



*Town of
Fort Myers Beach
FY 2012
Preliminary Budget*

JUNE 20, 2011

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The proposed budget for our next fiscal year will include some recommendations for changes to the structure of our municipal organization. Those changes are presented with several goals in mind. Of significant importance is the fiscal impact any change will have upon our budget, but the concerns go much further than that. It is vital that decisions and actions contribute to the efficiency of our operations and lead us to effective outcomes. Change just for the sake of change is a perilous undertaking at best and must be avoided.

Any outcome should be geared toward providing a municipal service that is vital to the quality of life in our community. Residents, property owners and businesses in municipal communities throughout the nation have validated time and again that they willingly support services when they perceive desired outcomes are being achieved and they are receiving a recognizable value for the cost of their support. When one examines the list of many services provided by the Town, then includes the quality of those services and weighs this against the cost in comparison to any other taxing entity providing services in the community, we are confident that our outcomes and value are superior.

As we move into development of the Town's budget for the 2011-2012 fiscal year, it will be helpful to first examine some of the accomplishments for the current year to date. This will provide some context to more fully understand what the Town will be facing in the coming year.

The Town initiated an action to legally validate the previous referendum vote that authorized the expenditures that will be necessary to rebuild and upgrade the Town's potable water system. The Bond Validation Hearing was successful and the Town may now move forward with this major undertaking. The total project will be broken into phases and is expected to take 4-6 years for completion, with an expected total project cost of \$12-15 million.

The Town successfully completed the North Estero Boulevard project. It included replacement of the potable water main piping, storm water infrastructure and an upgrade of the roadway and its landscaping. This project has been well received by everyone and it is acknowledged as having added great value to our community. The Town believes it has established a benchmark by which Lee County can draw upon as it begins its work to design and initiate a similar project along the remaining length of Estero Boulevard which falls under the County's jurisdiction. It is vital that the County initiate this work as it will affect our potable water system project.

We negotiated a ten percent (10%) annual cost reduction in the three year lease for the Town Hall building. This not only reduces our cost, but achieving the lease now gives the Town the time it needs to work toward finding and acquiring a permanent Town Hall property it can own. This is a priority established by our Mayor and Town Council.

An Evaluation and Appraisal Report project is now underway that is geared toward an assessment and revision of the Town's Comprehensive Plan. This effort is a singularly important event for our Town as it will determine the framework to be used by us in guiding any future development or re-development that will take place.

The Beach Re-nourishment project is now underway and will hopefully be completed before the end of this current fiscal year. It is a smaller project than that which was initially envision and encompasses the beach area from Bowditch Point southward to include the beachfront abutting the new Crescent Beach Family Park. The smaller project leaves approximately \$1 million within the Beach Re-nourishment fund and available for use as the Council may direct.

While these items are by no means a complete list of the Town's accomplishments during this fiscal year, it does provide a framework to enable the public to more fully understand the efforts and success of its government and to also set the stage for better understanding of the 2011-2012 proposed fiscal year budget.

BUDGETARY EXPENDITURES INFORMATION

Please be aware that the proposed budget document that accompanies this message is one that has not yet been changed or reduced by the Town Manager and Finance Director. Each department was tasked with identifying budget items worthy of possible inclusion in the budget. While many such items may qualify as worthy, available funding will not afford us the luxury of including each and every one of them. Do not be alarmed that a gap exists between available revenues and the departmental budget request that are included.

What you have is the initial recommendations coming from each department. This is done so that the Mayor and Council may have input on the full range of proposals presented by staff. In this way, you will have the opportunity to speak to your preference for retaining, reducing or removing any program, project or capital expenditure. Whatever the outcome of your direction, this manager and the Finance Director are fully prepared to complete the final work necessary to align expenditures with revenues.

BUDGETARY REVENUES INFORMATION

We have the Preliminary Valuation Data from the Lee Property Appraiser's Office and find that total property valuation for the town has decreased about 6.8 % from the previous fiscal year. This is subject to change in either an upward or downward direction over the coming months as the Property Appraiser more fully refines the accuracy of his organization's work. Judging from past years, we do not expect any significant shift in either direction.

A word here about millage rates may be helpful. A millage rate by itself does not tell much of anything with regard to what the public will pay in taxes. Millage rates are a part of a formula that is used to calculate what a property owner will ultimately pay in taxes on a given property. The value of a property and more importantly, the Taxable Value is the other important component of the formula. Therefore, if a property's taxable value is unchanged from one year to the next, in order to collect the same dollar amount of taxes, the millage rate will also remain unchanged. If a property's value increases, then the millage can be adjusted downward to collect the same dollars and conversely, a decrease in property value would require an upward shift in millage to achieve that outcome.

Should the final budget provide for an increase in expenditures, then an upward shift of the millage rate will be required. If the decision is to work with the same tax revenue level as the current fiscal year, an upward millage rate adjustment will still be necessary. While millage rates are important within the context of mathematical formula, it is the dollar amount of taxes that is the most vital consideration.

The other major component of the General Fund revenues is State Shared Revenues. This revenue source has experienced substantial downward shifts over the past several years with a more general leveling over the past two. We do not yet have those revenue projections from the State so we have estimated it at the prior year's revenues.

CONCLUSION

The budgetary process is one in which the budget document evolves. That process envisions the presentation of various proposals that will be dissected, analyzed and prioritized in a careful and thoughtful manner to arrive at a final product that enables the Town to achieve that dual objective of a budget that is balanced while at the same time; it addresses as many important issues as is possible. As a reminder, our initial general fund budget for last year had an approximate \$850,000 gap between estimated revenues and expenditures which is greater than the \$723,810 gap (*page 10*) for this budget.

We are fortunate to be in a community that enjoys a very good quality of life. We understand however that there is much to do toward enhancing that quality of life over the next several years. The good news is that the Town Council has demonstrated an ability to get things done and is building a reputation as a group that can be trusted to produce positive outcomes on important community issues.

Your staff pledges to work closely with you in achieving the outcomes you will determine to be important for this year's budget. Thank you for that opportunity.

Sincerely,

Terrance "Terry" Stewart
Town Manager

June 15, 2011

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 2012 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 2012 which begins on October 1st, 2011 and ends September 30th, 2012.

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* of the (GFOA).

GOVERNMENTAL FUND TYPES

General Fund is the major operating fund of the City. 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
- Community Development
- Cultural Resources

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. Special Revenue Funds include:

- Gas Tax
- Road Impact
- Park Impact
- Beach Nourishment
- Beach Access
- Emergency Management

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
Telephone: (239) 533-8100 -- Facsimile: (239) 533-3160
www.tbcpa.org

Physical Address: 2480 Thompson Street
Fort Myers, Florida 33907-3074

June 1, 2011

TOWN OF FORT MYERS BEACH 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 2011 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.

\$2,462,249,000

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,

Kenneth M. Wilkinson, CFA
Lee County Property Appraiser

1999 Helms Award - 1998 Republican Party of Florida Local Government "Starman of the Year" Award
1997 AAO Year Distinguished Appraiser Jurisdiction Award - 1994 National Association of Counties Achievement Award
1989 IAAO Public Information Award

FORT MYERS BEACH HISTORICAL TAX RATES AND PROCEEDS

TOWN OF FORT MYERS BEACH, FLORIDA
Taxable value, Millage Rates and Taxes levied since incorporation

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	2,640,811,654	0.9144	2,414,757
2011 est	2,462,249,000	0.9807	2,414,757

*6.8% decrease which will
require the millage rate to
increase to .9807 to net the
same amount of taxes as 2010*



The *Distinguished Budget Presentation Award* represents a significant achievement by the Town. It reflects the commitment of the governing body and staff to meet the highest principles of governmental budgeting. In order to receive the budget award, the entity must satisfy nationally recognized guidelines for effective budget presentation.

GENERAL FUND

PRELIMINARY GENERAL FUND SUMMARY OF REVENUES, EXPENDITURES AND FUNDING GAP

	Budget 2010-11	Requested 2011-12	Preliminary 2011-12
Revenues			
Property Taxes	\$ 2,426,613	\$ 2,414,757	\$ 2,414,757
Franchise Fees	72,000	72,000	72,000
Sales Tax	454,704	454,704	454,704
Utilities Tax	8,000	8,000	8,000
Other Taxes	782,473	782,473	782,473
Short Term Rentals	66,000	24,000	24,000
Licenses & Permits	166,721	311,569	311,569
Fines & Forfeitures	68,000	62,000	62,000
Operating Grants	274,430	132,520	132,520
Charges for Service	618,500	474,500	474,500
Interest	117,500	59,000	59,000
Miscellaneous Revenues	256,295	253,650	253,650
Transfers	275,018	355,000	355,000
TOTAL REVENUES	\$ 5,586,254	\$ 5,404,173	\$ 5,404,173
Expenditures			
Town Council	\$ 149,542	\$ 120,392	\$ 120,392
Committees	10,400	10,400	10,400
Town Manager	205,330	260,299	260,299
Town Clerk	198,164	215,737	215,737
General Services	783,528	803,576	803,576
Legal Services	190,000	190,400	190,400
Financial Services	255,463	253,327	253,327
Public Works Administration	346,534	427,510	427,510
Parks and Recreation	840,076	969,885	969,885
Maintenance	586,804	727,796	727,796
Times Square	70,900	94,900	94,900
Maritime	188,009	222,989	222,989
Parking	311,601	362,000	362,000
Community Development Admin.	473,388	529,353	529,353
Building Division	398,220	541,390	541,390
Code Compliance	172,634	159,235	159,235
LPA	38,895	8,300	8,300
Mound House	170,716	214,494	214,494
Newton Project Administration	12,700	16,000	16,000
FPAN Program (net)	183,350	-	-
TOTAL EXPENDITURES	\$ 5,586,254	\$ 6,127,983	\$ 6,127,983
 Revenues over (under) Expenditures	 \$ -	 \$ (723,810)	 \$ (723,810)

ESTIMATED REVENUES BY SOURCE

<i>Revenues</i>	ADOPTED FY 2011 Budget	PROPOSED FY 2012 Budget
Ad Valorem Taxes - rate @ .9807	\$ 2,426,613	\$ 2,414,757
Gas Utility Tax	8,000	8,000
Farmers Market	7,000	5,750
Solid Waste Franchise	72,000	72,000
Communications Service Tax	672,300	672,300
Local Business Tax	10,000	1,000
State Revenue Sharing	110,173	110,173
Mobile Home Licenses	20,000	20,000
Alcoholic Beverage License	27,500	27,500
Sales Tax	454,704	454,704
Special Event Permits	1,000	1,500
Other Misc. Revenue	50,000	50,000
Donations and Program fees- Mound House	-	9,000
Donations - non-specific	20,000	20,000
CDBG Grant	34,500	33,500
Interest Earnings	12,500	6,500
Investment Earnings	105,000	52,500
Mooring Field Interest	800	800
Sales Tax and Impact Fees <i>(pass through to other agencies)</i>	900	5,000
Building Permit Fees	25,000	164,649
Site Review Fees	1,000	10,499
Zoning Fees	25,000	30,450
Other Licenses/Permits	8,000	8,000
Sign Permits	4,500	4,500
Short Term Rental Fees	66,000	24,000
Code Enforcement	12,000	12,000
Environmental Restoration	3,000	3,000
Neighborhood Landscape - Tree City	6,500	6,500
Other Fines & Forfeitures	56,000	50,000
Cultural Resources Merchandise	5,745	6,000
Cultural Resources Program Fees	3,000	3,000
FPAN Grant	183,350	-
Pump out services	1,500	500
Pool/Recreation Fees	160,850	160,850
WCIND Grant - Law Enforce	30,080	54,120
WCIND - Mooring Field Maintenance	-	18,400
Garbage collection- Times Square	35,000	25,000
Table Rental	37,721	37,721
Harborage User Fees	85,000	90,000
Parking Facilities	529,000	375,000
Transfer In - Investment Earnings Beach Nourishment	50,000	-
Transfer In-TDC reimbursement of Maintenance costs	135,212	150,000
Transfer In-Water Utility <i>(\$92,500 admin \$80,000 GL insurance)</i>	89,806	205,000
<i>Total General Fund</i>	\$ 5,586,254	\$ 5,404,173

General Fund Department Expenditures

Listed by Summary and Detail

EXPENDITURE SUMMARY – MAYOR AND COUNCIL

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 82,608	\$ 82,608	\$ 53,480	\$ 53,437	\$ 80,092
Materials, Supplies & Services	101,539	101,539	26,369	70,106	40,300
Operating Budget	184,147	184,147	79,849	123,543	120,392
Capital Budget	-	-	-	-	-
Total Budget	\$ 184,147	\$ 184,147	\$ 79,849	\$ 123,543	\$ 120,392

PERSONAL SERVICES DETAIL

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

Department Description, Goals and Objectives

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

Town Council		Actual	Budget	Year-to-date	Year-to-date	Budget
		2010	2011	05/2011	05/2010	2012
01.110.511.5110	Council Compensation	\$ 74,400	\$ 74,400	\$ 49,600	\$ 49,600	\$ 74,400
01.110.511.5210	Social Security	5,842	5,692	3,880	3,837	5,692
01.110.511.5341	Council Meeting minutes	7,665	5,000	3,595	5,175	5,000
01.110.511.5342	Committee minutes	3,497	900	3,700	2,385	3,000
01.110.511.5363	IT System	-	3,000	3,642	-	-
01.110.511.5400	Travel/Training/Meals	2,692	2,150	1,022	1,761	4,150
01.110.511.5410	Telephone & Communications	2,366	2,100	1,230	773	2,100
01.110.511.5446	Other Advertisements	3,723	4,500	2,457	132	4,500
01.110.511.5447	Legislative Printing & Binding	7	600	-	7	600
01.110.511.5448	Legal Advertisements	12,052	13,200	4,212	6,311	13,200
01.110.511.5490	Misc. Other Expense	6,326	7,500	511	2,486	7,500
01.110.511.5495	State Lobbyist	61,045	30,000	5,750	51,076	-
01.110.511.5540	Membership and Dues	-	500	250	-	250
		<u>\$ 179,615</u>	<u>\$ 149,542</u>	<u>\$ 79,849</u>	<u>\$ 123,543</u>	<u>\$ 120,392</u>

EXPENDITURE DETAIL – MAYOR AND COUNCIL

#	Computation/Explanation	Amount
5120	Salaries Mayor Council Members	16,800 57,600 <hr/> 74,400
		74,400
5140	Social Security (7.65% of full and part-time wages)	5,692
5341	Council meeting minutes	5,000
5342	Committee Minutes	3,000
5363	IT System	-
5400	Travel/Training/Meals Includes travel cost for Florida League of Cities quarterly meetings	4,150
5410	Communications Cell phone @ \$35.00 per month (5 x \$35 x 12)	2,100
5446	Other Advertisements	4,500
5447	Legislative Printing and Binding	600
5448	Legal Advertisements Required notices and other meeting notices.	13,200
5490	Miscellaneous Expense-items not included in other line items	7,500
5495	Professional Services - State Lobbyist	-
5540	Memberships and Dues	250
		\$ 120,392

EXPENDITURE SUMMARY – COMMITTEES

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	5,663	10,400	1,168	2,367	10,400
Operating Budget	5,663	10,400	1,168	2,367	10,400
Capital Budget	-	-	-	-	-
Total Budget	\$ 5,663	\$ 10,400	\$ 1,168	\$ 2,367	\$ 10,400

PERSONAL SERVICES DETAIL

Classification

No personnel are associated with this program

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.

		Committees				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.115.511.5620	Marine Resources Task Force	\$ 1,122	\$ 2,500	\$ 36	\$ 1,074	\$ 2,500
01.115.511.5630	Anchorage Advisory	916	2,400	982	646	2,400
01.115.511.5641	CRAB	3,616	4,500	150	647	4,500
01.115.511.5642	CelCab	9	1,000	-	-	1,000
		\$ 5,663	\$ 10,400	\$ 1,168	\$ 2,367	\$ 10,400

EXPENDITURE DETAIL – COMMITTEES

#	Computation/Explanation	Amount
5620	Marine Resources Task Force	2,500
5630	Anchorage Advisory	2,400
5641	CRAB	4,500
5642	CELCAB	1,000
		\$ 10,400

EXPENDITURE SUMMARY – TOWN MANAGER

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 162,352	\$ 190,490	\$ 104,354	\$ 164,029	\$ 245,099
Materials, Supplies & Services	2,604	14,840	4,616	1,036	15,200
Operating Budget	164,956	205,330	108,970	165,065	260,299
Capital Budget	-	-	-	-	-
Total Budget	\$ 164,956	\$ 205,330	\$ 108,970	\$ 165,065	\$ 260,299

PERSONAL SERVICES DETAIL

Classification	Current	Budget
Town Manager	1	1
Executive Assistant <i>(transferred from Community Development)</i>	0	1
	<u>1</u>	<u>2</u>

Department Description, Goals and Objectives

The Town Manager is appointed by the Town Council and is responsible for implementation and enforcement of policies and ordinances as adopted. The Manager is charged with developing a government that represents the needs of the community and provides quality, cost effective services to the public. Working closely with Department Directors, the Manager coordinates the provision 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 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.120.512.5110	Salaries & Wages	\$ 113,257	\$ 130,000	\$ 74,023	\$ 117,727	\$ 161,472
01.120.512.5210	Social Security	13,130	8,170	5,853	9,770	11,939
01.120.512.5220	Retirement	(803)	19,500	-	5,205	21,899
01.120.512.5238	Life, Health & Disability	2,826	26,820	9,844	13,189	43,789
01.120.512.5242	Other Benefits	33,942	6,000	14,634	18,138	6,000
01.120.512.5400	Travel/Training/Meals	1,628	2,500	2,192	387	2,500
01.120.512.5410	Communications	976	840	944	649	1,200
01.120.512.5540	Membership and Dues	-	1,500	1,480	-	1,500
01.120.512.5951	Contingency	-	10,000	-	-	10,000
		<u>\$ 164,956</u>	<u>\$ 205,330</u>	<u>\$ 108,970</u>	<u>\$ 165,065</u>	<u>\$ 260,299</u>

EXPENDITURE DETAIL – TOWN MANAGER

#	Computation/Explanation	Amount
5120	Salaries Town Manager 120,000 Executive Assistant <i>(transfer from Community Development)</i> 41,472 <u>161,472</u>	161,472
5210	Social Security <i>(7.65% of full and part-time wages)</i>	11,939
5220	Retirement Manager @ 12% of total compensation by contract 17,752 Executive Assistant @ 10% 4,147 <u>21,899</u>	21,899
5238	Life, health and disability <i>(Town Manager \$21,930 cash in lieu of health insurance by contract)</i>	43,789
5242	Other benefits/car allowance	6,000
5400	Travel/Training/Meals	2,500
5410	Communications Cell phone @ \$100.00 per month	1,200
5540	Memberships and dues	1,500
5951	Contingency	10,000
		\$ 260,299

EXPENDITURE SUMMARY – TOWN CLERK

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 167,621	\$ 182,879	\$ 116,683	\$ 108,371	\$ 207,237
Materials, Supplies & Services	6,100	15,285	5,209	1,261	8,500
Operating Budget	173,721	198,164	121,892	109,632	215,737
Capital Budget	-	-	-	-	-
Total Budget	\$ 173,721	\$ 198,164	\$ 121,892	\$ 109,632	\$ 215,737

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
Town Clerk <i>(position upgraded to Department Head level)</i>	1	1
Administrative Assistant	1	1
Contract Manager	1	1
	<u>3</u>	<u>3</u>

Department Description, Goals and Objectives

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

		Town Clerk				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.125.512.5110	Salaries & Wages	\$ 119,470	\$ 127,479	\$ 77,654	\$ 75,017	\$ 142,729
01.125.512.5210	Social Security	7,406	9,752	5,941	5,739	10,919
01.125.512.5220	Retirement	12,216	12,748	7,774	7,313	14,273
01.125.512.5238	Life, Health & Disability	28,529	32,900	25,314	20,302	39,316
01.125.512.5400	Software	50	-	-	50	-
01.125.512.5400	Travel/Training/Meals	735	2,600	1,401	651	4,000
01.125.512.5410	Communications	826	1,600	902	435	1,600
01.125.512.5540	Membership and Dues	275	185	135	125	400
01.125.512.5550	Municipal Code	89	10,000	-	-	1,600
01.125.512.5950	Miscellaneous	4,125	900	2,771	-	900
		<u>\$ 173,721</u>	<u>\$ 198,164</u>	<u>\$ 121,892</u>	<u>\$ 109,632</u>	<u>\$ 215,737</u>

EXPENDITURE SUMMARY – GENERAL SERVICES

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ 16,148
Materials, Supplies & Services	758,133	783,528	591,355	445,186	787,428
Operating Budget	758,133	783,528	591,355	445,186	803,576
Capital Budget	-	-	-	-	-
Total Budget	\$ 758,133	\$ 783,528	\$ 591,355	\$ 445,186	\$ 803,576

PERSONAL SERVICES DETAIL

Classification	Current	Budget
Intern (<i>part-time</i>)	-	1
	-	1

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 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.130.513.5120	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 15,000
01.130.513.5210	Social Security	-	-	-	-	1,148
01.130.513.5250	State Unemployment	21,661	21,450	11,647	12,032	14,300
01.130.513.5332	Postage	5,489	6,000	3,981	3,314	6,000
01.130.513.5340	Cleaning & alarm	1,819	-	1,148	1,819	-
01.130.513.5345	Other Contracts-Lean Govt	-	-	-	-	30,000
01.130.513.5346	Repairs & maintenance	8,091	10,000	2,999	6,597	10,000
01.130.513.5349	Elections	16,833	17,100	15,845	432	-
01.130.513.5352	Software	8,000	16,500	28,029	8,000	30,100
01.130.513.5353	Supplies	2,570	3,500	1,630	1,959	3,000
01.130.513.5355	Town memberships	16,567	17,500	12,118	16,048	17,500
01.130.513.5363	IT system	84,705	120,000	118,677	50,934	80,000
01.130.513.5364	Office furniture/Equipment	1,146	1,500	166	801	1,500
01.130.513.5400	Training/Travel/Meals	848	-	-	-	-
01.130.513.5410	Communications	35,210	23,500	30,182	23,166	31,500
01.130.513.5420	Books and periodicals	148	1,500	138	39	650
01.130.513.5441	Town Hall lease	110,078	108,000	79,027	90,071	111,834
01.130.513.5442	Storage	15,883	14,500	11,244	8,921	18,500
01.130.513.5443	Copier	17,882	20,000	8,518	13,595	17,500
01.130.513.5447	Printing and binding	-	1,500	-	-	1,500
01.130.513.5510	Office supplies	21,939	22,500	12,828	14,021	25,000
01.130.513.5600	Filing fees - County	681	350	712	260	350
01.130.513.5691	Animal control	66,312	72,944	54,773	33,156	72,944
01.130.513.5892	"Request for Action" hotline	-	684	-	-	-
01.130.513.5950	Miscellaneous expenses	28,041	12,000	25,573	11,751	15,000
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	8,289	10,000	10,056	8,289	12,500
01.135.513.5750	Seasonal Events	55,176	30,000	15,105	25,864	35,000
01.155.513.5530	Insurance	215,565	215,000	135,759	102,917	215,000
01.156.513.5724	After School Programs	15,200	33,000	11,200	11,200	33,250
		\$ 758,133	\$ 783,528	\$ 591,355	\$ 445,186	\$ 803,576

EXPENDITURE DETAIL – GENERAL SERVICES

#	Computation/Explanation	Amount
5120	Salaries & wages for 1 part-time intern	15,000
5210	Social Security	1,148
5250	State Unemployment	14,300
5332	Postage	6,000
5345	"Lean government" consultant	30,000
5346	Repairs & maintenance to Town Hall building	10,000
5352	Software - including annual software maintenance & agenda management	30,100
5353	Supplies - misc. as needed	3,000
5355	Town Memberships - ICMA, National & regional associations	17,500
5363	IT System - contracted service	80,000
5364	Office furniture/equipment	1,500
5410	Communications - all Town phone, fax and computer line service (excluding cellular)	31,500
5420	Books and periodicals	650
5441	Town Hall lease - per contract	111,834
5442	Storage	18,500
5443	Copier	17,500
5447	Printing & binding	1,500
5110	Office supplies	25,000
5600	Filing fees - Lee County	350
5691	Animal Control - inter-local with Lee County	72,944
5950	Misc.	15,000
5710	Keep Lee County Beautiful	1,500
5720	National Estuaries	3,000
5740	Special Events	12,500
5750	Seasonal Events	35,000
5530	Insurance - Town wide coverage (excluding health)	215,000
5724	CDBG After School programs (reimbursed)	33,250
		\$ 803,576

EXPENDITURE SUMMARY – LEGAL SERVICES

Fund: General 01
 Department: Legal
 Division: _____
 Division #: 140

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	284,807	190,000	102,140	184,066	190,400
Operating Budget	284,807	190,000	102,140	184,066	190,400
Capital Budget	-	-	-	-	-
Total Budget	\$ 284,807	\$ 190,000	\$ 102,140	\$ 184,066	\$ 190,400

PERSONAL SERVICES DETAIL

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

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				
		<u>Actual 2010</u>	<u>Budget 2011</u>	<u>Year-to-date 05/2011</u>	<u>Year-to-date 05/2010</u>	<u>Budget 2012</u>
01.140.514.5451	Legal Consultant	\$ 163,743	\$ 140,000	\$ 64,339	\$ 100,063	\$ 110,400
01.140.514.5456	Other Legal Counsel	121,064	50,000	37,801	84,003	80,000
		<u>\$ 284,807</u>	<u>\$ 190,000</u>	<u>\$ 102,140</u>	<u>\$ 184,066</u>	<u>\$ 190,400</u>

EXPENDITURE DETAIL – LEGAL SERVICES

#	Computation/Explanation	Amount
5451	Legal Consultation for Town	110,400
5456	Other Legal Services	80,000
		\$ 190,400

EXPENDITURE SUMMARY – FINANCE

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 166,581	\$ 169,434	\$ 105,283	\$ 113,492	\$ 164,988
Materials, Supplies & Services	99,355	86,030	81,293	76,669	88,140
Operating Budget	265,936	255,464	186,576	190,161	253,128
Capital Budget	-	-	-	-	-
Total Budget	\$ 265,936	\$ 255,464	\$ 186,576	\$ 190,161	\$ 253,128

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
Director	1	1
Coordinator/Accountant	1	1
	<u>2</u>	<u>2</u>

Department Description, Goals and Objectives

The mission of the Finance Department is to serve the public and staff by providing accurate and current financial data. The Department is 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. The Finance Department is also responsible for Human Resources, Risk Management and assists with Information Technology.

		Finance				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.150.513.5120	Salaries & Wages	\$ 121,724	\$ 120,062	\$ 73,821	\$ 79,765	\$ 120,062
01.150.513.5210	Social Security	9,841	9,185	5,735	6,639	9,185
01.150.513.5220	Retirement	12,657	12,006	7,467	7,996	12,006
01.150.513.5238	Life, Health & Disability	22,359	28,181	18,260	19,092	23,735
01.150.513.5244	Travel/Training/Meals	12	750	-	12	1,500
01.150.513.5410	Communications	845	840	518	553	840
01.150.513.5531	Annual Audit	52,500	60,000	61,250	39,300	61,250
01.150.513.5532	Accounting Services	40,395	20,000	20,896	31,504	20,000
01.150.513.5533	Bank charges	2,634	3,800	1,563	1,980	3,800
01.150.513.5534	Employee holding	2,429	-	(3,374)	2,780	-
01.150.513.5540	Membership and Dues	540	640	440	540	750
		<u>\$ 265,936</u>	<u>\$ 255,464</u>	<u>\$ 186,576</u>	<u>\$ 190,161</u>	<u>\$ 253,128</u>

EXPENDITURE DETAIL – FINANCE

#	Computation/Explanation	Amount
5120	Salaries Director 78,546 Coordinator/Accountant 41,516	120,062
5210	Social Security <i>(7.65% of full and part-time wages)</i>	9,185
5220	Retirement	12,006
5238	Life, health and disability	23,735
5244	Travel/Training/Meals <i>GFOA Conference, Chicago, Ill.</i>	1,500
5410	Communications - <i>2 cell phones</i>	840
5531	Annual Audit	61,250
5532	Accounting Services	20,000
5533	Bank charges	3,800
5540	Membership and dues	750
		\$ 253,128

EXPENDITURE SUMMARY – PUBLIC WORKS ADMINISTRATION

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 259,837	\$ 338,934	\$ 163,479	\$ 165,225	\$ 343,190
Materials, Supplies & Services	5,253	7,600	16,168	3,497	84,320
Operating Budget	265,090	346,534	179,647	168,722	427,510
Capital Budget	-	-	-	-	-
Total Budget	\$ 265,090	\$ 346,534	\$ 179,647	\$ 168,722	\$ 427,510

PERSONAL SERVICES DETAIL

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

Department Description, Goals and Objectives

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

		Public Works Administration				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.160.530.5120	Salaries & Wages	\$ 191,528	\$ 236,967	\$ 114,607	\$ 120,811	\$ 236,967
01.160.530.5210	Social Security	14,696	18,128	8,890	9,298	18,128
01.160.530.5220	Retirement	17,857	23,697	11,509	10,474	23,697
01.160.530.5238	Life, Health & Disability	35,756	60,142	28,473	24,642	64,398
01.160.530.5400	Travel/Training/Meals	1,463	1,600	369	452	5,100
01.160.530.5410	Communications	1,520	2,000	1,380	775	2,520
01.160.530.5540	Membership and Dues	232	2,000	657	232	2,000
01.160.530.5552	Uniforms	2,038	2,000	148	2,038	3,000
01.160.530.5738	Public Services	-	-	-	-	10,700
01.160.530.5950	Other Contracted Service	-	-	13,614	-	61,000
		<u>\$ 265,090</u>	<u>\$ 346,534</u>	<u>\$ 179,647</u>	<u>\$ 168,722</u>	<u>\$ 427,510</u>

EXPENDITURE DETAIL – PUBLIC WORKS ADMINISTRATION

#	Computation/Explanation	Amount
5120	Salaries	
	<i>Director</i>	65,066
	<i>Deputy Director</i>	56,305
	<i>Public Services Supervisor</i>	40,145
	<i>Inspector and Special Projects Supervisor</i>	45,000
	<i>Administrative Assistant</i>	30,451
		<hr/>
		236,967
5210	Social Security (<i>7.65% of full and part-time wages</i>)	18,128
5220	Retirement	23,697
5238	Life, health and disability	64,398
5400	Travel/Training/Meals	
	<i>vehicle allowance \$3,600 & personal vehicle allowance \$200</i>	3,800
	<i>FSA Conference</i>	500
	<i>Stormwater certification</i>	400
	<i>Public Works meetings & misc. training</i>	400
		<hr/>
		5,100
5410	Communications	
	<i>Cellular service @ \$35 per month plus insurance</i>	2,520
5540	Memberships and dues	
	<i>APWA</i>	400
	<i>FSA</i>	600
	<i>Public Works subscriptions</i>	1,000
		<hr/>
		2,000
5552	Uniforms	3,000
5738	Public Services (<i>moved from Bay Oaks</i>)	
	<i>Farmers Market</i>	
	Advertising	7,500
	Utilities	200
	Sanitation	1,000
	<i>Emergency Planning</i>	2,000
		<hr/>
		10,700
5950	Other Contracted Services	
	<i>Clerical</i>	15,000
	<i>Inspection Services (1,642 hours @ \$28.00 per hour) & misc.</i>	46,000
		<hr/>
		61,000
		<hr/>
		\$ 427,510

EXPENDITURE SUMMARY – PARKS AND RECREATION

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 453,616	\$ 527,441	\$ 286,132	\$ 261,793	\$ 575,285
Materials, Supplies & Services	315,592	312,635	178,634	187,231	394,600
Operating Budget	769,208	840,076	464,766	449,024	969,885
Capital Budget	-	-	-	-	-
Total Budget	\$ 769,208	\$ 840,076	\$ 464,766	\$ 449,024	\$ 969,885

PERSONAL SERVICES DETAIL

Classification	Current	Budget
Manager	1.00	1.00
Aquatics Supervisor	1.00	1.00
Program Coordinators	4.60	4.60
Recreation Aides	3.60	3.60
Maintenance Worker	1.00	1.00
Custodian	0.30	0.30
Lifeguards	5.00	5.00
	<u>16.50</u>	<u>16.50</u>

Department Description, Goals and Objectives

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

Parks and Recreation		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.170.572.5120	Salaries	\$ 232,332	\$ 269,400	\$ 147,394	\$ 137,403	\$ 303,031
01.170.572.5140	Overtime	5,245	2,200	4,015	3,075	-
01.170.572.5210	Social Security	18,221	20,609	11,551	10,732	23,182
01.170.572.5220	Retirement	10,809	18,259	8,335	6,785	14,763
01.170.572.5238	Life, Health & Disability	34,300	40,341	30,033	27,032	53,571
01.170.572.5346	Maintenance & repairs	28,794	34,000	27,112	20,565	40,250
01.170.572.5380	Teens	3,977	14,050	2,543	2,385	14,050
01.170.572.5381	Youth	6,408	7,950	623	1,969	9,950
01.170.572.5382	Athletics	14,509	18,290	16,133	10,931	28,700
01.170.572.5383	Seniors	33,447	37,850	17,500	25,946	31,500
01.170.572.5400	Travel/training/meals	-	1,000	21	-	3,025
01.170.572.5410	Communications	3,695	-	570	3,132	-
01.170.572.5433	BORC - Utilities	55,531	62,940	36,806	29,047	71,880
01.170.572.5533	Bank charges	1,626	-	124	1,109	-
01.170.572.5540	Dues and memberships	-	350	-	-	750
01.170.572.5729	BORC Marketing	-	13,750	500	-	11,725
01.170.572.5731	Recreation Center	35,167	14,320	16,438	21,100	32,150
01.170.572.5739	Community Marketing	10,609	6,615	8,984	8,785	-
01.170.572.5740	Special events	5,929	12,120	6,994	5,734	21,120
01.170.572.5950	Transition	126	-	-	126	-
	<i>Bay Oaks Total</i>	<u>500,725</u>	<u>574,044</u>	<u>335,676</u>	<u>315,856</u>	<u>659,647</u>

EXPENDITURE SUMMARY – PARKS AND RECREATION (continued)

01.171.572.5120	Salaries - Pool	126,654	151,870	69,636	60,636	151,870
01.171.572.5140	Overtime	4,168	-	-	1,244	2,825
01.171.572.5210	Social Security	10,008	11,618	5,327	4,734	11,835
01.171.572.5220	Retirement	3,234	3,407	2,180	2,323	3,276
01.171.572.5238	Life, Health & disability	8,645	9,737	7,661	7,829	10,932
01.171.572.5410	Communications	-	-	116	-	-
01.171.572.5733	Pool Operations	33,153	29,600	11,978	15,928	48,800
01.171.572.5735	Pool maintenance	43,959	16,000	13,264	17,851	34,000
01.171.572.5736	Pool utilities	38,138	41,800	18,657	22,153	44,700
01.171.572.5843	Pool horticulture & solid waste	524	2,000	271	470	2,000
<i>Community Pool Total</i>		<u>268,483</u>	<u>266,032</u>	<u>129,090</u>	<u>133,168</u>	<u>310,238</u>
<i>Grand Total - Parks & Recreation</i>		<u>\$ 769,208</u>	<u>\$ 840,076</u>	<u>\$ 464,766</u>	<u>\$ 449,024</u>	<u>\$ 969,885</u>

EXPENDITURE DETAIL – PARKS AND RECREATION

#	Computation/Explanation	Amount
5120	Salaries and wages	303,031
5140	Overtime	-
5210	Social Security	23,182
5220	Pension	14,763
5238	Life, Health & disability	53,571
5346	Repairs and maintenance field maintenance plumbing and electrical repairs (gym and fields) Fire system A/C repairs and maint equipment maintenance and repairs irrigation maintenance and repairs gym floor contingency	40,250
5380	Teen programs monthly BBQ Lock-ins furniture electronics and video games Trips <i>(offset by participant revenue)</i> <i>Busch Gardens/Halloween</i> <i>Spring and Summer break</i> <i>weekend trips</i>	14,050
5381	Youth programs Club Rec Fun Days Summer Camp <i>(offset by participant revenue)</i>	9,950

EXPENDITURE DETAIL – PARKS AND RECREATION (continued)

#	Computation/Explanation	Amount
5382	Athletics <i>Youth and Team Sports Leagues</i> <i>Flag Football, cheerleading and basketball league</i> Other Sports Leagues <i>Softball, adult basketball, tennis tournament one-pitch leagues</i> Instructed programs (80% of fees paid to instructor)	28,700
5383	Senior Programs <i>Day Trips, overnight and out-of-town trips, food supplies</i> <i>recreation equipment, office supplies, postage and transportation</i>	31,500
5400	Training, travel and meals <i>Staff certifications and training</i> <i>Fl. Recreation and Parks Annual conference</i>	3,025
5433	Utilities <i>Water, power, cable, internet, phone & cellular</i>	71,880
5540	Dues and Memberships <i>Florida Recreation and Parks and FMB Chamber</i>	750
5729	Marketing <i>Promotional material, signage, flyers, brochures</i> <i>advertising and websites</i>	11,725
5731	Community Center <i>General supplies, employee uniforms, first aid and safety materials,</i> <i>membership computer system maintenance, background checks (staff and volunteers),</i> <i>copier, vending merchandise and donor recognition.</i>	32,150
5740	Special events	21,120
		\$ 659,647

EXPENDITURE DETAIL – PARKS AND RECREATION (continued)

#	Computation/Explanation	Amount
5120	Salaries	151,870
5140	Overtime	2,825
5210	Social Security	11,835
5220	Pension	3,276
5238	Life, health and disability	10,932
5733	Pool Operations	48,800
5735	Pool maintenance	34,000
5736	Pool utilities	44,700
5843	Pool horticultural and solid waste	2,000
		\$ 310,238

EXPENDITURE SUMMARY – MAINTENANCE

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 404,231	\$ 420,490	\$ 306,673	\$ 279,277	\$ 475,196
Materials, Supplies & Services	115,413	166,314	69,004	38,527	209,700
Operating Budget	519,644	586,804	375,677	317,804	684,896
Capital Budget	-	-	-	-	42,900
Total Budget	\$ 519,644	\$ 586,804	\$ 375,677	\$ 317,804	\$ 727,796

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
Foreman	1.00	1.00
Maintenance support worker	1.00	1.00
Maintenance workers	6.00	6.00
Custodian (2/3 to Maintenance 1/3 to Bay Oaks)	0.67	0.67
	<u>8.67</u>	<u>8.67</u>

Department Description, Goals and Objectives

This division is responsible for the maintenance of streets, sidewalks, bridges, traffic lights and signs. Employees in the maintenance division monitor the condition of the Town's drainage system, streets, sidewalks and beach accesses. The maintenance division is 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.

		Maintenance				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.180.541.5120	Salaries & Wages	\$ 206,550	\$ 245,384	\$ 161,632	\$ 152,292	\$ 245,395
01.180.541.5140	Overtime	63,313	35,525	37,850	38,150	68,520
01.180.541.5210	Social Security	23,327	21,490	14,971	14,312	24,014
01.180.541.5220	Retirement	31,467	28,091	21,101	18,538	31,392
01.180.541.5238	Life, Health & Disability	79,574	90,000	71,119	55,985	105,875
01.180.541.5239	Personnel, health/safety	6,027	7,614	4,133	4,360	7,800
01.180.541.5400	Travel/Training/Meals	869	500	729	-	1,000
01.180.541.5410	Communications	4,014	4,700	3,100	2,072	4,700
01.180.541.5452	Fuel	16,689	30,000	9,222	6,823	30,000
01.180.541.5453	Equipment maintenance	6,992	10,000	5,235	5,598	10,000
01.180.541.5454	Vehicle maintenance	34,100	25,000	26,122	12,340	35,000
01.180.541.5461	Bridge maintenance	21	-	-	21	-
01.180.541.5464	New vehicles & equipment	21,087	66,500	8,929	489	93,000
01.180.541.5511	Emergency operations	7,099	-	1,750	1,938	4,500
01.180.541.5552	Uniforms	6,629	12,000	7,281	3,120	12,500
01.180.541.5843	Solid & horticultural waste	4,643	10,000	2,503	1,766	11,200
01.180.541.5950	Misc.	7,243	-	-	-	-
01.180.541.9113	Capital - transfer station	-	-	-	-	42,900
		<u>\$ 519,644</u>	<u>\$ 586,804</u>	<u>\$ 375,677</u>	<u>\$ 317,804</u>	<u>\$ 727,796</u>

EXPENDITURE SUMMARY – MAINTENANCE

#	Computation/Explanation	Amount
5120	Salaries	
	<i>Foreman</i>	34,320
	<i>Maintenance support worker</i>	31,228
	<i>Maintenance workers (6)</i>	158,221
	<i>Custodian (2/3 to Maintenance 1/3 to Bay Oaks)</i>	21,626
		<hr/>
		245,395
5140	Overtime	68,520
5210	Social Security <i>(7.65% of full and part-time wages)</i>	24,015
5220	Retirement	31,392
5238	Life, health and disability	105,875
5239	Personnel - Health and Safety	7,800
5400	Travel/Training/Meals	
	<i>MOT training, Stormwater certification, CDL licensing</i>	500
	<i>Pesticide licensing</i>	100
	<i>APA meetings</i>	300
	<i>travel and meals</i>	100
		<hr/>
		1,000
5410	Communications	
	<i>Cellular service 10 @ \$35 per month plus insurance</i>	4,700
5452	Fuel - all Town-owned vehicles <i>(includes gasoline & diesel)</i>	30,000
5453	Equipment maintenance	10,000
5454	Vehicle maintenance	35,000
5464	Equipment	
	<i>Small hand tools & lawn mowers</i>	6,000
	<i>FUSO replacement/UT replacement</i>	48,000
	<i>truck</i>	19,000
	<i>Sweeper</i>	20,000
		<hr/>
		93,000
5511	Emergency communications and preparedness	
	<i>Generator maintenance</i>	2,000
	<i>Trailer - generator maintenace & technology</i>	1,500
	<i>Re-entry passes</i>	1,000
		<hr/>
		4,500
5552	Uniforms	12,500
5893	Solid and horticultural waste collection	11,200
9113	Solid Waste Transfer station	42,900
		<hr/>
		\$ 727,797

EXPENDITURE SUMMARY – TIMES SQUARE

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	90,392	70,900	48,551	60,473	94,900
Operating Budget	90,392	70,900	48,551	60,473	94,900
Capital Budget	-	-	-	-	-
Total Budget	\$ 90,392	\$ 70,900	\$ 48,551	\$ 60,473	\$ 94,900

PERSONAL SERVICES DETAIL

Classification	Current	Budget
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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 re-painted as needed. The overall goals and objectives are to insure that the Times Square area is a safe, attractive area for Town residents and visitors.

Times Square						
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.185.534.5843	Solid Waste	\$ 46,398	\$ 35,000	\$ 19,409	\$ 34,169	\$ 43,000
01.182.534.5846	Maintenance	43,083	35,000	28,651	25,663	51,000
01.185.534.5849	Sales Tax	911	900	491	641	900
		\$ 90,392	\$ 70,900	\$ 48,551	\$ 60,473	\$ 94,900

EXPENDITURE DETAIL – TIMES SQUARE

#	Computation/Explanation	Amount
5843	Solid Waste	43,000
5846	Maintenance	51,000
5849	Sales Tax (pass through)	900
		-
		\$ 94,900

EXPENDITURE SUMMARY – MARITIME

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 46,305	\$ 47,069	\$ 30,303	\$ 30,800	\$ 47,659
Materials, Supplies & Services	167,540	140,940	84,706	93,711	162,330
Operating Budget	213,845	188,009	115,009	124,511	209,989
Capital Budget	90	-	-	90	13,000
Total Budget	\$ 213,935	\$ 188,009	\$ 115,009	\$ 124,601	\$ 222,989

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
Harbor & facilities maintenance worker	1	1
	<u>1</u>	<u>1</u>

Department Description, Goals and Objectives

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

		Maritime (Mooring Field)				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.190.513.5120	Salaries & Wages	\$ 30,923	\$ 31,200	\$ 19,080	\$ 20,055	\$ 31,200
01.190.513.5140	Overtime	191	-	68	56	-
01.190.543.5210	Social Security	2,149	2,387	1,365	1,439	2,387
01.190.543.5220	Retirement	3,179	3,120	1,965	2,007	3,120
01.190.543.5238	Life, Health and Disability	9,863	10,362	7,825	7,243	10,952
01.190.543.5346	Repairs & maintenance	20,349	16,990	1,189	7,598	23,730
01.190.543.5410	Communications	421	450	233	256	450
01.190.543.5457	Channel maint/repair	8,760	2,400	103	1,264	2,400
01.190.543.5533	Bank charges	2,989	-	967	2,251	2,750
01.190.543.5542	MLE Enforcement (wages)	48,800	47,500	30,480	28,040	47,500
01.190.543.5543	MLE Enforcement (fuel)	12,100	11,600	7,420	7,140	11,600
01.190.543.5544	Abandoned vessel removal	-	-	-	-	5,000
01.190.543.5545	Mooring Field Operations	74,121	62,000	44,314	47,162	65,000
01.190.543.5564	Capital	90	-	-	90	13,000
01.190.543.5999	Sales tax (pass-through)	-	-	-	-	3,900
		<u>\$ 213,935</u>	<u>\$ 188,009</u>	<u>\$ 115,009</u>	<u>\$ 124,601</u>	<u>\$ 222,989</u>

EXPENDITURE DETAIL – MARITIME

#	Computation/Explanation	Amount
5120	Salaries <i>Harbor & facilities maintenance worker</i>	31,200
5210	Social Security <i>(7.65% of full and part-time wages)</i>	2,387
5220	Retirement	3,120
5238	Life, health and disability	10,952
5346	Repairs and maintenance <i>Boat soap, deodorizer, 2-stroke oil & pump out</i> <i>misc. repairs</i> <i>diver</i> <i>Mooring systems and helical anchors for special purpose buoys</i>	4,330 1,000 3,000 <u>15,400</u>
5410	Communications <i>Cellular service @ \$35 per month plus insurance</i>	23,730 450
5457	Channel maintenance	2,400
5533	Banking charges	2,750
5542	Marine Law Enforcement - wages	47,500
5543	Marine Law Enforcement - fuel	11,600
5544	Abandoned Vessel removal	5,000
5545	Mooring Field Upland Services Management	65,000
5564	Capital Boat Replacement/Equipment <i>replacement mooring systems</i>	13,000
5999	Sales Tax	3,900
		\$ 222,989

EXPENDITURE SUMMARY – PARKING

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	306,901	311,601	176,194	176,088	362,000
Operating Budget	306,901	311,601	176,194	176,088	362,000
Capital Budget	-	-	-	-	-
Total Budget	\$ 306,901	\$ 311,601	\$ 176,194	\$ 176,088	\$ 362,000

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
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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.

		Times Square				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.200.549.5491	Parking Administration	\$ 301,604	\$ 299,601	\$ 174,772	\$ 174,767	\$ 325,000
01.200.549.5564	Capital-Pay Station Maint.	5,297	12,000	1,422	1,321	37,000
		<u>\$ 306,901</u>	<u>\$ 311,601</u>	<u>\$ 176,194</u>	<u>\$ 176,088</u>	<u>\$ 362,000</u>

EXPENDITURE DETAIL – PARKING

#	Computation/Explanation	Amount
5491	Parking administration Contract	325,000
5564	Parking meters Repair and maintenance	37,000
		-
		\$ 362,000

EXPENDITURE SUMMARY – COMMUNITY DEVELOPMENT ADMINISTRATION

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 360,152	\$ 411,388	\$ 258,960	\$ 237,620	\$ 390,353
Materials, Supplies & Services	23,089	62,000	19,912	16,391	139,000
Operating Budget	383,241	473,388	278,872	254,011	529,353
Capital Budget	-	-	-	-	-
Total Budget	\$ 383,241	\$ 473,388	\$ 278,872	\$ 254,011	\$ 529,353

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
Director	1	1
Floodplain Development Coordinator <i>(title change to: Planning Coordinator)</i>	1	1
Administrative Assistant	1	0
Planning Technician <i>(title change to: Comm. Development Technician)</i>	1	1
Environmental Science Coordinator	1	1
Zoning Coordinator	1	1
Permitting Technician	0	1
	<u>6</u>	<u>6</u>

Department Description, Goals and Objectives

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

Community Development Administration

	Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.230.515.5120 Salaries & Wages	\$ 256,481	\$ 285,129	\$ 177,945	\$ 165,876	\$ 274,109
01.230.515.5140 Overtime	-	-	236	-	-
01.230.515.5210 Social Security	19,612	21,812	13,608	12,672	20,969
01.230.515.5220 Retirement	26,068	28,513	17,877	16,391	27,411
01.230.515.5238 Life, Health & Disability	57,991	75,934	49,294	42,681	67,864
01.230.515.5374 Neighborhood Landscaping	10,089	12,500	8,771	6,578	12,500
01.230.515.5400 Travel/Training/Meals	1,125	5,000	3,160	1,100	13,500
01.230.515.5410 Communications	256	-	149	98	-
01.230.515.5455 Professional Services	6,899	40,000	4,970	6,037	70,000
01.230.515.5464 Equipment	2,148	2,500	736	596	39,500
01.230.515.5540 Membership and Dues	2,103	2,000	1,626	1,513	3,500
01.230.515.5633 EAR Compliance	469	-	-	469	-
01.230.515.5940 Environmental Education	-	-	500	-	-
	<u>\$ 383,241</u>	<u>\$ 473,388</u>	<u>\$ 278,872</u>	<u>\$ 254,011</u>	<u>\$ 529,353</u>

EXPENDITURE DETAIL – COMMUNITY DEVELOPMENT ADMINISTRATION

#	Computation/Explanation	
5120	Salaries Community Development Director 70,271 Planning Coordinator 44,000 Permitting Technician 30,636 Community Development Technician 35,202 Environmental Science Coordinator 50,000 Zoning Coordinator 44,000	274,109
5210	FICA Taxes (7.65% for full and part-time wages)	20,969
5220	Retirement - 10% contribution per employee	27,411
5238	Life, Health & Disability Insurance	67,864
5374	Neighborhood Landscaping	12,500
5400	Travel/Training/Meals	
	Additional required training for CFM designations, building official, continuing education, plan review and inspection training.	13,500
5453	Equipment	
	Annual maintenance for TrakIT upgrade & additional modules for permitting integration; CADD license and graphics software for zoning.	39,500
5455	Professional Services	
	Consulting services for comprehensive plan rewrite, based upon EAR	70,000
5540	Memberships and Dues	
	APA, ASFPM memberships	3,500
		\$ 529,353

EXPENDITURE SUMMARY – BUILDING AND SAFETY

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 83,995	\$ 85,941	\$ 57,784	\$ 56,322	\$ 86,704
Materials, Supplies & Services	508,356	312,279	320,694	293,262	454,686
Operating Budget	592,351	398,220	378,478	349,584	541,390
Capital Budget	-	-	-	-	-
Total Budget	\$ 592,351	\$ 398,220	\$ 378,478	\$ 349,584	\$ 541,390

PERSONAL SERVICES DETAIL

Classification	Current	Budget
Building Safety Services Coordinator	1	1
	<u>1</u>	<u>1</u>

Department Description, Goals and Objectives

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

		Building and Safety				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.235.515.5120	Salaries & Wages	\$ 58,000	\$ 58,400	\$ 38,146	\$ 38,146	\$ 58,400
01.235.515.5210	Social Security	4,437	4,468	2,929	2,918	4,468
01.235.515.5220	Retirement	6,023	5,840	3,792	3,792	5,840
01.235.515.5238	Life, Health & Disability	15,535	17,233	12,917	11,466	17,996
01.235.515.5400	Travel/Training/Meals	401	-	238	138	-
01.235.515.5410	Communications	678	420	514	419	420
01.235.515.5535	Inter-local agreement	506,678	311,544	181,734	292,647	311,544
01.235.515.5540	Dues and Memberships	599	315	325	58	315
01.235.515.5601	Lee County Fees	-	-	137,883	-	142,407
		\$ 592,351	\$ 398,220	\$ 378,478	\$ 349,584	\$ 541,390

EXPENDITURE DETAIL – BUILDING AND SAFETY

#	Computation/Explanation	
5120	Salaries Building Safety Services Coordinator	58,400
5210	FICA Taxes (7.65% for full and part-time wages)	4,468
5220	Retirement - 10% contribution per employee	5,840
5238	Life, Health & Disability Insurance	17,996
5410	Communications	420
5535	Inter-local agreement- Lee County	311,544
5540	Dues and Memberships	315
5601	Lee County Fees	142,407
		\$ 541,390

EXPENDITURE SUMMARY – CODE COMPLIANCE

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 67,297	\$ 150,624	\$ 72,038	\$ 38,935	\$ 132,225
Materials, Supplies & Services	15,130	22,010	9,435	9,152	27,010
Operating Budget	82,427	172,634	81,473	48,087	159,235
Capital Budget	-	-	-	-	-
Total Budget	\$ 82,427	\$ 172,634	\$ 81,473	\$ 48,087	\$ 159,235

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
Code Enforcement Officers	2.5	2.5
	2.5	2.5

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.

		Code Enforcement				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.236.515.5120	Salaries & Wages	\$ 44,851	\$ 92,919	\$ 47,325	\$ 24,800	\$ 91,166
01.236.515.5210	Social Security	4,598	7,109	3,728	3,064	6,974
01.236.515.5220	Retirement	1,868	9,291	4,849	-	9,117
01.236.515.5238	Life, Health & Disability	15,980	41,305	16,136	11,071	24,968
01.236.515.5400	Travel/Training/Meals	659	1,000	905	-	1,000
01.236.515.5410	Communications	708	1,260	249	526	1,260
01.236.515.5453	Equipment Maintenance	982	2,000	1,535	178	2,000
01.236.515.5540	Dues and Memberships	97	750	30	67	4,500
01.236.515.5631	Special Master/Attorney	12,684	17,000	6,716	8,381	17,000
01.236.515.5950	Misc.	-	-	-	-	1,250
		\$ 82,427	\$ 172,634	\$ 81,473	\$ 48,087	\$ 159,235

EXPENDITURE DETAIL – CODE COMPLIANCE

#	Computation/Explanation	
5120	Salaries Code Enforcement Officer (2.5)	91,166
5210	FICA Taxes (7.65% for full and part-time wages)	6,974
5220	Retirement - 10% annual contribution per employee	9,117
5238	Life, Health & Disability Insurance	24,968
5400	Travel/Training/Meals FACE training and exam fees & conference	1,000
5410	Communications Cell phone @ \$35.00 per month for 3 employees	1,260
5453	Equipment Technological upgrades, signs, stakes	2,000
5540	Memberships and Dues Professional organization memberships FACE	4,500
5631	Special Master/Outside Attorney	17,000
5950	Misc. expense - Street performer background checks and other	1,250
		\$ 159,235

EXPENDITURE SUMMARY – LPA

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	18,837	38,895	1,408	17,347	8,300
Operating Budget	18,837	38,895	1,408	17,347	8,300
Capital Budget	-	-	-	-	-
Total Budget	\$ 18,837	\$ 38,895	\$ 1,408	\$ 17,347	\$ 8,300

PERSONAL SERVICES DETAIL

<u>Classification</u>	<u>Current</u>	<u>Budget</u>
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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.

		LPA				
		Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.270.515.5643	Land Code Changes	\$ 3,163	\$ -	\$ -	\$ 3,163	\$ -
01.270.515.5651	Planning Consultant	500	-	-	500	-
01.270.515.5652	LPA Minutes	1,669	2,900	775	1,219	2,900
01.270.515.5653	Legal	12,219	30,595	-	11,188	-
01.270.515.5657	Misc.	386	1,000	583	377	1,000
01.270.515.5658	Training	750	2,400	50	750	2,400
01.270.515.5791	Historical	150	2,000	-	150	2,000
		\$ 18,837	\$ 38,895	\$ 1,408	\$ 17,347	\$ 8,300

EXPENDITURE DETAIL – LPA

#	Computation/Explanation	
5652	LPA meeting minutes	2,900
5657	Miscellaneous	1,000
5658	Historical preservation	2,000
5791	LPA Training	2,400
		\$ 8,300

EXPENDITURE SUMMARY – CULTURAL RESOURCES – MOUND HOUSE

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ 137,990	\$ 143,866	\$ 90,167	\$ 94,507	\$ 158,134
Materials, Supplies & Services	31,310	28,861	16,054	19,040	56,360
Operating Budget	167,290	170,716	106,221	113,547	214,494
Capital Budget	-	-	-	-	-
Total Budget	\$ 167,290	\$ 170,716	\$ 106,221	\$ 113,547	\$ 214,494

PERSONAL SERVICES DETAIL

Classification	Current	Budget
Director	1.0	1.0
Custodian	-	0.6
Environmental Coordinator	0.2	0.5
Education Coordinator	0.6	0.8
Administrative Assistant	0.6	0.8
	<u>2.4</u>	<u>3.6</u>

Department Description, Goals and Objectives

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

Cultural Resources - Mound House

	Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.280.573.5120 Salaries & Wages	\$ 95,261	\$ 109,893	\$ 64,375	\$ 64,685	\$ 122,291
01.280.573.5131 Interns	1,634	2,200	3,698	179	2,200
01.280.573.5140 Overtime					-
01.280.573.5210 Social Security	7,413	8,529	5,208	4,962	9,523
01.280.573.5220 Retirement	9,865	6,669	4,361	6,443	6,669
01.280.573.5238 Life, Health & Disability	23,817	16,575	12,525	18,238	17,451
01.280.573.5332 Postage	691	800	134	602	200
01.280.573.5340 Cleaning & Alarm	3,487	4,500	387	1,934	1,000
01.280.573.5346 Repairs and Maintenance	2,649	2,000	426	2,450	3,000
01.280.573.5347 Newsletters/Advertising	-	400	-	-	7,500
01.280.573.5350 Emergency supplies	1,025	1,000	-	-	1,000
01.280.573.5364 Equipment	457	500	492	127	750

EXPENDITURE SUMMARY – CULTURAL RESOURCES – MOUND HOUSE (continued)

		Cultural Resources - Mound House				
		Actual	Budget	Year-to-date	Year-to-date	Budget
		2010	2011	05/2011	05/2010	2012
01.280.573.5400	Travel/Training/Meals	1,578	1,000	2,227	743	3,000
01.280.573.5400	Software - membership	-	-	-	-	16,100
01.280.573.5410	Telephone & Comm	2,990	3,300	1,648	1,837	2,650
01.280.573.5420	Books & periodicals	26	100	23	-	100
01.280.573.5431	Utility service	3,840	4,000	1,295	1,668	2,500
01.280.573.5442	Storage	995	1,000	760	722	1,100
01.280.573.5447	Printing & binding	1,098	400	-	178	1,600
01.280.573.5453	Equipment maint.	280	350	-	215	350
01.280.573.5510	Office Supplies	1,126	1,000	1,679	990	2,000
01.280.573.5540	Membership & dues	497	450	342	397	500
01.280.573.5552	Uniforms	-	-	-	-	1,000
01.280.573.5570	Merchandise for resale	-	-	659	-	500
01.280.573.5744	Pest control - indoor	278	500	3	65	250
01.280.573.5751	Drinking water	179	200	-	177	200
01.280.573.5780	Mound House classes	-	-	1,908	-	4,000
01.280.573.5781	Events	4,000	-	-	4,000	2,000
01.280.573.5820	Educational Supplies	1,646	1,300	963	1,330	3,000
01.280.573.5849	Sales tax (pass through)	62	200	8	58	60
01.280.573.5950	Misc. Other expense	2,396	3,850	3,100	1,547	2,000
		<u>\$ 167,290</u>	<u>\$ 170,716</u>	<u>\$ 106,221</u>	<u>\$ 113,547</u>	<u>\$ 214,494</u>

EXPENDITURE DETAIL – CULTURAL RESOURCES – MOUND HOUSE

#	Computation/Explanation	Amount
5120	Salaries	
	Director	66,693
	Custodian	3,000
	Environmental Coordinator	16,380
	Education Coordinator	18,018
	Administrative Assistant	18,200
		<hr/>
		122,291
5131	Interns	2,200
5210	Social Security (7.65% of full and part-time wages)	9,523
5220	Retirement - 10% annual contribution per employee	6,669
5238	Life, Health & Disability Insurance	17,451
5332	Postage	200
5340	Cleaning Services	1,000
5346	Repairs and Maintenance; Supplies	3,000
5347	Newsletters and advertising	7,500
5350	Emergency Supplies	1,000
5364	Office Equipment	750

EXPENDITURE DETAIL – CULTURAL RESOURCES – MOUND HOUSE (continued)

#	Computation/Explanation	Amount
5400	Training/Travel/Meals - local travel, school	3,000
5400	Software - membership	16,100
5410	Communications - DSL, fax line; landline and cell phone	2,650
5420	Books and periodicals	100
5431	Utilities (electric, water & sewer)	2,500
5442	Storage	1,100
5447	Printing and binding	1,600
5453	Equipment maintenance	350
5510	Office supplies	2,000
5540	Memberships and Dues	500
5552	Uniforms	1,000
5570	Merchandise for resale	500
5744	Pest control - interior	250
5751	Drinking water	200
5780	Mound House classes <i>(offset by revenues)</i>	4,000
5781	Events	2,000
5820	Educational Supplies	3,000
5849	Sales Tax (pass through)	60
5950	Misc. Other expense	2,000
		\$ 214,494

EXPENDITURE SUMMARY – CULTURAL RESOURCES – NEWTON PARK

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

Expenditure Category	Actual FY 10	Budget FY 11	Y-T-D May-11	Y-T-D May-10	Budget FY 12
Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Materials, Supplies & Services	6,125	12,700	10,145	2,451	16,000
Operating Budget	6,125	12,700	10,145	2,451	16,000
Capital Budget	-	-	-	-	-
Total Budget	\$ 6,125	\$ 12,700	\$ 10,145	\$ 2,451	\$ 16,000

PERSONAL SERVICES DETAIL

Classification	Current	Budget
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Department Description, Goals and Objectives

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

Cultural Resources - Newton Park

	Actual 2010	Budget 2011	Year-to-date 05/2011	Year-to-date 05/2010	Budget 2012
01.290.573.5332 Postage	\$ -	\$ 250	\$ 250	\$ -	\$ 50
01.290.573.5340 Cleaning and alarm	42	3,400	1,888	-	1,000
01.290.573.5346 Repairs/maint & supplies	1,727	1,500	1,000	751	5,000
01.290.573.5347 Advertising/Marketing	-	-	-	-	200
01.290.573.5350 Emergency supplies	25	1,000	1,000	-	1,000
01.290.573.5400 Travel/Training/Meals	38	-	-	-	-
01.290.573.5410 Communications	387	1,200	773	103	900
01.290.573.5431 Utilities	2,525	2,650	1,794	1,353	2,000
01.290.573.5447 Printing & binding	403	-	-	-	250
01.290.573.5510 Office supplies	-	-	200	-	-
01.290.573.5570 Merchandise for resale	-	2,000	1,806	-	500
01.290.573.5774 Pest Control	202	260	133	169	200
01.290.573.5751 Drinking water	33	-	-	-	-
01.290.573.5780 Newton Park classes	-	-	612	-	4,000
01.290.573.5781 Events	590	-	-	-	500
01.290.573.5849 Sales tax (pass through)	-	120	-	-	50
01.290.573.5950 Misc.	153	320	689	75	350
	\$ 6,125	\$ 12,700	\$ 10,145	\$ 2,451	\$ 16,000

EXPENDITURE SUMMARY – CULTURAL RESOURCES – NEWTON PARK

#	Computation/Explanation	Amount
5332	Postage	50
5340	Cleaning & alarm for Newton building & office	1,000
5346	Repairs/maintenance and supplies - office and grounds	5,000
5347	Advertising and marketing	200
5350	Emergency supplies - office	1,000
5410	Communications - DSL, fax line, telephone & cell	900
5431	Utilities - electric, water and sewer	2,000
5447	Printing and binding	250
5570	Merchandise for resale	500
5774	Pest Control	200
5780	Classes offered at Newton (offset by revenue)	4,000
5781	Events	500
5849	Sales Tax (pass through)	50
5950	Misc.	350
		\$ 16,000

OTHER FUNDS

GAS TAX – REVENUE AND EXPENDITURES

Town of Fort Myers Beach Gas Tax
Annual Budget FY 2012
Revenues and Expenditures

Revenues Account #	Account Description	Actual 2008-09	Actual 2009-10	Budget 2010-11	Year-to Date 5/31/2011	Budget 2011-12
11.000.312.3410	Local Option Gas Tax	\$ 1,833,605	\$ 168,699	\$ 218,219	\$ 82,129	\$ 218,219
11.000.312.3415	New Local Option	129,219	123,773	173,243	61,287	173,243
11.000.335.3123	State Revenue Sharing	31,127	43,646	45,323	-	45,323
11.000.355.4995	FDOT Bridge maintenance	6,671	8,005	8,000	2,001	8,335
11.000.344.4990	FDOT Alternating Light	32,434	637	-	-	-
11.000.361.3750	Interest Earnings	119,099	85,269	85,000	1,034	2,000
11.000.369.3900	Misc.	-	-	55,815	-	-
<i>Total Revenues</i>		\$ 2,152,155	\$ 430,029	\$ 585,600	\$ 146,451	\$ 447,120

Expenditures Account #	Account Description	Actual 2008-09	Actual 2009-10	Budget 2010-11	Year to Date 5/31/2011	Budget 2011-12
11.300.541.5411	Road Surveys	3,500	-	25,000	-	25,000
11.300.541.5412	Traffic Control	39,240	41,449	50,000	40,519	50,000
11.300.541.5413	Trolleys - Inter-local	214,763	206,380	235,000	10,025	235,000
11.300.541.5414	Storm Water	19,586	108	-	-	-
11.300.541.5459	Basin Based	-	-	-	-	75,000
11.300.541.5460	Alternating Light	-	-	-	-	-
11.300.541.5461	Bridge Maintenance	-	-	3,000	-	8,335
11.300.541.5831	Street lighting utilities	65,435	61,817	12,000	32,621	61,800
11.300.541.5832	Street lighting repairs	3,206	631	64,000	3,147	64,000
11.300.541.5833	Traffic Signals utilities	6,884	3,143	15,000	5,869	15,000
11.300.541.5853	Road repair & maintenance	14,975	9,340	-	348	10,000
11.300.541.5854	Road Resurfacing	-	-	-	-	180,000
11.300.541.5862	Congestion mitigation	-	7,828	-	-	-
11.300.541.5864	Road Drainage	128,540	20,452	125,000	-	250,000
11.300.541.5865	North Estero	-	-	-	-	-
11.300.590.5533	Bank charges	3,552	6,772	-	4,837	-
11.300.591.5995	Transfer to Capital Improvements	455,670	364,364	2,164,870	-	-
<i>Total Expense</i>		\$ 955,351	\$ 722,284	\$ 2,693,870	\$ 97,366	\$ 974,135

BEACH RENOURISHMENT – REVENUE AND EXPENDITURES

Town of Fort Myers Beach Beach Nourishment
Annual Budget FY 2012
Revenues and Expenditures

<i>Revenues</i>		Actual	Actual	Budget	Year-to Date	Budget
Account #	Account Descripton	2008-09	2009-10	2010-11	5/31/2011	2011-12
06.000.361.3750	Interest Earnings	\$ 95,726	\$ 68,302	\$ 75,000	\$ -	\$ 2,000
06.000.369.3900	Other Misc. Revenue	-	-	-	-	-
<i>Total Revenues</i>		\$ 95,726	\$ 68,302	\$ 75,000	\$ -	\$ 2,000

<i>Expenditures</i>		Actual	Actual	Budget	Year to Date	Budget
Account #	Account Descripton	2008-09	2009-10	2010-11	5/31/2011	2011-12
06.000.590.5533	Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -
06.000.590.5950	Beach Renourishment Projects	1,075	-	160,000	-	-
<i>Total Expense</i>		\$ 1,075	\$ -	\$ 160,000	\$ -	\$ -

BEACH ACCESS – REVENUE AND EXPENDITURES

Town of Fort Myers Beach
Beach Access Worksheet - funded by TDC
FY 2012

Revenues	Adopted FY 2011	FY 2012
Tourist Development Council	\$ 531,395	\$ 450,635
Total annual revenues	\$ 531,395	\$ 450,635

Expenditures	Adopted FY 2011	FY 2012
Beach Access - equipment	\$ 121,307	\$ 30,257
Beach Access - maintenance	75,878	116,100
Beach Access - operating supplies	51,978	58,978
Mound House - contracted	37,500	31,200
Mound House - operating	3,250	3,250
Mound House - repairs & maintenance	4,000	4,000
Mound House - utilities	4,000	4,000
Newton Park - contracted	22,500	16,200
Newton Park - operating	3,750	3,750
Newton Park - repairs & maintenance	7,500	7,500
Newton Park - utilities	8,500	8,500
Personnel - custodial/janitorial	-	42,600
Personnel - Beach access	20,020	64,300
Solid Waste	36,000	60,000
Transfers	135,212	-
Total annual expenditures	\$ 531,395	\$ 450,635

PARK IMPACT – REVENUE AND EXPENDITURES

Town of Fort Myers Beach Park Impact
Annual Budget FY 2012
Revenues and Expenditures

<i>Revenues</i>		Actual	Actual	Budget	Year-to Date	Budget
Account #	Account Description	2008-09	2009-10	2010-11	5/31/2011	2011-12
05.000.361.3750	Interest Earnings	\$ 1,471	\$ 885	\$ -	\$ 228	\$ 500
05.000.361.3751	Investment Earnings	-	-	2,838	-	-
05.000.363.3270	Park Impact Fees	2,947	4,257		972	1,250
<i>Total Revenues</i>		\$ 4,418	\$ 5,142	\$ 2,838	\$ 1,200	\$ 1,750

<i>Expenditures</i>		Actual	Actual	Budget	Year to Date	Budget
Account #	Account Description	2008-09	2009-10	2010-11	5/31/2011	2011-12
05.000.590.5533	Bank Charges	\$ 1,088	\$ 1,519	\$ -	\$ 1,065	\$ 1,500
05.000.590.5950	Park Impact Projects	8,064	-	46,169	-	-
05.000.590.5995	Transfer Out	-	174,345	-	-	-
<i>Total Expense</i>		\$ 9,152	\$ 175,864	\$ 46,169	\$ 1,065	\$ 1,500

ROAD IMPACT – REVENUE AND EXPENDITURES

Town of Fort Myers Beach Road Impact
Annual Budget FY 2012
Revenues and Expenditures

<i>Revenues</i>		Actual	Actual	Budget	Year-to Date	Budget
Account #	Account Description	2008-09	2009-10	2010-11	5/31/2011	2011-12
04.000.361.3750	Interest Earnings	\$ 3,235	\$ 1,953	\$ -	\$ 506	\$ 1,000
04.000.363.3240	Road Impact Fees	6,179	8,913	57,207	14,728	10,000
04.000.369.3900	Other Misc. Revenue	-	-	-	-	-
<i>Total Revenues</i>		\$ 9,414	\$ 10,866	\$ 57,207	\$ 15,234	\$ 11,000

<i>Expenditures</i>		Actual	Actual	Budget	Year to Date	Budget
Account #	Account Description	2008-09	2009-10	2010-11	5/31/2011	2011-12
04.000.590.5533	Bank Charges	\$ 2,389	\$ 3,351	\$ 2,000	\$ 2,361	\$ 2,000
04.000.590.5950	Road Impact Projects	-	-	300,000	-	-
<i>Total Expense</i>		\$ 2,389	\$ 3,351	\$ 302,000	\$ 2,361	\$ 2,000

EMERGENCY MANAGEMENT– REVENUE AND EXPENDITURES

Town of Fort Myers Beach Emergency Management
Annual Budget FY 2012
Revenues and Expenditures

<i>Revenues</i>		Actual	Actual	Budget	Year-to Date	Budget
Account #	Account Description	2008-09	2009-10	2010-11	5/31/2011	2011-12
12.000.331.3715	Hurricane Grant Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -
12.000.361.3750	Emergency Account Interest	-	1,151	1,614	628	1,600
12.000.381.3995	Transfer In	-	500,000	-	-	-
<i>Total Revenues</i>		\$ -	\$ 501,151	\$ 1,614	\$ 628	\$ 1,600

<i>Expenditures</i>		Actual	Actual	Budget	Year to Date	Budget
Account #	Account Description	2008-09	2009-10	2010-11	5/31/2011	2011-12
12.000.525.5346	Repairs & Maintenance	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
12.000.525.5592	Other Operating Expenses	-	-	-	-	-
12.000.591.5995	Transfer Out	-	-	-	-	-
<i>Total Expense</i>		\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000

CAPITAL PROJECTS FUND – REVENUE AND EXPENDITURES

Revenues	FY 2011 (Current)	FY 2012
Beach Nourishment (Beach Nourishment)	\$ 110,000	\$ -
FEMA (Basin Based HMPG 1609)	900,500	300,000
FEMA (No Estero)	529,186	-
Gas Tax (Basin Based HMPG 1609)	362,500	187,215
Gas Tax (No Estero)	1,317,370	-
Gas Tax (Stormwater implementation)	125,000	250,000
Grants (Mound House)	1,114,278	670,447
Grants (Newton Park)	231,762	217,513
WCIND Grant for Laguna Shores	-	227,000
Park Impact (Mound House)	46,169	-
Park Impact (Newton Park)	(14,249)	-
<i>Parking - Solar replacement meters</i>	-	-
<i>Paver Replacement - Times Square</i>	-	-
Road Impact (Basin Based HMPG 1609)	-	75,000
Road Impact (No Estero)	300,000	-
Road Resurfacing (Gas Tax)	180,000	180,000
So. Florida Water Management District (No Estero)	100,000	-
TDC (Beach Access comfort Station)	-	-
Total proposed annual revenues	\$ 5,302,516	\$ 2,107,175

Expenditures	FY 2011 (Current)	FY 2012
Basin Based Project HMPG 1609	\$ 1,200,000	\$ 562,215
Stormwater Master Plan Implementation	125,000	250,000
North Estero improvements	2,309,556	-
Beach Nourishment	110,000	-
Laguna Shores Dredging (partially tentative approval)	-	227,000
Newton Park	217,513	217,513
Mound House Improvements	1,160,447	670,447
Road Resurfacing (Gas Tax)	180,000	180,000
<u>No Funding source identified:*</u>		
<i>Paver Replacement - Times Square</i>	-	185,000
<i>Parking - Solar replacement meters</i>	-	25,000
<i>Beach access improvements (Vision-CRAB)</i>	-	30,000
<i>Laguna Shores Dredging</i>	-	33,000
<i>Pedestrian Crossing Signs</i>	-	10,000
<i>Pool - light replacement; handicap lift</i>	-	90,000
<i>Bay Oaks - gym divider</i>	-	15,000
Total proposed annual expenditures	\$ 5,302,516	\$ 2,495,175

*\$388,000 of the proposed expenditures have no funding source identified.

PUBLIC WORKS SERVICES, INC. – REVENUE AND EXPENDITURES

Town of Fort Myers Beach Public Works Services, Inc.
Annual Budget FY 2012
Revenues and Expenditures

Revenues Account #	Public Works Services, Inc. Account Description	Budget 2008-09	Actual 2009-10	Budget 2010-11	Year to Date 5/31/2011	Budget 2011-12
40.000.331.8004	Water	\$ 2,277,000	\$ 3,132,965	\$ 3,393,300	\$ 2,258,489	\$ 3,393,300
40.000.331.8005	Water - late charges	10,000	17,818	12,000	10,927	11,000
40.000.331.8006	Water - Administration	40,000	94,576	80,000	66,671	80,000
40.000.331.3500	Miscellaneous & deposits	2,600	16,923	3,200	39,135	2,160
40.000.331.3601	Interest Income	-	7,174	5,000	3,370	2,000
40.000.331.3655	Tap in Charges	1,000	-	-	-	1,000
40.000.331.3668	Establish service charge	4,000	12,219	4,300	7,835	4,140
40.000.331.3669	Trip charges	600	874	650	556	600
40.000.331.3671	Reconnection fees	3,000	5,240	3,200	3,730	3,200
40.000.331.3675	Fire Service	-	8,754	8,700	11,550	9,000
40.000.331.8009	Water - Capital Reserves	-	197,150	300,000	207,142	300,000
<i>Total Revenues</i>		\$ 2,338,200	\$ 3,493,693	\$ 3,810,350	\$ 2,609,405	\$ 3,806,400

Expenditures Account #	Public Works Services, Inc. Account Description	Budget 2008-09	Actual 2009-10	Budget 2010-11	Year to Date 5/31/2011	Budget 2011-12
40.000.533.5110	Administrative Expense	\$ -	\$ 156,526	\$ 89,806	\$ -	\$ 92,949
40.000.533.5331	Professional Services	105,721	-	97,860	1,462	157,000
40.000.533.5332	Accounting and Auditing	16,500	22,500	21,000	22,500	21,000
40.000.533.5334	Other Contractual Services	33,507	25,443	34,250	5,502	79,495
40.000.533.5343	Utility Services	35,000	32,543	43,800	24,022	41,000
40.000.533.5345	Insurance	72,100	79,923	74,263	-	80,000
40.000.533.5346	Repair and Maintenance	267,500	374,610	307,530	247,464	334,901
40.000.533.5349	Other Current Charges/Misc.	3,000	7,337	2,591	14,040	2,591
40.000.533.5351	Office Supplies	-	169	-	-	-
40.000.533.5352	Operating supplies	900	23,081	11,800	14,142	17,500
40.000.533.5353	Capital Additions/Operations Equipment	28,500	182,027	60,987	58,870	256,000
40.000.533.5359	Depreciation Expense	-	231,324	222,737	-	222,737
40.000.533.5440	Travel/Training/Meals	3,000	-	3,000	-	3,000
40.000.533.5531	Professional Services Mgmt	384,800	379,285	425,000	284,243	454,612
40.000.533.5533	Bank Charges	-	18,479	15,000	14,822	15,000
40.000.533.5540	Membership and dues	600	1,340	600	-	600
40.000.533.5543	Bulk Water agreement	1,476,633	1,331,354	1,286,816	746,829	1,301,735
40.000.533.5591	Professional Services - Legal	6,500	21,243	15,000	25,440	50,000
40.000.533.5546	Capital Improvements	1,737,423	-	575,276	7,713	153,246
40.000.533.5572	Note Interest	121,902	109,763	43,034	32,582	43,034
40.000.533.5573	Loan Principal	180,000	-	180,000	-	180,000
40.000.533.9999	Capital Reserves	-	-	300,000	-	300,000
<i>Total Expense</i>		\$ 4,473,586	\$ 2,996,947	\$ 3,810,350	\$ 1,499,631	\$ 3,806,400

Capital Improvements

<u>Phase I - Bay Beach/Bucaneer</u>	
Construction	\$ 1,386,349
Engineering P,D,B,C	166,362
<u>Phase IA - Basin Based</u>	
Construction	900,244
Engineering P,D,B,C	108,029
TOTAL	\$ 2,560,984

GLOSSARY

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 Financial Services and Public Works.

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 programs 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.

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

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