



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Agenda Town Commission

Thursday, September 3, 2020

6:00 PM

Town Hall

First Budget Hearing

Welcome. We are glad to have you join us. If you wish to speak, please use the “raise hand” function and wait to be recognized. If you are attending by phone, dial *9 and you will be called by the last 4 digits of your phone number. Each person will be given 3 minutes to speak, you will need to unmute yourself in order to be heard.

When: Sep 3, 2020 06:00 PM Eastern Time (US and Canada)

Topic: 9-03-2020 Town Commission Meeting (1st Budget Hearing)

Please click the link below to join the webinar: <https://us02web.zoom.us/j/81459942969>

Or iPhone one-tap :

US: +13017158592,,81459942969# or +13126266799,,81459942969#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782 or +1 346
248 7799 or +1 669 900 9128

Webinar ID: 814 5994 2969

International numbers available: <https://us02web.zoom.us/j/81459942969>

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.

[20-0211](#)

Discussion of Millage Rate for the Fiscal Year 2020-2021

Attachments:

[TRIM COMPLIANCE FORMS](#)

[20-0210](#) First Budget Hearing - Adopting the Fiscal Year 2020-21 Town Budget

Attachments: [Hearing Narrative](#)
[Town Wide 2020-2021 Budget](#)

CITIZENS COMMENTS

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

CONSENT AGENDA

[20-0212](#) Approval of August 13, 2020 Special Meeting and August 19, 2020 Regular Meeting Minutes

Attachments: [SM 08-13-2020](#)
[RM - 08-19-2020](#)

[20-0209](#) Approval of Milling and Paving Contract for Sidewalk Crossing

Attachments: [APS proposal for mill_pave crosswalks along IRR 081420](#)

[20-0216](#) Pinellas County Sheriff's Office Contact Renewal FY 20-21

Attachments: [Belleair - FY21](#)

GENERAL AGENDA

STAFF REPORT

[20-0217](#) Memo on Reclassification of Full Time Employee

Attachments: [Personnel Changes Memo - Full-Time Reduced - Google Docs](#)

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 #: 20-0211 **Version:** 1 **Name:**
Type: Discussion Items **Status:** Public Hearing
File created: 8/27/2020 **In control:** Town Commission
On agenda: 9/3/2020 **Final action:**
Title: Discussion of Millage Rate for the Fiscal Year 2020-2021
Sponsors:
Indexes:
Code sections:
Attachments: [TRIM COMPLIANCE FORMS](#)

Date	Ver.	Action By	Action	Result
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Summary

To: Town Commission
From: Ashley L. A. Bernal
Date: 9/3/2020

Subject:

Resolution 2020-18, Adopting the Millage Rate for the Fiscal Year 2020-2021

Summary:

This is the first hearing for the approval of the Fiscal Year 2020-2021 Millage Rate.

Previous Commission Action: The Town Commission approved a maximum millage preliminary rate of 6.5000 and reviewed the budget at the workshop in August.

Background/Problem Discussion: The Fiscal Year 2020-2021 millage rate is 6.5000 which is greater than the rolled-back rate of 6.1973 by 4.88%.

The final millage rate cannot exceed the previously set maximum millage rate (MMP) of 6.5000. The Commission may set a final rate equal to, or less than the MMP. The proposed fiscal year 2020-21 millage is 6.5000: 5.2500 to the General Fund and 1.2500 to the Infrastructure Fund. All millage calculations are based upon the certified total taxable value of \$881,358,623, a 7.94% increase from the prior year. All funds are balanced at the proposed millage.

Financial Implications: See Attachments.

Recommendation: Tentative approval of Resolution 2020-18 adopting the millage rate of 6.5000.

Proposed Motion: I move tentative approval of Resolution 2020-18 adopting the millage rate of 6.5000; Provided that 6.5000 is greater than the rolled-back rate of 6.1973 by 4.88%.



CERTIFICATION OF TAXABLE VALUE

[Reset Form](#)
[Print Form](#)

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12


Year : 2020	County : PINELLAS
Principal Authority : TOWN OF BELLEAIR	Taxing Authority : TOWN OF BELLEAIR

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	874,477,082	(1)
2.	Current year taxable value of personal property for operating purposes	\$	6,881,541	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	881,358,623	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	24,980,224	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	856,378,399	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	816,492,865	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (9)
SIGN HERE	Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser:		Date :	
	Electronically Certified by Property Appraiser		6/29/2020 10:01 AM	

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.				
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	6.5000	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	5,307,204	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	5,307,204	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	0	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	856,378,399	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	6.1973	per \$1000	(16)
17.	Current year proposed operating millage rate	6.5000	per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	5,728,831	(18)

19.	TYPE of principal authority (check one)		<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
			<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)		<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
			<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs				STOP HERE - SIGN AND SUBMIT	
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>			\$ 5,307,204	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>			6.1973 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>			\$ 5,462,044	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>			\$ 5,728,831	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>			6.5000 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>			4.88 %	(27)
First public budget hearing		Date : 9/3/2020	Time : 6:00 PM EST	Place : 901 Ponce de Leon Blvd.: Virtual:www.townofbelleair.com	
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer : Electronically Certified by Taxing Authority			Date : 8/4/2020 7:49 PM	
	Title : JP Murphy, TOWN MANAGER.		Contact Name and Contact Title : Stefan Massol, Finance Director,		
	Mailing Address : 901 PONCE DE LEON BLVD		Physical Address : 901 PONCE DE LEON BLVD		
	City, State, Zip : BELLEAIR, FL 33756		Phone Number : 7276477483		Fax Number : 7275883778

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

“Principal Authority” is a county, municipality, or independent special district (including water management districts).

“Taxing Authority” is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check “Yes” if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check “Yes” if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. “Dependent special district” (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

“Independent special district” (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

“Non-voted millage” is any millage not defined as a “voted millage” in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.



Reset Form

Print Form


MAXIMUM MILLAGE LEVY CALCULATION FINAL DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2020		County : PINELLAS	
Principal Authority : TOWN OF BELLEAIR		Taxing Authority : TOWN OF BELLEAIR	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (1)
IF YES, STOP STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	6.1973	per \$1,000 (2)
3.	Prior year maximum millage rate with a majority vote from 2018 , Form DR-420MM, Line 13	6.4277	per \$1,000 (3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	6.5000	per \$1,000 (4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$ 0	(5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$ 0	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$ 0	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$ 0	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$ 0	(9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	0.0000	per \$1,000 (10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	6.1973	per \$1,000 (11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)	1.0322	(12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	6.3969	per \$1,000 (13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	7.0366	per \$1,000 (14)
15.	Current year adopted millage rate	0.0000	per \$1,000 (15)
16.	Minimum vote required to levy adopted millage: (Check one)		
<input checked="" type="checkbox"/>	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
<input type="checkbox"/>	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to adopted rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	d. Referendum: The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16).	6.3969	per \$1,000 (17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$ 881,358,623	(18)

Continued on page 2

Taxing Authority :		DR-420MM R. 5/12 Page 2	
19.	Current year adopted taxes <i>(Line 15 multiplied by Line 18, divided by 1,000).</i>	\$ 0	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000).</i>	\$ 5,637,963	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs			STOP HERE. SIGN AND SUBMIT.
21.	Enter the current year adopted taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM)</i>	\$ 0	(21)
22.	Total current year adopted taxes <i>(Line 19 plus Line 21).</i>	\$ 0	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM).</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus Line 23).</i>	\$ 5,637,963	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	(25)
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Title : JP Murphy, TOWN MANAGER.	Contact Name and Contact Title : Stefan Massol, Finance Director,	
	Mailing Address : 901 PONCE DE LEON BLVD	Physical Address : 901 PONCE DE LEON BLVD	
	City, State, Zip : BELLEAIR, FL 33756	Phone Number : 7276477483	Fax Number : 7275883778

Complete and submit this form to the Department of Revenue with the completed DR-487, Certification of Compliance, within 30 days of the final hearing.

**MAXIMUM MILLAGE LEVY CALCULATION
FINAL DISCLOSURE
INSTRUCTIONS**

DR-420MM
R. 5/12
Page 3

General Instructions

Each of the following taxing authorities must complete a DR-420MM.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2019 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM shows the maximum millages and taxes levied based on your adoption vote. Each taxing authority must complete, sign, and submit this form to the Department of Revenue with their completed DR-487, *Certification of Compliance*, within 30 days of their final hearing.

Taxing authorities must also submit DR-487V, *Vote Record for Final Adoption of Millage Levy*. This form certifies to the Department of Revenue the vote on the resolution or ordinance stating the millage rate adopted at the final hearing.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2018 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2018 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the adopted millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the adopted millage rate. For a millage requiring more than a majority vote, the adopted millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.




Reset Form

Print Form


MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM-P
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2020		County: PINELLAS	
Principal Authority : TOWN OF BELLEAIR		Taxing Authority: TOWN OF BELLEAIR	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No (1)
IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	6.1973	per \$1,000 (2)
3.	Prior year maximum millage rate with a majority vote from 2019 Form DR-420MM, Line 13	6.4277	per \$1,000 (3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	6.5000	per \$1,000 (4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$	0 (5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$	0 (6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$	0 (7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$	0 (8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$	0 (9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	0.0000	per \$1,000 (10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	6.1973	per \$1,000 (11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)		1.0322 (12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	6.3969	per \$1,000 (13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	7.0366	per \$1,000 (14)
15.	Current year proposed millage rate	6.5000	per \$1,000 (15)
16.	Minimum vote required to levy proposed millage: (Check one)		
<input type="checkbox"/>	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
<input checked="" type="checkbox"/>	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	d. Referendum: The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)	6.5000	per \$1,000 (17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$	881,358,623 (18)

Continued on page 2

Taxing Authority : TOWN OF BELLEAIR		DR-420MM-P R. 5/12 Page 2	
19.	Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000)</i>	\$ 5,728,831	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000)</i>	\$ 5,728,831	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE. SIGN AND SUBMIT.	
			
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM-P)</i>	\$ 0	(21)
22.	Total current year proposed taxes <i>(Line 19 plus Line 21)</i>	\$ 5,728,831	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM-P)</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus Line 23)</i>	\$ 5,728,831	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(25)
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Electronically Certified by Taxing Authority		8/4/2020 7:49 PM
	Title : JP Murphy, TOWN MANAGER.	Contact Name and Contact Title : Stefan Massol, Finance Director,	
	Mailing Address : 901 PONCE DE LEON BLVD	Physical Address : 901 PONCE DE LEON BLVD	
	City, State, Zip : BELLEAIR, FL 33756	Phone Number : 7276477483	Fax Number : 7275883778

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

**MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
INSTRUCTIONS**

DR-420MM-P
R. 5/12
Page 3

General Instructions

Each of the following taxing authorities must complete a DR-420MM-P.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2020 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM-P shows the preliminary maximum millages and taxes levied based on your proposed adoption vote. Each taxing authority must complete, sign, and submit this form to their property appraiser with their completed DR-420, Certification of Taxable Value.

The vote at the final hearing and the resulting maximum may change. After the final hearing, each taxing authority will file a final Form DR-420MM, Maximum Millage Levy Calculation Final Disclosure, with Form DR-487, Certification of Compliance, with the Department of Revenue.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2019 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2019 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. For a millage requiring more than a majority vote, the proposed millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.



Legislation Details (With Text)

File #: 20-0210 **Version:** 1 **Name:**
Type: Discussion Items **Status:** Public Hearing
File created: 8/27/2020 **In control:** Town Commission
On agenda: 9/3/2020 **Final action:**
Title: First Budget Hearing - Adopting the Fiscal Year 2020-21 Town Budget
Sponsors:
Indexes:
Code sections:
Attachments: [Hearing Narrative](#)
[Town Wide 2020-2021 Budget](#)

Date	Ver.	Action By	Action	Result
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Summary

To: Town Commission
From: Ashley L. A. Bernal
Date: 9/3/2020

Subject:

First Budget Hearing - Adopting the Fiscal Year 2020-21 Town Budget

Summary:

This is the first public hearing for the adoption of the Fiscal Year 2020-21 Budget.

Previous Commission Action: The Town Commission approved a maximum millage preliminary rate of 6.5000 for the town and reviewed the budget in August. The Town Commission also held a budget workshop to review any changes within the preliminary budget.

Background/Problem Discussion: See attachments.

Financial Implications: See attachments.

Recommendation: None, this item is for discussion purposes only.

Proposed Motion: None, this item is for discussion purposes only.

To: Town Commission

From: JP Murphy, Town Manager
Ashley L. A. Bernal, Management Analyst

Date: September 3, 2020

Subject: Town of Belleair 2020-2021 First Budget Hearing

Before you is the proposed 2020-2021 Operating Budget. Strong growth in taxable values largely offsets considerable reductions to sales and use based taxes. At a high level, we have found additional savings and offsets through a reduction of 1.20 full time equivalents, staff count freezes, and minor reductions in professional services across several departments. Other than in Special Event programs, as well as some recreational programming, our residents should not experience a reduction in services. Additionally, the Town Manager has built into the proposed budget a cushion of set aside reserve in order to handle any potential unexpected revenue shortfalls or emergency operating costs without the need to utilize prior year reserves or raise the millage rate.

Let there be no doubt that COVID-19 has changed how we do business and interact with the public. We've seen a major shift in the need to conduct business remotely, and be more responsive electronically. The good news for Belleair is that prior to COVID-19, we were already engaged in providing more e-Town-Hall solutions like online permitting, remote citizen participation as well as the provision of self-service payment options. In person programming like our programs in recreation are certainly undergoing retooling and our staff are creating innovative ways to educate, recreate, and engage our citizens in ways that keep people safe. There is some uncertainty in what participation will be like, but we're going to be very diligent about cleaning, sanitization and social distancing protocols as long as it takes to keep our residents out of harm's way.

Our first responders in the Police Department will continue to need a steady stream of personal protective equipment (PPE). While the safety and security of our residents are of the highest priority, so too is it a high priority to ensure our public employees are secure in carrying out their missions. You will see some increases in funding for cleaning supplies, PPE, computer systems and leased capital equipment to this end.

The Town will be seeking reimbursement for COVID-19 related expenses through FEMA's disaster reimbursement process, as well as through CARES act funding, FDLE grants and any other funding methodology available to us. Many of those costs and related reimbursements will be accounted for in 2019-2020, but may be carried over to 2020-2021.

This year has presented both major challenges and unique opportunities to staff members in order to produce the 2020-2021 Fiscal Year budget. All departments worked diligently to identify areas of expenditure reduction and revenue expansion. A summary of changes are detailed as follows.

			2019-20 Budget	Proposed Budget
GENERAL FUND	Revenues	Revenue	\$ 6,813,700	\$ 7,041,485
	Revenues Total		\$ 6,813,700	\$ 7,041,485
	Expenses		\$ -	\$ -
		Capital & Transfers	\$ 135,800	\$ 257,740
		Operating	\$ 2,612,050	\$ 2,547,030
		Personnel	\$ 4,065,650	\$ 4,236,715
		Undefined	\$ -	\$ -
	Expenses Total		\$ 6,813,500	\$ 7,041,485

It is important to note that the current budget presentation includes standard personnel enhancements, such as merit increases (3%) and cost of living adjustments (2%). Sick leave will be calculated in the coming weeks as staff determines eligibility for sick leave payouts. The budget presently includes this object at the prior year values, but is expected to be lower due to eligibility reductions. All of these items are of course discretionary for commission approval.

There are four departments (Support Services, Police, Public Works, and Recreation) that are experiencing a small decrease in Capital expenditures, which is directly related to the expiration of the Suntrust Vehicle Loan, resulting in the Vehicle Debt Service (#57001) object being halved.

REVENUE

Ad Valorem has increased by nearly 8% in the upcoming fiscal year. Property values were \$816,492,865 in 2019-20, increasing by 7.94%, totaling \$881,358,623 in 2020-2021. Presently, research conducted by staff members has alluded to the stability of residential properties in the future, though commercial properties are experiencing a small decrease. As Belleair is largely residential, this has had minimal impact on overall property values. In fact, the Building department is currently experiencing a surge in permit requests.

COVID-19 has heavily impacted consumption based revenues in the present and future fiscal year. The largest impact that COVID-19 has presented in General Fund revenues is on accounts such as Sales Tax, State Revenue Sharing, Special Events, and others detailed within the attached document. At a high level, these consumption based revenues were estimated to be reduced as follows:

GENERAL FUND

Administration - This department is remaining flat in operational expenditures, with the exception of Elections (#55290), which is experiencing the regular oscillation of \$5,000 every two years, as there is an election in March 2021. In terms of personnel expenditures, this department is seeing an increase in lines largely due to milestone achievements by staff, as well as the town-wide standard enhancements. The single revenue account related to this department is expected to remain stable at \$25,000.

Building - The Building department is presently budgeted for an overall decrease. However, this is strictly related to a decrease in operational objects such as Operational Supplies (#55210), as the prior year's budget included requests for iPads and other supplies related to Damage Assessment. The personnel expenditures are experiencing standard town-wide enhancements.

Support Services - As COVID-19 has provided some unique challenges that Support Services is addressing with next year's budget. There is a voluntary reduction of a full-time position from five-days (2080 hours per year) to four-days (1664 hours per year), resulting in \$11,000 of savings. Additionally, the position of Assistant Finance Director has been removed from the budget for next year, resulting in over \$90,000 of total savings. The combination of these personnel changes has resulted in a base savings of \$60,000 in Salaries (#51200).

Operationally, the Support Services department consistently experiences contractual increases. This year, the following line items have increased:

- Fire Services (\$31,125)
- General Liability Insurance (\$52,800)
- Software renewal increases (\$2,300)

New investments were made over the past year in software tools, including Adobe Creative Cloud for production of digital content for ADA compliance, OpenGov replaced ClearGov for budget preparation and online permitting, and additional archiving and security services were added for the Town's Google GSuite.

Additionally, cybersecurity threats have proliferated exponentially over the past few years and local governments are in the crosshairs. By optimizing the use of dollars in related areas, the Town intends to engage a third party for security services at a net additional cost of only \$3,000. These services would include a thorough assessment of the Town's vulnerabilities, penetration testing, revisions to policies, developing an action plan, penetration testing and a disaster recovery plan.

In Capital, there is a slight reduction in the Vehicle Debt Service object, as previously stated.

Police - This department is experiencing increases in personnel expenditures, with slight changes in operational costs. In personnel, standard town-wide enhancements are applied. Additionally, the Police Pension (#52220) is increasing by \$16,500. As a reminder, changes to pension are projected to decrease over the next several years due to benefit reductions for new hires, which are offset by additional health benefits defined below.

There is a noticeable increase in the Life and Hospital Insurance (#52300) expenditures in this department, which is lightly related to the new officers stipend for family health care for those who are

eligible, at \$500 per month per officer.

In operating, there is an addition of \$9,800 for additional officer training. There is also a decrease in the Pinellas County Sheriff's Office contract as a direct result of reduced crime within Belleair.

Public Works - In personnel, a staff member is retiring prior to the start of the new fiscal year. This employee will be replaced, at a lower rate for the positions class. There are no other changes aside from the town-wide standard enhancements.

This department worked to close the deficit by identifying small areas where service levels could be reduced without majorly impacting overall operations. For instance, Holiday Lighting decreased by \$1,000, but major decorations will still remain. The original decrease of \$9,550 by reducing trimming of palms along major roadways has been returned to the budget, as there was an offset from a reduction in the street sweeping contract.

There was a request in Public Works for an additional vehicle lease (\$4,500) in order to deal with social distancing of the crews, as well as an additional cellular device for the field employees to perform inspections and update work orders. Despite these additional requests, and personnel increases, the department was able to reduce overall costs by \$23,875.

Recreation - In Recreation, staff are receiving standard salary enhancements, affecting the personnel lines.

In operating, there have been changes and reductions in programming in order to close the deficit from the beginning of the budget. In general recreation programs, Teen Camp has been eliminated, which leads to a decrease on both the expenditure and revenue sides. This has increased the net revenue for the major program, Summer Camp, by \$13,000.

In Special Events, large concerts will be suspended for the entirety of the fiscal year. Instead, Family Movie Nights and smaller events will replace the high-cost/high-revenue concerts. There is an overall positive change in the net revenue because of this. Other programs, such as Athletic Events and Community Events, are to remain consistent.

Finally, in capital expenditures, there is the Vehicle Debt Service which is halving in 2020-2021.

ENTERPRISE FUNDS

ENTERPRISE - WATER FUND	Revenues	Revenue	\$ 1,570,600	\$ 1,773,200
	Revenues Total		\$ 1,570,600	\$ 1,773,200
	Expenses	Capital & Transfers	\$ 648,750	\$ 764,736
		Operating	\$ 362,402	\$ 398,700
		Personnel	\$ 559,450	\$ 609,764
	Expenses Total		\$ 1,570,602	\$ 1,773,200

Revenues

The Water department is experiencing a large increase in Water Utility Revenue as it continues to approach a new baseline. In 2019-2020, the revenue account was estimated to receive \$1,564,000, where it is now estimated to reach \$1,766,600, which is an increase of \$202,600.

Expenditures

In personnel, the Water department is receiving the standard town-wide salary enhancements. Additionally, there is a small increase in part-time expenditures directly related to retaining Joe Miller as a part-time Water Operator to operate the plant on the weekends.

Operationally, the department continues to monitor and maintain the plant, as well as town-wide water infrastructure. There are projected expenditures for:

- replacing wires for wells #3, #5, and #10 (\$3,000)
- VT SCADA (\$10,000)
- Additional meters for replacement (\$8,000)
- Line stop contractor to replace valves (\$10,000)
- Replacement valves
- 2 hydrant replacements and tools required
- Additional phones and tablets for field employees

ENTERPRISE - SOLID WASTE/RECYCLING	Revenues	Revenue	\$ 987,550	\$ 1,046,619
	Revenues Total		\$ 987,550	\$ 1,046,619
	Expenses	Capital & Transfers	\$ 351,800	\$ 351,800
		Operating	\$ 316,150	\$ 334,795
		Personnel	\$ 319,600	\$ 360,024
	Expenses Total		\$ 987,550	\$ 1,046,619

Revenues

There is a slight increase expected in Solid Waste revenue as it achieves a new baseline with Bellevue properties and Pelican commercial waste, as well as the rate increase from the present year. In 2019-2020, the expected revenue for the Sanitation account was \$877,550. In 2020-2021, the expected revenue is \$897,868, an increase of \$20,318 or 2.32%. Other revenue line items are expected to remain flat.

Expenditures

The standard salary enhancements are applied to this department. There is a larger increase in the Salaries (#51200) line item, as there was a promotion from a Solid Waste Supervisor to the Director of Solid Waste in early 2020.

Garbage and Trash Disposal (#54340) is increasing by 6% again in the upcoming fiscal year. This equates to an increase of \$8,025, raising the total from \$133,750 to \$141,775. Additionally, the Recycling (#54342) line item is increasing by 9%. This program is currently being inspected by staff members, as the costs are increasing more and more each year. The Town is evaluating the possibility of pursuing its own recycling program, as well as possibly partnering with another city to manage recycling expenditures.

As these lines continue to increase, the Solid Waste department is presently balanced utilizing \$145,151 of reserves.

Government Wide Budget Summary FY20-21

			2019-20 Budget	Proposed Budget
GENERAL FUND	Revenues	Revenue	\$ 6,813,700	\$ 7,041,485
	Revenues Total		\$ 6,813,700	\$ 7,041,485
	Expenses		\$ -	\$ -
		Capital & Transfers	\$ 135,800	\$ 257,740
		Operating	\$ 2,612,050	\$ 2,547,030
		Personnel	\$ 4,065,650	\$ 4,236,715
	Expenses Total		\$ 6,813,500	\$ 7,041,485
LOCAL GAS OPTION TAX GRANT	Revenues	Revenue	\$ 177,189	\$ 177,200
	Revenues Total		\$ 177,189	\$ 177,200
	Expenses	Capital & Transfers	\$ 297,378	\$ 177,200
	Expenses Total		\$ 297,378	\$ 177,200
TREE REPLACEMENT	Revenues	Revenue	\$ 5,000	\$ 5,000
	Revenues Total		\$ 5,000	\$ 5,000
	Expenses	Operating	\$ 5,000	\$ 5,000
	Expenses Total		\$ 5,000	\$ 5,000
EQUIPMENT REPLACEMENT FUND	Revenues	Revenue	\$ 255,989	\$ 213,800
	Revenues Total		\$ 255,989	\$ 213,800
	Expenses	Capital & Transfers	\$ 255,989	\$ 213,800
		Operating	\$ -	\$ -
	Expenses Total		\$ 255,989	\$ 213,800
CAPITAL PROJECTS FUND	Revenues	Capital & Transfers	\$ -	\$ -
		Revenue	\$ 4,356,715	\$ 3,144,153
	Revenues Total		\$ 4,356,715	\$ 3,144,153
	Expenses	Capital & Transfers	\$ 1,869,998	\$ 925,000
		Operating	\$ 6,546,717	\$ 2,219,153
	Expenses Total		\$ 8,416,715	\$ 3,144,153

ENTERPRISE - WATER FUND	Revenues	Revenue	\$	1,570,600	\$	1,773,200
	Revenues Total		\$	1,570,600	\$	1,773,200
	Expenses	Capital & Transfers	\$	648,750	\$	764,736
		Operating	\$	362,402	\$	398,700
		Personnel	\$	559,450	\$	609,764
	Expenses Total		\$	1,570,602	\$	1,773,200
ENTERPRISE - SOLID WASTE/RECYCLING	Revenues	Revenue	\$	987,550	\$	1,046,619
	Revenues Total		\$	987,550	\$	1,046,619
	Expenses	Capital & Transfers	\$	351,800	\$	351,800
		Operating	\$	316,150	\$	334,795
		Personnel	\$	319,600	\$	360,024
	Expenses Total		\$	987,550	\$	1,046,619
ENTERPRISE-WASTEWATER MANAGEMENT	Revenues	Revenue	\$	1,000,000	\$	1,000,000
	Revenues Total		\$	1,000,000	\$	1,000,000
	Expenses	Operating	\$	1,000,000	\$	1,000,000
	Expenses Total		\$	1,000,000	\$	1,000,000
			\$	34,513,477	\$	28,802,914

Administration-Line Item			Budget - 2020	Proposed Budget
Personnel	51100	SALARIES:EXEC.	9,600	9,600
	51200	SALARIES	405,400	431,625
	51210	Unused Medical	0	0
	51500	SICK LEAVE	14,050	23,350
	52100	FICA	31,100	33,019
	52200	RETIREMENT-401K GENERAL PENSION	36,500	38,846
	52300	LIFE/HOSP. INS.	64,800	72,300
	52301	MEDICAL BENEFIT	6,000	6,000
Personnel Total			\$567,450	\$614,741
Operating	53151	PROF. SERVICES	72,150	72,150
	54000	TRAV & PER DIEM	9,400	9,400
	54100	TELEPHONE	4,400	4,400
	54200	POSTAGE	1,600	1,600
	54620	MAIN. - VEHICLE	1,000	1,000
	54670	MAINT. - EQUIP	93,100	0
	54700	ORDINANCE CODES	5,000	5,000
	54930	ADVERTISING	2,550	2,550
	54940	FILING FEES	1,250	1,250
	55100	OFFICE SUPPLIES	3,100	3,100
	55101	BOARDS EXPENSES	5,000	5,000
	55210	OPERATING SUPPL	9,550	9,550
	55222	RECORDS MGMT.-FEES	8,750	8,750
	55240	UNIFORMS	650	650
	55260	PROTECT. CLOTH.	250	250
	55290	ELECTIONS	0	5,000
	55410	MEMBERSHIPS	10,800	10,800
	55420	TRAINING, AIDS	8,100	8,100
	57900	ARCHIVES	400	400
Operating Total			\$237,050	\$148,950
Capital & Transfers	58001	TRANSFER OF RESERVES	0	93,940
Capital & Transfers Total			\$0	\$93,940
Grand Total			\$804,500.00	\$857,630.52

Administration Department Budget by Major Program Activity FY20-21

			Asset Management	Budget	Business Tax Receipts	Communication Projects	Contract Management
Revenue	321100	OCCUPATIONAL LICENSE (TOWN LICENSE)			25,000		
Revenue Total					\$25,000		
Personnel	51100	SALARIES:EXEC.					
	51200	SALARIES	2,397	37,517	18,375	16,703	12,444
	51210	Unused Medical	0	0	0	0	0
	51500	SICK LEAVE	0	0	0	0	0
	52100	FICA	183	2,870	1,406	1,278	952
	52200	RETIREMENT-401K GENERAL PENSION	216	3,377	1,654	1,503	1,120
	52300	LIFE/HOSP. INS.	471	7,111	2,357	3,079	2,214
	52301	MEDICAL BENEFIT	50	650	250	350	250
Personnel Total			\$3,318	\$51,524	\$24,041	\$22,913	\$16,980
Operating	53151	PROF. SERVICES	600	7,100	7,500	3,750	1,550
	54000	TRAV & PER DIEM		0			
	54100	TELEPHONE					
	54200	POSTAGE	0	0	0	200	0
	54620	MAIN. - VEHICLE	600	0	0	0	0
	54670	MAINT. - EQUIP					
	54700	ORDINANCE CODES	0	800	0	0	0
	54930	ADVERTISING		250		0	
	54940	FILING FEES	0	0	350	0	0
	55100	OFFICE SUPPLIES	0	0	0	0	0
	55101	BOARDS EXPENSES					
	55210	OPERATING SUPPL	250	5,250	400	300	0
	55222	RECORDS MGMT.-FEES					
	55240	UNIFORMS	0	0	0	0	0
	55260	PROTECT. CLOTH.	0	0	0	0	0
	55290	ELECTIONS					
	55410	MEMBERSHIPS					
	55420	TRAINING, AIDS					
	57900	ARCHIVES					
Operating Total			\$1,450	\$13,400	\$8,250	\$4,250	\$1,550
Capital & Transfers	58001	TRANSFER OF RESERVES		93,940			
Capital & Transfers Total				\$93,940			
Expense Total			\$4,768	\$158,864	\$32,291	\$27,163	\$18,530

Administration Department Budget by Major Program Activity FY20-21

			Elections	Emergency Management	Fiscal Analysis	Internal Communications	Legislative Coordination	Meetings
Revenue	321100	OCCUPATIONAL LICENSE (TOWN LICENSE)						
Revenue Total								
Personnel	51100	SALARIES:EXEC.						
	51200	SALARIES	12,862	6,412	27,628	13,170	60,598	20,331
	51210	Unused Medical	0	0	0	0	0	0
	51500	SICK LEAVE	0	0	0	0	0	0
	52100	FICA	984	490	2,114	1,007	4,636	1,555
	52200	RETIREMENT-401K GENERAL PENSION	1,158	577	2,487	1,185	5,454	1,830
	52300	LIFE/HOSP. INS.	1,650	1,170	4,925	2,189	9,750	3,552
	52301	MEDICAL BENEFIT	150	100	300	250	600	350
Personnel Total			\$16,804	\$8,749	\$37,453	\$17,801	\$81,037	\$27,618
Operating	53151	PROF. SERVICES	5,300	0	3,000	1,500	5,400	2,100
	54000	TRAV & PER DIEM						
	54100	TELEPHONE				0		
	54200	POSTAGE	0	0	0	0	0	0
	54620	MAIN. - VEHICLE	0	0	0	0	0	0
	54670	MAINT. - EQUIP						
	54700	ORDINANCE CODES	700	0	0	200	750	200
	54930	ADVERTISING	1,500					
	54940	FILING FEES	200	0	0	0	200	150
	55100	OFFICE SUPPLIES	0	0	0	0	0	0
	55101	BOARDS EXPENSES					0	
	55210	OPERATING SUPPL	300	100	250	100	250	200
	55222	RECORDS MGMT.-FEES						
	55240	UNIFORMS	0	0	0	0	0	0
	55260	PROTECT. CLOTH.	0	0	0	0	0	0
	55290	ELECTIONS	5,000					
	55410	MEMBERSHIPS						
	55420	TRAINING, AIDS						
	57900	ARCHIVES						
Operating Total			\$13,000	\$100	\$3,250	\$1,800	\$6,600	\$2,650
Capital & Transfers	58001	TRANSFER OF RESERVES						
Capital & Transfers Total								
Expense Total			\$29,804	\$8,849	\$40,703	\$19,601	\$87,637	\$30,268

Administration Department Budget by Major Program Activity FY20-21

			Planning	Policy Management	Procurement	Project Management	Prosecution	Public Outreach	Public Records
Revenue	321100	OCCUPATIONAL LICENSE (TOWN LICENSE)							
Revenue Total									
Personnel	51100	SALARIES:EXEC.							
	51200	SALARIES	19,635	20,393	9,787	30,735		20,546	12,351
	51210	Unused Medical	0	0	0	0		0	0
	51500	SICK LEAVE	0	0	0	0		0	0
	52100	FICA	1,502	1,560	749	2,351		1,572	945
	52200	RETIREMENT-401K GENERAL PENSION	1,767	1,835	881	2,766		1,849	1,112
	52300	LIFE/HOSP. INS.	3,377	3,501	1,722	5,205		3,724	1,808
	52301	MEDICAL BENEFIT	250	250	100	450		350	150
Personnel Total			\$26,531	\$27,540	\$13,239	\$41,508		\$28,041	\$16,366
Operating	53151	PROF. SERVICES	2,400	2,000	1,100	5,450		3,750	5,300
	54000	TRAV & PER DIEM							
	54100	TELEPHONE							
	54200	POSTAGE	0	0	0	0		100	0
	54620	MAIN. - VEHICLE	0	0	0	0		0	0
	54670	MAINT. - EQUIP							
	54700	ORDINANCE CODES	0	300	0	0		0	700
	54930	ADVERTISING						0	
	54940	FILING FEES	0	0	0	0		0	0
	55100	OFFICE SUPPLIES	0	0	0	0		0	0
	55101	BOARDS EXPENSES							
	55210	OPERATING SUPPL	150	150	0	350	0	300	350
	55222	RECORDS MGMT.-FEES							8,750
	55240	UNIFORMS	0	0	0	0		0	0
	55260	PROTECT. CLOTH.	0	0	0	0		0	0
	55290	ELECTIONS							
	55410	MEMBERSHIPS							
	55420	TRAINING, AIDS							
	57900	ARCHIVES							400
Operating Total			\$2,550	\$2,450	\$1,100	\$5,800	\$0	\$4,150	\$15,500
Capital & Transfers	58001	TRANSFER OF RESERVES							
Capital & Transfers Total									
Expense Total			\$29,081	\$29,990	\$14,339	\$47,308	\$0	\$32,191	\$31,866

Administration Department Budget by Major Program Activity FY20-21

			Public/Board Meetings	Street Lights	Town Attorney	Training	Vendor/Grant (CFI) Management	Grand Total
Revenue	321100	OCCUPATIONAL LICENSE (TOWN LICENSE)						25,000
Revenue Total								\$25,000
Personnel	51100	SALARIES:EXEC.	9,600					9,600
	51200	SALARIES	51,986	15,599	11,406	3,523	7,227	431,625
	51210	Unused Medical	0	0	0	0	0	0
	51500	SICK LEAVE	0	0	0	23,350	0	23,350
	52100	FICA	3,977	1,193	873	270	553	33,019
	52200	RETIREMENT-401K GENERAL PENSION	4,679	1,404	1,027	317	650	38,846
	52300	LIFE/HOSP. INS.	8,133	2,617	1,938	581	1,227	72,300
	52301	MEDICAL BENEFIT	650	250	100	50	100	6,000
Personnel Total			\$79,025	\$21,063	\$15,343	\$28,091	\$9,757	\$614,741
Operating	53151	PROF. SERVICES	6,000	3,000	3,200	900	1,250	72,150
	54000	TRAV & PER DIEM				9,400		9,400
	54100	TELEPHONE				4,400		4,400
	54200	POSTAGE	300	0	0	1,000	0	1,600
	54620	MAIN. - VEHICLE	0	400	0	0	0	1,000
	54670	MAINT. - EQUIP					0	0
	54700	ORDINANCE CODES	850	0	500	0	0	5,000
	54930	ADVERTISING	800					2,550
	54940	FILING FEES	350	0	0	0	0	1,250
	55100	OFFICE SUPPLIES	0	0	0	3,100	0	3,100
	55101	BOARDS EXPENSES	5,000					5,000
	55210	OPERATING SUPPL	300	150	300	0	100	9,550
	55222	RECORDS MGMT.-FEES						8,750
	55240	UNIFORMS	0	0	0	650	0	650
	55260	PROTECT. CLOTH.	0	0	0	250	0	250
	55290	ELECTIONS						5,000
	55410	MEMBERSHIPS				10,800		10,800
	55420	TRAINING, AIDS				8,100		8,100
	57900	ARCHIVES						400
Operating Total			\$13,600	\$3,550	\$4,000	\$38,600	\$1,350	\$148,950
Capital & Transfers	58001	TRANSFER OF RESERVES						93,940
Capital & Transfers Total								\$93,940
Expense Total			\$92,625	\$24,613	\$19,343	\$66,691	\$11,107	\$857,631

<i>Building-Line Item</i>			Budget - 2020	Proposed Budget
Personnel	51200	SALARIES	51,100	51,669
	51500	SICK LEAVE	2,200	2,300
	52100	FICA	3,900	3,953
	52200	RETIREMENT-401K GENERAL PENSION	4,600	4,650
	52300	LIFE/HOSP. INS.	10,150	11,666
	52301	MEDICAL BENEFIT	1,200	1,200
Personnel Total			\$73,150	\$75,437
Operating	53155	COMMUNITY DEVELOPMENT SERVICES	40,000	40,000
	53160	CONTRAC. LABOR	82,350	81,530
	54000	TRAV & PER DIEM	600	600
	54100	TELEPHONE	250	250
	54670	MAINT. - EQUIP	500	500
	55100	OFFICE SUPPLIES	1,000	500
	55210	OPERATING SUPPL	2,650	950
	55215	PLANNING & ZON.	10,000	10,000
	55240	UNIFORMS	200	200
	55410	MEMBERSHIPS	300	300
	55420	TRAINING, AIDS	300	300
Operating Total			\$138,150	\$135,130
Grand Total			\$211,300.00	\$210,567.49

Building Department Budget by Major Program Activity FY20-21

			Employee Administration	Floodplain Management	Inspections	NPDES
Revenue	341802	BUILDING PERMITS				
Revenue Total						
Personnel	51200	SALARIES	2,610	2,610	8,350	4,175
	51500	SICK LEAVE	2,300	0	0	0
	52100	FICA	200	200	639	319
	52200	RETIREMENT-401K GENERAL PENSION	235	235	752	376
	52300	LIFE/HOSP. INS.	589	589	1,885	943
	52301	MEDICAL BENEFIT	50	50	200	100
Personnel Total			\$5,983	\$3,683	\$11,826	\$5,913
Operating	53155	COMMUNITY DEVELOPMENT SERVICES				
	53160	CONTRAC. LABOR			81,530	
	54000	TRAV & PER DIEM	600			
	54100	TELEPHONE	250			0
	54670	MAINT. - EQUIP	50	50	100	
	55100	OFFICE SUPPLIES	0	500	0	0
	55210	OPERATING SUPPL	0	550	50	50
	55215	PLANNING & ZON.				
	55240	UNIFORMS	200			0
	55410	MEMBERSHIPS	300			
	55420	TRAINING, AIDS	300			
Operating Total			\$1,700	\$1,100	\$81,680	\$50
Expense Total			\$7,683	\$4,783	\$93,506	\$5,963

Building Department Budget by Major Program Activity FY20-21

			Permitting	Grand Total
Revenue	341802	BUILDING PERMITS	280,000	280,000
Revenue Total			\$280,000	\$280,000
Personnel	51200	SALARIES	33,924	51,669
	51500	SICK LEAVE	0	2,300
	52100	FICA	2,595	3,953
	52200	RETIREMENT-401K GENERAL PENSION	3,053	4,650
	52300	LIFE/HOSP. INS.	7,660	11,666
	52301	MEDICAL BENEFIT	800	1,200
Personnel Total			\$48,032	\$75,437
Operating	53155	COMMUNITY DEVELOPMENT SERVICES	40,000	40,000
	53160	CONTRAC. LABOR		81,530
	54000	TRAV & PER DIEM		600
	54100	TELEPHONE		250
	54670	MAINT. - EQUIP	300	500
	55100	OFFICE SUPPLIES	0	500
	55210	OPERATING SUPPL	300	950
	55215	PLANNING & ZON.	10,000	10,000
	55240	UNIFORMS		200
	55410	MEMBERSHIPS		300
	55420	TRAINING, AIDS		300
Operating Total			\$50,600	\$135,130
Expense Total			\$98,632	\$210,567

Support Services-Line Item			Budget - 2020	Proposed Budget
Personnel	51200	SALARIES	481,900	426,296
	51201	PT SALARIES	0	6,000
	51210	Unused Medical	0	0
	51305	BANK FEES	7,400	7,400
	51400	OVERTIME	1,000	1,500
	51500	SICK LEAVE	12,050	7,170
	52100	FICA	36,900	31,808
	52200	RETIREMENT-401K GENERAL PENSION	43,400	37,422
	52300	LIFE/HOSP. INS.	92,000	94,272
	52301	MEDICAL BENEFIT	10,800	10,800
Personnel Total			\$685,450	\$622,668
Operating	53100	PHYSICAL EXAMS	500	500
	53110	TOWN ATTORNEY	75,750	75,750
	53151	PROF. SERVICES	42,000	60,500
	53152	FIRE SERVICES	622,500	653,625
	53155	COMMUNITY DEVELOPMENT SERVICES	0	0
	53200	ACCTG. & AUDIT.	35,000	45,000
	54000	TRAV & PER DIEM	4,050	4,050
	54100	TELEPHONE	13,600	18,600
	54200	POSTAGE	3,550	3,900
	54300	ELECTRICITY	13,000	13,000
	54301	WATER	13,500	3,500
	54302	SANITATION	800	400
	54303	SEWER	6,200	3,300
	54320	GAS (NATURAL)	0	1,000
	54401	EQUIP LEASING	18,100	18,100
	54510	INS. GEN. LIAB.	275,000	327,800
	54620	MAIN. - VEHICLE	2,000	2,000
	54630	MAINT.-BLDG.	32,000	37,300
	54905	AHLF PROPERTY	0	0
	54950	EMPLOY.RELATION	10,500	13,000
	55100	OFFICE SUPPLIES	4,500	4,700
	55210	OPERATING SUPPL	9,650	9,700
	55220	GASOLINE & OIL	48,000	47,150
	55221	TOOLS	650	650
	55240	UNIFORMS	1,200	1,200
	55260	PROTECT. CLOTH.	600	600
	55290	ELECTIONS	0	0
	55410	MEMBERSHIPS	1,200	1,200
	55420	TRAINING, AIDS	4,350	4,350
	56405	COMPUTER SYSTEM	206,450	217,950
	57001	VEHICLE DEBT SERVICE	6,000	3,000
	57100	LIBRARY	15,000	15,000
Operating Total			\$1,465,650	\$1,586,825
Capital & Transfers	58101	CAPITAL PURCH.	0	0
	58102	TRANSFER TO 301	22,500	22,500
Capital & Transfers Total			\$22,500	\$22,500
Expense Total			\$2,173,600	\$2,231,993

Support Services Department Budget by Major Program Activity FY20-21

		Accounting & Audit	Accounts Payable	Asset Management	Billing and Accounts Receivable	Budget	Building	Cash Management	Claims Prevention
Revenue Total		54700							
Personnel	51200 SALARIES	11,244	37,659	7,784	62,117	14,876	24,779	3,709	5,779
	51201 PT SALARIES	6,000			0				
	51210 Unused Medical	0	0		0			0	0
	51305 BANK FEES							7,400	
	51400 OVERTIME	0	0		0		500	0	
	51500 SICK LEAVE	0	0	0	0	0	170	0	0
	52100 FICA	860	2,881	595	4,752	1,138	1,896	284	442
	52200 RETIREMENT-401K GENERAL PENSION	1,012	3,389	701	5,591	1,339	2,230	334	520
	52300 LIFE/HOSP. INS.	2,887	8,013	1,827	17,322	1,768	6,010	707	1,178
	52301 MEDICAL BENEFIT	900	850	200	2,050	200	600	200	100
Personnel Total		22,903	52,792	11,106	91,832	19,321	36,184	12,634	8,019
Operating	53100 PHYSICAL EXAMS								
	53110 TOWN ATTORNEY								
	53151 PROF. SERVICES								
	53152 FIRE SERVICES								
	53155 COMMUNITY DEVELOPMENT SERVICES								
	53200 ACCTG. & AUDIT.	45,000							
	54000 TRAV & PER DIEM								
	54100 TELEPHONE	0	0	0	0	0	0	0	0
	54200 POSTAGE				900				
	54300 ELECTRICITY								
	54301 WATER								
	54302 SANITATION								
	54303 SEWER								
	54320 GAS (NATURAL)								
	54401 EQUIP LEASING								
	54510 INS. GEN. LIAB.								
	54620 MAIN. - VEHICLE								
	54630 MAINT.-BLDG.								
	54905 AHLF PROPERTY								
	54950 EMPLOY.RELATION								
	55100 OFFICE SUPPLIES	0	0	0	0	0	0	0	0
	55210 OPERATING SUPPL		900	400	1,900	300	0	300	50
	55220 GASOLINE & OIL							100	
	55221 TOOLS								
	55240 UNIFORMS								
	55260 PROTECT. CLOTH.								
	55290 ELECTIONS	0							
	55410 MEMBERSHIPS								
	55420 TRAINING, AIDS								
	56405 COMPUTER SYSTEM								
	57001 VEHICLE DEBT SERVICE								
	57100 LIBRARY								
Operating Total		45,000	900	400	2,800	300	0	400	50
Capital & Transf	58101 CAPITAL PURCH.								
	58102 TRANSFER TO 301								
Capital & Transfers Total									
Grand Total		67,903	53,692	11,506	94,632	19,621	36,184	13,034	8,069

Support Services Department Budget by Major Program Activity FY20-21

		Contract Management	Custodial	Dispatch/Communications	Employee Administration	Fire Services	General Governmental Revenues	Grants	Hardware
Revenue Total							5984500		
Personnel	51200 SALARIES	1,984	58,510	0	51,639			9,918	1,984
	51201 PT SALARIES			0					
	51210 Unused Medical		0						
	51305 BANK FEES								
	51400 OVERTIME								
	51500 SICK LEAVE	0	0		6,900			100	0
	52100 FICA	152	4,476		3,950			759	152
	52200 RETIREMENT-401K GENERAL PENSION	179	5,266		4,648			893	179
	52300 LIFE/HOSP. INS.	236	17,912		8,838			1,178	236
	52301 MEDICAL BENEFIT	0	1,850		1,100			100	0
Personnel Total		2,549	88,014	0	77,075			12,947	2,549
Operating	53100 PHYSICAL EXAMS								
	53110 TOWN ATTORNEY								
	53151 PROF. SERVICES								
	53152 FIRE SERVICES					653,625			
	53155 COMMUNITY DEVELOPMENT SERVICES								
	53200 ACCTG. & AUDIT.								
	54000 TRAV & PER DIEM				4,050				
	54100 TELEPHONE	0	0		4,600			0	0
	54200 POSTAGE								
	54300 ELECTRICITY								
	54301 WATER								
	54302 SANITATION								
	54303 SEWER								
	54320 GAS (NATURAL)								
	54401 EQUIP LEASING				18,100				
	54510 INS. GEN. LIAB.								
	54620 MAIN. - VEHICLE								
	54630 MAINT.-BLDG.		26,800						
	54905 AHLF PROPERTY								
	54950 EMPLOY.RELATION								
	55100 OFFICE SUPPLIES	0			4,700			0	0
	55210 OPERATING SUPPL	50	1,300		250			300	0
	55220 GASOLINE & OIL		0						
	55221 TOOLS								
	55240 UNIFORMS				1,200				
	55260 PROTECT. CLOTH.								
	55290 ELECTIONS								
	55410 MEMBERSHIPS				1,200				
	55420 TRAINING, AIDS				4,350				
	56405 COMPUTER SYSTEM								6,500
	57001 VEHICLE DEBT SERVICE								
	57100 LIBRARY								
Operating Total		50	28,100		38,450	653,625		300	6,500
Capital & Transf	58101 CAPITAL PURCH.								0
	58102 TRANSFER TO 301				22,500				
Capital & Transfers Total					22500				0
Grand Total		2,599	116,114	0	138,025	653,625	0	13,247	9,049

Support Services Department Budget by Major Program Activity FY20-21

		Human Resources	Network Administration	Payroll	Property/Casualty	Records Management	Repairs/Maintenance	Software	Solid Waste
Revenue Total									
Personnel	51200 SALARIES	54,059		23,495	17,452	2,845	22,495	1,984	1,458
	51201 PT SALARIES								
	51210 Unused Medical	0			0		0		
	51305 BANK FEES								
	51400 OVERTIME								1,000
	51500 SICK LEAVE	0		0	0	0	0	0	0
	52100 FICA	3,332		1,797	1,335	218	1,721	152	112
	52200 RETIREMENT-401K GENERAL PENSION	3,920		2,115	1,571	256	2,025	179	131
	52300 LIFE/HOSP. INS.	7,777		5,892	3,123	648	6,481	236	354
	52301 MEDICAL BENEFIT	800		600	300	50	650	50	50
Personnel Total		69,889		33,899	23,781	4,017	33,372	2,599	3,104
Operating	53100 PHYSICAL EXAMS	500							
	53110 TOWN ATTORNEY								
	53151 PROF. SERVICES		12,000				43,500		
	53152 FIRE SERVICES								
	53155 COMMUNITY DEVELOPMENT SERVICES								
	53200 ACCTG. & AUDIT.								
	54000 TRAV & PER DIEM								
	54100 TELEPHONE	0		0	0	0	0		0
	54200 POSTAGE							0	3,000
	54300 ELECTRICITY						13,000		0
	54301 WATER						3,500		0
	54302 SANITATION						400		0
	54303 SEWER						3,300		0
	54320 GAS (NATURAL)						1,000		0
	54401 EQUIP LEASING								
	54510 INS. GEN. LIAB.				327,800				
	54620 MAIN. - VEHICLE						2,000		
	54630 MAINT.-BLDG.						10,500		
	54905 AHLF PROPERTY								
	54950 EMPLOY.RELATION	13,000							
	55100 OFFICE SUPPLIES	0		0	0	0		0	0
	55210 OPERATING SUPPL	1,000		800	350	250	1,250	50	0
	55220 GASOLINE & OIL	0			50		0		47,000
	55221 TOOLS						650		
	55240 UNIFORMS								
	55260 PROTECT. CLOTH.						600		
	55290 ELECTIONS								
	55410 MEMBERSHIPS								
	55420 TRAINING, AIDS								
	56405 COMPUTER SYSTEM	0	91,650					115,300	
	57001 VEHICLE DEBT SERVICE								
	57100 LIBRARY								
Operating Total		14,500	103,650	800	328,200	250	79,700	115,350	50,000
Capital & Transf	58101 CAPITAL PURCH.								
	58102 TRANSFER TO 301								
Capital & Transfers Total									
Grand Total		84,389	103,650	34,699	351,981	4,267	113,072	117,949	53,104

Support Services Department Budget by Major Program Activity FY20-21

		Support Svcs Financial Mgmt	Townwide Management Services	Training/Meetings/Edu cation	VOIP System/Internet	Grand Total
Revenue Total						\$6,039,200
Personnel	51200 SALARIES	10,033			496	\$426,296
	51201 PT SALARIES			0		\$6,000
	51210 Unused Medical					\$0
	51305 BANK FEES					\$7,400
	51400 OVERTIME					\$1,500
	51500 SICK LEAVE	0			0	\$7,170
	52100 FICA	767		0	38	\$31,808
	52200 RETIREMENT-401K GENERAL PENSION	903			45	\$37,422
	52300 LIFE/HOSP. INS.	1,591			59	\$94,272
	52301 MEDICAL BENEFIT	150			0	\$10,800
Personnel Total		13,444		0	637	622,668
Operating	53100 PHYSICAL EXAMS					\$500
	53110 TOWN ATTORNEY		75,750			\$75,750
	53151 PROF. SERVICES				5,000	\$60,500
	53152 FIRE SERVICES					\$653,625
	53155 COMMUNITY DEVELOPMENT SERVICES		0			\$0
	53200 ACCTG. & AUDIT.					\$45,000
	54000 TRAV & PER DIEM					\$4,050
	54100 TELEPHONE	0			14,000	\$18,600
	54200 POSTAGE				0	\$3,900
	54300 ELECTRICITY					\$13,000
	54301 WATER					\$3,500
	54302 SANITATION					\$400
	54303 SEWER					\$3,300
	54320 GAS (NATURAL)					\$1,000
	54401 EQUIP LEASING					\$18,100
	54510 INS. GEN. LIAB.					\$327,800
	54620 MAIN. - VEHICLE					\$2,000
	54630 MAINT.-BLDG.					\$37,300
	54905 AHLF PROPERTY		0			\$0
	54950 EMPLOY.RELATION					\$13,000
	55100 OFFICE SUPPLIES	0			0	\$4,700
	55210 OPERATING SUPPL	250			0	\$9,700
	55220 GASOLINE & OIL					\$47,150
	55221 TOOLS					\$650
	55240 UNIFORMS					\$1,200
	55260 PROTECT. CLOTH.					\$600
	55290 ELECTIONS					\$0
	55410 MEMBERSHIPS					\$1,200
	55420 TRAINING, AIDS					\$4,350
	56405 COMPUTER SYSTEM				4,500	\$217,950
	57001 VEHICLE DEBT SERVICE	3,000				\$3,000
	57100 LIBRARY		15,000			\$15,000
Operating Total		3,250	90,750		23,500	1,586,825
Capital & Transfr	58101 CAPITAL PURCH.					\$0
	58102 TRANSFER TO 301					\$22,500
Capital & Transfers Total						\$22,500
Grand Total		16,694	90,750	0	24,137	\$2,231,993

<i>Police Department-Line Item</i>			Budget - 2020	Proposed Budget
Personnel	51000	INCENTIVE PAY	13,000	13,000
	51200	SALARIES	919,200	970,728
	51201	PT SALARIES	88,000	88,000
	51202	SPECIAL DUTY PAY	156,700	156,700
	51210	Unused Medical	0	0
	51400	OVERTIME	18,750	18,750
	51500	SICK LEAVE	25,750	20,650
	52100	FICA	72,950	76,899
	52200	RETIREMENT-401K GENERAL PENSION	4,200	7,005
	52220	RETIREMENT-POLICE OFFICERS	298,000	314,500
	52300	LIFE/HOSP. INS.	82,250	158,147
	52301	MEDICAL BENEFIT	17,300	17,300
Personnel Total			\$1,696,100	\$1,841,678
Operating	52900	CODE ENFORCE.	3,200	3,200
	53100	PHYSICAL EXAMS	1,500	1,500
	53151	PROF. SERVICES	30,650	27,000
	54000	TRAV & PER DIEM	1,000	1,000
	54100	TELEPHONE	7,000	7,000
	54200	POSTAGE	800	800
	54401	EQUIP LEASING	5,000	5,000
	54620	MAIN. - VEHICLE	7,900	7,900
	54650	MAINT. - RADIOS	9,550	9,550
	54670	MAINT. - EQUIP	0	0
	55100	OFFICE SUPPLIES	2,350	2,350
	55209	CRIME PREVENTIO	1,750	1,750
	55210	OPERATING SUPPL	9,100	9,100
	55221	TOOLS	550	550
	55240	UNIFORMS	9,700	9,700
	55260	PROTECT. CLOTH.	8,100	8,100
	55410	MEMBERSHIPS	700	700
	55420	TRAINING, AIDS	200	10,000
	57001	VEHICLE DEBT SERVICE	23,250	11,650
Operating Total			\$122,300	\$116,850
Capital & Transfers	58001	TRANSFER OF RESERVES	0	18,000
	58101	CAPITAL PURCH.	0	0
	58102	TRANSFER TO 301	62,500	72,500
Capital & Transfers Total			\$62,500	\$90,500
Expense Total			\$1,880,900	\$2,049,028

Police Department Budget by Major Program Activity FY20-21

		Asset/Fleet Mgmt	Calls for Service	Case Mgmt	Compliance	Dispatch/Communications	Employee Life Cycle	Financial Operations	Investigations
Revenue	331201 JAG GRANT								
	337200 GRANTS		0						
	342103 SPECIAL DUTY POLICE								
	351100 COURT FINES (POLICE FINES)		500	200		500	0		200
	351300 POLICE ACADEMY		300						
	351400 RESTITUTION		1500						
	351402 OTC FINES AND TICKETS		250						
	354000 ORDINANCE VIOLATION								0
Revenue Total	366905 CONTRIBUTION - POL. EQUIPMENT		0	0		0	0		0
			\$2,550	\$200		\$500	\$0		\$200
Personnel	51000 INCENTIVE PAY	0	2300	400	400	800	650	0	1250
	51200 SALARIES	31492.0398	107573.5544	30647.2821	26743.509	33265.284	21645.6552	0	98637.4012
	51201 PT SALARIES	0	20800	0		0	0		0
	51202 SPECIAL DUTY PAY	0	0			0			
	51210 Unused Medical	0	0	0		0	0	0	0
	51400 OVERTIME	4400	2600	2000		0	0	0	2600
	51500 SICK LEAVE	0	0	0		0	18800		0
	52100 FICA	2409.141	10479.3769	2344.5171	2045.8784	2544.7942	1655.8926	0	7545.7612
	52200 RETIREMENT-401K GENERAL PENSION	1381.536	0	0		2993.8756	172.692	0	0
	52220 RETIREMENT-POLICE OFFICERS	3000	61900	7435	8435	0	0		30450
	52300 LIFE/HOSP. INS.	6574.2	16421.736	4966.4004	5070.9204	8741.4	3645	0	15856.668
	52301 MEDICAL BENEFIT	650	2200	600	500	1000	250	0	1800
	Personnel Total	\$49,907	\$224,275	\$48,393	\$43,195	\$49,345	\$46,819	\$0	\$158,140
Operating	52900 CODE ENFORCE.		550	150	300	300			200
	53100 PHYSICAL EXAMS	0	0	0		0	1500		0
	53151 PROF. SERVICES	450	4600	950	950	1500	150		3050
	54000 TRAV & PER DIEM								
	54100 TELEPHONE	0	0	0		0	7000		0
	54200 POSTAGE	0	0	0		0	800		0
	54401 EQUIP LEASING	0	0	0		0	5000		0
	54620 MAIN. - VEHICLE	0	1450	250	250	450	0		850
	54650 MAINT. - RADIOS	100	1750	300	300	450	0		950
	54670 MAINT. - EQUIP	0	0	0		0	0		0
	55100 OFFICE SUPPLIES	0	0	0		0	2350		0
	55209 CRIME PREVENTIO								
	55210 OPERATING SUPPL	0	1700	300	300	550	0		900
	55221 TOOLS	0	0	0		0	550		0
	55240 UNIFORMS	0	0	0		0	9700		0
	55260 PROTECT. CLOTH.	0	0	0		0	8100		0
	55410 MEMBERSHIPS								
	55420 TRAINING, AIDS								
	57001 VEHICLE DEBT SERVICE	0	0	0		0	11650		0
	Operating Total	\$550	\$10,050	\$1,950	\$2,100	\$3,250	\$46,800		\$5,950
Capital & Transfers	58001 TRANSFER OF RESERVES								
	58101 CAPITAL PURCH.	0	0	0		0	0		0
	58102 TRANSFER TO 301	0	0	0		0	72500		0
Capital & Transfers Total		\$0	\$0	\$0		\$0	\$72,500		\$0
Grand Total		\$50,457	\$234,325	\$50,343	\$45,295	\$52,595	\$166,119	\$0	\$164,090

Police Department Budget by Major Program Activity FY20-21

		Miscellaneous	Outreach/Investigations	Permitting/Records	Preventative Patrol	Property/Evidence	Prosecution	Special Events	Special Watches
Revenue	331201 JAG GRANT								
	337200 GRANTS								
	342103 SPECIAL DUTY POLICE							169200	
	351100 COURT FINES (POLICE FINES)	0	300	0	500	200	300	0	
	351300 POLICE ACADEMY								
	351400 RESTITUTION								
	351402 OTC FINES AND TICKETS								
	354000 ORDINANCE VIOLATION								
	366905 CONTRIBUTION - POL. EQUIPMENT	0	0	0	0	0	0	18000	
Revenue Total		\$0	\$300	\$0	\$500	\$200	\$300	\$187,200	
Personnel	51000 INCENTIVE PAY	0	1250	0	2300	300	300	650	800
	51200 SALARIES	53750	86093.4324	15144.0094	119041.5486	21925.8151	21747.6022	71441.8354	26173.81
	51201 PT SALARIES	0	0	0	20750	0	0	0	20300
	51202 SPECIAL DUTY PAY	156700	0	0	0	0	0	0	0
	51210 Unused Medical	0	0	0	0	0	0	0	0
	51400 OVERTIME	0	0	0	2600	200	0	1750	650
	51500 SICK LEAVE	0	1750	0	0	0	100	0	0
	52100 FICA	0	6586.1476	1158.5167	11356.6785	1677.3249	1663.6916	5465.3004	2002.2965
	52200 RETIREMENT-401K GENERAL PENSION	0	0	700.4533	0	0	0	1233.0572	0
	52220 RETIREMENT-POLICE OFFICERS	7450	30450	0	61900	5840	5290	15725	14725
	52300 LIFE/HOSP. INS.	0	16290.948	2791.2	17843.136	3429.3336	4446.9336	13624.134	3958.134
	52301 MEDICAL BENEFIT	0	1700	100	2350	400	400	1450	250
Personnel Total		\$217,900	\$144,121	\$19,894	\$238,141	\$33,772	\$33,948	\$111,339	\$68,859
Operating	52900 CODE ENFORCE.		50		550	400	300	0	
	53100 PHYSICAL EXAMS	0	0	0	0	0	0	0	0
	53151 PROF. SERVICES	0	3050	150	4600	700	700	1000	1550
	54000 TRAV & PER DIEM								
	54100 TELEPHONE	0	0	0	0	0	0	0	0
	54200 POSTAGE	0	0	0		0	0	0	0
	54401 EQUIP LEASING	0	0	0	0	0	0	0	0
	54620 MAIN. - VEHICLE	0	850	0	1450	200	200	450	450
	54650 MAINT. - RADIOS	0	950	0	1750	200	200	500	550
	54670 MAINT. - EQUIP	0	0	0	0	0	0	0	0
	55100 OFFICE SUPPLIES	0	0	0	0	0	0	0	0
	55209 CRIME PREVENTIO							1750	
	55210 OPERATING SUPPL	0	900	0	1700	200		450	550
	55221 TOOLS	0	0	0	0	0	0	0	0
	55240 UNIFORMS	0	0	0	0	0	0	0	0
	55260 PROTECT. CLOTH.	0	0	0	0	0	0	0	0
	55410 MEMBERSHIPS								
	55420 TRAINING, AIDS								
	57001 VEHICLE DEBT SERVICE	0	0	0	0	0	0	0	0
Operating Total		\$0	\$5,800	\$150	\$10,050	\$1,700	\$1,400	\$4,150	\$3,100
Capital & Transfers	58001 TRANSFER OF RESERVES	18000							
	58101 CAPITAL PURCH.	0	0	0	0	0	0	0	0
	58102 TRANSFER TO 301	0	0	0	0	0	0	0	0
Capital & Transfers Total		\$18,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grand Total		\$235,900	\$149,921	\$20,044	\$248,191	\$35,472	\$35,348	\$115,489	\$71,959

Police Department Budget by Major Program Activity FY20-21

		Supervision/Discipline	Traffic	Training/Meetings/Education	Grand Total
Revenue	331201 JAG GRANT			1000	\$1,000
	337200 GRANTS				\$0
	342103 SPECIAL DUTY POLICE				\$169,200
	351100 COURT FINES (POLICE FINES)	0	500	0	\$3,200
	351300 POLICE ACADEMY				\$300
	351400 RESTITUTION				\$1,500
	351402 OTC FINES AND TICKETS				\$250
	354000 ORDINANCE VIOLATION				\$0
	366905 CONTRIBUTION - POL. EQUIPMENT	0	0	0	\$18,000
Revenue Total		\$0	\$500	\$1,000	\$193,450
Personnel	51000 INCENTIVE PAY	0	1600	0	\$13,000
	51200 SALARIES	37327.5604	89822.2442	78255.6606	\$970,728
	51201 PT SALARIES	0	20700	5450	\$88,000
	51202 SPECIAL DUTY PAY		0	0	\$156,700
	51210 Unused Medical	0	0	0	\$0
	51400 OVERTIME	0	1950	0	\$18,750
	51500 SICK LEAVE	0	0	0	\$20,650
	52100 FICA	2855.5584	9121.4017	5986.558	\$76,899
	52200 RETIREMENT-401K GENERAL PENSION	0	0	522.9186	\$7,005
	52220 RETIREMENT-POLICE OFFICERS	0	46175	15725	\$314,500
	52300 LIFE/HOSP. INS.	5788.8	14545.002	14152.734	\$158,147
	52301 MEDICAL BENEFIT	550	1800	1300	\$17,300
Personnel Total		\$46,522	\$185,714	\$121,393	\$1,841,678
Operating	52900 CODE ENFORCE.		400		\$3,200
	53100 PHYSICAL EXAMS	0	0	0	\$1,500
	53151 PROF. SERVICES	300	2700	600	\$27,000
	54000 TRAV & PER DIEM			1000	\$1,000
	54100 TELEPHONE	0	0	0	\$7,000
	54200 POSTAGE	0	0	0	\$800
	54401 EQUIP LEASING	0	0	0	\$5,000
	54620 MAIN. - VEHICLE	0	1050	0	\$7,900
	54650 MAINT. - RADIOS	200	1150	200	\$9,550
	54670 MAINT. - EQUIP	0	0	0	\$0
	55100 OFFICE SUPPLIES	0	0	0	\$2,350
	55209 CRIME PREVENTIO			0	\$1,750
	55210 OPERATING SUPPL	0	1100	450	\$9,100
	55221 TOOLS	0	0	0	\$550
	55240 UNIFORMS	0	0	0	\$9,700
	55260 PROTECT. CLOTH.	0	0	0	\$8,100
	55410 MEMBERSHIPS			700	\$700
	55420 TRAINING, AIDS			10000	\$10,000
	57001 VEHICLE DEBT SERVICE	0	0	0	\$11,650
Operating Total		\$500	\$6,400	\$12,950	\$116,850
Capital & Transfers	58001 TRANSFER OF RESERVES				\$18,000
	58101 CAPITAL PURCH.	0	0	0	\$0
	58102 TRANSFER TO 301	0	0	0	\$72,500
Capital & Transfers Total		\$0	\$0	\$0	\$90,500
Grand Total		\$47,022	\$192,114	\$134,343	\$2,049,028

<i>Public Works-Line Item</i>			Budget - 2020	Proposed Budget
Personnel	51200	SALARIES	373,250	378,836
	51210	Unused Medical	0	0
	51400	OVERTIME	850	850
	51500	SICK LEAVE	5,200	3,600
	52100	FICA	28,600	28,981
	52200	RETIREMENT-401K GENERAL PENSION	33,650	34,095
	52300	LIFE/HOSP. INS.	91,300	100,164
	52301	MEDICAL BENEFIT	10,100	10,100
Personnel Total			\$542,950	\$556,626
Operating	52400	WORKMEN'S COMP.	0	0
	53100	PHYSICAL EXAMS	500	500
	53151	PROF. SERVICES	19,000	12,000
	53160	CONTRAC. LABOR	56,200	55,700
	53410	STREET SWEEPING	19,500	14,000
	54000	TRAV & PER DIEM	2,000	2,000
	54100	TELEPHONE	2,050	2,500
	54310	ENERGY	40,250	40,250
	54601	MAINT.-HUNTER PARK	5,600	5,600
	54618	TENNIS COURTS-MAINT	2,000	0
	54619	FIELDS/COURTS	15,000	15,000
	54620	MAIN. - VEHICLE	2,250	2,900
	54670	MAINT. - EQUIP	5,250	8,850
	54680	MAINT.-GROUNDS	19,800	18,800
	54682	TREE TRIMMING	36,550	36,000
	54686	HOLIDAY LIGHTIN	8,000	7,000
	54910	PLANTINGS	4,700	4,700
	55100	OFFICE SUPPLIES	800	800
	55210	OPERATING SUPPL	5,500	5,550
	55221	TOOLS	750	1,200
	55230	CHEMICALS	10,000	10,000
	55240	UNIFORMS	1,900	1,600
	55260	PROTECT. CLOTH.	1,700	2,125
	55300	ROAD MATERIALS & SUPPLIES	22,800	23,700
	55410	MEMBERSHIPS	3,050	3,050
	55420	TRAINING, AIDS	3,200	3,200
	56405	COMPUTER SYSTEM	500	500
	57001	VEHICLE DEBT SERVICE	26,700	17,850
Operating Total			\$315,550	\$295,375
Capital & Transfers	58101	CAPITAL PURCH.	0	0
	58102	TRANSFER TO 301	34,650	34,650
Capital & Transfers Total			\$34,650	\$34,650
Grand Total			\$893,150	\$886,651

Public Works Department Budget by Major Program Activity FY20-21

		Capital Improvement	Chemicals	Contract Mowing	Contract Service	Contract Trimming	Customer Service
Personnel	51200 SALARIES	24,970.76	8,173.56	5,303.39	3,978.32	3,995.10	15,209.03
	51210 Unused Medical	0.00	0.00	0.00	0.00	0.00	0.00
	51400 OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
	51500 SICK LEAVE		0.00	0.00	0.00	0.00	0.00
	52100 FICA	1,910.26	625.28	405.71	304.34	305.63	1,163.49
	52200 RETIREMENT-401K GENERAL PENSION	2,247.37	735.62	477.30	358.05	359.56	1,368.81
	52300 LIFE/HOSP. INS.	4,360.08	2,121.12	1,414.08	707.04	707.04	3,063.84
	52301 MEDICAL BENEFIT	450.00	200.00	150.00	50.00	50.00	300.00
Personnel Total		\$33,938.48	\$11,855.58	\$7,750.48	\$5,397.75	\$5,417.32	\$21,105.17
Operating	52400 WORKMEN'S COMP.						
	53100 PHYSICAL EXAMS	0	0	0	0	0	0
	53151 PROF. SERVICES						6,000
	53160 CONTRAC. LABOR	10,000		33,700	7,000		
	53410 STREET SWEEPING						
	54000 TRAV & PER DIEM						
	54100 TELEPHONE						
	54310 ENERGY	40,250					
	54601 MAINT.-HUNTER PARK						
	54618 TENNIS COURTS-MAINT						
	54619 FIELDS/COURTS				12,000		
	54620 MAIN. - VEHICLE		200				
	54670 MAINT. - EQUIP		600				
	54680 MAINT.-GROUNDS		1,400				
	54682 TREE TRIMMING					31,000	
	54686 HOLIDAY LIGHTIN						
	54910 PLANTINGS						
	55100 OFFICE SUPPLIES						
	55210 OPERATING SUPPL						
	55221 TOOLS						
	55230 CHEMICALS		10,000				
	55240 UNIFORMS						
	55260 PROTECT. CLOTH.						
	55300 ROAD MATERIALS & SUPPLIES						
	55410 MEMBERSHIPS						
	55420 TRAINING, AIDS						
	56405 COMPUTER SYSTEM						
	57001 VEHICLE DEBT SERVICE						
Operating Total		\$50,250.00	\$12,200.00	\$33,700.00	\$19,000.00	\$31,000.00	\$6,000.00
Capital & Transfers	58101 CAPITAL PURCH.						
	58102 TRANSFER TO 301						
Capital & Transfers Total							
Total	51500 SICK LEAVE	0					
		0					
Grand Total		\$84,188.48	\$24,055.58	\$41,450.48	\$24,397.75	\$36,417.32	\$27,105.17

Public Works Department Budget by Major Program Activity FY20-21

		Debris Maintenance	Employee Management	Holiday Lights	Irrigation	Maintenance	Maintenance of Traffic (MOT)
Personnel	51200 SALARIES	25,474.68	33,887.05	7,469.77	12,556.97	36,248.36	3,148.97
	51210 Unused Medical	0.00	0.00	0.00	0.00	0.00	0.00
	51400 OVERTIME	0.00	850.00	0.00	0.00	0.00	0.00
	51500 SICK LEAVE	0.00	3,600.00	0.00	0.00	0.00	0.00
	52100 FICA	1,948.81	2,592.36	571.44	960.61	2,773.00	240.90
	52200 RETIREMENT-401K GENERAL PENSION	2,292.72	3,049.83	672.28	1,130.13	3,262.35	283.41
	52300 LIFE/HOSP. INS.	8,130.96	6,481.20	1,885.44	2,828.16	11,430.48	942.72
	52301 MEDICAL BENEFIT	850.00	650.00	200.00	300.00	1,150.00	100.00
Personnel Total		\$38,697.17	\$51,110.45	\$10,798.93	\$17,775.87	\$54,864.19	\$4,715.99
Operating	52400 WORKMEN'S COMP.						
	53100 PHYSICAL EXAMS	0	500	0	0	0	0
	53151 PROF. SERVICES						
	53160 CONTRAC. LABOR						
	53410 STREET SWEEPING	14,000					
	54000 TRAV & PER DIEM		0				
	54100 TELEPHONE		2,500				
	54310 ENERGY						
	54601 MAINT.-HUNTER PARK						
	54618 TENNIS COURTS-MAINT						
	54619 FIELDS/COURTS						
	54620 MAIN. - VEHICLE	200			200	150	
	54670 MAINT. - EQUIP	600			600	350	
	54680 MAINT.-GROUNDS				4,000		
	54682 TREE TRIMMING						
	54686 HOLIDAY LIGHTIN			7,000			
	54910 PLANTINGS						
	55100 OFFICE SUPPLIES		800				
	55210 OPERATING SUPPL		2,500				
	55221 TOOLS					500	
	55230 CHEMICALS						
	55240 UNIFORMS		1,600				
	55260 PROTECT. CLOTH.		2,125				
	55300 ROAD MATERIALS & SUPPLIES						300
	55410 MEMBERSHIPS		0				
	55420 TRAINING, AIDS		0				
	56405 COMPUTER SYSTEM		500				
	57001 VEHICLE DEBT SERVICE		17,850				
Operating Total		\$14,800.00	\$28,375.00	\$7,000.00	\$4,800.00	\$1,000.00	\$300.00
Capital & Transfers	58101 CAPITAL PURCH.		0				
	58102 TRANSFER TO 301		34650				
Capital & Transfers Total			34650				
Total							
Grand Total		\$53,497.17	\$114,135.45	\$17,798.93	\$22,575.87	\$55,864.19	\$5,015.99

Public Works Department Budget by Major Program Activity FY20-21

		Miscellaneous	NPDES	Park Irrigation	Park Maintenance	Permit & Tree Assessment	Sidewalks
Personnel	51200 SALARIES	13,757.51	31,725.34	9,040.00	35,218.56	4,667.27	16,499.56
	51210 Unused Medical	0.00	0.00	0.00	0.00		0.00
	51400 OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
	51500 SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
	52100 FICA	1,052.45	2,426.99	691.56	2,694.22	357.05	1,262.22
	52200 RETIREMENT-401K GENERAL PENSION	1,238.18	2,855.28	813.60	3,169.67	420.05	1,484.96
	52300 LIFE/HOSP. INS.	4,242.24	9,309.36	2,238.96	10,016.40	589.20	4,949.28
	52301 MEDICAL BENEFIT	400.00	950.00	250.00	1,000.00	50.00	500.00
Personnel Total		\$20,690.38	\$47,266.97	\$13,034.12	\$52,098.86	\$6,083.57	\$24,696.01
Operating	52400 WORKMEN'S COMP.						
	53100 PHYSICAL EXAMS	0		0	0	0	0
	53151 PROF. SERVICES		6,000				
	53160 CONTRAC. LABOR						
	53410 STREET SWEEPING						
	54000 TRAV & PER DIEM						
	54100 TELEPHONE						
	54310 ENERGY						
	54601 MAINT.-HUNTER PARK				5,600		
	54618 TENNIS COURTS-MAINT						
	54619 FIELDS/COURTS						
	54620 MAIN. - VEHICLE	200	150	200	200	200	200
	54670 MAINT. - EQUIP	950	350	600	600	600	600
	54680 MAINT.-GROUNDS				10,600		
	54682 TREE TRIMMING						
	54686 HOLIDAY LIGHTIN						
	54910 PLANTINGS				4,700		
	55100 OFFICE SUPPLIES						
	55210 OPERATING SUPPL			1,050	1,500	500	
	55221 TOOLS			0	700		
	55230 CHEMICALS						
	55240 UNIFORMS						
	55260 PROTECT. CLOTH.						
	55300 ROAD MATERIALS & SUPPLIES	1,000	1,000				7,000
	55410 MEMBERSHIPS						
	55420 TRAINING, AIDS						
	56405 COMPUTER SYSTEM						
	57001 VEHICLE DEBT SERVICE						
Operating Total		\$2,150.00	\$7,500.00	\$1,850.00	\$23,900.00	\$1,300.00	\$7,800.00
Capital & Transfers	58101 CAPITAL PURCH.						
	58102 TRANSFER TO 301						
Capital & Transfers Total							
51500 SICK LEAVE							
Total							
Grand Total		\$22,840.38	\$54,766.97	\$14,884.12	\$75,998.86	\$7,383.57	\$32,496.01

Public Works Department Budget by Major Program Activity FY20-21

			Sod Maintenance	Street Name Signs	Streets	Tennis	Traffic Signs	Training	Tree Trimming	Grand Total
Personnel	51200	SALARIES	21,823.33	6,132.80	15,874.49		6,757.86	0.00	36,923.22	378,835.90
	51210	Unused Medical	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	51400	OVERTIME	0.00	0.00	0.00		0.00		0.00	850.00
	51500	SICK LEAVE	0.00	0.00	0.00		0.00	0.00	0.00	3,600.00
	52100	FICA	1,669.48	469.16	1,214.40		516.98	0.00	2,824.63	28,980.95
	52200	RETIREMENT-401K GENERAL PENSION	1,964.10	551.95	1,428.70		608.21	0.00	3,323.09	34,095.23
	52300	LIFE/HOSP. INS.	5,656.32	1,885.44	4,831.44		2,003.28	0.00	10,369.92	100,164.00
	52301	MEDICAL BENEFIT	550.00	200.00	500.00		200.00	0.00	1,050.00	10,100.00
Personnel Total			\$31,663.23	\$9,239.35	\$23,849.03		\$10,086.33	\$0.00	\$54,490.85	\$556,626.07
Operating	52400	WORKMEN'S COMP.			0					0
	53100	PHYSICAL EXAMS	0	0	0		0		0	500
	53151	PROF. SERVICES								12,000
	53160	CONTRAC. LABOR	5,000							55,700
	53410	STREET SWEEPING								14,000
	54000	TRAV & PER DIEM						2,000		2,000
	54100	TELEPHONE								2,500
	54310	ENERGY								40,250
	54601	MAINT.-HUNTER PARK								5,600
	54618	TENNIS COURTS-MAINT	0			0				0
	54619	FIELDS/COURTS	3,000							15,000
	54620	MAIN. - VEHICLE	200	200	200		200		200	2,900
	54670	MAINT. - EQUIP	600	600	600		600		600	8,850
	54680	MAINT.-GROUNDS	2,000						800	18,800
	54682	TREE TRIMMING							5,000	36,000
	54686	HOLIDAY LIGHTIN								7,000
	54910	PLANTINGS								4,700
	55100	OFFICE SUPPLIES								800
	55210	OPERATING SUPPL								5,550
	55221	TOOLS								1,200
	55230	CHEMICALS								10,000
	55240	UNIFORMS								1,600
	55260	PROTECT. CLOTH.								2,125
	55300	ROAD MATERIALS & SUPPLIES		1,200	11,400		1,800			23,700
	55410	MEMBERSHIPS						3,050		3,050
	55420	TRAINING, AIDS						3,200		3,200
	56405	COMPUTER SYSTEM								500
	57001	VEHICLE DEBT SERVICE								17,850
Operating Total			\$10,800.00	\$2,000.00	\$12,200.00	\$0.00	\$2,600.00	\$8,250.00	\$6,600.00	\$295,375.00
Capital & Transfers	58101	CAPITAL PURCH.								0
	58102	TRANSFER TO 301								34650
Capital & Transfers Total										34650
	51500	SICK LEAVE								0
Total										0
Grand Total			\$42,463.23	\$11,239.35	\$36,049.03	\$0.00	\$12,686.33	\$8,250.00	\$61,090.85	\$886,651.07

<i>Recreation- Line Item</i>		Budget - 2020	Proposed Budget
Personnel	51200 SALARIES	246,450	258,179
	51201 PT SALARIES	127,950	126,950
	51210 Unused Medical	0	0
	51310 INVESTMENT FEE	0	0
	51400 OVERTIME	850	850
	51500 SICK LEAVE	11,800	14,500
	52100 FICA	19,000	29,576
	52200 RETIREMENT-401K GENERAL PENSION	22,200	23,236
	52300 LIFE/HOSP. INS.	65,250	65,224
	52301 MEDICAL BENEFIT	7,050	7,050
Personnel Total		\$500,550	\$525,565
Operating	53100 PHYSICAL EXAMS	650	650
	53151 PROF. SERVICES	53,000	46,500
	53153 COPIES	5,000	5,000
	53154 FOOD SERVICE	3,000	3,700
	54000 TRAV & PER DIEM	5,200	5,200
	54100 TELEPHONE	4,600	4,600
	54300 ELECTRICITY	21,200	21,200
	54618 TENNIS COURTS-MAINT	0	2,000
	54670 MAINT. - EQUIP	2,000	2,000
	55100 OFFICE SUPPLIES	1,300	1,300
	55210 OPERATING SUPPL	6,500	6,500
	55221 TOOLS	200	200
	55231 SUMMER CAMP	30,000	31,000
	55232 TEEN CAMP	10,500	0
	55233 SPORTS LEAGUES	23,200	18,800
	55234 SPECIAL EVENTS	128,850	77,500
	55237 DAY CAMPS	4,000	3,200
	55238 FUNKY FRIDAY	3,000	7,800
	55239 SPECIALTY CAMPS	5,200	5,200
	55240 UNIFORMS	1,700	1,700
	55260 PROTECT. CLOTH.	250	250
	55410 MEMBERSHIPS	1,800	1,800
	55420 TRAINING, AIDS	4,400	4,400
	56405 COMPUTER SYSTEM	6,000	6,000
	57001 VEHICLE DEBT SERVICE	8,800	4,400
	57201 REC-VENDING	3,000	3,000
Operating Total		\$333,350	\$263,900
Capital & Transfers	58102 TRANSFER TO 301	16,150	16,150
Capital & Transfers Total		\$16,150	\$16,150
Expense Total		\$850,050	\$805,615

Recreation Department Budget by Major Program Activity FY20-21

		Afterschool	Athletic Events	Basketball	Community Health	Community Outreach	Contract Management	Contractual Services	Customer Service	Day Camps	Employee Management
Revenue	300320 TENNIS ANNUAL PERMITS										
	347210 RECREATION (PROG. ACTIVITY)	71,300		17,850	4,200		1,260	9,800		16,300	
	347211 RECREATION PERMITS	3,400							18,350		
	347213 REC-VENDING MACHINE SALES	1,500							0	200	
	347214 Concession Stand Sales	1,200								1,544	
	347530 SPECIAL EVENTS-Private Parties						6,150				
	347540 SPECIAL EVENTS-ATHLETIC PROGRAMS						20,400				
	362000 RENTAL INCOME						4,800				
	366902 DONATION-COMMUNITY PROJECTS						10,000				
	366911 SPECIAL EVENTS		82,000			2,000					
Revenue Total		\$77,400.00	\$82,000.00	\$17,850.00	\$4,200.00	\$2,000.00	\$42,610.00	\$9,800.00	\$18,350.00	\$18,044.00	
Personnel	51200 SALARIES	16,392	13,765	8,356	1,924	27,553	9,678	5,580	61,524	5,816	48,772
	51201 PT SALARIES	31,500	3,250	2,250		6,650	4,600		30,000	2,900	0
	51210 Unused Medical	0	0	0	0	0	0	0	0	0	0
	51310 INVESTMENT FEE										
	51400 OVERTIME	0	0	0	0	0	0	0	0	0	850
	51500 SICK LEAVE						0		0		14,500
	52100 FICA	3,654	1,303	814	147	2,608	1,090	427	7,007	695	3,731
	52200 RETIREMENT-401K GENERAL PENSION	1,475	1,239	752	173	2,480	871	502	5,537	523	4,390
	52300 LIFE/HOSP. INS.	5,303	3,182	2,592	589	6,010	2,475	1,650	16,144	1,768	8,779
	52301 MEDICAL BENEFIT	500	350	250	50	600	250	150	2,200	150	850
Personnel Total		\$58,824.36	\$23,088.95	\$15,014.87	\$2,883.36	\$45,900.21	\$18,963.89	\$8,308.97	\$122,411.52	\$11,852.07	\$81,871.89
Operating	53100 PHYSICAL EXAMS										650
	53151 PROF. SERVICES							7,000			
	53153 COPIES										
	53154 FOOD SERVICE									700	
	54000 TRAV & PER DIEM										0
	54100 TELEPHONE										
	54300 ELECTRICITY										
	54618 TENNIS COURTS-MAINT										
	54670 MAINT. - EQUIP	2,000									
	55100 OFFICE SUPPLIES										
	55210 OPERATING SUPPL										
	55221 TOOLS										
	55231 SUMMER CAMP										
	55232 TEEN CAMP										
	55233 SPORTS LEAGUES			10,800							
	55234 SPECIAL EVENTS		51,050			17,750					
	55237 DAY CAMPS	2,200								1,000	
	55238 FUNKY FRIDAY										
	55239 SPECIALTY CAMPS										
	55240 UNIFORMS										1,700
	55260 PROTECT. CLOTH.										250
	55410 MEMBERSHIPS										0
	55420 TRAINING, AIDS										0
	56405 COMPUTER SYSTEM										
	57001 VEHICLE DEBT SERVICE										
	57201 REC-VENDING	1,000									
Operating Total		\$5,200.00	\$51,050.00	\$10,800.00		\$17,750.00		\$7,000.00		\$1,700.00	\$2,600.00
Capital & Transf	58102 TRANSFER TO 301										
Capital & Transfers Total											
Grand Total		\$64,024.36	\$74,138.95	\$25,814.87	\$2,883.36	\$63,650.21	\$18,963.89	\$15,308.97	\$122,411.52	\$13,552.07	\$84,471.89

Recreation Department Budget by Major Program Activity FY20-21

		Enrichment	Flag Football	Food & Beverage	Leisure Events	Recreation Facilities	Summer Camps	Tennis	Training	Grand Total
Revenue	300320 TENNIS ANNUAL PERMITS							2,500		2,500
	347210 RECREATION (PROG. ACTIVITY)	15,000	18,200				165,550	2,100		321,560
	347211 RECREATION PERMITS	0						0		21,750
	347213 REC-VENDING MACHINE SALES						1,531			3,231
	347214 Concession Stand Sales		1,200				6,750			10,694
	347530 SPECIAL EVENTS-Private Parties									6,150
	347540 SPECIAL EVENTS-ATHLETIC PROGRAMS									20,400
	362000 RENTAL INCOME									4,800
	366902 DONATION-COMMUNITY PROJECTS									10,000
	366911 SPECIAL EVENTS				18,750					102,750
Revenue Total		\$15,000.00	\$19,400.00		\$18,750.00		\$173,831.25	\$4,600.00		\$503,835.25
Personnel	51200 SALARIES	1,525	9,015	0	9,523		29,622	728	8,405	258,179
	51201 PT SALARIES	2,500	2,700		2,850		37,750		0	126,950
	51210 Unused Medical	0	0	0	0		0	0	0	0
	51310 INVESTMENT FEE		0							0
	51400 OVERTIME	0	0		0		0	0	0	850
	51500 SICK LEAVE								0	14,500
	52100 FICA	392	890	0	954		5,166	56	643	29,576
	52200 RETIREMENT-401K GENERAL PENSION	137	811	0	857		2,666	66	756	23,236
	52300 LIFE/HOSP. INS.	471	2,828	0	2,239		9,192	236	1,768	65,224
	52301 MEDICAL BENEFIT	50	250	0	200		950	50	200	7,050
Personnel Total		\$5,075.57	\$16,494.32	\$0.00	\$16,623.04		\$85,345.22	\$1,135.01	\$11,772.04	\$525,565.30
Operating	53100 PHYSICAL EXAMS									650
	53151 PROF. SERVICES	1,500					38,000			46,500
	53153 COPIES					5,000				5,000
	53154 FOOD SERVICE						3,000			3,700
	54000 TRAV & PER DIEM								5,200	5,200
	54100 TELEPHONE					4,600				4,600
	54300 ELECTRICITY					21,200				21,200
	54618 TENNIS COURTS-MAINT							2,000		2,000
	54670 MAINT. - EQUIP									2,000
	55100 OFFICE SUPPLIES					1,300				1,300
	55210 OPERATING SUPPL					6,500				6,500
	55221 TOOLS					200				200
	55231 SUMMER CAMP						31,000			31,000
	55232 TEEN CAMP						0			0
	55233 SPORTS LEAGUES		8,000							18,800
	55234 SPECIAL EVENTS				8,700					77,500
	55237 DAY CAMPS									3,200
	55238 FUNKY FRIDAY	7,800								7,800
	55239 SPECIALTY CAMPS						5,200			5,200
	55240 UNIFORMS									1,700
	55260 PROTECT. CLOTH.									250
	55410 MEMBERSHIPS								1,800	1,800
	55420 TRAINING, AIDS								4,400	4,400
	56405 COMPUTER SYSTEM					6,000				6,000
	57001 VEHICLE DEBT SERVICE					4,400				4,400
	57201 REC-VENDING		600			0	1,400			3,000
Operating Total		\$9,300.00	\$8,600.00		\$8,700.00	\$49,200.00	\$78,600.00	\$2,000.00	\$11,400.00	\$263,900.00
Capital & Transf	58102 TRANSFER TO 301			16150						16150
Capital & Transfers Total				16150						16150
Grand Total		\$14,375.57	\$25,094.32	\$16,150.00	\$25,323.04	\$49,200.00	\$163,945.22	\$3,135.01	\$23,172.04	\$805,615.30

Water Fund Proposed Revenue Budget FY20-21

<i>Account Name</i>	2019-20 Budget	Proposed Budget
INTEREST	1,000	1,000
RESERVES (PRIOR YEARS)	0	0
WATER TAP FEES	5,600	5,600
WATER UTILITY REVENUE	1,564,000	1,766,600
Grand Total	1,570,600	1,773,200

Water Fund Proposed Expenditure Budget FY20-21

<i>Account Name</i>	2019-20 Budget	Proposed Budget
Capital & Transfers	648,750	764,736
Operating	362,402	398,700
Personnel	559,450	609,764
Grand Total	1,570,602	1,773,200

Water-Line Item			Budget - 2020	Proposed Budget
Personnel	51200	SALARIES	365,050	396,185
	51201	PT SALARIES	20,150	25,350
	51210	Unused Medical	0	0
	51400	OVERTIME	8,000	8,000
	51500	SICK LEAVE	5,000	3,700
	52100	FICA	29,050	30,308
	52200	RETIREMENT-401K GENERAL PENSION	34,800	35,657
	52300	LIFE/HOSP. INS.	87,000	100,164
	52301	MEDICAL BENEFIT	10,400	10,400
Personnel Total			\$559,450	\$609,764
Operating	53100	PHYSICAL EXAMS	300	300
	53151	PROF. SERVICES	45,000	55,000
	54000	TRAV & PER DIEM	2,500	2,500
	54100	TELEPHONE	4,000	6,000
	54200	POSTAGE	6,000	6,000
	54300	ELECTRICITY	60,000	60,000
	54301	WATER	300	300
	54302	SANITATION	2,300	2,300
	54303	SEWER	200	200
	54315	PIN. CTY. WATER	18,000	18,000
	54400	EQUIP. RENTAL	2,750	2,750
	54614	MAINT. - METERS	57,000	65,000
	54620	MAIN. - VEHICLE	4,000	4,000
	54630	MAINT.-BLDG.	8,000	8,000
	54670	MAINT. - EQUIP	34,000	48,000
	54900	BAD DEBT	400	400
	55100	OFFICE SUPPLIES	2,500	2,500
	55210	OPERATING SUPPL	8,000	9,300
	55213	LABORATORY TEST	20,000	20,000
	55214	LAB SUPPLIES	8,550	8,550
	55220	GASOLINE & OIL	7,500	7,500
	55221	TOOLS	7,350	8,350
	55230	CHEMICALS	29,000	29,000
	55240	UNIFORMS	2,000	2,000
	55260	PROTECT. CLOTH.	3,500	3,500
	55410	MEMBERSHIPS	3,000	3,000
	55420	TRAINING, AIDS	5,000	5,000
	56405	COMPUTER SYSTEM	13,250	13,250
	56739	CAPITAL IMPROVEMENTS	2	0
	57301	MISCELLANEOUS	8,000	8,000
Operating Total			\$362,402	\$398,700
Capital & Transfers	58001	TRANSFER OF RESERVES	32,700	138,686
	58101	CAPITAL PURCH.	70,000	80,000
	59200	REPAY-LOAN-GF	40,000	40,000
	59900	DEPRECIATION	142,000	142,000
	59904	FEES-SPT SERVIC	275,300	275,300
	59906	FEES-PUB. WORKS	88,750	88,750
Capital & Transfers Total			\$648,750	\$764,736
Expense Total			\$1,570,602	\$1,773,200

Water Department Budget by Major Program Activity FY20-21

		Aeration	Billing	Chart Records	Chemical Processing	Chlorine Management	Fire Hydrant Maintenance	Maintenance
Revenue	343300 WATER UTILITY REVENUE				1,101,400			
	343310 WATER TAP FEES							
	361000 INTEREST							
	381000 RESERVES (PRIOR YEARS)							
Revenue Total					\$1,101,400.00			
Personnel	51200 SALARIES	2,012	12,234	2,387	1,592	2,387	9,311	12,833
	51201 PT SALARIES	1,040	900	1,040	1,040	1,040	0	0
	51210 Unused Medical	0	0	0	0	0	0	0
	51400 OVERTIME	0	0	0	0	0	0	0
	51500 SICK LEAVE	0	0	0	0	0	0	250
	52100 FICA	154	936	183	122	183	712	982
	52200 RETIREMENT-401K GENERAL PENSION	181	1,101	215	143	215	838	1,155
	52300 LIFE/HOSP. INS.	589	3,064	884	589	884	2,180	2,946
Personnel Total	52301 MEDICAL BENEFIT	100	450	200	100	200	250	400
		\$4,076.49	\$18,685.26	\$4,908.57	\$3,585.71	\$4,908.57	\$13,291.73	\$18,565.36
Operating	53100 PHYSICAL EXAMS	0	0	0	0	0	0	0
	53151 PROF. SERVICES							5,750
	54000 TRAV & PER DIEM							
	54100 TELEPHONE							
	54200 POSTAGE		6,000					
	54300 ELECTRICITY	0	0	0	0	0	0	0
	54301 WATER	0	0	0	0	0	0	0
	54302 SANITATION	0	0	0	0	0	0	0
	54303 SEWER	0	0	0	0	0	0	0
	54315 PIN. CTY. WATER							
	54400 EQUIP. RENTAL							
	54614 MAINT. - METERS							
	54620 MAIN. - VEHICLE							500
	54630 MAINT.-BLDG.							
	54670 MAINT. - EQUIP				7,000	7,000	6,000	
	54900 BAD DEBT							
	55100 OFFICE SUPPLIES		0	0				
	55210 OPERATING SUPPL			2,000				
	55213 LABORATORY TEST				10,000			
	55214 LAB SUPPLIES				2,150	2,150		
	55220 GASOLINE & OIL							0
	55221 TOOLS						1,000	800
	55230 CHEMICALS				14,500	14,500		
	55240 UNIFORMS							
	55260 PROTECT. CLOTH.				700			700
	55410 MEMBERSHIPS							
	55420 TRAINING, AIDS							
	56405 COMPUTER SYSTEM							
	56739 CAPITAL IMPROVEMENTS							
	57301 MISCELLANEOUS							
Operating Total		\$0	\$6,000	\$2,000	\$34,350	\$23,650	\$7,000	\$7,750
Capital & Transf	58001 TRANSFER OF RESERVES							
	58101 CAPITAL PURCH.			10,000		70,000		
	59200 REPAY-LOAN-GF							
	59900 DEPRECIATION							
	59904 FEES-SPT SERVIC							
	59906 FEES-PUB. WORKS							
Capital & Transfers Total				\$10,000		\$70,000		
Grand Total		\$4,076.49	\$24,685.26	\$16,908.57	\$37,935.71	\$98,558.57	\$20,291.73	\$26,315.36

Water Department Budget by Major Program Activity FY20-21

		Meetings/Communications	Meter Maintenance	Plant Maintenance	Process Control Testing	Scheduling/Payroll	Testing	Trainings/Certifications
Revenue	343300 WATER UTILITY REVENUE							
	343310 WATER TAP FEES		5,000					
	361000 INTEREST			1,000				
	381000 RESERVES (PRIOR YEARS)			0				
Revenue Total			\$5,000.00	\$1,000.00				
Personnel	51200 SALARIES	14,923	85,305	17,716	7,264	15,436	19,112	7,245
	51201 PT SALARIES	0	6,800	2,500	0	0	1,750	0
	51210 Unused Medical	0	0	0	0	0	0	0
	51400 OVERTIME	0	0	0	0	8,000	0	0
	51500 SICK LEAVE	0	0	0	0	3,450	0	0
	52100 FICA	1,142	6,526	1,355	556	1,181	1,462	554
	52200 RETIREMENT-401K GENERAL PENSION	1,343	7,677	1,594	654	1,389	1,720	652
	52300 LIFE/HOSP. INS.	3,123	23,450	3,889	2,534	2,828	5,126	1,473
	52301 MEDICAL BENEFIT	350	1,950	400	500	350	450	150
Personnel Total		\$20,880.22	\$131,708.33	\$27,455.00	\$11,507.35	\$32,633.78	\$29,620.14	\$10,074.62
Operating	53100 PHYSICAL EXAMS	0	0	0	0	0	0	300
	53151 PROF. SERVICES		33,500					
	54000 TRAV & PER DIEM							2,500
	54100 TELEPHONE	6,000						
	54200 POSTAGE							
	54300 ELECTRICITY	0	0	60,000	0	0	0	0
	54301 WATER	0	0	300	0	0	0	0
	54302 SANITATION	0	0	2,300	0	0	0	0
	54303 SEWER	0	0	200	0	0	0	0
	54315 PIN. CTY. WATER							
	54400 EQUIP. RENTAL							
	54614 MAINT. - METERS		60,000				2,500	
	54620 MAIN. - VEHICLE							1,000
	54630 MAINT.-BLDG.			8,000				
	54670 MAINT. - EQUIP			10,000				
	54900 BAD DEBT					400		
	55100 OFFICE SUPPLIES	2,500						
	55210 OPERATING SUPPL	1,000	1,000	2,300	2,000		1,000	
	55213 LABORATORY TEST				10,000			
	55214 LAB SUPPLIES				4,250			
	55220 GASOLINE & OIL							7,500
	55221 TOOLS		550	3,000				
	55230 CHEMICALS							
	55240 UNIFORMS					2,000		
	55260 PROTECT. CLOTH.			700				
	55410 MEMBERSHIPS							3,000
	55420 TRAINING, AIDS							5,000
	56405 COMPUTER SYSTEM	13,250						
	56739 CAPITAL IMPROVEMENTS				0			
	57301 MISCELLANEOUS		8,000					
Operating Total		\$22,750	\$103,050	\$86,800	\$16,250	\$2,400	\$3,500	\$19,300
Capital & Transf	58001 TRANSFER OF RESERVES			138,686				
	58101 CAPITAL PURCH.							
	59200 REPAY-LOAN-GF					40,000		
	59900 DEPRECIATION					142,000		
	59904 FEES-SPT SERVIC			275,300				
	59906 FEES-PUB. WORKS			88,750				
Capital & Transfers Total				\$502,736		\$182,000		
Grand Total		\$43,630.22	\$234,758.33	\$616,991.00	\$27,757.35	\$217,033.78	\$33,120.14	\$29,374.62

Water Department Budget by Major Program Activity FY20-21

		Upgrades/Additions	Usage/Leak Checks	Valves	Water Lines	Wells	Grand Total
Revenue	343300 WATER UTILITY REVENUE				665,200		1,766,600
	343310 WATER TAP FEES			600			5,600
	361000 INTEREST						1,000
	381000 RESERVES (PRIOR YEARS)						0
Revenue Total				\$600.00	\$665,200.00		\$1,773,200.00
Personnel	51200 SALARIES	14,943	61,744	27,301	76,391	6,048	396,185
	51201 PT SALARIES	450	3,250	1,750	2,750	1,040	25,350
	51210 Unused Medical	0	0	0	0	0	0
	51400 OVERTIME	0	0	0	0	0	8,000
	51500 SICK LEAVE	0	0	0	0	0	3,700
	52100 FICA	1,143	4,723	2,089	5,844	463	30,308
	52200 RETIREMENT-401K GENERAL PENSION	1,345	5,557	2,457	6,875	544	35,657
	52300 LIFE/HOSP. INS.	3,476	14,966	6,835	19,090	2,239	100,164
	52301 MEDICAL BENEFIT	350	1,350	600	1,800	450	10,400
Personnel Total		\$21,707.09	\$91,590.27	\$41,031.78	\$112,749.67	\$10,783.71	\$609,763.66
Operating	53100 PHYSICAL EXAMS	0	0	0	0	0	300
	53151 PROF. SERVICES			10,000		5,750	55,000
	54000 TRAV & PER DIEM						2,500
	54100 TELEPHONE						6,000
	54200 POSTAGE						6,000
	54300 ELECTRICITY	0	0	0	0	0	60,000
	54301 WATER	0	0	0	0	0	300
	54302 SANITATION	0	0	0	0	0	2,300
	54303 SEWER	0	0	0	0	0	200
	54315 PIN. CTY. WATER				18,000		18,000
	54400 EQUIP. RENTAL				2,750		2,750
	54614 MAINT. - METERS		2,500				65,000
	54620 MAIN. - VEHICLE		1,000		1,000	500	4,000
	54630 MAINT.-BLDG.						8,000
	54670 MAINT. - EQUIP			5,000	10,000	3,000	48,000
	54900 BAD DEBT						400
	55100 OFFICE SUPPLIES		0				2,500
	55210 OPERATING SUPPL						9,300
	55213 LABORATORY TEST						20,000
	55214 LAB SUPPLIES						8,550
	55220 GASOLINE & OIL		0		0	0	7,500
	55221 TOOLS				3,000		8,350
	55230 CHEMICALS						29,000
	55240 UNIFORMS						2,000
	55260 PROTECT. CLOTH.		700		700		3,500
	55410 MEMBERSHIPS						3,000
	55420 TRAINING, AIDS						5,000
	56405 COMPUTER SYSTEM						13,250
	56739 CAPITAL IMPROVEMENTS				0		0
	57301 MISCELLANEOUS						8,000
Operating Total		\$0	\$4,200	\$15,000	\$35,450	\$9,250	\$398,700
Capital & Transf	58001 TRANSFER OF RESERVES						138,686
	58101 CAPITAL PURCH.					0	80,000
	59200 REPAY-LOAN-GF						40,000
	59900 DEPRECIATION						142,000
	59904 FEES-SPT SERVIC						275,300
	59906 FEES-PUB. WORKS						88,750
Capital & Transfers Total						\$0	\$764,736
Grand Total		\$21,707.09	\$95,790.27	\$56,031.78	\$148,199.67	\$20,033.71	\$1,773,199.66

Solid Waste Fund Proposed Revenue Budget FY20-21

<i>Account Name</i>	2019-20 Budget	Proposed Budget
INTEREST	500	500
PERMIT-ROLL OFF CONTAINER	500	500
RECYC GRANT (STATE OF FLORIDA)	3,300	3,300
RESERVES (PRIOR YEARS)	105,700	144,451
SANITATION	877,550	897,868
Grand Total	987,550	1,046,619

Solid Waste Fund Proposed Expenditure Budget FY20-21

<i>Account Name</i>	2019-20 Budget	Proposed Budget
Capital & Transfers	351,800	351,800
Operating	316,150	334,795
Personnel	319,600	360,024
Grand Total	987,550	1,046,619

<i>Solid Waste-Line Item</i>			Budget - 2020	Proposed Budget
Personnel	51200	SALARIES	214,650	237,301
	51210	Unused Medical	0	0
	51400	OVERTIME	2,500	2,500
	51500	SICK LEAVE	3,950	3,250
	52100	FICA	16,300	18,153
	52200	RETIREMENT-401K GENERAL PENSION	19,300	21,357
	52300	LIFE/HOSP. INS.	56,250	70,812
	52301	MEDICAL BENEFIT	6,650	6,650
Personnel Total			\$319,600	\$360,023
Operating	53100	PHYSICAL EXAMS	500	500
	53151	PROF. SERVICES	7,550	7,550
	54100	TELEPHONE	1,450	1,450
	54200	POSTAGE	2,500	2,500
	54340	GAR. & TRA DIS.	133,750	141,775
	54342	RECYCLING	118,000	128,620
	54402	Enterprise Vehicle Lease	0	0
	54620	MAIN. - VEHICLE	20,000	20,000
	54670	MAINT. - EQUIP	2,600	2,600
	54900	BAD DEBT	500	500
	55100	OFFICE SUPPLIES	500	500
	55210	OPERATING SUPPL	6,500	6,500
	55220	GASOLINE & OIL	16,000	16,000
	55221	TOOLS	400	400
	55240	UNIFORMS	2,350	2,350
	55260	PROTECT. CLOTH.	2,350	2,350
	56405	COMPUTER SYSTEM	1,200	1,200
Operating Total			\$316,150	\$334,795
Capital & Transfers	58001	TRANSFER OF RESERVES	0	0
	59900	DEPRECIATION	142,200	142,200
	59904	FEES-SPT SERVIC	158,500	158,500
	59906	FEES-PUB. WORKS	51,100	51,100
Capital & Transfers Total			\$351,800	\$351,800.00
Expense Total			\$987,550.00	\$1,046,618.05

Solid Waste Department Budget by Major Program Activity FY20-21

		Collection - Commercial	Collection - Residential	Disposal - Commercial	Disposal - Residential	Employee Administration - External
Revenue	337300 RECYC GRANT (STATE OF FLORIDA)					
	343400 SANITATION	95,636	541,677	60,255	200,300	
	343401 PERMIT-ROLL OFF CONTAINER	0	500			
	361000 INTEREST					
	381000 RESERVES (PRIOR YEARS)					
Revenue Total		\$95,635.50	\$542,177.00	\$60,255.00	\$200,300.00	
Personnel	51200 SALARIES	19,753	91,896	9,426	9,426	45,802
	51210 Unused Medical	0	0	0	0	
	51400 OVERTIME	0	0	0	0	2,500
	51500 SICK LEAVE	300	1,800	50	300	100
	52100 FICA	1,511	7,030	721	721	3,504
	52200 RETIREMENT-401K GENERAL PENSION	1,778	8,271	848	848	4,122
	52300 LIFE/HOSP. INS.	6,134	30,180	2,948	2,948	12,527
	52301 MEDICAL BENEFIT	550	3,050	250	300	1,100
Personnel Total		\$30,025.82	\$142,226.82	\$14,243.74	\$14,543.74	\$69,654.38
Operating	53100 PHYSICAL EXAMS					0
	53151 PROF. SERVICES	1,150	6,400			
	54100 TELEPHONE					
	54200 POSTAGE					750
	54340 GAR. & TRA DIS.			21,253	120,522	
	54342 RECYCLING				0	
	54402 Enterprise Vehicle Lease					
	54620 MAIN. - VEHICLE	2,550	14,450	350	2,050	
	54670 MAINT. - EQUIP	150	500	150	500	
	54900 BAD DEBT					
	55100 OFFICE SUPPLIES					
	55210 OPERATING SUPPL	350	2,050	350	2,050	
	55220 GASOLINE & OIL	2,050	11,750	300	1,600	
	55221 TOOLS	0	0	0	0	0
	55240 UNIFORMS					
	55260 PROTECT. CLOTH.	100	650	100	650	150
	56405 COMPUTER SYSTEM					
Operating Total		\$6,350.00	\$35,800.00	\$22,503.00	\$127,372.00	\$900.00
Capital & Transfers	58001 TRANSFER OF RESERVES					
	59900 DEPRECIATION	13,300	128,900			
	59904 FEES-SPT SERVIC					
	59906 FEES-PUB. WORKS					
Capital & Transfers Total		\$13,300.00	\$128,900.00			
Grand Total		\$49,675.82	\$306,926.82	\$36,746.74	\$141,915.74	\$70,554.38

Solid Waste Department Budget by Major Program Activity FY20-21

			Employee Administration - Internal	Recycling - Commercial	Recycling - Residential	Grand Total
Revenue	337300	RECYC GRANT (STATE OF FLORIDA)		3,300		3,300
	343400	SANITATION				897,868
	343401	PERMIT-ROLL OFF CONTAINER				500
	361000	INTEREST	500			500
	381000	RESERVES (PRIOR YEARS)	144,451			144,451
Revenue Total			\$144,951.00	\$3,300.00		\$1,046,618.50
Personnel	51200	SALARIES	45,802	7,598	7,598	237,301
	51210	Unused Medical	0			0
	51400	OVERTIME	0	0	0	2,500
	51500	SICK LEAVE	450	50	200	3,250
	52100	FICA	3,504	581	581	18,153
	52200	RETIREMENT-401K GENERAL PENSION	4,122	684	684	21,357
	52300	LIFE/HOSP. INS.	12,527	1,774	1,774	70,812
	52301	MEDICAL BENEFIT	1,100	150	150	6,650
Personnel Total			\$67,504.38	\$10,837.08	\$10,987.08	\$360,023.05
Operating	53100	PHYSICAL EXAMS	500			500
	53151	PROF. SERVICES				7,550
	54100	TELEPHONE	1,450			1,450
	54200	POSTAGE	1,750	0	0	2,500
	54340	GAR. & TRA DIS.				141,775
	54342	RECYCLING		1,635	126,985	128,620
	54402	Enterprise Vehicle Lease	0			0
	54620	MAIN. - VEHICLE	500		100	20,000
	54670	MAINT. - EQUIP	650	150	500	2,600
	54900	BAD DEBT	500			500
	55100	OFFICE SUPPLIES	500			500
	55210	OPERATING SUPPL	1,700			6,500
	55220	GASOLINE & OIL	300			16,000
	55221	TOOLS	400			400
	55240	UNIFORMS	2,350			2,350
	55260	PROTECT. CLOTH.	700			2,350
	56405	COMPUTER SYSTEM	1,200			1,200
Operating Total			\$12,500.00	\$1,785.00	\$127,585.00	\$334,795.00
Capital & Transfers	58001	TRANSFER OF RESERVES	0			0
	59900	DEPRECIATION				142,200
	59904	FEES-SPT SERVIC	158,500			158,500
	59906	FEES-PUB. WORKS	51,100			51,100
Capital & Transfers Total			\$209,600.00			\$351,800.00
Grand Total			\$289,604.38	\$12,622.08	\$138,572.08	\$1,046,618.05

Capital Equipment Replacement Fund Budget FY20-21

Type	Account Name	2019-20 Budget	Proposed Budget
Revenues	INTEREST	\$0.00	\$2,000.00
	SALE OF AUCTIONED ASSETS	\$0.00	\$10,000.00
	TRANSFER FROM 001	\$135,800.00	\$145,800.00
	TRANSFER FROM 110	\$120,189.00	\$56,000.00
Revenues Total		\$255,989.00	\$213,800.00
Expenses	Enterprise Vehicle Lease	\$0.00	\$0.00
	TRANSFER OF RESERVES	\$255,989.00	\$213,800.00
Expenses Total		\$255,989.00	\$213,800.00

Capital Projects Line Item Budget FY20-21

Type	Account Name	2019-20 Budget	Proposed Budget
Revenues	ABM IMPROVEMENTS LEASE	\$0	\$0
	AD VALOREM	\$979,150	\$1,057,630
	ELECTRIC UTILITY TAX	\$425,000	\$430,000
	GAIN/LOSS ON SALE	\$2,000,000	\$0
	MISCELLANEOUS	\$0	\$22,500
	PENNY INFRASTRUCTURE TAX	\$508,165	\$436,000
	RESERVES (PRIOR YEARS)	\$0	\$729,075
	STORMWATER FEE REVENUE	\$337,400	\$333,948
	STORMWATER MANAGEMENT GRANT	\$50,000	\$135,000
	TRANSFER FROM 001	\$57,000	\$0
Revenues Total		\$4,356,715	\$3,144,153
Expenses	BB&T Debt Service	\$782,000	\$925,000
	CAPITAL IMPROVEMENTS	\$0	\$0
	CARL AVE RECONSTRUCTION	\$691,000	\$800,000
	ENGINEERING	\$75,000	\$0
	INDIAN ROCKS RD	\$0	\$60,000
	MISCELLANEOUS	\$0	\$98,000
	PALMETTO ROAD PHASE 1/ SOUTH	\$980,349	\$29,709
	PALMETTO ROAD PHASE 2/NORTH	\$962,000	\$0
	PARK IMPROVEMENTS	\$25,000	\$75,000
	PINELLAS RD	\$3,470,868	\$557,624
	PROF. SERVICES	\$0	\$286,320
	SM.ROADWAY PROJ	\$307,500	\$287,500
	STREET LIGHT REPLACEMENT	\$25,000	\$25,000
	TRAF CONT EQUIP	\$10,000	\$0
	TRANSFER OF RESERVES	\$1,087,998	\$0
Expenses Total		\$8,416,715	\$3,144,153

2020-21 Capital Improvement Plan

Revenues	19/20	20/21	21/22	22/23	23/24
Infrastructure Mill (1.2500)	\$997,509	\$1,057,630	\$1,154,550	\$1,203,150	\$1,236,050
Penny for Pinellas	\$508,165	\$436,000	\$444,700	\$453,600	\$550,050
Electric Utility Tax	\$425,000	\$430,000	\$430,000	\$430,000	\$430,000
SWFWMD Grant					
<i>Pinellas</i>	\$1,375,000				
<i>Bayview</i>					
<i>Belleair Creek</i>					
<i>Bluff</i>		\$135,000			
LAP (Federal) Funding (Targets)					
Other Governments				\$500,000	\$3,000,000
Stormwater Management Grant					
Intergovernmental Services Rendered					
Stormwater Fee	\$333,948	\$333,948	\$333,948	\$333,948	\$337,400
Interest	\$71,781				
Donations	\$50,000				
Miscellaneous	\$7,589				
BCC Lease	\$350,000	\$22,500			
Reserves Prior Years		\$729,075			
Transfers In					
PY PO Rev					
AHLF Property Sale	\$1,508,225				
Loan Proceeds	\$4,688,336				
Totals	\$10,315,553	\$3,144,153	\$2,363,198	\$2,920,698	\$5,553,500

Expenditures	19/20	20/21	21/22	22/23	23/24
Park Improvements	\$21,971	\$75,000	\$25,000	\$25,000	\$25,000
Hunter Park					
Pavement Management	\$60,000	\$19,000			
Beautification & Entrances					
Street Light Replacement	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Capital Parks					
<i>Magnolia/Wall/Tackett</i>					
Street Signs	\$10,000				
Refund Exp					
Harold's Lake Cleanout				\$225,000	
ABM Electrical and Roofing					
ABM Field Lighting					
ABM Base Scope					
Small Roadway Projects					
<i>Pavement Management/Resurfacing</i>		\$80,000	\$80,000	\$80,000	\$80,000
<i>Sidewalk/Curb Management</i>	\$177,672	\$20,000	\$20,000	\$20,000	\$20,000
<i>Point Repairs</i>	\$144,376	\$142,500	\$147,500	\$147,500	\$168,100
<i>Seawall, Bridge and Wingwall Inspections</i>		\$45,000			

2020-21 Capital Improvement Plan

Indian Rocks Road

Projects Years 1-5	<u>19/20</u>	<u>20/21</u>	<u>21/22</u>	<u>22/23</u>	<u>23/24</u>
Pinellas/Ponce(Phase 2)					
<i>Professional Services</i>					
<i>Construction</i>	\$2,913,224	\$557,624			
Rosery Rd					
Palmetto					
<i>Professional Services</i>					
<i>Construction</i>	\$950,640	\$29,709			
Palmetto (Phase 2) North					
<i>Professional Services</i>					
<i>Construction</i>	\$1,817,135				
Carl					
<i>Professional Sevices</i>	122669				
<i>Construction</i>		\$800,000			
<i>Shirley/Varona/Sunny/Barb (Op)</i>					
Belforest					
<i>Construction</i>					
Bayview Bridge to IRR					
<i>Professional Services</i>		\$16,320	\$163,200		
<i>Construction</i>				\$199,000	\$1,161,000
IRR Ponce to Melenbacher					
<i>Professional Services</i>					
<i>Construction</i>					
The Bluff					
<i>Study</i>		\$270,000			
<i>Point Repairs</i>					
<i>Professional Services (Conceptual)</i>			\$300,000		
<i>Construction (Conceptual)</i>				\$2,500,000	\$2,500,000
<i>Seawall Replacement</i>				\$220,000	
Belleair Creek (Ponce to Bridge)					
<i>Study</i>	\$50,000				
<i>Professional Services (Conceptual)</i>					\$850,000
<i>Construction (Conceptual)</i>					
<i>Point Repairs</i>					
Ponce from Roundabout to Trail					
<i>Professional Services (Conceptual)</i>					
<i>Construction (Conceptual)</i>			\$1,017,500	\$1,017,500	
Pinellas/Ponce(Phase 3)					
<i>Professional Sevices</i>					
<i>Construction</i>					
Bridge Repairs					
<i>Engineering</i>					
<i>Scour Protection</i>					

2020-21 Capital Improvement Plan

Seawall Repairs Grout/Deck Repair Replacement

IRR (Poinsettia to Rosery)

Professional Sevices	\$60,000				
Construction				\$750,000	
Point Repairs/Overlay					

Projects	Years Beyond 6 Years (Conceptual)	19/20	20/21	21/22	22/23	23/24
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Seawall Replacements

Thompson Park Winston Park Coe Rd.

Pinellas/Ponce(Phase 4)

Professional Sevices Construction

IRR (Rosery to Mehlenbacher)

Professional Sevices Construction

The Mall/Gardenia

Professional Sevices Construction

Osceola East of IRR

Professional Sevices Construction

IRR Bayview to Belleview

Professional Sevices Construction

Ponce from Manatee to Oleander

Professional Sevices Construction

Wildwood/Woodlawn

Professional Sevices Construction

IRR Hunter Bayview to Poinsettia

Professional Sevices Construction

Poinsettia

Construction

Osecola from Oleander to Manatee

Professional Sevices Construction

Ponce from Manatee to Rosery

Professional Sevices Construction

Other Expenses

Transfer to Reserves

2020-21 Capital Improvement Plan

Transfer to 001

BB&T Debt Service	\$603,141	\$925,000	\$925,000	\$925,000	\$925,000
ABM Loan Debt Service	\$78,716	\$79,000	\$79,000	\$79,000	\$79,000
GF Debt Service					

Totals	\$6,974,544	\$3,144,153	\$3,532,200	\$5,463,000	\$5,833,100
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Fund Balance	19/20	20/21	21/22	22/23	23/24
Total Expenditures	\$6,974,544	\$3,144,153	\$3,532,200	\$5,463,000	\$5,833,100
Total Revenue	\$10,315,553	\$2,415,078	\$2,363,198	\$2,920,698	\$5,553,500
Change in Fund Balance	\$3,341,009	(\$729,075)	(\$1,169,002)	(\$2,542,302)	(\$279,600)
Ending Fund Balance	\$9,707,790	\$8,978,715	\$7,809,713	\$5,267,411	\$4,987,811

Minor Fund Budget FY20-21

<i>Funds Name</i>			Proposed Budget
ENTERPRISE-WASTEWATER MANAGEMENT	Revenue	Revenues	1,000,000
	Revenue Total		\$1,000,000
	Operating	Expenses	1,000,000
	Operating Total		\$1,000,000
LOCAL GAS OPTION TAX GRANT	Revenue	Revenues	177,200
	Revenue Total		\$177,200
	Capital & Transfers	Expenses	177,200
	Capital & Transfers Total		\$177,200
TREE REPLACEMENT	Revenue	Revenues	5,000
	Revenue Total		\$5,000
	Operating	Expenses	5,000
	Operating Total		\$5,000



Legislation Details (With Text)

File #: 20-0212 **Version:** 1 **Name:**

Type: Minutes **Status:** General Agenda

File created: 8/28/2020 **In control:** Town Commission

On agenda: 9/3/2020 **Final action:**

Title: Approval of August 13, 2020 Special Meeting and August 19, 2020 Regular Meeting Minutes

Sponsors:

Indexes:

Code sections:

Attachments: [SM 08-13-2020](#)
[RM - 08-19-2020](#)

Date	Ver.	Action By	Action	Result
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Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Special Meeting

Thursday, August 13, 2020

5:00 PM

Town Hall

Budget Workshop

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 was called to order at 5:06 PM with Deputy Mayor Rettstatt presiding.

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

Present 4 - Deputy Mayor Karla Rettstatt, Commissioner Michael Wilkinson, Commissioner Tom Shelly, and Commissioner Tom Kurey
Absent 1 - Mayor Gary H. Katica

SCHEDULED PUBLIC HEARING

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.

CITIZENS COMMENTS

GENERAL AGENDA

[20-0197](#)

Budget Workshop

JP Murphy, Town Manager stated all department heads are attending either virtually or in person; process began in difficult position, especially with the effects of COVID-19; had a balance budget; at time of compilation, budget was at a \$840 surplus to reserves for balancing; administration utilized cushion of transfer to reserve in order to help if revenue shortfall continues; not effect high quality service to residents.

Mr. Murphy discussed 2019-2020 updates; COVID-19 impacts; Strategic plan to be implemented, recycling inspection, new water model; pay study; recycling; in person training changed - emphasizing online training; thanked staff for working hard to close gap created by major decrease in revenues.

Mr. Murphy reviewed 2020-2021 budget process; future effects of COVID-19 and issues on the horizon; legal requirement to have a balanced budget; begin with revenues first;

Town responsibilities; health and safety of residents is #1 priority; discussed mission statement.

Mr. Murphy provided a brief review of mileage and history; truth in millage requirements; 6.5 recommended millage rate.

Mr. Murphy discussed major historical revenue impacts; general fund revenue; 1% of millage in present fiscal year equates to around \$46,000; staff has utilized 96% of estimated Ad Valorem proceeds, as there may be shortfalls; building permits is currently placed at \$280,000 as the line item approaches a normal baseline; Communication Services Tax (CST) is reduced nearly every year; donations reductions of \$5,000 - \$15,000 of donations unrealistic to balance a budget on; consumption based revenues heavily impacted and reduced - overall increase of \$191,385 in General Fund revenue.

Mr. Massol discussed JMC Development numbers in terms of revenue; estimates applied 20% reduction, the actual number came out to be 13% above sensitivity number; the Alamonda building is on the tax rolls currently, estimated adjust market value is around 22% higher than the sensitivity estimate was set. The only other property to hit the tax rolls is the 2nd mid-rise; end results after sensitivity estimates are actually higher than calculations normally; there were four more mid-rises (3.5) to come online.

Discussion ensued regarding townhomes and mid-rises.

Mr. Massol stated there was about \$68 million yet to hit tax roll (with 20% sensitivity). Pelican Club House to be determined; bistro and clubhouse will likely be on tax roll in next fiscal year; budget contains 1/3 of the properties that have been completed, which likely means that the Ad Valorem proceeds will continue to increase. Mr. Murphy stated about 63% of the General Fund is funded through Ad Valorem; discussed franchise fees; future revenue options.

Mr. Murphy reviewed personnel expenses; pay scales approved in current fiscal year; health and benefits; salary enhancements.

Mr. Murphy discussed General Fund; provided the general fund breakdown; support services leading departments in expenditures. Administration: summary of six programs; discussed accomplishments and goals; summary of expenditures - biggest expenditure is personnel. Building department: highlighted accomplishments and objective; discussed building general expenses and revenue.

Mr. Massol and Mr. Murphy provided overview of Support Services-summary of eight major programs; assistant finance director position cut after year of vacancy - should not impact customer service to residents; suggestion of utilizing some of those funds for part-time graduate level position; many accomplishments and goals; Objectives; general expenses and revenue.

Chief Doyle reviewed the police department; provided summary of five major program areas; reduction of expenditures and PCSO; listed accomplishments and summarized objectives for 2020-202; COVID and civil unrest created issues; executive assistant-cross training supporting financial operations in support services; BCF and citizens making donations to help with area remodels; general expenses and revenue; police department charged incorrectly for health insurances which will be corrected in upcoming fiscal year; reducing professional services; training increased to \$10,000 - \$500 per sworn employee- 20 hours mandated employee training - fleet maintenance

will increase; FOP contract accomplishments.

Mr. Allison Director of Public Works, Parks and Recreation- Public Works: discussed seven major program areas; operate in two divisions streets (sidewalks and stormwater) and parks (ball fields and parks obviously); accomplishments and objectives summarized; street sweeping deal is a \$50,000 swing in our benefit; savings into tree trimming, street sweeping, and NPDES are major areas of savings; Michael Shumaker performed extra work and sought out to reduce street sweeping contract event more; Mr. Murphy commended Mr. Shumaker.

Mr. Allison reviewed Recreation: five major program areas; 5 full time staff and 8-10 support staff; 14 week of programs and 11th week of summer camp; reduction of around \$50,000 in revenue area; smaller movie nights to replace larger concerts; rather than having larger events or series on the board, staff was challenged to identify events throughout the year that would encourage small town feel and resident engagement;recreation board recommendation.

Deputy Mayor Rettstatt inquired about special events and how special events revenue was calculated. Mr. Allison stated they removed revenue from concerts; special event lines are leisure events, athletic events, and community outreach. (leisure events - movie nights; community outreach - holiday events; athletic events - athletic events)

Discussion ensued regarding food truck rental and other options being pursued with alcohol permit; changes to flag football season only in present fiscal year.

Commissioner Wilkinson inquired about additional funds of Funky Friday. Mr. Allison stated decreased revenue and expenditures due to teen camp program removal; teen camp program is not realistic to operate in this environment - to be reassessed; department utilized portion of funds moved into Funky Friday line to be renamed "Third Fridays"; prior to COVID three "third Fridays" were placed into budget as pilot programs; \$7800 is cost - \$3,000 was to put on pilot programs of Third Fridays; proposal is to increase number of Third Fridays to 6 - 9 in next fiscal year and to include 3 teen nights.

Deputy Mayor Rettstatt asked if tennis maintenance was placed with revenue, program was moved. Mr. Allison stated Kevin worked with instructors to look at rental process instead of revenue sharing process; roughly \$2,000 in part-time hours to handle level of service of program for maintenance of courts; discussed new trainer or contractor dollar amount; discussion ensued regarding maintenance of courts.

Commissioner Wilkinson - asked about present staff being able to blow off courts and why new position would be needed; Mr. Allison provided explanation about part-time person and hours needed.

Discussion ensued regarding windscreen costs; maintenance; current number of memberships.

Resident-commented on tennis courts; potential to convert one into a pickle-ball court.

Minor Funds: Mr. Murphy reviewed revenues and expenditures of the minor funds - local option gas tax at \$56,000; tree replacement fund at 5,000; discussed tree removal; wastewater management fund at 1 million.

David Brown, Water Department Director, reviewed five major program areas summarizing accomplishments and objectives; professional engineering report (PER)

and water model is being updated and will be presented to Finance Board and commission later; water dept has invested money in operations with high service pumps - age is showing; this year new service pump installed; pleased with SCADA (supervisory control and data acquisition) system; Greg Turman identified a free SCADA system for up to 50 points of input to identify where things could go wrong; minimal cost to department, now using SCADA in order to track water plant progress; ATA-90% read at all times; Zenner system reads the meter for the town and it is used for billing; discussed customer ability to identify leaks, irrigation, or water softener issues; shallow well discussion; spoke on potential capital projects in coming year, one being an injection well; receipt of cooperative funding from Southwest Florida Water Management District (SWFWMD); last funding cycle; capital pieces regardless of which direction we go will include clear well repairs and protection, injection well; town would like to eventually convert to liquid chlorine; maintenance of equipment \$14,000 high service pumps - new pump and casing is typically around \$15,000; other equipment is well management related; steel pipes were rusted and were replaced with plastic PVC pipe with all new pump and motors; each well touched cost about \$6,000; high service pump will be replaced; hotel previously 20% of revenue, flows and usage have increased and SWFWMD report usage increased by 10% ; usage from the new properties.

Mr. Murphy provided a brief overview of solid waste department; discussed costs and increases.

Wilford Holmes, Solid Waste Director discussed four major program areas; temporarily there is a balancing with reserves until we know what will be done with recycling; there's a 6% increase in disposal costs and a 9% increase in recycling expenditures; extra recycle costs can be subsidized; no additional cuts could be found within solid waste; accomplishments and objectives summary; through the months of April to June additional 400 tons added to solid waste load due to COVID-19; thanked Dave and Ricky's staff for stepping up and helping on the routes.

Mr. Murphy discussed capital improvements; COVID-19 has impacted Penny (Penny for Pinellas), estimated \$434,000 for upcoming fiscal year; discussed potential use for park funds; \$350,000 utilized for capital park improvements; residents requested utilizing \$350,000 to Hallett and Waterfall parks; use lease proceeds to in-house maintenance of Hallett Park, remaining revenues can be utilized for other parks. Mr. Allison stated amenities in year 1 would be largely for Hallett Park but also around town (only a few items).

Mr. Murphy wished for some consensus among commissioners; resolution requested to set \$350,000 as capital aside for Hallett and Waterfall parks; or \$325,000 for those and \$25,000 for park renovations; about \$10,000 additional annual maintenance to enhance and beautify Hallett and Waterfall park; strong interest that proceeds from that property stayed invested in that area;

Commission discussion ensued regarding need to maintain all parks better; conducting inventory of what needs to be done in parks; importance of having numbers behind it; initial cost of Hallett Park around \$350,000 which included sidewalks; need to add pathways; replace water fountain, benches and doggy pots; park renovations may increase resident usage.

Commissioner Kurey stated parks are great asset and funds should be allocated from infrastructure towards parks; does not want to get narrowly into earmarking funds; supports upgrading the parks to increase usage.

Commissioner Shelly supports the plan presented; Hallett is largest park with least amenities; supports Mr. Allison's plans and future resolution in future; parks are being used more than ever because of COVID-19, wants to make all parks usable.

Deputy Mayor Rettstatt inquired about funds required for matching grant; grant process to find water access; Coe road would be better; possible kayak launch or leisure place there; suggests \$300,000 total for Hallett and Waterfall Parks with the rest for other parks as needed.

Mr. Murphy stated they need to open the floor for citizens comments.

There were no citizens comments.

ADJOURNMENT

Meeting adjourned in due form at 8:16 PM.

TOWN CLERK

APPROVED:

DEPUTY MAYOR



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Town Commission

Wednesday, August 19, 2020

6:00 PM

Town Hall

Changed due to Election Day

Welcome. We are glad to have you join us. If you wish to speak, please use the “raise hand” function and wait to be recognized. If you are attending by phone, dial *9 and you will be called by the last 4 digits of your phone number. Each person will be given 3 minutes to speak, you will need to unmute yourself in order to be heard.

Meeting was called to order at 6:02 PM with Deputy Mayor Rettstatt presiding.

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

ROLL CALL

Present: 5 - Mayor Gary H. Katica
Deputy Mayor Karla Rettstatt
Commissioner Michael Wilkinson
Commissioner Tom Shelly
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.

[20-0166](#)

Request for Variance - 3 Winston Drive

JP Murphy-Town Manager-Provided details for participating and reviewed public hearing process; read parcel number and property details; fence would encroach in to primary front yard setback resulting in a 0 front yard set back that would be 15.2ft. from curb.

The oath was provided by the Town Clerk to Rick Tutwiler. (applicant)

There was no exparte communication expressed.

Mr. Murphy briefly reviewed request; site plan provided.

Mr. Tutwiler questioned language of agenda item summaries; requesting sliding gates and fencing with 4ft. pillars; spoke about fence request being denied by the Planning and Zoning Board.

Deputy Mayor Rettstatt clarified Planning and Zoning board actions.

Mr. Murphy questioned Mr. Tutwiler regarding his specific request; applicant clarified that he is seeking the same request for a fence; submitted renderings to show image of proposed fence.

Deputy Mayor Rettstatt asked if there were anyone in the audience who were in favor or opposed to the variance.

Mr. Murphy read email from Janice Metz-resident-received today for the record.

Commissioner Wilkinson questioned vegetation requirements; Mr. Murphy stated it is required.

Commissioner Shelly, no questions; Commissioner Kurey, no questions; Mayor Katica, no questions.

No further public comments. No rebuttal by staff.

Mr. Tutwiler feels location was misrepresented by notices; Mr. Murphy stated it was made clear at the Planning and Zoning meeting;

Pam Kern-Planning and Zoning Board member-discussed criteria for granting a variance; board reviewed and it does not meet criteria to be eligible for a variance.

Deputy Mayor Rettstatt closed hearing to the public.

Mr. Murphy stated the Commission could either approve, deny or provide conditions for approval.

Mayor Katica moved to deny. Seconded by Commissioner Shelly.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

[20-0204](#)

Second Reading of Ordinance 534 - Police Officers' Pension Plan Amendments

Mr. Murphy stated this is the second and final reading; no financial changes, IRS conforming language; read into record by title only.

Commissioner Wilkinson moved approval on second reading of Ordinance 534 Police Officers' Pension Plan amendments. Seconded by Commissioner Shelly.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

CITIZENS COMMENTS

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

There were no citizens comments.

[20-0202](#)

Police Appreciation - Resident Presentation

Rick Doyle-Chief of Police-Discussed receiving a poem honoring police.

Laura Clouden-resident-presented poem written by her friend Aja Anderson; pleased to present to as many police departments as possible.

Aja Anderson-author-read the poem.

Chief Doyle stated the print will be hung in squad room.

CONSENT AGENDA

[20-0205](#)

Approval of August 4, 2020 Regular Meeting Minutes

Commissioner Shelly moved to approve the consent agenda. Seconded by Commissioner Wilkinson.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

GENERAL AGENDA

[20-0203](#)

Resolution 2020-17: Amending the 2019-20 Fiscal Budget

Mr. Murphy read by title; discussed details of fund transfers; shortages and surpluses; COVID related expenses will need to be funded from reserves, however feels FEMA will reimburse a good portion; undergoing CARES act funding conversations with county for additional reimbursement.

Commissioner Wilkinson moved approval of Resolution 2020-17, amending the 2019-20 fiscal budget. Seconded by Commissioner Shelly.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

[20-0206](#)

Budget Discussion

Mr. Murphy stated item is only there for additional questions; no formal presentation.

Commissioner Kurey questioned having a cushion in budget; Mr. Murphy discussed ad valorem percentage, surplus transfer to reserves, EDR numbers are positive; Finance Board also wants to slowly build reserve as part of budget practices, good backup as well as way to slowly build over the years. Commissioner Kurey pleased that we are funding operations through revenue not reserves; questioned amount of cushion in budget; Mr. Murphy discussed practices; a little more this year.

Commissioner Kurey spoke on building department revenue, questioned how much is from large development vs residential; Mr. Murphy will follow up and get that information.

Deputy Mayor Rettstatt commented on water usage, discussed projecting future revenue; Mr. Murphy will present at first budget hearing; info good to have for water ro discussions

Commissioner Shelly questioned income for infrastructure loans; look at potential for municipal tax on water or gas. Mr. Murphy discussed current sources used for debt service and are in good shape.

Commissioner Wilkinson questioned tennis membership. Ricky Allison-Director of Parks, Recreation and Public Works-discussed membership numbers; provided

current membership and rates.

Deputy Mayor Rettstatt would like to see real number of revenue; may need to up fees or modify for pickleball. Commissioner Wilkinson questioned costs allocated for maintenance of courts. More detailed discussion to occur.

Deputy Mayor Rettstatt questioned park maintenance fund with dollars received from Belleair Country Club. Mr. Murphy stated special fund assignment to be created, resolution to be brought forward including all items.

TOWN MANAGER'S REPORT

Mr. Murphy discussed ability for COVID rapid testing; potential to cover costs for employees to get same day results to avoid 14 day quarantine if not necessary.

TOWN ATTORNEY'S REPORT

David Ottinger-town attorney had nothing to report.

STAFF REPORTS

Keith Bodeker-Construction Project Manager - spoke on projects.

Chief Doyle-house on Pine Rd. demolished Monday.

Cathy DeKarz-discussed employee communication tool, social media for staff only to keep in contact during COVID; accessible only through town email.

Ricky Allison-new mural in the recreation center reception area.

MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS

Mayor Katica had nothing to report.

Commissioner Kurey-spoke on park lease proceeds; Mr. Murphy stated money will be put to the general fund towards increase maintenance for parks; upcoming infrastructure meeting.

Commissioner Shelly had nothing additional.

Commissioner Wilkinson- Recreation board didn't meet; very pleased with mural.

Deputy Mayor Rettstatt commented on not cancelling meetings; important to continue to have them.

Mr. Murphy commented on seeking more board input on what they would like to discuss; there will be more work once strategic plan is in place.

OTHER BUSINESS

No further business.

ADJOURNMENT

Meeting adjourned in due form at 7:38 PM.

Commissioner Wilkinson moved to adjourn. Seconded by Commissioner Shelly.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly,
and Commissioner Kurey

TOWN CLERK

APPROVED:

DEPUTY MAYOR



Legislation Details (With Text)

File #: 20-0209 **Version:** 1 **Name:**
Type: Discussion Items **Status:** General Agenda
File created: 8/26/2020 **In control:** Town Commission
On agenda: 9/3/2020 **Final action:**
Title: Approval of Milling and Paving Contract for Sidewalk Crossing
Sponsors:
Indexes:
Code sections:
Attachments: [APS proposal for mill_pave crosswalks along IRR 081420](#)

Date	Ver.	Action By	Action	Result
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Summary

To: Mayor Gary H. Katica, Commissioners
From: Keith A. Bodeker
Date: 8/26/2020

Subject:

Approval of contracting services from Asphalt Paving Systems to mill and pave the majority of the crosswalks along Indian Rocks Road and The Mall in order to bring them into ADA compliance.

Summary:

The Commission previously approved the sidewalk project, but due to the total amount of all the sidewalk repair being over \$35,000 the contract requires approval by the Commission. Staff is seeking Commission approval to bring the crosswalks along Indian Rocks Road and The Mall into ADA compliance by milling and paving each of the areas that were recently done with the curb and sidewalk replacement project. The Town is looking to piggyback the City of Largo annual paving contract again to take advantage of the competitive pricing.

Previous Commission Action: N/A

Background/Problem Discussion: During the last fiscal year, the Commission asked Town staff to work on bringing all of the sidewalk crossings along Indian Rocks Road into ADA compliance. The first part of this process has been completed with all of the curb and sidewalk work that was done by Kamminga & Roodvoets. This next step will involve milling off the existing cracked and bumpy asphalt and paving back a smoother ADA compliant surface at each of the sidewalk crossings. The project limits for this phase will be crosswalks along Indian Rocks Road from Bellevue Blvd at the north end, south to Pineland Ave. In addition, the crosswalks along The Mall, from Ponce de Leon Blvd north to Carl Ave.

Expenditure Challenges N/A

Financial Implications: The total cost to mill and pave the majority of the crosswalks along Indian Rocks Road and The Mall in order to bring them into ADA compliance will be \$68,443.25.

Recommendation: Staff recommends the Commission move approval of contracting services by Asphalt Paving Systems to mill and pave the majority of the crosswalks along Indian Rocks Road and The Mall to bring the crosswalks into ADA compliance in the amount of \$68,443.25.

Proposed Motion I move approval of the contracting services from Asphalt Paving Systems to mill and pave the majority of the crosswalks along Indian Rocks Road and The Mall in order to bring them into ADA compliance for the amount of \$68,443.25



DATE: 8/14/2020

TO: Keith A. Bodeker Construction Project Supervisor
Town of Belleair
901 Ponce de Leon Blvd
Belleair, FL 33756
Cell:(727) 408-4860

FROM: Asphalt Paving Systems, Inc.
Randy Shane - South Florida Rep
9021 Wire Road
Zephyrhills, FL 33540
Ph: 813-892-0056

RE: Project proposal
1.5" HMA Crosswalks off Indian Rocks Road

Product	Description	Units	Quantity	Unit Price	Total Price
	Piggyback Largo				
2.00	Re-Mobilization	EA	1.00	\$ 10,000.00	\$ 10,000.00
5.00	Mill - 2" Thick	SY	1,745.00	\$ 5.75	\$ 10,033.75
12.00	Asphalt Pavement Leveling SP 9.5 Asphalt	Ton	150.00	\$ 201.25	\$ 30,187.50
64.00	Maintenance Of Traffic	Per Day	6.00	\$ 2,000.00	\$ 12,000.00
	Contingency 10%				\$ 6,222.00
*	Proposal includes all Labor, and Equipment for all items.				
*	Any Risers will need to be provided by the Town				
				Total	\$ 68,443.25

Respectfully Submitted,

Randy D. Shane

Asphalt Paving Systems, Inc.
Zephyrhills, Florida
c: 813-892-0056
e: rd.shane@hotmail.com

Accepted By: _____

Signature: _____

Date: _____

* Proposal valid for 30 days.

Project Street list

ITEM	STREET NAME	FROM	TO	LENGTH	WIDTH	TOTAL UNITS	UNIT PRICE	Total
	20 Crosswalks off Indian Rocks Rd		est.			0.00	\$ -	\$0.00
		varying sizes				0.00	\$ -	\$0.00
			1745 total sy est.			1,745.00	\$ -	\$0.00
				0.00		1,745	Total	\$0.00

M/O CAPE CRDM

T M/O	-
T CAPE	0
T CRDM	0



Asphalt Paving Systems, Inc.
Randy Shane - South Florida Rep
Zephyrhills, FL 33540
Ph: 813-892-0056



Legislation Details (With Text)

File #: 20-0216 **Version:** 1 **Name:**
Type: Contract **Status:** General Agenda
File created: 9/1/2020 **In control:** Town Commission
On agenda: 9/3/2020 **Final action:**
Title: Pinellas County Sheriff's Office Contact Renewal FY 20-21
Sponsors:
Indexes:
Code sections:
Attachments: [Belleair - FY21](#)

Date	Ver.	Action By	Action	Result
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Summary

To: Mayor and Commissioners
From: Christine Nicole
Date: 9/1/2020

Subject:

Pinellas County Sheriff Department Annual Agreement for Support Services FY 20-21

Summary:

Chief Doyle and Lieutenant Beery have negotiated the attached agreement with the Pinellas County Sheriff Department for the following support services: dispatch, records/reports, forensic services, latent print services, property and evidence, and ARMS report dictation. The new contract includes an increase to the number of CAD licenses (by 8) and the addition of ARMS report dictation, however the overall contract is cheaper and more efficient from previous years.

Previous Commission Action: This agreement has been approved in past fiscal years.

Background/Problem Discussion: N/A

Expenditure Challenges N/A

Financial Implications: The negotiations for the FY 20-21 contract allowed for increase to services yet reduced costs to a total amount of \$22,768.03.

Recommendation: Staff recommends approval.

Proposed Motion I move approval of the agreement with the Pinellas County Sheriff Department for support services for fiscal year 20-21.

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 Sheriffs 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 solely 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 Sheriffs 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 support, install, repair and maintain any TOWN communication equipment (radios, laptop computers, laptop software), which is being used by the TOWN in conjunction with the CAD system. Such support, repair or maintenance shall be provided to the TOWN at SHERIFF'S cost (including labor and materials) and charged to the TOWN.

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 TEN THOUSAND SEVEN HUNDRED FORTY-EIGHT DOLLARS AND THIRTY-THREE CENTS (\$10,748.33) to be paid on October 1, 2020, 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 eighteen (18) mobile licenses annual fees for the eighteen (18) 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. In addition, the TOWN'S police department will have access to and may utilize the SHERIFF'S Automated Records Management System (ARMS) Data Assistants for completion of police reports. In making the ARMS system available to the TOWN'S police department, the SHERIFF will enable and permit police department officers to call into the SHERIFF'S OFFICE all police reports as the police department may deem necessary and appropriate. ARMS Data Assistants who generate these reports shall be continuously available to the TOWN'S police department except at such times as the SHERIFF'S computer system is unavailable due to routine maintenance, upgrading, data back-up operations, or malfunctions.

The TOWN'S police department may utilize ARMS Data Assistants for the completion of police reports or the TOWN police department may elect for its officers to enter and generate all or a portion of their own police reports, at which time 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 future reports be done utilizing ARMS Data Assistants.

In exchange for the provision of ARMS services the TOWN agrees to pay the SHERIFF ONE HUNDRED TEN DOLLARS AND NO CENTS (\$110.00) for the preparation of up to TWENTY (20) reports. Upon expiration of this contract, the SHERIFF shall reimburse the TOWN, FIVE DOLLARS AND FIFTY CENTS (\$5.50) for any unused reports. Should the TOWN exceed the 20 reports estimated for this contract, the TOWN agrees to pay SHERIFF FIVE DOLLARS AND FIFTY CENTS (\$5.50) for each report.

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, 2020, 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.

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 FORTY-SIX DOLLARS AND TEN CENTS (\$246.10) for each crime scene processed by the SHERIFF and shall pay for thirty (30) 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 FORTY-SIX DOLLARS AND TEN CENTS (\$246.10) for each crime scene processed pursuant to this Agreement.

d. The TOWN shall pay to the SHERIFF, on October 1, 2020, or as soon as possible after approval of the Agreement by both parties the sum of SEVEN THOUSAND THREE HUNDRED EIGHTY-THREE DOLLARS AND NO CENTS (\$7,383.00) for the thirty (30) calls for service during the period of this Agreement.

e. Should the TOWN'S request for services be less than the thirty (30) calls as provided herein, the remaining funds 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.

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.

d. The TOWN shall pay to the SHERIFF on October 1, 2020 or as soon as possible after approval of the Agreement by both parties the sum of TWO THOUSAND TWO HUNDRED TWENTY-TWO DOLLARS AND FIFTY CENTS (\$2,222.50), which reflects the sum due for all property and evidence services to be rendered during the term of this Agreement.

This provides for the processing of 175 pieces of property and evidence at the cost per piece of TWELVE DOLLARS AND SEVENTY CENTS (\$12.70).

e Billing for any pieces of property and evidence beyond 175 pieces covered by the minimum sum above for the term of this Agreement shall be invoiced at the rate of TWELVE DOLLARS AND SEVENTY CENTS (\$12.70) on a quarterly basis, as needed. If the

TOWN uses less than the 175 items anticipated, the remaining funds 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, 2020, the sum of ONE THOUSAND EIGHT HUNDRED NINE DOLLARS AND TWENTY CENTS (\$1,809.20) for the latent print examination and analysis services to be rendered pursuant to this Agreement, which reflects payment for twenty (20) latent print cases at a cost of NINETY DOLLARS AND FORTY-SIX CENTS (\$90.46) per case. Should the TOWN'S number of cases exceed the twenty (20) cases covered by this Agreement, it agrees to pay the NINETY DOLLARS AND FORTY-SIX CENTS (\$90.46) per each additional case. If the TOWN uses less than the anticipated twenty (20) cases, the remaining funds 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, 2020, or as soon as possible after approval of the Agreement by both parties the sum of TWENTY-TWO THOUSAND SEVEN HUNDRED SIXTY-EIGHT DOLLARS AND THREE CENTS (\$22,768.03), 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. (See Attachment 1.)

F. The term of the Agreement shall be for a period of one (1) year commencing October 1, 2020, and terminating September 30, 2021. 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, 2021, 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, 2021, 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: J.P. MURPHY, Town Manager
Town of Belleair
901 Ponce de Leon Blvd.
Belleair, FL 33756

SHERIFF: STEFANIE CAMPBELL, Major
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 _____ 2020.

ATTEST:

TOWN OF BELLEAIR

TOWN CLERK

MAYOR

TOWN ATTORNEY

TOWN MANAGER

SHERIFF, PINELLAS COUNTY, FLORIDA

BOB GUALTIERI, Sheriff

Attachment 1

**PINELLAS COUNTY SHERIFF'S OFFICE
Ancillary Contract Costs
Town of Belleair
FY21**

ACISS/Records Management System:**Notes:**

1	ACISS Licenses	\$	495.00	per license	=	\$	495.00	Ongoing Annual Maintenance
20	ARMS Reports	\$	5.50	per report	=	\$	110.00	No charge if Officers complete their own reports

Computer Aided Dispatch (CAD):

9	Visinet/ESRI Mapping Mobile Licenses	\$	264.00	per license	=	\$	2,376.00	Ongoing Annual Maintenance (prior ot Oct '18)
9	Visinet/ESRI Mapping Mobile Licenses	\$	44.00	per license	=	\$	396.00	Ongoing Annual Maintenance (post Oct '18)
18	NetMotion Licenses	\$	10.36	per license	=	\$	186.48	Ongoing Annual Maintenance
1	Public Safety Telecommunicator (salary and benefits)	\$	74,930.00	per position	=	\$	7,789.85	Portion of 1 staff member to handle additional volume of calls

Forensic Science Services:

30	Forensic Calls	\$	246.10	per call	=	\$	7,383.00	20 Forensic Calls in the FY20 Contract FY 19 Actual Workload = 8 Calls
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Latent Print Services:

20	Latent Print Cases	\$	90.46	per case	=	\$	1,809.20	20 cases in the FY20 Contract FY 19 Actual Workload = 7 Cases
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Property and Evidence Storage:

175	Items	\$	12.70	per item	=	<u>\$</u>	<u>2,222.50</u>	175 Items in the FY20 Contract FY 19 Actual Workload = 179 Pieces
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TOTAL COST:

\$ 22,768.03 Total Due October 1st
ARMS billed monthly

\$ 26,463.07 FY20 Contract Total
-14.0% Percent increase (decrease)



Legislation Details (With Text)

File #: 20-0217 **Version:** 1 **Name:**

Type: Discussion Items **Status:** General Agenda

File created: 9/1/2020 **In control:** Town Commission

On agenda: 9/3/2020 **Final action:**

Title: Memo on Reclassification of Full Time Employee

Sponsors: JP Murphy

Indexes:

Code sections:

Attachments: [Personnel Changes Memo - Full-Time Reduced - Google Docs](#)

Date	Ver.	Action By	Action	Result
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Memo

To: Town Commission
From: Stefan Massol, Director of Support Services
Date: August 31, 2020
Re: Revised definition of full-time employee

The Town of Belleair's Personnel Policies currently define a full-time employee as one "whose position regularly requires a work week consisting of at least thirty-five (35) hours." The Affordable Care Act requires that the Town make an offer of insurance coverage to those employees with an average of 30 or more hours worked per week.

Town staff is proposing that the minimum hours threshold for benefits eligibility be reduced from a yearly average workweek of 35 hours to 30 hours. The hours to be worked would be subject to departmental staffing needs for each individual position, and subject to change at the discretion of the Town. Rates of accrual for all leave types would be the same, whether hours in a given workweek were 30, 40 or higher. Full benefits would also be provided at the same levels as for other full-time employees.

This action amends Section III and Section XIII. These changes would be applied temporarily by this management memorandum, to be included in the revised personnel policies manual currently being developed.