



*Town of Fort Myers Beach
Annual Budget
FY 2014*

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BUDGET OVERVIEW

A budget is a plan. It is the Town's blueprint for operations, capital acquisitions and projects not only for the current budget year, but future years as well. At first glance, the budget document may simply appear to be a list of numbers on paper used to limit spending. In reality, the budget is actually a dynamic operations guide which identifies programs, services and activities which the Town feels are important to provide in the upcoming year. The budget document is separated into sections according to fund. Each fund is organized by departments which are unique units with specific responsibilities. Within the department are divisions and sections. A summary page is provided for each department and division which explains the mission and a brief work plan. The summary also includes historical comparisons of expenditures.

The Town uses a traditional line item budget to account for each revenue source and to account for expenditures within each department. The expenditures are classified by type (salaries, supplies, equipment, etc.) and may be further broken down into more descriptive parts such as office supplies and operating supplies. Some departments have lines items that are unique to that department in order to provide a more detailed accounting of expenditures.

The *FY 2014 Operating and Capital Budget* for the Town of Fort Myers Beach, Florida is intended to serve four purposes:

Policy Document	The budget process is guided by the Town's charter and the comprehensive list of goals and objectives adopted by the Town Council. The budget process allows the policy makers an opportunity to review policies and goals that address long-term concerns and evaluate Town services.
Operations Guide	As an operations guide, the budget indicates how services will be delivered to the community. The Departmental Budgets section provides a description of the planned activities of each Department and Division.
Financial Plan	The budget is the Town's financial plan for the current fiscal year. The document details how much Town services will cost and how they will be paid for. The budget document is broken down by Fund and then by Department and Division. Line item budget descriptions are included.
Communication Device	The budget seeks to communicate summary information through the use of text, tables and graphs to a diverse audience. The budget document includes the Budget message, department budgets and a glossary of terms. During the budget process, the Town has prepared a comprehensive power point presentation that is broadcast on the local government channel during the budget discussions.

The purpose of this section is to assist all readers by explaining the way the document is structured, the schedule under which it is developed, and some of the basic policies which shape the final document. To that end, we have included a comprehensive glossary which will define some of the budgetary and financial language that is used in government budgets (*Glossary of Terms*). The Town's budget is prepared using Generally Accepted Accounting Principles (GAAP) for all funds.

FINANCIAL STRUCTURE

The budget covers the activities and expenditures for a given time period or fiscal year. The Town of Fort Myers Beach's fiscal year runs from October 1st through September 30th of the following year. This budget document is for Fiscal Year 2014 which begins on October 1st, 2013 and ends September 30th, 2014.

This document is organized by funds. A fund is an independent fiscal and accounting entity, with a self-balancing set of accounts. Funds maintain independent records of cash and/or other resources, together with all related liabilities, obligations, reserves and equities. The purpose of a fund is to carry out specific activities or attain certain objectives in accordance with special financial regulations, restrictions or limitations.

The Town's financial transactions and specific activities are budgeted and accounted for through the use of funds. A fund is a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. The Town's funds are arranged in accordance with the *Governmental Accounting Standards Board* and standards set by the *Government Finance Officers Association (GFOA)*.

GOVERNMENTAL FUND TYPES

General Fund is the major operating fund of the Town. It accounts for all financial resources except those required or designated to be accounted for in another fund. These resources include taxes, state and local shared revenues, license and permit fees, fines, charges for services, interest and investment earnings and other miscellaneous revenues. These revenues may be used for any purpose the Town may legally perform.

The expenditure of these resources provides various services to the community. These services are organized into departments including:

- Town Council
- Town Manager
- Town Clerk
- Finance
- Public Works
- Parks and Recreation
- Community Development

Special Revenue Funds are used to account for revenues derived from specific taxes, grants or other restricted governmental revenue sources that are restricted to expenditures for specified purposes.

Capital Project Funds are used to account for the receipt and disbursement of monies used for the acquisition of capital facilities other than those financed by special assessments and enterprise funds. Funding for capital projects is available from a variety of sources.

PRELIMINARY PROPERTY VALUES FROM LEE COUNTY



STATE OF FLORIDA
LEE COUNTY PROPERTY APPRAISER
KENNETH M. WILKINSON, C.F.A.



Mailing Address: P. O. Box 1546
Fort Myers, Florida 33902-1546
Physical Address: 2480 Thompson Street
Fort Myers, Florida 33901-3074
Telephone: (239) 533-6100 – Facsimile: (239) 533-6160
www.leepa.org

June 1, 2013

TOWN OF FORT MYERS BEACH FLORIDA 118
EVELYN WICKS
2523 ESTERO BLVD
FORT MYERS BEACH FL 33931

Dear Taxing Authority:

Pursuant to Florida Statutes 200.065 (7), the Property Appraiser shall provide each taxing authority within the County on June 1, an estimate of the total assessed value of non-exempt property for budget planning purposes. Please be reminded that this value is an estimate of the taxable value on the 2013 Tax Roll and the Property Appraiser's Office is currently in the process of analyzing all values to provide a Roll which is both equitable and at market value.

\$2,489,553,000

The DR-420, "Certification of Taxable Value" issued on July 1 by this office will include the appropriate taxable value for budget preparation and proposed millage rates.

Respectfully,

A handwritten signature in cursive script, appearing to read "K. M. Wilkinson".

Kenneth M. Wilkinson, CFA
Lee County Property Appraiser

1999 Belon Award - 1998 Republican Party of Florida "Local Government Statesman of the Year" Award
1997 IAAO Most Distinguished Assessment Jurisdiction Award - 1994 National Association of Counties Achievement Award
1989 IAAO Public Information Award

FORT MYERS BEACH HISTORICAL TAX RATES AND PROCEEDS

Taxable value, Millage Rates and Taxes levied since incorporation

Fiscal Year	Final Taxable Value*	Millage	Taxes Levied
1996	\$ 1,097,507,100	1.0604	\$ 1,163,797
1997	1,149,535,220	1.0961	1,260,006
1998	1,192,180,910	1.0961	1,306,749
1999	1,289,215,850	1.0961	1,413,109
2000	1,387,116,900	1.0961	1,520,419
2001	1,616,283,120	1.0400	1,680,934
2002	1,888,027,310	1.0400	1,963,548
2003	2,291,140,270	1.0000	2,291,140
2004	2,655,675,540	0.8500	2,257,324
2005	3,063,418,220	0.7498	2,296,951
2006	3,780,475,940	0.6096	2,304,578
2007	3,910,189,400	0.6053	2,366,838
2008	3,422,119,910	0.7093	2,427,310
2009	3,003,712,140	0.8187	2,459,139
2010	2,639,001,882	0.9144	2,413,102
2011	2,526,745,775	0.8144	2,057,782
2012	2,472,045,685	0.7687	1,900,262
2013	2,489,553,000	0.7687	1,913,719

Increase: 0.71%

\$	13,458
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SUMMARY OF FULL TIME EQUIVALENT EMPLOYEES FROM FY 2010 TO FY 2014

Town of Fort Myers Beach Changes in staffing levels - by Department

Department	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Town Manager	2.00	1.00	1.00	2.00	2.00	2.00
Town Clerk	2.00	3.00	3.00	3.00	3.00	3.00
Finance	2.00	2.00	2.00	2.00	2.00	2.00
Public Works	5.00	5.00	5.00	5.00	5.00	5.00
Harbor & Facilities-Maritime	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance	12.00	12.70	8.70	8.70	8.70	8.70
Parks and Recreation	-	8.10	16.50	16.50	16.50	15.50
Community Development	10.00	9.00	9.50	8.50	9.00	10.00
Cultural Resources	2.00	2.00	2.40	3.60	3.60	4.60
FPAN	3.00	2.50	2.50	-	-	-
Public Works Services	-	-	-	1.00	1.00	1.00
<i>Total full-time equivalents</i>	<i>39.00</i>	<i>46.30</i>	<i>51.60</i>	<i>51.30</i>	<i>51.80</i>	<i>52.80</i>

Changes from 2009 to 2010 - increasing from 39.00 to 46.30

Town Manager - transferred Executive Assistant position to Town Clerk - Contracts Manager
Maintenance - added .7 maintenance worker to be shared with Bay Oaks (in place of contracted services)
Community Development - deleted one planning technician position in 2010
FPAN - changed one full-time Administrative Assistant position to part-time
Add 8.1 parks and recreation employees.

Changes from 2010 to 2011 - increasing from 46.30 to 51.60

Maintenance-reorganized the Division & reduced staffing levels by 4 positions; 2 are to be paid with overtime (rather than full-time employees)
Parks and Recreation - increased from 8.1 to 16.50 (2009 employee headcount was calculated incorrectly but the budgeted \$\$ amount was correct)
Community Development - added 1 Code Enforcement Officer for 1/2 of year
Cultural Resources -changed 1 full-time position to several part-time positions

Changes from 2011 to 2012 - decreasing from 51.60 to 51.30

Town Manager - transfer Administrative Assistant from Comm. Dev to Town Manager
Cultural Resources - add one part-time custodian/maintenance for MH and Newton (in place of contracted services); increase some part-time hours
FPAN program - not budgeted: delete 2.5 full-time equivalent employees
Public Works Services, Inc. - add 1 accountant

Changes from 2012 to 2013 - increasing from 51.30 to 51.80

Community Development - delete 1/2 Code Enforcement Officer, add 1 Permitting Clerk

Changes from 2013 to 2014 - increasing from 51.80 to 52.80

Community Development - add 1 part-time scheduling clerk (Code Enforcement) & increase one Code Officer from part-time to full-time
Parks and Recreation - reassign 1 full-time manager position to Mound House (net effect -0-)

JOB TITLES AND PAY GRADES

<i>Title</i>	<i>Payrange</i>	<i>Status</i>	<i>Minimum effective 10/01/13</i>	<i>Maximum effective 10/01/13</i>
Town Manager	0	Exempt	Ungraded	Ungraded
Community Development Director	116	Exempt	73,110	113,320
Finance Director	115	Exempt	67,694	104,926
Public Works Director	115	Exempt	67,694	104,926
Town Clerk	115	Exempt	67,694	104,926
Parks and Recreation Director	115	Exempt	67,694	104,926
Deputy Public Works Director	113	Exempt	58,580	90,798
Special Projects Supervisor	110	Exempt	47,818	74,118
Building Safety Services Coordinator	110	Exempt	47,818	74,118
Recreation Manager	109	Exempt	44,690	69,270
Public Services Supervisor	108	Exempt	41,767	64,739
Environmental Science Coordinator	108	Exempt	41,767	64,739
Planning Coordinator	108	Exempt	41,767	64,739
Zoning Coordinator	108	Exempt	41,767	64,739
Contracts Manager	108	Exempt	41,767	64,739
Accountant	108	Exempt	41,767	64,739
Permitting Technician & Analyst	108	Exempt	41,767	64,739
Assistant to Town Mgr & Public Works Direct	107	Non-exempt	39,033	60,502
Finance Coordinator	107	Non-exempt	39,033	60,502
Permitting Clerk	107	Non-exempt	39,033	60,877
Code Enforcement Officer	106	Non-exempt	36,480	56,545
Maintenance Supervisor (Foreman)	105	Non-exempt	34,094	52,846
Aquatic Supervisor	105	Non-exempt	34,094	52,846
Program Coordinator - Athletics	105	Non-exempt	34,094	52,846
Program Coordinator - Recreation	105	Non-exempt	34,094	52,846
Program Coordinator - Teens & Special Event	105	Non-exempt	34,094	52,846
Program Coordinator - Youth Programs	105	Non-exempt	34,094	52,846
Planning & Zoning Technician	104	Non-exempt	31,874	49,387
Department Administrative Assistant	104	Non-exempt	31,874	49,387
Maintenance Crew Leader	104	Non-exempt	31,874	49,387
Front Desk Receptionist/Administrative Asst	103	Non-exempt	29,778	46,156
Head Lifeguard	103	Non-exempt	29,778	46,156
Lead Summer Camp Counselor	103	Non-exempt	29,778	46,156
Maintenance Support Coordinator	102	Non-exempt	27,831	43,138
Summer Camp Counselor	101	Non-exempt	26,010	40,316
Harbor & Facilities maintenance worker	101	Non-exempt	26,010	40,316
Lifeguard I	101	Non-exempt	26,010	40,316
Recreation aide	101	Non-exempt	26,010	40,316
Maintenance worker	100	Non-exempt	23,929	37,090
Bay Oaks maintenance worker	100	Non-exempt	23,929	37,090
Custodial maintenance worker	100	Non-exempt	23,929	37,090
<i>Recreation aide (minimum wage - hourly)</i>	<i>ungraded</i>	<i>Non-exempt</i>	<i>7.82</i>	<i>12.51</i>

FEE SCHEDULE

DEPARTMENT - FEE DESCRIPTION	FEE
TOWN CLERK	
Miscellaneous Duplications (8 1/2 x 11, 8 1/2 x 14, 11x17) - single sided	\$ 0.15
Miscellaneous Duplications (8 1/2 x 11, 8 1/2 x 14, 11x17) - double sided	\$ 0.20
Certification of Document - per document	\$ 1.00
Duplication of audio tapes - per tape	\$ 2.50
Duplication of DVD with case - per DVD	\$ 1.00
Duplication of CD-R with case	\$ 0.75
Documents/Duplication of CD-RW	\$ 1.30
Extensive services beyond 30 minutes	Hourly Rate
Code of Ordinances	Actual Cost to Town
Land Development Code	\$ 30.00
Comprehensive Plan	\$ 100.00

COMMUNITY DEVELOPMENT - ZONING	
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Administrative Actions	
Pre-Application meetings (1st one No Charge)	\$ 250.00
Administrative COP	\$ 1,000.00
Administrative Interpretation	\$ 600.00
Administrative Variance (setbacks)	\$ 750.00
Wireless Communication Facility	\$ 1,500.00
Zoning Verification Letter	\$ 250.00
Temporary Use	\$ 150.00
Sign (initial)	\$ 150.00
3rd and subsequent reviews	\$ 100.00
Accessory Apartment determination	\$ 1,000.00
Historic Preservation Grant processing	\$ 500.00
Joint-use parking lot approvals	\$ 600.00
Fire on the Beach	\$ 25.00
Outdoor display and sales	\$ 200.00
Short Term Rentals	\$ 100.00
Seasonal Parking Lots	\$ 200.00
PWVL	\$ 170.00
Vehicle Permit for Beach Access	\$ 100.00
Contractor Registration	\$ 50.00
Street Performer	\$ 100.00

Town Council	
Rehearing Request	\$ 500.00
New Hearing	\$ 500.00
Appeal	\$ 1,000.00

DCI / Planned Development (PD)	
PD Base Fee (up to one acre)	\$ 6,000.00
Per Additional acre	\$ 1,000.00
PD Administrative Amendment	\$ 3,000.00
PD Amendment (Public Hearing)	\$ 6,000.00
PD Amendment Minor (<1 acre total property area, Public Hearing)	\$ 5,000.00
MCP Extension	\$ 3,000.00
PD Reinstatement	\$ 4,000.00
Deviations (residential)	\$ 1,500.00
Deviations (non-residential)	\$ 2,000.00

FEE SCHEDULE (CONT'D)

Development of Regional Impact (DRI)

Abandonment	\$ 1,500.00
DRI/AMDA Base Fee	\$ 7,800.00
DRI/AMDA Increments Base Fee	\$ 6,500.00
DRI/Area Master Plan Base Fee	\$ 6,500.00
DRI/Florida Quality Development (FQD) Base Fee (in addition to DRI fees)	\$ 9,100.00
Notice of Proposed Change	\$ 4,000.00
DRI/PUD Ordinance Review	\$ 2,600.00
Substantial Deviation Determination/Changes	\$ 10,000.00
Time Extension (non-substantial deviation)	\$ 1,000.00
Development Agreement-Original Agreement	\$ 5,000.00
Advertising Costs - Additional	\$ -
Development Agreement-Amendment	\$ 2,500.00
Advertising Costs - Additional	\$ -

Local Planning Agency

Continuance (case scheduled and advertised)	\$ 250.00
Deferrals	\$ 50.00
Withdrawal	\$ 50.00

Historic District

Administrative Relief	\$ 500.00
Appeal to Hearing Examiner (LPA)	\$ 150.00

Occupations

Home Occupations	\$ 25.00
Use	\$ 100.00

Single-Family Minimum Use Determinations

Single-Family Minimum Use Determinations	\$ 200.00
Appeal	\$ 100.00

Public Hearing

Rezoning (conventional)	\$ 5,000.00
Special Exception	\$ 4,000.00
Variance (residential)	\$ 1,000.00
Additional Variance	\$ 700.00
Variance (non-residential)	\$ 2,000.00
Additional Variance	\$ 700.00
Application for land development code text amendment*	\$ 5,000.00
Per Added section	\$ 950.00
Comprehensive Plan FLUM amendment*	\$ 5,000.00
Per Added acre	\$ 1,200.00
Comprehensive Plan text amendment*	\$ 5,000.00
Per Added policy	\$ 1,900.00
Placement of Fill	\$ 200.00
With drainage plan	\$ 700.00
Creation of cooperative or condo units (2 units)	\$ 1,000.00
Per Additional Unit	\$ 200.00
Adjacent property owner notifications >50	\$ 1.50
Administrative / Advertising Fee	\$ 750.00
Vacations (ROW and/or Plat)	\$ 1,000.00

*Outside consultant fees associated with these cases will be passed through to the applicant at 103% of rate billed to the Town by consultant

FEE SCHEDULE (CONT'D)

PUBLIC WORKS	
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Mooring Field	
Daily Rate	\$ 15.00
Weekly Rate	\$ 90.79
Monthly Rate	\$ 260.00

Farmers Market - 10'x10' area	
Daily Rate (1 market)	\$ 20.00
Monthly Rate (4 markets)	\$ 64.00
Season Rate (26 markets)	\$ 264.00

Parking - all prices include 6% FL sales tax	
Annual Rate - Resident and FMB Property Owner	\$ 10.60
Mooring Field - Annual	\$ -
Mooring Field - Bi- Annual	\$ 18.55
Business Owner - Annual	\$ 37.10
Bags	\$ 6.00

Right of Way	
Business Extension	\$ 4.50

Special Events	
Special Events Application Fee	\$ 40.00
Electric	\$ 60.00
Road Closures	<i>Market Price to Rent MOT equipment</i>
Water	<i>Based and billed on actual consumption as metered</i>

Inspections	
Stormwater Review & Inspection	\$ 25.00
Re-Inspection	\$ 25.00
Driveway re-inspection	\$ 25.00

PARKS AND RECREATION	
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Bay Oaks Memberships

Bay Oaks Individual	
Annual Membership - Resident	\$ -
Annual Membership - Non-resident	\$ 35.00
Seasonal Membership - Resident	\$ -
Seasonal Membership - Non-resident	\$ 20.00
Adult Day Pass - Non-resident (13+ years)	\$ 4.00
Child Day Pass - Non-resident (under 12)	\$ 2.00

Bay Oaks Family	
Annual Membership - Resident	\$ -
Annual Membership - Non-resident	\$ 70.00
Seasonal Membership - Resident	\$ -
Seasonal Membership - Non-resident	\$ 40.00
Day Pass - Non-resident	\$ 8.00

BORC Rental	
Grounds (Dawn-2pm or 2pm-Dusk)	\$ 250.00
Building - Per Day	\$ 500.00
Building - per Day after 1st Day	\$ 400.00
Gym - 1/4 floor - Per Hour	\$ 20.00
Gym - 1/2 floor - Per Hour	\$ 40.00
Gym - full floor - Per Hour	\$ 75.00
Kitchen	\$ 100.00
Weight Room	(must pay for Equipment Inspection & Daily Rental Rate)

FEE SCHEDULE (CONT'D)

Teen Room (not to be rented)		n/a
Tennis Court - 2 hour rental	\$	20.00
Tennis Court - Dawn to Dusk	\$	100.00
Outdoor Basketball Court- 2 hour rental	\$	20.00
Outdoor Basketball Court - Dawn to Dusk	\$	100.00
Softball Field - 2 hour rental	\$	50.00
Softball Field - per day	\$	150.00
Softball Field - lined	\$	25.00
Softball Field - screen	\$	25.00
Little League - 2 hour rental	\$	50.00
Little League - per day	\$	150.00
Little League - lined	\$	25.00
Little League - screen	\$	25.00
Disc Golf - per day	\$	100.00
Disc Golf - per day after 1st day	\$	50.00
Stage	\$	150.00
Chairs - Inside use only - per day	\$	0.25
Chairs - Inside use only - all chairs (125) - per day	\$	25.00
Chairs - Inside use only - Deposit	\$	25.00
Tables - Inside use only - per day	\$	2.00
Tables - Inside use only - all tables (26) - per day	\$	40.00
Tables - Inside use only - Deposit	\$	45.00
Meeting Room - 2 hour rental	\$	25.00

BORC Programs

Sport Camps (3- 10 days) Football, Basketball, Baseball & Contractual - Member	\$	8.00
Sport Camps (3- 10 days) Football, Basketball, Baseball & Contractual - Non-Member	\$	10.00
Youth Sports - Soccer/Little League		No charge
Youth - Club Rec - during school year - per Week - Members	\$	-
Youth - Club Rec - during school year - per Semester - Members	\$	100.00
Youth - Club Rec - during school year - per Week - Non-Members (10% Discount for 3+ purchases)	\$	-
Youth - Club Rec - during school year - per Semester - Non-Members (10% Discount for 3+ purchases)	\$	135.00
Youth - Summer Camp (7-8 weeks) - Per Week - Members (10% Discount for 3+ purchases)(\$20 Discount if paid in full)	\$	75.00
Youth - Summer Camp (7-8 weeks) - Per Week - Non-Members	\$	100.00
Youth - Fun Days - per day - Member	\$	15.00
Youth - Fun Days - per day - Non-Member	\$	20.00
Teens/Tweens - Trips & Outings - Member		100% of cost recovery
Teens/Tweens - Trips & Outings - Non-Member		100% of cost recovery + \$2
Teens/Tweens - Lock-Ins & Teen Night - Member	\$	10.00
Teens/Tweens - Lock-Ins & Teen Night - Non-Member	\$	15.00
Adult Sports Teams		\$250 - \$400 (+ cost of rewards) = \$3 per person/game
Adult Whiffle Ball - per team	\$75 - \$150	(+ cost of rewards)
Fitness - weight room only - per day	\$	4.00

FEE SCHEDULE (CONT'D)

Seniors - Parties/Dances - Member - Single	\$ 4.00
Seniors - Parties/Dances - Member - Couple	\$ 6.50
Seniors - Parties/Dances - Non-Member - Single	\$ 6.00
Seniors - Parties/Dances - Non-Member - Couple	\$ 8.00
Seniors - Potluck Dinner	free
Seniors - Trips, Outings, Theater - Member - (<50 miles)	100% of cost recovery + \$2 fuel charge
Seniors - Trips, Outings, Theater - Member - (>50 miles)	100% of cost recovery + \$4 fuel charge
Seniors - Trips, Outings, Theater - Non-Member - (<50 miles)	100% of cost recovery + \$4 fuel charge
Seniors - Trips, Outings, Theater - Non-Member - (>50 miles)	100% of cost recovery + \$6 fuel charge
Seniors - Coach/Overnight - Member	100% of cost recovery
Seniors - Coach/Overnight - Non-Member	100% of cost recovery + \$25
Seniors - Kayaking - Member	\$20 + \$ for food & fees
Seniors - Kayaking - Non-Member	\$35 + \$ for food & fees
Seniors - Bridge - Member	\$ 2.00
Seniors - Bridge - Non-Member	\$ 3.00
Athletic Contractual Programs - Fees vary-set by instructor and staff	75/25 split
<i>*100% Cost Recovery = total cost of event divided by total participants</i>	

BORC Special Events and Fundraisers

BORC Bash	Free-Member
BORC Splash	Free-Member
Health Safety Fair (Public Service)	Free
Pitch, Hit, Run	Free
Punt, Pass, Kick	Free
Dribble, Dash, Swish	Free
Halloween Fright Night - single	\$ 4.00
Halloween Fright Night - family	\$ 10.00
Homerun Derby Fundraiser	Market Rate. Based on Expenses (\$10 & up)
Poker Run Fundraiser	Market Rate. Based on Expenses (\$10 & up)

Pool - Daily Rate

Adult (13+ years old) - Member	\$ 3.50
Adult (13+ years old) - Non-Member	\$ 4.50
Child (13 months - 12 years old) - Member	\$ 2.50
Child (13 months - 12 years old) - Non-Member	\$ 2.50
Infant (<12 months)- Member	Free
Infant (<12 months)- Non-Member	Free
Senior	No Senior Rate
Family (2+ individuals in same household ≤ 3 children) - Member	Delete this category
Family (2+ individuals in same household ≤ 3 children) - Non-Member	Delete this category
<i>**No child under 13 years of age admitted without and adult</i>	

FEE SCHEDULE (CONT'D)

Pool - Memberships

Individual - BORC Member	\$	50.00
Individual - Non-BORC Member	\$	75.00
Family - BORC Member	\$	100.00
Family - Non-BORC Member	\$	125.00
Seasonal - Individual - BORC Member	\$	30.00
Seasonal - Individual - Non-BORC Member	\$	40.00
Seasonal - Family - BORC Member	\$	55.00
Seasonal - Family - Non-BORC Member	\$	65.00

Pool Fitness Classes

Aerobics, lap swim, water-walking etc.	\$	40.00
Pool Contractual Programs - Fees vary-set by instructor and staff		75/25 split

Pool Rental

Funbrella Rental - 2 hours - with table and 8 chairs	\$	20.00
Pool Facility - 2 hours - up to 25 people	\$	150.00
Pool Facility - 2 hours - 25 to 50 people	\$	250.00
Pool Facility - 2 hours - 51 to 100 people	\$	350.00

Mound House Education Programs

<i>Kayak and Mound Key Tours - Discount = \$10/person for Member, Group, Student</i>		
Kayak Tour - Creatures of the Back Bay	\$	30.00
Kayak Tour - Paddle the Calusa World	\$	40.00
Kayak Tour - Reflections	\$	25.00
Mound Key Boat Tour	\$	50.00
Mound Key Boat Tour combined with Mound House	\$	60.00
Beach Walk		Free
Youth Programs - School Tours - Public school - Calusa Domain		Free
Youth Programs - School Tours - out of area/Private/Homeschool	\$	2.00
Youth Programs - School Tours - Advance Classroom presentation	\$	2.00
Youth Programs - Scout Excursions	\$	5.00
Youth Programs - Summer Camps	\$	5.00
<i>100% Cost Recovery Craft Fee based on materials needed</i>		
Adult Programs - Walk Through Time - Group Program	\$	5.00
Adult Programs - Walk Through Time - Discount = \$5/person for Student		12 & under free
Adult Programs - Stories Beneath our Feet	\$	3.00
Adult Programs - Stories Beneath our Feet - Discount = \$3/person for Member		12 & under free
Adult Programs - Plants and People - guided program	\$	2.00
Adult Programs - Plants and People - guided program - Discount = \$2/person for Member		12 & under free
Adult Programs - Speaker's Bureau (off site lecture)		Donation
Contracted Programs - Indoor programs (e.g.: yoga) - Discount = variable for Member		25%
Contracted Programs - Sailing School - Discount = variable for Member		Negotiate Annually

FEE SCHEDULE (CONT'D)

Mound House Facility Rental

Mound House Lawn and Garden - (up to 4 hours - includes set-up and break down)	
For Profit or Individual	\$ 600.00
Non-Profit or Member	\$ 400.00
Guided Tour - per person	
For Profit or Individual	\$ 15.00
Non-Profit or Member	\$ 10.00
Set Up/Break Down Fee - Per Vendor - (applies to all rentals requiring delivery of tents, chairs, tables, lighting or other event supplies. Fee applies to coordination with vendors providing equipment for event. Town does not provide set up or break down services.)	
For Profit or Individual	\$ 60.00
Non-Profit or Member	\$ 60.00
After hours penalty - charged if rental and/or clean up extend past the 4 hour time limit	
For Profit or Individual	\$ 300.00
Non-Profit or Member	\$ 300.00

Newton Park Facility Rental

Community Room Only - up to 4 hours	
For Profit or Individual	\$ 75.00
Non-Profit	\$ 50.00
Community Room Only - Additional per hour	
For Profit or Individual	\$ 35.00
Non-Profit	\$ 25.00
Lania only - up to 4 hours	
For Profit or Individual	\$ 25.00
Non-Profit	\$ 20.00
Lania only - Additional per hour	
For Profit or Individual	\$ 15.00
Non-Profit	\$ 10.00
Community Room and Lanai - up to 4 hours	
For Profit or Individual	\$ 85.00
Non-Profit	\$ 60.00
Bocce Court and Chickee Hut (including use of one Bocce Ball set per court) - up to 4 hours (reserve time charge applies to guarantee rentals for event/tournament)	
For Profit or Individual - per court	\$ 25.00
Non-Profit - per court	\$ 25.00
Chickee Hut only - up to 4 hours	
For Profit or Individual	\$ 20.00
Non-Profit	\$ 20.00
Newton Park - exclusive use of entire facility, including entire parking lot - up to 12 hours	
For Profit or Individual	\$ 1,200.00
Non-Profit	\$ 1,000.00
Set Up/ Break Down Fee (applies to rentals of the Community Room and Lanai requiring other than lecture style configurations)	
For Profit or Individual	\$ 60.00
Non-Profit	\$ 60.00
After Sunset Penalty (applies if rental extends past Sunset)	
For Profit or Individual	\$ 300.00
Non-Profit	\$ 300.00

GENERAL FUND SUMMARY OF REVENUES AND EXPENDITURES

	Actual FY 2011-2012	Budget FY 2012-2013	Unaudited FY 2012-2013	Budget FY 2013-2014
Revenues				
Property Taxes	\$ 1,987,294	\$ 1,908,482	\$ 1,836,006	\$ 1,900,262
Franchise Fees	74,512	75,000	79,133	75,000
Sales Tax	429,701	444,003	453,708	455,448
Utilities Tax	388,624	722,777	914,966	804,485
Other Taxes	850,217	910,206	717,862	730,401
Short Term Rentals	3,000	-	2,800	900
Licenses & Permits	380,520	287,750	482,663	406,000
Fines & Forfeitures	7,942	20,000	12,669	17,000
Operating Grants	119,806	108,520	173,470	63,000
Charges for Services	675,329	591,028	764,334	699,128
Interest	70,251	71,850	(20,929)	46,200
Miscellaneous Revenues	146,017	135,550	199,910	199,050
Transfers	289,010	504,363	370,902	738,447
TOTAL REVENUES	\$ 5,422,221	\$ 5,779,529	\$ 5,987,493	\$ 6,135,321

	Actual FY 2011-2012	Budget FY 2012-2013	Unaudited FY 2012-2013	Budget FY 2013-2014
Expenditures				
Town Council	\$ 116,477	\$ 126,742	\$ 123,981	\$ 129,742
Committees	1,645	7,500	6,294	9,500
Town Manager	244,519	362,623	320,489	321,391
Town Clerk	191,694	222,521	195,050	220,499
General Services	854,862	946,044	1,043,579	1,517,862
Legal Services	153,282	160,400	144,852	214,400
Financial Services	287,842	235,679	202,176	246,484
Public Works Administration	260,035	433,661	273,856	451,903
Parks and Recreation	812,525	887,972	916,775	843,742
Maintenance	537,303	602,950	574,193	720,464
Times Square	80,181	102,900	106,797	111,000
Maritime	220,453	219,109	216,952	217,528
Parking	293,236	343,000	342,171	360,000
Community Development Admin.	373,770	513,783	484,478	564,791
Building Division	328,383	313,582	389,887	316,419
Code Compliance	120,378	131,182	136,439	178,386
LPA	3,372	18,300	2,358	18,300
Mound House	88,894	126,631	87,264	168,310
Newton Park	17,510	24,950	16,120	24,600
TOTAL EXPENDITURES	\$ 4,986,364	\$ 5,779,529	\$ 5,583,710	\$ 6,635,321

ESTIMATED REVENUES

Revenues	Actual FY 2011-2012	Budget FY 2012-2013	Unaudited FY 2012-2013	Budget FY 2013-2014
Ad Valorem Taxes	\$ 1,987,294	\$ 1,908,482	\$ 1,836,006	\$ 1,900,262
Gas Utility Tax	6,853	7,500	7,684	7,500
Farmers Market	4,476	5,300	6,693	6,500
Solid Waste Franchise	74,512	75,000	79,133	75,000
Public Services Tax	381,770	715,277	907,282	796,985
Communications Service Tax	687,333	736,366	549,389	578,674
Local Business Tax	8,311	7,500	8,394	7,500
State Revenue Sharing	115,751	114,840	105,345	115,227
Mobile Home Licenses	12,643	17,500	13,410	17,500
Alcoholic Beverage License	23,918	27,500	30,049	5,000
Half Cent Sales Tax	429,701	444,003	453,708	455,448
Special Event Permits	10,836	1,750	13,638	1,500
Other Miscellaneous Revenue	47,229	50,000	64,155	50,000
Mound House Programs	-	6,000	115	6,000
Mound House Donations	14,996	2,500	7,403	2,500
Mound House Grant	18,500	-	157	-
Mound House Classes	1,007	-	1,225	500
Donations - non specific	20,310	250	-	10,000
Sponsorship Donations and Contributions	-	-	-	30,000
Newton Park Classes	4,335	2,500	3,410	2,500
BORC Revenue	87,834	135,000	80,705	135,000
BORC Donations	9,757	5,000	11,343	5,000
CDBG Grant	45,097	33,500	43,157	33,500
Interest Earnings	684	1,200	1,198	1,200
Investment Earnings	69,567	70,000	(22,127)	45,000
Mooring Field Interest	-	650	-	-
Mooring Field Grant	-	-	-	-
Donation Account Interest	52	100	36	50
Sales Tax - (pass thru)	-	5,000	-	29,000
Street Performer Licenses <i>(new title: Town Permit Fees)</i>	8,224	25,000	26,660	35,000
Building Permit Fees <i>(new title: County Building Permit)</i>	205,601	180,000	189,778	180,000
Site Review Fees <i>(new title: Review Fees LDO)</i>	23,875	4,000	43,425	22,500
Zoning Fees	95,365	50,000	156,041	75,000
Floodplain Review Fees	-	-	12,400	50,000
Radon Fees - (pass thru)	8,270	-	9,467	5,000
County Filing Fees	50	-	130	-
Other Licenses/Permits <i>(transfer to: Town Permit Fees)</i>	-	-	-	-
Sign Permits <i>(transfer to: Town Permit Fees)</i>	-	-	-	-
Short Term Rental Fees	3,000	-	2,800	900
Code Enforcement	28,349	25,000	31,013	35,000
Environmental Restoration	-	2,000	242	2,000
Election Qualifying Fees	-	1,728	288	1,728
Neighborhood Landscape - Tree City	2,260	6,500	11,276	6,500
Other Fines & Forfeitures	7,942	20,000	12,669	17,000
Cultural Resources Merchandise	405	2,500	524	1,000
Cultural Resources Program Fees	110	2,500	485	1,000
FPAN Grant	-	-	-	-
Pump out services	1,095	500	1,080	900
Pool Fees (concessions)	2,700	-	-	-
Pool Revenue	50,138	45,000	55,574	45,000
WCIND Grant - Law Enforcement	31,815	54,120	63,883	17,820
WCIND Grant - Mooring Field Maintenance	9,397	18,400	9,003	9,180
Garbage collection- Times Square	32,676	35,000	34,539	30,000
Table Rental	33,848	37,700	47,418	42,500
FEMA Reimbursements	-	-	49,868	-
Harborage User Fees	76,107	83,500	116,955	90,000
Parking Facilities	447,477	309,000	497,673	410,000
Library Impact Fees - (pass thru)	-	-	-	-
Fire Impact Fees - (pass thru)	-	-	7,274	-
School Impact Fees - (pass thru)	-	-	31,681	-
Admin Fees	1,739	-	2,940	1,500
Transfer in - from reserves	-	-	-	48,308
Transfer In - Investment Earnings Beach Nourishment	289,010	-	-	-
Transfer In - TDC Maintenance cost reimbursement	-	233,419	370,902	386,670
Transfer In-Water Utility <i>(Administrative & Insurance)</i>	-	270,944	-	303,469
<i>Total General Fund</i>	\$ 5,422,221	\$ 5,779,529	\$ 5,987,493	\$ 6,135,321

EXPENDITURE SUMMARY – MAYOR AND COUNCIL

Fund: General 01
 Department: Town Council
 Division: _____
 Division #: 110

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ 80,246	\$ 80,092	\$ 80,506	\$ 80,092
Materials, Supplies & Services	36,231	46,650	43,474	49,650
Operating Budget	116,477	126,742	123,981	129,742
Capital Outlay	-	-	-	-
Total Budget	\$ 116,477	\$ 126,742	\$ 123,981	\$ 129,742

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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.110.511.5110	Council Compensation	\$ 74,400	\$ 74,400	\$ 74,013	\$ 74,400
01.110.511.5210	Social Security	5,846	5,692	6,493	5,692
01.110.511.5341	Council Meeting Minutes	4,861	5,000	5,160	5,000
01.110.511.5342	Committee Minutes	5,107	7,000	4,039	7,000
01.110.511.5363	IT System	-	-	-	-
01.110.511.5400	Travel/Training/Meals	4,144	5,000	5,071	8,000
01.110.511.5410	Telephone & Communications	5,765	3,600	5,828	3,600
01.110.511.5446	Advertisements	3,945	4,500	115	4,500
01.110.511.5447	Legislative Printing/Binding	-	600	150	600
01.110.511.5448	Legal Advertisements	10,819	13,200	11,398	13,200
01.110.511.5490	Miscellaneous Expenses	1,340	7,500	11,087	7,500
01.110.511.5540	Memberships and Dues	250	250	250	250
01.110.511.5495	State Lobbyist	-	-	377	-
		<u>\$ 116,477</u>	<u>\$ 126,742</u>	<u>\$ 123,981</u>	<u>\$ 129,742</u>

EXPENDITURE DETAIL – MAYOR AND COUNCIL

#	Computation/Explanation	Amount
5110	Salaries	
	Mayor	16,800
	Council Members	57,600
		<u>74,400</u>
5210	Social Security (7.65% of full and part-time wages)	5,692
5341	Town Council Minutes	5,000
5342	Committee Minutes	7,000
5363	IT System	-
5400	Travel/Training/Meals	8,000
5410	Telephone and Communications	3,600
5446	Advertisement	4,500
5447	Legislative Printing and Binding	600
5448	Legal Advertisements	
	Required notices and other meeting notices	13,200
5490	Miscellaneous Expenses-items not included in other line items	7,500
5540	Memberships and Dues	250
5495	Professional Services - State Lobbyist	-
		\$ 129,742

EXPENDITURE SUMMARY – LEGAL SERVICES

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	153,282	160,400	144,852	214,400
Operating Budget	153,282	160,400	144,852	214,400
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 153,282	\$ 160,400	\$ 144,852	\$ 214,400

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 FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
01.140.514.5451	Legal Consultation Town	\$ 138,694	\$ 120,000	\$ 144,561	\$ 126,000
01.140.514.5456	Other Legal Services	14,588	40,400	291	40,400
01.140.514.5495	State Lobbyist	-	-	-	48,000
		\$ 153,282	\$ 160,400	\$ 144,852	\$ 214,400

EXPENDITURE DETAIL – LEGAL SERVICES

#	Computation/Explanation		Amount
5451	Legal Consultation for Town		126,000
5456	Other Legal Services		40,400
5495	State Lobbyist		48,000
			\$ 214,400

EXPENDITURE SUMMARY – COMMITTEES

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	1,645	7,500	6,294	9,500
Operating Budget	1,645	7,500	6,294	9,500
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 1,645	\$ 7,500	\$ 6,294	\$ 9,500

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 - Committees

	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.115.511.5620 Marine Resources Task Force	\$ 1,215	\$ 2,000	\$ 60	\$ 2,000
01.115.511.5630 Anchorage Advisory	403	2,000	2,032	2,000
01.115.511.5610 Public Safety Task Force	-	-	1,191	2,000
01.115.511.5641 CRAB	18	2,000	3,003	2,000
01.115.511.5642 CELCAB	9	1,500	8	1,500
	\$ 1,645	\$ 7,500	\$ 6,294	\$ 9,500

EXPENDITURE DETAIL – COMMITTEES

#	Computation/Explanation	Amount
5620	Marine Resources Task Force activities	2,000
5630	Anchorage Advisory activities	2,000
5610	Public Safety Tash Force	2,000
5641	CRAB activities	2,000
5642	CELCAB activities	1,500
		\$ 9,500

EXPENDITURE SUMMARY – TOWN MANAGER

Fund: General 01
 Department: Town Manager
 Division: _____
 Division #: 120

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ 236,779	\$ 243,952	\$ 230,444	\$ 246,031
Materials, Supplies & Services	7,740	118,671	90,045	75,360
Operating Budget	244,519	362,623	320,489	321,391
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 244,519	\$ 362,623	\$ 320,489	\$ 321,391

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 objectives 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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.120.512.5110	Salaries	\$ 157,028	\$ 162,300	\$ 152,153	\$ 163,146
01.120.512.5140	Overtime	142	-	-	-
01.120.512.5210	Social Security	12,129	14,673	12,445	12,481
01.120.512.5220	Retirement	21,060	20,637	18,903	22,315
01.120.512.5238	Life, Health & Disability	40,420	18,412	30,822	20,159
01.120.512.5242	Car Allowance/Benefit Package	6,000	27,930	16,121	27,930
01.120.512.5400	Travel/Training/Meals	2,851	2,500	5,370	2,500
01.120.512.5410	Telephone & Communications	1,078	1,500	2,095	1,500
01.120.512.5540	Memberships and Dues	3,311	1,500	5,572	1,500
01.120.512.5951	Contingency	500	113,171	77,008	69,860
		\$ 244,519	\$ 362,623	\$ 320,489	\$ 321,391

EXPENDITURE DETAIL – TOWN MANAGER

#	Computation/Explanation	Amount
5110	Salaries Town Manager 120,000 Administrative Assistant <u>43,146</u>	163,146
5210	Social Security	12,481
5220	Retirement/Pension	22,315
5238	Life, Health and Disability	20,159
5242	Car Allowance/Benefit Package	27,930
5400	Travel/Training/Meals <i>as approved by Town Council</i>	2,500
5410	Telephone and Communications	1,500
5540	Memberships and dues	1,500
5951	Contingency	69,860
		\$ 321,391

EXPENDITURE SUMMARY – GENERAL SERVICES

Fund: General 01
 Department: Town Manager
 Division: General Services
 Division #: 120

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	854,862	946,044	903,026	1,517,862
Operating Budget	854,862	946,044	903,026	1,517,862
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 854,862	\$ 946,044	\$ 903,026	\$1,517,862

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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.130.513.5245	Public Relations Services	\$ -	\$ -	\$ -	\$ 68,818
01.130.513.5250	State Unemployment	9,494	10,000	10,115	10,000
01.130.513.5332	Postage	6,533	7,000	5,755	7,000
01.130.513.5340	Cleaning & Alarm	25,699	-	19,319	3,000
01.130.513.5346	Repairs & Maintenance	37,349	10,000	9,168	10,000
01.130.513.5349	Elections	-	20,000	-	20,000
01.130.513.5352	Software	46,081	100,000	15,127	100,000
01.130.513.5353	Miscellaneous Supplies	6,253	3,000	(3,228)	3,000
01.130.513.5355	Town Memberships	15,608	17,500	17,649	17,500
01.130.513.5363	IT System	136,873	120,000	173,978	120,000
01.130.513.5364	Office Furniture & Equipment	327	-	25,804	-
01.130.513.5410	Telephone & Communications	31,220	25,700	27,195	25,700
01.130.513.5420	Books and Periodicals	151	650	246	650
01.130.513.5422	GIS	1,674	-	935	-
01.130.513.5441	Town Hall Lease	112,817	110,000	115,189	110,000
01.130.513.5442	Storage	23,768	20,000	33,253	20,000
01.130.513.5443	Copier	12,418	16,500	13,892	16,500
01.130.513.5447	Printing & Binding	-	2,500	-	2,500
01.130.513.5510	Office Supplies	20,410	25,000	23,048	25,000

EXPENDITURE SUMMARY – GENERAL SERVICES

		General Services (continued)			
		Actual	Budget	Unaudited	Budget
		FY 12	FY 13	FY13	FY 14
01.130.513.5511	Emergency Communications	6,600	5,000	3,510	5,000
01.130.513.5600	Filing Fee & Violations	760	750	620	750
01.130.513.5691	Animal Control	79,962	72,944	79,144	72,944
01.130.513.5849	Auction Sales Tax	-	-	119	-
01.130.513.5950	Miscellaneous Expenses	31,774	15,500	53,129	15,500
01.130.513.5951	Contingency	-	-	-	-
01.135.513.5710	Keep Lee County Beautiful	-	1,500	-	1,500
01.135.513.5720	National Estuaries	-	3,000	-	3,000
01.135.513.5740	Special Events	27,348	25,000	51,496	55,000
01.135.513.5750	Seasonal Events	51,630	76,000	45,834	46,000
01.155.513.5530	Insurance	155,714	225,000	159,528	225,000
01.155.513.5240	Workers Compensation	-	-	-	-
01.156.513.5724	After School Programs	14,400	33,500	22,200	33,500
	Transfer to Capt'l Proj - MH				500,000
		<u>\$ 854,862</u>	<u>\$ 946,044</u>	<u>\$ 903,026</u>	<u>\$ 1,517,862</u>

EXPENDITURE DETAIL – GENERAL SERVICES

#	Computation/Explanation	Amount
5245	Public Relations Services	68,818
5250	State Unemployment Tax (direct pay)	10,000
5332	Postage	7,000
5340	Cleaning and Alarm Contracts	3,000
5346	Repairs and Maintenance-for Town Hall as needed	10,000
5349	Elections - March 2014	20,000
5352	Software	100,000
5353	Miscellaneous Supplies	3,000
5355	Town Memberships & Donations as approved	17,500
5363	IT System - Town wide	120,000
5364	Office Furniture and Equipment	-
5410	Telephone and Communications	25,700
5420	Books and Periodicals	650
5431	Utility Service - Town Hall	-
5441	Town Hall Lease	110,000
5442	Storage - off-site storage for records and equipment	20,000
5443	Copier	16,500
5447	Printing and Binding	2,500
5510	Office supplies - Town wide	25,000
		cont'd

EXPENDITURE DETAIL – GENERAL SERVICES

General Services (continued)		
5511	Emergency Communications	5,000
5600	Filing fees (county)	750
5691	Animal Control - annual interlocal with Lee County	72,944
5950	Miscellaneous Expenses	15,500
5710	Keep Lee County Beautiful	1,500
5720	National Estuaries	3,000
5740	Special Events	55,000
5750	Seasonal Events	46,000
5530	Insurance - all coverage (except Health)	225,000
5724	CDBG - After School and Senior programs	33,500
	Transfer to Capital Projects - MH Restoration	500,000
		\$ 1,517,862

EXPENDITURE SUMMARY – TOWN CLERK

Fund: General 01
 Department: Town Clerk
 Division: _____
 Division #: 125

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ 187,049	\$ 202,546	\$ 189,201	\$ 201,049
Materials, Supplies & Services	4,645	19,975	5,849	19,450
Operating Budget	191,694	222,521	195,050	220,499
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 191,694	\$ 222,521	\$ 195,050	\$ 220,499

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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.125.512.5110	Salaries	\$ 133,596	\$ 144,560	\$ 134,608	\$ 144,481
01.125.512.5210	Social Security	10,550	11,059	10,878	11,053
01.125.512.5220	Retirement	13,712	14,456	14,219	14,448
01.125.512.5238	Life, Health & Disability	29,191	32,471	29,496	31,067
01.125.512.5352	Records Mgmt Software	-	-	-	-
01.125.512.5400	Travel/Training/Meals	1,595	7,600	2,363	4,500
01.125.512.5410	Telephone & Communications	1,033	1,850	1,018	1,850
01.125.512.5540	Memberships and Dues	283	525	220	450
01.125.512.5550	Municipal Code	1,733	10,000	2,064	11,750
01.125.512.5950	Miscellaneous Expenses	-	-	184	900
		\$ 191,694	\$ 222,521	\$ 195,050	\$ 220,499

EXPENDITURE DETAIL – TOWN CLERK

#	Computation/Explanation		Amount
5110	Salaries Town Clerk Contracts Manager Administrative Assistant	67,691 41,767 35,023	
			144,481
5210	Social Security 7.65% of wages and salaries		11,053
5220	Retirement 10% for full-time employees		14,448
5238	Life, Health & Disability		31,067
5400	Travel/Training/Meals		4,500
5410	Telephone and Communications 2 employees @ \$35 per mo; 1 employee @ \$84 p/mo		1,850
5540	Memberships and Dues		450
5550	Municipal Code		11,750
5950	Miscellaneous Expenses		900
			\$ 220,499

EXPENDITURE SUMMARY – FINANCE

Fund: General 01
 Department: Finance
 Division: _____
 Division #: 150

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ 144,690	\$ 166,969	\$ 129,606	\$ 177,124
Materials, Supplies & Services	143,152	68,710	72,570	69,360
Operating Budget	287,842	235,679	202,176	246,484
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 287,842	\$ 235,679	\$ 202,176	\$ 246,484

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. Costs for tropical storm damages are subject to transfer to the Emergency Fund.

		Finance			
		Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.150.513.5120	Salaries	\$ 103,445	\$ 122,462	\$ 87,758	\$ 124,911
01.150.513.5210	Social Security	9,161	9,367	9,336	9,556
01.150.513.5220	Retirement	12,087	12,246	12,376	12,491
01.150.513.5238	Life, Health and Disability	19,997	22,893	20,136	30,166
01.150.513.5340	Memberships and Dues	495	750	479	750
01.150.513.5400	Travel/Training/Meals	-	350	565	350
01.150.513.5410	Telephone & Communications	834	1,260	849	1,260
01.150.513.5439	Tropical Storm Isaac	24,514	-	-	-
01.150.513.5440	Tropical Storm Debby	39,898	-	-	-
01.150.513.5531	Annual Audit	61,000	42,500	41,250	42,500
01.150.513.5532	Accounting Services	9,033	20,000	16,452	20,000
01.150.513.5534	Employee holding	920	-	(4,028)	-
01.150.513.5950	Miscellaneous Expenses	-	-	-	650
01.150.513.5533	Bank Charges	6,459	3,850	17,002	3,850
		<u>\$ 287,842</u>	<u>\$ 235,679</u>	<u>\$ 202,176</u>	<u>\$ 246,484</u>

EXPENDITURE DETAIL – FINANCE

#	Computation/Explanation	Amount
5120	Salaries Director 81,718 Finance Coordinator <u>43,193</u>	124,911
5210	Social Security (7.65% of full and part-time wages)	9,556
5220	Retirement	12,491
5238	Life, Health and Disability	30,166
5340	Memberships and dues GFOA, AGA and FL GFOA	750
5400	Travel/Training/Meals local conferences & cpe training courses	350
5410	Telephone and Communications Cell phone @ \$105.00 per month	1,260
5531	Annual Audit	42,500
5532	Accounting and other professional services	20,000
5533	Bank charges	3,850
5950	Miscellaneous expenses	650
		\$ 246,484

EXPENDITURE SUMMARY – PARKS AND RECREATION

Fund: General 01
 Department: Parks and Recreation
 Division: Bay Oaks Rec. Ctr. (BORC) and Pool
 Division #: 170 and 171

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ 499,988	\$ 579,352	\$ 584,156	\$ 558,422
Materials, Supplies & Services	312,537	284,820	332,618	285,320
Operating Budget	812,525	864,172	916,775	843,742
Capital Outlay	-	23,800	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 812,525	\$ 887,972	\$ 916,775	\$ 843,742

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 (BORC) 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. A number of program costs at the Recreation Center are offset by participant revenue and are noted in the detail explanation.

Parks and Recreation - Bay Oaks Recreational Center and Pool					
		Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.170.572.5120	BORC Salaries	\$ 273,961	\$ 318,187	\$ 325,984	\$ 306,633
01.170.572.5140	BORC Overtime	1,041	5,000	2,493	5,000
01.170.572.5210	BORC Social Security	21,020	24,724	25,116	23,840
01.170.572.5220	BORC Retirement	15,000	20,592	18,443	17,596
01.170.572.5238	BORC Life, Health and Disability	38,343	61,200	45,606	58,433
01.170.572.5346	BORC Maintenance and Repairs	44,013	35,000	58,144	20,000
01.170.572.5380	BORC Teens	4,922	10,000	3,120	10,000
01.170.572.5381	BORC Youth	5,961	12,000	7,851	12,000
01.170.572.5382	BORC Athletics	32,749	21,500	33,231	21,500

EXPENDITURE SUMMARY – PARKS AND RECREATION

Parks and Recreation - Bay Oaks Recreational Center and Pool (cont'd)					
		Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.170.572.5383	BORC Seniors	13,830	20,000	9,187	20,000
01.170.572.5400	BORC Travel/Training/Meals	354	3,225	1,413	3,225
01.170.572.5464	BORC Capital Expenditures	-	23,800	-	-
01.170.572.5729	BORC Marketing	3,418	17,400	6,569	17,400
01.170.572.5410	BORC Telephone & Communications	927	500	777	500
01.170.572.5433	BORC Utilities	51,253	64,000	68,175	64,000
01.170.572.5533	Donation Bank Charges	-	-	47	-
01.170.572.5400	BORC Dues and Memberships	-	800	350	1,300
01.170.572.5732	BORC Operations	47,914	-	31,864	15,000
01.170.572.5724	BORC CDBG Capital Projects	11,299	-	-	-
01.170.572.5738	BORC Community Marketing	40	-	-	-
01.170.572.5740	BORC Special Events	7,077	13,925	10,525	13,925
01.171.572.5120	Pool Salaries	128,468	127,574	142,637	124,361
01.171.572.5140	Pool Overtime	154	-	422	-
01.171.572.5210	Pool Social Security	9,840	9,759	10,943	9,514
01.171.572.5220	Pool Retirement	3,288	3,342	3,379	3,408
01.171.572.5238	Pool Life, Health & Disability	8,872	8,974	9,134	9,637
01.171.572.5410	Pool Telephone & Communications	228	420	195	420
01.171.572.5733	Pool Operations	20,692	44,000	49,232	20,000
01.171.572.5736	Pool Utilities	22,310	41,650	25,570	41,650
01.171.572.5843	Pool Horticultural & Solid Waste	139	400	-	400
01.171.572.5849	Pool Sales Tax	2,226	-	2,917	-
01.171.572.5735	Pool Maintenance	43,187	-	23,451	24,000
		<u>\$ 812,525</u>	<u>\$ 887,972</u>	<u>\$ 916,775</u>	<u>\$ 843,742</u>

EXPENDITURE DETAIL – PARKS AND RECREATION

#	Computation/Explanation	Amount
5120	BORC Salaries and wages	306,633
5140	BORC Overtime	5,000
5210	BORC Social Security	23,840
5220	BORC Pension	17,596
5238	BORC Life Health and Disability	58,433
5346	BORC Maintenance and Repairs	20,000
5380	BORC Teens	10,000
5381	BORC Youth	12,000
5382	BORC Athletics	21,500
		cont'd

EXPENDITURE DETAIL – PARKS AND RECREATION

#	Computation/Explanation	Amount
5383	BORC Seniors	20,000
5400	BORC Travel/Training/Meals	3,225
5464	BORC Capital Expenditures	-
5729	BORC Marketing	17,400
5410	BORC Telephone and Communications	500
5433	BORC Utilities	64,000
5400	BORC Dues and Memberships	1,300
5732	BORC Operations	15,000
5724	BORC CDBG Capital Projects	-
5738	BORC Community Marketing	-
5740	BORC Special Events	13,925
5120	Pool Salaries	124,361
5210	Pool Social Security	9,514
5220	Pool Retirement	3,408
5238	Pool Life, Health & Disability	9,637
5410	Pool Telephone & Communications	420
5733	Pool Operations	20,000
5736	Pool Utilities	41,650
5843	Pool Horticultural & Solid Waste	400
5849	Pool Sales Tax	-
5735	Pool Maintenance	24,000
		\$ 843,742

EXPENDITURE SUMMARY – PARKS AND RECREATION–MOUND HOUSE

Fund: General 01
 Department Parks and Recreation
 Division Mound House
 Division # 280

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ 57,789	\$ 86,271	\$ 42,345	\$ 127,950
Materials, Supplies & Services	31,106	40,360	44,918	40,360
Operating Budget	88,894	126,631	87,264	168,310
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 88,894	\$ 126,631	\$ 87,264	\$ 168,310

Department Description, Goals and Objectives

The mission of the Parks and Recreation - Mound House 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.

Parks and Recreation - Mound House				
	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.280.573.5120 Salaries	\$ 53,139	\$ 80,140	\$ 39,336	\$ 105,527
01.280.573.5131 Interns	-	-	-	-
01.280.573.5140 Overtime	-	-	-	-
01.280.573.5210 Social Security	4,065	6,131	3,009	8,073
01.280.573.5220 Retirement	-	-	-	4,468
01.280.573.5238 Life, Health & Disability	584	-	-	9,882
01.280.573.5332 Postage	-	1,000	101	150
01.280.573.5340 Cleaning and Alarm	2,157	1,500	3,175	3,100
01.280.573.5346 Repairs and Maintenance	6,697	3,000	24,296	5,500
01.280.573.5347 Newsletters and Brochures	7,252	5,500	1,305	5,500
01.280.573.5350 Emergency Supplies	45	1,000	1,718	1,000
01.280.573.5364 Equipment	137	1,000	383	1,000
01.280.573.5400 Travel/Training/Meals	980	2,000	572	2,000
01.280.573.5410 Telephone & Communications	1,444	3,000	618	3,000
01.280.573.5420 Books and Periodicals	32	250	-	250
01.280.573.5431 Utility Service	3,117	2,500	4,796	3,100

EXPENDITURE SUMMARY – PARKS AND RECREATION–MOUND HOUSE

		Parks and Recreation - Mound House (continued)			
		Actual	Budget	Unaudited	Budget
		FY 12	FY 13	FY13	FY 14
01.280.573.5442	Storage	1,194	1,100	1,172	1,200
01.280.573.5447	Printing and Binding	-	1,000	1,572	300
01.280.573.5453	Equipment Maintenance	254	500	131	500
01.280.573.5510	Office Supplies	1,049	2,500	419	500
01.280.573.5540	Memberships and Dues	450	500	620	500
01.280.573.5744	Pest Control - Indoor	13	250	85	100
01.280.573.5751	Drinking Water	-	200	-	200
01.280.573.5352	Software	1,938	-	-	-
01.280.573.5552	Uniforms	-	1,000	-	400
01.280.573.5780	Classes and Tours	-	4,000	809	4,000
01.280.573.5570	Inventory for Resale	-	2,000	186	2,000
01.280.573.5786	Shell Mound Exhibit	45	-	-	-
01.280.573.5781	Events	172	2,000	13	2,000
01.280.573.5820	Educational Supplies	617	1,500	618	1,000
01.280.573.5849	Sales Tax (pass thru)	452	60	-	60
01.280.573.5950	Miscellaneous Expenses	3,059	3,000	2,330	3,000
		<u>\$ 88,894</u>	<u>\$ 126,631</u>	<u>\$ 87,264</u>	<u>\$ 168,310</u>

EXPENDITURE DETAIL – PARKS AND RECREATION – MOUND HOUSE

#	Computation/Explanation	Amount
5120	Salaries	
	Cultural Resources Manager	44,681
	Administrative Assistant	15,933
	Environmental Education	21,047
	Education Coordinator	<u>23,866</u>
		105,527
5220	Retirement	4,468
5238	Life, Health & Disability	9,882
5210	Social Security (7.65% of full and part-time wages)	8,073
5332	Postage	150
5340	Cleaning and Alarm Services	3,100
5346	Repairs and Maintenance; Supplies	5,500
5347	Newsletters and Brochures	5,500
5350	Emergency Supplies	1,000
5364	Equipment	1,000
5400	Training/Travel/Meals - local travel, school	2,000
5410	Telephone and Communications DSL, fax line; landline and cell phone	3,000
5420	Books and periodicals	250
5431	Utilities (electric, water & sewer)	3,100
		cont'd

EXPENDITURE DETAIL – PARKS AND RECREATION – MOUND HOUSE

#	Computation/Explanation	Amount
5442	Storage	1,200
5447	Printing and Binding	300
5453	Equipment Maintenance	500
5510	Office Supplies	500
5540	Memberships and Dues	500
5744	Indoor Pest Control	100
5751	Drinking Water	200
5552	Uniforms	400
5780	Classes	4,000
5570	Inventory for Resale	2,000
5786	Shell Mound Exhibit	-
5781	Events	2,000
5820	Educational Supplies	1,000
5849	Sale Tax (pass thru)	60
5950	Miscellaneous Expenses	3,000
		\$ 168,310

EXPENDITURE SUMMARY – PARKS AND RECREATION–NEWTON PARK

Fund: General 01
 Department: Parks and Recreation
 Division: Newton Park
 Division #: 290

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	17,510	24,950	16,120	24,600
Operating Budget	17,510	24,950	16,120	24,600
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 17,510	\$ 24,950	\$ 16,120	\$ 24,600

Department Description, Goals and Objectives

The mission of the Parks and Recreation - Newton Park 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.

Parks and Recreation - Newton Park					
		Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.290.573.5332	Postage	\$ -	\$ 250	\$ -	\$ 100
01.290.573.5340	Cleaning and Alarm	4,580	3,500	4,140	3,900
01.290.573.5346	Repairs and Maintenance	6,049	5,000	6,452	6,000
01.290.573.5347	Advertising and Marketing	-	1,000	-	1,000
01.290.573.5350	Emergency Supplies	15	1,500	-	1,500
01.290.573.5410	Telephone and Communications	1,661	1,500	393	1,000
01.290.573.5431	Utility Service	889	3,500	2,075	2,500
01.290.573.5510	Office Supplies	51	200	-	100
01.290.573.5447	Printing and Binding	-	500	-	500
01.290.573.5744	Pest Control - indoor	149	250	263	250
01.290.573.5751	Drinking Water	-	200	-	200
01.290.573.5781	Events	-	1,000	-	1,000
01.290.573.5780	Classes	3,348	4,000	2,777	4,000
01.290.573.5570	Merchandise for Resale	-	1,500	-	1,500
01.290.573.5849	Sales Tax (pass thru)	3	50	20	50
01.290.573.5950	Miscellaneous Expenses	766	1,000	-	1,000
		\$ 17,510	\$ 24,950	\$ 16,120	\$ 24,600

EXPENDITURE SUMMARY – PARKS AND RECREATION–NEWTON PARK

#	Computation/Explanation	Amount
5332	Postage	100
5340	Cleaning and Alarm	3,900
5346	Repairs and Maintenance; supplies	6,000
5347	Advertising and Marketing - newsletter	1,000
5350	Emergency Supplies	1,500
5410	Telephone and Communications	1,000
5431	Utilities (electric, water and sewer)	2,500
5510	Office Supplies	100
5447	Printing and Binding	500
5744	Pest control - indoor	250
5751	Drinking Water	200
5781	Events	1,000
5780	Classes	4,000
5570	Merchandise for resale	1,500
5849	Sales Tax (pass thru)	50
5950	Miscellaneous Expenses	1,000
		\$ 24,600

EXPENDITURE SUMMARY – PUBLIC WORKS ADMINISTRATION

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ 233,956	\$ 345,641	\$ 214,763	\$ 362,683
Materials, Supplies & Services	26,079	88,020	59,092	89,220
Operating Budget	260,035	433,661	273,856	451,903
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 260,035	\$ 433,661	\$ 273,856	\$ 451,903

Department Description, Goals and Objectives

Public Works Administration provides overall management of all Divisions of the Public Works Department including Maintenance, Maritime, Parking, and Emergency Management. The goals and objectives of the Administration 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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.160.530.5120	Salaries	\$ 144,849	\$ 242,790	\$ 117,756	\$ 247,554
01.160.530.5210	Social Security	16,547	18,942	18,661	18,938
01.160.530.5220	Retirement	20,194	24,759	23,854	24,755
01.160.530.5238	Life, Health and Disability	47,566	59,151	54,412	71,436
01.160.530.5242	Car Allowance	4,800	-	81	-
01.160.530.5400	Travel/Training/Meals	1,030	6,300	3,785	6,800
01.160.530.5410	Telephone & Communications	2,240	2,520	2,541	2,520
01.160.530.5947	Public Services	10,469	13,200	10,166	13,600
01.160.530.5950	Other Contracted Services	10,153	61,000	40,227	61,000
01.160.530.5540	Memberships and Dues	722	2,000	1,175	2,300
01.160.530.5552	Uniforms	1,466	3,000	1,198	3,000
		\$ 260,035	\$ 433,661	\$ 273,856	\$ 451,903

EXPENDITURE DETAIL – PUBLIC WORKS ADMINISTRATION

#	Computation/Explanation	Amount
5120	Salaries	
	Director	67,694
	Deputy Director	58,580
	Public Services Supervisor	41,774
	Inspector & Special Projects	47,825
	Administrative Assistant	<u>31,681</u>
		247,554
5210	Social Security (7.65% of full and part-time wages)	18,938
5220	Retirement 10% annual contribution per employee	24,755
5238	Life, Health & Disability Insurance	71,436
5242	Car Allowance	-
5400	Travel/Training and Meals	6,800
5947	Public Services	13,600
5410	Telephone and Communications Cellular 5 employees & insurance	2,520
5950	Other Contracted Services	61,000
5540	Memberships and Dues	
	APWA	400
	FSA	600
	PW subscriptions	<u>1,300</u>
		2,300
5552	Uniforms	3,000
		\$ 451,903

EXPENDITURE SUMMARY – MAINTENANCE

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ 410,000	\$ 481,090	\$ 431,090	\$ 503,444
Materials, Supplies & Services	127,303	121,860	143,103	217,020
Operating Budget	537,303	602,950	574,193	720,464
Capital Outlay	-	-	-	-
Total Budget	\$ 537,303	\$ 602,950	\$ 574,193	\$ 720,464

Department Description, Goals and Objectives

The Maintenance Division is responsible for the maintenance of streets, sidewalks, bridges, traffic lights and signs. Maintenance monitors the condition of the Town's drainage system, streets, sidewalks and beach accesses. The Maintenance Division 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 FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
01.180.541.5120	Salaries	\$ 224,735	\$ 261,316	\$ 230,574	\$ 267,791
01.180.541.5140	Overtime	63,230	70,415	63,048	82,500
01.180.541.5210	Social Security	21,867	25,377	23,183	26,924
01.180.541.5220	Retirement	29,137	33,173	31,580	35,194
01.180.541.5238	Life/Health/Disability	71,031	90,809	82,706	91,035
01.180.541.5950	Contract Labor	-	-	531	74,880
01.180.541.5239	Emp. Health & Safety	3,514	7,800	2,975	6,000
01.180.541.5400	Travel/Training/Meals	1,252	1,960	529	1,960
01.180.541.5410	Telephone & Communications	4,150	4,700	5,199	4,700
01.180.541.5511	Emergency Comm. & Oper.	7,343	5,000	4,905	10,000
01.180.541.5452	Fuel	15,853	30,000	16,676	25,000
01.180.541.5453	Equipment Maintenance	5,711	12,200	8,017	10,000
01.180.541.5454	Vehicle Maintenance	35,049	36,000	70,227	42,000
01.180.541.5464	Equipment - new	1,370	-	3,181	4,000
01.180.541.5552	Uniforms	9,961	13,000	11,504	12,000
01.180.541.5843	Solid Waste	6,918	11,200	15,655	11,200
01.180.541.5950	Miscellaneous Expenses	36,183	-	3,703	15,280
		\$ 537,303	\$ 602,950	\$ 574,193	\$ 720,464

EXPENDITURE SUMMARY – MAINTENANCE

#	Computation/Explanation	Amount
5120	Salaries Foreman 35,706 Maintenance Support 32,489 Maintenance Crew Leader 34,772 Maintenance worker (4) 103,872 Maintenance / Carpenter 27,219 Custodial maintenance worker <i>(shared with Bay Oaks)</i> 33,733	267,791
5140	Overtime	82,500
5210	Social Security (7.65% of full and part-wages)	26,924
5220	Retirement 10% annual contribution per employee	35,194
5238	Life, Health & Disability Insurance	91,035
5950	Contract Labor	74,880
5239	Personnel, Health and Wellness	6,000
5400	Travel/Training/Meals	1,960
5410	Telephone and Communications	4,700
5511	Emergency Communications and Operations	10,000
5452	Fuel - for all Town vehicles and equipment	25,000
5453	Equipment Maintenance	10,000
5454	Vehicle Maintenance	42,000
5552	New Vehicle/Equipment	4,000
5552	Uniforms	12,000
5843	Solid & Horticultural Waste Collection	11,200
5950	Miscellaneous Expenses	15,280
		\$ 720,464

EXPENDITURE SUMMARY – TIMES SQUARE

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	80,181	102,900	106,797	111,000
Operating Budget	80,181	102,900	106,797	111,000
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 80,181	\$ 102,900	\$ 106,797	\$ 111,000

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. 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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.185.534.5843	Solid Waste	\$ 35,639	\$ 43,000	\$ 35,711	\$ 43,000
01.185.534.5846	Maintenance and Utilities	42,778	59,000	68,569	59,000
01.185.534.5849	Sales Tax (pass thru)	1,764	900	2,517	9,000
		\$ 80,181	\$ 102,900	\$ 106,797	\$ 111,000

EXPENDITURE DETAIL – TIMES SQUARE

#	Computation/Explanation	Amount
5843	Solid Waste	43,000
5846	Maintenance and Utilities	59,000
5849	Sales Tax (pass thru)	9,000
		\$ 111,000

EXPENDITURE SUMMARY – MARITIME

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

Expenditure Category	Actual FY 11	Budget FY 12	Unaudited FY 13	Budget FY 13
Personnel Costs	\$ 45,157	\$ 46,279	\$ 46,118	\$ 48,088
Materials, Supplies & Services	175,295	172,830	170,833	169,440
Operating Budget	220,453	219,109	216,952	217,528
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 220,453	\$ 219,109	\$ 216,952	\$ 217,528

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. The goal of the maritime section is to provide exceptional customer service and safety to users of the Mooring Field.

Public Works - Maritime				
	Actual FY 11	Budget FY 12	Unaudited FY 13	Budget FY 13
01.190.543.5120 Salaries	\$ 30,413	\$ 31,824	\$ 31,044	\$ 32,460
01.190.543.5140 Overtime	602	-	304	-
01.190.543.5210 Social Security	2,220	2,434	2,246	2,483
01.190.543.5220 Retirement	3,102	3,182	3,134	3,246
01.190.543.5238 Life, Health and Disability	8,821	8,838	9,391	9,899
01.190.543.5346 Mooring Field Maint. & Repair	8,691	16,730	18,326	14,330
01.190.543.5410 Telephone & Communications	345	450	474	450
01.190.513.5533 Bank charges	-	2,750	-	-
01.190.543.5457 Channel Maint. and Repair	-	-	-	-
01.190.543.5544 Abandoned Vessel Removal	-	5,000	-	5,000
01.190.543.5564 Capital Improvements	34,662	16,000	1,932	16,000
01.190.543.5542 MLE Enforcement (Wages)	55,060	50,000	52,750	50,000
01.190.543.5543 MLE Enforcement (Fuel)	12,400	13,000	12,460	14,760
01.190.543.5849 Sales Tax (pass thru)	3,561	3,900	6,697	3,900
01.190.543.5545 Mooring Field Operations	60,575	65,000	78,194	65,000
	\$ 220,453	\$ 219,109	\$ 216,952	\$ 217,528

EXPENDITURE DETAIL – MARITIME

#	Computation/Explanation	Amount
5120	Salaries Maintenance Worker 32,460	32,460
5210	Social Security (7.65% of full and part-time wages)	2,483
5220	Retirement 10% annual contribution per employee	3,246
5238	Life, Health & Disability Insurance	9,899
5346	Repairs and Maintenance	14,330
5410	Telephone and Communications Cell phone @ \$37.50 per mo; insurance	450
5533	Bank Charges	-
5457	Channel Maintenance and Repair	-
5544	Abandoned Vessel Removal	5,000
5564	Capital Improvements	16,000
5542	MLE Enforcement (wages)	50,000
5543	MLE Enforcement (fuel)	14,760
5849	Sales Tax (pass thru)	3,900
5545	Mooring Field Operations	65,000
		\$ 217,528

EXPENDITURE SUMMARY – PARKING

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	293,236	343,000	342,171	360,000
Operating Budget	293,236	343,000	342,171	360,000
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 293,236	\$ 343,000	\$ 342,171	\$ 360,000

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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.200.549.5491 Contracted Services	\$ 274,644	\$ 325,000	\$ 307,757	\$ 318,000
01.200.549.5849 Parking Sales Tax	11,659	-	25,090	24,000
01.200.549.5564 Repairs and Maintenance	6,933	18,000	9,324	18,000
01.200.549.5564 Capital-parking meters	-	-	-	-
	\$ 293,236	\$ 343,000	\$ 342,171	\$ 360,000

EXPENDITURE DETAIL – PARKING

#	Computation/Explanation	Amount
5491	Parking administration Contract	318,000
5849	Parking Sales Tax	24,000
5564	Repairs and Maintenance	18,000
5564	Parking meters	-
		\$ 360,000

EXPENDITURE SUMMARY – COMMUNITY DEVELOPMENT ADMINISTRATION

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ 350,852	\$ 407,883	\$ 414,929	\$ 414,891
Materials, Supplies & Services	22,917	105,900	69,550	149,900
Operating Budget	373,770	513,783	484,478	564,791
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 373,770	\$ 513,783	\$ 484,478	\$ 564,791

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, and 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 regulation matters and other matters as assigned. Activity goals for the department include: promote health, safety and welfare of 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 FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
01.230.515.5120 Salaries	\$ 257,819	\$ 288,223	\$ 301,371	\$ 293,474
01.230.515.5140 Overtime	60	-	-	-
01.230.515.5210 Social Security	19,720	22,049	23,168	22,451
01.230.515.5220 Retirement	24,037	28,822	29,490	29,347
01.230.515.5238 Life, Health & Disability	49,216	68,789	60,899	69,619
01.230.515.5374 Neighborhood Landscaping	6,174	12,500	22,796	12,500
01.230.515.5400 Travel/Training/Meals	6,951	10,000	8,796	10,000
01.230.515.5410 Telephone & Communications	1,161	400	1,712	400
01.230.515.5455 Professional Services	2,728	70,000	29,083	70,000
01.230.515.5943 Emergency & Floodplain Mgmt	-	-	-	19,000
01.230.515.5700 Geographic Information System	-	-	-	25,000
01.230.515.5950 Environmental Educ. & Restoration	2,160	4,000	1,694	4,000
01.230.515.5464 Equipment	1,683	5,000	2,086	5,000
01.230.515.5950 Miscellaneous Expenses	-	500	190	500
01.230.515.5540 Memberships and Dues	2,061	3,500	3,193	3,500
	\$ 373,770	\$ 513,783	\$ 484,478	\$ 564,791

EXPENDITURE SUMMARY – BUILDING AND SAFETY

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ 85,063	\$ 84,682	\$ 85,554	\$ 87,519
Materials, Supplies & Services	243,320	228,900	304,332	228,900
Operating Budget	328,383	313,582	389,887	316,419
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 328,383	\$ 313,582	\$ 389,887	\$ 316,419

Department Description, Goals and Objectives

The Building and Safety Division is dedicated to public safety 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 FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
01.235.515.5120 Salaries	\$ 59,623	\$ 59,568	\$ 59,797	\$ 60,759
01.235.515.5210 Social Security	4,561	4,556	4,575	4,648
01.235.515.5220 Retirement	5,962	5,957	5,980	6,076
01.235.515.5238 Life, Health & Disability	14,917	14,600	15,203	16,036
01.235.515.5400 Travel/Training/Meals	50	1,500	-	1,500
01.235.515.5410 Telephone & Communications	1,012	900	1,360	900
01.235.515.5535 Inter-local - Lee County	44,836	46,000	44,836	46,000
01.235.515.5601 Fees Collected & Remitted to Lee County	196,926	180,000	257,801	180,000
01.235.515.5540 Membership and Dues	496	500	335	500
	\$ 328,383	\$ 313,582	\$ 389,887	\$ 316,419

EXPENDITURE DETAIL – BUILDING AND SAFETY

#	Computation/Explanation	Amount
5120	Salaries Building Safety Services Coordinator 60,759	60,759
5210	Social Security (7.65% of full and part-time wages)	4,648
5220	Retirement - 10% annual contribution per employee	6,076
5238	Life, Health & Disability Insurance	16,036
5400	Travel/Training/Meals	1,500
5410	Telephone and Communications Cell phone	900
5532	Contracted Services/Inter-local @ \$3,833 per mo County Building Code and Development review	46,000
5601	Fees Collected and Remitted to Lee County	180,000
5540	Memberships and Dues - ICC membership	500
		\$ 316,419

EXPENDITURE SUMMARY – CODE COMPLIANCE

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

Expenditure Category	Actual	Budget	Unaudited	Budget
	FY 12	FY 13	FY13	FY 14
Personnel Costs	\$ 103,429	\$ 107,512	\$ 119,601	\$ 154,716
Materials, Supplies & Services	16,949	23,670	16,838	23,670
Operating Budget	120,378	131,182	136,439	178,386
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 120,378	\$ 131,182	\$ 136,439	\$ 178,386

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	Budget	Unaudited	Budget
		FY 12	FY 13	FY13	FY 14
01.236.515.5120	Salaries	\$ 72,149	\$ 75,100	\$ 78,135	\$ 100,500
01.236.515.5140	Overtime	1,446	-	5,162	-
01.236.515.5210	Social Security	5,644	5,745	6,376	7,688
01.236.515.5220	Retirement	6,885	7,510	7,862	7,660
01.236.515.5238	Life, Health & Disability	17,306	19,157	22,065	38,868
01.236.515.5400	Travel/Training/Meals	747	1,000	2,515	1,000
01.236.515.5410	Telephone & Communications	380	420	478	420
01.236.515.5453	Equipment Maint. & Supplies	608	2,000	311	2,000
01.236.515.5540	Memberships and Dues	1,119	2,000	280	2,000
01.236.515.5950	Miscellaneous Expenses	1,508	1,250	1,780	1,250
01.236.515.5631	Special Master/Outside Attorney	12,587	17,000	11,473	17,000
		\$ 120,378	\$ 131,182	\$ 136,439	\$ 178,386

EXPENDITURE SUMMARY – LPA

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

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	3,372	18,300	2,358	18,300
Operating Budget	3,372	18,300	2,358	18,300
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 3,372	\$ 18,300	\$ 2,358	\$ 18,300

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 FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
01.270.515.5652	LPA Minutes	\$ 1,795	\$ 2,900	\$ 1,501	\$ 2,900
01.270.515.5657	LPA Miscellaneous	877	1,000	108	1,000
01.270.515.5658	LPA Training	700	2,400	750	2,400
01.270.515.5791	Historical Preservation	-	12,000	-	12,000
		\$ 3,372	\$ 18,300	\$ 2,358	\$ 18,300

EXPENDITURE DETAIL – LPA

#	Computation/Explanation	Amount
5652	LPA meeting minutes	2,900
5657	LPA Miscellaneous	1,000
5658	LPA Training	2,400
5791	Historical Preservation	12,000
		\$ 18,300

Department	Category	2013 Actual	2014 Budget	2014 Estimate
Police	Police	1,234,567	1,234,567	1,234,567
Fire	Fire	987,654	987,654	987,654
Public Works	Public Works	543,210	543,210	543,210
Administration	Administration	321,098	321,098	321,098
Library	Library	109,876	109,876	109,876
Community Development	Community Development	87,654	87,654	87,654
Health	Health	65,432	65,432	65,432
Recreation	Recreation	43,210	43,210	43,210
Other	Other	21,098	21,098	21,098
Total	Total	3,210,987	3,210,987	3,210,987

OTHER FUNDS

Department	Category	2013 Actual	2014 Budget	2014 Estimate
Police	Police	1,234,567	1,234,567	1,234,567
Fire	Fire	987,654	987,654	987,654
Public Works	Public Works	543,210	543,210	543,210
Administration	Administration	321,098	321,098	321,098
Library	Library	109,876	109,876	109,876
Community Development	Community Development	87,654	87,654	87,654
Health	Health	65,432	65,432	65,432
Recreation	Recreation	43,210	43,210	43,210
Other	Other	21,098	21,098	21,098
Total	Total	3,210,987	3,210,987	3,210,987

GAS TAX – REVENUE AND EXPENDITURES

Fund: Gas Tax Fund 11
 Department: Gas Tax Fund
 Division: _____
 Division #: _____

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	158,142	469,135	140,525	260,135
Operating Budget	158,142	469,135	140,525	260,135
Capital Outlay (transfer)	66,578	-	57,910	-
	-	-	-	-
Total Budget	\$ 224,721	\$ 469,135	\$ 198,435	\$ 260,135

Department Description, Goals and Objectives

Gas Tax Fund is used to account for gas taxes and other resources dedicated to road related projects. Transfers to capital projects fund will accomplish long-term road related capital projects.

Revenue: \$ 333,383

		Gas Tax Fund			
		Actual FY 12	Budget FY 13	Unaudited FY13	Budget FY 14
11.300.541.5411	Road Surveys	\$ 3,724	\$ 25,000	\$ 6,000	\$ 25,000
11.300.541.5412	Traffic Control	47,380	50,000	37,810	50,000
11.300.541.5413	Trolleys	13,817	235,000	4,417	26,000
11.300.541.5461	Bridge Maintenance	20	8,335	2,241	8,335
11.300.541.5831	Street Lighting Utilities	54,498	61,800	56,750	61,800
11.300.541.5832	Street Lighting Repairs	2,433	64,000	4,369	64,000
11.300.541.5833	Traffic signal maintenance	3,853	15,000	3,205	15,000
11.300.541.5853	Road Repair and Maintenance	23,103	10,000	14,270	10,000
11.300.541.5865	Transfer out	66,578	-	57,910	-
11.300.590.5533	Bank Charges	9,315	-	11,464	-
		\$ 224,721	\$ 469,135	\$ 198,435	\$ 260,135

BEACH RENOURISHMENT – REVENUE AND EXPENDITURES

Fund: Beach Renourishment 06
 Department Beach Renourishment
 Division _____
 Division # _____

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	-	20,000	111,366	-
Operating Budget	-	20,000	111,366	-
Capital Outlay	301,502	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 301,502	\$ 20,000	\$ 111,366	\$ -

Department Description, Goals and Objectives

Beach Renourishment Fund is used to account for funds used to renourish the Beach in order to ensure the long-term recreational and economic vitality of the Beach. There are no expenses anticipated for this fund other than transfers to the Capital Projects Fund for costs associated with the Beach renourishment project.

Revenue: \$ 21,200

		Beach Renourishment			
		Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
06.000.590.5533	Bank charges/Projects	\$ -	\$ 20,000	\$ 111,366	\$ -
06.000.590.5995	Transfer to General Fund	301,502	-	-	-
		<u>\$ 301,502</u>	<u>\$ 20,000</u>	<u>\$ 111,366</u>	<u>\$ -</u>

BEACH ACCESS – REVENUE AND EXPENDITURES

Fund: Beach Access 09
 Department Beach Access
 Division _____
 Division # _____

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ 43,450
Materials, Supplies & Services	360,154	803,732	597,245	887,109
Operating Budget	360,154	803,732	597,245	930,559
Capital Outlay				
Non-Operating Budget	-	-	-	-
Total Budget	\$ 360,154	\$ 803,732	\$ 597,245	\$ 930,559

Department Description, Goals and Objectives

Beach Renourishment Fund is used to account for funds used to renourish the beach in order to ensure the long-term recreational and economic vitality of the Beach. There are no expenses anticipated for this fund other than transfers to the Capital Projects Fund for costs associated with the beach renourishment project.

Revenue: \$ 930,559

Beach Access				
	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
09.000.513.5120 Beach Access Salaries	\$ -	\$ -	\$ -	\$ 43,450
09.000.530.5950 Beach Access Contract Labor	-	104,880	22,116	38,400
09.000.541.5464 Beach Access Equipment	10,603	30,257	19,043	98,257
09.000.541.5955 Beach Raking	-	30,000	311	33,000
09.000.572.5462 Beach Access Maint. & Repairs	83,351	171,438	89,695	133,718
09.000.572.5465 Beach Access ADA Reconstruction	-	-	-	-
09.000.572.5843 Beach Access Horticultural & Solid Waste	18,068	57,000	25,818	33,000
09.000.513.5353 Beach Access Operating Supplies	258	51,978	126	50,614
09.000.531.5431 Beach Access Utilities	626	4,260	402	7,600
09.000.513.5334 Mound House Contracted Services	27,546	57,000	18,552	20,600
09.000.513.5353 Mound House Operating Supplies	3,925	3,250	1,010	2,950
09.000.530.5346 Mound House Repairs & Maint.	827	9,000	11,295	21,125
09.000.531.5433 Mound House Utilities	4,782	5,500	4,367	6,500
09.000.513.5335 Newton Park Contracted Services	29,788	20,000	25,154	21,800
09.000.513.5510 Newton Park Operating Supplies	1,333	3,750	490	3,600
09.000.530.5348 Newton Park Repairs & Maint.	619	12,000	3,632	22,775
09.000.531.5434 Newton Park Utilities	4,055	10,000	4,195	6,500
09.000.590.5950 Miscellaneous Expenses	2	-	136	-
09.000.591.5995 Transfer to General fund	174,372	233,419	370,902	386,670
	<u>\$ 360,154</u>	<u>\$ 803,732</u>	<u>\$ 597,245</u>	<u>\$ 930,559</u>

PARK IMPACT – REVENUE AND EXPENDITURES

Fund: Park Impact Fees 05
 Department: Park Impact Fees
 Division: _____
 Division #: _____

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	2,266	750	2,914	2,600
Operating Budget	2,266	750	2,914	2,600
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 2,266	\$ 750	\$ 2,914	\$ 2,600

Department Description, Goals and Objectives

Park Impact Fees Fund is used to account for funds and other resources dedicated to park related improvement projects. Park Impact Fees may be transferred to the Capital Projects Fund for Parks related projects.

Revenue \$ 12,000

		Park Impact Fees			
		Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
05.000.590.5533	Bank Charges/Projects	\$ 2,266	\$ 750	\$ 2,914	\$ 2,600
		\$ 2,266	\$ 750	\$ 2,914	\$ 2,600

ROAD IMPACT – REVENUE AND EXPENDITURES

Fund: Road Impact Fees 04
 Department: Road Impact Fees
 Division: _____
 Division #: _____

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	4,023	31,000	7,409	6,000
Operating Budget	4,023	31,000	7,409	6,000
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ 4,023	\$ 31,000	\$ 7,409	\$ 6,000

Department Description, Goals and Objectives

Park Impact Fees Fund is used to account for funds and other resources dedicated to park related improvement projects. Park Impact Fees may be transferred to the Capital Projects Fund for Parks related projects.

Revenue \$ 25,000

		Park Impact Fees			
		Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
04.000.590.5533	Bank Charges/Projects	\$ 4,023	\$ 31,000	\$ 7,409	\$ 6,000
		\$ 4,023	\$ 31,000	\$ 7,409	\$ 6,000

EMERGENCY MANAGEMENT– REVENUE AND EXPENDITURES

Fund: Emergency Preparedness 12
 Department Emergency Preparedness
 Division _____
 Division # _____

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	-	1,000	-	-
Operating Budget	-	1,000	-	-
Capital Outlay	-	-	-	-
Non-Operating Budget	-	-	-	-
Total Budget	\$ -	\$ 1,000	\$ -	\$ -

Department Description, Goals and Objectives

This fund will account for payments during a declared emergency. The Town Council must specifically authorize any expenditures from this fund. A transfer from the General Fund unrestricted fund balance established this fund. Interest earned in future years will accrue to the Emergency Preparedness fund balance.

Revenue: \$ 2,500

		Emergency Management			
		Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
12.000.525.5346	Emergency Repairs	\$ -	\$ 1,000	\$ -	\$ -
		<u>\$ -</u>	<u>\$ 1,000</u>	<u>\$ -</u>	<u>\$ -</u>

CAPITAL PROJECTS FUND – REVENUE AND EXPENDITURES

Fund: Capital Projects 13
 Department: Capital Projects
 Division: _____
 Division #: _____

Expenditure Category	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
Personnel Costs	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	311,730	3,847,678	401,099	6,201,057
Operating Budget	311,730	3,847,678	401,099	6,201,057
Capital Outlay	-	2,900,000	134,962	5,520,000
Non-Operating Budget	-	-	-	-
Total Budget	\$ 311,730	\$ 6,747,678	\$ 536,061	\$ 11,721,057

Department Description, Goals and Objectives

The Capital Projects fund was developed in the 2008 FY to account for the North Estero Rehab project. For the current year, the Capital projects fund will include all Town-wide capital projects and will reflect the adopted CIP.

Revenue:

Transfer In from General Fund (Mound House Restoration)	\$ 500,000
Water Utility Improv. - Bond Proceeds	\$ 5,520,000
All Other-Gas Tax Fund, General Fund, Grants	6,201,057
	<u>\$ 12,221,057</u>

Capital Projects Fund

	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
13.000.541.5414 Stormwater Master Plan Implementation	\$ 17,200	\$ 1,000,000	\$ 41,786	\$ 1,250,000
13.000.541.5459 Basin Based Project HMPG 1609	-	599,400	-	1,000,000
13.000.541.5432 Comfort Stations	-	15,000	-	60,000
13.000.541.5844 Solid Waste Transfer Station	-	-	-	45,900
13.000.399.3709 North Estero	29,367	250,000	16,124	600,000
13.000.541.5460 Coastal Management Plan	-	-	-	90,000
13.000.541.5960 Beach and Bay Access Improvements	-	209,396	-	99,800
13.000.541.5474 Laguna Shores	102,141	-	166,858	-
13.000.541.5464 Bay Oaks Partitions, Stor. Bldg, Backstop	-	24,500	-	24,500
13.000.541.5467 Mound House	136,605	1,125,457	20,014	1,055,457
13.000.541.5469 Newton Park	-	144,925	23,223	71,850
13.000.541.5475 Newton Park Seawall	-	-	-	158,000
13.000.541.5476 Newton Park Shade Structure	-	-	-	32,300
13.000.541.5961 Public Dock	-	15,000	-	35,000
13.000.541.5962 Time Square Paver Replacement	-	185,000	-	185,000
13.000.573.5779 WCIND Kayak Shed	6,406	-	118,634	-
13.000.573.5794 Mound House Observation Pier	-	-	14,460	-
13.000.541.5963 Multi Modal Improvements	-	95,000	-	880,000
13.000.573.5782 Road Repair & Maintenance	20,011	180,000	-	180,000
13.000.541.5959 Public Parking Improvements	-	-	-	60,000

CAPITAL PROJECTS FUND

Capital Projects Fund (continued)

	Actual FY 12	Budget FY 13	Unaudited FY 13	Budget FY 14
13.000.541.5965 Purchases - Time Square - Clock Improvements	-	-	-	7,000
13.000.541.5966 Purchases - Time Square - Lights/Fixtures/Electric	-	-	-	43,250
13.000.541.5701 Purchases - Vehicles - 2 Fuso's (replacements)	-	-	-	130,000
13.000.541.5702 Purchases - Vehicles - Lift Truck (replacement)	-	-	-	30,000
13.000.541.5703 Purchases - Sweeper (replacement)	-	-	-	37,000
13.000.541.5704 Purchases - Vehicle - SUV (replacement)	-	-	-	32,000
13.000.541.5705 Purchases - Vehicle - Light Duty (replacement)(PW)	-	-	-	18,000
13.000.541.5706 Purchases - Vehicle - Light Duty (new)(CD)	-	-	-	18,000
13.000.541.5707 Purchases - Utility Vehicle (new)(CD)	-	-	-	12,000
13.000.541.5708 Purchases - Vehicle - Light Duty (new)(PW)	-	-	-	18,000
13.000.541.5970 Purchases - Project Camera/Computers/GPS	-	4,000	-	10,000
13.000.573.5700 Purchases - Light Duty vehicle (water utility)	-	-	-	18,000
13.000.541.5971 Water Utility Improvements - Phase I and IA	-	2,500,000	134,962	2,420,000
13.000.541.5972 Water Utility Improvements - Phase II	-	200,000	-	2,700,000
13.000.541.5973 Water Utility Improvements - Phase III	-	200,000	-	400,000
	<u>\$ 311,729</u>	<u>\$ 6,747,678</u>	<u>\$ 536,061</u>	<u>\$ 11,721,057</u>

WATER UTILITY ENTERPRISE FUND – REVENUES AND EXPENDITURES

Revenues	Actual FY 2011-2012	Budget FY 2012-2013	Unaudited FY 2012-2013	Budget FY 2013-2014
Miscellaneous Revenues	\$ 9,357	\$ 8,000	\$ 21,353	\$ 5,000
Sewer Administrative Fee	-	-	17,092	-
Interest Income	3,756	2,300	3,670	3,000
Tap in Charges/Other Customer Charges	11,561	16,000	39,920	18,000
Establish Service Charge	13,746	4,000	13,776	8,000
Trip Charges	1,334	800	1,060	1,000
Reconnection Fees	3,710	3,200	2,263	2,000
Overpayments	-	-	-	-
Fire Service	12,384	10,000	12,596	12,000
Water	3,426,096	3,393,300	3,517,351	3,567,562
Water - Late Charges	12,825	11,000	12,364	11,000
Water - Administration	102,869	90,000	104,362	94,000
Deposits	-	-	-	-
Water - Capital Reserves	317,922	310,000	322,955	310,000
Water Impact Fees	13,844	-	21,956	-
Total Revenues	\$ 3,929,404	\$ 3,848,600	\$ 4,090,716	\$ 4,031,562

Expenditures	Actual FY 2011-2012	Budget FY 2012-2013	Unaudited FY 2012-2013	Budget FY 2013-2014
Salaries	\$ 34,740	\$ 40,947	\$ 41,105	\$ 41,766
FICA	2,658	3,132	3,145	3,195
Retirement	3,474	4,095	4,110	4,177
Life, Health & Disability	7,447	9,313	9,489	10,057
Administrative Expense	93,000	190,944	190,986	201,363
Professional Services	1,120	148,000	-	78,000
Accounting & Auditing	22,500	-	15,889	25,000
Other Contractual Services	18,490	93,500	24,985	53,000
Utility Services	39,400	46,000	42,822	46,000
Insurance	80,000	80,000	80,000	80,000
Repair and Maintenance	295,745	452,000	279,308	392,500
Other Current Charges	3,123	4,700	2,776	4,700
Office Supplies	-	5,437	659	1,000
Operating Supplies	26,603	19,000	23,196	19,000
Capital Additions/Operations Equipment	23,001	198,000	-	218,000
Depreciation Expense	283,631	222,737	290,492	222,737
Travel/Training/Meals	-	3,000	-	3,000
Professional Services Management	467,083	468,250	509,957	471,587
Security Deposit Refunds	-	-	-	-
Bank Charges	26,499	16,000	28,558	16,000
Membership and Dues	545	600	545	600
Bulk Water Agreement	1,464,406	1,340,787	1,481,847	1,376,318
Professional Services - Legal	-	50,000	16,884	50,000
Capital Improvements	-	100,000	-	-
Reserve - Capital Improvements	-	107,050	134,962	310,000
Notes Payable - Interest	60,034	65,108	52,026	35,838
Notes Payable - Principal	-	180,000	-	180,000
Total Expenses	\$ 2,953,501	\$ 3,848,600	\$ 3,233,740	\$ 3,843,838

GLOSSARY

GLOSSARY OF TERMS

Ad Valorem	Revenue generated by placing a tax on the value of real and personal property that is subject to taxation, as defined by Florida statutes.
Annual Budget	A budget applicable to a single fiscal year.
Appropriation	A legal authorization granted by a legislative body (e.g. the Council) to incur obligations and make expenditures for specific purposes.
Assessed Valuation	The valuation of real and personal property established by the Property Appraiser as the basis for levying taxes.
Budget	A fiscal plan of operation. The budget is comprised of proposed expenditures and proposed revenues together with specific authorizations and restrictions as appropriate. It also includes the current and prior fiscal period history. The budget quantifies executive and legislative objectives and provides a means to measure performance. As a guide for operations, the budget changes over time in response to changes in conditions. The budget embodies public policy and provides insight into how the policy will be implemented.
Balanced Budget	Total expenditures and other financing (uses) are equal to the total revenues and other financing (sources), resulting in no change to fund balance.
Capital Outlay	Expenditures for capital items such as equipment, machinery or vehicles greater than \$1,000 or more and a useful life in excess of one year.
Capital Improvement Plan	All capital expenditures planned for the next five years. The program specifies both proposed projects and the resources estimated to be available to fund the expenditures.
Charges for Services	This refers to a revenue source for a program which is attributable to a particular service provided. An example would be revenue for the water utility based upon the use of water by a customer.
CDBG	Community Development Block Grant is a grant program administered by the U.S. Department of Housing and Urban Development. The Town participates to provide After School programs and Senior Citizen programs.
Contingency	An appropriation of funds to cover unforeseen expenses that occur during the budget year.
Debt Service	Payment of principal and interest related to debt.
Department	An organizational unit responsible for carrying out a major governmental function, such as Finance or Public Works.

GLOSSARY OF TERMS

Expense	A decrease in net total assets. Expenses represent the total cost of operations during a fiscal period. The cost of goods delivered or services rendered, debt service and capital outlay.
Fiscal Year	The annual period applicable to the annual operating budget. The Town's standard fiscal year runs from October 1 through September 30.
FPAN	Florida Public Archaeology Network
Fund	A fiscal and accounting entity which is comprised of a self-balancing set of accounts which reflect all assets, liabilities, equity, revenue and expenses necessary to disclose financial position and the results of operations. Generally, the number of individual funds should be kept at the lowest number which allows effective and efficient management, with activities which are similar in nature and purpose accounted for in the same fund.
General Fund	The fund used to account for both general government activities and those activities not required to be accounted for in another fund.
GIS	Geographical Information System.
Homestead Exemption	A state program which deducts up to \$50,000 from the gross value of the primary residential real estate property occupied by a Florida resident in order to determine the net taxable value.
Infrastructure	The equipment, facilities and other capital improvements necessary to provide services.
Intergovernmental Revenues	Revenues from other governments in the form of grants, entitlements, shared revenues and payments in lieu of taxes.
LAN	Local Area Network. Multiple computers connected by a communications system which enables them to share data.
Millage Rate	The ad valorem tax rate expressed in terms of the levy per thousand dollars of taxable assessed value.
Modified Accrual	Under the modified accrual basis of accounting, revenues are recognized when they are both measurable and available.
Non-Department	Functions and accounts which are not directly related to a department's primary service activities or which are separate from departmental operations for control purpose. (See General Services)
Objective	A clear statement of what a program is intended to achieve in the short-term, given a certain set of resources.
Other Revenues	Includes miscellaneous revenue items and often are interest earnings on invested fund balances.

GLOSSARY OF TERMS

Personal Services	Salaries, wages and fringe benefits such as overtime, pension, workers' compensation and insurance for employees.
Program	A program consists of clearly defined resources applied towards achieving a specific public goal.
Revenue	Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.
Right-of-Way (R.O.W.)	Strip of land over which facilities such as highways, railroads or power lines are built.
Rolled Back Rate	The millage rate which, exclusive of new construction, will provide the same property (ad valorem) tax revenue for each taxing entity as was levied during the prior year. The roll back rate controls for changes in the market value of property and represents "no tax increase". The only source of additional tax revenue, if the rolled-back rate is levied, is the tax upon new construction. Depending upon the circumstances, the rolled back rate may be higher than prior years.
Special Revenue Fund	A fund used to account for the proceeds of specific revenue sources (other than special assessments or expendable trusts) which are legally restricted to expense for specified purposes.
Transfers	Budget amounts transferred from one fund, one program, one unit, or one line item to another to assist in financing the service of the recipient fund, program, unit or line item.
Truth in Millage Law (TRIM)	A 1980 Florida law which changed the budget process for local taxing governments. It was designed to keep the public informed about the taxing intentions of the various taxing authorities.
User Fee	Fee charged for the use of certain municipal services

NOTES

