-	2,300	
3136 Criminal Records Check	1,677	787	-	-		
3200 Accounting and Auditing	22,500	31,800	32,000	32,000	34,000	6.25%
3400 Other Contractual Services	9,060	24,565	-	8,417	10,000	18.81%
4000 Travel and Training	2,052	764	1,500	1,500	3,000	100.00%
4200 Postage	1,722	2,010	2,000	2,000	2,000	0.00%
4500 General Insurance	904	968	1,200	1,200	1,200	0.00%
4640 Maint- Other Equipment	349	-	300	300	500	66.67%
4700 Print & Reproduction	1,825	3,020	1,200	1,200	3,500	191.67%
4800 Promotional Activities	2,639	119	-	-	-	
4900 Other Current Charges	405	966	-	-	-	
5100 Office Supplies	6,792	3,264	1,000	1,000	2,000	100.00%
5200 Uniforms	60	193	-	-	-	
5420 Dues & Subscriptions	885	819	100	100	100	0.00%
Subtotal Operating	68,006	95,545	79,500	95,167	95,600	0.45%
<b>CAPITAL:</b>						
6400 Capital Equipment	1,155	-	-			
Subtotal Capital Outlay	1,155	-	-	-	-	
<b>TOTAL FINANCE</b>	<b>\$350,712</b>	<b>\$359,639</b>	<b>\$281,900</b>	<b>\$291,957</b>	<b>\$377,200</b>	<b>29.20%</b>

## FINANCE (001.1100)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>		
1200 Salaries & Wages	212,300	Salary for the Finance Director and staff wages including 3.5% increases
1400 Overtime	-	
2100 Social Security	16,400	FICA contributions at 7.65% of salary
2201 Retirement - FRS	-	
2203 ICMA 401(a) Plan	16,500	City's contribution to staff retirement at 9% of salary
		Medical, dental, life and long-term disability coverage, including estimated
2300 Group Insurance	35,700	10% health insurance premium increase
2400 Worker's Compensation	700	Worker's compensation insurance costs for four employees
Subtotal Personnel	281,600	
<b>OPERATING:</b>		
3100 Professional Services	20,000	Financial Advisor retainer agreement (\$5,000); year-end accounting support (\$15,000)
3121 Computer Software Support	17,000	Munis financial software system support contract
		Background checks, physicals and drug screens for new hires citywide,
3135 Pre-Employment Services	2,300	previously budgeted in the City Manager's office
3136 Criminal Records Check	-	
		Annual independent audit of the City's financial statements as required by
		State Statutes and City Charter. The previous contract (\$27,000) has
		expired and will be re-bid in the fourth quarter of FY 2013. Also includes
		funds (\$7,000) for OPEB actuarial valuation, which is required every three
3200 Accounting and Auditing	34,000	years.
		Paychex payroll processing software contract (\$6,000); City of Treasure
3400 Other Contractual Services	10,000	Island Human Resources support contract (\$4,000)
		Required training for the Finance Director, including annual investment
4000 Travel and Training	3,000	courses, and other local training/events as necessary
4200 Postage	2,000	Postage for all correspondence including invoices and payments
4500 General Insurance	1,200	Finance Director bonding per City Charter requirements
4640 Maint- Other Equipment	500	Service calls and maintenance for various Finance Department equipment
		Printing costs for purchase orders (approx. \$1,000), checks (approx. \$1,000),
		and the annual CAFR and budget documents
4700 Print & Reproduction	3,500	
4800 Promotional Activities	-	
4900 Other Current Charges	-	
5100 Office Supplies	2,000	Miscellaneous office supplies as needed
5200 Uniforms	-	
		Finance Director's Florida Government Finance Officers Association
5420 Dues & Subscriptions	100	(FGFOA) dues and other relevant professional memberships
Subtotal Operating	95,600	
<b>CAPITAL:</b>		
6400 Capital Equipment	-	
Subtotal Capital Outlay	-	
<b>TOTAL FINANCE</b>	<b>\$377,200</b>	

# FINANCE

## POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Finance Director	1	1	1	1
Human Resources Manager	1	0	0	0
Accountant	0	0	0	1
Accounting Specialist	1	1	1	1
Accounting Specialist (Part-time)	0	0	0.5	0
Administrative Assistant	1	1.8	1	1
Total Funded Positions	4	3.8	3.5	4

## FY 2014 POSITION CHANGES SUMMARY

In June 2013, the part-time Accounting Specialist was replaced with a full-time Accountant position, as approved by the City Commission.

# CITY CLERK/COMMISSION

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<b>EXPENDITURES:</b>					
PERSONNEL	109,814	102,172	115,900	127,886	120,100
OPERATING	170,542	197,945	198,000	237,100	77,900
CAPITAL	-	1,485	-	-	-
DONATIONS	57,160	60,572	72,200	72,200	71,700
OTHER	-	8,440	-	-	-
<b>TOTAL</b>	<b>\$337,516</b>	<b>\$370,614</b>	<b>\$386,100</b>	<b>\$437,186</b>	<b>\$269,700</b>
<b>FUNDING SOURCE:</b>					
GENERAL FUND	\$337,516	\$370,614	\$386,100	\$437,186	\$269,700

## 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.

## SERVICES

**LEGISLATION.** The City Clerk's 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.

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

## CITY CLERK/COMMISSION

***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 CLERK/COMMISSION (001.1300)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>						
1100 Salaries - Commission	26,400	27,200	26,400	26,400	26,400	0.00%
1200 Salaries & Wages	65,026	58,787	63,300	75,300	70,000	-7.04%
1400 Overtime	-	-	3,000	3,000	-	-100.00%
2100 Social Security	6,970	6,596	6,800	6,800	7,200	5.88%
2201 Retirement - FRS	4,284	-	-	-	4,700	
2203 ICMA 401(a) Plan	1,933	2,329	8,000	8,000	2,400	-70.00%
2300 Group Insurance	4,808	6,982	8,100	8,100	9,100	12.35%
2400 Worker's Compensation	393	278	300	286	300	4.90%
Subtotal Personnel	109,814	102,172	115,900	127,886	120,100	-6.09%
<b>OPERATING:</b>						
3100 Professional Services	4,788	14,200	10,000	20,000	34,200	71.00%
3101 City Attorney - Retainer	53,200	50,400	50,400	50,400	-	-100.00%
3102 City Attorney - Non-Retainer	30,888	16,244	15,000	27,000	-	-100.00%
3103 Other Legal Expenses	10,208	1,332	5,000	-	-	
3105 Legal - Labor Attorney	486	4,434	-	-	-	
3137 Legal Recording	460	31	1,500	1,500	1,500	0.00%
3400 Other Contractual Services	1,303	4,310	10,800	33,800	1,200	-96.45%
4000 Travel and Training	51	367	1,000	1,000	1,000	0.00%
4010 Travel - Comm Dist #1	1,346	1,331	1,000	1,000	1,000	0.00%
4020 Travel - Comm Dist #2	30	305	1,000	1,000	1,000	0.00%
4030 Travel - Comm Dist #3	-	-	1,000	1,000	1,000	0.00%
4040 Travel - Comm Dist #4	951	982	1,000	1,000	1,000	0.00%
4050 Travel - Mayor	316	25	1,000	1,000	1,000	0.00%
4110 Cellular Telephone	260	445	400	400	200	-50.00%
4200 Postage	261	174	500	500	500	0.00%
4640 Maint Other Equipment	524	1,349	2,000	2,000	2,000	0.00%
4700 Print & Reproduction	1,031	1,070	1,200	3,700	600	-83.78%
4800 Promotions & Pub Relations	9,947	40,622	71,000	71,000	3,000	-95.77%
4801 Christmas Decorations	20,114	20,931	-	-	-	
4802 Board Appreciation Dinner	1,125	-	1,200	1,200	1,200	0.00%
4803 Boat Parade	2,835	4,263	5,000	5,000	-	-100.00%
4804 Fireworks	10,000	15,000	-	-	-	
4811 Veteran's Day Boat Parade	500	500	500	500	-	-100.00%
4900 Other Current Charges	7,441	9,996	6,000	6,000	-	-100.00%
4901 Legal Advertisements	-	-	-	-	10,000	
4910 Election Expenses	4,925	3,807	6,000	2,600	12,000	361.54%
5100 Office Supplies	4,160	3,141	2,000	2,000	2,000	0.00%
5200 Uniforms	407	30	500	500	500	0.00%
5210 Departmental Supplies	29	113	-	-	-	
5420 Dues & Subscriptions	2,956	2,543	3,000	3,000	3,000	0.00%
Subtotal Operating	170,542	197,945	198,000	237,100	77,900	-67.14%

## CITY CLERK/COMMISSION (001.1300)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>CAPITAL:</b>						
6400 Capital Equipment	-	1,485	-	-	-	
Subtotal Capital Outlay	-	1,485	-	-	-	
<b>DONATIONS:</b>						
8201 Seniors Club	1,500	1,700	1,700	1,700	1,700	0.00%
8221 S.P.C.A.	-		500	500	-	-100.00%
8222 Neighborly Care Network	5,500		5,500	5,500	-	-100.00%
8340 Gulf Beaches Library	50,160	58,872	64,500	64,500	70,000	8.53%
Subtotal Donations	57,160	60,572	72,200	72,200	71,700	-0.69%
<b>OTHER:</b>						
9900 Contingency	-	8,440	-	-	-	
Subtotal Other	-	8,440	-	-	-	
<b>TOTAL CLERK/COMMISSION</b>	<b>\$337,516</b>	<b>\$370,614</b>	<b>\$386,100</b>	<b>\$437,186</b>	<b>\$269,700</b>	<b>-38.31%</b>

## CITY CLERK/COMMISSION (001.1300)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>		
1100 Salaries - Commission	26,400	Wages for Mayor and Commissioners
		Wages for City Clerk, including 3% increase, and limited-term part-time
1200 Salaries & Wages	70,000	assistant
1400 Overtime	-	
2100 Social Security	7,200	FICA contributions at 7.65% of salary
2201 Retirement - FRS	4,700	City's contribution to City Clerk retirement at 6.95% of salary
2203 ICMA 401(a) Plan	2,400	City's contribution to City Commission retirement at 9% of salary
		Medical, dental, life and long-term disability coverage, including estimated
2300 Group Insurance	9,100	10% health insurance premium increase
2400 Worker's Compensation	300	Worker's compensation insurance costs for the City Clerk and BOC
Subtotal Personnel	120,100	
<b>OPERATING:</b>		
		Records retention services (\$30,400); Municode online ordinance program
3100 Professional Services	34,200	(\$3,500); photography services (\$300)
3101 City Attorney - Retainer	-	This has been moved to the City Manager's Office for FY 2014
3102 City Attorney - Non-Retainer	-	This has been moved to the City Manager's Office for FY 2014
3103 Other Legal Expenses	-	This has been moved to the City Manager's Office for FY 2014
3105 Legal - Labor Attorney	-	
3137 Legal Recording	1,500	Legal recording of liens and release of liens
3400 Other Contractual Services	1,200	Offsite records storage facility monthly fees
		Travel and training for City Clerk to attend the Florida Association of City
4000 Travel and Training	1,000	Clerks conference and related professional training
4010 Travel - Commission Dist #1	1,000	Available budget for City Commissioner, District 1
4020 Travel - Commission Dist #2	1,000	Available budget for City Commissioner, District 2
4030 Travel - Commission Dist #3	1,000	Available budget for City Commissioner, District 3
4040 Travel - Commission Dist #4	1,000	Available budget for City Commissioner, District 4
4050 Travel - Mayor	1,000	Available budget for Mayor
4110 Cellular Telephone	200	Cell phone service contract with Verizon Wireless
4200 Postage	500	Postage for miscellaneous correspondence
		Repair and maintenance of digital equipment, microphones, speakers, etc.
4640 Maint Other Equipment	2,000	in Commission Chambers
4700 Print & Reproduction	600	Business cards and invitations
		Hosting professional association lunches and meetings (i.e. Suncoast
		League of Cities, BIG-C). Previously included budget for various community
		events and activities (i.e. July 4th celebration), which have been moved to
4800 Promotions & Pub Relations	3,000	Non-Departmental for FY 2014.

## CITY CLERK/COMMISSION (001.1300)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
4801 Christmas Decorations	-	
4802 Board Appreciation	1,200	Gift cards for City Hall volunteers and volunteer board members
4803 Boat Parade	-	This has been moved to the marina fund for FY 2014
4804 Fireworks	-	
4811 Veteran's Day Boat Parade	-	
4900 Other Current Charges	-	
4901 Legal Advertisements	10,000	Legal advertising expenses for various departments
		Anticipated election expenses based on Pinellas County Supervisor of
4910 Election Expenses	12,000	Elections cost estimate
5100 Office Supplies	2,000	Recurring office supply purchases
5200 Uniforms	500	City shirts for Mayor and Commissioners
5210 Departmental Supplies	-	
		City Commission memberships for various professional associations,
		including Florida League of Cities, Suncoast League of Cities, BIG-C,
5420 Dues & Subscriptions	3,000	Florida Shore and Beach Preservation Association, etc.
Subtotal Operating	77,900	
<b>CAPITAL:</b>		
6400 Capital Equipment	-	
Subtotal Capital Outlay	-	
<b>DONATIONS:</b>		
8201 Seniors Club	1,700	Annual Madeira Beach Seniors Club donation
8221 S.P.C.A.	-	
8222 Neighborly Care Network	-	
8340 Gulf Beaches Library	70,000	Per library FY 2014 budget approved May 20, 2013
Subtotal Donations	71,700	
<b>OTHER:</b>		
9900 Contingency	-	
Subtotal Other	-	
<b>TOTAL CLERK/COMMISSION</b>	<b>\$269,700</b>	

# CITY CLERK/COMMISSION

## POSITION COUNTS (FTE)

	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>
City Clerk	1	1	1	1
Administrative Assistant	0	0.2	0	0
Mayor	1	1	1	1
Commissioners	4	4	4	4
Total Funded Positions	6	6.2	6	6

## NON-DEPARTMENTAL

### SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
OPERATING	252,923	264,353	266,300	250,744	384,300
CAPITAL	-	25,852	-	866,178	11,409,800
DEBT SERVICE					150,000
OTHER	-	-	-	-	400,000
<b>TOTAL</b>	<b>\$252,923</b>	<b>\$290,205</b>	<b>\$266,300</b>	<b>\$1,116,922</b>	<b>\$12,344,100</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$252,923	\$290,205	\$266,300	\$1,116,922	\$12,344,100

### MISSION

The non-departmental program includes all costs and activities not allocated to one specific department. Expenditures are managed by the City Manager and Finance Director, including: capital projects and any related debt expense; general operating supplies; utilities and communication systems.

## NON-DEPARTMENTAL (001.1400)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>OPERATING:</b>							
3122	Computer Hardware Support	15,404	22,344	17,000	17,000	25,000	47.06%
3123	Website Services	-	-	-	-	15,000	
3400	Other Contractual Services	15,438	25,781	18,000	21,500	8,000	-62.79%
4100	Telephone	24,337	24,640	28,000	28,000	10,000	-64.29%
4110	Cellular Telephone	-	-	-	-	100	
4300	Utilities	1,863	2,375	3,000	3,000	3,000	0.00%
4331	Electric - Building	26,700	26,109	27,000	27,000	28,000	3.70%
4340	Waste Disposal	2,520	2,520	2,500	2,500	2,600	4.00%
4400	Rentals and Leases	9,306	8,269	10,000	10,000	12,000	20.00%
4500	General Insurance	117,609	125,038	138,200	115,644	128,200	10.86%
4600	Maint Auto Equipment	165	100	-	-	-	
4610	Maintenance - Building	18,387	13,220	12,000	15,500	18,000	16.13%
4640	Maint Other Equipment	180	587	400	400	500	25.00%
4700	Print & Reproduction	2,747	1,335	1,000	1,000	1,500	50.00%
4800	Promotions & Pub Relations	-	-	-	-	70,200	
4801	Christmas Decorations	-	-	-	-	25,000	
4804	Fireworks	-	-	-	-	26,000	
4940	Other Current Charges	-	2,268	-	-	-	
5100	Office Supplies	2,491	4,770	4,000	4,000	6,000	50.00%
5210	Departmental Supplies	15,601	4,743	5,000	5,000	5,000	0.00%
5220	Gasoline & Oil	-	79	-	-	-	
5420	Dues & Subscriptions	175	175	200	200	200	0.00%
	Subtotal Operating	252,923	264,353	266,300	250,744	384,300	53.26%

## NON-DEPARTMENTAL (001.1400)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>CAPITAL:</b>							
6318	Municipal Complex Reconstruction	-	-	-	866,178	9,900,000	
6319	Marina Dock Construction	-	-	-	-	350,000	
6322	Transient Dock Construction	-	-	-	-	300,000	
6323	Gulf Blvd. Improvements	-	-	-	-	659,800	
6400	Capital Equipment	-	25,852	-	-	-	
6404	Pump-out Boat Acquisition	-	-	-	-	75,000	
6405	Monument Signs	-	-	-	-	125,000	
	Subtotal Capital	-	25,852	-	866,178	11,409,800	1217.26%
<b>DEBT SERVICE:</b>							
7100	Debt Service - Principal	-	-	-	-	-	
7200	Debt Service - Interest	-	-	-	-	150,000	
	Subtotal Debt Service	-	-	-	-	150,000	
<b>OTHER:</b>							
9911	Transfer to CIP Fund	-	-	-	-	-	
9999	Cost of Issuance	-	-	-	-	400,000	
	Subtotal Other	-	-	-	-	400,000	
	<b>TOTAL NON-DEPARTMENTAL</b>	<b>\$252,923</b>	<b>\$290,205</b>	<b>\$266,300</b>	<b>\$1,116,922</b>	<b>\$12,344,100</b>	<b>1005.19%</b>

## NON-DEPARTMENTAL (001.1400)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>OPERATING:</b>			
3122	Computer Hardware Support	25,000	IT support services; to be re-bid in Summer FY 2013. Budget reflects anticipated cost increase.
3123	Website Services	15,000	Website development and maintenance; to be bid in Summer FY 2013
3400	Other Contractual Services	8,000	City Hall cleaning services, based on bid approved by BOC in third quarter FY 2013 (\$7,100); annual time clock maintenance (\$200); pest control service (\$700)
4100	Telephone	10,000	City hall communications services including internet service and phone system. Budget reduction based on changing vendors in FY 2013 and associated cost decrease.
4110	Cellular Telephone	100	Cell phone service contract with Verizon Wireless (emergency phones)
4300	Utilities	3,000	Pinellas County water and reclaimed water services at City Hall/Fire Station complex
4331	Electric - Building	28,000	Electrical service costs for City Hall/Fire Station complex. Budget reflects 5% Duke Energy rate increase as of January 2013.
4340	Waste Disposal	2,600	Sanitation Fund billing to General Fund for waste disposal services
4400	Rentals and Leases	12,000	Leasing fees for two copiers and postage machine
4500	General Insurance	128,200	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	18,000	Annual air conditioning contract plus minor repairs as needed
4640	Maint Other Equipment	500	Miscellaneous equipment maintenance including fax machines, time card machine, etc.
4700	Print & Reproduction	1,500	General citywide printed supplies including letterhead and envelopes
4800	Promotions & Pub Relations	70,200	Special event and promotions budget for various community activities (i.e. July 4th celebration), previously budgeted in the City Clerk/Commission Department
4801	Christmas Decorations	25,000	Annual citywide Christmas ornaments and displays, previously budgeted in the Central Services Department
4804	Fireworks	26,000	Fireworks and barge rental for City's July 4th event, previously budgeted in the Central Services Department
4940	Other Current Charges	-	
5100	Office Supplies	6,000	Recurring supplies such as mail machine supplies, copy paper, etc.
5210	Departmental Supplies	5,000	Bottled drinking water for city staff and city hall visitors, consumable paper supplies and cleaning products
5220	Gasoline & Oil	-	
5420	Dues & Subscriptions	200	Website renewal and Sam's Club membership fee
	Subtotal Operating	384,300	

**NON-DEPARTMENTAL (001.1400)**

<b>CODE</b>	<b>ACCOUNT TITLE</b>	<b>FY 2014 ADOPTED</b>	<b>DESCRIPTION</b>
<b>CAPITAL:</b>			
6318	Municipal Complex Reconstruction	9,900,000	City Hall, Fire Station and Recreation Center construction and baseball field/parks improvements
6319	Marina Dock Construction	350,000	Required funding per grant agreement to reconstruct marina docks
6320	Transient Dock Construction	300,000	To be located in John's Pass Village
6321	Gulf Blvd. Improvements	659,800	Annual estimate tied to Pinellas County's reimbursement funding schedule
6400	Capital Equipment	-	
6404	Pump-out Boat Acquisition	75,000	Boat to be provided for the health and safety of the boating community in Madeira Beach
6405	Monument Signs	125,000	Gateway/LED signs welcoming guests to Madeira Beach
	Subtotal Capital Outlay	<u>11,409,800</u>	
<b>DEBT SERVICE:</b>			
7100	Debt Service - Principal	-	
7200	Debt Service - Interest	150,000	Estimated debt service expense related to Series 2013 revenue bond
	Subtotal Debt Service	<u>150,000</u>	
<b>OTHER:</b>			
9911	Transfer to CIP Fund	-	
9999	Cost of Issuance	400,000	Incurred expenses due upon closing, including bond counsel fees, city attorney fees, financial advisor fees, bond insurance, bond validation costs, etc.
	Subtotal Other	<u>400,000</u>	
	<b>TOTAL NON-DEPARTMENTAL</b>	<b>12,344,100</b>	

# CENTRAL SERVICES

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	238,739	105,002	34,700	37,008	43,600
OPERATING	71,377	83,374	274,200	306,755	232,100
CAPITAL	2,084	8,235	-	15,473	-
OTHER	-	-	15,000	-	-
<b>TOTAL</b>	<b>\$312,200</b>	<b>\$196,611</b>	<b>\$323,900</b>	<b>\$359,236</b>	<b>\$275,700</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$312,200	\$196,611	\$323,900	\$359,236	\$275,700

## MISSION

The Central Services Department, previously referred to as Public Works, includes administrative support for the development, operation, maintenance and engineering of streets, beaches, parks, drainage systems and refuse disposal. Field personnel in various departments managed by Central Services administrative staff are responsible for the construction, maintenance and repair of streets, sidewalks, docks and signs. Central Service activities are intended to ensure the health, safety and welfare of the community.

## SERVICES

**ADMINISTRATION.** Provides the overall planning, organizing, and coordinating functions for the Department. Staff provides project management services with the City's engineering and architectural consultants and prepare specifications, contracts and bid documents as necessary.

**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.

## CENTRAL SERVICES (001.3000)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>						
1200 Salaries & Wages	185,157	78,343	30,800	32,155	35,800	11.34%
1400 Overtime	6,366	2,072	-	-	-	
2100 Social Security	14,051	6,131	2,400	2,400	2,900	20.83%
2203 ICMA 401(a) Plan	4,024	5,010	700	700	1,200	71.43%
2300 Group Insurance	21,469	10,575	800	800	1,900	137.50%
2400 Worker's Compensation	7,672	2,871	-	953	1,800	88.88%
Subtotal Personnel	238,739	105,002	34,700	37,008	43,600	17.81%
<b>OPERATING:</b>						
3400 Other Contractual Services	241	132	-	-	-	
4000 Travel and Training	1,285	-	-	-	1,500	
4100 Telephone	2,591	3,076	-	-	-	
4110 Cellular Telephone	941	380	-	-	-	
4200 Postage	70	39	100	100	-	-100.00%
4331 Electric - Building	5,720	5,278	6,300	6,300	-	-100.00%
4336 Electric - Street Lights	-	7,387	91,000	91,000	93,000	2.20%
4337 Electric - Traffic Signals	-	435	4,600	4,600	4,600	0.00%
4340 Waste Disposal	-	-	3,300	3,300	-	-100.00%
4400 Rentals and Leases	1,530	2,168	2,800	7,200	10,000	38.89%
4500 General Insurance	27,921	30,754	45,400	39,028	42,600	9.15%
4600 Maint Auto Equipment	692	446	3,000	2,527	3,000	18.72%
4610 Maintenance - Building	4,292	2,517	3,000	28,000	-	-100.00%
4640 Maint Other Equipment	9,156	2,949	4,000	9,000	4,000	-55.56%
4650 Maintenance Streets	-	-	3,000	3,000	12,000	300.00%
4670 Maint Signs & Signals	-	240	35,000	40,000	40,000	0.00%
4680 Maintenance Tires	792	-	1,600	1,600	1,600	0.00%

## CENTRAL SERVICES (001.3000)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
4801 Christmas Decorations	-	-	25,000	25,000	-	-100.00%
4804 Fireworks	-	-	26,000	26,000	-	-100.00%
4920 Licenses & Permits	25	25	300	300	-	-100.00%
5100 Office Supplies	1,613	1,351	500	500	-	-100.00%
5200 Uniforms	107	159	700	700	-	-100.00%
5210 Departmental Supplies	9,809	25,528	4,000	4,000	4,000	0.00%
5217 Flag Supplies	-	-	1,000	1,000	2,500	150.00%
5220 Gasoline & Oil	3,212	-	12,500	12,500	12,500	0.00%
5230 Tools	628	435	800	800	800	0.00%
5420 Dues & Subscriptions	752	75	300	300	-	-100.00%
Subtotal Operating	71,377	83,374	274,200	306,755	232,100	-24.34%
<b>CAPITAL:</b>						
6300 Capital Improvements						
6400 Capital Equipment	2,084	8,235	-	15,473	-	-100.00%
Subtotal Capital Outlay	2,084	8,235	-	15,473	-	-100.00%
<b>OTHER:</b>						
9911 Transfer to CIP Fund		-	15,000	-		
Subtotal Other	-	-	15,000	-	-	
<b>TOTAL PUBLIC WORKS</b>	<b>\$312,200</b>	<b>\$196,611</b>	<b>\$323,900</b>	<b>\$359,236</b>	<b>\$275,700</b>	<b>-23.25%</b>

## CENTRAL SERVICES (001.3000)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>		
1200 Salaries & Wages	35,800	Wages to support allocation of Central Services Director and Administrative Assistant positions (10% each) as well as part-time mechanic
2100 Social Security	2,900	FICA contributions at 7.65% of salary
2203 ICMA 401(a) Plan	1,200	City's contribution to full-time staff retirement at 9% of salary
2300 Group Insurance	1,900	Medical, dental, life and long-term disability coverage, including estimated 10% health insurance premium increase
2400 Worker's Compensation	1,800	Allocation of worker's compensation insurance costs for three employees
Subtotal Personnel	<u>43,600</u>	
<b>OPERATING:</b>		
3400 Other Contractual Services	-	American Public Works Association (APWA) Conference for Central Services Director
4000 Travel and Training	1,500	
4100 Telephone	-	
4110 Cellular Telephone	-	
4200 Postage	-	
4331 Electric - Building	-	
4336 Electric - Street Lights	93,000	Electrical service for City street lights. Budget reflects 5% Duke Energy rate increase as of January 2013.
4337 Electric - Traffic Signals	4,600	Electrical service for City traffic signs and signals. Budget reflects 5% Duke Energy rate increase as of January 2013.
4340 Waste Disposal	-	
4400 Rentals and Leases	10,000	Rental of emergency equipment (\$1,200) and public works storage facility (\$8,800) approved by BOC in August 2013
4500 General Insurance	42,600	Insurance premiums based on quoted increase estimates. Includes property and environmental liability coverage. Also includes auto liability and physical damage coverage for Central Services vehicles.
4600 Maint Auto Equipment	3,000	Auto maintenance on Central Services vehicles
4610 Maintenance - Building	-	
4640 Maint Other Equipment	4,000	Maintenance of tractors and small equipment
4650 Maintenance Streets	12,000	Patching of roadways and repair of sidewalks. Budget increase based on FY 2013 experience.
4670 Maint Signs & Signals	40,000	Interlocal agreement for traffic signal maintenance with Pinellas County and other street/informational signs as needed. Budget increase based on FY 2013 experience.

## CENTRAL SERVICES (001.3000)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
4680 Maintenance Tires	1,600	Tire changes and service for Central Services vehicles and equipment
4801 Christmas Decorations	-	This has been moved to Non-Departmental for FY 2014
4804 Fireworks	-	This has been moved to Non-Departmental for FY 2014
4920 Licenses & Permits	-	
5100 Office Supplies	-	
5200 Uniforms	-	
5210 Departmental Supplies	4,000	Small parts or operating equipment as needed by the Mechanic
		Supplies for flag displays, special event banners, city signs, etc. Budget
5217 Flag Supplies	2,500	increase based on FY 2013 experience.
5220 Gasoline & Oil	12,500	Fuel expenditures for Central Services vehicles
5230 Tools	800	Hand tools as needed by the Mechanic
5420 Dues & Subscriptions	-	
Subtotal Operating	232,100	
<b>CAPITAL:</b>		
6300 Capital Improvements	-	
6400 Capital Equipment	-	
Subtotal Capital Outlay	-	
<b>OTHER:</b>		
9911 Transfer to CIP Fund	-	
Subtotal Other	-	
<b>TOTAL CENTRAL SERVICES</b>	<b>\$275,700</b>	

# CENTRAL SERVICES

## POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Central Services Director	0	0	0.1	0.1
Community Services Director	1	0	0	0
Mechanic	0.3	0.3	0.3	0.3
Public Works Supervisor	1	1	0	0
Administrative Assistant	1	1	0	0.1
Total Funded Positions	3.3	2.3	0.4	0.5

## FY 2014 POSITION CHANGES SUMMARY

The Administrative Assistant to the Central Services Director is now allocated across the same departments and funds as the Central Services Director. This position has been transferred from the City Manager's Office.

# STREETS

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	99,181	73,794	-	-	-
OPERATING	140,809	149,171	-	-	-
CAPITAL	-	3,139	-	-	-
<b>TOTAL</b>	<b>\$239,990</b>	<b>\$226,104</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$239,990	\$226,104	\$0	\$0	\$0

## MISSION

In FY 2013, the Streets Division was merged into Central Services, managed by the Central Services Director.

## STREETS (001.3100)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>						
1200 Salaries & Wages	64,869	51,246	-	-	-	
1400 Overtime	5,224	-	-	-	-	
2100 Social Security	5,369	4,180	-	-	-	
2203 ICMA 401(a) Plan	5,613	4,580	-	-	-	
2300 Group Insurance	14,368	10,515	-	-	-	
2400 Worker's Compensation	3,738	3,273	-	-	-	
Subtotal Personnel	99,181	73,794	-	-	-	
<b>OPERATING:</b>						
4110 Cellular Telephone	635	380	-	-	-	
4336 Electric - Street Lights	76,618	81,628	-	-	-	
4337 Electric - Traffic Signals	4,233	4,050	-	-	-	
4340 Waste Disposal	3,215	3,215	-	-	-	
4400 Rentals and Leases	-	10	-	-	-	
4500 General Insurance	1,698	1,787	-	-	-	
4600 Maint-Auto Equipment	1,860	1,902	-	-	-	
4640 Maint- Other Equipment	1,658	2,092	-	-	-	
4650 Maintenance Streets	9,627	9,581	-	-	-	
4670 Maint Signs & Signals	32,627	33,230	-	-	-	
4680 Maintenance Tires	591	1,636	-	-	-	
4920 Licenses & Permits	88	-	-	-	-	
5200 Uniforms	514	352	-	-	-	
5210 Departmental Supplies	636	599	-	-	-	
5217 Flag Supplies	314	1,088	-	-	-	
5220 Gasoline & Oil	6,205	7,372	-	-	-	
5230 Tools	265	249	-	-	-	
5420 Dues & Subscriptions	25	-	-	-	-	
Subtotal Operating	140,809	149,171	-	-	-	
<b>CAPITAL:</b>						
6300 Capital Improvements	-	3,139	-	-	-	
Subtotal Capital Outlay	-	3,139	-	-	-	
<b>TOTAL STREETS</b>	<b>\$239,990</b>	<b>\$226,104</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

# STREETS

## POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Public Works Technician	2	2	0	0
Total Funded Positions	2	2	0	0

# FIRE / EMERGENCY MEDICAL SERVICES

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<b>EXPENDITURES:</b>					
PERSONNEL	1,215,614	1,090,788	1,094,800	1,115,016	1,154,200
OPERATING	114,207	122,297	122,600	114,181	137,300
CAPITAL	6,638	13,597	-	96,762	22,000
OTHER	-	-	80,000	-	-
<b>TOTAL</b>	<b>\$1,336,459</b>	<b>\$1,226,682</b>	<b>\$1,297,400</b>	<b>\$1,325,959</b>	<b>\$1,313,500</b>
<b>FUNDING SOURCE:</b>					
GENERAL FUND	\$1,336,459	\$1,226,682	\$1,297,400	\$1,325,959	\$1,313,500

## 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.

## **FIRE / EMERGENCY MEDICAL SERVICES**

### **SERVICES**

**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.** 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.

**FIRE PREVENTION/SUPPRESSION.** In FY 2012, the Fire/EMS Department responded to a total of 1,850 calls. Of these calls, 548 were related to structure/vehicle fires or other non-medical emergencies. A total of 107 inspections were completed.

**EMERGENCY MEDICAL SERVICE.** In FY 2012, The Fire/EMS Department answered 1,302 emergency medical calls.

## FIRE/EMS (001.4000)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>						
1200 Salaries & Wages	636,387	650,509	687,700	705,006	703,000	-0.28%
1400 Overtime	255,728	176,592	120,000	120,000	120,000	0.00%
2100 Social Security	66,973	60,015	52,300	52,500	53,800	2.48%
2201 FRS - Regular Class	3,835	2,152	3,500	3,700	-	-100.00%
2202 FRS - Special Risk	145,080	90,137	90,500	90,500	113,100	24.97%
2203 ICMA 401(a) Plan	585	5,013	1,900	1,900	1,200	-36.84%
2300 Group Insurance	85,197	86,378	110,400	110,400	121,500	10.05%
2400 Worker's Compensation	17,640	17,517	28,500	27,160	41,600	53.17%
2500 Unemployment Compensation	4,189	2,475	-	3,850	-	-100.00%
Subtotal Personnel	1,215,614	1,090,788	1,094,800	1,115,016	1,154,200	3.51%
<b>OPERATING:</b>						
3100 Professional Services	2,420	1,188	-	-	-	-
3135 Employee Physicals	5,346	6,800	6,000	6,000	9,000	50.00%
3200 Accounting and Auditing	-	-	-	-	2,500	-
3400 Other Contractual Services	900	4,942	5,800	5,800	8,300	43.10%
4000 Travel and Training	5,413	6,099	6,000	6,000	6,000	0.00%
4100 Telephone	3,714	3,562	4,000	4,000	4,000	0.00%
4110 Cellular Telephone	914	635	400	400	300	-25.00%
4200 Postage	142	205	300	300	300	0.00%
4500 General Insurance	16,664	17,672	20,500	17,081	17,600	3.04%
4515 AD&D Insurance	515	564	600	600	800	33.33%
4600 Maint Auto Equipment	25,362	23,963	18,000	18,000	18,000	0.00%
4610 Maint - Building	3,321	5,585	4,000	4,000	4,000	0.00%
4640 Maint Other Equipment	4,640	4,637	4,000	4,000	4,000	0.00%

## FIRE/EMS (001.4000)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
4680 Maintenance Tires	4,749	544	2,200	2,200	2,200	0.00%
4691 Maint Radio Equip.	3,819	4,842	4,000	4,000	13,500	237.50%
4700 Print & Reproduction	-	227	300	300	300	0.00%
4800 Promotions & Public Relations	1,620	2,207	1,800	1,800	1,800	0.00%
4920 Licenses & Permits	875	40	500	500	1,500	200.00%
5100 Office Supplies	2,037	1,774	2,000	2,000	2,000	0.00%
5200 Uniforms	12,941	11,408	11,000	11,000	11,000	0.00%
5210 Departmental Supplies	5,320	6,260	9,000	4,000	7,500	87.50%
5220 Gasoline & Oil	9,101	14,014	16,000	16,000	16,500	3.13%
5230 Tools	790	2,709	4,000	4,000	4,000	0.00%
5250 Other Medical Supplies	121	436	200	200	200	0.00%
5420 Dues & Subscriptions	3,483	1,984	2,000	2,000	2,000	0.00%
Subtotal Operating	114,207	122,297	122,600	114,181	137,300	20.25%
<b>CAPITAL:</b>						
6400 Capital Equipment	6,638	13,597	-	96,762	22,000	-77.26%
Subtotal Capital Outlay	6,638	13,597	-	96,762	22,000	-77.26%
<b>OTHER:</b>						
9911 Transfer to CIP Fund	-	-	80,000	-	-	
Subtotal Other	-	-	80,000	-	-	
<b>TOTAL FIRE/EMS</b>	<b>\$1,336,459</b>	<b>\$1,226,682</b>	<b>\$1,297,400</b>	<b>\$1,325,959</b>	<b>\$1,313,500</b>	<b>-0.94%</b>

## FIRE/EMS (001.4000)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>			
1200	Salaries & Wages	703,000	Wages for the Fire/EMS Department, including 3% increases per IAFF contract
1400	Overtime	120,000	Estimated overtime expenditures required to maintain appropriate staffing levels
2100	Social Security	53,800	FICA contributions at 7.65% of salary
2201	FRS - Regular Class	-	
2202	FRS - Special Risk	113,100	FRS retirement contributions for the Fire Chief and Firefighters at 19.06% of salary
2203	ICMA 401(a) Plan	1,200	City's contribution to Administrative Assistant retirement at 9% of salary, beginning after reaching one year of employment
2300	Group Insurance	121,500	Medical, dental, life and long-term disability coverage, including estimated 10% health insurance premium increase
2400	Worker's Compensation	41,600	Worker's compensation insurance costs for Fire/EMS Department staff
	Subtotal Personnel	<u>1,154,200</u>	
<b>OPERATING:</b>			
3100	Professional Services	-	
3135	Employee Physicals	9,000	Annual physical exams for Fire Chief and Firefighters
3200	Accounting and Auditing	2,500	EMS Audit as required by Pinellas County. Budget based on FY 2013 costs
3400	Other Contractual Services	8,300	Cleaning and janitorial services (\$7,200); fire software maintenance (approx. \$600); taxi service for paramedics returning from hospital (\$500)
4000	Travel and Training	6,000	Training required to maintain medical certifications
4100	Telephone	4,000	Fire Department's telephone and wireless internet service
4110	Cellular Telephone	300	Cell phone service contract with Verizon Wireless
4200	Postage	300	Postage for miscellaneous correspondence
4500	General Insurance	17,600	Auto liability and physical damage insurance for Fire/EMS Department apparatus and vehicles, based on quoted increase estimate
4515	AD&D Insurance	800	Accidental death insurance coverage for Firefighters, based on quoted increase estimate
4600	Maint Auto Equipment	18,000	Preventive maintenance and repairs on Fire/EMS Department apparatus and vehicles.
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)

## FIRE/EMS (001.4000)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
4680	Maintenance Tires	2,200	Repair and replacement of Fire/EMS Department apparatus and vehicle tires as necessary
4691	Maint Radio Equip.	13,500	Annual maintenance contract (estimated \$3,500); planned repairs to radio/headset equipment (\$10,000)
4700	Print & Reproduction	300	Printing training manuals, emergency plan, annual service report
4800	Promotions & Public Relations	1,800	Public education materials and teaching supplies
4920	Licenses & Permits	1,500	Federal and state licensing requirements and re-certifications
5100	Office Supplies	2,000	Miscellaneous recurring office supplies
5200	Uniforms	11,000	Uniforms, shoes, bunker gear, helmets, boots, safety equipment and rain gear
5210	Departmental Supplies	7,500	Daily supplies as necessary to operate the Fire Station on a 24-hour basis. Budget decrease based on janitorial service contract approved by BOC in third quarter FY 2013.
5220	Gasoline & Oil	16,500	Fuel used in the operation of Fire/EMS Department apparatus and vehicles
5230	Tools	4,000	Acquisition or replacement of firefighting tools as needed
5250	Other Medical Supplies	200	Batteries for AEDs and medical equipment
5420	Dues & Subscriptions	2,000	Memberships to various organizations including Fire Chief's Associations, National Fire Protection Association, Pinellas Advanced Life Support
	Subtotal Operating	<u>137,300</u>	
	<b>CAPITAL:</b>		
6400	Capital Equipment	22,000	Mobile data terminal replacements (\$15,000); computer replacements (\$2,000); 3" and 5" fire hose replacements (\$5,000)
	Subtotal Capital Outlay	<u>22,000</u>	
	<b>OTHER:</b>		
9911	Transfer to CIP Fund	<u>-</u>	
	Subtotal Other	<u>-</u>	
	<b>TOTAL FIRE/EMS</b>	<b>\$1,313,500</b>	

# FIRE/EMS

## POSITION COUNTS (FTE)

	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>
Fire Chief	1	1	1	1
Fire Lieutenant	3	3	3	3
Firefighter	7	9	9	9
Administrative Assistant	1	1	1	1
Code Enforcement Inspector	1	0	0	0
Total Funded Positions	13	14	14	14

# LAW ENFORCEMENT

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
OPERATING	931,242	990,528	1,038,600	1,117,200	1,142,100
CAPITAL	-	-	1,500	1,500	-
<b>TOTAL</b>	<b>\$931,242</b>	<b>\$990,528</b>	<b>\$1,040,100</b>	<b>\$1,118,700</b>	<b>\$1,142,100</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$931,242	\$990,528	\$1,040,100	\$1,118,700	\$1,142,100

## MISSION

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

## SERVICES

**COMMUNITY POLICING.** The City has two community policing deputies permanently assigned to Madeira Beach to address neighborhood crime issues and code enforcement.

## LAW ENFORCEMENT (001.4010)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>OPERATING:</b>						
3131 Law Enforcement Services	930,552	990,028	1,037,600	1,116,200	1,141,100	2.23%
3410 County Services	690	500	1,000	1,000	1,000	0.00%
Subtotal Operating	931,242	990,528	1,038,600	1,117,200	1,142,100	2.23%
<b>CAPITAL:</b>						
6400 Capital Equipment	-	-	1,500	1,500		0.00%
Subtotal Capital Outlay	-	-	1,500	1,500	-	0.00%
<b>TOTAL LAW ENFORCEMENT</b>	<b>\$931,242</b>	<b>\$990,528</b>	<b>\$1,040,100</b>	<b>\$1,118,700</b>	<b>\$1,142,100</b>	<b>2.09%</b>

**LAW ENFORCEMENT (001.4010)**

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>OPERATING:</b>			
			FY 2014 Pinellas County Sheriff's Office contract, including two Community
3131	Law Enforcement Services	1,141,100	Policing Deputies
3410	County Services	1,000	County's ordinance enforcement fee; \$10 per violation
	Subtotal Operating	<u>1,142,100</u>	
<b>CAPITAL:</b>			
6400	Capital Equipment	<u>-</u>	
	Subtotal Capital Outlay	<u>-</u>	
<b>TOTAL LAW ENFORCEMENT</b>		<b>\$1,142,100</b>	

# PARKS

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	236,248	221,391	255,200	215,495	-
OPERATING	159,756	180,263	152,000	230,742	192,700
CAPITAL	79,634	31,963	-	78,034	6,000
OTHER	-	-	-	-	-
<b>TOTAL</b>	<b>\$475,638</b>	<b>\$433,617</b>	<b>\$407,200</b>	<b>\$524,271</b>	<b>\$198,700</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$475,638	\$433,617	\$407,200	\$524,271	\$198,700

## MISSION

The Parks Department is responsible for the maintenance and repair of parks and public beach lands, including the setting and maintenance 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.

## SERVICES

**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.

## PARKS (001.4900)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>						
1200 Salaries & Wages	161,925	154,405	170,400	138,982	-	-100.00%
1400 Overtime	6,661	9,347	7,000	7,000	-	-100.00%
2100 Social Security	12,525	12,148	13,000	12,000	-	-100.00%
2201 Retirement - FRS	7,307	4,058	6,400	6,400	-	-100.00%
2203 ICMA 401(a) Plan	7,186	5,059	11,900	10,900	-	-100.00%
2300 Group Insurance	35,923	32,734	40,400	34,400	-	-100.00%
2400 Worker's Compensation	4,721	3,640	6,100	5,813	-	-100.00%
2500 Unemployment Compensation	-	-	-	-	-	-
Subtotal Personnel	236,248	221,391	255,200	215,495	-	-100.00%
<b>OPERATING:</b>						
3100 Professional Services	-	5,075	-	-	-	-
3400 Contractual Services	-	-	-	29,715	66,500	123.79%
3405 Temporary Contractual Service	-	-	-	27,000	-	-100.00%
3414 Contract. Services - Causeway	6,570	6,588	6,900	6,900	6,400	-7.25%
3415 Contract. Services - South Beach	7,907	11,906	12,100	12,100	6,400	-47.11%
4000 Travel and Training	329	596	800	800	800	0.00%
4110 Cellular Telephone	1,302	950	1,100	1,100	1,100	0.00%
4311 Water Service - Medians	2,627	5,069	3,200	3,200	5,200	62.50%
4312 Water Service - Parks	6,497	9,201	8,000	8,000	6,500	-18.75%
4314 Water Service - Buildings	2,531	4,312	3,000	3,000	1,500	-50.00%
4332 Electric - Sprinklers	3,716	2,941	3,800	3,800	3,800	0.00%
4339 Electric - Park Restrooms	1,697	1,496	1,800	1,800	1,000	-44.44%
4340 Waste Disposal	47,880	43,638	43,600	43,600	43,600	0.00%
4500 General Insurance	9,442	9,932	11,500	9,927	10,800	8.79%

## PARKS (001.4900)

CODE ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
4600 Maint Auto Equipment	4,368	481	1,500	1,500	1,500	0.00%
4612 Maintenance Bldg - Archibald Park	1,945	27,541	5,000	25,000	-	-100.00%
4613 Maintenance Bldg - South Beach	20,801	1,203	1,000	1,000	1,000	0.00%
4620 Maintenance - Grounds/Parks	5,519	16,390	10,000	20,000	7,000	-65.00%
4622 Maintenance Grounds - Causeway	3,571	451	4,000	4,000	4,000	0.00%
4630 Maintenance Grounds - South Beach	2,421	1,820	4,000	4,000	4,000	0.00%
4640 Maintenance - Other Equipment	5,581	4,574	6,000	6,000	6,000	0.00%
4660 Maintenance - Seawalls	15,306	10,956	12,000	5,600	3,000	-46.43%
4680 Maintenance - Tires	339	1,825	600	600	2,000	233.33%
5100 Office Supplies	116	34	100	100	-	-100.00%
5200 Uniforms	1,114	2,350	1,200	1,200	600	-50.00%
5210 Departmental Supplies	2,175	1,660	1,800	1,800	1,000	-44.44%
5220 Gasoline & Oil	4,878	6,636	7,000	7,000	7,000	0.00%
5230 Tools	726	2,080	1,500	1,500	1,500	0.00%
5420 Dues & Subscriptions	398	558	500	500	500	0.00%
Subtotal Operating	159,756	180,263	152,000	230,742	192,700	-16.49%
<b>CAPITAL:</b>						
6300 Capital Improvements	79,634	-	-	6,400	-	-100.00%
6400 Capital Equipment	-	-	-	-	6,000	
6911 9/11 Memorial	-	31,963	-	71,634	-	-100.00%
Subtotal Capital Outlay	79,634	31,963	-	78,034	6,000	-92.31%
<b>TOTAL PARKS</b>	<b>\$475,638</b>	<b>\$433,617</b>	<b>\$407,200</b>	<b>\$524,271</b>	<b>\$198,700</b>	<b>-62.10%</b>

## PARKS (001.4900)

CODE ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>OPERATING:</b>		
3400 Contractual Services	66,500	Contractual service vendor to provide City's primary landscaping care (\$59,000); palm tree and debris maintenance (\$7,500)
3405 Temporary Contractual Service	-	
3414 Contract. Services - Causeway	6,400	Cleaning and janitorial services. Budget reduction based on contract approved by BOC in third quarter FY 2013.
3415 Contract. Services - South Beach	6,400	Cleaning and janitorial services. Budget reduction based on contract approved by BOC in third quarter FY 2013.
4000 Travel and Training	800	Florida Nursery Growers & Landscape Conference
4110 Cellular Telephone	1,100	Cell phone service contract with Verizon Wireless
4311 Water Service - Medians	5,200	Water service on the City's landscaped medians. Budget increase based on FY 2012 expenditures.
4312 Water Service - Parks	6,500	Water service to all City parks, street end pocket parks, beach accesses, ball fields, etc.
4314 Water Service - Buildings	1,500	Water service to City facilities at South Beach Park
4332 Electric - Sprinklers	3,800	Electrical service for sprinklers located throughout the city
4339 Electric - Park Restrooms	1,000	Electrical service at South Beach restrooms
4340 Waste Disposal	43,600	Sanitation Fund billing to General Fund for waste disposal services
4500 General Insurance	10,800	Estimated park property insurance premium, including the 9/11 Memorial, based on quoted increase estimate. Also includes auto liability and physical damage policy for parks vehicles.

**PARKS (001.4900)**

<b>CODE ACCOUNT TITLE</b>	<b>FY 2014 ADOPTED</b>	<b>DESCRIPTION</b>
4600 Maint Auto Equipment	1,500	Auto maintenance as necessary for Parks vehicles
4612 Maint Bldg - Archibald Pk.	-	
		Repairs and upkeep to restroom and facilities at South Beach park as
4613 Maint Bldg - South Beach	1,000	needed
		Beautification and landscaping of parks and green spaces throughout the
4620 Maintenance - Grounds/Parks	7,000	City
4622 Maint Grounds - Causeway	4,000	Landscaping and maintenance at Causeway Park, including 9/11 Memorial
4630 Maint Grounds - South Beach	4,000	Landscaping and maintenance at South Beach Park
4640 Maint - Other Equipment	6,000	Maintenance of sprinkler systems, tractors, mowers, edgers, blowers, etc.
		Minor maintenance, cleaning and upkeep of seawalls and adjacent
4660 Maintenance - Seawalls	3,000	landscaped areas
		Tires and tire service on mowers, tractors, beach rake. Budget increase
4680 Maintenance Tires	2,000	based on FY 2012 expenditures and FY 2013 experience to date.
5100 Office Supplies	-	
5200 Uniforms	600	Uniforms and work shirts for parks staff as needed
		Miscellaneous supplies required to manage parks: keys, safety fence, gas
5210 Departmental Supplies	1,000	cans, small parts, etc.
5220 Gasoline & Oil	7,000	Fuel expenditures for parks vehicles and equipment
5230 Tools	1,500	Hand tools as needed by parks staff
5420 Dues & Subscriptions	500	Florida Nursery Growers & Landscape dues; Florida Farm Bureau dues
Subtotal Operating	<u>192,700</u>	
<b>CAPITAL:</b>		
6400 Capital Equipment	6,000	John Deere Gator or equivalent
Subtotal Capital Outlay	<u>6,000</u>	
<b>TOTAL PARKS</b>	<b>\$198,700</b>	

# PARKS

## POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Central Services Director	0	0	0.1	0
Parks Supervisor	1	1	1	0
Grounds Maintenance Worker	5	4	4	0
Grounds Maintenance Worker (Seasonal)	1	0.4	0.4	0
Total Funded Positions	7	5.4	5.5	0

## FY 2014 POSITION CHANGES SUMMARY

All positions previously budgeted in the Parks Department have been eliminated, transferred, or re-allocated. The City will provide landscaping service through a contractual service vendor. The Parks Supervisor and one Grounds Maintenance Worker have been transferred to the Archibald Fund.

# RECREATION

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	221,260	200,754	271,300	244,036	245,900
OPERATING	147,675	178,951	188,100	196,087	233,600
CAPITAL	6,592	2,960	-	-	-
OTHER	-	-	-	-	-
<b>TOTAL</b>	<b>\$375,527</b>	<b>\$382,665</b>	<b>\$459,400</b>	<b>\$440,123</b>	<b>\$479,500</b>
<u>FUNDING SOURCE:</u>					
GENERAL FUND	\$375,527	\$382,665	\$459,400	\$440,123	\$479,500

## 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.

## SERVICES

**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.

## RECREATION (001.5000)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>							
1200	Salaries & Wages	170,899	159,642	211,300	183,561	192,300	4.76%
1400	Overtime	5,741	2,867	6,000	6,000	4,000	-33.33%
2100	Social Security	13,477	12,439	16,200	16,200	14,800	-8.64%
2201	Retirement - FRS	2,241	1,077	1,600	1,600	3,000	87.50%
2203	ICMA 401(a) Plan	5,304	3,086	7,600	7,600	7,100	-6.58%
2300	Group Insurance	18,582	18,611	24,500	24,500	19,500	-20.41%
2400	Worker's Compensation	2,492	2,180	4,100	3,907	5,200	33.09%
2500	Unemployment Compensation	2,524	852	-	668		-100.00%
	Subtotal Personnel	221,260	200,754	271,300	244,036	245,900	0.76%
<b>OPERATING:</b>							
3117	Umpires & Officials	24,740	30,253	32,000	32,000	32,000	0.00%
3400	Contractual Services	1,479	-	-	18,000	27,100	50.56%
3401	Scorekeepers	4,475	5,216	5,000	5,000	8,500	70.00%
4000	Travel and Training	497	1,335	500	500	500	0.00%
4100	Telephone	791	791	800	800	2,400	200.00%
4110	Cellular Telephone	521	380	500	500	300	-40.00%
4200	Postage	40	8	100	100	100	0.00%
4331	Electric - Buildings	6,608	6,174	6,200	6,200	6,800	9.68%
4333	Electric - Ball Fields	10,549	12,335	16,500	16,500	16,500	0.00%
4340	Waste Disposal	4,770	4,770	4,800	4,800	4,800	0.00%
4400	Rentals and Leases	99	775	1,600	1,600	1,000	-37.50%
4500	General Insurance	30,482	31,883	37,400	34,387	35,500	3.24%
4600	Maint - Auto Equipment	594	312	1,100	1,100	1,500	36.36%
4610	Maint - Building	5,860	5,407	6,000	6,000	6,000	0.00%
4620	Maint - Grounds & Parks	6,352	12,068	12,000	5,000	12,000	140.00%
4640	Maint - Other Equipment	1,621	187	1,000	1,000	2,000	100.00%
4680	Maintenance Tires	101	852	400	400	400	0.00%

## RECREATION (001.5000)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
4700	Print & Reproduction	345	2,926	-	-	3,000	
4800	Promotions & Public Relations	-	-	500	500	1,000	100.00%
4920	Licenses & Permits	565	88	500	500	500	0.00%
5100	Office Supplies	1,296	904	800	800	800	0.00%
5200	Uniforms	430	112	500	500	500	0.00%
5210	Departmental Supplies	12,780	25,239	19,500	19,500	26,000	33.33%
5212	After School Program	10,672	13,928	10,000	10,000	15,000	50.00%
5218	Summer Program	19,335	19,142	25,000	25,000	25,000	0.00%
5220	Gasoline & Oil	2,498	3,436	4,000	4,000	4,000	0.00%
5230	Tools	50	-	1,000	1,000	-	-100.00%
5420	Dues & Subscriptions	125	430	400	400	400	0.00%
	Subtotal Operating	147,675	178,951	188,100	196,087	233,600	19.13%
	<b>CAPITAL:</b>						
6400	Capital Equipment	6,592	2,960	-	-	-	
	Subtotal Capital Outlay	6,592	2,960	-	-	-	
	<b>OTHER:</b>						
9911	Transfer to CIP Fund	-	-	-	-	-	
	Subtotal Other	-	-	-	-	-	
	<b>TOTAL RECREATION</b>	<b>\$375,527</b>	<b>\$382,665</b>	<b>\$459,400</b>	<b>\$440,123</b>	<b>\$479,500</b>	<b>8.95%</b>

## RECREATION (001.5000)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>			
1200	Salaries & Wages	192,300	Wages for Recreation employees, including 3.5% increases for eligible staff
1400	Overtime	4,000	Estimated overtime. Budget decrease based on FY 2012 expenditures.
2100	Social Security	14,800	FICA contributions at 7.65% of salary
2201	Retirement - FRS	3,000	FRS retirement contributions at 6.95% of salary
2203	ICMA 401(a) Plan	7,100	City's contribution to full-time staff retirement at 9% of salary
Medical, dental, life and long-term disability coverage for full-time employees,			
2300	Group Insurance	19,500	including estimated 10% health insurance premium increase
2400	Worker's Compensation	5,200	Worker's compensation insurance costs for recreation staff
2500	Unemployment Compensation	-	
	Subtotal Personnel	245,900	
<b>OPERATING:</b>			
3117	Umpires & Officials	32,000	Officiating expenditures, which correspond to revenue-generating programs such as tournaments, league play, etc.
3400	Other Contractual Services	27,100	Cleaning and janitorial services contract approved by BOC in third quarter FY 2013 (\$9,500); contractual landscaping maintenance (\$17,000); pest control service (\$600)
3401	Scorekeepers	8,500	Scorekeeping expenditures, which correspond to revenue-generating programs such as tournaments, league play, etc.
4000	Travel and Training	500	Registration/reimbursement expenditures for staff development
4100	Telephone	2,400	Phone and internet service at the recreation facility. Budget increase due to costs being allocated to the recreation center; previously charged to Non-Departmental.
4110	Cellular Telephone	300	Cell phone service contract with Verizon Wireless
4200	Postage	100	Postage for miscellaneous correspondence
4331	Electric - Buildings	6,800	Electrical service at 200 Rex Place. Budget increase based on FY 2012 expenditures.
4333	Electric - Ball Fields	16,500	Electrical service for recreation baseball fields and lighting
4340	Waste Disposal	4,800	Sanitation Fund billing to General Fund for waste disposal services
4400	Rentals and Leases	1,000	Portable restroom contract for league play, tournaments, etc. Budget decrease based on FY 2012 history.
4500	General Insurance	35,500	Insurance premiums based on quoted increase estimates. Includes property, flood, auto liability and physical damage policies.
4600	Maint - Auto Equipment	1,500	Maintenance as necessary for recreation vehicles and bus. Budget increase based on FY 2013 experience.
4610	Maint - Building	6,000	Building maintenance and upkeep at 200 Rex Place as necessary
4620	Maint - Grounds & Parks	12,000	General maintenance and upkeep of recreation complex grounds, including fences, seawalls, docks, clay, baseball fields, sprinkler systems, etc.
4640	Maint - Other Equipment	2,000	Lawn tools and tractor maintenance as necessary. Budget increase based on FY 2013 experience.
4680	Maintenance Tires	400	Replacement of tires for vehicles as necessary

## RECREATION (001.5000)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
4700	Print & Reproduction	3,000	Advertisements, flyers, etc. to help increase tournament and league play. Budget increase based on anticipated efforts to expand these activities.
4800	Promotions & Public Relations	1,000	Community outreach, sponsorships, promotions etc. to help increase tournament and league play. Budget increase based on anticipated efforts to expand these activities.
4920	Licenses & Permits	500	Pinellas County Health Department and License Board fees
5100	Office Supplies	800	Miscellaneous office supplies as needed
5200	Uniforms	500	Staff uniforms, work shirts, etc.
5210	Departmental Supplies	26,000	Special event expenditures, trophies, awards, sports equipment, etc. Budget increase based on FY 2012 expenditures.
5212	After School Program	15,000	Full-week holiday camps and after school program supplies including games, arts and crafts, snacks, etc. Budget increase based on FY 2012 expenditures.
5218	Summer Program	25,000	Field trip expenditures and summer camp supplies not purchased through the after school program above
5220	Gasoline & Oil	4,000	Fuel expenditures for recreation vehicles
5230	Tools	-	
5420	Dues & Subscriptions	400	Florida after school and children's program memberships and training programs
	Subtotal Operating	233,600	
	<b>CAPITAL:</b>		
6400	Capital Equipment	-	
	Subtotal Capital Outlay	-	
	<b>OTHER:</b>		
9911	Transfer to CIP Fund	-	
	Subtotal Other	-	
	<b>TOTAL RECREATION</b>	<b>\$479,500</b>	

# RECREATION

## POSITION COUNTS (FTE)

	FY 2011	FY 2012	FY 2013	FY 2014
Central Services Director	0	0	0.1	0.1
Administrative Assistant	0	0	0	0.1
Recreation Supervisor	1	1	1	1
Recreation Coordinator	1	1	1	1
Grounds Maintenance Worker	1	1	1	0
Building Maintenance (Part-time)	0.5	0.5	0.5	0.7
Grounds Maint Worker (Part-time)	0.5	0.5	0.5	0.7
Recreation Leader (Part-Time)	2.05	2.05	2.05	2.1
Recreation Aide (Temp/Summer)	1.54	1.54	1.54	1.5
<b>Total Funded Positions</b>	<b>7.59</b>	<b>7.59</b>	<b>7.69</b>	<b>7.2</b>

## FY 2014 POSITION CHANGES SUMMARY

The Administrative Assistant to the Central Services Director is now allocated across the same departments and funds as the Central Services Director. This position has been transferred from the City Manager's Office. One vacant Grounds Maintenance Worker position has been eliminated and other part-time staff hours have been adjusted to account for current staffing needs.

# PARKING ENFORCEMENT

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	81,973	76,598	94,900	95,919	87,800
OPERATING	82,493	84,062	90,600	90,450	139,900
OTHER	493,437	-	360,000	-	-
CAPITAL	-	-	-	379,526	-
<b>TOTAL</b>	<b>657,903</b>	<b>160,660</b>	<b>545,500</b>	<b>565,895</b>	<b>227,700</b>
<u>FUNDING SOURCE:</u>					
PARKING FUND	\$657,903	\$160,660	\$545,500	\$565,895	-
GENERAL FUND	-	-	-	-	\$227,700

## MISSION

Parking enforcement personnel, managed by the Finance Director, issue tickets and enforce parking meter payments throughout the City. Parking was previously operated as an enterprise fund prior to FY 2014.

## PARKING ENFORCEMENT (001.6000)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>							
1200	Salaries & Wages	64,670	60,392	74,800	74,800	67,200	-10.16%
1400	Overtime	219	216	500	500	800	60.00%
2100	Social Security	4,835	4,618	5,700	5,700	5,200	-8.77%
2203	ICMA 401(a) Plan	2,284	2,140	2,300	2,300	2,300	0.00%
2300	Group Insurance	7,408	7,017	8,000	8,000	8,900	11.25%
2400	Worker's Compensation	2,557	2,215	3,600	3,431	3,400	-0.90%
2500	Unemployment Compensation	-	-	-	1,188	-	-100.00%
	Subtotal Personnel	81,973	76,598	94,900	95,919	87,800	-8.46%
<b>OPERATING:</b>							
3111	Armored Car Service	2,166	2,016	2,300	2,300	1,500	-34.78%
3410	County Services	34,850	36,930	45,000	45,000	40,000	-11.11%
3600	Administrative Services	29,793	29,793	30,100	30,100	-	-100.00%
4110	Cellular Telephone	521	381	500	500	300	-40.00%
4200	Postage	7	222	100	100	200	100.00%
4500	General Insurance	713	828	900	750	800	6.67%
4600	Maintenance - Auto Equip.	1,317	442	800	800	800	0.00%
4640	Maintenance - Other Equip.	190	1,072	800	800	2,200	175.00%
4650	Maintenance - Pay Stations	-	-	-	-	24,000	
4680	Maintenance - Tires	136	148	500	500	500	0.00%
4700	Print & Reproduction	2,592	2,302	2,700	2,700	2,700	0.00%
4930	Bank Service Fees	-	-	-	-	55,000	
5100	Office Supplies	525	321	400	400	400	0.00%
5200	Uniforms	495	568	500	500	500	0.00%
5210	Departmental Supplies	6,961	6,373	3,000	3,000	8,000	166.67%
5220	Gasoline & Oil	2,227	2,666	3,000	3,000	3,000	0.00%
	Subtotal Operating	82,493	84,062	90,600	90,450	139,900	54.67%
<b>CAPITAL:</b>							
6300	Capital Improvements	-	-	-	279,526	-	
6400	Capital Equipment	-	-	-	100,000	-	
	Subtotal Capital	-	-	-	379,526	-	
<b>OTHER:</b>							
9185	Transfer to John's Pass Fund	199,761	-	-	-	-	
9911	Transfer to CIP Fund	-	-	360,000	-	-	
9950	Transfer to General Fund	293,676	-	-	-	-	
	Subtotal Other	493,437	-	360,000	-	-	
<b>TOTAL PARKING ENFORCEMENT</b>		<b>\$657,903</b>	<b>\$160,660</b>	<b>\$545,500</b>	<b>565,895</b>	<b>\$227,700</b>	<b>-59.76%</b>

## PARKING ENFORCEMENT (001.6000)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>			
1200	Salaries & Wages	67,200	Wages for parking enforcement employees, including 3.5% increases
1400	Overtime	800	Call-back duty as necessary to maintain pay station functionality
2100	Social Security	5,200	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
Medical, dental, life and long-term disability coverage for full-time employees,			
2300	Group Insurance	8,900	including estimated 10% health insurance premium increase
2400	Worker's Compensation	3,400	Worker's compensation insurance costs for parking staff
Subtotal Personnel		87,800	
<b>OPERATING:</b>			
Coin delivery service to the bank for coins received at parking pay stations.			
Budget decrease based on reduction in cash payments at new stations,			
3111	Armored Car Service	1,500	which accept credit cards.
3410	County Services	40,000	County's processing fee for parking tickets (\$10/ticket issued by the City)
Previously included General Fund administrative fees. Removed from the			
3600	Administrative Services	-	budget upon elimination of the parking enterprise fund.
4110	Cellular Telephone	300	Cell phone service contract with Verizon Wireless
4200	Postage	200	Miscellaneous correspondence as necessary
Estimated auto liability and physical damage premiums for two parking			
4500	General Insurance	800	enforcement vehicles
4600	Maintenance - Auto Equip.	800	Auto maintenance for parking enforcement vehicles
Maintenance for change machines located in John's Pass Village and			
change-counting machine at City Hall (\$1,200); maintenance of electric-			
4640	Maintenance - Other Equip.	2,200	vehicle charging station (\$1,000)
Pay station spare parts kit (\$5,000); connection service required to process			
4650	Maintenance - Pay Stations	24,000	credit card transactions (\$18,000); service calls at \$125/call (\$1,000)
4680	Maintenance - Tires	500	Tire repair service for parking enforcement vehicles
4700	Print & Reproduction	2,700	Parking passes and parking tickets
4930	Bank Service Fees	55,000	Interchange fees for processing credit card payments
5100	Office Supplies	400	Miscellaneous recurring office supplies
5200	Uniforms	500	Uniforms and work shirts for parking enforcement officers
Tools, batteries and replacement items as needed to support pay stations;			
5210	Departmental Supplies	8,000	drinking water for staff
5220	Gasoline & Oil	3,000	Fuel expenditures for parking enforcement vehicles
Subtotal Operating		139,900	
<b>OTHER:</b>			
9185	Transfer to John's Pass Fund	-	
9911	Transfer to CIP Fund	-	
9950	Transfer to General Fund	-	
Subtotal Other		-	
<b>TOTAL PARKING ENFORCEMENT</b>		<b>\$227,700</b>	

# **PARKING ENFORCEMENT**

## **POSITION COUNTS (FTE)**

	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>
Parking Enforcement Officer II	1	1	1	1
Parking Enforcement Officer I (Part-time)	2.25	2.25	2.40	2.10
Total Funded Positions	3.25	3.25	3.40	3.10

## **FY 2014 POSITION CHANGES SUMMARY**

Part-time Parking Enforcement Officer I hours have been adjusted to account for current staffing needs.

# JOHN'S PASS VILLAGE

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
OPERATING	166,035	144,615	149,100	149,100	114,000
CAPITAL	-	-	-	194,700	10,000
OTHER	44,400	178,769	389,900	185,200	-
<b>TOTAL</b>	<b>\$210,435</b>	<b>\$323,384</b>	<b>\$539,000</b>	<b>\$529,000</b>	<b>\$124,000</b>
<u>FUNDING SOURCE:</u>					
JOHN'S PASS VILLAGE FUND	\$210,435	\$323,384	\$539,000	\$529,000	-
GENERAL FUND	-	-	-	-	\$124,000

## MISSION

The John's Pass Village district includes the commercial fishing and entertainment center located immediately north and adjacent to the John's Pass Bridge. This division includes expenses incurred within the village. The John's Pass Village Fund was previously operated as an enterprise fund prior to FY 2014.

## JOHN'S PASS VILLAGE (001.8000)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>OPERATING:</b>							
3400	Other Contractual Services	17,271	24,124	22,900	22,900	6,400	-72.05%
3600	Administrative Services	22,643	22,643	22,900	22,900	-	-100.00%
4314	Water Service - Buildings	3,633	6,374	5,700	5,700	7,000	22.81%
4331	Electric - Buildings	2,336	1,702	2,400	2,400	2,400	0.00%
4336	Electric - Street Lights	17,405	11,971	13,700	13,700	13,700	0.00%
4340	Waste Disposal	27,600	27,600	27,600	27,600	27,600	0.00%
4500	General Insurance	29,609	30,933	36,400	36,400	34,900	-4.12%
4610	Maintenance - Building	24,327	1,266	5,000	5,000	5,000	0.00%
4620	Maintenance - Grounds/Parks	5,643	12,592	4,000	4,000	10,000	150.00%
4630	Maintenance - Boardwalk	9,733	75	2,500	2,500	3,000	20.00%
4640	Maint. Other Equipment	-	45	-	-	-	
5210	Departmental Supplies	5,835	5,290	6,000	6,000	4,000	-33.33%
	Subtotal Operating	166,035	144,615	149,100	149,100	114,000	-23.54%
<b>CAPITAL:</b>							
6300	Capital Improvements	-	-	-	194,700	10,000	-94.86%
6400	Capital Equipment	-	-	-	-	-	
	Subtotal Capital Outlay	-	-	-	194,700	10,000	-94.86%
<b>OTHER:</b>							
9175	Transfer to Parking Fund	-	134,369	109,700	109,700	-	-100.00%
9911	Transfer to CIP Fund	-	-	204,700	-	-	
9950	Transfer to General Fund	44,400	44,400	75,500	75,500	-	-100.00%
	Subtotal Other	44,400	178,769	389,900	185,200	-	-100.00%
	<b>TOTAL JOHN'S PASS VILLAGE</b>	<b>\$210,435</b>	<b>\$323,384</b>	<b>\$539,000</b>	<b>\$529,000</b>	<b>\$124,000</b>	<b>-76.56%</b>

## JOHN'S PASS VILLAGE (001.8000)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>OPERATING:</b>			
3400	Other Contractual Services	6,400	Cleaning and janitorial services. Budget reduction based on contract approved by BOC in third quarter FY 2013
3600	Administrative Services	-	Previously included General Fund administrative fees. Removed from the budget upon elimination of the John's Pass Village enterprise fund.
4314	Water Service - Buildings	7,000	Water service to city facilities located in John's Pass Village. Budget increase based on FY 2012 expenditures.
4331	Electric - Buildings	2,400	Electrical service to city facilities located in John's Pass Village
4336	Electric - Street Lights	13,700	Street lights for John's Pass boardwalk signs and decorative lights
4340	Waste Disposal	27,600	Sanitation Fund billing to General Fund for waste disposal services
4500	General Insurance	34,900	Estimated property and flood insurance premiums for retail store, boardwalk and bell tower based on quoted increase estimates
4610	Maintenance - Building	5,000	General maintenance and upkeep of Fantasy Planet retail store, village restrooms and air-conditioning systems
4620	Maintenance - Grounds/Parks	10,000	Grounds maintenance and beautification. Budget increase based on anticipated efforts to improve aesthetics within the village.
4630	Maintenance - Boardwalk	3,000	Boardwalk maintenance and upkeep as needed
4640	Maint. Other Equipment	-	
5210	Departmental Supplies	4,000	Additional supplies needed for operations, maintenance and aesthetics within the village, including signage, electrical supplies, bricks, garbage bins, etc.
	Subtotal Operating	114,000	
<b>CAPITAL:</b>			
6300	Capital Improvements	10,000	Electrical installation for Village Blvd. trees
6400	Capital Equipment	-	
	Subtotal Capital Outlay	10,000	
<b>OTHER:</b>			
9175	Transfer to Parking Fund	-	
9911	Transfer to CIP Fund	-	
9950	Transfer to General Fund	-	
	Subtotal Other	-	
<b>TOTAL JOHN'S PASS VILLAGE</b>		<b>\$124,000</b>	



# LOCAL OPTION SALES TAX FUND

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
OPERATING	12,557	-	-	-	-
CAPITAL	-	274,417	-	1,686,299	1,146,000
OTHER	-	-	1,270,000	-	-
<b>TOTAL</b>	<b>\$12,557</b>	<b>\$274,417</b>	<b>\$1,270,000</b>	<b>\$1,686,299</b>	<b>\$1,146,000</b>
<u>FUNDING SOURCE:</u>					
LOCAL OPTION SALES TAX FUND	\$12,557	\$274,417	\$1,270,000	\$1,686,299	\$1,146,000

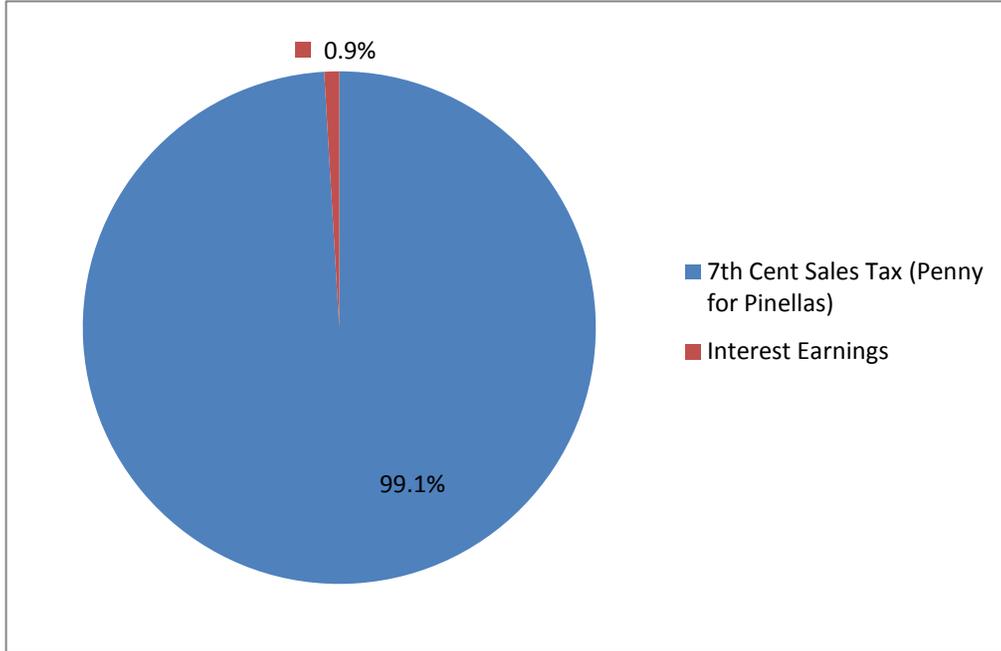
## MISSION

The Local Option Sales Tax Fund generates revenue through Pinellas County's 1% sales surtax program (Penny for Pinellas), originally approved by voters in 1990. The tax has been extended twice, with the current extension in place through 2020. Funds are shared between the county and municipalities and are restricted for capital expenditures and infrastructure improvements.

# LOCAL OPTION SALES TAX FUND

## FUNDING SOURCES

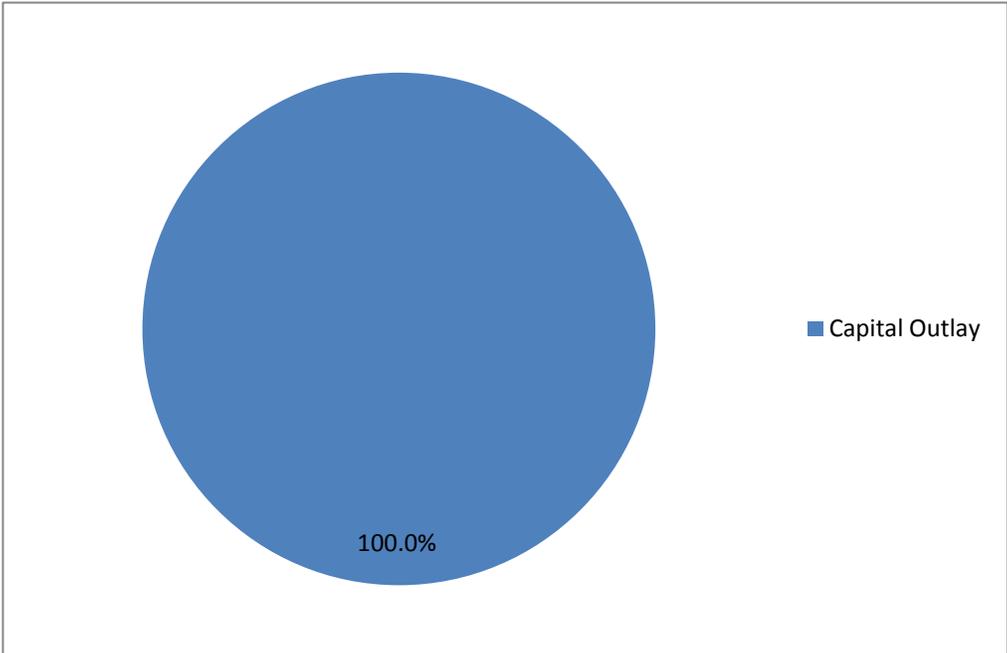
7th Cent Sales Tax (Penny for Pinellas)	99.1%	367,900
Interest Earnings	0.9%	3,500
<b>Total Funding Sources</b>	<b>100.00%</b>	<b>\$371,400</b>



# LOCAL OPTION SALES TAX FUND

## APPROPRIATIONS

Capital Outlay	100.0%	1,146,000
<b>Total Appropriations</b>	<b>100.00%</b>	<b>\$1,146,000</b>



## LOCAL OPTION SALES TAX FUND BALANCE AND REVENUE

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
	Beginning cash balance	\$ 1,843,426	\$ 2,157,106	\$ 2,013,300	\$ 2,226,800	\$ 886,900	-60.17%
	<b>REVENUE</b>						
312.600	7th Cent Sales Tax	322,822	340,660	342,900	342,900	367,900	7.29%
361.100	Interest Earnings	3,415	3,536	3,500	3,500	3,500	0.00%
	<b>Total revenue</b>	<b>\$ 326,237</b>	<b>\$ 344,196</b>	<b>\$ 346,400</b>	<b>\$ 346,400</b>	<b>\$ 371,400</b>	<b>7.22%</b>
	<b>Total expenditures</b>	<b>\$ 12,557</b>	<b>\$ 274,417</b>	<b>\$ 1,270,000</b>	<b>\$ 1,686,299</b>	<b>\$ 1,146,000</b>	<b>-32.04%</b>
	<b>Available cash balance</b>	<b>\$ 2,157,106</b>	<b>\$ 2,226,885</b>	<b>\$ 1,089,700</b>	<b>\$ 886,901</b>	<b>\$ 112,300</b>	<b>-87.34%</b>

*\*Restricted for capital expenditures and infrastructure improvements, per FL Statutes § 212.055*

## LOCAL OPTION SALES TAX FUND (103.9519)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>OPERATING:</b>							
3100	Professional Services	12,557	-	-	-	-	
	Subtotal Operating	12,557	-	-	-	-	
<b>CAPITAL:</b>							
6300	Capital Improvements	-	272,396	-	1,686,299	-	-100.00%
6316	Dune Walkovers	-	2,021	-	-	-	
6319	Marina Dock Construction					500,000	
6320	Stormwater Drainage & Roadway Improvements					580,000	
6321	Beach Groyne Rehabilitation					26,000	
6406	ALS Vehicle Acquisition					40,000	
	Subtotal Capital Outlay	-	274,417	-	1,686,299	1,146,000	-32.04%
<b>OTHER:</b>							
9911	Transfer to CIP Fund	-	-	1,270,000	-	-	
	Subtotal Other	-	-	1,270,000	-	-	
<b>TOTAL LOCAL OPTION SALES TAX</b>		<b>\$12,557</b>	<b>\$274,417</b>	<b>\$1,270,000</b>	<b>\$1,686,299</b>	<b>\$1,146,000</b>	<b>-32.04%</b>

**LOCAL OPTION SALES TAX FUND (103.9519)**

<b>CODE</b>	<b>ACCOUNT TITLE</b>	<b>FY 2014 ADOPTED</b>	<b>DESCRIPTION</b>
<b>CAPITAL:</b>			
6300	Capital Improvements	-	
6316	Dune Walkovers	-	
6319	Marina Dock Construction	500,000	Required funding per grant agreement to reconstruct marina docks
6320	Stormwater Drainage & Roadway Improvements	580,000	Engineering and design services: \$180,000; construction services: \$400,000
6321	Beach Groyne Rehabilitation	26,000	Contingency rolled forward from FY 2013 budget
6406	ALS Vehicle Acquisition	40,000	Rolled forward from FY 2013 budget
	Subtotal Capital Outlay	<u>1,146,000</u>	
<b>OTHER:</b>			
9911	Transfer to CIP Fund	-	
	Subtotal Other	<u>-</u>	
	<b>TOTAL LOCAL OPTION SALES TAX</b>	<b>\$1,146,000</b>	



# ARCHIBALD FUND

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	-	-	-	-	114,000
OPERATING	-	-	-	-	26,200
CAPITAL	-	-	-	-	-
OTHER	-	-	-	-	-
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$140,200</b>
<u>FUNDING SOURCE:</u>					
ARCHIBALD FUND	\$0	\$0	\$0	\$0	\$140,200

## MISSION

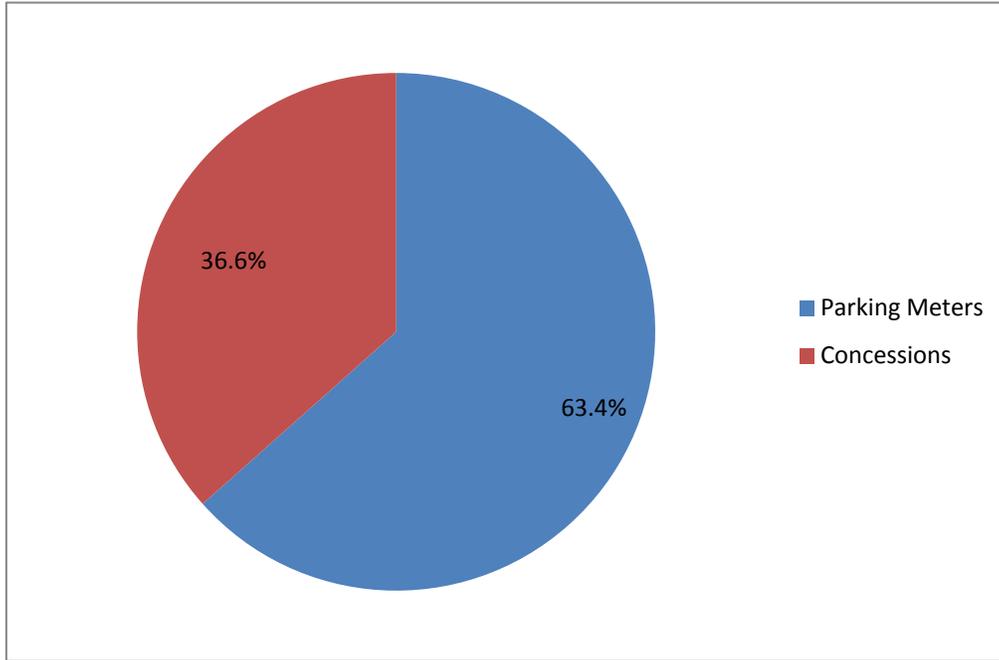
The Archibald Fund is a new fund established for FY 2014. It is intended to report all revenues collected and expenditures incurred at Archibald Memorial Beach Park. The U.S. Department of Interior requires all funds generated on the property to be expended only for park and recreation-related purposes.

As of June 2013, the City is planning significant capital re-investments at Archibald Park, at which time the park will be considered fully developed. Per the U.S. Department of Interior, funds may then be used to support other city parks as well. As such, personnel assigned to the Archibald Fund will be tasked with the maintenance of Archibald Park and other city parks.

# ARCHIBALD FUND

## FUNDING SOURCES

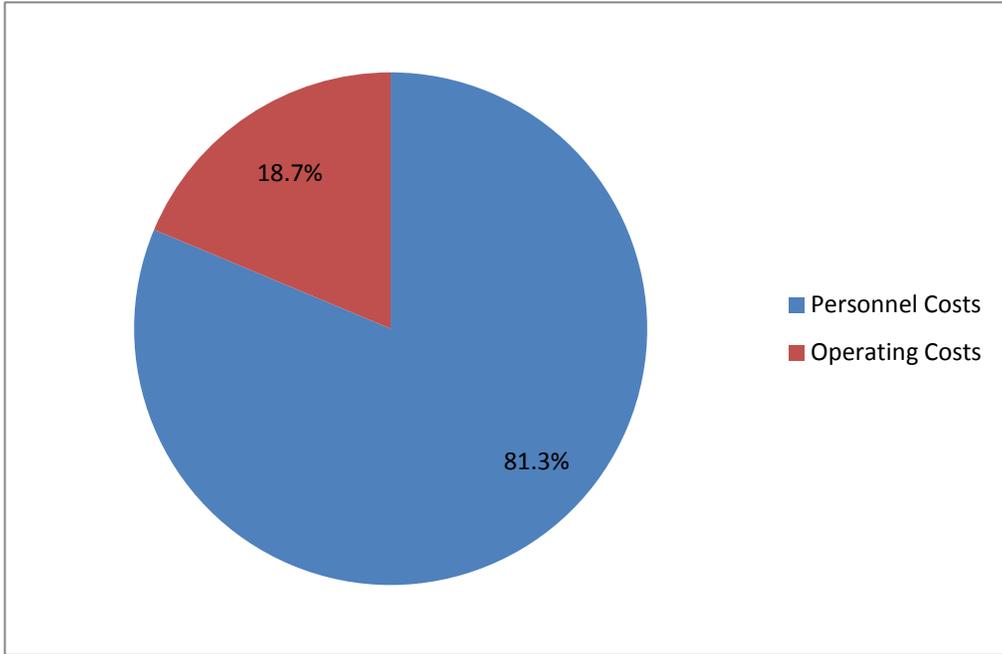
Parking Meters	63.4%	90,000
Concessions	36.6%	51,900
<b>Total Funding Sources</b>	<b>100.00%</b>	<b>\$141,900</b>



# ARCHIBALD FUND

## APPROPRIATIONS

Personnel Costs	81.3%	114,000
Operating Costs	18.7%	26,200
<b>Total Appropriations</b>	<b>100.00%</b>	<b>\$140,200</b>



## ARCHIBALD FUND BALANCE AND REVENUE

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
	Beginning cash balance	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>REVENUE</b>						
344.501	Archibald Beach Parking Meters	-		-		90,000	
347.594	Beach Concession					12,000	
347.596	Snack Shack Concession					39,900	
	<b>Total revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 141,900</b>	
	<b>Total expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 140,200</b>	
	<b>Available cash balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,700</b>	

**ARCHIBALD FUND (110.9910)**

<b>CODE</b>	<b>ACCOUNT TITLE</b>	<b>FY 2011 ACTUAL</b>	<b>FY 2012 ACTUAL</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2013 REVISED</b>	<b>FY 2014 ADOPTED</b>	<b>PERCENT CHANGE</b>
<b>PERSONNEL:</b>							
1200	Salaries & Wages					78,000	
1400	Overtime					2,000	
2100	Social Security					6,000	
2201	Retirement - FRS					3,600	
2203	ICMA 401(a) Plan					2,600	
2300	Group Insurance					17,800	
2400	Worker's Compensation					4,000	
	Subtotal Personnel					114,000	
<b>OPERATING:</b>							
4312	Water Service - Park					3,000	
4314	Water Service - Building					3,000	
4339	Electric - Park Restroom					1,200	
4612	Maintenance - Building					3,000	
4620	Maintenance - Grounds/Parks					5,000	
4660	Maintenance - Beach					10,000	
5210	Departmental Supplies					1,000	
	Subtotal Operating					26,200	
<b>CAPITAL:</b>							
6400	Capital Equipment					-	
	Subtotal Capital Outlay					-	
<b>TOTAL ARCHIBALD</b>						<b>\$140,200</b>	

## ARCHIBALD FUND (110.9910)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>			
1200	Salaries & Wages	78,000	Wages for Parks Supervisor and Grounds Maintenance Worker primarily assigned to Archibald park, including 3.5% increases
1400	Overtime	2,000	Estimated overtime expenses for Grounds Maintenance Worker to support special events as needed
2100	Social Security	6,000	FICA contributions at 7.65% of salary
2201	Retirement - FRS	3,600	FRS retirement contributions at 6.95% of salary
2203	ICMA 401(a) Plan	2,600	City's contribution to staff retirement at 9% of salary
2300	Group Insurance	17,800	Medical, dental, life and long-term disability coverage for full-time employees, including estimated 10% health insurance premium increase
2400	Worker's Compensation	4,000	Worker's compensation insurance costs for Archibald parks staff
	Subtotal Personnel	<u>114,000</u>	
<b>OPERATING:</b>			
4312	Water Service - Parks	3,000	Estimated water service at Archibald Park
4314	Water Service - Buildings	3,000	Water service to City facilities at Archibald Park. Budget increase based on FY 2012 expenditures.
4339	Electric - Park Restrooms	1,200	Electrical service at Archibald Park restrooms
4612	Maint Bldg- Archibald Pk.	3,000	Repairs and upkeep to restroom and facilities at Archibald Park as needed. Budget decrease based on Archibald Park Renovations bid anticipated for award in fourth quarter FY 2013.
4620	Maintenance - Grounds/Parks	5,000	Beautification and landscaping of parks and green spaces, primarily located in or near Archibald Park
4660	Maint Beach & Seawall	10,000	Beach cleaning contract (approx. \$5,500) and swim buoy maintenance or replacement as needed
5210	Departmental Supplies	1,000	Miscellaneous operating supplies to support park maintenance efforts as needed
	Subtotal Operating	<u>26,200</u>	
<b>CAPITAL:</b>			
6400	Capital Equipment	<u>          </u>	
	Subtotal Capital Outlay	<u>-</u>	
	<b>TOTAL ARCHIBALD</b>	<b>\$140,200</b>	

# ARCHIBALD FUND

## POSITION COUNTS (FTE)

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Parks Supervisor	0	0	0	1
Grounds Maintenance Worker	0	0	0	1
Total Funded Positions	0	0	0	2

## FY 2014 POSITION CHANGES SUMMARY

The Parks Supervisor and Grounds Maintenance Worker have been transferred from the Parks Department in the General Fund to the Archibald Fund.



# SANITATION FUND

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	438,979	383,539	367,700	379,682	427,900
OPERATING	538,489	602,800	614,000	610,765	661,700
CAPITAL	166,242	-	-	155,717	-
OTHER	-	9,592	163,500	7,783	-
<b>TOTAL</b>	<b>\$1,143,710</b>	<b>\$995,931</b>	<b>\$1,145,200</b>	<b>\$1,153,947</b>	<b>\$1,089,600</b>
<u>FUNDING SOURCE:</u>					
SANITATION FUND	\$1,143,710	\$995,931	\$1,145,200	\$1,153,947	\$1,089,600

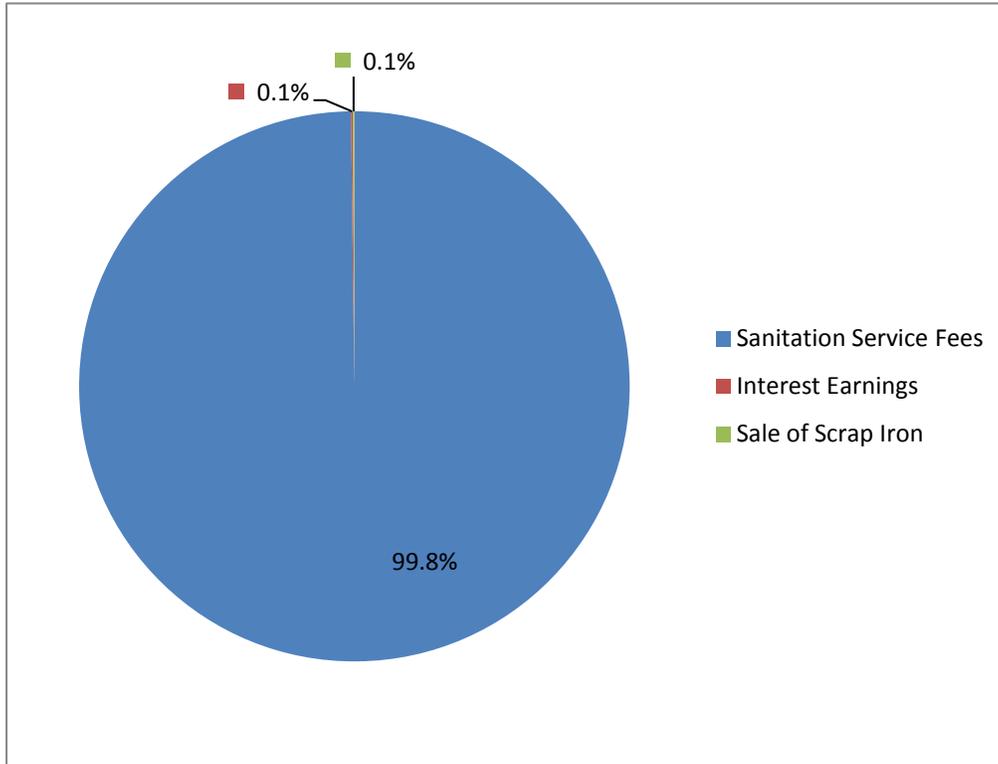
## MISSION

The Sanitation Fund accounts for all activities related to solid waste removal. Sanitation staff keep the environment free from hazard and unsightliness. Recycling services are provided under contract with a third party. Sanitation services are intended to ensure the health, safety and welfare of the community.

# SANITATION FUND

## FUNDING SOURCES

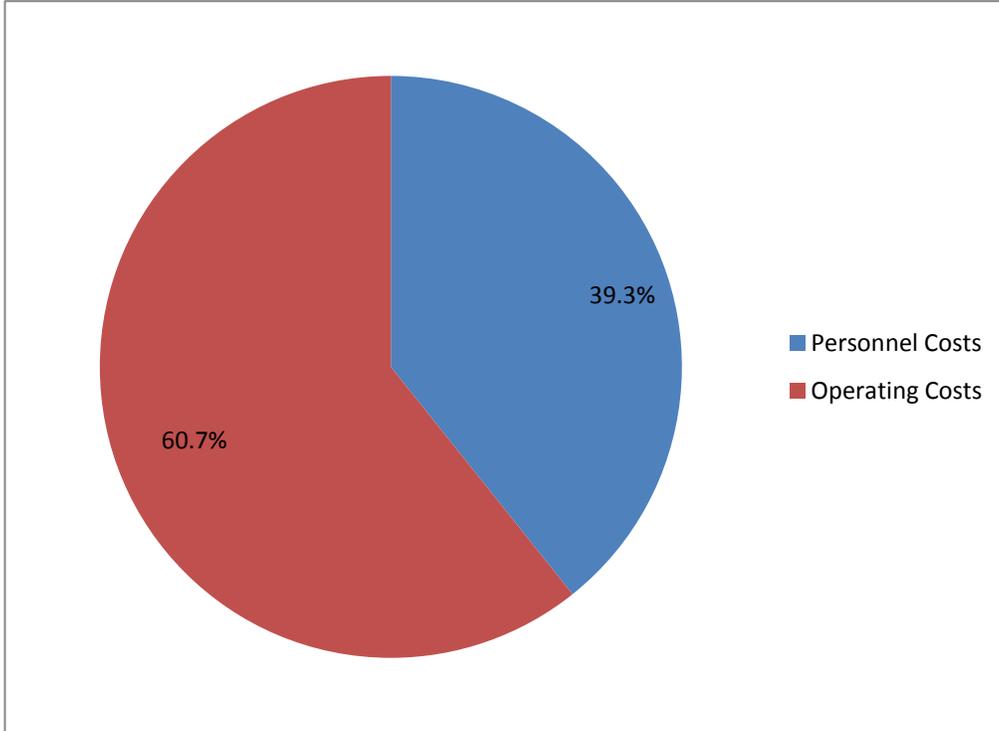
Sanitation Service Fees	99.8%	1,100,000
Interest Earnings	0.1%	1,200
Sale of Scrap Iron	0.1%	1,000
<b>Total Funding Sources</b>	<b>100.00%</b>	<b>\$1,102,200</b>



# SANITATION FUND

## APPROPRIATIONS

Personnel Costs	39.3%	427,900
Operating Costs	60.7%	661,700
<b>Total Appropriations</b>	<b>100.00%</b>	<b>\$1,089,600</b>



## SANITATION FUND BALANCE AND REVENUE

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
	Beginning cash balance	\$ 1,078,985	\$ 1,118,283	\$ 1,197,300	\$ 1,242,000	\$ 1,175,100	-5.39%
<b>REVENUE</b>							
337.337	Recycling Grant	-	-	-	-	-	
343.415	Sanitation Charges	1,178,605	1,099,451	1,085,000	1,085,000	1,100,000	1.38%
361.100	Interest Earnings	696	1,451	500	500	1,200	140.00%
364.411	Sale of Equipment	484	18,975	500	500	-	-100.00%
369.369	Miscellaneous Revenue	375	-	-	-	-	
369.378	Sale of Scrap Iron	2,848	-	1,000	1,000	1,000	0.00%
	<b>Total revenue</b>	<b>\$ 1,183,008</b>	<b>\$ 1,119,877</b>	<b>\$ 1,087,000</b>	<b>\$ 1,087,000</b>	<b>\$ 1,102,200</b>	<b>1.40%</b>
	<b>Total expenditures</b>	<b>\$ 1,143,710</b>	<b>\$ 995,931</b>	<b>\$ 1,145,200</b>	<b>\$ 1,153,947</b>	<b>\$ 1,089,600</b>	<b>-5.58%</b>
	<b>Available cash balance</b>	<b>\$ 1,118,283</b>	<b>\$ 1,242,229</b>	<b>\$ 1,139,100</b>	<b>\$ 1,175,053</b>	<b>\$ 1,187,700</b>	<b>1.08%</b>

## SANITATION FUND (402.7000)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>							
1200	Salaries & Wages	301,733	249,732	237,800	250,817	270,200	7.73%
1400	Overtime	498	15,848	2,000	2,000	20,000	900.00%
2100	Social Security	23,019	20,774	18,200	18,200	20,700	13.74%
2201	Retirement - FRS	9,295	5,126	8,300	8,300	10,000	20.48%
2203	ICMA 401(a) Plan	16,935	13,782	14,500	14,500	9,300	-35.86%
2300	Group Insurance	63,695	57,694	64,900	64,900	66,000	1.69%
2400	Worker's Compensation	23,804	20,583	22,000	20,965	31,700	51.20%
	Subtotal Personnel	438,979	383,539	367,700	379,682	427,900	12.70%
<b>OPERATING:</b>							
3405	Temporary Contractual Services	28,766	47,823	60,000	60,000	65,000	8.33%
3420	Waste Disposal	192,366	200,652	191,900	191,900	200,000	4.22%
3422	Curbside Recycling	61,376	65,051	70,000	70,000	73,500	5.00%
3423	Recycling Material Disposal	26,314	20,255	30,000	30,000	24,000	-20.00%
3600	Administrative Services	94,998	94,998	96,100	96,100	127,300	32.47%
4110	Cellular Telephone	1,304	950	1,200	1,200	700	-41.67%
4202	Postage - Utility Bills	8,111	10,172	9,000	9,000	9,000	0.00%
4400	Rentals and Leases	750	738	900	900	10,800	1100.00%
4500	General Insurance	16,777	17,399	19,400	16,165	16,700	3.31%
4600	Maint Auto Equipment	25,926	18,581	23,000	23,000	23,000	0.00%
4640	Maint Other Equipment	275	454	1,000	1,000	500	-50.00%
4680	Maintenance Tires	8,328	14,352	12,000	12,000	12,000	0.00%
4700	Printing & Reproduction	-	-	300	300	-	-100.00%
4900	Other Current Charges	-	15,203	-	-	-	
5200	Uniforms	2,082	3,055	2,700	2,700	2,700	0.00%
5210	Departmental Supplies	34,636	37,960	36,000	36,000	36,000	0.00%
5220	Gasoline & Oil	36,126	54,759	60,000	60,000	60,000	0.00%
5230	Tools	285	296	200	200	200	0.00%
5420	Dues & Subscriptions	69	102	300	300	300	0.00%
	Subtotal Operating	538,489	602,800	614,000	610,765	661,700	8.34%
<b>CAPITAL:</b>							
6400	Capital Equipment	166,242	-	-	155,717	-	-100.00%
	Subtotal Capital Outlay	166,242	-	-	155,717	-	-100.00%
<b>OTHER:</b>							
9900	Contingency	-	9,592	10,000	7,783	-	-100.00%
9911	Transfer to CIP Fund	-	-	153,500	-	-	
	Subtotal Other	-	9,592	163,500	7,783	-	-100.00%
	<b>TOTAL SANITATION</b>	<b>\$1,143,710</b>	<b>\$995,931</b>	<b>\$1,145,200</b>	<b>\$1,153,947</b>	<b>\$1,089,600</b>	<b>-5.58%</b>

**SANITATION FUND (402.7000)**

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>			
1200	Salaries & Wages	270,200	Wages for sanitation employees, including 3.5% increases Authorized overtime for sanitation workers. Budget increase based on prior year expenditures and current year experience.
1400	Overtime	20,000	FICA contributions at 7.65% of salary
2100	Social Security	20,700	FRS retirement contributions at 6.95% of salary
2201	Retirement - FRS	10,000	City's contribution to administrative staff retirement at 9% of salary
2203	ICMA 401(a) Plan	9,300	
2300	Group Insurance	66,000	Medical, dental, life and long-term disability coverage for full-time employees, including estimated 10% health insurance premium increase
2400	Worker's Compensation	31,700	Worker's compensation insurance costs for sanitation staff
	Subtotal Personnel	427,900	
<b>OPERATING:</b>			
			The FY 2014 budget represents a reduction of 3 Sanitation Worker FTEs as compared to the FY 2012 budget; contractual services are utilized to support remaining operations as necessary. Budget increase is based on FY 2012 expenditures and current year experience.
3405	Temporary Services	65,000	Pinellas County solid waste dumping fees. Budget increase based on FY12 expenditures and FY 2013 experience to date.
3420	Waste Disposal	200,000	
3422	Curbside Recycling	73,500	Residential curbside recycling contract. Budget increase based on current contract expiring in December 2013 and anticipated cost increase thereafter.
3423	Recycling Material Disposal	24,000	Recycling services for brush disposal, bulk-item recycling and City Hall recycling container. Budget decrease based on FY 2012 expenditures and current year experience.
3600	Administrative Services	127,300	General Fund costs for support services provided to enterprise funds; allocated based on number of FTEs
4110	Cellular Telephone	700	Cell phone service contract with Verizon Wireless
4202	Postage - Utility Bills	9,000	Pinellas County utility billing postage fees
4400	Rentals and Leases	10,800	Rental of public works storage facility approved by BOC in August 2013
4500	General Insurance	16,700	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
4640	Maint Other Equipment	500	Maintenance of dumpsters as necessary. Budget reduction based on prior year expenditures and current year experience.
4680	Maintenance Tires	12,000	Sanitation vehicle tire maintenance
4700	Printing & Reproduction	-	
5200	Uniforms	2,700	Sanitation worker uniforms and work shirts
5210	Departmental Supplies	36,000	Cleaning supplies, gloves, trash bags, barrels, dumpster replacements
5220	Gasoline & Oil	60,000	Fuel expenditures for sanitation vehicles. City anticipates minimal increase in fuel expenditures after contracting for fuel service rather than purchasing and maintaining inventory.
5230	Tools	200	Miscellaneous hand tools as necessary
5420	Dues & Subscriptions	300	Solid Waste Association of North America (SWANA) membership
	Subtotal Operating	661,700	

**SANITATION FUND (402.7000)**

<b>CODE</b>	<b>ACCOUNT TITLE</b>	<b>FY 2014 ADOPTED</b>	<b>DESCRIPTION</b>
	<b>CAPITAL:</b>		
6400	Capital Equipment	-	
	Subtotal Capital Outlay	-	
	<b>OTHER:</b>		
9900	Contingency	-	
9911	Transfer to CIP Fund	-	
	Subtotal Other	-	
	<b>TOTAL SANITATION</b>	<b>\$1,089,600</b>	

# SANITATION FUND

## POSITION COUNTS (FTE)

	FY 2011	FY 2012	FY 2013	FY 2014
Central Services Director	0	0	0.2	0.25
Administrative Assistant	0	0	0	0.25
Field Operations Manager	0	0	0	0.5
Sanitation Supervisor	1	1	1	0
Sanitation Worker II (Driver)	3	4	3	3
Sanitation Worker I	5	4	3	3
<b>Total Funded Positions</b>	<b>9</b>	<b>9</b>	<b>7.2</b>	<b>7</b>

## FY 2014 POSITION CHANGES SUMMARY

The Administrative Assistant to the Central Services Director is now allocated across the same departments and funds as the Central Services Director. This position has been transferred from the City Manager's Office. The Field Operations Manager position has been added to assist the Central Services Director in the management of day-to-day field activities. The Field Operations Manager will serve as the primary manager of the stormwater and sanitation crews, and the personnel costs for the position are allocated accordingly. This position replaces the vacant Sanitation Supervisor position.



# STORMWATER FUND

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	38,400	49,207	122,200	129,822	212,900
OPERATING	73,016	81,445	94,000	170,934	158,600
CAPITAL	25,359	-	-	230,929	600,000
OTHER	-	-	110,000	-	-
<b>TOTAL</b>	<b>\$136,775</b>	<b>\$130,652</b>	<b>\$326,200</b>	<b>\$531,685</b>	<b>\$971,500</b>
<u>FUNDING SOURCE:</u>					
STORMWATER FUND	\$136,775	\$130,652	\$326,200	\$531,685	\$971,500

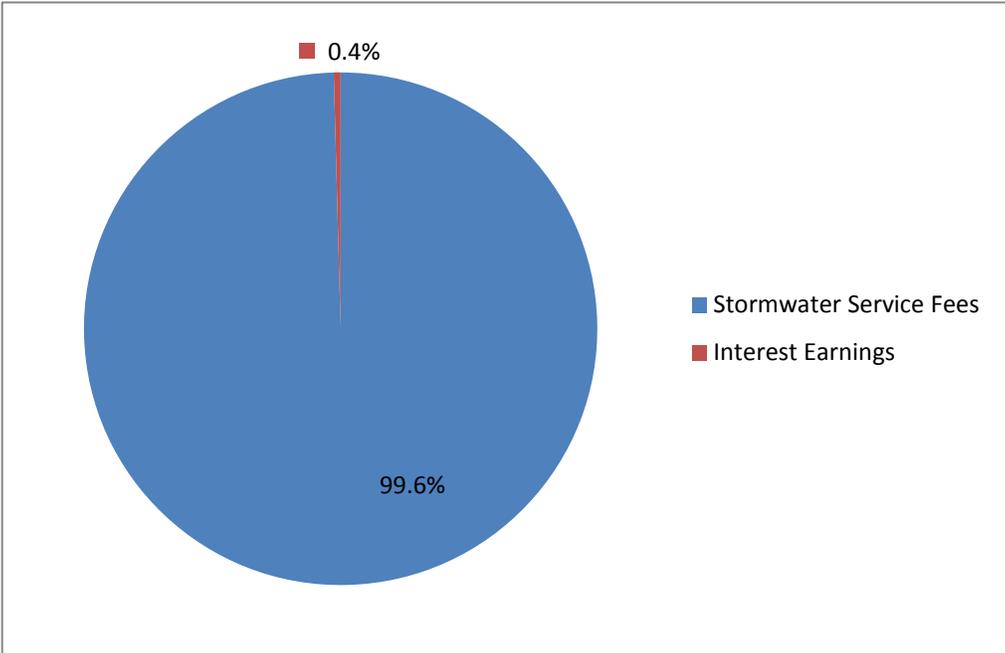
## MISSION

The Stormwater Fund accounts for all activities pertaining to the construction, maintenance and repair of the City's stormwater management system. The City initiated a significant investment in its stormwater infrastructure in FY 2012, beginning with a master plan documenting the condition of all outfalls and drainage systems. Funding is provided in FY 2014 to implement several recommendations provided in the master plan.

# STORMWATER FUND

## FUNDING SOURCES

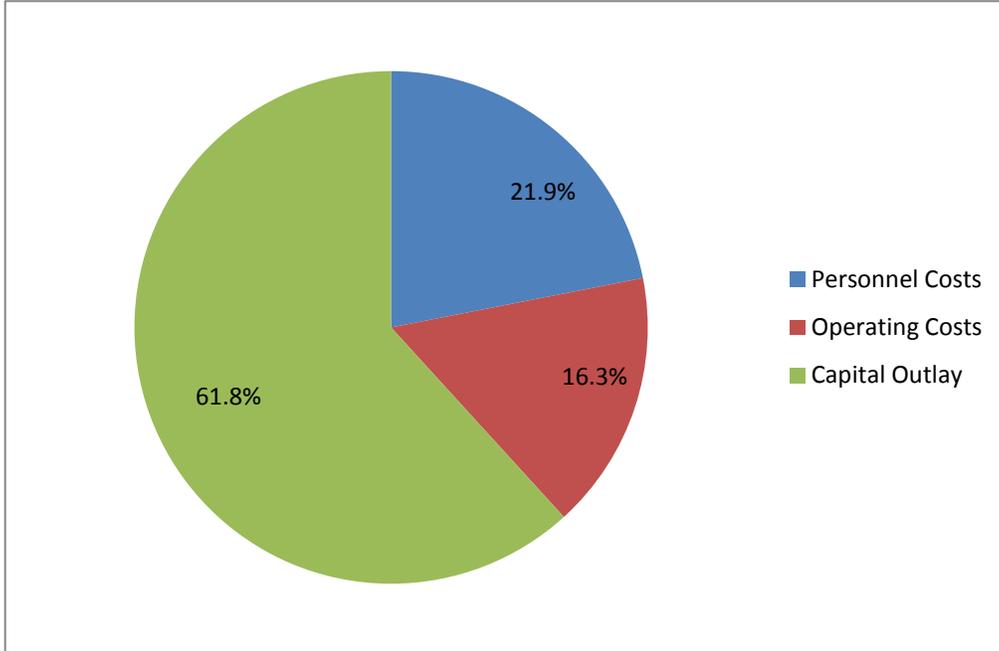
Stormwater Service Fees	99.6%	350,000
Interest Earnings	0.4%	1,500
<b>Total Funding Sources</b>	<b>100.00%</b>	<b>\$351,500</b>



# STORMWATER FUND

## APPROPRIATIONS

Personnel Costs	21.9%	212,900
Operating Costs	16.3%	158,600
Capital Outlay	61.8%	600,000
<b>Total Appropriations</b>	<b>100.00%</b>	<b>\$971,500</b>



## STORMWATER FUND BALANCE AND REVENUE

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
	Beginning cash balance	\$ 879,754	\$ 1,119,479	\$ 1,303,900	\$ 1,326,300	\$ 1,165,600	-12.12%
	<b>REVENUE</b>						
343.700	Stormwater Service	374,916	335,950	370,000	370,000	350,000	-5.41%
361.100	Interest Earnings	1,584	1,567	1,000	1,000	1,500	50.00%
	Total revenue	\$ 376,500	\$ 337,517	\$ 371,000	\$ 371,000	\$ 351,500	-5.26%
	Total expenditures	\$ 136,775	\$ 130,652	\$ 326,200	\$ 531,685	\$ 971,500	82.72%
	<b>Available cash balance</b>	<b>\$ 1,119,479</b>	<b>\$ 1,326,344</b>	<b>\$ 1,348,700</b>	<b>\$ 1,165,615</b>	<b>\$ 545,600</b>	<b>-53.19%</b>

## STORMWATER FUND (404.9200)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
<b>PERSONNEL:</b>							
1200	Salaries & Wages	23,942	30,585	82,000	89,126	143,300	60.78%
1400	Overtime	1,863	3,643	2,000	2,000	4,000	100.00%
2100	Social Security	2,134	1,897	6,300	6,300	11,000	74.60%
2203	ICMA 401(a) Plan	2,290	2,130	7,400	7,400	13,000	75.68%
2300	Group Insurance	6,335	3,978	17,500	17,500	26,700	52.57%
2400	Worker's Compensation	1,836	1,474	7,000	6,671	14,900	123.35%
2500	Unemployment Compensation		5,500	-	825	-	-100.00%
	Subtotal Personnel	38,400	49,207	122,200	129,822	212,900	63.99%
<b>OPERATING:</b>							
3100	Professional Services	7,570	6,673	10,000	89,434	25,000	-72.05%
3400	Contractual Services	-	-	-	-	7,500	
3405	Temporary Services	-	560	-	-	-	
3407	Street Sweeping Contract	1,224	7,037	9,800	9,800	12,500	27.55%
3600	Administrative Services	13,351	13,351	13,500	13,500	54,600	304.44%
4000	Travel and Training	746	1,161	800	800	1,200	50.00%
4110	Cellular Telephone	260	190	300	300	1,200	300.00%
4202	Postage - Utility Bills	8,181	8,146	9,000	9,000	9,000	0.00%
4313	Water Service - Pump Station	58	81	100	100	100	0.00%
4334	Electric - Pump Station	933	868	1,100	1,100	1,100	0.00%
4400	Rentals and Leases	540	540	500	500	10,500	2000.00%
4500	General Insurance	13,180	14,173	16,800	16,800	16,200	-3.57%

## STORMWATER FUND (404.9200)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
4600	Maint Auto Equipment	213	383	300	300	300	0.00%
4640	Maint Other Equipment	171	267	500	500	500	0.00%
4650	Maintenance Streets	900	-	1,500	1,500	1,500	0.00%
4661	Maint - Storm Drains	20,720	8,496	23,000	20,500	10,000	-51.22%
4680	Maintenance Tires	342	457	500	500	500	0.00%
4700	Printing & Reproduction	154	-	200	200	-	-100.00%
4900	Other Current Charges	-	13,339	-	-	-	
4920	Licenses & Permits	185	181	200	200	200	0.00%
5100	Office Supplies	89	58	100	100	-	-100.00%
5200	Uniforms	309	242	400	400	500	25.00%
5210	Departmental Supplies	839	684	600	600	600	0.00%
5220	Gasoline & Oil	2,793	3,548	4,200	4,200	4,400	4.76%
5230	Tools	233	194	200	200	200	0.00%
5420	Dues & Subscriptions	25	816	400	400	1,000	150.00%
	Subtotal Operating	73,016	81,445	94,000	170,934	158,600	-7.22%
	<b>CAPITAL:</b>						
6300	Capital Improvements	-	-	-	230,929	-	-100.00%
6320	Stormwater Drainage & Roadway Improvements	-	-	-	-	600,000	
6400	Capital Equipment	25,359	-	-	-	-	
	Subtotal Capital Outlay	25,359	-	-	230,929	600,000	159.82%
	<b>OTHER:</b>						
9900	Contingency	-	-	10,000	-	-	
9911	Transfer to CIP Fund	-	-	100,000	-	-	
	Subtotal Other	-	-	110,000	-	-	
	<b>TOTAL STORMWATER</b>	<b>\$136,775</b>	<b>\$130,652</b>	<b>\$326,200</b>	<b>\$531,685</b>	<b>\$971,500</b>	<b>82.72%</b>

## STORMWATER FUND (404.9200)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>			
1200	Salaries & Wages	143,300	Wages for stormwater employees, including 3.5% increases
			Authorized overtime for stormwater staff. Budget increase based on FY
1400	Overtime	4,000	2012 expenditures.
2100	Social Security	11,000	FICA contributions at 7.65% of salary
2203	ICMA 401(a) Plan	13,000	City's contribution to staff retirement at 9% of salary
			Medical, dental, life and long-term disability coverage for full-time
2300	Group Insurance	26,700	employees, including estimated 10% health insurance premium increase
2400	Worker's Compensation	14,900	Worker's compensation insurance costs for stormwater staff
	Subtotal Personnel	212,900	
<b>OPERATING:</b>			
			Stormwater rate consultant study (\$15,000); NPDES annual reporting
3100	Professional Services	25,000	(\$10,000)
3400	Contractual Services	7,500	Palm tree and debris maintenance contract
3405	Temporary Services	-	
			Street sweeping services provided by contract. Budget increase based on
3407	Street Sweeping Contract	12,500	anticipated cost increase upon expiration of current agreement.
			General Fund costs for support services provided to enterprise funds;
3600	Administrative Services	54,600	allocated based on number of FTEs
4000	Travel and Training	1,200	Florida Stormwater Association conference registration and travel
4110	Cellular Telephone	1,200	Cell phone service contract with Verizon Wireless
4202	Postage - Utility Bills	9,000	Pinellas County utility billing postage fees
4313	Water Service - Pump Station	100	Water service for stormwater pump station
4334	Electric - Pump Station	1,100	Electrical service for stormwater pump station
			Monthly welding equipment rental (\$600) and rental of public works storage
4400	Rentals and Leases	10,500	facility approved by BOC in August 2013 (\$9,900)
			Estimated property and flood insurance premiums for the City's stormwater
4500	General Insurance	16,200	pump station, based on quoted increase estimates. Also includes auto liability and physical damage policy for stormwater vehicles.

## STORMWATER FUND (404.9200)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
4600	Maint Auto Equipment	300	General maintenance and upkeep as necessary of stormwater staff vehicles
4640	Maint Other Equipment	500	Maintenance of generator, equipment, pumps as needed
4650	Maintenance Streets	1,500	Patching of roadways and repair of streets as necessary
			Minor maintenance of storm drains as necessary. Budget reduction based on stormwater outfall cleaning bid approved by BOC in third quarter FY 2013 and ongoing capital improvement efforts.
4661	Maint - Storm Drains	10,000	
4680	Maintenance Tires	500	Tire service and replacement as needed
4700	Printing & Reproduction	-	
			Pinellas County National Pollutant Discharge Elimination System (NPDES) permit fees
4920	Licenses & Permits	200	
5100	Office Supplies	-	
5200	Uniforms	500	Uniform purchases and work shirts as needed
5210	Departmental Supplies	600	Gloves, rags, chemicals, soaps, etc. as needed
			Fuel expenditures for stormwater vehicles. Budget increase based on FY 2013 experience.
5220	Gasoline & Oil	4,400	
5230	Tools	200	Miscellaneous hand tools as needed
			Florida Stormwater Association dues; Florida Water and Pollution Control dues
5420	Dues & Subscriptions	1,000	
	Subtotal Operating	<u>158,600</u>	
	<b>CAPITAL:</b>		
6300	Capital Improvements	-	
6320	Stormwater Drainage & Roadway Improvements	600,000	Construction budget for streets and stormwater project
6400	Capital Equipment	-	
	Subtotal Capital Outlay	<u>600,000</u>	
	<b>OTHER:</b>		
9900	Contingency	-	
9911	Transfer to CIP Fund	-	
	Subtotal Other	<u>-</u>	
	<b>TOTAL STORMWATER</b>	<b><u>971,500</u></b>	

## STORMWATER FUND

### POSITION COUNTS (FTE)

	FY 2011	FY 2012	FY 2013	FY 2014
Central Services Director	0	0	0.2	0.25
Administrative Assistant	0	0	0	0.25
Field Operations Manager	0	0	0	0.5
Public Works Supervisor	0	0	1	1
Public Works Technician	1	1	1	1
<b>Total Funded Positions</b>	<b>1</b>	<b>1</b>	<b>2.2</b>	<b>3</b>

### FY 2014 POSITION CHANGES SUMMARY

The Administrative Assistant to the Central Services Director is now allocated across the same departments and funds as the Central Services Director. This position has been transferred from the City Manager's Office. The Field Operations Manager position has been added to assist the Central Services Director in the management of day-to-day field activities. The Field Operations Manager will serve as the primary manager of the stormwater and sanitation crews, and the personnel costs for the position are allocated accordingly.



# MARINA FUND

## SUMMARY

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED
<u>EXPENDITURES:</u>					
PERSONNEL	185,342	203,940	145,000	153,511	189,600
OPERATING	1,052,680	1,393,669	1,210,400	1,474,326	1,348,600
DEBT SERVICE	-	23,300	23,300	23,300	29,000
CAPITAL	478,262	-	-	-	2,000
OTHER	-	-	-	-	5,000
<b>TOTAL</b>	<b>\$1,716,284</b>	<b>\$1,620,909</b>	<b>\$1,378,700</b>	<b>\$1,651,137</b>	<b>\$1,574,200</b>
<u>FUNDING SOURCE:</u>					
MARINA FUND	\$1,716,284	\$1,620,909	\$1,378,700	\$1,651,137	\$1,574,200

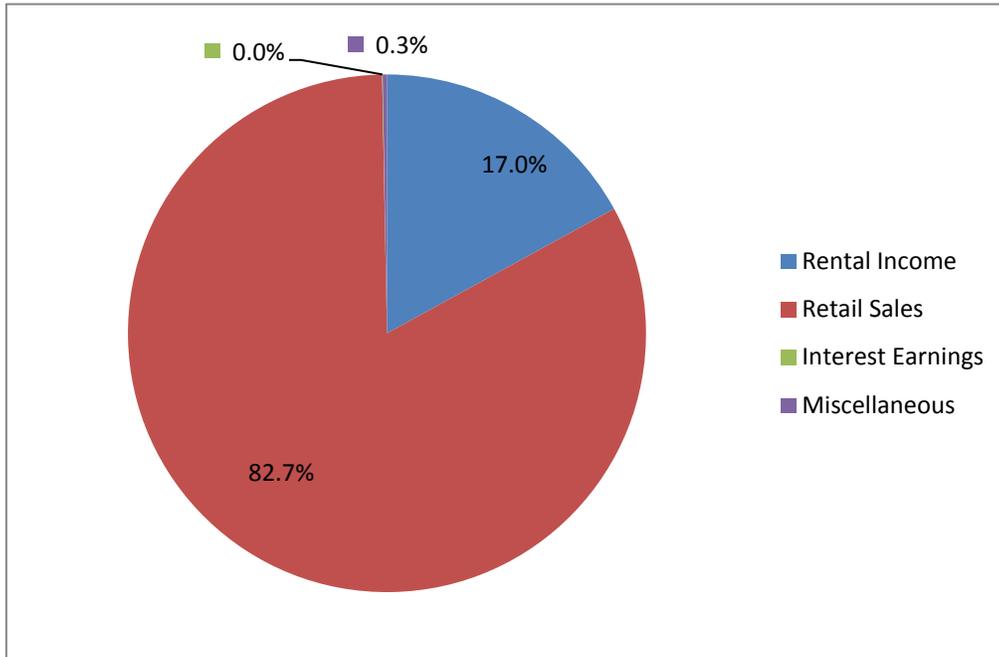
## MISSION

The Marina Fund accounts for the personnel and operating costs associated with the City's marina facility and store. The municipal marina is located on Boca Ciega Bay, providing convenient access to the Gulf of Mexico through John's Pass. The marina features 65 wet slips and 70 dry slips available for lease by patrons. The Madeira Beach Ship Store, located at the marina, sells live and frozen bait, tackle, snack food, beverages, propane fuel, unleaded and diesel fuel and various items for the convenience of boaters. The facility focuses on service, cleanliness and safety. Renovations at the Ship Store were completed in FY 2011.

# MARINA FUND

## FUNDING SOURCES

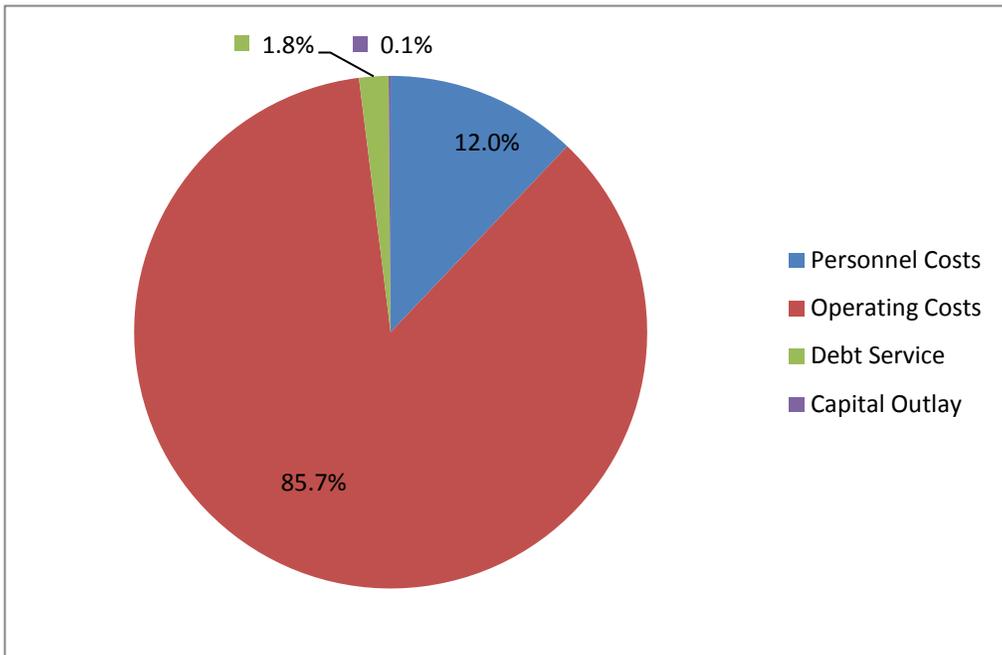
Rental Income	17.0%	270,000
Retail Sales	82.7%	1,312,000
Interest Earnings	0.0%	500
Miscellaneous	0.3%	4,200
<b>Total Funding Sources</b>	<b>100.00%</b>	<b>\$1,586,700</b>



# MARINA FUND

## APPROPRIATIONS

Personnel Costs	12.0%	189,600
Operating Costs	85.7%	1,348,600
Debt Service	1.8%	29,000
Capital Outlay	0.1%	2,000
Contingency	0.3%	5,000
<b>Total Appropriations</b>	<b>100.00%</b>	<b>\$1,574,200</b>



## MARINA FUND BALANCE AND REVENUE

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	PERCENT CHANGE
	Beginning cash balance	\$ 588,250	\$ 103,137	\$ 155,900	\$ 137,400	\$ 223,900	62.95%
<b>REVENUE</b>							
347.520	Dry Storage Fees	54,663	64,643	60,000	60,000	65,000	8.33%
347.521	Transient Rentals	39,533	36,477	35,000	35,000	30,000	-14.29%
347.530	Unleaded Fuel Sales	627,686	865,947	730,000	960,000	810,000	-15.63%
347.531	Propane Sales	11,787	9,129	15,200	15,200	12,000	-21.05%
347.532	Diesel Sales	86,377	104,864	110,000	110,000	110,000	0.00%
347.533	Diesel Commercial	171,480	241,871	180,000	180,000	240,000	33.33%
347.534	Propane - Exempt	227	56	-	-	-	
347.551	Store Sales - Exempt	2,354	3,789	4,000	44,000	3,000	-93.18%
347.552	Store Sales - Taxable	91,994	147,083	115,000	155,000	135,000	-12.90%
347.553	Special Marine Orders	3,760	2,978	3,600	3,600	2,000	-44.44%
347.580	Marina Wet Slip Rentals	133,603	167,294	170,000	170,000	175,000	2.94%
347.581	ATM Service Charge	-	84	-	-	-	
361.100	Interest Earnings	(950)	(955)	500	500	500	0.00%
369.369	Miscellaneous Revenues	2,932	4,752	-	-	-	
369.377	Commission - Laundry Equip	219	416	200	200	200	0.00%
369.381	Sales Tax Collection Allowance	74	(246)	100	100	-	-100.00%
369.384	Boat Ramp Fees	5,432	6,947	4,000	4,000	4,000	0.00%
	<b>Total revenue</b>	<b>\$ 1,231,171</b>	<b>\$ 1,655,129</b>	<b>\$ 1,427,600</b>	<b>\$ 1,737,600</b>	<b>\$ 1,586,700</b>	<b>-8.68%</b>
	<b>Total expenditures</b>	<b>\$ 1,716,284</b>	<b>\$ 1,620,909</b>	<b>\$ 1,378,700</b>	<b>\$ 1,651,137</b>	<b>\$ 1,574,200</b>	<b>-4.66%</b>
	<b>Available cash balance</b>	<b>\$ 103,137</b>	<b>\$ 137,357</b>	<b>\$ 204,800</b>	<b>\$ 223,863</b>	<b>\$ 236,400</b>	<b>5.60%</b>

## MARINA FUND (405.9300)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	FY 2013 TO FY2014
<b>PERSONNEL:</b>							
1200	Salaries & Wages	131,333	149,171	92,600	101,346	121,200	19.59%
1400	Overtime	9,710	5,559	6,000	6,000	8,000	33.33%
2100	Social Security	10,200	11,138	7,100	7,100	9,400	32.39%
2203	ICMA 401(a) Plan	8,105	11,261	8,300	8,300	11,000	32.53%
2300	Group Insurance	22,453	23,714	26,000	26,000	31,700	21.92%
2400	Worker's Compensation	3,541	3,097	5,000	4,765	8,300	74.19%
	Subtotal Personnel	185,342	203,940	145,000	153,511	189,600	23.51%
<b>OPERATING:</b>							
3100	Professional Services	1,977	5,200	2,500	2,500	2,500	0.00%
3400	Contractual Service	915	4,245	5,100	5,100	6,900	35.29%
3600	Administrative Services	83,575	83,575	84,500	84,500	65,500	-22.49%
4000	Travel and Training	1,448	1,394	1,400	1,400	1,400	0.00%
4100	Telephone	2,553	1,907	2,400	2,400	4,200	75.00%
4110	Cellular Phone	914	770	1,000	1,000	800	-20.00%
4200	Postage	448	584	600	600	600	0.00%
4300	Utilities - Water service	6,582	8,983	7,200	7,200	9,200	27.78%
4331	Electric - Buildings	7,436	10,635	10,500	10,500	11,200	6.67%
4335	Electric - Docks	18,816	18,300	19,600	19,600	19,600	0.00%
4400	Rentals and Leases	4,932	449	800	800	2,500	212.50%
4402	Submerged Land Lease	2,457	2,439	2,400	2,400	3,300	37.50%
4500	General Insurance	10,945	10,759	13,100	6,024	12,900	114.14%
4600	Maintenance - Auto Equip.	97	605	300	300	300	0.00%
4610	Maintenance - Building	2,455	1,245	1,800	1,800	1,800	0.00%
4620	Maintenance - Grounds	3,684	405	4,000	4,000	4,000	0.00%
4640	Maint Other Equipment	2,489	3,330	2,500	2,500	2,500	0.00%
4692	Marina Maintenance	13,510	12,283	10,000	10,000	10,000	0.00%
4700	Print & Reproduction	165	-	200	200	200	0.00%

## MARINA FUND (405.9300)

CODE	ACCOUNT TITLE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 ADOPTED	FY 2013 TO FY2014
4800	Promotions & Public Relations	9,809	14,754	12,000	12,000	15,000	25.00%
4803	Boat Parade	-	-	-	-	5,000	
4920	Licenses & Permits	4,049	913	1,000	1,000	1,000	0.00%
4930	Bank Service Charges	16,228	20,365	15,000	15,000	25,000	66.67%
4960	Bad Debt Expense	2,598	3,555	-	-	4,000	
5100	Office Supplies	637	1,176	800	800	1,000	25.00%
5200	Uniforms	778	661	1,000	1,000	1,000	0.00%
5210	Departmental Supplies	7,366	7,400	5,500	5,500	5,000	-9.09%
5220	Gasoline & Oil	250	858	900	900	900	0.00%
5230	Tools	490	172	800	800	800	0.00%
5270	Fuel Purchases - Resale	757,100	1,038,519	900,000	1,100,000	1,000,000	-9.09%
5271	Store Purchases - Resale	77,679	130,494	90,000	161,002	120,000	-25.47%
5272	Propane Purchases - Resale	9,968	7,329	13,000	13,000	10,000	-23.08%
5420	Dues & Subscriptions	330	365	500	500	500	0.00%
	Subtotal Operating	1,052,680	1,393,669	1,210,400	1,474,326	1,348,600	-8.53%
	<b>DEBT SERVICE:</b>						
7100	General Fund Project - Principal	-	19,400	19,400	19,400	22,500	15.98%
7200	General Fund Project - Interest	-	3,900	3,900	3,900	6,500	66.67%
	Subtotal Debt Service	-	23,300	23,300	23,300	29,000	24.46%
	<b>CAPITAL:</b>						
6200	Buildings	471,520	-	-	-	-	
6300	Capital Improvements	6,742	-	-	-	-	
6400	Capital Equipment	-	-	-	-	2,000	
	Subtotal Capital Outlay	478,262	-	-	-	2,000	
	<b>OTHER:</b>						
9900	Contingency	-	-	-	-	5,000	
	Subtotal Other	-	-	-	-	5,000	
	<b>TOTAL MARINA</b>	<b>\$1,716,284</b>	<b>\$1,620,909</b>	<b>\$1,378,700</b>	<b>\$1,651,137</b>	<b>\$1,574,200</b>	<b>-4.66%</b>

## MARINA FUND (405.9300)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
<b>PERSONNEL:</b>			
1200	Salaries & Wages	121,200	Wages for marina employees, including two reclassifications and pay grade increases
1400	Overtime	8,000	Authorized overtime for special events such as King of the Beach
2100	Social Security	9,400	FICA contributions at 7.65% of salary
2203	ICMA 401(a) Plan	11,000	City's contribution to staff retirement at 9% of salary
2300	Group Insurance	31,700	Medical, dental, life and long-term disability coverage for full-time employees, including estimated 10% health insurance premium increase
2400	Worker's Compensation	8,300	Worker's compensation insurance costs for marina staff
	Subtotal Personnel	189,600	
<b>OPERATING:</b>			
3100	Professional Services	2,500	Professional engineering services as needed. BOC approved Deuel and Associates as contractual engineer in third quarter FY 2013.
3400	Contractual Service	6,900	Cleaning and janitorial service (\$6,400). Budget reduction based on contract approved by BOC in third quarter FY 2013. Pest control service (\$500)
3600	Administrative Services	65,500	General Fund costs for support services provided to enterprise funds; allocated based on number of FTEs
4000	Travel and Training	1,400	Registration and travel costs for Central Services Director to attend relevant training programs
4100	Telephone	4,200	Telephone, cable and internet services at the Marina Ship Store. Budget increase due to merging Public Works phone systems with Marina.
4110	Cellular Phone	800	Cell phone service contract with Verizon Wireless
4200	Postage	600	Miscellaneous correspondence costs
4300	Utilities - Water service	9,200	Pinellas County Utility fees. Budget increase based on FY 2012 expenditures and FY 2013 experience to date.
4331	Electric - Buildings	11,200	Electricity costs for fuel dock, charter boat slips and Ship Store. Budget reflects 5% Duke Energy rate increase as of January 2013.
4335	Electric - Docks	19,600	Electricity costs for A and B docks
4400	Rentals and Leases	2,500	Rental of ice machine (\$2,000) and emergency equipment as necessary
4402	Submerged Land Lease	3,300	Florida Department of Environmental Protection (FDEP) submerged land lease for fuel dock and wet slips
4500	General Insurance	12,900	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	Repair and upkeep of the Ship Store facility
4620	Maintenance - Grounds	4,000	Mulch, rock, fencing, etc. as needed for upkeep of the Ship Store facility
4640	Maint Other Equipment	2,500	Maintenance of lawn equipment, bait tank, other miscellaneous items as needed
4692	Marina Maintenance	10,000	Repair and maintenance of fuel pumps, docks, water lines, electrical repairs, etc.
4700	Print & Reproduction	200	Miscellaneous printed materials including business cards, signs, flyers, etc.

## MARINA FUND (405.9300)

CODE	ACCOUNT TITLE	FY 2014 ADOPTED	DESCRIPTION
4800	Promotions & Public Relations	15,000	Advertisements, fishing tournament expenditures, public events. Budget increase is based on anticipated efforts to expand community outreach.
4803	Boat Parade	5,000	Anticipated boat parade expenses, previously budgeted in the City Clerk/Commission Department
4920	Licenses & Permits	1,000	State licenses required by Florida Department of Agriculture and Florida Fish and Wildlife Conservation Commission
4930	Bank Service Charges	25,000	Interchange fees for processing credit card payments
4960	Bad Debt Expense	4,000	Anticipated uncollectible accounts receivable, based on prior year history
5100	Office Supplies	1,000	Miscellaneous office supplies as needed
5200	Uniforms	1,000	Uniforms for marina employees
5210	Departmental Supplies	5,000	Point of sale-system expenses, drinking water, computer equipment and other miscellaneous items associated with marina operations. Budget reduction based on cleaning contractor purchasing all paper supplies.
5220	Gasoline & Oil	900	Fuel for Central Services Director's truck
5230	Tools	800	Dock and plumbing equipment as needed
5270	Fuel Purchases - Resale	1,000,000	Fuel purchased for re-sale to the public. Budget is based on prior year history and anticipated fuel cost increases. Associated revenue assumes 16% markup return, based on FY 2012 experience.
5271	Store Purchases - Resale	120,000	Inventory items for re-sale at the Ship Store. Budget is based on prior year history. Associated revenue assumes 15% markup return, based on FY 2012 experience.
5272	Propane Purchases - Resale	10,000	Propane purchased for re-sale at the Ship Store. Budget decrease is based on declining sales of propane. Associated revenue assumes 25% markup return, based on FY 2012 experience.
5420	Dues & Subscriptions	500	Association of Marina Industries membership
	Subtotal Operating	<u>1,348,600</u>	
	<b>DEBT SERVICE:</b>		
7100	General Fund Project - Principal	22,500	Repayment of General Fund loan for construction of the Ship Store (20 years, 1.5%)
7200	General Fund Project - Interest	6,500	Repayment of General Fund loan for construction of the Ship Store (20 years, 1.5%)
	Subtotal Debt Service	<u>29,000</u>	
	<b>CAPITAL:</b>		
6400	Capital Equipment	2,000	Point of sale system computer upgrade
	Subtotal Capital Outlay	<u>2,000</u>	
	<b>OTHER:</b>		
9900	Contingency	5,000	Ship store miscellaneous engineering, design, maintenance, etc. as needed
	Subtotal Other	<u>5,000</u>	
	<b>TOTAL MARINA</b>	<b><u>\$1,574,200</u></b>	

## MARINA FUND

### POSITION COUNTS (FTE)

	FY 2011	FY 2012	FY 2013	FY 2014
Central Services Director	0	0	0.3	0.3
Administrative Assistant	0	0	0	0.3
Marina Director	1	1	0	0
Marina Supervisor	0	0	0	1
Marina Assistant	2	2	2	2
Marina Attendant (Full-time)	0	0	0	0
Marina Attendant (Part-time)	0.5	0.5	1	0
<b>Total Funded Positions</b>	<b>3.5</b>	<b>3.5</b>	<b>3.3</b>	<b>3.6</b>

### FY 2014 POSITION CHANGES SUMMARY

The Administrative Assistant to the Central Services Director is now allocated across the same departments and funds as the Central Services Director. This position has been transferred from the City Manager's Office. One Marina Assistant has been reclassified to a Marina Supervisor, and the Marina Attendant has been reclassified to Marina Assistant. The Marina Assistant positions have been increased from pay grade 3 to pay grade 4, with corresponding salary increases.





## **FY 2014 – FY 2018 Cash Balance Projections and Capital Improvement Program (CIP)**

### *Cash Balance Projections: Financial Update*

The City of Madeira Beach introduced a modified version of its Capital Improvement Program (CIP) into the annual budget document in FY 2013 to include five-year projections. As the City begins to make several significant investments throughout the community, emphasis must be placed not only on the annual operating budget but also the City's long-term financial condition. The Board of Commissioners (BOC) and City Administration recognize the need to utilize fund balance to make many of the planned investments outlined in the FY 2014 – 2018 CIP. The City is fortunate to have built adequate reserves to fund several projects with cash on hand.

However, cash reserves are not sufficient to fund all projects identified in the CIP. The City is proceeding with plans to bond for the municipal complex reconstruction project. Annual debt service for the project will extend over 30 years. The City intends to utilize proceeds from the sale of the sanitary sewer system, totaling \$3.34M, to minimize the debt service obligation. As of August 2013, the estimated cost for the project increased to approximately \$9.9M. Meanwhile, bond yields increased significantly since the first financial plan was presented for the project in March 2013. The FY 2014 budget includes a total of \$5.9M in cash contributions and \$4M in bond proceeds for the project in order to maintain average annual debt service at staff's recommended level of approximately \$300,000.

The utility undergrounding project along Gulf Blvd. as originally outlined in the City Manager's proposed budget has been removed. The revised budget provides funding levels for miscellaneous Gulf Blvd. improvements to match Pinellas County's pledged contribution total. Staff anticipates funding bus shelter improvements in FY 2014, while future years may include undergrounding of east-west utility lines, street light improvements, or other miscellaneous beautification enhancements.

The stormwater drainage and roadway improvement project is another key investment that will require a long-term financing approach. Funding is currently provided in the CIP to begin engineering services on the first phase of this project in the fourth quarter of FY 2013. The second phase of engineering services will take place in FY 2014. The FY 2014 budget includes \$1M for construction, followed by an additional \$900K in FY 2015. Funding is provided by a combination of Local Option Sales Tax fund balance and Stormwater fund balance. Any additional funding above the current proposal would likely require long-term borrowing supported by rate increases to offset additional debt service.

The City will begin to identify new revenues to sustain these capital investments over the long term. City Administration recommends a three-tiered approach to generate new revenue sources, impacting various users of city services:

1. Parking meter rate increase

New pay stations were purchased in FY 2013 and the City now accepts credit card payments for parking. The current rate of \$1/hour is below the rate charged by many other Pinellas County beach communities. The City will evaluate its options to increase this rate to help increase General Fund revenue. This fee is borne by non-residents only, as Madeira Beach residents continue to receive free parking throughout the City.

2. Stormwater rate increase

The City's stormwater system requires significant re-investment and the stormwater fund can support many of the identified improvements with cash on hand. However, these improvements may extend over many years and as the City begins to implement a more comprehensive stormwater management program, creating net excess revenue may require fee increases. The current rate of \$5/month was last increased in FY 2005.

3. Millage rate increase

As property values begin to rise, a millage rate increase would provide needed support to the General Fund to help finance annual operations while various significant capital investments are taking place. While limited by State property tax reforms, the City will evaluate its options to gradually increase tax rates. The current rate of 1.7900 is the third-lowest municipal rate in Pinellas County, behind the Town of North Redington Beach and City of South Pasadena.

The annual budget and CIP do not assume new revenue created by any of these approaches. If any options are approved, staff will analyze projected new revenues and update the cash balance projections accordingly throughout the year. The BOC will be presented with new information as the funding status of any capital project changes.

### *Capital Improvement Program: Overview*

The Capital Improvement Program (CIP) integrates the Comprehensive Annual Financial Report (CAFR) into the budget by linking year-end audited statements with long-term plans. The CIP is a summary of all projects and vehicle replacements currently scheduled over the next five years. The primary goal is to provide a more clear and concise management tool to the Board of Commissioners (BOC), public and staff. Cash balance projections are included for each fund to help guide decision making in regards to capital investment. The CIP includes any project with total costs estimated at \$25,000 or more, and all vehicle replacements.

Each fund begins with available balance as identified in the CAFR, which is derived from various classifications illustrated in the following table. Available balances in the General Fund, for example, include both unassigned balance and assigned balance for sewer system proceeds. The Local Option Sales Tax Fund balance is entirely restricted by state law. This fund may only be used to finance capital expenditures and infrastructure improvements. 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. The following table illustrates each of these classifications and provides ending balances for the prior year. Each fund's available balance is supported with anticipated revenue and expenditures for the current year, to reach a projected starting point for the five-year CIP planning period.

**FY 2014 - FY 2018 Capital Improvement Program (CIP)  
Fund Balance by Classification as of 9/30/2012**

	General Fund	Sales Tax Fund	Local Option	Sanitation Fund	Stormwater Fund	Marina Fund	John's Pass Village Fund	Parking Fund
Fund Balance 9/30/2012	\$11,916,555	\$2,226,885		\$1,482,372	\$3,524,267	\$759,542	\$3,775,811	\$375,436
Nonspendable:								
Inventories	\$50,038							
Prepaid Items	\$7,403							
Advance to other funds	\$465,648							
Restricted:			\$2,226,885					
Assigned:								
Encumbrances	\$121,831							
Vehicle replacements	\$517,847							
Compensated absences	\$136,204							
Proceeds from sale of sewer system	\$3,344,706							
Unassigned:	\$7,272,878							
Unrestricted:				\$1,242,071	\$1,326,344	(\$306,171)	\$829,918	\$354,892

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.

## Fund Balance by Classification as of 9/30/2012

**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.

**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.

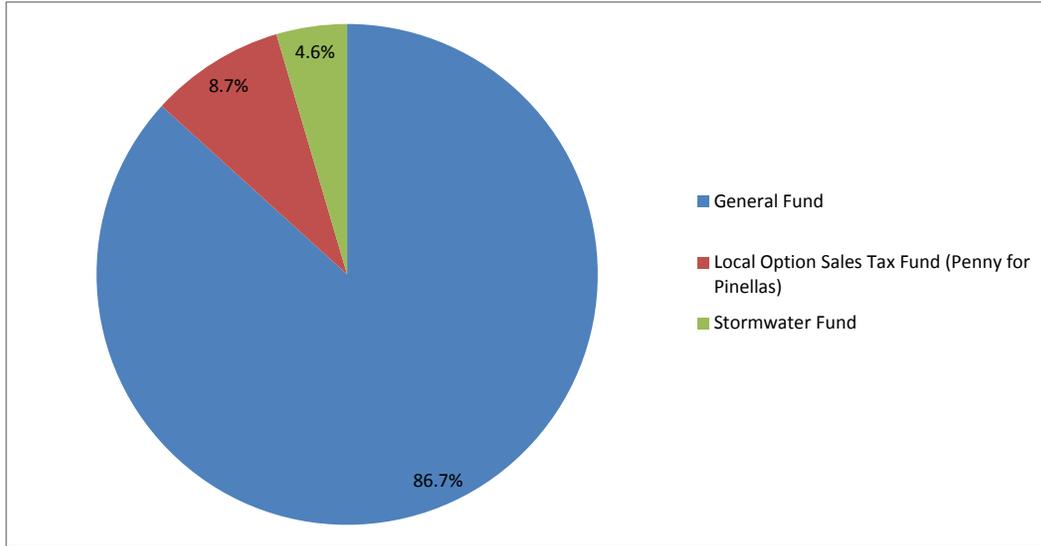
**Assigned** fund balance includes amounts that are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed because they are supported by management's intent rather than a formal action of the Board of Commissioners. Encumbrances 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 reserves one-third of the general fund budget 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 2014, \$1,706,178 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.

## FY 2014 - FY 2018 Capital Improvement Program (CIP)

<u>Fund</u>	<u>Capital Expenditures</u>	
General Fund	86.7%	11,419,800
Local Option Sales Tax Fund (Penny for Pinellas)	8.7%	1,146,000
Stormwater Fund	4.6%	600,000
<b>Total FY 2014 Planned Expenditures</b>	<b>100.0%</b>	<b>\$ 13,165,800</b>



## FY 2014 - FY 2018 Cash Balance Projection General Fund

	FY 13 REVISED	FY 14 BUDGET	FY 15 PROJECTION	FY 16 PROJECTION	FY 17 PROJECTION	FY 18 PROJECTION
<b>Available funding sources:</b>						
Unassigned balance (net of emergency reserve)	5,380,800	4,307,800	2,277,100	2,089,600	1,855,900	1,223,000
Proceeds from sale of sewer system	-	3,344,700	-	-	-	-
Former vehicle replacement fund balance	-	517,800	-	-	-	-
Former John's Pass Village fund balance	-	810,100	-	-	-	-
Former parking fund balance	-	196,700	-	-	-	-
<b>Beginning cash balance</b>	<b>\$ 5,380,800</b>	<b>\$ 9,177,100</b>	<b>\$ 2,277,100</b>	<b>\$ 2,089,600</b>	<b>\$ 1,855,900</b>	<b>\$ 1,223,000</b>
<b>Annual funding sources:</b>						
Operating revenues	5,133,094	5,576,700	5,632,500	5,688,800	5,745,700	5,803,200
Transfer from John's Pass Village fund	75,500	-	-	-	-	-
Bond proceeds, series 2013	-	4,400,000	-	-	-	-
Pinellas Co. Gulf Blvd. improvement funding schedule	-	659,800	329,900	329,900	659,900	659,900
Boating improvement grant award	-	-	322,000	-	-	-
<b>Total annual funding sources</b>	<b>\$ 5,208,594</b>	<b>\$ 10,636,500</b>	<b>\$ 6,284,400</b>	<b>\$ 6,018,700</b>	<b>\$ 6,405,600</b>	<b>\$ 6,463,100</b>
<b>Annual expenditures:</b>						
Operating budget expenditures	5,231,500	5,566,700	5,594,500	5,622,500	5,650,600	5,678,900
Capital projects as scheduled below	1,050,047	11,344,800	329,900	329,900	959,900	659,900
Vehicle replacements as scheduled below	-	75,000	247,500	-	128,000	-
Debt service, series 2013	-	150,000	300,000	300,000	300,000	300,000
Cost of issuance, series 2013	-	400,000	-	-	-	-
<b>Total expenditures</b>	<b>\$ 6,281,547</b>	<b>\$ 17,536,500</b>	<b>\$ 6,471,900</b>	<b>\$ 6,252,400</b>	<b>\$ 7,038,500</b>	<b>\$ 6,638,800</b>
<b>Available cash balance</b>	<b>\$ 4,307,847</b>	<b>\$ 2,277,100</b>	<b>\$ 2,089,600</b>	<b>\$ 1,855,900</b>	<b>\$ 1,223,000</b>	<b>\$ 1,047,300</b>
<i>Available balance as percent of operating budget</i>	<i>62.3%</i>	<i>40.9%</i>	<i>37.4%</i>	<i>33.0%</i>	<i>21.6%</i>	<i>18.4%</i>
<b>Projects:</b>						
Sound system upgrades	15,473					
Fire/EMS SCBA replacements	96,762					
9/11 Memorial	71,634					
Municipal complex reconstruction (cash-funded)	866,178	5,900,000				
Municipal complex reconstruction (bond-funded)	-	4,000,000				
Marina dock construction	-	350,000				
Transient dock construction	-	300,000				
Monument signs	-	125,000				
Electrical installation at Village Blvd. (roll forward)	-	10,000				
Gulf Blvd. improvements	-	659,800	329,900	329,900	659,900	659,900
Marina beautification	-	-			300,000	
Parking lot land acquisition	-	-				
Marina high and dry facility	-	-				
		<i>Unfunded</i>				
		<i>Unfunded</i>				
<b>Projects Total</b>	<b>\$ 1,050,047</b>	<b>\$ 11,344,800</b>	<b>\$ 329,900</b>	<b>\$ 329,900</b>	<b>\$ 959,900</b>	<b>\$ 659,900</b>

**FY 2014 - FY 2018 Cash Balance Projection**  
**General Fund**

\_\_\_\_\_ FY 13 REVISED \_\_\_\_\_ FY 14 BUDGET \_\_\_\_\_ FY 15 PROJECTION \_\_\_\_\_ FY 16 PROJECTION \_\_\_\_\_ FY 17 PROJECTION \_\_\_\_\_ FY 18 PROJECTION

	FY 13 REVISED	FY 14 BUDGET	FY 15 PROJECTION	FY 16 PROJECTION	FY 17 PROJECTION	FY 18 PROJECTION
<b>Vehicles:</b>						
2005 Ford F250 (#3)					32,000	
2004 Ford F150 (#5)					32,000	
1997 Ford F250 (#36)			27,500			
1999 Dodge Ram (#90)			27,500			
2009 Ford F250 (#65)					32,000	
2005 Ford F150 (#20)			27,500			
2007 Ford Ranger (#97)			27,500			
1998 Ford Ranger (#98)			27,500			
1991 Ford Van w/ bucket (#39)			80,000			
2009 Ford F350 (#40)					32,000	
2006 Ford F350 (#68)			30,000			
Pump-out boat acquisition		75,000				
<b>Vehicles Total \$</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 247,500</b>	<b>\$ -</b>	<b>\$ 128,000</b>	<b>\$ -</b>
<b>CIP Total \$</b>	<b>\$ 1,050,047</b>	<b>\$ 11,419,800</b>	<b>\$ 577,400</b>	<b>\$ 329,900</b>	<b>\$ 1,087,900</b>	<b>\$ 659,900</b>

**FY 2014 - FY 2018 Cash Balance Projection  
Local Option Sales Tax Fund (Penny for Pinellas)**

	FY 13 REVISED	FY 14 BUDGET	FY 15 PROJECTION	FY 16 PROJECTION	FY 17 PROJECTION	FY 18 PROJECTION
Beginning cash balance	\$ 2,226,800	\$ 886,900	\$ 112,300	\$ 87,400	\$ 62,500	\$ 412,600
Annual funding sources:						
Operating revenues	346,400	371,400	375,100	375,100	375,100	375,100
Total annual funding sources	\$ 346,400	\$ 371,400	\$ 375,100	\$ 375,100	\$ 375,100	\$ 375,100
Annual expenditures:						
Operating budget expenditures	-	-	-	-	-	-
Capital projects as scheduled below	1,661,299	1,106,000	400,000	-	-	-
Vehicle replacements as scheduled below	25,000	40,000	-	400,000	25,000	400,000
Total expenditures	\$ 1,686,299	\$ 1,146,000	\$ 400,000	\$ 400,000	\$ 25,000	\$ 400,000
<b>Available cash balance</b>	<b>\$ 886,901</b>	<b>\$ 112,300</b>	<b>\$ 87,400</b>	<b>\$ 62,500</b>	<b>\$ 412,600</b>	<b>\$ 387,700</b>
<b>Projects:</b>						
Seawall replacement	221,893					
Beach groin rehabilitation (includes roll forward)	249,000	26,000				
Archibald Park rehabilitation	780,406					
Stormwater drainage & roadway improvements, design	180,000	180,000				
Stormwater drainage & roadway improvements, construction		400,000	400,000			
Marina dock construction		500,000				
9/11 memorial project	20,000					
Utility undergrounding evaluation	10,000					
Beach walkover replacements	200,000					
<b>Projects Total</b>	<b>\$ 1,661,299</b>	<b>\$ 1,106,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Vehicles:</b>						
Fire/EMS apparatus extrication equipment	25,000				25,000	
2009 Ford Explorer (#C25)	-					400,000
2004 Pierce Enforcer Fire Engine (#E25)	-			400,000		
1999 Spartan Fire Engine (#P25)	-					
Fire/EMS ALS vehicle acquisition (roll forward)		40,000				
<b>Vehicles Total</b>	<b>\$ 25,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 25,000</b>	<b>\$ 400,000</b>
<b>CIP Total</b>	<b>\$ 1,686,299</b>	<b>\$ 1,146,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 25,000</b>	<b>\$ 400,000</b>

**FY 2014 - FY 2018 Cash Balance Projection**  
**Archibald Fund**

	FY 13 REVISED	FY 14 BUDGET	FY 15 PROJECTION	FY 16 PROJECTION	FY 17 PROJECTION	FY 18 PROJECTION
Beginning cash balance	\$ -	\$ -	\$ 1,700	\$ 3,400	\$ 3,700	\$ 4,000
Annual funding sources:						
Operating revenues	-	141,900	143,300	143,300	144,700	144,700
Total annual funding sources	\$ -	\$ 141,900	\$ 143,300	\$ 143,300	\$ 144,700	\$ 144,700
Annual expenditures:						
Operating budget expenditures	-	140,200	141,600	143,000	144,400	145,800
Capital projects as scheduled below	-	-	-	-	-	-
Vehicle replacements as scheduled below	-	-	-	-	-	-
Total expenditures	\$ -	\$ 140,200	\$ 141,600	\$ 143,000	\$ 144,400	\$ 145,800
<b>Available cash balance</b>	<b>\$ -</b>	<b>\$ 1,700</b>	<b>\$ 3,400</b>	<b>\$ 3,700</b>	<b>\$ 4,000</b>	<b>\$ 2,900</b>
<i>Available balance as percent of operating budget</i>		1.2%	2.4%	2.6%	2.8%	2.0%

**Projects:**

Projects Total \$ - \$ - \$ - \$ - \$ - \$ -

**Vehicles:**

Vehicles Total \$ - \$ - \$ - \$ - \$ - \$ -

CIP Total \$ - \$ - \$ - \$ - \$ - \$ -

## FY 2014 - FY 2018 Cash Balance Projection Sanitation Fund

	FY 13 REVISED	FY 14 BUDGET	FY 15 PROJECTION	FY 16 PROJECTION	FY 17 PROJECTION	FY 18 PROJECTION
Beginning cash balance	\$ 1,242,000	\$ 1,175,100	\$ 1,187,700	\$ 1,054,900	\$ 887,200	\$ 894,600
Annual funding sources:						
Operating revenues	1,087,000	1,102,200	1,107,700	1,118,800	1,130,000	1,141,300
Total annual funding sources	\$ 1,087,000	\$ 1,102,200	\$ 1,107,700	\$ 1,118,800	\$ 1,130,000	\$ 1,141,300
Annual expenditures:						
Operating budget expenditures	1,000,448	1,089,600	1,100,500	1,111,500	1,122,600	1,133,800
Capital projects as scheduled below	-	-	-	-	-	-
Vehicle replacements as scheduled below	153,500	-	140,000	175,000	-	-
Total expenditures	\$ 1,153,948	\$ 1,089,600	\$ 1,240,500	\$ 1,286,500	\$ 1,122,600	\$ 1,133,800
<b>Available cash balance</b>	<b>\$ 1,175,052</b>	<b>\$ 1,187,700</b>	<b>\$ 1,054,900</b>	<b>\$ 887,200</b>	<b>\$ 894,600</b>	<b>\$ 902,100</b>
Available balance as percent of operating budget	117.5%	109.0%	95.9%	79.8%	79.7%	79.6%

**Projects:**

<b>Projects Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Vehicles:</b>						
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			
1997 Ford F250 (#38)	-		30,000			
<b>Vehicles Total</b>	<b>\$ 153,500</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CIP Total</b>	<b>\$ 153,500</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>

**FY 2014 - FY 2018 Cash Balance Projection  
Stormwater Fund**

	FY 13 REVISED	FY 14 BUDGET	FY 15 PROJECTION	FY 16 PROJECTION	FY 17 PROJECTION	FY 18 PROJECTION
Beginning cash balance	\$ 1,326,300	\$ 1,165,600	\$ 545,600	\$ 125,400	\$ 105,000	\$ 84,400
Annual funding sources:						
Operating revenues	371,000	351,500	355,000	358,600	362,200	365,800
Total annual funding sources	\$ 371,000	\$ 351,500	\$ 355,000	\$ 358,600	\$ 362,200	\$ 365,800
Annual expenditures:						
Operating budget expenditures	313,256	371,500	375,200	379,000	382,800	386,600
Capital projects as scheduled below	218,429	600,000	400,000	-	-	-
Vehicle replacements as scheduled below	-	-	-	-	-	30,000
Total expenditures	\$ 531,685	\$ 971,500	\$ 775,200	\$ 379,000	\$ 382,800	\$ 416,600
<b>Available cash balance</b>	<b>\$ 1,165,615</b>	<b>\$ 545,600</b>	<b>\$ 125,400</b>	<b>\$ 105,000</b>	<b>\$ 84,400</b>	<b>\$ 33,600</b>
<i>Available balance as percent of operating budget</i>	<i>372.1%</i>	<i>146.9%</i>	<i>33.4%</i>	<i>27.7%</i>	<i>22.0%</i>	<i>8.7%</i>
<b>Projects:</b>						
Stormwater drainage & roadway improvements	218,429	600,000	500,000	-	-	-
<b>Projects Total</b>	<b>\$ 218,429</b>	<b>\$ 600,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Vehicles:</b>						
2011 Ford F350 (#70)	-	-	-	-	-	30,000
<b>Vehicles Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>
<b>CIP Total</b>	<b>\$ 218,429</b>	<b>\$ 600,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>

## FY 2014 - FY 2018 Cash Balance Projection Marina Fund

	FY 13 REVISED	FY 14 BUDGET	FY 15 PROJECTION	FY 16 PROJECTION	FY 17 PROJECTION	FY 18 PROJECTION
Beginning cash balance	\$ 137,400	\$ 223,900	\$ 236,400	\$ 224,100	\$ 236,900	\$ 214,800
Annual funding sources:						
Operating revenues	1,737,600	1,586,700	1,602,600	1,618,600	1,634,800	1,651,100
Total annual funding sources	\$ 1,737,600	\$ 1,586,700	\$ 1,602,600	\$ 1,618,600	\$ 1,634,800	\$ 1,651,100
Annual expenditures:						
Operating budget expenditures	1,651,137	1,574,200	1,589,900	1,605,800	1,621,900	1,638,100
Capital projects as scheduled below	-	-	-	-	-	-
Vehicle replacements as scheduled below	-	-	25,000	-	35,000	-
Total expenditures	\$ 1,651,137	\$ 1,574,200	\$ 1,614,900	\$ 1,605,800	\$ 1,656,900	\$ 1,638,100
<b>Available cash balance</b>	<b>\$ 223,863</b>	<b>\$ 236,400</b>	<b>\$ 224,100</b>	<b>\$ 236,900</b>	<b>\$ 214,800</b>	<b>\$ 227,800</b>
Available balance as percent of operating budget	13.6%	15.0%	14.1%	14.8%	13.2%	13.9%

**Projects:**

	Projects Total	\$ -	\$ -	\$ -	\$ -	\$ -
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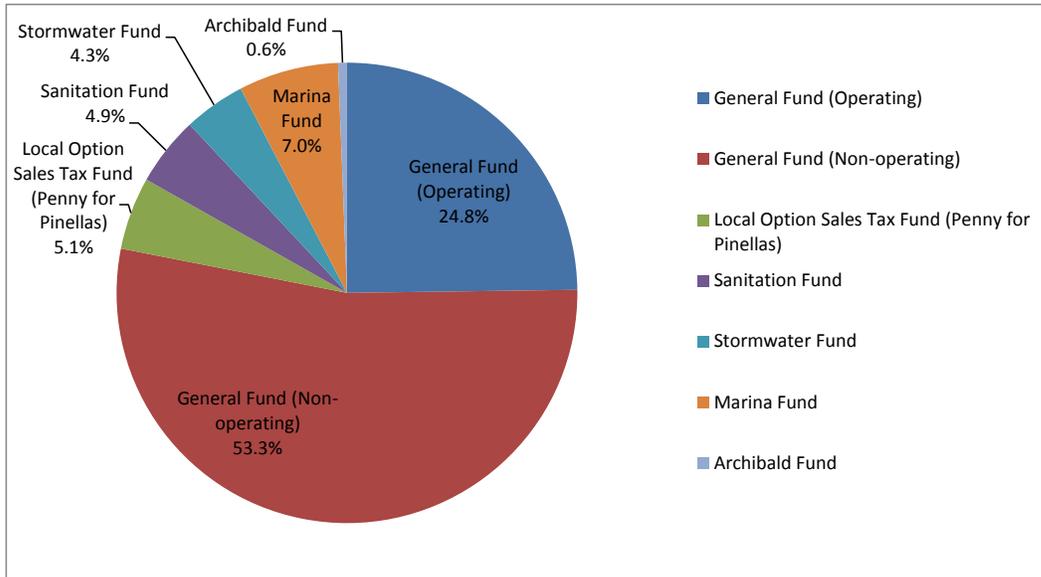
**Vehicles:**

1998 Chevy S10 (#99)	-	-	25,000	-	-	-
2004 Ford F150 (#24)	-	-	-	-	35,000	-
	-	-	25,000	-	35,000	-
<b>CIP Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>



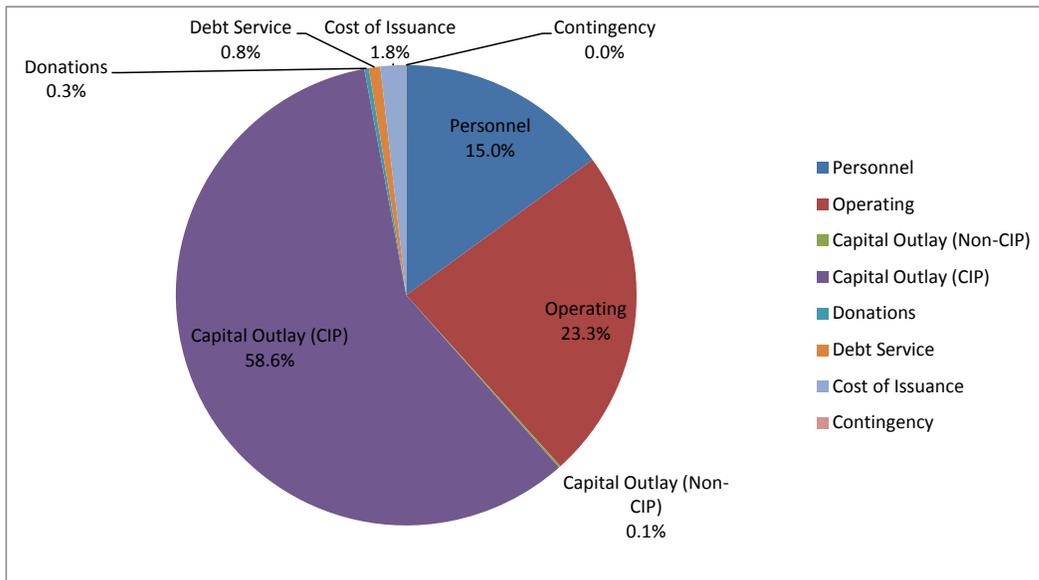
## FY 2014 PROPOSED BUDGET: APPROPRIATIONS BY FUND

<u>Fund</u>	<u>Total Appropriations</u>
General Fund (Operating)	5,566,700
General Fund (Non-operating)	11,969,800
Local Option Sales Tax Fund (Penny for Pinellas)	1,146,000
Sanitation Fund	1,089,600
Stormwater Fund	971,500
Marina Fund	1,574,200
Archibald Fund	140,200
<b>Total FY 2014 Appropriations</b>	<b>\$22,458,000</b>



## FY 2014 PROPOSED BUDGET: APPROPRIATIONS BY TYPE

<u>Fund</u>	<u>Total Appropriations</u>
Personnel	3,366,100
Operating	5,240,400
Capital Outlay (Non-CIP)	30,000
Capital Outlay (CIP)	13,165,800
Donations	71,700
Debt Service	179,000
Cost of Issuance	400,000
Contingency	5,000
<b>Total FY 2014 Appropriations</b>	<b>\$22,458,000</b>



## PERSONNEL SUMMARY

<u>Department / Position Title</u>	<u>Base Salary Range</u> Hourly Rate	<u>Position Counts (FTE)</u>		
		FY 2012	FY 2013	FY 2014
<b><u>City Manager's Office</u></b>				
City Manager	N/A	1.00	1.00	1.00
Administrative Assistant	\$13.51 - \$20.27	<u>0.00</u>	<u>2.00</u>	<u>1.00</u>
		<b>1.00</b>	<b>3.00</b>	<b>2.00</b>
<b><u>Clerk/Commission</u></b>				
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>0.20</u>	<u>0.00</u>	<u>0.00</u>
		<b>6.20</b>	<b>6.00</b>	<b>6.00</b>
<b><u>Community Development</u></b>				
Community Development Director	\$20.67 - \$39.74	0.00	1.00	1.00
Community Development Manager	\$14.82 - \$26.98	1.00	0.00	0.00
Permit Technician	\$14.52 - \$22.29	0.00	0.00	1.00
Administrative Assistant	\$13.51 - \$20.27	1.00	1.00	1.00
Code Enforcement Officer	\$14.52 - \$22.29	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
		<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b><u>Finance</u></b>				
Finance Director	\$20.67 - \$39.74	1.00	1.00	1.00
Human Resources Manager	\$14.82 - \$26.98	0.00	0.00	0.00
Accountant	\$17.98 - \$26.98	0.00	0.00	1.00
Accounting Specialist	\$13.51 - \$20.27	1.00	1.00	1.00
P/T Accounting Specialist	\$13.51 - \$20.27	0.00	0.50	0.00
Administrative Assistant	\$13.51 - \$20.27	<u>1.80</u>	<u>1.00</u>	<u>1.00</u>
		<b>3.80</b>	<b>3.50</b>	<b>4.00</b>
<b><u>Fire/EMS</u></b>				
Fire Chief	\$26.49 - \$41.09	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	9.00	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>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<b>14.00</b>	<b>14.00</b>	<b>14.00</b>
<b><u>Marina</u></b>				
Central Services Director	\$20.67 - \$39.74	0.00	0.30	0.30
Administrative Assistant	\$13.51 - \$20.27	0.00	0.00	0.30
Marina Director	\$20.67 - \$39.74	1.00	0.00	0.00
Marina Assistant	\$8.39 - \$12.17	2.00	2.00	1.00
Marina Attendant (P/T)	\$8.39 - \$12.17	0.50	0.00	0.00
Marina Attendant (F/T)		<u>0.00</u>	<u>1.00</u>	<u>2.00</u>
		<b>3.50</b>	<b>3.30</b>	<b>3.60</b>

## PERSONNEL SUMMARY

Department / Position Title	Base Salary Range Hourly Rate	Position Counts (FTE)		
		FY 2012	FY 2013	FY 2014
<b><u>Parking</u></b>				
Parking Enforcement Officer II	\$11.17 - \$16.75	1.00	1.00	1.00
Parking Enforcement Officer I (Part-time)	\$9.22 - \$13.84	<u>2.25</u>	<u>2.40</u>	<u>2.10</u>
		<b>3.25</b>	<b>3.40</b>	<b>3.10</b>
<b><u>Parks</u></b>				
Central Services Director	\$20.67 - \$39.74	0.00	0.10	0.00
Parks Supervisor	\$16.35 - \$24.52	1.00	1.00	0.00
Grounds Maintenance Worker	\$9.22 - \$13.84	4.00	4.00	0.00
Grounds Maintenance Worker (PT/Seasonal)	\$9.22 - \$13.84	<u>0.40</u>	<u>0.40</u>	<u>0.00</u>
		<b>5.40</b>	<b>5.50</b>	<b>0.00</b>
<b><u>Central Services</u></b>				
Central Services Director	\$20.67 - \$39.74	0.00	0.10	0.10
Community Services Director	\$20.67 - \$39.74	0.00	0.00	0.00
Public Works Supervisor	\$16.35 - \$24.52	1.00	0.00	0.00
Mechanic	\$14.52 - \$22.29	0.30	0.30	0.30
Administrative Assistant	\$13.51 - \$20.27	<u>1.00</u>	<u>0.00</u>	<u>0.10</u>
		<b>2.30</b>	<b>0.40</b>	<b>0.50</b>
<b><u>Streets</u></b>				
Public Works Technician	\$12.28 - \$18.43	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>
		<b>2.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>Stormwater</u></b>				
Central Services Director	\$20.67 - \$39.74	0.00	0.20	0.25
Administrative Assistant	\$13.51 - \$20.27	0.00	0.00	0.25
Field Operations Manager	\$26.49 - \$41.09	0.00	0.00	0.50
Public Works Supervisor	\$16.35 - \$24.52	0.00	1.00	1.00
Public Works Technician	\$12.28 - \$18.43	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
		<b>1.00</b>	<b>2.20</b>	<b>3.00</b>
<b><u>Recreation</u></b>				
Central Services Director	\$20.67 - \$39.74	0.00	0.10	0.10
Administrative Assistant	\$13.51 - \$20.27	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	0.00
Building Maintenance Worker (Part-time)	\$9.22 - \$13.84	0.50	0.50	0.70
Grounds Maintenance Worker (Part-time)	\$9.22 - \$13.84	0.50	0.50	0.70
Recreation Leader (Part-time)	\$8.39 - \$12.17	2.05	2.05	2.10
Recreation Aide (Temp/Summer)	\$8.39 - \$12.17	<u>1.54</u>	<u>1.54</u>	<u>1.50</u>
		<b>7.59</b>	<b>7.69</b>	<b>7.20</b>

## PERSONNEL SUMMARY

<u>Department /</u> Position Title	<u>Base Salary Range</u> Hourly Rate	<u>Position Counts (FTE)</u>		
		FY 2012	FY 2013	FY 2014
<b><u>Sanitation</u></b>				
Central Services Director	\$20.67 - \$39.74	0.00	0.20	0.25
Administrative Assistant	\$13.51 - \$20.27	0.00	0.00	0.25
Field Operations Manager	\$26.49 - \$41.09	0.00	0.00	0.50
Sanitation Supervisor	\$16.35 - \$24.52	1.00	1.00	0.00
Sanitation Driver II	\$11.17 - \$16.75	4.00	3.00	3.00
Sanitation Worker I	\$9.22 - 13.84	<u>4.00</u>	<u>3.00</u>	<u>3.00</u>
		<b>9.00</b>	<b>7.20</b>	<b>7.00</b>
<b><u>Archibald</u></b>				
Parks Supervisor	\$16.35 - \$24.52	0.00	0.00	1.00
Grounds Maintenance Worker	\$9.22 - \$13.84	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
		<b>0.00</b>	<b>0.00</b>	<b>2.00</b>
<b>TOTAL FUNDED POSITIONS</b>		<b>62.04</b>	<b>59.19</b>	<b>55.40</b>

**CITY OF MADEIRA BEACH PAY PLAN  
EFFECTIVE OCTOBER 1, 2013**

GRADE	POSITION TITLE	MINIMUM	MAXIMUM	ANNUAL RANGE
1	N/A	8.39 (8.3899)	12.17 (12.1700)	\$17,451 – 25,314
2	Building Maintenance Worker Grounds Maintenance Worker Parking Enforcement Officer I Recreation Leader Recreation Aide Marina Attendant	9.22 (9.2288)	13.84 (13.8432)	\$19,196 – 28,794
3	Public Works Technician I <b>Sanitation Worker I</b>	10.15 (10.1514)	15.23 (15.2274)	\$21,115 – 31,673
4	Parking Enforcement Officer II Sanitation Worker II <b>Marina Assistant</b>	11.17 (11.1668)	16.75 (16.7500)	\$23,227 – 34,840
5	Public Works Technician II Recreation Coordinator	12.28 (12.2836)	18.43 (18.4254)	\$25,550 – 38,325
6	Accounting Specialist Administrative Assistant Assistant to City Manager	13.51 (13.5120)	20.27 (20.2682)	\$28,105 – 42,158
7	Code Enforcement Officer Deputy City Clerk Mechanic <b>Permit Technician</b>	14.52 (14.5173)	22.29 (22.2947)	\$30,916 – 46,373
8	Fire Inspector Parks Supervisor Public Works Supervisor Recreation Supervisor Marina Supervisor Sanitation Supervisor	16.35 (16.3495)	24.52 (24.5190)	\$34,007 – 51,011
9	Accountant Human Resource Manager	17.98 (17.9841)	26.98 (26.9769)	\$30,800 – 56,112
10	Finance Director Community Development Director Fire Chief <b>Central Services Director</b> <b>Field Operations Manager</b>	26.49 (26.4940)	<b>41.09</b> <b>(41.0919)</b>	\$55,108 – <b>85,472</b>

*Changes noted in bold*