



Item No. 46

LAUDERDALE • BY • THE • SEA

### Agenda Item Memorandum

**Town Manager**

Department

**Connie Hoffmann** *CH*

Department Director

COMMISSION MEETING DATE - 7:00 PM	Deadline to Town Clerk
<input checked="" type="checkbox"/> July 24 – Special Budget Meeting 5:30 PM	July 18

\*Subject to Change

- Presentation     Reports     Consent     Ordinance  
 Resolution     Quasi-Judicial     Old Business     New Business

**FY2012 DESIGNATED HIGH PRIORITY ITEM - PRIORITY TOPIC**

**SUBJECT TITLE: Resolution 2012-31:** A resolution establishing a proposed millage rate for the fiscal year beginning October 1, 2012, and ending September 30, 2013, and announcing the date, time and place of the first public hearing to consider the propose millage rate and the tentative budget.

**EXPLANATION:** The proposed budget lowers the millage rate from 3.9990 to 3.9312 for the fiscal year 2012-2013.

The first Public Hearing to consider the tentative millage, tentative budget and the final fire assessment, is scheduled for Monday, September 12, 2012 at 7:00 p.m. in Jarvis Hall.

**RECOMMENDATION:** Adopt Resolution 2012-31 which establishes the proposed millage rate at 3.9312.

**EXHIBITS:** Resolution 2012-31  
DR 420 and DR420MM-P  
Budget Message  
Budget Worksheet  
Department Justification Sheets

Reviewed by Town Attorney

Yes     No

Resolution only

Town Manager Initials *CH*

RESOLUTION 2012-31

1 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF  
2 LAUDERDALE-BY-THE-SEA, FLORIDA, ESTABLISHING A  
3 PROPOSED MILLAGE RATE FOR THE FISCAL YEAR BEGINNING  
4 OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013; ANNOUNCING  
5 THE DATE, TIME AND PLACE OF THE FIRST PUBLIC HEARING TO  
6 CONSIDER THE PROPOSED MILLAGE RATE AND THE TENTATIVE  
7 BUDGET; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN  
8 EFFECTIVE DATE.

9  
10 WHEREAS, Chapter 200, Florida Statutes, "Determination of Millage," sets forth the  
11 procedures that must be followed in establishing a millage rate and adopting an annual budget;  
12 and

13 WHEREAS, the Broward County Property Appraiser has certified the taxable value of  
14 property located within the Town of Lauderdale-By-The-Sea, as required by Sections 200.065(1)  
15 and 193.023, Florida Statutes; and

16 WHEREAS, pursuant to Section 200.065(2)(b), Florida Statutes, the Town of  
17 Lauderdale-By-The-Sea is required to advise the Property Appraiser of its proposed millage rate,  
18 its rolled-back rate, and the date, time and place that the public hearing will be held to consider  
19 the proposed millage rate and tentative budget.

20 NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF  
21 THE TOWN OF LAUDERDALE BY THE SEA, FLORIDA, THAT:

22 **Section 1. Recitals.** The foregoing Whereas clauses are hereby ratified and confirmed  
23 by the Town Commission, and incorporated herein.

24 **Section 2. Proposed Millage Rate.** The Town Commission of the Town of  
25 Lauderdale-By-The-Sea, Florida, hereby establishes a proposed millage rate of 3.9312 per \$1,000  
26 of taxable assessed value for Fiscal Year 2012-2013. The rolled-back rate is 3.9312.

27 **Section 3. Establishment of Public Hearing.** The Town Commission of the Town

**RESOLUTION 2012-31**

28 of Lauderdale-By-The Sea, Florida, hereby establishes September 12, 2012 at 7:00 P.M., in the  
29 Commission Chambers (Jarvis Hall) located at 4505 Ocean Drive, Lauderdale-By-The-Sea,  
30 Florida, as the date, time and place for the public hearing to consider the proposed millage rate  
31 and the tentative budget.

32       **Section 4.**    **Notice.** The Town Clerk is hereby authorized and directed to place all  
33 necessary advertisements in accordance with Chapter 200, Florida Statutes.

34       **Section 5.**    **Severability.** If any clause, section, or other part of this Resolution shall  
35 be held by any Court of competent jurisdiction to be unconstitutional or invalid, such  
36 unconstitutional or invalid part shall be considered as eliminated and in no way affecting the  
37 validity of the other provisions of this Resolution.

38       **Section 6.**    **Conflict.** All Resolutions or parts of Resolutions in conflict herewith are  
39 hereby repealed to the extent of such conflict.

40       **Section 7.**    **Effective Date.** This Resolution shall become effective immediately upon  
41 its passage and adoption.

42 **PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2012.

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\_\_\_\_\_  
MAYOR ROSEANN MINNET

ATTEST

49 \_\_\_\_\_  
Town Clerk June White, CMC

51 APPROVED AS TO FORM:

52 \_\_\_\_\_  
53 Susan L. Trevarthen, Town Attorney  
54  
55  
56



# CERTIFICATION OF TAXABLE VALUE

DR-420  
R. 5/12  
Rule 12D-16.002  
Florida Administrative Code  
Provisional

Year: 2012	County: BROWARD
Principal Authority: TOWN OF LAUDERDALE-BY-THE-SEA	Taxing Authority: TOWN OF LAUDERDALE-BY-THE-SEA

**SECTION I: COMPLETED BY PROPERTY APPRAISER**

1.	Current year taxable value of real property for operating purposes	\$ 1,748,909,140	(1)
2.	Current year taxable value of personal property for operating purposes	\$ 12,195,067	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$ 0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$ 1,761,104,207	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$ 1,593,940	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$ 1,759,510,267	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$ 1,729,694,589	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Number 0 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Number 0 (9)
<b>Property Appraiser Certification</b>		I certify the taxable values above are correct to the best of my knowledge.	
<b>SIGN HERE</b>	Signature of Property Appraiser :  Electronically Certified by Property Appraiser on 6/29/2012 11:36 AM	Date :	

**SECTION II: COMPLETED BY TAXING AUTHORITY**

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	3.9990	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$ 6,917,049		(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$ 0		(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$ 6,917,049		(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$ 0		(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$ 1,759,510,267		(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	3.9312	per \$1000	(16)
17.	Current year proposed operating millage rate	3.9312	per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$ 6,923,253		(18)

19.	TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
		<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)	<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
		<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)

**DEPENDENT SPECIAL DISTRICTS AND MSTUs**  **STOP HERE, SIGN AND SUBMIT**

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. (The sum of Line 13 from all DR-420 forms)	\$	6,917,049	(22)
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)		3.9312 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	\$	6,923,253	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. (The sum of Line 18 from all DR-420 forms)	\$	6,923,253	(25)
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)		3.9312 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, <b>minus 1</b> , multiplied by 100)		0.00 %	(27)

<b>First public budget hearing</b>	Date : Sept 12, 2012	Time : 7:00 PM	Place : 4505 N. Ocean Drive Lauderdale By The Sea, FL 33308
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<b>S I G N  H E R E</b>	<b>Taxing Authority Certification</b>	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :
	Title :	Contact Name and Contact Title :		
	CONSTANCE HOFFMANN, TOWN MANAGER	JUNE WHITE, TOWN CLERK		
	Mailing Address :	Physical Address :		
4501 NORTH OCEAN DRIVE	4501 NORTH OCEAN DRIVE			
City, State, Zip :	Phone Number :	Fax Number :		
LAUDERDALE-BY-THE-SEA, FLORIDA 33308	954/6404200	954/6404236		



## MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM-P  
R. 5/12  
Rule 12D-16.002  
Florida Administrative Code  
Provisional

Year : 2012	County : BROWARD
Principal Authority : TOWN OF LAUDERDALE-BY-THE-SEA	Taxing Authority : TOWN OF LAUDERDALE-BY-THE-SEA
1. Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    (1)
<b>IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.</b>	
2. Current year rolled-back rate from Current Year Form DR-420, Line 16	3.9312 per \$1,000 (2)
3. Prior year maximum millage rate with a majority vote from 2011 Form DR-420MM, Line 13	5.7022 per \$1,000 (3)
4. Prior year operating millage rate from Current Year Form DR-420, Line 10	3.9990 per \$1,000 (4)
<b>If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.</b>	
<b>Adjust rolled-back rate based on prior year majority-vote maximum millage rate</b>	
5. Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$ 1,729,694,589 (5)
6. Prior year maximum ad valorem proceeds with majority vote <i>(Line 3 multiplied by Line 5 divided by 1,000)</i>	\$ 9,863,064 (6)
7. Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$ 0 (7)
8. Adjusted prior year ad valorem proceeds with majority vote <i>(Line 6 minus Line 7)</i>	\$ 9,863,064 (8)
9. Adjusted current year taxable value from Current Year form DR-420 Line 15	\$ 1,759,510,267 (9)
10. Adjusted current year rolled-back rate <i>(Line 8 divided by Line 9, multiplied by 1,000)</i>	5.6056 per \$1,000 (10)
<b>Calculate maximum millage levy</b>	
11. Rolled-back rate to be used for maximum millage levy calculation <i>(Enter Line 10 if adjusted or else enter Line 2)</i>	5.6056 per \$1,000 (11)
12. Change in per capita Florida personal income <i>(See Line 12 Instructions)</i>	1.0447 (12)
13. Majority vote maximum millage rate allowed <i>(Line 11 multiplied by Line 12)</i>	5.8562 per \$1,000 (13)
14. Two-thirds vote maximum millage rate allowed <i>(Multiply Line 13 by 1.10)</i>	6.4418 per \$1,000 (14)
15. Current year proposed millage rate	3.9312 per \$1,000 (15)
16. <b>Minimum vote required to levy proposed millage:</b> (Check one)	(16)
<input checked="" type="checkbox"/> a. Majority vote of the governing body: Check here, if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. <i>Enter Line 13 on Line 17.</i>	
<input type="checkbox"/> b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. <i>Enter Line 15 on Line 17.</i>	
<input type="checkbox"/> c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. <i>Enter Line 15 on Line 17.</i>	
<input type="checkbox"/> d. Referendum: The maximum millage rate is equal to the proposed rate. <i>Enter Line 15 on Line 17.</i>	
17. The selection on Line 16 allows a maximum millage rate of <i>(Enter rate indicated by choice on Line 16)</i>	5.8562 per \$1,000 (17)
18. Current year gross taxable value from Current Year Form DR-420, Line 4	\$ 1,761,104,207 (18)

19.	Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000)</i>	\$ 6,923,253	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000)</i>	\$ 10,313,378	(20)

<b>DEPENDENT SPECIAL DISTRICTS AND MSTUs</b>		<b>STOP HERE. SIGN AND SUBMIT.</b>
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21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM)</i>	\$ 0	(21)
22.	Total current year proposed taxes <i>(Line 19 plus Line 21)</i>	\$ 6,923,253	(22)

**Total Maximum Taxes**

23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM)</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus line 23)</i>	\$ 10,313,378	(24)

**Total Maximum Versus Total Taxes Levied**

25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(25)
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<b>S I G N  H E R E</b>	<b>Taxing Authority Certification</b>		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :				Date :
	Title : CONSTANCE HOFFMANN, TOWN MANAGER		Contact Name and Contact Title : JUNE WHITE, TOWN CLERK		
	Mailing Address : 4501 NORTH OCEAN DRIVE		Physical Address : 4501 NORTH OCEAN DRIVE		
City, State, Zip : LAUDERDALE-BY-THE-SEA, FLORIDA 33308		Phone Number : 954/6404200	Fax Number : 954/6404236		

**Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.**



## Town of Lauderdale-By-The-Sea

**Office Of The Town Manager**

4501 N. Ocean Drive  
Lauderdale-by-the-Sea, FL 33308

Date: July 20, 2012

Mayor Roseann Minnet  
Vice Mayor Scot Sasser  
Commissioner Mark Brown  
Commissioner Stuart Dodd  
Commissioner Chris Vincent

Honorable Mayor and Commissioners:

Three-quarters of the way through the current fiscal year, we have already accomplished the following goals that were established at the beginning of the year:

1. Completed an engineering evaluation of the condition of the Town's sewer system and developed a capital plan to make necessary repairs to the infrastructure. The Commission has already awarded two contracts for the repair work and in August we will know the extent to which the sewer lateral connections have to be rebuilt or repaired.
2. Constructed drainage improvements on Flamingo Drive, West Tradewinds Ave, and Harbor Drive, all at a cost less than projected by the design engineer.
3. Completed the Terra Mar entryway neighborhood grant project.
4. Awarded two neighborhood grants, which are under development.
5. Completed the North A1A Landscaping Project, and at a cost less than projected.
6. Improved the effectiveness and cost-efficiency of government services in the following manner:
  - a. Substantially increased code enforcement activity at no additional cost by contracting that responsibility to a private sector vendor. Made a concerted effort to inspect hotels that were the subject of tourist complaints about physical or safety conditions.
  - b. Decreased the time it takes to turnaround building plans, and improved customer service to contractors and homeowners by switching from County staff to a private sector building services contractor. The steady stream of complaints we used to receive about building plans reviewers and inspectors has virtually come to a halt.
  - c. Reduced fees for fire safety reviews of building applications by 50%.
  - d. Reduced building permit fees for small jobs.
  - e. Reduced the cost of operating the Town's parking system by over \$100,000 annually by contracting with a private sector firm to handle parking operations responsibilities. The transition to the new company was very smooth.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

- f. Renegotiated the contract with Choice Environmental for garbage collection services before extending it in order to get significant financial concessions from Choice. Choice will pay the Town approximately \$50,000 for the purchase of recycling carts, will now pass on reductions in the fees they pay to dispose of the Town's garbage to the Town and its residents (as opposed to profiting from such reductions as the prior contract would have enabled them to).
7. In the arena of economic development:
  - a. Adopted a brand logo and tag line to market the Town to visitors.
  - b. The Commission created the Restaurant Parking Exemption program, which enabled 5 existing restaurants to expand and is the catalyst for 3 new restaurants/cafes to open in Town.
8. Followed through with planning priorities to: establish mid-century modern as the preferred architectural style and eliminate the mandate that new building or substantial renovations be done in the Mediterranean style; modify the code to encourage investment in and redevelopment of existing hotels, to discourage the conversion of tourist units to residential use, and to facilitate the development of new hotels; revise the sign code; and adopt language to clean up the commercial business district of our code.

## OVERVIEW OF FY 2013 BUDGET

In accordance with Article V, Section 5.5 (7) of the Town's Charter, I hereby submit the Town Manager's recommended budget for the Fiscal Year 2012-2013, which begins on October 1, 2012 and ends on September 30, 2013.

If there is a single theme in the proposed budget, it is the physical improvement of the Town's infrastructure and aesthetic appearance. The proposed budget contains funds to construct:

- A dynamic streetscape plan for the two easternmost blocks of Commercial Boulevard;
- A vastly improved drainage system for Bougainville Drive between the fire station and Pine Avenue;
- The Beautification of Commercial Boulevard and the four shopping centers between the Intracoastal Bridge and Seagrape Drive that will set the stage for reinvigorating those retail areas;
- The Creation and placement in prominent sites of Commercial Boulevard of beautiful metal sculptures depicting the sea creatures and coral that live on one of the Town's most unique features – the coral reef;
- Repairs that will extend the useful life of the Town's sewer infrastructure;

## Town of Lauderdale-By-The-Sea



### Fiscal Year 2013 Budget Message

- Storm water drainage improvements in the Bel-Air and Hibiscus/Allenwood/Tropic neighborhoods;
- Exterior improvements to small hotels that agree to maintain the quality standards set by the Superior Small Lodgings group; and
- Expansion of parking at the municipal complex, in the A1A parking lot, and on South Bougainvillea Drive.

Every one of these projects fulfills longstanding goals of the Town; 2013 will be the year when the promises and dreams of the past become reality.

There is good news for taxpayers and residents in the proposed budget.

- The Town can complete all of these projects with existing funds; no debt is required.
- It is recommended that the Town reduce the ad valorem (property) millage rate, by adopting the roll back rate of 3.9312 mills.
- Sewer rates will be reduced for the majority of customers of the Town's sewer system in October. The Town will reduce the revenue it collects from sewer fees by 10%. This is possible because the Town's sewer infrastructure has held up better than was to be expected for its age, and much of it can be repaired through means less costly than digging up the entire system and replacing it.
- As a response to our residents' concerns about the cost of their water and sewer bills, it is recommended that the Town cut the utility tax charged on water service by 50%. (There is no utility tax on sewer service.) For those who receive water service from the City of Fort Lauderdale, this will help offset the 8% increase in rates that Fort Lauderdale will be imposing on them starting in October. Those residents who live north of Pine Avenue receive water service from Pompano Beach and will enjoy the cut in utility taxes on water in full because Pompano is not planning a rate hike next year.
- While not a line item in our budget, all residents will enjoy a reduction in their garbage rates effective October as a result of the Town's success in negotiating new terms in our contract with refuse collector Choice Environmental and because of a decrease in tipping fees. The exact amount of the garbage rate reductions is being determined and this information will be available at the budget hearings in September.

In the pages that follow, we have described the significant features of the proposed FY 13 budget.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### THE GENERAL FUND BUDGET

The General Fund comprises 51% of the total Town budget and finances most of the functions of government, including legislative and management functions, police and emergency medical services, finance, public works, planning, code enforcement, development/building services, recreation facilities and programs. The recommended General Fund budget for FY 13 is \$10,213,927, an increase of \$275,214 (2.8%) from the current year General Fund budget of \$9,942,446.

That increase can be attributed in entirety to a different method of handling building permit collections and inspection costs. In the past, the Town only budgeted the net revenue (\$35,000 in the FY 2012 budget) from building permits and not the cost of providing building plans reviews and inspections. Now that the Town has switched from a government provider for building services (Broward County) to a private provider (Cap Government Inc.), the Town is collecting all the permit fees (estimated to be \$450,000) in FY 2013, and budgeting to pay CAP for their services (\$375,000).

***Were it not for that change in accounting, the General Fund budget would have actually declined in FY 13.***

A discussion of large revenue accounts and each Department's expenditure budget is provided in the pages that follow.

### GENERAL FUND REVENUES

#### **Appropriations from Fund Balances**

We propose to use \$225,000 of the General Fund balance to cover the cost of the Paint Only Program (POP) and Hotel Improvement Program (HIP) grants and a marketing study because these are costs that are not of a continuing nature and it is appropriate to use fund balances to pay for non-recurring expenditures.

There is a reserve for vehicle replacements in the General Fund that currently totals \$183,285. We propose to use approximately \$37,000 of that reserve next year to purchase a pickup truck to replace the oldest truck in our fleet and an old, fuel-inefficient passenger car in our fleet.

#### **Ad Valorem Taxes**

The single largest revenue source in the General Fund, and in the entire budget, is the ad valorem tax levied on real property and taxable commercial personal property

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

located within our municipal boundaries. The millage rate is the multiplier applied to every \$1,000 of taxable property value in the Town. The Broward County Property Appraiser has determined the value of property in Lauderdale-by-the-Sea as of January 1, 2012 to be \$1,761,104,207 billion.

This is the first year since FY 2007-2008 that property values in Town have increased.

State Statutes dictate how taxable values are determined, how much millage a municipality may levy, and what process has to be followed to levy taxes. State law defines the "roll back rate" as the millage rate that is required to generate the same tax revenue for the Town as last year's levy should have produced, without consideration of any new construction that may have occurred. Florida Statutes leave new construction out of the equation in calculating the roll back rate because it is assumed that there is a new service burden on a municipality from new developments and that the property should generate additional tax revenue to the governing body to pay for municipal services. New construction and renovations in the Town added only \$1,593,940 million to the tax roll, which will produce nominal tax revenue of \$5,953 to the Town.

The roll back rate, however, does not adjust for downward reductions in the Town's total assessed value that occur as a result of the appeals that are granted to the Value Adjustment Board. The Town's assessed value decreased by approximately \$30 million after the millage rate was adopted last year, which means that the roll back rate will produce \$120,000 less than it would have had those appeals not been granted.

**Table 1 - CHANGE IN ASSESSED VALUE**

	FY 2012 adjusted	FY 2012	Change + (-)
Taxable Value	\$1,729,694,589	\$1,759,510,267	1.7%
New Construction		\$1,593,940	0.09%
Total		\$1,761,104,207	1.81%

The roll back rate for FY 13 is 3.9312 mills, or \$3.93 for every \$1,000 of a property's assessed valuation. In the current fiscal year, the millage rate was 3.999 mills.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

Depending on the decisions the Commission makes in reviewing this proposed budget, it may be possible to go a bit lower than the rollback millage rate. It is recommended that we tentatively adopt the roll back rate for advertising purposes, but consider if we can whittle the rate down a bit further between now and budget adoption in September.

Adoption of the proposed millage rate would keep the amount of property taxes levied in FY 13 consistent with FY 12 (plus new construction). The following table shows actual collections for FY 08 through FY 11. To date we have collected 97.6% of the FY 12 property tax levy. The FY 13 revenue projection is shown at 95% as provided by state law and includes new construction. State law allows the Town to budget to collect only 95% of the revenue that should theoretically be collected as a result of the ad valorem levy. This is a safeguard because there is an appeal process for property owners to challenge the appraised value of their property and the Town's tax collections can decrease as a result of decisions made by the Value Adjustment Board (VAB). We did in fact experience significant reductions in values as the results of VAB decisions last year.

**Table 2 – MILLAGE AND PROPERTY TAX HISTORY**

	Year	Millage	Property Tax Collected	Change	
				\$	%
1	FY 08	3.9990	\$9,094,308		
2	FY 09	3.9990	\$8,176,504	-\$917,804	-10%
3	FY 10	3.9990	\$7,376,066	-\$800,438	-10%
4	FY 11	3.9990	\$6,901,414	-\$426,066	-6%
5	FY 12	3.9990	\$6,748,169 (collection to 7-20-12)	-\$153,245	-2%
6	FY 13	3.9312	\$6,577,090 *	-\$171,079	-3%

\*The state only allows us to budget for this amount of Tax Revenue. We expect we will receive more actual revenue.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### Utility Taxes and Franchise Fees

These two sources of revenue combined are expected to generate approximately \$1.7 million in revenues to the General Fund in the current fiscal year. The utility tax levy is 10% on electric, water and natural gas bills and the franchise fees vary according to the franchise business. The bulk of the revenues come from Florida Power and Light billings.

Staff is recommending a 50% decrease in the utility tax on water service in the new fiscal year, from 10% to 5%. That will reduce Utility Tax collections next year by around \$145,000. This action is being recommended as a way to reduce the impact of the 25% surcharge the cities of Fort Lauderdale and Pompano Beach charge our residents for water service, a surcharge that we feel is much too high but that is allowed under current State law. The Town asked last year that the Broward legislative delegation introduce a bill to reduce the surcharges, but no member of the delegation stepped up to do so.

**Table 3 – Utility Tax Revenues**

Source	Actual	Budget	Recommend
	FY 11	FY 12	FY 13
FP&L	\$710,943	\$710,000	\$700,000
Natural Gas	\$20,217	\$22,000	\$19,000
Water	\$275,183	\$295,000	\$145,000
<b>TOTAL</b>	<b>\$1,006,343</b>	<b>\$1,027,000</b>	<b>\$864,000</b>

We are projecting that Franchise Fees will increase by around \$25,000 in FY 13 compared to the FY 12 budget. Franchise fees are collected from FP&L, Choice Environmental, and the natural gas suppliers for their operations in Town.

### State Shared Revenues

State-shared revenues include municipal revenue sharing, sales tax, the communication sales tax (taxes collected on telephone and cell phone bills) and a portion of state gasoline taxes are projected to increase by \$83,000 next year (from \$825,000 budgeted in FY 12 to \$906,000 in FY 13). During the current fiscal year, revenue from these sources will exceed the budget and further increases are expected to occur next year in sales tax and communications taxes barring another economic downturn. Given the concerns that Europe's economic problems could affect the U.S. economy, we are being a bit conservative in budgeting these revenues next year.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### Transfers into the General Fund

The Recommended FY 2013 Budget eliminates the contribution to the General Fund from the Parking Fund entirely and reduces the transfer from the Fire Fund to the General Fund.

For years a transfer has been made from the Parking Fund to the General Fund, presumably to pay back the General Fund for the monies spent on the acquisition of various properties for parking lots. The General Fund has been fully reimbursed for those contributions to the parking system. In light of the expectation that the parking fund will absorb expenses of \$500,000 next year for the expansion of parking, we propose to eliminate the transfer to the General Fund from the Parking Fund next year.

It is also recommended to reduce the payment from the Fire Fund to offset administrative and management overhead costs the General Fund absorbs that relate to the delivery of fire protection and suppression services from \$40,000 to \$20,000 as we are not having to spend as much time on VFD-related issues as in the past.

### GENERAL FUND EXPENDITURES

The General Fund budget – the budget that is supported by property taxes – is increasing less than 1%.

There are two very significant changes in the proposed General Fund budget. The first is the inclusion of \$375,000 for the Cap Government contract for plans review and building inspection services. In the past, these services were provided by the County but we did not have an expenditure line item because the County collected and kept 90% of the build permit fees to cover the cost of serving us. Our arrangement with CAP is different. We now collect the building permit fees, and pay CAP 75% of the regular fees, plus certain training supplements that are tacked onto permit fees per State directive. This different way of accounting for building services had the effect of increasing the Development Services Department budget by \$375,000.

That increase was offset by the second significant change in the General Fund budget - a proposed decrease of \$370,000 in the transfer from the General Fund to the Capital Improvement Fund (from the current year's allocation of \$870,000 to \$400,000 next year). This is the third year in a row that we have decreased the amount transferred to the Capital Improvement Fund. (In FY 10, the transfer was

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

\$1.6 million; in FY 11 it reduced to \$1.15 million; and, in the current year it was reduced to \$870,000.) This decrease is possible because we have significant balances in both the Capital Improvement Fund and the General Fund that are sufficient to fund the capital projects planned for the next several years.

### General Fund Department Budgets

Table 4 compares the expenditure budgets for all General Fund Departments in the current fiscal year to what is proposed for next year.

**TABLE 4- DEPARTMENT COMPARISONS ( Revised 7-24-12 )**

	FY 12 Adopted Budget	FY 13 Recommended Budget	Change	
			\$	%
Commission	\$101,805	\$93,721	(\$8,084)	-8%
Donations	\$14,187	\$14,218	\$31	0%
Chamber	\$63,706	\$74,912	\$11,206	18%
Administration	\$872,288	\$896,003	\$23,715	3%
Town Attorney	\$368,000	\$368,000	\$0	0%
General Government	\$951,885	\$978,188	\$26,303	3%
Business Dev & Marketing	\$314,500	\$350,800	\$36,300	12%
Police	\$3,459,554	\$3,533,601	\$74,047	2%
EMS	\$754,659	\$754,659	\$0	0%
Development Services	\$404,240	\$859,791	\$455,551	113%
Municipal Services	\$1,425,288	\$1,537,007	\$111,719	8%
Recreation & Beach	\$344,554	\$358,980	\$14,426	4%
Transfer to CIP	\$870,000	\$400,000	(\$470,000)	-54%
Total	\$9,944,666	\$10,219,800	\$275,214	2.8%

Included in all budgets is a projected 13% increase in health insurance premiums. We are awaiting a health insurance renewal quotes from our current carrier and the Florida League of Cities insurance carrier. The quotes will be available before final adoption of the budget in September.

We have made provisions in the budget for performance merit increases for employees whose performance warrants one in accord with the personnel rules.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

A description of other significant changes in the Department budgets is provided in the pages that follow. The departments are discussed in the order in which they appear in the budget worksheet.

### Town Commission

The recommended Town Commission budget decreases by 8%.

It includes the allowable 5% increase of in the Mayor and Commissioners' compensation, a cost increase of less than \$3,000. The Commission has not had an increase in compensation for years.

Since there is no municipal election planned at this time for next fiscal year, the \$4,200 election expense in the FY 12 year budget was not re-budgeted in FY 13, as was the membership in the National League of Cities per the Commission's decision earlier this year.

### Donations to Non-Profit Organizations

The Commission's direction was to fund the following non-profit organizations in the amounts indicated below:

Area Agency on Aging	\$10,120
Women in Distress	\$ 2,000
Kids Voting Broward	\$ 1,547
Family Central	\$ 551

### Chamber of Commerce

The budget provides funding in the amount of \$40,000 to the Chamber of Commerce for operation of the Visitors' Center. The Town will also spend \$35,000 next year on maintaining the Town-owned grounds and building in which the Chamber operates and paying the utility costs for the building. That \$35,000 figures includes \$8,000 to replace the windows in the building with high impact windows.

### Administration Department

The budget for this Department is proposed to increase by 3%, primarily because the current budget was under-budgeted for employee retirement costs.

There are some changes proposed in how salaries are allocated in this Department. Because the Finance Director began overseeing the parking operation this year, we propose to allocate 10% of his personnel costs to the Parking Fund next year to more accurately reflect the cost of that operation.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

And because of the amount of time I spend on capital projects, we have allocated 10% of my salary and benefits to the Capital Improvement Fund in FY 2013.

### Town Attorney

The Town Attorney's budget remains the same as in the current year - \$368,000. We expect to spend less than that amount in the current fiscal year, even given the unexpected expenses of almost \$17,000 so far this year on matters related to the County ethics ordinance and its application to the Town. Next year, we will have fewer LDR amendments that will require the Attorney's review, but we anticipate she will have a good deal of involvement in the work of the Charter Review Board.

### General Government Department

This Department is where expenditures that have a broad impact on government operations are budgeted. While the actual expenditure accounts in this budget are going down, the overall Department budget is showing a 3% increase because I've increased the General Funds contingencies account as a place keeper for funds in excess of operating needs until the Commission makes final decisions about the budget. The contingency account includes approximately \$80,000 that could be cut from the proposed budget if the Commission does not have any expenditures that they wish to add to the budget. In speaking with individual Commissioners about the proposed budget, there was some interest in allocating additional funding for some capital projects. These funds are there to give the Commission the flexibility to do that.

The Public Information Officer is budgeted here, as is a portion of the Assistant Town Manager's salary. In the current fiscal year, 80% of the Assistant Manager's salary is charged here (with the other 20% to the Parking Fund). Since the Finance Director has taken over the oversight responsibility for parking and the Assistant Town Manager spends a great deal of time in his role as Development Services Director, we have only allocated 50% of his salary to the General Government Department in next year's budget.

It is also recommended that we reduce the budget for consultants/professional services for the second year in a row. We reduced it by \$100,000 in FY 12 and propose to reduce it another \$20,000 (to \$55,000) next year.

The line item for automobile, property and liability insurance will decrease by 15% (\$34,000). The Florida League of Cities is our insurance carrier for this coverage and the budget is based on the premiums they have quoted us.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

The capital outlay account in this budget is also proposed to be reduced by \$30,000 as most of the renovation of Jarvis Hall will be completed.

The Business Development & Marketing budget is increasing because of the Commission decision to carry over the funds that were budgeted but not spent in the current year for the Paint Only Program (POP) and the Hotel Improvement Program (HIP) incentive grants. The funds were not spent because we developed those programs late in the fiscal year and are only just now rolling them out.

Other funds that were budgeted but not spent this year on development of a marketing strategy and a base market study are also being carried into next year's budget.

### **Police Department & Emergency Medical Services Departments**

As is almost always the case, expenditures for public safety exceed the cost of any other functional area in a municipality's budget. Forty-two percent of the General Fund budget (\$4.3 million) is devoted to funding police and emergency medical services.

The cost of the BSO contract for police services will increase by \$75,000 (or 2%) next year. There is no change in staffing levels. The increase is the result of health insurance costs for BSO personnel.

AMR is the Town's emergency medical services provider, with backup support from the VFD. Under their contract with the Town, AMR is entitled to an automatic 4% increase in compensation, which they have waived for FY 13 in exchange for the Town agreeing to discuss a possible extension of their contract. Those discussions will begin in August.

### **Development Services Department**

The FY 13 budget for Development Services is increasing substantially as a result of a change in the way we are accounting for building services but, in reality, our new building services provider is a financial win for the Town. As mentioned earlier in this Budget Message, when Broward County performed building services for the Town, they kept the building permit revenues as compensation for their services. They remitted only the Town's 10% surcharge on the fees to the Town. We structured the contract with CAP Government Inc. (the new services provider) so that the Town collects and retains all the permit fees, but pays CAP 80 percent of the fees, plus the fees required by state law for training of building inspectors. As a result, a new expenditure line item was added to the budget in the amount of \$375,000 for CAP's services. That cost is more than offset by the building permit fee revenues of

## Town of Lauderdale-By-The-Sea



### Fiscal Year 2013 Budget Message

\$450,000, hence the earlier comment that the contract with CAP is actually financially advantageous to the Town.

We also had to budget \$116,000 for the contract with Calvin Giordano for code enforcement services. That was offset entirely by eliminating the Code Enforcement Supervisor and Code Enforcement Officer positions. Both of those positions were vacant, which was the impetus for us to contract code enforcement out. We have seen a noticeable increase in productivity and compliance with the Calvin Giordano contract. Calvin Giordano's staff has been particularly active and effective in dealing with code violations at a number of hotels in Town. By taking these cases to the Code Magistrate quickly rather than accepting owners' and operators' promises that they will correct the violations month after month, we are seeing some hotels submit plans and get building permits to make much-needed improvements to their properties.

The salary and employee benefits line items in this Department's budget have decreased, but the savings has been offset somewhat by the recommendation that we move 50% of the Assistant Town Manager's salary to this department in FY 2013. He serves as the Department Director and spends 50% of his time in that function, so it makes sense to show half of his salary and benefit cost here.

The consulting budget in this Department has been decreased by \$6,700 next fiscal year, as we will have completed most of the planning priority projects by the end of the current fiscal year. Priority # 6, the development of architectural guidelines, will carry over into next year so we will still need assistance on it.

### **Municipal Services Department**

The Municipal Services' budget will increase by approximately \$112,000 or 8% next year.

In May, the Commission approved adding a 30 hour per week position in order for the Department to keep up with its increasing maintenance responsibilities. We recommend increasing that position to full time in FY 13, which increases the budget by about \$10,600 above the mid-year budget amendment the Commission already approved.

The cost of water service to Town buildings and landscaping is projected to increase by \$36,000 next year. This is the result of back-to-back water rate increases from Fort Lauderdale (8% increase coming in October), the discovery that a commercial property was being billed by Fort Lauderdale for the irrigation of a portion of the El Mar median, and increased watering of plant materials in the El Mar median to improve the appearance of that important street.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

There are several capital outlay items proposed in next years' budget that contributed to the increase in the Department's budget– hurricane high impact windows that will be installed in the community center and on the eastern side of Jarvis Hall, the replacement of the oldest pickup truck in our fleet, and the replacement of an old, gas-guzzling code enforcement vehicle with a more fuel-efficient vehicle. We propose to use \$37,000 from the Vehicle Replacement Reserve for the truck and passenger car purchases.

### Recreation

There is a nominal (\$14,000) increase recommended in this budget, which pays for the maintenance of the Town's parks and beaches, furnishings and trash cans for those sites, and expenses associated with the Town's traditional events such as Halloween, Easter by the Sea, and the Fourth of July. The special events budget includes the \$2,500 we traditionally contribute to the Christmas by the Sea celebration. As you know, the Chamber recently indicated they do not wish to sponsor Christmas by the Sea next year. I will be discussing that decision further with them and will report back to the Commission before the budget is adopted on suggestions for Christmas by the Sea.

The largest expense in the Recreation budget is for beach cleaning. Those services cost us approximately \$163,000 annually, but we added another \$10,000 to that account in light of recent directives from the Fish & Wildlife Commission (**FWC**) directing us to stop burying seaweed on the beach. There will be additional costs if our contractor must transport the seaweed off of the beach. Our plan is to get with the other coastal cities and seek a change in that directive from FWC. Commissioner Dodd has already appealed to the official who made the decision to reconsider it, for environmental reasons as well as economic ones.

## FIRE FUND

### Fire Assessment Fees

The third largest source of revenue to the Town is the Fire Assessment Fees that are levied at the rate of \$130 per year per residential property and from \$249.50 to \$9,971.00 per year for non-residential properties, depending on square footage. The rate has remained the same since FY 2007/2008 and no adjustment is proposed for FY 2013. That decision was made after the Commission reviewed the five year capital plan prepared by the VFD, which indicated the Squirrt (a combination

## Town of Lauderdale-By-The-Sea



### Fiscal Year 2013 Budget Message

pumper/ladder truck) will need to be replaced in five years at an estimated cost of \$700,000.

While the Fees will generate approximately \$1 million next fiscal year, some \$145,000 more than we expect to spend, we need to set aside funds in each of the next five years so that we will have the funds needed to cover the cost of the new Squirt in FY 17. In FY 13, it is recommended that \$110,000 of the excess revenues be placed in the Fire Vehicle/Equipment Reserve.

In the current fiscal year we also took a look at whether the ratio of fire service calls from residential properties compared to commercial properties had changed considerably since the ration was set back in 2004. We determined that the percentage of calls attributable to commercial properties had actually increased. We also researched the methodology used by other Broward cities in assessing fire fees and determined that cities were split about 50/50 on how they assessed non-residential properties.

The Commission decided not to alter the fire fee methodology for FY 13, but decided to discuss next fiscal year whether to eliminate the tiering methodology for commercial buildings and go to a straight fee per square foot. That decision must be made before May 1, 2013 in light of the Property Appraiser's deadline for cities to advise them of changes in fee assessment methodology.

#### **Fire Department Expenditures**

Although the VFD contract expense will increase by only \$53,200 or 7%, due to the good work of the VFD Board in keeping expenses under control, the entire Fire Department budget will actually decrease by \$173,061 next year. This is because we budgeted \$325,000 in the current year budget to purchase a new fire engine. (The truck has been ordered and is currently being built. We expect delivery in late September.) Next year, capital expenditures will be reduced to \$95,000, of which \$45,000 is for station and public safety building repairs and \$55,000 is for new fire equipment.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### **PROPRIETARY (a.k.a. ENTERPRISE) FUNDS**

Proprietary Funds (sometimes called Enterprise Funds) are funds where the revenues connected with providing a municipal service are supposed to completely offset the cost of the service. The Town has two Proprietary Funds – the Parking Fund and the Sewer Fund.

#### **SEWER FUND**

Water service to the Town is provided by both the cities of Fort Lauderdale and Pompano Beach. In the northern portion of the Town, Pompano Beach owns the water and sewer systems and bills our residents directly.

The Town owns the sewer system from Pine Avenue to the Town's southern boundary but does not have a sewage treatment plant. We have a contract with Pompano Beach to accept our wastewater flow and transmit it through their lines and pump station to the County's treatment plant on Copans Road. The master sewer agreement with Pompano Beach provides that they maintain our two pump stations and pay the County for the treatment of our wastewater. They charge us, of course, for all of those services.

#### **Sewer Fund Revenues**

Revenues from sewer rates are expected to decline by 10% or \$125,000 from the current year's projected income of \$1.25 million to \$1.12 in FY 2013, if the Commission adopts the new sewer rate structure prepared by Burton & Associates.

The FY 13 budget calls for the Town to appropriate almost \$500,000 from the Sewer Fund balance to help cover the \$686,000 in expenses expected next year to continue making repairs to the Town's sewer infrastructure. That work began this summer after an engineering evaluation was made of the condition of the sewer system and will continue into next year and the following year.

#### **Sewer Expenditures**

Budgeted Sewer Fund expenditures will increase by \$475,478 or 41% next year, completely as the result of the repairs that will be made to the sewer infrastructure.

Our expenditures in the sewer fund have four major components:

1. Our personnel costs associated with operating and managing the sewer system (approximately \$98,000 next year).

## Town of Lauderdale-By-The-Sea



### Fiscal Year 2013 Budget Message

2. Payments made to Pompano Beach under the terms of our master sewer agreement with them. Those charges appear in the expenditure line item in entitled "Sewer/Wastewater". We are projecting those charges to be \$688,000 next year, a decrease from this year's projected expense of \$731,000. The decrease is the result of expected reductions in infiltration resulting from the \$452,000 in repairs we are making in the current fiscal year and some benefit from repairs we will make next fiscal year.
3. The \$686,000 for capital repairs to the sewer infrastructure next fiscal year mentioned earlier.
4. Other categories of expenses - \$78,000 for operating and maintenance costs, \$25,000 for possible emergency repairs, and a \$50,000 contingency for unforeseen expenses or to cover for revenue shortfalls.

By making repairs to the infrastructure, the Town will extend the life of the sewer system and reduce the infiltration of storm and ground water into the system through leaks, cracks or pipe failures. This is important because infiltration is costly to the Town, given that Pompano charges us for the volume of our wastewater that flows into their system. By reducing infiltration, we expect to decrease what we have to pay Pompano and help offset some of their future rate increases to us.

The reduction in infiltration should accelerate into FY14 after we make the budgeted repairs next year. If we are successful in making a real dent in infiltration, that will not only reduce the volumetric charges we pay Pompano, but should also be helpful in reducing their charges to us for the operation of the Pompano lift station that pumps our wastewater through their system. (We pay our proportional share of the costs of operating that lift station and our share jumped dramatically two years ago after Pompano addressed their own infiltration problems.)

## PARKING FUND

### Current Year Revenues

Parking meter revenue in the current fiscal year has been robust and is expected to surpass what we budgeted by \$586,000 (or 62%). This is the result of parking rate increases, the expanded use of parking pay stations which accept credit card payments, and improved way finding signage to the A1A lot. Revenues in the A1A lot, in fact, are expected to exceed budget by 293%.

Parking citation revenue, on the other hand, is expected to come in \$43,500 below budget, presumably because of the pay stations, the use of credit cards to pay for parking, and the introduction of pay-by-phone which allows customers to add time onto

## Town of Lauderdale-By-The-Sea



### Fiscal Year 2013 Budget Message

the meter from wherever they are sitting; all of these make it easier for parkers to pay for the time they need and avoid a ticket.

#### **FY 2013 Revenue Projections**

Meter revenues next year will be negatively impacted by the disruption that will be caused throughout the year by reconstruction of the A1A parking lot and the construction of the Commercial Boulevard streetscape and drainage projects. The first project will be to combine and reconfigure the A1A and Wings parking lots so that it will be ready to accept parkers when construction on the East Commercial streetscape and drainage project starts in late spring. Even with the months that the A1A lot will be closed for construction, we believe revenues in that lot will continue to grow as parking will be redirected there during the construction of the East Commercial streetscape and drainage project.

Revenues from the Oceanfront Center meters will obviously decline significantly as many of these meters will be removed as a result of the streetscape project. We have assumed that the construction will begin in the easternmost block first so those meters will be out of service longer than the meters in the second block. The El Mar lot will also experience a reduction in revenues during the construction period.

We also expect disruption of parking when the West Commercial streetscape and parking lot drainage project is undertaken, so we have been conservative in projecting parking revenues from the four parking lots affected by that construction next year. Construction will take place when revenue from those meters is generally low anyway.

We did not assume that the Town would reduce parking fees in certain areas next year during construction. If the Commission determines you want to do that, or figured out a system for waiving fees for parkers who patronize the businesses in the construction areas, we will have to revise the revenue projections and pull down funds from the Parking Fund balance.

We did not project revenues from the new parking spaces that will be constructed on South Bougainvillea Drive next year as we do not know when that project will be constructed, or how long it will take for people to become familiar with that parking.

We did reflect the proposed \$21,000 increase in the Benihana license fees in next year's revenues.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### Expenditures

Expenditures in the Parking Fund will increase dramatically next year because we have budgeted \$500,000 for the construction of parking spaces on South Bougainvillea, the combination and reconfiguration of the A1A and Wings parking lots to create additional parking spaces and improve circulation and access to that lot, and a portion of the cost to construct a new parking lot between Jarvis Hall and the public safety building. While the latter lot will primarily be for employee and public safety contractors' parking, we do expect to meter a portion of the lot for off hour use by the public so it is appropriate for the Parking Fund to pay some portion of the cost to build the lot. It should be noted that all three of the parking expansion projects are under design and we do not have even preliminary cost estimates for their construction, so the \$500,000 is not a firm figure at all.

These large capital expenditures and the disruption in parking revenues caused by the Commercial Boulevard streetscape projects means that the Parking Fund will not generate much of a profit, if any, next year. However, that will change dramatically in FY 14 when the projects are done and the Parking Fund should be quite profitable again.

The other significant change in Parking Fund expenditures is the shift to contracted parking operations that occurred effective June 1<sup>st</sup> is reflected for a full year in the FY13 budget. The shift to contracted operations will save the Town well over \$100,000 next year, even considering the supplement for health insurance and wages we are providing to the two employees who were laid off from their Town position and hired by the parking contractor. That supplement will end at the end of November.

In addition to the required debt service payments, we have budgeted to make the annual prepayment on the parking loans in January.

## Town of Lauderdale-By-The-Sea



### Fiscal Year 2013 Budget Message

#### CAPITAL PROJECT FUND

The Capital Improvement Fund budget will increase approximately \$1.46 million next fiscal year, because of the big projects that will be constructed next year. The bulk of the Capital Fund proposed \$5.7 million budget is composed of the following big projects:

1. \$1.9 million to construct streetscape and drainage improvements for the two easternmost blocks of Commercial Boulevard
2. \$1.5 million to construct streetscape and commercial center improvements and an entryway feature on Commercial Boulevard from West Tradewinds Avenue to Seagrape Drive.
3. \$625,000 to construct the drainage and streetscape improvements on Bougainvilla Drive from directly north of the fire station to Pine Avenue.

Table 5 shows the funding and capital projects planned for next year. Attached to the budget message is a table that shows the Proposed Five Year Capital Fund Plan (CIP).

The sources of funds for the FY 13 Capital Fund are:

- \$2.6 million from the Capital Fund balance;
- \$300,000 from the El Mar beautification reserve which will be used for those portions of the east Commercial streetscape and drainage improvements on El Mar Drive;
- \$2.38 million from the General Fund balance
- A budgeted \$400,000 transfer from the General Fund budget
- The \$30,700 reimbursement that the Plaza East Condominium has agreed to pay for the drainage improvements on Flamingo Drive
- \$12,000 in interest income on funds held in the Capital Fund

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

<b>TABLE 5 FY 2013 CAPITAL PROJECTS FUND</b>	
<b>FUNDING SOURCES</b>	<b>FY 13</b>
<b>FUND 300 CAPITAL FUND</b>	
FROM CAP FUND BALANCE	\$ 2,600,000
FROM EL MAR RESERVE	\$ 300,000
FROM GEN FUND BALANCE	\$ 2,383,800
TRANSFER FROM GENERAL FUND	\$ 400,000
PLAZA EAST CONTRIBUTION	\$ 30,700
INTEREST EARNINGS	\$ 12,000
<b>TOTAL</b>	<b>\$ 5,726,500</b>
<b>PLANNED EXPENDITURES</b>	<b>FY 13</b>
<b>FUND 300 CAPITAL FUND</b>	
<b>GENERAL</b>	
Salaries (Project Mgr, 10% TMgr)	\$ 90,810
Employer Taxes	\$ 5,723
Retirement	\$ 5,883
Insurance	\$ 18,000
Other	\$ 2,084
Contingency	\$ 100,000
<b>TOTAL GENERAL</b>	<b>\$ 222,500</b>
<b>DRAINAGE PROJECTS</b>	
Poinciana (Washingtonia to Pine)	\$ 80,000
19th St Drainage	\$ 350,000
Swale Restoration Projects	\$ 300,000
Other Drainage Projects	
<b>TOTAL DRAINAGE ONLY</b>	<b>\$ 730,000</b>

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

Table 5 continued

<b>STREETSCAPE &amp; DRAINAGE</b>	
Bougainvilla Dr (Fire Station to Pine)	\$ 642,000
Commercial Blvd (from A1A east; )	\$ 1,925,000
Commercial Blvd (Bridge to Seagrape)	\$ 1,540,000
<b>TOTAL STREETSCAPE + DRAINAGE</b>	<b>\$ 4,107,000</b>
<b>STREETSCAPE ONLY PROJECTS</b>	
Commercial Blvd (A1A to Seagrape)	\$ 125,000
<b>TOTAL STREETSCAPE ONLY</b>	<b>\$ 125,000</b>
<b>OTHER PROJECTS</b>	
Neighborhood Projects	\$ 30,000
Municipal Complex Parking Lot	\$ 220,000
Traffic Calming/Improvements	\$ 15,000
Reef Project	\$ 22,000
Wayfinding Signage	\$ 25,000
Beach Area Bathrooms	\$ 200,000
Roof + Plumbing -Public Safety Bldg (50% cost)	\$ 30,000
<b>TOTAL OTHER PROJECTS</b>	<b>\$ 542,000</b>
<b>TOTAL FUND EXPENDITURES</b>	
	<b>\$ 5,726,500</b>

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### THE ALL FUNDS BUDGET

The total All Funds proposed budget for fiscal year 2013 is \$20,042,605 compared to the FY 12 budget of \$17,710,663, an increase of \$2.33 million.

The reasons for the increase have been outlined in detail in the narratives provided earlier in this budget message. In summary, they are:

- The General Fund increased by only \$275,000, despite a new line item in the amount of \$475,000 for building permit and inspection services.
- A \$105,000 increase in the Law Enforcement Trust Fund budget for the purchase of license plate reader cameras to assist in law enforcement. The funds for this purchase come from monies and assets confiscated from criminals.
- A \$475,000 increase in the Sewer Fund, a direct result of the funds to be spent on repairs to the sewer system.
- A net increase of \$187,000 in the Parking Fund Budget as a result of construction of additional parking spaces that will be undertaken in FY13.
- \$1.46 million increase in Capital Fund expenditures, due to the significant projects streetscape and drainage projects that will be constructed next year.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### FUND BALANCES AND RESERVES

In the interest of transparency, the following table provides information on the funds available in the various reserve and fund balance accounts as of the beginning of this fiscal year, as well as projections on what will be available at the end of the current and the next fiscal year.

<b>TABLE 6- FUND BALANCES AND RESERVES</b>				
	Actual 9/30/2011	Estimated as of 9/30/2012	Appropriated for use in FY 13	Estimated 9/30/2013
<b>GENERAL FUND</b>				
Emergency Reserve	2,333,105	2,333,105		2,333,105
Vehicle Replacement Reserve	183,285	183,285	36,915	146,370
Undesignated Fund Balance	5,913,624	6,927,359	2,511,800	4,415,559
<b>Subtotal</b>	<b>8,430,014</b>	<b>9,443,749</b>	<b>2,548,715</b>	<b>6,895,034</b>
<b>CAPITAL FUND</b>				
El Mar Drive Improvements Reserve	927,566	927,566	300,000	627,566
Fund Balance - Designated for Capital Projects	4,344,074	3,878,466	2,600,000	1,278,466
<b>Subtotal</b>	<b>5,271,640</b>	<b>4,806,032</b>	<b>2,900,000</b>	<b>1,906,032</b>
<b>FIRE FUND Balance - Restricted</b>	485,980	423,315	(145,505)	568,820
<b>LETF FUND Balance Restricted</b>	198,211	198,211	124,638	73,573
<b>PARKING FUND Unrestricted</b>	136,550	629,884	(52,683)	682,567
<b>SEWER FUND Unrestricted</b>	1,750,052	1,475,765	495,978	979,787
Note: Projected Surpluses are shown as negative appropriations				

In the current fiscal year we have begun to draw down on the balances in the Capital Fund and Sewer Fund to finance capital projects. That draw down will accelerate in both funds in next year's budget as major capital projects are completed. The General Fund balance will actually increase in the current fiscal year, but we will need to use \$2.6 million of the balance in that fund next year for the Commercial Boulevard streetscape projects.

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### SUMMARY

A recap of important features of the proposed budget is:

- It is recommended that the Town adopt the rollback millage rate of 3.9312. Although a reduction from the current year's rate of 3.999, the roll back rate will produce about the same amount of tax revenues. The Town's millage rate will remain one of the lowest in Broward County.
- It is recommended that the utility tax on water services be cut in half, from 10% to 5%.
- The Commission has decided that the annual fire assessment fee will not change (\$130 for residential properties). This is one of the lowest Fire Assessment Fees charged by any city in Broward County.
- There is a reduction in Town staffing as a result of contracting our code enforcement and parking operations. The Town will have 35.25 FTE's (full time equivalent employees) in FY 13, compared to 41.25 FTE's in the current year. The comparative position count table on the next page illustrates the assignment of personnel to the various departments.
- Major improvements to the Town's sewer system, storm water drainage, the downtown, the Town's entryway on Commercial Boulevard and the four shopping centers in the western two blocks of Commercial Boulevard will be made. The Town's appearance will dramatically improve as a result of these projects.
- A public bathroom will be built for the use of beach patrons and visitors to our downtown area.
- A neighborhood landscaping project will be completed in the Hibiscus/Allenwood/Tropic Drive neighborhood.

I wish to thank Accountant Edner Saint-Jean, Accounting Specialist Tedra Smith for their hard work and assistance in the production of the budget and to Municipal Services Director Don Prince and Assistant Town Manager Bud Bentley for preparing their respective department budgets. A special thanks goes to Finance Director Tony Bryan, whose attention to detail and professionalism made this the smoothest budget preparation process I've enjoyed in Lauderdale-By-The-Sea.

## Town of Lauderdale-By-The-Sea



### Fiscal Year 2013 Budget Message

I also wish to thank the Commission for the clear direction you have provided on budget issues, the seriousness with which you approach your fiduciary responsibilities, and the leadership you have shown in moving the Town steadily to the realization of what for years have been just plans, promises, and dreams.

Respectfully submitted,

*Connie Hoffmann*

Connie Hoffmann  
Town Manager

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

<b>Draft 5 YEAR LAUDERDALE-BY-THE-SEA CAPITAL PROJECTS PLAN</b>					
<b>FUNDING SOURCES</b>	<b>FY 13</b>	<b>FY 14</b>	<b>FY 15</b>	<b>FY 16</b>	<b>FY 17</b>
<b>FUND 300 CAPITAL FUND</b>					
FROM CAP FUND BALANCE	\$ 2,600,000	\$ 1,279,074		\$ -	\$ -
FROM EL MAR RESERVE	\$ 300,000		\$ 627,566	\$ -	\$ -
FROM GEN FUND BALANCE	\$ 2,383,800	\$ 1,158,918	\$ 2,341,037	\$ 2,150,747	\$ 178,161
TRANSFER FROM GENERAL FUND	\$ 400,000	\$ 400,000	\$ 400,000	\$ 417,537	\$ 450,000
FDOT GRANT - NORTH A1A					
PLAZA EAST CONTRIBUTION	\$ 30,700	\$ 30,700			
INTEREST EARNINGS	\$ 12,000	\$ 2,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL</b>	<b>\$ 5,726,500</b>	<b>\$ 2,870,692</b>	<b>\$ 3,369,603</b>	<b>\$ 2,569,284</b>	<b>\$ 629,161</b>
<b>FUND 310 PARKING FUND</b>					
PARKING SYSTEM IMPROVEMENTS	\$ 500,000	\$ 150,000	\$ -	0	\$ -
<b>FUND 103 SEWER FUND</b>					
SEWER INFRASTRUCTURE REPAIRS	\$ 686,000	\$ 300,000	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 6,912,500</b>	<b>\$ 3,320,692</b>	<b>\$ 3,369,603</b>	<b>\$ 2,569,284</b>	<b>\$ 629,161</b>
<b>PLANNED EXPENDITURES</b>	<b>FY 13</b>	<b>FY 14</b>	<b>FY 15</b>	<b>FY 16</b>	<b>FY 17</b>
<b>FUND 300 CAPITAL FUND</b>					
<b>GENERAL</b>					
Salaries (Project Mgr, 10% TMgr)	\$ 90,810	\$ 93,080	\$ 95,407	\$ 97,792	\$ 100,237
Employer Taxes	\$ 5,723	\$ 7,446	\$ 7,633	\$ 7,823	\$ 8,019
Retirement	\$ 5,883	\$ 6,177	\$ 6,486	\$ 6,810	\$ 7,151
Insurance	\$ 18,000	\$ 19,800	\$ 21,780	\$ 23,958	\$ 26,354
Other	\$ 2,084	\$ 2,188	\$ 2,298	\$ 2,400	\$ 2,400
Contingency	\$ 100,000				
<b>TOTAL GENERAL</b>	<b>\$ 222,500</b>	<b>\$ 128,692</b>	<b>\$ 133,603</b>	<b>\$ 138,784</b>	<b>\$ 144,161</b>
<b>DRAINAGE PROJECTS</b>					
Flamingo Avenue Drainage					
Harbor Drive Drainage					
Poinciana (Washingtonia to Pine)	\$ 80,000	\$ 625,000			
19th St Drainage	\$ 350,000				
Swale Restoration Projects	\$ 300,000				
Other Drainage Projects		\$ 300,000	\$ 300,000	\$ 300,000	
<b>TOTAL DRAINAGE ONLY</b>	<b>\$ 730,000</b>	<b>\$ 925,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

### Draft 5 YEAR LAUDERDALE-BY-THE-SEA CAPITAL PROJECTS PLAN

<b>STREETSCAPE &amp; DRAINAGE</b>					
El Mar Drive		\$ 200,000	\$ 2,200,000	\$ 1,900,000	
Bougainvilla Dr (Fire Station to Pine)	\$ 642,000				
Commercial Blvd (from A1A east; )	\$ 1,925,000				
Portal Streets					\$ 400,000
Commercial Blvd (Bridge to Seagrape)	\$ 1,540,000				
<b>TOTAL STREETSCAPE + DRAINAGE</b>	<b>\$ 4,107,000</b>	<b>\$ 200,000</b>	<b>\$ 2,200,000</b>	<b>\$ 1,900,000</b>	<b>\$ 400,000</b>
<b>STREETSCAPE ONLY PROJECTS</b>					
FDOT North A1A (Pine to Pompano)					
South A1A			\$ 500,000		
South A1A Entryway Project		\$ 75,000			
Commercial Blvd (A1A to Seagrape)	\$ 125,000	\$ 1,300,000			
<b>TOTAL STREETSCAPE ONLY</b>	<b>\$ 125,000</b>	<b>\$ 1,375,000</b>	<b>\$ 500,000</b>		
<b>OTHER PROJECTS</b>					
Neighborhood Projects	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Municipal Complex Parking Lot	\$ 220,000				
Traffic Calming/Improvements	\$ 15,000				
Reef Project	\$ 22,000	\$ 18,000	\$ 12,000	\$ 7,500	\$ 5,000
Wayfinding Signage	\$ 25,000				
Beach Area Bathrooms	\$ 200,000				
Roof + Plumbing -Public Safety Bldg (50% cost)	\$ 30,000				
Street Lighting		\$ 25,000	\$ 25,000	\$ 25,000	
Street Resurfacing		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Beach Nourishment- Town Match		\$ 119,000	\$ 119,000	\$ 118,000	
<b>TOTAL OTHER PROJECTS</b>	<b>\$ 542,000</b>	<b>\$ 242,000</b>	<b>\$ 236,000</b>	<b>\$ 230,500</b>	<b>\$ 85,000</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 5,726,500</b>	<b>\$ 2,870,692</b>	<b>\$ 3,369,603</b>	<b>\$ 2,569,284</b>	<b>\$ 629,161</b>
<b>FUND 310 PARKING FUND PROJECTS</b>					
	\$ 500,000	\$ 150,000			
<b>FUND 103 SEWER FUND PROJECTS</b>					
	\$ 686,000	\$ 300,000			
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$ 6,912,500</b>	<b>\$ 3,320,692</b>	<b>\$ 3,369,603</b>	<b>\$ 2,569,284</b>	<b>\$ 629,161</b>

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

DEPARTMENT & TITLE	POSITION COUNT				Change from FY 12
	FY 10	FY 11	FY 12	FY 13	
<b>GENERAL FUND - 001</b>					
<b>Town Commission - 511</b>					
Mayor	1	1	1	1	
Vice-Mayor	1	1	1	1	
Commissioner	3	3	3	3	
<b>Total Commission</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>
<b>Administration - 513</b>					
Town Manager	1	1	0.9	0.8	
Assistant to the TM			0.7	0.75	
Executive Secretary	1	1			
Senior Office Specialist			1	1	
Town Clerk	1	1	1	1	
Deputy Clerk	0.75	1	1	1	
Senior Office Specialist	0.5	0.5	0.75	0.75	
Finance Director	1	1	1	0.9	
Accountant	0.5	0.5	1	1	
Accounting Specialist	1.75	1.75	1	1	
Human Resource/Risk Mgr	0.75				
<b>Total Administration</b>	<b>8.25</b>	<b>7.75</b>	<b>8.35</b>	<b>8.2</b>	<b>-0.15</b>
<b>Development Services - 524</b>					
Assistant Town Manager				0.5	
Director Development Servi	1	1			
Town Planner			1	1	
Zoning/Code Supervisor			1		
Senior Office Specialist	1	1	1	1	
Code Enforcement Officer	1.75	1.75	1		
<b>Total Development Services</b>	<b>3.75</b>	<b>3.75</b>	<b>4.0</b>	<b>2.5</b>	<b>-1.5</b>
<b>General Government - 519</b>					
Assistant Town Manager		0.85	0.8	0.5	
Public Information Officer	0.75	0.75	0.75	0.75	
<b>Total General Gov't</b>	<b>0.75</b>	<b>1.6</b>	<b>1.55</b>	<b>1.25</b>	<b>-0.3</b>
<b>Municipal Services</b>					
<b>Public Works - 541.100</b>					
Assistant Town Manager	1				
Municipal Services Director	1	1	0.8	0.8	
Assist Municipal Serv Directo	1	1			
Senior Office Specialist	1	1	1	1	
Maintenance Supervisor	1	1	2	2	
Maintenance Worker II	4	4	4	4	
Maintenance Worker I	3	4	4	5	
<b>Total Public Works</b>	<b>12</b>	<b>12</b>	<b>11.8</b>	<b>12.8</b>	<b>1.0</b>

# Town of Lauderdale-By-The-Sea



## Fiscal Year 2013 Budget Message

DEPARTMENT & TITLE	POSITION COUNT				Change from FY 12
	FY 10	FY 11	FY 12	FY 13	
<b>Chamber Facility - 511.200</b>					
Maintenance Worker I			0.25	0.25	
<b>GENERAL FUND TOTAL</b>	<b>33.5</b>	<b>33.85</b>	<b>34.95</b>	<b>32.5</b>	<b>-2.5</b>
<b>SEWER FUND</b>					
Town Manager			0.1	0.1	
Mun Services Director			0.2	0.2	
Maintenance Worker II	1	1	1	1	
Accountant	0.25	0.25			
<b>TOTAL SEWER FUND</b>	<b>1.25</b>	<b>1.25</b>	<b>1.3</b>	<b>1.3</b>	<b>0</b>
<b>CAPITAL IMPROVEMENT FUND</b>					
Town Manager				0.1	
Project Manager			1	1	0
<b>TOTAL CAPITAL FUND</b>			<b>1</b>	<b>1.1</b>	
<b>PARKING FUND</b>					
Assistant Town Manager		0.15	0.20		
Finance Director				0.10	
Parking Enforcement Superv	1.00	1.00	1.00		
Meter Repair Technician	0.75	0.75	0.75		
Parking Enforcement Officer	1.50	1.50	1.80		
Deputy Clerk	0.25	0.25			
Senior Office Specialist	0.50	0.25	0.25	0.25	
<b>Total Parking Fund</b>	<b>4.00</b>	<b>3.90</b>	<b>4.00</b>	<b>0.35</b>	<b>-3.65</b>
<b>TOTAL POSITIONS - ALL FUNDS</b>	<b>38.75</b>	<b>39.00</b>	<b>41.25</b>	<b>35.25</b>	<b>-6.0</b>



BUDGET WORKSHEET

Town of Lauderdale by the Sea

Month: 7/31/2012	Prior Year Actual	Current Year				(6) Dept. Req.	(7) Manager Rec.	(8) Comm. Adopted
		Original Budget	Amended Budget	Actual Thru July	Estimated Total			
Fund: 001 - General Fund								
Revenues								
Dept: 303.000 Intergovernmental Revenues								
338.100 BCC-Solid Waste RsrceRec Grant	0	0	0	0	0	65,000	65,000	
343.400 Recycling Revenue	24,034	30,000	30,000	19,496	30,000	40,000	40,000	
Intergovernmental Revenues	973,470	938,272	938,272	713,050	1,015,392	1,018,775	1,079,775	0
Dept: 304.000 Charges for Services								
343.902 Site Plan Application Fees	2,350	1,000	1,000	0	0	1,000	1,000	
347.500 Tennis - Shuffle Key	7,551	7,000	7,000	7,582	7,600	7,000	7,500	
Charges for Services	9,901	8,000	8,000	7,582	7,600	8,000	8,500	0
Dept: 305.000 Fines & Forfeitures								
354.150 Fines,TrafficViolation,Citatio	48,363	53,000	53,000	11,162	15,000	10,000	25,000	
354.160 Code Enforcement Fines	252,872	35,000	35,000	100,415	102,000	50,000	50,000	
359.100 Other Fines & Alarms	2,532	2,500	2,500	5,787	8,000	2,500	2,500	
Fines & Forfeitures	303,767	90,500	90,500	117,364	125,000	62,500	77,500	0
Dept: 306.000 Miscellaneous Revenues								
361.100 Interest Earnings	28,652	30,000	30,000	17,201	21,600	30,000	30,000	
361.105 Interest - Emergency Reserve	10,137	18,000	18,000	7,418	9,270	12,000	12,000	
361.300 Chg in FMV of SBA Invest-Gener	0	0	0	0	0			
361.301 Chg in FMV of SBA Invest-Emerg	0	0	0	0	0			
366.100 Donations	5,785	10,000	10,000	5,235	5,000	5,000	5,000	
369.100 Miscellaneous Revenues	23,609	20,000	20,000	28,868	30,000	23,000	23,000	
369.200 Miscellaneous Applications	3,455	3,000	3,000	2,788	3,088	3,000	3,000	
369.250 Recreational Activities Fee	1,455	1,500	1,500	1,045	1,500	1,500	1,500	
369.300 Miscellaneous Advertising Fees	0	0	0	0	0			
369.400 Miscellaneous Rev-Donat.Sr.Ctr	0	0	0	0	0			
369.500 Miscellaneous Lobbyist	0	0	0	100	0			
369.501 Choice Recycling Funds	0	0	0	0	0			
369.901 Insurance Reimbursement	41,130	5,500	5,500	23,201	24,000	5,500	5,500	
369.902 Insurance Claims Paid	10,791	0	0	0	0			
369.903 Utilities Reimbursement	9,890	0	0	0	0			
Miscellaneous Revenues	134,904	88,000	88,000	85,856	94,458	80,000	80,000	0
Dept: 581.100 Interfund Transfers								
380.115 Transfer from Fire - OH Costs	30,000	40,000	40,000	40,000	30,000	20,000	20,000	
381.106 Transfer from Parking Fund	167,000	167,000	167,000	125,250	167,000			
Interfund Transfers	197,000	207,000	207,000	165,250	197,000	20,000	20,000	0
Total Revenues	10,381,697	9,944,666	10,153,666	9,335,058	10,409,354	10,234,242	10,219,880	0
Expenditures								
Dept: 511.000 Commission								
500.110 Commission Salaries	56,501	56,284	56,284	43,296	56,284	59,098	59,098	



BUDGET WORKSHEET

Town of Lauderdale by the Sea

Month: 7/31/2012	Prior Year Actual	Current Year				(6) Dept. Req.	(7) Manager Rec.	(8) Comm. Adopted
		Original Budget	Amended Budget	Actual Thru July	Estimated Total			
Fund: 001 - General Fund								
Expenditures								
Dept: 513.000 Administration								
500.344 HR Expenses	500	1,000	2,000	1,822	2,000	1,300	1,300	
500.345 Contractual Services	11,627	21,000	21,000	11,217	13,000	24,500	24,500	
500.410 Communications	473	0	0	0	0			
500.463 Service Maintenance Contracts	10,867	16,000	16,000	8,846	12,076	14,000	14,000	
500.506 Printing & Binding	8,807	9,000	9,000	1,743	3,743	7,500	7,500	
500.508 Postage	2,081	5,000	4,000	2,717	3,415	3,750	3,750	
500.510 Office Supplies	4,266	4,500	4,500	3,287	4,500	4,000	4,000	
500.540 Dues & Subscriptions	2,447	3,000	3,000	2,176	2,631	2,600	2,600	
500.545 Training	2,637	6,000	6,000	948	1,618	5,000	5,000	
500.550 Operating Supplies/Misc	21,660	20,000	20,000	9,314	16,514	15,000	15,000	
500.640 Capital Outlay - Equipt & Mach	1,583	4,000	4,000	0	4,000	3,000	3,000	
Administration	814,777	872,288	872,288	618,189	815,088	888,503	896,003	0
Dept: 514.000 Town Attorney								
500.310 Legal Expense	397,345	333,000	333,000	196,603	330,000	325,000	325,000	
500.313 Legal Exp- Other Issues	0	0	0	3,720	6,041			
500.314 Litigation	49,283	35,000	35,000	2,017	5,000	35,000	35,000	
500.319 Ethics Research, Training & Op	0	0	0	16,647	25,000	8,000	8,000	
Town Attorney	446,628	368,000	368,000	218,987	366,041	368,000	368,000	0
Dept: 519.000 General								
500.120 Regular Salaries	156,859	152,008	152,008	118,182	155,041	113,392	113,392	
500.210 Employer FICA Taxes	11,921	10,408	10,408	8,806	11,535	8,241	8,241	
500.220 Retirement	18,326	8,404	8,404	6,518	8,302	66,604	6,604	
500.230 Group Insurance	13,132	10,235	10,235	11,245	13,492	12,876	12,876	
500.250 Unemployment Compensation	5,583	22,000	22,000	22,521	25,000	20,000	20,000	
500.311 Advertisements	7,608	9,000	9,000	6,540	8,814	9,000	9,000	
500.313 Legal Exp- Other Issues	14,500	10,000	10,000	0	10,000	10,000	10,000	
500.315 Professional Services	54,340	75,000	65,575	26,264	50,000	65,000	55,000	
500.345 Contractual Services	0	7,000	12,425	5,892	10,844	11,000	11,000	
500.349 BusTransportation Contract	43,883	43,860	43,860	22,577	41,553	43,860	43,860	
500.410 Communications	0	0	0	0	0			
500.451 Auto, Property & Liability Ins	163,040	236,258	236,258	198,039	200,000	202,179	202,179	
500.452 Workers Compensation Insur	33,829	29,500	29,500	22,703	22,703	29,573	29,573	
500.463 Service Maintenance Contracts	8,700	12,000	12,000	7,674	9,300	12,000	10,000	
500.497 Contingency	0	174,412	147,387	0	0	150,000	256,263	
500.506 Printing & Binding	6,020	12,500	12,500	10,897	11,335	13,000	15,000	
500.508 Postage	1,200	1,600	1,600	800	800	1,500	1,500	
500.511 Computer Expense	43,749	40,000	40,000	30,589	40,000	40,000	40,000	

BUDGET WORKSHEET

Town of Lauderdale by the Sea

Month: 7/31/2012	Prior Year Actual	Current Year				(6) Dept. Req.	(7) Manager Rec.	(8) Comm. Adopted
		Original Budget	Amended Budget	Actual Thru July	Estimated Total			
Fund: 001 - General Fund								
Expenditures								
Dept: 519.000 General								
500.540 Dues & Subscriptions	960	1,000	4,375	4,523	4,700	2,200	2,200	
500.550 Operating Supplies/Misc	2,156	2,200	20,700	4,725	18,700	4,500	4,500	
500.551 Recycling Carts + Promotion	0	0	0	0	0	65,000	65,000	
500.556 Bus Grant Matching Funds	50,596	57,000	57,000	57,000	57,000	57,000	57,000	
500.624 Capital Outlay-Bldg. Improvemt	0	12,500	12,500	0	12,500			
500.640 Capital Outlay - Equipt & Mach	59,234	25,000	10,500	8,086	25,000	1,500	5,000	
500.750 Depreciation	0	0	0	0	0			
<b>General</b>	<b>695,636</b>	<b>951,885</b>	<b>928,235</b>	<b>573,581</b>	<b>736,619</b>	<b>938,425</b>	<b>978,188</b>	<b>0</b>
Dept: 519.100 Business Dev & Marketing								
500.120 Regular Salaries	0	0	0	0	0			
500.210 Employer FICA Taxes	0	0	0	0	0			
500.220 Retirement	0	0	0	0	0			
500.230 Group Insurance	0	0	0	0	0			
500.311 Advertisements	0	0	15,000	1,668	5,000	20,000	20,000	
500.315 Professional Services	0	153,000	100,000	19,124	26,000	50,000	75,000	
500.345 Contractual Services	0	25,000	25,000	1,745	4,804	30,000	30,000	
500.452 Workers Compensation Insur	0	0	0	0	0			
500.495 Special Events	0	10,000	13,000	10,817	13,000	20,000	20,000	
500.506 Printing & Binding	0	13,000	13,000	4,088	5,000	5,000	5,000	
500.508 Postage	0	500	500	0	500	500	500	
500.510 Office Supplies	0	0	0	0	0			
500.540 Dues & Subscriptions	0	0	0	0	0	250	300	
500.550 Operating Supplies/Misc	0	3,000	38,000	2,438	38,000	10,000	15,000	
500.558 Incentive Programs	0	110,000	110,000	0	25,000	120,000	185,000	
<b>Business Dev &amp; Marketing</b>	<b>0</b>	<b>314,500</b>	<b>314,500</b>	<b>39,880</b>	<b>117,304</b>	<b>255,750</b>	<b>350,800</b>	<b>0</b>
Dept: 521.000 Police Department								
500.345 Contractual Services	3,156,891	3,435,554	3,433,054	2,808,281	3,390,000	3,510,101	3,510,101	
500.352 Contract Services - Code Red	4,996	5,500	5,500	4,996	5,500	5,000	5,000	
500.460 Equipment Maintenance	945	5,500	8,000	897	5,000	6,000	6,000	
500.624 Capital Outlay-Bldg. Improvemt	3,686	8,000	8,000	6,946	8,272	5,000	10,000	
500.640 Capital Outlay - Equipt & Mach	0	5,000	5,000	4,120	5,000	2,500	2,500	
<b>Police Department</b>	<b>3,166,518</b>	<b>3,459,554</b>	<b>3,459,554</b>	<b>2,825,240</b>	<b>3,413,772</b>	<b>3,528,601</b>	<b>3,533,601</b>	<b>0</b>
Dept: 523.000 Emergency Medical Services								
500.345 Contractual Services	724,673	753,659	753,659	628,049	753,659	753,659	753,659	
500.624 Capital Outlay-Bldg. Improvemt	0	1,000	1,000	825	1,000	1,000	1,000	
<b>Emergency Medical Services</b>	<b>724,673</b>	<b>754,659</b>	<b>754,659</b>	<b>628,874</b>	<b>754,659</b>	<b>754,659</b>	<b>754,659</b>	<b>0</b>
Dept: 524.000 Development Services								

BUDGET WORKSHEET

Town of Lauderdale by the Sea

Month: 7/31/2012	Prior Year Actual	Current Year				(6) Dept. Req.	(7) Manager Rec.	(8) Comm. Adopted
		Original Budget	Amended Budget	Actual Thru July	Estimated Total			
Fund: 001 - General Fund								
Expenditures								
Dept: 524.000 Development Services								
500.120 Regular Salaries	153,318	233,500	145,750	105,233	133,359	188,076	188,076	
500.121 Temporary Salaries/ Interns	0	0	0	0	0	7,800	7,800	
500.140 Overtime Salaries	4,431	2,000	2,000	183	500	2,000	2,000	
500.210 Employer FICA Taxes	11,960	18,000	18,000	7,928	9,837	14,046	14,046	
500.220 Retirement	15,217	11,500	11,500	4,893	6,000	10,535	10,535	
500.230 Group Insurance	25,282	29,386	29,386	8,543	9,779	30,297	30,297	
500.311 Advertisements	150	0	0	0	0			
500.315 Professional Services	49,016	65,000	65,000	53,954	64,030	58,300	58,300	
500.344 HR Expenses	205	200	200	80	200			
500.345 Contractual Services	6,042	11,000	100,790	63,951	98,750	139,333	139,333	
500.402 Building Permit Services	0	0	209,000	184,055	280,000	375,000	375,000	
500.410 Communications	1,271	1,300	440	435	865			
500.460 Equipment Maintenance	1,083	1,084	1,204	1,203	1,210			
500.461 Vehicle Maintenance	1,475	2,500	2,000	947	1,500	2,500	2,500	
500.462 Fuel	1,624	1,500	1,500	1,064	1,056	2,100	2,100	
500.463 Service Maintenance Contracts	1,340	2,900	2,000	1,139	1,810	3,804	3,804	
500.506 Printing & Binding	718	2,000	2,000	173	500	1,000	1,000	
500.508 Postage	3,695	3,650	3,650	2,637	3,281	3,650	3,650	
500.510 Office Supplies	2,615	2,500	2,500	2,968	3,283	3,800	3,800	
500.525 Uniform Expense	147	500	600	500	500	100	100	
500.540 Dues & Subscriptions	205	270	270	0	200	550	550	
500.545 Training	1,312	2,500	2,500	1,530	2,000	1,800	1,800	
500.550 Operating Supplies/Misc	3,967	5,450	5,450	1,468	3,108	7,600	7,600	
500.640 Capital Outlay - Equipt & Mach	0	7,500	7,500	0	9,500	7,500	7,500	
Development Services	285,073	404,240	613,240	442,884	631,268	859,791	859,791	0
Dept: 541.100 Mun Srvc - Public Works Div								
500.120 Regular Salaries	357,777	565,364	578,364	434,168	572,021	620,909	620,909	
500.140 Overtime Salaries	5,000	10,000	10,000	8,605	10,000	10,000	10,000	
500.210 Employer FICA Taxes	25,921	42,650	42,650	32,529	42,957	48,265	48,265	
500.220 Retirement	32,172	27,999	27,999	23,882	30,384	40,292	40,292	
500.230 Group Insurance	68,055	98,471	98,471	68,535	82,425	99,364	99,364	
500.315 Professional Services	0	5,000	4,134	0	4,000	5,000	5,000	
500.340 Sewer/Wastewater	0	6,300	6,300	5,035	7,045	7,100	11,000	
500.344 HR Expenses	315	0	0	0	0			
500.345 Contractual Services	0	47,084	47,084	30,416	47,084	47,082	47,082	
500.410 Communications	2,841	12,833	12,833	9,018	12,245	12,833	12,833	

BUDGET WORKSHEET

Town of Lauderdale by the Sea

Month: 7/31/2012	Prior Year Actual	Current Year				(6) Dept. Req.	(7) Manager Rec.	(8) Comm. Adopted
		Original Budget	Amended Budget	Actual Thru July	Estimated Total			
Fund: 001 - General Fund								
Expenditures								
Dept: 541.100 Mun Svcs - Public Works Div								
500.430 Electric Service	0	47,000	47,000	31,891	43,415	47,000	47,000	
500.431 Water Service	73,274	73,830	73,830	68,374	91,450	101,000	109,500	
500.433 Electric Service-Streets	46,103	50,000	50,000	38,043	55,055	55,000	55,000	
500.445 Equip Rent/Lease	1,678	4,000	4,000	971	1,400	4,000	4,000	
500.460 Equipment Maintenance	11,992	34,488	34,488	18,551	34,488	34,488	34,488	
500.461 Vehicle Maintenance	1,657	8,675	8,675	3,883	8,675	8,675	8,675	
500.462 Fuel	13,463	19,230	19,230	17,233	21,924	19,230	19,230	
500.463 Service Maintenance Contracts	0	9,606	9,606	3,410	9,606	9,600	9,600	
500.470 Radio Maintenance	0	550	550	0	550	550	550	
500.497 Contingency	0	0	0	0	0			
500.498 Storm Drain Rehab/Maint	88,309	100,000	100,866	44,709	100,000	100,000	100,000	
500.508 Postage	243	315	315	246	315	315	315	
500.510 Office Supplies	883	1,000	1,000	1,018	1,800	1,000	1,000	
500.520 Bldg. Maint.Materials	10	40,000	50,000	25,579	40,000	18,000	25,000	
500.525 Uniform Expense	1,977	5,424	5,424	2,997	5,424	5,500	5,500	
500.529 Street Light Maintenance	14,324	12,000	12,000	12,380	16,000	12,000	12,000	
500.530 Street Maint Repair Supply	23,504	33,000	37,815	12,168	20,000	33,000	33,000	
500.531 Grounds Maint/Landscaping	0	45,000	45,000	25,776	45,000	45,000	45,000	
500.532 Signs	7,230	12,000	12,000	4,757	12,000	12,000	12,000	
500.534 Sidewalk Maint Repair	38,777	40,000	40,000	11,441	40,000	40,000	40,000	
500.535 Flags	920	1,700	1,700	300	1,400	1,000	1,000	
500.540 Dues & Subscriptions	859	725	725	520	725	725	725	
500.545 Training	565	3,925	3,925	1,772	3,925	3,925	3,925	
500.550 Operating Supplies/Misc	11,579	19,339	19,339	17,387	19,339	19,339	19,339	
500.640 Capital Outlay - Equip & Mach	26,880	47,780	37,780	2,550	47,780	18,500	18,500	
500.644 Capital Outlay-Vehicles	0	0	0	0	0	36,915	36,915	
<b>Mun Svcs - Public Works Div</b>	<b>856,308</b>	<b>1,425,288</b>	<b>1,443,103</b>	<b>958,144</b>	<b>1,428,432</b>	<b>1,517,607</b>	<b>1,537,007</b>	<b>0</b>
Dept: 541.200 Mun Svcs - Comm Stnds Div								
500.120 Regular Salaries	228,160	0	0	0	0			
500.140 Overtime Salaries	2,006	0	0	0	0			
500.210 Employer FICA Taxes	17,250	0	0	0	0			
500.220 Retirement	22,228	0	0	0	0			
500.230 Group Insurance	47,744	0	0	0	0			
500.315 Professional Services	1,725	0	0	0	0			
500.344 HR Expenses	45	0	0	0	0			
500.345 Contractual Services	42,930	0	0	0	0			

BUDGET WORKSHEET

Town of Lauderdale by the Sea

Month: 7/31/2012	Prior Year Actual	Current Year			Estimated Total	(6) Dept. Req.	(7) Manager Rec.	(8) Comm. Adopted
		Original Budget	Amended Budget	Actual Thru July				
Fund: 001 - General Fund								
Expenditures								
Dept: 541.200 Mun Svcs - Comm Stnds Div								
500.410 Communications	0	0	0	0	0			
500.445 Equip Rent/Lease	754	0	0	0	0			
500.460 Equipment Maintenance	11,312	0	0	0	0			
500.461 Vehicle Maintenance	2,531	0	0	0	0			
500.462 Fuel	5,361	0	0	0	0			
500.463 Service Maintenance Contracts	424	0	0	0	0			
500.470 Radio Maintenance	204	0	0	0	0			
500.525 Uniform Expense	1,752	0	0	0	0			
500.531 Grounds Maint/Landscaping	43,310	0	0	0	0			
500.540 Dues & Subscriptions	3	0	0	0	0			
500.545 Training	0	0	0	0	0			
500.550 Operating Supplies/Misc	807	0	0	0	0			
500.640 Capital Outlay - Equip & Mach	63,241	0	0	0	0			
500.644 Capital Outlay-Vehicles	0	0	0	0	0			
<b>Mun Svcs - Comm Stnds Div</b>	<b>491,787</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Dept: 541.300 Mun Svcs - Public Bldgs Div								
500.340 Sewer/Wastewater	12,344	0	0	0	0			
500.410 Communications	23,283	0	0	0	0			
500.430 Electric Service	45,083	0	0	0	0			
500.431 Water Service	24,980	0	0	0	0			
500.460 Equipment Maintenance	11,681	0	0	0	0			
500.462 Fuel	2,130	0	0	0	0			
500.463 Service Maintenance Contracts	7,677	0	0	0	0			
500.520 Bldg. Maint.Materials	41,225	0	0	0	0			
500.550 Operating Supplies/Misc	7,946	0	0	0	0			
500.640 Capital Outlay - Equip & Mach	13,712	0	0	0	0			
<b>Mun Svcs - Public Bldgs Div</b>	<b>190,061</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Dept: 545.000 Parking Operations								
500.120 Regular Salaries	0	0	0	0	0			
500.210 Employer FICA Taxes	0	0	0	0	0			
<b>Parking Operations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Dept: 572.000 Recreation								
500.342 Senior Rec. Ctr. Contract	60,000	60,000	60,000	50,000	60,000	60,000	60,000	
500.343 Beach Maintenance Contract	0	162,720	162,720	135,592	162,711	167,020	178,000	
500.345 Contractual Services	422	6,000	6,000	0	0	4,000	6,000	
500.347 Programs	824	7,500	3,500	0	1,000	3,500	3,500	
500.410 Communications	1,213	600	600	19	100	100	100	

BUDGET WORKSHEET

Town of Lauderdale by the Sea

Month: 7/31/2012	Prior Year Actual	Current Year				(6) Dept. Req.	(7) Manager Rec.	(8) Comm. Adopted
		Original Budget	Amended Budget	Actual Thru July	Estimated Total			
Fund: 001 - General Fund								
Expenditures								
Dept: 572.000 Recreation								
500.430 Electric Service	3,473	4,000	4,000	2,433	3,500	4,000	5,000	
500.451 Auto, Property & Liability Ins	0	824	824	0	824	705	705	
500.460 Equipment Maintenance	2,895	8,150	8,150	6,370	8,500	8,150	8,150	
500.469 Buoy Maintenance	0	7,000	7,000	3,790	5,790	7,000	7,000	
500.495 Special Events	37,690	55,000	55,000	31,629	35,000	55,000	55,000	
500.510 Office Supplies	504	525	525	440	525	525	525	
500.520 Bldg. Maint.Materials	2,491	14,000	14,000	9,183	14,000	14,000	15,000	
500.540 Dues & Subscriptions	250	335	335	0	0			
500.550 Operating Supplies/Misc	6,168	12,900	21,900	21,854	24,000	15,000	20,000	
500.640 Capital Outlay - Equip & Mach	29,134	5,000	0	0	5,000			
<b>Recreation</b>	<b>145,064</b>	<b>344,554</b>	<b>344,554</b>	<b>261,310</b>	<b>320,950</b>	<b>339,000</b>	<b>358,980</b>	<b>0</b>
Dept: 572.100 Beach								
500.343 Beach Maintenance Contract	162,711	0	0	0	0			
500.460 Equipment Maintenance	4,987	0	0	0	0			
500.469 Buoy Maintenance	5,482	0	0	0	0			
500.520 Bldg. Maint.Materials	9,914	0	0	0	0			
500.550 Operating Supplies/Misc	5,591	0	0	0	0			
<b>Beach</b>	<b>188,685</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Dept: 581.100 Interfund Transfers								
500.910 Transfer to CIP Fund	1,150,000	870,000	870,000	652,500	870,000	600,000	400,000	
500.997 Transfer to Fire Fund	215,690	0	0	0	0			
<b>Interfund Transfers</b>	<b>1,365,690</b>	<b>870,000</b>	<b>870,000</b>	<b>652,500</b>	<b>870,000</b>	<b>600,000</b>	<b>400,000</b>	<b>0</b>
<b>Total Expenditures</b>	<b>9,539,186</b>	<b>9,944,666</b>	<b>10,153,666</b>	<b>7,364,878</b>	<b>9,635,265</b>	<b>10,234,242</b>	<b>10,219,880</b>	<b>0</b>
<b>General Fund</b>	<b>842,511</b>	<b>0</b>	<b>0</b>	<b>1,970,180</b>	<b>774,089</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

**511**

<b>Depart. Name:</b>	Town Commission	
<b>Submitted By:</b>	June White, Town Clerk Connie Hoffmann, Town Manager	
<b>Function:</b>	To represent the public interest, provide leadership and policy direction for the Town's future, and assure the present and future fiscal integrity of the municipal government.	
<b>Objectives:</b>	To maintain transparency and trust in municipal government in Lauderdale-by-the-Sea, to operate municipal government in an efficient and business-like manner, to provide excellent customer service to our residents, businesses, and visitors, to foster the economic well-being of the Town.	
<b>Achievements FY 2013</b>	Reduced taxes by keeping the millage rate the same for the third year in a row, despite declining property assessments; Negotiated substantive changes to the garbage collection contract upon renewal that resulted in expanded service at no cost and future rate reductions for Town residents. Chaired very successful Halloween, Easter by the Sea, and 4th of July special events;	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-2013
	<b>PERSONNEL SERVICES</b>					
110	<b>SALARIES</b> - includes 5% increase allowed	\$ 56,284	\$ 56,284	\$ 59,098	\$ 59,098	\$ -
210	<b>FICA</b> -Social Security 6.20% and Medicare 1.45%	\$ 4,306	\$ 4,306	\$ 4,521	\$ 4,521	\$ -
220	<b>RETIREMENT</b> - Contribution to the Florida Retirement System for elected officials	\$ 6,270	\$ 6,270	\$ 6,046	\$ 6,046	\$ -
230	<b>GROUP INSURANCE</b> -	\$ 20,203	\$ 25,203	\$ 17,323	\$ 17,323	\$ -
315	<b>PROFESSIONAL SERVICES</b> - no expense anticipated		\$ 5,835			
510	<b>OFFICE SUPPLIES</b> - Office supplies used for preparation of the Commission Agenda packages and other supplies.	\$ 600	\$ 600	\$ 600	\$ 600	\$ -
512	<b>ELECTIONS</b> - no election planned for FY 13	\$ 4,200	\$ 3,200		\$ -	\$ -
540	<b>DUES &amp; SUBSCRIPTIONS</b> - Broward League of Cities = \$ 564 Florida League of Cities = \$ 569 Florida League of Mayors = \$ 250 National League of Cities is not being renewed Sister Cities International = \$ 250	\$ 2,442	\$ 1,442	\$ 1,633	\$ 1,633	\$ -
545	<b>TRAINING</b> - Conference, seminars, workshops, meetings, and Broward League of Cities meetings, annual Florida League of Cities conference and training; ethics training required by County Ordinance	\$ 3,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
550	<b>OPERATING SUPPLIES</b> - Stationary, flash drives, video tapes for meetings, proclamation/awards, printing, sympathy flowers, water for Commisison mtgs, and miscellaneous supplies, Hosting League of Cities meeting.	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
	<b>CAPITAL OUTLAY</b>					
640	<b>EQUIPMENT &amp; MACHINERY</b>	\$ 1,500	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ 101,805</b>	<b>\$ 107,640</b>	<b>\$ 93,721</b>	<b>\$ 93,721</b>	<b>\$ -</b>



**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Depart/Division</b> Buildings/Chamber Of Commerce	<b>511.200</b>
<b>Submitted By:</b> Don Prince, Director Of Municipal Services	
<b>Function:</b>	To attract visitors and tourists to Lauderdale-By-The-Sea, and provide information to visitors and residents. To provide the Chamber with an attractive building from which to operate.
<b>Objectives:</b>	To fund the Visitors Center to promote the town of Lauderdale-By-The-Sea and act as a host to Tourists & Visitors who visit our Town. Provide information about local attractions, Restaurants, Hotels & other community business to Visitors, Tourists & Residents.
<b>Achievements:</b>	Between ___ 1 and June 30, 2012, the Welcome Center had 9,759 walk-ins, mailed 1325 Visitor's Guides, and responded to 950 ad responses, 298 diving inquiries, and 796 inquiries about hotels.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED
<b>PERSONNEL SERVICES</b>						
120	SALARIES - partial salary of a Maintenance Worker	\$ 8,731	\$ 8,731	\$ 9,277	\$ 9,277	\$ -
210	FICA - Social Security 6.20% and Medicare 1.45%	\$ 668	\$ 668	\$ 710	\$ 710	\$ -
220	RETIREMENT - Florida Retirement System	\$ 429	\$ 429	\$ 481	\$ 481	\$ -
230	GROUP INSURANCE - Mgr Recommended assumed a 10% increase in health insurance premium. However, we were succesful in obtained coverage w a new carrier at less cost.	\$ 2,596	\$ 2,596	\$ 2,388	\$ 2,388	\$ -
<b>OPERATING</b>						
345	Contract	\$ 38,861	\$ 38,861	\$ 40,000	\$ 40,000	\$ -
340	SEWER/WASTEWATER -	\$ 1,600	\$ 1,600	\$ 1,600	\$ 2,880	\$ -
430	ELECTRIC SERVICE -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
431	WATER -	\$ 1,200	\$ 1,200	\$ 1,985	\$ 2,150	\$ -
451	LIABILITY INSURANCE - Chamber bldg's share of Town Property, flood and windstorm	\$ 4,121	\$ 4,121	\$ 3,526	\$ 3,526	\$ -
452	WORKERS COMPENSATION INSURANCE -	\$ -	\$ -	\$ -	\$ -	\$ -
520	MAINTENANCE MATERIALS - Supplies for daily cleaning & maintenance of grounds	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
640	CAPITAL OUTLAY - install new impact windows			\$ 8,000	\$ 8,000	
<b>Total</b>		<b>\$ 63,706</b>	<b>\$ 63,706</b>	<b>\$ 73,467</b>	<b>\$ 74,912</b>	<b>\$ -</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Depart. Name:</b>	<b>Administration</b>	<b>513</b>				
<b>Submitted By:</b>	Town Manager					
<b>Function:</b>	To provide professional leadership and management to local government operations and to execute Town/Commission policy and direction. Recommend alternative solutions to community issues. Prepare an annual budget for Commission consideration and control expenses. Provide mgmt oversight to ensure overall efficiency in Town operations. To accurately account for and report on the Town's expenditures and revenues. To manage the Town's risk of property damage and liability. To produce the Town minutes & serve as custodian of the Town's records. To provide customer service to visitors to Town Hall. Collect payments for services, parking tickets, and parking permits. Prepare the annual financial report. Pay vendors promptly. Perform HR functions.					
<b>Objectives:</b>	Implement the Town's Master Plan; manage construction of the Commercial Boulevard streetscape & drainage projects; complete the Bougainville Drive drainage project; implement measures that improve the Town's economic vitality, including the Town's branding implementation; maintain internal accounting controls; assure the reliability of financial records and reporting; maintain accountability for assets; prepare and maintain accurate records for Town proceedings and transactions; control the Town's budget.					
<b>Achievements in FY 2012:</b>	Property tax decrease; selected designers for and oversaw design of major projects on Commercial Boulevard that will substantially improve the Town's appeal, appearance, and walkability; solicited proposals for banking services, resulting in slight savings; reduced building permit fire review fees by 50%; hired highly-qualified staff; evaluated sufficiency of emergency reserve; addressed & resolved audit comments from prior year; evaluated current methodology for fire assessment fees.					
ACCT NO.	DESCRIPTION OF ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR RECOMM FY 2012-13	ADOPTED FY 2012-13
<b>PERSONNEL SERVICES</b>						
120	SALARIES - Salaries for City Clerk & Finance Div personnel, Town Manager (70%), Asst to the Mgr, & Sr Office Specialist. There is no change in staffing from the the FY12 budget .	\$ 581,168	\$ 581,168	\$ 591,935	\$ 591,935	
140	OVERTIME -as needed to complete special projects, the audit process, budget preparation, year-end closing of financial records	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$ 41,026	\$ 41,026	\$ 42,114	\$ 42,114	\$ -
220	RETIREMENT - Florida Retirement System contributions for all Admn Dept employees; Contribution for Town Mgr reduced by 30% per state law; \$10,000 for Town Mgr's deferred comp per contract;	\$ 42,042	\$ 42,042	\$ 57,258	\$ 57,258	\$ -
230	GROUP INSURANCE -	\$ 63,552	\$ 63,552	\$ 61,546	\$ 61,546	\$ -
<b>OPERATING EXPENSES</b>						
315	PROFESSIONAL SERVICES Consultants & professional service providers to assist with research, HR matters, special programs or projects (including \$7,500 to assist with the evaluation and negotiation of EMS contract).	\$ 20,000	\$ 20,000	\$ 20,000	\$ 27,500	\$ -
320	AUDIT EXPENSE - annual audit; Grau contract renewed at same price	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ -
344	HR EXPENSE- Cost for random drug testing of employees annually, pre-testing of prospective employees and post-accident drug testing. Also includes background checks for prospective employees and other HR-related expenses.	\$ 1,000	\$ 1,000	\$ 1,300	\$ 1,300	\$ -
345	CONTRACTUAL SERVICES- ADP for payroll processing & reporting (\$9k); City of Fort Lauderdale water utility tax collection fees (\$1,500); minutes transcription svc (\$8K); bank fees (\$6k)	\$ 21,000	\$ 21,000	\$ 24,500	\$ 24,500	\$ -
463	SERVICE & EQUIPMENT MAINTENANCE - Fund Balance Financial System Maint Contract- \$ 3750 Laserfiche Maint Contract- \$ 4,100 Konica Minolta Copiers (Clerk/Finance)- \$ 3,500 fo machines + \$500 for copies in excess of contract	\$ 16,000	\$ 16,000	\$ 14,000	\$ 14,000	\$ -
506	PRINTING & BINDING - checks, applications, permits, pre-printed forms, stationary, business cards, envelopes, annual financial report, annual budget, grant applications, exhibits, historic documents & photos	\$ 9,000	\$ 9,000	\$ 7,500	\$ 7,500	\$ -
508	POSTAGE - for all general fund departments; includes Pitney Bowes postage machine rental	\$ 5,000	\$ 4,000	\$ 3,750	\$ 3,750	\$ -
510	OFFICE SUPPLIES	\$ 4,500	\$ 4,500	\$ 4,000	\$ 4,000	\$ -

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

ACCT NO.	DESCRIPTION OF ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR RECOMM FY 2012-13	ADOPTED FY 2012-13
540	DUES, MEMBERSHIPS & SUBSCRIPTIONS - Broward & Intl - City Manager Association (\$500), City Clerks Association memberships (\$300), Florida & National Government Finance Officers Association (\$700), Association of Government Accountants (AGA), Public Risk Insurance Management Association (PRIMA), National Institute of Government Purchasing (), Florida Statutes Updates, 3 Notary Public(-\$385), Costco (\$100); Fla Redevelopment Assn (\$195); Congress for New Urbanism (\$200)	\$ 3,000	\$ 3,000	\$ 2,600	\$ 2,600	\$ -
545	TRAINING/TRAVEL - monthly professional assn mtgs; mileage reimb; certification classes; seminars, conferences, meeting and training.	\$ 6,000	\$ 6,000	\$ 5,000	\$ 5,000	\$ -
550	OPERATING SUPPLIES - Application fees, back-up tapes, permit fees, rubber stamps, file cabinets, printers, storage boxes, shelves, and cabinets, research, and miscellaneous equipment & office furniture that does not meet capitalization thresholds.	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ -
<b>CAPITAL OUTLAY</b>						
640	EQUIPMENT & MACHINERY - conference table, other capital items	\$ 4,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ -
<b>Totals</b>		<b>\$ 872,288</b>	<b>\$ 871,288</b>	<b>\$ 888,503</b>	<b>\$ 896,003</b>	<b>\$ -</b>



**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Depart. Name:</b>	<b>General Government</b>	<h1 style="margin: 0;">519</h1>				
<b>Submitted By:</b>	Submitted by: Finance Director, Town Manager, PIO					
<b>Function:</b>	To account for expenditures that are of benefit to the entire organization or Town such as insurance, the public information function, marketing activities, info technology system and maintenance, community bus service. To provide funds for unexpected expenditures. To account for the salaries and benefits of the Assistant Town Manager, whose responsibilities cross several departments and functions.					
<b>Objectives:</b>	To provide accurate & timely information to the public about the Town and its operations through Town Topics, the Town's website, and the Town's cable channel. To provide competitive and adequate insurance to safeguard the Town's assets in case of damage or loss and to cover the Town's liability when accidents or injuries occur. To provide professional expertise on Town issues and problems; to supplement Town staff through the retention of consultants; to maintain ridership levels on the Pelican Hopper to insure its continuation.					
<b>Achievements:</b>	Published 4 editions of Town Topics with timely articles and information. Revised the website to be more user-friendly and to market the Town. Created a brand logo and tagline for the commercial district. Created two multi-day events designed to bring tourists to Town and bring retailers new clients. Negotiated changes in the Choice contract to benefit our residents, then renegotiated the Choice contract upon renewal to 1) ensure that the reduction in disposal fees that will occur in 2013 will benefit our residents, not Choice, 2) provide for expanded recycling (which will also lower costs), and 3) other service enhancements.					
ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	<b>PERSONNEL SERVICES</b>					
120	<b>SALARIES</b> - Salaries for Public Information Officer, 50% of Asst Town Mgr	\$152,008	\$152,008	\$113,392	\$113,392	
210	<b>FICA</b> - Social Security 6.20% and Medicare 1.45%	\$10,408	\$10,408	\$8,241	\$8,241	
220	<b>RETIREMENT</b> - Florida Retirement System 4.91% for P.I.O. and 6.27% for Asst Town Mgr. per FRS regs	\$8,404	\$8,404	\$6,604	\$6,604	
230	<b>GROUP INSURANCE</b> -	\$10,235	\$10,235	\$12,876	\$12,876	
250	<b>UNEMPLOYMENT COMPENSATION</b> - all GF departments; reimb to State for benefits paid to former LBTS employees	\$22,000	\$22,000	\$20,000	\$20,000	
	<b>OPERATING EXPENSES</b>					
311	<b>ADVERTISING</b> - Trim compliance, ordinances, request for proposals, public notices, required advertisement for all depts.	\$9,000	\$9,000	\$9,000	\$9,000	
313	<b>LEGAL EXPENSES</b> - nominal amt budgeted for small settlements or outside counsel expenses	\$10,000	\$10,000	\$10,000	\$10,000	
315	<b>PROFESSIONAL SERVICES</b> Town Engineering contract-general services \$35,000 Traffic Engineering services - \$10,000 Other (landscape architecture, architects, sign design services,risk mgmt, HR, finance, etc.) \$10,000	\$75,000	\$65,575	\$65,000	\$55,000	
345	<b>CONTRACTUAL SERVICES</b> Municipal Code Codification & Code On Line - \$6,000 E-Silo data storage- \$3600	\$7,000	\$12,425	\$11,000	\$11,000	
349	<b>COMMUNITY BUS CONTRACT</b> Broward Grant portion of Community Bus contract-	\$43,860	\$43,860	\$43,860	\$43,860	
451	<b>LIABILITY INSURANCE</b> General Liability - \$ 74,149; Automobile - \$13,412 Property Casualty, Flood & Windstorm - \$ 87,089	\$236,258	\$236,258	\$202,179	\$202,179	

**TOWN OF LAUDERDALE-BY-THE-SEA**  
**PROPOSED OPERATING BUDGET JUSTIFICATION SHEET**  
**FISCAL YEAR 2012-13**

ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
452	<b>WORKERS COMPENSATION INSURANCE</b> low premiums due to excellent employee safety record	\$29,500	\$29,500	\$29,573	\$29,573	
463	<b>SERVICE &amp; EQUIPMENT MAINTENANCE</b> New SIRE contract for video, & audio feeds for Commission mtgs, agenda mgmt services (\$8,500); other misc costs	\$12,000	\$12,000	\$12,000	\$10,000	
497	<b>GENERAL FUND CONTINGENCY</b> For unanticipated or non-budgeted expenditures	\$174,412	\$147,387	\$150,000	\$256,263	
506	<b>PRINTING &amp; BINDING</b> - Cost associated with printing Town Topics Topics (\$12,500); other misc printing costs	\$12,500	\$12,500	\$13,000	\$15,000	
508	<b>POSTAGE</b> - for general mailings	\$1,600	\$1,600	\$1,500	\$1,500	
511	<b>TECHNOLOGY EXPENSE</b> - Support of Town computer systems. Update and maintain computers, printers, faxes. Network support. Installation of new hardware. Software licenses.	\$40,000	\$40,000	\$40,000	\$40,000	
540	<b>DUES &amp; SUBSCRIPTIONS</b> - ICMA & BCCMA for Asst Town Mgr (\$1100); other memberships	\$1,000	\$4,375	\$2,200	\$2,200	
550	<b>OPERATING SUPPLIES</b> - for PIO, for Jarvis Hall	\$2,200	\$20,700	\$4,500	\$4,500	
551	<b>Recycling Carts &amp; Promotion</b> - one time expense to buy wheeled recycling carts; a County grant will be received to cover these costs & is reflected in the General Fund revenues			\$65,000	\$65,000	
556	<b>GRANT MATCHING FUNDS</b> - BCC Transportation See Acct#349 Covers 3,068 hrs of operation	\$57,000	\$57,000	\$57,000	\$57,000	
<b>CAPITAL OUTLAY</b>						
624	<b>BUILDING IMPROVEMENTS</b>	\$12,500	\$12,500			
640	<b>EQUIPMENT</b>	\$25,000	\$10,500	\$1,500	\$5,000	
<b>Total</b>		<b>\$951,885</b>	<b>\$928,235</b>	<b>\$878,425</b>	<b>\$978,188</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Depart. Name:</b>	<b>General Govt- Marketing &amp; Business Dev</b>	519.1				
<b>Submitted By:</b>	Submitted by: Town Manager					
<b>Function:</b>	To develop & implement programs that increases the visibility of the Town, it's retailers and hoteliers in the marketplace and draw positive attention and business to the Town.					
<b>Objectives:</b>	To develop a Town marketing strategy; to conduct market research; to implement the Town's new brand; to sponsor events that bring tourists and shoppers to LBTS; to coordinate events designed to bring tourists to Town; to implement the hotel improvement and paint only incentive grants.					
<b>Achievements:</b>	Developed a new brand image & tagline for the Town's commercial district; replaced old, worn banners with new brand banners;brought the hoteliers & retailers together to create & market two events designed to bring people to Town - Family Fun Week and Bugfest by the Sea; created LBTSevents.com to market events in Town; joined Visit Florida, the State's tourism arm; highlighted Town businesses' achievements & recognition on the Town's website; started getting Town events on the CVB's website; developed a working relations with the CVB staff.					
ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	<b>OPERATING EXPENSES</b>					
311	<b>ADVERTISING/MRKTG</b> advertise LBTS in coop ads with TDC & Visit Florida; advertise Town events; maintain & upppdate LBTSevents.com	\$0	\$15,000	\$20,000.00	\$20,000.00	
315	<b>PROFESSIONAL SERVICES</b> preparation of a marketing strategic plan; exterior design assistance/advice to HIP & POP grant recipients; advertising/ marketing professional assistance incl design; economic development assistance to Town	\$153,000	\$100,000	\$50,000	\$75,000	
345	<b>CONTRACTUAL SERVICES</b> - market research	\$25,000	\$25,000	\$30,000	\$30,000	
495	<b>MKTG EVENTS</b> -event mgmt; entertainment at those events; marketing; supplies needed for such events. continuation of Bugfest by the Sea & Family Fun Week	\$10,000	\$13,000	\$20,000	\$20,000	
506	<b>PRINTING &amp; BINDING</b> - marketing collateral development & printing	\$13,000	\$13,000	\$5,000	\$5,000	
508	<b>POSTAGE</b> - mailing marketing materials	\$500	\$500	\$500	\$500	
540	<b>DUES &amp; SUBSCRIPTIONS</b> - Fla Redev Assn (\$195); Visit Florida (\$95)			\$250	\$300	
550	<b>OPERATING SUPPLIES</b> - branding implementation (e.g. banners; signage; Pelican Hopper wrap; electric & power box wraps, etc.);	\$3,000	\$38,000	\$10,000	\$15,000	
558	<b>INCENTIVE PROGRAMS</b> - trial incentive match to encourage retail (\$35,000) & hotel (\$150,000) exterior improvements	\$110,000	\$110,000	\$120,000	\$185,000	
<b>Total</b>		<b>\$314,500</b>	<b>\$314,500</b>	<b>\$255,750</b>	<b>\$350,800</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2010-2011**

<b>Dept. Name:</b>	<b>Police Department</b>	<h1>DEPT. 521</h1>		
<b>Submitted By:</b>	BSO & Connie Hoffmann, Town Manager			
<b>Function:</b>	To safeguard the lives and property of Lauderdale-By-The-Sea residents and visitors by providing comprehensive police services of the utmost quality, while building strong relationships with the community through flexibility of assignment and personalized service.			
<b>Objectives:</b>	The Broward Sheriff's Office, under contract for law enforcement services, provides uniformed patrol, traffic enforcement and the investigation of all crimes. Law enforcement personnel focus on successfully integrating community policing strategies and innovative problem solving techniques into the delivery of services to the Town.			
<b>Achievements:</b>	During Fiscal Year 2011-2012, The Broward Sheriff's Office Lauderdale-By-The-Sea district accomplished the following: to be filled in later)			
<b>ACCT NO.</b>	<b>DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT</b>	<b>ADOPTED FY 2011-12</b>	<b>MGR RECOMM FY 2012-13</b>	<b>COMM ADOPTED FY 2012-13</b>
<b>OPERATING EXPENSES</b>				
345	<b>CONTRACT - Police Services</b>	<b>\$3,435,554</b>	<b>\$3,510,101</b>	
352	<b>CONTRACTED SERVICES - Code Red emergency n system</b>	\$5,500	\$5,000	
460	<b>EQUIPMENT MAINTENANCE-surveillance cameras</b>	\$5,500	\$6,000	
<b>CAPITAL OUTLAY</b>				
624	<b>Building Improvement- for public safety bldg</b>	\$8,000	\$10,000	
640	<b>Equipment &amp; Machinery</b>	\$5,000	\$2,500	
<b>Totals</b>		<b>\$3,459,554</b>	<b>\$3,533,601</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2010-2011**

<b>Dept. Name:</b>	<b>Emergency Medical Service</b>			<b>523</b>
<b>Submitted By:</b>	Brooke Liddle			
<b>Date:</b>				
<b>Goal:</b>	To provide a professional, exceptional, and dedicated Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea.			
<b>Objectives:</b>	To deliver a professional full time Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea; to respond to 95% of calls within 6 minutes.			
<b>Achievements:</b>	Met and maintained response time goals. AMR agreed to forgo the 4% increase in compensation provided for in their contract in FY 13 in exchange for the Town's willingness to enter into discussions regarding an extension of their contract.			
<b>ACCT NO.</b>	<b>DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT</b>	<b>ADOPTED FY 2011-12</b>	<b>MGR RECOMM FY 2012-13</b>	<b>COMM ADOPTED FY 2012-13</b>
<b>CONTRACTUAL SERVICES</b>				
345	Emergency Medical Services	\$753,659	\$753,659	
	American Medical Response Contract; AMR has waived the 4% increase their contract allows in exchange for the Town entering into negotiations to extend their contract.			
<b>CAPITAL OUTLAY</b>				
624	Building Improvement	\$1,000	\$1,000	
<b>Totals</b>		<b>\$754,659</b>	<b>\$754,659</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-2013**

Depart. Name:	Developmental Services	524						
Submitted By:	Bud Bentley, ATM & Department Director							
Objectives:	<p><b>Building Services:</b> To ensure that construction in Town is safe and compliant with Fire Codes, building codes, and land use regulations. <b>Code Compliance:</b> To engage the community in the abatement and resolution of code and violations thus increasing safety, achieving community aesthetic standards and assuring proper licenses and permits are acquired.</p> <p><b>Planning Services:</b> To enhance the quality of life in the community through compliance with our land development code. To make the land development code a living document that is easy to use, and updated to reflect current and desired community standards.</p>							
Functions:	<p><b>Administration:</b> Provides administrative support to the Special Magistrate, serves as the contract manager for building services, code compliance services and Interlocal agreements. <b>Planning and Zoning:</b> Oversee the Town's Land Development Regulations. Provides support to the Planning &amp; Zoning Board, the Board of Adjustment and the Development Review Committee. <b>Building Services:</b> Issues building permits, ensuring all inspections are completed during construction activities. Contract Fire Marshall provides the fire plan review and inspections for all applicable building permit applications. <b>Code Compliance Services:</b> Seeks property compliance with the Town's Code of Ordinances. <b>Town Engineering:</b> Includes right-of-way permitting and plan review. <b>Project Management:</b> Manages major Capital Improvement Projects.</p>							
Achievements:	<p>Smoothly transitioned from Broward County to CAP Government Services for Building Permitting &amp; Inspection Services on January 3, 2012. CAP has been well-received by the building community &amp; residents. Issued 340 permits through April 2012. Transitioned from Town staff to Calvin, Giordano &amp; Associates for code compliance services on January 3, 2012. Conducted 682 inspections and opened 248 code violation cases through April 2012. Accomplished the following Commission Planning Priorities: Remove Mediterranean style architectural standard requirement (Priority #1), revised the RM-25 zoning district to encourage the redevelopment/investment in the Town's hotel properties (Priority #2), revised Town's Sign Code (Priority #3) and cleaned-up regulations in the B1A and B1 districts (Priority #5). Processed six parking exemption applications and three sidewalk café applications through April 2012. Developed processes for sign permit applications and sidewalk café applications and addressed code revisions related to Window Screening for Vacant Properties and Alcohol service separation distance requirements.</p>							
ACCT NO.	Account & Detail	Detail	FY 2012-2013					
			ADOPTED	AMENDED	Detail	REQUEST	RECOMMEND	COMM. ADOPTED
	<b>PERSONNEL SERVICES</b>							
120	SALARIES - Director (50%), Town Planner & Sr Office Spec.		\$233,500	\$145,750		\$188,076	\$188,076	
121	TEMP SALARIES - Intern @ \$20 hrs * \$15 hr * 26 weeks				\$7,800	\$7,800	\$7,800	
140	OVERTIME for support of Board meetings		\$2,000	\$2,000		\$2,000	\$2,000	
210	FICA - Town's share of Social Security 6.2% and Medicare 1.45%		\$18,000	\$18,000		\$14,046	\$14,046	
220	Florida State Retirement System (FRS)		\$11,500	\$11,500		\$10,535	\$10,535	
230	GROUP INSURANCE		\$29,386	\$29,386		\$30,297	\$30,297	
	<b>Total Personnel Services</b>		\$294,386	\$206,636		\$252,754	\$252,754	
	<b>OPERATING</b>							
315	<b>PROFESSIONAL SERVICES -</b>		\$65,000	\$65,000	\$58,300	\$58,300	\$58,300	
		FY 12 Hotel Planning Priority Project	\$6,000					
		FY 12 Sign code rewrite	\$13,000					
		FY12 Architectural design guidelines	\$10,000					
		Planning consultants	\$22,000		\$5,000			
		Code enforcement	\$2,500					
		other	\$8,500		\$5,000			
		DRC Consultants expense (reimbursable - bgt based on mid-yr actual)	\$3,000		\$2,500			
		Town Engineer			\$5,000			
		FY13 Planning Priorities						
		No. 6 Architectural Design Guidelines (contract awarded in FY12, most of expense in FY13 Bgt)			\$30,000			
		No. 5 Code Clean-up	30.00		\$3,000			
		No. 4 Protect SF n/hoods and historical resources	3.00		\$300			
		New Priority - Integration of annexed areas into Zoning Co	75.00		\$7,500			
		NOTE: Town Attorney fees not included in above						
344	PROFESSIONAL TESTING - drug testing (to be charged to Admn Dept in FY 13)		\$200	\$200				
345	<b>CONTRACTUAL SERVICES</b>		\$11,000	\$100,790	\$139,333	\$139,333	\$139,333	
		Minute Services	\$1,500		\$3,000			
		Special Magistrate @ \$100 per hour. Avg of 2.5 hrs for Linn. We are scheduling more Code and Fire cases. Projecting 3.5 hrs per hearing.	\$3,500		\$4,900			
		Calvin, Giordano - Code Services (term ends Jan 30, 2013, +10% inc) See 345 Tab	\$87,750		\$115,933			
		In prior year E-Silo data storage was in equipment maintenance now moved to contractual services.			\$500			

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-2013**

ACCT NO.	Account & Detail	Detail	FY 2011-2012	FY 2011-2012	FY 2012-2013			
			ADOPTED	AMENDED	Detail	REQUEST	RECOMMEND	COMM. ADOPTED
	GIS services (Chen) new zoning maps, etc...				\$2,000			
	Fire Marshall - fire plan review (see Fire Marshall Tab for calculations)				\$13,000			new
402	<b>BUILDING PERMIT SERVICES -</b>			\$209,000		\$375,000	\$375,000	
	Full Yr Bgt for payments to the Bd of Appeals, State and CAP, which receives 75% of the net fees (and approximately 82% of the gross fees). Estimate based on avg monthly bldg permit revenue of \$37,500.							
410	<b>COMMUNICATIONS</b>		\$1,300	\$440				
460	<b>EQUIPMENT MAINTENANCE -</b> Purchased copier in FY12 - ongoing expense in Acct 510.		\$1,084	\$1,204				
461	<b>VEHICLE MAINTENANCE -</b> 2 code vehicles per contract		\$2,500	\$2,000		\$2,500	\$2,500	
462	<b>FUEL -</b> Fuel for 2 code vehicles /avg \$175 since January		\$1,500	\$1,500		\$2,100	\$2,100	
463	<b>SERVICE AGREEMENTS-</b>		\$2,900	\$2,000	\$3,804	\$3,804	\$3,804	
	IMS Business Tax License	\$600			\$600			
	IMS Code System	\$900			\$802			
	Downtown Deva				\$1,000			new
	IMS Code System	\$900			\$902			
	Arch-View System - ESRI (drop, no one using it, can add in future)	\$400			\$0			
	Pest Control	\$500			\$500			
	Data Back-up (Silo System) budgeted under contractual services in 2013	\$500			\$0			
506	<b>PRINTING -</b> \$183 net expense first 7 months of FY12 or @ 26 per month * 12 months = \$313. FY11 expense of \$718.		\$2,000	\$2,000		\$1,000	\$1,000	
508	<b>POSTAGE -</b> \$1,619 expense first 6 months of FY12 or @ \$270 per month * 12 months = \$3242. Kept at last yr bgt as increased activity		\$3,650	\$3,650		\$3,650	\$3,650	
510	<b>OFFICE SUPPLIES -</b> FY12 annualized expense of \$3,295 plus supplies for \$300 supplies for Project Manager. Plus transferred expense for copier at \$300 per year.		\$2,500	\$2,500		\$3,800	\$3,800	
525	<b>UNIFORMS -</b> new Town Logo shirts		\$500	\$600		\$100	\$100	
540	<b>DUES &amp; SUBSCRIPTIONS -</b>		\$270	\$270	\$550	\$550	\$550	
	Gold Coast Code Enforcement Chapter: 2 @ \$30	\$60						
	Florida Association Of Code Enforcement: 2 @ \$30	\$60						
	Florida Association Of Business Tax Officials (1) \$40	\$40						
	Florida Floodplain Managers Association (1) \$50	\$50						
	American Planning Association (Florida Chapter)	\$60			\$125			
	American Planning Association (National)				\$275			
	American Institute of Certified Planners				\$150			
545	<b>TRAINING</b>		\$2,500	\$2,500	\$1,800	\$1,800	\$1,800	
	Code Officer Training	\$700			\$0			
	Town Planner - 1 state conference & 1 local conference	\$1,800			\$1,800			
550	<b>OPERATING SUPPLIES</b>		\$5,450	\$5,450	\$7,600	\$7,600	\$7,600	
	Operational supplies and equipment	\$2,700			\$2,000			
	Broward County Recordings	\$1,000			\$1,000			
	Scanning/Archiving of Records	\$1,750			\$2,000			
	Noise Meter (SPDP-2200-10PR) see 550 Tab				\$2,600			
	<b>Total Operating</b>		<b>\$102,354</b>	<b>\$399,104</b>		<b>\$599,537</b>	<b>\$599,537</b>	
	<b>CAPITAL OUTLAY</b>							
640	<b>EQUIPMENT &amp; MACHINERY</b>		\$7,500	\$7,500		\$7,500	\$7,500	
	NEV (street-legal electric cart)	\$7,500						
	<b>Total Proposed Budget Request</b>		<b>\$404,240</b>	<b>\$613,240</b>		<b>\$859,791</b>	<b>\$859,791</b>	

TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13

<b>Depart/Division</b>	<b>Municipal Services/Public Works Div</b>	<h1 style="margin: 0;">541.100</h1>				
<b>Submitted By:</b>	Don Prince, Director Of Municipal Services					
<b>Function:</b>						
To maintain the Town's infrastructure by making repairs to roads, sewers, stormdrains and streetlights. Maintaining the Town's fleet vehicles to ensure safe operation on the road. To provide a safe, clean and well maintained appearance of the Town's public property. To maintain all public buildings by providing a safe, clean, attractive and enjoyable environment for visitors and residents of Lauderdale by the Sea.						
<b>Objectives:</b>						
To make necessary repairs to sidewalks, drainage, sewers, irrigation and Town owned properties. Providing proper maintenance to equipment. Ensuring that all employees as well as contractors adhere to safety procedures and policies. To provide a safe clean environment for all to enjoy and to reduce operating cost by doing preventative maintenance on the Town's infrastructure.						
<b>Achievements:</b>						
Completed Flamingo, Harbor drive and Terra Mar drainage projects. Completed sewer and street analysis. Started a sewer cleanout restoration project throughout Town. Replaced damaged streets, swales and sidewalks Townwide. Installed energy efficient lighting fixtures in Town buildings. Installed water saving plumbing fixtures in Town buildings, removed graffiti Townwide, maintained existing drainage Townwide, responded to Citizen concerns, pressure washed buildings and sidewalks monthly Townwide. Maintained all the landscaping and irrigation Town wide.						
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
<b>PERSONNEL SERVICES</b>						
120	<b>SALARIES -</b>	\$ 565,364	\$ 578,364	\$620,909	\$620,909	
140	<b>OVERTIME - for emergency situations &amp; special events</b>	\$ 10,000	\$ 10,000	\$10,000	\$10,000	
210	<b>FICA: Social Security 6.20% + Medicare 1.45%</b>	\$ 42,650	\$ 42,650	\$48,265	\$48,265	
220	<b>RETIREMENT - employer contribution to Florida Retirement System has decreased to 4.91% for regular employees, 6.27% for Sr Mgmt</b>	\$ 27,999	\$ 27,999	\$40,292	\$40,292	
230	<b>GROUP INSURANCE: health insurance increase assumed at 12%</b>	\$ 98,471	\$ 98,471	\$99,364	\$99,364	
<b>OPERATING EXPENSES</b>						
315	<b>PROFESSIONAL SERVICES -</b>	\$ 5,000	\$ 4,134	\$5,000	\$5,000	
340	<b>SEWER/WASTEWATER</b>	\$ 6,300	\$ 6,300	\$7,100	\$11,000	
345	<b>CONTRACTUAL SERVICES</b>	\$ 47,084	\$ 47,084	\$47,082	\$47,082	
410	State Road Street Sweeping 928 miles a year @ \$24 a mile \$22,272 All Florida tree trimming approx 880 palm trees @ \$15 a tree \$13,200, approx 284 coconut palms a 2nd trimming @ \$15 a tree \$4,260, approx. 70 hours of canopy tree trimming @ \$65 an hour \$4,550 King tree Approx. 350 trees @ \$7 a tree 3 times a year \$7,350	\$ 12,833	\$ 12,833	\$12,833	\$12,833	
430	<b>ELECTRIC SERVICE- For all Public buildings and portals</b>	\$ 47,000	\$ 47,000	\$47,000	\$47,000	
431	<b>WATER SERVICE - For all Public buildings and irrigation</b>	\$ 73,830	\$ 73,830	\$101,000	\$109,500	
433	<b>ELECTRIC SERVICE - Electricity for Town Street Lights and irrigation systems.</b>	\$ 50,000	\$ 50,000	\$55,000	\$55,000	
445	<b>EQUIPMENT RENTAL - Rental of miscellaneous equipment / i.e., asphalt rollers, compactors, jack-hammers, ice-machine, barricades, hole saw, etc.</b>	\$ 4,000	\$ 4,000	\$4,000	\$4,000	
460	<b>EQUIPMENT MAINTENANCE - Maintenance of all equipment in the public works department (generators, bobcat, golf cart, pressure washer, chipper, chain saws, sweeper and misc. equipment)</b>	\$ 34,488	\$ 34,488	\$34,488	\$34,488	
461	<b>VEHICLE MAINTENANCE - maintain seven vehicles</b>	\$ 8,675	\$ 8,675	\$8,675	\$8,675	
462	<b>FUEL - Fuel for vehicles ,equipment and three emergency back up generators</b>	\$ 19,230	\$ 19,230	\$19,230	\$19,230	
463	<b>SERVICE MAINTENANCE CONTRACTS- Town Hall, Jarvise Hall, Public Works Garage and PSC pest control \$3,184, Generator maintenance \$1,700, maintenance for 33 AC units @ \$390 a month \$4,680</b>	\$ 9,606	\$ 9,606	\$9,600	\$9,600	
470	<b>RADIO MAINTENANCE - radio repairs</b>	\$ 550	\$ 550	\$550	\$550	
497	<b>CONTINGENCY</b>					
498	<b>STORM DRAIN OUTFALL REHAB/MAINTENANCE (NPES)</b>	\$ 100,000	\$100,866	\$100,000	\$100,000	
	TeleVac \$80,000; \$20,000 for emergency drainage repairs					

TOWN OF LAUDERDALE-BY-THE-SEA  
 PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
 FISCAL YEAR 2012-13

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
508	POSTAGE -	\$ 315	\$ 315	\$315	\$315	
510	OFFICE SUPPLIES -	\$ 1,000	\$1,000	\$1,000	\$1,000	
520	BLDG. MAINTNENANCE MATERIALS - Supplies for daily cleaning and maintenance \$18,000	\$ 40,000	\$50,000	\$18,000	\$25,000	
525	UNIFORM EXPENSE - Uniform maintenance and replacement contract for Municipal Services - Ave \$ 253.	\$ 5,424	\$ 5,424	\$5,500	\$5,500	
529	STREETLIGHT MAINTENANCE DOT grant for maintaining DOT lights	\$ 12,000	\$12,000	\$12,000	\$12,000	
530	STREET MAINTENANCE/SUPPLIES - Includes minor repairs to Town owned streets (l.e. water main breaks, sink holes, etc.) Replacement of decorative street lights and crosswalk repairs	\$ 33,000	\$37,815	\$33,000	\$33,000	
531	GROUNDS MAINT/ LANDSCAPING plants ,sod,topsoil and irrigation supplies	\$ 45,000	\$ 45,000	\$45,000	\$45,000	
532	SIGNS- beach, park, public facilities & roadway signage	\$ 12,000	\$ 12,000	\$12,000	\$12,000	
534	SIDEWALK MAINTENANCE & REPAIR	\$ 40,000	\$ 40,000	\$40,000	\$40,000	
535	FLAGS: cost to replacement U.S. flags at Town facilities	\$ 1,700	\$1,700	\$1,000	\$1,000	
540	DUES & SUBSCRIPTIONS - American Public Works Association - \$232 Florida Stormwater Association - \$310 Florida Floodplain Managers Association - \$50 Misc. Membership - \$133	\$ 725	\$ 725	\$725	\$725	
545	TRAVEL AND TRAINING - American Public Works Conference - \$750 Florida Stormwater Association Conference - \$ 750 Tampa Hurricane Conference - \$195 Staff Seminars - Safety or Hurricane Workshops - \$500 Florida Floodplain Managers Association Conference - \$555 Misc. Membership-\$	\$ 3,925	\$ 3,925	\$3,925	\$3,925	
550	OPERATING SUPPLIES - Misc operating purchases, surface water renewal fee, Safety Items, hoses, cords, water, clamps, bits, keys	\$ 19,339	\$ 19,339	\$19,339	\$19,339	
<b>CAPITAL OUTLAY -</b>						
640	EQUIPMENT & MACHINERY - New non-impact store front window and doors in the community center	\$ 47,780	\$ 37,780	\$18,500	\$18,500	
644	VEHICLES - replace 98 Ford F-150 with 2012 Ford F-150	\$ -	\$ -	\$36,915	\$36,915	
	<b>TOTAL</b>	<b>\$ 1,425,288</b>	<b>\$ 1,443,103</b>	<b>\$1,517,607</b>	<b>\$1,537,007</b>	<b>\$0</b>

TOWN OF LAUDERDALE-BY-THE-SEA  
 PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
 FISCAL YEAR 2012-13

Depart/Division	Municipal Svcs/Recreation	572				
Submitted By:	Don Prince, Director Of Municipal Services Connie Hoffmann, Town Manager					
Functions:	To provide a safe, clean, accessible and durable recreational facility for residents and visitors of the Town. Ensuring playgrounds are safe for children to use. Providing community recreation areas for all programs to residents and visitors.					
Objectives:	To increase the number and quality of recreational programs offered. Replace all the metal benches and trash recepticals with recycled plastic, install					
Achievements:	Installed two new shade awnings in the Tennis Courts, replaced the play surface at Pirates Park, added sand in the play area, pressure washed park equipment and sidewalks on a monthly basis.					
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT OPERATING	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT. REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM. ADOPTED FY 2012-13
342	CONTRACTUAL SERVICES- COMMUNITY CENTER Armillio Bien-Aime contract to program comm center	\$60,000	\$60,000	\$60,000	\$60,000	
343	BEACH MAINTENANCE Contract- Contract to sanitize and rake the Town's beaches. Beach Raker @ \$13,560/mo. + \$3,330 for additional Spring Break service. \$1,000 for turtle monitoring. New FWCC rules re turtle nests & seaweed disposal will increase costs to keep the beach clean. We included \$10,000 for additional costs.	\$162,720	\$162,720	\$167,020	\$178,000	
345	CONTRACTUAL SERVICES - \$150 per month mgmt fee for new monthly lecture series; funds for movies in the park	\$6,000	\$6,000	\$4,000	\$6,000	
347	RECREATION PROGRAMS Misc recreational & cultural programs.	\$7,500	\$3,500	\$3,500	\$3,500	
410	COMMUNICATIONS-	\$600	\$600	\$100	\$100	
430	ELECTRIC SERVICE - Friedt Park, Tennis, Soccer & Basketball Courts and charge allocated to senior center for grant. Estimated \$293/mo. Assumes \$1k cost associated w new beach bathroom.	\$4,000	\$4,000	\$4,000	\$5,000	
451	LIABILITY INSURANCE - Liability insurance allocated to community center	\$824	\$824	\$705	\$705	
460	EQUIPMENT MAINTENANCE - Maintenance of recreation facilities & equipment in parks, Melvin I. Anglin Courtyard (restrooms, benches, basketball, tennis courts, flag poles, lighting)	\$8,150	\$8,150	\$8,150	\$8,150	
469	BUOY MAINTENANCE	\$7,000	\$7,000	\$7,000	\$7,000	
495	SPECIAL EVENTS - Contractual personnel, equipment, and supplies associated with special events. See detail below. Halloween (incl \$1500 for event mgmt) \$5,500 July 4th (\$2500 for event mgmt, \$15k fireworks, \$13k rental, \$7500 exp) \$38,000 Christmas By The Sea \$5,000 Easter (incl \$1k event mgmt) \$4,000 other \$2,500	\$55,000	\$55,000	\$55,000	\$55,000	
510	OFFICE SUPPLIES - Community Center	\$525	\$525	\$525	\$525	
520	MAINTENANCE MATERIALS - Materials and supplies needed for park, tennis & basketball court, soccer field, horseshoe pits, bocce ball courts, Portals. Adds \$1k for new beach bathroom.	\$14,000	\$14,000	\$14,000	\$15,000	
540	DUES & SUBSCRIPTIONS parks & recreation assn dues - for grant eligibility	\$335	\$335			
550	OPERATING SUPPLIES -doggie bags, tennis court keys, park furniture, sports equipment, trash cans, etc. .	\$12,900	\$21,900	\$15,000	\$20,000	
640	EQUIPMENT & MACHINERY	\$5,000	\$0			
<b>Total</b>		<b>\$344,554</b>	<b>\$344,554</b>	<b>\$339,000</b>	<b>\$358,980</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Name:</b>	Town Commission	<b>511</b>				
<b>Submitted By:</b>	June White, Town Clerk Connie Hoffmann, Town Manager					
<b>Function:</b>	To represent the public interest, provide leadership and policy direction for the Town's future, and assure the present and future fiscal integrity of the municipal government.					
<b>Objectives:</b>	To maintain transparency and trust in municipal government in Lauderdale-by-the-Sea, to operate municipal government in an efficient and business-like manner, to provide excellent customer service to our residents, businesses, and visitors, to foster the economic well-being of the Town.					
<b>Achievements FY 2013</b>	Reduced taxes by keeping the millage rate the same for the third year in a row, despite declining property assessments; Negotiated substantive changes to the garbage collection contract upon renewal that resulted in expanded service at no cost and future rate reductions for Town residents. Chaired very successful Halloween, Easter by the Sea, and 4th of July special events;					
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-2013
	<b>PERSONNEL SERVICES</b>					
110	<b>SALARIES</b> - includes 5% increase allowed	\$ 56,284	\$ 56,284	\$ 59,098	\$ 59,098	\$ -
210	<b>FICA</b> -Social Security 6.20% and Medicare 1.45%	\$ 4,306	\$ 4,306	\$ 4,521	\$ 4,521	\$ -
220	<b>RETIREMENT</b> - Contribution to the Florida Retirement System for elected officials	\$ 6,270	\$ 6,270	\$ 6,046	\$ 6,046	\$ -
230	<b>GROUP INSURANCE</b> -	\$ 20,203	\$ 25,203	\$ 17,323	\$ 17,323	\$ -
315	<b>PROFESSIONAL SERVICES</b> - no expense anticipated		\$ 5,835			
510	<b>OFFICE SUPPLIES</b> - Office supplies used for preparation of the Commission Agenda packages and other supplies.	\$ 600	\$ 600	\$ 600	\$ 600	\$ -
512	<b>ELECTIONS</b> - no election planned for FY 13	\$ 4,200	\$ 3,200		\$ -	\$ -
540	<b>DUES &amp; SUBSCRIPTIONS</b> - Broward League of Cities = \$ 564 Florida League of Cities = \$ 569 Florida League of Mayors = \$ 250 National League of Cities is not being renewed Sister Cities International = \$ 250	\$ 2,442	\$ 1,442	\$ 1,633	\$ 1,633	\$ -
545	<b>TRAINING</b> - Conference, seminars, workshops, meetings, and Broward League of Cities meetings, annual Florida League of Cities conference and training; ethics training required by County Ordinance	\$ 3,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
550	<b>OPERATING SUPPLIES</b> - Stationary, flash drives, video tapes for meetings, proclamation/awards, printing, sympathy flowers, water for Commission mtgs, and miscellaneous supplies, Hosting League of Cities meeting.	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
	<b>CAPITAL OUTLAY</b>					
640	<b>EQUIPMENT &amp; MACHINERY</b>	\$ 1,500	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		<b>\$ 101,805</b>	<b>\$ 107,640</b>	<b>\$ 93,721</b>	<b>\$ 93,721</b>	<b>\$ -</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Department Name:</b>	Donations	<b>511.100</b>
<b>Submitted By:</b>	Finance Director	
<b>Function</b>	To aid non profit organizations by assisting in the funding of projects that benefit the multiple needs of citizens of Broward County.	
<b>Objectives:</b>	To plan, coordinate and assist in funding community related not -for-profit social service agencies.	
<b>Achievements:</b>	Provided financial assistant to Aging & Disability Resource Council of Broward County, Women In Distress, Kids Voting Broward, Family Central, and Boy Scouts of America, all of whom provide service to LBTS residents.	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR REQ FY 2012-13	COMM ADOPTED
	<b>OPERATING</b>					
820	<b>Aid To Non-Profit Organizations</b>	\$ 14,187	\$ 14,187	\$ 16,718	\$ 14,218	\$ 14,218
	Aging & Disability Resource Council	\$ 10,162	\$ 10,162	\$ 10,120	\$ 10,120	\$ 10,120
	Women in Distress	\$ 2,000	\$ 2,000	\$ 3,000	\$ 2,000	\$ 2,000
	Kids Voting Broward	\$ 1,474	\$ 1,474	\$ 1,547	\$ 1,547	\$ 1,547
	Family Central	\$ 551	\$ 551	\$ 551	\$ 551	\$ 551
	Boy Scouts			\$ 1,500	\$ -	\$ -
	<b>Total Donations</b>	\$ 14,187	\$ 14,187	\$ 16,718	\$ 14,218	\$ 14,218

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Department/Division</b> Buildings/Chamber Of Commerce	<b>511.200</b>
<b>Submitted By:</b> Don Prince, Director Of Municipal Services	
<b>Function:</b>	To attract visitors and tourists to Lauderdale-By-The-Sea, and provide information to visitors and residents. To provide the Chamber with an attractive building from which to operate.
<b>Objectives:</b>	To fund the Visitors Center to promote the town of Lauderdale-By-The-Sea and act as a host to Tourists & Visitors who visit our Town. Provide information about local attractions, Restaurants, Hotels & other community business to Visitors, Tourists & Residents.
<b>Achievements:</b>	Between ____ 1 and June 30, 2012, the Welcome Center had 9,759 walk-ins, mailed 1325 Visitor's Guides, and responded to 950 ad responses, 298 diving inquiries, and 796 inquiries about hotels.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED
<b>PERSONNEL SERVICES</b>						
120	SALARIES - partial salary of a Maintenance Worker	\$ 8,731	\$ 8,731	\$ 9,277	\$ 9,277	\$ -
210	FICA - Social Security 6.20% and Medicare 1.45%	\$ 668	\$ 668	\$ 710	\$ 710	\$ -
220	RETIREMENT - Florida Retirement System	\$ 429	\$ 429	\$ 481	\$ 481	\$ -
230	GROUP INSURANCE - Mgr Recommended assumed a 10% increase in health insurance premium. However, we were succesful in obtained coverage w a new carrier at less cost.	\$ 2,596	\$ 2,596	\$ 2,388	\$ 2,388	\$ -
<b>OPERATING</b>						
345	Contract	\$ 38,861	\$ 38,861	\$ 40,000	\$ 40,000	\$ -
340	SEWER/WASTEWATER -	\$ 1,600	\$ 1,600	\$ 1,600	\$ 2,880	\$ -
430	ELECTRIC SERVICE -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
431	WATER -	\$ 1,200	\$ 1,200	\$ 1,985	\$ 2,150	\$ -
451	LIABILITY INSURANCE - Chamber bldg's share of Town Property, flood and windstorm	\$ 4,121	\$ 4,121	\$ 3,526	\$ 3,526	\$ -
452	WORKERS COMPENSATION INSURANCE -	\$ -	\$ -	\$ -	\$ -	\$ -
520	MAINTENANCE MATERIALS - Supplies for daily cleaning & maintenance of grounds	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
640	CAPITAL OUTLAY - install new impact windows			\$ 8,000	\$ 8,000	
<b>Total</b>		<b>\$ 63,706</b>	<b>\$ 63,706</b>	<b>\$ 73,467</b>	<b>\$ 74,912</b>	<b>\$ -</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Dept. Name:</b>	<b>Administration</b>		<b>513</b>
<b>Submitted By:</b>	Town Manager		
<b>Function:</b>	To provide professional leadership and management to local government operations and to execute Town/Commission policy and direction. Recommend alternative solutions to community issues. Prepare an annual budget for Commission consideration and control expenses. Provide mgmt oversight to ensure overall efficiency in Town operations. To accurately account for and report on the Town's expenditures and revenues. To manage the Town's risk of property damage and liability. To produce the Town minutes & serve as custodian of the Town's records. To provide customer service to visitors to Town Hall. Collect payments for services, parking tickets, and parking permits. Prepare the annual financial report. Pay vendors promptly. Perform HR functions.		
<b>Objectives:</b>	Implement the Town's Master Plan; manage construction of the Commercial Boulevard streetscape & drainage projects; complete the Bougainvillea Drive drainage project; implement measures that improve the Town's economic vitality, including the Town's branding implementation; maintain internal accounting controls; assure the reliability of financial records and reporting; maintain accountability for assets; prepare and maintain accurate records for Town proceedings and transactions; control the Town's budget.		
<b>Achievements in FY 2012:</b>	Property tax decrease; selected designers for and oversaw design of major projects on Commercial Boulevard that will substantially improve the Town's appeal, appearance, and walkability; solicited proposals for banking services, resulting in slight savings; reduced building permit fire review fees by 50%; hired highly-qualified staff; evaluated sufficiency of emergency reserve; addressed & resolved audit comments from prior year; evaluated current methodology for fire assessment fees.		

ACCT NO.	DESCRIPTION OF ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR RECOMM FY 2012-13	ADOPTED FY 2012-13
<b>PERSONNEL SERVICES</b>						
120	<b>SALARIES</b> - Salaries for City Clerk & Finance Div personnel, Town Manager (70%), Asst to the Mgr, & Sr Office Specialist. There is no change in staffing from the the FY12 budget .	\$ 581,168	\$ 581,168	\$ 591,935	\$ 591,935	
140	<b>OVERTIME</b> -as needed to complete special projects, the audit process, budget preparation, year-end closing of financial records	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
210	<b>FICA</b> - Town's share of Social Security 6.20% and Medicare 1.45%	\$ 41,026	\$ 41,026	\$ 42,114	\$ 42,114	\$ -
220	<b>RETIREMENT</b> - Florida Retirement System contributions for all Admn Dept employees; Contribution for Town Mgr reduced by 30% per state law; \$10,000 for Town Mgr's deferred comp per contract;	\$ 42,042	\$ 42,042	\$ 57,258	\$ 57,258	\$ -
230	<b>GROUP INSURANCE</b> -	\$ 63,552	\$ 63,552	\$ 61,546	\$ 61,546	\$ -
<b>OPERATING EXPENSES</b>						
315	<b>PROFESSIONAL SERVICES</b> Consultants & professional service providers to assist with research, HR matters, special programs or projects (including \$7,500 to assist with the evaluation and negotiation of EMS contract).	\$ 20,000	\$ 20,000	\$ 20,000	\$ 27,500	\$ -
320	<b>AUDIT EXPENSE</b> - annual audit; Grau contract renewed at same price	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ -
344	<b>HR EXPENSE</b> - Cost for random drug testing of employees annually, pre-testing of prospective employees and post-accident drug testing. Also includes background checks for prospective employees and other HR-related expenses.	\$ 1,000	\$ 1,000	\$ 1,300	\$ 1,300	\$ -
345	<b>CONTRACTUAL SERVICES</b> - ADP for payroll processing & reporting (\$9k); City of Fort Lauderdale water utility tax collection fees (\$1,500); minutes transcription svc (\$8K); bank fees (\$6k)	\$ 21,000	\$ 21,000	\$ 24,500	\$ 24,500	\$ -
463	<b>SERVICE &amp; EQUIPMENT MAINTENANCE</b> - Fund Balance Financial System Maint Contract- \$ 3750 Laserfiche Maint Contract- \$ 4,100 Konica Minolta Copiers (Clerk/Finance)- \$ 3,500 fo machines + \$500 for copies in excess of contract	\$ 16,000	\$ 16,000	\$ 14,000	\$ 14,000	\$ -
506	<b>PRINTING &amp; BINDING</b> - checks, applications, permits, pre-printed forms, stationary, business cards, envelopes, annual financial report, annual budget, grant applications, exhibits, historic documents & photos	\$ 9,000	\$ 9,000	\$ 7,500	\$ 7,500	\$ -
508	<b>POSTAGE</b> - for all general fund departments; includes Pitney Bowes postage machine rental	\$ 5,000	\$ 4,000	\$ 3,750	\$ 3,750	\$ -
510	<b>OFFICE SUPPLIES</b>	\$ 4,500	\$ 4,500	\$ 4,000	\$ 4,000	\$ -

**TOWN OF LAUDERDALE-BY-THE-SEA  
 PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
 FISCAL YEAR 2012-13**

ACCT NO.	DESCRIPTION OF ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ FY 2012-13	MGR RECOMM FY 2012-13	ADOPTED FY 2012-13
540	DUES, MEMBERSHIPS & SUBSCRIPTIONS - Broward & Intl - City Manager Association (\$500), City Clerks Association memberships (\$300), Florida & National Government Finance Officers Association (\$700), Association of Government Accountants (AGA), Public Risk Insurance Management Association (PRIMA), National Institute of Government Purchasing (), Florida Statutes Updates, 3 Notary Public(-\$385), Costco (\$100); Fla Redevelopment Assn (\$195); Congress for New Urbanism (\$200)	\$ 3,000	\$ 3,000	\$ 2,600	\$ 2,600	\$ -
545	TRAINING/TRAVEL - monthly professional assn mtgs; mileage reimb; certification classes; seminars, conferences, meeting and training.	\$ 6,000	\$ 6,000	\$ 5,000	\$ 5,000	\$ -
550	OPERATING SUPPLIES - Application fees, back-up tapes, permit fees, rubber stamps, file cabinets, printers, storage boxes, shelves, and cabinets, research, and miscellaneous equipment & office furniture that does not meet capitalization thresholds.	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ -
<b>CAPITAL OUTLAY</b>						
640	EQUIPMENT & MACHINERY - conference table, other capital items	\$ 4,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ -
<b>Totals</b>		<b>\$ 872,288</b>	<b>\$ 871,288</b>	<b>\$ 888,503</b>	<b>\$ 896,003</b>	<b>\$ -</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Depart. Name:</b>	<b>Town Attorney</b>	<b>514</b>
<b>Submitted By:</b>	Susan Trevarthen, Town Attorney	
<b>Function:</b>	To advise and provide legal counsel to the Town Commission and to all municipal officers in matters pertaining to their official duties, including representation of the Town in all litigation. The outside legal firm, Weiss, Serota, Helfman, Pastoriza, Cole, Boniske, P.L., serves as the Town Attorney, with Susan Trevarthen the partner assigned.	
<b>Objectives:</b>	Render professional legal advice and service in litigation, draft legally-defensible ordinances, and resolutions for the Town. Reviews requests for zoning variances, etc., with the goal of accomplishing the Town's purposes and protecting its interests. The Town Attorney and/or his designee attend Town Commission meetings, workshop sessions of the Commission and Town Board meetings. Represents and advises the Town on labor matters.	
<b>Achievements:</b>	Successfully prosecuted municipal cases. Drafted and assisted staff with recommending multiple ordinance revisions & LDR code revisions. Educated the Town Commission and Advisory Board members on new County ethics code requirements. Issued safe harbor ethics opinions.	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM. ADOPTED FY 2012-13
	<b>CONTRACTUAL SERVICES</b>					
310	LEGAL - General Representation, municipal prosecutions, labor,	\$333,000	\$333,000	\$325,000	\$325,000	0
313	LEGAL EXP- Other Issues	\$0	\$0	\$0	\$0	\$0
314	LEGAL - Litigation Expenses	\$35,000	\$35,000	\$35,000	\$35,000	0
319	ETHICS Research, Training	\$0	\$0	\$8,000	\$8,000	\$0
	<b>Totals</b>	<b>\$368,000</b>	<b>\$368,000</b>	<b>\$368,000</b>	<b>\$368,000</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

519

<b>Dept. Name:</b>	<b>General Government</b>
<b>Submitted By:</b>	Submitted by: Finance Director, Town Manager, PIO
<b>Function:</b>	To account for expenditures that are of benefit to the entire organization or Town such as insurance, the public information function, marketing activities, info technology system and maintenance, community bus service. To provide funds for unexpected expenditures. To account for the salaries and benefits of the Assistant Town Manager, whose responsibilities cross several departments and functions.
<b>Objectives:</b>	To provide accurate & timely information to the public about the Town and its operations through Town Topics, the Town's website, and the Town's cable channel. To provide competitive and adequate insurance to safeguard the Town's assets in case of damage or loss and to cover the Town's liability when accidents or injuries occur. To provide professional expertise on Town issues and problems; to supplement Town staff through the retention of consultants; to maintain ridership levels on the Pelican Hopper to insure its continuation.
<b>Achievements:</b>	Published 4 editions of Town Topics with timely articles and information. Revised the website to be more user-friendly and to market the Town. Created a brand logo and tagline for the commercial district. Created two multi-day events designed to bring tourists to Town and bring retailers new clients. Negotiated changes in the Choice contract to benefit our residents, then renegotiated the Choice contract upon renewal to 1) ensure that the reduction in disposal fees that will occur in 2013 will benefit our residents, not Choice, 2) provide for expanded recycling (which will also lower costs), and 3) other service enhancements.

ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	<b>PERSONNEL SERVICES</b>					
120	<b>SALARIES</b> - Salaries for Public Information Officer, 50% of Asst Town Mgr	\$152,008	\$152,008	\$113,392	\$113,392	
210	<b>FICA</b> - Social Security 6.20% and Medicare 1.45%	\$10,408	\$10,408	\$8,241	\$8,241	
220	<b>RETIREMENT</b> - Florida Retirement System 4.91% for P.I.O. and 6.27% for Asst Town Mgr. per FRS regs	\$8,404	\$8,404	\$6,604	\$6,604	
230	<b>GROUP INSURANCE</b> -	\$10,235	\$10,235	\$12,876	\$12,876	
250	<b>UNEMPLOYMENT COMPENSATION</b> - all GF departments; reimb to State for benefits paid to former LBTS employees	\$22,000	\$22,000	\$20,000	\$20,000	
	<b>OPERATING EXPENSES</b>					
311	<b>ADVERTISING</b> - Trim compliance, ordinances, request for proposals, public notices, required advertisement for all depts.	\$9,000	\$9,000	\$9,000	\$9,000	
313	<b>LEGAL EXPENSES</b> - nominal amt budgeted for small settlements or outside counsel expenses	\$10,000	\$10,000	\$10,000	\$10,000	
315	<b>PROFESSIONAL SERVICES</b> Town Engineering contract-general services \$35,000 Traffic Engineering services - \$10,000 Other (landscape architecture, architects, sign design services,risk mgmt, HR, finance, etc.) \$10,000	\$75,000	\$65,575	\$65,000	\$55,000	
345	<b>CONTRACTUAL SERVICES</b> Municipal Code Codification & Code On Line - \$6,000 E-Silo data storage- \$3600	\$7,000	\$12,425	\$11,000	\$11,000	
349	<b>COMMUNITY BUS CONTRACT</b> Broward Grant portion of Community Bus contract-	\$43,860	\$43,860	\$43,860	\$43,860	
451	<b>LIABILITY INSURANCE</b> General Liability - \$ 74,149; Automobile - \$13,412 Property Casualty, Flood & Windstorm - \$ 87,089	\$236,258	\$236,258	\$202,179	\$202,179	

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
452	<b>WORKERS COMPENSATION INSURANCE</b> low premiums due to excellent employee safety record	\$29,500	\$29,500	\$29,573	\$29,573	
463	<b>SERVICE &amp; EQUIPMENT MAINTENANCE</b> New SIRE contract for video, & audio feeds for Commission mtgs, agenda mgmt services (\$8,500); other misc costs	\$12,000	\$12,000	\$12,000	\$10,000	
497	<b>GENERAL FUND CONTINGENCY</b> For unanticipated or non-budgeted expenditures	\$174,412	\$147,387	\$150,000	\$256,263	
506	<b>PRINTING &amp; BINDING</b> - Cost associated with printing Town Topics Topics (\$12,500); other misc printing costs	\$12,500	\$12,500	\$13,000	\$15,000	
508	<b>POSTAGE</b> - for general mailings	\$1,600	\$1,600	\$1,500	\$1,500	
511	<b>TECHNOLOGY EXPENSE</b> - Support of Town computer systems. Update and maintain computers, printers, faxes. Network support. Installation of new hardware. Software licenses.	\$40,000	\$40,000	\$40,000	\$40,000	
540	<b>DUES &amp; SUBSCRIPTIONS</b> - ICMA & BCCMA for Asst Town Mgr (\$1100); other memberships	\$1,000	\$4,375	\$2,200	\$2,200	
550	<b>OPERATING SUPPLIES</b> - for PIO, for Jarvis Hall	\$2,200	\$20,700	\$4,500	\$4,500	
551	<b>Recycling Carts &amp; Promotion</b> - one time expense to buy wheeled recycling carts; a County grant will be received to cover these costs & is reflected in the General Fund revenues			\$65,000	\$65,000	
556	<b>GRANT MATCHING FUNDS</b> - BCC Transportation See Acct#349 Covers 3,068 hrs of operation	\$57,000	\$57,000	\$57,000	\$57,000	
<b>CAPITAL OUTLAY</b>						
624	<b>BUILDING IMPROVEMENTS</b>	\$12,500	\$12,500			
640	<b>EQUIPMENT</b>	\$25,000	\$10,500	\$1,500	\$5,000	
<b>Total</b>		<b>\$951,885</b>	<b>\$928,235</b>	<b>\$878,425</b>	<b>\$978,188</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

<b>Dr</b>	<b>Name:</b> General Govt- Marketing & Business Dev	<b>519.1</b>
<b>S</b>	<b>Submitted By:</b> Town Manager	

**Function:** To develop & implement programs that increases the visibility of the Town, it's retailers and hoteliers in the marketplace and draw positive attention and business to the Town.

**Objectives:** To develop a Town marketing strategy; to conduct market research; to implement the Town's new brand; to sponsor events that bring tourists and shoppers to LBTS; to coordinate events designed to bring tourists to Town; to implement the hotel improvement and paint only incentive grants.

**Achievements:** Developed a new brand image & tagline for the Town's commercial district; replaced old, worn banners with new brand banners;brought the hoteliers & retailers together to create & market two events designed to bring people to Town - Family Fun Week and Bugfest by the Sea; created LBTSevents.com to market events in Town; joined Visit Florida, the State's tourism arm; highlighted Town businesses' achievements & recognition on the Town's website; started getting Town events on the CVB's website; developed a working relations with the CVB staff.

ACCT NO.	DESCRIPTION OF ACCOUNT/ ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	<b>OPERATING EXPENSES</b>					
311	ADVERTISING/MRKTG advertise LBTS in coop ads with TDC & Visit Florida; advertise Town events; maintain & uppdate LBTSevents.com	\$0	\$15,000	\$20,000.00	\$20,000.00	
315	<b>PROFESSIONAL SERVICES</b>	\$153,000	\$100,000	\$50,000	\$75,000	
	preparation of a marketing strategic plan; exterior design assistance/advice to HIP & POP grant recipients; advertising/ marketing professional assistance incl design; economic development assistance to Town					
345	<b>CONTRACTUAL SERVICES</b> - market research	\$25,000	\$25,000	\$30,000	\$30,000	
195	<b>MKTG EVENTS</b> -event mgmt; entertainment at those events; marketing; supplies needed for such events. continuation of Bugfest by the Sea & Family Fun Week	\$10,000	\$13,000	\$20,000	\$20,000	
506	<b>PRINTING &amp; BINDING</b> - marketing collateral development & printing	\$13,000	\$13,000	\$5,000	\$5,000	
508	<b>POSTAGE</b> - mailing marketing materials	\$500	\$500	\$500	\$500	
540	<b>DUES &amp; SUBSCRIPTIONS</b> - Fla Redev Assn (\$195); Visit Florida (\$95)			\$250	\$300	
550	<b>OPERATING SUPPLIES</b> - branding implementation (e.g. banners; signage; Pelican Hopper wrap; electric & power box wraps, etc.);	\$3,000	\$38,000	\$10,000	\$15,000	
558	<b>INCENTIVE PROGRAMS</b> - trial incentive match to encourage retail (\$35,000) & hotel (\$150,000) exterior improvements	\$110,000	\$110,000	\$120,000	\$185,000	
	<b>Total</b>	<b>\$314,500</b>	<b>\$314,500</b>	<b>\$255,750</b>	<b>\$350,800</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2010-2011**

<b>Dept. Name:</b>	<b>Police Department</b>		<h1>DEPT. 521</h1>	
<b>Submitted By:</b>	BSO & Connie Hoffmann, Town Manager			
<b>Function:</b>	To safeguard the lives and property of Lauderdale-By-The-Sea residents and visitors by providing comprehensive police services of the utmost quality, while building strong relationships with the community through flexibility of assignment and personalized service.			
<b>Objectives:</b>	The Broward Sheriff's Office, under contract for law enforcement services, provides uniformed patrol, traffic enforcement and the investigation of all crimes. Law enforcement personnel focus on successfully integrating community policing strategies and innovative problem solving techniques into the delivery of services to the Town.			
<b>Achievements:</b>	During Fiscal Year 2011-2012, The Broward Sheriff's Office Lauderdale-By-The-Sea district accomplished the following: to be filled in later)			
<b>ACCT NO.</b>	<b>DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT</b>	<b>ADOPTED FY 2011-12</b>	<b>MGR RECOMM FY 2012-13</b>	<b>COMM ADOPTED FY 2012-13</b>
<b>OPERATING EXPENSES</b>				
345	<b>CONTRACT - Police Services</b>	<b>\$3,435,554</b>	<b>\$3,510,101</b>	
352	<b>CONTRACTED SERVICES - Code Red emergency n system</b>	\$5,500	\$5,000	
460	<b>EQUIPMENT MAINTENANCE-surveillance cameras</b>	\$5,500	\$6,000	
<b>CAPITAL OUTLAY</b>				
624	<b>Building Improvement- for public safety bldg</b>	\$8,000	\$10,000	
640	<b>Equipment &amp; Machinery</b>	\$5,000	\$2,500	
<b>Totals</b>		<b>\$3,459,554</b>	<b>\$3,533,601</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2010-2011**

<b>Dept. Name:</b>	<b>Emergency Medical Service</b>			
<b>Submitted By:</b>	Brooke Liddle			
<b>Date:</b>				
	<b>523</b>			
<b>Goal:</b>	To provide a professional, exceptional, and dedicated Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea.			
<b>Objectives:</b>	To deliver a professional full time Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea; to respond to 95% of calls within 6 minutes.			
<b>Achievements:</b>	Met and maintained response time goals. AMR agreed to forgo the 4% increase in compensation provided for in their contract in FY 13 in exchange for the Town's willingness to enter into discussions regarding an extension of their contract.			
<b>ACCT NO.</b>	<b>DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT</b>	<b>ADOPTED FY 2011-12</b>	<b>MGR RECOMM FY 2012-13</b>	<b>COMM ADOPTED FY 2012-13</b>
	<b>CONTRACTUAL SERVICES</b>			
345	<b>Emergency Medical Services</b>	\$753,659	\$753,659	
	American Medical Response Contract; AMR has waived the 4% increase their contract allows in exchange for the Town entering into negotiations to extend their contract.			
	<b>CAPITAL OUTLAY</b>			
624	<b>Building Improvement</b>	\$1,000	\$1,000	
	<b>Totals</b>	<b>\$754,659</b>	<b>\$754,659</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-2013**

<b>Dept. Name:</b>	Developmental Services	<b>524</b>
<b>Submitted By:</b>	Bud Bentley, ATM & Department Director	
<b>Objectives:</b>	<p><b>Building Services:</b> To ensure that construction in Town is safe and compliant with Fire Codes, building codes, and land use regulations. <b>Code Compliance:</b> To engage the community in the abatement and resolution of code and violations thus increasing safety, achieving community aesthetic standards and assuring proper licenses and permits are acquired.</p> <p><b>Planning Services:</b> To enhance the quality of life in the community through compliance with our land development code. To make the land development code a living document that is easy to use, and updated to reflect current and desired community standards.</p>	
<b>Functions:</b>	<p><b>Administration:</b> Provides administrative support to the Special Magistrate, serves as the contract manager for building services, code compliance services and Interlocal agreements.</p> <p><b>Planning and Zoning:</b> Oversee the Town's Land Development Regulations. Provides support to the Planning &amp; Zoning Board, the Board of Adjustment and the Development Review Committee. <b>Building Services:</b> Issues building permits, ensuring all inspections are completed during construction activities. Contract Fire Marshall provides the fire plan review and inspections for all applicable building permit applications. <b>Code Compliance Services:</b> Seeks property compliance with the Town's Code of Ordinances. <b>Town Engineering:</b> Includes right-of-way permitting and plan review. <b>Project Management:</b> Manages major Capital Improvement Projects.</p>	
<b>Achievements:</b>	<p>Smoothly transitioned from Broward County to CAP Government Services for Building Permitting &amp; Inspection Services on January 3, 2012. CAP has been well-received by the building community &amp; residents. Issued 340 permits through April 2012. Transitioned from Town staff to Calvin, Giordano &amp; Associates for code compliance services on January 3, 2012. Conducted 682 inspections and opened 248 code violation cases through April 2012. Accomplished the following Commission Planning Priorities: Remove Mediterranean style architectural standard requirement (Priority #1), revised the RM-25 zoning district to encourage the redevelopment/investment in the Town's hotel properties (Priority #2), revised Town's Sign Code (Priority #3) and cleaned-up regulations in the B1A and B1 districts (Priority #5). Processed six parking exemption applications and three sidewalk café applications through April 2012. Developed processes for sign permit applications and sidewalk café applications and addressed code revisions related to Window Screening for Vacant Properties and Alcohol service separation distance requirements.</p>	

ACCT NO.	Account & Detail	Detail	FY 2012-2013				
			ADOPTED	AMENDED	Detail	REQUEST	RECOMMEND
<b>PERSONNEL SERVICES</b>							
120	SALARIES - Director (50%), Town Planner & Sr Office Spec.		\$233,500	\$145,750		\$188,076	\$188,076
121	TEMP SALARIES - Intern @ \$20 hrs * \$15 hr * 26 weeks				\$7,800	\$7,800	\$7,800
140	OVERTIME for support of Board meetings		\$2,000	\$2,000		\$2,000	\$2,000
210	FICA - Town's share of Social Security 6.2% and Medicare 1.45%		\$18,000	\$18,000		\$14,046	\$14,046
220	Florida State Retirement System (FRS)		\$11,500	\$11,500		\$10,535	\$10,535
230	GROUP INSURANCE		\$29,386	\$29,386		\$30,297	\$30,297
	<b>Total Personnel Services</b>		\$294,386	\$206,636		\$252,754	\$252,754
<b>OPERATING</b>							
315	<b>PROFESSIONAL SERVICES -</b>		\$65,000	\$65,000	\$58,300	\$58,300	\$58,300
	FY 12 Hotel Planning Priority Project	\$6,000					
	FY 12 Sign code rewrite	\$13,000					
	FY12 Architectural design guidelines	\$10,000					
	Planning consultants	\$22,000			\$5,000		
	Code enforcement	\$2,500					
	other	\$8,500			\$5,000		
	DRC Consultants expense (reimbursable - bgt based on mid-yr actual)	\$3,000			\$2,500		
	Town Engineer				\$5,000		
	FY13 Planning Priorities						
	No. 6 Architectural Design Guidelines (contract awarded in FY12, most of expense in FY13 Bgt)				\$30,000		
	No. 5 Code Clean-up	30.00			\$3,000		
	No. 4 Protect SF n/hoods and historical resources	3.00			\$300		
	New Priority - Integration of annexed areas into Zoning Co	75.00			\$7,500		
	NOTE: Town Attorney fees not included in above						
344	PROFESSIONAL TESTING - drug testing (to be charged to Admn Dept in FY 13)		\$200	\$200			
345	<b>CONTRACTUAL SERVICES</b>		\$11,000	\$100,790	\$139,333	\$139,333	\$139,333
	Minute Services	\$1,500			\$3,000		
	Special Magistrate @ \$100 per hour. Avg of 2.5 hrs for Linn. We are scheduling more Code and Fire cases. Projecting 3.5 hrs per hearing.	\$3,500			\$4,900		
	Calvin, Giordano - Code Services (term ends Jan 30, 2013, +10% inc) See 345 Tab	\$87,750			\$115,933		
	In prior year E-Silo data storage was in equipment maintenance now moved to contractual services.				\$500		

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-2013**

ACCT NO.	Account & Detail	Detail	FY 2011-2012		FY 2012-2013			
			ADOPTED	AMENDED	Detail	REQUEST	RECOMMEND	COMM. ADOPTED
	GIS services (Chen) new zoning maps, etc...				\$2,000			
	Fire Marshall - fire plan review (see Fire Marshall Tab for calculations)				\$13,000			new
402	<b>BUILDING PERMIT SERVICES -</b>			\$209,000		\$375,000	\$375,000	
	Full Yr Bgt for payments to the Bd of Appeals, State and CAP, which receives 75% of the net fees (and approximately 82% of the gross fees). Estimate based on avg monthly bldg permit revenue of \$37,500							
410	<b>COMMUNICATIONS</b>		\$1,300	\$440				
460	<b>EQUIPMENT MAINTENANCE -</b> Purchased copier in FY12 - ongoing expense in Acct 510.		\$1,084	\$1,204				
461	<b>VEHICLE MAINTENANCE -</b> 2 code vehicles per contract		\$2,500	\$2,000		\$2,500	\$2,500	
462	<b>FUEL -</b> Fuel for 2 code vehicles /avg \$175 since January		\$1,500	\$1,500		\$2,100	\$2,100	
463	<b>SERVICE AGREEMENTS-</b>		\$2,900	\$2,000	\$3,804	\$3,804	\$3,804	
	IMS Business Tax License	\$600			\$600			
	IMS Code System	\$900			\$802			
	Downtown Deva				\$1,000			new
	IMS Code System	\$900			\$902			
	Arch-View System - ESRI (drop, no one using it, can add in future)	\$400			\$0			
	Pest Control	\$500			\$500			
	Data Back-up (Silo System) budgeted under contractual services in 2013.	\$500			\$0			
506	<b>PRINTING -</b> \$183 net expense first 7 months of FY12 or @ 26 per month * 12 months = \$313. FY11 expense of \$718.		\$2,000	\$2,000		\$1,000	\$1,000	
508	<b>POSTAGE -</b> \$1,619 expense first 6 months of FY12 or @ \$270 per month * 12 months = \$3242. Kept at last yr bgt as increased activity		\$3,650	\$3,650		\$3,650	\$3,650	
510	<b>OFFICE SUPPLIES -</b> FY12 annualized expense of \$3,295 plus supplies for \$300 supplies for Project Manager. Plus transferred expense for copier at \$300 per year.		\$2,500	\$2,500		\$3,800	\$3,800	
525	<b>UNIFORMS -</b> new Town Logo shirts		\$500	\$600		\$100	\$100	
540	<b>DUES &amp; SUBSCRIPTIONS -</b>		\$270	\$270	\$550	\$550	\$550	
	Gold Coast Code Enforcement Chapter: 2 @ \$30	\$60						
	Florida Association Of Code Enforcement: 2 @ \$30	\$60						
	Florida Association Of Business Tax Officials (1) \$40	\$40						
	Florida Floodplain Managers Association (1) \$50	\$50						
	American Planning Association (Florida Chapter)	\$60			\$125			
	American Planning Association (National)				\$275			
	American Institute of Certified Planners				\$150			
545	<b>TRAINING</b>		\$2,500	\$2,500	\$1,800	\$1,800	\$1,800	
	Code Officer Training	\$700			\$0			
	Town Planner - 1 state conference & 1 local conference	\$1,800			\$1,800			
550	<b>OPERATING SUPPLIES</b>		\$5,450	\$5,450	\$7,600	\$7,600	\$7,600	
	Operational supplies and equipment	\$2,700			\$2,000			
	Broward County Recordings	\$1,000			\$1,000			
	Scanning/Archiving of Records	\$1,750			\$2,000			
	Noise Meter (SPDP-2200-10PR) see 550 Tab				\$2,600			
	<b>Total Operating</b>		<b>\$102,354</b>	<b>\$399,104</b>		<b>\$599,537</b>	<b>\$599,537</b>	
	<b>CAPITAL OUTLAY</b>							
640	<b>EQUIPMENT &amp; MACHINERY</b>		\$7,500	\$7,500		\$7,500	\$7,500	
	NEV (street-legal electric cart)	\$7,500						
	<b>Total Proposed Budget Request</b>		<b>\$404,240</b>	<b>\$613,240</b>		<b>\$859,791</b>	<b>\$859,791</b>	

TOWN OF LAUDERDALE-BY-THE-SEA  
 PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
 FISCAL YEAR 2012-13

<b>Depart/Division</b>	<b>Municipal Services/Public Works Div</b>	<h1>541.100</h1>
<b>Submitted By:</b>	Don Prince, Director Of Municipal Services	

**Function:** To maintain the Town's infrastructure by making repairs to roads, sewers, stormdrains and streetlights. Maintaining the Town's fleet vehicles to ensure safe operation on the road. To provide a safe, clean and well maintained appearance of the Town's public property. To maintain all public buildings by providing a safe, clean, attractive and enjoyable environment for visitors and residents of Lauderdale by the Sea.

**Objectives:** To make necessary repairs to sidewalks, drainage, sewers, irrigation and Town owned properties. Providing proper maintenance to equipment. Ensuring that all employees as well as contractors adhere to safety procedures and policies. To provide a safe clean environment for all to enjoy and to reduce operating cost by doing preventative maintenance on the Town's infrastructure.

**Achievements:** Completed Flamingo, Harbor drive and Terra Mar drainage projects. Completed sewer and street analysis. Started a sewer cleanout restoration project throughout Town. Replaced damaged streets, swales and sidewalks Townwide. Installed energy efficient lighting fixtures in Town buildings. Installed water saving plumbing fixtures in Town buildings, removed graffiti Townwide, maintained existing drainage Townwide, responded to Citizen concerns, pressure washed buildings and sidewalks monthly Townwide. Maintained all the landscaping and irrigation Town wide.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
<b>PERSONNEL SERVICES</b>						
120	<b>SALARIES -</b>	\$ 565,364	\$ 578,364	\$620,909	\$620,909	
140	<b>OVERTIME - for emergency situations &amp; special events</b>	\$ 10,000	\$ 10,000	\$10,000	\$10,000	
210	<b>FICA: Social Security 6.20% + Medicare 1.45%</b>	\$ 42,650	\$ 42,650	\$48,265	\$48,265	
220	<b>RETIREMENT - employer contribution to Florida Retirement System has decreased to 4.91% for regular employees, 6.27% for Sr Mgmt</b>	\$ 27,999	\$ 27,999	\$40,292	\$40,292	
230	<b>GROUP INSURANCE: health insurance increase assumed at 12%</b>	\$ 98,471	\$ 98,471	\$99,364	\$99,364	
<b>OPERATING EXPENSES</b>						
315	<b>PROFESSIONAL SERVICES -</b>	\$ 5,000	\$ 4,134	\$5,000	\$5,000	
340	<b>SEWER/WASTEWATER</b>	\$ 6,300	\$ 6,300	\$7,100	\$11,000	
345	<b>CONTRACTUAL SERVICES</b>	\$ 47,084	\$ 47,084	\$47,082	\$47,082	
410	State Road Street Sweeping 928 miles a year @ \$24 a mile \$22,272 All Florida tree trimming approx 880 palm trees @ \$15 a tree \$13,200, approx 284 coconut palms a 2nd trimming @ \$15 a tree \$4,260, approx. 70 hours of canopy tree trimming @ \$65 an hour \$4,550 King tree Approx. 350 trees @ \$7 a tree 3 times a year \$7,350	\$ 12,833	\$ 12,833	\$12,833	\$12,833	
430	<b>ELECTRIC SERVICE- For all Public buildings and portals</b>	\$ 47,000	\$ 47,000	\$47,000	\$47,000	
431	<b>WATER SERVICE - For all Public buildings and irrigation</b>	\$ 73,830	\$ 73,830	\$101,000	\$109,500	
433	<b>ELECTRIC SERVICE - Electricity for Town Street Lights and irrigation systems.</b>	\$ 50,000	\$ 50,000	\$55,000	\$55,000	
445	<b>EQUIPMENT RENTAL - Rental of miscellaneous equipment / i.e., asphalt rollers, compactors, jack-hammers, ice-machine, barricades, hole saw, etc.</b>	\$ 4,000	\$ 4,000	\$4,000	\$4,000	
460	<b>EQUIPMENT MAINTENANCE - Maintenance of all equipment in the public works department (generators, bobcat, golf cart, pressure washer, chipper, chain saws, sweeper and misc. equipment)</b>	\$ 34,488	\$ 34,488	\$34,488	\$34,488	
461	<b>VEHICLE MAINTENANCE - maintain seven vehicles</b>	\$ 8,675	\$ 8,675	\$8,675	\$8,675	
462	<b>FUEL - Fuel for vehicles ,equipment and three emergency back up generators</b>	\$ 19,230	\$ 19,230	\$19,230	\$19,230	
463	<b>SERVICE MAINTENANCE CONTRACTS- Town Hall, Jarvise Hall, Public Works Garage and PSC pest control \$3,184, Generator maintenance \$1,700, maintenance for 33 AC units @ \$390 a month \$4,680</b>	\$ 9,606	\$ 9,606	\$9,600	\$9,600	
470	<b>RADIO MAINTENANCE - radio repairs</b>	\$ 550	\$ 550	\$550	\$550	
497	<b>CONTINGENCY</b>					
498	<b>STORM DRAIN OUTFALL REHAB/MAINTENANCE (NPES)</b> TeleVac \$80,000; \$20,000 for emergency drainage repairs	\$ 100,000	\$100,866	\$100,000	\$100,000	

TOWN OF LAUDERDALE-BY-THE-SEA  
 PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
 FISCAL YEAR 2012-13

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
508	POSTAGE -	\$ 315	\$ 315	\$315	\$315	
510	OFFICE SUPPLIES -	\$ 1,000	\$1,000	\$1,000	\$1,000	
520	BLDG. MAINTNENANCE MATERIALS - Supplies for daily cleaning and maintenance \$18,000	\$ 40,000	\$50,000	\$18,000	\$25,000	
525	UNIFORM EXPENSE - Uniform maintenance and replacement contract for Municipal Services - Ave \$ 253.	\$ 5,424	\$ 5,424	\$5,500	\$5,500	
529	STREETLIGHT MAINTENANCE DOT grant for maintaining DOT lights	\$ 12,000	\$12,000	\$12,000	\$12,000	
530	STREET MAINTENANCE/SUPPLIES - Includes minor repairs to Town owned streets (I.e. water main breaks, sink holes, etc.) Replacement of decorative street lights and crosswalk repairs	\$ 33,000	\$37,815	\$33,000	\$33,000	
531	GROUND MAINT/ LANDSCAPING plants ,sod,topsoil and irrigation supplies	\$ 45,000	\$ 45,000	\$45,000	\$45,000	
532	SIGNS- beach, park, public facilities & roadway signage	\$ 12,000	\$ 12,000	\$12,000	\$12,000	
534	SIDEWALK MAINTENANCE & REPAIR	\$ 40,000	\$ 40,000	\$40,000	\$40,000	
535	FLAGS: cost to replacement U.S. flags at Town facilities	\$ 1,700	\$1,700	\$1,000	\$1,000	
540	DUES & SUBSCRIPTIONS - American Public Works Association - \$232 Florida Stormwater Association - \$310 Florida Floodplain Managers Association - \$50 Misc. Membership - \$133	\$ 725	\$ 725	\$725	\$725	
545	TRAVEL AND TRAINING - American Public Works Conference - \$750 Florida Stormwater Association Conference - \$ 750 Tampa Hurricane Conference - \$195 Staff Seminars - Safety or Hurricane Workshops - \$500 Florida Floodplain Managers Association Conference - \$555 Misc. Membership-\$	\$ 3,925	\$ 3,925	\$3,925	\$3,925	
550	OPERATING SUPPLIES - Misc operating purchases, surface water renewal fee, Safety Items, hoses, cords, water, clamps, bits, keys	\$ 19,339	\$ 19,339	\$19,339	\$19,339	
<b>CAPITAL OUTLAY -</b>						
640	EQUIPMENT & MACHINERY - New non-impact store front window and doors in the community center	\$ 47,780	\$ 37,780	\$18,500	\$18,500	
644	VEHICLES - replace 98 Ford F-150 with 2012 Ford F-150	\$ -	\$ -	\$36,915	\$36,915	
<b>TOTAL</b>		<b>\$ 1,425,288</b>	<b>\$ 1,443,103</b>	<b>\$1,517,607</b>	<b>\$1,537,007</b>	<b>\$0</b>

TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT. REQ. FY 2012-13	MGR RECOMM FY 2012-13	COMM. ADOPTED FY 2012-13
<b>OPERATING</b>						
342	CONTRACTUAL SERVICES- COMMUNITY CENTER Arnilio Bien-Aime contract to program comm center	\$60,000	\$60,000	\$60,000	\$60,000	
343	BEACH MAINTENANCE Contract- Contract to sanitize and rake the Town's beaches. Beach Raker @ \$13,560/mo. + \$3,330 for additional Spring Break service. \$1,000 for turtle monitoring. New FWCC rules re turtle nests & seaweed disposal will increase costs to keep the beach clean. We included \$10,000 for additional costs.	\$162,720	\$162,720	\$167,020	\$178,000	
345	CONTRACTUAL SERVICES - \$150 per month mgmt fee for new monthly lecture series; funds for movies in the park	\$6,000	\$6,000	\$4,000	\$6,000	
347	RECREATION PROGRAMS Misc recreational & cultural programs.	\$7,500	\$3,500	\$3,500	\$3,500	
410	COMMUNICATIONS-	\$600	\$600	\$100	\$100	
430	ELECTRIC SERVICE - Friedt Park, Tennis, Soccer & Basketball Courts and charge allocated to senior center for grant. Estimated \$293/mo. Assumes \$1k cost associated w new beach bathroom.	\$4,000	\$4,000	\$4,000	\$5,000	
451	LIABILITY INSURANCE - Liability insurance allocated to community center	\$824	\$824	\$705	\$705	
460	EQUIPMENT MAINTENANCE - Maintenance of recreation facilities & equipment in parks, Melvin J. Anglin Courtyard (restrooms, benches, basketball, tennis courts, flag poles, lighting)	\$8,150	\$8,150	\$8,150	\$8,150	
469	BUOY MAINTENANCE	\$7,000	\$7,000	\$7,000	\$7,000	
495	SPECIAL EVENTS - Contractual personnel, equipment, and supplies associated with special events. See detail below. Halloween (incl \$1500 for event mgmt) \$5,500 July 4th (\$2500 for event mgmt, \$15k fireworks, \$13k rental, \$7500 exp) \$38,000 Christmas By The Sea \$5,000 Easter (incl \$1k event mgmt) \$4,000 other \$2,500	\$55,000	\$55,000	\$55,000	\$55,000	
510	OFFICE SUPPLIES - Community Center	\$525	\$525	\$525	\$525	
520	MAINTENANCE MATERIALS - Materials and supplies needed for park, tennis & basketball court, soccer field, horseshoe pits, bocce ball courts, Portals. Adds \$1k for new beach bathroom.	\$14,000	\$14,000	\$14,000	\$15,000	
540	DUES & SUBSCRIPTIONS parks & recreation assn dues - for grant eligibility	\$335	\$335			
550	OPERATING SUPPLIES -doggie bags, tennis court keys, park furniture, sports equipment, trash cans, etc. .	\$12,900	\$21,900	\$15,000	\$20,000	
<b>CAPITAL OUTLAY -</b>						
640	EQUIPMENT & MACHINERY	\$5,000	\$0			
<b>Total</b>		<b>\$344,554</b>	<b>\$344,554</b>	<b>\$339,000</b>	<b>\$358,980</b>	<b>\$0</b>

Department/Division	<b>Municipal Svcs/Recreation</b>
Submitted By:	Don Prince, Director Of Municipal Services
	Connie Hoffmann, Town Manager

572

**Functions:** To provide a safe, clean, accessible and durable recreational facility for residents and visitors of the Town. Ensuring playgrounds are safe for children to use. Providing community recreation areas for all programs to residents and visitors.

**Objectives:** To increase the number and quality of recreational programs offered. Replace all the metal benches and trash receptals with recycled plastic, install

**Achievements:** Installed two new shade awnings in the Tennis Courts, replaced the play surface at Pirates Park, added sand in the play area, pressure washed park equipment and sidewalks on a monthly basis.

TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13

<b>Depart/Division</b>	<b>Sewer System</b>	<h1 style="margin: 0;">Fund 103</h1>
<b>Submitted By:</b>	Town Mgr, Finance Director & Director Of Municipal Services	

**Fi :** To collect and transmit sewage from south of Pine Avenue and collect adequate revenues to offset operating and capital costs.

**Objectives:** To complete the repairs to the sewer infrastructure recommended in the King Engineering study; to significantly reduce infiltration to the sewer system; to install cleanouts and identify needed lateral repairs.

**Achievements:** Completed an engineering analysis of the sewer system and identify needed capital repairs; conducted a rate study to establish rates that are equitable among customer classes; televised the condition of all lateral connections in order to determine their condition and contribution to I&I. Cleaned, sealed and grouted 49 sections of sewer lines.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2011-12	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
<b>PERSONNEL SERVICES</b>						
120	SALARIES - 1 Municipal Service Worker, 10% of Town Manager's & 20% of Municipal Services Dir's salaries	\$ 69,654	\$ 69,654	\$ 71,612	\$ 71,612	
210	FICA: Social Security 6.20% + Medicare 1.45%	\$ 3,872	\$ 3,872	\$ 5,097	\$ 5,097	
220	RETIREMENT - employer contribution to Florida Retirement System 4.91% for regular employees, 6.27% for Sr Mgmt	\$ 4,588	\$ 4,880	\$ 5,889	\$ 5,889	
230	GROUP INSURANCE: health insurance increase assumed at 12%	\$ 9,261	\$ 6,500	\$ 7,142	\$ 7,142	
<b>OPERATING EXPENSES</b>						
315	PROFESSIONAL SERVICES -	\$ 60,000	\$ 96,921	\$ 8,500	\$ 8,500	
340	SEWER/WASTEWATER	\$ 600,000	\$ 729,000	\$ 688,000	\$ 688,000	
345	CONTRACTUAL SERVICES- contract with Fort Lauderdale for billing services	\$ -	\$ 12,000	\$ 12,500	\$ 12,500	
435	UTILITIES	\$ 16,000	\$ 16,500	\$ 17,500	\$ 17,500	
451	AUTO, PROPERTY & LIABILITY INSURANCE	\$ 7,555	\$ 7,753	\$ 6,465	\$ 6,465	
452	WORKERS COMPENSATION INSURANCE	\$ 2,158	\$ 2,158	\$ 2,273	\$ 2,273	
458	LATERAL TELEVISIONING (not an ongoing expense)	\$ -	\$ 81,970	\$ 0	\$ 0	
459	SEWER LINE MAINTENANCE - televising & cleaning sewer lines	\$ 80,000	\$ 43,030	\$ 27,000	\$ 27,000	
465	PUMP STATION MAINTENANCE -	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	
497	CONTINGENCY	\$ 53,940	\$ -	\$ 50,000	\$ 50,000	
630	CAPITAL OUTLAY IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 421,551	\$ 686,000	\$ 686,000	
630	EMERGENCY SEWER REPAIRS	\$ 25,000	\$ 10,000	\$ 25,000	\$ 25,000	
640	CAPITAL OUTLAY - equipment			\$ 5,000	\$ 5,000	
	<b>Total</b>	<b>\$ 952,028</b>	<b>\$ 1,515,789</b>	<b>\$ 1,627,978</b>	<b>\$ 1,627,978</b>	<b>\$ 0</b>

Submitted By: VFD Board of Directors  
Town Manager Connie Hoffmann

# FIRE FUND

REVENUES	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2011-12	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
	Appropriation from Vehicle Reserve	\$ 187,000	\$ 187,000	\$ -	\$ -	
	Fire Assessment Fees	\$ 1,012,808	\$ 1,012,808	\$ 1,012,808	\$ 1,016,747	
	Fire Inspection Fees	\$ 30,000	\$ 40,000	\$ 40,000	\$ 40,000	
	<b>TOTAL REVENUES</b>	<b>\$ 1,229,808</b>	<b>\$ 1,239,808</b>	<b>\$ 1,052,808</b>	<b>\$ 1,056,747</b>	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	ADOPTED FY 2011-12	AMENDED FY 2011-12	DEPT REQ. FY 2011-12	MGR RECOMM FY 2012-13	COMM ADOPTED FY 2012-13
151	FIRE PENSION - Amount indicated by actuary that Town must contribute to keep the Fire Pension Plan actuarially sound	\$5,000	\$5,000	\$5,000	\$5,000	
315	PROFESSIONAL SERVICES- actuarial report; professional assistance on other matters	\$7,500	\$4,339	\$25,000	\$7,500	
320	AUDIT- Annual audit of the pension plan; audit of VFD expenditures	\$5,500	\$5,500	\$10,000	\$10,000	
345	CONTRACT - Fire Services Volunteer Fire Department Contract \$764,204 October 01, 2012 To Sept. 30, 2013 = \$63,683.67 Per month	\$766,603	\$769,765	\$764,203	\$764,203	
550	OPERATING SUPPLIES		\$4,564			
<b>CAPITAL OUTLAY</b>						
624	BLDG IMPROVEMENT- repairs to Fire station (\$15k); 50% of roof repairs (\$15k); 50% of plumbing repairs (\$15K)	\$10,000	\$15,436	\$15,000	\$45,000	
640	EQUIP & MACH \$17,000 - new compressor for SCBA (air tanks) \$25,000 - Hurst car extrication tool \$8,500 - infrared camera \$2,800 - truck generator \$2,300 - 50' truss fire ladder			\$55,600.00	\$55,600.00	
644	VEHICLES - purchase of Engine Truck to replace Engine 212	\$339,500	\$339,500			
<b>TRANSFERS</b>						
912	TO GENERAL FUND- to cover the cost of Town expenses related to oversight of the VFD, administration of the VFD contract and fire revenues, Town Atty involvement in fire matters, fire service purchasing, coordinating & reviewing audits, etc. Decrease is due to less time being spent on fire issues than in past.	\$40,000	\$50,000	\$20,000	\$20,000	
995	TO FIRE VEHICLE/EQUIP RESERVE - Funds derived from Fire Assessment fees that are being reserved to acquire trucks and equipment to replace aging equipment	\$30,205	\$30,205	\$125,000	\$110,000	
966	TO FIRE RESERVE- Funds derived from the Fire Assessment fees that are being reserved for future fire	\$25,500	\$15,500	\$33,005	\$39,444	
	<b>Totals</b>	<b>\$1,229,808</b>	<b>\$1,239,809</b>	<b>\$1,052,808</b>	<b>\$1,056,747</b>	<b>\$0</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

310

Dept. Name: <b>Fund 310: Parking System</b>									
Submitted By: Tony Bryan, Finance Director and Bud Bentley, Asst Town Manager									
Function: To manage the Town's parking system.									
Objectives: To provide adequate coverage of parking personnel during the optimum hours and days. To maintain accurate records of citations issued and make fair decisions to those who appeal violations. Provide high visibility in the metered areas and assist visitors and residents. Provide additional personnel on the streets to deter crime. Maintain all parking meters in proper working order. Collect parking revenue three times per week.									
FY 2012 Achievements: Improved cash controls of parking receipts. Implemented pay-by-phone service for parking. Installed pay stations at the A1A parking lot. Issued an RFP and evaluated proposals for parking operations services. Seemlessly transitioned from in-house personnel to a parking operations contractor. Collected record revenues in the parking system. Started design of expansion of the parking on S. Bougainville and at Town Hall. Started design to reconfigure the A1A lot to provide additional parking spaces.									
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	REVISED FY 2010-11	FY11 Detail	FY 11 Projected	Detail FY12	APPROVED FY 12	AMENDED FY 12	Detail FY13	MGR RECOMMEND FY 13
<b>PERSONNEL SERVICES</b>									
120	<b>SALARIES</b> - Reduction in salaries & benefits accounts reflects elimination of 4 positions resulting from the transition to contracted parking operations in June 2012. Remaining salaries:  25% of Office Specialist (who handles parking permits & complaints)  10% of the Finance Director's salary for oversight of the parking system	\$176,564		\$167,150		\$188,507	\$188,507		\$16,380
140	<b>OVERTIME</b> -	\$553		\$550		\$550	\$550		\$0
210	<b>FICA</b> - Town's share of Social Security 6.2% and Medicare 1.45%	\$13,600		\$12,000		\$14,291	\$14,291		\$1,253
220	<b>RETIREMENT</b>	\$19,147		\$16,500		\$9,604	\$9,604		\$972
230	<b>GROUP INSURANCE</b>	\$42,374		\$26,000		\$27,791	\$27,791		\$3,225
	<b>Total Personnel Services</b>	<b>\$252,238</b>		<b>\$222,200</b>		<b>\$240,743</b>	<b>\$240,743</b>		<b>\$21,830</b>
<b>OPERATING</b>									
315	<b>PROFESSIONAL SERVICES</b>	\$38,632		\$15,000		\$10,000	\$10,000		\$25,000
	Parking System Study to project parking needs & strategy		\$15,000					\$25,000	
344	<b>PROFESSIONAL TESTING</b> -	\$300				\$300	\$300		\$0
345	<b>CONTRACTUAL SERVICES</b>	\$71,314	\$81,500	\$81,500		\$82,000	\$82,000		\$240,039
	Credit Card Processing Fees							\$6,750	
	Cash Transport to Bank @ \$500 per month							\$6,000	
	Special Magistrate							\$6,000	
	Personnel Services- Standard							\$140,235	
	Materials And Services-Standard							\$46,754	
	Citation Management							\$27,800	
	Transition Benefit for 3 months							\$6,500	
353	<b>Parking Alternatives</b>								\$100,000
410	<b>Communications Service</b>	\$2,103		\$0		\$5,780	\$5,780		\$0
430	<b>Electric Service</b>	\$3,200		\$3,000		\$3,000	\$3,000		\$3,000
431	<b>Water Service</b>	\$3,000		\$4,550		\$4,780	\$4,780		\$5,200
445	<b>Equipment Rent/ Lease</b>	\$4,514		\$1,200		\$1,200	\$1,200		\$0
447	<b>Parking Meter Maintenance</b>	\$1,000		\$1,000		\$1,500	\$1,500		\$0
449	<b>Parking Lot Maintenance</b>	\$750		\$750		\$750	\$750		\$0
451	<b>Auto &amp; General Liability Insurance</b>	\$250		\$250		\$343	\$343		\$294
452	<b>Workers Comp Insurance</b>	\$4,500		\$4,500		\$3,405	\$3,405		\$0
460	<b>Equipment Maintenance - meters</b>	\$1,600		\$100		\$0	\$0		\$0
461	<b>Vehicle Maintenance</b>	\$2,500		\$2,000		\$2,500	\$2,500		\$0
462	<b>Fuel</b>	\$4,500		\$4,500		\$5,000	\$5,000		\$0
463	<b>Service Maintenance Agreements</b>	\$3,390		\$15,000		\$18,000	\$18,000		\$0
497	<b>Contingency</b>	\$5,000				\$25,000	\$25,000		\$25,000
506	<b>Printing &amp; Binding</b>	\$2,025		\$500		\$2,000	\$2,000		\$0
508	<b>Postage</b>	\$600		\$0		\$0	\$0		\$0
510	<b>Office Supplies - Miscellaneous Office Supplies</b>	\$400		\$0		\$400	\$400		\$0
511	<b>Computer Expense</b>	\$600		\$150		\$400	\$400		\$0
525	<b>Uniforms</b>	\$600		\$700		\$700	\$700		\$0
533	<b>Parking Meter: Parts &amp; Supplies</b>	\$6,500		\$8,000		\$8,000	\$20,000		\$8,000
545	<b>Training</b>	\$750		\$0		\$750	\$750		\$0
550	<b>Operating Supplies</b>	\$15,000		\$14,000		\$8,000	\$8,000		\$0
	<b>Total OPERATING</b>	<b>\$173,028</b>		<b>\$156,700</b>		<b>\$183,808</b>	<b>\$195,808</b>		<b>\$406,533</b>

**TOWN OF LAUDERDALE-BY-THE-SEA  
PROPOSED OPERATING BUDGET JUSTIFICATION SHEET  
FISCAL YEAR 2012-13**

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	REVISED FY 2010-11	FY11 Detail	FY 11 Projected	Detail FY12	APPROVED FY 12	AMENDED FY 12	Detail FY13	MGR RECOMMEND FY 13
<b>CAPITAL OUTLAY</b>									
629	CAPITAL OUTLAY - Design/Permit					\$0	\$115,000	\$0	\$0
630	CAPITAL OUTLAY - other than buildings	\$0		\$0		\$15,000	\$0	\$500,000	\$500,000
	Reconfiguration of A1A lot, extension of parking on S. Bouganville, and Parking Fund's share of cost of new parking lot between Jarvis Hall and Public Safety Building								
640	Equipment & Machinery-	\$48,500		\$40,000		\$51,000	\$39,000		\$0
	<b>Total CAPITAL OUTLAY</b>	<b>\$48,500</b>		<b>\$40,000</b>		<b>\$66,000</b>	<b>\$154,000</b>		<b>\$500,000</b>
710	DEBT SERVICES - PRINCIPAL (includes annual paydown w/o penalty in January)	\$102,088		\$121,349		\$303,781	\$303,781		\$268,565
720	DEBT SERVICES - INTEREST	\$75,051		\$55,790		\$37,690	\$37,690		\$26,889
999	CONTRIBUTION TO FUND BALANCE								\$62,683
	<b>Total DEBT SERVICE</b>	<b>\$177,139</b>		<b>\$177,139</b>		<b>\$341,471</b>	<b>\$341,471</b>		<b>\$358,137</b>
<b>OTHER</b>									
	Transfer to V/Equip Replacement Reserve								
910	Transfer to CIP Fund					\$100,000	\$100,000		
912	Transfer to General Fund	\$160,324		\$167,000		\$167,000	\$167,000		
	<b>Total OTHER</b>	<b>\$160,324</b>		<b>\$167,000</b>		<b>\$267,000</b>	<b>\$267,000</b>		
	<b>Total</b>	<b>\$811,229</b>		<b>\$763,039</b>		<b>\$1,099,022</b>	<b>\$1,199,022</b>		<b>\$1,286,500</b>