

Town of Indian Shores

19305 Gulf Boulevard, Indian Shores, FL 33785
ph 727.595.4020 fax 727.596.0050

www.myindianshores.com



TOWN COUNCIL WORKSHOP

AGENDA – JULY 12, 2010

Begins at 2:00 P.M.

1.0 Review/discussion of proposed BUDGET for FY 2010/11 – Draft #1

Marcia Grantham

MARCIA GRANTHAM, CMC

Town Clerk

James J. DeArce
Mayor

John G. Hamilton
Vice Mayor

Carole Wilson
Councilor

Steve Sutch
Councilor

William E. Smith
Councilor

W.D. Williams
Town Administrator
City Clerk

Mary Karayannis
Director of Finance
& Personnel

Marcia Grantham
Town Clerk

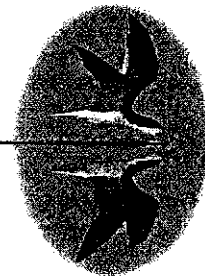
James Vaccaro
Town Attorney

Lawrence C. Naymer
Building Code
Administrator

Town of Indian Shores

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Memo

To: Honorable Vice-Mayor Joan Herndon and Town Council

From: Mary E. Karayianes, Director of Finance and Personnel *MEK*

E. D. Williams, Town Administrator/ Police Chief

Date: July 12, 2010

Re: Budget Workshop – Draft Budget #1

Please find attached summary sheets explaining the methodology used to present the first draft budget for your consideration and the recommended millage rate and amount of funds utilized from Undesignated Fund Balance.

The General Fund budget has been prepared based on a millage rate of 1.7500 mills and a transfer from Fund Balance in the amount of \$88,973. These are the amounts that Chief Williams and I are recommending to the Council.

Also on the summary sheet are additional options that can be considered along with other combinations of millage rate and fund balance to make up the short fall.

The Gross Taxable Value of property listed on the DR-420 is \$749,562,914 which is 10.4% less than last years value including new construction.

I have not prepared the complete Budget with the Executive Summary for this workshop but will have a complete package for the July 27, 2010 Council Workshop.

Please review all funds including the General Fund by Department and the Road & Bridge Fund, Capital Improvement Fund and the Parking Fund.

James J. Lawrence
Mayor

Joan G. Herndon
Vice Mayor

Carole Irelan
Councilor

Steve Sutch
Councilor

William F. Smith
Councilor

E.D. Williams
Town Administrator
Chief of Police

Mary Karayianes
Director of Finance
and Personnel

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Town Clerk

James Yacavone
Town Attorney

Lawrence G. Nayman
Building Code
Administrator

FY 10/11 ESTIMATED PERSONNEL COSTS:		
SALARY	BENEFITS	TOTAL
\$ 1,319,314	\$ 486,624	\$ 1,805,938
INCREASES NOT AWARDED:		
(CPI as of 12/2009)	3.4% COLA	\$ 25,782
	3.0% MERIT Pool	\$ 25,373
		\$ 51,155
PERSONNEL REDUCTIONS CONSIDERED:		
<i>Elimination of three part-time positions and reduction in some hours</i>		
		\$ 92,045
<i>Potential 52 weeks of unemployment payments</i>		
		\$ 26,052
NET SAVINGS TO TOWN		\$ 65,993
** Currently up to 104 weeks of unemployment payments are available to the unemployed= \$52,104		
Would require budgeting unemployment costs in next years budget, if claimed.		

TOWN OF INDIAN SHORES
2010-2011 FY BUDGET

DEPARTMENTAL SUMMARY

DEPARTMENT	ACTUAL	Amended	BUDGET	Net Changes	Line Item	Line Item	Line Item
	2008/2009	Budget					
Legislative	50,011	53,274	53,418	144	(1,000)	1,144	
Administrative	425,143	492,410	494,680	2,270	(33,230)	35,500	New Bldg Utilities
Finance	178,236	182,076	178,760	(3,316)	(6,366)	3,050	
Building Maintenance	42,509	39,600	37,600	(2,000)	(4,000)	2,000	
Police	1,034,561	1,139,241	1,176,134	36,893	-	36,893	Increased costs
Building	185,597	214,667	203,905	(10,762)	(10,762)	-	
Library	4,602	5,475	4,800	(675)	(700)	25	
Public Service	235,022	257,895	164,988	(92,907)	(92,907)	-	
Transfers	404,729	1,374,000	392,600				
TOTAL	2,560,410	3,758,638	2,706,885	(70,353)	(148,965)	78,612	(70,353)

General Fund

TOWN OF INDIAN SHORES
Statement of Estimated Revenues
2010 - 2011 FY BUDGET
GENERAL FUND

D-R-A-F-T	ACCT. #	Actual	Amended Budget	Budget	
REVENUE	FUND #001	2008/2009	2009/2010	2010/2011	5 YR AV
AD VALOREM TAX	311.100	1,407,705	1,249,482	1,128,565	1,418,474
UTILITY TAX - ELECTRIC	314.100	258,636	240,000	271,000	475,204
UTILITY TAX - P. C. WATER	314.300	57,710	49,000	48,000	
UTILITY TAX - GAS	314.400	12,232	10,000	15,000	
COMMUNICATION TAX	315.000	136,668	120,000	121,000	150,342
PERMITS	322.000	49,898	35,000	40,000	177,722
FRANCHISE FEES - ELECTRIC	323.100	259,681	214,000	238,000	219,854
FRANCHISE FEES - GAS	323.400	13,296	9,500	13,000	11,306
SITE PLAN REVIEW	325.000	-	100	100	10,856
OTHER LIC	329.000	1,450	100	1,000	859
FED GRANT Police Equip.	331.202	1,000	4,487	4,300	855
DISASTER RELIEF	331.300	1,754		-	
STATE REVENUE SHARING	335.120	21,999	22,149	22,600	25,595
STATE ALCOHOL LICENSE	335.150	2,860	3,500	3,000	3,418
1/2 CT SALES TAX	335.180	89,089	87,000	87,000	97,360
FUEL TAX REIMBURSEMENT	335.410	1,146	750	1,000	1,004
RECYCLING GRANT - STATE	337.300	-	-	1,200	9,062
ZONING FEE	341.200	-	100	100	120
COPY FEES	341.400	502	500	500	669
QUALIFYING FEES	341.900	187	100	100	162
POLICE SERVICE CONTRACT	342.100	377,537	397,514	411,647	348,406
RD & BRIDGE CHARGES	342.200	7,560	12,000	10,000	12,996
POLICE SERV EX DUTY	342.400	360	-	1,500	6,680
CONSERVATION FEE	343.700	4,966	2,600	4,000	14,902
LIBRARY FEES	347.100	2,814	2,500	3,000	2,182
COURT FINES	351.100	19,804	26,800	14,000	33,795
POLICE EDUCATION	351.300	1,508	1,800	1,500	1,835
PARKING FINES	351.500	3,470	-	4,000	
FINES-LOCAL ORD.VIOLATION	354.000	25,275	-	5,000	
INTEREST - BANK.	361.100	956	2,600	500	9,468
INTEREST - SBA & FMIvt & MMA	361.200	40,841	31,000	20,000	74,269
RENTAL FEES	362.000	742	500	500	1,290
MOBIL TOWER- AGMNT	362.200	23,177	23,000	26,700	17,333
COUNTY LEASE PS BLDG	362.400	15,772	15,700	15,700	35,932
ADMIN.FEES-RS PKG.TKTS	363.250	252	-	1,200	
INSURANCE PROCEEDS	364.320	6,445	500	500	2,539
SALE OF EQUIPMENT	364.400	-	1,000	1,000	994
CONTRIBUTIONS	366.900	120	500	100	204
MISC REVENUE	369.900	740	1,000	1,000	12,230
GEN FD RESERVE TRANSFER	381.008	-	1,300,000	88,973	
G. F. RESERVE TRANS RD & BDGE	381.011	50,600	59,500	55,600	-
G.F. RESERVE TRANS -TO PRKG FD	381.401	-	12,500	-	
FUND BALANCE APPROPRIATION	271.000	-	97,406		
CIF TRANSFER IN (DEBT)	381.301	15,361	-	-	-
TRANSFER IN - PARKING FD	381.400	12,085	13,900	45,000	15,380
TOTAL	GEN REVENUE	\$ 2,926,198	\$ 4,048,088	\$ 2,706,885	\$ 3,205,310

TOWN OF INDIAN SHORES

2010-2011 FY BUDGET

LEGISLATIVE DEPARTMENT

D-R-A-F-T			Amended		
EXPENDITURES	ACCT.#	Actual	Budget	Budget	Actual
	011.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV.	511.100	41,735	43,274	44,418	36,144
EXPENSES	511.300	8,276	10,000	9,000	8,881
RESERVE	511.271	-	-	-	0
TOTAL		50,011	53,274	53,418	45,025

TOWN OF INDIAN SHORES

2010-2011 FY BUDGET

ADMINISTRATIVE DEPARTMENT

D-R-A-F-T			Amended		
EXPENDITURES	ACCT.#	Actual	Budget	Budget	Actual
	022.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV	512.100	266,854	299,660	286,430	215,389
PROFESSIONAL SUPPORT	512.310	42,873.36	45,000	37,500	52,906
CONTRACTUAL SERVICES	512.340	834.33	1,000	1,000	1,183
TRAVEL/PER DIEM	512.400	10,897	1,000	500	278
COMMUNICATION	512.410	3,573	10,000	10,000	11,107
TRANSPORTATION	512.420	4,329	3,500	3,500	3,428
RENTAL POSTAGE EQUIPT.	512.440	4,252	4,500	4,500	3,215
MAINTENANCE	512.460	7,802	6,500	6,500	5,357
PRINTING	512.470	0	6,000	6,000	5,728
OTHER	512.490	3,075	6,500	6,500	1,922
EQUIPMENT-100	512.510	60.84	200	200	28
SUPPLY	512.520	11,577	14,000	14,000	14,764
PUB'L MEMSHIP./ED	512.540	6,389	7,000	7,000	9,269
PD RESERVED ED \$	512.541	1,906	3,500	3,500	3,157
EQUIPMENT	512.640	0	4,000	2,000	7,729
IT EQUIPMENT & SUPPLIES	512.650	13,391	16,100	18,600	31,260
LEGAL SERVICE	514.310	13,066	30,000	20,000	31,144
JUDICIAL	516.310	2,474	-	-	4,489
UTILITIES	519.430	26,196	25,000	58,000	25,759
PROMOTIONAL	519.480	5,438	6,000	6,000	4,468
AID TO ORG.	519.820	0	2,500	2,500	1,010
OVERTIME	521.140	151.89	450	450	320
TOTAL		425,143	492,410	494,680	433,913

TOWN OF INDIAN SHORES					
2010-2011 FY BUDGET					
<i>FINANCE DEPARTMENT</i>					
D-R-A-F-T		Amended			
EXPENDITURES	ACCT.#	Actual	Budget	Budget	Actual
	033.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV	513.100	112,254	117,776	116,410	104,079
AUDIT SERVICES	513.320	10,000	9,100	9,350	9,380
OTHER CONT SERV.	513.340	8,199	1,200	4,000	3,841
TRAVEL/PER DIEM	513.400	1,005	1,000	1,000	446
PRINTING & BINDING	513.470	404	500	500	289
SUPPLY	513.520	905	1,000	1,000	1,404
MEMBERSHIP/ED	513.540	951	1,200	1,000	767
PROFESSIONAL SERV	519.310	1,022	1,300	500	765
INSURANCE	519.450	43,497	49,000	45,000	38,976
TOTAL		178,236	182,076	178,760	159,947

TOWN OF INDIAN SHORES

2010-2011 FY BUDGET

BUILDING MAINTENANCE DEPARTMENT

D-R-A-F-T			Amended		
EXPENDITURES	ACCT.#	Actual	Budget	Budget	Actual
	044.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV	519.100	14,680	16,000	18,000	14,467
CONTRACTS	519.340	11,890	8,000	8,000	18,969
RENTAL	519.440	-	100	100	0
MAINTENANCE	519.460	5,718	8,000	5,000	6,095
SUPPLIES	519.520	4,979	5,500	5,500	4,285
EQUIPMENT	519.640	5,242	2,000	1,000	4,167
TOTAL		42,509	39,600	37,600	48,847

TOWN OF INDIAN SHORES

2010-2011 FY BUDGET

POLICE DEPARTMENT

D-R-A-F-T			Amended		
EXPENDITURES	ACCT. #	Actual	Budget	Budget	Actual
	055.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV	521.100	901,534	988,512	1,011,337	830,300
OVERTIME	521.140	21,199	30,000	30,000	32,692
PROFESSIONAL FEE	521.310	1,588	1,500	3,747	2,504
POLICE ATTORNEY	521.311	60	-	-	
POLICE AUDIT	521.320	8,450	9,100	9,350	6,950
CONTRACTUAL SERVICES	521.340	-	6,900	7,176	
TRAVEL/PER DIEM	521.400	646	750	750	444
COMMUNICATION	521.410	14,082	22,932	23,849	11,733
TRANSPORTATION	521.420	232	300	300	268
RENTAL	521.440		150	150	2,273
INSURANCE	521.450	36,536	36,260	37,525	31,137
MAINTENANCE	521.460	14,149	14,000	14,000	12,229
SUPPLIES - GAS, ETC.	521.520	34,356	25,000	30,000	32,215
MEMBERSHIP/ED	521.540	610	350	350	532
EQUIPMENT	521.640	1,119	3,487	7,600	5,265
TOTAL		1,034,561	1,139,241	1,176,134	968,563

TOWN OF INDIAN SHORES

2010-2011 FY BUDGET

BUILDING DEPARTMENT

D-R-A-F-T			Amended		
EXPENDITURES	ACCT. #	Actual	Budget	Budget	Actual
	066.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV	524.100	167,634	185,484	178,955	152,821
LEGAL SERVICES	524.311	5,285	12,233	10,000	3,057
TRAVEL	524.400	1,769	2,300	2,300	1,368
OVERTIME	521.140	563	1,300	1,300	1,152
CONTRACTUAL SVCS	524.340	150	1,000	100	18,863
COMMUNICATIONS	524.410	-	100	-	145
MAINTENANCE	524.460	2,884	4,000	4,000	3,123
PRINTING & BINDING	524.470		250	-	22
SUPPLIES	524.520	3,602	3,000	3,000	3,037
MEMBERSHIP	524.540	3,025	4,000	3,500	3,151
EQUIPMENT	524.640	685	1,000	750	2,966
TOTAL		185,597	214,667	203,905	189,706

TOWN OF INDIAN SHORES					
2010-2011 FY BUDGET					
LIBRARY DEPARTMENT					
D-R-A-F-T			Amended		
EXPENDITURES	ACCT/ #	Actual	Budget	Budget	Actual
	077.000	2008/2009	2009/2010	2010/2011	5 YR AV
SUPPLY	571.520	427	400	300	228
MEMBERSHIP	571.540	935	1,500	1,000	912
EQUIPMENT	571.640	-	75	100	15
BOOKS	571.660	3,240	3,500	3,400	3,403
TOTAL		4,602	5,475	4,800	4,559

TOWN OF INDIAN SHORES					
2010-2011 FY BUDGET					
DEPARTMENT OF PUBLIC SERVICE					
D-R-A-F-T			Amended		
EXPENDITURES	ACCT.#	Actual	Budget	Budget	Actual
	088.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV	519.100	176,860	191,345	116,638	137,186
CONTRACTUAL SERVICES	519.340	3,698	15,350	7,000	12,838
TRAVEL	519.400		250	100	-
COMMUNICATIONS	519.410	567	750	750	998
RENTALS & LEASES	519.440		2,200	-	
MAINTENANCE	519.460	11,104	12,500	11,000	13,196
STORMWATER MAINTENANCE	519.464	-	5,000	5,000	890
SUPPLY	519.520	8,935	9,000	9,000	9,989
CIVIL DEFENSE	519.525	1,332	2,000	2,000	858
MEMBERSHIPS/TRAINING	519.540	105	500	500	188
EQUIPMENT RESV	519.600	10,000	-	-	-
EQUIPMENT	519.640	2,593	2,500	1,500	9,303
OVERTIME	521.140	2,480	2,000	2,000	2,336
RECYCLE	534.520	1,901	2,000	2,000	1,989
CHRISTMAS DÉCOR.& FLAGS	572.000	3,050	5,000	-	5,754
BEAUTIFICATION	575.000	12,397	7,500	7,500	10,931
DEPARTMENT TOTAL		235,022	257,895	164,988	
TRANSFER TO CIP FOR PROJECTS	519.381	-	1,000,000	-	347,272
UTILITY TAX Transfer to CIP for DEBT	519.382	331,995	302,000	337,000	190,413
GF RESERVE TRANS - PRKG FD	519.272	-	12,500	-	
RESERVE Transfer to Rd & Bridge	519.273	50,600	59,500	55,600	30,539
GF TRANSFER - Debt Service	519.274	22,134	-	-	
TRANSFERS		404,729	1,374,000	392,600	
GRAND TOTAL		639,751	1,631,895	557,588	578,419

TOWN OF INDIAN SHORES			
2010-2011 FY BUDGET			
DEPARTMENTAL SUMMARY			
D-R-A-F-T		Amended	
	ACTUAL	Budget	BUDGET
DEPARTMENT	2008/2009	2009/2010	2010/2011
Legislative	50,011	53,274	53,418
Administrative	425,143	492,410	494,680
Finance	178,236	182,076	178,760
Building Maintenance	42,509	39,600	37,600
Police	1,034,561	1,139,241	1,176,134
Building	185,597	214,667	203,905
Library	4,602	5,475	4,800
Public Service	235,022	257,895	164,988
Transfers	404,729	1,374,000	392,600
TOTAL	2,560,410	3,758,638	2,706,885

**Road
And
Bridge
Fund**

TOWN OF INDIAN SHORES

2009-2010 FY BUDGET

ROAD & BRIDGE FUND

D-R-A-F-T			Amended		
	ACCT. #	Actual	Budget	Budget	Actual
REVENUES	FUND # 011	2008/2009	2009/2010	2010/2011	5 YR AV
STATE REV SHARE	335.120	8,223	8,100	9,000	10,136
STATE ST. LGT. & SIGNL.	335.490	25,619	24,000	25,000	9,481
LOCAL OPTION GAS	338.900	23,570	24,000	24,000	15,815
TRANS G F UNDESIG FD BAL	381.001	50,600	59,500	55,600	4,944
RESERVE TRANSFER	381.001	29,606	-	-	20,419
TOTAL		137,618	115,600	113,600	63,429

ROAD & BRIDGE FUND

			Amended		
	ACCT. #	Actual	Budget	Budget	
EXPENDITURES	088.000	2008/2009	2009/2010	2010/2011	5 YR AV
PERSONAL SERV	541.100	7,560	12,000	10,000	14,102
UTILITIES	541.430	91,727	96,600	96,600	20,082
MAINTENANCE signals & Lights	541.460	6,818	7,000	7,000	6,922
197th AVE PAVING	541.630	49,606	-	-	0
TOTAL		155,711	115,600	113,600	41,106

**Capital
Improvement
Fund**

TOWN OF INDIAN SHORES					
2010-2011 FY BUDGET					
CAPITAL IMPROVEMENT FUND					
D-R-A-F-T	ACCT. #	Actual	Amended	Budget	Actual
REVENUE	FUND 300	2008/2009	2009/2010	2010/2011	5 YR AV
FDOT - BEAUTIFICATION GRANT	332.100	-	150,000	150,000	26,581
INFRASTRUCTURE TAX	335.180	131,571	126,000	160,000	142,395
INTEREST ON INVESTMENT	361.200	5,500	-	-	69,124
TRANS FROM GF - COMM SVC TAX	381.006	3,417	3,000	3,000	1,227
TRANS FROM GF - PUB SVC TAX	381.007	328,578	299,000	334,000	120,805
TRANS GENERAL FD RESERVES	381.008	22,134	1,300,000	-	
CIF RESERVE TRANSFER - MUNI CTRE	381.271		1,100,000	-	
JAG GRANT	331.150	-	60,800	10,000	11,505
TRANS FROM CIF - FD BAL DEBT	381.273	-	73,631	33,388	15,797
REAPPROPRIATION OF PRIOR YR FDS	382.000	-	100,000	-	
LOAN PROCEEDS	384.000		2,000,000	-	
TOTAL		491,200	5,212,431	690,388	703,502

TOWN OF INDIAN SHORES					
2010-2011 FY BUDGET					
CAPITAL IMPROVEMENT FUND					
D-R-A-F-T			Amended		
	ACCT. #	Actual	Budget	Budget	Actual
EXPENDITURES	300	2008/2009	2009/2010	2010/2011	5 YR AV
FDOT - BEAUTIFICATION	519.890	4,569	150,000	150,000	0
POLICE VEHICLE	519.272	21,845	26,520	27,050	22,685
STORMWATER MANAGEMENT	519.710		50,000	-	38,861
MUNICIPAL CENTER	519.887	-	4,500,000	-	0
193 RD. AVE. EAST IMPROVEMENTS	519.889	37,913	-	-	
2ND ST EXTENSION WALKOVER	519.891	-	49,480	-	
POLICE EQUIPMENT	521.640	-	60,800	10,000	11,505
DEPT SUB-TOTAL		64,327	4,836,800	187,050	
MUNICIPAL CENTER					
LOAN PAYMENTS & FEES	560.000	-	-	126,950	
UNDERGROUNDING					
DEBT PAYMENT - PRINCIPAL	571.000	115,000	115,000	120,000	105,000
DEBT PAYMENT - INTEREST	572.002	258,134	254,540	250,415	229,886
DEBT PAYMENT - FEES	573.000	5,965	6,091	5,973	4,803
DEBT SUB-TOTAL		379,099	375,631	503,338	
GRAND TOTAL		443,426	5,212,431	690,388	2,152,887

Parking Fund

TOWN OF INDIAN SHORES

2010 - 2011 FY BUDGET

PARKING FUND

D-R-A-F-T			Amended		
	ACCT.#	Actual	Budget	Budget	Actual
REVENUES	400	2008/2009	2009/2010	2010/2011	5 YR AV
PARK REVENUE	344.500	21,970	25,000	80,000	29,488
GEN FD TRANS.	381.001		12,500		
FD BAL TRANS.	381.400	-		2,000	0
TOTAL		21,970	37,500	82,000	29,488

PARKING FUND

			Amended		
	ACCT. #	Actual	Budget	Budget	
EXPENDITURES	055.000	2007/2008	2008/2009	2009/2010	5 YR AV
MAINTENANCE	545.460	2,469	12,500	2,000	1,320
SALES TAX	545.490	1,437	1,636	5,600	1,958
TO GENERAL	581.001	12,320	13,900	45,000	16,520
TO COUNTY	581.002	8,213	9,464	29,400	11,012
TOTAL		24,439	37,500	82,000	30,810