

# 2020-21 GENERAL FUND BUDGET PRESENTATION

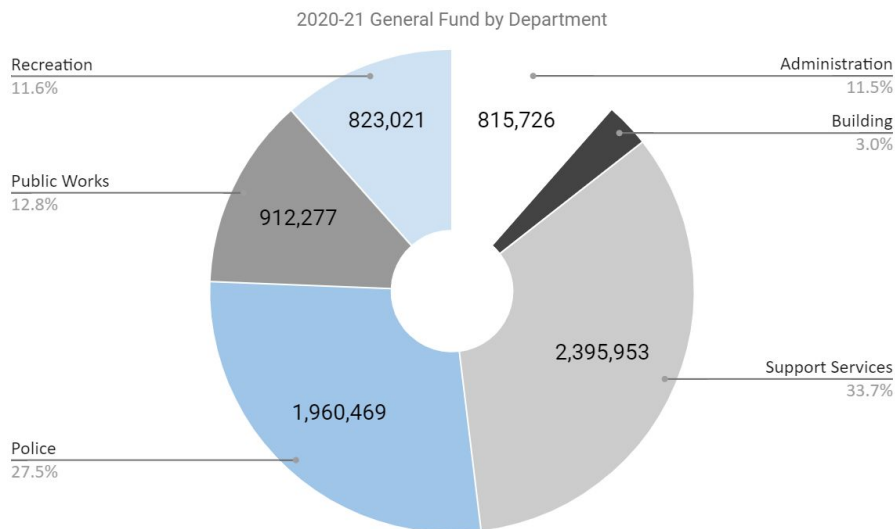
This document provides a financial summary of each program found within the General Fund. In the table below, revenues and expenditures are listed along with changes that occurred between Fiscal Year 2019-20 and 2020-21. The General Fund is currently experiencing a deficit of \$173,000, but staff feels confident in its ability to close the gap. Additionally, Departments have been challenged this year in finding unique solutions to provide new service levels and identify efficiencies within their budget.

GENERAL FUND SUMMARY	
Revenues	6,958,751
Expenditures	7,131,957
<b>Surplus / (Deficit)</b>	<b>-173,205</b>

The upcoming fiscal year is being cast as a very conservative year in terms of revenues. This is primarily due to COVID-19 and the uncertain nature of how this will officially affect line items. State revenues have already experienced a shift in income, specifically the State Revenue Sharing (#335120) and Sales Tax (#335180) accounts, as these lines are largely driven by reductions in consumer spending within the state of Florida due to COVID-19. Staff is presently estimating a 30% reduction in these lines, resulting in a \$32,700 decrease in State Revenue Sharing and a \$79,770 decrease in Sales Tax. Hopefully, these accounts will return to normal in the following fiscal year, however, the long-term effects of COVID-19 are still to be determined.

DEPARTMENT	2018-19	2019-20	2020-21
Administration	\$763,440	804,500	815,726
Building	\$149,712	211,300	210,576
Support Services	\$2,162,702	2,208,300	2,395,953
Police	\$1,731,206	1,880,900	1,960,469
Public Works	\$849,335	916,450	912,277
Recreation	\$794,871	838,650	823,021
<b>GRAND TOTAL</b>	<b>\$6,451,266</b>	<b>\$6,860,100</b>	<b>\$7,118,023</b>

There have been small changes within the department as staff works to finalize and round the numbers this budget season. Items like sick time, which are calculated later in the present fiscal year, have been kept flat in order to create the budget presented.



In the current budget, there are no changes or restructuring of hours between programs, like the prior year. Staff utilized the OpenGov tool in order to calculate and distribute the cost of each employee between programs. It is important to note that some employees have opted to work four days a week, instead of five, in some departments, which will be listed in their respective summaries. These vehicles will ultimately need to be replaced, either using equipment reserves or future lease agreements.

Major expenditure increases within the General Fund budget are as follows:

- \$31,100 - Largo Fire contract increase
- \$12,000 - Personnel health increases
- \$48,000 - Cost of Living Adjustment
- \$73,000 - Merit increases
- \$60,500 - General Liability insurance increase

At this time, the staff is not recommending an increase to the current millage rate. There are several options that are being reviewed in order to close the deficit, such as:

- Fully-funded Assistant Finance Director position
- Reduction of part-time pools
- The decrease in utilization of Professional Services Contract Labor and other professional services
- Change in programs
- Reinspection of revenues

**LINE ITEM DETAIL OF REVENUE ACCOUNTS**

<i>Description</i>	2018-19	2019-20	2020-21
AD VALOREM	\$3,739,000	4,112,650	4,395,750
ADMINISTRATIVE FEES	\$573,650	573,650	573,650
ALCOHOL BEVERAGE LICENSE	\$150	1,200	1,200
BCF CONTRIBUTION HUNTER PARK (EQUIP)	\$1,700	1,700	1,700
BUILDING PERMITS	\$350,000	290,000	280,000
COMMUNICATION SERVICES TAX	\$173,200	172,000	169,420
Concession Stand Sales	\$11,997	12,000	13,000
CONTRIBUTION - POL. EQUIPMENT	\$16,313	0	0
COURT FINES (POLICE FINES)	\$3,263	3,200	3,200
DONATION-COMMUNITY PROJECTS	\$0	15,000	10,000
ELECTRIC FRANCHISE	\$367,000	357,000	357,000
GAS FRANCHISE	\$22,000	22,000	22,660
GASOLINE REBATE	\$3,000	3,500	3,500
GRANTS	\$3,000	0	0
INTEREST	\$25,000	50,000	32,400
JAG GRANT	\$1,000	1,000	2,000
LOT MOWING	\$3,000	3,000	3,000
MISCELLANEOUS	\$34,700	34,700	34,700
OCCUPATIONAL LICENSE (TOWN LICENSE)	\$25,000	25,000	25,000
ORDINANCE VIOLATION	\$2,000	2,000	0
OTC FINES AND TICKETS	\$250	250	250
POLICE ACADEMY	\$300	300	300
REC-VENDING MACHINE SALES	\$4,101	4,150	3,231
RECREATION (PROG. ACTIVITY)	\$289,840	316,400	321,560
RECREATION PERMITS	\$24,800	22,550	21,750
RENTAL INCOME	\$4,800	4,800	4,800
RESERVES (PRIOR YEARS)	\$107,401	40,000	40,000
RESTITUTION	\$1,500	1,500	1,500
SALE OF AUCTIONED ASSETS	\$2,000	2,000	4,000
SALE OF FIXED ASSETS	\$6,000	0	0
SALES TAX	\$255,700	265,900	186,130
SPECIAL DUTY POLICE	\$91,960	187,200	187,200
SPECIAL EVENTS	\$146,550	153,300	153,300
SPECIAL EVENTS-ATHLETIC PROGRAMS	\$15,000	19,200	20,400
SPECIAL EVENTS-Private Parties	\$6,150	6,150	6,150
STATE REVENUE SHARING	\$111,900	109,000	76,300
TENNIS ANNUAL PERMITS	\$2,500	2,500	2,500
TRANSFER FROM 301	\$31,800	0	0
TRANSFER FROM 305	\$20,000	0	0
TRANSFER FROM 401	\$40,000	0	0
ZONING & VARIANCE FEES	\$800	1,200	1,200
<b>Grand Total</b>	<b>\$6,518,325</b>	<b>6,816,000</b>	<b>6,958,751</b>

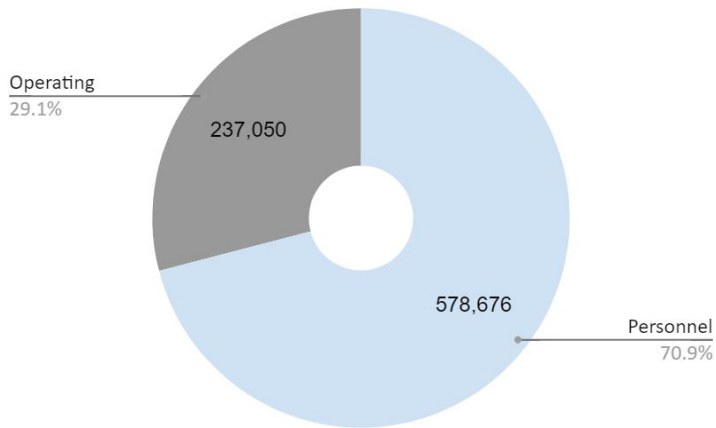
There are both major increases and decreases within the General Fund revenues this year. The largest increase, Ad Valorem (\$283,100), is consistent with estimates for Ad valorem receipts for Belleview Place, as well as increases in taxable value townwide. This account is currently held at the 95% collections rate, which is a conservative estimate of actual collections which trend close to 97%.

The largest decrease this year is related to two accounts, specifically the State Revenue Sharing and Sales Tax accounts. While Belleair is not a primary tourist destination within the state of Florida, it does receive a portion of state revenues based on its population. The effects of COVID-19 are still being examined across all levels of government, but staff is presently forecasting a 30% decrease in these accounts. Over the next year, staff will continue to carefully monitor revenue impacts to update the forecast of future years.

Building Permits continue to decrease as the account resumes a normal baseline. At this time, the Special Duty Police revenue account is remaining flat, though this number is likely to change as the numbers are refined. However, if the revenue decreases, there is a related offset by the expenditure of personnel decreasing as well.

Revenues from the Recreation department are still being examined for the impacts of COVID-19, as well as expectations for the coming fiscal year. Staff has worked to create decision packages to be presented to respective boards to determine how to proceed. Each package has an impact on revenue and expenditure lines, so they are remaining flat until a decision has been made, which will be before the next meeting.

# ADMINISTRATION OVERVIEW



The Administration Department is responsible for managing and coordinating the day-to-day operations throughout the town, as well as coordinating communications, public records management, capital projects, and formulating the Town's annual programmatic budget. Additionally, the Department routinely conducts policy studies to inform and advise the Commission on agenda items and reviews the efficiency and effectiveness of various programs town-wide.

Currently, the only increases in this Department are personnel, which is directly related to staff receiving certificates and degrees in the 2020-21 fiscal year.

Category	2019-20	2020-21
Personnel	567,450	578,676
Operating	237,050	237,050
<b>Total</b>	<b>804,500</b>	<b>815,726</b>

## TOWN ADMINISTRATION

The Town Administration program includes administrative costs pertaining to employee and Town management. This area also includes costs related to contract management, training required for staff, and emergency management.

Personnel Total	\$85,250	\$88,929
Operating Total	\$44,700	\$44,700
	<b>\$129,950</b>	<b>\$133,629</b>

## COMMUNICATIONS AND MARKETING

This program relates to communications, marketing, and the development of public outreach and internal communication projects. The program is responsible for the Communications Team, day-to-day messaging on social media, and special projects such as the Resident Information Guide.

Personnel Total	\$49,450	\$50,572
Operating Total	\$8,400	\$8,400
	<b>\$57,850</b>	<b>\$58,972</b>

## LEGISLATIVE PROGRAMMING

The Legislative Programming program is directly responsible for all public meetings, policy management within Town, and legislative coordination. This program contains all costs associated with the advisory boards.

Personnel Total	\$174,650	\$171,492
Operating Total	\$22,650	\$22,650
	<b>\$197,300</b>	<b>\$194,142</b>

LEGAL AND STATUTORY COMPLIANCE

One of the most expensive programs found within the Administration Department is the Legal and Statutory Compliance program, which is related to the Town’s compliance with federal, state, and local regulations. It consists of expenditures related to business tax receipts, elections within the Town, and public records management.

Personnel Total	\$68,750	\$70,329
Operating Total	\$35,750	\$35,750
	<b>\$104,500</b>	<b>\$106,079</b>

CAPITAL PROJECT MANAGEMENT

This program includes the management and organization of capital projects for the Town. Though these projects are largely funded through the Infrastructure Fund, this program includes the planning stages for capital projects, any related vendor and grant management, in addition to project management responsibilities. This program also houses any costs related to the Town’s historic street lights.

Personnel Total	\$91,900	\$94,527
Operating Total	\$106,350	\$106,350
	<b>\$198,250</b>	<b>\$200,877</b>

MANAGEMENT AND BUDGET ANALYSIS

This program is responsible for the larger financial projects within the Town. This program incorporates costs related to fiscal analysis, such as the creation of the Financial Forecast, procurement responsibilities, asset management, and managing the Town’s budget.

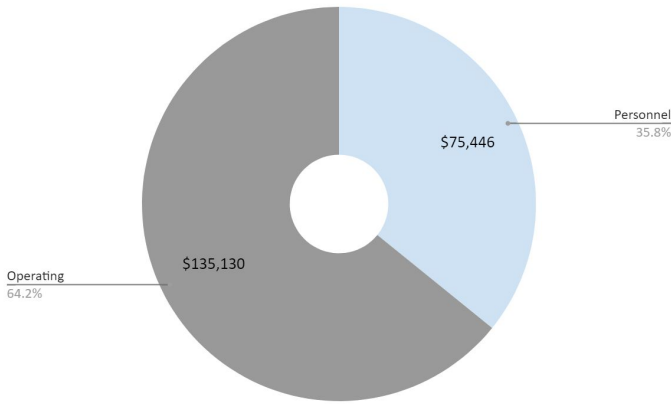
Personnel Total	\$97,450	\$102,828
Operating Total	\$19,200	\$19,200
	<b>\$116,650</b>	<b>\$122,028</b>

**LINE ITEM DETAIL ADMINISTRATION**

<i>Account Name</i>	2018-19	2019-20	2020-21
ADVERTISING	\$3,500	2,550	2,550
ARCHIVES	\$400	400	400
BOARDS EXPENSES	\$5,000	5,000	5,000
ELECTIONS	\$5,000	0	5,000
FICA	\$26,849	31,100	32,241
FILING FEES	\$1,250	1,250	1,250
LIFE/HOSP. INS.	\$64,698	64,800	63,187
MAIN. - VEHICLE	\$1,000	1,000	1,000
MAINT. - EQUIP	\$112,411	93,100	93,100
MEDICAL BENEFIT	\$5,998	6,000	9,152
MEMBERSHIPS	\$10,800	10,800	10,800
OFFICE SUPPLIES	\$3,100	3,100	3,100
OPERATING SUPPL	\$4,571	9,550	9,550
ORDINANCE CODES	\$5,000	5,000	5,000
POSTAGE	\$1,601	1,600	1,600
PROF. SERVICES	\$72,150	72,150	72,150
PROTECT. CLOTH.	\$247	250	250
RECORDS MGMT.-FEES	\$8,750	8,750	8,750
RETIREMENT-401K GENERAL PENSION	\$31,600	36,500	37,930
SALARIES	\$332,462	405,400	421,450
SALARIES:EXEC.	\$9,600	9,600	9,600
SICK LEAVE	\$12,802	14,050	14,050
TELEPHONE	\$4,400	4,400	4,400
TRAINING, AIDS	\$19,500	8,100	8,100
TRAV & PER DIEM	\$20,100	9,400	9,400
UNIFORMS	\$651	650	650
Unused Medical	\$0	0	0
<b>Grand Total</b>	<b>\$763,440</b>	<b>804,500</b>	<b>829,660</b>

As previously mentioned, the category within Administration experiencing a change at this time is the personnel line items. All other objects are likely to remain flat in the next fiscal year.

# BUILDING OVERVIEW



The Building Department contains revenues and expenditures for permitting, zoning, and development functions throughout the town. The Department advises homeowners and businesses on regulations identified in the Land Development Code and is responsible for plan review, as well as the issuance of building permits and inspections. This department also plays a large role in damage assessment and documentation during emergency operations.

Category	2019-20	2020-21
Personnel	73,150	\$75,446
Operating	138,150	\$135,130
<b>Total</b>	<b>211,300</b>	<b>210,576</b>

## PERMITTING

The Permitting program within the Building Department carries costs related to the permitting, plan review and the inspection process. This program accounts for a majority of the Department’s expenditures, as well as the entirety of revenue, as the Building Permits account is housed here. In the upcoming year, Building Permits will experience a decrease of \$15,000 as the revenue account finds a more stable baseline.

Personnel Total	\$58,200	\$59,994
Operating Total	\$133,100	\$132,280
	<b>\$191,300</b>	<b>\$192,274</b>

## FLOODPLAIN MANAGEMENT

The Floodplain Management program includes operational costs, as well as training and certification, for the Town to use both corrective and preventative measures to reduce the risk of future flooding. Increases in this program’s operating budget are due to the request for two new iPads in order to help with Floodplain Management, National Pollutant Discharge Elimination System (NPDES), and Damage Assessment for the emergency operations.

Personnel Total	\$5,650	\$5,901
Operating Total	\$50	\$50
	<b>\$5,700</b>	<b>\$5,951</b>

## NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

The National Pollutant Discharge Elimination System (NPDES) permit program addresses water pollution by regulating points where discharge pollutes the water. The decrease in this program is related to the one-time purchase of iPads from the prior year.

Personnel Total	\$5,650	\$5,901
Operating Total	\$50	\$50
	<b>\$5,700</b>	<b>\$5,951</b>



EMPLOYEE ADMINISTRATION

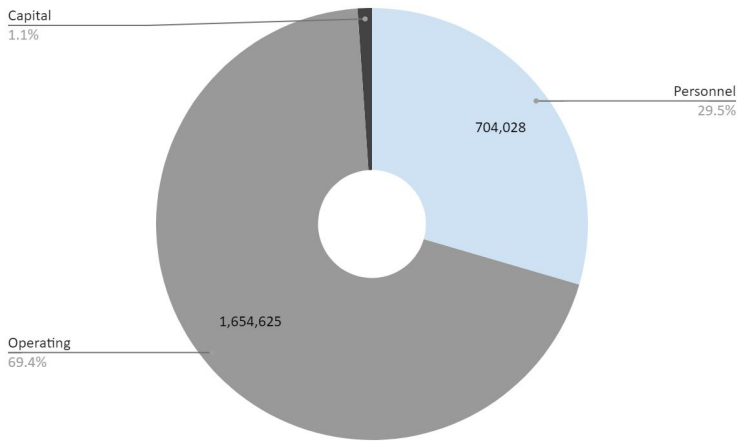
The Employee Administration program houses costs related to personnel time and resources. This includes items such as protective clothing, telephone usage, and office supplies.

Personnel Total	\$5,750	\$5,876
Operating Total	\$3,900	\$1,700
	<b>\$9,650</b>	<b>\$7,576</b>

**LINE ITEM DETAIL BUILDING**

<i>Account Name</i>	2018-19	2019-20	2020-21
COMMUNITY DEVELOPMENT SERVICES	\$0	40,000	40,000
CONTRAC. LABOR	\$82,360	82,350	81,530
FICA	\$3,400	3,900	4,039
LIFE/HOSP. INS.	\$10,251	10,150	10,455
MAINT. - EQUIP	\$500	500	500
MEDICAL BENEFIT	\$1,200	1,200	1,200
MEMBERSHIPS	\$0	300	300
OFFICE SUPPLIES	\$500	1,000	500
OPERATING SUPPL	\$500	2,650	950
PLANNING & ZON.	\$0	10,000	10,000
RETIREMENT-401K GENERAL PENSION	\$4,000	4,600	4,752
SALARIES	\$44,351	51,100	52,800
SICK LEAVE	\$2,200	2,200	2,200
TELEPHONE	\$250	250	250
TRAINING, AIDS	\$0	300	300
TRAV & PER DIEM	\$0	600	600
UNIFORMS	\$200	200	200
<b>Grand Total</b>	<b>149,712</b>	<b>211,300</b>	<b>210,576</b>

# SUPPORT SERVICES OVERVIEW



The Support Services Department provides general financial and administrative support to the Town of Belleair. This department manages financial services, utility billing, human resources, risk mitigation, procurement, information technology, and facility maintenance. The Support Services Department is also responsible for facilitating the Comprehensive Annual Financial Reporting (CAFR) document. Many of the increases in this department are contractual, meaning that they are non-negotiable at this time.

Category	2019-20	2020-21
Personnel	666,250	704,028
Operating	1,502,750	1,654,625
Capital	28,500	25,500
<b>Total</b>	<b>2,197,500</b>	<b>2,384,153</b>

## DIRECT INTERDEPARTMENTAL SUPPORT

The Direct Interdepartmental Support program includes costs for supporting other departments. This can include assisting other departments with operations on a daily basis or filling in when staff members are absent. Additionally, this program accounts for certain costs such as fuel and postage that are paid on behalf of the Town overall.

Personnel Total	\$36,350	\$39,193
Operating Total	\$63,750	\$86,000
	<b>\$100,100</b>	<b>\$125,193</b>

## TOWNWIDE EMPLOYEE ADMINISTRATION

The Townwide Employee Administration program is responsible for managing the life cycle of the Town's employees. This includes the hiring process, benefits administration, personnel matters, and managing payroll duties.

Personnel Total	\$93,450	\$102,732
Operating Total	\$12,550	\$28,300
	<b>\$106,000</b>	<b>\$131,032</b>

### FACILITY MAINTENANCE

The Facility Maintenance program includes responsibilities for the maintenance and repair of the Town's facilities, in addition to custodial duties.

Personnel Total	\$115,900	\$113,504
Operating Total	\$100,250	\$80,100
	<b>\$216,200</b>	<b>\$193,604</b>

### FINANCIAL MANAGEMENT

The Financial Management program encompasses all accounting, purchasing, utility billing, and budgeting activities. The majority of costs for this program come from three subprograms: Accounting and Auditing, Accounts Payable, and Accounts Receivable.

Personnel Total	\$289,300	\$265,142
Operating Total	\$40,100	\$50,100
	<b>\$329,400</b>	<b>\$315,242</b>

### INFORMATION TECHNOLOGY

The Information Technology program is directly related to the costs of managing computer services and activities. This includes coordinating hardware and software expenditures, voice over IP telephone system management, and any contracts related to information technology. There is an increase in this program's operational budget this year, mainly related to pricing increases and additional software purchases, such as the budgeting software.

Personnel Total	\$8,750	\$8,558
Operating Total	\$206,550	\$248,450
Capital & Transfers Total	\$0	\$0
	<b>\$215,300</b>	<b>\$257,008</b>

### INTRADPARTMENTAL ADMINISTRATION

The Intradepartmental Administration program accounts for all management activities found within the Support Services Department. This includes employee administration, duties for Support Services, purchase requests, budget preparation, and records management.

Personnel Total	\$111,900	\$162,780
Operating Total	\$53,750	\$44,750
Capital & Transfers Total	\$22,500	\$22,500
	<b>\$188,150</b>	<b>\$230,030</b>

### RISK MANAGEMENT

The Risk Management program handles claims, safety management, as well as insurance for property and casualty. Premium expenses for property and casualty insurance are expected to rise by 22%, or \$60,500, driven by increased insured values for the Town coinciding with sharp rate increases experienced globally in the property insurance industry.

Personnel Total	\$29,750	\$31,818
Operating Total	\$275,450	\$335,950
	<b>\$305,200</b>	<b>\$367,768</b>

TOWNWIDE PROFESSIONAL SERVICES

The Townwide Professional Services program is responsible for managing professional services distributed in Belleair, which includes the Town Attorney.

Operating Total	\$90,750	\$90,750
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FIRE SERVICES

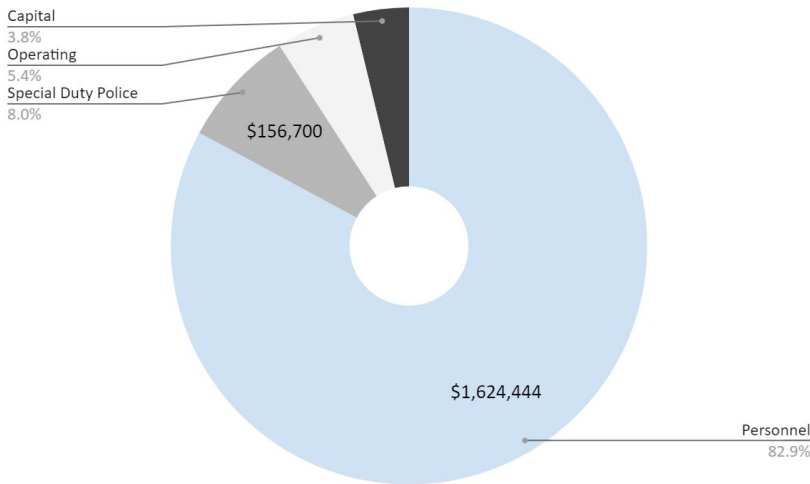
This year, Support Services has broken out the cost of Largo Fire expenses into its own program. The fire contract is increasing by 5% this fiscal year.

Operating Total	\$622,500	\$653,625
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**LINE ITEM DETAIL SUPPORT SERVICES**

<i>Account Name</i>	2018-19	2019-20	2020-21
ACCTG. & AUDIT.	\$38,000	35,000	45,000
AHLF PROPERTY	\$28,650	0	0
BANK FEES	\$7,400	7,400	7,400
CAPITAL PURCH.	\$0	0	0
COMMUNITY DEVELOPMENT SERVICES	\$40,000	0	0
COMPUTER SYSTEM	\$173,700	206,450	230,350
ELECTRICITY	\$13,500	13,000	14,000
EMPLOY.RELATION	\$8,500	10,500	13,000
EQUIP LEASING	\$18,100	18,100	18,100
FICA	\$35,149	36,900	36,427
FIRE SERVICES	\$602,000	622,500	653,625
GAS (NATURAL)	\$0	0	1,000
GASOLINE & OIL	\$48,000	48,000	47,150
INS. GEN. LIAB.	\$257,000	275,000	335,500
LIBRARY	\$15,000	15,000	15,000
LIFE/HOSP. INS.	\$92,101	92,000	96,289
MAIN. - VEHICLE	\$2,000	2,000	2,000
MAINT.-BLDG.	\$24,500	32,000	30,800
MEDICAL BENEFIT	\$10,801	10,800	10,800
MEMBERSHIPS	\$0	1,200	1,200
MISCELLANEOUS	\$34,700	34,700	34,700
OFFICE SUPPLIES	\$4,500	4,500	4,500
OPERATING SUPPL	\$8,087	9,650	9,700
OVERTIME	\$1,500	1,000	1,500
PHYSICAL EXAMS	\$500	500	500
POSTAGE	\$13,514	3,550	3,900
PROF. SERVICES	\$42,000	42,000	60,500
PROTECT. CLOTH.	\$600	600	600
RETIREMENT-401K GENERAL PENSION	\$41,399	43,400	42,508
SALARIES	\$459,501	481,900	516,584
SANITATION	\$800	800	1,000
SEWER	\$6,200	6,200	6,000
SICK LEAVE	\$15,301	12,050	12,220
TELEPHONE	\$3,486	13,600	18,600
TOOLS	\$650	650	650
TOWN ATTORNEY	\$75,750	75,750	75,750
TRAINING, AIDS	\$0	4,350	4,350
TRANSFER TO 301	\$12,500	22,500	22,500
TRAV & PER DIEM	\$0	4,050	4,050
UNIFORMS	\$1,200	1,200	1,200
VEHICLE DEBT SERVICE	\$5,900	6,000	3,000
WATER	\$18,700	13,500	14,000
<b>Grand Total</b>	<b>\$2,162,702</b>	<b>2,208,300</b>	<b>2,395,953</b>

# POLICE OVERVIEW



The Police Department provides responsive law enforcement services to the Town of Belleair. It is their mission to maintain a safe and desirable community for the residents, businesses, and visitors. The Department is responsible for enforcing state laws, local ordinances, and proactively patrol the community to detect and prevent criminal activities. This department currently carries five large programs, with eighteen subprograms distributed within them. The most significant cost center for the Police Department is personnel.

Overall, the only increase proposed in this department is for training, which totals to an additional \$9,800. However, there are small decreases in the General Patrol program related to the Pinellas County Sheriff's contract, which decreased as a direct result of reduced crime in Belleair.

Category	2019-20	2020-21
Personnel	\$1,539,400	\$1,624,444
Special Duty Police	\$156,700	\$156,700
Operating	\$99,050	\$105,200
Capital	\$85,750	\$74,125
<b>Total</b>	<b>\$1,880,900</b>	<b>\$1,960,469</b>

## GENERAL PATROL

The General Patrol program carries a large portion of staff time and costs. This consists of dispatch operations, calls for service, traffic and preventative patrol, and special watches.

Personnel Total	\$717,300	\$742,406
Operating Total	\$36,500	\$32,850
Capital & Transfers Total	\$0	\$0
	<b>\$753,800</b>	<b>\$775,256</b>

## CODE ENFORCEMENT

The Code Enforcement program consists of enforcing the Town's ordinances and codes. This program includes two smaller programs (Investigations and Prosecutions), both of which are specifically related to any ordinance violations.

Personnel Total	\$203,000	\$219,161
Operating Total	\$9,300	\$9,300
Capital & Transfers Total	\$0	\$0
	<b>\$212,300</b>	<b>\$228,461</b>

### CRIMINAL INVESTIGATIONS

The Criminal Investigations program is responsible for investigations, case management, and property and evidence management related to criminal matters.

Personnel Total	\$220,700	\$232,899
Operating Total	\$9,600	\$9,600
Capital & Transfers Total	\$0	\$0
	<b>\$230,300</b>	<b>\$242,499</b>

### COMMUNITY ORIENTED POLICING

The Community Oriented Policing program includes costs related to special duty police activities. This consists of patrols for the Pelican Golf Course, City of Clearwater and Sheriff's Office details, and other miscellaneous programs such as bike registration or secure pharmaceutical drug collection. This program is largely responsible for the revenue that the Police Department acquires. In Fiscal Year 2019-20, the Pelican Golf Course contracted Belleair Police Officers to work 70 hours a week in details, which accounts for a majority of the revenue seen in this department. The contract for the upcoming year is still being reviewed, though any change will have a direct offset in reduction of expenditure as well.

Personnel Total	\$310,450	\$323,464
Operating Total	\$4,150	\$4,150
Capital & Transfers Total	\$0	\$0
	<b>\$314,600</b>	<b>\$327,614</b>

### EMPLOYEE ADMINISTRATION

The final program found within this department, known as Employee Administration, includes costs directly related to training, employee life cycles, and asset management.

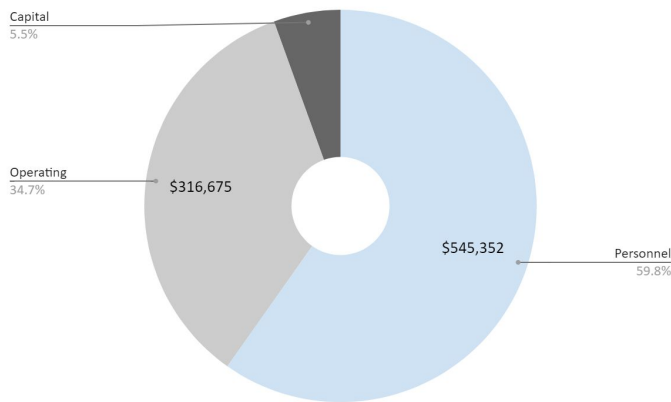
Personnel Total	\$244,650	\$263,213
Operating Total	\$62,750	\$72,550
Capital & Transfers Total	\$62,500	\$62,500
	<b>\$369,900</b>	<b>\$398,263</b>



**LINE ITEM DETAIL POLICE**

<i>Account Name</i>	2018-19	2019-20	2020-21
CAPITAL PURCH.	\$24,491	0	0
CODE ENFORCE.	\$3,000	3,200	3,200
CRIME PREVENTIO	\$1,750	1,750	1,750
EQUIP LEASING	\$4,857	5,000	5,000
FICA	\$83,151	72,950	70,971
INCENTIVE PAY	\$13,001	13,000	13,000
LIFE/HOSP. INS.	\$95,049	82,250	87,254
MAIN. - VEHICLE	\$7,677	7,900	7,900
MAINT. - EQUIP	\$4,557	0	0
MAINT. - RADIOS	\$4,865	9,550	9,550
MEDICAL BENEFIT	\$19,200	17,300	17,300
MEMBERSHIPS	\$0	700	700
OFFICE SUPPLIES	\$2,279	2,350	2,350
OPERATING SUPPL	\$8,985	9,100	9,100
OVERTIME	\$96,399	18,750	18,750
PHYSICAL EXAMS	\$489	1,500	1,500
POSTAGE	\$765	800	800
PROF. SERVICES	\$29,498	30,650	27,000
PROTECT. CLOTH.	\$7,876	8,100	8,100
PT SALARIES	\$92,529	88,000	88,000
RETIREMENT-401K GENERAL PENSION	\$6,352	4,200	0
RETIREMENT-POLICE OFFICERS	\$266,231	298,000	321,950
SALARIES	\$882,751	919,200	981,470
SICK LEAVE	\$31,573	25,750	25,750
SPECIAL DUTY PAY	\$0	156,700	156,700
TELEPHONE	\$6,806	7,000	7,000
TOOLS	\$539	550	550
TRAINING, AIDS	\$0	200	10,000
TRANSFER TO 301	\$4,748	62,500	62,500
TRAV & PER DIEM	\$0	1,000	1,000
UNIFORMS	\$9,423	9,700	9,700
Unused Medical	\$0	0	0
VEHICLE DEBT SERVICE	\$22,365	23,250	11,625
<b>Grand Total</b>	<b>\$1,731,206</b>	<b>1,880,900</b>	<b>1,960,469</b>

# PUBLIC WORKS OVERVIEW



The Public Works Department is responsible for managing the public spaces within Belleair, including parks, streets, sidewalks, and athletic fields. This department is also responsible for clearing access to Town roads from debris after a hurricane or other emergency situation. This department is experiencing a decrease of \$18,200 in operating expenditures, as a result of decreases in professional services and contract labor. Additionally, staff has identified new training opportunities. Staff is currently reviewing options related to the Largo Street Sweeping contract, as it is expected to increase by \$23,000.

Category	2019-20	2020-21
Personnel	\$517,750	\$545,352
Operating	\$337,350	\$316,675
Capital	\$61,350	\$50,250
Total	\$916,450	\$912,277

## BEAUTIFICATION

The Beautification program consists of maintaining parks and grounds, as well as Town holiday decorations. This is also where the personnel time for capital projects, such as new parks, is held, as a majority of the preparation for a project is done by the staff in the General Fund.

Personnel Total	\$91,200	\$94,886
Operating Total	\$74,700	\$78,450
	<b>\$165,900</b>	<b>\$173,336</b>

## URBAN FORESTRY

The Urban Forestry program is responsible for managing and maintaining trees located on Town property or that have growth extending over Town property. Belleair prides itself on being a Tree City USA, certified by the Arbor Day Foundation.

Personnel Total	\$63,400	\$66,360
Operating Total	\$38,350	\$29,900
	<b>\$101,750</b>	<b>\$96,260</b>

## SPORTSFIELDS

The Sportsfields program encompasses all management of the fields used by recreational programs, events, and sports leagues. This includes costs related to sod maintenance, irrigation, and contracted services.

Personnel Total	\$50,550	\$55,086
Operating Total	\$37,000	\$34,600
	<b>\$87,550</b>	<b>\$89,686</b>

HARDSCAPE PAVING

The Hardscape Paving program houses all costs associated with the management of any streets and sidewalks in Belleair.

Personnel Total	\$69,100	\$72,181
Operating Total	\$15,000	\$22,150
	<b>\$84,100</b>	<b>\$94,331</b>

STORMWATER

The Stormwater program consists of managing the stormwater components and any NPDES related matters.

Personnel Total	\$50,550	\$55,086
Operating Total	\$27,350	\$29,400
	<b>\$77,900</b>	<b>\$84,486</b>

REGULATORY SIGNS

The Regulatory Signs program includes expenditures related to the traffic and street signs around Belleair.

Personnel Total	\$24,200	\$25,076
Operating Total	\$4,300	\$4,900
	<b>\$28,500</b>	<b>\$29,976</b>

EMPLOYEE ADMINISTRATION

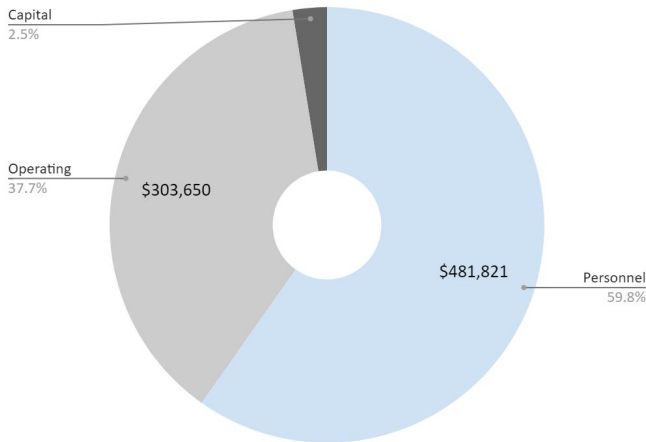
This program contains the expenditures related to the overhead costs of the Public Works Department, including objects such as Telephone, Uniforms, and Capital expenditure.

Personnel Total	\$168,750	\$176,678
Operating Total	\$167,350	\$146,475
Capital & Transfers Total	\$34,650	\$34,650
	<b>\$370,750</b>	<b>\$357,803</b>

**LINE ITEM DETAIL PUBLIC WORKS**

<i>Account Name</i>	2018-19	2019-20	2020-21
CAPITAL PURCH.	\$31,800	0	0
CHEMICALS	\$9,500	10,000	10,000
COMPUTER SYSTEM	\$500	500	500
CONTRAC. LABOR	\$61,800	56,200	55,700
Description Pending	\$0	0	0
ENERGY	\$80,500	80,500	80,500
FICA	\$22,891	27,300	28,794
FIELDS/COURTS	\$15,000	15,000	15,000
HOLIDAY LIGHTIN	\$8,000	8,000	7,000
LIFE/HOSP. INS.	\$73,871	82,750	86,194
MAIN. - VEHICLE	\$1,995	2,250	3,000
MAINT. - EQUIP	\$4,995	5,250	9,350
MAINT.-GROUNDS	\$19,800	19,800	18,800
MAINT.-HUNTER PARK	\$5,600	5,600	5,600
MEDICAL BENEFIT	\$7,849	8,850	8,850
MEMBERSHIPS	\$0	6,100	3,050
OFFICE SUPPLIES	\$720	800	800
OPERATING SUPPL	\$5,500	5,500	5,550
OVERTIME	\$651	850	850
PHYSICAL EXAMS	\$361	500	500
PLANTINGS	\$4,700	4,700	4,700
PROF. SERVICES	\$16,500	19,000	12,000
PROTECT. CLOTH.	\$1,700	1,700	2,125
RETIREMENT-401K GENERAL			
PENSION	\$26,934	32,100	33,875
ROAD MATERIALS & SUPPLIES	\$30,000	22,800	23,700
SALARIES	\$298,407	355,500	376,389
SICK LEAVE	\$5,196	10,400	10,400
STREET SWEEPING	\$19,500	19,500	19,500
TELEPHONE	\$2,050	2,050	2,500
TENNIS COURTS-MAINT	\$2,000	2,000	2,000
TOOLS	\$700	750	1,000
TRAINING, AIDS	\$0	6,400	3,200
TRANSFER TO 301	\$26,550	34,650	34,650
TRAV & PER DIEM	\$0	4,000	2,000
TREE TRIMMING	\$35,000	36,550	27,000
UNIFORMS	\$1,900	1,900	1,600
Unused Medical	\$0	0	0
VEHICLE DEBT SERVICE	\$26,300	26,700	15,600
WORKMEN'S COMP.	\$565	0	0
<b>Grand Total</b>	<b>\$849,335</b>	<b>916,450</b>	<b>912,277</b>

# RECREATION OVERVIEW



The Recreation Department enhances and enriches the quality-of-life for the present and future generations of Belleair's residents by providing recreational programming tailored for the community's youth and adult members, as well as community events. Belleair is one of the most active communities for special events, attracting citizens from all over the county to participate. Impacts of COVID-19 are still being determined by staff, though there have been changes in programming in order to bridge the gap in the deficit. These proposed changes will be considered by the Recreation Board, Town Commission, and staff in preparation for the upcoming fiscal year.

Category	2019-20	2020-21
Personnel	\$488,750	\$481,821
Operating	\$313,150	\$303,650
Capital	\$24,950	\$20,550
<b>Total</b>	<b>\$826,850</b>	<b>\$806,021</b>

## COMMUNITY PROMOTIONS AND EVENTS

The Community Promotions and Events program coordinates and manages events within the Town, such as concerts and holiday events. This includes three smaller programs: Leisure Events, Community Outreach, and Athletic Events. This year, staff has proposed multiple decision packages in order to further support the General Fund. While there have primarily been 3 concerts held in the spring, options for 2 concerts, smaller concerts, and more are under review. Staff is still examining options for these programs.

Personnel Total	\$83,900	\$94,184
Operating Total	\$128,850	\$128,850
	<b>\$212,750</b>	<b>\$223,034</b>

## SPORTS LEAGUES

This program provides for the Departments' youth basketball, dodgeball, and flag football leagues. The Sports Leagues budget houses costs for referees, evaluations, and equipment.

Personnel Total	\$30,950	\$30,286
Operating Total	\$23,200	\$19,400
	<b>\$54,150</b>	<b>\$49,686</b>

## YOUTH ACTIVITIES

The Youth Activities program provides activities and care for youth participants. This includes the Department's afterschool program, day camps, summer camps, and community enrichment.

Personnel Total	\$162,700	\$151,200
Operating Total	\$102,700	\$94,800
	<b>\$265,400</b>	<b>\$246,000</b>

ADULT ACTIVITIES

The Adult Activities program includes costs and time related to classes offered for adult participants for classes such as Pilates, Silver Sneakers, and Jazzercise. One of the revenue sources for this program also carries rental income for Pilates.

Personnel Total	\$12,750	\$12,786
Operating Total	\$8,000	\$7,000
	<b>\$20,750</b>	<b>\$19,786</b>

EMPLOYEE ADMINISTRATION

This is a program that can be found across all departments, as the Employee Administration program encompasses costs directly related to training, employee life cycles, asset management, and more.

Personnel Total	\$210,250	\$205,165
Operating Total	\$59,200	\$67,600
Capital & Transfers Total	\$16,150	\$16,150
	<b>\$285,600</b>	<b>\$288,915</b>

**LINE ITEM DETAIL RECREATION**

<i>Account Name</i>	2018-19	2019-20	2020-21
COMPUTER SYSTEM	\$6,000	6,000	6,000
COPIES	\$5,000	5,000	5,000
DAY CAMPS	\$3,200	4,000	3,200
ELECTRICITY	\$21,200	21,200	21,200
FICA	\$26,941	19,000	18,178
FOOD SERVICE	\$3,000	3,000	3,700
FUNKY FRIDAY	\$2,000	3,000	7,800
LIFE/HOSP. INS.	\$59,250	65,250	67,931
MAINT. - EQUIP	\$2,000	2,000	2,000
MEDICAL BENEFIT	\$6,582	7,050	7,050
MEMBERSHIPS	\$0	0	1,800
OFFICE SUPPLIES	\$0	1,300	1,300
OPERATING SUPPL	\$6,500	6,500	6,500
OVERTIME	\$850	850	850
PHYSICAL EXAMS	\$196	650	650
PROF. SERVICES	\$53,000	53,000	46,500
PROTECT. CLOTH.	\$250	250	250
PT SALARIES	\$117,853	127,950	129,850
REC-VENDING	\$3,000	3,000	3,000
RETIREMENT-401K GENERAL PENSION	\$20,994	22,200	20,859
SALARIES	\$233,406	246,450	237,103
SICK LEAVE	\$10,749	11,800	11,800
SPECIAL EVENTS	\$128,800	128,850	128,850
SPECIALTY CAMPS	\$5,200	5,200	5,200
SPORTS LEAGUES	\$23,200	23,200	18,800
SUMMER CAMP	\$30,000	30,000	31,000
TEEN CAMP	\$10,500	10,500	0
TELEPHONE	\$4,600	4,600	4,600
TOOLS	\$200	200	200
TRAINING, AIDS	\$0	0	4,400
TRANSFER TO 301	\$0	16,150	16,150
TRAV & PER DIEM	\$0	0	5,200
UNIFORMS	\$1,700	1,700	1,700
Unused Medical	\$0	0	0
VEHICLE DEBT SERVICE	\$8,700	8,800	4,400
<b>Grand Total</b>	<b>\$794,871</b>	<b>838,650</b>	<b>823,021</b>