

INDIALANTIC

**FY-11
PROPOSED BUDGET**

JULY, 2010

MEMORANDUM

TO: Mayor & Council
RE: FY-11 Proposed Budget
DATE: July 13, 2010

Attached is the proposed FY-11 Budget for the Town of Indialantic recommending that the FY-11 millage rate be set at 6.3198 mills. This will result in the availability of $\frac{1}{4}$ of a mill of revenue as recommended by the Town's Budget & Finance Committee to cover certain expenses—i.e. fire station roof repair @ \$3,250; fire truck reserve @ \$32,935; replace 4 police department tasers at \$900 each for \$3,600; replace a police patrol vehicle that will have in excess of 83,000 miles @ \$26,600; and sidewalk repair @ \$5,000. The rolled back millage rate is 6.0698 mills. The rolled back millage rate is that rate necessary to provide the same ad valorem revenue in the upcoming fiscal year as that realized in the current fiscal year. The FY-10 millage rate was set at 5.5374 mills.

The proposed FY-11 total budget is \$4,060,607 with the general fund portion totaling \$3,288,102. The FY-10 total budget as initially adopted totaled \$4,095,363 with the general fund portion totaling \$3,351,454.

The expenditure side of the budget reflects retaining all of the existing employees and not filling the three positions that were left not funded in the current year budget (i.e. Police Officer, Maintenance Worker II, Administrative Assistant). There is no cost-of-living adjustment proposed. There is no money included for holiday lights along Fifth Avenue, street resurfacing, aggressive swale construction, stormwater drainage pipe replacement, Town Hall roof repair, or curb repair.

Funds have been included to address merit pay increase, which is required for the police officers and communications officers as reflected in the approved bargaining agreement; to increase the general fund reserve; to make the final debt payment on the Town Hall Complex; and to contractually sweep streets.

Several non-ad valorem revenue sources are projected to decrease including first responder revenue, which is not expected to be available in FY-11.

Page Two
FY-11 Proposed Budget
July 13, 2010

Please note that the Budget & Finance Committee set forth a list of public safety and maintenance items that could be funded if the millage rate is set at 6.3198 mills (1/4 mill over the rolled-back rate); at 6.5698 mills (1/2 mill over the rolled-back rate); at 6.8198 mills (3/4 mill over the rolled-back rate); and at 7.0698 mills (1 mill over the rolled-back rate). The proposed millage includes 1/4 mill over the rolled-back rate to address basic public safety concerns as reflected by the Budget & Finance Committee.

The Budget & Finance Committee unanimously agreed today to recommend to Council the adoption of the proposed millage of 6.3198 and the total budget of \$4,060,607 with the general fund portion totaling \$3,288,102.

Please do not hesitate to contact the Finance Director or me should you have questions regarding this document.

Christopher W. Chinault
Town Manager

Attachment

TOWN OF INDIALANTIC

PROPOSED BUDGET

OCTOBER 1, 2010 - SEPTEMBER 30, 2011

INDIALANTIC TOWN COUNCIL

Dave Berkman, Mayor
Loren Goldfarb, Deputy Mayor
Mike Borysiewicz, Councilmember
Chris Campbell, Councilmember
Lori Halbert, Councilmember

BUDGET AND FINANCE COMMITTEE

Eugene Terkoski, Chairman
Bruce Bogert, Member
Orlando Brillante, Member
Stuart Glass, Member
Karen Turja, Member

Christopher W. Chinault, Town Manager
Laura Eaton, Town Clerk/Finance Director

2010/2011 BUDGET

Personnel Schedule

Department	Position Classification	09/10 Current	New	10/11 Total
Legislative	Mayor	1	0	1
	Councilmembers	4	0	4
Administrative	Town Manager	1	0	1
	Town Clerk	1	0	1
	Deputy Town Clerk	1	0	1
Police	Police Chief	1	0	1
	Office Manager	1	0	1
	Police Sergeant	3	0	3
	Police Officer	7	*	7
	Police Detective	1	0	1
	Administrative Assistant (Records Clerk)	1	0	1
	Senior Communications Officer	1	0	1
	Communications Officer	3	0	3
	Communications Officer (PT)	3	0	3
	School Crossing Guard (PT)	1	0	1
Fire	Fire Chief	1	0	1
	Fire Fighter/Paramedic	3	0	3
	Fire Fighter/EMT	3	0	3
	Fire Fighter (Volunteer)	14	0	14
Protective Inspection	Building Official/Code Enforcement	1	0	1
	Administrative Assistant	1	*	1
Public Works	Public Works Director	1	0	1
	Maintenance Worker II	3	*	3
	Maintenance Worker I	2	0	2
	Maintenance Worker (PT)	1	0	1
	Administrative Assistant	1	0	1
	Parking Enforcement (PT)	4	0	4
Total Full Time		42	0	42
Total Part Time		9	0	9
Total Volunteer		14	0	14
Total		65	0	65

* Not funded (1)

TOWN OF INDIALANTIC
BUDGET PREPARATION AND ADOPTION SCHEDULE
FISCAL YEAR 2010/2011

MAY

30 Proposed budgets submitted by Department Heads

JUNE

30 Certification of taxable value by Property Appraiser (form 420)

JULY

13 Budget and Finance Committee meeting

20 Town Council meeting - set proposed millage rate

28 Notification to Property Appraiser of the proposed millage rate, rolled-back rate, and date, time and place of the tentative budget hearing (DR 420)

AUGUST

17 Town Council budget workshop – 6:00 p.m.

NLT 24 Property Appraiser mails notice of proposed property taxes (DR 474 trim notice)

SEPTEMBER

7 First tentative budget and millage rate public hearing (7:00 p.m.)

18 Advertise the tentative budget and millage rate

21 Second public hearing - adopt final millage and budget (7:00 p.m.)

22 Mail copy of millage resolution to Property Appraiser

After the value adjustment board Property Appraiser delivers form DR 422 (final adjusted tax roll)

Within 3 days of the above Complete and certify form DR 422 and deliver to Property Appraiser

OCTOBER

20 Complete and submit form DR 487 with TRIM compliance package within 30 days following the final budget hearing

FUNDS

The Town's operating budget is divided into different funds. Each fund is considered a separate accounting entity with resources allocated based on the purposes for which they are to be used. In effect, the Town has several distinct budgets which must be balanced separately within the one operating budget. The Town's funds are:

General Fund - This fund is the general operating fund of the Town. All general tax revenues and other revenues that are not allocated by law or contractual agreement to another fund are received into the general fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the general fund.

Debt Service Fund - This fund is used to account for the accumulation of resources for, and the payment of, principal and interest on general long-term debt, other than bonds payable from the operations of enterprise funds.

Enterprise Fund - This fund is used to account for operations that provide service to citizens, financed primarily by a user charge. The net income is measured on a periodic basis and deemed appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Trust and Agency Funds - These funds are used to account for assets held by the Town as trustee or agent for individuals, private organizations, other governmental units and/or other funds.

Special Investigative Trust Fund - Monies seized by law enforcement officers in connection with drug activities pursuant to Florida statutes.

REVENUE SOURCES

The Town's municipal revenues are utilized to pay for the services provided to its citizens.

Revenues collected by the Town are ad valorem taxes, municipal utility taxes, franchise fees, user fees, intergovernmental revenues, local option taxes, occupational license taxes, fines and forfeitures, investment income, contributions and donations, miscellaneous revenue, assessments and grants. A general description of each follows:

Ad Valorem Property Taxes - The property tax is the only local tax source authorized by the Constitution of the State of Florida and it is capped at 10 mills. The property tax is based on the value of real and personal property. The value of residential property represents only the value of the real estate, which includes buildings and improvement; while commercial property includes these values in addition to all relevant personal property.

Municipal Utility Taxes - The municipal utility tax is levied by the municipality on specific utility services and collected by the utility provider through the utility bill, even if the provider is the municipality itself. The Communications Services Tax (also referred to as Telecommunications Tax) has replaced utility taxes on telephone service and cable providers.

Franchise Fees - The franchise fee is levied on a company or utility for the privilege of doing business within the municipality's jurisdiction and/or for utilizing municipal rights-of-way to do business. The Communications Services Tax (also referred to as Telecommunications Tax) has replaced franchise fees from telephone and cable television service providers.

User Fees - User fees are voluntary payments based on direct, measurable consumption of publicly provided goods and services.

Intergovernmental Revenues - These revenues are collected by one government, typically the State, and shared with other governmental units. State-shared revenue programs require the local government to meet specific conditions in order to receive such monies and to spend the monies for specific purposes.

Local Option Taxes - These taxes may only be levied in those municipalities where statutory requirements for their imposition have been met. The Town receives local option gasoline taxes and infrastructure sales tax under this option.

Business Tax Receipts - The business tax is levied for the privilege of engaging in or managing any business, profession or occupation within the jurisdiction of the Town.

Fines and Forfeitures - These receipts are collected from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty.

Investment Income - Investment income is derived from the investment of cash receipts and idle funds through cash management.

Contributions and Donations - Monies received from various sources such as gifts, pledges, requests or grants from non-governmental entities.

Assessment - Revenue generated for certain public improvements authorized by Section 170.01, Florida Statutes which is levied on individual property based on benefit.

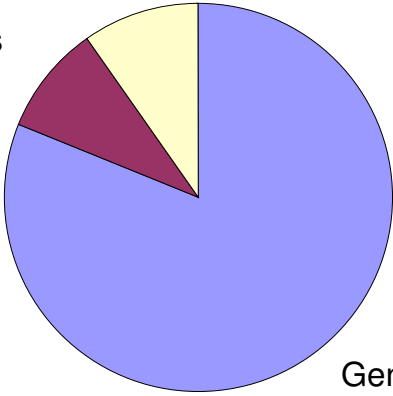
Grant - Revenues received by various entities to fund in full or in part certain projects.

Miscellaneous Revenue - Miscellaneous revenues may be received from a variety of other non-designated sources that do not fit any of the aforementioned categories.

10/11
BUDGET SUMMARY

Trust & Agency
Funds
10%

Enterprise Funds
9%



General Fund
81%

2010/2011 BUDGET BY DEPARTMENT

GENERAL FUND					
Department	Personnel	Operating	Capital	Transfer/Reserve	Total
Town Council	12,918	2,500	-	-	15,418
Administration	280,135	11,570	-	-	291,705
Professional Services	-	53,439	-	-	53,439
Other General Services	38,248	125,611	-	84,336	248,195
Law Enforcement	1,261,522	117,040	32,200	-	1,410,762
Fire Control	621,925	110,173	-	32,935	765,033
Protective Inspection	98,463	6,275	-	-	104,738
Roads, Streets, Parks	238,143	138,776	-	-	376,919
Recreation/Beautification	-	15,802	-	-	15,802
Capital Improvement	-	-	6,091	-	6,091
TOTAL GENERAL FUND	2,551,354	581,186	38,291	117,271	3,288,102

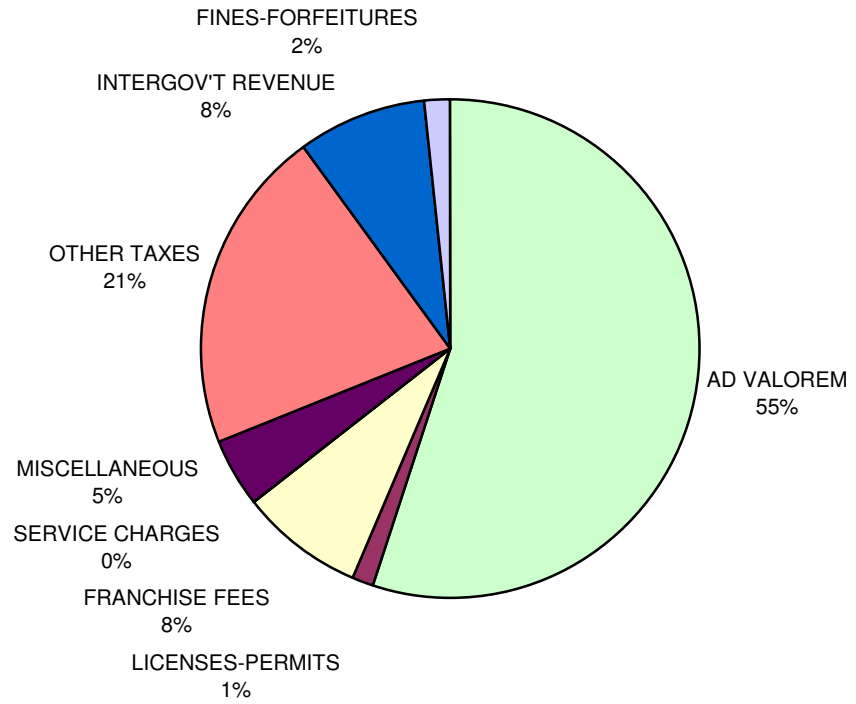
ENTERPRISE FUND					
Department	Personnel	Operating	Capital	Transfer	Total
Enterprise 1	95,153	172,670	-	15,477	283,300
Enterprise 2	23,825	65,652	-	-	89,477
TOTAL	118,978	238,322	-	15,477	372,777

TRUST AND AGENCY FUNDS					
Department	Personnel	Operating	Capital	Transfer	Total
Pension Trust Funds	-	376,863	-	-	378,344
Accumulated Leave	-	20,384	-	-	20,384
Special Investigative Trust	-	1,000	-	-	1,000
TOTAL	-	398,247	-	-	399,728

	Personnel	Operating	Capital	Transfer	Total
TOTAL ALL FUNDS	2,670,332	1,217,755	38,291	132,748	4,060,607

GENERAL FUND

2010-2011 REVENUES



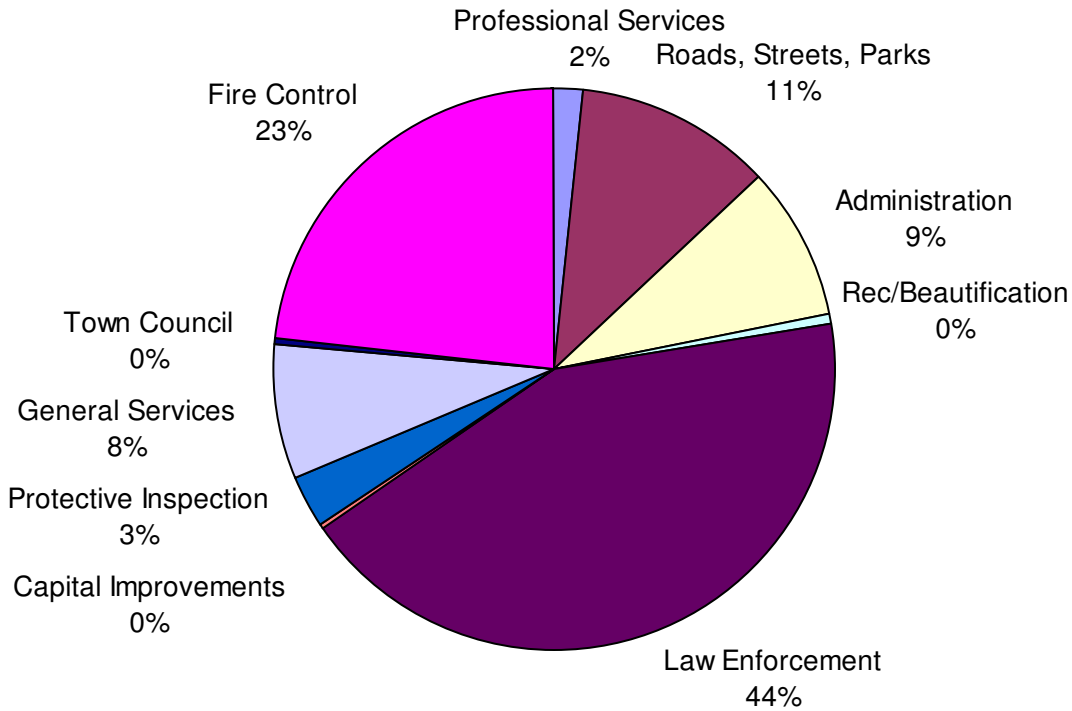
REVENUES

ACCT	GENERAL FUND	09-10 ADOPTED	10-11 PROPOSED
	TAXES		
311.1000	Ad Valorem Taxes	1,743,627	1,805,595
312.4000	Local Option Gas Tax	90,250	88,000
312.5100	Fire Insurance Premium Tax (Pension)	52,591	43,538
312.5200	Casualty Insurance Premium Tax (Pension)	37,734	37,734
323.1000	Electric Franchise Fee	233,332	232,900
323.7000	Solid Waste Franchise Fee	32,000	32,000
314.1000	Electric Utility Tax	220,312	241,800
314.3000	Water Utility Tax	47,000	47,000
314.4000	Gas Utility Tax	12,000	12,000
323.3200	Telecommunications Tax	235,214	222,000
	Total Taxes	2,704,060	2,762,567
	LICENSES-PERMITS		
316.0000	Business Tax	32,000	31,000
322.1000	Building Permits	22,000	17,000
	Total Licenses & Permits	54,000	48,000
	INTERGOVERNMENTAL REVENUE		
335.1200	State Revenue Sharing Proceeds	79,909	75,472
335.1500	Alcoholic Beverage Licenses	3,000	3,000
335.1800	Local Government Half-Cent Sales Tax	132,625	132,625
338.1100	County Business Tax	2,000	1,500
338.1300	Local Law Enforcement Grant	1,000	1,000
338.1350	FDLE ARRA grant	6,865	-
338.1400	FEMA Firefighter Assistance grant-bunker gear	20,900	45,838
338.1500	FEMA Haz. Mit grant - bay doors	26,250	-
338.1600	FDOT Maintenance	6,772	6,772
338.1610	FDOT Signal Maintenance	3,819	3,933
338.3200	TIFT Funds - sidewalk	-	-
338.3300	County EMS First Responder	24,919	-
	Total Intergovernmental	308,059	270,140
	SERVICE CHARGES		
341.2000	Variance Fees	550	550
341.3000	Maps/Publications	-	-
341.4000	Copying	300	-
	Total Charges for Services	850	550

REVENUES

		09-10 ADOPTED	10-11 PROPOSED
	FINES-FORFEITURES		
351.1000	Judgments and Fines	65,000	52,000
351.2000	Surplus Property	500	1,500
351.3000	Police Education Fund	4,500	3,700
351.4000	Code Enforcement Fines	200	-
351.5000	Surcharge	-	-
	Total Fines & Forfeitures	70,200	57,200
	MISCELLANEOUS		
361.1000	Interest-Investments	5,000	500
361.3200	Interest-Tax Collector	2,600	100
362.1000	Lot Mowing	800	800
366.1000	Miscellaneous Income	26,580	21,000
369.2000	Harris Recycling	4,000	3,500
382.1000	Contributions - Enterprise Operations	120,745	120,745
382.2000	Luminaria Fund Transfer	-	-
382.3000	Witch Way 5k transfer	3,626	-
382.4000	Witch Way 5k	3,000	3,000
	Total Miscellaneous	166,351	149,645
	TOTAL GENERAL FUND	3,303,520	3,288,102

**GENERAL FUND EXPENDITURES
2010/2011
BY DEPARTMENT**



EXPENSES

SUMMARY

ACCT	NAME	09-10 ADOPTED BUDGET	10-11 PROPOSED BUDGET
514	Professional Services	55,039	53,439
541	Roads, Streets, Parks	389,528	376,919
513	Administration	290,000	291,705
572	Rec/Beautification	17,795	15,802
521	Law Enforcement	1,401,711	1,410,762
590	Capital Improvements	5,000	6,091
524	Protective Inspection	106,945	104,738
519	General Services	256,671	248,195
511	Town Council	15,418	15,418
522	Fire Control	765,413	765,033
	TOTAL	3,303,520	3,288,102

EXPENDITURES

GENERAL FUND TOWN COUNCIL

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
511.1200	Council Compensation	12,000	12,000
511.2100	Fica	918	918
	Subtotal	12,918	12,918
511.4000	Functions/Travel	2,000	2,000
511.5100	Photos/Plaques	500	500
	Subtotal	2,500	2,500
	TOTAL	15,418	15,418

ADMINISTRATION

This Department is responsible for the day-to-day operation of the Town and provides a central point of contact for the public. Administration coordinates the financial operation of the Town, administers the merit pay system, processes payroll and benefits, administers the Town's Personnel/Civil Service Manual, supervises municipal elections, updates the Code of Ordinances and is custodian of the Town's official records.

Administration also issues business tax receipts, publishes the quarterly newsletter and provides current information for the Town's website. In addition, the Department provides administrative support for the Town Council, Boards and Committees and other departments.

Personnel consist of the Town Manager, Town Clerk/Finance Director and Deputy Town Clerk/Deputy Finance Director.

FY-11 Personnel Related	\$ <u>280,135</u>
Operating	\$ <u>11,570</u>
Capital	\$ _____
TOTAL	\$ 291,705

EXPENDITURES

GENERAL FUND

ADMINISTRATION

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
513.1200	Salaries	201,342	203,360
513.1400	Overtime	500	300
513.2100	Fica	15,385	15,557
513.2200	Retirement	25,071	26,386
513.2300	Life/Health Insurance	33,777	33,777
513.2400	Workers' Comp	755	755
	Subtotal	276,830	280,135
513.4000	Functions/Travel	2,150	2,150
513.4100	Telephone	3,600	2,700
513.4600	Equipment Maintenance	400	400
513.4650	Computer Maintenance	1,500	1,500
513.4700	Printing	700	500
513.5100	Office Supplies	3,500	3,000
513.5400	Dues/Memberships	1,320	1,320
	Subtotal	13,170	11,570
	TOTAL	290,000	291,705

EXPENDITURES

GENERAL FUND

PROFESSIONAL SERVICES

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
	LEGAL SERVICES		
514.3100	Legal Fees	14,000	15,000
514.3110	Labor Attorney	500	500
	Subtotal	14,500	15,500
	ENGINEERING SERVICES		
552.3100	Professional Services	5,000	6,000
	Subtotal	5,000	6,000
	FINANCIAL MANAGEMENT		
513.3200	Audit	14,375	14,375
513.3210	Professional Services	4,564	4,564
513.3220	Bookkeeping	7,000	7,500
	Subtotal	25,939	26,439
	PLANNING SERVICES		
515.3100	Professional Services	2,000	2,000
515.3110	Comprehensive Plan	5,000	3,500
	Subtotal	7,000	5,500
516.3110	Web site	2,600	-
	TOTAL	55,039	53,439

EXPENDITURES

GENERAL FUND

OTHER GENERAL GOVERNMENT SERVICES

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
519.1200	Personnel Related Expenses	37,898	37,248
519.2500	Unemployment	9,385	1,000
	Subtotal	47,283	38,248
519.4100	Postage	3,500	3,500
519.4110	United Parcel Service	1,500	1,500
519.4310	Electricity	5,200	5,200
519.4315	Water/Sewer	460	460
519.4500	Insurance	88,200	91,109
519.4610	Safety Committee - repairs/maintenance	200	200
519.4620	Building cleaning/maintenance	2,600	2,600
519.4650	Computer maintenance	800	800
519.4700	Newsletter	2,667	2,667
519.4710	Codification	200	200
519.4900	Training/Education	1,000	1,000
519.4930	Election Expense	4,950	4,950
519.4950	Legal Notices	5,000	5,000
519.5200	Copier Expense	3,500	3,000
519.5210	Maintenance Supplies	500	650
519.5220	Computer Supplies	1,500	1,500
519.5400	Books/Subscriptions/Dues	1,275	1,275
	Subtotal	123,052	125,611
519.6400	Capital	-	-
	Subtotal	-	-
519.7100	Town Hall Bond - Principal	36,500	36,500
519.7200	Town Hall Bond - Interest	3,500	1,500
	Subtotal	40,000	38,000
519.9000	Reserve	46,336	46,336
	TOTAL	256,671	248,195

POLICE DEPARTMENT

The Indialantic Police Department is a full time operation, providing police and dispatch services 24 hours a day, 365 days a year. In calendar year 2009 the Department recorded 4,475 calls for service. This is a five percent increase over 2008.

The Department consists of 18 full time employees and part-time employees. Sworn law enforcement personnel include the Chief of Police, 3 Sergeants, 1 Detective/Corporal, and 7 Patrol officers.* The Communications Center includes 1 Senior Dispatcher, 3 Dispatchers, 4 part-time Dispatchers. The Department also has a part-time school crossing guard. The Office Manager (records) and an Administrative Assistant (property and evidence) complete the compliment of employees.

The vehicle fleet includes 4 marked police sedans, 1 marked supervisor vehicle (SUV), 1 unmarked detective vehicle, 1 unmarked vehicle for the Chief of Police and 2 police bicycles. Combined patrol mileage for the last year was approximately 70,000 miles.

The Police Department is responsible for providing the following services:

- Response to calls for police services
- Enforcement of applicable federal, state and local laws
- Investigation of criminal activity
- Traffic enforcement and control
- Crime prevention and public education programs
- Dispatch services for police, fire and public work

Other services provided by the Police Department include vacation house check, child I.D. and fingerprinting, home and business security surveys, crime prevention and neighborhood watch programs, elderly well-being program, personal property identification and recording program and a police explorer program.

*Calendar year	2004	2005	2006	2007	2008	2009
Arrests	501	531	569	416	700	587
Traffic Citations	3,021	3,234	2,830	2,396	3,547	2,793
Warnings	1,931	1,587	1,529	1,439	1,727	1,769
Sexual Battery	1	0	0	1	2	3
Burglary	25	25	21	22	43	22
Robbery	0	0	4	2	3	3
Assault/battery	40	41	39	38	41	35
Larceny	59	95	70	68	93	111
Auto Theft	3	11	4	2	5	4
Vandalism	19	16	11	13	19	9
Arson	0	0	0	0	0	0
Narcotics	52	60	88	50	31	57
DUI	43	55	42	38	30	32
Alarms	328	236	245	234	220	217
Traffic Crashes	209	211	192	198	200	185
Disturbances	279	179	240	203	202	66
Total Calls	4,065	3,802	3,636	3,737	4,261	4,475

FY-11 Personnel Related	\$ 1,261,522
Operating	\$ 117,040
Capital	\$ 30,200
TOTAL	\$ 1,410,762

- Due to economic considerations one patrol officer position is unfunded.

EXPENDITURES

GENERAL FUND

LAW ENFORCEMENT

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
521.1200	Salaries	748,634	746,726
521.1210	Part-time salaries	13,000	13,000
521.1220	Holiday	36,000	36,000
521.1230	Crossing Guard	9,360	9,360
521.1400	Overtime	49,000	49,000
521.1500	Special Pay (Incentive)	8,520	8,520
521.2100	Fica	66,135	65,989
521.2200	Retirement- General	30,674	28,548
521.2210	Retirement - Police/Fire Town	83,063	96,559
	State	37,734	37,734
521.2300	Life/Health Insurance	147,429	147,429
521.2400	Workers' Comp.	21,462	22,657
	Subtotal	1,251,011	1,261,522
521.3100	Medical	100	100
521.4100	Telephone	9,000	6,750
521.4110	800 MHZ. lines	12,000	14,000
521.4120	800 MHZ. Maintenance	3,300	3,300
521.4310	Electricity	7,000	7,000
521.4315	Water/sewer	450	450
521.4600	Communication Maintenance	6,400	6,000
521.4610	Equipment Maintenance	1,700	2,240
521.4620	Building Cleaning/Maintenance	100	100
521.4630	Vehicle Maintenance	14,000	14,000
521.4650	Computer Maintenance	16,000	16,000
521.4700	Printing	1,200	1,100
521.4900	Training	8,300	8,100
521.4910	Police Explorers	200	0
521.5100	Office Supplies/copier	1,800	2,200
521.5200	Operating Supplies	2,400	2,800
521.5201	Vehicle Fuel	19,000	19,000
521.5210	Uniforms	7,260	7,260
521.5230	Investigative Expenses	2,540	2,540
521.5240	Photographs	100	100
521.5250	Crime Watch Program	900	500
521.5260	Other Equipment	3,000	3,000
521.5400	Memberships	500	500
	Subtotal	117,250	117,040
521.6400	Capital	31,450	30,200
	Police Car – 26,600		
	Tasers – 3,600		
521.6420	Law Enf. Grant	2,000	2,000
	Subtotal	33,450	32,200
	TOTAL	1,401,711	1,410,762

FIRE RESCUE

The Department of Fire Rescue, established January 18, 1966, is a combination department consisting of seven (7) paid firefighters including the Fire Chief and fourteen volunteer firefighters.

The firehouse is manned 24 hours a day, seven days a week with one (1) Paramedic and one (1) EMT and a reserve of fourteen (14) on-call volunteer firefighters. The Fire Chief is on duty 7:30 am. to 4:30 pm. Monday thru Friday and on call after hours. All firefighter/paramedics and firefighter/EMTs are certified fire inspectors and the Chief holds a certificate as an Instructor II.

The Departments equipment consists of two (2) pumpers; one (1) rescue squad, which carries water rescue equipment; one (1) inflatable rescue boat; one (1) jet ski; one (1) four-wheel drive all-terrain vehicle used for beach rescue; and one (1) fourteen foot enclosed trailer that houses rescue and recovery tools and equipment.

The Department of Fire Rescue provides a full time line of services to the community including fire suppression, advanced life support services, commercial fire inspections, home fire surveys, blood pressure testing, cardio-pulmonary resuscitation classes, free smoke detector program, and fire extinguisher classes. The fire station is also a designated Safe Place for Children and a Safe Baby Point.

The department responded to nine hundred and thirteen (913) calls for emergency service last year with a response time of 1.77 minutes. Approximately ninety percent (90%) of the call volume is for emergency medical service.

The Department is also a major player in the Town's annual Halloween Party, Holiday Tree Lighting and Easter Egg Hunt. The Department has trained thirteen (13) new firefighters to meet State standards.

	FY-03	FY-04	FY-05	FY-06	FY-07	FY-08	FY-09
Building Fires	9	20	9	4	4	4	9
Vehicle Fires	3	2	4	3	1	2	1
Other Fires	12	27	10	18	143	185	78
Rescue Calls	383	442	507	379	748	663	825
Hazardous Condition Calls	31	20	24	27	0	0	0
Total Calls	488	573	554	619	896	854	913

FY-11 Personnel Related	\$ <u>621,925</u>
Operating	\$ <u>110,173</u>
Capitol	\$ <u>32,935</u>
TOTAL	\$ <u>765,033</u>

EXPENDITURES

GENERAL FUND

		09-10	10-11
FIRE RESCUE		ADOPTED	PROPOSED
ACCT.	NAME		
522.1200	Full time Salaries	310,997	309,310
522.1400	Overtime/Holiday/FSLA	72,000	72,000
522.1500	Special Pay (Incentive)	11,920	11,920
522.2100	Fica	30,211	30,082
522.2200	Retirement - Police/Fire - Town	52,475	65,443
	State	52,591	43,538
522.2300	Life/Health Insurance	69,931	69,931
522.2400	Workers' Comp	19,785	19,701
	Subtotal	619,910	621,925
522.3100	Medical Supplies/Equipment	4,000	3,000
522.3110	Infection control	300	300
522.3120	Physicals/Immunizations	3,000	3,000
522.3410	Volunteers	6,500	6,000
522.4100	Telephone	1,350	1,013
522.4120	800 MHZ. Maintenance	1,900	3,100
522.4310	Electricity	6,400	6,800
522.4315	Water/Sewer	1,205	1,300
522.4600	Communications Maintenance	3,000	3,000
522.4610	Equipment Maintenance	3,000	3,500
522.4620	Building Maintenance	3,500	6,250
522.4630	Vehicle Maintenance	9,000	9,000
522.4650	Computer Maintenance	960	960
522.4900	Training	2,800	2,450
522.5100	Office Supplies	800	700
522.5200	Operating Supplies	3,700	3,400
522.5201	Vehicle Fuel	4,900	4,900
522.5210	Uniforms	2,500	2,250
522.5220	Grant: Bunker Gear	22,000	48,250
522.5400	Books/Subscriptions/Dues	1,400	1,000
522.5410	License/permits ALS	1,400	-
	Subtotal	83,615	110,173
522.6400	Capital Equipment	-	-
522.6410	Grant: Fire House bay doors	35,000	-
522.9000	Fire truck reserve	26,888	32,935
	Subtotal	61,888	32,935
	TOTAL	765,413	765,033

PROTECTIVE INSPECTION

Protective Inspection includes the building and code enforcement programs for the Town, more commonly referred to as the building department. The building department is administered by the building official. The building official is responsible for administration and enforcement of the Florida Building Code and the Town codes and ordinances regulating building construction activities. This is accomplished through the building permitting and inspections process. The building official also acts as the Town's code enforcement officer, as prescribed by Florida Statute Chapter 162 and the Town code of ordinances. The building official participates in the Town's Technical Review Committee (TRC), which reviews site plan applications, and attends the Town's Zoning and Planning Board and Board of Adjustment meetings.

Expenditures include funding for the building department office expenses, purchase of code books, training and associated travel expenses, building department vehicle, fuel and maintenance, and department uniforms. These expenses are partially offset by the collection of permits fee revenues. The table below lists data consisting of historical figures of building department activity:

	FY-05	FY-06	FY-07	FY-08	FY-09
No. of permits issued	630	430	265	138	281
Total construction value	\$7.14m	\$7.05 m	\$6.2m	\$1.5m	3.6m
New single family residences	1	2	5	1	4
New commercial buildings	0	2	0	0	2
New multi-family buildings	0	0	2	0	0

FY-11 Personnel Related	\$ <u>98,463</u>
Operating	\$ <u>6,275</u>
Capital	\$ <u>0</u>
TOTAL	\$ 104,738

EXPENDITURES

GENERAL FUND

PROTECTIVE INSPECTION

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
524.1200	Salaries	73,093	70,797
524.1400	Overtime	50	50
524.2100	Fica	5,592	5,416
524.2200	Retirement	10,525	11,023
524.2300	Life/Health Insurance	8,588	8,588
524.2400	Workers' Comp	2,522	2,589
	Subtotal	100,370	98,463
524.4100	Telephone	1,200	900
524.4110	Postage	525	525
524.4630	Vehicle Maintenance	200	200
524.4650	Computer Maintenance	350	350
524.4700	Printing	100	100
524.4900	Training/Education	1,200	1,200
524.4910	Radon gas - state	300	300
524.5100	Office Supplies	800	800
524.5200	Operating Supplies	300	200
524.5201	Vehicle Fuel	1,000	1,000
524.5210	Uniforms	200	200
524.5400	Publications	400	500
	Subtotal	6,575	6,275
524.6400	Capital	-	-
	Subtotal		
	TOTAL	106,945	104,738

PUBLIC WORKS DEPARTMENT

The Department of Public Works is assigned responsibility to maintain 18.1 miles of Town streets, curbs along portions of streets, a closed and open drainage system, public buildings and grounds, and Town parks. Town personnel patch, and stripe streets as needed. They also maintain all traffic related signs on Town streets. Assistance is provided through contract services for street resurfacing, mowing, and pest control of certain areas, replacing stormwater pipes, street sweeping, and maintaining building systems.

The Town contracts with Brevard County government to maintain traffic signals and with the Florida Department of Transportation (FDOT) enabling the Town to be compensated for maintaining FDOT rights-of-way other than the driving surface.

The Town has the following park properties: Dewey, Douglas, Gus Carey, Indianalantic Ocean Beach, Indian River, Lily, Nance, Orlando, Riverside, Sea Park, Sunrise, Sunset, Tradewinds, Wavecrest, and Wavecrest Extended. The parks differ in terms of amenities that are provided and the level of care that is required. Additionally, the Town has 440 metered parking spaces.

Staffing is provided as follows: Director, Maintenance Worker II (2), Maintenance Worker I (2 1/2), Administrative Assistant, and part-time parking enforcement specialists.

The department provides required management over the two enterprise funds that address activities at the Indianalantic Ocean Beach, Nance, Sea Park (aka Tampa Avenue), and Sunrise parks. The management of the enterprise fund facilities requires personnel to be available to perform a multitude of duties including cleaning restrooms, emptying trash containers, removing litter, maintaining vegetation, facilities, and equipment and enforcing parking regulations in the parks.

The department functions with the following vehicles/major equipment: four pick-up trucks, dump truck, two golf carts, water truck, tractor, and loader.

FY-11 Personnel Related	\$ <u>238,143</u>
Operating	\$ <u>142,617</u>
Capital	\$ <u>0</u>
TOTAL	\$ <u>380,760</u>

EXPENDITURES

GENERAL FUND

PUBLIC WORKS

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
541.1200	Salaries	142,706	145,638
541.1210	Part time salaries	8,128	8,128
541.1400	Overtime	1,000	1,000
541.2100	Fica	11,615	11,840
541.2200	Retirement	20,550	22,720
541.2300	Life/Health Insurance	33,836	33,836
541.2400	Workers' Comp	14,698	14,981
	Subtotal	232,533	238,143
541.3100	Contractual services/street sweeping	5,512	2,400
541.4100	Telephone	1,100	825
541.4300	Street/Traffic Lights	54,000	54,000
541.4310	Electricity	2,000	2,000
541.4315	Water/Sewer	650	650
541.4400	Equipment Rental	200	200
541.4600	Traffic Signal Maintenance	2,500	2,300
541.4610	Equipment Repairs	6,500	6,000
541.4615	Generator Maintenance	1,000	1,000
541.4620	Bldg/Grounds Maintenance	4,000	4,500
541.4630	Right-of-way Maintenance	2,900	2,900
541.4640	Street drainage maintenance	3,000	3,000
541.4650	Computer maintenance	300	300
541.4900	Training	300	300
541.5200	Operating Supplies	5,000	5,000
541.5201	Gas & Diesel Fuel	5,800	5,800
541.5210	Uniforms	1,200	1,100
541.5220	Small Tools	900	900
541.5230	Sign Materials	4,000	3,000
541.5240	Lawn Maintenance Equipment	600	600
541.5241	Solid waste	200	200
541.5260	Other Equipment	100	100
	Subtotal	101,762	97,075
541.6300	Street Improvements	-	-
541.6310	Street Drainage	16,032	-
541.6320	Sidewalks	-	5,000
541.6400	Capital	-	-
	Subtotal	16,032	5,000

EXPENDITURES

GENERAL FUND

PUBLIC WORKS

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
541.7500	Orlando Park	6,834	6,834
541.7510	Douglas Park	3,735	3,735
541.7520	Riverside Park	2,700	2,700
541.7530	Lily Park	1,739	1,739
541.7540	Gus Carey Park	760	760
541.7550	Dewey Park	1,858	1,858
541.7560	Wavecrest Park	1,544	1,544
541.7570	Sunset Park	760	760
541.7580	Town Hall Maintenance	2,695	2,695
541.7590	Causeway Maintenance	4,275	2,775
541.7600	Equipment Repair/Replacement	2,000	2,500
541.7601	Plant replacement	500	500
541.7610	Mulch	1,600	1,600
541.7620	Tradewinds Park	760	760
541.7630	5th Ave. Median Maintenance	7,441	5,941
	Subtotal	39,201	36,701
	TOTAL	389,528	376,919

EXPENDITURES

GENERAL FUND

RECREATION/BEAUTIFICATION

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
572.4400	Holiday Lighting	4,480	-
572.4810	Halloween Party	3,789	3,348
572.4820	Heritage Committee	600	600
572.4900	Recreation Events	2,300	2,300
	Subtotal	11,169	6,248
572.6910	Heritage Projects	-	-
572.9200	Parks projects	3,626	6,554
572.9300	Witch Way 5k	3,000	3,000
	Subtotal	6,626	9,554
	TOTAL	17,795	15,802

EXPENDITURES

GENERAL FUND

CAPITAL IMPROVEMENTS

ACCT.	NAME	09-10 ADOPTED	10-11 PROPOSED
590.1000	Buildings and equipment	5,000	6,091
	Total	5,000	6,091

ENTERPRISE FUNDS

ACCT #	ENTERPRISE 1 NAME	09-10 ADOPTED	10-11 PROPOSED
REVENUE			
329.1001	Permits	10,500	9,500
344.5001	Meter Revenue	225,000	212,000
359.1001	Parking Fines	64,150	61,000
361.1001	Interest	350	350
361.3001	Miscellaneous income	400	450
	TOTAL	300,400	283,300
545.1200	Full time salaries	49,965	45,450
545.1210	Part time salaries	23,093	19,860
545.1500	Personnel related expenses	1,966	1,406
545.2100	Fica	5,589	4,996
545.2200	Retirement	7,195	7,088
545.2300	Life/health insurance	13,095	13,096
545.2400	Workers' Comp	3,341	3,258
	Subtotal	104,244	95,153
545.3100	Engineering	1,000	500
545.3200	Audit	3,300	3,300
545.3210	Accounting Service	1,000	1,000
545.3400	Charge for Services	96,596	96,596
545.3410	Lifeguards	33,164	31,584
545.3420	Computer Maintenance	3,110	3,110
545.4110	UPS	500	500
545.4400	Equipment Rental	300	100
545.4500	Liability insurance	7,040	7,040
545.4700	Printing	1,200	500
545.4800	Official Functions	500	-
545.4900	Training	1,000	200
545.4950	Legal ads	200	200
545.5100	Office Supplies	600	600
545.5200	Operating Supplies	3,800	3,800
545.5201	Vehicle fuel	1,400	1,000
545.5210	Uniforms	400	400
545.5240	Other equipment	500	300
	Subtotal	155,610	150,730
545.4600	Meter repair/maintenance	8,500	6,500
545.4610	Vehicle repair/maintenance	1,850	1,850
	Subtotal	10,350	8,350
545.4310	Electricity	1,900	1,500
545.4320	Solid Waste	4,300	4,300
545.4620	Beachfront maintenance	1,300	1,000
545.4630	Beautification	500	500
545.4640	Park maintenance	400	400
545.4650	Boardwalk/crossover maintenance	500	500
545.5300	Street maintenance	1,200	800
545.5310	Signs	400	385
545.5400	Meter replacement	7,500	4,205
	Subtotal	18,000	13,590
545.6400	Capital -Crossover #13	-	-
545.9100	Enterprise 2 transfer	12,196	15,477
	Subtotal	12,196	15,477
	GRAND TOTAL	300,400	283,300

ACCT #	ENTERPRISE 2 NAME	09-10 ADOPTED	10-11 PROPOSED
REVENUE			
344.5002	Meter Revenue	57,000	51,000
359.1002	Parking Fines	20,000	15,000
361.3002	Miscellaneous income	4,000	8,000
338.2401	FRDAP Grant - Nance Park	-	-
381.1000	Enterprise 1 Transfer	12,196	15,477
	TOTAL	93,196	89,477
546.1200	Full time salaries	12,492	11,360
546.1210	Part time salaries	5,738	5,000
546.1500	Personnel related expenses	487	352
546.2100	Fica	1,395	1,252
546.2200	Retirement	1,799	1,772
546.2300	Life/health insurance	3,274	3,274
546.2400	Workers' Comp	834	815
	Subtotal	26,019	23,825
546.3100	Engineering	1,000	300
546.3200	Audit	825	825
546.3400	Charge for services	24,149	24,149
546.3410	Lifeguards	8,291	7,896
546.3420	Computer maintenance	767	767
546.4110	UPS	200	200
546.4500	Liability insurance	1,760	1,760
546.4700	Printing	300	100
546.4800	Official functions	200	-
546.4950	Legal ads	50	50
546.5100	Office supplies	50	50
546.5200	Operating supplies	4,500	4,500
546.5201	Vehicle fuel	300	300
546.5210	Uniforms	100	100
	Subtotal	42,492	40,997
546.4600	Meter repair/maintenance	2,000	2,000
546.4610	Vehicle repair/maintenance	600	300
	Subtotal	2,600	2,300
546.4310	Electricity	1,800	1,300
546.4315	Water/sewer	5,000	8,000
546.4320	Solid waste	1,100	1,100
546.4620	Beachfront maintenance	300	300
546.4630	Beautification	300	100
546.4640	Park Maintenance	8,885	8,655
546.4650	Boardwalk/crossover maintenance	750	300
546.4660	Building Maintenance	1,500	1,500
546.5310	Signs	300	100
546.5400	Meter replacement	2,150	1,000
	Subtotal	22,085	22,355
546.6400	Capital		
546.9000	Renewal & replacement fund		
546.8600	FRDAP grant Nance Park		
	Subtotal		
	GRAND TOTAL	93,196	89,477

TRUST AND AGENCY FUNDS

PENSION FUNDS 10-11

	ADOPTED 09-10 BUDGET	PROPOSED 10-11 BUDGET
REVENUES		
Employee Contributions	74,047	75,528
Investment Earnings (Estimate)	302,816	302,816
TOTAL	376,863	378,344
EXPENSES		
Retirement Payments	112,273	101,239
Disability Payments	55,165	55,165
Administrative Fees	26,665	30,000
Training/Education	1,000	1,000
Funds available for reinvestment	181,760	190,940
TOTAL	376,863	378,344

TRUST AND AGENCY FUNDS

	ADOPTED 09-10 BUDGET	PROPOSED 10-11 BUDGET
ACCUMULATED LEAVE *		
Accumulated contributions with interest	20,384	20,384
Total encumbered	20,384	20,384

*Note: This account covers the annual amount needed to pay accumulated sick bank and vacation days for departing employees and is encumbered

SPECIAL INVESTIGATIVE FUND

Revenues

Forfeitures	1,000	1,000
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Expenses

Investigative equipment/supplies	1,000	1,000
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