

FINAL BUDGET
Fiscal Year 2024 – 2025
September 23, 2024

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Town of Indian Shores, Florida

FY 2024 – 2025

Proposed Operating & Capital Budget

Town Officials

Diantha Schear
Mayor

Ellen Bauer
Vice Mayor

Mark Housman
Councilor

Nicholas Menchise
Councilor

Michael Howard
Councilor



The Purpose of the Budget

The following information is provided to assist the reader in understanding the purpose of this budget document in addition to finding information. The Town of Indian Shores FY2024-2025 Annual Budget includes financial and service delivery information combined with policy statements in a means designed to easily communicate the information to the reader. The FY24-25 Budget, therefore, is intended to serve four purposes.

The Budget as a Policy Document

As a policy document, the budget indicates what services the Town will provide during the next year. Additionally, the level of services and reasons for their provision are stated.

The Budget as an Operations Guide

As an operations guide, the Budget indicates how departments and funds are organized to provide services to the residents of Indian Shores and visitors to the community.

The Budget as a Financial Plan

As a financial plan, the Budget summarizes and details the cost to the taxpayers for current and approved service levels plus how they will be funded.

The Budget as a Communications Device

Should the reader have any questions about the Town of Indian Shores' FY2024-2025 Budget he or she can contact the Finance and Personnel Department at (727) 595-4020 or by e-mail: sscrogham@myindianshores.com.

BUDGET GUIDE

A budget is a town's financial and operating plan for a period called a "Fiscal Year" and is mandated by Florida Statutes. The Town of Indian Shores Fiscal Year begins October and ends September 30th. The Fiscal Year beginning October 1, 2024, is referred to as "Fiscal Year 2024-2025". The Town Council is required to adopt the budget on or before September 30th each year for the coming Fiscal Year.

The Town cannot spend money unless appropriated within the budget. An appropriation is the legal approval given by the Town Council to the Town staff to spend money for a specific purpose. The budget also contains an estimate of revenues to be received by the Town during the same period. The legal authorization to collect revenues, such as the property tax and user fees, is established by the Town Council by ordinance. Also included in the budget is the estimate of monies remaining from the prior fiscal year, called available or unrestricted fund balance, which can be appropriated in the New Year and spent. The Town Charter and State law require that expenditures not exceed the combination of available fund balance and revenues. The Town cannot borrow money to operate, as does the Federal government. The Town can only borrow money for major capital projects, such as the purchase of land, major equipment, or the construction of buildings and infrastructure.

The budget may be amended by a budget amendment which increases or decreases expenditures or the spending level of individual departments or a fund, as requested by the Town Administrator and approved by the Town Council. The level of financial control within the organization currently rests at the department level. This means that the department cannot exceed the approved budget without authorization, through a budget amendment, by the Town Council.

THE BUDGET PROCESS

HOW IS THE BUDGET PREPARED AND ADOPTED?

The budget process is a year-round activity. In the early part of the calendar year a comprehensive annual financial report is submitted to the Town Council by the Auditors and adopted which permits the Town Administrator and Finance Director to begin developing the 6 Year Capital and Service Plan and framework for the proposed budget. Later in the spring, the department directors submit their department budgets. The Town Administrator and Finance Director then review these requests and meet individually with the department directors to finalize the Proposed Budget.

In July of each year the Town Administrator and Finance Director submit the proposed new fiscal year Budget to the Town Council. During July the Town Council establishes a maximum proposed property tax rate to be levied for the new fiscal year. This rate is included in the TRIM (Truth in Millage - notice of Proposed Property Tax) notices mailed to all property owners in August by the Pinellas County Property Appraiser. During the months of July and August the Town Council reviews each department's budget during special work sessions.

In the month of September, two public hearings are held regarding the proposed property tax and budget for the new fiscal year with the Town Council voting on the proposed budget at both hearings. On September 30 each year, the existing fiscal year budget closes and the new fiscal year begins October 1st.

BUDGET BASIS

Annually appropriated budgets are legally adopted on a budgetary basis for the General, Special Revenue, and Enterprise Funds and are controlled on a fund and departmental level. Expenditures are recognized as

encumbrances when a commitment is made (e.g., through a purchase order).
Unencumbered appropriations lapse at year end.

The Annual Financial Report (AFR) shows the status of the Town's finances based on "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the Town prepares its budget. Exceptions are as follows:

- a. Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget).
- b. Capital outlay items within the Capital Improvement Fund are recorded as assets on a GAAP basis and expended on a Budget basis.

WHAT IS A FUND?

The basic building block of governmental finance and budgeting is the "fund". Each fund is independent of all others and is created to account for the receipt and use of specific revenues.

The General Fund is the Town's largest fund and includes governmental services such as legislative oversight, general and financial administration, law enforcement, public services, streets and roads maintenance, and library services. General Fund activities are primarily funded with property taxes, franchise fees, and certain State-shared revenues. General Fund activities typically comprise approximately 73% of the Town's annual budget.

A Special Revenue Fund is normally established to account for revenues that are restricted by statute or ordinance for a particular purpose, or where the Town wishes a separate accounting of the costs of a special project. The Town maintains two such funds: The Road and Bridge Fund to account for Local Option Gas Tax monies and a portion of the State Revenue Sharing funds designated from gas tax money to be used for street and road maintenance; The Capital Improvement Fund accounts for each separate capital project along with tracking debt payments.

An Enterprise Fund is a self-supporting entity deriving its revenue from charges placed on the users of its services, much like a private business. The Town currently has no enterprise funds.

TRUTH IN MILLAGE (TRIM)

The budget and property tax rate adoption process are governed by the State Statute known as TRIM (Truth in Millage). In Florida, properties are assessed by the county Property Appraiser and property taxes are collected by the county Tax Collector. With the approval of Amendment One by voters on January 29, 2008, property owners are eligible to receive a homestead exemption of \$25,000 plus an additional \$25,000 homestead exemption above just value of \$50,000 on their principal place of residence. All property is assessed at 100% or real value, which is approximately 85% of market value.

The Town is required to hold two public hearings for adoption of a property tax rate and budget. The first public hearing is advertised by the Property Appraiser mailing a TRIM notice to each property owner. In addition to notification of this first public hearing, the TRIM notice contains the following information:

1. The new assessed value and the assessed value for the prior year.
2. The tax bill if the current tax rate is charged for the new year.

3. The tax bill if the rolled-back rate is levied for the new year (the rolled-back rate is that property tax rate which would derive the same amount of revenue based on the new assessed values as was raised in the prior year at the old, assessed values for the Town; it discounts for inflation); and
4. The property tax bill if the advertised tax rate is adopted.

The second public hearing is advertised using ¼ page newspaper advertisement. Accompanying this advertisement is a summary of the revenues and expenditures contained within the budget tentatively approved at the first public hearing.

2008 PROPERTY TAX-CUTTING PACKAGE

In January 2008 voters approved additional changes to the Homestead Exemption for real and tangible personal property along with adding a portability feature to the Save Our Homes Cap. For non-homesteaded properties voters approved a 10% cap on value increases beginning in 2010. The Florida Legislature passed an historic tax reform package affecting the Fiscal 2007-08 taxing year. The Town of Indian Shores reduced its millage rate to 1.6000 which was a 9.2% reduction from the rolled-back rate. There was also a 2.9% reduction in the taxable value of assessed property.

In addition, a cap on future property tax revenues (based on the rate of personal income growth, and new construction) has been imposed to ensure that government cannot grow faster than personal income.

There is an override provision for both the cut and cap for local governments. The method for the override will vary based on the magnitude of the local government's action (escalating from a majority vote of the local governing body, a 2/3rds vote of the governing body, to a unanimous vote of the local governing body, to a referendum.)

FY 2024 TRIM PROCESS

For the FY2024-2025 budget year the Preliminary Taxable Assessed value of property within the Town increased to \$1,630,042,301. If the Town maintains the current millage rate of 1.8700 it will generate \$288,735 more in taxes than last year.

The calculated rolled-back rate (or rolled forward rate) is 1.6962. Allowing for the 1.0569% growth in Florida personal income and the calculations approved by the legislature, the maximum millage levy that can be approved by a majority vote of the council is 1.8376 and by a two-thirds vote of the council 2.0214. A unanimous vote and a referendum vote can increase the rate even higher.

General Fund Revenues

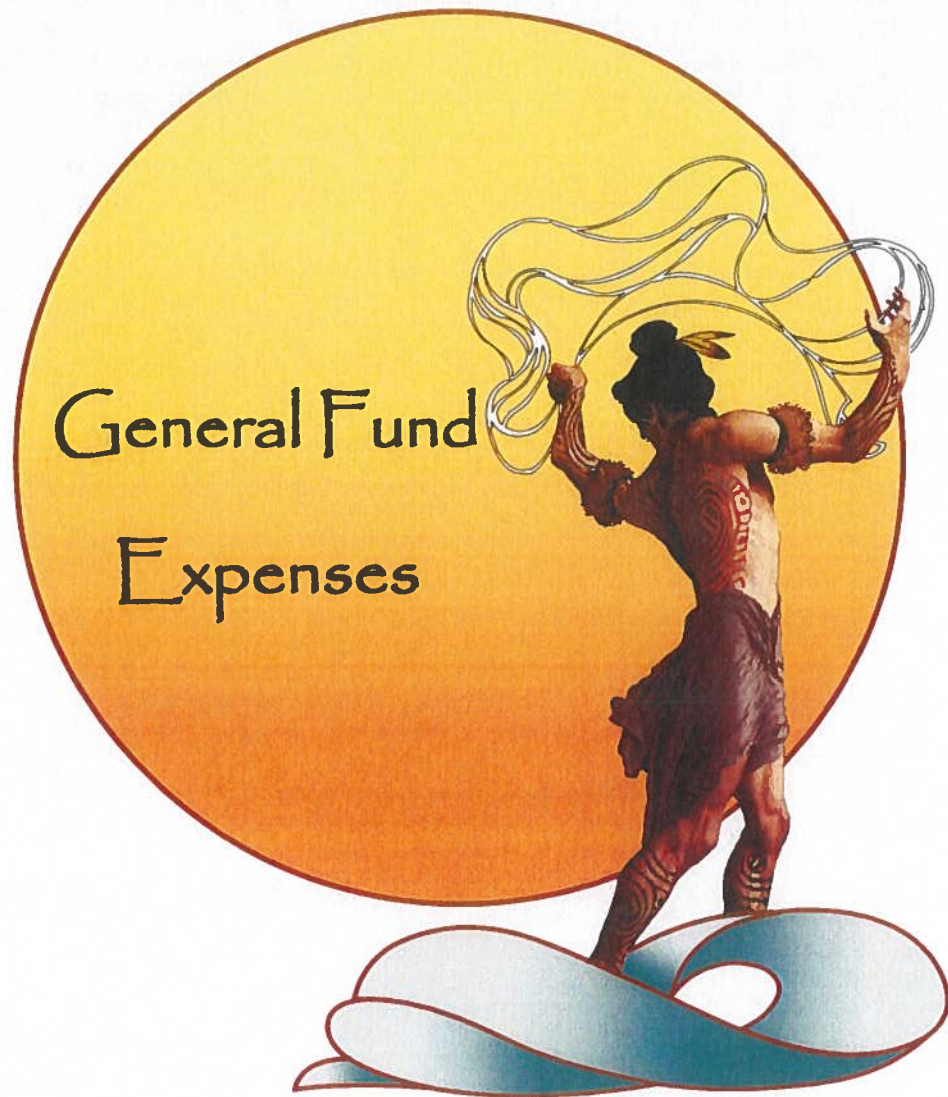


Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| Department: 000 - UNDESIGNATED | | | | | | |
| 001.000.311.100 | AD VALOREM TAXES | 2394901 | 2380104.9 | 2676661 | 2663689.14 | 2956734 |
| 001.000.314.100 | UTILITY TAX - DUKE | 378992 | 414058.54 | 396848 | 363874.56 | 420000 |
| 001.000.314.300 | UTIL TAX - PC WATER | 68831 | 69478.99 | 70000 | 55298.93 | 70000 |
| 001.000.314.400 | UTILITY TAX - GAS | 22800 | 20617.09 | 22859 | 20025.88 | 22500 |
| 001.000.315.000 | COMMUNICATION SERVICES TAX | 92415 | 95536.11 | 99144 | 62111.53 | 90000 |
| 001.000.323.100 | FRANCHISE FEE - DUKE ENERGY | 275000 | 309377.02 | 302188 | 266460.57 | 311000 |
| 001.000.323.400 | FRANCHISE FEE - GAS | 13500 | 16875.12 | 16399 | 14015.9 | 17000 |
| 001.000.329.000 | OTHER LICENSES AND PERMITS | 500 | 0 | 500 | 950 | 1000 |
| 001.000.331.202 | FDLE GRANTS | 0 | 790.5 | 761 | 1184.5 | 1500 |
| 001.000.331.500 | FEDERAL DISASTER RELIEF | 0 | 27279.74 | 0 | 0 | 0 |
| 001.000.335.120 | STATE REVENUE SHARING | 27708 | 32690.06 | 29969 | 28342.59 | 29998 |
| 001.000.335.150 | STATE ALCOHOL LICENSE | 2888 | 2936.64 | 2937 | 2838.75 | 3000 |
| 001.000.335.180 | 1/2 CENT SALES TAX | 89140 | 101249.05 | 101136 | 90242.22 | 102141 |
| 001.000.337.300 | RECYCLING GRANT PC COUNTY | 1050 | 0 | 1050 | 1735 | 867 |
| 001.000.341.400 | COPY FEES | 550 | 238.71 | 250 | 36.4 | 250 |
| 001.000.341.900 | QUALIFYING FEES | 800 | 253.08 | 500 | 672.42 | 500 |
| 001.000.344.500 | PARKING MACHINE - TIKI GARDENS | 125000 | 134357.1 | 148579 | 115996.59 | 135000 |
| 001.000.344.501 | PARKING MACHINE - NATURE PARK | 30000 | 24775.72 | 35000 | 14383.18 | 20000 |
| 001.000.344.502 | PARKING MACHINE - MUNI CTR | 75000 | 9116.83 | 97500 | 40732.23 | 50000 |
| 001.000.344.503 | PARKING MACHINE - MCEWEN PARK | 0 | 1766.36 | 68250 | 10119.14 | 12000 |
| 001.000.361.200 | INTEREST ON INVESTMENT | 2500 | 150254.12 | 100000 | 167909.42 | 300000 |
| 001.000.362.000 | RENTAL FEE TWN HALL/PAVIL/KITCH | 100 | 257 | 500 | 2250 | 4000 |
| 001.000.362.400 | COUNTY LEASE PS BLDG | 19091 | 22433.52 | 22434 | 22433.52 | 22434 |
| 001.000.364.320 | INS REIMBURSEMENT/TIPS GRANT | 15000 | 23268.77 | 20000 | 58239.18 | 25000 |
| 001.000.364.400 | SALE OF EQUIPMENT | 5000 | 13597 | 15000 | 12445 | 10000 |
| 001.000.366.900 | CONTRIBUTIONS & DONATIONS | 7500 | 8365.36 | 10000 | 9350 | 0 |
| 001.000.366.902 | COMMUNITY GARDEN - REIMB | 0 | 65 | 260 | 0 | 0 |
| 001.000.366.940 | ST. PATRICKS DAY REVENUE | 10000 | 7008.5 | 10000 | 6618 | 8000 |
| 001.000.369.900 | OTHER MISC REVENUE | 10000 | 25186.6 | 20000 | 14806.09 | 15000 |
| 001.000.369.901 | CONVENIENCE FEE (CREDIT/DEBIT) | 3500 | 4583.87 | 5000 | 4436.03 | 5000 |
| 001.000.369.902 | TAKE HOME CAR PROGRAM | 4500 | 6634.98 | 10000 | 8011.7 | 10000 |
| 001.000.381.008 | TRANS - GF UNASSIGNED FB | 0 | 0 | 0 | 0 | 575409 |
| Department: 000 - UNDESIGNATED Total: | | 3676266 | 3903156.28 | 4283725 | 4059208.47 | 5218333 |
| Department: 055 - POLICE | | | | | | |
| 001.055.342.100 | POLICE SERVICE CONTRACT | 543479 | 543479.04 | 591445 | 544939.12 | 618114 |
| 001.055.342.400 | POLICE SERV EXTRA DUTY | 16000 | 5940 | 18500 | 8775 | 18500 |
| 001.055.351.100 | COURT FINES | 5000 | 6038.57 | 5000 | 6584.01 | 7000 |
| 001.055.351.300 | POLICE EDUCATION | 250 | 270 | 250 | 233.82 | 250 |
| 001.055.351.500 | PARKING FINES (IS) | 30000 | 11341 | 30000 | 3992 | 10000 |
| 001.055.354.000 | FINES-LOCAL ORD VIOLATION | 100 | 0 | 100 | 538 | 100 |
| 001.055.364.400 | SALE OF EQUIPMENT | 0 | 0 | 0 | 0 | 30000 |
| 001.055.366.900 | CONTRIBUTIONS & DONATIONS | 0 | 0 | 0 | 0 | 10000 |
| Department: 055 - POLICE Total: | | 594829 | 567068.61 | 645295 | 565061.95 | 693964 |
| Department: 066 - BUILDING | | | | | | |
| 001.066.322.000 | BUILDING PERMITS | 254000 | 229179.9 | 225000 | 229561.65 | 225000 |
| 001.066.343.900 | BUILDING EDUCATION | 4400 | 3740.57 | 2500 | 2816.83 | 2500 |
| Department: 066 - BUILDING Total: | | 258400 | 232920.47 | 227500 | 232378.48 | 227500 |

| | | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
|---|-------------------------------|----------------|-------------------|----------------|-------------------|----------------|
| | | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget |
| Fund: 001 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| Department: 067 - COMMUNITY DEVELOPMENT | | | | | | |
| <u>001.067.325.000</u> | COMMUNITY DEVEL PERMITS | 7500 | 6198 | 9500 | 1000 | 22000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Community Development Permits | 1 | 7000 | 7000 | | |
| 2024-2025 | Floodplain Permits | 1 | 5000 | 5000 | | |
| 2024-2025 | Site Plan Review | 1 | 10000 | 10000 | | |
| <u>001.067.343.700</u> | CONSERVATION & RESOURCE MGT. | 20500 | 17127.25 | 15000 | 16337.58 | 1000 |
| Department: 067 - COMMUNITY DEVELOPMENT Total: | | 28000 | 23325.25 | 24500 | 17337.58 | 23000 |
| Department: 077 - LIBRARY | | | | | | |
| <u>001.077.347.100</u> | LIBRARY DUES | 500 | 440 | 500 | 250 | 500 |
| <u>001.077.347.101</u> | LIBRARY BOOK SALES | 1500 | 1585.05 | 1500 | 1762.1 | 1500 |
| <u>001.077.366.901</u> | LIBRARY DONATIONS | 300 | 267 | 300 | 200 | 300 |
| <u>001.077.366.906</u> | LIBRARY READ & FEED | 550 | 755 | 500 | 340 | 500 |
| Department: 077 - LIBRARY Total: | | 2850 | 3047.05 | 2800 | 2552.1 | 2800 |
| Fund: 001 - GENERAL FUND Total: | | 4560345 | 4729517.66 | 5183820 | 4876538.58 | 6165597 |



TOWN OF INDIAN SHORES
LEGISLATIVE SERVICES

The expenditures under this section of the budget reflect the following:

511.100 SALARIES for the Members of the Town Council.

511.300 OPERATING EXPENSES includes payments made to committee members, Mayor's Council Dues, Mayor's Council Holiday Luncheon, and Suncoast League of Cities Membership.

511.312 IT EXPENSES covers hardware and software utilized by members of the Town Council

511.400 TRAVEL/PER DIEM EXPENSES includes hotels, meals, mileage costs for the Mayor and Council members to travel fo conferences such as Florida League of Cities, etc.

511.410 COMMUNICATION SERVICES includes the cost for landline and cellular telephone services, internet services, cellular ipad services.

519.480 PROMOTIONAL ACTIVITIES set up into reflect specific promotional activities the legislative body directs, i.e. Memorial Day Picnic, movies, dances, ice cream socials, game night, etc.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
|---|--------------------------------|---------------|------------------|---------------|------------------|---------------|
| | | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget |
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 011 - LEGISLATIVE | | | | | | |
| Expense | | | | | | |
| <u>001.011.511.100</u> | LEGISLATIVE SALARIES | 42,872 | 41,475.31 | 45,573 | 39,896.21 | 47,077 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Councilors | 3 | 6974 | 20922 | | |
| 2024-2025 | Mayor | 1 | 15693 | 15693 | | |
| 2024-2025 | Vice Mayor | 1 | 10462 | 10462 | | |
| <u>001.011.511.220</u> | RETIREMENT CONTRIBUTION | 5,573 | 5,391.24 | 5,925 | 5,186.51 | 6,120 |
| <u>001.011.511.240</u> | WORKERS' COMPENSATION | 69 | 54.87 | 55 | 55.75 | 66 |
| <u>001.011.511.300</u> | OPERATING EXPENSES | 5,000 | 3,394.45 | 4,500 | 3,917.80 | 4,000 |
| <u>001.011.511.301</u> | OPERATING EXPENSE - MAYOR | 2,000 | 2,096.56 | 2,000 | 2,196.67 | 3,000 |
| <u>001.011.511.302</u> | OPERATING EXPENSE - VICE MAYOR | 2,000 | 115.22 | 2,000 | 966.96 | 2,000 |
| <u>001.011.511.303</u> | OPERATING EXP - MENCHISE | 2,000 | 700.24 | 2,000 | 1,353.01 | 2,000 |
| <u>001.011.511.304</u> | OPERATING EXP - HOWARD | 2,000 | 2,745.82 | 2,000 | 3,390.14 | 2,000 |
| <u>001.011.511.305</u> | OPERATING EXP - HOUSMAN | 2,000 | 0.00 | 2,000 | 529.20 | 2,000 |
| <u>001.011.511.312</u> | IT EXPENSES | - | 0.00 | - | 0.00 | 500 |
| <u>001.011.511.400</u> | TRAVEL/PER DIEM | - | 0.00 | - | 0.00 | 5,000 |
| <u>001.011.511.410</u> | COMMUNICATION SERVICES | - | 0.00 | - | 0.00 | 3,700 |
| <u>001.011.519.480</u> | PROMOTIONAL ACTIVITIES | 6,000 | 7,475.77 | 8,000 | 8,054.95 | 12,500 |
| <u>001.011.521.210</u> | FICA TAXES | 3,280 | 3,079.86 | 3,486 | 2,958.69 | 3,601 |
| Department: 011 - LEGISLATIVE Total: | | 72,794 | 66,529.34 | 77,539 | 68,505.89 | 93,564 |

**TOWN OF INDIAN SHORES
ADMINISTRATIVE DEPARTMENT**

The expenditures under this section of the budget reflect the following:

- 512.100 ADMINISTRATIVE SALARIES for the Town Administrator, Town Clerk, Administrative Assistants, and IT Director (Part-Time).
- 512.310 PROFESSIONAL SERVICES includes engineering services and miscellaneous consultant services.
- 512.312 IT EXPENSES covers hardware and software utilized by the Administrative and Public Services departments.
- 512.340 CONTRACTUAL SERVICES include charges for the Supervisor of Elections, sound system and recording support for the sound system in Council Chambers and the Community Room.
- 512.410 COMMUNICATION SERVICES includes the cost for landline and cellular telephone services, text services, internet services, cellular ipad services and jet packs.
- 512.440 RENTALS/LEASES includes costs for the copier and postage meter, water cooler rental and storage unit.
- 512.470 MUNICODE & LEGAL ADS covers the cost of advertising ordinances, codifying ordinances through Municode and printing letterhead and business cards.
- 512.490 OTHER CHRGES & OBLIG includes petty cash, florist, and miscellaneous other non-recurring charges.
- 512.520 SUPPLIES includes office supplies, kitchen supplies and coffee/water for Town sponsored community events.
- 512.640 MACHINERY & EQUIPMENT covers minor repairs and replacement of furniture and equipment.
- 514.310 LEGAL COUNSEL covers employment attorney expense as well as any legal expense not related to the Building Department or Police Department
- 519.430 UTILITIES COST All utility costs are recorded in the Administrative Department.
- 519.480 PROMOTIONAL ACTIVITIES covers the BIG-C breakfast, employee lunches, logo wear for staff and council, and miscellaneous holiday decorations.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|---|--|--------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 022 - ADMINISTRATIVE | | | | | | |
| Expense | | | | | | |
| <u>001.022.512.100</u> | ADMINISTRATIVE SALARIES | 334,371 | 297,699.91 | 375,530 | 231,378.20 | 424,956 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Adm Asst - Receptionist | 1 | 45,566 | 45,566.00 | | |
| 2024-2025 | Adm Asst - TA | 1 | 54,245 | 54,245.00 | | |
| 2024-2025 | Adm Asst - TC | 1 | 48,733 | 48,733.00 | | |
| 2024-2025 | Holiday Pay - Decmber | 6 | 200 | 1,100.00 | | |
| 2024-2025 | PT - IT | 1 | 40,908 | 40,908.00 | | |
| 2024-2025 | Town Administrator | 1 | 143,639 | 143,639.00 | | |
| 2024-2025 | Town Clerk | 1 | 90,765 | 90,765.00 | | |
| <u>001.022.512.220</u> | RETIREMENT CONTRIBUTIONS | 41,247 | 35,658.10 | 42,796 | 26,279.43 | 50,316 |
| <u>001.022.512.230</u> | LIFE AND HEALTH INSURANCE | 47,882 | 38,200.06 | 54,316 | 30,115.18 | 89,425 |
| <u>001.022.512.240</u> | WORKERS' COMPENSATION | 451 | 358.59 | 436 | 442.02 | 570 |
| <u>001.022.512.310</u> | PROFESSIONAL SERVICES | 21,000 | 6,299.76 | 11,000 | 1,303.00 | 0 |
| <u>001.022.512.312</u> | I T EXPENSES | 48,186 | 56,384.82 | 49,638 | 41,509.85 | 45,596 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Four 48 Port Switches | 4 | 1,117 | 4,468.00 | | |
| 2024-2025 | Four CyberPower 850va Battery Backups | 4 | 105 | 420.00 | | |
| 2024-2025 | Four LG 4K 27" Monitors | 4 | 337 | 1,348.00 | | |
| 2024-2025 | Incode Annual Fees | 1 | 12,752 | 12,752.00 | | |
| 2024-2025 | Microsoft Licensing | 1 | 20,000 | 20,000.00 | | |
| 2024-2025 | Misc - Wireless keybd, mouse, speakers, etc. | 2 | 1,000 | 2,000.00 | | |
| 2024-2025 | One 16 Port Switch (WiFi) | 1 | 420 | 420.00 | | |
| 2024-2025 | Three Town workstations | 3 | 834 | 2502 | | |
| 2024-2025 | Two Laptops (TA & Fin Dir) | 2 | 843 | 1686 | | |
| <u>001.022.512.340</u> | CONTRACTUAL SERVICES | 5,000 | 3,662.35 | 5,500 | 5,691.80 | 11,000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Election Services | 1 | 5500 | 5500 | | |
| 2024-2025 | Sara Mullins - Recreation Consultant | 220 | 25 | 5500 | | |
| <u>001.022.512.400</u> | TRAVEL/PER DIEM | 2,500 | 1,319.81 | 3,000 | 0.00 | 5,000 |
| <u>001.022.512.410</u> | COMMUNICATION SERVICES | 15,200 | 13,502.83 | 15,500 | 15,616.32 | 15,860 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Spectrum Monthly Service | 12 | 400 | 4800 | | |
| 2024-2025 | Verizon Wireless Jetpacks (2) Monthly Fee | 12 | 80 | 960 | | |
| 2024-2025 | Verizon Wireless New Equipment | 1 | 2000 | 2000 | | |
| 2024-2025 | Verizon Wireless Phone System Monthly Fee | 12 | 675 | 8100 | | |
| <u>001.022.512.420</u> | POSTAGE, FREIGHT, ETC. | 4,500 | 3,731.45 | 4,500 | 15,863.15 | 5,000 |
| <u>001.022.512.440</u> | RENTALS/LEASES | 4,400 | 4,622.43 | 4,542 | 7,075.46 | 4,600 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Copy Machine Lease & Copies Monthly | 12 | 325 | 3900 | | |
| 2024-2025 | Pitney Bowes Postage Meter Quarterly Lease Fee | 4 | 175 | 700 | | |
| <u>001.022.512.460</u> | REPAIR & MAINTENANCE | 1,500 | 326.39 | 1,500 | 2,746.93 | 2,500 |

| | | 2022-2023 Total | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|--|--------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 022 - ADMINISTRATIVE | | | | | | |
| Expense | | | | | | |
| <u>001.022.512.470</u> | MUNICODE & LEGAL ADS | 12,000 | 7,514.32 | 13,000 | 11,485.07 | 13,000 |
| Budget Detail | | | | | | |
| Budget Code | Description | | Units | Price | Amount | |
| 2024-2025 | Legal Ads for Ordinances, PZB & Budget | | 1 | 5000 | 5000 | |
| 2024-2025 | Municode | | 1 | 8000 | 8000 | |
| <u>001.022.512.490</u> | OTHER CHRGS & OBLIG | 3,000 | 1,449.70 | 2,000 | 2,502.33 | 2,500 |
| <u>001.022.512.520</u> | SUPPLIES | 8,000 | 4,559.61 | 8,500 | 5,806.15 | 8,500 |
| <u>001.022.512.540</u> | MEMBERSHIP/TRAINING | 7,000 | 5,923.75 | 6,310 | 2,404.80 | 6,000 |
| <u>001.022.512.640</u> | MACHINERY & EQUIPMENT | 2,000 | 0.00 | 1,000 | 0.00 | 0 |
| <u>001.022.514.311</u> | LEGAL COUNSEL | 74,000 | 65,926.95 | 74,000 | 81,487.51 | 125,000 |
| Budget Detail | | | | | | |
| Budget Code | Description | | Units | Price | Amount | |
| 2024-2025 | Miscellaneous Legal | | 1 | 10000 | 10000 | |
| 2024-2025 | Ordinance Updates | | 1 | 40000 | 40000 | |
| 2024-2025 | Town Attorney | | 1 | 75000 | 75000 | |
| <u>001.022.519.430</u> | UTILITIES COST | 65,500 | 89,112.03 | 70,000 | 72,866.87 | 80,000 |
| <u>001.022.519.480</u> | PROMOTIONAL ACTIVITIES | 11,500 | 15,162.46 | 13,000 | 8,350.67 | 13,000 |
| <u>001.022.519.500</u> | ST. PAT'S DAY EXPENSES | 5,000 | 5,219.97 | 5,500 | 5,912.82 | 6,000 |
| <u>001.022.519.501</u> | ST. PAT'S PROCEED PURCHASES | 5,000 | 2,390.00 | 5,000 | 1,513.87 | 2,000 |
| <u>001.022.519.820</u> | AID TO PRIVATE ORGANIZATION | 8,000 | 10,683.99 | 2,000 | 0.00 | 0 |
| <u>001.022.521.140</u> | OVERTIME | 1,000 | 880.77 | 3,000 | 340.09 | 1,000 |
| <u>001.022.521.210</u> | FICA TAXES | 25,656 | 23,096.65 | 27,812 | 17,794.68 | 31,174 |
| Department: 022 - ADMINISTRATIVE Total: | | 753,893 | 693,686.70 | 799,379 | 588,486.20 | 942,997 |

***TOWN OF INDIAN SHORES
FINANCE DEPARTMENT***

The expenditures under this section of the budget reflect the following:

513.100 FINANCE SALARIES Salaries for the Finance Director, Accounting Specialist and Part -time Finance Clerk.

513.320 PROFESSIONAL SERVICE/AUDITS covers the cost of the Town's Annual Financial Report, auditing, and auditing consulting services.

513.340 OTHER CONTRACTUAL SERVICES covers consultants, General Account banking fees.

513.520 SUPPLIES - Office supply costs directly related to Finance Department.

519.450 INSURANCE - Town Insurance costs.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|---|---|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 033 - FINANCE | | | | | | |
| Expense | | | | | | |
| <u>001.033.513.100</u> | FINANCE SALARIES | 180144 | 175822.62 | 191469.2 | 173083.07 | 203682 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Accounting Specialist | 1 | 58540 | 58540 | | |
| 2024-2025 | Dir of Finance & Personnel | 1 | 121988 | 121988 | | |
| 2024-2025 | Holiday Pay - December | 2.5 | 200 | 500 | | |
| 2024-2025 | PT Finance Clerk | 1 | 22654 | 22654 | | |
| <u>001.033.513.220</u> | RETIREMENT CONTRIBUTIONS | 20945 | 21006.09 | 22252 | 20603.05 | 23664 |
| <u>001.033.513.230</u> | LIFE AND HEALTH INSURANCE | 23899 | 24210.52 | 27138 | 23384.28 | 28044 |
| <u>001.033.513.240</u> | WORKERS' COMPENSATION | 290 | 230.58 | 233 | 236.22 | 289 |
| <u>001.033.513.320</u> | PROFESSIONAL SERVICE/AUDITS | 16500 | 17500 | 18000 | 18000 | 27000 |
| <u>001.033.513.340</u> | OTHER CONTRACTUAL SERVICES | 8500 | 11094.01 | 11000 | 2186.49 | 6000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Concentra Physicals | 1 | 1000 | 1000 | | |
| 2024-2025 | Miscellaneous | 1 | 5000 | 5000 | | |
| <u>001.033.513.400</u> | TRAVEL PER DIEM | 2000 | 1005.46 | 2000 | 399 | 2000 |
| <u>001.033.513.470</u> | PRINTING & BINDING (AUDIT) | 500 | 59.85 | 100 | 59.85 | 100 |
| <u>001.033.513.520</u> | SUPPLIES | 1500 | 911.74 | 500 | 1670.18 | 2000 |
| <u>001.033.513.540</u> | MEMBERSHIP/TRAINING | 3000 | 1791.95 | 2000 | 1561 | 2000 |
| <u>001.033.519.450</u> | P & C INSURANCE | 129600 | 99012.96 | 208000 | 134553.51 | 137865 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | | | | |
| 2024-2025 | Flood Insurance - 19019 Recreational Area | 1 | | | | |
| 2024-2025 | Flood Insurance - 2/3 Muni Ctr Wright Insurance | 1 | | | | |
| 2024-2025 | P & C Insurance - Brown & Brown | 1 | | | | |
| <u>001.033.521.140</u> | OVERTIME | 1000 | 55.99 | 1000 | 198.39 | 1000 |
| <u>001.033.521.210</u> | FICA TAXES | 13858 | 13447.64 | 14723 | 13295.6 | 15658 |
| Department: 033 - FINANCE Total: | | 401736 | 366149.41 | 498415.2 | 389230.64 | 449302 |

***TOWN OF INDIAN SHORES
PARKING DEPARTMENT***

The expenditures under this section of the budget reflect the following:

545.460 MAINTENANCE/REPAIRS reflects routine maintenace and any repairs to the town meter machines.

545.461 PAYMENT/FEES reflects the fees paid to the credit card vendors for all town parking meters

Budget Worksheet

| | | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
|---|---------------------|--------------|-----------------|--------------|-----------------|--------------|
| | | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget |
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 045 - PARKING | | | | | | |
| Expense | | | | | | |
| <u>001.045.545.460</u> | MAINTENANCE/REPAIRS | 9972 | 22460.37 | 5444 | 4244.8 | 5000 |
| <u>001.045.545.461</u> | PAYMENT FEES | 20000 | 17905 | 30000 | 18201.96 | 20000 |
| Department: 045 - PARKING Total: | | 29972 | 40365.37 | 35444 | 22446.76 | 25000 |

**TOWN OF INDIAN SHORES
POLICE DEPARTMENT**

The expenditures under this section of the budget reflect the following:

- 519.480 PROMOTIONAL ACTIVITIES covers No-shave November charitable promotion, any promotional items (i.e. informational magnets, stickers, badges,etc),
- 519.820 AID TO PRIVATE ORGANIZATIONS covers donation of proceeds from charitable promotions
- 521.100 POLICE SALARIES covers salaries for personnel including the Chief, Captain, Lt's, full-time and part-time officers, reserve officers, an Assistant/Secretary, and Records and Information Custodian.
- 521.311 LEGAL is for legal fees associated with contract negotiations with the bargaining unit, and other direct legal expense for the department.
- 521.312 IT EXPENSES covers hardware and software utilized by the Police Department
- 521.320 POLICE AUDIT FEES records the audit costs associated with the pension plan.
- 521.340 CONTRACTUAL SERVICES records the costs associated with Pinellas County Sheriff's Office.
- 521.410 COMMUNICATION SERVICES records the cost of air cards for laptop computers, cellular phones and the departments portion of the landline bill.
- 521.430 GASOLINE covers fuel for the Police department fleet.
- 521.450 POLICE INSURANCE includes Auto, AD&D, law enforcement liability and 1/3 of the flood insurance bill, pension insurance waiver policy.
- 521.460 MAINTENANCE covers the cost of maintaining the police department fleet.
- 521.520 SUPPLIES covers office supplies, uniforms, and other miscellaneous items.
- 521.521 AMMUNITION covers ammunition for the force.
- 521.530 EMERGENCY MANAGEMENT is used for emergency preparation and response expenses.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|---------------------------------|--|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 055 - POLICE | | | | | | |
| Expense | | | | | | |
| 001.055.519.480 | PROMOTIONAL ACTIVITIES | 0 | 3752.75 | 5500 | 10826.37 | 10000 |
| 001.055.519.820 | AID TO PRIVATE ORGANIZATIONS | 0 | 0 | 10000 | 11851 | 12000 |
| 001.055.521.100 | POLICE SALARIES | 1115647 | 1054273.98 | 1253006 | 1107827.85 | 1545050 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Administrative Assistant | 1 | 52801 | 52801 | | |
| 2024-2025 | Corporal | 1 | 93559 | 93559 | | |
| 2024-2025 | Detective Corporal | 1 | 71538 | 71538 | | |
| 2024-2025 | Detective Master Patrol Officer | 1 | 72733 | 72733 | | |
| 2024-2025 | Executive Assistant | 1 | 62146 | 62146 | | |
| 2024-2025 | Holiday Pay - December | 1 | 3700 | 3700 | | |
| 2024-2025 | Leiutenant - FT | 1 | 84660 | 84660 | | |
| 2024-2025 | Leiutenant - PT | 1 | 40422 | 40422 | | |
| 2024-2025 | Master Patrol Officer | 1 | 74448 | 74448 | | |
| 2024-2025 | Master Sergeants - 2 | 1 | 163482 | 163482 | | |
| 2024-2025 | Off Duty Detail | 1 | 18500 | 18500 | | |
| 2024-2025 | Officers - 7 | 1 | 482988 | 482988 | | |
| 2024-2025 | Police Captain | 1 | 139879 | 139879 | | |
| 2024-2025 | Police Chief | 1 | 184194 | 184194 | | |
| 001.055.521.140 | OVERTIME | 30000 | 76333.1 | 50000 | 59809.66 | 40000 |
| 001.055.521.210 | FICA TAXES | 87642 | 85787.35 | 99245 | 87814.57 | 122037 |
| 001.055.521.220 | RETIREMENT CONTRIBUTIONS | 87600 | 88906.51 | 98510 | 87453.81 | 56208 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | CH185 | 1 | 17320 | 17320 | | |
| 2024-2025 | Mission Square | 1 | 38888 | 38888 | | |
| 001.055.521.230 | LIFE AND HEALTH INSURANCE | 178772 | 145201.84 | 210845 | 138512.32 | 247668 |
| 001.055.521.240 | WORKERS' COMPENSATION | 36005 | 28627.12 | 30813 | 31239.21 | 41462 |
| 001.055.521.300 | ACCREDITATION | 800 | 6454.71 | 3000 | 6404.32 | 7500 |
| 001.055.521.310 | PROFESSIONAL SERVICES | 5000 | 6391 | 6000 | 4063.52 | 6000 |
| 001.055.521.311 | LEGAL | 6000 | 32432.58 | 8000 | 15905.06 | 8000 |
| 001.055.521.312 | I T EXPENSES | 13800 | 22974.65 | 15800 | 27682.79 | 30000 |
| 001.055.521.320 | POLICE AUDIT FEES | 13500 | 23200 | 14000 | 14200 | 5700 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Annual GASB68 Report - GRS | 1 | 4000 | 4000 | | |
| 2024-2025 | Annual GASB75 Report - Foster & Foster | 1 | 1700 | 1700 | | |
| 001.055.521.340 | CONTRACTUAL SERVICES | 30000 | 34298.63 | 30000 | 41750.14 | 43370 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Other PD Assistance | 1 | 5000 | 5000 | | |
| 2024-2025 | PCSO - 14 Forensic Services | 1 | 4246 | 4246 | | |
| 2024-2025 | PCSO - 12 Latent Print Services | 1 | 1338 | 1338 | | |
| 2024-2025 | PCSO - 325 items - Property & Evidence Storage | 1 | 5086 | 5086 | | |
| 2024-2025 | PCSO - ACISS/Records Mgmt System | 1 | 541 | 541 | | |
| 2024-2025 | PCSO - CAD | 1 | 27159 | 27159 | | |
| 001.055.521.400 | TRAVEL/PER DIEM | 3000 | 4386.7 | 3000 | 1374.03 | 4000 |
| 001.055.521.410 | COMMUNICATION SERVICES | 15000 | 17700.83 | 17000 | 19422.82 | 22000 |
| 001.055.521.420 | POSTAGE, FREIGHT, ETC. | 2319 | 1745.9 | 3000 | 4120.55 | 1000 |
| 001.055.521.430 | GASOLINE | 35000 | 47397.6 | 35000 | 39037.19 | 45000 |
| 001.055.521.450 | POLICE INSURANCE | 50000 | 35847.44 | 52000 | 41536.49 | 38360 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Auto Liability - 17 Vehicles Brown & Brown | 17 | 758 | 12886 | | |
| 2024-2025 | Auto Liability - 2 Trailers Brown & Brown | 2 | 758 | 1516 | | |

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|---|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 055 - POLICE | | | | | | |
| Expense | | | | | | |
| 2024-2025 | CNA Surety - Bond Policy \$10,000 | 1 | 126 | 126 | | |
| 2024-2025 | Flood Insurance 1/3 Muni Ctr - Wright Insurance | 1 | 1615 | 1615 | | |
| 2024-2025 | Law Enforcement Liability - Brown & Brown | 1 | 22217 | 22217 | | |
| 001.055.521.460 | MAINTENANCE | 25000 | 34886.49 | 27100 | 31740.62 | 35000 |
| 001.055.521.520 | SUPPLIES | 25000 | 40027.37 | 27000 | 26573.14 | 30000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Furniture | 1 | 5000 | 5000 | | |
| 2024-2025 | Misc Supplies | 1 | 25000 | 25000 | | |
| 001.055.521.521 | AMMUNITION | 0 | 419.9 | 0 | 2331.53 | 2000 |
| 001.055.521.530 | EMERGENCY MANAGEMENT | 10000 | 16808.5 | 12500 | 89507.43 | 0 |
| 001.055.521.540 | MEMBERSHIP/DUES | 1550 | 1404.95 | 2500 | 5252.95 | 6000 |
| 001.055.521.542 | POLICE TRAINING/EDUCATION | 3000 | 10002.82 | 7000 | 6024.64 | 7500 |
| 001.055.521.640 | EQUIPMENT | 0 | 11530.28 | 36000 | 16804.27 | 35000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Bola Wrap | 2 | 3000 | 6000 | | |
| 2024-2025 | Guns | 4 | 1000 | 4000 | | |
| 2024-2025 | Security Equip - Cameras | 1 | 25000 | 25000 | | |
| Department: 055 - POLICE Total: | | 1774635 | 1830793 | 2056819 | 1929066.28 | 2400855 |

**TOWN OF INDIAN SHORES
EMERGENCY MANAGEMENT**

The expenditures under this section of the budget reflect the following:

521.100 SALARIES covers salaries for the Police and Emergency Services Manager.

521.140 OVERTIME covers salaries for the Police and Emergency Services Manager for pre-storm preparedness and post-storm events.

521.410 COMMUNICATION SERVICES covers the emergency satellite phones and Star Link IT Equipment

521.430 GASOLINE covers fuel for the Police and Emergency Services Managers vehicle.

521.460 MAINTENANCE & REPAIRS covers maintenance on equipment, the Humvee, the Siren System and Vehicles

521.520 SUPPLIES covers miscellaneous supplies and uniforms

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 056 - EMERGENCY MANAGEMENT | | | | | | |
| Expense | | | | | | |
| <u>001.056.521.100</u> | EMERGENCY MGMT SALARIES | 0 | 0 | 0 | 0 | 68950 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Emergency Mgmt Services Manager | 1 | 68750 | 68750 | | |
| 2024-2025 | Holiday Pay - December | 1 | 200 | 200 | | |
| <u>001.056.521.140</u> | EMERGENCY MGMT OVERTIME | 0 | 0 | 0 | 0 | 50000 |
| <u>001.056.521.210</u> | FICA TAXES | 0 | 0 | 0 | 0 | 5259 |
| <u>001.056.521.220</u> | RETIREMENT | 0 | 0 | 0 | 0 | 8938 |
| <u>001.056.521.230</u> | LIFE & HEALTH INSURANCE | 0 | 0 | 0 | 0 | 13625 |
| <u>001.056.521.240</u> | WORKERS' COMPENSATION | 0 | 0 | 0 | 0 | 1918 |
| <u>001.056.521.410</u> | COMMUNICATION SERVICES | 0 | 0 | 0 | 0 | 10000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Satellite Phones | 1 | 5000 | 5000 | | |
| 2024-2025 | Star Link IT Equipment | 1 | 5000 | 5000 | | |
| <u>001.056.521.430</u> | GASOLINE | 0 | 0 | 0 | 0 | 5000 |
| <u>001.056.521.460</u> | MAINTENANCE/REPAIRS | 0 | 0 | 0 | 0 | 15000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Equipment Maintenance | 1 | 2500 | 2500 | | |
| 2024-2025 | Humvee Maintenance | 1 | 2500 | 2500 | | |
| 2024-2025 | Siren System Maintenance | 1 | 5000 | 5000 | | |
| 2024-2025 | Vehicle Maintenance | 1 | 5000 | 5000 | | |
| <u>001.056.521.520</u> | SUPPLIES | 0 | 0 | 0 | 0 | 15000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Miscellaneous Supplies | 1 | 12500 | 12500 | | |
| 2024-2025 | Uniforms | 1 | 2500 | 2500 | | |
| Department: 056 - EMERGENCY MANAGEMENT Total: | | 0 | 0 | 0 | 0 | 193690 |

TOWN OF INDIAN SHORES
BUILDING DEPARTMENT

The expenditures under this section of the budget reflect services that enforce the Florida Building Code.

- 524.100 SALARIES is where a percentage of the base salary for the Building Official and Permit Technician are recorded.
- 524.310 PROFESSIONAL SERVICES records the cost of the towns contracted engineer firm and Safebuilt Services when needed.
- 524.311 LEGAL SERVICES is where legal costs related to the Florida Building Code Operations are recorded in addition to the cost of legal ads.
- 524.312 IT EXPENSES covers hardware and software utilized by the Building department.
- 524.340 CONTRACTUAL SERVICES records the estimated cost of the credit card merchant fees for building permits.
- 524.430 GASOLINE covers a percentage of fuel for the Building Official's vehicle while enforcing the Florida Building Code.
- 524.520 SUPPLIES records the estimated cost of Building Department specific office supplies, printing, and other items.
- 524.640 EQUIPMENT covers the cost of any miscellaneous equipment needed by the department, i.e. tablets for damage assessment, printers, etc.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|-----------------------------------|---------------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 066 - BUILDING | | | | | | |
| Expense | | | | | | |
| <u>001.066.521.140</u> | OVERTIME | 1000 | 463.5 | 2000 | 286.66 | 0 |
| <u>001.066.521.210</u> | FICA TAXES | 5237 | 5397.86 | 8784 | 11248.76 | 8782 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 60% | 1 | 5582 | 5582 | | |
| 2024-2025 | Permit Technician - AW 80% | 1 | 3200 | 3200 | | |
| <u>001.066.524.100</u> | BUILDING DEPT SALARIES | 67454 | 69298.82 | 112009.2 | 153872.02 | 114802 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 60% | 1 | 72970 | 72970 | | |
| 2024-2025 | Permit Technician - AW 80% | 1 | 41832 | 41832 | | |
| <u>001.066.524.220</u> | RETIREMENT CONTRIBUTIONS | 5034 | 6239.92 | 14920 | 18533.02 | 14924 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 60% | 1 | 9486 | 9486 | | |
| 2024-2025 | Permit Technician - AW 80% | 1 | 5438 | 5438 | | |
| <u>001.066.524.230</u> | LIFE AND HEALTH INSURANCE | 11832 | 11734.7 | 26243 | 23804.84 | 19507 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 60% | 1 | 8688 | 8688 | | |
| 2024-2025 | Permit Technician 80% | 1 | 10819 | 10819 | | |
| <u>001.066.524.240</u> | WORKERS' COMPENSATION | 110 | 87.47 | 140 | 138.9 | 2181 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 60% | 1 | 2123 | 2123 | | |
| 2024-2025 | Permit Technician - AW 80% | 1 | 58 | 58 | | |
| <u>001.066.524.310</u> | PROFESSIONAL SERVICES | 30000 | 41239.5 | 0 | 2179.6 | 15000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Safebuilt Services | 1 | 15000 | 15000 | | |
| <u>001.066.524.311</u> | LEGAL SERVICES | 40880 | 22139.47 | 40880 | 12137.76 | 1000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Town Attorney - FL Bldg Code related | 1 | 1000 | 1000 | | |
| <u>001.066.524.312</u> | I T EXPENSES | 4500 | 0 | 4500 | 5144 | 3600 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Community Core Monthly User Fee - 80% | 1 | 3600 | 3600 | | |
| <u>001.066.524.340</u> | CONTRACTUAL SERVICES | 208000 | 156314.91 | 221975 | 73575.63 | 2500 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Credit Card Fees - Building Permits | 1 | 2500 | 2500 | | |
| <u>001.066.524.400</u> | TRAVEL/PER DIEM | 1000 | 0 | 1000 | 660.69 | 1000 |
| <u>001.066.524.410</u> | COMUNICATIONS | 0 | 447.35 | 500 | 1903.32 | 2400 |
| <u>001.066.524.420</u> | POSTAGE, FREIGHT, ETC. | 1300 | 533.74 | 1750 | 1471.12 | 500 |
| <u>001.066.524.430</u> | GASOLINE | 0 | 0 | 0 | 456.26 | 900 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official Vehicle - 60% | 1 | 900 | 900 | | |
| <u>001.066.524.460</u> | REPAIR/MAINTENANCE | 0 | 0 | 0 | 357.42 | 600 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Dept - 60% | 1 | 600 | 600 | | |

| | | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
|--|------------------------------------|---------------|------------------|-----------------|------------------|---------------|
| | | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget |
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 066 - BUILDING | | | | | | |
| Expense | | | | | | |
| <u>001.066.524.490</u> | PERMIT FEE REFUNDS | 500 | 0 | 500 | 0 | 500 |
| <u>001.066.524.520</u> | SUPPLIES | 2000 | 1311.9 | 1500 | 2483.32 | 1500 |
| <u>001.066.524.540</u> | MEMBERSHIP/TRAINING | 2000 | 30 | 1160 | 1327 | 1610 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | BOAF Annual Training Conference | 1 | 500 | 500 | | |
| 2024-2025 | BOAF Membership Dues - BR/AW | 2 | 100 | 200 | | |
| 2024-2025 | ICC Membership Dues - AW | 1 | 170 | 170 | | |
| 2024-2025 | ICC Training Conference - AW | 1 | 240 | 240 | | |
| 2024-2025 | Miscellaneous Books & Training | 1 | 500 | 500 | | |
| <u>001.066.524.640</u> | EQUIPMENT | 1000 | 1316.37 | 1000 | 0 | 6400 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Miscellaneous Tools - ladder, etc. | 1 | 2700 | 2700 | | |
| 2024-2025 | New laptop & monitor | 1 | 2200 | 2200 | | |
| 2024-2025 | Truck Bed Cover | 1 | 1500 | 1500 | | |
| Department: 066 - BUILDING Total: | | 381847 | 316555.51 | 438861.2 | 309580.32 | 197706 |

**TOWN OF INDIAN SHORES
COMMUNITY DEVELOPMENT**

This section of the budget reflects the portion of the Building Department's expenditures that are not associated with Permitting. This department enforces Town Ordinances, Site Plan Reviews and Town Code.

524.100 SALARIES is where a percentage of the base salary for the Building Official and Permit Technician are recorded.

524.310 PROFESSIONAL SERVICES records the cost of the towns contracted engineer firm.

524.311 LEGAL SERVICES for enforcing Town Ordinances and Town Code.

524.430 GASOLINE covers a percentage of fuel for the Building Officials vehicle while en

524.520 SUPPLIES records the estimated cost of Building Department specific office supplies, printing, and other items.

524.640 MEMBERSHIP/TRAINING covers annual training with the Association of State Floodplain Managers and the Florida Floodplain Managers Association

Budget Worksheet

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|---|--|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 067 - COMMUNITY DEVELOPMENT | | | | | | |
| Expense | | | | | | |
| 001.067.521.140 | OVERTIME | 0 | 0 | 0 | 0 | 2000 |
| 001.067.521.210 | FICA TAXES | 0 | 0 | 0 | 0 | 5872 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 40% | 1 | 3722 | 3722 | | |
| 2024-2025 | Permit Technician - AW 20% | 1 | 800 | 800 | | |
| 2024-2025 | Permit Technician - WJ 4 Months | 1 | 1350 | 1350 | | |
| 001.067.524.100 | COMMUNITY DEV DEPT SALARIES | 0 | 0 | 0 | 0 | 77329 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 40% | 1 | 48646 | 48646 | | |
| 2024-2025 | Holiday Pay - December | 3 | 200 | 600 | | |
| 2024-2025 | Permit Technician - AW 20% | 1 | 10458 | 10458 | | |
| 2024-2025 | Permit Technician - WJ 4 Months salary | 1 | 17625 | 17625 | | |
| 001.067.524.220 | RETIREMENT CONTRIBUTIONS | 0 | 0 | 0 | 0 | 9975 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 40% | 1 | 6324 | 6324 | | |
| 2024-2025 | Permit Technician - AW 20% | 1 | 1360 | 1360 | | |
| 2024-2025 | Permit Technician - WJ 4 Months | 1 | 2291 | 2291 | | |
| 001.067.524.230 | LIFE AND HEALTH INSURANCE | 0 | 0 | 0 | 0 | 12967 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 40% | 1 | 5792 | 5792 | | |
| 2024-2025 | Permit Technician - AW 20% | 1 | 2705 | 2705 | | |
| 2024-2025 | Permit Technician - WJ 4 Months | 1 | 4470 | 4470 | | |
| 001.067.524.240 | WORKERS' COMPENSATION | 0 | 0 | 0 | 0 | 1456 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official 40% | 1 | 1416 | 1416 | | |
| 2024-2025 | Permit Technician - AW 20% | 1 | 15 | 15 | | |
| 2024-2025 | Permit Technician - WJ 4 Months | 1 | 25 | 25 | | |
| 001.067.524.310 | PROFESSIONAL SERVICES | 0 | 0 | 0 | 0 | 10000 |
| 001.067.524.311 | LEGAL SERVICES | 0 | 0 | 0 | 0 | 10000 |
| 001.067.524.312 | IT EXPENSES | 0 | 0 | 0 | 0 | 900 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Community Core Monthly User Fee - 20% | 1 | 900 | 900 | | |
| 001.067.524.400 | TRAVEL/PER DIEM | 0 | 0 | 0 | 0 | 1000 |
| 001.067.524.420 | POSTAGE, FREIGHT, ETC. | 0 | 0 | 0 | 0 | 1500 |
| 001.067.524.430 | GASOLINE | 0 | 0 | 0 | 0 | 600 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Building Official Vehicle 40% | 1 | 600 | 600 | | |
| 001.067.524.460 | MAINTENANCE | 0 | 0 | 0 | 0 | 400 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Community Dev Dept 40% | 1 | 400 | 400 | | |
| 001.067.524.520 | SUPPLIES | 0 | 0 | 0 | 0 | 500 |
| 001.067.524.540 | MEMBERSHIP/TRAINING | 0 | 0 | 0 | 0 | 1540 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | ASFPM Membership Dues - BR/AW | 2 | 180 | 360 | | |
| 2024-2025 | FFMA | 2 | 140 | 280 | | |
| 2024-2025 | FFMA Annual Training Conference | 1 | 500 | 500 | | |
| 2024-2025 | Miscellaneous Training | 1 | 400 | 400 | | |
| Department: 067 - COMMUNITY DEVELOPMENT Total: | | 0 | 0 | 0 | 0 | 136039 |

**TOWN OF INDIAN SHORES
LIBRARY**

The expenditures under this section of the budget reflect the following:

571.490 LIBRARY PROMOTIONS covers costs for the Read & Feeds and other events held

571.520 SUPPLY covers the cost for supplies needed by the library.

571.540 MEMBERSHIP records the cost of providing \$75 per year reimbursement to residents that elect to participate in the Pinellas Public Library Cooperative.

571.640 EQUIPMENT covers the cost of any small equipment the library may need.

571.660 BOOKS is where the cost of new book acquisitions are budgeted.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Fund: 001 - GENERAL FUND

Department: 077 - LIBRARY

Expense

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|----------------------------------|------------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| <u>001.077.571.490</u> | LIBRARY PROMOTIONAL | 1,200 | 1,033.62 | 1,200 | 39.98 | 1,200 |
| <u>001.077.571.520</u> | LIBRARY SUPPLIES | 1,500 | 940.06 | 1,500 | 465.86 | 1,500 |
| <u>001.077.571.540</u> | LIBRARY CO-OP MEMBERSHIP REIMBURSE | 2,000 | 1,125.00 | 2,000 | 1,725.00 | 2,000 |
| <u>001.077.571.640</u> | LIBRARY EQUIPMENT | 100 | - | 100 | - | - |
| <u>001.077.571.660</u> | BOOK PURCHASES | 2,500 | 2,889.87 | 2,500 | 2,243.51 | 2,500 |
| Department: 077 - LIBRARY Total: | | 7,300 | 5,988.55 | 7,300 | 4,474.35 | 7,200 |

**TOWN OF INDIAN SHORES
PUBLIC SERVICE DEPARTMENT**

The expenditures under this section of the budget reflect the following:

- 519.100 PERSONAL SERV records the cost of one Public Services Supervisor, senior groundskeeper, and full-time and part-time groundskeeper
- 519.340 CONTRACTUAL SERVICES includes costs for contracted labor
- 519.410 COMMUNICATIONS covers the cost of cellular phones that provide text, photograph, and internet capabilities for reporting things observed in the field and completion of work orders through the Town's Facility Dude program.
- 519.440 RENTALS & LEASES provides for the potential leasing of equipment like scissor lifts, replacement vehicle when fleet vehicles are in the shop.
- 519.460 MAINTENANCE records the cost of any maintenance performed on grounds or facilities that are exclusive of the Muni Center and Public Services Building including Dune Walk Overs, benches, picnic tables, trash pens, etc.
- 519.461 LAWN MAINTENANCE records the cost of services and chemicals to maintain the town's green spaces.
- 519.463 BEACH MAINTENANCE records the cost for beach raking or additional personnel needed to maintain the beach in an extraordinary event.
- 519.464 STORMWATER MAINTENANCE records the cost of bi-annual cleaning of the town's CDS units and costs related to our MS4 Stormwater Permit.
- 519.520 SUPPLY includes the costs of uniforms and miscellaneous consumable items used in maintaining the town's beaches, parks and outdoor facilities.
- 519.525 CIVIL DEFENSE & TIPS GRANT reimburses the town 50% spent on safety equipment up to \$5,000 through our insurance company's TIPS Grant.
- 519.530 EMERGENCY MANAGEMENT is used for potential emergency response expenses.
- 519.640 EQUIPMENT is for small equipment like edgers, chain saws, weed eaters, or other small equipment needed for this department.
- 534.520 COST RELATED TO RECYCLING records the related cost for providing recycling services to the public at the municipal center.
- 575.000 BEAUTIFICATION costs for items paid for by the Beautificaion Fees collected on building permits including American flags, banners, lights, planting materials, mulch, etc.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|---|---|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 088 - PUBLIC SERVICE | | | | | | |
| Expense | | | | | | |
| <u>001.088.519.100</u> | PUBLIC SERV SALARIES | 147569 | 148616.27 | 226060.48 | 151372.96 | 224456 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Groundskeeper | 1 | 36846 | 36846 | | |
| 2024-2025 | Groundskeeper | 1 | 33415 | 33415 | | |
| 2024-2025 | Holiday Pay - December | 4.5 | 200 | 900 | | |
| 2024-2025 | PT Groundskeeper | 1 | 22080 | 22080 | | |
| 2024-2025 | Public Services Supervisor | 1 | 75296 | 75296 | | |
| 2024-2025 | Sr Groundskeeper | 1 | 55919 | 55919 | | |
| <u>001.088.519.220</u> | RETIREMENT CONTRIBUTIONS | 27114 | 27264.48 | 28338 | 17431.8 | 27338 |
| <u>001.088.519.230</u> | LIFE AND HEALTH INSURANCE | 46589 | 45005.44 | 51269 | 26640.33 | 52675 |
| <u>001.088.519.240</u> | WORKERS' COMPENSATION | 19660 | 15631.37 | 17830 | 16410.9 | 18567 |
| <u>001.088.519.340</u> | CONTRACTED LABORERS | 4676.5 | 21319.5 | 12480 | 26714.39 | 15000 |
| <u>001.088.519.400</u> | TRAVEL/PER DIEM | 1000 | 13.4 | 500 | 7.94 | 500 |
| <u>001.088.519.410</u> | COMMUNICATION | 2840 | 2272.89 | 2960 | 2439.37 | 3000 |
| <u>001.088.519.430</u> | GASOLINE | 0 | 0 | 0 | 2965.1 | 5000 |
| <u>001.088.519.440</u> | RENTAL & LEASES | 4380 | 3460 | 5804 | 2538 | 7800 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Miscellaneous Rentals | 1 | 3000 | 3000 | | |
| 2024-2025 | Storage Unit | 1 | 4800 | 4800 | | |
| <u>001.088.519.460</u> | MAINTENANCE | 15000 | 10337.06 | 16802 | 20516.78 | 210465 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | ACF Generator Maintenance | 1 | 1750 | 1750 | | |
| 2024-2025 | AED Inspections (15 x twice/year) | 30 | 7 | 210 | | |
| 2024-2025 | AFA Protective Systems | 1 | 1200 | 1200 | | |
| 2024-2025 | Convergent | 1 | 5500 | 5500 | | |
| 2024-2025 | Doudna's Mowers - Small equip repair | 1 | 4500 | 4500 | | |
| 2024-2025 | Grade Retention Pond - 2nd St & 192nd Ave | 1 | 20000 | 20000 | | |
| 2024-2025 | Grade Retention Pond - MUNI Center | 1 | 5000 | 5000 | | |
| 2024-2025 | Hydraulic Maint for Bucket Truck | 1 | 2500 | 2500 | | |
| 2024-2025 | Kron & West - Misc Repairs | 1 | 8000 | 8000 | | |
| 2024-2025 | Kron & West Maintenance Agreement | 1 | 12523 | 12523 | | |
| 2024-2025 | Marshall Pest Control - Rodent Stations | 12 | 60 | 462 | | |
| 2024-2025 | Miscellaneous Maintenance | 1 | 18000 | 18000 | | |
| 2024-2025 | Otis Elevator & Bureau of Elevator Safety | 1 | 8500 | 8500 | | |
| 2024-2025 | Overhead Door | 1 | 7500 | 7500 | | |
| 2024-2025 | Piper Fire & Oye Barker | 1 | 2500 | 2500 | | |
| 2024-2025 | Securitas - Fire Alarm Monitoring | 12 | 60 | 720 | | |
| 2024-2025 | Spectra Floor Contract - Cleaning | 1 | 7200 | 7200 | | |
| 2024-2025 | Swale Clean - Vista Villas - 192nd to 193rd | 1 | 50000 | 50000 | | |
| 2024-2025 | Terminix | 1 | 3200 | 3200 | | |
| 2024-2025 | Truck Repairs & Maintenance | 1 | 5000 | 5000 | | |
| 2024-2025 | Turtle Bollard Lights | 35 | 1320 | 46200 | | |
| <u>001.088.519.461</u> | LAWN MAINTENANCE | 21250 | 40390.76 | 33250 | 7141.23 | 33000 |
| <u>001.088.519.463</u> | BEACH MAINTENANCE | 10000 | 302.77 | 10000 | 1564.19 | 10000 |
| <u>001.088.519.464</u> | STORMWATER MAINTENANCE | 13000 | 13418.15 | 13000 | 18048.45 | 40000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | CDS Units Cleanout twice per year | 2 | 4000 | 8000 | | |
| 2024-2025 | Other Misc Stormwater Expense | 1 | 32000 | 32000 | | |
| <u>001.088.519.520</u> | SUPPLIES | 26100 | 28551.74 | 29750 | 15230.96 | 35000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Supplies - 88 Dept | 1 | 20000 | 20000 | | |
| 2024-2025 | Supplies - Formerly 44 Dept | 1 | 15000 | 15000 | | |

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|---|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 001 - GENERAL FUND | | | | | | |
| Department: 088 - PUBLIC SERVICE | | | | | | |
| Expense | | | | | | |
| <u>001.088.519.525</u> | CIVIL DEF SUPPLY & TIPS GRANT | 12500 | 6830.7 | 12500 | 10382.4 | 12500 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Miscellaneous Civil Defense Spend | 1 | 2500 | 2500 | | |
| 2024-2025 | TIPS Grant - \$5K Reimburse for \$10K spent | 1 | 10000 | 10000 | | |
| <u>001.088.519.530</u> | EMERGENCY MANAGEMENT | 7500 | 6478 | 7500 | 8598.35 | 10000 |
| <u>001.088.519.540</u> | MEMBERSHIP/TRAINING | 3500 | 1978.67 | 3500 | 550 | 3500 |
| <u>001.088.519.640</u> | EQUIPMENT | 6000 | 4227.94 | 6000 | 5016.72 | 6000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Small Hand Tools | 1 | 2500 | 2500 | | |
| 2024-2025 | Small Power Tools | 1 | 3500 | 3500 | | |
| <u>001.088.521.140</u> | OVERTIME | 4000 | 4990.47 | 8000 | 3747.42 | 8000 |
| <u>001.088.521.210</u> | FICA TAXES | 15956 | 16117.13 | 19711 | 11842.01 | 17777 |
| <u>001.088.534.520</u> | COST RELATED TO SOLID WASTE | 3000 | 2068.71 | 3000 | 1595.9 | 3000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Add'l Dumpster Pickups | 1 | 900 | 900 | | |
| 2024-2025 | Waste Connections Monthly Fee | 12 | 175 | 2100 | | |
| <u>001.088.575.000</u> | BEAUTIFICATION | 11500 | 15365.82 | 15100 | 11011.83 | 15100 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Ornamental Plants and Mulch | 1 | 5500 | 5500 | | |
| 2024-2025 | Ornamental Trees | 3 | 1200 | 3600 | | |
| 2024-2025 | Reclaimed Water | 1 | 6000 | 6000 | | |
| Department: 088 - PUBLIC SERVICE Total: | | 403134.5 | 414641.27 | 523354.48 | 361767.03 | 758678 |

***TOWN OF INDIAN SHORES
INTERFUND TRANSFERS***

The expenditures under this section of the budget reflect the following:

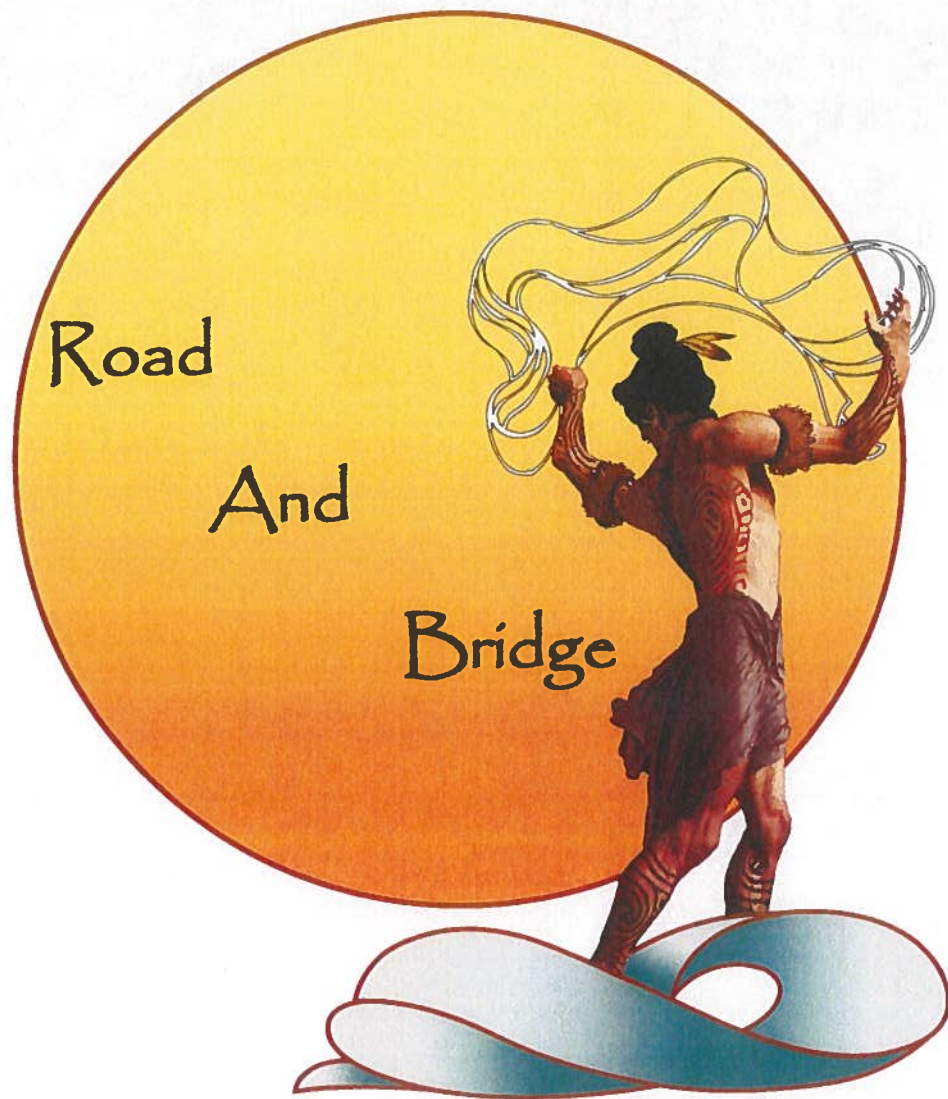
519.381 Transfer to CIP from General Fund

519.382 Transfers are for the Budgeted transfer of Utility Taxes and the CST to the Debt Fund

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
|-----------------------------|--------------------------------|--------------|----------------|--------------|----------------|--------------|
| | | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget |
| Fund: 001 - GENERAL FUND | | | | | | |
| Expense | | | | | | |
| Department: 090 - TRANSFERS | | | | | | |
| <u>001.090.519.381</u> | TRX TO CIP FROM GF | 138,611 | 138,610.50 | 73,000 | - | 516,569 |
| <u>001.090.519.382</u> | TRX TO DEBT SERV UTIL TX & CST | 475,623 | 475,623.00 | 466,484 | - | 443,997 |
| 090 - TRANSFERS Total: | | 614,234 | 614,233.50 | 539,484 | - | 960,566 |



**TOWN OF INDIAN SHORES
ROAD AND BRIDGE**

The Road and Bridge Fund reflects a budget for improvements and maintenance of the roads and beach access, street lighting, traffic light maintenance and electricity. This fund controls the use of the restricted revenues.

There are several revenue sources that are restricted to road and transportation purposes only. The State Revenue Sharing program Section 206.605 (3). 17.9% of the Revenue Sharing Funds are credited to the Road and Bridge Fund.

Local Option Gas Tax funds are distributed by the County on a monthly basis and are credited to the Road and Bridge Fund for road and transportation expenses.

Other funds are credited to the Road and Bridge Fund such as reimbursement from the State and County for the maintenance of traffic signals.

Transportation Impact Fees are charged to offset the cost of additional facilities or services necessary as the result of new development.

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|--------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 011 - ROAD AND BRIDGE | | | | | | |
| Revenue | | | | | | |
| Department: 000 - UNDESIGNATED | | | | | | |
| <u>011.000.335.120</u> | STATE REVENUE SHARING | 6970 | 7786.46 | 6490 | 6147.66 | 6585 |
| <u>011.000.335.490</u> | STREET LT & SIGNAL | 59217 | 59217.38 | 60491 | 62305.56 | 64175 |
| <u>011.000.338.900</u> | COUNTY LOCAL OPT GAS TAX | 19444 | 19725.59 | 24678 | 17731.99 | 23902 |
| <u>011.000.381.001</u> | RD & B FUND BALANCE | 47775 | 0 | 116279 | 0 | 121688 |
| Department: 000 - UNDESIGNATED Total: | | 133406 | 86729.43 | 207938 | 86185.21 | 216350 |
| Revenue Total: | | 133406 | 86729.43 | 207938 | 86185.21 | 216350 |

Expense

Department: 088 - PUBLIC SERVICE

| | | | | | | |
|------------------------|---------------------|-------|----------|--------|----------|--------|
| <u>011.088.541.100</u> | PERS SERV RD/BRIDGE | 9600 | 9600 | 0 | 0 | 0 |
| <u>011.088.541.430</u> | UTILITIES | 98000 | 76316.28 | 84000 | 76216.46 | 80000 |
| <u>011.088.541.460</u> | MAINTENENCE | 25806 | 26654.6 | 123938 | 10399.8 | 136350 |

Budget Detail

| Budget Code | Description | Units | Price | Amount | | |
|---|--|---------------|------------------|---------------|-----------------|---------------|
| 2024-2025 | 186 Ave E - repair sidewalk | 1 | 2600 | 2600 | | |
| 2024-2025 | 186 Ave W - pavement markings | 1 | 500 | 500 | | |
| 2024-2025 | 190 Ave W - repair pervious concrete | 1 | 5800 | 5800 | | |
| 2024-2025 | 191 Ave E - resurface dec sidewalk & inter | 1 | 23000 | 23000 | | |
| 2024-2025 | 192 Ave E - grate, mill and resurface | 1 | 43300 | 43300 | | |
| 2024-2025 | 193 Ave W - replace cracked pervious | 1 | 3500 | 3500 | | |
| 2024-2025 | 199 Ave E - restripe parking | 1 | 600 | 600 | | |
| 2024-2025 | 2 St - resurface excavate & construct | 1 | 22350 | 22350 | | |
| 2024-2025 | 200 Ave W - repair damaged concrete | 1 | 3500 | 3500 | | |
| 2024-2025 | Whispering Pines - resurface & repair | 1 | 31200 | 31200 | | |
| Department: 088 - PUBLIC SERVICE Total: | | 133406 | 112570.88 | 207938 | 86616.26 | 216350 |
| Expense Total: | | 133406 | 112570.88 | 207938 | 86616.26 | 216350 |
| Fund: 011 - ROAD AND BRIDGE Surplus (Deficit): | | 0 | -25841.45 | 0 | -431.05 | 0 |
| Report Surplus (Deficit): | | 0 | -25841.45 | 0 | -431.05 | 0 |



***TOWN OF INDIAN SHORES
FUND 201 DEBT SERVICE***

The Debt Service Fund was previously part of the Capital Fund under the Finance Department

The revenues under this section of the budget reflect the following:

- 000.381.006 Transfer of Revenues from the Communications Sales Tax
- 000.381.007 Transfer of Revenues from the General Fund Utilities Taxes

The expenditures under this section of the budget reflect the following:

- 033.571.000 Refunded Debt 2020 Principal
- 033.572.002 Refunded Debt 2020 Interest

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

| | | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
|---------------------------------------|------------------------------|--------------|----------------|--------------|----------------|--------------|
| | | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget |
| Fund: 201 - DEBT SERVICE | | | | | | |
| Revenue | | | | | | |
| Department: 000 - UNDESIGNATED | | | | | | |
| <u>201.000.381.006</u> | TRX FROM GF - CST | 0 | 0 | 0 | 0 | 5000 |
| <u>201.000.381.007</u> | TRX FROM GF - UTILITY TAX | 0 | 0 | 0 | 0 | 438997 |
| Department: 000 - UNDESIGNATED Total: | | 0 | 0 | 0 | 0 | 443997 |
| Revenue Total: | | 0 | 0 | 0 | 0 | 443997 |
| Expense | | | | | | |
| Department: 033 - FINANCE | | | | | | |
| <u>201.033.571.000</u> | REFUNDED DEBT 2020-PRINCIPAL | 0 | 0 | 0 | 0 | 421241 |
| <u>201.033.572.002</u> | REFUNDED DEBT 2020-INTEREST | 0 | 0 | 0 | 0 | 22756 |
| Department: 033 - FINANCE Total: | | 0 | 0 | 0 | 0 | 443997 |
| Expense Total: | | 0 | 0 | 0 | 0 | 443997 |



Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Fund: 300 - CAPITAL IMPROVEMENT FUND

Revenue

Department: 000 - UNDESIGNATED

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|-------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| <u>300.000.331.203</u> | PC REIMB - GBB BEAUTIFICATION | 100000 | 100000 | 100000 | 100000 | 100000 |
| <u>300.000.335.180</u> | INFRASTRUCTURE TAX | 142590 | 215283.36 | 180969 | 201144.26 | 215000 |
| <u>300.000.381.006</u> | TRX FROM GF - CST | 5000 | 5000 | 0 | 0 | 0 |
| <u>300.000.381.007</u> | TRX FROM GF - UTILITY TAX | 470623 | 470623 | 466483.82 | 0 | 0 |
| <u>300.000.381.008</u> | TRANS - GF RESERVES | 264500 | 0 | 0 | 0 | 0 |
| <u>300.000.381.009</u> | CIP FUND BALANCE | 238696.5 | 0 | 26163 | 0 | 0 |
| <u>300.000.381.100</u> | TRX FROM GF FB TO CIP | 0 | 0 | 0 | 0 | 516569 |
| <u>300.000.381.273</u> | TRX FROM GF TO CIP | 138610.5 | 138610.5 | 73000 | 0 | 0 |
| Department: 000 - UNDESIGNATED Total: | | 1360020 | 929516.86 | 846615.82 | 301144.26 | 831569 |
| Revenue Total: | | 1360020 | 929516.86 | 846615.82 | 301144.26 | 831569 |

Expense

Department: 022 - ADMINISTRATIVE

| | | | | | | |
|--|----------------------------|--------------|-----------------|---------------|----------|---------------|
| <u>300.022.512.650</u> | IT EXPENSES | 66000 | 57181.55 | 0 | 0 | 107569 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | AVI includes new projector | 1 | 85000 | 85000 | | |
| 2024-2025 | Three Servers - CDW-G | 3 | 7523 | 22569 | | |
| Department: 022 - ADMINISTRATIVE Total: | | 66000 | 57181.55 | 0 | 0 | 107569 |

Department: 033 - FINANCE

| | | | | | | |
|---|-----------------------------------|---------------|------------------|------------------|------------------|----------|
| <u>300.033.571.000</u> | REFUNDED DEBT 2020 PRINCIPAL PYMT | 417229 | 417229.07 | 422063.32 | 422063.32 | 0 |
| <u>300.033.572.002</u> | REFUNDED DEBT 2020 INTEREST PYMT | 32935 | 32934.87 | 27857.26 | 27857.15 | 0 |
| Department: 033 - FINANCE Total: | | 450164 | 450163.94 | 449920.58 | 449920.47 | 0 |

Department: 044 - BUILDING MAINTENANCE

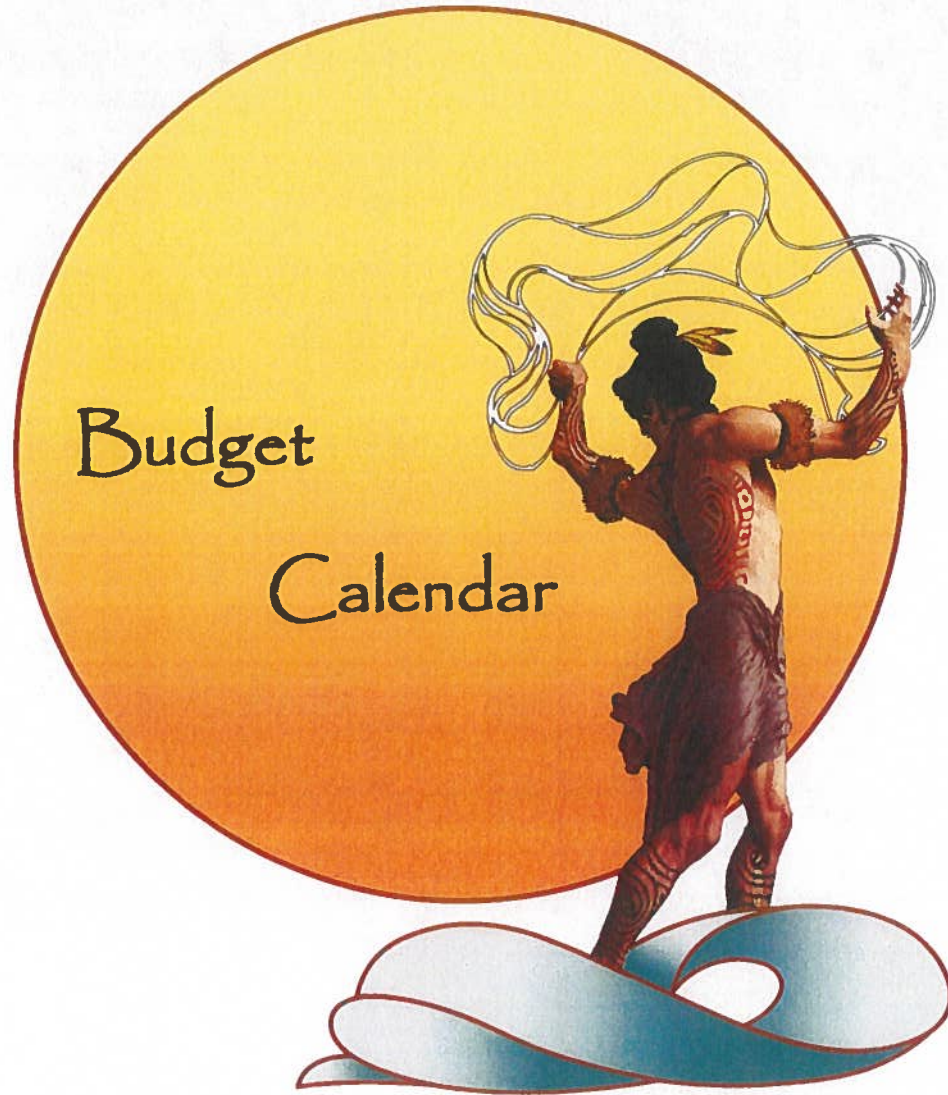
| | | | | | | |
|--|-----------------------|--------------|-----------------|------------------|-----------------|----------|
| <u>300.044.519.702</u> | BUILDING IMPROVEMENTS | 79521 | 67193.36 | 129032.24 | 32974.25 | 0 |
| Department: 044 - BUILDING MAINTENANCE Total: | | 79521 | 67193.36 | 129032.24 | 32974.25 | 0 |

Department: 055 - POLICE

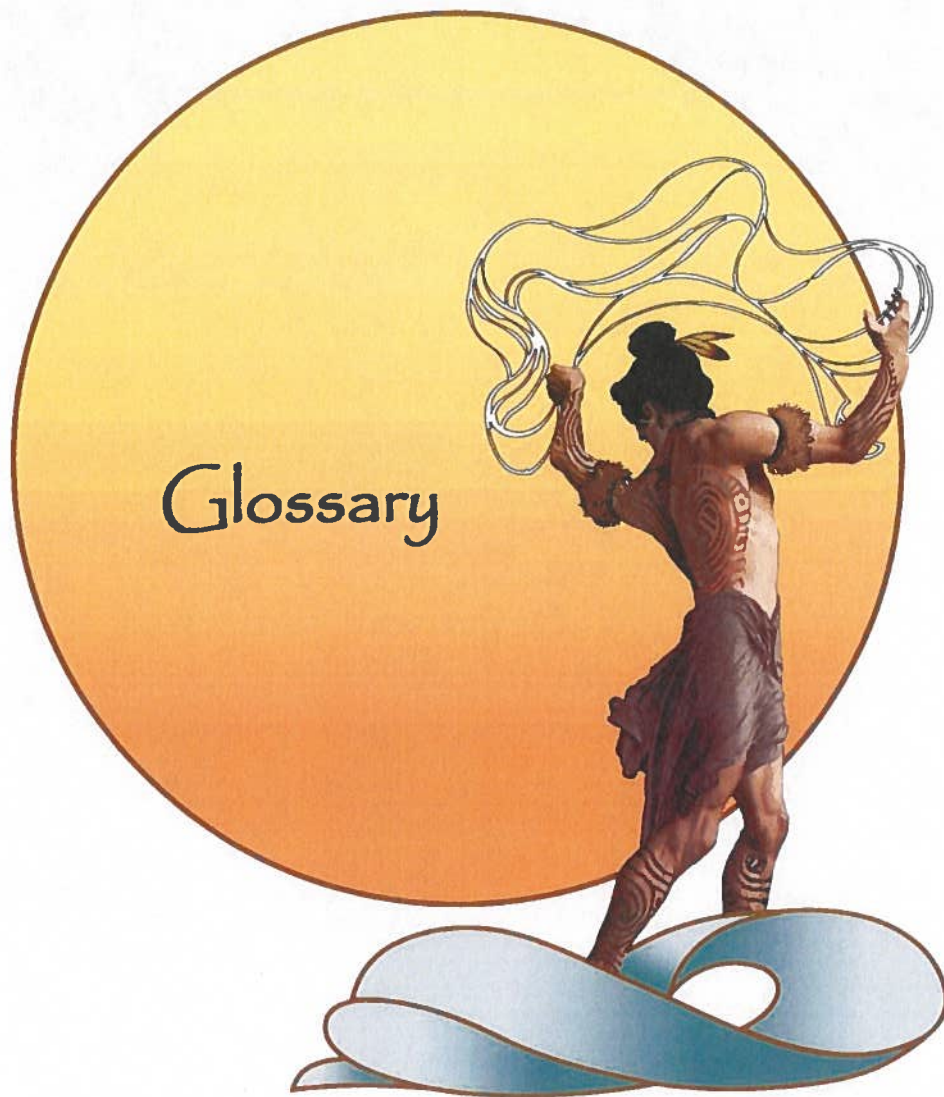
| | | | | | | |
|--|----------------------|---------------|------------------|---------------|---------------|---------------|
| <u>300.055.521.530</u> | EMERGENCY MANAGEMENT | 72100 | 11547.98 | 0 | 36129 | 0 |
| <u>300.055.521.640</u> | PD RADIOS | 0 | 0 | 0 | 0 | 22000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | In-Car | 2 | 6000 | 12000 | | |
| 2024-2025 | Walkie Talkie | 2 | 5000 | 10000 | | |
| <u>300.055.521.641</u> | NEW VEHICLE | 248355 | 440017.76 | 60000 | 94342.12 | 268000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | New Vehicles | 4 | 67000 | 268000 | | |
| <u>300.055.521.643</u> | OTHER EQUIPMENT | 148300 | 90394.87 | 57000 | 38840.88 | 34000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | In-Car Cameras | 2 | 6000 | 12000 | | |
| 2024-2025 | Laptops & Printers | 2 | 6000 | 12000 | | |
| 2024-2025 | Tasers | 2 | 5000 | 10000 | | |
| Department: 055 - POLICE Total: | | 468755 | 541960.61 | 117000 | 169312 | 324000 |

| | | 2022-2023 Total Budget | 2022-2023 Total Activity | 2023-2024 Total Budget | 2023-2024 Total Activity | 2024-2025 Total Budget |
|--|---|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| Fund: 300 - CAPITAL IMPROVEMENT FUND | | | | | | |
| Department: 056 - EMERGENCY MANAGEMENT | | | | | | |
| <u>300.056.521.643</u> | EMERGENCY MGMT OTHER EQUIPMENT | 0 | 0 | 0 | 0 | 20000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | Emergency Mgmt Sign Board | 1 | 20000 | 20000 | | |
| Department: 056 - EMERGENCY MANAGEMENT Total: | | 0 | 0 | 0 | 0 | 20000 |
| Department: 066 - BUILDING | | | | | | |
| <u>300.066.519.272</u> | NEW VEHICLE | 0 | 0 | 0 | 43091.45 | 0 |
| Department: 066 - BUILDING Total: | | 0 | 0 | 0 | 43091.45 | 0 |
| Department: 088 - PUBLIC SERVICE | | | | | | |
| <u>300.088.519.272</u> | NEW VEHICLE | 0 | 0 | 0 | 44560.45 | 0 |
| <u>300.088.519.460</u> | MAINTENANCE | 125000 | 0 | 0 | 0 | 0 |
| <u>300.088.519.643</u> | OTHER EQUIPMENT | 0 | 0 | 0 | 0 | 80000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | 3 Electronic Signs - Muni Ctr, Tiki & Nature Park | 1 | 80000 | 80000 | | |
| <u>300.088.519.676</u> | PAVILION ELEC/FANS | 4000 | 2858.33 | 0 | 0 | 0 |
| <u>300.088.519.677</u> | HOLIDAY DECORATIONS | 7080 | 0 | 0 | 0 | 0 |
| <u>300.088.519.700</u> | PARKS, BEACH ACCESS IMPROVE | 59500 | 0 | 101163 | 114562.73 | 0 |
| <u>300.088.519.702</u> | BUILDING IMPROVEMENTS | 30000 | 0 | 0 | 8965 | 300000 |
| Budget Detail | | | | | | |
| Budget Code | Description | Units | Price | Amount | | |
| 2024-2025 | HVAC Resplacements - 7 split systems | 1 | 150000 | 150000 | | |
| 2024-2025 | Public Services Storage Building | 1 | 150000 | 150000 | | |
| <u>300.088.519.885</u> | LIGHTING | 55000 | 0 | 0 | 0 | 0 |
| <u>300.088.519.888</u> | GBB ARTS | 0 | 17280.78 | 0 | 0 | 0 |
| <u>300.088.519.903</u> | PUBLIC SERV EQUIPMENT | 9000 | 9894.04 | 49500 | 44430.91 | 0 |
| <u>300.088.519.904</u> | TOWN SIGNS - MISC | 0 | 16985 | 0 | 0 | 0 |
| Department: 088 - PUBLIC SERVICE Total: | | 289580 | 47018.15 | 150663 | 212519.09 | 380000 |
| Expense Total: | | 1354020 | 1163517.61 | 846615.82 | 907817.26 | 831569 |
| Fund: 300 - CAPITAL IMPROVEMENT FUND Surplus (Deficit): | | 6000 | -234000.75 | 0 | -606673 | 0 |
| Report Surplus (Deficit): | | 6000 | -234000.75 | 0 | -606673 | 0 |

| ACCOUNT | | FY 23-24 | FY 24 - 25 | FY 25 - 26 | FY 26 - 27 | FY 27 - 28 |
|------------------|---|-------------------|-------------------|---------------------|---------------------|---------------------|
| | REVENUES | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | Dept. 000.000 - UNDESIGNATED | | | | | |
| 300-000.331.203 | PC REIMB - GBB BEAUTIFICATION | 100,000.00 | 100,000.00 | | | |
| 300-000.335.180 | 1/2 CENT SALES/INFRA/LOCAL OPT (based on pop.) | 180,969.00 | 215,000.00 | | | |
| 300-000.381.006 | TRANS FROM GF - COMM SVC TAX | | | | | |
| 300-000.381.007 | TRANS FROM GF - UTILITY TAX | 466,483.82 | | | | |
| 300-000.381.273 | TRANS FROM GF TO CIP | 73,000.00 | | | | |
| 300-000.381.009 | TRANS FROM CIP FB | 26,163.00 | | | | |
| 300.000.381.100 | TRANS FROM GF FB TO CIP | | 516,569.00 | | | |
| | TOTAL REVENUES | 846,615.82 | 831,569.00 | 0.00 | 0.00 | 0.00 |
| ACCOUNT | EXPENDITURES | FY 23-24 | FY 24 - 25 | FY 25 - 26 | FY 26 - 27 | FY 27 - 28 |
| | | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | Dept. 033 - FINANCE | | | | | |
| 300-033.572.000 | REFUNDED DEBT - PRINCIPAL | 422,063.32 | Debt Fund 201 | Debt Fund 201 | Debt Fund 201 | Debt Fund 201 |
| 300-033.572.002 | REFUNDED DEBT - INTEREST | 27,857.26 | Debt Fund 201 | Debt Fund 201 | Debt Fund 201 | Debt Fund 201 |
| | Dept. 022 - Administration | | | | | |
| 300.022.512.650 | Sound System for Council Chambers | | 85,000.00 | | | |
| 300.022.512.650 | Three Servers - CDW | | 22,569.00 | | | |
| | Ice Machine - Community Room | | | 5,000.00 | | |
| | Building Envelope | | | | | 70,000.00 |
| | Paint Interior of Muni Center | | | | | 22,000.00 |
| 300-055 | Dept. 055 - POLICE DEPARTMENT | | | | | |
| 300.055.521.640 | MACHINERY & EQUIPMENT | | | | | |
| | In-Car Radios | | 12,000.00 | | | |
| | Walkie Talkie | | 10,000.00 | | | |
| 300.055.521.641 | NEW VEHICLES | | | | | |
| | New Vehicle's | 60,000.00 | 268,000.00 | 60,000.00 | 60,000.00 | 60,000.00 |
| 300.055.5521.643 | OTHER EQUIPMENT | | | | | |
| | In-Car Cameras | 12,000.00 | 12,000.00 | | | |
| | Radios | 10,000.00 | | | | |
| | Laptop & Printers | | 12,000.00 | | | |
| | ATV 4x4 Mule | | | 54,000.00 | | |
| | Tasers | | 10,000.00 | | | |
| 300-056 | EMERGENCY MANAGEMENT | | | | | |
| 300.056.521.643 | Emergency Mgmt Sign Board | | 20,000.00 | | | |
| | Dept. 088 - PUBLIC SERVICE | | | | | |
| 300-088.519.272 | NEW VEHICLE | | | | | |
| | Excavator/Tractor | | | | | |
| | Ford F-150 (2013) | | | | | |
| | John Deere Gator (2012) | | | | | |
| | Ford F-250 | | | | | 50,000.00 |
| 300-088.519.460 | MAINTENANCE | | | | | |
| | Stormwater Cleanout 192 - 193 Ave. E. | Gen'l Fund 088 | | | | |
| | Swale adjacent to Tennis Court | Gen'l Fund 088 | | | | |
| | Tennis Court Resurface & Restripe (2019) | | | 10,000.00 | | |
| 300.088.519.643 | OTHER EQUIPMENT | | | | | |
| | Three (3) Electronic Message Boards | | 80,000.00 | | | |
| 300-088.519.700 | PARKS, BEACH ACCESS IMPROV | | | | | |
| | E.D. Williams Park - BBQ | 25,000.00 | | | | |
| | E.D. Williams Park - Shade Structure | 50,000.00 | | | | |
| | Amenities for McEwen Park - Gazebo/Kayak Launch | | | 50,000.00 | | |
| | E.D. Williams Park - New Playground Equipment | 101,163.00 | | | | |
| 300-088.519.702 | Dept. 088 - BUILDING MAINTENANCE | | | | | |
| | MUNI CTR IMPROVEMENTS | | | | | |
| | HVAC - Balance on Contract OAU#3 | 4,032.24 | | | | |
| | Replacement HVAC | 65,000.00 | 150,000.00 | 70,000.00 | 70,000.00 | 70,000.00 |
| | Reconfigure Generator | 60,000.00 | | | | |
| | New Storage Building | | 150,000.00 | | | |
| 300-088.519.885 | LIGHTING | | | | | |
| | Town Square Area (29 Lights) | | | | | |
| | Tennis Courts & Other Exterior Lights | | | | | |
| 300-088.519.903 | PUBLIC SERV EQUIPMENT | | | | | |
| | Mower | 11,500.00 | | | | |
| 300-088-519.904 | TOWN SIGNS - MISC. | | | | | |
| | Storm Surge Signs | | | | | |
| | Replace Electronic Sign | | | | | |
| | Town Square Signs 193,192,191 | | | | | |
| | TOTAL EXPENDITURES | 848,615.82 | 831,569.00 | 249,000.00 | 130,000.00 | 272,000.00 |
| | BUDGET SHORTFALL | 2,000.00 | 0.00 | (249,000.00) | (130,000.00) | (272,000.00) |



| 2025 BUDGET CALENDAR | | |
|-----------------------------------|--|-----------------------------|
| Date | Description | Reference |
| June 1 | Property Appraiser provides Estimate of Taxable Values. | 200.065(8) |
| July 1 | Property Appraiser delivers certification of taxable value (DR-420) to taxing authorities. (If roll cert date is earlier, July 1 will be used to determine time periods & deadlines.Fla. Stat. s. 200.065(12); FL Admin Code r. 12D-17.003(2) & 17.008 | 193.023(1) 200.065(1) |
| July 30 | Finance Director notifies Property Appraiser of proposed millage rate, date/time and place of 1st public hearing (return completed DR-420) | 200.065(2)(b) |
| July 31 Wednesday | Administrative & Finance Committee Meeting CPI Recommendation/Council Approval to build FY24/25 budget | |
| August 13 Tuesday | Council Workshop/Council Meeting Review of Preliminary Budget for FY24/25 | |
| August 19 | Property Appraiser mails TRIM notices | 200.065(2)(b) |
| August 27 Tuesday | Council Workshop Review of Preliminary Budget for FY24/25 | |
| <i>September 5 Thursday</i> | <i>Pinellas County BCC budget hearing</i> | 200.065(2) |
| <i>September 10 Tuesday</i> | <i>School Board budget hearing</i> | 200.065(2) |
| September 11 Wednesday | Council Workshop/Meeting - 1st Public Hearing to adopt a tentative millage rate and FY2024-2025 Budget | 200.065(2)(d) |
| September 13 | Deadline for Taxpayers to file a petition with the Value Adjustment Board (within 25 days after TRIM Mailing) | 194.011(3)(d) |
| Wednesday September 18 | Publish Budget Advertisement of the Town's intent to hold the final Public Hearing to adopt the final budget and millage rate | 200.065(2)(d) 200.065(3) |
| <i>September 19 Thursday</i> | <i>Pinellas County BCC budget hearing (final)</i> | 200.065(2) |
| September 23 Monday | Special Council Meeting - 2nd Public Hearing to adopt final millage rate and FY 2024-2025 budget | 200.065(2)(d) |
| September 26 | Finance Director forwards millage rate to Property Appraiser, Tax Collector, & DOR (within 3 days after adoption of resolution or ordinance) | 200.065(4) |
| September 30 | <u>Property Appraiser</u> delivers <u>DR-422</u> to taxing authorities | 200.065(6) |
| October 2 | Value Adjustment Board meets for first certification of tax rolls | 193.122(1) |
| October 3 | Finance Director returns completed DR-422 | 200.065(6) |
| October 4 | Property Appraiser extends roll to Tax Collector | |
| Mid October TBD | Value Adjustment Board hearings begin | 194.032(1)(a), (c) |
| October | Finance Director certifies compliance to DOR (no later than 30 days after adoption) | 200.068 |
| October 31 | Tax Collector mails tax bills | 197.322(3) |
| TBD | Value Adjustment Board meets for second certification of tax rolls | 193.122(3) |



The following definitions of terms are provided to aid in understanding the terminology employed in the text of the budget and other financial documents.

Account Number:

A system of numbering used to categorize or “group” accounting transactions into common areas, such as salaries, rent, and utilities expense. Account numbers are the numerical equivalent of descriptive terms, e.g., the number .12 represents the account number for regular salaries.

Accounting Period:

A period at the end of which, and for which, financial statements, budgets, or other reports are prepared, typically an annual period. The Town’s annual accounting period begins October 1 and ends September 30.

Accounting Procedures:

All processes which identify, record, classify and summarize financial information to produce financial records.

Accounting System:

The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

Accrual Basis:

The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Ad Valorem Tax:

A tax levied on the assessed value of real property. This tax is also known as property tax.

Appraise:

To make an estimate of value, particularly of the value of property. If the property is valued for purposes of taxation, the less-inclusive term “assess” is substituted for this term.

Appropriation:

An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose. An appropriation is usually limited in amount and as to the time when it may be expended.

Assessed Valuation:

A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assessment:

- (1) The process of making the official valuation of property for purposes of taxation.
- (2) The valuation placed upon property as a result of this process.

Available (Unassigned) Fund Balance:

This refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

Balanced Budget:

A budget in which planned funds available equal planned expenditures.

Bond:

A written promise to repay a specified sum of borrowed money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter typically runs for a longer period of time.

Budget:

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Budgetary Basis:

Actual expenditures adjusted by the change in the end reserve for encumbrances.

Budgetary Control:

The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital:

Any item with an expected life of more than two years and a value of more than \$5,000, such as automobiles, trucks, furniture, buildings, land, etc.

Capital Improvement Program:

A plan for purchasing capital expenditures over a period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have part and specifies the full resources estimated to be available to finance the projected expenditures.

Consumer Price Index (CPI):

A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living, i.e., economic inflation.

Cost Allocation:

A method used to charge Internal Service Funds and Enterprise Funds for their share of central administration costs.

Debt Service:

The payment of principal and interest on borrowed funds, such as bonds.

Deficit:

An excess of liabilities and reserves of a fund over its assets.

Depreciation:

The decrease in value of physical assets due to use and the passage of time.

Encumbrance:

An amount of money committed for the payment of goods and services not yet received or paid for.

Enterprise Fund:

A self-supporting fund designed to account for activities supported by user charges; examples are Parking, Water, Solid Waste and Sewer Funds.

Entitlement:

The amount of payment to which a state or local government is entitled as determined by the Federal government pursuant to an allocation formula contained in applicable statutes.

Fiscal Year:

A 12-month period to which the annual operating budget applies, and at the end of which, a government determines its financial position and the results of its operations. For the Town, the fiscal year begins October 1 and ends September 30.

Fixed Assets:

Assets of a long-term character which are not intended to be sold for profit, but which are to be used in an organization's normal course of business, such as land, buildings, improvements other than buildings, machinery and equipment.

Franchise:

A special privilege granted by a government permitting the continuing use of public property, such as town streets, and usually involving the elements of monopoly and regulation.

Full-Time Equivalent (FTE):

Equates part-time and temporary positions to full-time positions based on a 2,080-hour work year. A position which works 20 hours per week (1,040 per year) equals .5 FTE.

Full-Time Position:

A position which qualifies for full Town benefits, usually required to work 35 hours per week.

Fund:

A set of interrelated accounts to record assets, liabilities, equity, revenues, and expenditures associated with a specific purpose.

Fund Balance:

The fund equity (excess of assets over liabilities) of governmental funds and trust funds.

Fund Type:

In governmental accounting, all funds are classified into eight generic fund types; General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

GAAP:

Generally accepted accounting principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

General Fund:

A fund containing revenues such as property taxes not designated by law for a special purpose. Some of the departments that are part of the General Fund include Town Administration, Finance, Building, Parking, Police, and Public Services.

General Obligation Bonds:

Bonds for the payment of which the full faith and credit of the issuing government are pledged.

Grants:

Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity or facility.

Homestead Exemption:

Pursuant to the Florida State Constitution, the first \$25,000 of assessed value of a home which the owner occupies as principal residence and up to an additional \$25,000 of assessed value as approved by voters in January 2008 is exempt from the property tax.

Intergovernmental Revenues:

Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Lease-Purchase Agreements:

Contractual agreements which are termed "leases", but which, in substance, amount to installment purchase contracts.

Levy:

(Verb) To impose taxes, special assessments or service charges for the support of governmental activities.

(Noun) The total amount of taxes, special assessments or service charges imposed by a government.

Liabilities:

Debts or other legal obligations arising out of transactions in the past which must be liquidated renewed or refunded at some future date. This term does not include encumbrances.

Millage:

The tax rate on real property based on \$1 per \$1,000 of assessed property value.

Modified Accrual Basis:

The accrual basis of accounting adapted to the governmental fund type. It is a modified version of the full accrual basis of accounting that, in general, measures financial flow (tax and spend) of an organization, rather than capital accumulation (profit or loss).

Operating Budget:

Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled. The use of an annual operating budget is usually required by law.

Operating Costs:

Outlays for such current period items as expendable supplies, contractual services, and utilities.

Ordinance:

A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution.

Other Costs:

Refers to costs which are not personnel, operating or capital in nature, such as debt service and transfers between funds.

Pay-As-You-Go Basis:

A term used to describe the financial policy of a government which finances all of its capital outlays from current revenues rather than by borrowing. A government which pays for some improvements from current revenues and others by borrowing is said to be on a partial or modified pay-as-you-go basis.

Part-Time Position:

Part-time employees work less than 35 hours per week and are not entitled to full-time employee benefits.

Personnel Costs:

Refers to all costs directly associated with employees, including salaries and fringe benefits.

Program:

A program is a distinct, clearly identifiable activity, function, cost center, or organizational unit which is budgeted as a sub-unit of a department. A program budget utilizes the separate program budgets as its basic component.

Property Tax:

A tax levied on the assessed value of real property. This tax is also known as ad valorem tax.

Purchase Order:

A document which authorizes the delivery of specified merchandise or the rendering of certain services, establishes their cost, and creates a commitment on both the provider and receiver of the product or service.

Reclassification:

The moving of an existing position from one personnel classification (title) to another based on a study by the Personnel Department or a consultant that the person is performing the duties of a classification other than that in which the employee is currently placed.

Committed:

(1) An account used to earmark a portion of fund balance for a particular purpose.

Restricted:

(1) An account used to earmark a portion of fund balance as legally segregated for a specific future use.

Resolution:

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Retained Earnings:

An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

Revenue Bonds:

Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property.

Revenues:

An increase in the assets of a fund which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability or a decrease in assets, and does not represent a contribution of fund capital to enterprise or in internal service funds.

Rolled-Back Millage Rate:

Under Florida law, as property values are increased each year by the property appraiser due to inflation, the Town property tax rate is automatically reduced proportionately so that the Town does not automatically derive additional revenue. All property tax rate changes are calculated using the rolled-back rate as the base.

Special Assessment:

A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Surplus:

An excess of the assets of a fund over its liabilities and reserved equity.

Tax Rate:

The amount of tax stated in terms of a unit of the tax base; for example, 25 mills per dollar of assessed valuation of taxable property.

Tax Rate Limit:

The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll:

The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases, the two can be distinguished.

Taxable Value:

The assessed value of property minus the homestead exemption and any other exemptions which may be applicable.

Temporary Position:

A temporary position is filled for a specified period of time, is not permanent in nature, and does not qualify for regular Town benefits.

Trust Funds:

Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other government and/or other funds.

User Charges:

The payment of a fee for direct receipt of a public service by the party benefiting from the service.