

City of Gulfport, Florida
Operating Budget
Fiscal Year

October 1, 2010 thru September 30, 2011

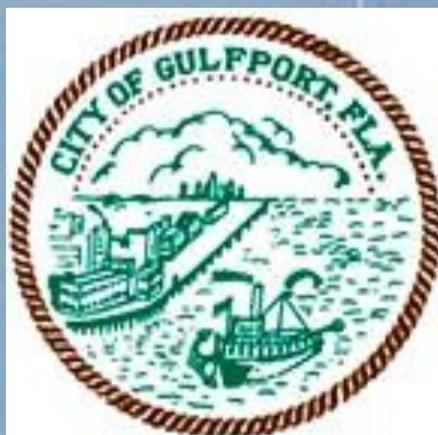


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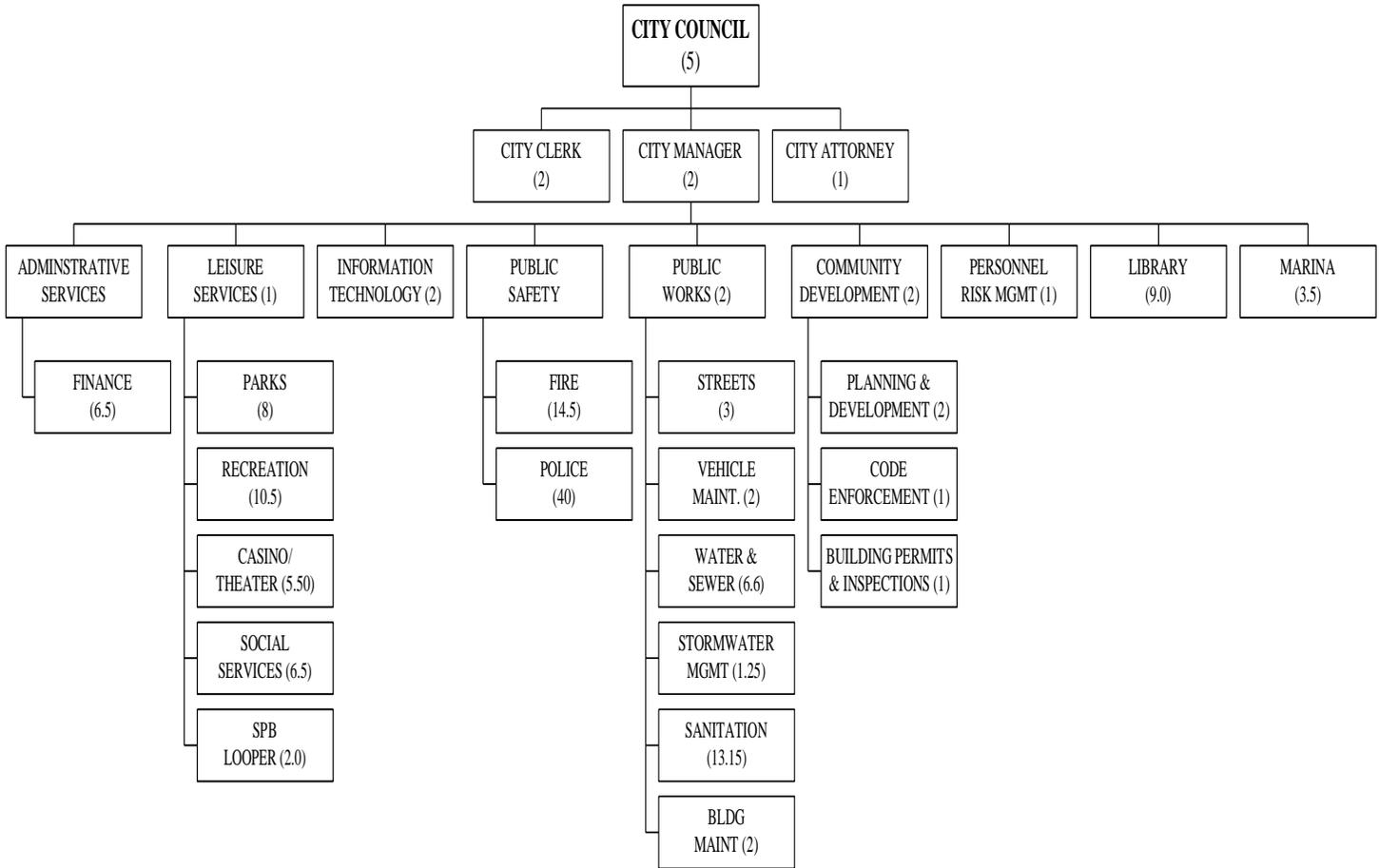
MISSION STATEMENT

OF THE CITY OF GULFPORT

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

ORGANIZATIONAL CHART

For Fiscal 2010/2011 the following organizational chart identifies staffing levels for each department.



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, 2010 and ending on September 30, 2011, was submitted to the Gulfport City Council on July 6, 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 2010/11 began with a City Council workshop on April 22, 2010. The City Council received the first (1st) draft of the City Manager's proposed FY 2010/2011 Budget on July 6, 2010, and subsequently held two (2) additional Budget Workshops on July 15, 2010 and August 16, 2010 to review the first (1st) draft of the proposed budget.

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, reflecting no reduction in services delivered to residents and no forced reduction in workforce. The development of the budget also considered 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:

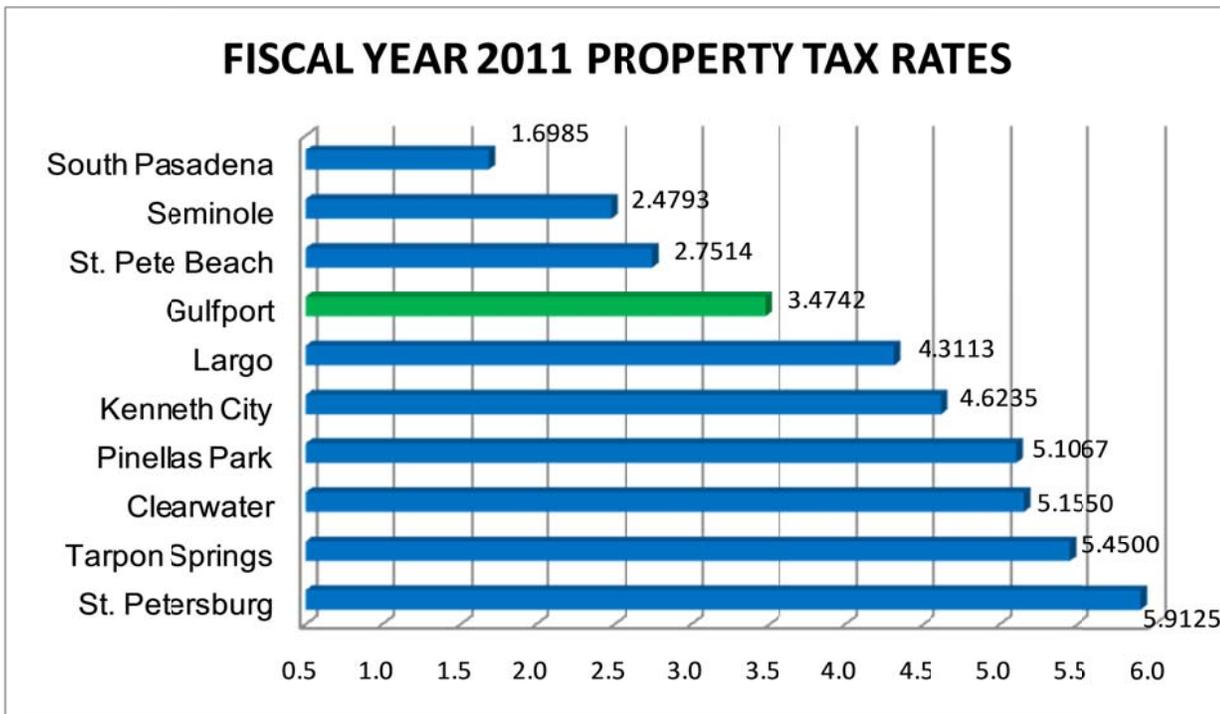
- *The City's Ad Valorem property tax will remain at 3.4742 mills per \$1000 of assessed valuation.*
- *No reduction of services to the City of Gulfport's citizens.*
- *No forced reduction in workforce.*
- *The City of Gulfport by Resolution shall maintain a minimum 25% General Fund Reserve Balance.*
- *Reinstates utilization of Utility (Water & Sewer) PILOT fund transfer to General Fund.*
- *Public Safety*
- *Maintain Utility Infrastructure*

- *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.*

The final adopted budget maintains frontline services as they exist today. Future budget analysis for FY 2011/2012 will need to include a significant discussion on the present levels of services provided by the City today and the future means to pay for them.

Any such changes in service levels 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 services, 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 continue to expect at a millage rate of 3.4742 that generates \$2,330,288 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.



The City Manager continues not to recommended or implement, 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

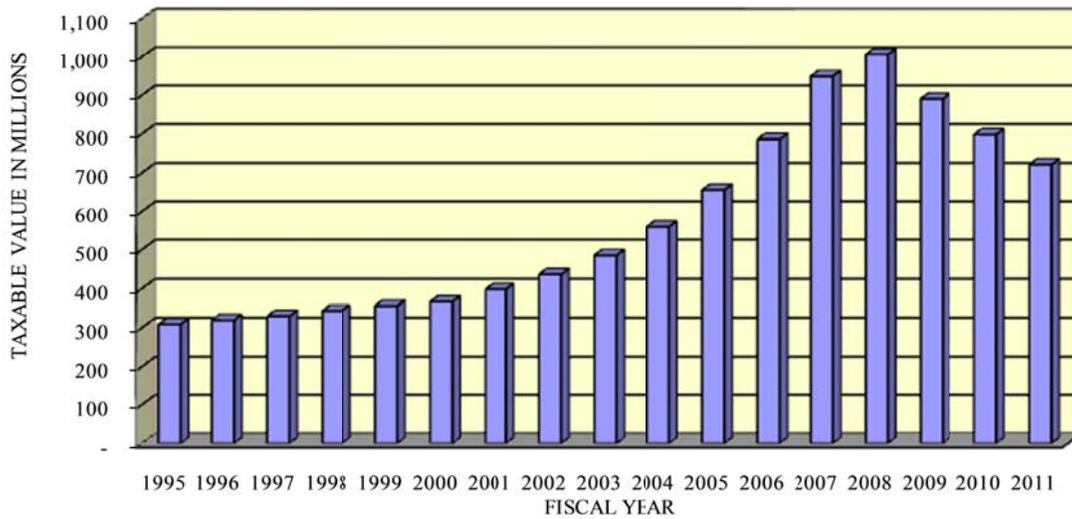
FINANCIAL POLICIES

**CITY OF GULFPORT
FY 2010/2011**

FY 2011 Financial Summary

For FY 2011, the taxable value of real and personal property within the City of Gulfport decreased by 9.7%. As indicated below, this represents a decrease in taxable value of existing properties of \$78,773,158 (-9.8%), and an increase of \$1,092,066 (0.1%) 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

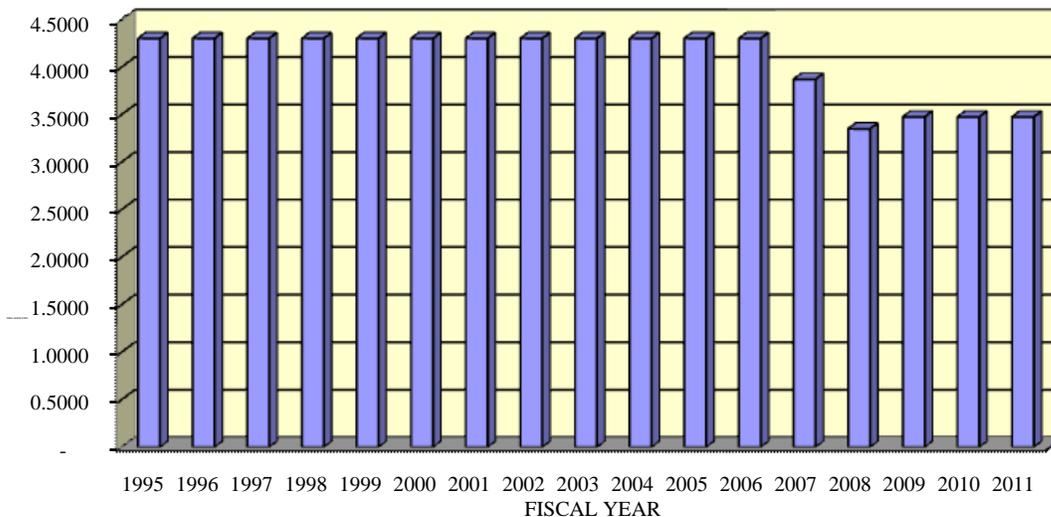


TAXABLE VALUES

Valuation Component	Taxable Valuation
FY '10 Gross Taxable Value	\$798,568,343
FY '11 Net of New Construction & Deletions	1,092,066
FY '11 Net Increases in Value of Existing Property	(78,773,158)
TOTAL DECREASE:	(77,681,092)
FY '11 Gross Taxable Valuation	\$ 720,887,251
Decrease from FY '10	-9.7%

The millage rate of 3.4742 mills per \$1000 of assessed property value remains unchanged for FY 2010-11. Maintaining the same millage rate for FY 2010-11 as was in place for FY 2009-10 or 3.4742 mills results in the loss of \$261,434 in cumulative ad valorem property tax revenue when applied against the 9.7% 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 2010-11 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 2011.

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 previous fiscal year General Fund expenditures.
- To the extent that unreserved General Fund balance exceeds twenty-five (25) percent of the previous fiscal year General Fund expenditures at the Fiscal Year end, the City may draw upon the fund balance as approved by the City Council.

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

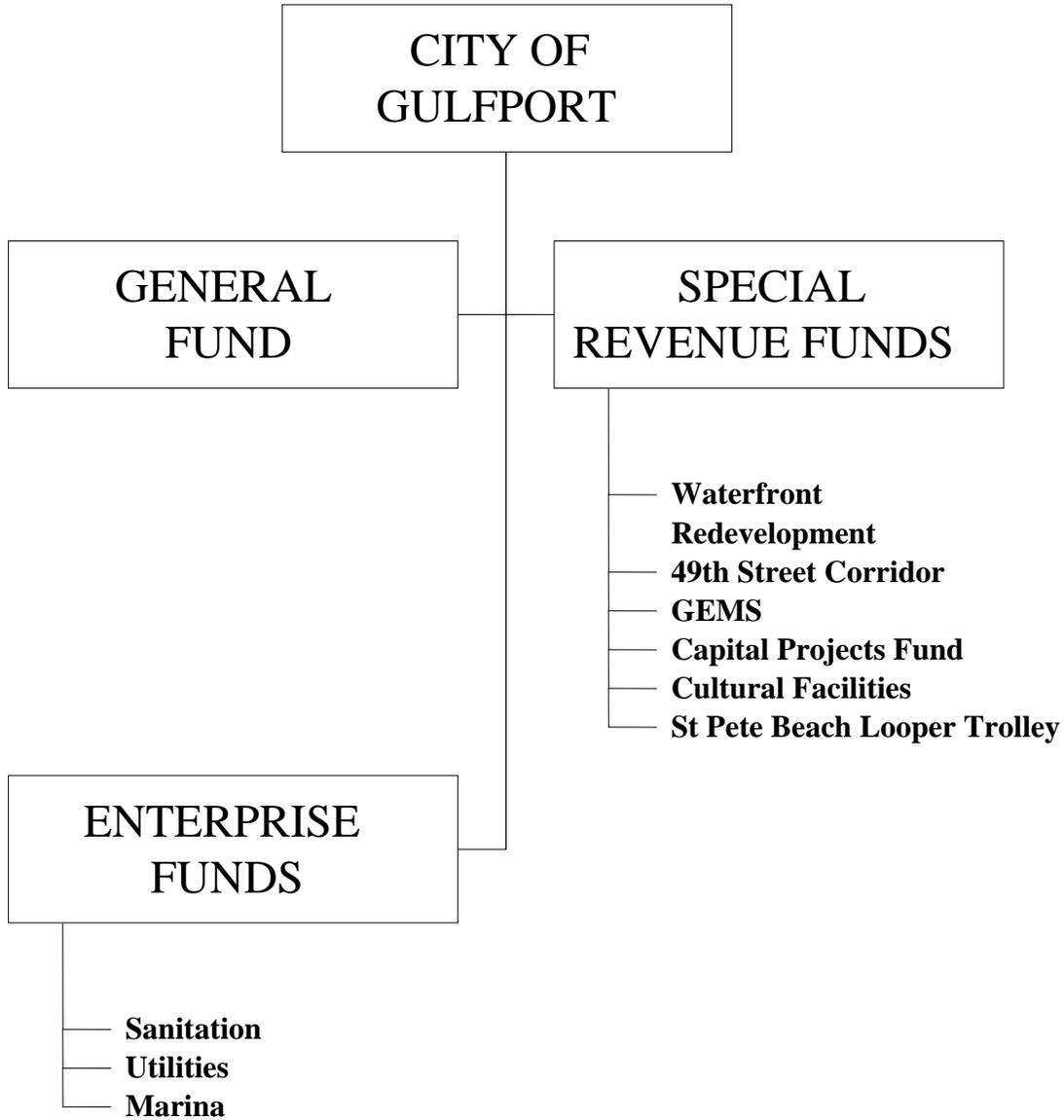
- Maintain the overall quality of life for residents.
- Maintain the quality and variety of services provided.
- Meet current infrastructure maintenance needs before acquiring or building additional infrastructure.
- Review operating surpluses or losses in enterprise funds to identify the sufficiency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

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

Capital Improvement Program:

- A Five-Year Capital Improvement Program will be developed annually to analyze all anticipated capital expenditures by year 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.

FUND STRUCTURE



Fund Analysis

To meet major community priorities, the approved budget for FY 2010-11 is \$22,537,020 million compared to \$24,535,751 million for FY 2009-10, a decrease of \$1,998,731 (8.1%), and includes:

Significant Overall Budget Adjustments

- Salary freeze of all non-bargaining unit employees.
- \$230,798 (2.8%) reduction to operating costs citywide for all funds and activities.
- \$461,070 (4.8%) reduction to personnel costs citywide for all funds and activities.
- Reduction of \$18,904 (2.8%) in total employee health insurance costs citywide
- Increased Pension contributions to all three (3) City sponsored funds as predicated by market performance - with the exception of management staff, which will remain at 12%.

	<u>2010</u>	<u>2011</u>
• General	13.0	15.9
• Police	13.0	15.5
• Fire	5.7	7.2
- \$12,000 increase in rental revenues from cell tower from additional height/capacity of tower.
- No projected increase in cost or appropriations for the City's General Insurances including:
 - Property
 - Worker's Compensation
 - Automobile
 - Liability
- No projected increase in cost or appropriation for fuel Citywide.
- No projected increase in cost or appropriations for electric and utility expenses Citywide.
- Continued hiring freeze of general fund positions; requiring that all vacancies be reviewed with the City Manager prior to any replacement action being taken. Each position will be reviewed on a mission critical basis for determining whether or not to fill and the vacancy's effect on meeting service levels. Positions eliminated this year include the following:
 - Leisure Services Director
 - Administrative Assistant
 - Building Inspector
 - Fire Captain
 - Permit Technician
- Proposed implementation of Red Light Camera program including \$220,000 additional fine revenue.
- Elimination of "Task Time" in Sanitation Division.

Highlights of the General Fund Budget:

A General Fund budget of \$9,883,572 was adopted to fund core city services. This represents a \$671,342 (6.3%) budget reduction from 2009-10.

Fiscal Year 2011 Revenues:

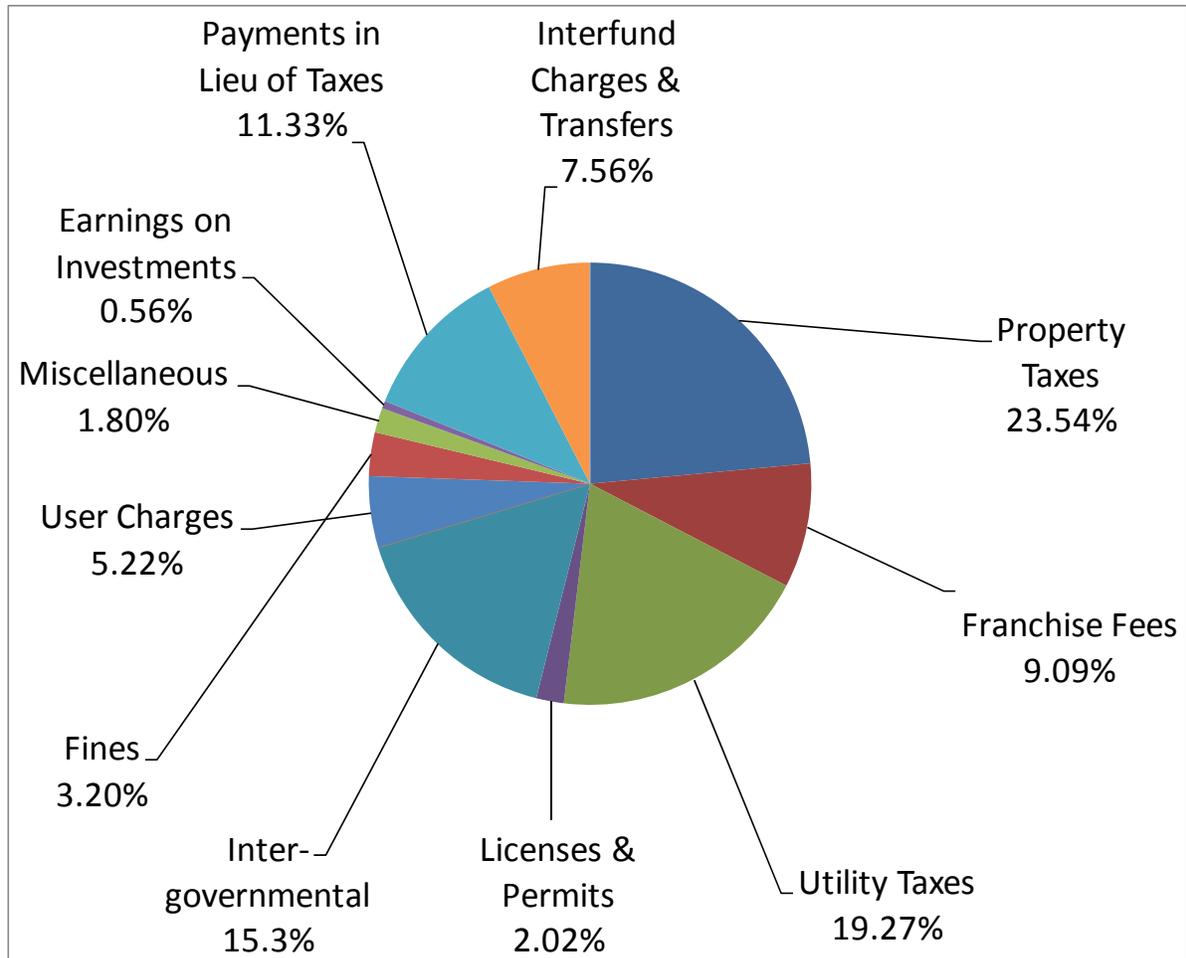
- FY 2011 property tax revenues have decreased 9.5%, or \$243,635 due to the decreases in taxable values.
- \$748,177 - Administrative Overhead payment to General Fund representing 10% of recurring revenues of Enterprise Fund for indirect costs from:
 - Utilities: \$404,396
 - Sanitation: \$178,487
 - Marina: \$165,294
- Reinststitute Utility (Water & Sewer) PILOT fund transfers to the General Fund in the amount of \$539,463 to offset diminished recurring revenues.
- Sanitation Fund PILOT to General Fund in the amount of \$127,727.
- Marina Fund PILOT to General Fund in the amount of \$454,953.
- Due to the economic climate, the Half-Cent Sales Tax, State Revenue Sharing and other related revenues are projected to increase only 1% in Fiscal 2011.
- \$33,054 decrease in Pinellas County Library Cooperative funding due to an estimated 12% reduction in county wide property values.
- Estimated decrease of \$106,312 in Building Department revenues due to the continued decline in projected building licenses and permits in conjunction with continued recession and housing declines.
- Due to the market performance of the City sponsored General Employee Defined Benefit Pension Plan; it is proposed to utilize the Plan's stabilization reserve fund in the amount of \$152,117; from the stabilization fund balance of \$408,227.

When combined with property tax decreases, the total impact to the present revenue streams amount to a .9% or \$74,900 decrease in total General Fund revenue. The chart on the next page details the revenue sources and amounts for the General Fund for FY 2011 compared to the prior FY 2010. The pie chart that follows details the sources of General Fund revenue by percentage for FY 2011.

REVENUE INCREASE/DECREASE – GENERAL FUND
Comparison of FY 2011 Budget with FY 2010 Budget

SOURCES/USES	BUDGET FY 2010	BUDGET FY 2011	CHANGE
REVENUES/SOURCES			
Property Taxes	2,573,923	2,330,288	-9.5%
Franchise Fees	874,500	900,054	2.9%
Utility Taxes	1,881,307	1,907,536	1.4%
Licenses & Permits	306,312	200,000	-34.7%
Intergovernmental	1,630,473	1,624,524	-0.4%
Impact Fees	-	-	0.0%
User Charges	494,818	517,021	4.5%
Fines	86,849	316,849	264.8%
Miscellaneous	164,687	178,378	8.3%
Earnings on Investments	91,881	55,200	-39.9%
Payments in Lieu of Taxes	600,000	1,122,143	87.0%
Interfund Charges & Transfers	831,222	748,177	-10.0%
Fund Balance Reserves	1,018,942	-	-100.0%
TOTAL	10,554,914	9,900,170	-6.2%
Less Interfund Chges/Transfers/Res	(2,450,164)	(1,870,320)	-23.7%
ADJUSTED TOTAL	8,104,750	8,029,850	-0.9%

FY 2011 REVENUES BY TYPE – GENERAL FUND

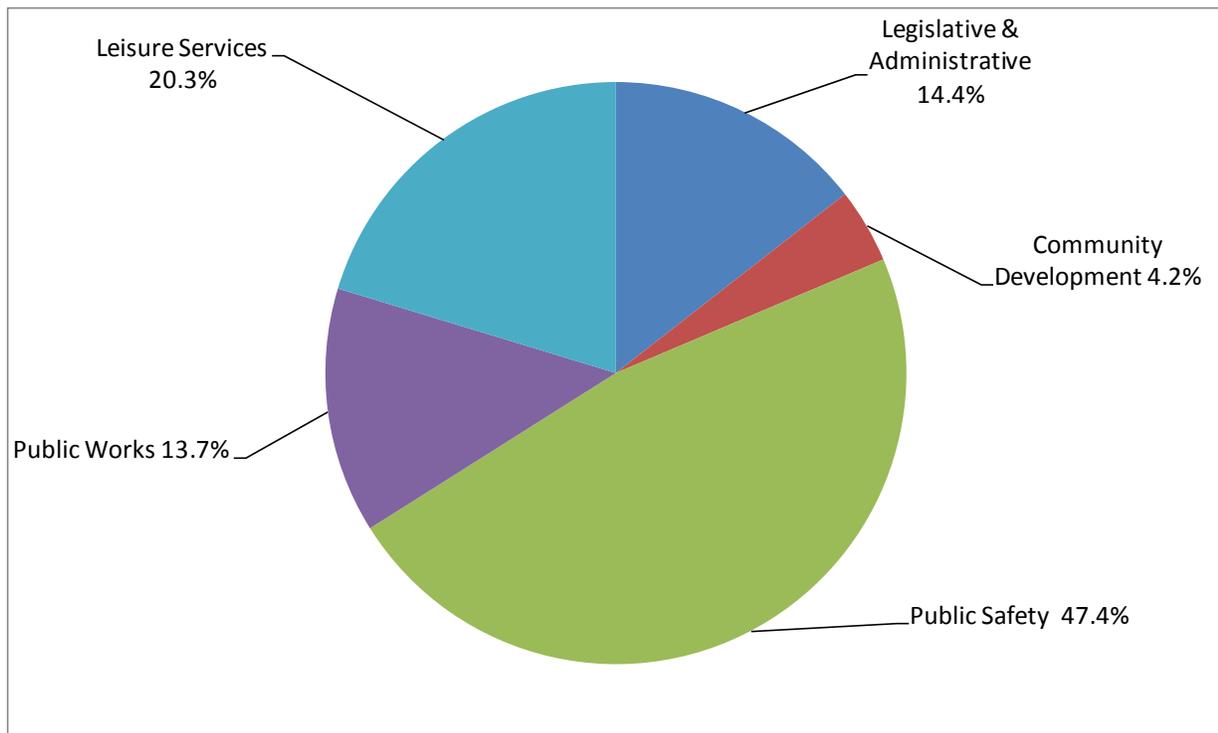


Fiscal Year 2011 Expenditures:

- Employee Compensation provides for the following as provided for within the final year of the City's previously approved Collective Bargaining Agreements and existing General Employees Pay Plan.
- IAFF Contract (Firefighters Union) annual compensation enhancements and benefits, final year of three (3) year contract:
 - A Merit increase of 2.5/3.5% increase based on seniority.
 - A COLA of 3%
 - A "Longevity Bonus" (1-4% based on tenure).
- FOP (Police Union) annual compensation enhancements and benefits: *(Presently in negotiations)*.
- Salary freeze of all non-bargaining unit General Fund employees.

- \$25,357 reduction in Legal Cost appropriations based on estimated costs of contracting with Salzman firm on an hourly basis vs. Contractual attorney with retainer as previously budgeted.
- \$60,000 Reduction in Public Safety (Police/Fire) overtime budgets.
- Positions reconfigured or reclassified to provide services at a reduced cost.
 - Replacement of fulltime Librarian position with 30 hours of part-time Library Services.
 - Replacement of Public Works Crew Leader with Maintenance Worker II - a lower level/cost position.

FY 2011 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 slow to recover economy that has been in recession for several years, has required that estimates for FY 2011 remain at the same projections or amounts as budgeted for FY 2010.

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

• Police Vehicles (1)	\$ 24,500
• Fire Station Radio Decoder Replacement	16,000
• City Hall/Police Complex Roof Replacement	333,500
• General Building Facility Improvements	50,000
• Sidewalks	20,000
• Street Resurfacing/Brick Restoration	150,000
• Grant – Relocation of Police Station to 49 th Street	2,750,000
• City Hall/Police Complex HVAC Replacement	100,000
• Beach Pavilion #6 Replacement	<u>50,000</u>
Total:	\$3,494,000

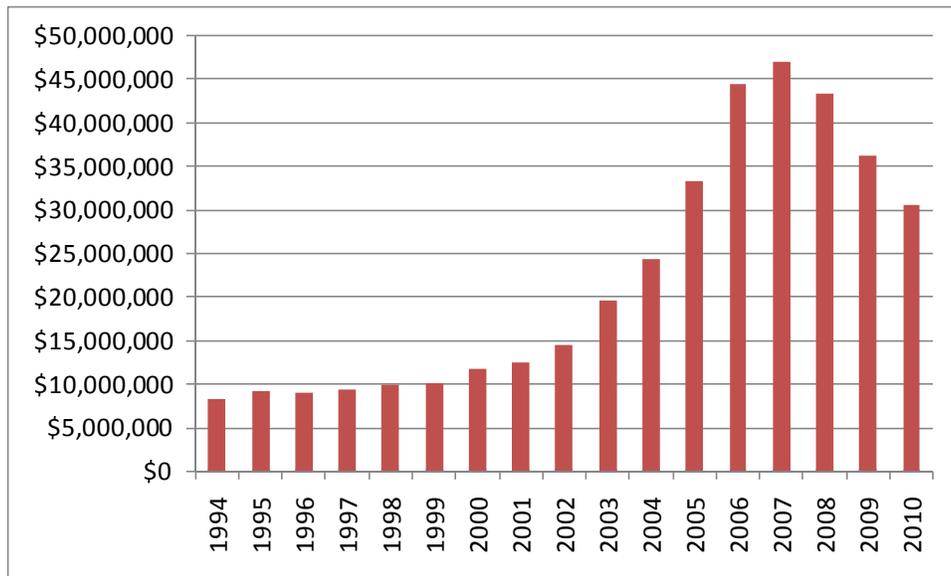
The Waterfront Redevelopment District:

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. This fund continues to experience reductions to overall recurring revenues as a result of declines in real estate values within the redevelopment district. For FY 2011 assessed values have been certified 15.2% below previous FY 2010 levels and have declined a total of 35.8% since FY 2008. The graph below

illustrates the change in property values within the Waterfront Redevelopment District from Tax Year 1994 to present Tax Year 2010.



The large majority of the Waterfront Redevelopment District projected FY 2010 remaining fund balance reserves of \$104,009 is appropriated in FY 2011 to account for redevelopment district fund activities including personnel costs associated with the Community Development Director, Principal Planner and Planner and special event costs for community events scheduled within the district. Twenty-five percent of the personnel costs associated with the Community Development Director and Planner are assigned to this fund. 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. Finally, operating expenses associated with the St. Petersburg Beach Looper Trolley program are reliant upon an \$82,251 transfer from the Waterfront Redevelopment District Fund in FY 2011.

Capital expenditures for FY 2011 include a new entry sign in Clymer Park at Gulfport Blvd. budgeted in the amount of \$9,000 for FY 2011. In addition \$25,000 of redevelopment district funding is budgeted towards the design and planning expenses associated with a parking improvement project on Shore Blvd and 54th street.

The St. Pete Beach Looper Trolley:

FY 2011 represents the third year for the St. Pete Beach to Gulfport looper trolley program and the final year of a three year 50/50 grant agreement with the Florida Department of Transportation (FDOT) and the Pinellas County Sun Coast Transit Authority (PSTA). Under this plan a looper trolley runs between the heart of the Waterfront District and Corey Avenue in St. Pete Beach and point's 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 City's 50% grant portion of funding for the St. Pete Beach to Gulfport looper trolley program comes entirely from the revenues generated within the Waterfront Redevelopment District.

Having a separate special revenue fund designation for the activities of the loopier trolley program assists with the accounting and reporting requirements mandated by FDOT and PSTA.

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.

Twenty-five percent of the personnel costs associated with the Community Development Director, Principal Planner and Planner are assigned to this fund. Other operating expenditures or activities within the district for FY 2011 are minimal and include special district fees charged by the State of Florida and holiday lighting displays. Grant funding in the amount of \$78,000 from the Florida Department of Transportation (FDOT) is appropriated for the costs associated with the construction of bridges at the linear park on the Tangerine Greenway.

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. In FY 2011 the City expects to receive a grant from the Florida Department of Transportation (FDOT) to replace a passenger sedan.

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 \$97,720 going into FY 2011 thus allowing for a much lower than normal general fund subsidy totaling \$51,887. 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 and vehicles used for transportation.

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 and community 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. Again in FY 2011 as started last FY the Casino will be closed on Mondays in an effort to reduce staffing costs and facility overhead.

A transfer or contribution of \$50,000 from the General Fund is required for FY 2011 to support projected operating revenue shortfalls. Cultural Facilities Fund activity operating revenues and expenditures have been reduced for FY 2011 in an effort to adjust the budget appropriations to previous year's actual levels. No capital expenditures are budgeted or planned within the Cultural Facilities Fund for FY 2011.

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' 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 2011. 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 2011 budget increases the Sanitation Fund PILOT to General Fund by \$27,727 or 27.7%. The budgeted capital expenses proposed for the year include the replacement of a side loader garbage truck at a cost of \$225,000 and the replacement of a pick-up truck for \$18,000.

The FY 2011 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 19% 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.

For FY 2011 this fund continues to remain 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 “Payment-in-Lieu-of-Taxes” assessed on recurring revenues in FY ’08 and continued in FY ’09 has been reinstated for FY 2011. A total of \$539,463 in Utility (Water & Sewer) PILOT fund transfers to the General Fund has been approved for FY 2011. Ending fund balance reserves are projected to be \$294,270 reflecting the continued recurring annual transfers or subsidies to the General Fund that were reinstated in FY 2008. 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. 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.

Significant renewal and replacement work has been identified on sewer and water lines. In the past the Environmental Protection Agency (EPA) has found the City in violation of wastewater treatment standards and requires 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 has exceeded its service life.

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. These funds come from the local option sales tax, which due to the recession, has seen collections reduced over the past few years. For FY 2011 this transfer has been discontinued as Capital Project Fund revenues have been redirected towards the replacement of a roof and HVAC system at the City

Hall/Police complex. The City continues to explore alternative funding sources for the cost of replacement of sewer and water pipes. The State of Florida revolving loan fund is being investigated as a funding source for future year infrastructure replacement. Any funds received through the State revolving loan fund will require a recurring revenue source for the repayment of loan principal and interest. Repayment of a revolving loan would possibly require a rate increase or future local option sales tax revenues would have to be allocated towards the repayment of loan amounts.

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 2011 budget continues the use of a "Payment-in-Lieu-of-Taxes" (PILOT) to assist the General Fund. A decrease in the Marina Fund PILOT to General Fund of \$45,047 or 9% has been approved for FY 2011. Occupancy rates have continued to decline in the marina as a result of the continued economic downturn. Future increases in vacancies in the marina may hinder the fund's ability to provide the budgeted level of transfer or subsidy to the General Fund. Fuel sales along with increased store sales have helped offset a portion of lost revenues from slip vacancies. Only the repair and replacement of seawalls that are in need of repair have been budgeted as capital improvements for FY 2011. All other capital projects planned within the marina including the construction of a mooring field and the reconfiguration of the dry slip storage area have been extended to later fiscal years.

FY 2011 FUND ANALYSIS
General Fund

Beginning Fund Balance **\$4,432,105**

Funding Sources:

Estimated Revenues	\$8,029,851
Transfers from Other Funds	
- Marina PILOT	\$454,953
- Sanitation PILOT	\$127,727
- Utilities PILOT	\$539,463
- Enterprise Funds 10% Admin Overhead	\$748,177

Total - All Funding Sources \$9,900,171

Appropriations:

Police Services	\$3,483,117
Fire & EMS Services	\$1,177,532
Council and Clerk	\$279,966
Legal	\$97,500
City Manager	\$210,394
Administrative Services/Personnel	\$508,178
Information Technology	\$323,353
Community Development	\$407,829
Leisure Services	\$1,994,396
Public Works	\$1,343,803
Transfer to Other Funds	
- Cultural Facilities Subsidy	\$50,000
- GEMS Subsidy	\$51,887
- 49th Street Subsidy	\$30,000
- WRD Subsidy	\$25,000
Gen Emp Pension Plan Reserve	-\$99,383

Total Appropriations \$9,883,572

Ending Fund Balance **\$4,448,704**

FY 2011 FUND ANALYSIS
Waterfront Redevelopment Fund

Beginning Fund Balance **\$104,009**

Funding Sources:

Estimated Revenue	\$177,887	
Transfer from Capital Projects Fund	\$25,000	
Total - All Funding Sources		<u><u>\$202,887</u></u>

Appropriations:

Expenditures	\$225,861	
Transfers to SPB Looper Trolley	\$82,251	
<i>Gen Emp Pension Plan Reserve</i>	-\$1,692	
Total Appropriations		<u><u>\$306,420</u></u>

Ending Fund Balance **\$476**

FY 2011 FUND ANALYSIS
SPB LOOPER TROLLEY FUND

Beginning Fund Balance		<u><u>\$0</u></u>
Funding Sources:		
Estimated Revenue	\$94,142	
Transfer from WRD	\$82,251	
Total - All Funding Sources		<u><u>\$176,393</u></u>
Appropriations:		
Expenditures	\$176,393	
Total Appropriations		<u><u>\$176,393</u></u>
Ending Fund Balance		<u><u>\$0</u></u>

FY 2011 FUND ANALYSIS
49th Street Corridor Fund

Beginning Fund Balance		<u><u>\$48,655</u></u>
Funding Sources:		
Estimated Revenue	\$78,000	
Transfer from General Fund	\$30,000	
Total - All Funding Sources		<u><u>\$108,000</u></u>
Appropriations:		
Expenditures	\$153,676	
<i>Gen Emp Pension Plan Reserve</i>	-\$1,692	
Total Appropriations		<u><u>\$151,984</u></u>
Ending Fund Balance		<u><u>\$4,671</u></u>

FY 2011 FUND ANALYSIS
GEMS Fund

Beginning Fund Balance		<u><u>\$97,720</u></u>
Funding Sources:		
Estimated Revenue	\$18,750	
Transfers from General Fund	\$51,887	
Total - All Funding Sources		<u><u>\$70,637</u></u>
Appropriations:		
Expenditures	\$168,357	
<i>Gen Emp Pension Plan Reserve</i>	-\$574	
Total Appropriations		<u><u>\$167,783</u></u>
Ending Fund Balance		<u><u>\$574</u></u>

FY 2011 FUND ANALYSIS
Cultural Facilities Fund

Beginning Fund Balance		<u><u>\$13,941</u></u>
Funding Sources:		
Estimated Revenue	\$363,469	
Transfer from General Fund	\$50,000	
Total - All Funding Sources		<u><u>\$413,469</u></u>
Appropriations:		
Expenditures	\$410,978	
<i>Gen Emp Pension Plan Reserve</i>	-\$1,988	
Total Appropriations		<u><u>\$408,990</u></u>
Ending Fund Balance		<u><u>\$18,420</u></u>

FY 2011 FUND ANALYSIS
Capital Projects Fund

Beginning Fund Balance		<u><u>\$400,167</u></u>
Funding Sources:		
Estimated Revenue	\$3,822,338	
Total - All Funding Sources		<u><u>\$3,822,338</u></u>
Appropriations:		
Capital Projects	\$3,494,000	
Transfers to Waterfront Redevelopment Fun	\$25,000	
Total Appropriations		<u><u>\$3,519,000</u></u>
Ending Fund Balance		<u><u>\$703,505</u></u>

FY 2011 FUND ANALYSIS
Sanitation Fund

Beginning Fund Balance		<u><u>\$251,105</u></u>
Funding Sources:		
Estimated Revenue	\$1,784,870	
Total - All Funding Sources		<u><u>\$1,784,870</u></u>
Appropriations:		
Expenditures	\$1,710,615	
Transfer to General Fund		
- 10% Administrative Overhead	\$178,487	
- PILOT Transfer	\$127,727	
<i>Gen Emp Pension Plan Reserve</i>	-\$23,467	
Total Appropriations		<u><u>\$1,993,362</u></u>
Ending Fund Balance		<u><u>\$42,613</u></u>

FY 2011 FUND ANALYSIS
Utilities Fund

Beginning Fund Balance		<u><u>\$508,899</u></u>
Funding Sources:		
Estimated Revenue	\$4,043,955	
Fund Balance Reserves/Transfers	<u> \$0</u>	
Total - All Funding Sources		<u><u>\$4,043,955</u></u>
Appropriations:		
Expenditures	\$3,332,929	
Transfer to General Fund		
- 10% Administrative Overhead	\$404,396	
- PILOT Transfer	\$539,463	
<i>Gen Emp Pension Plan Reserve</i>	-\$18,204	
Total Appropriations		<u><u>\$4,258,584</u></u>
 Ending Fund Balance		 <u><u>\$294,270</u></u>

FY 2011 FUND ANALYSIS
Marina Fund

Beginning Fund Balance		<u><u>\$136,049</u></u>
Funding Sources:		
Estimated Revenue	\$1,652,944	
Total - All Funding Sources		<u><u>\$1,652,944</u></u>
Appropriations:		
Expenditures	\$975,472	
Transfer to General Fund		
- 10% Administrative Overhead	\$165,294	
- PILOT Transfer	\$454,953	
<i>Gen Emp Pension Plan Reserve</i>	-\$5,115	
Total Appropriations		<u><u>\$1,590,604</u></u>
Ending Fund Balance		<u><u>\$198,389</u></u>

City of Gulfport
Revenue Worksheet

FY 2011 GENERAL FUND REVENUE

<u>Account #</u>	<u>Description</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Actual</u>	<u>FY 2009 Actual</u>	<u>Budget 2010</u>	<u>Budget 2011</u>	<u>% of FY 11 Budget</u>
001-311.10	Current Property Taxes	3,166,975	3,416,991	3,133,851	2,893,262	2,573,923	2,330,288	23.54%
001-311.20	Prior Yr. Property Tax	4,375	7,122	15,381	0	0	0	
TOTAL - Ad Valorem		3,171,350	3,424,113	3,149,232	2,893,262	2,573,923	2,330,288	23.54%
001-312.40	Local Option Fuel Tax	126,309	112,549	166,453	166,215	162,400	162,400	1.64%
001-313.10	Electricity	716,025	710,175	706,680	766,603	862,500	888,054	8.97%
001-313.20	Telephone (*)	0	0	0	0	0	0	
001-313.40	Gas	14,602	10,985	13,552	6,863	12,000	12,000	0.12%
001-313.50	Cable TV (*)	0	0	0	0	0	0	
TOTAL - Franchise Fees		730,627	721,160	720,232	773,466	874,500	900,054	9.09%
001-314.10	Electricity	743,774	722,653	747,417	767,047	874,293	900,522	9.10%
001-314.20	Telephone(*)	0	0	0	0	0	0	
001-314.30	Utility Tax/Water	194,967	203,014	180,179	181,321	219,433	219,433	2.22%
001-314.01	Reclaimed Water (St. Pete)	2,439	2,623	2,961	2,794	3,000	3,000	0.03%
001-314.40	Natural Gas	13,575	15,527	10,676	18,095	16,310	16,310	0.16%
001-314.70	Fuel Oil	0	0	0	0	0	0	
001-314.80	Propane	16,059	15,100	19,774	22,141	18,000	18,000	0.18%
001-315.20	Telephone/Cable	554,615	576,288	552,968	604,513	587,871	587,871	5.94%
TOTAL - Utility Taxes		1,525,429	1,535,205	1,513,975	1,595,911	1,718,907	1,745,136	17.63%
LICENSES & PERMITS								
001-321.10	Occupational Licenses	57,322	57,189	90,220	49,493	58,108	60,000	0.61%
001-322.10	Building Permits	191,345	104,745	119,358	70,532	175,972	117,500	1.19%
001-322.11	Electrical Permits	15,949	12,949	10,673	10,724	54,681	15,000	0.15%
001-322.12	Gas Permits	1,317	888	1,404	1,787	0	0	
001-322.13	Plumbing Permits	11,068	6,692	7,240	5,366	0	0	
001-322.14	Mechanical Permits	14,528	11,864	25,805	15,016	0	0	
001-329.00	Other Permits, Fees		70	5,687	27,812		0	
001-329.10	Tree Bank Account	400	1,750	15,950	0	0	0	
001-329.20	Zoning Fees	14,505	7,790	8,125	5,967	17,551	7,500	0.08%
TOTAL - Licences & Permits		306,434	203,937	284,462	186,697	306,312	200,000	2.02%
001-331.21	Dept. of Justice Vest Grt	10,500	1,488	0	1,143	1,200	1,200	0.01%
001-331.22	Local Law Enforcement Grt	0	4,335	7,916	0	16,000	16,000	0.16%
001-331.22.01	LLEBG-Windtalkers	0	0	0	0	0	0	
001-331.23	Fire Grants	0	0	0	0	0	0	
001-331.23.01	COPS MORE Grant	0	0	0	0	0	0	
001-331.24	FL Bureau of EMS	0	0	0	0	0	0	
001-331.25	DOJ - CopsMore	34,000	0	0	0	0	0	
001-331-26	Locator Program -NCM	0	0	0	0	0	0	
001-331.56	Miscellaneous Grants	0	0	0	0	0	0	
001-331.62	FEMA Mitigation Grant	0	0	0	0	0	0	
001-331.69	OOA Title III	17,613	27,998	12,013	11,800	12,000	12,000	0.12%
001-331.90	CDBG ADA Grt - Scout Hall	0	0	0	0	0	0	
TOTAL - Federal Grants		62,113	33,821	19,929	12,943	29,200	29,200	0.29%
001-334.21	St. Attorney Victim Adv	17,339	0	0	0	0	0	
001-334.22	Florida Dept. of Law Enforcement	0	0	0	0	0	0	
001-334.23	Fl. Dept. of Transportation	0	0	0	0	0	0	
001-334.24	Share the Road	0	0	0	0	0	0	
001-334-50	Dept of Comm Affairs	0	0	0	1,984	0	0	
TOTAL - State Grants		17,339	0	0	1,984	0	0	0.00%
001-335.11	Cigarette Tax	0	0	0				
001-335.12	State Revenue Sharing	436,191	412,529	354,623	348,758	366,120	369,781	3.74%
001-335.14	Mobile Home Licenses	647	446	385	365	0	0	
001-335.15	Beverage Licenses	9,478	5,552	5,506	5,221	5,998	5,998	0.06%
001-335.18	Local Gov. Half-Cent Sales	754,315	723,283	683,695	618,605	637,821	644,199	6.51%
001-335.20	Firefighters Supp Comp	0	0	0	0	0	0	
TOTAL - State Shared Revenue		1,200,631	1,141,810	1,044,209	972,949	1,009,939	1,019,978	10.30%

<u>Account #</u>	<u>Description</u>	<u>FY 2006</u> <u>Actual</u>	<u>FY 2007</u> <u>Actual</u>	<u>FY 2008</u> <u>Actual</u>	<u>FY 2009</u> <u>Actual</u>	<u>Budget</u> <u>2010</u>	<u>Budget</u> <u>2011</u>	<u>% of FY 11</u> <u>Budget</u>
001-335.41	Fuel Tax Rebate	9,389	9,374	8,923	10,828	8,400	8,400	0.08%
001-337.20	Emergency Medical Service	528,560	552,346	568,862	593,380	382,934	400,000	4.04%
001-337.22	ALS First Responder Agrmt	900	1,200	1,200	2,400	0	0	
001-337.67	Youth As Resources - Pinellas C.	0	0	0	0	0	0	
001-337.7701	Pinellas Cnty intergenerational	0	2,400	2,103	0	0	0	
001-337.7702	Family Involvement	804	0	0	0	0	0	
TOTAL - Local Shared Revenue		539,653	565,320	581,088	606,608	391,334	408,400	4.13%
001-338.10	PPLC	213,311	243,440	231,543	208,088	200,000	166,946	1.69%
001-342.10	Police Services	17,341	10,147	76,421	61,526	75,000	98,428	0.99%
001-342.20	Fire Inspections	1,495	7,363	13,290	10,716	10,000	10,000	0.10%
001-341.20	Internal Service Charges	208,299	209,285	237,465	384,023	218,118	216,893	2.19%
001-343.70	Revenue Write-off	0	0	0	0	0	0	
001-346.90	Multipurpose Center	4,027	10,114	3,392	4,506	5,500	5,500	0.06%
001-346.90.01	Neighborly Senior Srv	10,042	9,944	10,192	10,144	9,400	9,400	0.09%
001-347.21	Recreation Activity Fees	129,049	114,563	101,379	119,797	125,000	125,000	1.26%
001-347.21.01	Spirngfest - Auto Show	3,375	0	0	0	0	0	
001-347.21.02	Recreation Non-Resident Fee	25,652	32,837	28,378	17,118	32,000	32,000	0.32%
001-347.21.03	Skate Park Stickers	550	406	190	175	1,500	1,500	0.02%
001-347.21.06	July 4th Vendors	320						0.00%
001-347.29	Hoyt Field	578	478	644	1,285	2,500	2,500	0.03%
001-349.10	Collection Charges	9,116	10,313	9,506	13,830	10,000	10,000	0.10%
001-349.20	Beach Parking	0	0	0	240	0	0	
001-349.30	Street Signs	0	0	0	0	0	0	
001-349.40	Title Search Fees	6,910	4,620	5,590	4,820	5,000	5,000	0.05%
001-349.50	Union Adm. Fees	550	735	690	690	800	800	0.01%
TOTAL - Charges for Services		417,304	410,805	487,137	628,870	494,818	517,021	5.22%
001-351.10	Court Fines	61,598	54,643	52,955	58,453	63,649	63,649	0.64%
001-351.20	Confiscated Property	17,216	53	1,827	6,084	0	0	
001-351.30	Police Education	2,397	2,712	2,800	3,179	3,200	3,200	0.03%
001-352.00	Library Fines and Fees	10,881	10,391	8,403	10,719	10,000	10,000	0.10%
001-359.00	Forfeiture Distributions	(59,745)	505	2,000	0	0	0	
001-354.10	Violations of Local Ordin	43,060	12,608	17,581	33,653	10,000	240,000	2.42%
TOTAL - Fines & Forfeitures		75,407	80,912	85,566	112,088	86,849	316,849	3.20%
001-361.10	Investments	117,958	135,390	55,982	37,803	41,881	50,000	0.51%
001-361.11	State Board of Admin.	56,618	68,289	10,546	53	0	0	
001-361.12	BOA Money Market			52,778		20,000	0	
001-361.30	Inc.Decr in FMV Invest	13,423	42,267	58,070	(8,484)	0	0	
001-361.32	Tax Collector	8,391	10,363	5,402	888	5,000	5,000	0.05%
001-361.39	Other Interest on Demand	30,434	38,807	44,710	152	25,000	200	0.00%
001-361.40	Code Violations Interest	7,916	1,377	2,214	3,503	0	0	
TOTAL - Investment Earnings		234,740	296,493	229,702	33,915	91,881	55,200	0.56%
001-362.10	Rental Properties - Tower	38,467	39,746	41,059	42,427	42,291	55,982	0.57%
001-362.17	Rental Properties - Boca Ciega	0	8,260	2,947	0	0	0	
001-362.20	Recreation Center	3,214	2,604	3,836	2,580	2,000	2,000	0.02%
001-362.30	Gulfport Yacht Club	20,000	22,500	22,500	22,500	22,500	22,500	0.23%
001-362.40	Scout Hall - Community Players	0	0	0	0	0	0	
001-362.50	Senior Center	0	0	0	0	1,000	1,000	0.01%
001-362.70	Field Rentals	5,185	4,310	1,000	2,000	4,000	4,000	0.04%
001-362.60	City Trolley	0	0	0	0	1,000	1,000	0.01%
TOTAL - Rents & Royalties		66,866	77,420	71,342	69,507	72,791	86,482	0.87%
001-363.24	Impact Fees	0	0		0		0	0.00%
001-364.41	Surplus Equipment	6,598	37,427	55,609	17,567	40,000	40,000	0.40%
001-364.42	Insurance Proceeds	26,923	14,949	5,766	7,553	0	0	
001-365.10	Scrap	2,927	1,090	2,274	819	0	0	
001-365.11	Marina Salvage - Employee Recog		531	663	36			
TOTAL - Fixed Asset Sales		36,448	53,997	64,312	25,975	40,000	40,000	0.40%
001-366.45	Recreation	10,005	9,224	10,459	8,897	10,000	10,000	0.10%
001-366.46	Donations/Library	1,935	571	601	3,852	1,500	1,500	0.02%
001-366.47	Donations/PUB	1,640	1,147					
001-366.50	Fire Dept.	0	1,000	0	1,584	1,500	1,500	0.02%
001-366.51	Contributions CERT			1,404	395			

<u>Account #</u>	<u>Description</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Actual</u>	<u>FY 2009 Actual</u>	<u>Budget 2010</u>	<u>Budget 2011</u>	<u>% of FY 11 Budget</u>
001-366.52	Rec/Donations/School			800	338			
001-366.53	Phillips Donations				100			
001-366.60	PD Comm Resource Sp Event	(397)	694	191	1,090	1,500	1,500	0.02%
001-366.62	PD Contribution - WAL	1,000	2,250					
001-366.70	Theater	0	0	0	0			
001-366.90	Contributions	1,079	798	6,769	1,042	2,500	2,500	0.03%
001-366.97	Senior Center	4,224	7,712	8,897	2,950	9,896	9,896	0.10%
001-367.00	Gain/Loss Sale of Invest	0	0	0	0	0		
001-369.20	Transfer from Library Res	0	0	0	0	0		
001-369.30	Refund of Prior Year	6,612	1,428	3,822	0	0		
001-369.40	Vending Machine Sales	5,716	4,950	3,705	1,475	5,000	5,000	0.05%
001-369.40.01	ICEE Revenue		1,443	239	466			
001-369.90	Other Misc. Rev.	6,155	5,431	11,631	6,152	20,000	20,000	0.20%
001-369.9001	Attorney Fees Recovered	0	0	0	15,325	0		
001-369.90.02	Election Fees	144	576	0	504	0		
001-369.90.03	Police Explorers	271	60	370	55	0		
001-369.90.04	Fire Explorers	2,500	1,200	1,200	0	0		
001-369.91	Police/Fire Training Rem	1,291	43	0	0	0		
TOTAL - Contributions		42,175	38,527	50,088	44,225	51,896	51,896	0.52%
001-381.40	Sanitation	176,440	180,319	183,370	186,688	181,532	178,487	1.80%
001-381.41	Water & Sewer	372,696	407,282	436,742	426,514	404,396	404,396	4.08%
001-381.42	49th Street					80,000	0	
001-381.43	Cultural Activities	30,974	36,158	0	0	0	0	
001-381.44	GEMS	0	0	0	0	0	0	
001-381.46	Marina	126,302	129,538	155,363	174,518	165,294	165,294	1.67%
TOTAL - Administrative Overhead		706,412	753,297	775,475	787,720	831,222	748,177	7.56%
001-382.10	Sanitation	0	0	136,402	139,491	100,000	127,727	1.29%
001-382.20	Water & Sewer	0	0	317,688	759,137	0	539,463	5.45%
001-382.30	Marina	119,750	107,311	263,433	382,097	500,000	454,953	4.60%
001-382.40	Cultural Activities	0	0					
001-382.50	GEMS	0	0					
TOTAL - Contributions/PILOT		119,750	107,311	717,523	1,280,725	600,000	1,122,143	11.33%
001-389-01	Appropriated Surplus	1,461,056	1,034,980	11,624	0	1,018,942		0.00%
General Fund Totals		11,053,354	10,835,097	10,203,892	10,401,148	10,554,914	9,900,171	100.00%

**City of Gulfport
Revenue Worksheet**

FY 2011 SPECIAL REVENUE FUND REVENUES

WATERFRONT REDEVELOPMENT FUND		FY 2006	FY 2007	FY 2008	FY 2009	Budget	Budget	% of FY 11
Account #	Description	Actual	Actual	Actual	Actual	2010	2011	Budget
120-311.10	Property Taxes County	101,769	187,232	178,520	161,569	132,512	103,848	33.89%
120-311.11	Property Taxes City	145,340	132,466	122,678	115,946	91,838	74,039	24.16%
120-331.56	Community Devel Blk Grant	0	0	0				
120-331.58	Preservation Grant	0	0	0				
120-331.59	Coastal Management Grant	0	0	0				
120-331.60	Fla. Fish and Wildlife	0	0	0				
120-334.39	FDOT Grant				45,770			
120-344.91	Trolley Fares				10,077			
120-349.30	Street Signs	0	200	0				
120-361.10	Investments	0	0					
120-361.39	Interest on Demand	6,057	6,791	1,989	121			
120-366.90	Contributions	0	0	0	105			
120-369.90	Other Misc. Rev.	0	0	524	2,102			
130-381.10	From General Fund						25,000	8.16%
120-381.30	From Capital Project Fund	0	0	0				
120-381.40	From Sanitation	0	0	0				
120-381-43	From Cultural Facilities					100,000	0	
120-389.01	Appropriated Surplus						103,533	33.79%
120-389.06	Trans from Tree Bank							
120-389.02	Transportation Impact	0	0	0				
Waterfront Redevelopment Totals		253,166	326,689	303,711	335,690	324,350	306,420	100.00%
ST PETE BEACH LOOPER FUND								
125-334.49	FDOT Grant					70,000	82,251	46.63%
125-344.91	Trolley Fares					11,591	11,591	6.57%
125-349.30	Street Signs							
125-361.10	Investments					2,000		
125-361.39	Interest on Demand							
125-366.96	Commissions PSTA GO Cards					300	300	0.17%
125-369.90	Other Misc. Rev.					0		
125-381-11	From WRD					57,643	82,251	46.63%
125-381.30	From Capital Project Fund							
125-381.40	From Sanitation							
125-389.06	Trans from Tree Bank							
125-389.02	Transportation Impact							
St Pete Beach Looper Fund Totals		0	0	0	0	141,534	176,393	100.00%
49TH STREET REVEVELOPMENT FUND								
130-331.56	Community Devel Blk Grant	0	0	300,000	0	0		
130-331.74	SWFWMD	0	0	0	0			
130-331.4902	TEA 21 Grant Pinellas County	0	0	0	0			
130-334.3902	TMDL Grant	0	0	0	0			
130-334.3903	Fl. Dept. of Transportation	0	0	0	0		78,000	51.32%
130-334.75	FRDAP	0	0	0	0	250,000		
130-334.76	Fl. Dept. Environ. Protection	0	0	0	0			
130-361.39	Interest on Demand	16	2,184	4,871	441			
130-364.42	Insurance Proceeds	0	0		0			
130-369.30	Refund Prior Year	0	0	0	0			
130-381.10	From General Fund	149,000	113,000	80,000	95,000	52,420	30,000	19.74%
130-381.30	From Capital Projects	50,000	200,000	230,017	50,000	0		
130-389.01	Appropriated Surplus						43,984	28.94%
49th Str. Redevelopment Totals		199,016	315,184	614,888	145,441	302,420	151,984	100.00%
CAPITAL PROJECTS FUND								
300-312.60	Infrastructure Tax	1,316,203	1,202,239	1,134,286	1,047,484	1,071,338	1,071,338	28.03%
	DCA Grant	0	0	0	0			
300-331.39	Federal Grants			198,000		2,750,000	2,750,000	71.95%
300-331.40	ISTEA Grant	0	0	0	0			

CAPITAL PROJECTS FUND		FY 2006	FY 2007	FY 2008	FY 2009	Budget	Budget	% of FY 11
Account #	Description	Actual	Actual	Actual	Actual	2010	2011	Budget
300-331.56	Community Devel. Blk Grant	0	0	0	0			
300-331.75	National Fish & Wildlife	0	0	0	0			
300-331.79	National Tree Plntg Grant	0	0	0	0			
300-334.70	Cultural Facilities Grant	0	0	0	0			
300-334.71	Area Agency on Aging	0	0	0	30,756			
300-334.72	DCA Grant	0	0	0	12,401			
300-334.75	FRDAP	0	0	0	0			
300-334.76	FRDAP - Dog park	50,000						
300-337.41	County Transportation Impact	0	0	0	0			
300-337.71	Pinellas County (school)	0	0	0	0			
300-334.75	FRDAP	0	0	0	0			
300-361.10	Investments	0	0	0	0			
300-361.11	State Board of Admin.	0	0	0	0			
300-361.39	Interest on Demand	46,054	55,795	10,747	733	1,000	1,000	0.03%
300-363.24	Transportation Impact Fees	22,042	14,429	1,038	0	5,000		
300-364.41	Sale of Surplus Equipment	0	0	0	0			
300-366.47	Wood Ibis Park (Contribution)	0	0	0	0			
300-366.90	Contributions	0	0	0	0			
300-369.90	Other Misc. Rev	670	1,325	90	225			
300-381.10	Transfer From General Fd	277,947	0	0	0			
	Transfer From 49th & Utility Fund				0	330,017		
300-389.01	Appropriated Surplus	0		824,735	0			
Capital Projects Fund Totals		1,712,916	1,273,788	1,344,161	1,091,599	4,157,355	3,822,338	100.00%
CULTURAL ACTIVITIES FUND								
160-343.70	Revenue Write-off	0	0	0	0			
160-47.55	Dances	120,060	131,051	136,561	130,450	138,669	138,669	33.54%
160-347.60	Concessions	141,225	124,442	97,305	99,505	163,487	100,000	24.19%
160-347.61	Other Revenue	35	272	120	(105)			
160-347.61.01	Theater		2,563					
160-347.90	Theater Tickets	2	977	124	7			
160-347.91	Theater Concessions	7,527	7,622	3,168	4,961	8,713	5,000	1.21%
160-361.39	Interest on Demand	56	210	709	0			
160-362.11	Casino Rentals	64,781	80,143	67,903	72,754	85,705	75,000	18.14%
160-362.15	Theater Rentals	36,452	27,117	23,569	25,761	44,207	25,000	6.05%
160-362.16	49th Street Bldg		9,551	8,723	14,109		15,000	3.63%
160-362.17	Scout Hall				3,298		3,300	0.80%
160-364.42	Insurance Proceeds	0	0	0	0			
160-366.70	Theater Contributions	0	775	3,158	1,254		1,500	0.36%
160-369.30	Refund of Prior Year		182					
160-369.90	Other Misc. Rev	390	33	258	4			
160-381.10	From General Fund	100,000	0	0	0	215,000	50,000	12.09%
160-381.11	From WRD	0	100,000	100,000	35,000			
160-389.01	Appropriated Surplus	0	0	0	0			
Cultural Activities Totals		470,528	484,938	441,598	386,998	655,781	413,469	100.00%
GEMS								
140-331.69	FDOT Grant	0	0	0	0	56,341		
140-344.90	GEMS Subscriptions	12,596	10,599	10,250	7,050	10,250	10,250	6.11%
140-344.91	GEMS Fares	2,073	2,452	9,077	8,084	2,073	7,500	4.47%
140-364.41	Sale of Surplus	0	0	0	0	2,500		
140-361.39	Interest on Demand		2,721	3,682	205			
140-366.96	Contributions GEMS	805	1,400	5,165	998	805	1,000	0.60%
140-381.10.01	General Fixed Asset	0	0	0	0			
140-381.10	Transfer from General Fund	280,000	140,000	150,000	100,000	50,000	51,887	30.93%
140-389.01	Appropriated Surplus				0		97,146	57.90%
GEMS Totals		295,474	157,172	178,174	116,337	121,969	167,783	100.00%
Library								
150-361.39	Interest on Demand		3,232	2,547	143	0		0.00%
150-366.46	Contributions - LIB		95,069		13,595	0		0.00%
Library Totals			98,301	2,547	13,738	0	0	100.00%
Special Revenue Fund Totals		2,931,100	2,656,072	2,885,079	2,089,803	5,703,409	5,038,387	100.00%

**City of Gulfport
Revenue Worksheet**

FY 2011 ENTERPRISE FUND REVENUES

	<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>	<i>FY 2009</i>	<i>Budget</i>	<i>Budget</i>	<i>% of FY 11</i>
SANITATION FUND	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>2010</u>	<u>2011</u>	<u>Budget</u>
400-334.39.01 Recycling Grant	0	0	0	0			
400-337.90 Recycling reimbursement	6,927	4,420	13,785	9,644			
400-343.41 Refuse Collection	1,592,507	1,579,068	1,511,149	1,523,727	1,622,895	1,622,895	81.41%
400-343.42 Special Trash Collection	(50)	225	653	430	1,000	1,000	0.05%
400-343.42.01 Code Enforcement	12,329	12,975	11,785	6,583	0		
400-343.42.02 P/W Pickup	42,962	50,381	43,514	47,764	0		
400-343.43 Recycling Charges	130,812	130,180	122,212	124,703	160,200	125,000	6.27%
400-343.44 Recycling Sales	28,749	35,968	34,920	19,014	17,500	27,250	1.37%
400-343.45 Revenue Write Off	(5,061)	(10,516)	(11,443)	(21,344)			
400-343.66 Late Charges	6,599	7,964	9,395	12,599	6,725	6,725	0.34%
400-343.70 Revenue Write Misc	0	0	0	0			
400-361.10 Investments	415	379	262	167			
400-361.11 State Board of Admin	13,170	15,884	(439)	12			
400-361.30 Unrealized G/L on Invests	(249)	(1,765)	(5,651)	(2,338)			
400-361.39 Interest on Demand	24,492	36,836	25,576	1,596	2,000	2,000	0.10%
400-361.41 Other Interest	0	0	0	0			
400-364.41 Surplus Equipment	0	0	0	0	5,000		
400-369.30 Refund of Prior Year	0	0	0	0			
400-369.90 Other Misc. Rev	0	0	0	1			
400-381.10 Transfer From General Fd		15,000		0			
400-389.01 Appropriate Surplus	0	0	0	0	313,795	208,492	10.46%
Sanitation Fund Totals	1,853,602	1,876,999	1,755,718	1,722,558	2,129,115	1,993,362	100.00%
WATER AND SEWER FUND							
410-331.55 SWFWMD Grant	0	0	0	205,827	0		
319th FDEP Grant			411,654		0		
Pinellas Co. Env Grant					0		
410-331.60 Basin Board 46th & 29th	0	0					
410-331.61 Basin Board Tomlinson Park	0	0					
410-337.21 Pinellas County-Com	0	0					
410-343.50 Sewer Service Connect Fee	1,950	1,725	150	300			
410-343.60 Water Sales	2,068,810	2,160,606	1,941,023	1,966,817	2,091,452	2,091,452	49.11%
410-343.62 Water Meters	10,880	3,870	1,550	1,080	0		
410-343.63 Sewer Charges	1,430,508	1,369,174	1,288,184	1,366,828	1,575,707	1,575,707	37.00%
410-343.65 Service Charges	47,827	51,592	50,000	56,735	50,000	50,000	1.17%
410-343.66 Late Charges	16,531	19,110	21,417	27,178	16,531	16,531	0.39%
410-343.67 Stormwater Fees	250,412	313,021	300,265	305,278	300,265	300,265	7.05%
410-343.70 Revenue Write-off	0	0	0	0			
410-343.73 Unclaimed Property	0	0	0	0			
410-361.10 Investments	0	0	0	0			
410-361.11 State Board Administration	11,795	14,226	2,197	11			
410-361.30 Unrealized G/L on Invests	0	0	(2,590)	(2,197)			
410-361.39 Interest on Demand	24,872	53,211	27,544	1,988	5,000	5,000	0.12%
410-363.23 Sewer Impact Fees	18,675	11,700	2,700	5,362	5,000	5,000	0.12%
410-364.41 Surplus Equipment	0	0	0	0			
410-364.42 Insurance Proceeds	0	0	0	0			
410-365.10 Scrap	0	0	6,042	0			
410-366.90 Contributions	0	(127)	0	0			
410-369.03 Sewer Connections	0	0	0	0			
410-369.30 Refund Prior Year	0	0	0	0			
410-367.00 Gain Loss Sale of Investment	0	0	0	0			
410-369.90 Other Misc.	1,553	1,075	143	448	0		
410-381.10 From General Fund	0	0	0	0			
410-381.30 From Capital Projects	735,000	800,000	800,000	750,000	800,000	0	
410-381.40 From Sanitation	0	0	0	0			
410-389.01 Appropriate Surplus	0	0	0	0		214,629	5.04%
Water & Sewer Fund Totals	4,618,813	4,799,183	4,850,279	4,685,655	4,843,955	4,258,584	100.00%

		<i>FY 2006</i>	<i>FY 2007</i>	<i>FY 2008</i>	<i>FY 2009</i>	<i>Budget</i>	<i>Budget</i>	<i>% of FY 11</i>
MARINA FUND		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>2010</u>	<u>2011</u>	<u>Budget</u>
460-331.71	Clean Vessel Act Grant	0	0		0	0		
460-331.75	Linear Park Grant	0	0			0		
	FDEP Grant				0	0		
460-343.66	Late Charges	4,920	6,510	7,935	9,225	5,000	5,000	0.30%
460-343.70	Revenue Write-off	0	0	0	0	0		
460-347.50	Service Charges	19,628	20,319	22,084	18,910	20,000	20,000	1.21%
460-362.16	Slip Rental	591,908	631,351	783,813	786,150	859,816	859,816	52.02%
460-347.56	Transient Slip Rentals	9,807	(2,808)	12,481	(9,554)	23,400	23,400	1.42%
460-347.57	Fuel and Oil Sales	634,485	669,722	808,463	538,556	640,500	640,500	38.75%
460-347.58	Other Sales	70,155	72,435	88,497	99,802	78,338	78,338	4.74%
460-347.59	Boat Ramp Fees	19,801	21,105	18,424	18,562	22,390	22,390	1.35%
460-361.10	Investments	3,096	3,734	577	3	500	500	0.03%
460-361.20	State Board of Admin	0	0	0	0	0		
460-361.30	Incr/Decr FMV Invest	0	0	(680)	(577)	0		
460-361.39	Interest on Demand	12,958	23,974	12,541	1,046	3,000	3,000	0.18%
460-362.10	Rental Properties	0	0	0	0	0		
460-364.42	Insurance Proceeds	0	0	0	0	0		
460-367.00	Gain Loss Sale of Investment	0	0	0	0	0		
460-369.40	Vending Machine	0	0	0	55	0		
460-369.90	Other Misc. Rev.	0	1,000	0	505	0		
460-381.10	Transfer from General Fund	0	0	0	0	0		
460-383.0101	Transfer from GF (fixed asset)	0	0	0	0	0		
460-389.01	Appropriate Surplus	0	0	0	0	0		
Marina Fund Totals		1,366,758	1,447,342	1,754,135	1,462,683	1,652,944	1,652,944	100.00%
Enterprise Fund Totals		7,839,173	8,123,524	8,360,132	7,870,896	8,626,014	7,904,890	100.00%

	A	B	C	D	E	F	G	H	I	J
1	FY2011	Acct	City	City	Legal	City	Admn	Admn	Info	Planning &
2	Final Version	#	Council	Clerk		Manager	Finance	Personnel	Tech	Development
3	Exec. Salary	40118	38,400	0	0	0	0	0	0	0
4	Salaries	40148		112,204	0	149,447	236,438	50,000	151,039	100,973
5	Other Salaries	13				0		0	0	
6	Overtime	14		1,700	0	1,086	500	0	0	0
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	7,062	0	10,002	14,951	3,100	9,690	6,390
18	Medicare	21-02	557	1,652	0	2,340	3,496	725	2,266	1,495
19	Retirement	22-00		12,968	0	20,685	24,683	5,359	17,615	11,743
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	146,459	0	198,816	310,802	66,865	200,214	132,971
26	Professional Svc	31		0	0	0	950	7,500	0	30,000
27	Attorney-Retainer	31-01								
28	Litigation	31-02			97,500					
29	Labor Services	31-03			0					
30	Accounting/Auditing	32					35,000			
31	Court Reporting	33								
32	Other Contractual	34		32,900	0	0	725	920	8,800	3,000
33	Travel/Per Diem	40	9700	1,705	0	2,500	2,200	997	2,000	4,000
34	Communications	41	600	2,240	0	282	17,636	500	24,581	6,347
35	Electricity	43-01								
36	Water & Sewer	43-02								600
37	Other	43-03								
38	Rental & Leases	44					2,800		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				
42	Other	45-04		0	0	0	0	0	0	0
43	Repairs & Maintenance	46		0	0	100	24,200	320	11,000	1,748
44	Printing & Binding	47	300	3,900	0	1,900	2,375	500	100	3,325
45	Promotional	48	8600	0	0	0	0	0	0	0
46	Other Current Charges	49		12,500	0	0	0	3,500		0
47	Administration Chgs	49-02								
48	Office Supplies	51	1000	2,285	0	475	6,270	500	1,000	4,636
49	Operating Supplies	52	500	0	0	523	7,500	150	9,050	950
50	Inventory Resale	52-01								
51	Road Material	53		0						
52	Book/Pubs/Subs	54	11995	1,000	0	3,420	2,503	2,700	3,150	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	57,467	97,500	9,473	103,120	17,728	60,101	64,042
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	60,295	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	60,295	0
70	Department Total - 2011		74,032	203,926	97,500	208,289	413,922	84,593	320,610	197,013

	A	B	K	L	M	N	O	P	Q	R	S
1	FY2011	Acct	Code	Building	Fire	Police	PW	PW	PW Bldg	PW	LS
2	Final Version	#	Enforcement	Inspection			Director	Streets	Maint.	Garage	Director
3	Exec. Salary	40118	0	0	0	0	0	0	0	0	0
4	Salaries	40148	51,858	76,860	710,038	2,022,852	60,683	77,838	68,267	101,791	33,990
5	Other Salaries	13		0	22,071	35,796		0			
6	Overtime	14	204	0	70,000	100,000	102	3,060	510	1,500	296
7	Fire Stipend	15-01			1,100	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			0
10	Field Training	15-05				2,150					
11	Off Duty	15-06			0	12,000					
12	Court Time	15-07			150	16,075					
13	Acting Sup	15-06				1,000					
14	Assignment	15-11			2,100	210					
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	3,228	4,765	52,293	139,132	3,899	5,016	4,265	6,404	2,107
18	Medicare	21-02	755	1,114	12,230	32,539	911	1,173	997	1,498	493
19	Retirement	22-00	5,741	8,239	54,991	288,869	7,066	7,211	7,680	11,446	3,643
20	Health Insurance	23-01	1,482	4,468	67,071	190,114	5,842	27,300	9,912	8,936	4,468
21	Disability Insurance	23-02	272	212	3,334	11,975	454	612	386	567	345
22	Life Insurance	23-04	144	112	1,868	6,336	336	324	204	300	244
23	Worker Comp.	24	1,924	2,664	28,978	61,577	169	7,178	2,485	3,095	145
24	Unemployment	25	0	0	0	0	0	0	0	0	0
25	People Costs		65,608	98,434	1,031,349	3,011,220	81,563	129,712	94,706	135,537	45,731
26	Professional Svc	31	0	0	4,555	58,800	3,000	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	7,000	696	8,059	10,262	28,950	35,918	0	0
33	Travel/Per Diem	40	1,425	2,325	2,057	7,500	2,390	0	0	950	0
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		3,500	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	0	16,261	14,087	8,029	917	9,587	2,244	226
42	Other	45-04	0	0	750	2,500	0	0	0	4,213	
43	Repairs & Maintenance	46	1,708	896	57,905	178,179	2,200	38,289	60,004	27,706	
44	Printing & Binding	47	950	760	641	1,000	475	0	0		950
45	Promotional	48	0	0	1,900	1,000	238	0	0		9,000
46	Other Current Charges	49	0	0	0	0	0	0	0		
47	Administration Chgs	49-02									
48	Office Supplies	51	1,045	140	1,500	10,000	1,425	0	190	143	700
49	Operating Supplies	52	380	400	23,297	18,400	475	11,900	12,000	113,294	938
50	Inventory Resale	52-01				1,000				233,489	
51	Road Material	53						8,000			
52	Book/Pubs/Subs	54	428	2,300	12,229	24,575	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		15,653	21,538	146,183	447,809	44,564	315,744	137,707	387,423	16,366
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	0	
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	0	
70	Department Total - 2011		81,261	119,972	1,177,532	3,464,029	126,127	447,456	232,413	522,960	62,097

	A	B	T	U	V	W	X	Y
1	FY2011	Acct	LS	LS	LS	LS	GEN FUND	% FY11
2	Final Version	#	Recreation	Parks	Library	Senior Ctr	FY11 TOTAL	Budget
3	Exec. Salary	40118					38,400	0.4%
4	Salaries	40148	116,879	296,023	175,779	88,310	4,681,269	47.4%
5	Other Salaries	13	141,329		132,023	24,490	355,709	3.6%
6	Overtime	14	5,391	5,780	510	1,595	192,234	1.9%
7	Fire Stipend	15-01					1,100	0.0%
8	Incentive Pay	15-02					39,620	0.4%
9	Car Allowance	15-03	300		300	550	19,150	0.2%
10	Field Training	15-05					2,150	0.0%
11	Off Duty	15-06					12,000	0.1%
12	Court Time	15-07					16,225	0.2%
13	Acting Sup	15-06					1,000	0.0%
14	Assignment	15-11					2,310	0.0%
15	Miscellaneous	15-12			1,500		25,600	0.3%
16	Shift Premium Incent.	15-13					32,200	0.3%
17	F I C A	21-01	16,362	18,711	19,227	7,142	336,126	3.4%
18	Medicare	21-02	3,827	4,376	4,497	1,670	78,611	0.8%
19	Retirement	22-00	12,557	31,785	16,113	9,465	557,859	5.6%
20	Health Insurance	23-01	15,664	48,857	13,932	9,362	476,610	4.8%
21	Disability Insurance	23-02	607	1,491	1,230	510	27,240	0.3%
22	Life Insurance	23-04	321	789	651	270	15,520	0.2%
23	Worker Comp.	24	9,348	11,984	1,031	272	133,200	1.3%
24	Unemployment	25	0			0	0	0.0%
25	People Costs		322,585	419,796	366,792	143,636	7,044,132	71.3%
26	Professional Svc	31	0				104,805	1.1%
27	Attorney-Retainer	31-01					0	0.0%
28	Litigation	31-02					97,500	1.0%
29	Labor Services	31-03					0	0.0%
30	Accounting/Auditing	32					35,000	0.4%
31	Court Reporting	33					700	0.0%
32	Other Contractual	34	27,000	69,379	7,460	3,700	247,144	2.5%
33	Travel/Per Diem	40	2,800	760	489	903	44,701	0.5%
34	Communications	41	9,386	1,056	7,712	7,245	133,080	1.3%
35	Electricity	43-01	25,967	27,912	21,318	10,659	360,441	3.6%
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	66,095	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	14,000				21,463	0.2%
43	Repairs & Maintenance	46	7,101	70,359	9,000	3,000	493,715	5.0%
44	Printing & Binding	47	190	285	190	475	18,316	0.2%
45	Promotional	48	5,700	15,766	190	5,000	47,394	0.5%
46	Other Current Charges	49					16,000	0.2%
47	Administration Chgs	49-02					0	
48	Office Supplies	51	2,375	285	4,750	2,000	40,719	0.4%
49	Operating Supplies	52	25,000	16,150	6,650	5,000	252,557	2.6%
50	Inventory Resale	52-01					234,489	2.4%
51	Road Material	53					8,000	0.1%
52	Book/Pubs/Subs	54	2,520	285	475	2,446	75,326	0.8%
53	Interfund Transfers	5590					156,887	1.6%
54	Contingency	5599					0	0.0%
55	Operating Costs		161,584	274,050	98,924	55,587	2,722,145	27.5%
56	Buildings.	62					0	0.0%
57	Improvements/OT Bldg	63					2,000	0.0%
58	Machinery & Equipment	64					65,295	0.7%
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		117,295	1.2%
70	Department Total - 2011		484,169	693,846	515,716	199,223	9,883,572	100.0%

	A	B	Z	AA	AB	AC	AD	AE	AF	AG	AH
1	FY2011	Acct	Capital	WRD	SPB	49th	GEMS	Casino	Theater	Spcl Rev.	% FY11
2	Final Version	#	Improvements		Looper	Street				FY11 TOTAL	Budget
3	Exec. Salary	40118								0	0.00%
4	Salaries	40148		62,097	80,000	54,597	11,088	19,335	19,335	246,452	5.21%
5	Other Salaries	13					83,513	43,405	36,678	163,596	3.46%
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	0.05%
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		3,982	4,960	3,517	5,865	3,899	3,482	25,705	0.54%
18	Medicare	21-02		932	1,160	823	1,372	912	814	6,012	0.13%
19	Retirement	22-00		6,312		6,312	1,189	2,080	2,080	17,973	0.38%
20	Health Insurance	23-01		5,041		5,041	1,345	3,981	1,990	17,398	0.37%
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	0.18%
24	Unemployment	25		0		0	0	0	0	0	0.00%
25	People Costs		0	80,562	86,120	72,489	108,064	75,958	66,329	489,522	10.35%
26	Professional Svc	31		175		175				350	0.01%
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	1,800	81,467	1.72%
33	Travel/Per Diem	40								0	0.00%
34	Communications	41				370	660	6,484	880	8,394	0.18%
35	Electricity	43-01						41,463	14,648	56,111	1.19%
36	Water & Sewer	43-02						3,425	2,101	5,526	0.12%
37	Other	43-03								0	0.00%
38	Rental & Leases	44		7,050				2,030	0	9,080	0.19%
39	General Liability	45-01		110			851	1,386	1,386	3,733	0.08%
40	Auto Ins.	45-02					13,841			13,841	0.29%
41	Property Ins	45-03		0	11,000		3,803	8,814	8,814	32,431	0.69%
42	Other	45-04						12,800		12,800	0.27%
43	Repairs & Maintenance	46		20,947	71,097		39,249	7,500	2,000	140,793	2.98%
44	Printing & Binding	47				950	150	570	0	1,670	0.04%
45	Promotional	48		79,325				12,350	9,785	101,460	2.14%
46	Other Current Charges	49						0		0	0.00%
48	Office Supplies	51					350	950	0	1,300	0.03%
49	Operating Supplies	52			8,176		475	9,405	1,000	19,056	0.40%
50	Inventory Resale	52-01						32,000	2,700	34,700	0.73%
51	Road Material	53								0	0.00%
52	Book/Pubs/Subs	54					340	1,995	750	3,085	0.07%
53	Interfund Transfers	5590	25,000	82,251						107,251	2.27%
54	Contingency	5599								0	0.00%
55	Operating Costs		25,000	189,858	90,273	1,495	59,719	220,839	45,864	633,048	13.38%
56	Buildings.	62	2,750,000					0		2,750,000	58.13%
57	Improvements/OT Bldg	63	703,500	36,000		78,000				817,500	17.28%
58	Machinery & Equipment	64	40,500							40,500	0.86%
69	Capital Outlay		3,494,000	36,000		78,000	0	0	0	3,608,000	76.27%
70	Department Total - 2011		3,519,000	306,420	176,393	151,984	167,783	296,797	112,193	4,730,570	100.00%

	A	B	AI	AJ	AK	AL	AM	AN	AO
1	FY2011	Acct	Sanitation	Water	Sewer	Storm	Marina	ENTERPRISE	TOTAL FY 11
2	Final Version	#				Water		FY11 TOTAL	BUDGET
3	Exec. Salary	40118							38,400
4	Salaries	40148	481,520	161,629	161,629	60,347	99,990	965,115	5,892,836
5	Other Salaries	13	0				33,258	33,258	552,563
6	Overtime	14	14,105	7,140	7,140	2,040	3,570	33,995	226,637
7	Fire Stipend	15-01						0	1,100
8	Incentive Pay	15-02						0	39,620
9	Car Allowance	15-03	840	630	630		300	2,400	23,950
10	Field Training	15-05						0	2,150
11	Off Duty	15-06						0	12,000
12	Court Time	15-07						0	16,225
13	Acting Sup	15-06						0	1,000
14	Assignment	15-11						0	2,310
15	Miscellaneous	15-12						0	25,600
16	Shift Premium Incent.	15-13						0	32,200
17	F I C A	21-01	30,804	10,507	10,507	3,867	8,501	64,186	426,016
18	Medicare	21-02	7,204	2,458	2,458	905	2,038	15,062	99,685
19	Retirement	22-00	51,110	17,494	17,676	6,287	10,783	103,351	784,512
20	Health Insurance	23-01	88,847	21,505	21,505	7,767	11,683	151,307	645,315
21	Disability Insurance	23-02	2,624	896	896	255	527	5,198	33,067
22	Life Insurance	23-04	1,424	501	501	153	279	2,858	18,803
23	Worker Comp.	24	40,088	3,735	3,735	1,440	2,152	51,150	192,875
24	Unemployment	25	0	0	0	0	0	0	0
25	People Costs		718,565	226,495	226,677	83,062	173,081	1,427,880	9,066,863
26	Professional Svc	31	0	0	0	8,175	0	8,175	113,330
27	Attorney-Retainer	31-01						0	0
28	Litigation	31-02						0	97,500
29	Labor Services	31-03						0	0
30	Accounting/Auditing	32						0	35,000
31	Court Reporting	33						0	700
32	Other Contractual	34	420,550	1,646,082	637,275	49,918	10,300	2,764,125	3,092,736
33	Travel/Per Diem	40		0			2,850	2,850	47,551
34	Communications	41	13,805	14,439	13,805	447	14,257	56,753	198,227
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	79,795
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	52,547
43	Repairs & Maintenance	46	192,174	9,563	18,125	50,000	20,046	289,908	924,416
44	Printing & Binding	47	1,500	8,500		1,150	1,140	12,290	32,276
45	Promotional	48	5,090				11,134	16,224	165,078
46	Other Current Charges	49				42,055	300	42,355	58,355
47	Administration Chgs	49-02	178,487	213,117	160,545	30,734	165,294	748,177	748,177
48	Office Supplies	51	3,200	3,200	1,140	855	855	9,250	51,269
49	Operating Supplies	52	67,335	64,140	34,450	550	32,751	199,226	470,839
50	Inventory Resale	52-01					555,888	555,888	825,077
51	Road Material	53						0	8,000
52	Book/Pubs/Subs	54		380		900	765	2,045	80,456
53	Interfund Transfers	5590	127,727	539,463	0	0	454,953	1,122,143	1,361,281
54	Contingency	5599						0	0
55	Operating Costs		1,024,946	2,504,813	885,246	184,991	1,367,523	5,967,519	9,297,712
56	Buildings.	62						0	2,750,000
57	Improvements/OT Bldg	63	6,850			60,000	50,000	116,850	936,350
58	Machinery & Equipment	64	243,000	37,300	50,000			330,300	436,095
59	Books/Public Library	66							50,000
69	Capital Outlay		249,850	37,300	50,000	60,000	50,000	447,150	4,172,445
70	Department Total - 2011		1,993,361	2,768,608	1,161,923	328,053	1,590,604	7,842,549	22,537,020

CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
City Council

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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
Total:	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

CITY OF GULFPORT
FY 2011 Budget
City Council
001-1111-511

ACCOUNT	Div Acct. # 1111-511	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj To FY11
Executive Salaries	511-11-01	39,000	39,000	39,300	39,000	38,400	38,400	38,400	
Salaries & Wages	511-12-01	88,296	108,812	77,562	61,190	0	0		
Vacation Leave	511-12-02	8,451	15,123	6,276	2,946				
Sick Leave	511-12-03	3,293	7,568	3,985	1,294				
Other Salaries	511-13	10,611	10,257	0	26,840				
Overtime	511-14	4,425	1,360	1,117	0	0	0	0	
Incentive Pay	511-15-02	2,000	2,000	1,462	0				
Assignment Pay	511-15-11	0	4,953		0				
FICA Tax	511-21-01	9,536	11,793	7,871	6,309	2,380	2,380	2,380	0.0%
Medicare Tax	511-21-02	2,230	2,758	1,841	1,475	557	557	557	0.0%
Retirement	511-22-00	10,415	13,416	7,245	6,942	0	0	0	
Health Insurance	511-23-01	7,237	6,966	6,303	6,985	0	0	0	
Disability Insurance	511-23-02	684	428	365	470	0	0	0	
Life Insurance	511-23-04	369	349	203	266	0	0	0	
Workers Compensation	511-24	777	651	713	395	0	0	0	
Unemployment	511-25	0	0	0	0	0	0		
People Costs		187,324	225,434	154,242	154,112	41,337	41,337	41,337	0.0%
Professional & Contractual	511-31	887	1,543	1,220	29,479	0	0	0	
Other Contractual	511-34	12,014	4,061	1,084	19,416	0	0	0	
Travel & Training	511-40	15,187	16,539	13,297	10,933	9,700	9,700	9,700	0.0%
Communications	511-41	2,473	2,513	1,752	2,789	600	600	600	0.0%
General Liability	511-45-01	1,706	1,434	1,706	1,010	0	0	0	
Repairs & Maintenance	511-46	130	0	0	0	0	0		
Printing & Binding	511-47	4,413	2,958	2,994	3,110	300	300	300	0.0%
Promotional	511-48	19,611	14,303	11,534	4,772	8,600	8,600	8,600	
Other Current Charges	511-49	14,103	12,951	11,268	12,673	0	0	0	
Office Supplies	511-51	2,975	4,547	4,731	4,348	1,000	1,000	1,000	0.0%
Operating Supplies	511-52	62	284	693	1,640	500	500	500	
Bks/Pubs/Subs	511-54	9,965	10,431	7,281	12,735	11,995	11,995	11,995	0.0%
Transfer to Capital	581	0	0	0	0	0	0		
Operational Costs		83,526	71,564	57,560	102,905	32,695	32,695	32,695	0.0%
Improvements/OT Bldg	511-63	2,031							
Machinery & Equipment	511-64	2,168							
Capital Outlay		4,199	0	0	0	0	0	0	
DEPARTMENT TOTAL		275,049	296,998	211,802	257,017	74,032	74,032	74,032	0.0%

CITY OF GULFPORT
Fiscal Year 2011
City Council

MISSION

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

PERSONNEL

SALARIES AND WAGES

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

FICA & MEDICARE

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

OPERATING COSTS

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 Covers the cost of routine office supplies **1,000**

OPERATING SUPPLIES

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

MEMBERSHIPS AND TRAINING

511-54 This category includes dues and memberships to various associations by the Mayor and City Council, including: **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 2011 PERSONNEL SUMMARY
City Clerk

PERSONNEL:	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
Position:				
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	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 2011 Budget
City Clerk
001-1112-512

ACCOUNT	Div Acct. # 1111-511	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj To FY11
Executive Salaries	511-11-01	39,000	39,000	39,300		0	0	0	
Salaries & Wages	512-12-01	88,296	108,812	77,562		112,784	112,784	112,204	-0.5%
Vacation Leave	512-12-02	8,451	15,123	6,276					
Sick Leave	512-12-03	3,293	7,568	3,985					
Other Salaries	512-13	10,611	10,257	0					
Overtime	512-14	4,425	1,360	1,117		0	0	1,700	
Incentive Pay	512-15-02	2,000	2,000	1,462					
Assignment Pay	512-15-11	0	4,953						
FICA Tax	512-21-01	9,536	11,793	7,871		7,110	7,110	7,062	-0.7%
Medicare Tax	512-21-02	2,230	2,758	1,841		2,100	2,100	1,652	-21.4%
Retirement	512-22-00	10,415	13,416	7,245		14,164	14,164	12,968	-8.4%
Health Insurance	512-23-01	7,237	6,966	6,303		9,096	9,096	9,096	0.0%
Disability Insurance	512-23-02	684	428	365		782	782	782	0.0%
Life Insurance	512-23-04	369	349	203		558	558	558	0.0%
Workers Compensation	512-24	777	651	713		437	437	437	0.0%
Unemployment	512-25	0	0	0		0	0		
People Costs		187,324	225,434	154,242	0	147,031	147,031	146,459	-0.4%
Professional & Contractual	512-31	887	1,543	1,220		0	0	0	
Other Contractual	512-34	12,014	4,061	1,084		45,400	45,400	32,900	-27.5%
Travel & Training	512-40	15,187	16,539	13,297		1,705	1,705	1,705	0.0%
Communications	512-41	2,473	2,513	1,752		2,240	2,240	2,240	0.0%
General Liability	512-45-01	1,706	1,434	1,706		937	937	937	0.0%
Repairs & Maintenance	512-46	130	0	0		0	0		
Printing & Binding	512-47	4,413	2,958	2,994		3,900	3,900	3,900	0.0%
Promotional	512-48	19,611	14,303	11,534		0	0	0	
Other Current Charges	512-49	14,103	12,951	11,268		12,500	12,500	12,500	0.0%
Office Supplies	512-51	2,975	4,547	4,731		2,285	2,285	2,285	0.0%
Operating Supplies	512-52	62	284	693		0	0	0	
Bks/Pubs/Subs	512-54	9,965	10,431	7,281		1,000	1,000	1,000	0.0%
Transfer to Capital	581	0	0	0		0	0		
Operational Costs		83,526	71,564	57,560	0	69,967	69,967	57,467	-17.9%
Improvements/OT Bldg	512-63	2,031							
Machinery & Equipment	512-64	2,168							
Capital Outlay		4,199	0	0	0	0	0	0	
DEPARTMENT TOTAL		275,049	296,998	211,802	0	216,998	216,998	203,926	-6.0%

CITY OF GULFPORT
Fiscal Year 2011
City Clerk

MISSION

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

PROGRAMS

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

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

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

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

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

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

PERSONNEL

SALARIES AND WAGES

512-12-01	Includes the City Clerk and Deputy City Clerk.	112,204
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OTHER WAGES

512-14	Overtime	1,700
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FICA & MEDICARE

512-21	FICA - budgeted at 6.2% of salary	7,062
	Medicare – budgeted at 1.45% of salary	1,652

RETIREMENT

512-22	Retirement	12,968
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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	9,096
512-23-02	Disability	782
512-23-04	Life Insurance	558

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.	437
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OPERATING COSTS

CONTRACT SERVICES (Election)

512-34	This category covers the cost of the annual municipal election. (14,500) 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. (15,000)	32,900
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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**

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 **2,285**

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 2011 Budget
Legal
001-1212-514

ACCOUNT	Div Acct. # 1212-514	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj To FY11
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	0	0	0	0	0	0	0	
Attorney-Retainer	514-31-01	54,000	54,000	54,000	49,500	54,000	54,000	0	-100.0%
Litigation	514-31-02	152,458	173,437	71,135	103,038	64,107	64,107	97,500	52.1%
Labor Services	514-31-03	1,614	9,367	16,472	9,033	3,800	3,800	0	-100.0%
Other Contractual	514-34	0	1,255	-1,000	1,744	0	0	0	
Travel/Per Diem	514-40	530	0	627	0	475	475	0	-100.0%
Bks/Pubs/Subs	514-54	500	0	250	0	475	475	0	
Operational Costs		209,102	238,059	141,484	163,315	122,857	122,857	97,500	-20.6%
DEPARTMENT TOTAL		209,102	238,059	141,484	163,315	122,857	122,857	97,500	-20.6%

CITY OF GULFPORT
Fiscal Year 2011
City Attorney

MISSION

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

LITIGATION

514-31-02 This category covers all costs associated with legal services provided by the City Attorney and costs associated with the hiring of outside council. **97,500**

CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
City Manager

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
City Manager
001-1313-512

ACCOUNT	Div Acct. # 1313-512	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	512-1201	123,510	126,492	117,914	57,677	146,520	146,520	149,447	2.0%
Vacation Leave	512-12-02	8,251	3,725	20,940	8,496	0	0		
Sick Leave	512-12-03	3,294	9,739	6,620	2,108	0	0		
Overtime	512-14	868	1,232	1,300	28	1,086	1,086	1,086	0.0%
Car Allowance	512-15-03	5,421	5,400	5,421	415	5,400	5,400	5,400	
FICA Tax	512-21-01	7,941	8,172	8,553	4,618	9,588	9,588	10,002	4.3%
Medicare Tax	512-21-02	1,992	2,087	2,156	1,080	2,242	2,242	2,340	4.4%
Retirement	512-22-00	14,778	14,288	14,909	2,801	18,837	18,837	20,685	9.8%
Health Insurance	512-23-01	5,392	5,931	5,931	728	7,428	7,428	7,428	0.0%
Disability Insurance	512-23-02	976	696	709	266	1,168	1,168	1,168	0.0%
Life Insurance	512-23-04	528	586	605	178	872	872	872	0.0%
Workers Compensation	512-24	690	578	634	351	388	388	388	0.0%
Unemployment	512-25	0	0	0	0	0	0		
People Costs		173,641	178,926	185,692	78,746	193,529	193,529	198,816	2.7%
Professional & Contractual	512-31	7,552	0	0	0	0	0		
Other Contractual	512-34	0	108	0	0	0	0		
Travel & Training	512-40	3,361	1,157	1,843	1,541	4,493	4,493	2,500	
Communications	512-41	1,259	1,169	186	309	282	282	282	0.0%
General Liability	512-45-01	499	419	499	317	273	273	273	0.0%
Repairs & Maintenance	512-46	0	0	0	144	100	100	100	0.0%
Printing & Binding	512-47	1,929	2,913	2,615	2,158	1,900	1,900	1,900	0.0%
Promotional	512-48	8,310	7,694	0	3,905	0	0		
Office Supplies	512-51	442	497	87	153	475	475	475	0.0%
Operating Supplies	512-52	170	89	500	0	523	523	523	
Bks/Pubs/Subs	512-54	5,210	1,320	3,212	775	3,420	3,420	3,420	0.0%
Operational Costs		28,732	15,366	8,942	9,302	11,466	11,466	9,473	-17.4%
Buildings	512-62								
Machinery & Equipment	512-64								
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		202,373	194,292	194,634	88,048	204,995	204,995	208,289	1.6%

CITY OF GULFPORT
Fiscal Year 2011
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	149,447
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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	10,002
512-21-02	Medicare budgeted at 1.45% of salary	2,340

RETIREMENT

512-22-00	Retirement	20,685
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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**

OPERATING COSTS

TRAVEL AND PER DIEM

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

COMMUNICATIONS

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

INSURANCE

512-45-01 General liability **273**

REPAIRS AND MAINTENANCE

512-45 **100**

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**

OFFICE SUPPLIES

512-51 Filing supplies, pens, notebooks, etc. **475**

OPERATING SUPPLIES

512-52 General operating supplies **523**

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**

CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Administrative Services

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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	0.50	0.50
Customer Service Rep	-	-	-	-
Switchboard Operators (P/T)	-	-	-	-
Total:	<u>7.00</u>	<u>7.00</u>	<u>6.50</u>	<u>6.50</u>

CITY OF GULFPORT
FY 2011 Budget
Administrative Services
001-1515-513

ACCOUNT	Div	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
	Acct. #	Actual	Actual	Actual	Actual	Approved	Adjusted	Adopted	
	1515-513	Expend	Expend	Expend	Expend	Budget	Budget	Budget	
Salaries & Wages	513-12-01	248,385	261,795	206,357	209,544	230,142	230,142	236,438	2.7%
Vacation Leave	513-12-02	16,050	12,603	11,654	12,221				
Sick Leave	513-12-03	5,446	6,570	3,128	4,307				
Overtime	513-14	1,455	423	388	296	2,040	2,040	500	-75.5%
Car Allowance	513-15-03	4,216	3,796	4,216	4,223	4,200	4,200	4,200	
Miscellaneous	513-15-12	180	1,534			200	200	200	0.0%
FICA Tax	513-21-01	16,062	17,114	13,933	14,106	14,707	14,707	14,951	1.7%
Medicare Tax	513-21-02	3,756	4,002	3,259	3,299	3,439	3,439	3,496	1.7%
Retirement	513-22-00	28,087	18,774	20,346	14,366	27,501	27,501	24,683	-10.2%
Health Insurance	513-23-01	32,444	32,789	20,885	17,698	23,149	23,149	23,149	0.0%
Disability Insurance	513-23-02	1,667	1,237	1,273	1,140	1,469	1,469	1,469	0.0%
Life Insurance	513-23-04	895	870	860	813	935	935	935	0.0%
Workers Compensation	513-24	1,389	1,160	1,275	707	781	781	781	0.0%
Unemployment	513-25	0	0	0	0	0	0	0	
People Costs		360,032	362,667	287,574	282,720	308,563	308,563	310,802	0.7%
Professional & Contractual	513-31	668	2,886	3,920	1,421	950	950	950	0.0%
Accounting & Auditing	513-32	22,300	27,500	28,500	36,250	47,000	47,000	35,000	
Other Contractual	513-34	0	514	863	500	725	725	725	0.0%
Travel/Per Diem	513-40	3,868	1,803	2,183	185	3,030	3,030	2,200	-27.4%
Communications	513-41	9,896	8,552	15,436	16,584	17,636	17,636	17,636	0.0%
Rental & leases	513-44	14	1,848	2,756	-1,329	4,656	4,656	2,800	-39.9%
General Liability	513-45-01	1,748	1,469	1,748	1,011	961	961	961	0.0%
Repairs & Maintenance	513-46	20,919	20,310	22,351	20,957	24,200	24,200	24,200	0.0%
Printing & Binding	513-47	2,210	2,321	2,424	2,854	2,375	2,375	2,375	
Office Supplies	513-51	6,866	7,054	5,028	5,682	6,270	6,270	6,270	0.0%
Operating Supplies	513-52	4,230	4,936	3,957	3,499	13,225	13,225	7,500	-43.3%
Bks/Pubs/Subs	513-54	3,812	2,774	2,404	1,269	2,503	2,503	2,503	
Transfer to Capital	581	0	0	0	0	0	0	0	
Operational Costs		76,531	81,967	91,570	88,883	123,531	123,531	103,120	-16.5%
Buildings	513-62								
Machinery & Equipment	513-64								
Capital Outlay		0							
DEPARTMENT TOTAL		436,563	444,634	379,144	371,603	432,094	432,094	413,922	-4.2%

CITY OF GULFPORT
Fiscal Year 2011
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.	236,438
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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	500
513-15-03	Car allowance	4,200
513-15-12	Miscellaneous	200

FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	14,951
513-21-02	Medicare – budgeted at 1.45% of salary	3,496

RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation of 15.9% for the general employees who are in a defined benefit plan.	24,683
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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			35,000
	Annual audit	(31,500)	
	Post Employment Benefits Actuarial Report	(3,500)	

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.		2,200
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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		2,800
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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.	7,500
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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 2011 PERSONNEL SUMMARY
Information Technology

	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 ACTUAL</u>	<u>FY 2011 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 2011 Budget
Information Technology
001-1818-519

ACCOUNT	Div	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
	Acct. # 1818-519	Actual Expend	Actual Expend	Actual Expend	Actual Expend	Approved Budget	Adjusted Budget	Adopted Budget	
Salaries & Wages	519-12-01	120,100	125,912	133,198	138,981	150,673	150,673	151,039	0.2%
Vacation Leave	519-12-02	6,223	9,197	6,929	7,831				
Sick Leave	519-12-03	2,820	2,153	2,807	5,539				
Overtime	519-14	1,789	0	0	0	2,040	2,040	0	-100.0%
Car Allowance	519-15-03	4,216	4,200	4,216	4,223	4,200	4,200	4,200	
FICA Tax	519-21-01	8,052	8,452	8,753	9,320	9,852	9,852	9,690	-1.6%
Medicare Tax	519-21-02	1,883	1,977	2,047	2,179	2,304	2,304	2,266	-1.6%
Retirement	519-22-00	13,602	12,664	13,383	13,246	18,847	18,847	17,615	-6.5%
Health Insurance	519-23-01	10,621	11,683	11,683	12,577	13,272	13,272	13,272	0.0%
Disability Insurance	519-23-02	942	671	698	814	1,026	1,026	1,026	0.0%
Life Insurance	519-23-04	509	549	571	652	744	744	744	0.0%
Workers Compensation	519-24	645	540	591	374	362	362	362	0.0%
Unemployment	519-25	0	0	0	0				
People Costs		171,402	177,998	184,876	195,736	203,320	203,320	200,214	-1.5%
Professional & Contractual	519-31	0	569	0	0				
Other Contractual	519-34	11,421	3,388	2,920	6,628	8,800	8,800	8,800	0.0%
Travel & Training	519-40	244	1,382	3,163	1,324	2,000	2,000	2,000	
Communications	519-41	9,743	24,931	21,324	41,550	28,781	28,781	24,581	-14.6%
Rental & leases	519-44	0	115	0	0	125	125	125	0.0%
General Liability	519-45-01	535	450	535	302	295	295	295	0.0%
Repairs & Maintenance	519-46	12,453	9,528	9,396	11,076	12,700	12,700	11,000	-13.4%
Printing & Binding	519-47	162	225	247	42	100	100	100	0.0%
Other Current Chg	519-49	0	250						
Office Supplies	519-51	739	381	1,370	886	1,000	1,000	1,000	
Operating Supplies	519-52	10,712	29,070	16,117	16,055	11,050	11,050	9,050	-18.1%
Bks/Pubs/Subs	519-54	2,938	1,309	1,072	1,792	5,150	5,150	3,150	-38.8%
Transfer to Capital	581	0	0	0	0				
Operational Costs		48,947	71,598	56,144	79,655	70,001	70,001	60,101	-14.1%
Buildings	519-62								
Machinery & Equipment	519-64	43,002	67,689	67,968	42,095	49,800	49,800	60,295	21.1%
Capital Outlay		43,002	67,689	67,968	42,095	49,800	49,800	60,295	21.1%
DEPARTMENT TOTAL		263,351	317,285	308,988	317,486	323,121	323,121	320,610	-0.8%

CITY OF GULFPORT
Fiscal Year 2011
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.mygulfpport.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 along with control of the equipment for City Council meetings.

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.	151,039
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OTHER WAGES

519-15-03	Car Allowance	4,200
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FICA & MEDICARE

519-21-01	FICA - budgeted at 6.2% of salary	9,690
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519-21-02	Medicare – budgeted at 1.45% of salary	2,266
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RETIREMENT

519-22	Retirement	17,615
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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
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519-23-02	Disability	1,026
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519-23-04	Life Insurance	744
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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	24,581
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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	11,000
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PRINTING AND BINDING

519-47	Includes copy charges	100
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OFFICE SUPPLIES

519-51	Filing supplies, pens, notebooks, etc.	1,000
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OPERATING SUPPLIES

519-52	Network anti-virus renewals	9,050
	Email anti-spam renewals	(1,500)
	replacement backup tapes	(4,800)
		(2,750)

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

519-54			3,150
	Microsoft Technet	(750)	
	FLGISA	(150)	
	FLGISA conference	(1,500)	
	technical books/manuals	(750)	

MACHINERY & EQUIPMENT

519-64			60,295
	Computer Replacements	18,000	
	City wide phone system annual lease-purchase	27,295	
	Server Replacements	15,000	

CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Personnel

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
Personnel
001-1516-513

ACCOUNT	Div Acct. # 1516-513	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Proposed	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	513-12-01	41,898	44,191	48,860	42,859	47,361	47,361	50,000	5.6%
Vacation Leave	513-12-02	962	1,903	2,021	9,932				
Sick Leave	513-12-03	266	192	365	1,826				
FICA Tax	513-21-01	2,357	2,627	2,884	3,217	2,936	2,936	3,100	5.6%
Medicare Tax	513-21-02	551	614	675	752	687	687	725	
Retirement	513-22-00	4,643	2,208	2,512	1,744	6,157	6,157	5,359	-13.0%
Health Insurance	513-23-01	7,037	6,964	5,931	4,258	7,129	7,129	7,129	0.0%
Disability Insurance	513-23-02	244	231	240	241	278	278	278	0.0%
Life Insurance	513-23-04	129	143	149	147	147	147	147	0.0%
Workers Compensation	513-24	227	190	208	113	127	127	127	0.0%
Unemployment	513-25	0	0	0	0				
People Costs		58,314	59,263	63,845	65,089	64,822	64,822	66,865	3.2%
Professional & Contractual	513-31	8,676	7,390	5,887	7,637	9,500	9,500	7,500	-21.1%
Other Contractual	513-34	3,888	730	402	916	1,377	1,377	920	-33.2%
Travel & Training	513-40	1,631	931	1,157	929	997	997	997	0.0%
Communications	513-41	464	393	218	481	1,224	1,224	500	-59.2%
General Liability	513-45-01	255	215	256	148	141	141	141	
Repairs & Maintenance	513-46	80	107	0	340	320	320	320	0.0%
Printing & Binding	513-47	563	551	228	468	855	855	500	-41.5%
Promotional	513-48	1,275	782	-25	0				
Other Current Chg	513-49	9,395	3,104	2,536	3,674	4,000	4,000	3,500	-12.5%
Office Supplies	513-51	680	286	553	437	665	665	500	-24.8%
Operating Supplies	513-52	32	14	37	186	285	285	150	-47.4%
Bks/Pubs/Subs	513-54	3,710	7,823	10,199	26,981	2,700	2,700	2,700	
Transfer to Capital	581	0	0	0	0				
Operational Costs		30,649	22,326	21,448	42,197	22,064	22,064	17,728	-19.7%
Buildings	513-62								
Machinery & Equipment	513-64								
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		88,963	81,589	85,293	107,286	86,886	86,886	84,593	-2.6%

CITY OF GULFPORT
Fiscal Year 2011
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		50,000
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FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	3,100
513-21-02	Medicare – budgeted at 1.45% of salary	725

RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation of 15.9% for the general employees who are in a defined benefit plan.	5,359
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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		7,500
	New hire background checks	(2,000)
	Drug screens and physicals	(3,000)
	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	920
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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	Expenditures include SUNCOM phone charges and courier mailings	500
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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	500
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OTHER CHARGES

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

513-51	Filing supplies, pens, notebooks, etc.	500
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OPERATING SUPPLIES

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

513-54	Account expenditures include the cost of annual FPPA, IPMA and SHRM membership dues, City employee annual harassment and supervisory training, 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 2011 PERSONNEL SUMMARY
Community Development – Planning Division

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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
Total:	<u>1.75</u>	<u>1.25</u>	<u>1.75</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 2011 Budget
Planning & Development
001-5117-515

ACCOUNT	Div Acct. # 5117-515	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	515-12-01	78,859	78,855	68,072	89,661	101,660	101,660	100,973	-0.7%
Vacation Leave	515-12-02	2,765	6,047	3,075	6,028				
Sick Leave	515-12-03	1,645	2,434	1,003	1,523				
Overtime	515-14	105	0	0	0	204	204	0	-100.0%
Car Allowance	515-15-03	2,108	2,100	2,108	2,111	2,100	2,100	2,100	
FICA Tax	515-21-01	5,116	5,345	4,305	5,815	6,446	6,446	6,390	-0.9%
Medicare Tax	515-21-02	1,197	1,250	1,007	1,360	1,507	1,507	1,495	-0.8%
Retirement	515-22-00	9,769	6,778	7,124	7,015	13,033	13,033	11,743	-9.9%
Health Insurance	515-23-01	6,563	8,441	8,698	9,272	9,128	9,128	9,128	0.0%
Disability Insurance	51523-02	561	456	402	508	522	522	522	0.0%
Life Insurance	515-23-04	301	342	309	378	365	365	365	0.0%
Workers Compensation	515-24	455	381	417	230	255	255	255	0.0%
Unemployment	515-25	0	409	550	0				
People Costs		109,444	112,838	97,070	123,901	135,220	135,220	132,971	-1.7%
Professional & Contractual	515-31	46,148	42,144	20,667	102,733	35,000	35,000	30,000	-14.3%
Other Contractual	515-34	3,961	75	1,530	2,712	5,000	5,000	3,000	-40.0%
Travel & Training	515-40	2,574	4,358	614	1,499	5,000	5,000	4,000	
Communications	515-41	7,192	6,314	4,682	5,049	6,347	6,347	6,347	0.0%
Water/Sewer	515-43-02	223	483	572	656	600	600	600	0.0%
Other	515-43-04	1,000	0						
Rental & leases	515-44	1,792	2,809	3,012	2,811	1,100	1,100	1,100	0.0%
General Liability	515-45-01	9,950	8,361	9,951	5,462	5,465	5,465	5,465	0.0%
Automobile	515-45-02	728	612	728	437	401	401	401	0.0%
Repairs & Maintenance	515-46	2,271	316	92	0	1,880	1,880	1,748	
Printing & Binding	515-47	2,414	4,902	4,539	3,336	3,325	3,325	3,325	0.0%
Office Supplies	515-51	7,107	5,537	3,108	4,371	4,636	4,636	4,636	0.0%
Operating Supplies	515-52	1,662	2,056	108	392	950	950	950	
Bks/Pubs/Subs	515-54	2,634	3,581	3,028	3,298	2,470	2,470	2,470	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		89,656	81,548	52,630	132,756	72,174	72,174	64,042	-11.3%
Buildings	515-62								
Machinery & Equipment	515-64								
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		199,100	194,386	149,700	256,657	207,394	207,394	197,013	-5.0%

CITY OF GULFPORT
Fiscal Year 2011
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 construction plan zoning compliance review, 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.	100,973
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OTHER WAGES

515-14	Overtime	0
515-15-03	Car Allowance	2,100

FICA & MEDICARE

FICA budgeted at 6.2% of salary	6,390
Medicare budgeted at 1.45% of salary	1,495

RETIREMENT

515-22	Retirement	11,743
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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.	30,000
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OTHER CONTRACTUAL

512-34 Covers annual GIS address updates and ESRI maintenance and support. 3,000

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. 4,000

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. 1,748

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**

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**

<p>CITY OF GULFPORT FY 2011 PERSONNEL SUMMARY <i>Community Development – Building, Permitting and Inspection Division</i></p>

	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 ACTUAL</u>	<u>FY 2011 BUDGET</u>
PERSONNEL:				
Position:				
Building Official	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	-
Permit Technician	1.00	1.00	1.00	-
Total:	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>1.00</u>

CITY OF GULFPORT
FY 2011 Budget
Building Inspection
001-5119-524

ACCOUNT	Div Acct. # 5119-524	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	524-12-01	121,814	134,680	130,989	129,246	158,134	158,134	76,860	-51.4%
Vacation Leave	524-12-02	15,425	9,135	6,784	5,190				
Sick Leave	524-12-03	11,130	11,023	3,771	11,554				
Overtime	524-14	5	0	39	316				
FICA Tax	524-21-01	8,445	9,673	8,457	9,366	9,966	9,966	4,765	
Medicare Tax	524-21-02	1,975	2,262	1,978	2,190	2,331	2,331	1,114	-52.2%
Retirement	524-22-00	12,042	7,740	8,806	5,182	20,896	20,896	8,239	-60.6%
Health Insurance	524-23-01	9,490	10,293	12,454	16,788	11,062	11,062	4,468	-59.6%
Disability Insurance	524-23-02	637	670	650	843	636	636	212	-66.7%
Life Insurance	524-23-04	337	414	400	509	336	336	112	-66.7%
Workers Compensation	524-24	14,210	11,906	13,050	7,678	7,992	7,992	2,664	-66.7%
Unemployment	524-25	0	0	3,088	0				
People Costs		195,510	197,796	190,466	188,862	211,353	211,353	98,434	-53.4%
Professional & Contractual	524-31	27,750	0	5,662	0				
Other Contractual	524-34	4,792	10,692	7,372	5,993	4,993	4,993	7,000	40.2%
Travel & Training	524-40	1,534	960	601	1,377	3,325	3,325	2,325	-30.1%
Communications	524-41	962	883	1,106	1,084	751	751	751	
Rental & leases	524-44	1,004	0	0	0	1,100	1,100	1,100	0.0%
General Liability	524-45-01	9,950	8,361	9,951	5,908	5,465	5,465	5,465	0.0%
Auto Ins	524-45-02	728	612	728	437	401	401	401	0.0%
Repairs & Maintenance	524-46	3	-657	0	0	278	278	896	222.3%
Printing & Binding	524-47	592	90	28	0	760	760	760	0.0%
Office Supplies	524-51	76	730	0	56	1,140	1,140	140	-87.7%
Operating Supplies	524-52	315	251	355	197	400	400	400	
Bks/Pubs/Subs	524-54	579	900	1,830	735	1,159	1,159	2,300	98.4%
Transfer to Capital	0581	0	0	0	0				
Operational Costs		48,285	22,822	27,633	15,787	19,772	19,772	21,538	
Buildings	524-62								
Machinery & Equipment	524-64		4,054	29,716	0				
Capital Outlay		0	4,054	29,716	0	0	0	0	
DEPARTMENT TOTAL		243,795	224,672	247,815	204,649	231,125	231,125	119,972	-48.1%

<p>CITY OF GULFPORT Fiscal Year 2011 <i>Community Development – Building, Permitting and Inspection Division</i></p>
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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	76,860
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FICA & MEDICARE

524-21	FICA – budgeted at 6.2% of salary	4,765
524-22	Medicare – budgeted at 1.45% of salary	1,114

RETIREMENT

524-22	Retirement	8,239
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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. 4,792

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. 2,664

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. 7,000

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. 2,325

COMMUNICATION

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

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

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

REPAIRS AND MAINTENANCE

524-46	Covers fuel, labor and repair costs associated with department vehicles.	896
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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	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.	2,300
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Community Development – Code Enforcement Division

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
Code Enforcement
001-5118-524

ACCOUNT	Div Acct. # 5118-524	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wage	524-12-01	40,209	44,145	43,354	47,114	51,582	51,582	51,858	0.5%
Vacation Leave	524-12-02	1,904	1,213	1,992	2,424				
Sick Leave	524-12-03	971	1,310	3,240	928				
Overtime	524-14	105	0	0	0	204	204	204	0.0%
Assignment Pay	524-15-11			125	0				
FICA Tax	524-21-01	2,635	2,856	2,966	3,111	3,211	3,211	3,228	0.5%
Medicare Tax	524-21-02	616	668	694	728	751	751	755	0.5%
Retirement	524-22-00	3,461	2,218	2,524	1,699	6,706	6,706	5,741	-14.4%
Health Insurance	524-23-01	1,603	1,483	1,483	133	1,482	1,482	1,482	0.0%
Disability Insurar	524-23-02	198	189	196	229	272	272	272	0.0%
Life Insurance	524-23-04	105	118	121	140	144	144	144	0.0%
Workers Compe	524-24	3,422	2,867	3,142	1,732	1,924	1,924	1,924	0.0%
Unemployment	524-25	0	0	0	0				
People Costs		55,229	57,067	59,837	58,238	66,276	66,276	65,608	-1.0%
Professional & C	524-31	2,768	7,157	12,716	3,656				
Other Contractu	524-34	122	823	0	16,300	2,375	2,375	2,375	0.0%
Travel & Training	524-40	0	664	0	931	1,425	1,425	1,425	
Communications	524-41	428	507	499	466	376	376	376	0.0%
Rental & leases	524-44	251	0	0	0	1,100	1,100	1,100	0.0%
General Liability	524-45-01	9,950	8,361	9,951	5,908	5,465	5,465	5,465	0.0%
Auto Insurance	524-45-02	728	612	728	437	401	401	401	0.0%
Repairs & Mainte	524-46	0	-2,541	0	0	2,690	2,690	1,708	-36.5%
Printing & Bindin	524-47	188	0	31	441	950	950	950	0.0%
Office Supplies	524-51	0	0	0	0	1,045	1,045	1,045	
Operating Suppli	524-52	0	98	70	0	380	380	380	0.0%
Bks/Pubs/Subs	524-54	0	360	35	30	428	428	428	0.0%
Transfer to Capit	581	0	0	0	0				
Operational Costs		14,435	16,041	24,030	28,169	16,635	16,635	15,653	-5.9%
Buildings	524-62								
Machinery & Eq	524-64								
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		69,664	73,108	83,867	86,407	82,911	82,911	81,261	-2.0%

CITY OF GULFPORT
Fiscal Year 2011
Community Development – Code Enforcement Division

MISSION

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

PROGRAMS

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

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

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

PERSONNEL

SALARIES AND WAGES

524-12-01	This includes the Code Enforcement Inspector and 25 percent of the Administrative Assistant.	51,858
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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	3,228
524-22	Medicare – budgeted at 1.45% of salary	755

RETIREMENT

524-22	Retirement	5,741
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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	Covers fuel, labor and repair costs associated with department vehicles.	1,708
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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 2011 PERSONNEL SUMMARY
Community Development – Waterfront Redevelopment

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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	0.50	0.25	0.25
Principal Planner *	-	-	0.25	0.25
Total:	<u>.75</u>	<u>1.00</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 2011 Budget
Redevelopment Trust-WRD
120-5121-559

ACCOUNT	Div	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
	Acct. #	Actual	Actual	Actual	Actual	Approved	Adjusted	Adopted	
	5121559	Expend	Expend	Expend	Expend	Budget	Budget	Budget	
Salaries & Wages	559-12-01	43,061	43,163	54,979	62,705	63,600	63,600	62,097	-2.4%
Vacation Leave	559-12-02	1,549	3,282	1,991	3,387				
Sick Leave	559-12-03	847	1,316	553	903				
Overtime	559-14	105	0	0	0	204	204	204	0.0%
Car Allowance	559-15-03	1,054	1,050	1,054	1,056	1,050	1,050	1,050	
FICA Tax	559-21-01	2,777	2,910	2,399	4,045	4,021	4,021	3,982	-1.0%
Medicare Tax	559-21-02	649	681	561	946	940	940	932	-0.9%
Retirement	559-22-00	4,586	5,104	4,363	6,238	7,065	7,065	6,312	-10.7%
Health Insurance	559-23-01	4,083	4,962	5,090	4,703	5,041	5,041	5,041	0.0%
Disability Insurance	559-23-02	280	228	201	254	283	283	283	0.0%
Life Insurance	559-23-04	151	171	155	188	196	196	196	0.0%
Workers Compensation	559-24	828	694	761	419	466	466	466	0.0%
Unemployment	559-25	0	205	0	0				
People Costs		59,970	63,766	72,107	84,844	82,866	82,866	80,562	-2.8%
Professional & Contractual	559-31	175	175	795	175	4,541	4,541	175	-96.1%
Rental & leases	559-44	5,376	5,798	2,600	6,557	7,050	7,050	7,050	0.0%
Electricity	559-43-01	0	0	6,471	6,599				
General Liability	559-45-01	199	167	1,066	7,309	110	110	110	0.0%
Property	559-45-03	0	14	200	118				
Repairs & Maintenance	559-46	4,549	5,579	9,599	19,519	8,612	8,612	20,947	143.2%
Printing & Binding	559-47	89	0	0	0				
Promotional	559-48	20,000	28,833	36,775	45,836	79,325	79,325	79,325	0.0%
Other Current Chg	559-49	108	162	0	0				
Operating Supplies	559-52	311	4,989	218	4,833				
Interfund Tsf to SPB Looper	559-91	100,000	100,000	100,000	35,000	57,643	57,643	82,251	42.7%
Operational Costs		130,807	145,717	157,724	125,946	157,281	157,281	189,858	20.7%
Imp.O/T Bldg	559-63		77,053	180,584	4,500	25,000	25,000	36,000	
Machinery & Equipment	559-64								
Capital Outlay		0	77,053	180,584	4,500	25,000	25,000	36,000	
DEPARTMENT TOTAL		190,777	286,536	410,415	215,290	265,147	265,147	306,420	15.6%

CITY OF GULFPORT
Fiscal Year 2011
Community Development – Waterfront Redevelopment

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.	62,097
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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	3,982
559-22	Medicare – budgeted at 1.45% of salary	932

RETIREMENT

559-22	Retirement	6,312
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EMPLOYEE INSURANCE

559-23	Insurance is budgeted based on the health plan chosen by each eligible	5,520
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employee. Disability and life insurance are also provided to all full time employees.

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.	175
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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.	20,947
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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. and a new gateway entry signage for district	36,000
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INTERFUND TRANSFERS

581	Covers the cost of transferring money to the St. Pete Beach Looper Trolley special revenue fund	82,251
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Community Development – 49th Street Corridor Redevelopment

PERSONNEL:	FY 2008 ACTUAL	FY 2009 ACTUAL	FY 2010 ACTUAL	FY 2011 BUDGET
Position:				
Director *	0.25	0.25	0.25	0.25
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	0.25	0.50	0.25	0.25
Principal Planner*	-	-	0.25	0.25
Total:	<u>0.75</u>	<u>1.00</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 2011 Budget
Revelopement Trust-49th Street
130-5122-559

ACCOUNT	Div Acct. # 5122-559	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	559-12-01	43,061	43,163	37,769	48,239	56,100	56,100	54,597	-2.7%
Vacation Leave	559-12-02	1,549	3,282	1,991	3,387				
Sick Leave	559-12-03	847	1,316	553	903				
Overtime	559-14	105	0	0	0	204	204	204	0.0%
Car Allowance	559-15-03	1,054	1,050	1,054	1,055	1,050	1,050	1,050	
FICA Tax	559-21-01	2,776	2,911	2,399	3,148	3,556	3,556	3,517	-1.1%
Medicare Tax	559-21-02	649	681	561	736	832	832	823	-1.1%
Retirement	559-22-00	4,586	5,104	4,363	6,238	7,065	7,065	6,312	-10.7%
Health Insurance	559-23-01	4,083	4,962	5,090	4,703	5,041	5,041	5,041	0.0%
Disability Insurance	559-23-02	280	228	201	254	284	284	284	0.0%
Life Insurance	559-23-04	151	171	154	189	196	196	196	0.0%
Workers Compensation	559-24	241	202	222	122	466	466	466	0.0%
Unemployment	559-25	0	205	0	0				
People Costs		59,382	63,275	54,357	68,974	74,794	74,794	72,489	-3.1%
Professional & Contractual	559-31	175	175	6,990	175	2,071	2,071	175	-91.5%
Communications	559-41	485	257	0	0	370	370	370	0.0%
Electricity	559-43-01			373	530				
Rental & leases	559-44	6,000	6,000	0	0				
General Liability	559-45-01	0	0	0	0				
Property	559-45-03		14	0	0				
Printing & Binding	559-47	0	0	0	0	950	950	950	0.0%
Other Current	559-49	0	0	0	0				
Operating Supplies	559-52	2	89	443	1,395				
Transfer to General Fund	581					80,000	80,000		
Transfer to Capital	581					230,017	230,017		
Operational Costs		6,662	6,535	7,806	2,100	313,408	313,408	1,495	-99.5%
Buildings	559-62								
Imp O/T Bldg	559-63	73,267	278,907	294,698	12,106	250,000	250,000	78,000	-68.8%
Capital Outlay		73,267	278,907	294,698	12,106	250,000	250,000	78,000	-68.8%
DEPARTMENT TOTAL		139,311	348,717	356,861	83,180	638,202	638,202	151,984	-76.2%

<p>CITY OF GULFPORT Fiscal Year 2011 <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.	54,597
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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	3,517
559-22	Medicare – budgeted at 1.45% of salary	823

RETIREMENT

559-22	Retirement	6,312
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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.	175
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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 bridges at the linear park on the Tangerine Greenway that is funded with a FDOT grant.	78,000
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Public Safety - Fire Department

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
EMS Manager/Fire Chief	1.00	1.00	1.00	1.00
Fire Captain	-	-	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	1.00	1.00	1.00	1.00
Total:	<u>15.50</u>	<u>15.50</u>	<u>16.50</u>	<u>15.50</u>

CITY OF GULFPORT
FY 2011 Budget
Public Safety-Fire
001-3432-522

ACCOUNT	Div Acct. # 3432-522	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	522-12-01	470,514	568,401	599,298	575,073	754,960	754,960	710,038	-6.0%
Vacation Leave	522-12-02	18,987	12,255	17,653	11,958				
Sick Leave	522-12-03	6,142	14,795	23,031	15,287				
Other Salaries	522-13		10,886	19,735	19,383	10,925	10,925	22,071	102.0%
Overtime	522-14	91,079	85,182	92,403	87,457	100,393	100,393	70,000	
Fire Stipend	522-15-01	1,270	1,070	1,200	990	2,200	2,200	1,100	-50.0%
Incentive	522-15-02	1,350	3,085	5,225	15,270	3,000	3,000	3,000	0.0%
Off-Duty	522-15-06	0	0	0	0	1,000	1,000	0	-100.0%
Court Time	522-15-07	0	108	151	0	500	500	150	-70.0%
Assignment	522-15-11	2,499	665	2,012	3,475	2,100	2,100	2,100	0.0%
Miscellaneous	522-15-12	1,650	2,500	2,125	2,025	2,125	2,125	2,125	0.0%
FICA Tax	522-21-01	35,312	41,854	45,308	44,260	53,124	53,124	52,293	-1.6%
Medicare Tax	522-21-01	8,258	9,788	10,596	10,351	12,424	12,424	12,230	-1.6%
Retirement	522-22-00	28,993	43,587	41,497	36,024	46,832	46,832	54,991	17.4%
Health Insurance	522-23-01	47,610	62,986	66,018	61,660	67,071	67,071	67,071	0.0%
Disability Insurance	522-23-02	2,568	2,645	3,229	3,416	3,334	3,334	3,334	0.0%
Life Insurance	522-23-04	1,359	1,640	1,988	2,010	1,868	1,868	1,868	
Workers Compensation	522-24	48,197	40,935	44,873	24,721	28,978	28,978	28,978	0.0%
Unemployment	522-25	0	0	0	0				
People Costs		765,788	902,382	976,342	913,360	1,090,834	1,090,834	1,031,349	-5.5%
Professional & Contractual	522-31	2,453	1,663	2,885	1,726	4,555	4,555	4,555	0.0%
Other Contractual	522-34	434	740	605	860	696	696	696	0.0%
Travel & Training	522-40	2,208	2,243	773	13	3,057	3,057	2,057	-32.7%
Communications	522-41	4,177	4,004	2,404	2,803	2,984	2,984	2,984	
Electricity	522-43-01	15,575	16,358	4,798	14,171	11,192	11,192	11,192	0.0%
Water/Sewer	522-43-02	1,128	27,598	-23,132	2,858	1,275	1,275	1,275	0.0%
Rentals	522-44	2,265	2,726	3,221	2,726	3,200	3,200	3,200	
General Liability	522-45-01	7,015	5,895	7,015	4,166	3,853	3,853	3,853	0.0%
Auto Ins	522-45-02	3,438	2,889	3,438	2,070	1,888	1,888	1,888	0.0%
Property	522-45-03	10,087	22,754	20,691	24,022	16,261	16,261	16,261	0.0%
Other	522-45-04	668	678	662	718	2,145	2,145	750	-65.0%
Repairs & Maintenance	522-46	14,055	23,129	17,203	10,817	62,576	62,576	57,905	-7.5%
Printing & Binding	522-47	425	506	337	772	641	641	641	0.0%
Promotional	522-48	1,499	1,322	1,402	1,967	1,900	1,900	1,900	0.0%
Office Supplies	522-51	2,098	3,452	2,519	1,660	2,375	2,375	1,500	-36.8%
Operating Supplies	522-52	22,646	15,889	26,389	17,833	25,297	25,297	23,297	-7.9%
Emergency Supplies	522-52-01	-584	0	0	8,235				
Bks/Pubs/Subs	522-54	11,251	10,559	12,495	8,938	13,229	13,229	12,229	-7.6%
Transfer to Capital	581	0	0	0	0				
Operational Costs		100,838	142,405	83,705	106,355	157,124	157,124	146,183	-7.0%
Buildings	522-62	2,700							
Machinery & Equipment	522-64		8,707	5,419	0				
Capital Outlay		2,700	8,707	5,419	0	0	0	0	
DEPARTMENT TOTAL		869,326	1,053,494	1,065,466	1,019,715	1,247,958	1,247,958	1,177,532	-5.6%

CITY OF GULFPORT
Fiscal Year 2011
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 2009 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 2009 our department was dispatched to 2,077 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. **710,038**

OTHER WAGES

522-13 Fire department staffing includes volunteer positions and 1 part time fire inspector. **22,071**

OVERTIME

522-14 Overtime: These funds are used to cover extra hours worked in emergency situations, or to cover shifts during shortages **70,000**

FIRE STIPEND

522-15-01 These funds are used to cover the volunteer firefighters pay. **1,100**

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 **0**

COURT PAY

522-15-07 Pay for off-duty court appearances and depositions **150**

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 **52,293**

522-21-02 Medicare budgeted at 1.45% of salary **12,230**

RETIREMENT

522-22	Retirement is budgeted at the current actuarial valuation of 5.7% for all full time personnel in the fire department	54,991
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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.	2,057
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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
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INSURANCE

522-45-01	General Liability	3,853
522-45-02	Automobile	1,888
522-45-03	Property	16,261
522-45-04	Accidental Death & Dismemberment	750

REPAIRS AND MAINTENANCE

522-46	Cover fuel, labor and repair costs associated with department vehicles.	57,905
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PRINTING AND BINDING

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

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

522-51	Includes all department office supplies	1,500
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OPERATING SUPPLIES

522-52	Includes IAFF shoe allowance, hose replacement, small tools, bunker gear, helmets, gloves, uniforms, personal protective equipment and lifepack 12 batteries	23,297
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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.	12,229
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Public Safety - Police Department

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Police Chief	1.00	1.00	1.00	1.00
Lieutenants	2.00	2.00	1.00	1.00
Police Sergeants	4.00	4.00	5.00	5.00
Police Compliance Sergeant	1.00	1.00	-	-
Detective Sergeant	1.00	1.00	1.00	1.00
Detectives	2.00	2.00	2.00	2.00
Police Officers	18.00	18.00	18.00	18.00
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	-	-
Police Services Supervisor	1.00	1.00	1.00	1.00
School Crossing Guards (P/T)	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Staff Assistant II	1.00	1.00	1.00	1.00
School Resource Officer	1.00	1.00	1.00	1.00
Police Services Specialist	1.00	1.00	1.00	1.00
Youth Resources Officer	1.00	1.00	-	-
Total:	<u>43.00</u>	<u>43.00</u>	<u>40.00</u>	<u>40.00</u>

CITY OF GULFPORT
FY 2011 Budget
Public Safety-Police
001-3434-521

ACCOUNT	Div Acct. # 3432-521	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	521-12-01	1,757,330	1,730,826	1,843,426	1,816,739	1,987,373	1,987,373	2,022,852	1.8%
Vacation Leave	521-12-02	88,405	109,637	119,868	130,985				
Sick Leave	521-12-03	48,715	49,107	66,034	70,781				
Other Salaries	521-13	23,466	27,746	24,594	18,330	35,796	35,796	35,796	0.0%
Overtime	521-14	247,000	178,873	192,904	144,789	130,000	130,000	100,000	
Incentive	521-15-02	27,036	29,367	30,543	31,768	36,620	36,620	36,620	0.0%
Car Allowance	521-15-03	3,261	0	0	0				
Field Training	521-15-05	2,970	1,536	2,549	466	2,150	2,150	2,150	0.0%
Off-Duty	521-15-06	31,868	17,187	7,781	9,331	12,000	12,000	12,000	0.0%
Court Time	521-15-07	14,701	17,312	23,318	20,468	16,075	16,075	16,075	0.0%
Acting Sup.	521-15-10	386	1,166	1,831	3,572	1,000	1,000	1,000	0.0%
Assignment	521-15-11	139	1,222	325	211	2,000	2,000	210	-89.5%
Miscellaneous	521-15-12	17,260	17,935	17,868	19,948	21,775	21,775	21,775	0.0%
Shift Premium	521-15-13	13,523	23,631	32,420	34,051	32,200	32,200	32,200	0.0%
FICA Tax	521-21-01	137,029	134,629	144,166	140,771	144,526	144,526	139,132	-3.7%
Medicare Tax	521-21-02	32,056	31,512	33,716	32,922	33,800	33,800	32,539	-3.7%
Retirement	521-22-00	232,766	269,220	271,810	213,948	259,065	259,065	288,869	
Health Insurance	521-23-01	168,838	170,066	175,126	186,572	190,114	190,114	190,114	0.0%
Disability Insurance	521-23-02	10,175	8,875	9,169	10,183	11,975	11,975	11,975	0.0%
Miscellaneous	521-23-03	0	0	0	0				
Life Insurance	521-23-04	5,401	5,638	5,826	6,250	6,336	6,336	6,336	0.0%
Workers Compensation	521-23-24	109,300	88,413	100,557	55,400	61,577	61,577	61,577	0.0%
Unemployment	521-25	0	2,475	7,490	6,973				
People Costs		2,971,625	2,916,373	3,111,321	2,954,458	2,984,382	2,984,382	3,011,220	
Professional & Contractual	521-31	56,902	61,086	62,759	54,044	58,800	58,800	58,800	0.0%
Court Reporting	521-33	0	702	158	206	700	700	700	0.0%
Other Contractual	521-34	13,193	32,623	15,604	16,449	8,059	8,059	8,059	
Travel & Training	521-40	16,321	14,333	9,444	9,507	9,000	9,000	7,500	-16.7%
Communications	521-41	53,653	49,972	46,229	53,006	42,909	42,909	42,909	0.0%
Electricity	521-43-01	29,292	34,646	35,424	34,236	32,059	32,059	32,059	0.0%
Water/Sewer	521-43-02	5,118	3,542	3,578	3,734	5,128	5,128	5,128	0.0%
Other	521-43-03	625	642	598	592	650	650	650	0.0%
Rentals	521-44	2,799	6,644	8,341	1,917	5,530	5,530	5,530	0.0%
General Liability	521-45-01	25,886	21,751	25,886	15,377	14,218	14,218	14,218	0.0%
Auto Ins	521-45-02	39,173	32,914	39,172	23,588	21,515	21,515	21,515	0.0%
Property	521-45-03	8,739	19,713	17,926	20,811	14,087	14,087	14,087	0.0%
Other	521-45-04	1,670	1,670	1,670	0	4,919	4,919	2,500	-49.2%
Repairs & Maintenance	521-46	87,741	66,279	63,819	54,033	158,405	158,405	178,179	12.5%
Printing & Binding	521-47	2,238	1,976	1,226	466	1,000	1,000	1,000	0.0%
Promotional	521-48	7,914	1,548	2,042	1,045	2,000	2,000	1,000	-50.0%
Office Supplies	521-51	27,253	12,748	13,445	11,388	12,500	12,500	10,000	-20.0%
Operating Supplies	521-52	54,626	34,305	27,279	26,248	18,400	18,400	18,400	0.0%
Explorer Exp	521-52-01	36	46	159	182	1,000	1,000	1,000	0.0%
Bks/Pubs/Subs	521-54	20,087	28,538	26,751	19,214	26,575	26,575	24,575	-7.5%
Transfer to Capital	581	0	0	0	0				
Operational Costs		453,266	425,678	401,510	346,043	437,454	437,454	447,809	2.4%
Improvements	521-63	4,975							
Machinery & Equipment	521-64	60,993	27,161	16,967	5,406	5,000	5,000	5,000	0.0%
Capital Outlay		65,968	27,161	16,967	5,406	5,000	5,000	5,000	0.0%
DEPARTMENT TOTAL		3,490,859	3,369,212	3,529,798	3,305,907	3,426,836	3,426,836	3,464,029	1.1%

CITY OF GULFPORT
Fiscal Year 2011
Public Safety - Police Department

MISSION

The mission of the Gulfport Police Department is to professionally prevent or resolve safety, crime, and quality-of-life issues in cooperation with the residents, visitors, and businesses of Gulfport.

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 **2,058,648** 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 **100,000** 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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ACTING SUPERVISOR

521-15-10	Pay for acting supervisor situations as defined in FOP contract	1,000
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ASSIGNMENT

521-15-11		210
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MISCELLANEOUS

521-15-12		21,775
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SHIFT PREMIUM

521-15-13	Employees working the night shift are paid a higher rate	32,200
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FICA & MEDICARE

521-21-01	FICA budgeted at 6.2% of salary	139,132
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521-21-02	Medicare budgeted at 1.45% of salary	32,539
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RETIREMENT

521-22	Retirement is budgeted at the current actuarial valuation of 15.9% 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.	288,869
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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.	7,500
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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	Accidental Death & Dismemberment	2,500

REPAIRS AND MAINTENANCE

521-46	Covers the cost of operating and maintaining all police vehicles, equipment, computers, and software.	178,179
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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.	1,000
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OFFICE SUPPLIES

521-51	Includes office supplies and copy paper for the police department.	10,000
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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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EXPLORER

521-51	Includes expenses associated with the explorers program	1,000
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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	24,575
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MACHINERY & EQUIPMENT

521-64	Portable Video Equipment replacement	5,000
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Public Works - Office of the Director

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
Public Works-Director
001-5151-536

ACCOUNT	Div Acct. # 5151-536	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	536-12-01	50,770	50,490	50,856	47,732	60,288	60,288	60,683	0.7%
Vacation Leave	536-12-02	2,802	3,488	3,771	6,065				
Sick Leave	536-12-03	1,894	912	1,543	6,101				
Overtime	536-14	27	22	0	36	102	102	102	0.0%
Car Allowance	536-15-03	2,173	2,100	2,108	2,111	2,100	2,100	2,100	
FICA Tax	536-21-01	3,444	3,403	3,467	3,691	3,874	3,874	3,899	0.7%
Medicare Tax	536-21-02	805	796	811	863	906	906	911	0.6%
Retirement	536-22-00	5,897	5,395	5,552	5,576	7,402	7,402	7,066	-4.5%
Health Insurance	536-23-01	4,707	5,842	5,842	6,304	5,842	5,842	5,842	0.0%
Disability Insurance	536-23-02	365	271	275	319	454	454	454	0.0%
Life Insurance	536-23-04	198	227	229	262	336	336	336	0.0%
Workers Compensation	536-24	299	251	274	151	169	169	169	0.0%
Unemployment	536-25	0	0	0	0				
People Costs		73,381	73,197	74,728	79,211	81,473	81,473	81,563	0.1%
Professional & Contractual	536-31	3,884	2,185	3,240	6,867	5,000	5,000	3,000	-40.0%
Other Contractual	536-34	7,429	10,272	9,407	10,262	10,262	10,262	10,262	0.0%
Travel & Training	536-40	1,130	1,810	2,424	685	2,390	2,390	2,390	
Communications	536-41	3,524	4,420	3,171	3,049	4,068	4,068	4,068	0.0%
Electricity	536-43-01	9,095	9,924	9,791	10,714	11,200	11,200	11,200	0.0%
Water/Sewer	536-43-02	200							
Other	536-43-03	0							
General Liability	536-45-01	631	530	631	375	347	347	347	0.0%
Property	536-45-03	4,980	11,235	10,217	11,860	8,029	8,029	8,029	0.0%
Repairs & Maintenance	536-46	1,346	1,173	4,685	1,530	2,700	2,700	2,200	
Printing & Binding	536-47	706	355	941	332	475	475	475	0.0%
Promotional	536-48	560	195	388	119	238	238	238	0.0%
Office Supplies0	536-51	1,925	1,883	1,722	1,072	1,425	1,425	1,425	
Operating Supplies	536-52	1,491	739	199	134	475	475	475	0.0%
Hurrican Sup	536-52-01	1,080		0	0				
Bks/Pubs/Subs	536-54	1,467	1,787	1,130	1,003	455	455	455	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		39,448	46,508	47,946	48,002	47,064	47,064	44,564	-5.3%
Buildings	536-62								
Machinery & Equipment	536-64		1,973						
Capital Outlay		0	1,973	0	0	0	0	0	
DEPARTMENT TOTAL		112,829	121,678	122,674	127,213	128,537	128,537	126,127	-1.9%

CITY OF GULFPORT
Fiscal Year 2011
Public Works - Office of the Director

MISSION

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

PERSONNEL

SALARIES AND WAGES

536-12-01	This includes 50% of Director and 50% Administrative Assistants' salary	60,683
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OTHER WAGES

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

FICA & MEDICARE

536-21-01	FICA	3,899
536-21-02	Medicare	911

RETIREMENT

536-22-00	Retirement	7,066
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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.	3,000
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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 (\$400), repairs to base station (\$400), repair to key entry system (\$600) and gate system (\$800)	2,200
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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**

OFFICE SUPPLIES

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

OPERATING SUPPLIES

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

MEMBERSHIPS AND REGISTRATIONS

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

CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Public Works - Streets

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Supervisor *	0.50	0.50	0.50	0.50
Maintenance Workers II **	1.00	1.00	1.00	1.00
Equipment Operator	1.00	1.00	1.00	1.00
Crew Leader*	0.50	0.50	0.50	-
Total:	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.50</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 2011 Budget
Public Works-Streets
001-5153-541

ACCOUNT	Div Acct. # 5153-541	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	541-12-01	103,998	115,607	88,654	92,250	102,975	102,975	77,838	-24.4%
Vacation Leave	541-12-02	8,187	8,347	7,662	8,214				
Sick Leave	541-12-03	1,613	3,744	14,225	6,300				
Other Salaries	541-13	1,152	2,753	0	0	1,662	1,662	0	-100.0%
Overtime	541-14	2,281	3,335	2,668	4,815	3,060	3,060	3,060	
Miscellaneous	541-15-12	57	0						
FICA Tax	541-21-01	6,927	7,487	6,431	6,398	6,664	6,664	5,016	-24.7%
Medicare Tax	541-21-02	1,620	1,751	1,504	1,496	1,558	1,558	1,173	-24.7%
Retirement	541-22-00	10,994	6,895	7,846	3,771	13,358	13,358	7,211	-46.0%
Health Insurance	541-23-01	14,589	15,730	17,144	14,739	27,300	27,300	27,300	0.0%
Disability Insurance	541-23-02	932	557	545	867	612	612	612	0.0%
Life Insurance	541-23-04	336	255	217	276	324	324	324	0.0%
Workers Compensation	541-24	12,763	10,694	11,721	6,458	7,178	7,178	7,178	0.0%
Unemployment	541-25	0	0	0	275				
People Costs		165,449	177,155	158,617	145,859	164,691	164,691	129,712	-21.2%
Professional & Contractual	541-31	0	0	0	0				
Other Contractual	541-34	42,722	41,883	57,561	40,284	28,950	28,950	28,950	
Electricity	541-43-01	169,328	174,493	182,958	198,461	202,121	202,121	202,121	0.0%
Water/Sewer	541-43-02	403	569	466	369	0	0	0	
Rental & leases	541-44	343	4,081	4,445	2,980	5,000	5,000	3,500	-30.0%
General Liability	541-45-01	37,450	31,467	37,449	22,245	20,568	20,568	20,568	0.0%
Auto Ins	541-45-02	2,729	2,292	2,730	1,643	1,499	1,499	1,499	0.0%
Property	541-45-03	569	1,282	1,166	1,354	917	917	917	0.0%
Repairs & Maintenance	541-46	14,286	-15,286	15,971	19,485	46,556	46,556	38,289	
Operating Supplies	541-52	20,006	10,162	9,804	9,020	16,900	16,900	11,900	-29.6%
Road Material	541-53	10,885	8,448	9,412	6,267	8,000	8,000	8,000	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		298,721	259,391	321,962	302,108	330,511	330,511	315,744	-4.5%
Improvements	541-63		1,682	1,248	2,376	2,000	2,000	2,000	0.0%
Machinery & Equipment	541-64	3,177	16,262		4,670				
Capital Outlay		3,177	17,944	1,248	7,046	2,000	2,000	2,000	0.0%
DEPARTMENT TOTAL		467,347	454,490	481,827	455,013	497,202	497,202	447,456	-10.0%

CITY OF GULFPORT
Fiscal Year 2011
Public Works - Streets

MISSION

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

PERSONNEL

SALARIES AND WAGES

541-12-01	This includes 50% of the supervisor and the salary for the equipment operator and maint. Worker II.	77,838
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OTHER WAGES

541-13	Other Salaries	0
541-14	Overtime	3,060

FICA & MEDICARE

541-21-01	FICA	5,016
541-21-02	Medicare	1,173

RETIREMENT

541-22-00	Retirement	7,211
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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
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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.	3,500
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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		38,289
	Garage vehicle maintenance (FINANCE)	(17,834)
	Equipment maintenance and welding	(4,000)
	Traffic signal maintenance - 3% increase - Pinellas County	(16,455)

OPERATING SUPPLIES

541-52		11,900
	Uniforms	(450)
	Hand tools	(1,000)
	Street signs	(5,000)
	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 2011 PERSONNEL SUMMARY
Building Maintenance

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Maintenance Worker II	1.00	1.00	1.00	1.00
Utility Services Worker II	1.00	-	-	-
Maintenance Worker III		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 2011 Budget
Public Works-Building Maintenance
001-5120-519

ACCOUNT	Div Acct. # 5120-519	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	519-12-01	53,694	56,230	59,284	61,949	70,145	70,145	68,267	-2.7%
Vacation Leave	519-12-02	4,872	4,378	4,938	4,908				
Sick Leave	519-12-03	2,757	4,708	3,866	3,176				
Overtime	519-14	1,367	1,312	1,956	1,020	510	510	510	0.0%
FICA Tax	519-21-01	3,741	4,088	4,295	4,351	4,381	4,381	4,265	
Medicare Tax	519-21-02	875	956	1,005	1,017	1,024	1,024	997	-2.6%
Retirement	519-22-00	5,036	3,108	3,536	2,374	9,119	9,119	7,680	-15.8%
Health Insurance	519-23-01	9,011	9,912	6,011	8,423	9,912	9,912	9,912	0.0%
Disability Insurance	519-23-02	335	314	322	373	386	386	386	0.0%
Life Insurance	519-23-04	177	196	202	228	204	204	204	0.0%
Workers Compensation	519-24	4,419	3,703	4,059	2,236	2,485	2,485	2,485	0.0%
Unemployment	519-25	0	0	0	0				
People Costs		86,284	88,905	89,474	90,055	98,166	98,166	94,706	-3.5%
Professional & Contractual	519-31	10,999	0	0	0				
Other Contractual	519-34	9,940	28,417	31,950	31,203	33,478	33,478	35,918	7.3%
Travel/Per Diem	519-40	258	0	0	0				
Communications	519-41	1,191	1,224	1,355	1,927	1,290	1,290	1,290	
Electricity	519-43-01	13,626	16,312	16,625	15,975	15,228	15,228	15,228	0.0%
Water/Sewer	519-43-02	1,891	1,744	1,823	1,923	2,472	2,472	2,472	0.0%
Rental & leases	519-44	40	345	257	134	500	500	500	0.0%
Auto Ins	519-45-02	943	792	943	568	518	518	518	0.0%
Property	519-45-03	5,947	13,416	12,200	14,164	9,587	9,587	9,587	0.0%
Repairs & Maintenance	519-46	12,809	537	6,389	54,110	48,627	48,627	60,004	23.4%
Printing & Binding	519-47	461	150	55	0				
Office Supplies	519-51	170	79	9	11	190	190	190	0.0%
Operating Supplies	519-52	13,740	11,748	11,915	9,502	12,000	12,000	12,000	0.0%
Books/Pubs	519-54			10	0				
Transfer to Capital	581	0	0	0	0				
Operational Costs		72,015	74,764	83,531	129,517	123,890	123,890	137,707	11.2%
Buildings	519-62								
Machinery & Equipment	519-64		1,709		3,843				
Capital Outlay		0	1,709	0	3,843	0	0	0	
DEPARTMENT TOTAL		158,299	165,378	173,005	223,415	222,056	222,056	232,413	4.7%

CITY OF GULFPORT
Fiscal Year 2011
Building Maintenance

MISSION

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

PERSONNEL

SALARIES AND WAGES

519-12-01	This includes a Maintenance Worker III and a Maintenance Worker II	68,267
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OTHER WAGES

519-14	Overtime	510
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FICA & MEDICARE

519-21-01	FICA	4,265
51921-02	Medicare	997

RETIREMENT

519-22-00	Retirement	7,680
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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**

OPERATIONS

OTHER CONTRACTUAL

519-34 **35,918**

Janitorial services and grease trap cleaning	(14,552)
Pest control	(2,100)
Filter service	(12,742)
Air conditioning maintenance & service	(6,524)

COMMUNICATIONS

519-41 Centranet, Alltel **1,290**

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**

INSURANCE

519-45-02 Automotive **518**
519-45-02 Property **9,587**

REPAIRS AND MAINTENANCE

519-46 **15,004**

Miscellaneous repair supplies	(1,500)
Air conditioner repairs	(1,600)
Fire equipment servicing and stove hood inspection	(1,250)
Vehicle maintenance	(6,654)
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.	45,000
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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 2011 PERSONNEL SUMMARY
Vehicle Maintenance

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
Public Works-Garage
001-5150-590

ACCOUNT	Div Acct. #	FY06 Actual 5150-590 Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	590-12-01	87,005	83,614	88,085	90,560	102,978	102,978	101,791	-1.2%
Vacation Leave	590-12-02	3,651	8,034	7,552	7,636				
Sick Leave	590-12-03	1,986	6,926	4,766	5,852				
Overtime	590-14	2,212	547	1,971	1,377	1,500	1,500	1,500	0.0%
Assignment Pay	590-15-11	362	0	0	347				
Miscellaneous	590-15-12	1,854	44	0	0				
FICA Tax	590-21-01	5,945	6,072	6,260	6,481	6,638	6,638	6,404	-3.5%
Medicare Tax	590-21-02	1,390	1,420	1,464	1,516	1,552	1,552	1,498	-3.5%
Retirement	590-22-00	8,477	4,868	5,539	3,465	13,387	13,387	11,446	-14.5%
Health Insurance	590-23-01	7,237	7,961	7,961	8,423	7,961	7,961	8,936	12.2%
Disability Insurance	590-23-02	522	483	491	557	567	567	567	0.0%
Life Insurance	590-23-04	276	298	302	338	300	300	300	0.0%
Workers Compensation	590-24	5,503	4,610	5,055	2,784	3,095	3,095	3,095	0.0%
Unemployment	590-25	0	0	0	0				
People Costs		126,420	124,877	129,446	129,336	137,978	137,978	135,537	-1.8%
Travel/Per Diem	590-40	428	8	0	487	950	950	950	0.0%
Communications	590-41	548	463	9	16	126	126	126	
Electricity	590-43-01	95	95	0	0	2,785	2,785	2,785	0.0%
Water/Sewer	590-43-02	710	760	837	775				
Other	590-43-03	1,726	1,432	1,422	1,579				
General Liability	590-45-01	499	419	499	297	273	273	273	0.0%
Auto Ins	590-45-02	548	460	548	330	300	300	300	0.0%
Property Ins	590-45-03	425	31	1,575	246	2,244	2,244	2,244	0.0%
Other Ins	590-45-04	2,806	2,814	2,867	2,375	4,213	4,213	4,213	
Repairs & Maintenance	590-46	13,103	27,654	25,008	26,087	28,285	28,285	27,706	-2.0%
Office Supplies	590-51	68	179	89	80	143	143	143	0.0%
Operating Supplies	590-52	80,386	90,866	93,457	97,280	113,294	113,294	113,294	
Inventory Resale	590-52-01	207,228	222,187	279,016	189,199	233,489	233,489	233,489	0.0%
Bks/Pubs/Subs	590-54	1,916	1,431	1,424	0	1,900	1,900	1,900	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		310,391	348,799	406,751	318,751	388,002	388,002	387,423	-0.1%
Buildings	590-62								
Machinery & Equipment	590-64		1,499	5,525	3,753	2,800	2,800	0	-100.0%
Capital Outlay		0	1,499	5,525	3,753	2,800	2,800	0	-100.0%
DEPARTMENT TOTAL		436,811	475,175	541,722	451,840	528,780	528,780	522,960	-1.1%

CITY OF GULFPORT
Fiscal Year 2011
Vehicle Maintenance

MISSION

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

PERSONNEL

SALARIES AND WAGES

590-12-01	Garage Supervisor & Fleet Maintenance Assistant	101,791
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OTHER WAGES

590-14	Overtime	1,500
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FICA & MEDICARE

590-21-01	FICA	6,404
590-21-02	Medicare	1,498

RETIREMENT

590-22-00	Retirement	11,446
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EMPLOYEE INSURANCE

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

590-23-01	Health Insurance	8,936
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**

OPERATING COSTS

TRAVEL & PER DIEM

590-40 Miscellaneous seminars **950**

COMMUNICATIONS

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

UTILITIES

590-43-01 Electricity **2,785**

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 **27,706**
Vehicle maintenance (1,806)
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**

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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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Public Works - Sanitation

	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 ACTUAL</u>	<u>FY 2011 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 @ *)	6.25	6.25	6.25	6.25
Crew Leader*	0.25	0.25	0.25	-
Total:	<u>14.15</u>	<u>14.15</u>	<u>14.15</u>	<u>13.90</u>

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

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

CITY OF GULFPORT
FY 2011 Budget
Sanitation
400-5110-534

ACCOUNT	Div Acct. #	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	534-12-01	396,618	376,268	406,826	419,509	496,419	496,419	481,520	-3.0%
Vacation Leave	534-12-02	26,198	42,020	26,622	33,670				
Sick Leave	534-12-03	16,057	18,209	26,736	23,024				
OtherSalaries	534-13	2,534	0	0	85				
Overtime	534-14	15,128	12,572	14,668	22,500	14,105	14,105	14,105	
Car Allowance	534-15-03	869	840	843	844	840	840	840	0.0%
Miscellaneous	534-15-12	60	0	73	0				
FICA Tax	534-21-01	26,621	25,706	27,631	28,844	31,127	31,127	30,804	-1.0%
Medicare Tax	534-21-02	6,226	6,012	6,462	6,745	7,280	7,280	7,204	-1.0%
Retirement	534-22-00	37,268	43,187	45,852	35,475	62,814	62,814	51,110	-18.6%
Health Insurance	534-23-01	63,987	81,268	82,339	86,531	88,847	88,847	88,847	0.0%
Disability Insurance	534-23-02	2,094	2,037	2,014	2,212	2,624	2,624	2,624	0.0%
Life Insurance	534-23-04	1,176	1,362	1,426	1,542	1,424	1,424	1,424	0.0%
Workers Compensation	534-24	71,283	59,725	65,466	37,611	40,088	40,088	40,088	0.0%
Unemployment	534-25	0	217	0	0				
Opeb	534-29	0	0	0	3,535				
People Costs		666,119	669,423	706,958	702,126	745,568	745,568	718,565	
Professional	534-31	0	0	0	0	0	0	0	
Other Contractual	534-34	459,141	434,639	424,853	383,646	570,550	570,550	420,550	-26.3%
Communications	534-41	7,538	8,801	8,191	8,551	13,805	13,805	13,805	0.0%
Electricity	534-43-01	2,368	2,022	2,131	2,286	2,359	2,359	2,359	0.0%
Water/Sewer	534-43-02	2,645	5,335	4,143	1,940	5,335	5,335	5,335	0.0%
General Liability	534-45-01	4,640	3,898	4,639	2,585	2,548	2,548	2,548	0.0%
Auto Ins	534-45-02	4,775	4,012	4,775	2,875	2,622	2,622	2,622	
Property	534-45-03	1,374	3,374	2,818	3,272	2,214	2,214	2,214	0.0%
Repairs & Maintenance	534-46	188,201	220,053	206,089	291,859	232,957	232,957	192,174	-17.5%
Printing & Binding	534-47	500	210	0	1,000	1,500	1,500	1,500	
Promotional	534-48	1,253	3,602	3,214	1,717	5,090	5,090	5,090	0.0%
Other Chgs	534-49	0	1,350	0	0				
Admn Chg	534-49-02	176,440	180,319	183,370	186,688	181,532	181,532	178,487	-1.7%
Office Supplies	534-51		355			3,200	3,200	3,200	0.0%
Operating Supplies	534-52	32,243	31,375	30,210	97,958	67,335	67,335	67,335	0.0%
Operating Supplies	534-52-05	0	0	0	0				
Depreciation	534-59	149,694	142,251	133,353	136,348				
Transfer to General Fund	534-91-05	0	0	136,402	139,491	100,000	100,000	127,727	27.7%
Operational Costs		1,030,812	1,041,596	1,144,188	1,260,216	1,191,047	1,191,047	1,024,946	-13.9%
Buildings	534-62	0	0	0	0	0	0	0	
Imp O/T Bldgs	534-63	8,368	0	0	0	0	0	6,850	
Machinery & Equipment	534-64	99,707	200,284	173,642	0	192,500	192,500	243,000	26.2%
Capital Outlay		108,075	200,284	173,642	0	192,500	192,500	249,850	29.8%
DEPARTMENT TOTAL		1,805,006	1,911,303	2,024,788	1,962,342	2,129,115	2,129,115	1,993,361	-6.4%

CITY OF GULFPORT
Fiscal Year 2011
Public Works - Sanitation

MISSION

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

PERSONNEL

SALARIES AND WAGES

534-12-01	Includes equipment operators, maintenance worker II's, a portion of the director, staff assistant and a crew leader	481,520
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OTHER WAGES

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

FICA & MEDICARE

534-21-01	FICA	30,804
534-21-02	Medicare	7,204

RETIREMENT

534-22-00	Retirement	51,110
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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		420,550
	Tipping fees	(390,000)
	Temporary help	(10,000)
	Freon disposal	(1,500)
	Utility billing	(2,400)
	Janitorial services - 17.1%	(13,400)
	Annual pest control – 4.5%	(300)
	Generator annual service (1/2 of cost – FD 50%	(200)
	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		192,174
	Maintenance of radios, lids on containers, welding repairs	(3,000)
	Vehicle maintenance	(189,174)

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..		178,487
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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

534-63	Gate replacement at Neighborhood Center		6,850
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534-64	Replace side loader garbage truck	225,000
	Replace pick-up truck	18,000

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	127,727
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Public Works - Water

	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 ACTUAL</u>	<u>FY 2011 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.15	0.15	0.15	0.15
Administrative Assistant *	0.15	0.15	0.15	0.15
Utilities Supervisor **	0.50	0.50	0.50	0.50
Utility Service Workers II **	2.00	2.00	2.00	2.00
Utility Service Workers III **	0.50	0.50	0.50	0.50
Total:	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>

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

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

CITY OF GULFPORT
FY 2011 Budget
Water
410-5171-536

ACCOUNT	Div Acct. # 5171-536	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	536-12-01	120,561	132,885	157,382	163,327	164,678	164,678	161,629	-1.9%
Vacation Leave	536-12-02	7,534	10,953	12,206	13,801				
Sick Leave	536-12-03	3,779	2,425	2,180	4,421				
Overtime	536-14	6,841	10,715	11,946	12,893	7,140	7,140	7,140	0.0%
Car Allowance	536-15-03	652	630	632	633	630	630	630	
Miscellaneous	536-15-12	0	2	0	0				
FICA Tax	536-21-01	8,162	9,207	10,742	11,405	10,692	10,692	10,507	-1.7%
Medicare Tax	536-21-02	1,909	2,153	2,512	2,668	2,500	2,500	2,458	-1.7%
Retirement	536-22-00	12,276	12,513	12,994	12,384	21,271	21,271	17,494	-17.8%
Health Insurance	536-23-01	17,659	17,885	21,515	23,065	21,505	21,505	21,505	0.0%
Disability Insurance	536-23-02	667	651	805	946	896	896	896	0.0%
Life Insurance	536-23-04	354	421	529	597	501	501	501	0.0%
Workers Compensation	536-24	6,642	5,566	5,931	3,361	3,735	3,735	3,735	0.0%
Unemployment	536-25	0	0	0	0				
OPEB	536-29	0	0	0	2,356				
People Costs		187,036	206,006	239,374	251,857	233,548	233,548	226,495	-3.0%
Professional	536-31	0	8,371	0	2,500				
Other Contractual	536-34	1,371,655	1,442,419	1,480,987	1,439,678	1,642,874	1,642,874	1,646,082	0.2%
Travel/Per Diem	536-40	60	320	0	0				
Communications	536-41	6,812	9,021	8,449	9,519	14,439	14,439	14,439	0.0%
Rentals & Leases	536-44	56	53	0	0	2,560	2,560	2,560	0.0%
General Liability	536-45-01	1,009	848	1,009	600	554	554	554	0.0%
Auto Ins	536-45-02	2,181	1,833	2,181	1,314	1,198	1,198	1,198	0.0%
Property	536-45-03	1,002	2,233	2,057	2,387	1,617	1,617	1,617	
Repairs & Maintenance	536-46	9,853	16,497	7,925	31,978	9,763	9,763	9,563	-2.0%
Printing & Binding	536-47	3,262	3,283	3,168	4,257	8,500	8,500	8,500	0.0%
Admn Chg	536-49-02	197,081	218,312	241,781	241,126	213,117	213,117	213,117	
Office Supplies	536-51	142	829	365	0	3,200	3,200	3,200	0.0%
Operating Supplies	536-52	17,653	88,027	35,574	58,535	64,140	64,140	64,140	0.0%
Books/Pubs/Subs	536-54	320	0	85	0	380	380	380	0.0%
Depreciation	536-59	23,712	295,003	351,100	337,874				
Transfer TO General Fund	536-91	0	0	174,299	606,903	0	0	539,463	
Non Op Int Exp	536-93	875	5,747	9,146	2,237				
Operational Costs		1,635,673	2,092,796	2,318,126	2,738,908	1,962,342	1,962,342	2,504,813	27.6%
Buildings	534-62								
Imp O/T Bldgs	534-63	365,999	624,057	149,536	0	400,000	400,000	0	-100.0%
Machinery & Equipment	534-64	28,009	52,523	47,338	0	34,800	34,800	37,300	7.2%
Capital Outlay		394,008	676,580	196,874	0	434,800	434,800	37,300	-91.4%
DEPARTMENT TOTAL		2,216,717	2,975,382	2,754,374	2,990,765	2,630,690	2,630,690	2,768,608	5.2%

CITY OF GULFPORT
Fiscal Year 2011
Public Works - Water

MISSION

The Water Division responsibilities include the operation, maintenance and repair of the City owned potable water distribution system. The water distribution system consists of 38.5 miles of 1 ½ inch to 4 inch pipes, 27.3 miles of 6 inch to 12 inch pipes, 5723 water meters, 329 backflow preventers and 276 fire hydrants and consumption averages 19.5 million gallons per week. The water is provided by the City of St. Petersburg.

PERSONNEL

SALARIES AND WAGES

536- 12-01 Includes utility service worker II's, a portion of the director, staff assistant, a utility supervisor and a utility service worker III. **161,629**

OTHER WAGES

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

FICA & MEDICARE

536-21-01	FICA	10,507
536-21-02	Medicare	2,458

RETIREMENT

536-22-00	Retirement	17,494
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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		1,646,082
	City of St Petersburg water fees - based on 4-year average and projected use	(1,623,364)
	Mandatory monthly water sampling/bacteria, coliform, mandatory trihalomethane sampling quarterly	(5,000)
	Utility billing internet customer access - 1/2 water	(4,208)
	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)	(3,000)
	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	(2,400)

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			9,563
	Vehicle maintenance	(8,563)	
	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
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MACHINERY & EQUIPMENT

536-63	Backflow prevention management software	2,500
536-64	Main Line Valves	30,000
536-64	Water meter replacement	4,800

TRANSFERS

536-91	Transfer of net operations profit to the General Fund in the form of a PILOT or Payment in Lieu of Taxes	539,463
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CITY OF GULFPORT
Fiscal Year 2011
Public Works – Sewer

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
Sewer
410-5172-536

ACCOUNT	Div Acct. #	FY06 Actual 5172-536 Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	536-12-01	101,353	102,061	130,737	135,492	164,678	164,678	161,629	-1.9%
Vacation Leave	536-12-02	6,531	9,522	10,994	12,413				
Sick Leave	536-12-03	3,611	1,853	1,823	3,626				
Overtime	536-14	5,318	6,806	8,358	8,726	7,140	7,140	7,140	0.0%
Car Allowance	536-15-03	652	630	632	633	630	630	630	
Miscellaneous	536-15-12	0	2	0	0				
FICA Tax	536-21-01	7,038	7,081	8,908	9,470	10,692	10,692	10,507	-1.7%
Medicare Tax	536-21-02	1,646	1,656	2,083	2,215	2,500	2,500	2,458	-1.7%
Retirement	536-22-00	12,275	12,513	12,994	12,384	21,271	21,271	17,676	-16.9%
Health Insurance	536-23-01	17,648	17,660	21,515	23,065	21,505	21,505	21,505	0.0%
Disability Insurance	536-23-02	667	651	805	946	896	896	896	0.0%
Life Insurance	536-23-04	354	421	529	597	501	501	501	0.0%
Workers Compensation	536-24	6,642	5,566	5,931	3,361	3,735	3,735	3,735	0.0%
Unemployment	536-25	0	0	0	0				
People Costs		163,735	166,422	205,309	212,928	233,548	233,548	226,677	-2.9%
Professional	536-31	0	0	0	0				
Other Contractual	536-34	530,111	700,182	611,938	690,692	637,275	637,275	637,275	
Communications	536-41	8,486	9,198	7,963	8,417	13,805	13,805	13,805	0.0%
Electricity	536-43-01	11,057	15,480	13,427	15,048	14,385	14,385	14,385	0.0%
Water/Sewer	536-43-02	2,005	786	705	2,137	828	828	828	0.0%
Rentals & Leases	536-44	56	55	44	64	2,060	2,060	2,060	0.0%
General Liability	536-45-01	754	633	753	552	414	414	414	0.0%
Auto Ins	536-45-02	1,095	920	1,344	811	602	602	602	0.0%
Property	536-45-03	1,002	2,233	1,497	2,299	1,617	1,617	1,617	
Repairs & Maintenance	536-46	70,629	19,749	27,182	31,384	20,073	20,073	18,125	-9.7%
Admn Chg	536-49-02	141,647	156,559	162,293	152,720	160,545	160,545	160,545	0.0%
Office Supplies	536-51	0	144	515	0	1,140	1,140	1,140	
Operating Supplies	536-52	39,308	27,056	29,311	35,342	34,450	34,450	34,450	0.0%
Books/Pubs/Subs	536-54	0	0	0	0				
Depreciation	536-59	62,202	96,806	127,623	142,339				
Transfer to General Fund	536-91	0	0	119,362	122,503	0	0	0	
Non Op Int Exp	536-93	0	0	0	0				
Operational Costs		868,352	1,029,801	1,103,957	1,204,308	887,194	887,194	885,246	-0.2%
Buildings	534-62								
Imp O/T Bldgs	534-63	501,130	560,504	642,982	0	300,000	300,000	0	-100.0%
Machinery & Equipment	534-64	3,000	29,532	0	0	70,000	70,000	50,000	-28.6%
Capital Outlay		504,130	590,036	642,982	0	370,000	370,000	50,000	-86.5%
DEPARTMENT TOTAL		1,536,217	1,786,259	1,952,248	1,417,236	1,490,742	1,490,742	1,161,923	-22.1%

CITY OF GULFPORT
Fiscal Year 2011
Public Works – Sewer

MISSION

The Sewer Division responsibilities include the operation, maintenance and repair of the City owned sanitary sewer collection system. The wastewater collection system consists of 37 miles of gravity sanitary sewer lines, 714 manholes, 2 miles of force main, 2 lift stations and 105 miles of service laterals and averages 5.88 million gallons per week. Wastewater treatment is provided by the City of St. Petersburg's Southwest Water Treatment Plant. Wastewater flows have continued to trend downward since 2003 due to inflow and infiltration reduction efforts by slip lining existing pipes and rehabilitating manholes.

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.	161,629
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OTHER WAGES

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

FICA & MEDICARE

536-21-01	FICA	10,507
536-21-02	Medicare	2,458

RETIREMENT

536-22-00	Retirement	17,676
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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

OPERATING COSTS

OTHER CONTRACTUAL

536-34 637,275

Safety training (1,250)
City of St. Petersburg sewer fees (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 18,125

Vehicle maintenance (5,375)
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

536-64	Lift station #2 replacement	50,000
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CITY OF GULFPORT
Fiscal Year 2011
Public Works - Stormwater

PERSONNEL:	FY 2008 ACTUAL	FY 2009 ACTUAL	FY 2010 ACTUAL	FY 2011 BUDGET
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	-	-	-
Crew Leader*		0.25	0.25	-
Total:	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.00</u>

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

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

CITY OF GULFPORT
FY 2011 Budget
Stormwater
410-5173-538

ACCOUNT	Div Acct. #	FY06 Actual 5173-538 Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	538-12-01	38,489	44,545	40,180	48,893	62,112	62,112	60,347	-2.8%
Vacation Leave	538-12-02	6,507	5,371	4,086	5,202				
Sick Leave	538-12-03	456	1,546	7,100	3,332				
Overtime	538-14	1,262	1,124	1,135	2,688	2,040	2,040	2,040	0.0%
Miscellaneous	538-15-12	57	0	0	0				
FICA Tax	538-21-01	2,556	2,942	2,965	3,395	3,977	3,977	3,867	-2.8%
Medicare Tax	538-21-02	598	688	693	794	930	930	905	-2.7%
Retirement	538-22-00	4,369	4,785	4,825	3,777	7,848	7,848	6,287	-19.9%
Health Insurance	538-23-01	7,014	7,996	8,393	9,188	7,767	7,767	7,767	0.0%
Disability Insurance	538-23-02	262	246	254	314	255	255	255	0.0%
Life Insurance	538-23-04	139	152	135	167	153	153	153	0.0%
Workers Compensation	538-24	2,560	2,145	4,809	1,296	1,440	1,440	1,440	0.0%
Unemployment	538-25	0	0	0	0				
People Costs		64,269	71,540	74,575	79,046	86,522	86,522	83,062	-4.0%
Professional	538-31	6,000	6,000	6,000	4,000	6,175	6,175	8,175	32.4%
Other Contractual	538-34	3,405	3,671	9,364	32,252	41,218	41,218	49,918	21.1%
Communications	538-41	0	0	0	0	447	447	447	
General Liability	538-45-01	376	316	376	224	207	207	207	0.0%
Repairs & Maintenance	538-46	46,100	7,647	24,300	60,310	50,000	50,000	50,000	0.0%
Printing & Binding	538-47	190	195	428	73	1,150	1,150	1,150	0.0%
Other Current Chgs	538-49	33,968	32,414	0	195	42,055	42,055	42,055	0.0%
Admn Chg	538-49-02	0	0	32,668	32,668	30,734	30,734	30,734	0.0%
Office Supplies	538-51					855	855	855	0.0%
Operating Supplies	538-52	2,960	1,112	2,902	1,321	550	550	550	
Books/Pubs/Subs	538-54	436	375	395	395	800	800	900	
Depreciation	538-59	38,458	44,528	54,680	97,899				
Transfer to General Fund	538-91	0	0	24,026	29,731	0	0	0	
Transfer to Capital						100,000	100,000	0	
Non Op Int Exp	538-93	0	0	0	0				
Operational Costs		131,893	96,258	155,139	259,068	274,191	274,191	184,991	-32.5%
Buildings	538-62								
Imp O/T Bldgs	538-63	164,103	54,890	993,162	0	100,000	100,000	60,000	-40.0%
Machinery & Equipment	538-64	0	0	0	0	0	0	0	
Capital Outlay		164,103	54,890	993,162	0	100,000	100,000	60,000	-40.0%
DEPARTMENT TOTAL		360,265	222,688	1,222,876	338,114	460,713	460,713	328,053	-28.8%

CITY OF GULFPORT
Fiscal Year 2011
Public Works - Stormwater

MISSION

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

PERSONNEL

SALARIES AND WAGES

538-12-01	Includes a percentage of the supervisor, maintenance worker II and a crew leader	60,347
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OTHER WAGES

538-14	Overtime	2,040
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FICA & MEDICARE

538-21-01	FICA	3,867
538-21-02	Medicare	905

RETIREMENT

538-22-00	Retirement	6,287
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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 and SWFWMD operation and maintenance inspection report	8,175
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OTHER CONTRACTUAL

538-34		49,918
	Ambient water quality monitoring fee – Pinellas County	(4,000)
	Utility billing internet customer access	(485)
	FDEP permit review fee – Pinellas County	(550)
	Pinellas County water atlas maintenance cost	(340)
	Pinellas County interlocal educational fund	(1,500)
	Water quality testing of CIP stormwater projects required by FDEP and SWFWMD grants	(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	(10,000)

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

538-49-01,02	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..		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			900
	Florida Stormwater Association Annual Conference registration fee	(400)	
	Florida Stormwater Association annual dues	(500)	

CAPITAL

538-63	Other Stormwater repair and improvements – 52 nd Street Project		60,000
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Leisure Services - Administration

	<u>FY 2008</u> <u>ACUTAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Leisure Services Director	1.00	1.00	1.00	-
Administrative Assistant	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>1.00</u>

CITY OF GULFPORT
FY 2011 Budget
Leisure Services- Administration
001-4141-579

ACCOUNT	Div Acct. #	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
		Actual Expend	Actual Expend	Actual Expend	Actual Expend	Approved Budget	Adjusted Budget	Adopted Budget	
Salaries & Wages	579-12-01	110,441	128,710	134,346	146,758	149,904	149,904	33,990	-77.3%
Vacation Leave	579-12-02	4,822	9,469	7,360	5,268				
Sick Leave	579-12-03	1,358	2,331	3,389	2,279				
Overtime	579-14	440	439	875	902	296	296	296	0.0%
Car Allowance	579-15-03	4,194	3,945	3,915	3,769	3,900	3,900	0	
Assignment Pay	579-15-11			332	0				
FICA Tax	579-21-01	7,286	8,793	9,047	9,682	9,554	9,554	2,107	-77.9%
Medicare Tax	579-21-02	1,704	2,057	2,116	2,264	2,234	2,234	493	-77.9%
Retirement	579-22-00	11,266	12,338	12,853	14,621	18,671	18,671	3,643	-80.5%
Health Insurance	579-23-01	9,915	13,892	13,892	16,455	13,772	13,772	4,468	-67.6%
Disability Insurance	579-23-02	766	549	557	654	1,043	1,043	345	-66.9%
Life Insurance	579-23-04	414	460	464	558	731	731	244	-66.6%
Workers Compensation	579-24	533	618	678	373	415	415	145	-65.1%
Unemployment	579-25	0	0	0	0				
People Costs		153,139	183,601	189,824	203,583	200,520	200,520	45,731	-77.2%
Other Contractual	579-34	60	721	0	850	950	950	0	-100.0%
Travel/Per Diem	579-40	961	371	339	179	1,520	1,520	0	
Communications	579-41	4,400	4,819	3,730	4,800	2,991	2,991	2,991	0.0%
Electricity	579-43-01	267	0	12	0				
Water/Sewer	579-43-02	31	0						
Rental & leases	579-44	1,897	813	789	777	813	813	813	0.0%
General Liability	579-45-01	499	419	499	297	273	273	273	0.0%
Property	579-45-03	140	316	287	334	226	226	226	0.0%
Other	579-45-04	3,125	0						
Repairs & Maintenance	579-46				713				
Printing & Binding	579-47	672	782	4	551	950	950	950	0.0%
Promotional	579-48	24,662	10,866	7,941	11,245	8,641	8,641	9,000	
Office Supplies	579-51	6,196	2,931	2,764	1,137	1,900	1,900	700	-63.2%
Operating Supplies	579-52	1,173	1,442	878	801	2,138	2,138	938	-56.1%
Bks/Pubs/Subs	579-54	640	420	665	402	475	475	475	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		44,723	23,900	17,908	22,086	20,877	20,877	16,366	-21.6%
Buildings	579-62								
Machinery & Equipment	579-64								
Capital Outlay		0	0	0	0	0	0	0	
DEPARTMENT TOTAL		197,862	207,501	207,732	225,669	221,397	221,397	62,097	-72.0%

CITY OF GULFPORT
Fiscal Year 2011
Leisure Services - Administration

MISSION

Leisure Services Administration is responsible for acting as the City's liaison with community groups. The Office is tasked with the management of Special Events and the appropriate permitting, coordination and promotional aspects. With the planning, direction, implementation and funding of specific City sponsored events being the focus. 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 routed through this Division.

PROGRAMS

- Coordinate and provide community based assistance to organizations presenting special events.
- Maintain relationships with residents and Community groups, providing the highest level of service and assistance possible.
- Technical Events position provides the Citywide publicity program.
- Planning and coordination of City sponsored Special Events.

PERSONNEL

SALARIES AND WAGES

579-12	Includes the Director, Administrative Assistant and Technical Event Specialist.	33,990
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OTHER WAGES

579-14	Overtime	296
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FICA & MEDICARE

579-21-01	FICA	2,107
579-21-02	Medicare	493

RETIREMENT

579-22	Retirement	3,643
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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	4,468
579-23-02	Disability	345
579-23-04	Life Insurance	244

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.	145
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OPERATING COSTS

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.	9,000
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OFFICE SUPPLIES

572-51	Includes costs for materials and supplies such as paper, writing utensils, stationary, etc.	700
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OPERATING SUPPLIES

572-54	Software and other misc, operating supplies	938
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MEMBERSHIPS

572-54	Includes costs for FRPA.	475
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Leisure Services - Recreation

	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 ACTUAL</u>	<u>FY 2011 BUDGET</u>
PERSONNEL:				
Position:				
Recreation Services Supervisor	1.00	1.00	1.00	1.00
Recreation Coordinators	1.00	1.00	1.00	1.00
Recreation Leaders (P/T)	4.00	4.00	4.00	4.00
Summer Recreation Leaders (P/T)	1.75	1.75	1.75	1.75
Junior Counselors	-	1.25	1.25	1.25
Staff Assistant II	1.00	1.00	1.00	1.00
Preschool Teacher (P/T)	0.50	0.50	0.50	0.50
Total:	<u>9.25</u>	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>

CITY OF GULFPORT
FY 2011 Budget
Leisure Services-Recreation
001-4142-572

ACCOUNT	Div	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change
	Acct. #	Actual	Actual	Actual	Actual	Approved	Adjusted	Adopted	FY10 adj
	4142-572	Expend	Expend	Expend	Expend	Budget	Budget	Budget	
Salaries & Wages	572-12-01	123,818	123,680	103,215	97,700	117,662	117,662	116,879	-0.7%
Vacation Leave	572-12-02	6,816	8,041	4,995	8,491				
Sick Leave	572-12-03	5,591	2,773	2,749	14,621				
Other Salaries	572-13	112,122	122,086	101,910	140,972	140,443	140,443	141,329	0.6%
Overtime	572-14	7,855	4,424	4,002	4,626	5,391	5,391	5,391	
Car Allowance	572-15-03	301	300	301	301	300	300	300	0.0%
FICA Tax	572-21-01	15,526	15,943	13,146	16,108	14,735	14,735	16,362	11.0%
Medicare Tax	572-21-02	3,631	3,728	3,075	3,767	3,446	3,446	3,827	11.0%
Retirement	572-22-00	12,066	7,192	8,183	3,797	15,296	15,296	12,557	-17.9%
Health Insurance	572-23-01	18,597	16,082	15,664	16,786	15,664	15,664	15,664	0.0%
Disability Insurance	572-23-02	777	669	693	806	607	607	607	0.0%
Life Insurance	572-23-04	411	415	428	495	321	321	321	0.0%
Workers Compensation	572-24	16,621	13,926	15,265	8,410	9,348	9,348	9,348	0.0%
Unemployment	572-25	0	30	0	0				
People Costs		324,132	319,289	273,626	316,880	323,213	323,213	322,585	-0.2%
Professional & Contractual	572-31	0	0	50	0				
Other Contractual	572-34	20,939	28,505	23,883	29,260	27,000	27,000	27,000	
Travel/Per Diem	572-40	4,507	1,126	760	2,316	2,800	2,800	2,800	0.0%
Communications	572-41	8,338	7,549	7,964	7,665	9,386	9,386	9,386	0.0%
Electricity	572-43-01	23,283	20,892	18,789	21,924	25,967	25,967	25,967	0.0%
Water/Sewer	572-43-02	10,038	8,733	8,406	8,374	9,306	9,306	9,306	0.0%
Rental & leases	572-44	2,886	2,092	2,789	2,789	3,347	3,347	3,347	0.0%
General Liability	572-45-01	10,511	8,832	10,512	7,693	5,774	5,774	5,774	0.0%
Auto Ins	572-45-02	548	460	672	406	300	300	300	
Property Ins	572-45-03	12,915	28,904	19,278	29,625	20,818	20,818	20,818	0.0%
Other	572-45-04	10,598	11,910	12,054	12,820	41,086	41,086	14,000	-65.9%
Repairs & Maintenance	572-46	8,087	10,124	10,080	5,995	6,500	6,500	7,101	
Printing & Binding	572-47	59	0	0	0	190	190	190	0.0%
Promotional	572-48	4,649	5,674	6,455	3,840	5,700	5,700	5,700	0.0%
Office Supplies	572-51	2,508	2,844	1,249	2,484	2,375	2,375	2,375	0.0%
Operating Supplies	572-52	25,417	32,688	24,625	29,607	25,000	25,000	25,000	0.0%
Bks/Pubs/Subs	572-54	1,467	2,854	1,838	2,184	2,520	2,520	2,520	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		146,750	173,187	149,404	166,982	188,069	188,069	161,584	-14.1%
Improvements	572-63								
Machinery & Equipment	572-64		73,272						
Capital Outlay		0	73,272	0	0	0	0	0	
DEPARTMENT TOTAL		470,882	565,748	423,030	483,862	511,282	511,282	484,169	-5.3%

CITY OF GULFPORT
Fiscal Year 2011
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.	258,208
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OTHER WAGES

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

FICA & MEDICARE

572-21-01	FICA	16,362
572-21-02	Medicare	3,827

RETIREMENT

572-22	Retirement	12,557
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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	14,000

REPAIRS AND MAINTENANCE

572-46	Includes costs for the repairs and maintenance of equipment and vehicle.	7,101
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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 2011 PERSONNEL SUMMARY
Leisure Services - Parks

PERSONNEL:	FY 2008	FY 2009	FY 2010	FY 2011
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>
Position:				
Parks Supervisor	1.00	1.00	1.00	1.00
Crew Leader	-	1.00	1.00	1.00
Maintenance Workers I	2.00	3.00	2.00	2.00
Maintenance Workers II	3.00	2.00	2.00	2.00
Maintenance Workers III	2.00	1.00	1.00	1.00
Landscape Technician	1.00	1.00	1.00	1.00
Total:	<u>9.00</u>	<u>9.00</u>	<u>8.00</u>	<u>8.00</u>

CITY OF GULFPORT
FY 2011 Budget
Leisure Services-Parks
001-4145-572

ACCOUNT	Div Acct. # 4145-572	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	572-12-01	247,036	260,969	268,500	278,956	285,106	285,106	296,023	3.8%
Vacation Leave	572-12-02	15,681	19,710	19,016	22,779				
Sick Leave	572-12-03	8,427	9,522	10,222	18,551				
Other Salaries	572-13	0	0						
Overtime	572-14	11,163	7,065	8,639	11,147	5,780	5,780	5,780	
Miscellaneous	572-15-12	0	0	0	0	0	0	0	
FICA Tax	572-21-01	16,821	17,506	18,283	20,051	18,219	18,219	18,711	2.7%
Medicare Tax	572-21-02	3,934	4,094	4,276	4,689	4,261	4,261	4,376	2.7%
Retirement	572-22-00	24,028	14,381	16,364	10,640	37,450	37,450	31,785	-15.1%
Health Insurance	572-23-01	38,554	43,954	45,213	47,388	48,857	48,857	48,857	0.0%
Disability Insurance	572-23-02	1,443	1,385	1,480	1,645	1,491	1,491	1,491	0.0%
Life Insurance	572-23-04	769	864	923	1,002	789	789	789	0.0%
Workers Compensation	572-24	21,308	17,853	19,570	10,780	11,984	11,984	11,984	0.0%
Unemployment	572-25	0	0	0	0				
People Costs		389,164	397,303	412,486	427,628	413,937	413,937	419,796	1.4%
Other Contractual	572-34	103,649	48,165	50,795	38,238	74,379	74,379	69,379	-6.7%
Travel/Per Diem	572-40	617	0	0	0	760	760	760	
Communications	572-41	1,548	1,375	971	966	1,056	1,056	1,056	0.0%
Electricity	572-43-01	24,819	24,368	24,637	25,814	27,912	27,912	27,912	0.0%
Water/Sewer	572-43-02	9,035	13,008	9,790	11,581	10,000	10,000	10,000	0.0%
Other	572-43-03	2,231	2,190	2,481	2,671	2,474	2,474	2,474	0.0%
Rental & leases	572-44	15,115	14,258	28,465	24,623	29,980	29,980	29,980	0.0%
General Liability	572-45-01	6,329	5,318	6,329	3,759	3,476	3,476	3,476	0.0%
Auto Ins	572-45-02	5,465	4,591	5,465	3,291	3,002	3,002	3,002	
Property	572-45-03	14,195	32,019	29,116	33,804	22,881	22,881	22,881	0.0%
Repairs & Maintenance	572-466	82,103	68,004	54,135	49,328	77,883	77,883	70,359	-9.7%
Printing & Binding	572-47	293	0	0	0	285	285	285	
Promotional	572-48	0	4,984	4,636	2,085	15,766	15,766	15,766	0.0%
Other Charges	572-49	500	0	0	0	0	0	0	
Office Supplies	572-51	147	108	210	0	285	285	285	0.0%
Operating Supplies	572-52	32,345	25,974	20,930	14,105	16,150	16,150	16,150	0.0%
Tree Bank	572-52-01	1,858	13,847	269	675	0	0	0	
Bks/Pubs/Subs	572-54	360	55	0	65	285	285	285	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		300,609	258,264	238,229	211,005	286,574	286,574	274,050	-4.4%
Buildings	572-62								
Improvements	572-63			13,175	0				
Machinery & Equipment	572-64	3,215	27,919	20,110	1,135				
Capital Outlay		3,215	27,919	33,285	1,135	0	0	0	
DEPARTMENT TOTAL		692,988	683,486	684,000	639,768	700,511	700,511	693,846	-1.0%

CITY OF GULFPORT
Fiscal Year 2011
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 Recreation Superintendent. 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) **296,023**
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	18,711
572-21-02	Medicare	4,376

RETIREMENT

572-22	Retirement	31,785
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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.	69,379
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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.	70,359
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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 2011 PERSONNEL SUMMARY
Leisure Services - Library

	<u>FY 2008 ACTUAL</u>	<u>FY 2009 ACTUAL</u>	<u>FY 2010 ACTUAL</u>	<u>FY 2011 BUDGET</u>
PERSONNEL:				
Position:				
Library Administrator	1.00	1.00	1.00	1.00
Librarians	4.00	3.00	3.00	2.00
Librarian (P/T)	0.50	0.50	0.50	0.50
Library Assistants I (P/T)	3.00	2.50	2.50	3.25
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>9.00</u>	<u>9.00</u>	<u>8.75</u>

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

CITY OF GULFPORT
FY 2011 Budget
Leisure Services-Library
001-4120-571

ACCOUNT	Div Acct. # 4120-571	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	571-12-01	208,931	221,036	187,776	206,080	232,553	232,553	175,779	-24.4%
Vacation Leave	571-12-02	17,623	20,538	12,820	20,318				
Sick Leave	571-12-03	5,972	7,011	14,084	5,813				
Other Salaries	571-13	109,667	119,553	108,690	109,717	120,289	120,289	132,023	9.8%
Overtime	571-14	458	211	180	96	510	510	510	
Car Allowance	571-15-03	301	300	301	301	300	300	300	0.0%
Miscellaneous	571-15-12	1,108	0			1,500	1,500	1,500	0.0%
FICA Tax	571-21-01	21,060	22,773	20,219	21,009	22,019	22,019	19,227	-12.7%
Medicare Tax	571-21-02	4,925	5,326	4,729	4,913	5,150	5,150	4,497	-12.7%
Retirement	571-22-00	21,209	11,794	13,420	7,617	30,232	30,232	16,113	-46.7%
Health Insurance	571-23-01	16,284	17,913	18,286	22,039	17,913	17,913	13,932	-22.2%
Disability Insurance	571-23-02	1,300	1,222	1,068	1,236	1,230	1,230	1,230	0.0%
Life Insurance	571-23-04	688	678	609	666	651	651	651	0.0%
Workers Compensation	571-24	1,834	1,536	1,684	928	1,031	1,031	1,031	0.0%
Unemployment	571-25	0	0	0	0				
People Costs		411,360	429,891	383,866	400,733	433,378	433,378	366,792	-15.4%
Professional & Contractual	571-31	99	0	0	0	0	0	0	
Other Contractual	571-34	4,488	5,530	12,100	7,505	7,460	7,460	7,460	0.0%
Travel/Per Diem	571-40	112	282	490	250	489	489	489	0.0%
Communications	571-41	8,211	8,029	7,796	8,670	7,712	7,712	7,712	0.0%
Electricity	571-43-01	22,315	25,593	22,106	23,538	21,318	21,318	21,318	0.0%
Water/Sewer	571-43-02	2,403	1,963	1,791	1,833	2,101	2,101	2,101	0.0%
Rental & leases	571-44	10,555	10,661	12,509	8,146	11,000	11,000	11,000	0.0%
General Liability	571-45-01	9,019	7,577	9,017	6,600	4,953	4,953	4,953	
Property	571-45-03	14,042	31,427	20,962	32,211	22,636	22,636	22,636	0.0%
Repairs & Maintenance	571-46	25,319	10,792	3,837	240	9,000	9,000	9,000	0.0%
Printing & Binding	571-47	0	0	0	0	190	190	190	
Promotional	571-48	179	0	0	79	190	190	190	0.0%
Office Supplies	571-51	3,926	4,177	2,410	4,152	4,750	4,750	4,750	0.0%
Operating Supplies	571-52	5,085	7,005	6,719	6,404	6,650	6,650	6,650	0.0%
Bks/Pubs/Subs	571-54	675	545	585	615	475	475	475	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		106,428	113,581	100,322	100,243	98,924	98,924	98,924	0.0%
Imp.O/T Bldg	571-63	875							
Machinery & Equipment	571-64								
Bks/Public Library	571-66	58,510	59,350	60,068	52,422	50,000	50,000	50,000	0.0%
Capital Outlay		59,385	59,350	60,068	52,422	50,000	50,000	50,000	0.0%
DEPARTMENT TOTAL		577,173	602,822	544,256	553,398	582,302	582,302	515,716	-11.4%

CITY OF GULFPORT
Fiscal Year 2011
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, 2 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.	307,802
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OTHER WAGES

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

FICA & MEDICARE

571-21-01	FICA	19,227
571-21-02	Medicare	4,497

RETIREMENT

571-22	Retirement is budgeted at the current actuarial valuation of 15.9% for the general employees who are in a defined benefit plan.	16,113
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EMPLOYEE INSURANCE

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

571-23-01	Health Insurance	13,932
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
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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
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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 2011 PERSONNEL SUMMARY
Leisure Services - Senior Center

PERSONNEL:	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
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 2011 Budget
Leisure Services-Senior Center
001-4161-569

ACCOUNT	Div	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
	Acct. #	Actual	Actual	Actual	Actual	Approved	Adjusted	Adopted	
	4161-569	Expend	Expend	Expend	Expend	Budget	Budget	Budget	
Salaries & Wages	569-12-01	67,848	73,845	71,398	77,324	77,396	77,396	88,310	14.1%
Vacation Leave	569-12-02	5,670	5,099	6,464	1,616				
Sick Leave	569-12-03	354	0	8,657	340				
Other Salaries	569-13	16,113	16,621	16,720	17,191	24,645	24,645	24,490	-0.6%
Overtime	569-14	0	0	0	2	1,595	1,595	1,595	
Car Allowance	569-15-03	301	300	301	301	550	550	550	0.0%
Miscellaneous	569-15-12	0	0	0	0	0	0	0	
FICA Tax	569-21-01	5,360	5,743	5,901	5,996	6,460	6,460	7,142	10.6%
Medicare Tax	569-21-02	1,254	1,343	1,380	1,403	1,511	1,511	1,670	10.5%
Retirement	569-22-00	6,840	3,735	4,250	2,893	10,062	10,062	9,465	-5.9%
Health Insurance	569-23-01	5,496	5,382	5,382	5,821	9,362	9,362	9,362	0.0%
Disability Insurance	569-23-02	401	382	398	372	510	510	510	0.0%
Life Insurance	569-23-04	212	163	170	186	270	270	270	0.0%
Workers Compensation	569-24	484	405	445	245	272	272	272	0.0%
Unemployment	569-25	0	0	0	0				
People Costs		110,333	113,018	121,466	113,690	132,633	132,633	143,636	8.3%
Professional & Contractual	569-31	0	1,554	0	0	0	0	0	
Other Contractual	569-34	3,243	3,397	2,395	2,211	3,700	3,700	3,700	0.0%
Travel/Per Diem	569-40	249	779	1,555	0	903	903	903	0.0%
Communications	569-41	7,599	7,634	7,973	8,109	7,245	7,245	7,245	0.0%
Electricity	569-43-01	8,223	8,440	8,278	10,755	10,659	10,659	10,659	0.0%
Water/Sewer	569-43-02	7,280	6,820	7,113	6,700	8,776	8,776	8,776	0.0%
Rental & leases	569-44	892	1,075	1,970	2,932	2,000	2,000	2,000	0.0%
General Liability	569-45-01	1,085	911	1,145	643	596	596	596	
Property	569-45-03	2,349	5,299	4,818	5,594	3,787	3,787	3,787	0.0%
Repairs & Maintenance	569-46	9,046	4,419	6,784	1,479	3,000	3,000	3,000	0.0%
Printing & Binding	569-47	93	0	0	21	475	475	475	
Promotional	569-48	9,503	9,549	4,721	6,013	5,000	5,000	5,000	0.0%
Office Supplies	569-51	1,646	2,514	2,242	2,542	2,000	2,000	2,000	0.0%
Operating Supplies	569-52	5,199	5,083	5,085	6,587	5,000	5,000	5,000	0.0%
Operating Sup-Congregate Dining	569-52-01	0	0	0	0				
Meal on Wheels	569-52-02	0	0	0	0				
Bks/Pubs/Subs	569-54	1,141	1,331	1,760	1,610	2,446	2,446	2,446	0.0%
Transfer to Capital	581	0	0	0	0				
Operational Costs		57,548	58,805	55,839	55,196	55,587	55,587	55,587	0.0%
Imp.O/T Bldg	569-63	0		5,275	0				
Machinery & Equipment	569-64	0							
Bks/Public Library	569-66	0	0	0	0	0	0	0	
Capital Outlay		0	0	5,275	0	0	0	0	
DEPARTMENT TOTAL		167,881	171,823	182,580	168,886	188,220	188,220	199,223	5.8%

CITY OF GULFPORT
Fiscal Year 2011
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.	112,800
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OTHER WAGES

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

FICA & MEDICARE

569-21-01	FICA	7,142
569-21-02	Medicare	1,670

RETIREMENT

569-22	Retirement	9,465
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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
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PRINTING AND BINDING

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

569-48	Includes costs for 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
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OFFICE SUPPLIES

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

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

569-54	Includes annual 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
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Leisure Services – SPB Looper

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Lead Driver	-	1.00	1.00	1.00
SPB Trolley Drivers (P/T)	-	1.00	1.00	1.00
Total:	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
FY 2011 Budget
SPB-Looper
125-5125-549

ACCOUNT	Div	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
	Acct. #	Actual	Actual	Actual	Actual	Approved	Adjusted	Adopted	
	5125-549	Expend	Expend	Expend	Expend	Budget	Budget	Budget	
Salaries & Wages	549-12-01					80,000	80,000	80,000	0.0%
Vacation Leave	549-12-02								
Sick Leave	549-12-03								
Overtime	549-14				67,990				
FICA Tax	549-21-01				3,407	4,960	4,960	4,960	
Medicare Tax	549-21-02				4,226	1,160	1,160	1,160	0.0%
Retirement	549-22-00				988				
Health Insurance	549-23-01								
Disability Insurance	549-23-02								
Life Insurance	549-23-04								
Workers Compensation	549-24								
Unemployment	549-25								
People Costs		0	0	0	76,611	86,120	86,120	86,120	0.0%
Property Ins	549-45-03					11,000	11,000	11,000	0.0%
Repairs & Maintenance	549-46				49,745	36,238	36,238	71,097	96.2%
Printing & Binding	549-47				2,014				
Office Supplies	549-51				120				
Operating Supplies	549-52				8,123	8,176	8,176	8,176	0.0%
Transfer to Capital	581								
Operational Costs		0	0	0	60,002	55,414	55,414	90,273	62.9%
Buildings	549-62								
Machinery & Equipment	549-63				7,064				
Capital Outlay		0	0	0	7,064	0	0	0	
DEPARTMENT TOTAL		0	0	0	143,677	141,534	141,534	176,393	24.6%

CITY OF GULFPORT
FY 2011 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 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 **71,097**

OPERATING SUPPLIES

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

CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Leisure Services - GEMS

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
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 2011 Budget
GEMS
140-5123-549

ACCOUNT	Div	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
	Acct. #	Actual	Actual	Actual	Actual	Approved	Adjusted	Adopted	
	5123-549	Expend	Expend	Expend	Expend	Budget	Budget	Budget	
Salaries & Wages	549-12-01	10,761	9,443	10,072	10,832	11,715	11,715	11,088	-5.4%
Vacation Leave	549-12-02	912	1,301	1,214	1,707				
Sick Leave	549-12-03	88	0	10	21				
Other Salaries	549-13	75,050	79,302	79,639	80,110	83,513	83,513	83,513	0.0%
Overtime	549-13	1,421	0	0	217				
FICA Tax	549-21-01	5,384	5,532	5,579	5,681	5,879	5,879	5,865	-0.2%
Medicare Tax	549-21-02	1,259	1,294	1,305	1,328	1,375	1,375	1,372	-0.2%
Retirement	549-22-00	771	916	1,018	809	1,470	1,470	1,189	-19.1%
Health Insurance	549-23-01	4,236	5,326	5,326	1,455	1,345	1,345	1,345	0.0%
Disability Insurance	549-23-02	52	50	52	61	62	62	62	0.0%
Life Insurance	549-23-04	28	31	32	37	33	33	33	0.0%
Workers Compensation	549-24	6,395	5,358	5,872	3,236	3,597	3,597	3,597	0.0%
Unemployment	549-25	452	76	0	0				
People Costs		106,809	108,629	110,119	105,494	108,989	108,989	108,064	-0.8%
Communications	549-41	670	631	496	466	660	660	660	0.0%
General Liability	549-45-01	1,549	1,301	1,548	919	851	851	851	0.0%
Auto Ins	549-45-02	25,201	21,175	25,200	15,175	13,841	13,841	13,841	
Property	549-45-03	2,359	5,173	4,838	5,617	3,803	3,803	3,803	0.0%
Repairs & Maintenance	549-46	609	16,191	20,811	20,865	17,881	17,881	39,249	119.5%
Printing & Binding	549-47	0	26	126	35	475	475	150	-68.4%
Office Supplies	549-51	383	345	0	52	760	760	350	-53.9%
Operating Supplies	549-52	195	483	628	502	475	475	475	0.0%
Bks/Pubs/Subs	549-54	0	0	0	332	475	475	340	-28.4%
Transfer to Capital	581	0	0	0	0				
Operational Costs		30,966	45,325	53,647	43,963	39,221	39,221	59,719	52.3%
Imp O/T Bldg	549-63								
Machinery & Equipment	549-64					62,600	62,600	0	
Capital Outlay		0	0	0	0	62,600	62,600	0	-100.0%
DEPARTMENT TOTAL		137,775	153,954	163,766	149,457	210,810	210,810	167,783	-20.4%

CITY OF GULFPORT
Fiscal Year 2011
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.	94,601
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FICA & MEDICARE

549-21-01	FICA	5,865
549-21-02	Medicare	1,372

RETIREMENT

549-22-00	Retirement	1,189
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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	39,249
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PRINTING AND BINDING

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

549-51	Includes paper and stationary supplies	350
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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	340
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Leisure Services - Marina

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
Marina
460-4140-575

ACCOUNT	Div Acct. #	FY06 Actual 4140-575 Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	575-12-01	79,108	84,492	89,748	92,337	103,645	103,645	99,990	-3.5%
Vacation Leave	575-12-02	7,445	8,366	7,597	10,077				
Sick Leave	575-12-03	3,530	790	763	729				
Other Salaries	575-13	24,651	26,643	29,874	35,179	33,884	33,884	33,258	-1.8%
Overtime	575-14	4,528	1,436	2,011	1,870	3,570	3,570	3,570	
Car Allowance	575-15-03	301	1	0	0	300	300	300	0.0%
Miscellaneous	575-15-12	0	0			0	0	0	
FICA Tax	575-21-01	6,968	7,367	7,753	8,381	8,657	8,657	8,501	-1.8%
Medicare Tax	575-21-02	1,630	1,723	1,813	1,960	2,025	2,025	2,038	0.6%
Retirement	575-22-00	6,931	8,470	9,070	7,187	13,243	13,243	10,783	-18.6%
Health Insurance	575-23-01	13,978	12,370	11,683	12,577	11,683	11,683	11,683	0.0%
Disability Insurance	575-23-02	304	424	470	344	527	527	527	0.0%
Life Insurance	575-23-04	252	278	291	328	279	279	279	0.0%
Workers Compensation	575-24	3,826	3,206	3,514	1,937	2,152	2,152	2,152	0.0%
Unemployment	575-25	0	0	0	0				
OPEB	575-29	0	0	0	589				
People Costs		153,452	155,566	164,587	173,495	179,965	179,965	173,081	
Professional	575-31	3,123	3,286	344	0	0	0	0	
Other Contractual	575-34	6,054	7,841	520	6,000	10,300	10,300	10,300	0.0%
Travel/Per Diem	575-40	2,950	463	340	1,956	2,850	2,850	2,850	0.0%
Communications	575-41	17,173	11,009	10,883	11,022	14,257	14,257	14,257	0.0%
Electricity	575-43-01	23,092	26,054	26,966	33,173	29,086	29,086	29,086	0.0%
Water/Sewer	575-43-02	19,690	17,539	18,311	23,095	22,051	22,051	22,051	0.0%
Rentals & Leases	575-44	0	0	0	0	0	0	0	
General Liability	575-45-01	1,251	1,052	1,246	745	687	687	687	0.0%
Auto Ins	575-45-02	728	612	728	439	401	401	401	0.0%
Property	575-45-03	16,426	37,496	33,696	39,127	26,481	26,481	26,481	
Other	575-45-04	6,016	7,408	7,626	7,268	18,284	18,284	18,284	0.0%
Repairs & Maintenance	575-46	17,247	17,477	21,175	18,076	19,559	19,559	20,046	2.5%
Printing & Binding	575-47	637	334	371	394	1,140	1,140	1,140	0.0%
Promotional	575-48	8,365	11,194	9,065	12,230	11,134	11,134	11,134	0.0%
Other Chgs	575-49	165	215	215	416	300	300	300	0.0%
Admn Chg	575-49-02	126,302	129,538	155,363	174,518	165,294	165,294	165,294	0.0%
Office Supplies	575-51	591	1,932	431	776	855	855	855	0.0%
Operating Supplies	575-52	25,488	30,691	37,724	30,232	32,751	32,751	32,751	0.0%
Inventory	575-52-01	528,153	575,836	708,931	464,543	555,888	555,888	555,888	0.0%
Books/Pubs/Subs	575-54	325	340	587	788	765	765	765	0.0%
Depreciation	575-59	164,691	168,176	188,102	211,320				
Transfer	575-91	119,750	107,311	263,433	382,097	500,000	500,000	454,953	-9.0%
Non Op Int Exp	575-93	1,066	3,247	4,085	2,646				
Operational Costs		1,089,283	1,159,051	1,490,142	1,420,861	1,412,083	1,412,083	1,367,523	-3.2%
Buildings	575-62								
Imp O/T Bldgs	575-63	64,605	177,037	153,324	0	50,000	50,000	50,000	0.0%
Machinery & Equipment	575-64	13,730	4,274	18,135	0				
Capital Outlay		78,335	181,311	171,459	0	50,000	50,000	50,000	0.0%
DEPARTMENT TOTAL		1,321,070	1,495,928	1,826,188	1,594,356	1,642,048	1,642,048	1,590,604	-3.1%

CITY OF GULFPORT
Fiscal Year 2011
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.	133,248
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OTHER WAGES

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

FICA & MEDICARE

575-21-01	FICA	8,501
575-21-02	Medicare	2,038

RETIREMENT

575-22	Retirement	10,783
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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	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
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OPERATING COSTS

OTHER CONTRACTUAL

575-34	Routine services provided by our vendors	10,300
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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
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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	20,046
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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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CAPITAL OUTLAY

571-66	Funds to replace fuel sump pumps and repair seawalls as needed	50,000
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TRANSFERS

575-91	Transfer of net operations profit to the General Fund in the form of a PILOT or Payment in Lieu of Taxes	454,953
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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Leisure Services - Casino

	<u>FY 2008</u> <u>ACTUAL</u>	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ACTUAL</u>	<u>FY 2011</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 2011 Budget
Casino
160-4143-575

ACCOUNT	Div Acct. # 4143-575	FY06 Actual Expend	FY07 Actual Expend	FY08 Actual Expend	FY09 Actual Expend	FY10 Approved Budget	FY10 Adjusted Budget	FY11 Adopted Budget	% Change FY10 adj
Salaries & Wages	575-12-01	36,461	27,203	27,825	23,444	31,679	31,679	19,335	-39.0%
Vacation Leave	575-12-02	2,267	2,232	748	2,316				
Sick Leave	575-12-03	225	674	500	457				
Other Salaries	575-13	40,641	56,387	52,373	58,992	43,405	43,405	43,405	0.0%
Overtime	575-14	2,490	222	180	94				
Car Allowance	575-15-03	344	300	278	0	150	150	150	0.0%
FICA Tax	575-21-01	4,919	5,277	5,012	5,467	4,649	4,649	3,899	-16.1%
Medicare Tax	575-21-02	1,150	1,234	1,172	1,279	1,087	1,087	912	
Retirement	575-22-00	3,455	2,536	2,834	2,230	4,118	4,118	2,080	-49.5%
Health Insurance	575-23-01	3,619	3,981	3,981	4,211	3,981	3,981	3,981	0.0%
Disability Insurance	575-23-02	147	139	143	166				
Life Insurance	575-23-04	78	87	90	102				
Workers Compensation	575-24	3,905	3,271	3,485	1,976	2,196	2,196	2,196	0.0%
Unemployment	575-25	0	0	0	0				
People Costs		99,701	103,543	98,621	100,734	91,265	91,265	75,958	-16.8%
Other Contractual	575-34	77,843	84,055	87,215	83,126	79,667	79,667	79,667	0.0%
Communications	575-41	5,976	6,182	6,558	6,601	6,484	6,484	6,484	
Electricity	575-43-01	40,792	44,370	45,013	48,302	41,463	41,463	41,463	0.0%
Water/Sewer	575-43-02	3,290	3,929	3,105	3,315	3,425	3,425	3,425	0.0%
Rental & leases	575-44	169	1,465	2,105	1,166	2,030	2,030	2,030	0.0%
General Liability	575-45-01	2,524	2,121	2,525	1,499	1,386	1,386	1,386	0.0%
Property	575-45-03	5,468	11,993	7,035	11,817	8,814	8,814	8,814	0.0%
Other Ins	575-45-04	9,722	11,146	11,972	11,972	23,066	23,066	12,800	-44.5%
Repairs & Maintenance	575-46	4,146	7,139	10,724	2,891	12,275	12,275	7,500	
Printing & Binding	575-47	26	193	230	567	979	979	570	-41.8%
Promotional	575-48	18,238	21,202	21,340	17,135	12,350	12,350	12,350	0.0%
Other Chgs	575-49	0	32	0	0				
Admn Chg	575-49-02	28,649	33,533	0	0				
Office Supplies	575-51	793	1,049	1,042	1,070	950	950	950	0.0%
Operating Supplies	575-52	10,767	12,044	15,284	11,689	9,405	9,405	9,405	0.0%
Inventory	575-52-01	35,253	36,560	25,524	29,005	37,000	37,000	32,000	-13.5%
Bks/Pubs/Subs	575-54	769	2,331	2,206	1,677	1,995	1,995	1,995	0.0%
Depreciation	575-59	30,995	33,527						
Transfer to WRD	581	0	0	0	0	100,000	100,000		
Operational Costs		275,420	312,871	241,878	231,832	341,289	341,289	220,839	-35.3%
Buildings	575-62					0	0	0	
Imp O/T Bldgs	575-63			1,379	0				
Machinery & Equipment	575-64								
Capital Outlay		0	0	1,379	0	0	0	0	
DEPARTMENT TOTAL		375,121	416,414	341,878	332,566	432,554	432,554	296,797	-31.4%

<p>CITY OF GULFPORT Fiscal Year 2011 <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.	62,740
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OTHER WAGES

575-15	Car Allowance	150
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FICA & MEDICARE

575-21-01	FICA	3,899
575-21-02	Medicare	912

RETIREMENT

575-22	Retirement	2,080
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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	12,800

REPAIRS AND MAINTENANCE

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

575-47	Flyers, brochures and informational material	570
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PROMOTIONAL

575-48	Marketing in trade shows & magazines, supplies for special events, advertising in the Gulfport Gabber, St Pete Times, Verizon, 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	32,000
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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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CITY OF GULFPORT
FY 2011 PERSONNEL SUMMARY
Leisure Services - Theater

PERSONNEL:	FY 2008 ACTUAL	FY 2009 ACTUAL	FY 2010 ACTUAL	FY 2011 BUDGET
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 2011 Budget
Theater
160-4144-575

ACCOUNT	Div Acct. #	FY06	FY07	FY08	FY09	FY10	FY10	FY11	% Change FY10 adj
		Actual Expend	Actual Expend	Actual Expend	Actual Expend	Approved Budget	Adjusted Budget	Adopted Budget	
Salaries & Wages	575-12-01	18,891	16,051	16,917	16,961	19,335	19,335	19,335	0.0%
Vacation Leave	575-12-02	182	502	722	1,844				
Sick Leave	575-12-03	0	446	0	236				
OtherSalaries	575-13	26,380	33,041	33,143	37,166	36,678	36,678	36,678	0.0%
Overtime	575-14	0	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	2,737	3,070	3,095	3,453	3,482	3,482	3,482	0.0%
Medicare Tax	575-21-02	640	718	724	807	814	814	814	0.0%
Retirement	575-22-00	1,304	1,541	1,725	1,361	2,514	2,514	2,080	-17.3%
Health Insurance	575-23-01	1,809	1,990	1,990	2,106	1,990	1,990	1,990	0.0%
Disability Insurance	575-23-02	88	84	87	101				
Life Insurance	575-23-04	47	53	54	62				
Workers Compensation	575-24	3,201	2,682	3,662	1,621	1,800	1,800	1,800	0.0%
Unemployment	575-25	0	0	0	0				
People Costs		55,279	60,178	62,119	65,718	66,763	66,763	66,329	-0.6%
Other Contractual	575-34	956	865	1,844	1,630	4,434	4,434	1,800	-59.4%
Communications	575-41	523	696	603	874	1,068	1,068	880	
Electricity	575-43-01	15,868	15,834	14,779	15,681	14,648	14,648	14,648	0.0%
Water/Sewer	575-43-02	1,820	1,705	1,778	1,675	2,101	2,101	2,101	0.0%
Rental & leases	575-44	0	0	0	0	500	500	0	-100.0%
General Liability	575-45-01	2,524	2,121	2,525	1,499	1,386	1,386	1,386	0.0%
Property	575-45-03	5,468	11,993	7,035	11,817	8,814	8,814	8,814	0.0%
Repairs & Maintenance	575-46	7,672	7,222	1,544	1,905	4,120	4,120	2,000	-51.5%
Printing & Binding	575-47	0	0	0	0	979	979	0	
Promotional	575-48	7,201	12,589	6,820	13,270	9,785	9,785	9,785	0.0%
Admn Chg	575-49-02	2,325	2,625	0	0				
Office Supplies	575-51	154	0	0	0				
Operating Supplies	575-52	1,284	2,774	775	1,008	3,131	3,131	1,000	-68.1%
Inventory	575-52-01	2,351	2,226	2,688	2,021	3,600	3,600	2,700	-25.0%
Bks/Pubs/Subs	575-54	709	577	1,137	502	1,615	1,615	750	-53.6%
Depreciation	575-59	25,643	25,629						
Transfer to Capital	581	0	0	0	0				
Operational Costs		74,498	86,856	41,528	51,882	56,181	56,181	45,864	-18.4%
Buildings	575-62					0	0	0	
Imp O/T Bldgs	575-63			0	0				
Machinery & Equipment	575-64			163	1,495				
Capital Outlay		0	0	163	1,495	0	0	0	
DEPARTMENT TOTAL		129,777	147,034	103,810	119,095	122,944	122,944	112,193	-8.7%

CITY OF GULFPORT
Fiscal Year 2011
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	2,080
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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	1,800
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COMMUNICATIONS

575-41	Centranet and postage	880
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UTILITIES

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

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	2,000
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PROMOTIONAL ACTIVITIES

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

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

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

575-54	Licenses for ASCAP, BMI, SESAC, Alcohol/Beverage, health inspection, license for outdoor movies. May move this expense to Recreation Center account.	750
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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 a performance based evaluation system to be administered on an employee's anniversary. The salary range is constructed by establishing a Minimum and Maximum amount. Employees are rated by their Department Directors and/or Supervisors on many different areas of job specific performance. The ratings are tallied up to reach a numerical evaluation score.

Exempt Employees:

In order to comply with the Fair Labor Standards Act (FLSA), an exempt or salaried employee such as the City Manager, City Clerk, Department Directors, and others as deemed appropriate, are excluded from overtime wages.

Employee Benefits:

The City maintains an annual leave benefit program for all regular employees. The City grants 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 \$2,000.00 of dependent's health care premiums. The City also pays full costs of Life and Accidental Death & Dismemberment Insurance (one times annual salary

for general employees, and one and a half times salary for Directors and City Manager), Long Term Disability Insurance (67% of annual salary), and Short Term Disability Insurance (maximum benefit of \$125 weekly). Optional Dental and Supplemental Insurance are available to employees at their expense.

The City currently provides four Retirement Programs for employees. A Defined Benefit Retirement Plan for general employees, FOP 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 2010/11.

Classification Plan

Job Class Title	Grade	Minimum	Maximum
City Manager	S10	\$91,539.87	\$146,463.80
Police Chief	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	\$44,709.75	\$61,888.73
Firefighter/EMT	15E	\$40,109.32	\$55,520.69
Fire Inspector	13E	\$40,597.10	\$48,004.43
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

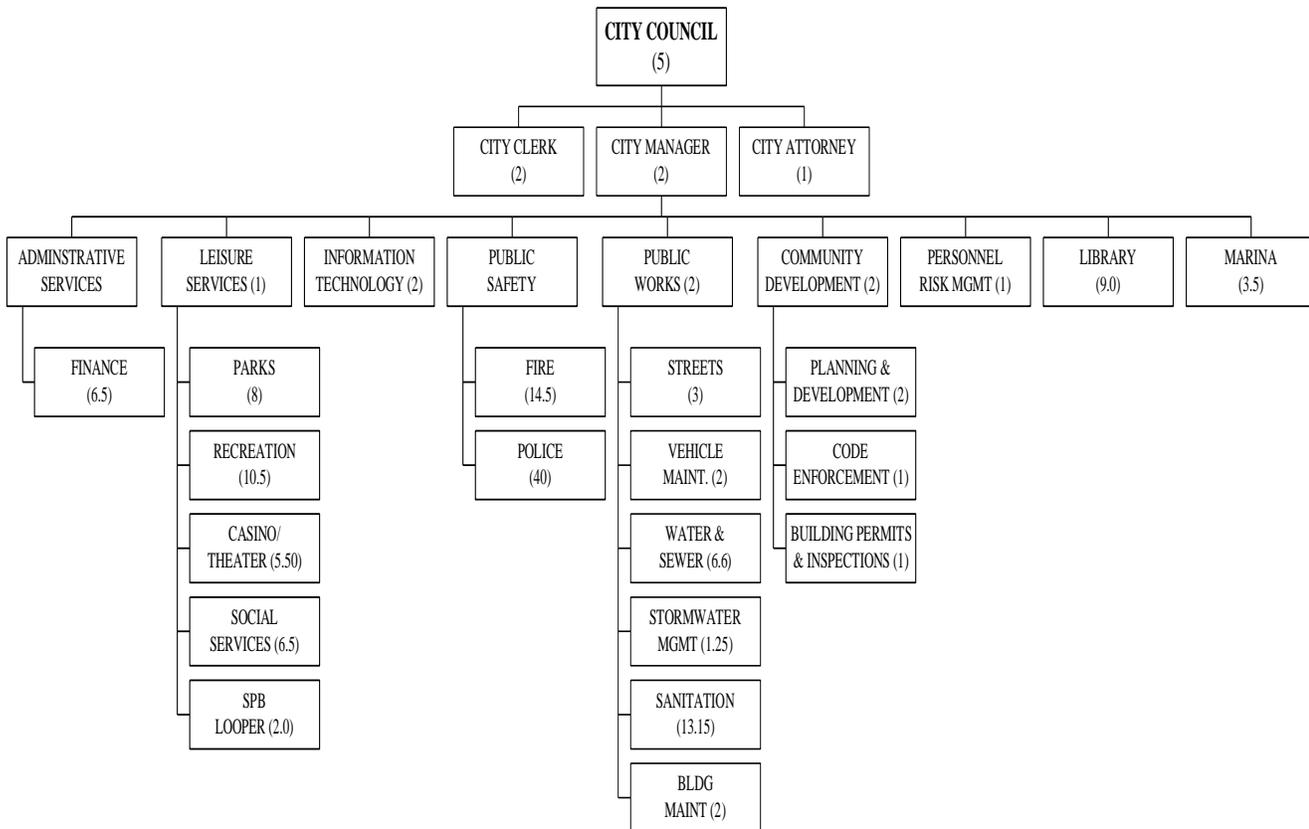
Job Class Title	Grade	Minimum	Maximum
Crime Analyst	10	\$29,435.87	\$44,153.81
Administrative Assistant	10	\$29,435.87	\$44,153.81
Technical Events Spec	10	\$29,435.87	\$44,153.81
Accounting Technician	9	\$28,034.16	\$42,051.25
Utility Svc Worker III	8	\$26,699.20	\$40,048.81
Marina Assistant II	8	\$26,699.20	\$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 3% cost of living adjustment that awards a percentage increase to only bargaining unit employees within the Fire Department.

ORGANIZATIONAL CHART

For Fiscal 2010/2011 the following organizational chart identifies staffing levels for each department.



**CITY OF GULFPORT
HISTORIAL DEPARTMENT STAFFING LEVELS**

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</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)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Department Total	7.00	7.00	7.00	7.00

CITY MANAGER

Position:				
City Manager	1.00	1.00	1.00	1.00
Asst. to City Manager	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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	.50	.50
Accounting Technician	2.00	2.00	2.00	2.00
Human Resources Officer	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Department Total	8.00	8.00	7.50	7.50

INFORMATION TECHNOLOGY

Position:				
Info. Technology Director	1.00	1.00	1.00	1.00
Network Administrator	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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	0.00	0.00	1.00	0.00
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	1.00	1.00	1.00	1.00
Lieutenants	2.00	2.00	1.00	1.00
Police Sergeants	4.00	4.00	5.00	5.00

Policy Compliance Sergeant	1.00	1.00	0.00	0.00
Detective Sergeant	1.00	1.00	1.00	1.00
Detectives	2.00	2.00	2.00	2.00
Police Officers	18.00	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	0.00	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	1.00	1.00	1.00	1.00
Youth Resource Officer	1.00	1.00	0.00	0.00
Department Total	58.50	58.50	56.50	55.50

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

Position:

Leisure Services Director	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	0.00
Technical Events Specialist	1.00	1.00	1.00	1.00
Recreation Svs Supervisor	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	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)	0.00	1.25	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	4.00	4.00	3.00	3.00
Maintenance Worker II	2.00	2.00	2.00	2.00
Maintenance Worker III	1.00	1.00	1.00	1.00
Landscape Technician	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Library Administrator	1.00	1.00	1.00	1.00
Librarian	4.00	3.00	3.00	3.00
Librarian (PT)	0.50	0.50	0.50	0.50
Library Assistant I (PT)	3.00	2.50	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	2.00	2.00
Department Total	47.25	47.00	48.00	46.00

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	0.00	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)	0.00	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	1.00	1.00	1.00	1.00
Equipment Operator	8.00	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	30.00	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	2.00	1.00	1.00
Principal Planner	0.00	0.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	0.00
Permit Technician	1.00	1.00	1.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00
Department Total	7.00	8.00	8.00	6.00

Annual Position Totals 161.75 162.50 161.00 156.00

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 2011. 2). A list of Capital Projects or Capital Items presently scheduled for the next five (5) years.

The approved Fiscal Year 2011 Capital Improvement Budget is in the amount of \$4,011,000, of which \$1,261,000 is presently funded. The unfunded balance of \$2,750,000 of the CIP Budget is primarily within one project. 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.

- \$2,750,000 - Planning for and Relocation of Police Department to 49th Street property.

FY 2011 Capital Improvement Budget:

Funding for the Fiscal Year 2011 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.

- **STORMWATER IMPROVEMENTS** **\$ 60,000**
The amount provided for future projects and restoration or rehabilitation for small drainage projects.
- **(1) POLICE CARS** **\$ 24,500**
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. Only one vehicle is scheduled for replacement in FY 2011.
- **FIRE STATION RADIO DECODER REPLACEMENT** **\$ 16,000**
This project will replace the old 800 MHZ fire station radio decoder system with a new digital upgrade to be compatible and comply with Pinellas County digital system.
- **GENERAL BUILDING FACILITY IMPROVEMENTS** **\$ 50,000**
This is an allowance of \$50,000 in FY 2011 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** **\$ 150,000**
Continue to restore asphalt roads and brick streets that have deteriorated and become excessively rough.
- **CITY HALL/POLICE COMPLEX ROOF REPLACEMENT** **\$ 333,500**
This project will provide for the replacement of the entire roof for several City facilities including the City Hall/Police complex facility, the Parks Department workshop building and the Sanitation workshop building.
- **CITY HALL/POLICE COMPLEX HVAC REPLACEMENT** **\$ 100,000**
This project will provide for the replacement of the HVAC system for the City Hall/Police complex facility.
- **BEACH PAVILLION #6 REPLACEMENT** **\$ 50,000**
This project will allow for the removal of termite damaged trusses and beams and new replacements at the round beach pavilion \$6.

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 Waterfront Redevelopment District have been successful in utilizing TIF funds to facilitate projects.

- **WRD ENTRY WAY SIGNAGE** **\$ 11,000**
This project includes the construction and installation of a new sign at Clymer Park and Gulfport Blvd. for direction to the waterfront business district.

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

- **TANGERINE PARKWAY TRAIL BRIDGES** **\$ 78,000**
This project involves the construction of two (2) pedestrian bridge structures of approximately (80) feet in length that will cross existing retention ponds within the Tangerine Parkway. Funding is dependent upon the receipt of grant funds from the Florida Department of Transportation (FDOT).

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

- **PICKUP TRUCK REPLACEMENT** **\$ 18,000**
Scheduled replacement of model year 2001 Sanitation truck #71 due to age and condition
- **REPLACEMENT – SEWER GENERATOR LIFT STATION #2** **\$ 50,000**
This project provides funding for the scheduled replacement of the model year 1986 80KW stand-by generator for lift station #2 due to age and condition.
- **REPLACEMENT – COMMERCIAL SIDE LOADER** **\$ 225,000**
Scheduled replacement of vehicle based on mileage and increased maintenance costs.

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** **\$ 25,000**
The City previously experienced a number of seawall failures. This project provides an allowance of \$25,000 annually to address this issue proactively, rather than after-the-fact.
- **MARINA FUEL SUMP REPLACEMENT** **\$ 25,000**
This project provides funding for the replacement of two (2) mid grade gasoline fuel sump interstitials installed in 1995 that due to the harsh salt water environment of the Marina have deteriorated over time and reached the end of their useful life.

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.

- **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
2011 - 2015**

PROJECT TITLE: Totals

DEPARTMENT: All Departments

PROJECT DESCRIPTION:

LIFE EXPECTANCY OF PROJECT:

COST ESTIMATE METHOD (SOURCE):

PROJECT COST SCHEDULE						
	FY 11	FY 12	FY 13	FY 14	FY 15	TOTAL FY 11-15
CAPITAL COSTS						0
Planning /Engineering/Design	326,000	152,500	90,000	115,000	90,000	773,500
Legal/permits		12,500				12,500
Land acquisition						0
Land preparation						0
Construction	3,251,500	2,138,000	1,819,000	2,170,000	1,645,000	11,023,500
Capital Equipment	433,500	498,750	1,051,000	383,500	340,500	2,707,250
Other (Specify):						0
SUBTOTAL	4,011,000	2,801,750	2,960,000	2,668,500	2,075,500	14,516,750

FUNDING Requested						
Undesignated Fund Balance			114,000			114,000
Penny for Pinellas	744,000	1,433,750	1,868,000	1,333,500	1,365,500	6,744,750
Ad Valorem	36,000	40,000	60,000			136,000
User Fees & Charges	403,000	408,000	545,000	1,010,000	485,000	2,851,000
Transportation Impact						0
Grants	2,828,000	920,000	373,000	325,000	225,000	4,671,000
TOTAL	4,011,000	2,801,750	2,960,000	2,668,500	2,075,500	14,516,750

FUNDING Available						
Undesignated Fund Balance						0
Penny for Pinellas	1,071,338	1,103,478	1,136,582	1,170,680	1,205,800	5,687,879
Ad Valorem	36,000	40,000	60,000			136,000
User Fees & Charges	403,000	335,000	618,000	760,000	485,000	2,601,000
Transportation Impact						0
Grants	78,000					78,000
TOTAL	1,588,338	1,478,478	1,814,582	1,930,680	1,690,800	8,502,879

FUNDING Difference						
Undesignated Fund Balance	0	0	(114,000)	0	0	(114,000)
Penny for Pinellas	327,338	(330,272)	(731,418)	(162,820)	(159,700)	(1,056,871)
Ad Valorem	0	0	0	0	0	0
User Fees & Charges	0	(73,000)	73,000	(250,000)	0	0
Transportation Impact	0	0	0	0	0	0
Grants	(2,750,000)	(920,000)	(373,000)	(325,000)	(225,000)	(4,593,000)
TOTAL	(2,422,662)	(1,323,272)	(1,145,418)	(737,820)	(384,700)	(5,763,871)

APPROVED 2011 Funded CIP Projects

PROJECT	FY	DEPARTMENT	AMOUNT	FUNDING SOURCE
Fire Station radio decoder replacement	2011	Fire	16,000	Capital Projects Fund – Penny \$
Police car replacement	2011	Police	24,500	Capital Projects Fund – Penny \$
General facility improvements	2011	PW Buildings	50,000	Capital Projects Fund – Penny \$
Sidewalk repair & replacement	2011	PW Streets	20,000	Capital Projects Fund – Penny \$
Street resurfacing/brick restoration	2011	PW Streets	150,000	Capital Projects Fund – Penny \$
City Hall/Police complex roof replacement	2011	PW Buildings	333,500	Capital Projects Fund – Penny \$
City Hall/Police complex HVAC replacement	2011	PW Buildings	100,000	Capital Projects Fund – Penny \$
Beach pavilion #6 replacement	2011	PW Buildings	50,000	Capital Projects Fund – Penny \$
Shore Boulevard parking improvements	2011	Comm. Dev/PW	25,000	General Fund
WRD entry way signage	2011	Comm. Dev/PW	11,000	WRD/TIF Ad Valorem
Tangerine Parkway Trail Bridges	2011	Comm. Dev/PW/LS	78,000	Grants –FDOT
New Police Station	2011	Public Safety	2,750,000	Grants – Congressional Appropriations
Sewer generator lift station #2 replacement	2011	PW Sewer	50,000	Utility Fund
Stormwater Improvements 52 nd	2011	PW Stormwater	60,000	Utility Fund
Commercial side loader replacement	2011	PW Sanitation	225,000	Sanitation Fund
Pickup truck replacement	2011	PW Sanitation	18,000	Sanitation Fund
Seawall repairs	2011	LS Marina	25,000	Marina fund
Fuel sump replacement	2011	LS Marina	25,000	Marina Fund
TOTAL			\$4,011,000	

FY 2011 CIP AVAILABLE FUNDING SUMMARY

Capital Projects Fund – Penny	\$ 744,000
General Fund	25,000
WRD/TIF Fund	11,000
Grants – all	78,000
Marina Fund	50,000
Sanitation Fund	243,000
Utility Fund	<u>110,000</u>
Total	\$ 1,261,000

FY 2010 UNFUNDED SUMMARY

Police Headquarters: Grant application	<u>2,750,000</u>
Total	\$ 2,750 000

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Entryway Sign

DEPARTMENT: C.D.D.

PROJECT TYPE: Improvement

Division: WRD

PROJECT DESCRIPTION:
Construction of new entryway sign in Clymer Park at Gulfport Blvd. for direction to Waterfront Business District.

LIFE EXPECTANCY OF PROJECT: 10 + Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					5 Year
	FY 11	FY 12	FY 13	FY 14	FY 15	TOTAL
CAPITAL COSTS						
Planning /Engineering/Design	1,000					1000
Legal/permits						
Land acquisition						
Land preparation						
Construction	10,000					10000
Capital Equipment						
Other (Specify):						
SUBTOTAL	11,000					11,000

CAPITAL FUNDING SOURCES	PROJECT FUNDING SCHEDULE					5 Year
	FY 11	FY 12	FY 13	FY 14	FY 15	TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
TIF	11,000					11,000
TOTAL	11,000					11,000

FINANCIAL IMPACT - OPERATING COSTS	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	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
2011 - 2015**

PROJECT TITLE: Shore Blvd. Parking Improvements

DEPARTMENT: C.D.D.

PROJECT TYPE: Improvement

Division: Comm. Dev.

PROJECT DESCRIPTION:

Improvements to Shore Blvd. to maximize the number of public parking spaces available between Beach Blvd. and 54th Street S.

LIFE EXPECTANCY OF PROJECT:

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY 11	FY 12	FY 13	FY 14	FY 15	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	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem	25,000					25,000
User Fees & Charges						
Transportation Impact						
Grants		225000				225,000
TOTAL	25,000	225,000				250,000

FINANCIAL IMPACT - OPERATING COSTS						
	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction		300,000		300,000		600000
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		2,500	2,500	2,500	2,500	10,000
Total		2,500	2,500	2,500	2,500	10,000

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design		42,000				42,000
Legal/permits						
Land acquisition						
Land preparation						
Construction		238,000				238,000
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		2,500	2,500	2,500	2,500	10,000
Total		2,500	2,500	2,500	2,500	10,000

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Tangerine Pkwy Trail Bridges

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 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						0
Legal/permits						
Land acquisition						
Land preparation						
Construction	78,000					78,000
Capital Equipment						
Other (Specify):						
SUBTOTAL	78,000					78,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants - CDBG, FDOT, FRDAP	78,000					78,000
TOTAL	78,000					78,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating	4,000	2,500	2,500	2,500	2,500	14,000
Total	4,000	2,500	2,500	2,500	2,500	14,000

* Financial impact included with streetscape impact

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	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					2,500	2,500
Total					2,500	2,500

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011-2015**

PROJECT TITLE:

Pumper 17

DEPARTMENT: Public Safety

PROJECT TYPE: Equipment Replacement

Division: : Fire

PROJECT DESCRIPTION: This project replaces Pumper 17 with a state of the art unit. Pumper 17 was purchased in 1994. Current life expectancy of fire apparatus is 20 years with a refurbishment at year 10. Pumper 17 did not receive a refurbishment in 2004. Pumper 17 was purchased prior to the apparatus becoming advanced life support and has inadequate compartmentalization for the ALS equipment. The new apparatus would become front line allowing the current Engine 17 to remove to reserve status.

LIFE EXPECTANCY OF PROJECT: 20 years upon project completion

COST ESTIMATE METHOD (SOURCE): Estimated forecast based on current apparatus prices

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

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas			500,000			500,000
Ad Valorem						
Transportation Impact						
Grants - FireAct Grant						
TOTAL			500,000			500,000

FINANCIAL IMPACT						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011-2015**

PROJECT TITLE: Chief's Vehicle

DEPARTMENT: Public Safety

PROJECT TYPE: Equipment Replacement

Division: : Fire

PROJECT DESCRIPTION: This project will replace the existing Ford Explorer utilized by the Fire Chief for Fire Department business including emergency responses. The current vehicle was purchased in April 2005 and currently has 65,300 mile on the odometer. That equates to 12334 miles per year. Based on the Police Department replacement schedule at 80,000 miles, that mileage will occur in April 2012. The projected cost value includes emergency lights, siren, console and digital 800 MHz radio.

LIFE EXPECTANCY OF PROJECT: Seven years based on mileage.

COST ESTIMATE METHOD (SOURCE): Estimate based on current Florida Sheriff's Association Bid.

LOCATION:	PROJECT COST SCHEDULE						5 Year TOTAL
	FY 11	FY 12	FY 13	FY 14	FY 15		
CAPITAL COSTS							
Planning /Engineering/Design							
Legal/permits							
Land acquisition							
Land preparation							
Construction							
Capital Equipment					30,500	30,500	
Other (Specify):							
SUBTOTAL					30,500	30,500	

PROJECT FUNDING SCHEDULE							
CAPITAL FUNDING SOURCES (Itemize)							
Undesignated Fund Balance							
Penny for Pinellas						30,500	30,500
Ad Valorem							
Transportation Impact							
Grants - FireAct Grant							
TOTAL						30,500	30,500

FINANCIAL IMPACT							
Personnel							
Operating							
Total							

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011-2015**

PROJECT TITLE: Station Radios **DEPARTMENT:** Public Safety

PROJECT TYPE: Station Decoder **Division:** Fire

PROJECT DESCRIPTION:
Planned replacement of 800MHZ Fire Station Radio/Decorders to Digital upgrade to be compatible to comply with total County Digital System anticipated in fisical Year 2011/2012

LIFE EXPECTANCY OF PROJECT:

COST ESTIMATE METHOD (SOURCE):

LOCATION:		PROJECT COST SCHEDULE					
		FY 11	FY 12	FY 13	FY 14	FY 15	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 (Itemize)							
Undesignated Fund Balance							
Penny for Pinellas		16,000					16,000
Ad Valorem							
Transportation Impact							
Grants - FireAct Grant							
TOTAL		16,000					16,000

FINANCIAL IMPACT							
Personnel							
Operating							
Total							

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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 10/11-
1 patrol cars @ \$22K each, plus \$2500 each for 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 to 7 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 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	24,500	123,750	108,000	73,500	75,000	404,750
Other (Specify): Vehicles						
SUBTOTAL	24,500	123,750	108,000	73,500	75,000	404,750

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas	24,500	123,750	108,000	73,500	75,000	404,750
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	24,500	123,750	108,000	73,500	75,000	404,750

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	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

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
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
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	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
2011 - 2015**

PROJECT TITLE: Front End Loader Replacement

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation / Stormwater

PROJECT DESCRIPTION:

Scheduled replacement of existing 2001 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					
	FY11	FY12	FY13	FY14	FY15	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
2011 - 2015**

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

	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	50,000	50,000	50,000	50,000	50,000	250,000
Capital Equipment						
Other (Specify): Improv. O/T Bldg.						
SUBTOTAL	50,000	50,000	50,000	50,000	50,000	250,000

PROJECT FUNDING SCHEDULE

CAPITAL FUNDING SOURCES (Itemize)	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas	50,000	50,000	50,000	50,000	50,000	250,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	50,000	50,000	50,000	50,000	50,000	250,000

FINANCIAL IMPACT - OPERATING COSTS

	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Sidewalks

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Streets

PROJECT DESCRIPTION:
Remove & repair approximately 5,000 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					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	20,000	20,000	20,000	20,000	20,000	100,000
Capital Equipment						
Other (Specify): Improv. O/T Bldg.						
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
2011 - 2015**

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: 40 years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	150,000	200,000	200,000	200,000	200,000	950,000
Capital Equipment						
Other (Specify):						
SUBTOTAL	150,000	200,000	200,000	200,000	200,000	950,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas	150,000	200,000	200,000	200,000	200,000	950,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	150,000	200,000	200,000	200,000	200,000	950,000

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Water Lines

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Utilities - Water

PROJECT DESCRIPTION:
Necessary to replace water lines installed over 58 years ago.

LIFE EXPECTANCY OF PROJECT: 50 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design		90,000	90,000	90,000	90,000	360,000
Legal/permits						
Land acquisition						
Land preparation						
Construction		500,000	500,000	500,000	500,000	2,000,000
Capital Equipment						
Other (Specify): Improv. O/T Bldg.						
SUBTOTAL		590,000	590,000	590,000	590,000	2,360,000

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas		590,000	590,000	590,000	590,000	2,360,000
Ad Valorem						
User Fees & Charges						
Transportation Impact Grants						
TOTAL		590,000	590,000	590,000	590,000	2,360,000

	FINANCIAL IMPACT					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Sanitary Sewer Lines

DEPARTMENT: Public Works

PROJECT TYPE: Replacement - Rehabilitation

Division: Utilities - Sewer

PROJECT DESCRIPTION:
Necessary to repair and replace sanitary sewer lines installed over 58 years ago.

LIFE EXPECTANCY OF PROJECT: 40 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction		400,000	400,000	400,000	400,000	1,600,000
Capital Equipment						
Other (Specify): Improv. O/T Bldg.						
SUBTOTAL		400,000	400,000	400,000	400,000	1,600,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas		400,000	400,000	400,000	400,000	1,600,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL		400,000	400,000	400,000	400,000	1,600,000

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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.
Baffle boxes, outfall repairs and other small projects.

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	60,000	100,000	200,000	200,000	200,000	760,000
Capital Equipment						
Other (Specify): Improv. O/T Bldg.						
SUBTOTAL	60,000	100,000	200,000	200,000	200,000	760,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges	60,000	100,000	200,000	200,000	200,000	760,000
Transportation Impact						
Grants						
TOTAL	60,000	100,000	200,000	200,000	200,000	760,000

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Rear Loader #43

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Scheduled replacement of 2005 vehicle as required because of vehicle hours, age and increased maintenance cost.

LIFE EXPECTANCY OF PROJECT: 7 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	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

LOCATION:	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

LOCATION:	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Side Loader #41

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of 2003 vehicle based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 7 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	225,000					225,000
Other (Specify):						
SUBTOTAL	225,000					225,000

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

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Dump Truck #37

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of 1991 vehicle based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 20 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					5 Year TOTAL
	FY11	FY12	FY13	FY14	FY15	
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment			120,000			120,000
Other (Specify):						
SUBTOTAL			120,000			120,000

CAPITAL FUNDING SOURCES	PROJECT FUNDING SCHEDULE					5 Year TOTAL
	FY11	FY12	FY13	FY14	FY15	
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges			120,000			120,000
Transportation Impact						
Grants						
TOTAL			120,000			120,000

FINANCIAL IMPACT - OPERATING COSTS	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Pickup Truck #71

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:

Replacement of 2001 vehicle based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:

PROJECT COST SCHEDULE

	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	18,000					18,000
Other (Specify):						
SUBTOTAL	18,000					18,000

PROJECT FUNDING SCHEDULE

	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges	18,000					18,000
Transportation Impact						
Grants						
TOTAL	18,000					18,000

FINANCIAL IMPACT - OPERATING COSTS

	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Side Loader #31

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of 2007 vehicle based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 7 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	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
2011 - 2015**

PROJECT TITLE: F-250 Cargo Van

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Building Maintenance

PROJECT DESCRIPTION:

Replacement of 1995 vehicle based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 10 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	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
2011 - 2015**

PROJECT TITLE: CITY HALL/PD ROOF

DEPARTMENT: Public Works

PROJECT TYPE: Roof Replacement

Division: Building Maintenance

PROJECT DESCRIPTION:

Replacement of roof covering City Hall and Police Department due to age and condition.

LIFE EXPECTANCY OF PROJECT: 20 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design	50,000					50,000
Legal/permits						
Land acquisition						
Land preparation						
Construction	283,500					283,500
Capital Equipment						
Other (Specify):						
SUBTOTAL	333,500					333,500

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas	333,500					333,500
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants						
TOTAL	333,500					333,500

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: CITY HALL/PD HVAC

DEPARTMENT: Public Works

PROJECT TYPE: HVAC Replacement

Division: Building Maintenance

PROJECT DESCRIPTION:

Replacement of HVAC system at City Hall and Police Department due to age and condition.

LIFE EXPECTANCY OF PROJECT: 15 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	100,000					100,000
Other (Specify):						
SUBTOTAL	100,000					100,000

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

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Round Beach Pavilion

DEPARTMENT: Public Works

PROJECT TYPE: Repairs

Division: Building Maintenance

PROJECT DESCRIPTION:
Remove termite damaged trusses and beams and replace with new.
Major termite damage - construction plans are complete.

LIFE EXPECTANCY OF PROJECT: 50 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	50,000					50,000
Capital Equipment						
Other (Specify):						
SUBTOTAL	50,000					50,000

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

	FINANCIAL IMPACT - OPERATING COSTS					
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Generator Lift Station #2

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

DIVISION: Sewer

PROJECT DESCRIPTION:

Replace 1986 80KW stand-by generator for Lift Station #2 due to age and condition.

LIFE EXPECTANCY OF PROJECT: 20 Years

COST ESTIMATE METHOD (SOURCE): Contractor Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment	50,000					50,000
Other (Specify):						
SUBTOTAL	50,000					50,000

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

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Side Loader #46

DEPARTMENT: Public Works

PROJECT TYPE: Replacement

Division: Sanitation

PROJECT DESCRIPTION:
Replacement of 2008 vehicle based on mileage and increased maintenance cost

LIFE EXPECTANCY OF PROJECT: 7 Years

COST ESTIMATE METHOD (SOURCE): Manufacturer Pricing

LOCATION:	PROJECT COST SCHEDULE					
	FY11	FY12	FY13	FY14	FY15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment					235,000	235,000
Other (Specify): Improv. O/T Bldg.						
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						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	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

	PROJECT FUNDING SCHEDULE					
CAPITAL FUNDING SOURCES						
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					
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
2011 - 2015**

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 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment		100,000				100,000
Other (Specify):						
SUBTOTAL		100,000				100,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Undesignated Fund Balance						
Penny for Pinellas		100,000				100,000
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants FRDAP						
TOTAL		100,000				100,000

FINANCIAL IMPACT - OPERATING COSTS						
	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Structural Repairs - Casino

DEPARTMENT: Leisure Services

PROJECT TYPE: Repairs

Division: LS - Cultural Facilities

PROJECT DESCRIPTION:

Other structural repairs

LIFE EXPECTANCY OF PROJECT: N/A

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

LOCATION:	PROJECT COST SCHEDULE					5 Year TOTAL
	FY 11	FY 12	FY 13	FY 14	FY 15	
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction		40,000	60,000			100,000
Capital Equipment						
Other (Specify): Structural repairs						
SUBTOTAL		40,000	60,000			100,000

CAPITAL FUNDING SOURCES (Itemize)	PROJECT FUNDING SCHEDULE					5 Year TOTAL
	FY 11	FY 12	FY 13	FY 14	FY 15	
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem		40,000	60,000			100,000
User Fees & Charges						
Transportation Impact						
Grants (Coastal Improvement Program)						
TOTAL		40,000	60,000			100,000

FINANCIAL IMPACT	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Marina Configuration Impr.

DEPARTMENT: Marina

PROJECT TYPE: Improvements

PROJECT DESCRIPTION:
An allowance of \$250,000 has been earmarked in FY '14 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 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction				250,000		250,000
Capital Equipment						
Other (Special): O/T Bldg						
SUBTOTAL				250,000		250,000

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

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

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Fuel Sumps Replacement

DEPARTMENT: Marina

PROJECT TYPE: Replacement

PROJECT DESCRIPTION:

An allowance of 25,000 is earmark in FY '11 to replace two fuel tank sumps and interstitials
The mid grade gasoline sumps were installed in 1995 and due to the marina harsh environment the gas sumps have deteriorated over time.

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Co Petroleum Contractor

LOCATION:	PROJECT COST SCHEDULE					
	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	25,000			250,000		275,000
Capital Equipment						
Other (Specify):						
SUBTOTAL	25,000			250,000		275,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES (Itemize)						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges	25,000			250,000		275,000
Transportation Impact						
Grants (Coastal Improvement Program)						
TOTAL	25,000			250,000		275,000

FINANCIAL IMPACT - OPERATING COSTS						
Personnel						
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Mooring Field

DEPARTMENT: Marina

PROJECT TYPE: New

Division:

PROJECT DESCRIPTION:
Construction of a Mooring Field with a Maximum of 50 mooring balls

LIFE EXPECTANCY OF PROJECT: Indefinite

COST ESTIMATE METHOD (SOURCE): Marine Contractor/ Engineer's estimate

	PROJECT COST SCHEDULE					5 Year TOTAL
	FY 11	FY 12	FY 13	FY 14	FY 15	
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction			114,000			114,000
Capital Equipment						
Other (Specify): Engine replacement						
SUBTOTAL			114,000			114,000

	PROJECT FUNDING SCHEDULE					5 Year TOTAL
	FY 11	FY 12	FY 13	FY 14	FY 15	
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance			114,000			114,000
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants -						
TOTAL			114,000			114,000

	FINANCIAL IMPACT				
	FY 11	FY 12	FY 13	FY 14	FY 15
Personnel					
Operating			6,300	6,300	6,300
Total			6,300	6,300	6,300

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Mooring Field Pump-Out Vessel

DEPARTMENT: Marina

PROJECT TYPE: Capitail Purchase

Division:

PROJECT DESCRIPTION:
Mooring field pump-out vessel. This vessel will be used to pumpout vessels in the manage mooring field and also used by the Harbormaster staff to preform compliance patrols and routine maintance to regulatory signage.

LIFE EXPECTANCY OF PROJECT:

COST ESTIMATE METHOD (SOURCE):

PROJECT COST SCHEDULE						
	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction						
Capital Equipment			63,000			63,000
Other (Specify): Engine replacement						
SUBTOTAL			63,000			63,000

PROJECT FUNDING SCHEDULE						
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges						
Transportation Impact						
Grants -			63,000			63,000
TOTAL			63,000			63,000

FINANCIAL IMPACT						
Personnel						
Operating			6,300	6,300	6,300	18,900
Total			6,300	6,300	6,300	18,900

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Dry Boat Storage Area

DEPARTMENT: Marina

PROJECT TYPE: Improvement

Division:

PROJECT DESCRIPTION:
Provide for a grading and installing a pervious surface for the dry storage boat facility

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): General Contractor

PROJECT COST SCHEDULE						
CAPITAL COSTS	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Planning /Engineering/Design		8,000				8,000
Legal/permits						
Land acquisition						
Land preparation						
Construction		65,000				65,000
Capital Equipment						
Other (Specify): Engine replacement						
SUBTOTAL		73,000				73000

CAPITAL FUNDING SOURCES	PROJECT FUNDING SCHEDULE					
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges		73,000				73,000
Transportation Impact						
Grants -						
TOTAL		73,000				73,000

Personnel	FINANCIAL IMPACT					
Operating						
Total						

**CITY OF GULFPORT
CAPITAL IMPROVEMENT PROJECT PROPOSAL
2011 - 2015**

PROJECT TITLE: Seawall Repairs

DEPARTMENT: Marina

PROJECT TYPE: Replcement

Division:

PROJECT DESCRIPTION:
Allowance for seawall repairs

LIFE EXPECTANCY OF PROJECT: N/A

COST ESTIMATE METHOD (SOURCE): Marine Contractor

PROJECT COST SCHEDULE						
	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL COSTS						
Planning /Engineering/Design						
Legal/permits						
Land acquisition						
Land preparation						
Construction	25,000	50,000	50,000	50,000	50,000	225,000
Capital Equipment						
Other (Specify): Engine replacement						
SUBTOTAL	25,000	50,000	50,000	50,000	50,000	225,000

PROJECT FUNDING SCHEDULE						
	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
CAPITAL FUNDING SOURCES						
Undesignated Fund Balance						
Penny for Pinellas						
Ad Valorem						
User Fees & Charges	25,000	50,000	50,000	50,000	50,000	225,000
Transportation Impact						
Grants -						
TOTAL	25,000	50,000	50,000	50,000	50,000	225,000

FINANCIAL IMPACT						
	FY 11	FY 12	FY 13	FY 14	FY 15	5 Year TOTAL
Personnel						
Operating						
Total						

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, 2010 is referred to as "Fiscal Year 2010-11". 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 received or paid for.

Enterprise Fund:

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

Entitlement:

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

Fiscal Year:

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

Fixed Assets:

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

Franchise:

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

Full-time Equivalent (FTE):

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

Full-Time Position:

A position which qualifies for full City benefits, usually required to work 40 hours per week. However, all part-time personnel working in excess of 30 hours per week are granted benefits as full-time employees.

Fund:

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

Fund Balance:

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

Fund Type:

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

GAAP:

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

General Fund:

A fund containing revenues such as property taxes not designated by law for a special purpose. Some of the departments that are part of the General Fund include City Administration, Community Development, Public Works, Public Safety and Leisure Services.

General Obligation Bonds:

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

Grants:

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

Homestead Exemption:

Pursuant to the Florida State Constitution, the first \$25,000 of assessed value of a home that the owner occupies as principal residence is exempt from the property tax.

Intergovernmental Revenues:

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

Lease Purchase Agreements:

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

Levy:

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

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

Liabilities:

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

Millage:

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

Modified Accrual Basis:

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

Operating Budget:

Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service

delivery activities of a government are controlled. The use of an annual operating budget is usually required by law.

Operating Costs:

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

Ordinances:

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

Other Costs:

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

Pay-As-you-Go Basis:

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

Part-Time Position:

Part-time employees work less than 40 hours per week and are not entitled to full-time benefits of insurance.

Personnel Costs:

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

Program:

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

Property Tax:

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

Purchase Order:

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

Reclassification:

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

Reserve:

- (1) An account used to earmark a portion of a fund balance for a particular purpose, and,
- (2) An account used to earmark a portion of fund equity as legally segregated for a specific future use.

Resolution:

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

Retained Earnings:

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

Reverse Bonds:

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

Revenues:

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

Rolled-Back Millage Rate:

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

Seasonal Position:

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

Special Assessment:

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

Surplus:

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

Tax Increment Financing:

A statutory tool used to promote economic development, redevelopment, and housing in a specific geographic area where it otherwise may not occur. TIF enables a city to “capture” additional property taxes generated by new development or redevelopment to pay for development expenses within the specified area.

Tax Rate:

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

Tax Rate Limit:

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

Tax Roll:

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

Taxable Value:

The assessed value of property minus the homestead exemption other applicable exemptions.

Trust Funds:

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

User Charges:

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

