# CITY OF MADEIRA BEACH

## Adopted Operating and Capital Budget

# Fiscal Year 2018

October 1, 2017 - September 30, 2018

# THE CITY OF
# MADEIRA BEACH, FLORIDA

## ELECTED OFFICIALS

Maggie Black, Mayor

Terry Lister, City Commissioner (District 1)

Nancy Hodges, City Commissioner (District 2)

Nancy Oakley City Commissioner (District 3)

John Douthirt, Vice Mayor (District 4)

## ADMINISTRATIVE STAFF

Derryl O'Neal, Acting City Manager

Walter Pierce, Finance Director / City Treasurer

# THE CITY OF MADEIRA BEACH

| | |
|---|---|
| DATE INCORPORATED: | 1947 |
| FORM OF GOVERNMENT: | Council/Manager |
| AREA: | 445 Acres |
| GOVERNING BODY: | City Commission<br>*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, City Treasurer and City Attorney<br>*Appointed by the Board of Commissioners.* |
| 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. |

# 1. Introduction

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

**City Manager's Budget Message**
**October 2, 2017**

**Madam Mayor, Honorable members of the City of Madeira Beach Board of Commissioners and Citizens of Madeira Beach:**

As the Acting City Manager, it is my privilege to present the City of Madeira Beach Adopted Budget for Fiscal Year 2017-2018. It is important to note that this budget allows our citizens and visitors to enjoy all of the services and amenities of the previous year while continuing to maintain one of the lowest millage rates of any full-service city within Pinellas County! At 2.2 mills, last year the next lowest full-service City's millage rate was St. Pete Beach with a rate of 3.15 mills.

Our priorities this year will include, but are not limited to: roads, storm water, public safety and parks/recreation.

Under Roads & Stormwater, we have several capital projects that are on-going that we will complete during this next year (i.e. Boca Ciega). These are funded and being completed in cooperation with Pinellas County and the Southwest Florida Water Management District. New initiates include: Rex Place Undergrounding Project, 137th Ave., and the purchase of a Vacon truck. Rex Place will eliminate our drainage issue and eliminate a City drainage pipe on private property. The Vacon truck will allow us to be more efficient by minimizing drain storm drains in a timely fashion and decrease the manpower hours utilized in our current operation. The Vacon will also allow us to maintain our new pervious paving project on Boca Ciega and comply with the terms of the grant that we received, which partially funded this project.

Under Public Safety, our Fire Service will become more efficient and cost effective. With the adoption of this budget, our newly purchased ladder truck will be in-service. Reaching a height of 78', homes and businesses that were previously not accessible are now better protected in the event of a hostile fire. The typical ladder truck has a serviceable life as a first response apparatus of between 8-12 years. In an effort to increase the longevity of this unit and decrease the overall operating cost, proposed in this budget is an additional firefighter position. These extra personnel will allow us to implement a new quick response unit for routine medical emergencies, which accounts for approximately 80% of our request for service. No additional apparatus or equipment will be needed. Also requested is a Fire Marshal position. This position was budgeted and filled back in 2003 and helped us to achieve our current Insurance Service Organization (ISO) rating. The ISO is the bases for most property insurance policies. This position was eliminated back in 2009 and out fire prevention program must be maintained to ensure public safety and maintain our ISO rating which is currently a 2. We will continue to maintain our current level of service through our contractual service with Pinellas County Sheriff's Office.

Our Parks and Recreation programs are vital to our Community. With a significant amount of revenue and recognition being generated due to our parks, beaches, and recreation programs, each must be maintained, improved and monitored. With an aging inventory of parking meters, new machines are being budgeted to ensure consistent operation and to be more convenient for our visitors. The Recreation Center has drastically improved over the past few years. Since 2010, revenue has more than doubled and pubic recognition has soared. One example of this would be the last NCAA softball tournament which brought 36 Division 1 teams from across the County to our Community. The Madeira Beach Little League program has more than doubled in size.

Overall, the City of Madeira Beach is fiscally sound and is providing an exception place to live and work. Resident and visitors alike enjoy a beautiful, and well-maintained City that offers all the benefits of a larger community with a small-town atmosphere.

In closing, I would like to thank the Department Heads for providing me with realistic budget requests with obtainable goals. The hard work and diligent pursuit of excellence that is shown by every City employee should be commended. Again, as your Acting City Manager, it is my pleasure to present an adopted budget that maintains and improves our City, while keeping our millage rate at the lowest in Pinellas County.

Respectfully Submitted,

Derryl B. O'Neal, MPA

Acting City Manager

# FINANCE MESSAGE

CITY OF MADEIRA BEACH

## FY 2018 FINANCE MESSAGE

### Citywide Summary

Budget and Finance Introduction:

This budget book is intended to be useful to readers with varying interests. This budget book conveys the City's priorities and allocations of resources among those priorities. In preparing this budget book great care was taken to be fiscally responsible, conservative, and to take advantage of technological enhancements to better improve the operation of the City of Madeira Beach.

Budget and Finance Policies:

Since September 2015, the City of Madeira Beach Board of Commissioners has adopted or considered the following policies intended to guide the City's financial management functions:

| | |
|---|---|
| Fund Balance Policy: | Adopted September 2015 |
| Investment Policy: | Adopted September 2015 |
| Revenue Policy: | Proposed April 2016 |
| Debt Management Policy: | Proposed April 2016 |

Managing the annual budget process within the framework of stated policies encourages the City to consider the context and implications of budget actions, as opposed to focusing solely on annual appropriations. The fiscal year (FY) 2018 budget is proposed in compliance with each of the applicable budget and finance policies.

Forecasts:

Finance continues to emphasize the long-term fund projections included in the Capital Improvement Program (CIP) section of this document, particularly with respect to the General Fund. The City's fund balance policy requires analysis not only of the current year, but each successive year throughout the CIP planning period. The General Fund is proposed in compliance with the City's fund balance policy. When developing the five-year planning period great care needed to be taken and should continue to be taken not to exceed the minimum unassigned balance goal of 16.7%. During FY 2016 and into FY 2017 the City has undertaken some significant projects that has had a burden in one form or another on the General Fund. Most of these projects, which will be discussed in more detail in the coming pages of this budget book, will be approaching completion during FY 2018. Furthermore, most reimbursements from different agencies will have been received hopefully by the end of FY 2018. While mindful of some potential projects on the horizon that might force a decision, it's managements desire to see the CIP Schedule level off and not significantly exceed $1 million dollars for possibly the next two to three fiscal years so the City can take a break from major projects and build up the General Fund's fund balance.

Personnel Budget:

The budget includes a net increase of 2.50 full-time equivalent (FTE) positions. The Number of FTE's requested for FY 2017 totaled 62.80 compared to 65.30 requested for FY 2018. This increase of 2.50 FTE's reflects placement of additional resources to better improve the services of the City. Below is a summary of position changes by department or fund:

| | |
|---|---|
| City Manager's Office | -0.50 |
| Fire/EMS | 1.00 |
| Sanitation | 2.00 |
| Net: | 2.50 |

In addition to staffing levels, the personnel budget is impacted by cost increases associated with employee raises, healthcare premiums, insurance experience, and retirement contributions required by the Florida Retirement System (FRS). The total effective personnel cost increase is approximately $281,300, which represents a 6.6% increase over the prior year adopted budget. Following are the individual assumptions and rate increases applicable to the personnel budget:

Employee wage increases: 4.00%

Several positions were either reclassified or authorized for raises by the City Manager. All other employees are scheduled for a 4% annual increase, which follows last year's comprehensive effort to increase the competitiveness of the City's pay plan.

Budgeted FRS contribution rates: Special Risk Class: 23.27% / Regular Class: 7.92%

Despite the Florida Retirement System's status as of one the best funded state pensions in the country, its total net pension liability was over $23B as of FY 2016. Per the recent implementation of GASB 68, the net pension liability is allocated to plan participants with the City of Madeira Beach accounting for nearly $1M of the total. The estimated FY 2018 contribution rate reflects a 5.32% increase for Regular Class participants and 3.10% increase for Special Risk Class participants (i.e., firefighters). The contribution rate for each class includes a cost component intended to reduce the plan's net pension liability.

Medical insurance cost increase: 3.00%

The City continues to experience reasonable rates via Public Risk Management's group health insurance pool. The estimated increase of 3% follows last year's 5% increase. The whole PRM pool increased by 5% but the City's share was only 3%. The PRM Board decided not to authorized the use of surplus assets to pare down the initial rate increase for FY 2018.

Worker's compensation cost increase: 0%

Estimated worker's compensation premiums include no increase due to the impact of a reduced Experience Modification factor. NOTE: the City has avoided the state-mandated Workers Compensation rate increase of 14.5% for this year due to the purchase of the 2-year policy. There may be a cost increases next year due to injuries during this year, resulting in open litigation.

Operating Budget:

*Cost Increases*

The Community Development Department has had significant operating budget increases during FY 2017. The professional services account, in this department, is estimated to exceed $170,000 for FY 2017 which will be well over the original FY 2017 budget of $50,000. Management, did hire a full-time Planning and Zoning Coordinator for FY 2017 to cut the increased costs ($182,845 actual for FY 2016). However, when the Coordinator resigned before mid-year, the decision by management at the time was not to fill the position and instead rely on consultants to assist with the day-to-day tasks. The continuation with these contracted employees in this Department has proved to be very costly to the City. During the month of June, the position of Director of Planning and Zoning was posted and the new Director is set to start toward the end of August.

The Fire/EMS Department personnel costs will increase from $1,287,100 in FY 2017 to $1,416,300 for FY 2018 and this accounts for a 10.04% increase. This increase is due to the addition of a new Fire Marshall position. It is anticipated that the new Fire Marshall position will increase revenue by at least $25,000 from fire inspections. There was a new fire fighter position that was in the Proposed Budget but has been eliminated in the Tentative Budget.

*Cost Reductions*

The Community Development Department for FY 2018 will have a new Director of Planning and Zoning as referenced above. Due to this, the budget for FY 2018 reflects a 9.9% decrease for this Department. This position like the previous Coordinator position will be budgeted .50 in Community Services and .50 in the Building Fund. It is anticipated that the professional services costs should decrease significantly for FY 2018 and should not exceed the $83,400 amount budgeted. The budget in this account was increased by $23,400 since the Proposed Budget to allow for overlap training with the consultants. Also, it is anticipated that this new Director will play an important part with the project management of City-wide on-going capital projects.

The City Manager's Office includes a 6.8% decrease (FY 2017 budget of $610,565 to FY 2018 budget of $569,300) due in large part to the half-time Volunteer Coordinator requesting during FY 2017 not to be paid any longer for services. This Volunteer has decided to continue to work and help the City without receiving any pay. Also, the professional services and promotions & public relations accounts each have been decreased by $5,000 for this Department.

The Parks Department includes a decrease in the amount of 7.3% or from $149,100 in FY 2017 to $138,200 for FY 2018. The main reason for this decrease is due to the contractual services account decrease in budget from $95,900 for FY 2017 to $85,000 for FY 2018. The City's primary landscaping care for City Centre complex which was paid from this account will now be done by current staff in the Recreation Department.

Capital Improvement:

The Capital Improvement Program continues to see expansion relating to stormwater drainage projects specifically Boca Ciega Drive and 137th Avenue Circle. 137th Avenue Circle represents a new project for FY 2017. It was initially scheduled for FY 2019 at a total cost of $900,000 but has since been revised due to $467,000 scheduled for reimbursement via Southwest Florida Water Management District (SWFWMD) funding. The Rex Place project is starting toward the end of FY 2017 and while initially budgeted for $600,000 in FY 2016, the actual Grant reflects $850,000. During FY 2017 it was decided not to continue with both American Legion and Municipal Drive projects. There was an increase in the Boca Ciega Drive project during FY 2017 due to funds received from an FDEP Grant and reimbursement from Pinellas County for a joint water line project. The sum of the above changes resulted in an increase of over $558,800 to the total of all these projects. There is an estimated $700,000 that is scheduled to be reimbursed to the City in FY 2018 for these projects. Plans for the second phase of Gulf Blvd. improvements are progressing forward while total completion of phase II might not be possible due to funding constraints.

Management recommends a cautious approach as these projects proceed during FY 2018. There may be a need from a project perspective to expand the scope of these projects however, the impact it has toward the unassigned fund balance needs to be carefully considered.

## General Fund

The City of Madeira Beach FY 2018 proposed budget maintains the 2.2000 millage rate adopted in FY 2017. Property values are estimated to increase 8.19%, which is sufficient to generate $179,000 in additional ad valorem revenue (property values are estimated to increase 8.19%, however, the budget assumes a collection rate of 95%). The proposed property tax levy of $2,446,000 allows the City to balance its General Fund operating budget, meet annual debt service obligations, and set aside funds for future consideration.

The housing market recovery along with a surging economy has contributed toward continued increase in property values substantially throughout the Pinellas County beach communities.

Below are the estimated FY 2018 taxable value increases for comparable cities:

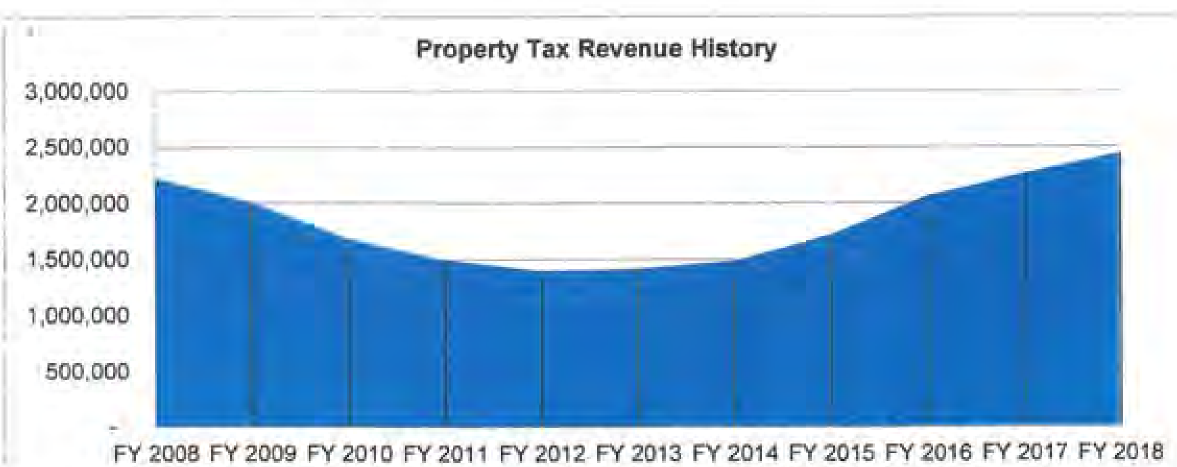
| | |
|---|---|
| Gulfport | 7.73% |
| Indian Rocks Beach | 11.69% |
| Indian Shores | 8.40% |
| **Madeira Beach** | **8.19%** |
| South Pasadena | 5.73% |
| St. Pete Beach | 7.31% |
| Treasure Island | 8.81% |

The following graphs chart the City's experience over the past ten years, with sharp declines in property revenue bottoming in FY 2012 before increasing steadily each of the past four years.

**City of Madeira Beach**
**Ten-Year Property Tax History**
**FY 2008 - FY 2018**

| Year | Millage Rate | Revenue | Percent + / - |
|---|---|---|---|
| FY 2008 | 1.7954 | 2,232,709 | |
| FY 2009 | 1.7954 | 2,018,974 | -9.6% |
| FY 2010 | 1.7954 | 1,694,316 | -16.1% |
| FY 2011 | 1.7954 | 1,506,269 | -11.1% |
| FY 2012 | 1.7954 | 1,411,551 | -6.3% |
| FY 2013 | 1.7900 | 1,424,325 | 0.9% |
| FY 2014 | 1.7900 | 1,490,180 | 4.6% |
| FY 2015 | 1.9900 | 1,726,100 | 15.8% |
| FY 2016 | 2.2000 | 2,069,000 | 19.9% |
| FY 2017 | 2.2000 | 2,267,000 | 9.6% |
| FY 2018 | 2.2000 | 2,446,000 | 7.9% |

*Property values are estimated to increase 8.19%, however, the budget assumes a collection rate of 95%.



As compared to similar municipalities in Pinellas County, Madeira Beach continues to maintain a relatively modest millage rate. The following table provides a list of similar municipalities and corresponding FY 2017 millage rates:

| Municipality | Millage Rate |
|---|---|
| City of Gulfport | 4.0390 |
| City of Treasure Island | 3.3368 |
| City of South Pasadena | 3.2500 |
| City of St. Pete Beach | 3.1500 |
| **City of Madeira Beach*** | **2.2000** |
| City of Indian Rocks Beach | 2.0000 |
| Town of Indian Shores | 1.8700 |

*FY 2018 proposed millage rate

General Fund revenue is further supported by the strength of the City's parking enforcement program. General Fund parking-related revenue is anticipated to exceed $1.8M in FY 2018, while enforcement expenditures remain very manageable at just $337,600. Below is a summary of the City's net parking enforcement operation over the last five years.

**City of Madeira Beach: Parking Revenue History**

| Description | FY 2013 Actual | FY 2014 Actual | FY 2015 Actual | FY 2016 Actual | FY 2017 Projected |
|---|---|---|---|---|---|
| Archibald Park | 130,223 | 149,153 | 206,536 | 336,839 | 326,232 |
| Archibald Fund: | $ 130,223 | $ 149,153 | $ 206,536 | $ 336,839 | $ 326,232 |
| John's Pass Village | 139,240 | 202,291 | 256,724 | 276,433 | 305,000 |
| John's Pass Park | 188,811 | 291,167 | 402,207 | 428,330 | 430,500 |
| Village Blvd. | 339,766 | 548,244 | 608,064 | 839,202 | 850,000 |
| City Lots | - | - | - | 61,175 | 74,000 |
| Parking Permits | 14,640 | 19,147 | 18,045 | 18,400 | 17,500 |
| Parking Tickets | 67,160 | 222,252 | 143,768 | 147,576 | 150,000 |
| General Fund: | $ 749,617 | $ 1,283,101 | $ 1,428,808 | $ 1,771,116 | $ 1,827,000 |
| Ticket Processing Fees: Public | (41,680) | (44,990) | - | - | - |
| Ticket Processing Fees: Private | - | (17,039) | (19,520) | (14,000) | (24,000) |
| | $ (41,680) | $ (62,029) | $ (19,520) | $ (14,000) | $ (24,000) |
| Parking Enforcement: Personnel | (64,984) | (81,009) | (97,598) | (98,155) | (112,300) |
| Parking Enforcement: Operating* | (140,109) | (171,345) | (145,680) | (166,762) | (169,032) |
| Parking Enforcement: Capital | (215,712) | - | - | - | (12,000) |
| | (420,805) | (252,354) | (243,278) | (264,917) | (293,332) |
| All Funds - Net: | $ 417,355 | $ 1,117,871 | $ 1,372,546 | $ 1,829,038 | $ 1,835,900 |

## **Special Revenue Funds**

*Local Option Sales Tax (LOST) Fund*

The Local Option Sales Tax (LOST) Fund includes a 3.3% revenue increase projection, consistent with last year's forecast. Longer term, revenue is projected to plateau and slightly decline prior to the current Penny for Pinellas installment expiring in December 2019. Still, forecast revenue is sufficient to retire Series 2016 debt service obligations while allocating funds for pay station installation ($162,000) and City Centre Dock Construction ($50,000). A Grant in the amount of $43,800 was approved by the Florida Boating Improvement Program to assist with the costs associated with City Centre Transient Docks. City Council will need to decide during FY 2018 if they want to proceed with this.

*Archibald Fund*

The Archibald Fund accounts for revenue earned at Archibald Memorial Beach Park. Proceeds generated on the property are to be used for parks and recreation purposes, in accordance with National Park Service precedent and Resolution 03.13 adopted by the City in June 2003. Projections assume a revenue increase of 11.66%, driven exclusively by parking activity; lease agreements in place at Archibald Park are fixed in nature and do not provide for annual escalators. Personnel costs include an additional full-time equivalent position while the operating budget includes several allocations previously supported by the General Fund. The FY 2018 budget includes additional funds for sprinklers and Maintenance of building.

*Building Fund*

The financial position of the Building Fund is entirely contingent upon the schedule and magnitude of private development. The City has experienced peak building activity over the past four years, driven by developments such as the Courtyard Marriott.

The Building Fund's estimated revenue depicts a very conservative approach with regard to construction starts throughout FY 2018. However, there are two large developments (Town Center and Holiday Isle) along with several other projects that could bring in significant building permit revenue to the Building Fund during FY 2018. This would assist in preventing potential transfers in from the General Fund. If the General Fund operating transfers prove to be unnecessary, then funding may become available for any of the City's unfunded capital improvement projects. Additionally, significant revenue in the form of Impact fees could also be collected from these large developments and would be a huge benefit to the City.

*Gas Tax Fund*

Revenue reported in the Gas Tax Fund includes local option gas tax and the motor fuel portion of State Revenue Sharing, both of which are to be used for transportation-related expenditures. The City has allocated these funds to traffic light leases and corresponding utility expenditures.

Management anticipates fairly predictable revenue and expenditures, and the FY 2018 budget is proposed with an operating surplus of $10,600.

*Debt Service Fund*

Based on the degree to which budgeted General Fund operating revenue exceeds operating expenditures, management recommends and has proposed reserving funds for principal and interest maturing in future years. As such, generally accepted accounting principles require the operation of a debt service fund. Below is a summary of the debt administered by the City since October 2013:

| Description | Date issued | Principal borrowed | Scheduled total interest due | Final maturity |
|---|---|---|---|---|
| Capital improvement revenue bonds | 10/24/2013 | $ 4,760,000 | $ 4,173,376 | 10/1/2043 |
| Interlocal payments revenue bond | 11/14/2014 | $ 3,010,000 | $ 139,572 | 5/1/2019 |
| Stormwater system revenue bond | 8/14/2015 | $ 6,200,000 | $ 1,381,906 | 10/1/2030 |
| Infrastructure sales surtax revenue note | 2/18/2016 | $ 725,000 | $ 24,843 | 12/1/2019 |
| Total | | $ 14,695,000 | $ 5,719,697 | |

The Council has expressed concerns over the total debt amount particularly the City Centre Debt (2013 Series) and early on in the budget process inquired on how some of this debt could be reduced. After a presentation and recommendation from the City's Financial Advisor, the debt reduction plan seems to be to wait for the Series 2013 call date which will be during the beginning of FY 2023. In the meantime, the objective is to build up the unassigned fund balance in the years leading up to this call date which would provide more options on how much of this debt can be reduced.

## Enterprise Funds

*Sanitation Fund*

Few substantive changes are proposed in the Sanitation Fund. Two Sanitation workers are being added to the FY 2018 budget. This will reduce the temporary contractual services by 36.98% and possibly give management more and better control over staff. The challenge for FY 2018 will be the funding of the Sanitation vehicle/equipment storage facility with an estimated cost of $500,000. Longer term, the sanitation service fee will need to be reevaluated as the fund operated at a loss in FY 2015 and working capital is estimated to decline 75% over the next five years.

*Stormwater Fund*

The City borrowed $6.2M in FY 2015 for stormwater drainage and roadway improvements. Earlier in this Finance Message it was mentioned within Capital Improvement that there have been some changes and realignment to the Stormwater projects. During FY 2017, there was an increase in the Boca Ciega Drive project and it was decided not to continue with both the American Legion and Municipal projects. While Boca Ciega will be completed in early FY 2018, both 137th Avenue Circle and Rex Place will continue throughout FY 2018. Below is the estimated allocation of debt proceeds reflecting changes made during FY 2017:

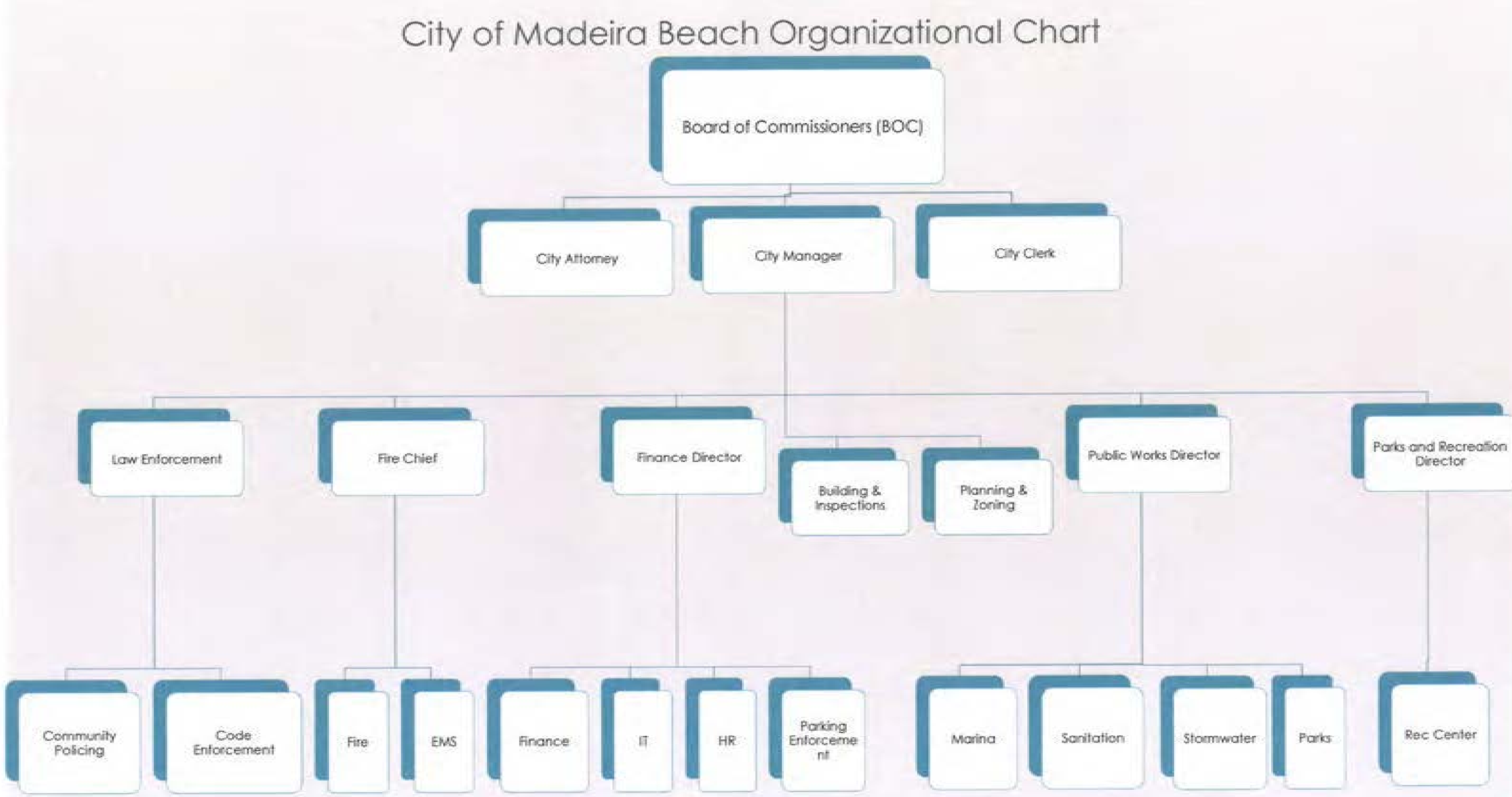
| Improvement area | FY 2017 Original Capital outlay | FY 2018 Revised Capital outlay |
|---|---|---|
| Boca Ciega Drive | 3,927,000 | 4,935,736 |
| Rex Place | 600,000 | 850,000 |
| Municipal Drive | 100,000 | - |
| American Legion | 600,000 | - |
| 137th Ave. Circle | 935,000 | 935,000 |
| | $ 6,162,000 | $ 6,720,736 |

*Marina Fund*

The General Fund contributed approximately $625,000 to the City's marina cumulatively over the last three years to facilitate the expansion and improvement of boat storage slips. Effective FY 2017, the General Fund began to recoup its investment over a ten-year schedule at an interest rate of 1.5%. In so doing, Marina Fund annual debt service expenses will approach $100,000 annually.

Meanwhile, marina operations are virtually unchanged from the prior year. Revenue estimates include a 4.94% decrease, however, this is taking a very conservative approach toward continued fuel sales. The personnel costs are increasing by 2.86% however operating costs are projected to be stable and no significant increase. A very conservative amount is budgeted for the fuel purchase-resale account.

# ORGANIZATIONAL CHART


City of Madeira Beach Organizational Chart
Board of Commissioners (BOC)
City Attorney
City Manager
City Clerk
Law Enforcement
Fire Chief
Finance Director
Building & Inspections
Planning & Zoning
Public Works Director
Parks and Recreation Director
Community Policing
Code Enforcement
Fire
EMS
Finance
IT
HR
Parking Enforceme nt
Marina
Sanitation
Stormwater
Parks
Rec Center

# 2. General Fund

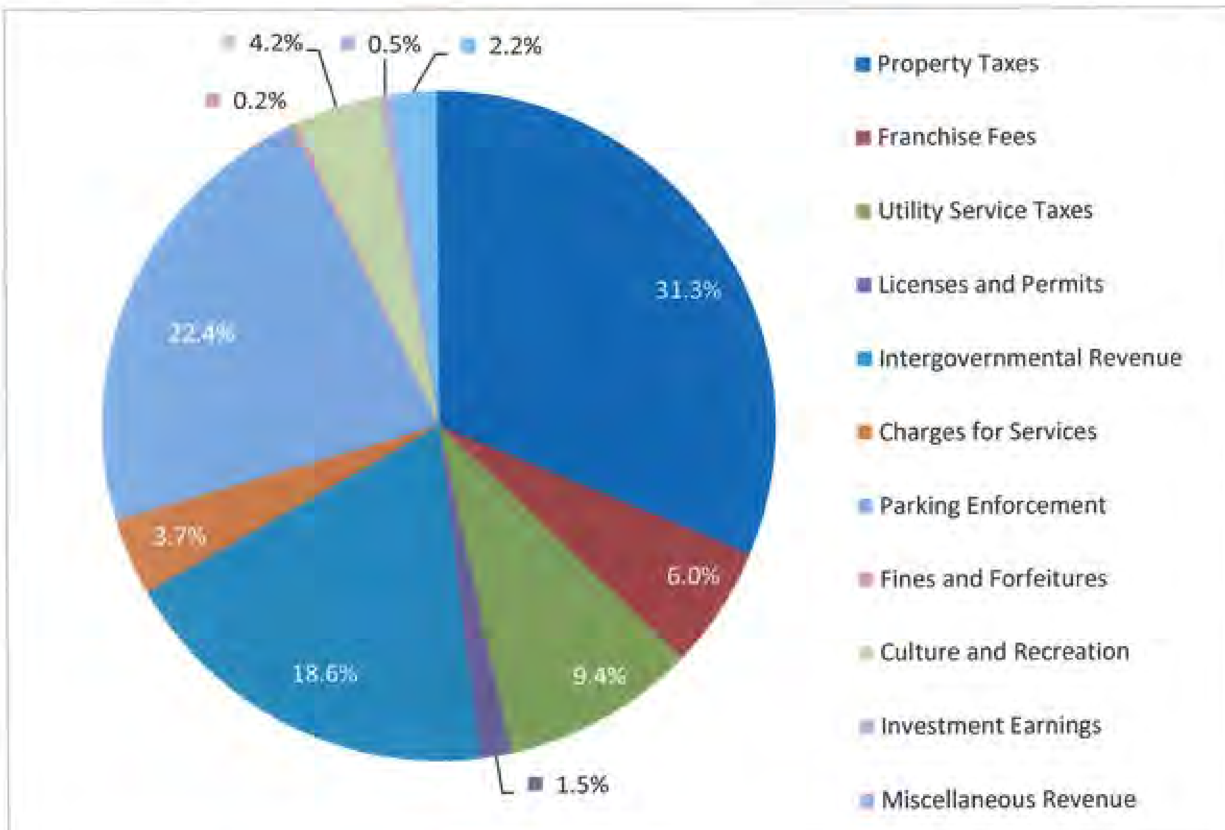
# FY 2018 BUDGET

CITY OF
MADEIRA BEACH

# GENERAL FUND

## OPERATING REVENUE

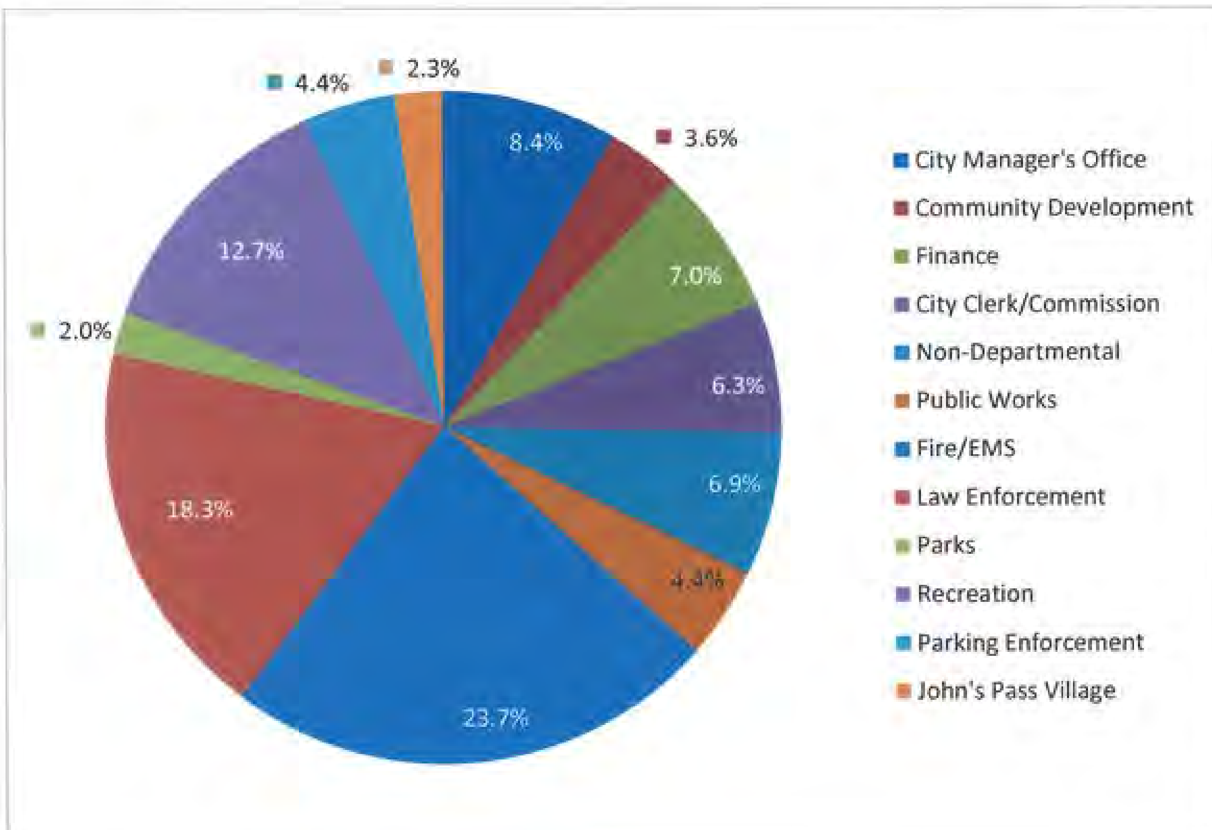
| | | |
|---|---|---|
| Property Taxes | 31.3% | 2,446,000 |
| Franchise Fees | 6.0% | 466,200 |
| Utility Service Taxes | 9.4% | 732,700 |
| Licenses and Permits | 1.5% | 115,500 |
| Intergovernmental Revenue | 18.6% | 1,458,900 |
| Charges for Services | 3.7% | 290,700 |
| Parking Enforcement | 22.4% | 1,748,500 |
| Fines and Forfeitures | 0.2% | 17,500 |
| Culture and Recreation | 4.2% | 328,000 |
| Investment Earnings | 0.5% | 40,000 |
| Miscellaneous Revenue | 2.2% | 173,600 |
| **Total Operating Revenue** | **100.0%** | **$7,817,600** |



# GENERAL FUND

## OPERATING EXPENDITURES

| | | |
|---|---|---|
| City Manager's Office | 8.4% | 569,300 |
| Community Development | 3.6% | 245,600 |
| Finance | 7.0% | 474,400 |
| City Clerk/Commission | 6.3% | 429,500 |
| Non-Departmental | 6.9% | 465,100 |
| Public Works | 4.4% | 299,800 |
| Fire/EMS | 23.7% | 1,604,800 |
| Law Enforcement | 18.3% | 1,238,900 |
| Parks | 2.0% | 138,200 |
| Recreation | 12.7% | 863,200 |
| Parking Enforcement | 4.4% | 297,600 |
| John's Pass Village | 2.3% | 152,300 |
| **Total Operating Expenditures** | **100.0%** | **$6,778,700** |



# GENERAL FUND:
# BUDGETED REVENUE, EXPENDITURES, AND UNASSIGNED BALANCE

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Unassigned fund balance | 3,871,126 | 5,370,832 | 4,046,800 | 5,493,842 | 4,186,889 | |
| | Fund balance policy reconciliation | (183,300) | | - | (89,948) | - | |
| | Florida building code net revenue | - | | - | - | - | |
| | Est. FY 2016 operating revenue > revised budget | - | | 210,000 | - | 210,000 | |
| | Est. FY 2016 operating expenditures < revised budget | - | | 310,000 | - | 310,000 | |
| | Estimated prior year net operating budgetary balance | - | | - | - | - | |
| | Proceeds from sale of sewer system | - | | - | - | - | |
| | Former Vehicle Replacement Fund assigned balance | - | | - | - | - | |
| | BP lawsuit settlement | - | | - | - | - | |
| | Open encumbrances | 5,406,176 | 2,398,286 | - | 346,691 | - | |
| | Total beginning available resources | $ 9,094,002 | $ 7,769,118 | $ 4,566,800 | $ 5,750,585 | $ 4,706,889 | -18.15% |
| | **Operating revenue:** | | | | | | |
| | **Property tax:** | | | | | | |
| 311.000 | Ad valorem - current | 1,718,260 | 2,055,955 | 2,267,000 | 2,267,000 | 2,446,000 | 7.90% |
| 311.006 | Ad valorem - delinquent | 4,847 | 4,301 | - | - | - | |
| 311.0140 | Ad valorem - tax certificates | 35,151 | 41,100 | - | - | - | |
| | Total property taxes | **1,758,258** | **2,101,356** | **2,267,000** | **2,267,000** | **2,446,000** | **7.90%** |
| | **Franchise fees:** | | | | | | |
| 313.215 | Electricity | 521,768 | 488,623 | 461,700 | 461,700 | 459,700 | -0.43% |
| 313.505 | Gas | 6,004 | 6,341 | 6,500 | 6,500 | 6,500 | 0.00% |
| | Total franchise fees | **527,772** | **494,964** | **468,200** | **468,200** | **466,200** | **-0.43%** |
| | **Utility service taxes:** | | | | | | |
| 314.1011 | Electricity | 592,342 | 606,778 | 589,200 | 589,200 | 596,000 | 1.15% |
| 314.3011 | Water | 102,137 | 109,428 | 110,000 | 110,000 | 110,000 | 0.00% |
| 314.4011 | Gas | 4,577 | 4,721 | 4,500 | 4,500 | 4,500 | 0.00% |
| 314.8011 | Propane | 22,952 | 20,735 | 22,700 | 22,700 | 22,200 | -2.20% |
| | Total utility service taxes | **722,008** | **741,662** | **726,400** | **726,400** | **732,700** | **0.87%** |
| | **Licenses and permits:** | | | | | | |
| 321.010 | Local business tax receipts | 71,842 | 81,474 | 75,000 | 75,000 | 80,000 | 6.67% |
| 321.012 | Contractor reciprocals | 500 | 223 | 500 | 500 | 500 | 0.00% |
| 322.009 | Variance applications | 7,600 | - | - | - | - | |
| 322.020 | Building permits | 347,022 | - | - | - | - | |
| 322.021 | Re-inspection fees | - | - | - | - | - | |
| 322.022 | Fire inspection fees | 8,445 | 10,135 | 7,500 | 7,500 | 25,000 | 233.33% |
| 322.023 | Land development review | 4,725 | 38,905 | - | - | - | |
| 322.024 | Rental inspection | 12,048 | 15,390 | 9,400 | 9,400 | 10,000 | 6.38% |
| | Total licenses and permits | **452,182** | **146,127** | **92,400** | **92,400** | **115,500** | **25.00%** |
| | **Intergovernmental revenue:** | | | | | | |
| 312.410 | Local option gas tax | 60,523 | - | - | - | - | |
| 315.2011 | Communication services tax | 244,507 | 242,490 | 236,800 | 236,800 | 244,500 | 3.25% |
| 331.490 | FDOT beautification program | - | 37,781 | - | 50,000 | - | -100.00% |
| 331.509 | FEMA flood mitigation program | - | 56,395 | 15,000 | 15,000 | 15,000 | 0.00% |
| 335.120 | State revenue sharing | 207,295 | 158,396 | 158,700 | 158,700 | 158,200 | -0.32% |
| 335.150 | Alcoholic beverage licenses | 20,006 | 16,522 | 20,000 | 20,000 | 20,000 | 0.00% |
| 335.180 | Half cent sales tax | 260,470 | 272,519 | 280,000 | 280,000 | 280,400 | 0.14% |
| 335.230 | Firefighters supplemental income | 4,221 | 2,340 | 3,100 | 3,100 | 2,500 | -19.35% |
| 335.490 | Fuel tax refund | 2,649 | 887 | 2,500 | 2,500 | 2,500 | 0.00% |
| 338.900 | Pinellas County - EMS | 381,169 | 387,458 | 393,800 | 393,800 | 432,600 | 9.85% |
| 342.202 | Fire protection - Redingtons | 236,634 | 240,894 | 241,900 | 241,900 | 246,200 | 1.78% |
| 342.904 | FDOT maintenance agreements | 45,536 | 55,051 | 55,000 | 55,000 | 57,000 | 3.64% |
| | Total intergovernmental revenue | **1,463,010** | **1,470,733** | **1,406,800** | **1,456,800** | **1,458,900** | **0.14%** |

# GENERAL FUND:
# BUDGETED REVENUE, EXPENDITURES, AND UNASSIGNED BALANCE

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Charges for services:** | | | | | | |
| 347.597 | Beach walkover chair rental agreement | 10,000 | 10,000 | 10,000 | 10,000 | 15,000 | 50.00% |
| 389.400 | Administrative services allocation | 254,800 | 265,090 | 275,700 | 275,700 | 275,700 | 0.00% |
| | Total charges for service | **264,800** | **275,090** | **285,700** | **285,700** | **290,700** | **1.75%** |
| | **Parking enforcement:** | | | | | | |
| 344.502 | Parking meters - John's Pass Village | 256,724 | 276,433 | 313,300 | 313,300 | 280,000 | -10.63% |
| 344.504 | Parking meters - John's Pass Park | 402,207 | 428,330 | 431,200 | 431,200 | 430,000 | -0.28% |
| 344.506 | Non-resident parking permits | 18,045 | 18,400 | 18,200 | 18,200 | 18,500 | 1.65% |
| 344.507 | Parking meters - Village Blvd. | 608,064 | 839,202 | 749,100 | 749,100 | 840,000 | 12.13% |
| 344.510 | Parking meters - misc. lots | - | 61,175 | 53,300 | 53,300 | 60,000 | 12.57% |
| 351.112 | Parking fines | 143,768 | 147,576 | 90,500 | 90,500 | 120,000 | 32.60% |
| | Total parking enforcement | **1,428,808** | **1,771,116** | **1,655,600** | **1,655,600** | **1,748,500** | **5.61%** |
| | **Fines and forfeitures:** | | | | | | |
| 351.111 | Ordinance violations | 7,298 | 11,064 | 6,000 | 6,000 | 7,500 | 25.00% |
| 359.091 | Code enforcement | 8,824 | 22,341 | 10,000 | 10,000 | 10,000 | 0.00% |
| | Total fines and forfeitures | **16,122** | **33,405** | **16,000** | **16,000** | **17,500** | **9.38%** |
| | **Culture and recreation:** | | | | | | |
| 347.210 | Activity registration | 19,455 | 18,256 | 20,000 | 20,000 | 20,000 | 0.00% |
| 347.211 | Softball registration | 3,000 | - | - | - | - | |
| 347.220 | After school program | 54,205 | 89,995 | 78,500 | 78,500 | 80,000 | 1.91% |
| 347.221 | Summer program | 59,279 | 61,166 | 55,000 | 55,000 | 60,000 | 9.09% |
| 347.222 | Field rentals | 12,580 | 30,447 | 18,000 | 18,000 | 25,000 | 38.89% |
| 347.224 | Sponsorships | 14,315 | 6,730 | 7,500 | 7,500 | 7,500 | 0.00% |
| 347.227 | Little League | - | 26,773 | 20,000 | 20,000 | 32,000 | 60.00% |
| 347.228 | Adult leagues | 4,605 | 24,866 | 15,000 | 15,000 | 15,000 | 0.00% |
| 347.229 | Youth leagues | 16,261 | 12,554 | 7,500 | 7,500 | 12,500 | 66.67% |
| 362.003 | Facility rentals - cost recovery | - | 5,007 | 10,000 | 10,000 | 10,000 | 0.00% |
| 362.004 | Facility rental fees | 10,889 | 44,233 | 20,000 | 20,000 | 35,000 | 75.00% |
| 369.386 | Special event fees | 24,485 | 29,599 | 18,000 | 18,000 | 31,000 | 72.22% |
| | Total culture and recreation | **219,074** | **349,626** | **269,500** | **269,500** | **328,000** | **21.71%** |
| | **Investment earnings:** | | | | | | |
| 361.100 | Interest earnings | 14,258 | 42,568 | 30,500 | 30,500 | 40,000 | 31.15% |
| | Total investment earnings | **14,258** | **42,568** | **30,500** | **30,500** | **40,000** | **31.15%** |
| | **Miscellaneous revenue:** | | | | | | |
| 341.901 | Election qualifying fees | 50 | 240 | 100 | 100 | 100 | 0.00% |
| 347.290 | Vending machine | 89 | | - | - | - | |
| 362.005 | Storage rental - Beach Masonizing | 337 | 336 | 300 | 300 | 300 | 0.00% |
| 362.013 | Rent - Tango Bay | 102,872 | 105,664 | 108,000 | 108,000 | 110,800 | 2.59% |
| 362.587 | Rent - cell tower | 58,795 | 51,644 | 51,700 | 51,700 | 52,200 | 0.97% |
| 364.411 | Sale of equipment | 6,870 | | - | - | - | |
| 366.366 | Donations | 51,721 | 14,000 | - | - | - | |
| 366.368 | John's Pass Village donations | 1,155 | 1,030 | - | - | - | |
| 369.369 | Miscellaneous | 4,725 | 9,875 | - | - | - | |
| 369.370 | Copy charges | 741 | 1,119 | 500 | 500 | 500 | 0.00% |
| 369.374 | Notary services | 251 | 335 | 200 | 200 | 200 | 0.00% |
| 369.376 | Lawn maintenance - library | - | - | - | - | - | |
| 369.379 | Refund prior year expenses | 44,690 | 43,476 | - | - | - | |
| 369.381 | Sales tax collection allowance | 639 | 682 | - | - | - | |
| 369.382 | Lien searches | 5,950 | 8,900 | 4,000 | 4,000 | 5,000 | 25.00% |
| 369.390 | CPR training | 25 | 25 | - | - | - | |
| 369.391 | Civil review fees | 2,434 | 2,858 | 2,500 | 2,500 | 2,500 | 0.00% |
| 369.392 | Purchase card rebate | - | 8,505 | 1,000 | 1,000 | 2,000 | 100.00% |
| 369.393 | Credit card fee | - | 943 | | | | |
| | Total miscellaneous revenue | **281,344** | **249,632** | **168,300** | **168,300** | **173,600** | **3.15%** |
| | Total operating revenue | $ 7,147,636 | $ 7,676,279 | $ 7,386,400 | $ 7,436,400 | $ 7,817,600 | 5.13% |

## GENERAL FUND:
## BUDGETED REVENUE, EXPENDITURES, AND UNASSIGNED BALANCE

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Non-operating funding sources:** | | | | | | |
| 331.490 | FDOT beautification capital outlay reimbursement | - | - | - | 50,000 | - | -100.00% |
| 331.508 | Assistance to Firefighters (AFG) grant award | 23,655 | | - | - | - | |
| 331.509 | FEMA flood mitigation program | - | - | 1,334,800 | 1,349,800 | 1,349,800 | 0.00% |
| 335.130 | State appropriation | - | | 350,000 | 350,000 | - | -100.00% |
| 337.092 | FRDAP recreation equipment grant | - | 50,000 | - | - | - | |
| 337.555 | Pinellas Co. capital project reimbursement | 7,037 | | - | - | - | |
| 381.017 | Transfer from John's Pass Village Fund | - | | - | - | - | |
| 381.407 | Transfer from Parking Fund | - | | - | - | - | |
| 381.405 | Repayment from Marina Fund (Docks) | - | - | 67,400 | - | 67,400 | |
| 381.405 | Repayment from Marina Fund (Ship Store) | 28,953 | 5,816 | 29,000 | 96,400 | 29,000 | -69.92% |
| 381.777 | Boating improvement grant award | 322,516 | - | 43,800 | 43,800 | 43,800 | 0.00% |
| 381.888 | Pinellas Co. Gulf Blvd. improvements funding schedule | 141,766 | 1,049,529 | 659,900 | 659,900 | 659,900 | 0.00% |
| 381.999 | Debt proceeds | 3,010,000 | | - | - | - | |
| 393.991 | BP lawsuit settlement | 746,904 | - | - | - | - | |
| | Total non-operating funding sources | $ 4,280,831 | $ 1,105,345 | $ 2,484,900 | $ 2,549,900 | $ 2,149,900 | -15.69% |
| | Total funding sources | $ 11,428,467 | $ 6,781,624 | $ 9,871,300 | $ 9,986,300 | $ 9,967,500 | -0.19% |
| | **Operating expenditures by department:** | | | | | | |
| | City Manager | 652,704 | 548,426 | 604,300 | 610,565 | 569,300 | -6.76% |
| | Community Development | 450,924 | 352,822 | 200,600 | 272,448 | 245,600 | -9.85% |
| | Finance | 388,819 | 443,094 | 452,800 | 452,800 | 474,400 | 4.77% |
| | City Clerk / Commission | 291,308 | 328,145 | 397,900 | 397,900 | 429,500 | 7.94% |
| | Non-Departmental | 366,086 | 434,994 | 453,700 | 454,077 | 465,100 | 2.43% |
| | Public Works | 306,924 | 248,354 | 296,500 | 296,500 | 299,800 | 1.11% |
| | Fire / EMS | 1,316,521 | 1,361,466 | 1,494,900 | 1,453,590 | 1,604,800 | 10.40% |
| | Law Enforcement | 1,201,900 | 1,285,840 | 1,228,000 | 1,228,000 | 1,238,900 | 0.89% |
| | Parks | 212,510 | 197,830 | 149,100 | 149,100 | 138,200 | -7.31% |
| | Recreation | 560,637 | 780,988 | 843,000 | 863,580 | 863,200 | -0.04% |
| | Parking Enforcement | 243,278 | 264,917 | 293,100 | 293,332 | 297,600 | 1.46% |
| | John's Pass Village | 113,873 | 123,543 | 146,800 | 146,800 | 152,300 | 3.75% |
| | Total operating expenditures | $ 6,105,484 | $ 6,370,419 | $ 6,560,700 | $ 6,618,692 | $ 6,778,700 | 2.42% |
| | **Non-operating funding uses:** | | | | | | |
| | Capital improvements and vehicle replacements | 5,734,730 | 2,666,989 | 539,000 | 2,248,904 | 257,000 | -88.57% |
| | Debt service, 2013 revenue bond (transfer to D.S. Fund) | 308,980 | 296,200 | 298,400 | 298,400 | 295,600 | -0.94% |
| | Debt service, 2014 revenue bond (transfer to D.S. Fund) | 20,000 | 231,700 | 521,900 | 521,900 | 659,900 | 26.44% |
| | Pooled cash transfer to Stormwater Fund | | 55,000 | | | | |
| | Cost of issuance, 2013 revenue bond | - | | - | - | - | |
| | Cost of issuance, 2014 revenue bond | 63,293 | | - | - | - | |
| | FEMA flood mitigation program | - | 93,454 | 1,334,800 | 1,334,800 | 1,349,800 | 1.12% |
| | Appropriation to Debt Service Fund committed balance | - | | 263,700 | 263,700 | 263,700 | 0.00% |
| | Appropriation to General Fund committed balance | - | | 263,600 | 263,600 | 263,600 | 0.00% |
| | Total non-operating funding uses | $ 6,127,003 | $ 3,343,343 | $ 3,221,400 | $ 4,931,304 | $ 3,089,600 | -37.35% |
| | Total funding uses | $ 12,232,487 | $ 9,713,761 | $ 9,782,100 | $ 11,549,996 | $ 9,868,300 | -14.56% |
| | **Adjustments:** | | | | | | |
| | Outstanding encumbrances | (2,398,426) | (346,691) | - | - | - | - |
| | Nonspendable | | (387,874) | | | | |
| | Restricted | | - | | | | |
| | Committed | | (156,451) | | | | |
| | Assigned | | - | | | | |
| | BP lawsuit settlement - committed balance | (452,123) | (452,123) | - | - | - | - |
| | Florida Building Code net revenue | (66,000) | | - | - | - | - |
| | Compensated absences reconciliation | 20,192 | - | - | - | - | - |
| | Marina repayment reconciliation from budget basis | (22,793) | | - | - | - | - |
| | Unassigned fund balance | $ 5,370,832 | $ 5,493,842 | $ 4,656,000 | $ 4,186,889 | $ 4,606,089 | 14.79% |
| | *Available balance as percent of operating expenditures* | *88.0%* | *86.2%* | *71.0%* | *63.3%* | *70.9%* | |

# CITY MANAGER'S OFFICE

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 268,031 | 294,580 | 328,500 | 328,500 | 291,500 |
| OPERATING | 384,673 | 248,846 | 265,800 | 277,065 | 272,800 |
| CAPITAL | - | - | 5,000 | - | - |
| DONATIONS | - | 5,000 | 5,000 | 5,000 | 5,000 |
| **TOTAL** | **$652,704** | **$548,426** | **$604,300** | **$610,565** | **$569,300** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $652,704 | $548,426 | $604,300 | $610,565 | $569,300 |

## DESCRIPTION

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 departments and is responsible for advising and carrying out policies established by the Board of Commissioners. All department directors report directly to the City Manager, as do the Executive Office Manager, Volunteer Coordinator, and Community Policing Deputy.

# CITY MANAGER'S OFFICE (001.1000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 206,430 | 232,176 | 261,500 | 261,500 | 228,200 | -12.73% |
| 1400 | Overtime | 336 | 135 | 1,000 | 1,000 | 1,000 | 0.00% |
| 2100 | Social Security | 14,635 | 15,060 | 20,100 | 20,100 | 16,100 | -19.90% |
| 2203 | ICMA 401(a) Plan | 20,275 | 22,963 | 23,800 | 23,800 | 23,600 | -0.84% |
| 2300 | Group Insurance | 25,763 | 23,729 | 21,500 | 21,500 | 22,000 | 2.33% |
| 2400 | Worker's Compensation | 592 | 517 | 600 | 600 | 600 | 0.00% |
| | Subtotal Personnel | 268,031 | 294,580 | 328,500 | 328,500 | 291,500 | -11.26% |
| | **OPERATING:** | | | | | | |
| 3100 | Professional Services | - | | 10,000 | 10,000 | 5,000 | -50.00% |
| 3101 | City Attorney - Retainer | 50,400 | 46,200 | 62,400 | 62,400 | 62,400 | 0.00% |
| 3102 | City Attorney - Non-Retainer | 59,330 | 107,631 | 80,000 | 80,000 | 92,000 | 15.00% |
| 3103 | Other Legal Expenses | 167,111 | 6,124 | - | - | - | |
| 3105 | Legal - Labor Attorney | 90 | 210 | 3,000 | 3,000 | 3,000 | 0.00% |
| 3400 | Other Contractual Services | 5,735 | 12,500 | 58,000 | 64,265 | 58,000 | -9.75% |
| 4000 | Travel and Training | 2,971 | 3,363 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4001 | Auto Allowance | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 0.00% |
| 4110 | Cellular Telephone | - | | 400 | 400 | 400 | 0.00% |
| 4200 | Postage | 193 | 397 | 1,000 | 1,000 | 1,000 | 0.00% |
| 4700 | Print & Reproduction | 11,000 | 16,750 | 17,500 | 17,500 | 17,500 | 0.00% |
| 4800 | Promotions & Public Relations | 76,286 | 45,624 | 15,000 | 20,000 | 15,000 | -25.00% |
| 4900 | Other Current Charges | 1,040 | | - | - | - | |
| 5100 | Office Supplies | 1,208 | 1,691 | 2,000 | 2,000 | 2,000 | 0.00% |
| 5200 | Uniforms | - | 42 | 500 | 500 | 500 | 0.00% |
| 5210 | Departmental Supplies | - | | - | - | - | |
| 5420 | Dues & Subscriptions | 3,309 | 2,314 | 5,000 | 5,000 | 5,000 | 0.00% |
| | Subtotal Operating | 384,673 | 248,846 | 265,800 | 277,065 | 272,800 | -1.54% |
| | **CAPITAL:** | | | | | | |
| 6400 | Capital equipment | - | | 5,000 | - | - | |
| | Subtotal Capital Outlay | - | | 5,000 | - | - | |
| | **DONATIONS:** | | | | | | |
| 8400 | Chamber of Commerce | - | 5,000 | 5,000 | 5,000 | 5,000 | 0.00% |
| | Subtotal Donations | - | 5,000 | 5,000 | 5,000 | 5,000 | 0.00% |
| | **TOTAL CITY MANAGER'S OFFICE** | **$652,704** | **$548,426** | **$604,300** | **610,565** | **$569,300** | **-6.76%** |

## CITY MANAGER'S OFFICE (001.1000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 228,200 | Staff wages |
| 1400 | Overtime | 1,000 | Overtime as authorized by the City Manager for the Executive Office Manager |
| 2100 | Social Security | 16,100 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 23,600 | City contribution to City Manager's retirement at 12% of salary per contract; staff retirement at 9% of salary |
| 2300 | Group Insurance | 22,000 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 600 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 291,500 | |
| | **OPERATING:** | | |
| 3100 | Professional Services | 5,000 | Sign ordinance legal/consulting fees |
| 3101 | City Attorney - Retainer | 62,400 | City attorney recurring legal fees (No increase included) |
| 3102 | City Attorney - Non-Retainer | 92,000 | Estimated city attorney legal expenditures in addition to retainer agreement |
| 3105 | Legal - Labor Attorney | 3,000 | Estimated legal expenditures as incurred for union negotiations, personnel management issues, etc. |
| 3400 | Other Contractual Services | 58,000 | State lobbying services ($48,000); grant writing contractual services provided by Pinellas Planning Council ($10,000) |
| 4000 | Travel and Training | 5,000 | City Manager training per contract; one national and one in-state conference. |
| 4001 | Auto Allowance | 6,000 | City Manager's automobile allowance per contract ($500/month) |
| 4110 | Cellular Telephone | 400 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4200 | Postage | 1,000 | Quarterly newsletter and other general correspondence |
| 4700 | Print & Reproduction | 17,500 | Quarterly newsletter, promotions, etc. |
| 4800 | Promotions & Public Relations | 15,000 | Discretionary special event, promotion, donation expenditures as approved by City Manager |
| 5100 | Office Supplies | 2,000 | Office supplies and furnishings |
| 5200 | Uniforms | 500 | Work shirts requested for office volunteers |
| 5420 | Dues & Subscriptions | 5,000 | Professional membership fees for the City Manager, including ICMA per contract and civic organizations as approved by City Commission in FY 2014 |
| | Subtotal Operating | 272,800 | |
| | **CAPITAL:** | | |
| 6400 | Capital Equipment | - | |
| | Subtotal Capital Outlay | - | |
| | **DONATIONS:** | | |
| 8400 | Chamber of Commerce | 5,000 | Treasure Island & Madeira Beach Chamber of Commerce contribution |
| | Subtotal Donations | 5,000 | |
| | **TOTAL CITY MANAGER'S OFFICE** | **$569,300** | |

# CITY MANAGER'S OFFICE

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Office Manager | 0.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 0.00 | 0.00 | 0.00 | 0.00 |
| Volunteer Coordinator | 0.50 | 0.50 | 0.50 | 0.00 |
| Total Funded Positions | 2.50 | 2.50 | 2.50 | 2.00 |

## FY 2018 POSITION CHANGES SUMMARY

Half-time Volunteer Coordinator requested during FY2017 not to be paid for services provided and this is anticipated to continue through FY2018.

# COMMUNITY DEVELOPMENT

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 322,602 | 77,463 | 84,700 | 84,700 | 93,800 |
| OPERATING | 128,322 | 275,359 | 115,900 | 187,748 | 151,800 |
| CAPITAL | 99,551 | 12,129 | - | - | - |
| OTHER | - | 93,454 | 1,334,800 | 1,334,800 | 1,349,800 |
| **TOTAL** | **$550,475** | **$458,405** | **$1,535,400** | **$1,607,248** | **$1,595,400** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $550,475 | $458,405 | $1,535,400 | $1,607,248 | $1,595,400 |

## DESCRIPTION

The Community Development Department provides professional urban planning services, code compliance administration, 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.

# COMMUNITY DEVELOPMENT (001.1050)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 246,811 | 59,567 | 61,500 | 61,500 | 69,400 | 12.85% |
| 1400 | Overtime | 287 | 320 | 500 | 500 | 500 | 0.00% |
| 2100 | Social Security | 17,664 | 4,351 | 4,800 | 4,800 | 5,400 | 12.50% |
| 2203 | ICMA 401(a) Plan | 21,922 | 4,418 | 7,100 | 7,100 | 7,800 | 9.86% |
| 2300 | Group Insurance | 35,228 | 8,462 | 10,600 | 10,600 | 10,500 | -0.94% |
| 2400 | Worker's Compensation | 690 | 345 | 200 | 200 | 200 | 0.00% |
| | Subtotal Personnel | 322,602 | 77,463 | 84,700 | 84,700 | 93,800 | 10.74% |
| | **OPERATING:** | | | | | | |
| 3100 | Professional Services | 32,894 | 182,845 | 50,000 | 121,848 | 83,400 | -31.55% |
| 3125 | Special Magistrate | 43,510 | 79,238 | 45,000 | 45,000 | 45,000 | 0.00% |
| 3400 | Contractual Services | - | | - | - | - | |
| 4000 | Travel and Training | 146 | 1,721 | 3,500 | 3,500 | 4,000 | 14.29% |
| 4110 | Cellular Telephone | - | 11 | 400 | 400 | 400 | 0.00% |
| 4200 | Postage | 4,053 | 4,721 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4500 | General Insurance | 394 | | - | - | - | |
| 4600 | Maintenance - Auto Equipment | 2,970 | | - | - | - | |
| 4700 | Print & Reproduction | 65 | 568 | 1,000 | 1,000 | 1,000 | 0.00% |
| 4930 | Bank Service Fees | - | | - | - | - | |
| 5100 | Office Supplies | - | 1,691 | 1,000 | 1,000 | 1,000 | 0.00% |
| 5200 | Uniforms | - | | - | - | - | |
| 5210 | Departmental Supplies | - | | - | - | - | |
| 5220 | Gasoline & Oil | 1,267 | | - | - | - | |
| 5300 | Building Management | 10,771 | | - | - | - | |
| 5301 | Code Enforcement | 4,642 | 144 | 2,500 | 2,500 | 2,500 | 0.00% |
| 5302 | Planning & Zoning | 25,347 | 3,559 | 2,500 | 2,500 | 4,000 | 60.00% |
| 5303 | Business Tax | 2,218 | 861 | 1,500 | 1,500 | 1,500 | 0.00% |
| 5420 | Dues & Subscriptions | 45 | | 3,500 | 3,500 | 4,000 | 14.29% |
| | Subtotal Operating | 128,322 | 275,359 | 115,900 | 187,748 | 151,800 | -38.27% |
| 6400 | Capital Equipment | 99,551 | 12,129 | - | - | - | |
| | Subtotal Capital Outlay | 99,551 | 12,129 | - | - | - | |
| | **OTHER:** | | | | | | |
| 8000 | FEMA Flood Mitigation Program | - | 93,454 | 1,334,800 | 1,334,800 | 1,349,800 | 1.12% |
| | Subtotal Other | - | 93,454 | 1,334,800 | 1,334,800 | 1,349,800 | 1.12% |
| | **TOTAL COMMUNITY DEVELOPMENT** | **$550,475** | **$458,405** | **$1,535,400** | **$1,607,248** | **$1,595,400** | **-0.74%** |

## COMMUNITY DEVELOPMENT (001.1050)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 69,400 | Staff wages as allocated between the General Fund and Building Fund |
| 1400 | Overtime | 500 | Overtime as authorized by Planning and Zoning Director |
| 2100 | Social Security | 5,400 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 7,800 | City contribution to staff retirement at 9% of salary |
| 2300 | Group Insurance | 10,500 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 200 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 93,800 | |
| | **OPERATING:** | | |
| 3100 | Professional Services | 83,400 | Estimated engineering and planning consultant services ($68,400); Estimated FEMA flood mitigation reimbursable administrative expenditures ($15,000) |
| 3125 | Special Magistrate | 45,000 | Estimated legal service expenditures for code enforcement and variance hearings; new agreement effective FY 2017 |
| 4000 | Travel and Training | 4,000 | American Planning Association annual conference; Certified Floodplain Manager annual conference; continuing education credits |
| 4110 | Cellular Telephone | 400 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4200 | Postage | 5,000 | General correspondence |
| 4700 | Print & Reproduction | 1,000 | Permit/certificate forms, business cards, etc. |
| 5100 | Office Supplies | 1,000 | Office supplies and furnishings |
| 5301 | Code Enforcement | 2,500 | Stakes, door hangers, forms, etc. |
| 5302 | Planning & Zoning | 4,000 | Discretionary expenditures as authorized by Planning and Zoning Director |
| 5303 | Business Tax | 1,500 | Forms, mailing, software, etc. |
| 5420 | Dues & Subscriptions | 4,000 | American Planning Association membership dues ($1,000); Tampa Bay Regional Planning Council ($3,000) |
| | Subtotal Operating | 151,800 | |
| | **OTHER:** | | |
| 8000 | FEMA Flood Mitigation Program | 1,349,800 | FEMA flood mitigation reimbursable construction expenditures |
| | Subtotal Other | 1,349,800 | |
| | **TOTAL COMMUNITY DEVELOPMENT** | **$1,595,400** | |

# COMMUNITY DEVELOPMENT

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Planning and Zoning Director | 1.00 | 0.00 | 0.00 | 0.50 |
| Planning and Zoning Coordinator | 0.00 | 0.50 | 0.50 | 0.00 |
| Building Official | 1.00 | 0.00 | 0.00 | 0.00 |
| Code Enforcement Officer | 0.00 | 0.00 | 0.00 | 0.00 |
| Code Enforcement Specialist | 0.00 | 1.00 | 0.20 | 0.20 |
| Permit Technician | 1.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 1.00 | 0.50 | 0.50 | 0.50 |
| Total Funded Positions | 4.00 | 2.00 | 1.20 | 1.20 |

## FY 2018 POSITION CHANGES SUMMARY

The Planning and Zoning Director position (.50 FTE for Community Development) is being added back and Cordinator eliminated. The budget also reflects an FY 2016 amendment previously authorized by the Board of Commissioners; Resolution 2016-06 authorized the reduction of the Code Enforcement Specialist position to part-time hours.

# FINANCE

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 288,457 | 335,441 | 348,800 | 348,800 | 368,100 |
| OPERATING | 100,362 | 107,653 | 104,000 | 104,000 | 106,300 |
| **TOTAL** | **$388,819** | **$443,094** | **$452,800** | **$452,800** | **$474,400** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $388,819 | $443,094 | $452,800 | $452,800 | $474,400 |

## DESCRIPTION

The Finance Director is responsible for the City's budget, finance, and policy administration. Finance Department functions include: accounting, auditing, and financial reporting; operating and capital budgeting; debt management; treasury and investment management; retirement and benefits administration; risk management; and procurement.

## SERVICES

***FINANCIAL MANAGEMENT.*** Development and management of the annual budget, Capital Improvement Program (CIP), annual audit, and long-term financial projections.

***TREASURY MANAGEMENT.*** Management of operating cash, investment balances, and debt financing.

***FINANCIAL REPORTING.*** Monthly revenue, expenditure and cash reports; annual Comprehensive Annual Financial Report (CAFR).

***COMPLIANCE.*** Revenue, expenditure and encumbrance monitoring; monthly BOC reporting; annual financial audit reporting.

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

***INFORMATION TECHNOLOGY (IT).*** Management of contractual IT service relationship.

## FINANCE (001.1100)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 219,207 | 254,698 | 262,900 | 262,900 | 278,800 | 6.05% |
| 1400 | Overtime | - | | - | - | - | |
| 2100 | Social Security | 15,736 | 18,101 | 20,200 | 20,200 | 21,400 | 5.94% |
| 2203 | ICMA 401(a) Plan | 19,611 | 22,870 | 23,700 | 23,700 | 25,100 | 5.91% |
| 2300 | Group Insurance | 33,113 | 39,169 | 41,300 | 41,300 | 42,100 | 1.94% |
| 2400 | Worker's Compensation | 790 | 603 | 700 | 700 | 700 | 0.00% |
| | Subtotal Personnel | 288,457 | 335,441 | 348,800 | 348,800 | 368,100 | 5.53% |
| | **OPERATING:** | | | | | | |
| 3100 | Professional Services | 14,513 | 20,002 | 13,000 | 13,000 | 13,000 | 0.00% |
| 3121 | Computer Software Support | 16,139 | 17,900 | 17,900 | 17,900 | 17,900 | 0.00% |
| 3135 | Pre-Employment Services | 2,543 | 1,900 | 2,500 | 2,500 | 2,500 | 0.00% |
| 3200 | Accounting and Auditing | 39,800 | 35,679 | 39,200 | 39,200 | 40,500 | 3.32% |
| 3400 | Other Contractual Services | 11,967 | 13,848 | 15,000 | 15,000 | 15,500 | 3.33% |
| 4000 | Travel and Training | 6,087 | 6,776 | 5,500 | 5,500 | 6,000 | 9.09% |
| 4100 | Telephone | - | | | - | | |
| 4110 | Cellular Telephone | 390 | 390 | 400 | 400 | 400 | 0.00% |
| 4200 | Postage | 1,592 | 1,855 | 2,000 | 2,000 | 2,000 | 0.00% |
| 4500 | General Insurance | - | | | - | | |
| 4640 | Maintenance - Other Equipment | - | 322 | 500 | 500 | 500 | 0.00% |
| 4700 | Print & Reproduction | 1,100 | 3,633 | 2,500 | 2,500 | 2,500 | 0.00% |
| 4900 | Other Current Charges | 42 | | - | - | - | |
| 4930 | Bank Service Fees | 7 | 800 | 500 | 500 | 500 | 0.00% |
| 4940 | Other Charges | 6 | | - | - | - | |
| 4990 | Debt Management Fees | 2,003 | 1,750 | 2,000 | 2,000 | 2,000 | 0.00% |
| 5100 | Office Supplies | 2,773 | 1,995 | 2,000 | 2,000 | 2,000 | 0.00% |
| 5200 | Uniforms | - | | - | - | - | |
| 5210 | Departmental Supplies | - | | - | - | - | |
| 5420 | Dues & Subscriptions | 1,400 | 803 | 1,000 | 1,000 | 1,000 | 0.00% |
| | Subtotal Operating | 100,362 | 107,653 | 104,000 | 104,000 | 106,300 | 2.21% |
| | **TOTAL FINANCE** | **$388,819** | **443,094** | **$452,800** | **$452,800** | **$474,400** | **4.77%** |

## FINANCE (001.1100)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 278,800 | Staff wages which includes upgrades for Accounting Manager and Financial Coordinator positions |
| 2100 | Social Security | 21,400 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 25,100 | City contribution to staff retirement at 9% of salary |
| 2300 | Group Insurance | 42,100 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 700 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 368,100 | |
| | **OPERATING:** | | |
| 3100 | Professional Services | 13,000 | Financial Advisor retainer agreement ($7,500) and authorized reimbursable costs (e.g., production, travel expenses) |
| 3121 | Computer Software Support | 17,900 | Munis financial software system support contract |
| 3135 | Pre-Employment Services | 2,500 | Background checks, physicals and drug screens for new hires |
| 3200 | Accounting and Auditing | 40,500 | Annual independent audit of the City's financial statements as required by State Statutes and City Charter; Single Audit fee, if applicable |
| 3400 | Other Contractual Services | 15,500 | Paychex payroll processing software contract; flexible spending account (FSA) administration |
| 4000 | Travel and Training | 6,000 | Certified Public Finance Officer (CPFO) continuing education credits; annually required investment courses; GFOA annual conferences; Public Risk Management board meetings |
| 4110 | Cellular Telephone | 400 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4200 | Postage | 2,000 | Correspondence, invoices, payments, etc. |
| 4640 | Maintenance - Other Equipment | 500 | Cash counter, fax machine, etc. |
| 4700 | Print & Reproduction | 2,500 | Purchase orders, checks, annual CAFR and budget documents |
| 4930 | Bank Service Fees | 500 | FDIC assessment fees |
| 4990 | Debt Management Fees | 2,000 | Continuing disclosure fees; registrar and paying agent services |
| 5100 | Office Supplies | 2,000 | Office supplies and furnishings |
| 5420 | Dues & Subscriptions | 1,000 | Government Finance Officers Association (GFOA); Florida Government Finance Officers Association (FGFOA); Society for Human Resource Management (SHRM); Institute for Public Procurement (NIGP) |
| | Subtotal Operating | 106,300 | |
| | **TOTAL FINANCE** | **$474,400** | |

# FINANCE

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Assistant City Manager/Finance Director | 1.00 | 1.00 | 1.00 | 0.00 |
| Finance Director | 0.00 | 0.00 | 0.00 | 1.00 |
| Accounting Manager | 0.00 | 1.00 | 1.00 | 1.00 |
| Accountant | 1.00 | 0.00 | 0.00 | 0.00 |
| Financial Coordinator | 0.00 | 1.00 | 1.00 | 0.00 |
| HR/Financial Coordinator | 0.00 | 0.00 | 0.00 | 1.00 |
| Accounting Specialist | 1.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Funded Positions | 4.00 | 4.00 | 4.00 | 4.00 |

## FY 2018 POSITION CHANGES SUMMARY

Assistant City Manager/Finance Director position has been changed to Finance Director for FY2018. Also Financial Coordinator position is to be renamed HR/Financial Coordinator.

# CITY CLERK/COMMISSION

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 159,543 | 183,259 | 198,500 | 198,500 | 210,400 |
| OPERATING | 56,865 | 65,408 | 108,100 | 108,100 | 125,000 |
| CAPITAL | - | - | - | - | - |
| DONATIONS | 74,900 | 79,478 | 91,300 | 91,300 | 94,100 |
| **TOTAL** | **$291,308** | **$328,145** | **$397,900** | **$397,900** | **$429,500** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $291,308 | $328,145 | $397,900 | $397,900 | $429,500 |

## DESCRIPTION

The Charter of the City of Madeira Beach vests the Board of Commissioners (BOC) with all the legislative authority of the City. The BOC consists of four Commissioners and a Mayor-Commissioner and is authorized to adopt, amend and repeal ordinances and resolutions; levy taxes; grant, renew or extend franchises; set fees or user charges for municipal services; appoint the City Clerk, City Manager and City Attorney; and confirm the appointment of City Treasurer.

## 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 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.

***CONTRACTS.*** The City Clerk maintains responsibility for ensuring contractual agreements are legally approved and are administered appropriately by all parties.

***MINUTES.*** The City Clerk's office prepares meeting minutes for all public meetings.

# CITY CLERK/COMMISSION (001.1300)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1100 | Salaries - Commission | 26,380 | 32,067 | 40,000 | 40,000 | 40,000 | 0.00% |
| 1200 | Salaries & Wages | 98,029 | 112,180 | 115,600 | 115,600 | 124,700 | 7.87% |
| 1400 | Overtime | 215 | - | 500 | 500 | 500 | 0.00% |
| 2100 | Social Security | 9,417 | 10,916 | 12,000 | 12,000 | 12,600 | 5.00% |
| 2201 | Retirement - FRS | 4,963 | 5,545 | 5,700 | 5,700 | - | -100.00% |
| 2203 | ICMA 401(a) Plan | 3,493 | 3,640 | 3,800 | 3,800 | 11,300 | 197.37% |
| 2300 | Group Insurance | 16,750 | 18,566 | 20,500 | 20,500 | 20,900 | 1.95% |
| 2400 | Worker's Compensation | 296 | 345 | 400 | 400 | 400 | 0.00% |
| | Subtotal Personnel | 159,543 | 183,259 | 198,500 | 198,500 | 210,400 | 5.99% |
| | **OPERATING:** | | | | | | |
| 3100 | Professional Services | 31,933 | 25,657 | 34,000 | 34,000 | 34,000 | 0.00% |
| 3101 | City Attorney - Retainer | - | | - | - | - | |
| 3137 | Legal Recording | 193 | 320 | 1,000 | 1,000 | 1,000 | 0.00% |
| 3400 | Other Contractual Services | 2,588 | 8,189 | 7,200 | 2,200 | 2,200 | 0.00% |
| 4000 | Travel and Training | 581 | 2,914 | 3,600 | 3,600 | 15,500 | 330.56% |
| 4010 | Travel - Commission District #1 | 1,265 | 1,813 | 1,000 | 1,000 | 1,000 | 0.00% |
| 4020 | Travel - Commission District #2 | 125 | 30 | 1,000 | 1,000 | 1,000 | 0.00% |
| 4030 | Travel - Commission District #3 | 1,020 | - | 1,000 | 1,000 | 1,000 | 0.00% |
| 4040 | Travel - Commission District #4 | 375 | 300 | 1,000 | 1,000 | 1,000 | 0.00% |
| 4050 | Travel - Mayor | 1,267 | 144 | 1,500 | 1,500 | 1,500 | 0.00% |
| 4100 | Telephone | - | - | - | - | - | |
| 4110 | Cellular Telephone | 150 | 306 | 600 | 600 | 600 | 0.00% |
| 4200 | Postage | 235 | 191 | 500 | 500 | 500 | 0.00% |
| 4640 | Maintenance - Other Equipment | - | 299 | 11,500 | 11,500 | 11,500 | 0.00% |
| 4700 | Print & Reproduction | 489 | 390 | 6,000 | 6,000 | 6,000 | 0.00% |
| 4800 | Promotions & Public Relations | 2,263 | 3,927 | 3,000 | 3,000 | 3,000 | 0.00% |
| 4802 | Board Appreciation Dinner | 783 | - | 800 | 800 | 800 | 0.00% |
| 4803 | Boat Parade | 500 | | - | - | - | |
| 4812 | Deputy Appreciation Event | - | | 3,500 | 3,500 | 3,500 | 0.00% |
| 4900 | Other Current Charges | 20 | | - | - | - | |
| 4901 | Legal Advertisements | 7,819 | 15,762 | 18,000 | 23,000 | 28,000 | 21.74% |
| 4910 | Election Expenses | - | 1,336 | 7,000 | 7,000 | 7,000 | 0.00% |
| 5100 | Office Supplies | 1,962 | 1,393 | 2,000 | 2,000 | 2,000 | 0.00% |
| 5200 | Uniforms | 78 | 347 | 500 | 500 | 500 | 0.00% |
| 5210 | Departmental Supplies | - | | - | - | - | |
| 5420 | Dues & Subscriptions | 3,219 | 2,090 | 3,400 | 3,400 | 3,400 | 0.00% |
| | Subtotal Operating | 56,865 | 65,408 | 108,100 | 108,100 | 125,000 | 15.63% |
| | **CAPITAL:** | | | | | | |
| 6400 | Capital Equipment | - | | - | - | - | |
| | Subtotal Capital Outlay | - | - | - | - | - | |
| | **DONATIONS:** | | | | | | |
| 8201 | Seniors Club | - | 1,700 | 2,000 | 2,000 | 2,000 | 0.00% |
| 8222 | Neighborly Care Network | - | - | - | - | - | |
| 8340 | Gulf Beaches Library | 74,900 | 77,778 | 89,300 | 89,300 | 92,100 | 3.14% |
| | Subtotal Donations | 74,900 | 79,478 | 91,300 | 91,300 | 94,100 | 3.07% |
| | **TOTAL CLERK/COMMISSION** | $291,308 | $328,145 | $397,900 | $397,900 | $429,500 | 7.94% |

## CITY CLERK/COMMISSION (001.1300)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1100 | Salaries - Commission | 40,000 | Elected official wages |
| 1200 | Salaries & Wages | 124,700 | Staff wages |
| 1400 | Overtime | 500 | Estimated expenditures relating to public meetings, filming, etc. |
| 2100 | Social Security | 12,600 | FICA contributions at 7.65% of salary |
| 2201 | Retirement - FRS | - | City contribution to City Clerk retirement at FRS required contribution rate |
| 2203 | ICMA 401(a) Plan | 11,300 | City contribution to Deputy City Clerk retirement at 9% of salary |
| 2300 | Group Insurance | 20,900 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 400 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 210,400 | |
| | **OPERATING:** | | |
| 3100 | Professional Services | 34,000 | Records retention services; Municode online ordinance program |
| 3137 | Legal Recording | 1,000 | Lien filings; release of liens; site dedications, etc. |
| 3400 | Other Contractual Services | 2,200 | Offsite records storage agreement |
| 4000 | Travel and Training | 15,500 | Florida Association of City Clerks conference; Florida City/County Management Association conference |
| 4010 | Travel - Commission District #1 | 1,000 | Available travel/training budget for City Commissioner, District 1 |
| 4020 | Travel - Commission District #2 | 1,000 | Available travel/training budget for City Commissioner, District 2 |
| 4030 | Travel - Commission District #3 | 1,000 | Available travel/training budget for City Commissioner, District 3 |
| 4040 | Travel - Commission District #4 | 1,000 | Available travel/training budget for City Commissioner, District 4 |
| 4050 | Travel - Mayor | 1,500 | Available travel/training budget for Mayor |
| 4110 | Cellular Telephone | 600 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4200 | Postage | 500 | Miscellaneous correspondence |
| 4640 | Maintenance - Other Equipment | 11,500 | Commission Chambers audio/visual service |
| 4700 | Print & Reproduction | 6,000 | Newsletter production requested by City Manager ($5,000); business cards and invitations ($1,000) |
| 4800 | Promotions & Pub Relations | 3,000 | Hosting professional association lunches and meetings (e.g., Suncoast League of Cities, BIG-C) |
| 4802 | Board Appreciation | 800 | Gift cards for City Hall volunteers and volunteer board members |
| 4812 | Deputy Appreciation Event | 3,500 | New recognition event requested for FY 2017 |
| 4901 | Legal Advertisements | 28,000 | Citywide legal advertising placements |
| 4910 | Election Expenses | 7,000 | Per Pinellas County Supervisor of Elections cost estimate |
| 5100 | Office Supplies | 2,000 | Office supplies and furnishings |
| 5200 | Uniforms | 500 | City shirts for Mayor and Commissioners |
| 5420 | Dues & Subscriptions | 3,400 | Gulf Beaches Rotary; Suncoast League of Cities; Barrier Islands Government Council; Florida League of Mayors; Mayor's Council of Pinellas County; Florida Shore and Beach Preservation Association; Pinellas County Municipal Clerks Association; Notary Association |
| | Subtotal Operating | 125,000 | |
| | **DONATIONS:** | | |
| 8201 | Seniors Club | 2,000 | Madeira Beach Seniors Club donation requested by Mayor |
| 8340 | Gulf Beaches Library | 92,100 | Per library FY 2018 budget request |
| | Subtotal Donations | 94,100 | |
| | **TOTAL CLERK/COMMISSION** | **$429,500** | |

# CITY CLERK/COMMISSION

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| City Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Clerk | 0.00 | 0.00 | 1.00 | 0.00 |
| Administrative Support Specialist | 1.00 | 1.00 | 0.00 | 1.00 |
| Public Works Technician | 1.00 | 1.00 | 0.00 | 0.00 |
| Mayor | 1.00 | 1.00 | 1.00 | 1.00 |
| Commissioners | 4.00 | 4.00 | 4.00 | 4.00 |
| Total Funded Positions | 8.00 | 8.00 | 7.00 | 7.00 |

## FY 2018 POSITION CHANGES SUMMARY

The budget includes a reclassification of the Deputy Clerk position back to Administrative Support Specialist.

# NON-DEPARTMENTAL

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| OPERATING | 366,086 | 434,994 | 453,700 | 454,077 | 465,100 |
| CAPITAL | 5,508,015 | 2,108,738 | 15,000 | 1,337,765 | 50,000 |
| DEBT SERVICE | 328,980 | - | - | - | - |
| OTHER | 63,393 | - | - | 1,084,000 | - |
| **TOTAL** | **$6,266,474** | **$2,543,731** | **$468,700** | **$2,875,842** | **$515,100** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $6,266,474 | $2,543,731 | $468,700 | $2,875,842 | $515,100 |

## DESCRIPTION

The Non-Departmental program includes all costs and activities not allocated to one specific department, such as: capital improvement projects; facility maintenance; Citywide insurance; utilities; and IT/communication systems.

## NON-DEPARTMENTAL (001.1400)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **OPERATING:** | | | | | | |
| 3122 | Computer Support | 79,089 | 92,144 | 95,000 | 95,000 | 103,000 | 8.42% |
| 3123 | Website Services | 6,779 | 6,831 | 7,300 | 7,300 | 7,300 | 0.00% |
| 3400 | Other Contractual Services | 16,624 | 18,428 | 26,800 | 26,800 | 26,800 | 0.00% |
| 4100 | Telephone | 13,292 | 26,925 | 25,500 | 25,500 | 26,000 | 1.96% |
| 4110 | Cellular Telephone | 493 | 1,008 | - | - | - | |
| 4200 | Postage | - | | - | - | - | |
| 4300 | Utilities | 16,847 | 14,811 | 12,000 | 12,000 | 12,500 | 4.17% |
| 4331 | Electric - Building | 28,142 | 36,678 | 26,600 | 26,600 | 27,000 | 1.50% |
| 4340 | Waste Disposal | 2,700 | 2,500 | 2,500 | 2,500 | 2,500 | 0.00% |
| 4400 | Rentals and Leases | 10,841 | 10,495 | 11,400 | 11,777 | 11,400 | -3.20% |
| 4500 | General Insurance | 107,120 | 119,141 | 122,400 | 122,400 | 122,400 | 0.00% |
| 4610 | Maintenance - Building | 10,805 | 20,503 | 30,000 | 30,000 | 31,000 | 3.33% |
| 4640 | Maintenance - Other Equipment | 1,373 | 17,976 | - | - | - | |
| 4700 | Print & Reproduction | 4,361 | 3,542 | 4,000 | 4,000 | 4,000 | 0.00% |
| 4800 | Promotions & Public Relations | 213 | | - | - | - | |
| 4801 | Christmas Decorations | 30,670 | 30,859 | 30,000 | 30,000 | 31,000 | 3.33% |
| 4804 | Fireworks | 26,000 | 26,000 | 26,000 | 26,000 | 26,000 | 0.00% |
| 4813 | Water Taxi/Ferry Service | - | | 25,000 | 25,000 | 25,000 | 0.00% |
| 5100 | Office Supplies | 2,691 | 6,770 | 9,000 | 9,000 | 9,000 | 0.00% |
| 5210 | Departmental Supplies | 7,816 | 25 | - | - | - | |
| 5420 | Dues & Subscriptions | 230 | 360 | 200 | 200 | 200 | 0.00% |
| | Subtotal Operating | 366,086 | 434,994 | 453,700 | 454,077 | 465,100 | 2.43% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | 156,639 | 7,040 | 15,000 | 15,000 | 50,000 | 233.33% |
| 6318 | City Centre | 4,835,332 | 213,125 | - | 125,271 | - | -100.00% |
| 6319 | Marina Dock Construction | 325,814 | 297,885 | - | - | - | |
| 6322 | Transient Dock Construction | 7,100 | 2,350 | - | 3,050 | - | -100.00% |
| 6323 | Gulf Blvd. Improvements | 183,130 | 1,588,338 | - | 1,194,444 | - | -100.00% |
| 6400 | Capital Equipment | - | - | - | - | - | |
| | Subtotal Capital Outlay | 5,508,015 | 2,108,738 | 15,000 | 1,337,765 | 50,000 | -96.26% |
| | **DEBT SERVICE:** | | | | | | |
| 7100 | Debt Service - Principal | 100,000 | | - | - | - | |
| 7200 | Debt Service - Interest | 228,980 | | - | - | - | |
| | Subtotal Debt Service | 328,980 | | - | - | - | |
| | **OTHER:** | | | | | | |
| 9912 | Transfer to Debt Service Fund | 63,393 | | - | 1,084,000 | - | -100.00% |
| | Subtotal Other | 63,393 | | - | 1,084,000 | - | -100.00% |
| | **TOTAL NON-DEPARTMENTAL** | **$6,266,474** | **$2,543,731** | **$468,700** | **$2,875,842** | **$515,100** | **-82.09%** |

# NON-DEPARTMENTAL (001.1400)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **OPERATING:** | | |
| 3122 | Computer Support | 103,000 | IT maintenance and replacement agreement per FY 2014 ten-year agreement authorized by BOC (and four add-on agreements) |
| 3123 | Website Services | 7,300 | Maintenance and development retainer agreement in addition to comprehensive services described above |
| 3400 | Other Contractual Services | 26,800 | Cleaning and janitorial services contract allocation |
| 4100 | Telephone | 26,000 | Bright House service allocation: internet, television, phones |
| 4300 | Utilities | 12,500 | Pinellas County water and reclaimed water services allocation |
| 4331 | Electric - Building | 27,000 | City Hall electrical service costs; Fire Station electrical service costs allocated to 001.4000 effective FY 2017 |
| 4340 | Waste Disposal | 2,500 | Sanitation Fund billing to General Fund for waste disposal services |
| 4400 | Rentals and Leases | 11,400 | Copier and postage machine agreements |
| 4500 | General Insurance | 122,400 | Property, flood, general liability, crime, and public officials policies per quoted estimate |
| 4610 | Maintenance - Building | 31,000 | Maintenance agreements: A/C ($4,000), elevator ($3,500), fire alarms ($1,000); keys/security/cameras ($5,000); window cleaning ($7,000); grease traps ($700); pest control ($800); misc. ($9,000) |
| 4700 | Print & Reproduction | 4,000 | Letterhead, envelopes, paper supplies (City Hall) |
| 4801 | Christmas Decorations | 31,000 | Citywide Christmas ornaments and displays |
| 4804 | Fireworks | 26,000 | Fireworks and barge rental for City's July 4th event |
| 4813 | Water Taxi/Ferry Service | 25,000 | Maximum annual contribution as authorized by Board of Commissioners in July 2017 |
| 5100 | Office Supplies | 9,000 | Office supplies and furnishings (City Hall) |
| 5420 | Dues & Subscriptions | 200 | Website (.gov) renewal; Sam's Club membership (Citywide supplies) |
| | Subtotal Operating | 465,100 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvement | 50,000 | Continued Gateway signage design/engineering |
| | Subtotal Capital Outlay | 50,000 | |
| | **TOTAL NON-DEPARTMENTAL** | **$515,100** | |

# PUBLIC WORKS ADMINISTRATION

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 66,913 | 115,393 | 151,300 | 151,300 | 148,600 |
| OPERATING | 240,011 | 132,961 | 145,200 | 145,200 | 151,200 |
| CAPITAL | - | - | 50,000 | 50,000 | 70,000 |
| **TOTAL** | **$306,924** | **$248,354** | **$346,500** | **$346,500** | **$369,800** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $306,924 | $248,354 | $346,500 | $346,500 | $369,800 |

## DESCRIPTION

While the budget is adopted by department and fund, in practice the Public Works program consists of General Fund administrative services; the Sanitation Fund; and the Stormwater Fund. As such, Public Works is responsible for the development, operation, maintenance and engineering of streets, beaches, parks, drainage systems and refuse disposal. Personnel are assigned to the construction, maintenance and repair of City infrastructure. Public Works activities are intended to ensure the health, safety and welfare of the community.

## PUBLIC WORKS ADMINISTRATION (001.3000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 55,701 | 97,669 | 116,900 | 116,900 | 114,600 | -1.97% |
| 1400 | Overtime | 108 | 1,644 | - | - | - | |
| 2100 | Social Security | 4,277 | 7,600 | 9,000 | 9,000 | 8,800 | -2.22% |
| 2203 | ICMA 401(a) Plan | 1,948 | 2,476 | 4,700 | 4,700 | 4,600 | -2.13% |
| 2300 | Group Insurance | 2,905 | 3,936 | 13,900 | 13,900 | 14,200 | 2.16% |
| 2400 | Worker's Compensation | 1,974 | 2,068 | 6,800 | 6,800 | 6,400 | -5.88% |
| | Subtotal Personnel | 66,913 | 115,393 | 151,300 | 151,300 | 148,600 | -1.78% |
| | **OPERATING:** | | | | | | |
| 3400 | Other Contractual Services | - | - | - | - | - | |
| 4000 | Travel and Training | 673 | - | 5,500 | 5,500 | 5,500 | 0.00% |
| 4110 | Cellular Telephone | 78 | 293 | 1,600 | 1,600 | 1,600 | 0.00% |
| 4200 | Postage | 21 | | - | - | - | |
| 4336 | Electric - Street Lights | 84,922 | | - | - | - | |
| 4337 | Electric - Traffic Signals | 3,976 | | - | - | - | |
| 4400 | Rentals and Leases | 9,191 | 9,756 | 15,000 | 15,000 | 15,000 | 0.00% |
| 4500 | General Insurance | 41,263 | 33,630 | 33,300 | 33,300 | 33,300 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 2,266 | 2,869 | 3,000 | 3,000 | 3,000 | 0.00% |
| 4610 | Maintenance - Building | - | | - | - | - | |
| 4640 | Maintenance - Other Equipment | 6,767 | 14,634 | 7,500 | 7,500 | 7,500 | 0.00% |
| 4650 | Maintenance - Streets | 13,302 | 5,492 | 15,000 | 15,000 | 15,000 | 0.00% |
| 4670 | Maintenance - Signs & Signals | 60,504 | 51,550 | 50,000 | 50,000 | 50,000 | 0.00% |
| 4680 | Maintenance - Tires | 2,040 | | - | - | - | |
| 5200 | Uniforms | 30 | 886 | - | - | - | |
| 5210 | Departmental Supplies | 6,662 | 8,597 | 6,000 | 6,000 | 6,000 | 0.00% |
| 5217 | Flag Supplies | 437 | 1,524 | 2,000 | 2,000 | 2,000 | 0.00% |
| 5220 | Gasoline & Oil | 5,857 | 2,834 | 5,500 | 5,500 | 5,500 | 0.00% |
| 5230 | Tools | 2,022 | 896 | 800 | 800 | 6,800 | 750.00% |
| | Subtotal Operating | 240,011 | 132,961 | 145,200 | 145,200 | 151,200 | 4.13% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | | | | | 70,000 | 0.00% |
| 6400 | Capital Equipment | - | - | 50,000 | 50,000 | - | -100.00% |
| | Subtotal Capital Outlay | - | - | 50,000 | 50,000 | 70,000 | 40.00% |
| | **TOTAL PUBLIC WORKS** | **$306,924** | **$248,354** | **$346,500** | **$346,500** | **$369,800** | **6.72%** |

## PUBLIC WORKS ADMINISTRATION (001.3000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 114,600 | Staff wages, including allocation of Public Works Director and Administrative Assistant positions (20% each) |
| 2100 | Social Security | 8,800 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 4,600 | City contribution to full-time staff retirement at 9% of salary |
| 2300 | Group Insurance | 14,200 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 6,400 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 148,600 | |
| | **OPERATING:** | | |
| 4000 | Travel and Training | 5,500 | American Public Works Association (APWA) Conference |
| 4110 | Cellular Telephone | 1,600 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4400 | Rentals and Leases | 15,000 | Public works storage facility rental, including planned increase per contract |
| 4500 | General Insurance | 33,300 | Property, auto, pollution policies per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 3,000 | Public Works vehicle auto maintenance |
| 4640 | Maintenance - Other Equipment | 7,500 | Maintenance of tractors and small equipment |
| 4650 | Maintenance - Streets | 15,000 | Sidewalk repair, roadway patching, etc. |
| 4670 | Maintenance - Signs & Signals | 50,000 | Pinellas County traffic signal maintenance interlocal agreement |
| 5210 | Departmental Supplies | 6,000 | Small parts, operating equipment as needed by the Mechanic |
| 5217 | Flag Supplies | 2,000 | Flag displays, special event banners, city signs, etc. |
| 5220 | Gasoline & Oil | 5,500 | Estimated Public Works vehicle fuel consumption |
| 5230 | Tools | 6,800 | Mechanic Hand tools ($800) and Diagnostic Tool ($6000) |
| | Subtotal Operating | 151,200 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvement | 70,000 | Street Resurfacing ($20,000); Road sign replacement ($50,000) |
| 6400 | Capital Equipment | - | |
| | Subtotal Capital Outlay | 70,000 | |
| | **TOTAL PUBLIC WORKS** | **$369,800** | |

# PUBLIC WORKS ADMINISTRATION

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Public Works Director | 0.20 | 0.20 | 0.20 | 0.20 |
| Lead Mechanic | 0.30 | 0.30 | 0.60 | 0.60 |
| Administrative Assistant | 0.20 | 0.20 | 0.20 | 0.20 |
| Public Works Technician | 0.00 | 0.00 | 1.00 | 1.00 |
| Total Funded Positions | 0.70 | 0.70 | 2.00 | 2.00 |

## FY 2018 POSITION CHANGES SUMMARY

The budget includes continued funding related to two FY 2016 amendments previously authorized by the Board of Commissioners: Resolution 2015-44 authorized increases to the Lead Mechanic position's wages and hours; Resolution 2016-06 authorized the transfers and funding necessary to add a full-time Public Works Technician position.

# FIRE / EMERGENCY MEDICAL SERVICES

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 1,162,970 | 1,222,004 | 1,287,100 | 1,287,100 | 1,416,300 |
| OPERATING | 153,551 | 139,462 | 165,400 | 166,490 | 188,500 |
| CAPITAL | 40,724 | - | 58,400 | 66,224 | 65,000 |
| **TOTAL** | **$1,357,245** | **$1,361,466** | **$1,510,900** | **$1,519,814** | **$1,669,800** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $1,357,245 | $1,361,466 | $1,510,900 | $1,519,814 | $1,669,800 |

## DESCRIPTION

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.

## SERVICES

***EDUCATION.*** The Fire Department holds classes and provides 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 2016, the Fire/EMS Department responded to a total of 1,717 calls. Of these calls, 416 were related to structure/vehicle fires or other non-medical emergencies.

***EMERGENCY MEDICAL SERVICE.*** In FY 2016, the Fire/EMS Department answered 1,328 emergency medical calls.

# FIRE/EMS (001.4000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 710,454 | 719,039 | 778,600 | 778,600 | 858,100 | 10.21% |
| 1400 | Overtime | 88,406 | 102,272 | 100,000 | 100,000 | 100,000 | 0.00% |
| 2100 | Social Security | 59,882 | 61,313 | 59,600 | 59,600 | 67,800 | 13.76% |
| 2202 | FRS - Special Risk | 135,660 | 161,163 | 151,200 | 151,200 | 159,500 | 5.49% |
| 2203 | ICMA 401(a) Plan | 11,122 | 9,305 | 7,900 | 7,900 | 8,100 | 2.53% |
| 2206 | FRS - DROP | | 991 | | | 13,000 | |
| 2300 | Group Insurance | 111,162 | 132,243 | 142,000 | 142,000 | 155,400 | 9.44% |
| 2400 | Worker's Compensation | 46,284 | 35,678 | 47,800 | 47,800 | 54,400 | 13.81% |
| | Subtotal Personnel | 1,162,970 | 1,222,004 | 1,287,100 | 1,287,100 | 1,416,300 | 10.04% |
| | **OPERATING:** | | | | | | |
| 3135 | Employee Physicals | 5,288 | - | 8,000 | 8,000 | 8,000 | 0.00% |
| 3200 | Accounting and Auditing | - | - | 2,500 | 2,500 | 2,500 | 0.00% |
| 3400 | Contractual Services | 9,390 | 14,231 | 23,000 | 23,000 | 23,000 | 0.00% |
| 4000 | Travel and Training | 9,365 | 8,964 | 9,000 | 9,000 | 9,000 | 0.00% |
| 4100 | Telephone | 4,125 | 3,622 | 2,300 | 2,300 | 2,500 | 8.70% |
| 4110 | Cellular Telephone | 390 | 418 | 1,100 | 1,100 | 1,500 | 36.36% |
| 4200 | Postage | 200 | 207 | 300 | 300 | 300 | 0.00% |
| 4331 | Electric - Building | 398 | | 9,400 | 9,400 | 9,400 | 0.00% |
| 4340 | Waste Disposal | - | 2,500 | 2,500 | 2,500 | 2,500 | 0.00% |
| 4500 | General Insurance | 16,362 | 15,951 | 18,500 | 18,500 | 18,500 | 0.00% |
| 4515 | AD&D Insurance | 812 | 872 | 900 | 900 | 900 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 28,918 | 19,782 | 25,000 | 25,000 | 23,000 | -8.00% |
| 4610 | Maintenance - Building | 11,571 | 7,660 | 9,000 | 10,090 | 10,500 | 4.06% |
| 4640 | Maintenance - Other Equipment | 7,307 | 23,724 | 7,500 | 7,500 | 7,500 | 0.00% |
| 4680 | Maintenance - Tires | 4,252 | | - | - | - | |
| 4691 | Maintenance - Radio Equipment | 5,443 | 3,512 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4700 | Print & Reproduction | 286 | 728 | 500 | 500 | 500 | 0.00% |
| 4800 | Promotions & Public Relations | 1,426 | 3,272 | 2,500 | 2,500 | 2,500 | 0.00% |
| 4920 | Licenses & Permits | 2,220 | 261 | 2,500 | 2,500 | 2,500 | 0.00% |
| 5100 | Office Supplies | 1,691 | 593 | 1,500 | 1,500 | 1,500 | 0.00% |
| 5200 | Uniforms | 12,202 | 9,082 | 5,000 | 5,000 | 5,500 | 10.00% |
| 5210 | Departmental Supplies | 13,599 | 7,134 | 8,500 | 8,500 | 31,000 | 264.71% |
| 5220 | Gasoline & Oil | 11,435 | 8,157 | 13,400 | 13,400 | 13,400 | 0.00% |
| 5230 | Tools | 4,363 | 6,358 | 5,000 | 5,000 | 5,000 | 0.00% |
| 5250 | Other Medical Supplies | 77 | | - | - | - | |
| 5420 | Dues & Subscriptions | 2,431 | 2,434 | 2,500 | 2,500 | 2,500 | 0.00% |
| | Subtotal Operating | 153,551 | 139,462 | 165,400 | 166,490 | 188,500 | 13.22% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | - | - | 42,400 | 42,400 | 15,000 | -64.62% |
| 6400 | Capital Equipment | 40,724 | - | 16,000 | 23,824 | 50,000 | 109.87% |
| | Subtotal Capital Outlay | 40,724 | - | 58,400 | 66,224 | 65,000 | -1.85% |
| | **TOTAL FIRE/EMS** | **$1,357,245** | **$1,361,466** | **$1,510,900** | **$1,519,814** | **$1,669,800** | **9.87%** |

# FIRE/EMS (001.4000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 858,100 | Staff wages which includes New Fire Inspector |
| 1400 | Overtime | 100,000 | Overtime as authorized by the Fire Chief |
| 2100 | Social Security | 67,800 | FICA contributions at 7.65% of salary |
| 2202 | FRS - Special Risk | 159,500 | City contribution to firefighter retirement at FRS Special Risk required contribution rate |
| 2203 | ICMA 401(a) Plan | 8,100 | City contribution to Administrative Assistant retirement at 9% of salary |
| 2206 | FRS - DROP | 13,000 | City contribution for Fire Chief in DROP status |
| 2300 | Group Insurance | 155,400 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 54,400 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 1,416,300 | |
| | **OPERATING:** | | |
| 3135 | Employee Physicals | 8,000 | Annual comprehensive physical exams for Fire Chief and Firefighters |
| 3200 | Accounting and Auditing | 2,500 | Annual EMS Audit as required by Pinellas County |
| 3400 | Contractual Services | 23,000 | Cleaning and janitorial services contract allocation ($18,000); Target Solutions software ($1,500); estimated taxi service for paramedics returning from hospital ($500); misc. ($3,000) |
| 4000 | Travel and Training | 9,000 | Florida Fire Chiefs Association; National Fire Academy; tactics, strategy, company officer, water rescue, inspection training |
| 4100 | Telephone | 2,500 | Bright House service allocation: internet, television, phones |
| 4110 | Cellular Telephone | 1,500 | Verizon Wireless service contract and/or reimbursement of personal phone use (includes increase for phone upgrades) |
| 4200 | Postage | 300 | Miscellaneous correspondence |
| 4331 | Electric - Building | 9,400 | Utility expenditures previously included in non-departmental program |
| 4340 | Waste Disposal | 2,500 | Sanitation Fund billing to General Fund for waste disposal services |
| 4500 | General Insurance | 18,500 | Auto, flood, and hull policies per quoted estimate |
| 4515 | AD&D Insurance | 900 | Accidental death and dismemberment policy per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 23,000 | Apparatus and vehicle preventive maintenance and repairs |
| 4610 | Maintenance - Building | 10,500 | Maintenance agreements: A/C ($3,500), fire alarms ($800), bay doors ($1,300), hood system ($600); misc. ($4,500) |
| 4640 | Maintenance - Other Equipment | 7,500 | Maintenance of air tanks, bunker gear, tools, pumps, and generator |
| 4691 | Maintenance - Radio Equipment | 5,000 | Annual maintenance contract and radio/headset equipment repairs as needed |
| 4700 | Print & Reproduction | 500 | Training manuals, emergency plan, and annual service report |
| 4800 | Promotions & Public Relations | 2,500 | Public education materials and teaching supplies |
| 4920 | Licenses & Permits | 2,500 | Federal and state licensing requirements and re-certifications |
| 5100 | Office Supplies | 1,500 | Office supplies and furnishings |
| 5200 | Uniforms | 5,500 | Uniforms, shoes, bunker gear, helmets, boots, safety equipment; rain gear, etc. Also increase for one new position |
| 5210 | Departmental Supplies | 31,000 | Includes items estimated at $20,000 for new Ladder truck; remaining $11,000 for kitchen/cleaning supplies and disposable materials |
| 5220 | Gasoline & Oil | 13,400 | Estimated Fire Department vehicle fuel consumption |
| 5230 | Tools | 5,000 | Hydrant repair parts, hoses, clamps, couplings, gauges, etc. |
| 5420 | Dues & Subscriptions | 2,500 | 1st Responder Newspaper; Florida Fire Chiefs Association; Florida Fire Marshals and Inspectors Association; National Fire Protection Association; National Testing Network; Pinellas County Fire Chiefs Association |
| | Subtotal Operating | 188,500 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvement | 15,000 | Paint/stripe of Engine |
| 6400 | Capital Equipment | 50,000 | Equipment for Ladder Truck |
| | Subtotal Capital Outlay | 65,000 | |
| | **TOTAL FIRE/EMS** | **$1,669,800** | |

# FIRE/EMS

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Lieutenant | 3.00 | 3.00 | 3.00 | 3.00 |
| Fire Inspector | 0.00 | 0.00 | 0.00 | 1.00 |
| Firefighter | 9.00 | 9.00 | 9.00 | 9.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Funded Positions | 14.00 | 14.00 | 14.00 | 15.00 |

## FY 2018 POSITION CHANGES SUMMARY

This budget includes a new Fire Inspector position. This position would generate an estimated $25,000 in revenue.

# LAW ENFORCEMENT

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| OPERATING | 1,201,900 | 1,285,840 | 1,228,000 | 1,228,000 | 1,238,900 |
| **TOTAL** | **$1,201,900** | **$1,285,840** | **$1,228,000** | **$1,228,000** | **$1,238,900** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $1,201,900 | $1,285,840 | $1,228,000 | $1,228,000 | $1,238,900 |

## DESCRIPTION

The City of Madeira Beach contracts with the Pinellas County Sheriff's Office (PCSO) for law enforcement within the City.

## SERVICES

***COMMUNITY POLICING.*** The City has a full-time community policing deputy permanently assigned to Madeira Beach to address neighborhood crime issues.

***COMPLIANCE.*** The budget includes a full-time deputy permanently assigned to Madeira Beach to enforce ordinances; particularly, code enforcement and short-term rentals.

# LAW ENFORCEMENT (001.4010)

| CODE | ACCOUNT TITLE | FY 2105 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **OPERATING:** | | | | | | |
| 3131 | Law Enforcement Services | 1,201,400 | 1,284,840 | 1,227,500 | 1,227,500 | 1,238,400 | 0.89% |
| 3410 | County Services | 500 | 1,000 | 500 | 500 | 500 | 0.00% |
| | Subtotal Operating | 1,201,900 | 1,285,840 | 1,228,000 | 1,228,000 | 1,238,900 | 0.89% |
| | **TOTAL LAW ENFORCEMENT** | **$1,201,900** | **$1,285,840** | **$1,228,000** | **$1,228,000** | **$1,238,900** | **0.89%** |

# LAW ENFORCEMENT (001.4010)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **OPERATING:** | | |
| 3131 | Law Enforcement Services | 1,238,400 | Pinellas County Sheriff's Office contract includes an increase of 2.49%. A savings of $19,108 occurred in February 2017 after the amount of $1,227,500 for FY 2017 was Adopted |
| 3410 | County Services | 500 | Pinellas County's ordinance citation fee: $10 per violation |
| | Subtotal Operating | 1,238,900 | |
| | **TOTAL LAW ENFORCEMENT** | **$1,238,900** | |

# PARKS

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| OPERATING | 212,510 | 197,830 | 149,100 | 149,100 | 138,200 |
| CAPITAL | 37,665 | 382,213 | - | 35,000 | - |
| **TOTAL** | **$250,175** | **$580,043** | **$149,100** | **$184,100** | **$138,200** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $250,175 | $580,043 | $149,100 | $184,100 | $138,200 |

## DESCRIPTION

The leisure services provided to the community through the Parks and Recreation Departments are intended to enhance the quality of life for citizens and visitors. The Parks program is responsible for the maintenance, operation, and preservation of all City parks, beaches, and public open spaces. While the budget is adopted by department and fund, in practice the Parks operation consists of both General Fund and Archibald Fund allocations.

# PARKS (001.4900)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **OPERATING:** | | | | | | |
| 3400 | Contractual Services | 73,709 | 84,598 | 95,900 | 95,900 | 85,000 | -11.37% |
| 3412 | Contractual Services - Archibald | - | | - | - | - | |
| 3414 | Contractual Services - Causeway Park | 8,104 | 11,690 | - | - | - | |
| 3415 | Contractual Services - John's Pass Park | 8,104 | 11,690 | - | - | - | |
| 4000 | Travel and Training | 328 | | - | - | - | |
| 4110 | Cellular Telephone | 986 | 922 | - | - | - | |
| 4311 | Water Service - Medians | 6,774 | 3,408 | 4,000 | 4,000 | 4,000 | 0.00% |
| 4312 | Water Service - Parks | 22,001 | 27,128 | 27,700 | 27,700 | 27,700 | 0.00% |
| 4314 | Water Service - Buildings | 2,371 | | - | - | - | |
| 4332 | Electric - Sprinklers | 3,331 | 3,624 | - | - | - | |
| 4339 | Electric - Park Restrooms | 1,134 | 1,036 | - | - | - | |
| 4340 | Waste Disposal | 43,600 | 13,200 | 13,200 | 13,200 | 13,200 | 0.00% |
| 4500 | General Insurance | 8,688 | 8,505 | 8,300 | 8,300 | 8,300 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 391 | 480 | - | - | - | |
| 4612 | Maintenance - Building (Archibald Park) | 12 | | - | - | - | |
| 4613 | Maintenance - Building (John's Pass Park) | 329 | 5,556 | - | - | - | |
| 4620 | Maintenance - Grounds/Parks (Pocket Parks) | 12,798 | 8,790 | - | - | - | |
| 4622 | Maintenance - Grounds/Parks (Causeway) | 3,891 | 7,623 | - | - | - | |
| 4630 | Maintenance - Grounds/Parks (J.P. Park) | 2,345 | 1,355 | - | - | - | |
| 4640 | Maintenance - Other Equipment | 6,453 | 4,136 | - | - | - | |
| 4660 | Maintenance - Seawalls | 2,674 | | - | - | - | |
| 4680 | Maintenance - Tires | - | | - | - | - | |
| 5200 | Uniforms | - | | - | - | - | |
| 5210 | Departmental Supplies | 2,087 | 2,074 | - | - | - | |
| 5220 | Gasoline & Oil | 2,400 | 2,015 | - | - | - | |
| 5230 | Tools | - | | - | - | - | |
| 5420 | Dues & Subscriptions | - | | - | - | - | |
| | Subtotal Operating | 212,510 | 197,830 | 149,100 | 149,100 | 138,200 | -7.31% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvements | - | 343,674 | - | 35,000 | - | -100.00% |
| 6400 | Capital Equipment | 37,665 | 38,539 | - | - | - | |
| 6911 | 9/11 Memorial | - | | - | - | - | |
| | Subtotal Capital Outlay | 37,665 | 382,213 | - | 35,000 | - | -100.00% |
| | **TOTAL PARKS** | **$250,175** | **$580,043** | **$149,100** | **$184,100** | **$138,200** | **-24.93%** |

## PARKS (001.4900)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **OPERATING:** | | |
| 3400 | Contractual Services | 85,000 | Contractual services to provide City's primary landscaping care, includes a decrease due to City Centre now done by current recreation staff |
| 4311 | Water Service - Medians | 4,000 | Pinellas County Utility expenditures at Gulf Blvd. medians |
| 4312 | Water Service - Parks | 27,700 | Pinellas County Utility expenditures at all City parks, street-end pocket parks, beach accesses, ball fields, etc. |
| 4340 | Waste Disposal | 13,200 | Sanitation Fund billing to General Fund for waste disposal services |
| 4500 | General Insurance | 8,300 | Property and auto policies per quoted estimate |
| | Subtotal Operating | 138,200 | |
| | **TOTAL PARKS** | **$138,200** | |

# RECREATION

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 321,195 | 388,878 | 443,600 | 443,600 | 455,500 |
| OPERATING | 239,442 | 381,424 | 395,700 | 396,880 | 407,700 |
| CAPITAL | 35,775 | 127,024 | 96,700 | 97,800 | 32,000 |
| DONATIONS | - | 10,686 | - | 23,100 | - |
| **TOTAL** | **$596,412** | **$908,012** | **$936,000** | **$961,380** | **$895,200** |
| FUNDING SOURCE: | | | | | |
| GENERAL FUND | $596,412 | $908,012 | $936,000 | $961,380 | $895,200 |

## DESCRIPTION

The leisure services provided to the community through the Parks and Recreation Departments are intended to enhance the quality of life for citizens and visitors. The Recreation program provides comprehensive services to include youth, adult, senior, fitness, and special event programs.

# RECREATION (001.5000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 230,945 | 290,133 | 323,000 | 323,000 | 330,500 | 2.32% |
| 1400 | Overtime | 7,290 | 6,067 | 7,500 | 7,500 | 7,500 | 0.00% |
| 2100 | Social Security | 18,211 | 22,643 | 24,800 | 24,800 | 25,300 | 2.02% |
| 2201 | Retirement - FRS | - | | - | - | - | |
| 2203 | ICMA 401(a) Plan | 16,590 | 19,257 | 22,500 | 22,500 | 25,300 | 12.44% |
| 2300 | Group Insurance | 42,337 | 45,607 | 59,900 | 59,900 | 61,300 | 2.34% |
| 2400 | Worker's Compensation | 5,822 | 5,171 | 5,900 | 5,900 | 5,600 | -5.08% |
| | Subtotal Personnel | 321,195 | 388,878 | 443,600 | 443,600 | 455,500 | 2.68% |
| | **OPERATING:** | | | | | | |
| 3117 | Umpires & Officials | 8,068 | 16,432 | 23,200 | 23,200 | 30,000 | 29.31% |
| 3121 | Computer Software Support | - | 2,100 | 2,100 | 2,100 | 2,100 | 0.00% |
| 3400 | Contractual Services | 30,203 | 25,732 | 38,500 | 38,500 | 38,500 | 0.00% |
| 3401 | Scorekeepers | 6,336 | 2,576 | 7,500 | 7,500 | 5,000 | -33.33% |
| 3401 | Instructors | - | - | 19,000 | 19,000 | 14,000 | -26.32% |
| 3402 | Ftiness | | 12,727 | | | | |
| 3405 | Temporary Services | - | 18,692 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4000 | Travel and Training | 10,984 | 7,011 | 9,500 | 9,500 | 17,700 | 86.32% |
| 4100 | Telephone | 3,805 | 3,551 | 4,800 | 4,800 | 4,800 | 0.00% |
| 4110 | Cellular Telephone | 411 | 618 | 1,000 | 1,000 | 1,000 | 0.00% |
| 4200 | Postage | 49 | 64 | 200 | 200 | 200 | 0.00% |
| 4331 | Electric - Buildings | 9,135 | 10,831 | 9,600 | 9,600 | 9,600 | 0.00% |
| 4333 | Electric - Ball Fields | 17,805 | 33,351 | 34,000 | 34,000 | 34,000 | 0.00% |
| 4340 | Waste Disposal | 4,800 | 5,900 | 5,900 | 5,900 | 5,900 | 0.00% |
| 4400 | Rentals and Leases | 1,221 | 6,239 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4500 | General Insurance | 41,714 | 24,319 | 25,200 | 27,400 | 27,400 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 2,270 | 3,273 | 4,500 | 4,500 | 4,500 | 0.00% |
| 4610 | Maintenance - Building | 5,149 | 7,186 | 10,000 | 10,000 | 18,000 | 80.00% |
| 4620 | Maintenance - Grounds & Parks | 22,262 | 25,577 | 30,000 | 32,800 | 38,000 | 15.85% |
| 4640 | Maintenance - Other Equipment | 2,872 | 22,153 | 3,000 | 3,000 | 3,000 | 0.00% |
| 4680 | Maintenance - Tires | 493 | - | - | - | - | |
| 4700 | Print & Reproduction | 256 | 7,940 | 7,500 | 7,500 | 5,000 | -33.33% |
| 4800 | Promotions & Public Relations | 13,944 | 56,677 | 55,000 | 55,000 | 30,000 | -45.45% |
| 4920 | Licenses & Permits | 626 | | 500 | 500 | 500 | 0.00% |
| 5100 | Office Supplies | 429 | 1,600 | 3,400 | 3,400 | 2,000 | -41.18% |
| 5101 | Athletic Programming | - | 7,949 | 8,500 | 8,500 | 8,500 | 0.00% |
| 5102 | Little League | - | 13,801 | 15,000 | 15,000 | 30,000 | 100.00% |
| 5103 | Senior Programming | - | | 5,000 | 5,000 | 5,000 | 0.00% |
| 5200 | Uniforms | 891 | 985 | 3,500 | 3,500 | 3,500 | 0.00% |
| 5210 | Departmental Supplies | 23,592 | 32,130 | 20,000 | 16,180 | 16,200 | 0.12% |
| 5212 | After School Program | 10,614 | 12,419 | 15,000 | 15,000 | 15,000 | 0.00% |
| 5218 | Summer Program | 18,032 | 16,667 | 20,000 | 20,000 | 24,000 | 20.00% |
| 5220 | Gasoline & Oil | 3,206 | 2,368 | 3,900 | 3,900 | 3,900 | 0.00% |
| 5420 | Dues & Subscriptions | 275 | 556 | 400 | 400 | 400 | 0.00% |
| | Subtotal Operating | 239,442 | 381,424 | 395,700 | 396,880 | 407,700 | 2.73% |

## RECREATION (001.5000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | 2,530 | | 38,000 | 38,000 | - | -100.00% |
| 6400 | Capital Equipment | 33,245 | 127,024 | 58,700 | 59,800 | 32,000 | -46.49% |
| | Subtotal Capital Outlay | 35,775 | 127,024 | 96,700 | 97,800 | 32,000 | -67.28% |
| | **DONATIONS:** | | | | | | |
| 8200 | DCO Enterprises | - | 10,686 | - | 23,100 | - | |
| | Subtotal Donations | - | 10,686 | - | 23,100 | - | 0.00% |
| | **TOTAL RECREATION** | **$596,412** | **$908,012** | **$936,000** | **$961,380** | **$895,200** | **-6.88%** |

## RECREATION (001.5000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 330,500 | Staff wages |
| 1400 | Overtime | 7,500 | Overtime as authorized by Parks and Recreation Director, primarily relating to special events |
| 2100 | Social Security | 25,300 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 25,300 | City contribution to full-time staff retirement at 9% of salary |
| 2300 | Group Insurance | 61,300 | Medical, dental, life and long-term disability coverage for full-time staff |
| 2400 | Worker's Compensation | 5,600 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 455,500 | |
| | **OPERATING:** | | |
| 3117 | Umpires & Officials | 30,000 | Officiating expenditures, which correspond to revenue-generating programs such as tournaments, league play, etc. |
| 3121 | Computer Software Support | 2,100 | Munis billing and customer database software support contract |
| 3400 | Other Contractual Services | 38,500 | Cleaning and janitorial services contract allocation |
| 3401 | Scorekeepers | 5,000 | Scorekeeping expenditures, which correspond to revenue-generating programs such as tournaments, league play, etc. |
| 3402 | Instructors | 14,000 | Fitness class (i.e. yoga, Zumba, etc.) independent contractor expenditures |
| 3405 | Temporary Contractual Services | 5,000 | Call-in labor as necessary for special events, weekend tournaments, etc. |
| 4000 | Travel and Training | 17,700 | National Recreation and Park Association manuals; Florida Recreation and Park Association conference; Pinellas County Schools childcare modules; Pinellas County License Board training; PTEC training ($7,500); Tuition Reimbursement for two staff ($10,200) |
| 4100 | Telephone | 4,800 | Bright House service allocation: internet, television, phones |
| 4110 | Cellular Telephone | 1,000 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4200 | Postage | 200 | Miscellaneous correspondence |
| 4331 | Electric - Buildings | 9,600 | Estimated Duke Energy expenditures (recreation center) |
| 4333 | Electric - Ball Fields | 34,000 | Estimated Duke Energy expenditures (ball fields, lighting) |
| 4340 | Waste Disposal | 5,900 | Sanitation Fund billing to General Fund for waste disposal services |
| 4400 | Rentals and Leases | 5,000 | Portable restrooms for league play, special events, tournaments, etc. |
| 4500 | General Insurance | 27,400 | Property, auto, flood policies per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 4,500 | Recreation vehicle and bus preventive maintenance and service |
| 4610 | Maintenance - Building | 18,000 | Maintenance agreements: A/C ($3,000), fire alarms ($600), window cleaning ($2,000); misc. ($12,400) |
| 4620 | Maintenance - Grounds & Parks | 38,000 | Recreation complex grounds, fences, seawalls, clay, ball fields, sprinkler systems, etc. |
| 4640 | Maintenance - Other Equipment | 3,000 | Maintenance of lawn tools, tractors, small equipment, etc. |
| 4700 | Print & Reproduction | 5,000 | Advertisements and flyers for events, leagues programs, etc. |
| 4800 | Promotions & Public Relations | 30,000 | Community outreach, sponsorships, promotions, special events, concerts, etc. |
| 4920 | Licenses & Permits | 500 | Pinellas County Health Department and License Board fees |
| 5100 | Office Supplies | 2,000 | Office supplies and furnishings |
| 5101 | Athletic Programming | 8,500 | Sports field supplies and equipment |
| 5102 | Little League | 30,000 | Program authorized by the Board of Commissioners in FY 2016 to partner with Madeira Beach Youth Baseball and Softball Association |
| 5103 | Senior Events | 5,000 | New program requested by Parks and Recreation Director to provide leisure service events to seniors |
| 5200 | Uniforms | 3,500 | Staff uniforms, work shirts, etc. |

# RECREATION (001.5000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| 5210 | Departmental Supplies | 16,200 | Special event expenditures, trophies, awards, sports equipment, etc. |
| 5212 | After School Program | 15,000 | Full-week holiday camps and after-school program supplies including games, arts and crafts, snacks, etc. |
| 5218 | Summer Program | 24,000 | Field trip expenditures and summer camp supplies |
| 5220 | Gasoline & Oil | 3,900 | Estimated Recreation vehicle fuel consumption |
| 5420 | Dues & Subscriptions | 400 | Florida Recreation and Park Association; Tampa Bay Beaches Chamber of Commerce; Women in Tourism |
| | Subtotal Operating | 407,700 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvement | - | |
| 6400 | Capital Equipment | 32,000 | Vehicle Replacement: 2005 Ford F150(#20) ($32,000) |
| | Subtotal Capital Outlay | 32,000 | |
| | **TOTAL RECREATION** | **$895,200** | |

# RECREATION

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Parks and Recreation Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Leisure Services Director | 1.00 | 0.00 | 0.00 | 0.00 |
| Central Services Director | 0.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 0.00 | 0.00 | 0.00 | 0.00 |
| Recreation Supervisor | 1.00 | 0.00 | 0.00 | 0.00 |
| Recreation Coordinator | 1.00 | 0.00 | 0.00 | 0.00 |
| Grounds Maintenance Worker | 0.00 | 0.00 | 0.00 | 0.00 |
| Building Maintenance Worker | 0.50 | 0.00 | 0.00 | 0.00 |
| Recreation Leader III | 0.00 | 3.00 | 3.00 | 3.00 |
| Recreation Leader II | 2.10 | 1.00 | 2.00 | 2.00 |
| Recreation Leader I | 1.50 | 2.75 | 3.25 | 3.25 |
| Total Funded Positions | 8.10 | 7.75 | 9.25 | 9.25 |

## FY 2018 POSITION CHANGES SUMMARY

The budget includes funding related to a series of FY 2016 amendments previously authorized by the Board of Commissioners: Resolution 2015-39 authorized two new part-time Recreation Leader I positions; Resolution 2015-42 authorized the addition of a part-time Grounds Maintenance Worker and a part-time Building Maintenance Worker, which was subsequently increased to a full-time position. Effective FY 2017, the Grounds Maintenance Worker is supported by the Archibald Fund rather than General Fund, the Building Maintenance Worker position is eliminated, and a Recreation Leader II position is added.

# PARKING ENFORCEMENT

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 97,598 | 98,155 | 112,300 | 112,300 | 117,000 |
| OPERATING | 145,680 | 166,762 | 168,800 | 169,032 | 180,600 |
| CAPITAL | - | - | 12,000 | 12,000 | 40,000 |
| **TOTAL** | **$243,278** | **$264,917** | **$293,100** | **$293,332** | **$337,600** |
| FUNDING SOURCE: | | | | | |
| PARKING FUND | $243,278 | - | - | - | - |
| GENERAL FUND | - | $264,917 | $293,100 | $293,332 | $337,600 |

## DESCRIPTION

The parking enforcement function, managed by the Finance Director, includes pay station maintenance and financial reporting; cash collections; ticketing; and customer service. The mission is to ensure compliance with City ordinances and to help provide safety and mobility throughout the City's parking lots, which are often heavily congested. Parking was previously operated as an enterprise fund prior to FY 2014. Budget information on the retired fund can be found in the supplemental section of this document.

# PARKING ENFORCEMENT (001.6000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 66,549 | 66,945 | 77,100 | 77,100 | 80,800 | 4.80% |
| 1400 | Overtime | - | 74 | 200 | 200 | 200 | 0.00% |
| 2100 | Social Security | 5,082 | 5,118 | 5,900 | 5,900 | 6,200 | 5.08% |
| 2203 | ICMA 401(a) Plan | 5,014 | 5,016 | 5,600 | 5,600 | 5,800 | 3.57% |
| 2300 | Group Insurance | 17,203 | 17,986 | 19,700 | 19,700 | 20,100 | 2.03% |
| 2400 | Worker's Compensation | 3,750 | 3,016 | 3,800 | 3,800 | 3,900 | 2.63% |
| 2500 | Unemployment Compensation | - | | - | - | - | |
| | Subtotal Personnel | 97,598 | 98,155 | 112,300 | 112,300 | 117,000 | 4.19% |
| | **OPERATING:** | | | | | | |
| 3111 | Armored Car Service | 1,384 | 1,384 | 300 | 300 | 300 | 0.00% |
| 3410 | County Services | - | | - | - | - | |
| 3411 | Contractual Ticket Processing | 19,520 | 20,047 | 11,400 | 11,400 | 23,200 | 103.51% |
| 4000 | Travel and Training | - | 2,675 | 1,500 | 1,500 | 1,500 | |
| 4110 | Cellular Telephone | - | 581 | 600 | 600 | 600 | 0.00% |
| 4200 | Postage | 551 | 113 | 500 | 500 | 500 | 0.00% |
| 4500 | General Insurance | 690 | 662 | 600 | 600 | 600 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 780 | 1,370 | 3,000 | 3,000 | 3,000 | 0.00% |
| 4640 | Maintenance - Other Equipment | 329 | 7,864 | 2,500 | 2,500 | 2,500 | 0.00% |
| 4655 | Maintenance - Pay Stations | 37,330 | 32,819 | 39,000 | 39,232 | 39,000 | -0.59% |
| 4680 | Maintenance - Tires | 182 | | - | - | - | |
| 4700 | Print & Reproduction | 1,176 | 1,046 | 2,500 | 2,500 | 2,500 | 0.00% |
| 4930 | Bank Service Fees | 79,274 | 95,497 | 87,800 | 87,800 | 87,800 | 0.00% |
| 5100 | Office Supplies | 53 | 38 | 500 | 500 | 300 | -40.00% |
| 5200 | Uniforms | 586 | 709 | 800 | 800 | 1,000 | 25.00% |
| 5210 | Departmental Supplies | 268 | 84 | 15,000 | 15,000 | 15,000 | 0.00% |
| 5220 | Gasoline & Oil | 3,557 | 1,873 | 2,800 | 2,800 | 2,800 | 0.00% |
| | Subtotal Operating | 145,680 | 166,762 | 168,800 | 169,032 | 180,600 | 6.84% |
| | **CAPITAL:** | | | | | | |
| 6400 | Capital Equipment | - | - | 12,000 | 12,000 | 40,000 | 233.33% |
| | Subtotal Capital Outlay | - | - | 12,000 | 12,000 | 40,000 | 233.33% |
| | **TOTAL PARKING ENFORCEMENT** | **$243,278** | **264,917** | **293,100** | **$293,332** | **$337,600** | **15.09%** |

# PARKING ENFORCEMENT (001.6000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 80,800 | Staff wages |
| 1400 | Overtime | 200 | Call-in duty as necessary to maintain pay station functionality |
| 2100 | Social Security | 6,200 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 5,800 | City contribution to full-time staff retirement at 9% of salary |
| 2300 | Group Insurance | 20,100 | Medical, dental, life and long-term disability coverage for full-time employees |
| 2400 | Worker's Compensation | 3,900 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 117,000 | |
| | **OPERATING:** | | |
| 3111 | Armored Car Service | 300 | Bank deposit service fees |
| 3411 | Contractual Ticket Processing | 23,200 | Contractual ticket processing services with Complus Data Innovations (12.5% fee/ticket) plus increased ticket volume for FY18 |
| 4000 | Travel and Training | 1,500 | Tuition reimbursement |
| 4110 | Cellular Telephone | 600 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4200 | Postage | 500 | Miscellaneous correspondence |
| 4500 | General Insurance | 600 | Auto policy per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 3,000 | Parking vehicle preventive maintenance and service |
| 4640 | Maintenance - Other Equipment | 2,500 | Maintenance of change machines located in John's Pass Village and change-counting machine at City Hall; maintenance of electric-vehicle charging station located in John's Pass Park |
| 4655 | Maintenance - Pay Stations | 39,000 | Pay station spare parts kit; connection service required to process credit card transactions; service calls at $125/call |
| 4700 | Print & Reproduction | 2,500 | Parking passes and parking ticket production |
| 4930 | Bank Service Fees | 87,800 | Pay station credit card payment interchange fees |
| 5100 | Office Supplies | 300 | Office supplies and furnishings |
| 5200 | Uniforms | 1,000 | Staff uniforms, work shirts, etc. |
| 5210 | Departmental Supplies | 15,000 | Tools, batteries and replacement items as needed to support pay stations |
| 5220 | Gasoline & Oil | 2,800 | Estimated Parking vehicle fuel consumption |
| | Subtotal Operating | 180,600 | |
| | **CAPITAL:** | | |
| 6400 | Capital Equipment | 40,000 | Parking pay station upgrades |
| | Subtotal Capital Outlay | 40,000 | |
| | **TOTAL PARKING ENFORCEMENT** | **$337,600** | |

# PARKING ENFORCEMENT

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Division Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Parking Enforcement Officer II | 1.00 | 1.00 | 1.00 | 1.00 |
| Parking Enforcement Officer I | 1.05 | 0.75 | 0.75 | 0.75 |
| Total Funded Positions | 3.05 | 2.75 | 2.75 | 2.75 |

# JOHN'S PASS VILLAGE

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| OPERATING | 113,873 | 123,543 | 146,800 | 146,800 | 152,300 |
| CAPITAL | 13,000 | 36,885 | 365,000 | 662,115 | - |
| **TOTAL** | **$126,873** | **$160,428** | **$511,800** | **$808,915** | **$152,300** |
| FUNDING SOURCE: | | | | | |
| JOHN'S PASS VILLAGE FUND | $126,873 | - | - | - | - |
| GENERAL FUND | - | $160,428 | $511,800 | $808,915 | $152,300 |

## DESCRIPTION

The John's Pass Village district includes the commercial fishing and entertainment center located immediately north and adjacent to the John's Pass Bridge. The City's mission at this location is to help facilitate tourism by providing the infrastructure and services necessary to support local businesses. The John's Pass Village division was previously operated as an enterprise fund prior to FY 2014. Budget information on the retired fund can be found in the supplemental section of this document.

# JOHN'S PASS VILLAGE (001.8000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **OPERATING:** | | | | | | |
| 3400 | Other Contractual Services | 11,641 | 16,763 | 22,400 | 22,400 | 22,400 | 0.00% |
| 4314 | Water Service - Buildings | 14,168 | 7,642 | 15,600 | 15,600 | 15,600 | 0.00% |
| 4331 | Electric - Buildings | 2,220 | 2,127 | 2,200 | 2,200 | 5,200 | 136.36% |
| 4336 | Electric - Street Lights | 11,719 | 11,546 | 13,000 | 13,000 | 13,000 | 0.00% |
| 4340 | Waste Disposal | 27,600 | 38,900 | 38,900 | 38,900 | 38,900 | 0.00% |
| 4500 | General Insurance | 25,957 | 26,289 | 26,200 | 26,200 | 26,200 | 0.00% |
| 4610 | Maintenance - Building | 5,859 | 1,333 | 6,000 | 6,000 | 6,000 | 0.00% |
| 4620 | Maintenance - Grounds/Parks | 9,555 | 13,579 | 15,000 | 15,000 | 15,000 | 0.00% |
| 4630 | Maintenance - Boardwalk | 4,582 | 1,579 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4640 | Maintenance - Other Equipment | - | | - | - | - | |
| 5210 | Departmental Supplies | 572 | 3,785 | 2,500 | 2,500 | 5,000 | 100.00% |
| | Subtotal Operating | 113,873 | 123,543 | 146,800 | 146,800 | 152,300 | 3.75% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | 13,000 | 36,885 | 350,000 | 647,115 | - | -100.00% |
| 6313 | Seawall Improvement | - | | 15,000 | 15,000 | - | -100.00% |
| | Subtotal Capital Outlay | 13,000 | 36,885 | 365,000 | 662,115 | - | -100.00% |
| | **TOTAL JOHN'S PASS VILLAGE** | **$126,873** | **160,428** | **$511,800** | **$808,915** | **$152,300** | **-81.17%** |

# JOHN'S PASS VILLAGE (001.8000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **OPERATING:** | | |
| 3400 | Other Contractual Services | 22,400 | Cleaning and janitorial services contract allocation |
| 4314 | Water Service - Buildings | 15,600 | Pinellas County Utility expenditures at JPV restrooms and Fantasy Planet store |
| 4331 | Electric - Buildings | 5,200 | Electrical service to City facilities located in John's Pass Village |
| 4336 | Electric - Street Lights | 13,000 | Electric service for street lights, boardwalk lights, signs |
| 4340 | Waste Disposal | 38,900 | Sanitation Fund billing to General Fund for waste disposal services |
| 4500 | General Insurance | 26,200 | Property and flood policies per quoted estimate |
| 4610 | Maintenance - Building | 6,000 | Preventive maintenance and repair of Fantasy Planet retail store, village restrooms and air-conditioning systems |
| 4620 | Maintenance - Grounds/Parks | 15,000 | Grounds maintenance and beautification within John's Pass Village |
| 4630 | Maintenance - Boardwalk | 5,000 | Boardwalk maintenance and upkeep as needed |
| 5210 | Departmental Supplies | 5,000 | Signs, mulch, paint, ashtrays, receptacles, etc. |
| | Subtotal Operating | 152,300 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvement | - | |
| 6313 | Seawall Improvement | - | |
| | Subtotal Capital Outlay | - | |
| | **TOTAL JOHN'S PASS VILLAGE** | **$152,300** | |

# 3. Local Option
# Sales Tax Fund

# LOCAL OPTION SALES TAX FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| CAPITAL | 660,072 | 6,512 | 35,000 | 916,229 | 212,000 |
| OTHER | - | 49,526 | - | - | - |
| **TOTAL** | **$660,072** | **$56,038** | **$35,000** | **$916,229** | **$212,000** |
| FUNDING SOURCE: | | | | | |
| LOCAL OPTION SALES TAX FUND | $660,072 | $56,038 | $35,000 | $916,229 | $212,000 |

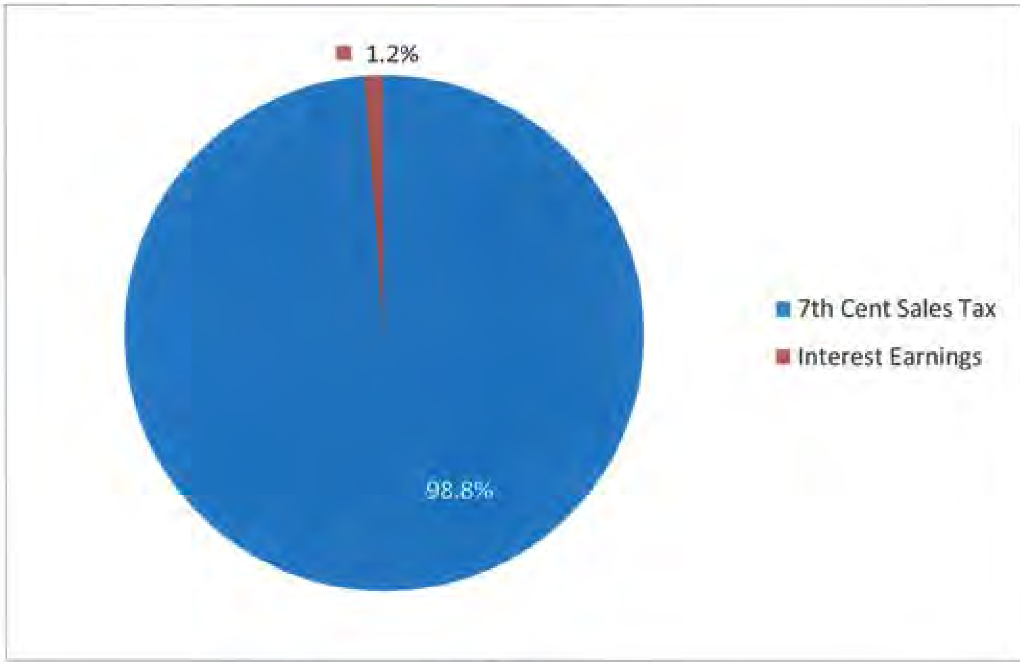
## DESCRIPTION

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 December 2019. Proceeds are shared between the county and municipalities in order to fund infrastructure improvements.

# LOCAL OPTION SALES TAX FUND

## FUNDING SOURCES

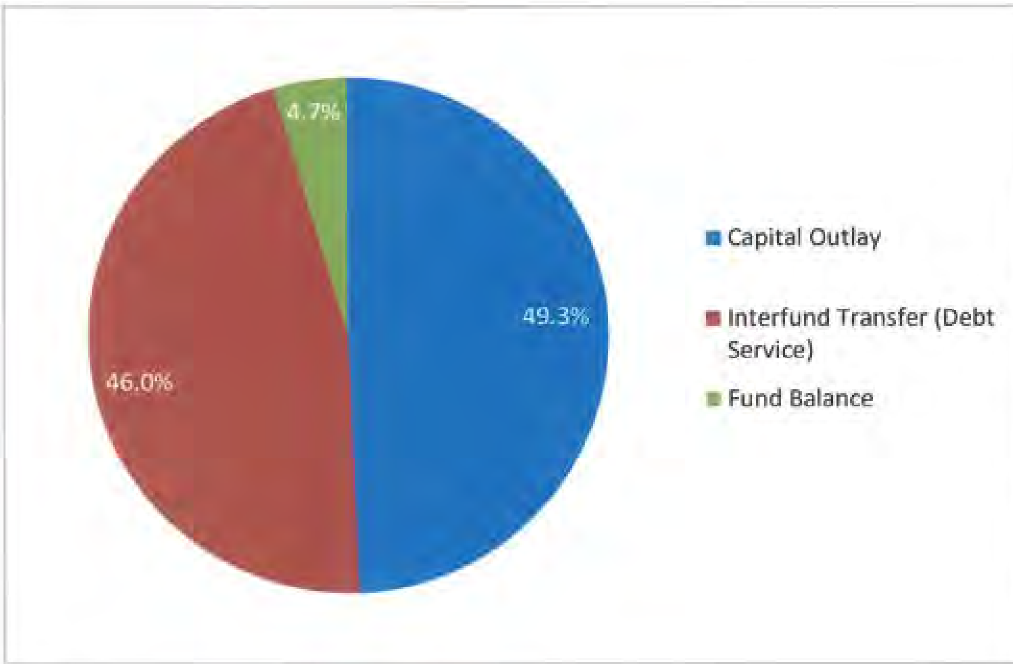
| | | |
|---|---|---|
| 7th Cent Sales Tax | 98.8% | 425,000 |
| Interest Earnings | 1.2% | 5,000 |
| **Total Funding Sources** | **100.00%** | **$430,000** |



# LOCAL OPTION SALES TAX FUND

**FUNDING USES**

| | | |
|---|---|---|
| Capital Outlay | 49.3% | 212,000 |
| Interfund Transfer (Debt Service) | 46.0% | 198,000 |
| Fund Balance | 4.7% | 20,000 |
| **Total Funding Uses** | **100.00%** | **$430,000** |



# LOCAL OPTION SALES TAX FUND: BUDGETED REVENUE, EXPENDITURES, AND FUND BALANCE

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Restricted balance | 879,824 | 633,299 | 681,500 | 1,687,493 | 987,000 | |
| | Est. FY 2017 operating revenue > revised budget | - | - | - | - | 10,000 | |
| | Total beginning available resources | $ 879,824 | $ 633,299 | $ 681,500 | $ 1,687,493 | $ 997,000 | -40.92% |
| | **Operating revenue:** | | | | | | |
| 312.600 | 7th cent sales tax | 412,999 | 436,345 | 411,100 | 411,100 | 425,000 | 3.38% |
| 361.100 | Interest earnings | 548 | 5,185 | 2,700 | 2,700 | 5,000 | 85.19% |
| | **Non-operating funding sources:** | | | | | | |
| 381.999 | Debt proceeds | - | 668,702 | - | - | - | |
| | Total funding sources | $ 413,547 | $ 1,110,232 | $ 413,800 | $ 413,800 | $ 430,000 | 3.91% |
| | **Capital outlay expenditures:** | 660,072 | 56,038 | 35,000 | 916,229 | 212,000 | |
| | **Non-operating funding uses:** | | | | | | |
| | Debt service, 2016 revenue note (transfer to D.S. Fund) | - | - | 198,000 | 198,000 | 198,000 | |
| | Cost of issuance, 2016 revenue note | - | - | - | - | - | |
| | Total funding uses | $ 660,072 | $ 56,038 | $ 233,000 | $ 1,114,229 | $ 410,000 | -63.20% |
| | **Restricted fund balance** | **$ 633,299** | **$ 1,687,493** | **$ 862,300** | **$ 987,064** | **$ 1,017,000** | **3.03%** |

# LOCAL OPTION SALES TAX FUND (103.9519)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvements | 72,939 | 6,512 | - | - | - | |
| 6311 | Archibald Memorial Beach Park Rehabilitation | - | - | - | - | - | |
| 6318 | City Centre | - | - | - | 110,000 | 50,000 | -54.55% |
| 6319 | Marina Dock Construction | 369,082 | - | - | - | - | |
| 6320 | Stormwater Drainage & Roadway Improvements | 210,751 | - | - | 1,050 | - | -100.00% |
| 6321 | Beach Groyne Rehabilitation | - | - | - | - | - | |
| 6325 | Madeira Way Improvements | 7,300 | - | 35,000 | 82,700 | - | -100.00% |
| 6400 | Capital Equipment | - | - | - | 722,479 | 162,000 | -77.58% |
| 6406 | ALS Vehicle Acquisition | - | - | - | - | - | |
| | Subtotal Capital Outlay | 660,072 | 6,512 | 35,000 | 916,229 | 212,000 | -76.86% |
| | **OTHER:** | | | | | | |
| 9999 | Cost of Issuance | - | 49,526 | - | - | - | |
| | Subtotal Other | - | 49,526 | - | - | - | |
| | **TOTAL LOCAL OPTION SALES TAX FUND** | **$660,072** | **$56,038** | **$35,000** | **$916,229** | **$212,000** | **-76.86%** |

## LOCAL OPTION SALES TAX FUND (103.9519)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **CAPITAL:** | | |
| 6318 | City Centre - Capital Improvement | 50,000 | City Centre Dock Construction |
| 6400 | Capital Equipment | 162,000 | Pay station installation |
| | Subtotal Capital Outlay | 212,000 | |
| | **TOTAL LOCAL OPTION SALES TAX FUND** | **$212,000** | |

4. Archibald Fund

# ARCHIBALD FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 97,234 | 101,529 | 147,500 | 147,500 | 172,200 |
| OPERATING | 96,046 | 143,650 | 178,700 | 178,700 | 184,600 |
| CAPITAL | 21,077 | 83,276 | 83,500 | 96,551 | 32,000 |
| **TOTAL** | **$214,357** | **$328,455** | **$409,700** | **$422,751** | **$388,800** |
| FUNDING SOURCE: | | | | | |
| ARCHIBALD FUND | $214,357 | $328,455 | $409,700 | $422,751 | $388,800 |

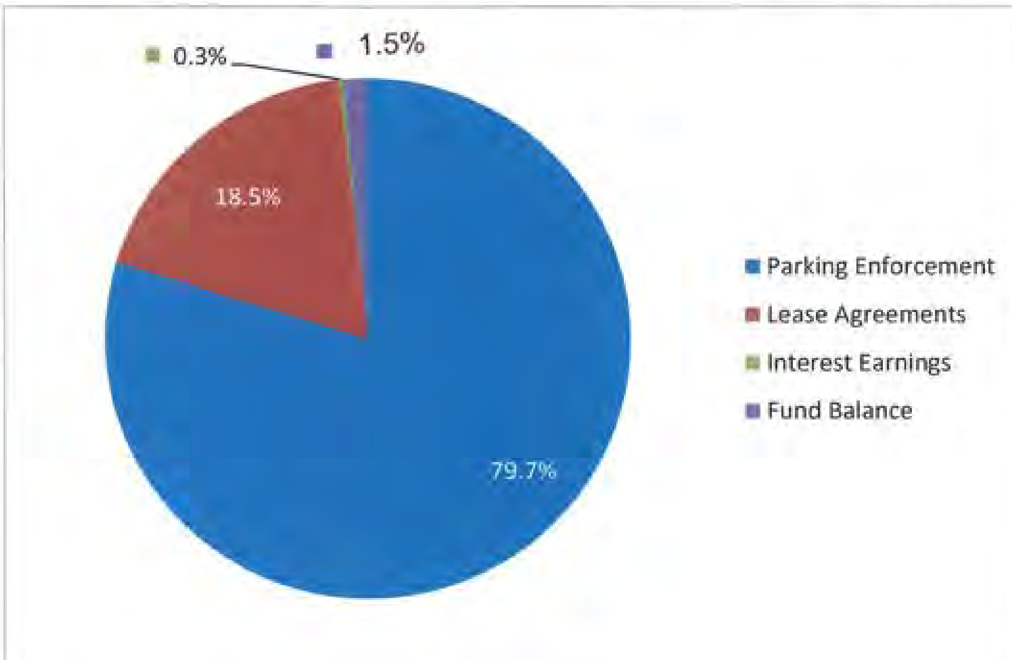
## DESCRIPTION

The Archibald Fund is a special revenue fund that was established in FY 2014. It is intended to illustrate the extent to which revenues collected at Archibald Memorial Beach Park are expended for parks and recreation services, in accordance with National Park Service precedent and Resolution 03.13 adopted by the City in June 2003.

# ARCHIBALD FUND

## FUNDING SOURCES

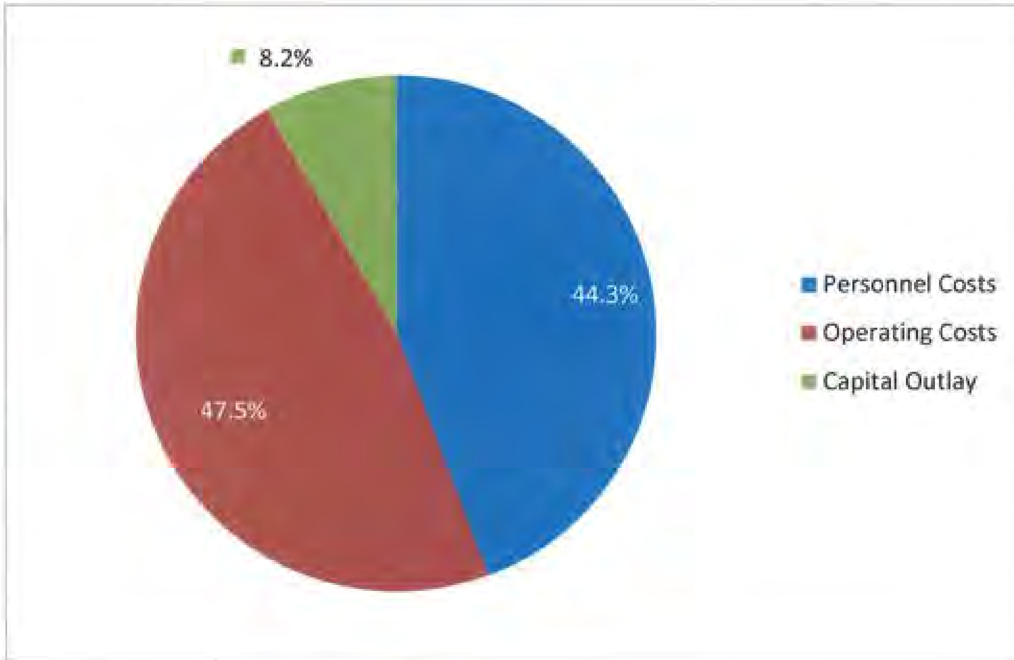
| | | |
|---|---|---|
| Parking Enforcement | 79.7% | 310,000 |
| Lease Agreements | 18.5% | 72,000 |
| Interest Earnings | 0.3% | 1,000 |
| Fund Balance | 1.5% | 5,800 |
| **Total Funding Sources** | **100.00%** | **$388,800** |



# ARCHIBALD FUND

## FUNDING USES

| | | |
|---|---|---|
| Personnel Costs | 44.3% | 172,200 |
| Operating Costs | 47.5% | 184,600 |
| Capital Outlay | 8.2% | 32,000 |
| **Total Funding Uses** | **100.00%** | **$388,800** |



# ARCHIBALD FUND:
# BUDGETED REVENUE, EXPENDITURES, AND FUND BALANCE

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Restricted balance | 30,520 | 131,431 | 181,300 | 255,224 | 175,400 | |
| | Est. FY 2017 operating revenue > revised budget | - | - | - | - | 50,000 | |
| | Est. FY 2017 operating expenditures < revised budget | - | - | - | - | 42,000 | |
| | Total beginning available resources | $ 30,520 | $ 131,431 | $ 181,300 | $ 255,224 | $ 267,400 | 4.77% |
| | **Operating revenue:** | | | | | | |
| 344.501 | Archibald Park parking meters | 206,537 | 336,839 | 270,000 | 270,000 | 310,000 | 14.81% |
| 347.594 | Beach concession lease | 36,731 | 43,333 | - | - | - | |
| 347.596 | Snack Shack operator lease | 72,000 | 72,000 | 72,000 | 72,000 | 72,000 | 0.00% |
| 361.100 | Interest earnings | - | 76 | 1,000 | 1,000 | 1,000 | 0.00% |
| | Total funding sources | $ 315,268 | $ 452,248 | $ 343,000 | $ 343,000 | $ 383,000 | 11.66% |
| | Total funding uses | $ 214,357 | $ 328,455 | $ 409,700 | $ 422,751 | $ 388,800 | -8.03% |
| | **Restricted fund balance** | **$ 131,431** | **$ 255,224** | **$ 114,600** | **$ 175,473** | **$ 261,600** | **49.08%** |

# ARCHIBALD FUND (110.9910)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 72,175 | 75,029 | 103,600 | 103,600 | 125,500 | 21.14% |
| 1400 | Overtime | 662 | 2,363 | 4,000 | 4,000 | 4,000 | 0.00% |
| 2100 | Social Security | 5,177 | 5,505 | 8,000 | 8,000 | 9,600 | 20.00% |
| 2201 | Retirement - FRS | 5,345 | 5,676 | 6,800 | 6,800 | 7,600 | 11.76% |
| 2203 | ICMA 401(a) Plan | - | - | - | - | - | |
| 2300 | Group Insurance | 9,434 | 9,681 | 20,100 | 20,100 | 20,500 | 1.99% |
| 2400 | Worker's Compensation | 4,441 | 3,275 | 5,000 | 5,000 | 5,000 | 0.00% |
| | Subtotal Personnel | 97,234 | 101,529 | 147,500 | 147,500 | 172,200 | 16.75% |
| | **OPERATING:** | | | | | | |
| 3405 | Temporary Contractual Services | - | 12,957 | - | - | - | |
| 3414 | Contractual Services - Causeway Park | - | - | 15,700 | 15,700 | 15,700 | 0.00% |
| 3415 | Contractual Services - John's Pass Park | - | - | 15,700 | 15,700 | 15,700 | 0.00% |
| 3600 | Administrative Services | 49,000 | 55,000 | 28,500 | 28,500 | 28,500 | 0.00% |
| 4000 | Travel and Training | 450 | 948 | 900 | 900 | 900 | 0.00% |
| 4110 | Cellular Telephone | - | - | 300 | 300 | 300 | 0.00% |
| 4312 | Water Service - Parks | 1,965 | 653 | 2,000 | 2,000 | 2,000 | 0.00% |
| 4314 | Water Service - Buildings | 11,649 | 15,660 | 16,000 | 16,000 | 16,000 | 0.00% |
| 4332 | Electric - Sprinklers | - | - | 4,100 | 4,100 | 5,000 | 21.95% |
| 4339 | Electric - Park Restrooms | 1,646 | 1,884 | 4,600 | 4,600 | 4,600 | 0.00% |
| 4340 | Waste Disposal | - | 14,900 | 14,900 | 14,900 | 14,900 | 0.00% |
| 4500 | General Insurance | 11,228 | 11,042 | 10,700 | 10,700 | 10,700 | 0.00% |
| 4600 | Maintenance - Auto Equipment | - | - | 900 | 900 | 900 | 0.00% |
| 4612 | Maintenance - Building | 3,461 | 10,189 | 6,000 | 6,000 | 11,000 | 83.33% |
| 4620 | Maintenance - Grounds/Parks | 5,065 | 7,339 | 25,000 | 25,000 | 25,000 | 0.00% |
| 4640 | Maintenance - Other Equipment | - | - | 1,000 | 1,000 | 1,000 | 0.00% |
| 4660 | Maintenance - Beach | 9,986 | 11,487 | 10,000 | 10,000 | 10,000 | 0.00% |
| 4690 | Maintenance - Palm Trees | - | - | 15,000 | 15,000 | 15,000 | 0.00% |
| 5200 | Uniforms | 45 | 102 | 500 | 500 | 500 | 0.00% |
| 5210 | Departmental Supplies | 1,443 | - | 3,000 | 3,000 | 3,000 | 0.00% |
| 5220 | Gasoline & Oil | - | - | 2,200 | 2,200 | 2,200 | 0.00% |
| 5230 | Tools | - | 622 | 1,000 | 1,000 | 1,000 | 0.00% |
| 5420 | Dues & Subscriptions | 108 | 866 | 700 | 700 | 700 | 0.00% |
| | Subtotal Operating | 96,046 | 143,650 | 178,700 | 178,700 | 184,600 | 3.30% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | 8,870 | 7,450 | 51,000 | 64,051 | - | -100.00% |
| 6400 | Capital Equipment | 12,207 | 75,826 | 32,500 | 32,500 | 32,000 | -1.54% |
| | Subtotal Capital Outlay | 21,077 | 83,276 | 83,500 | 96,551 | 32,000 | -66.86% |
| | **TOTAL ARCHIBALD FUND** | **$214,357** | **$328,455** | **$409,700** | **$422,751** | **$388,800** | **-8.03%** |

## ARCHIBALD FUND (110.9910)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 125,500 | Archibald Fund allocation of park staff wages |
| 1400 | Overtime | 4,000 | Overtime expenditures as authorized by the Parks and Recreation Director |
| 2100 | Social Security | 9,600 | FICA contributions at 7.65% of salary |
| 2201 | Retirement - FRS | 7,600 | City contribution to staff retirement at FRS required contribution rate |
| 2300 | Group Insurance | 20,500 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 5,000 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 172,200 | |
| | **OPERATING:** | | |
| 3414 | Contractual Services - Causeway Park | 15,700 | Cleaning and janitorial services contract allocation; previously supported by General Fund |
| 3415 | Contractual Services - John's Pass Park | 15,700 | Cleaning and janitorial services contract allocation; previously supported by General Fund |
| 3600 | Administrative Services | 28,500 | General Fund costs for support services provided to external operating funds, based on proportion of FTEs |
| 4000 | Travel and Training | 900 | Florida Nursery Growers & Landscape conference |
| 4312 | Water Service - Parks | 2,000 | Estimated water service at Archibald Park (grounds) |
| 4314 | Water Service - Building | 16,000 | Estimated water service at Archibald Park (restrooms, amenities) |
| 4332 | Electric - Sprinklers | 5,000 | Electrical service for sprinklers located throughout the City, previously supported by General Fund |
| 4339 | Electric - Park Restrooms | 4,600 | Electrical service at City park restrooms; includes $2,600 previously supported by General Fund |
| 4340 | Waste Disposal | 14,900 | Sanitation Fund billing for waste disposal services |
| 4500 | General Insurance | 10,700 | Property insurance policy per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 900 | Parks vehicle preventive maintenance and service; previously supported by General Fund |
| 4612 | Maintenance - Building | 11,000 | Preventive maintenance and repair of restrooms, facilities, and amenities at Archibald Park ($6,000); and 911 Memorial building ($5,000) |
| 4620 | Maintenance - Grounds/Parks | 25,000 | Beautification and landscaping of parks and green spaces; includes $17,500 previously supported by the General Fund |
| 4640 | Maintenance - Other Equipment | 1,000 | Maintenance of sprinkler systems, tractors, mowers, edgers, blowers, etc., previously supported by General Fund |
| 4680 | Maintenance - Beach | 10,000 | Beach cleaning contract ($5,400); swim buoy maintenance and replacement; signs, receptacles, etc. |
| 4690 | Maintenance - Palm Trees | 15,000 | Contractual annual maintenance (Citywide) |
| 5200 | Uniforms | 500 | Staff uniforms, work shirts, etc. |
| 5210 | Departmental Supplies | 3,000 | Work gloves, pest control, ashtrays, lights, keys, etc.; includes $2,000 previously supported by General Fund |
| 5220 | Gasoline & Oil | 2,200 | Estimated Parks vehicle fuel consumption |
| 5230 | Tools | 1,000 | Grass, fertilizer, planters, sprinkler system repairs, etc. |
| 5420 | Dues & Subscriptions | 1,000 | Florida Nursery Growers & Landscape Association; Florida Farm Bureau |
| | Subtotal Operating | 184,600 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvement | - | |
| 6400 | Capital Equipment | 32,000 | Vehicle replacement: #36 1997 Ford F250 |
| | Subtotal Capital Outlay | 32,000 | |
| | **TOTAL ARCHIBALD FUND** | **$388,800** | |

# ARCHIBALD FUND

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Division Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Grounds Maintenance Worker | 2.00 | 0.75 | 1.75 | 1.75 |
| Total Funded Positions | 3.00 | 1.75 | 2.75 | 2.75 |

## FY 2018 POSITION CHANGES SUMMARY

One Grounds Maintenance Worker position is reclassified from part-time to full-time status. The remaining part-time Grounds Maintenance Worker position previously authorized by Resolution 2015-42 is supported by the Archibald Fund rather than General Fund.

5. Building Fund

# BUILDING FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | - | 279,627 | 314,900 | 314,900 | 335,200 |
| OPERATING | - | 134,291 | 92,000 | 103,110 | 103,100 |
| CAPITAL | - | - | - | - | 20,000 |
| **TOTAL** | **$0** | **$413,918** | **$406,900** | **$418,010** | **458,300** |
| FUNDING SOURCE: | | | | | |
| BUILDING FUND | $0 | $413,918 | $406,900 | $418,010 | $458,300 |

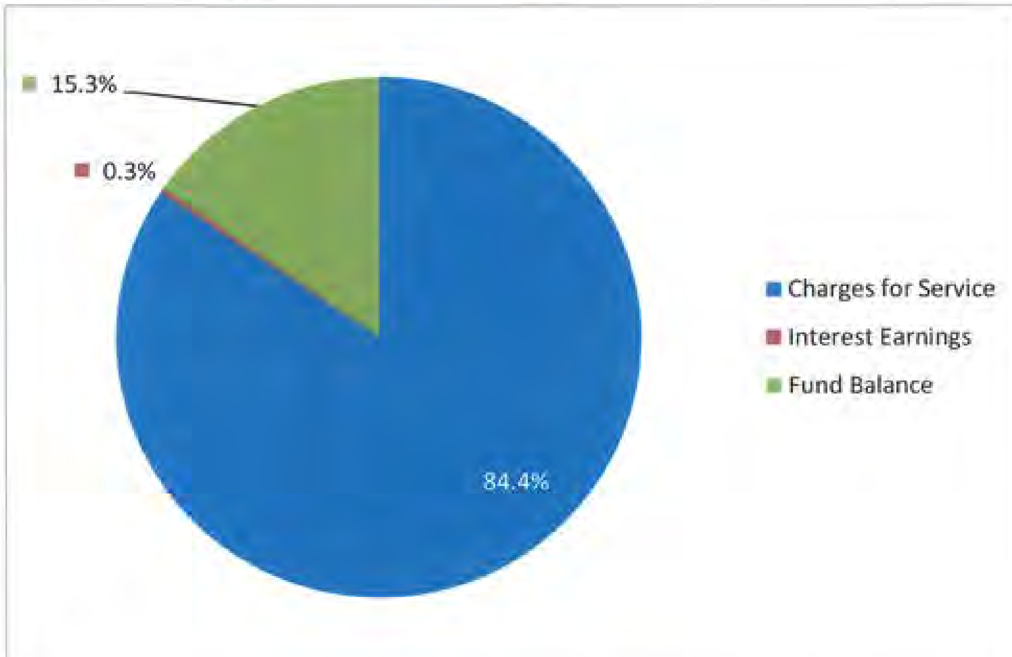
## DESCRIPTION

The Building Fund is a special revenue fund reporting the proceeds generated by the City's administration of the Florida Building Code; specifically, building plan reviews, building inspection fees, and building permit processing. Per Florida Statutes, such proceeds may only be used for the direct and reasonable indirect costs related to enforcing the building code.

# BUILDING FUND

## FUNDING SOURCES

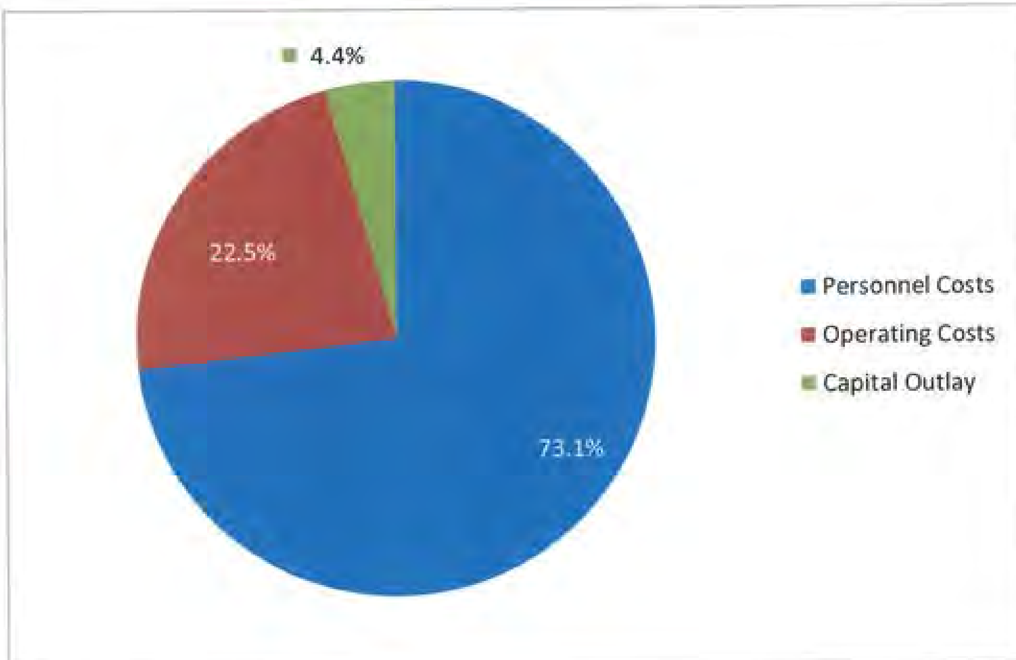
| | | |
|---|---|---|
| Charges for Service | 84.4% | 386,900 |
| Interest Earnings | 0.3% | 1,300 |
| Fund Balance | 15.3% | 70,100 |
| **Total Funding Sources** | **100.00%** | **$458,300** |



# BUILDING FUND

## FUNDING USES

| | | |
|---|---|---|
| Personnel Costs | 73.1% | 335,200 |
| Operating Costs | 22.5% | 103,100 |
| Capital Outlay | 4.4% | 20,000 |
| **Total Funding Uses** | **100.00%** | **$458,300** |



# BUILDING FUND:
# BUDGETED REVENUE, EXPENDITURES, AND FUND BALANCE

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Restricted balance | - | - | 217,300 | 251,122 | 173,400 | |
| | Est. FY 2017 operating revenue > revised budget | - | - | - | - | 120,000 | |
| | Est. FY 2017 operating expenditures < revised budget | - | - | - | - | 15,600 | |
| | Total beginning available resources | $ - | $ - | $ 217,300 | $ 251,122 | $ 309,000 | 23.05% |
| | **Operating revenue:** | | | | | | |
| 322.009 | Variance applications | - | 6,200 | 5,000 | 5,000 | 5,500 | 10.00% |
| 322.020 | Building permits | - | 485,033 | 333,000 | 333,000 | 380,400 | 14.23% |
| 322.023 | Land development review | - | 7,631 | 1,000 | 1,000 | 1,000 | 0.00% |
| 361.100 | Interest earnings | - | 76 | 1,300 | 1,300 | 1,300 | 0.00% |
| | Total funding sources | $ - | $ 498,940 | $ 340,300 | $ 340,300 | $ 388,200 | 14.08% |
| | Total funding uses | $ - | $ 413,918 | $ 406,900 | $ 418,010 | $ 458,300 | 9.64% |
| | **Restricted fund balance** | **$ -** | **$ 85,022** | **$ 150,700** | **$ 173,412** | **$ 238,900** | **37.76%** |

# BUILDING FUND (125.5240)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | BUDGET CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | - | 209,512 | 227,500 | 227,500 | 244,000 | 7.25% |
| 2100 | Social Security | - | 14,787 | 17,400 | 17,400 | 18,700 | 7.47% |
| 2203 | ICMA 401(a) Plan | - | 17,408 | 22,400 | 22,400 | 23,900 | 6.70% |
| 2300 | Group Insurance | - | 33,698 | 40,300 | 40,300 | 41,300 | 2.48% |
| 2400 | Worker's Compensation | - | 4,223 | 7,300 | 7,300 | 7,300 | 0.00% |
| | Subtotal Personnel | - | 279,627 | 314,900 | 314,900 | 335,200 | 6.45% |
| | **OPERATING:** | | | | | | |
| 3100 | Professional Services | - | 79,814 | - | 10,013 | 10,000 | -0.13% |
| 3121 | Computer Software Support | - | 10,503 | 11,600 | 12,697 | 12,700 | 0.02% |
| 3600 | Administrative Services | - | 35,400 | 57,000 | 57,000 | 57,000 | 0.00% |
| 4000 | Travel and Training | - | 1,462 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4110 | Cellular Telephone | - | 405 | 400 | 400 | 400 | 0.00% |
| 4500 | General Insurance | - | 378 | 400 | 400 | 400 | 0.00% |
| 4600 | Maintenance - Auto Equipment | - | 794 | 2,000 | 2,000 | 2,000 | 0.00% |
| 4930 | Bank Service Fees | - | 2,762 | 5,000 | 5,000 | 5,000 | 0.00% |
| 5100 | Office Supplies | - | 1,683 | 7,000 | 7,000 | 7,000 | 0.00% |
| 5220 | Gasoline & Oil | - | 948 | 2,800 | 2,800 | 2,800 | 0.00% |
| 5230 | Tools | - | 26 | 500 | 500 | 500 | 0.00% |
| 5420 | Dues & Subscriptions | - | 115 | 300 | 300 | 300 | 0.00% |
| | Subtotal Operating | - | 134,291 | 92,000 | 103,110 | 103,100 | -0.01% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | - | - | - | - | - | - |
| 6400 | Capital Equipment | - | - | - | - | 20,000 | |
| | Subtotal Capital Outlay | - | - | - | - | 20,000 | - |
| | **TOTAL BUILDING FUND** | **$0** | **$413,918** | **$406,900** | **$418,010** | **$458,300** | **9.64%** |

# BUILDING FUND (125.5240)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 244,000 | Direct and allocated wages relating to administration of the Florida Building Code |
| 2100 | Social Security | 18,700 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 23,900 | City contribution to staff retirement at 9% of salary |
| 2300 | Group Insurance | 41,300 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 7,300 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 335,200 | |
| | **OPERATING:** | | |
| 3121 | Computer Software Support | 22,700 | Munis property, code, and permit software support contract |
| 3600 | Administrative Services | 57,000 | General Fund costs for support services provided to external operating funds, based on proportion of FTEs |
| 4000 | Travel and Training | 5,000 | International Code Council training; Building Officials Association of Florida conference; continuing education requirements |
| 4110 | Cellular Telephone | 400 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4500 | General Insurance | 400 | Auto policy per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 2,000 | Building vehicle preventive maintenance and service |
| 4930 | Bank Service Fees | 5,000 | Credit card payment interchange fees |
| 5100 | Office Supplies | 7,000 | Office supplies and furnishings |
| 5220 | Gasoline & Oil | 2,800 | Estimated Building vehicle fuel consumption |
| 5230 | Tools | 500 | Keys, inspection materials, stakes, etc. |
| 5420 | Dues & Subscriptions | 300 | International Code Council; Building Officials Association of Florida |
| | Subtotal Operating | 103,100 | |
| | **CAPITAL:** | | |
| 6400 | Capital equipment | 20,000 | Vehicle replacement: #98 1998 Ford Ranger |
| | **TOTAL BUILDING FUND** | **458,300** | |

# BUILDING FUND

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Building Official | 0.00 | 1.00 | 1.00 | 1.00 |
| Planning and Zoning Coordinator | 0.00 | 0.00 | 0.50 | 0.00 |
| Planning and Zoning Director | 0.00 | 0.00 | 0.00 | 0.50 |
| Permit Technician | 0.00 | 0.00 | 1.00 | 1.00 |
| Building Codes Compliance Officer | 0.00 | 0.00 | 1.00 | 1.00 |
| Administrative Assistant | 0.00 | 0.00 | 0.50 | 0.50 |
| Total Funded Positions | 0.00 | 1.00 | 4.00 | 4.00 |

## FY 2018 POSITION CHANGES SUMMARY

New Planning and Zoning Director half time within this fund.

# 6. Gas Tax Fund

# GAS TAX FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| OPERATING | - | 86,402 | 101,000 | 101,000 | 101,000 |
| **TOTAL** | **$0** | **$86,402** | **$101,000** | **$101,000** | **$101,000** |
| FUNDING SOURCE: | | | | | |
| GAS TAX FUND | $0 | $86,402 | $101,000 | $101,000 | $101,000 |

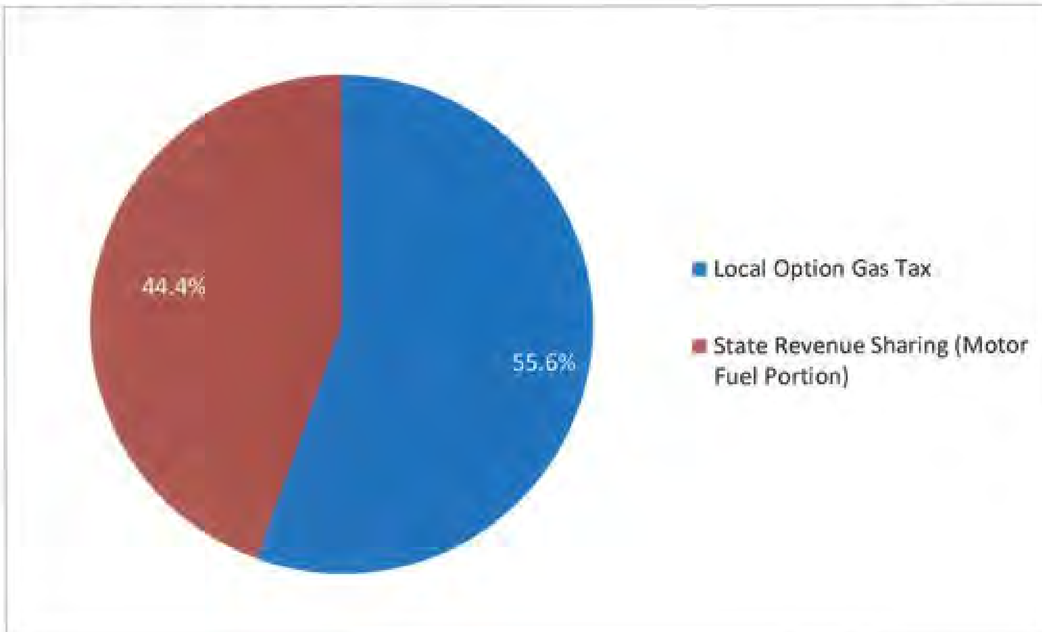
## DESCRIPTION

The Gas Tax Fund is a special revenue fund that was established in FY 2016. It reports the municipal fuel tax portion of State Revenue Sharing revenue as well as the City's share of Pinellas County's local option gas tax. Proceeds are to be spent on transportation-related services, such as the maintenance, operation and safety of public roadways.

# GAS TAX FUND

## FUNDING SOURCES

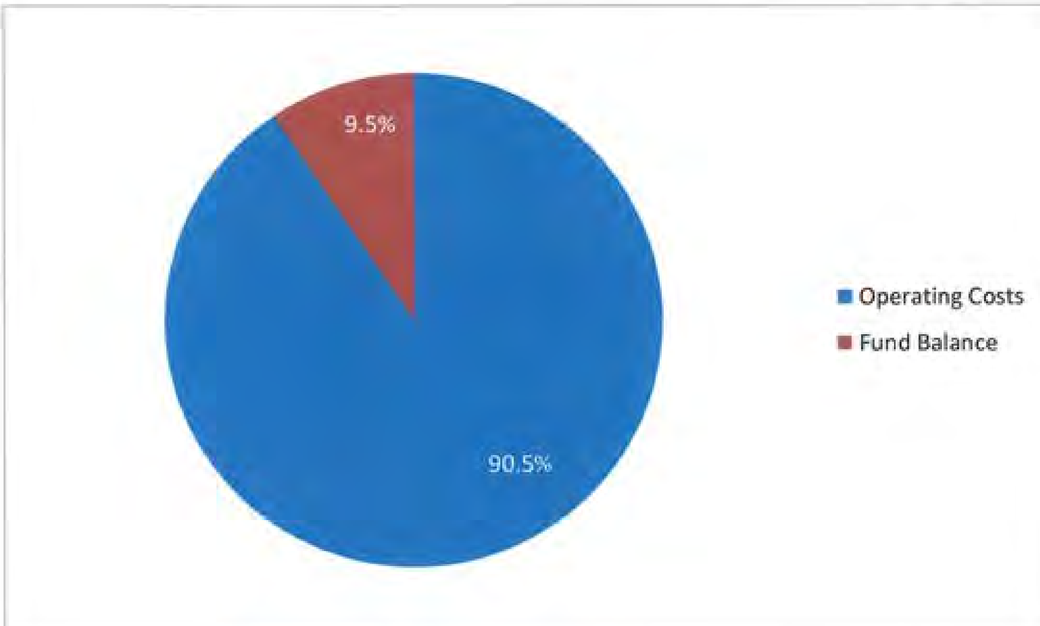
| | | |
|---|---|---|
| Local Option Gas Tax | 55.6% | 62,000 |
| State Revenue Sharing (Motor Fuel Portion) | 44.4% | 49,600 |
| **Total Funding Sources** | **100.00%** | **$111,600** |



# GAS TAX FUND

**FUNDING USES**

| | | |
|---|---|---|
| Operating Costs | 90.5% | 101,000 |
| Fund Balance | 9.5% | 10,600 |
| **Total Funding Uses** | **100.00%** | **$111,600** |



## GAS TAX FUND:
## BUDGETED REVENUE, EXPENDITURES, AND FUND BALANCE

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Impact fees | - | - | 11,266 | 11,266 | 11,266 | |
| | Restricted balance | - | - | 5,800 | 13,806 | 23,106 | |
| | Total beginning available resources | $ - | $ - | $ 17,100 | $ 25,072 | $ 34,400 | 37.20% |
| | **Operating revenue:** | | | | | | |
| 312.410 | Local option gas tax | - | 62,273 | 60,700 | 60,700 | 62,000 | 2.14% |
| 335.120 | State revenue sharing | - | 49,201 | 49,600 | 49,600 | 49,600 | 0.00% |
| | Total funding sources | $ - | $ 111,474 | $ 110,300 | $ 110,300 | $ 111,600 | 1.18% |
| | Total funding uses | $ - | $ 86,402 | $ 101,000 | $ 101,000 | $ 101,000 | 0.00% |
| | **Restricted fund balance** | **$ -** | **$ 25,072** | **$ 26,400** | **$ 34,372** | **$ 45,000** | **30.92%** |

# GAS TAX FUND (150.5410)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **OPERATING:** | | | | | | |
| 4336 | Electric - Street Lights | - | 82,557 | 95,000 | 95,000 | 95,000 | 0.00% |
| 4337 | Electric - Traffic Signals | - | 3,845 | 6,000 | 6,000 | 6,000 | 0.00% |
| | Subtotal Operating | - | 86,402 | 101,000 | 101,000 | 101,000 | 0.00% |
| | **TOTAL GAS TAX FUND** | **$0** | **$86,402** | **$101,000** | **$101,000** | **$101,000** | **0.00%** |

## GAS TAX FUND (150.5410)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **OPERATING:** | | |
| 4336 | Electric - Street Lights | 95,000 | Estimated Duke Energy expenditures (street lights) |
| 4337 | Electric - Traffic Signals | 6,000 | Estimated Duke Energy expenditures (signs, signals, pedestrian crossings) |
| | Subtotal Operating | 101,000 | |
| | **TOTAL GAS TAX FUND** | **$101,000** | |

# 7. Debt Service Fund

# DEBT SERVICE FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| OPERATING | - | 584,145 | 1,018,200 | 1,019,100 | 1,153,500 |
| **TOTAL** | **$0** | **$584,145** | **$1,018,200** | **$1,019,100** | **$1,153,500** |
| FUNDING SOURCE: | | | | | |
| DEBT SERVICE FUND | $0 | $584,145 | $1,018,200 | $1,019,100 | $1,153,500 |

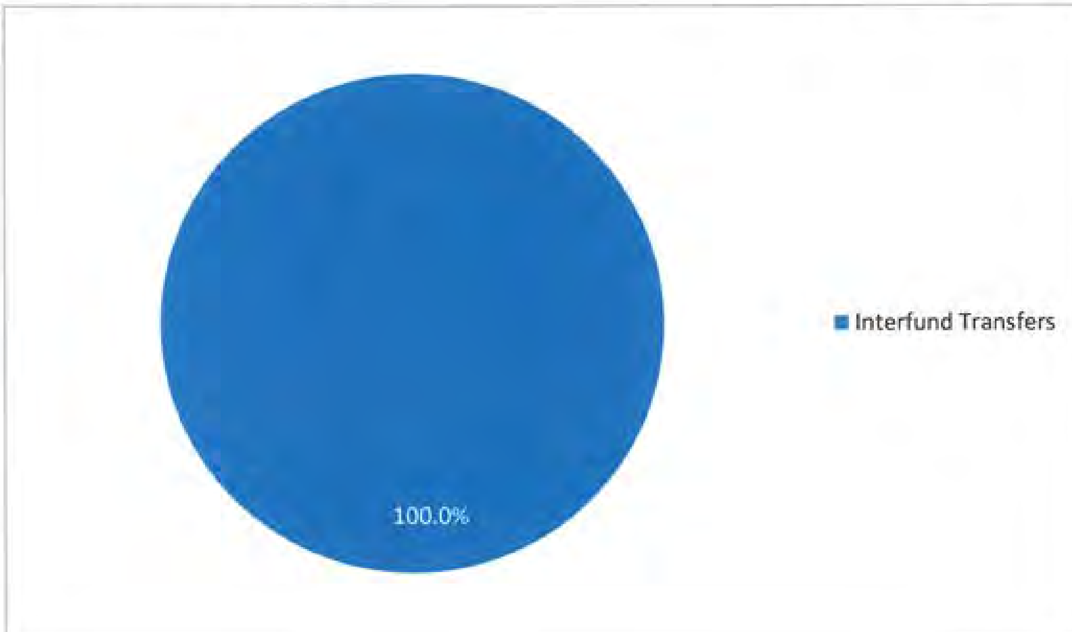
## DESCRIPTION

The Debt Service Fund is a special revenue fund that was established in FY 2016. Governmental fund debt service obligations are expended through this fund via interfund transfers. Fund balance includes any reserves that have been committed by the Board of Commissioners for the purpose of retiring outstanding debt (i.e., exercising future redemption options).

# DEBT SERVICE FUND

## FUNDING SOURCES

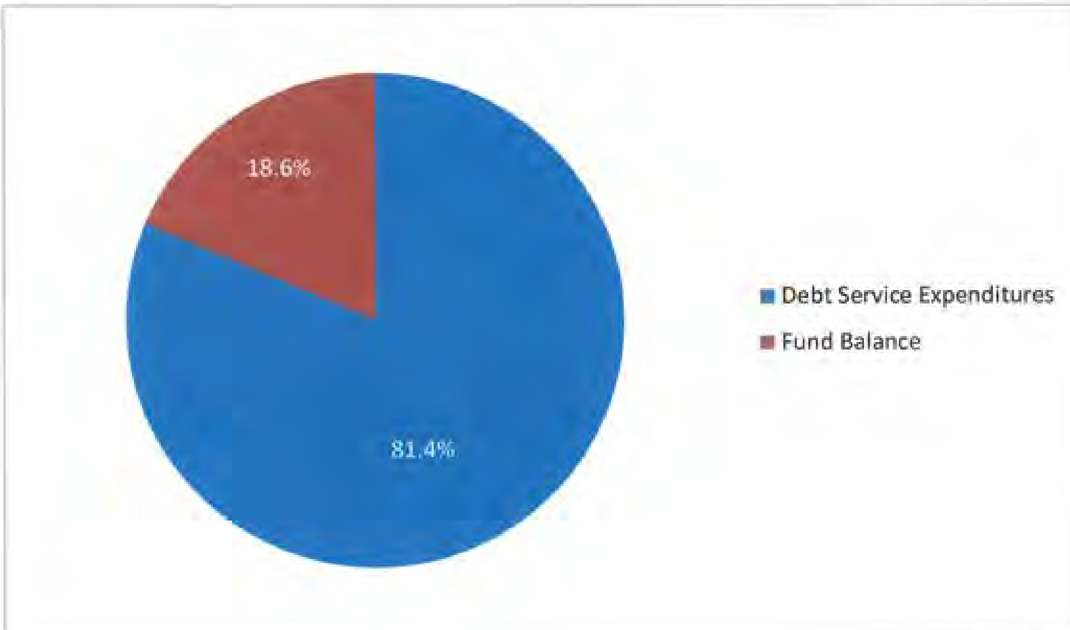
| | | |
|---|---|---|
| Interfund Transfers | 100.0% | 1,417,200 |
| **Total Funding Sources** | **100.00%** | **$1,417,200** |



# DEBT SERVICE FUND

## FUNDING USES

| | | |
|---|---|---|
| Debt Service Expenditures | 81.4% | 1,153,500 |
| Fund Balance | 18.6% | 263,700 |
| **Total Funding Uses** | **100.00%** | **$1,417,200** |



# DEBT SERVICE FUND: BUDGETED REVENUE, EXPENDITURES, AND FUND BALANCE

| ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|
| **Beginning available resources:** | | | | | | |
| Committed balance | - | 293 | 192,000 | 192,293 | 455,193 | |
| Total beginning available resources | $ - | $ 293 | $ 192,000 | $ 192,293 | $ 455,193 | |
| **Non-operating funding sources:** | | | | | | |
| Transfer from General Fund - restricted | - | 296,200 | 820,300 | 820,300 | 955,500 | 16.48% |
| Transfer from General Fund - committed | - | 231,700 | 263,700 | 263,700 | 263,700 | 0.00% |
| Transfer from Local Opt. Sales Tax Fund | - | 248,245 | 197,900 | 198,000 | 198,000 | 0.00% |
| Total funding sources | $ - | $ 776,145 | $ 1,281,900 | $ 1,282,000 | $ 1,417,200 | 10.55% |
| Total funding uses | $ - | $ 584,145 | $ 1,018,200 | $ 1,019,100 | $ 1,153,500 | 13.19% |
| **Committed fund balance** | **$ -** | **$ 192,293** | **$ 455,700** | **$ 455,193** | **$ 718,893** | **57.93%** |

## DEBT SERVICE FUND (170.5170)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **DEBT SERVICE:** | | | | | | |
| 7100 | Principal | - | 333,000 | 768,000 | 768,000 | 917,000 | 19.40% |
| 7200 | Interest | - | 251,145 | 250,200 | 251,100 | 236,500 | -5.81% |
| | Subtotal Debt Service | - | 584,145 | 1,018,200 | 1,019,100 | 1,153,500 | 13.19% |
| | **TOTAL DEBT SERVICE FUND** | **$0** | **$584,145** | **$1,018,200** | **$1,019,100** | **$1,153,500** | **13.19%** |

# DEBT SERVICE FUND (170.5170)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **DEBT SERVICE:** | | |
| 7100 | Principal | 917,000 | Series 2013: $95,000; Series 2014: $631,000; Series 2016: $191,000 |
| 7200 | Interest | 236,500 | Series 2013: $200,600; Series 2014: $28,900; Series 2016: $7,000 |
| | Subtotal Debt Service | 1,153,500 | |
| | **TOTAL DEBT SERVICE FUND** | **$1,153,500** | |

# 8. Sanitation Fund

# SANITATION FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 378,762 | 402,572 | 395,100 | 395,100 | 470,100 |
| OPERATING | 717,139 | 690,366 | 728,800 | 747,889 | 702,900 |
| CAPITAL | 192,543 | 54,680 | 200,000 | 280,000 | 232,000 |
| **TOTAL** | **$1,288,444** | **$1,147,617** | **$1,323,900** | **$1,422,989** | **$1,405,000** |
| FUNDING SOURCE: | | | | | |
| SANITATION FUND | $1,288,444 | $1,147,617 | $1,323,900 | $1,422,989 | $1,405,000 |

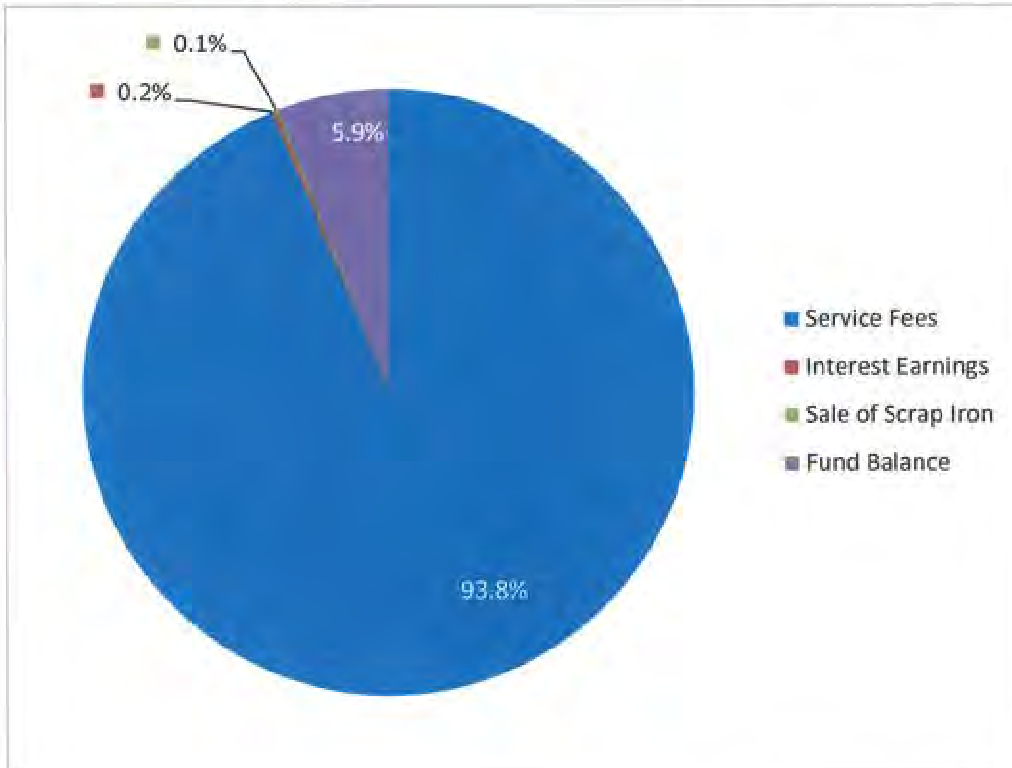
## DESCRIPTION

The Sanitation Fund accounts for all activities related to the removal, disposal, and recycling of solid waste. Sanitation services are intended to help ensure the health and safety of the community by keeping the environment free from hazard and unsightliness.

# SANITATION FUND

## FUNDING SOURCES

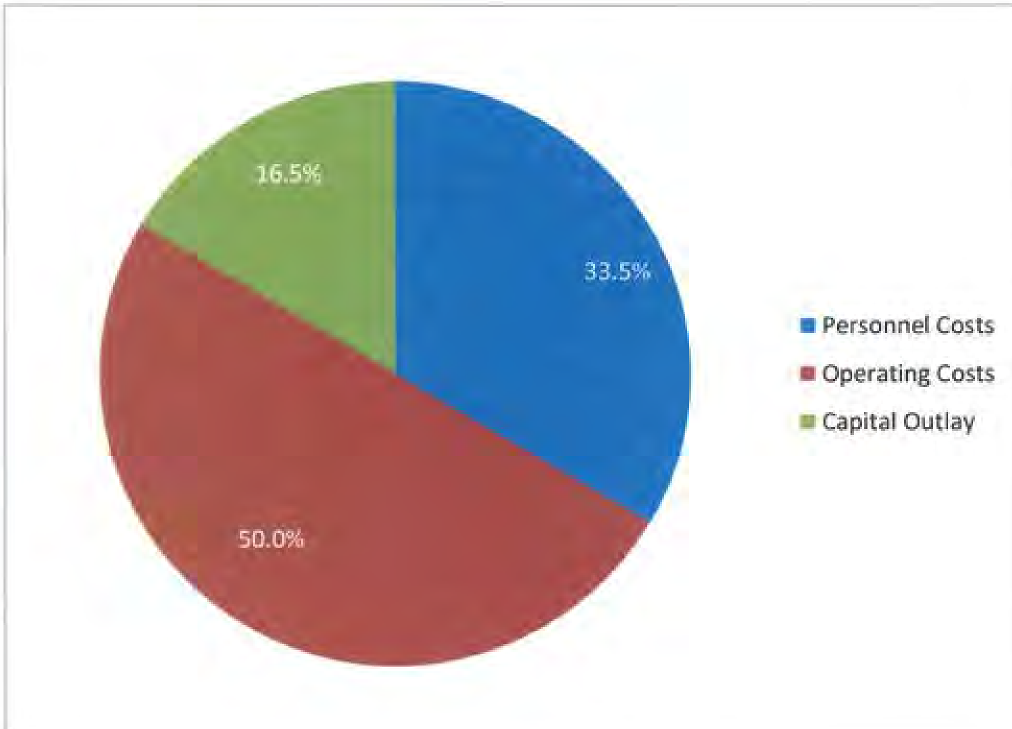
| | | |
|---|---|---|
| Service Fees | 93.8% | 1,318,200 |
| Interest Earnings | 0.2% | 3,000 |
| Sale of Scrap Iron | 0.1% | 1,800 |
| Fund Balance | 5.9% | 82,000 |
| **Total Funding Sources** | **100.0%** | **$1,405,000** |



# SANITATION FUND

## FUNDING USES

| | | |
|---|---|---|
| Personnel Costs | 33.5% | 470,100 |
| Operating Costs | 50.0% | 702,900 |
| Capital Outlay | 16.5% | 232,000 |
| **Total Funding Uses** | **100.0%** | **$1,405,000** |



# SANITATION FUND:
# BUDGETED REVENUE, EXPENDITURES, AND WORKING CAPITAL

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Current assets as of September 30 | 1,562,809 | 1,587,326 | 1,587,326 | 1,587,326 | - | |
| | Current liabilities as of September 30 | (58,334) | (67,563) | (51,726) | (51,726) | - | |
| | Est. FY 2017 operating revenue > revised budget | - | - | - | - | 10,000 | |
| | Est. FY 2017 operating expenditures < revised budget | - | - | - | - | 50,000 | |
| | Total beginning available resources | $ 1,504,475 | $ 1,519,763 | $ 1,535,600 | $ 1,535,600 | $ 1,419,600 | -7.55% |
| | **Operating revenue:** | | | | | | |
| 337.337 | Recycling grant | 3,300 | - | - | - | - | |
| 343.415 | Sanitation service fee | 1,126,910 | 1,229,819 | 1,215,900 | 1,215,900 | 1,290,700 | 6.15% |
| 343.418 | Recycling service fee | - | 28,951 | 26,400 | 26,400 | 27,500 | 4.17% |
| 361.100 | Interest earnings | 269 | 4,148 | 2,900 | 2,900 | 3,000 | 3.45% |
| 364.411 | Sale of equipment | 26,750 | - | - | - | - | |
| 369.369 | Miscellaneous revenue | 74 | 13 | - | - | - | |
| 369.378 | Sale of scrap iron | 2,059 | 892 | 1,800 | 1,800 | 1,800 | 0.00% |
| 369.379 | Refund prior year expenses | 2,424 | 9,277 | - | - | - | |
| | Total funding sources | $ 1,161,786 | $ 1,273,100 | $ 1,247,000 | $ 1,247,000 | $ 1,323,000 | 6.09% |
| | Total funding uses | $ 1,288,444 | $ 1,147,617 | $ 1,323,900 | $ 1,422,989 | $ 1,405,000 | -1.26% |
| | **Ending available resources** | **$ 1,377,817** | **$ 1,645,246** | **$ 1,458,700** | **$ 1,359,611** | **$ 1,337,600** | **-1.62%** |

## SANITATION FUND (402.7000)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 219,704 | 242,047 | 239,600 | 239,600 | 284,800 | 18.86% |
| 1400 | Overtime | 36,000 | 39,623 | 34,000 | 34,000 | 34,000 | 0.00% |
| 2100 | Social Security | 18,793 | 19,540 | 18,400 | 18,400 | 21,800 | 18.48% |
| 2201 | Retirement - FRS | 6,599 | 13,315 | 6,500 | 6,500 | 7,100 | 9.23% |
| 2203 | ICMA 401(a) Plan | 12,001 | 13,481 | 13,600 | 13,600 | 17,700 | 30.15% |
| 2300 | Group Insurance | 50,434 | 53,969 | 60,000 | 60,000 | 80,900 | 34.83% |
| 2400 | Worker's Compensation | 35,231 | 20,597 | 23,000 | 23,000 | 23,800 | 3.48% |
| | Subtotal Personnel | 378,762 | 402,572 | 395,100 | 395,100 | 470,100 | 18.98% |
| | **OPERATING:** | | | | | | |
| 3405 | Temporary Contractual Services | 91,831 | 52,721 | 74,900 | 74,900 | 47,200 | -36.98% |
| 3420 | Waste Disposal | 227,046 | 244,218 | 240,000 | 240,000 | 240,000 | 0.00% |
| 3422 | Curbside Recycling | 107,038 | 100,421 | 102,300 | 121,279 | 102,300 | -15.65% |
| 3423 | Recycling Material Disposal | 24,397 | 32,308 | 32,000 | 32,000 | 32,000 | 0.00% |
| 3600 | Administrative Services | 98,000 | 72,200 | 85,500 | 85,500 | 85,500 | 0.00% |
| 4110 | Cellular Telephone | 1,001 | 678 | 1,800 | 1,800 | 1,800 | 0.00% |
| 4202 | Postage - Utility Bills | 8,077 | 8,069 | 9,000 | 9,000 | 9,000 | 0.00% |
| 4400 | Rentals and Leases | 12,228 | 12,685 | 16,400 | 16,510 | 18,200 | 10.24% |
| 4500 | General Insurance | 15,475 | 14,839 | 14,900 | 14,900 | 14,900 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 29,904 | 30,884 | 26,000 | 26,000 | 26,000 | 0.00% |
| 4640 | Maintenance - Other Equipment | 2,499 | 3,973 | 2,500 | 2,500 | 2,500 | 0.00% |
| 4680 | Maintenance - Tires | 9,726 | 20,244 | 20,000 | 20,000 | 20,000 | 0.00% |
| 5200 | Uniforms | 1,851 | 2,565 | 2,700 | 2,700 | 2,700 | 0.00% |
| 5210 | Departmental Supplies | 46,991 | 61,704 | 50,000 | 50,000 | 50,000 | 0.00% |
| 5220 | Gasoline & Oil | 40,037 | 31,683 | 48,800 | 48,800 | 48,800 | 0.00% |
| 5230 | Tools | 1,023 | 1,173 | 2,000 | 2,000 | 2,000 | 0.00% |
| 5420 | Dues & Subscriptions | 15 | - | - | - | - | |
| | Subtotal Operating | 717,139 | 690,366 | 728,800 | 747,889 | 702,900 | -6.02% |
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvements | - | 14,700 | - | 40,000 | 200,000 | 400.00% |
| 6400 | Capital Equipment | 192,543 | 39,980 | 200,000 | 240,000 | 32,000 | -86.67% |
| | Subtotal Capital Outlay | 192,543 | 54,680 | 200,000 | 280,000 | 232,000 | -17.14% |
| | **TOTAL SANITATION FUND** | **$1,288,444** | **$1,147,617** | **$1,323,900** | **$1,422,989** | **$1,405,000** | **-1.26%** |

## SANITATION FUND (402.7000)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 284,800 | Staff wages, including allocation of Public Works Director and Administrative Assistant positions (25% each) |
| 1400 | Overtime | 34,000 | Overtime as authorized by Public Works Director |
| 2100 | Social Security | 21,800 | FICA contributions at 7.65% of salary |
| 2201 | Retirement - FRS | 7,100 | City contribution to staff retirement at FRS required contribution rate |
| 2203 | ICMA 401(a) Plan | 17,700 | City contribution to administrative staff retirement at 9% of salary |
| 2300 | Group Insurance | 80,900 | Medical, dental, life and long-term disability coverage for full-time employees |
| 2400 | Worker's Compensation | 23,800 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 470,100 | |
| | **OPERATING:** | | |
| 3405 | Temporary Services | 47,200 | Call-in service to maintain adequate staffing levels; includes increase corresponding to internal staffing decrease |
| 3420 | Waste Disposal | 240,000 | Pinellas County solid waste dumping fees |
| 3422 | Curbside Recycling | 102,300 | Residential curbside recycling service, including contractual fee increase |
| 3423 | Recycling Material Disposal | 32,000 | Recycling services for brush disposal, bulk-item recycling and City Hall recycling container |
| 3600 | Administrative Services | 85,500 | General Fund costs for support services provided to external operating funds, based on proportion of FTEs |
| 4110 | Cellular Telephone | 1,800 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4202 | Postage - Utility Bills | 9,000 | Pinellas County utility billing postage fees |
| 4400 | Rentals and Leases | 18,200 | Rental of public works storage facility, including contractual fee increase |
| 4500 | General Insurance | 14,900 | Auto policy per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 26,000 | Sanitation vehicle preventive maintenance and service |
| 4640 | Maintenance - Other Equipment | 2,500 | Maintenance of dumpsters, pressure washer, etc. |
| 4680 | Maintenance - Tires | 20,000 | Sanitation vehicle tire maintenance |
| 5200 | Uniforms | 2,700 | Staff uniforms, work shirts, etc. |
| 5210 | Departmental Supplies | 50,000 | Estimated dumpster replacements ($40K); cleaning supplies, gloves, trash bags, barrels, etc. |
| 5220 | Gasoline & Oil | 48,800 | Estimated Sanitation vehicle fuel consumption |
| 5230 | Tools | 2,000 | Welding supplies, trash cans, blowers, etc. |
| | Subtotal Operating | 702,900 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvements | 200,000 | Sanitation Vehicle/Equipment Storage facility |
| 6400 | Capital Equipment | 32,000 | Vehicle Replacement: 2004 Ford F150 (#5) |
| | Subtotal Capital Outlay | 232,000 | |
| | **TOTAL SANITATION FUND** | **$1,405,000** | |

# SANITATION FUND

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Public Works Director | 0.25 | 0.25 | 0.25 | 0.25 |
| Administrative Assistant | 0.25 | 0.25 | 0.25 | 0.25 |
| Field Operations Manager | 0.00 | 0.00 | 0.00 | 0.00 |
| Division Supervisor | 1.00 | 1.00 | 1.00 | 1.50 |
| Public Works Technician | 0.50 | 0.50 | 0.50 | 0.00 |
| Sanitation Worker | 4.00 | 5.00 | 4.00 | 6.00 |
| Total Funded Positions | 6.00 | 7.00 | 6.00 | 8.00 |

## FY 2018 POSITION CHANGES SUMMARY

The decrease of -36.98% in Temporary Contractual Services is due to shifting funds into Salaries & Wages and adding One Sanitation Worker position. This has a cost savings and increased management direction.

# 9. Stormwater Fund

# STORMWATER FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 158,202 | 188,243 | 199,400 | 199,400 | 207,900 |
| OPERATING | 158,424 | 192,605 | 148,600 | 150,622 | 132,100 |
| CAPITAL | 345,497 | 593,387 | 1,135,000 | 6,213,944 | 491,000 |
| DEBT SERVICE | 20,965 | 160,580 | 503,700 | 503,700 | 499,900 |
| OTHER | 52,206 | - | - | - | - |
| **TOTAL** | **$735,294** | **$1,134,815** | **$1,986,700** | **$7,067,666** | **$1,330,900** |
| FUNDING SOURCE: | | | | | |
| STORMWATER FUND | $735,294 | $1,134,815 | $1,986,700 | $7,067,666 | $1,330,900 |

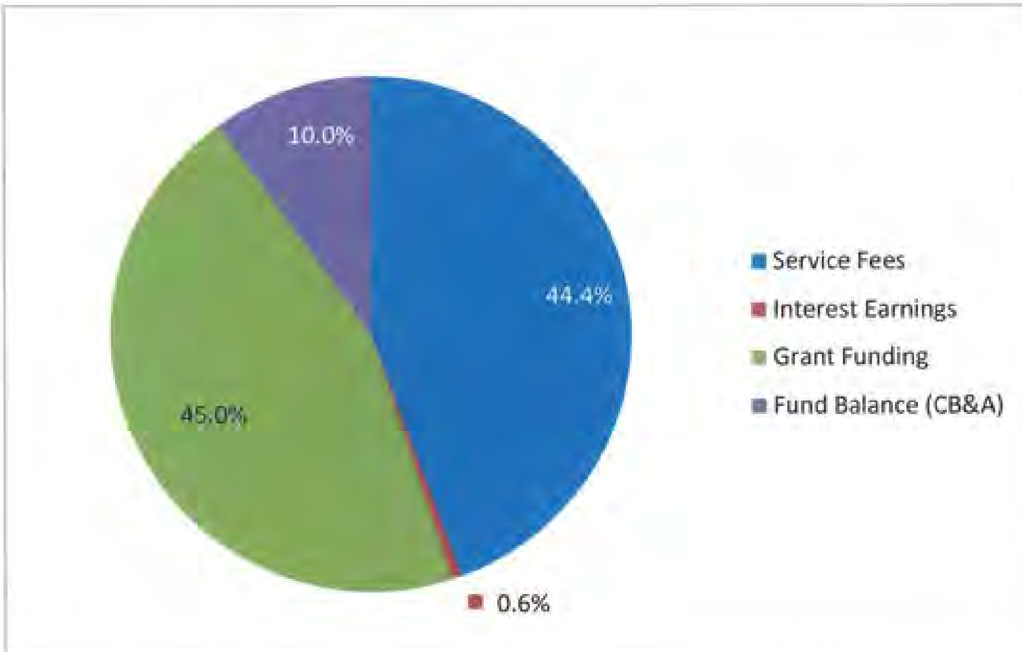
## DESCRIPTION

Stormwater operations include 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 fiscal year 2012, beginning with a master plan documenting the condition of all outfalls and drainage system. The second phase of construction, Boca Ciega Drive, was awarded by the Board of Commissioners in July 2016.

# STORMWATER FUND

## FUNDING SOURCES

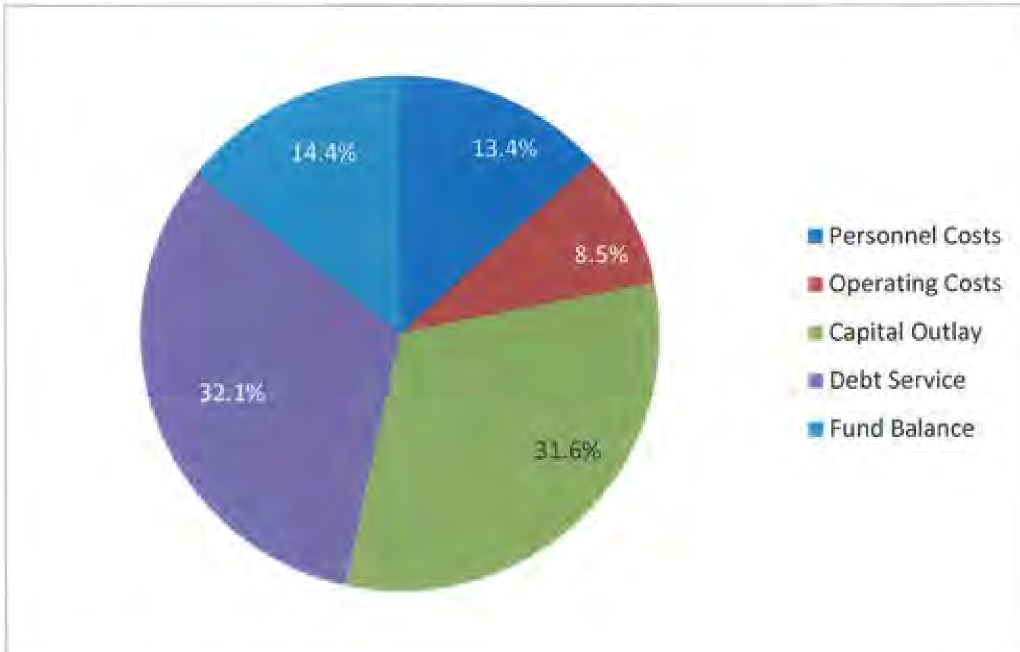
| | | |
|---|---|---|
| Service Fees | 44.4% | 690,000 |
| Interest Earnings | 0.6% | 9,600 |
| Grant Funding | 45.0% | 700,000 |
| Fund Balance (CB&A) | 10.0% | 156,100 |
| **Total Funding Sources** | **100.0%** | **$1,555,700** |



# STORMWATER FUND

## FUNDING USES

| | | |
|---|---|---|
| Personnel Costs | 13.4% | 207,900 |
| Operating Costs | 8.5% | 132,100 |
| Capital Outlay | 31.6% | 491,000 |
| Debt Service | 32.1% | 499,900 |
| Fund Balance | 14.4% | 224,800 |
| **Total Funding Uses** | **100.0%** | **$1,555,700** |



# STORMWATER FUND:
# BUDGETED REVENUE, EXPENDITURES, AND WORKING CAPITAL

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Restricted assets | - | 6,187,751 | - | 6,187,751 | - | |
| | Covenant to budget and appropriate | - | - | (156,100) | (156,100) | (156,100) | |
| | Current assets as of September 30 | 1,144,099 | 634,566 | - | - | - | |
| | Current liabilities as of September 30 | (124,515) | (632,466) | - | - | - | |
| | Est. FY 2017 operating revenue > revised budget | - | - | 3,000 | 3,000 | 19,000 | |
| | Total beginning available resources | $ 1,019,584 | $ 6,189,851 | $ 750,400 | $ 6,034,651 | $ 983,800 | -83.70% |
| | **Operating revenue:** | | | | | | |
| 343.700 | Stormwater service fees | 671,303 | 690,819 | 690,000 | 690,000 | 690,000 | 0.00% |
| 361.100 | Interest earnings | 503 | 33,853 | 5,600 | 12,900 | 9,600 | -25.58% |
| 364.411 | Sale of equipment | 1,080 | - | - | - | - | |
| 369.379 | Refund prior year expenses | 1,212 | 457 | - | - | - | |
| | **Non-operating funding sources:** | | | | | | |
| 334.302 | SWFWMD grant reimbursement | - | 78,350 | 1,300,000 | 1,300,000 | 700,000 | |
| 381.999 | Debt proceeds | 6,200,000 | - | - | - | - | |
| 272.0272 | Covenant to budget and appropriate | - | - | 156,100 | 156,100 | 156,100 | 0.00% |
| | Total funding sources | $ 6,874,098 | $ 803,479 | $ 2,151,700 | $ 2,159,000 | $ 1,555,700 | -27.94% |
| | Total funding uses | $ 735,294 | $ 1,134,815 | $ 1,986,700 | $ 7,067,666 | $ 1,330,900 | -81.17% |
| | **Ending available resources** | **$ 7,158,388** | **$ 5,858,515** | **$ 915,400** | **$ 1,125,985** | **$ 1,208,600** | **7.34%** |

## STORMWATER FUND (404.9200)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 98,553 | 117,863 | 123,900 | 123,900 | 131,800 | 6.38% |
| 1400 | Overtime | 7,400 | 10,420 | 12,000 | 12,000 | 12,000 | 0.00% |
| 2100 | Social Security | 7,742 | 9,651 | 9,500 | 9,500 | 10,100 | 6.32% |
| 2203 | ICMA 401(a) Plan | 8,389 | 11,459 | 11,200 | 11,200 | 11,400 | 1.79% |
| 2300 | Group Insurance | 19,539 | 29,629 | 29,900 | 29,900 | 30,600 | 2.34% |
| 2400 | Worker's Compensation | 16,579 | 9,221 | 12,900 | 12,900 | 12,000 | -6.98% |
| | Subtotal Personnel | 158,202 | 188,243 | 199,400 | 199,400 | 207,900 | 4.26% |
| | **OPERATING:** | | | | | | |
| 3100 | Professional Services | 28,989 | 31,829 | 10,000 | 10,520 | 10,500 | -0.19% |
| 3400 | Contractual Services | 7,626 | 1,748 | - | - | - | |
| 3407 | Street Sweeping Contract | 11,293 | 11,008 | 13,700 | 15,092 | - | -100.00% |
| 3600 | Administrative Services | 49,000 | 39,200 | 42,700 | 42,700 | 42,700 | 0.00% |
| 4000 | Travel and Training | 201 | 518 | 2,000 | 2,000 | 2,000 | 0.00% |
| 4110 | Cellular Telephone | 1,166 | 858 | - | - | - | |
| 4202 | Postage - Utility Bills | 8,137 | 8,182 | 9,000 | 9,000 | 9,000 | 0.00% |
| 4313 | Water Service - Pump Station | 109 | 111 | 200 | 200 | 200 | 0.00% |
| 4334 | Electric - Pump Station | 596 | 589 | 800 | 800 | 800 | 0.00% |
| 4400 | Rentals and Leases | 10,340 | 12,666 | 15,400 | 15,510 | 17,100 | 10.25% |
| 4500 | General Insurance | 18,897 | 21,198 | 22,700 | 22,700 | 22,700 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 996 | 4,700 | 3,000 | 3,000 | 3,000 | 0.00% |
| 4640 | Maintenance - Other Equipment | 344 | 8,109 | 500 | 500 | 500 | 0.00% |
| 4650 | Maintenance - Streets | 1,299 | 3,598 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4661 | Maintenance - Storm Drains | 13,535 | 41,415 | 15,000 | 15,000 | 10,000 | -33.33% |
| 4680 | Maintenance - Tires | 1,300 | - | - | - | - | |
| 4900 | Other Current Charges | - | 91 | - | - | - | |
| 4920 | Licenses & Permits | 185 | 180 | 200 | 200 | 200 | 0.00% |
| 5200 | Uniforms | 651 | 832 | 1,000 | 1,000 | 1,000 | 0.00% |
| 5210 | Departmental Supplies | 1,352 | 1,657 | 1,000 | 1,000 | 1,000 | 0.00% |
| 5220 | Gasoline & Oil | 727 | 3,100 | 5,200 | 5,200 | 5,200 | 0.00% |
| 5230 | Tools | 716 | 517 | 500 | 500 | 500 | 0.00% |
| 5420 | Dues & Subscriptions | 965 | 500 | 700 | 700 | 700 | 0.00% |
| | Subtotal Operating | 158,424 | 192,605 | 148,600 | 150,622 | 132,100 | -12.30% |

# STORMWATER FUND (404.9200)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvements | 196,591 | 46,672 | 200,000 | 436,628 | 200,000 | -54.19% |
| 6320 | Stormwater Drainage & Roadway Improvements | 148,906 | 477,705 | 935,000 | 5,777,316 | - | -100.00% |
| 6400 | Capital Equipment | - | 69,010 | - | - | 291,000 | |
| | Subtotal Capital Outlay | 345,497 | 593,387 | 1,135,000 | 6,213,944 | 491,000 | -92.10% |
| | **DEBT SERVICE:** | | | | | | |
| 7100 | Principal | - | - | 352,000 | 352,000 | 362,000 | 2.84% |
| 7200 | Interest | 20,965 | 160,580 | 151,700 | 151,700 | 137,900 | -9.10% |
| | Subtotal Debt Service | 20,965 | 160,580 | 503,700 | 503,700 | 499,900 | -0.75% |
| | **OTHER:** | | | | | | |
| 9999 | Cost of Issuance | 52,206 | - | - | - | - | |
| | Subtotal Other | 52,206 | - | - | - | - | |
| | **TOTAL STORMWATER FUND** | **$735,294** | **$1,134,815** | **$1,986,700** | **$7,067,666** | **$1,330,900** | **-81.17%** |

## STORMWATER FUND (404.9200)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 131,800 | Staff wages, including allocation of Public Works Director and Administrative Assistant positions (25% each) |
| 1400 | Overtime | 12,000 | Overtime as authorized by Public Works Director |
| 2100 | Social Security | 10,100 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 11,400 | City contribution to staff retirement at 9% of salary |
| 2300 | Group Insurance | 30,600 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 12,000 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 207,900 | |
| | **OPERATING:** | | |
| 3100 | Professional Services | 10,500 | NPDES management and annual reporting ($8,000); County monitoring ($2,500) |
| 3407 | Street Sweeping Contract | - | Street sweeping services provided by contract, including anticipated cost increase |
| 3600 | Administrative Services | 42,700 | General Fund costs for support services provided to external operating funds, based on proportion of FTEs |
| 4000 | Travel and Training | 2,000 | Tuition reimbursement ($700); Florida Stormwater Association conference ($1,300) |
| 4202 | Postage - Utility Bills | 9,000 | Pinellas County utility billing postage fees |
| 4313 | Water Service - Pump Station | 200 | Water service for stormwater pump station |
| 4334 | Electric - Pump Station | 800 | Electrical service for stormwater pump station |
| 4400 | Rentals and Leases | 17,100 | Rental of public works storage facility, including contractual increase |
| 4500 | General Insurance | 22,700 | Property, auto, and flood policies per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 3,000 | Stormwater vehicle preventive maintenance and service |
| 4640 | Maintenance - Other Equipment | 500 | Pump station generator and related equipment |
| 4650 | Maintenance - Streets | 5,000 | Curb and gutter repair |
| 4661 | Maintenance - Storm Drains | 10,000 | Cleaning and service of storm drains and CDS units |
| 4920 | Licenses & Permits | 200 | Pinellas County National Pollutant Discharge Elimination System (NPDES) permit fees |
| 5200 | Uniforms | 1,000 | Staff uniforms, work shirts, etc. |
| 5210 | Departmental Supplies | 1,000 | Gloves, rags, chemicals, soaps, etc. as needed |
| 5220 | Gasoline & Oil | 5,200 | Estimated Stormwater vehicle fuel consumption |
| 5230 | Tools | 500 | Shovels, clamps, screws, drill/drivers, wrenches, PVC materials, etc. |
| 5420 | Dues & Subscriptions | 700 | Florida Stormwater Association; Florida Water and Pollution Control |
| | Subtotal Operating | 132,100 | |

# STORMWATER FUND (404.9200)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **CAPITAL:** | | |
| 6300 | Capital Improvements | 200,000 | Rehabilitation and replacement program |
| 6320 | Stormwater Drainage & Roadway Improvements | - | |
| 6400 | Capital Equipment | 291,000 | New Elgin Vac-Con Truck |
| | Subtotal Capital Outlay | 491,000 | |
| | **DEBT SERVICE:** | | |
| 7100 | Principal | 362,000 | Series 2015 revenue note principal payment |
| 7200 | Interest | 137,900 | Series 2015 revenue note interest payment |
| | Subtotal Debt Service | 499,900 | |
| | **TOTAL STORMWATER FUND** | **$1,330,900** | |

# STORMWATER FUND

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Public Works Director | 0.25 | 0.25 | 0.25 | 0.25 |
| Administrative Assistant | 0.25 | 0.25 | 0.25 | 0.25 |
| Field Operations Manager | 0.00 | 0.00 | 0.00 | 0.00 |
| Division Supervisor | 1.00 | 1.00 | 1.50 | 1.50 |
| Public Works Technician | 1.50 | 1.50 | 1.00 | 1.00 |
| Total Funded Positions | 3.00 | 3.00 | 3.00 | 3.00 |

10. Marina Fund

# MARINA FUND

## SUMMARY

| | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET |
|---|---|---|---|---|---|
| EXPENDITURES: | | | | | |
| PERSONNEL | 191,441 | 214,009 | 224,100 | 224,100 | 230,500 |
| OPERATING | 1,613,760 | 1,571,507 | 2,047,400 | 2,049,600 | 2,049,800 |
| CAPITAL | 40,653 | 364,460 | 185,000 | 199,800 | - |
| DEBT SERVICE | 28,660 | 5,816 | 96,400 | 96,400 | 96,400 |
| **TOTAL** | **$1,874,514** | **$2,155,792** | **$2,552,900** | **$2,569,900** | **$2,376,700** |
| FUNDING SOURCE: | | | | | |
| MARINA FUND | $1,874,514 | $2,155,792 | $2,552,900 | $2,569,900 | $2,376,700 |

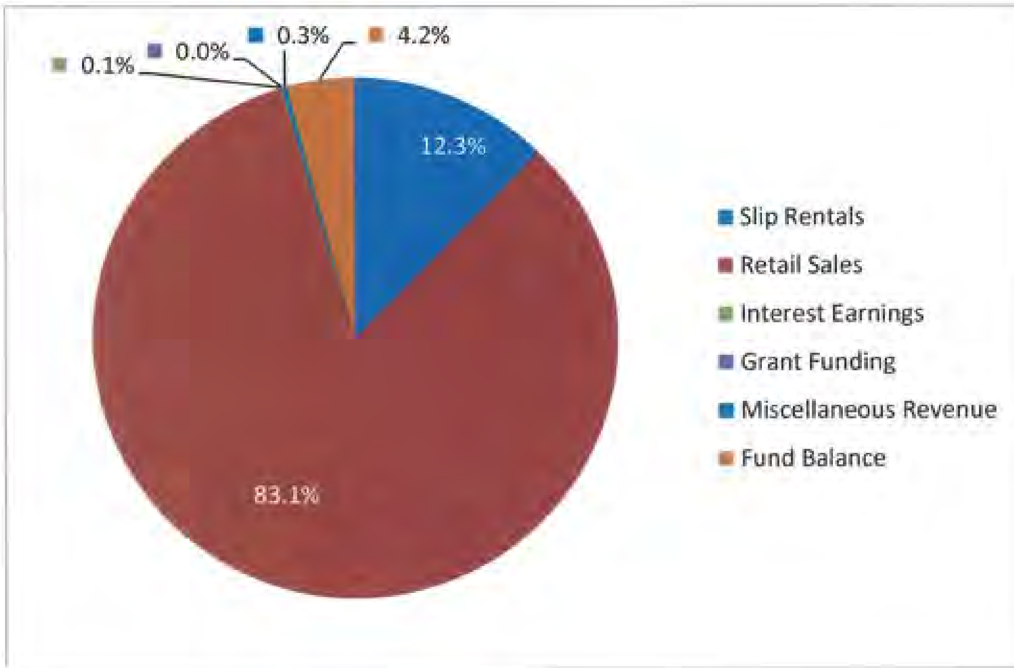
## DESCRIPTION

The Marina Fund includes the operation of the City's marina facility and Ship Store on 150th Avenue. The marina is located on Boca Ciega Bay, providing quick access to the Gulf of Mexico through John's Pass. The marina features wet and dry slips available for lease by patrons. The Ship Store sells live and frozen bait, tackle, snack food, beverages, propane fuel, unleaded and diesel fuel and various items for the convenience of boaters. Marina operations are intended to provide safe and convenient access to the community's waterways.

# MARINA FUND

## FUNDING SOURCES

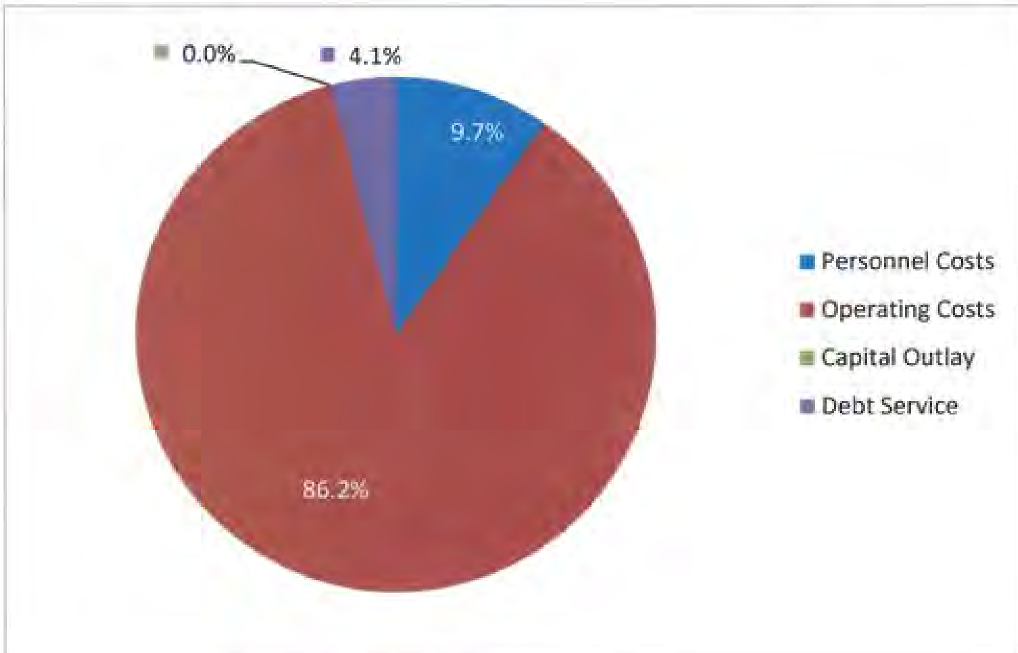
| | | |
|---|---|---|
| Slip Rentals | 12.3% | 293,000 |
| Retail Sales | 83.1% | 1,975,800 |
| Interest Earnings | 0.1% | 1,900 |
| Grant Funding | 0.0% | 0 |
| Miscellaneous Revenue | 0.3% | 6,500 |
| Fund Balance | 4.2% | 99,500 |
| **Total Funding Sources** | **100.0%** | **$2,376,700** |



# MARINA FUND

## FUNDING USES

| | | |
|---|---|---|
| Personnel Costs | 9.7% | 230,500 |
| Operating Costs | 86.2% | 2,049,800 |
| Capital Outlay | 0.0% | 0 |
| Debt Service | 4.1% | 96,400 |
| **Total Funding Uses** | **100.0%** | **$2,376,700** |



# MARINA FUND: BUDGETED REVENUE, EXPENDITURES, AND WORKING CAPITAL

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **Beginning available resources:** | | | | | | |
| | Current assets as of September 30 | 525,463 | 455,119 | 455,119 | 455,119 | - | |
| | Current liabilities as of September 30 | (152,920) | (125,770) | (125,770) | (125,770) | - | |
| | Est. FY 2017 operating revenue < revised budget | - | - | - | - | (477,522) | |
| | Est. FY 2017 operating expenditures < revised budget | - | - | - | - | 727,038 | |
| | Total beginning available resources | $ 372,543 | $ 329,349 | $ 427,200 | $ 329,349 | $ 430,200 | 30.62% |
| | **Operating revenue:** | | | | | | |
| 347.401 | Late fees | 1,135 | - | - | - | - | |
| 347.520 | Dry storage fees | 77,636 | 92,152 | 80,000 | 80,000 | 90,000 | 12.50% |
| 347.521 | Transient rentals | 38,016 | 41,014 | 32,000 | 32,000 | 38,000 | 18.75% |
| 347.530 | Unleaded fuel sales | 1,026,638 | 1,010,283 | 1,225,000 | 1,225,000 | 1,225,000 | 0.00% |
| 347.531 | Propane sales | 4,835 | 3,140 | 3,800 | 3,800 | 3,800 | 0.00% |
| 347.532 | Diesel sales | 68,518 | 55,647 | 80,000 | 80,000 | 70,000 | -12.50% |
| 347.533 | Diesel commercial | 371,854 | 351,409 | 515,000 | 515,000 | 440,000 | -14.56% |
| 347.534 | Propane - exempt | 187 | - | - | - | - | |
| 347.551 | Store sales - exempt | 14,347 | 13,815 | 6,700 | 6,700 | 12,000 | 79.10% |
| 347.552 | Store sales - taxable | 199,753 | 237,352 | 214,400 | 214,400 | 225,000 | 4.94% |
| 347.580 | Marina wet slip rentals | 182,337 | 168,008 | 163,000 | 163,000 | 165,000 | 1.23% |
| 347.585 | Tournament revenue | - | 21,004 | - | - | 20,000 | 0.00% |
| 361.100 | Interest earnings | 5 | 76 | 1,900 | 1,900 | 1,900 | 0.00% |
| 364.411 | Sale of equipment | 6,350 | - | - | - | - | |
| 369.369 | Miscellaneous revenue | 3,066 | 1,015 | - | - | - | |
| 369.377 | Commission - laundry equipment | 893 | 511 | 500 | 500 | 500 | 0.00% |
| 369.379 | Refund prior year expenses | 1,454 | - | - | - | - | |
| 369.381 | Sales tax collection allowance | 360 | 360 | - | - | 200 | |
| 369.384 | Boat ramp fees | 7,392 | 6,121 | 4,500 | 4,500 | 6,000 | 33.33% |
| | **Non-operating funding sources:** | | | | | | |
| 331.900 | Clean Vessel grant reimbursement | - | - | 90,000 | 90,000 | - | |
| | Total funding sources | $ 2,004,776 | $ 2,001,909 | $ 2,416,800 | $ 2,416,800 | $ 2,297,400 | -4.94% |
| | Total funding uses | $ 1,874,514 | $ 2,155,792 | $ 2,552,900 | $ 2,569,900 | $ 2,376,700 | -7.52% |
| | **Ending available resources** | **$ 502,805** | **$ 175,466** | **$ 291,100** | **$ 176,249** | **$ 350,900** | **99.09%** |

## MARINA FUND (405.9300)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **PERSONNEL:** | | | | | | |
| 1200 | Salaries & Wages | 118,121 | 138,303 | 145,300 | 145,300 | 150,100 | 3.30% |
| 1400 | Overtime | 12,787 | 11,700 | 12,000 | 12,000 | 12,000 | 0.00% |
| 2100 | Social Security | 9,861 | 11,122 | 11,200 | 11,200 | 11,500 | 2.68% |
| 2203 | ICMA 401(a) Plan | 10,467 | 12,736 | 11,700 | 11,700 | 12,200 | 4.27% |
| 2300 | Group Insurance | 30,929 | 33,167 | 35,700 | 35,700 | 36,500 | 2.24% |
| 2400 | Worker's Compensation | 9,276 | 6,980 | 8,200 | 8,200 | 8,200 | 0.00% |
| | Subtotal Personnel | 191,441 | 214,009 | 224,100 | 224,100 | 230,500 | 2.86% |
| | **OPERATING:** | | | | | | |
| 3100 | Professional Services | - | - | - | - | - | |
| 3121 | Computer Software Support | - | 2,096 | 2,500 | 2,500 | 2,500 | 0.00% |
| 3400 | Contractual Service | 11,692 | 17,435 | 20,000 | 20,000 | 20,000 | 0.00% |
| 3600 | Administrative Services | 58,800 | 63,200 | 62,000 | 62,000 | 62,000 | 0.00% |
| 4000 | Travel and Training | 1,648 | 3,643 | 3,000 | 3,000 | 3,000 | 0.00% |
| 4100 | Telephone | 2,609 | 4,828 | 3,500 | 3,500 | 3,500 | 0.00% |
| 4110 | Cellular Phone | 1,201 | 950 | 2,300 | 2,300 | 2,300 | 0.00% |
| 4200 | Postage | 447 | 356 | 800 | 800 | 800 | 0.00% |
| 4300 | Utilities - Water Service | 16,326 | 11,062 | 20,700 | 20,700 | 20,700 | 0.00% |
| 4331 | Electric - Buildings | 11,551 | 10,942 | 12,400 | 12,400 | 12,400 | 0.00% |
| 4335 | Electric - Docks | 12,681 | 9,138 | 14,000 | 14,000 | 14,000 | 0.00% |
| 4340 | Waste Disposal | - | 5,037 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4400 | Rentals and Leases | 1,898 | 2,580 | 2,800 | 2,800 | 2,800 | 0.00% |
| 4402 | Submerged Land Lease | 2,595 | 2,639 | 2,800 | 2,800 | 2,800 | 0.00% |
| 4500 | General Insurance | 8,000 | 6,535 | 8,000 | 8,000 | 8,000 | 0.00% |
| 4600 | Maintenance - Auto Equipment | 2,454 | 550 | 1,500 | 1,500 | 1,500 | 0.00% |
| 4610 | Maintenance - Building | 1,447 | 2,625 | 4,500 | 4,500 | 4,500 | 0.00% |
| 4620 | Maintenance - Grounds | 2,663 | 6,506 | 6,500 | 6,500 | 6,500 | 0.00% |
| 4640 | Maintenance - Other Equipment | 6,214 | 17,911 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4680 | Maintenance - Tires | 895 | - | - | - | - | |
| 4692 | Maintenance - Marina | 13,641 | 8,382 | 14,000 | 16,200 | 16,200 | 0.00% |
| 4700 | Print & Reproduction | 362 | 172 | 500 | 500 | 500 | 0.00% |
| 4800 | Promotions & Public Relations | 20,015 | 44,547 | 25,000 | 25,000 | 25,000 | 0.00% |
| 4803 | Boat Parade | 3,740 | 5,000 | 5,000 | 5,000 | 5,000 | 0.00% |
| 4920 | Licenses & Permits | 586 | 911 | 1,000 | 1,000 | 1,000 | 0.00% |
| 4930 | Bank Service Charges | 26,580 | 27,905 | 26,400 | 26,400 | 26,400 | 0.00% |
| 5100 | Office Supplies | 1,102 | 1,741 | 2,500 | 2,500 | 2,500 | 0.00% |
| 5200 | Uniforms | 382 | 880 | 800 | 800 | 1,000 | 25.00% |
| 5210 | Departmental Supplies | 1,729 | 7,881 | 7,000 | 7,000 | 7,000 | 0.00% |
| 5220 | Gasoline & Oil | 1,210 | 905 | 1,200 | 1,200 | 1,200 | 0.00% |
| 5230 | Tools | 814 | 719 | 1,000 | 1,000 | 1,000 | 0.00% |
| 5270 | Fuel Purchases - Resale | 1,215,722 | 1,115,848 | 1,600,000 | 1,600,000 | 1,600,000 | 0.00% |
| 5271 | Store Purchases - Resale | 178,145 | 184,225 | 177,700 | 177,700 | 177,700 | 0.00% |
| 5272 | Propane Purchases - Resale | 6,496 | 3,632 | 7,500 | 7,500 | 7,500 | 0.00% |
| 5420 | Dues & Subscriptions | 115 | 725 | 500 | 500 | 500 | 0.00% |
| | Subtotal Operating | 1,613,760 | 1,571,507 | 2,047,400 | 2,049,600 | 2,049,800 | 0.01% |

# MARINA FUND (405.9300)

| CODE | ACCOUNT TITLE | FY 2015 ACTUAL | FY 2016 ACTUAL | FY 2017 ADOPTED | FY 2017 REVISED | FY 2018 BUDGET | PERCENT CHANGE |
|---|---|---|---|---|---|---|---|
| | **CAPITAL:** | | | | | | |
| 6300 | Capital Improvement | 6,429 | 314,800 | 15,000 | 29,800 | - | -100.00% |
| 6400 | Capital Equipment | 34,224 | 49,660 | 170,000 | 170,000 | - | -100.00% |
| | Subtotal Capital Outlay | 40,653 | 364,460 | 185,000 | 199,800 | - | -100.00% |
| | **DEBT SERVICE:** | | | | | | |
| 7100 | Principal | 22,500 | - | 82,300 | 82,300 | 82,300 | 0.00% |
| 7200 | Interest | 6,160 | 5,816 | 14,100 | 14,100 | 14,100 | 0.00% |
| | Subtotal Debt Service | 28,660 | 5,816 | 96,400 | 96,400 | 96,400 | 0.00% |
| | **TOTAL MARINA FUND** | **$1,874,514** | **$2,155,792** | **$2,552,900** | **$2,569,900** | **$2,376,700** | **-7.52%** |

## MARINA FUND (405.9300)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| | **PERSONNEL:** | | |
| 1200 | Salaries & Wages | 150,100 | Staff wages, including allocation of Public Works Director and Administrative Assistant positions (30% each) |
| 1400 | Overtime | 12,000 | Authorized overtime, primarily for special events, fishing tournaments, etc. |
| 2100 | Social Security | 11,500 | FICA contributions at 7.65% of salary |
| 2203 | ICMA 401(a) Plan | 12,200 | City contribution to staff retirement at 9% of salary |
| 2300 | Group Insurance | 36,500 | Medical, dental, life and long-term disability coverage |
| 2400 | Worker's Compensation | 8,200 | Worker's compensation insurance costs per quoted estimate |
| | Subtotal Personnel | 230,500 | |
| | **OPERATING:** | | |
| 3121 | Computer Software Support | 2,500 | Point of sale system support fees |
| 3400 | Contractual Service | 20,000 | Cleaning and janitorial services contract allocation ($18,000); pest control ($1,000); misc. ($1,000) |
| 3600 | Administrative Services | 62,000 | General Fund costs for support services provided to external operating funds, based on proportion of FTEs |
| 4000 | Travel and Training | 3,000 | Promotional boat shows |
| 4100 | Telephone | 3,500 | Bright House service allocation: internet, television, phones |
| 4110 | Cellular Phone | 2,300 | Verizon Wireless service contract and/or reimbursement of personal phone use |
| 4200 | Postage | 800 | Miscellaneous correspondence |
| 4300 | Utilities - Water service | 20,700 | Pinellas County Utility service fees |
| 4331 | Electric - Buildings | 12,400 | Electricity costs for fuel dock, charter boat slips and Ship Store |
| 4335 | Electric - Docks | 14,000 | Electricity costs for A and B docks |
| 4340 | Waste Disposal | 5,000 | Sanitation Fund billing for waste disposal services |
| 4400 | Rentals and Leases | 2,800 | Rental of ice machine, to be terminated upon installation of commercial ice closet |
| 4402 | Submerged Land Lease | 2,800 | Florida Department of Environmental Protection (FDEP) submerged land lease for fuel dock and wet slips |
| 4500 | General Insurance | 8,000 | Property, auto, liquor, and pollution policies per quoted estimate |
| 4600 | Maintenance - Auto Equipment | 1,500 | Marina vehicle preventive maintenance and service |
| 4610 | Maintenance - Building | 4,500 | Repair and upkeep of the Ship Store facility, restrooms, and shed |
| 4620 | Maintenance - Grounds | 6,500 | Mulch, rock, shell, fencing, etc. near the Ship Store and dry slips |
| 4640 | Maintenance - Other Equipment | 5,000 | Filters, water pumps, fuel pumps, coolers, fire extinguishers, etc. |
| 4692 | Maintenance - Marina | 16,200 | Fuel pumps, docks, water lines, electrical repairs, etc. |
| 4700 | Print & Reproduction | 500 | Business cards, signs, flyers, etc. |
| 4800 | Promotions & Public Relations | 25,000 | Advertisements, fishing tournament expenditures, public events |
| 4803 | Boat Parade | 5,000 | Annual city boat parade event expenses and prize purse |
| 4920 | Licenses & Permits | 1,000 | State licenses required by Florida Department of Agriculture and Florida Fish and Wildlife Conservation Commission |
| 4930 | Bank Service Charges | 26,400 | Credit card payment interchange fees |
| 5100 | Office Supplies | 2,500 | Office supplies and furnishings |
| 5200 | Uniforms | 1,000 | Staff uniforms, work shirts, etc. |
| 5210 | Departmental Supplies | 7,000 | Point of sale-system expenses, drinking water, computer equipment, fire extinguishers, merchandise racks and displays, etc. |

# MARINA FUND (405.9300)

| CODE | ACCOUNT TITLE | FY 2018 BUDGET | DESCRIPTION |
|---|---|---|---|
| 5220 | Gasoline & Oil | 1,200 | Estimated Marina vehicle fuel consumption |
| 5230 | Tools | 1,000 | Dock and plumbing equipment, sub-pumps, gas cans, etc. |
| 5270 | Fuel Purchases - Resale | 1,600,000 | Boat fuel for re-sale to patrons |
| 5271 | Store Purchases - Resale | 177,700 | Retail items for re-sale to patrons |
| 5272 | Propane Purchases - Resale | 7,500 | Propane tanks for re-sale to patrons |
| 5420 | Dues & Subscriptions | 500 | Association of Marina Industries membership |
| | Subtotal Operating | 2,049,800 | |
| | **CAPITAL:** | | |
| 6300 | Capital Improvement | - | |
| 6400 | Capital Equipment | - | |
| | Subtotal Capital Outlay | - | |
| | **DEBT SERVICE:** | | |
| 7100 | Principal | 82,300 | Repayment of General Fund loan for construction of the Ship Store (20 years, 1.5%) and A-B dock improvements (10 years, 1.5%) |
| 7200 | Interest | 14,100 | Repayment of General Fund loan for construction of the Ship Store (20 years, 1.5%) and A-B dock improvements (10 years, 1.5%) |
| | Subtotal Debt Service | 96,400 | |
| | **TOTAL MARINA FUND** | **$2,376,700** | |

# MARINA FUND

## FULL-TIME EQUIVALENT (FTE) POSITIONS

| | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| Public Works Director | 0.30 | 0.30 | 0.30 | 0.30 |
| Administrative Assistant | 0.30 | 0.30 | 0.30 | 0.30 |
| Division Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Marina Assistant | 2.00 | 2.75 | 2.75 | 2.75 |
| Total Funded Positions | 3.60 | 4.35 | 4.35 | 4.35 |

# CAPITAL IMPROVEMENT PROGRAM

# CITY OF MADEIRA BEACH: CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECT SCHEDULE

| | Fund | Status | FY 2016 ACTUAL | FY 2017 REVISED | FY 2018 BUDGET | FY 2019 PROJECTION | FY 2020 PROJECTION | FY 2021 PROJECTION | FY 2022 PROJECTION |
|---|---|---|---|---|---|---|---|---|---|
| **Projects/Improvements:** | | | | | | | | | |
| 137th Ave. Circle improvements | Stormwater | New | - | 935,000 | - | - | - | | - |
| American Legion improvements | Stormwater | Existing | 42,545 | - | - | - | - | | - |
| Archibald rehabilitation | General | Complete | - | - | - | - | - | | 25,000 |
| Bandshell façade | General | New | - | 20,000 | - | - | - | | - |
| Bayshore Drive improvements | Stormwater | Existing | - | - | - | - | - | | - |
| Beach rake equipment | Archibald | Complete | - | - | - | - | - | | - |
| Boat acquisition | Marina | Revised | - | 120,000 | - | - | - | | - |
| Boca Ciega Drive improvements | Stormwater | Existing | 358,852 | 3,992,316 | - | - | - | | - |
| City Centre | General | Revised | 174,402 | - | - | - | - | | - |
| City Centre | LOST | Existing | - | - | - | - | - | | - |
| City Centre dock construction | LOST | Revised | 45,763 | - | 50,000 | 250,000 | 200,000 | | - |
| Parking pay Station implementation | LOST | New | | | 162,000 | | | | |
| Citywide IT solutions program | General | Complete | - | - | - | - | - | | - |
| Citywide park beautification | General | Existing | - | - | - | - | - | | - |
| Commercial ice closet | Marina | Revised | - | 50,000 | - | - | - | | - |
| Community Development department software | General | Existing | 84,352 | - | - | - | - | | - |
| Crystal Island improvements | Stormwater | Existing | 354,983 | - | - | 4,200,000 | - | | - |
| Electrical installation at Village Blvd. | General | Revised | 22,700 | 350,000 | - | - | - | | - |
| Extend railing at Recreation Center | General | New | - | 18,000 | - | - | - | | - |
| Field improvements | Archibald | New | - | 15,000 | - | - | - | | - |
| Fire department equipment | General | Complete | - | - | - | - | - | | - |
| Fire Station de-contamination room | General | New | - | 15,000 | - | - | - | | - |
| Gateway signage | General | New | - | 15,000 | 50,000 | - | - | | - |
| Gulf Blvd. improvements - phase I | General | Existing | 1,588,338 | - | - | - | - | | - |
| John's Pass median removal | General | Revised | - | - | - | - | - | | - |
| Kitty Stuart Park beach walkover | LOST | Complete | - | - | - | - | - | | - |
| Lighting improvements | Archibald | New | - | - | - | - | - | | - |
| Madeira Way improvements | LOST | Revised | - | - | - | - | - | | - |
| Marina dock construction | General | Complete | 338,672 | - | - | - | - | | - |
| Marina dock construction | LOST | Complete | - | - | - | - | - | | - |
| Marina dock construction | Marina | Existing | 297,885 | - | - | - | - | | - |
| Marina equipment | Marina | Complete | - | - | - | - | - | | - |
| Median Landscaping | General | Existing | 332,524 | - | - | - | - | | - |
| Municipal Drive | Stormwater | Existing | - | - | - | - | - | | - |
| Park beautification | Archibald | New | - | 15,000 | - | - | - | 15,000 | - |
| Parking pay station upgrades | General | Revised | - | - | 40,000 | | | | - |
| Point of sale system | Marina | Existing | 10,998 | - | - | - | - | | - |
| Pumpout improvement | LOST | Complete | - | - | - | - | - | | - |
| Recreation and playground amenities | General | Existing | 144,600 | - | - | - | - | | - |
| Recreation department software | General | Complete | - | - | - | - | - | | - |
| Rehabilitation and replacement program | Stormwater | Existing | 46,672 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 1,000,000 |
| Restroom expansion | Archibald | Existing | - | 15,000 | - | - | - | | - |
| Restroom improvements | Archibald | Complete | - | - | - | - | - | | - |
| Rex Place improvements | Stormwater | Existing | 15,213 | 850,000 | - | - | - | | - |
| Road sign replacements | General | New | - | - | 50,000 | 50,000 | 100,000 | | - |
| Sanitation vehicle/equipment storage facility | Sanitation | Existing | 14,700 | - | 200,000 | - | - | | - |
| Seawall rehabilitation | General | New | - | 15,000 | - | - | - | | - |
| Security system | Marina | New | - | 15,000 | - | - | - | | - |
| Stormwater drainage & roadway improvements | LOST | Complete | - | - | - | - | - | | - |
| Street resurfacing | General | New | - | - | 20,000 | 250,000 | - | | - |
| Paint/Stripe of Engine | General | New | | | 15,000 | | | | |
| Transient dock construction | General | Existing | 2,350 | - | - | - | - | | - |

# CITY OF MADEIRA BEACH: CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECT SCHEDULE

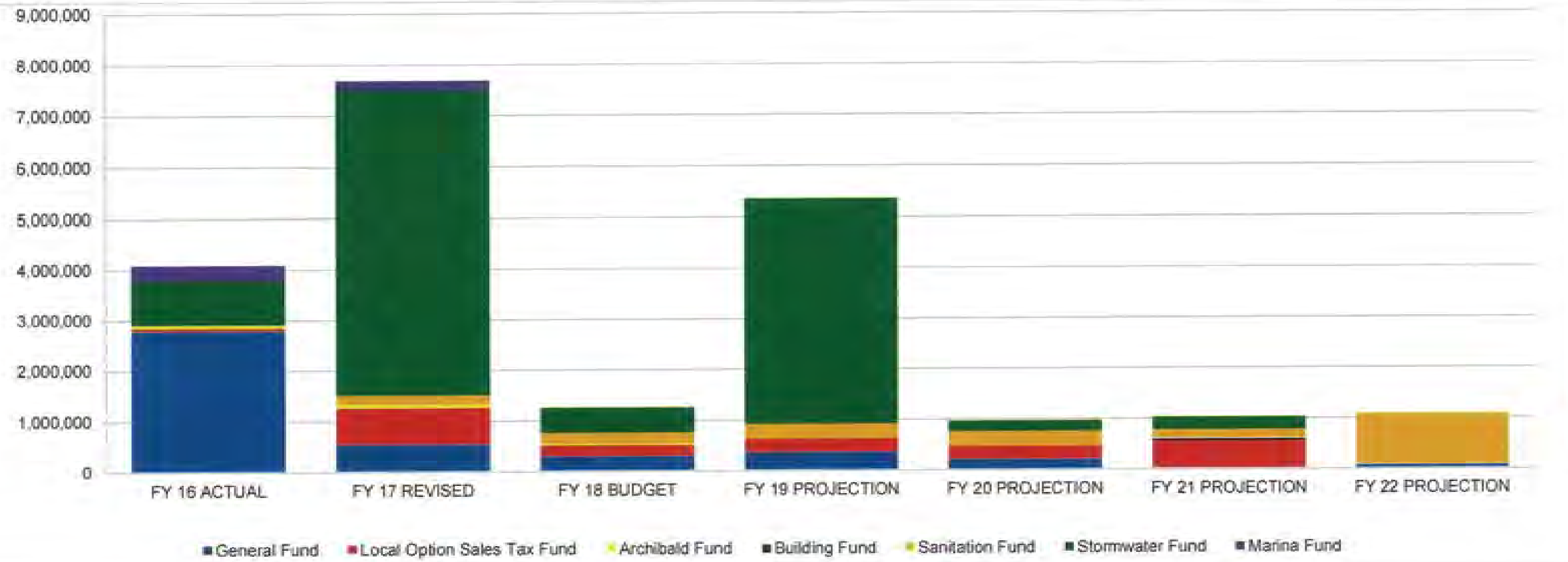
| | Fund | Status | FY 2016 ACTUAL | FY 2017 REVISED | FY 2018 BUDGET | FY 2019 PROJECTION | FY 2020 PROJECTION | FY 2021 PROJECTION | FY 2022 PROJECTION |
|---|---|---|---|---|---|---|---|---|---|
| **Vehicles:** | | | | | | | | | |
| 1987 John Deere Fork Lift (#43) | General | Revised | - | 50,000 | - | - | - | | - |
| 1997 Ford F250 (#36) | Archibald | Revised | - | - | 32,000 | - | - | | - |
| 1999 Dodge Ram (#90) (to be auctioned) | Archibald | Revised | - | - | - | - | - | | - |
| 1999 Spartan Fire Engine (#P25) | LOST | Existing | - | 690,000 | - | - | - | | - |
| 2003 Sterling packer truck (#33a) | Sanitation | Complete | - | - | - | - | - | | - |
| 2004 Ford F150 (#24) | Sanitation | Revised | - | - | - | 35,000 | - | | - |
| 2004 Ford F150 (#5) | Sanitation | Existing | - | - | 32,000 | - | - | | - |
| 2004 Ford F550 dump truck (#19) | Sanitation | Revised | - | - | - | - | 65,000 | | - |
| 2004 Peterbilt packer truck (#37) | Sanitation | Revised | - | 200,000 | - | - | - | | - |
| 2004 Pierce Enforcer Fire Engine (#E25) | LOST | New | - | - | - | - | - | 500,000 | - |
| 2005 Ford F150 (#20) | General | Existing | - | - | 32,000 | - | - | | - |
| 2005 Ford F250 (#3) | Sanitation | Revised | - | - | - | 45,000 | - | | - |
| 2005 John Deere Backhoe Loader (#44) | General | Revised | - | - | - | 45,000 | - | | - |
| 2006 Ford F350 (#68) | Sanitation | Revised | - | - | - | 32,000 | - | | - |
| 2007 Ford Escape (#96) (was Parking) | General | Existing | - | - | - | - | - | | - |
| 2007 Ford Ranger (#97) | Stormwater | New | - | - | - | 30,000 | - | | - |
| 2009 Ford Explorer (#25) (Chief's Old-Parking) | General | Existing | - | - | - | - | - | | 40,000 |
| 2009 Ford F350 (#40) | Sanitation | Revised | - | - | - | - | 45,000 | | - |
| 2009 Peterbilt packer truck (#51) | Sanitation | Existing | - | - | - | 205,000 | - | | - |
| 2010 Bluebird Vision Bus (#55) | General | Existing | - | - | - | - | 90,000 | | - |
| 2011 Ford F350 (#70) | Stormwater | Revised | - | - | - | - | - | 40,000 | - |
| 2012 Peterbilt packer truck (#26) | Sanitation | Existing | - | - | - | - | 210,000 | | - |
| 2014 Ford Explorer (#C25) | LOST | Revised | - | - | - | - | 45,000 | | - |
| 2014 Peterbilt claw truck (#18) | Sanitation | New | - | - | - | - | - | 180,000 | - |
| 2015 Dodge Ram 4x4 (#107) | Marina | Complete | - | - | - | - | - | | - |
| 2015 Ford F150 (#100) | General | Complete | - | - | - | - | - | | - |
| 2015 Ford F150 (#100) | Building | New | - | - | - | - | - | 39,000 | - |
| 2016 Peterbilt packer truck (#33b) | Sanitation | Existing | - | - | - | - | - | | - |
| 2016 Chev Silverado Pickup (#110) | Stormwater | Existing | 40,000 | - | - | - | - | | - |
| 2016 HDS Barber Surf Rake (#108) | Archibald | New | 54,900 | - | - | - | - | | - |
| 2016 John Deere Dump Utility Vehicle | Archibald | New | 20,926 | - | - | - | - | | - |
| Dur-a-lift mounted on F550 (Bucket Truck) | General | New | 39,980 | - | - | - | - | | - |
| 2016 Chev. Silerado Pickup (#111) | General | New | 34,505 | | | | | | |
| 2016 John Deere Pr Gator Tx Turf | General | New | 8,188 | | | | | | |
| Passenger van acquisition | General | Revised | - | 35,000 | - | - | - | | - |
| 2017 Ford Explorer (Chief's New) | LOST | New | | 31,986 | | | | | |
| 2017 Chevy Silverado | Archibald | New | | 24,927 | | | | | |
| Elgin Vac-Con Truck | Stormwater | New | | | 291,000 | | | | |
| Acquisition: Building vehicle | Building | New | | | 20,000 | | | | |
| Acquisition: Equipment for Ladder Truck | General | New | | | 50,000 | | | | |
| Water rescue jet ski replacement | LOST | Existing | - | - | - | - | - | 40,000 | - |
| Water rescue jet skis | General | Complete | - | - | - | - | - | | - |

## CITY OF MADEIRA BEACH: CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECT SCHEDULE

| | Fund | Status | FY 2016 ACTUAL | FY 2017 REVISED | FY 2018 BUDGET | FY 2019 PROJECTION | FY 2020 PROJECTION | FY 2021 PROJECTION | FY 2022 PROJECTION |
|---|---|---|---|---|---|---|---|---|---|
| **Unfunded:** | | | | | | | | | |
| Bus shelters | General | Existing | - | - | - | - | - | | - |
| Gulf Blvd. improvements - phase II | General | Revised | - | - | - | - | - | | - |
| Land acquisition | General | Existing | - | - | - | - | - | | - |
| Marina expansion | Marina | Existing | - | - | - | - | - | | - |
| Parking expansion facility | General | Existing | - | - | - | - | - | | - |
| Recreation field lighting | General | New | - | - | - | - | - | | - |
| Tom Stuart Causeway improvements | General | Existing | - | - | - | - | - | | - |
| Volleyball lighting | Archibald | Existing | - | - | - | - | - | | - |
| **To be retired without replacement:** | | | | | | | | | |
| 1991 Ford Van w/ bucket (#39) | General | Existing | - | - | - | - | - | | - |
| 2008 Ford Ranger (#98) | Building | Revised | - | - | - | - | - | | - |
| Citywide CIP Total: | | | $ 4,074,048 | $ 7,673,229 | $ 1,244,000 | $ 5,342,000 | $ 955,000 | $ 1,014,000 | $ 1,065,000 |

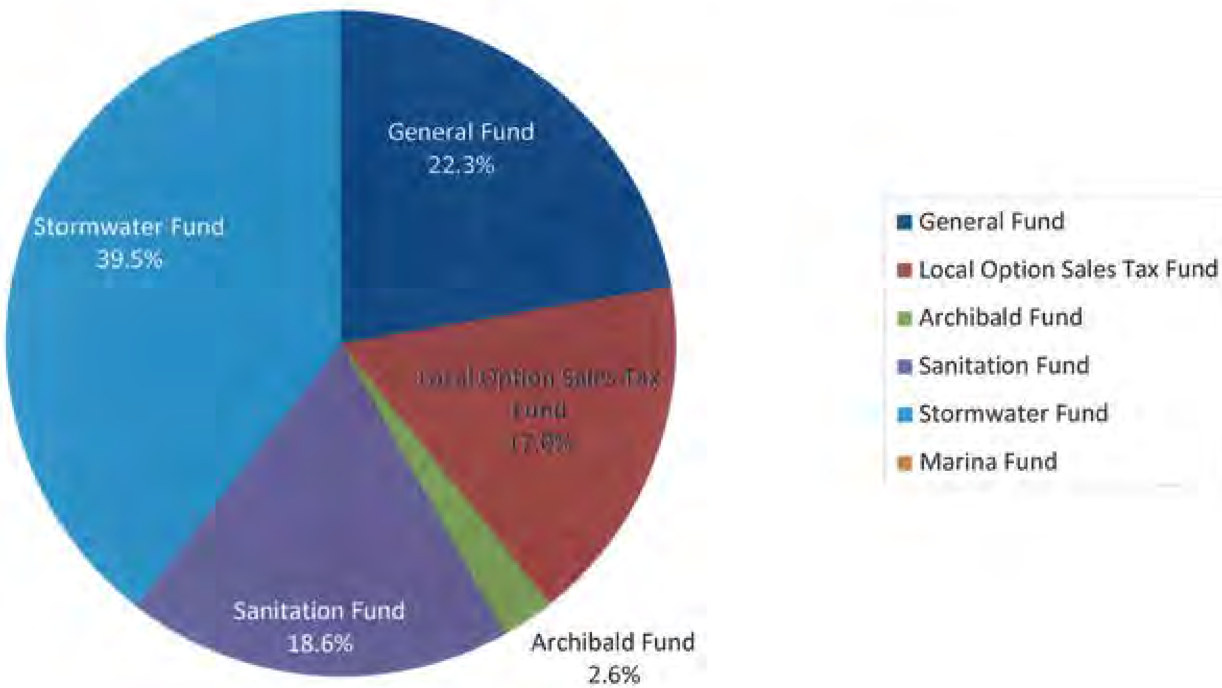
# CITY OF MADEIRA BEACH: CAPITAL IMPROVEMENT PROGRAM (CIP) FUNDING SCHEDULE

| Fund | FY 16 ACTUAL | FY 17 REVISED | FY 18 BUDGET | FY 19 PROJECTION | FY 20 PROJECTION | FY 21 PROJECTION | FY 22 PROJECTION |
|---|---|---|---|---|---|---|---|
| General Fund | 2,770,611 | 519,000 | 277,000 | 345,000 | 190,000 | 0 | 65,000 |
| Local Option Sales Tax Fund | 45,763 | 721,986 | 212,000 | 250,000 | 245,000 | 540,000 | 0 |
| Archibald Fund | 75,826 | 69,927 | 32,000 | 0 | 0 | 15,000 | 0 |
| Building Fund | 0 | 0 | 0 | 0 | 0 | 39,000 | 0 |
| Sanitation Fund | 14,700 | 200,000 | 232,000 | 317,000 | 320,000 | 180,000 | 1,000,000 |
| Stormwater Fund | 858,265 | 5,977,316 | 491,000 | 4,430,000 | 200,000 | 240,000 | 0 |
| Marina Fund | 308,883 | 185,000 | 0 | 0 | 0 | 0 | 0 |
| **All Funds Total** | **$ 4,074,048** | **$ 7,673,229** | **$ 1,244,000** | **$ 5,342,000** | **$ 955,000** | **$ 1,014,000** | **$ 1,065,000** |



# FY 2018 CAPITAL IMPROVEMENTS BY FUND

| Fund | | FY 2018 |
|---|---|---|
| General Fund | 22.3% | 277,000 |
| Local Option Sales Tax Fund | 17.0% | 212,000 |
| Archibald Fund | 2.6% | 32,000 |
| Sanitation Fund | 18.6% | 232,000 |
| Stormwater Fund | 39.5% | 491,000 |
| Marina Fund | 0.0% | 0 |
| **Total Budget** | **100.0%** | **$ 1,244,000** |

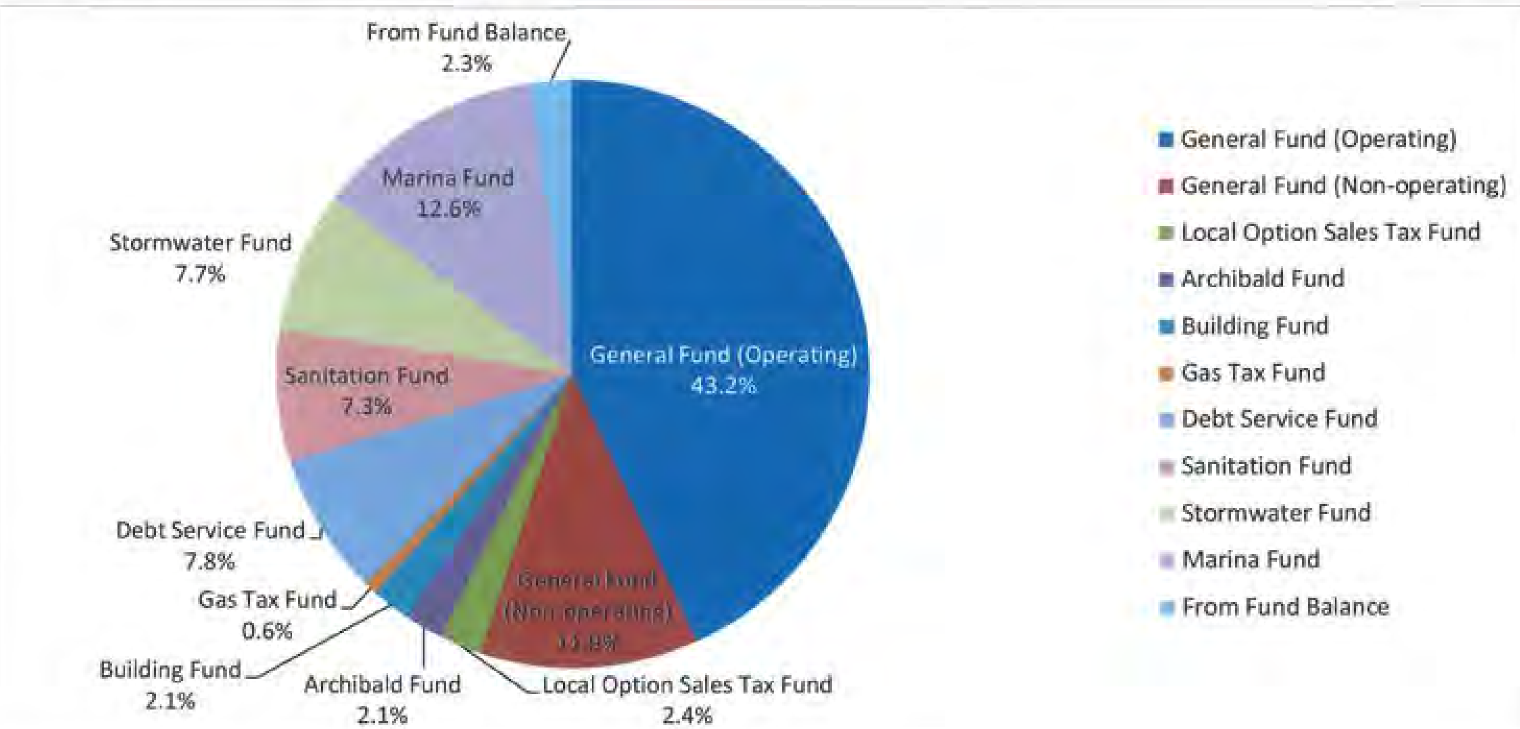


12. Supplemental

# BUDGET SUMMARIES

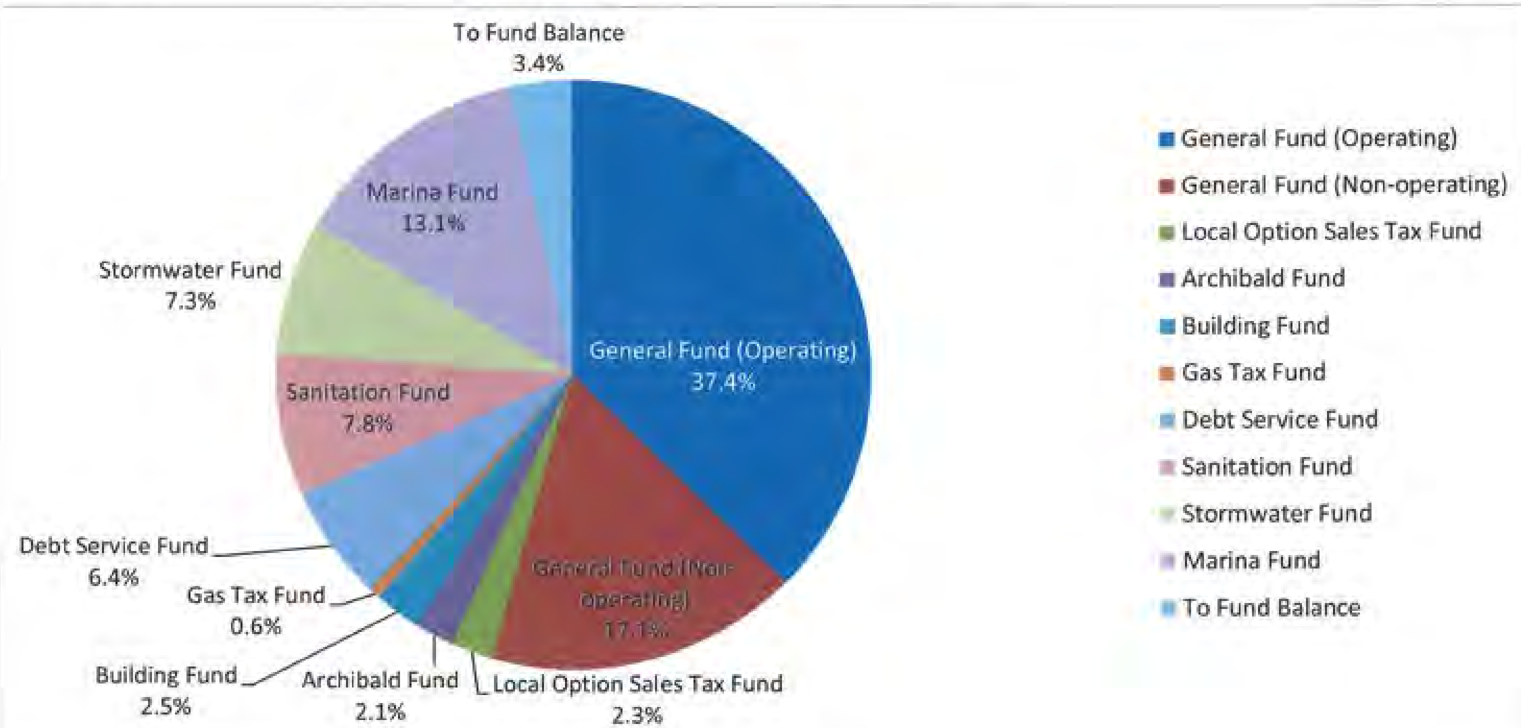
# FY 2018 BUDGET SUMMARY: FUNDING SOURCES

| Fund | FY 2018 |
|---|---:|
| General Fund (Operating) | 7,817,600 |
| General Fund (Non-operating) | 2,149,900 |
| Local Option Sales Tax Fund | 430,000 |
| Archibald Fund | 383,000 |
| Building Fund | 388,200 |
| Gas Tax Fund | 111,600 |
| Debt Service Fund | 1,417,200 |
| Sanitation Fund | 1,323,000 |
| Stormwater Fund | 1,399,600 |
| Marina Fund | 2,277,200 |
| From Fund Balance | 413,500 |
| | |
| **Total Budget** | **$18,110,800** |



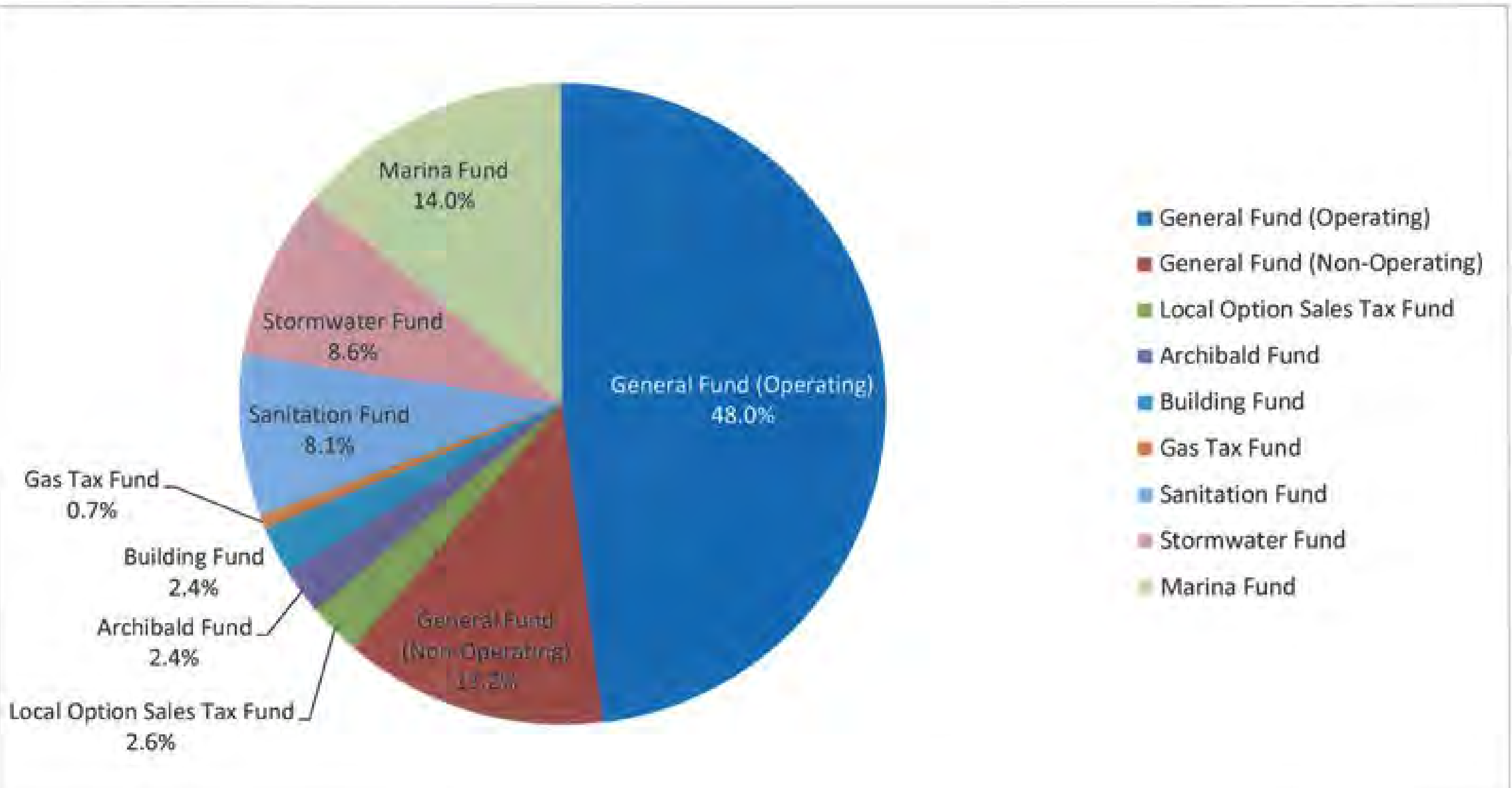
# FY 2018 BUDGET SUMMARY: FUNDING USES

| Fund | FY 2018 |
|---|---|
| General Fund (Operating) | 6,778,700 |
| General Fund (Non-operating) | 3,089,600 |
| Local Option Sales Tax Fund | 410,000 |
| Archibald Fund | 388,800 |
| Building Fund | 458,300 |
| Gas Tax Fund | 101,000 |
| Debt Service Fund | 1,153,500 |
| Sanitation Fund | 1,405,000 |
| Stormwater Fund | 1,330,900 |
| Marina Fund | 2,376,700 |
| To Fund Balance | 618,300 |
| **Total Budget** | **$18,110,800** |



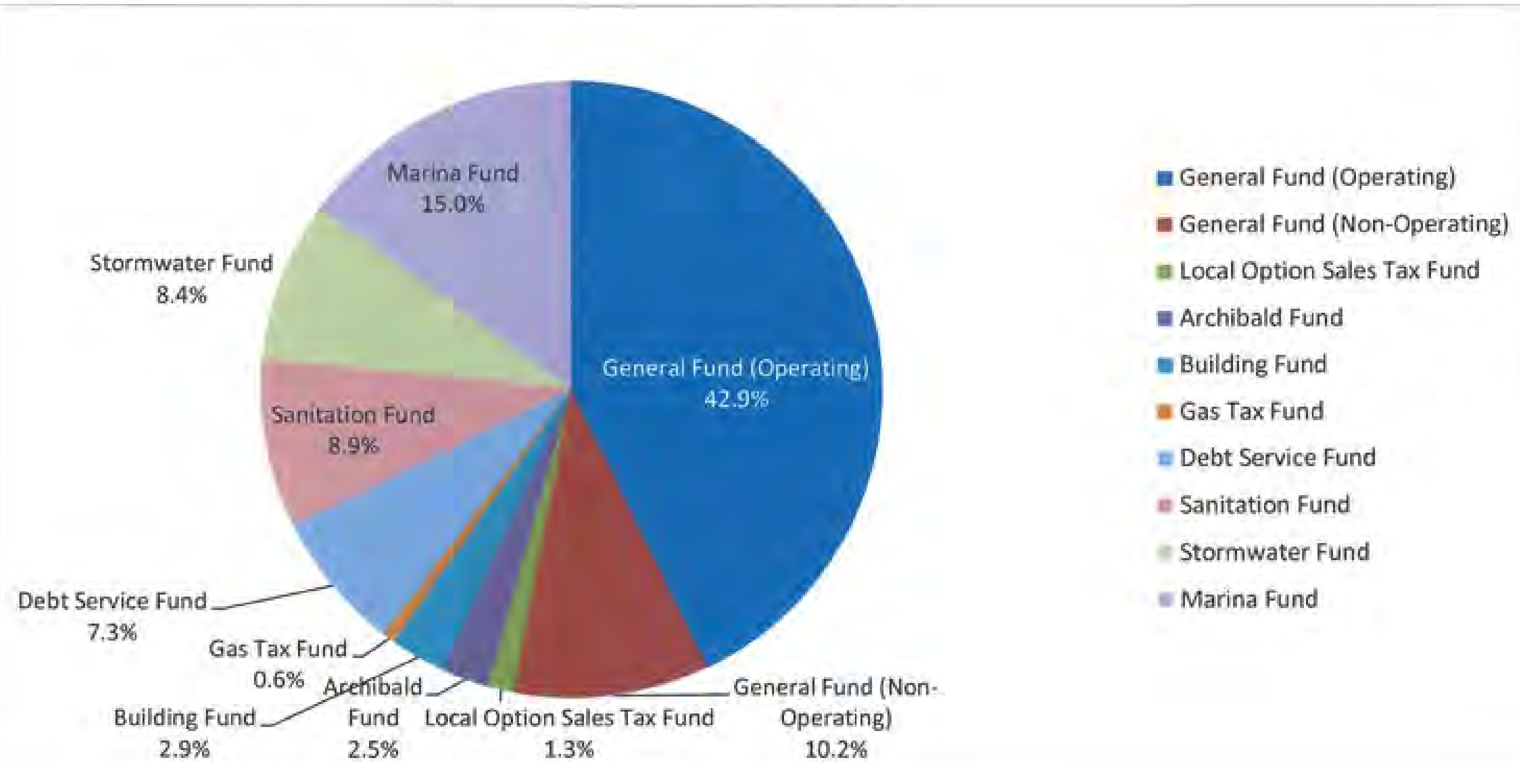
## FY 2018 BUDGET SUMMARY: REVENUES BY FUND
### *Funding sources less transfers and fund balance appropriations*

| Fund | FY 2018 |
|---|---|
| General Fund (Operating) | 7,817,600 |
| General Fund (Non-Operating) | 2,149,900 |
| Local Option Sales Tax Fund | 430,000 |
| Archibald Fund | 383,000 |
| Building Fund | 388,200 |
| Gas Tax Fund | 111,600 |
| Sanitation Fund | 1,323,000 |
| Stormwater Fund | 1,399,600 |
| Marina Fund | 2,277,200 |
| **Total Budgeted Revenue** | **$16,280,100** |



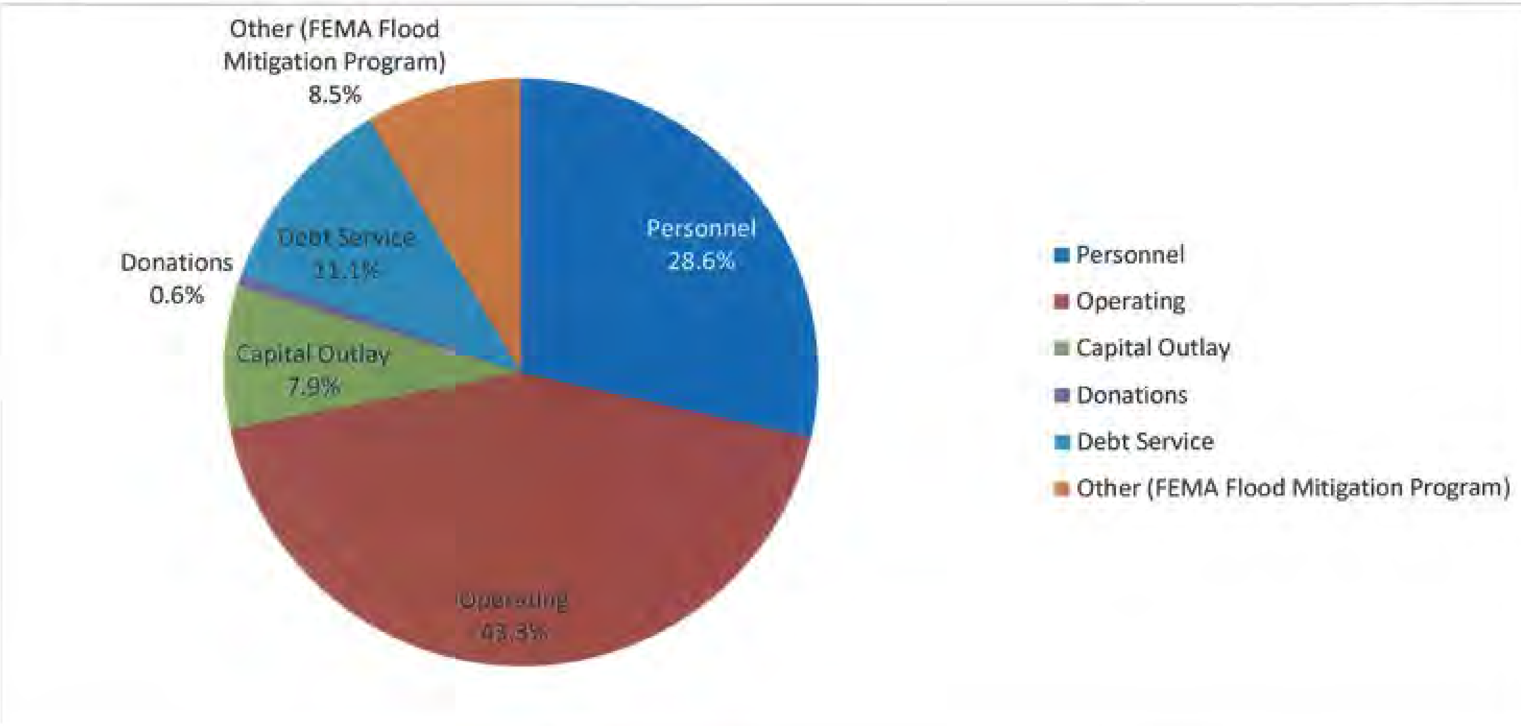
## FY 2018 BUDGET SUMMARY: EXPENDITURES BY FUND
### *Funding uses less transfers and fund balance appropriations*

| Fund | FY 2018 |
|---|---|
| General Fund (Operating) | 6,778,700 |
| General Fund (Non-Operating) | 1,606,800 |
| Local Option Sales Tax Fund | 212,000 |
| Archibald Fund | 388,800 |
| Building Fund | 458,300 |
| Gas Tax Fund | 101,000 |
| Debt Service Fund | 1,153,500 |
| Sanitation Fund | 1,405,000 |
| Stormwater Fund | 1,330,900 |
| Marina Fund | 2,376,700 |
| **Total Budgeted Expenditures** | **$15,811,700** |



# FY 2018 BUDGET SUMMARY: EXPENDITURES BY CATEGORY
## *Funding uses less transfers and fund balance appropriations*

| Expenditure type | FY 2018 |
|---|---|
| Personnel | 4,517,100 |
| Operating | 6,851,900 |
| Capital Outlay | 1,244,000 |
| Donations | 99,100 |
| Debt Service | 1,749,800 |
| Other (FEMA Flood Mitigation Program) | 1,349,800 |
| **Total Budgeted Expenditures** | **$15,811,700** |



# PERSONNEL SUMMARY

# PERSONNEL SUMMARY

| **Department** / Position Title | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| | **Full-Time Equivalent (FTE) Positions** | | | |
| **City Manager's Office** | | | | |
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Office Manager | 0.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 0.00 | 0.00 | 0.00 | 0.00 |
| Volunteer Coordinator | 0.50 | 0.50 | 0.50 | 0.00 |
| | **2.50** | **2.50** | **2.50** | **2.00** |
| **Clerk/Commission** | | | | |
| City Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Clerk | 0.00 | 0.00 | 1.00 | 0.00 |
| Administrative Support Specialist | 1.00 | 1.00 | 0.00 | 1.00 |
| Public Works Technician | 1.00 | 0.00 | 0.00 | 0.00 |
| Mayor | 1.00 | 1.00 | 1.00 | 1.00 |
| City Commissioners | 4.00 | 4.00 | 4.00 | 4.00 |
| | **8.00** | **7.00** | **7.00** | **7.00** |
| **Community Development** | | | | |
| Community Development Director | 1.00 | 0.00 | 0.00 | 0.50 |
| Planning and Zoning Coordinator | 0.00 | 0.50 | 0.50 | 0.00 |
| Building Official | 1.00 | 0.00 | 0.00 | 0.00 |
| Code Enforcement Specialist | 0.00 | 1.00 | 0.20 | 0.20 |
| Permit Technician | 1.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 1.00 | 0.50 | 0.50 | 0.50 |
| | **4.00** | **2.00** | **1.20** | **1.20** |
| **Finance** | | | | |
| Assistant City Manager/Finance Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Finance Director | 0.00 | 0.00 | 0.00 | 0.00 |
| Accounting Manager | 0.00 | 1.00 | 1.00 | 1.00 |
| Accountant | 1.00 | 0.00 | 0.00 | 0.00 |
| Financial Coordinator | 0.00 | 1.00 | 1.00 | 0.00 |
| HR/Payroll Coordinator | 0.00 | 0.00 | 0.00 | 1.00 |
| Accounting Specialist | 1.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| | **4.00** | **4.00** | **4.00** | **4.00** |
| **Public Works** | | | | |
| Public Works Director | 0.20 | 0.20 | 0.20 | 0.20 |
| Lead Mechanic | 0.30 | 0.30 | 0.60 | 0.60 |
| Administrative Assistant | 0.20 | 0.20 | 0.20 | 0.20 |
| Public Works Technician | 0.00 | 0.00 | 1.00 | 1.00 |
| | **0.70** | **0.70** | **2.00** | **2.00** |

# PERSONNEL SUMMARY

| **Department** / Position Title | Full-Time Equivalent (FTE) Positions FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| **Fire/EMS** | | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Lieutenant | 3.00 | 3.00 | 3.00 | 3.00 |
| Fire Inspector | 0.00 | 0.00 | 0.00 | 1.00 |
| Firefighter | 9.00 | 9.00 | 9.00 | 9.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| | **14.00** | **14.00** | **14.00** | **15.00** |
| **Recreation** | | | | |
| Parks and Recreation Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Leisure Services Director | 1.00 | 0.00 | 0.00 | 0.00 |
| Central Services Director | 0.00 | 0.00 | 0.00 | 0.00 |
| Administrative Assistant | 0.00 | 0.00 | 0.00 | 0.00 |
| Division Supervisor | 1.00 | 0.00 | 0.00 | 0.00 |
| Recreation Coordinator | 1.00 | 0.00 | 0.00 | 0.00 |
| Grounds Maintenance Worker | 0.00 | 0.00 | 0.00 | 0.00 |
| Building Maintenance Worker | 0.50 | 0.00 | 0.00 | 0.00 |
| Recreation Leader III | 0.00 | 3.00 | 3.00 | 3.00 |
| Recreation Leader II | 2.10 | 1.00 | 2.00 | 2.00 |
| Recreation Leader I | 1.50 | 2.75 | 3.25 | 3.25 |
| | **8.10** | **7.75** | **9.25** | **9.25** |
| **Parking** | | | | |
| Division Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Parking Enforcement Officer II | 1.00 | 1.00 | 1.00 | 1.00 |
| Parking Enforcement Officer I | 1.05 | 0.75 | 0.75 | 0.75 |
| | **3.05** | **2.75** | **2.75** | **2.75** |
| **Archibald** | | | | |
| Division Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Grounds Maintenance Worker | 2.00 | 0.75 | 1.75 | 1.75 |
| | **3.00** | **1.75** | **2.75** | **2.75** |

# PERSONNEL SUMMARY

| **Department** / Position Title | Full-Time Equivalent (FTE) Positions FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|---|---|---|---|---|
| **Building** | | | | |
| Building Official | 0.00 | 1.00 | 1.00 | 1.00 |
| Planning and Zoning Coordinator | 0.00 | 0.50 | 0.50 | 0.00 |
| Planning and Zoning Director | 0.00 | 0.00 | 0.00 | 0.50 |
| Permit Technician | 0.00 | 1.00 | 1.00 | 1.00 |
| Building Codes Compliance Officer | 0.00 | 0.00 | 1.00 | 1.00 |
| Administrative Assistant | 0.00 | 0.50 | 0.50 | 0.50 |
| | **0.00** | **3.00** | **4.00** | **4.00** |
| **Sanitation** | | | | |
| Public Works Director | 0.25 | 0.25 | 0.25 | 0.25 |
| Administrative Assistant | 0.25 | 0.25 | 0.25 | 0.25 |
| Field Operations Manager | 0.00 | 0.00 | 0.00 | 0.00 |
| Division Supervisor | 1.00 | 1.00 | 1.50 | 1.50 |
| Public Works Technician | 0.50 | 0.50 | 0.00 | 0.00 |
| Sanitation Worker | 4.00 | 5.00 | 4.00 | 6.00 |
| | **6.00** | **7.00** | **6.00** | **8.00** |
| **Stormwater** | | | | |
| Public Works Director | 0.25 | 0.25 | 0.25 | 0.25 |
| Administrative Assistant | 0.25 | 0.25 | 0.25 | 0.25 |
| Field Operations Manager | 0.00 | 0.00 | 0.00 | 0.00 |
| Division Supervisor | 1.00 | 1.00 | 1.50 | 1.50 |
| Public Works Technician | 1.50 | 1.50 | 1.00 | 1.00 |
| | **3.00** | **3.00** | **3.00** | **3.00** |
| **Marina** | | | | |
| Public Works Director | 0.30 | 0.30 | 0.30 | 0.30 |
| Administrative Assistant | 0.30 | 0.30 | 0.30 | 0.30 |
| Division Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Marina Assistant | 2.00 | 2.75 | 2.75 | 2.75 |
| | **3.60** | **4.35** | **4.35** | **4.35** |
| **TOTAL FUNDED POSITIONS** | **59.95** | **59.80** | **62.80** | **65.30** |

# PAY PLAN

# CITY OF MADEIRA BEACH PAY PLAN
## EFFECTIVE OCTOBER 1, 2017

| GRADE | POSITION TITLE | RANGE MINIMUM | RANGE MAXIMUM |
|---|---|---|---|
| 1 | Building Codes Compliance Officer I<br>Building Maintenance Worker I<br>Code Enforcement Specialist<br>Grounds Maintenance Worker I<br>Maina Assistant I<br>Parking Enforcement Officer I<br>Public Works Technician I<br>Recreation Leader I<br>Sanitation Worker I | $9.50/hour | $12.50/hour |
| 2 | Administrative Assistant I<br>Building Codes Compliance Officer II<br>Building Maintenance Worker II<br>Grounds Maintenance Worker II<br>Marina Assistant II<br>Parking Enforcement Officer II<br>Public Works Technician II<br>Recreation Leader II<br>Sanitation Worker II | $11.50/hour | $20.50/hour |
| 3 | Administrative Assistant II<br>Building Codes Compliance Officer III<br>Administrative Support Specialist<br>Deputy City Clerk<br>Division Supervisor<br>Permit Technician<br>Recreation Leader III | $17.00/hour | $27.00/hour |
| 4 | HR/Financial Coordinator<br>Executive Assistant to City Manager | $24.00/hour | $34.00/hour |
| 5 | Accounting Manager<br>City Clerk<br>Planning & Zoning Coordinator | $66,500 | $83,200 |
| 6 | Building Official<br>Finance Director<br>Fire Chief<br>Marina & Public Works Director<br>Parks & Recreation Director<br>Planning & Zoning Director | $82,000 | $110,240 |