

City of Gulfport, Florida
Operating Budget
Fiscal Year
October 1, 2009 thru
September 30, 2010

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.

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September 30, 2010

Honorable Mayor, Council and Fellow Citizens:

In accordance with the City Charter, the proposed Annual Operating Budget and Capital Improvement Budget for the Fiscal Year beginning October 1, 2009 and ending on September 30, 2010, was submitted to the Gulfport City Council on July 7, 2010. The Budget was prepared in accordance with Generally Accepted Accounting Principles (GAAP), except where otherwise stated.

Budget Development Practices

Budget development for Fiscal Year 2009/10 began, with three (3) City Council Workshops on October 20, 2008, January 8, 2009, and April 2, 2009 respectively. The City Council received the first (1st) draft of the Interim City Manager's proposed FY 2009/2010 Budget on July 7, 2009, and subsequently held two (2) additional Budget Workshops on July 13, 2009 and July 20, 2009 to review the first (1st) draft of the proposed budget. With a 3rd Budget Workshop held on August 17, 2009.

The review and adoption of the Annual Budget and the Capital Improvement Plan represents one of the most important policy making responsibilities of the City Council. The budget is more than just a document required by the City Charter. It establishes priorities among competing service demands, and establishes service levels that are within fiscal capabilities of the City. The budget review process is the primary time of the year when the City Council and senior staff focus on overall operations, services and finances of the City.

The initial direction provided by the City Council was for staff to provide a budget within the parameters of an unchanged millage rate of 3.4742, and reflecting no reduction in services delivered to residents. The development of the budget must also consider those subsidies, programs, activities and policies that are culturally and institutionally in place and are annually expected to be incorporated into the budget for funding.

These guidelines and priorities served as the framework for developing the proposed budget. The guidelines included and addressed, but were not limited to:

- *The City's Ad Valorem property tax will remain at 3.4742 mills per \$1000 of assessed valuation.*
- *No reduction of services to the City of Gulfport's citizens.*
- *The City of Gulfport by Resolution shall maintain a minimum 25% General Fund Reserve Balance.*
- *Reduce dependency on Utility (Water & Sewer) PILOT fund transfers to General Fund.*
- *Maintain/Improve Utility Infrastructure*

- *Public Safety*
- *Senior and Youth Programs and Activities*
- *Quality Core Services*
- *As feasible see that all employees are treated and impacted by decisions in a fair and equitable manner.*

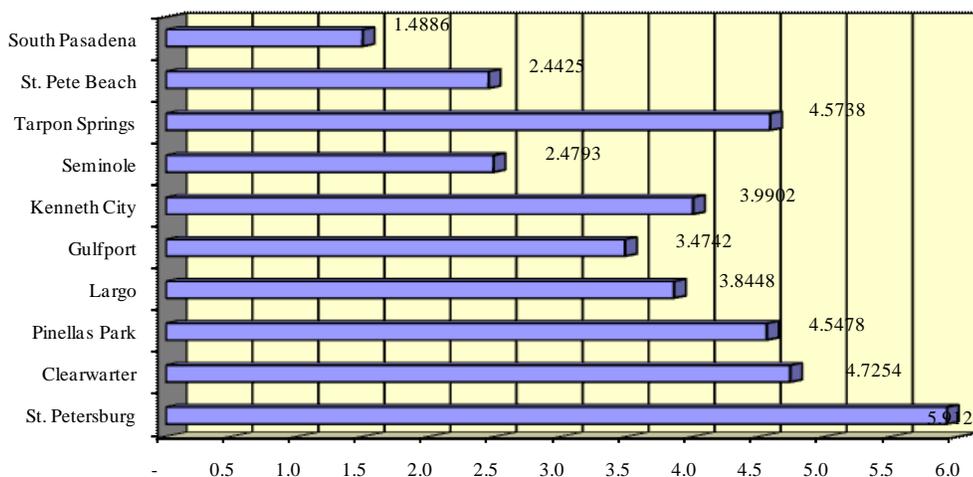
In the initial development of the budget, prior to providing the first draft budget, staff enlisted the input of three (3) members of the public who have, in the past, commented on the budget process. An important aspect of this group’s efforts were to survey the community, whereby providing a means for all residents to offer input to City staff in suggesting new and creative ideas to generate new revenues and reduce costs.

The final adopted budget maintains frontline services as they exist today. Future budget analysis for FY 2010/2011 will need to include a significant discussion of a primary comment included in many surveys – a comment that proposes that “City User Fee’s” be raised significantly to offset the costs of a service, program or facility. Staff has begun a thorough analysis of all comparable fees charged by the City of Gulfport in comparison with other municipalities within Pinellas County.

Such increases would require City Council to give direction to change the existing philosophy whereby, many resident/community focused services/programs/facilities are subsidized through the use of General Fund dollars – this type of subsidy has allowed the City of Gulfport to create and provide very affordable programs, facilities and related community based ventures to all residents.

At present there has not been a change in the City of Gulfport’s ability to be a full service City. Much of the credit must be given to Department Directors and their ability to deploy limited resources in a very cost conscience and austere manner. One would be hard pressed to identify a full-service City in Pinellas County that provides the level of services the residents of the City of Gulfport are accustomed to and expect at a millage rate of 3.4742 that generates \$2,573,923 in General Fund Ad Valorem property taxes. The graph below highlights the adopted millage rates for several surrounding communities within Pinellas County. Only St. Petersburg, Clearwater, Largo and Tarpon Springs are considered full service communities that provide service levels equal to the City of Gulfport.

FISCAL YEAR 2007 PROPERTY TAX RATES



The Interim City Manager has not recommended or implemented, like many Cities or government entities in the area, employee layoffs or furloughs. Without an overall economic improvement in the area or an ability to identify additional revenue sources, future budget discussions could potentially by necessity include, with direction from the City Council the number of employees the City needs to maintain an acceptable level of service and a desire to support those needs long term. Future discussions would also need to explore the cost of alternative methods to provide basic services.

All positions in the FY '10 Budget are stated in terms of full-time equivalents (FTE). One "FTE" is equal to one position scheduled for a normal work year; usually 2080 hours per year (i.e. 40 hours per week for 52 weeks). All part-time and temporary personnel are stated as a fraction of an FTE. For example, a 20-hour per week part-time position is stated as .5 FTE. Moreover, where staff members are assigned to support more than one program, a portion of the position is assigned to the applicable programs. It is believed that this method of documenting the assignment of personnel resources more clearly communicates the City's investment in each program.

All expenditure and revenue projections included in this budget are "realistic". They are neither conservatively nor optimistically stated, but reflect staff's best assessment of what is likely to occur. In cases where the amount of revenue is subject to wide fluctuations based on conditions that cannot be predicted and are not under the City's control, a number based on recent experience is used.

A primary focus of the budget process is to ensure that sufficient fund balances are available to meet unanticipated needs and ensure that adequate working capital is available to meet the City's cash management requirements.

Finally, departments are never penalized for under-spending their budgets when considering budget requests for the subsequent year. Each department is encouraged to find more cost effective ways to operate, and are assured that attempts to "value engineer" service delivery will not jeopardize future funding.

Basis of Accounting

Modified Accrual: The modified accrual basis of accounting is utilized for the Governmental Funds. Under this basis, revenues are recognized when they become both measurable and available. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Expenditures are generally recognized under the modified accrual basis of accounting in the period that the liability is incurred. The exception to this general rule is that expenditures for principal and interest on general long-term debt are recognized when due and expenditures for compensated absences are recorded when paid.

Accrual: The accrual basis of accounting is utilized for the Proprietary and Pension Trust Funds. Under this basis, revenues are recognized in the period earned and expenses are recognized in the period that the liability is incurred. In contrast to Governmental Funds, depreciation is recorded.

Budgetary Control and Amendments: The General Fund is subject to budgetary control on a combination of fund and departmental levels. (e.g., Leisure Services includes the Director's Office, Parks, Recreation, Library and Senior Center in the General Fund). The City Manager is authorized

to transfer General Fund budgeted amounts between expenditure categories within individual departments according to the original appropriation ordinance.

The City Council approves supplemental appropriations and appropriation transfers by resolution during the fiscal year.

Major capital facilities and improvements, which are accounted for by the City within the Capital Projects Fund are subject to budgetary control on a project basis. Appropriations for a specific project do not lapse until completion of the project.

Encumbrances: Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration. Encumbrances outstanding at fiscal year end are carried forward and re-appropriated in the following year.

Budgetary Basis of Accounting: Budgets presented for governmental funds have been prepared on the modified accrual basis of accounting, except for encumbrances and the net increase (decrease) in the fair value of investments. Encumbrances are part of the overall budgetary control process and thus are included in the “Actual” column with the related expenditures when a comparison with the budget is made. Similarly, the net increase (decrease) in the fair value of investments is excluded from related revenues when a comparison with the budget is made. Depreciation is not included in the budgetary statements since it is not a use of expendable resources.

Policy Initiatives and Accomplishments

The City Council approved FY 2009/2010 Budget accomplishes and implements the following:

- *The City’s Ad Valorem property tax will remain at 3.4742 mills per \$1000 of assessed valuation.*
- *No reduction of services to the City of Gulfport’s citizens - Maintains quality culturally and institutionally accepted levels of core services.*
- *Reduces recurring General Fund budget from \$11,133,075 to \$10,454,914 a 6.0914% percent decrease.*
- *Increases by percentage the City’s Reserve Fund balance from 40% to 42% of General Fund budget. City Reserve Fund balance of \$4,434,115.00.*
- *Allows for the replenishment of City’s Utilities Reserve Fund balance. No PILOT transfer from Utilities Fund balance.*
- *Implements reduction in workforce via attrition.*
- *Does not utilize General Pension Fund Stability Reserve fund.*
- *Removes General Employee Cost of Living Adjustment (COLA) – Provides for potential 2% Merit raise to eligible General Employees.*
- *Provides for a 7% increase in employee Health Insurance costs.*
- *Suspends General and Police employees Longevity Program – Fire employees will continue to receive the longevity bonus due to the Collective Bargaining Agreement.*

This balanced budget maintains and provides the residents of the City of Gulfport the same level of service they presently receive without an increase in taxes or program fees; or employee layoffs or furloughs.

Respectfully submitted:

Jim O'Reilly
Interim City Manager
September 30, 2009

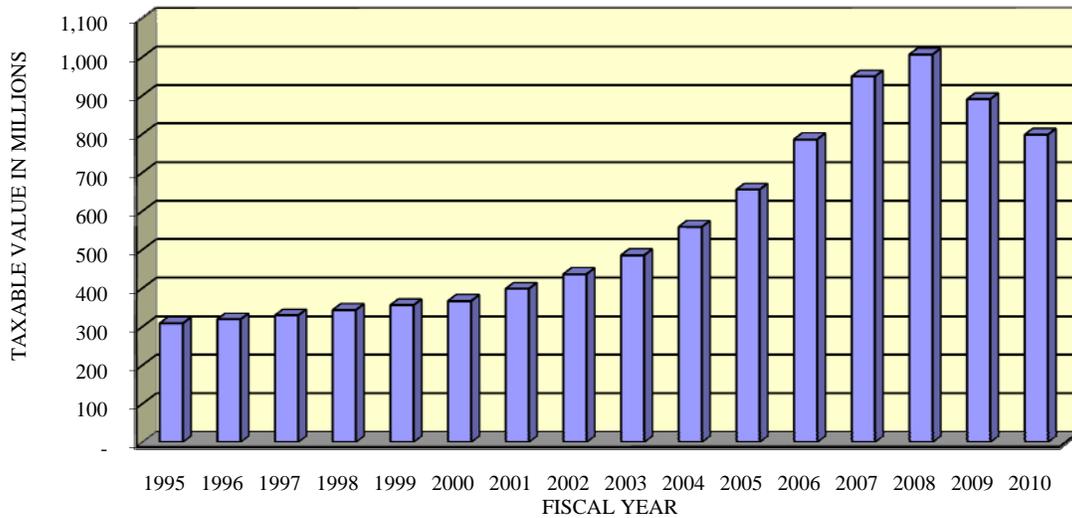
FINANCIAL POLICIES

**CITY OF GULFPORT
FY 2009/2010**

FY 2010 Financial Summary

For FY 2010, the taxable value of real and personal property within the City of Gulfport decreased by 10.5%. As indicated below, this represents a decrease in taxable value of existing properties of \$93,954,419 (-10.7%), and an increase of \$2,534,592 (0.2%) for the 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 96% is used in Gulfport for budgeting purposes.

TAXABLE PROPERTY VALUES

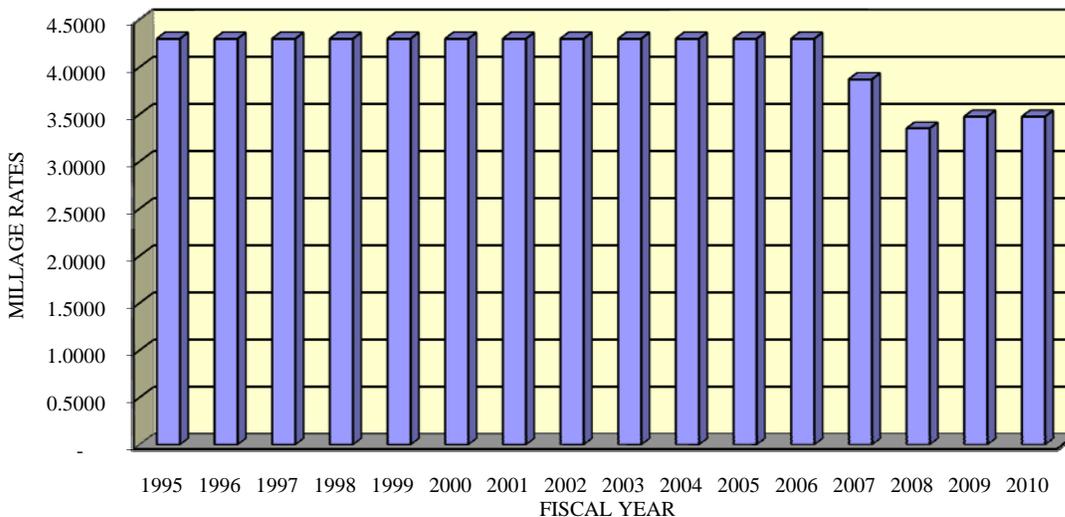


TAXABLE VALUES

Valuation Component	Taxable Valuation
FY '09 Gross Taxable Value	\$890,284,920
FY '10 Net of New Construction & Deletions	2,534,592
FY '10 Net Increases in Value of Existing Property	(93,954,419)
TOTAL DECREASE:	(91,419,827)
FY '10 Gross Taxable Valuation	\$ 798,865,093
Decrease from FY '09	-10.5%

The millage rate of 3.4742 mills per \$1000 of assessed property value remains unchanged for FY 2009-10. Maintaining the same millage rate for FY 2009-10 as was in place for FY 2008-09 or 3.4742 mills results in the loss of \$294,402 in cumulative ad valorem property tax revenue when applied against the 10.7% decline in assessed property valuations. Beginning in FY 2006-07 the City of Gulfport lowered the millage rate from the historic rate of 4.3 mills. From FY 2007-08 thru present FY 2009-10 cumulative ad valorem property tax revenues have declined from either lower adopted millage rates or decreases in assessed property valuations. The graph below highlights the adopted millage rates from FY 1995 thru FY 2010.

MILLAGE RATES PER \$1000 OF ASSESED VALUE



The City of Gulfport has a population of 12,910 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 annual General Fund revenue.
- To the extent that unreserved General Fund balance exceeds twenty-five (25) percent of the General Fund revenue at the Fiscal Year end, the City may draw upon the fund balance provided a minimum undesignated fund balance of 25% is maintained each and every year in the Five-Year Service and Capital Plan approved by the City Council.

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

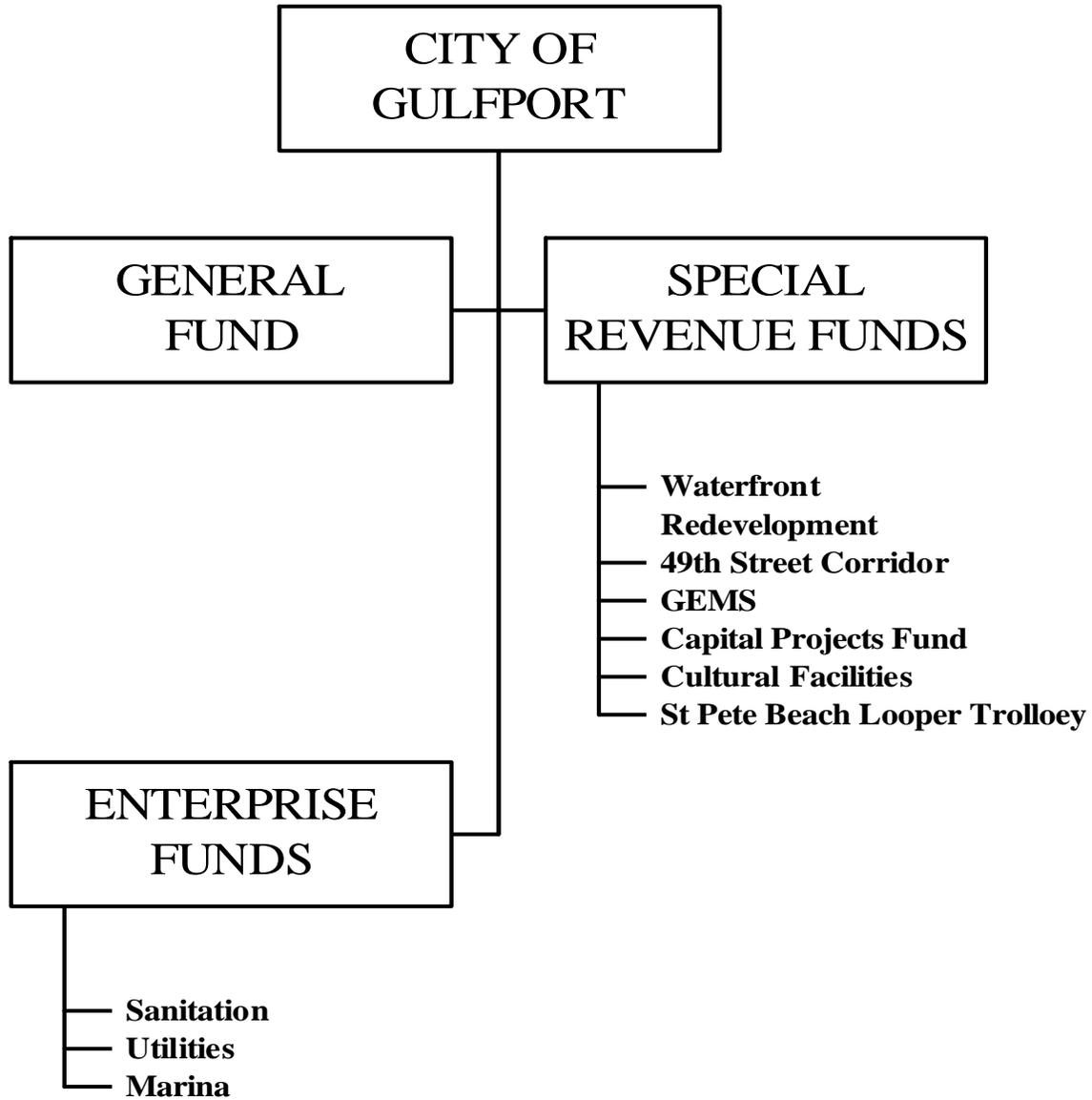
- Maintain the overall quality of life for residents.
- Maintain the quality and variety of services provided.
- Meet current infrastructure maintenance needs before acquiring or building additional infrastructure.
- Review operating surpluses or losses in enterprise funds to identify the sufficiency 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 and identify associated funding sources.
- 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.
- Each year a closing resolution will be submitted to the Mayor and Council to obtain formal authorization to close completed capital projects.

FUND STRUCTURE



Fund Analysis

To meet major community priorities, the approved budget for FY 2009-10 is \$24,535,751 million compared to \$26,034,288 million for FY 2008-09, a decrease of \$1,498,537 (5.76%), and includes:

Significant Overall Budget Adjustments

- Suspension of Longevity Bonus for employees
- Suspension of Cola for non bargaining unit general employees
- Suspension of Employee Tuition Reimbursement Program
- Reduced available employee merit increase from 4% to 2%
- A 7% increase in the City's cost for health insurance premiums with a decrease in the benefits package offered.
- Significant Liability, Property, Workmen's Comp, Auto Insurance savings
- Increased Pension contributions to all funds – with the exception of management staff.
- Reduction in estimated fuel costs Citywide.

Highlights of the General Fund Budget:

A General Fund budget of \$10,554,914 was adopted that funds core city services. This represents a \$578,161 (5.19%) budget reduction from 2008–09.

Fiscal Year 2010 Revenues:

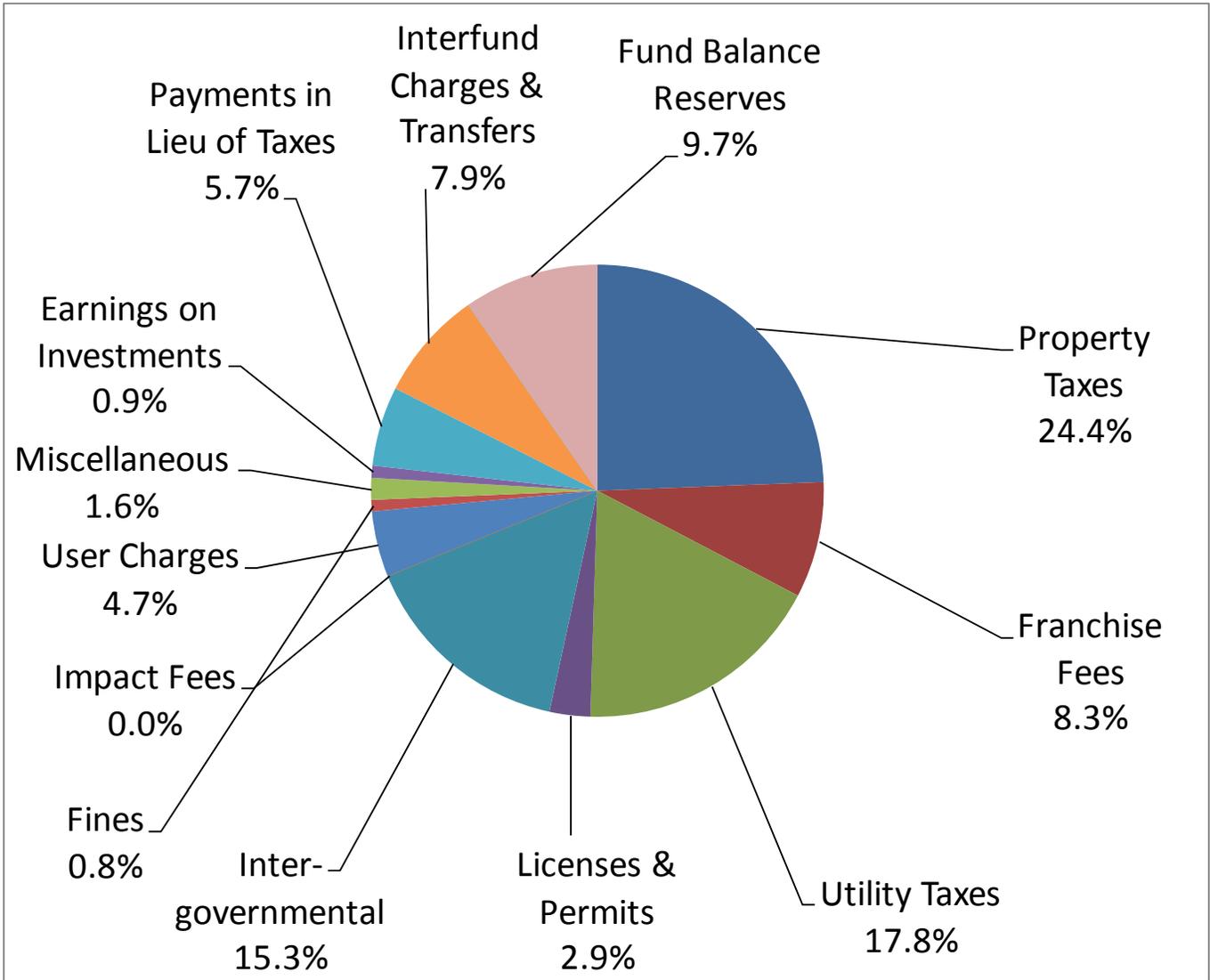
- Utilization of \$1,018,942 in estimated current FY 2009 savings of appropriated expenditures. Beginning in October 2008, an endeavor was put into place to save 10% of the total FY 2009 General Fund appropriation of \$11,133,075.
- FY 2010 property tax revenues have decreased 9.5%, or \$270,294 due to the decreases in taxable values.
- Reduce dependency on Utility (Water & Sewer) PILOT fund transfers to the General Fund in the amount of \$759,137 to allow the Utility Fund to stabilize and rebuild available fund balances.
- Interest earnings, have decreased by 35.3%, or \$50,119,
- Pinellas County EMS funding decreased by 33.4 % or \$192,570.
- Due to the economic climate, continued substantial decreases in the Half-Cent Sales Tax, State Revenue Sharing and other related revenues are projected to result in a decrease of \$150,000 in Fiscal 2010.
- Due to the market performance of the City sponsored General Employee Defined Benefit Pension Plan, it is necessary to maintain the available balance in the Plan's stabilization reserve fund – the previous year's practice of annually transferring \$100,000 to subsidize the General Fund is being discontinued.
- Pinellas Public Library Cooperative funding to the City decreased 4.1% or \$8,611.

Fiscal Year 2010 - When combined with property tax decreases, the total impact to the present revenue streams amount to a 10.6% or \$959,880 decrease in total General Fund revenue. The chart on the next page details the revenue sources and amounts for the General Fund for FY 2010 compared to the prior FY 2009. The pie chart that follows details the sources of General Fund revenue by percentage for FY 2010.

REVENUE INCREASE/DECREASE – GENERAL FUND
 Comparison of FY 2010 Budget with FY 2009 Budget

SOURCES/USES	BUDGET FY 2009	BUDGET FY 2010	CHANGE
REVENUES/SOURCES			
Property Taxes	2,844,217	2,573,923	-9.5%
Franchise Fees	874,500	874,500	0.0%
Utility Taxes	1,884,307	1,881,307	-0.2%
Licenses & Permits	306,312	306,312	0.0%
Intergovernmental	2,085,254	1,630,473	-21.8%
Impact Fees	-	-	0.0%
User Charges	614,876	494,818	-19.5%
Fines	73,200	86,849	18.6%
Miscellaneous	239,964	164,687	-31.4%
Earnings on Investments	142,000	91,881	-35.3%
Payments in Lieu of Taxes	1,280,725	600,000	-53.2%
Interfund Charges & Transfers	692,975	831,222	19.9%
Loan Repayment	94,745	-	-100.0%
Fund Balance Reserves		1,018,942	
TOTAL	11,133,075	10,554,914	-5.2%
Less Interfund Chges/Transfers/Res	(2,068,445)	(2,450,164)	18.5%
ADJUSTED TOTAL	9,064,630	8,104,750	-10.6%

FY 2010 REVENUES BY TYPE – GENERAL FUND



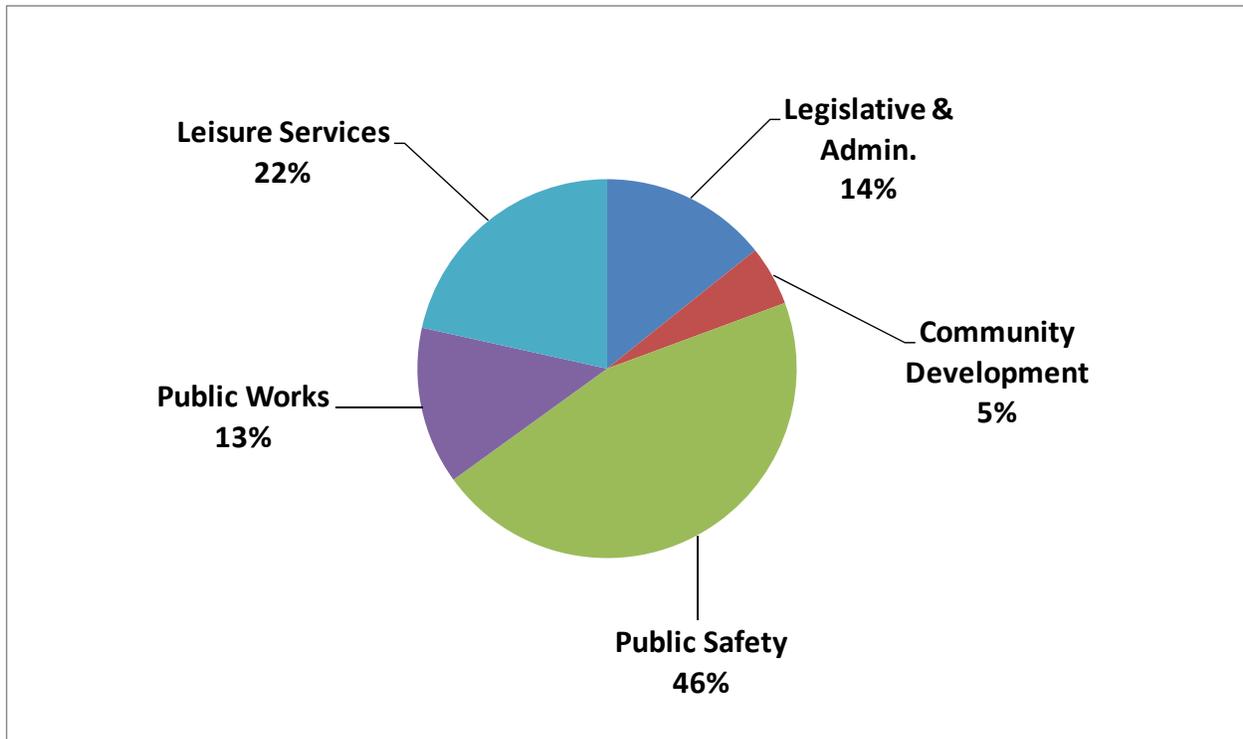
Fiscal Year 2010 Expenditures:

- Enhance Fire Safety within the community by reinstating the previously eliminated Fire Captain position. It is anticipated that the addition of the Captain position will enable the Department to dedicate more resources to emergency management, advanced training, technical services capabilities, improvement of the Citizen’s Emergency Response Team (CERT) program, the Fire Department’s Volunteer and Explorer programs
- The Police Department budget includes the reduction of two (2) sworn police officer positions and one (1) records technician. The reduction in sworn officers is absorbed by

the elimination of one Lieutenant's position and the removal of a presently vacant Youth Resource Officer position.

- Reduction of staffing in Administrative Services – by the reclassification of a staff assistant from full time to Part time. Switchboard tasks have been delegated to remaining staff, when position meets its allocated part-time hours
- Reduction in contractual planning services with Community Development. The Community Development Department has successfully utilized this year's appropriation to move forward with WRD and 49th Street Mixed Use projects and initiating the Annexation process. Subsequently, no special large under takings are foreseen this Fiscal Year.
- Elimination of one (1) Parks FTE position - Municipal Maintenance Worker; this position is now vacant due to an individual's retirement. Custodial; Tasks related to this position will be absorbed by the redeployment of staff and the use of a private janitorial firm.
- Employee Compensation provides for the following as provided for within the City's previously approved Collective Bargaining Agreements and existing General Employees Pay Plan.
- IAFF Contract (Firefighters Union) annual compensation enhancements and benefits:
 - A Merit increase of 2.5/3.5% increase based on seniority
 - A COLA of 3%
 - A "Longevity Bonus"
- FOP (Police Union) annual compensation enhancements and benefits:
 - The suspension of the "Longevity Bonus" program
 - Reduction of COLA from 3.5% to 2%
 - Merit reduction from 2.5% to 2%
 - Suspension of the Performance Bonus program
- Proposed General Employee compensation adjustments for FY 09/10:
 - The suspension of the "Longevity Bonus" program
 - The suspension of the COLA
 - Merit reduction from 4% to 2%

FY 2010 GENERAL FUND EXPENDITURES BY FUNCTION



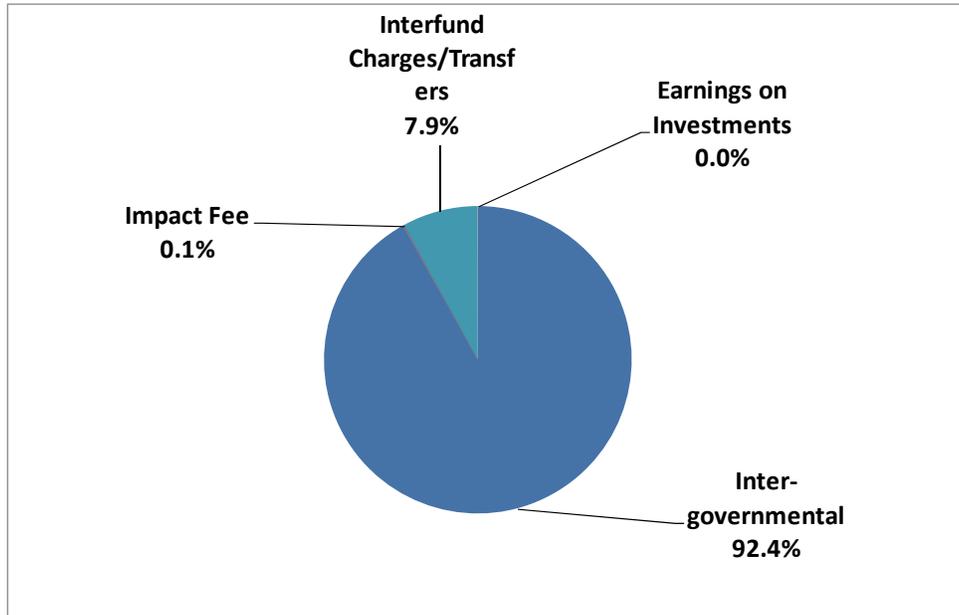
Highlights of the Special Revenue Funds Budgets:

Capital Projects Fund:

The Capital Projects Fund is a special revenue fund, which accounts for the receipt and expenditure of the City's portion of the Local Option Infrastructure Surtax (One-Cent Sales Tax) levies by Pinellas County. This tax was extended an additional ten years to 2020 by a referendum held in FY 2007. The proceeds can be used for public infrastructure projects the purchase of some kinds of vehicles and related equipment used in public safety programs. Also included in this fund are transportation impact fees and grants received for specific capital projects.

Until 2007 this revenue normally grew at a rate of 4% annually; however, the continued economic recession has required that estimates for FY '10 be reduced by approximately \$142,923 or 11.8% compared to FY '09.

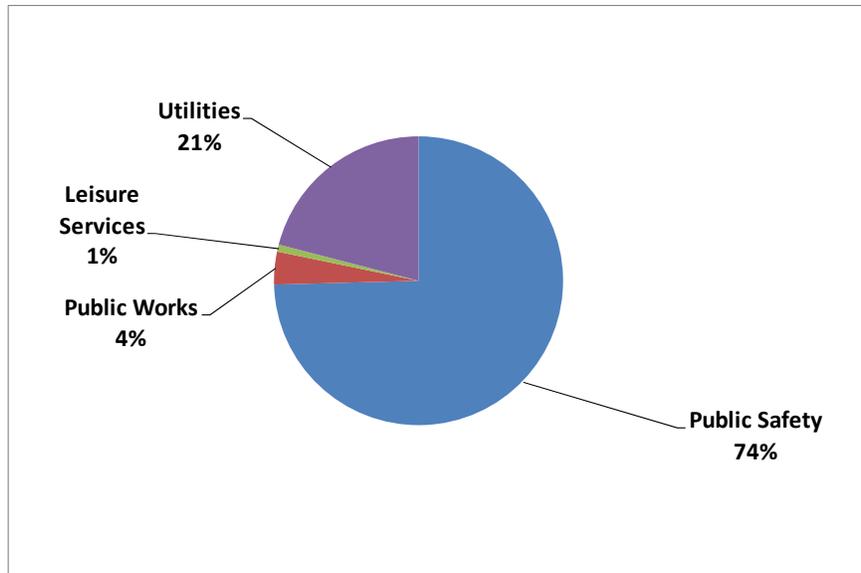
FY 2010 CAPITAL PROJECTS FUND REVENUES BY TYPE



Expenditures from this fund include the following infrastructure improvements and public safety equipment:

• Police Vehicles (2)	\$ 68,250
• Replacement Laptop Computers for Police Cars (5)	28,088
• Tennis Court Light Replacement	30,000
• General Building Facility Improvements	70,000
• Sidewalks	20,000
• Street Resurfacing/Brick Restoration	50,000
• Grant – Relocation of Police Station to 49 th Street	2,750,000
• Transfer to Water/Sewer Utility	<u>800,000</u>
Total:	\$3,816,338

FY 2010 CAPITAL PROJECTS FUND EXPENDITURES BY FUNCTION



The Waterfront Redevelopment District:

The Waterfront Redevelopment District was established in 1993. The Waterfront area is economically vital to the community. This area has been established as a Tax Increment Financing District (TIF).

Tax increment financing is a statutory tool to promote economic development, redevelopment and housing in areas where it otherwise would not have occurred. TIF enables a city to “capture” additional property taxes generated by new development or redevelopment to pay for activities that redevelop and promote the economic vitality of the area. These monies can only be used for development within the district.

Property tax reduction laws also apply to TIF funds, because they are derived from the City’s property taxes for that and Pinellas County’s County-wide millage. FY 2010 property tax revenues within the Waterfront Redevelopment District TIF funds have decreased 18.3%, or \$50,293 due to the decreases in taxable values.

Twenty-five percent of the personnel costs associated with the Community Development Director and Planner are assigned to this fund. Operating costs include the cost of engineering, banners and holiday lighting displays. Community events, such as the 4th of July celebration and sponsorship and co-sponsorship of the multitude of community events are also included in this fund.

The St. Pete Beach Looper Trolley:

A St. Pete Beach to Gulfport looper trolley is included in the budget for the first time as a separate special revenue fund. Revenues and expenses for this effort were previously included within the Waterfront redevelopment District fund. This is a major cooperative venture with the Pinellas Suncoast Transit Authority (PSTA) and the Florida Department of Transportation (FDOT). Under this plan a looper trolley runs between the heart of the Waterfront District and Corey Avenue in St. Pete Beach and points in-between. The service runs between 8:00 a.m. and 10:00 p.m. Monday through Saturday. The purpose of this project is to provide a direct route to the Waterfront District for those riding the Beach Trolley and tourists from St. Pete Beach.

The 49th Street Redevelopment District:

Resolution 98-18 enacted the 49th Street Corridor Redevelopment District in 1998. The purpose was to create an Economic Development Advisory Committee charged with developing a plan for economic redevelopment that would include specific projects. The City relies on private investment; and city, county, state and federal grant dollars to make improvements in the District.

Tax increment financing is not used as a strategy for funding activities in this fund, as is the case with the Waterfront Redevelopment District. Grants and transfers from the General and Capital

Projects Funds support all activities in this fund. For FY 2010 the only major capital project included is the installation of Tangerine Parkway Trail, a project funded through FRDAP, CDBG grant funds.

Twenty-five percent of the personnel costs associated with the Community Development Director, Principal Planner and Planner are assigned to this fund. Operating costs include holiday lighting displays for the district.

GEMS Fund:

The Gems Fund is a special revenue fund that accounts for the receipt and expenditure of transfers, grants and fees generated by the Gulfport Extended Mobility System. It is a portal-to-portal transportation system for the senior citizen over the age of 55 and disabled residents of the City who are unable to use conventional modes of transportation. The City expects to receive a grant from the Tampa Bay Regional Planning Council to replace a mini-bus.

A major feature of the GEMS program is that it is dependent on the General Fund for the vast majority of its funding. The General Fund subsidy has historically been about \$150,000 annually, and staff has been unable to identify any grant funds to support operations. Presently, all federal dollars for elderly/handicapped transportation are used to support the program operated by Neighborly Senior Services. In order to compete for this funding the City would be required to submit a proposal to service all of Pinellas and Pasco Counties. The fund has an estimated reserve balance of approximately \$93,550 going into FY 2010 thus allowing for a much lower than normal general fund subsidy totaling \$50,000.

This is a service-oriented fund, and therefore, personnel costs make up the major portion of expenditures. Operating costs mainly consist of fuel, insurance and maintenance on the buses used for transportation. Capital expense this year is to replace a mini-bus.

Cultural Facilities Fund

The Cultural Facilities Fund is a Special Revenue Fund used to account for the financial activity associated with the operation of the Catherine A. Hickman Theater and the Casino Ballroom. The Catherine A. Hickman Theater is a 173-seat theater that provides a venue for a variety of arts, cultural, community and corporate events. The Gulfport Casino Ballroom contains a 5,000 square foot hardwood ballroom dance floor, bayside verandah, 5 boat slips, catering kitchen and full-service bar. The ballroom provides a venue for a variety of activities ranging from dances and concerts to wedding receptions. Examination of the Cultural Facilities Fund Summary shows that these facilities operate at a net loss. This condition is not unique to the City of Gulfport. The majority of local government cultural facilities require operating subsidies. For FY 2010 the Casino will be closed on Mondays in an effort to reduce staffing costs and facility overhead.

A substantial transfer or contribution of \$215,000 from the General Fund is required for FY 2010. Higher than expected losses for FY 2009 operations coupled with the return of \$100,000

to the Waterfront Redevelopment fund account for the estimated \$100,000 negative FY 2010 beginning fund balance within the Cultural Facilities fund.

Highlights of the Enterprise Funds Budgets:

Sanitation Fund:

The Sanitation Fund is an enterprise fund that accounts for financial activity associated with the operation of the City's solid waste collection service. Collection activities include residential service at curb, or other locations at the residents request, 300 gallon commercial containers and commercial dumpster service with 4 and 6 yard containers. Yard waste is collected each Wednesday and recycled into mulch. Bulk items such as furniture and appliances are scheduled as special pick-ups and done at the property owner's request.

The Fund is self-supporting through the use of service fees. Solid Waste is disposed at Pinellas County's refuse-to-energy facility at the rate of \$37.50 per ton; or fees ranging from \$15 to \$26 per ton for recyclable yard waste, depending on the recycling facility.

There is no proposed increase in subscription service fees for FY '10. Currently, revenues are sufficient to cover operations for this Fund. Fund balance reserves need only be sufficient to cover capital expenditures for equipment replacement. The approved FY 2010 budget reduces the Sanitation Fund PILOT to General Fund by \$39,491 or 28.3%. The only capital expense proposed for the year is a replacement recycling truck at a cost of \$192,500.

The FY '10 Budget includes funds to continue the implementation of automated service for residential accounts. Also continued will be the City's special pick-up program that includes the pick-up and disposal of most items that are not typically handled by most sanitation services; including propane gas cylinders, limited construction demolition debris, tires, electronic equipment, and other items.

A factor that could affect the financial health of the Fund includes potential rate increases by Pinellas County for use of the Solid Waste Disposal Facility. "Tipping Fees" have remained at \$37.50 per ton for a number of years and represent 23% of the Fund budget. According to County officials, no increase in tipping fees is expected in the near future, and there have been discussions about using some of the Solid Waste Disposal Facility's fund balance for provide grants to cities performing curbside recycling.

Utilities Fund:

The Utilities Fund is an enterprise fund used to account for the financial activity associated with the operation of the City's water, sewer and stormwater utility. The City's water system supplies potable water to homes and business located within the boundaries of the City as well as a portion of the unincorporated area of Pinellas County. Water is obtained from the City of St. Petersburg through the Tampa Bay Water Authority. The City of Gulfport maintains mains,

service lines, valves, hydrants, meters and backflow devices. The City also reads water meters and performs water quality inspections. The City's sanitary sewer system is a wastewater collection system composed of laterals, mains, and two lift stations. A lift station at 58th Street and Shore Boulevard South runs a force main to the station located at the City Marina that then pumps to the City of St. Petersburg's wastewater treatment plant. Wastewater is treated by the City of St. Petersburg under an interlocal agreement. The Stormwater Division plans and constructs drainage systems and structures and provides maintenance of storm drains, storm lines, grates and culverts.

This fund is under significant pressure. Many costs, heretofore assigned to the General Fund have been reallocated to this fund. This includes the cost of customer service staff at City Hall, the street sweeping contract with St. Petersburg that is required under NPDES (National Pollutant Discharge Elimination Systems), and other related costs. The 7.5% "Payment-in-Lieu-of-Taxes" assessed on recurring revenues in FY '08 and continued in FY '09 has been discontinued for FY '10. A total reduction of \$759,137 in Utility (Water & Sewer) PILOT fund transfers to the General Fund has been approved for FY 2010 to allow the Utility Fund to stabilize and rebuild available fund balances.

Significant renewal and replacement work is necessary on sewer and water lines. The Environmental Protection Agency (EPA) has found the City in violation of wastewater treatment standards and requires that excessive infiltration be abated. Moreover, the majority of the City's potable water system is equipped with galvanized pipe or very old ductile iron pipe that requires replacement.

Another significant factor that can affect the Utilities Fund is the amount charged by the City of St. Petersburg for supplying potable water and for the treatment of the City's wastewater. The budget provides for an increase of 5% for each of these services – which are consistent with the charges for FY 2008 reported by the City of St. Petersburg. This is subject to change at any notice and neither Gulfport nor St. Petersburg has any choice in the matter because wholesale rates are established by the supplier – West Coast Regional Water Supply Authority.

For the past several years there has been a transfer from the Capital Projects Fund to the Utilities Fund to help fund deferred renewal and replacement of sewer and water pipes. This transfer is again allocated in the amount of \$400,000 for water pipes and \$300,000 for sewer pipes. The funds come from a local option sales tax, which due to the recession, has seen collections reduced over the past few years.

Marina Fund

The Marina Fund is an enterprise fund used to account for the financial activity associated with the operation of the Gulfport Municipal Marina and facilities within Gulfport's corporate waters. The Marina provides easy access to the Gulf of Mexico and the Intercoastal waterway. There are 191 slips available to the Gulfport residents as well as 56 slips leased to the Boca Ciega Yacht Club for a total of 247 slips. The Gulfport Municipal Marina is a full service marina and includes a boat-launching ramp utilized by 13,000 patrons annually. Marina staff assists in the pump-out of 700 vessels annually evacuating approximately 14,000 gallons of sewage each year. The facility provides fueling for approximately 7,000 vessels a year as well as a ship store that contains various sundries for boating patrons.

The approved FY 2010 budget continues the use of a “Payment-in-Lieu-of-Taxes” (PILOT) to assist the General Fund. An increase in the Marina Fund PILOT to General Fund of \$117,903 or 31% has been approved for FY 2010, (Basically this amount replaces previous annual loan repayment amount to General Fund). The cost of the PILOT will ultimately be borne by lessees.

**City of Gulfport
Revenue Worksheet**

FY 2010 GENERAL FUND REVENUE

<u>Account #</u>	<u>Description</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Actual</u>	<u>Budget 2009</u>	<u>Budget 2010</u>	<u>% of FY 10 Budget</u>
001-311.10	Current Property Taxes	2,655,541	3,166,975	3,416,991	3,133,851	2,844,217	2,573,923	24.39%
001-311.20	Prior Yr. Property Tax	10,468	4,375	7,122	15,381	0	0	0.00%
TOTAL - Ad Valorem		2,666,009	3,171,350	3,424,113	3,149,232	2,844,217	2,573,923	24.39%
001-312.40	Local Option Fuel Tax	117,870	126,309	112,549	166,453	182,400	162,400	1.54%
001-313.10	Electricity	619,799	716,025	710,175	706,680	862,500	862,500	8.17%
001-313.20	Telephone (*)	0	0	0	0	0	0	0.00%
001-313.40	Gas	11,582	14,602	10,985	13,552	12,000	12,000	0.11%
001-313.50	Cable TV (*)	0	0	0	0	0	0	0.00%
TOTAL - Franchise Fees		631,381	730,627	721,160	720,232	874,500	874,500	8.29%
001-314.10	Electricity	694,986	743,774	722,653	747,417	864,293	874,293	8.28%
001-314.20	Telephone(*)	0	0	0	0	0	0	0.00%
001-314.30	Utility Tax/Water	182,536	194,967	203,014	180,179	219,433	219,433	2.08%
001-314.01	Reclaimed Water (St. Pete)	2,255	2,439	2,623	2,961	0	3,000	0.03%
001-314.40	Natural Gas	16,164	13,575	15,527	10,676	16,310	16,310	0.15%
001-314.70	Fuel Oil	183	0	0	0	0	0	0.00%
001-314.80	Propane	15,469	16,059	15,100	19,774	14,000	18,000	0.17%
001-315.20	Telephone/Cable	560,145	554,615	576,288	552,968	587,871	587,871	5.57%
TOTAL - Utility Taxes		1,471,738	1,525,429	1,535,205	1,513,975	1,701,907	1,718,907	16.29%
LICENSES & PERMITS								0.00%
001-321.10	Occupational Licenses	56,910	57,322	57,189	90,220	58,108	58,108	0.55%
001-322.10	Building Permits	132,741	191,345	104,745	119,358	175,972	175,972	1.67%
001-322.11	Electrical Permits	15,028	15,949	12,949	10,673	54,681	54,681	0.52%
001-322.12	Gas Permits	1,708	1,317	888	1,404	0	0	0.00%
001-322.13	Plumbing Permits	8,394	11,068	6,692	7,240	0	0	0.00%
001-322.14	Mechanical Permits	13,713	14,528	11,864	25,805	0	0	0.00%
001-329.00	Other Permits, Fees			70	5,687			0.00%
001-329.10	Tree Bank Account	950	400	1,750	15,950	0	0	0.00%
001-329.20	Zoning Fees	13,840	14,505	7,790	8,125	17,551	17,551	0.17%
TOTAL - Licences & Permits		243,284	306,434	203,937	284,462	306,312	306,312	2.90%
001-331.21	Dept. of Justice Vest Grt	284	10,500	1,488	0	1,200	1,200	0.01%
001-331.22	Local Law Enforcement Grt	0	0	4,335	7,916	16,000	16,000	0.15%
001-331.22.01	LLEBG-Windtalkers	6,329	0	0	0	0	0	0.00%
001-331.23	Fire Grants	52,650	0	0	0	0	0	0.00%
001-331.23.01	COPS MORE Grant	0	0	0	0	0	0	0.00%
001-331.24	FL Bureau of EMS	0	0	0	0	0	0	0.00%
001-331.25	DOJ - CopsMore	0	34,000	0	0	0	0	0.00%
001-331.26	Locator Program -NCM	0	0	0	0	0	0	0.00%
001-331.56	Miscellaneous Grants	0	0	0	0	100,000	0	0.00%
001-331.62	FEMA Mitigation Grant	0	0	0	0	0	0	0.00%
001-331.69	OOA Title III	12,052	17,613	27,998	12,013	12,000	12,000	0.11%
001-331.90	CDBG ADA Grt - Scout Hall	0	0	0	0	0	0	0.00%
TOTAL - Federal Grants		71,315	62,113	33,821	19,929	129,200	29,200	0.28%
001-334.21	St. Attorney Victim Adv	37,138	17,339	0	0	0	0	0.00%
001-334.22	Florida Dept. of Law Enforcement	0	0	0	0	0	0	0.00%
001-334.23	Fl. Dept. of Transportation	0	0	0	0	0	0	0.00%
001-334.24	Share the Road	1,230	0	0	0	0	0	0.00%
001-334.50	Dept of Comm Affairs	0	0	0	0	0	0	0.00%
TOTAL - State Grants		38,368	17,339	0	0	0	0	0.00%
001-335.11	Cigarette Tax	0	0	0	0			0.00%

001-335.12	State Revenue Sharing	427,811	436,191	412,529	354,623	416,120	366,120	3.47%
		<i>FY 2005</i>	<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>	<i>Budget</i>	<i>Budget</i>	<i>% of FY 10</i>
<i>Account #</i>	<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>2009</i>	<i>2010</i>	<i>Budget</i>
001-335.14	Mobile Home Licenses	705	647	446	385	0	0	0.00%
001-335.15	Beverage Licenses	5,343	9,478	5,552	5,506	5,998	5,998	0.06%
001-335.18	Local Gov. Half-Cent Sales	713,350	754,315	723,283	683,695	737,821	637,821	6.04%
001-335.20	Firefighters Supp Comp	1,502	0	0	0	3,600	0	0.00%
	TOTAL - State Shared Revenue	1,148,711	1,200,631	1,141,810	1,044,209	1,163,539	1,009,939	9.57%
001-334-10	Bright House Networks	0	0	0	0		0	0.00%
001-335.41	Fuel Tax Rebate	11,531	9,389	9,374	8,923	8,400	8,400	0.08%
001-337.20	Emergency Medical Service	509,210	528,560	552,346	568,862	575,504	382,934	3.63%
001-337.22	ALS First Responder Agrmt	1,050	900	1,200	1,200	0	0	0.00%
001-337.67	Youth As Resources - Pinellas C.	0	0	0	0	0	0	0.00%
001-337.7701	Pinellas Cnty intergenerational	0	0	2,400	2,103	0	0	0.00%
001-337.7702	Family Involvement	1,648	804	0	0	0	0	0.00%
	TOTAL - Local Shared Revenue	523,439	539,653	565,320	581,088	583,904	391,334	3.71%
001-338.10	PPLC	185,780	213,311	243,440	231,543	208,611	200,000	1.89%
001-342.10	Police Services	18,937	17,341	10,147	76,421	10,765	75,000	0.71%
001-342.20	Fire Inspections	2,515	1,495	7,363	13,290	10,000	10,000	0.09%
001-341.20	Internal Service Charges	351,645	208,299	209,285	237,465	364,000	218,118	2.07%
001-343.70	Revenue Write-off	0	0	0	0	0	0	0.00%
001-346.90	Multipurpose Center	3,836	4,027	10,114	3,392	5,500	5,500	0.05%
001-346.90.01	Neighborly Senior Srv	10,707	10,042	9,944	10,192	9,400	9,400	0.09%
001-347.21	Recreation Activity Fees	111,692	129,049	114,563	101,379	164,911	125,000	1.18%
001-347.21.01	Spirngfest - Auto Show	3,180	3,375	0	0	0	0	0.00%
001-347.21.02	Recreation Non-Resident Fee	20,708	25,652	32,837	28,378	32,000	32,000	0.30%
001-347.21.03	Skate Park Stickers	1,515	550	406	190	1,500	1,500	0.01%
001-347.21.06	July 4th Vendors		320					0.00%
001-347.29	Hoyt Field	557	578	478	644	1,000	2,500	0.02%
001-349.10	Collection Charges	10,988	9,116	10,313	9,506	10,000	10,000	0.09%
001-349.20	Beach Parking	100	0	0	0	0	0	0.00%
001-349.30	Street Signs	0	0	0	0	0	0	0.00%
001-349.40	Title Search Fees	9,545	6,910	4,620	5,590	5,000	5,000	0.05%
001-349.50	Union Adm. Fees	<u>690</u>	<u>550</u>	<u>735</u>	690	800	800	0.01%
	TOTAL - Charges for Services	546,615	417,304	410,805	487,137	614,876	494,818	4.69%
001-351.10	Court Fines	59,956	61,598	54,643	52,955	50,000	63,649	0.60%
001-351.20	Confiscated Property	0	17,216	53	1,827	0	0	0.00%
001-351.30	Police Education	2,755	2,397	2,712	2,800	3,200	3,200	0.03%
001-352.00	Library Fines and Fees	17,451	10,881	10,391	8,403	10,000	10,000	0.09%
001-359.00	Forfeiture Distributions	0	(59,745)	505	2,000	0	0	0.00%
001-354.10	Violations of Local Ordin	<u>4,515</u>	<u>43,060</u>	<u>12,608</u>	17,581	10,000	10,000	0.09%
	TOTAL - Fines & Forfeitures	84,677	75,407	80,912	85,566	73,200	86,849	0.82%
001-361.10	Investments	131,618	117,958	135,390	55,982	92,000	41,881	0.40%
001-361.11	State Board of Admin.	31,594	56,618	68,289	10,546	5,000	0	0.00%
001-361.12	BOA Money Market				52,778		20,000	0.19%
001-361.30	Inc.Decr in FMV Invest	(52,000)	13,423	42,267	58,070	0	0	0.00%
001-361.32	Tax Collector	1,930	8,391	10,363	5,402	10,000	5,000	0.05%
001-361.39	Other Interest on Demand	7,926	30,434	38,807	44,710	35,000	25,000	0.24%
001-361.40	Code Violations Interest	<u>7,198</u>	<u>7,916</u>	<u>1,377</u>	2,214	0	0	0.00%
	TOTAL - Investment Earnings	128,266	234,740	296,493	229,702	142,000	91,881	0.87%
001-362.10	Rental Properties - Tower	34,474	38,467	39,746	41,059	28,568	42,291	0.40%
001-362.17	Rental Properties - Boca Ciega	16,100	0	8,260	2,947	0	0	0.00%
001-362.20	Recreation Center	1,433	3,214	2,604	3,836	2,000	2,000	0.02%
001-362.30	Gulfport Yacht Club	20,000	20,000	22,500	22,500	20,000	22,500	0.21%
001-362.40	Scout Hall - Community Players	0	0	0	0	0	0	0.00%
001-362.50	Senior Center	0	0	0	0	1,000	1,000	0.01%
001-362.70	Field Rentals	4,627	5,185	4,310	1,000	4,000	4,000	0.04%
001-362.60	City Trolley	<u>228</u>	<u>0</u>	<u>0</u>	0	1,000	1,000	0.01%
	TOTAL - Rents & Royalties	76,862	66,866	77,420	71,342	56,568	72,791	0.69%

<u>Account #</u>	<u>Description</u>	<u>FY 2005</u> <u>Actual</u>	<u>FY 2006</u> <u>Actual</u>	<u>FY 2007</u> <u>Actual</u>	<u>FY 2008</u> <u>Actual</u>	<u>Budget</u> <u>2009</u>	<u>Budget</u> <u>2010</u>	<u>% of FY 10</u> <u>Budget</u>
001-363.24	Impact Fees	10,384	0	0		0		0.00%
001-364.41	Surplus Equipment	25,447	6,598	37,427	55,609	40,000	40,000	0.38%
001-364.42	Insurance Proceeds	5,920	26,923	14,949	5,766	0	0	0.00%
001-365.10	Scrap	1,471	2,927	1,090	2,274	0	0	0.00%
001-365.11	Marina Salvage - Employee Recog			531	663			0.00%
TOTAL - Fixed Asset Sales		32,838	36,448	53,997	64,312	40,000	40,000	0.38%
001-366.45	Recreation	9,230	10,005	9,224	10,459	1,500	10,000	0.09%
001-366.46	Donations/Library	1,805	1,935	571	601	1,500	1,500	0.01%
001-366.47	Donations/PUB		1,640	1,147				0.00%
001-366.50	Fire Dept.	30	0	1,000	0	1,500	1,500	0.01%
001-366.51	Contributions CERT				1,404			0.00%
001-366.52	Rec/Donations/School				800			0.00%
001-366.60	PD Comm Resource Sp Event	0	(397)	694	191	1,500	1,500	0.01%
001-366.62	PD Contribution - WAL		1,000	2,250				0.00%
001-366.70	Theater	0	0	0	0	0		0.00%
001-366.90	Contributions	250	1,079	798	6,769	2,500	2,500	0.02%
001-366.97	Senior Center	4,378	4,224	7,712	8,897	9,896	9,896	0.09%
001-367.00	Gain/Loss Sale of Invest	1,103	0	0	0	0	0	0.00%
001-369.20	Transfer from Library Res	0	0	0	0	0	0	0.00%
001-369.30	Refund of Prior Year	137,936	6,612	1,428	3,822	0	0	0.00%
001-369.40	Vending Machine Sales	7,500	5,716	4,950	3,705	5,000	5,000	0.05%
001-369.40.01	ICEE Revenue			1,443	239			0.00%
001-369.90	Other Misc. Rev.	9,383	6,155	5,431	11,631	120,000	20,000	0.19%
001-369.9001	Attorney Fees Recovered	4	0	0	0	0	0	0.00%
001-369.90.02	Election Fees	216	144	576	0	0	0	0.00%
001-369.90.03	Police Explorers	376	271	60	370	0	0	0.00%
001-369.90.04	Fire Explorers	0	2,500	1,200	1,200	0	0	0.00%
001-369.91	Police/Fire Training Rem	25,258	1,291	43	0	0	0	0.00%
TOTAL - Contributions		197,469	42,175	38,527	50,088	143,396	51,896	0.49%
001-381.40	Sanitation	167,194	176,440	180,319	183,370	186,688	181,532	1.72%
001-381.41	Water & Sewer	357,085	372,696	407,282	436,742	426,514	404,396	3.83%
001-381.42	49th Street						80,000	
001-381.43	Cultural Activities	31,086	30,974	36,158	0	0	0	0.00%
001-381.44	GEMS	0	0	0	0	0	0	0.00%
001-381.46	Marina	111,570	126,302	129,538	155,363	174,518	165,294	1.57%
TOTAL - Administrative Overhead		666,935	706,412	753,297	775,475	787,720	831,222	7.88%
001-382.10	Sanitation	0	0	0	136,402	139,491	100,000	0.95%
001-382.20	Water & Sewer	81,000	0	0	317,688	759,137	0	0.00%
001-382.30	Marina	180,000	119,750	107,311	263,433	382,097	500,000	4.74%
001-382.40	Cultural Activities	0	0	0				0.00%
001-382.50	GEMS	0	0	0				0.00%
TOTAL - Contributions/PILOT		261,000	119,750	107,311	717,523	1,280,725	600,000	5.68%
001-389-01	Appropriated Surplus	1,778,449	1,461,056	1,034,980	11,624	0	1,018,942	9.65%
General Fund Totals		10,881,390	11,053,354	10,835,097	10,203,892	11,133,075	10,554,914	100.00%

*City of Gulfport
Revenue Worksheet*

FY 2010 SPECIAL REVENUE FUND REVENUES

WATERFRONT REDEVELOPMENT FUND		<i>FY 2005</i>	<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>	<i>Budget</i>	<i>Budget</i>	<i>% of FY 10</i>
<i>Account #</i>	<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>2009</i>	<i>2010</i>	<i>Budget</i>
120-311.10	Property Taxes County	93,159	101,769	187,232	178,520	158,697	132,512	40.85%
120-311.11	Property Taxes City	65,231	145,340	132,466	122,678	115,946	91,838	28.31%
120-331.56	Community Devel Blk Grant	0	0	0	0			0.00%
120-331.58	Preservation Grant	0	0	0	0			0.00%
120-331.59	Coastal Management Grant	0	0	0	0			0.00%
120-331.60	Fla. Fish and Wildlife	0	0	0	0			0.00%
120-334.39	FDOT Grant					79,151		0.00%
120-344.91	Trolley Fares					37,440		0.00%
120-349.30	Street Signs	0	0	200	0			0.00%
120-361.10	Investments	1,622	0	0	120-311.10	2,000		0.00%
120-361.39	Interest on Demand		6,057	6,791	1,989			0.00%
120-366.90	Contributions	0	0	0	0			0.00%
120-369.90	Other Misc. Rev.	0	0	0	524	21,877		0.00%
120-381.30	From Capital Project Fund	0	0	0	0			0.00%
120-381.40	From Sanitation	0	0	0	0			0.00%
120-381-43	From Cultural Facilities						100,000	30.83%
120-389.06	Trans from Tree Bank	0						0.00%
120-389.02	Transportation Impact	0	0	0	0			0.00%
Waterfront Redevelopment Totals		160,012	253,166	326,689	303,711	415,111	324,350	100.00%
ST PETE BEACH LOOPER FUND								
125-334.49	FDOT Grant					79,151	70,000	49.46%
125-344.91	Trolley Fares					37,440	11,591	8.19%
125-349.30	Street Signs							0.00%
125-361.10	Investments					2,000	2,000	1.41%
125-361.39	Interest on Demand							0.00%
125-366.96	Commissions PSTA GO Cards					300	300	0.21%
125-369.90	Other Misc. Rev.					5,000	0	0.00%
125-381-11	From WRD						57,643	40.73%
125-381.30	From Capital Project Fund							0.00%
125-381.40	From Sanitation							0.00%
125-389.06	Trans from Tree Bank							0.00%
125-389.02	Transportation Impact							0.00%
St Pete Beach Looper Fund Totals		0	0	0	0	123,891	141,534	100.00%
49TH STREET REVEVELOPMENT FUND								
130-331.56	Community Devel Blk Grant	0	0	0	300,000	300,000	0	0.00%
130-331.74	SWFWMD	0	0	0	0	0		0.00%
130-331.4902	TEA 21 Grant Pinellas County	0	0	0	0	0		0.00%
130-334.3902	TMDL Grant	0	0	0	0	0		0.00%
130-334.3903	Fl. Dept. of Transportation	0	0	0	0	0		0.00%
130-334.75	FRDAP	21,780	0	0	0	150,000	250,000	82.67%
130-334.76	Fl. Dept. Environ. Protection	0	0	0	0	0		0.00%
130-361.39	Interest on Demand	230	16	2,184	4,871	0		0.00%
130-364.42	Insurance Proceeds	10,767	0	0		0		0.00%
130-369.30	Refund Prior Year	0	0	0	0	0		0.00%
130-381.10	From General Fund	199,410	149,000	113,000	80,000	95,000	52,420	17.33%
130-381.30	From Capital Projects	0	50,000	200,000	230,017	50,000	0	0.00%
49th Str. Redevelopment Totals		232,187	199,016	315,184	614,888	595,000	302,420	100.00%
CAPITAL PROJECTS FUND								
300-312.60	Infrastructure Tax	1,141,122	1,316,203	1,202,239	1,134,286	1,214,261	1,071,338	25.77%
	DCA Grant	0	0	0	0	0		0.00%
300-331.39	Federal Grants				198,000		2,750,000	66.15%
300-331.40	ISTEA Grant	0	0	0	0	0		0.00%

CAPITAL PROJECTS FUND		FY 2005	FY 2006	FY 2007	FY 2008	Budget	Budget	% of FY 10
Account #	Description	Actual	Actual	Actual	Actual	2009	2010	Budget
300-331.56	Community Devel. Blk Grant	0	0	0	0	0		0.00%
300-331.75	National Fish & Wildlife	0	0	0	0	0		0.00%
300-331.79	National Tree Plntg Grant	0	0	0	0	0		0.00%
300-334.70	Cultural Facilities Grant	0	0	0	0	0		0.00%
300-334.71	Area Agency on Aging	0	0	0	0	0		0.00%
300-334.72	Historical Resource Grt	0	0	0	0	0		0.00%
300-334.75	FRDAP	21,780	0	0	0	0		0.00%
300-334.76	FRDAP - Dog park		50,000					0.00%
300-337.41	County Transportation Impact	0	0	0	0	0		0.00%
300-337.71	Pinellas County (school)	0	0	0	0	0		0.00%
300-334.75	FRDAP	0	0	0	0	0		0.00%
300-361.10	Investments	0	0	0	0	0		0.00%
300-361.11	State Board of Admin.	0	0	0	0	0		0.00%
300-361.39	Interest on Demand	18,020	46,054	55,795	10,747	1,000	1,000	0.02%
300-363.24	Transportation Impact Fees	0	22,042	14,429	1,038	26,000	5,000	0.12%
300-364.41	Sale of Surplus Equipment	0	0	0	0	0		0.00%
300-366.47	Wood Ibis Park (Contribution)	0	0	0	0	0		0.00%
300-366.90	Contributions	0	0	0	0	0		0.00%
300-369.90	Other Misc. Rev	0	670	1,325	90	0		0.00%
300-381.10	Transfer From General Fd	13,829	277,947	0	0	0		0.00%
	Transfer From 49th & Utility Fund					0	330,017	7.94%
300-389.01	Appropriated Surplus		0		824,735	0		0.00%
Capital Projects Fund Totals		1,194,751	1,712,916	1,273,788	1,344,161	1,241,261	4,157,355	100.00%
CULTURAL ACTIVITIES FUND								
160-343.70	Revenue Write-off	0	0	0	0	0		0.00%
160-47.55	Dances	107,020	120,060	131,051	136,561	138,669	138,669	21.15%
160-347.60	Concessions	89,463	141,225	124,442	97,305	163,487	163,487	24.93%
160-347.61	Other Revenue	705	35	272	120	0		0.00%
160-347.61.01	Theater			2,563				0.00%
160-347.90	Theater Tickets	1,224	2	977	124	0		0.00%
160-347.91	Theater Concessions	5,510	7,527	7,622	3,168	8,713	8,713	1.33%
160-361.39	Interest on Demand	94	56	210	709	0		0.00%
160-362.11	Casino Rentals	62,827	64,781	80,143	67,903	85,705	85,705	13.07%
160-362.15	Theater Rentals	16,830	36,452	27,117	23,569	44,207	44,207	6.74%
160-362.16	49th Street Bldg			9,551	8,723			0.00%
160-364.42	Insurance Proceeds	0	0	0	0	0		0.00%
160-366.70	Theater Contributions	0	0	775	3,158	0		0.00%
160-369.30	Refund of Prior Year			182				0.00%
160-369.90	Other Misc. Rev	307	390	33	258	558		0.00%
160-381.10	From General Fund	274,210	100,000	0	0	0	215,000	32.79%
160-381.11	From WRD		0	100,000	100,000	35,000		0.00%
160-389.01	Appropriated Surplus	0	0	0	0	0		0.00%
Cultural Activities Totals		558,190	470,528	484,938	441,598	476,339	655,781	100.00%
GEMS								
140-331.69	FDOT Grant	48,686	0	0	0	56,341	56,341	46.19%
140-344.90	GEMS Subscriptions	12,400	12,596	10,599	10,250	34,634	10,250	8.40%
140-344.91	GEMS Fares	1,661	2,073	2,452	9,077	2,073	2,073	1.70%
140-364.41	Sale of Surplus	2,620	0	0	0	2,500	2,500	2.05%
140-361.39	Interest on Demand			2,721	3,682			0.00%
140-366.96	Contributions GEMS	252	805	1,400	5,165	805	805	0.66%
140-381.10.01	General Fixed Asset	0	0	0	0	0		0.00%
140-381.10	Transfer from General Fund	155,000	280,000	140,000	150,000	100,000	50,000	40.99%
140-389.01	Appropriated Surplus					0		0.00%
GEMS Totals		220,619	295,474	157,172	178,174	196,353	121,969	100.00%
Library								
150-361.39	Interest on Demand			3,232	2,547	0	0	0.00%
150-366.46	Contributions - LIB			95,069			0	0.00%
Library Totals				98,301	2,547	0	0	100.00%
Special Revenue Fund Totals		2,365,759	2,931,100	2,656,072	2,885,079	3,047,955	5,703,409	100.00%

City of Gulfport
Revenue Worksheet

FY 2010 ENTERPRISE FUND REVENUES

	<i>FY 2005</i>	<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>	<i>Budget</i>	<i>Budget</i>	<i>% of FY 10</i>
SANITATION FUND	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>2009</u>	<u>2010</u>	<u>Budget</u>
400-334.39.01 Recycling Grant	6,914	0	0	0	0		0.00%
400-337.90 Recycling reimbursement		6,927	4,420	13,785			0.00%
400-343.41 Refuse Collection	1,565,661	1,592,507	1,579,068	1,511,149	1,622,895	1,622,895	76.22%
400-343.42 Special Trash Collection	6,205	(50)	225	653	47,557	1,000	0.05%
400-343.42.01 Code Enforcement	7,972	12,329	12,975	11,785	0	0	0.00%
400-343.42.02 P/W Pickup	32,743	42,962	50,381	43,514	0	0	0.00%
400-343.43 Recycling Charges	127,441	130,812	130,180	122,212	160,200	160,200	7.52%
400-343.44 Recycling Sales	31,125	28,749	35,968	34,920	17,500	17,500	0.82%
400-343.45 Revenue Write Off		(5,061)	(10,516)	(11,443)			0.00%
400-343.66 Late Charges	6,160	6,599	7,964	9,395	6,725	6,725	0.32%
400-343.70 Revenue Write Misc	(7,405)	0	0	0	0		0.00%
400-361.10 Investments	663	415	379	262	0		0.00%
400-361.11 State Board of Admin	7,349	13,170	15,884	(439)	0		0.00%
400-361.30 Unrealized G/L on Invests	(474)	(249)	(1,765)	(5,651)	0		0.00%
400-361.39 Interest on Demand	4,993	24,492	36,836	25,576	7,000	2,000	0.09%
400-361.41 Other Interest	0	0	0	0	0		0.00%
400-364.41 Surplus Equipment	63,200	0	0	0	5,000	5,000	0.23%
400-369.30 Refund of Prior Year	0	0	0	0	0		0.00%
400-369.90 Other Misc. Rev	0	0	0	0	0		0.00%
400-381.10 Transfer From General Fd			15,000		0		0.00%
400-389.01 Appropriate Surplus	0	0	0	0	0	313,795	14.74%
Sanitation Fund Totals	1,852,547	1,853,602	1,876,999	1,755,718	1,866,877	2,129,115	100.00%
WATER AND SEWER FUND							
410-331.55 SWFWMD Grant	0	0	0	0	506,000	0	0.00%
319th FDEP Grant				411,654	800,000	0	0.00%
Pinellas Co. Env Grant					250,000	0	0.00%
410-331.60 Basin Board 46th & 29th	0	0	0				0.00%
410-331.61 Basin Board Tomlinson Park	0	0	0				0.00%
410-337.21 Pinellas County-Com	0	0	0				0.00%
410-343.50 Sewer Service Connect Fee	880	1,950	1,725	150	0		0.00%
410-343.60 Water Sales	1,953,992	2,068,810	2,160,606	1,941,023	2,372,613	2,091,452	43.18%
410-343.62 Water Meters	5,090	10,880	3,870	1,550	0	0	0.00%
410-343.63 Sewer Charges	1,383,033	1,430,508	1,369,174	1,288,184	1,504,774	1,575,707	32.53%
410-343.65 Service Charges	46,864	47,827	51,592	50,000	47,827	50,000	1.03%
410-343.66 Late Charges	15,215	16,531	19,110	21,417	16,531	16,531	0.34%
410-343.67 Stormwater Fees	175,550	250,412	313,021	300,265	477,400	300,265	6.20%
410-343.70 Revenue Write-off	0	0	0	0	0		0.00%
410-343.73 Unclaimed Property	0	0	0	0	0		0.00%
410-361.10 Investments	0	0	0	0	0		0.00%
410-361.11 State Board Administration	6,582	11,795	14,226	2,197	0		0.00%
410-361.30 Unrealized G/L on Invests	0	0	0	(2,590)	0		0.00%
410-361.39 Interest on Demand	8,934	24,872	53,211	27,544	30,000	5,000	0.10%
410-363.23 Sewer Impact Fees	9,600	18,675	11,700	2,700	11,700	5,000	0.10%
410-364.41 Surplus Equipment	1,400	0	0	0	0		0.00%
410-364.42 Insurance Proceeds	0	0	0	0	0		0.00%
410-365.10 Scrap	0	0	0	6,042	0		0.00%
410-366.90 Contributions	0	0	(127)	0	0		0.00%
410-369.03 Sewer Connections	0	0	0	0	0		0.00%
410-369.30 Refund Prior Year	0	0	0	0	0		0.00%
410-367.00 Gain Loss Sale of Investment	0	0	0	0	0		0.00%
410-369.90 Other Misc.	425	1,553	1,075	143	71,649	0	0.00%
410-381.10 From General Fund	0	0	0	0	0		0.00%
410-381.30 From Capital Projects	865,000	735,000	800,000	800,000	750,000	800,000	16.52%
410-381.40 From Sanitation	0	0	0	0	0		0.00%
410-389.01 Appropriate Surplus	0	0	0	0	0		0.00%
Water & Sewer Fund Totals	4,472,565	4,618,813	4,799,183	4,850,279	6,838,494	4,843,955	100.00%

		<i>FY 2005</i>	<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>	<i>Budget</i>	<i>Budget</i>	<i>% of FY 10</i>
MARINA FUND		<u><i>Actual</i></u>	<u><i>Actual</i></u>	<u><i>Actual</i></u>	<u><i>Actual</i></u>	<u><i>2009</i></u>	<u><i>2010</i></u>	<u><i>Budget</i></u>
460-331.71	Clean Vessel Act Grant	0	0	0		0	0	0.00%
460-331.75	Linear Park Grant	2,550	0	0			0	0.00%
	FDEP Grant					0	0	0.00%
460-343.66	Late Charges	4,992	4,920	6,510	7,935	5,000	5,000	0.30%
460-343.70	Revenue Write-off	0	0	0	0	0	0	0.00%
460-347.50	Service Charges	18,044	19,628	20,319	22,084	0	20,000	1.21%
460-362.16	Slip Rental	558,550	591,908	631,351	783,813	859,816	859,816	52.02%
460-347.56	Transient Slip Rentals	700	9,807	(2,808)	12,481	23,400	23,400	1.42%
460-347.57	Fuel and Oil Sales	608,097	634,485	669,722	808,463	640,500	640,500	38.75%
460-347.58	Other Sales	68,080	70,155	72,435	88,497	78,338	78,338	4.74%
460-347.59	Boat Ramp Fees	20,186	19,801	21,105	18,424	22,390	22,390	1.35%
460-361.10	Investments	1,728	3,096	3,734	577	0	500	0.03%
460-361.20	State Board of Admin	0	0	0	0	0	0	0.00%
460-361.30	Incr/Decr FMV Invest	0	0	0	(680)	0	0	0.00%
460-361.39	Interest on Demand	4,980	12,958	23,974	12,541	3,000	3,000	0.18%
460-362.10	Rental Properties	0	0	0	0	0	0	0.00%
460-364.42	Insurance Proceeds	0	0	0	0	0	0	0.00%
460-367.00	Gain Loss Sale of Investment	0	0	0	0	0	0	0.00%
460-369.40	Vending Machine	616	0	0	0	0	0	0.00%
460-369.90	Other Misc. Rev.	0	0	1,000	0	26,495	0	0.00%
460-381.10	Transfer from General Fund	70,000	0	0	0	0	0	0.00%
460-383.0101	Tranfer from GF (fixed asset:	0	0	0	0	0	0	0.00%
460-389.01	Appropriate Surplus	0	0	0	0	0	0	0.00%
Marina Fund Totals		1,358,523	1,366,758	1,447,342	1,754,135	1,745,177	1,652,944	100.00%
Enterprise Fund Totals		7,683,635	7,839,173	8,123,524	8,360,132	10,450,548	8,626,014	100.00%
All Fund Totals		19,152,335	20,362,571	20,579,713	21,437,479	24,631,578	24,884,337	

	A	B	C	D	E	F	G	H	I	J
1	FY2010	General	City	City	Legal	City	Admn	Admn	Info	Planning &
2	Final Version	Fund	Council	Clerk		Manager	Finance	Personnel	Tech	Development
3	Exec. Salary	40118	38,400	0	0	0	0	0	0	0
4	Salaries	40148		112,784	0	146,520	230,142	47,361	150,673	101,660
5	Other Salaries	13				0		0	0	
6	Overtime	14		0	0	1,086	2,040	0	2,040	204
7	Fire Stipend	15-01								
8	Incentive Pay	15-02		0	0	0	0	0	0	0
9	Car Allowance	15-03		0	0	5,400	4,200	0	4,200	2,100
10	Field Training	15-05								
11	Off Duty	15-06								
12	Court Time	15-07								
13	Acting Sup	15-06								
14	Assignment	15-11								
15	Miscellaneous	15-12		0	0	0	200	0	0	0
16	Shift Premium Incent.	15-13								
17	F I C A	21-01	2380	7,110	0	9,588	14,707	2,936	9,852	6,446
18	Medicare	21-02	557	2,100	0	2,242	3,439	687	2,304	1,507
19	Retirement	22-00		14,164	0	18,837	27,501	6,157	18,847	13,033
20	Health Insurance	23-01		9,096	0	7,428	23,149	7,129	13,272	9,128
21	Disability Insurance	23-02		782	0	1,168	1,469	278	1,026	522
22	Life Insurance	23-04		558	0	872	935	147	744	365
23	Worker Comp.	24		437	0	388	781	127	362	255
24	Unemployment	25		0	0	0	0	0	0	0
25	People Costs		41,337	147,031	0	193,529	308,563	64,822	203,320	135,220
26	Professional Svc	31		0	0	0	950	9,500	0	35,000
27	Attorney-Retainer	31-01			54,000					
28	Litigation	31-02			64,107					
29	Labor Services	31-03			3,800					
30	Accounting/Auditing	32					47,000			
31	Court Reporting	33								
32	Other Contractual	34		45,400	0	0	725	1,377	8,800	5,000
33	Travel/Per Diem	40	9700	1,705	475	4,493	3,030	997	2,000	5,000
34	Communications	41	600	2,240	0	282	17,636	1,224	28,781	6,347
35	Electricity	43-01								
36	Water & Sewer	43-02								600
37	Other	43-03								
38	Rental & Leases	44					4,656		125	1,100
39	General Liability	45-01		937	0	273	961	141	295	5,465
40	Auto Ins.	45-02		0	0	0	0	0	0	401
41	Property Ins	45-03		0	0	0	0	0	0	0
42	Other	45-04		0	0	0	0	0	0	0
43	Repairs & Maintenance	46		0	0	100	24,200	320	12,700	1,880
44	Printing & Binding	47	300	3,900	0	1,900	2,375	855	100	3,325
45	Promotional	48	8600	0	0	0	0	0	0	0
46	Other Current Charges	49		12,500	0	0	0	4,000		0
47	Administration Chgs	49-02								
48	Office Supplies	51	1000	2,285	0	475	6,270	665	1,000	4,636
49	Operating Supplies	52	500	0	0	523	13,225	285	11,050	950
50	Inventory Resale	52-01								
51	Road Material	53		0						
52	Book/Pubs/Subs	54	11995	1,000	475	3,420	2,503	2,700	5,150	2,470
53	Interfund Transfers	5590		0	0	0	0	0	0	0
54	Contingency	5599		0	0	0	0	0	0	0
55	Operating Costs		32,695	69,967	122,857	11,466	123,531	22,064	70,001	72,174
56	Buildings.	62		0	0	0	0	0	0	0
57	Improvements/OT Bldg	63		0	0	0	0	0	0	0
58	Machinery & Equipment	64		0	0	0	0	0	49,800	0
59	Books/Public Library	66		0	0	0	0	0	0	0
60				0	0	0	0	0	0	0
61				0	0	0	0	0	0	0
62				0	0	0	0	0	0	0
63				0	0	0	0	0	0	0
64				0	0	0	0	0	0	0
65				0	0	0	0	0	0	0
66				0	0	0	0	0	0	0
67				0	0	0	0	0	0	0
68				0	0	0	0	0	0	0
69	Capital Outlay			0	0	0	0	0	49,800	0
70	Department Total		74,032	216,998	122,857	204,995	432,094	86,886	323,121	207,394

	A	B	K	L	M	N	O	P	Q	R	S
1	FY2010	General	Code	Building	Fire	Police	PW	PW	PW Bldg	PW	LS
2	Final Version	Fund	Enforcement	Inspection			Director	Streets	Maint.	Garage	Director
3	Exec. Salary	40118	0	0	0	0	0	0	0	0	0
4	Salaries	40148	51,582	158,134	754,960	1,987,373	60,288	102,975	70,145	102,978	149,904
5	Other Salaries	13		0	10,925	35,796		1,662			
6	Overtime	14	204	0	100,393	130,000	102	3,060	510	1,500	296
7	Fire Stipend	15-01			2,200	0					
8	Incentive Pay	15-02	0	0	3,000	36,620	0	0			
9	Car Allowance	15-03	0	0	0	0	2,100	0			3,900
10	Field Training	15-05				2,150					
11	Off Duty	15-06			1,000	12,000					
12	Court Time	15-07			500	16,075					
13	Acting Sup	15-06				1,000					
14	Assignment	15-11			2,100	2,000					
15	Miscellaneous	15-12	0	0	2,125	21,775	0	0			
16	Shift Premium Incent.	15-13				32,200					
17	F I C A	21-01	3,211	9,966	53,124	144,526	3,874	6,664	4,381	6,638	9,554
18	Medicare	21-02	751	2,331	12,424	33,800	906	1,558	1,024	1,552	2,234
19	Retirement	22-00	6,706	20,896	46,832	259,065	7,402	13,358	9,119	13,387	18,671
20	Health Insurance	23-01	1,482	11,062	67,071	190,114	5,842	27,300	9,912	7,961	13,772
21	Disability Insurance	23-02	272	636	3,334	11,975	454	612	386	567	1,043
22	Life Insurance	23-04	144	336	1,868	6,336	336	324	204	300	731
23	Worker Comp.	24	1,924	7,992	28,978	61,577	169	7,178	2,485	3,095	415
24	Unemployment	25	0	0	0	0	0	0	0	0	0
25	People Costs		66,276	211,353	1,090,834	2,984,382	81,473	164,691	98,166	137,978	200,520
26	Professional Svc	31	0	0	4,555	58,800	5,000	0	0		
27	Attorney-Retainer	31-01									
28	Litigation	31-02									
29	Labor Services	31-03									
30	Accounting/Auditing	32									
31	Court Reporting	33				700					
32	Other Contractual	34	2,375	4,993	696	8,059	10,262	28,950	33,478	0	950
33	Travel/Per Diem	40	1,425	3,325	3,057	9,000	2,390	0	0	950	1,520
34	Communications	41	376	751	2,984	42,909	4,068	0	1,290	126	2,991
35	Electricity	43-01			11,192	32,059	11,200	202,121	15,228	2,785	
36	Water & Sewer	43-02			1,275	5,128		0	2,472	0	
37	Other	43-03				650				0	
38	Rental & Leases	44	1,100	1,100	3,200	5,530		5,000	500		813
39	General Liability	45-01	5,465	5,465	3,853	14,218	347	20,568	0	273	273
40	Auto Ins.	45-02	401	401	1,888	21,515	0	1,499	518	300	
41	Property Ins	45-03	0		16,261	14,087	8,029	917	9,587	2,244	226
42	Other	45-04	0	0	2,145	4,919	0	0	0	4,213	
43	Repairs & Maintenance	46	2,690	278	62,576	158,405	2,700	46,556	48,627	28,285	
44	Printing & Binding	47	950	760	641	1,000	475	0	0		950
45	Promotional	48	0	0	1,900	2,000	238	0	0		8,641
46	Other Current Charges	49	0	0	0	0	0	0	0		
47	Administration Chgs	49-02									
48	Office Supplies	51	1,045	1,140	2,375	12,500	1,425	0	190	143	1,900
49	Operating Supplies	52	380	400	25,297	18,400	475	16,900	12,000	113,294	2,138
50	Inventory Resale	52-01				1,000				233,489	
51	Road Material	53						8,000			
52	Book/Pubs/Subs	54	428	1,159	13,229	26,575	455	0	0	1,900	475
53	Interfund Transfers	5590	0	0	0	0	0				
54	Contingency	5599	0	0	0	0	0	0	0	0	
55	Operating Costs		16,635	19,772	157,124	437,454	47,064	330,511	123,890	388,002	20,877
56	Buildings.	62	0	0	0	0	0	0	0	0	
57	Improvements/OT Bldg	63	0	0	0	0	0	2,000	0	0	
58	Machinery & Equipment	64	0	0	0	5,000	0	0	0	2,800	
59	Books/Public Library	66	0	0	0	0	0	0	0	0	
60			0	0	0	0	0	0	0	0	
61			0	0	0	0	0	0	0	0	
62			0	0	0	0	0	0	0	0	
63			0	0	0	0	0	0	0	0	
64			0	0	0	0	0	0	0	0	
65			0	0	0	0	0	0	0	0	
66			0	0	0	0	0	0	0	0	
67			0	0	0	0	0	0	0	0	
68			0	0	0	0	0	0	0	0	
69	Capital Outlay		0	0	0	5,000	0	2,000	0	2,800	
70	Department Total		82,911	231,125	1,247,958	3,426,836	128,537	497,202	222,056	528,780	221,397

	A	B	T	U	V	W	X	Y
1	FY2010	General	LS	LS	LS	LS	GEN FUND	% FY10
2	Final Version	Fund	Recreation	Parks	Library	Senior Ctr	FY10 TOTAL	Budget
3	Exec. Salary	40118					38,400	0.4%
4	Salaries	40148	117,662	285,106	232,553	77,396	4,940,196	46.8%
5	Other Salaries	13	140,443		120,289	24,645	333,760	3.2%
6	Overtime	14	5,391	5,780	510	1,595	254,711	2.4%
7	Fire Stipend	15-01					2,200	0.0%
8	Incentive Pay	15-02					39,620	0.4%
9	Car Allowance	15-03	300		300	550	23,050	0.2%
10	Field Training	15-05					2,150	0.0%
11	Off Duty	15-06					13,000	0.1%
12	Court Time	15-07					16,575	0.2%
13	Acting Sup	15-06					1,000	0.0%
14	Assignment	15-11					4,100	0.0%
15	Miscellaneous	15-12			1,500		25,600	0.2%
16	Shift Premium Incent.	15-13					32,200	0.3%
17	F I C A	21-01	14,735	18,219	22,019	6,460	356,390	3.4%
18	Medicare	21-02	3,446	4,261	5,150	1,511	83,784	0.8%
19	Retirement	22-00	15,296	37,450	30,232	10,062	587,015	5.6%
20	Health Insurance	23-01	15,664	48,857	17,913	9,362	495,514	4.7%
21	Disability Insurance	23-02	607	1,491	1,230	510	28,362	0.3%
22	Life Insurance	23-04	321	789	651	270	16,231	0.2%
23	Worker Comp.	24	9,348	11,984	1,031	272	138,798	1.3%
24	Unemployment	25	0			0	0	0.0%
25	People Costs		323,213	413,937	433,378	132,633	7,432,656	70.4%
26	Professional Svc	31	0				113,805	1.1%
27	Attorney-Retainer	31-01					54,000	0.5%
28	Litigation	31-02					64,107	0.6%
29	Labor Services	31-03					3,800	0.0%
30	Accounting/Auditing	32					47,000	0.4%
31	Court Reporting	33					700	0.0%
32	Other Contractual	34	27,000	74,379	7,460	3,700	263,604	2.5%
33	Travel/Per Diem	40	2,800	760	489	903	54,019	0.5%
34	Communications	41	9,386	1,056	7,712	7,245	138,004	1.3%
35	Electricity	43-01	25,967	27,912	21,318	10,659	360,441	3.4%
36	Water & Sewer	43-02	9,306	10,000	2,101	8,776	39,658	0.4%
37	Other	43-03		2,474			3,124	0.0%
38	Rental & Leases	44	3,347	29,980	11,000	2,000	69,451	0.7%
39	General Liability	45-01	5,774	3,476	4,953	596	73,333	0.7%
40	Auto Ins.	45-02	300	3,002			30,225	0.3%
41	Property Ins	45-03	20,818	22,881	22,636	3,787	121,473	1.2%
42	Other	45-04	41,086				52,363	0.5%
43	Repairs & Maintenance	46	6,500	77,883	9,000	3,000	485,700	4.6%
44	Printing & Binding	47	190	285	190	475	18,671	0.2%
45	Promotional	48	5,700	15,766	190	5,000	48,035	0.5%
46	Other Current Charges	49					16,500	0.2%
47	Administration Chgs	49-02					0	
48	Office Supplies	51	2,375	285	4,750	2,000	46,459	0.4%
49	Operating Supplies	52	25,000	16,150	6,650	5,000	268,617	2.5%
50	Inventory Resale	52-01					234,489	2.2%
51	Road Material	53					8,000	0.1%
52	Book/Pubs/Subs	54	2,520	285	475	2,446	79,660	0.8%
53	Interfund Transfers	5590					317,420	3.0%
54	Contingency	5599					0	0.0%
55	Operating Costs		188,069	286,574	98,924	55,587	3,012,658	28.5%
56	Buildings.	62					0	0.0%
57	Improvements/OT Bldg	63					2,000	0.0%
58	Machinery & Equipment	64					57,600	0.5%
59	Books/Public Library	66			50,000		50,000	0.5%
60							0	0.0%
61							0	0.0%
62							0	0.0%
63							0	0.0%
64							0	0.0%
65							0	0.0%
66							0	0.0%
67							0	0.0%
68							0	0.0%
69	Capital Outlay				50,000		109,600	1.0%
70	Department Total		511,282	700,511	582,302	188,220	10,554,914	100.0%

	A	B	Z	AA	AB	AC	AD	AE	AF	AG	AH
1	FY2010	Account	Capital	WRD	SPB	49th	GEMS	Casino	Theater	Spcl Rev.	% FY10
2	Final Version	Code	Improvements		Looper	Street				FY10 TOTAL	Budget
3	Exec. Salary	40118								0	0.00%
4	Salaries	40148		63,600	80,000	56,100	11,715	31,679	19,335	262,429	4.66%
5	Other Salaries	13					83,513	43,405	36,678	163,596	2.91%
6	Overtime	14		204		204				408	0.01%
7	Fire Stipend	15-01								0	0.00%
8	Incentive Pay	15-02								0	0.00%
9	Car Allowance	15-03		1,050		1,050		150	150	2,400	0.04%
10	Field Training	15-05								0	0.00%
11	Off Duty	15-06								0	0.00%
12	Court Time	15-07								0	0.00%
13	Acting Sup	15-06								0	0.00%
14	Assignment	15-11								0	0.00%
15	Miscellaneous	15-12								0	0.00%
16	Shift Premium Incent.	15-13								0	0.00%
17	F I C A	21-01		4,021	4,960	3,556	5,879	4,649	3,482	26,547	0.47%
18	Medicare	21-02		940	1,160	832	1,375	1,087	814	6,208	0.11%
19	Retirement	22-00		7,065		7,065	1,470	4,118	2,514	22,232	0.40%
20	Health Insurance	23-01		5,041		5,041	1,345	3,981	1,990	17,398	0.31%
21	Disability Insurance	23-02		283		284	62	0	0	629	0.01%
22	Life Insurance	23-04		196		196	33	0	0	425	0.01%
23	Worker Comp.	24		466		466	3,597	2,196	1,800	8,525	0.15%
24	Unemployment	25		0		0	0	0	0	0	0.00%
25	People Costs		0	82,866	86,120	74,794	108,989	91,265	66,763	510,797	9.08%
26	Professional Svc	31		4,541		2,071				6,612	0.12%
27	Attorney-Retainer	31-01								0	0.00%
28	Litigation	31-02								0	0.00%
29	Labor Services	31-03								0	0.00%
30	Accounting/Auditing	32								0	0.00%
31	Court Reporting	33								0	0.00%
32	Other Contractual	34						79,667	4,434	84,101	1.49%
33	Travel/Per Diem	40								0	0.00%
34	Communications	41				370	660	6,484	1,068	8,582	0.15%
35	Electricity	43-01						41,463	14,648	56,111	1.00%
36	Water & Sewer	43-02						3,425	2,101	5,526	0.10%
37	Other	43-03								0	0.00%
38	Rental & Leases	44		7,050				2,030	500	9,580	0.17%
39	General Liability	45-01		110			851	1,386	1,386	3,733	0.07%
40	Auto Ins.	45-02					13,841			13,841	0.25%
41	Property Ins	45-03		0	11,000		3,803	8,814	8,814	32,431	0.58%
42	Other	45-04						23,066		23,066	0.41%
43	Repairs & Maintenance	46		8,612	36,238		17,881	12,275	4,120	79,126	1.41%
44	Printing & Binding	47				950	475	979	979	3,383	0.06%
45	Promotional	48		79,325				12,350	9,785	101,460	1.80%
46	Other Current Charges	49						0		0	0.00%
47	Administration Chgs	49-02									
48	Office Supplies	51					760	950	0	1,710	0.03%
49	Operating Supplies	52			8,176		475	9,405	3,131	21,187	0.38%
50	Inventory Resale	52-01						37,000	3,600	40,600	0.72%
51	Road Material	53								0	0.00%
52	Book/Pubs/Subs	54					475	1,995	1,615	4,085	0.07%
53	Interfund Transfers	5590	800,000	57,643		310,017		100,000		1,267,660	22.53%
54	Contingency	5599								0	0.00%
55	Operating Costs		800,000	157,281	55,414	313,408	39,221	341,289	56,181	1,762,794	31.32%
56	Buildings.	62	2,750,000					0		2,750,000	48.87%
57	Improvements/OT Bldg	63	170,000	25,000		250,000				445,000	7.91%
58	Machinery & Equipment	64	96,338				62,600			158,938	2.82%
59	Books/Public Library	66								0	0.00%
60										0	0.00%
61										0	0.00%
62										0	0.00%
63										0	0.00%
64										0	0.00%
65										0	0.00%
66										0	0.00%
67										0	0.00%
68										0	0.00%
69	Capital Outlay		3,016,338	25000		250000	62600	0	0	3,353,938	59.60%
70	Department Total		3,816,338	265,147	141,534	638,202	210,810	432,554	122,944	5,627,529	100.00%

	A	B	AI	AJ	AK	AL	AM	AN	AO
1	FY2010	Account	Sanitation	Water	Sewer	Storm	Marina	ENTERPRISE	TOTAL FY 10
2	Final Version	Code				Water		FY10 TOTAL	BUDGET
3	Exec. Salary	40118							38,400
4	Salaries	40148	496,419	164,678	164,678	62,112	103,645	991,532	6,194,157
5	Other Salaries	13	0				33,884	33,884	531,240
6	Overtime	14	14,105	7,140	7,140	2,040	3,570	33,995	289,114
7	Fire Stipend	15-01						0	2,200
8	Incentive Pay	15-02						0	39,620
9	Car Allowance	15-03	840	630	630		300	2,400	27,850
10	Field Training	15-05						0	2,150
11	Off Duty	15-06						0	13,000
12	Court Time	15-07						0	16,575
13	Acting Sup	15-06						0	1,000
14	Assignment	15-11						0	4,100
15	Miscellaneous	15-12						0	25,600
16	Shift Premium Incent.	15-13						0	32,200
17	F I C A	21-01	31,127	10,692	10,692	3,977	8,657	65,145	448,082
18	Medicare	21-02	7,280	2,500	2,500	930	2,025	15,235	105,227
19	Retirement	22-00	62,814	21,271	21,271	7,848	13,243	126,447	735,694
20	Health Insurance	23-01	88,847	21,505	21,505	7,767	11,683	151,307	664,219
21	Disability Insurance	23-02	2,624	896	896	255	527	5,198	34,189
22	Life Insurance	23-04	1,424	501	501	153	279	2,858	19,514
23	Worker Comp.	24	40,088	3,735	3,735	1,440	2,152	51,150	198,473
24	Unemployment	25	0	0	0	0	0	0	0
25	People Costs		745,568	233,548	233,548	86,522	179,965	1,479,151	9,422,604
26	Professional Svc	31	0	0	0	6,175	0	6,175	126,592
27	Attorney-Retainer	31-01						0	54,000
28	Litigation	31-02						0	64,107
29	Labor Services	31-03						0	3,800
30	Accounting/Auditing	32						0	47,000
31	Court Reporting	33						0	700
32	Other Contractual	34	570,550	1,642,874	637,275	41,218	10,300	2,902,217	3,249,922
33	Travel/Per Diem	40		0			2,850	2,850	56,869
34	Communications	41	13,805	14,439	13,805	447	14,257	56,753	203,339
35	Electricity	43-01	2,359		14,385		29,086	45,830	462,382
36	Water & Sewer	43-02	5,335		828		22,051	28,214	73,398
37	Other	43-03						0	3,124
38	Rental & Leases	44		2,560	2,060		0	4,620	83,651
39	General Liability	45-01	2,548	554	414	207	687	4,410	81,476
40	Auto Ins.	45-02	2,622	1,198	602		401	4,823	48,889
41	Property Ins	45-03	2,214	1,617	1,617		26,481	31,929	185,833
42	Other	45-04					18,284	18,284	93,713
43	Repairs & Maintenance	46	232,957	9,763	20,073	50,000	19,559	332,352	897,178
44	Printing & Binding	47	1,500	8,500		1,150	1,140	12,290	34,344
45	Promotional	48	5,090				11,134	16,224	165,719
46	Other Current Charges	49				42,055	300	42,355	58,855
47	Administration Chgs	49-02	181,532	213,117	160,545	30,734	165,294	751,222	751,222
48	Office Supplies	51	3,200	3,200	1,140	855	855	9,250	57,419
49	Operating Supplies	52	67,335	64,140	34,450	550	32,751	199,226	489,030
50	Inventory Resale	52-01					555,888	555,888	830,977
51	Road Material	53						0	8,000
52	Book/Pubs/Subs	54		380		800	765	1,945	85,690
53	Interfund Transfers	5590	100,000	0	0	100,000	500,000	700,000	2,285,080
54	Contingency	5599						0	0
55	Operating Costs		1,191,047	1,962,342	887,194	274,191	1,412,083	5,726,857	10,502,309
56	Buildings.	62						0	2,750,000
57	Improvements/OT Bldg	63		400,000	300,000	100,000	50,000	850,000	1,297,000
58	Machinery & Equipment	64	192,500	34,800	70,000			297,300	513,838
59	Books/Public Library	66							50,000
60								0	0
61								0	0
62								0	0
63								0	0
64								0	0
65								0	0
66								0	0
67								0	0
68								0	0
69	Capital Outlay		192,500	434,800	370,000	100,000	50,000	1,147,300	4,610,838
70	Department Total		2,129,115	2,630,690	1,490,742	460,713	1,642,048	8,353,308	24,535,751

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
City Council

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Council Members	4.00	4.00	4.00	4.00
Mayor	1.00	1.00	1.00	1.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total:	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

CITY OF GULFPORT
FY 2010 Budget
City Council
001-1111-511

ACCOUNT	Div Acct. # 1111-511	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Executive Salaries	511-11-01	40,200	39,000	39,000	39,300	39,601	39,601	38,400	-3.0%
Salaries & Wages	511-12-01	84,074	88,296	108,812	77,562	94,962	94,962	0	-100.0%
Vacation Leave	511-12-02	5,088	8,451	15,123	6,276				
Sick Leave	511-12-03	2,307	3,293	7,568	3,985				
Other Salaries	511-13	10,313	10,611	10,257	0				
Overtime	511-14	0	4,425	1,360	1,117	5,090	5,090	0	-100.0%
Incentive Pay	511-15-02	2,000	2,000	2,000	1,462				
Assignment Pay	511-15-11	0	0	4,953					
FICA Tax	511-21-01	8,662	9,536	11,793	7,871	8,658	8,658	2,380	-72.5%
Medicare Tax	511-21-02	2,026	2,230	2,758	1,841	2,025	2,025	557	-72.5%
Retirement	511-22-00	10,430	10,415	13,416	7,245	10,127	10,127	0	-100.0%
Health Insurance	511-23-01	7,311	7,237	6,966	6,303	9,096	9,096	0	-100.0%
Disability Insurance	511-23-02	498	684	428	365	782	782	0	-100.0%
Life Insurance	511-23-04	345	369	349	203	558	558	0	-100.0%
Workers Compensation	511-24	661	777	651	713	792	792	0	-100.0%
Unemployment	513-25	0	0	0	0	0	0		
People Costs		173,915	187,324	225,434	154,242	171,691	171,691	41,337	-75.9%
Professional & Contractual	511-31	30,271	887	1,543	1,220	18,389	18,389	0	-100.0%
Other Contractual	511-34	3,674	12,014	4,061	1,084	8,217	8,217	0	-100.0%
Travel & Training	511-40	14,781	15,187	16,539	13,297	19,475	19,475	9,700	-50.2%
Communications	511-41	4,726	2,473	2,513	1,752	2,548	2,548	600	-76.5%
General Liability	511-45-01	1,617	1,706	1,434	1,706	2,004	2,004	0	-100.0%
Repairs & Maintenance	511-46	218	130	0	0	0	0		
Printing & Binding	511-47	6,026	4,413	2,958	2,994	5,842	5,842	300	-94.9%
Promotional	511-48	25,701	19,611	14,303	11,534	8,597	8,597	8,600	0.0%
Other Current Charges	511-49	13,465	14,103	12,951	11,268	9,600	9,600	0	-100.0%
Office Supplies	511-51	3,820	2,975	4,547	4,731	4,560	4,560	1,000	-78.1%
Operating Supplies	511-52	518	62	284	693	475	475	500	5.3%
Bks/Pubs/Subs	511-54	11,443	9,965	10,431	7,281	13,300	13,300	11,995	-9.8%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		116,260	83,526	71,564	57,560	93,007	93,007	32,695	-64.8%
Improvements/OT Bldg	511-63	1,208	2,031						
Machinery & Equipment	513-64	0	2,168						
Capital Outlay		1,208	4,199	0	0	0	0	0	
DEPARTMENT TOTAL		291,383	275,049	296,998	211,802	264,698	264,698	74,032	-72.0%

CITY OF GULFPORT
Fiscal Year 2010
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

RETIREMENT

511-22	Retirement
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OPERATING COSTS

TRAVEL AND PER DIEM

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	Mayor's cell phone reimbursement @ \$50 per month as approved by City Council.	600
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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 **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: **11,995**

Florida League of Mayors	(275)
Suncoast League of Cities	(500)
Florida League of Cities	(1,420)
National League of Cities	(1,450)
Mayors' Council of Pinellas	(150)
Tampa Bay Regional Planning Council	(2,000)
Other memberships requested by the Mayor & City Council	(200)
Registration fees for National League of Cities, Florida League of Cities, Suncoast League of Cities and other workshops and seminars.	(6,000)

CITY OF GULFPORT FY 2010 PERSONNEL SUMMARY <i>City Clerk</i>
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	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Staff Assistant I (P/T)	0.50	-	-	-
Total:	<u>2.50</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
FY 2010 Budget
City Clerk
001-1111-511

ACCOUNT	Div Acct. # 1111-511	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Executive Salaries	511-11-01	40,200	39,000	39,000	39,300	39,601	39,601	0	-100.0%
Salaries & Wages	511-12-01	84,074	88,296	108,812	77,562	94,962	94,962	112,784	18.8%
Vacation Leave	511-12-02	5,088	8,451	15,123	6,276				
Sick Leave	511-12-03	2,307	3,293	7,568	3,985				
Other Salaries	511-13	10,313	10,611	10,257	0				
Overtime	511-14	0	4,425	1,360	1,117	5,090	5,090	0	-100.0%
Incentive Pay	511-15-02	2,000	2,000	2,000	1,462				
Assignment Pay	511-15-11	0	0	4,953					
FICA Tax	511-21-01	8,662	9,536	11,793	7,871	8,658	8,658	7,110	-17.9%
Medicare Tax	511-21-02	2,026	2,230	2,758	1,841	2,025	2,025	2,100	3.7%
Retirement	511-22-00	10,430	10,415	13,416	7,245	10,127	10,127	14,164	39.9%
Health Insurance	511-23-01	7,311	7,237	6,966	6,303	9,096	9,096	9,096	0.0%
Disability Insurance	511-23-02	498	684	428	365	782	782	782	0.0%
Life Insurance	511-23-04	345	369	349	203	558	558	558	0.0%
Workers Compensation	511-24	661	777	651	713	792	792	437	-44.8%
Unemployment	513-25	0	0	0	0	0	0		
People Costs		173,915	187,324	225,434	154,242	171,691	171,691	147,031	-14.4%
Professional & Contractual	511-31	30,271	887	1,543	1,220	18,389	18,389	0	-100.0%
Other Contractual	511-34	3,674	12,014	4,061	1,084	8,217	8,217	45,400	452.5%
Travel & Training	511-40	14,781	15,187	16,539	13,297	19,475	19,475	1,705	-91.2%
Communications	511-41	4,726	2,473	2,513	1,752	2,548	2,548	2,240	-12.1%
General Liability	511-45-01	1,617	1,706	1,434	1,706	2,004	2,004	937	-53.2%
Repairs & Maintenance	511-46	218	130	0	0	0	0		
Printing & Binding	511-47	6,026	4,413	2,958	2,994	5,842	5,842	3,900	-33.2%
Promotional	511-48	25,701	19,611	14,303	11,534	8,597	8,597	0	-100.0%
Other Current Charges	511-49	13,465	14,103	12,951	11,268	9,600	9,600	12,500	30.2%
Office Supplies	511-51	3,820	2,975	4,547	4,731	4,560	4,560	2,285	-49.9%
Operating Supplies	511-52	518	62	284	693	475	475	0	-100.0%
Bks/Pubs/Subs	511-54	11,443	9,965	10,431	7,281	13,300	13,300	1,000	-92.5%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		116,260	83,526	71,564	57,560	93,007	93,007	69,967	-24.8%
Improvements/OT Bldg	511-63	1,208	2,031						
Machinery & Equipment	513-64	0	2,168						
Capital Outlay		1,208	4,199	0	0	0	0	0	
DEPARTMENT TOTAL		291,383	275,049	296,998	211,802	264,698	264,698	216,998	-18.0%

CITY OF GULFPORT
Fiscal Year 2010
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

511-12-01 Includes the City Clerk and Deputy City Clerk. **112,784**

FICA & MEDICARE

511-21 FICA - budgeted at 6.2% of salary **7,110**
Medicare – budgeted at 1.45% of salary **2,100**

RETIREMENT

511-22	Retirement	14,164
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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.

511-23-01	Health Insurance	9,096
511-23-02	Disability	782
511-23-04	Life Insurance	558

WORKER'S COMPENSATION

511-24	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.	437
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OPERATING COSTS

CONTRACT SERVICES (Election)

511-34	This category covers the cost of the annual municipal election. (24,000) Also covered are the costs associated with the codification of the City Code of Ordinances and internet fees (3,400). Finally, this category covers the cost for the establishment of a comprehensive Records Management Plan and the yearly costs for shredding, destruction, and storage of city documents. (18,000)	45,400
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TRAVEL AND PER DIEM

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.	1,705
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COMMUNICATIONS

511-41	Centranet, Suncom, telephones, and office postage	2,240
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INSURANCE

511-45	Covers the cost of General Liability coverage	937
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PRINTING AND BINDING

511-47 Covers the cost of copy machine charges, stationary and business cards. **3,900**

LEGAL ADVERTISING

511-49 Covers the cost of related expenses for the placement of public and legal notices, and fees for official document recording. **12,500**

OFFICE SUPPLIES

511-51 Covers the cost of routine office supplies **2,000**

OPERATING SUPPLIES

511-51 St. Petersburg Times newspaper subscription, Sunshine Law manuals and miscellaneous publications. **285**

MEMBERSHIPS & TRAINING

511-54 **1,000**
Includes professional memberships for the City Clerk and Deputy City Clerk in the following organizations: IIMC; FRMA; PCMCA; FACC, and; PCMCA (423)
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 (395)
Related workshops and seminars (182)

CITY OF GULFPORT
FY 2010 Budget
Legal
001-1212-514

ACCOUNT	Div Acct. #	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
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	0	
Professional Svc	514-31	24	0	0	0	0	0	0	
Attorney-Retainer	514-31-01	54,000	54,000	54,000	54,000	54,000	54,000	54,000	0.0%
Litigation	514-31-02	19,279	152,458	173,437	71,135	64,107	123,153	64,107	-47.9%
Labor Services	514-31-03	3,964	1,614	9,367	16,472	3,800	3,800	3,800	0.0%
Other Contractual	514-34	0	0	1,255	-1,000	0	0	0	
Travel/Per Diem	514-40	0	530	0	627	475	475	475	0.0%
Bks/Pubs/Subs	514-54	0	500	0	250	475	475	475	0.0%
Operational Costs		77,267	209,102	238,059	141,484	122,857	181,903	122,857	-32.5%
DEPARTMENT TOTAL		77,267	209,102	238,059	141,484	122,857	181,903	122,857	-32.5%

CITY OF GULFPORT
Fiscal Year 2010
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.

ATTORNEY – RETAINER

514-31-01	The costs for services provided under contract between the City and outside legal counsel is \$4,500/month or \$54,000/year	54,000
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LITIGATION

514-31-02	This category covers costs associated with non-retainer services with the City Attorney not accounted for in the contract and costs associated with the hiring of outside council.	64,107
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LABOR SERVICES

514-31-03	This category covers costs associated with the hiring of outside council for labor related legal issues.	3,800
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TRAVEL AND PER DIEM

514-40	This category includes travel and per diem for the City Attorney to attend one annual conference.	475
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MEMBERSHIPS AND TRAINING

514-54	This category includes dues and registration fees associated with the one annual conference attended by the City Attorney.	475
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
City Manager

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
City Manager	1	1	1	1
Administrative Assistant	1	1	1	1
Total:	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

CITY OF GULFPORT
FY 2010 Budget
City Manager
001-1313-512

ACCOUNT	Div Acct. # 1313-512	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	512-1201	114,656	123,510	126,492	117,914	151,410	151,410	146,520	-3.2%
Vacation Leave	512-12-02	5,325	8,251	3,725	20,940	0	0		
Sick Leave	512-12-03	4,998	3,294	9,739	6,620	0	0		
Overtime	512-14	161	868	1,232	1,300	1,086	1,086	1,086	0.0%
Car Allowance	512-15-03	5,419	5,421	5,400	5,421	5,400	5,400	5,400	0.0%
FICA Tax	512-21-01	7,398	7,941	8,172	8,553	9,790	9,790	9,588	-2.1%
Medicare Tax	512-21-02	1,809	1,992	2,087	2,156	2,289	2,289	2,242	-2.1%
Retirement	512-22-00	14,352	14,778	14,288	14,909	17,577	17,577	18,837	7.2%
Health Insurance	512-23-01	5,455	5,392	5,931	5,931	7,428	7,428	7,428	0.0%
Disability Insurance	512-23-02	680	976	696	709	1,168	1,168	1,168	0.0%
Life Insurance	512-23-04	495	528	586	605	872	872	872	0.0%
Workers Compensation	512-24	635	690	578	634	704	704	388	-44.9%
Unemployment	512-25	0	0	0	0	0	0		
People Costs		161,383	173,641	178,926	185,692	197,724	197,724	193,529	-2.1%
Professional & Contractual	512-31	0	7,552	0	0	0	0		
Other Contractual	512-34	0	0	108	0	0	0		
Travel & Training	512-40	5,095	3,361	1,157	1,843	4,493	4,493	4,493	0.0%
Communications	512-41	1,124	1,259	1,169	186	282	282	282	0.0%
General Liability	512-45-01	462	499	419	499	559	559	273	-51.2%
Repairs & Maintenance	512-46	0	0	0	0	100	100	100	0.0%
Printing & Binding	512-47	1,144	1,929	2,913	2,615	1,900	1,900	1,900	0.0%
Promotional	512-48	9,685	8,310	7,694	0	0	0		
Office Supplies	512-51	1,059	442	497	87	475	475	475	0.0%
Operating Supplies	512-52	658	170	89	500	523	523	523	0.0%
Bks/Pubs/Subs	512-54	3,883	5,210	1,320	3,212	3,420	3,420	3,420	0.0%
Operational Costs		23,110	28,732	15,366	8,942	11,752	11,752	11,466	-2.4%
Buildings	512-62	0							
Machinery & Equipment	512-64	2,470							
Capital Outlay		2,470	0	0	0	0	0	0	
DEPARTMENT TOTAL		186,963	202,373	194,292	194,634	209,476	209,476	204,995	-2.1%

CITY OF GULFPORT
Fiscal Year 2010
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	146,520
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OTHER WAGES

512-14	Overtime	1,086
512-15-03	Car Allowance	5,400

FICA & MEDICARE

512-21-01	FICA budgeted at 6.2% of salary	9,588
512-21-02	Medicare budgeted at 1.45% of salary	2,242

RETIREMENT

512-22-00	Retirement	18,837
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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	7,428
512-23-02	Disability	1,168
512-23-03	Life Insurance	872

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.	388
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OPERATING COSTS

TRAVEL AND PER DIEM

512-40	Conferences, seminars, CERT Team participation in annual CERT Hurricane training.	4,493
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COMMUNICATIONS

512-41	Suncom, City Manager's cell phone, postage	282
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INSURANCE

512-45-01	General liability	273
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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, lobby activity and miscellaneous workshops and seminars.	3420
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Administrative Services

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>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
Administrative Services Supervisor	-	-	-	-
Administrative Services Specialist	-	-	-	-
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	1.00	1.00	1.00	0.50
Customer Service Rep	-	-	-	-
Switchboard Operators (P/T)	-	-	-	-
Total:	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>6.50</u>

CITY OF GULFPORT
FY 2010 Budget
Administrative Services
001-1515-513

ACCOUNT	Div Acct. # 1515-513	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	513-12-01	228,115	248,385	261,795	206,357	233,633	233,633	230,142	-1.5%
Vacation Leave	513-12-02	10,109	16,050	12,603	11,654				
Sick Leave	513-12-03	3,457	5,446	6,570	3,128				
Overtime	513-14	1,035	1,455	423	388	2,040	2,040	2,040	0.0%
Car Allowance	513-15-03	4,215	4,216	3,796	4,216	4,200	4,200	4,200	0.0%
Miscellaneous	513-15-12	98	180	1,534		200	200	200	0.0%
FICA Tax	513-21-01	14,071	16,062	17,114	13,933	14,884	14,884	14,707	-1.2%
Medicare Tax	513-21-02	3,291	3,756	4,002	3,259	3,481	3,481	3,439	-1.2%
Retirement	513-22-00	27,018	28,087	18,774	20,346	22,639	22,639	27,501	21.5%
Health Insurance	513-23-01	29,735	32,444	32,789	20,885	23,149	23,149	23,149	0.0%
Disability Insurance	513-23-02	1,185	1,667	1,237	1,273	1,469	1,469	1,469	0.0%
Life Insurance	513-23-04	781	895	870	860	935	935	935	0.0%
Workers Compensation	513-24	1,220	1,389	1,160	1,275	1,407	1,407	781	-44.5%
Unemployment	513-25	2,623	0	0	0	0	0		
People Costs		326,953	360,032	362,667	287,574	308,037	308,037	308,563	0.2%
Professional & Contractual	513-31	811	668	2,886	3,920	950	950	950	0.0%
Accounting & Auditing	513-32	20,150	22,300	27,500	28,500	34,500	34,500	47,000	36.2%
Other Contractual	513-34	720	0	514	863	725	725	725	0.0%
Travel/Per Diem	513-40	1,197	3,868	1,803	2,183	1,956	1,956	3,030	54.9%
Communications	513-41	8,865	9,896	8,552	15,436	16,736	16,736	17,636	5.4%
Rental & leases	513-44	3,313	14	1,848	2,756	4,404	4,404	4,656	5.7%
General Liability	513-45-01	1,617	1,748	1,469	1,748	2,020	2,020	961	-52.4%
Repairs & Maintenance	513-46	20,481	20,919	20,310	22,351	24,200	24,200	24,200	0.0%
Printing & Binding	513-47	4,829	2,210	2,321	2,424	2,375	2,375	2,375	0.0%
Office Supplies	513-51	9,680	6,866	7,054	5,028	6,270	6,270	6,270	0.0%
Operating Supplies	513-52	4,909	4,230	4,936	3,957	5,225	5,225	13,225	153.1%
Bks/Pubs/Subs	513-54	8,286	3,812	2,774	2,404	2,503	2,503	2,503	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		84,858	76,531	81,967	91,570	101,864	101,864	123,531	21.3%
Buildings	513-62	3,804							
Machinery & Equipment	513-64	3,867							
Capital Outlay		7,671	0	0	0	0	0	0	
DEPARTMENT TOTAL		419,482	436,563	444,634	379,144	409,901	409,901	432,094	5.4%

CITY OF GULFPORT
Fiscal Year 2010
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, 2 Accounting Technicians and a Staff Assistant II.	230,142
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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	2,040
513-15-03	Car allowance	4,200
513-15-12	Miscellaneous	200

FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	14,707
513-21-02	Medicare – budgeted at 1.45% of salary	3,439

RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation of 13% for the general employees who are in a defined benefit plan.	27,501
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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	23,149
513-23-02	Disability	1,469
513-23-04	Life Insurance	935

WORKER'S 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.	781
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OPERATING COSTS

PROFESSIONAL SERVICES

513-31	This account is used to cover the fee charged to put items for sale of Gov Deals.	950
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AUDITING AND ACCOUNTING

513-32			47,000
	Annual audit	(42,000)	
	Single audit	(5,000)	

OTHER CONTRACTUAL

513-34			725
	CAFR review	(415)	
	Budget review charge	(250)	
	Dial up service annual fee	(60)	

TRAVEL AND PER DIEM

513-40	Account expenditures include the cost of the FGFOA annual conference, Incode annual conference, quarterly business lunches with FGFOA and miscellaneous mileage subject to the Federal reimbursement IRS rate.		3,030
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COMMUNICATION

513-41			17,636
	Centranet, Suncom, City Hall Pay Phone, Director's cell phone,	(14,220)	
	Postage, postage permit, and portion of Pinellas County tax bills	(3,416)	

EQUIPMENT RENTALS

513-44	Postage machine lease and copier machine lease		4,656
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INSURANCE

513-45-01	General Liability		961
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REPAIRS AND MAINTENANCE

513-46			24,200
	Incode software annual maintenance	(20,000)	
	Data Disaster Recovery System annual renewal	(4,000)	
	Miscellaneous office equipment repairs	(200)	

PRINTING AND BINDING

513-47	Copy charges	2,375
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OFFICE SUPPLIES

513-51	Office supplies and copy paper for City Hall	6,270
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OPERATING SUPPLIES

513-52	Includes the cost of bank charges and plastic deposit bags, 1099 and W2 forms and blank check stock.	13,225
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BOOKS/PUBLICATIONS/MEMBERSHIPS

513-54	Funds to cover 2 memberships for FGFOA, 1 membership to GFOA, conference registrations for Incode, the state conference, the school of government finance and miscellaneous workshops and seminars.	2,503
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Information Technology

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Information Technology Director	1.00	1.00	1.00	1.00
Network Administrator	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>

CITY OF GULFPORT
FY 2010 Budget
Information Technology
001-1818-519

ACCOUNT	Div Acct. # 1818-519	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	519-12-01	108,962	120,100	125,912	133,198	151,573	151,573	150,673	-0.6%
Vacation Leave	519-12-02	6,021	6,223	9,197	6,929				
Sick Leave	519-12-03	5,774	2,820	2,153	2,807				
Overtime	519-14	422	1,789	0	0	2,040	2,040	2,040	0.0%
Car Allowance	519-15-03	4,215	4,216	4,200	4,216	4,200	4,200	4,200	0.0%
FICA Tax	519-21-01	7,298	8,052	8,452	8,753	9,784	9,784	9,852	0.7%
Medicare Tax	519-21-02	1,707	1,883	1,977	2,047	2,288	2,288	2,304	0.7%
Retirement	519-22-00	13,389	13,602	12,664	13,383	15,835	15,835	18,847	19.0%
Health Insurance	519-23-01	10,721	10,621	11,683	11,683	13,272	13,272	13,272	0.0%
Disability Insurance	519-23-02	641	942	671	698	1,026	1,026	1,026	0.0%
Life Insurance	519-23-04	453	509	549	571	744	744	744	0.0%
Workers Compensation	519-24	561	645	540	591	795	795	362	-54.5%
Unemployment	519-25	0	0	0	0	0	0		
People Costs		160,164	171,402	177,998	184,876	201,557	201,557	203,320	0.9%
Professional & Contractual	519-31	0	0	569	0	0	0		
Other Contractual	519-34	4,401	11,421	3,388	2,920	19,800	19,800	8,800	-55.6%
Travel & Training	519-40	909	244	1,382	3,163	2,000	2,000	2,000	0.0%
Communications	519-41	13,550	9,743	24,931	21,324	28,781	28,781	28,781	0.0%
Rental & leases	519-44	115	0	115	0	125	125	125	0.0%
General Liability	519-45-01	462	535	450	535	598	598	295	-50.7%
Repairs & Maintenance	519-46	10,756	12,453	9,528	9,396	10,700	10,700	12,700	18.7%
Printing & Binding	519-47	555	162	225	247	100	100	100	0.0%
Other Current Chg	519-49	120	0	250					
Office Supplies	519-51	1,998	739	381	1,370	1,000	1,000	1,000	0.0%
Operating Supplies	519-52	3,405	10,712	29,070	16,117	18,950	18,950	11,050	-41.7%
Bks/Pubs/Subs	519-54	5,025	2,938	1,309	1,072	4,025	4,025	5,150	28.0%
Transfer to Capital	581	0	0	0	0	0	0		
Operational Costs		41,296	48,947	71,598	56,144	86,079	86,079	70,001	-18.7%
Buildings	513-62	0							
Machinery & Equipment	513-64	8,090	43,002	67,689	67,968	72,300	72,300	49,800	-31.1%
Capital Outlay		8,090	43,002	67,689	67,968	72,300	72,300	49,800	-31.1%
DEPARTMENT TOTAL		209,550	263,351	317,285	308,988	359,936	359,936	323,121	-10.2%

CITY OF GULFPORT
Fiscal Year 2010
Information Technology

MISSION

The Information Technology Department supports City operations through the application of effective and efficient technology. These services include website development, system maintenance, training, departmental computer access, and coordination of all data processing related expenditures.

PROGRAMS

INFORMATION SERVICES – This involves supporting the objectives of City government with the effective and efficient application of technology.

The IT Department supports a wide range of services including Email , database management (i.e. financial applications, permits, code enforcement, police records and document imaging) as well as web services. The City's web site (www.ci.gulfport.fl.us) allows economical presentation of information to our citizens.

DESKTOP COMPUTER & PHONE SUPPORT –These are the hands-on tools that employees use to service our community. The IT Department responds to all calls for support involving, hardware, software and peripherals.

COMMUNICATIONS – This involves maximizing the usage of voice and data to improve communication and improve service. Electronic mail is used to reduce the number of paper memos and the amount of time necessary to communicate with employees, citizens, and business partners. Use Internet technologies for information access and dissemination, citizen services and City transactions. The internet is used to provide employees, citizens and business partner's access to City information.

GTV615 – This involves maintenance and calibration of broadcast equipment.

DISASTER PREPAREDNESS – This involves ensuring electronic information resources will be protected and secure, providing for continuous government service delivery, even in cases of emergency or disaster. All data tapes stored offsite are encrypted and secured.

PERSONNEL

SALARIES AND WAGES

519-12-01	Includes the Information Technology Director and Network Administrator.	150,673
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OTHER WAGES

519-14	Overtime: These funds are used pay for a camera operator for live City meetings.	2,040
519-15-03	Car Allowance	4,200

FICA & MEDICARE

519-21-01	FICA - budgeted at 6.2% of salary	9,852
519-21-02	Medicare – budgeted at 1.45% of salary	2,304

RETIREMENT

519-22	Retirement	18,847
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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	13,272
519-23-02	Disability	1,026
519-23-04	Life Insurance	744

WORKER'S 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.	362
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OPERATING COSTS

OTHER CONTRACTUAL

519-34	Cost of the storing backup tapes in a secure facility in Orlando.	8,800
		(4,800)
	Outside network support services	(4,000)

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.	2,000
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COMMUNICATION

519-41	Centranet, Suncom, FedEx, postage, and GTV-615 webstreaming Website space rental Bright House network connections to offsite City buildings CSM phone system maintenance Satellite phone rental	28,781
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EQUIPMENT RENTALS AND LEASES

519-41	Includes a local safety deposit box	125
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INSURANCE

519-45-01	General Liability	295
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REPAIRS AND MAINTENANCE

519-46	PC maintenance Annual renewal of firewall/network systems maintenance Double Take software maintenance	12,700
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PRINTING AND BINDING

519-47	Includes copy charges	100
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OFFICE SUPPLIES

519-51		1,000
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OPERATING SUPPLIES

519-52	Network anti-virus renewals	11,050
	Email anti-spam renewals	(2,500)
	50 replacement backup tapes	(4,800)
		(3,750)

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

519-54			5,150
	Microsoft Technet	(750)	
	FLGISA	(150)	
	FLGISA conference	(1,500)	
	Local technical training	(2,000)	
	technical books/manuals	(750)	

MACHINERY & EQUIPMENT

519-64			49,800
	Computer Replacements	19,500	
	City wide phone system annual lease-purchase	30,300	

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Personnel

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Human Resources Officer	1.00	1.00	1.00	1.00
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

CITY OF GULFPORT
FY 2010 Budget
Personnel
001-1516-513

ACCOUNT	Div Acct. # 1516-513	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Proposed	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	513-12-01	37,974	41,898	44,191	48,860	51,739	51,739	47,361	-8.5%
Vacation Leave	513-12-02	888	962	1,903	2,021				
Sick Leave	513-12-03	38	266	192	365				
FICA Tax	513-21-01	2,210	2,357	2,627	2,884	3,208	3,208	2,936	-8.5%
Medicare Tax	513-21-02	517	551	614	675	750	750	687	-8.4%
Retirement	513-22-00	3,767	4,643	2,208	2,512	4,553	4,553	6,157	35.2%
Health Insurance	513-23-01	6,126	7,037	6,964	5,931	7,129	7,129	7,129	0.0%
Disability Insurance	513-23-02	220	244	231	240	278	278	278	0.0%
Life Insurance	513-23-04	117	129	143	149	147	147	147	0.0%
Workers Compensation	513-24	180	227	190	208	229	229	127	-44.5%
Unemployment	513-25	0	0	0	0	0	0		
People Costs		52,037	58,314	59,263	63,845	68,033	68,033	64,822	-4.7%
Professional & Contractual	513-31	26,905	8,676	7,390	5,887	9,500	9,500	9,500	0.0%
Other Contractual	513-34	1,560	3,888	730	402	1,377	1,377	1,377	0.0%
Travel & Training	513-40	778	1,631	931	1,157	997	997	997	0.0%
Communications	513-41	466	464	393	218	324	324	1,224	277.8%
General Liability	513-45-01	234	255	215	256	295	295	141	-52.2%
Repairs & Maintenance	513-46	80	80	107	0	320	320	320	0.0%
Printing & Binding	513-47	805	563	551	228	855	855	855	0.0%
Promotional	513-48	1,202	1,275	782	-25	0	0		
Other Current Chg	513-49	11,719	9,395	3,104	2,536	4,000	4,000	4,000	0.0%
Office Supplies	513-51	484	680	286	553	665	665	665	0.0%
Operating Supplies	513-52	50	32	14	37	285	285	285	0.0%
Bks/Pubs/Subs	513-54	9,347	3,710	7,823	10,199	14,250	14,250	2,700	-81.1%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		53,630	30,649	22,326	21,448	32,868	32,868	22,064	-32.9%
Buildings	513-62	0							
Machinery & Equipment	513-64	0							
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		105,667	88,963	81,589	85,293	100,901	100,901	86,886	-13.9%

CITY OF GULFPORT
Fiscal Year 2010
Personnel

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 billings; 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; worker’s 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		47,361
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FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	2,936
513-21-02	Medicare – budgeted at 1.45% of salary	687

RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation of 13% for the general employees who are in a defined benefit plan.	6,157
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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	7,129
513-23-02	Disability	278
513-23-04	Life Insurance	147

WORKER'S 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.	127
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OPERATING COSTS

PROFESSIONAL SERVICES

513-31		9,500
	New hire background checks	(3,000)
	Drug screens and physicals	(4,000)
	Flu & Hepatitis vaccination costs	(500)
	Annual Employee Wellness Fair	(2,000)

OTHER CONTRACTUAL

513-34	Annual administration of the City's Cobra Plan by Cobra Source	1,377
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TRAVEL AND PER DIEM

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

513-41		1,224
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INSURANCE

513-45-01	General Liability	141
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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	855
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OTHER CHARGES

513-49	Covers the expense of employment advertising for the City's Human Resources Department	4,000
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OFFICE SUPPLIES

513-51		665
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OPERATING SUPPLIES

513-52		285
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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, miscellaneous Human Resources seminars, AND various publications and reference materials for the H.R. Department.	2,700
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Community Development – Planning Division

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>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	0.50	0.50	0.50
Principal Planner *	0.50	0.50	-	0.50
Building Official	-	-	-	-
Building Inspector	-	-	-	-
Staff Assistant II	-	-	-	-
Total:	<u>1.75</u>	<u>1.75</u>	<u>1.25</u>	<u>1.75</u>

* Full time positions allocated 50% to Planning, 25 % to WRD, and 25% to 49th Street.

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

CITY OF GULFPORT
FY 2010 Budget
Planning & Development
001-5117-515

ACCOUNT	Div Acct. # 5117-515	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	515-12-01	71,920	78,859	78,855	68,072	132,164	132,164	101,660	-23.1%
Vacation Leave	515-12-02	3,548	2,765	6,047	3,075				
Sick Leave	515-12-03	1,735	1,645	2,434	1,003				
Overtime	515-14	28	105	0	0	204	204	204	0.0%
Car Allowance	515-15-03	2,099	2,108	2,100	2,108	2,100	2,100	2,100	0.0%
FICA Tax	515-21-01	4,567	5,116	5,345	4,305	4,927	4,927	6,446	30.8%
Medicare Tax	515-21-02	1,068	1,197	1,250	1,007	1,152	1,152	1,507	30.8%
Retirement	515-22-00	8,896	9,769	6,778	7,124	8,173	8,173	13,033	59.5%
Health Insurance	515-23-01	7,799	6,563	8,441	8,698	9,128	9,128	9,128	0.0%
Disability Insurance	51523-02	375	561	456	402	522	522	522	0.0%
Life Insurance	515-23-04	239	301	342	309	365	365	365	0.0%
Workers Compensation	515-24	11,453	455	381	417	461	461	255	-44.7%
Unemployment	515-25	0	0	409	550	0	0		
People Costs		113,727	109,444	112,838	97,070	159,196	159,196	135,220	-15.1%
Professional & Contractual	515-31	7,270	46,148	42,144	20,667	57,000	57,000	35,000	-38.6%
Other Contractual	515-34	45	3,961	75	1,530	5,320	5,320	5,000	-6.0%
Travel & Training	515-40	534	2,574	4,358	614	6,080	6,080	5,000	-17.8%
Communications	515-41	7,748	7,192	6,314	4,682	5,447	5,447	6,347	16.5%
Water/Sewer	515-43-02	0	223	483	572	600	600	600	0.0%
Other	515-43-04	0	1,000	0		0	0		
Rental & leases	515-44	2,900	1,792	2,809	3,012	1,100	1,100	1,100	0.0%
General Liability	515-45-01	14,237	9,950	8,361	9,951	10,617	10,617	5,465	-48.5%
Automobile	515-45-02	2,102	728	612	728	870	870	401	-53.9%
Repairs & Maintenance	515-46	760	2,271	316	92	5,796	5,796	1,880	-67.6%
Printing & Binding	515-47	4,679	2,414	4,902	4,539	3,325	3,325	3,325	0.0%
Office Supplies	515-51	4,165	7,107	5,537	3,108	4,636	4,636	4,636	0.0%
Operating Supplies	515-52	1,061	1,662	2,056	108	950	950	950	0.0%
Bks/Pubs/Subs	515-54	3,695	2,634	3,581	3,028	2,470	2,470	2,470	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		49,196	89,656	81,548	52,630	104,211	104,211	72,174	-30.7%
Buildings	515-62	0							
Machinery & Equipment	515-64	1,851							
Capital Outlay		1,851	0	0	0	0	0	0	
DEPARTMENT TOTAL		164,774	199,100	194,386	149,700	263,407	263,407	207,394	-21.3%

CITY OF GULFPORT
Fiscal Year 2010
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, Waterfront Redevelopment Advisory Board and Economic Development Advisory Committee for the 49th Street Corridor 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, Future Land Use Map amendments and most recently the preparation of the Public School Facilities Element. Many 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.

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 as needed.

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. Associated activities include the provision of general zoning information to property owners, developers and builders.

PERSONNEL

SALARIES AND WAGES

515-12-01	Includes 50 percent of the Department Director, the Principal Planner, and Planner and 25 percent of the Administrative Assistant.	101,660
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OTHER WAGES

515-14	Overtime	204
515-15-03	Car Allowance	2,100

FICA & MEDICARE

FICA budgeted at 6.2% of salary	6,446
Medicare budgeted at 1.45% of salary	1,507

RETIREMENT

515-22	Retirement	13,033
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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.

515-23-01	Health Insurance	9,128
515-23-02	Disability	522
515-23-04	Life Insurance	365

WORKER'S 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.	255
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OPERATING COSTS

PROFESSIONAL SERVICES

515-31	Covers miscellaneous engineering costs associated with site plan reviews, FMAP applications, consulting services for mandated State and Federal projects and council projects.	35,000
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OTHER CONTRACTUAL

512-34 Covers annual GIS address updates and ESRI maintenance and support. **5,000**

TRAVEL AND PER DIEM

515-40 Covers 3 regional American Planning Association (APA) conferences and miscellaneous planning related workshops to maintain American Institute of Certified Planners (AICP) continuing education requirements. **5,000**

COMMUNICATIONS

515-41 Covers departments' cell phones, SUNCOM, postage, bulk mail permit and the Pinellas County Property Appraiser line. **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 General liability **5,465**
515-45-02 Automobile **401**

REPAIRS AND MAINTENANCE

515-46 Cover fuel, labor and repair costs associated with department vehicles. **1,880**

PRINTING AND BINDING

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

OFFICE SUPPLIES

515-51 Includes miscellaneous office supplies and copy paper. **4,636**

OPERATING SUPPLIES

515-52	Covers GIS equipment maintenance	950
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

515-54	Covers costs associated with 3 APA and AICP memberships, as well as a subscription to the Planners Advisory Service and Zoning Digest.	2,470
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<p>CITY OF GULFPORT FY 2010 PERSONNEL SUMMARY <i>Community Development – Building, Permitting and Inspection Division</i></p>

	<u>FY 2007 ACTUAL</u>	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 BUDGET</u>
PERSONNEL:				
Position:				
Building Official	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00
Total:	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

CITY OF GULFPORT
FY 2010 Budget
Building Inspection
001-5119-524

ACCOUNT	Div Acct. # 5119-524	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	524-12-01	127,025	121,814	134,680	130,989	153,789	153,789	158,134	2.8%
Vacation Leave	524-12-02	3,701	15,425	9,135	6,784				
Sick Leave	524-12-03	2,341	11,130	11,023	3,771				
Overtime	524-14	18	5	0	39	0	0		
FICA Tax	524-21-01	7,854	8,445	9,673	8,457	9,535	9,535	9,966	4.5%
Medicare Tax	524-21-02	1,837	1,975	2,262	1,978	2,230	2,230	2,331	4.5%
Retirement	524-22-00	13,509	12,042	7,740	8,806	13,533	13,533	20,896	54.4%
Health Insurance	524-23-01	12,311	9,490	10,293	12,454	11,062	11,062	11,062	0.0%
Disability Insurance	524-23-02	751	637	670	650	636	636	636	0.0%
Life Insurance	524-23-04	399	337	414	400	336	336	336	0.0%
Workers Compensation	524-24	8,561	14,210	11,906	13,050	15,848	15,848	7,992	-49.6%
Unemployment	524-25	0	0	0	3,088	0	0		
People Costs		178,307	195,510	197,796	190,466	206,969	206,969	211,353	2.1%
Professional & Contractual	524-31	2,416	27,750	0	5,662	0	0		
Other Contractual	524-34	2,760	4,792	10,692	7,372	6,650	6,650	4,993	-24.9%
Travel & Training	524-40	844	1,534	960	601	3,325	3,325	3,325	0.0%
Communications	524-41	587	962	883	1,106	751	751	751	0.0%
Rental & leases	524-44	525	1,004	0	0	1,100	1,100	1,100	0.0%
General Liability	524-45-01	6,512	9,950	8,361	9,951	11,950	11,950	5,465	-54.3%
Auto Ins	524-45-02	940	728	612	728	870	870	401	-53.9%
Repairs & Maintenance	524-46	171	3	-657	0	381	381	278	-27.0%
Printing & Binding	524-47	0	592	90	28	760	760	760	0.0%
Office Supplies	524-51	58	76	730	0	1,140	1,140	1,140	0.0%
Operating Supplies	524-52	973	315	251	355	1,292	1,292	400	-69.0%
Bks/Pubs/Subs	524-54	1,699	579	900	1,830	1,159	1,159	1,159	0.0%
Transfer to Capital	5581		0	0	0	0	0		
Operational Costs		17,485	48,285	22,822	27,633	29,378	29,378	19,772	-32.7%
Buildings	524-62	0							
Machinery & Equipment	524-64	0		4,054	29,716				
Capital Outlay		0	0	4,054	29,716	0	0	0	
DEPARTMENT TOTAL		195,792	243,795	224,672	247,815	236,347	236,347	231,125	-2.2%

CITY OF GULFPORT
Fiscal Year 2010
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 life/safety and minimum housing code regulation enforcement.

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, Building Inspector and Permit Technician.	158,134
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FICA & MEDICARE

524-21	FICA – budgeted at 6.2% of salary	9,966
524-22	Medicare – budgeted at 1.45% of salary	2,331

RETIREMENT

524-22	Retirement	20,896
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EMPLOYEE INSURANCE

524-23	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.	12,034
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WORKER'S 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.	7,992
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OPERATING COSTS

OTHER CONTRACTUAL

524-34	Covers County plan review and inspection services needed during peak demand periods and employee shortages. Also covers the cost of miscellaneous surveys and appraisals and clerical assistance for filing.	4,993
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TRAVEL AND PER DIEM

524-40	Covers conference and training costs involved with mandatory continuing education for the Building Official and Inspector. Also covers the annual Florida Association of Occupational Licensing Association (FAOLA) conference.	3,325
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COMMUNICATION

524-41	Covers departmental cell phone expenditures from Alltel.	751
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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
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INSURANCE

524-45-01	General liability	5,465
524-45-02	Automobile	401

REPAIRS AND MAINTENANCE

524-46	Cover fuel, labor and repair costs associated with department vehicles.	278
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PRINTING AND BINDING

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

524-51	Miscellaneous office supplies and copy paper	1,140
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OPERATING SUPPLIES

524-52	Covers uniform expenses for field personnel.	400
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

524-54	Covers costs associated with membership dues and seminar registrations, publication and Code book updates and training manuals for inspector certifications.	1,159
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Community Development – Code Enforcement Division

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>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
Total:	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>

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

CITY OF GULFPORT
FY 2010 Budget
Code Enforcement
001-5118-524

ACCOUNT	Div Acct. # 5118-524	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wage	524-12-01	35,843	40,209	44,145	43,354	50,419	50,419	51,582	2.3%
Vacation Leave	524-12-02	1,291	1,904	1,213	1,992				
Sick Leave	524-12-03	753	971	1,310	3,240				
Overtime	524-14	28	105	0	0	204	204	204	0.0%
Assignment Pay	524-15-11				125				
FICA Tax	524-21-01	2,251	2,635	2,856	2,966	3,139	3,139	3,211	2.3%
Medicare Tax	524-21-02	526	616	668	694	734	734	751	2.3%
Retirement	524-22-00	4,014	3,461	2,218	2,524	4,437	4,437	6,706	51.1%
Health Insurance	524-23-01	1,364	1,603	1,483	1,483	1,482	1,482	1,482	0.0%
Disability Insurar	524-23-02	206	198	189	196	272	272	272	0.0%
Life Insurance	524-23-04	110	105	118	121	144	144	144	0.0%
Workers Compe	524-24	5,137	3,422	2,867	3,142	3,469	3,469	1,924	-44.5%
Unemployment	524-25	0	0	0	0	0	0		
People Costs		51,523	55,229	57,067	59,837	64,300	64,300	66,276	3.1%
Professional & C	524-31	1,345	2,768	7,157	12,716	0	0		
Other Contractu	524-34	3,144	122	823	0	2,375	2,375	2,375	0.0%
Travel & Training	524-40	851	0	664	0	1,425	1,425	1,425	0.0%
Communications	524-41	305	428	507	499	376	376	376	0.0%
Rental & leases	524-44	0	251	0	0	1,100	1,100	1,100	0.0%
General Liability	524-45-01	6,512	9,950	8,361	9,951	11,950	11,950	5,465	-54.3%
Auto Insurance	524-45-02	940	728	612	728	870	870	401	-53.9%
Repairs & Maint	524-46	171	0	-2,541	0	4,304	4,304	2,690	-37.5%
Printing & Bindir	524-47	659	188	0	31	950	950	950	0.0%
Office Supplies	524-51	280	0	0	0	1,045	1,045	1,045	0.0%
Operating Suppli	524-52	74	0	98	70	380	380	380	0.0%
Bks/Pubs/Subs	524-54	90	0	360	35	428	428	428	0.0%
Transfer to Capit	581		0	0	0	0	0		
Operational Costs		14,371	14,435	16,041	24,030	25,203	25,203	16,635	-34.0%
Buildings	524-62	0							
Machinery & Eq	524-64	0							
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		65,894	69,664	73,108	83,867	89,503	89,503	82,911	-7.4%

<p>CITY OF GULFPORT Fiscal Year 2010 <i>Community Development – Code Enforcement Division</i></p>

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 Inspector and 25 percent of the Administrative Assistant.	51,582
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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.	204
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FICA & MEDICARE

524-21	FICA – budgeted at 6.2% of salary	3,211
524-22	Medicare – budgeted at 1.45% of salary	751

RETIREMENT

524-22	Retirement	6,706
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EMPLOYEE INSURANCE

524-23	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.	1,898
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WORKER'S 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.	1,924
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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.	2,375
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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.	1,425
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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	5,465
524-45-02	Automobile	401

REPAIRS AND MAINTENANCE

524-46	Cover fuel, labor and repair costs associated with department vehicles.	2,690
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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.	950
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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.	428
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Community Development – Waterfront Redevelopment

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.25	0.25	0.25	0.25
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	0.25	0.25	0.50	0.25
Principal Planner *	0.25	-	-	0.25
Total:	<u>1.00</u>	<u>0.75</u>	<u>1.00</u>	<u>1.00</u>

* Full time position allocated 50% to Planning, 25% to WRD and 25% to 49th Street.

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

CITY OF GULFPORT
FY 2010 Budget
Redevelopment Trust-WRD
120-5121-559

ACCOUNT	Div Acct. # 5121559	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	559-12-01	37,408	43,061	43,163	54,979	57,986	57,986	63,600	9.7%
Vacation Leave	559-12-02	1,626	1,549	3,282	1,991				
Sick Leave	559-12-03	920	847	1,316	553				
Overtime	559-14	28	105	0	0	204	204	204	0.0%
Car Allowance	559-15-03	1,058	1,054	1,050	1,054	1,050	1,050	1,050	0.0%
FICA Tax	559-21-01	2,377	2,777	2,910	2,399	3,673	3,673	4,021	9.5%
Medicare Tax	559-21-02	556	649	681	561	859	859	940	9.4%
Retirement	559-22-00	4,670	4,586	5,104	4,363	4,734	4,734	7,065	49.2%
Health Insurance	559-23-01	4,581	4,083	4,962	5,090	5,041	5,041	5,041	0.0%
Disability Insurance	559-23-02	230	280	228	201	283	283	283	0.0%
Life Insurance	559-23-04	136	151	171	155	196	196	196	0.0%
Workers Compensation	559-24	2,601	828	694	761	839	839	466	-44.5%
Unemployment	559-25	0	0	205	0	0	0		
People Costs		56,191	59,970	63,766	72,107	74,865	74,865	82,866	10.7%
Professional & Contractual	559-31	175	175	175	795	4,541	4,541	4,541	0.0%
Rental & leases	559-44	4,050	5,376	5,798	2,600	7,050	7,050	7,050	0.0%
Electricity	559-43-01	0	0	0	6,471				
General Liability	559-45-01	183	199	167	1,066	239	239	110	-54.0%
Property	559-45-03	0	0	14	200	4,563	4,563		-100.0%
Repairs & Maintenance	559-46	0	4,549	5,579	9,599	15,132	15,132	8,612	-43.1%
Printing & Binding	559-47	0	89	0	0	0	0		
Promotional	559-48	0	20,000	28,833	36,775	78,916	78,916	79,325	0.5%
Other Current Chg	559-49	796	108	162	0	0	0		
Operating Supplies	559-52	486	311	4,989	218	0	0		
Interfund Tsf to SPB Looper	559-91		100,000	100,000	100,000	35,000	35,000	57,643	64.7%
Operational Costs		5,690	130,807	145,717	157,724	145,441	145,441	157,281	8.1%
Imp.O/T Bldg	559-63	85,740		77,053	180,584			25,000	
Machinery & Equipment	559-64	0							
Capital Outlay		85,740	0	77,053	180,584	0	0	25,000	
DEPARTMENT TOTAL		147,621	190,777	286,536	410,415	220,306	220,306	265,147	20.4%

<p>CITY OF GULFPORT Fiscal Year 2010 <i>Community Development – Waterfront Redevelopment</i></p>
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MISSION

The purpose of the Waterfront Redevelopment Program is to develop plans, projects 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 maintenance area. Infrastructure improvements made under this program will increase property values which benefit the entire community.

PERSONNEL

SALARIES AND WAGES

559-12-01	This includes 25 percent of the Director, Principal Planner and Administrative Assistant.	63,600
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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.	204
559-15-03	Car allowance	1,050

FICA & MEDICARE

559-21	FICA – budgeted at 6.2% of salary	4,021
559-22	Medicare – budgeted at 1.45% of salary	940

RETIREMENT

559-22	Retirement	7,065
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EMPLOYEE INSURANCE

559-23	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.	5,520
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WORKER'S 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.	466
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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.	4,541
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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	110
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REPAIRS AND MAINTENANCE

559-46	Covers costs associated with electrical maintenance for tree lighting and trolley vehicles.	8,612
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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, portatlets and other materials associated with miscellaneous special events.	79,325
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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.	25,000
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INTERFUND TRANSFERS

581	Covers the cost of transferring money to the St. Pete Beach Looper special revenue fund	57,643
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Community Development – 49th Street Corridor Redevelopment

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.25	0.25	0.25	0.25
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	0.25	0.25	0.50	0.25
Principal Planner*	0.25	-	-	0.25
Total:	<u>1.00</u>	<u>0.75</u>	<u>1.00</u>	<u>1.00</u>

* Full time position allocated 50% to Planning, 25% to WRD and 25% to 49th Street.

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

CITY OF GULFPORT
FY 2010 Budget
Revelopement Trust-49th Street
130-5122-559

ACCOUNT	Div Acct. # 5122-559	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY10 adj To FY09
Salaries & Wages	559-12-01	37,556	43,061	43,163	37,769	42,986	42,986	56,100	30.5%
Vacation Leave	559-12-02	1,626	1,549	3,282	1,991				
Sick Leave	559-12-03	920	847	1,316	553				
Overtime	559-14	28	105	0	0	204	204	204	0.0%
Car Allowance	559-15-03	1,058	1,054	1,050	1,054	1,050	1,050	1,050	0.0%
FICA Tax	559-21-01	2,386	2,776	2,911	2,399	2,743	2,743	3,556	29.6%
Medicare Tax	559-21-02	558	649	681	561	641	641	832	29.8%
Retirement	559-22-00	4,671	4,586	5,104	4,363	4,639	4,639	7,065	52.3%
Health Insurance	559-23-01	4,581	4,083	4,962	5,090	5,041	5,041	5,041	0.0%
Disability Insurance	559-23-02	242	280	228	201	284	284	284	0.0%
Life Insurance	559-23-04	179	151	171	154	196	196	196	0.0%
Workers Compensation	559-24	1,180	241	202	222	245	245	466	90.2%
Unemployment	559-25	0	0	205	0	0	0		
People Costs		54,985	59,382	63,275	54,357	58,029	58,029	74,794	28.9%
Professional & Contractual	559-31	6,220	175	175	6,990	2,071	2,071	2,071	0.0%
Communications	559-41	144	485	257	0	370	370	370	0.0%
Electricity	559-43-01				373	0	0		
Rental & leases	559-44	6,000	6,000	6,000	0	0	0		
General Liability	559-45-01	298	0	0	0	0	0		
Property	559-45-03	2,594		14	0	0	0		
Printing & Binding	559-47	409	0	0	0	950	950	950	0.0%
Other Current	559-49	94	0	0	0	0	0		
Operating Supplies	559-52	44	2	89	443	0	0		
Transfer to General Fund	581							80,000	
Transfer to Capital	581							230,017	
Operational Costs		15,803	6,662	6,535	7,806	3,391	3,391	313,408	9142.3%
Buildings	559-62	47,953							
Imp O/T Bldg	559-63	48,744	73,267	278,907	294,698	500,000	500,000	250,000	-50.0%
Capital Outlay		96,697	73,267	278,907	294,698	500,000	500,000	250,000	-50.0%
DEPARTMENT TOTAL		167,485	139,311	348,717	356,861	561,420	561,420	638,202	13.7%

<p>CITY OF GULFPORT Fiscal Year 2010 <i>Community Development – 49th Street Corridor Redevelopment</i></p>

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 and Administrative Assistant.	56,100
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OTHER WAGES

559-14	Overtime: These funds are used to cover extra hours worked for balancing or cover for employee shortage.	204
559-15-03	Car allowance	1,050

FICA & MEDICARE

559-21	FICA – budgeted at 6.2% of salary	3,556
559-22	Medicare – budgeted at 1.45% of salary	832

RETIREMENT

559-22	Retirement	7,065
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EMPLOYEE INSURANCE

559-23	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.	5,521
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WORKER'S 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.	466
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OPERATING COSTS

PROFESSIONAL SERVICES

559-31	Covers the costs of special district fees, miscellaneous engineering for capital and special projects.	2,071
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COMMUNICATIONS

559-41	Covers departmental cell phone expenditures from Alltel.	370
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PRINTING AND BINDING

559-47	This account is for printing costs associated with miscellaneous promotional activities in the 49 th Street Corridor Redevelopment Area.	950
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IMPROVEMENTS O/T BUILDINGS

559-63	This account is for costs associated with the construction of a linear park on the Tangerine Greenway that is funded with a FRDAP grant.	250,000
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INTERFUND TRANSFERS

581	Return of \$230,017 previous transfer to Capital Projects Fund and \$80,000 previous transfer to the General Fund, 49 th Street Drainage project cancelled for FY 2010.	310,017
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Public Safety - Fire Department

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
EMS Manager/Fire Chief	1.00	1.00	1.00	1.00
Fire Captain	1.00	-	-	1.00
Lieutenant Firefighter/Paramedic	3.00	3.00	3.00	3.00
Firefighter/Volunteers	2.00	2.00	2.00	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	2.00	1.00	1.00	1.00
Total:	<u>17.50</u>	<u>15.50</u>	<u>15.50</u>	<u>16.50</u>

CITY OF GULFPORT
FY 2010 Budget
Public Safety-Fire
001-3432-522

ACCOUNT	Div Acct. # 3432-522	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	522-12-01	436,717	470,514	568,401	599,298	700,626	700,626	754,960	7.8%
Vacation Leave	522-12-02	28,542	18,987	12,255	17,653				
Sick Leave	522-12-03	12,280	6,142	14,795	23,031				
Other Salaries	522-13			10,886	19,735	10,925	10,925	10,925	0.0%
Overtime	522-14	95,716	91,079	85,182	92,403	100,393	100,393	100,393	0.0%
Fire Stipend	522-15-01	1,220	1,270	1,070	1,200	2,200	2,200	2,200	0.0%
Incentive	522-15-02	1,927	1,350	3,085	5,225	3,000	3,000	3,000	0.0%
Off-Duty	522-15-06	712	0	0	0	1,000	1,000	1,000	0.0%
Court Time	522-15-07	262	0	108	151	500	500	500	0.0%
Assignment	522-15-11	6,394	2,499	665	2,012	2,100	2,100	2,100	0.0%
Miscellaneous	522-15-12	825	1,650	2,500	2,125	2,125	2,125	2,125	0.0%
FICA Tax	522-21-01	34,491	35,312	41,854	45,308	49,455	49,455	53,124	7.4%
Medicare Tax	522-21-01	8,061	8,258	9,788	10,596	11,566	11,566	12,424	7.4%
Retirement	522-22-00	28,667	28,993	43,587	41,497	37,860	37,860	46,832	23.7%
Health Insurance	522-23-01	46,512	47,610	62,986	66,018	67,071	67,071	67,071	0.0%
Disability Insurance	522-23-02	2,346	2,568	2,645	3,229	3,334	3,334	3,334	0.0%
Life Insurance	522-23-04	1,246	1,359	1,640	1,988	1,868	1,868	1,868	0.0%
Workers Compensation	522-24	39,971	48,197	40,935	44,873	49,532	49,532	28,978	-41.5%
Unemployment	522-25	0	0	0	0	0	0		
People Costs		745,889	765,788	902,382	976,342	1,043,555	1,043,555	1,090,834	4.5%
Professional & Contractual	522-31	7,421	2,453	1,663	2,885	4,555	4,555	4,555	0.0%
Other Contractual	522-34	1,091	434	740	605	696	696	696	0.0%
Travel & Training	522-40	740	2,208	2,243	773	3,057	3,057	3,057	0.0%
Communications	522-41	4,298	4,177	4,004	2,404	2,984	2,984	2,984	0.0%
Electricity	522-43-01	10,515	15,575	16,358	4,798	11,192	11,192	11,192	0.0%
Water/Sewer	522-43-02	959	1,128	27,598	-23,132	1,275	1,275	1,275	0.0%
Rentals	522-44	2,361	2,265	2,726	3,221	3,200	3,200	3,200	0.0%
General Liability	522-45-01	6,489	7,015	5,895	7,015	8,429	8,429	3,853	-54.3%
Auto Ins	522-45-02	3,650	3,438	2,889	3,438	4,132	4,132	1,888	-54.3%
Property	522-45-03	8,669	10,087	22,754	20,691	26,632	26,632	16,261	-38.9%
Other	522-45-04	747	668	678	662	2,145	2,145	2,145	0.0%
Repairs & Maintenance	522-46	35,066	14,055	23,129	17,203	50,922	50,922	62,576	22.9%
Printing & Binding	522-47	1,482	425	506	337	641	641	641	0.0%
Promotional	522-48	454	1,499	1,322	1,402	1,900	1,900	1,900	0.0%
Office Supplies	522-51	3,036	2,098	3,452	2,519	2,375	2,375	2,375	0.0%
Operating Supplies	522-52	31,034	22,646	15,889	26,389	23,797	23,797	25,297	6.3%
Emergency Supplies	522-52-01	22,395	-584	0	0	0	0		
Bks/Pubs/Subs	522-54	11,261	11,251	10,559	12,495	13,229	13,229	13,229	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		151,668	100,838	142,405	83,705	161,161	161,161	157,124	-2.5%
Buildings	522-62	17,384	2,700						
Machinery & Equipment	522-64	59,794		8,707	5,419				
Capital Outlay		77,178	2,700	8,707	5,419	0	0	0	
DEPARTMENT TOTAL		974,735	869,326	1,053,494	1,065,466	1,204,716	1,204,716	1,247,958	3.6%

CITY OF GULFPORT
Fiscal Year 2010
Public Safety - 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.

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 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 – In the calendar year 2008 our Fire Department was dispatched to over 500 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- In the Calendar year 2008 our department was dispatched to 2,172 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 10 firefighter paramedics and/or EMT's. **754,960**

OTHER WAGES

522-13 Fire department staffing includes volunteer positions and 1 part time fire inspector. **10,925**

OVERTIME

522-14 Overtime: These funds are used to cover extra hours worked in emergency situations, or to cover shifts during shortages **100,393**

FIRE STIPEND

522-15-01 These funds are used to cover the volunteer firefighters pay. **2,200**

INCENTIVE

522-15-02 Incentive Pay: Florida Law requires educational incentive payment, above and beyond the base pay to firefighters who achieve designated levels of education or advanced training. **3,000**

OFF-DUTY

522-15-06 Pay for off-duty Community activities **1,000**

COURT PAY

522-15-07 Pay for off-duty court appearances and depositions **500**

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. **2,125**

FICA & MEDICARE

522-21-01 FICA budgeted at 6.2% of salary **53,124**

522-21-02 Medicare budgeted at 1.45% of salary **12,424**

RETIREMENT

522-22	Retirement is budgeted at the current actuarial valuation of 5.7% for all full time personnel in the fire department	46,832
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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.

522-23-01	Health Insurance	67,071
522-23-02	Disability	3,334
522-23-04	Life Insurance	1,868

WORKER'S 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.	28,978
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OPERATING COSTS

PROFESSIONAL SERVICES

522-31	This account is used for annual physicals, pre-employment polygraphs and psychological evaluations	4,555
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OTHER CONTRACTUAL

522-35	Covers the cost of pest control for the Fire Station and living quarters	696
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TRAVEL AND PER DIEM

522-40	Account expenditures include the cost of the National Fire Academy with airfare. The Governor's Hurricane annual conference, the fire Department Instructors Conference, Clincon Conference on pre-hospital emergency care.	3,057
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COMMUNICATIONS

522-41	Expenses including Centranet, Suncom, and Postage and Nextel phones	2,984
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UTILITIES

522-43	Water/sewer/garbage, electricity, gas	12,467
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EQUIPMENT RENTALS

522-44 This account includes the rental agreement for the Sharp copier AR-M277. **3,200**

INSURANCE

522-45-01 General Liability **3,853**
522-45-02 Automobile **1,888**
522-45-03 Property **16,261**
522-45-04 Other **2,145**

REPAIRS AND MAINTENANCE

522-46 Cover fuel, labor and repair costs associated with department vehicles. **62,576**

PRINTING AND BINDING

522-47 Includes business cards, stationary supplies, and fire inspection forms. **641**

PROMOTIONAL

522-48 Includes fire prevention week materials, smoke detectors, CPR supplies and general fire safety educational materials. **1,900**

OFFICE SUPPLIES

522-51 Includes all department office supplies **2,375**

OPERATING SUPPLIES

522-52 Includes IAFF shoe allowance, hose replacement, small tools, bunker gear, helmets, gloves, uniforms, personal protective equipment and lifepack 12 batteries **25,297**

MEMBERSHIPS/SUBSCRIPTIONS

522-54 Funds to cover 6 memberships, EMS license, Florida Department of Health lab license, PALS, Fire Chief's Association, professional magazines and publications, training classes, and conference registrations fees. **13,229**

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Public Safety - Police Department

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Police Chief	1.00	1.00	1.00	1.00
Lieutenants	2.00	2.00	2.00	1.00
Police Sergeants	4.00	4.00	4.00	5.00
Police Compliance Sergeant	1.00	1.00	1.00	0.00
Detective Sergeant	1.00	1.00	1.00	1.00
Detectives	3.00	2.00	2.00	2.00
Police Officers	20.00	18.00	18.00	18.00
Staff Assistant II	-	-	-	-
Environmental Safety Officer	-	-	-	-
Crime Analyst	1.00	1.00	1.00	1.00
Communications Dispatchers	4.00	4.00	4.00	4.00
Police Records Technician	1.00	1.00	1.00	-
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
Victim's Advocate Officer	-	-	-	-
School Resource Officer	-	1.00	1.00	1.00
Police Services Specialist	1.00	1.00	1.00	1.00
Youth Resources Officer	1.00	1.00	1.00	-
Total:	<u>45.00</u>	<u>43.00</u>	<u>43.00</u>	<u>40.00</u>

CITY OF GULFPORT
FY 2010 Budget
Public Safety-Police
001-3434-521

ACCOUNT	Div Acct. # 3432-521	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	521-12-01	1,681,501	1,757,330	1,730,826	1,843,426	2,117,870	2,117,870	1,987,373	-6.2%
Vacation Leave	521-12-02	107,454	88,405	109,637	119,868				
Sick Leave	521-12-03	40,116	48,715	49,107	66,034				
Other Salaries	521-13	25,174	23,466	27,746	24,594	32,932	32,932	35,796	8.7%
Overtime	521-14	232,529	247,000	178,873	192,904	160,000	160,000	130,000	-18.8%
Incentive	521-15-02	27,484	27,036	29,367	30,543	36,620	36,620	36,620	0.0%
Car Allowance	521-15-03	5,419	3,261	0	0	0	0	0	
Field Training	521-15-05	1,702	2,970	1,536	2,549	2,150	2,150	2,150	0.0%
Off-Duty	521-15-06	32,201	31,868	17,187	7,781	19,000	19,000	12,000	-36.8%
Court Time	521-15-07	13,376	14,701	17,312	23,318	16,075	16,075	16,075	0.0%
Acting Sup.	521-15-10	948	386	1,166	1,831	1,000	1,000	1,000	0.0%
Assignment	521-15-11	128	139	1,222	325	2,000	2,000	2,000	0.0%
Miscellaneous	521-15-12	20,626	17,260	17,935	17,868	21,775	21,775	21,775	0.0%
Shift Premium	521-15-13	13,596	13,523	23,631	32,420	32,200	32,200	32,200	0.0%
FICA Tax	521-21-01	129,371	137,029	134,629	144,166	154,017	154,017	144,526	-6.2%
Medicare Tax	521-21-02	30,280	32,056	31,512	33,716	36,020	36,020	33,800	-6.2%
Retirement	521-22-00	218,960	232,766	269,220	271,810	201,074	201,074	259,065	28.8%
Health Insurance	521-23-01	179,143	168,838	170,066	175,126	201,229	201,229	190,114	-5.5%
Disability Insurance	521-23-02	9,651	10,175	8,875	9,169	11,975	11,975	11,975	0.0%
Miscellaneous	521-23-03	1,775	0	0	0	0	0	0	
Life Insurance	521-23-04	5,257	5,401	5,638	5,826	6,336	6,336	6,336	0.0%
Workers Compensation	521-23-24	101,274	109,300	88,413	100,557	111,004	111,004	61,577	-44.5%
Unemployment	521-25	0	0	2,475	7,490	0	0	0	
People Costs		2,877,965	2,971,625	2,916,373	3,111,321	3,163,277	3,163,277	2,984,382	-5.7%
Professional & Contractual	521-31	59,375	56,902	61,086	62,759	68,900	68,900	58,800	-14.7%
Court Reporting	521-33	616	0	702	158	700	700	700	0.0%
Other Contractual	521-34	9,139	13,193	32,623	15,604	8,059	8,059	8,059	0.0%
Travel & Training	521-40	19,154	16,321	14,333	9,444	11,700	11,700	9,000	-23.1%
Communications	521-41	49,922	53,653	49,972	46,229	42,909	42,909	42,909	0.0%
Electricity	521-43-01	25,387	29,292	34,646	35,424	32,059	32,059	32,059	0.0%
Water/Sewer	521-43-02	6,081	5,118	3,542	3,578	5,128	5,128	5,128	0.0%
Other	521-43-03	539	625	642	598	650	650	650	0.0%
Rentals	521-44	9,480	2,799	6,644	8,341	6,530	6,530	5,530	-15.3%
General Liability	521-45-01	23,787	25,886	21,751	25,886	31,105	31,105	14,218	-54.3%
Auto Ins	521-45-02	35,760	39,173	32,914	39,172	47,067	47,067	21,515	-54.3%
Property	521-45-03	6,805	8,739	19,713	17,926	20,356	20,356	14,087	-30.8%
Other	521-45-04	1,564	1,670	1,670	1,670	4,919	4,919	4,919	0.0%
Repairs & Maintenance	521-46	64,780	87,741	66,279	63,819	252,207	252,207	158,405	-37.2%
Printing & Binding	521-47	3,302	2,238	1,976	1,226	1,000	1,000	1,000	0.0%
Promotional	521-48	5,151	7,914	1,548	2,042	850	850	2,000	135.3%
Office Supplies	521-51	17,361	27,253	12,748	13,445	12,500	12,500	12,500	0.0%
Operating Supplies	521-52	53,420	54,626	34,305	27,279	22,400	22,400	18,400	-17.9%
Explorer Exp	521-52-01	0	36	46	159	1,000	1,000	1,000	0.0%
Bks/Pubs/Subs	521-54	26,178	20,087	28,538	26,751	26,575	26,575	26,575	0.0%
Transfer to Capital	581		0	0	0	0	0	0	
Operational Costs		417,801	453,266	425,678	401,510	596,614	596,614	437,454	-26.7%
Improvements	521-63	0	4,975						
Machinery & Equipment	521-64	102,878	60,993	27,161	16,967	7,900	7,900	5,000	-36.7%
Capital Outlay		102,878	65,968	977,161	16,967	7,900	7,900	5,000	-36.7%
DEPARTMENT TOTAL		3,398,644	3,490,859	3,369,212	3,529,798	3,767,791	3,767,791	3,426,836	-9.0%

CITY OF GULFPORT
Fiscal Year 2010
Public Safety - 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.

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.

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.

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 processing of all incoming calls from the public and dispatch to police officers. It also includes the initial data entry for all calls for service, as well as the coordination of multiple users on different radio frequencies. Provides for acquisition and maintenance of communication equipment.

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.

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 29 sworn and 9 civilian, full-time **2,023,169** employees, as well as 2 part-time school crossing guards.

OVERTIME

521-14 Overtime: These funds are used to cover extra hours worked in emergency **130,000** situations, or to cover shifts during shortages

INCENTIVE PAY

521-15-02 Incentive Pay: Florida Law requires educational incentive payment, above and **36,620** beyond the base pay to sworn officers who achieve designated levels of education or advanced training.

ASSIGNMENT PAY

521-15-05 Acting supervisor, field training officer **2,150**

OFF DUTY PAY

521-15-06 Covers cost of officers working under contract to provide security at private or **12,000** special events. These costs are reimbursed by the contractor.

COURT PAY

521-15-07	Pay for off-duty court appearances and depositions	16,075
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SHIFT PREMIUM

521-15-13	Employees working the night shift are paid a higher rate	56,975
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FICA & MEDICARE

521-21-01	FICA budgeted at 6.2% of salary	144,526
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521-21-02	Medicare budgeted at 1.45% of salary	33,800
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RETIREMENT

521-22	Retirement is budgeted at the current actuarial valuation of 13% for the general employees who are in a defined benefit plan. The director is in a 401 Plan with the city contributing 12% of salary.	259,065
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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	190,114
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512-23-02	Disability	11,975
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512-23-04	Life Insurance	6,336
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WORKER'S COMPENSATION

521-24	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.	61,577
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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: Equipment and evidence room alarm monitoring Physical exams for pre-employment screening Polygraph exams for pre-employment screening Psychological exams for pre-employment screening Medical Examiner laboratory tests Forensic services contract with Pinellas County Sheriff Other forensic testing as needed Database access for background and criminal investigations	58,800
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COURT REPORTING

521-33	Costs to cover court reporting in potential arbitration or other legal proceedings.	700
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OTHER CONTRACTUAL

521-34	Includes wrecker service for impounded vehicles, janitorial, and pest control service.	8,059
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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.	9,000
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COMMUNICATIONS

521-41	Covers costs for all department phone lines including dispatch, cell phones, air cards for laptops in patrol vehicles, postage expenses, cable and the DAWG line.	42,909
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UTILITIES

521-43	Water/sewer/garbage, electricity, gas	37,837
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RENTALS AND LEASES

521-44		5,530
	Copy machine lease	
	Safe deposit box rental	
	IdentaKit software lease	

INSURANCE

521-45-01	General Liability	14,218
521-45-02	Automobile	21,515
521-45-03	Property	14,087
521-45-04	Other	4,919

REPAIRS AND MAINTENANCE

521-46	Covers the cost of operating and maintaining all police vehicles, equipment, computers, and software.	158,405
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PRINTING AND BINDING

521-47	Includes costs to print various forms, such as victim rights books and domestic violence handouts.	1,000
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PROMOTIONAL

521-48	Includes costs for community programs, such as the citizens' police academy, National Night Out, DAWG campaign, and maintaining the police department website.	2,000
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OFFICE SUPPLIES

521-51	Includes office supplies and copy paper for the police department.	12,500
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OPERATING SUPPLIES

521-52	Includes the cost for uniforms and related equipment, evidence packaging supplies, ammunition and targets for training, and funds for special investigations.	18,400
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MEMBERSHIPS

521-54	Funds to cover advanced training seminars and memberships in professional associations including: 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	27,575
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MACHINERY & EQUIPMENT

519-64	Portable Video Equipment replacement	5,000	5,000
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Public Works - Office of the Director

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>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>

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

CITY OF GULFPORT
FY 2010 Budget
Public Works-Director
001-5151-536

ACCOUNT	Div Acct. # 5151-536	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	536-12-01	52,995	50,770	50,490	50,856	58,177	58,177	60,288	3.6%
Vacation Leave	536-12-02	6,521	2,802	3,488	3,771				
Sick Leave	536-12-03	6,584	1,894	912	1,543				
Overtime	536-14	68	27	22	0	102	102	102	0.0%
Car Allowance	536-15-03	2,098	2,173	2,100	2,108	2,100	2,100	2,100	0.0%
FICA Tax	536-21-01	3,974	3,444	3,403	3,467	3,744	3,744	3,874	3.5%
Medicare Tax	536-21-02	929	805	796	811	876	876	906	3.4%
Retirement	536-22-00	8,104	5,897	5,395	5,552	6,326	6,326	7,402	17.0%
Health Insurance	536-23-01	5,360	4,707	5,842	5,842	5,842	5,842	5,842	0.0%
Disability Insurance	536-23-02	265	365	271	275	454	454	454	0.0%
Life Insurance	536-23-04	187	198	227	229	336	336	336	0.0%
Workers Compensation	536-24	323	299	251	274	304	304	169	-44.4%
Unemployment	536-25	0	0	0	0	0	0		
People Costs		87,408	73,381	73,197	74,728	78,261	78,261	81,473	4.1%
Professional & Contractual	536-31	7,780	3,884	2,185	3,240	5,000	5,000	5,000	0.0%
Other Contractual	536-34	6,268	7,429	10,272	9,407	10,262	10,262	10,262	0.0%
Travel & Training	536-40	706	1,130	1,810	2,424	1,425	1,425	2,390	67.7%
Communications	536-41	3,258	3,524	4,420	3,171	4,068	4,068	4,068	0.0%
Electricity	536-43-01	9,112	9,095	9,924	9,791	11,200	11,200	11,200	0.0%
Water/Sewer	536-43-02	586	200						
Other	536-43-03	1,497	0						
General Liability	536-45-01	581	631	530	631	758	758	347	-54.2%
Property	536-45-03	4,281	4,980	11,235	10,217	13,218	13,218	8,029	-39.3%
Repairs & Maintenance	536-46	3,575	1,346	1,173	4,685	2,700	2,700	2,700	0.0%
Printing & Binding	536-47	379	706	355	941	475	475	475	0.0%
Promotional	536-48	290	560	195	388	238	238	238	0.0%
Office Supplies0	536-51	1,194	1,925	1,883	1,722	1,425	1,425	1,425	0.0%
Operating Supplies	536-52	1,860	1,491	739	199	475	475	475	0.0%
Hurrigan Sup	536-52-01	0	1,080		0	0	0		
Bks/Pubs/Subs	536-54	1,815	1,467	1,787	1,130	803	803	455	-43.3%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		43,182	39,448	46,508	47,946	52,047	52,047	47,064	-9.6%
Buildings	513-62	0							
Machinery & Equipment	513-64	0		1,973					
Capital Outlay		0	0	1,973	0	0	0	0	
DEPARTMENT TOTAL		130,590	112,829	121,678	122,674	130,308	130,308	128,537	-1.4%

<p>CITY OF GULFPORT Fiscal Year 2010 <i>Public Works - Office of the Director</i></p>

MISSION

The purpose of this program is to manage and supervise the City's Public Works, Solid Waste and Utility Operations. The program is also responsible for managing City streets and drainage systems 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	60,288
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OTHER WAGES

536-14	Overtime	102
536-15-03	Car Allowance	2,100

FICA & MEDICARE

536-21-01	FICA	3,874
536-21-02	Medicare	906

RETIREMENT

536-22-00	Retirement	7,402
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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	5,842
536-23-02	Disability	454
536-23-04	Life Insurance	336

WORKER'S 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.	169
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OPERATING COSTS

PROFESSIONAL SERVICES

536-31	Engineering services, traffic committee consulting and other unbudgeted projects.	5,000
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OTHER CONTRACTUAL

536-34	Janitorial services	10,262
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TRAVEL AND PER DIEM

536-40		2,390
	American Public Works Association convention	(\$900)
	Florida Stormwater Association Annual conference	(\$350)
	BOAF Training	(\$900)
	Administrative Assistant average mileage	(\$240)

COMMUNICATION

536-41	This account covers Centranet, Suncom, Bright House, postage	4,068
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UTILITIES

536-43-01	Electricity	11,200
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INSURANCE

536-45-01	General Liability Insurance	347
536-45-03	Property	8,029

REPAIRS AND MAINTENANCE

536-46	Supplies for minor repairs (\$500), repairs to base station (\$500), repair to key entry system (\$700) and gate system (\$1,000)	2,700
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PRINTING AND BINDING

536-47	Copy Machine charges in City Hall, maps, mylars as needed	475
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PROMOTIONAL

536-48	Legal ads for professional services	238
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OFFICE SUPPLIES

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

536-52	Office software or accessories as needed	475
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MEMBERSHIPS AND REGISTRATIONS

536-54	American Public Works Association dues books/publications/memberships to be determined by Director	455
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Public Works - Streets

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Supervisor *	0.50	0.50	0.50	0.50
Street Equipment Operators	1.50	-	-	-
Maintenance Workers II **	2.00	1.00	1.00	1.00
Summer Teens (P/T)	0.50	-	-	-
Equipment Operator		1.00	1.00	1.00
Crew Leader*		0.50	0.50	0.50
Total:	<u>4.50</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

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

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

(3) 100% Streets

CITY OF GULFPORT
FY 2010 Budget
Public Works-Streets
001-5153-541

ACCOUNT	Div Acct. # 5153-541	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY9 adj To FY10
Salaries & Wages	541-12-01	103,327	103,998	115,607	88,654	116,217	116,217	102,975	-11.4%
Vacation Leave	541-12-02	8,732	8,187	8,347	7,662				
Sick Leave	541-12-03	3,689	1,613	3,744	14,225				
Other Salaries	541-13	1,920	1,152	2,753	0	1,662	1,662	1,662	0.0%
Overtime	541-14	4,448	2,281	3,335	2,668	3,060	3,060	3,060	0.0%
Miscellaneous	541-15-12	111	57	0	0	0	0	0	
FICA Tax	541-21-01	7,017	6,927	7,487	6,431	7,498	7,498	6,664	-11.1%
Medicare Tax	541-21-02	1,641	1,620	1,751	1,504	1,754	1,754	1,558	-11.2%
Retirement	541-22-00	13,315	10,994	6,895	7,846	9,848	9,848	13,358	35.6%
Health Insurance	541-23-01	16,655	14,589	15,730	17,144	27,300	27,300	27,300	0.0%
Disability Insurance	541-23-02	635	932	557	545	612	612	612	0.0%
Life Insurance	541-23-04	328	336	255	217	324	324	324	0.0%
Workers Compensation	541-24	13,439	12,763	10,694	11,721	12,939	12,939	7,178	-44.5%
Unemployment	541-25	0	0	0	0	0	0	0	
People Costs		175,257	165,449	177,155	158,617	181,214	181,214	164,691	-9.1%
Professional & Contractual	541-31	39,879	0	0	0	0	0	0	
Other Contractual	541-34	57,738	42,722	41,883	57,561	27,503	27,503	28,950	5.3%
Electricity	541-43-01	135,716	169,328	174,493	182,958	202,121	202,121	202,121	0.0%
Water/Sewer	541-43-02	323	403	569	466	0	0	0	
Rental & leases	541-44	1,164	343	4,081	4,445	5,000	5,000	5,000	0.0%
General Liability	541-45-01	34,212	37,450	31,467	37,449	44,998	44,998	20,568	-54.3%
Auto Ins	541-45-02	2,490	2,729	2,292	2,730	3,279	3,279	1,499	-54.3%
Property	541-45-03	488	569	1,282	1,166	1,662	1,662	917	-44.8%
Repairs & Maintenance	541-46	18,647	14,286	-15,286	15,971	49,795	49,795	46,556	-6.5%
Operating Supplies	541-52	13,604	20,006	10,162	9,804	13,633	13,633	16,900	24.0%
Road Material	541-53	6,470	10,885	8,448	9,412	10,000	10,000	8,000	-20.0%
Transfer to Capital	581		0	0	0	0	0	0	
Operational Costs		310,731	298,721	259,391	321,962	357,991	357,991	330,511	-7.7%
Improvements	541-63	0		1,682	1,248	2,000	2,000	2,000	0.0%
Machinery & Equipment	541-64	2,746	3,177	16,262		5,000	5,000		-100.0%
Capital Outlay		2,746	3,177	17,944	1,248	7,000	7,000	2,000	-71.4%
DEPARTMENT TOTAL		488,734	467,347	454,490	481,827	546,205	546,205	497,202	-9.0%

CITY OF GULFPORT
Fiscal Year 2010
Public Works - Streets

MISSION

Provide regular maintenance of roads, curbs, sidewalk restoration projects, alleys, street striping and traffic signs, and barricades. Trim trees growing into roads or alleys and trim or remove hazardous trees on city rights-of-way. The Street Division is also responsible for hurricane and storm response and special community event support.

PERSONNEL

SALARIES AND WAGES

541-12-01 This includes 50% of the supervisor and 50% crew leader's salary, and the salary for the equipment operator and maint. Worker II. **102,975**

OTHER WAGES

541-13	Other Salaries	1,662
541-14	Overtime	3,060

FICA & MEDICARE

541-21-01	FICA	6,664
541-21-02	Medicare	1,558

RETIREMENT

541-22-00	Retirement	13,358
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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	27,300
541-23-02	Disability	612
541-23-04	Life Insurance	324

WORKER'S 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. **7,178**

OPERATING COSTS

OTHER CONTRACTUAL

541-34		28,950
	Street striping	(5,000)
	Alley trimming/stump & tree removal	(22,650)
	Lift truck for holiday banners	(800)
	Bee removal	(500)

UTILITIES

541-43-01	Electricity for City street lights	202,121
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EQUIPMENT RENTALS

541-44	Includes alley grader, bucket lift, concrete grinder and asphalt roller.	5,000
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INSURANCE

541-45-01	General Liability	20,568
541-45-02	Automotive	1,499
541-45-03	Property	917

REPAIRS AND MAINTENANCE

541-46		46,556
	Garage vehicle maintenance (FINANCE)	(26,581)
	Equipment maintenance and welding	(4,000)
	Traffic signal maintenance - 3% increase - Pinellas County	(15,975)

OPERATING SUPPLIES

541-52		16,900
	Uniforms	(450)
	Hand tools	(1,000)
	Street signs	(10,000)
	Barricades	(2,400)
	Replacement portable handheld radios - 2 @ \$625	(1,250)
	Miscellaneous daily equipment/Gatorade	(1,800)

ROAD MATERIALS

541-53	Asphalt, Coherex dust control products, concrete mix, road paint, sod for restoration projects, storm drain covers	8,000
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IMPROVEMENTS O/T BUILDINGS

541-61	Custom street signs	2,000 (2,000)
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Building Maintenance

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Maintenance Worker II	1.00	1.00	1.00	1.00
Utility Services Worker II	1.00	1.00	-	-
Maintenance Worker III			1.00	1.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
FY 2010 Budget
Public Works-Building Maintenance
001-5120-519

ACCOUNT	Div Acct. # 5120-519	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	519-12-01	50,361	53,694	56,230	59,284	70,455	70,455	70,145	-0.4%
Vacation Leave	519-12-02	3,403	4,872	4,378	4,938				
Sick Leave	519-12-03	2,783	2,757	4,708	3,866				
Overtime	519-14	922	1,367	1,312	1,956	510	510	510	0.0%
FICA Tax	519-21-01	3,326	3,741	4,088	4,295	4,400	4,400	4,381	-0.4%
Medicare Tax	519-21-02	778	875	956	1,005	1,029	1,029	1,024	-0.5%
Retirement	519-22-00	6,152	5,036	3,108	3,536	6,280	6,280	9,119	45.2%
Health Insurance	519-23-01	9,111	9,011	9,912	6,011	9,912	9,912	9,912	0.0%
Disability Insurance	519-23-02	291	335	314	322	386	386	386	0.0%
Life Insurance	519-23-04	154	177	196	202	204	204	204	0.0%
Workers Compensation	519-24	0	4,419	3,703	4,059	4,480	4,480	2,485	-44.5%
Unemployment	519-25	0	0	0	0	0	0		
People Costs		77,281	86,284	88,905	89,474	97,656	97,656	98,166	0.5%
Professional & Contractual	519-31	0	10,999	0	0	0	0		
Other Contractual	519-34	8,239	9,940	28,417	31,950	32,871	32,871	33,478	1.8%
Travel/Per Diem	519-40	0	258	0	0	0	0		
Communications	519-41	779	1,191	1,224	1,355	1,290	1,290	1,290	0.0%
Electricity	519-43-01	12,191	13,626	16,312	16,625	15,228	15,228	15,228	0.0%
Water/Sewer	519-43-02	1,773	1,891	1,744	1,823	2,472	2,472	2,472	0.0%
Rental & leases	519-44	0	40	345	257	500	500	500	0.0%
Auto Ins	519-45-02	0	943	792	943	1,133	1,133	518	-54.3%
Property	519-45-03	4,221	5,947	13,416	12,200	17,383	17,383	9,587	-44.8%
Repairs & Maintenance	519-46	12,923	12,809	537	6,389	46,977	46,977	48,627	3.5%
Printing & Binding	519-47	343	461	150	55	143	143		-100.0%
Office Supplies	519-51	0	170	79	9	190	190	190	0.0%
Operating Supplies	519-52	14,328	13,740	11,748	11,915	11,400	11,400	12,000	5.3%
Books/Pubs	519-54				10	0	0		
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		54,797	72,015	74,764	83,531	129,587	129,587	123,890	-4.4%
Buildings	519-62	0							
Machinery & Equipment	519-64	0		1,709					
Capital Outlay		0	0	1,709	0	0	0	0	
DEPARTMENT TOTAL		132,078	158,299	165,378	173,005	227,243	227,243	222,056	-2.3%

CITY OF GULFPORT
Fiscal Year 2010
Building Maintenance

MISSION

The purpose of this program is to provide preventative and remedial building maintenance service for all City buildings and to coordinate the activities of trade contractors performing work beyond the capabilities of staff members assigned these duties. General building maintenance services are provided using in-house personnel. Other services such as janitorial, pest control, plumbing, electrical, air conditioning and other trades are contractor provided. This program also provides support to the Senior Center, Casino, Recreation Center and City Clerk's office by assisting in setting up and restoring rooms for public meetings. Costs for most repairs, maintenance and improvements are budgeted in and would be expended from accounts in the subject department.

PERSONNEL

SALARIES AND WAGES

519-12-01	This includes a Maintenance Worker III and a Maintenance Worker II	70,145
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OTHER WAGES

519-14	Overtime	510
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FICA & MEDICARE

519-21-01	FICA	4,381
51921-02	Medicare	1,024

RETIREMENT

519-22-00	Retirement	9,119
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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	9,912
519-23-02	Disability	386
519-23-04	Life Insurance	204

WORKER'S 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.	2,485
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OPERATIONS

OTHER CONTRACTUAL

519-34		33,478
	Janitorial services (17.3%)	(13,552)
	Pest control	(660)
	Filter service (5% increase)	(12,742)
	Air conditioning maintenance & service	(6,524)

COMMUNICATIONS

519-41	Centranet, Alltel	1,290
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UTILITIES

519-43-01	Electricity	15,228
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	Automotive	518
519-45-02	Property	9,587

REPAIRS AND MAINTENANCE

519-46		14,587
	Miscellaneous repair supplies	(1,500)
	Air conditioner repairs	(1,600)
	Fire equipment servicing and stove hood inspection	(1,250)
	Vehicle maintenance	(6,237)
	Waxing of Neighborhood Center floors - twice annually @ \$250	(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.	34,040
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OFFICE SUPPLIES

519-51	Paper and miscellaneous office supplies	190
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OPERATING SUPPLIES

519-52		12,000
	Uniforms	(900)
	Janitorial supplies for City Hall, FD & Public Works buildings	(4,600)
	Building materials	(5,000)
	Small tools & equipment	(1,500)

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Vehicle Maintenance

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>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>

CITY OF GULFPORT
FY 2010 Budget
Public Works-Garage
001-5150-590

ACCOUNT	Div Acct. #	FY05 Actual 5150-590 Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	590-12-01	81,633	87,005	83,614	88,085	102,835	102,835	102,978	0.1%
Vacation Leave	590-12-02	8,544	3,651	8,034	7,552				
Sick Leave	590-12-03	409	1,986	6,926	4,766				
Overtime	590-14	3,983	2,212	547	1,971	1,500	1,500	1,500	0.0%
Assignment Pay	590-15-11	0	362	0	0	0	0		
Miscellaneous	590-15-12	174	1,854	44	0	0	0		
FICA Tax	590-21-01	5,597	5,945	6,072	6,260	6,629	6,629	6,638	0.1%
Medicare Tax	590-21-02	1,309	1,390	1,420	1,464	1,550	1,550	1,552	0.1%
Retirement	590-22-00	9,203	8,477	4,868	5,539	9,049	9,049	13,387	47.9%
Health Insurance	590-23-01	8,358	7,237	7,961	7,961	7,961	7,961	7,961	0.0%
Disability Insurance	590-23-02	492	522	483	491	567	567	567	0.0%
Life Insurance	590-23-04	261	276	298	302	300	300	300	0.0%
Workers Compensation	590-24	4,506	5,503	4,610	5,055	5,578	5,578	3,095	-44.5%
Unemployment	590-25	0	0	0	0	0	0		
People Costs		124,469	126,420	124,877	129,446	135,969	135,969	137,978	1.5%
Travel/Per Diem	590-40	376	428	8	0	950	950	950	0.0%
Communications	590-41	711	548	463	9	126	126	126	0.0%
Electricity	590-43-01			95	0	2,785	2,785	2,785	0.0%
Water/Sewer	590-43-02	656	710	760	837	0	0		
Other	590-43-03	0	1,726	1,432	1,422	0	0		
General Liability	590-45-01	462	499	419	499	600	600	273	-54.5%
Auto Ins	590-45-02	501	548	460	548	658	658	300	-54.4%
Property Ins	590-45-03	0	425	31	1,575	2,244	2,244	2,244	0.0%
Other Ins	590-45-04	390	2,806	2,814	2,867	4,213	4,213	4,213	0.0%
Repairs & Maintenance	590-46	9,232	13,103	27,654	25,008	31,666	31,666	28,285	-10.7%
Office Supplies	590-51	231	68	179	89	143	143	143	0.0%
Operating Supplies	590-52	91,228	80,386	90,866	93,457	107,250	107,250	113,294	5.6%
Inventory Resale	590-52-01	160,549	207,228	222,187	279,016	379,020	379,020	233,489	-38.4%
Bks/Pubs/Subs	590-54	1,101	1,916	1,431	1,424	1,900	1,900	1,900	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		265,437	310,391	348,799	406,751	531,555	531,555	388,002	-27.0%
Buildings	590-62	0							
Machinery & Equipment	590-64	40,439		1,499	5,525	2,000	2,000	2,800	40.0%
Capital Outlay		40,439	0	1,499	5,525	2,000	2,000	2,800	40.0%
DEPARTMENT TOTAL		430,345	436,811	475,175	541,722	669,524	669,524	528,780	-21.0%

CITY OF GULFPORT
Fiscal Year 2010
Vehicle Maintenance

MISSION

Maintenance and repair of all City vehicles, including those for the Police, Fire, Sanitation, off-road equipment and various other City vehicles. This is a total of 70 trucks, cars and buses; 28 pieces of equipment such as backhoe, loader, tractors, mowers, sprayers, trailers and forklift and 4 emergency generators. Maintain unleaded gasoline, bio-diesel fuel and parts inventories for City vehicles. Maintain records for operability tests, maintenance of fuel pumps, underground tanks and leak monitoring equipment, parts, labor and fuel used by City vehicles.

PERSONNEL

SALARIES AND WAGES

590-12-01	Garage Supervisor & Fleet Maintenance Assistant	102,978
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OTHER WAGES

590-14	Overtime	1,500
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FICA & MEDICARE

590-21-01	FICA	6,638
590-21-02	Medicare	1,552

RETIREMENT

590-22-00	Retirement	13,387
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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	7,961
590-23-02	Disability	567
590-23-04	Life Insurance	300

WORKER'S 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.	3,095
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OPERATING COSTS

TRAVEL & PER DIEM

590-40	Miscellaneous seminars	950
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COMMUNICATIONS

590-41		126
	Suncom	(26)
	Postage	(100)

UTILITIES

590-43-01	Electricity	2,785
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INSURANCE

590-45-01	General Liability	273
590-45-02	Automotive	300
590-45-03	Property	2,244
590-45-04	Other	4,213

REPAIRS AND MAINTENANCE

590-46		28,285
	Vehicle maintenance	(2,385)
	Accidents/heavy duty transmission repairs	(24,000)
	Gas heater maintenance	(700)
	Emergency towing	(1,200)

OFFICE SUPPLIES

590-51	Work order forms, pens, paper	143
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OPERATING SUPPLIES

590-52		113,294
	Auto parts & tires	(111,394)
	Small tools & equipment	(700)
	Uniforms	(800)
	Emergency generator service	(400)

INVENTORY FOR RESALE

590-52-01		233,489
	Biodiesel fuel - 42,000 gallons @ \$2.90	(121,800)
	Unleaded 87 octane gasoline – 37,800 gallons @ 2.80	(105,840)
	Oil products (5% increase)	(5,849)

BOOKS, PUBLICATIONS, MEMBERSHIPS

590-54	Updates and shop manuals, and snap-on diagnostics cartridges	1,900
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MACHINERY & EQUIPMENT

590-64	Handheld diagnostic scanner replacement	2,800
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Public Works - Sanitation

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>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 (1 @ *)	5.25	6.25	6.25	6.25
Summer Teens (P/T)	0.50	-	-	-
Crew Leader*		0.25	0.25	0.25
		-	-	-
Total:	<u>13.65</u>	<u>14.15</u>	<u>14.15</u>	<u>14.15</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).

CITY OF GULFPORT
FY 2010 Budget
Sanitation
400-5110-534

ACCOUNT	Div Acct. #	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	534-12-01	322,530	396,618	376,268	406,826	474,227	474,227	496,419	4.7%
Vacation Leave	534-12-02	23,850	26,198	42,020	26,622				
Sick Leave	534-12-03	16,341	16,057	18,209	26,736				
OtherSalaries	534-13	1,771	2,534	0	0	0	0		
Overtime	534-14	7,624	15,128	12,572	14,668	14,105	14,105	14,105	0.0%
Car Allowance	534-15-03	820	869	840	843	840	840	840	0.0%
Miscellaneous	534-15-12	419	60	0	73				
FICA Tax	534-21-01	21,406	26,621	25,706	27,631	30,329	30,329	31,127	2.6%
Medicare Tax	534-21-02	5,006	6,226	6,012	6,462	7,093	7,093	7,280	2.6%
Retirement	534-22-00	38,569	37,268	43,187	45,852	42,141	42,141	62,814	49.1%
Health Insurance	534-23-01	55,054	63,987	81,268	82,339	88,847	88,847	88,847	0.0%
Disability Insurance	534-23-02	1,947	2,094	2,037	2,014	2,624	2,624	2,624	0.0%
Life Insurance	534-23-04	1,068	1,176	1,362	1,426	1,424	1,424	1,424	0.0%
Workers Compensation	534-24	60,287	71,283	59,725	65,466	72,268	72,268	40,088	-44.5%
Unemployment	534-25	0	0	217	0	0	0		
People Costs		556,692	666,119	669,423	706,958	733,898	733,898	745,568	1.6%
Professional	534-31	362	0	0	0	0	0	0	
Other Contractual	534-34	508,183	459,141	434,639	424,853	567,936	567,936	570,550	0.5%
Communications	534-41	7,225	7,538	8,801	8,191	13,805	13,805	13,805	0.0%
Electricity	534-43-01	1,713	2,368	2,022	2,131	2,359	2,359	2,359	0.0%
Water/Sewer	534-43-02	2,928	2,645	5,335	4,143	5,335	5,335	5,335	0.0%
General Liability	534-45-01	4,288	4,640	3,898	4,639	3,546	3,546	2,548	-28.1%
Auto Ins	534-45-02	4,379	4,775	4,012	4,775	5,738	5,738	2,622	-54.3%
Property	534-45-03	472	1,374	3,374	2,818	4,015	4,015	2,214	-44.9%
Repairs & Maintenance	534-46	172,062	188,201	220,053	206,089	292,778	292,778	232,957	-20.4%
Printing & Binding	534-47	335	500	210	0	950	950	1,500	57.9%
Promotional	534-48	265	1,253	3,602	3,214	2,936	2,936	5,090	73.4%
Other Chgs	534-49	54	0	1,350	0	0	0		
Admn Chg	534-49-02	167,194	176,440	180,319	183,370	186,688	186,688	181,532	-2.8%
Office Supplies	534-51			355		3,040	3,040	3,200	5.3%
Operating Supplies	534-52	31,605	32,243	31,375	30,210	31,621	31,621	67,335	112.9%
Operating Supplies	534-52-05	15,230	0	0	0	0	0		
Depreciation	534-59	167,406	149,694	142,251	133,353				
Transfer to General Fund	534-91-05		0	0	136,402	139,491	139,491	100,000	-28.3%
Operational Costs		1,083,701	1,030,812	1,041,596	1,144,188	1,260,238	1,260,238	1,191,047	-5.5%
Buildings	534-62	0	0	0	0	0	0	0	
Imp O/T Bldgs	534-63	12,014	8,368	0	0	0	0	0	
Machinery & Equipment	534-64	150,453	99,707	200,284	173,642	116,000	116,000	192,500	65.9%
Capital Outlay		162,467	108,075	200,284	173,642	116,000	116,000	192,500	65.9%
DEPARTMENT TOTAL		1,802,860	1,805,006	1,911,303	2,024,788	2,110,136	2,110,136	2,129,115	0.9%

CITY OF GULFPORT
Fiscal Year 2010
Public Works - Sanitation

MISSION

This program utilizes three rear loader trucks, two side loader trucks, two claw trucks, one recycling truck, one dump trailer and pay-loader to provide solid waste collection services for commercial establishments and residences within the City Limits. Services are provided curbside or in the alley, where available. Bulk items such as furniture, appliances, electronics and large brush piles are scheduled as special pickups on a call-in basis.

PERSONNEL

SALARIES AND WAGES

534-12-01	Includes equipment operators, maintenance worker II's, a portion of the director, staff assistant and a crew leader	496,419
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OTHER WAGES

534-14	Overtime	14,105
534-15-03	Car Allowance	840

FICA & MEDICARE

534-21-01	FICA	31,127
534-21-02	Medicare	7,280

RETIREMENT

534-22-00	Retirement	62,814
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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	88,847
534-23-02	Disability	2,624
534-23-04	Life Insurance	1,424

WORKER'S COMPENSATION

534-24	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.	40,088
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OPERATING COSTS

OTHER CONTRACTUAL

534-34		570,550
	Tipping fees 1,200 ton/monthly @ \$37.50/ton	(540,000)
	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)
	Training	(1,250)
	Electronic recycling fees	(1,500)

COMMUNICATION

534-41	This account covers Centranet, Suncom, Bright House, postage (10% increase).	13,805
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UTILITIES

534-43-01	Electricity	2,359
534-43-02	Water, Sewer, Garbage	5,335

INSURANCE

534-78-01	General Liability Insurance	2,548
534-45-02	Automotive	2,622
534-45-03	Property	2,214

REPAIRS AND MAINTENANCE

534-46		232,957
	Maintenance of radios, lids on containers, welding repairs	(3,000)
	Vehicle maintenance	(229,957)

PRINTING AND BINDING

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

PROMOTIONAL

534-47			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 promos	(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..		181,532
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OFFICE SUPPLIES

534-51	Includes envelopes for billing (2,000) and copy supplies (1,200)		3,200
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OPERATING SUPPLIES

534-52			67,335
	Uniforms		
	Replacement portable radios - 4 @ \$625		
	Bank charges		
	Small tools/equipment		
	Deodorizers/heavy duty cleaners/Gatorade		
	New/replacement 300-gallon containers		
	New/replacement recycling containers		
	Copy charges		
	New Automated Route containers - 500 @ \$66.10		

CAPITAL OUTLAY

534-64	Replace recycling truck		192,500
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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 **100,000**

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Public Works - Water

PERSONNEL:	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
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.

CITY OF GULFPORT
FY 2010 Budget
Water
410-5171-536

ACCOUNT	Div Acct. # 5171-536	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	536-12-01	108,107	120,561	132,885	157,382	161,631	161,631	164,678	1.9%
Vacation Leave	536-12-02	6,611	7,534	10,953	12,206				
Sick Leave	536-12-03	2,735	3,779	2,425	2,180				
Overtime	536-14	6,157	6,841	10,715	11,946	7,140	7,140	7,140	0.0%
Car Allowance	536-15-03	615	652	630	632	630	630	630	0.0%
Miscellaneous	536-15-12	1,170	0	2	0				
FICA Tax	536-21-01	7,403	8,162	9,207	10,742	10,503	10,503	10,692	1.8%
Medicare Tax	536-21-02	1,731	1,909	2,153	2,512	2,456	2,456	2,500	1.8%
Retirement	536-22-00	10,660	12,276	12,513	12,994	14,652	14,652	21,271	45.2%
Health Insurance	536-23-01	17,089	17,659	17,885	21,515	21,505	21,505	21,505	0.0%
Disability Insurance	536-23-02	620	667	651	805	896	896	896	0.0%
Life Insurance	536-23-04	344	354	421	529	501	501	501	0.0%
Workers Compensation	536-24	5,756	6,642	5,566	5,931	6,735	6,735	3,735	-44.5%
Unemployment	536-25	0	0	0	0	0	0		
People Costs		168,998	187,036	206,006	239,374	226,649	226,649	233,548	3.0%
Professional	536-31	0	0	8,371	0	0	0		
Other Contractual	536-34	1,203,545	1,371,655	1,442,419	1,480,987	1,555,335	1,555,335	1,642,874	5.6%
Travel/Per Diem	536-40	36	60	320	0	95	95		-100.0%
Communications	536-41	8,651	6,812	9,021	8,449	14,439	14,439	14,439	0.0%
Rentals & Leases	536-44	54	56	53	0	1,060	1,060	2,560	141.5%
General Liability	536-45-01	929	1,009	848	1,009	1,211	1,211	554	-54.3%
Auto Ins	536-45-02	0	2,181	1,833	2,181	2,621	2,621	1,198	-54.3%
Property	536-45-03	1,376	1,002	2,233	2,057	2,930	2,930	1,617	-44.8%
Repairs & Maintenance	536-46	16,241	9,853	16,497	7,925	30,903	30,903	9,763	-68.4%
Printing & Binding	536-47	3,738	3,262	3,283	3,168	8,075	8,075	8,500	5.3%
Admn Chg	536-49-02	193,755	197,081	218,312	241,781	241,126	241,126	213,117	-11.6%
Office Supplies	536-51	0	142	829	365	3,040	3,040	3,200	5.3%
Operating Supplies	536-52	61,987	17,653	88,027	35,574	60,482	60,482	64,140	6.0%
Books/Pubs/Subs	536-54	240	320	0	85	656	656	380	-42.1%
Depreciation	536-59	0	23,712	295,003	351,100				
Transfer TO General Fund	536-91		0	0	174,299	606,903	606,903	0	-100.0%
Non Op Int Exp	536-93	1,127	875	5,747	9,146	0	0		
Operational Costs		1,491,679	1,635,673	2,092,796	2,318,126	2,528,876	2,528,876	1,962,342	-22.4%
Buildings	534-62								
Imp O/T Bldgs	534-63	210,694	365,999	624,057	149,536	590,000	1,177,008	400,000	-66.0%
Machinery & Equipment	534-64	12,989	28,009	52,523	47,338	92,800	92,800	34,800	-62.5%
Capital Outlay		223,683	394,008	676,580	196,874	682,800	1,269,808	434,800	-65.8%
DEPARTMENT TOTAL		1,884,360	2,216,717	2,975,382	2,754,374	3,438,325	4,025,333	2,630,690	-34.6%

CITY OF GULFPORT
Fiscal Year 2010
Public Works - Water

MISSION

The Water Division's objective is to supply potable water to homes and businesses in the City and in the unincorporated area west of 64th Street South. Water is supplied by the City of St. Petersburg through the Tampa Bay Water Authority. Gulfport maintains all mains, service lines, valves, hydrants, meters and backflow devices. Staff reads meters for billing and does water quality inspections.

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. **164,678**

OTHER WAGES

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

FICA & MEDICARE

536-21-01	FICA	10,692
536-21-02	Medicare	2,500

RETIREMENT

536-22-00	Retirement	21,271
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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	21,505
536-23-02	Disability	896
536-23-04	Life Insurance	501

WORKER'S 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.	3,735
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OPERATING COSTS

OTHER CONTRACTUAL

536-34		1,642,874
	City of St Petersburg water fees - based on 4-year average and projected use plus 5% increase	(1,623,364)
	Mandatory monthly water sampling/bacteria, coliform, mandatory trihalomethane sampling quarterly	(5,000)
	Utility billing internet customer access - 1/2 water	(3,000)
	HAA5 sampling stage 3 disinfecting - 8 samples @ \$75 6 times yearly	(3,600)
	ITRON – hand held meters annual service contract (handhelds - 400), docking station/software (2,000)	(2,400)
	TTHM sampling – 8 samples x 6 yearly @ \$45	(2,160)
	Utility locates - Sunshine State One Call based on previous 2 years	(1,100)
	Safety training	(1,250)
	FDEP annual drinking water license operating fee	(1,000)

COMMUNICATIONS

536-41		14,439
	Alltel	(660)
	Postage	(11,979)
	Bright House off-site fiber connection	(1,800)

RENTS & LEASES

536-44		2,560
	Emergency pump rental/well points	(2,500)
	Verizon pagers	(60)

INSURANCE

536-45-01	General Liability Insurance		554
536-45-02	Automotive		1,198
536-45-03	Property		1,617

REPAIRS AND MAINTENANCE

536-46			9,763
	Vehicle maintenance	(8,763)	
	Pump/dewatering equipment maintenance	(1,000)	

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.		213,117
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OFFICE SUPPLIES

536-51	Includes envelopes for billing (2,000) and copy supplies (1,200)		3,200
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OPERATING SUPPLIES

536-52			64,140
	Uniforms/shoes for six water/sewer employees ½ funded by each, safety goggles, rubber gloves, vests, boots, Gatorade	(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 service charges	(8,230)	
	Annual replacement of meter boxes/lids	(2,500)	
	Pipes/supplies for water line repairs	(10,000)	
	Locks for non-pay meters	(1,000)	
	1" and larger meter replacement	(15,600)	
	5/8" water meters for residential use replacement program - 500 @ \$28.95	(14,475)	
	Copy machine charges based on current year	(1,525)	
	Envelopes/utility paper	(2,160)	

BOOKS, PUBLICATIONS, MEMBERSHIPS

536-54 Backflow repair certification - 4 employees @ \$95 **380**

MACHINERY & EQUIPMENT

536-63 Water line replacement **400,000**

536-64 Main Line Valves **30,000**

536-64 Water meter replacement **4,800**

CITY OF GULFPORT
Fiscal Year 2010
Public Works – Sewer

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>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.

CITY OF GULFPORT
FY 2010 Budget
Sewer
410-5172-536

ACCOUNT	Div Acct. # 5172-536	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	536-12-01	87,394	101,353	102,061	130,737	161,631	161,631	164,678	1.9%
Vacation Leave	536-12-02	9,930	6,531	9,522	10,994				
Sick Leave	536-12-03	2,281	3,611	1,853	1,823				
Overtime	536-14	4,474	5,318	6,806	8,358	7,140	7,140	7,140	0.0%
Car Allowance	536-15-03	615	652	630	632	630	630	630	0.0%
Miscellaneous	536-15-12	1,170	0	2	0				
FICA Tax	536-21-01	6,023	7,038	7,081	8,908	10,503	10,503	10,692	1.8%
Medicare Tax	536-21-02	1,408	1,646	1,656	2,083	2,456	2,456	2,500	1.8%
Retirement	536-22-00	12,470	12,275	12,513	12,994	14,652	14,652	21,271	45.2%
Health Insurance	536-23-01	17,393	17,648	17,660	21,515	21,505	21,505	21,505	0.0%
Disability Insurance	536-23-02	620	667	651	805	896	896	896	0.0%
Life Insurance	536-23-04	344	354	421	529	501	501	501	0.0%
Workers Compensation	536-24	5,756	6,642	5,566	5,931	6,735	6,735	3,735	-44.5%
Unemployment	536-25	0	0	0	0	0	0		
People Costs		149,878	163,735	166,422	205,309	226,649	226,649	233,548	3.0%
Professional	536-31	0	0	0	0	0	0		
Other Contractual	536-34	717,744	530,111	700,182	611,938	607,200	607,200	637,275	5.0%
Communications	536-41	6,971	8,486	9,198	7,963	13,805	13,805	13,805	0.0%
Electricity	536-43-01	12,750	11,057	15,480	13,427	14,385	14,385	14,385	0.0%
Water/Sewer	536-43-02	773	2,005	786	705	828	828	828	0.0%
Rentals & Leases	536-44	54	56	55	44	2,060	2,060	2,060	0.0%
General Liability	536-45-01	696	754	633	753	1,214	1,214	414	-65.9%
Auto Ins	536-45-02	709	1,095	920	1,344	1,759	1,759	602	-65.8%
Property	536-45-03	635	1,002	2,233	1,497	2,549	2,549	1,617	-36.6%
Repairs & Maintenance	536-46	19,530	70,629	19,749	27,182	23,966	23,966	20,073	-16.2%
Admn Chg	536-49-02	138,182	141,647	156,559	162,293	152,720	152,720	160,545	5.1%
Office Supplies	536-51	0	0	144	515	1,140	1,140	1,140	0.0%
Operating Supplies	536-52	21,270	39,308	27,056	29,311	31,558	31,558	34,450	9.2%
Books/Pubs/Subs	536-54	0	0	0	0	0	0		
Depreciation	536-59	0	62,202	96,806	127,623				
Transfer to General Fund	536-91	81,000	0	0	119,362	122,503	122,503	0	-100.0%
Non Op Int Exp	536-93	0	0	0	0	0	0		
Operational Costs		1,000,314	868,352	1,029,801	1,103,957	975,687	975,687	887,194	-9.1%
Buildings	534-62								
Imp O/T Bldgs	534-63	398,708	501,130	560,504	642,982	390,000	484,797	300,000	-38.1%
Machinery & Equipment	534-64	20,466	3,000	29,532	0	14,000	14,000	70,000	400.0%
Capital Outlay		419,174	504,130	590,036	642,982	404,000	498,797	370,000	-25.8%
DEPARTMENT TOTAL		1,569,366	1,536,217	1,786,259	1,952,248	1,606,336	1,701,133	1,490,742	-12.4%

CITY OF GULFPORT
Fiscal Year 2010
Public Works – Sewer

MISSION

Sanitary Sewer is a wastewater collection system composed of service laterals, mains and two lift stations. A lift station at 58th Street South and Shore Boulevard pumps wastewater through a force main to the station at the Marina that then flows to the City of St. Petersburg's wastewater treatment plant. Emphasis is placed on finding and repairing problems with sewer lines and regular maintenance and operation of the system

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. **164,678**

OTHER WAGES

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

FICA & MEDICARE

536-21-01	FICA	10,692
536-21-02	Medicare	2,500

RETIREMENT

536-22-00	Retirement	21,271
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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	21,505
536-23-02	Disability	896
536-23-04	Life Insurance	501

WORKER'S 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.	3,735
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OPERATING COSTS

OTHER CONTRACTUAL

536-34		637,275
	Safety training	(1,250)
	City of St. Petersburg sewer fees - 5% increase	(631,525)
	Utility billing internet access	(2,450)
	Lift station generator service contract	(850)
	SCADA system - \$50x 12 months	(1,200)

COMMUNICATIONS

536-41		13,805
	Postage	(11,979)
	Bright House Fiber connection - 1/3 cost	(1,800)
	Suncom	(26)

UTILITIES

536-43-01	Electricity	14,385
536-43-02	Water, Sewer, Garbage	828

RENTS & LEASES

536-44		2,060
	Emergency pump rental/well points	(2,000)
	Verizon pagers	(60)

INSURANCE

536-45-01	General Liability	414
536-45-02	Automotive	602
536-45-03	Property	1,617

REPAIRS AND MAINTENANCE

536-46		20,073
	Vehicle maintenance	(7,323)
	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..	160,545
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OFFICE SUPPLIES

536-451	Copy supplies	1,140
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OPERATING SUPPLIES

536-52		34,450
	Uniforms for water/sewer employees shared ½ each department (work gloves, goggles, safety vests, rain gear, boots, rubber gloves, coveralls for work in lift station, Gatorade	(1,650)
	Small tools/equipment under \$500	(2,000)
	Bank charges	(2,000)
	Flagging tape, marking paint, sunscreen, lift station deodorizers	(3,000)
	Replacement of portable radios - 4 @ \$625 each	(2,500)
	Replacement barricades	(1,000)
	Annual manhole insert replacements	(2,000)
	Pipe/fitting for repairs	(12,000)
	Credit card fee	(5,000)
	Copy machine charges based on current year	(1,500)
	Envelopes	(1,800)

CAPITAL

536-63	Sewer line replacement	300,000
536-64	Sewer cleaning trailer	70,000

CITY OF GULFPORT
Fiscal Year 2010
Public Works - Stormwater

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Sanitation/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	0.25	-	-
Crew Leader*			0.25	0.25
Total:	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</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.

CITY OF GULFPORT
FY 2010 Budget
Stormwater
410-5173-538

ACCOUNT	Div Acct. # 5173-538	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	538-12-01	39,762	38,489	44,545	40,180	54,813	54,813	62,112	13.3%
Vacation Leave	538-12-02	3,340	6,507	5,371	4,086				
Sick Leave	538-12-03	906	456	1,546	7,100				
Overtime	538-14	2,039	1,262	1,124	1,135	2,040	2,040	2,040	0.0%
Miscellaneous	538-15-12	371	57	0	0				
FICA Tax	538-21-01	2,569	2,556	2,942	2,965	3,525	3,525	3,977	12.8%
Medicare Tax	538-21-02	601	598	688	693	824	824	930	12.9%
Retirement	538-22-00	4,898	4,369	4,785	4,825	4,534	4,534	7,848	73.1%
Health Insurance	538-23-01	7,128	7,014	7,996	8,393	7,767	7,767	7,767	0.0%
Disability Insurance	538-23-02	278	262	246	254	255	255	255	0.0%
Life Insurance	538-23-04	150	139	152	135	153	153	153	0.0%
Workers Compensation	538-24	3,514	2,560	2,145	4,809	2,596	2,596	1,440	-44.5%
Unemployment	538-25	0	0	0	0	0	0		
People Costs		65,556	64,269	71,540	74,575	76,507	76,507	86,522	13.1%
Professional	538-31	6,776	6,000	6,000	6,000	6,175	6,175	6,175	0.0%
Other Contractual	538-34	3,375	3,405	3,671	9,364	46,658	46,658	41,218	-11.7%
Communications	538-41	687	0	0	0	447	447	447	0.0%
General Liability	538-45-01	347	376	316	376	452	452	207	-54.2%
Repairs & Maintenance	538-46	30,916	46,100	7,647	24,300	50,000	50,000	50,000	0.0%
Printing & Binding	538-47	100	190	195	428	1,093	1,093	1,150	5.2%
Other Current Chgs	538-49	25,175	33,968	32,414	0	42,055	42,055	42,055	0.0%
Admn Chg	538-49-02	0	0	0	32,668	32,668	32,668	30,734	-5.9%
Office Supplies	538-51					855	855	855	0.0%
Operating Supplies	538-52	366	2,960	1,112	2,902	380	380	550	44.7%
Books/Pubs/Subs	538-54	436	436	375	395	0	0	800	
Depreciation	538-59	0	38,458	44,528	54,680				
Transfer to General Fund	538-91	25,175	0	0	24,026	29,731	29,731	0	-100.0%
Transfer to Capital								100,000	
Non Op Int Exp	538-93	0	0	0	0	0	0		
Operational Costs		93,353	131,893	96,258	155,139	210,514	210,514	274,191	30.2%
Buildings	538-62								
Imp O/T Bldgs	538-63	274,377	164,103	54,890	993,162	2,560,805	2,794,184	100,000	-96.4%
Machinery & Equipment	538-64	0	0	0	0	0	0	0	
Capital Outlay		274,377	164,103	54,890	993,162	2,560,805	2,794,184	100,000	-96.4%
DEPARTMENT TOTAL		433,286	360,265	222,688	1,222,876	2,847,826	3,081,205	460,713	-85.0%

CITY OF GULFPORT
Fiscal Year 2010
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 and by proceeds from the Local Option Sales Tax, 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, maintenance worker II and a crew leader	62,112
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OTHER WAGES

538-14	Overtime	2,040
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FICA & MEDICARE

538-21-01	FICA	3,977
538-21-02	Medicare	930

RETIREMENT

538-22-00	Retirement	7,848
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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	7,767
538-23-02	Disability	255
538-23-04	Life Insurance	153

WORKER'S 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.	1,440
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OPERATING COSTS

PROFESSIONAL SERVICES

538-31	Engineering consultation and preparation of annual NPDES report	6,175
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OTHER CONTRACTUAL

538-34		41,218
	Ambient water quality monitoring fee – Pinellas County	(3,800)
	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	(6,000)
	Bi-monthly street sweeping by City of St. Petersburg (3% annual increase per contract	(21,038)
	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	(1,500)

COMMUNICATION

538-41	Postage of mailing utility bills.	447
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GENERAL LIABILITY

538-45-01	Insurance	207
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REPAIRS AND MAINTENANCE

538-46		50,000
	Annual storm line cleaning contract, point repairs, fixing leaks at excessive depths	(30,000)
	Annual televising maintenance of stormlines	(20,000)

PRINTING AND BINDING

538-47			1,150
	Educational brochures	(550)	
	NPDES compliance ads	(600)	

ADMINISTRATIVE OVERHEAD

538-49-01	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..		72,789
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OFFICE SUPPLIES

538-51	Copy supplies		855
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OPERATING SUPPLIES

538-52	Uniforms		550
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BOOKS, PUBLICATIONS, MEMBERSHIPS

538-54			800
	Florida Stormwater Association Annual Conference registration fee	(400)	
	Florida Stormwater Association annual dues	(400)	

CAPITAL

538-63	Other Stormwater repair and improvements		100,000
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services - Administration

	<u>FY 2007</u> <u>ACUTAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Leisure Services Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Technical Events Specialist	1.00	1.00	1.00	1.00
Total:	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

CITY OF GULFPORT
FY 2010 Budget
Leisure Services-Director
001-4141-579

ACCOUNT	Div Acct. #	FY05 Actual 4141-579 Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	579-12-01	95,312	110,441	128,710	134,346	150,486	150,486	149,904	-0.4%
Vacation Leave	579-12-02	4,061	4,822	9,469	7,360				
Sick Leave	579-12-03	1,523	1,358	2,331	3,389				
Overtime	579-14	0	440	439	875	296	296	296	0.0%
Car Allowance	579-15-03	4,215	4,194	3,945	3,915	4,500	4,500	3,900	-13.3%
Assignment Pay	579-15-11				332	0	0		
FICA Tax	579-21-01	6,153	7,286	8,793	9,047	9,627	9,627	9,554	-0.8%
Medicare Tax	579-21-02	1,439	1,704	2,057	2,116	2,252	2,252	2,234	-0.8%
Retirement	579-22-00	10,809	11,266	12,338	12,853	15,966	15,966	18,671	16.9%
Health Insurance	579-23-01	9,111	9,915	13,892	13,892	13,772	13,772	13,772	0.0%
Disability Insurance	579-23-02	522	766	549	557	1,043	1,043	1,043	0.0%
Life Insurance	579-23-04	378	414	460	464	731	731	731	0.0%
Workers Compensation	579-24	421	533	618	678	748	748	415	-44.5%
Unemployment	579-25	0	0	0	0	0	0		
People Costs		133,944	153,139	183,601	189,824	199,421	199,421	200,520	0.6%
Other Contractual	579-34	1,391	60	721	0	950	950	950	0.0%
Travel/Per Diem	579-40	1,901	961	371	339	1,520	1,520	1,520	0.0%
Communications	579-41	4,322	4,400	4,819	3,730	2,991	2,991	2,991	0.0%
Electricity	579-43-01	1,713	267	0	12				
Water/Sewer	579-43-02	13	31	0					
Rental & leases	579-44	2,367	1,897	813	789	813	813	813	0.0%
General Liability	579-45-01	462	499	419	499	600	600	273	-54.5%
Property	579-45-03	124	140	316	287	409	409	226	-44.7%
Other	579-45-04	2,793	3,125	0					
Printing & Binding	579-47	833	672	782	4	950	950	950	0.0%
Promotional	579-48	44,723	24,662	10,866	7,941	8,641	8,641	8,641	0.0%
Office Supplies	579-51	1,417	6,196	2,931	2,764	1,900	1,900	1,900	0.0%
Operating Supplies	579-52	2,410	1,173	1,442	878	2,138	2,138	2,138	0.0%
Bks/Pubs/Subs	579-54	155	640	420	665	475	475	475	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		64,624	44,723	23,900	17,908	21,387	21,387	20,877	-2.4%
Buildings	579-62	0							
Machinery & Equipment	579-64	779							
Capital Outlay		779	0	0	0	0	0	0	
DEPARTMENT TOTAL		199,347	197,862	207,501	207,732	220,808	220,808	221,397	0.3%

CITY OF GULFPORT
Fiscal Year 2010
Leisure Services - Administration

MISSION

The Office of the Director is responsible for overseeing the delivery of services for the Leisure Services Department, comprised of the Recreation Division, Parks Division, Library, Multipurpose Senior Center, GEMS Transportation Program, Gulfport Casino Ballroom, Catherine A. Hickman Theater, Gulfport Municipal Marina and Special Events.

The Director acts as a City liaison with community groups. The Office of Director is tasked with the management of Leisure Services, related capital projects and the management of ten (10) City facility leases under the Department's purview. Special Event permitting and coordination is also managed directly through the Director's office with the planning and direction of specific City sponsored events being the focus. In addition, all requests for the use of City facilities, requests for City support of events and the marketing efforts associated with City facilities and events are implemented through this Division.

The Director's Office also has significant involvement in departmental planning and budgeting, while working with individual supervisors to advance City and Departmental goals.

PROGRAMS

- Coordinate and provide community based assistance to organizations presenting special events.
- Continue to review and service City facility leases under the Department's purview.
- Continue to develop a means to utilize and deploy existing staff in a manner that is of greatest benefit to the City's organizational structure.
- Maintain relationships with residents and Community groups, providing the highest level of service and assistance possible.
- Integrate Technical Events position into departmental publicity program.
- Develop and implement the Mooring Field.
- Develop cost reduction methods for Leisure Services

PERSONNEL

SALARIES AND WAGES

579-12 Includes the Director, Administrative Assistant and Technical Event Specialist. **149,904**

OTHER WAGES

579-14	Overtime	296
579-15	Car Allowance	3,900

FICA & MEDICARE

579-21-01	FICA	9,554
579-21-02	Medicare	2,234

RETIREMENT

579-22	Retirement	18,671
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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.

579-23-01	Health Insurance	13,772
579-23-02	Disability	1,043
579-23-04	Life Insurance	731

WORKER'S COMPENSATION

579-24	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.	415
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OPERATING COSTS

OTHER CONTRACTUAL

572-34	Includes banners, signs, plaques, conference materials and special event contractors.	950
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TRAVEL AND PER DIEM

572-40	Includes costs for employee travel expenses, mileage reimbursements, and Teen Council conferences including FRPA, NRPA and FLC.	1,520
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COMMUNICATION

572-41	Phone service, cable and postage	2,991
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RENTALS AND LEASES

572-44	Includes cost for annual copier lease agreement	813
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INSURANCE

572-45-01	General Liability	273
572-45-03	Property	226

PRINTING AND BINDING

527-47	Includes costs for programs, flyers, posters, business cards, grant materials and presentations.	950
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PROMOTIONAL ACTIVITIES

572-48	Includes costs for misc. events not in the WRD, ribbon cutting ceremonies, parades, other City hosted events and Birthday Bash.	8,641
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OFFICE SUPPLIES

572-51	Includes costs for materials and supplies such as paper, writing utensils, stationary, etc.	1,900
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OPERATING SUPPLIES

572-52	Includes costs for uniforms and other misc supplies including software costs.	
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MEMBERSHIPS

572-54	Includes costs for FRPA.	475
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services - Recreation

	<u>FY 2007 ACTUAL</u>	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 BUDGET</u>
PERSONNEL:				
Position:				
Recreation Services Supervisor	1.00	1.00	1.00	1.00
Recreation Coordinators	2.00	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
Staff Assistant II	1.00	1.00	1.00	1.00
Preschool Teacher (P/T)	0.50	0.50	0.50	0.50
Summer Teens (P/T-6 weeks)				
Total:	<u>11.50</u>	<u>9.25</u>	<u>10.50</u>	<u>10.50</u>

CITY OF GULFPORT
FY 2010 Budget
Leisure Services-Recreation
001-4142-572

ACCOUNT	Div Acct. # 4142-572	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	572-12-01	118,921	123,818	123,680	103,215	112,673	112,673	117,662	4.4%
Vacation Leave	572-12-02	7,642	6,816	8,041	4,995				
Sick Leave	572-12-03	4,697	5,591	2,773	2,749				
Other Salaries	572-13	103,044	112,122	122,086	101,910	154,542	154,542	140,443	-9.1%
Overtime	572-14	6,117	7,855	4,424	4,002	5,392	5,392	5,391	0.0%
Car Allowance	572-15-03	301	301	300	301	300	300	300	0.0%
FICA Tax	572-21-01	14,157	15,526	15,943	13,146	15,300	15,300	14,735	-3.7%
Medicare Tax	572-21-02	3,311	3,631	3,728	3,075	3,578	3,578	3,446	-3.7%
Retirement	572-22-00	13,142	12,066	7,192	8,183	9,915	9,915	15,296	54.3%
Health Insurance	572-23-01	17,422	18,597	16,082	15,664	15,664	15,664	15,664	0.0%
Disability Insurance	572-23-02	717	777	669	693	607	607	607	0.0%
Life Insurance	572-23-04	375	411	415	428	321	321	321	0.0%
Workers Compensation	572-24	6,141	16,621	13,926	15,265	16,851	16,851	9,348	-44.5%
Unemployment	572-25	0	0	30	0	0	0		
People Costs		295,987	324,132	319,289	273,626	335,143	335,143	323,213	-3.6%
Professional & Contractual	572-31	75	0	0	50	0	0		
Other Contractual	572-34	19,838	20,939	28,505	23,883	27,625	27,625	27,000	-2.3%
Travel/Per Diem	572-40	5,979	4,507	1,126	760	3,800	3,800	2,800	-26.3%
Communications	572-41	8,191	8,338	7,549	7,964	9,386	9,386	9,386	0.0%
Electricity	572-43-01	21,064	23,283	20,892	18,789	25,967	25,967	25,967	0.0%
Water/Sewer	572-43-02	10,028	10,038	8,733	8,406	9,306	9,306	9,306	0.0%
Rental & leases	572-44	3,335	2,886	2,092	2,789	3,347	3,347	3,347	0.0%
General Liability	572-45-01	10,043	10,511	8,832	10,512	16,947	16,947	5,774	-65.9%
Auto Ins	572-45-02	501	548	460	672	880	880	300	-65.9%
Property Ins	572-45-03	9,921	12,915	28,904	19,278	25,078	25,078	20,818	-17.0%
Other	572-45-04	9,683	10,598	11,910	12,054	41,086	41,086	41,086	0.0%
Repairs & Maintenance	572-46	10,966	8,087	10,124	10,080	7,732	7,732	6,500	-15.9%
Printing & Binding	572-47	344	59	0	0	190	190	190	0.0%
Promotional	572-48	3,465	4,649	5,674	6,455	5,700	5,700	5,700	0.0%
Office Supplies	572-51	1,519	2,508	2,844	1,249	2,375	2,375	2,375	0.0%
Operating Supplies	572-52	28,582	25,417	32,688	24,625	27,868	27,868	25,000	-10.3%
Bks/Pubs/Subs	572-54	3,277	1,467	2,854	1,838	2,520	2,520	2,520	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		146,811	146,750	173,187	149,404	209,807	209,807	188,069	-10.4%
Improvements	572-63	2,850							
Machinery & Equipment	572-64	0		73,272					
Capital Outlay		2,850	0	73,272	0	0	0	0	
DEPARTMENT TOTAL		445,648	470,882	565,748	423,030	544,950	544,950	511,282	-6.2%

CITY OF GULFPORT
Fiscal Year 2010
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 tot-time 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.

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.	258,105
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OTHER WAGES

572-14	Overtime	5,391
572-15	Car Allowance	300

FICA & MEDICARE

572-21-01	FICA	14,735
572-21-02	Medicare	3,446

RETIREMENT

572-22	Retirement	15,296
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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	15,664
572-23-02	Disability	607
572-23-04	Life Insurance	321

WORKER'S 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.	9,348
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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.	27,000
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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	9,386
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UTILITIES

572-43-01	Electricity	25,967
572-43-02	Water & sewer	9,306

RENTALS AND LEASES

572-44	Includes cost for annual copier lease agreement	3,347
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INSURANCE

572-45-01	General Liability	5,774
572-45-02	Automobile	300
572-45-03	Property	20,818
572-45-04	Other – Flood & Windstorm	41,086

REPAIRS AND MAINTENANCE

572-46	Includes costs for the repairs and maintenance of equipment and vehicle.	6,500
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PRINTING AND BINDING

527-47	Includes costs for printing and building 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 2010 PERSONNEL SUMMARY
Leisure Services - Parks

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Parks Supervisor	1.00	1.00	1.00	1.00
Crew Leader	-	-	1.00	1.00
Maintenance Workers I	2.00	2.00	3.00	2.00
Maintenance Workers II	3.00	3.00	2.00	2.00
Maintenance Workers III	2.00	2.00	1.00	1.00
Landscape Technician	1.00	1.00	1.00	1.00
Total:	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>8.00</u>

CITY OF GULFPORT
FY 2010 Budget
Leisure Services-Parks
001-4145-572

ACCOUNT	Div Acct. # 4145-572	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	572-12-01	250,152	247,036	260,969	268,500	315,745	315,745	285,106	-9.7%
Vacation Leave	572-12-02	13,207	15,681	19,710	19,016				
Sick Leave	572-12-03	7,254	8,427	9,522	10,222				
Other Salaries	572-13	1,963	0	0					
Overtime	572-14	10,121	11,163	7,065	8,639	5,780	5,780	5,780	0.0%
Miscellaneous	572-15-12	188	0	0	0	0	0	0	
FICA Tax	572-21-01	16,222	16,821	17,506	18,283	19,934	19,934	18,219	-8.6%
Medicare Tax	572-21-02	3,794	3,934	4,094	4,276	4,662	4,662	4,261	-8.6%
Retirement	572-22-00	28,164	24,028	14,381	16,364	27,785	27,785	37,450	34.8%
Health Insurance	572-23-01	44,668	38,554	43,954	45,213	52,838	52,838	48,857	-7.5%
Disability Insurance	572-23-02	1,504	1,443	1,385	1,480	1,678	1,678	1,491	-11.1%
Life Insurance	572-23-04	799	769	864	923	888	888	789	-11.1%
Workers Compensation	572-24	21,229	21,308	17,853	19,570	21,602	21,602	11,984	-44.5%
Unemployment	572-25	0	0	0	0	0	0		
People Costs		399,265	389,164	397,303	412,486	450,912	450,912	413,937	-8.2%
Other Contractual	572-34	70,876	103,649	48,165	50,795	64,379	64,379	74,379	15.5%
Travel/Per Diem	572-40	0	617	0	0	760	760	760	0.0%
Communications	572-41	1,517	1,548	1,375	971	1,056	1,056	1,056	0.0%
Electricity	572-43-01	21,832	24,819	24,368	24,637	27,912	27,912	27,912	0.0%
Water/Sewer	572-43-02	6,600	9,035	13,008	9,790	10,000	10,000	10,000	0.0%
Other	572-43-03	1,898	2,231	2,190	2,481	2,474	2,474	2,474	0.0%
Rental & leases	572-44	12,975	15,115	14,258	28,465	29,980	29,980	29,980	0.0%
General Liability	572-45-01	5,813	6,329	5,318	6,329	7,604	7,604	3,476	-54.3%
Auto Ins	572-45-02	4,989	5,465	4,591	5,465	6,567	6,567	3,002	-54.3%
Property	572-45-03	12,201	14,195	32,019	29,116	41,487	41,487	22,881	-44.8%
Repairs & Maintenance	572-466	71,049	82,103	68,004	54,135	84,133	84,133	77,883	-7.4%
Printing & Binding	572-47	135	293	0	0	285	285	285	0.0%
Promotional	572-48	1,533	0	4,984	4,636	15,766	15,766	15,766	0.0%
Other Charges	572-49	0	500	0	0	0	0	0	
Office Supplies	572-51	0	147	108	210	285	285	285	0.0%
Operating Supplies	572-52	21,896	32,345	25,974	20,930	16,150	16,150	16,150	0.0%
Tree Bank	572-52-01		1,858	13,847	269	0	0	0	
Bks/Pubs/Subs	572-54	226	360	55	0	285	285	285	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		233,540	300,609	258,264	238,229	309,123	309,123	286,574	-7.3%
Buildings	572-62	0							
Improvements	572-63	0			13,175				
Machinery & Equipment	572-64	32,280	3,215	27,919	20,110				
Capital Outlay		32,280	3,215	27,919	33,285	0	0	0	
DEPARTMENT TOTAL		665,085	692,988	683,486	684,000	760,035	760,035	700,511	-7.8%

CITY OF GULFPORT
Fiscal Year 2010
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 Leisure Services Director. 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 athletic fields
- Five restroom facilities
- Seven playgrounds
- Two basketball courts
- One skatepark
- Two bocce courts
- 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, Holiday Tree Lighting and Winterfest. The Division also assists in cosponsored events all year long.

PERSONNEL

SALARIES AND WAGES

572-12 Includes Parks Supervisor, Crew Leader, (2) Maintenance worker I's, (2) **285,106**
Maintenance Worker II's, Maintenance Worker III and Landscape Technician.

OTHER WAGES

572-14	Overtime	5,780
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FICA & MEDICARE

572-21-01	FICA	18,219
572-21-02	Medicare	4,261

RETIREMENT

572-22	Retirement	37,450
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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	48,857
572-23-02	Disability	1,491
572-23-04	Life Insurance	789

WORKER'S 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.	11,984
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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.	74,379
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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	1,056
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UTILITIES

572-43-01	Electricity	27,912
572-43-02	Water & sewer	10,000
572-43-03	Other	2,474

RENTALS AND LEASES

572-44	Includes costs associated with Holidays 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 Parks' shelters and Parks' amenities repairs. This also includes vehicle maintenance and all turf equipment maintenance and repair parts.	77,883
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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, Winter Fest which requires barricades, restrooms, golf carts, tents and banners.	15,766
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OFFICE SUPPLIES

572-51	Includes cost for paper, FAX 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 2010 PERSONNEL SUMMARY
Leisure Services - Library

	<u>FY 2007 ACTUAL</u>	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 BUDGET</u>
PERSONNEL:				
Position:				
Library Administrator	1.00	1.00	1.00	1.00
Librarians	4.00	4.00	3.00	3.00
Librarian (P/T)	0.50	0.50	0.50	0.50
Library Assistants I (P/T)	3.00	3.00	2.50	2.50
Library Assistants II (P/T)	1.00	1.00	1.00	1.00
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>10.50</u>	<u>10.50</u>	<u>9.00</u>	<u>9.00</u>

* Full time position allocated 50% to Library and 50% to Cultural Facilities.

CITY OF GULFPORT
FY 2010 Budget
Leisure Services-Library
001-4120-571

ACCOUNT	Div Acct. # 4120-571	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	571-12-01	187,124	208,931	221,036	187,776	226,033	226,033	232,553	2.9%
Vacation Leave	571-12-02	17,074	17,623	20,538	12,820				
Sick Leave	571-12-03	1,822	5,972	7,011	14,084				
Other Salaries	571-13	101,701	109,667	119,553	108,690	118,594	118,594	120,289	1.4%
Overtime	571-14	328	458	211	180	510	510	510	0.0%
Car Allowance	571-15-03	301	301	300	301	300	300	300	0.0%
Miscellaneous	571-15-12	1,261	1,108	0		1,500	1,500	1,500	0.0%
FICA Tax	571-21-01	18,358	21,060	22,773	20,219	21,510	21,510	22,019	2.4%
Medicare Tax	571-21-02	4,293	4,925	5,326	4,729	5,031	5,031	5,150	2.4%
Retirement	571-22-00	22,511	21,209	11,794	13,420	19,891	19,891	30,232	52.0%
Health Insurance	571-23-01	20,773	16,284	17,913	18,286	17,913	17,913	17,913	0.0%
Disability Insurance	571-23-02	1,082	1,300	1,222	1,068	1,230	1,230	1,230	0.0%
Life Insurance	571-23-04	579	688	678	609	651	651	651	0.0%
Workers Compensation	571-24	1,822	1,834	1,536	1,684	1,859	1,859	1,031	-44.5%
Unemployment	571-25	0	0	0	0	0	0		
People Costs		379,029	411,360	429,891	383,866	415,022	415,022	433,378	4.4%
Professional & Contractual	571-31	0	99	0	0	0	0	0	
Other Contractual	571-34	4,497	4,488	5,530	12,100	7,460	7,460	7,460	0.0%
Travel/Per Diem	571-40	36	112	282	490	489	489	489	0.0%
Communications	571-41	8,008	8,211	8,029	7,796	7,712	7,712	7,712	0.0%
Electricity	571-43-01	19,840	22,315	25,593	22,106	21,318	21,318	21,318	0.0%
Water/Sewer	571-43-02	1,742	2,403	1,963	1,791	2,101	2,101	2,101	0.0%
Rental & leases	571-44	10,912	10,555	10,661	12,509	11,000	11,000	11,000	0.0%
General Liability	571-45-01	8,284	9,019	7,577	9,017	14,539	14,539	4,953	-65.9%
Property	571-45-03	12,068	14,042	31,427	20,962	29,868	29,868	22,636	-24.2%
Repairs & Maintenance	571-46	16,668	25,319	10,792	3,837	11,000	11,000	9,000	-18.2%
Printing & Binding	571-47	32	0	0	0	190	190	190	0.0%
Promotional	571-48	26	179	0	0	190	190	190	0.0%
Office Supplies	571-51	4,297	3,926	4,177	2,410	4,750	4,750	4,750	0.0%
Operating Supplies	571-52	8,054	5,085	7,005	6,719	6,650	6,650	6,650	0.0%
Bks/Pubs/Subs	572-54	635	675	545	585	475	475	475	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		95,099	106,428	113,581	100,322	117,742	117,742	98,924	-16.0%
Imp.O/T Bldg	571-63	0	875						
Machinery & Equipment	571-64	30,366							
Bks/Public Library	571-66	55,315	58,510	59,350	60,068	60,000	60,000	50,000	-16.7%
Capital Outlay		85,681	59,385	59,350	60,068	60,000	60,000	50,000	-16.7%
DEPARTMENT TOTAL		559,809	577,173	602,822	544,256	592,764	592,764	582,302	-1.8%

CITY OF GULFPORT
Fiscal Year 2010
Leisure Services - Library

MISSION & GOALS

The Library's mission is to inform, enlighten, and inspire, and thereby to 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

ACQUISITION AND ORGANIZATION OF BOOKS AND OTHER MEDIA – This involves staff in the selection, purchase, cataloging, shelving/storage and loan of materials in order to promote literacy and lifetime reading and study habits for all ages, and to meet the general informational and leisure reading needs of the community.

INFORMATION AND READERS' SERVICES – This requires the presence of professional and paraprofessional staff to assist patrons in using the Library and its facilities, books and media collections, computer equipment, the Internet and other research tools (including the countywide "PALS" and other catalog networks), to best meet the information needs and reading interests of individual patrons, as well as to identify needs for additional staff and volunteer training.

PROGRAMS – This includes the planning, promotion and presentation of programs for youth, adults and families, incorporating ideas and input from library users and staff to identify and develop speakers, films, discussions, computer instruction, and other educational and cultural programs.

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 and 1 PT Librarians, 2 Library Assistant 2s, 5 PT Library Assistant 1s, 1 FT Maintenance Worker 1 (shared with Casino), and 1 PT Library Aide/Shelver. **352,842**

OTHER WAGES

571-14 Overtime **510**
571-15 Car Allowance & Acting Supervisor **1,800**

FICA & MEDICARE

571-21-01 FICA **22,019**
571-21-02 Medicare **5,150**

RETIREMENT

571-22 Retirement is budgeted at the current actuarial valuation of 13% for the general employees who are in a defined benefit plan. The director is in a 401 Plan with the city contributing 12% of salary. **30,232**

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 **17,913**
571-23-02 Disability **1,230**
571-23-04 Life Insurance **651**

WORKER'S 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. **1,031**

OPERATING COSTS

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. **7,460**

TRAVEL AND PER DIEM

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

571-41	Phone service, cable and postage	7,712
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UTILITIES

571-43-01	Electricity	21,318
571-43-02	Water & sewer	2,101

EQUIPMENT RENTALS

571-44	Includes leasing of 2 printer/copiers used by staff and public	11,000
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INSURANCE

571-45-01	General Liability	4,953
571-45-03	Property	22,636

REPAIRS AND MAINTENANCE

571-46	Miscellaneous equipment and building repairs	9,000
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PRINTING AND BINDING

571-47	Includes annual binary charges for Gulfport Gabber and other periodicals.	190
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PROMOTIONAL

571-48		190
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OFFICE SUPPLIES

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

571-72	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. **475**

CAPITAL OUTLAY

571-66 Funds to purchase books in various print and audio formats, magazine and journal subscriptions, CDs, DVDs and other media for use by the public. **50,000**

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services - Senior Center

	<u>FY 2007 ACTUAL</u>	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 BUDGET</u>
PERSONNEL:				
Position:				
Social Services Supervisor	0.80	0.80	0.80	0.80
Senior Services Coordinator	1.00	1.00	1.00	1.00
Senior Center Assistant (P/T)	1.00	1.00	1.00	1.00
Total:	<u>2.80</u>	<u>2.80</u>	<u>2.80</u>	<u>2.80</u>

CITY OF GULFPORT
FY 2010 Budget
Leisure Services-Senior Center
001-4161-569

ACCOUNT	Div Acct. #	FY05 Actual	FY06 Actual	FY07 Actual	FY08 Actual	FY09 Approved	FY09 Adjusted	FY10 Adopted	% Change FY09 adj To FY10
	4161-569	Expend	Expend	Expend	Expend	Budget	Budget	Budget	
Salaries & Wages	569-12-01	63,347	67,848	73,845	71,398	85,847	85,847	77,396	-9.8%
Vacation Leave	569-12-02	3,858	5,670	5,099	6,464				
Sick Leave	569-12-03	0	354	0	8,657				
Other Salaries	569-13	15,083	16,113	16,621	16,720	23,354	23,354	24,645	5.5%
Overtime	569-14	0	0	0	0	1,595	1,595	1,595	0.0%
Car Allowance	569-15-03	558	301	300	301	550	550	550	0.0%
Miscellaneous	569-15-12	0	0	0	0	0	0	0	
FICA Tax	569-21-01	4,796	5,360	5,743	5,901	6,903	6,903	6,460	-6.4%
Medicare Tax	569-21-02	1,122	1,254	1,343	1,380	1,615	1,615	1,511	-6.4%
Retirement	569-22-00	6,039	6,840	3,735	4,250	7,555	7,555	10,062	33.2%
Health Insurance	569-23-01	4,935	5,496	5,382	5,382	9,362	9,362	9,362	0.0%
Disability Insurance	569-23-02	365	401	382	398	510	510	510	0.0%
Life Insurance	569-23-04	194	212	163	170	270	270	270	0.0%
Workers Compensation	569-24	752	484	405	445	491	491	272	-44.6%
Unemployment	569-25	0	0	0	0	0	0		
People Costs		101,049	110,333	113,018	121,466	138,052	138,052	132,633	-3.9%
Professional & Contractual	569-31	8	0	1,554	0	0	0	0	
Other Contractual	569-34	4,042	3,243	3,397	2,395	4,420	4,420	3,700	-16.3%
Travel/Per Diem	569-40	692	249	779	1,555	902	902	903	0.1%
Communications	569-41	7,759	7,599	7,634	7,973	7,245	7,245	7,245	0.0%
Electricity	569-43-01	7,341	8,223	8,440	8,278	10,659	10,659	10,659	0.0%
Water/Sewer	569-43-02	6,063	7,280	6,820	7,113	8,776	8,776	8,776	0.0%
Rental & leases	569-44	1,329	892	1,075	1,970	2,000	2,000	2,000	0.0%
General Liability	569-45-01	998	1,085	911	1,145	1,302	1,302	596	-54.2%
Property	569-45-03	2,022	2,349	5,299	4,818	6,865	6,865	3,787	-44.8%
Repairs & Maintenance	569-46	7,974	9,046	4,419	6,784	5,468	5,468	3,000	-45.1%
Printing & Binding	569-47	5	93	0	0	475	475	475	0.0%
Promotional	569-48	5,695	9,503	9,549	4,721	18,311	18,311	5,000	-72.7%
Office Supplies	569-51	2,049	1,646	2,514	2,242	3,325	3,325	2,000	-39.8%
Operating Supplies	569-52	7,577	5,199	5,083	5,085	6,460	6,460	5,000	-22.6%
Operating Sup-Congregate Dining	569-52-01	1,301	0	0	0				
Meal on Wheels	569-52-02	255	0	0	0				
Bks/Pubs/Subs	569-54	1,153	1,141	1,331	1,760	2,446	2,446	2,446	0.0%
Transfer to Capital	581	0	0	0	0	0	0		
Operational Costs		56,263	57,548	58,805	55,839	78,654	78,654	55,587	-29.3%
Imp.O/T Bldg	569-63	0	0		5,275				
Machinery & Equipment	569-64	0	0						
Bks/Public Library	569-66	0	0	0	0	0		0	
Capital Outlay		0	0	0	5,275	0	0	0	
DEPARTMENT TOTAL		157,312	167,881	171,823	182,580	216,706	216,706	188,220	-13.1%

CITY OF GULFPORT
Fiscal Year 2010
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 a variety of activities such as Congregate Dining, Exercise Programs, Diabetic Education Classes, Wii Bowling, Holiday Dinner Parties, and numerous other recreational, educational, social and nutritional programs throughout the year. The Senior Center also provides computers with internet service, a Snack Bar and a state-of-the art Fitness Center.

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

PERSONNEL

SALARIES AND WAGES

569-12	Includes Social Service Supervisor, Senior Services Coordinator and part time Senior Center Assistant.	102,041
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OTHER WAGES

569-14	Overtime	1,595
569-15	Car Allowance	550

FICA & MEDICARE

569-21-01	FICA	6,460
569-21-02	Medicare	1,511

RETIREMENT

569-22	Retirement	10,062
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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.

569-23-01	Health Insurance	9,362
569-23-02	Disability	510
569-23-04	Life Insurance	270

WORKER'S 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.	272
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OPERATING COSTS

OTHER CONTRACTURAL

569-34	Includes security system, pest control, and other services acquired by independent contractors or corporations.	3,700
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TRAVEL AND PER DIEM

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

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

569-43-01	Electricity	10,659
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	596
569-45-03	Property	3,787

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**

PRINTING AND BINDING

569-47 Includes costs for printing informational materials, brochures and flyers **475**

PROMOTIONAL ACTIVITIES

569-48 Includes costs for eleven 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**

OFFICE SUPPLIES

569-51 Includes costs for materials and supplies such as paper, writing utensils, stationary, etc. Also, includes lap top computer **2,000**

OPERATING SUPPLIES

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

MEMBERSHIPS

569-54 Includes annual members to Florida Council on Aging, National Institute of Senior Centers, Better Living for Seniors Consortium, local workshops, volunteer trainings and FCOA Conference registrations for 2 persons **2,446**

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services – SPB Looper

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Lead Driver	-	-	1.00	1.00
SPB Trolley Drivers (P/T)	-	-	1.00	1.00
Total:	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
FY 2010 Budget
SPB-Looper
125-5125-549

ACCOUNT	Div	FY05	FY06	FY07	FY08	FY09	FY09	FY10	% Change
	Acct. #	Actual	Actual	Actual	Actual	Approved	Adjusted	Adopted	FY09 adj
	5125-549	Expend	Expend	Expend	Expend	Budget	Budget	Budget	To FY10
Salaries & W	549-12-01					80,000	80,000	80,000	0.0%
Vacation Lea	549-12-02								
Sick Leave	549-12-03								
Overtime	549-14								
FICA Tax	549-21-01					4,960	4,960	4,960	0.0%
Medicare Tax	549-21-02					1,160	1,160	1,160	0.0%
Retirement	549-22-00								
Health Insura	549-23-01								
Disability Inst	549-23-02								
Life Insurance	549-23-04								
Workers Corr	549-24								
Unemployeme	549-25								
People Costs		0	0	0	0	86,120	86,120	86,120	0.0%
Property Ins	549-45-03					35,000	35,000	11,000	-68.6%
Repairs & Ma	549-46					36,238	36,238	36,238	0.0%
Operating Su	549-52					8,176	8,176	8,176	0.0%
Transfer to Cr	581								
Operational Costs		0	0	0	0	79,414	79,414	55,414	-30.2%
Buildings	549-62								
Machinery &	549-63								
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		0	0	0	0	165,534	165,534	141,534	-14.5%

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services – SPB Looper

MISSION

The Trolley Looper is an innovated way to fill the transportation needs of Gulfport and St. Pete Beach residents in lieu of a vehicle. Furthermore, it allows residents to connect to PSTA stops for ease and affordability of travel throughout Pinellas County. The trolley also brings in a brand new group of people to explore Gulfport without the worry of parking or driving.

PROGRAMS

The Trolley Looper provides transportation to several stops including 26th Ave. S. and Beach Blvd, Shore Blvd. and Beach Blvd., 58th St. S. and 28th Ave. S., 61st St. S. and Gulfport Blvd., Pasadena Shopping Center, Palms of Pasadena Hospital, Corey Ave. and Blind Pass Rd. with PSTA connection at 75th Ave and Gulf Blvd. The trolley runs 7 days a week once per hour starting from 7:50 a.m.. until 9:40 p.m. Service will not operate on New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day or Christmas Day. Brochures are available at all City locations or call 727-893-1069 for additional trolley information.

The Trolley Looper accepts several affordable PSTA fares are available at City Hall, 2401 53rd St. S., from day passes to monthly passes and also youth fares. The cash charge for a one way ride is \$1.75. The City provides token value pack of ten one way tokens for \$10.00 which saves the customer about 43%. The Gulfport trolley token purchase locations are at the Gulfport Recreation Center, 5730 Shore Blvd. S., Domain Home Accessories, 3129 Beach Blvd. and the OutPost at 3007 Beach Blvd. Seniors over 55 with proof of identification have another affordable option of twelve one way tokens for the price of \$10.00. Seniors can purchase these tokens at the Gulfport Senior Center at 5501 27th Ave. S. These trolley one way tokens are made exclusively for the Gulfport/St. Pete Trolley Looper and cannot be used on PSTA buses.

PERSONNEL

SALARIES AND WAGES

549-12 Includes Lopper Coordinator, part time Trolley Drivers **80,000**

FICA & MEDICARE

549-21-01 FICA **4,960**

549-21-02 Medicare **1,160**

OPERATING COSTS

INSURANCE

549-45-01 General Liability **9,000**

549-45-02 Automobile **2,000**

REPAIRS AND MAINTENANCE

549-46 Includes fuel, service and repairs and radios for vehicles **36,238**

OPERATING SUPPLIES

549-52 Includes cost of tokens, misc supplies and materials and contingency. **8,176**

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services - GEMS

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
GEMS Coordinator	-	-	-	-
Social Services Supervisor	0.20	0.20	0.20	0.20
Mini-Bus Operator (8 P/T & 2 Temp)	3.50	3.50	3.50	3.50
Total:	<u>3.70</u>	<u>3.70</u>	<u>3.70</u>	<u>3.70</u>

CITY OF GULFPORT
FY 2010 Budget
GEMS
140-5123-549

ACCOUNT	Div Acct. # 5123-549	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	549-12-01	11,745	10,761	9,443	10,072	11,035	11,035	11,715	6.2%
Vacation Leave	549-12-02	0	912	1,301	1,214				
Sick Leave	549-12-03	0	88	0	10				
Other Salaries	549-13	62,982	75,050	79,302	79,639	81,081	81,081	83,513	3.0%
Overtime	549-13	455	1,421	0	0	0	0		
FICA Tax	549-21-01	4,611	5,384	5,532	5,579	5,711	5,711	5,879	2.9%
Medicare Tax	549-21-02	1,078	1,259	1,294	1,305	1,336	1,336	1,375	2.9%
Retirement	549-22-00	693	771	916	1,018	971	971	1,470	51.4%
Health Insurance	549-23-01	4,889	4,236	5,326	5,326	1,345	1,345	1,345	0.0%
Disability Insurance	549-23-02	47	52	50	52	62	62	62	0.0%
Life Insurance	549-23-04	25	28	31	32	33	33	33	0.0%
Workers Compensation	549-24	7,353	6,395	5,358	5,872	6,483	6,483	3,597	-44.5%
Unemployment	549-25	43	452	76	0	0	0		
People Costs		93,921	106,809	108,629	110,119	108,057	108,057	108,989	0.9%
Communications	549-41	528	670	631	496	660	660	660	0.0%
General Liability	549-45-01	1,434	1,549	1,301	1,548	1,860	1,860	851	-54.2%
Auto Ins	549-45-02	23,017	25,201	21,175	25,200	30,281	30,281	13,841	-54.3%
Property	549-45-03	2,024	2,359	5,173	4,838	7,009	7,009	3,803	-45.7%
Repairs & Maintenance	549-46	13,900	609	16,191	20,811	20,992	20,992	17,881	-14.8%
Printing & Binding	549-47	0	0	26	126	475	475	475	0.0%
Office Supplies	549-51	890	383	345	0	760	760	760	0.0%
Operating Supplies	549-52	340	195	483	628	475	475	475	0.0%
Bks/Pubs/Subs	549-54	150	0	0	0	475	475	475	0.0%
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		42,283	30,966	45,325	53,647	62,987	62,987	39,221	-37.7%
Imp O/T Bldg	549-63	0							
Machinery & Equipment	549-64	54,096				62,601	62,601	62,600	0.0%
Capital Outlay		54,096	0	0	0	62,601	62,601	62,600	0.0%
DEPARTMENT TOTAL		190,300	137,775	153,954	163,766	233,645	233,645	210,810	-9.8%

CITY OF GULFPORT
Fiscal Year 2010
Leisure Services - GEMS

MISSION

The Gulfport Elderly Mobility Service (GEMS) seeks to support the independence and increased quality of life of its participants by providing door-to-door transportation for seniors and 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 \$50 per year and rides are \$1.00 per one way trip. All rides to the Gulfport Senior Center are free.

PERSONNEL

SALARIES AND WAGES

549-12	Includes Social Services Supervisor and Mini Bus Operators.	95,225
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FICA & MEDICARE

549-21-01	FICA	5,879
549-21-02	Medicare	1,375

RETIREMENT

549-22-00	Retirement	1,470
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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	1,345
549-23-02	Disability	62
549-23-04	Life Insurance	33

WORKER'S 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.	3,597
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OPERATING COSTS

COMMUNICATION

549-41	Phone service	660
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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	17,881
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PRINTING AND BINDING

549-47	Includes printing of registration and informational materials.	475
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OFFICE SUPPLIES

549-51	Includes paper and stationary supplies	760
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OPERATING SUPPLIES

549-52	Includes cost of uniforms and vehicle detailing	475
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MEMBERSHIPS

549-54	GEMS/Trolley driving training/materials	475
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CAPITAL

549-64	Mini Bus Replacement	62,600
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services - Marina

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Harbormaster	1.00	1.00	1.00	1.00
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>

CITY OF GULFPORT
FY 2010 Budget
Marina
460-4140-575

ACCOUNT	Div Acct. #	FY05 Actual 4140-575 Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	575-12-01	73,441	79,108	84,492	89,748	101,588	101,588	103,645	2.0%
Vacation Leave	575-12-02	8,407	7,445	8,366	7,597				
Sick Leave	575-12-03	197	3,530	790	763				
Other Salaries	575-13	21,045	24,651	26,643	29,874	30,932	30,932	33,884	9.5%
Overtime	575-14	3,463	4,528	1,436	2,011	3,570	3,570	3,570	0.0%
Car Allowance	575-15-03	301	301	1	0	300	300	300	0.0%
Miscellaneous	575-15-12	0	0	0		0	0	0	
FICA Tax	575-21-01	6,059	6,968	7,367	7,753	8,456	8,456	8,657	2.4%
Medicare Tax	575-21-02	1,417	1,630	1,723	1,813	1,978	1,978	2,025	2.4%
Retirement	575-22-00	7,840	6,931	8,470	9,070	8,629	8,629	13,243	53.5%
Health Insurance	575-23-01	14,131	13,978	12,370	11,683	11,683	11,683	11,683	0.0%
Disability Insurance	575-23-02	446	304	424	470	527	527	527	0.0%
Life Insurance	575-23-04	236	252	278	291	279	279	279	0.0%
Workers Compensation	575-24	8,884	3,826	3,206	3,514	3,880	3,880	2,152	-44.5%
Unemployment	575-25	0	0	0	0	0	0		
People Costs		145,867	153,452	155,566	164,587	171,822	171,822	179,965	4.7%
Professional	575-31	0	3,123	3,286	344	0	0	0	
Other Contractual	575-34	5,136	6,054	7,841	520	10,300	10,300	10,300	0.0%
Travel/Per Diem	575-40	1,902	2,950	463	340	2,850	2,850	2,850	0.0%
Communications	575-41	6,519	17,173	11,009	10,883	14,257	14,257	14,257	0.0%
Electricity	575-43-01	20,163	23,092	26,054	26,966	29,086	29,086	29,086	0.0%
Water/Sewer	575-43-02	16,638	19,690	17,539	18,311	22,051	22,051	22,051	0.0%
Rentals & Leases	575-44	0	0	0	0	17,641	17,641	0	-100.0%
General Liability	575-45-01	1,158	1,251	1,052	1,246	1,505	1,505	687	-54.4%
Auto Ins	575-45-02	0	728	612	728	876	876	401	-54.2%
Property	575-45-03	14,121	16,426	37,496	33,696	51,890	51,890	26,481	-49.0%
Other	575-45-04	3,286	6,016	7,408	7,626	18,284	18,284	18,284	0.0%
Repairs & Maintenance	575-46	23,779	17,247	17,477	21,175	19,296	19,296	19,559	1.4%
Printing & Binding	575-47	851	637	334	371	1,140	1,140	1,140	0.0%
Promotional	575-48	8,999	8,365	11,194	9,065	11,134	11,134	11,134	0.0%
Other Chgs	575-49	217	165	215	215	300	300	300	0.0%
Admn Chg	575-49-02	111,571	126,302	129,538	155,363	174,518	174,518	165,294	-5.3%
Office Supplies	575-51	569	591	1,932	431	855	855	855	0.0%
Operating Supplies	575-52	18,317	25,488	30,691	37,724	32,751	32,751	32,751	0.0%
Inventory	575-52-01	502,885	528,153	575,836	708,931	555,888	555,888	555,888	0.0%
Books/Pubs/Subs	575-54	494	325	340	587	765	765	765	0.0%
Depreciation	575-59	161,022	164,691	168,176	188,102	0	0		
Transfer	575-91	180,000	119,750	107,311	263,433	382,097	382,097	500,000	30.9%
Non Op Int Exp	575-93	0	1,066	3,247	4,085	0	0		
Operational Costs		1,077,627	1,089,283	1,159,051	1,490,142	1,347,484	1,347,484	1,412,083	4.8%
Buildings	575-62	0				0	0		
Imp O/T Bldgs	575-63	58,577	64,605	177,037	153,324	380,000	569,529	50,000	-91.2%
Machinery & Equipment	575-64	0	13,730	4,274	18,135	0	0		
Capital Outlay		58,577	78,335	181,311	171,459	380,000	569,529	50,000	-91.2%
DEPARTMENT TOTAL		1,282,071	1,321,070	1,495,928	1,826,188	1,899,306	2,088,835	1,642,048	-21.4%

CITY OF GULFPORT
Fiscal Year 2010
Leisure Services - Marina

MISSION

The office of the Harbormaster is charged with providing the boating public a safe, clean, full service marina facility with boat launch and transient dock, and providing easy access to the Gulf of Mexico and the intercoastal waterway.

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

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, the ship store, fueling facility, downtown courtesy dock, Williams Pier, boat launch, 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 Harbormaster, Marina Assistant II, part time Marina Assistant and the Fuel Ramp Attendant. **137,529**

OTHER WAGES

575-14 Overtime **3,570**
575-15 Car Allowance **300**

FICA & MEDICARE

575-21-01 FICA **8,657**
575-21-02 Medicare **2,025**

RETIREMENT

575-22 Retirement **13,243**

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 **11,683**
575-23-02 Disability **527**
575-23-04 Life Insurance **279**

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. **2,152**

OPERATING COSTS

OTHER CONTRACTUAL

575-34 Routine services provided by our vendors **10,300**

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 **2,850**

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	687
575-45-02	Automobile	401
575-45-03	Property	26,481
575-45-04	Other – Flood & Windstorm	18,284

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	19,559
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PRINTING AND BINDING

575-47	Ramp passes, informational materials, and copier charges	1,140
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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	11,134
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OTHER CURRENT CHARGES

575-49	Licenses for resale of bait, beverages, and fuel storage tank	300
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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..	165,294
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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	32,751
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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	555,888
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MEMBERSHIPS

575-54	Association of Marine Industries, and the Tampa Bay Business Journal	765
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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	500,000
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CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services - Casino

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</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	0.50
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

CITY OF GULFPORT
FY 2010 Budget
Casino
160-4143-575

ACCOUNT	Div Acct. # 4143-575	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	575-12-01	30,840	36,461	27,203	27,825	30,420	30,420	31,679	4.1%
Vacation Leave	575-12-02	4,400	2,267	2,232	748				
Sick Leave	575-12-03	316	225	674	500				
OtherSalaries	575-13	32,525	40,641	56,387	52,373	43,149	43,149	43,149	0.0%
Overtime	575-14	388	2,490	222	180	0	0		
Car Allowance	575-15-03	182	344	300	278	150	150	150	0.0%
FICA Tax	575-21-01	4,040	4,919	5,277	5,012	1,069	1,069	4,649	334.9%
Medicare Tax	575-21-02	945	1,150	1,234	1,172	0	0	1,087	
Retirement	575-22-00	3,007	3,455	2,536	2,834	2,677	2,677	4,118	53.8%
Health Insurance	575-23-01	2,894	3,619	3,981	3,981	3,981	3,981	3,981	0.0%
Disability Insurance	575-23-02	99	147	139	143	0	0		
Life Insurance	575-23-04	49	78	87	90	0	0		
Workers Compensation	575-24	2,414	3,905	3,271	3,485	3,958	3,958	2,196	-44.5%
Unemployment	575-25	1,884	0	0	0	0	0		
People Costs		83,983	99,701	103,543	98,621	85,404	85,404	91,009	6.6%
Other Contractual	575-34	64,095	77,843	84,055	87,215	79,667	79,667	79,667	0.0%
Communications	575-41	5,872	5,976	6,182	6,558	6,484	6,484	6,484	0.0%
Electricity	575-43-01	35,046	40,792	44,370	45,013	41,463	41,463	41,463	0.0%
Water/Sewer	575-43-02	2,396	3,290	3,929	3,105	3,425	3,425	3,425	0.0%
Rental & leases	575-44	0	169	1,465	2,105	2,030	2,030	2,030	0.0%
General Liability	575-45-01	2,422	2,524	2,121	2,525	3,033	3,033	1,386	-54.3%
Property	575-45-03	6,851	5,468	11,993	7,035	24,005	24,005	8,814	-63.3%
Other Ins	575-45-04	8,761	9,722	11,146	11,972	23,066	23,066	23,066	0.0%
Repairs & Maintenance	575-46	10,237	4,146	7,139	10,724	12,275	12,275	12,275	0.0%
Printing & Binding	575-47	84	26	193	230	979	979	979	0.0%
Promotional	575-48	9,864	18,238	21,202	21,340	12,350	12,350	12,350	0.0%
Other Chgs	575-49	903	0	32	0	0	0		
Admn Chg	575-49-02	27,397	28,649	33,533	0	0	0		
Office Supplies	575-51	723	793	1,049	1,042	950	950	950	0.0%
Operating Supplies	575-52	8,900	10,767	12,044	15,284	9,405	9,405	9,405	0.0%
Inventory	575-52-01	32,516	35,253	36,560	25,524	37,000	37,000	37,000	0.0%
Bks/Pubs/Subs	575-54	758	769	2,331	2,206	1,995	1,995	1,995	0.0%
Depreciation	575-59	56,445	30,995	33,527					
Transfer to WRD	581		0	0	0	0	0	100,000	
Operational Costs		273,270	275,420	312,871	241,878	258,127	258,127	341,289	32.2%
Buildings	575-62	0				15,000	15,000	0	-100.0%
Imp O/T Bldgs	575-63				1,379				
Machinery & Equipment	575-64	0							
Capital Outlay		0	0	0	1,379	15,000	15,000	0	-100.0%
DEPARTMENT TOTAL		357,253	375,121	416,414	341,878	358,531	358,531	432,298	20.6%

<p>CITY OF GULFPORT Fiscal Year 2010 <i>Leisure Services - Casino</i></p>

MISSION

The Historic Gulfport Casino Ballroom is a 10,000 square foot facility overlooking the Boca Ciega Bay, offering a 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.

A more recent addition 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

Dance lessons and dances are open to the public Sunday through Thursday.

- Sunday - Ballroom dancing
- Monday - USA Ballroom dancing
- Tuesday - Ballroom dance and Argentine Tango lessons
- Wednesday - Swing dancing
- Thursday - Salsa dancing
- Friday & Saturday - Private rentals, 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 and Maintenance Worker I.	74,828
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OTHER WAGES

575-15	Car Allowance	150
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FICA & MEDICARE

575-21-01	FICA	4,649
575-21-02	Medicare	1,087

RETIREMENT

575-22	Retirement	4,118
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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	3,981
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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.	2,196
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OPERATING COSTS

OTHER CONTRACTUAL

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

575-41	Credit card and fax machine phone lines	6,484
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UTILITIES

575-43-01	Electricity	41,463
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	23,066

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.	12,275
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PRINTING AND BINDING

575-47	Flyers, brochures and informational material	979
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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, Trolley stops, 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	37,000
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MEMBERSHIPS AND REGISTRATIONS

575-54	Licenses for ASCAP, BMI, SESAC, Alcohol/Beverage, and Merchants Association.	1,995
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TRANSFERS

575-581 Transfer to Water Front Redevelopment Fund previous year funding for **100,000**
Capital Improvements that have been placed on hold.

CITY OF GULFPORT
FY 2010 PERSONNEL SUMMARY
Leisure Services - Theater

	<u>FY 2007</u> <u>ACTUAL</u>	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</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	0.50
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

CITY OF GULFPORT
FY 2010 Budget
Theater
160-4144-575

ACCOUNT	Div Acct. #	FY05 Actual Expend	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Approved Budget	FY09 Adjusted Budget	FY10 Adopted Budget	% Change FY09 adj To FY10
Salaries & Wages	575-12-01	17,113	18,891	16,051	16,917	18,566	18,566	19,335	4.1%
Vacation Leave	575-12-02	1,413	182	502	722				
Sick Leave	575-12-03	0	0	446	0				
OtherSalaries	575-13	17,082	26,380	33,041	33,143	36,678	36,678	36,678	0.0%
Overtime	575-14	29	0	0	0	0	0	0	
Car Allowance	575-15-03	0	0	0	0	150	150	150	0.0%
FICA Tax	575-21-01	2,132	2,737	3,070	3,095	3,434	3,434	3,482	1.4%
Medicare Tax	575-21-02	498	640	718	724	803	803	814	1.4%
Retirement	575-22-00	1,015	1,304	1,541	1,725	1,634	1,634	2,514	53.9%
Health Insurance	575-23-01	1,066	1,809	1,990	1,990	1,990	1,990	1,990	0.0%
Disability Insurance	575-23-02	34	88	84	87	0	0		
Life Insurance	575-23-04	21	47	53	54	0	0		
Workers Compensation	575-24	1,126	3,201	2,682	3,662	3,245	3,245	1,800	-44.5%
Unemployment	575-25	0	0	0	0	0	0		
People Costs		41,529	55,279	60,178	62,119	66,500	66,500	66,763	0.4%
Other Contractual	575-34	633	956	865	1,844	4,434	4,434	4,434	0.0%
Communications	575-41	449	523	696	603	1,068	1,068	1,068	0.0%
Electricity	575-43-01	11,640	15,868	15,834	14,779	14,648	14,648	14,648	0.0%
Water/Sewer	575-43-02	1,516	1,820	1,705	1,778	2,101	2,101	2,101	0.0%
Rental & leases	575-44	0	0	0	0	500	500	500	0.0%
General Liability	575-45-01	822	2,524	2,121	2,525	3,033	3,033	1,386	-54.3%
Property	575-45-03	5,696	5,468	11,993	7,035	15,564	15,564	8,814	-43.4%
Repairs & Maintenance	575-46	2,415	7,672	7,222	1,544	4,120	4,120	4,120	0.0%
Printing & Binding	575-47	0	0	0	0	979	979	979	0.0%
Promotional	575-48	10,691	7,201	12,589	6,820	9,785	9,785	9,785	0.0%
Admn Chg	575-49-02	3,689	2,325	2,625	0	0	0		
Office Supplies	575-51	114	154	0	0	0	0		
Operating Supplies	575-52	22	1,284	2,774	775	3,131	3,131	3,131	0.0%
Inventory	575-52-01	1,686	2,351	2,226	2,688	3,600	3,600	3,600	0.0%
Bks/Pubs/Subs	575-54	478	709	577	1,137	1,615	1,615	1,615	0.0%
Depreciation	575-59	0	25,643	25,629					
Transfer to Capital	581		0	0	0	0	0		
Operational Costs		39,851	74,498	86,856	41,528	64,578	64,578	56,181	-13.0%
Buildings	575-62	0				0		0	
Imp O/T Bldgs	575-63				0				
Machinery & Equipment	575-64	0			163				
Capital Outlay		0	0	0	163	0	0	0	
DEPARTMENT TOTAL		81,380	129,777	147,034	103,810	131,078	131,078	122,944	-6.2%

CITY OF GULFPORT
Fiscal Year 2010
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 and various performing artists and concerts, while also being available for community events and organizations.

PROGRAMS

Live stage productions by three theater groups: Gulfport Community Players; Island Community Theater, and; Salerno Theater Company.

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 and Maintenance Worker I.	56,013
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OTHER WAGES

575-15	Car Allowance	150
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FICA & MEDICARE

575-21-01	FICA	3,482
575-21-02	Medicare	814

RETIREMENT

575-22	Retirement	2,514
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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	1,990
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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.	1,800
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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	4,434
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COMMUNICATIONS

575-41	Centranet and postage	1,068
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UTILITIES

575-43-01	Electricity	14,648
575-43-02	Water & sewer	2,101

RENTALS AND LEASES

575-44	Microphones for special events	500
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INSURANCE

575-45-01	General Liability	1,386
575-45-03	Property	8,814

REPAIRS AND MAINTENANCE

575-46	Stage lighting/sound repairs, rewiring/replacement	4,120
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PRINTING AND BINDING

575-47	Brochures, flyers and informational materials	979
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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, white backdrop replacement, black curtain replacement, patio furniture replacement, chair plates for wheelchair-accessible seating	3,131
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INVENTORY FOR RESALE

575-52-01	Alcohol, soda, water, snacks, paper goods and sundries supplies	3,600
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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.	1,615
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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.

Pay & Classification Study:

The City had an external consultant (MGT of America) conduct a comprehensive pay and classification study on all non-bargaining positions that was implemented in the FY 2006 budget.

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 initiated a performance based evaluation system to be administered on an employee's anniversary date to grant merit increases based on the quantity and quality of work performance. 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 that is compared with the Merit Increase Guide to calculate the percent of increase recommended.

If an employee receives a merit increase on their annual employee evaluation and if the recommended merit increase exceeds the maximum pay in the employee's pay grade, the employee will receive a lump sum bonus in lieu of merit pay with no increase to the maximum amount allowed in the pay grade.

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 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>	<u>FOP</u>
< 5 Years	0	88	112	128	96
+5<10 Years	20	104	128	144	120
+10<15 Years	40	128	144	160	136
+15 years	40	+8 per yr.	+8 per yr.	+8 per yr.	160
Maximum/Yr.	40	200	200	200	200

UNION

	<u>IAFF</u>	<u>Fire Lt.</u>	<u>FOP (8)</u>	<u>FOP (12)</u>	<u>Police Sgt</u>
< 5 Years	120	157	96	100	117
+5<10 Years	168	179	120	126	134
+10<15 Years	190	202	136	142	151
+ 15 Years	246	+11.2 per yr.	160	168	+ 8 per yr
Maximum/Yr.	280	280	200	200	280

All regular full-time employees 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 proposed budget contains payments of one hundred percent of employee's health insurance premiums, and fifty percent 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 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 AETNA Insurance which is a confidential assistance program for employees and their families.

The City maintains a Classification and Pay Plan for all City employees that was revised and implemented effective October 1, 2005. These tables have been updated to reflect the pay and classifications within the proposed budget for FY 2009/10.

Classification Plan

Job Class Title	Grade	Minimum	Maximum
City Manager	S10	\$91,539.87	\$146,463.80
Public Safety Director	S9	\$76,283.23	\$122,053.15
Director	S8	\$67,417.00	\$101,710.96
Fire Chief	S7	\$62,945.22	\$96,755.08
Building Official	S6	\$52,536.67	\$84,058.65
City Clerk	S6	\$52,536.67	\$84,058.65
Accounting Manager	S5	\$47,760.59	\$76,416.95
Library Administrator	S5	\$47,760.59	\$76,416.95
Parks Supervisor	S4	\$43,418.73	\$69,469.96
Police Svcs Supervisor	S4	\$43,418.73	\$69,469.96
Recreation Supervisor	S4	\$43,418.73	\$69,469.96
Streets Supervisor	S4	\$43,418.73	\$69,469.96
Utility Supervisor	S4	\$43,418.73	\$69,469.96
Human Resources Officer	S4	\$43,418.73	\$69,469.96
Social Svcs Supervisor	S4	\$43,418.73	\$69,469.96
Harbormaster	S3	\$39,471.57	\$63,154.50
Cultural Facilities Sup	S1	\$32,621.13	\$52,193.81
Police Lieutenant	19P	\$65,820.92	\$82,971.62
Detective Sergeant	18P	\$54,368.55	\$71,766.48
Police Sergeant	18P	\$54,368.55	\$71,766.48
Detective	17P	\$43,650.20	\$65,475.29
Police Officer	16P	\$41,571.62	\$62,357.42
Dispatcher	13P	\$32,918.76	\$49,378.15
Fire Lieutenant	ES6	\$52,394.34	\$65,195.34
Fire Lt. Paramedic	ES7	\$55,300.32	\$68,130.90
Firefighter/Paramedic	17E	\$43,407.52	\$60,086.15
Firefighter/EMT	15E	\$38,941.09	\$53,903.58
Fire Inspector	13E	\$39,414.66	\$46,606.24
Principal Planner	19	\$45,664.70	\$68,497.04
Network Administrator	18	\$43,490.19	\$65,235.28
Garage Supervisor	17	\$42,299.99	\$62,128.83
Planner	15	\$37,568.46	\$56,352.68
Deputy City Clerk	14	\$35,779.49	\$53,669.23
Building Inspector	14	\$35,779.49	\$53,669.23
Victim Advocate	13	\$34,075.69	\$51,113.55
Librarian	13	\$34,075.69	\$51,113.55
Admin. Asst. to CM	12	\$32,453.04	\$48,679.56
Environ. Safety Officer	12	\$32,453.04	\$48,679.56
Senior Svc Coordinator	11	\$30,907.66	\$46,361.50
Crew Leader	10	\$29,435.87	\$44,153.81
Police Svcs Specialist	10	\$29,435.87	\$44,153.81

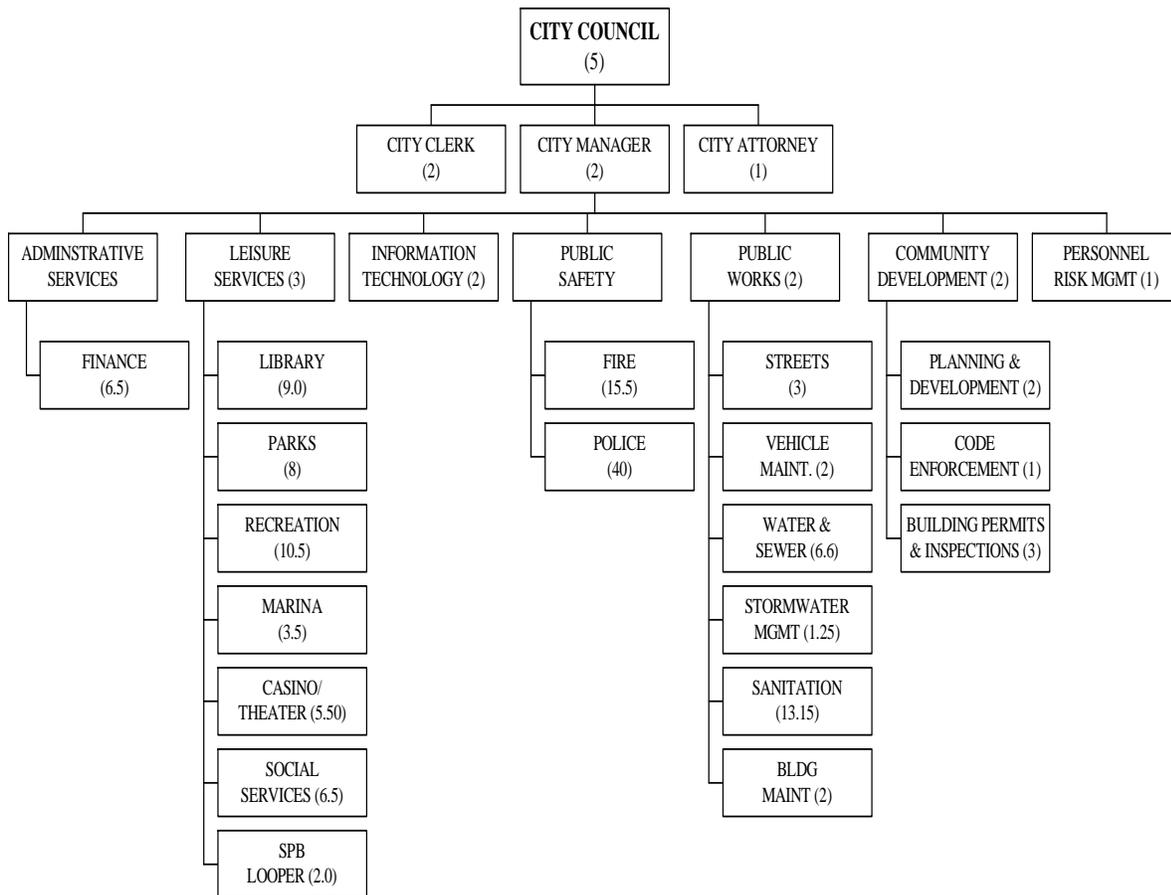
Job Class Title	Grade	Minimum	Maximum
Crime Analyst	10	\$29,435.87	\$44,153.81
Administrative Assistant	10	\$29,435.87	\$44,153.81
Technical Events Spec	10	\$29,435.87	\$44,153.81
Accounting Technician	9	\$28,034.16	\$42,051.25
Utility Svc Worker III	8	\$26,699.20	\$40,048.81
Marina Assistant II	8	\$26,699.20	\$40,048.81
Fleet Maint. Assistant	8	\$26,699.20	\$40,048.81
Admin. Services Tech	8	\$26,699.20	\$40,048.81
Permit Technician	8	\$26,699.20	\$40,048.81
Utility Svc Worker II	7	\$25,427.81	\$38,141.72
Staff Assistant II	7	\$25,427.81	\$38,141.72
Equipment Operator	7	\$25,427.81	\$38,141.72
Recreation Coordinator	7	\$25,427.81	\$38,141.72
Maintenance Worker III	7	\$25,427.81	\$38,141.72
Landscape Specialist	7	\$25,427.81	\$38,141.72
Pre-School Teacher	6	\$24,216.96	\$36,325.44
Staff Assistant	5	\$23,063.77	\$34,595.67
Maintenance Worker II	5	\$23,063.77	\$34,595.67
Event Staff	4	\$21,965.51	\$32,948.24
Mini-Bus Operator	4	\$21,965.51	\$32,948.24
Recreation Leader	3	\$20,919.53	\$31,379.29
Senior Center Asst.	3	\$20,919.53	\$31,379.29
Library Assistant II	3	\$20,919.53	\$31,379.29
Maintenance Worker I	3	\$20,919.53	\$31,379.29
Marina Assistant	3	\$20,919.53	\$31,379.29
School Crossing Guard	2	\$19,923.35	\$29,885.03
Fuel Ramp Attendant	2	\$19,923.35	\$29,885.03
Library Assistant	2	\$19,923.35	\$29,885.03
Library Page	1	\$18,974.62	\$28,461.94

COST OF LIVING ADJUSTMENT POLICY

The approved budget includes a 2% cost of living adjustment that awards a percentage increase to only bargaining unit employees within the Police Department and 3% cost of living adjustment for bargaining unit employees within the Fire Department.

ORGANIZATIONAL CHART

For Fiscal 2009/2010 the following organizational chart identifies staffing levels for each department.



**CITY OF GULFPORT
HISTORIAL DEPARTMENT STAFFING LEVELS**

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
<u>CITY COUNCIL</u>				
Position:				
Mayor	1.00	1.00	1.00	1.00
Council	4.00	4.00	4.00	4.00
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Assistant Deputy Clerk	-	-	-	
Staff Assistant (P/T)	0.50	0.00	0.00	0.00
Department Total	7.50	7.00	7.00	7.00

CITY MANAGER

Position:				
City Manager	1.00	1.00	1.00	1.00
Asst. to City Manager	1.00	1.00	1.00	1.00
Department Total	2.00	2.00	2.00	2.00

ADMINISTRATIVE SERVICES (Finance/Human Resources & Risk Management)

Position:				
Admin. Services Director	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00
Admin. Services Technician	2.00	2.00	2.00	2.00
Staff Assistant II	1.00	1.00	1.00	.50
Accounting Technician	2.00	2.00	2.00	2.00
Human Resources Officer	1.00	1.00	1.00	1.00
Department Total	8.00	8.00	8.00	7.50

INFORMATION TECHNOLOGY

Position:				
Info. Technology Director	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00
Department Total	2.00	2.00	2.00	2.00

PUBLIC SAFETY (Fire/EMS, Police/Environmental Safety)

Position:				
Police Chief	1.00	1.00	1.00	1.00
EMS Manager/Fire Chief	1.00	1.00	1.00	1.00
Captain	1.00	0.00	0.00	1.00
Lieutenant Firefighter	3.00	3.00	3.00	3.00
Firefighter/Volunteers	2.00	2.00	2.00	2.00
Fire Inspector (p/t)	0.50	.50	0.50	0.50
Staff Assistant II	1.00	1.00	1.00	1.00
Firefighter/Paramedics	8.00	8.00	8.00	8.00
Firefighter/EMT	2.00	1.00	1.00	1.00
Lieutenants	2.00	2.00	2.00	1.00
Police Sergeants	4.00	4.00	4.00	5.00

Policy Compliance Sergeant	1.00	1.00	1.00	0.00
Detective Sergeant	1.00	1.00	1.00	1.00
Detectives	3.00	2.00	2.00	2.00
Police Officers	20.00	18.00	18.00	18.00
Crime Analyst	1.00	1.00	1.00	1.00
Communication Dispatchers	4.00	4.00	4.00	4.00
Police Records Technician	1.00	1.00	1.00	0.00
Police Services Supervisor	1.00	1.00	1.00	1.00
School Crossing Guards (PT)	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Police Services Specialist	1.00	1.00	1.00	1.00
Victim Advocate Officer	0.00	0.00	0.00	0.00
School Resource Officer	0.00	1.00	1.00	1.00
Youth Resource Officer	1.00	1.00	1.00	0.00
Department Total	62.50	58.50	58.50	56.50

LEISURE SERVICES (Recreation, Parks, Library, Senior Center, GEMS, Marina, Cultural Facilities, SPB Looper)

Position:

Leisure Services Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Technical Events Specialist	1.00	1.00	1.00	1.00
Recreation Svs Supervisor	1.00	1.00	1.00	1.00
Recreation Coordinator	2.00	1.00	1.00	1.00
Recreation Leader (PT)	4.00	4.00	4.00	4.00
Summer Rec Leader (PT)	1.75	1.75	1.75	1.75
Summer Teen Aides (PT)	1.25	0.00	1.25	1.25
Staff Assistant II	1.00	1.00	1.00	1.00
Preschool Teacher (PT)	0.50	0.50	0.50	0.50
Recreation Leader II (PT)	0.00	0.00	0.00	0.00
Parks Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker I	3.00	4.00	4.00	3.00
Maintenance Worker II	3.00	2.00	2.00	2.00
Maintenance Worker III	2.00	1.00	1.00	1.00
Landscape Technician	1.00	1.00	1.00	1.00
Crew Leader	0.00	1.00	1.00	1.00
Library Administrator	1.00	1.00	1.00	1.00
Librarian	4.00	4.00	3.00	3.00
Librarian (PT)	0.50	0.50	0.50	0.50
Library Assistant I (PT)	3.00	3.00	2.50	2.50
Library Assistant II (PT)	1.00	1.00	1.00	1.00
Library Page (PT)	0.50	0.50	0.50	0.50
Social Services Supervisor	1.00	1.00	1.00	1.00
GEMS Coordinator	0.00	0.00	0.00	0.00
Senior Services Coordinator	1.00	1.00	1.00	1.00
Senior Center Assistant (PT)	1.00	1.00	1.00	1.00
Mini-Bus Operator (PT)	3.50	3.50	3.50	3.50
Harbormaster	1.00	1.00	1.00	1.00
Marina Assistant II	1.00	1.00	1.00	1.00

Marina Assistant (PT)	1.00	1.00	1.00	1.00
Fuel Ramp Attendant (PT)	0.50	0.50	0.50	0.50
Event Operations Manager	1.00	1.00	1.00	1.00
Concession Staff (PT)	1.50	1.50	1.50	1.50
Event Leader (PT)	2.50	2.50	2.50	2.50
SPB Looper (PT)	0.00	0.00	0.00	2.00
Department Total	49.50	47.25	47.00	48.00

PUBLIC WORKS (Streets, Sanitation, Building Maint, Sanitation, Vehicle Maint, Water/Sewer, Stormwater)

Position:

Public Works Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Streets Equipment Operator	1.50	0.00	0.00	0.00
Maintenance Worker II	8.00	8.00	8.00	8.00
Maintenance Worker III	0.00	0.00	0.00	0.00
Summer Teens (PT)	1.00	0.00	0.00	0.00
Garage Supervisor	1.00	1.00	1.00	1.00
Fleet Maintenance Assistant	1.00	1.00	1.00	1.00
Sanitation/Stormwater Sup	1.00	1.00	1.00	1.00
Crew Leader	0.00	1.00	1.00	1.00
Equipment Operator	7.50	8.00	8.00	8.00
Utilities Supervisor	1.00	1.00	1.00	1.00
Utility Service Worker II	4.00	4.00	4.00	4.00
Utility Service Worker III	1.00	1.00	1.00	1.00
Building Maintenance	2.00	2.00	2.00	2.00
Department Total	31.00	30.00	30.00	30.00

COMMUNITY DEVELOPMENT (Building Permitting & Inspections, Code Enforcement, Planning & Development)

Position:

Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Planner	1.00	1.00	2.00	1.00
Principal Planner	1.00	0.00	0.00	1.00
Building Official	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00
Department Total	8.00	7.00	8.00	8.00

Annual Position Totals **170.5** **161.75** **162.50** **161.00**

The City Charter requires the City Manager to annually prepare, submit and recommend a Capital Improvement Program (project/item list) to the City Council for consideration and approval within this year's proposed budget. The Capital Improvement Program is divided into two (2) segments; 1). Capital Projects or Capital Item purchases scheduled for the Fiscal Year 2010. 2). A list of Capital Projects or Capital Items presently scheduled for the next five (5) years.

The approved Fiscal Year 2010 Capital Improvement Budget is in the amount of \$4,466,438, of which \$1,653,838 is presently funded. The unfunded balance of \$2,812,600 of the CIP Budget is primarily within one project and one vehicle purchase. The anticipated project funding for the unfunded segment of the Police Department relocation would be through a Community Development Block Grant for design and architecture, and a sought-after Congressional Appropriation for construction. The second item is the proposed replacement of a GEMS vehicle – which would be funded through a FDOT grant program that the City of Gulfport has successfully utilized in the past.

- \$2,750,000 - Planning for and Relocation of Police Department to 49th Street property.
- \$62,600 - GEMS replacement mini-bus.

Capital Improvement Budget Adjustment:

In an effort to be very cost conscience and not to be placed in a financial position to institute and utilize some sort of PILOT (Payment In Lieu Of Taxes) from the utility enterprise fund to fund the FY 2010 - \$1,653,838 segment of the CIP Budget, the City of Gulfport suspend the previously approved 49th Street Stormwater Quality Improvement Outfall Project budgeted for in the FY 2009 CIP Budget in the amount of \$2,063,000.

Presently, the project would require City matching funds totaling \$921,000 of the project's total cost of \$2,063,000. Contributing to this decision are the following issues:

- Required match is substantially higher due to the loss of funding in the amount of \$250,000 from Pinellas County resulting from countywide budget reductions.
- Penny sales tax revenues available for matching funds at the time of project inception were much higher and forecasted to increase with the continued overall increase in consumer spending.
- The City's Utility Fund reserve balance was substantially higher than current levels and no use of the PILOT was taking place.

FY 2010 Capital Improvement Budget:

Funding for the Fiscal Year 2010 Capital Improvement Program expenditures include the following infrastructure improvements and public safety equipment: Facility improvements, emergency vehicle and equipment purchases are funded directly through the use of the City's portion of the Local Option Infrastructure Surtax (One-Cent Sales Tax) levied by Pinellas County. The tax proceeds may be used for public infrastructure projects and the purchase of certain public safety equipment and vehicles.

- **WATER LINE REPLACEMENT** **\$ 400,000**
 The majority of the City is equipped with galvanized pipe, or very old ductile iron pipe, for its potable water system. Such pipe must be systematically replaced to ensure the integrity of the system.
- **SEWER LINE REPLACEMENT** **\$ 300,000**
 The Environmental Protection Agency (EPA) has found the City in violation of wastewater treatment standards and demands that excessive infiltration be abated. An annual allowance of \$300,000 is provided over the next four years to visually inspect sewer mains with cameras, perform point repairs and to either slip-line or replace deteriorated pipe.
- **STORMWATER IMPROVEMENTS** **\$ 100,000**
 The amount provided for future projects and restoration or rehabilitation for small drainage basins.
- **(3) POLICE CARS** **\$ 68,250**
 Vehicle replacements are based on the City's experience, which includes mileage, cost of repair and maintenance. The City has established 80,000 miles as the replacement threshold. This vehicle replacement program was downsized last year – replacing 2 instead of 3 vehicles.
- **(5) REPLACEMENT LAPTOP COMPUTERS FOR POLICE** **\$ 28,088**
 This is the routine replacement of older police car laptop computers that provide officers in the field with the same data as is available to the dispatcher. Officers are also able to write reports, submit them for review by supervisors, and provide encrypted messages to other units in a real-time environment.
- **TENNIS COURT LIGHT REPLACEMENT (CHASE PARK)** **\$ 30,000**
 This project would replace the old lighting system with a new light configuration that will provide for more evenly distributed light on the courts at a lower pole level for more efficient maintenance.
- **GENERAL BUILDING FACILITY IMPROVEMENTS** **\$ 70,000**
 This is an allowance of \$70,000 in FY 2010 to provide capital maintenance on City buildings, includes the replacement of roofing systems, mechanical systems, and remodeling.
- **SIDEWALK REPAIR AND REPLACEMENT** **\$ 20,000**
 The amount of \$20,000 is allocated annually for this purpose.
- **STREET RESURFACING/BRICK RESTORATION** **\$ 50,000**
 Continue to restore asphalt roads and brick streets that have deteriorated and become excessively rough.

Project planning and engineering is a Capital project necessity. Most times this stage of a project is funded via General Fund revenues, available for general government operations.

- **SHORE BOULEVARD PARKING IMPROVEMENTS** **\$ 25,000**
This amount is to either study or design potential parking related issues on Shore Boulevard in the area of 54th Street to Beach Boulevard.

Projects within the 49th Street Redevelopment District have been successful in utilizing grant funds to facilitate projects.

- **TANGERINE PARKWAY TRAIL** **\$ 250,000**
This project includes the construction of a linear park on the Tangerine Greenway, including walkways, advanced landscaping, decorative water features, and park furnishings. This project is presently funded with grants from three federal and state agencies; FRDAP, FDOT, and CDBG. Project construction is anticipated to begin prior to October 2009.

Capital Equipment and Vehicle replacement with Utilities and Sanitation Divisions is funded through the use of user fees collected from customers.

- **SEWER CLEANER REPLACEMENT** **\$ 70,000**
The budget includes the amount of \$70,000 in FY 2010 to replace equipment designed to clean lines of debris. This equipment is especially important because storm sewer lines are subject to collecting debris and sand, and tree roots growing through and into underground lines. Large sanitary sewer lines are also subject to similar problems.
- **REPLACEMENT – RECYCLING TRUCK** **\$ 192,500**
Scheduled replacement of vehicle based on mileage and increased maintenance costs. **RECYCLING CHARGES** - A surcharge placed on service accounts to pay the costs of curbside recycling above and beyond revenues collected for the sale of recyclable materials. This charge is currently \$1.50 for residential accounts. The cost of recycling is currently estimated at between \$2.25 and \$2.50. It is anticipated that with Pinellas County's participation in countywide recycling, the City of Gulfport program could receive some form of subsidy.

Capital improvements and seawall replacement within the Marina is funded through the use of user fees collected from customers and the sale of items within the Marina.

- **SEAWALL REPAIRS** **\$ 50,000**
The City previously experienced a number of seawall failures. This project provides an allowance of \$50,000 annually to address this issue proactively, rather than after-the-fact.

The following projects are unfunded at this time. It is anticipated that a combination of state and federal grants and appropriations would be utilized to fund the projects and purchases.

- **GEMS BUS REPLACEMENT** **\$ 62,600**
MINI-BUS #2 REPLACEMENT – Replacement of a van with a 12-passenger bus with storage rack and wheelchair lift.

- **POLICE DEPT. RELOCATION TO 49th STREET** **\$ 2,750,000**
To spur the economic redevelopment of the City’s 49th Street corridor by relocating the Gulfport Police Department and the City’s Emergency Operations Center to the existing City owned property in the 49th Street Community Redevelopment area.

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: Totals

DEPARTMENT: All Departments

PROJECT DESCRIPTION:

LIFE EXPECTANCY OF PROJECT:

COST ESTIMATE METHOD (SOURCE):

PROJECT COST SCHEDULE						
	FY 10	FY 11	FY 12	FY 13	FY 14	TOTAL FY 10-14
CAPITAL COSTS						0
						0
Planning /Engineering/Design	300,000	92,000	12,500	0	0	404,500
Legal/permits	0	0	12,500	0	0	12,500
Land acquisition	0	0	0	0	0	0
Land preparation	0	0	0	0	0	0
Construction	2,775,000	1,593,000	325,000	625,000	100,000	5,418,000
Capital Equipment	383,188	437,500	299,217	369,509	283,000	1,772,414
Other (Specify):	1,008,250	1,129,000	1,453,750	1,958,000	1,113,500	6,662,500
SUBTOTAL	4,466,438	3,251,500	2,102,967	2,952,509	1,496,500	14,269,914

FUNDING Requested						
Undesignated Fund Balance	0	450,000	0	0	0	450,000
Penny for Pinellas	1,066,338	1,189,000	1,237,967	1,226,509	1,163,500	5,883,314
Ad Valorem	25,000	67,500	47,500	70,000	23,000	233,000
User Fees & Charges	312,500	375,000	567,500	491,000	310,000	2,056,000
Transportation Impact	0	0	0	0	0	0
Grants	3,062,600	1,170,000	250,000	1,165,000	0	5,647,600
TOTAL	4,466,438	3,251,500	2,102,967	2,952,509	1,496,500	14,269,914

FUNDING Available						
Undesignated Fund Balance	0	450,000	0	0	0	450,000
Penny for Pinellas	1,071,338	1,103,478	1,136,582	1,170,680	1,205,800	5,687,878
Ad Valorem	25,000	67,500	47,500	70,000	23,000	233,000
User Fees & Charges	312,500	375,000	567,500	491,000	310,000	2,056,000
Transportation Impact	5,000	5,150	5,305	5,464	5,628	26,547
Grants	250,000	550,000	0	300,000	0	1,100,000
TOTAL	1,663,838	2,551,128	1,756,887	2,037,144	1,544,428	9,553,425

FUNDING Difference						
Undesignated Fund Balance	0	0	0	0	0	0
Penny for Pinellas	5,000	(85,522)	(101,385)	(55,829)	42,300	(195,436)
Ad Valorem	0	0	0	0	0	0
User Fees & Charges	0	0	0	0	0	0
Transportation Impact	5,000	5,150	5,305	5,464	5,628	26,547
Grants	(2,812,600)	(620,000)	(250,000)	(865,000)	0	(4,547,600)
TOTAL	(2,802,600)	(700,372)	(346,080)	(915,365)	47,928	(4,716,489)

Approved 2010 Funded CIP Projects

PROJECT	FY	DEPARTMENT	AMOUNT	FUNDING SOURCE
Police vehicles	2010	Police	68,250	Capital Projects Fund – Penny \$
Police car laptop computers	2010	Police	28,088	Capital Projects Fund – Penny \$
Tennis Court lights	2010	L/S Parks	30,000	Capital Projects Fund – Penny \$
General facility improvements	2010	P/W Buildings	70,000	Capital Projects Fund – Penny \$
Sidewalk repair & replacement	2010	P/W Streets	20,000	Capital Projects Fund – Penny \$
Street resurfacing/brick restoration	2010	P/W Streets	50,000	Capital Projects Fund – Penny \$
Water line replacement	2010	P/W Water	400,000	Capital Projects Fund – Penny \$
Sewer line replacement	2010	P/W Water	300,000	Capital Projects Fund – Penny \$
Stormwater line replacement	2010	P/W Stormwater	100,000	Capital Projects Fund – Penny \$
Shore Boulevard parking improvements	2010	Comm. Dev/PW	25,000	General Fund
Tangerine Parkway Trail	2010	Comm. Dev/PW/LS	250,000	Grants – CDBG, FDOT, FRDAP
New Police Station	2010	Public Safety	2,750,000	Grants – Congressional Appropriations
GEMS Passenger bus	2010	L/S GEMS	62,500	Grants – FDOT
Seawall repairs	2010	L/S Marina	50,000	Marina fund
Recycling truck replacement	2010	P/W Streets	192,500	Sanitation fund
Sewer cleaner equipment replacement	2010	P/W Sewer	<u>70,000</u>	Utility fund
TOTAL			\$4,466,438	

FY 2010 CIP AVAILABLE FUNDING SUMMARY

Capital Projects Fund – Penny	\$ 1,066,338
General Fund	25,000
Grants – all	250,000
Marina Fund	50,000
Sanitation Fund	192,500
Utility Fund	<u>70,000</u>
Total	\$ 1,653,838

FY 2010 UNFUNDED SUMMARY

GEMS passenger bus: FDOT grant	\$ 62,600
Police Headquarters: Grant application	<u>2,750,000</u>
Total	\$ 2,812,600

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Server Replacement Program

DEPARTMENT: Administration

PROJECT TYPE: Replacement

Division: Information Technology

PROJECT DESCRIPTION:

Scheduled replacement of computer servers (email, financial, police, and document storage) per computer replacement guidelines

* This is now a "as needed program"

LIFE EXPECTANCY OF PROJECT: 3 - 4 Years

**COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing/State of Florida
contract 250-00-03-1**

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment		15,000	7,500	10,000	10,000	42,500
Other (Specify):						
SUBTOTAL		15,000	7,500	10,000	10,000	42,500

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem		15,000	7,500	10,000	10,000	
Transportation Impact						
User Fees & Charges						
Grants						
TOTAL		15,000	7,500	10,000	10,000	

FINANCIAL IMPACT - OPERATING COSTS						
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Tourist Docks at Pier

DEPARTMENT: C.D.D.

PROJECT TYPE: Improvement

Division: WRD

PROJECT DESCRIPTION:
Construction of transient boat docks along the Waterfront Pier to encourage boaters to visit and patronize waterfront businesses. This provides more boater access to the waterfront redevelopment area.

LIFE EXPECTANCY OF PROJECT: 10 + Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design			12,500			12500
Legal/permits			12,500			12500
Land acquisition						
Land preparation						
Construction				225,000		225000
Capital Equipment						
Other (Specify):						
SUBTOTAL			25,000	225,000		250,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants			25,000	225,000		250,000
TOTAL			25,000	225,000		250,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Shore Blvd. Parking Improvements

DEPARTMENT: C.D.D.

PROJECT TYPE: Improvement

Division:

PROJECT DESCRIPTION:

LIFE EXPECTANCY OF PROJECT:

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design	25,000					25000
Legal/permits						
Land acquisition						
Land preparation						
Construction		225,000				225000
Capital Equipment						
Other (Specify):						
SUBTOTAL	25,000	225,000				250,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem	25,000					25,000
User Fees & Charges						
Transportation Impact						
Grants		225,000				225,000
TOTAL	25,000	225,000				250,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: 49TH St. Streetscaping

DEPARTMENT: C.D.D.

PROJECT TYPE: Renovation

Division: 49th St. Redevelopment

PROJECT DESCRIPTION:

Continuation of improvements adopted in the 49th St. Redevelopment Plan, contingent upon grant funding.

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction		300,000		300,000		600,000
Capital Equipment						
Other (Specify):						
SUBTOTAL		300,000		300,000		600,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants - CDBG		300,000		300,000		600,000
TOTAL		300,000		300,000		600,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating			3,000		3,000	6,000
Total			3,000		3,000	6,000

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Trolley Market Sq.

DEPARTMENT: C.D.D.

PROJECT TYPE: Improvement

Division: 49th St. Redevelopment

PROJECT DESCRIPTION:
Development of park with trolley replica, pavers, street furniture, lighting, electric and shade awnings, contingent upon grant funding

LIFE EXPECTANCY OF PROJECT: 20 + Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design		42,000				42000
Legal/permits						
Land acquisition						
Land preparation						
Construction		238,000				238000
Capital Equipment						
Other (Specify):						
SUBTOTAL		280,000				280,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants - CDBG		280,000				280,000
TOTAL		280,000				280,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: Tangerine Pkwy Trail

DEPARTMENT: C.D.D.

PROJECT TYPE:

Division: 49th St. Redevelopment

PROJECT DESCRIPTION:
 Construction of a linear park on the Tangerine Greenway, including walkways, advanced landscaping, and park furnishings.

 Partially funded at this time, in process

LIFE EXPECTANCY OF PROJECT: 20+ years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design	25000	25,000				50,000
Legal/permits						
Land acquisition						
Land preparation						
Construction	225,000	225,000				450,000
Capital Equipment						
Other (Specify):						
SUBTOTAL	250,000	250,000				500,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants - CDBG, FDOT, FRDAP	250,000	250,000				500,000
TOTAL	250,000	250,000				500,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating	4,000	4,000				8,000
Total	4,000	4,000				8,000

* Financial impact included with streetscape impact

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Gulfport Blvd. Streetscaping

DEPARTMENT: C.D.D.

PROJECT TYPE: Renovation

Division: Comm. Dev.

PROJECT DESCRIPTION:

Streetscape project for Gulfport Blvd. in concert with, or to follow County improvement project.
Pending Pinellas County funding

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design		25,000				25,000
Legal/permits						
Land acquisition						
Land preparation						
Construction			225,000			225,000
Capital Equipment						
Other (Specify):						
SUBTOTAL		25,000	225,000			250,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants		25,000	225,000			250,000
TOTAL		25,000	225,000			250,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: Fire Engine

DEPARTMENT: Public Safety

PROJECT TYPE: Equipment Replacement

Division: Fire/Capital Projects

PROJECT DESCRIPTION:

Scheduled replacement of existing fire engine as required due to mileage, age and increased maintenance cost.

Pending Pinellas County EMS funding allocation.

LIFE EXPECTANCY OF PROJECT:

10 years with option to refurbish or replace, 15 years total

COST ESTIMATE METHOD (SOURCE):

Manufacturer pricing, piggy back on existing contract pricing, either state contract or available RFP

PROJECT COST SCHEDULE						
CAPITAL COSTS	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Engine replacement				500,000		500000
SUBTOTAL				500,000		500000

CAPITAL FUNDING SOURCES	PROJECT FUNDING SCHEDULE					
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants -				500,000		500,000
TOTAL				500,000		500,000

Personnel	FINANCIAL IMPACT					
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Portable/Mobile Police Radios

DEPARTMENT: Public Safety

PROJECT TYPE: Equipment Replacement

Division: Police/Capital Projects

PROJECT DESCRIPTION:

Three portable radios every three years to cover loss/damage.

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE):

Pinellas County Public Safety Radio Users Group

PROJECT COST SCHEDULE

	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment		12,500			13,000	25,500
Other (Specify):						
SUBTOTAL		12,500			13,000	25,500

CAPITAL FUNDING SOURCES

PROJECT FUNDING SCHEDULE

	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem		12,500			13,000	25,500
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL		12,500			13,000	25,500

FINANCIAL IMPACT - OPERATING COSTS

	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Police Vehicles

DEPARTMENT: Police

PROJECT TYPE: Equipment Replacement

Division: Police/Capital Projects

PROJECT DESCRIPTION:
 Scheduled replacement of existing police vehicles at between 80K and 100K miles.
 Includes replacement equipment, such as lights, sirens, switchgear, etc. when needed.

 FY 09/10--Replace # 101, 54, 154
 09/10--3 detective cars @ \$22K each, plus \$750 each for minimal equipment

LIFE EXPECTANCY OF PROJECT:
 Fleet police vehicles begin to experience major mechanical problems after 80,000 miles. Patrol cars reach this threshold in 4 years, while staff and detective cars take 5 years.

COST ESTIMATE METHOD (SOURCE):
 Florida Sheriff's Bid list based on current vehicle pricing
 Patrol Vehicles (marked and unmarked) must have all police package equipment and be "pursuit rated",

PROJECT COST SCHEDULE						
CAPITAL COSTS	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Vehicles	68,250	49,000	123,750	108,000	73,500	422,500
SUBTOTAL	68,250	49,000	123,750	108,000	73,500	422,500

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas	68,250	49,000	123,750	108,000	73,500	422,500
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	68,250	49,000	123,750	108,000	73,500	422,500

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Police Car Laptops

DEPARTMENT: Police

PROJECT TYPE: Equipment Replacement

Division:

PROJECT DESCRIPTION:
Routine replacement of older police car laptop computers that provide officers in the field with the same data as is available to the dispatcher. Officers are also able to write reports, submit them for review by supervisors and provide encrypted messages to other units in a real-time environment

LIFE EXPECTANCY OF PROJECT: 3 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer pricing, RFP piggyback/State Contract

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	28,088		24,217	28,509		80,814
Other (Specify):						
SUBTOTAL	28,088		24,217	28,509		80,814

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas	28,088		24,217	28,509		80,814
Ad Valorem						
User Charges & Fees						
Transportation Impact						
Grants						
TOTAL	28,088		24,217	28,509		80,814

FINANCIAL IMPACT - OPERATING COSTS						
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Replacement Police Vessel

DEPARTMENT: Police

PROJECT TYPE: Equipment Replacement

Division:

PROJECT DESCRIPTION:

In 2012, the police vessel will be twelve years old, and the motor will be seven years old. This project will replace the boat, motor, and trailer as well as all of the electronics and associated equipment, which will have reached the end of their serviceable life.

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Retailers' Websites

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment				85,000		85,000
Other (Specify):						
SUBTOTAL				85,000		85,000

CAPITAL FUNDING SOURCES (Itemize)	PROJECT FUNDING SCHEDULE					
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants				85,000		85,000
TOTAL				85,000		85,000

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: New Police Headquarters

DEPARTMENT: Police

PROJECT TYPE: New Construction

Division:

PROJECT DESCRIPTION:
 This project would relocate the police headquarters to the site of the current neighborhood center on 49th Street.

LIFE EXPECTANCY OF PROJECT: 30 Years

COST ESTIMATE METHOD (SOURCE): Recent Construction Comparison est. \$260/sf

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design	250,000					250,000
Legal/permits						
Land acquisition						
Land preparation						
Construction	2,500,000					2,500,000
Capital Equipment						
Other (Specify):						
SUBTOTAL	2,750,000					2,750,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants - Congressional Appropriation	2,750,000					2,750,000
TOTAL	2,750,000					2,750,000

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

Replacement Generator

DEPARTMENT: Public Safety

PROJECT TYPE: Equipment Purchase

Division: Police

PROJECT DESCRIPTION:
Replacement of 14 year old PD 100 Kw generator with newer, quieter generator, transfer switch, fuel tank, and remote enunciator. Includes shipping, and installation. The generator uses an automatic transfer switch to automatically switch on in the event that the city hall complex loses power from Progress Energy. This enables us to maintain service levels in our most critical functions.

LIFE EXPECTANCY OF PROJECT: 15 years

COST ESTIMATE METHOD (SOURCE): Manufacturer quotes

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment				55,000		55,000
Other (Specify):						
SUBTOTAL				55,000		55,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants				55,000		55,000
TOTAL				55,000		55,000

FINANCIAL IMPACT						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Front End Loader Replacement

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation / Stormwater

PROJECT DESCRIPTION:

Scheduled replacement of existing front end loader as required because of equipment hours, age and increased maintenance cost.

LIFE EXPECTANCY OF PROJECT: 12 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment				175,000		175,000
Other (Specify):						
SUBTOTAL				175,000		175,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges				175,000		175,000
Transportation Impact						
Grants						
TOTAL				175,000		175,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Facility Improvements

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Building Maintenance

PROJECT DESCRIPTION:

Allowance to provide capital maintenance on City Buildings.

LIFE EXPECTANCY OF PROJECT: Varies

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Improv. O/T Bldg.	70,000	70,000	70,000	70,000	70,000	350,000
SUBTOTAL	70,000	70,000	70,000	70,000	70,000	350,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas	70,000	70,000	70,000	70,000	70,000	350,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	70,000	70,000	70,000	70,000	70,000	350,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: Sidewalks

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Streets

PROJECT DESCRIPTION:
 Remove & repair approximately 8,500 square feet of sidewalk per year at various locations.

LIFE EXPECTANCY OF PROJECT: 20 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Improv. O/T Bldg.	20,000	20,000	20,000	20,000	20,000	100,000
SUBTOTAL	20,000	20,000	20,000	20,000	20,000	100,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas	20,000	20,000	20,000	20,000	20,000	100,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	20,000	20,000	20,000	20,000	20,000	100,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: St. Resurfacing/Brick Restoration

DEPARTMENT: Public Works

PROJECT TYPE: Improvement

Division: Streets

PROJECT DESCRIPTION:

Continue to maintain asphalt roads & restore brick streets.

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	50,000	50,000	100,000	100,000	100,000	400,000
Capital Equipment						
Other (Specify):						
SUBTOTAL	50,000	50,000	100,000	100,000	100,000	400,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas	50,000	50,000	100,000	100,000	100,000	400,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	50,000	50,000	100,000	100,000	100,000	400,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: Waterlines

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Utilities - Water

PROJECT DESCRIPTION:
 Necessary to provide repair and replacement of water lines.
 Presently funded through allocation of Penny for Pinellas revenue, anticipated potential Economic Stimulus funding through FDEP Revolving Loan Program available in December 2009.

LIFE EXPECTANCY OF PROJECT: 50 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Improv. O/T Bldg.	400,000	400,000	400,000	400,000	400,000	2,000,000
SUBTOTAL	400,000	400,000	400,000	400,000	400,000	2,000,000

CAPITAL FUNDING SOURCES	PROJECT FUNDING SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas	400,000	400,000	400,000	400,000	400,000	2,000,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	400,000	400,000	400,000	400,000	400,000	2,000,000

FINANCIAL IMPACT						
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Sewerlines

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Utilities - Sewer

PROJECT DESCRIPTION:
Necessary to provide repair and replacement of sewer lines.

LIFE EXPECTANCY OF PROJECT: 35 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Improv. O/T Bldg.	300,000	300,000	300,000	300,000	300,000	1,500,000
SUBTOTAL	300,000	300,000	300,000	300,000	300,000	1,500,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas	300,000	300,000	300,000	300,000	300,000	1,500,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	300,000	300,000	300,000	300,000	300,000	1,500,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: Other Storm Water Projects

DEPARTMENT: Public Works

PROJECT TYPE: Improvements

Division: Utilities - Stormwater

PROJECT DESCRIPTION:
 Other storm drainage projects not identified in ongoing Stormwater Improvements program.
 Repair and refurbishment

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Improv. O/T Bldg.	100,000	200,000	200,000	200,000	200,000	900,000
SUBTOTAL	100,000	200,000	200,000	200,000	200,000	900,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas	100,000	200,000	200,000	200,000	200,000	900,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	100,000	200,000	200,000	200,000	200,000	900,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Sewer Cleaner Replacement

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Utilities - Sewer

PROJECT DESCRIPTION:
replace equipment designed to clean lines of debris in both sanitary and storm water lines

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	70,000					70,000
Other (Specify):						
SUBTOTAL	70,000					70,000

CAPITAL FUNDING SOURCES (Itemize)	PROJECT FUNDING SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges	70,000					70,000
Transportation Impact						
Grants						
TOTAL	70,000					70,000

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014

PROJECT TITLE: Rear Loader #43

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
 Scheduled replacement of existing sanitation trucks as required because of vehicle hours, age and increased maintenance cost.

LIFE EXPECTANCY OF PROJECT: 5 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment			185,000			185,000
Other (Specify):						
SUBTOTAL			185,000			185,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges			185,000			185,000
Transportation Impact						
Grants						
TOTAL			185,000			185,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Side Loader #41

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of vehicles based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 7 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment		220,000				220,000
Other (Specify):						
SUBTOTAL		220,000				220,000

CAPITAL FUNDING SOURCES	PROJECT FUNDING SCHEDULE					
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges		220,000				220,000
Transportation Impact						
Grants (List Specific)						
TOTAL		220,000				220,000

FINANCIAL IMPACT - OPERATING COSTS					
Personnel					
Operating					
Total					

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: f-750 Dump Truck

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of vehicles based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 15 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment			82,500			82,500
Other (Specify):						0
SUBTOTAL			82,500			82,500

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges			82,500			82,500
Transportation Impact						
Grants						
TOTAL			82,500			82,500

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Recycling Truck

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of vehicles based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	192,500					192,500
Other (Specify):						
SUBTOTAL	192,500					192,500

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges	192,500					192,500
Transportation Impact						
Grants						
TOTAL	192,500					192,500

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Pickup truck #71

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of vehicles based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment				16,000		16,000
Other (Specify):						
SUBTOTAL				16,000		16,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges				16,000		16,000
Transportation Impact						
Grants						
TOTAL				16,000		16,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Side Loader #31

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of vehicles based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment					235,000	235,000
Other (Specify):						
SUBTOTAL					235,000	235,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges					235,000	235,000
Transportation Impact						
Grants						
TOTAL					235,000	235,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: F-250 Cargo Van

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Building Maintenance

PROJECT DESCRIPTION:

Replacement of vehicles based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment					25,000	25,000
Other (Specify):						
SUBTOTAL					25,000	25,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Operating Budget						
Ad Valorem						
User Fees & Charges					25,000	25,000
Transportation Impact						
Grants						
TOTAL					25,000	25,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: CITY HALL RE-ROOF

DEPARTMENT: Public Works

PROJECT TYPE: Roof Replacement

Division: Building Maintenance

PROJECT DESCRIPTION:

Replacement of vehicles based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 20 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY10	FY11	FY12	FY13	FY14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction		450,000				450,000
Capital Equipment						
Other (Specify):						
SUBTOTAL		450,000				450,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance		450,000				450,000
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL		450,000				450,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Skate Park Obstacles

DEPARTMENT: Leisure Services

PROJECT TYPE: Replacement

Division: Recreation-Capital Plan

PROJECT DESCRIPTION:
Allowance for replacement of ramps and obstacles, resurfacing at Tomlinson Park.

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Previous project bid specifications

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment		90,000				90,000
Other (Specify):						
SUBTOTAL		90,000				90,000

CAPITAL FUNDING SOURCES	PROJECT FUNDING SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants		90,000				90,000
TOTAL		90,000				90,000

FINANCIAL IMPACT	FINANCIAL IMPACT					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Personnel						
Operating		1,000	1,000	1,000	1,000	4,000
Total		1,000	1,000	1,000	1,000	4,000

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Beach Playground

DEPARTMENT: Leisure Services

PROJECT TYPE: Replacement

Division: Recreation-Capital Plan

PROJECT DESCRIPTION:
Heavy usage due to the shoreline location and weather requires more frequent replacement than playgrounds located in parks that are inland and shaded.

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Comparable City projects

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment		100,000				
Other (Specify):						
SUBTOTAL		100,000				

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas		100,000				
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants FRDAP						
TOTAL		100,000				

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: 12 Passenger Bus

DEPARTMENT: Leisure Services

PROJECT TYPE: Replacement

Division: GEMS

PROJECT DESCRIPTION:
Mini-Bus #2 Replacement - Replacement of a van with a 12 passenger bus with storage rack & wheelchair lift.

LIFE EXPECTANCY OF PROJECT: 7 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	62,600					62,600
Other (Specify):						
SUBTOTAL	62,600					62,600

CAPITAL FUNDING SOURCES (Itemize)	PROJECT FUNDING SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants (FDOT)	62,600					62,600
TOTAL	62,600					62,600

FINANCIAL IMPACT - OPERATING COSTS	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Structural Repairs - Casino

DEPARTMENT: Leisure Services

PROJECT TYPE: Repairs

Division: LS - Cultural Facilities

PROJECT DESCRIPTION:

Floor framing or roof framing issues, other areas include HARV systems, floors and windows/doors.

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Contractor Pricing, similar projects

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Specify): Structural repairs		40,000	40,000	60,000		
SUBTOTAL		40,000	40,000	60,000		

CAPITAL FUNDING SOURCES (Itemize)	PROJECT FUNDING SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem		40,000	40,000	60,000		
User Fees & Charges						
Transportation Impact						
Grants (Coastal Improvement Program)						
TOTAL		40,000	40,000	60,000		

FINANCIAL IMPACT	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Seawall Repairs

DEPARTMENT: Leisure Services

PROJECT TYPE: Replacement

Division: Marina

PROJECT DESCRIPTION:
Allowance for seawall repairs

LIFE EXPECTANCY OF PROJECT: 20 Years

COST ESTIMATE METHOD (SOURCE): Marine contractor

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						0
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Special): O/T Bldg	50,000	50,000	50,000	50,000	50,000	250,000
SUBTOTAL	50,000	50,000	50,000	50,000	50,000	250,000

CAPITAL FUNDING SOURCES (Itemize)	PROJECT FUNDING SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges	50,000	50,000	50,000	50,000	50,000	250,000
Transportation Impact						
Grants (List Specific)						
TOTAL	50,000	50,000	50,000	50,000	50,000	250,000

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

*

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Dry Boat Storage Area

DEPARTMENT:Leisure Services

PROJECT TYPE: Improvement

Division: Marina

PROJECT DESCRIPTION:
provide for shell parking area with access control fencing and landscaping around the parameter

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Contractor Pricing, similar projects

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction		105,000				105,000
Capital Equipment						
Other (Specify):						
SUBTOTAL						

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges		105,000				105,000
Transportation Impact						
Grants (Coastal Improvement Program)						
TOTAL						

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating		2,100				2,100
Total		2,100				2,100

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Marina Configuration Impr.

DEPARTMENT: Leisure Services

PROJECT TYPE: Improvements

Division: Marina

PROJECT DESCRIPTION:
An allowance of \$250,000 has been earmarked in FY '10 and FY '11 to relocate certain areas in the Marina so that they function better, improve paved areas that are deteriorating, and beautify areas of the Marina grounds that are unattractive.

Postponed Economic Conditions

LIFE EXPECTANCY OF PROJECT: 15 Years

COST ESTIMATE METHOD (SOURCE): Previous projects similar in nature.

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment						
Other (Special): O/T Bldg			250,000	250,000		500,000
SUBTOTAL			250,000	250,000		500,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						0
User Fees & Charges			250,000	250,000		500,000
Transportation Impact						
Grants (List Specific)						
TOTAL			250,000	250,000		500,000

FINANCIAL IMPACT						
Personnel						
Operating				12,500	12,500	25,000
Total				12,500	12,500	25,000

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2010 - 2014**

PROJECT TITLE: Tennis Court Lights

DEPARTMENT: Leisure Services

PROJECT TYPE: Replacement

Division: Recreation-Capital Plan

PROJECT DESCRIPTION:
Allowance for replacement of tennis court lighting system.

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Previous project bid specifications

LOCATION:	PROJECT COST SCHEDULE					
	FY 10	FY 11	FY 12	FY 13	FY 14	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	30,000					30,000
Other (Specify): Bldg.						
SUBTOTAL	30,000					30,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas	30,000					30,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants FRDAP						
TOTAL	30,000					30,000

	FINANCIAL IMPACT					
Personnel						
Operating	1,000	1,000	1,000	1,000	1,000	5,000
Total	1,000	1,000	1,000	1,000	1,000	5,000

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, 2009 is referred to as "Fiscal Year 2009-10". 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. Compensation Administration
5. Five-Year Service and Capital Plan.
6. Debt Administration
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 each department's 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 five such funds: Capital Projects Fund, Waterfront Redevelopment District, 49th Street Redevelopment District, the Gulfport Elderly Mobility System (GEMS) and Cultural Facilities.

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. 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 Council approved tax rate for the City of Gulfport is 3.4742 mills, or \$3.4742 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 3.4742 mills a property tax of \$173.71

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 Service and 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

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 receive 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.

