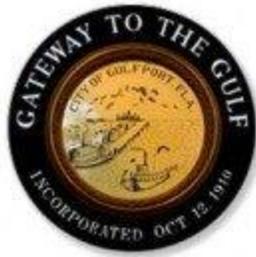


City of Gulfport, Florida

Gateway to the Gulf



FISCAL YEAR
2013 – 2014 ADOPTED
BUDGET

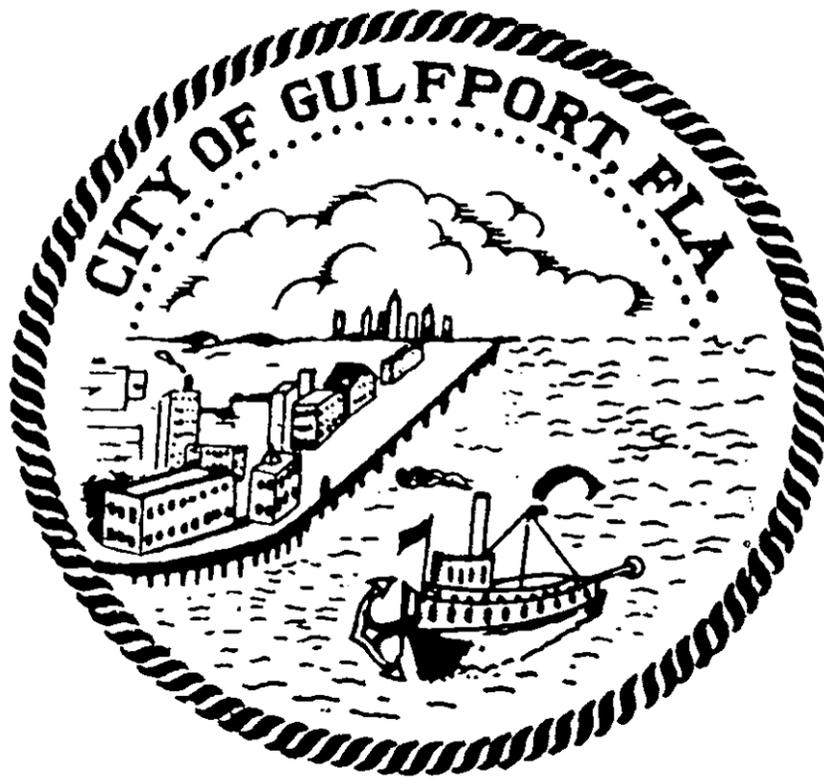


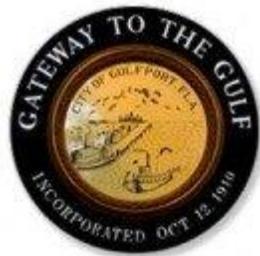
MISSION STATEMENT

MISSION STATEMENT

OF THE CITY OF GULFPORT

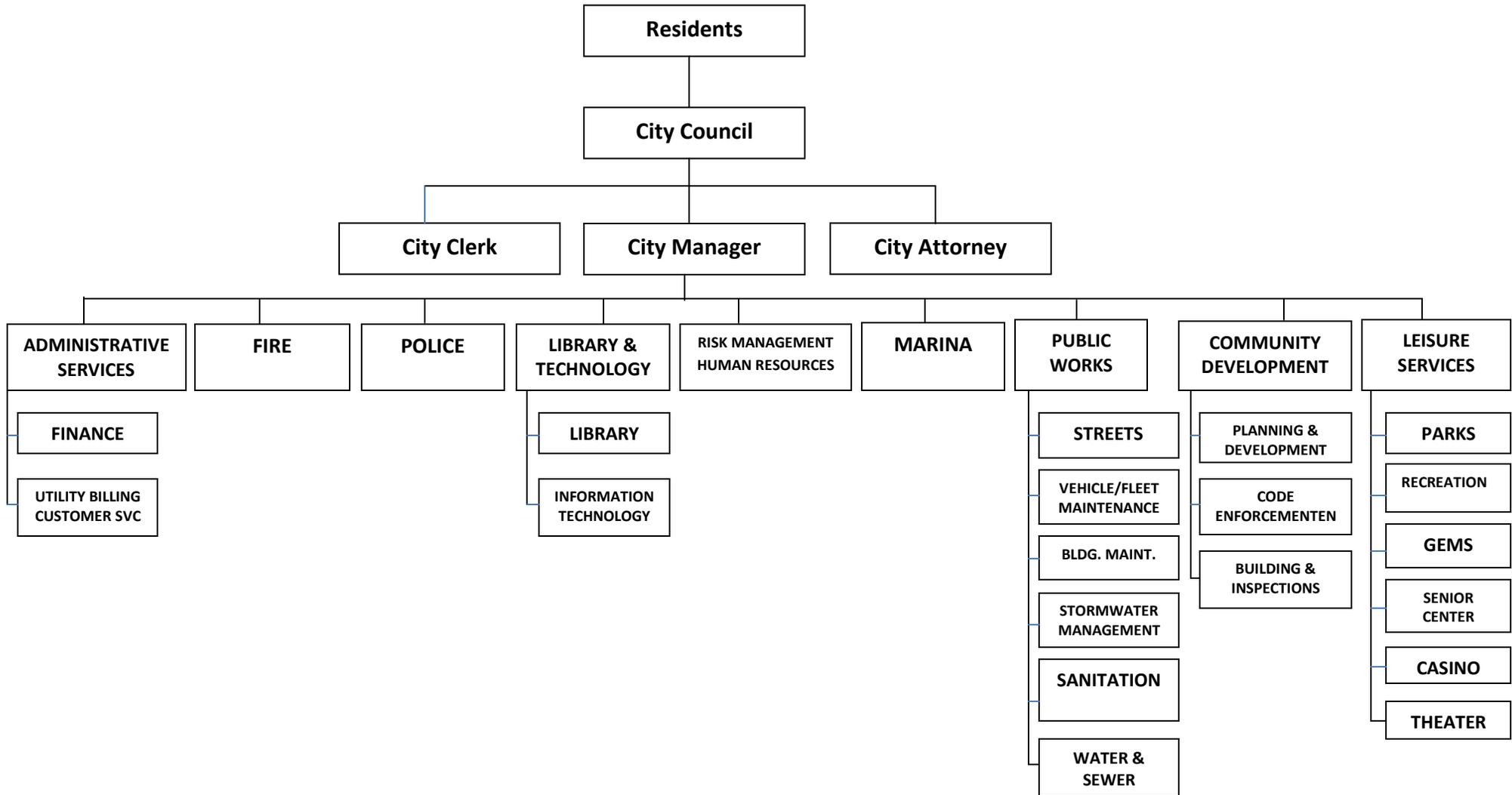
The City of Gulfport is established for the benefit of its citizens and shall provide for the health, welfare and safety of those collective persons. Special attention shall be devoted to improving the City's appearance, maintaining public facilities and infrastructure, and ensuring citizen safety and quality of life via a fair and equitable system of citizen involvement and input. Moreover, the City shall provide a positive administration of laws and ordinances governing individual activities and requests. It is the intention of the City not to be an obstacle, but to be a vehicle for citizen's solution to problems and individual needs.





ORGANIZATIONAL CHART

Fiscal Year 2014 - City of Gulfport Organizational Chart



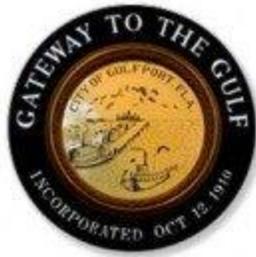
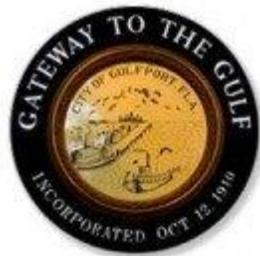


TABLE OF CONTENTS

TABLE OF CONTENTS

<i>Executive Summary</i> _____	A
<i>Mission Statement</i> _____	2
<i>Organizational Chart</i> _____	5
<i>Table of Contents</i> _____	7
<i>Financial Policies</i> _____	8
<i>Funds Analysis</i> _____	13
<i>Revenues</i> _____	18
General Fund Revenues _____	19
Enterprise Fund Revenues _____	22
Special Revenue Fund Revenues _____	24
<i>Expenditures</i> _____	25
General Fund Expenditures _____	26
Enterprise Fund Expenditures _____	29
Special Revenue Fund Expenditures _____	30
<i>City Council</i> _____	31
<i>City Clerk</i> _____	36
<i>City Attorney</i> _____	42
<i>City Manager</i> _____	45
<i>Police</i> _____	50
<i>Fire</i> _____	60
<i>Risk Management & Human Resources</i> _____	67
<i>Administrative Services</i> _____	73
<i>Information Technology</i> _____	80
<i>Community Development</i> _____	86
Planning & Development _____	86
Building Inspection _____	92
Code Enforcement _____	98
49 th Street Redevelopment District _____	104
Waterfront Redevelopment District _____	109
<i>Public Works</i> _____	115
Department Director _____	115
Streets _____	121
Building Maintenance _____	126
Vehicle Maintenance _____	131
Sanitation _____	136
Sewer _____	142
Water _____	148
Stormwater _____	154
<i>Leisure Services</i> _____	160
Director/Technical Events _____	160
Recreation _____	162
Parks _____	168
Senior Center _____	174
GEMS _____	180
Casino _____	185
Theater _____	192
<i>Library</i> _____	198
<i>Marina</i> _____	205
<i>Capital Improvement Program</i> _____	212
<i>Compensation Administration</i> _____	224
<i>Budget Guide</i> _____	231
<i>Glossary</i> _____	239



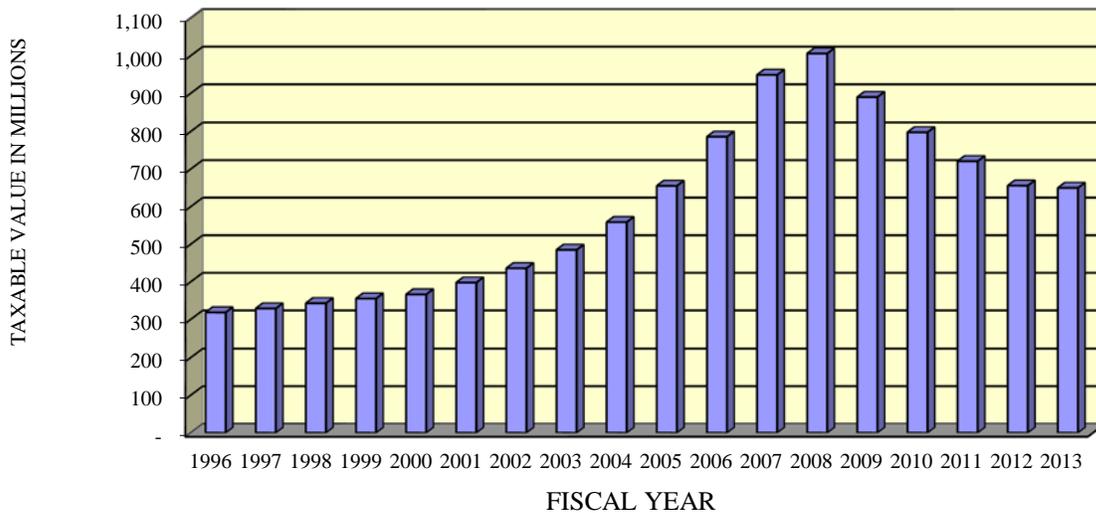
FINANCIAL POLICIES

**FINANCIAL POLICIES
CITY OF GULFPORT
FY 2013/2014**

FY 2014 Financial Summary

For FY 2014, the taxable value of real and personal property within the City of Gulfport increased by .92%. As indicated below, this represents an increase in taxable value of existing properties of \$5,500,304 (.85%) and of tangible property of \$472,298 (.07%) and an increase of \$1,387,498 in value of new construction. Property Tax revenue, as required by Sec. 200.065, Florida Statutes, must be estimated at a minimum collection rate of 95% for budgeting purposes. A collection rate of 95% is used in Gulfport for budgeting purposes.

TAXABLE PROPERTY VALUES

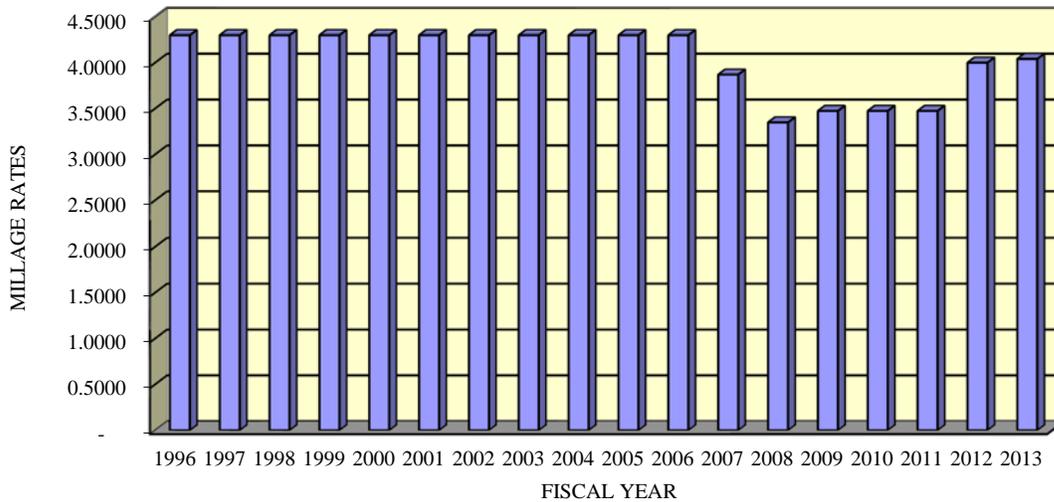


TAXABLE VALUES

Valuation Component	Taxable Valuation
FY '13 Gross Taxable Value	\$649,774,153
FY '13 Net of New Construction & Deletions	923,707
FY '13 Net Increases in Value of Existing Property	5,972,602
TOTAL INCREASE:	6,896,309
FY '13 Gross Taxable Valuation	\$ 655,746,755
Increase from FY '12 of Existing Property	.92%

The millage rate of 4.039 mills per \$1000 of assessed property value was adopted by City Council for FY 2012-13. The adopted rate of 4.039 mills for FY 2013-14 represents a .76% increase above the rolled-back rate of 4.0087 mills for FY 2013-14 and maintains the same ad valorem rate as in FY 12-13. Beginning in FY 2006-07 the City of Gulfport lowered the millage rate from the historic rate of 4.3 mills, until 2011 when it was raised to 4.0 to offset continued decreases in assessed property valuations. The graph below highlights the adopted millage rates with this year's proposed millage rate from FY 1995 thru FY 2013.

MILLAGE RATES



The City of Gulfport has a population of 12,220 and is approximately 2.8 square miles in area. The City is located in Pinellas County and is bordered on the north and east by the City of St. Petersburg. To the south is Boca Ciega Bay. The western side of the City is bordered by the City of South Pasadena. The elevation of the City varies from eight feet above mean sea level (msl) to sea level. One third of the City lies within the 100-year flood zone.

The Town of Gulfport was incorporated on October 12, 1910. In 1915, the municipal corporation of the Town of Gulfport was established under the provisions of the Laws of Florida, Chapter 7166. The name change to the City of Gulfport occurred in 1951 when the population of the Town exceeded 2,500. The present charter was adopted on February 2, 1960. The City is a political subdivision of the State of Florida, operating under a Council/Manager form of government, with 4 Councilors and 1 Mayor elected in non-partisan, at-large elections. Councilors serve two-year terms, while the Mayor serves a three-year term. The City of Gulfport does not have term limits.

The City of Gulfport recognizes the need to maintain sound fiscal policies that will support the City's Financial Management Program.

General Fiscal Policy: The Annual Operating Budget of the City of Gulfport balances the public service needs of the community with the fiscal resources of the City. It is intended to achieve the goals and objectives established by the Council for the next fiscal year. Special emphasis is placed on the City's public safety, environmental health, physical appearance and quality of life, while maintaining a friendly neighborhood atmosphere.

The City has made a commitment to fiscal responsibility, and in so doing, is required to adopt a balanced operating budget as the cornerstone of this commitment. As a result, proposed operating expenditures (personal services, contracts, commodities, supplies, capital outlay, outside agency support, and transfers) will be primarily funded with revenues or income estimates that can reasonably and normally be projected to be received during the fiscal year. The City will adopt an annual General Fund budget in which expenditures, net of pay-as-you-go capital project contributions, do not exceed projected revenues and available reserves.

- Long-term borrowing will not be used to finance current operations or routine maintenance.
- The City has a debt free policy. The only loans made are those between funds for capital expenditure items.
- The City will not issue tax or revenue anticipation notes.
- The City will strive to maintain a high reliance on pay-as-you-go financing for its capital improvements.
- The City will maintain an unreserved General Fund balance at a level not less than twenty-five (25) percent of previous fiscal year General Fund expenditures.
- To the extent that unreserved General Fund balance exceeds twenty-five (25) percent of the previous fiscal year General Fund expenditures at the Fiscal Year end, the City may draw upon the fund balance as approved by the City Council.

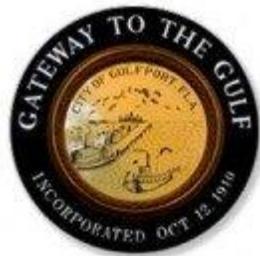
Budget Development: When developing the annual budget, City Administration is guided by the following principles:

- Maintain the overall quality of life for residents.
- Maintain the quality and variety of services provided.
- Meet current infrastructure maintenance needs before acquiring or building additional infrastructure.
- Review operating surpluses or losses in enterprise funds to identify the sufficiency of user charges and ensure that they are self supporting.

- Utilize the most restrictive funding sources, if more than one source is available for a project. For example, Local Option Gas Tax funds should be used for an eligible project before the use of Local Option Sales Tax is considered.
- Consider not just the first year cost of a spending decision, but the long-term financial implications.

Capital Improvement Program:

- A Five-Year Capital Improvement Program will be developed annually to analyze all anticipated capital expenditures by year.
- The capital improvements program will incorporate in its projections of expenditures and funding sources any amounts relating to previous year's appropriations, which have yet to be expended.
- The first year of the Five-Year Service and Capital Plan will be used as the basis for developing the annual budget. During the budget preparation process, programs and projects for the "current" fiscal year will be reevaluated, surpluses and cost over-runs estimated, and the results thereof included in the budget for the next fiscal year.



FUND ANALYSIS

2014 FUND ANALYSIS
General Fund

Unassigned Beginning Fund Balance **\$ 4,346,495**

Funding Sources:

Estimated Revenues	\$ 8,858,248
Transfers from Other Funds	
<i>Marina PILOT</i>	391,980
<i>Marina Loan Payment</i>	80,000
<i>Sanitation PILOT</i>	659,751
<i>Utilities PILOT</i>	516,901
<i>Enterprise Funds 10% Overhead</i>	923,488

Total – All Funding Sources **\$ 11,430,368**

Appropriations:

Police Services	\$ 3,711,184
Fire & EMS Services	1,461,763
Council and Clerk	295,228
Legal	87,500
City Manager	328,733
Administrative Services/Personnel	562,674
Information Technology	144,995
Community Development	618,059
Leisure Services	2,696,831
Public Works	1,519,128

Total Appropriations **\$ 11,426,095**

Ending Fund Balance **\$4,350,768**

Less Loan to Marina Fund for Capital Project 880,000

Ending Fund Balance After Loan **\$3,470,768**

Local Law Enforcement Trust Fund

Beginning Fund Balance **\$ 20,900**

Funding Sources:

Estimated Revenue	\$3,000
-------------------	---------

Total All Funding Sources **\$ 3,000**

Appropriations:

Expenditures	\$14,000	
Total Appropriations		<u>\$ 14,000</u>
Ending Fund Balance		<u>\$ 9,900</u>

Federal Justice Trust Fund

Beginning Fund Balance		<u>\$ 83,286</u>
Funding Sources:		
Estimated Revenue	\$25,000	
Total All Funding Sources		<u>\$ 25,000</u>
Appropriations:		
Expenditures	\$48,000	
Total Appropriations		<u>\$ 48,000</u>
Ending Fund Balance		<u>\$ 60,286</u>

Waterfront Redevelopment Fund

Beginning Fund Balance		<u>\$ 25,068</u>
Funding Sources:		
Estimated Revenue	\$187,404	
Total All Funding Sources		<u>\$ 187,404</u>
Appropriations:		
Expenditures	\$115,596	
Total Appropriations		<u>\$ 115,596</u>
Ending Fund Balance		<u>\$ 96,876</u>

49th Street Corridor Fund

Beginning Fund Balance		<u>\$ 2,997</u>
Funding Sources:		

Total All Funding Sources		<u>\$ 0</u>
Appropriations:		
Expenditures	\$65,769	
Total Appropriations		<u>\$ 65,769</u>
Ending Fund Balance		<u>\$ (62,772)</u>

Capital Projects Fund

Beginning Fund Balance		<u>\$ 618,369</u>
Funding Sources:		
Estimated Revenue	\$1,052,000	
Total All Funding Sources		<u>\$ 1,670,369</u>
Appropriations:		
Capital Projects	\$1,090,150	
Transfer to Utilities	\$540,000	
Transfer to Marina	\$ 25,000	
Total Appropriations		<u>\$ 1,655,150</u>
Ending Fund Balance		<u>\$ 15,219</u>

Sanitation Fund

Beginning Fund Balance		<u>\$ 386,909</u>
Funding Sources:		
Estimated Revenue	\$2,145,185	
Total All Funding Sources		<u>\$ 2,145,185</u>
Appropriations:		
Expenditures	\$1,632,786	
Transfer to General Fund		
10% Administrative Overhead	\$ 237,932	
PILOT Transfer	\$ 659,751	
Total Appropriations		<u>\$ 2,530,469</u>

Ending Fund Balance \$ 1,625

Utilities Fund

Beginning Fund Balance \$ 91,486

Funding Sources:

Estimated Revenue \$4,779,524
Transfer from Capital Projects Fund \$540,000

Total All Funding Sources \$ 5,319,524

Appropriations:

Expenditures \$4,092,665
Transfer to General Fund
10% Administrative Overhead \$467,622
PILOT Transfer \$516,901

Total Appropriations \$ 5,077,188

Ending Fund Balance \$ 333,822

Marina Fund

Beginning Fund Balance \$ (83,177)

Funding Sources:

Estimated Revenue \$2,027,600
Loan From General Fund 880,000
Transfer from Capital Projects Fund 25,000

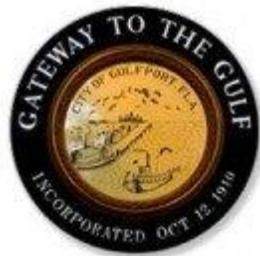
Total All Funding Sources \$ 2,932,600

Appropriations:

Expenditures \$1,999,507
Transfer to General Fund
10% Administrative Overhead 217,934
Loan Payment 80,000
Pilot Transfer 391,980

Total Appropriations \$ 2,689,421

Ending Fund Balance \$ 160,002



REVENUES

*City of Gulfport
Revenue Worksheet*

FY 2014 GENERAL FUND REVENUE

<i>Account #</i>	<i>Description</i>	<i>FY 2008 Actual</i>	<i>FY 2009 Actual</i>	<i>FY 2010 Actual</i>	<i>FY 2011 Actual</i>	<i>FY 2012 Actual</i>	<i>Budget 2013</i>	<i>Budget 2014</i>	<i>% of FY 14 Budget</i>
001-311.10	Current Property Taxes	3,133,851	2,893,262	2,608,463	2,351,499	2,469,561	2,441,131	2,516,134	22.02%
001-311.20	Prior Yr. Property Tax	<u>15,381</u>	0	0	0	-		0	0.00%
TOTAL - Ad Valorem		3,149,232	2,893,262	2,608,463	2,351,499	2,469,561	2,441,131	2,516,134	22.02%
0.00%									
001-312.40	Local Option Fuel Tax	166,453	166,215	164,994	162,730	162,780	162,400	166,000	1.45%
0.00%									
001-313.10	Electricity	706,680	766,603	843,095	772,555	728,839	882,000	835,000	7.31%
001-313.40	Gas	13,552	6,863	15,412	11,174	9,097	13,692	12,500	0.11%
TOTAL - Franchise Fees		720,232	773,466	858,507	783,729	737,936	895,692	847,500	7.42%
0.00%									
001-314.10	Electricity	747,417	767,047	913,198	861,760	795,054	914,103	850,000	7.44%
001-314.30	Utility Tax/Water	180,179	181,321	182,822	186,657	205,249	203,213	203,213	1.78%
001-314.01	Reclaimed Water (St. Pete)	2,961	2,794	2,687	2,876	2,772	3,000	3,000	0.03%
001-314.40	Natural Gas	10,676	18,095	14,961	12,972	10,773	14,385	12,500	0.11%
001-314.80	Propane	19,774	22,141	17,199	13,481	13,138	18,000	18,500	0.16%
001-315.20	Telephone/Cable	<u>552,968</u>	<u>604,513</u>	<u>551,013</u>	<u>525,724</u>	<u>519,697</u>	<u>587,871</u>	<u>545,000</u>	<u>4.77%</u>
TOTAL - Utility Taxes		1,513,975	1,595,911	1,681,880	1,603,470	1,546,683	1,740,572	1,632,212	14.28%
0.00%									
001-321.10	Occupational Licenses	90,220	49,493	51,962	44,220	36,981	60,000	60,000	0.53%
001-322.10	Building Permits	119,358	70,532	69,196	66,887	83,189	155,100	158,778	1.39%
001-322.11	Electrical Permits	10,673	10,724	11,843	10,016	12,632	19,800	19,800	0.17%
001-322.12	Gas Permits	1,404	1,787	756	819	1,430		2,500	0.02%
001-322.13	Plumbing Permits	7,240	5,366	6,516	6,213	5,275		8,000	0.07%
001-322.14	Mechanical Permits	25,805	15,016	20,233	19,718	16,153		21,000	0.18%
001-329.00	Other Permits, Fees	5,687	27,812	28,641	17,016	20,142		35,000	0.31%
001-329.10	Tree Bank Account	15,950	0	300	0	300		0	0.00%
001-329.20	Zoning Fees	8,125	5,967	6,615	3,228	3,658	8,250	9,000	0.08%
TOTAL - Licences & Permits		284,462	186,697	196,062	168,117	179,760	243,150	314,078	2.75%
0.00%									
001-331.21	Dept. of Justice Vest Grt	0	1,143	2,725	1,998	-	1,200		0.00%
001-331.22	Local Law Enforcement Grt	7,916	0	0	18,482	-	16,000	5,000	0.04%
001-331.23-01	COPS Grant				44,690	44,690	44,690		0.00%
001-331-27-00	CERT Grant					-		0	0.00%
001-331.69	OOA Title III	12,013	11,800	11,545	11,545	11,545	11,545	11,545	0.10%
TOTAL - Federal Grants		19,929	12,943	14,270	76,715	56,235	73,435	16,545	0.14%
0.00%									
001-334.50	Dept of Comm Affairs	0	1,984	111	0	21,508	0	50,000	0.44%
TOTAL - State Grants		0	1,984	111	0	0	0	50,000	0.44%
0.00%									
001-335.12	State Revenue Sharing	354,623	348,758	349,459	351,205	352,773	375,000	364,941	3.19%
001-335.14	Mobile Home Licenses	385	365	299	331	257	0	0	0.00%
001-335.15	Beverage Licenses	5,506	5,221	5,293	6,821	12,656	6,000	10,000	0.09%
001-335.18	Local Gov. Half-Cent Sales	683,695	618,605	610,663	624,111	631,389	625,585	682,185	5.97%
001-335.20	Firefighters Supp Comp	0	0	1,120	1,920	1,920	1,920	1,920	0.02%
TOTAL - State Shared Revenue		1,044,209	972,949	966,834	984,388	998,995	1,008,505	1,059,046	9.27%
0.00%									
001-335.41	Fuel Tax Rebate	8,923	10,828	11,440	11,475	10,590	11,450	11,450	0.10%
001-337.20	Emergency Medical Service	568,862	593,380	382,934	415,210	390,154	400,000	410,000	3.59%
001-337.22	ALS First Responder Agrmt	1,200	2,400	0	0	-			0.00%
001-337.67	Youth As Resources - Pinellas C.	0	0	0	0	-			0.00%
001-337.70	Tampa Bay Estuary Program				4,406	-			0.00%
001-337.7701	Pinellas Cnty intergenerational	2,103	0	0	0	-			0.00%
TOTAL - Local Shared Revenue		581,088	606,608	394,374	431,091	400,744	411,450	421,450	3.69%
0.00%									
001-338.10	PPLC	231,543	208,088	181,601	167,024	161,952	153,902	147,264	1.29%
0.00%									
001-342.10	Police Services	76,421	61,526	69,448	83,595	110,726	100,000	120,000	1.05%
001-342.20	Fire Inspections	13,290	10,716	9,460	9,256	10,113	11,000	12,000	0.11%
001-341.20	Internal Service Charges	237,465	384,023	305,220	331,356	239,328	333,080	343,080	3.00%
001-344.90	GEMS-Subscriptions	10,250	7,050	8,200	7,923	8,465	8,000	8,200	0.07%
001-344.91	GEMS-Fares	9,077	8,084	7,405	7,701	8,950	15,000	15,375	0.13%
001-346.90	Multipurpose Center	3,392	4,506	2,214	884	1,050	2,000	2,000	0.02%
001-346.90.01	Neighborly Senior Srv	10,192	10,144	10,857	11,210	11,994	11,210	12,294	0.11%
001-347.21	Recreation Activity Fees	101,379	119,797	110,935	95,095	109,620	125,000	125,000	1.09%
001-347.21.02	Recreation Non-Resident Fee	28,378	17,118	14,372	18,804	18,251	18,700	18,700	0.16%
001-347.21.03	Skate Park Stickers	190	175	300	210	264	200	270	0.00%
001-347-21-04	Skate Park Stickers-NR					40		0	0.00%
001-347.29	Hoyt Field	644	1,285	2,585	790	3,599	2,000	5,000	0.04%
001-347.55	Dances	136,561	130,450	137,264	123,993	129,060	138,000	138,000	1.21%

Account #	Description	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Budget	Budget	% of FY 14
		Actual	Actual	Actual	Actual	Actual	2013	2014	Budget
001-347-60	Concessions	97,305	99,505	95,870	95,247	81,411	100,000	100,000	0.88%
001-347-61	Other Revenue/Event fee	120	(105)	146	953	1,671	10,000	10,250	0.09%
001-347-91	Theater Concessions	3,168	4,961	4,468	4,161	3,267	5,000	5,000	0.04%
001-349.15	Collection Charges/Credit Card	9,506	13,830	12,931	12,417	10,812	30,000	30,000	0.26%
001-349.20	Beach Parking	0	240	0	0	-	0	0	0.00%
001-349.40	Title Search Fees	5,590	4,820	5,455	6,215	6,625	6,000	6,791	0.06%
001-349.50	Union Adm. Fees	690	690	690	690	740	690	690	0.01%
TOTAL - Charges for Services		487,137	878,815	797,820	810,500	755,986	915,880	952,650	8.34%
									0.00%
001-351.10	Court Fines	52,955	58,453	45,030	43,945	94,683	85,000	111,125	0.97%
001-351.20	Confiscated Property	1,827	6,084	786	63,615	37,241	0	0	0.00%
001-351.30	Police Education	2,800	3,179	2,738	2,568	3,701	2,600	3,500	0.03%
001-352.00	Library Fines and Fees	8,403	10,719	7,184	7,068	11,837	7,500	12,000	0.11%
001-359.00	Forfeiture Distributions	2,000	0	0	0	-	0	0	0.00%
001-354.10	Violations of Local Ordin	17,581	33,653	52,681	43,415	54,034	45,000	50,000	0.44%
001-354.11	Red Light Camera Violations				114,065	160,805	100,000	160,000	1.40%
TOTAL - Fines & Forfeitures		85,566	112,088	108,419	274,676	362,301	240,100	336,625	2.95%
									0.00%
001-361.10	Investments	55,982	37,803	4,318	2,915	1,754	0	2,000	0.02%
001-361.11	State Board of Admin.	10,546	53	50	12	34			0.00%
001-361.12	BOA Money Market	52,778		0	0				0.00%
001-361.30	Inc.Decr in FMV Invest	58,070	(8,484)	11,406	3,944	6,312		5,000	0.04%
001-361.32	Tax Collector	5,402	888	276	148	13	200	0	0.00%
001-361.39	Other Interest on Demand	44,710	152	0		-			0.00%
001-361.40	Code Violations Interest	2,214	3,503	8,465	9,337	11,709	9,000	13,000	0.11%
TOTAL - Investment Earnings		229,702	33,915	24,515	16,356	19,822	9,200	20,000	0.18%
									0.00%
001-362.10	Rental Properties - Tower	41,059	42,427	64,382	66,445	66,865	78,957	80,931	0.71%
001-362-11	Casino Rentals	67,903	72,754	81,426	81,830	82,684	80,000	85,000	0.74%
001-362-15	Theater Rentals	23,569	25,761	19,136	24,410	21,335	25,000	25,625	0.22%
001-362-16	49th Street Building	8,723	14,109	7,743	9,203	10,580	10,000	12,000	0.11%
001-362-18	Scout Hall		3,298	5,228	452	1,003	3,000	2,000	0.02%
001-362.17	Rental Properties - Boca Ciega	2,947	0	1	1	1		0	0.00%
001-362.20	Recreation Center	3,836	2,580	2,025	3,377	3,451	2,000	3,000	0.03%
001-362.30	Gulfport Yacht Club	22,500	22,500	22,500	22,500	22,500	22,500	22,500	0.20%
001-362.50	Senior Center	0	0	0	0	-		0	0.00%
001-362.70	Field Rentals	1,000	2,000	3,500	(3,912)	2,500	3,500	3,500	0.03%
001-362.60	City Trolley	0	0	0		-		0	0.00%
TOTAL - Rents & Royalties		71,342	185,429	205,941	204,306	210,919	224,957	234,556	2.05%
									0.00%
001-363.24	Impact Fees		0		0	0	0	0	0.00%
									0.00%
001-364.41	Surplus Equipment	55,609	17,567	49,749	27,990	13,116	60,000	50,000	0.44%
001-364.42	Insurance Proceeds	5,766	7,553	3,863	47,040	6,458	2,500	2,500	0.02%
001-365.10	Scrap	2,274	819	2,102	7,660	4,667	2,000	2,000	0.02%
001-365.11	Marina Salvage - Employee Recog	663	36	525	487	632	500	500	0.00%
TOTAL - Fixed Asset Sales		64,312	25,975	56,239	83,177	24,873	65,000	55,000	0.48%
									0.00%
001-366.45	Recreation	10,459	8,897	8,745	7,495	905	10,000	10,000	0.09%
001-366.46	Donations/Library	601	3,852	8,956	21,337	870	1,500	1,500	0.01%
001-366.47	Donations/PUB					-		0	0.00%
001-366.50	Fire Dept.	0	1,584	500		-	1,000	1,000	0.01%
001-366.51	Contributions CERT	1,404	395	1,200	250	1,900	1,000	1,000	0.01%
001-366.52	Rec/Donations/School	800	338	251		112		0	0.00%
001-366.53	Phillips Donations		100			-		0	0.00%
001-366.54	Atkinson Memorial			240	25			0	0.00%
001-366.55	Contributions -Teen Council					1,659		0	0.00%
001-366.60	PD Comm Resource Sp Event	191	1,090	2,495	3,750	2,373	2,500	2,500	0.02%
001-366.65	PD Contribution - Operation Santa							2,000	0.02%
001-366.70	Theater	3,158	1,254	1,007	1,440	2,417	1,500	1,500	0.01%
001-366.90	Contributions	6,769	1,042	1,516		400	1,000	1,000	0.01%
001-366.96	Contributions-GEMS	5,165	998	902	2,119	847	1,000	1,000	0.01%
001-366.97	Senior Center	8,897	2,950	3,014	2,424	1,555	3,000	3,000	0.03%
001-369.30	Refund of Prior Year	3,822	0	0	312	308		0	0.00%
001-369.40	Vending Machine Sales	3,705	1,475	0		-		0	0.00%
001-369.40.01	ICEE Revenue	239	466	916	1,542	800		0	0.00%
001-369.90	Other Misc. Rev.	11,631	6,152	5,476	12,950	7,140	7,500	7,688	0.07%
001-369.9001	Attorney Fees Recovered	0	15,325	0		-		0	0.00%
001-369.90.02	Election Fees	0	504	600	216	288		0	0.00%
001-369.90.03	Police Explorers	370	55	879	2,958	2,414		2,000	0.02%
001-369.90.04	Fire Explorers	1,200	0	0				0	0.00%
001-369.91	Police/Fire Training Rem	0	0	3,300	(20,291)	1,208		0	0.00%
TOTAL - Contributions		50,088	46,477	39,997	36,527	25,196	30,000	34,188	0.30%
									0.00%

<i>Account #</i>	<i>Description</i>	<i>FY 2008</i>	<i>FY 2009</i>	<i>FY 2010</i>	<i>FY 2011</i>	<i>FY 2012</i>	<i>Budget</i>	<i>Budget</i>	<i>% of FY 14</i>
		<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>2013</i>	<i>2014</i>	<i>Budget</i>
001-381.40	Sanitation	183,370	186,688	181,532	178,487	196,976	213,324	237,932	2.08%
001-381.41	Water & Sewer	436,742	426,514	404,396	404,396	419,013	417,520	467,622	4.09%
001-381.42	49th Street			80,000	0	-			0.00%
001-381.43	Cultural Activities	0	0	0	0	-			0.00%
001-381.44	GEMS	0	0	0	0	-			0.00%
001-381.46	Marina	155,363	174,518	165,294	165,294	155,294	167,934	217,934	1.91%
TOTAL - Administrative Overhead		775,475	787,720	831,222	748,177	771,283	798,778	923,488	8.08%
									0.00%
001-382.10	Sanitation	136,402	139,491	100,000	127,727	350,000	467,000	659,751	5.77%
001-382.20	Water & Sewer	317,688	759,137	0	539,463	546,715	325,000	516,901	4.52%
001-382.30	Marina	263,433	382,097	500,000	454,953	375,000	300,000	471,980	4.13%
001-382.40	Cultural Activities								0.00%
001-382.50	GEMS								0.00%
TOTAL - Contributions/PILOT		717,523	1,280,725	600,000	1,122,143	1,271,715	1,092,000	1,648,632	14.43%
001-383-10	Lease Purchase Proceeds							55,000	0.48%
001-389-01	Appropriated Surplus	11,624	0	492,467		-	-131	-4,273	-0.04%
									0.00%
General Fund Totals		10,203,892	10,769,267	10,223,716	10,024,626	10,156,741	10,506,021	11,426,095	100.00%

*City of Gulfport
Revenue Worksheet*

FY 2014 ENTERPRISE FUND REVENUES

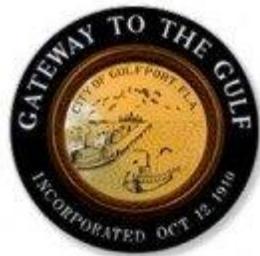
<u>Account #</u>	<u>Description</u>	<u>FY 2008 Actual</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Actual</u>	<u>FY 2012 Actual</u>	<u>Budget 2013</u>	<u>Budget 2014</u>	<u>% of FY 14 Budget</u>
SANITATION FUND									
400-334.39.01	Recycling Grant	0	0	0	0	0			
400-337.90	Recycling reimbursement	13,785	9,644	9,683	9,600	9,005	10,000	10,000	0.40%
400-343.41	Refuse Collection	1,511,149	1,523,727	1,567,310	1,557,693	1,749,674	1,785,185	1,785,185	70.55%
400-343.42	Special Trash Collection	653	430	270	235	108	500	500	0.02%
400-343.42.01	Code Enforcement	11,785	6,583	9,387	7,903	13,127	8,000	10,000	0.40%
400-343.42.02	P/W Pickup	43,514	47,764	51,082	45,878	56,348	160,000	110,000	4.35%
400-343.43	Recycling Charges	122,212	124,703	125,702	126,083	141,636	127,300	145,000	5.73%
400-343.44	Recycling Sales	34,920	19,014	27,969	37,466	29,199	27,250	30,000	1.19%
400-343.45	Revenue Write Off	(11,443)	(21,344)	(36,434)					
400-343.66	Late Charges	9,395	12,599	16,889	16,403	18,289	15,000	18,000	0.71%
400-343.70	Revenue Write Misc	0	0						
400-361.10	Investments	262	167	106	50	13			
400-361.11	State Board of Admin	(439)	12	11	3	8			
400-361.30	Unrealized G/L on Invests	(5,651)	(2,338)	2,518	895	1,507			
400-361.39	Interest on Demand	25,576	1,596		0		0		
400-361.41	Other Interest	0	0						
400-364.41	Surplus Equipment	0	0						
400-369.30	Refund of Prior Year	0	0						
400-369.90	Other Misc. Rev	0	1						
400-381.10	Transfer From General Fd		0						
400-383-10	Lease Purchase Proceeds							36,500	1.44%
400-389.01	Appropriate Surplus	0	0		0		124,106	385,284	
Sanitation Fund Totals		1,755,718	1,722,558	1,774,493	1,802,209	2,018,915	2,257,341	2,530,469	84.77%
WATER AND SEWER FUND									
410-331.55	SWFWMD Grant	0	205,827	0					
410-331.56	319th FDEP Grant	411,654		0					
	Pinellas Co. Env Grant			0					
410-331.60	Basin Board 46th & 29th								
410-331.61	Basin Board Tomlinson Park								
410-337.21	Pinellas County-Com								
410-343.50	Sewer Service Connect Fee	150	300	150	150	165			
410-343.60	Water Sales	1,941,023	1,966,817	1,938,326	2,098,717	2,245,148	2,146,700	2,404,304	47.36%
410-343.62	Water Meters	1,550	1,080	1,070	425	127			
410-343.63	Sewer Charges	1,288,184	1,366,828	1,494,137	1,438,252	1,670,613	1,643,500	1,840,720	36.25%
410-343.65	Service Charges	50,000	56,735	53,034	49,450	70,181	50,000	60,000	1.18%
410-343.66	Late Charges	21,417	27,178	36,447	6,736	33,920	30,000	30,000	0.59%
410-343.67	Stormwater Fees	300,265	305,278	306,005	235,250	291,177	300,000	336,000	6.62%
410-343.70	Revenue Write-off	0	0						
410-343.73	Unclaimed Property	0	0						
410-361.10	Investments	0	0						
410-361.11	State Board Administration	2,197	11	11		7			
410-361.30	Unrealized G/L on Invests	(2,590)	(2,197)	2,367	825	1,319			
410-361.39	Interest on Demand	27,544	1,988		0	0			
410-363.23	Sewer Impact Fees	2,700	5,362		4,050	1,395	5,000	0	0.00%
410-364.41	Surplus Equipment	0	0						
410-364.42	Insurance Proceeds	0	0	610					
410-365.10	Scrap	6,042	0						
410-366.90	Contributions	0	0						
410-369.03	Sewer Connections	0	0						
410-369.30	Refund Prior Year	0	0						
410-367.00	Gain Loss Sale of Investment	0	0						
410-369.90	Other Misc.	143	448	11		2,087			
410-381.10	From General Fund	0	0						
410-381.30	From Capital Projects	800,000	750,000	800,000	0	50,000	300,000	540,000	10.64%
410-381.40	From Sanitation	0	0						
410-383-10	Lease Proceeds							108,500	2.14%
410-389.01	Appropriate Surplus	0	0		0		-36,257	-242,336	
Water & Sewer Fund Totals		4,850,279	4,685,655	4,632,168	3,833,855	4,366,139	4,438,943	5,077,188	104.77%
MARINA FUND									
460-331.71	Clean Vessel Act Grant		0	0					
460-331.75	Linear Park Grant			0					

<i>Account #</i>	<i>Description</i>	<i>FY 2008 Actual</i>	<i>FY 2009 Actual</i>	<i>FY 2010 Actual</i>	<i>FY 2011 Actual</i>	<i>FY 2012 Actual</i>	<i>Budget 2013</i>	<i>Budget 2014</i>	<i>% of FY 14 Budget</i>
460-343.66	FDEP Grant		0	0				160,000	5.95%
460-343.66	Late Charges	7,935	9,225	8,880	6,823	6,688	6,000	6,000	0.22%
460-343.70	Revenue Write-off	0	0	0					
460-347.50	Service Charges	22,084	18,910	20,628	15,875	11,835	20,000	20,000	0.74%
460-362.16	Slip Rental	783,813	786,150	792,821	671,326	587,606	677,000	758,240	28.19%
460-347.56	Transient Slip Rentals	12,481	(9,554)	12,326	29,627	41,140	40,000	44,800	1.67%
460-347.57	Fuel and Oil Sales	808,463	538,556	598,447	797,446	789,865	820,000	918,400	34.15%
460-347.58	Other Sales	88,497	99,802	91,273	110,673	101,976	98,338	100,000	3.72%
460-347.59	Boat Ramp Fees	18,424	18,562	16,030	17,302	15,892	18,000	20,160	0.75%
460-361.10	Investments	577	3	2	1	2			
460-361.20	State Board of Admin	0	0	0					
460-361.30	Incr/Decr FMV Invest	(680)	(577)	738	176	283			
460-361.39	Interest on Demand	12,541	1,046		0				
460-362.10	Rental Properties	0	0	0					
460-364.42	Insurance Proceeds	0	0	18,942					
460-367.00	Gain Loss Sale of Investment	0	0	0					
460-369.40	Vending Machine	0	55	0					
460-369.90	Other Misc. Rev.	0	505	5,027	984	732			
460-381.30	Transfer from Capital Proj	0	0	0		50,000	25,000	25,000	0.93%
460-XXX.01	Transfer from GF (Loan)	0	0	0				880,000	32.72%
460-389.01	Appropriate Surplus	0	0	0			-120,413	-243,179	-9.04%
Marina Fund Totals		1,754,135	1,462,683	1,565,114	1,650,233	1,606,019	1,583,925	2,689,421	100.00%
Enterprise Fund Totals		8,360,132	7,870,896	7,971,775	7,286,297	7,991,073	8,280,209	10,297,078	100.00%

*City of Gulfport
Revenue Worksheet*

FY 2014 SPECIAL REVENUE FUND REVENUES

<i>Account #</i>	<i>Description</i>	<i>FY 2008 Actual</i>	<i>FY 2009 Actual</i>	<i>FY 2010 Actual</i>	<i>Acutal 2011</i>	<i>FY 2012 Actual</i>	<i>Budget 2013</i>	<i>Budget 2014</i>	<i>% of FY 14 Budget</i>
<u>WATERFRONT REDEVELOPMENT FUND</u>									
120-311.10	Property Taxes County	178,520	161,569	128,213	102,762	97,542	91,934	109,833	95.01%
120-311.11	Property Taxes City	122,678	115,946	91,409	74,039	80,910	76,258	77,571	67.11%
120-334.39	FDOT Grant		45,770						
120-344.91	Trolley Fares		10,077						
120-349.30	Street Signs	0				580			
120-361.39	Interest on Demand	1,989	121						
120-366.90	Contributions	0	105						
120-369.90	Other Misc. Rev.	524	2,102	1,460		1,725			
130-381.10	From General Fund				25,000				
120-381.30	From Capital Project Fund	0							
120-381.40	From Sanitation	0							
120-381-43	From Cultural Facilities			100,000					
120-389.01	Appropriated Surplus				103,533	26,341		(71,808)	
120-389.02	Transportation Impact	0							
<i>Waterfront Redevelopment Totals</i>		303,711	335,690	321,082	305,334	207,098	168,192	115,596	162.12%
<u>49TH STREET REVEVELOPMENT FUND</u>									
130-331.56	Community Devel Blk Grant	300,000	0	149,366		-	637,880	0	0.00%
130-334.3903	Fl. Dept. of Transportation	0	0		78,000				
130-334.75	FRDAP	0	0	0					
130-361.39	Interest on Demand	4,871	441						
130-364.42	Insurance Proceeds		0						
130-369.30	Refund Prior Year	0	0	800					
130-381.10	From General Fund	80,000	95,000	52,420	30,000	100,000	65,000	-	0.00%
130-381.30	From Capital Projects	230,017	50,000	0					
130-389.01	Appropriated Surplus				43,984	(42,655)		65,769	
<i>49th Str. Redevelopment Totals</i>		614,888	145,441	202,586	151,984	57,345	702,880	65,769	0.00%
<u>LOCAL LAW ENFORCEMENT TRUST FUND</u>									
105-0000-351-20	Confiscated Property						5,000	3,000	21.43%
105-0000-389-01	Appropriated Surplus						(2,000)	11,000	78.57%
<i>Local Law Enforcement Trust Fund</i>		0	0	0	0	0	3,000	14,000	100.00%
<u>FEDERAL TRUST FUND</u>									
106-0000-351-20	Confiscated Property						10,000	25,000	52.08%
106-0000-389-01	Appropriated Surplus						5,000	23,000	47.92%
<i>Federal Trust Fund</i>		0	0	0	0	0	15,000	48,000	100.00%
<u>CAPITAL PROJECTS FUND</u>									
300-312.60	Infrastructure Tax	1,134,286	1,047,484	951,716	1,071,338	970,203	1,130,000	1,052,000	63.56%
300-331.55	SWFWMD	0	0			-			
300-331.39	Federal Grants	198,000		0	2,750,000	-	160,000		
300-334.71	Area Agency on Aging	0	30,756	57,375					
300-334.72	DCA Grant	0	12,401						
300-334.75	FRDAP	0	0						
300-361.39	Interest on Demand	10,747	733		1,000				
300-363.24	Transportation Impact Fees	1,038	0						
300-369.90	Other Misc. Rev	90	225	98		2,291			
300-381.10	Transfer From General Fd	0	0						
300-381.30	Transfer From 49th & Utility Fund			330,017					
300-389.01	Appropriated Surplus	824,735	0				29,975	603,150	
<i>Capital Projects Fund Totals</i>		1,344,161	1,091,599	1,339,206	3,822,338	972,494	1,319,975	1,655,150	63.56%
<i>Special Revenue Fund Totals</i>		2,262,760	1,572,730	1,862,874	4,279,656	1,236,937	2,209,047	1,898,515	100.00%



EXPENDITURES

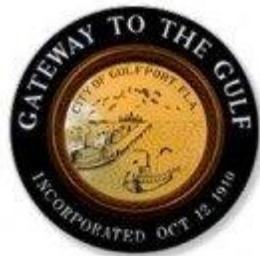
	A	B	C	D	E	F	G	H	I	J	K
1	GENERAL FUND EXPENDITURES FY 2014										
2	FY2014	Acct	City	City	City	City	Admn	Human	Info	Planning &	Code
3	ADOPTED	#	Council	Clerk	Attorney	Manager	Finance	Resources	Tech	Development	Enforcement
4	Exec. Salary	11	38,400								
5	Salaries	12		112,135		158,791	231,178	68,765	0	165,528	53,953
6	Other Salaries	13									
7	Overtime	14		1,000		0	250			0	0
8	Fire Stipend	15-01									
9	Incentive Pay	15-02									
10	Car Allowance	15-03				5,400	0		0	3,150	
11	Field Training	15-05									
12	Off Duty	15-06									
13	Court Time	15-07									
14	Acting Sup	15-06									
15	Assignment	15-11									
16	Miscellaneous	15-12									
17	Shift Premium Incent.	15-13									
18	F I C A	21-01	2,380	6,952		9,845	14,333	4,263	0	10,263	3,345
19	Medicare	21-02	557	1,626		2,302	3,352	997	0	2,400	782
20	Retirement	22-00		16,769		26,363	40,446	14,372	0	26,924	11,276
21	Health Insurance	23-01		14,008		14,008	23,633	8,100	0	22,108	7,931
22	Disability Insurance	23-02		710		1,004	1,315	332	0	916	260
23	Life Insurance	23-04		445		630	825	208	0	575	163
24	Worker Comp.	24		481		427	859	140	0	794	2,116
25	Unemployment	25		0		0	0	0	0	0	0
26	People Costs		41,337	154,126	0	218,770	316,191	97,177	0	232,658	79,826
27	Professional Svc	31			0	92,263	2,826	5,500		30,000	
28	Attorney-Retainer	31-01									
29	Litigation	31-02			87,500						
30	Labor Services	31-03									
31	Pre-Employment Screening	31-04									
32	Background Checks - Level	31-06						400			
33	Accounting/Auditing	32					44,000				
34	Court Reporting	33									
35	Other Contractual	34	4800	39000		10,000	1,565	4,520	84,000	3,000	40,000
36	PCSO CSI & Prop Evid	34-21									
37	PCSO CAD & RMS	34-22									
38	PCSO ARMS	34-23									
39	Investigations	35									
40	Travel/Per Diem	40	9700	2090		2,500	2,200	1,997		3,000	1,175
41	Communications	41	2400	2740		282	14,250	500	37,462	6,347	376
42	Cell Phone Service	41-03									
43	Mobile Wireless Service	41-04									
44	Electricity	43-01									
45	Water & Sewer	43-02								600	
46	Other	43-03									
47	Rental & Leases	44					9,816			1,100	1,100
48	General Liability	45-01		1030		300	1,057	155	325	6,977	6,976
49	Auto Ins.	45-02									
50	Property Ins	45-03									
51	Other	45-04									
52	Repairs & Maintenance	46				100	37,375	320	7,188	2,191	1,381
53	R & M Buildings	46-01					0				
54	Vehicle Maintenance	46-50					0				
55	Printing & Binding	47	300	1000		1,900	2,375	500		3,325	500
56	Promotional	48	8600	0				800			
57	Advertising	49		11000				3,500			
58	Administration Chgs	49-02									
59	Office Supplies	51	1000	2285		475	4,500	600	200	4,636	1,045
60	Operating Supplies	52	500	0		523	5,000	150	4,000	950	380
61	Inventory Resale	52-01									
62	Red Light Camera	52-02									
63	Uniforms	52-07									
64	Ammunition	52-08									
65	Operation Santa	52-09									
66	Road Material	53									
67	Book/Pubs/Subs	54	6035	560		1,420	500	2,000	1,820	2,470	100
68	Training & Education	55	5700	1025		200	2,000	900		1,000	250
69											
70	Operating Costs		39,035	60,730	87,500	109,963	127,464	21,842	134,995	65,596	53,283
71	Buildings.	62									
72	Improvements/OT Bldg	63									
73	Machinery & Equipment	64							10,000		
74	Books/Public Library	66									
75	Lease Purchase Payments	73									
76	Capital Outlay			0	0	0	0	0	10,000	0	0
77	Department Total - 2014		80,372	214,856	87,500	328,733	443,655	119,019	144,995	298,254	133,109

	A	B	L	M	N	O	P	Q	R	S	T
1	GENERAL FUND EXPENDITURES FY 2014										
2	FY2014	Acct	Building	Fire	Police	PW	PW	PW Bldg	PW Veh	LS	LS
3	ADOPTED	#	Inspection			Director	Streets	Maint.	Maint	ech Event	Recreation
4	Exec. Salary	11									
5	Salaries	12	105,626	800,284	1,829,158	60,961	93,510	71,027	105,902	30,625	261,718
6	Other Salaries	13		0	44,830						0
7	Overtime	14	0	120,000	0	0	2,000	1,200	1,500	0	4,500
8	Fire Stipend	15-01		0	100,000						0
9	Incentive Pay	15-02		20,520	28,980						0
10	Car Allowance	15-03		0	0	2,100				0	300
11	Field Training	15-05		0	2,000						
12	Off Duty	15-06		0	12,000						
13	Court Time	15-07		0	23,000						
14	Acting Sup	15-06		0	0						
15	Assignment	15-11		2,100	2,000						
16	Miscellaneous	15-12		2,400	16,600						
17	Shift Premium Incent.	15-13		0	32,200						
18	F I C A	21-01	6,549	49,618	120,589	3,780	5,798	4,404	6,566	1,899	15,552
19	Medicare	21-02	1,532	11,604	28,202	884	1,356	1,030	1,536	444	3,795
20	Retirement	22-00	22,076	188,055	502,552	8,678	19,544	14,845	22,133	6,401	33,357
21	Health Insurance	23-01	11,810	93,574	221,374	7,003	16,960	11,810	11,810	5,905	23,621
22	Disability Insurance	23-02	320	3,936	9,295	397	451	343	511	148	770
23	Life Insurance	23-04	509	2,469	0	249	283	215	320	93	483
24	Worker Comp.	24	2,930	29,037	5,900	186	7,896	2,734	3,400	160	9,367
25	Unemployment	25	0	0	59,448	0	0	0	0	0	0
26	People Costs		151,352	1,323,597	3,038,128	84,238	147,798	107,608	153,678	45,675	353,463
27	Professional Svc	31		4,555	14,350	3,000	0	0			
28	Attorney-Retainer	31-01									
29	Litigation	31-02									
30	Labor Services	31-03									
31	Pre-Employment Screening	31-04			3,500						
32	Background Checks - Level	31-06									
33	Accounting/Auditing	32									
34	Court Reporting	33			500						
35	Other Contractual	34	20,000	696	13,600	10,262	45,405	35,076			25,000
36	PCSO CSI & Prop Evid	34-21			42,251						
37	PCSO CAD & RMS	34-22			64,311						
38	PCSO ARMS	34-23			3,000						
39	Investigations	35			0						
40	Travel/Per Diem	40	2,825		10,000	2,590			950	500	2,800
41	Communications	41	751	2,984	14,960	4,068		1,290	126		3,986
42	Cell Phone Service	41-03			12,500						
43	Mobile Wireless Service	41-04			16,000						
44	Electricity	43-01		15,000	21,000	11,536	212,185	15,685			26,746
45	Water & Sewer	43-02		3,500	4,300		750	2,472	830		9,306
46	Other	43-03			650				1,500		
47	Rental & Leases	44	1,100	2,000	5,000	300	4,000	500			3,000
48	General Liability	45-01	6,977	4,238	18,150	382	26,259		300	300	7,371
49	Auto Ins.	45-02		0	0						
50	Property Ins	45-03		14,777	15,496	8,832	1,009	8,711	2,468	248	20,000
51	Other	45-04		825	55				4,633		500
52	Repairs & Maintenance	46	391	60,550	34,500	1,400	40,336	16,124	40,671		8,086
53	R & M Buildings	46-01						50,000			
54	Vehicle Maintenance	46-50			142,472						
55	Printing & Binding	47	760	641	1,000	475				500	190
56	Promotional	48		1,900	860					10,000	5,700
57	Advertising	49									
58	Administration Chgs	49-02									
59	Office Supplies	51	140	1,500	10,000	1,425			143	500	2,375
60	Operating Supplies	52	400	20,000	12,600	475	21,950	12,000	118,864	500	25,000
61	Inventory Resale	52-01			3,000				301,470		
62	Red Light Camera	52-02			175,000						
63	Uniforms	52-07			13,000						
64	Ammunition	52-08			9,000						
65	Operation Santa	52-09			2,000						
66	Road Material	53					6,000				
67	Book/Pubs/Subs	54	1,000	5,000	3,000	455			1,900	250	520
68	Training & Education	55	1,000		7,000						2,000
69											
70	Operating Costs		35,344	138,166	673,056	45,200	357,894	141,858	473,854	12,798	142,580
71	Buildings.	62									
72	Improvements/OT Bldg	63					2,000				
73	Machinery & Equipment	64			0						
74	Books/Public Library	66									
75	Lease Purchase Payments	73					5,000				
76	Capital Outlay		0	0	0	0	7,000	0	0	0	0
77	Department Total - 2014		186,696	1,461,763	3,711,184	129,438	512,692	249,466	627,532	58,473	496,043

	A	B	U	V	W	X	Y	Z	AA	AB
1	GENERAL FUND EXPENDITURES FY 2014									
2	FY2014	Acct	LS		LS	LS	LS	LS	GEN FUND	% FY14
3	ADOPTED	#	Parks	Library	Senior Ctr	GEMS	Casino	Theater	FY14 TOTAL	Budget
4	Exec. Salary	11							38,400	0.3%
5	Salaries	12	236,807	338,944	94,237	125,348	95,376	95,376	5,135,249	44.9%
6	Other Salaries	13		0	0	0	0	0	44,830	0.4%
7	Overtime	14	5,780	0	1,595				137,825	1.2%
8	Fire Stipend	15-01							100,000	0.9%
9	Incentive Pay	15-02							49,500	0.4%
10	Car Allowance	15-03		0	240		150	150	11,490	0.1%
11	Field Training	15-05							2,000	0.0%
12	Off Duty	15-06							12,000	0.1%
13	Court Time	15-07							23,000	0.2%
14	Acting Sup	15-06							0	0.0%
15	Assignment	15-11							4,100	0.0%
16	Miscellaneous	15-12		0					19,000	0.2%
17	Shift Premium Incent.	15-13							32,200	0.3%
18	F I C A	21-01	14,682	21,015	5,843	7,772	5,913	5,914	327,275	2.9%
19	Medicare	21-02	3,434	4,915	1,366	1,818	1,383	1,383	76,698	0.7%
20	Retirement	22-00	49,493	36,861	14,811	1,888	5,309	5,309	1,067,462	9.3%
21	Health Insurance	23-01	39,824	22,109	10,629	1,184	2,953	2,952	573,306	5.0%
22	Disability Insurance	23-02	1,142	851	342	44	122	123	23,332	0.2%
23	Life Insurance	23-04	716	534	214	27	77	77	9,112	0.1%
24	Worker Comp.	24	12,008	1,134	299	3,957	2,416	1,980	88,221	0.8%
25	Unemployment	25	0	0	0	0	0	0	59,448	0.5%
26	People Costs		363,886	426,363	129,576	142,038	113,699	113,264	7,834,448	68.6%
27	Professional Svc	31							152,494	1.3%
28	Attorney-Retainer	31-01							0	0.0%
29	Litigation	31-02							87,500	0.8%
30	Labor Services	31-03							0	0.0%
31	Pre-Employment Screening	31-04								
32	Background Checks - Level	31-06								
33	Accounting/Auditing	32							44,000	0.4%
34	Court Reporting	33							500	0.0%
35	Other Contractual	34	94,379	18,152	3,700		79,667	1,800	534,622	4.7%
36	PCSO CSI & Prop Evid	34-21								
37	PCSO CAD & RMS	34-22								
38	PCSO ARMS	34-23								
39	Investigations	35								
40	Travel/Per Diem	40	760	489	903				44,479	0.4%
41	Communications	41	1,056	15,715	7,245	660	6,484	880	124,562	1.1%
42	Cell Phone Service	41-03								
43	Mobile Wireless Service	41-04								
44	Electricity	43-01	28,749	21,958	10,979		42,707	15,087	421,632	3.7%
45	Water & Sewer	43-02	10,000	2,101	8,776		3,425	2,101	48,161	0.4%
46	Other	43-03	2,474						4,624	0.0%
47	Rental & Leases	44	29,980	7,000	2,000		2,030		68,926	0.6%
48	General Liability	45-01	3,476	5,448	656	851	1,386	1,386	94,000	0.8%
49	Auto Ins.	45-02	3,002			13,841			16,843	0.1%
50	Property Ins	45-03	22,881	20,570	4,165	3,803	8,814	8,814	140,588	1.2%
51	Other	45-04					333		6,346	0.1%
52	Repairs & Maintenance	46	82,924	1,000	3,000	12,963	7,500	2,000	360,000	3.2%
53	R & M Buildings	46-01								
54	Vehicle Maintenance	46-50								
55	Printing & Binding	47	285		475	150	570		14,946	0.1%
56	Promotional	48	15,766	980	5,000		12,350	9,785	71,741	0.6%
57	Advertising	49							14,500	0.1%
58	Administration Chgs	49-02							0	0.0%
59	Office Supplies	51	285	4,750	2,000	350	950		39,159	0.3%
60	Operating Supplies	52	16,150	6,650	5,000	475	9,405	1,000	261,972	2.3%
61	Inventory Resale	52-01					32,000	2,700	339,170	3.0%
62	Red Light Camera	52-02								
63	Uniforms	52-07								
64	Ammunition	52-08								
65	Operation Santa	52-09								
66	Road Material	53							6,000	0.1%
67	Book/Pubs/Subs	54	285	275	2,446	340	1,995	750	33,121	0.3%
68	Training & Education	55		50						0.0%
69										0.0%
70	Operating Costs		312,452	105,138	56,345	33,433	209,616	46,303	3,549,445	31.1%
71	Buildings.	62							0	0.0%
72	Improvements/OT Bldg	63	0				12,000	12,000	26,000	0.2%
73	Machinery & Equipment	64	0		4,200		12,000		26,200	0.2%
74	Books/Public Library	66		50,000					50,000	0.4%
75	Lease Purchase Payments	73							5,000	0.0%
76	Capital Outlay		0	50,000	4,200	0	24,000	12,000	107,200	0.9%
77	Department Total - 2014		676,338	581,501	190,122	175,471	347,316	171,567	11,426,095	100.0%

	A	B	AI	AJ	AK	AL	AM	AN
1	ENTERPRISE FUND EXPENDITURES FY 2014							
2	FY2014	Acct	Sanitation	Water	Sewer	Storm	Marina	ENTERPRISE
3	Final Version	#				Water		FY14 TOTAL
4	Exec. Salary	40118						
5	Salaries	40148	480,235	171,816	171,816	43,254	132,052	999,173
6	Other Salaries	13	0				0	0
7	Overtime	14	15,000	7,140	7,140	2,000	2,000	33,280
8	Fire Stipend	15-01						0
9	Incentive Pay	15-02						0
10	Car Allowance	15-03	840	630	630		0	2,100
11	Field Training	15-05						0
12	Off Duty	15-06						0
13	Court Time	15-07						0
14	Acting Sup	15-06						0
15	Assignment	15-11						0
16	Miscellaneous	15-12						0
17	Shift Premium Incent.	15-13						0
18	F I C A	21-01	29,775	10,653	10,653	2,682	8,187	61,950
19	Medicare	21-02	6,963	2,491	2,491	627	1,915	14,487
20	Retirement	22-00	95,707	33,704	33,704	9,040	23,201	195,356
21	Health Insurance	23-01	93,205	26,149	26,149	7,553	14,007	167,063
22	Disability Insurance	23-02	2,339	837	837	209	535	4,757
23	Life Insurance	23-04	1,467	525	525	131	336	2,984
24	Worker Comp.	24	44,097	4,109	4,109	1,584	2,367	56,266
25	Unemployment	25	0	0	0	0	0	0
26	People Costs		769,628	258,054	258,054	67,080	184,600	1,537,416
27	Professional Svc	31	0	0	0	8,175	0	8,175
28	Attorney-Retainer	31-01						0
29	Litigation	31-02						0
30	Labor Services	31-03						0
31	Accounting/Auditing	32						0
32	Court Reporting	33						0
33	Other Contractual	34	420,550	1,650,194	892,629	43,864	10,600	3,017,837
34	Travel/Per Diem	40		0			2,930	2,930
35	Communications	41	13,805	14,439	13,860	447	14,257	56,808
36	Electricity	43-01	2,430		14,817		29,086	46,333
37	Water & Sewer	43-02	5,335		828		22,051	28,214
38	Other	43-03						0
39	Rental & Leases	44		2,560	2,000	200	0	4,760
40	General Liability	45-01	2,804	609	455	228	756	4,852
41	Auto Ins.	45-02	2,884	1,318	662		441	5,305
42	Property Ins	45-03	2,435	1,779	1,779		29,129	35,122
43	Other	45-04					20,112	20,112
44	Repairs & Maintenance	46	293,795	9,918	26,051	50,000	20,650	400,414
45	Printing & Binding	47	1,500	8,500		1,150	1,175	12,325
46	Promotional	48	5,090				15,000	20,090
47	Other Current Charges	49					400	400
48	Administration Chgs	49-02	237,932	233,811	175,358	58,453	217,934	923,488
49	Office Supplies	51	1,800	3,200	1,140	855	855	7,850
50	Operating Supplies	52	69,480	64,140	34,450	450	34,200	202,720
51	Inventory Resale	52-01					572,500	572,500
52	Road Material	53						0
53	Book/Pubs/Subs	54		380		500	765	1,645
54	Interfund Transfers	55-90	659,751	516,901	0		471,980	1,648,632
55	Training & Education	55-00				400		400
56	Operating Costs		1,719,591	2,507,749	1,164,029	164,722	1,464,821	7,020,912
57	Buildings.	62					880,000	880,000
58	Improvements/OT Bldg	63	0		500,000	75,000	160,000	735,000
59	Machinery & Equipment	64	36,250	18,125	18,125	36,250		108,750
70	Lease Purchase Payment	73	5,000	2,500	2,500	5,000		15,000
71	Capital Outlay		41,250	20,625	520,625	116,250	1,040,000	1,738,750
72	Department Total - 2014		2,530,469	2,786,428	1,942,708	348,052	2,689,421	10,297,078

	A	B	AA	AB	AC	AD
1	SPECIAL REVENUE FUND EXPENDITURES FY 2014					
2	FY2014	Acct	WRD	49th	Spcl Rev.	% FY13
3	ADOPTED	#		Street	FY14TOTAL	Budget
4	Exec. Salary	40118			0	0.00%
5	Salaries	40148	0	45,527	45,527	25.10%
6	Other Salaries	13			0	0.00%
7	Overtime	14	0	0	0	0.00%
8	Fire Stipend	15-01			0	0.00%
9	Incentive Pay	15-02			0	0.00%
10	Car Allowance	15-03	0	1,050	1,050	0.58%
11	Field Training	15-05			0	0.00%
12	Off Duty	15-06			0	0.00%
13	Court Time	15-07			0	0.00%
14	Acting Sup	15-06			0	0.00%
15	Assignment	15-11			0	0.00%
16	Miscellaneous	15-12			0	0.00%
17	Shift Premium Incent.	15-13			0	0.00%
18	F I C A	21-01	0	2,823	2,823	1.56%
19	Medicare	21-02	0	660	660	0.36%
20	Retirement	22-00	0	7,484	7,484	4.13%
21	Health Insurance	23-01	0	6,076	6,076	3.35%
22	Disability Insurance	23-02	0	271	271	0.15%
23	Life Insurance	23-04	0	170	170	0.09%
24	Worker Comp.	24	0	513	513	0.28%
25	Unemployment	25	0	0	0	0.00%
26	People Costs		0	64,574	64,574	35.60%
27	Professional Svc	31	30,175	175	30,350	16.73%
28	Attorney-Retainer	31-01			0	0.00%
29	Litigation	31-02			0	0.00%
30	Labor Services	31-03			0	0.00%
31	Accounting/Auditing	32			0	0.00%
32	Court Reporting	33			0	0.00%
33	Other Contractual	34			0	0.00%
34	Travel/Per Diem	40			0	0.00%
35	Communications	41		370	370	0.20%
36	Electricity	43-01	6,500	650	7,150	3.94%
37	Water & Sewer	43-02			0	0.00%
38	Other	43-03			0	0.00%
39	Rental & Leases	44	7,050		7,050	3.89%
40	General Liability	45-01	121		121	0.07%
41	Auto Ins.	45-02			0	0.00%
42	Property Ins	45-03	0		0	0.00%
43	Other	45-04			0	0.00%
44	Repairs & Maintenance	46	20,000		20,000	11.03%
45	Printing & Binding	47		0	0	0.00%
46	Promotional	48	29,750		29,750	16.40%
47	Other Current Charges	49			0	0.00%
49	Office Supplies	51			0	0.00%
50	Operating Supplies	52			0	0.00%
51	Inventory Resale	52-01			0	0.00%
52	Road Material	53			0	0.00%
53	Book/Pubs/Subs	54			0	0.00%
54	Interfund Transfers	5590	0		0	0.00%
55	Contingency	5599			0	0.00%
56	Operating Costs		93,596	1,195	94,791	52.27%
57	Buildings.	62			0	0.00%
58	Improvements/OT Bldg	63	22,000	0	22,000	12.13%
59	Machinery & Equipment	64			0	0.00%
70	Capital Outlay		22,000	-	22,000	12.13%
71	Department Total - 2014		115,596	65,769	181,365	100.00%



CITY COUNCIL

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
City Council

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 BUDGET</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Council Members	4.00	4.00	4.00	4.00
Mayor	1.00	1.00	1.00	1.00
Total:	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

CITY OF GULFPORT
Fiscal Year 2014
City Council

MISSION

By Charter, the City Council acts as the legislative branch of city government. The City Council has the power to hire a City Manager, City Clerk and City Attorney, and to appoint citizens to serve on numerous City boards and committees. The City Council represents the citizens of Gulfport, and is dedicated to anticipating and providing for the needs of the City through quality service. The City Council has the authority to establish public policies; levy taxes; grant, renew or extend franchises; set service or uses fees for municipal services, and authorize the borrowing of money.

PERSONNEL

SALARIES AND WAGES

511-12	Compensation is directed by the City Charter and Code of Ordinances	38,400
	Mayor's salary	(9,600)
	City Council salary - 4 @ 7,200	(28,800)

FICA & MEDICARE

511-21	FICA budgeted at 6.2% of salary	2,380
	Medicare budgeted at 1.45% of salary	557

OPERATING COSTS

OTHER CONTRACTUAL

511-34	This category covers the portion of former Mayor's retirement pay the City is required to pay per FSS.	4,800
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TRAVEL AND TRAINING

511-40	This category includes travel and per diem for City Council at the National League of Cities, Florida League of Cities, Suncoast League of Cities, and other related workshops & seminars.	9,700
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COMMUNICATION

511-41	iPad monthly wireless fees	2,400
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PRINTING AND BINDING

511-47 This category covers the cost of business cards, name tags, etc for the City council. **300**

PROMOTIONAL

511-48 Costs associated with hosting the volunteer luncheon, reassurance luncheon, meetings and other City-sponsored functions, and the Centennial Birthday celebration. **8,600**

OFFICE SUPPLIES

511-51 Covers the cost of routine office supplies **1,000**

OPERATING SUPPLIES

511-52 Includes costs to support the job task of the City Council to include Council portraits. **500**

MEMBERSHIPS AND TRAINING

511-54 This category includes dues and memberships to various associations by the Mayor and City Council, including: **6,035**

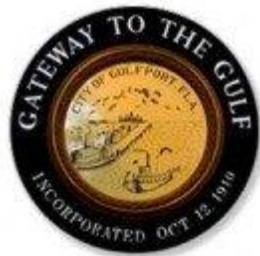
Florida League of Mayors	(275)
Suncoast League of Cities	(500)
Florida League of Cities	(1,420)
National League of Cities	(1,490)
Mayors' Council of Pinellas	(150)
Tampa Bay Regional Planning Council	(2,000)
Other memberships requested by the Mayor & City Council	(200)

TRAINING AND EDUCATION

511-55 Registration fees for National League of Cities, Florida League of Cities, Suncoast League of Cities and other workshops and seminars. **5,700**

CITY OF GULFPORT
FY 2014 Budget
City Council
001-1111-511

ACCOUNT	Div Acct. # 1111-511	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Executive Salaries	511-11-01	39,000	38,400	38,400	38,400	38,400	38,400	0.0%
Salaries & Wages	511-12-01	61,190	0	0				
Vacation Leave	511-12-02	2,946						
Sick Leave	511-12-03	1,294						
Other Salaries	511-13	26,840						
Overtime	511-14	0	0	0	0			
Incentive Pay	511-15-02	0						
Assignment Pay	511-15-11	0						
FICA Tax	511-21-01	6,309	2,538	2,380	2,381	2,380	2,380	0.0%
Medicare Tax	511-21-02	1,475	594	557	557	557	557	0.0%
Retirement	511-22-00	6,942	0	0	0			
Health Insurance	511-23-01	6,985	0	0	0			
Disability Insurance	511-23-02	470	0	0	0			
Life Insurance	511-23-04	266	0	0	0			
Workers Compensation	511-24	395	0	42	0			
Unemployment	511-25	0	0	0				
People Costs		154,112	41,532	41,379	41,338	41,337	41,337	0.0%
Professional & Contractual	511-31	29,479	0	0	4,237			
Other Contractual	511-34	19,416	0	0	0	0	4,800	0.0%
Travel & Training	511-40	10,933	10,040	3,080	5,148	9,700	9,700	0.0%
Communications	511-41	2,789	679	849	767	600	2,400	0.0%
General Liability	511-45-01	1,010	512	110	0	0	0	0.0%
Repairs & Maintenance	511-46	0	0	0		0	0	0.0%
Printing & Binding	511-47	3,110	784	546	401	600	300	-50.0%
Promotional	511-48	4,772	3,903	6,987	3,951	8,600	8,600	0.0%
Other Current Charges	511-49	12,673	0	0	226	0	0	0.0%
Office Supplies	511-51	4,348	712	233	559	1,000	1,000	0.0%
Operating Supplies	511-52	1,640	162	236	57	500	500	0.0%
Bks/Pubs/Subs	511-54	12,735	8,650	7,363	7,140	5,695	6,035	6.0%
Training and Education	511-55					6,000	5,700	-5.0%
Transfer to Capital	581	0	0	0				
Operational Costs		102,905	25,442	19,404	22,486	32,695	39,035	19.4%
Improvements/OT Bldg	511-63							
Machinery & Equipment	511-64							
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		257,017	66,974	60,783	63,824	74,032	80,372	8.6%



CITY CLERK

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
City Clerk

PERSONNEL:	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Position:				
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
City Clerk

MISSION

To ethically and impartially preserve and maintain the official records of the city; assist the public in acquiring public documents and information; provide administrative support to the City Council; and administer city elections in accordance with statutory requirements.

PROGRAMS

MAYOR AND CITY COUNCIL - Provide administrative support to the Mayor and City Council. Act as a liaison for the citizens in their communications to the Mayor and City Council.

AGENDA PREPARATION & DISTRIBUTION – Prepares and distributes the agendas and minutes for the meetings of City Council, Planning and Zoning Board, Board of Adjustment and other various board and committees as required. Prepares and publishes legal advertisements and notices of meetings as required by City Charter and State Law.

BOARD AND COMMITTEES – Coordinates appointments to City Boards and Committees.

CODIFICATION – Maintain and oversee the updates to the City Code of Ordinances.

ELECTIONS – Supervise all City elections in accordance with the City Charter and State Law.

RECORDS MANAGEMENT - Manage and administer the City’s Records Management Program and assists the public with requests for public information in compliance and in accordance with State Law.

PERSONNEL

SALARIES AND WAGES

512-12-01	Includes the City Clerk and Deputy City Clerk.	112,135
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OTHER WAGES

512-14	Overtime	1,000
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FICA & MEDICARE

512-21	FICA - budgeted at 6.2% of salary	6,952
	Medicare – budgeted at 1.45% of salary	1,626

RETIREMENT

512-22	Retirement	16,769
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

512-23-01	Health Insurance	14,008
512-23-02	Disability	710
512-23-04	Life Insurance	445

WORKER'S COMPENSATION

512-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	481
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OPERATING COSTS

CONTRACT SERVICES

512-34	This category covers the cost of the annual municipal election (13,500), Costs associated with the codification of the City Code of Ordinances and internet fees (3,300) Laserfiche Licensing (5,000 – citywide) Records Management Program (17,200).	39,000
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TRAVEL AND TRAINING

511-40	This category covers the cost for the City Clerk or the Deputy Clerk to attend the Annual Florida Association of City Clerks Conferences, the Annual Florida Records management Association Conference, meetings of the Pinellas County Municipal Clerks Association and related workshops and seminars.	2,090
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COMMUNICATIONS

511-41	Centranet, Suncom, telephones, iPad and office postage	2,740
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INSURANCE

511-45	Covers the cost of General Liability coverage	1030
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PRINTING AND BINDING

511-47	Covers the cost of copy machine charges, stationary and business cards.	2,900
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LEGAL ADVERTISING

511-49	Covers the cost of related expenses for the placement of public and legal notices, and fees for official document recording.	11,000
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OFFICE SUPPLIES

511-51	Covers the cost of routine office supplies	2,285
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BOOKS/MEMBERSHIPS/SUBSCRIPTIONS

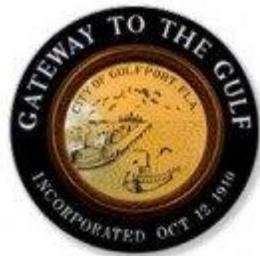
511-54 Includes professional memberships for the City Clerk and Deputy City Clerk in the following organizations: IIMC, FRMA, FACC, and PCMCA. **560**

TRAINING AND EDUCATION

511-55 Registrations for City Clerk or Deputy City clerk to attend the Annual Florida Association of City Clerks Conferences and Annual Florida Records Management Association Conference and other related workshops and seminars. **1250**

CITY OF GULFPORT
FY 2014 Budget
City Clerk
001-1112-512

ACCOUNT	Div Acct. # 1111-511	FY09 Actual w/Council	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Executive Salaries	511-11-01							
Salaries & Wages	512-12-01		99,362	99,977	100,513	109,937	112,135	2.0%
Vacation Leave	512-12-02		5,552	6,385	7,334			0.0%
Sick Leave	512-12-03		1,109	1,161	642			0.0%
Other Salaries	512-13							0.0%
Overtime	512-14		1,738	844	1,187	1,000	1,000	0.0%
Incentive Pay	512-15-02							0.0%
Assignment Pay	512-15-11							0.0%
FICA Tax	512-21-01		6,032	6,382	6,097	6,878	6,952	1.1%
Medicare Tax	512-21-02		1,411	1,493	1,426	1,609	1,626	1.1%
Retirement	512-22-00		13,471	12,994	10,711	15,820	16,769	6.0%
Health Insurance	512-23-01		11,981	10,655	12,633	12,876	14,008	8.8%
Disability Insurance	512-23-02		493	495	636	898	710	-20.9%
Life Insurance	512-23-04		411	419	452	475	445	-6.3%
Workers Compensation	512-24		437	233	385	481	481	0.1%
Unemployment	512-25							0.0%
People Costs		0	141,997	141,038	142,016	149,974	154,126	2.8%
Professional & Contractual	512-31							0.0%
Other Contractual	512-34		35,819	36,325	25,055	29,500	39,000	32.2%
Travel & Training	512-40		1,943	329	1,153	1,205	2,090	73.4%
Communications	512-41		1,103	545	868	2,240	2,740	22.3%
General Liability	512-45-01		584	649	924	1,030	1,030	0.0%
Repairs & Maintenance	512-46						0	0.0%
Printing & Binding	512-47		5,183	2,593	2,735	2,900	1,000	-65.5%
Promotional	512-48				0	0	0	0.0%
Legal Advertising	512-49		12,231	13,002	12,908	11,000	11,000	0.0%
Office Supplies	512-51		2,072	1,308	1,748	2,285	2,285	0.0%
Operating Supplies	512-52				0	0	0	0.0%
Bks/Pubs/Subs	512-54		779	999	710	540	560	3.7%
Training & Education	512-55					460	1,025	122.8%
Transfer to Capital	581							0.0%
Operational Costs		0	59,714	55,750	46,101	51,160	60,730	18.7%
Improvements/OT Bldg	512-63				9,981			0.0%
Machinery & Equipment	512-64							0.0%
Capital Outlay		0	0	0	9,981	0	0	0.0%
DEPARTMENT TOTAL		0	201,711	196,788	198,098	201,134	214,856	6.8%



CITY ATTORNEY

CITY OF GULFPORT
Fiscal Year 2014
City Attorney

MISSION

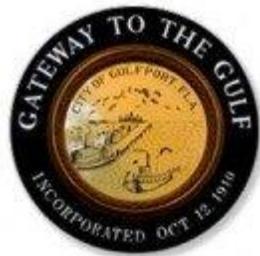
The City Attorney is appointed by the City Council and is responsible for providing general legal advice to the City Council, City manager and other administrative staff. The City Attorney reviews ordinances, resolutions, contracts and other legal agreements and represents the City in Legal proceedings in the prosecution of municipal ordinance violations and defends the City against actions brought by the public against the City.

LITIGATION

514-31-02 This category covers all costs associated with legal services provided by the City Attorney and costs associated with the hiring of outside council. **87,500**

CITY OF GULFPORT
FY 2014 Budget
City Attorney
001-1212-514

ACCOUNT	Div	FY09	FY10	FY11	FY12	FY13	FY14	% Change
	Acct. #	Actual	Actual	Actual	Actual	Adopted	Adopted	FY13 adopt
	1212-514	Expend	Expend	Expend	Expend	Budget	Budget	To FY14
Salaries & Wages								
Vacation Leave								
Sick Leave								
Other Salaries								
Overtime								
Overtime								
Incentive Pay								
Incentive Pay								
Assignment Pay								
FICA Tax								
Medicare Tax								
Retirement								
Health Insurance								
Disability Insurance								
Life Insurance								
Workers Compensation								
Unemployment								
People Costs		0	0	0	0	0	0	
Professional Svc	514-31	0	0	0	0	0	0	
Attorney-Retainer	514-31-01	49,500	0	0	0	0	0	
Litigation	514-31-02	103,038	97,881	90,238	98,523	87,500	87,500	0.0%
Labor Services	514-31-03	9,033	1,138	3,975	0	0	0	
Other Contractual	514-34	1,744	675	0	0	0	0	
Travel/Per Diem	514-40	0	0	0	0	0	0	
Bks/Pubs/Subs	514-54	0	10	0	0	0	0	
Operational Costs		163,315	99,704	94,213	98,523	87,500	87,500	0.0%
DEPARTMENT TOTAL		163,315	99,704	94,213	98,523	87,500	87,500	0.0%



CITY MANAGER

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
City Manager

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 BUDGET</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
City Manager	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
City Manager

MISSION

The City Manager is appointed by the City Council and serves as the Chief Executive Officer of City government. Day-to-day responsibilities of the City Manager include hiring and supervising all Department Directors and City staff, with the exception of the City Attorney and those employed by the City Clerk's office, and serves as liaison between the City Council and City departments and staff.

PERSONNEL

SALARIES AND WAGES

512-12-01	One City Manager and one Administrative Assistant	158,791
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OTHER WAGES

512-14	Overtime	0
512-15-03	Car Allowance	5,400

FICA & MEDICARE

512-21-01	FICA budgeted at 6.2% of salary	9,845
512-21-02	Medicare budgeted at 1.45% of salary	2,302

RETIREMENT

512-22-00	Retirement	26,363
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

512-23-01	Health Insurance	14,008
512-23-02	Disability	1,004
512-23-03	Life Insurance	630

WORKERS' COMPENSATION

512-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	427
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OPERATING COSTS

PROFESSIONAL & CONTRACTURAL

512-31	Costs associated with various professional services contracts.	92,263
512-34	49 th Street Neighborhood camera program	10,000

TRAVEL AND PER DIEM

512-40	Conferences, seminars, CERT Team participation in annual CERT Hurricane training.	2,500
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COMMUNICATIONS

512-41	Suncom, cell phone, postage	282
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INSURANCE

512-45-01	General liability	300
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REPAIRS AND MAINTENANCE

512-45		100
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PRINTING AND BINDING

512-47	Includes in-house publications such as CERT handbooks and Annual Budget books, outsourced services such as business cards, and purchase of printer cartridges.	1,900
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OFFICE SUPPLIES

512-51	Filing supplies, pens, notebooks, etc.	475
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OPERATING SUPPLIES

512-52	General operating supplies	523
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BOOKS/PUBLICATIONS/MEMBERSHIPS

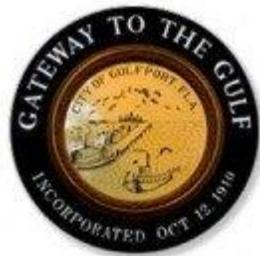
512-54	Funds to cover dues and memberships for ICMA and FCCMA, the Chamber of Commerce and lobby activity.	1,420
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TRAINING AND EDUCATION

512-55	Registrations for miscellaneous workshops and seminars	200
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CITY OF GULFPORT
FY 2014 Budget
City Manager
001-1313-512

ACCOUNT	Div Acct. # 1313-512	FY09	FY10	FY11	FY12	FY13	FY14	% Change FY13 adopt To FY14
		Actual Expend	Actual Expend	Actual Expend	Actual Expend	Adopted Budget	Adopted Budget	
Salaries & Wages	512-1201	57,677	124,221	139,069	141,072	152,437	158,791	4.2%
Vacation Leave	512-12-02	8,496	5,753	6,585	5,793			0.0%
Sick Leave	512-12-03	2,108	1,629	4,675	2,786			0.0%
Overtime	512-14	28	0	0	0			0.0%
Car Allowance	512-15-03	415	4,585	5,415	5,431	5,400	5,400	0.0%
FICA Tax	512-21-01	4,618	8,011	9,455	9,175	9,786	9,845	0.6%
Medicare Tax	512-21-02	1,080	1,874	2,271	2,174	2,289	2,302	0.6%
Retirement	512-22-00	2,801	18,622	21,676	18,434	25,451	26,363	3.6%
Health Insurance	512-23-01	728	3,388	6,945	7,316	7,454	14,008	87.9%
Disability Insurance	512-23-02	266	420	208	245	1,254	1,004	-19.9%
Life Insurance	512-23-04	178	327	130	131	663	630	-5.0%
Workers Compensation	512-24	351	388	243	341	427	427	0.0%
Unemployment	512-25	0	0	0				0.0%
People Costs		78,746	169,218	196,672	192,898	205,160	218,770	6.6%
Professional & Contractual	512-31	0	1,185	974	32	92,263	92,263	0.0%
Other Contractual	512-34	0	0	0			10,000	0.0%
Travel & Training	512-40	1,541	249	2,352	70	2,500	2,500	0.0%
Communications	512-41	309	719	1,377	1,033	282	282	0.0%
General Liability	512-45-01	317	320	221	270	300	300	-0.1%
Repairs & Maintenance	512-46	144	0	0	0	100	100	0.0%
Printing & Binding	512-47	2,158	1,880	1,439	1,539	1,900	1,900	0.0%
Promotional	512-48	3,905	781	43	806			0.0%
Office Supplies	512-51	153	568	147	529	475	475	0.0%
Operating Supplies	512-52	0	131	26	1,171	523	523	0.0%
Bks/Pubs/Subs	512-54	775	1,639	1,503	1,445	1,420	1,420	0.0%
Training & Education	512-55					2,000	200	-90.0%
Operational Costs		9,302	7,472	8,082	6,895	101,763	109,963	8.1%
Buildings	512-62							0.0%
Machinery & Equipment	512-64							0.0%
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		88,048	176,690	204,754	199,793	306,924	328,733	7.1%



POLICE

CITY OF GULFPORT
Fiscal Year 2014
Police Department

	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 BUUDGET
Position:				
Police Chief	1.00	1.00	1.00	1.00
Lieutenants	1.00	1.00	2.00	2.00
Police Sergeants	5.00	5.00	4.00	4.00
Detective Sergeant	1.00	1.00	1.00	1.00
Detectives	2.00	2.00	3.00	3.00
Police Officers	18.00	18.00	17.00	18.00
Crime Analyst	1.00	1.00	1.00	1.00
Communications Dispatchers	4.00	0.00	-	-
Police Services Supervisor	1.00	1.00	1.00	1.00
School Crossing Guards (P/T)	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Staff Assistant II	1.00	1.00	1.00	1.00
School Resource Officer	2.00	2.00	2.00	2.00
Tech. System Specialist (P/T)	-	-	-	0.5
Total:	41.00	36.00	36.00	37.5

Budget Highlights

- Reflects additional officer for 49th Street South program.
- Salary costs reflect 2% wage increase estimate – pending union negotiations.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Police Department

MISSION

The Police Department is responsible for maintaining a public sense of safety and security through prevention and enforcement of illegal and unsafe activity in coordination with the community.

PROGRAMS

CALLS FOR SERVICE – This involves the immediate response to routine and emergency calls for service 24 hours per day, seven days per week. These calls include late-reported as well as in-progress crimes, missing persons, found or lost property, and nuisance complaints, to name a few. Calls for service are the primary basis for calculating the number of patrol officers required. In 2012, police were dispatched to 8,244 calls for service.

CRIMINAL INVESTIGATIONS – This involves exhaustive follow-up of leads in reported criminal offenses. Cases meeting established solvability factors are assigned to detectives with the goal of identifying and apprehending perpetrators of these crimes. In 2012, detectives were responsible for follow-up investigation of 710 offense reports.

PROBLEM ORIENTED PATROL – This involves the identification and resolution of community problems. These problems may involve actual or perceived criminal activity, or they may be quality of life issues such as nuisances and code violations. Problem oriented patrol cases are documented, assigned, and tracked similar to criminal investigations.

TRAFFIC SAFETY – This involves the investigation of traffic crashes occurring on public roadways, as well as efforts to reduce the frequency and severity of crashes. These efforts include traffic law enforcement, preventive education, and participation in traffic-way design projects. In 2012, officers investigated 124 traffic crashes and issued 1265 traffic citations.

CRIME PREVENTION – This involves programs designed to involve the community in efforts to prevent crime. Includes the citizens' police academy, crime watch coordination, site security surveys, community presentations, and other public information activities.

RECORDS – This function covers maintenance of reports and associated documents for all calls for service, field contacts, and criminal offenses. Records must be maintained and disseminated in accordance with Florida public records laws.

COMMUNICATIONS – This involves the coordination of service contracts for computer aided dispatch and radio/telephone communications. In addition, staff is responsible for the acquisition and maintenance of approximately \$175,000 worth of communication hardware.

ACCREDITATION – This program represents a commitment by the City to ensure the public that its police operations are on par with the most current and stringent standards in the field. Accreditation involves demonstrating through documented proofs, audits, and inspections that the agency is in compliance with these established standards. Assessments occur every three years, with the next one being scheduled for April of 2015.

INTERNAL AFFAIRS – The Internal Affairs function is responsible for ensuring the professionalism of police

employees. This includes the operation of a fair and impartial system for investigating allegations of employee misconduct. It also covers the screening and background investigations of police officer applicants. Additionally, the Internal Affairs function ensures that all employees are trained in accordance with their respective assignments.

SUPPORT SERVICES – This includes many of the “behind the scenes” functions that are required for day-to-day operation, such as security of evidence, acquisition and maintenance of equipment and supplies, technological support, and coordination of facilities maintenance. In addition, support service staff often fill in to help in operational roles such as records and communications.

PERSONNEL

SALARIES AND WAGES

513-12-01	Police Department staffing includes 30 sworn and 4 civilian, full-time employees, as well as 1 part-time Technology Specialist and 4 part-time school crossing guards. This line item must reflect an increase over last year for the part-time technology specialist (\$20,000), and an additional officer.	1,829,158
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OVERTIME

521-14	Overtime: These funds are used to cover extra hours worked in emergency situations, or to cover shifts during shortages. Increase to reflect changes in CBA which designate that holidays will be paid at the overtime rate.	100,000
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INCENTIVE PAY

521-15-02	Incentive Pay: Florida Law requires educational incentive payment, above and beyond the base pay to sworn officers who achieve designated levels of education or advanced training. Many of our officers have advanced degrees and/or levels of training.	28,980
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ASSIGNMENT PAY

521-15-05	In accordance with the collective bargaining agreement, officers serving as field training officers are entitled to additional pay while working in that capacity.	2,000
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OFF DUTY PAY

521-15-06	Covers cost of officers working under contract to provide security at private or special events. These costs are reimbursed by the contractor and/or the city's special event fund.	12,000
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COURT PAY

521-15-07	Pay for off-duty court appearances and depositions. Increase due to anticipated appearances for red-light-camera violations.	23,000
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ASSIGNMENT PAY

521-15-10	In accordance with collective bargaining agreements, employees assigned as	2,000
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acting supervisors are provided additional compensation when serving in that capacity.

MISCELLANEOUS

521-15-12	In accordance with the collective bargaining agreement, officers are provided a shoe allowance and uniform cleaning allowance.	16,600
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SHIFT PREMIUM

521-15-13	In accordance with collective bargaining agreements, employees working night time hours are paid an extra rate for those hours.	32,200
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FICA & MEDICARE

521-21-01	FICA budgeted at 6.2% of salary	120,589
521-21-02	Medicare budgeted at 1.45% of salary	28,202

RETIREMENT

521-22	Retirement is budgeted at the current actuarial valuation for the employees who are in a defined benefit plan.	502,552
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and Life insurance is also provided for full-time employees.

512-23-01	Health Insurance	221,374
512-23-02	Disability	9,295
512-23-04	Life Insurance	5,900

WORKER'S COMPENSATION

521-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to the risk level associated with each job classification.	59,448
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OPERATING COSTS

PROFESSIONAL SERVICES

521-31	These funds are used to obtain external services that are more cost effective than to employ in-house personnel: Fire and panic alarm monitoring (\$1,600) Medical Examiner laboratory tests (\$3,500) Other forensic testing as needed (\$1,000)	14,350
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Database access for background and criminal invests (\$750)
 Security surcharges for the Juvenile Assessment Center (\$7,500)
 Vehicle speedometer certification (\$1,500)

Prisoner transportation services this item was previously funded by a grant that has now expired **\$20,000**

521-31-04 Pre-employment screening, to include physical exams, drug screening, polygraph tests, and psychological assessments. **3,500**

COURT REPORTING

521-33 Costs to cover court reporting in potential arbitration or other legal proceedings. **500**

OTHER CONTRACTUAL

521-34 Includes contracts for specialized products and services, including: **13,600**

Wrecker service for impounded vehicles (\$1,000)
 Pinellas auto-dialer system (\$5,000)
 Digital evidence storage system (\$6,000)
 Janitorial (\$6,700)
 Pest control service (\$900)

521-34-21 Pinellas sheriff's contract for crime scene investigations, evidence storage, and fingerprint analysis. **42,251**

521-34-22 Pinellas sheriff's contract for dispatch and records management systems. **64,311**

521-34-23 Pinellas sheriff surcharges for dictation of police offense reports. **3000**

INVESTIGATIONS

521-35 Covers costs associated with special investigations, including rental of undercover vehicles as well as payments for crime tips and informants. (Previously, incorrectly included in account 52) **0**

TRAVEL AND PER DIEM

521-40 Covers travel costs associated with training and conferences not held locally. These include association conferences and accreditation meetings, as well as advanced training in subjects such as traffic homicide investigation, internal affairs, and tactical operations. Police employees not only require minimum training established by state law, but they also must have training commensurate with their assignment in order to maintain various certifications. The increase is taken from the training line item. **10,000**

COMMUNICATIONS

521-41 Covers costs for all communications service and equipment. Most of these recurring charges are necessary in order to maintain a link between officers' radios and computers and those located in the communications center. Without these links, safety and efficiency would be greatly diminished. Items include: **14,960**

- Local & long distance land-lines (\$6,500)
- Bright House cable television access (\$3,400)
- Postage expenses (\$1,200)
- Neighborhood Center pay phone (\$1,160)
- GTE Circuit (\$1,500)
- Radio batteries (\$500)
- Modem services for front door (\$1,200)

521-41-03 Charges for cellular phones that are assigned to each officer for field communications. **12,500**

521-41-04 Charges for aircards for laptop computers used by officers in the field. **16,000**

UTILITIES

521-43-01 Electricity **21,000**

521-43-01 Water & sewer **4,300**

521-43-03 Gas **650**

RENTALS AND LEASES

521-44 Covers the cost of the lease for the primary copier/printer used by the police records department, as well as minor costs associated with rental of a safety deposit box for certain record storage. **5,000**

INSURANCE

521-45-01 General Liability **18,150**

521-45-02 Automobile **0**

521-45-03 Property **15,496**

REPAIRS AND MAINTENANCE

521-46 Covers the cost of operating and maintaining all equipment, computers, and software. The largest component of this is fuel and service for the police vehicle fleet. **34,500**

- Patrol boat maintenance (\$1,500)
- Performance evaluation software (\$1,500)
- Radio systems maintenance (\$8,000)
- Copy machine maintenance (\$2,100)
- Fire alarm system maintenance (\$1,200)

Intoxilyzer system maintenance (\$1,000)
 Speed measurement device maintenance (\$1,500)
 Composite drawing software maintenance (\$500)
 Policy & training software module maintenance (\$3,900)
 Accreditation software maintenance (\$300)
 Miscellaneous facility maintenance (\$2,000)
 Weapon parts and maintenance (\$2,500)

521-46-50 Vehicle fuel and maintenance **142,472**

PRINTING AND BINDING

521-47 Includes costs to print various forms, such as victim rights books, domestic violence handouts, business cards, and the agency's annual report. **1,000**

PROMOTIONAL

521-48 Includes costs for community programs, such as the citizens' police academy, and maintaining the police department website. **860**

Website Hosting (\$360)
 Promotional Items (\$500)

OFFICE SUPPLIES

521-51 Includes copy paper, printer ink cartridges, media storage, pens, notebooks, etc. **10,000**

OPERATING SUPPLIES

521-52 Includes the cost for non-asset items used in daily operations: **12,600**

Cleaning supplies (\$600)
 Evidence packaging supplies (\$1,000)
 Intoxilyzer testing supplies (\$1,000)
 Vehicle registrations (\$500)
 Fuel for the patrol boat (\$4,000)
 Equipment purchased with grant funds, pending an offsetting revenue (\$5,000)

521-52-01 Explorer Program expenses. Includes the cost of equipment necessary to operate this youth program, which includes up to 15 members. Costs are offset by donations and fundraising activities. **3,000**

521-52-02 Red Light Camera program. This covers the cost of the lease and processing of citations. All costs are offset by fine revenue. **175,000**

521-52-07 Uniforms and related equipment. Approximately \$2,000 is offset by grant revenue for body armor purchases. **\$13,000**

521-22-08 Ammunition and targets for training **\$9,000**

521-52-09 Operation Santa. This program acquires and distributes gifts and food to needy families during the holiday season. All costs are offset by donations received. **\$2,000**

MEMBERSHIPS

521-54 Funds to pay for memberships in professional associations such as: **3,000**

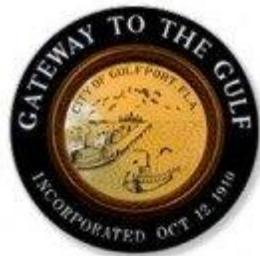
International Association of Chiefs of Police
Florida Police Chiefs Association
Tampa Bay Area Chiefs of Police
International Homicide Investigators Association
Florida Police Accreditation Coalition
FBI National Academy Associates
Florida Association of School Resource Officers

TRAINING

521-55 Includes the cost for training programs as described in the section on travel and per diem. This expense was formerly included in line item 54. Increase required as a result of state law enforcement training trust fund cuts. **7,000**

CITY OF GULFPORT
FY 2014 Budget
Public Safety-Police
001-3434-521

ACCOUNT	Div Acct. # 3432-521	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	521-12-01	1,816,739	1,782,287	1,829,432	1,685,231	1,734,888	1,829,158	5.4%
Vacation Leave	521-12-02	130,985	126,822	143,911	114,981			
Sick Leave	521-12-03	70,781	81,656	50,310	64,104			
Other Salaries	521-13	18,330	18,705	22,014	21,338	46,530	44,830	-3.7%
Overtime	521-14	144,789	140,754	122,661	122,446	60,000	100,000	66.7%
Incentive	521-15-02	31,768	22,450	26,070	28,260	43,620	28,980	-33.6%
Car Allowance	521-15-03	0		0				
Field Training	521-15-05	466	649	2,260	1,680	2,150	2,000	-7.0%
Off-Duty	521-15-06	9,331	12,082	7,349	11,468	10,000	12,000	20.0%
Court Time	521-15-07	20,468	23,592	22,006	20,799	20,000	23,000	15.0%
Acting Sup.	521-15-10	3,572	1,789	1,543	1,119	1,000	0	-100.0%
Assignment	521-15-11	211	0	0	0	3,150	2,000	-36.5%
Miscellaneous	521-15-12	19,948	18,624	14,728	17,200	15,600	16,600	6.4%
Shift Premium	521-15-13	34,051	33,197	33,576	30,681	32,200	32,200	0.0%
FICA Tax	521-21-01	140,771	136,534	142,739	126,642	122,087	120,589	-1.2%
Medicare Tax	521-21-02	32,922	31,932	33,383	29,618	28,553	28,202	-1.2%
Retirement	521-22-00	213,948	280,568	366,226	363,361	391,285	502,552	28.4%
Health Insurance	521-23-01	186,572	194,257	186,277	183,721	193,159	221,374	14.6%
Disability Insurance	521-23-02	10,183	9,556	9,644	10,165	10,628	9,295	-12.5%
Miscellaneous	521-23-03	0		0				
Life Insurance	521-23-04	6,250	5,910	6,017	5,567	5,623	5,900	4.9%
Workers Compensation	521-23-24	55,400	61,532	38,778	54,195	59,448	59,448	0.0%
Unemployment	521-25	6,973	5,024	608	1,650			
People Costs		2,954,458	2,987,920	3,059,533	2,894,228	2,779,921	3,038,128	9.3%
Professional & Contractual	521-31	54,044	54,597	61,418	57,144	12,350	14,350	16.2%
Pre-Employment Screening	521-31-04					3,500	3,500	0.0%
Court Reporting	521-33	206	0	162	0	0	500	0.0%
Other Contractual	521-34	16,449	13,308	9,965	106,327	23,059	13,600	-41.0%
PCSO CSI & Prop/Evid	521-34-21					31,785	42,251	32.9%
PCSO CAD & RMS	521-34-22					71,960	64,311	-10.6%
PCSO ARMS	521-34-23					14,586	3,000	-79.4%
Investigations	521-35					3,450	0	-100.0%
Travel & Training	521-40	9,507	6,523	7,849	13,796	7,500	10,000	33.3%
Communications	521-41	53,006	42,587	57,822	55,230	19,409	14,960	-22.9%
Cell Phone Service	521-41-03				701	12,500	12,500	0.0%
Mobile Wireless Service	521-41-04					16,000	16,000	0.0%
Electricity	521-43-01	34,236	34,950	36,980	29,974	20,271	21,000	3.6%
Water/Sewer	521-43-02	3,734	4,035	3,918	4,089	5,128	4,300	-16.1%
Other	521-43-03	592	615	604	548	650	650	0.0%
Rentals	521-44	1,917	5,259	7,455	9,055	4,830	5,000	3.5%
General Liability	521-45-01	15,377	16,261	11,880	14,034	18,150	18,150	0.0%
Auto Ins	521-45-02	23,588	25,815	17,431	21,692	0	0	-100.0%
Property	521-45-03	20,811	11,353	8,288	11,566	15,496	15,496	0.0%
Other	521-45-04	0	2,056	4,198	0	55	55	0.0%
Repairs & Maintenance	521-46	54,033	47,812	49,716	30,425	42,850	34,500	-19.5%
Vehicle Maintenance	521-46-50					157,150	142,472	-9.3%
Printing & Binding	521-47	466	168	98	124	1,000	1,000	0.0%
Promotional	521-48	1,045	915	1,058	1,458	300	860	186.7%
Office Supplies	521-51	11,388	9,276	7,993	9,122	10,000	10,000	0.0%
Operating Supplies	521-52	26,248	38,632	33,570	47,031	400	12,600	3050.0%
Explorer Exp	521-52-01	182	4,318	4,757	2,702	1,000	3,000	200.0%
Red Light Camera	521-52-02			92,541	176,016	0	175,000	0.0%
Uniforms	521-52-07					15,000	13,000	-13.3%
Ammunition	521-52-08					8,125	9,000	10.8%
Operation Santa	521-52-09					0	2,000	0.0%
Bks/Pubs/Subs	521-54	19,214	11,534	12,780	12,883	2,825	3,000	6.2%
Training & Education	521-55					21,000	7,000	-66.7%
Transfer to Capital	581	0	0	0				
Operational Costs		346,043	330,014	430,483	603,916	540,329	673,056	24.6%
Improvements	521-63			0				
Machinery & Equipment	521-64	5,406	6,501	50,330	6,748	2,000	0	-100.0%
Capital Outlay		5,406	6,501	50,330	6,748	2,000	0	-100.0%
DEPARTMENT TOTAL		3,305,907	3,324,435	3,540,346	3,504,892	3,322,250	3,711,184	11.7%



FIRE

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Public Safety - Fire Department

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 BUDGET</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
EMS Manager/Fire Chief	1.00	1.00	1.00	1.00
Fire Captain	-	-	-	-
Lieutenant Firefighter/Paramedic	3.00	3.00	3.00	3.00
Firefighter/Volunteers	2.00			-
Fire Inspector	0.50	0.50	0.50	0.50
Staff Assistant II	-	-	-	-
Environmental Safety Officer	-	-	-	-
Firefighter/Paramedics	8.00	8.00	8.00	8.00
Firefighter/EMT	1.00	1.00	1.00	1.00
Total:	<u>15.50</u>	<u>13.50</u>	<u>13.50</u>	<u>13.50</u>

Budget Highlights

- Salary costs reflect 2% wage increase estimate – pending union negotiations.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Fire Department

MISSION

The Fire Department is a full service fire agency that provides fire and emergency medical services to the residents, businesses and visitors of the City of Gulfport. These services include, but are not limited to, responses for fire, hazardous materials incidents, vehicle crashes, emergency medical service, commercial fire inspections, home-safety fire inspections, free smoke detector installation including batteries, pool safety inspections, Vial of Life program, CERT program, hurricane special needs evacuation program, CPR training, blood borne pathogen training and fire prevention training. The Fire Department also is responsible to the City Manager.

PROGRAMS

FIRE PREVENTION/PUBLIC EDUCATION – The Fire Department each year holds classes or gives lectures to the public concerning fire prevention and disaster planning. A great amount of education is devoted to our school children each year. A yearly average of persons receiving education is over 1,000.

SAFETY SURVEY PROGRAM AND SMOKE DETECTOR PROGRAMS –The Safety Survey programs involves shift personnel and Fire Inspector limited safety Surveys for our commercial building and private residences. The Smoke Detector Program will provide smoke detectors to our residents.

EMERGENCY MANAGEMENT PROGRAM – The Fire Department has the responsibility of managing the City's Emergency Management Plan which includes all the city departments, re-entry and recovery. One section of this plan provides for the evacuation of the citizens with special needs which are coordinated by Fire Department personnel. The Fire Department also provides education to the public for emergency preparedness.

FIRE PREVENTION/SUPPRESSION –The Fire Department is dispatched to fire and other emergency calls. In order to ensure that our citizens receive the most efficient service, the administration has made every effort to provide the department with equipment necessary to accomplish fire suppression.

EMERGENCY MEDICAL SERVICES – Thus far in FY 2013 our department has been dispatched to 2,772 medical emergency calls/rescue calls. Pinellas County Emergency Medical Services has instituted a consolidated county-wide training program. Through the continuing education training program our paramedics and emergency medical technicians receive uniform and up-to-date training making all personnel more efficient and knowledgeable.

PERSONNEL

SALARIES AND WAGES

522-12-01 Fire department staffing includes 14 full time positions, including 1 Fire Chief, 3 Fire Lts. and 9 firefighter paramedics and/or EMT's. **\$800,284**

OVERTIME

522-14 Overtime: These funds are used to cover extra hours worked in emergency situations, or to cover shifts during shortages **\$120,000**

INCENTIVE

522-15-02 Incentive Pay: educational incentive payment, above and beyond the base pay to firefighters who achieve designated levels of education or advanced training. IAFF contractual pay for certifications held. **\$20,520**

ASSIGNMENT

522-15-11 These funds are used to cover acting assignment in absence of the Chief or Lts. **\$2,100**

MISCELLANEOUS

522-15-12 These funds are used to cover uniform cleaning allowance and shoe allowance. **\$2,400**

FICA & MEDICARE

522-21-01 FICA budgeted at 6.2% of salary **\$49,618**

522-21-02 Medicare budgeted at 1.45% of salary **\$11,604**

RETIREMENT

522-22 Retirement is budgeted at the current actuarial valuation for all full time personnel in the fire department **\$188,055**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

522-23-01 Health Insurance **\$93,574**

522-23-02 Disability **\$3,936**

522-23-04 Life Insurance **\$2,469**

WORKERS' COMPENSATION

522-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **\$29,037**

OPERATING COSTS

PROFESSIONAL SERVICES

522-31 This account is used for 12 annual physicals, pre-employment polygraphs and psychological evaluations. **\$4,555**

OTHER CONTRACTUAL

522-34 This covers the cost of pest control for the fire station and living quarters. **\$696**

COMMUNICATION

522-41 Expenses include Centranet, Suncom, and Postage and Nextel phones **\$2,984**

UTILITIES

521-43 Water/sewer/garbage, electricity, gas **\$18,500**

EQUIPMENT RENTALS

522-44 This account includes the rental agreement for the IKON Copier. **\$2,000**

INSURANCE

522-45-01 General Liability **\$4,238**

522-45-03 Property **\$14,777**

522-45-04 Other **\$825**

REPAIRS & MAINTENANCE

522-46 Includes annual maintenance of Ground ladders, 2 Annual Pump test, 12 SCBA flow test & repairs. Large Diameter Hose testing, Pagers, JTV headsets, Garage door maintenance, Lifepak 500 contracts, Suncoast Communications Contract, Holomatro extrication equipment repair and maintenance. Renovation/repair of the 1925 La France. Building maintenance & vehicle maintenance. **\$60,550**

PRINTING AND BINDING

522-47 Includes business cards, stationary supplies, fire inspection forms, fire inspection billing forms, smoke detector forms. CERT forms. **\$641**

PROMOTIONAL

522-48	Includes Fire Prevention week materials, smoke detectors, CPR cards & supplies, American Heart DVD's, General Fire Safety educational materials.	\$1,900
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OFFICE SUPPLIES

522-51	Includes office supplies, printer and fax Ink, Paper, Pens, Staples, Highlighters, CD-ROMs, Notebook pads, batteries. USB ports.	\$1,500
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OPERATING SUPPLIES

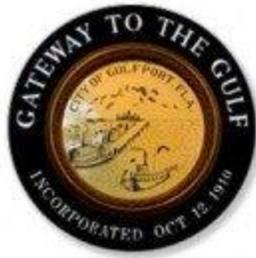
522-52	Includes IAFF Shoe allowance, Hose replacement, Small tools, Bunker Gear, Helmets, Gloves, Uniforms, Personal Protective Equipment, Extrication Gloves, Lifepak 500 Batteries, Bunker gear cleaning, Thermal Imaging Batteries, Radio batteries. Gas Meter repair/calibration.	\$20,000
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

522-54	Funds to cover 6 memberships, EMS State License, Florida Department of Health lab license, PALS, PCFCA, Florida Fire Chief's Association, Professional magazines and publications, Training Classes, conferences, seminars and workshops. NFPA Code updates/Membership, Florida CERT Association.	\$5,000
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CITY OF GULFPORT
FY 2014 Budget
Public Safety-Fire
001-3432-522

ACCOUNT	Div	FY09	FY10	FY11	FY12	FY13	FY14	% Change FY13 adopt To FY14
	Acct. # 3432-522	Actual Expend	Actual Expend	Actual Expend	Actual Expend	Adopted Budget	Adopted Budget	
Salaries & Wages	522-12-01	575,073	605,581	648,735	658,206	755,446	800,284	5.9%
Vacation Leave	522-12-02	11,958	13,604	20,448	15,433			
Sick Leave	522-12-03	15,287	22,156	8,134	13,834			0.0%
Other Salaries	522-13	19,383	18,966	19,098	19,817	22,742	0	-100.0%
Overtime	522-14	87,457	90,612	151,163	143,554	70,000	120,000	71.4%
Fire Stipend	522-15-01	990	1,200	200	0	0	0	0.0%
Incentive	522-15-02	15,270	19,200	18,954	20,753	20,520	20,520	0.0%
Off-Duty	522-15-06	0	0	0	0	0	0	0.0%
Court Time	522-15-07	0	25	170	0	150	0	-100.0%
Assignment	522-15-11	3,475	1,865	700	586	2,100	2,100	0.0%
Miscellaneous	522-15-12	2,025	3,525	2,300	2,400	2,400	2,400	0.0%
FICA Tax	522-21-01	44,260	46,587	53,543	51,384	54,148	49,618	-8.4%
Medicare Tax	522-21-01	10,351	10,895	12,522	12,017	12,664	11,604	-8.4%
Retirement	522-22-00	36,024	41,398	74,534	94,857	107,273	188,055	75.3%
Health Insurance	522-23-01	61,660	70,708	70,670	78,465	88,104	93,574	6.2%
Disability Insurance	522-23-02	3,416	3,178	3,270	3,998	5,202	3,936	-24.3%
Life Insurance	522-23-04	2,010	2,071	2,144	2,259	2,502	2,469	-1.3%
Workers Compensation	522-24	24,721	28,228	18,248	25,505	29,037	29,037	0.0%
Unemployment	522-25	0	0	0				
People Costs		913,360	979,799	1,104,834	1,143,069	1,172,288	1,323,597	12.9%
Professional & Contractual	522-31	1,726	9,904	4,317	5,073	4,555	4,555	0.0%
Other Contractual	522-34	860	660	561	495	696	696	0.0%
Travel & Training	522-40	13	15	0	0	2,057	0	-100.0%
Communications	522-41	2,803	1,779	1,640	2,234	2,984	2,984	0.0%
Electricity	522-43-01	14,171	14,562	14,554	15,571	11,528	15,000	30.1%
Water/Sewer	522-43-02	2,858	4,130	4,231	3,443	1,275	3,500	174.5%
Rentals	522-44	2,726	3,221	1,801	1,740	3,200	2,000	-37.5%
General Liability	522-45-01	4,166	4,506	3,119	3,803	4,238	4,238	0.0%
Auto Ins	522-45-02	2,070	2,233	1,561	1,904	0	0	0.0%
Property	522-45-03	24,022	13,107	9,568	13,351	14,777	14,777	0.0%
Other	522-45-04	718	718	0	0	825	825	0.0%
Repairs & Maintenance	522-46	10,817	8,105	37,940	11,628	57,905	60,550	4.6%
Printing & Binding	522-47	772	407	242	416	641	641	0.0%
Promotional	522-48	1,967	1,688	1,070	450	1,900	1,900	0.0%
Office Supplies	522-51	1,660	1,381	1,128	1,254	1,500	1,500	0.0%
Operating Supplies	522-52	17,833	7,886	11,669	18,583	23,297	20,000	-14.2%
Emergency Supplies	522-52-01	8,235	0	0	0	0	0	0.0%
2010 CERT Grant	522-52-02			377	4,682	0	0	0.0%
Bks/Pubs/Subs	522-54	8,938	2,486	5,762	3,449	12,229	5,000	-59.1%
Training & Education								
Transfer to Capital	581	0		0				
Operational Costs		106,355	76,788	99,539	88,077	143,607	138,166	-3.8%
Buildings	522-62			0				
Machinery & Equipment	522-64	0	1,422	0		16,000	0	-100.0%
Capital Outlay		0	1,422	0	0	16,000	0	-100.0%
DEPARTMENT TOTAL		1,019,715	1,058,009	1,204,373	1,231,146	1,331,895	1,461,763	9.8%



RISK MANGEMENT & HUMAN RESOURCES

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Risk Management & Human Resources

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 BUDGET</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Director of Risk Management and Human Resources				1.00
Human Resources Officer	1.00	1.00	1.00	0
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

Budget Highlights

- Reclassification of position to reflect tasks and market.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Risk Management & Human Resources

MISSION

To create, maintain, and support a high performance employee team through quality staffing, compensation, benefits, organizational development, and risk management.

PROGRAMS

Human Resources Administration – This division is responsible for the utilization of the City’s Human Resources. Activities include: maintenance of city personnel files; formulation and implementation of practices and policies; training and development programs; compliance with all local, state and federal labor and employment laws; provides orientation for new employees; processes, administers, explains and updates benefits; coordinates with the Finance Department regarding payroll information and insurance billing; promotes good employee relations and actively discourages discrimination at all levels.

Risk Management – This division is responsible for the provision and promotion of an effective program to protect all City assets from loss or damage including both property and people. To identify, analyze and minimize risk exposure using most cost effective means; maintain updated records of all city owned property; workers’ compensation claims and accident reporting; inform appropriate insurance agencies and attorneys; and provide training to identify and correct safety hazards in the workplace.

PERSONNEL

SALARIES AND WAGES

513-12-01		\$68,765
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FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	\$4,263
513-21-02	Medicare – budgeted at 1.45% of salary	\$997

RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan.	\$14,372
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

513-23-01	Health Insurance	\$8,100
513-23-02	Disability	\$332
513-23-04	Life Insurance	\$208

WORKERS' COMPENSATION

513-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	\$140
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OPERATING COSTS

PROFESSIONAL SERVICES

513-31		\$5,900
	New hire background checks	(2,000)
	Drug screens and physicals	(3,000)
	Flu & Hepatitis vaccination costs	(500)
	Level 2 background cheks	(400)

OTHER CONTRACTUAL

513-34	Annual administration of the City's Cobra Plan by Business Solver (920) CBIZ Insurance valuation review 5 year update (3600)	\$ 4,520
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TRAVEL AND TRAINING

513-40	Expenditures include the cost of annual PRM, FPPA and PRIMA conferences, as well as miscellaneous mileage subject to the Federal.	\$1,997
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COMMUNICATION

513-41	Expenditures include SUNCOM phone charges and courier mailings	\$500
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INSURANCE

513-45-01	General Liability	\$155
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REPAIRS AND MAINTENANCE

513-46	Quarterly maintenance/repair expenses for the City's fitness equipment.	\$320
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PRINTING AND BINDING

513-47	Copy machine usage for HR Department	\$500
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OTHER CHARGES

513-49	Covers the expense of employment advertising for the City's Human Resources Department	\$3,500
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OFFICE SUPPLIES

513-51	Filing supplies, pens, notebooks, etc.	\$600
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OPERATING SUPPLIES

513-52	Expenditures include general costs for items related to HR and Risk activities	\$150
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BOOKS/PUBLICATIONS/MEMBERSHIPS

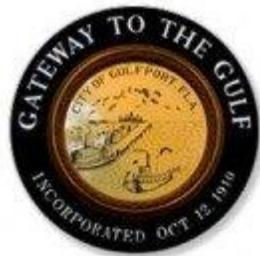
513-54	Account expenditures include the cost of annual FPPA, IPMA and SHRM membership dues, City employee annual harassment and supervisory training and various publications and reference materials for the H.R. Department.	\$2,000
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TRAINING AND EDUCATION

513-55	Expenditures include registration for annual training conferences.	\$900
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CITY OF GULFPORT
FY 2014 Budget
Risk Management & Human Resources
001-1516-513

ACCOUNT	Div Acct. # 1516-513	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	513-12-01	42,859	42,823	45,420	44,100	50,492	68,765	36.2%
Vacation Leave	513-12-02	9,932	2,038	2,633	2,846			
Sick Leave	513-12-03	1,826	1,239	1,672	2,375			
FICA Tax	513-21-01	3,217	2,710	3,036	2,745	3,131	4,263	36.2%
Medicare Tax	513-21-02	752	634	710	642	732	997	36.2%
Retirement	513-22-00	1,744	6,515	4,634	2,493	9,694	14,372	48.3%
Health Insurance	513-23-01	4,258	4,517	4,466	7,316	7,454	8,100	8.7%
Disability Insurance	513-23-02	241	149	147	292	312	332	6.4%
Life Insurance	513-23-04	147	93	91	156	165	208	26.1%
Workers Compensation	513-24	113	127	80	112	140	140	0.0%
Unemployment	513-25	0	4,950	2,200				
People Costs		65,089	65,795	65,089	63,076	72,119	97,177	34.7%
Professional & Contractual	513-31	7,637	7,139	8,688	5,468	7,500	5,500	-26.7%
Background Checks-Lv 2	513-31-01				109	0	400	0.0%
Other Contractual	513-34	916	573	64	112	4,520	4,520	0.0%
Travel & Training	513-40	929	381	1,381	1,269	997	1,997	100.3%
Communications	513-41	481	222	134	223	500	500	0.0%
General Liability	513-45-01	148	165	114	141	155	155	-0.1%
Repairs & Maintenance	513-46	340	240	320	240	320	320	0.0%
Printing & Binding	513-47	468	135	123	207	500	500	0.0%
Promotional	513-48	0			0		800	0.0%
Employment Advertising	513-49	3,674	2,985	1,878	1,610	3,500	3,500	0.0%
Office Supplies	513-51	437	324	345	351	500	600	20.0%
Operating Supplies	513-52	186	104	278	129	150	150	0.0%
Bks/Pubs/Subs	513-54	26,981	1,327	1,259	890	2,000	2,000	0.0%
Training & Education	513-55				0	700	900	28.6%
Transfer to Capital	581	0						
Operational Costs		42,197	13,595	14,584	10,749	21,342	21,842	2.3%
Buildings	513-62							
Machinery & Equipment	513-64							
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		107,286	79,390	79,673	73,825	93,461	119,019	27.3%



ADMINISTRATIVE SERVICES

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Administrative Services

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 BUDGET</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Administrative Services Director	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00
Admin Services Technician- Utilities	2.00	2.00	2.00	2.00
Accounting Technician	2.00	2.00	2.00	2.00
Staff Assistant II	.50	0.00	0.00	0.50
Total:	<u>6.50</u>	<u>6.00</u>	<u>6.00</u>	<u>6.50</u>

Budget Highlights

- Health insurance cost increase of 9.6%
- Salary costs reflect 2% wage increase.
- Pension funding increased cost due to market performance.
- Increase in Accounting and Auditing due to OPEB audit
- Addition of a part-time receptionist

CITY OF GULFPORT
Fiscal Year 2014
Administrative Services

MISSION

The Finance Department is charged with the oversight of all the financial affairs of the City. The Finance Department also identifies and develops fiscal policies and practices that enhance the public benefit.

PROGRAMS

BUDGETING COMPLIANCE – This involves expenditure and encumbrance level and authority monitoring as well as compliance for supplemental appropriations and transfers. This is a heavily audited area.

BUDGET PREPARATION – This involves preparation of the budget packets, draft and final published version of the budget. It includes oversight of the document flow. It also involves helping the departments meet their program requirements in the most cost-effective ways possible and such management studies as are assigned throughout the fiscal year.

CASH RECEIPTS PROCESSING – This involves processing of city cash receipts as well as accounting and reconciling all cash accounts.

FIXED ASSET CONTROL – This program controls expenditures for fixed assets, additions, deletions, perpetual inventory, data base maintenance and oversight of the annual physical inventory as required by state law.

FINANCIAL REPORTING - This area provides monthly revenue, expenditure and encumbrance reports, and balance sheets. Provides oversight and coordination of the annual audit and the comprehensive annual financial report.

PAYROLL – Provides auditing of all departments' time sheets, master file maintenance, preparation and transmittal of payroll input. Prepares the quarterly 941 report as well as the annual W2's.

PURCHASING/CASH DISBURSEMENTS – This program involves the verification and inputting of purchase orders and invoices. It also includes the authorization and preparation of payments, as well as vendor reconciliation.

UTILITY BILLING – This program provides for the maintenance and billing of approximately 5,500 utility accounts monthly both inside the City as well as the unincorporated areas. This program is also responsible for the collection of money owed on accounts.

PERSONNEL

SALARIES AND WAGES

513-12-01	Includes Administrative Services Director, Accounting Manager and 2 Accounting Technicians.	231,178
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OTHER WAGES

513-14	Overtime: These funds are used to cover extra hours worked for balancing, or cover for employee shortage	250
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FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	14,333
513-21-02	Medicare – budgeted at 1.45% of salary	3,352

RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan.	40,446
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

513-23-01	Health Insurance	23,633
513-23-02	Disability	1,315
513-23-04	Life Insurance	825

WORKERS' COMPENSATION

513-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	859
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OPERATING COSTS

PROFESSIONAL SERVICES

513-31	This account is used to cover the fee charged to put items for sale on Gov Deals auction site.	2,826
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AUDITING AND ACCOUNTING

513-32	Annual audit expenditures and OPEB report.	44,000
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OTHER CONTRACTUAL

513-34 Liens filed with the Clerk of Courts. **1,565**

TRAVEL AND TRAINING

513-40 Account expenditures include the cost of the FGFOA annual conference, Incode annual conference, and miscellaneous mileage subject to the Federal reimbursement IRS rate. **2,200**

COMMUNICATION

513-41 Centranet, Suncom, City Hall Pay Phone, (10,834) **14,250**
Postage, postage permit, and portion of Pinellas County tax bills (3,416)

EQUIPMENT RENTALS

513-44 Folding machine lease and City Hall copier machine lease **9,816**

INSURANCE

513-45-01 General Liability **1,057**

REPAIRS AND MAINTENANCE

513-46 Incode software annual maintenance and support **37,375**
Data Disaster Recovery System annual renewal
Miscellaneous office equipment repairs and replacement

PRINTING AND BINDING

513-47 Copy charges **2,375**

OFFICE SUPPLIES

513-51 Office supplies and copy paper for City Hall **4,500**

OPERATING SUPPLIES

513-52 Includes the cost of bank charges and plastic deposit bags, 1099 and W2 forms and blank check stock. **5,000**

BOOKS/PUBLICATIONS/MEMBERSHIPS

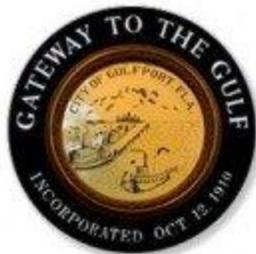
513-54 Funds to cover 2 memberships for FGFOA, 1 membership to GFOA, and local memberships. **500**

TRAINING AND EDUCATION

513-55 Includes registrations for FGFOA Annual Conference, Quarterly Local Conferences and Misc trainings. **2,000**

CITY OF GULFPORT
FY 2014 Budget
Administrative Services
001-1515-513

ACCOUNT	Div Acct. # 1515-513	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	513-12-01	209,544	219,133	228,307	186,462	226,645	231,178	2.0%
Vacation Leave	513-12-02	12,221	10,350		12,963			0.0%
Sick Leave	513-12-03	4,307	5,489		5,560			0.0%
Overtime	513-14	296	1,237	0	268	500	250	-50.0%
Car Allowance	513-15-03	4,223	4,211	4,211	2,410	0	0	0.0%
Assignment Pay	513-15-11		30	800	1,718	200	0	-100.0%
FICA Tax	513-21-01	14,106	14,810	14,946	12,794	14,095	14,333	1.7%
Medicare Tax	513-21-02	3,299	3,464	3,582	2,992	3,297	3,352	1.7%
Retirement	513-22-00	14,366	29,354	27,888	15,317	37,273	40,446	8.5%
Health Insurance	513-23-01	17,698	21,396	20,076	19,936	21,689	23,633	9.0%
Disability Insurance	513-23-02	1,140	1,061	1,088	1,163	1,590	1,315	-17.3%
Life Insurance	513-23-04	813	749	793	715	842	825	-2.0%
Workers Compensation	513-24	707	780	491	688	859	859	0.0%
Unemployment	513-25	0	0	0				0.0%
People Costs		282,720	312,064	302,182	262,987	306,990	316,191	3.0%
Professional & Contractual	513-31	1,421	4,330	1,321	565	2,826	2,826	0.0%
Accounting & Auditing	513-32	36,250	42,150	36,850	43,869	31,500	44,000	39.7%
Other Contractual	513-34	500	1,435	1,690	1,793	1,565	1,565	0.0%
Travel/Per Diem	513-40	185	322	139	1,738	2,200	2,200	0.0%
Communications	513-41	16,584	14,048	14,253	9,831	14,250	14,250	0.0%
Rental & leases	513-44	-1,329	6,090	2,543	3,347	4,260	9,816	130.4%
General Liability	513-45-01	1,011	1,124	778	947	1,057	1,057	0.0%
Repairs & Maintenance	513-46	20,957	21,834	24,931	25,900	37,375	37,375	0.0%
Printing & Binding	513-47	2,854	1,641	685	1,678	2,375	2,375	0.0%
Bad Debt Expense	513-49-01			567	722		0	0.0%
Office Supplies	513-51	5,682	4,870	3,726	2,541	4,500	4,500	0.0%
Operating Supplies	513-52	3,499	5,188	4,745	8,574	5,000	5,000	0.0%
Bks/Pubs/Subs	513-54	1,269	966	1,494	1,674	500	500	0.0%
Training & Education	513-55					2,000	2,000	0.0%
Transfer to Capital	581	0	0	0				0.0%
Operational Costs		88,883	103,998	93,722	103,178	109,408	127,464	16.5%
Buildings	513-62					0		0.0%
Machinery & Equipment	513-64					0	0	0.0%
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		371,603	416,062	395,904	366,165	416,398	443,655	6.5%



INFORMATION TECHNOLOGY

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Information Technology

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Information Technology Director	1.00	1.00	1.00	0.00
Network Administrator	1.00	1.00	0.00	0.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>	<u>0.00</u>

CITY OF GULFPORT
Fiscal Year 2014
Information Technology

MISSION

To provide City Employees with innovative IT solutions, enabling departments to meet or exceed the expectations of those they serve, reducing costs through budgetary efficiency and best practices.

PROGRAMS

INFORMATION SERVICES – Discovery, analysis and implementation of IT solutions that support interdepartmental initiatives, city partnerships and accessibility for all citizens

DESKTOP COMPUTER, SERVER & PHONE SUPPORT – Ensuring that the enterprise systems, applications, networks, end user devices and communications systems that support the operations of the city are continuously available and operating effectively

This program provides and supports the maintenance and security of all aspects of the city network by implementing a cost effective and efficient solution to all IT functions of the city

Effective and efficient implementation of transmitted communication services in various mediums so that all city departments and employees can function in a modern information environment

Maintain a city website and GTV so that citizens have access to city information 24/7

COMMUNICATIONS – Effective and efficient implementation of transmitted communication services in various mediums so that all city departments and employees can function in a modern information environment

Maintain a city website and GTV so that citizens have access to city information 24/7

FINANCIAL ANALYSIS & GENERAL SUPPORT-This program includes the administrative and support service activities that allow the IT department to effectively carry out program related functions and associated activities

To analyze the cost effectiveness of the department yearly in order to ensure we are being good stewards of budgeted funds

DISASTER PREPAREDNESS-This involves ensuring electronic information resources will be protected and secure, providing for continuous government service delivery, even in the event of an emergency or disaster

PERSONNEL

SALARIES AND WAGES

519-12-01 Remove Information Technology Director 0

OTHER WAGES

519-15-03 Car Allowance 0

FICA & MEDICARE

519-21-01 FICA - budgeted at 6.2% of salary 0

519-21-02 Medicare – budgeted at 1.45% of salary 0

RETIREMENT

519-22 Retirement 0

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

519-23-01 Health Insurance 0

519-23-02 Disability 0

519-23-04 Life Insurance 0

WORKERS' COMPENSATION

519-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. 0

OPERATING COSTS

OTHER CONTRACTUAL

519-34 Outsourced IT services 84,000

TRAVEL AND PER DIEM

519-40 Account expenditures include the cost of the FLGISA annual conference, technical training and miscellaneous mileage subject to the Federal reimbursement IRS rate. 0

COMMUNICATION

519-41 37,462
FedEx, postage, and Website space rental
Bright House phone connection
Bright House network connections to off-site City buildings
Outsourced Email

EQUIPMENT RENTALS AND LEASES

519-41 Includes a local safety deposit box 0

INSURANCE

519-45-01 General Liability 325

REPAIRS AND MAINTENANCE

519-46 7,188
PC maintenance(4000)
Annual renewal of firewall/network systems maintenance(5000)
UPS maintenance(5000)

PRINTING AND BINDING

519-47 Includes copy charges 0

OFFICE SUPPLIES

519-51 200

OPERATING SUPPLIES

519-52 4,000
Network anti-virus renewals
Internet filter, backup and archive renewal

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

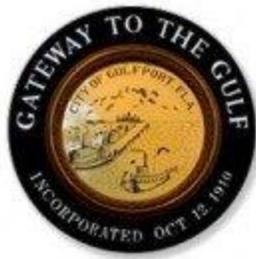
519-54 1,820
Microsoft Technet
FLGISA
FLGISA conference
Technical books/manuals

MACHINERY & EQUIPMENT

519-64 Computer/Server Replacements 10,000

CITY OF GULFPORT
FY 2014 Budget
Information Technology
001-1818-519

ACCOUNT	Div Acct. #	FY09 Actual	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
	1818-519	Expend	Expend	Expend	Expend			
Salaries & Wages	519-12-01	138,981	136,258	136,656	102,873	100,063	0	-100.0%
Vacation Leave	519-12-02	7,831	9,820	11,602	13,386			
Sick Leave	519-12-03	5,539	5,227	3,216	2,641			
Overtime	519-14	0	0					
Car Allowance	519-15-03	4,223	4,211	4,211	4,224	4,200	0	-100.0%
FICA Tax	519-21-01	9,320	9,260	9,448	7,082	6,464	0	-100.0%
Medicare Tax	519-21-02	2,179	2,165	2,209	1,656	1,512	0	-100.0%
Retirement	519-22-00	13,246	19,147	18,247	9,321	12,008	0	-100.0%
Health Insurance	519-23-01	12,577	13,340	11,891	9,580	7,454	0	-100.0%
Disability Insurance	519-23-02	814	760	767	683	923	0	-100.0%
Life Insurance	519-23-04	652	619	624	517	488	0	-100.0%
Workers Compensation	519-24	374	362	228	318	310	0	0.0%
Unemployment	519-25	0						
People Costs		195,736	201,169	199,099	152,281	133,422	0	-100.0%
Professional & Contractual	519-31	0						0.0%
Other Contractual	519-34	6,628	7,512	7,001	15,978	8,800	84,000	854.5%
Travel & Training	519-40	1,324	0	6	72	2,000	0	-100.0%
Communications	519-41	41,550	29,637	26,999	32,001	24,581	37,462	52.4%
Rental & leases	519-44	0	0	0	0	125	0	-100.0%
General Liability	519-45-01	302	346	239	292	325	325	0.0%
Repairs & Maintenance	519-46	11,076	8,618	13,508	6,679	11,000	7,188	-34.7%
Printing & Binding	519-47	42	9	69	40	100	0	-100.0%
Other Current Chg	519-49				0			
Office Supplies	519-51	886	1,613	1,180	495	1,000	200	-80.0%
Operating Supplies	519-52	16,055	9,945	4,045	6,148	9,050	4,000	-55.8%
Bks/Pubs/Subs	519-54	1,792	3,343	3,216	1,464	1,650	1,820	10.3%
Training & Education	519-55					1,500	0	-100.0%
Transfer to Capital	581	0						
Operational Costs		79,655	61,023	56,263	63,168	60,131	134,995	124.5%
Buildings	519-62							
Machinery & Equipment	519-64	42,095	53,262	43,553	16,219	28,000	10,000	-64.3%
Capital Outlay		42,095	53,262	43,553	16,219	28,000	10,000	-64.3%
Other Debt Service	519-73				22,776	0	0	0.0%
DEPARTMENT TOTAL		317,487	315,455	298,916	254,445	221,553	144,995	-34.6%



COMMUNITY DEVELOPMENT PLANNING

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Community Development – Planning Division

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.50	0.50	0.50	0.50
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	0.50	0.00	0.00	0.00
Principal Planner *	0.50	0.50	0.50	0.50
Total:	<u>1.75</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>

* Full time positions allocated 75% to Planning, and 25% to 49th Street.

** Full time positions allocated 25% each to Planning, Code Enforcement, and 49th Street.

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Community Development – Planning Division

MISSION

The Planning Division is part of the Community Development Department and is charged with the oversight of long and short range planning activities in the City.

PROGRAMS

BOARDS and COMMITTEES – The provision of technical support to the City Council, the Board of Adjustment, the Planning and Zoning Board, and the Historic Preservation Board, as well as on an as-needed basis to other city boards and committees.

COMPREHENSIVE PLANNING – This includes activities involved in the drafting, modification and update of the City's Comprehensive Plan. Inclusive of these duties are the preparation of the Evaluation and Appraisal Report and associated amendment activities, and Future Land Use Map. Most of these functions are mandated by Federal or State legislation.

FLOOD CONTROL REGULATION – Responsibilities include maintenance of the Community Rating System (CRS) program, and shared oversight of the City's participation in the National Flood Insurance Program (NFIP) required by the Federal Emergency Management Agency (FEMA) in order to qualify for subsidized flood insurance for property owners located in flood prone areas.

GRANT WRITING – Responsibilities include preparation, submission and administration of a variety of grants for projects and capital improvements. Inclusive with this role, staff provides assistance to other departments in different stages of the grant administration process.

ZONING – This includes activities involved with short range planning functions such as the preparation of Land Development Regulations implementing the Comprehensive Plan, analysis and drafting of ordinances relating to Chapter 22 of the Municipal Code of Ordinances (Zoning Code) and the processing of zoning amendments, development order applications including site plan review and review of development agreements, review of variance and conditional use applications, and review of occupational license applications. Planning staff review permit applications for comprehensive plan and zoning compliance. Activities in this area include the provision of general zoning information to property owners, developers and builders.

ECONOMIC REDEVELOPMENT – Activities in this area include working with a variety of development partners, including business representatives, developers, contractors and other governmental entities on development proposals and consultations. This also includes development of tools to assist in redevelopment efforts like mixed use zoning, and Brownfield and PACE designations.

PERSONNEL

SALARIES AND WAGES

515-12-01 Includes 75 percent of the Department Director, the Principal Planner, and 50 percent of the Administrative Assistant. **165,528**

OTHER WAGES

515-14 Overtime **0**
515-15-03 Car Allowance **3,150**

FICA & MEDICARE

FICA **10,263**
Medicare **2,400**

RETIREMENT

515-22 Retirement **26,924**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

515-23-01 Health Insurance **22,108**
515-23-02 Disability **916**
515-23-04 Life Insurance **575**

WORKERS' COMPENSATION

515-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **794**

OPERATING COSTS

PROFESSIONAL SERVICES

515-34 Covers miscellaneous engineering costs associated with site plan reviews, and consulting services for mandated State and Federal projects, CRS compliance, and council projects. **30,000**

OTHER CONTRACTUAL

515-34 Covers annual GIS address updates and ESRI maintenance and support. **3,000**

TRAVEL AND PER DIEM

515-40 Covers regional American Planning Association (APA) conferences and miscellaneous planning related workshops to maintain American Institute of Certified Planners (AICP) continuing education requirements. **3,000**

COMMUNICATIONS

515-41 Covers departments' cell phones, postage, and bulk mail permit. 6,347

UTILITIES

515-43-02 Water/sewer/garbage 600

RENTALS AND LEASES

515-44 Covers 1/3 the cost of the copier lease for Community Development. The remaining 2/3 of the lease is paid by Building and Code Enforcement. 1,100

INSURANCE

515-45-01 Covers the cost of General Liability coverage 6,977
515-45-02 Automobile 0

REPAIRS AND MAINTENANCE

515-46 Covers fuel, labor and repair costs associated with department vehicles. 2,191

PRINTING AND BINDING

515-47 Covers the cost of printing various materials associated with CRS outreach programs, Comprehensive Plan Amendments, and special projects. 3,325

OFFICE SUPPLIES

515-51 Includes miscellaneous office supplies. 4,636

OPERATING SUPPLIES

515-52 Covers GIS equipment maintenance. 950

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

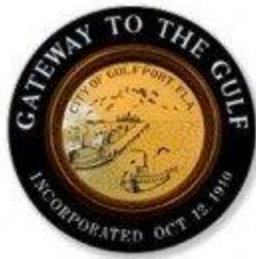
515-54 Covers costs associated with APA and AICP memberships, as well as a subscription to the Planners Advisory Service and Zoning Digest. 2,470

REGISTRATIONS

515-55 Covers costs associated with registrations for training activities. 1,000

CITY OF GULFPORT
FY 2014 Budget
Planning & Development
001-5117-515

ACCOUNT	Div Acct. # 5117-515	FY09	FY10	FY11	FY12	FY13	FY14	% Change FY13 adopt To FY14
		Actual Expend	Actual Expend	Actual Expend	Actual Expend	Adopted Budget	Adopted Budget	
Salaries & Wages	515-12-01	89,661	94,020	77,600	72,704	80,883	112,501	11.2%
Vacation Leave	515-12-02	6,028	4,421	6,557	5,678			
Sick Leave	515-12-03	1,523	2,153	1,468	1,578			
Overtime	515-14	0	0	0	0			
Car Allowance	515-15-03	2,111	2,105	2,105	2,112	2,100	2,100	-0.6%
FICA Tax	515-21-01	5,815	6,077	5,306	4,610	5,145	6,975	11.6%
Medicare Tax	515-21-02	1,360	1,421	1,241	1,078	1,203	1,631	11.6%
Retirement	515-22-00	7,015	13,276	9,505	7,112	12,559	19,450	76.6%
Health Insurance	515-23-01	9,272	10,667	6,945	8,384	9,330	16,032	11.3%
Disability Insurance	51523-02	508	540	478	516	653	645	26.6%
Life Insurance	515-23-04	378	401	363	343	346	405	0.9%
Workers Compensation	515-24	230	255	161	225	281	281	24.7%
Unemployment	515-25	0		0				
People Costs		123,901	135,336	111,730	104,341	112,500	160,020	7.8%
Professional & Contractual	515-31	102,733	50,933	32,050	0	30,000	30,000	0.0%
Other Contractual	515-34	2,712	637	800	1,048	3,000	3,000	186.3%
Travel & Training	515-40	1,499	2,759	1,876	2,052	4,000	3,000	94.9%
Communications	515-41	5,049	5,631	5,402	13,579	6,347	6,347	-53.3%
Water/Sewer	515-43-02	656	844	697	539	600	600	11.3%
Other	515-43-04			0				
Rental & Leases	515-44	2,811	3,383	2,730	2,956	1,100	1,100	-62.8%
General Liability	515-45-01	5,462	6,390	4,426	5,394	6,977	6,977	29.3%
Automobile	515-45-02	437	472	332	405	0	0	-100.0%
Repairs & Maintenance	515-46	0	623	0	0	3,806	2,191	0.0%
Printing & Binding	515-47	3,336	2,190	2,888	2,636	3,325	3,325	26.1%
Office Supplies	515-51	4,371	4,482	2,904	2,849	4,636	4,636	62.7%
Operating Supplies	515-52	392	0	0	0	950	950	0.0%
Bks/Pubs/Subs	515-54	3,298	3,809	2,834	3,368	2,470	2,470	-26.7%
Training & Education	515-55					0	1,000	0.0%
Transfer to Capital	581	0		0				
Operational Costs		132,756	82,153	56,939	34,826	67,211	65,596	93.0%
Buildings	515-62			0				
Machinery & Equipment	515-64			0				
Capital Outlay		0	0	0	0	0	0	
DEPARTMENT TOTAL		256,657	217,489	168,669	139,167	179,711	225,616	29.1%



COMMUNITY DEVELOPMENT BUILDING

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Community Development – Building, Permitting and Inspection Division

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Building Official	1.00	1.00	1.00	1.00
Building Inspector	-	-	-	1.00
Permit Technician	-	-	-	1.00
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>3.00</u>

Budget Highlights

- Returns staffing to previous levels with addition of (1) Building Inspector and (1) Permit Technician. Costs offset by increase workload and related fees.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

**CITY OF GULFPORT
Fiscal Year 2014**

Community Development – Building, Permitting and Inspection Division

MISSION

This division's primary responsibility involves implementation and enforcement of the Florida Building Code and associated Life/Safety regulations.

PROGRAMS

BUSINESS TAX RECIEPTS – This Division is responsible for the issuance of business tax receipts which also includes review of applications for zoning compliance and coordination with the Fire Department for Fire inspections for new businesses.

CODE ENFORCEMENT – Responsibilities include coordination with the Code Enforcement and Planning Divisions for live/safety and minimum housing code regulation enforcement. This division works closely with code enforcement to identify and abate non-permitted construction activities.

FLOOD CONTROL REGULATION - Duties include the review of construction plans for compliance with the City's flood control regulations as well as compliance with State and Federal construction regulations. Responsibilities also include interaction with the Planning Division regarding maintenance activities associated with the Community Rating System (CRS) program.

INSPECTIONS – These activities are associated with permitting activities involved in the enforcement of the Florida Building Code and associated life/safety codes. This involves on-site inspections of permitted construction activities, as well as public contact with residents, property owners and contractors to provide assistance throughout the construction process.

PERMITTING – This includes review of construction plans for compliance with the Florida Building Code, associated life/safety codes and Zoning Code compliance. Permits are tracked throughout the construction process to ensure that inspections are performed and code compliance is maintained.

PERSONNEL

SALARIES AND WAGES

524-12-01 Includes Building Official **105,626**

FICA & MEDICARE

524-21 FICA **6,549**
Medicare **1,532**

RETIREMENT

524-22 Retirement **22,076**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

524-23 Health Insurance **11,810**
524-23-02 Disability **320**
524-23-04 Life Insurance **509**

WORKERS' COMPENSATION

524-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **2,930**

OPERATING COSTS

OTHER CONTRACTUAL

524-34 This covers inspection services needed for coverage during vacations and training. **20,000**

TRAVEL & PER DIEM

524-40 This account covers conference and training costs involved with mandatory continuing education for the Building Official. This also covers the annual Florida Association of Occupational Licensing Association (FAOLA) conference, and the annual Floodplain Managers conference for certification maintenance. **2,825**

COMMUNICATIONS

524-41 Covers division cell phone expenditures. **751**

RENTALS AND LEASES

524-44	To cover 1/3 the cost of the copier lease for Community Development. The remaining 2/3 of the lease is paid by Planning and Code Enforcement.	1,100
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INSURANCE

524-45-01	Covers the cost of General Liability coverage	6,977
524-45-02	Automobile	0

REPAIRS AND MAINTENANCE

524-46	Covers fuel, labor and repair costs associated with departmental vehicles.	391
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PRINTING AND BINDING

524-47	The account covers the cost of printing various materials associated with permitting including parking permits.	760
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OFFICE SUPPLIES

524-51	Includes miscellaneous office supplies and copy paper.	140
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OPERATING SUPPLIES

524-52	The account covers uniform expenses for the field personnel.	400
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

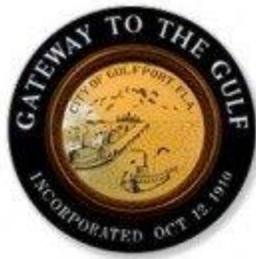
524-54	This account covers costs associated with membership dues and seminar registrations, publication and Code book updates and training manuals for inspector certifications.	1,000
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REGISTRATIONS

524-55	Covers costs associated with registrations for training activities.	1,000
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CITY OF GULFPORT
FY 2014 Budget
Building Inspection
001-5119-524

ACCOUNT	Div Acct. # 5119-524	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	524-12-01	129,246	79,010	75,427	60,081	66,300	105,626	59.3%
Vacation Leave	524-12-02	5,190	8,999	6,983	3,953			
Sick Leave	524-12-03	11,554	915	250	1,360			
Overtime	524-14	316		0	0			
FICA Tax	524-21-01	9,366	5,999	5,325	4,035	4,111	6,549	59.3%
Medicare Tax	524-21-02	2,190	1,403	1,245	944	961	1,532	59.4%
Retirement	524-22-00	5,182	13,734	9,688	3,373	12,730	22,076	73.4%
Health Insurance	524-23-01	16,788	7,058	4,533	5,316	5,316	11,810	122.2%
Disability Insurance	524-23-02	843	425	332	384	405	320	-21.0%
Life Insurance	524-23-04	509	284	169	258	215	509	136.7%
Workers Compensation	524-24	7,678	7,986	2,779	2,343	2,930	2,930	0.0%
Unemployment	524-25	0		0				
People Costs		188,862	125,813	106,732	82,047	92,968	151,352	62.8%
Professional & Contractual	524-31	0	441	0	0			
Other Contractual	524-34	5,993	8,105	13,965	17,892	14,000	20,000	42.9%
Travel & Training	524-40	1,377	109	676	568	3,825	2,825	-26.1%
Communications	524-41	1,084	796	368	35	751	751	0.0%
Rental & Leases	524-44	0	0	245	0	0	1,100	0.0%
General Liability	524-45-01	5,908	6,390	4,426	5,394	6,977	6,977	0.0%
Auto Ins	524-45-02	437	472	332	405	0	0	0.0%
Repairs & Maintenance	524-46	0	0	0	0	1,450	391	-73.0%
Printing & Binding	524-47	0	0	0	0	760	760	0.0%
Office Supplies	524-51	56	90	0	0	140	140	0.0%
Operating Supplies	524-52	197	213	110	0	400	400	0.0%
Bks/Pubs/Subs	524-54	735	426	493	737	1,300	1,000	-23.1%
Training & Education	524-55					1,000	1,000	0.0%
Transfer to Capital	0581	0		0				
Operational Costs		15,787	17,042	20,615	25,031	30,603	35,344	15.5%
Buildings	524-62			0				
Machinery & Equipment	524-64	0		0				
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		204,649	142,855	127,347	107,078	123,571	186,696	51.1%



COMMUNITY DEVELOPMENT CODE ENFORCEMENT

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Community Development – Code Enforcement Division

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Code Enforcement Officer	1.00	1.00	1.00	1.00
Administrative Assistant **	0.25	0.25	0.25	0.25
Staff Assistant II	-	0.50	0.50	0
Total:	<u>1.25</u>	<u>1.75</u>	<u>1.75</u>	<u>1.25</u>

** Full time position allocated to Planning, Code Enforcement, and 49th Street.

Budget Highlights

- Part-time position re-assigned to Administrative Services receptionist position.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Community Development – Code Enforcement Division

MISSION

The purpose of this division is the enforcement of the City Code of Ordinances. This includes responding to complaints and patrol of the City to identify violations.

PROGRAMS

BUILDING/LIFE SAFETY - Responsibilities include enforcement of the City's building and life/safety codes and the City's minimum housing code with particular attention to redevelopment areas.

NUISANCE ABATEMENT - Activities include abatement of nuisances, trash, debris, abandoned vehicles, and high weeds violations.

REDEVELOPMENT - Redevelopment related activities include identification and response to blighting or potentially blighting conditions as identified in the City's Comprehensive Plan and Redevelopment Plans.

PERSONNEL

SALARIES AND WAGES

524-12-01	This includes the Code Enforcement Officer, Part Time Staff Assistant II and 25 percent of the Administrative Assistant	53,953
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OTHER WAGES

524-14	Overtime: These funds are used to cover extra hours performing inspections during weekends and after hours for non-permitted construction work.	0
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FICA & MEDICARE

524-21	FICA – budgeted at 6.2% of salary	3,345
524-22	Medicare – budgeted at 1.45% of salary	782

RETIREMENT

524-22	Retirement	11,276
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

524-23	Health Insurance	7,931
524-23-02	Disability	206
524-23-04	Life Insurance	163

WORKERS' COMPENSATION

524-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	2,116
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OPERATING COSTS

OTHER CONTRACTUAL

524-34	Covers costs associated with the abatement of nuisances on properties where property owners cannot be easily reached, such as with foreclosures and out of town owners. Nuisance abatement includes lot mowing and insect (bee) removal. Also included with this are abatement costs associated with the Lincoln Cemetery.	40,000
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TRAVEL AND PER DIEM

524-40	Covers travel and training to the Florida Association of Code Enforcement (FACE) conference and training costs involved with continuing education requirements for Level 1 code enforcement certification.	1,175
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COMMUNICATIONS

524-41	Covers departmental cell phone expenditures from Alltel.	376
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RENTALS AND LEASES

524-44	Covers 1/3 the cost of the copier lease for Community Development. The remaining 2/3 of the lease is paid by Planning and Building.	1,100
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INSURANCE

524-45-01	General liability	6,976
524-45-02	Automobile	0

REPAIRS AND MAINTENANCE

524-46	Covers fuel, labor and repair costs associated with department vehicles.	1,381
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PRINTING AND BINDING

524-47	Covers the cost of printing various materials associated with code enforcement such as door hangers for courtesy notices and abandoned vehicle stickers.	500
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OFFICE SUPPLIES

524-51	Miscellaneous office supplies and copy paper	1,045
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OPERATING SUPPLIES

524-52	Covers uniform expenses for field personnel.	380
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

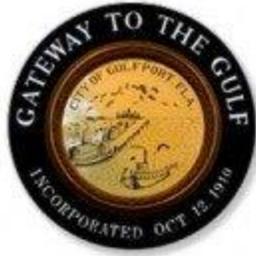
524-54	Covers costs associated with membership dues and seminar registrations for inspector certifications and publication purchases.	100
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REGISTRATIONS

524-55	Covers costs associated with registrations for training activities.	250
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CITY OF GULFPORT
FY 2014 Budget
Code Enforcement
001-5118-524

ACCOUNT	Div	FY09	FY10	FY11	FY12	FY13	FY14	% Change
	Acct. #	Actual	Actual	Actual	Actual	Adopted	Adopted	
	5118-524	Expend	Expend	Expend	Expend	Budget	Budget	To FY14
Salaries & Wages	524-12-01	47,114	46,885	42,462	59,981	66,123	53,953	-18.4%
Vacation Leave	524-12-02	2,424	3,361	674	4,135			
Sick Leave	524-12-03	928	1,102	8,945	529			
Overtime	524-14	0	0	0	0	0	0	0.0%
Assignment Pay	524-15-11	0		0	0			
FICA Tax	524-21-01	3,111	3,172	3,339	3,959	4,100	3,345	-18.4%
Medicare Tax	524-21-02	728	742	781	926	959	782	-18.4%
Retirement	524-22-00	1,699	7,218	5,920	2,680	10,156	11,276	11.0%
Health Insurance	524-23-01	133	0	0	1,068	1,864	7,931	325.5%
Disability Insurance	524-23-02	229	211	219	257	326	260	-20.2%
Life Insurance	524-23-04	140	132	136	89	172	163	-5.2%
Workers Compensation	524-24	1,732	1,922	1,212	1,692	2,116	2,116	0.0%
Unemployment	524-25	0		0				
People Costs		58,238	64,745	63,688	75,316	85,816	79,826	-7.0%
Professional & Contractual	524-31	3,656		0				
Other Contractual	524-34	16,300	38,230	24,726	38,296	20,000	40,000	100.0%
Travel & Training	524-40	931	0	0	0	1,425	1,175	-17.5%
Communications	524-41	466	440	361	55	376	376	0.0%
Rental & Leases	524-44	0	0	0	262	1,100	1,100	0.0%
General Liability	524-45-01	5,908	6,390	4,426	5,394	6,976	6,976	0.0%
Auto Insurance	524-45-02	437	472	332	405	0	0	0.0%
Repairs & Maintenance	524-46	0	0	0	0	3,280	1,381	-57.9%
Printing & Binding	524-47	441	336	0	177	950	500	-47.4%
Office Supplies	524-51	0	0	0	0	1,045	1,045	0.0%
Operating Supplies	524-52	0	0	151	445	380	380	0.0%
Bks/Pubs/Subs	524-54	30	0	0	0	428	100	-76.6%
Training & Education	524-55					0	250	0.0%
Transfer to Capital	581	0		0		0	0	0.0%
Operational Costs		28,169	45,868	29,996	45,034	35,960	53,283	48.2%
Buildings	524-62			0				
Machinery & Equipment	524-64			0				
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		86,407	110,613	93,683	120,350	121,776	133,109	9.3%



COMMUNITY DEVELOPMENT

49TH STREET

REDEVELOPMENT DISTRICT

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Community Development – 49th Street Corridor Redevelopment

PERSONNEL:	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
Position:				
Director *	0.25	0.25	0.25	0.25
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	0.25	-	-	-
Principal Planner*	0.25	0.25	0.25	0.25
Total:	<u>1.00</u>	<u>.75</u>	<u>.75</u>	<u>.75</u>

* Full time position allocated 75% to Planning, and 25% to 49th Street.

** Full time position allocated to Planning, Code Enforcement, and 49th Street.

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Community Development – 49th Street Corridor Redevelopment

MISSION

The purpose of the 49th Street Corridor Redevelopment Program is to develop plans, projects and programs that foster redevelopment of this area.

PROGRAMS

Resolution 98-18, which created an Economic Development Advisory Committee in 1998, charged the City with the responsibility for developing a plan for economic redevelopment of the 49th Street Corridor. The City continues with the planning horizon originally created in the Redevelopment Plan which includes private investment, as well as county, state and federal grant dollars sought for improvements. The targeted area was defined as from 7th Avenue South along 49th Street South to Gulfport Boulevard, and extending west to 51st Street, and along both sides of Tangerine Avenue from 49th Street to 55th Street South. The area contains approximately 500 residences and 100 businesses.

PERSONNEL

SALARIES AND WAGES

559-12-01	This includes 25 percent of the Director, Principal Planner, Administrative Assistant.	45,527
559-12-02	Vacation leave	0
559-12-03	Sick leave	0

OTHER WAGES

559-14	Overtime: These funds are used to cover extra hours performing inspections during weekends and after hours for non-permitted construction work.	0
559-15-03	Car allowance	1,050

FICA & MEDICARE

559-21	FICA	2,832
559-22	Medicare	660

RETIREMENT

559-22	Retirement	7,484
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INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

559-23-01	Health Insurance	6,076
559-23-02	Disability	272
524-23-04	Life Insurance	170

WORKERS' COMPENSATION

559-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	513
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OPERATING COSTS

PROFESSIONAL SERVICES

559-31	Covers State of Florida Dept of Community Affairs special district fee, misc. engineering expenses and beach water quality testing.	175
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RENTALS AND LEASES

559-44	Covers costs associated with holiday pole displays and holiday events.	650
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UTILITIES

559-43	Electricity	650
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INSURANCE

559-45-01	General liability	0
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REPAIRS AND MAINTENANCE

559-46	Covers costs associated with electrical maintenance for tree lighting and weekend trolley vehicles.	0
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PROMOTIONAL ACTIVITIES

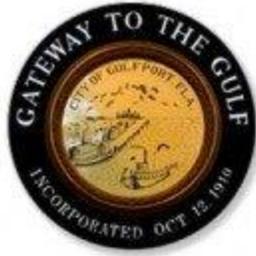
559-48	Pays for promotional activities for events such as the 4 th of July celebration and for barricades, port-a-lets and other materials associated with miscellaneous special events.	0
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IMPROVEMENTS O/T BUILDINGS

559-63	Covers the cost of providing matching funds and design/engineering services for the parking improvement project on Shore Blvd. and a new gateway entry signage for district	0
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CITY OF GULFPORT
FY 2014 Budget
Redevelopment Trust-49th Street
130-5122-559

ACCOUNT	Div Acct. # 5122-559	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY12 adopt To FY13
Salaries & Wages	559-12-01	48,239	50,840	42,672	40,016	44,634	45,527	11.5%
Vacation Leave	559-12-02	3,387	2,383	3,419	3,019			
Sick Leave	559-12-03	903	1,186	844	901			
Overtime	559-14	0	0	0	0	0	0	0.0%
Car Allowance	559-15-03	1,055	1,053	1,053	1,056	1,050	1,050	-0.6%
FICA Tax	559-21-01	3,148	3,292	2,918	2,546	2,832	2,823	11.2%
Medicare Tax	559-21-02	736	770	682	596	662	660	11.1%
Retirement	559-22-00	6,238	8,081	5,218	3,769	7,085	7,484	88.0%
Health Insurance	559-23-01	4,703	5,336	3,473	3,658	5,597	6,076	53.0%
Disability Insurance	559-23-02	254	270	239	258	343	271	32.9%
Life Insurance	559-23-04	189	200	181	172	186	170	8.1%
Workers Compensation	559-24	122	307	293	410	513	513	25.0%
Unemployment	559-25	0		0				
People Costs		68,974	73,718	60,992	56,401	62,902	64,574	11.5%
Professional & Contractual	559-31	175	175	175	175	175	175	0.0%
Communications	559-41	0	0	0	0	370	370	0.0%
Electricity	559-43-01	530	624	621	636	650	650	2.2%
Rental & leases	559-44	0		0				
General Liability	559-45-01	0		0				
Property	559-45-03	0		0				
Printing & Binding	559-47	0	0	0	0			
Other Current	559-49	0		0				
Operating Supplies	559-52	1,395	275	12	134			
Transfer to General Fund	559-91-01		80,000	0				
Transfer to Capital	599-91-02		230,017	0				
Operational Costs		2,100	311,091	808	945	1,195	1,195	26.5%
Buildings	559-62							
Imp O/T Bldg	559-63	12,106	215,187	4,965	0	637,880	0	0.0%
Capital Outlay		12,106	215,187	4,965	0	637,880	0	0.0%
DEPARTMENT TOTAL		83,180	599,996	66,765	57,346	701,977	65,769	1124.1%



**COMMUNITY DEVELOPMENT
WATERFRONT
REDEVELOPMENT DISTRICT**

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Community Development – Waterfront Redevelopment

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.25	0.25	0.25	0
Administrative Assistant **	0.25	0.25	0.25	0
Planner *	0.25	-	-	-
Principal Planner *	0.25	0.25	0.25	0
Total:	<u>1.00</u>	<u>.75</u>	<u>.75</u>	<u>0</u>

* Full time position allocated 75% to Planning, and 25% to 49th Street.

** Full time position allocated to Planning, Code Enforcement, and 49th Street.

Budget Highlights

- Positive growth in Waterfront Redevelopment District Fund – projected to grow to \$66,238 this fiscal year – these funds are available if City Council would like to change approach or philosophy to area event subsidies or improvements such as decorative lighting.
- City has discontinued providing a subsidy to Casino operations through Waterfront Redevelopment District Funds.
- Personnel costs moved to General Fund.

CITY OF GULFPORT
Fiscal Year 2014
Community Development – Waterfront Redevelopment

MISSION

The purpose of the Waterfront Redevelopment Program is to develop plans, projects, activities and programs that foster redevelopment of this area.

PROGRAMS

The Waterfront Redevelopment District (WRD) program is overseen by the Planning and Development Division and funded through Tax Increment Financing (T.I.F.) funds. The program was developed in 1992 with a Finding of Necessity, Definition of a Community Redevelopment Area, and Establishment of a Community Redevelopment Agency. In 1993 an Advisory Board and Redevelopment Trust Fund were established and a Community Redevelopment Plan was created. The WRD is economically vital to the community and will always be a high investment area. Activities and improvements through this program will increase property values which benefit the entire community.

PERSONNEL

SALARIES AND WAGES

559-12-01	Allocation of Community Development salaries are discontinued for FY 2014.	0
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OTHER WAGES

559-14	Overtime	0
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559-15-03	Car allowance	0
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FICA & MEDICARE

559-21	FICA	0
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559-22	Medicare	0
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RETIREMENT

559-22	Retirement	0
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INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

559-23-01	Health Insurance	0
559-23-02	Disability	0
524-23-04	Life Insurance	0

WORKERS' COMPENSATION

559-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	0
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OPERATING COSTS

PROFESSIONAL SERVICES

559-31	Covers State of Florida Dept of Community Affairs special district fee, misc. engineering expenses, beach water quality testing and marketing expenses.	30,175
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UTILITIES

559-43	Electricity	6,500
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RENTALS AND LEASES

559-44	Covers costs associated with holiday pole displays and holiday events.	7,050
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INSURANCE

559-45-01	General liability	121
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REPAIRS AND MAINTENANCE

559-46	Covers costs associated with electrical maintenance for tree lighting and weekend trolley vehicles.	20,000
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PROMOTIONAL ACTIVITIES

559-48	Pays for promotional activities for events such as the 4 th of July celebration and for barricades, port-a-lets and other materials associated with miscellaneous special events.	29,750
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IMPROVEMENTS O/T BUILDINGS

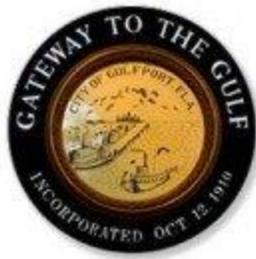
559-63	Covers the costs of decorative tree lighting and a video surveillance system at the Neighborhood Center.	22,000
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INTERFUND TRANSFERS

559-91	Previously, provided amount of transferred monies to the Casino/Theater special revenue fund	0
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CITY OF GULFPORT
FY 2014 Budget
Redevelopment Trust-WRD
120-5121-559

ACCOUNT	Div Acct. # 5121559	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	559-12-01	62,705	70,764	70,684	42,169	52,134	0	23.6%
Vacation Leave	559-12-02	3,387	2,383	3,419	3,019			
Sick Leave	559-12-03	903	1,186	844	901			
Overtime	559-14	0	0	0	45	0	0	-100.0%
Car Allowance	559-15-03	1,056	1,053	1,053	1,056	1,050	0	-0.6%
FICA Tax	559-21-01	4,045	4,528	4,654	2,705	3,297	0	21.9%
Medicare Tax	559-21-02	946	1,059	1,089	633	771	0	21.8%
Retirement	559-22-00	6,238	8,081	5,218	3,769	7,085	0	88.0%
Health Insurance	559-23-01	4,703	5,334	3,473	4,726	5,597	0	18.4%
Disability Insurance	559-23-02	254	270	239	258	343	0	32.9%
Life Insurance	559-23-04	188	200	181	172	183	0	6.4%
Workers Compensation	559-24	419	467	293	410	513	0	25.0%
Unemployment	559-25	0		0	3,108			
People Costs		84,844	95,325	91,148	62,971	70,973	0	12.7%
Professional & Contractual	559-31	175	175	175	175	175	30,175	0.0%
Electricity	559-43-01	6,599	6,893	6,682	11,419	6,500	6,500	
Rental & leases	559-44	6,557	225	5,370	6,497	7,050	7,050	8.5%
General Liability	559-45-01	7,309	129	89	107	121	121	13.1%
Property	559-45-03	118		0	9,031	0	0	
Repairs & Maintenance	559-46	19,519	15,144	21,646	11,796	20,000	20,000	69.5%
Printing & Binding	559-47	0	33	60	2			
Promotional	559-48	45,836	35,596	29,721	33,635	29,750	29,750	-11.6%
Other Current Chg	559-49	0		0			0	
Operating Supplies	559-52	4,833	179	348	465		0	
Interfund Tsf to Casino/The:	559-91	35,000	57,643	82,251	60,000		0	-100.0%
Operational Costs		125,946	116,017	146,343	133,127	63,596	93,596	-52.2%
Imp. O/T Bldg	559-63	4,500	0		11,000		22,000	-100.0%
Machinery & Equipment	559-64							
Capital Outlay		4,500	0	0	11,000	0	22,000	-100.0%
DEPARTMENT TOTAL		215,290	211,342	237,491	207,098	134,569	115,596	-35.0%



PUBLIC WORKS DIRECTOR

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Public Works - Office of the Director

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Public Works Director *	0.50	0.50	0.50	0.50
Administrative Assistant *	0.50	0.50	0.50	0.50
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

* Fulltime position allocated 50% to Public Works-Admin, 20% to Sanitation, and 30% to utilities (15% Water, 15% Sewer).

BUDGET HIGHLIGHTS

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works - Office of the Director

MISSION

The purpose of this program is to manage and supervise the City's Public Works solid waste and utility operations. This program is also responsible for managing city streets and drainage system for compliance with the National Pollution Discharge Elimination System (NPDES) permitting requirements, the maintenance of city buildings and vehicle maintenance. The Public Works Director also serves as the City's Construction Manager in the planning, design and construction of new city facilities and capital improvement projects.

PERSONNEL

SALARIES AND WAGES

536-12-01	This includes 50% of Director and 50% Administrative Assistants' salary	60,961
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OTHER WAGES

536-14	Overtime	0
536-15-03	Car Allowance	2,100

FICA & MEDICARE

536-21-01	FICA	3,780
536-21-02	Medicare	884

RETIREMENT

536-22-00	Retirement	8,678
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

536-23-01	Health Insurance	7,003
536-23-02	Disability	397
536-23-04	Life Insurance	249

WORKERS' COMPENSATION

536-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	186
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OPERATING COSTS

PROFESSIONAL SERVICES

536-31 Engineering services, traffic committee consulting and other unbudgeted projects. **3,000**

OTHER CONTRACTUAL

536-34 Janitorial services **10,262**

TRAVEL AND PER DIEM

536-40 **2,590**

American Public Works Association convention	(\$950)
Florida Stormwater Association Annual conference	(\$450)
BOAF Training	(\$950)
Administrative Assistant average mileage	(\$240)

COMMUNICATION

536-41 This account covers Phone, Bright House, postage **4,068**

UTILITIES

536-43-01 Electricity **11,536**

RENTALS AND LEASES

536-44 PW Office Copy Machine **300**

INSURANCE

536-45-01 General Liability Insurance **382**
536-45-03 Property **8,832**

REPAIRS AND MAINTENANCE

536-46 Repairs to base station (\$400), repair to key entry system (\$600) and gate system (\$800) **1,400**

PRINTING AND BINDING

536-47 Printing and copying maps and plans **475**

OFFICE SUPPLIES

536-51 Includes miscellaneous office supplies and copy paper **1,425**

OPERATING SUPPLIES

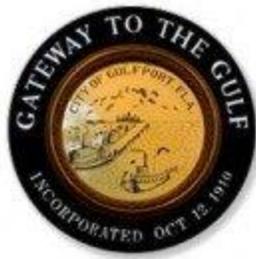
536-52 Office software or accessories as needed **475**

MEMBERSHIPS AND REGISTRATIONS

536-54 American Public Works Association dues, books, publications, memberships to be determined by Director **455**

CITY OF GULFPORT
FY 2014 Budget
Public Works-Director
001-5151-536

ACCOUNT	Div Acct. # 5151-536	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	536-12-01	47,732	53,737	51,202	55,420	60,516	60,961	0.7%
Vacation Leave	536-12-02	6,065	4,279	4,685	3,040			
Sick Leave	536-12-03	6,101	2,130	1,534	1,276			
Overtime	536-14	36	0	55	201			
Car Allowance	536-15-03	2,111	2,106	2,106	2,112	2,100	2,100	0.0%
FICA Tax	536-21-01	3,691	3,705	3,672	3,625	3,882	3,780	-2.6%
Medicare Tax	536-21-02	863	867	859	848	908	884	-2.6%
Retirement	536-22-00	5,576	7,561	6,863	5,993	8,397	8,678	3.3%
Health Insurance	536-23-01	6,304	6,921	5,327	5,652	6,450	7,003	8.6%
Disability Insurance	536-23-02	319	297	277	342	527	397	-24.7%
Life Insurance	536-23-04	262	249	238	250	279	249	-10.8%
Workers Compensation	536-24	151	168	105	150	186	186	0.1%
Unemployment	536-25	0		2,338	1,237	0	0	0.0%
People Costs		79,211	82,020	79,260	80,145	83,245	84,238	1.2%
Professional & Contractual	536-31	6,867	948	2,213	3,068	3,000	3,000	0.0%
Other Contractual	536-34	10,262	10,927	12,491	10,662	10,262	10,262	0.0%
Travel & Training	536-40	685	1,066	1,978	1,451	2,390	2,590	8.4%
Communications	536-41	3,049	3,445	3,226	3,276	4,068	4,068	0.0%
Electricity	536-43-01	10,714	11,136	10,317	9,966	11,536	11,536	0.0%
Water/Sewer	536-43-02			0	0	0	0	0.0%
Other	536-43-03			0	0	0	0	0.0%
Rentals & Leases	536-44					0	300	0.0%
General Liability	536-45-01	375	404	282	344	382	382	0.1%
Property	536-45-03	11,860	6,470	4,725	6,592	8,832	8,832	0.0%
Repairs & Maintenance	536-46	1,530	4,663	1,088	1,307	2,200	1,400	-36.4%
Printing & Binding	536-47	332	349	411	518	475	475	0.0%
Promotional	536-48	119	28	0	0	0	0	0.0%
Office Supplies	536-51	1,072	1,399	1,502	528	1,425	1,425	0.0%
Operating Supplies	536-52	134	672	117	352	475	475	0.0%
Hurrican Sup	536-52-01	0		0	0	0	0	0.0%
Bks/Pubs/Subs	536-54	1,003	1,392	925	734	455	455	0.0%
Training & Education	536-55							
Transfer to Capital	581	0		0				
Operational Costs		48,002	42,899	39,274	38,800	45,500	45,200	-0.7%
Buildings	536-62							
Machinery & Equipment	536-64	0						
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		127,213	124,919	118,534	118,945	128,745	129,438	0.5%



PUBLIC WORKS

STREETS

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Public Works - Streets

PERSONNEL:	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 BUDGET
Position:				
Supervisor *	0.50	0.50	0.50	0.50
Maintenance Workers II **	1.00	1.00	1.00	2.00
Equipment Operator	1.00	1.00	1.00	1.00
Crew Leader	0.50	-	-	-
Total:	<u>3.00</u>	<u>2.50</u>	<u>2.50</u>	<u>3.50</u>

* Full time position allocated 50% to Streets, 25% Sanitation and 25% Stormwater.

** Full time position allocated 50% Streets, 25% Sanitation and 25% Stormwater.

Budget Highlights

- The addition of \$10,000 for street signs to meet the Federal mandate on traffic control devices retroreflectivity.
- Addition of one employee for sign program
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works - Streets

MISSION

The Street Division provides regular right-of-way maintenance of roadways, curbs, valley gutters, medians, alleys, sidewalks, and parkway areas. Services in this program include repairing potholes, roadway repairs due to underground utility failures, repair, replacement or relocation of sidewalks, repair of brick roadways. This program also maintains and replaces street names, regulatory and informational signs and controls contractual services for traffic signals and street lights.

PERSONNEL

SALARIES AND WAGES

541-12-01	This includes 50% of the supervisor and the salary for the equipment operator and Maintenance Worker II (2).	93,510
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OTHER WAGES

541-13	Other Salaries	0
541-14	Overtime	2,000

FICA & MEDICARE

541-21-01	FICA	5,798
541-21-02	Medicare	1,356

RETIREMENT

541-22-00	Retirement	19,544
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance are also provided to all full time employees.

541-23-01	Health Insurance	16,960
541-23-02	Disability	451
541-23-04	Life Insurance	283

WORKERS' COMPENSATION

541-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	7,896
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OPERATING COSTS

OTHER CONTRACTUAL

541-34			45,405
	Street striping	(5,000)	
	Alley trimming/stump & tree removal	(22,650)	
	Lift truck for holiday banners	(800)	
	Bee removal	(500)	
	Traffic signal maintenance - Pinellas County	(16,455)	

UTILITIES

541-43-01	Electricity for City street lights		212,185
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EQUIPMENT RENTALS

541-44	Includes alley grader, bucket lift, concrete grinder and asphalt roller.		4,000
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INSURANCE

541-45-01	General Liability		26,259
541-45-02	Automotive		0
541-45-03	Property		1,009

REPAIRS AND MAINTENANCE

541-46			40,336
	Garage vehicle maintenance	(35,967)	
	Equipment maintenance and welding	(4,000)	

OPERATING SUPPLIES

541-52			21,950
	Uniforms for two employees	(900)	
	Hand tools	(1,000)	
	Street signs	(15,000)	
	Barricades	(2,000)	
	Replacement portable handheld radios - 2 @ \$625	(1,250)	
	Miscellaneous daily equipment/Gatorade	(1,800)	

ROAD MATERIALS

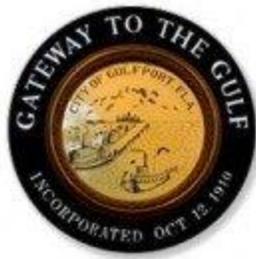
541-53	Asphalt, dust control products, concrete mix, road paint, sod for restoration projects, shell and millings.		6,000
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IMPROVEMENTS O/T BUILDINGS

541-61	Street/Regulatory signs		2,000
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CITY OF GULFPORT
FY 2014 Budget
Public Works-Streets
001-5153-541

ACCOUNT	Div Acct. # 5153-541	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	541-12-01	92,250	80,377	63,219	59,095	67,166	93,510	39.2%
Vacation Leave	541-12-02	8,214	8,624	6,060	5,812			
Sick Leave	541-12-03	6,300	3,278	1,953	1,623			
Other Salaries	541-13	0	0	0	0			
Overtime	541-14	4,815	2,206	1,818	941	2,000	2,000	0.0%
Miscellaneous	541-15-12			0	0			
FICA Tax	541-21-01	6,398	5,668	4,449	3,846	4,288	5,798	35.2%
Medicare Tax	541-21-02	1,496	1,326	1,041	900	1,003	1,356	35.2%
Retirement	541-22-00	3,771	13,493	8,119	4,240	12,896	19,544	51.6%
Health Insurance	541-23-01	14,739	11,370	11,401	10,196	10,184	16,960	66.5%
Disability Insurance	541-23-02	867	758	731	773	415	451	8.7%
Life Insurance	541-23-04	276	224	206	167	219	283	29.2%
Workers Compensation	541-24	6,458	7,172	4,520	6,319	7,896	7,896	0.0%
Unemployment	541-25	275	5,901	301	0	0	0	0.0%
People Costs		145,859	140,397	103,817	93,912	106,067	147,798	39.3%
Professional & Contractual	541-31	0		0	0			
Other Contractual	541-34	40,284	28,050	37,085	22,231	45,405	45,405	0.0%
Electricity	541-43-01	198,461	205,151	211,692	211,533	208,185	208,185	0.0%
Water/Sewer	541-43-02	369	738	855	747	0	750	0.0%
Rental & leases	541-44	2,980	4,768	957	1,255	2,500	4,000	60.0%
General Liability	541-45-01	22,245	24,053	16,656	20,303	26,259	26,259	0.0%
Auto Ins	541-45-02	1,643	1,773	1,239	1,513	0	0	0.0%
Property	541-45-03	1,354	740	538	752	1,009	1,009	0.0%
Repairs & Maintenance	541-46	19,485	17,855	15,408	17,870	39,967	40,336	0.9%
Operating Supplies	541-52	9,020	18,033	11,906	11,589	11,900	21,950	84.5%
Road Material	541-53	6,267	8,090	4,824	6,497	8,000	6,000	-25.0%
Transfer to Capital	581	0		0				
Operational Costs		302,108	309,251	301,160	294,290	343,225	353,894	3.1%
Improvements	541-63	2,376	2,032	3,005	0	2,000	2,000	0.0%
Machinery & Equipment	541-64	4,670		0				
Lease Purchase Payments	73-00						5,000	0.0%
Capital Outlay		7,046	2,032	3,005	0	2,000	7,000	250.0%
DEPARTMENT TOTAL		455,013	451,680	407,983	388,202	451,292	508,692	12.7%



PUBLIC WORKS

BUILDING MAINTENANCE

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Public Works-Building Maintenance

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Maintenance Worker II	1.00	1.00	1.00	1.00
Maintenance Worker III	1.00	1.00	1.00	1.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works-Building Maintenance

MISSION

The Public Works Department Building Maintenance Division staff focuses on improvements, preventative maintenance operations and coordinates the ongoing maintenance and construction activities associated with routine facility maintenance. This program oversees the design and construction of renovations, building equipment replacement and ensures all City facilities are properly maintained. Personnel provide a variety of services such as carpentry, masonry, electrical work, painting, air conditioning repair, janitorial, maintenance and moving furniture.

PERSONNEL

SALARIES AND WAGES

519-12-01	This includes a Maintenance Worker III and a Maintenance Worker II	71,027
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OTHER WAGES

519-14	Overtime	1,200
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FICA & MEDICARE

519-21-01	FICA	4,404
51921-02	Medicare	1,030

RETIREMENT

519-22-00	Retirement	14,845
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

519-23-01	Health Insurance	11,810
519-23-02	Disability	343
519-23-04	Life Insurance	215

WORKERS' COMPENSATION

519-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	2,734
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OPERATIONS

OTHER CONTRACTUAL

519-34			35,076
	Janitorial services	(14,552)	
	Pest control	(2,100)	
	AC Filter service	(11,900)	
	Air conditioning maintenance & service	(6,524)	

COMMUNICATIONS

519-41	Postage and phone		1,290
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UTILITIES

519-43-01	Electricity		15,685
519-43-02	Water, sewer, garbage		2,472

EQUIPMENT RENTALS

519-44	Cover equipment and tool rentals.		500
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INSURANCE

519-45-02	Property		8,711
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REPAIRS AND MAINTENANCE

519-46			16,124
	Miscellaneous repair supplies	(3,100)	
	Fire equipment servicing and stove hood inspection	(1,250)	
	Vehicle maintenance	(7,774)	
	Waxing of Neighborhood Center floors - twice annually	(500)	
	Exterior painting	(3,500)	

OTHER REPAIRS AND MAINTENANCE

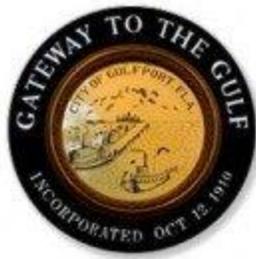
519-46-01	Four-year average annual costs associated with all non-capital City facility repairs and maintenance, and centralized billing for all City building repairs.		50,000
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OPERATING SUPPLIES

519-52			12,000
	Uniforms for two employees	(900)	
	Janitorial supplies for City Hall, FD & Public Works buildings	(6,200)	
	Building materials	(3,400)	
	Small tools & equipment	(1,500)	

CITY OF GULFPORT
FY 2014 Budget
Public Works-Building Maintenance
001-5120-519

ACCOUNT	Div Acct. # 5120-519	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	519-12-01	61,949	61,318	60,763	61,471	69,633	71,027	2.0%
Vacation Leave	519-12-02	4,908	5,131	5,101	5,700			
Sick Leave	519-12-03	3,176	2,770	2,525	1,796			
Overtime	519-14	1,020	1,216	1,349	2,473	1,200	1,200	0.0%
FICA Tax	519-21-01	4,351	4,327	4,459	4,365	4,392	4,404	0.3%
Medicare Tax	519-21-02	1,017	1,012	1,043	1,021	1,027	1,030	0.3%
Retirement	519-22-00	2,374	9,942	7,996	3,973	13,370	14,845	11.0%
Health Insurance	519-23-01	8,423	8,935	9,891	10,633	10,845	11,810	8.9%
Disability Insurance	519-23-02	373	347	347	403	424	343	-19.1%
Life Insurance	519-23-04	228	217	218	218	224	215	-4.0%
Workers Compensation	519-24	2,236	2,484	1,565	2,188	2,734	2,734	0.0%
Unemployment	519-25	0				0	0	0.0%
People Costs		90,055	97,699	95,257	94,241	103,849	107,609	3.6%
Professional & Contractual	519-31	0		0	0			
Other Contractual	519-34	31,203	33,630	32,262	34,681	35,918	35,076	-2.3%
Travel/Per Diem	519-40	0	10		0	0	0	0.0%
Communications	519-41	1,927	1,250	1,178	792	1,290	1,290	0.0%
Electricity	519-43-01	15,975	16,151	17,478	13,770	15,685	15,685	0.0%
Water/Sewer	519-43-02	1,923	2,079	2,018	2,106	2,472	2,472	0.0%
Rental & leases	519-44	134	0	268	0	500	500	0.0%
Auto Ins	519-45-02	568	613	428	523	0	0	0.0%
Property	519-45-03	14,164	7,728	5,640	7,873	8,711	8,711	0.0%
Repairs & Maintenance	519-46	54,110	61,077	63,243	8,659	16,124	16,124	0.0%
Repairs & Maint.-Other	519-46-01				58,593	50,000	50,000	0.0%
Printing & Binding	519-47	0		0	0	0	0	0.0%
Office Supplies	519-51	11	115	0	0	0	0	0.0%
Operating Supplies	519-52	9,502	12,421	12,037	13,892	12,000	12,000	0.0%
Books/Pubs	519-54	0		0	0			
Transfer to Capital	581	0		0				
Operational Costs		129,517	135,074	134,553	140,890	142,700	141,858	-0.6%
Buildings	519-62			0				
Machinery & Equipment	519-64	3,843		0				
Capital Outlay		3,843	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		223,415	232,773	229,809	235,131	246,549	249,466	1.2%



PUBLIC WORKS

VEHICLE MAINTENANCE

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Public Works-Vehicle Maintenance

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Garage Supervisor	1.00	1.00	1.00	1.00
Fleet Maintenance Assistant	1.00	1.00	1.00	1.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works-Vehicle Maintenance

MISSION

This division provides maintenance services and repairs for all City equipment including light and heavy vehicles, and construction equipment. Vehicle Maintenance also includes preventative and corrective maintenance. The staff recommends the replacement of existing vehicles, and reviews additional vehicle requests by departments and divisions to ensure their suitability to the type of work being performed. The Vehicle Maintenance Division will continue to evaluate City-wide vehicle efficiency to aid in reducing the fleet vehicle maintenance, operating and energy related costs.

PERSONNEL

SALARIES AND WAGES

590-12-01	Garage Supervisor & Fleet Maintenance Assistant	105,902
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OTHER WAGES

590-14	Overtime	1,500
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FICA & MEDICARE

590-21-01	FICA	6,566
590-21-02	Medicare	1,536

RETIREMENT

590-22-00	Retirement	22,133
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

590-23-01	Health Insurance	11,810
590-23-02	Disability	511
590-23-04	Life Insurance	320

WORKERS' COMPENSATION

590-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	3,400
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OPERATING COSTS

TRAVEL & PER DIEM

590-40 Miscellaneous seminars **950**

COMMUNICATIONS

590-41 Postage and phone **126**

UTILITIES

590-43-01 Electricity **0**

590-43-02 Water / Sewer **830**

590-43-03 Other **1,500**

INSURANCE

590-45-01 General Liability **300**

590-45-03 Property **2,468**

590-45-04 Other **4,633**

REPAIRS AND MAINTENANCE

590-46 **40,671**

Vehicle maintenance (7,771)

Accidents/heavy duty transmission repairs (24,000)

Gas heater maintenance (700)

Emergency towing (1,200)

Backhoe repairs (7,000)

OFFICE SUPPLIES

590-51 Work order forms, pens, paper **143**

OPERATING SUPPLIES

590-52 **118,864**

Auto parts & tires (116,964)

Small tools & equipment (700)

Uniforms (800)

Emergency generator service (400)

INVENTORY FOR RESALE

590-52-01 Oil Products (6,000) **301,470**

Diesel fuel – 43,269 gallons @ \$3.64 (157,500)

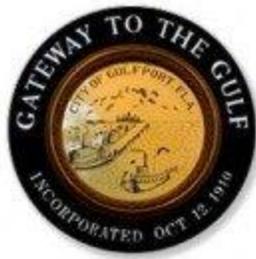
Unleaded 87 octane gasoline – 42,064 gallons @ \$3.28 (137,970)

BOOKS, PUBLICATIONS, MEMBERSHIPS

590-54 Updates and shop manuals, and snap-on diagnostics cartridges **1,900**

CITY OF GULFPORT
FY 2014 Budget
Public Works-Vehicle Maintenance
001-5150-590

ACCOUNT	Div Acct. # 5150-590	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	590-12-01	90,560	86,407	74,326	89,276	103,826	105,902	2.0%
Vacation Leave	590-12-02	7,636	9,257	6,731	12,277			
Sick Leave	590-12-03	5,852	7,694	22,194	1,769			
Overtime	590-14	1,377	2,804	2,404	2,756	1,500	1,500	0.0%
Assignment Pay	590-15-11	347	223	0	0			
Miscellaneous	590-15-12	0		0	0			
FICA Tax	590-21-01	6,481	6,522	6,728	6,483	6,530	6,566	0.5%
Medicare Tax	590-21-02	1,516	1,525	1,574	1,516	1,527	1,536	0.6%
Retirement	590-22-00	3,465	14,958	12,110	5,875	19,935	22,133	11.0%
Health Insurance	590-23-01	8,423	8,935	9,891	11,076	10,845	11,810	8.9%
Disability Insurance	590-23-02	557	518	518	601	639	511	-20.0%
Life Insurance	590-23-04	338	321	321	321	338	320	-5.3%
Workers Compensation	590-24	2,784	3,093	1,949	2,723	3,400	3,400	0.0%
Unemployment	590-25	0		0				
People Costs		129,336	142,257	138,745	134,672	148,540	153,678	3.5%
Travel/Per Diem	590-40	487	842	253	376	950	950	0.0%
Communications	590-41	16	5	4	2	126	126	0.0%
Electricity	590-43-01	0	0	0	0	0	0	0.0%
Water/Sewer	590-43-02	775	827	910	907	830	830	0.0%
Other	590-43-03	1,579	1,486	1,466	1,037	1,500	1,500	0.0%
General Liability	590-45-01	297	320	221	270	300	300	-0.1%
Auto Ins	590-45-02	330	356	248	301	0	0	0.0%
Property Ins	590-45-03	246	1,577	1,320	1,843	2,468	2,468	0.0%
Other Ins	590-45-04	2,375	5,644	1,831	0	4,633	4,633	0.0%
Repairs & Maintenance	590-46	26,087	27,315	46,058	56,870	40,671	40,671	0.0%
Office Supplies	590-51	80	84	0	0	143	143	0.0%
Operating Supplies	590-52	97,280	96,240	93,713	105,963	118,864	118,864	0.0%
Inventory Resale	590-52-01	189,199	220,821	307,959	283,987	301,470	301,470	0.0%
Bks/Pubs/Subs	590-54	0	510	843	199	1,900	1,900	0.0%
Training & Education	590-55							
Transfer to Capital	581	0		0				
Operational Costs		318,751	356,027	454,825	451,754	473,855	473,854	0.0%
Buildings	590-62							
Machinery & Equipment	590-64	3,753	3,785	0	0	0	0	0.0%
Capital Outlay		3,753	3,785	0	0	0	0	0.0%
DEPARTMENT TOTAL		451,840	502,069	593,570	586,426	622,395	627,532	0.8%



PUBLIC WORKS

SANITATION

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Public Works - Sanitation

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Director **	0.20	0.20	0.20	0.20
Administrative Assistant **	0.20	0.20	0.20	0.20
Sanitation/Stormwater Supervisor*	0.25	0.25	0.25	0.25
Equipment Operators	7.25	7.00	7.00	7.00
Maintenance Workers II (2 @ *)	6.25	6.25	4.25	5.25
	-	-	-	-
Crew Leader*	0.25	-	-	-
Parks Positions Relocated	-	-	1.00	1.00
Total:	<u>14.15</u>	<u>13.90</u>	<u>12.90</u>	<u>13.90</u>

* Full time position allocated 50% to Streets, 25% to Sanitation and 25% to Stormwater.

** Full time position allocated 50% to Public Works-Admin, 20% to Sanitation and 30% to Utilities (15% Water, 15% Sewer).

Budget Highlights

- Restoration of one (1) position previously removed by attrition.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works - Sanitation

MISSION

The Sanitation Division provides collection and disposal services that meet or exceed state standards and are responsible to the health and sanitary needs of our community. The Department accomplishes this mission while maintaining a competitive cost of service for our customers and the community as a whole.

PERSONNEL

SALARIES AND WAGES

534-12-01	Includes equipment operators, maintenance worker II's, one (1 remaining) re-located FY12 Parks Department employee and a portion of the director, supervisor and a staff assistant.	480,235
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OTHER WAGES

534-14	Overtime	15,000
534-15-03	Car Allowance	840

FICA & MEDICARE

534-21-01	FICA	29,775
534-21-02	Medicare	6,963

RETIREMENT

534-22-00	Retirement	95,707
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

534-23-01	Health Insurance	93,205
534-23-02	Disability	2,339
534-23-04	Life Insurance	1,467

WORKERS' COMPENSATION

534-24	Workers' Compensation is budgeted as a percentage of salaries at	
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contracted coverage rates. These rates vary according to risk level associated with each job classification.

44,097

OPERATING COSTS

OTHER CONTRACTUAL

534-34			420,550
	Tipping fees 10,400 tons @ \$37.50/ton	(390,000)	
	Temporary help	(10,000)	
	Freon disposal	(1,500)	
	Utility billing	(2,400)	
	Janitorial services - 17.1%	(13,400)	
	Annual pest control – 4.5%	(300)	
	Generator annual service (1/2 of cost – FD 50%)	(200)	
	Safety Training	(1,250)	
	Electronic recycling fees	(1,500)	

COMMUNICATION

534-41	Centranet, Bright House, and Postage		13,805
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UTILITIES

534-43-01	Electricity		2,430
534-43-02	Water, Sewer, Garbage		5,335

RENTALS AND LEASES

534-44	PW Office copy machine		(500)
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INSURANCE

534-45-01	General Liability Insurance		2,804
534-45-02	Automotive		2,884
534-45-03	Property		2,435

REPAIRS AND MAINTENANCE

534-46			293,795
	Maintenance of radios, lids on containers, welding repairs	(3,000)	
	Vehicle maintenance	(265,353)	

PRINTING AND BINDING

534-47			1,500
	Informational flyers	(500)	
	New Automated Route brochures and surveys	(1,000)	

PROMOTIONAL

534-48			5,090
	Sanitation holiday schedule	(600)	

Yard Sale banner	(250)
Yard Sale ads – 4 @ \$265	(1,060)
Coastal cleanup ads	(400)
Mobile Chemical Day ads	(780)
Recycling informational ads	(2,000)

ADMINISTRATIVE OVERHEAD

534-49-02	Includes charges of 10% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.	237,932
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OFFICE SUPPLIES

534-51	Miscellaneous office supplies	1,800
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OPERATING SUPPLIES

534-52		69,480
	Uniforms – 12 @ \$450	(5,400)
	Replacement portable radios - 4 @ \$625	(2,500)
	Bank charges	(6,600)
	Small tools/equipment	(1,000)
	Deodorizers/heavy duty cleaners/Gatorade	(3,745)
	New/replacement 300-gallon containers – 15 @ \$431	(6,465)
	New/replacement recycling containers -600 @ \$6.95	(4,170)
	Copy charges	(1,600)
	New Automated Route containers - 500 @ &76	(38,000)

MACHINERY & EQUIPMENT

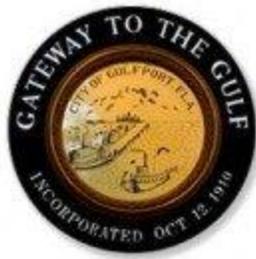
534-64		36,250
	Replace Sanitation/ Streets Dump Truck four payments of \$35,250	
	Replace steam cleaner to clean trucks	

TRANSFERS

534-91-05	Transfer of net operations profit to the General Fund in the form of a PILOT or Payment in Lieu of Taxes	659,751
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CITY OF GULFPORT
FY 2014 Budget
Sanitation
400-5110-534

ACCOUNT	Div Acct. # 5110-534	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY 12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	534-12-01	419,509	409,178	390,450	389,701	456,227	480,235	5.3%
Vacation Leave	534-12-02	33,670	35,578	32,404	34,233			
Sick Leave	534-12-03	23,024	17,641	20,208	32,560			
OtherSalaries	534-13	85	0					
Overtime	534-14	22,500	20,126	23,382	23,840	15,000	15,000	0.0%
Car Allowance	534-15-03	844	842	842	845	840	840	0.0%
Miscellaneous	534-15-12	0	113		325	0	0	0.0%
FICA Tax	534-21-01	28,844	28,453	28,454	28,914	29,268	29,775	1.7%
Medicare Tax	534-21-02	6,745	6,654	6,654	6,762	6,845	6,963	1.7%
Retirement	534-22-00	35,475	74,313	50,270	16,687	85,792	95,707	11.6%
Health Insurance	534-23-01	86,531	84,556	72,105	77,613	80,614	93,205	15.6%
Disability Insurance	534-23-02	2,212	1,910	1,825	2,163	3,118	2,339	-25.0%
Life Insurance	534-23-04	1,542	1,378	1,359	1,412	1,495	1,467	-1.9%
Workers Compensation	534-24	37,611	39,113	25,244	35,282	44,097	44,097	0.0%
Unemployment	534-25	0	0	1,153	495	0	0	0.0%
Opeb	534-29	3,535	3,589	4,125		0	0	0.0%
People Costs		702,126	723,444	658,477	650,833	723,296	769,628	6.4%
Professional	534-31	0	0	0	0	0		
Other Contractual	534-34	383,646	395,896	353,547	446,186	420,550	420,550	0.0%
Communications	534-41	8,551	9,156	8,224	2,434	13,805	13,805	0.0%
Electricity	534-43-01	2,286	2,648	2,577	2,433	2,430	2,430	0.0%
Water/Sewer	534-43-02	1,940	2,021	1,897	1,995	5,335	5,335	0.0%
General Liability	534-45-01	2,585	2,980	2,062	2,514	2,804	2,804	0.0%
Auto Ins	534-45-02	2,875	3,102	2,168	2,645	2,884	2,884	0.0%
Property	534-45-03	3,272	1,784	1,303	1,817	2,435	2,435	0.0%
Repairs & Maintenance	534-46	291,859	235,681	190,204	216,444	276,353	293,795	6.3%
Printing & Binding	534-47	1,000	1,606	2,858	1,842	1,500	1,500	0.0%
Promotional	534-48	1,717	1,801	741	4,645	5,090	5,090	0.0%
Other Chgs	534-49	0		0	0	0	0	0.0%
Bad Debt Expense	534-49-01				13,073	0	0	0.0%
Admn Chg	534-49-02	186,688	181,532	180,434	196,976	213,324	237,932	11.5%
Office Supplies	534-51		0	0	0	3,200	1,800	-43.8%
Operating Supplies	534-52	97,958	63,797	103,186	58,923	67,335	69,480	3.2%
Operating Supplies	534-52-05	0		0				
Depreciation	534-59	136,348	115,052	121,555				
Transfer to General Fund	534-91-05	139,491	100,000	127,727	350,000	467,000	659,751	41.3%
Operational Costs		1,260,216	1,117,056	1,098,484	1,301,927	1,484,045	1,719,591	15.9%
Buildings	534-62	0	0	0	0			
Imp O/T Bldgs	534-63	0	0	0	0			
Machinery & Equipment	534-64	0	0	0	0	50,000	36,250	-27.5%
Lease Payments	534-73					0	5,000	0.0%
Capital Outlay		0	0	0	0	50,000	41,250	-17.5%
DEPARTMENT TOTAL		1,962,342	1,840,500	1,756,961	1,952,760	2,257,341	2,530,469	12.1%



PUBLIC WORKS

SEWER

CITY OF GULFPORT
Fiscal Year 2014
Public Works – Sewer

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.15	0.15	0.15	0.15
Administrative Assistant *	0.15	0.15	0.15	0.15
Utilities Supervisor **	0.50	0.50	0.50	0.50
Utility Service Workers II **	2.00	2.00	2.00	2.00
Utility Service Workers III **	0.50	0.50	0.50	0.50
Total:	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>

* Full time position allocated 50% to Public Works-Admin, 20% to Sanitation and 30% to Utilities (15% Water, 15% Sewer)

** Full time position allocated 50% to Sewer and 50% to Water.

Budget Highlights

- 5% increase to wholesale sewer costs, estimate based on City of St. Petersburg projected costs.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works – Sewer

MISSION

The Sewer Division responsibilities include the operation, maintenance and repair of the City owned sanitary sewer collection system. The wastewater collection system consists of 37 miles of gravity sanitary sewer lines, 714 manholes, 2 miles of force main, 2 lift stations and 68 miles of service laterals and averages 7.45 million gallons per week. Wastewater treatment is provided by the City of St. Petersburg's Southwest Water Treatment Plant.

PERSONNEL

SALARIES AND WAGES

536-12-01	Includes utility service worker II's, a portion of the director, staff assistant, a utility supervisor and a utility service worker III.	163,462
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OTHER WAGES

536-14	Overtime	7,140
536-15	Car Allowance	630

FICA & MEDICARE

536-21-01	FICA	10,616
536-21-02	Medicare	2,483

RETIREMENT

536-22-00	Retirement	30,373
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

536-23-01	Health Insurance	23,551
536-23-02	Disability	1,044
536-23-04	Life Insurance	552

WORKERS' COMPENSATION

536-24	Workers' compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	4,109
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OPERATING COSTS

OTHER CONTRACTUAL

536-34		892,629
	City of St. Petersburg sewer fees based on the City of St. Petersburg projected increase of 5%.	(887,479)
	Insite monthly fees	(2,450)
	Lift station generator service contract	(850)
	SCADA system - \$50x 12 months	(600)
	Safety training	(1,250)

COMMUNICATIONS

536-41		13,860
	Lift station monitoring system phone	(350)
	On call phone ½ sewer	(660)
	Postage	(11,050)
	Bright House off site fiber connection	(1,800)

UTILITIES

536-43-01	Electricity	14,817
536-43-02	Water, Sewer, Garbage	828

RENTS & LEASES

536-44		2,000
	Emergency pump rental/well points	(2,000)

INSURANCE

536-45-01	General Liability	455
536-45-02	Automotive	662
536-45-03	Property	1,779

REPAIRS AND MAINTENANCE

536-46		26,087
	Vehicle maintenance	(13,337)
	Pump/dewatering equipment maintenance	(10,000)
	Yearly meter calibration & certification	(750)
	Generator repair	(2,000)

ADMINISTRATIVE OVERHEAD

536-49-02	Includes charges of 10% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.	169,350
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OFFICE SUPPLIES

536-51	Miscellaneous supplies	1,140
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OPERATING SUPPLIES

536-52		34,450
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Uniforms for six water/sewer employees shared ½ sewer	(1,650)	
Small tools/equipment	(4,000)	
Bank charges	(3,500)	
Daily supplies gloves, chemicals, sanitizer, lift station deodorizers, etc.	(4,765)	
Replacement of portable radios - 3 @ \$625 each	(1,875)	
Replacement barricades	(1,000)	
Annual manhole insert replacements	(2,000)	
Pipe/fitting for repairs	(12,000)	
City Hall copy machine charges	(1,500)	
Envelopes	(2,160)	

CAPITAL

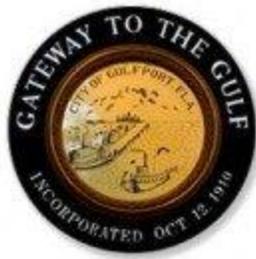
536-64	Sanitary Sewer Repairs	500,000
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<u>MACHINERY AND EQUIPMENT</u>	3,000
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536-64	Generator for sewer camera / replacement	(1,000)
	Chain Hoist for Lift Station #1 / replacement	(2,000)

CITY OF GULFPORT
FY 2014 Budget
Sewer
410-5172-536

ACCOUNT	Div Acct. # 5172-536	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	536-12-01	135,492	140,153	143,239	145,278	163,462	171,816	5.1%
Vacation Leave	536-12-02	12,413	13,288	13,107	12,880			
Sick Leave	536-12-03	3,626	3,919	4,074	4,680			
Overtime	536-14	8,726	10,676	9,988	10,471	7,140	7,140	0.0%
Car Allowance	536-15-03	633	632	632	634	630	630	0.0%
Miscellaneous	536-15-12	0	131	0	0			
FICA Tax	536-21-01	9,470	9,813	10,652	10,295	10,616	10,653	0.3%
Medicare Tax	536-21-02	2,215	2,295	2,491	2,408	2,483	2,491	0.3%
Retirement	536-22-00	12,384	25,869	19,022	11,006	30,373	33,704	11.0%
Health Insurance	536-23-01	23,065	25,431	22,755	23,499	23,551	26,149	11.0%
Disability Insurance	536-23-02	946	880	863	985	1,044	837	-19.8%
Life Insurance	536-23-04	597	567	556	550	552	525	-4.9%
Workers Compensation	536-24	3,361	3,732	2,353	3,288	4,109	4,109	0.0%
Unemployment	536-25	0		701	1,072			
People Costs		212,928	237,386	230,432	227,046	243,960	258,054	5.8%
Professional	536-31							
Other Contractual	536-34	690,692	950,629	945,669	1,004,955	850,968	892,629	4.9%
Communications	536-41	8,417	8,556	7,624	2,452	13,805	13,860	0.4%
Electricity	536-43-01	15,048	16,082	16,055	18,816	14,817	14,817	0.0%
Water/Sewer	536-43-02	2,137	641	241	261	828	828	0.0%
Rentals & Leases	536-44	64	0	0	0	2,060	2,000	-2.9%
General Liability	536-45-01	552	484	336	407	455	455	-0.1%
Auto Ins	536-45-02	811	713	497	607	662	662	0.0%
Property	536-45-03	2,299	1,303	951	1,328	1,779	1,779	0.0%
Repairs & Maintenance	536-46	31,384	30,333	10,726	19,030	26,087	26,051	-0.1%
Admn Chg	536-49-02	152,720	160,545	160,545	148,071	169,350	175,358	3.5%
Office Supplies	536-51	0	0	0		1,140	1,140	0.0%
Operating Supplies	536-52	35,342	32,956	29,797	27,366	34,450	34,450	0.0%
Books/Pubs/Subs	536-54	0		127				
Depreciation	536-59	142,339	148,006	156,230	163,832			
Transfer to General Fund	536-91	122,503	0	0				
Non Op Int Exp	536-93	0		0				
Operational Costs		1,204,308	1,350,248	1,328,799	1,387,126	1,116,401	1,164,029	4.3%
Buildings	534-62			0				
Imp O/T Bldgs	534-63	0	0	0	0	300,000	500,000	66.7%
Machinery & Equipment	534-64	0	0	0	10,175	0	18,125	0.0%
Lease payments	534-73				0	0	2,500	0.0%
Capital Outlay		0	0	0	10,175	300,000	520,625	73.5%
DEPARTMENT TOTAL		1,417,236	1,587,634	1,559,231	1,624,347	1,660,361	1,942,708	17.0%



PUBLIC WORKS

WATER

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Public Works - Water

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.15	0.15	0.15	0.15
Administrative Assistant *	0.15	0.15	0.15	0.15
Utilities Supervisor **	0.50	0.50	0.50	0.50
Utility Service Workers II **	2.00	2.00	2.00	2.00
Utility Service Workers III **	0.50	0.50	0.50	0.50
Total:	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>

* Full time position allocated 50% to Public Works-Admin, 20% to Sanitation, 30% to Utilities (15% Water, 15% Sewer).

** Full time position allocated 50% to Sewer and 50% to Water.

Budget Highlights

- 5% increase to wholesale cost of water, estimate based on City of St. Petersburg projected costs.
- Increased Other Contractual by \$4,500 the estimated cost to perform testing to meet the required US EPA Unregulated Contaminants Mandatory Rule (UCMR)
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works - Water

MISSION

The Water Division responsibilities include the operation, maintenance and repair of the City owned potable water distribution system. The water distribution system consists of 38.5 miles of 1 ½ inch to 4 inch pipes, 27.3 miles of 6 inch to 12 inch pipes, 5,723 water meters, 329 backflow preventers and 284 fire hydrants and consumption averages 6.8 million gallons per week. The water is provided by the City of St. Petersburg.

PERSONNEL

SALARIES AND WAGES

536-12-01	Includes utility service worker II's, a portion of the director, staff assistant, a utility supervisor and a utility service worker III.	171,816
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OTHER WAGES

536-14	Overtime	7,140
536-15	Car Allowance	630

FICA & MEDICARE

536-21-01	FICA	10,653
536-21-02	Medicare	2,491

RETIREMENT

536-22-00	Retirement	33,704
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

536-21-01	Health Insurance	26,149
536-23-02	Disability	837
536-23-04	Life Insurance	525

WORKERS' COMPENSATION

536-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	4,109
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OPERATING COSTS

OTHER CONTRACTUAL

536-34		1,650,194
	City of St Petersburg water fees - based on City of St. Petersburg projected increase of 5%	
	Mandatory monthly water sampling/bacteria, coliform, mandatory trihalomethane	
	Insite monthly fees	
	HAA5 sampling stage three disinfecting - 8 samples / 6 times yearly @ \$75	
	Neptune – hand held meter readers annual service contract; handhelds – 1,500, docking station/software (1,000)	
	TTHM sampling – 8 samples x 6 yearly @ \$45	
	Utility locates - Sunshine State One Call	
	Safety training	
	FDEP annual drinking water license operating fee	
	Backflow software annual maintenance and support	
	US EPA - Unregulated Contaminants Mandatory Rule testing	

COMMUNICATIONS

536-41		14,439
	On call Verizon phone ½ water	(660)
	Postage	(11,979)
	Bright House off-site fiber connection	(1,800)

RENTS & LEASES

536-44		2,500
	Emergency pump rental / well points	(2,000)
	PW Office copy machine	(500)

INSURANCE

536-45-01	General Liability Insurance	609
536-45-02	Automotive	1,318
536-45-03	Property	1,779

REPAIRS AND MAINTENANCE

536-46		9,918
	Vehicle maintenance	
	Pump/dewatering equipment maintenance	

PRINTING AND BINDING

536-47		8,500
	Consumer Confidence Report printing	(4,000)
	Turn-off tags	(500)
	Lead/copper brochures	(4,000)

ADMINISTRATIVE OVERHEAD

536-49	Includes charges of 10% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.	233,811
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OFFICE SUPPLIES

536-51	Miscellaneous office supplies	3,200
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OPERATING SUPPLIES

536-52		64,140
	Uniforms/shoes for six water/sewer employees (½ water)	(1,650)
	Small tools/equipment (shovels, wrenches, cutters, saw blades)	(2,000)
	Daily supplies (batteries, marking paint, flagging tape, sunscreen, sanitizers, etc.)	(4,000)
	Replacement barricades	(1,000)
	Administrative miscellaneous charges	(8,230)
	Annual replacement of meter boxes/lids	(3,225)
	Pipes/supplies for water line repairs	(10,000)
	1" and larger meter replacements	(15,600)
	5/8" water meters for residential replacement program - 500 @ \$28.95	(14,475)
	City Hall copy machine charges	(1,800)
	Envelopes/utility paper	(2,160)

BOOKS, PUBLICATIONS, MEMBERSHIPS

536-54	Backflow repair certification - 4 employees @ \$95	380
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MACHINERY & EQUIPMENT

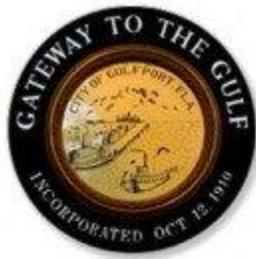
536-64	Main Line valves Water meter replacement 16" Concrete cut off saw Portable submersible pump 1/3hp	18,125
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TRANSFER

536-91-05	Transfer to General Fund	516,901
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CITY OF GULFPORT
FY 2014 Budget
Water
410-5171-536

ACCOUNT	Div Acct. # 5171-536	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	536-12-01	163,327	156,420	143,238	145,277	163,462	171,816	5.1%
Vacation Leave	536-12-02	13,801	13,687	13,107	12,880			
Sick Leave	536-12-03	4,421	4,637	4,073	4,680			
Overtime	536-14	12,893	14,112	9,988	10,471	7,140	7,140	0.0%
Car Allowance	536-15-03	633	632	632	634	630	630	0.0%
Miscellaneous	536-15-12	0	131	0	0			
FICA Tax	536-21-01	11,405	11,119	10,652	10,296	10,616	10,653	0.3%
Medicare Tax	536-21-02	2,668	2,600	2,491	2,408	2,483	2,491	0.3%
Retirement	536-22-00	12,384	26,325	19,292	11,116	30,373	33,704	11.0%
Health Insurance	536-23-01	23,065	25,431	22,755	23,499	23,551	26,149	11.0%
Disability Insurance	536-23-02	946	880	863	985	1,044	837	-19.8%
Life Insurance	536-23-04	597	567	556	550	552	525	-4.9%
Workers Compensation	536-24	3,361	3,732	2,353	3,288	4,109	4,109	0.0%
Unemployment	536-25	0	2,393	701	1,073			
OPEB	536-29	2,356		2,750	0			
People Costs		251,857	262,666	233,451	227,157	243,960	258,054	5.8%
Professional	536-31	2,500						
Other Contractual	536-34	1,439,678	1,436,231	1,511,570	1,574,144	1,569,750	1,650,194	5.1%
Travel/Per Diem	536-40	0		182				
Communications	536-41	9,519	11,416	10,211	3,081	14,439	14,439	0.0%
Rentals & Leases	536-44	0	0	759	0	2,560	2,560	0.0%
General Liability	536-45-01	600	649	448	547	609	609	-0.1%
Auto Ins	536-45-02	1,314	1,418	991	1,208	1,318	1,318	0.0%
Property	536-45-03	2,387	1,303	951	1,328	1,779	1,779	0.0%
Repairs & Maintenance	536-46	31,978	11,412	10,255	8,916	12,389	9,918	-19.9%
Printing & Binding	536-47	4,257	3,894	3,705	3,305	8,500	8,500	0.0%
Bad Debt Expense	536-49-01				25,548			
Admn Chg	536-49-02	241,126	213,117	213,130	240,916	217,670	233,811	7.4%
Office Supplies	536-51	0	0	362	201	3,200	3,200	0.0%
Operating Supplies	536-52	58,535	44,214	47,451	36,696	64,140	64,140	0.0%
Books/Pubs/Subs	536-54	0	850	675	125	380	380	0.0%
Depreciation	536-59	337,874	462,866	362,683	359,954			
Transfer TO General Fund	536-91	606,903	0	539,463	546,715	325,000	516,901	59.0%
Non Op Int Exp	536-93	2,237	1,017	284	329			
Operational Costs		2,738,908	2,188,387	2,703,121	2,803,014	2,221,734	2,507,749	12.9%
Buildings	534-62			0				
Imp O/T Bldgs	534-63	0	0	0	7,634			
Machinery & Equipment	534-64	0	0	0	10,076	34,800	18,125	-47.9%
Lease Payments	534-73					0	2,500	0.0%
Capital Outlay		0	0	0	17,710	34,800	20,625	-40.7%
DEPARTMENT TOTAL		2,990,765	2,451,053	2,936,572	3,047,880	2,500,494	2,786,428	11.4%



PUBLIC WORKS

STORMWATER

CITY OF GULFPORT
Fiscal Year 2014
Public Works - Stormwater

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
San. Stormwater Supervisor*	0.25	0.25	0.25	0.25
Maintenance Worker II **	0.75	0.75	0.75	0.75
Equipment Operator *	0.25	-	-	-
Crew Leader*	.25	-	-	-
Total:	<u>1.25</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

* Full time position allocated 50% to Streets, 25% to Sanitation and 25% to Stormwater.

** Full time positions allocated (1) 50% Streets, 25% Sanitation, 25% Stormwater (2) 50% Streets and 50% Stormwater.

Budget Highlights

- Moved Gulfport Beach water sampling to stormwater account
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Public Works - Stormwater

MISSION

This program comprises the construction, cleaning, maintenance and restoration of the city's stormwater drainage system. Facilities include stormwater inlets, catch basins, culverts and transmission lines, retention/detention ponds and outfalls. Most of the city's drainage facilities are aged and require regular maintenance and inspections. The city's stormwater system is governed by a federal program called the National Pollutant Discharge Elimination System (NPDES). This program is funded by a monthly stormwater fee, as well as grants from the Southwest Florida Water Management District (SWFWMD).

PERSONNEL

SALARIES AND WAGES

538-12-01	Includes a percentage of the supervisor and maintenance worker II	44,254
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OTHER WAGES

538-14	Overtime	2,000
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FICA & MEDICARE

538-21-01	FICA	2,682
538-21-02	Medicare	627

RETIREMENT

538-22-00	Retirement	9,040
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance are also provided to all full time employees.

538-23-01	Health Insurance	7,553
538-23-02	Disability	209
538-23-04	Life Insurance	131

WORKERS' COMPENSATION

538-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	1,584
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OPERATING COSTS

PROFESSIONAL SERVICES

538-31 Engineering consultation and preparation of annual NPDES report and SWFWMD operation and maintenance inspection reports. **8,175**

OTHER CONTRACTUAL

538-34 **43,864**

Ambient water quality monitoring fee – Pinellas County	(5,000)
Utility billing internet customer access	(485)
FDEP permit review fee – Pinellas County	(550)
Pinellas County water atlas maintenance cost	(340)
Pinellas County interlocal educational fund	(1,500)
Water quality testing of CIP stormwater projects required by FDEP and SWFWMD grants	(3,500)
Bi-monthly street sweeping by City of St. Petersburg	(18,500)
Bi-monthly removal of debris by City of St Petersburg accumulated from street sweeping	(6,005)
Tampa Bay Estuary Program nitrogen consortium assessment and allocation report	(6,000)
Gulfport Public Beach water sampling 62 x \$32.00	(1,984)

COMMUNICATION

538-41 Postage **447**

RENTALS AND LEASES

538-44 Office Copy Machine **200**

GENERAL LIABILITY

538-45-01 Insurance **228**

REPAIRS AND MAINTENANCE

538-46 **50,000**

Annual storm sewer line cleaning contract, point repairs, fixing leaks at excessive depths	(30,000)
Annual televising maintenance of storm sewer lines	(20,000)

PRINTING AND BINDING

538-47 **1,150**

Educational brochures	(550)
NPDES compliance ads	(600)

ADMINISTRATIVE OVERHEAD

538-49-02	Includes charges of 10% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.	58,453
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OFFICE SUPPLIES

538-51	Copy supplies	855
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OPERATING SUPPLIES

538-52	Uniforms one employee	450
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BOOKS, PUBLICATIONS, MEMBERSHIPS

538-54	Florida Stormwater Association annual dues	500
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TRAINING & EDUCATION

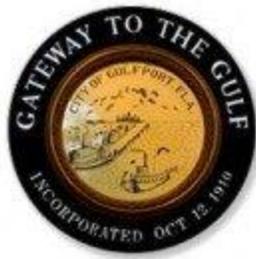
538-55	Florida Stormwater Association Annual Training Conference registration fee	400
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CAPITAL

538-63	Other Stormwater repair and improvements projects	75,000
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CITY OF GULFPOR
FY 2014 Budget
Stormwater
410-5173-538

ACCOUNT	Div Acct. # 5173-538	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	538-12-01	48,893	48,143	39,638	37,139	44,284	43,254	-2.3%
Vacation Leave	538-12-02	5,202	6,120	3,394	3,956			
Sick Leave	538-12-03	3,332	1,639	1,043	911			
Overtime	538-14	2,688	1,468	1,413	921	2,000	2,000	0.0%
Miscellaneous	538-15-12	0		0		0	0	0.0%
FICA Tax	538-21-01	3,395	3,349	2,754	2,391	2,870	2,682	-6.5%
Medicare Tax	538-21-02	794	785	644	559	671	627	-6.6%
Retirement	538-22-00	3,777	8,550	5,160	2,640	8,142	9,040	11.0%
Health Insurance	538-23-01	9,188	7,615	7,437	6,927	6,952	7,553	8.6%
Disability Insurance	538-23-02	314	261	248	251	262	209	-20.2%
Life Insurance	538-23-04	167	139	130	111	139	131	-5.8%
Workers Compensation	538-24	1,296	1,438	1,035	1,267	1,584	1,584	0.0%
Unemployment	538-25	0		45				
People Costs		79,046	79,507	62,940	57,074	66,904	67,080	0.3%
Professional	538-31	4,000	4,587	9,713	8,000	8,175	8,175	0.0%
Other Contractual	538-34	32,252	28,626	22,215	36,272	43,380	43,864	1.1%
Communications	538-41	0	0	0	0	447	447	0.0%
Rentals & Leases	538-44	0	0	0	0	0	200	0.0%
General Liability	538-45-01	224	242	167	204	228	228	0.1%
Repairs & Maintenance	538-46	60,310	70,629	28,485	14,723	50,000	50,000	0.0%
Printing & Binding	538-47	73	315	215	511	1,150	1,150	0.0%
Other Current Chgs	538-49	195	0	0	0			
Admn Chg	538-49-02	32,668	30,734	30,734	30,026	30,500	58,453	91.6%
Office Supplies	538-51		0	0	0	855	855	0.0%
Operating Supplies	538-52	1,321	1,174	1,414	970	550	450	-18.2%
Books/Pubs/Subs	538-54	395	723	821	814	900	500	-44.4%
Training & Education	538-55	0	0	0		0	400	0.0%
Depreciation	538-59	97,899	103,637	70,723				
Transfer to General Fund	538-91	29,731	0	0				
Transfer to Capital			100,000	0				
Non Op Int Exp	538-93	0		0				
Operational Costs		259,068	340,667	164,488	91,519	136,185	164,722	21.0%
Buildings	538-62			0				
Imp O/T Bldgs	538-63	0	0	0	2,200	75,000	75,000	0.0%
Machinery & Equipment	538-64	0	0	0	0	0	36,250	0.0%
Lease Payments	538-73					0	5,000	0.0%
Capital Outlay		0	0	0	2,200	75,000	116,250	55.0%
DEPARTMENT TOTAL		338,114	420,174	227,428	150,793	278,088	348,052	25.2%

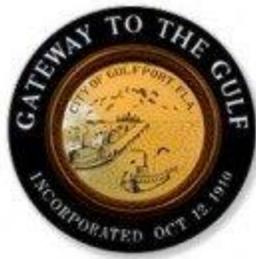


LEISURE SERVICES

DIRECTOR & TECH EVENTS

CITY OF GULFPORT
FY 2014 Budget
Leisure Services-Adm. Tech Events
001-4141-579

ACCOUNT	Div Acct. # 4141-579	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	579-12-01	146,758	47,906	31,154	32,125	34,669	30,625	-11.7%
Vacation Leave	579-12-02	5,268	2,202	1,765	1,724			
Sick Leave	579-12-03	2,279	125	724	1,103			
Overtime	579-14	902	1,187	879	776	296	0	-100.0%
Car Allowance	579-15-03	3,769	534	0	0	0	0	0.0%
Assignment Pay	579-15-11	0		0	0	0	0	0.0%
FICA Tax	579-21-01	9,682	3,468	2,221	2,132	2,168	1,899	-12.4%
Medicare Tax	579-21-02	2,264	811	519	499	507	444	-12.4%
Retirement	579-22-00	14,621	7,898	4,001	1,886	6,656	6,401	-3.8%
Health Insurance	579-23-01	16,455	7,855	4,945	5,316	5,422	5,905	8.9%
Disability Insurance	579-23-02	654	309	545	637	212	148	-30.2%
Life Insurance	579-23-04	558	285	495	509	112	93	-17.0%
Workers Compensation	579-24	373	414	147	128	160	160	0.3%
Unemployment	579-25	0		0				
People Costs		203,583	72,994	47,397	46,835	50,201	45,675	-9.0%
Other Contractual	579-34	850	0	0	0			
Travel/Per Diem	579-40	179	20	0	0			
Communications	579-41	4,800	1,585	1,648	44	1,000	500	-50.0%
Electricity	579-43-01	0		0	1,737			
Water/Sewer	579-43-02			0				
Rental & Leases	579-44	777	0	0	0	500	0	-100.0%
General Liability	579-45-01	297	320	221	270	300	300	-0.1%
Property	579-45-03	334	183	133	186	248	248	0.0%
Other	579-45-04			0				
Repairs & Maintenance	579-46	713	368	0				
Printing & Binding	579-47	551	316	78	267	950	500	-47.4%
Promotional	579-48	11,245	13,892	23,943	5,427	9,000	10,000	11.1%
Other Current Charges	579-49				-10			
Office Supplies	579-51	1,137	647	614	442	500	500	0.0%
Operating Supplies	579-52	801	16	0	0	500	500	0.0%
Bks/Pubs/Subs	579-54	402	190	190	175	250	250	0.0%
Training & Education	579-55							
Transfer to Capital	581	0		0				
Operational Costs		22,086	17,537	26,827	8,538	13,248	12,798	-3.4%
Buildings	579-62							
Machinery & Equipment	579-64			0				
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		225,669	90,531	74,224	55,373	63,450	58,473	-7.8%



LEISURE SERVICES

RECREATION

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Leisure Services - Recreation

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Recreation Services Supervisor	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00
Recreation Leaders (P/T)	4.00	4.00	4.00	4.00
Summer Recreation Leaders (P/T)	1.75	1.75	1.75	1.75
Junior Counselors	1.25	1.25	1.25	1.25
Staff Assistant II	1.00	1.00	1.00	1.00
Preschool Teacher (P/T)	0.50	0.50	0.50	1.00
Summer Teens (P/T-6 weeks)	-	-	-	-
Total:	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>	<u>11.00</u>

Budget Highlights

- Increase Tot-time instructor to full time position
- Increase in adult programs/activities.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Leisure Services - Recreation

MISSION

As a division of the Leisure Services Department, the Recreation Division provides a wide range of safe, enjoyable and positive recreation/leisure activities and opportunities to residents and visitors of all ages. This division also provides a licensed after-school program, summer recreation and holiday out of school camp for children ages 5-14, tot-time, teen recreation program, teen council, teen night activities and summer employment for Gulfport teens. The Division offers additional recreational activities through the use of contractual instructors.

PROGRAMS

- Continue pre-school activities as a five-day program.
- Continue to provide opportunities for children at City sponsored special events.
- Promote and further develop the Teen Council.
- Increase programming for and utilization of satellite facilities through the use of contractual instructors.
- Expand and increase exposure of the Teen Council to the governmental process.
- Continue efforts to hire, train and retain highly qualified and motivated staff for Recreation positions. Encourage staff participation in local, regional and statewide conferences, workshops and other continuing education and staff development opportunities.
- Expand the number of offerings by contract instructors for adults.

PERSONNEL

SALARIES AND WAGES

572-12	Includes Recreation Services Supervisor, Recreation Coordinator, part time Recreation Leaders, Junior Counselors, Staff Assistant II and Pre-School Teacher.	261,718
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OTHER WAGES

572-14	Overtime	4,500
572-15	Car Allowance	300

FICA & MEDICARE

572-21-01	FICA	15,552
572-21-02	Medicare	3,795

RETIREMENT

572-22	Retirement	33,357
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

572-23-01	Health Insurance	23,621
572-23-02	Disability	770
572-23-04	Life Insurance	483

WORKERS' COMPENSATION

572-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	9,367
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OPERATING COSTS

OTHER CONTRACTUAL

572-34	Includes security system, janitorial, summer instructors, and other services acquired by independent contractors or corporations.	25,000
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TRAVEL AND PER DIEM

572-40	Includes costs for employee travel expenses, mileage reimbursements, and Teen Council conferences.	2,800
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COMMUNICATION

572-41	Phone service, cable and postage	3,986
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UTILITIES

572-43-01	Electricity	26,746
572-43-02	Water & sewer	9,306

RENTALS AND LEASES

572-44	Includes cost for annual copier lease agreement	3,000
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INSURANCE

572-45-01	General Liability	7,371
572-45-02	Automobile	0
572-45-03	Property	20,000
572-45-04	Other – Flood & Windstorm	15,400

REPAIRS AND MAINTENANCE

572-46	Includes costs for the repairs and maintenance of equipment and vehicle.	8,086
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PRINTING AND BINDING

527-47	Includes costs for printing and binding of materials that are purchased from outside vendors.	190
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PROMOTIONAL ACTIVITIES

572-48	Includes costs for supplies, materials, advertising and other resources acquired for all special events.	5,700
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OFFICE SUPPLIES

572-51	Includes costs for materials and supplies such as paper, writing utensils, stationary, etc.	2,375
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OPERATING SUPPLIES

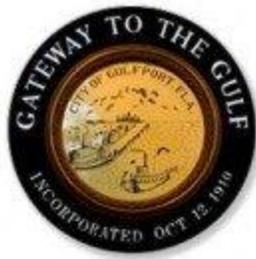
572-52	Includes costs for all types of supplies necessary to operate the facility. This includes sports equipment, arts & crafts, toys and food for recreation programs such as Tot Time, After School, Summer and Teen Night. Also includes janitorial supplies, miscellaneous signs and film development.	25,000
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MEMBERSHIPS

572-54	Includes costs for child care trainings, staff fingerprints and background checks. Also includes Teen Council conference registrations.	2,520
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CITY OF GULFPORT
FY 2014 Budget
Leisure Services-Recreation
001-4142-572

ACCOUNT	Div Acct. # 4142-572	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	572-12-01	97,700	108,843	105,843	106,174	120,386	261,718	117.4%
Vacation Leave	572-12-02	8,491	6,710	8,919	8,923			
Sick Leave	572-12-03	14,621	4,225	2,506	2,962			
Other Salaries	572-13	140,972	136,797	135,333	120,348	118,000	0	-100.0%
Overtime	572-14	4,626	5,486	4,703	4,737	4,500	4,500	0.0%
Car Allowance	572-15-03	301	301	301	302	300	300	0.0%
FICA Tax	572-21-01	16,108	15,845	16,176	14,840	15,078	15,552	3.1%
Medicare Tax	572-21-02	3,767	3,706	3,783	3,471	3,526	3,795	7.6%
Retirement	572-22-00	3,797	16,613	13,712	6,482	22,890	33,357	45.7%
Health Insurance	572-23-01	16,786	17,807	16,836	15,949	16,267	23,621	45.2%
Disability Insurance	572-23-02	806	749	763	890	736	770	4.6%
Life Insurance	572-23-04	495	467	472	474	389	483	24.2%
Workers Compensation	572-24	8,410	9,340	5,887	8,228	9,367	9,367	0.0%
Unemployment	572-25	0		0	5,583			
People Costs		316,880	326,889	315,234	299,363	311,439	353,463	13.5%
Professional & Contractual	572-31	0		0				
Other Contractual	572-34	29,260	25,608	25,456	29,452	25,000	25,000	0.0%
Travel/Per Diem	572-40	2,316	2,111	337	1,759	2,800	2,800	0.0%
Communications	572-41	7,665	6,823	6,678	11,368	9,386	3,986	-57.5%
Electricity	572-43-01	21,924	24,819	24,214	20,709	26,746	26,746	0.0%
Water/Sewer	572-43-02	8,374	7,881	7,912	9,258	9,306	9,306	0.0%
Rental & leases	572-44	2,789	2,789	2,527	2,674	3,000	3,000	0.0%
General Liability	572-45-01	7,693	6,748	4,681	5,700	7,371	7,371	0.0%
Auto Ins	572-45-02	406	361	243	301	0	0	0.0%
Property Ins	572-45-03	29,625	16,778	12,249	17,093	18,918	20,000	5.7%
Other	572-45-04	12,820	13,160	14,080	14,131	364	500	37.4%
Repairs & Maintenance	572-46	5,995	11,428	5,177	2,183	7,930	8,086	2.0%
Printing & Binding	572-47	0	11	8	0	190	190	0.0%
Promotional	572-48	3,840	7,200	5,955	5,903	5,700	5,700	0.0%
Office Supplies	572-51	2,484	1,574	2,653	1,733	2,375	2,375	0.0%
Operating Supplies	572-52	29,607	26,759	27,143	22,230	25,000	25,000	0.0%
Bks/Pubs/Subs	572-54	2,184	1,819	1,441	2,150	520	520	0.0%
Training & Education	572-55					2,000	2,000	0.0%
Transfer to Capital	581	0		0				
Operational Costs		166,982	155,869	140,754	146,645	146,606	142,580	-2.7%
Improvements	572-63			0				
Machinery & Equipment	572-64			0				
Capital Outlay		0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		483,862	482,758	455,988	446,008	458,045	496,043	8.3%



LEISURE SERVICES

PARKS

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Leisure Services - Parks

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Parks Supervisor	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Maintenance Workers I	2.00	2.00	2.00	2.00
Maintenance Workers II	2.00	2.00	2.00	2.00
Maintenance Workers III	1.00	-	-	-
Landscape Technician	1.00	-	-	-
Total:	<u>8.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Leisure Services - Parks

MISSION

The Parks Division improves and maintains the quality of life within the community by promoting best management practices in environmental landscaping and in ornamental and turf maintenance. The division continues to create safe and aesthetically pleasing recreational facilities for all to enjoy. The Parks Division is under the direction of the Parks and Recreation Supervisor. The Parks Supervisor coordinates day to day activities with the Crew Chief to efficiently manage the division's duties. The division is made up of qualified staff with years of experience in landscaping, irrigation, ball field maintenance, and turf management.

PROGRAMS

The Parks Division is responsible for the care and maintenance of approximately 40 acres which include parks, beach areas, bike trails, walking trails, right-of-ways, medians and all other city owned properties. The division also maintains the following facilities:

- Four volleyball courts
- Four athletic fields
- Five restroom facilities
- Seven playgrounds
- Two basketball courts
- One skatepark
- One bocce court
- Eleven shelters
- Two tennis courts
- Approximately 25 irrigation systems located throughout the City.

The Division is also responsible for Special Events such as Arbor Day, 4th of July, Flag Day, Birthday Bash, and Holiday Tree Lighting. The Division also assists in co-sponsored events all year long.

PERSONNEL

SALARIES AND WAGES

572-12	Includes Parks Supervisor, Crew Leader, Maintenance Worker I's, (2) Maintenance Worker II's (2)	236,807
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OTHER WAGES

572-14	Overtime	5,780
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FICA & MEDICARE

572-21-01	FICA	14,682
572-21-02	Medicare	3,434

RETIREMENT

572-22	Retirement	49,493
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

572-23-01	Health Insurance	39,824
572-23-02	Disability	1,422
572-23-04	Life Insurance	716

WORKERS' COMPENSATION

572-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	12,008
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OPERATING COSTS

OTHER CONTRACTUAL

572-34	Includes costs associated with tree service, lake maintenance, fountain and pump service, concrete work, field and court lighting replacement, playground and skate park repairs, fence and netting repairs, park turf spraying and flea control at dog parks and mowing contracts.	94,379
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TRAVEL AND PER DIEM

572-40	Includes costs associated with tree maintenance, turf disease control and irrigation seminars.	760
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COMMUNICATION

572-41	Phone service, cable and postage	1056
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UTILITIES

572-43-01	Electricity	28,749
572-43-02	Water & sewer	10,000
572-43-03	Other	2,474

RENTALS AND LEASES

572-44	Includes costs associated with Holiday light displays in the park, pole mount displays along the streets, and staging and sound for events.	29,980
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INSURANCE

572-45-01	General Liability	3,476
572-45-02	Automobile	3,002
572-45-03	Property	22,881

REPAIRS AND MAINTENANCE

572-46	Includes costs associated with all Park shelters and Park amenities repairs. This also includes vehicle maintenance and all turf equipment maintenance and repair parts.	82,924 152
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PRINTING AND BINDING

572-47	Includes costs associated with No Parking signs, plans and prints.	285
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PROMOTIONAL ACTIVITIES

572-48	This includes costs associated with City Events such as Birthday Bash, 4 th of July, etc. which require barricades, restrooms, golf carts, tents and banners.	15,766
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OFFICE SUPPLIES

572-51	Includes cost for paper, facsimile and printer cartridges and writing utensils.	285
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OPERATING SUPPLIES

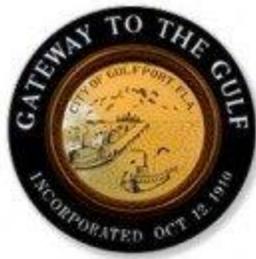
572-52	Includes cost associated with janitorial supplies, locks and keys, flag replacement, uniforms, and trash liners.	16,150
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MEMBERSHIPS

572-54	Includes costs associated with manuals for disease and insect control for turf and trees.	285
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CITY OF GULFPORT
FY 2014 Budget
Leisure Services-Parks
001-4145-572

ACCOUNT	Div Acct. # 4145-572	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	572-12-01	278,956	253,084	255,271	202,147	232,163	236,807	2.0%
Vacation Leave	572-12-02	22,779	17,981	16,030	16,213			
Sick Leave	572-12-03	18,551	11,574	12,662	11,700			
Other Salaries	572-13			0				
Overtime	572-14	11,147	15,668	15,774	12,024	9,000	5,780	-35.8%
Miscellaneous	572-15-12	0	0	0	0			
FICA Tax	572-21-01	20,051	18,116	19,302	14,131	14,952	14,682	-1.8%
Medicare Tax	572-21-02	4,689	4,237	4,514	3,305	3,497	3,434	-1.8%
Retirement	572-22-00	10,640	43,518	36,406	21,147	44,575	49,493	11.0%
Health Insurance	572-23-01	47,388	49,276	43,564	42,543	36,598	39,824	8.8%
Disability Insurance	572-23-02	1,645	1,428	1,492	1,578	1,422	1,142	-19.7%
Life Insurance	572-23-04	1,002	855	886	837	752	716	-4.8%
Workers Compensation	572-24	10,780	11,975	7,547	10,548	12,008	12,008	0.0%
Unemployment	572-25	0		0				
People Costs		427,628	427,712	413,447	336,172	354,967	363,886	2.5%
Other Contractual	572-34	38,238	65,946	54,788	58,186	94,379	94,379	0.0%
Travel/Per Diem	572-40	0	56	0	0	760	760	0.0%
Communications	572-41	966	715	765	762	900	1,056	17.3%
Electricity	572-43-01	25,814	25,698	24,929	23,607	28,749	28,749	0.0%
Water/Sewer	572-43-02	11,581	9,095	10,087	12,014	10,000	10,000	0.0%
Other	572-43-03	2,671	2,801	2,796	2,941	2,474	2,474	0.0%
Rental & leases	572-44	24,623	25,522	25,972	25,732	29,980	29,980	0.0%
General Liability	572-45-01	3,759	4,065	2,815	3,433	3,824	3,476	-9.1%
Auto Ins	572-45-02	3,291	3,551	2,483	3,028	0	3,002	0.0%
Property	572-45-03	33,804	18,440	13,462	18,787	20,792	22,881	10.0%
Repairs & Maintenance	572-46	49,328	57,593	62,929	60,401	67,152	82,924	23.5%
Printing & Binding	572-47	0	0	0	212	285	285	0.0%
Promotional	572-48	2,085	4,147	1,798	1,446	15,766	15,766	0.0%
Other Charges	572-49	0	0	0	0			
Office Supplies	572-51	0	178	82	165	285	285	0.0%
Operating Supplies	572-52	14,105	17,735	17,905	12,626	16,150	16,150	0.0%
Tree Bank	572-52-01	675	0	80	0	0	0	0.0%
Bks/Pubs/Subs	572-54	65	125	138	229	285	285	0.0%
Training & Education	572-55							
Transfer to Capital	581	0		0				
Operational Costs		211,005	235,667	221,030	223,568	291,781	312,452	7.1%
Buildings	572-62			0				
Improvements	572-63	0		0		25,000	0	-100.0%
Machinery & Equipment	572-64	1,135	19,570	2,197		19,500	0	-100.0%
Capital Outlay		1,135	19,570	2,197	0	44,500	0	-100.0%
DEPARTMENT TOTAL		639,768	682,949	636,674	559,740	691,248	676,338	-2.2%



LEISURE SERVICES

SENIOR CENTER

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Leisure Services - Senior Center

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 BUDGET</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Social Services Supervisor	0.80	0.80	0.80	1.00
Senior Services Coordinator	1.00	1.00	1.00	1.00
Senior Center Assistant (2-P/T)	1.00	1.00	1.00	1.00
Total:	<u>2.80</u>	<u>2.80</u>	<u>2.80</u>	<u>3.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Leisure Services - Senior Center

MISSION

The Gulfport Multipurpose Senior Center actively seeks to support the independence and increased quality of life of its participants by encouraging involvement in programs and activities that promote their health, welfare, safety and dignity.

PROGRAMS

The Gulfport Senior Center provides social, recreational, education, nutritional and health related activities for seniors 50 and over. It also provides a state-of-the art Fitness Center with 11 pieces of exercise equipment and a Health Station that provides a variety of health screenings. Activities such as Congregate Dining, Exercise Programs, Diabetic Education Classes, Wii Bowling, Holiday Dinner Parties, and numerous other recreational, educational, social and nutritional programs are offered throughout the year. The Senior Center also provides computers with internet service and a snack-bar.

The Gulfport Senior Center offers a balanced program of information and social services that meet the needs of its participants.

INSTRUCTORS: The Senior Center has over 150 volunteers. All Fitness Center volunteers are certified to show participants how to use the exercise equipment. Instructors either have certification or experience in teaching classes such as Tai Chi, Yoga, Chair Yoga, Stretching, Art, Language, etc.

SPECIAL EVENTS: All Senior Center events are now funded by the Senior Center Foundation on a monthly basis. Health Expo, Senior Follies, A Night in Italy, Thanksgiving Dinner Party, the Health Fair and the Entertainment Fair are just some of the special events offered throughout the year.

SENIOR CENTER FOUNDATION MISSION

The Gulfport Multipurpose Senior Center Foundation, Inc. is a registered 501 (c) (3) nonprofit organization that exists to raise and distribute funds that support and enhance health, educational, social and recreational programs and services at the Gulfport Multipurpose Senior Center.

PERSONNEL

SALARIES AND WAGES

569-12 Includes Social Service Supervisor, Senior Services Coordinator and two part-time Senior Center Assistants. **94,237**

OTHER WAGES

569-14 Overtime **1595**
569-15 Car Allowance **240**

FICA & MEDICARE

569-21-01 FICA **5,843**
569-21-02 Medicare **1,366**

RETIREMENT

569-22 Retirement **14,811**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

569-23-01 Health Insurance **10,629**
569-23-02 Disability **342**
569-23-04 Life Insurance **214**

WORKERS' COMPENSATION

569-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **299**

OPERATING COSTS

OTHER CONTRACTURAL

569-34 Includes security system, pest control, and other services acquired by independent contractors or corporations. Includes security system, fire alarm system, pest control, and other services acquired by independent contractors or corporations. **3,700**

TRAVEL AND TRAINING

569-40 Includes costs for employee travel expenses, mileage reimbursements for conferences on aging **903**

COMMUNICATION

569-41	Phone service, cable and postage	7,245
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UTILITIES

569-43-01	Electricity	10,979
569-43-02	Water & sewer	8,776

RENTALS AND LEASES

569-44	Includes costs for annual lease agreement of copier.	2,000
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INSURANCE

569-45-01	General Liability	656
569-45-03	Property	4,165

REPAIRS AND MAINTENANCE

569-46	Includes costs for the repairs and maintenance of appliances/computer repair & grease trap service and A/C repairs not covered by contract.	3,000
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PRINTING AND BINDING

569-47	Includes costs for printing informational materials, brochures and flyers.	475
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PROMOTIONAL ACTIVITIES

569-48	Includes costs for special events including supplies, dinners, entertainment and one-day field trips. Also includes Community Outreach and Marketing. (Offset by ticket sales and sponsor contributions).	5,000
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OFFICE SUPPLIES

569-51	Includes costs for materials and supplies such as paper, writing utensils, stationary, etc.	2,000
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OPERATING SUPPLIES

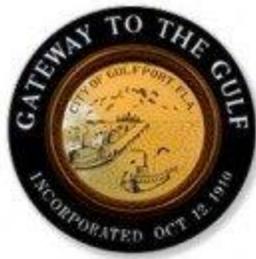
569-52	Includes costs for all types of janitorial/custodial supplies necessary to operate the facility including the Theater.	5,000
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MEMBERSHIPS

569-54	Includes annual membership fee to Florida Association of Senior Center.	2,446
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CITY OF GULFPORT
FY 2014 Budget
Leisure Services-Multipurpose Center
001-4161-569

ACCOUNT	Div Acct. # 4161-569	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 CM Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	569-12-01	77,324	86,677	85,169	77,593	90,076	94,237	4.6%
Vacation Leave	569-12-02	1,616	1,563	3,423	11,133			
Sick Leave	569-12-03	340	266	659	4,450			
Other Salaries	569-13	17,191	16,969	15,503	18,068	18,000	0	-100.0%
Overtime	569-14	2	0	92	41	0	1,595	0.0%
Car Allowance	569-15-03	301	301	301	306	240	240	0.0%
Miscellaneous	569-15-12	0	0	0	0			
FICA Tax	569-21-01	5,996	6,342	6,692	6,402	6,716	5,843	-13.0%
Medicare Tax	569-21-02	1,403	1,483	1,565	1,497	1,571	1,366	-13.0%
Retirement	569-22-00	2,893	12,457	10,051	4,081	17,295	14,811	-14.4%
Health Insurance	569-23-01	5,821	6,175	6,696	6,911	6,682	10,629	59.1%
Disability Insurance	569-23-02	372	382	385	448	555	342	-38.4%
Life Insurance	569-23-04	186	187	189	190	294	214	-27.2%
Workers Compensation	569-24	245	271	171	240	299	299	-0.1%
Unemployment	569-25	0		0				
People Costs		113,690	133,073	130,897	131,360	141,728	129,577	-8.6%
Professional & Contractual	569-31	0	0	0	80			
Other Contractual	569-34	2,211	4,158	4,195	5,928	3,700	3,700	0.0%
Travel/Per Diem	569-40	0	77	50	0	903	903	0.0%
Communications	569-41	8,109	7,516	7,716	8,161	7,245	7,245	0.0%
Electricity	569-43-01	10,755	12,006	11,714	11,866	10,979	10,979	0.0%
Water/Sewer	569-43-02	6,700	7,148	7,422	8,017	8,776	8,776	0.0%
Rental & Leases	569-44	2,932	1,886	1,959	1,944	2,000	2,000	0.0%
General Liability	569-45-01	643	696	483	587	656	656	0.1%
Property	569-45-03	5,594	3,052	2,227	3,111	4,165	4,165	0.0%
Repairs & Maintenance	569-46	1,479	603	3,029	1,755	3,000	3,000	0.0%
Printing & Binding	569-47	21	0	19	0	475	475	0.0%
Promotional	569-48	6,013	4,817	710	1,453	500	5,000	900.0%
Office Supplies	569-51	2,542	2,461	2,132	2,089	1,000	2,000	100.0%
Operating Supplies	569-52	6,587	4,901	5,658	4,978	5,000	5,000	0.0%
Operating Sup-Congregate Dining	569-52-01	0		0				
Meal on Wheels	569-52-02	0		0				
Bks/Pubs/Subs	569-54	1,610	556	687	260	2,446	2,446	0.0%
Training & Education	569-55							
Transfer to Capital	581	0						
Operational Costs		55,196	49,877	48,003	50,229	50,845	56,345	10.8%
Imp.O/T Bldg	569-63	0		0				
Machinery & Equipment	569-64			0		0	4,200	0.0%
Bks/Public Library	569-66	0	0	0	0			
Capital Outlay		0	0	0	0	0	4,200	0.0%
DEPARTMENT TOTAL		168,886	182,950	178,899	181,589	192,573	190,122	-1.3%



LEISURE SERVICES

GEMS

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Leisure Services - GEMS

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Social Services Supervisor	0.20	0.20	0.20	0.00
Mini-Bus Operator (8 P/T)	3.50	3.50	3.50	3.50
GEMS Coordinator	<u>0</u>	<u>0</u>	<u>0</u>	<u>.50</u>
Total:	<u>3.70</u>	<u>3.70</u>	<u>3.70</u>	<u>4.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.
- Addition of part-time GEMS coordinator to allow Center staff to focus on multipurpose center programing.

CITY OF GULFPORT
Fiscal Year 2014
Leisure Services - GEMS

MISSION

The Gulfport Mobile Service for Seniors (GEMS) seeks to support the independence and increased quality of life of its participants by providing door-to-door transportation for seniors residents 55 and over as well as disabled residents unable to use conventional modes of transportation.

PROGRAMS

GEMS provides door-to-door transportation for medical appointments, grocery shopping, social or recreational activities, and any other need within the area that GEMS serves. Annual membership is \$65 per year and rides are \$2.00 per one way trip. All rides to the Gulfport Senior Center are free.

PERSONNEL

SALARIES AND WAGES

549-12-01	Mini Bus Operators.	125,348
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FICA & MEDICARE

549-21-01	FICA	7,772
549-21-02	Medicare	1,818

RETIREMENT

549-22-00	Retirement	1,888
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

549-23-01	Health Insurance	1,184
549-23-02	Disability	44
549-23-04	Life Insurance	27

WORKERS' COMPENSATION

549-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	3,957
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OPERATING COSTS

COMMUNICATION

549-41 Phone service **660**

INSURANCE

549-45-01 General Liability **851**
549-45-02 Automobile **13,841**
549-45-03 Property **3,803**

REPAIRS AND MAINTENANCE

549-46 Includes fuel, service and repairs and radios for vehicles **12,963**

PRINTING AND BINDING

549-47 Includes printing of registration and informational materials. **150**

OFFICE SUPPLIES

549-51 Includes paper and stationary supplies **350**

OPERATING SUPPLIES

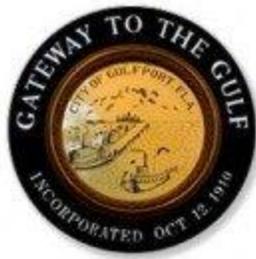
549-52 Includes cost of uniforms and vehicle detailing. Includes Level 2 Background Checks and Physicals (every 2 years) for CDL carriers. **475**

MEMBERSHIPS

549-54 GEMS/Trolley driving training/materials **340**

CITY OF GULFPORT
FY 2014 Budget
GEMS
001-5123-549

ACCOUNT	Div	FY09	FY10	FY11	FY12	FY13	FY14	% Change
	Acct. #	Actual	Actual	Actual	Adopted	Adopted	Adopted	FY13 adopt
	5123-549	Expend	Expend	Expend	Budget	Budget	Budget	To FY14
Salaries & Wages	549-12-01	10,832	10,968	10,723	11,088	11,310	125,348	1008.3%
Vacation Leave	549-12-02	1,707	935	1,772				
Sick Leave	549-12-03	21		43				
Other Salaries	549-13	80,110	75,885	73,404	83,513	76,513	0	-100.0%
Overtime	549-13	217	62	196				
FICA Tax	549-21-01	5,681	5,405	5,535	5,865	5,445	7,772	42.7%
Medicare Tax	549-21-02	1,328	1,264	1,294	1,372	1,273	1,818	42.8%
Retirement	549-22-00	809	1,719	1,268	559	2,171	1,888	-13.0%
Health Insurance	549-23-01	1,455	1,544	1,056	1,063	1,063	1,184	11.4%
Disability Insurance	549-23-02	61	56	56	62	70	44	-37.1%
Life Insurance	549-23-04	37	35	35	33	37	27	-27.0%
Workers Compensation	549-24	3,236	3,594	2,266	3,597	3,957	3,957	0.0%
Unemployment	549-25	0	73	234				
People Costs		105,494	101,540	97,881	107,152	101,839	142,038	39.5%
Communications	549-41	466	158	1	660	660	660	0.0%
General Liability	549-45-01	919	996	689	851	936	851	-9.1%
Auto Ins	549-45-02	15,175	16,372	11,448	13,841	0	13,841	0.0%
Property	549-45-03	5,617	3,067	2,237	3,803	4,184	3,803	-9.1%
Repairs & Maintenance	549-46	20,865	17,088	39,198	30,684	25,856	12,963	-49.9%
Printing & Binding	549-47	35	0	0	150	150	150	0.0%
Office Supplies	549-51	52	671	364	350	350	350	0.0%
Operating Supplies	549-52	502	190	3,172	475	475	475	0.0%
Bks/Pubs/Subs	549-54	332	150	0	340	340	340	0.0%
Training & Education	549-55							
Transfer to Capital	581			0				
Operational Costs		43,963	38,692	57,110	51,154	32,951	33,433	1.5%
Imp O/T Bldg	549-63			0				
Machinery & Equipment	549-64			1,904	70,487			
Capital Outlay		0	0	1,904	70,487	0	0	0.0%
DEPARTMENT TOTAL		149,457	140,232	156,895	228,793	134,790	175,471	30.2%



LEISURE SERVICES

CASINO

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Leisure Services - Casino

PERSONNEL:	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>
Position:				
Event Operations Manager	1.00	1.00	1.00	1.00
Concession Staff (P/T)	1.50	1.50	1.50	1.75
Event Leader (P/T)	2.50	2.50	2.50	2.75
Maintenance Worker I	0.50	0.50	0.50	-
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

Budget Highlights

- Increase in number of part-time hours to reflect desire to be open on Friday during the day
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Leisure Services - Casino

MISSION

As a division of the Leisure Services Department, the Cultural Facilities Division encompasses the Gulfport Casino Ballroom, Catherine A. Hickman Theater, 49th Street Neighborhood Center and Scout Hall.

The Historic Gulfport Casino Ballroom built in 1934 and completely renovated in 2001, is a 10,000 square foot facility overlooking the Boca Ciega Bay with a waterfront view on three sides. It boasts an original 5,000 square foot white Canadian maple ballroom dance floor known to be one of the best in the area. It is a versatile venue offering not only dancing, but for weddings, receptions, parties, fundraisers, trade shows, corporate events, banquets, dance competitions and concerts.

The Casino offers a band shell, full-service bar, free parking and catering kitchen, allowing users to bring in the caterer of their choice.

Outdoors is the deck and patio right on the beach, suitable for cocktail parties and beach weddings. Patrons may also use the pier to arrive by boat.

PROGRAMS

The Casino Ballroom offers a variety of styles of dancing and lessons which are open to the public Sunday through Thursday to promote healthy activities for adults of all ages as well as children. This allows them to get exercise and socialize even if they don't have a partner.

Dance Lessons and Dances:

Sunday - Ballroom dancing

Monday - USA Ballroom dancing

Tuesday - Ballroom dance and Argentine Tango lessons

Wednesday - Swing dancing

Thursday - Salsa dancing

Friday & Saturday - Private rentals for weddings, receptions, parties, fundraisers, and other approved events.

PERSONNEL

SALARIES AND WAGES

575-12 Includes Event Operations manager, Concession Staff, Event Leaders. **95,376**

OTHER WAGES

575-15 Car Allowance **150**

FICA & MEDICARE

575-21-01 FICA **5,914**

575-21-02 Medicare **1,383**

RETIREMENT

575-22 Retirement **5,309**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

575-23-01 Health Insurance **2,952**

575-23-02 Disability Insurance **123**

575-23-04 Life Insurance **77**

WORKERS' COMPENSATION

575-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **2,416**

OPERATING COSTS

OTHER CONTRACTUAL

575-34 Janitorial services, annual pest control, security system, fire protection, gas inspection, carpet cleaning, technical services, piano tuning, entertainment, bands, dance instruction, talent, grease trap & window cleaning **79,667**

COMMUNICATION

575-41 Credit card and fax machine phone lines. Postage, Internet **6,484**

UTILITIES

575-43-01	Electricity	42,707
575-43-02	Water & sewer	3,425

RENTALS & LEASES

575-44	Special rental needs and additional equipment	2,030
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INSURANCE

575-45-01	General Liability	1,386
575-45-02	Automobile	0
575-45-03	Property	8,814
575-45-04	Other – Flood & Windstorm	14,080

REPAIRS AND MAINTENANCE

575-46	Air conditioning, ice machine, replacement microphones, interior/exterior painting, carpet replacement, window treatments & tinting, sound system rewiring, exterior permanent lighting, and exterior wiring to bring up to code.	7,500
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PRINTING AND BINDING

575-47	Flyers, brochures and informational material	570
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PROMOTIONAL

575-48	Marketing in trade shows & magazines, supplies for special events, advertising in the Gulfport Gabber, St Pete Times, Verizon Yellow Pages, etc.	12,350
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OFFICE SUPPLIES

575-51	Paper, business forms, pens & pencils, notebooks, tape and general supplies	950
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OPERATING SUPPLIES

575-52	Janitorial supplies, uniforms, lighting & sound equipment, chair replacement, food warmer replacement, backstage supply cabinet, staff lockers, and planter dividers to hide table & chair storage	9,405
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INVENTORY FOR RESALE

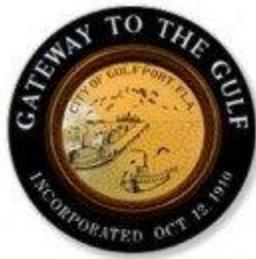
575-52-01	Alcohol, soda, water, snacks, paper goods and sundries supplies	32,000
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MEMBERSHIPS AND SUBSCRIPTIONS

575-54	Licenses for ASCAP, BMI, SESAC, Alcohol/Beverage, and Merchants Association.	1,995
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CITY OF GULFPORT
FY 2014 Budget
Casino
001-4143-575

ACCOUNT	Div Acct. # 4143-575	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Adopted Budget	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	575-12-01	23,444	17,902	17,663	19,335	19,569	95,376	387.4%
Vacation Leave	575-12-02	2,316	1,002	1,491				
Sick Leave	575-12-03	457	603	581				
OtherSalaries	575-13	58,992	62,870	61,945	43,405	50,000	0	-100.0%
Overtime	575-14	94		0		0	0	0.0%
Car Allowance	575-15-03	0	0	0	150	150	150	0.0%
FICA Tax	575-21-01	5,467	5,059	5,188	3,899	4,323	5,913	36.8%
Medicare Tax	575-21-02	1,279	1,183	1,213	912	1,011	1,383	36.8%
Retirement	575-22-00	2,230	3,222	2,174	968	3,786	5,309	40.2%
Health Insurance	575-23-01	4,211	4,467	2,473	2,657	2,711	2,953	8.9%
Disability Insurance	575-23-02	166	159	160		120	122	1.7%
Life Insurance	575-23-04	102	88	78		64	77	20.3%
Workers Compensation	575-24	1,976	2,193	1,383	2,196	2,416	2,416	0.0%
Unemployment	575-25	0		0				
People Costs		100,734	98,748	94,349	73,523	84,150	113,700	35.1%
Other Contractual	575-34	83,126	95,797	92,278	79,667	79,667	79,667	0.0%
Communications	575-41	6,601	6,796	6,841	6,484	6,484	6,484	0.0%
Electricity	575-43-01	48,302	48,241	52,599	42,707	42,707	42,707	0.0%
Water/Sewer	575-43-02	3,315	3,169	4,525	3,425	3,425	3,425	0.0%
Rental & leases	575-44	1,166	1,782	162	2,030	2,030	2,030	0.0%
General Liability	575-45-01	1,499	1,621	1,123	1,386	1,525	1,386	-9.1%
Property	575-45-03	11,817	7,103	5,187	8,814	9,694	8,814	-9.1%
Other Ins	575-45-04	11,972	12,097	12,480	12,800	333	333	0.0%
Repairs & Maintenance	575-46	2,891	3,251	3,769	7,500	7,500	7,500	0.0%
Printing & Binding	575-47	567	1,350	569	570	570	570	0.0%
Promotional	575-48	17,135	15,822	9,814	12,350	12,350	12,350	0.0%
Other Chgs	575-49	0		0				
Admn Chg	575-49-02	0		0				
Office Supplies	575-51	1,070	1,014	1,101	950	950	950	0.0%
Operating Supplies	575-52	11,689	7,089	8,641	9,405	9,405	9,405	0.0%
Inventory	575-52-01	29,005	27,831	29,085	32,000	32,000	32,000	0.0%
Bks/Pubs/Subs	575-54	1,677	1,062	1,239	1,995	1,995	1,995	0.0%
Depreciation	575-59			0				
Transfer to WRD	581	0	100,000	0				
Operational Costs		231,832	334,025	229,414	222,083	210,635	209,616	-0.5%
Buildings	575-62		0	0	0	0		
Imp O/T Bldgs	575-63	0		0		19,145	12,000	-37.3%
Machinery & Equipment	575-64			1,670		3,000	12,000	300.0%
Capital Outlay		0	0	1,670	0	22,145	24,000	8.4%
DEPARTMENT TOTAL		332,566	432,773	325,433	295,606	316,930	347,316	9.6%



LEISURE SERVICES

THEATER

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Leisure Services - Theater

	<u>FY 2011</u> <u>ACTUAL</u>	<u>FY 2012</u> <u>ACTUAL</u>	<u>FY 2013</u> <u>ACTUAL</u>	<u>FY 2014</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Event Operations Manager	1.00	1.00	1.00	1.00
Concession Staff (P/T)	1.50	1.50	1.50	1.50
Event Leader (P/T)	2.50	2.50	2.50	2.50
Maintenance Worker I	0.50	0.50	0.50	-
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.00</u>

Budget Highlights

- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.

CITY OF GULFPORT
Fiscal Year 2014
Leisure Services - Theater

MISSION

A division of the Leisure Services Department, the Cultural Facilities Division encompasses the Gulfport Casino Ballroom, Catherine A. Hickman Theater, the 49th Street Neighborhood Center and the newly-renovated Scout Hall.

The Catherine A. Hickman is a 173-seat theater possessing excellent acoustics, comfortable seating and state-of-the-art technology. It provides a venue for a variety of arts, cultural, community and corporate events. The modern and functional light-filled lobby features gallery space, an adjoining courtyard and a concession for refreshments, and ample free parking.

Annually, the theater hosts community theater productions, various performing artists, concerts, dance recitals and school productions while also being available for community events and organizations.

PROGRAMS

Live stage productions by local theater group Gulfport Community Players.

The theater is also available for private rentals, concerts, stage productions, recitals, seminars, training and presentations, talent shows and photo shoots.

PERSONNEL

SALARIES AND WAGES

575-12	Includes Event Operations manager, Concession Staff, Event Leaders.	95,376
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OTHER WAGES

575-15	Car Allowance	150
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FICA & MEDICARE

575-21-01	FICA	5,914
575-21-02	Medicare	1383

RETIREMENT

575-22	Retirement	5,309
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

575-23-01	Health Insurance	2,952
575-23-02	Disability Insurance	123
575-23-04	Life Insurance	77

WORKERS' COMPENSATION

575-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	1,980
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OPERATING COSTS

OTHER CONTRACTUAL

575-34	Annual pest control, security system, fire protection, carpet cleaning, technical services, window cleaning and piano tuning	1,800
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COMMUNICATIONS

575-41	Centranet and postage	880
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UTILITIES

575-43-01	Electricity	15,087
575-43-02	Water & sewer	2,101

INSURANCE

575-45-01	General Liability	1,385
575-45-03	Property	8,814

REPAIRS AND MAINTENANCE

575-46	Stage lighting/sound repairs, rewiring/replacement	2,000
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PROMOTIONAL ACTIVITIES

575-48	Increased number of productions, expanded paid advertising	9,785
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OPERATING SUPPLIES

575-72	Janitorial supplies, hardware & repair materials, black curtain replacement, chair plates for wheelchair-accessible seating	1,000
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INVENTORY FOR RESALE

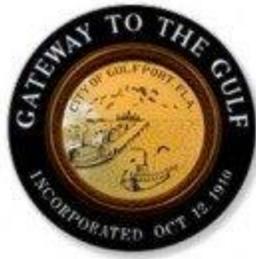
575-52-01	Alcohol, soda, water, snacks, paper goods and sundries supplies	2,700
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MEMBERSHIPS AND REGISTRATIONS

575-54	Licenses for ASCAP, BMI, SESAC, Alcohol/Beverage, health inspection, license for outdoor movies. May move this expense to Recreation Center account.	750
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CITY OF GULFPORT
FY 2014 Budget
Theater
001-4144-575

ACCOUNT	Div Acct. # 4143-575	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Adopted Budget	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	575-12-01	16,961	17,902	17,663	19,335	19,569	95,376	387.4%
Vacation Leave	575-12-02	1,844	815	1,313				
Sick Leave	575-12-03	236	603	581				
OtherSalaries	575-13	37,166	38,518	38,276	36,678	38,000	0	-100.0%
Overtime	575-14	0	0	0	0	0	0	0.0%
Car Allowance	575-15-03	0	0	0	150	150	150	0.0%
FICA Tax	575-21-01	3,453	3,540	3,660	3,482	3,579	5,914	65.3%
Medicare Tax	575-21-02	807	828	856	814	837	1,383	65.2%
Retirement	575-22-00	1,361	2,933	2,174	968	3,786	5,309	40.2%
Health Insurance	575-23-01	2,106	2,234	2,473	2,657	2,711	2,952	8.9%
Disability Insurance	575-23-02	101	96	97		120	123	2.5%
Life Insurance	575-23-04	62	49	39		64	77	20.3%
Workers Compensation	575-24	1,621	1,800	1,133	1,800	1,980	1,980	0.0%
Unemployment	575-25	0		0				
People Costs		65,718	69,318	68,265	65,885	70,796	113,264	60.0%
Other Contractual	575-34	1,630	615	722	1,800	1,800	1,800	0.0%
Communications	575-41	874	500	693	880	880	880	0.0%
Electricity	575-43-01	15,681	12,268	10,810	15,087	15,087	15,087	0.0%
Water/Sewer	575-43-02	1,675	1,787	1,856	2,101	2,101	2,101	0.0%
Rental & leases	575-44	0	0	0	0			
General Liability	575-45-01	1,499	1,621	1,123	1,386	1,525	1,386	-9.1%
Property	575-45-03	11,817	7,103	5,187	8,814	9,695	8,814	-9.1%
Repairs & Maintenance	575-46	1,905	1,523	1,475	2,000	2,000	2,000	0.0%
Printing & Binding	575-47	0	0	0	0			
Promotional	575-48	13,270	18,454	19,583	9,785	9,785	9,785	0.0%
Admn Chg	575-49-02	0		0				
Office Supplies	575-51	0		0				
Operating Supplies	575-52	1,008	1,013	133	1,000	1,000	1,000	0.0%
Inventory	575-52-01	2,021	3,116	2,640	2,700	2,700	2,700	0.0%
Bks/Pubs/Subs	575-54	502	1,986	798	750	750	750	0.0%
Training & Education	575-55							
Depreciation	575-59			0				
Transfer to Capital	581	0		0				
Operational Costs		51,882	49,986	45,019	46,303	47,323	46,303	-2.2%
Buildings	575-62		0	0	0			
Imp O/T Bldgs	575-63	0		0		0	12,000	0.0%
Machinery & Equipment	575-64	1,495		0				0.0%
Capital Outlay		1,495	0	0	0	0	12,000	0.0%
DEPARTMENT TOTAL		119,095	119,304	113,283	112,188	118,119	171,567	45.2%



LIBRARY

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Library

	<u>FY 2011</u> <u>BUDGET</u>	<u>FY 2012</u> <u>ACTUAL</u>	<u>FY 2013</u> <u>BUDGET</u>	<u>FY 2014</u> <u>Proposed</u>
Position:				
Director of Library and Technology	0.00	0.00	0.00	1.00
Library Administrator	1.00	1.00	1.00	0.00
Librarians	3.00	2.00	1.00	3.00
Librarian (P/T)	0.50	0.50	1.50	1.00
Library Assistants I (P/T)	2.50	3.25	3.25	3.25
Library Assistants II (P/T)	1.00	1.00	1.00	.50
Maintenance Worker I *	0.50	0.50	0.50	0.50
Library Pages (P/T)	0.50	0.50	0.50	0.50
Total:	<u>9.00</u>	<u>8.75</u>	<u>8.75</u>	<u>9.75</u>

Budget Highlights

- Reclassification of Administrators position to reflect tasks and market.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.
- Re-addition of fulltime Youth Librarian position; elimination of a vacant P/T Library Assistant and P/T Librarian position.
- Cost of Polaris Maintenance previously in PPLC budget no longer supported.

CITY OF GULFPORT
Fiscal Year 2014
Library

MISSION & GOALS

The Library's mission is to inform, enlighten and inspire, and thereby promote a more just, tolerant, free and peaceful society. Our primary goals are:

1. To contribute significantly to the cultural, educational and informational strengths of our community through convenient and free access to a wide variety of expertly-selected materials and resources;
2. To promote lifelong habits of reading, literacy, learning, citizenship, and appreciation of the world's cultural achievements;
3. To provide every person with the opportunity for enrichment, inspiration, knowledge, enjoyment and involvement; particularly by promoting citizen volunteerism at the Library and other Leisure Services facilities.

PROGRAMS

LIBRARY SERVICES-This program provides and supports access to books, magazines, newspapers, audio and video resources, etc. It also includes access to Florida Library Network In-State Inter-Library Loan. This program also provides and supports access to electronic and internet-based resources which include public internet computers, the library website, and materials afforded by the Pinellas County Library interlocal agreement, downloadable eBooks, electronic databases, informational blogs, community social networking, technology training, and 24/7 library services. In addition, this program provides expert professional research and technology assistance including traditional "in person" information assistance, literacy, and advice on access to the collection, as well as cutting-edge online internet services such as virtual reference.

COMMUNITY EDUCATION AND PROGRAM EVENT ACTIVITIES-This program provides and supports educational and instructional classes, leisure activities, workshops, and training including early childhood literacy, book discussions, health and well-being programs, local community service programs, technology training, teen and adult volunteer opportunities, etc.

COOPERATIVE ACTIVITIES & COMMUNITY PARTNERSHIPS-This program includes participation in the Pinellas County Library Cooperative, internally partnering with other governmental agencies and with external organizations

WORKFORCE DEVELOPMENT-This program includes employee performance evaluation, professional certification, continuing education, training and other workforce development initiatives aimed at increasing the capability of employees to participate effectively in the workforce throughout their entire career while simultaneously increasing the City's capacity to adopt high performance work practices.

PHYSICAL PLANT – This requires continuous review of library operations and facilities by staff in order to eliminate clutter, streamline workflow, determine equipment needs, and provide a safe, clean and attractive environment for patrons, staff and volunteers.

PERSONNEL

SALARIES AND WAGES

571-12	Includes the Library Administrator, 3 FT Librarians,	
571-13	1.50 PT Library Assistant II, 1.50 PT Library Assistant I, 1 PT Library Aide/Shelver.	338,944

OTHER WAGES

571-14	Overtime	0
571-15-03	Car Allowance	0

FICA & MEDICARE

571-21-01	FICA	21,205
571-21-02	Medicare	4,915

RETIREMENT

571-22	Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan.	36,861
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

571-23-01	Health Insurance	22,109
571-23-02	Disability	851
571-23-04	Life Insurance	534

WORKERS' COMPENSATION

571-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	1,134
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OPERATING COSTS

PROFESSIONAL & CONTRACTUAL

571-31	Professional consulting	0
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OTHER CONTRACTUAL

571-34	Covers the costs of pest control, window cleaning, security and fire alarm systems, interlibrary loan services, and other occasional contractual services. Fire alarm system upgrade in 2012. Added \$1692.00. Added \$385.00 for SonicWALL annual renewal charge for support service. Also covers additional library related software licenses and maintenance as well as Polaris Maintenance of 4164.	18,152
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TRAVEL AND PER DIEM

513-40	Account expenditures include mileage costs for staff attendance at professional meetings.	489
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COMMUNICATION

571-41	Phone service, cable and postage ** see note at end of narrative	15,715
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UTILITIES

571-43-01	Electricity	21,958
571-43-02	Water & sewer	2,101

EQUIPMENT RENTALS

571-44	Includes leasing of 2 printer/copiers used by staff and public	7,000
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INSURANCE

571-45-01	General Liability	5,448
571-45-03	Property	20,570

REPAIRS AND MAINTENANCE

571-46	Miscellaneous equipment and building repairs	1,000
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PRINTING AND BINDING

571-47	Includes annual bindery charges for Gabber and other periodicals.	0
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PROMOTIONAL

571-48	Advertising & Programming	980
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OFFICE SUPPLIES

571-51	Office supplies and copy paper	4,750
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OPERATING SUPPLIES

571-52	Includes the cost of book and media processing, maintenance, computer and printing supplies.	6,650
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PROFESSIONAL PUBLICATIONS, MEMBERSHIPS

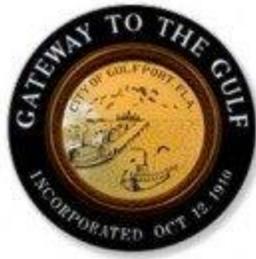
571-54	Funds to cover librarian memberships in American Library Association and/or Florida Library Association, plus miscellaneous workshops and seminars.	275
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CAPITAL OUTLAY

571-66	Funds to purchase books in various print and audio formats.	50,000
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CITY OF GULFPORT
FY 2014 Budget
Library
001-4120-571

ACCOUNT	Div Acct. # 4120-571	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	571-12-01	206,080	195,994	146,830	113,759	175,000	338,944	93.7%
Vacation Leave	571-12-02	20,318	26,581	18,540	5,179			
Sick Leave	571-12-03	5,813	22,341	6,017	1,403			
Other Salaries	571-13	109,717	112,083	115,782	115,508	119,854	0	-100.0%
Overtime	571-14	96	0	0	2			
Car Allowance	571-15-03	301	301	263	0	300	0	-100.0%
Miscellaneous	571-15-12		0	0	0			
FICA Tax	571-21-01	21,009	21,850	18,090	13,972	18,300	21,015	14.8%
Medicare Tax	571-21-02	4,913	5,110	4,231	3,268	4,280	4,915	14.8%
Retirement	571-22-00	7,617	34,416	16,502	-409	33,637	36,861	9.6%
Health Insurance	571-23-01	22,039	25,149	18,897	16,510	22,852	22,109	-3.3%
Disability Insurance	571-23-02	1,236	1,125	857	651	1,070	851	-20.5%
Life Insurance	571-23-04	666	624	463	422	566	534	-5.7%
Workers Compensation	571-24	928	1,031	650	908	1,134	1,134	0.0%
Unemployment	571-25	0		0				
People Costs		400,733	446,605	347,121	271,174	376,993	426,364	13.1%
Professional & Contractual	571-31	0	0	0	0	10,000	0	-100.0%
Other Contractual	571-34	7,505	7,550	11,229	14,551	9,152	18,152	98.3%
Travel/Per Diem	571-40	250	214	204	457	489	489	0.0%
Communications	571-41	8,670	6,693	14,476	11,527	15,715	15,715	0.0%
Electricity	571-43-01	23,538	24,026	21,936	19,600	21,958	21,958	0.0%
Water/Sewer	571-43-02	1,833	1,959	1,947	2,335	2,100	2,101	0.0%
Rental & Leases	571-44	8,146	10,844	12,946	15,025	11,000	7,000	-36.4%
General Liability	571-45-01	6,600	5,793	4,011	4,890	5,448	5,448	0.0%
Property	571-45-03	32,211	18,244	13,319	18,585	20,570	20,570	0.0%
Repairs & Maintenance	571-46	240	676	100	40	1,000	1,000	0.0%
Printing & Binding	571-47	0	0	0	0	190	0	-100.0%
Promotional	571-48	79	0	163	350	190	980	415.8%
Office Supplies	571-51	4,152	3,871	3,664	2,917	4,750	4,750	0.0%
Operating Supplies	571-52	6,404	5,342	4,223	4,009	6,650	6,650	0.0%
Bks/Pubs/Subs	571-54	615	1,805	325	295	475	275	-42.1%
Training & Education	571-55					0	50	0.0%
Transfer to Capital	581	0		0				
Operational Costs		100,243	87,017	88,543	94,580	109,687	105,138	-4.1%
Imp.O/T Bldg	571-63			0				
Machinery & Equipment	571-64			0	5,723			
Bks/Public Library	571-66	52,422	43,860	46,581	44,086	50,000	50,000	0.0%
Capital Outlay		52,422	43,860	46,581	49,809	50,000	50,000	0.0%
DEPARTMENT TOTAL		553,398	577,482	482,246	415,563	536,680	581,501	8.4%



MARINA

CITY OF GULFPORT
FY 2014 PERSONNEL SUMMARY
Marina

	<u>FY 2011 ACTUAL</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 BUDGET</u>	<u>FY 2014 BUDGET</u>
PERSONNEL:				
Position:				
Director of Marina Operations	0.00	0.00	0.00	1.00
Harbormaster	1.00	1.00	1.00	0.00
Marina Assistant II	1.00	1.00	1.00	1.00
Marina Assistant (P/T)	1.00	1.00	1.00	1.00
Fuel Ramp Attendant (P/T)	0.50	0.50	0.50	0.50
Total:	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

Budget Highlights

- Reclassification of position to reflect tasks and market.
- Salary costs reflect 2% wage increase.
- Health insurance cost increases resulting from 9.6% increase in health package premiums and updated cost of employee benefit selections.
- Pension funding increased cost due to market performance.
- Design and Development of Marina Improvements Phase I.

CITY OF GULFPORT
Fiscal Year 2014
Marina

MISSION

Gulfport Municipal Marina is to provide the boating public a safe, clean marina environment with efficient first class service. The marina provides easy access to the Gulf of Mexico and the intercoastal waterway. Insure that the marina operations maintain a favorable relationship with neighboring residents, clubs and businesses. Marina staff will act as goodwill ambassadors for the city by promoting tourism and local business patronage. To promote Clean Marina best practices and develop programs and procedures to keep the Boca Ciega Aquatic Preserve environmentally protected.

PROGRAMS

Slip management: One hundred ninety one slips in the marina basin and fifty-six slips in Boca Ciega Yacht Club. Also includes the management of eighty-five dry slips and twelve kayak storage spaces.

Retail sales: Ordering and inventory control of sundries, fuel sales, special orders, and collection of slip rental fees.

Ramp fee collection: Includes daily use fee collections, and the management of yearly passes for resident and non-resident ramp users.

Transient vessel management: Includes reservations, fee collection, and management of incoming vessels occupying the transient dock facility.

Fuel management: Includes compliance with all state and federal regulation as it pertains to the safe dispensing of gasoline and diesel fuel, inventory control, fuel spills, and monthly/yearly reports.

Facility maintenance: Includes repair and maintenance of 247 wet slips, 85 dry slips, 12 kayak storage spaces, ship store, fueling facility, transient dock, downtown courtesy dock, Williams Pier, boat launch, regulatory signage and pump-out equipment.

Derelict vessel control: Includes identifying derelict/abandoned vessels, the last-known owner, the proper management of vessel disposal, removing hazardous waste from vessels.

Clean Marina program: Includes “Best Management Practices” set forth as a state-certified “Clean Marina”.

Charter Boat Center: Advertisement and management of the marina’s nine-slip charter center. The marina has two sailing schools and two vessels running daily trips to Egmont Key from the charter center.

Community involvement: The marina hosts the annual nautical flea market and the 4th of July

Kids' Star Spangle Fishing Derby, and participates in the All Pro Dads fishing day.

PERSONNEL

SALARIES AND WAGES

575-12 Includes the Director, Marina Assistant II, (2) two part time Marina Assistant and the Fuel Ramp Attendant. **132,052**

OTHER WAGES

575-14 Overtime **2,000**

FICA & MEDICARE

575-21-01 FICA **8,187**

575-21-02 Medicare **1,915**

RETIREMENT

575-22 Retirement **23,201**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

575-23-01 Health Insurance **14,007**

575-23-02 Disability **535**

575-23-04 Life Insurance **336**

WORKER'S COMPENSATION

575-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **2,367**

OPERATING COSTS

OTHER CONTRACTUAL

575-34 Routine services provided by our vendors **10,600**

TRAVEL & PER DIEM

575-40 Seminars intended in keeping abreast of a heavily-regulated industry. This includes Federal, State and County-proposed rules and regulations **2,930**

COMMUNICATION

575-41	Credit card and fax machine phone lines	14,257
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UTILITIES

575-43-01	Electricity	29,086
575-43-02	Water & sewer	22,051

INSURANCE

575-45-01	General Liability	756
575-45-02	Automobile	441
575-45-03	Property	29,129
575-45-04	Other – Flood & Windstorm	20,112

REPAIRS AND MAINTENANCE

575-46	Covers expenditures for maintenance of the marina facility, including the fuel system, docks, gates, regulatory signage, courtesy dock, pump-out, ship store, fire extinguishers, and security lighting	20,650
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PRINTING AND BINDING

575-47	Ramp passes, informational materials, and copier charges	1,175
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PROMOTIONAL

575-48	Due to the Marina's close proximity to the Gulf and intercoastal waterways, advertising is needed to attract new customers	15,000
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OTHER CURRENT CHARGES

575-49	Licenses for resale of bait, propane, beverages, and fuel storage tank	400
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ADMINISTRATIVE OVERHEAD

575-49-02	Includes charges of 10% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc..	217,934
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OFFICE SUPPLIES

575-51	Copy paper, printer cartridges, miscellaneous office supplies	855
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OPERATING SUPPLIES

575-52	Covers credit card service fees, janitorial supplies, uniforms, small tools, pump-out hoses, dock box replacement, absorbent pads and boom, and charter center ice	34,200
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INVENTORY FOR RESALE

575-52-01	Items sold in the ship store to the public including fuel, ice, live and frozen bait, tackle, sundries and marine supplies	572,500
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MEMBERSHIPS

575-54	Association of Marine Industries, and the Tampa Bay Business Journal	765
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CAPITAL OUTLAY

571-66	Phase I Marina Improvement	880,000
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TRANSFERS

575-91	Transfer of net operations profit to the General Fund in the form of a PILOT or Payment in Lieu of Taxes	391,081
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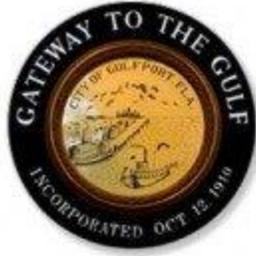
CITY OF GULFPORT
FY 2014 Budget
Marina
460-4140-575

ACCOUNT	Div Acct. # 4140-575	FY09 Actual Expend	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Adopted Budget	FY14 Adopted Budget	% Change FY13 adopt To FY14
Salaries & Wages	575-12-01	92,337	89,895	91,416	99,990	100,702	132,052	31.1%
Vacation Leave	575-12-02	10,077	11,901	8,685				
Sick Leave	575-12-03	729	2,810	68				
Other Salaries	575-13	35,179	29,668	29,875	33,258	31,298	0	-100.0%
Overtime	575-14	1,870	2,305	3,431	3,570	2,000	2,000	0.0%
Car Allowance	575-15-03	0	0	0	300	0	0	0.0%
Miscellaneous	575-15-12		0	0	0	0	0	0.0%
FICA Tax	575-21-01	8,381	7,936	8,134	8,501	8,308	8,187	-1.5%
Medicare Tax	575-21-02	1,960	1,856	1,902	1,988	1,943	1,915	-1.4%
Retirement	575-22-00	7,187	16,013	12,110	4,980	19,335	23,201	20.0%
Health Insurance	575-23-01	12,577	13,340	11,891	12,783	12,876	14,007	8.8%
Disability Insurance	575-23-02	344	317	321	527	621	535	-13.8%
Life Insurance	575-23-04	328	311	311	279	328	336	2.4%
Workers Compensation	575-24	1,937	2,154	1,355	2,152	2,367	2,367	0.0%
Unemployment	575-25	0		0				
OPEB	575-29	589	598	688				
People Costs		173,495	179,104	170,188	168,328	179,778	184,600	2.7%
Professional	575-31	0	0	0	0			
Other Contractual	575-34	6,000	1,676	3,502	10,300	10,300	10,600	2.9%
Travel/Per Diem	575-40	1,956	807	2,001	2,850	2,850	2,930	2.8%
Communications	575-41	11,022	9,564	8,573	14,257	14,257	14,257	0.0%
Electricity	575-43-01	33,173	32,195	27,465	29,959	29,086	29,086	0.0%
Water/Sewer	575-43-02	23,095	19,818	19,012	22,051	22,051	22,051	0.0%
Rentals & Leases	575-44	0	0	0	0	0	0	0.0%
General Liability	575-45-01	745	805	556	687	756	756	0.0%
Auto Ins	575-45-02	439	474	332	401	441	441	0.0%
Property	575-45-03	39,127	21,334	15,589	26,481	29,129	29,129	0.0%
Other	575-45-04	7,268	7,915	4,110	18,284	20,112	20,112	0.0%
Repairs & Maintenance	575-46	18,076	21,639	18,244	19,559	20,046	20,650	3.0%
Printing & Binding	575-47	394	751	390	1,140	800	1,175	46.9%
Promotional	575-48	12,230	14,532	10,808	11,134	11,468	15,000	30.8%
Other Chgs	575-49	416	215	330	300	400	400	0.0%
Bad Debt Expense	575-49-01			25,022	0	0	0	0.0%
Admn Chg	575-49-02	174,518	165,294	165,294	155,294	167,934	217,934	29.8%
Office Supplies	575-51	776	1,018	1,009	855	1,000	855	-14.5%
Operating Supplies	575-52	30,232	26,324	33,193	32,751	32,751	34,200	4.4%
Inventory	575-52-01	464,543	538,566	779,398	639,271	640,000	572,500	-10.5%
Books/Pubs/Subs	575-54	788	775	761	765	765	765	0.0%
Depreciation	575-59	211,320	218,644	214,336				0.0%
Transfer	575-91	382,097	500,000	454,953	375,000	300,000	471,980	
Non Op Int Exp	575-93	2,646	601	171				
Operational Costs		1,420,861	1,582,947	1,785,051	1,361,339	1,304,146	1,464,821	12.3%
Buildings	575-62			0		0	880,000	0.0%
Imp O/T Bldgs	575-63	0	0	0	80,000	100,000	160,000	60.0%
Machinery & Equipment	575-64	0	0	0		0	0	0.0%
Capital Outlay		0	0	0	80,000	100,000	1,040,000	940.0%
DEPARTMENT TOTAL		1,594,356	1,762,051	1,955,239	1,609,667	1,583,925	2,689,421	69.8%



CAPITAL IMPROVEMENTS

FISCAL YEAR 2014 CAPITAL IMPROVEMENT PROGRAM BUDGET			
PROJECT(S) AMOUNT		FUNDING SOURCE	
1,655,150		PENNY FOR PINELLAS PROJECTS	
332,450		GENERAL FUND	
358,750		SANITATION/SEWER/STORMWATER (UTLITY) FUNDS	
2,798,613		GRANTS & OTHER FUNDING SOURCES	
880,000		FUND BALANCE LOAN TO MARINA FUND	
6,024,963		TOTAL= FISCAL YEAR 2014 CAPITAL IMPROVEMENT PROGRAM BUDGET	
-6,040,182		TOTAL= FISCAL YEAR 2014 CAPITAL IMPROVEMENT PROGRAM FUNDING	
-15,219			
15,219		CIP FUND BALANCE (PENNY FOR PINELLAS FUND)	
Ending Fund Balance As of September 31, 2012			368,369
Beginning Fund Balance As of October 1, 2012			368,369
Un-Encumbered FY 2013			250,000
Adopted Penny For Pinellas Revenue Fiscal Year 2014			1,052,000
Fiscal Year 2014 Adopted Penny for Pinellas Budget Appropriation			1,670,369
General Fund		332,450	
San./Utility Fund		358,750	
Grants/Other		2,798,613	
Marina Loan		880,000	
Penny For Pinellas		1,052,000	
Capital Fund Balance		368,369	
Balance FY 2013		250,000	
		6,040,182	



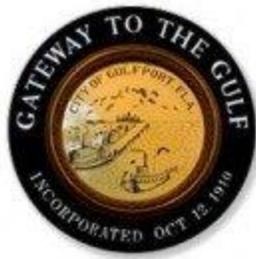
5 YEAR CAPITAL IMPROVEMENT PLAN

PROJECT		2014	2015	2016	2017	2018	Proposed Funding
Public Works - Utilities							
Sanitary Sewer R & R		465,000	500,000	500,000	500,000	500,000	Penny For Pinellas
Water Line Replacement				500,000	500,000	500,000	Penny For Pinellas
Small Scale Stormwater Projects		75,000	75,000	75,000	75,000	75,000	Penny For Pinellas
Stormwater Proj.-Pasadena Place				455,000			Penny For Pinellas
49th Street Outfall Project (Grant)		1,696,000					Restoration Grant
Marina							
Ship Store/Amenities		670,000					Marina Fund
Live-Aboards/Transient Park		45,000					Marina Fund
Install 10 (20K)Boat Lifts		100,000					Marina Fund
Marina Imp.- Live-Aboard Imps.		40,000					Marina Fund
City Seawalls (as needed)		25,000	25,000	25,000	25,000	25,000	Penny For Pinellas
GYC/Yacht Basin Maint. Dredge			50,000	50,000	50,000		Marina Fund
Marina Master Site Planning (Phase I)		25,000	50,000	50,000			Marina Fund
Design/Engineering			75,000	75,000			Marina Fund
Marina Undergrounding			100,000				Penny For Pinellas
Community Development							
City Trail/Bike Plan/Design/Engineering FY13		50,000	100,000	150,000			Gen Fund/GRANT
Osgood Point Trail Connector		200,000	150,000	150,000			Transport. Grant
Gulfport Blvd. Streetscape					50,000	400,000	DOT Grant
Misc. Signs, Benches, Banners, & Art.		25,000	25,000	25,000	25,000		General Fund
49th S/S Brownfields Assessment Grant		400,000					EPA GRANT
Williams Pier							
Pier Replacement Fund		10,000	10,000	10,000	10,000	10,000	Penny For Pinellas
Marina/WRD							
Trail/Downtown/Marina Connector (CD)		50,000	300,000	300,000			Transport. Grant
East Beach Renourishment		200,000					Pinellas Co./TDC
Mooring Field Pump Out Vessel (Grant)		25,000/100,000					BOAT IMP. GRANT
Mooring Field (Grant)		15,000/60,000					FDEP GRANT
Shore Blvd. Planning (CD)		10,000					TIF Fund
WRD Parking Review & Design			50,000		300,000		TIF Fund
4th of July Fireworks Display		20,000	20,000	20,000	20,000	20,000	TIF Fund
Casino Floating Dock (Grant)		112,613					BOAT IMP. GRANT
				219			

PROJECT			2014	2015	2016	2017	2018	Proposed Funding
Information Technology								
Computer Lifecycle/Emergency Server Replac			10,000	10,000	10,000	10,000	10,000	General Fund
Library								
Library Renovation			101,000/350,000					Penny For Pinellas
Library Books & Materials			50,000	50,000	50,000	50,000	50,000	General Fund
MJY Recreation Center								
Recreation Center Lower Roof			170,000					Penny For Pinellas
Police								
Police Vehicles			153,000	158,248	137,258	114,094	111,367	Penny For Pinellas
Police Radios			7,250	7,500	7,750	8,000	8,250	Penny For Pinellas
Building Video Surveillance Equipment			40,000					
Police Laptops			2,400	2,500	2,550	25,200	2,600	Penny For Pinellas
Police Generator				90,000				Penny For Pinellas
Police Passenger Van					24,000			Penny For Pinellas
Neighborhood Center PD Improvements			20,000					Police Trust Fund
City Hall/PD Facility Improvements								<i>Unfunded</i>
Fire								
Fire Equipment			15,000	15,000	15,000	15,000	15,000	Penny For Pinellas
Fire Emergency Generator				90,000				Penny For Pinellas
Public Works - Streets & Sidewalks								
Sidewalk Improvements			20,000	20,000	20,000	20,000	20,000	Penny For Pinellas
Street Re-Surfacing/Brick Restoration			230,000	230,000	230,000	230,000	230,000	Penny For Pinellas
Public Works - Buildings								
City Facility Maintenance			50,000	50,000	50,000	50,000	50,000	Penny For Pinellas
Public Works - Sewer Div.								
Mini-Excavator (Equipment)				34,000				Utilities Fund

PROJECT			2014	2015	2016	2017	2018	Proposed Funding
Public Works - Garage Div.								
P/U Truck #70				24,000				General Fund
Public Works - Building Maintenance Div.								
Cargo Van #65				23,000				General Fund
Public Works - Street Div.								
Dump Truck #37			145,000					Gen/San/Util Fund
P/U Truck #71				24,000				General Fund
Public Works - Sanitation Div.								
Sanitation Truck - Auto/Side Loader			250,000					Sanitation Fund
Claw Truck #29					145,000			Sanitation Fund
Front End Loader #35							175,000	Sanitation Fund
Rear Loader #43						240,000		Sanitation Fund
Side Loader #31							265,000	Sanitation Fund
Side Loader #46						265,000		Sanitation Fund
Leisure Services - Recreation Div.								
Small Child Play Area (Tot/VPK) Replacement			50,000					Penny For Pinellas
Children's East Play Area Equipment			10,000					Penny For Pinellas
Leisure Services - Senior Center Div.								
Dining Room Sound System (Equipment)			4,200					General Fund
Leisure Services - GEMS Div.								
GEMS Vehicle Replacement (Grant)							26,000	FDOT Grant
Leisure Services - Parks Div.								
Beach/Parks Tractor (Equipment)			55,000					General Fund
Parks Riding Mower				20,000				General Fund
Leisure Services - Theater Div.								
Stage Lighting System Upgrade			12,000					General Fund
Sound Board Replacement				5,000				General Fund

PROJECT			2014	2015	2016	2017	2018	Proposed Funding
Leisure Services - Casino Div.								
Casino Carpet Replacement			20,000					General Fund
Chair/Table Replacement Plan			12,000					General Fund
Kitchen Upgrade				75,000				General Fund
Cabinet Installation				5,000				General Fund
Window Treatments				3,000				General Fund
Outside Deck Replacement					75,000			General Fund
Leisure Services - Beach/Parks/Playgrounds (Equipment).								
Caldwell Park Playground			107,500					Penny For Pinellas
Skate Board Park Equipment Replacement				147,000				Penny For Pinellas
Tonkin Park Playground					112,500			Penny For Pinellas
Beach Pavilion #7 Replacement			75,000					Penny For Pinellas
Beach Volleyball Lighting Imp.			27,000					Penny For Pinellas
Community Aquatic Center								
Clam Bayou Development Project								<i>Unfunded</i>
Portable Bleachers								<i>Unfunded</i>



COMPENSATION ADMINISTRATION

COMPENSATION ADMINISTRATION

Management Philosophy:

The basis of any compensation program is the management philosophy between the employer and the employees. The pay plan is the basis of compensation for employees and is constructed to reflect:

- What the City expects in return for salaries paid.
- What the City considers key determinants of pay.
- The quality of personnel to attract, retain and motivate in order to achieve organizational objectives.
- What the impact of demands for internal equity and consistency will have in determining pay opportunities.
- The role of compensation in the retention of personnel.
- Whether financial incentive programs are appropriate for reinforcing organizational goals.

Internal Equity:

Internally equitable salary programs compensate employees according to various levels of; skill, effort, responsibility, impact of work, public contact, supervisory responsibility, and work environment within the organization. Occasionally, position reassessment and reassignment enhance job duties and responsibilities to the extent that the current pay to the employee in the position does not adequately reflect this equity, necessitating a review of the situation. Other occasions of inequity occur when employees are promoted from non-exempt to exempt positions where the promotional salary increase does not compensate for the lost overtime wages, or the increase does not advance the promoted employee's salary above that of subordinate personnel. In these circumstances, the City Manager may grant an equity adjustment to fairly compensate the employees in relationship to the internal and external value of their positions. The City Manager will inform the City Council of all such equity adjustments.

Performance Evaluation:

The most important purpose of evaluations are to indicate clearly and candidly how the employee is performing and what the employee can do to continue being a valuable member of the organization. The performance evaluation serves as a useful tool for career development by:

- Recognizing the employee's performance
- Providing performance feedback to the employee
- Providing records for future career opportunities

The City has a performance based evaluation system to be administered on an employee's anniversary. The salary range is constructed by establishing a Minimum and Maximum amount. Employees are rated by their Department Directors and/or Supervisors on many different areas of job specific performance. The ratings are tallied up to reach a numerical evaluation score.

Exempt Employees:

In order to comply with the Fair Labor Standards Act (FLSA), an exempt or salaried employee such as the City Manager, City Clerk, Department Directors, and others as deemed appropriate, are excluded from overtime wages.

Employee Benefits:

The City maintains an annual leave benefit program for all regular employees. The City grants nine (9) paid holidays and two personal days each fiscal year. Annual leave is available and accrues on the following schedule:

General Employees

	<u>Part time</u>	<u>Full Time</u>	<u>Supervisory</u>	<u>Directors</u>
< 5 Years	0	88	112	128
+5<10 Years	20	104	128	144
+10<15 Years	40	128	144	160
+15 years	40	+8 per yr.	+8 per yr.	+8 per yr.
Maximum/Yr.	40	200	200	200

UNION

	<u>IAFF</u>	<u>Fire Lt.</u>	<u>PBA (8)</u>	<u>PBA (12)</u>	<u>FOP Sgt (8)</u>	<u>FOP Sgt (12)</u>
< 5 Years	120	157	96	100	96	100
+5<10 Years	168	179	120	126	120	126
+10<15 Years	190	202	136	142	136	142
+ 15 Years	246	+11.2 per yr.	160	168	160	168
Maximum/Yr.	280	280	200	200	200	200

All regular full-time employees, PBA (Police Benevolent Association), and FOP (Fraternal Order of Police) members earn, from the first day of employment, 96 hours of Sick Leave; IAFF (International Association of Firefighters) Members earn 134.4 hours of Sick Leave a year.

The City’s insurance program is available to full time employees after a ninety-day waiting period. The FY 2014 budget contains payments of one hundred percent of employee’s health insurance premiums, and \$2,000.00 of dependent’s health care premiums. The City also pays full costs of Life and Accidental Death & Dismemberment Insurance (one times annual salary for general employees, and one and a half times salary for Directors and City Manager), Long Term Disability Insurance (67% of annual salary), and Short Term Disability Insurance (maximum benefit of \$125 weekly). Optional Dental and Supplemental Insurance are available to employees at their expense.

The City currently provides four Retirement Programs for employees. A Defined Benefit Retirement Plan for general employees, FOP, PBA, and IAFF members, and a Defined Contribution, self-directed 401A Money Purchase Plan for the City Manager and Directors. The City also provides an Employee Assistance Program (EAP) administered through Florida Blue Insurance Company which is a confidential assistance program for employees and their families.

City of Gulfport FY 2013/2014 Pay Plan

Grade	Range	Position
1	9.491 14.236 19,741.198 29,611.799	Library Page
2	9.966 14.948 20,728.258 31,092.389	Library Assistant School Crossing Guard Fuel Ramp Attendant
3	10.464 15.696 21,764.678 32,647.010	Library Assistant II Maintenance Worker I Marina Asst. Recreation Leader Senior Center Asst.
4	10.987 16.480 22,852.909 34,279.353	Event Staff Mini-Bus Operator (GEMS & Trolley Drivers)
5	11.536 17.304 23,995.546 35,993.330	Maint. Worker II Staff Assistant Police Records tech
6	12.113 18.170 25,195.324 37,792.993	Pre-School Teacher
7	12.719 19.078 26,455.095 39,682.638	Equipment Operator Recreation Coordinator Maint. Worker III Landscape Specialist Staff Asst II Utility Service Worker II
8	13.355 20.032 27,777.847 41,666.771	Admin Svc Tech Fleet Maint. Asst. Marina Asst. II Permit Technician Utility Service Worker III
9	14.022 21.034 29,166.745 43,750.116	Accounting Tech

10	14.724 30,625.081	22.085 45,937.623	Administrative Asst. Crime Analyst Crew Leader Police Services Specialist Technical Events Specialist	
11	15.460 32,156.331	23.190 48,234.503	Senior Svcs Coordinator	
12	16.233 33,764.147	24.349 50,646.220	Environmental Safety Officer Admin. Asst. to CM	
13	17.044 35,452.353	25.567 53,178.535	Librarian Victim Advocate	
14	17.897 37,224.979	26.845 55,837.466	Building Inspector Deputy City Clerk	
15	18.791 39,086.228	28.187 58,629.336	Planner	
16	19.731 41,040.538	29.597 61,560.807		
17	21.158 44,008.914	31.076 64,638.839	Garage Supervisor	
18	21.753 45,247.190	32.630 67,870.785		
19	22.841 47,509.553	34.262 71,264.325	Principal Planner	
20	23.983 49,885.025	35.975 74,827.538		
ES6	18.719 54,511.072	23.293 67,829.232	Fire Lieutenant	
ES7	19.758 57,534.453	24.342 70,883.388	Fire Lieutenant Paramedic	
13E	19.908 20,704.521	23.541 24,482.254	Fire Inspector PTR-1040 HOURS	Pending Negotiations
14E	9.707 20,190.419	14.287 29,716.487		Pending Negotiations

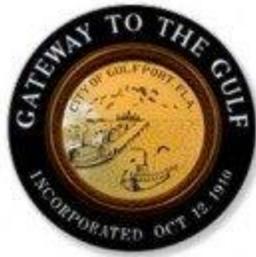
15E	14.049 40,911.506	19.447 56,631.104	Firefighter/EMT	Pending Negotiations
17E	15.661 45,603.945	21.678 63,126.515	Firefighter/Paramedic	Pending Negotiations
13P	16.143 33,577.130	24.214 50,365.707		Pending Negotiations
16P	20.386 42,403.049	30.579 63,604.570	Police Officer 2080 HOURS	Pending Negotiations
	20.386 44,522.145	30.579 66,785.490	2184 HOURS	
17P	21.405 44,523.200	32.108 66,784.799	Detective 2080 HOURS	Pending Negotiations
18P	26.662 55,455.921	35.193 73,201.816	Police Sergeant 2080 HOURS	Pending Negotiations
	26.662 58,229.328	35.193 76,861.643	2184 HOURS	
19P	32.923 68,480.080	41.502 86,323.681	Police Lieutenant	
S1	16.317 33,939.024	26.107 54,302.438	Cultural facilities Coordinator	
S2	17.949 37,332.926	28.718 59,732.682		
S3	19.743 41,066.218	31.589 65,705.950		
S4	21.718 45,172.842	34.748 72,276.544	Police Services Sup Recreation Sup Social Services Sup Streets Supervisor Utility Supervisor	
S5	23.889 49,690.124	38.223 79,504.200	Accounting Manager	
S6	26.278 54,659.138	42.045 87,454.619	City Clerk Building Official Parks & Rec Superintendent	

S7	31.483	48.496	Fire Chief
	65,485.146	100,872.066	

S8	33.721	50.875	Department Directors
	70,140.649	105,820.090	

S9	38.156	61.050	Public Safety Director
	79,365.073	126,984.101	

S10	45.788	73.260	City Manager
	95,238.081	152,380.933	



BUDGET GUIDE

BUDGET GUIDE

A Budget is a city's financial and operating plan for a period called a "Fiscal Year", and is mandated by Florida Statutes. The City of Gulfport's Fiscal Year begins October 1 and ends September 30. The Fiscal Year Beginning October 1, 2013 is referred to as "Fiscal Year 2013-14". The City Council is required to adopt the Budget on or before September 30 each year for the coming Fiscal Year.

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

The Budget may be amended in two ways: a Budget transfer form, requested by a department director and approved by the City Manager transfers dollars between line items within a department; a Budget amendment, which increases expenditures or the spending level of individual departments or for a fund, is requested by the City Manager and approved by the City Council.

THE BUDGET DOCUMENT

The Budget document begins with a transmittal letter from the City Manager. This letter summarizes the contents of the Budget and provides an explanation of the rationale used by the City Manager during the Budget development process. Other sections of the document include:

1. Financial Policies
2. Budget Guide
3. Departmental Budgets are subdivided into programs. Programs account for the cost associated with specific activities or the use of restricted revenue sources.
4. Five-Year Capital Plan.
5. Compensation Administration
6. Debt Administration –The City of Gulfport presently does not have Outstanding Debt or Long Term commitments in the way of Municipal Bonds,etc.
7. Glossary

THE BUDGET PROCESS HOW IS THE BUDGET PREPARED AND ADOPTED?

The Budget process itself is a year-round activity. The formal process begins in March prior to the coming fiscal year. The City Charter also provides that the City Manager must prepare a proposed Budget to be submitted to the City Council no later than July 15 of each year. Department directors prepare their individual Budgets, which are then compiled into a Budget for the entire City by the City Manager, the Administrative Services Director and their support staff. The proposal is then reviewed by the City Manager and revised to reflect his goals for the upcoming fiscal year. The City Manager then submits his recommendations to the City Council. The City Council reviews the Budget and makes any changes they deem necessary. Also during July, the City Council establishes a maximum proposed property tax rate to be levied for the next fiscal year. This rate is included in the TRIM (Truth in Millage - Notice of proposed property taxes) notices mailed to all property owners in August by the Pinellas County Property Appraiser. During July and August, the City Council reviews the Budget in special work sessions. In September, two public hearings are held regarding both the proposed property tax rate and the Budget for the new fiscal year. At both public hearings, the City Council votes on the proposed Budget.

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 (example: through a purchase order). Unencumbered appropriations lapse at year-end.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the City prepares its Budget. Exceptions are as follows:

1. 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).
2. Capital outlay within the funds are recorded as assets on a GAAP basis and expended on a Budget basis.
3. Depreciation expense is recorded on a GAAP basis only.

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 City's largest fund and includes governmental services such as legislative oversight, general and financial administration, law enforcement, community development, street maintenance, recreation and library services. General fund activities are primarily funded with property taxes, franchise fees, utility taxes and certain state-shared revenues. General Fund activities typically comprise approximately half of the City'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 City wishes to separate accounting of the costs of a special project. The City maintains three such funds: Capital Projects Fund, Waterfront Redevelopment District, 49th Street Redevelopment District.

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 City operates three enterprise funds: Water/Sewer/Stormwater, Sanitation and Marina. The City also operates three pension trust funds that are not included in this Budget.

TRUTH IN MILLAGE (TRIM)

The Budget and property tax rate adoption process is 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. Property owners are eligible to receive a homestead exemption up to \$50,000 on the first \$75,000 of assessed value on their principal place of residence (low-income seniors may also qualify for an additional City provided exemption). All property is assessed at 100% of real value, which is approximately 85% of market value. As provided in Section 193.155(1), F.S., the year after a property receives homestead exemption, an annual increase in assessment shall not exceed the lower of 3% or the percentage change in the Consumer Price Index for all urban consumers, U.S. city average.

The City 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 property tax rate is changed 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 City; it discounts for inflation); and
4. The property tax bill if the advertised tax rate is adopted.

The second public hearing is advertised using a 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.

QUESTIONS AND ANSWERS

Below are some of the most common questions regarding the Budget along with their corresponding answers.

Q: WHAT IS THE PURPOSE OF THE CITY BUDGET?

A: The Budget is an annual financial plan for the City of Gulfport. It specifies the level of municipal services to be provided in the coming year and the resources, including personnel positions, capital expenditures and operating expenses, needed to provide those services. It reflects the policies and priorities set by the City Council.

Q: HOW AND WHEN IS THE BUDGET PREPARED?

A: Each April the Administrative Services Director prepares Budget worksheets to be distributed to the various departments. City departments submit their plans and needs for the coming year to the City Manager and Administrative Services Director. The Administrative Services Director and support staff compile the proposed Budgets, which are then reviewed by the City Manager and revised to reflect his goals for the upcoming fiscal year. The City Manager then submits his recommended Budget to the City Council on or before July 15. The City Council Reviews the Budget, holds two public hearings to obtain citizen input and then adopts the final Budget along with an ordinance establishing the property tax rate required to fund the Budget.

Q: WHAT IS A FISCAL YEAR?

A: A fiscal year is a 12-month operating cycle that comprises a Budget and financial reporting period. The City's fiscal year, along with those of other local governments and special districts within the State of Florida begins on October 1 and ends on September 30.

Q: FROM WHERE DOES THE CITY OBTAIN ITS REVENUES?

A: From City levied taxes, state and federal shared revenues and fees for municipal services, such as sewer, solid waste and recreation.

Q: HOW IS THE REVENUE OBTAINED BY THE CITY USED?

A: It is used to pay for salaries, operating supplies, other operating costs such as utilities and insurance, and capital purchases such as buildings, vehicles, and equipment as specified in the City Budget.

Q: WHAT IS PROPERTY TAX RATE?

A: When the City adopts its annual Budget, it determines the tax rate that must be applied on property in order to generate the necessary revenue in addition to all other sources that are available. The proposed tax rate for the City of Gulfport is 4.039 mills, or \$4.039 per \$1,000 of taxable value. The taxable value of all property in the City is established by the Pinellas County Property Appraiser. The City has no control over the taxable value of property; it only has control over the tax rate that is levied.

Q: WHAT IS HOMESTEAD EXEMPTION?

A: The Florida constitution provides that a homeowner may apply for and receive a homestead exemption up to \$50,000 on his or her principal residence. After property is appraised by the County Property Appraiser, \$50,000 is subtracted from the appraised value. The remainder is the taxable value upon which the tax rate is applied.

Q: WHAT IS THE “SAVE OUR HOMES ACT?”

A: In 1992, Florida voters approved an amendment to the Florida constitution that limited the amount of value a homestead property could increase on the tax rolls each year. The law limits value increases to the lesser of 3% or a figure equal to the Consumer Price Index.

Q: WHAT IS A MILL OF TAX?

A: One mill is equal to \$1 for each \$1,000 of taxable property value. Property taxes on a \$100,000 home to which the \$50,000 homestead exemption is applied would pay, with a millage rate of 4.0000 mills a property tax of \$200.00

Q: WHAT IS A FUND?

A: A fund is a separate accounting entity within the City that receives revenues from a specific source and expends them on a specific activity or activities. The City maintains nine separate funds, all of which account for distinct activities.

Q: WHAT IS THE DIFFERENCE BETWEEN AD VALOREM TAX AND PROPERTY TAX?

A: There is no difference. They are different names for the same tax.

Q: WHAT IS AN OPERATING BUDGET?

A: An operating Budget is an annual financial plan for recurring expenditures, such as salaries, utilities, and supplies.

Q: WHAT IS A CAPITAL IMPROVEMENT BUDGET?

A: A capital improvement Budget is both a short and long-range plan for the construction of physical assets, such as buildings, streets, sewers, and the purchase of vehicles and equipment. In the City of Gulfport, a “Five Year Capital Plan” is prepared, the first year of which is incorporated into the “Operating Budget.”

Q: WHAT IS AN ENTERPRISE FUND?

A: An Enterprise Fund earns its own revenues by charging customers for the services that it provides; it receives no tax funds. The City of Gulfport operates water/sewer/stormwater, sanitation and the marina activity as Enterprise Funds.

Q: WHAT IS A BUDGET APPROPRIATION?

A: A Budget appropriation is a specific amount of money that has been approved by the City Council for use in a particular manner.

Q: WHAT IS A BUDGET AMENDMENT?

A: A Budget amendment is an ordinance or resolution adopted by the City Council which alters the adopted Budget by appropriating additional monies to a particular department or fund, decreasing appropriations to a particular department or fund, or transferring funds from one department or fund to another.

Q: WHO ESTABLISHES THE RULES BY WHICH THE CITY OF GULFPORT ADOPTS ITS ANNUAL BUDGET AND PROPERTY TAX RATE?

A: The property tax rate and Budget adoption process are governed by both the City Charter and State Statutes.

Q: WHO IS THE CHIEF EXECUTIVE OFFICER OF THE CITY OF GULFPORT?

A: The City Manager is both the Chief Executive and Chief Administrative Officer of the City of Gulfport. The individual is hired by and reports to the City Council.

Q: WHAT ARE FRANCHISE FEES, AND WHY DOES THE CITY OF GULFPORT LEVY THEM?

A: The franchise fee is a charge levied by the City on a utility to operate within the City and to use City rights-of-way and other properties for locating pipes, wires, etc. The state allows utilities to pass on the franchise fee directly to customers on their bills.

The City of Gulfport, like most cities in Florida relies very heavily on franchise fees for revenues rather than on the property tax, which is usually lower than property taxes levied in other states.

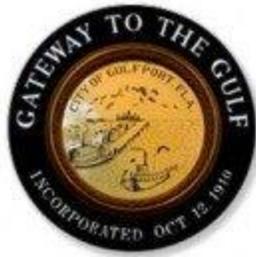
Q: WHAT ARE UTILITY TAXES AND WHY DOES THE CITY OF GULFPORT LEVY THEM?

A: Florida Statute 166.231 gives municipalities the authority to levy a tax on the purchase of electricity, metered natural gas, liquefied petroleum gas and water service. The tax is levied only on purchases within the municipality and shall not exceed 10% of the payments received by the seller of the taxable item from the purchaser for the purchase of such service. These revenues help fund the overall operations of the General Fund.

Q: WHAT IS A “TELECOMMUNICATION TAX”?

A: Florida Statute 202.191 gives municipalities the authority to levy a local communication service tax. The tax encompasses voice, data, audio, video, or any other information or signals, including cable services that are transmitted by any medium. The current rate for the City of Gulfport is 6.12%.





GLOSSARY

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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. As an example, 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 City’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 place upon property as a result of this process.

Available (Undesignated) Fund Balance:

This refers to the funds remaining from the prior year that 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 one year and a value of more than \$1000, 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.

Encumbrances:

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 Water, Solid Waste and Marina 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 City, 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 organizations 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 city streets, and usually involving the elements of monopoly and regulation.

Full-time Equivalent (FTE):

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

Full-Time Position:

A position which qualifies for full City benefits, usually required to work 40 hours per week. However, all part-time personnel working in excess of 30 hours per week are granted benefits as full-time employees.

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 City Administration, Community Development, Public Works, Public Safety and Leisure 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 that the owner occupies as principal residence 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 that 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.

Ordinances:

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 that must be by ordinance and those which may be by resolution.

Other Costs:

Refers to costs that 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 borrowing. A government that 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 40 hours per week and are not entitled to full-time benefits of insurance.

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 that is budgeted as a sub-unit of a department. A program budget utilized 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 that authorized the delivery of specified merchandise or the rendering of certain services, established 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 Administrative Services Department that the person is performing the duties of a classification other than that in which the employee is currently placed.

Reserve:

- (1) An account used to earmark a portion of a fund balance for a particular purpose, and,
- (2) An account used to earmark a portion of fund equity 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.

Reverse 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 that 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 to 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 City property tax rate is automatically reduced proportionately so that the City does not automatically derive additional revenue. All property tax rate changes are calculated using the rolled-back rate as the base.

Seasonal Position:

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

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 Increment Financing:

A statutory tool used to promote economic development, redevelopment, and housing in a specific geographic area where it otherwise may not occur. TIF enables a city to “capture” additional property taxes generated by new development or redevelopment to pay for development expenses within the specified area.

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 that 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 levies 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 other applicable exemptions.

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.

