

Town of
Lauderdale-By-The-Sea

RECOMMENDED BUDGET

Fiscal Year 2010 – 2011

Town Commission

Mayor Roseann Minnet

Vice Mayor Stuart Dodd

Commissioner Birute Ann Clotty

Commissioner Scott Sasser

Commissioner Chris Vincent

Interim Town Manager

Constance Hoffmann

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Town of Lauderdale-by-the-Sea

Office Of The Town Manager

4501 N. Ocean Drive

Lauderdale-by-the-Sea, FL 33308

Date: July 23, 2010

Mayor Roseann Minnet
Vice Mayor Stuart Dodd
Commissioner Birute Clotey
Commissioner Scot Sasser
Commissioner Chris Vincent

Honorable Mayor and Commissioners:

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 that begins on October 1, 2010.

These have been unusual circumstances under which to develop a budget. I have been your Interim Town Manager for only a few months and have had to focus on issues other than the budget during my short tenure with the Town. And it is the first budget for Commissioners Sasser and Vincent who took office only this spring. The Commission and I have really not had the opportunity to discuss your strategic vision for the Town in advance of preparing the budget.

I view a municipal budget as an operating plan for the coming year but, more importantly, as a means of making incremental progress towards the achievement of an agreed-upon vision of the future. The Town's current Mission and Vision Statements provide some direction, but not enough clarity to translate into a strategic roadmap.

Lauderdale-by-the-Sea Vision Statement

The Commission is committed to supporting our citizens, so that they may uphold civic pride and quality of life within our Town and continue to reside and/or pursue business within our charming community.

Lauderdale-by-the-Sea Mission Statement

The Commission is committed, under complete transparency, to pursue the will of the people, and acknowledge that any decisions shall maintain and enhance the charm and pattern of a people-friendly seaside village.

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I hope that in the year to come the Town will hold a series of consensus-building events and discussions with a broad spectrum of the community to develop a vision that is embraced by the citizens, the business owners, elected officials and the staff as a future we are all excited by, will work hard to implement, and will be guided by in our decision-making. I have recommended funding for such a process in the proposed budget.

In the meantime, I have tried to focus on several important themes I have heard from the Commission in both individual and group discussions in preparing this recommended budget:

- 1) Improve transparency regarding the Town's finances;
- 2) Begin to address drainage problems in the Town via the Capital Improvement Plan;
- 3) Coordinate capital project planning so that the same streets and sidewalks are not torn up multiple times for different projects;
- 4) Provide improved customer service both in direct human contacts and through our website;
- 5) Upgrade the Town's outdated technological hardware and software;
- 6) Improve the Town's parking system;
- 7) Provide high quality public safety services; and
- 8) Make Town operations more efficient so that we can improve services without raising taxes.

In the course of developing this budget, several issues have been uncovered that we have not yet discussed and that merit attention, such as the inadequacy of the sewer rates to fund the ongoing costs of the sewer operation and shortfalls in a number of budgeted revenue accounts, particularly in the parking system.

There are several areas where I propose to restructure the way the budget is organized and displayed. One such recommendation is to convert most of the functional areas overseen by the Municipal Services Director to divisions of the Municipal Services Department, rather than show them as separate departments. Another recommendation is to move the parking revenues and operations that are currently budgeted in the General Fund to the Parking Fund so that the parking system's revenues, expenditures and financial health are transparent. We have not made these changes in the detailed budget sheets that accompany this budget message for two reasons- 1) so the Commission has apples-to-apples comparisons as you evaluate the proposed budget, and 2) I want to make sure the Commission is in agreement with those recommendations before making the changes.

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individuals who bought their property within the last 5-6 years will be seeing decreases in their property valuations.

In order to compare apples to apples, the roll back rate calculation ignores the value of new construction added to the tax roll. The Florida Statutes leave new construction out of the equation because it is assumed that there is a new service burden on the municipality from new developments and that the property should generate additional tax revenue to the governing body to pay for municipal services.

The Town Manager's recommended budget calls for a millage rate of 4.2199, a 3% reduction in the taxes for the average homeowner in Lauderdale-by-the-Sea. Over 62% of property owners will see a reduction in their Town taxes. Those property owners whose assessment went down more than the average will experience more than a 3% reduction in their Town property taxes.

Those homeowners who purchased their homes before the real estate boom of the last decade, and have their legal domicile here in Lauderdale-by-the-Sea and have benefitted significantly from the Save Our Homes (SOH) amendment in the past, will likely see their property valuations go up 3% and their Town taxes go up 8% at the tax rate I am proposing. (In dollars, this equates to a \$35 tax increase per each \$100,000 valuation of their property.) Even so, those property owners are still paying less than a property owner with an identical home that is not homesteaded, or a homesteader who purchased their home at a later date.

Although 38% of the residential properties in Lauderdale-by-the-Sea are homesteaded, some of those homes have been bought after the real estate decline started and those property owners will enjoy the tax decrease because their market value is declining.

Even though the Town budgeted to collect only 95% of the revenue that should be collected by the ad valorem levy (which is common practice and allowed by state law), we are still behind in property tax collections in the current fiscal year because of late payments and because of successful appeals by taxpayers to their property evaluations. Property owners have the right to challenge the Property Appraisers' valuation of their property and, if successful, the Town's valuations go down *after* the Town's budget is adopted and the millage rate set. The Town's total taxable values were reduced by \$26 million in the appeal process in this past tax year, resulting in a loss of \$103,000 in tax revenue to the Town.

Adoption of the proposed millage rate would make this the third year in a row that the Town reduced property taxes as shown on the following table.

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Table 3 - Millage Rates

	Year	Millage	Property Tax Revenue	Property Tax \$ Decrease	Tax % Decrease
1	FY11 Roll-back	4.3553	\$7,354,861	-0-	0%
2	FY11 Proposed	4.21993	\$7,108,376	-\$246,484	-3%
3	FY10	3.9900	\$7,354,861	-\$723,058	-9%
4	FY09	3.9900	\$8,077,919	-\$1,018,096	-11%
5	FY08		\$9,096,015		
	*Cumulative Property Tax Revenue Reduction in Three Years (if Proposed Budget Adopted)			\$4,653,910 *	

Fire Assessment Fees

The next single 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. The Fees will generate approximately \$1 million next fiscal year.

The use of Fire Assessment Fees is statutorily limited to supporting a Town's fire protection and suppression activities. In the current fiscal year and next year, the Fire Assessment fees are projected to generate more revenue to the Town than the cost of the contract with the Volunteer Fire Department and ancillary costs, so we propose to designate the balance as a Fire Reserve which can be utilized to fund equipment or supplement what the Town has set aside for apparatus purchases, make improvements to the Fire station or Public Safety building, or be held in a reserve which will enable the Town to delay Fire Assessment Fee increases in the future. In the current fiscal year we estimate we will place approximately \$87,000 in the reserve and, next fiscal year, approximately \$65,000 in the reserve. Doing so impacts the General Fund negatively, but we have no choice in the matter.

Utility Taxes and Franchise Fees

These two sources of revenue combined generate over \$1.6 million in revenues to the General Fund. The utility tax levy is 10% on electric, water and natural gas bills

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and the franchise fees vary according to the franchise business. The bulk of the revenues come from Florida Power and Light billings. We project a very slight increase in Utility Tax collections next year, and a significant decrease in the budget for waste franchise fees. That decrease is based on collections year-to-date in the current fiscal year and we assume that is due to the decrease in waste collection fees charged under the Choice agreement, but we have not fully evaluated the cause of the decline and will do so before the budget hearings are held.

TABLE 4 - UTILITY TAXES

Source	Actual 08/09	Budget 09/10	Recommend 10/11
FP&L	\$661,306	\$618,075	\$660,000
Natural Gas	\$23,991	\$23,494	\$23,113
Water	\$257,771	\$249,055	\$239,773
TOTAL	\$943,068	\$890,624	\$922,886

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 gasoline taxes. In the current year, the Town budgeted \$899,000 in revenue from these sources, but we expect to receive only \$850,000. However, the State of Florida Department of revenue estimates that income from these sources will increase to approximately \$960,000 next fiscal year as the economy improves.

Transfers into the General Fund

The Parking Fund will only be able to transfer \$107,000 to the General Fund next year, a decrease from this year's budgeted transfer of \$165,000. The reasons are explained in the Parking Fund section of the budget message.

GENERAL FUND EXPENDITURES

As is always the case, expenditures for public safety exceed expenditures for any other functional area in the recommended budget. A full 40% of the General Fund budget is devoted to funding the police, fire and emergency medical operations (\$4.9 million). The Town has historically considered Development Services to be a public

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safety function, although only a portion of their activities fall into that realm. However, if they are included in the public safety calculations, it increases to 43% (\$5.3 million) of the General Fund budget.

The second largest functional category of expenditures in the General Fund are the general government functions, which include the legislative, executive, legal, finance including risk management, public information and administrative operations of the Town. In fiscal year 2010/2011, it is recommended that 12% of the budget be devoted to general government functions. Transportation functions (streets and sidewalks, parking, street lighting) account for 2% of the General Fund. Next fiscal year, the General Fund is proposed to contribute 11% of its revenues to capital construction projects which fall across the functions of transportation, improving the physical environment and recreation/culture.

The expenditures in the General Fund can also be analyzed in terms of the category of expenditure. Personal Services, which are the expenditures associated with employing the Town's staff, are projected to be \$2,346,444 or 20% of the General Fund budget next year. We do not yet have the renewal rates for employee health insurance from the Florida League of Cities, whose program we participate in, but have budgeted a 10% increase in costs at their suggestion.

Contractual Services (mostly our contracts for public safety services) account for \$5,068,742 or 44% of the General Fund budget. Capital outlay and capital construction makes up another 1% of the General Fund budget, with proposed expenditures of \$165,280 next fiscal year.

Prior Lauderdale-by-the-Sea budget books indicate that it is Town budgetary policy to give cost-of-living adjustments to all employees "tied to the annual Broward inflation index projections available by October 1 of the fiscal year". The code and the personnel rules do not indicate this policy, but perhaps there was a resolution adopted or this is long-standing Town policy. In any event, I could not find a projection on the Broward County website of inflation, but the Federal Bureau of Labor Statistics (BLS) did release a report on July 15, 2010 that indicated that the CPI increased by 0.9% in the past twelve months in the southeastern United States. They had also released a report in May indicating that the CPI increased 0.9% in the Miami-Fort Lauderdale area in the past twelve months. To grant a 1% salary increase to all employees (with the exception of the Assistant Town Manager and Town Manager) would cost about \$15,000. With the exception of executive staff (Department Heads, Town Manager, and Assistant Town Manager), the employees received a 2.5% increase in salaries this past October and the Town absorbed the increase in cost in their individual health insurance plans.

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It is my recommendation that, instead of giving a cost of living adjustment of 1%, that we make adjustments in pay only where there are internal inequities among employees based on similar duties & responsibilities, and performance and/or if someone's current salary is considerably behind (i.e. 15% or more) the prevailing wages paid for their job in the local market. I also suggest that the Town consider dropping the entire cost of living adjustment approach in the future and replace it with a merit increase system where employees can move up through the Commission-approved pay range for their position based on the quality of their performance. Under this system, pay ranges would not increase on the basis of the cost of living, but would be adjusted upward or downward based on the results of market studies of salaries paid for similar jobs done every 3-5 years.

Table 5 compares the expenditure budgets for all General Fund Departments in the current fiscal year to what is proposed for next year.

TABLE 5 - DEPARTMENT COMPARISONS

Department	Current Amended Budget	Next Year Recommended Budget	\$ Increase/ Decrease	% Difference
Commission	\$102,947	\$101,014	(\$1,933)	-1.9%
Donations	\$11,098	\$14,442	\$3,344	30.1%
Chamber	\$71,197	\$87,615	\$16,418	23.1%
Administration	\$947,256	\$880,323	(\$66,933)	-7.1%
Town Attorney	\$473,000	\$400,000	(\$73,000)	-15.4%
General Government	\$1,353,797	\$1,404,557	\$50,760	3.7%
Police	\$3,021,483	\$3,173,391	\$151,908	5.0%
Fire	\$991,619	\$1,008,916	\$17,297	1.7%
EMS	\$696,801	\$724,672	\$27,871	4.00%
Development Services	\$355,206	\$370,236	\$15,030	4.23%
Municipal Services	\$1,894,586	\$1,807,790	(\$86,896)	-4.6%
Parking	\$173,239	\$192,922	\$19,683	11.4%
Recreation	\$181,925	\$182,444	\$519	0.3%
Transfer to CIP	\$1,615,756	\$1,250,000	(\$365,756)	-22.6%

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Town Commission

The Town Commission normally discusses whether to increase Commission salaries during the budget process so I did not presume to place additional funds in the Commission budget. I realize the Commission has not had an adjustment for some time, so funds could be moved from the contingency account if you decide to take any increase in salary.

Chamber of Commerce

We included in the proposed budget the \$55,000 contribution the Chamber has requested, pending the final Commission decision on that request and the delineation of performance milestones to be included in an agreement with the Chamber. The budget only shows a \$16,000 increase because we had budgeted for the roof replacement in the current year and so the building maintenance account was able to be decreased.

Development Services Department

The FY2010/2011 Budget for Development Services reflects a \$15,030 increase over the current year budget. The FY11 budget includes \$25,000 for a community visioning process and preparation of a strategic plan, which will set a clear direction for all municipal operations and will help in prioritizing the many projects on our plate. The Department has limited, but reasonable funds for engineering and planning services that are needed for Development Services to provide its services. There are no capital funds budgeted as the Department will complete the upgrade of its computers in FY10.

Emergency Medical Services

AMR is entitled to a 4% increase in their contract and has sent notice to us that they are exercising that right, so the EMS budget will increase by approximately \$28,000 next year.

Executive/Administration Department

The budget for this Department will actually decrease by 7% (\$67,000) next year as a result of a lower Town Manager salary and attendant costs, and the transfer of some of the public information expenses to the General Government Department.

Fire Department

The Fire budget is increasing by only \$17,000 next year. The 4% increase in cost of the contract with the VFD (\$35,000) is offset entirely by the savings realized by the conversion of the Fire Marshall's position to a contractual arrangement, an action taken by the former Town Manager. That action reduced expenses by approximately \$70,000. The fire budget has also been affected by the legal requirement that all revenues generated by the Fire Assessment Fee be dedicated solely to fire

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department purposes. That requires that we put \$87,000 in a fire reserve this year and \$65,000 of the Fire Assessment Fee collections next year in the reserve. The reserve can be used for capital improvements, equipment purchases, and fire truck purchases in the future.

In the budget the VFD submitted for next year, they asked that \$125,686 be set aside for the purchase of a new fire truck. Pursuant to the Commission's preference, I am showing that amount going into a Town reserve for fire truck purchases and, in preliminary discussions I have had with the VFD Board, that seems to be acceptable to them. The consultant the Town retained to look at the condition of the fire apparatus and suggest a replacement policy has told me verbally that he also recommends the Town put about \$100,000 away in reserve yearly for the eventual replacement of the fire apparatus. (I expect to receive his report next week and will discuss it in detail with the VFD.)

General Government Department

I have proposed significant alterations to this Department's budget, which is set up to capture expenditures that have a broad impact on government operations. The Public Information Officer is currently budgeted here and we have moved 85% of the salary and benefits of the Assistant Town Manager position to this Department. (The other 15% was moved to Department 545, Parking). I have also increased the salary budgeted for the Assistant Town Manager position, within the Commission-approved salary range for that position. The current salary is not commensurate with the duties, authority and responsibility I have assigned to the position and I anticipate that whoever becomes Town Manager will need the Assistant Town Manager to perform at this higher level of responsibility. The Assistant Town Manager is currently budgeted in the Community Standards section of the Municipal Services Department, which does not make much sense given the Assistant Town Manager's responsibilities have little to do with landscaping maintenance and trash collection.

It is recommended that we eliminate the \$340,000 reserve account that was budgeted here in the current fiscal year for the stormwater study and unexpected expenses. Instead, we have increased the consultant account by \$50,000 to cover any unplanned studies or analyses that need to be done next year.

I have proposed to increase the General Fund contingency account, which is budgeted in the General Government Department from \$118,000 to \$275,000 because we have eliminated the contingency accounts that appear in other Department budgets and there are several issues that we need to examine before the budget is finally adopted in September (such as our evaluation of a lease purchase or straight purchase of a new sweeper truck, an analysis of whether there are any internal equities in our employee compensation rates that need to be

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addressed, an inexpensive service offered by the Florida League of Cities that may help us manage our risks and insurance programs, and the possibility of a stormwater assessment study). Before the budget is finally adopted, we may recommend that some of the money in that contingency account be allocated to Department budgets to address these issues, but more analysis is needed before we do so.

It is also recommended that we eliminate the annual transfer of approximately \$118,000 to the Emergency/Storm Reserve. Last month I advised the Town Commission that the reserve is very healthy, and exceeds the Town policy on how much should be reserved for that purpose. (The amount in this reserve is currently equal to around 19% of the General Fund, versus the policy of keeping 15% in that reserve.) The undesignated General Fund balance is also very healthy, so I do not think it is necessary to keep building up the Emergency/Storm Reserve.

We have received an analysis from an IT consultant that recommends that the Town make an investment of \$80,000 in new computer hardware, networking equipment, etc. They also recommended new software and pc purchases, some of which we will buy in the current year and the rest will be purchased out of Department capital outlay accounts next year. The cost to set up/install the new network is estimated to be \$29,000 and we have budgeted for that in the consulting account.

Police Department

The Police budget will increase by \$152,000 next year; all but \$6,000 is attributable to the increase in the contract with BSO for police services. I know we all agree that the Town is well-served by BSO at a very reasonable cost. We need to be mindful that the BSO contract will have to be renegotiated next year and that the Sheriff will be under enormous pressure from the County to increase what he charges us. In addition, the County is starting to take the position that individual cities should pay for emergency call center operations. Our residents currently pay for those services through their County tax bill and the Town should lobby vigorously to see that it stays that way.

We have included \$6,000 in next year's Police budget to pay for an automated emergency calling system similar to that used by several of our neighboring cities to alert their residents of emergencies, boil water alerts, evacuation orders, etc.

Municipal Services Department

The Municipal Services' operating budget decreases 4.6% (\$86,896) from the FY10 Adopted Budget. The main reason for the decrease is that we moved the Assistant Town Managers' salary out of the Community Standards budget and moved 85% of it to General Government and 15% to the Parking Department. (Since the Assistant

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Town Manager oversees the Municipal Services, Development Services, and Parking Directors and the Capital Improvements Plan, that allocation of his salary seemed to make more sense.)

Next year's Municipal Services Department budget includes \$12,780 for painting the exterior of the Public Safety Building and \$80,000 for Storm drain rehabilitation and maintenance, and \$50,000 for emergency repair to storm drain infrastructure. In repairs to buildings, facilities and lighting next year, we intend to emphasize sustainable practices and will be installing energy-efficient fixtures and improvements.

Parking Department

The Parking Department's FY11 budget of \$192,922 is up 11% (\$19,683) as the result of transferring 15% of the Assistant Town Manager's position to this budget offset by a decrease in operating expenses. The projected parking revenue is \$283,095 or \$90,173 greater than the expense of the General Fund parking operations.

Recreation

Although the total budget for Recreation will barely change, I do recommend that the Commission consider some changes in the way we offer certain programs. The Town currently pays two instructors to teach tennis and karate to the public free of charge. The practice in most municipal recreation programs is to charge for such classes and contract with instructors utilizing a revenue sharing agreement, typically 70/30 or 80/20, with the larger amount going to the instructor. There are several reasons for this approach. First is that it provides an incentive to the instructor to offer quality instruction and attract more participants, as their income is directly affected by the level of participation. Second, under the current system the taxpayer is paying for a program that very, very few of them participate in. Right now, the per-participant subsidy by the Town of participants in the karate program is very high. Fourth, setting up a revenue sharing system tends to draw instructors whose programs and quality of instruction are good enough to draw increased participation. It is recommended that the Town consider implementing such an approach October 1, which will give the current instructors ample time to plan for the change.

We have discussed that the Community Center is showing wear and needs to be updated. The Municipal Services Director is going to work on building maintenance and some replacement of the ceiling and lighting using funds from both the current and next year's budget. We have included funds in next year's budget to replace several of the computers and buy additional equipment.

Town Attorney

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The budget for legal services is also recommended to decrease by about \$70,000, in this case a decrease of almost 15%. The current year budget included \$250,000 to defend the Bert J. Harris and Palm Club lawsuits, but only a fraction of that money has been spent and the Town Attorney has indicated we can reduce the amount budgeted for that purpose by a very significant amount next year. Much of that reduction is offset by the need to budget more for general legal services and other litigation cases. The net effect, however, is the aforementioned 15% decrease in the Town Attorney's budget.

PROPRIETARY (ENTERPRISE) FUNDS

Proprietary or 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 ENTERPRISE FUND

The Town's water is provided by both the cities of Fort Lauderdale and Pompano Beach. Pompano Beach treats all of our wastewater.

In the northern portion of the Town, Pompano Beach owns both the water and sewer systems and bills our residents directly, with the exception of four Sea Ranch Condos (A, B, C, & North) whose sewer fees are billed to the Town. (The Town then turns around and bills the Sea Ranch condos a lesser amount, based on the Town sewer rates. This practice dates from their annexation and is currently under review by my office.) In the southern portion of the Town, we own the sewer lines and pay Pompano Beach to treat and dispose of the wastewater. The following discussion of the Sewer Fund relates only to that portion of the Town in which we own the sewer lines and/or are billed for sewer services under the Town's sewer rate structure.

There are two serious deficiencies in the Sewer Fund that must be addressed. First, the revenues generated through sewer charges do not cover the related expenditures and it would require over a 30% increase in sewer rates to generate sufficient revenues to offset expenditures next year. Clearly that level of increase in a single year is not going to be acceptable to our customers.

In trying to understand why this has occurred, we determined there have been no adjustments in the Town's sewer rates since 2003. Since that time, the annual

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operating expenses have increased from approximately \$800,000 to \$1.2 million, yet our revenues have actually decreased (from \$1.1 million to \$900,000). Pompano Beach has raised their rates to the Town, as would be expected over the course of seven years and Pompano's rate increases account for approximately 65% of our operating cost increase. (Pompano has raised the rates paid by Town residents in northern portion of the Town where Pompano provides and bills for water and sewer directly.)

We are not able to say, at this point, why revenues have fallen over the past seven years. It is possible that water conservation efforts have had an impact as many other cities are reporting that trend and sewer rates are tied directly to water consumption rates. But the bottom line is that the very significant increase in the Town's costs has not been passed on to our sewer customers.

The Town's current budget book says that rates are evaluated annually to avoid a subsidy from the General Fund, but does not mention that the current rate structure was no longer sufficient to support the operation. But it was apparently known that the Sewer Fund would experience a negative operating balance between revenues and expenditures because an appropriation of \$142,084 from the \$1,583,398 fund balance in the Sewer Enterprise Fund was necessary to balance the current year's budget. (Our current year analysis suggests an even larger appropriation from the fund balance will be necessary – approximately \$182,000 – as budgeted revenues are not likely to be realized.)

Without a rate increase, we project that, an even larger appropriation from the fund balance – approximately \$375,000 – will be necessary in order to balance the sewer budget. (We project the Sewer Fund will have a fund balance of \$1.4 million at the end of this fiscal year, but will diminish to \$1.05 million if rates are not increased at all effective with the October 2010 billings.)

It is politically *and* financially prudent to regularly adjust water and sewer rates to assure that they offset costs, so that consumers experience small incremental increases in their budgets that they can absorb rather than be hit with a big increase in rates every five years or so. Unfortunately, that hasn't occurred so the Commission is going to have to consider rate increases.

Since I assume that the need for a rate increase is a surprise to the Commission, and I only identified the need this week, I have simply balanced the Sewer Fund with a \$375,000 appropriation from the fund balance in the recommended budget for now. But I do feel strongly that some rate increase must be implemented to keep the situation from getting worse and will bring back rate increase options to the Commission for consideration before the budget is adopted in September.

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The use of the fund balance to offset operating expenditures is not a good idea, because a second serious deficiency in the sewer fund is that there is no capital plan to replace the Town's aging sewer infrastructure. Because the cost of replacing this infrastructure is so expensive, and the benefits of the improvements are enjoyed by many generations of residents and businesses due to their long useful life, the cost of such improvements are almost always financed by bond issues. The bond issues are generally set up with long-term financing (20-30 years) and the debt service is paid by projected sewer charge revenues. In advance of going to the market with a bond issue, it is prudent for a municipality to build up their cash reserves in order to get a better bond rating, not to spend them down.

As far as we have been able to determine, the Town has not done any engineering studies of the cost of replacing the aging sewer system. I included \$50,000 in next year's budget to undertake such a study. Given the age of the Town's sewer system, I also increased the contingency account in the Sewer Fund budget from \$15,000 to \$50,000 for emergency and preventative repairs to the system.

PARKING FUND/PARKING SYSTEM

The Parking Fund budgets for parking operations and revenues in the business district (downtown and Commercial Boulevard.) Revenues and expenditures related to parking lots and meters outside of the business district are budgeted in the General Fund Department 545. We did not have time to consolidate the two sections of the Parking System in the Manager's Recommended Budget, but we do suggest that, in the Adopted Budget, all of the parking activities be combined in the Parking Fund. Revenues will continue to be accounted for by meter zone or parking facility so we will continue to know the utilization of the parking system by area. Combining all expenses and revenues in one Fund will give the Commission, staff and the public a much clearer picture of the Parking System.

For the past several years, the Parking Fund has generated sufficient revenues to make a contribution to the General Fund of approximately \$165,000. But Parking Revenues are projected to fall short of budget in the current fiscal year by approximately \$176,000 or about 32%. The two most affected accounts are Business District Meters (-\$90,000) and Parking Fines (-\$78,000). We are investigating the reasons for such large discrepancies between the Adopted Budget and the actual year-to-date receipts. Unless there is an account error that resulted in revenues being mistakenly deposited in the General Fund, the Parking Fund will have to utilize 73% (\$171,973) of its undesignated fund balance this year to cover the declining revenue and still make the budgeted transfer to the General Fund. We will confirm the current accounting for meter revenue and parking fines is correct.

Town of Lauderdale-by-the-Sea



Fiscal Year 2010 – 2011 Budget Message

In FY11, we project that the Parking Fund will not be able to make the normal contribution to the General Fund, even using the remaining Parking fund balance. Therefore, in order to balance the Parking Fund, we will have to increase meter revenues through a rate increase, different parking strategies or a combination of both, and decrease the transfer to the General Fund by 35% (\$58,305). Recommendations to increase revenues will be brought to the Commission as part of the parking system study we will be undertaking. In the meantime, we have placed a balancing revenue number into next year's Parking Fund budget.

On the expenditure side, we have included \$35,000 in capital outlay in next year's budget, which we think is a minimal amount to make improvements to the parking facilities. We will concentrate those funds on improvements that will result in higher utilization of the parking system, such as purchase of multi-space meters and physical improvements to the Bougainvillea lot.

CAPITAL PROJECT FUND

The Capital Project Fund budget has been substantially increased – from \$1,686,862 in the current fiscal year to a proposed \$2,470,425 next fiscal year in order to begin addressing the Town's stormwater drainage problems. Even so, the transfer from the General Fund to the Capital Fund has been decreased from \$1,615,756 in the current year to \$1,250,000 next year. This was possible because we propose to start appropriating funds from the large fund balance that exists in the Capital Fund to finance the projects.

On the next page is a table that shows a first draft of the Five Year CIP projects. The table illustrates only the expenditure side of the CIP. (The funding sources to support the CIP are contained in the spreadsheet in your budget book under the tab entitled "Capital Improvement Fund".) The numbers are rough and this will be a work in progress over the remainder of the summer. There are some projects listed in the current five year CIP for which we have been unable to find much information in the files. We were reluctant to eliminate them without first discussing them with the Commission, so we have left them in the draft schedule. It is important that we firm up the numbers for projects to be undertaken in the next fiscal year and Chen & Associates is working on that assignment. We have scheduled the draft plan for discussion at the July 28th Commission Roundtable to talk about how the CIP would be funded over a five year period and get further direction from you.

Town of Lauderdale-by-the-Sea



Fiscal Year 2010 – 2011 Budget Message

Table 6 - Capital Project Fund 300 – Five Year Project Plan

Capital Projects	FY 2011 Year 1	FY 2012 Year 2	FY 2013 Year 3	FY 2014 Year 4	FY 2015 Year 5
Town's Master Plan Update		150,000			
Beach Dune Rebuild - Vision	\$269,000				
Beach - Marine Park	\$20,000				
Beach Renourishment			\$200,000		
Bridge Repair Terra Mar					\$155,000
Beach Restrooms	\$150,000				
Bus Shelters	\$85,000				
Parking System Improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Street Lighting Decorative		\$100,000		\$100,000	
Street Resurfacing		\$400,000	\$400,000	\$400,000	\$400,000
Streetscape - A1a (Pines North)	\$647,100				
Streetscape - El Mar Construction		\$875,000			
Streetscape - El Mar Design	\$8,000				
Streetscape - Pine Ave (A1A ->east)	\$29,000	\$101,000			
Stormwater Master Plan Projects	\$750,000	\$750,000	\$300,000	\$300,000	\$300,000
Traffic Improvements & Calming	\$25,000				
Contingency	\$200,000	\$300,000	\$300,000	\$300,000	\$300,000
Depreciation / Gasb 34	\$237,325	\$249,191	\$261,651	\$274,734	\$288,470
Total Capital Projects Fund Expenditures	\$2,470,425	\$2,975,191	\$1,511,651	\$1,424,734	\$1,493,470

FUND BALANCES AND RESERVES

I have mentioned throughout the budget message that we will be transferring funds from reserves and fund balance accounts into the budget next year. Prudent financial management would suggest that these sources of funds should only be used for one-time expenditures and not be relied upon to fund ongoing operations.

However, fund balance was used to balance the Sewer Fund this year and will be needed to balance the Parking Fund, too. Next year, both of those funds will need additional appropriations from fund balance unless rate increases are approved or we are able to generate additional revenues in the Parking fund through other means.

Town of Lauderdale-by-the-Sea



Fiscal Year 2010 – 2011 Budget Message

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, and projects what will be available at the end of the current and next fiscal year.

Table 7 - FUND BALANCES AND RESERVES

	Actual 9/30/2009	Estimated 9/30/2010	Appropriated FY 2010-2011	Estimated 9/30/2011
GENERAL FUND				
Emergency/Storm Reserve	\$2,329,648	\$2,448,347		\$2,448,347
Vehicle Replace. Reserve	\$182,792	\$194,042		\$319,728
Fire Assessment Balance	\$62,273	\$149,639		\$214,391
Capital Assets Replacement Bal.	\$1,650,742	\$1,805,725		\$1,968,458
Undesignated Fund Balance	\$2,189,349	\$2,289,349		\$2,289,349
Subtotal	\$6,414,804	\$6,887,102		\$7,240,273
CAPITAL FUND				
Capital Assets Replacement Bal.	\$1,161,336	\$1,387,360		\$1,624,685
Undesignated Fund Balance	\$1,804,897	\$2,782,384	\$575,325	\$3,357,709
Subtotal	\$2,966,233	\$4,169,744	\$575,325	\$4,982,394
LETF FUND				
Undesignated Fund Balance	\$139,768	\$208,959	\$11,500	\$197,459
PARKING FUND				
Cash	\$236,166	\$64,193	\$64,193	
SEWER FUND				
Cash	\$1,583,398	\$1,406,806	\$339,395	\$1,026,848

Town of Lauderdale-by-the-Sea



Fiscal Year 2010 – 2011 Budget Message

As mentioned earlier in the budget message, we propose to appropriate money from the undesignated fund balance in the Capital Fund next year in order to start funding stormwater drainage projects, and will utilize the rest of that fund's balance in years two and three of the CIP on the El Mar project and more drainage projects.

We also anticipated that the Town will begin to draw down on the capital assets balance in the Capital Fund in the third, fourth and fifth years of the 5 Year Capital Improvement Plan (CIP). We have not specified an amount yet because an analysis has to be made of what items have been depreciated that create the capital assets balance.

The same analysis needs to be made of the capital assets balance in the General Fund. It may be that some of the capital outlay items we have budgeted can legitimately be purchased with funding from the capital assets balance, but we will have to wait to allocate those funds until the analysis has been done.

SUMMARY

A recap of important features of the proposed budget is:

- The proposed millage rate of 4.2199 will allow property owners to enjoy a slight decrease in the taxes paid to the Town. The Town's millage rate will remain one of the lowest millage rates in Broward County. The annual fire assessment fee will remain the same as it has been for several years (\$130 for residential properties). This is also one of the lowest Fire Assessment Fees in Broward County.
- I will be recommending an increase in sewer rates as rates have not been increased since 2003 and the current revenues are not sufficient to offset expenditures. We will be coming back to the Commission with specific recommendations on sewer rates in September.
- Between this year and next, the Parking Fund will have utilized its entire fund balance of \$236,166 and reduced its contribution to the General Fund. The planned study of the entire parking system should provide recommendations on how to restore the financial health of the parking system.
- The Capital Improvement Plan calls for a multi-year commitment to fund drainage projects, and it is proposed to start using the large fund balance in that fund to finance projects beginning this next fiscal year.

Town of Lauderdale-by-the-Sea



Fiscal Year 2010 – 2011 Budget Message

I wish to thank Interim Assistant Town Manager Bud Bentley for his tireless and able assistance in preparing the budget as well as Acting Finance Director Doug Haag, Finance staff members Edner Saint-Jean and Cassandra Jones and the Department Directors for their help. I would also like to recognize the effort of former Finance Director Kaola King for her assistance in the production of the budget.

Respectfully submitted,

Constance Hoffmann

Constance Hoffmann
Interim Town Manager

PROPOSED ALL FUNDS BUDGET
FY 2010/2011

Revenues	General Fund	Capital Fund	Special Revenue Funds	Proprietary Funds	Grand Total
Property Taxes - 4.2199	7,108,376	-	-	-	7,108,376
Assessment Fees - \$130.	1,009,251	-	-	-	1,009,251
Utility Taxes	919,906	-	-	-	919,906
Franchise Fees	751,428	-	-	-	751,428
Licenses & Permits	163,580	-	-	-	163,580
Intergovernmental Revenue	1,063,453	636,100	-	-	1,699,553
Charges For Services	201,095	-	-	1,289,643	1,490,738
Fines & Citations	198,773	-	-	46,000	244,773
Miscellaneous	75,120	9,000	11,500	6,450	102,070
Interfund Transfers	107,340	1,250,000	-	-	1,357,340
Total Revenues	11,598,322	1,895,100	11,500	1,342,093	14,847,015
Appropriated Fund Balance	-	575,325	-	406,132	981,457
Total Available Resources	11,598,322	2,470,425	11,500	1,748,225	15,828,472
Expenditure					
General Government	2,887,951	437,325	-	-	3,325,276
Public Safety	5,277,215	-	11,500	-	5,288,715
Physical Environment	232,566	684,100	-	1,246,695	2,163,361
Transportation	192,922	910,000	-	394,190	1,497,112
Culture-Recreation	369,164	439,000	-	-	808,164
Economic Environment	1,388,504	-	-	-	1,388,504
Capital Improvements Projects	-	-	-	-	-
Debt Service	-	-	-	-	-
Depreciation	-	-	-	-	-
Interfund Transfers	1,250,000	-	-	107,340	1,357,340
Total Expenditures	11,598,322	2,470,425	11,500	1,748,225	15,828,472
Ending Fund Balance/Retained Earnings	-	-	-	-	-
Total Appropriated Resources	11,598,322	2,470,425	11,500	1,748,225	15,828,472

Comparative Position Count

Line No.	LOCATION & TITLE	POSITION COUNT		
		FY 08/09	FY 09/10	FY 10/11
1	GENERAL FUND			
2	Town Commission			
3	Mayor	1	1	1
4	Vice-Mayor	1	1	1
5	Commissioner	3	3	3
6	Total Commission	5	5	5
7	Administration			
8	Town Manager	1	1	1
9	Town Clerk	1	1	1
10	Chief Deputy Clerk	0	0.75	1
11	Executive Secretary	1	1	1
12	Office Specialist	0.5	0	0
13	Senior Office Specialist	1	0.5	0.5
14	Finance/Budget Director	1	1	1
15	Accountant	0.5	0.5	0.5
16	Accounting Specialist	1.75	1.75	1.75
17	Human Resource/Risk Mgr	0.75	0.75	0.75
18	Total Administration	8.5	8.25	8.5
19	General Government			
20	Public Information Officer	1	0.75	0.75
21	Assistant Town Manager	0	0	0.85
22	Total General	1	0.75	1.6
23	Municipal Services			
24	Municipal Services Director	1	1	1
25	Assist Municipal Serv Director	1	1	1
26	Senior Office Specialist	1	1	1
27	Maintenance Supervisor	1	1	1
28	Maintenance Worker I	3	2	2
29	Maintenance Worker II	1	2	2
30	Maintenance Worker III	0	0	0
31	Total Municipal Services	8	8	8
32	Community Standards			
33	Assistant Town Manager	1	1	0
34	Com. Standards Supervisor	1	1	1
35	Maintenance Worker II	2	2	2
36	Maintenance Worker I	2	2	2
37	Total Community Standards	6	6	5

Comparative Position Count

Line No.	LOCATION & TITLE	POSITION COUNT		
		FY 08/09	FY 09/10	FY 10/11
38	Development Services			
39	Director of Development Services	1	1	1
40	Zoning/Code Supervisor	0	0	0
41	Senior Office Specialist	1	1	1
42	Code Enforcement Officer	1.75	1.75	1.75
43	Total Development Services	3.75	3.75	3.75
44	Parking Enforcement			
45	Assistant Town Manager	0	0	0.15
46	Parking Enforcement Supervisor	1	1	1
47	Parking Enforcement Officer	0.75	0.75	0.75
48	Office Specialist	0.25	0.25	0.25
49	Total Parking Enforcement	2	2	2.15
50	SEWER FUND			
51	Maintenance Worker II	1	1	1
52	Accountant	0.25	0.25	0.25
53	Total Sewer Fund	1.25	1.25	1.25
54	PARKING FUND			
55	Meter Repair Technician	1	0.75	0.75
56	Parking Enforcement Officers	0.75	0.75	0.75
57	Chief Deputy Clerk	0	0.25	0
58	Office Specialist	0.25	0.25	0.25
59	Total Parking Fund	2	2	1.75
60				
61	TOTAL POSITIONS - ALL FUNDS -	37.5	37.0	37.0

General Fund Revenues for Fiscal Year 2010 - 2011

Line No.	GENERAL FUND REVENUE TYPE	Fiscal Year 2007/2008 ACTUAL	Fiscal Year 2008/2009 ACTUAL	Fiscal Year 2009/2010 AMENED	Fiscal Year YTD 5/31/2010	Fiscal Year 2010/2011 PROPOSED
1	CARRYFORWARD FUND BALANCE	-	-	-	-	-
2	AD VALOREM TAXES & ASSESSMENT:					
3	PROPERTY TAXES - 4.21993 millage	9,096,015	8,077,919	7,354,861	7,002,152	7,108,376
4	FIRE ASSESSMENT - \$ 130.Res/Sq.Ft.Non-Res.	996,702	1,000,485	1,008,596	969,308	1,009,251
5	TOTAL PROPERTY TAX & ASSESSMENT:	10,092,717	9,078,404	8,363,457	7,971,460	8,117,627
6	UTILITY TAXES:					
7	FLORIDA POWER & LIGHT	657,572	604,215	618,075	395,074	660,000
8	NATURAL GAS	20,433	20,613	23,494	15,513	23,133
9	WATER	228,955	204,395	249,055	156,403	239,773
10	TELECOMMUNICATIONS	-	-	-	-	-
11	TOTAL UTILITY TAXES	906,960	829,223	890,624	566,990	922,906
12	FRANCHISE FEES:					
13	FLORIDA POWER & LIGHT	673,126	633,839	674,846	372,192	659,774
14	SOUTHERN BELL	-	-	-	-	-
15	WASTE	107,627	103,865	109,565	42,905	57,000
16	NATURAL GAS	33,763	33,275	40,697	20,917	30,654
17	CABLE T.V.	-	-	-	-	-
18	PAY/COIN TELEPHONES	-	-	-	-	-
19	TOWING FRANCHISE	2,070	2,014	1,509	620	1,000
20	TOTAL FRANCHISE FEES	816,586	772,993	826,617	436,634	748,428
21	LICENSES & PERMITS:					
22	OCCUPATIONAL LICENSES	62,498	57,708	67,972	74,169	79,227
23	BUILDING PERMITS	94,125	72,552	63,920	19,446	59,000
24	FIRE REVIEW PERMIT FEES	-	-	33,264	9,258	22,000
25	ZONING PERMITS & FEES	7,900	9,305	600	375	600
26	SIGN PERMITS	2,850	2,962	2,753	2,466	2,753
27	TOTAL LICENSE & PERMITS	167,373	142,527	168,509	105,714	163,580
28	INTERGOVERNMENTAL REVENUE - Population 6,278					
29	CIGARETTE TAX	-	-	-	-	-
30	MUNICIPAL REVENUE SHARING	116,713	124,182	96,841	62,935	108,996
31	BEVERAGE LICENSES	6,920	7,561	6,318	8,105	10,000
32	SALES TAX - 1/2 cents	331,751	371,015	284,387	174,683	368,000
33	LOCAL OPTION GAS TAX - 1 to 5 cents	61,090	62,710	62,643	34,772	61,744
34	LOCAL OPTION GAS TAX - 1 to 6 cents	44,569	44,881	45,347	25,211	44,832
35	COMMUNICATION SERVICE TAX - 5.22	357,664	413,633	403,927	226,576	368,240
36	MUNICIPAL FUEL TAX	-	-	-	-	-
37	BCC-SOLID WASTE RESOURCE RECOV	-	-	-	25,081	-
38	RECYCLING REVENUE	117,790	24,792	17,336	7,900	15,800
39	RECYCLING GRANT	-	-	-	-	-
40	POLICE OPERATIONAL GRANT	-	-	-	-	-
41	FEMA & MITIGATION REIMBURSEMENT	-	-	-	-	-
42	BCC-INTERLOCAL-COMMUNITY BUS	59,120	59,308	43,758	21,759	44,000
43	CDBG - SENIOR CENTER GRANT	26,002	24,275	24,275	24,275	29,209
44	BCC-CULTURAL-COMMUNITY GRANT	-	-	-	-	-
45	BCC-GREENSHADE GRANT	-	-	-	-	-
46	HURRICANE-STORM/FEMA	21,901	-	-	-	-
47	FLOC/FMIT GRANT	3,500	-	-	-	-
48	FDOT-REIMBURSABLE GRANT	12,632	12,632	12,632	-	12,632
49	FDOA-FORESTRY GRANT	-	-	-	-	-
50	TOTAL INTERGOVERNMENTAL REVENUE	1,159,652	1,144,989	997,464	611,297	1,063,453

General Fund Revenues for Fiscal Year 2010 - 2011

Line No.	GENERAL FUND REVENUE TYPE	Fiscal Year 2007/2008 ACTUAL	Fiscal Year 2008/2009 ACTUAL	Fiscal Year 2009/2010 AMENED	Fiscal Year YTD 5/31/2010	Fiscal Year 2010/2011 PROPOSED
51	CHARGES FOR SERVICES					
52	FIRE INSPECTIONS	-	-	25,522	7,612	20,000
53	FIRE RESCUE TRANSPORT FEE	-	-	-	-	-
54	VARIANCE FEES	2,000	2,000	-	-	-
55	SITE PLAN REVIEW FEES	2,600	3,400	900	-	1,000
56	PARKING PERMITS	13,219	20,043	15,418	20,018	22,000
57	PARKING METERS BEACH	39,279	35,639	31,814	8,990	14,500
58	PARKING METERS EL PRADO	819	66,707	59,541	75,316	120,000
59	PARKING METERS TOWN HALL	15,350	2,998	16,595	10,874	16,595
60	TENNIS COURT& SHUFFLE BOARD KEYS	5,929	5,881	6,155	6,748	7,000
61	TOTAL CHARGES FOR SERVICES	79,196	136,668	155,945	129,558	201,095
62	FINES & CITATIONS					
63	PARKING FINES-ETEC	146,379	132,169	158,733	62,919	110,000
64	FINES & TRAFFIC CITATIONS-BCC	60,680	50,135	44,100	46,629	65,000
65	POLICE TRAINING	-	-	-	-	-
66	CODE ENFORCEMENT FINES	32,216	8,375	10,738	18,375	21,257
67	OTHER FINES & ALARMS	452	-	897	1,390	2,516
68	TOTAL FINES & CITATIONS	239,727	190,679	214,468	129,313	198,773
69	MISCELLANEOUS:					
70	INTEREST	287,282	234,197	52,689	11,544	16,000
71	INTEREST-EMERGENCY RESERVE	33,019	56,055	6,225	2	375
72	RENT/ROYALTIES	74,323	39,261	-	-	-
73	MISCELLANEOUS OTHER	12,386	12,572	13,272	12,093	16,000
74	MISCELLANEOUS APPLICATIONS	-	-	-	-	-
75	MISCELLANEOUS APPLICATIONS	1,800	-	2,100	2,500	2,100
76	PROCEEDS FROM SALE F/A	1,650	-	-	20	-
77	RECREATIONAL ACTIVITIES FEE	-	-	-	1,360	3,000
78	DONATIONS	34,641	32,641	6,966	9,985	15,000
79	ADVERTISING FEES	2,900	4,982	2,145	1,112	2,145
80	INSURANCE REIMBURSEMENT	22,839	5,490	-	1,859	5,500
81	UTILITIES REIMBURSEMENT	20,243	21,314	3,784	6,395	15,000
82	TOTAL MISCELLANEOUS	491,083	406,512	87,181	46,870	75,120
83	TOTAL GENERAL FUND REVENUE	13,953,294	12,701,995	11,704,265	9,997,836	11,490,982
84	TRANSFERS-OTHER FINANCE SOURCE	502,192	165,645	165,645	165,645	107,340
85	TOTAL GENERAL FUND REVENUE	14,455,486	12,867,640	11,869,910	10,163,481	11,598,322

Footnote:

Revenue collected from the Parking Meters in the Business District are accounted for in the Parking Revenue Improvement Fund.

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 511 - TOWN COMMISSION

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	56,181	61,499	56,685	36,801	56,284
FICA	4,397	4,705	4,490	2,635	4,306
RETIREMENT	9,151	10,166	9,701	6,083	10,492
INSURANCE	4,203	13,101	12,039	10,183	11,700
SUBTOTAL	73,932	89,471	82,915	55,702	82,782
OTHER SERVICES					
COMMUNICATIONS	-	-	-	-	-
EQUIPMENT MAINTENANCE	1,099	1,500	-	-	-
OFFICE SUPPLIES	151	1,000	1,000	6	750
DUES & SUBSCRIPTIONS	2,426	3,300	3,132	1,383	2,582
TRAINING	5,862	3,500	6,000	-	6,000
OPERATING SUPPLIES/MISC	7,089	8,000	7,400	6,413	7,400
SUBTOTAL	16,627	17,300	17,532	7,802	16,732
CAPITAL OUTLAY	-	2,745	2,500	-	1,500
SUBTOTAL	-	2,745	2,500	-	1,500
TOTAL DEPT 511	90,559	109,516	102,947	63,504	101,014

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

Depart. Name:	Town Commission	511
Submitted By:	June White, Town Clerk	
Date:	7/23/2010	
Function:	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.	
Objectives:	To restore 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.	
Achievements:	Adopted a Code of Ethics and signed a personal Code of Conduct pledge. Appointed new members to the Planning and Zoning Board, the Board of Adjustments, and the Master Plan Steering Committee. Resolved residential and commercial customer issues with the new solid waste contractor. Set priorities for stormwater drainage improvements based on a study of drainage problems.	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
110	SALARIES - \$59,520 Inc 5% vs \$56,685 w/o 5%	\$ 56,685	\$ 56,284
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$ 4,490	\$ 4,306
220	RETIREMENT - Contribution to the Florida Retirement System Elected Official - 18.64%	\$ 9,701	\$ 10,492
230	GROUP INSURANCE - Cost of health insurance (approx. 10% increase)	\$ 12,039	\$ 11,700
OPERATING			
510	OFFICE SUPPLIES - Office supplies utilized by the Clerks office for the preparation of the Commission Agenda packages. In addition of office supplies requested by the Commission.	\$ 1,000	\$ 750
540	DUES & SUBSCRIPTIONS - Broward League of Cities = \$ 564 Florida League of Cities = \$ 569 Florida League of Mayors = \$ 250 National League of Cities = \$ 949 Sister Cities International = \$ 250	\$ 3,132	\$ 2,582
545	TRAINING - Conference, seminars, workshops, meeting, and training classes. Broward League of Cities meetings, annual Florida League of Cities conference and training	\$ 6,000	\$ 6,000
550	OPERATING SUPPLIES - Supplies utilized in the preparation of requested mailings, Also, included in this line item are video tapes for meetings, proclamation/awards, printing, flowers, water and miscellaneous supplies, League of Cities host.	\$ 7,400	\$ 7,400
CAPITAL OUTLAY			
640	EQUIPMENT & MACHINERY Audio - Video Equipment	\$ 2,500	\$ 1,500
Total Proposed Budget Request		\$ 102,947	\$ 101,014
			(\$1,933)
			-1.9%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 511.100 - DONATION - NON PROFIT ORGANIZATIONS

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 ADOPTED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
OTHER SERVICES					
AID TO PRIVATE ORGANIZATIONS	12,934	12,350	11,098	11,098	14,442
SUBTOTAL	12,934	12,350	11,098	11,098	14,442
CAPITAL OUTLAY					
SUBTOTAL	-	-		-	-
TOTAL DEPT 511.100	12,934	12,350	11,098	11,098	14,442

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

Department Name: Donations		511.100	
Submitted By:	Finance Director		
Date:	6/11/2010		
Function:	To aid non profit organizations by assisting in the funding of projects that benefit the multiple needs of citizens of Broward County.		
Objectives:	To plan, coordinate and assist in funding community related not -for-profit social service agencies.		
Achievements:	Provided financial assistant to Area Agency On Aging Of Broward County, Women In Distress, Kids Voting Broward, Family Central, Boy Scouts of America, and Broward Coalition For The Homeless.		
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
OPERATING			
820	Aid To Private Organizations - Requested By:	\$ 11,098	\$ 14,442
	See Details Below		
	Total Proposed Budget Request	\$ 11,098	\$ 14,442
		Agency Requesting	AGENCY DONATION REQUEST
		Donated 2009-2010	
	Area Agency on Aging	\$ 7,444	\$ 7,387
	Women in Distress	\$ 2,000	\$ 2,000
	Kids Voting Broward	\$ -	\$ 1,404
	Family Central	\$ 551	\$ 551
	Boy Scouts	\$ 1,103	\$ 1,100
	Broward Coalition For The Homeless	\$ -	\$ 2,000
	Funded In Dept. 519-Contingency		
	Total Donations	\$ 11,098	\$ 14,442

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 1 NAME: GENERAL FUND
DEPT: 511.200 NAME: CHAMBER OF COMMERCE

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	10,606	11,992	8,732	5,821	8,819
FICA	812	918	668	445	675
RETIREMENT	1,045	1,182	861	573	950
GROUP INSURANCE	2,185	2,954	3,269	2,179	3,596
SUBTOTAL	14,648	17,046	13,530	9,018	14,040
OTHER SERVICES					
PROFESSIONAL SERVICES	35,195	28,000	28,000	19,081	55,000
SEWER/WASTEWATER	1,599	2,256	2,683	804	1,800
ELECTRIC SERVICE	2,287	2,309	2,451	1,450	2,397
WATER SERVICE	1,007	1,570	1,640	631	1,200
LIABILITY INSURANCE	2,900	4,091	3,335	3,188	3,185
WORKERS COMPENSATION	1,191	1,853	957	702	1,000
MAINTENANCE MATERIALS	1,902	3,251	18,601	1,196	8,993
SUBTOTAL	46,081	43,330	57,667	27,052	73,575
CAPITAL OUTLAY	1,170	-	-	-	-
SUBTOTAL	1,170	-	-	-	-
TOTAL DEPT 511.200	61,899	60,376	71,197	36,070	87,615

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

Depart. Name: **Municipal Building - Chamber Of Commerce**
 Submitted By: **Don Prince, Director Of Municipal Services**
 Date: **6/5/2010**

511.200

Function: To attract Visitors and Tourists to Lauderdale-By-The-Sea, and provide information to visitors and residents.

Objectives: To operate the Visitors Center to promote the town of Lauderdale-By-The-Sea and act as a host to Tourists & Visitors who visit our Town. We will also provide information about local attractions, Restaurants, Hotels & other community business to Visitors, Tourists & Residents.

Achievements: In the first six months of the Town's fiscal year, The Chamber provided assistance to over 10,317 residents and visitors that walked in, mailed over 1,410 visitors guides and the website recorded 65,122 visitors.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
120	SALARIES - Groundskeeper and Laborer For Maintenance	\$ 8,732	\$ 8,819
			\$ -
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$ 668	\$ 675
220	RETIREMENT - Contribution to the Florida Retirement System - Regular Class 10.77%.	\$ 861	\$ 950
230	GROUP INSURANCE - Share of insurance benefit - 35.10%-Hrs.Worked (approx. 10% increase)	\$ 3,269	\$ 3,596
OPERATING			
315	PROFESSIONAL SERVICES - Chamber Of Commerce Contract	\$ 28,000	\$ 55,000
340	SEWER/WASTEWATER - City Of Fort Lauderdale - Estimated monthly \$104.34 includes 5%	\$ 2,683	\$ 1,800
430	ELECTRIC SERVICE - Florida, Power & Light - Estimated monthly \$199.71 includes 5%	\$ 2,451	\$ 2,397
431	WATER - City Of Fort Lauderdale - Estimated monthly \$81.13 includes 5%	\$ 1,640	\$ 1,200
451	LIABILITY INSURANCE - Property, flood and windstorm	\$ 3,335	\$ 3,185
452	WORKERS COMPENSATION INSURANCE - Funding Level with Workplace Credit (Drug Free & Safety Committee)	\$ 957	\$ 1,000
520	MAINTENANCE MATERIALS - Supplies for daily cleaning and maintenance of building Front Door-Vico Windows - \$5,963	\$ 18,601	\$ 8,993
Total Proposed Budget Request		\$ 71,197	\$ 87,615
			\$16,418

23.1%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 513 - ADMINISTRATION

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	487,788	571,273	788,138	672,316	543,655
OVERTIME SALARY	1,232	3,000	3,000	133	3,000
FICA	34,314	43,932	43,167	33,677	40,741
RETIREMENT	56,462	75,556	74,775	42,996	68,268
GROUP INSURANCE.	51,414	63,241	62,244	43,472	68,469
UNEMPLOYMENT COMP	-	-	-	-	-
SUBTOTAL	631,210	757,002	971,324	792,594	724,133
OTHER SERVICES					
PROFESSIONAL CONSULTANTS	18,252	32,000	36,897	16,598	30,000
AUDIT EXPENSE/FEES	41,400	50,500	55,000	55,000	49,000
W/C PROFESSIONAL TEST	320	800	800	205	800
COMMUNICATIONS	1,038	800	1,004	668	2,400
EQUIPMENT RENT/LEASE	599	900	807	692	740
VEHICLE MAINTENANCE	28	1,000	750	30	750
FUEL	1,145	2,100	2,100	587	700
SERV MAINT CONTRACT	11,725	13,301	14,953	11,056	15,500
PRINTING & BINDING	35,298	36,288	24,960	11,212	7,000
POSTAGE	12,256	18,000	14,000	3,429	6,500
OFFICE SUPPLIES	9,623	11,020	11,020	1,333	9,000
COMPUTER EXPENSE	2,879	5,277	5,277	4,334	-
DUES & SUBSCRIPTIONS	3,168	4,252	4,252	2,248	4,000
TRAINING	5,844	8,000	8,000	5,281	8,000
OPERATING SUPPLIES/MISC.	14,082	23,000	18,189	11,565	17,800
SUBTOTAL	157,657	207,238	198,009	124,238	152,190
CAPITAL OUTLAY	1,728	5,000	4,803	4,802	4,000
SUBTOTAL	1,728	5,000	4,803	4,802	4,000
TOTAL DEPT 513	790,595	969,240	1,174,136	921,634	880,323

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

Depart. Name:	Administration	513
Submitted By:	<u>Finance Director; June White, Town Clerk; Interim Town Mgr</u>	
Date:	<u>6/10/2010</u>	
Function:	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; provide overall efficiency in Town Management, administrative systems and personnel performance.	
Objectives:	To maintain internal accounting controls that assure the reliability of financial records for preparing of financial records, financial statements and maintain accountability for assets; to prepare and maintain accurate records for Town proceedings and transactions; to assist in the planning and development of all programs to meet the future needs of the Town.	
Achievements:	Received Distinguished Budget Award for Budget Year - October 01,2008 - September 2009. Received Excellence in Financial Reporting Award for Comprehensive Annual Financial Report - for fiscal year 2007-2008. Completed records retention scheduling of Financial public records for fiscal year end September 30, 2008.	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
120	SALARIES - Salaries for personnel	\$ 788,138	\$ 543,655
140	OVERTIME -The cost of overtime incurred by the non-exempt positions as needed to complete special projects, mailings, end of year audit process, budget preparation, opening and closing of financial records for fiscal year.	\$ 3,000	\$ 3,000
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$ 43,167	\$ 40,741
220	RETIREMENT - Contribution to the Florida Retirement System (Senior Mgmt 14.57% - Regular Class 10.77%)	\$ 74,775	\$ 68,268
230	GROUP INSURANCE - Cost of health, dental, life, disability and vision. (approx. 10% increase)	\$ 62,244	\$ 68,469
OPERATING			
315	PROFESSIONAL CONSULTANTS - Amount budgeted for cost of external consultants (special projects) and automatic data processing, implementation of state mandates. ADP - automated data payroll process - \$9,000 Lason - archive, scanning and imaging process - \$2,000 Minutes Preparation Assistance- \$ 3,000 Other Consultants --\$ 16,000	\$ 36,897	\$ 30,000
320	AUDIT EXPENSE - Comprehensive Annual Financial Report Cost for the annual fiscal year audit - \$ 50,000	\$ 55,000	\$ 49,000
344	PROFESSIONAL TESTING - Cost for random drug testing of five percent of the Town's employees annually, pre-testing of prospective employees and post-accident drug testing. Town's Drug Free Workplace Policy	\$ 800	\$ 800
410	COMMUNICATIONS - Town Manager's smart phone expense reimbursement	\$ 1,004	\$ 2,400
445	EQUIPMENT RENT/LEASE - Postage machine and water cooler Pitney Bowes - \$704, Zephyhill - \$36	\$ 807	\$ 740
461	VEHICLE MAINTENANCE - Cost for the maintenance and repair of one (1) vehicle for Town Manager	\$ 750	\$ 750
462	FUEL - Cost of fuel of one (1) vehicle	\$ 2,100	\$ 700
463	SERVICE & EQUIPMENT MAINTENANCE - Fund Balance Financial System Maint Contract- \$ 3,699 Laserfiche Maint Contract- \$ 4,215 Copiers (Clerk/Finance) - \$ 2,987.25 (with supplies)	\$ 14,953	\$ 15,500

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
	Data Storage - E-Silo Contract - \$ 4,310		
506	PRINTING & BINDING - Cost associated with printing of forms, checks, applications, permits, pre-printed forms, stationary, business cards, envelopes, reports, grant applications, exhibits.	\$ 24,960	\$ 7,000
	Comprehensive Annual Financial Report - \$ 2,000.00		
	Proposed Budget - \$1,250.00, Annual Budget - \$3,000		
	(Moved Town Topics printing to Dept 519 in FY 10/11)		
508	POSTAGE - Cost associated with mailing of Towns documents; Daily Mail, Notices, Disbursements, Billings, Reports, FedEx and..	\$ 14,000	\$ 6,500
	PrePaid Disbursement Envelopes \$1,750		
	(Moved Town Topics mail expense to Dept. 519 in FY 10/11)		
510	OFFICE SUPPLIES - Office supplies utilized by the office staff, i.e. (pads, pens, computer paper, clips, notebooks, toner for printers and fax machines, labels, files, folders, computer binders and other office supplies).	\$ 11,020	\$ 9,000
511	COMPUTER EXPENSE - (Moved to 519 Budget - \$5,277 in FY 10/11)	\$ 5,277	\$ -
540	DUES, MEMBERSHIPS & SUBSCRIPTIONS - Florida County - City Manager Association (FCCMA), International City County Management Association (ICMA), Broward County Municipal Clerks Association (BCMCA), International Institute of Municipal Clerks (IIMA), Florida Association of City Clerks (FACC), Florida Government Finance Officers Association (FGFOA), Government Finance Officers Association (GFOA), Association of Government Accountants (AGA), Public Risk Insurance Management Association (PRIMA), National Institute of Government Purchasing (NIGP), Florida Statutes Updates, Notary Public,	\$ 4,252	\$ 4,000
545	TRAINING/TRAVEL - Training of Administration employees.	\$ 8,000	\$ 8,000
	Seminars, workshops, conferences, meeting and training classes. City/County Management Association, Florida County - City Manager Association (FCCMA), International City County Management Association (ICMA), Broward County Municipal Clerks Association (BCMCA), Florida Association of City Clerks (FACC), Florida Government Finance Officers Association (FGFOA), Government Finance Officers Association (GFOA), Public Risk Insurance Management Association (PRIMA), Florida Purchasing Assn, Customer Service Training, Records Management training, training for finance staff on financial system updates, Computer software training, Management classes and other work related training.		
550	OPERATING SUPPLIES - Cost for operating expenses incurred during the daily operation of the administration of the Town. Application fees, back-up tapes, permit fees, copier expenses (overages), rubber stamps, file cabinets, computer printers, storage boxes, shelves, and cabinets, research, shipping and handling fees, mileage reimbursement, and miscellaneous supplies and non capital items.	\$ 19,230	\$ 17,800
	(Moved Town Topics - Sorting, Folding, Tabbing - \$ 2,200 to Dept. 519)		
	CAPITAL OUTLAY		
640	EQUIPMENT & MACHINERY -	\$ 3,762	\$ 4,000
	Computer replacements, updated software purchases		
	Total Proposed Budget Request	\$ 1,174,136	\$ 880,323
			-\$293,813
			-25.0%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 1 NAME: GENERAL FUND
DEPT: 514 NAME: TOWN ATTORNEY

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
OTHER SERVICES					
LEGAL EXPENSE	104,674	198,800	334,000	272,384	360,000
LEGAL ADVERTISEMENTS	11,471	-			
LEGAL - OTHER	14,201	36,600	39,000	17,132	-
LEGAL-LITIGATION-BJHarris	-	125,000	100,000	25,132	40,000
SUBTOTAL	130,346	360,400	473,000	314,648	400,000
TOTAL DEPT 514	130,346	360,400	473,000	314,648	400,000

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 519 - GENERAL GOVERNMENT

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	47,235	51,843	51,115	33,043	150,909
FICA	3,457	3,966	3,911	2,528	11,608
RETIREMENT	4,961	12,598	5,035	3,255	20,064
GROUP INSURANCE	4,208	6,155	6,488	3,952	13,000
UNEMPLOYMENT COMPENSATION	-	15,000	15,000	9,760	50,000
SUBTOTAL	59,861	89,562	81,549	52,538	245,581
DEBT SERVICES					
DEBT PRINCIPAL	214,405	222,764	-	-	-
DEBT INTEREST	144,277	135,134	-	-	-
SUBTOTAL	358,682	357,898	-	-	-
OTHER SERVICES					
ADVERTISEMENT	5,139	25,000	25,000	6,607	17,500
PROFESSIONAL CONSULTANTS	78,102	153,500	222,517	104,533	175,000
CONTRACTUAL SERVICE-BUS COMMUNICATIONS	60,543	59,308	43,883	43,883	43,883
LIABILITY INSURANCE	174,349	196,596	176,937	154,571	197,000
WORKERS' COMPENSATION	39,044	77,307	62,789	34,181	50,100
SERVICE MAIN AGREEMENTS	14,655	20,016	21,017	14,044	23,000
CONTINGENCY	15,762	85,351	103,699	-	275,000
RESERVE	-	12,402	11,836	-	-
HURRICANE/STORM	5,389	143,347	118,699	-	-
PRINTING & BINDING	-	-	-	-	15,200
POSTAGE	-	-	-	-	8,000
COMPUTER EXPENSE	-	-	-	-	29,000
BUILDING MAINTENANCE MATERIALS	3,872	-	-	-	-
DUES & SUBCRIPTIONS	-	-	-	-	1,000
OPERATING SUPPLIES/MISC	-	-	-	-	2,200
GRANT MATCH-COMMUNITY BUS	-	-	58,908	-	58,908
DEPRECIATION	149,320	147,603	154,983	-	162,733
SUBTOTAL	546,175	920,430	1,000,268	357,819	1,058,976
CAPITAL OUTLAY					
BUILDING IMPROVEMENTS	26,761	250,000	23,400	17,646	20,000
PROPERTY ACQUISITION	1,815,166	-	-	-	-
EQUIPMENT & MACHINERY	117,243	-	1,600	1,588	80,000
VEHICLES	-	-	-	-	-
SUBTOTAL	1,959,170	250,000	25,000	19,234	100,000
TOTAL DEPT 519	2,923,888	1,617,890	1,106,817	429,591	1,404,557

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

Dept. Name:	General Government	519
Submitted By:	Finance Director	
Date:	6/12/2010	
Function:	To provide for a comprehensive risk management program and to provide sufficient funding and insurance to address the Town's future needs during disasters and other unanticipated emergencies. To provide funding for expenditures that benefit all funds, all departments. To finance a public information function and a community bus service.	
Objectives:	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 minimize losses by educating Town employees on safe practices. To provide expertise to Town issues and problems that is not available on Town staff through the retention of consultants. To maintain ridership levels on the Pelican Hopper to insure its continuation.	
Achievements:	Compliance with the Community Rating System saved property owners a minimum of 8% on their flood insurance premium and 5% on the Town's premiums. Participation in the Florida League of Cities-Drug Free Workplace and Employee Workplace Safety Program led to an incentive credit of \$ 5,238 as well as an experience modification of \$9,281., reducing the insurance premium in fiscal year 2008-2009.	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	AMENDED BUDGET FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
110	SALARIES - Salaries for personnel	\$51,115	\$150,909
	Public Information Officer (PIO)		
	85% of Asst Town Manager (moved here from Comm Stds)		
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$3,911	\$11,608
220	RETIREMENT - Florida Retirement System	\$5,035	\$20,064
	10.77% for PIO and 14.55% for Asst Town Mgr		
230	GROUP INSURANCE - Cost of health, dental, life, disability and vision.	\$6,488	\$13,000
250	UNEMPLOYMENT COMPENSATION - all departments	\$15,000	\$50,000
311	ADVERTISEMENT - Trim compliance, ordinances, request for proposals, public notices, required advertisement for all depts.	\$25,000	\$17,500
315	PROFESSIONAL CONSULTANTS -	\$222,517	\$175,000
	Town Engineering contract-up to	54,000	
	Website redesign & content input	15,000	
	Municipal Code Codification & Code On Line	7,000	
	Government Channel 78 Update	5,000	
	Realtor to assist in renting portion of warehouse- \$ tbd		
	External consultants used for studies or special projects	94,000	
349	Contractual Service - Bus (Quality Transport Services)	\$43,883	\$43,883
	Grant Funding - tentative as of 04/30/10		
410	COMMUNICATIONS - Nextel (PIO - \$35.81) @ Mo. Ave	\$0	\$452
451	LIABILITY INSURANCE - 10% increase projected	\$176,937	\$197,000
	General Liability - \$ 96,000		
	Automobile - \$ 20,000		
	Property Casulty, Flood & Windstorm - \$ 81,000		
452	WORKERS COMPENSATION INSURANCE - 5% increase projected	\$62,789	\$50,100
	Funding Level with Workplace Credit (Drug Free & Safety Committee)		
463	SERVICE & EQUIPMENT MAINTENANCE - project 5% increase	\$21,017	\$23,000
	Granicus - \$ 9,600		
	Media & Depts Server, TV Room, Web Page, Internet		
	IT support, maintenance - \$12,000 per year		

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	AMENDED BUDGET FY 2009-2010	MANAGER RECOMMEND
494	RESERVES -	\$11,836	\$0
497	GENERAL FUND CONTINGENCY - For unanticipated or non-budgeted expenditures. Also funds have been set aside here for several issues under consideration. Recommendations coming in September.	\$103,699	\$275,000
499	HURRICANE/STORM RESERVE (Storm Reserve is adequate; no need to transfer add'l funds there)	\$118,699	
506	PRINTING & BINDING - Cost associated with printing Town \$15,200; formerly budgeted in Dept. 513	\$0	\$15,200
508	POSTAGE - for Town Topics; formerly budgeted in Admn/Exec Dept. All P.I.O. expenses now in this Dept.		\$8,000
511	TECHNOLOGY EXPENSE - Support of Town computer systems and servers. Update and maintain of staff computers, printers, faxes. Network support. Installation of new hardware. Software licenses.	\$0	\$29,000
540	DUES & SUBSCRIPTIONS - ICMA & FCCMA for Asst Town Mgr		\$1,000
550	OPERATING SUPPLIES - Town Topics (formerly budgeted in Dept. 513)		\$2,200
556	GRANT MATCHING FUNDS - BCC Transportation See Acct#349 Project share of 3,068 hrs @ with 5% Increase (fuel) Projected \$33.46 with 5% Increase (fuel) = (\$ 102,666.)	\$58,908	\$58,908
750	DEPRECIATION - GASB 34 - Project 5% increase from FY 09-10 (funds replacement reserve for General Fund equipment, vehicles)	\$58,908	\$162,733
CAPITAL OUTLAY			
624	Bldg Improvement Public Safety Complex (AC Project)	\$23,400	\$20,000
640	Equipment & Machinery technology hardware upgrades	\$1,600	\$80,000
Total Proposed Budget Request		\$1,010,742	\$1,404,557
			\$393,815
			39.0%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 521 - POLICE DEPARTMENT

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
OTHER SERVICES					
SEWER/WASTEWATER	286	-	-	-	
CONTRACTUAL SERVICES (BSO)	2,526,519	2,883,427	3,003,983	2,002,655	3,156,891
CONTRACT SERVICES -CODE RED	-	-	-	-	6,000
COMMUNICATIONS	4,779	-	-	-	
ELECTRIC SERVICE	2,457	-	-	-	
WATER SERVICE	202	-	-	-	
LIABILITY INSURANCE	3,168	-	-	-	
EQUIPMENT MAINTENANCE	-	-	5,500	-	5,500
OPERATING SUPPLIES					
SUBTOTAL	2,537,411	2,883,427	3,009,483	2,002,655	3,168,391
CAPITAL OUTLAY	-	-	12,000	-	5,000
TOTAL DEPT 521	2,537,411	2,883,427	3,021,483	2,002,655	3,173,391

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 522 - FIRE DEPARTMENT

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	26,250	100,000	57,328	4,655	10,500
INCENTIVE	17,500	-	-	-	-
PENSION	1,961	14,205	17,126	(9,114)	10,000
FICA	2,009	7,650	4,386	-	-
RETIREMENT	2,625	18,087	11,993	-	-
GROUP INSURANCE	1,146	9,784	12,911	13	-
SUBTOTAL	51,491	149,726	103,744	(4,446)	20,500
OTHER SERVICES					
PROFESSIONAL CONSULTANTS	27,057	7,000	5,046	-	5,500
AUDIT EXPENSE	-	5,000	5,046	-	5,299
SEWER/WASTEWATER	430	-	-	-	-
W/C PROFESSIONAL TEST	17,500	-	-	-	-
CONTRACTUAL SERVICES	2,232,089	844,022	877,783	585,189	787,179
TRAINING/TUITION	12,171	-	-	-	-
COMMUNICATIONS	2,758	-	-	-	-
ELECTRIC SERVICE	3,694	-	-	-	-
WATER SERVICE	303	-	-	-	-
RENT/LEASE BLDG	11,433	-	-	-	-
LIABILITY INSURANCE	4,761	-	-	-	-
VEHICLE MAINTENANCE	6,360	-	-	-	-
FUEL	5,833	-	-	-	-
CONTINGENCY	-	-	-	-	-
OFFICE SUPPLIES	2,004	-	-	-	-
OPERATING SUPPLIES/MISC.	1,677	-	-	-	-
TRANSFER TO VEH/EQUIP RESERVE	-	-	-	-	125,686
TRANSFER TO FIRE RESERVE	-	-	-	-	64,752
SUBTOTAL	2,328,070	856,022	887,875	585,189	988,416
CAPITAL OUTLAY	21,570	25,700	-	-	-
CAPITAL OUTLAY	29,500	-	-	-	-
SUBTOTAL	51,070	25,700	-	-	-
TOTAL DEPT 522	2,430,631	1,031,448	991,619	580,743	1,008,916

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

Dept. Name: Fire Department
Submitted By: Chief Robert Perkins
Date: 5/23/2010

522

Goal: The Town of Lauderdale-By-The-Sea Volunteer Fire Department is responsible for fire suppression, including water rescue and other emergencies in the Town, while providing fire prevention services through a fire inspector, as specified under contract with the Town.

Objectives: We are under a continuous state of improving. Our goal is to reduce the Town's ISO rating from the current 4 to a 3. Concurrently taking into account cost factors and to this end, our goal is to maintain the cost for the following year. Our intent is to keep fire assessments for both residents and commercial properties at their current levels without increase while continuously improving our services.

Achievements: Last year we have substantially increased our training across the board. Beach rescue service has been reworked with new standards increasing water safety. The fire prevention division has finished and accounted for all required fire inspections which was deficient under prior arrangement. The fire service has increased training and the station watch program resulting in having a manned station greater than 80% of the time while reducing the overall response times. All of which supports our record of having no major incidents last year, with no lost of life for fire and for the first time in recent memory from the water.

NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOM
PERSONNEL SERVICES			
120	SALARIES - Fire Marshall On-Call @ \$35 / hour Approximately 300 hours	\$57,328	\$10,500
151	FIRE DEPT PENSION - FS 175 projected 10% Of 9/10	\$17,126	\$10,000
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$4,386	\$0
220	RETIREMENT - Contribution to the Florida Retirement System Regular Risk - 10.77%	\$11,993	\$0
230	GROUP INSURANCE - Cost of health, dental, life, disability and vision insurance	\$12,911	\$0
CONTRACTUAL SERVICES			
315	PROFESSIONAL CONSULTANTS-Pension Actuary-Project 5% increase	\$5,046	\$5,500
320	AUDIT EXPENSES-Pension Auditor-Project 5% increase	\$5,046	\$5,299
345	Fire Services Volunteer Fire Department - Projected 4% Increase incl \$125K for Truck reserve (see Transfers)	\$877,783	\$787,179
CAPITAL OUTLAY			
640	Equipment & Machinery	\$0	
TRANSFERS			
995	Transfer to Apparatus Reserve Fund (to reserve account for purchase of fire apparatus)		\$125,686
	Transfer to Fire Services Reserve (difference between Fire Fee Collections & Fire expenses)		\$64,752
Total Proposed Budget Request		\$991,619	\$1,008,916
			\$17,297
			1.7%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 523 - EMERGENCY MEDICAL SERVICES

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	-	-	-		
FICA	-	-	-		
RETIREMENT	-	-	-		
GROUP INSURANCE	-	-	-		
SUBTOTAL	-	-	-	-	-
OTHER SERVICES					
PROFESSIONAL CONSULT.	16,419	-	-		
CONTRACTUAL SERVICES	1,021,268	670,000	696,801	464,534	724,672
SEWER/WASTEWATER	123	-	-		
WATER SERVICE	87	-	-		
SUBTOTAL	1,037,897	670,000	696,801	464,534	724,672
TOTAL DEPT 523	1,037,897	670,000	696,801	464,534	724,672

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

Depart. Name:	Emergency Medical Service	523
Submitted By:	Brooke Liddle	
Date:	6/5/2010	
Goal:	To provide a professional, exceptional, and dedicated Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea.	
Objectives:	To deliver a professional full time Emergency Medical Service to the residents and visitors of Lauderdale-By-The-Sea.	
Achievements:	Met and maintained response time goals. Completed inter-departmental training with VFD. Initiated Autopulse and Induced Hypothermia programs.	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
	CONTRACTUAL SERVICES		
345	Emergency Medical Services	\$696,801	\$724,672
	American Medical Response Contract - 4% Increase		
	October 01, 2010 To Sept. 30, 2011 = \$ 58,066.67 Per month		
	Total Proposed Budget Request	\$696,801	\$724,672
			\$27,871
			4.0%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 524 - DEVELOPMENT SERVICES

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	263,513	295,181	195,809	116,535	190,140
OVERTIME SALARY	1,494	1,580	1,580	478	1,580
FICA	19,891	22,703	15,101	8,944	14,787
RETIREMENT	25,482	29,231	19,443	11,550	20,818
GROUP INSURANCE	36,798	41,119	33,637	16,608	32,000
SUBTOTAL	347,178	389,814	265,570	154,115	259,325
OTHER SERVICES					
ADVERTISEMENTS	5,256	3,500	3,500	-	3,500
LEGAL EXP.-OTHER ISSUES	-	1,500	1,000	40	500
PROFESSIONAL CONSULTANTS	70,215	46,270	45,700	9,885	70,700
W/C PROFESSIONAL TEST	-	250	455	365	200
CONTRACTUAL SERVICES	-	-	-	-	5,000
COMMUNICATIONS	1,113	1,484	1,722	848	1,860
EQUIPMENT MAINTENANCE	3,336	983	983	-	1,033
VEHICLE MAINTENANCE	462	4,250	3,000	502	3,000
FUEL	2,859	4,695	4,680	739	2,500
SERVICE MAINT. CONTRACTS	3,772	3,149	3,149	3,077	3,150
PRINTING & BINDING	613	3,500	1,500	1,062	2,000
POSTAGE	3,642	3,000	4,650	1,634	3,650
OFFICE SUPPLIES	3,946	3,675	3,675	283	3,675
COMPUTER EXPENSE	1,986	5,000	4,000	1,553	-
UNIFORM EXPENSE	149	700	1,000	302	750
SIGNS	38	-	-	-	-
DUES/SUBSCRIPTIONS	437	500	1,258	535	270
TRAINING	1,801	2,500	3,989	2,068	3,673
OPERATING SUPPLIES/MISC.	4,634	5,630	5,375	2,009	5,450
SUBTOTAL	104,259	90,586	89,636	24,902	110,911
CAPITAL OUTLAY	10,948	-	-	-	-
SUBTOTAL	10,948	-	-	-	-
TOTAL DEPT 524	462,385	480,400	355,206	179,017	370,236

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

Depart. Name: Developmental Services
Submitted By: Jeffrey Bowman, Director of Development Services
Date: 5/25/2010

524

Function: To encourage the community's support of and participation in the abatement and resolution of code and community standard violations. To enhance the quality of life in the community through the enforcement of land development regulations, zoning regulations, Ordinances, NFC (National Fire Codes), Florida Fire Prevention Code, Broward amendments to the Florida Fire Prevention Code, and land use regulations. To maintain a positive and productive working relationship with the public.

Objectives: To provide the following services: Engineering, Planning, Code Compliance, Zoning, Fire Marshal, Business Tax Receipts, Right-of-Way permitting, Building permitting, Vacation rental permits, and other Miscellaneous permits; provide Code Compliance seven (7) days a week; provide staff support and assistance to the Planning and Zoning Board, the Board of Adjustment, the Code Compliance Special Master, the Development Review Committee; coordinate and monitor the activities of contractual obligations by consultants and of the Interlocal Agreements with the County. Assist with maintaining the NFIP/CRS requirements; ensure all businesses have a Business Tax receipt and applicable inspections are conducted. ensure zoning permits are issued and inspections are conducted for all special events; monitor all construction activities; monitor and protect the residence of the Town from unlicensed contractors; Attain a full cost recovery on Planning and Zoning and Board of Adjustment application processing; continue revising, amending, and improving the Towns Code of Ordinances; provide fire plan review and inspections for all applicable construction building permit applications.

Achievements: Staff worked diligently, effectively, and efficiently with the Town Attorney in amending, creating, and revising several Town Ordinances. Staff worked with developers (Minto, Shore Court, Bougainvillea Town Homes, etc.) routinely to facilitate progress. Staff provided support and assistance to the Planning and Zoning, Board of Adjustment and Special Master. This support includes agenda preparation, public notices, the transcription and maintenance of the related public records including minutes. Building permits were processed and inspections completed as requested. Zoning reviews and inspections were completed. ROW (Right-of-Way) permits were processed, reviewed, and inspected. Assisted with the completion of Town projects (i.e. entryways on Commercial Blvd., entryways at Bel-Air, renovations to the Public Safety building). Ensured compliance with the Towns Code of Ordinances, State Statues, and Fire Codes. Ensured all businesses obtained a Business Tax Receipt including rental property and dock rental.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT		Amended Budget FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES				
120	SALARIES - Salaries for personnel		195,809	190,140
140	OVERTIME - The cost of overtime incurred for staffing the P&Z Board and Code Compliance Board meetings		1,580	1,580
210	FICA - Town's share of Social Security 6.2% and Medicare 1.45%		15,101	14,787
220	RETIREMENT - @10.77%		19,443	20,818
230	GROUP INSURANCE - (approx. 10% increase)		33,637	32,000
OPERATING				
311	LEGAL ADS - Cost of legal advertising associated with planning issues (i.e. comp plan, public hearings for code changes).		3,500	3,500
313	LEGAL OTHER- Code Compliance, Administrative Fees.		1,000	500
315	PROFESSIONAL CONSULTANTS -		45,700	70,700
	Town Planner or Town Engineer services	\$30,100		
	Magistrate for Code Board	\$3,600		
	BOA Board Attorney (in General Government)			
	P&Z Board Attorney (in General Government)			
	DCA required Comp Plan Amendments	\$12,000		
	Community Visioning	\$25,000		

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT		Amended Budget FY 2009-2010	MANAGER RECOMMEND
344	PROFESSIONAL TESTING - drug testing 5% employees annually		365	200
349	CONTRACTUAL SERVICES - Assistance with Minutes for P&Z, BOA, MPSC, and Code Magistrate		0	5,000
410	COMMUNICATIONS - 4 cellular phones 2 Code Compliance Officers, Director & Fire Marshall-On-Call Ave. @ 130.95 Monthly		1,722	1,860
460	EQUIPMENT MAINTENANCE - Copy Machine Danka Copier with Supplies - \$983 plus 5% Increase		983	1,033
461	VEHICLE MAINTENANCE - three vehicles for Development, Code, Fire Compliance		3,000	3,000
462	FUEL - Fuel for three vehicles Monthly fuel cost vehicles (3) = \$ 208.33		4,680	2,500
463	SERVICE AGREEMENTS- Occupational & Code System Arch-View System - ESRI Pest Control Data Back-up (Silo System) \$700	\$1,425 \$400 \$625 \$700	3,149	3,150
506	PRINTING & BINDING - Printing costs for forms, citations, informational material		1,500	2,000
508	POSTAGE - BOA, P&Z, NFPA meetings and board mailings, citations, notices, misc. mailings		4,650	3,650
510	OFFICE SUPPLIES - Miscellaneous office supplies		3,675	3,675
511	COMPUTER EXPENSE - Moved to 519.GG		4,000	0
525	UNIFORMS - Estimated @ \$250.00 per position annually		1,000	750
540	DUES & SUBSCRIPTIONS - Gold Coast Code Enforcement Chapter: 3 @ \$30 Florida Association Of Code Enforcement: 3 @ \$30 Florida Association Of Business Tax Officials (1) Florida Floodplain Managers Association (1)	\$90 \$90 \$40 \$50	1,258	270
545	TRAINING Miscellaneous Training Code Certification Training and Exam (2 sessions) Florida Association Code Enforcement Annual Conference (3) Florida Association Of Business Tax Officials Annual Conference Florida Floodplain Managers Association Annual Conference	\$700 \$990 \$737 \$846 \$400	3,989	3,673
550	OPERATING SUPPLIES Film, operational supplies and equipment Broward County Recordings Scanning/Archiving of Records	\$2,700 \$1,000 \$1,750	5,465	5,450
Total Proposed Budget Request			355,206	370,236

From Adopted \$15,030
4%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 539 - PUBLIC BUILDINGS

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
DEBT SERVICES					
DEBT PRINCIPAL	-	-	-		
DEBT INTEREST	-	-	-		
SUBTOTAL	-	-	-	-	-
OTHER SERVICES					
SEWER/WASTEWATER	3,524	10,192	8,525	3,280	8,649
COMMUNICATIONS	30,471	46,890	44,887	19,900	34,992
ELECTRIC SERVICE	41,888	70,151	70,611	29,903	58,181
WATER SERVICE	8,091	21,177	14,807	14,624	21,000
EQUIPMENT MAINTENANCE	10,459	16,488	31,488	23,105	16,488
CONTINGENCY	-	10,000	10,000	-	-
FUEL	459	4,000	4,000	639	3,000
SERVICE MAINTENANCE	5,495	14,349	16,137	5,873	16,137
MAINTENANCE MATERIALS	28,450	39,079	33,420	18,598	40,000
OPERATING SUPPLIES/MISC.	4,300	6,339	6,198	2,274	6,339
SUBTOTAL	133,137	238,665	240,073	118,196	204,786
CAPITAL OUTLAY					
CAPITAL OUTLAY	-	-	-		
CAPITAL OUTLAY	19,264	40,502	11,200	-	27,780
SUBTOTAL	19,264	40,502	11,200	-	27,780
TOTAL DEPT 539	152,401	279,167	251,273	118,196	232,566

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

Depart. Name:	Public Buildings	539
Submitted By:	<u>Don Prince, Director Of Municipal Services</u>	
Date:	<u>5/23/2010</u>	
Function	Update all Town owned facilities in order to become more energy efficient. Provide and maintain a safe clean environment for all visitors and residents of Lauderdale-By-The-Sea to enjoy	
Objectives:	Maintain all public buildings to the public satisfaction. Maintain a safe environment by identifying any safety issues and make all necessary repairs. Update Town's plumbing fixtures to lower water consumption.	
Achievements:	Completed the renovation of the Public Safety Complex. Supervised the installation of awning at Fire House. Replace and added hurricane shutters	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
OPERATING			
Note: Utility cost for the Chamber of Commerce are in that budget. Utility costs associated with streets and irrigation are budgeted at the departmental level.			
340	SEWER/WASTEWATER - For all public buildings (Town Hall, Jarvis Hall, Public Works, Town Hall Annex, PSC) Estimated monthly \$ 720.75	\$8,525	\$8,649
410	COMMUNICATION SERVICE - For all public buildings Estimated monthly \$ 2,666, plus 6 satellite phones @ \$500	\$44,887	\$34,992
430	ELECTRIC SERVICE - For all public buildings (Town Hall, Jarvis Hall, Public Works, Town Hall, PSC). Estimated monthly \$4,848.35	\$70,611	\$58,181
431	WATER SERVICE - For public buildings. (Town Hall, Jarvis Hall, Public Works Garage, Town Hall, PSC). and Portals - Estimated monthly \$1,925.58	\$14,807	\$21,000
460	EQUIPMENT MAINTENANCE - repairs to air conditioning units, plumbing, generators, appliances, sound/recording system, televising, lighting systems & phone closet	\$31,488	\$16,488
462	FUEL - 4 generators @ \$1,000	\$4,000	\$3,000
463	SERVICE MAINTENANCE - building maintenance agreements Town Hall, Jarvis Hall & Public Works/Garage, Public Safety Bldgs. Pest control 3,184 Phone system 3,585 ADT system 62 Generators- (1) 45kw @ \$625 & (3) 150kw @ 838.25 3,142 33 A/C units @ \$5,846.40 - 487.20 monthly 5,846 subtotal \$ 15,819	\$16,137	\$16,137
497	CONTINGENCY	\$10,000	\$0

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT		Amended Budget FY 2009-2010	MANAGER RECOMMEND
520	MAINTENANCE MATERIALS - supplies needed for the daily cleaning and maintenance of all public buildings, paper goods, miscellaneous building materials - \$22,186		\$33,279	\$40,000
550	OPERATING SUPPLIES - Miscellaneous operating purchases		\$6,339	\$6,339
	CAPITAL OUTLAY			
640	EQUIPMENT & MACHINERY -		\$11,200	
	BUILDING IMPROVEMENTS			\$27,780
	Paint Public Safety Complex	\$ 12,780		
	Improve energy efficiencies and make highest priority repairs	\$ 25,000		
	Total Proposed Budget Request		\$251,273	\$232,566
			from Adopted	\$ (18,707.00)
				-7.4%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 541 - MUNICIPAL SERVICES

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	317,910	387,083	388,935	237,604	388,989
OVERTIME SALARY	2,742	5,000	5,000	2,053	5,000
FICA	24,295	29,995	30,136	17,818	30,141
RETIREMENT	28,650	38,621	38,803	23,621	42,433
GROUP INSURANCE	53,281	59,476	72,810	47,052	80,091
UNEMPLOYMENT COMP	559	-	-	-	-
SUBTOTAL	427,437	520,175	535,684	328,148	546,654
OTHER SERVICES					
PROFESSIONAL CONSULTANTS	2,578	3,000	3,000	1,750	3,000
W/C PROFESSIONAL TEST	170	450	450	45	450
COMMUNICATIONS	1,415	1,500	2,280	1,262	2,280
WATER SERVICE	27,380	51,305	38,696	20,549	38,696
ELECTRIC SERVICE-STREETS	31,092	51,365	48,513	27,905	48,513
EQUIPMENT RENTAL/LEASE	1,364	3,000	3,000	532	3,000
EQUIPMENT MAINTENANCE	20,578	24,383	15,000	1,027	10,000
VEHICLE MAINTENANCE	3,662	5,000	5,000	588	5,000
FUEL	17,052	22,070	20,000	4,997	15,000
SERVICE MAINTENANCE CONTRACT	1,440	1,512	-	-	-
RADIO MAINTENANCE	-	300	300	-	300
CONTINGENCY	-	10,000	10,000	-	-
STORMWATER DRAIN OUTFALL MAIN/RE	-	82,000	130,000	49,898	130,000
EMERGENCY-STORM RECOV/CLEANUP	-	-	-	-	-
TW PAVING MAIN REPAIR	-	28,000	25,000	-	-
POSTAGE	229	315	315	1	315
OFFICE SUPPLIES	1,582	1,408	1,408	292	1,408
UNIFORMS	3,498	3,035	3,036	1,814	3,036
STREET LIGHTS MAINTENANCE	8,223	12,632	12,632	4,788	12,632
STREET MAINTANCE / SUPPLIES	8,687	12,861	12,861	3,712	35,000
SIDEWALK MAINTANCE & REPAIR	40,330	40,000	40,000	19,700	40,000
SIGNS	12,926	22,209	23,309	7,538	11,309
FLAGS	-	3,600	3,600	2,174	3,600
DUES & SUBSCRIPTIONS	720	1,162	874	282	904
TRAINING AND TRAVEL	(25)	1,500	2,277	2,277	2,750
OPERATING SUPPLIES/MISC	8,314	9,011	8,929	6,357	10,000
SUBTOTAL	191,215	391,618	410,480	157,488	377,193
CAPITAL OUTLAY - M/E	21,137	5,000	5,000	-	15,000
CAPITAL OUTLAY - VEHICLES	165,375	-	-	-	-
SUBTOTAL	186,512	5,000	5,000	-	15,000
TOTAL DEPT 541	805,164	916,793	951,164	485,636	938,847

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

Dept. Name:	Municipal Services	<h1>541</h1>
Submitted By:	Don Prince, Director Of Municipal Services	
Date:	5/23/2010	
Function:	To maintain the Town's infrastructure by making repairs to roads and street/lights. Maintain the town's vehicle fleet to ensure safe operation	
Objectives:	Make necessary repairs to streets, sidewalks, streetlights and drainage. To provide proper maintenance to vehicles and equipment. Ensure that all employees as well as contractors adhere to safety policies.	
Achievements:	Replaced Hibiscus Force Main and installed new exfiltration drainage. Changed Dias lighting to energy efficient LED lighting. Managed all Public Buildings in a safe clean manner. Renovated hotel into ADA compliant Public Safety Complex.	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
120	SALARIES - Salaries for personnel	\$388,935	\$388,989
140	OVERTIME - for emergency situations	\$5,000	\$5,000
210	FICA: Social Security 6.20% + Medicare 1.45%	\$30,136	\$30,141
220	RETIREMENT - 10.77% contribution to Florida Retirement System	\$38,803	\$42,433
230	GROUP INSURANCE: (approx. 10% increase)	\$72,810	\$80,091
OPERATING			
315	PROFESSIONAL CONSULTANTS - Town Engineering Services	\$3,000	\$3,000
344	PROFESSIONAL TESTING: drug testing	\$450	\$450
410	COMMUNICATIONS - Cellular and pager service for four Estimated monthly \$190.	\$2,280	\$2,280
431	WATER SERVICE - Water for Town street & irrigation systems. Estimated monthly \$ 3,224.66	\$38,696	\$38,696
433	ELECTRIC SERVICE - Electricity for Town Street Lights and irrigation systems. Estimated monthly \$4,042.75	\$48,513	\$48,513
445	EQUIPMENT RENTAL - Rental of miscellaneous equipment / i.e., asphalt rollers, compactors, jack-hammers, ice-machine, barricades, hole saw, etc.	\$3,000	\$3,000
460	EQUIPMENT MAINTENANCE - Maintenance of all equipment in the public works department (generators, bobcat, golf cart, pressure washer, chipper, chain saws, and misc. equipment)	\$15,000	\$10,000
461	VEHICLE MAINTENANCE - maintain seven vehicles	\$5,000	\$5,000
462	FUEL - Fuel for vehicles and equipment	\$20,000	\$15,000
470	RADIO MAINTENANCE - radio repairs	\$300	\$300
497	CONTINGENCY	\$10,000	
498	STORM DRAIN OUTFALL REHABILITATION/MAINTENANCE (NPES) TeleVac \$80,000 Annual P.O. \$50,000 for highest priority drainage fixes	\$130,000	\$130,000

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 542 - COMMUNITY STANDARDS

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	224,054	274,545	265,125	165,799	228,627
OVERTIME SALARY	2,090	5,000	5,000	1,394	5,000
FICA	17,161	21,386	20,665	12,573	18,047
RETIREMENT	27,798	30,163	29,200	18,178	25,408
GROUP INSURANCE	30,498	34,898	36,874	20,478	28,000
SUBTOTAL	301,601	365,992	356,864	218,422	305,082
OTHER SERVICES					
PROFESSIONAL CONSULTANTS	13,811	27,402	5,000	-	5,000
W/C PROFESSIONAL TEST	80	200	200	-	200
CONTRACTUAL SERVICES	29,752	43,688	38,428	22,934	70,338
COMMUNICATIONS	1,143	1,380	993	630	993
EQUIPMENT RENTAL/LEASE	425	1,575	1,000	510	1,000
EQUIPMENT MAINTENANCE	4,681	4,725	10,650	6,356	10,650
VEHICLE MAINTENANCE	1,332	3,675	3,675	188	3,675
FUEL	4,958	4,825	5,230	3,106	5,230
SERVICE MAINTENANCE AGREEMENT-SWEEPER			1,512	1,440	1,512
RADIO MAINTENANCE	-	250	250	-	250
OFFICE SUPPLIES	502	539	539	-	539
UNIFORMS	1,975	2,102	2,388	1,300	2,388
STREET MAINT/SUPPLIES	152	1,080	-	-	-
LANDSCAPING/GROUND MAINT	62,410	78,020	65,000	29,931	36,000
DUES & MEMBERSHIPS	110	750	125	-	125
TRAINING	320	1,175	1,175	943	1,175
OPERATING SUPPLIES/MISC	10,197	6,118	500	274	500
SUBTOTAL	131,848	177,504	136,665	67,612	139,575
CAPITAL OUTLAY	12,261	5,000	5,000	3,744	5,000
SUBTOTAL	12,261	5,000	5,000	3,744	5,000
TOTAL DEPT 542	445,710	548,496	498,529	289,778	449,657

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

Depart. Name: Community Standards **542**
 Submitted By: Don Prince, Director Of Municipal Services
 Date: 5/23/2010

Function: To provide a safe, clean, well maintained appearance of the Town's public property.

Objectives: To beautify the town's property through landscaping and a manicured lawn.

Achievements: Maintained all Town properties, started making mulch using tree trimmings, replaced Royal Palm on Commercial Blvd, took over maintaining Sea Grape and Pavilion from contractors.

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
120	SALARIES - Salaries for personnel	\$ 265,125	\$ 228,627
140	OVERTIME - The cost of overtime incurred for emergency situations such as water leaks, storm clean-up, special events, etc.	\$ 5,000	\$ 5,000
210	FICA - Town's share of Social Security 6.20% and Medicare 1.45%	\$ 20,665	\$ 18,047
220	RETIREMENT - Contribution to the Florida Retirement System Regular Class - 10.77%	\$ 29,200	\$ 25,408
230	GROUP INSURANCE - (approx. 10% increase)	\$ 36,874	\$ 28,000
OPERATING			
315	PROFESSIONAL CONSULTANTS - Landscape Architect, Engineer and Planner	\$ 5,000	\$ 5,000
344	PROFESSIONAL TESTING: drug screening	\$ 200	\$ 200
345	CONTRACTUAL SERVICE -	\$ 38,428	\$ 70,338
	Southern Sweeping: 13.2 miles twice per wks @ \$27/mile *52 wks	\$38,470	
	Greenhaven - El Mar \$9,450 (\$315 a cut/service X 30 times a year)	\$9,450	
	Lawn Logic : Hurricane Tree Trimming approx. 878 trees @ \$20 per tree	\$17,560	
	King Tree: approx. 347 trees trimmed @ \$ 7 per 2 times a year	\$4,858	
410	COMMUNICATIONS - Cellular and pager service for two Estimated monthly \$ 82.73	\$ 993	\$ 993
445	EQUIPMENT RENTAL - Equipment needed for projects.	\$ 1,000	\$ 1,000
460	EQUIPMENT MAINTENANCE - Maintenance of all equipment in the community standards dept (pumps, lawn mowers, weed eaters, chain saws, sweeper and misc. equipment)	\$ 10,650	\$ 10,650
461	VEHICLE MAINTENANCE - maintain four vehicles	\$ 3,675	\$ 3,675
462	FUEL - Fuel & Diesel for vehicles and equipment Fuel = \$ 3,230 Diesel = \$2,000	\$ 5,230	\$ 5,230
463	SERVICE MAINTENANCE CONTRACTS - Sweeper	\$ 1,512	\$ 1,512
470	RADIO MAINTENANCE - radio repairs	\$ 250	\$ 250
510	OFFICE SUPPLIES -	\$ 539	\$ 539

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
525	UNIFORM EXPENSE - maintenance and replacement @ \$199	\$ 2,388	\$ 2,388
531	GROUNDS MAINTENANCE/LANDSCAPING - Landscape & Materials, Irrigation parts, Mulch and Misc. Supplies	\$ 65,000	\$ 36,000
540	DUES AND SUBSCRIPTION American Public Works Association	\$ 125	\$ 125
545	TRAVEL AND TRAINING - Fort Lauderdale Hurricane Conference - \$175 Staff Seminars - Safety or Hurricane Workshops - \$500 Water Management or Community Standards Workshops - \$500	\$ 1,175	\$ 1,175
550	OPERATING SUPPLIES - Miscellaneous operating purchases. Safety Vest, Gloves, Glasses, Paper, Ink, Barricades, Cones, Earplugs	\$ 500	\$ 500
	CAPITAL OUTLAY -		
640	EQUIPMENT & MACHINERY -	\$ 5,000	\$ 5,000
	Total Proposed Budget Request	\$ 498,529	\$ 449,657

-\$48,872
-10%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 545 - PARKING SYSTEM

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
PERSONNEL SERVICES					
SALARIES	83,533	101,828	94,631	39,746	110,859
OVERTIME SALARIES	899	553	553	-	553
FICA	6,280	7,833	7,282	3,047	8,524
RETIREMENT	8,512	10,085	9,376	3,938	11,999
GROUP INSURANCE	11,269	13,901	14,920	5,997	16,412
SUBTOTAL	110,493	134,200	126,762	52,728	148,347
OTHER SERVICES					
PROFESSIONAL CONSULTANTS	15,849	22,030	22,632	10,355	22,632
W/C PROFESSIONAL TEST	45	250	150	-	150
CONTRACTUAL SERVICES	670	2,700	1,764	835	1,764
COMMUNICATION SERVICE	342	1,217	1,598	1,079	1,703
EQUIP. RENTAL/LEASE	2,204	4,800	3,314	1,857	3,314
EQUIP. MAINTENANCE	251	1,880	1,880	157	1,000
VEHICLE MAINTENANCE	2,546	1,938	1,500	297	1,500
FUEL	4,994	4,541	2,499	704	1,500
SERVICE MAINTENANCE CONTRACTS	-	1,280	2,400	1,600	2,400
PRINTING & BINDING	1,029	1,875	1,875	-	1,875
POSTAGE	338	428	428	54	900
OFFICE SUPPLIES	455	400	400	-	400
COMPUTER EXPENSE	1,089	666	600	86	-
BUILDING MAINTENANCE	-	-	-	-	-
UNIFORMS	291	437	437	271	437
TRAINING	-	500	500	-	500
OPERATING SUPPLIES	2,083	2,816	2,500	1,840	2,500
SUBTOTAL	32,186	47,758	44,477	19,135	42,575
CAPITAL OUTLAY	11,131	4,084	2,000	-	2,000
SUBTOTAL	11,131	4,084	2,000	-	2,000
TOTAL DEPT 545	153,810	186,042	173,239	71,863	192,922

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

Depart. Name:	Parking	545
Submitted By:	<u>Joan Garrett, Parking Enforcement Supervisor</u>	
Date:	<u>6/13/2010</u>	
Function:	<u>To effectively enforce parking ordinances throughout the Town. To maintain the Town's 437 parking meters calibrated and in good working order.</u>	
Objectives:	<u>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 downtown area to assist visitors and residents to deter crime. Equip parking personnel with the latest technology in an effort to become more time efficient. Maintain all parking meters to assure proper working order. Collect parking revenue three times per week. Maintain all parking meters are in good working order.</u>	
Achievements:	<u>Began operating the multi-space meters at the El Prado Parking Lot. Increased parking enforcement by completing monthly studies and changes in assignments to meet demands.</u>	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
120	SALARIES - Salaries for personnel	\$94,631	\$110,859
140	OVERTIME -	\$553	\$553
210	FICA - Town's share of Social Security 6.2% and Medicare 1.45%	\$7,282	\$8,524
220	RETIREMENT - Contribution to the Florida Retirement System Regular Class - 10.77%	\$9,376	\$11,999
230	GROUP INSURANCE - (approx. 10% increase)	\$14,920	\$16,412
OPERATING			
316	PROFESSIONAL CONSULTANTS - Magistrate-Parking Hearings and Enforcement Technology- Fine Processes - \$1,886 Mo. Ave	\$22,632	\$22,632
344	PROFESSIONAL TESTING - Random & New Hire Free Workplace Policy. 3 @ \$50.00	\$150	\$150
345	CONTRACTUAL SERVICES - Meter Coin Pick Up & El Prado Pay & Display	\$1,764	\$1,764
410	COMMUNICATIONS - 1 Cellular Phones - 2 Modems Estimated Monthly- \$ 141.97	\$1,598	\$1,703
445	EQUIPMENT RENT/ LEASE - Replace and Upgrade handheld AutoCite. \$276.15 @ mo	\$3,314	\$3,314
460	EQUIPMENT MAINTENANCE - Meters	\$1,880	\$1,000
461	VEHICLE MAINTENANCE - Two Vehicles	\$1,500	\$1,500
462	FUEL - 2 Vehicles @ \$125 monthly	\$2,499	\$1,500
463	SERVICE AGREEMENTS - 2 Pay & Display Meters @ \$1,200	\$2,400	\$2,400
506	PRINTING & BINDING - Printing costs for forms, citations, envelopes.	\$1,875	\$1,875
508	POSTAGE -	\$428	\$900

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
510	OFFICE SUPPLIES - Miscellaneous office supplies	\$400	\$400
511	COMPUTER EXPENSE -	\$600	
525	UNIFORMS-	\$437	\$437
545	TRAINING -	\$500	\$500
550	OPERATING SUPPLIES - Film, operational supplies and equipment.	\$2,500	\$2,500
	CAPITAL OUTLAY -		
640	Equipment & Machinery	\$2,000	\$2,000
	Total Proposed Budget Request	\$173,239	\$192,922

Net Change from FY Bgt	\$19,683
From FY10 Budget	11.4%
Revenue	\$283,095
Net to the General Fund	\$90,173

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 572 - RECREATION

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
OTHER SERVICES					
SEWER/WASTEWATER	155	185	228	79	-
COMMUNITY CENTER	57,750	58,138	91,750	52,709	60,000
CHILDRENS/SENIOR ACTIVITIES	-	60,000	-	-	-
CONTRACTUAL SERVICES	12,000	5,000	7,500	-	15,000
RECREATIONAL PROGRAMS	-	-	-	-	20,000
COMMUNICATIONS	952	1,307	1,446	616	1,109
ELECTRIC SERVICE	3,247	5,179	2,392	2,132	3,510
WATER SERVICE	110	136	184	75	-
LIABILITY INSURANCE	1,359	1,697	1,697	595	1,697
EQUIPMENT MAINTENANCE	16,500	3,150	3,150	1,782	3,150
SPECIAL EVENTS	125,362	141,173	64,000	15,402	64,000
COMPUTER EXPENSE	-	525	250	-	-
OFFICE SUPPLIES	464	525	525	-	525
BLDG. MAINT.AND MATERIALS	1,557	2,000	2,342	199	2,500
DUES & SUBSCRIPTIONS	-	350	350	-	-
OPERATING SUPPLIES	1,889	5,953	6,111	5,639	5,953
PARK MAINTENANCE & SUPPLIES	-	-	-	-	-
SUBTOTAL	221,345	285,318	181,925	79,228	177,444
CAPITAL OUTLAY	12,301	-	-	-	5,000
SUBTOTAL	12,301	-	-	-	5,000
TOTAL DEPT 572	233,646	285,318	181,925	79,228	182,444

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

Depart. Name: Recreation
Submitted By: Don Prince, Director Of Municipal Services
Date: 5/23/2010

572

Goals: To provide a safe, clean, accessible and durable recreational facility for residents and visitors of the Town. Provide and ensure playgrounds are safe for a child to use. Provide community recreation for all programs for all residents and visitors alot.

Objectives: Provide safe clean recreational for all to enjoy.

Achievements: Replaced metal benches with recycled plastic benches. Replaced tennis court gate, repaired broken lights and

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT		Amended Budget FY 2009-2010	MANAGER RECOMMEND
	OPERATING			
340	SEWER/WASTEWATER - Moved to 539 - \$124		\$228	\$0
342	CONTRACTUAL SERVICES COMMUNITY CENTER Arnilio Bien-Aime Monthly Invoice - \$ 4,812.50		\$57,750	\$60,000
345	CONTRACTUAL SERVICES		\$34,000	\$15,000
	Performing Arts Program	\$8,000		
	TBD	\$7,000		
347	RECREATION PROGRAMS		\$7,500	\$20,000
	Expansion of programs			
410	COMMUNICATIONS - Phone and computer lines @\$92.40 per month		\$1,446	\$1,109
430	ELECTRIC SERVICE - Friedt Park, Tennis, Soccer & Basketball Courts and charge allocated to senior center for grant Estimated monthly \$ 292.45		\$2,392	\$3,510
431	WATER SERVICE - Budgeted in 539, Public Buildings - \$128		\$184	\$0
451	LIABILITY INSURANCE - Liability insurance allocated to senior		\$1,697	\$1,697
460	EQUIPMENT MAINTENANCE - Maintenance of recreation equipment in Friedt Park, Washingtonia and Melvin I. Anglin Courtyard (restrooms, benches, basketball, tennis courts, flag poles & lighting repairs).		\$3,150	\$3,150
495	SPECIAL EVENTS - Contractual personnel, equipment, and supplies associated with special events. See detail below.		\$64,000	\$64,000
	Halloween	\$ 4,000		
	July 4th	\$ 40,000		
	Christmas By The Sea	\$ 5,000		
	Easter	\$ 3,000		
	Misc. Special Events & Entertainment	\$ 12,000		
510	OFFICE SUPPLIES - Community Center		\$525	\$525
511	COMPUTER EXPENSE - Budgeted in 519 - \$250		\$250	\$0
520	MAINTENANCE MATERIALS - Materials and supplies needed for park, tennis & basketball court, soccer field and swimming pool. Pool Maintenance Supplies and Inspection - \$1,000.		\$2,500	\$2,500

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT		Amended Budget FY 2009-2010	MANAGER RECOMMEND
540	DUES & SUBSCRIPTIONS		\$350	
	ASCAP (ATM)			
550	OPERATING SUPPLIES -\$2,500.00 is for activities(senior, swimming, tennis), doggie bags, Tennis Court Keys, Park Benches		\$5,953	\$5,953
	CAPITAL OUTLAY -			
640	EQUIPMENT & MACHINERY - 5 Computers & software for Community Center		\$5,000	\$5,000
	Total		\$181,925	\$182,444

from Adopted \$519
 0.3%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 572.100 - BEACH

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
OTHER SERVICES					
BEACH MAINTENANCE	157,971	162,720	162,720	108,474	162,720
EQUIPMENT RENTAL/LEASE	-	1,500	-	-	-
EQUIPMENT MAINTENANCE	10,729	3,000	3,000	1,730	5,000
FUEL	-	-	1,000	-	1,000
BUOY MAINTENANCE	5,870	6,000	14,000	-	7,000
BLDG. MAINT MATERIALS	-	6,000	9,000	4,812	7,000
DUES/MEMBERSHIPS	-	368	-	-	-
TRAINING	-	500	-	-	-
OPERATING SUPPLIES/MISC	1,682	4,000	4,000	1,950	4,000
SUBTOTAL	176,252	184,088	193,720	116,966	186,720
TOTAL DEPT 572.100	176,252	184,088	193,720	116,966	186,720

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

Depart. Name:	Beach	572.100
Submitted By:	<u>Don Prince, Director Of Municipal Services</u>	
Date:	<u>5/23/2010</u>	
Goal:	<u>To maintain a safe clean beach for all to enjoy.</u>	
Objectives:	<u>Coordinate the professional services for the purpose of cleaning and sanitizing town beach. Coordinate with staff to keep the beach, portals and pavilion clean. Repair and maintain bouys.</u>	
Achievements:	<u>Intalled shields on streetlights for public safety and to create a better environment for nesting turtles. Installed amber LED lighting at the Pavilion.</u>	

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Budget FY 2009-2010	MANAGER RECOMMEND
	OPERATING		
343	BEACH MAINTENANCE - Contractor costs to sanitize and rake the Town's beaches. Beach Raker \$ 13,560/mo.	\$162,720	\$162,720
460	EQUIPMENT MAINTENANCE - Repairs beach equipment -front end loader, light ballast, fixtures and \$2,000 for shower replacement parts.	\$3,000	\$5,000
462	FUEL - Diesel for tractor	\$1,000	\$1,000
469	BUOY MAINTENANCE - Maintain the swim buoys in the safe swim area.	\$14,000	\$7,000
xxx	REEF MAINTENANCE - In the future, 4 anchors @ \$2,000 each for the reef project		
520	BUILDING MAINTENANCE MATERIALS Miscellaneous Maintenance and Supplies Portals - Pine, Washingtonia, Datura, Hibiscus, Palm and Commercial Pavilion - @ \$ 1,000 ea. -paint portals.	\$9,000	\$7,000
550	OPERATING SUPPLIES - Miscellaneous operating purchases. Paint, Signs, Trash Cans, Recycle Containers, etc.	\$4,000	\$4,000
	CAPITAL OUTLAY -		
640	EQUIPMENT & MACHINERY Replacement of (1) shower - @ \$2,000		
	Total	\$193,720	\$186,720

from Adopted -\$7,000
-4%

**TOWN OF LAUDERDALE-BY-THE-SEA
BUDGET
FISCAL YEAR: 2010-2011**

FUND: 001 - GENERAL FUND
DEPT: 581.100 - INTERFUND TRANSFERS

OBJECT OF EXPENDITURE	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 AMENDED	FY 2009/10 YTD 5/31/2010	FY 2010/11 PROPOSED
INTERFUND TRANSFERS					
TRANSFER TO WATER SEWER	-	-	-		
TRANSFER TO STORMWATER	312,891	-	-		
TRANSFER TO PARKING	-	-	-		
TRANSFER TO CAPITAL	4,653,502	2,199,599	1,615,756	1,615,756	1,250,000
SUBTOTAL	4,966,393	2,199,599	1,615,756	1,615,756	1,250,000
TOTAL DEPT 581	4,966,393	2,199,599	1,615,756	1,615,756	1,250,000

**TOWN OF LAUDERDALE BY THE SEA
FISCAL YEAR 2010/2011
BUDGET**

FUND 101: LAW ENFORCEMENT TRUST

OBJECT	FY 2008/2009 ACTUAL	FY 2009/2010 AMENDED	FY 2009/2010 YTD 5/31/2010	FY 2010/2011 PROPOSED
RESOURCES AVAILABLE				
CARRYFORWARD BALANCE	2,365	149,769	-	9,136
CONFISCATIONS	-	-	-	
INTEREST EARNED	13,462	552	521	864
MISCELLANEOUS REVENUE	-	-	-	-
TOTAL RESOURCES AVAILABLE	15,827	150,321	521	10,000
RESOURCES ALLOCATED				
OPERATING SUPPLIES/MISC.	-	-		
CAPITAL OUTLAY				
BUILDING IMPROVEMENT	-	150,321	70,989	10,000
MACHINERY & EQUIPMENT	15,827	-	-	
TOTAL RESOURCES ALLOCATED	15,827	150,321	70,989	10,000

TOWN OF LAUDERDALE BY THE SEA FISCAL YEAR 2010/2011 BUDGET

POLICE LAW TRAINING

OBJECT	FY 2007/2008 ACTUAL	FY 2008/2009 ACTUAL	FY 2009/2010 AMENDED	FY 2009/2010 YTD 5/31/2010	FY 2010/2011 PROPOSED
RESOURCES AVAILABLE					
CARRYFORWARD BALANCE	1,256	1,200	1,470	-	1,484
INTEREST EARNED	244	300	30	15	16
TOTAL RESOURCES AVAILABLE	1,500	1,500	1,500	15	1,500
RESOURCES ALLOCATED					
MANDATORY TRAINING	1,500	1,500	1,500	1,500	1,500
TOTAL RESOURCES ALLOCATED	1,500	1,500	1,500	1,500	1,500

TOWN OF LAUDERDALE BY THE SEA FISCAL YEAR 2010/2011 BUDGET

FUND 103: SEWER ENTERPRISE

OBJECT	FY 2007/2008 ACTUAL	FY 2008/2009 ACTUAL	FY 2009/2010 AMENDED	FY 2009/2010 YTD 5/31/2010	FY 2010/2011 PROPOSED
RESOURCES AVAILABLE					
CARRYFORWARD BALANCE	-	188,982	142,084	162,155	339,395
REVENUES:					
INTEREST EARNINGS	41,744	29,795	7,000	4,249	6,000
SEWER SERVICE FEES	1,096,596	1,018,118	1,074,282	902,000	900,000
SEWER PENALTIES	2,062	-	1,033	-	1,300
TOTAL REVENUE	1,140,402	1,047,913	1,082,315	906,249	907,300
TOTAL RESOURCES AVAILABLE	1,140,402	1,236,895	1,224,399	1,068,404	1,246,695
PERSONNEL SERVICES					
SALARIES	31,837	48,631	50,304	32,102	50,304
OVERTIME	-	-	-	-	-
FICA	2,435	3,721	3,849	2,456	3,849
RETIREMENT	3,136	4,791	4,955	3,162	4,955
GROUP INSURANCE	5,538	9,644	9,587	4,786	9,587
TOTAL PERSONNEL SERVICE	42,946	66,787	68,695	42,506	68,695
OPERATING EXPENSES					
PROFESSIONAL CONSULTANTS	30,014	15,000	26,227	7,376	50,000
SEWER/WASTEWATER	815,493	928,329	900,244	577,588	870,000
UTILITIES	14,150	15,179	15,179	9,241	14,000
LIABILITY INSURANCE	6,009	6,732	6,419	5,579	7,000
WORKERS COMPENSATION INSURANCE	3,440	6,161	6,322	4,044	7,000
SEWER LINE MAINTENANCE / REPAIRS	22,150	70,000	70,000	66,502	80,000
PUMP STATION MAINTENANCE / TELEMETRY	22,308	38,293	33,000	12,450	25,000
CONTINGENCY	-	-	15,000	-	15,000
PRINTING & BINDING	-	500	500	-	-
POSTAGE	-	250	250	-	-
OPERATING SUPPLIES/MISC.	1,340	2,500	2,000	424	2,000
DEPRECIATION	50,016	62,164	55,563	-	58,000
TOTAL OPERATING EXPENSE	964,920	1,145,108	1,130,704	683,204	1,128,000
CAPITAL OUTLAY					
SEAGRAPE-PUMP STATION	20,373	-	-	-	-
EMERGENCY SEWER REPLACE/MAJOR REPAIR	67,234	25,000	25,000	-	50,000
TOTAL CAPITAL OUTLAY	87,607	25,000	25,000	-	50,000
Fund Balance					
RESERVE	44,929	-	-	-	-
Total Fund Balance	44,929	-	-	-	-
TOTAL RESOURCES ALLOCATED	1,140,402	1,236,895	1,224,399	725,710	1,246,695

**TOWN OF LAUDERDALE BY THE SEA
FISCAL YEAR 2010/2011 BUDGET
FUND 310: PARKING SYSTEM**

OBJECT	FY 2008/2009 ACTUAL	FY 2009/2010 AMENDED	FY 2010 Projected	FY2010/2011 PROPOSED
RESOURCES AVAILABLE			Note: control number 236,166	64,193
CARRYFORWARD BALANCE	0	21,449	171,973	64,193
REVENUES:				
INTEREST EARNINGS	7,669	1,250	450	450
BUSINESS DISTRICT METERS	281,552	285,571	195,000	195,000
COMMERCIAL BLVD. METERS	5,970	9,992	18,000	18,000
EL MAR SURFACE PARKING LOT	67,094	60,874	56,000	56,000
BOUGAINVILLEA SURFACE PARKING LOT	36,463	33,198	22,000	22,000
PARKING PERMITS	33,033	33,033	33,031	33,031
PARKING FINES	120,762	124,198	46,000	46,000
PARKING METER RATE INCREASE				66,856
TOTAL REVENUES:	552,543	548,116	370,481	437,337
TOTAL TRANSFERS IN:	0	0	0	0
TOTAL RESOURCES AVAILABLE	552,543	569,565	542,454	501,530
RESOURCES ALLOCATED				
DEBT PAYMENTS:				
DEBT SERVICE-PRINCIPAL	102,088	102,088	102,088	102,088
DEBT SERVICE-INTEREST	75,051	75,051	75,051	75,051
TOTAL DEBT SERVICE	177,139	177,139	177,139	177,139
INTERFUND TRANSFERS				
TRANSFER TO GENERAL FUND	165,645	165,645	165,645	107,340
TOTAL INTERFUND TRANSFERS	165,645	165,645	165,645	107,340
PERSONNEL SERVICES				
SALARIES	76,856	87,553	87,553	78,557
OVERTIME SALARIES	0	0	0	0
FICA	5,880	6,698	6,698	6,010
RETIREMENT	7,571	8,624	8,624	8,461
GROUP INSURANCE	16,492	20,671	20,671	22,000
TOTAL PERSONNEL SERVICES	106,799	123,546	123,546	115,028
OTHER SERVICES				
PROFESSIONAL CONSULTANTS	20,000	22,298	10,000	16,000
WORKER COMP-PROFESSIONAL TESTING	150	150	150	150
CONTRACTUAL SERVICES	9,162	6,150	4,500	4,800
COMMUNICATIONS	428	2,182	400	400
ELECTRIC SERVICE	2,303	4,098	3,500	3,200
WATER SERVICE	3,222	4,997	3,600	3,000
EQUIPMENT RENTAL/LEASE	4,800	5,687	1,200	1,200
PARKING METER MAINTENANCE	1,752	1,752	1,000	1,000
PARKING LOT MAINTENANCE	1,000	1,000	1,000	750
GENERAL LIABILITY INSURANCE	250	275	275	275
WORKERS COMPENSATION INSURANCE	4,801	4,104	4,100	4,104
EQUIPMENT LIGHT MAINTENANCE	1,000	1,000	1,000	600
VEHICLE MAINTENANCE	1,000	1,000	500	1,000
FUEL	1,895	3,033	3,000	3,000
SERVICE MAINTENANCE CONTRACTS	1,274	990	1,000	990
CONTINGENCY	5,988	4,374	4,000	5,000

**TOWN OF LAUDERDALE BY THE SEA
FISCAL YEAR 2010/2011 BUDGET
FUND 310: PARKING SYSTEM**

OBJECT	FY 2008/2009 ACTUAL	FY 2009/2010 AMENDED	FY 2010 Projected	FY2010/2011 PROPOSED
PRINTING & BINDING	580	580	500	150
POSTAGE	116	116	200	120
OFFICE SUPPLIES	650	0	0	
UNIFORMS	623	623	623	623
PARKING METER PARTS-SUPPLIES	1,500	9,800	11,000	5,000
TRAINING	250	250	500	250
OPERATING SUPPLIES	7,934	5,000	2,000	2,500
DEPRECIATION	22,282	12,076	12,076	12,911
TOTAL OPERATING EXPENSE	92,960	91,535	66,124	67,023
CAPITAL OUTLAY				
Cap Other than bldg				15,000
MACHINERY & EQUIPMENT	10,000	11,700	10,000	20,000
TOTAL CAPITAL OUTLAY	10,000	11,700	10,000	35,000
Fund Balance	-			
RESERVE	-	0	0	0
Undesignated Fund Balance	236,166			
Total Fund Balance	236,166	0	0	0
TOTAL RESOURCES ALLOCATED	788,709	569,565	542,454	501,530
				-\$68,035
				-12%

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

Depart. Name:	Fund 310: Parking System	310
Submitted By:	Joan Garrett, Parking Enforcement Supervisor	
Date:	7/23/2010	
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 2011 Goals:	<ol style="list-style-type: none"> 1. Conduct an Operational study of the Parking System to identify needed improvements such as signage rates, and meter replacement schedules. 2. Evaluate the Parking Code and propose revises to the Town Commission. 	

Fiscal Year 2010 - 2011			
ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Bgt FY 2010	MANAGER RECOMMEND
PERSONNEL SERVICES			
120	SALARIES		
	Parking Technician .75	\$87,553	\$78,557
	Parking Enforcement Officer .75		
	Office Specialist .25		
140	OVERTIME -		
210	FICA - Town's share of Social Security 6.2% and Medicare 1.45%	\$6,698	\$6,010
220	RETIREMENT @ 10.77%	\$8,624	\$8,461
230	GROUP INSURANCE - (approx. 10% increase)	\$20,671	\$22,000
	Total Personnel Services	\$123,546	\$115,028
OPERATING			
316	PROFESSIONAL SERVICES	\$22,298	\$16,000
	Parking System Study: \$10000		
	Technology- Fine Processes @ \$490 per month * 12 = \$5,880 = \$6000		
344	PROFESSIONAL TESTING - Random & New Hire 3 @\$50	\$150	\$150
345	CONTRACTUAL SERVICES- Meter Coin Pick Up	\$6,150	\$4,800
410	COMMUNICATIONS: 1 Cell \$25 Monthly x 12 = \$300	\$2,182	\$400
430	Electric Service	\$4,098	\$3,200
431	Water Service	\$4,997	\$3,000
445	EQUIPMENT RENT/ LEASE	\$5,687	\$1,200
	AutoCite. @ \$ mo x 12 =		
447	Parking Meter Maintenance	\$1,752	\$1,000
449	Parking Lot Maintenance	\$1,000	\$750
451	General Liability Insurance	\$275	\$275
452	Workers Comp Insurance	\$4,104	\$4,104
460	EQUIPMENT MAINTENANCE - Meters	\$1,000	\$600
461	VEHICLE MAINTENANCE- Vehicles	\$1,000	\$1,000
462	FUEL - 2 Vehicles @ \$125 monthly x 12 = \$	\$3,033	\$3,000
463	SERVICE MAINTENANCE AGREEMENTS-	\$990	\$990
	El Mar Lot: 1 Pay & Display Meters @ \$ per year		
	Bougainvilla Lot: 3 Multi Space Meter @ \$ per year		
497	CONTINGENCY	\$4,374	\$5,000
506	PRINTING & BINDING	\$580	\$150
508	POSTAGE	\$116	\$120
510	OFFICE SUPPLIES - Miscellaneous office supplies		
511	COMPUTER EXPENSE - Budgeted in 519 - \$600		

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

ACCT NO.	DESCRIPTION OF ITEMS PURCHASED IN ACCOUNT	Amended Bgt FY 2010	MANAGER RECOMMEND
525	UNIFORMS	\$623	\$623
	PARKING METER PARTS - SUPPLIES	\$9,800	\$5,000
545	TRAINING	\$250	\$250
550	OPERATING SUPPLIES B43	\$5,000	\$2,500
	DEPRECIATION	\$12,076	\$12,911
	Total Operating	\$91,535	\$67,023
	CAPITAL OUTLAY -		
	CAPITAL OUTLAY - other than buildings		\$15,000
	Decorative Parking Meter Poles / covers		
640	Equipment & Machinery-	\$11,700	\$20,000
	VEHICLES		
	Total CAPITAL OUTLAY	\$11,700	\$35,000
	OTHER RESERVE		
	Unappropriated Ending Fund Balance		
	DEBT SERVICES - PRINCIPAL	\$102,088	\$102,088
	DEBT SERVICES - INTEREST	\$75,051	\$75,051
	TRANSFER TO GENERAL FUND	\$165,645	\$107,340
	Total Fund Balance	\$342,784	\$284,479
	Total Proposed Budget Request	\$569,565	\$501,530
			-\$68,035
			-11.9%

**TOWN OF LAUDERDALE BY THE SEA
FISCAL YEAR 2010/2011 - CAPITAL IMPROVEMENT FUND (300)**

OBJECT	FY 2008/2009	FY 2010		FY 2011	FY 2012	FY 2013	FY 2014	FY 2014	Yr 1 - 5 Total
	ACTUAL	AMENDED	PROJECTED	Year 1 Recommended	Year 2	Year 3	Year 4 Plan	Year 5	
1 RESOURCES AVAILABLE									
(control number) FY10 Undesignated Fund Balance				1,804,897	1,679,897	0	0	0	
3 APPROPRIATIONS FROM FUND BALANCE									
El Mar Reserve				125,000	875,000				1,000,000
Capital Assets									
Undesignated Fund					804,897				804,897
Prior Year Fund Balance				977,487	527,162	787,867	826,216	951,483	4,070,215
8 TOTAL FUND BALANCE				1,102,487	2,207,059	787,867	826,216	951,483	
9 REVENUES:									
STORMWATER UTILITY ASSESSMENT					300,000	300,000	300,000	300,000	1,200,000
ENHANCEMENT GRANT- (AIA STREETScape)	-	58,300	58,300	447,100					447,100
BROWARD COUNTY: Natural Resource Protection (Beach)	-	-	-	189,000					189,000
INTEREST EARNINGS	15,577	12,806	10,500	9,000	6,000				15,000
18 TOTAL REVENUES:	192,125	71,106	68,800	645,100	306,000	300,000	300,000	300,000	1,851,100
20 TRANSFERS IN:									
TRANSFERS FROM GENERAL FUND	2,199,599	1,615,756	1,365,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000
OTHER FINANCING SOURCE	1,000,000								
23 TOTAL TRANSFERS IN:	3,199,599	1,615,756	1,365,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000
28 TOTAL RESOURCES AVAILABLE	3,391,724	1,686,862	1,433,800	2,997,587	3,763,059	2,337,867	2,376,216	2,501,483	13,976,212
30 RESOURCES ALLOCATED									
40 OPERATING:									
CONTINGENCY		228,599		200,000	300,000	300,000	300,000	300,000	1,400,000
Update of Town's Master Capital Improvement Plan					150,000				150,000
DEPRECIATION / Gasb 34	195,791	226,024	226,024	237,325	249,191	261,651	274,734	288,470	1,311,372
44 TOTAL OPERATING EXPENSE:	195,791	454,623	226,024	437,325	699,191	561,651	574,734	588,470	2,861,372
46 CAPITAL PROJECTS:									
BEACH DUNE REBUILD - VISION				269,000					269,000
BEACH - FISH HABITAT RESTORATION (artificial reef)	40,155	64,500	27,000						
BEACH - Marine Park		20,000		20,000					20,000
BEACH RENOURISHMENT - COST SHARING						200,000			200,000
BRIDGE REPAIR TERRA MAR		30,000						155,000	155,000
BEACH RESTROOMS				150,000					150,000
BUS SHELTERS				85,000					85,000
PARKING SYSTEM IMPROVEMENTS				50,000	50,000	50,000	50,000	50,000	250,000
STREET LIGHTING DECORATIVE					100,000		100,000		200,000
STREET RESURFACING					400,000	400,000	400,000	400,000	1,600,000
STREET RESURFACING - FLAMINGO TO TERRA MAR									
STREETSCAPE - A1A (Pines north to Town limits) FDOT	4,345	58,300	58,300	647,100					647,100
STREETSCAPE - EL MAR CONSTRUCTION		875,000				875,000			875,000
STREETSCAPE - EL MAR DESIGN & PERMITTING		125,000	117,000	8,000					8,000
STREETSCAPE - EL MAR DESIGN & PERMITTING									
STREETSCAPE - PINE AVE (A1A TO EL MAR)		29,000		29,000	101,000				130,000
STORMWATER MASTER PLAN PROJECTS				750,000	750,000	300,000	300,000	300,000	2,400,000
TOWN ENTRY FEATURES - (Bel Air)	13,172	30,439	27,989						
TRAFFIC Improvements & Calming				25,000					25,000
92 TOTAL PROJECTS	804,260	1,232,239	230,289	2,033,100	2,276,000	950,000	850,000	905,000	7,014,100
97 TOTAL RESOURCES ALLOCATED	1,921,770	1,686,862	456,313	2,470,425	2,975,191	1,511,651	1,424,734	1,493,470	9,875,472
Ending Fund Balance	1,469,954	0	977,487	527,162	787,867	826,216	951,483	1,008,013	
Total Resources Allocated and Ending Fund Balance	3,391,724	1,686,862	1,433,800	2,997,587	3,763,059	2,337,867	2,376,216	2,501,483	

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