

# *Town of Fort Myers Beach*



FISCAL YEAR 2011

PRELIMINARY GENERAL FUND EXPENDITURES

**TOWN OF FORT MYERS BEACH**  
**PRELIMINARY GENERAL FUND EXPENDITURES**  
**TABLE OF CONTENTS**

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General Fund Expenditure Summary .....	2
<i>Mayor and Council</i> .....	3
<i>Committees</i> .....	5
<i>Town Manager</i> .....	7
<i>Clerk</i> .....	9
<i>General Services</i> .....	11
<i>Legal</i> .....	15
<i>Finance</i> .....	17
<i>Public Works Administration</i> .....	19
<i>Parks and Recreation</i> .....	21
<i>Maintenance</i> .....	27
<i>Times Square</i> .....	29
<i>Maritime</i> .....	31
<i>Parking</i> .....	33
<i>Community Development Administration</i> .....	35
<i>Building and Safety</i> .....	37
<i>Code Compliance</i> .....	39
<i>LPA</i> .....	41
<i>Mound House</i> .....	43
<i>Newton Park</i> .....	47
<i>FPAN</i> .....	49
<i>Special Event Funding requests</i> .....	51

## General Fund Expenditures – Preliminary Budget

Town of Fort Myers Beach  
 General Fund Overview  
 FY 2011 Budget - General Fund Expenditures

<i><b>Expenditures</b></i>	Actual 2008-09	Budget 2009-10	Preliminary 2010-11
Town Council	\$ 150,680	\$ 163,642	\$ 195,342
Committees	3,787	8,400	10,900
Town Manager	238,093	171,500	245,580
Town Clerk	125,736	204,296	196,178
General Services	736,163	780,696	968,546
Legal Services	240,340	201,000	190,000
Financial Services	241,297	248,614	255,463
Public Works Administration	395,050	373,480	349,742
Parks and Recreation	572,861	723,690	1,048,111
Maintenance	446,681	586,804	665,596
Maritime	274,755	188,009	238,361
Times Square	-	70,900	276,500
Parking	305,800	321,188	336,601
Community Development Administration	522,147	440,480	467,662
Building Division	418,645	398,424	398,220
Code Compliance	106,021	146,745	197,562
LPA	76,601	61,195	36,895
Mound House	153,191	170,716	189,869
Newton Park	18,888	12,700	22,000
FPAN Program	36,962	183,350	183,350
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 5,063,700</b>	<b>\$ 5,455,829</b>	<b>\$ 6,472,478</b>

## Expenditure Summary – Mayor and Council

Fund: General 01  
 Department: Town Council  
 Division: \_\_\_\_\_  
 Division #: 110

Expenditure Category	Actual	Budget	Expenditures	Preliminary
	Expenditures FY 09	FY 10	YTD 03/30/10	Budget FY 11
Personnel Costs	\$ 83,529	\$ 82,742	\$ 40,078	\$ 80,092
Materials, Supplies & Services	67,151	80,900	45,700	115,250
Operating Budget	150,680	163,642	85,778	195,342
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 150,681</b>	<b>\$ 163,642</b>	<b>\$ 85,778</b>	<b>\$ 195,342</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Mayor	1	1
Vice-Mayor	1	1
Council members	3	3
	<u>5</u>	<u>5</u>

### Department Description, Goals and Objectives

The Town Council, as the community's legislative body, acts as the decision making authority establishing public policies to meet the needs of the residents. The Town Council is responsible for providing the best possible municipal government and delivering services at levels that reflect community priorities and enhance the quality of life for all residents. The primary goal of the members of the Council is to represent the residents of Fort Myers Beach by formulating and enacting public policy and by providing the leadership necessary to meet community needs and expectations.

Town Council			
		Actual 2009	Budget 2010
01.110.511.5110	Council Compensation	\$ 74,400	\$ 74,400
01.110.511.5210	Social Security	5,756	5,692
01.110.511.5341	Council Meeting minutes	3,295	2,000
01.110.511.5342	Committee minutes	2,663	900
01.110.511.5363	IT System	-	-
01.110.511.5400	Travel/Training/Meals	3,373	2,150
01.110.511.5410	Telephone & Communications	1,342	1,500
01.110.511.5447	Legislative Printing & Binding	513	3,000
01.110.511.5448	Legal Advertisements	13,839	26,000
01.110.511.5490	Misc. Other Expense	8,130	7,500
01.110.511.5540	Membership and Dues	265	500
01.110.511.5541	State Lobbyist	37,105	40,000
		<u>\$ 150,681</u>	<u>\$ 163,642</u>
			<u>\$ 195,342</u>

**Expenditure Detail – Mayor and Council**

Department Town Council  
 Division \_\_\_\_\_  
 Division # 110

#	Computation/Explanation	Amount	Amount
5120	Salaries		
	Mayor	16,800	
	Council Members	57,600	
		<u>74,400</u>	74,400
5140	Social Security (7.65% of full and part-time wages)	5,692	5,692
5341	Town Council minutes	8,500	8,500
5342	Committee Minutes	900	900
5363	IT System		
	Laptops for elected officials 5 @ \$600	3,000	3,000
5400	Travel/Training/Meals	2,150	2,150
5410	Communications		
	Cell phone @ \$35.00 per month (5 x \$35 x 12)	2,100	2,100
5447	Legislative Printing and Binding	600	600
5448	Legal Advertisements		
	Required notices and other meeting notices.	26,000	26,000
5490	Miscellaneous Expense-items not included in other line item	7,500	7,500
5540	Memberships and Dues	500	500
5541	Professional Services - State Lobbyist	64,000	64,000
	Total Budget		\$ 195,342

## Expenditure Summary – Committees

Fund: General 01  
 Department: Town Council  
 Division: Committees  
 Division #: 115

Expenditure Category	Actual	Budget	Expenditures	Preliminary
	Expenditures FY 09	FY 10	YTD 3/30/10	Budget FY 11
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	3,787	8,400	1,096	10,900
Operating Budget	3,787	8,400	1,096	10,900
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 3,787</b>	<b>\$ 8,400</b>	<b>\$ 1,096</b>	<b>\$ 10,900</b>

### PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
	0	0

### Department Description, Goals and Objectives

Committees are created by action of the Town Council. Each Committee is established for a specific purpose with an overall goal of protecting and enhancing the quality of life for residents and visitors to the community.

Town Council		Actual	Est.	Budget
		2009	2010	2011
01.115.511.5620	Marine Resources Task Force	1,496	2,500	2,500
01.115.511.5630	Anchorage Advisory	2,291	2,400	2,400
01.115.511.5641	CRAB	-	2,500	5,000
01.115.511.5642	CelCab	-	1,000	1,000
		<u>\$ 3,787</u>	<u>\$ 8,400</u>	<u>\$ 10,900</u>

**Expenditure Detail – Committees**

Department Town Council  
Division Committees  
Division # 115

#	Computation/Explanation	Amount
5620	Marine Resources Task Force activities	2,500
5630	Anchorage Advisory activities	2,400
5641	CRAB activities	5,000
5642	CELCAB activities	1,000
	Total Budget	\$ 10,900

## Expenditure Summary – Town Manager

Fund: General 01  
 Department: Town Manager  
 Division: \_\_\_\_\_  
 Division #: 120

Expenditure Category	Actual	Budget	Expenditures	Preliminary
	Expenditures FY 09	FY 10	3/30/2010	Budget FY 11
Personnel Costs	\$ 235,035	\$ 160,660	\$ 127,643	\$ 230,740
Materials, Supplies & Services	3,057	10,840	509	14,840
Operating Budget	238,092	171,500	128,152	245,580
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 238,092</b>	<b>\$ 171,500</b>	<b>\$ 128,152</b>	<b>\$ 245,580</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Town Manager	<u>1</u>	<u>1</u>
	<u>1</u>	<u>1</u>

### Department Description, Goals and Objectives

The Town Manager is appointed by the Town Council and is responsible for implementation and enforcement of policies and ordinances as adopted. The Manager is charged with developing a government that represents the needs of the community and provides quality, cost effective services to the public. Working closely with Department Directors, the Manager coordinates the provisions of services to the residents and works to enhance intergovernmental relationships. The Town manager is responsible for the recruitment and selection of Town employees, the development of personnel policies and procedures and the compensation plan. The primary goals and objects of the Town Manager are to coordinate and administer all town functions effectively and efficiently; provide leadership, direction and guidance for all town departments, programs and projects.

Town Manager		Actual	Est.	Budget
		2009	2010	2011
01.120.512.5110	Salaries	\$ 161,628	\$ 106,000	\$ 165,000
01.120.512.5210	Social Security	12,539	8,108	8,170
01.120.512.5220	Retirement	19,295	15,900	24,750
01.120.512.5238	Life, Health & Disability	36,806	23,952	26,820
01.120.512.5242	Car Allowance	4,767	4,200	6,000
01.120.512.5400	Travel/Training/Meals	1,290	1,250	2,500
01.120.512.5410	Telephone and Communications	679	840	840
01.120.512.5540	Membership and Dues	1,088	1,250	1,500
01.120.512.5951	Contingency	-	10,000	10,000
		<u>\$ 238,092</u>	<u>\$ 171,500</u>	<u>\$ 245,580</u>

**Expenditure Detail – Town Manager**

Department Town Manager  
 Division \_\_\_\_\_  
 Division # 120

#	Computation/Explanation	Amount
5110	Salaries Town Manager	165,000
		165,000
5210	Social Security (7.65% of full and part-time wages)	8,170
		8,170
5220	Retirement/Pension (15% for Town Manager)	24,750
		24,750
5238	Life, Health and Disability	26,820
		26,820
5242	Car Allowance	6,000
		6,000
5400	Travel/Training/Meals <i>as approved by Town Council</i>	2,500
		2,500
5410	Communications Cell phone @ \$35.00 per month	840
		840
5540	Memberships and dues	1,500
		1,500
5951	Contingency	10,000
		10,000
	Total Budget	\$ 245,580

**Expenditure Summary – Town Clerk**

Fund: General 01  
 Department: Town Clerk  
 Division: \_\_\_\_\_  
 Division #: 125

Expenditure Category	Actual Expenditures	Budget	Expenditures	Preliminary Budget
	FY 09	FY 10	3/30/2010	FY 11
Personnel Costs	\$ 119,283	\$ 185,871	\$ 74,535	\$ 180,893
Materials, Supplies & Services	6,453	18,425	1,051	15,285
Operating Budget	125,737	204,296	75,586	196,178
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 125,737</b>	<b>\$ 204,296</b>	<b>\$ 75,586</b>	<b>\$ 196,178</b>

**PERSONAL SERVICES DETAIL**

Classification	Current	Budget
Town Clerk	1	1
Administrative Assistant	1	1
Contracts Manager	1	1
	<u>3</u>	<u>3</u>

**Department Description, Goals and Objectives**

The Town Clerk's office serves as the central information point for local residents and citizens. It is the mission of this department to provide quality service to town residents, departments, boards and committees. The Town Clerk is also responsible for accurately compiling and maintaining the records of the actions of the Town Council and directs the management and maintenance of all town records and documents. The primary goals and objectives of the Clerk's department include continuing work on codification of the town ordinances and developing and implementing a records management program.

Town Clerk		Actual	Est.	Budget
		2009	2010	2011
01.125.512.5110	Salaries	\$ 84,138	\$ 125,976	\$ 127,479
01.125.512.5210	Social Security	6,437	9,637	9,752
01.125.512.5220	Retirement	7,514	12,598	12,748
01.125.512.5238	Life, Health & Disability	21,195	37,660	30,914
01.125.512.5352	Records Management Software	3,184	5,000	-
01.125.512.5400	Travel/Training/Meals	891	1,500	2,600
01.125.512.5410	Telephone and Communications	64	840	1,600
01.125.512.5540	Membership and Dues	200	185	185
01.125.512.5550	Municipal Code	1,500	10,000	10,000
01.125.512.5950	Misc. Other Expense	614	900	900
		<u>\$ 125,737</u>	<u>\$ 204,296</u>	<u>\$ 196,178</u>

**Expenditure Detail - Town Clerk**

Department Town Clerk  
 Division \_\_\_\_\_  
 Division # 125

#	Computation/Explanation		Amount
5110	Salaries		
	Town Clerk	49,816	
	Contracts Manager	44,000	
	Administrative Assistant	33,663	
			127,479
5210	Social Security		
	7.65% of wages and salaries	9,752	9,752
5220	Retirement		
	10% for full-time employees	12,748	12,748
5238	Life, Health & Disability	30,914	30,914
5400	Travel/Training/Meals		
	FACC Annual Conference in Lake Mary, FL.	1,100	
	IIMC National Conference in Nashville, Tn	1,500	
			2,600
5410	Telephone and Communications		
	2 employees @ \$35 per mo; 1 employee @ \$64 p/mo	1,600	1,600
5540	Membership and Dues		
	Membership in International & Local City Clerk Assn.	185	185
5550	Municipal Code		
	remaining contract	10,000	10,000
5950	Misc. Other Expense		
	items not included in other line items	900	900
	Total Budget		\$ 196,178

## Expenditure Summary - General Services

Fund: General 01  
 Department: Town Manager  
 Division: General Services  
 Division #: 130

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	728,160	780,696	377,511	968,546
Operating Budget	728,160	780,696	377,511	968,546
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 728,160</b>	<b>\$ 780,696</b>	<b>\$ 377,511</b>	<b>\$ 968,546</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
-	-	-
-	-	-

### Department Description, Goals and Objectives

The General Services section of the budget serves as an umbrella for expenditures that are Town-wide in nature. These items include the Town's liability insurance, lease of the Town Hall building and general administrative costs associated with the operation of Town Hall. There are no personnel costs associated with the General Services Department. Community Development Block Grant (CDBG) and special events are included in this program.

General Services				
		Actual 2009	Est. 2010	Budget 2011
01.130.513.5120	Salaries	1,935	-	-
01.130.513.5140	Overtime	3,334	-	-
01.130.513.5150	Leave-time	-	-	-
01.130.513.5210	Social Security	403	-	-
01.130.513.5220	Retirement	827	-	-
01.130.513.5238	Life, Health & Disability	-	-	-
01.130.513.5250	State Unemployment Tax	2,548	6,000	21,450
01.130.513.5332	Postage	5,101	6,000	6,000
01.130.513.5340	Cleaning & Alarm	8,514	-	-
01.130.513.5345	Other Contracts	-	-	-
01.130.513.5346	Repairs & Maintenance	6,119	10,000	25,000
01.130.513.5349	Elections	-	17,100	17,100
01.130.513.5352	Software	15,717	15,000	16,500
01.130.513.5353	Misc. Supplies	2,700	3,500	3,500
01.130.513.5355	Town Memberships	16,596	14,000	17,500

## Expenditure Summary - General Services

General Services (continued)		Actual 2009	Est. 2010	Budget 2011
01.130.513.5362	Office re-model	-	-	-
01.130.513.5363	IT System	106,107	110,000	120,000
01.130.513.5364	Office Furniture/Equipment	3,169	1,250	1,500
01.130.513.5400	Travel/Training/Meals	575	-	-
01.130.513.5410	Telephone & Communication	29,245	19,000	23,500
01.130.513.5420	Books and Periodicals	214	1,500	1,500
01.130.513.5431	Utility Service	-	-	52,000
01.130.513.5441	Town Hall Lease	108,721	122,500	183,750
01.130.513.5442	Storage	13,960	12,500	14,500
01.130.513.5443	Copier	21,295	24,500	20,000
01.130.513.5447	Printing & Binding	-	1,000	1,500
01.130.513.5510	Office Supplies	21,965	20,000	22,500
01.130.513.5600	Filing Fee & violations	2,380	350	350
01.130.513.5691	Animal Control	-	66,312	66,312
01.130.513.5892	Request for Action	-	684	684
01.130.513.5950	Misc. expenses & Customer Survey	20,992	12,000	25,900
01.135.513.5710	Keep Lee Cty Beautiful	-	1,500	1,500
01.135.513.5720	National Estuaries	-	3,000	3,000
01.135.513.5740	Special Events	43,218	10,000	10,000
01.135.513.5750	Seasonal Events	16,266	30,000	30,000
01.155.513.5530	Insurance	208,069	205,000	215,000
01.156.513.5724	After School Programs	68,190	68,000	68,000
		<u>\$ 728,160</u>	<u>\$ 780,696</u>	<u>\$ 968,546</u>

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**Expenditure Detail - General Services**

Department Town Manager  
Division General Services  
Division # 130

#	Computation/Explanation	Amount
5250	State unemployment tax (direct pay)	21,450
5332	Postage	6,000
5346	Repairs and Maintenance-for Town Hall as needed	25,000
5349	Elections - March 2011	17,100
5352	Software	16,500
5353	Misc. supplies	3,500
5355	Town Memberships & donations as approved	17,500

**Expenditure Detail - General Services (continued)**

General Services (continued)		
5363	IT System - Town wide	120,000
5364	Office Furniture and Equipment	1,500
5410	Telephone and communications	23,500
5420	Books and Periodicals	1,500
5431	Utility Service - Town Hall (estimated @ \$1,000 per week)	52,000
5441	Town Hall Lease (estimated)	183,750
5442	Storage - off-site storage for records and equipment	14,500
5443	Copier	20,000
5447	Printing and binding - letterhead, envelopes and all Town materials	1,500
5510	Office supplies - Town wide	22,500
5600	Filing fees (county)	350
5691	Animal Control - annual interlocal with Lee County (estimated)	66,312
5892	"Request for Action" program	684
5950	Misc. other expense (includes National Citizen Survey \$13,900)	25,900
5710	Keep Lee County Beautiful	1,500
5720	National Estuaries	3,000
5740	Special Events	10,000
5750	Seasonal Events	30,000
5530	Insurance - all coverage (except Health)	215,000
5724	CDBG - After School and Senior programs	68,000
	Total Budget	\$ 968,546

## Expenditure Summary - Legal Services

Fund: General 01  
 Department: Town Council  
 Division: Legal  
 Division #: 140

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 3/30/10	Preliminary Budget FY 11
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	240,340	201,000	136,443	190,000
Operating Budget	240,340	201,000	136,443	190,000
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 240,340</b>	<b>\$ 201,000</b>	<b>\$ 136,443</b>	<b>\$ 190,000</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
	-	-
	-	-

### Department Description, Goals and Objectives

The Town Attorney is appointed by the Council and, together with the Town Manager, implements the policy decisions made by Council. The Town Attorney serves as the legal advisor to the Town Council, Town Manager, and all departments, boards, commissions and agencies of the Town. The Town Attorney initiates or defends civil suits, actions and legal proceedings on behalf of the Town. The Town Attorney is responsible for efficiently and effectively providing quality legal services to the residents through the Town Council, Manager, Department, Town corporations and agencies so as to facilitate the achievement of essential governmental goals and objectives.

Legal		Actual 2009	Budget 2010	Budget 2011
01.140.514.5451	Legal Consultation for Town	\$ 150,068	\$ 140,000	\$ 140,000
01.140.514.5456	Other Legal Services	90,272	61,000	50,000
		\$ 240,340	\$ 201,000	\$ 190,000

**Expenditure Detail - Legal Services**

Department Town Council  
 Division Legal  
 Division # 140

#	Computation/Explanation	Amount
5451	Legal Consultation for Town	140,000 140,000
5456	Other Legal Services	50,000 50,000
Total Budget		\$ 190,000

## Expenditure Summary – Finance

Fund: General 01  
 Department: Finance  
 Division: \_\_\_\_\_  
 Division #: 150

Expenditure Category	Actual Expenditures	Budget	Expenditures	Preliminary Budget
	FY 09	FY 10	YTD 03/30/10	FY 11
Personnel Costs	\$ 172,975	\$ 168,974	\$ 82,065	\$ 170,823
Materials, Supplies & Services	68,322	79,640	49,461	84,640
Operating Budget	241,297	248,614	131,526	255,463
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 241,297</b>	<b>\$ 248,614</b>	<b>\$ 131,526</b>	<b>\$ 255,463</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Finance Director	1.0	1.0
Finance Coordinator	1.0	1.0
	<u>2.0</u>	<u>2.0</u>

### Department Description, Goals and Objectives

The mission of the Finance Department is to serve the public and staff by providing accurate and current financial data. The Department is committed to providing timely, accurate, clear and complete information. The Department is responsible for the day-to-day financial activities of the Town and the water utility. The Finance staff, with the Town Manager, prepares the Annual Budget and Capital Improvement Plan. The Finance Department prepares the annual audit. The Department goals include: provide payments to all vendors accurately and in a timely manner; maintain employee benefit plans; prepare routine and special reports as necessary; maintain general ledgers and provide up-to-date budget information for all funds and departments on a quarterly basis.

Finance		Actual	Budget	Budget
		2009	2010	2011
01.150.513.5120	Salaries	\$ 122,913	\$ 120,061	\$ 120,061
01.150.513.5210	Social Security	9,364	9,185	9,185
01.150.513.5220	Retirement	11,642	12,006	12,006
01.150.513.5238	Life, Health and Disability	28,496	26,782	28,181
01.150.513.5340	Memberships and Dues	405	440	640
01.150.513.5400	Travel/Training/Meals	155	500	750
01.150.513.5410	Telephone and Communications	698	840	840
01.150.513.5531	Annual Audit	44,800	60,000	60,000
01.150.513.5532	Accounting Services	19,414	15,000	20,000
01.150.513.5533	Bank Charges	3,411	3,800	3,800
		<u>\$ 241,297</u>	<u>\$ 248,614</u>	<u>\$ 255,463</u>

**Expenditure Detail – Finance**

Department      Finance  
 Division            \_\_\_\_\_  
 Division #         150

#	Computation/Explanation	Amount
5120	Salaries	
	Director	78,545
	Finance Coordinator	41,516
		120,061
5210	Social Security (7.65% of full and part-time wages)	9,185
		9,185
5220	Retirement	12,006
		12,006
5238	Life, Health and Disability	28,181
		28,181
5340	Memberships and dues	
	GFOA, AGA and FL GFOA	640
		640
5400	Travel/Training/Meals	
	local conferences & cpe training courses	750
		750
5410	Communications	
	Cell phone @ \$35.00 per month	840
		840
5531	Annual Audit	60,000
		60,000
5532	Accounting and other professional services	20,000
		20,000
5533	Bank charges	3,800
		3,800
	Total Budget	\$ 255,463

## Expenditure Summary - Public Works Administration

Fund: General 01  
 Department: Public Works  
 Division: Administration  
 Division #: 160

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ 340,433	\$ 371,480	\$ 111,618	\$ 343,872
Materials, Supplies & Services	6,617	2,000	2,783	5,600
Operating Budget	347,050	373,480	114,401	349,472
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 347,050</b>	<b>\$ 373,480</b>	<b>\$ 114,401</b>	<b>\$ 349,472</b>

### PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
Director of Public Works	1	1
Deputy Director	1	1
Public Services Supervisor	1	1
Senior Project Manager	1	-
Inspector & Special Projects	-	1
Administrative Assistant	1	1
	<u>5</u>	<u>5</u>

### Department Description, Goals and Objectives

Public Works Administrations provides overall management of all sections of the Department including parks, recreation, maintenance, maritime, parking, and emergency management. The goals and objectives of the administrative section of the public works department are to insure that all divisions are continuing preventive maintenance programs for all Town equipment; improve safety awareness among employees; prepare reports and recommendations for the Council outlining projects that should be considered for approval.

Public Works - Administration				
		Actual 2009	Budget 2010	Budget 2011
01.160.530.5120	Salaries	\$ 257,375	\$ 259,507	\$ 244,644
01.160.530.5210	Social Security	19,705	19,852	18,715
01.160.530.5220	Retirement	22,204	25,951	24,464
01.160.530.5238	Life, Health and Disability	36,163	61,170	54,049
01.160.530.5239	Personnel Health & Safety	4,290	-	-
01.160.530.5400	Travel/Training/Meals	932	1,000	1,600
01.160.530.5410	Telephone and Communications	1,467	2,000	2,000
01.160.530.5540	Membership and Dues	860	2,000	2,000
01.160.530.5552	Uniforms	4,054	2,000	2,000
		<u>\$ 347,050</u>	<u>\$ 373,480</u>	<u>\$ 349,472</u>



**Expenditure Detail - Parks and Recreation**

Fund: General 01  
 Department: Public Works  
 Division: Parks and Recreation  
 Division #: 170

Expenditure Category	Actual	Budget	Expenditures	Adopted
	Expenditures	FY 10	YTD 03/30/10	Budget
	FY 09			FY 11
Personnel Costs	\$ 14,646	\$ 408,499	\$ 181,729	\$ 566,549
Materials, Supplies & Services	558,215	315,191	123,723	388,461
Operating Budget	572,861	723,690	305,452	955,010
Capital Outlay	-	-	-	93,100
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 572,861</b>	<b>\$ 723,690</b>	<b>\$ 305,452</b>	<b>\$ 1,048,111</b>

**PERSONAL SERVICES DETAIL**

Classification	Current	Budget
Manager	1.0	1.0
Aquatics Supervisor	1.0	1.0
Program Coordinators	2.5	3.8
Recreation Aides	0.8	3.0
Maintenance Worker	1.0	1.0
Custodian	0.3	0.3
Lifeguards	1.5	5.0
	<u>8.1</u>	<u>15.1</u>

**Department Description, Goals and Objectives**

The Recreation Division serves the Town of Fort Myers Beach and surrounding areas by operating a community center and recreational facility that provides individuals and groups passive and active recreational, social and community activities and events for both residents and visitors. Goals and objectives for the division include: offering programs that are well-rounded and developed to serve the varying needs of the Town's youngest to oldest patrons in a safe healthy environment; bring people together to develop their sense of community and common interests; promote the development of group and individual health, fitness and personal advancement; seek grants and donations; maintain a core level of service while striving to enhance and expand services and activities offered and collect baseline attendance and user data to help develop future goals.

**Public Works - Parks and Recreation**

	Actual	Budget	Budget
	2009	2010	2011
01.170.572.5120 Salaries - BORC	\$ 10,939	\$ 210,495	\$ 273,000
01.170.572.5210 Social Security - BORC	203	16,103	21,053
01.170.572.5220 Retirement - BORC	-	11,487	18,259
01.170.572.5238 Life, Health and Disability - BORC	-	33,834	60,889
01.170.572.5238 Overtime	-	-	2,200
BORC Marketing	-	-	28,800
01.170.572.5346 BORC Maintenance and Repairs	-	60,000	42,000
01.170.572.5380 BORC - Teens	-	5,000	14,050
01.170.572.5381 BORC - Youth	-	5,000	7,950
01.170.572.5382 BORC - Athletics	-	2,000	18,290
01.170.572.5383 BORC - Seniors	-	5,000	37,850
01.170.572.5400 Travel/Training/Meals	-	-	9,025

**Expenditure Detail - Parks and Recreation**

Public Works - Parks and Recreation (continued)		Actual	Budget	Budget
		2009	2010	2011
01.170.572.5410	Telephone and Communications	126	-	-
01.170.572.5433	BORC - Utilities	38,507	52,000	62,940
01.170.572.5533	Bank charges	84	-	-
01.170.572.5400	Dues and Memberships	-	-	750
01.170.572.5732	Bay Oaks Recreation Center	240,562	-	-
01.170.572.5733	Pool Operations	220,338	21,550	46,400
01.170.572.5735	Pool Maintenance	40,371	59,200	26,000
01.170.572.5736	Pool Utilities	-	37,100	42,400
01.170.572.5737	Mound House Grounds Maintenance	10,723	-	-
01.170.572.5738	BORC - Community Marketing	7,504	7,825	8,215
01.170.572.5739	BORC - Operations	-	54,516	29,670
01.170.572.5740	BORC - Special Events	-	4,000	12,120
01.170.572.5843	Pool Horticultural & Solid Waste	-	2,000	2,000
01.170.572.5849	Pool Sales Tax	-	-	-
01.170.572.5950	Bay Oaks Transition	1,715	-	-
01.171.572.5120	Salaries - Pool	1,662	115,760	152,925
01.171.572.5210	Social Security - Pool	127	8,856	11,699
01.171.572.5220	Retirement - Pool	-	3,276	6,138
01.171.572.5238	Life, Health & Disability - Pool	-	8,688	20,388
	Capital Improvements	-	-	93,100
		<u>\$ 572,861</u>	<u>\$ 723,690</u>	<u>\$ 1,048,111</u>

**Expenditure Detail - Parks and Recreation**

Department Public Works  
 Division Parks and Recreation  
 Division # 170

#	Computation/Explanation	Amount
5120	BORC Salaries and wages	273,000
5140	BORC - Overtime	2,200
5210	BORC - Social Security	21,053
5220	BORC - Pension	18,259
5238	BORC - Life Health and Disability	60,889
	Marketing	
	Promotional Merchandise	2,450
	Signage	2,100
	Flyers	1,000
	Brochures	6,250
	Advertising	5,000
	Bi-Annual Calendar mailing (spring and fall)	3,000
	Misc./Customer Survey mailings	4,000
	Websites (BORC and Pool)	5,000
		<hr/>
		28,800
5346	Repairs and Maintenance	
	Field Maintenance	12,000
	Plumbing & Electrical repairs (gym & fields)	5,000
	Fire System	500
	A/C repairs and maint	4,000
	Equipment maint and repairs	5,000
	Irrigation maint and repairs	4,000
	gym floor	10,000
	contingency	1,500
		<hr/>
		42,000
5380	Teen programs	
	Monthly BBQ	650
	Lock-ins	500
	Furniture	500
	Electronics and Video games	2,000
	Trips	
	<i>Bush Gardens/Halloween</i>	2,500
	<i>Spring Break/Summer Break</i>	4,000
	<i>Weekend trips</i>	2,500
	Equipment and Supplies	1,400
		<hr/>
		14,050

**Expenditure Detail - Parks and Recreation**

Department Public Works  
 Division Parks and Recreation  
 Division # 170

#	Computation/Explanation	Amount
5381	Youth Programs Club Rec Homework supplies 250 Sports Equipment 500 Craft Supplies 500 Paper Products 300 Fun Days 1,250 Summer Camp Trips and Activities 3,000 Incidentals, supplies and crafts 2,150	7,950
5382	Athletics Youth and Team Sports Leagues Flag Football 1,800 Cheerleading 250 Basketball League 3,500 Other Sports Leagues Softball 2,500 Adult Basketball 2,400 Tennis Tournament 500 One-pitch softball leagues 2,500 Instructed programs - 80% of fees paid to instructor 4,840	18,290
5383	Senior Programs Day Trips Theatre - tickets and fuel 12,000 Spring Training Baseball 2,000 Other - Museums, Biking Baseball, Kayaking, Tickets, Fuel 4,500 Overnight/Out-of-Town Trips Admissions, vehicles, fuel accommodations 6,000 Food Supplies 5,000 Snacks for bridge, activities days, chicken for pot luck Thanksgiving dinner, New Year's Eve dinner, July 4th Recreation Equipment Round tables, Beach wheelchair, bicycle trailer 4,100 Office supplies and postage 1,750 Transportation 2,500	37,850
5400	Training, Meals & Travel Staff Certifications & training 7,500 Fl Rec and Parks Annual Conference 1,525	9,025

**Expenditure Detail - Parks and Recreation**

Department Public Works  
 Division Parks and Recreation  
 Division # 170

#	Computation/Explanation	Amount
5433	Utility Service	
	Water	10,800
	Phone	1,800
	Cellular	4,200
	Electric	43,800
	Cable and Internet	2,340
		62,940
5540	Dues and Memberships	
	Fl. Rec and Parks Aslsoc Membership	350
	FMB Chamber of Commerce	400
		750
2731	Operations and supplies	
	General supplies	5,000
	Employee uniforms - 5 per employee	1,350
	First Aid/Safety/AED	500
	Membership computer system/maint. & supplies	6,300
	Background checks (staff and volunteers)	1,200
	Office and cleaning supplies	3,000
	Copier Rental	1,320
	Vending merchandise	1,500
	Donor recognition	9,500
		29,670
5733	Pool Operations	
	Uniforms	1,800
	Employment Advertising	200
	Equipment	6,000
	Medical/Rescue/Safety Supply	2,500
	Operating Supply (general)	5,000
	Chemicals	20,000
	Office Supplies	600
	Slide inspections & permits	1,300
	Pool deck furnitruer	6,000
	Janitorial Supplies	2,000
Pest Control	1,000	
		46,400
5375	Pool Maintenance	
	Slide reseal and paint	4,000
	play structure painting and maintenace	2,000
	Repairs and maintenance supplies	10,000
	Repairs and replacement	10,000
	<i>play structure repairs</i>	
	<i>slide repairs</i>	
	<i>pool pump replacement</i>	
<i>pool vacuum replacement</i>		
<i>leak detection and repair</i>		
		26,000

**Expenditure Detail - Parks and Recreation**

Department Public Works  
 Division Parks and Recreation  
 Division # 170

#	Computation/Explanation	Amount
5736	Pool Utilities Water 10,000 Phone 1,200 Cellular 1,200 Electric 30,000	42,400
5738	Community Marketing Farmer's Market Advertising 6,100 Utilities 110 Sanitation 1,000 Street Performers Background checks 825 ID Cards 180	8,215
5740	Bay Oaks Special Events Borc Bash 2,300 Fright Night 4,900 Holiday Party 1,300 Valentine's Dance 550 Arts and Crafts Show 700 Event Supplies 1,870 Misc. 500	12,120
5843	Pool Horticultural 2,000	2,000
5120	Pool Salaries 152,925	152,925
5210	Pool Social Security 11,699	11,699
5220	Pool Retirement 6,138	6,138
5238	Pool Life, Health and Disability 20,388	20,388
	Capital Improvements <i>Weight room and instructor equipment</i> Wireless headset microphone 600 Aerobic mats 1,500 dumbbells 500 universal machine 5,000 exercise bike 1,500 gym divider 10,000 pool heaters/metal structure 14,000 Awning replacment and Repair 10,000 Light poles 50,000	93,100

## Expenditure Summary – Maintenance

Fund: General 01  
 Department: Public Works  
 Division: Maintenance  
 Division #: 180

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ 380,133	\$ 397,704	\$ 192,866	\$ 425,496
Materials, Supplies & Services	66,683	146,200	20,801	154,100
Operating Budget	446,815	543,904	213,667	579,596
Capital Outlay	-	42,900	-	86,000
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 446,815</b>	<b>\$ 586,804</b>	<b>\$ 213,667</b>	<b>\$ 665,596</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Street Superintendent	1.0	-
Crew Leader	2.0	-
Foreman	-	1.0
Maintenance support worker	1.0	1.0
Maintenance workers	8.0	6.0
Custodial Worker (2/3 Maint & 1/3 Bay Oaks)	-	0.7
	<u>12.0</u>	<u>8.7</u>

### Department Description, Goals and Objectives

This section is responsible for the maintenance of streets, sidewalks, bridges, traffic lights and signs. The section monitors the condition of the Town's drainage system, streets, sidewalks and beach accesses. The maintenance section is also responsible for preventive maintenance for all town equipment and vehicles; improving safety awareness among employees; continuing street resurfacing, maintenance and construction projects as required and authorized.

Public Works - Maintenance				
		Actual 2009	Budget 2010	Budget 2011
01.180.541.5120	Salaries	\$ 254,525	\$ 247,453	\$ 245,384
01.180.541.5140	Overtime	2,517	-	35,525
01.180.541.5210	Social Security	19,154	18,930	21,490
01.180.541.5220	Retirement	22,361	24,745	28,091
01.180.541.5220	Life, Health & Disability	81,576	78,576	93,706
01.180.541.5239	Personnel, Health and Safety	-	15,000	15,000
01.180.541.5400	Travel/Training/Meals	154	1,000	1,300
01.180.541.5410	Telephone and Communications	3,032	4,700	4,700
01.180.541.5452	Fuel	13,580	30,000	30,000
01.180.541.5453	Equipment Maintenance	29,272	10,000	10,000
01.180.541.5454	Vehicle Maintenance	-	25,000	25,000
01.180.541.5464	New vehicles	-	66,500	86,000
01.180.541.5511	Emergency Operations	17,433	-	4,500
01.180.541.5515	Trailer Repair and Maintenance	160	-	-
01.180.541.5552	Uniforms	-	12,000	12,000
01.180.541.5843	Solid & Horticultural Waste	3,051	10,000	10,000
01.180.581.9113	Solid Waste Transfer Station	-	42,900	42,900
		<u>\$ 446,815</u>	<u>\$ 586,804</u>	<u>\$ 665,596</u>



## Expenditure Summary - Times Square

Fund: General 01  
 Department: Public Works  
 Division: Times Square  
 Division #: 185

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	-	70,900	45,143	91,500
Operating Budget	-	70,900	45,143	91,500
Capital Outlay	-	-	-	185,000
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ -</b>	<b>\$ 70,900</b>	<b>\$ 45,143</b>	<b>\$ 276,500</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
	\$ -	\$ -
	\$ -	\$ -

### Department Description, Goals and Objectives

The Times Square Division is responsible for all maintenance and repair costs associated with the upkeep of this vital pedestrian mall. Daily activities include garbage collection, sweeping and grounds maintenance. Monthly activities include landscaping and tree pruning. Quarterly activities include sidewalk and surface hot water high pressure cleaning. The pavers in the square and the sidewalks outside the square are painted on an annual basis. NOTE: In past years, Time Square has been reported in a separate fund. The programs activities are a function of the Public Works Department. Accordingly, this program has been transferred to the General Fund. The overall goals and objectives are to insure that the Times Square area is a safe, attractive area for Town residents and visitors.

Public Works - Times Square			
		Actual 2009	Budget 2010
01.185.534.5843	Solid Waste	\$ -	\$ 35,000
01.185.534.5846	Maintenance and utilities	-	35,000
01.185.534.5849	Sales Tax (pass through)	-	900
01.185.534.5852	Other Expense	-	500
01.185.534.5864	Capital - Paver Replacement	-	185,000
		<b>\$ -</b>	<b>\$ 70,900</b>

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**Expenditure Detail - Times Square**

Department Public Works  
Division Times Square  
Division # 185

#	Computation/Explanation	Amount
5843	Solid Waste	40,000
5846	Maintenance	50,000
5849	Sales Tax (pass through)	1,000
5852	Other Expense	500
5864	Capital - paver replacement	185,000
	Total Budget	\$ 276,500

## Expenditure Summary – Maritime

Fund: General 01  
 Department: Public Works  
 Division: Maritime  
 Division #: 190

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ 44,075	\$ 46,459	\$ 22,322	\$ 47,519
Materials, Supplies & Services	230,681	141,550	66,128	169,842
Operating Budget	274,756	188,009	88,450	217,361
Capital Outlay	-	-	-	21,000
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 274,756</b>	<b>\$ 188,009</b>	<b>\$ 88,450</b>	<b>\$ 238,361</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Maintenance worker	1	1
	<u>1</u>	<u>1</u>

### Department Description, Goals and Objectives

The maritime section provides contract oversight and management for the waterside law enforcement activities in cooperation with Lee County Sheriff's Office and the upland services provider for the Matanzas Harbor Mooring Field. Town maintenance staff provide pump-out services and upkeep and maintenance of the Mooring Field facilities and oversees all dredging activities. The goal of the maritime section is to provide exceptional customer service and safety to users of the Mooring Field.

Public Works - Maritime				
		Actual 2009	Budget 2010	Budget 2011
01.190.543.5120	Salaries	\$ 29,434	\$ 31,200	\$ 31,200
01.190.543.5210	Social Security	2,134	2,387	2,387
01.190.543.5220	Retirement	2,664	3,120	3,120
01.190.543.5238	Life, Health and Disability	9,843	9,752	10,362
01.190.543.5346	Mooring Field Maintenance & Repair	-	17,000	27,742
01.190.543.5410	Telephone and communications	479	450	450
01.190.543.5457	Channel maintenance and repair	-	3,000	3,000
01.190.513.5533	Bank charges	2,448	-	-
01.190.543.5542	MLE Enforcement (Wages and other)	44,440	47,500	47,500
01.190.543.5543	MLE Enforcement (Fuel)	10,705	11,600	11,600
01.190.543.5544	Abandoned vessel removal	4,659	-	5,000
01.190.543.5545	Mooring Field Upland Services Mgmt	55,762	62,000	75,000
01.190.543.5564	Capital - Boat/Mooring System	112,188	-	21,000
		<u>\$ 274,756</u>	<u>\$ 188,009</u>	<u>\$ 238,361</u>

**Expenditure Detail – Maritime**

Department Public Works  
 Division Maritime  
 Division # 190

#	Computation/Explanation	Amount
5120	Salaries Maintenance Worker	31,200
		31,200
5210	Social Security (7.65% of full and part-time wages)	2,387
5220	Retirement 10% annual contribution per employee	3,120
5238	Life, Health & Disability Insurance	10,362
5346	Repairs and Maintenance	27,742
5410	Communications Cell phone @ \$35 per mo; insurance	450
5457	Channel repair and maintenance	3,000
5542	MLE Enforcement (wages)	47,500
5543	MLE Enforcement (fuel)	11,600
5544	Abandoned Vessel Removal	5,000
5545	Mooring Field Upland Services Management Matanzas contract and insurance	75,000
5564	Capital - Boat replacement Mooring System	21,000
	Total Budget	\$ 238,361

## Expenditure Summary – Parking

Fund: General 01  
 Department: Public Works  
 Division: Parking  
 Division #: 200

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	299,645	309,188	124,834	299,601
Operating Budget	299,645	309,188	124,834	299,601
Capital Outlay	6,155	12,000	501	37,000
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 305,800</b>	<b>\$ 321,188</b>	<b>\$ 125,335</b>	<b>\$ 336,601</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
	0	0

### Department Description, Goals and Objectives

The Parking Division provides contract oversight and management to the parking services provider. This includes Town parking lots and beach patrol. The parking division strives to insure safe and efficient operation of all Town owned parking facilities.

Public Works - Parking				
		Actual 2009	Budget 2010	Budget 2011
01.200.549.5491	Contracted Services	\$ 299,645	\$ 309,188	\$ 299,601
01.200.549.5564	Capital-parking meters	6,155	12,000	37,000
		\$ 305,800	\$ 321,188	\$ 336,601

**Expenditure Detail - Parking**

Department Public Works  
 Division Parking  
 Division # 200

#	Computation/Explanation	Amount
5491	Parking administration Contract 299,601	299,601
5564	Parking meters Repair and maintenance 12,000	12,000
5564	Pay Station Replacement (change from solar to power) 25,000	25,000
Total Budget		\$ 336,601

## Expenditure Detail - Community Development Administration

Fund: General 01  
 Department: Community Development  
 Division: Administration  
 Division #: 230

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ 427,037	\$ 388,110	\$ 179,387	\$ 405,662
Materials, Supplies & Services	103,110	49,870	12,199	62,000
Operating Budget	530,147	437,980	191,586	467,662
Capital Outlay	-	2,500	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 530,147</b>	<b>\$ 440,480</b>	<b>\$ 191,586</b>	<b>\$ 467,662</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Director	1	1
Floodplan Development Coordinator	1	1
Administrative Assistant	1	1
Planning Technician	2	1
Environmental Science Coordinator	1	1
Coordinator (Upgrade of 1 planning technicia	0	1
	<u>6</u>	<u>6</u>

### Department Description, Goals and Objectives

The Community Development Department administers and enforces zoning and land development regulations, building regulations, coastal and flood regulations, and local environmental standards, to encourage and promote, in accordance with present and future needs, the safety, health, order, convenience, prosperity and general welfare of the citizens of the Town. Also to recognize and promote real property rights. The Department provides staff support to the Town Council, Local Planning Agency and Historic Preservation Board regarding land development regulations matters and other matters as assigned. Activity goals for the department include: promote health, safety and welfare to the community; provide information and assistance to the residents, builders and business owners; and process all appeals, variances, rezoning, amendments and comprehensive land use matters

Community Development - Administration			
	Actual 2009	Budget 2010	Budget 2011
01.230.515.5120	\$ 296,367	\$ 269,129	\$ 285,129
01.230.515.5210	22,661	20,588	21,812
01.230.515.5220	27,233	26,913	28,513
01.230.515.5238	74,782	66,480	70,208
01.230.515.5374	11,649	12,500	12,500
01.230.515.5400	3,798	3,000	5,000
01.230.515.5410	88	2,020	-
01.230.515.5455	18,436	15,000	40,000
01.230.515.5464	1,159	2,500	2,500
01.230.515.5535	51,924	-	-
01.230.515.5540	2,196	2,000	2,000
01.230.515.5547	-	350	-
01.230.515.5633	19,834	20,000	-
01.230.515.5943	20	-	-
	<u>\$ 530,147</u>	<u>\$ 440,480</u>	<u>\$ 467,662</u>

## Expenditure Detail - Community Development Administration

Department Community Development  
 Division Administration  
 Division # 230

#	Computation/Explanation	Amount
5120	Salaries	
	Community Development Director	70,271
	Floodplain Development Coordinator	44,159
	Administrative Assistant	39,497
	Planning Technician	35,202
	Environmental Science Coordinator	50,000
	Coordinator (upgrade technician position)	46,000
		285,129
5210	FICA Taxes (7.65% for full and part-time wages)	21,812
5220	Retirement - 10% contribution per employee	28,513
5238	Life, Health & Disability Insurance	70,208
5374	Neighborhood Landscaping	12,500
5400	Travel/Training/Meals	
	APA, ASFPM, Conferences, FAPA, FACE Training	5,000
		5,000
5453	Equipment	
	Computer software & upgrades	2,500
5455	Professional Services	40,000
5540	Memberships and Dues	
	APA, ASFPM memberships	2,000
		2,000
	Total Budget	\$ 467,662

## Expenditure Summary - Building and Safety

Fund: General 01  
 Department: Community Development  
 Division: Building and Safety  
 Division #: 235

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ 84,363	\$ 86,460	\$ 40,908	\$ 86,256
Materials, Supplies & Services	334,282	311,964	231,287	311,964
Operating Budget	418,645	398,424	272,195	398,220
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 418,645</b>	<b>\$ 398,424</b>	<b>\$ 272,195</b>	<b>\$ 398,220</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Building Safety Services Coordinator	1	1
	1	1

### Department Description, Goals and Objectives

The Building and Safety Division is dedicated to public safety in the built environment through professional code administration, plan review, inspections and effective provision of quality building safety service. Goals and objectives include enforcing the provisions of the Town's building and zoning codes; process applications and permits in a timely manner; provide information to various boards, Town Council and Town Manager and coordinate activities relating to the Town's inter-local agreement with Lee County.

Community Development - Building and Safety			
	Actual 2009	Budget 2010	Budget 2011
01.235.515.5120	\$ 58,446	\$ 58,400	\$ 58,400
01.235.515.5210	4,471	4,468	4,468
01.235.515.5220	5,198	5,840	5,840
01.235.515.5238	16,248	16,437	17,233
01.235.515.5400	118	1,000	-
01.235.515.5410	633	420	420
01.235.515.5453	-	-	-
01.235.515.5535	333,216	311,544	311,544
01.235.515.5540	315	315	315
	<b>\$ 418,645</b>	<b>\$ 398,424</b>	<b>\$ 398,220</b>

**Expenditure Detail - Building and Safety**

Department Community Development  
 Division Building and Safety  
 Division # 235

#	Computation/Explanation	Amount
5120	Salaries Building Safety Services Coordinator	58,400
		58,400
5210	Social Security (7.65% of full and part-time wages)	4,468
5220	Retirement - 10% annual contribution per employee	5,840
5238	Life, Health & Disability Insurance	17,233
5410	Communications Cell phone @ \$35 per month for 1 employee	420
5532	Contracted Services/Inter-local @ \$25,962 per mo County Building Code and Development review	311,544
5540	Dues/Memberships - ICC membership	315
	Total Budget	\$ 398,220

## Expenditure Summary - Code Compliance

Fund: General 01  
 Department: Community Development  
 Division: Code Compliance  
 Division #: 236

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ 92,639	\$ 126,905	\$ 29,059	\$ 176,552
Materials, Supplies & Services	13,382	19,840	6,865	21,010
Operating Budget	106,021	146,745	35,924	197,562
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 106,021</b>	<b>\$ 146,745</b>	<b>\$ 35,924</b>	<b>\$ 197,562</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Code Enforcement Officer (1 new position)	2	3
	<u>2</u>	<u>3</u>

### Department Description, Goals and Objectives

The Code Compliance Division is dedicated to enhancing the quality of life for residents by promoting, maintaining and improving a safe and desirable environment to live, work and play. The division stresses effective education and positive efforts to gain compliance with the Land Development Code and all other Town codes and ordinances. The goal of the division is to significantly reduce the number of ordinance violations within the Town.

Community Development - Code Compliance				
		Actual 2009	Budget 2010	Budget 2011
01.236.515.5120	Salaries	\$ 62,217	\$ 88,686	\$ 120,255
01.236.515.5210	Social Security	4,686	6,784	9,200
01.236.515.5220	Retirement	5,396	8,867	12,026
01.236.515.5238	Life, Health & Disability	20,340	20,568	34,071
01.236.515.5400	Travel/Training/Meals	-	1,500	1,000
01.236.515.5410	Telephone and communications	783	840	1,260
01.236.515.5453	Equipment/Maintenance	-	2,000	2,000
01.236.515.5540	Membership and Dues	-	500	750
01.236.515.5631	Special Master/Outside Attorney	12,599	17,000	17,000
		<u>\$ 106,021</u>	<u>\$ 146,745</u>	<u>\$ 197,562</u>

**Expenditure Detail - Code Compliance**

Department Community Development  
 Division Code Compliance  
 Division # 236

#	Computation/Explanation	Amount
5120	Salaries	
	Code Enforcement Officer	40,085
	Code Enforcement Officer	40,085
	Code Enforcement Officer (new)	40,085
		120,255
5210	FICA Taxes (7.65% for full and part-time wages)	9,200
5220	Retirement - 10% annual contribution per employee	12,026
5238	Life, Health & Disability Insurance	34,071
5400	Travel/Training/Meals	
	FACE training and exam fees & conference	1,000
5410	Communications	
	Cell phone @ \$35.00 per month for 3 employees	1,260
5453	Equipment	
	Technological upgrades, signs, stakes	2,000
5540	Memberships and Dues	
	Professional organization memberships FACE	750
5631	Special Master/Outside Attorney	17,000
	Total Budget	\$ 197,562

## Expenditure Summary - LPA – Local Planning Agency

Fund: General 01  
 Department: Community Development  
 Division: LPA  
 Division #: 270

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	76,602	61,195	9,291	36,895
Operating Budget	76,602	61,195	9,291	36,895
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 76,602</b>	<b>\$ 61,195</b>	<b>\$ 9,291</b>	<b>\$ 36,895</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
	-	-
	-	-

### Department Description, Goals and Objectives

The goal of the LPA (Local Planning Agency) is to enhance the quality of life and the design of the community, foster innovative planning and promoting sustainable development through exercising commitment to public service, fairness, respect, trust and environmental stewardship. Members of the LPA are appointed by the Town Council and meet monthly.

Community Development - LPA (Local Planning Agency)				
		Actual 2009	Budget 2010	Budget 2011
01.270.515.5643	LPA Land Code Changes	\$ 500	\$ 4,600	\$ -
01.270.515.5651	LPA Planning Consultant	33,334	15,500	-
01.270.515.5652	LPA Minutes	4,238	2,900	2,900
01.270.515.5653	LPA Legal	36,394	30,595	30,595
01.270.515.5654	LPA Printing and binding	-	2,000	-
01.270.515.5655	LPA Legal Advertisements	-	2,000	-
01.270.515.5656	LPA Office Supplies	-	200	-
01.270.515.5657	LPA Miscellaneous	1,386	1,000	1,000
01.270.515.5658	LPA Training	-	2,400	2,400
01.270.515.5791	Historical Preservation	750	-	-
		<b>\$ 76,602</b>	<b>\$ 61,195</b>	<b>\$ 36,895</b>

**Expenditure Detail - LPA – Local Planning Agency**

Department Community Development  
 Division Local Planning Agency  
 Division # 270

#	Computation/Explanation	Amount
5652	LPA meeting minutes 2,900	2,900
5653	LPA Legal Local planning agency attorney 30,595	30,595
5657	LPA Miscellaneous 1,000	1,000
5791	LPA Training 2,400	2,400
Total Budget		\$ 36,895

## Expenditure Summary - Cultural Resources – Mound House

Fund: General 01  
 Department: Cultural Resources  
 Division: Mound House  
 Division #: 280

Expenditure Category	Actual Expenditures	Budget	Expenditures	Preliminary Budget
	FY 09	FY 10	YTD 03/30/10	FY 11
Personnel Costs	\$ 140,650	\$ 143,866	\$ 68,261	\$ 145,814
Materials, Supplies & Services	12,541	26,850	14,128	44,055
Operating Budget	153,191	170,716	82,389	189,869
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 153,191</b>	<b>\$ 170,716</b>	<b>\$ 82,389</b>	<b>\$ 189,869</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Director	1	1
Administrative Assistant	1	1
	<u>2</u>	<u>2</u>

### Department Description, Goals and Objectives

The mission of the Cultural Resources Department is to enrich the quality of life for residents and visitors to Ft. Myers Beach by increasing public awareness of Florida's past and offering unique opportunities for individuals to engage in active research, educational programs and recreation. The Mound House is a cultural and environmental learning center focused on past and present inhabitants of south Florida, including the Calusa Indians and the unique estuarine environment upon which they depended. Currently under restoration, the facility will offer restored grounds, a small museum within the historic William H. Case house, and an underground exhibit within the 2,000 year old shell mound.

Cultural Resources - Mound House				
		Actual 2009	Budget 2010	Budget 2011
01.280.573.5120	Salaries	\$ 99,948	\$ 98,543	\$ 98,543
01.280.573.5131	Interns	1,734	2,200	3,000
01.280.573.5210	Social Security	7,646	7,539	7,539
01.280.573.5220	Retirement	8,917	9,854	9,854
01.280.573.5238	Life, Health & Disability	22,405	25,730	26,878
01.280.573.5332	Postage	308	1,000	1,000
01.280.573.5340	Cleaning and alarm	4,526	3,250	4,500
01.280.573.5346	Repairs and maintenance supplies	1,176	2,000	2,000
01.280.573.5347	Newsletters and brochures	-	1,000	2,000
01.280.573.5350	Emergency supplies	-	1,000	1,000
01.280.573.5364	Equipment	186	500	1,000
01.280.573.5400	Travel/Training/Meals	1,073	1,000	1,500
01.280.573.5410	Telephone and communications	3,227	2,500	2,500
01.280.573.5420	Books and periodicals	20	100	100
01.280.573.5431	Utility service	4,048	3,000	4,000

**Expenditure Summary - Cultural Resources – Mound House (continued)**

Cultural Resources - Mound House (continued)				
01.280.573.5442	Storage	935	1,000	1,000
01.280.573.5447	Printing and binding	-	1,000	1,000
01.280.573.5453	Equipment maintenance	369	500	750
01.280.573.5510	Office supplies	845	1,000	1,000
01.280.573.5540	Membership and dues	372	500	700
01.280.573.5742	Maintenance and lawn care	33	-	2,000
01.280.573.5743	Pest Control - outdoor	1,231	-	-
01.280.573.5744	Pest Control - indoor	195	400	500
01.280.573.5751	Drinking water	301	100	400
01.280.573.5781	Events	11,141	4,000	5,000
01.280.573.5820	Educational supplies	349	1,000	3,000
01.280.573.5830	Mound House landscape restoration	-	-	-
new	Tuition reimbursement	-	-	1,805
new	Inventory	-	-	5,000
new	Sales Tax (pass through)	-	-	300
01.280.573.5950	Miscellaneous	4,966	2,000	2,000
01.280.573.9113	Transfer to Capital Projects	(22,760)	-	-
		<u>\$ 153,191</u>	<u>\$ 170,716</u>	<u>\$ 189,869</u>

**Expenditure Detail - Cultural Resources – Mound House**

**Expense Detail Worksheet**

Department Cultural Resources  
 Division Mound House  
 Division # 280

#	Computation/Explanation	Amount
5120	Salaries	
	Cultural Resources Director	66,693
	Administrative Assistant	31,850
		<u>98,543</u>
5131	Interns	3,000
5210	Social Security (7.65% of full and part-time wages)	7,539
5220	Retirement - 10% annual contribution per employee	9,854
5238	Life, Health & Disability Insurance	26,878
5332	Postage	1,000
5340	Cleaning Services	4,500
5346	Repairs and Maintenance; Supplies	2,000
5347	Advertising and Marketing	2,000
5350	Emergency Supplies	1,000
5364	Office Equipment	1,000
5400	Training/Travel/Meals - local travel, school & public lectures	1,500
5410	Communications - DSL, fax line; landline and cell phone	2,500
5420	Books and periodicals	100
5431	Utilities (electric, water & sewer)	4,000

**Expenditure Detail - Cultural Resources – Mound House (continued)**

**Expense Detail Worksheet (continued)**

Department Cultural Resources  
 Division Mound House  
 Division # 280

#	Computation/Explanation		Amount
5442	Storage	1,000	1,000
5447	Printing and binding	1,000	1,000
5453	Equipment maintenance	750	750
5510	Office supplies	1,000	1,000
5540	Memberships and Dues	700	700
5742	Maintenance and lawn care	2,000	2,000
5744	Indoor pest control	500	500
5751	Drinking water	400	400
5781	Events	5,000	5,000
5820	Educational supplies	3,000	3,000
	Tuition reimbursement	1,805	1,805
	Inventory for resale	5,000	5,000
	Sales Tax (pass through)	300	300
5950	Miscellaneous	2,000	2,000
	Total Budget		\$ 189,869

## Expenditure Summary - Newton Park

Fund: General 01  
 Department: Cultural Resources  
 Division: Newton Park  
 Division #: 290

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	18,888	12,700	1,308	22,000
Operating Budget	18,888	12,700	1,308	22,000
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 18,888</b>	<b>\$ 12,700</b>	<b>\$ 1,308</b>	<b>\$ 22,000</b>

### PERSONAL SERVICES DETAIL

#### Classification

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### Department Description, Goals and Objectives

The mission of the Cultural Resources Department is to enrich the quality of life for residents and visitors to Ft. Myers Beach by increasing public awareness of Florida's past and offering unique opportunities for individuals to engage in active research, educational programs and recreation. Newton Park will serve as a community gathering space; the goal of the Town with this property is to offer active and passive recreation opportunities on the beachfront.

Cultural Resources - Newton Park				
		Actual 2009	Budget 2010	Budget 2011
01.290.573.5332	Postage	25	250	250
01.290.573.5340	Cleaning and alarm	-	3,000	3,000
01.290.573.5346	Repairs and maintenance supplies	2,483	2,000	2,000
01.290.573.5347	Advertising and marketing	229	500	1,500
01.290.573.5350	Emergency supplies	-	1,000	1,000
01.290.573.5400	Travel/Training/Meals	602	-	-
01.290.573.5410	Telephone and communications	-	1,600	3,120
01.290.573.5431	Utility service	757	1,000	3,700
01.290.573.5447	Printing and binding	-	1,000	1,000
01.290.573.5744	Pest Control - indoor	-	250	250
01.290.573.5751	Drinking water	-	100	-
01.290.573.5781	Events	-	2,000	2,000
new	Merchandise for resale	-	-	3,000
new	Sales Tax (pass through)	-	-	180
01.290.573.5788	Seven Seas and park improvement	14,310	-	-
01.290.573.5950	Miscellaneous	482	-	1,000
		<b>\$ 18,888</b>	<b>\$ 12,700</b>	<b>\$ 22,000</b>

**Expenditure Detail - Newton Park**

**Expense Detail Worksheet**

Department Cultural Resources  
 Division Newton Park  
 Division # 290

#	Computation/Explanation	Amount
5332	Postage	250
5340	Cleaning and alarm	3,000
5346	Repairs and maintenance; supplies	2,000
5347	Advertising and Marketing - newsletter	1,500
5350	Emergency supplies	1,000
5410	Communications - DSL, fax line, telephone & cell phone	3,120
5431	Utilities (electric, water and sewer)	3,700
5447	Printing and Binding	1,000
5744	Pest control - indoor	250
5781	Events	2,000
	Merchandise for resale	3,000
	Sales Tax (pass through)	180
5950	Misc. other expense	1,000
	Total Budget	\$ 22,000

## Expenditure Summary - Cultural Resources – FPAN

Fund: General 01  
 Department: Cultural Resources  
 Division: FPAN  
 Division #: 295

Expenditure Category	Actual Expenditures FY 09	Budget FY 10	Expenditures YTD 03/30/10	Preliminary Budget FY 11
Personnel Costs	\$ 9,840	\$ 158,324	\$ 45,531	\$ 155,054
Materials, Supplies & Services	27,124	25,026	11,614	28,296
Operating Budget	36,964	183,350	57,145	183,350
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
<b>Total Budget</b>	<b>\$ 36,964</b>	<b>\$ 183,350</b>	<b>\$ 57,145</b>	<b>\$ 183,350</b>

### PERSONAL SERVICES DETAIL

Classification	Current	Budget
Director/Public Archaeologist	1.0	1.0
Outreach Coordinator	1.0	1.0
Administrative Assistant (part time)	0.5	0.5
	<u>2.5</u>	<u>2.5</u>

### Department Description, Goals and Objectives

The mission of the Cultural Resources Department is to enrich the quality of life for residents and visitors to Ft. Myers Beach by increasing public awareness of Florida's past and offering unique opportunities for individuals to engage in active research, educational programs and recreation. The SW Florida Regional Center of the Florida Public Archaeology Network (FPAN) operates at the Mound House providing visible public outreach programs in Glades, Hendry, Charlotte, Lee and Collier Counties. The goal of the program is to promote archaeological awareness and heritage tourism; assist local government in efforts to preserve and protect archaeological resources and assist the Division of Historical Resources in promotion of state programs including grants. NOTE: this program is completely funded by a grant from the Fl. Public Archaeology Network.

### Cultural Resources – FPAN (Florida Public Archaeology Network Grant Program)

	Actual 2009	Budget 2010	Budget 2011
01.295.573.5120 Salaries	\$ 7,685	\$ 106,925	\$ 108,468
01.295.573.5131 Interns	281	6,600	2,200
01.295.573.5210 Social Security	588	8,180	8,466
01.295.573.5220 Retirement	582	9,100	9,150
01.295.573.5238 Life, Health & Disability	704	20,969	26,770
01.295.573.5332 Postage	-	500	500
01.295.573.5347 Advertising and marketing	1,215	2,000	500
01.295.573.5400 Travel/Training/Meals	11,237	5,250	10,170
01.295.573.5410 Telephone and communications	1	1,296	200
01.295.573.5453 Equipment maintenance	384	500	500
01.295.573.5510 Office supplies	663	2,000	2,400
01.295.573.5540 Membership and dues	-	1,300	1,015
01.295.573.5820 Educational Supplies	4,421	1,500	2,280
01.295.573.5825 Curriculum Specialist	-	8,000	1,500
01.295.573.5950 Miscellaneous	166	500	500
01.295.573.5951 Portable Exhibits	7,403	-	-
01.295.573.9113 Transfer - Administrative cost	1,634	8,730	8,731
	<u>\$ 36,964</u>	<u>\$ 183,350</u>	<u>\$ 183,350</u>



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**Special Event Funding**

<b>SPONSER</b>	<b>EVENT</b>	<b>REQUESTED AMOUNT</b>
Fort Myers Beach Fireworks Team	New Years Eve Fireworks	12,500
Fort Myers Beach Fireworks Team	4 <sup>th</sup> of July Fireworks	18,000
Island Arts Foundation	Annual Seaside Soul Serenade	7,500
Fort Myers Beach Chamber of Commerce	1 <sup>st</sup> Annual FMB Sandsculpting Festival	8,000
Fort Myers Beach Chamber of Commerce	24 <sup>th</sup> Annual American Sandsculpting Competition	8,000
Fort Myers Civic Association	Town Birthday Party	2,500
Fort Myers Beach Art Association	FMB Art Association Student Scholarship Show	1,000

**TOTAL AMOUNT REQUESTED: \$ 57,500**