



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Agenda Town Commission

Tuesday, August 16, 2016

6:30 PM

Town Hall

Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

SCHEDULED PUBLIC HEARINGS

Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

[16-0122](#) Second Reading of Ord # 506- Charter Amendment Referendum

Attachments: [Report of 2016 Charter Review Committee](#)
[506 - Charter Amendment Referendum 2016](#)

CITIZENS COMMENTS

(Discussion of items not on the agenda. Each speaker will be allowed 3 minutes to speak.)

CONSENT AGENDA

[16-0178](#) Approval of August 2, 2016 Regular Meeting Minutes

Attachments: [RM 08-02-2016](#)

GENERAL AGENDA

[16-0177](#) Agreement with the Pinellas County Sheriff's Office for Support Services FY 16-17

Attachments: [Agreement with PCSO for Support Services FY16-17](#)

[16-0185](#) Award of Bid for ITB #PW16-2: 2016 Annual Sidewalk Construction, Repair, & Reconstruction Project

Attachments: [Bid Tabulation PW16-2](#)
[Notice of Award 2016 Sidewalk Contract](#)

[16-0188](#) Discussion of the 2016-2017 Budget

Attachments: [budget](#)

TOWN MANAGER'S REPORT

TOWN ATTORNEY'S REPORT

MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS

OTHER BUSINESS

ADJOURNMENT

ANY PERSON WITH A DISABILITY REQUIRING REASONABLE ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING, SHOULD CALL (727) 588-3769 OR FAX A WRITTEN REQUEST TO (727) 588-3767.



Legislation Details (With Text)

File #: 16-0122 **Version:** 1 **Name:**

Type: Ordinance **Status:** General Agenda

File created: 5/9/2016 **In control:** Town Commission

On agenda: 8/16/2016 **Final action:**

Title: Second Reading of Ord # 506- Charter Amendment Referendum

Sponsors:

Indexes:

Code sections:

Attachments: [Report of 2016 Charter Reveiw Committee](#)
[506 - Charter Amendment Referendum 2016](#)

Date	Ver.	Action By	Action	Result
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REPORT OF 2016 TOWN OF BELLEAIR CHARTER REVIEW COMMITTEE

To the Mayor and Commissioners of the Town of Belleair:

The Town of Belleair Charter Review Committee has concluded its decennial review of the Town Charter pursuant to the requirements of Article X of the Town Charter. Based upon the Committee's review and discussion of the Charter, the Committee recommends to the Town Commission the following four (4) amendments to the Town Charter:

1. Amend Section 2.11(a)(1) to remove the thirty (30) day wait for new ordinances to become effective.
2. Amend Section 2.07(e) to remove the competitive purchasing policy and provide for purchasing policies and procedures to be determined by ordinance.
3. Add a provision to Section 2.07 requiring two (2) independent appraisals prior to the sale of Town real property.
4. Amend Section 2.09 to remove the prohibition on salaries to the Mayor and Commission and provide that they can be established by ordinance effective after expiration of the term of the adopting commissioners.

Following are, for each of the proposed amendments, an explanation of purpose, a draft of the charter text amendment and the proposed form of referendum ballot title and question/summary.

**TOWN OF BELLEAIR
2016 CHARTER REVIEW COMMITTEE
PROPOSED AMENDMENTS TO TOWN CHARTER**

PROPOSED CHARTER AMENDMENT NO. 1

(AMENDS INITIAL EFFECTIVE DATE OF TOWN ORDINANCES)

Charter Section 2.11(a)(1) currently provides “No ordinance shall have an effective date less than thirty (30) days following its enactment.”

Florida Statutes Section 166.041, which sets forth required procedures for adoption of municipal ordinances and resolutions provides in its subsection (4): “All ordinances or resolutions passed by the governing body shall become effective ten (10) days after passage or as otherwise provided therein.” The Charter Review Committee believes the current charter provision unnecessarily delays the effective date of ordinances adopted by the Town Commission for 30 days.

Amendment Text:

Charter section 2.11(a)(1) shall be amended to provide that town ordinances shall become effective on the date provided in the ordinance or otherwise as provided by state law.

BALLOT TITLE:

**NO. 1
CHARTER AMENDMENT
Amends Charter to Change Effective Date of Enacted Ordinances**

BALLOT QUESTION: Shall subsection 2.11(a)(1) of the Town Charter be amended to allow ordinances to have an effective date as provided in the enacted ordinance or as provided by State law instead of thirty (30) days after enactment? (38 words)

Yes _____

No _____

PROPOSED CHARTER AMENDMENT NO. 2

(AMENDS TOWN'S PURCHASING PROCEDURE)

Charter Section 2.07(e) of the Charter entitled Competitive Purchasing Procedure states as follows:

“Except as herein otherwise provided, all contracts for over Ten Thousand Dollars (\$10,000.00) shall be awarded to the lowest responsible bidder. The Commission may waive any formalities in any bid, may reject any or all bids, and may award the bid to other than the low bidder, if in its judgment such shall be in the best interest of the Town. It is recognized that some expenditures in excess of Ten Thousand Dollars (\$10,000.00), including, but not limited to, contracts relating to insurance and pension plans, best negotiated and are unpractical to award on a bid basis, and for demonstrated good cause shown, may be made without bid.”

The Charter Review Committee believes that this imposes unnecessary restrictions on the Town's ability to procure products and services. In particular, the \$10,000.00 threshold is considered too low to invoke the competitive bidding process. The Committee believes the procurement policies and procedures are better established by the Town Commission from time to time by ordinance rather than imposing absolute restrictions in the Town Charter. Town Staff and the Town Finance Committee also recommended that purchasing procedures and policies be established by ordinance rather than dictated by the Charter; however, Staff and the Finance Committee proposed to retain a threshold amount of \$35,000.00 in the Charter for which competitive bids would be required. Upon further consideration, the Committee decided that it would be preferable to also establish any minimum contract amount requiring competitive bids to also be established by ordinance instead of a charter provision.

Amendment Text:

Section 2.07(e) of the Charter entitled Competitive Purchasing Procedure, is removed and replaced with the following provision:

“(e) *Purchasing Procedure.* The Commission shall adopt a purchasing and procurement policy by ordinance consistent with state law.”

BALLOT TITLE:

NO. 2

CHARTER AMENDMENT

Provides for Establishment of Town Purchasing Policies and Procedures by Ordinance

BALLOT QUESTION: Shall Section 2.17(e) of the Town Charter be amended to remove the Competitive Purchasing Procedure to provide that Town purchasing and procurement policies and procedures shall be established by ordinance consistent with state law? (36 words)

Yes _____

No _____

PROPOSED CHARTER AMENDMENT NO. 3

(ESTABLISHES CONDITIONS AND REQUIREMENTS FOR DISPOSITION OF TOWN OWNED REAL PROPERTY)

The Town Charter currently has no provision dealing with the Town's sale or disposition of its real property. The Charter Review Committee believes certain conditions should be satisfied prior to the sale or disposition of Town owned real property, mainly to help ensure the Town is receiving adequate consideration for the property.

Proposed Amendment Text: It is proposed that a new Section 2.07(g) be added to the Town Charter to read as follows:

“No real property owned by the Town shall be sold, alienated or conveyed until the same has been appraised by two (2) independent appraisers who are members of an appraisal organization listed in Section 253.025, Florida Statutes, or its successor.”

BALLOT TITLE:

NO. 3 CHARTER AMENDMENT

Adds Requirement for Two Independent Appraisals Prior to Sale of Town Real Property

BALLOT QUESTION: Shall Section 2.07 of the Town Charter be amended to create a requirement that the Town shall not sell or dispose of any Town owned real property until the property has been appraised by two (2) independent appraisers? (40 words)

Yes _____

No _____

PROPOSED CHARTER AMENDMENT NO. 4

(REMOVING PROHIBITION ON SALARIES FOR MAYOR AND COMMISSIONERS AND PERMITTING ESTABLISHMENT BY ORDINANCE)

The Town Charter now provides that no salary shall be paid to the Mayor or any Commissioner. The Charter does provide that the Commission will establish annual expense allowance to reimburse the Mayor and Commissioners for expenses attributable to their offices which allowance is to be not less than One Hundred Dollars (\$100.00) per month for the Mayor and Twenty-Five Dollars (\$25.00) per month for a Commissioner. The Charter Review Committee acknowledges that the Mayor and Commissioners devote considerable time in the performance of their duties as the elected officials of the Town without compensation. Although the Town has historically had qualified candidates seek the office of Mayor and Commissioners, even though no compensation is paid for those positions, the Committee believes that the time may come that it might become difficult to attract candidates to make that commitment of time with no compensation. The Town of Belleair is the only Pinellas County city that does not pay some salary to its elected officials. The amendment would remove the prohibition on salaries, but the establishment of salaries would need to be done by ordinance.

Proposed Amendment Text: Amend Section 2.09, *Compensation and Expenses* to remove the prohibition on salaries to Mayor and Commissioners and replace with the following:

“The Commission may determine a reasonable annual salary for the Mayor and Commissioners by ordinance, but no ordinance establishing or increasing such salary shall become effective as to any Commissioner or the Mayor sitting on the Commission at the time of the passage of the ordinance until the expiration of the then present term of office for that individual. Members of the Commission shall also receive their actual and necessary expenses incurred in the performance of their duties of office.”

BALLOT TITLE:

NO. 4 CHARTER AMENDMENT Permits Determination of Salaries for Mayor and Commissioners by Ordinance

BALLOT QUESTION: Shall Section 2.09 of the Town Charter be amended to remove the prohibition on salaries for the Mayor and Commissioners and provide that the Commission may determine reasonable salaries of Mayor and Commissioners to be effective after expiration of the sitting officials’ terms of office? (47 words)

Yes _____

No _____

Respectively submitted:

Katherine Cole, Chair

ORDINANCE NO. 506

AN ORDINANCE OF THE TOWN OF BELLEAIR, FLORIDA PERTAINING TO THE TOWN CHARTER; AMENDING THE TOWN CHARTER TO (A) CHANGE EFFECTIVE DATE OF ENACTED ORDINANCES, (B) PROVIDE FOR ESTABLISHMENT OF TOWN PURCHASING POLICIES AND PROCEDURES BY ORDINANCE, (C) ADD REQUIREMENT FOR TWO INDEPENDENT APPRAISALS PRIOR TO SALE OF TOWN REAL PROPERTY, AND (D) PERMIT DETERMINATION OF SALARIES FOR MAYOR AND COMMISSIONERS BY ORDINANCE; PROVIDING FOR A REFERENDUM ON THE FOUR CHARTER AMENDMENTS; CONDITIONING THE EFFECTIVENESS OF THE CHARTER AMENDMENTS ON APPROVAL AT REFERENDUM; PROVIDING FOR OTHER RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

BE IN ENACTED BY THE PEOPLE OF THE TOWN OF BELLEAIR, FLORIDA:

SECTION 1. AUTHORITY FOR THIS ORDINANCE. This ordinance is enacted pursuant to Chapters 100 and 166, Florida Statutes, and other applicable provisions of law.

SECTION 2. TOWN COMMISSION FINDINGS AND DECLARATION OF INTENT.

(a) Following the conclusion of the proceedings of the Town's 2016 Charter Review Committee, the Charter Review Committee proposed amendments to the Town Charter and the Town Commission has held two (2) public hearings for consideration of such proposed amendments by the Town Commission and the residents of Belleair.

(b) Following the full consideration of the proposed charter amendments at such public hearings the Town Commission found the charter amendments set forth in Section 3 hereof to be necessary and appropriate for the purposes set forth in the report of the Charter Review Committee and by this Ordinance establishes final text of the proposed amendments and provides for such amendments to be placed to a vote of the electors of the Town in accordance with Florida Statutes Section 166.031.

SECTION 3. AMENDMENTS TO TOWN OF BELLEAIR CHARTER. The Town Commission hereby proposes to amend the Town Charter as follows:

Amendment No. 1 Changes Effective Date of Enacted Ordinances

Charter section 2.11(a)(1) of the Charter shall be amended to provide that town ordinances shall become effective on the date provided in the ordinance or otherwise as provided by state law.

Amendment No. 2 Provides for Establishment of Town Purchasing Policies and Procedures by Ordinance

Section 2.07(e) of the Charter entitled Competitive Purchasing Procedure, is removed and replaced with the following provision:

“(e) *Purchasing Procedure.* The Commission shall adopt a purchasing and procurement policy by ordinance consistent with state law.”

Amendment No. 3 Adds Requirement for Two Independent Appraisals Prior to Sale of Town Real Property

New Section 2.07(g) shall be added to the Town Charter to read as follows:

“No real property owned by the Town shall be sold, alienated or conveyed until the same has been appraised by two (2) independent appraisers who are members of an appraisal organization listed in Section 253.025, Florida Statutes, or its successor.”

Amendment No. 4: Permits Determination of Salaries for Mayor and Commissioners by Ordinance

Section 2.09 of the Charter entitled Compensation and Expenses is amended to read in its entirety as follows:

“The Commission may determine a reasonable annual salary for the Mayor and Commissioners by ordinance, but no ordinance establishing or increasing such salary shall become effective as to any Commissioner or the Mayor sitting on the Commission at the time of the passage of the ordinance until the expiration of the then present term of office for that individual. Members of the Commission shall also receive their actual and necessary expenses incurred in the performance of their duties of office.”

SECTION 4. REFERENDUM. The Town Clerk is hereby authorized and directed to place on the ballot for the general election to be held on November 8, the following four (4) ballot titles and questions:

BALLOT TITLE:

**NO. 1
CHARTER AMENDMENT
Amends Charter to Change Effective Date of Enacted Ordinances**

BALLOT QUESTION: Shall subsection 2.11(a)(1) of the Town Charter be amended to allow ordinances to have an effective date as provided in the enacted ordinance or as provided by State law instead of thirty (30) days after enactment?

Yes _____

No _____

BALLOT TITLE:

NO. 2

CHARTER AMENDMENT

Provides for Establishment of Town Purchasing Policies and Procedures by Ordinance

BALLOT QUESTION: Shall Section 2.17(e) of the Town Charter be amended to remove the Competitive Purchasing Procedure to provide that Town purchasing and procurement policies and procedures shall be established by ordinance consistent with state law?

Yes _____

No _____

BALLOT TITLE:

NO. 3

CHARTER AMENDMENT

Adds Requirement for Two Independent Appraisals Prior to Sale of Town Real Property

BALLOT QUESTION: Shall Section 2.07 of the Town Charter be amended to create a requirement that the Town shall not sell or dispose of any Town owned real property until the property has been appraised by two (2) independent appraisers?

Yes _____

No _____

BALLOT TITLE:

NO. 4

CHARTER AMENDMENT

Permits Determination of Salaries for Mayor and Commissioners by Ordinance

BALLOT QUESTION: Shall Section 2.09 of the Town Charter be amended to remove the prohibition on salaries for the Mayor and Commissioners and provide that the Commission may determine reasonable salaries of Mayor and Commissioners to be effective after expiration of the sitting officials' terms of office?

Yes _____

No _____

SECTION 5. SEVERABILITY. In the event that any word, phrase, clause, sentence or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, phrase, sentence or paragraph hereof.

SECTION 6. SUPERSEDING CLAUSE. All ordinances, resolutions or parts thereof in conflict or inconsistent with this ordinance are hereby superseded insofar as there is conflict or inconsistency.

SECTION 7. EFFECTIVE DATE. Section 3 of this ordinance shall take effect only if and when approved by a majority of the electors of the Town voting in the referendum called in Section 4 of this ordinance. All other sections of this ordinance shall take effect thirty (30) days after final passage and adoption.

PASSED ON FIRST READING: August 2, 2016

PASSED ON THE SECOND AND FINAL READING: **August 16, 2016*

Mayor

ATTEST:

Town Clerk



Legislation Details (With Text)

File #: 16-0178 **Version:** 1 **Name:**
Type: Minutes **Status:** Minutes Approval
File created: 8/5/2016 **In control:** Town Commission
On agenda: 8/16/2016 **Final action:**
Title: Approval of August 2, 2016 Regular Meeting Minutes
Sponsors:
Indexes:
Code sections:
Attachments: [RM 08-02-2016](#)

Date	Ver.	Action By	Action	Result
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Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Town Commission

Tuesday, August 2, 2016

5:30 PM

Town Hall

Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.

Meeting called to order at 5:31 PM with Deputy Mayor Rettstatt presiding.

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

Present: 3 - Deputy Mayor Karla Rettstatt
Commissioner Michael Wilkinson
Commissioner Tom Shelly

Absent: 2 - Mayor Gary H. Katica
Commissioner Tom Kurey

SCHEDULED PUBLIC HEARINGS

Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

[16-0121](#)

First Reading of Ordinance 506 - Charter Amendment Referendum

Micah Maxwell-Town Manager-Four charter amendments suggested by the Charter Review Committee are as follows: removing 30 day wait period for effective date of ordinances; removal of competitive purchasing language to have purchasing policies and procedures set by ordinance; adding requirement of two independent appraisals for selling town real property; removing prohibition on Mayor and Commissioner salaries allowing for establishment by ordinance.

Katie Cole and Neil Palenzuela, Charter Review Committee members, in audience and available for any questions.

No further discussion.

Commissioner Shelly moved approval of Ordinance 506; seconded by Commissioner Wilkinson.

Aye: 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

Absent: 2 - Mayor Katica, and Commissioner Kurey

CITIZENS COMMENTS

(Discussion of items not on the agenda. Each speaker will be allowed 3 minutes to speak.)

Neil Palenzuela-Resident-Thanked Katie Cole for service as Chairman on the Charter Review Committee; commented on wanting to see work on covenant regarding golf course sale.

CONSENT AGENDA

[16-0172](#) Approval of July 19, 2016 Regular Meeting Minutes

Commissioner Shelly moved approval of the consent agenda; seconded by Commissioner Wilkinson.

Aye: 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

Absent: 2 - Mayor Katica, and Commissioner Kurey

GENERAL AGENDA

[16-0175](#) Preliminary FY 2016-17 Budget

Micah Badana-Management Analyst II-Discussed the preliminary 2016-2017 budget; provided brief summary from each fund regarding revenues, expenditures and organizational changes; current millage is 5.9257.

Deputy Mayor Rettstatt questioned reorganization of public works and administration.

Mr. Maxwell commented on capital projects being moved to administration for efficiency; maintenance related still handled by public works; residents can use See Click Fix or contact public works for maintenance issues.

Discussion regarding importance of having a full time code enforcement officer; position priority over front desk recreation; officer would be fully sworn.

Bill Sohl-Chief of Police-Stated current code enforcement officers is retiring; commented on future plans; sworn full time code officer provides versatility.

Discussion ensued regarding code enforcement position being priority; compensation and department need; Mr. Maxwell noted dollars from JMC project most likely won't be seen for two years; Finance Board will review budget next.

[16-0125](#) Approval of the Maximum Millage Preliminary Rate

Mr. Badana stated the TRIM process requires maximum millage rate to be set; staff recommends maintaining current millage of 5.9257.

Commissioner Shelly moved approval of setting the maximum millage preliminary rate at the current millage rate of 5.9257; seconded by Commissioner Wilkinson.

Aye: 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

Absent: 2 - Mayor Katica, and Commissioner Kurey

[16-0111](#) Street Light Bid Award Approval

Mr. Maxwell stated town has not been operating under a maintenance contract; Cole Electrical Contractors LLC is lowest bid; Cole Electric to be primary contractor, secondary will be Tamco Electric Inc.

Commissioner Wilkinson moved to approve the annual streetlight maintenance bid #PW16-1 to Cole Electrical Contractors LLC as the primary contractor, Tamco Electric Inc. as the secondary contractor; seconded by Commissioner Shelly.

Aye: 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

Absent: 2 - Mayor Katica, and Commissioner Kurey

[16-0173](#) Disposal of Capital Assets #2016-2

Mr. Badana stated staff has reviewed fixed assets; several items no longer in use or disposed of; items on list not already destroyed will be auctioned on GovDeals.

Commissioner Wilkinson moved to approve disposal of the capital assets listed on the attached schedule; seconded by Commissioner Shelly.

Aye: 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

Absent: 2 - Mayor Katica, and Commissioner Kurey

[16-0174](#) Belleview Biltmore Golf Course site plan application

Mr. Maxwell stated the town must give Pelican Golf LLC permission to be able to apply for a site plan; approving to make application does not bind to anything; Commission and Planning and Zoning Board will hear item in October.

Discussion regarding timeline of site plan and sale approval; ability to see conservation easement before site plan approval; Mr. Maxwell stated site plan and sale are separate.

Mr. Palenzuela commented on seeing a draft of the easement at the time of site plan submission.

Campbell McLean-Acting Town Attorney-Doesn't recommend conditioning approval of the request; contractually items are separate; town can request as a good faith effort that is presented; do not want to hinge process.

Commissioner Shelly moved that we grant Pelican Golf LLC. authorization to file a development permit application on behalf of the Town of Belleair; seconded by Commissioner Wilkinson.

Aye: 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

Absent: 2 - Mayor Katica, and Commissioner Kurey

TOWN MANAGER'S REPORT

Mr. Maxwell had nothing to report.

TOWN ATTORNEY'S REPORT

David Ottinger not in attendance; Mr. McLean had nothing additional to report.

MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS

Commissioner Shelly-Commented on Forward Pinellas pedestrian project on West Bay.

Deputy Mayor Rettstatt-Nothing to report.

Commissioner Wilkinson-Rec Board did not meet; Gracie's Big Splash this weekend.

OTHER BUSINESS

No other business.

ADJOURNMENT

No further business; meeting adjourned in due form at 6:03 PM.

Deputy Mayor Rettstatt moved to adjourn; seconded by Commissioner Wilkinson.

Aye: 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

Absent: 2 - Mayor Katica, and Commissioner Kurey

TOWN CLERK

APPROVED:

MAYOR



Legislation Details (With Text)

File #: 16-0177 **Version:** 1 **Name:**
Type: Discussion Items **Status:** General Agenda
File created: 8/4/2016 **In control:** Town Commission
On agenda: 8/16/2016 **Final action:**
Title: Agreement with the Pinellas County Sheriff's Office for Support Services FY 16-17
Sponsors:
Indexes:
Code sections:
Attachments: [Agreement with PCSO for Support Services FY16-17](#)

Date	Ver.	Action By	Action	Result
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Summary

To: Mayor Katica and Belleair Commissioners
From: Chief Sohl
Date: 8/4/2014

Subject:

FY 16-17 Agreement with the Pinellas County Sheriff Department for Support Services

Summary:

Presentation of the FY 16-17 Agreement with the Pinellas County Sheriff Department for Support Services, including Dispatch, Records/Reports, Forensic Services, Latent Print Services and Property and Evidence.

Previous Commission Action: This Annual Agreement has been approved in past Fiscal Years.

Background/Problem Discussion: This Agreement is essentially the same contract as last year for support services provided to the Town of Belleair from the Pinellas County Sheriff Department.

Expenditure Challenges The Fiscal Year 16-17 fee for this agreement is \$22,412.00.

Financial Implications: This year's fee is an increase of \$2705.00 from last year's fee of \$19,707.00.

Recommendation: Staff recommends approval.

Proposed Motion Move approval of the agreement with the Pinellas County Sheriff Department for Support Services for Fiscal Year 16-17.

AGREEMENT

THIS AGREEMENT is made and entered into by and between the TOWN OF BELLEAIR, a municipal corporation (hereinafter "TOWN"), and BOB GUALTIERI, as Sheriff, Pinellas County, Florida (hereinafter "SHERIFF").

A. COMPUTER AIDED DISPATCH (CAD)

WHEREAS, the SHERIFF currently maintains a computer-aided dispatch (CAD) system;
and

WHEREAS, the TOWN desires to contract with the SHERIFF to permit TOWN to have full access to all the features available in the Sheriff's computer-aided dispatch (CAD) system;
and

WHEREAS, the CAD system is capable of handling the volume of calls that are anticipated to be generated by the TOWN without reducing the speed or efficiency of the system;
and

WHEREAS, both the TOWN and the SHERIFF believe the provision of such services as hereinafter described is in the best interest of the safety and welfare of the citizens of the TOWN and of Pinellas County;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, the parties hereto agree as follows:

1. The SHERIFF maintains a computer-aided dispatch (CAD) system whose main purpose is to receive and dispatch calls for service relating to law enforcement matters, as well as additional voice and data communication needed to assist police officers in their daily duties. This system includes communication with police laptop computers, portable and in-car radios and is staffed 24 hours a day, 7 days a week. This system is solo operated and maintained by the SHERIFF and is housed at a location designated by the SHERIFF. The SHERIFF agrees to

receive calls for TOWN police services and dispatch police services to the TOWN via this CAD system.

2. The SHERIFF shall be responsible for the maintenance, upgrades and repairs to the Sheriff's CAD system.

3. The SHERIFF shall notify the TOWN of any changes or upgrades necessary in the communication equipment owned by the TOWN, to ensure that the TOWN continues to have full access to the CAD system. The cost of such changes or upgrades shall be the responsibility of the TOWN.

4. The SHERIFF agrees that such notice to the TOWN shall be made as soon as possible after the SHERIFF becomes aware of the need for the change or upgrade.

5. The TOWN agrees to make the necessary changes or upgrades in a timely manner. Failure to do so may result in termination of the Agreement.

6. All communication equipment needed, such as but not limited to radio and laptop computers, to provide communication between the SHERIFF and the on-duty officers of the TOWN shall be purchased by the TOWN. However, the equipment shall meet the technical requirements for the SHERIFF'S CAD system.

7. All equipment purchased by the TOWN shall remain the property of and be maintained by the TOWN. The parties agree that licenses which provide for the use of the software which enables access and use of the SHERIFF'S CAD system by the TOWN, and for which licenses the TOWN pays the SHERIFF, are not "equipment" and as such remain the SHERIFF'S property.

8. The SHERIFF agrees to provide technical and troubleshooting support to ensure that all equipment, hardware, and software for which the SHERIFF is responsible is properly

configured and in working order. Any problems relating to the TOWN'S hardware and software will be the responsibility of the TOWN to address.

9. In addition to the costs stated above, in return for the services to be provided by the SHERIFF, the TOWN shall pay to the SHERIFF the sum of ELEVEN THOUSAND SIX HUNDRED EIGHTY-SIX DOLLARS AND NO CENTS (\$11,686.00) to be paid on October 1, 2016, or as soon as possible after approval of the Agreement by both parties. This cost includes payment for Sheriff's Office Communications Center personnel and the annual fees for the nine (9) mobile licenses for the nine (9) police officer and supervisor units.

10. Should the TOWN determine a need to add additional units to its fleet which are CAD-accessible, then the TOWN shall be responsible for all associated costs incurred by the SHERIFF on its behalf and charged accordingly. Such costs shall be billed by the SHERIFF and payable upon receipt by the TOWN to the SHERIFF.

B. AUGMENTED CRIMINAL INVESTIGATIVE SUPPORT SYSTEM (ACISS)

WHEREAS, the SHERIFF currently has available and utilizes a computer based system for taking, recording and collating police reports known as the Augmented Criminal Investigative Support System (hereinafter referred to as "ACISS"); and

WHEREAS, this computer based system allows officers to prepare police reports using the system, making retrieval of and statistical information related to such reports readily available to law enforcement personnel; and

WHEREAS, the TOWN desires to contract with the SHERIFF to permit TOWN officers to utilize the computer based ACISS program; and

WHEREAS, the ACISS system is capable of handling the volume of reports that are anticipated to be generated by the TOWN without reducing the speed or efficiency of the system;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, the parties hereto agree as follows:

1. The SHERIFF will make ACISS available to the TOWN, which will permit officers of the TOWN to prepare police reports relating to Part 1 offenses and all other reports as the TOWN may deem necessary or appropriate. This system will be available at all times except at such times as the system is unavailable because of routine maintenance, upgrading, data back-up operations or malfunction.

2. The TOWN shall have access to the ACISS system through a computer terminal located at the TOWN police facility. The TOWN shall be responsible for all hardware and software (other than ACISS software) necessary to access the ACISS system. The SHERIFF is responsible for maintaining the records management computer system, including all required software licenses, upgrades, updates, and system administration. The SHERIFF is also responsible for maintaining the records management software (ACISS), including all necessary software licenses, upgrades, updates and system administration. The TOWN agrees it shall be responsible for providing and running the necessary anti-virus software on all computers connected to ACISS, and shall be responsible for performing Windows updates on a regular and ongoing basis. Pursuant to this Agreement, the TOWN shall be authorized to have one (1) person logged on to the system at any given time.

3. The cost for the annual maintenance of one (1) ACISS license is FOUR HUNDRED NINETY-FIVE DOLLARS (\$495.00), which the TOWN agrees to pay to the SHERIFF on October 1, 2016, or as soon as possible after approval of the Agreement by both parties. Should the TOWN desire to obtain simultaneous access to the ACISS system by more than one person, the cost for additional simultaneous users shall be THREE THOUSAND

THREE HUNDRED DOLLARS (\$3,300.00) for the additional ACISS license and FOUR HUNDRED NINETY-FIVE DOLLARS (\$495.00) for the annual maintenance fee.

4. Effective July 1, 2013, the Florida State legislature enacted §119.0701. This statute requires that all contractors comply with Florida's public records laws with respect to services performed on behalf of a governmental agency. Specifically, the statute requires that contractors:

- a. Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service;
- b. Provide the public with access to public records on the same terms and conditions that a public agency would provide the records and at a cost that does not exceed the cost provided by Chapter 119 of the Florida Statutes or as otherwise provided by law;
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law;
- d. Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. Failure to comply with these provisions is considered an immediate breach of this Agreement.

5. The TOWN agrees to establish and maintain a quality control system in order to maintain the integrity of the data being entered into ACISS. Failure to do so may result in payment by the TOWN to ACISS to restore the integrity of the data and/or the requirement that all reports be done utilizing the SHERIFF'S ARMS (Automated Records Management System) Unit staff.

6. The SHERIFF originally provided TOWN police officers and other police personnel with training in the use of the ACISS system for the creation of police reports and self-entry by the officers. The parties agreed that the goal in training TOWN officers in the use of ACISS was to develop expertise on the part of one or more officers to the extent they would become responsible for training new officers who are employed by the TOWN in the future, and as such the TOWN is now responsible for said training.

7. In addition to ACISS access, the SHERIFF shall process traffic citations from the Belleair Police Department. These citations shall be delivered to the Sheriff's Office and placed in the designated receptacle for citations. This additional service shall include the entering of the Belleair Police Department traffic citations into ACISS and transferring said traffic citations to the Clerk of the Circuit Court. If said traffic citations are found to be lacking the required information for entering them into ACISS or forwarding them to the Clerk of the Circuit Court, they will be returned to the Belleair Police Department with an explanation for the return.

8. The TOWN agrees to pay the SHERIFF, on October 1, 2016, or as soon as possible after approval of the Agreement by both parties the sum of FIVE HUNDRED DOLLARS AND NO CENTS (\$500.00), which reflects the sum due for traffic citation processing.

C. **FORENSIC SCIENCE SERVICES/PROPERTY AND EVIDENCE SERVICES**

WHEREAS, the TOWN desires to contract with the SHERIFF for crime scene services and evidence and property storage for the TOWN OF BELLEAIR Police Department; and

WHEREAS, the SHERIFF has available personnel to perform such services for the TOWN; and

WHEREAS, both the TOWN and the SHERIFF believe the provision of such services as hereinafter described is in the best interest of the safety and welfare of the citizens of the TOWN

and of Pinellas County and that such will facilitate the investigation of criminal activity and the apprehension of persons engaging in such activity;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, the parties hereto agree as follows:

1. FORENSIC SCIENCE SERVICES

a. The SHERIFF will provide to the TOWN, upon request by the TOWN, Forensic Science Specialists to document, process and collect evidence at crime scenes within the TOWN. Said services shall include the photographing or otherwise documenting said crime scene as such may be appropriate, within the scope and capabilities of the SHERIFF. Any processing or testing outside SHERIFF'S capabilities shall be at the expense of the TOWN but will be facilitated by the SHERIFF.

b. The SHERIFF shall provide to the TOWN Police Department copies of all crime scene reports generated by SHERIFF's personnel pursuant to this Agreement.

c. The TOWN shall pay to the SHERIFF the sum of TWO HUNDRED EIGHTEEN DOLLARS AND SIXTY-FIVE CENTS (\$218.65) for each crime scene processed by the SHERIFF and shall pay for twenty-five (25) calls for service during the period of this Agreement. For all requests for service in excess of the specified number of calls, the TOWN shall pay to the SHERIFF the sum of TWO HUNDRED EIGHTEEN DOLLARS AND SIXTY-FIVE CENTS (\$218.65) for each crime scene processed pursuant to this Agreement.

d. The TOWN shall pay to the SHERIFF, on October 1, 2016, or as soon as possible after approval of the Agreement by both parties the sum of FIVE THOUSAND FOUR HUNDRED SIXTY-SIX DOLLARS AND NO CENTS (\$5,466.00) for the twenty-five (25) calls for service during the period of this Agreement.

e. Should the TOWN'S request for services be less than the twenty-five (25) calls as provided herein, the funds for the number of calls paid for above the amount of actual calls processed during the term of this Agreement shall be refunded to the TOWN as soon as is practical after the final month of this contract term has been completed and the total number of calls for the year been determined.

f. The parties agree that the term "call for service" as used herein shall be defined as an incident, event or offense that requires a report or offense number made, recorded or taken by a member of the TOWN Police Department for documentation purposes and which requires some reportable action by a SHERIFF's Forensic Science Specialist. All services rendered under the same case number shall be deemed one call for service. Such offense numbers shall be used to calculate calls for service with each offense number that results in a request for services being deemed a call for service.

2. PROPERTY AND EVIDENCE SERVICES

a. During the term of this Agreement, the SHERIFF agrees to provide to the TOWN storage, release and disposition of all seized evidence, found property and property being held for safekeeping as defined by Florida Statutes and the Belleair Code of Ordinances within the SHERIFF'S Evidence and Property Control Facility, except for non-evidentiary bicycles and breath, blood or urine samples obtained from persons suspected of operating vehicles or vessels while under the influence of alcohol or drugs, which samples shall be maintained by the Pinellas County Medical Examiner's Office.

b. The SHERIFF shall also transport drug items to and from the County lab as determined by the Town Police Department. The Town Police Department shall be responsible for transporting all items of property or evidence as aforesaid from the Town Police Department and transporting same to secure storage facilities maintained by the SHERIFF.

c. The SHERIFF shall store and maintain chain of custody of all evidence and other property in accordance with current General Orders and SOPs. All evidence and other property seized, found or held for safekeeping by the SHERIFF for the Town Police Department shall be disposed of in accordance with Florida law or as otherwise ordered by a court of law. Nothing herein shall prevent the TOWN from retaining any of its evidence or other property as part of the TOWN's inventory of property or donated by the TOWN to a qualified non-profit organization in accordance with Florida law.

e. The TOWN shall pay to the SHERIFF on October 1, 2016, or as soon as possible after approval of the Agreement by both parties the sum of TWO THOUSAND TWO HUNDRED FIFTY-SIX DOLLARS AND NO CENTS (\$2,256.00), which reflects the sum due for all property and evidence services to be rendered during the term of this Agreement, which provides for the processing of 200 pieces of property and evidence at the cost per piece of ELEVEN DOLLARS AND TWENTY-EIGHT CENTS (\$11.28).

f. Billing for any pieces of property and evidence beyond 200 pieces covered by the minimum sum above for the term of this Agreement shall be invoiced at the rate of TEN DOLLARS AND NINETY-FIVE CENTS (\$10.95) on a quarterly basis, as needed. If the TOWN uses less than the two hundred (200) items anticipated, the funds for the number of cases paid for above the amount of actual cases processed during the term of this Agreement shall be refunded to the TOWN as soon as is practical after the final month of this contract term has been completed and the total number of items for the year been determined.

D. LATENT PRINT SERVICES

WHEREAS, the TOWN desires to contract with the SHERIFF for latent print services for the TOWN OF BELLEAIR Police Department; and

WHEREAS, the SHERIFF has available personnel to perform such services for the TOWN; and

WHEREAS, both the TOWN and the SHERIFF believe the provision of such services as hereinafter described is in the best interest of the safety and welfare of the citizens of the TOWN and of Pinellas County and that such will facilitate the investigation of criminal activity and the apprehension of persons engaging in such activity;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, the parties hereto agree as follows:

1. The SHERIFF shall provide to the TOWN latent print examination and analysis services.
2. Latent Print Examiners who perform these services shall be appropriately trained and qualified to examine latent fingerprints and to identify same.
3. Said Examiners shall be members of the Pinellas County Sheriff's Office and shall be subject to the direction and all rules and regulations of the SHERIFF.
4. Said Examiners shall be on duty to perform fingerprint examinations for the TOWN eight (8) hours per day, five (5) days per week and shall as a part of their duties:
 - a. Examine fingerprints provided by the TOWN to eliminate fingerprints of persons who have a legitimate reason to have their fingerprints at a premise or on an object.
 - b. Evaluate the quality of latent fingerprints provided by the TOWN.
 - c. Compare the latent fingerprints of suspects provided by the TOWN.
 - d. Appropriately document those latent fingerprints provided by the TOWN that cannot be positively identified.
 - e. Prepare and provide to the TOWN reports on all latent fingerprint identifications performed.
 - f. Attend depositions, hearings and trials and render expert testimony in the area of fingerprint identification.

5. In those instances where the TOWN submits a complex or lengthy latent identification request, the SHERIFF shall devote the necessary personnel available to perform the work.

6. The TOWN shall provide one individual, to be designated by the TOWN, who shall act as a liaison with Examiners as provided for herein. Said liaison shall:

- a. Be a member of the TOWN Police Department.
- b. Be responsible for the timely and appropriate delivery of latent fingerprints and certain items of evidence to the SHERIFF.
- c. Be responsible for the proper execution and delivery to the SHERIFF of correctly executed latent fingerprint request forms.
- d. Be responsible for the return to the TOWN of completed latent fingerprint request forms showing the results of such examination or comparison.
- e. Serve as the SHERIFF's contact with the TOWN in all day-to-day matters relating to the examination of latent fingerprints pursuant to this Agreement.

7. The TOWN shall pay the SHERIFF on October 1, 2016, the sum of TWO THOUSAND NINE DOLLARS AND NO CENTS (\$2,009.00) for the latent print examination and analysis services to be rendered pursuant to this Agreement, which reflects payment for twenty-five (25) latent print cases at a cost of EIGHTY DOLLARS AND THIRTY-EIGHT CENTS (\$80.38) per case. Should the TOWN'S number of cases exceed the twenty-five (25) cases covered by this Agreement, it agrees to pay the EIGHTY DOLLARS AND THIRTY-EIGHT CENTS (\$80.38) per each additional case. If the TOWN uses less than the anticipated twenty-five (25) cases, the funds for the number of cases paid for above the amount of actual cases processed during the term of this Agreement shall be refunded to the TOWN as soon as is practical after the final month of this contract term has been completed and the total number of cases for the year been determined.

E. **TOTAL COMPENSATION**

The TOWN shall pay to the SHERIFF on October 1, 2016, or as soon as possible after approval of the Agreement by both parties the sum of TWENTY-TWO THOUSAND FOUR HUNDRED TWELVE DOLLARS AND NO CENTS (\$22,412.00), which reflects the sum due for all services to be rendered during the term of this Agreement, with adjustments, if any, made as soon as possible after the end of the contract year as provided herein.

F. The term of the Agreement shall be for a period of one (1) year commencing October 1, 2016, and terminating September 30, 2017. The parties agree that where the Agreement is not terminated as provided for below, the terms of this Agreement shall automatically continue for 120 days beyond September 30, 2017, in the event a replacement contract has not yet been completely executed. The TOWN shall pay to the SHERIFF the same sum as is due for this Agreement, and the parties agree that any change in the annual cost of service, if any, shall be retroactively applied for services rendered from October 1, 2017, through the duration of the replacement contract, and shall immediately be paid by the TOWN to the SHERIFF if an additional sum is due, or credited to the TOWN if a refund is due for the services already provided, with any credits from this Agreement as provided herein factored into the balance due or credit owed.

G. Either party may terminate this Agreement without cause or further liability to the other upon written notice to the other given thirty (30) days prior to the requested termination date.

H. For the purpose of this Agreement, notice shall be given to the parties as follows:

TOWN:	MICAH MAXWELL, Town Manager
	Town of Belleair
	901 Ponce deLeon Blvd.
	Belleair, FL 33756

SHERIFF: MAJOR STEFANIE CAMPBELL
Support Services Bureau
Pinellas County Sheriff's Office
P. O. Drawer 2500
Largo, FL 33779-2500

I. This Agreement reflects the full and complete understanding of the parties and may be modified only by a document in writing executed by the parties hereto.

Neither party shall assign any obligations or responsibilities under this Agreement to any third party.

J. The parties agree that nothing contained herein shall in any manner waive the sovereign immunity which applies to the parties nor shall anything contained herein waive the provisions of Chapter 768 of the Florida Statutes.

IN WITNESS WHEREOF, the parties to this Agreement have caused the same to be signed by their duly authorized representatives this ____ day of _____ 2016.

ATTEST:

TOWN OF BELLEAIR

TOWN CLERK

MAYOR

TOWN ATTORNEY

TOWN MANAGER

SHERIFF, PINELLAS COUNTY, FL

BOB GUALTIERI, Sheriff



Legislation Details (With Text)

File #: 16-0185 **Version:** 1 **Name:**
Type: Action Item **Status:** General Agenda
File created: 8/9/2016 **In control:** Town Commission
On agenda: 8/16/2016 **Final action:**
Title: Award of Bid for ITB #PW16-2: 2016 Annual Sidewalk Construction, Repair, & Reconstruction Project
Sponsors:
Indexes:
Code sections:
Attachments: [Bid Tabulation PW16-2](#)
[Notice of Award 2016 Sidewalk Contract](#)

Date	Ver.	Action By	Action	Result
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Summary

To: Mayor Gary H. Katica, Commissioners
From: Micah Badana
Date: 8/9/2016

Subject:

Award of Bid for ITB #PW16-2: 2016 Annual Sidewalk Construction, Repair, & Reconstruction Project

Summary:

A bid was advertised during the month of July for sidewalk construction, repair, and reconstruction. Staff received eight solicitations for the project. The lowest responsive and responsible bidder is Professional Services Group, LLC with a total contract amount of \$33,750.

Previous Commission Action: None.

Background/Problem Discussion: Staff completed an evaluation of the sidewalk conditions throughout town. Based on the assessment, staff identified all the unsafe sidewalk panels. Due to the volume of replacements required to repair or reconstruct the unsafe sidewalk panels, staff decided to contract the work.

Expenditure Challenges None.

Financial Implications: Staff will fund the contracted work utilizing the budgeted vacant streets position. An internal budget amendment will be made to transfer the funds from the salaries line item to road, materials, & supplies.

Recommendation: Staff recommends awarding the bid, PW16-2 to the Professional Services Group, LLC in the amount of \$33,750.

Proposed Motion I move to award the bod, PW16-2 to the Professional Services Group, LLC in the amount of \$33,750.

Town of Belleair Bid Tabulation Sheet									
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Solicitation Number: PW16-2 Work Performed: 2016 Annual Sidewalk Construction, Repair, & Reconstruction Project

Solicitation Number: PW16-2 Work Performed: 2016 Annual Sidewalk Construction, Repair, & Reconstruction Project

Date Opened: 07/29/2016 Time Opened: 3:00 PM Name of Procurement Officer: Jeff DeGroot

SIGNATURE OF PROCUREMENT OFFICER: _____

[illegible]

TOWN OF BELLEAIR

MAYOR: GARY H. KATICA

DEPUTY MAYOR: KARLA RETTSTATT

COMMISSIONERS: TOM SHELLY
MICHAEL WILKINSON
TOM KUREY

TOWN MANAGER: MICAH MAXWELL



901 PONCE DE LEON BOULEVARD
BELLEAIR, FLORIDA 33756-1096

PHONE (727) 588-3769

FAX (727) 588-3778

WWW.TOWNOFBELLEAIR.COM

INC. 1925

NOTICE TO AWARD

Dated: August 9, 2016

PROJECT: 2016 Annual Sidewalk Construction, Repair, & Reconstruction Project

OWNER'S CONTRACT NO. PW16-2

CONTRACT FOR: Town of Belleair

This Notice is in regard to the subject Invitation To Bid issued by the Town of Belleair for the 2016 Annual Sidewalk Construction, Repair, & Reconstruction Project. The Town has evaluated the bids received using the evaluation criteria identified in the contract documents, and the Town of Belleair is hereby announcing its conditional contract award to the following bidder:

- Professional Services Group, LLC.

The bidder listed above was the lowest responsive and responsible bidder. As provided in the contract document, the award is subject to an approval by the Town Commission, as a result, this Notice does NOT constitute the formation of a contract between the Town and the apparent successful contractor. The contractor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Town is executed.

As stated in the bid solicitation, following announcement of this award decision, all submissions in response to the bid are considered public records available for public inspection pursuant to Chapter 119, of the Florida Statutes.

This award decision is conditioned upon final approval by the Town Commission.

The awarded bid price is Thirty-Three Thousand Seven Hundred Fifty dollars and zero cents, (\$33,750.00), as indicated in the total schedule unit prices. A tabulation of the bid is available on at <http://www.townofbelleair.com/Bids.aspx>.



Legislation Details (With Text)

File #: 16-0188 **Version:** 1 **Name:**
Type: Discussion Items **Status:** General Agenda
File created: 8/12/2016 **In control:** Town Commission
On agenda: 8/16/2016 **Final action:**
Title: Discussion of the 2016-2017 Budget
Sponsors:
Indexes:
Code sections:
Attachments: [budget](#)

Date	Ver.	Action By	Action	Result
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Summary

To: Mayor and Commissioners
From: Micah Maxwell, Town Manager
Date: 8/12/2016

Subject:

Discussion of 2016-2017 Budget

Summary:

At this time, we are at a net positive of \$31,410 for the next budget year.

A few revenue and expenditure impacts are;

- A merit based salary adjustment is included in the budget with a maximum 3% increase
- Health Increase will be a 4.1% increase instead of the 10% originally estimated
- Staff has reevaluated the capital vehicle replacement program
- Conversion of part time Code Enforcement Officer to full time
- Conversion of part time recreation from desk employee to full time

We still have some outstanding items, including:

- General Liability estimates
- The staff has included the amount calculated by Largo of \$559,000 for fire service fees, however Belleair and Belleair Bluffs are in discussions with Largo about the calculation of those fees

Previous Commission Action: The Commission approved the maximum millage rate at the August 2nd meeting.

Background/Problem Discussion:

Revenues

Staff has received the certified taxable property values and property taxes are estimated to rise 5.79%. This equates to an increase of \$171,000.

Electric Franchise this fiscal year is trending an increase and staff has estimated an additional \$26,900.

Communication Services Tax as estimated by the state, dropped \$13,000 compared to prior year's budget.

State revenue sharing is estimated at 4% increase, which is a \$3,950 impact.

State Sales Tax revenue increased by 3% and provides an additional \$7,750.

Expenditures

Revenues

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State revenue sharing is estimated at 4% increase, which is a \$3,950 impact.

State Sales Tax revenue increased by 3% and provides an additional \$7,750.

Expenditures

Administration - The majority of the increase is related to the transfer of the construction project supervisor from Public Works to Administration. This is \$71,450 of the shown change. The bulk of the remainder (\$6,800) is health cost and merit related.

Building - The department is estimating \$20,000 less in contracted costs, due mainly to the experience of the last two years which has provided a better understanding of demand.

Support Services - Also, increases to in computer system are related to the required upgrade of our records management system, as well as the new telecom system now that the Public Works building is operational. There was also an error in last year's budget and the expense for one employee's health insurance was not budgeted for. We have corrected that problem, which impacted the budget by about \$8,000.

Police - The major increase in Police relates to the pension plan. The actuarial report calls for an additional \$24,150 to be allocated. Other cost changes mainly surround health and merit increases. Also, the department has requested transitioning the code enforcement officer from a part time to full time position

Public Works - Just as the Administration departments increased by \$71,000, the Public Works Department decreased that same amount. We have added back in to the budget the \$8,000 that we removed last year for medical for one of the employees. It was intended to try and make that position a part time position, but at this time we feel that going back to fulltime is the correct move. On the building maintenance side, there is a request for up to \$5,000 for a weekend cleaner for the recreation center.

Parks and Recreation - A large part of the increase in Parks and Recreation personnel costs is related to health and merit increases, as with other departments. Parks and Recreation has asked for increases to the maintenance of grounds and tree trimming accounts, which administration has no issues with. Also, the department has requested transitioning the front desk clerk from a part time to full time position

Expenditure Challenges N/A

Financial Implications: The current budget does not include any increase to the Town's General Fund Budget does not include any increase to the millage rate or any other collection rates

Recommendation: N/A

Proposed Motion N/A

Summary Page

FY 2015-16 FY 2016-17**Budget Budget**

Revenues	\$	5,613,500	\$	5,784,200	\$	170,700
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Expenditures	FY 2015-16	FY 2016-17	Change Between FY
Administration	\$ 484,100	\$ 562,150	\$ 78,050
Building	\$ 163,450	\$ 142,250	\$ (21,200)
Support Services	\$ 1,726,400	\$ 1,866,150	\$ 139,750
Police	\$ 1,398,950	\$ 1,382,500	\$ (16,450)
Public Works	\$ 643,550	\$ 542,680	#####
Parks & Rec	\$ 1,197,050	\$ 1,257,050	\$ 60,000
Total	\$ 5,613,500	\$ 5,752,780	\$ 139,280

Revenue	\$ 5,784,200
Expenditure	\$ 5,752,780
Net	\$ 31,420

**TOWN OF BELLEAIR
GENERAL FUND
DETAIL OF REVENUES**

Account #	Account Description	2013-14 ACTUAL	2014-15 ACTUAL	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET
300320	Tennis Annual Permits	\$ 2,460	\$ 2,198	\$ 1,200	\$ 2,500	\$ - \$ 2,500
311100	Ad Valorem	2,839,083	2,898,636	2,861,550	2,983,000	\$ 171,000 3,154,000
313100	Electric Franchise	368,811	367,005	340,100	340,100	\$ 26,900 367,000
313400	Gas Franchise	26,394	21,058	22,000	22,000	\$ - 22,000
315000	Communications Services Tax	187,353	182,915	184,000	179,500	\$ (13,050) 166,450
321100	Occupational License	25,643	23,815	25,000	25,000	\$ - 25,000
335100	Alcohol Beverage License	916	916	400	400	\$ - 400
335120	Revenue Sharing - State	91,596	96,097	93,000	97,000	\$ 3,950 100,950
335180	Sales Tax	225,502	237,384	231,400	243,700	\$ 7,750 251,450
335410	Gasoline Rebate	3,917	3,947	4,500	3,500	\$ (500) 3,000
337200	Grant	-	765	30,300	32,600	\$ - 32,600
341200	Zoning & Variance Fees	20,513	600	800	800	\$ - 800
341802	Building Permits	338,647	325,425	235,000	287,000	\$ 18,000 305,000
342103	Special Duty Police	2,713	4,611	2,000	2,000	\$ - 2,000
343900	Lot Mowing	10,095	5,017	14,300	-	\$ - -
347210	Recreation (Prog. Activity)	270,563	268,709	253,000	263,000	\$ 19,750 282,750
347211	Recreation Permits	26,975	24,844	30,000	30,000	\$ (6,000) 24,000
347213	Rec-Vending Machine Sales	3,632	4,043	6,000	6,000	\$ 4,000 10,000
347214	Concession Stand Sales	7,755	11,056	-	1,700	\$ 1,800 3,500
347217	Merchandise	-	125	-	-	\$ - -
347530	Special Events-Private Parties	6,540	6,069	6,000	6,000	\$ - 6,000
347540	Special Events-Athletic Prog.	23,787	23,562	28,000	28,000	\$ (3,000) 25,000
351100	Court Fines (Police Fines)	2,272	3,006	6,000	6,000	\$ - 6,000
351300	Police Academy	170	223	300	300	\$ - 300
351400	Restitution	1,094	2,042	1,500	1,500	\$ - 1,500
351402	Otc Fines And Tickets	180	270	250	250	\$ - 250
354000	Ordinance Violations	72,618	151,418	-	-	\$ 2,000 2,000
361000	Interest	8,115	17,971	15,000	9,000	\$ - 9,000
362000	Rental Income	4,800	4,800	4,800	4,800	\$ - 4,800
364001	Sale of Fixed Asset	-	239,585	180,000	-	\$ - -
364100	Insurance Proceeds	1,264	1,000	-	-	\$ - -
365900	Sale Of Surplus Metal	830	168	-	12,100	\$ (12,100) -
365901	Sale Of Auctioned Assets	17,785	1,353	7,300	-	\$ - -
366902	Donation-Community Proj.	-	-	-	-	\$ - -
366903	Donation-Recreation Proj.	22,060	15,060	-	-	\$ - -
366904	BCF Contribution Hunter Park	-	2,000	1,700	1,700	\$ - 1,700
366905	Contribution - Pol. Equip.	250	200	0	-	\$ - -
366909	Donation - Vanity Plate	100	25	-	-	\$ - -
366911	Special Events	172,900	160,555	179,000	143,000	\$ 7,000 150,000
366913	Donations	-	1,700	-	-	\$ - -
369000	Miscellaneous	35,548	21,358	44,800	44,800	\$ (24,800) 20,000
370201	Reserves	-	-	40,000	40,000	\$ - 40,000
381000	Reserves (Prior Years)	-	-	10,000	-	\$ - -
381200	Transfer From 301	32,200	-	-	61,800	\$ (36,400) 25,400
381210	Transfer From 110	4,500	-	-	-	\$ 55,050 55,050
381302	Transfer From 305	200,000	175,000	175,000	150,000	\$ (15,000) 135,000
381401	Transfer From 401	-	-	40,000	54,700	\$ (54,700) -
381406	Transfer From 113	-	4,500	4,500	-	\$ - -
381407	Transfer From 115	-	111,000	111,000	43,000	\$ - 43,000
383000	Administrative Fees	476,800	469,750	469,750	485,750	\$ 20,050 505,800
389300	State Crime Prevention Grant	1,000	-	1,000	1,000	\$ (1,000) -
390900	Previous Year's Revenue	-	-	-	-	\$ - -
399999	Prior Year PO Fund Rev.	-	-	-	-	\$ - -
TOTAL REVENUE		\$ 5,537,380	\$ 5,891,783	\$ 5,660,450	\$ 5,613,500	\$ 170,700 \$ 5,784,200

513100 ADMINISTRATION		2013-14 <u>ACTUAL</u>	2014-15 <u>ACTUAL</u>	2014-15 <u>BUDGET</u>	2015-16 <u>BUDGET</u>	2016-17 <u>BUDGET</u>	
Account # PERSONNEL							
51100	Salaries: Executive	\$ -	\$ 1,086	\$ 6,600	\$ 6,600	\$ -	\$ 6,600
51200	Salaries	124,836	148,532	210,950	283,000	\$ 56,200	339,200
51201	PT Salaries	121	-	-		\$ -	-
51500	Sick Leave	6,003	3,375	10,750	12,600	\$ 2,450	15,050
52100	FICA	9,827	10,905	15,900	21,300	\$ 4,650	25,950
52200	Retirement- 401K General	11,699	13,672	18,650	25,000	\$ 5,550	30,550
52300	Life/Hospital Insurance	15,731	21,910	34,550	42,100	\$ 10,800	52,900
52301	Medical Benefit	1,530	2,066	2,400	4,800	\$ 1,200	6,000
	TOTAL PERSONNEL	<u>\$169,747</u>	<u>\$201,545</u>	<u>\$ 299,800</u>	<u>\$395,400</u>	\$ 80,850	<u>\$476,250</u>
	OPERATING						
54000	Travel & Per Diem	\$ 7,202	\$ 22,415	\$ 19,800	\$ 19,800	\$ -	\$ 19,800
54100	Telephone	2,511	2,808	2,100	3,600	\$ 800	4,400
54200	Postage	-	-	1,000	1,500	\$ 100	1,600
54620	Maint. Vehicle	129	794	-	-	\$ 1,000	1,000
54670	Maint. Equipment	-	-	500	500	\$ (500)	-
54700	Ordinance Codes	-	2,775	3,000	3,000	\$ -	3,000
54930	Advertising	-	500	2,500	3,500	\$ -	3,500
54940	Filing Fees	-	318	1,000	1,500	\$ -	1,500
55100	Office Supplies	-	199	1,000	3,000	\$ 100	3,100
55101	Board Expenses	-	812	9,000	5,000	\$ -	5,000
55210	Operating Supplies	1,112	1,980	2,800	2,500	\$ -	2,500
55222	Records Management Fees	-	787	4,600	3,000	\$ -	3,000
55240	Uniforms	60	89	200	300	\$ 350	650
55260	Protective Clothing	-	-	-	-	\$ 250	250
55290	Elections	-	-	9,400	5,000	\$ (5,000)	-
55410	Memberships	5,067	7,584	10,800	10,800	\$ -	10,800
55420	Training & Aids	3,823	21,707	19,500	19,500	\$ -	19,500
56405	Computer System	-	4,325	18,300	-	\$ -	-
57900	Archives	-	38	200	400	\$ -	400
	TOTAL OPERATING	<u>\$ 19,904</u>	<u>\$ 67,130</u>	<u>\$ 105,700</u>	<u>\$ 82,900</u>	\$ (2,900)	<u>\$ 80,000</u>
	CAPITAL EXPENSES						
56402	Cars	\$ 9,917	\$ -	\$ -	\$ -	\$ -	\$ -
57001	Vehicle Debt Service	-	-	-	5,800	\$ 100	5,900
58102	Equipment Replacement	6,000	6,000	6,000	-	-	-
	TOTAL CAPITAL	<u>\$ 15,917</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 5,800</u>	\$ 100	<u>\$ 5,900</u>
	ADMINISTRATION TOTAL	<u>\$205,568</u>	<u>\$274,675</u>	<u>\$ 411,500</u>	<u>\$484,100</u>	\$ 78,050	<u>\$562,150</u>

515000 BUILDING		2013-14 ACTUAL	2014-15 ACTUAL	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	
Account # PERSONNEL							
51200	Salaries	\$ 40,544	\$ 41,145	\$ 41,100	\$ 42,150	\$ -	\$ 42,150
51400	Overtime	262	-	-	-	\$ -	-
51500	Sick Leave	1,478	1,735	1,500	2,050	\$ (300)	1,750
52100	FICA	3,177	3,187	3,250	3,250	\$ -	3,250
52200	Retirement-401K General	3,806	3,859	3,850	3,800	\$ -	3,800
52300	Life/Hospital Insurance	6,741	7,476	7,400	8,050	\$ 300	8,350
52301	Medical Benefit	1,154	1,204	1,200	1,200	\$ -	1,200
TOTAL PERSONNEL		\$ 57,162	\$ 58,606	\$ 58,300	\$ 60,500	\$ -	\$ 60,500
OPERATING							
53160	Contract Labor	\$ 105,649	\$ 80,824	\$ 100,000	\$ 100,000	\$(20,000)	\$ 80,000
54000	Travel & Per Diem	-	-	-	-	\$ -	-
54100	Telephone	306	10	1,900	250	\$ -	250
54670	Maintenance-Equipment	2,306	208	1,000	500	\$ -	500
55100	Office Supplies	399	360	-	300	\$ -	300
55210	Operating Supplies	352	4,886	1,000	500	\$ -	500
55240	Uniforms	154	265	200	200	\$ -	200
55410	Memberships	-	-	-	-	\$ -	-
55420	Training & Aids	289	-	-	-	\$ -	-
56405	Computer System	-	1,103	1,200	1,200	\$ (1,200)	-
TOTAL OPERATING		\$ 109,455	\$ 87,656	\$ 105,300	\$ 102,950	\$(21,200)	\$ 81,750
CAPITAL							
58102	Equipment Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BUILDING TOTAL		\$ 166,617	\$ 146,262	\$ 163,600	\$ 163,450	\$(21,200)	\$ 142,250

519000	SUPPORT SERVICES	2013-14 ACTUAL	2014-15 ACTUAL	2014-15 BUDGET	2015-16 BUDGET		2016-17 BUDGET
Account #	PERSONNEL						
51200	Salaries	\$ 353,296	\$ 355,190	\$ 344,050	\$ 321,200	\$ 2,400	\$ 323,600
51201	PT Salaries	-	-	-	-	\$ -	-
51210	Unused Medical	691	486	-	-	\$ -	-
51400	Overtime	1,567	270	400	400	\$ 600	1,000
51500	Sick Leave	15,240	11,279	15,050	11,600	\$ (4,250)	7,350
52100	FICA	28,179	28,041	27,500	24,600	\$ 150	24,750
52200	Retirement-401K General	33,247	33,175	32,350	28,900	\$ 250	29,150
52300	Life/Hospital Insurance	56,329	63,554	54,300	50,000	\$ 11,250	61,250
52301	Medical Benefit	6,958	6,748	7,200	6,000	\$ -	6,000
52400	Worker's Comp.	-	-	-	-	\$ -	-
52500	Unemployment Comp.	-	-	-	-	\$ -	-
53100	Physical Exams	38	-	-	-	\$ -	-
54212	Insurance-OPEB	-	2,958	-	20,500	\$ -	20,500
	TOTAL PERSONNEL	\$ 495,545	\$ 501,701	\$ 480,850	\$ 463,200	\$ 10,400	\$ 473,600
						\$ -	
	OPERATING					\$ -	
53110	Town Attorney	\$ 128,268	\$ 191,595	\$ 90,000	\$ 75,000	\$ 750	\$ 75,750
53151	Professional Services	81,213	16,390	9,300	9,300	\$ (9,300)	-
53152	Fire Services	480,155	490,286	490,300	490,300	\$ 68,700	559,000
53153	Copies	16,289	458	-	-	\$ -	-
53155	Community Develop. Services	35,813	-	40,000	40,000	\$ (10,000)	30,000
53200	Accounting & Audit	32,189	41,488	32,000	32,000	\$ -	32,000
54000	Travel & Per Diem	5,911	218	-	-	\$ -	-
54100	Telephone	9,095	12,966	8,000	8,000	\$ 4,100	12,100
54200	Postage	6,299	3,714	3,500	3,500	\$ -	3,500
54300	Electricity	24,413	22,175	28,600	25,000	\$ (3,750)	21,250
54301	Water	-	-	6,400	6,400	\$ -	6,400
54302	Sanitation	-	-	6,900	6,900	\$ -	6,900
54303	Sewer	-	-	8,000	8,000	\$ -	8,000
54401	Equipment Leasing	2,229	914	1,400	2,400	\$ 13,200	15,600
54510	Insurance-General Liability	183,543	215,758	207,000	216,700	\$ 21,700	238,400
54620	Maintenance-Vehicle	3,189	920	3,500	3,500	\$ (1,500)	2,000
54630	Maintenance-Building	53	271	-	-	\$ -	-
54670	Maintenance-Equipment	10,103	11,271	12,900	11,500	\$ (11,500)	-
54901	Claims/Settlements	-	721	-	-	\$ -	-
54905	AHLF Property	19,253	22,668	19,000	25,700	\$ 1,000	26,700
54930	Advertising	3,538	1,836	2,000	2,000	\$ -	2,000
54950	Employee Relations	6,946	10,746	7,500	8,500	\$ -	8,500
55100	Office Supplies	3,441	3,402	4,100	4,500	\$ -	4,500
55210	Operating Supplies	23,282	25,796	15,400	16,000	\$ 100	16,100
55215	Planning & Zoning	41,585	31,366	10,000	10,000	\$ 100	10,100
55220	Gasoline & Oil	101,907	48,756	68,200	52,500	\$ (6,000)	46,500
55221	Tools	-	38	230	250	\$ -	250
55235	Refund Exp	-	9,475	-	-	\$ -	-
55240	Uniforms	489	522	700	1,050	\$ (350)	700
55250	Cleaning Supplies	-	-	-	-	\$ -	-
55410	Memberships	3,020	263	-	-	\$ -	-
55420	Training & Aids	5,189	45	-	-	\$ -	-

56405	Computer System	43,940	132,716	102,500	145,300	\$ 12,700	158,000
57100	Library	15,540	14,300	15,000	15,000	\$ -	15,000
	TOTAL OPERATING	<u>\$ 1,286,892</u>	<u>\$ 1,311,076</u>	<u>\$ 1,192,430</u>	<u>\$ 1,219,300</u>	\$ 79,950	<u>\$ 1,299,250</u>
	CAPITAL						
56402	Cars	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
57001	Vehicle Debt Service	-	-	-	-	-	-
58101	Capital Purchase	-	-	-	32,000	(13,100)	18,900
58102	Equipment Replacement	19,900	17,500	17,500	11,900	2,500	14,400
	TOTAL CAPITAL	<u>\$ 19,900</u>	<u>\$ 17,500</u>	<u>\$ 17,500</u>	<u>\$ 43,900</u>	\$ (10,600)	<u>\$ 33,300</u>
	TRANSFERS						
	Interfund Transfers	\$ 10,684	\$ -	\$ -			\$ 60,000
	TOTAL TRANSFER	<u>\$ 10,684</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	\$ 60,000	<u>\$ 60,000</u>
	SUPPORT SERVICES TOTAL	<u>\$ 1,813,021</u>	<u>\$ 1,830,276</u>	<u>\$ 1,690,780</u>	<u>\$ 1,726,400</u>	\$ 139,750	<u>\$ 1,866,150</u>

521000 POLICE		2014-15 ACTUAL	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	
Account # PERSONNEL						
51000	Incentive Pay	\$ 11,729	\$ 13,000	\$ 15,000	\$ -	\$ 15,000
51200	Salaries	776,768	767,950	758,850	\$ 31,050	789,900
51201	PT Salaries	134,711	107,400	132,600	#####	75,200
51210	Unused Medical	1,309	-	-	\$ -	
51400	Overtime	11,960	15,000	13,000	\$ -	13,000
51500	Sick Leave	10,825	19,270	18,500	\$ (4,200)	14,300
52100	FICA	72,241	68,450	68,200	\$ 1,800	70,000
52200	Retirement-401K Genera	4,816	11,650	5,850	\$ -	5,850
52220	Retirement-Police Office	213,361	220,000	152,000	\$ 24,150	176,150
52300	Life/Hospital Insurance	77,410	93,300	84,950	\$ 3,000	87,950
52301	Medical Benefit	13,656	14,400	14,400	\$ 700	15,100
53100	Physical Exams	1,546	1,000	1,000	\$ -	1,000
	TOTAL PERSONNEL	\$1,330,332	\$1,331,420	\$1,264,350	\$ (900)	\$1,263,450
OPERATING						
52900	Code Enforcement	\$ 2,598	\$ 5,500	\$ 5,500	\$ (500)	\$ 5,000
53151	Professional Services	25,609	21,300	26,100	\$ -	26,100
54000	Travel & Per Diem	-	-	-	\$ -	-
54100	Telephone	5,966	8,300	9,000	\$ (2,000)	7,000
54200	Postage	292	1,000	1,000	\$ (200)	800
54401	Equipment Leasing	5,087	6,250	6,250	\$ -	6,250
54620	Maintenance-Vehicles	15,391	13,500	5,000	\$ -	5,000
54650	Maintenance-Radios	4,247	4,300	4,300	\$ 300	4,600
54670	Maintenance-Equipment	6,145	5,000	5,000	\$ -	5,000
55100	Office Supplies	597	3,000	2,000	\$ -	2,000
55209	Crime Prevention	239	750	750	\$ 250	1,000
55210	Operating Supplies	10,908	12,200	11,000	\$ -	11,000
55221	Tools	-	400	400	\$ -	400
55223	Traffic Control Equipmei	-	-	4,500	\$ (4,500)	-
55240	Uniforms	7,614	6,000	6,000	\$ -	6,000
55260	Protective Clothing	2,891	2,000	2,000	\$ 1,000	3,000
55410	Memberships	-	-	-	\$ -	-
55420	Training & Aids	-	-	-	\$ -	-
	TOTAL OPERATING	\$ 87,583	\$ 89,500	\$ 88,800	\$ (5,650)	\$ 83,150
CAPITAL						
56402	Cars	\$ 34,230	\$ -	\$ -	\$ -	\$ -
57001	Vehicle Debt Service	-	-	23,800		23,000
58101	Capital Purchase	23,500				
58102	Equipment Replacement	-	32,000	22,000	(9,100)	12,900
	TOTAL CAPITAL	\$ 57,730	\$ 32,000	\$ 45,800	\$ (9,900)	\$ 35,900
POLICE TOTAL		\$1,475,644	\$1,452,920	\$1,398,950	#####	\$1,382,500

572100	PUBLIC WORKS	2013-14 <u>ACTUAL</u>	2014-15 <u>ACTUAL</u>	2014-15 <u>BUDGET</u>	2015-16 <u>BUDGET</u>	2016-17 <u>BUDGET</u>
Account #	PERSONNEL					
51200	Salaries	\$321,889	\$228,585	\$ 242,350	\$ 256,950	\$ (51,400) \$ 205,550
51201	PT Salaries	-	-	-	-	-
51210	Unused Medical	1,542	969	-	-	-
51400	Overtime	-	15	1,300	1,300	(300) 1,000
51500	Sick Leave	1,214	3,596	1,150	4,350	(2,500) 1,850
52100	FICA	24,192	16,650	18,550	19,700	(3,950) 15,750
52200	Retirement-401K General	27,820	20,985	21,800	20,600	(2,100) 18,500
52300	Life/Hospital Insurance	50,535	46,854	51,850	48,300	1,850 50,150
52301	Medical Benefit	6,575	4,838	8,400	7,200	- 7,200
53100	Physical Exams	639	230	450	450	(50) 400
	TOTAL PERSONNEL	<u>\$434,406</u>	<u>\$322,722</u>	<u>\$ 345,850</u>	<u>\$ 358,850</u>	<u>\$ (58,450) \$ 300,400</u>
	OPERATING					
53151	Professional Services	\$ -	\$ 12,537	\$ 10,000	\$ 16,000	\$ 4,500 \$ 20,500
53410	Street Sweeping	6,819	17,273	16,000	19,500	- 19,500
54000	Travel & Per Diem	924	-	-	-	-
54100	Telephone	2,835	2,774	1,500	2,000	150 2,150
54310	Energy	12,830	8,768	3,000	8,800	31,450 40,250
54312	Energy-Street Light	24,548	32,046	32,300	30,000	(30,000) -
54321	Patching Materials	30,379	-	-	-	-
54620	Maintenance-Vehicle	2,798	10,334	3,000	3,000	(1,000) 2,000
54630	Maintenance-Building	38,733	49,738	41,000	42,000	(1,000) 41,000
54640	Maintenance-A/C	27,769	17,555	15,000	19,500	(3,500) 16,000
54670	Maintenance-Equipment	3,678	939	2,000	2,000	- 2,000
55100	Office Supplies	940	707	500	500	(200) 300
55210	Operating Supplies	813	2,114	2,500	2,500	(500) 2,000
55217	Traffic Control Energy	-	-	-	-	-
55221	Tools	1,653	836	1,000	1,000	(200) 800
55223	Traffic Control Equipment	-	1,933	-	-	-
55240	Uniforms	2,612	1,161	1,500	1,500	100 1,600
55250	Cleaning Supplies	-	-	-	3,000	1,500 4,500
55260	Protective Clothing	1,467	903	1,000	1,800	(900) 900
55300	Road Materials & Supplies	-	29,722	30,000	30,000	- 30,000
55410	Memberships	490	-	-	-	-
55420	Training & Aids	2,184	-	-	-	-
	TOTAL OPERATING	<u>\$161,472</u>	<u>\$189,340</u>	<u>\$ 160,300</u>	<u>\$ 183,100</u>	<u>\$ 400 \$ 183,500</u>
	CAPITAL					
56402	Cars	\$ 41,428	\$ -	\$ -	\$ -	\$ -
56568	Renovations	-	40,733	130,000	-	-
57001	Vehicle Debt Service	-	-	-	25,000	18,500
58101	Capital Purchase	25,000	-	-	15,300	(15,300) -
58102	Equipment Replacement	31,000	97,100	97,100	61,300	(21,020) 40,280
	TOTAL CAPITAL	<u>\$ 97,428</u>	<u>\$137,833</u>	<u>\$ 227,100</u>	<u>\$ 101,600</u>	<u>\$ (42,820) \$ 58,780</u>
	PUBLIC WORKS TOTAL	<u>\$693,306</u>	<u>\$649,895</u>	<u>\$ 733,250</u>	<u>\$ 643,550</u>	<u>\$ (100,870) \$ 542,680</u>

572200	PARKS & RECREATION	2013-14 <u>ACTUAL</u>	2014-15 <u>ACTUAL</u>	2014-15 <u>BUDGET</u>	2015-16 <u>BUDGET</u>	2016-17 <u>BUDGET</u>
Account #	PERSONNEL					
51200	Salaries	\$ 379,265	\$ 351,059	\$ 346,850	\$ 363,000	\$ 49,700 \$ 412,700
51201	PT Salaries	121,546	126,092	127,950	112,000	\$ (21,000) 91,000
51205	Longevity	-	-	-		\$ - -
51210	Unused Medical	1,941	1,415	-		\$ - -
51400	Overtime	46	28	1,200	1,200	\$ - 1,200
51500	Sick Leave	9,519	12,474	9,250	15,650	\$ (600) 15,050
52100	FICA	38,863	36,885	37,000	35,800	\$ 2,750 38,550
52200	Retirement-401K General	33,985	32,849	32,050	32,700	\$ 4,450 37,150
52300	Life/Hospital Insurance	94,746	97,729	95,350	87,600	\$ 11,750 99,350
52301	Medical Benefit	7,039	6,372	9,600	9,600	\$ 1,200 10,800
52400	Workmen's Comp.	-	250			
53100	Physical Exams	946	1,282	500	750	\$ - 750
	TOTAL PERSONNEL	\$ 687,896	\$ 666,436	\$ 659,750	\$ 658,300	\$ 48,250 \$ 706,550
	OPERATING					
53151	Professional Services	\$ 77,085	\$ 62,883	\$ 70,000	\$ 70,000	\$ (5,000) \$ 65,000
53153	Copies	3,791	4,788	5,000	5,000	\$ - 5,000
53154	Food Service	2,116	3,368	-	800	\$ 2,200 3,000
53160	Contract Labor	65,782	61,787	57,800	61,800	\$ - 61,800
54000	Travel & Per Diem	2,748	179	-	-	\$ - -
54100	Telephone	5,657	5,085	5,600	5,600	\$ - 5,600
54300	Electricity	38,953	37,706	36,300	37,000	\$ - 37,000
54601	Maintenance-Hunter Park	-	2,192	5,600	5,600	\$ - 5,600
54618	Maintenance-Tennis Courts	382	1,243	1,000	12,000	\$ (10,000) 2,000
54619	Fields/Courts	17,539	17,501	13,000	13,500	\$ 1,500 15,000
54670	Maintenance-Equipment	4,716	5,484	5,300	7,000	\$ - 7,000
54680	Maintenance-Grounds	17,592	16,815	16,500	16,500	\$ 3,500 20,000
54682	Tree Trimming	20,584	20,023	14,700	31,000	\$ 4,000 35,000
54684	Hunter Park	-	5,636			
54685	Tree Replacement	4,583	5,978	4,400	-	\$ - -
54686	Holiday Lighting	6,767	7,768	7,000	7,000	\$ 3,000 10,000
54910	Plantings	3,175	5,691	4,500	4,700	\$ - 4,700
55100	Office Supplies	1,943	1,798	1,800	1,800	\$ - 1,800
55210	Operating Supplies	9,810	13,699	11,000	10,000	\$ - 10,000
55218	Beautification	13,823	8,717	11,000	-	\$ - -
55221	Tools	447	279	500	500	\$ - 500
55230	Chemicals	9,071	8,806	9,500	9,500	\$ - 9,500
55231	Summer Camp	18,454	17,405	18,000	19,000	\$ - 19,000
55232	Teen Camp	3,415	4,264	4,450	4,450	\$ 2,200 6,650
55233	Sports Leagues	25,679	23,421	28,500	25,000	\$ 2,000 27,000
55234	Special Events	139,871	127,760	140,000	120,000	\$ 7,000 127,000
55235	Refund Expenditures	4,870	6,013	-	-	\$ - -
55237	Day Camps	1,924	2,300	2,000	2,500	\$ 700 3,200
55238	Funky Friday	3,504	5,297	7,500	5,000	\$ - 5,000
55239	Specialty Camps	2,354	3,183	4,150	5,200	\$ - 5,200
55240	Uniforms	1,479	1,951	2,000	2,500	\$ - 2,500
55260	Protect. Cloth.	1,117	892	1,000	1,250	\$ - 1,250
55410	Memberships	1,821	20	-		\$ - -
55420	Training & Aids	10,045	16	-	-	\$ - -
56405	Computer System	7,321	5,957	5,500	5,500	\$ - 5,500
57201	Rec-Vending	2,471	3,371	3,000	3,000	\$ - 3,000
	TOTAL OPERATING	\$ 530,889	\$ 499,274	\$ 496,600	\$ 492,700	\$ 11,100 \$ 503,800
	CAPITAL					
56402	Cars	\$ -	\$ -	\$ -	\$ -	\$ -
56686	Mowing Stock	-	-	-	-	\$ -
57001	Vehicle Debt Service	-	-	-	7,400	\$ 250 7,650
58101	Capital Purchase	26,338	12,968	14,000	10,000	\$ (3,500) 6,500
58102	Equipment Replacement	32,500	38,050	38,050	28,650	\$ 3,900 32,550
	TOTAL CAPITAL	\$ 58,838	\$ 51,018	\$ 52,050	\$ 46,050	\$ 650 \$ 46,700
PARKS & RECREATION TOTAL		\$1,277,623	\$1,216,728	\$1,208,400	\$1,197,050	\$ 60,000 \$1,257,050