

**CITY OF SAFETY HARBOR, FLORIDA  
ADOPTED BUDGET  
FISCAL YEAR 2011/12**



**CITY COMMISSION**

Andy Steingold, Mayor  
Nina Bandoni, Vice-Mayor  
Joseph Ayoub, Commissioner  
Nancy Besore, Commissioner  
Mary Lynda Williams, Commissioner

**City Manager**  
Matthew L. Spoor

**PREPARED BY  
FINANCE DEPARTMENT**

# ELECTED CITY OFFICIALS



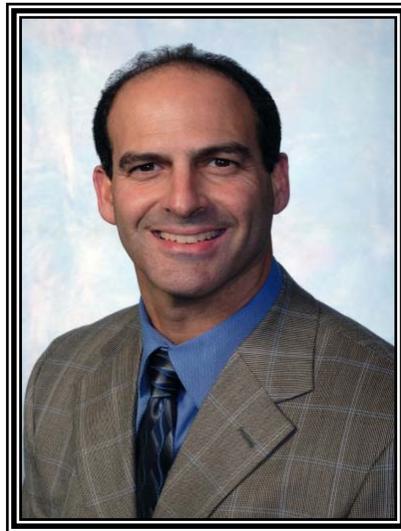
**ANDY STEINGOLD, MAYOR (CENTER)**  
**NINA BANDONI, VICE-MAYOR (SEATED RIGHT)**  
**JOSEPH AYOUB, COMMISSIONER (SEATED LEFT)**  
**NANCY BESORE, COMMISSIONER (STANDING LEFT)**  
**MARY LYNDA WILLIAMS, COMMISSIONER (STANDING RIGHT)**



**COMMISSIONER  
MARY LYNDA WILLIAMS**



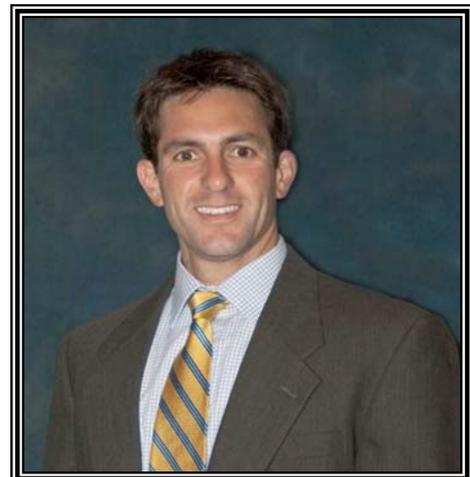
**COMMISSIONER  
NANCY BESORE**



**MAYOR  
ANDY STEINGOLD**



**VICE-MAYOR  
NINA BANDONI**



**COMMISSIONER  
JOSEPH AYOUB**



## **CITY OF SAFETY HARBOR APPOINTED OFFICIALS**

CITY MANAGER

ASSISTANT CITY MANAGER / CITY ENGINEER

CITY ATTORNEY

CITY CLERK

COMMUNITY DEVELOPMENT DIRECTOR

FINANCE DIRECTOR

FIRE CHIEF

LEISURE SERVICES DIRECTOR

LIBRARY DIRECTOR

PERSONNEL DIRECTOR

PUBLIC WORKS DIRECTOR

MATTHEW SPOOR

BILL BAKER

ALAN ZIMMET

KAREN SAMMONS

MATTHEW MCLACHLAN

JUNE SOLANES

JOE ACCETTA

ANDREA NORWOOD

LISA KOTHE

BILL CROUSEY

RAY BOLER



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Safety Harbor  
Florida**

For the Fiscal Year Beginning

**October 1, 2010**

Two handwritten signatures in black ink, one on the left and one on the right, positioned above their respective titles.

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Safety Harbor, Florida** for the Annual Budget beginning **October 1, 2010**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



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## City of Safety Harbor Florida

HOME OF ESPIRITU SANTO MINERAL SPRINGS

750 Main Street † Safety Harbor, Florida 34695 † (727) 724-1555  
FAX 724-1566

### Budget Message for Fiscal Year 2011/2012

July 23, 2011

Citizens, Honorable Mayor and City Commissioners:

Pursuant to Article III, Section 43 (6), of the City Charter, the City Manager's Office hereby submits the Proposed Fiscal Year (FY) 2011/2012 Budget document. This document has been prepared based on staff's understanding of the goals and interests expressed by the City Commission, staff's awareness of the needs of the City and the availability of financial resources.

#### OUR MISSION STATEMENT

*"a vibrant destination city with a unique quality of life – a city that is successful in balancing responsible, innovative growth with careful presentation of its small town atmosphere, its quaint character, and its valued treasures."*

In 2007, Safety Harbor residents, elected officials and administration joined together in a collaborative endeavor to develop a Vision plan that would identify the views and needs of City residents and proceed with implementation of a cohesive plan over the next five to ten years. The City has moved forward in making the strategic goals identified in the plan a reality.

#### 2012 VISION

During the 2007 Visioning Session, the participants identified strategic actions in four main categories. These strategic actions help guide citywide and departmental goals and the budget development each year. These same strategic actions are also incorporated into the bi-annual City Commission Goal Setting Workshop. The 2012 VISION strategic action items were categorized within four main categories as listed below.

##### Mixed Use Activity Centers:

- (1) Land Development Code Comprehensive Review; review requirements to include architectural, setbacks, green space, density.
- (2) Property owners, city & developers working together to achieve quality mixed use VISION.
- (3) Develop marketing plan to support a vibrant downtown.

##### Planned Development & Public Districts:

- (1) Update Zoning Ordinance
- (2) Adopt Tree Ordinance
- (3) Create Architectural Review Board
- (4) Beautification/Preservation Tax

**Traditional Neighborhoods:**

- (1) Incentives to preserve & encourage complementary development; amend Zoning to balance architectural preservation, green space, character, without undermining all redevelopment; incentives to preserve historic buildings; historical society.
- (2) Assess existing underutilized building spaces; maximize these spaces prior to developing new.
- (3) Funding to purchase green space and historic property.

**9<sup>th</sup> Avenue Corridor:**

- (1) Create façade/beautification grant program and improve city owned rights of way, with landscape and hardscape.
- (2) Create an industrial park association and ensure effective collaboration between the City and Chamber of Commerce.
- (3) City promotion of business and industry.

**MAYOR AND CITY COMMISSION GOALS**

The Mayor and Commission meet bi-annually to conduct a goal-setting session to establish a vision for departmental goals, projects, initiatives and policy direction. Listed below are the goals and priorities established in 2008 and the most recent goals established in 2010. Those goals and priorities italicized have been substantially completed those with an asterisk have been removed from the list based on budget and analysis. The next goal setting session is scheduled for 2012.

**Commission Goals and Priorities 2008**

1. *Complete Community Development Agency Master Plan*
2. *Review Sanitation level of service city-wide*
3. *Update inventory of all City properties*
4. *Improve relationship with the Chamber, Hospital and Businesses*
5. *Philippe Parkway Median Beautification Project*
6. *Budget- continuing to monitor and report revenues and expenditures*
7. *9<sup>th</sup> Avenue Beautification and Entryways*
8. *Downtown Parking*
9. *Additional use of the Marina*
10. *Address Goals from Visioning*
11. *Parking on 2<sup>nd</sup> Street South*
12. *Trail Master Plan\**
13. *Improve Bayshore Linear Parkway/Trail*
14. *Church Street Property*
15. *City-wide Green Designation\**
16. *Work force housing project on Elm and Cedar\**
17. *Hire Economic Development Person/ Business Liaison\**
18. *Acquire Property from Clearwater/Pinellas County School Board- Bus Depot\**
19. *Tree Replacement Program*

**Commission Goals and Priorities 2010**

1. *Land Acquisition for green space, parking, redevelopment*
2. *Marketing for economic development*
3. *Affordable housing using federal funding opportunities\**
4. *Main/McMullen entryway plan*
5. *Optimization of resources and advance planning on budget review*
6. *Green living and landscaping education and competitions*
7. *Develop service agreements for enclaves within the City\**
8. *Create volunteer program in partnership with the County- Philippe Park\**
9. *Continue city-wide beautification*
10. *Increase marina utilization, concessions/bait & tackle*
11. *Revisit, "tweak" City Codes regarding property maintenance*

# Executive Summary

## Citywide

The FY 2012 budget workshops beginning in May 2011 have included lengthy discussions regarding reserve funding and more specifically the level of support or use of reserve funds to balance the total budget. During the FY 2011 budget year, the Finance Advisory Committee (FAC) met and recommended for approval a resolution enumerating a fund reserve policy with twenty percent committed for emergency stabilization and a sustainable targeted minimum fund reserve of two months of operating expenses. The total citywide revenues and expenditures, including transfers and fund balance, at \$58.770 million are \$3.333 million lower than the estimated budget for fiscal year ending 2011.

The summaries of expenditures by object are as follows:

	Estimated FY 2011	Adopted FY 2012	\$ Change Over (Under)	% Change Over (Under)
Personnel Services	\$ 12,472,390	\$ 11,782,510	\$ (689,880)	-5.53%
Operating Expenses	9,548,338	10,204,990	656,652	6.88%
Capital Expenses	7,001,644	5,829,760	(1,171,884)	-16.74%
Non-Operating Expenses	5,951,354	9,352,830	3,401,476	57.15%
Fund Balance	27,129,696	21,599,540	(5,530,156)	-20.38%
<b>Total</b>	<b>\$ 62,103,422</b>	<b>\$ 58,769,630</b>	<b>\$ (3,333,792)</b>	<b>-5.37%</b>

**Personnel Services** – Personnel services with a proposed budget of \$11,782,510 is 32 percent of the citywide budget. Personnel services are decreased by \$689,880 or 5.53 percent lower than fiscal year 2011 year end estimates.

**Staffing levels** - The total net decrease in staffing under the fiscal year 2011 adopted budget is 6.50, which reflected as full-time equivalents is a decrease of 10 full-time positions and an increase of 2.5 part-time positions. Decreases in full time positions includes the elimination of one (1) Deputy City Clerk position, one (1) Staff Assistant position in Finance, two (2) Fire Medic positions, one (1) Engineering/Planning Tech position, one (1) Streets/Stormwater Maintenance III position, one (1) Streets/Stormwater Maintenance I position, one (1) Mechanic position, one (1) Library Assistance II position and one (1) Sanitation Driver/Collector position. Changes in part-time positions include the following: add one (1) Administrative Assistant position for City Clerk (.30 FTE), increase hours for Fire Administrative Assistant (.30 FTE), add two (2) Library Assistant I positions (1.25 FTEs), increase hours for Library Assistant II for Reference (.15 FTE), increase hours for Custodian (.10 FTE), decrease hours for Recreation Leader 1 (.30 FTE) and add two (2) Sanitation Collector positions (1.20 FTEs). The part-time Information Systems Tech is increased by .50 FTE to a full-time position. This part time position was added in 2009 in preparation for the Library expansion. Currently, ninety-five percent of this position provides services to the Library. As a full-time employee and given the increase in information technology added since the expansion, approximately 80-85 percent of the full-time position will be provided at the Library.

**Salaries and fringes** – The final citywide budget reflects a net decrease in salaries and fringes of \$689,880 compared to estimates for the 2011 fiscal year. The total citywide decrease in salaries and fringes is \$714,847, net an increase in workers' compensation of \$35,417 and a decrease in unemployment compensation of \$10,450. Total salaries and fringes includes a 0 - 3 percent merit increase of \$155,550; an increase of five percent or \$43,075 in the premium for health insurance benefits effective in January 2012; and a reduction of \$223,950 due to the decrease in the City's FRS contribution rates per section 121.71, Florida Statutes and decrease in the City's contribution to the Firefighters' Pension Plan. Decreases due to the elimination of positions totals \$295,450.

**Operating expenses** – Operating expenses with a proposed budget of \$10,204,990 is 27 percent of the citywide budget. Operating expenses are \$656,652 or 6.88 percent higher than fiscal year 2011 year end estimates.

***Outside services***

The largest increase in operating expenses is driven by outside contracted services provided to the City, which comprises \$589,146 or 89.7 percent of the total increase in operating expenses. This includes a three percent or \$3,050 increase in the City Attorney retainer. Outside engineering services increased \$6,000 for surveys, studies, minor design work and permit fees. A mowing contract of \$30,000 was added for the City's right-of-ways. The sheriff's contract is .51 percent or \$6,397 over last year. Street resurfacing is \$152,120 or 61.37 percent higher than estimated year end. This increase keeps pace with the Street Resurfacing Program. Landfill fees are increased by \$20,000 using the same rate as the fiscal 2011 budget with a projection based on current year's activity. Purchased water assumes a 6 percent rate increase effective October 1<sup>st</sup>, which is \$189,000 over estimated year end. Wastewater assumes no rate increase; however, based on historical trends in consumption, this line is increased \$146,000 over FY 2011 year-end estimates.

***Materials and supplies***

Materials and supplies are under fiscal 2011 estimates by \$16,180 or 2.5 percent. This is a result of a net reduction due to stormwater drainage of \$150,344. Other categories with increases include: diesel and gas are projected based on consumption and U.S. Department of Energy rates, which results in an increase of \$57,299 annualized; oil and lubricants are increased by \$1,170 based on historical trends; tires and tubes are increased by \$5,159, of which \$5,000 is for sanitation vehicles; the net increase in special supplies is \$18,187, of which \$18,690 is programmed for the Community Center, Rigsby and parks. Overall, other categories in materials and supplies reflect nominal increases and decreases.

***Other operating expenses***

The net increase in other operating expenses is \$87,966 or 13.4 percent of the total increase in operating expenses. Outside vehicle and equipment repairs for Public Works is increased over year end estimates by \$17,720, the majority of the increase is for sanitation vehicles and equipment. In fiscal 2011, travel and training for employees and City Commission were not programmed in the budget. Travel and training is included in the proposed budget in the amount of \$42,876 for employees and \$4,485 for City Commission. The City Commission budget also includes a nominal increase of 3 percent over the fiscal 2011 adopted budget in the allowance account. Maintenance contracts are increased by \$23,855 for scheduled increases in the postage machine lease and Information Systems software and hardware contracts.

**Capital expenses** – Capital expenses are 16 percent of the citywide budget or \$5,829,760. Capital improvements programmed in the proposed budget are \$1.2 million lower than the estimates for fiscal 2011. Of note are improvements of \$2.8 million at the wastewater plant; \$0.4 million for the North Bay Hills main replacement; the replacement of the water line at 9<sup>th</sup> Avenue and 2<sup>nd</sup> Street for \$70,000; park fence improvements at Rigsby Center and Mease Park totaling \$70,000; construction of a passive park at Church Street for \$385,000; South Bayshore pedestrian improvements for \$40,000; and land assembly at the Spa for \$619,820. To maintain a longer life for sanitation equipment, install an equipment storage awning of \$200,000 at Public Works. A comprehensive schedule of capital expenses is included in the Capital Improvement Program within the budget document as well as a summary schedule on pages 50-52.

**Non-operating expenses** – Non-operating expenses make up \$9,352,830 or 25 percent of the citywide budget, which is \$3.4 million higher than estimated for fiscal 2011. This category includes a transfer of \$500,000 from the Capital Projects fund to Stormwater; \$2.9 million reflects a transfer into the Water & Wastewater / Renewal & Replacement fund, of which \$2.8 million is programmed for the Northwest Regional Wastewater Treatment Plant; and transfers of \$240,000 for debt service. Transfers to debt service take into consideration debt service requirements that one-twelfth of the prior year's principal and interest payments be maintained in fund reserve. The indirect cost allocation between funds has decreased only slightly under fiscal 2011 based on projected assumptions of services.

The following table reflects staff's estimate of beginning fund balance effective October 1, 2011 and ending fund balance September 30, 2012. Appropriated fund balance is \$5,529,970 for all funds Citywide.

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

Fund No.	Fund Description	Estimated Fund Balance (10/01/2011)	Adopted Revenues FY 2012	Adopted Expenditures FY 2012	Estimated Fund Balance (9/30/2012)	Appropriated Fund Balance FY 2012
<b>GOVERNMENTAL FUNDS</b>						
001	General Fund	\$ 8,749,450	\$ 11,980,290	\$ (12,562,460)	\$ 8,167,280	\$ (582,170)
012	Public Safety	72,150	2,640	-	74,790	2,640
014	Street Improvement	396,700	523,350	(582,640)	337,410	(59,290)
015	Marina	230,110	55,760	(18,090)	267,780	37,670
023	Debt Service - 2006 Revenue Note	5,550	25,190	(25,190)	5,550	-
024	Debt Service - 2008 Revenue Note	45,940	549,000	(548,790)	46,150	210
032	Capital Projects	1,660,950	1,211,680	(1,948,870)	923,760	(737,190)
062	Street Lights	361,400	17,460	(269,020)	109,840	(251,560)
063	Parkland	723,760	169,980	(480,000)	413,740	(310,020)
064	Transportation Impact Fee	41,520	29,200	-	70,720	29,200
067	Community Redevelopment Agency (CRA)	590,960	295,990	(886,950)	-	(590,960)
074	Street Assessment	20,560	1,000	-	21,560	1,000
<b>Subtotal Governmental Funds</b>		<b>12,899,050</b>	<b>14,861,540</b>	<b>(17,322,010)</b>	<b>10,438,580</b>	<b>(2,460,470)</b>
<b>ENTERPRISE FUNDS</b>						
011	Stormwater	610,860	1,223,370	(1,123,020)	711,210	100,350
020	Debt Service - 2001 Revenue Bond	300,710	-	(188,500)	112,210	(188,500)
022	Debt Service - 2006 Revenue Note	88,330	571,750	(572,370)	87,710	(620)
041	Water & Wastewater	9,018,320	9,085,780	(11,226,240)	6,877,860	(2,140,460)
043	Reclaimed Water	558,290	9,520	-	567,810	9,520
044	Sanitation	1,195,080	2,944,880	(3,325,280)	814,680	(380,400)
047	Wastewater Development	792,070	19,940	(10,000)	802,010	9,940
048	Water & Wastewater Renewal & Replacement	1,647,930	2,920,170	(3,402,670)	1,165,430	(482,500)
077	Sewer Construction Assessment	18,870	3,170	-	22,040	3,170
<b>Subtotal Enterprise Funds</b>		<b>14,230,460</b>	<b>16,778,580</b>	<b>(19,848,080)</b>	<b>11,160,960</b>	<b>(3,069,500)</b>
<b>Total All Funds</b>		<b>\$ 27,129,510</b>	<b>\$ 31,640,120</b>	<b>\$ (37,170,090)</b>	<b>\$ 21,599,540</b>	<b>\$ (5,529,970)</b>

**General Fund**

General Fund revenues and expenditures are \$20,729,740, including transfers and fund balance. This is a decrease of \$1,063,340 or 4.9 percent under FY 2011 estimated year end. The proposed appropriated use of General Fund reserves is \$582,170.

**REVENUES** – Proposed General Fund revenues of \$11,980,290 are \$269,920 or 2.2 percent under 2011 estimated year end, excluding other financing sources.

**Ad Valorem Tax** – The City’s gross taxable value fell \$30,125,117 or 3 percent over the prior year’s final gross taxable value. The proposed millage of 3.3808 mills per \$1,000 assessed property value will generate \$3,082,339 in ad valorem revenue. This is a decrease of \$118,200 or 3.7 percent under FY 2011. The 3.3808 mills is the same as the FY 2011 adopted millage and 3.1 percent lower than the current rolled-back rate of 3.4853.

	FY 2010 Adopted	FY 2011 Adopted	FY 2012 Adopted
Millage Rate (mills per \$1,000)	3.0674	3.3808	3.3808
Gross Taxable Value	\$ 1,089,449,620	\$ 996,506,881	\$ 959,704,279
Total Taxes Levied	\$ 3,341,778	\$ 3,368,990	\$ 3,244,568
Amount Collected	\$ 3,174,689	\$ 3,200,540	\$ 3,082,339
Percentage Collected	95.00%	95.00%	95.00%

Ad valorem revenue is assumed to be 95 percent of taxes levied. Additionally, the taxable values reflect the current year gross taxable value at time of adoption. Final taxable values for FY 2010 and FY 2011 are \$994,343,764 and \$989,829,396, respectively.

Although general fund revenues have remained relatively flat overall, the following revenues are lower than 2011 year end estimates: lease revenue of \$39,500 due to sale of the rights to the cell tower, reimbursement to the general fund from other departments decreased by \$83,560 due to reevaluation of allocations, and revenue from the Pinellas Public Library Cooperative declined by \$50,779 due to the decline in the amount available for distribution from cooperative funding.

**EXPENDITURES** – Proposed General Fund expenditures of \$12,562,460 are \$481,174 or 4 percent lower than 2011 estimated year end and \$684,616 or 5.2 percent lower than the 2011 adjusted budget, which includes the adopted budget and all current year budget actions as adopted by City Commission.

**Personnel services** total \$8,168,050 and are \$710,549 or 8 percent under estimated year end. Personnel services are 65percent of total general fund appropriations. The net decrease is a combination of the deletion of 8.5 full-time equivalent positions offset by the addition of 1.8 part-time positions, a 0-3 percent merit increase, a 5 percent increase in health benefit premiums effective January 1<sup>st</sup> and a decrease in the City's contribution for retirement benefits for both the Florida Retirement System (FRS) and Firefighters' Pension fund. Contributions to the Florida Retirement System are determined by actuarial valuation and contributions made based on rates set per Florida Statute. Contributions to the Firefighters' Pension are actuarially determined.

**Operating expenses** total \$3,649,920 and are \$197,164 or 5.71 percent over estimated year end. Operating expenses are 29.1 percent of total general fund appropriations. Although most operating expenses have remained relatively flat or have experienced only minor fluctuations between fiscal years, the following items are of note relative to year-end estimates: an election scheduled in 2012 is \$25,410 over estimated year end; increases in diesel and gas of \$18,595 are consistent with forecasting from the U.S. Department of Energy; increase of \$30,000 for mowing contract for City right-of-ways; increases in engineering and planning services are \$6,000, which is consistent with prior years' adopted budgets and actual activity; increased programmed for Main Street activities and events of \$20,000, inclusive of \$5,000 for celebration of the City's 95<sup>th</sup> year; special supplies for Community Center, Rigsby Center and the Parks budget are increased by \$18,690; and a total increase of \$27,511 for travel, training and education in general fund.

**Capital expenses** total \$104,000 and are \$4,279 or 3.95 percent under estimated year end. Capital expenses are .80 percent of total general fund appropriations. The proposed budget reflects outlay for Library books and audiovisual materials.

**Non-operating expenses** total \$640,490 and are \$36,490 or 6.04 percent over estimated year end. Non-operating expenses are 5.10 percent of total general fund appropriations. The increase of \$36,490 includes \$34,990 in reimbursements to the Water & Wastewater fund for services provided by Information Systems to the general fund.

**General Fund - Other Information**

The FY 2011/12 proposed budget retains a contingency for unanticipated expenditures to address emergencies, unanticipated expenses and/or opportunities that were unforeseen at the time of budget preparation. The amount allocated to this account is \$300,000, which represents approximately 2.4 percent of proposed budget appropriations. Per City code, the City Commission approves all appropriation transfers from this account.

The City is fortunate to continue to receive the bequest from the Chrissie Schull Elmore Library Trust Fund. The trust has agreed to fund \$20,000 in the proposed budget. These funds will be used for collection enhancement, humanities programs (POSH), outside building signage for the library and Online Computer Library Center (OCLC) content.

The Proposed Budget includes funding requests from non-city agencies. Total requests submitted to the City Commission for consideration are \$102,000. The proposed budget is as follows: Neighborly Care Network Inc. for \$15,000, amount requested is \$15,000; Safety Harbor Museum of Regional History for \$15,000, amount requested is \$30,000; Safety Harbor Neighborhood Family Center for \$45,000, amount requested is \$45,000; the Safety Harbor Chamber of Commerce for \$12,000, amount requested is \$12,000; and Pinellas Safe Harbor for \$2,500.

### **Capital Projects Fund**

**CAPITAL PROJECTS** revenues and expenditures, including transfers and fund balance, are \$2,872,630. A detailed listing of capital projects is located in the Capital Improvement Program on pages 278-337 within this document.

Revenues generated from “Penny” or local government infrastructure tax is estimated at \$1,172,000 and assumes no change from the 2011 year end estimate. Funds distributed from the “Penny” tax have steadily declined over the last several years dropping by 20 percent from FY 2007 to FY 2010.

The proposed capital projects by type are as follows: General Government improvements of \$40,000, Public Safety improvements of \$159,000, Transportation improvements of \$187,280, Culture and Recreation improvements of \$188,400. A total of \$800,000 is scheduled for transfer to stormwater and streets for capital improvements. Transfers scheduled to service debt totals \$574,190.

### **Special Revenue Fund**

**CRA (COMMUNITY REDEVELOPMENT AGENCY)** revenues and expenditures total \$886,950. The proposed budget is \$338,440 under 2011 estimated year end.

Ad valorem revenues total \$276,950. Taxable values in the tax increment area declined from \$70,973,999 (final) in FY 2011 to \$67,150,136 in FY 2012 (certified), which is a decrease of 5.39 percent.

Operating expenses including personnel services are \$227,130. This is \$55,309 lower than the 2011 year end estimate. The remaining balance of \$659,820 is programmed for land assembly at the Spa and pedestrian improvements on South Bayshore.

### **Enterprise Funds**

#### **Stormwater**

The proposed stormwater budget is \$1,834,230. This is \$2.957 million under fiscal 2011, which is a result of the Old Tampa Bay Water Quality Improvements project on South Bayshore.

Of note is the presentation of Stormwater reported as an Enterprise Fund. Historically, the fund has been reported as a governmental fund. Stormwater management was established by ordinance in 1991 as a City utility enterprise in accordance with Section 403.0893, Florida Statutes. Although not self-sustaining relative to revenue generated by the rate charged per equivalent residential unit (ERU), the fund has been reevaluated and meets the requirement as a utility enterprise fund.

Revenue generated by the Stormwater Utility rate of \$5.00 per equivalent residential unit (ERU) results in estimated revenue of \$671,000. Personnel services and operating and maintenance expenses totaling \$619,300 are 15.8 percent or \$116,092 under the 2011 year end estimates. Capital expenses in the proposed budget are \$61,240, of which \$50,000 is for Upper Mullet Creek mitigation plantings required by the Army Corps of Engineers. Non-operating expenses are \$442,480 and include internal services charges of \$221,530, depreciation and bond amortization expense of \$125,200 and a transfer of \$95,750 for debt service.

#### **Water and Wastewater**

The Water and Wastewater Enterprise Funds continue to experience net gains. The proposed budget assumes no rate increases. Rate increases approved by Ordinance in 2006 were designed to restore and maintain a profitable status in the operation, maintenance and capital improvements of the Water & Wastewater Funds. Further, the current rate structure was designed to meet debt service requirements.

Charges for services of \$8,329,200 are estimated to increase over 2011 fiscal year end by \$357,080. This estimate is based on historical trends at the existing rate structure. The costs for both the purchase of water, as a wholesale customer, and treatment of wastewater continue to increase and these increases are expected to continue into future

years. The proposed budget includes an estimated 6 percent increase for the purchase of water from Pinellas County as well as increases for wastewater treatment purchased from the City of Clearwater.

**Sanitation**

Sanitation charges for services of \$2,800,200 are estimated to remain flat in the proposed budget. This is positive as the rate increases approved in 2006 and again in 2008 after a “frequency of service” review narrowed the annual deficit in this fund. The challenge in Sanitation will be in maintaining the same level of service, while still meeting debt service and capital requirements. The purchase of a claw truck, dumpster transporter and construction of an awning to protect sanitation vehicles and equipment totals \$415,000 and results in appropriating fund reserves of \$380,400 in the proposed budget.

**Capital Improvement Plan**

The Capital Improvement Plan (CIP) for FY 2011/12 – FY 2015/16, beginning on page 266, includes projects totaling \$29,477,780, of which \$6,332,360 is planned for expenditure during the FY 2011/12 budget year. Expenditures by type are as follows: General Government - \$1,237,260, Public Safety - \$1,529,000, Physical Environment - \$21,874,360, Transportation - \$3,553,970 and Culture and Recreation - \$1,283,190.

**Conclusion**

Preparation of the budget document requires a substantial amount of time and commitment. This process would not be possible without the efforts and dedication of many individuals. Gratitude is extended to the Department Directors for their cooperation and diligence in developing a pragmatic record outlining the needs of their departments and the residents of Safety Harbor. A special note of appreciation is extended to the Administrative Support staff in other departments for their unfailing support and assistance to the Finance Department and to the Finance Department for their hard work and professionalism in preparing a well thought out budget document. Finally, an acknowledgement and a special thank you is extended to the Finance Advisory Committee for their review and their advisory contributions to our financial security.

Respectfully



Matthew L. Spoor  
City Manager

# GENERAL FUND FUND BALANCE HISTORY TEN YEAR HISTORY

FUND BALANCE  
OCTOBER 1 OF BUDGET YEAR

<u>YEAR</u>	<u>GENERAL</u> <u>EXPENDITURES</u>	<u>RESERVE</u> <u>AMOUNT</u>	<u>PERCENT OF</u> <u>BUDGET</u>
2011/12	\$ 12,562,460	\$8,167,280	65.01%
2010/11	\$ 13,043,634	\$8,749,446	67.08%
2009/10	\$ 13,092,043	\$8,515,870	65.05%
2008/09	\$ 13,728,857	\$9,172,015	66.81%
2007/08	\$ 13,777,893	\$8,846,290	64.21%
2006/07	\$ 12,760,029	\$9,351,363	73.29%
2005/06	\$ 11,302,109	\$8,984,191	79.49%
2004/05	\$ 10,708,119	\$8,320,269	77.70%
2003/04	\$ 10,256,949	\$6,586,501	64.22%
2002/03	\$ 11,145,070	\$7,977,379	71.58%

# SAFETY HARBOR:

## Its Place In History and Today



**Safety Harbor** is comfortably nestled along the northwest edge of Old Tampa Bay in Pinellas County. Safety Harbor enjoys a unique place in the history books and in the hearts of its citizens and visitors. The first inhabitants were the Timucuan Indians who called the area Tocobaga. In 1528, Spanish adventurers led by the explorer Navarez landed on our shores. Safety Harbor is the home of the historic Espiritu Santo Springs. Given this name in 1539 by the Spanish explorer Hernando de Soto, who was searching for the legendary Fountain of Youth, these natural springs have attracted attention worldwide for their curative powers. Safety Harbor was first homesteaded by Count Odet Philippe, a French surgeon in Napoleon's navy, who is credited with introducing citrus growing to Florida. Established in 1823, the Count's homestead is now the site of Philippe Park a 122-acre Pinellas County owned and operated facility that is very popular among our residents and visitors.

Safety Harbor was formally incorporated as a City in 1917 with a population of 200 persons. Today 16,884 persons call Safety Harbor their home. As primarily a residential community, the City has maintained the character of a family oriented community while preserving our environmentally sensitive lands and revitalizing our historic downtown Business District. Recently, a resident who has lived in numerous cities throughout the country gave our City what must be viewed as the ultimate of compliments when she stated that she chose Safety Harbor because it offered the best parts of each of the communities she had previously called home.

Safety Harbor features easy access to the region's cultural, recreational and transportation facilities. These include Tampa International Airport, Ruth Eckerd Hall, Busch Gardens, Raymond James Stadium, Tropicana Field, Sun Dome and of course, the beautiful beaches of the Florida Suncoast. Within easy driving distance are Walt Disney World, SeaWorld, Universal Studios and other major attractions. Miami in the southern end of the state and Tallahassee to the north are less than a half-day's drive.

Safety Harbor is one of the 24 cities in Pinellas County. The County has a population of almost one million residents. However, Safety Harbor's low-density development gives it an oasis-like quality in contrast to the high population of Pinellas County in general.

# CITY OF SAFETY HARBOR

## General Information

<b>School Enrollment<sup>1</sup></b>	<b>Number</b>	<b>Percent</b>
<b>Population 3 years and over enrolled in school .....</b>	<b>3,891</b>	
Nursery School, preschool .....	300	7.7
Kindergarten.....	159	4.1
Elementary School (grades 1-8).....	1,810	46.5
High School (grades 9-12) .....	854	22.0
College or graduate school.....	768	19.7
 <b>Educational Attainment<sup>3</sup></b>		
<b>Population 25 years and over .....</b>	<b>12,177</b>	
Less than 9 <sup>th</sup> grade .....	163	1.3
9 <sup>th</sup> to 12 <sup>th</sup> grade, no diploma.....	801	6.6
High school graduate (includes equivalency) .....	2,631	21.6
Some college, no degree.....	2,821	23.2
Associate degree.....	1,175	9.7
Bachelor's degree.....	3,007	24.7
Graduate or professional degree.....	1,579	13.0
 Percent high school graduate or higher.....		92.2
Percent bachelor's degree or higher .....		37.7
 <b>Race<sup>2</sup></b>		
One race .....	16,548	98.0
White.....	15,137	89.7
Black or African American .....	760	4.5
American Indian.....	30	0.2
Asian .....	440	2.6
Other.....	181	1.0
Two or more races.....	336	2.0
 <b>Economics<sup>3</sup></b>		
Median Household Income .....	\$60,853	
Per Capita Income .....	\$34,526	
 <b>Housing<sup>3</sup></b>		
Median Value.....	\$192,155	

Sources: <sup>(1)</sup> 2000 U.S. Certified Census - 2010 U.S. Census data unavailable  
<sup>(2)</sup> 2010 U.S. Certified Census  
<sup>(3)</sup> 2010 Claritas provided by Pinellas County Economic Development

# CITY OF SAFETY HARBOR

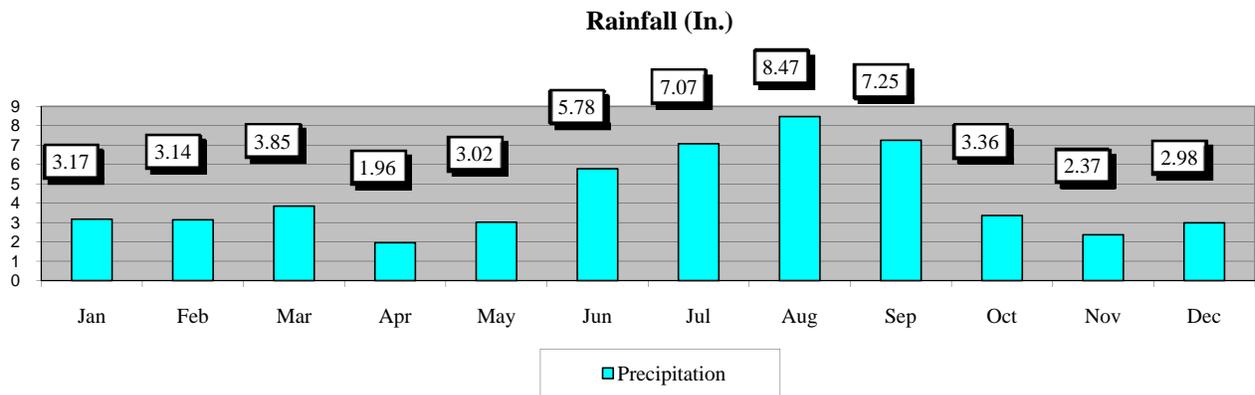
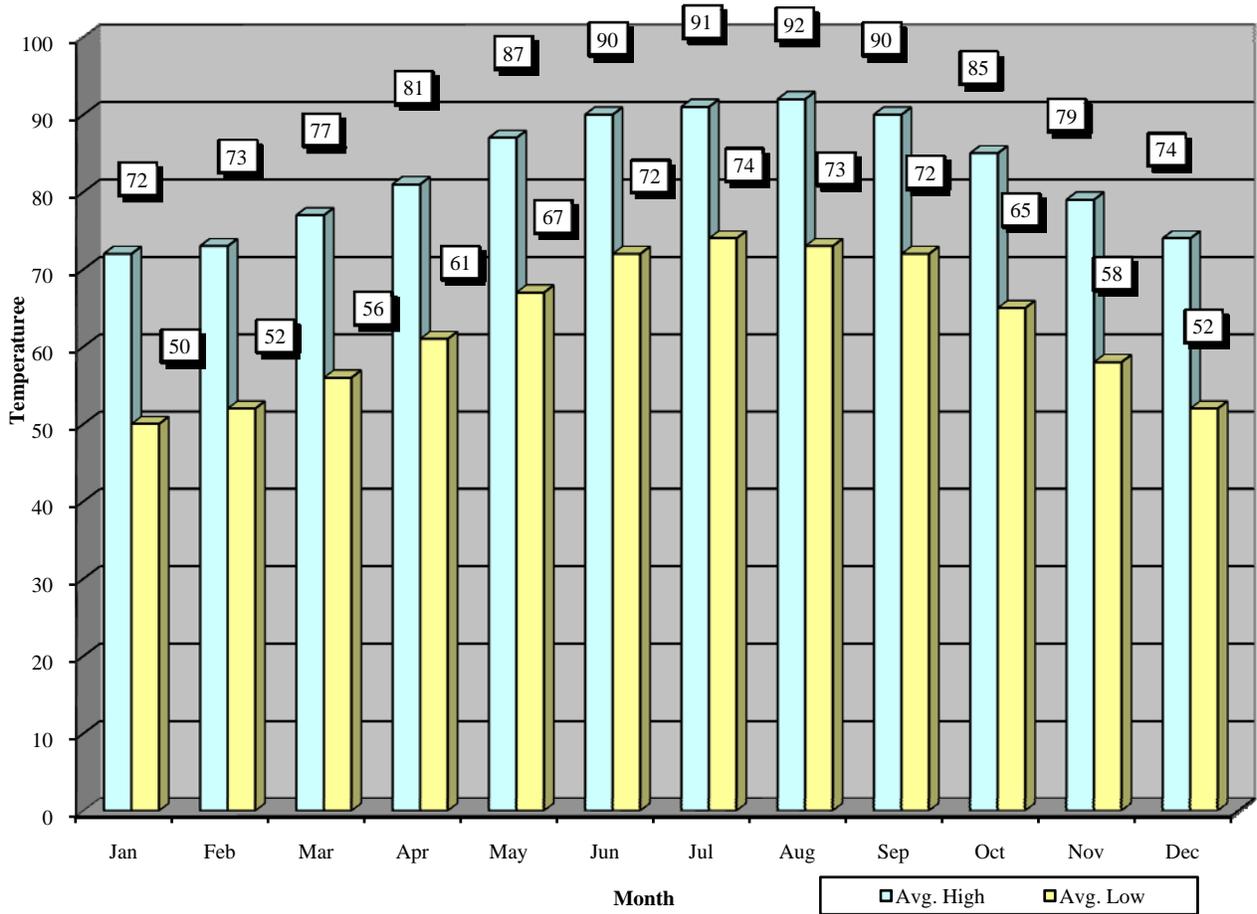
## Geography



# CITY OF SAFETY HARBOR

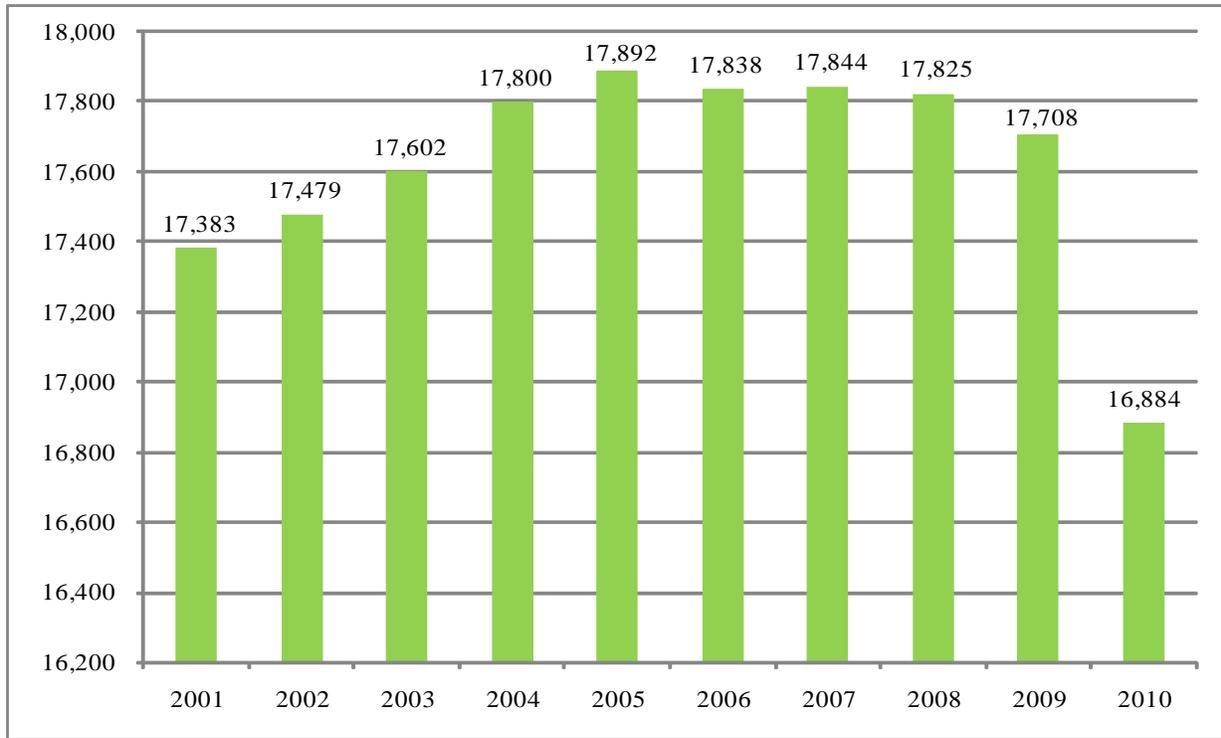
## Climate

Safety Harbor enjoys a year round tropical climate . . . . .



Source: [www.weather.com](http://www.weather.com)

# CITY OF SAFETY HARBOR POPULATION



	YEAR	POPULATION	CHANGE	POPULATION % CHANGE
(1)	2001	17,383	180	1.05%
(1)	2002	17,479	96	0.55%
(1)	2003	17,602	123	0.70%
(1)	2004	17,800	198	1.12%
(1)	2005	17,892	92	0.52%
(1)	2006	17,838	(54)	-0.30%
(1)	2007	17,844	6	0.03%
(1)	2008	17,825	(19)	-0.11%
(1)	2009	17,708	(117)	-0.66%
(2)	2010	16,884	(824)	-4.65%

SOURCE:

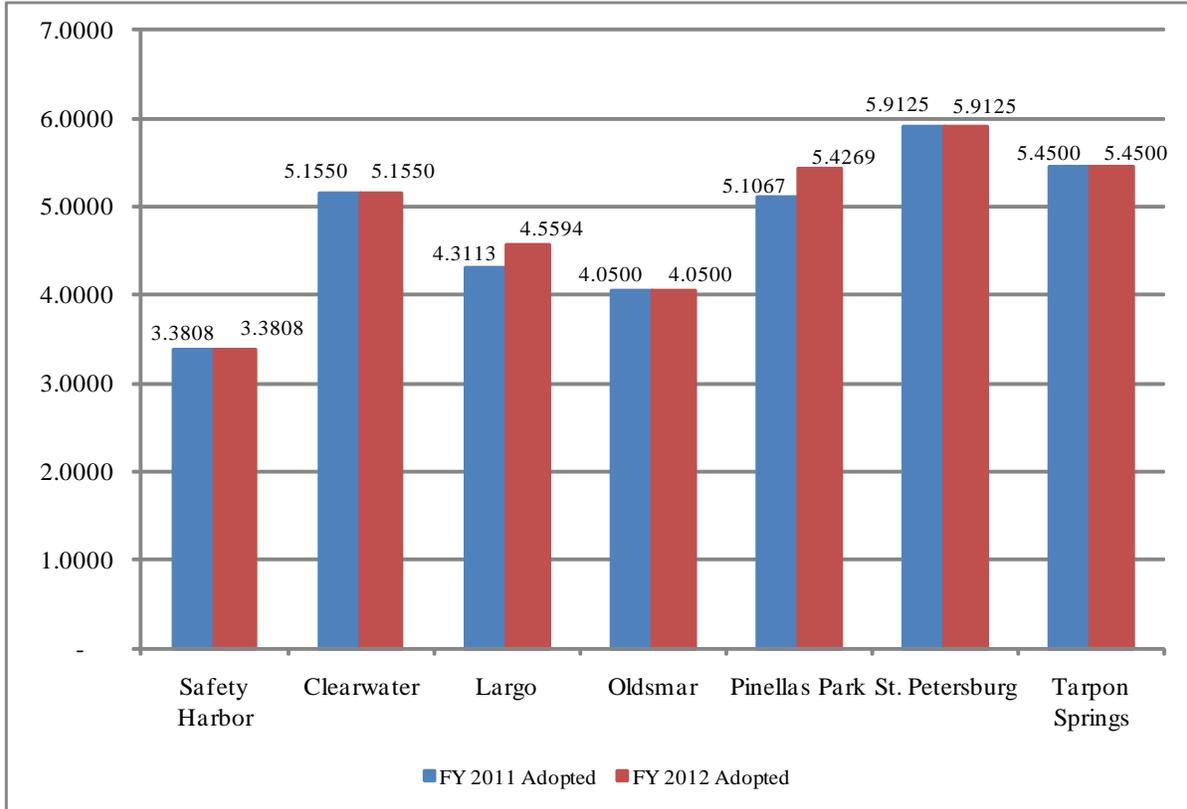
- (1) University of Florida, Bureau of Economic and Business Research as of April 1st of each year
- (2) 2010 US Bureau of Census

<u>Age of Population</u>	<u>City of Safety Harbor</u>	<u>Pinellas County</u>
Median Age (Years)	47.7	46.3
Percent Under 19 Years	21.2%	19.9%
Percent 65 Years and Over	19.5%	21.2%

**CITY OF SAFETY HARBOR**  
**MILLAGE RATE**  
Past Ten Years

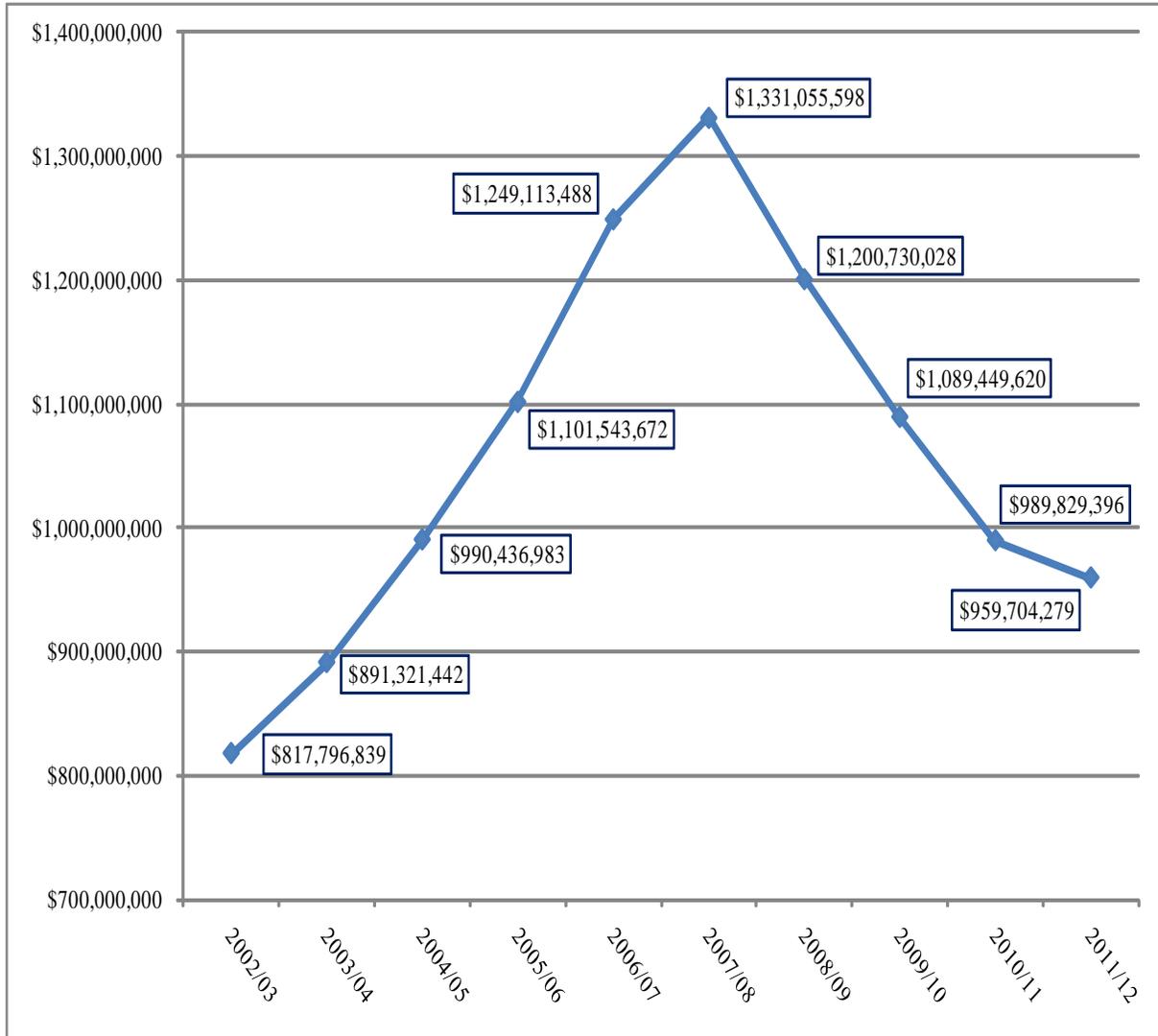
<b>FISCAL YEAR</b>	<b>ACTUAL</b>	<b>ROLLBACK</b>
2003	2.9668	2.9668
2004	2.9668	2.8081
2005	2.7391	2.7391
2006	2.7391	2.4963
2007	2.7391	2.4257
2008	2.5140	2.6134
2009	2.7830	2.8137
2010	3.0674	3.0835
2011	3.3808	3.3394
2012	3.3808	3.4853

# COMPARATIVE MILLAGE RATES FISCAL YEAR 2011/2012



	<u>FY 2011</u> <u>Adopted</u>	<u>FY 2012</u> <u>Adopted</u>
Safety Harbor	<b>3.3808</b>	<b>3.3808</b>
Clearwater	<b>5.1550</b>	<b>5.1550</b>
Largo	<b>4.3113</b>	<b>4.5594</b>
Oldsmar	<b>4.0500</b>	<b>4.0500</b>
Pinellas Park	<b>5.1067</b>	<b>5.4269</b>
St. Petersburg	<b>5.9125</b>	<b>5.9125</b>
Tarpon Springs	<b>5.4500</b>	<b>5.4500</b>

## CITY OF SAFETY HARBOR ASSESSED VALUATION Past Ten Years



2002/03	\$ 817,796,839
2003/04	\$ 891,321,442
2004/05	\$ 990,436,983
2005/06	\$ 1,101,543,672
2006/07	\$ 1,249,113,488
2007/08	\$ 1,331,055,598
2008/09	\$ 1,200,730,028
2009/10	\$ 1,089,449,620
2010/11	\$ 989,829,396
2011/12	\$ 959,704,279

## **INTRODUCTION**

The FY 2011/2012 Annual Operating Budget for the City of Safety Harbor, Florida is intended to serve four purposes:

### **The Budget as a Policy Document**

As a policy document, the Budget indicates what services the City will provide during the twelve-month period beginning October 1, 2011. The Budget Message (City Manager Letter) summarizes the issues facing Safety Harbor and how the budget has and will address them. On a more detailed level, each department has submitted goals and objectives as well as performance measures upon which progress will be monitored.

### **The Budget as an Operations Guide**

The Budget is the operating plan used as a guide in providing services to the citizens we serve. Each department budget section provides goals and objectives, performance measures, line item appropriation budgets, organizational charts, and a personnel summary count for FY 2011/2012.

### **The Budget as a Financial Plan**

As a financial plan, the Budget outlines how much City services will cost and how they will be funded. The Budget Message section provides an overview of City goals, a citywide budget summary including revenue and expenditure categories, followed by discussion of the general fund and special revenue fund budgets. Following the message, there is a discussion of the City's budget process, fund structure and measurements focus. The fund sections include estimates of the City's financial condition at September 30, 2011 and a comparison of financial activity for fiscal years ended September 30, 2009 and September 30, 2010 for each department within each fund. The estimates for fiscal year ending September 30, 2011 were conservatively derived in April 2011 and presented to the City Commission in July 2011. The estimates were not updated again. The total Capital Improvement Plan is summarized in its own section along with the location, description, justification and incremental operating costs associated with each capital project.

### **The Budget as a Communications Device**

The Budget is designed to be user friendly with summary information in text, tables and graphs. A glossary of budget terms is included in the appendices section for the reader's reference. In addition to this reader's guide, the table of contents provides a sequential listing of the sections within this document. Should you have questions about the City Budget that this document does not answer, please feel free to contact the City of Safety Harbor Finance Department at (727) 724-1555.

## FY2011/2012 Budget Calendar

DATE	FUNCTION	PARTIES
February 17 <sup>th</sup>	Distribute budget schedule & provide guidance for preparation of Department Budgets in City Commission Chambers 1:30 PM. Budget Manual will be distributed electronically to all involved with the budget process.	Department Heads
March 7 <sup>th</sup>	Submit Facility Maintenance, Information Systems, Fleet & Capital Projects to respective Departments through email.	Department Heads
March 25 <sup>th</sup>	Submit corrected Salary Sheets & Organizational Charts.	Department Heads
March 25 <sup>th</sup>	Fleet, IS & Building Maintenance submit recommendations to Finance and requesting department through email.	Fleet Mnt. Supervisor, Network Administrator & Building Mnt. Supervisor
April 8 <sup>th</sup>	Submit request for Capital Outlay.	Department Heads
April 8 <sup>th</sup>	Submit travel and training worksheets.	Department Heads
April 8th	Enter and submit all operating/departmental budgets for FY11 estimate and FY12 requests into Naviline. <i>The total amounts for both FY11 and FY12 must be fully detailed in the miscellaneous information.</i>	Department Heads
April 8th	Engineering submit 5-year Capital Improvements Program (CIP) worksheets to Finance through email.	Engineering Department
April 8th	Submit revenue estimates for the FY11 and FY12 projections for Occupational Licenses, Building Permits, Library, and Recreation accounts, including a brief explanation for the basis of the projections.	Respective Department Heads

## FY2011/2012 Budget Calendar (continued)

DATE	FUNCTION	PARTIES
May 2 <sup>nd</sup>	City Manager preliminary review with City Commissioners	City Manager
May 9 <sup>th</sup> - May 15 <sup>th</sup>	Review budget submissions with City Manager and Department Heads. Make necessary changes and develop City Manager's recommendation.	City Manager & Finance Department
May 13 <sup>th</sup>	Submit Department Goals and Prior Year Accomplishments through email.	Department Heads
May 13 <sup>th</sup>	Submit Performance Measurements to Finance.	Department Heads
May 16 <sup>th</sup> - July 9 <sup>th</sup>	Finalize FY12 Proposed Budget Document for Printing	Finance Department
June 20 <sup>th</sup>	Update City Commission on budget progress.	City Manager
July 1 <sup>st</sup>	The Property Appraiser shall complete assessment of the value of all property no later than July 1 of each year, with exception the department may for good cause shown, extend the time for completion of assessment of all property (CH. 193.023. F.S.). The Property Appraiser transmits "Certification of Taxable Value" to City.	Property Appraiser
July 11 <sup>th</sup> – July 15 <sup>th</sup>	Print Proposed Operating Budget document. Distribute to City Commissioners and Department Heads.	Finance Department
July 18 <sup>th</sup>	Agency Request Presentations to City Commission.	Outside Agencies & City Commission
July 23 <sup>rd</sup>	Budget Workshop	City Commission

## FY2011/2012 Budget Calendar (continued)

DATE	FUNCTION	PARTIES
August 4th	<p>Approve millage certification including tentative millage rate, rolled-back rate, date, time, and place of first public hearing. Date will be set based on receipt of "Certification of Taxable Value".</p> <p>Within 35 days of Certification of Value, the City shall advise the Property Appraiser of its proposed millage rate, rolled-back rate, and of the date, time, and place at which a public hearing will be held to consider the proposed millage rate and the tentative budget. The Property Appraiser will utilize this information in preparing the notice of Adopted property taxes (Section 200.065(4)(b), Fla. Stat.).</p>	City Commission
September 7 <sup>th</sup>	Hold public hearing for the first reading on millage and operating budget resolutions (Section 200.065(4)(c), Fla. Stat).	City Commission
September 7 <sup>th</sup>	Adoption of tentative millage and tentative budget	City Commission
September	<p>Newspaper publications of "Notice of Public Hearing of City Commission's Intent to Adopt Final Millage Rate and Budget."</p> <p>Within 15 days of the meeting adopting the tentative budget, the City must advertise in a newspaper of general circulation in the City, its intent to finally adopt a millage rate and budget.</p>	City Clerk
September 19 <sup>th</sup>	Date of Second Public Hearing	City Commission
September 19 <sup>th</sup>	Hold second reading and adopt final budget and final millage rate (Section 200.065(4)(d), Fla. Stat.).	City Commission
September 22 <sup>nd</sup>	Resolution to establish final millage rate due to Property Appraiser and Tax Collector within 3 days of adoption of final millage rate.	All
October 1 <sup>st</sup>	New budget goes into effect.	City Commission

## FY2011/2012 Budget Calendar (continued)

<b>DATE</b>	<b>FUNCTION</b>	<b>PARTIES</b>
October 7 <sup>th</sup>	Certification of Final Taxable Value to Property Appraiser (Form DR-422)	Finance Department
October 18 <sup>th</sup>	Certification of Compliance with Property Tax Oversight Program to the Florida Dept. of Revenue (Chapter 200, F.S.) within 30 days of adoption of resolution establishing final budget and millage rate.	Finance Department
October 19 <sup>th</sup>	Make final adjustments as approved by the City Commission to the Budget and post Final Budget on website within 30 days after adoption.	Finance Department

## EXPLANATION OF BUDGETARY BASIS

Budgets for funds that have formal budgetary integration are prepared in accordance with generally accepted accounting principles. This includes an original appropriation resolution, a budget amendment for encumbrances outstanding at the end of the previous year and other budget adjustments approved by the City Commission. The basis of budgeting is the same as the basis of accounting.

The following funds are budgeted using the modified accrual basis of accounting: general, special revenue, debt service, and capital projects. Revenue and other governmental fund financing resource increments are recognized in the accounting period when they become susceptible to accrual - that is, when they become both "measurable" and "available" to finance expenditures of the fiscal period.

Licenses and permits, fines and forfeitures, charges for services and miscellaneous revenue (except investment earnings) are recorded as revenue when cash is received because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available. Where grant revenue is dependent upon expenditures by City, revenue is accrued when the related expenditures are incurred.

Special assessments levied are recognized when they become available. Available means when due, or past due and receivable and collected within the current period. Special assessments are a first lien on real property and are due at the date of final levy plus 30 days. If a property owner is unable to pay an assessment in full, the City allows the lien to be paid in annual/monthly installments at interest rates established in Florida Statute 170.09.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest on general long-term debt which is recognized when due.

Proprietary funds are accounted for using the accrual basis of accounting. Revenue is recognized when earned and expenses are recognized when they are incurred. Unbilled utility service receivable is estimated and recorded at year-end.

Fixed assets, which are not used in Proprietary or Fiduciary Fund operations, are accounted for in a separate self-balancing General Fixed Assets Account Group. Long-term debt, which is not intended to be financed through Proprietary or Fiduciary Funds, is accounted for in a separate self-balancing General Long-Term Debt Account Group.

The City maintains budgetary controls at the object of expenditure level by the encumbrance of estimated purchase amounts or contracts.

## THE BUDGET PROCESS

In accordance with Article III, Section 45 (6) of the City Charter, the City Manager annually submits to the City Commission the City of Safety Harbor's Budget, Budget Message and Capital Program. The budget is a policy document that establishes the levels of service to be provided to the City's residents. The budget is subject to certain restrictions, some of which are imposed by state statute and are relatively inflexible. Other factors are the result of policy decisions by the City Commission and may be subject to modification according to changing conditions.

The budget process involves four (4) primary phases comprised of preparation, review, adoption and implementation.

In the preparation phase, each department develops goals and strategies for the upcoming fiscal year and prepares a department budget based on these goals and strategies.

The review phase initially encompasses an extensive review by the City Manager's office, the Finance Department and individual department directors. Upon completion of this review and matching with projected revenues, the Adopted Budget is presented for review to the Finance Advisory Committee and City Commission at respective Budget Work Sessions.

The budget adoption phase must be in accordance with the timing and requirements specified in State Law (F.S. 200.65), wherein a required series of two public hearings are held. At these public hearings, the Ad Valorem millage rate required to fund the budget, as well as the budget, is adopted.

During the budget review and adoption phase the public is invited and encouraged to attend and participate in the budget process.

The implementation phase encompasses the administration of the budget as formally adopted by the City Commission. Budgets for the General, Special Revenue, Debt Service and Capital Projects Funds are budgeted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted, or as amended in accordance with City Ordinance.

Section 7.28 of the City's Code of Ordinances prohibits the expenditure of any money or the occurrence of any liability in excess of the amounts appropriated for these general classifications of expenditures: personal services, contractual and other services, materials and supplies, capital outlay and debt service.

During the fiscal year, budgetary control and revisions are maintained within the department level. The budget process allows for amendments during the year as conditions warrant. Per the City Charter, the City Commission is authorized to make such changes to the budget, as it deems necessary for the proper and economical operation of the City. If, at any time during the fiscal year, the City Manager recommends the re-appropriation of funds not needed for the purpose for which they were appropriated, or the appropriation of any un-appropriated cash surplus, the City Commission may appropriate such funds to any municipal purpose. An amendment may be initiated by the Finance Director, reviewed and approved by the City Manager, and submitted to the City Commission for consideration. With City Commission approval, the fund appropriations are realigned. In addition, the City Manager is authorized to transfer budgeted amounts between line items within a department. All other transfers require Commission approval.

## **THE FUND STRUCTURE**

The City of Safety Harbor organizes its accounts on the basis of funds and account groups, each of which is considered a separate accounting entity. The various funds are grouped into six generic fund types and three broad fund categories as follows:

### **Governmental Fund Types**

#### **General Fund**

The General Fund accounts for all unrestricted sources, except for those that are required to be accounted for in another fund. The following departments or services are categorized in the General Fund: City Commission, City Manager, City Clerk, Personnel, General Finance, Planning, City Attorney, General Government, Law Enforcement, Fire Services, Building Engineering Services, Streets, Fleet Maintenance, Recreation, Parks, Building Maintenance and Library.

#### **Special Revenue Funds**

The Special Revenue Funds account for the proceeds of specific revenue sources that are restricted by law or administrative action for specific purposes. Special Revenue Funds include the following departments and services: Public Safety Impact Fund, Street Improvement funded primarily with gas tax revenues, Marina Boat Basin services, Law Enforcement grant funding, Street Lighting, Parkland, Transportation, Library, Drainage and Parking Impact funding; and the City's Community Redevelopment Agency (Tax Increment Financing District). Beginning in FY 2010, the Library Grants fund was moved to General Fund. For years ending 2009 and 2010, the revenue received from library grants are reflected in general fund revenue schedules.

#### **Debt Service Funds**

The Debt Service Funds account for the accumulation of resources for as well as the payment of interest and principal on general long-term debt. Debt Service Funds include the Capital Improvement Revenue Note, Series 2006, which funded Brick Street Rehabilitation; and the Capital Improvement Revenue Note, Series 2008, which funded the Library Expansion/Renovation project.

#### **Capital Projects Fund**

The Capital Projects Fund accounts for financial resources segregated for the acquisition of major capital facilities and equipment. The Capital Projects Fund records the revenue from the Local Option Sales Tax referred to as "Penny for Pinellas". The Penny for Pinellas Program is vital to the City's Capital Projects. The 'Penny' will generate approximately \$1.172 million dollars in the 2011/12. The Capital Projects fund is one of many funds contained within the City's Capital Improvement Program and accounts for all Capital Improvement Projects that are funded without Enterprise, Special Revenue or impact fee revenues.

## **Proprietary Fund Types**

### **Enterprise Funds**

The Enterprise Funds account for operations that are financed and operated in a manner similar to private business enterprises. The City of Safety Harbor has Stormwater, Water and Wastewater, and Sanitation enterprise funds. The Water and Wastewater Fund consists of seven funds, of which two are for debt service. The Series 2001A Florida Municipal Loan and Series 2006 Capital Improvement Revenue Note debt service funds record debt service for the Stormwater, Water & Wastewater and Sanitation funds. The Water and Wastewater Fund includes Finance Utility Billing, Information Systems, Water and Wastewater. The City is a wholesale water customer of Pinellas County and is responsible for the distribution water lines. The water department constructs and maintains the City's water system infrastructure and conducts water sample testing. The City is part owner of treatment facilities with the City of Clearwater. The wastewater department is responsible for the construction and maintenance of the City's sanitary sewer system infrastructure. The Water Re-Use Fund is set up to accumulate funding for a reclaimed water system in the future. The Sewer Development Fund accounts for sewer impact fee revenue and is restricted for system expansion. The Water & Wastewater/Renewal & Replacement Fund is separated into a Water and Wastewater division. This fund records the capital projects for the Water and Wastewater Enterprise as well as retains a \$500,000 reserve per debt covenant. The last of the Water and Wastewater Funds is the Sewer Assessment Fund, which records billing and collections of sewer assessments from City residents. The Sanitation Fund accounts for waste collection and recycling services to the residents of Safety Harbor. Costs for solid waste removal, commercial and temporary container services, yard waste pick up and special pickups are captured within this fund.

## **Fiduciary Fund Types**

### **Trust and Agency Funds**

The Trust and Agency Funds account for the assets held by a governmental unit as a trustee or agent for individuals, private organizations and/or other governmental units. The City of Safety Harbor has one fiduciary fund for the Fire Pension held by the Florida Municipal Public Trust Fund. The City does not budget for this fund.

## **Account Groups**

### **General Fixed Assets**

The General Fixed Assets Account Group accounts for all fixed assets of the City, except fixed assets of the Enterprise Funds, and certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems. This fund is not budgeted.

### **General Long-Term Debt**

The General Long-Term Debt Group accounts for the outstanding principal balances on any general or special obligation bonds or other long-term debt of the City other than those recorded in the Proprietary Funds. This fund is not budgeted.

## SAFETY HARBOR, FLORIDA



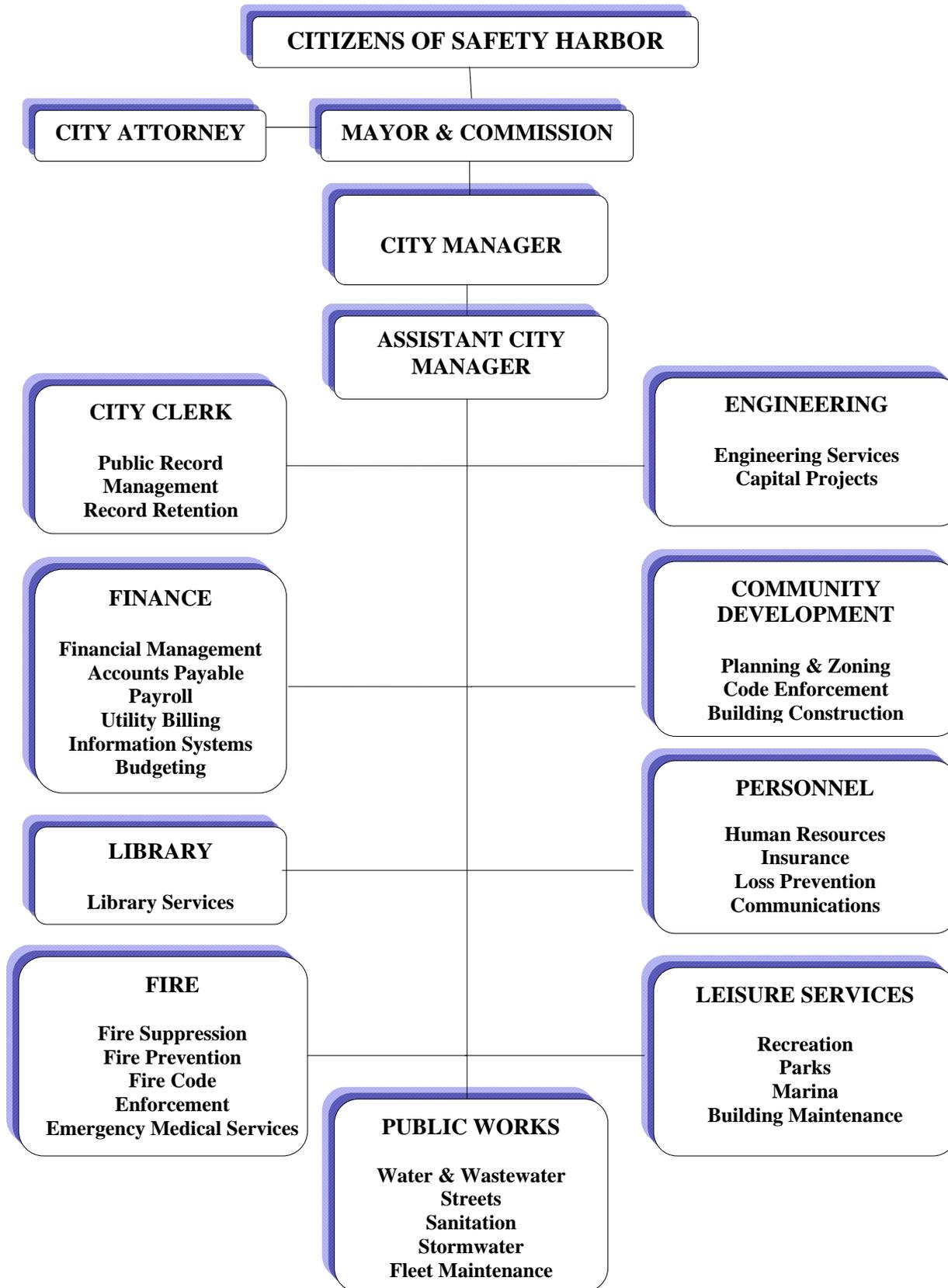
## BUDGETED PERSONNEL

DEPARTMENT	FY 07/08	FY 08/09	FY 09/10	FY 10/11	Proposed		Department
					Changes	FY11/12	Staffing as a % of Total FTEs
City Manager's Office	2.20	2.20	1.95	1.95	-	1.95	1.12%
City Clerk's Office	2.00	2.00	2.00	2.00	(0.70)	1.30	0.75%
Personnel	3.50	3.50	3.50	3.50	-	3.50	2.02%
Finance	5.50	5.50	5.50	4.00	(0.50)	3.50	2.02%
Community Development	4.00	4.00	3.40	3.65	(0.50)	3.15	1.82%
Building	4.00	4.00	4.00	4.00	-	4.00	2.31%
Fire Control & EMS	34.50	34.50	32.00	31.20	(1.70)	29.50	17.02%
Engineering	6.50	6.50	6.55	5.80	(1.50)	4.30	2.48%
Streets	13.20	13.20	13.20	12.20	(1.90)	10.30	5.94%
Fleet Maintenance	4.05	4.05	4.05	4.05	(0.90)	3.15	1.82%
Building Maintenance	5.55	5.55	5.80	5.80	-	5.80	3.35%
Library	14.45	14.70	16.70	17.40	0.50	17.90	10.33%
Recreation	16.90	16.90	15.90	18.95	(0.30)	18.65	10.76%
Marina	0.10	0.10	0.10	0.10	-	0.10	0.06%
Parks	8.30	8.30	8.30	10.55	-	10.55	6.09%
Library Grants Fund	2.00	2.00	-	-	-	-	0.00%
Stormwater	5.20	5.20	5.20	5.20	-	5.20	3.00%
Water & Wastewater Finance	8.25	8.25	8.25	9.85	(0.50)	9.35	5.39%
Information Systems	4.00	4.50	3.50	3.50	0.50	4.00	2.31%
Water	8.20	8.20	8.20	8.20	0.40	8.60	4.96%
Wastewater	10.20	10.20	8.20	8.20	0.40	8.60	4.96%
Sanitation	20.15	20.15	19.15	19.15	0.20	19.35	11.16%
CRA	1.00	1.00	0.60	0.60	-	0.60	0.35%
<b>Total</b>	<b>183.75</b>	<b>184.50</b>	<b>176.05</b>	<b>179.85</b>	<b>(6.50)</b>	<b>173.35</b>	<b>100.00%</b>

**Explanation of changes in Budgeted Personnel:**

1. **City Clerk's Office:** Reduction of Deputy City Clerk position (1.0 FTE); Increase in Part-Time Administrative Assistant (.30 FTE)
2. **Finance:** Reduction of Staff Assistant position (.50 FTE)
3. **Community Development:** Reduction of Engineer/Planning Tech position (.50 FTE)
4. **Fire:** Reduction of Fire Medic positions (2.0 FTE's); Increase in Part-Time Staff Assistant hours (.30 FTE)  
**Engineering:** Reduction of Engineer/Planning Tech position (.50 FTE); Reduction of Construction Inspector position (1.0) FTE. Employee has been transferred to Inventory Control Specialist position in Streets, Fleet Maintenance, Water & Wastewater departments.
6. **Streets:** Addition of Inventory Control Specialist position (.10 FTE); Reduction of Maintenance III position (1.0) FTE; Reduction of Maintenance I position (1.0 FTE)
7. **Fleet Maintenance:** Reduction of Mechanic position (1.0 FTE); Addition of Inventory Control Specialist position (.10 FTE)  
**Library:** Reduction in Library Assistant II full-time position ((1.0 FTE); Addition of 2 Library Assistant I part-time positions (1.25 FTE's); Increase Library Assistant II part-time hours for Reference (.15 FTE); Increase Custodian part-time hours (.10 FTE)
9. **Recreation:** Reduction in part-time Recreation Leader I hours (.30 FTE)
10. **Water & Wastewater Finance:** Reduction of Staff Assistant position (.50 FTE)
11. **Information Systems:** Increase part-time IS Specialist position to full-time (.50 FTE)
12. **Water:** Addition of Inventory Control Specialist position (.40 FTE)
13. **Wastewater:** Addition of Inventory Control Specialist position (.40 FTE)
14. **Sanitation:** Reduction of full-time Sanitation Driver/Collector position (1.0 FTE); Addition of 2 part-time Sanitation Collector positions (1.20 FTE's)

## CITY OF SAFETY HARBOR, FLORIDA ORGANIZATION CHART



SAFETY HARBOR, FLORIDA



**BUDGET**

	<b>GOVERNMENTAL FUNDS</b>			
	<b>GENERAL</b>	<b>CAPITAL PROJECTS</b>	<b>SPECIAL REVENUE</b>	<b>DEBT SERVICE</b>
<b>ESTIMATED REVENUES</b>				
Ad Valorem Taxes	\$ 3,082,340	\$ -	\$ 276,950	\$ -
Other Taxes	2,676,000	1,172,000	-	-
Franchise Fees	1,427,000	-	-	-
Permits, Fees & Special Assessments	116,930	-	18,860	-
Intergovernmental Revenue	2,577,330	-	367,000	-
Charges for Services	800,250	-	51,000	-
Fines & Forfeitures	109,000	-	-	-
Miscellaneous	260,590	39,680	81,570	-
Indirect Allocation	930,850	-	-	-
<b>TOTAL REVENUES</b>	<b>11,980,290</b>	<b>1,211,680</b>	<b>795,380</b>	<b>-</b>
Interfund transfers in	-	-	300,000	574,190
Fund Balances/Reserves/Net Assets	8,749,450	1,660,950	2,437,160	51,490
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 20,729,740</b>	<b>\$ 2,872,630</b>	<b>\$ 3,532,540</b>	<b>\$ 625,680</b>
<b>APPROPRIATED EXPENDITURES</b>				
General Government	\$ 2,420,090	\$ 112,440	\$ 886,950	\$ -
Public Safety	4,923,150	159,000	-	-
Physical Environment	403,510	-	-	-
Transportation	777,480	114,840	851,660	-
Culture and Recreation	3,750,720	188,400	498,090	-
Debt Service	-	-	-	573,980
Non-Operating Expenditures	287,510	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>12,562,460</b>	<b>574,680</b>	<b>2,236,700</b>	<b>573,980</b>
Interfund transfers out	-	1,374,190	-	-
Fund Balances/Reserves/Net Assets	8,167,280	923,760	1,295,840	51,700
<b>TOTAL APPROPRIATIONS, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 20,729,740</b>	<b>\$ 2,872,630</b>	<b>\$ 3,532,540</b>	<b>\$ 625,680</b>

## SUMMARY

	ENTERPRISE FUNDS				
	STORMWATER	WATER & WASTEWATER	SANITATION	DEBT SERVICE	TOTAL ALL FUNDS
<b>ESTIMATED REVENUES</b>					
Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -	\$ 3,359,290
Other Taxes	-	-	-	-	3,848,000
Franchise Fees	-	-	30,000	-	1,457,000
Permits, Fees & Special Assessments	671,000	-	-	-	806,790
Intergovernmental Revenue	-	-	13,400	-	2,957,730
Charges for Services	-	8,330,100	2,800,200	-	11,981,550
Fines & Forfeitures	-	-	-	-	109,000
Miscellaneous	52,370	246,500	101,280	-	781,990
Indirect Allocation	-	573,780	-	-	1,504,630
<b>TOTAL REVENUES</b>	<b>723,370</b>	<b>9,150,380</b>	<b>2,944,880</b>	<b>-</b>	<b>26,805,980</b>
Interfund transfers in	500,000	2,888,200	-	571,750	4,834,140
Fund Balances/Reserves/Net Assets	610,860	12,035,480	1,195,080	389,040	27,129,510
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 1,834,230</b>	<b>\$ 24,074,060</b>	<b>\$ 4,139,960</b>	<b>\$ 960,790</b>	<b>\$ 58,769,630</b>
<b>APPROPRIATED EXPENDITURES</b>					
General Government	\$ -	\$ 1,520,200	\$ -	\$ -	\$ 4,939,680
Public Safety	-	-	-	-	5,082,150
Physical Environment	680,540	8,160,390	2,733,870	-	11,978,310
Transportation	-	-	-	-	1,743,980
Culture and Recreation	-	-	-	-	4,437,210
Debt Service	-	-	38,265	760,870	1,373,115
Non-Operating Expenditures	346,730	1,646,480	500,785	-	2,781,505
<b>TOTAL EXPENDITURES</b>	<b>1,027,270</b>	<b>11,327,070</b>	<b>3,272,920</b>	<b>760,870</b>	<b>32,335,950</b>
Interfund transfers out	95,750	3,311,840	52,360	-	4,834,140
Fund Balances/Reserves/Net Assets	711,210	9,435,150	814,680	199,920	21,599,540
<b>TOTAL APPROPRIATIONS, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 1,834,230</b>	<b>\$ 24,074,060</b>	<b>\$ 4,139,960</b>	<b>\$ 960,790</b>	<b>\$ 58,769,630</b>

# METHODOLOGY OF REVENUE FORECASTING

The following are assumptions concerning revenues on a fund-by-fund basis, unless otherwise indicated.

FUND	REVENUE SOURCE	METHOD OF FORECAST PROJECTION
<b>All Applicable</b>	Investments (Interest Income)	The revenue generated from interest investments is estimated based on the investment market and cash flow forecasts. Interest income has fluctuated over the past years due mainly to the variances in interest rates. Therefore, interest income is difficult to estimate.
<b>General Fund</b>	Ad Valorem Taxes  <b>Chart Reference Page 71</b>	Assessed Valuation multiplied by the proposed millage of 3.3808, less 5% for assumed non-collection and/or discounts taken for early payment.
	Franchise Fees  <b>Chart Reference Page 72</b>	The City collects franchise fees for electric, natural gas and cable television. The revenue estimated is based on rate increase information received from the respective companies and historical trend analysis.
	Utility Service Taxes/Other Taxes  <b>Chart Reference Page 73</b>	The revenue received from this tax is based on expected growth and historical trends.
	Occupational Taxes	The revenue received from issuing licenses to City businesses is estimated based on license costs, historical trends and conservative growth expectations.
	Permits (Building and Other)  <b>Chart Reference Page 74</b>	The revenue generated by the various types of building permits is calculated by determining the amount of undeveloped land and anticipated new development, as well as the historical trend for improving existing buildings.

FUND	REVENUE SOURCE	METHOD OF FORECAST PROJECTION
<b>General Fund (continued)</b>	State Revenue Sharing  <b>Chart Reference Page 72</b>	The City receives revenue from the State of Florida. The State determines the distribution to the local governments based upon receipts, population and municipal assessed value per capita. The City receives revenue from the State from the following sources: sales tax, cigarette tax, gas tax, mobile home licenses and State Revenue Sharing.
	Fire District Taxes	Assumes approximately 5.71 percent of Fire Budget, net EMS. This percentage changes based on the portion of the unincorporated areas serviced in the County.
	General Government	The City receives revenue from engineering fees, plan check fees, re-inspection fees and fire inspection fees. This revenue estimate is determined by historical trend analysis
	Public Safety Fees	Historical trend analysis and tracking of fire inspections and building construction.
	Physical Environment	Historical trend analysis and tracking of code violations.
	Culture/Recreation Fees  <b>Chart Reference Page 73</b>	These user fees offset a portion of the costs associated with the Recreation Department. Public participation is estimated to result in revenues three percent higher than current year. No fee increases are incorporated in this budget.
	Court/Library Fees and Fines	This revenue is the City's share of fines collected by the County for traffic offenses and misdemeanors, combined with library fees and fines collected throughout the year. Current year trend analysis from County generated fines indicates a decline of approximately thirty-five percent in revenue.
	Other Miscellaneous Revenues	The revenue is based upon prior years' historical trends.
	Administrative Overhead	Based upon indirect cost allocation formulas.
	<i>Interfund Transfers</i>	These transfers vary annually depending on debt service requirements and prioritization of City priorities.
<b>Stormwater Fund</b>	Intergovernmental Revenue	This revenue is based on grants awarded by the Florida Department of Environmental Protection (FDEP) and the Southwest Florida Water Management District for improvements on South Bayshore. Revenue from these funding agreements are reimbursement based and dependent upon actual expenditures incurred for the South Bayshore project. The FDEP funds are federal funds passing through the FDEP.

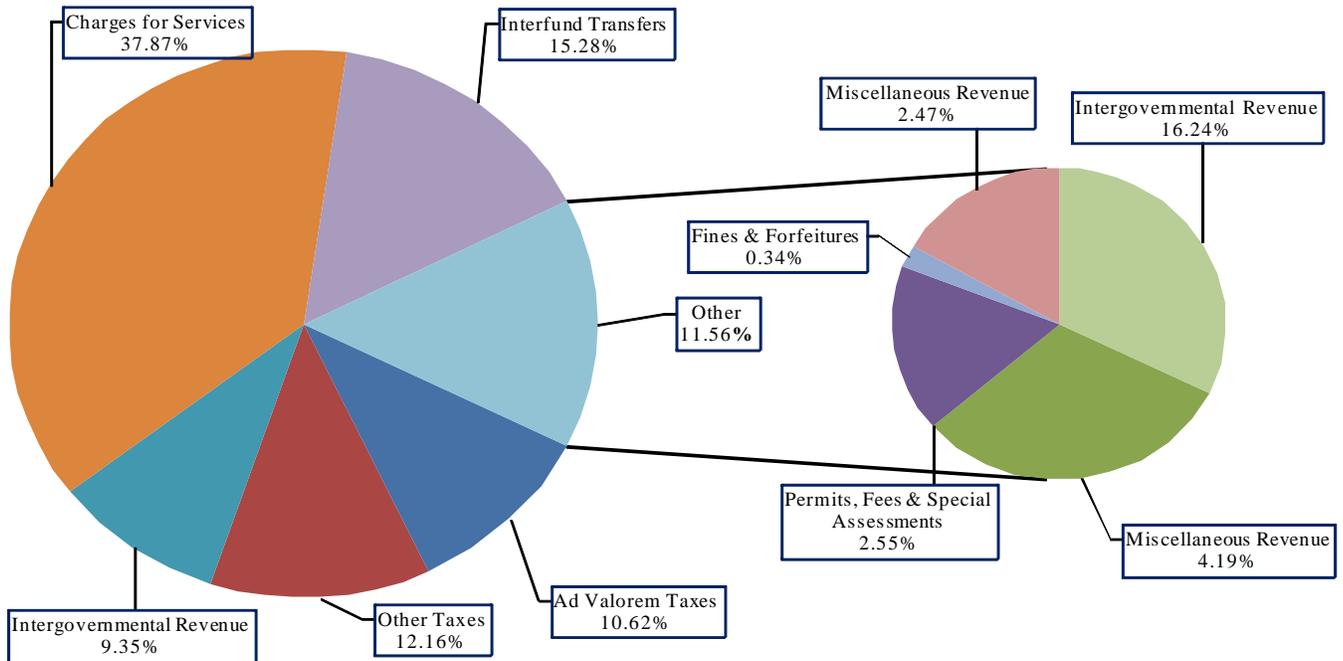
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>FUND</b>	<b>REVENUE SOURCE</b>	<b>METHOD OF FORECAST PROJECTION</b>
<b>Stormwater Fund (cont'd)</b>	Stormwater Utility Fees	Based on \$5.00 per Equivalent Residential Unit (ERU) effective 10/1/10
	<i>Interfund Transfers</i>	These transfers vary annually depending on debt service requirements and prioritization of City priorities.
<b>Public Safety Fund</b>	Public Service Building Construction	Based on estimate of new building construction.
<b>Street Improvement Fund</b>	Local Option Gas Tax	State's forecast adjusted for historical trend analysis, the discretionary rate and population. Distributed by Pinellas County to municipalities per Interlocal Agreement.
<b>Debt Service Funds</b>	<i>Interfund Transfers</i>	Debt service requirements per bond covenants. Transfer of funds from non ad valorem revenues.
<b>2001 Water &amp; Wastewater Revenue Bond</b>	<i>Interfund Transfers</i> Water & Wastewater Revenue Fund	Balance required for FY 2011/2012 debt service payment. Utility system improvements and refunding.
<b>2006 Capital Improvement Revenue Note</b>	<i>Interfund Transfers</i> Water & Wastewater Revenue Fund	Balance required for FY 2011/2012 debt service payment. Stormwater, water and wastewater system and sanitation capital improvements.
<b>2006 Capital Improvement Revenue Note</b>	<i>Interfund Transfers</i> Capital Projects & Stormwater	Balance required for FY 2011/2012 debt service payment. Capital improvements include streets.
<b>2008 Public Improvement Revenue Note</b>	<i>Interfund Transfers</i>	Balance required for FY 2011/2012 debt service payments from the Capital Projects Fund. Capital improvement for the Library Expansion Project.
<b>Capital Projects Fund</b>	Local Government Infrastructure (Penny for Pinellas)	Funded by Discretionary Sales Tax to be used only for new or improved infrastructure throughout the City. State forecasts. Revenue is distributed to the County based on formula for discretionary rate percentage and population. Pinellas County distributes to municipalities per the distribution formula in an Interlocal Agreement.
<b>Water &amp; Wastewater Fund</b>	Water Sales/Sewer Charges & Late Charges	Historical trend analysis and rate increases adopted by the City Commission. No rate increases scheduled.
	Indirect Cost Allocation	Based upon indirect cost allocation formulas.
<b>Sanitation Fund</b>	Solid Waste Franchise Fee	Historical trend analysis
	Sanitation/Refuse Charges	Based on number of residential homes and historical trend analysis and rate increases. No rate increases scheduled.
	Sanitation Impact Fee	Based on estimate of new construction.

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>FUND</b>	<b>REVENUE SOURCE</b>	<b>METHOD OF FORECAST PROJECTION</b>
<b>Wastewater Development Fund</b>	Sewer Development Fee	Based on estimate of new construction.
<b>Water &amp; Wastewater Renewal &amp; Replacement</b>	Miscellaneous Revenue	Departmental estimate for backflow prevention installations.
	Interfund Transfers	These transfers vary annually dependent upon City priorities and projects. Per bond covenant, requires minimum fund reserve of \$500,000. Transfers from Water & Wastewater Fund to maintain the minimum fund reserve.
<b>Street Light Fund</b>	Interfund Transfers	In FY 2011/2012, there is no transfer from General Fund to the Street Light Fund for utility costs for street lights.
<b>Parkland Fund</b>	Parkland Impact Fee	Based on estimate of new construction.
<b>Transportation Impact Fee Fund</b>	Transportation Impact Fee	Based on estimate of new construction.
<b>Library Impact Fee Fund</b>	Library Impact Fee	Based on estimate of new construction.
<b>Assessment Funds – Street Improvement/ Sewer Construction</b>	Street Improvement Assessments/ Sewer Construction Assessments	Revenues are collected on a project-by-project basis. The revenues estimated are reimbursements for completed projects.

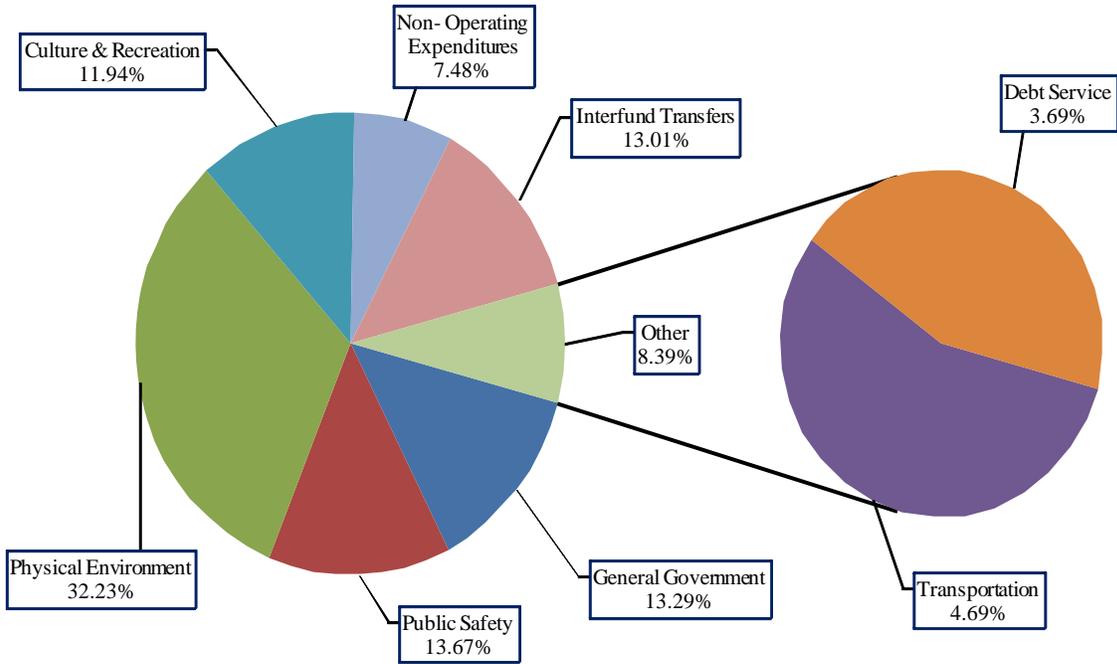
## CITYWIDE ESTIMATED REVENUES



Percentages are based on Total Revenue and Transfers excluding Reserves

REVENUE CATEGORY	Adopted Budget 2011 -12
Ad Valorem Taxes	\$ 3,359,290
Other Taxes	3,848,000
Franchise Fees	1,457,000
Permits, Fees & Special Assessments	806,790
Intergovernmental Revenue	2,957,730
Charges for Services	11,981,550
Fines & Forfeitures	109,000
Miscellaneous Revenue	781,990
Indirect Allocations	1,504,630
<b>Subtotal Revenues</b>	<b>26,805,980</b>
Interfund Transfers	4,834,140
Total Revenues and Transfers	31,640,120
Fund Balance Carryforward	27,129,510
<b>Total Revenues, Transfers and Fund Balance Carryforward</b>	<b>\$ 58,769,630</b>

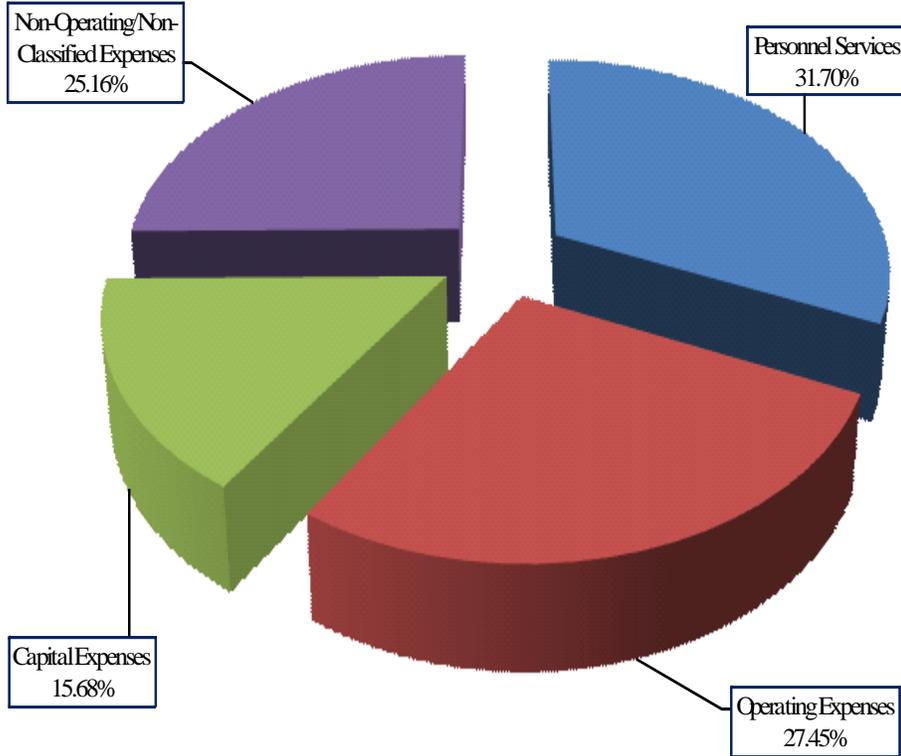
## CITYWIDE ESTIMATED EXPENDITURES



EXPENDITURE CATEGORY	Adopted Budget 2011-12
General Government	\$ 4,939,680
Public Safety	5,082,150
Physical Environment	11,978,310
Transportation	1,743,980
Culture & Recreation	4,437,210
Debt Service	1,373,115
Non- Operating Expenditures	2,781,505
<b>Subtotal Expenditures</b>	<b>\$ 32,335,950</b>
Interfund Transfers	4,834,140
<b>Total Expenditures &amp; Transfers</b>	<b>37,170,090</b>
Fund Balance	21,599,540
<b>Total Expenditures, Transfers, Fund Balance</b>	<b>\$ 58,769,630</b>

Percentages are based on Total Expenditures and Transfers excluding Reserves

### CITYWIDE ESTIMATED EXPENDITURES



	<b>Estimate FY2011</b>	<b>% of Total</b>	<b>Adopted FY2012</b>	<b>% of Total</b>
Personnel Services	12,472,390	35.66%	11,782,510	31.70%
Operating Expenses	9,548,338	27.30%	10,204,990	27.45%
Capital Expenses	7,001,644	20.02%	5,829,760	15.68%
Non-Operating/Non-Classified Expenses	5,951,354	17.02%	9,352,830	25.16%
<b>Total Expenditures</b>	<b>\$ 34,973,726</b>	<b>100%</b>	<b>\$ 37,170,090</b>	<b>100%</b>
Fund Balance	27,129,696		21,599,540	
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 62,103,422</b>		<b>\$ 58,769,630</b>	

**CITYWIDE EXPENDITURES BY FUND**

<b>FundDescription</b>	<b>Personnel Services</b>	<b>Operating Expenses</b>	<b>Capital Expenses</b>	<b>Non- Operating Expenses</b>	<b>Reserves</b>	<b>Total Expenditures &amp; Reserves</b>
01 - General Fund	\$ 8,168,050	\$ 3,649,920	\$ 104,000	\$ 640,490	\$ 8,167,280	\$ 20,729,740
12 - Public Safety	-	-	-	-	74,790	74,790
14 - Street Improvement	-	432,740	149,900	-	337,410	920,050
15 - Marina	8,300	5,400	-	4,390	267,780	285,870
23 - 2006 Capital Improvement Revenue Note	-	-	-	25,190	5,550	30,740
24 - 2008 Capital Improvement Revenue Note	-	-	-	548,790	46,150	594,940
32 - Capital Projects	-	-	574,680	1,374,190	923,760	2,872,630
62 - Street Lighting Improvement	-	269,020	-	-	109,840	378,860
63 - Parkland Impact	-	25,000	455,000	-	413,740	893,740
64 - Transportation Impact	-	-	-	-	70,720	70,720
67 - Community Development Agency	85,170	141,960	659,820	-	-	886,950
74 - Street Assessment	-	-	-	-	21,560	21,560
<b>Total Governmental Funds</b>	<b>8,261,520</b>	<b>4,524,040</b>	<b>1,943,400</b>	<b>2,593,050</b>	<b>10,438,580</b>	<b>27,760,590</b>
11 - Stormwater	325,620	293,680	61,240	442,480	711,210	1,834,230
20 - 2001 W&S Florida Municipal Bond	-	-	-	188,500	112,210	300,710
22 - 2006 Capital Improvement Revenue Note	-	-	-	572,370	87,710	660,080
41 - Water & Wastewater	1,991,440	4,135,200	135,080	4,964,520	6,877,860	18,104,100
43 - Reclaimed Water	-	-	-	-	567,810	567,810
44 - Sanitation	1,203,930	1,109,400	420,040	591,910	814,680	4,139,960
47 - Wastewater Development	-	10,000	-	-	802,010	812,010
48 - Water & Wastewater Renewal & Replacement	-	132,670	3,270,000	-	1,165,430	4,568,100
77 - Wastewater Assessment	-	-	-	-	22,040	22,040
<b>Total Enterprise Funds</b>	<b>3,520,990</b>	<b>5,680,950</b>	<b>3,886,360</b>	<b>6,759,780</b>	<b>11,160,960</b>	<b>31,009,040</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 11,782,510</b>	<b>\$ 10,204,990</b>	<b>\$ 5,829,760</b>	<b>\$ 9,352,830</b>	<b>\$ 21,599,540</b>	<b>\$ 58,769,630</b>

**CITYWIDE ESTIMATED REVENUES BY SOURCE**

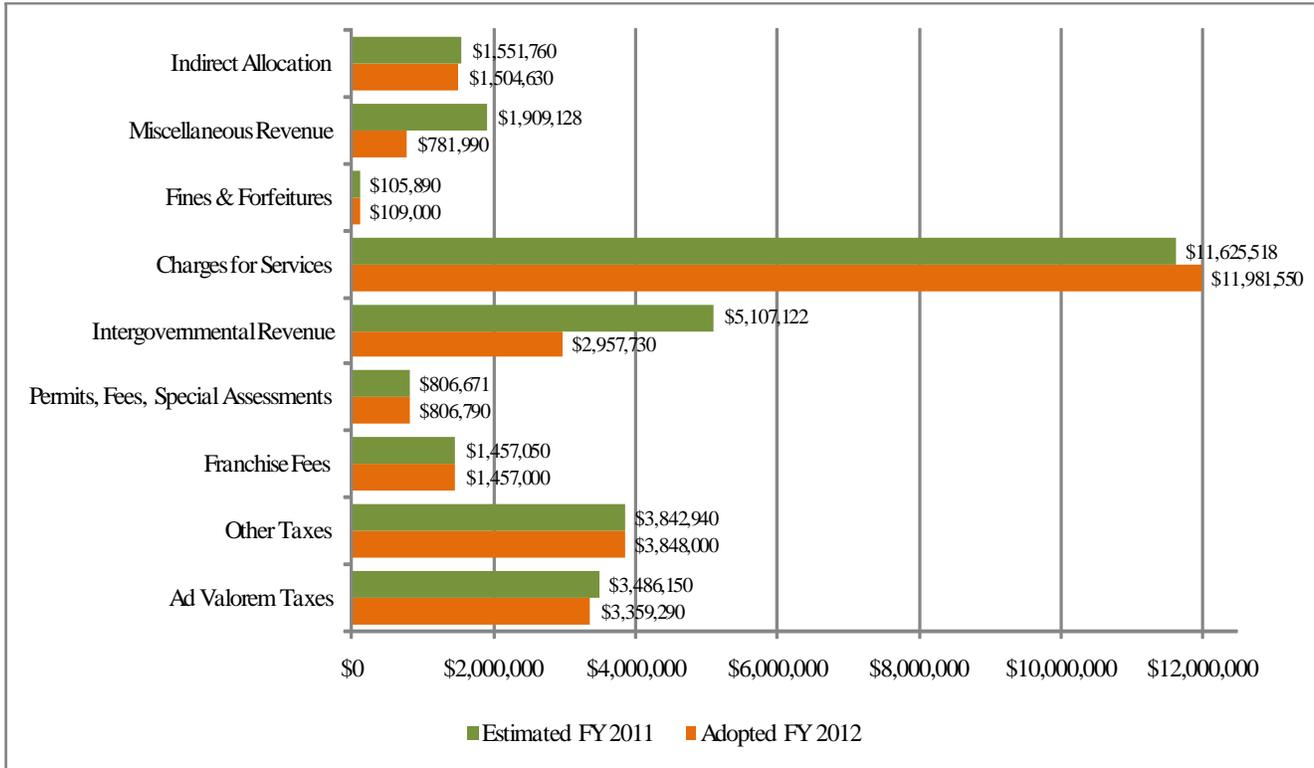
<b>Revenue Category</b>	<b>Estimated Actual 2010-11</b>	<b>Adopted Budget 2011-12</b>	<b>FY 2012 Adopted Over (Under) FY 2011 Estimated</b>	<b>% Change FY 2012 Over (Under) FY11 Estimate</b>
Ad Valorem Taxes	\$ 3,486,150	\$ 3,359,290	\$ (126,860)	-3.64%
Other Taxes	3,842,940	3,848,000	5,060	0.13%
Franchise Fees	1,457,050	1,457,000	(50)	0.00%
Permits, Fees, Special Assessments	806,671	806,790	119	0.01%
Intergovernmental Revenue	5,107,122	2,957,730	(2,149,392)	-42.09%
Charges for Services	11,625,518	11,981,550	356,032	3.06%
Fines & Forfeitures	105,890	109,000	3,110	2.94%
Miscellaneous Revenue	1,909,128	781,990	(1,127,138)	-59.04%
Indirect Allocation	1,551,760	1,504,630	(47,130)	-3.04%
<b>Revenues Sub-Total</b>	<b>29,892,229</b>	<b>26,805,980</b>	<b>(3,086,249)</b>	<b>-10.32%</b>
Interfund Transfers	1,547,170	4,834,140	3,286,970	212.45%
Total Revenues & Transfers	31,439,399	31,640,120	200,721	0.64%
Fund Balance Carryforward	30,664,023	27,129,510	(3,534,513)	-11.53%
<b>Total Revenues, Transfers &amp; Fund Balance</b>	<b>\$ 62,103,422</b>	<b>\$ 58,769,630</b>	<b>\$ (3,333,792)</b>	<b>-5.37%</b>

**CITYWIDE ESTIMATED EXPENDITURES BY TYPE**

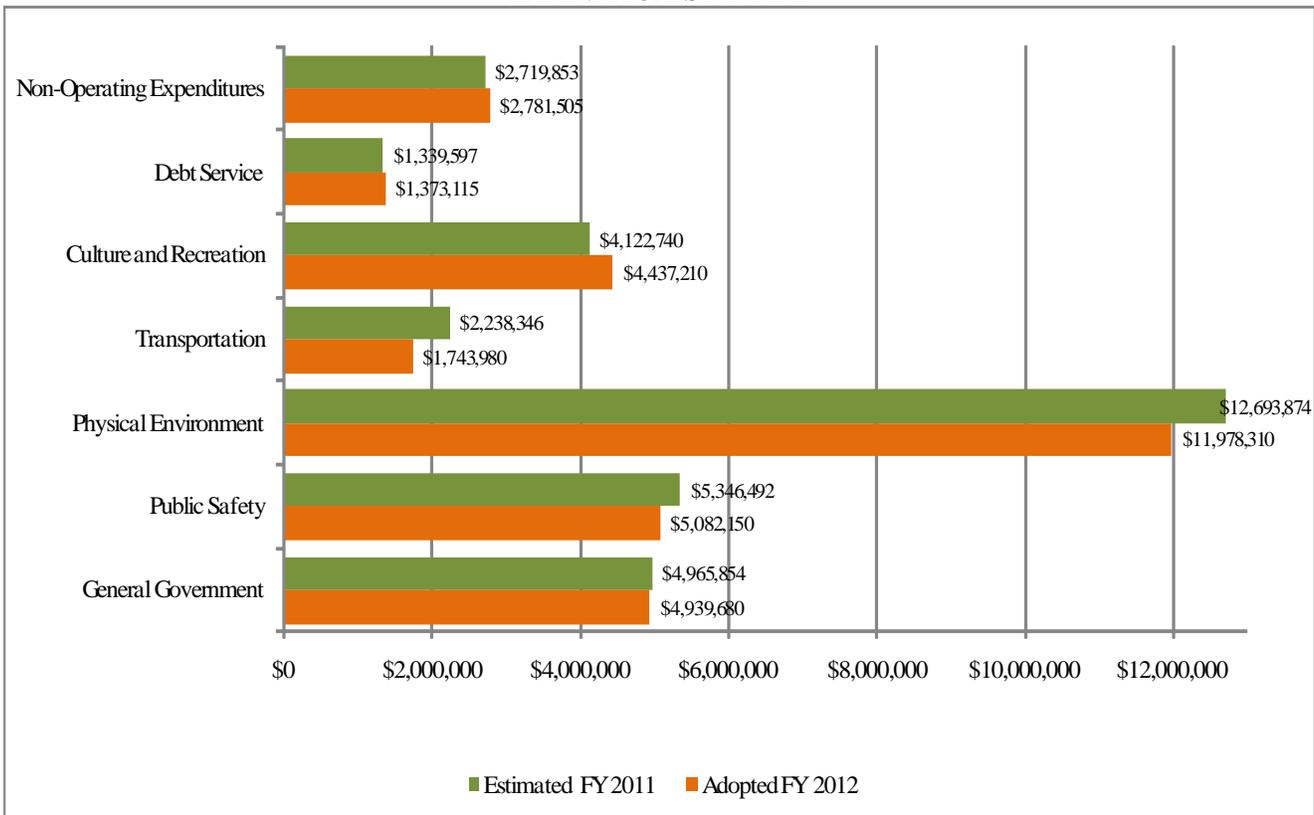
<b>Expenditure Category</b>	<b>Estimated Actual 2010-11</b>	<b>Adopted Budget 2011-12</b>	<b>FY 2012 Adopted Over (Under) FY 2011 Estimated</b>	<b>% Change FY 2012 Over (Under) FY11 Estimate</b>
General Government	\$ 4,965,854	\$ 4,939,680	\$ (26,174)	-0.53%
Public Safety	5,346,492	5,082,150	(264,342)	-4.94%
Physical Environment	12,693,874	11,978,310	(715,564)	-5.64%
Transportation	2,238,346	1,743,980	(494,366)	-22.09%
Culture and Recreation	4,122,740	4,437,210	314,470	7.63%
Debt Service	1,339,597	1,373,115	33,518	2.50%
Non-Operating Expenditures	2,719,853	2,781,505	61,652	2.27%
<b>Expenditures Sub-Total</b>	<b>33,426,756</b>	<b>32,335,950</b>	<b>(1,090,806)</b>	<b>-3.26%</b>
Interfund Transfers	1,547,170	4,834,140	3,286,970	212.45%
Total Expenditures & Transfers	34,973,926	37,170,090	2,196,164	6.28%
Fund Balance	27,129,496	21,599,540	(5,529,956)	-20.38%
<b>Total Expenditures, Transfers &amp; Fund Balance</b>	<b>\$ 62,103,422</b>	<b>\$ 58,769,630</b>	<b>\$ (3,333,792)</b>	<b>-5.37%</b>

**CITYWIDE FISCAL YEAR COMPARISON**

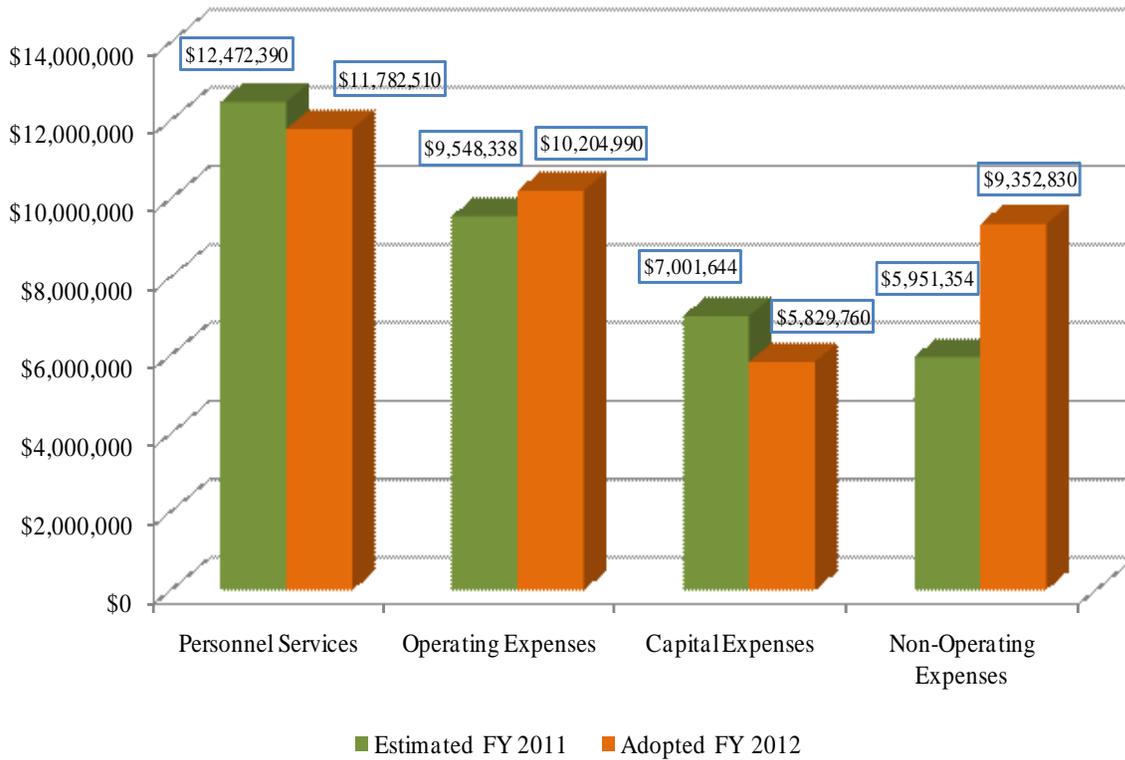
**REVENUES BY SOURCE**



**EXPENDITURES BY TYPE**



**CITYWIDE EXPENDITURES BY OBJECT**



	<b>Estimate FY2011</b>	<b>Adopted FY2012</b>	<b>FY 2012 Over (Under) FY 2011</b>	<b>% Change Over FY 2011</b>
Personnel Services	\$ 12,472,390	\$ 11,782,510	\$ (689,880)	-5.53%
Operating Expenses	\$ 9,548,338	\$ 10,204,990	656,652	6.88%
Capital Expenses	\$ 7,001,644	\$ 5,829,760	(1,171,884)	-16.74%
Non-Operating Expenses	\$ 5,951,354	\$ 9,352,830	3,401,476	57.15%
<b>Subtotal Expenditures</b>	<b>34,973,726</b>	<b>37,170,090</b>	<b>2,196,364</b>	6.28%
Fund Balance	27,129,696	21,599,540	(5,530,156)	-20.38%
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 62,103,422</b>	<b>\$ 58,769,630</b>	<b>\$ (3,333,792)</b>	-5.37%

**FY 2011-2012 CITYWIDE CAPITAL IMPROVEMENT SUMMARY**

<b>Project #</b>	<b>Account #</b>	<b>Project</b>	<b>\$</b>
<b>Fund 11- Stormwater</b>			
DR0006	011-2037-538-5330	Citywide Stormwater Improvements	\$ 125,000
DR0040	011-2037-538-5330	Pond Maintenance Program	25,000
DR0027	011-2037-538-6300	Upper Mullet Creek Mitigation	50,000
PWE001	011-2037-538-6440	Share of Public Works Security Camera System	1,900
PWE002	011-2037-538-6440	Share of Public Works Network Switch	1,340
SME004	011-2037-538-6440	DR Field and Brush Mower	4,000
SME005	011-2037-538-6440	Multiquip Power Wagon	4,000
<b>Stormwater Fund Total</b>			<u>\$ 211,240</u>
<b>Fund 14- Street Improvement</b>			
ST0013	014-2031-541-3470	Street Resurfacing Program	400,000
ST0001	014-2031-541-6300	Sidewalk Repair & Replacement	40,000
ST0024	014-2031-541-6300	Traffic Analysis & Implementation	10,000
ST0031	014-2031-541-6300	Bridge Improvements	20,000
ST0032	014-2031-541-6300	New Sidewalk Construction	40,000
ST0038	014-2031-541-6300	Street Sign Improvement	39,900
<b>Street Improvement Fund Total</b>			<u>\$ 549,900</u>
<b>Fund 32- Capital Improvement</b>			
<b>General Government</b>			
CHE001	032-3020-519-6400	Replace Six (6) Air Conditioning Units at City Hall	40,000
<b>Capital Improvement - General Government Total</b>			<u>40,000</u>
<b>Fire Control &amp; EMS</b>			
PSV004	032-3022-522-6401	Replace Vehicle #800 (U52)	33,000
PSO001	032-3022-522-6430	PBX Phone System FS 52	2,000
PSE002	032-3022-522-6440	911 Encoder	32,000
PSE003	032-3022-522-6440	A/C Unit Replacement (FS 52)	5,000
PSE004	032-3022-522-6440	Network Switch (FS 52)	8,000
PSE005	032-3022-522-6440	Phone System Integration	4,000
PSE006	032-3022-522-6440	100 KW Emergency Power Generator (FS 53)	75,000
<b>Capital Improvement - Fire Control &amp; EMS Total</b>			<u>159,000</u>
<b>Streets</b>			
NP0001	032-3031-541-6300	Neighborhood Projects & Beautification Grants	25,000
ST0028	032-3031-541-6300	Citywide Brick Street Restoration	30,000
STV001	032-3031-541-6401	Replace One Ton Dump Truck (Vehicle #338)	50,000
PWE001	032-3031-541-6440	Share of Public Works Security Camera System	1,900
PWE002	032-3031-541-6440	Share of Public Works Network Switch	1,340
STE004	032-3031-541-6440	Magnum Stump Grinder	4,500
STE005	032-3031-541-6440	Wacker Plate Compactor	2,100
<b>Capital Improvement - Streets Total</b>			<u>114,840</u>

**FY 2011-2012 CITYWIDE CAPITAL IMPROVEMENT SUMMARY**

<b>Project #</b>	<b>Account #</b>	<b>Project</b>	<b>\$</b>
<b>Fleet Maintenance</b>			
PWE001	032-3033-519-6440	Share of Public Works Security Camera System	1,100
PWE002	032-3033-519-6440	Share of Public Works Network Switch	1,340
FLE001	032-3033-519-6440	Ten Ton Overhead Bridge Crane	70,000
<b>Capital Improvement - Fleet Maintenance Total</b>			<u>72,440</u>
<b>Library</b>			
LBE002	032-3055-571-6440	Phone System Integration	4,000
<b>Capital Improvement - Library Total</b>			<u>4,000</u>
<b>Recreation</b>			
RCO001	032-3056-572-6430	PBX Phone System	12,500
RCE001	032-3056-572-6440	Network Switches	13,000
RCE002	032-3056-572-6440	Gym #1 A/C Replacement	36,000
<b>Capital Improvement - Recreation Total</b>			<u>61,500</u>
<b>Parks</b>			
PKV004	032-3058-572-6401	Replace 1999 Ford F-150 Pickup Truck (Vehicle #106)	35,000
PKV005	032-3058-572-6401	Replace 1999 Ford F-350 1 Ton Flat Bed Dump Truck (Vehicle #415)	48,000
PKO001	032-3058-572-6430	PBX Phone System	4,000
PKE001	032-3058-572-6440	Scissors Lift	25,000
PKE002	032-3058-572-6440	Network Switches	5,900
PKE003	032-3058-572-6440	Watering Truck Apparatus	5,000
<b>Capital Improvement - Parks Total</b>			<u>122,900</u>
<b>Capital Improvement Fund Total</b>			<u>\$ 574,680</u>
<b>Fund 41- Water &amp; Wastewater</b>			
UT0065	041-4015-513-6440	Radio Frequency Meter/Water Readers	40,000
ISVIRT	041-4016-513-6440	Server Virtualization	35,000
UT0046	041-4035-533-3490	Utility Rate Study	7,500
WTV001	041-4035-533-6401	Replace 2001 Ford 3/4 Ton Pickup Truck (Vehicle #200)	25,000
PWE001	041-4035-533-6440	Share of Public Works Security Camera System	3,700
PWE002	041-4035-533-6440	Share of Public Works Network Switch	1,340
SWV001	041-4036-535-6401	Replace 2003 Ford 3/4 Ton Pickup Truck (Vehicle #201)	25,000
PWE001	041-4036-535-6440	Share of Public Works Security Camera System	3,700
PWE002	041-4036-535-6440	Share of Public Works Network Switch	1,340
<b>Water &amp; Wastewater Fund Total</b>			<u>\$ 142,580</u>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

Project #	Account #	Project	\$
<b>Fund 44- Sanitation</b>			
UT0046	044-4532-534-3490	Utility Rate Study	7,500
SNI001	044-4532-534-6200	Equipment Storage Awning	200,000
SNV002	044-4532-534-6401	Replace Claw Truck (Vehicle #321)	125,000
SNV003	044-4532-534-6401	Replace Dumpster Transporter (Vehicle #324)	90,000
PWE001	044-4532-534-6440	Share of Public Works Security Camera System	3,700
PWE002	044-4532-534-6440	Share of Public Works Network Switch	1,340
<b>Sanitation Fund Total</b>			<u>\$ 427,540</u>
<b>Fund 48- Water &amp; Wastewater Renewal &amp; Replacement Fund</b>			
<b>Water</b>			
UT0081	048-4035-533-6300	Replace 1" Water Line at 9th Avenue and 2nd Street	70,000
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund - Water Total</b>			<u>70,000</u>
<b>Wastewater</b>			
UT0046	048-4036-535-3490	Utility Rate Study	15,000
UT0005	048-4036-535-6300	Northeast Regional Wastewater Treatment Plant Improvements	2,800,000
UT0071	048-4036-535-6300	North Bay Hills Main Replacement	400,000
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund - Wastewater Total</b>			<u>3,215,000</u>
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund Total</b>			<u>\$ 3,285,000</u>
<b>Fund 63 - Parkland Fund</b>			
PDI001	063-6058-572-6300	City Park Fence Improvements	70,000
PRCHST	063-6058-572-6300	Church Street Park	385,000
<b>Parkland Fund Total</b>			<u>\$ 455,000</u>
<b>Fund 67 - Community Redevelopment Fund</b>			
CRLA01	067-6517-515-6300	Land Assembly - Spa	619,820
CRSBPD	067-6517-515-6300	South Bayshore Pedestrian Improvements	40,000
<b>Community Redevelopment Fund Total</b>			<u>\$ 659,820</u>
<b>Total Capital Improvements</b>			<u><u>\$ 6,305,760</u></u>

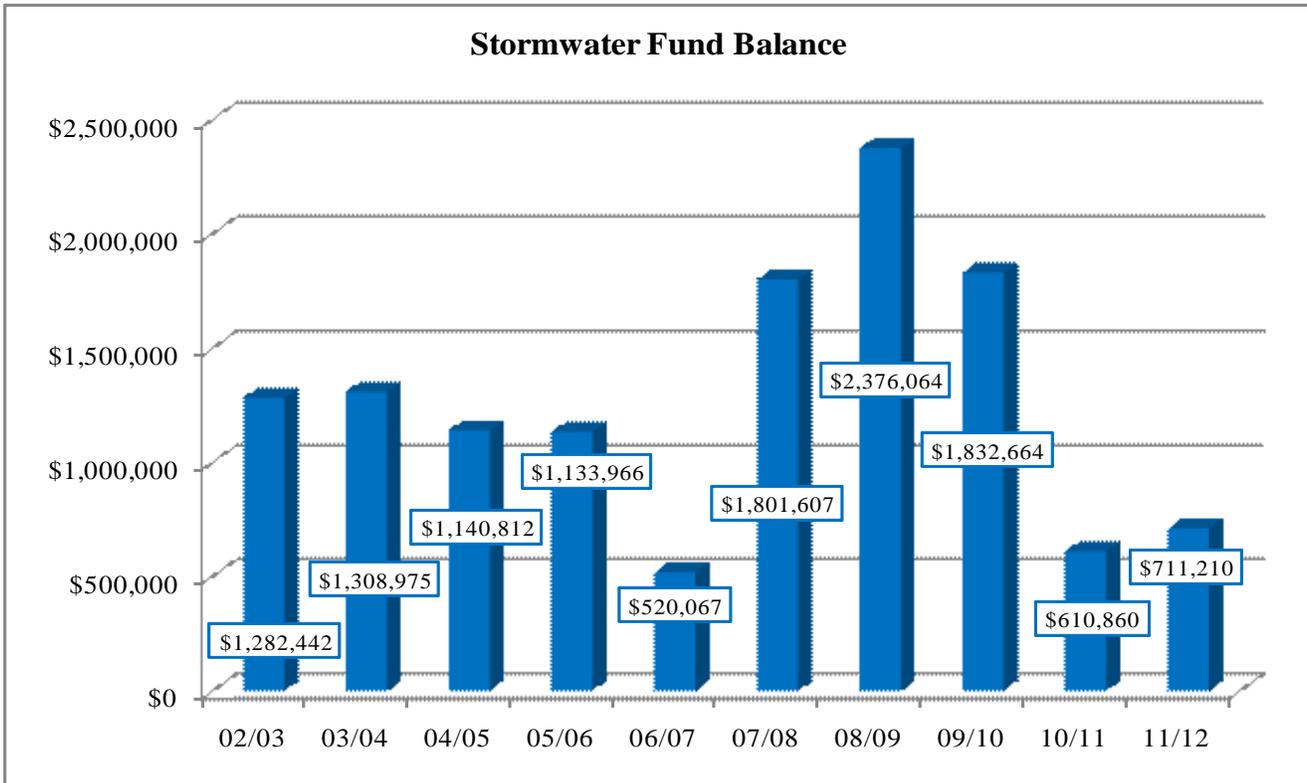
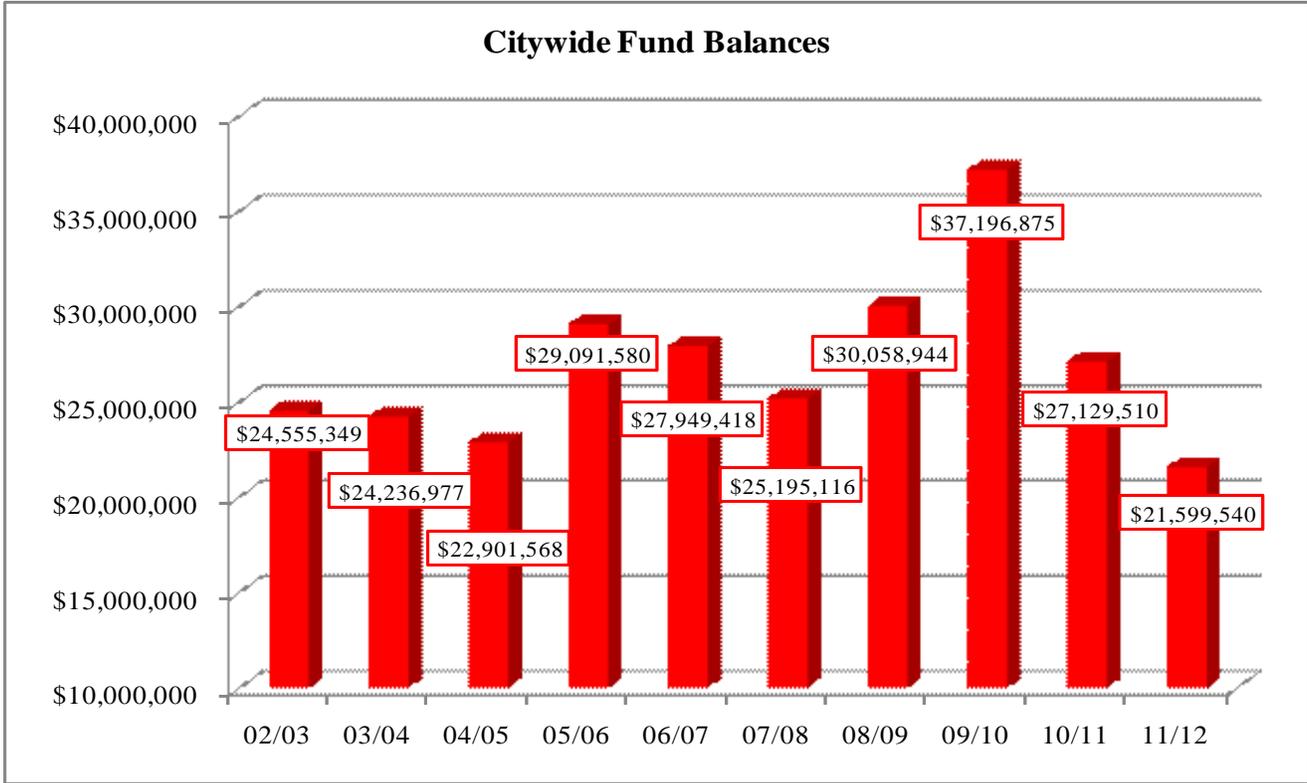
**SCHEDULE OF INTERFUND TRANSFERS**

	Governmental Funds	Enterprise Funds	Total Interfund Transfers
<b><i>Governmental</i></b>			
Transfer to Street Improvement from:			
Capital Projects Fund	\$ 300,000	\$ -	\$ 300,000
Transfers to Debt Service from:			
Capital Projects Fund	574,190	-	574,190
Transfers to Stormwater from:			
Capital Projects Fund	500,000	-	500,000
Total Governmental Funds	<u>1,374,190</u>	<u>-</u>	<u>1,374,190</u>
<b><i>Enterprise</i></b>			
Transfer to Water & Wastewater Renewal & Replacement from:			
Water & Wastewater	-	2,888,200	2,888,200
Transfer to Debt Service from:			
Stormwater Fund	-	95,750	95,750
Water and Wastewater	-	423,640	423,640
Sanitation	-	52,360	52,360
Total Enterprise Funds	<u>-</u>	<u>3,459,950</u>	<u>3,459,950</u>
<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>\$ 1,374,190</u></b>	<b><u>\$ 3,459,950</u></b>	<b><u>\$ 4,834,140</u></b>

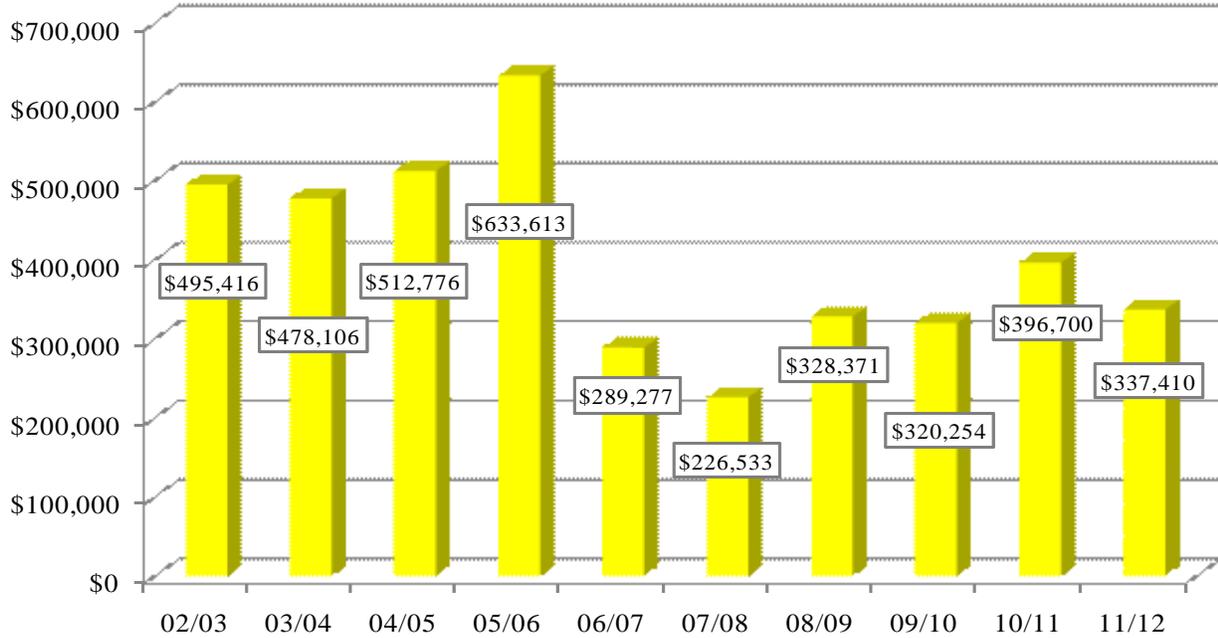
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

CITYWIDE 10 YEAR FUND BALANCES

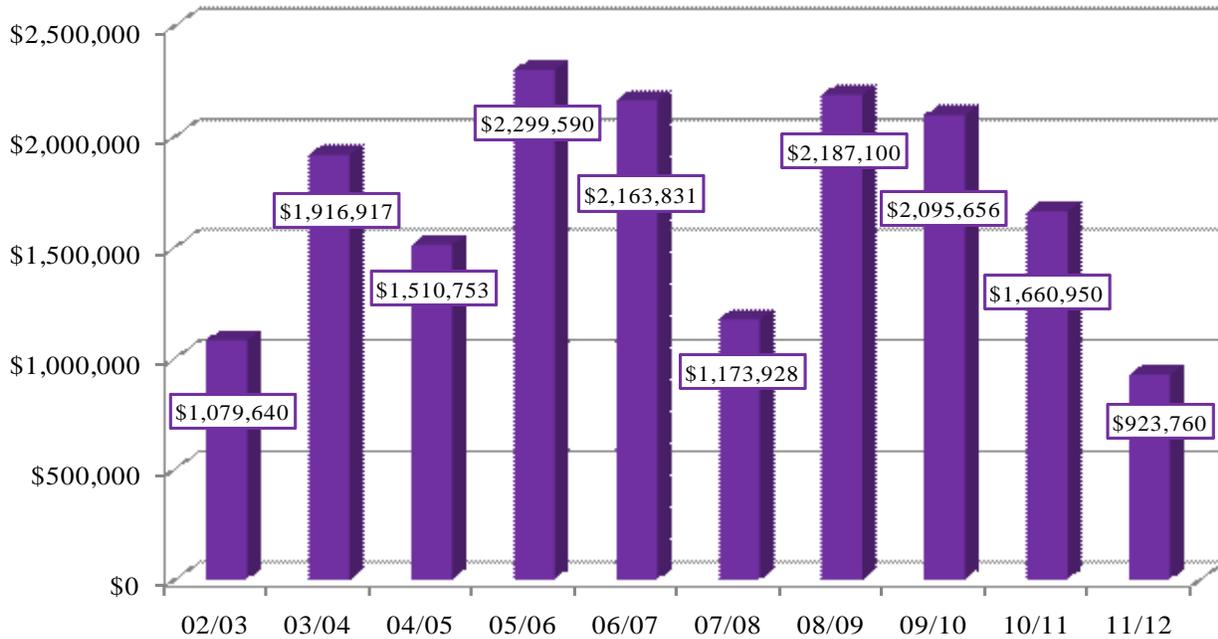
	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	Estimated 10/11	Adopted 11/12
<b>Governmental Funds</b>										
General Fund	\$ 6,626,233	\$ 8,363,343	\$ 9,140,669	\$ 9,449,107	\$ 8,993,821	\$ 8,913,817	\$ 9,172,015	\$ 8,515,870	\$ 8,749,450	\$ 8,167,280
Public Safety	138,422	140,749	116,954	86,591	78,816	68,227	64,082	69,822	72,150	74,790
Street Improvement	495,416	478,106	512,776	633,613	289,277	226,533	328,371	320,254	396,700	337,410
Marina Boat Basin	57,971	103,108	185,526	227,252	66,970	61,354	156,831	191,734	230,110	267,780
Debt Service	230,992	242,761	231,396	11,130	20,261	297,920	112,510	59,509	51,490	51,700
Capital Projects	1,079,640	1,916,917	1,510,753	2,299,590	2,163,831	1,173,928	2,187,100	2,095,656	1,660,950	923,760
Street Lighting	725,517	718,284	735,071	740,582	761,419	744,379	807,963	607,984	361,400	109,840
Parkland	3,268,497	1,915,840	2,029,812	1,725,786	1,669,802	1,104,747	806,876	753,587	723,760	413,740
Transportation Impact Fee	1,143,119	1,194,495	1,071,563	1,006,442	1,006,442	733,047	486,501	511,980	41,520	70,720
Library Impact Fee	73,261	65,616	55,522	51,476	51,477	4,177	21,937	23,515	-	-
Community Redevelopment Agency	72,560	6,175	59,574	105,066	97,421	-	709,809	898,337	590,960	-
Drainage Impact Fee	5,220	5,290	5,395	11,474	11,903	12,203	185	198	-	-
Parking Impact Fee	2,718	2,718	2,772	101,122	101,123	103,623	117,293	4,705	-	-
Street Assessment	52,632	54,909	48,567	41,756	34,172	21,052	9,048	18,724	20,560	21,560
<b>Total Governmental Funds</b>	<b>\$ 13,972,198</b>	<b>\$ 15,208,311</b>	<b>\$ 15,706,350</b>	<b>\$ 16,490,987</b>	<b>\$ 15,346,735</b>	<b>\$ 13,465,007</b>	<b>\$ 14,980,521</b>	<b>\$ 14,071,875</b>	<b>\$ 12,899,050</b>	<b>\$ 10,438,580</b>
<b>Enterprise Funds</b>										
Stormwater	\$ 1,282,442	\$ 1,308,975	\$ 1,140,812	\$ 1,133,966	\$ 520,067	\$ 1,801,607	\$ 2,376,064	\$ 1,832,664	\$ 610,860	\$ 711,210
Water and Wastewater	6,739,939	5,771,604	4,679,888	9,819,276	10,937,001	8,800,843	11,861,631	19,750,744	12,424,520	9,635,070
Sanitation	2,560,770	1,948,087	1,374,518	1,647,351	1,145,615	1,127,659	840,728	1,541,592	1,195,080	814,680
<b>Total Enterprise Funds</b>	<b>\$ 10,583,151</b>	<b>\$ 9,028,666</b>	<b>\$ 7,195,218</b>	<b>\$ 12,600,593</b>	<b>\$ 12,602,683</b>	<b>\$ 11,730,109</b>	<b>\$ 15,078,423</b>	<b>\$ 23,125,000</b>	<b>\$ 14,230,460</b>	<b>\$ 11,160,960</b>
<b>Total All Funds</b>	<b>\$ 24,555,349</b>	<b>\$ 24,236,977</b>	<b>\$ 22,901,568</b>	<b>\$ 29,091,580</b>	<b>\$ 27,949,418</b>	<b>\$ 25,195,116</b>	<b>\$ 30,058,944</b>	<b>\$ 37,196,875</b>	<b>\$ 27,129,510</b>	<b>\$ 21,599,540</b>



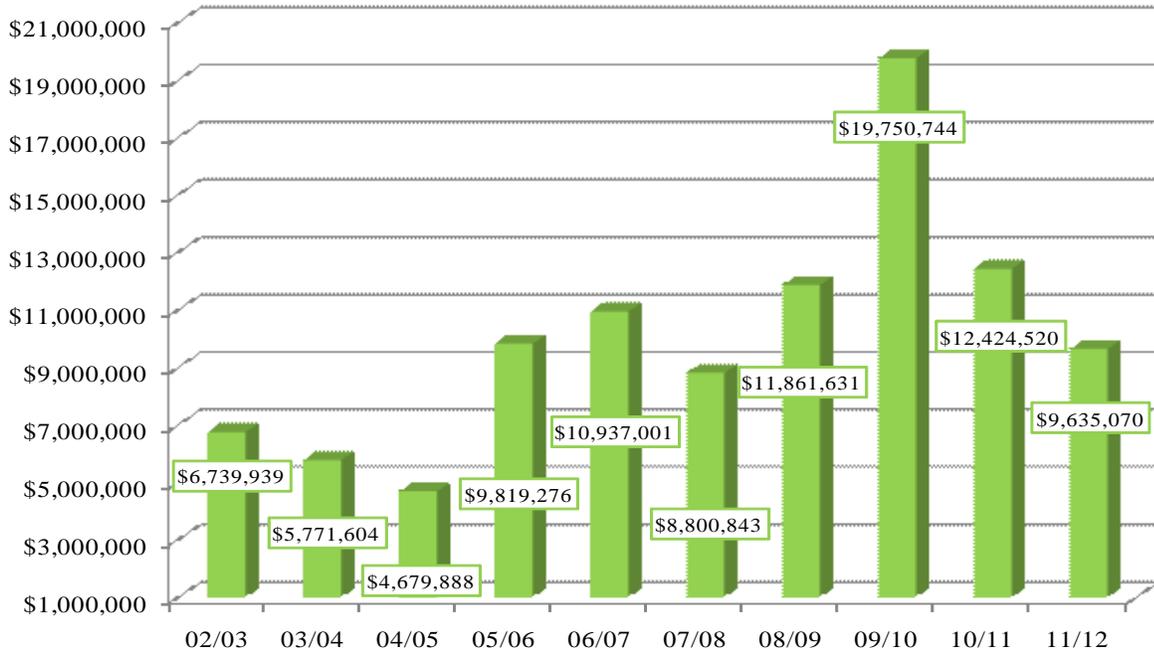
**Street Improvement Fund Balance**



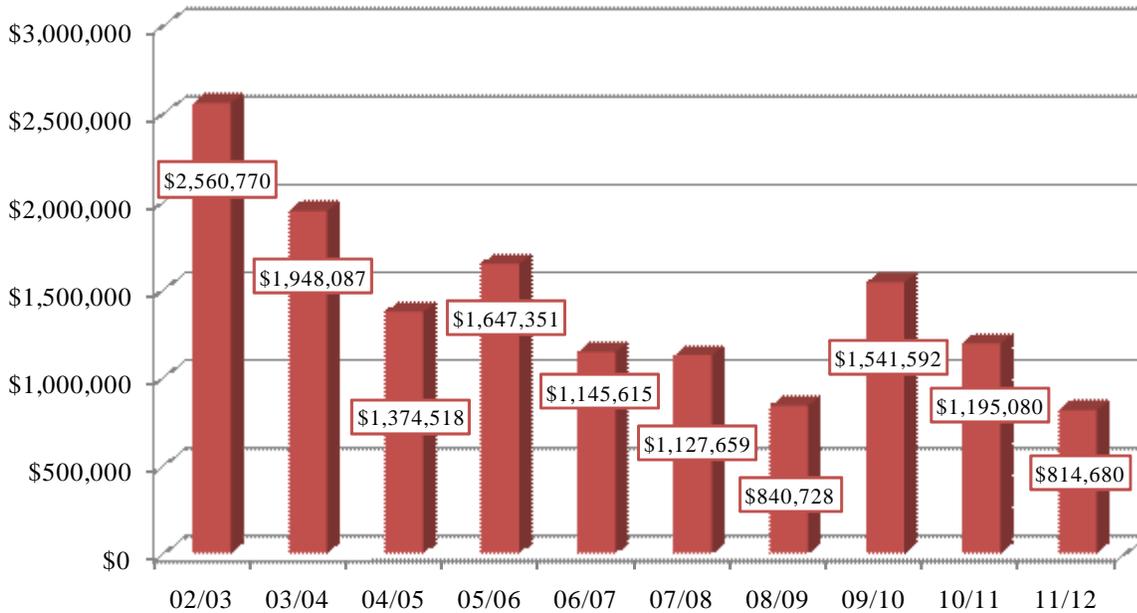
**Capital Projects Fund Balance**

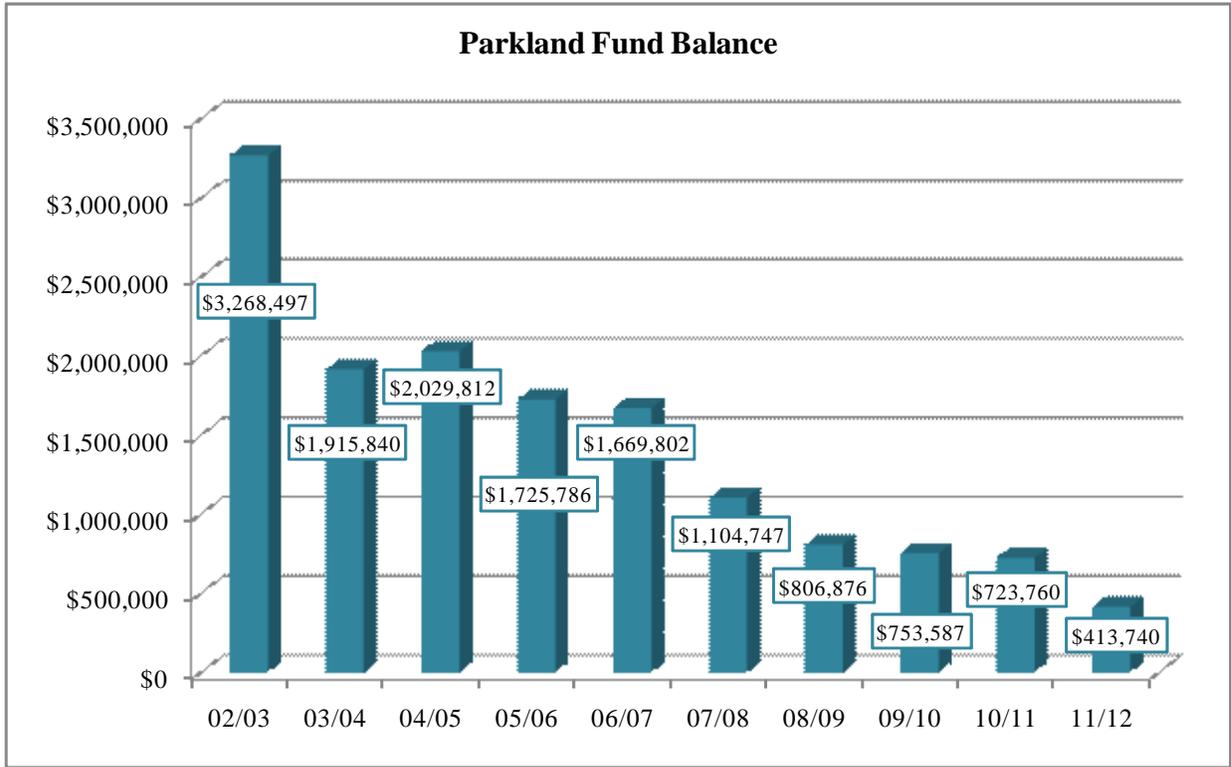


### Water & Wastewater Fund Balance



### Sanitation Fund Balance

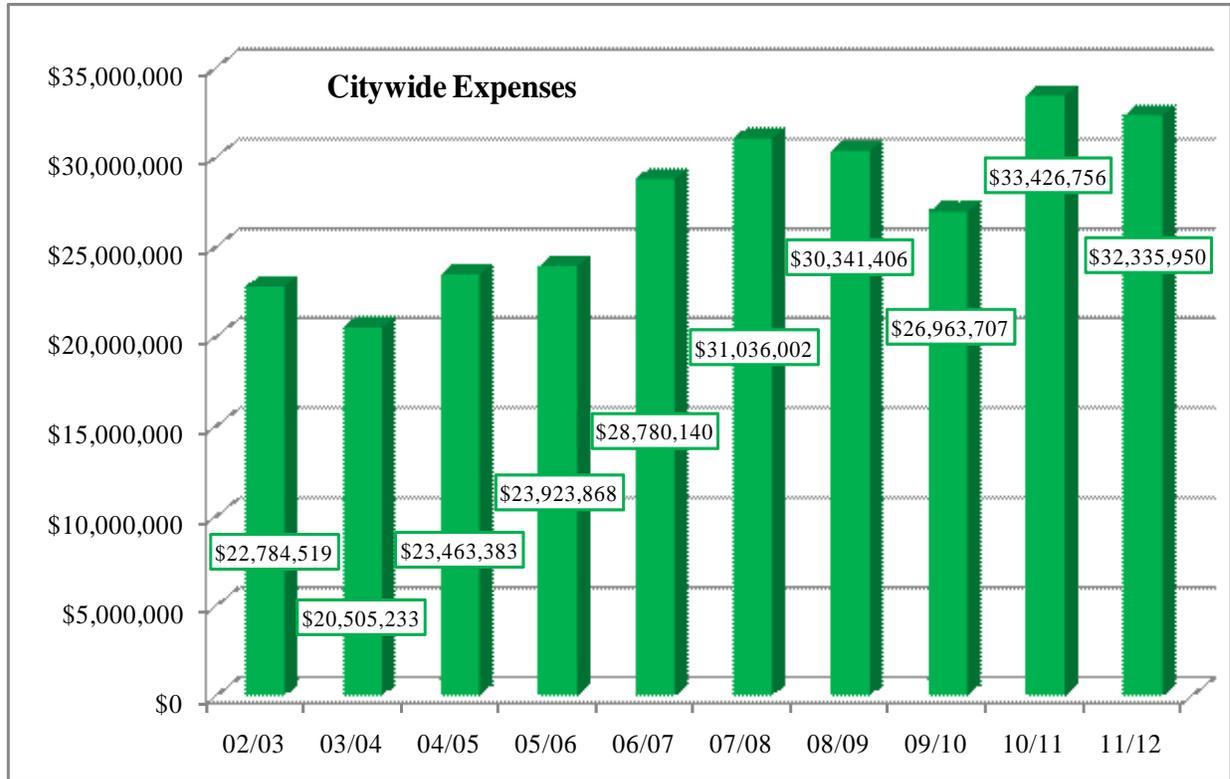
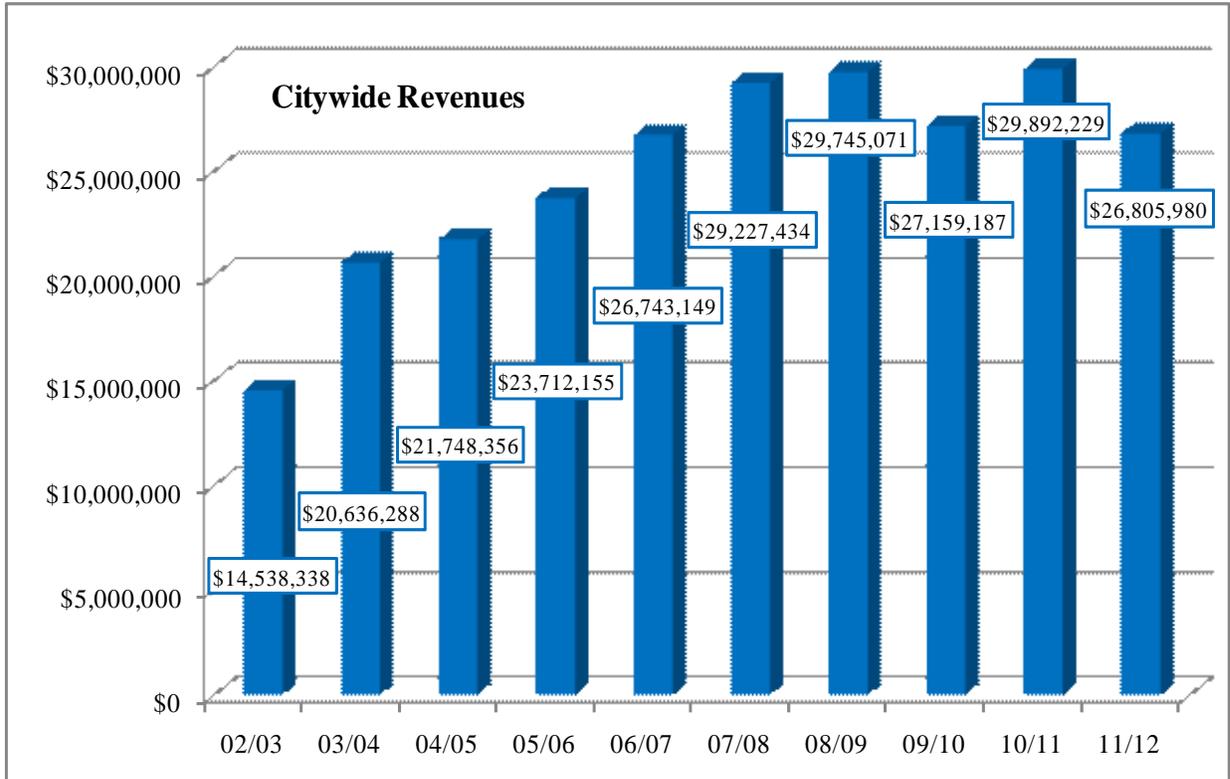


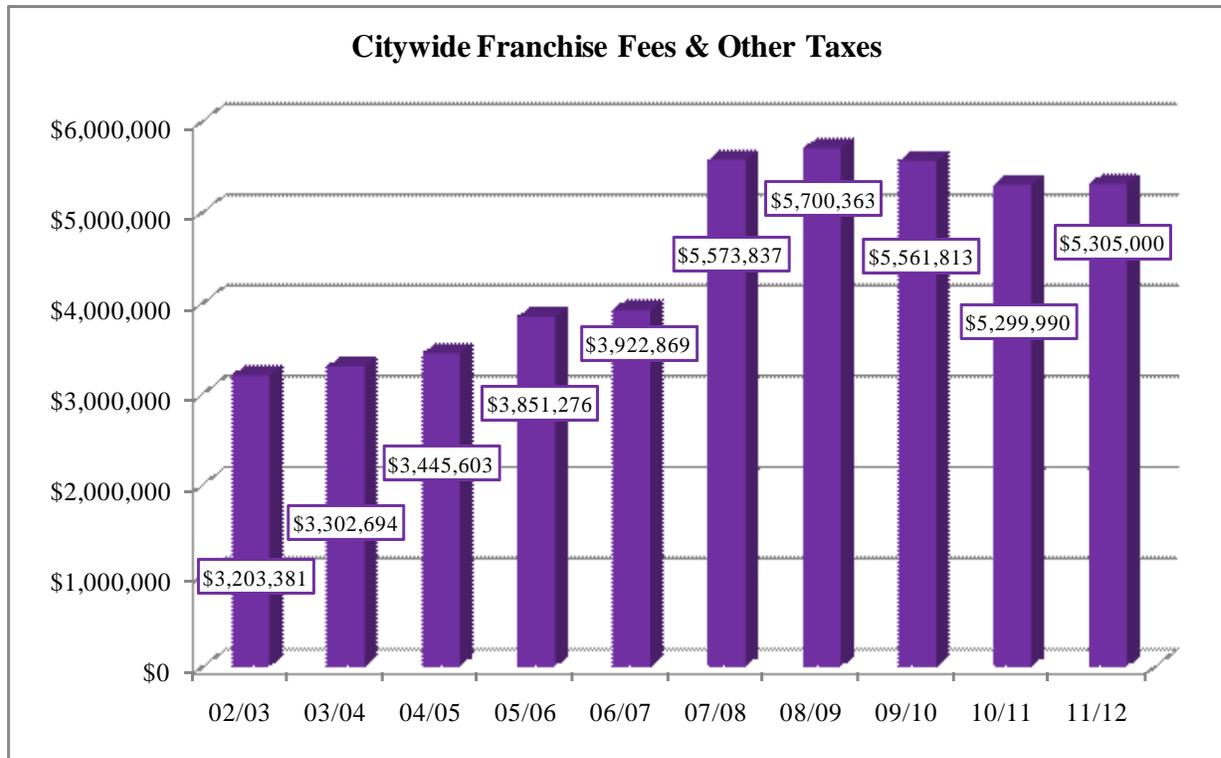
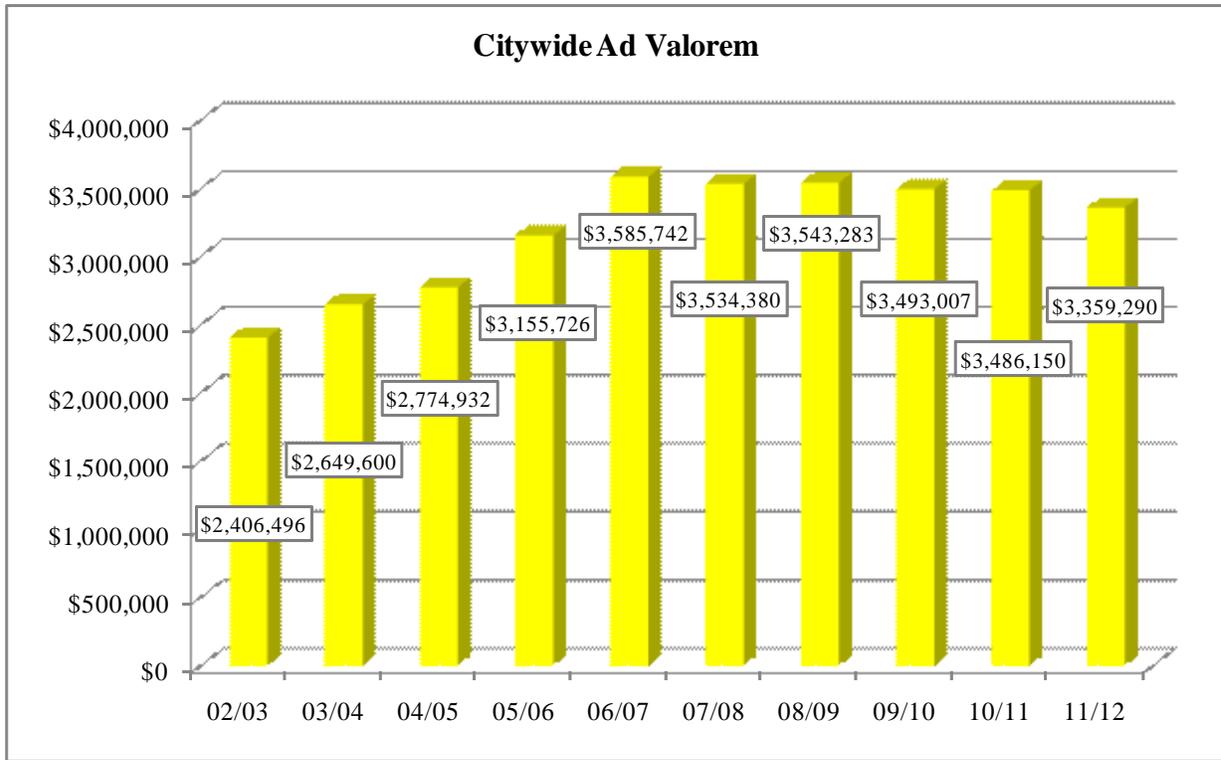


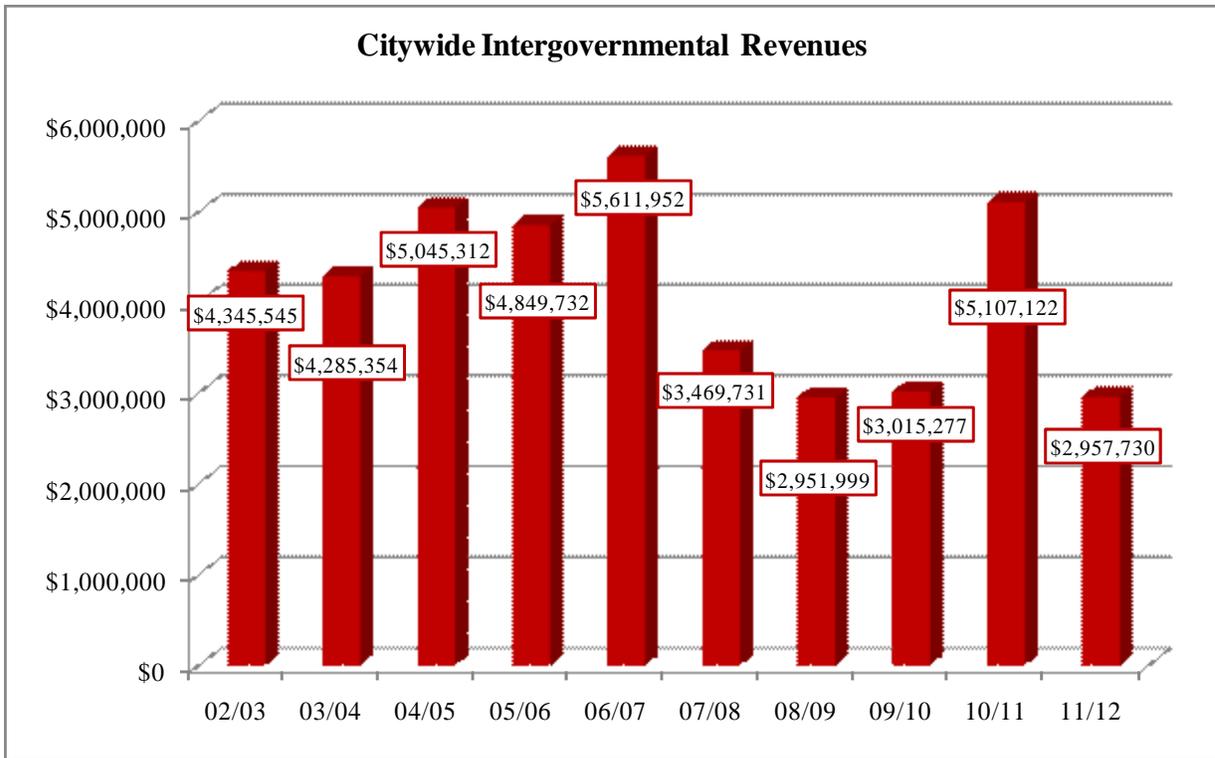
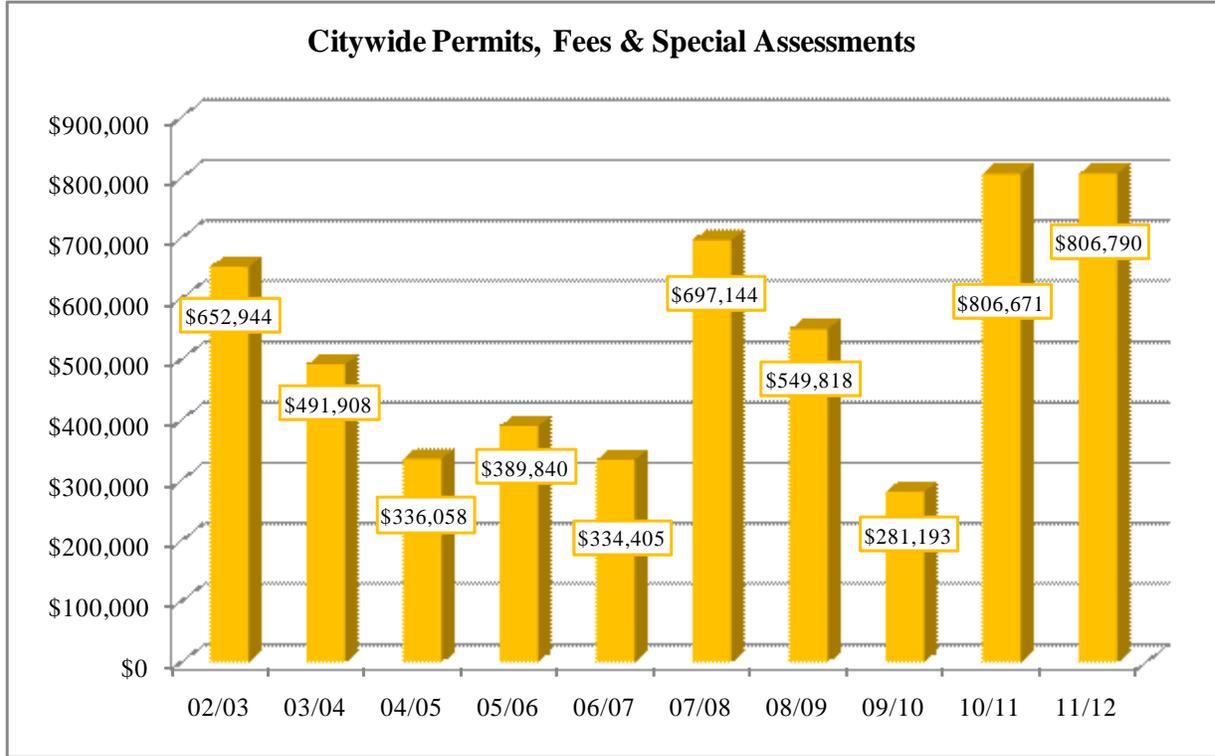
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

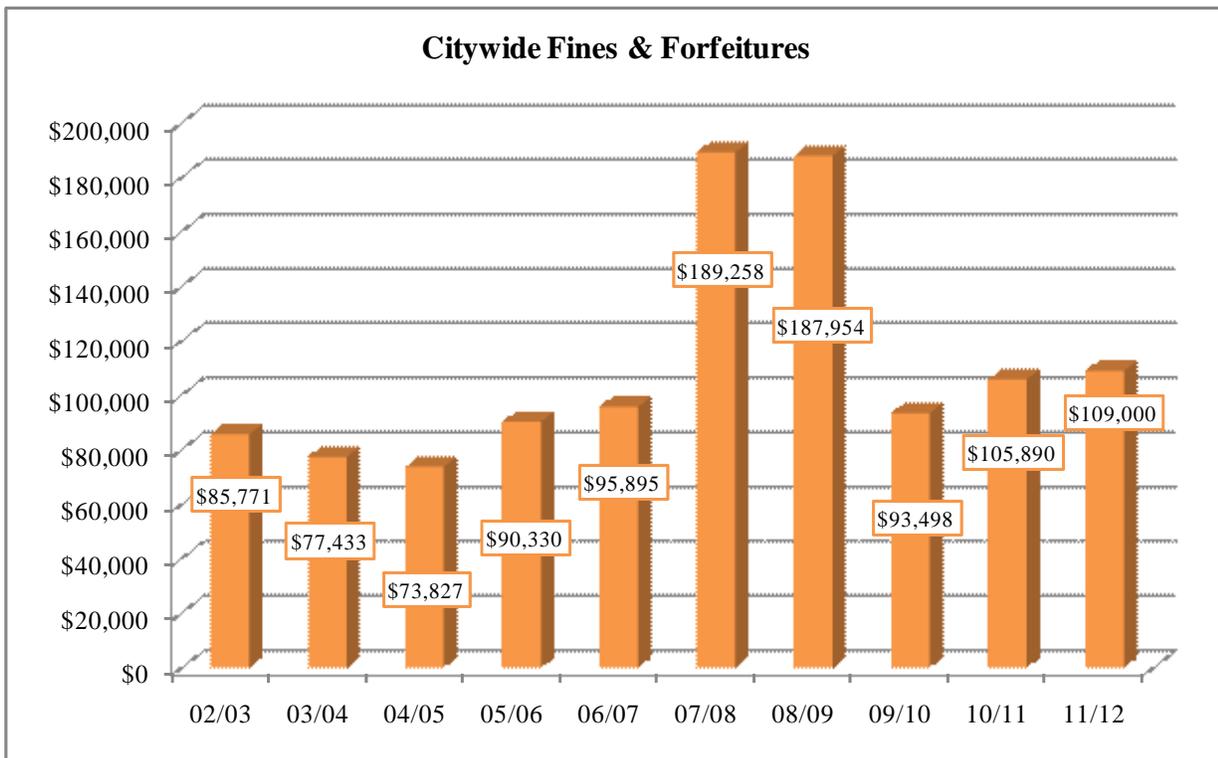
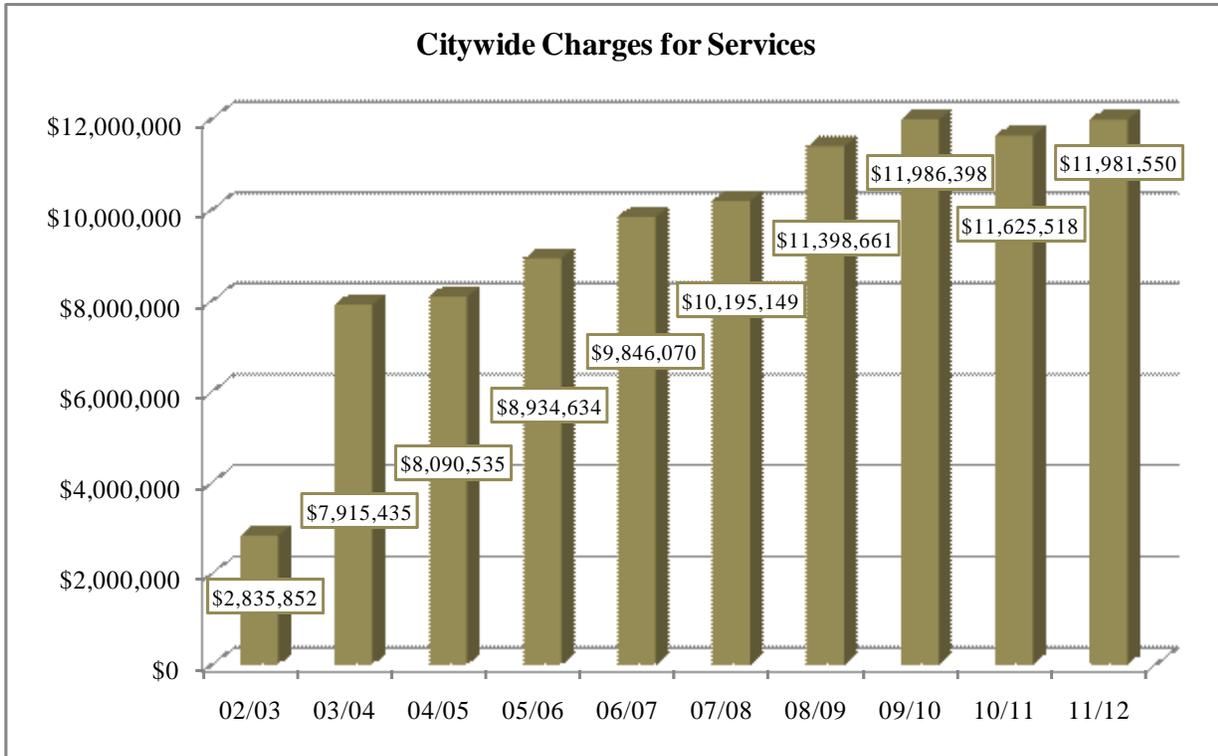
**CITYWIDE 10 YEAR REVENUE/EXPENSES**

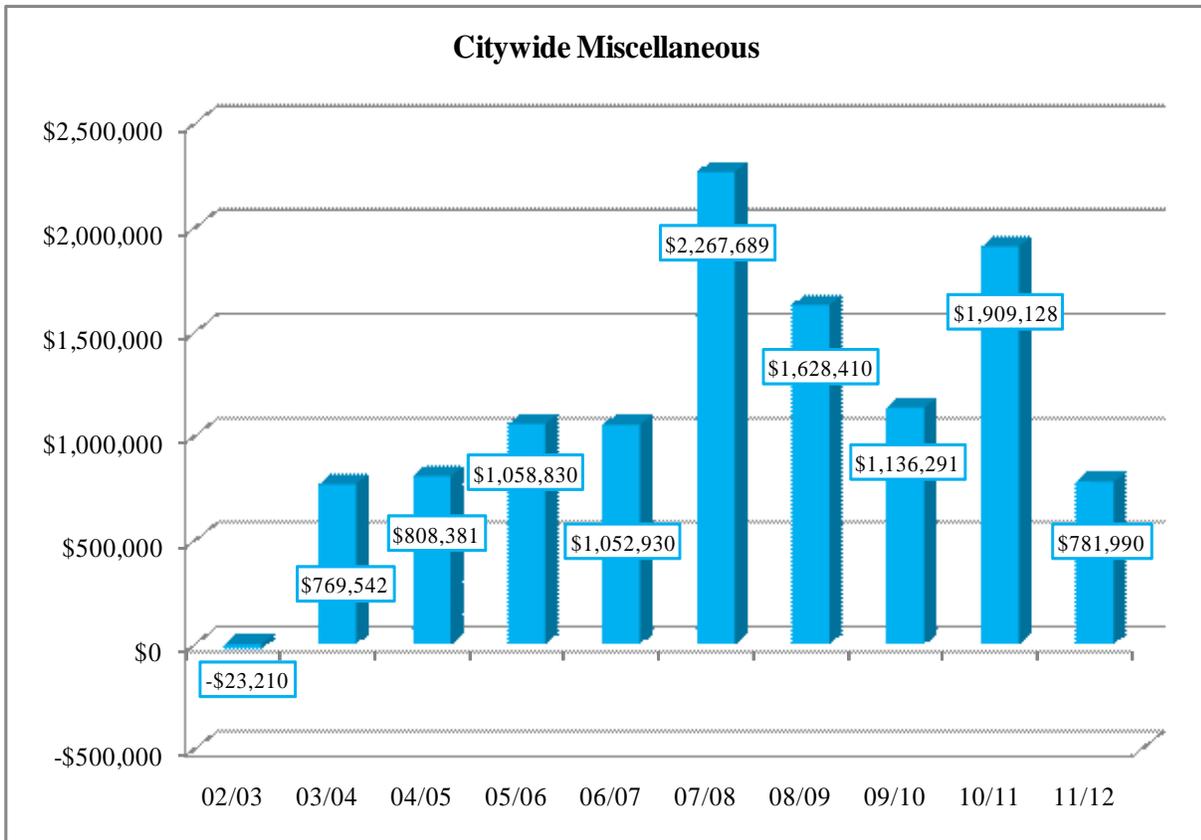
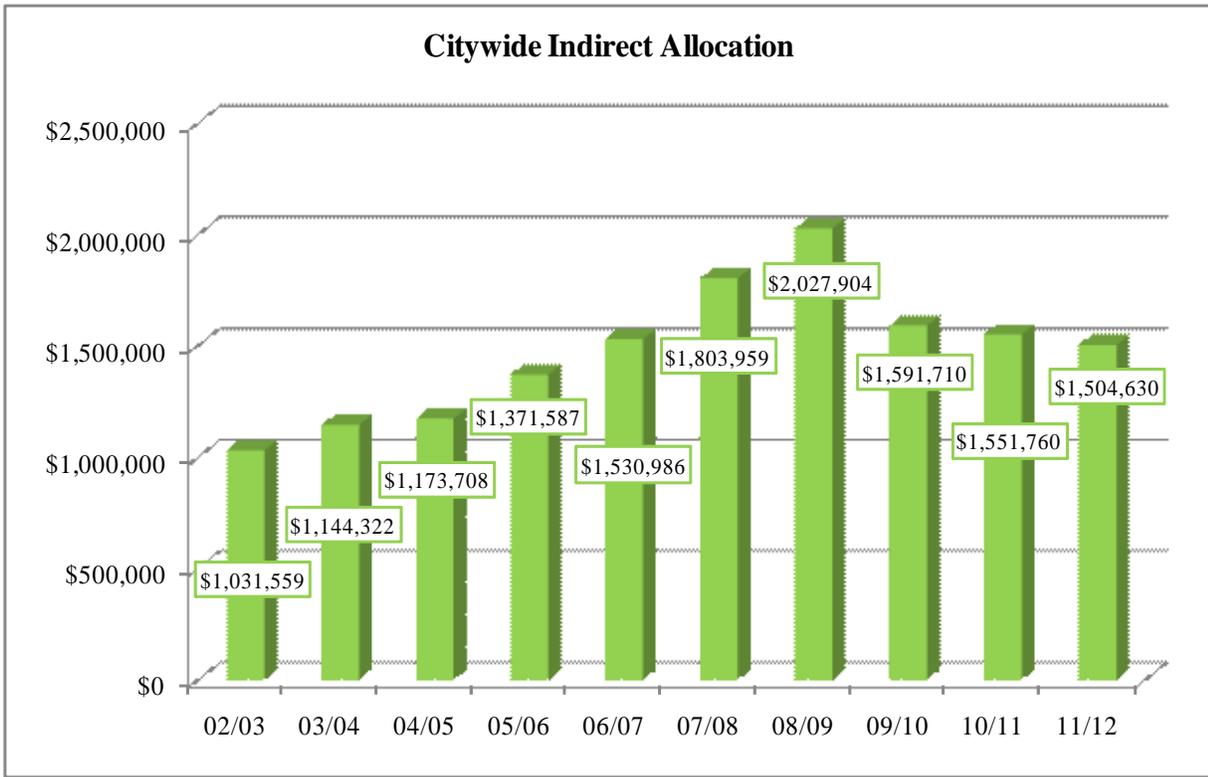
	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	Estimated 10/11	Adopted 11/12
<b>REVENUES</b>										
Ad Valorem	\$ 2,406,496	\$ 2,649,600	\$ 2,774,932	\$ 3,155,726	\$ 3,585,742	\$ 3,534,380	\$ 3,543,283	\$ 3,493,007	\$ 3,486,150	\$ 3,359,290
Franchise Fees & Other Taxes	3,203,381	3,302,694	3,445,603	3,851,276	3,922,869	5,573,837	5,700,363	5,561,813	5,299,990	5,305,000
Permits, Fees, Special Assessments	652,944	491,908	336,058	389,840	334,405	697,144	549,818	281,193	806,671	806,790
Intergovernmental	4,345,545	4,285,354	5,045,312	4,849,732	5,611,952	3,469,731	2,951,999	3,015,277	5,107,122	2,957,730
Charges For Services	2,835,852	7,915,435	8,090,535	8,934,634	9,846,070	10,195,149	11,398,661	11,986,398	11,625,518	11,981,550
Fines & Forfeitures	85,771	77,433	73,827	90,330	95,895	189,258	187,954	93,498	105,890	109,000
Indirect Allocation	1,031,559	1,144,322	1,173,708	1,371,587	1,530,986	1,803,959	2,027,904	1,591,710	1,551,760	1,504,630
Miscellaneous	(23,210)	769,542	808,381	1,058,830	1,052,930	2,267,689	1,628,410	1,136,291	1,909,128	781,990
Debt Proceeds	-	-	-	10,200	762,300	1,496,287	1,756,679	-	-	-
<b>SUBTOTAL</b>	<b>14,538,338</b>	<b>20,636,288</b>	<b>21,748,356</b>	<b>23,712,155</b>	<b>26,743,149</b>	<b>29,227,434</b>	<b>29,745,071</b>	<b>27,159,187</b>	<b>29,892,229</b>	<b>26,805,980</b>
Interfund Transfers	1,242,563	1,299,915	1,862,197	1,197,490	1,319,220	3,020,454	3,131,262	2,329,933	1,547,170	4,834,140
<b>TOTAL REVENUES</b>	<b>\$ 15,780,901</b>	<b>\$ 21,936,203</b>	<b>\$ 23,610,553</b>	<b>\$ 24,909,645</b>	<b>\$ 28,062,369</b>	<b>\$ 32,247,888</b>	<b>\$ 32,876,333</b>	<b>\$ 29,489,120</b>	<b>\$ 31,439,399</b>	<b>\$ 31,640,120</b>
<b>EXPENDITURES</b>										
General Government	\$ 2,508,874	\$ 2,507,262	\$ 3,065,521	\$ 3,062,838	\$ 4,158,365	\$ 4,673,754	\$ 4,568,427	\$ 4,434,527	\$ 4,965,854	\$ 4,939,680
Public Safety	3,634,631	3,620,192	3,902,002	4,868,011	4,664,614	5,724,299	5,442,030	5,078,706	5,346,492	5,082,150
Physical Environment	8,479,423	7,292,853	8,484,430	8,139,723	11,463,166	9,424,481	8,841,927	9,275,941	12,693,874	11,978,310
Transportation	1,469,786	1,712,964	2,223,878	1,776,054	2,886,711	2,216,328	2,837,257	2,327,320	2,238,346	1,743,980
Culture/Recreation	4,419,258	2,814,492	3,085,090	3,182,104	4,099,674	6,432,556	5,940,314	3,420,695	4,122,740	4,437,210
Debt Service	518,433	551,269	632,352	626,349	393,579	496,388	657,688	920,501	1,339,597	1,373,115
Non-Operating	1,754,114	2,006,201	2,070,110	2,268,789	1,114,031	2,068,196	2,053,763	1,506,017	2,719,853	2,781,505
<b>SUBTOTAL</b>	<b>22,784,519</b>	<b>20,505,233</b>	<b>23,463,383</b>	<b>23,923,868</b>	<b>28,780,140</b>	<b>31,036,002</b>	<b>30,341,406</b>	<b>26,963,707</b>	<b>33,426,756</b>	<b>32,335,950</b>
Interfund Transfers	3,340,204	1,953,489	1,862,197	1,197,490	1,319,220	3,020,454	4,583,934	2,329,933	1,547,170	4,834,140
<b>TOTAL EXPENDITURES</b>	<b>\$ 26,124,723</b>	<b>\$ 22,458,722</b>	<b>\$ 25,325,580</b>	<b>\$ 25,121,358</b>	<b>\$ 30,099,360</b>	<b>\$ 34,056,456</b>	<b>\$ 34,925,340</b>	<b>\$ 29,293,640</b>	<b>\$ 34,973,926</b>	<b>\$ 37,170,090</b>



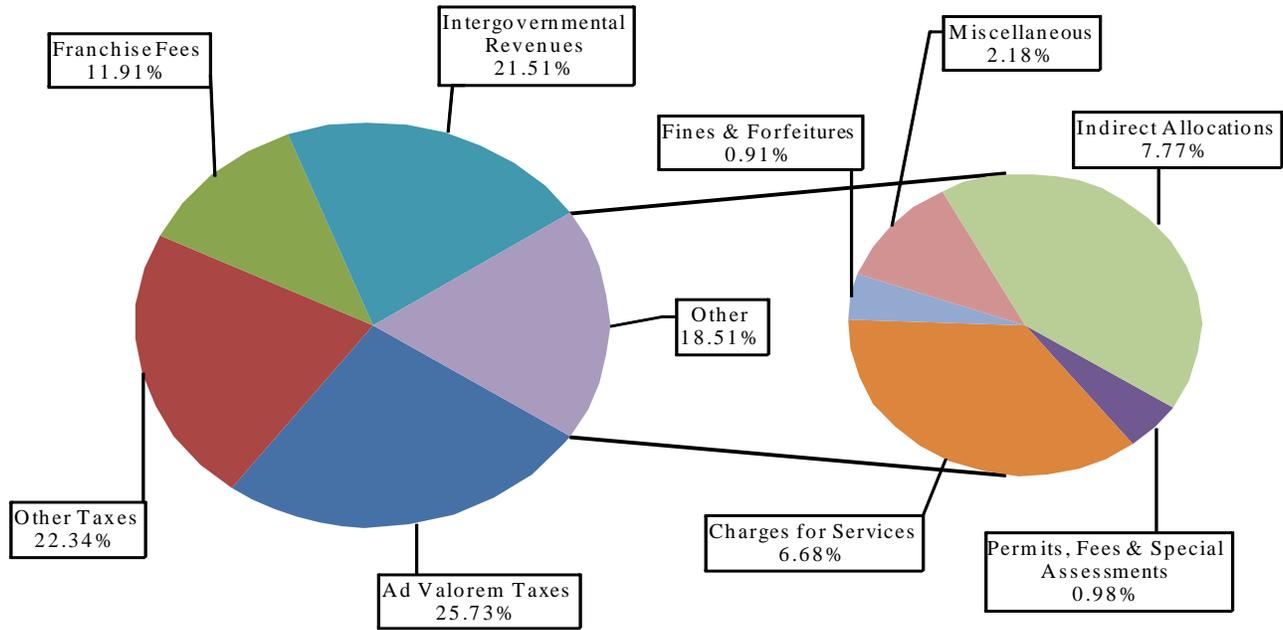








**GENERAL FUND REVENUES BY SOURCE**



	<b>Adopted Budget</b>	
	<b>2011-2012</b>	<b>%</b>
Ad Valorem Taxes	\$ 3,082,340	25.73%
Other Taxes	2,676,000	22.34%
Franchise Fees	1,427,000	11.91%
Permits, Fees & Special Assessments	116,930	0.98%
Intergovernmental Revenues	2,577,330	21.51%
Charges for Services	800,250	6.68%
Fines & Forfeitures	109,000	0.91%
Miscellaneous	260,590	2.18%
Indirect Allocations	930,850	7.77%
<b>GENERAL FUND REVENUES</b>	<b>\$ 11,980,290</b>	<b>100.00%</b>

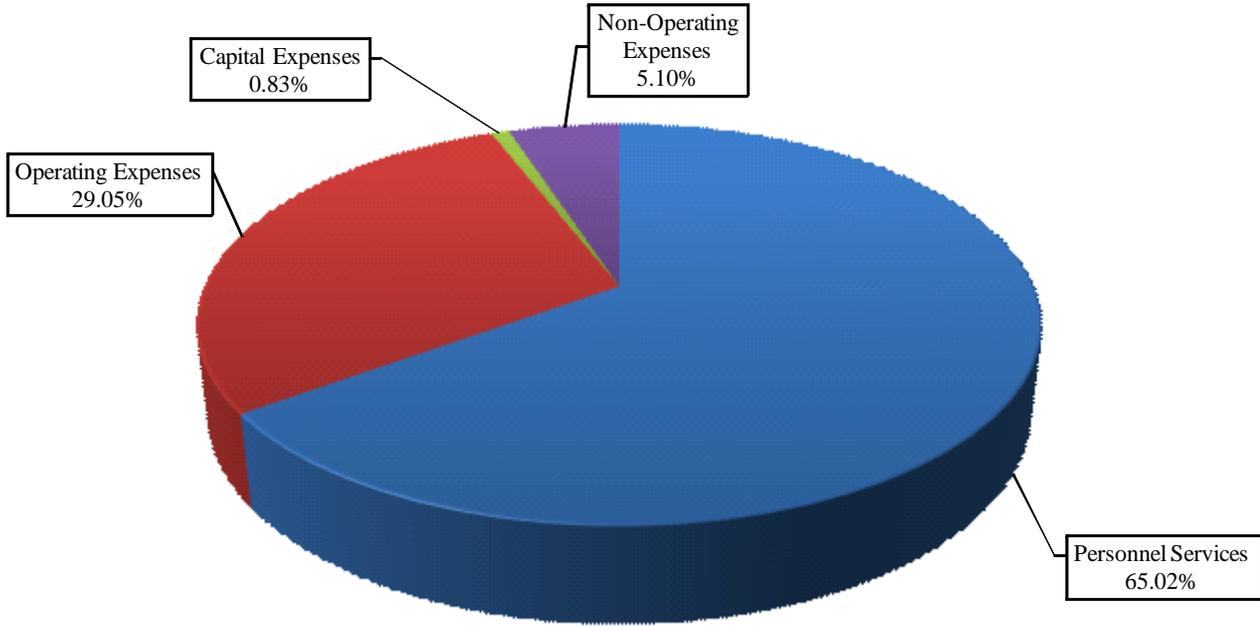
**GENERAL FUND REVENUES BY SOURCE  
FISCAL YEAR COMPARISON**

	Estimate FY2011	Adopted FY2012	FY 2012 Over/(Under) FY 2011	% Change Over/(Under) FY 2011
Ad Valorem Taxes	\$ 3,179,090	\$ 3,082,340	\$ (96,750)	-3.04%
Other Taxes	2,670,940	2,676,000	5,060	0.19%
Franchise Fees	1,426,630	1,427,000	370	0.03%
Permits, Fees & Special Assessments	115,600	116,930	1,330	1.15%
Intergovernmental Revenues	2,628,204	2,577,330	(50,874)	-1.94%
Charges for Services	796,508	800,250	3,742	0.47%
Fines & Forfeitures	105,890	109,000	3,110	2.94%
Miscellaneous	1,339,938	260,590	(1,079,348)	-80.55%
Indirect Allocations	1,014,410	930,850	(83,560)	-8.24%
<b>GENERAL FUND REVENUES</b>	13,277,210	11,980,290	(1,296,920)	-9.77%
Interfund Transfers	-	-	-	-100%
<b>TOTAL REVENUES &amp; TRANSFERS</b>	13,277,210	11,980,290	(1,296,920)	-9.77%
Fund Balance Carryforward	8,515,870	8,749,450	233,580	2.74%
<b>TOTAL REVENUES/TRANSFERS/FUND BALANCE</b>	<b>\$ 21,793,080</b>	<b>\$ 20,729,740</b>	<b>\$ (1,063,340)</b>	<b>-4.88%</b>

**GENERAL FUND EXPENDITURES BY TYPE  
FISCAL YEAR COMPARISON**

	Estimate FY2011	Adopted FY2012	FY 2012 Over/(Under) FY 2011	% Change Over/(Under) FY 2011
General Government	\$ 2,540,872	\$ 2,420,090	\$ (120,782)	-4.75%
Public Safety	5,241,492	4,923,150	(318,342)	-6.07%
Physical Environment	471,296	403,510	(67,786)	-14.38%
Transportation	846,939	777,480	(69,459)	-8.20%
Culture and Recreation	3,673,785	3,750,720	76,935	2.09%
Non-Operating Expenses	269,250	287,510	18,260	6.78%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	13,043,634	12,562,460	(481,174)	-3.69%
Interfund Transfers	-	-	-	-
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	13,043,634	12,562,460	(481,174)	-3.69%
Fund Balance	8,749,446	8,167,280	(582,166)	-6.65%
<b>TOTAL EXPENDITURES/TRANSFERS/FUND BALANCE</b>	<b>\$ 21,793,080</b>	<b>\$ 20,729,740</b>	<b>\$ (1,063,340)</b>	<b>-4.88%</b>

**GENERAL FUND  
EXPENDITURES BY OBJECT**

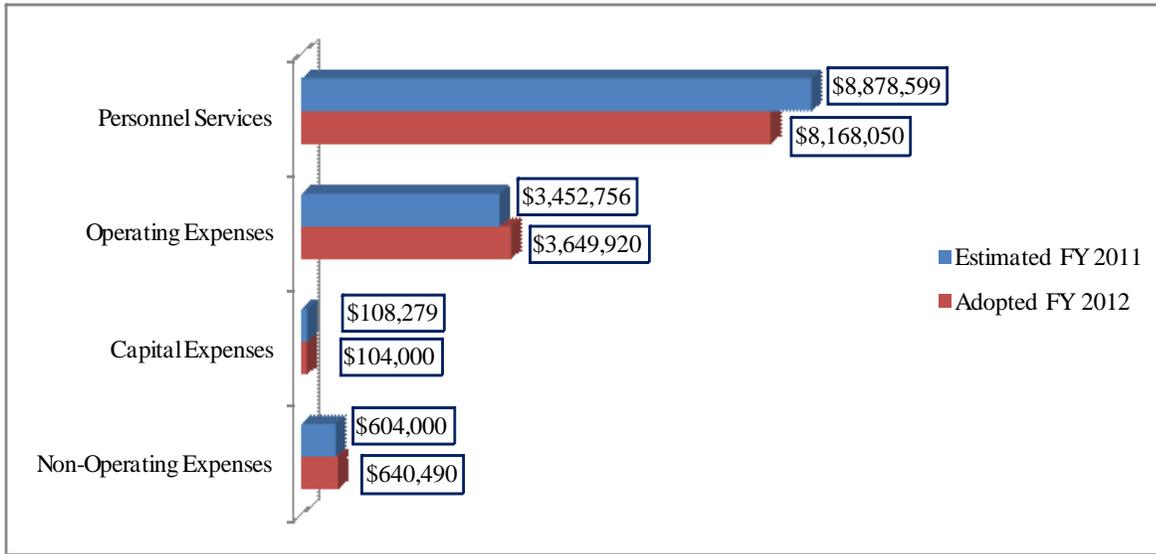


	<b>Adopted Budget 2011-12</b>	<b>%</b>
Personnel Services	\$ 8,168,050	65.02%
Operating Expenses	3,649,920	29.05%
Capital Expenses	104,000	0.83%
Non-Operating Expenses	640,490	5.10%
<b>Total Expenditures</b>	<b>12,562,460</b>	<b>100.00%</b>
Fund Balance	8,167,280	
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 20,729,740</b>	

**GENERAL FUND EXPENDITURES BY DEPT & OBJECT**

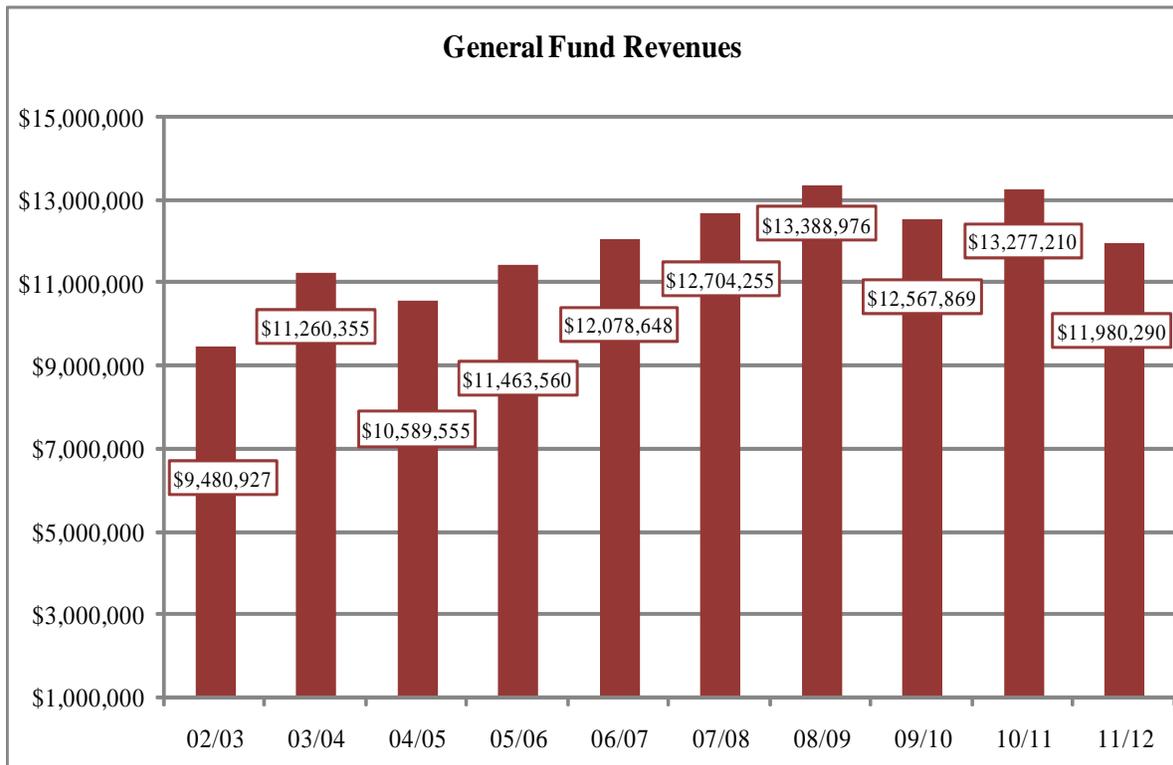
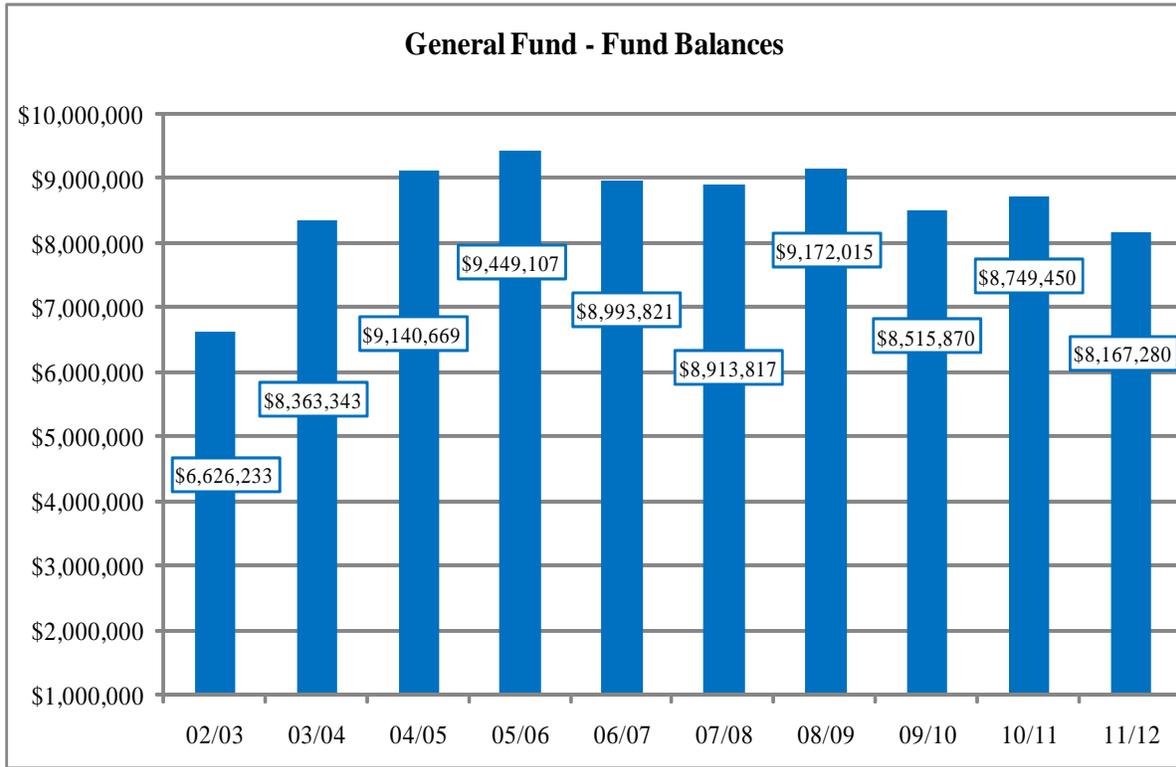
<b>Department</b>	<b>Personnel Services</b>	<b>Operating Expenses</b>	<b>Capital</b>	<b>Non-Operating</b>	<b>Total Expenses</b>	<b>As a % of Total GF Expenditures</b>
City Commission	\$ 27,760	\$ 47,930	\$ -	\$ 89,500	\$ 165,190	1.31%
City Manager	236,240	9,270	-	-	245,510	1.95%
City Clerk	80,370	58,530	-	-	138,900	1.11%
Personnel	257,300	24,330	-	-	281,630	2.24%
Finance	255,600	13,000	-	-	268,600	2.14%
Planning	245,940	16,370	-	-	262,310	2.09%
City Attorney	-	117,500	-	-	117,500	0.94%
Elections	-	26,060	-	-	26,060	0.21%
General Government	43,380	238,950	-	-	282,330	2.25%
Law Enforcement	-	1,264,940	-	-	1,264,940	10.07%
Fire	2,955,930	315,650	-	78,410	3,349,990	26.67%
Building	290,400	17,820	-	-	308,220	2.45%
Engineering	371,660	31,850	-	-	403,510	3.21%
Streets	609,610	167,870	-	-	777,480	6.19%
Fleet Maintenance	205,160	52,470	-	-	257,630	2.05%
Building Maintenance	342,600	31,830	-	-	374,430	2.98%
Main St.	-	204,310	-	-	204,310	1.63%
Library	806,150	254,130	104,000	185,070	1,349,350	10.74%
Recreation	937,460	491,720	-	-	1,429,180	11.38%
Parks	502,490	265,390	-	-	767,880	6.11%
Other	-	-	-	287,510	287,510	2.29%
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,168,050</b>	<b>\$ 3,649,920</b>	<b>\$ 104,000</b>	<b>\$ 640,490</b>	<b>\$ 12,562,460</b>	<b>100.00%</b>

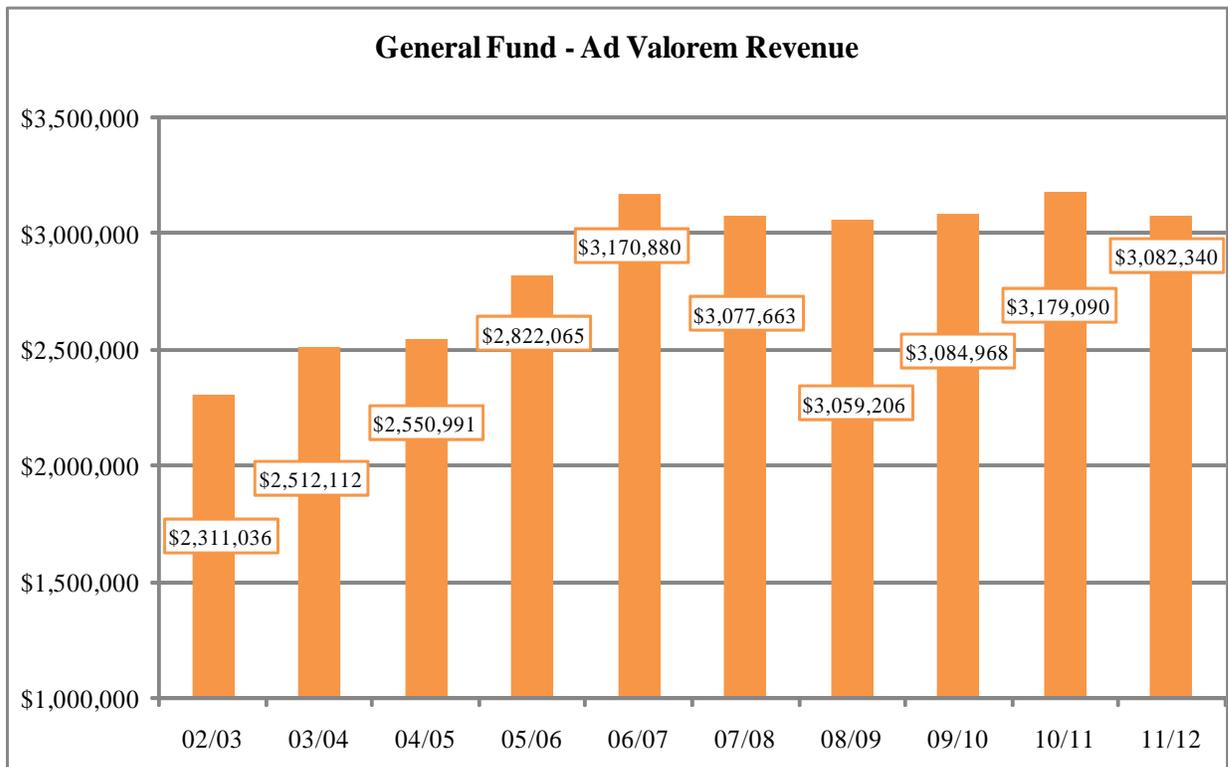
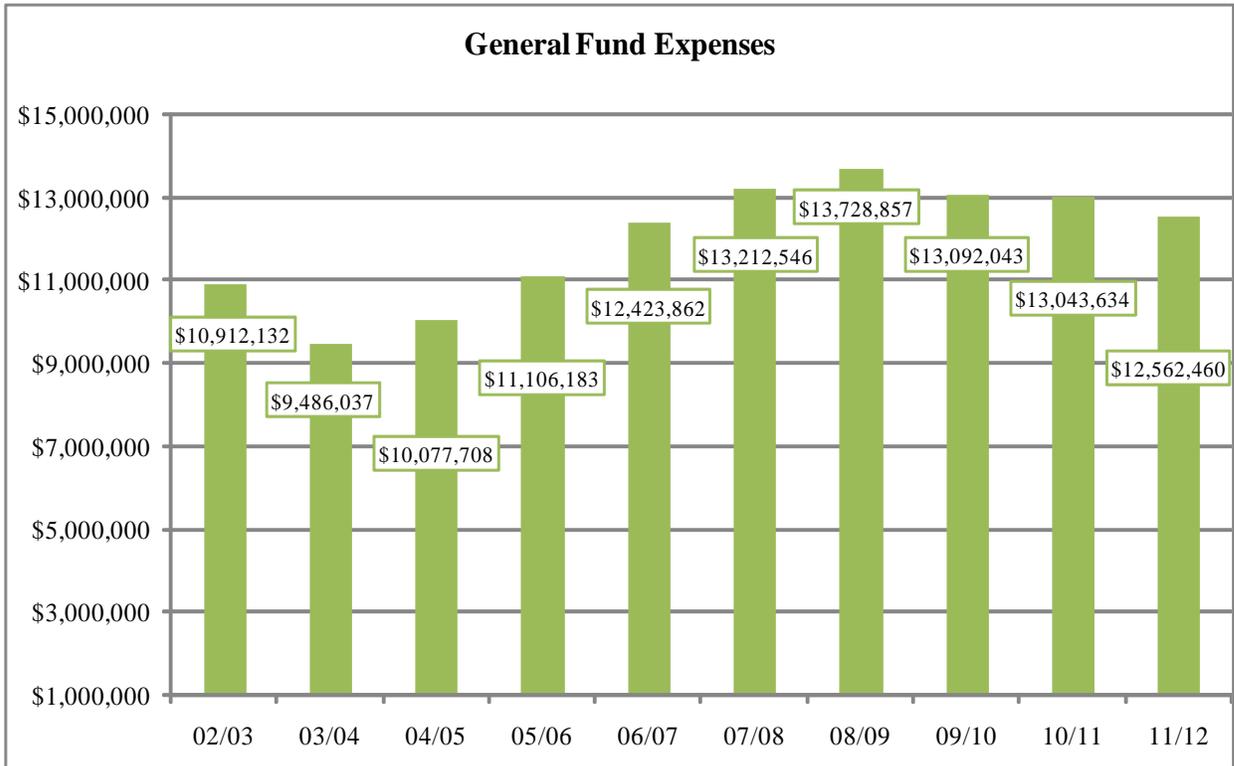
**GENERAL FUND EXPENDITURES BY OBJECT FISCAL YEAR COMPARISON**

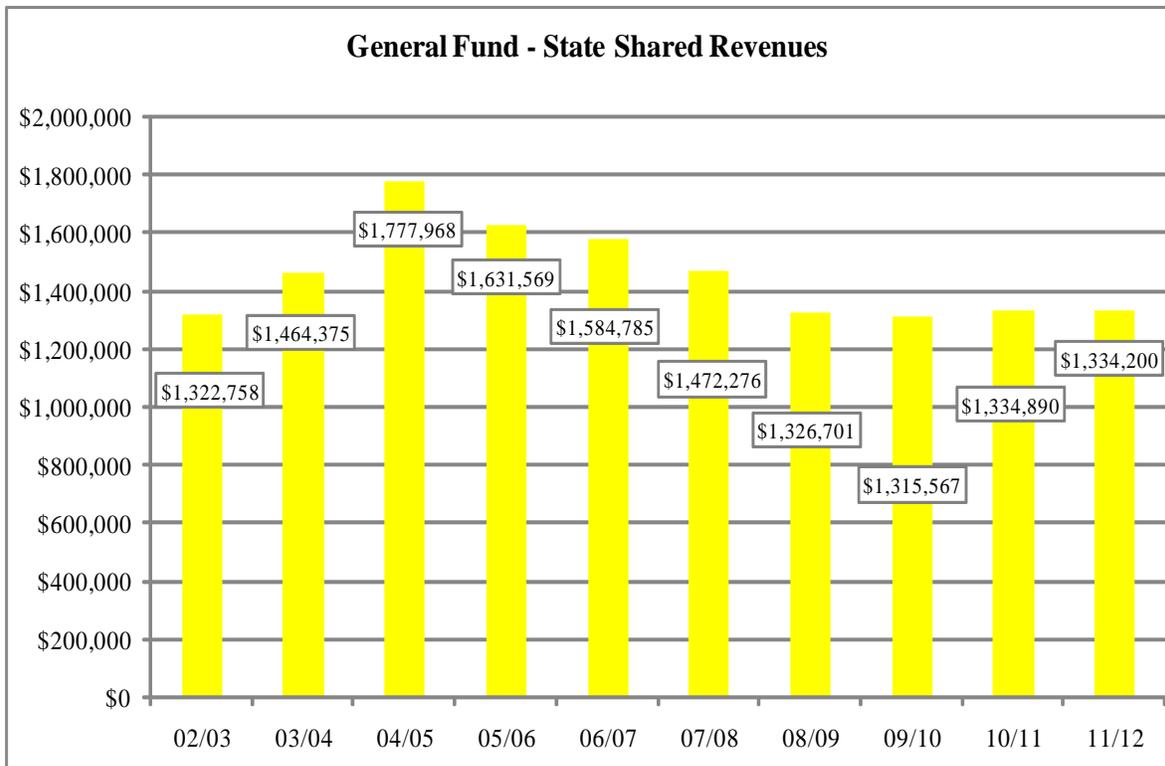
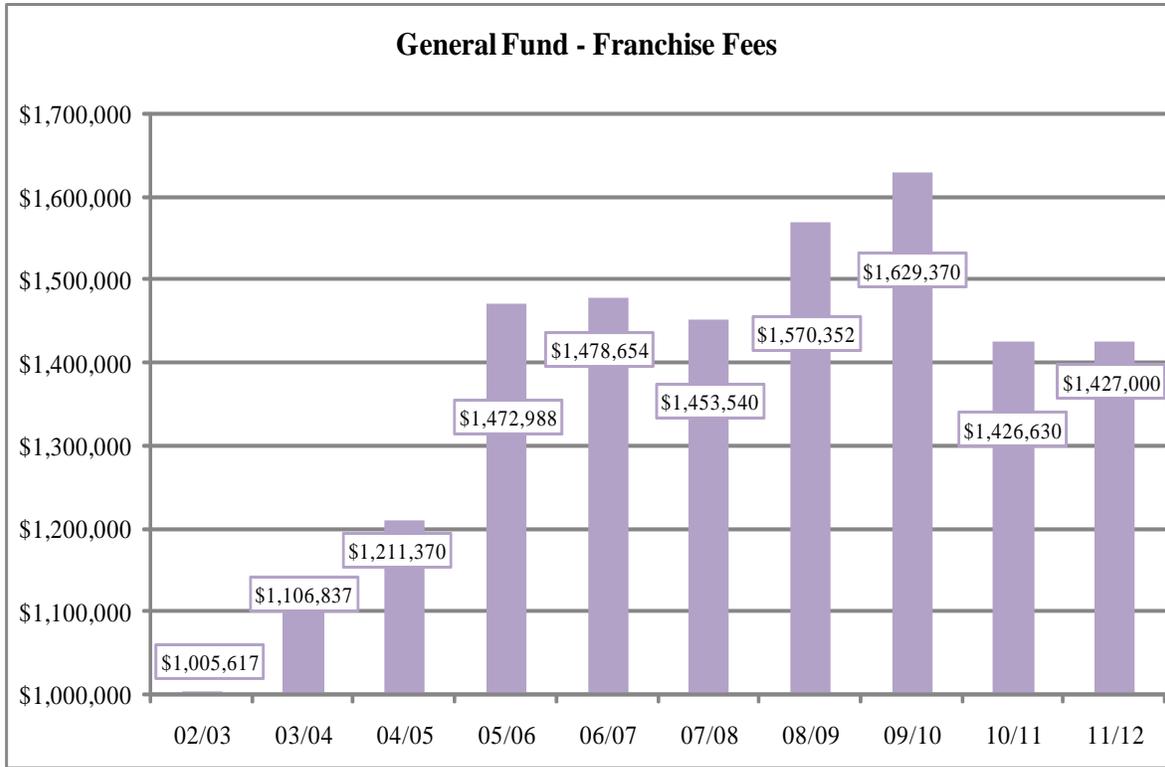


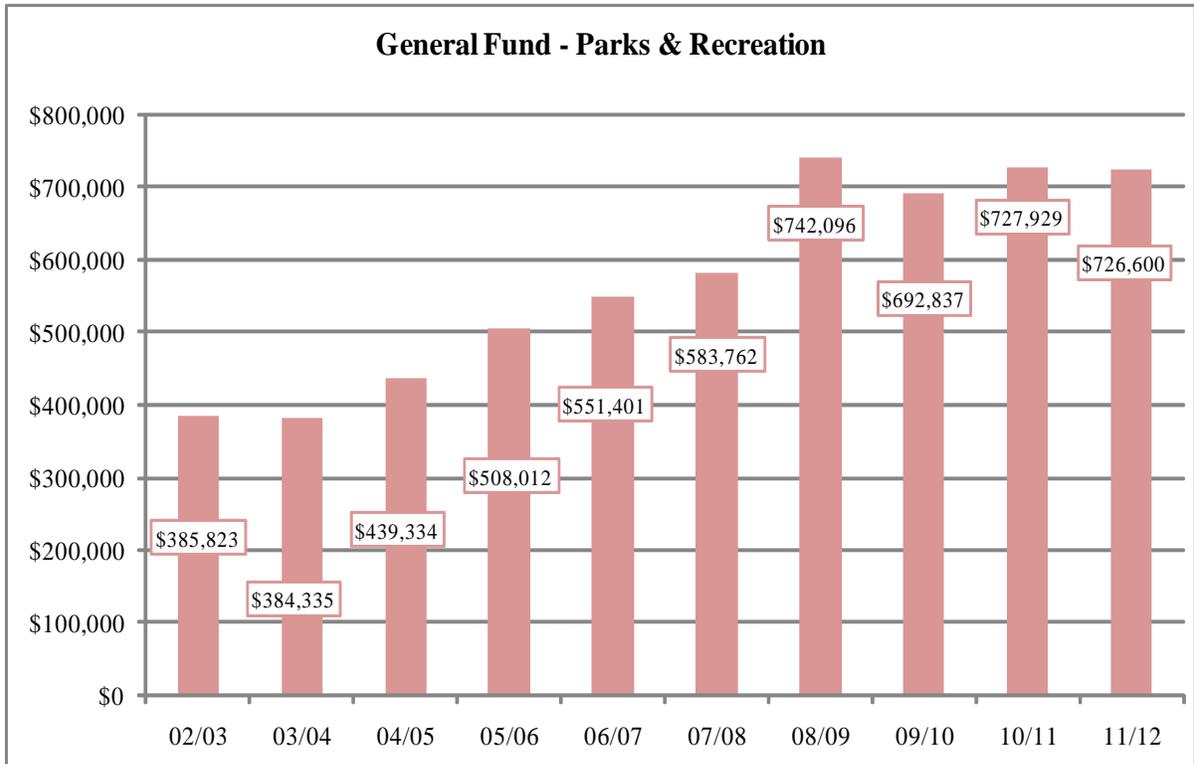
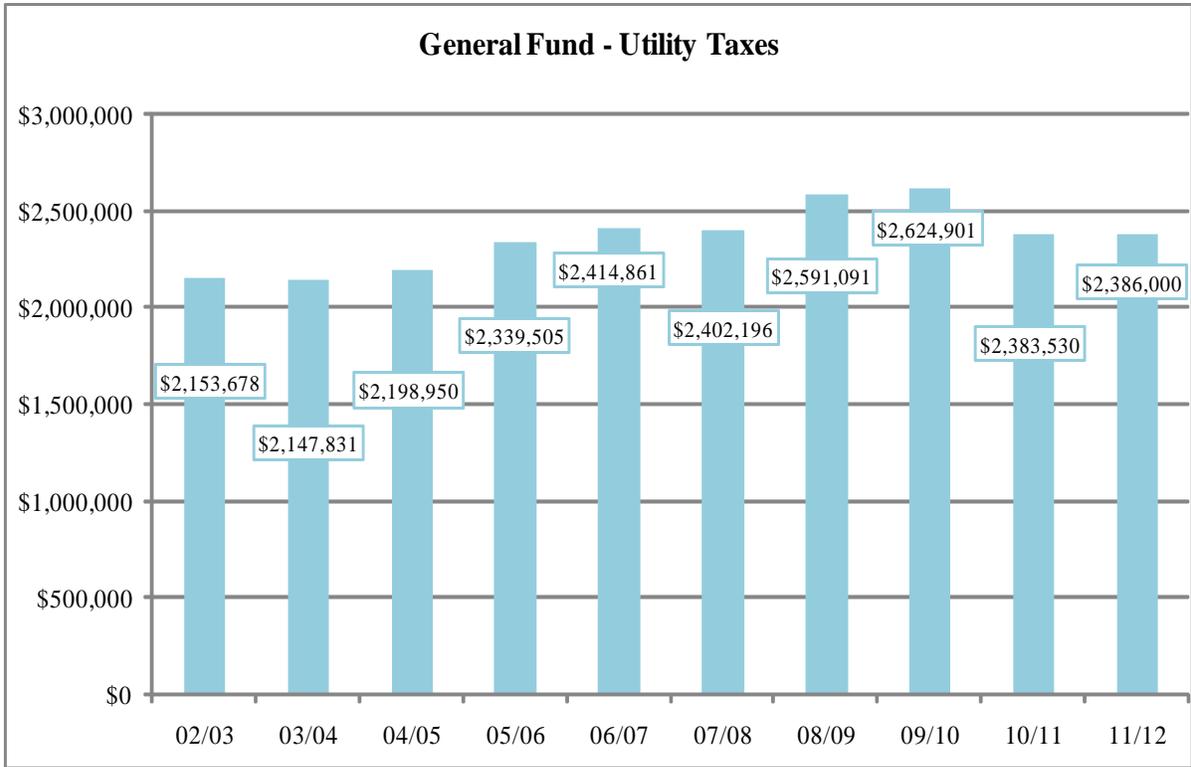
	Estimated FY2011	Adopted FY2012	\$ Change FY2012 Over/(Under) FY2011	% Change FY2012 Over/(Under) FY2011
Personnel Services	\$ 8,878,599	\$ 8,168,050	\$ (710,549)	-8.00%
Operating Expenses	3,452,756	3,649,920	197,164	5.71%
Capital Expenses	108,279	104,000	(4,279)	-3.95%
Non-Operating Expenses	604,000	640,490	36,490	6.04%
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,043,634</b>	<b>\$ 12,562,460</b>	<b>\$ (481,174)</b>	<b>-3.69%</b>

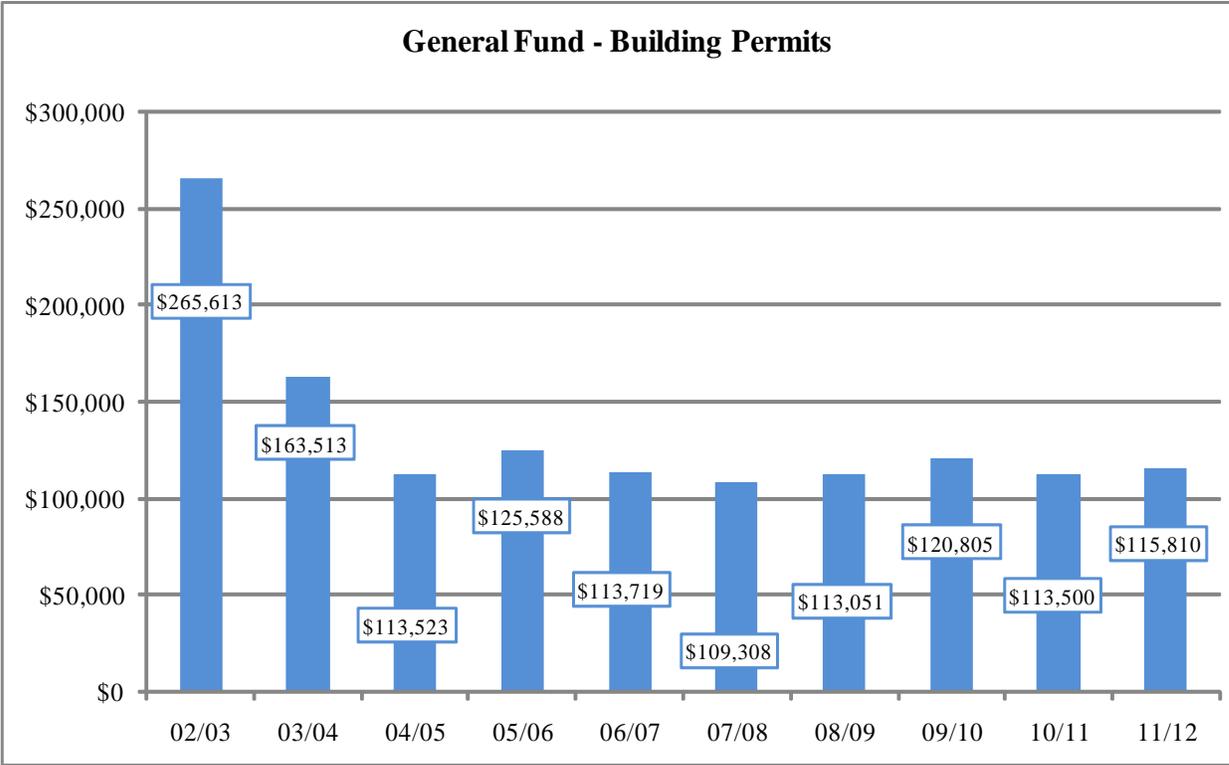
**GENERAL FUND 10 YEAR COMPARISONS**











SAFETY HARBOR, FLORIDA



SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**GENERAL FUND REVENUE SUMMARY**

	Actual	Actual	Adjusted	Est Actual	Adopted
	2008-09	2009-10	Budget	2010 -11	Budget
	2008-09	2009-10	2010-11	2010 -11	2011-12
Ad Valorem Taxes	\$ 3,059,206	\$ 3,084,968	\$ 3,200,540	\$ 3,179,090	\$ 3,082,340
Other Taxes	-	-	-	140,000	140,000
Utility Taxes	2,591,091	2,624,901	2,491,500	2,383,530	2,386,000
Local Business Tax	143,032	144,522	133,000	147,410	150,000
Building Permits	113,051	120,805	113,000	113,500	115,810
Franchise Fees	1,570,352	1,629,370	1,525,000	1,426,630	1,427,000
Other Permits & Fees	665	1,042	960	2,100	1,120
Federal Grants	-	15,000	-	-	-
State Grants	1,937	-	-	-	-
State Shared Revenues	1,326,701	1,315,567	1,286,000	1,334,890	1,334,200
Grants from Other Local Units	274,212	244,582	238,190	237,909	187,130
Shared Revenue from Other Local Units	1,104,730	989,972	996,000	1,055,405	1,056,000
General Government	10,117	6,374	7,100	9,925	10,000
Public Safety	40,681	40,232	34,900	35,340	37,770
Physical Environment	5,604	270	100	140	100
Culture & Recreation	746,076	709,658	723,500	746,359	740,710
Other Charges For Services	5,000	3,559	2,500	4,744	11,670
Judgements & Fines	92,570	68,287	60,000	84,000	84,000
Fines-Library	18,976	25,233	20,000	21,890	25,000
Fines-Local Ordinance Violation	76,408	(22)	-	-	-
Interest Earnings	417,368	395,373	342,000	234,660	228,540
Rents & Royalties	57,347	63,122	61,580	39,502	-
Disposition of Fixed Assets	16,780	6,992	-	2,000	-
Sales of Surplus Materials & Scrap	1,442	6,724	-	6,840	-
Contributions and Donations from Private Sources	65,266	20,348	22,600	18,850	20,050
Other Miscellaneous Revenue	239,248	8,496	12,000	11,086	12,000
Indirect Allocations	1,411,116	1,042,494	1,014,410	1,014,410	930,850
<b>TO TAL REVENUES</b>	<b>13,388,976</b>	<b>12,567,869</b>	<b>12,284,880</b>	<b>12,250,210</b>	<b>11,980,290</b>
Interfund Transfers	753,525	-	-	-	-
Extraordinary Item/Gain	-	-	-	1,027,000	-
<b>TO TAL O THER SOURCES REVENUE</b>	<b>753,525</b>	<b>-</b>	<b>-</b>	<b>1,027,000</b>	<b>-</b>
<b>TO TAL REVENUE AND O THER SOURCES</b>	<b>14,142,501</b>	<b>12,567,869</b>	<b>12,284,880</b>	<b>13,277,210</b>	<b>11,980,290</b>
<b>FUND BALANCE CARRYFORWARD</b>	<b>-</b>	<b>-</b>	<b>8,382,246</b>	<b>8,515,870</b>	<b>8,749,450</b>
<b>TO TAL GENERAL FUND REVENUES, TRANSFERS, O THER SOURCES AND FUND BALANCE CARRYFORWARD</b>	<b>\$ 14,142,501</b>	<b>\$ 12,567,869</b>	<b>\$ 20,667,126</b>	<b>\$ 21,793,080</b>	<b>\$ 20,729,740</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**GENERAL FUND EXPENDITURES**

	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Est Actual 2010 -11	Adopted Budget 2011-12
City Commission	\$ 146,091	\$ 146,610	\$ 157,870	\$ 157,587	\$ 165,190
City Manager	266,876	256,569	241,850	243,165	245,510
City Clerk	181,037	196,163	212,260	205,866	138,900
Personnel	288,819	290,212	287,443	287,296	281,630
Finance	382,400	389,572	289,528	290,541	268,600
Planning	354,805	336,426	327,040	322,223	262,310
City Attorney	91,311	110,744	113,350	114,200	117,500
Elections	34,549	-	27,460	318	26,060
General Government	329,387	308,643	297,027	280,286	282,330
Law Enforcement	1,334,500	1,228,769	1,258,550	1,258,543	1,264,940
Fire	3,871,970	3,615,895	3,626,404	3,680,890	3,349,990
Building	290,659	300,582	309,580	302,059	308,220
Engineering	532,374	566,730	524,149	471,296	403,510
Street	907,860	914,681	875,350	846,939	777,480
Fleet Maintenance	341,123	373,411	317,861	271,080	257,630
Building Maintenance	347,780	366,662	378,340	368,310	374,430
Main St.	224,112	204,411	184,670	184,730	204,310
Library	1,448,429	1,252,094	1,377,417	1,377,389	1,349,350
Recreation	1,236,160	1,275,825	1,393,650	1,352,149	1,429,180
Parks	695,844	678,350	778,027	759,517	767,880
Non-Operating	199,071	275,194	269,250	269,250	287,510
<b>TOTAL EXPENDITURES</b>	<b>13,505,157</b>	<b>13,087,543</b>	<b>13,247,076</b>	<b>13,043,634</b>	<b>12,562,460</b>
Interfund Transfers	223,700	4,500	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>13,728,857</b>	<b>13,092,043</b>	<b>13,247,076</b>	<b>13,043,634</b>	<b>12,562,460</b>
<b>FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>7,420,050</b>	<b>8,749,446</b>	<b>8,167,280</b>
<b>TOTAL GENERAL FUND EXPENDITURES, TRANSFERS AND FUND BALANCE</b>	<b>\$ 13,728,857</b>	<b>\$ 13,092,043</b>	<b>\$ 20,667,126</b>	<b>\$ 21,793,080</b>	<b>\$ 20,729,740</b>
<b>SUMMARY</b>					
TOTAL REVENUES	\$ 13,388,976	\$ 12,567,869	\$ 12,284,880	\$ 12,250,210	\$ 11,980,290
TOTAL EXPENDITURES	13,505,157	13,087,543	13,247,076	13,043,634	12,562,460
<b>APPROPRIATED FUND BALANCE</b>	<b>\$ (116,181)</b>	<b>\$ (519,674)</b>	<b>\$ (962,196)</b>	<b>\$ (793,424)</b>	<b>\$ (582,170)</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code		Actual	Actual	Adjusted	Est Actual	Adopted
		2008-09	2009-10	Budget 2010-11	2010 -11	Budget 2011-12
<b>TAXES</b>						
311.01-00	Ad Valorem	\$ 3,059,206	\$ 3,084,968	\$ 3,200,540	\$ 3,179,090	\$ 3,082,340
	<b>Ad Valorem Taxes</b>	<b>3,059,206</b>	<b>3,084,968</b>	<b>3,200,540</b>	<b>3,179,090</b>	<b>3,082,340</b>
312.01-00	Insur Prem Tax Firefighters Pension	-	-	-	140,000	140,000
	<b>Other Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>140,000</b>	<b>140,000</b>
314.01-00	Electric	1,294,615	1,501,797	1,350,000	1,345,630	1,350,000
314.04-00	Natural Gas	102,412	86,482	95,000	70,390	70,000
314.08-00	Propane Gas	5,821	6,648	6,500	6,320	6,000
314.09-00	Telecommunications Tax	1,188,243	1,029,974	1,040,000	961,190	960,000
	<b>Utility Taxes</b>	<b>2,591,091</b>	<b>2,624,901</b>	<b>2,491,500</b>	<b>2,383,530</b>	<b>2,386,000</b>
316.01-00	Occupational Licenses	143,032	144,522	133,000	147,410	150,000
	<b>Local Business Tax</b>	<b>143,032</b>	<b>144,522</b>	<b>133,000</b>	<b>147,410</b>	<b>150,000</b>
	<b>TOTAL TAXES</b>	<b>5,793,329</b>	<b>5,854,391</b>	<b>5,825,040</b>	<b>5,850,030</b>	<b>5,758,340</b>
<b>PERMITS, FEES, &amp; SPECIAL ASSESSMENTS</b>						
322.01-00	Building	51,653	50,064	52,000	54,000	54,000
322.02-00	Electrical	10,629	9,786	10,000	9,000	9,720
322.03-00	Plumbing	7,330	6,319	7,000	6,500	6,210
322.04-00	Mechanical	24,483	30,448	25,000	24,000	24,700
322.09-00	Other	18,956	24,188	19,000	20,000	21,180
	<b>Building Permits</b>	<b>113,051</b>	<b>120,805</b>	<b>113,000</b>	<b>113,500</b>	<b>115,810</b>
323.01-00	Electricity	1,488,509	1,552,134	1,450,000	1,354,630	1,355,000
323.04-00	Gas	80,785	76,520	74,000	72,000	72,000
323.05-00	Cable Television	1,058	716	1,000	-	-
	<b>Franchise Fees</b>	<b>1,570,352</b>	<b>1,629,370</b>	<b>1,525,000</b>	<b>1,426,630</b>	<b>1,427,000</b>
329.01-00	Signs	255	647	480	1,000	540
329.09-00	Misc Building Fees	410	395	480	1,100	580
	<b>Other Permits &amp; Fees</b>	<b>665</b>	<b>1,042</b>	<b>960</b>	<b>2,100</b>	<b>1,120</b>
	<b>TOTAL PERMITS, FEES &amp; SPECIAL ASSESSMENTS</b>	<b>1,684,068</b>	<b>1,751,217</b>	<b>1,638,960</b>	<b>1,542,230</b>	<b>1,543,930</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code		Actual	Actual	Adjusted	Est Actual	Adopted
		2008-09	2009-10	Budget 2010-11	2010 -11	Budget 2011-12
<b>INTERGOVERNMENTAL REVENUE</b>						
331.09-00	Federal	-	15,000	-	-	-
	<b>Federal Grants</b>	<b>-</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
334.07-00	Recreation	1,937	-	-	-	-
	<b>State Grants</b>	<b>1,937</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
335.01-20	State General Rev Sharing	440,609	441,950	435,000	440,640	440,600
335.01-40	Mobile Home Licenses	14,562	13,658	15,000	24,270	24,000
335.01-50	Alcoholic Bev Licenses	5,241	7,077	5,000	12,200	12,000
335.01-80	Local Govt 1\2 Sales Tx	857,009	847,342	825,000	852,140	852,000
335.02-30	Firefighters Suppl Comp	7,443	5,540	6,000	5,640	5,600
335.04-10	Motor Fuel Tax Rebate	(656)	-	-	-	-
335.09-00	Other Grants	2,493	-	-	-	-
	<b>State Shared Revenues</b>	<b>1,326,701</b>	<b>1,315,567</b>	<b>1,286,000</b>	<b>1,334,890</b>	<b>1,334,200</b>
337.70-00	Library Grant	274,212	244,582	238,190	237,909	187,130
	<b>Grants from Other Local Units</b>	<b>274,212</b>	<b>244,582</b>	<b>238,190</b>	<b>237,909</b>	<b>187,130</b>
338.09-01	Fire District Taxes	200,100	163,837	170,000	160,720	161,000
338.09-02	Enrs District Taxes	904,630	826,135	826,000	894,685	895,000
	<b>Shared Revenue from Other Local Units</b>	<b>1,104,730</b>	<b>989,972</b>	<b>996,000</b>	<b>1,055,405</b>	<b>1,056,000</b>
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>2,707,580</b>	<b>2,565,121</b>	<b>2,520,190</b>	<b>2,628,204</b>	<b>2,577,330</b>
<b>CHARGES FOR SERVICES</b>						
341.02-00	Zoning Fees	8,494	4,750	5,500	8,110	8,100
341.04-00	Certif; Records Search	916	1,100	900	1,340	1,300
341.08-40	State Sales Tax	339	524	400	320	300
341.09-01	Election Qualifying Fees	368	-	300	155	300
	<b>General Government</b>	<b>10,117</b>	<b>6,374</b>	<b>7,100</b>	<b>9,925</b>	<b>10,000</b>
342.05-10	Engineering	1,300	1,345	1,000	-	-
342.05-20	Bldg Plan Checks	26,001	26,789	27,000	27,000	26,940
342.05-30	Reinspections	1,540	970	900	1,340	1,250
342.05-40	Fire Inspection Fees	11,840	11,128	6,000	7,000	9,580
	<b>Public Safety</b>	<b>40,681</b>	<b>40,232</b>	<b>34,900</b>	<b>35,340</b>	<b>37,770</b>
343.09-10	Lot Mowing/Cleaning Fees	5,604	270	100	140	100
	<b>Physical Environment</b>	<b>5,604</b>	<b>270</b>	<b>100</b>	<b>140</b>	<b>100</b>
347.01-00	Library	568	3,173	900	3,590	2,650
347.01-10	Library Space Rental	464	8,405	6,300	10,130	6,750
347.01-15	Library Copier Revenues	2,778	4,215	4,000	3,810	3,810
347.01-16	Library Fax Revenue	170	1,028	400	900	900
	<b>Library</b>	<b>3,980</b>	<b>16,821</b>	<b>11,600</b>	<b>18,430</b>	<b>14,110</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code		Actual	Actual	Adjusted	Est Actual	Adopted
		2008-09	2009-10	Budget 2010-11	2010 -11	Budget 2011-12
347.02-10	Community Ctr Classes	78,521	112,565	85,000	120,314	111,000
347.02-11	Long/Skatepark	3,098	2,195	4,000	2,267	2,300
347.02-12	Rigsby Center Classes	52,522	82,598	60,000	83,234	84,000
347.02-13	Athletic Programs	42,577	53,365	37,000	57,828	52,000
347.02-14	Summer Daycamps	198,392	122,175	145,000	124,717	124,000
347.02-15	Misc Special Activities	7,171	11,909	10,000	7,701	8,200
347.02-16	Concession Sales	875	-	1,000	-	-
347.02-39	Special Events	9,234	6,969	8,000	8,000	8,000
347.02-90	Other Parks & Rec Fees	15,606	16,397	15,000	15,577	16,700
347.03-00	Recreation Field Trips	5,357	44	300	3,415	500
347.05-90	Rent - Community Ctr	36,175	18,995	40,000	27,092	28,000
347.05-91	Rent - Rigsby Center	9,755	9,225	15,000	12,013	10,700
347.05-92	Rent - Marina Slips	151	330	2,000	420	400
347.05-94	Brochure Advertising	2,950	2,900	4,000	2,450	2,800
347.12-14	Recreation Daycamps	103,471	101,947	115,000	115,901	109,000
369.01-00	DBCEvents Revenue	176,241	151,223	170,600	147,000	169,000
	<b>Recreation</b>	<b>742,096</b>	<b>692,837</b>	<b>711,900</b>	<b>727,929</b>	<b>726,600</b>
	<b>Culture &amp; Recreation</b>	<b>746,076</b>	<b>709,658</b>	<b>723,500</b>	<b>746,359</b>	<b>740,710</b>
349.01-00	Erate Reimbursement	5,000	3,559	2,500	4,744	11,670
	<b>Other Charges For Services</b>	<b>5,000</b>	<b>3,559</b>	<b>2,500</b>	<b>4,744</b>	<b>11,670</b>
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>807,478</b>	<b>760,093</b>	<b>768,100</b>	<b>796,508</b>	<b>800,250</b>
	<b>FINES &amp; FORFEITURES</b>					
351.01-00	Fines	91,770	68,287	60,000	84,000	84,000
351.04-00	Court Costs	800	-	-	-	-
	<b>Judgements &amp; Fines</b>	<b>92,570</b>	<b>68,287</b>	<b>60,000</b>	<b>84,000</b>	<b>84,000</b>
352.01-00	Fines	18,976	25,233	20,000	21,890	25,000
	<b>Fines-Library</b>	<b>18,976</b>	<b>25,233</b>	<b>20,000</b>	<b>21,890</b>	<b>25,000</b>
354.01-00	Code Enforcement	76,408	(22)	-	-	-
	<b>Fines-Local Ordinance Violation</b>	<b>76,408</b>	<b>(22)</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>187,954</b>	<b>93,498</b>	<b>80,000</b>	<b>105,890</b>	<b>109,000</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Est Actual 2010 -11	Adopted Budget 2011-12
<b>MISCELLANEOUS REVENUE</b>					
361.01-00 Investments	350,826	138,692	342,000	234,660	228,540
361.50-00 Market Value Adj	66,542	256,681	-	-	-
<b>Interest Earnings</b>	<b>417,368</b>	<b>395,373</b>	<b>342,000</b>	<b>234,660</b>	<b>228,540</b>
362.01-00 Rent-Public Facilities	57,347	63,122	61,580	39,502	-
<b>Rents &amp; Royalties</b>	<b>57,347</b>	<b>63,122</b>	<b>61,580</b>	<b>39,502</b>	-
364.01-00 Sale/Disposal Of F.A.	16,780	6,992	-	2,000	-
<b>Disposition of Fixed Assets</b>	<b>16,780</b>	<b>6,992</b>	-	<b>2,000</b>	-
365.01-00 Scrap Sales	342	264	-	1,600	-
365.09-00 Other Scrap/Surplus Sales	1,100	6,460	-	5,240	-
<b>Sales of Surplus Materials &amp; Scrap</b>	<b>1,442</b>	<b>6,724</b>	-	<b>6,840</b>	-
366.05-55 Chrissie Elmore Trust	62,483	13,263	20,000	18,800	20,000
366.91-00 Library Donations	2,783	7,085	2,600	50	50
<b>Contributions and Donations from Private Source</b>	<b>65,266</b>	<b>20,348</b>	<b>22,600</b>	<b>18,850</b>	<b>20,050</b>
369.02-00 Claims/Insur. Settlements	138,296	-	-	3,560	-
369.09-00 Miscellaneous Revenue	100,952	8,496	12,000	7,526	12,000
<b>Other Miscellaneous Revenue</b>	<b>239,248</b>	<b>8,496</b>	<b>12,000</b>	<b>11,086</b>	<b>12,000</b>
369.04-01 Admin Reimb - W&S	403,506	251,258	235,780	235,780	232,900
369.04-02 Fleet/Bldg Reimb - W&S	173,639	140,186	135,570	135,570	123,360
369.04-03 Admin Reimb - Sanitation	256,893	179,852	168,770	168,770	166,710
369.04-04 Fleet/Bldg Reimb - Sanit	61,896	57,358	55,470	55,470	50,470
369.04-09 Fleet/Bldg Reimb-Stormwtr	32,471	46,414	44,890	44,890	40,850
369.04-11 Admin Reimb. Fr Stormwtr	66,295	20,649	19,380	19,380	19,140
369.04-13 Engineering Reimb - Storm	128,163	178,442	182,580	182,580	152,980
369.04-14 Engineering Reimb-W&SFd	208,490	163,356	167,150	167,150	140,050
369.04-50 Bldg Reimbursement Lib Gr	18,999	-	-	-	-
369.04-52 Fleet Maint From Fire	23,867	-	-	-	-
369.04-55 Admin Reimb Library Grant	25,498	-	-	-	-
369.04-58 Bldg Maint - Marina Fund	11,399	4,979	4,820	4,820	4,390
<b>Indirect Allocations</b>	<b>1,411,116</b>	<b>1,042,494</b>	<b>1,014,410</b>	<b>1,014,410</b>	<b>930,850</b>
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,208,567</b>	<b>1,543,549</b>	<b>1,452,590</b>	<b>1,327,348</b>	<b>1,191,440</b>
<b>TOTAL SOURCES REVENUE</b>	<b>13,388,976</b>	<b>12,567,869</b>	<b>12,284,880</b>	<b>12,250,210</b>	<b>11,980,290</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>GENERAL FUND REVENUE DETAIL</b>
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Revenue Code	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Est Actual 2010 -11	Adopted Budget 2011-12
<b>INTERFUND TRANSFERS</b>					
381.21-00 Tsfr From Public Imprv Bond	93,525	-	-	-	-
381.32-00 Tsfr From Capital Project	300,000	-	-	-	-
381.63-00 Tsfr From Parkland	350,000	-	-	-	-
381.74-00 Tsfr From Street Asses.	10,000	-	-	-	-
<b>Interfund Transfers</b>	<b>753,525</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
392.01-00 Extraordinary Item/Gain	-	-	-	1,027,000	-
<b>Other Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,027,000</b>	<b>-</b>
<b>TOTAL TRANSFERS/OTHER SOURCES</b>	<b>753,525</b>	<b>-</b>	<b>-</b>	<b>1,027,000</b>	<b>-</b>
389.01-00 Fund Balance Carryforward	-	-	8,382,246	8,515,870	8,749,450
<b>TOTAL REVENUES, TRANSFERS, OTHER SOURCES AND FUND BALANCE</b>	<b>\$ 14,142,501</b>	<b>\$ 12,567,869</b>	<b>\$ 20,667,126</b>	<b>\$ 21,793,080</b>	<b>\$ 20,729,740</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>City Commission</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1010-511.11-00	Salaries & Wages	\$ 24,464	\$ 25,200	\$ 25,200	\$ 25,200	\$ 25,200
	Salaries & Wages Sub-Total	24,464	25,200	25,200	25,200	25,200
1010-511.21-00	Fica Taxes	2,390	2,482	2,120	2,884	2,560
	Benefits Sub-Total	2,390	2,482	2,120	2,884	2,560
	<b>Total Personnel Services</b>	<b>26,854</b>	<b>27,682</b>	<b>27,320</b>	<b>28,084</b>	<b>27,760</b>
<b>Operating Expenses</b>						
1010-511.34-90	Other Fees And Contracts	4,202	7,093	13,500	13,270	13,270
1010-511.40-02	Travel Williams	1,170	338	-	-	500
1010-511.40-03	Travel Ayoub	-	-	-	-	500
1010-511.40-04	Travel Steingold	140	455	-	-	500
1010-511.40-05	Travel Besore	-	393	-	-	500
1010-511.40-06	Travel Bandoni	-	664	-	-	500
1010-511.40-20	Commissioner's Allowance	15,916	16,265	16,750	16,250	17,260
1010-511.41-00	Communication Services	123	112	250	130	100
1010-511.49-30	Other Current Charges	14,865	16,141	4,500	4,600	5,500
1010-511.51-10	Office Supplies-General	334	93	750	500	500
1010-511.54-20	Membership And Dues	6,347	6,319	6,800	6,738	6,800
1010-511.54-32	Education Williams	570	705	-	-	400
1010-511.54-33	Education Ayoub	-	75	-	15	400
1010-511.54-34	Education Steingold	470	-	-	-	400
1010-511.54-35	Education Besore	100	275	-	-	400
1010-511.54-36	Education Bandoni	-	-	-	-	400
	<b>Total Operating Expenses</b>	<b>44,237</b>	<b>48,928</b>	<b>42,550</b>	<b>41,503</b>	<b>47,930</b>
<b>Non-Operating Expenses</b>						
1010-511.82-01	Neighborly Senior Service	15,000	10,000	10,000	10,000	15,000
1010-511.82-03	Museum	35,000	25,000	25,000	25,000	15,000
1010-511.82-05	Safe Harbor	-	-	-	-	2,500
1010-511.82-06	Neighborhood Family Center	25,000	35,000	40,000	40,000	45,000
1010-511.82-07	Chamber Of Commerce	-	-	13,000	13,000	12,000
	<b>Total Non-Operating Expenses</b>	<b>75,000</b>	<b>70,000</b>	<b>88,000</b>	<b>88,000</b>	<b>89,500</b>
	<b>Total City Commission</b>	<b>\$ 146,091</b>	<b>\$ 146,610</b>	<b>\$ 157,870</b>	<b>\$ 157,587</b>	<b>\$ 165,190</b>

SAFETY HARBOR, FLORIDA



## City Manager's Office

The City Manager's Office implements the policies, regulations, legislation and directives of the Elected Officials through leadership and management of various City departments and work force. The office is a central location for citizens to access information, request assistance, or resolve potential and/or existing issues. The City Manager, the City's Chief Administrative Officer, is appointed by the City Commission and is responsible for the City's day-to-day operations, while overseeing all departments and partnering with outside agencies to provide the highest quality of life for all.

### Current and Prior Year Accomplishments

The City Manager's Office responds routinely to the elected officials and to resident requests and provides up-to-date information via several forms of communication. In order to disseminate information, a Monthly Activity Report is prepared and delivered to the City Commission. The City Manager's Office coordinates a multi-year City Commission goal-setting session to establish priorities. The 2010 session provided the following action items:

1. Land Acquisition for green space, parking or redevelopment
2. Continue engaging in partnerships which strengthen economic development
3. Federal funding opportunities to assist in affordable housing projects
4. Beautification and entryway plan for recently acquired land at SE corner of Main Street and McMullen-Booth Road
5. Optimization of current resources and advance planning on budget review
6. Green living and landscaping education for residents
7. Provide city services within County enclaves
8. Expand our volunteer program to include parks and County partnerships
9. Continue city-wide beautification and maintenance efforts
10. Increase marina utilization through expanded concession sales.
11. Revisit, "tweak" City Codes regarding property maintenance



### Fiscal Year 2012 Goals

In fiscal year 2012, the focus will continue to be on the budget and economic conditions. Sustainability is the most appropriate message during this tough economic time. The City Manager's goal is to maintain the existing levels of service with minimal decreases in service while simultaneously holding expenses to a reasonable and sustainable level. This task is much easier said than done and requires participation from every employee within the organization. Department Heads will continue to offer cost-saving opportunities. Every vacant position will be evaluated for future funding consolidation, cross-training opportunities, or staff reorganization. Each major project and purchase will be debated and discussed to allow for the most efficient and sustainable use of the City resources in all funds.



### Long-Term Vision and Future Financial Impact

The City Manager's office realizes the responsibility to remain current on federal, state, and local issues and legislation that affect the City. Decisions are based on the commitment to ensure high-quality, cost-effective services for the citizens of Safety Harbor. The long-term vision of Safety Harbor is dictated by several tools; (1) Visioning Process goals and directives, (2) updated Comprehensive Plan, (3) Community Redevelopment Agency-Master Plan, and (4) the City Commission's directives and priorities. The City Manager will consistently review and mediate the vision and ideas of residents to work towards the most sustainable Safety Harbor for the future.

**CITY MANAGER PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1012**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 266,876	\$ 256,569	\$ 243,165	\$ 245,510
Total # of Full time Equivalent Employees	2.20	1.95	1.95	1.95
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 15.07	\$ 15.20	\$ 14.40	\$ 14.54
O&M Cost per Full Time Equiv. Employee	\$ 121,307	\$ 131,574	\$ 124,700	\$ 125,903

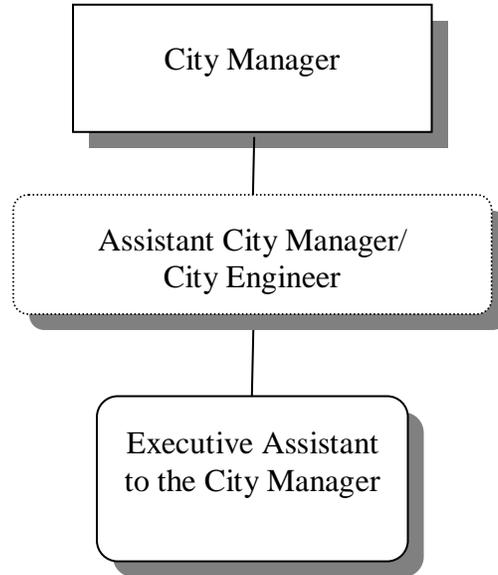
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>City Manager</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1012-512.12-00	Salaries & Wages	\$ 196,510	\$ 179,110	\$ 170,250	\$ 170,285	\$ 172,440
1012-512.14-00	Overtime-Time & One Half	-	-	250	250	260
1012-512.15-50	Longevity	3,250	-	-	-	-
	Salaries & Wages Sub-Total	199,760	179,110	170,500	170,535	172,700
1012-512.21-00	Fica Taxes	14,738	12,520	13,320	12,468	13,490
1012-512.22-00	Retirement	22,289	23,106	18,190	20,194	16,680
1012-512.23-00	Life & Health Insurance	21,454	32,131	32,330	30,533	33,370
	Benefits Sub-Total	58,481	67,757	63,840	63,195	63,540
	<b>Total Personnel Services</b>	<b>258,241</b>	<b>246,867</b>	<b>234,340</b>	<b>233,730</b>	<b>236,240</b>
<b>Operating Expenses</b>						
1012-512.40-01	Employee Travel	965	358	-	-	-
1012-512.40-30	Manager's Car Allowance	3,615	3,615	3,610	3,600	3,600
1012-512.41-00	Communication Services	1,270	1,168	1,040	1,270	1,120
1012-512.49-30	Other Current Charges	425	769	500	500	500
1012-512.51-10	Office Supplies-General	946	542	1,000	1,000	1,000
1012-512.51-11	Non-Capital Office Equip	-	35	-	-	-
1012-512.54-10	Publications	-	36	50	50	50
1012-512.54-20	Memberships & Dues	1,089	1,262	1,310	2,000	2,000
1012-512.54-30	Educational Costs	325	1,917	-	1,015	1,000
	<b>Total Operating Expenses</b>	<b>8,635</b>	<b>9,702</b>	<b>7,510</b>	<b>9,435</b>	<b>9,270</b>
	<b>Total City Manager</b>	<b>\$ 266,876</b>	<b>\$ 256,569</b>	<b>\$ 241,850</b>	<b>\$ 243,165</b>	<b>\$ 245,510</b>

**CITY MANAGER’S OFFICE**



JOB CLASS / TITLE	SALARY RANGE	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
City Manager*	CM	0.75	0.75	0.75
Assistant City Manager/Dept. Director	135	0.20	0.20	0.20
Executive Assistant to the City Manager	122	1.00	1.00	1.00
<b>Total Division</b>		<b>1.95</b>	<b>1.95</b>	<b>1.95</b>

\*City Manager 25% funded in CRA Fund (067)

## City Clerk Department

The City Clerk's Office is responsible for proper documentation of legislative affairs, management of records, and supervision of elections. Many of the City Clerk's duties are fixed by State and local law. The City Clerk is a Charter Officer. The City Clerk records, transcribes and maintains minutes and prepares agendas for the City Commission as well as the Community Redevelopment Agency, Audit Committee, Code Enforcement Board and other committees that may arise. The City Clerk maintains the City's Charter and Code of Ordinances, prepares supplements, and coordinates drafts of ordinances and resolutions, which are formal statements of the Commission's decisions or actions. The Office also prepares proclamations, certificates and other formal documentation awarded by the Mayor and Commission for public recognition to extraordinary contributions to the community. The City Clerk is custodian of the City's corporate seal and all City records and documents, such as deeds and contracts. The City Clerk prepares legal advertising and required public notices. Although the Pinellas County Supervisor of Elections holds municipal elections, the City Clerk, as the City's Supervisor of Election, coordinates local elections and referenda with the County Supervisor of Elections Office and provides information to municipal candidates, qualifies the candidates for municipal office, maintains the candidates' financial reports, and prepares the installation ceremony for incoming and returning Commissioners. Other duties include administering oaths of office, filing municipal documents with the Clerk of the Circuit Court; and posting notices and other information to the City web site.

### **Current and Prior Year Accomplishments**

Transparency in Government continues to be accomplished through prompt posting of the City Commission meeting package to the web site preceding each meeting. Video or audio recordings of City Commission meetings were available on the web site live or the following day. The web site also contains current legal and event notices, and archives of previous agendas, minutes, and recordings of City Commission, boards and committee meetings. The public accesses this information conveniently on our web site. Records Management imaging software has successfully assisted departments in storage and retrieval. Use of the OptiView system has improved response times for public records requests. The Office is currently scanning older, critical documents into the system. The use of the large format scanner has now enabled us to begin entering plans and blueprints into the system which will be critical in the event of a disaster. The City Clerk's office has reviewed the contents of the Records Center for identification of destruction dates. This office coordinated agendas, attended and prepared minutes for approximately 30 City Commission & CRA meetings, 10 Code Enforcement Board meetings and other boards as needed. Due to the staff reductions in other departments, the City Clerk's Office has assisted with meetings, agendas, and other duties.

### **Fiscal Year 2012 Goals**

The Office of City Clerk will support the Mayor, City Commission and City Manager's legislative affairs and serve as a liaison with the citizens. Accurate recording, safeguarding and retrieving of City records remains a top priority by archiving documents electronically in accordance with statutory requirements and to build an electronic database of current information critical to operations. Staff will work to scan Ordinances and Resolutions as far back as possible. Training will continue to be offered for City staff to utilize records and website systems, as well as proper handling of public records.

### **Long-Term Vision and Future Financial Impact**

The Office of City Clerk's long-term vision is to comply with its statutory duties in an effective and timely manner, utilizing innovative means to achieve these goals. Funding should be allocated to convert microfilmed records to the electronic database to safeguard documents. Professional development will allow staff to keep abreast of changes in state laws, election procedures and all aspects of local government to ensure the City's compliance with state and federal laws. This department serves a variety of support roles to other departments by serving as a clearinghouse for information, maintaining and preserving records, providing information and implementing government decisions.

**CITY CLERK PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1013**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 181,037	\$ 196,163	\$ 205,866	\$ 138,900
Total # of Full time Equivalent Employees	2.00	2.00	2.00	1.30
<b>Outputs</b>				
Prepared Agendas, Minutes & Attend Meetings Of:				
City Commission	28	24	25	24
Code Enforcement Board	12	10	10	10
Other Meetings	6	6	7	6
Code Enforcement Cases Processed	35	25	30	30
Ordinances Prepared	14	15	15	15
Resolutions Prepared	21	28	25	25
Legal Advertisements Prepared	46	55	50	45
Documents Recorded	349	598	500	500
Cubic Feet of Records Disposed Of	253	408	230	230
Cubic Feet of Records in Storage	700	700	700	700
Notices Mailed		1,419	1,800	1,800
Documents Imaged	7,000	7,000	7,000	7,000
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 10.22	\$ 11.62	\$ 12.19	\$ 8.23
O&M Cost per Full Time Equiv. Employee	\$ 90,519	\$ 98,082	\$ 102,933	\$ 106,846
Per Capita per Full Time Equiv. Employee	8,854	8,442	8,442	12,988
<b>Effectiveness</b>				
% of Storage Space Now Available	18%	22%	16%	16%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

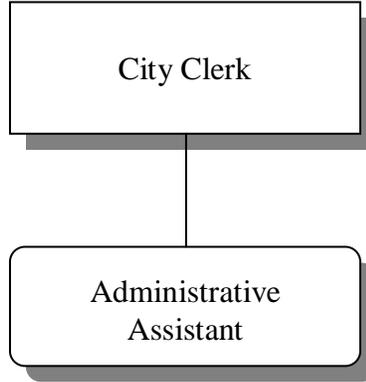
<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>City Clerk</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1013-512.12-00	Salaries & Wages	\$ 112,752	\$ 116,069	\$ 118,810	\$ 118,458	\$ 63,020
1013-512.14-00	Overtime-Time & One Half	193	884	600	525	-
1013-512.15-50	Longevity	2,500	-	-	-	-
	Salaries & Wages Sub-Total	115,445	116,953	119,410	118,983	63,020
1013-512.21-00	Fica Taxes	8,896	9,017	9,130	9,132	4,820
1013-512.22-00	Retirement	9,236	9,356	9,550	9,521	4,310
1013-512.23-00	Life & Health Insurance	16,511	17,060	16,820	16,001	8,220
	Benefits Sub-Total	34,643	35,433	35,500	34,654	17,350
	<b>Total Personnel Services</b>	<b>150,088</b>	<b>152,386</b>	<b>154,910</b>	<b>153,637</b>	<b>80,370</b>
<b>Operating Expenses</b>						
1013-512.34-90	Other Fees & Contracts	1,545	804	2,760	2,769	2,950
1013-512.40-01	Employee Travel	1,378	2,024	-	-	-
1013-512.41-00	Communication Services	247	299	480	610	430
1013-512.46-20	Equipment Repairs	150	-	200	200	200
1013-512.46-40	Maintenance Contracts	-	16,025	23,550	23,550	24,520
1013-512.49-10	Legal Advertising	14,192	15,857	19,000	14,000	19,000
1013-512.49-30	Other Current Charges	10,302	6,212	8,590	8,590	8,590
1013-512.51-10	Office Supplies-General	1,864	866	1,500	1,500	1,500
1013-512.51-11	Non-Capital Office Equip.	-	310	-	-	500
1013-512.54-10	Publications	396	225	760	500	350
1013-512.54-20	Memberships & Dues	375	480	510	510	490
1013-512.54-30	Educational Costs	500	675	-	-	-
	<b>Total Operating Expenses</b>	<b>30,949</b>	<b>43,777</b>	<b>57,350</b>	<b>52,229</b>	<b>58,530</b>
	<b>Total City Clerk</b>	<b>\$ 181,037</b>	<b>\$ 196,163</b>	<b>\$ 212,260</b>	<b>\$ 205,866</b>	<b>\$ 138,900</b>

**Organizational Chart**

**CITY CLERK'S OFFICE**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
City Clerk	130	1.00	1.00	1.00
Deputy City Clerk	121	1.00	1.00	0.00
Administrative Assistant	119	0.00	0.00	0.30
<b>Total Division</b>		<b>2.00</b>	<b>2.00</b>	<b>1.30</b>

# Elections

The City Clerk is the Supervisor of Elections for the City, providing for conduct of public elections of Safety Harbor officials and referendums.

## Current and Prior Year Accomplishments

The incumbent Mayor and City Commissioner qualified for re-election and there were no challengers. Deemed as automatically re-elected, the election was cancelled. The City saved approximately \$27,000 which had been budgeted for the election.

## Fiscal Year 2012 Goals

The March 13, 2012 election is scheduled to select three City Commissioners for Seats # 1, 2, and 3. Qualifying is currently scheduled for December 30, 2011 – January 10, 2012. However, it is hoped that the City can save most of the election costs by scheduling the election to be held on the same day as the Presidential Preference Primary. That date has not yet been selected. Staff will update the Candidate's Handbook and all election documents with the latest changes in state law. A Resolution calling for the election and establishing the qualifying period will be prepared by the City Clerk for Commission action.

## Long-Term Vision and Future Financial Impact

The City Clerk strives to conduct all elections and referendums in an open and impartial manner. All candidates and issues are afforded equal consideration at all times. Citizens are given access to candidates' financial reports and the candidate forum through the City website. State and federal election laws continue to impact the cost of holding municipal elections.

<b>Fund:</b> General	<b>Department:</b> Elections	<b>Fund #:</b> 001
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### EXPENDITURE DETAIL

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1019-519.12-00	Salaries & Wages	\$ 8,167	\$ -	\$ -	\$ -	\$ -
	Total Personnel Services	8,167	-	-	-	-
<b>Operating Expenses</b>						
1019-519.44-00	Rental And Leases	7,657	-	-	-	-
1019-519.47-01	Printing & Binding	15,724	-	1,400	-	-
1019-519.49-10	Legal Advertising	2,968	-	600	268	600
1019-519.49-30	Other Current Charges	33	-	25,460	50	25,460
	Total Operating Expenses	26,382	-	27,460	318	26,060
	<b>Total Elections</b>	<b>\$ 34,549</b>	<b>\$ -</b>	<b>\$ 27,460</b>	<b>\$ 318</b>	<b>\$ 26,060</b>

SAFETY HARBOR, FLORIDA



## Personnel Department

The Personnel Department is responsible for supporting management and employees by developing and administering personnel and management policies. Responsibilities include recruitment, employment, labor relations, collective bargaining, classification, pay, training and development, risk management, safety, employee benefits and retirement administration. The department monitors compliance with established City policies and compliance with state and federal employment laws. Responsibilities include Public Communications, media relations and government access television, as well as specialized marketing assistance for downtown merchants. Ongoing public communications responsibilities include the bi-monthly publication of the Cityscape Newsletter, monthly production of the Cityscape television program and the annual hosting of the Safety Harbor Citizens' Academy.

### **Current and Prior Year Accomplishments**

The Personnel Department has continued to provide superior service to management, employees and the public. Approximately 500 employment applications were processed for six position recruitments, including summer seasonal positions. A retirement/separation incentive policy was implemented for the purpose of creating budgetary savings for future years, and to allow for staff and departmental restructuring. A new three-year collective bargaining agreement was successfully negotiated with the Firefighters' union with wage reopeners for the second and third years. The addition of the part-time Safety Officer position has resulted in increased safety training and safety inspections for employees and City facilities.

A main focus of the department is employee benefits. The employee benefits package was renewed in 2011 with a small decrease in cost to the employees. This year, staff conducted an Employee Benefits Survey. The results indicated City employees' continued high level of satisfaction with the benefits package. Other employee benefit programs conducted this year were the Years of Service Pin Program, Employee Flu shot Program, and the continuation of wellness lunch-and-learn seminars. The Safety Harbor Fire Pension Plan was updated and revised for compliance with several new state and federal regulations.

Public Communications has done an exceptional job in providing news and information to the citizens of Safety Harbor. This year, six bi-monthly issues of the Cityscape Newsletter were published and mailed to all residents and businesses in Safety Harbor. Several brochures and press releases were prepared throughout the year. The 2010 City Annual Report, highlighting the City's major accomplishments, was produced and distributed in February 2011. Public Communications manages the City's 24/7 government access television station, which continues to produce an in-house news program and several other special productions throughout the year.

Public Communications continues to take the lead in managing the City's public relations and media relations programs for the City of Safety Harbor. The department works closely with the Economic Development Committee and several non-profits within the City. Public Communications also managed the annual Mayor's Breakfast in early December.

### **Fiscal Year 2012 Goals**

For fiscal year 2012, the Personnel Department will evaluate the employee benefit plans and explore strategies for reducing City costs. All employee insurance benefit plans will be bid-out for the January 2012 renewal. The Personnel Department will continue to support management and employees with the goal of providing the most efficient services to Safety Harbor residents.

Public Communications will expand production of City promotional videos and will assist in updating and improving the City's website. The department will continue to support and assist City departments and downtown merchants with effective communications and marketing strategies.

### **Long-Term Vision and Future Financial Impact**

The Personnel Department will continue to design, evaluate, refine and implement policies and procedures that will support organizational goals for the purpose of fulfilling the City's mission.

**PERSONNEL PERFORMANCE INDICATORS**  
**FUND: 001 DEPARTMENT: 1014**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 288,819	\$ 290,212	\$ 287,296	\$ 281,630
Total # of Full time Equivalent Employees	3.50	3.50	3.50	3.50
<b>Outputs</b>				
# Applications Reviewed	532	543	592	530
# Grievances Handled	1	-	1	1
# New Hires - Regular Employees	13	20	25	20
# New Hires - Temp. Employees	26	15	20	20
# Salary Surveys Sent/Received	14	12	14	14
# Training Sessions Conducted	15	12	12	12
# Action Forms (PA's) Processed	230	214	60	60
Total Workers Comp. Claims Processed	10	10	6	7
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 16.31	\$ 17.19	\$ 17.02	\$ 16.68
O&M Cost Per Full Time Equiv. Employee	\$ 82,520	\$ 82,918	\$ 82,085	\$ 80,466
Per Capita Per Full Time Equiv. Employee	5,059	4,824	4,824	4,824
<b>Effectiveness</b>				
Avg. Time to Fill Vacancy Requests	3 Weeks	3 Weeks	3 Weeks	3 Weeks

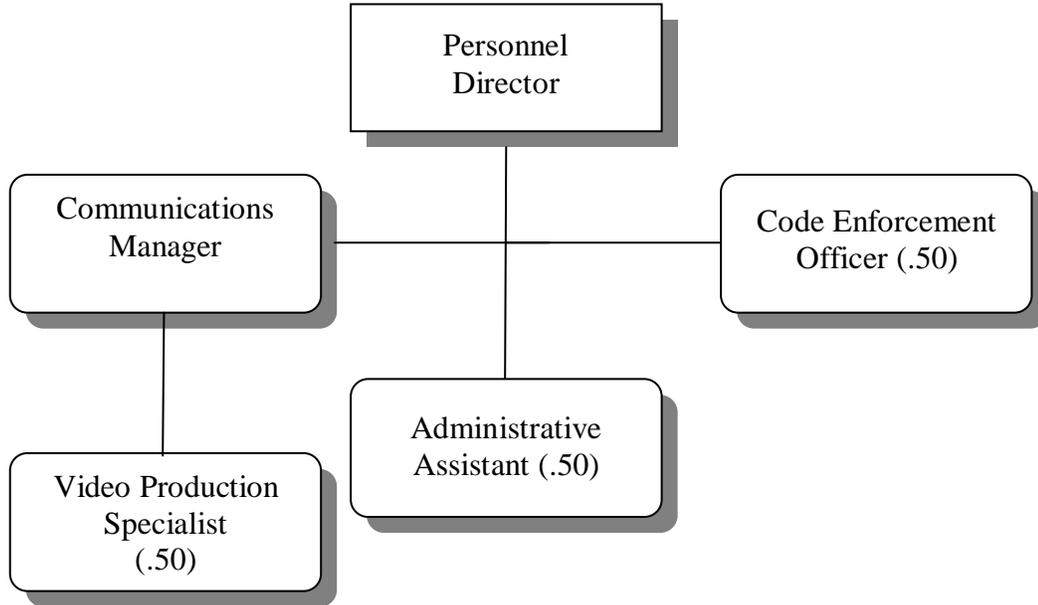
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Personnel</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1014-512.12-00	Salaries & Wages	\$ 188,000	\$ 205,337	\$ 206,460	\$ 209,791	\$ 210,680
1014-512.12-10	Temp Wages	13,078	-	-	-	-
1014-512.15-50	Longevity	2,125	-	-	-	-
	Salaries & Wages Sub-Total	203,203	205,337	206,460	209,791	210,680
1014-512.21-00	Fica Taxes	15,465	15,711	15,790	16,057	16,120
1014-512.22-00	Retirement	18,064	18,764	17,830	19,489	12,960
1014-512.23-00	Life & Health Insurance	23,494	24,642	17,280	17,409	17,540
	Benefits Sub-Total	57,023	59,117	50,900	52,955	46,620
	Total Personnel Services	260,226	264,454	257,360	262,746	257,300
<b>Operating Expenses</b>						
1014-512.31-30	Employee Physicals	630	610	1,100	1,100	1,900
1014-512.34-90	Other Fees & Contracts	2,620	2,531	3,500	4,200	3,650
1014-512.40-01	Employee Travel	537	541	-	-	-
1014-512.41-00	Communication Services	1,156	1,353	1,650	1,700	1,260
1014-512.46-20	Equipment Repairs	738	-	2,200	500	1,000
1014-512.46-30	Radio/Nextel Maint	-	-	130	130	130
1014-512.47-01	Printing & Binding	770	695	1,650	1,650	-
1014-512.49-20	Advertising - Other	1,264	1,157	2,000	1,000	1,000
1014-512.49-30	Other Current Charges	11,587	8,196	5,000	3,200	2,800
1014-512.49-36	Special Program Costs	6,026	6,095	6,700	6,700	7,670
1014-512.51-10	Office Supplies-General	2,010	3,485	4,733	3,500	4,050
1014-512.54-20	Memberships & Dues	855	870	1,220	870	870
1014-512.54-30	Educational Costs	400	225	200	-	-
	Total Operating Expenses	28,593	25,758	30,083	24,550	24,330
	<b>Total Personnel</b>	<b>\$ 288,819</b>	<b>\$ 290,212</b>	<b>\$ 287,443</b>	<b>\$ 287,296</b>	<b>\$ 281,630</b>

**Organizational Chart**  
**PERSONNEL DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Personnel Director	132	1.00	1.00	1.00
Communications Manager	125	1.00	1.00	1.00
Code Enforcement Officer	120	0.50	0.50	0.50
Administrative Assistant	119	0.50	0.50	0.50
Video Production Specialist	115	0.50	0.50	0.50
<b>Total Division</b>		<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

# FINANCE DEPARTMENT

The Finance Department is responsible for the administration, direction, supervision and coordination of all City financial functions including financial planning, budgeting, debt management, investments, purchasing, accounting, payroll, utilities' customer service, accounts receivable and billings and Information Systems. The Department's role is divided between Administration, Accounting & Budgeting, Utilities and Information Systems. Accounting & Budgeting are reported within the General Fund while Utilities and Information Systems are reported within the Water & Wastewater Utility Enterprise Fund. Overall, Administration is accounted for jointly between the two funds.

## **Current and Prior Year Accomplishments**

The Finance Department has been reevaluated and positions realigned with a focus on internal controls. A coordinated set of policies and procedures is currently under development that will reflect a comprehensive approach for management to achieve its goals. Prior to finalizing the formal policies and procedures document, input will be obtained from the Finance Advisory Committee for a recommendation to City Commission. The Finance Advisory Committee has discussed and made recommendations to City Commission regarding a formal minimum fund reserve and stabilization arrangement policy. The policy is expected to be implemented by fiscal year end upon adoption by the City Commission.

## **Fiscal Year 2012 Goals**

For fiscal year 2012, the Finance Department will focus on activities which will best serve the needs of the City with continued emphasis on timely and transparent financial reporting to the City's Elected Officials and Management Staff for informed decision making. Staff will diligently work to clear items identified in the prior year's audit and complete the Comprehensive Annual Financial Report for issuance no later than February 2011.

## **Long-Term Vision and Future Financial Impact**

The Finance Department will continue to work with other departments in evaluating the resources needed for the City to complete the capital infrastructure needs identified in the City's long-term Capital Improvements Program as well as provide input on efficiencies that will result in future years.

**FINANCE PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1015**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 382,400	\$ 389,572	\$ 290,541	\$ 268,600
Total # of Full time Equivalent Employees	5.50	5.50	4.00	3.50
<b>Outputs</b>				
# Accounts Payable Checks	4,404	4,377	4,115	4,220
# P-Card Transactions	2,317	2,130	1,950	2,000
# GL Transactions	61,537	83,021	84,970	87,094
# of Purchase Orders	1,776	1,851	1,900	1,948
# Audits Conducted	1	1	1	1
# Principal/Interest Payments	8	8	8	6
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 21.59	\$ 23.07	\$ 17.21	\$ 15.91
O&M Cost Per Full Time Equivalent Employee	\$ 69,527	\$ 70,831	\$ 72,635	\$ 76,743
Per Capita Per Full Time Equivalent Employee	3,220	3,070	4,221	4,824
<b>Effectiveness</b>				
Interest Rate on Bond Investments	3.00%	3.24%	3.34%	3.04%
% of Invoices Paid with Discounts	1.0%	< 1.0%	< 1.0%	1.5%

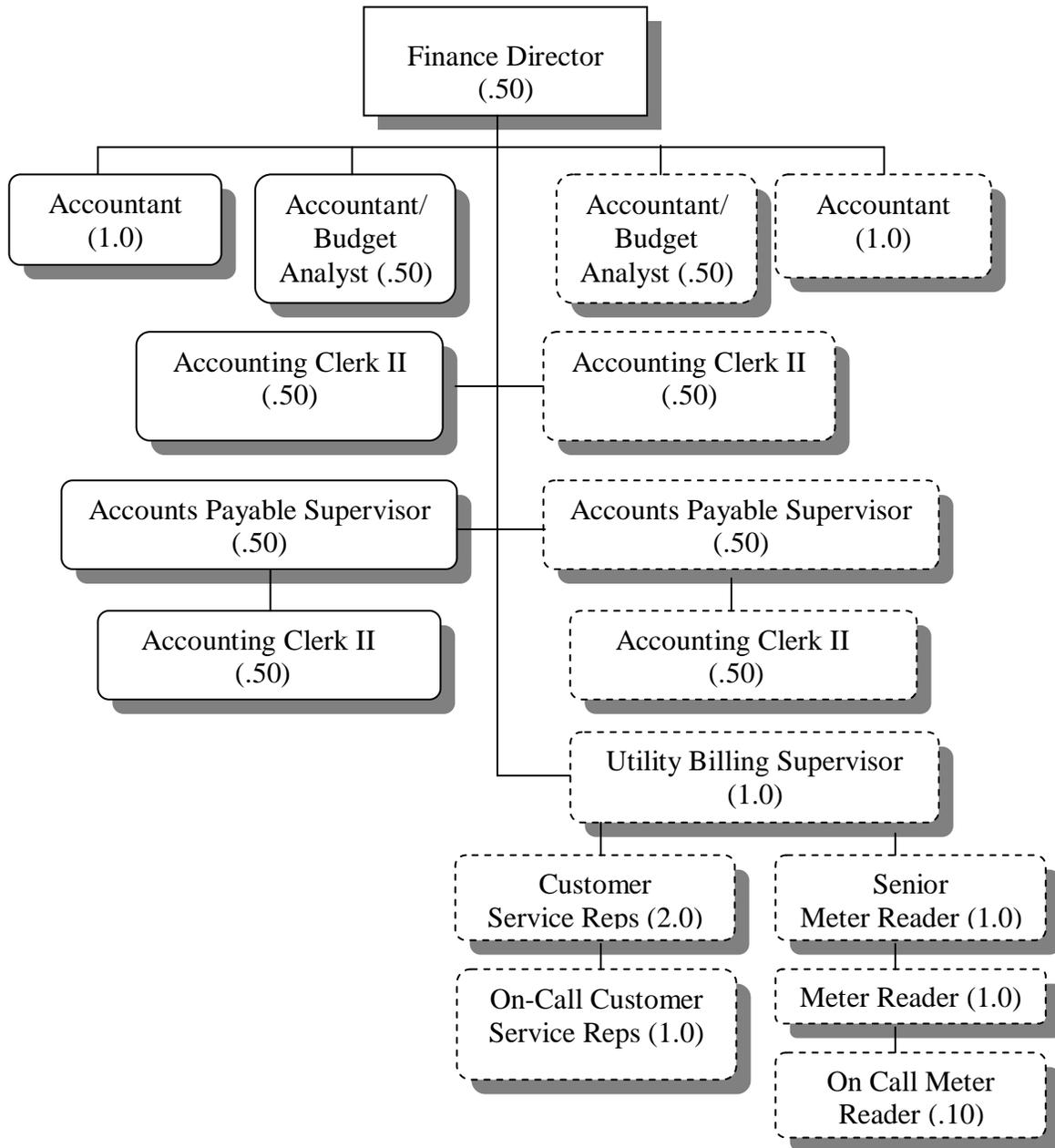
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Finance</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12	
<b>Personnel Services</b>						
1015-513.12-00	Salaries & Wages	\$ 267,526	\$ 289,016	\$ 200,210	\$ 208,002	\$ 188,210
1015-513.12-10	Reg Wages-Temporary Empl	5,921	791	-	-	-
1015-513.14-00	Overtime-Time & One Half	1,263	764	2,400	596	2,430
1015-513.15-50	Longevity Pay	6,625	-	-	-	-
	Salaries & Wages Sub-Total	281,335	290,571	202,610	208,598	190,640
1015-513.21-00	Fica Taxes	21,636	22,402	15,500	15,903	14,590
1015-513.22-00	Retirement	23,351	22,565	17,700	15,654	15,260
1015-513.23-00	Life & Health Insurance	46,284	40,197	40,220	36,573	35,110
1015-513.26-00	OPEB		7,590			
	Benefits Sub-Total	91,271	92,754	73,420	68,130	64,960
	Total Personnel Services	372,606	383,325	276,030	276,728	255,600
<b>Operating Expenses</b>						
1015-513.34-90	Other Fees & Contracts	1,933	-	5,538	5,534	1,500
1015-513.40-01	Employee Travel	399	15	-	-	1,600
1015-513.41-00	Communication Services	1,023	1,286	1,120	1,340	1,200
1015-513.46-40	Maintenance Contracts	-	-	280	280	830
1015-513.47-01	Printing & Binding	657	422	1,000	1,000	1,000
1015-513.49-30	Other Current Charges	1,872	14	350	350	350
1015-513.51-10	Office Supplies-General	3,024	3,504	3,500	3,500	3,500
1015-513.51-11	Non-Capital Office Equip	459	432	500	500	500
1015-513.52-70	Special Clothing/Uniforms	26	-	180	180	180
1015-513.54-01	Subscriptions	105	105	250	250	250
1015-513.54-10	Publications	164	240	250	250	250
1015-513.54-20	Memberships & Dues	93	130	530	530	540
1015-513.54-30	Educational Costs	39	99	-	99	1,300
	Total Operating Expenses	9,794	6,247	13,498	13,813	13,000
	<b>Total Finance</b>	<b>\$ 382,400</b>	<b>\$ 389,572</b>	<b>\$ 289,528</b>	<b>\$ 290,541</b>	<b>\$ 268,600</b>

**Organizational Chart**  
**FINANCE DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Finance Director	133	0.50	0.50	0.50
Accountant/Budget Analyst (1)	125	0.50	0.50	0.50
Accountant (2)	122	1.00	1.00	1.00
Accounts Payable Supervisor	122	1.00	0.50	0.50
Accounting Clerk II	116	2.00	1.00	1.00
Staff Assistant (2)	116	0.50	0.50	0.00
<b>Total Division</b>		<b>5.50</b>	<b>4.00</b>	<b>3.50</b>

# COMMUNITY DEVELOPMENT



The Community Development Department is responsible for ensuring land use and building activities comply with the City's adopted plans and codes. The Department is comprised of three divisions: planning and zoning; building review and inspections (including local business tax receipt collections); and code enforcement. The Department is actively involved in comprehensive and strategic planning; code administration, community redevelopment; natural resource protection; building and site plan review; and code inspections and enforcement.

## Current and Prior Year Accomplishments

The Planning and Zoning Division continues to carry out its core functions, which include:

- *Maintain and update short and long range plans to reflect changes in community conditions and policy direction;*
- *Administer local zoning and land development code requirements;*
- *Plan and implement community redevelopment initiatives;*
- *Serve as an information resource by providing relevant, accurate data and analysis to assist with decision-making; and,*
- *Seek out grant opportunities for public improvement projects.*

Notable accomplishments include, but are not limited to: negotiated development agreement involving land use and zoning amendments, right-of-way vacations, and site plan approval for proposed redevelopment project at northeast corner of Cedar Street and McMullen Booth Road; performed a major update to the City Code to address outdated building and property maintenance standards and other deficiencies; completed an Urban and Community Forestry grant to inventory and assessed 3,500 trees on public property and in the right-of-way; developed and implemented a new Downtown Partnership Program for the Community Redevelopment Area; continued improvements and data availability in the City's Geographic Information System; updated application forms and staff report templates to be more user friendly and efficient; helped negotiate terms of long-term lease of wireless communication facility at Fire Station #53; helped negotiate acquisition of public land at the southeast corner of Main Street and McMullen Booth Road; negotiated acquisition of a greenway and trail easement along Mullet Creek, west of the Church Street property; secured Community Development Block Grant Funding from Pinellas County for Phase 1 park improvements to Church Street property.

The Building Division is in charge of enforcing the Florida Building Code by conducting plan review and inspections for building alterations and new construction. The Building Official also serves as the City's Floodplain Manager and provides the Federal Emergency Management Agency with required documentation to maintain and elevate the City's current rating. Staff also administers the City's local business tax receipt registration process. In FY 09/10, the Building Department issued 1,497 permits and conducted 2,717 inspections. The City's reliance on the County for outside assistance continues to decline as shown in the following table:

INSPECTIONS	FISCAL YEAR			
	06-07	07-08	08-09	09-10
CITY	3,506	2,695	2,704	2,717
COUNTY	476	410	53	62
TOTAL	3,982	3,105	2,757	2,779
% COUNTY	12%	13%	2%	2%

The City's Code Enforcement Officer is responsible for ensuring land use activities and structures comply with the minimum standards set forth by City ordinance. This involves responding to citizen complaints, staff investigations, and routine

surveillance. In the vast majority of cases, voluntary compliance is achieved without a hearing before the Code Enforcement Board.

**Fiscal Year 2012 Goals**

In addition to routine work, Staff will seek to accomplish the following special project goals in 2012:

- Complete Citywide Parks and Recreation Master Plan;
- Update Downtown Master Plan to reflect updated Action Strategy and Capital Improvements program;
- Investigate the need for establishing a Community Redevelopment Area along SR 590, east of McMullen Booth Road, and complete required Blight Study and Community Redevelopment Plan;
- Evaluate Impact Fees and update nexus analysis with supporting data and analysis; and
- Make the availability and use of the Citywide GIS more widespread.

**Long-Term Vision and Future Financial Impact**

Staff will continue to perform its core functions and make continuous improvements to the review, permitting and code enforcement process. The proposed budget for the Planning and Zoning Division is 17% lower than the previous fiscal year due to reclassification of the Senior Planner position to a combination role with the Department that includes GIS, CAD, and arboricultural responsibilities.

**PLANNING & ZONING PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1017**

<b>Jurisdiction Data</b>	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
Total Personnel Services & Operating Expenses	\$ 317,409	\$ 298,699	\$ 271,323	\$ 204,315
Total # of Full time Equivalent Employees	3.50	2.90	2.65	2.15
<b>Outputs</b>				
# of Annexations	2	5	2	2
# of Site Plans	6	2	5	6
# of Comp Plan Amendments Completed	2	3	2	2
# of Land Development and City Code Amendments	4	4	4	4
# of Zoning Map Amendments	2	4	4	4
# of Conditional Use Reviews	2	1	3	2
# of Subdivisions	-	-	1	1
# of Variances	2	4	4	4
# of Grand Tree Permit Inspections	26	35	20	25
# of Zoning Permits	253	181	150	200
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 17.92	\$ 17.69	\$ 16.07	\$ 12.10
O&M Cost per Full Time Equiv. Employees	\$ 90,688	\$ 103,000	\$ 102,386	\$ 95,030
Per Capita per Full Time Equiv. Employees	5,059	5,822	6,371	7,853
<b>Effectiveness</b>				
Avg. # days to Review Development Cases	30	30	30	30
% of Projects Completed on Schedule	100%	100%	100%	100%

**CODE ENFORCEMENT PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1017**

<b>Jurisdiction Data</b>	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
Total Personnel Services & Operating Expenses	\$ 37,396	\$ 37,727	\$ 50,900	\$ 57,995
Total # of Full time Equivalent Employees	0.50	0.50	1.00	1.00
<b>Outputs</b>				
Remove illegal signs	1,254	1,104	1,000	1,119
Lot mowing	52	24	20	32
Abandoned cars	58	52	40	50
Illegal dumping and trash accumulation	91	102	100	98
License and permit violations	48	52	51	50
Watering ban violations	40	5	3	16
Watering information (pool discharge)	26	3	8	12
Tree violations (illegal cutting)	17	8	10	12
Animal complaints	39	19	24	27
Visual obstruction	5	11	8	8
Illegal land clearing	5	5	4	5
Damaging city property	2	8	4	5
Zoning violations (grass)	135	164	100	133
Rights-of-way violations	68	104	30	67
Assist fire department	3	2	1	2
Miscellaneous code violations	107	97	93	99
Code Enforcement Board violations	47	173	62	94
Local Business Tax Reciepts	253	181	109	181
Posting official notices	27	27	20	25
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 2.11	\$ 2.23	\$ 3.01	\$ 3.43
O&M Cost per Full Time Equiv. Employees	\$ 74,792	\$ 75,454	\$ 50,900	\$ 57,995
Per Capita per Full Time Equiv. Employees	35,416	33,768	16,884	16,884
<b>Effectiveness</b>				
Avg. Time to Gain Compliance	20 days	20 days	20 days	20 days
Avg. Time to Initial Response to a Complaint	2 days	2 days	2 days	2 days

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Community Development/Planning &amp; Zoning</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Personnel Services</b>						
1017-515.12-00	Salaries & Wages	\$ 243,727	\$ 211,601	\$ 209,800	\$ 215,739	\$ 171,660
1017-515.15-50	Longevity Pay	5,750	-	-	-	-
	Salaries & Wages Sub-Total	249,477	211,601	209,800	215,739	171,660
1017-515.21-00	Fica Taxes	18,532	15,884	16,050	16,388	13,140
1017-515.22-00	Retirement	20,996	18,572	19,420	20,389	13,160
1017-515.23-00	Life & Health Insurance	42,908	56,001	56,860	46,928	47,980
1017-515.26-00	OPEB	-	3,795	-	-	-
	Benefits Sub-Total	82,436	94,252	92,330	83,705	74,280
	Total Personnel Services	331,913	305,853	302,130	299,444	245,940
<b>Operating Expenses</b>						
1017-515.34-20	Planning Services	10,806	21,155	13,940	5,000	5,000
1017-515.34-90	Other Fees And Contracts	3,015	1,928	1,500	8,500	2,000
1017-515.40-01	Employee Travel	1,217	587	235	230	780
1017-515.41-00	Communication Services	1,680	1,298	1,260	1,740	1,440
1017-515.46-10	Outside Vehicle Repair	-	-	200	200	200
1017-515.46-20	Equipment Repairs	141	97	200	200	200
1017-515.46-30	Nextel/Radio Maintenance	-	-	100	100	100
1017-515.46-40	Maintenance Contracts	1,500	1,610	1,900	1,850	1,690
1017-515.47-01	Printing & Binding	145	-	250	250	250
1017-515.49-30	Other Current Charges	112	10	100	100	100
1017-515.51-10	Office Supplies-General	957	610	500	500	500
1017-515.51-11	Non-Capital Office Equip.	-	147	250	250	250
1017-515.51-50	Reproduction Supplies	405	300	500	500	500
1017-515.52-01	Gas	870	784	1,600	974	1,080
1017-515.52-03	Oil & Other Lubricants	-	-	100	100	100
1017-515.52-10	Vehicle Parts	125	634	200	200	200
1017-515.52-70	Special Clothing /Uniform	92	-	170	170	150
1017-515.54-01	Subscriptions	-	-	-	10	-
1017-515.54-10	Publications	-	234	250	250	250
1017-515.54-20	Memberships & Dues	972	864	1,100	1,100	1,100
1017-515.54-30	Educational Costs	855	315	555	555	480
	Total Operating Expenses	22,892	30,573	24,910	22,779	16,370
	<b>Total Community Development</b>	<b>\$ 354,805</b>	<b>\$ 336,426</b>	<b>\$ 327,040</b>	<b>\$ 322,223</b>	<b>\$ 262,310</b>

**BUILDING DEPT PERFORMANCE INDICATORS**  
**FUND: 001 DEPARTMENT: 1024**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 290,659	\$ 300,582	\$ 302,059	\$ 308,220
Total # of Full time Equivalent Employees	4.00	4.00	4.00	4.00
Total # of Full-time Inspectors	1.00	1.00	1.00	1.00
Total # of Full-time Plan Examiners	1.00	1.00	1.00	1.00
<b>Outputs</b>				
# of Bldg. Plans Reviewed	328	302	336	352
# of Blds. Permits Issued	1,304	1,508	1,658	1,823
# of Inspection Performed	2,759	2,778	3,216	3,714
<b>Outputs Occupational Licenses</b>				
# of Licenses Issued	1,155	1,225	1,325	1,375
# of Renewals	1,015	1,013	1,100	1,150
# of Inspections Performed (By Code Enforcement)	80	80	80	80
<b>Efficiency</b>				
Avg # of Insp. Per Full Time Equiv. Employee	2,759	2,778	3,216	3,714
Avg. # of Plans Reviewed per FTE	328	302	336	352
O&M Cost Per Capita	\$ 16.41	\$ 17.80	\$ 17.89	\$ 18.26
O&M Cost per Full Time Equiv. Employee	\$ 72,665	\$ 75,146	\$ 75,515	\$ 77,055
Per Capita per Full Time Equiv. Employee	4,427	4,221	4,221	4,221
<b>Effectiveness</b>				
Avg. Permit Review Time	0.45	0.45	0.45	0.45
% of Inspections Performed on Schedule	100%	100%	100%	100%
% of Recovery	100%	100%	100%	100%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Building</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1024-524.12-00	Salaries & Wages	\$ 195,677	\$ 200,169	\$ 201,680	\$ 201,685	\$ 205,100
1024-524.15-50	Longevity Pay	5,250	-	-	-	-
	Salaries & Wages Sub-Total	200,927	200,169	201,680	201,685	205,100
1024-524.21-00	Fica Taxes	14,899	14,825	15,430	15,248	15,690
1024-524.22-00	Retirement	20,599	20,869	22,000	22,003	15,840
1024-524.23-00	Life & Health Insurance	42,908	52,037	53,400	50,314	53,770
	Benefits Sub-Total	78,406	87,731	90,830	87,565	85,300
	<b>Total Personnel Services</b>	<b>279,333</b>	<b>287,900</b>	<b>292,510</b>	<b>289,250</b>	<b>290,400</b>
<b>Operating Expenses</b>						
1024-524.34-90	Other Fees & Contracts	2,014	3,283	4,580	2,500	4,580
1024-524.40-01	Employee Travel	1,037	840	530	550	820
1024-524.41-00	Communications Services	2,568	2,003	2,360	2,180	1,970
1024-524.46-10	Outside Vehicle Repairs	-	-	140	140	140
1024-524.46-20	Outside Equipment Repair	-	-	-	-	800
1024-524.46-30	Radio Maintenance	-	-	150	150	150
1024-524.46-40	Maintenance Contracts	255	270	240	240	240
1024-524.47-01	Printing & Binding	687	1,246	1,500	1,000	1,300
1024-524.49-30	Other Current Charges	140	-	140	140	140
1024-524.51-10	Office Supplies-General	879	756	1,200	1,100	1,400
1024-524.52-01	Gas	1,648	1,597	2,550	2,044	2,420
1024-524.52-03	Oil & Lubricants	-	22	100	100	100
1024-524.52-10	Vehicle Parts	188	482	770	224	350
1024-524.52-30	Small Tools & Supplies	-	82	100	100	100
1024-524.52-70	Special Clothing/Uniforms	257	259	500	500	500
1024-524.52-80	Tires & Tubes	-	-	-	461	420
1024-524.54-10	Publications	283	432	800	200	800
1024-524.54-20	Memberships & Dues	330	525	490	350	490
1024-524.54-30	Educational Costs	1,040	885	920	830	1,100
	<b>Total Operating Expenses</b>	<b>11,326</b>	<b>12,682</b>	<b>17,070</b>	<b>12,809</b>	<b>17,820</b>
	<b>Total Building</b>	<b>\$ 290,659</b>	<b>\$ 300,582</b>	<b>\$ 309,580</b>	<b>\$ 302,059</b>	<b>\$ 308,220</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

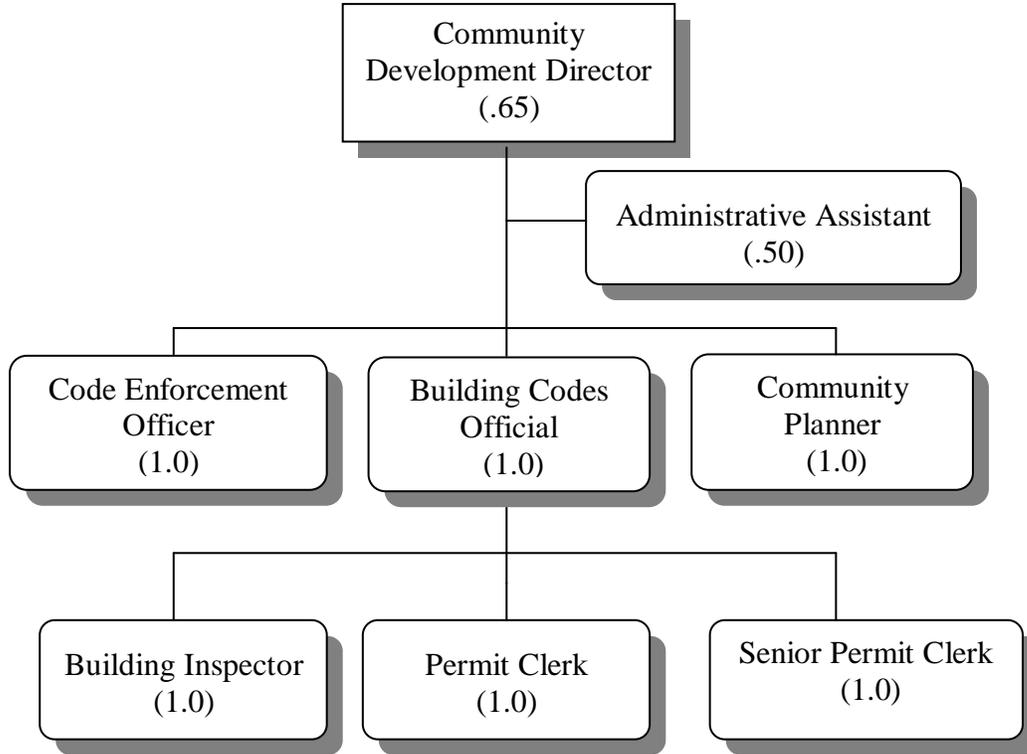
<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Building</b>	<b>Fund #:</b> <b>001</b>
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<b>FUNDING SOURCE</b>
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Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
	Program Expenditure Budget	\$ 290,659	\$ 300,582	\$ 309,580	\$ 302,059	\$ 308,220
	Less Revenues Supporting Program:					
	316 Local Business Tax	143,032	144,522	133,000	147,410	150,000
	322 Permits, Fees & Special Assessments	113,051	120,805	113,000	113,500	115,810
	329 Other Permits & Fees	665	1,042	960	2,100	1,120
	342 Public Safety	39,381	38,887	33,900	35,340	37,770
	Net Unsupported Budget	<b>\$ (5,470)</b>	<b>\$ (4,674)</b>	<b>\$ 28,720</b>	<b>\$ 3,709</b>	<b>\$ 3,520</b>
	% Of Budget Supported	101.9%	101.6%	90.7%	98.8%	98.9%

**Organizational Chart**

**COMMUNITY DEVELOPMENT  
PLANNING, ZONING & BUILDING DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Community Development Director	133	0.65	0.65	0.65
Senior Planner	125	1.00	1.00	0.00
Community Planner	125	0.00	0.00	1.00
Administrative Assistant	119	0.50	0.50	0.50
Code Enforcement Officer	120	0.50	1.00	1.00
Engineering/Planning Tech	119	0.50	0.50	0.00
GIS Coordinator	124	0.25	0.00	0.00
<b>Total Planning &amp; Zoning</b>		<b>3.40</b>	<b>3.65</b>	<b>3.15</b>
Building Codes Official	130	1.00	1.00	1.00
Building Inspector	124	1.00	1.00	1.00
Senior Permit Clerk	118	1.00	1.00	1.00
Permit Clerk	116	1.00	1.00	1.00
<b>Total Building</b>		<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>Total Community Development</b>		<b>7.40</b>	<b>7.65</b>	<b>7.15</b>

NOTE: Community Development Director is 35% funded in Fund 067 - CRA

SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>City Attorney</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Operating Expenses</b>						
1018-514.31-10	Legal Services	\$ 87,152	\$ 98,870	\$ 101,550	\$ 101,550	\$ 104,600
1018-514.31-20	Other Legal	-	10,011	10,300	10,300	10,300
1018-514.40-01	Employee Travel	-	-	-	750	750
1018-514.46-90	Special Services	3,149	-	-	-	-
1018-514.54-10	Publications	1,010	1,863	1,250	1,250	1,500
1018-514.54-30	Educational Costs	-	-	250	350	350
Total Operating Expenses		91,311	110,744	113,350	114,200	117,500
<b>Total City Attorney</b>		<b>\$ 91,311</b>	<b>\$ 110,744</b>	<b>\$ 113,350</b>	<b>\$ 114,200</b>	<b>\$ 117,500</b>

SAFETY HARBOR, FLORIDA



## SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>General Government</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1020-519.24-00	Workers Compensation Ins.	\$ 53,080	\$ 28,885	\$ 26,800	\$ 23,796	\$ 29,080
1020-519.25-00	Unemployment Contribution	10,239	11,810	8,000	24,750	14,300
	Benefits Sub-Total	63,319	40,695	34,800	48,546	43,380
	Total Personnel Services	63,319	40,695	34,800	48,546	43,380
<b>Operating Expenses</b>						
1020-519.32-10	Auditing And Accounting	29,512	20,350	22,390	22,390	19,850
1020-519.34-90	Other Fees & Contracts	6,363	8,464	17,369	10,000	10,950
1020-519.41-00	Communications Services	2,364	3,373	6,360	6,320	5,720
1020-519.42-10	Postage	25,692	21,894	31,441	26,020	26,020
1020-519.43-00	Utility Services	26,896	24,342	29,940	26,640	35,840
1020-519.45-00	General Liability Ins	46,046	54,514	63,020	60,020	59,110
1020-519.46-01	Building & Grounds Maint	8,540	9,841	13,030	11,530	13,780
1020-519.46-40	Maintenance Contracts	54,401	34,637	44,360	40,940	41,470
1020-519.47-01	Printing & Binding	10,754	7,689	9,100	9,100	9,100
1020-519.49-20	Advertising - Other	-	-	500	500	500
1020-519.49-30	Other Current Charges	43,925	7,820	13,917	7,300	5,810
1020-519.49-50	Bad Debt Expense	-	64,824	-	-	-
1020-519.51-10	Office Supplies-General	8,791	8,439	8,000	8,000	8,000
1020-519.51-11	Non-Capital Office Equip.	357	-	500	500	500
1020-519.52-40	Builders Supplies	-	144	250	250	250
1020-519.52-41	Housekeeping Supplies	1,767	1,350	1,350	1,350	1,350
1020-519.52-90	Special Supplies	399	75	500	500	500
1020-519.54-01	Subscriptions	176	192	200	230	200
1020-519.54-10	Publications	-	-	-	150	-
1020-519.54-20	Memberships & Dues	85	-	-	-	-
	Total Operating Expenses	266,068	267,948	262,227	231,740	238,950
	<b>Total General Government</b>	<b>\$ 329,387</b>	<b>\$ 308,643</b>	<b>\$ 297,027</b>	<b>\$ 280,286</b>	<b>\$ 282,330</b>

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Law Enforcement</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12	
<b>Operating Expenses</b>						
1021-521.34-30	Sheriff's Contract	\$ 1,334,067	\$ 1,228,589	\$ 1,258,550	\$ 1,258,543	\$ 1,264,940
1021-521.49-30	Other Current Charges	433	180	-	-	-
	<b>Total Operating Expenses</b>	<b>1,334,500</b>	<b>1,228,769</b>	<b>1,258,550</b>	<b>1,258,543</b>	<b>1,264,940</b>
	<b>Total Law Enforcement</b>	<b>\$ 1,334,500</b>	<b>\$ 1,228,769</b>	<b>\$ 1,258,550</b>	<b>\$ 1,258,543</b>	<b>\$ 1,264,940</b>



SAFETY HARBOR, FLORIDA



## Fire Department

The Fire Department protects life and property from all hazards through emergency preparedness and response. The department is primarily responsible for directing and coordinating all fire, medical and emergency management functions. These responsibilities involve planning, budgeting, training, mitigating, fire suppression, advance life support emergency medical services, hazardous material response, fire inspections, arson investigations, public education, hurricane preparedness and terrorism response. Services are provided with emphasis on quality, public safety, injury reduction, environmental protection, cost effectiveness and customer service



### Current and Prior Year Accomplishments

The department continues to make significant progress with developing and enhancing services to the community. During FY 2010/2011, the department was giving six months notice for an Insurance Service Organization (ISO) inspection. This comprehensive and thorough inspection rates the department on its ability to protect the community. The process reviews water supply, equipment, staffing, emergency response, fire inspections and training. The final grading will determine the insurance rates for the community. The grading schedule is Class 1 to a Class 10 rating (no fire protection). We are currently rated as a Class 3 department which is average for the most departments in Pinellas County and are waiting for the official notice from ISO of our new score. The department has identified and begun implementing cost savings measures related to energy efficiency at all facilities. We are continuing to meet and exceed all training requirements for all positions as identified by ISO standards.

### Fiscal Year 2012 Goals

The department's professional development program will require further education and training requirements for all positions. The department will continue to focus on physical fitness and wellness for its members as defined in the 5 Year Strategic Plan.

### Long-Term Vision and Future Financial Impact

The Fire Department's mission and vision is to continue to provide the highest level of service to the community. In consideration of the current economic climate and a reduction in shift personnel, staff is continuing to monitor operations to ensure service levels are maintained and address any financial or operational impacts.



**FIRE PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1022**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	38,638	38,638	38,638	38,638
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 3,791,927	\$ 3,540,840	\$ 3,607,460	\$ 3,271,580
Total # of Full time Equivalent Employees	34.50	32.00	31.20	29.50
<b>Prevention</b>				
Complete all fire safety inspections (commercial)	700	700	700	700
Conduct 15 high hazard inspections	15	15	15	15
# Public Education Programs Conducted	90	90	90	90
# Education Program Attendees	850	900	900	900
# Fire Investigations	10	10	10	10
Update prefire plans annually	70	70	126	126
Inspect and test all hydrants within district	683	700	700	700
<b>Emergency Response</b>				
Prevent fire deaths on all fire incidents in district (%)	100	100	100	100
Confine 90% of bldgs fires to area involved on arrival	90	99	100	100
Provide a minimum of ALS to all incidents within city	100	100	100	100
EOC Activations	-	-	1	4
Respond to emergencies within 7 minutes or less	100	100	100	100
<b>Training:</b>				
Avg Inservice Training Hours per Firefighter	150	150	200	200
Training hours for Live Fire Evolutions	90	150	150	150
ISO Training Hours Per FF	120	120	120	120
CPR Classes Conducted	12	12	12	12
# of NFPA 1410 drills conducted	48	36	36	36
<b>Total Emergency Readness Efficiency</b>				
	<b>662</b>	<b>731</b>	<b>782</b>	<b>782</b>
% of ISO Training requirements met	95	95	100	100
% of emergency response criteria met	100	100	100	100
% of company inspections conducted	90	100	100	100
O&M Cost Per Capita	\$ 98.14	\$ 91.64	\$ 93.37	\$ 84.67
O&M Cost per Full Time Equiv. Employee	\$ 109,911	\$ 110,651	\$ 115,624	\$ 110,901
Per Capita per Full Time Equiv. Employee	1,120	1,207	1,238	1,310

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Fire And EMS</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Personnel Services</b>						
1022-522.12-00	Salaries & Wages	\$ 2,201,685	\$ 1,957,389	\$ 1,943,280	\$ 1,930,093	\$ 1,712,760
1022-522.14-00	Overtime-Time & One Half	70,382	70,822	72,500	87,100	85,000
1022-522.15-10	Incentive Pay	30,662	29,692	28,740	28,740	28,740
1022-522.15-50	Longevity Pay	51,000	35,250	-	-	-
	Salaries & Wages Sub-Total	2,353,729	2,093,153	2,044,520	2,045,933	1,826,500
1022-522.21-00	Fica Taxes	172,896	155,698	159,310	154,378	140,810
1022-522.22-00	Retirement	474,779	520,231	552,720	500,575	388,350
1022.522-22-01	Passing Thru State	-	-	-	140,000	140,000
1022-522.23-00	Life & Health Insurance	377,398	398,069	399,210	382,617	370,270
1022-522.24-00	Workers Compensation Ins.	109,326	89,891	83,400	74,032	90,000
1022-522.26-00	OPEB	-	15,180	-	-	-
	Benefits Sub-Total	1,134,399	1,179,069	1,194,640	1,251,602	1,129,430
	Total Personnel Services	3,488,128	3,272,222	3,239,160	3,297,535	2,955,930
<b>Operating Expenses</b>						
1022-522.31-30	Employee Physicals	10,207	12,260	12,500	12,500	13,600
1022-522.32-10	Auditing & Accounting	1,500	1,650	1,820	1,820	1,620
1022-522.34-90	Other Fees & Contracts	7,500	7,500	7,500	7,500	7,500
1022-522.40-01	Employee Travel	-	130	-	220	220
1022-522.41-00	Communication Services	13,373	11,732	13,250	13,000	11,660
1022-522.42-10	Postage	21	31	70	100	70
1022-522.43-00	Utility Services	40,762	39,558	47,310	39,810	29,240
1022-522.44-00	Rental & Leases	5,321	1,075	-	-	-
1022-522.45-00	General Liability Ins.	48,577	56,506	62,120	62,220	61,070
1022-522.46-01	Building & Grounds Maint	7,789	9,091	12,450	10,000	19,260
1022-522.46-10	Outside Vehicle Repairs	67,934	42,120	37,877	45,000	45,000
1022-522.46-20	Equipment Repairs	6,569	5,070	5,100	5,100	5,100
1022-522.46-30	Nextel/Radio Maintenance	404	722	600	600	600
1022-522.46-40	Maintenance Contracts	5,642	4,808	12,890	12,890	12,890
1022-522.49-30	Other Current Charges	1,577	1,389	2,500	3,005	2,500
1022-522.51-10	Office Supplies-General	2,891	2,126	2,000	2,000	2,000
1022-522.51-11	Non-Capital Office Equip	1,483	943	1,000	1,000	4,000
1022-522.52-01	Gas	7,183	6,349	8,000	7,148	8,510

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Fire And EMS</b>	<b>Fund #:</b> <b>001</b>
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Acct #	Account Description	Adjusted			Adopted
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End

**EXPENDITURE DETAIL**

1022-522.52-02	Diesel	20,117	19,426	20,000	24,437	30,160
1022-522.52-03	Oil & Other Lubricants	794	780	1,500	1,500	1,500
1022-522.52-10	Vehicle Parts	1,051	1,904	2,500	2,040	2,500
1022-522.52-20	Equipment Parts	2,918	3,107	3,000	4,000	4,000
1022-522.52-30	Small Tools & Supplies	2,093	1,722	1,800	1,800	1,800
1022-522.52-40	Builders Supplies	-	192	200	200	200
1022-522.52-41	Housekeeping Supplies	3,900	4,105	4,000	4,200	4,200
1022-522.52-70	Special Clothing/Uniforms	15,679	11,268	22,905	18,500	15,700
1022-522.52-80	Tires And Tubes	6,171	6,390	8,000	7,000	7,000
1022-522.52-90	Special Supplies	1,904	1,997	6,200	5,500	2,000
1022-522.52-92	Fire Hose & Supplies	2,444	2,787	3,597	3,000	3,000
1022-522.54-10	Publications	1,151	494	600	1,310	600
1022-522.54-20	Memberships & Dues	1,863	430	2,400	2,400	1,000
1022-522.54-30	Educational Costs	14,981	10,956	10,125	10,125	17,150
Total Operating Expenses		303,799	268,618	313,814	309,925	315,650

**Non-Operating Expenses**

1022-522.94-33	Fleet Maint	23,867	-	-	-	-
Total Non-Operating Expenses		23,867	-	-	-	-

**Internal Services**

1022-590.94-16	Data Processing Fee Reimb	56,176	75,055	73,430	73,430	78,410
Total Internal Services		56,176	75,055	73,430	73,430	78,410

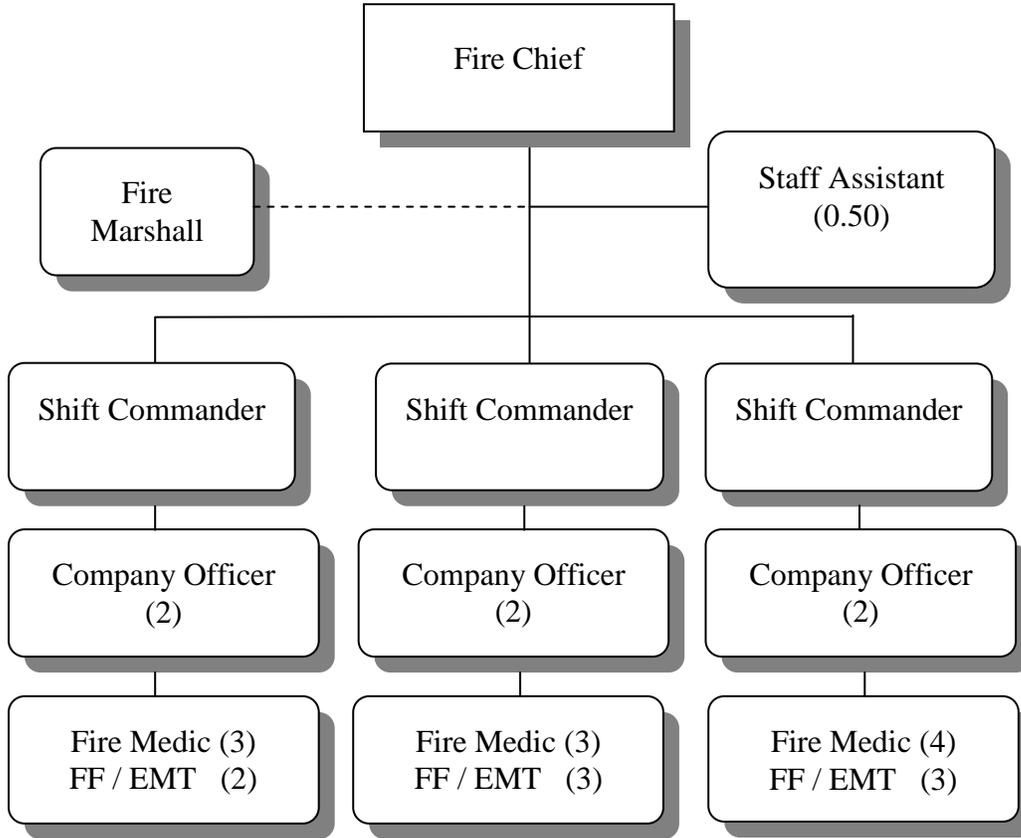
**Total Fire And EMS**

<b>\$ 3,871,970</b>	<b>\$ 3,615,895</b>	<b>\$ 3,626,404</b>	<b>\$ 3,680,890</b>	<b>\$ 3,349,990</b>
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**FUNDING SOURCE**

Program Expenditure Budget	\$ 3,791,927	\$ 3,540,840	\$ 3,552,974	\$ 3,607,460	\$ 3,271,580
Less Revenues Supporting Program:					
312 Other Taxes	-	-	-	140,000	140,000
338 Shared Revenue From Other Local Units	1,104,730	989,972	996,000	1,055,405	1,056,000
Net Unsupported Budget	<b>\$ 2,687,197</b>	<b>\$ 2,550,868</b>	<b>\$ 2,556,974</b>	<b>\$ 2,412,055</b>	<b>\$ 2,075,580</b>
% Of Budget Supported	29.1%	28.0%	28.0%	33.1%	36.6%

**Organizational Chart  
FIRE DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Fire Chief	133	1.00	1.00	1.00
Shift Commander	130	3.00	3.00	3.00
Company Officer	02	6.00	6.00	6.00
Fire Marshall	130	1.00	1.00	1.00
Fire Medic	F3	12.00	11.00	10.00
Fire Fighter EMT	F2	9.00	9.00	8.00
Staff Assistant	116	0.00	0.20	0.50
<b>Total Division</b>		<b>32.00</b>	<b>31.20</b>	<b>29.50</b>

SAFETY HARBOR, FLORIDA



# ENGINEERING DEPARTMENT

The Engineering Department provides technical services for the City including: field surveys, studies and reports, drainage problem solutions, traffic engineering, environmental monitoring, and processing of Right-of-Way and Excavation/Fill permits. The Engineering Department designs, inspects and manages the capital improvement projects when performed in-house and the management of consultant services for capital improvement projects when performed under professional service agreements.

## **Current and Prior Year Accomplishments**

- Managed construction activities performed by Keystone Excavation, Inc., to the extent that the project did not experience time delays or encounter costs exceeding the allotted values in the contract. The contract amount was \$553,177 and the completion date was November 24, 2010.
- Managed the design services for the South Bayshore Water Quality & Drainage Improvements Project, being performed by Cardno TBE Engineers, including plan review, consultation and project meetings. The construction will be completed next year.
- Managed the design services for the 2<sup>nd</sup> Street South Parking Improvements-Phase II, being performed by Cardno TBE Engineers. The design, bidding and construction has been accomplished in accordance with the City standards for streets, utilities and contract documents. The construction will be completed this September.
- Prepared plans and specifications, advertised and received bids, awarded contract and oversaw construction of the FY 2011 Citywide Water & Sewer Improvements project. The work was completed in April 2010 - on time and on budget with no difficulties.

## **Past Accomplishments**

- Philippe Parkway Improvements (December 2009)
- 2nd Street South Parking Improvements - Phase I (November 2009)
- 9th Avenue Beautification – Phase 1 (February 2010)
- Citywide Brick Street, Water & Wastewater, Drainage & Street Resurfacing (September 2009)

## **Fiscal Year 2012 Goals**

- Complete the South Bayshore Project before August 2013, which is the scheduled completion date contained in the SWFWMD grant agreement.
- Complete the Church Street Park Project in cooperation with the Community Development Department and have the park open for business.
- Have all the streets in the downtown core area of the CRA void of useless old extraneous traffic and street signs and have the strips between sidewalks and curbs all bricked with some intermittent landscaping.
- Have the entryway sign and wall completed with landscaping and a row of trees on both sides of Main Street from McMullen-Booth Road to Oak Avenue.

## **Long-Term Vision and Future Financial Impact**

It is the desire of the Engineering Department to help foster an attitude among all departments of the City to develop a mind-set of cooperativeness, fiduciary frugality, reasonable sacrifice and the enlightenment of fiscal reality.

**ENGINEERING PERFORMANCE INDICATORS**  
**FUND: 001 DEPARTMENT: 1025**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 532,374	\$ 566,730	\$ 468,316	\$ 403,510
Total # of Full time Equivalent Employees	6.50	6.55	5.80	4.30
<b>Outputs</b>				
Capital Projects \$	\$ 2,910,916	\$5,031,493	\$5,630,774	\$1,595,000
Number of Capital Projects	33	37	28	30
Number of Right-Of-Way Permits Issued	56	49	37	40
Value of Grants Received	\$ -	\$ 190,526	\$ 2,243,997	\$ -
<b>Efficiency</b>				
Value of constructed improvements per capita	\$ 164.38	\$ 298.00	\$ 333.50	\$ 94.47
CIP dollars managed per employee	\$ 447,833	\$ 768,167	\$ 970,823	\$ 370,930
O&M Cost Per Capita	\$ 30.06	\$ 33.57	\$ 27.74	\$ 23.90
O&M Cost Per Full Time Equiv. Employee	\$ 81,904	\$ 86,524	\$ 80,744	\$ 93,840
Per Capita Per Full Time Equiv. Employee	2,724	2,578	2,911	3,927

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Engineering</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
<b>Personnel Services</b>						
1025-539.12-00	Salaries & Wages	361,507	388,931	346,270	324,388	276,630
1025-539.14-00	Overtime-Time & One Half	372	-	-	-	-
1025-539.15-50	Longevity Pay	5,625	-	-	-	-
	Salaries & Wages Sub-Total	367,504	388,931	346,270	324,388	276,630
1025-539.21-00	Fica Taxes	27,543	28,643	26,490	24,110	21,170
1025-539.22-00	Retirement	30,989	31,789	29,820	27,375	21,560
1025-539.23-00	Life & Health Insurance	70,769	80,541	73,710	64,615	52,300
	Benefits Sub-Total	129,301	140,973	130,020	116,100	95,030
	Total Personnel Services	496,805	529,904	476,290	440,488	371,660
<b>Operating Expenses</b>						
1025-539.31-20	Engineering Services	12,619	8,621	18,000	4,000	10,000
1025-539.34-90	Other Fees And Contracts	-	457	1,000	500	500
1025-539.40-01	Employee Travel	1,015	16	200	200	200
1025-539.41-00	Communication Services	2,890	2,796	2,880	2,870	2,900
1025-539.46-10	Outside Vehicle Repairs	240	-	200	300	300
1025-539.46-20	Equipment Repairs	-	1,181	500	500	500
1025-539.46-30	Radio Maintenance	178	-	300	200	200
1025-539.46-40	Maintenance Contracts	9,155	8,967	9,700	9,700	6,950
1025-539.47-01	Printing	1,832	861	2,500	2,500	2,500
1025-539.47-10	Blueprinting	-	-	1,300	650	400
1025-539.51-10	Office Supplies	478	557	820	650	650
1025-539.51-11	Non-Capital Office Equip	803	6,689	1,638	750	750
1025-539.51-40	Computer Paper & Supplies	1,217	912	1,300	1,000	1,000
1025-539.52-01	Gas	1,499	2,147	2,340	2,708	3,100
1025-539.52-03	Oil & Other Lubricants	-	11	100	50	50
1025-539.52-10	Vehicle Parts	257	122	250	250	300
1025-539.52-30	Small Tools & Supplies	444	134	150	75	75
1025-539.52-70	Special Clothing/Uniforms	-	275	200	75	75
1025-539.52-80	Tires And Tubes	214	-	800	300	750
1025-539.52-90	Special Supplies	47	-	100	50	100

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Engineering</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

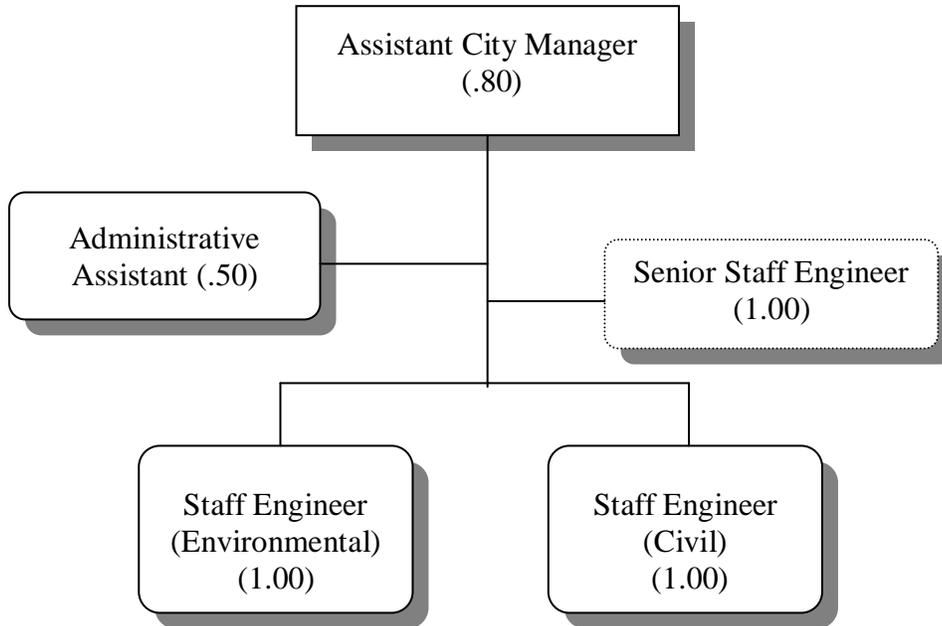
Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
1025-539.54-10	Publications	120	171	150	50	50
1025-539.54-20	Memberships & Dues	-	140	150	200	100
1025-539.54-30	Educational Costs	2,561	2,769	300	250	400
	<b>Total Operating Expenses</b>	<b>35,569</b>	<b>36,826</b>	<b>44,878</b>	<b>27,828</b>	<b>31,850</b>
 <b>Capital Expenses</b>						
1025-539.64.40	Special Equipment			2,981	2,980	-
	<b>Total Capital Expenses</b>	<b>-</b>	<b>-</b>	<b>2,981</b>	<b>2,980</b>	<b>-</b>
	 <b>Total Engineering</b>	 <b>\$ 532,374</b>	 <b>\$ 566,730</b>	 <b>\$ 524,149</b>	 <b>\$ 471,296</b>	 <b>\$ 403,510</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 532,374	\$ 566,730	\$ 521,168	\$ 468,316	\$ 403,510
Less Revenues Generated:					
342 Public Safety Fees	1,300	1,345	1,000	-	-
Net Unsupported Budget	<b>\$ 531,074</b>	<b>\$ 565,385</b>	<b>\$ 520,168</b>	<b>\$ 468,316</b>	<b>\$ 403,510</b>
% Of Budget Supported By Program	0.2%	0.2%	0.2%	0.0%	0.0%

**Organizational Chart**

**ENGINEERING DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Asst. City Manager	135	0.80	0.80	0.80
Engineering/ Planning Tech	119	0.50	0.50	0.00
Senior Staff Engineer	125	0.00	1.00	1.00
Senior Staff Engineer	122	1.00	0.00	0.00
Staff Engineer	122	2.00	2.00	2.00
Construction Inspector	121	1.00	1.00	0.00
Administrative Assistant	119	0.50	0.50	0.50
GIS Coordinator	124	0.75	0.00	0.00
<b>Total Division</b>		<b>6.55</b>	<b>5.80</b>	<b>4.30</b>

## SAFETY HARBOR, FLORIDA



## Public Works Department Street Division

The City of Safety Harbor's Street Division repairs and maintains the City's streets, rights-of-way, sidewalks, ADA (American with Disabilities Act) ramps, underdrains and all traffic signage. Scheduled services such as right-of-way mowing, tree trimming and work order requests generated by resident inquiries are performed.

### **Current and Prior Year Accomplishments**

Three hundred and ten work order requests originating from resident inquiries were completed in the current year. Numerous projects included repairing or replacing driveways, ADA ramps, and curbs and sidewalks using 250 cubic yards of concrete. Major projects included the removal of retaining walls, lowering sidewalk and installing ADA ramps on Green Springs Drive. The installation of ADA ramps and the repair of sidewalk in Kendale subdivision was completed using a total of 65 yards of concrete. The Public Works concrete plant was recalibrated so



that the concrete mix conforms to FDOT required standards. Replacement of all signs that do not meet the size and reflectivity standards is on schedule for the January 2015 deadline set by the Federal Highway Administration. The recycling of dirt accumulated as a result of various City projects performed by City staff or City-hired contractors was accomplished. This process involves the sifting of the material, which separates the debris from the usable soil. The debris is hauled to a dump site and the remaining soil is stockpiled and reused on future projects.



### **Fiscal Year 2012 Goals**

A goal for fiscal year 2012 is to research the new Federal Highway Administration's policy standards to determine if privately owned subdivisions are exempt from the sign retro-reflectivity requirements. Additionally, staff will continue the installation of sidewalks and ADA ramps that are not compliant to FDOT requirements.

### **Long-Term Vision and Future Financial Impact**

The Street Division will continue to provide a reliable level of service that the City's residents have become accustomed to and at the same time maintaining the City's traditions and small town atmosphere.

**STREET PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1031**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 907,860	\$ 914,681	\$ 846,939	\$ 777,480
Total # of Full time Equivalent Employees	13.20	13.20	12.20	10.30
<b>Outputs</b>				
Curb Miles of Street Swept Per Year	918	918	938	938
Cubic Yds of Curb/Gutter/Sidewalks/Replaced	300	318	350	325
Tons of Asphalt Pot Hole Repairs	36	18	25	25
# of Service Requests	408	291	310	325
Curb Miles of Street	100	100	100	100
Yards of Debris Removed	688	320	450	450
<b>Efficiency</b>				
Cost Per Curb Mile Swept	\$988.95	\$996.38	\$902.92	\$828.87
# of Curb Miles of Street Swept per FTE	70	70	77	91
O&M Cost Per Capita	\$ 51.27	\$ 54.17	\$ 50.16	\$ 46.05
O&M Cost Per Full Time Equiv. Employee	\$ 68,777	\$ 69,294	\$ 69,421	\$ 75,483
Per Capita Per Full Time Equiv. Employee	1,342	1,279	1,384	1,639
<b>Effectiveness</b>				
# of Service Request Completed	267	246	310	320

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Streets</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1031-541.12-00	Salaries & Wages	\$ 518,197	\$ 526,058	\$ 482,840	\$ 483,073	\$ 410,720
1031-541.12-10	Reg Wages-Temporary Empl	255	-	4,000	2,000	1,500
1031-541.14-00	Overtime-Time & One Half	4,000	2,262	6,000	4,000	4,070
1031-541.15-50	Longevity Pay	21,750	-	-	-	-
	Salaries & Wages Sub-Total	544,202	528,320	492,840	489,073	416,290
1031-541.21-00	Fica Taxes	39,860	38,676	37,400	36,662	31,740
1031-541.22-00	Retirement	48,950	48,163	45,950	45,452	28,020
1031-541.23-00	Life & Health Insurance	141,596	165,302	160,720	149,294	133,560
	Benefits Sub-Total	230,406	252,141	244,070	231,408	193,320
	Total Personnel Services	774,608	780,461	736,910	720,481	609,610
<b>Operating Expenses</b>						
1031-541.34-60	Uniform Rental & Laundry	2,975	2,927	3,300	3,300	3,110
1031-541.34-90	Other Fees & Contracts	6,113	6,420	6,130	2,250	36,000
1031-541.40-01	Employee Travel	102	23	800	200	300
1031-541.41-00	Communication Services	3,891	3,466	3,760	3,870	3,930
1031-541.43-00	Utility Services	11,804	10,669	12,280	10,880	11,750
1031-541.44-00	Rental & Leases	5,200	5,207	5,200	5,200	5,200
1031-541.46-01	Building & Grounds Maint	1,914	485	2,340	2,340	1,370
1031-541.46-10	Outside Vehicle Repairs	1,369	1,695	2,800	2,800	2,800
1031-541.46-20	Equipment Repairs	880	2,279	2,000	2,000	2,000
1031-541.46-30	Nextel/Radio Maintenance	118	235	600	600	600
1031-541.46-40	Maintenance Contracts	13,113	14,370	13,360	13,360	13,630
1031-541.46-90	Special Services	-	1,900	4,000	3,000	4,000
1031-541.49-30	Other Current Charges	424	570	540	540	310
1031-541.51-10	Office Supplies-General	685	622	700	700	700
1031-541.51-11	Non-Capital Office Equip	113	9,379	200	200	200
1031-541.52-01	Gas	7,548	7,088	11,580	6,913	9,030
1031-541.52-02	Diesel	10,367	10,630	10,880	13,005	17,480
1031-541.52-03	Oil & Other Lubricants	1,213	702	1,000	1,000	1,000
1031-541.52-10	Vehicle Parts	7,812	8,266	10,500	8,000	9,000
1031-541.52-20	Equipment Parts	22,261	16,525	10,000	10,000	10,000
1031-541.52-30	Small Tools & Supplies	5,867	4,818	6,200	6,200	6,000

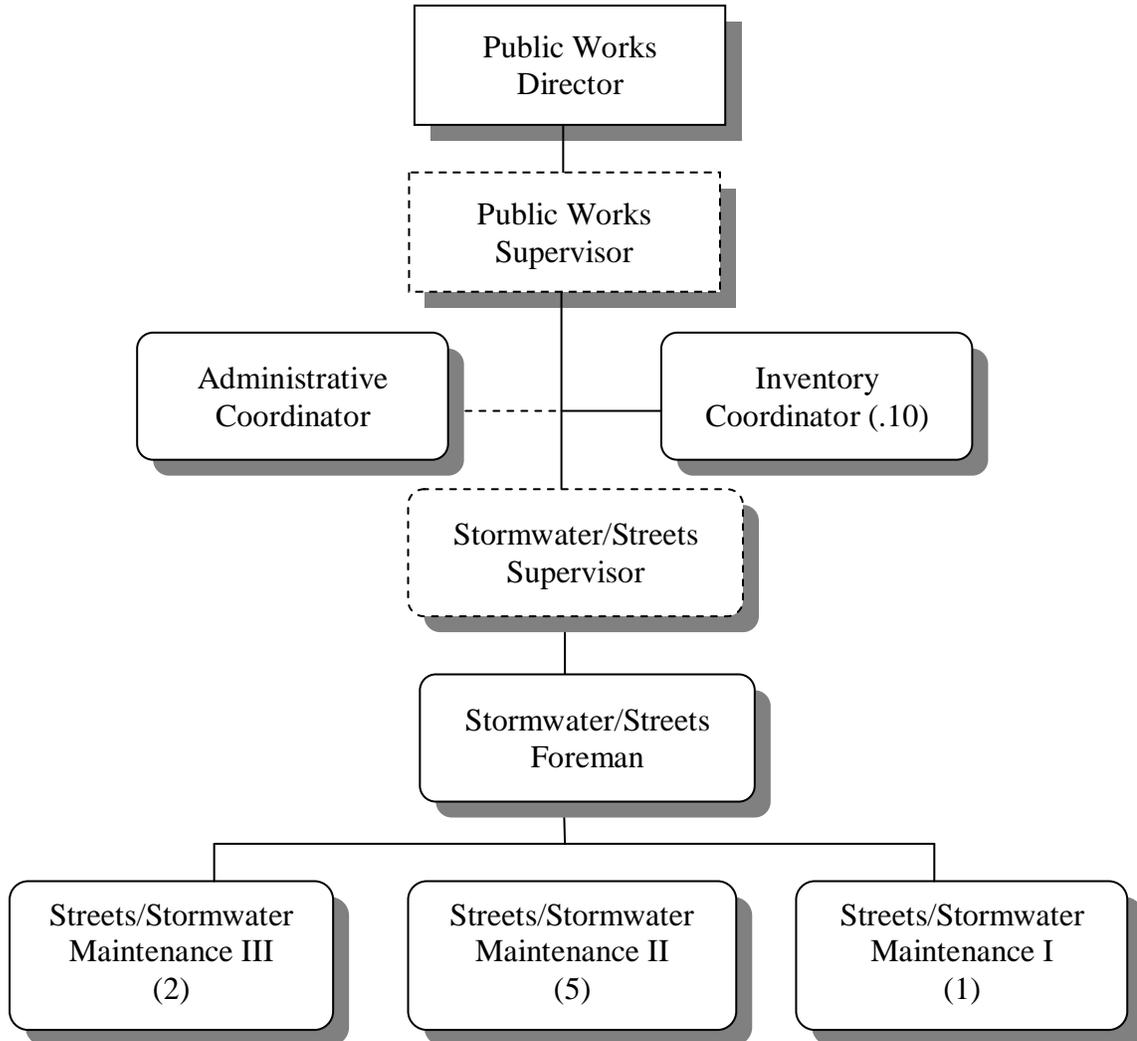
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Streets</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
1031-541.52-41	Housekeeping Supplies	-	13	-	-	-
1031-541.52-50	Chemicals	1,236	1,094	1,300	1,300	1,300
1031-541.52-70	Special Clothing/Uniforms	4,380	3,378	4,380	4,380	4,140
1031-541.52-80	Tires And Tubes	1,843	4,334	4,500	4,500	4,500
1031-541.52-90	Special Supplies	6,494	3,098	3,950	3,950	2,000
1031-541.52-93	Safety Supplies	2,000	2,000	2,000	2,000	2,000
1031-541.53-10	Street Repair	5,316	2,434	5,000	5,000	5,000
1031-541.53-90	Street Signs	6,000	7,000	7,000	6,990	7,000
1031-541.54-20	Memberships	417	265	440	280	280
1031-541.54-30	Educational Costs	1,797	2,328	1,700	1,700	3,240
Total Operating Expenses		133,252	134,220	138,440	126,458	167,870
<b>Total Streets</b>		<b>\$ 907,860</b>	<b>\$ 914,681</b>	<b>\$ 875,350</b>	<b>\$ 846,939</b>	<b>\$ 777,480</b>

**Organizational Chart**  
**STREET DIVISION**  
**PUBLIC WORKS DEPARTMENT**



JOB CLASS/TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Public Works Director	134	0.20	0.20	0.20
Administrative Coordinator	121	1.00	1.00	1.00
Streets/Stormwater Foreman	120	0.00	1.00	1.00
Inventory Coordinator	119	0.00	0.00	0.10
Streets/Stormwater Maintenance III	118	5.00	4.00	2.00
Streets/Stormwater Maintenance II	116	4.00	4.00	5.00
Streets/Stormwater Maintenance I	114	3.00	2.00	1.00
<b>Total Division</b>		<b>13.20</b>	<b>12.20</b>	<b>10.30</b>

SAFETY HARBOR, FLORIDA



## Public Works Department Fleet Maintenance

The primary objective and responsibilities of the Fleet Maintenance Division is to maintain all City vehicles and equipment. The division performs and coordinates necessary repairs, including preventative and corrective maintenance as well as roadside service for all vehicles/equipment. Other maintenance includes small engine repairs for portable power-driven equipment and small and heavy off-road equipment such as lawn and turf equipment. Fleet participates in analyzing the specifications relative to the acquisition of new or replacement vehicles and equipment and the useful life of the equipment.

### **Current and Prior Year Accomplishments**

For the past year fleet maintenance has been in transition. A Fleet Foreman replaces the former supervisor position and acts as a floor mechanic as well. The division is re-establishing procedures for the proper vehicle and equipment servicing. Inventory, organization and stocking of the mezzanine for a parts room, and the updating of vehicle registrations, titles and files have been a major accomplishment this past year. The re-organization includes all tire repairs being done by fleet staff.



### **Fiscal Year 2012 Goals**

Fleet Maintenance is on course with a new service program that will be instituted for the timely and efficient preventative maintenance schedule for all vehicles and equipment. Staff and our operation procedures will continue to stay in compliance with all local, state and federal regulations.



### **Long-Term Vision and Future Financial Impact**

Fleet Maintenance Division's long term plan is to maintain the efficiency, productivity and safety of the equipment. This type of quality of service will minimize vehicle down time and increase the life cycle of all of the City's vehicles and equipment.

**FLEET MAINTENANCE PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1033**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 341,123	\$ 373,411	\$ 271,080	\$ 257,630
Total # of Full time Equivalent Employees	4.05	4.05	4.05	3.15
Total Number of Vehicles/Equipment Maintained	189	189	194	200
<b>Vehicle and Equipment Service</b>				
Number of Preventative Maintenance	130	88	80	151
Number of Work Order Repairs	2,160	1,407	750	780
<b>Efficiency Heavy/Light Vehicles</b>				
Avg. Cost per Repair Including Preventative Maint	\$ 148.96	\$ 249.77	\$ 326.60	\$ 276.72
O&M Cost per Capita	\$ 19.26	\$ 22.12	\$ 16.06	\$ 15.26
O&M Cost per Full Time Equiv. Employee	\$ 84,228	\$ 92,200	\$ 66,933	\$ 81,787
Per Capita per Full Time Equiv. Employee	4,372	4,169	4,169	5,360
<b>Effectiveness</b>				
% of Mechanics Hours Billed to Repairs	80%	85%	90%	95%
% of Preventative MAINT Completed on Schedule	80%	80%	85%	90%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Fleet Maintenance</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1033-519.12-00	Salaries & Wages	\$ 190,932	\$ 239,004	\$ 162,500	\$ 137,362	\$ 137,660
1033-519.14-00	Overtime-Time & One Half	3,347	2,086	6,000	2,410	6,050
1033-519.15-50	Longevity Pay	9,500	-	-	-	-
	Salaries & Wages Sub-Total	203,779	241,090	168,500	139,772	143,710
1033-519.21-00	Fica Taxes	15,030	18,021	12,890	10,547	11,000
1033-519.22-00	Retirement	19,591	16,447	16,390	13,885	10,080
1033-519.23-00	Life & Health Insurance	43,444	47,980	70,230	59,280	40,370
1033-519.26-00	OPEB	-	7,590	-	-	-
	Benefits Sub-Total	78,065	90,038	99,510	83,712	61,450
	<b>Total Personnel Services</b>	<b>281,844</b>	<b>331,128</b>	<b>268,010</b>	<b>223,484</b>	<b>205,160</b>
<b>Operating Expenses</b>						
1033-519.34-60	Uniform Rental & Laundry	1,269	1,133	1,100	1,000	1,000
1033-519.34-90	Other Fees & Contracts	1,473	2,383	3,160	3,160	3,210
1033-519.40-01	Employee Travel	841	466	-	-	830
1033-519.41-00	Communications Services	2,870	2,468	3,020	2,760	2,800
1033-519.43-00	Utility Services	4,936	4,942	5,730	5,030	5,140
1033-519.44-00	Rental And Leases	-	130	150	150	150
1033-519.46-01	Building & Grounds Maint	1,052	794	1,370	1,370	970
1033-519.46-10	Outside Vehicle Repairs	111	-	200	100	200
1033-519.46-20	Equipment Repairs	950	988	1,000	1,000	2,000
1033-519.46-30	Nextel/Radio Maintenance	100	83	250	120	250
1033-519.46-40	Maintenance Contracts	274	281	800	800	690
1033-519.49-30	Other Current Charges	305	313	330	330	230
1033-519.51-10	Office Supplies-General	309	445	500	500	500
1033-519.51-11	Non-Capital Office Equip.	199	237	1,500	300	300
1033-519.52-01	Gas	510	1,595	450	1,945	2,130
1033-519.52-02	Diesel	185	160	340	271	270
1033-519.52-03	Oil & Other Lubricants	(1,105)	740	200	200	200
1033-519.52-10	Vehicle Parts	1,723	1,661	2,500	2,500	2,500

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

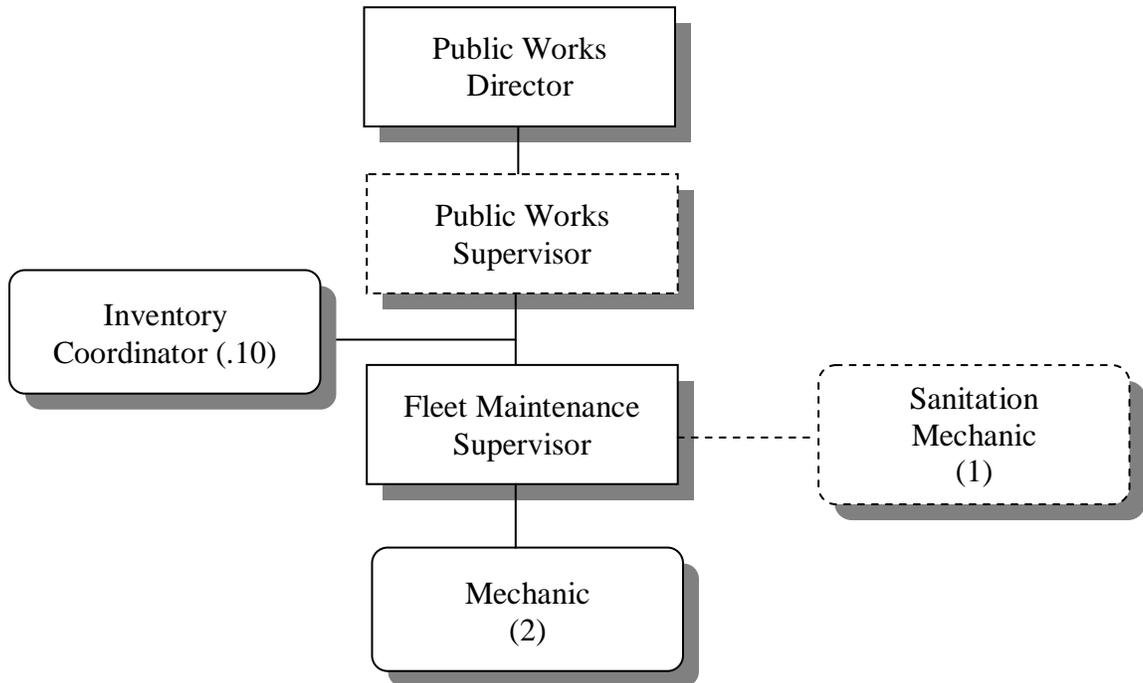
<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Fleet Maintenance</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
1033-519.52-20	Equipment Parts	1,532	1,117	1,500	1,500	1,500
1033-519.52-30	Small Tools & Supplies	11,421	10,807	8,000	7,000	8,000
1033-519.52-40	Builders Supplies	1,809	900	900	900	500
1033-519.52-70	Special Clothing/Uniforms	624	639	1,160	1,160	900
1033-519.52-90	Special Supplies	26,934	8,677	14,541	14,500	14,500
1033-519.52-93	Safety Supplies	355	403	500	500	500
1033-519.54-10	Publications	-	500	500	500	2,300
1033-519.54-20	Memberships & Dues	-	50	150	-	-
1033-519.54-30	Educational Costs	602	371	-	-	900
Total Operating Expenses		59,279	42,283	49,851	47,596	52,470
<b>Total Fleet Maintenance</b>		<b>\$ 341,123</b>	<b>\$ 373,411</b>	<b>\$ 317,861</b>	<b>\$ 271,080</b>	<b>\$ 257,630</b>

**Organizational Chart**

**FLEET MAINTENANCE DIVISION  
 PUBLIC WORKS DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Public Works Director	134	0.05	0.05	0.05
Fleet Maintenance Supervisor	125	1.00	1.00	1.00
Mechanic	119	3.00	3.00	2.00
Inventory Coordinator	119	0.00	0.00	0.10
<b>Total Division</b>		<b>4.05</b>	<b>4.05</b>	<b>3.15</b>

SAFETY HARBOR, FLORIDA



## Leisure Services Department Building Maintenance Division

The Building Maintenance Division is responsible for all interior & exterior maintenance of City building facilities (15+); which include carpentry, electrical, plumbing, roofing, flooring and construction projects. In addition to the maintenance responsibilities, the Division oversees the installation of all holiday/seasonal decorations; provides specialized needs of recreational programs/special events/ qualified groups and contracted services.



### **Current and Prior Year Accomplishments**

The Building Maintenance Division continues to provide top quality service through improved maintenance techniques and procedures. Fiscal year 2010-2011, in addition to completing daily facility work order requests, the following projects were completed: new partitions and plumbing fixtures installed at Daisy Douglas Park and North City Park, City Hall public parking lot renovated, installation of art work at Library, WIFI systems installation at Fire Stations 52 & 53, safety netting installed at Safety Harbor City Park, containment units constructed at Safety Harbor City Park, lighting rod protectors were installed on all baseball field light poles, baseball fields lights re-lamped, artificial turf added at Safety Harbor City Park, renovated outside of City's Post office, installation of security gates on restrooms at Daisy Douglas Park and Marshall Street Park, safety railing installed at Safety Harbor City Park, Museum renovated, support staff for all Special Events; continue to cross train personnel for better department flexibility.

### **Fiscal Year 2012 Goals**

During the fiscal year 2011-2012, the Building Maintenance Division will continue to provide the highest level of service to enhance maintenance productivity through innovative techniques, trends and networking; while staying current with technologies and cost effectiveness.

### **Long-Term Vision and Future Financial Impact**

The Building Maintenance Division's long term mission is to continue to provide the highest level of maintenance service while staying on the forefront of innovativeness, trends, technology and creativity. The division will continue to be an integral part of facility capital improvement projects; both during construction and evolving into the overall maintenance schedule.



**BUILDING MAINTENANCE PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1034**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 347,780	\$ 366,662	\$ 368,310	\$ 374,430
Total # of Full time Equivalent Employees	5.55	5.80	5.80	5.80
<b>Outputs</b>				
Total Square Feet Maintained	186,600	195,850	215,962	215,962
# Maintenance/Repair Work Orders	750	650	500	590
# of Facility Preventative Maintenance Completed	300	400	275	300
# Special Projects/Events Completed	125	130	110	113
<b>Efficiency</b>				
O&M Cost per Square Ft. Maintained	\$ 1.86	\$ 1.87	\$ 1.71	\$ 1.73
Square Ft. Maintained per FTE	33,622	33,767	37,235	37,235
O&M Cost per Capita	\$ 19.64	\$ 21.72	\$ 21.81	\$ 22.18
O&M Cost per Full Time Equiv. Employee	\$ 62,663	\$ 63,218	\$ 63,502	\$ 64,557
Per Capita per Full Time Equiv. Employee	3,191	2,911	2,911	2,911
<b>Effectiveness</b>				
% Work Orders completed within 7 work days	95%	94%	90%	96%
% Preventative Maint. Completed on Schedule	95%	96%	96%	96%
% Quality Checks Meeting Standard	96%	96%	95%	96%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Building Maintenance</b>	<b>Fund #:</b> <b>001</b>
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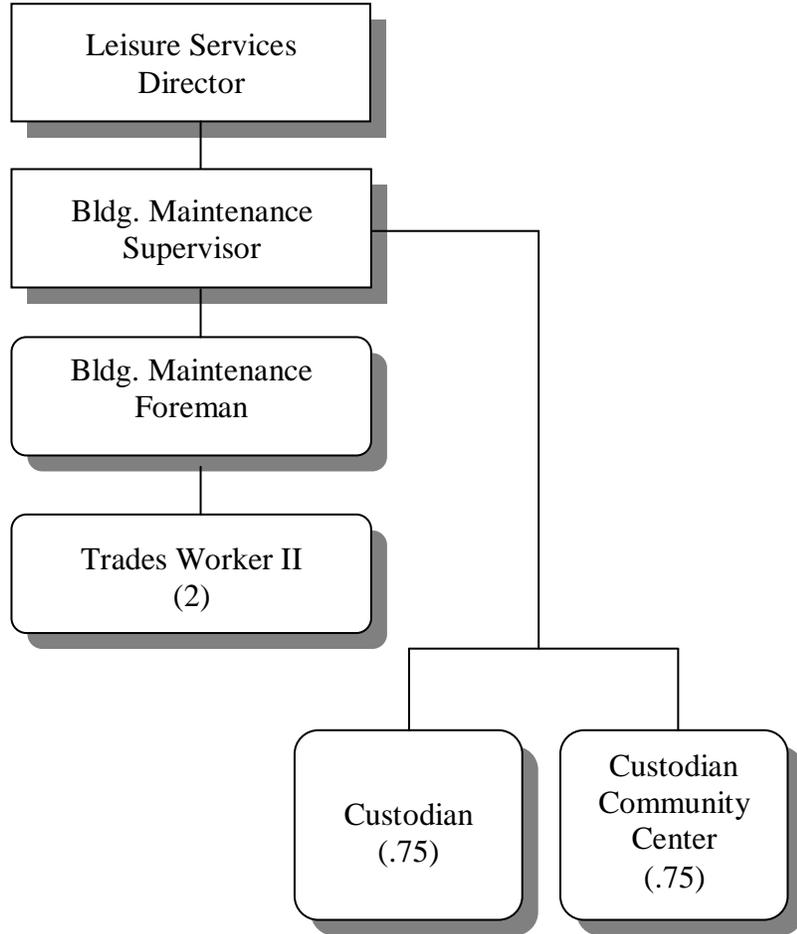
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1034-519.12-00	Salaries & Wages	\$ 232,971	\$ 247,460	\$ 254,430	\$ 247,400	\$ 253,810
1034-519.14-00	Overtime-Time & One Half	3,885	7,785	8,000	8,000	8,110
1034-519.15-50	Longevity Pay	6,400	-	-	-	-
	Salaries & Wages Sub-Total	243,256	255,245	262,430	255,400	261,920
1034-519.21-00	Fica Taxes	18,369	19,267	20,080	19,450	20,040
1034-519.22-00	Retirement	21,582	22,221	20,720	21,482	17,750
1034-519.23-00	Life & Health Insurance	41,373	43,552	43,890	41,584	42,890
	Benefits Sub-Total	81,324	85,040	84,690	82,516	80,680
	Total Personnel Services	324,580	340,285	347,120	337,916	342,600
<b>Operating Expenses</b>						
1034-519.34-60	Uniform Rental & Laundry	-	-	-	-	-
1034-519.34-90	Other Fees & Contracts	827	790	1,300	800	1,000
1034-519.40-01	Employee Travel	-	110	-	-	-
1034-519.41-00	Communications Services	4,488	3,981	4,140	4,290	4,110
1034-519.43-00	Utility Services	1,115	1,776	1,850	2,000	2,000
1034-519.46-01	Building & Grounds Maint	1,587	1,706	2,400	2,000	2,000
1034-519.46-10	Outside Vehicle Repairs	931	100	1,000	500	1,000
1034-519.46-20	Equipment Repairs	42	437	500	500	500
1034-519.46-30	Nextel/Radio Maintenance	257	152	350	350	600
1034-519.49-30	Other Current Charges	539	403	800	800	800
1034-519.51-10	Office Supplies-General	376	258	300	300	300
1034-519.52-01	Gas	2,971	3,660	4,720	4,424	4,910
1034-519.52-02	Diesel	305	541	350	800	940
1034-519.52-03	Oil & Other Lubricants	22	151	200	200	200
1034-519.52-10	Vehicle Parts	741	1,441	750	750	750
1034-519.52-30	Small Tools & Supplies	1,550	2,800	2,800	2,800	2,800
1034-519.52-40	Builders Supplies	1,055	1,485	3,500	3,500	3,500
1034-519.52-41	Housekeeping Supplies	-	967	1,000	1,000	1,000
1034-519.52-70	Special Clothing/Uniforms	2,314	2,619	2,790	2,790	2,790
1034-519.52-80	Tires & Tubes	372	876	800	800	800
1034-519.52-90	Special Supplies	3,708	1,614	1,670	1,670	1,670
1034-519.54-30	Educational Costs	-	510	-	120	160
	Total Operating Expenses	23,200	26,377	31,220	30,394	31,830
	<b>Total Building Maintenance</b>	<b>\$ 347,780</b>	<b>\$ 366,662</b>	<b>\$ 378,340</b>	<b>\$ 368,310</b>	<b>\$ 374,430</b>

**Organizational Chart**

**BUILDING MAINTENANCE DIVISION**

**LEISURE SERVICES DEPARTMENT**



JOB CLASS / TITLE	SALARY RANGE	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Leisure Services Director	133	0.30	0.30	0.30
Building Maintenance Supervisor	125	1.00	1.00	1.00
Building Maintenance Foreman	120	1.00	1.00	1.00
Trades Worker II	116	2.00	2.00	2.00
Custodian	111	0.75	0.75	0.75
Custodian Community Center	111	0.75	0.75	0.75
<b>Total Division</b>		<b>5.80</b>	<b>5.80</b>	<b>5.80</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Main Street</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12
<b>Operating Expenses</b>					
1054-572.34-90	Other Fees And Contracts	24,665	23,257	-	-
1054-572.43-00	Utility Services	40,146	32,635	29,670	39,230
1054-572.46-01	Building & Grounds Maint	85	-	5,000	500
1054-572.49-30	Other Current Charges	159,216	148,519	150,000	145,000
Total Operating Expenses		224,112	204,411	184,670	184,730
<b>Total Main Street</b>		<b>\$ 224,112</b>	<b>\$ 204,411</b>	<b>\$ 184,670</b>	<b>\$ 184,730</b>
				<b>\$ 204,310</b>	

**FUNDING SOURCE**

Program Expenditure Budget	\$ 224,112	\$ 204,411	\$ 184,670	\$ 184,730	\$ 204,310
Less Revenues Supporting Program:					
369 Dbc Events Revenue	176,241	151,223	170,600	147,000	169,000
Net Unsupported Budget	<b>\$ 47,871</b>	<b>\$ 53,188</b>	<b>\$ 14,070</b>	<b>\$ 37,730</b>	<b>\$ 35,310</b>
% Of Budget Supported	78.6%	74.0%	92.4%	79.6%	82.7%

## SAFETY HARBOR, FLORIDA



# LIBRARY

The **mission** of Safety Harbor Public Library is to offer individuals of all ages a center for cultural activity within the community. Safety Harbor Public Library will provide an empowering and caring environment where educational, recreational, cultural and professional needs can be successfully met through materials, programs, services and technologies.

Our **goal** is to provide materials in a variety of formats and viewpoints, programs and information services to enhance the cultural, educational, and informational needs of Safety Harbor and Pinellas County residents of all ages.

The Library has **moved its focus** beyond providing access to learning. Our mission has evolved to include a social and cultural aspect to its focus. The Library sees its role beyond the walls of its beautiful building. While currently reaching out to community groups and organizations, the Library still provides classes for enrichment and education, learning about the newest technologies, or how to search for and find a job. It also continues to provide opportunities for early childhood education and socialization for children and a safe fun place for teens to meet and gather.

## **Current and Prior Year Accomplishments**

The Library saw significant growth in activities and attendance during FY 2009-2010. This was reflected with considerable increases in usage of library materials, program attendance, computer and online resource usage. Library attendance 'soared' to 201,850, the highest in five years.

- Circulation of materials: 287,003 **\*\* highest in 10 yrs**
- Reference Transactions: 20,098
- Virtual Visits to Networked Resources: 166,482
- Number of Computer Users: 65,441
- Volunteer Hours: 6,242
- Received **\$18,040 in grants** from the Pinellas Public Library Cooperative:
  - a. **\$16,200** for preservation of historic Safety Harbor Herald Newspapers
  - b. **\$1,840** for 'Reading Adventure Backpacks'



The Library again partnered with many organizations such as McMullen Booth Elementary to provide Internet Safety training, with Whistle Stop Grill & Bar for an author talk and book signing, and again this summer at Whistle Stop Grill & Bar for the kick-off of our new adult --*Words and Wine* summer book club.

Finally, the Library provided many program / training hours focused on businesses and jobs, for example: Career Workshops- Resume Assistance, Resume Writing, Aim for Jobs, Three Keys to a Successful Job Search, Resources for Starting a Consulting Business, Writer's Workshop and much more.

We continue to provide rotating art displays, POSH plays, historical preservation, technology training, craft classes, and cultural offerings such as the foundation funded 'Arts and Culture' lecture series.

### **Fiscal Year 2012 Goals**

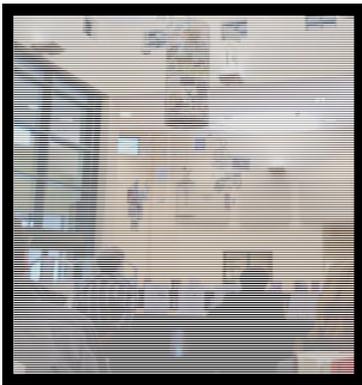
**Information Literacy:** Continue to provide book discussions, computer training, business related information sessions, English for Speakers of Other Languages (ESOL), and Deaf Literacy training and classes.

**Collection:** Continue to select high demand items for the Library's collections: books, DVDs and downloadable books in addition to purchasing reference materials. Introduce new technologies, where appropriate.

**Community:** Continue to build new opportunities for community contribution and participation with the Library. Programs, classes, speakers and tutorials will be offered to enrich the lives of our residents.

### **Long-Term Vision and Future Financial Impact**

With greater demands on fewer resources, the Library will continue to use dollars wisely, budget conservatively, and seek outside resources to help continue to grow the Library's presence within the community. The Library will continue to seek volunteer support for many of its daily tasks and continue to provide volunteer opportunities for Florida's Bright Futures Scholarship Program, AARP Senior Community Service Employment Program, and WorkNet Pinellas.



**Public Art** at the Library  
Funded by the Chrissie Elmore Trust



**Foundation** - Citywide Seuss Event with Syd Entel Galleries

**LIBRARY PERFORMANCE INDICATORS**  
**FUND: 001 DEPARTMENT: 1055**

<b>Jurisdiction Data</b>	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 1,050,364	\$ 986,145	\$ 1,098,770	\$ 1,060,280
Total # of Full time Equivalent Employees	14.70	16.70	17.40	17.90
Total Number of Holdings (All Formats)	98,532	98,532	100,100	100,300
<b>Outputs</b>				
# of Items per Capita	5.56	5.84	5.93	5.94
Circulation	206,030	287,003	272,761	280,000
Turnover (Circ/Item)	2.09	2.91	2.72	2.79
<b>Efficiency</b>				
O&M Cost per Capita	\$ 59.32	\$ 58.41	\$ 65.08	\$ 62.80
O&M Cost per Full Time Equiv. Employee	\$ 71,453	\$ 59,051	\$ 63,148	\$ 59,234
Per Capita per Full Time Equiv. Employee	1,204.63	1,011.02	970.34	943.24
<b>Effectiveness</b>				
Reference Questions	18,862	20,098	22,000	22,300
Reference Questions Per Capita	1.07	1.19	1.30	1.32
Circulation Per Capita	11.63	17.00	16.15	16.58
Total Patron Registration	617,462	676,287	450,000	455,000
# SH Registered Borrowers	14,303	9,641	9,700	9,750
Total Number of Visitors	149,981	201,850	202,000	202,250
Total Program Attendance	5,226	9,178	9,000	9,000
Total Program Attendance Per Capita	0.30	0.54	0.53	0.53
Interlibrary Loans	3,101	1,155	500	450
System Item Loans	69,773	65,452	66,200	66,250
Total # Volunteer Hours	4,829	6,242	6,200	6,200
Total # of Computer Logins	31,925	65,441	60,000	60,300
# of Technology Training Classes	6	60	50	50
# POSH Drama Performances	8	9	4	4

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Library</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Personnel Services</b>						
1055-571.12-00	Salaries & Wages	\$ 580,510	\$ 595,542	\$ 618,130	\$ 649,823	\$ 622,330
1055-571.12-10	Reg Wages-Temporary Empl	3,084	3,365	9,580	9,580	6,580
1055-571.14-00	Overtime-Time & One Half	102	11	600	600	620
1055-571.15-50	Longevity Pay	15,250	-	-	-	-
	Salaries & Wages Sub-Total	598,946	598,918	628,310	660,003	629,530
1055-571.21-00	Fica Taxes	45,509	45,088	48,070	49,866	48,160
1055-571.22-00	Retirement	40,668	41,105	38,050	39,446	32,700
1055-571.23-00	Life & Health Insurance	94,879	105,318	108,210	106,566	94,570
1055-571.24-00	Workers Comp. Insurance	1,451	1,190	1,110	989	1,190
	Benefits Sub-Total	182,507	192,701	195,440	196,867	176,620
	Total Personnel Services	781,453	791,619	823,750	856,870	806,150
<b>Operating Expenses</b>						
1055-571.32-10	Auditing & Accounting	3,600	3,960	4,360	4,360	3,870
1055-571.34-90	Other Fees And Contracts	41,734	9,474	21,090	7,290	12,840
1055-571.40-01	Employee Travel	351	226	200	100	460
1055-571.41-00	Communication Services	16,099	11,428	11,840	11,690	18,380
1055-571.42-10	Postage	1,824	1,619	3,757	2,600	2,600
1055-571.43-00	Utilities	70,909	79,882	87,830	92,730	88,830
1055-571.45-00	Liability Insurance	6,037	6,170	7,140	6,800	6,640
1055-571.46-01	Building & Grounds Maint	7,513	12,835	18,050	17,050	18,050
1055-571.46-20	Equipment Repairs	285	200	500	500	500
1055-571.46-40	Maintenance Contracts	7,757	7,852	20,410	17,860	16,910
1055-571.47-01	Printing & Binding	238	269	500	200	400
1055-571.49-30	Other Current Charges	319	241	850	400	350
1055-571.49-33	Chrissie Elmore Trust	62,483	11,763	21,500	18,800	20,000
1055-571.49-36	Special Program Costs	4,608	6,064	9,900	8,900	9,300
1055-571.51-10	Office Supplies-General	11,747	12,434	15,500	13,000	13,500
1055-571.51-11	Non-Capital Office Equip	17,920	12,765	29,300	21,000	22,880
1055-571.51-40	Computer Supplies	3,391	1,949	3,600	3,000	3,000
1055-571.51-50	Reproduction Supplies	1,021	1,276	1,400	1,400	1,400
1055-571.51-55	Copier Expenses	2,327	2,845	3,000	3,000	3,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Library</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

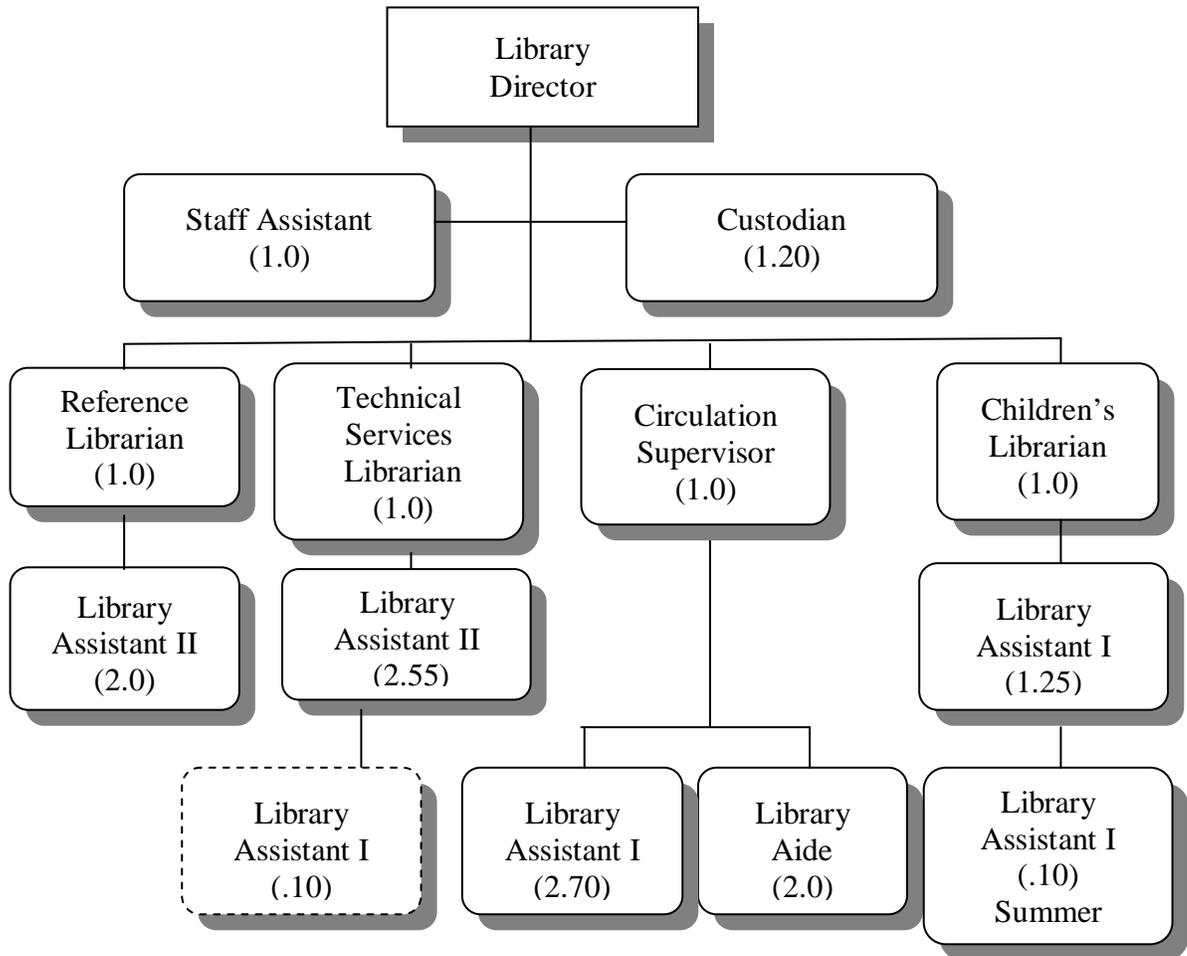
Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
1055-571.52-41	Housekeeping Supplies	3,777	6,445	6,000	6,500	6,500
1055-571.54-01	Subscriptions	4,228	4,218	5,000	4,000	4,000
1055-571.54-10	Publications	28	356	300	300	300
1055-571.54-20	Memberships & Dues	605	255	580	420	420
1055-571.54-30	Educational Costs	110	-	-	-	-
Total Operating Expenses		268,911	194,526	272,607	241,900	254,130
<b>Capital Expenses</b>						
1055-571.64-30	Office Furniture & Equip	1,425	-	-	-	-
1055-571.64-40	Special Equipment	46,835	-	3,990	3,599	-
1055-571.66-01	Books & Publications	69,714	63,861	77,500	76,500	77,500
1055-571.66-05	Audio Visual Supplies	16,800	24,944	26,250	25,200	26,500
Total Capital Expenses		134,774	88,805	107,740	105,299	104,000
<b>Non-Operating Expenses</b>						
1055-571.90-00	Contingency For Expansion	5,771	-	-	-	-
1055-571.94-34	Bldg Maint-Lib Grants	18,999	-	-	-	-
Total Non-Operating Expenses		24,770	-	-	-	-
<b>Internal Services</b>						
1055-590.94-01	Administration Fee Reimb	25,498	-	-	-	-
1055-590.94-16	Data Processing Fee Reimb	213,023	177,144	173,320	173,320	185,070
Total Internal Services		238,521	177,144	173,320	173,320	185,070
<b>Total Library</b>		<b>\$ 1,448,429</b>	<b>\$ 1,252,094</b>	<b>\$ 1,377,417</b>	<b>\$ 1,377,389</b>	<b>\$ 1,349,350</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 1,050,364	\$ 986,145	\$ 1,096,357	\$ 1,098,770	\$ 1,060,280
Less Revenues Generated:					
337 Grants From Other Local Units	274,212	244,582	238,190	237,909	187,130
347 Culture & Recreation	3,980	16,821	11,600	18,430	14,110
349 Other Charges For Services	5,000	3,559	2,500	4,744	11,670
352 Library Fines	18,976	25,233	20,000	21,890	25,000
366 Contributions And Donations From Private Sources	65,266	20,348	22,600	18,850	20,050
Net Unsupported Budget	<b>\$ 682,930</b>	<b>\$ 675,602</b>	<b>\$ 801,467</b>	<b>\$ 796,947</b>	<b>\$ 802,320</b>
% Of Budget Supported By Program	35.0%	31.5%	26.9%	27.5%	24.3%

**Organizational Chart**

**LIBRARY DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Library Director	132	1.00	1.00	1.00
Librarian	122	3.00	3.00	3.00
Circulation Supervisor	121	1.00	1.00	1.00
Administrative Assistant	116	1.00	1.00	1.00
Librarian (part-time)	122	0.00	0.10	0.00
Library Assistant II (full-time)	114	4.00	4.00	3.00
Library Assistant II (part-time)	114	1.40	1.40	1.55
Library Assistant I (part-time)	112	2.30	2.80	4.15
Library Aide (part-time)	108	2.00	2.00	2.00
Custodian (part-time)	111	1.00	1.10	1.20
<b>Total Division</b>		<b>16.70</b>	<b>17.40</b>	<b>17.90</b>

## Leisure Services Department Recreation and Special Events Division

The Recreation Division is responsible for administering, operating, and maintaining the recreation facilities, program/activity/league/childcare coordination and Citywide special events. In addition to these responsibilities, the Division oversees Marina operations, facility/parks grounds rental, Main Street public relations and liaison with local nonprofit groups/downtown businesses.



**Mission Statement:** “To increase the quality of life through parks, events, recreation and play for residents & visitors.”

### Current and Prior Year Accomplishments

Safety Harbor is living up to its designation as a Playful City USA. FY 2011 brought the City many great things including a new event to celebrate the heritage of Safety Harbor with the “Grapefruit Legacy Festival”. The Special Events Division raised over \$70,000 for various local charities through event venues.

The Recreation Division searched for revenue alternatives that both enhanced efficiency without sacrificing amenities or services that residents have come to know and love. Those efforts produced the following grant opportunities: the National Recreation and Parks Association brought the *WISE KIDS* nutrition program to participants. Over 100 families received a new fishing pole thanks to the *Fish Florida* Grant and the children of the Park Pals program participated in a Reading, Math and Hockey program made possible by the Tampa Bay Lightning. Leisure Services was also awarded a state recognition for our “It Starts in Parks” program - a program that continues to educate our residents on the importance of services offered through Parks & Recreation. A partnership with Safety Harbor Middle School received a grant for a Marshall St. Nature & Educational Trail from Tampa Bay Estuaries. The Kiwanis Club of Safety Harbor donated \$25,000 for enhancements around the concession stand area of Safety Harbor City Park.

Technology & Marketing efforts continue to grow through developments on our webpage, digital flipbook, direct domain names and mini banners to be displayed throughout the community.

The Public Art Committee was adopted by Leisure Services and installed the “RC Project” at the Rigsby Recreation Center. Following the installation, the Rigsby Recreation Center playground and pond were redeveloped.



### Fiscal Year 2012 Goals

During the fiscal year 2012, the Recreation Division will focus on expanding partnerships to local colleges and strengthen existing partnerships. The division will continue to increase marketing efforts and technological advances through online registrations, enews, and marketing tables at events. Public Art will continue to create an awareness of art and culture in the community, while looking to add to the cities collection and free outdoor gallery.

### Long-Term Vision and Future Financial Impact

The Recreation Division’s long-term goal is to continue to provide the highest level of service to meet the needs of the community’s recreational interests while staying in the forefront of innovativeness, trends, technology and creativity. As the City re-develops, the Division will be observant of available properties for additional parklands and recreational facilities, particularly in the City’s northern areas. As these opportunities for development present themselves, the need for additional personnel and services will also increase.



**RECREATION DIVISION PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1056**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 1,236,160	\$ 1,275,825	\$ 1,352,149	\$ 1,429,180
Total # of Full time Equivalent Employees	16.90	15.90	18.95	18.65
Total Recreation Revenues	\$ 565,855	\$ 541,614	\$ 580,929	\$ 557,600
<b>Outputs</b>				
<b>Trips Senior/Teen</b>				
# of Persons Listed in Programs	1,079	1,965	1,588	1,670
# of Programs Offered	49	118	84	89
# of User Hours	8,788	8,971	8,437	8,860
<b>Classes/Programs</b>				
# of Persons Listed in Programs	14,197	22,474	21,254	21,900
# of Programs Offered	472	936	906	935
# of User Hours	16,324	38,069	30,733	31,655
<b>Camps/After-school</b>				
# of Persons Listed in Programs	25,436	16,092	20,503	21,115
# of Programs Offered	130	120	117	120
# of User Hours	119,676	80,993	95,833	98,708
<b>Rentals (Facility &amp; Shelter)</b>				
# of Facility Rentals	1,601	399	395	415
# of Shelter Rentals	278	282	290	305
# of Field Rentals	412	497	582	615
# of Gazebo Rentals	11	11	8	12
<b>Recreation Passes</b>				
# of NR Individual	57	52	48	48
# of NR Family	32	26	29	29
# of Skate Passes	75	59	64	59
<b>Recreation Center Special Events</b>				
# of Persons Listed in Programs	373	723	786	825
# of Programs Offered	25	34	33	35
# of User Hours	769	1,676	1,924	2,020
<b>City Wide Special Events</b>				
# of Co-Sponsored City Wide Events	70	96	82	85
<b>Efficiency</b>				
Avg. Cost per Person Enrolled	\$ 30.09	\$ 30.93	\$ 30.64	\$ 31.40
Avg. Cost per Program Offered	\$ 542.89	\$ 793.92	\$ 880.88	\$ 896.60
Avg. Cost per User Hour	\$ 8.49	\$ 9.84	\$ 9.87	\$ 10.12
O&M Cost per Capita	\$ 69.81	\$ 75.56	\$ 80.08	\$ 84.65
O&M Cost per Full Time Equiv. Employee	\$ 73,146	\$ 80,241	\$ 71,354	\$ 76,632
Per Capita per Full Time Equiv. Employee	1,047.81	1,061.89	890.98	905.31
<b>Effectiveness</b>				
% Recreation Program Cost Recovery	45.8%	42.5%	43.0%	39.0%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Recreation</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1056-572.12-00	Salaries & Wages	\$ 604,706	\$ 620,021	\$ 627,990	\$ 620,133	\$ 631,640
1056-572.12-10	Reg Wages-Temporary Empl	10,486	42,123	68,000	66,340	68,000
1056-572.14-00	Overtime-Time & One Half	3,241	3,933	15,000	8,000	8,100
1056-572.15-50	Longevity Pay	8,450	-	-	-	-
	Salaries & Wages Sub-Total	626,883	666,077	710,990	694,473	707,740
1056-572.21-00	Fica Taxes	50,536	49,718	54,390	52,537	54,150
1056-572.22-00	Retirement	40,505	44,316	45,410	44,717	39,690
1056-572.23-00	Life & Health Insurance	121,335	125,067	134,660	123,472	135,880
	Benefits Sub-Total	212,376	219,101	234,460	220,726	229,720
	Total Personnel Services	839,259	885,178	945,450	915,199	937,460
<b>Operating Expenses</b>						
1056-572.34-90	Other Fees And Contracts	3,001	4,185	4,200	3,800	9,450
1056-572.34-94	Concession Expense	436	55	700	100	300
1056-572.34-95	Misc Special Activities	3,333	8,237	11,880	11,880	14,100
1056-572.34-96	Rigsby	27,122	28,608	38,500	38,500	39,100
1056-572.34-97	Community Center Instruct	46,678	65,625	59,500	59,500	67,100
1056-572.34-98	Athletic Program Expenses	19,306	19,371	22,400	22,400	27,600
1056-572.34-99	Special Project Expenses	1,635	2,320	4,000	4,000	4,000
1056-572.40-01	Employee Travel	1,661	3,645	1,000	1,000	5,030
1056-572.41-00	Communication Services	7,196	7,231	6,620	7,900	7,900
1056-572.42-10	Postage	4,570	4,970	7,000	6,000	6,000
1056-572.43-00	Utility Services	61,936	69,433	70,580	62,990	65,180
1056-572.46-01	Building & Grounds Maint	22,573	19,785	18,330	18,330	25,680
1056-572.46-10	Outside Vehicle Repair	261	483	500	500	500
1056-572.46-20	Equipment Repairs	-	-	200	-	-
1056-572.46-30	Radio Maintenance	59	470	650	650	650
1056-572.46-40	Maintenance Contracts	5,947	4,644	7,190	6,590	5,450
1056-572.47-01	Printing & Binding	18,146	15,759	25,640	25,640	25,640
1056-572.49-30	Other Current Charges	428	152	600	1,100	600
1056-572.49-32	Daycamp Expenses	97,376	62,196	81,350	81,350	87,550
1056-572.49-33	4Th Of July Celebration	22,172	24,985	26,000	26,000	26,000
1056-572.49-36	Special Program Costs	15,012	14,107	16,540	16,540	15,790
1056-572.49-38	Holiday Festivities	6,303	1,908	5,900	5,350	5,400
1056-572.49-39	Special Event Expenses	(2)	-	-	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Recreation</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

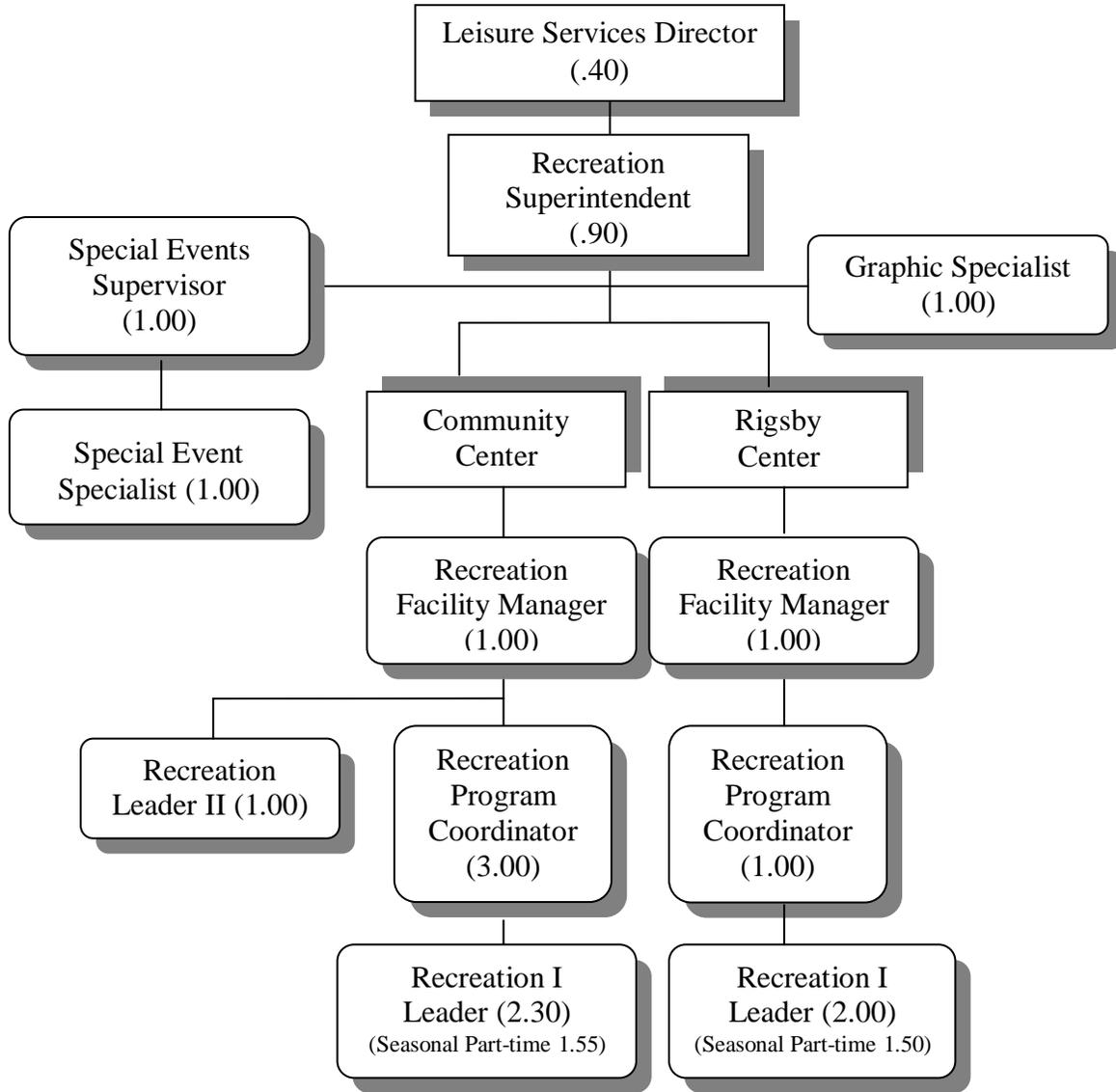
Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
1056-572.51-10	Office Supplies-General	4,629	5,413	6,200	5,450	6,000
1056-572.51-11	Non-Capital Office Equip.	1,885	198	250	250	250
1056-572.52-01	Gas	2,923	1,746	2,700	2,274	2,400
1056-572.52-02	Diesel	-	1,828	2,040	2,726	3,130
1056-572.52-03	Oil & Other Lubricants	151	136	300	300	300
1056-572.52-10	Vehicle Parts	160	434	300	300	300
1056-572.52-30	Small Tools & Supplies	100	49	200	200	200
1056-572.52-40	Builders Supplies	603	647	1,000	900	1,000
1056-572.52-41	Housekeeping Supplies	2,799	3,785	4,000	3,750	3,750
1056-572.52-60	Playground & Athletic Sup	5,103	2,746	4,300	4,300	4,300
1056-572.52-61	Games And Indoor Supplies	3,871	4,763	5,700	5,200	5,200
1056-572.52-70	Special Clothing/Uniforms	3,054	3,127	3,150	3,150	3,150
1056-572.52-80	Tires and Tubes	355	-	2,000	1,250	1,000
1056-572.52-90	Special Supplies	2,543	2,040	2,600	2,600	13,690
1056-572.52-91	Medical Supplies - Ems	8	58	200	200	200
1056-572.54-20	Memberships & Dues	1,620	1,939	2,980	2,980	2,980
1056-572.54-30	Educational Costs	1,948	3,569	1,000	1,000	4,850
Total Operating Expenses		396,901	390,647	448,200	436,950	491,720
<b>Total Recreation</b>		<b>\$ 1,236,160</b>	<b>\$ 1,275,825</b>	<b>\$ 1,393,650</b>	<b>\$ 1,352,149</b>	<b>\$ 1,429,180</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 1,236,160	\$ 1,275,825	\$ 1,393,650	\$ 1,352,149	\$ 1,429,180
Less Revenues Generated:					
347 Culture & Recreation	565,855	541,614	541,300	580,929	557,600
Net Unsupported Budget	<b>\$ 670,305</b>	<b>\$ 734,211</b>	<b>\$ 852,350</b>	<b>\$ 771,220</b>	<b>\$ 871,580</b>
% Of Budget Supported By Program	45.8%	42.5%	38.8%	43.0%	39.0%

**Organizational Chart**

**RECREATION DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Leisure Services Director	133	0.40	0.40	0.40
Recreation Superintendent	128	0.90	0.90	0.90
Recreation Facility Manager	125	2.00	2.00	2.00
Special Events Supervisor	123	1.00	1.00	1.00
Recreation Program Coordinator*	121	4.00	4.00	4.00
Graphics Specialist	116	1.00	1.00	1.00
Recreation Leader II*	116	1.00	1.00	1.00
Special Events Specialist	116	1.00	1.00	1.00
Recreation Leader I (part-time)	112	4.60	4.60	4.30
Seasonal Part-time	105	0.00	3.05	3.05
<b>Total Division</b>		<b>15.90</b>	<b>18.95</b>	<b>18.65</b>

## SAFETY HARBOR, FLORIDA



## Leisure Services Department Parks Division



The Parks Division is responsible for administrating, supervising, operating and maintaining the City's parklands eighty (80) acre system. In addition to the maintenance responsibilities, the Division oversees citywide aesthetic horticultural plantings, specialized needs of recreational programs/special events/qualified groups and contracted services.

### Current and Prior Year Accomplishments

The Parks Division continues to provide top quality service through improved maintenance techniques and procedures. During fiscal year 2010-2011, in addition to the daily maintenance of existing parklands & facility grounds, the following were incorporated into the maintenance schedule by the division: beautification areas of 9th Avenue & 2<sup>nd</sup> Street, Main Streetscape, Safety Harbor City Park improvements of artificial turf, safety netting, re-build of field #5 infield, City Hall public parking lot renovated. The Division celebrated the 24th year as a Tree City USA, continued to cross train personnel for better department flexibility, updated the City's grand tree inventory, incorporated Friendly Landscaping principles in planting areas, and conducted tree give-aways for Bloom n Garden.



### Fiscal Year 2012 Goals

During the fiscal year 2011-2012, the Parks Division will continue to provide the highest level of service to enhance maintenance productivity through innovative techniques, trends and networking; while staying current with technologies and cost effectiveness. Continue in-house training for added Horticultural staff in identifying hazardous trees for City properties and streamlining repetitive task. "Going Green" & "Florida Friendly Landscaping" will continue to serve as a basis for irrigation, recycling and overall conservation of resources throughout the City parkland system.

### Long-Term Vision and Future Financial Impact

The Parks Division's long term mission is to continue to provide the highest level of maintenance service to the community while staying on the forefront of innovativeness, trends, technology and creativity.



**PARKS PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1058**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 680,544	\$ 678,350	\$ 759,517	\$ 767,880
Total # of Full time Equivalent Employees	8.30	8.30	10.55	10.55
<b>Outputs</b>				
# of Acres Maintained	72.47	72.47	73.88	73.89
# of Facilities Maintained	20	21	25	26
# of Parks Maintained	11	12	12	13
# of Playgrounds Maintained	6	7	7	7
<b>Efficiency</b>				
Cost per Acre Maintained	\$ 9,391	\$ 9,360	\$ 10,280	\$ 10,392
# of Acres Maintained per Full Time Equiv. Employee	8.73	8.73	7.00	7.00
O&M Cost per Capita	\$ 38.43	\$ 40.18	\$ 44.98	\$ 45.48
O&M Cost per Full Time Equiv. Employee	\$ 81,993	\$ 81,729	\$ 71,992	\$ 72,785
# Per Capita per Full Time Equiv. Employee	2,133	2,034	1,600	1,600
<b>Effectiveness</b>				
% of Maintenance Completed on Schedule	96%	98%	98%	98%
% of Parks & Facilities in Good Condition	92%	96%	98%	98%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> General	<b>Department:</b> Parks	<b>Fund #:</b> 001
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
1058-572.12-00	Salaries & Wages	\$ 303,383	\$ 310,925	\$ 341,560	\$ 326,202	\$ 334,830
1058-572.12-10	Reg Wages-Temporary Empl	12,163	11,283	15,000	15,000	15,600
1058-572.14-00	Overtime-Time & One Half	3,857	3,720	4,500	4,500	6,100
1058-572.15-50	Longevity Pay	7,525	-	-	-	-
	Salaries & Wages Sub-Total	326,928	325,928	361,060	345,702	356,530
1058-572.21-00	Fica Taxes	24,131	24,065	27,740	26,215	27,280
1058-572.22-00	Retirement	27,453	27,182	27,600	25,330	22,240
1058-572.23-00	Life & Health Insurance	93,260	101,926	104,150	97,214	96,440
	Benefits Sub-Total	144,844	153,173	159,490	148,759	145,960
	Total Personnel Services	471,772	479,101	520,550	494,461	502,490
<b>Operating Expenses</b>						
1058-572.34-60	Uniform Rental & Laundry	334	183	-	-	-
1058-572.34-90	Other Fees And Contracts	30,603	30,640	46,759	45,620	45,620
1058-572.40-01	Employee Travel	317	-	100	100	100
1058-572.41-00	Communication Services	6,822	5,939	6,780	6,660	6,750
1058-572.43-00	Utility Services	93,220	84,043	88,240	101,060	96,350
1058-572.44-00	Rental & Leases	371	-	550	550	550
1058-572.46-01	Building & Grounds Maint	16,208	16,446	28,020	28,020	18,300
1058-572.46-10	Outside Vehicle Repair	350	136	900	900	900
1058-572.46-20	Equipment Repairs	992	1,167	1,500	1,500	1,500
1058-572.46-30	Radio Maintenance	80	190	550	550	800
1058-572.49-30	Other Current Charges	306	278	300	1,000	1,300
1058-572.51-10	Office Supplies-General	115	326	300	450	300
1058-572.52-01	Gas	10,906	11,184	11,160	11,815	14,460
1058-572.52-02	Diesel	287	181	550	191	250
1058-572.52-03	Oil & Other Lubricants	-	193	350	350	350
1058-572.52-10	Vehicle Parts	2,796	2,652	4,500	3,000	3,500
1058-572.52-20	Equipment Parts	4,612	6,497	7,000	7,000	7,000
1058-572.52-30	Small Tools & Supplies	3,022	2,594	4,000	4,000	4,000
1058-572.52-40	Builders Supplies	490	629	1,000	1,000	1,000
1058-572.52-41	Housekeeping Supplies	15,180	14,456	14,500	14,500	14,500
1058-572.52-50	Chemicals	1,941	2,684	4,400	3,500	4,400
1058-572.52-51	Horticultural Supplies	4,263	5,327	15,928	15,000	16,200

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

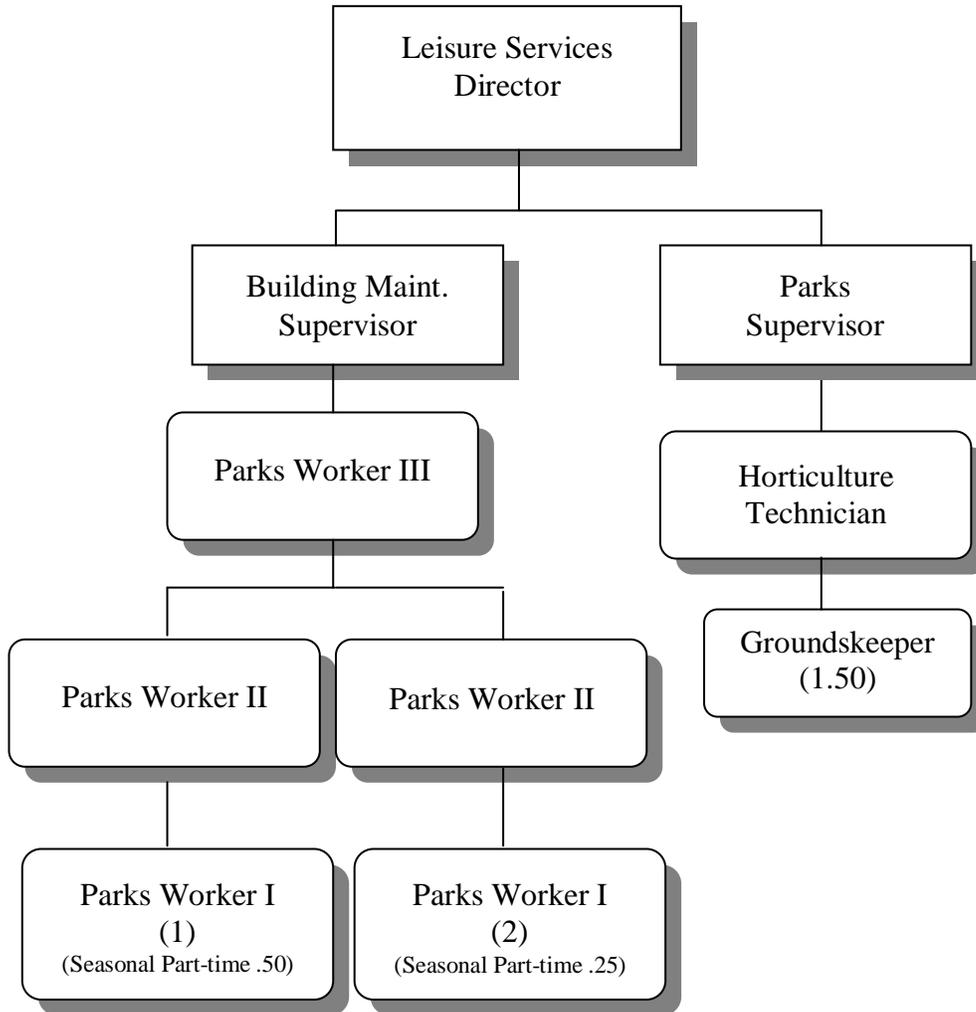
<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Parks</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
1058-572.52-70	Special Clothing/Uniforms	2,938	3,303	5,410	5,410	6,380
1058-572.52-80	Tires And Tubes	548	770	1,200	1,200	1,200
1058-572.52-90	Special Supplies	10,762	8,680	11,800	10,000	17,600
1058-572.52-91	Medical Supplies - Ems	-	-	150	150	150
1058-572.54-20	Memberships & Dues	740	636	730	730	730
1058-572.54-30	Educational Costs	569	115	800	800	1,200
<b>Total Operating Expenses</b>		<b>208,772</b>	<b>199,249</b>	<b>257,477</b>	<b>265,056</b>	<b>265,390</b>
<b>Capital Expenses</b>						
1058-572.64-40	Special Equipment	15,300	-	-	-	-
<b>Total Capital Expenses</b>		<b>15,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Parks</b>		<b>\$ 695,844</b>	<b>\$ 678,350</b>	<b>\$ 778,027</b>	<b>\$ 759,517</b>	<b>\$ 767,880</b>

**Organizational Chart**

**PARKS DIVISION**



JOB CLASS / TITLE	SALARY RANGE	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Leisure Services Director	133	0.30	0.30	0.30
Parks Supervisor	125	1.00	1.00	1.00
Horticulture Technician	118	1.00	1.00	1.00
Parks Worker III	118	1.00	1.00	1.00
Parks Worker II	116	2.00	2.00	2.00
Parks Worker I	114	3.00	3.00	3.00
Groundskeeper	112	0.00	1.50	1.50
Seasonal Part-time	105	0.00	0.75	0.75
<b>Total Division</b>		<b>8.30</b>	<b>10.55</b>	<b>10.55</b>

## SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Non-Operating And Non-Classified</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Internal Services</b>						
1094-590.94-16	Data Processing Fee Reimb	\$ 199,071	\$ 275,194	\$ 269,250	\$ 269,250	\$ 287,510
	Total Internal Services	199,071	275,194	269,250	269,250	287,510
<b>Non-Operating Expenses</b>						
1095-581.91-32	To Capital Project Fd	-	-	-	-	-
1095-581.91-61	To Law Enforcement Trust	2,540	4,500	-	-	-
1095-581.91-62	To Street Light Fund	221,160	-	-	-	-
	Total Non-Operating Expenses	223,700	4,500	-	-	-
<b>Non-Classified</b>						
1099-588.99-01	Fund Reserve	-	-	7,120,050	8,449,446	7,867,280
1099-588.99-04	Cont./Unanticipated Exp.	-	-	300,000	300,000	300,000
	Total Non-Classified	-	-	7,420,050	8,749,446	8,167,280
	Total Non-Operating & Non-Classified	\$ 422,771	\$ 279,694	\$ 7,689,300	\$ 9,018,696	\$ 8,454,790
	<b>Total General Fund</b>	<b>\$ 13,728,857</b>	<b>\$ 13,092,043</b>	<b>\$ 20,667,126</b>	<b>\$ 21,793,080</b>	<b>\$ 20,729,740</b>

## SAFETY HARBOR, FLORIDA



**FUND 032 - CAPITAL PROJECTS**

Acct #	Account Description	Actual	Actual	Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Intergovernmental Revenue</b>						
3000-312.06-00	Local Govt Infrastructure	\$ 1,357,598	\$ 1,277,614	\$ 1,320,000	\$ 1,172,000	\$ 1,172,000
	Total Intergovernmental Revenue	1,357,598	1,277,614	1,320,000	1,172,000	1,172,000
<b>Miscellaneous Revenue</b>						
3000-361.01-00	Investments	133,578	59,880	56,000	40,740	39,680
3000-361.50-00	Market Value Adj	15,618	44,667	-	-	-
	Total Miscellaneous Revenue	149,196	104,547	56,000	40,740	39,680
<b>Miscellaneous Revenue</b>						
3000-369.09-00	Miscellaneous Revenue	10,000	-	-	-	-
3000-381.01-00	Tsfr From General Fund	-	-	-	-	-
3000-381.63-00	Tsfr From Parkland	-	-	-	-	-
	Total Miscellaneous Revenue	10,000	-	-	-	-
3000-389.01-00	Balance Carryforward	-	-	1,788,033	2,095,650	1,660,950
	<b>Total Capital Projects Revenue</b>	<b>\$ 1,516,794</b>	<b>\$ 1,382,161</b>	<b>\$ 3,164,033</b>	<b>\$ 3,308,390</b>	<b>\$ 2,872,630</b>

<b>Fund:</b> <b>Capital Projects</b>	<b>Department:</b>	<b>Fund #:</b> <b>032</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>General Government</b>						
<b>Operating Expenses</b>						
3020-519.49-30	Other Current Charges	\$ -	\$ -	\$ -	\$ -	\$ -
3020-519.59-99	Construction In Progress	-	-	-	-	-
	Total Operating Expenses	-	-	-	-	-
<b>Capital Expenses</b>						
3020-519.63-00	Imprv Other Than Building	8,028	21,260	44,979	92,035	-
3020-519.64-40	Special Equipment	4,509	-	30,000	33,190	40,000
	Total Capital Expenses	12,537	21,260	74,979	125,225	40,000
	<b>Total General Government</b>	<b>12,537</b>	<b>21,260</b>	<b>74,979</b>	<b>125,225</b>	<b>40,000</b>
<b>Fire Control</b>						
<b>Operating Expenses</b>						
3022-522.59-99	Construction In Progress	-	-	-	-	-
	Total Operating Expenses	-	-	-	-	-
<b>Capital Expenses</b>						
3022-522.64-01	Automotive Equipment	-	-	-	-	33,000
3022-522.64-30	Office Furniture & Equip	-	-	-	-	2,000
3022-522.64-40	Special Equipment	13,091	-	137,000	105,000	124,000
	Total Capital Expenses	13,091	-	137,000	105,000	159,000
	<b>Total Fire &amp; EMS</b>	<b>13,091</b>	<b>-</b>	<b>137,000</b>	<b>105,000</b>	<b>159,000</b>
<b>Streets</b>						
<b>Capital Expenses</b>						
3031-541.63-00	Impr Other Than Buildings	675,640	429,939	88,840	88,840	55,000
3031-541.64-01	Automotive Equip	-	-	-	-	50,000
3031-541.64-30	Office Furniture/Equip	-	-	4,600	4,600	-
3031-541.64-40	Special Equipment	79,453	48,566	83,000	80,887	9,840
	Total Capital Expenses	755,093	478,505	176,440	174,327	114,840
	<b>Total Streets</b>	<b>755,093</b>	<b>478,505</b>	<b>176,440</b>	<b>174,327</b>	<b>114,840</b>

<b>Fund:</b> <b>Capital Projects</b>	<b>Department:</b>	<b>Fund #:</b> <b>032</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End Budget 2011-12	
<b>Fleet Maintenance</b>						
<b>Capital Expenses</b>						
3033-519.64-30	Office Furniture/Equip	-	-	2,800	2,800	-
3033-519.64-40	Special Equipment	-	-	-	20,000	72,440
	Total Capital Expenses	-	-	2,800	22,800	72,440
	<b>Total Fleet Maintenance</b>	-	-	<b>2,800</b>	<b>22,800</b>	<b>72,440</b>
<b>Library</b>						
<b>Capital Expenses</b>						
3055-571.63-00	Imprv Other Than Building	2,098,432	-	32,861	32,744	-
3055-571.64-40	Special Equipment	-	-	-	-	4,000
3055-571.69-00	Start Up Costs Lib Expans	346,605	2,676	-	-	-
	Total Capital Expenses	2,445,037	2,676	32,861	32,744	4,000
	<b>Total Library</b>	<b>2,445,037</b>	<b>2,676</b>	<b>32,861</b>	<b>32,744</b>	<b>4,000</b>
<b>Recreation</b>						
<b>Capital Expenses</b>						
3056-572.64-01	Automotive Equipment	-	-	140,000	85,649	-
3056-572.64-30	Office Furniture/Equip	-	-	-	-	12,500
3056-572.64-40	Special Equipment	-	-	-	-	49,000
	Total Capital Expenses	-	-	140,000	85,649	61,500
	<b>Total Recreation</b>	-	-	<b>140,000</b>	<b>85,649</b>	<b>61,500</b>
<b>Parks</b>						
<b>Capital Expenses</b>						
3058-572.63-00	Improv Other Than Bldgs	27,665	16,683	144,783	144,782	-
3058-572.64-01	Automotive Equipment	348	34,297	78,000	67,836	83,000
3058-572.64-30	Office Furniture/Equip	-	-	-	-	4,000
3058-572.64-40	Special Equipment	29,575	-	-	-	35,900
	Total Capital Expenses	57,588	50,980	222,783	212,618	122,900
	<b>Total Parks</b>	<b>57,588</b>	<b>50,980</b>	<b>222,783</b>	<b>212,618</b>	<b>122,900</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>Capital Projects</b>	<b>Department:</b> <b>Non-Operating Expenditures</b>	<b>Fund #:</b> <b>032</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12
<b>Non-Operating Expenses</b>					
3095-581.91-01	To General Fund	300,000	-	-	-
3095-581.91-11	Transfer To Stormwater	500,000	-	-	500,000
3095-581.91-14	Tsfr To Street Improvement	400,000	300,000	300,000	300,000
3095-581.91-23	To Loc Governmental	85,324	71,690	25,190	25,190
3095-581.91-24	To 08 Public Revenue Note	98,690	548,494	548,790	563,890
	<b>Total Non-Operating Expenses</b>	<b>1,384,014</b>	<b>920,184</b>	<b>873,980</b>	<b>889,080</b>
<b>Non-Classified</b>					
3099-588.99-02	Reserved For Future Exp	-	-	1,503,190	1,660,947
	<b>Total Non-Classified</b>	<b>-</b>	<b>-</b>	<b>1,503,190</b>	<b>923,760</b>
	<b>Total Capital Projects</b>	<b>\$ 4,667,360</b>	<b>\$ 1,473,605</b>	<b>\$ 3,164,033</b>	<b>\$ 3,308,390</b>
				<b>\$ 2,872,630</b>	

## DEBT SUMMARY

### ANALYSIS AND SCHEDULES

#### **Overview and Debt Management Policy**

The City of Safety Harbor takes a planned and programmed approach with a view toward funding from internally generated capital and from financing where appropriate. The City's code requires general obligation debt not exceed 75 percent of anticipated taxes. Under Florida law, the use of general obligation debt requires approval at referendum due to the implied or expressed pledge of ad valorem taxes. Currently, the City has no general obligation debt.

#### **General Government Funds**

As of September 30, 2011, the General Governmental Funds have \$4,987,243 in outstanding debt from bank loans, which are collateralized by the City's pledge to covenant to budget and appropriate from legally available non ad valorem sources on an annual basis sufficient to make the debt service payment. The City does not pledge ad valorem taxes or specific non ad valorem sources of revenue to secure borrowings.

- On April 25, 2008, the City issued a **\$5,412,000 Capital Improvement Revenue Note, Series 2008**, at a fixed interest rate of 3.3396% with Regions Bank. The note was issued for the acquisition and construction of certain capital improvements, Library Expansion, of the City. Debt service payments are made semi-annually through October 1, 2020. The loan repayment obligations of the City are payable from and secured by a lien upon and a pledge of non-ad valorem funds budgeted and appropriated for purposes of payment.

#### **Enterprise Funds**

As of September 30, 2011, the Enterprise Funds have \$9,617,023 in outstanding debt, which is secured solely by the revenues from the operation of the water, sewer and sanitation systems.

- On November 15, 2001, the City issued a **\$3,610,000 Revenue Bond, series 2001A**, at a variable rate with the Florida Municipal Loan Council and maturing on November 1, 2021. The bonds were issued to refund series 1993 bonds and fund utility system improvements. Debt service payments are made annually. The loan repayment obligations of the City are payable from and secured by a lien upon and pledge of the net revenues of the City's potable water and wastewater system.

#### **General Government and Enterprise Funds**

- June 21, 2006, the City issued a **\$9,000,000 Capital Improvement Revenue Note, Series 2006**, at a variable rate per annum equal to the one month London Interbank Offered Rate ("LIBOR Rate") plus .23 basis points (.023%) with Bank of America. The line of credit was issued to finance various capital improvements as well as capital improvements for the City's stormwater, water and wastewater system and sanitation. The line of credit converted to a fixed rate of 2.860% on April 1, 2009 with debt service payable annually. The note matures on July 1, 2029. Payment of the loan is from a covenant to budget and appropriate non-ad valorem revenues.

**FUND 020 - WATER & WASTEWATER SINKING FUND - 2001A FLORIDA MUNICIPAL LOAN**

Acct #	Account Description	Actual		Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget	Year End	Budget
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
4000-381.41-00	Tsfr From W&S Revenue Fund	\$ 350,903	\$ 91,250	\$ 188,750	\$ 188,750	\$ -
4000-389.01-00	Balance Carryforward	-	-	25,000	300,710	300,710
	Total Miscellaneous Revenue	350,903	91,250	213,750	489,460	300,710
	<b>Total 2001 Florida Municipal Loan Revenue</b>	<b>\$ 350,903</b>	<b>\$ 91,250</b>	<b>\$ 213,750</b>	<b>\$ 489,460</b>	<b>\$ 300,710</b>
<b>EXPENDITURE DETAIL</b>						
<b>Debt Service</b>						
4070-582.71-01	Principal Payment	\$ 285,000	\$ -	\$ 105,000	\$ 105,000	\$ 110,000
4070-582.72-01	Interest Payment	105,875	91,250	83,750	83,750	78,500
	Total Debt Service	<b>\$ 390,875</b>	<b>\$ 91,250</b>	<b>\$ 188,750</b>	<b>\$ 188,750</b>	<b>\$ 188,500</b>
<b>Non-Classified</b>						
4099-588.99-03	Fund Reserve Designated	-	-	25,000	300,710	112,210
	Total Non-Classified	-	-	25,000	300,710	112,210
	<b>Total 2001 Florida Municipal Loan</b>	<b>\$ 390,875</b>	<b>\$ 91,250</b>	<b>\$ 213,750</b>	<b>\$ 489,460</b>	<b>\$ 300,710</b>

**FUND 021 - 1993 PUBLIC IMPROVEMENT BOND**

Acct #	Account Description	Actual	Actual	Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
2500-361.01-00	Investments	\$ 767	\$ -	\$ -	\$ -	\$ -
2500-381.32-00	Tsfr From Capital Project	-	-	-	-	-
2500-389.01-00	Balance Carryforward	-	-	-	-	-
	Total Miscellaneous Revenue	767	-	-	-	-
	<b>Total 1993 Public Improvement Bond Revenue</b>	<b>\$ 767</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>EXPENDITURE DETAIL</b>						
<b>Non-Operating Expenses</b>						
2095-581.91-01	To Loc Governmental	\$ 93,525	\$ -	\$ -	\$ -	\$ -
	Total Non-Operating Expenses	93,525	-	-	-	-
	<b>Total 1993 Public Improvement Bond</b>	<b>\$ 93,525</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FUND 022 - 2006 CAPITAL IMPROVEMENT REVENUE NOTE**

Acct #	Account Description	Actual			Adjusted	Estimated	Adopted
		2008-09	2009-10	2010-11	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.11-00	Tsfr From Stormwater Fund	\$ -	\$ -	\$ -	\$ -	\$ 95,750	\$ 95,750
2500-381.23-00	From Local Governmental	-	-	-	-	20,860	-
2500-381.41-00	Tsfr From Water & Wastewater Fund	467,082	140,000	7,940	7,940	7,940	423,640
2500-381.44-00	Sanitation Fund	172,038	53,506	990	990	990	52,360
2500-389.01-00	Balance Carryforward	-	-	497,720	535,160	535,160	88,330
	Total Miscellaneous Revenue	639,120	193,506	506,650	660,700	660,700	660,080
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 639,120</b>	<b>\$ 193,506</b>	<b>\$ 506,650</b>	<b>\$ 660,700</b>	<b>\$ 660,700</b>	<b>\$ 660,080</b>
<b>EXPENDITURE DETAIL</b>							
<b>Debt Service</b>							
2570-517.71-11	Stormwater Principal	-	-	-	56,020	56,020	56,020
2570-517.71-41	Water & Wastewater Principal	-	-	249,640	248,020	248,020	255,110
2570-517.71-44	Sanitation Principal	-	-	31,120	30,910	30,910	31,800
2570-517.71-44	Stormwater Interest	-	-	-	39,730	39,730	39,730
2570-517.72-41	Water & Wastewater Interest	114,672	139,997	177,030	175,780	175,780	168,690
2570-517.72-44	Sanitation Interest	16,552	16,069	22,070	21,910	21,910	21,020
	Total Debt Service	131,224	156,066	479,860	572,370	572,370	572,370
<b>Non-Classified</b>							
4099-588.99-03	Fund Reserve Designated	-	-	26,790	88,330	88,330	87,710
	Total Non-Classified	-	-	26,790	88,330	88,330	87,710
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 131,224</b>	<b>\$ 156,066</b>	<b>\$ 506,650</b>	<b>\$ 660,700</b>	<b>\$ 660,700</b>	<b>\$ 660,080</b>

**FUND 023 - 2006 CAPITAL IMPROVEMENT REVENUE NOTE**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
2500-381.11-00	Tsfr From Stormwater	\$ -	\$ -	\$ 95,750	\$ -	\$ -
2500-381.32-00	Tsfr From Capital Project	85,324	71,690	25,190	25,190	25,190
2500-389.01-00	Balance Carryforward	-	-	26,970	26,410	5,550
	Total Miscellaneous Revenue	85,324	71,690	147,910	51,600	30,740
<b>Total 2006 Capital Improvement Rev. Note</b>		<b>\$ 85,324</b>	<b>\$ 71,690</b>	<b>\$ 147,910</b>	<b>\$ 51,600</b>	<b>\$ 30,740</b>

<b>EXPENDITURE DETAIL</b>						
<b>Debt Service</b>						
2570-517.71-01	Governmental	\$ -	\$ 68,344	\$ 70,760	\$ 14,740	\$ 14,740
2570-517.72-01	Interest	8,354	53,906	50,180	10,450	10,450
	Total Debt Service	8,354	122,250	120,940	25,190	25,190
<b>Non-Expendable Disbursement</b>						
2599-581.91-22	To Bank of America	-	-	-	20,860	-
	Total Non-Expendable Disbursement	-	-	-	20,860	-
<b>Non-Classified</b>						
2599-588.99-03	Fund Reserve Designated	-	-	26,970	5,550	5,550
	Total Non-Classified	-	-	26,970	5,550	5,550
<b>Total 2006 Capital Improvement Rev. Note</b>		<b>\$ 8,354</b>	<b>\$ 122,250</b>	<b>\$ 147,910</b>	<b>\$ 51,600</b>	<b>\$ 30,740</b>

**FUND 024 - 2008 CAPITAL IMPROVEMENT REVENUE NOTE**

Acct #	Account Description	Actual	Actual	Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
2500-381.32-00	Tsfr From Capital Project	\$ 98,690	\$ 548,494	\$ 548,790	\$ 563,890	\$ 549,000
2500-389.01-00	Balance Carryforward	-	-	33,100	33,100	45,940
	Total Miscellaneous Revenue	98,690	548,494	581,890	596,990	594,940
<b>Total 2008 Capital Improvement Revenue Note</b>		<b>\$ 98,690</b>	<b>\$ 548,494</b>	<b>\$ 581,890</b>	<b>\$ 596,990</b>	<b>\$ 594,940</b>
<b>EXPENDITURE DETAIL</b>						
<b>Debt Service</b>						
2570-582.71-01	Principal Payment	-	374,000	387,000	387,000	387,000
2570-582.72-01	Interest Payment	91,374	176,935	161,790	164,052	161,790
	Total Debt Service	91,374	550,935	548,790	551,052	548,790
<b>Non-Classified</b>						
2599-588.99-03	Fund Reserve Designated	-	-	33,100	45,938	46,150
	Total Non-Classified	-	-	33,100	45,938	46,150
<b>Total 2008 Capital Improvement Revenue Note</b>		<b>\$ 91,374</b>	<b>\$ 550,935</b>	<b>\$ 581,890</b>	<b>\$ 596,990</b>	<b>\$ 594,940</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**Summary of Bonds Outstanding**

	<u>Governmental Activities</u>			<u>Business - Type Activities</u>				
	<u>Library Expansion</u>	<u>Capital Improvements</u>	<u>Total</u>	<u>Stormwater Capital Improvements</u>	<u>Water &amp; Wastewater Capital Improvements</u>	<u>Solid Waste Capital Improvements</u>	<u>Refunding &amp; Utility System Improvements</u>	<u>Total</u>
Issue Date	2008	2006		2006	2006	2006	2001	
Retirement Date	2020	2029		2029	2029	2029	2021	
Debt at Issuance	\$ 5,412,000	\$ 385,198	\$ 5,797,198	\$ 1,425,296	\$ 6,393,426	\$ 796,080	\$ 3,610,000	\$ 12,224,802
Outstanding Principal	\$ 4,639,000	\$ 348,243	\$ 4,987,243	\$ 1,323,608	\$ 5,898,296	\$ 735,119	\$ 1,555,000	\$ 9,512,023
Interest Rate	3.340%	2.860%		2.860%	2.860%	2.860%	Variable	
<u>Annual Debt Service</u>								
2012	\$ 547,662	\$ 25,022	\$ 572,684	\$ 95,102	\$ 423,797	\$ 52,819	\$ 188,500	\$ 760,218
2013	548,104	25,022	573,126	95,102	423,797	52,819	188,000	759,718
2014	548,078	25,022	573,100	95,102	423,797	52,819	187,250	758,968
2015	547,584	25,022	572,606	95,102	423,797	52,819	185,950	757,668
2016	546,622	25,022	571,644	95,102	423,797	52,819	184,388	756,106
Thereafter	2,731,567	325,280	3,056,847	1,236,331	5,509,368	686,645	1,125,014	8,557,358
	<u>\$ 5,469,617</u>	<u>\$ 450,390</u>	<u>\$ 5,920,007</u>	<u>\$ 1,711,841</u>	<u>\$ 7,628,353</u>	<u>\$ 950,740</u>	<u>\$ 2,059,102</u>	<u>\$ 12,350,036</u>

City of Safety Harbor  
\$3,610,000

**Revenue Bonds, Series 2001A**  
**Florida Municipal Loan Council**

Purpose: Refunding and Utility System Improvements  
Variable Interest Rate

<u>Date</u>	<u>Outstanding Principal</u>	<u>Principal Payment</u>	<u>Interest Payment</u>	<u>Total Payment</u>
11/1/2011	\$ 1,555,000	\$ 110,000	\$ 78,500	\$ 188,500
11/1/2012	1,445,000	115,000	73,000	188,000
11/1/2013	1,330,000	120,000	67,250	187,250
11/1/2014	1,210,000	125,000	60,950	185,950
11/1/2015	1,085,000	130,000	54,388	184,388
11/1/2016	955,000	140,000	47,563	187,563
11/1/2017	815,000	145,000	40,213	185,213
11/1/2018	670,000	155,000	32,600	187,600
11/1/2019	515,000	165,000	24,463	189,463
11/1/2020	350,000	170,000	16,625	186,625
11/1/2021	180,000	180,000	8,550	188,550
		<u>\$ 1,555,000</u>	<u>\$ 504,102</u>	<u>\$ 2,059,102</u>

City of Safety Harbor  
\$9,000,000

**Capital Improvement Revenue Note, Series 2006**

Purpose: Capital Improvements

Fixed Interest Rate = 2.860%

<u>Payment Date</u>	<u>Outstanding Principal</u>	<u>Principal Payment</u>	<u>Interest Payment</u>	<u>Annual Debt Service</u>
7/1/2012	\$ 8,305,266	\$ 359,210	\$ 237,530	596,740
7/1/2013	7,946,056	369,483	227,257	596,740
7/1/2014	7,576,573	380,050	216,690	596,740
7/1/2015	7,196,523	390,920	205,820	596,740
7/1/2016	6,805,603	402,100	194,640	596,740
7/1/2017	6,403,503	413,600	183,140	596,740
7/1/2018	5,989,903	425,429	171,311	596,740
7/1/2019	5,564,474	437,596	159,144	596,740
7/1/2020	5,126,878	450,112	146,629	596,741
7/1/2021	4,676,766	462,985	133,756	596,741
7/1/2022	4,213,781	476,226	120,514	596,740
7/1/2023	3,737,555	489,846	106,895	596,741
7/1/2024	3,247,709	503,856	92,885	596,741
7/1/2025	2,743,853	518,266	78,474	596,740
7/1/2026	2,225,587	533,088	63,652	596,740
7/1/2027	1,692,499	548,335	48,405	596,740
7/1/2028	1,144,164	564,017	32,723	596,740
7/1/2029	580,147	580,148	16,592	596,740
		<u>\$ 8,305,267</u>	<u>\$ 2,436,057</u>	<u>\$ 10,741,324</u>

City of Safety Harbor  
\$5,412,000

**Capital Improvement Revenue Note, Series 2008**

Purpose: Library Expansion

Fixed Interest Rate = 3.3396%

<u>Payment Date</u>	<u>Outstanding Principal</u>	<u>Principal Payment</u>	<u>Interest Payment</u>	<u>Annual Debt Service</u>
10/1/2011	\$ 4,639,000	\$ 399,000	\$ 77,662	\$ 547,662
4/1/2012			71,000	
10/1/2012	4,226,000	413,000	71,000	548,104
4/1/2013			64,104	
10/1/2013	3,799,000	427,000	64,104	548,078
4/1/2014			56,974	
10/1/2014	3,358,000	441,000	56,974	547,584
04/01/15			49,610	
10/1/2015	2,903,000	455,000	49,610	546,622
4/1/2016			42,012	
10/1/2016	2,432,000	471,000	42,012	547,159
4/1/2017			34,147	
10/1/2017	1,946,000	486,000	34,147	546,179
4/1/2018			26,032	
10/1/2018	1,443,000	503,000	26,032	546,665
4/1/2019			17,633	
10/1/2019	924,000	519,000	17,633	545,600
4/1/2020			8,967	
10/1/2020	387,000	537,000	8,964	545,964
		<u>\$ 4,651,000</u>	<u>\$ 818,617</u>	<u>\$ 5,469,617</u>

## SAFETY HARBOR, FLORIDA



**FUND 012 - PUBLIC SAFETY**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12	
<b>REVENUE DETAIL</b>						
<b>Permits, Fees &amp; Special Assessments</b>						
2000-324.01-10	Residential	\$ -	\$ -	\$ -	\$ 700	\$ 1,050
	Total Permits, Fees & Special Assessments	-	-	-	700	1,050
<b>Miscellaneous Revenue</b>						
2000-361.01-00	Investments	2,535	2,631	2,300	1,630	1,590
2000-361.50-00	Market Value Adj	522	2,026	-	-	-
	Total Miscellaneous Revenue	3,057	4,657	2,300	1,630	1,590
<b>Miscellaneous Revenue</b>						
2000-363.22-00	Public Serv/Bldg Constr	1,525	1,083	-	-	-
2000-389.01-00	Balance Carryforward	-	-	66,400	69,820	72,150
	Total Miscellaneous Revenue	1,525	1,083	66,400	69,820	72,150
	<b>Total Public Safety Revenue</b>	<b>\$ 4,582</b>	<b>\$ 5,740</b>	<b>\$ 68,700</b>	<b>\$ 72,150</b>	<b>\$ 74,790</b>

**EXPENDITURE DETAIL**

<b>Operating Expenses</b>						
2022-522.51-11	Non-Capital Office Equip	\$ 24	\$ -	\$ -	\$ -	\$ -
	Total Operating Expenses	24	-	-	-	-
<b>Capital Expenses</b>						
2022-522.64-40	Special Equipment	10,009	-	-	-	-
	Total Capital Expenses	10,009	-	-	-	-
<b>Non-Expendable Disbursement</b>						
2099-588.99-01	Fund Reserves	-	-	-	-	-
2099-588.99-02	Reserved For Future Exp	-	-	68,700	72,150	74,790
	Total Non-Expendable Disbursement	-	-	68,700	72,150	74,790
	<b>Total Public Safety</b>	<b>\$ 10,033</b>	<b>\$ -</b>	<b>\$ 68,700</b>	<b>\$ 72,150</b>	<b>\$ 74,790</b>

**FUND 014 - STREET IMPROVEMENT**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Budget 2011-12	
<b>REVENUE DETAIL</b>						
<b>Intergovernmental Revenue</b>						
2000-338.01-00	Local Option Gas Tax	229,990	228,963	215,000	217,160	217,000
	Total Intergovernmental Revenue	229,990	228,963	215,000	217,160	217,000
<b>Miscellaneous Revenue</b>						
2000-361.01-00	Investments	8,153	9,340	12,000	6,520	6,350
2000-361.50-00	Market Value Adj	2,142	5,096	-	-	-
	Total Miscellaneous Revenue	10,295	14,436	12,000	6,520	6,350
<b>Miscellaneous Revenue</b>						
2000-381.32-00	Tsfr From Capital Project	400,000	300,000	300,000	300,000	300,000
2000-381.64-00	Tsfr From Transp Impact Fd	75,000	-	-	-	-
2000-381.74-00	Tsfr From Street Asses.	5,000	-	-	-	-
2000-389.01-00	Balance Carryforward	-	-	281,980	320,250	396,700
	Total Miscellaneous Revenue	480,000	300,000	581,980	620,250	696,700
	<b>Total Street Improvement Revenue</b>	<b>\$ 720,285</b>	<b>\$ 543,399</b>	<b>\$ 808,980</b>	<b>\$ 843,930</b>	<b>\$ 920,050</b>
<b>EXPENDITURE DETAIL</b>						
<b>Operating Expenses</b>						
2031-541.34-70	Street Resurfacing	\$ 625,120	\$ 451,795	\$ 247,880	\$ 247,880	\$ 400,000
2031-541.49-30	Other Current Charges	23,972	21,550	19,850	19,850	20,240
2031-541.52-90	Special Supplies	12,455	11,743	12,500	12,500	12,500
	Total Operating Expenses	661,547	485,088	280,230	280,230	432,740
<b>Capital Expenses</b>						
2031-541.63-00	Impr Other Than Buildings	158,348	66,428	218,700	167,000	149,900
	Total Capital Expenses	158,348	66,428	218,700	167,000	149,900
<b>Non-Expendable Disbursement</b>						
2099-588.99-01	Fund Reserves	-	-	310,050	396,700	337,410
	Total Non-Expendable Disbursement	-	-	310,050	396,700	337,410
	<b>Total Street Improvement Fund</b>	<b>\$ 819,895</b>	<b>\$ 551,516</b>	<b>\$ 808,980</b>	<b>\$ 843,930</b>	<b>\$ 920,050</b>

SAFETY HARBOR, FLORIDA



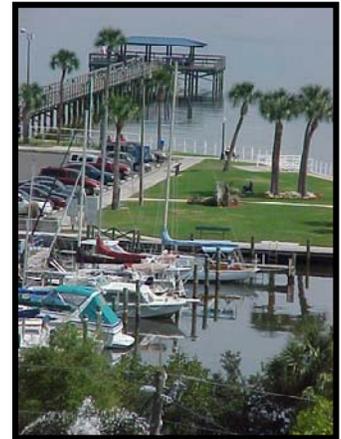
## Leisure Services Department Marina Division



The Marina Division (a subsidiary of Recreation) is responsible for administrating, supervising, operating and maintaining the marina boat basin wet slips. In addition to these responsibilities, the division oversees transient dockage, basin capital improvement projects and emergency preparedness/operations.

### Current and Prior Year Accomplishments

The Marina Division continues to be a popular amenity of the community with 100+ boat owners on the wet slip waiting list. Visitors flock to this landmark to take in a sunset or catch the Manatees playing near the Pier. Strong partnerships continue with the Safety Harbor Boat Club, Florida Fish & Wildlife Commission and Pinellas County Blue Ways to increase awareness of boat safety. The Safety Harbor Marina continues to possess a Clean Marina certification with the Department of Environmental Protection. The continuation of the kayak/canoe rental concession has offered the community a unique recreational opportunity to access the Upper Tampa Bay waters; as well as, generating a new source of revenue.



### Fiscal Year 2012 Goals

The Division will continue to provide high quality events that attract residents and visitors to the waterfront and business in the downtown district, including researching grant opportunities to expand public awareness and access to the Marina and investigating amenities expansion opportunities to offer additional commercial concessionaires and additional restrooms for the Marina/event visitors.

### Long-Term Vision and Future Financial Impact

The Marina Division's long term mission is to continue to provide the highest level of service for the community's interests while staying on the forefront of innovativeness, trends, technology and creativity.



**MARINA BOAT BASIN PERFORMANCE INDICATORS**  
**FUND: 015 DEPARTMENT: 2057**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 11,440	\$ 11,505	\$ 13,193	\$ 13,700
Total # of Full time Equivalent Employees	0.10	0.10	0.10	0.10
Total Marina Slip Revenue	\$ 50,769	\$ 49,406	\$ 51,500	\$ 51,000
<b>Outputs</b>				
44 Slip Capacity	44	44	44	44
<b>Efficiency</b>				
Average Cost per Marina Slip Rental	\$ 260.00	\$ 261.48	\$ 299.84	\$ 311.36
O&M Cost per Capita	\$ 0.65	\$ 0.68	\$ 0.78	\$ 0.81
<b>Effectiveness</b>				
% of Marina Program Cost Recovery	443.78%	429.43%	390.36%	372.26%

**FUND 015 - MARINA BOAT BASIN**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Charges For Services</b>						
2000-347.05-92	Rent - Marina Slips	\$ 50,769	\$ 49,406	\$ 51,000	\$ 51,500	\$ 51,000
	Total Charges For Services	50,769	49,406	51,000	51,500	51,000
<b>Miscellaneous Revenue</b>						
2000-361.01-00	Investments	5,744	7,369	6,300	4,890	4,760
2000-361.50-00	Market Value Adj	1,303	6,034	-	-	-
	Total Miscellaneous Revenue	7,047	13,403	6,300	4,890	4,760
<b>Miscellaneous Revenue</b>						
2000-369.09-00	Miscellaneous Revenue	-	-	-	-	-
2000-381.32-00	Tsfr From Capital Project	-	-	-	-	-
2000-389.01-00	Balance Carryforward	-	-	179,820	191,730	230,110
	Total Miscellaneous Revenue	-	-	179,820	191,730	230,110
<b>Total Marina Boat Basin Revenue</b>		<b>\$ 57,816</b>	<b>\$ 62,809</b>	<b>\$ 237,120</b>	<b>\$ 248,120</b>	<b>\$ 285,870</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>Marina Boat Basin</b>	<b>Department:</b> <b>Marina</b>	<b>Fund #:</b> <b>015</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
2057-575.12-00	Salaries & Wages	\$ 5,325	\$ 5,872	\$ 5,700	\$ 5,773	\$ 5,860
2057-575.15-50	Longevity Pay	125	-	-	-	-
	Salaries & Wages Sub-Total	5,450	5,872	5,700	5,773	5,860
2057-575.21-00	Fica Taxes	403	430	440	437	450
2057-575.22-00	Retirement	429	470	460	462	470
2057-575.23-00	Life & Health Insurance	797	833	1,510	1,161	1,520
	Benefits Sub-Total	1,629	1,733	2,410	2,060	2,440
	<b>Total Personnel Services</b>	<b>7,079</b>	<b>7,605</b>	<b>8,110</b>	<b>7,833</b>	<b>8,300</b>
<b>Operating Expenses</b>						
2057-575.43-00	Utility Services	3,488	3,620	3,720	3,660	3,700
2057-575.46-01	Building & Grounds Maint	723	280	1,200	1,200	1,200
2057-575.49-30	Other Current Charges	150	-	-	-	-
2057-575.52-40	Builders Supplies	-	-	500	500	500
	<b>Total Operating Expenses</b>	<b>4,361</b>	<b>3,900</b>	<b>5,420</b>	<b>5,360</b>	<b>5,400</b>
<b>Capital Expenses</b>						
2057-575.63-00	Imprv Other Than Bldgs	-	11,423	-	-	-
	<b>Total Capital Expenses</b>	<b>-</b>	<b>11,423</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Indirect Allocations</b>						
2057-575.94-16	Data Processing Fee	3,846	-	-	-	-
2057-575.94-34	Bldg Maint Reimb	11,399	4,979	4,820	4,820	4,390
	<b>Total Indirect Allocations</b>	<b>15,245</b>	<b>4,979</b>	<b>4,820</b>	<b>4,820</b>	<b>4,390</b>
	<b>Total Marina Boat Basin</b>	<b>\$ 26,685</b>	<b>\$ 27,907</b>	<b>\$ 18,350</b>	<b>\$ 18,013</b>	<b>\$ 18,090</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 11,440	\$ 11,505	\$ 13,530	\$ 13,193	\$ 13,700
Less Revenues Generated:					
347 Culture & Recreation	50,769	49,406	51,000	51,500	51,000
Net Unsupported Budget	<b>\$ (39,329)</b>	<b>\$ (37,901)</b>	<b>\$ (37,470)</b>	<b>\$ (38,307)</b>	<b>\$ (37,300)</b>
% Of Budget Supported By Program	443.8%	429.4%	376.9%	390.4%	372.3%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

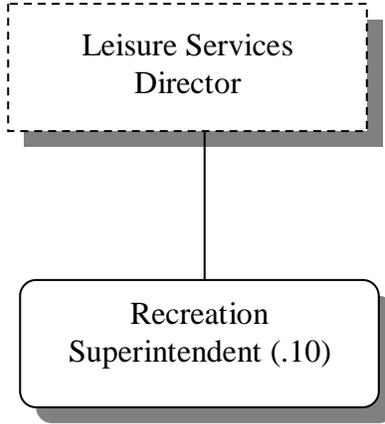
<b>Fund:</b> <b>Marina Boat Basin</b>	<b>Department:</b> <b>Marina</b>	<b>Fund #:</b> <b>015</b>
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**EXPENDITURE DETAIL**

<b>Acct #</b>	<b>Account Description</b>	<b>Adjusted</b>			<b>Adopted</b>	
		<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Budget 2010-11</b>	<b>Budget 2011-12</b>	
<b>Non-Classified</b>						
2099-588.99-01	Fund Reserve	-	-	218,770	230,107	267,780
	Total Non-Classified	-	-	218,770	230,107	267,780
	<b>Total Marina Boat Basin</b>	<b>\$ 26,685</b>	<b>\$ 27,907</b>	<b>\$ 237,120</b>	<b>\$ 248,120</b>	<b>\$ 285,870</b>

**Organizational Chart**

**MARINA BOAT BASIN**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Recreation Superintendent	128	0.10	0.10	0.10
<b>Total Division</b>		<b>0.10</b>	<b>0.10</b>	<b>0.10</b>

**FUND 067 - COMMUNITY REDEVELOPMENT AGENCY**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Ad Valorem Taxes</b>						
6500-311.01-00	Ad Valorem	\$ 484,077	\$ 408,039	\$ 338,290	\$ 307,060	\$ 276,950
	Total Ad Valorem Taxes	484,077	408,039	338,290	307,060	276,950
<b>Miscellaneous Revenue</b>						
6500-361.01-00	Investments	18,887	30,422	20,000	20,000	19,040
6500-361.50-00	Market Value Adj	4,546	26,621		-	
	Total Miscellaneous Revenue	23,433	57,043	20,000	20,000	19,040
<b>Miscellaneous Revenue</b>						
6500-362.01-00	Rent-Public Facilities	375	-	-	-	-
6500-369.09-00	Miscellaneous Revenue	-	1,685	-	-	-
6500-389.01-00	Balance Carryforward	-	-	751,163	898,330	590,960
	Total Miscellaneous Revenue	375	1,685	751,163	898,330	590,960
<b>Total Community Redevelopment Agency</b>		<b>\$ 507,885</b>	<b>\$ 466,767</b>	<b>\$ 1,109,453</b>	<b>\$ 1,225,390</b>	<b>\$ 886,950</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Community Redevelopment Agency	<b>Department:</b> Community Redevelopment Agency	<b>Fund #:</b> 067
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
6517-515.12-00	Salaries & Wages	\$ 38,486	\$ 62,577	\$ 62,670	\$ 62,696	\$ 63,510
6517-515.14-00	Overtime-Time & One Half	1,097	-	-	-	-
6517-515.15-50	Longevity Pay	375	-	-	-	-
	Salaries & Wages Sub-Total	<u>39,958</u>	<u>62,577</u>	<u>62,670</u>	<u>62,696</u>	<u>63,510</u>
6517-515.21-00	Fica Taxes	2,966	4,473	4,790	4,582	4,860
6517-515.22-00	Retirement	3,179	2,623	5,960	6,347	6,430
6517-515.23-00	Life & Health Insurance	8,743	10,236	10,280	9,780	10,370
	Benefits Sub-Total	<u>14,888</u>	<u>17,332</u>	<u>21,030</u>	<u>20,709</u>	<u>21,660</u>
	Total Personnel Services	<u>54,846</u>	<u>79,909</u>	<u>83,700</u>	<u>83,405</u>	<u>85,170</u>
<b>Operating Expenses</b>						
6517-515.49-30	Other Current Charges	20,781	93,480	199,034	199,034	141,960
	Total Operating Expenses	<u>20,781</u>	<u>93,480</u>	<u>199,034</u>	<u>199,034</u>	<u>141,960</u>
<b>Capital Expenses</b>						
6517-515.63-00	Improv Other Than Bldgs	178,301	104,851	792,319	351,989	659,820
	Total Capital Expenses	<u>178,301</u>	<u>104,851</u>	<u>792,319</u>	<u>351,989</u>	<u>659,820</u>
<b>Non-Expendable Disbursement</b>						
6599-588.99-02	Reserved For Future Exp	-	-	34,400	590,962	-
	Total Non-Expendable Disbursement	<u>-</u>	<u>-</u>	<u>34,400</u>	<u>590,962</u>	<u>-</u>
	<b>Total Community Redevelopment Agency</b>	<u>\$ 253,928</u>	<u>\$ 278,240</u>	<u>\$ 1,109,453</u>	<u>\$ 1,225,390</u>	<u>\$ 886,950</u>

**FUND 061 - LAW ENFORCEMENT TRUST FUND**

Acct #	Account Description	Adjusted			Adopted
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End Budget 2011-12
<b>REVENUE DETAIL</b>					
<b>Intergovernmental Revenue</b>					
6000-335.09-00	Other Grants	\$ 1,000	\$ 4,015	\$ 4,306	\$ 4,306
Total Intergovernmental Revenue		1,000	4,015	4,306	4,306
<b>Miscellaneous Revenue</b>					
6000-381.01-00	Tsfr From General Fund	2,540	4,500	-	-
Total Miscellaneous Revenue		2,540	4,500	-	-
<b>Total Law Enforcement Trust Revenue</b>		<b>\$ 3,540</b>	<b>\$ 8,515</b>	<b>\$ 4,306</b>	<b>\$ 4,306</b>
<b>EXPENDITURE DETAIL</b>					
<b>Operating Expenses</b>					
6021-521.52-90	Special Supplies	\$ -	\$ -	\$ 953	\$ 953
Total Operating Expenses		-	-	953	953
<b>Capital Expenses</b>					
6021-521.64-40	Special Equipment	1,820	8,515	3,353	3,353
Total Capital Expenses		1,820	8,515	3,353	3,353
<b>Total Law Enforcement Trust</b>		<b>\$ 1,820</b>	<b>\$ 8,515</b>	<b>\$ 4,306</b>	<b>\$ 4,306</b>

**FUND 062 - STREET LIGHT FUND**

Acct #	Account Description	Adjusted			Adopted
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Budget 2011-12
<b>REVENUE DETAIL</b>					
<b>Charges For Services</b>					
6000-349.11-00	Utility Fixtures	\$ 5,395	\$ 5,646	\$ -	\$ -
	Total Charges For Services	5,395	5,646	-	-
<b>Miscellaneous Revenue</b>					
6000-361.01-00	Investments	31,697	28,261	27,200	17,920
6000-361.50-00	Market Value Adj	6,765	18,409	-	-
	Total Miscellaneous Revenue	38,462	46,670	27,200	17,920
<b>Miscellaneous Revenue</b>					
6000-381.01-00	Tsfr From General Fund	221,160	-	-	-
6000-389.01-00	Balance Carryforward	-	-	575,260	607,980
	Total Miscellaneous Revenue	221,160	-	575,260	607,980
	<b>Total Street Light Revenue</b>	<b>\$ 265,017</b>	<b>\$ 52,316</b>	<b>\$ 602,460</b>	<b>\$ 625,900</b>
<b>EXPENDITURE DETAIL</b>					
<b>Operating Expenses</b>					
6031-541.43-00	Utility Services	\$ 243,162	\$ 252,295	\$ 285,830	\$ 264,500
	Total Operating Expenses	243,162	252,295	285,830	264,500
<b>Non-Classified</b>					
6099-588.99-03	Fund Reserve Designated	-	-	316,630	361,400
	Total Non-Classified	-	-	316,630	361,400
	<b>Total Street Light Fund</b>	<b>\$ 243,162</b>	<b>\$ 252,295</b>	<b>\$ 602,460</b>	<b>\$ 625,900</b>

**FUND 063 - PARKLAND FUND**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Permits, Fees &amp; Special Assessments</b>						
6000-324.06-10	Residential Impact Fees	\$ -	\$ -	\$ -	\$ 630	\$ 940
	Total Permits, Fees & Special Assessments	-	-	-	630	940
<b>Intergovernmental Revenue</b>						
6000-331.0500	Other Grants	-	-	-	-	150,000
	Total Intergovernmental Revenue	-	-	-	-	150,000
<b>Miscellaneous Revenue</b>						
6000-361.01-00	Investments	41,130	30,453	28,300	19,550	19,040
6000-361.50-00	Market Value Adj	6,731	21,855	-	-	-
	Total Miscellaneous Revenue	47,861	52,308	28,300	19,550	19,040
<b>Miscellaneous Revenue</b>						
6000-366.20-00	Parkland	945	-	-	-	-
6000-366.21-00	Donation/Private	-	-	25,000	25,000	-
6000-389.01-00	Balance Carryforward	-	-	710,630	753,580	723,760
	Total Miscellaneous Revenue	945	-	735,630	778,580	723,760
<b>Total Parkland Fund Revenue</b>		<b>\$ 48,806</b>	<b>\$ 52,308</b>	<b>\$ 763,930</b>	<b>\$ 798,760</b>	<b>\$ 893,740</b>
<b>EXPENDITURE DETAIL</b>						
<b>Operating Expenses</b>						
6058-572.49-30	Other Current Charges	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
	Total Operating Expenses	-	-	25,000	25,000	25,000
<b>Capital Expenses</b>						
6058-572.61-00	Land	-	35,749	-	-	-
6058-572.63-00	Improv Other Than Bldgs	84,995	69,847	50,000	50,000	455,000
	Total Capital Expenses	84,995	105,596	50,000	50,000	455,000
<b>Other Expenditures</b>						
6095-581.91-01	To General Fund	350,000	-	-	-	-
6095-581.91-32	To Capital Project Fd	-	-	-	-	-
	Total Other Expenditures	350,000	-	-	-	-
<b>Non-Classified</b>						
6099-588.99-03	Fund Reserve Designated	-	-	688,930	723,760	413,740
	Total Non-Classified	-	-	688,930	723,760	413,740
<b>Total Parkland Fund</b>		<b>\$ 434,995</b>	<b>\$ 105,596</b>	<b>\$ 763,930</b>	<b>\$ 798,760</b>	<b>\$ 893,740</b>

**FUND 064 - TRANSPORTATION IMPACT FEE TRUST**

Acct #	Account Description	Actual			Adjusted	Estimated	Adopted
		2008-09	2009-10	2010-11	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-344.03-10	Residential Impact Fees	\$ 8,083	\$ -	\$ 16,500	\$ 4,132	\$ 410	
6000-344.03-20	Commercial Impact Fees	-	6,987	-	12,368	16,090	
	Total Permits, Fees & Special Assessments	8,083	6,987	16,500	16,500	16,500	
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	22,070	19,553	17,600	13,040	12,700	
6000-361.50-00	Market Value Adj	4,360	15,039	-	-	-	
	Total Miscellaneous Revenue	26,430	34,592	17,600	13,040	12,700	
<b>Miscellaneous Revenue</b>							
6000-389.01-00	Balance Carryforward	-	-	504,080	511,980	41,520	
	Total Miscellaneous Revenue	-	-	504,080	511,980	41,520	
	<b>Total Transportation Impact Fee Revenue</b>	<b>\$ 34,513</b>	<b>\$ 41,579</b>	<b>\$ 538,180</b>	<b>\$ 541,520</b>	<b>\$ 70,720</b>	
<b>EXPENDITURE DETAIL</b>							
<b>Capital Expenses</b>							
6031-541.63-00	Impr Other Than Buildings	\$ 55,310	\$ 16,100	\$ -	\$ 500,000	\$ -	
	Total Capital Expenses	55,310	16,100	-	500,000	-	
<b>Other Expenditures</b>							
6095-581.91-14	Tsfr To Street Improvement	75,000	-	-	-	-	
	Total Other Expenditures	75,000	-	-	-	-	
<b>Non-Classified</b>							
6099-588.99-01	Fund Reserve	-	-	538,180	41,520	70,720	
	Total Non-Classified	-	-	538,180	41,520	70,720	
	<b>Total Transportation Impact Fee Fund</b>	<b>\$ 130,310</b>	<b>\$ 16,100</b>	<b>\$ 538,180</b>	<b>\$ 541,520</b>	<b>\$ 70,720</b>	

**FUND 065 - LIBRARY IMPACT FEE TRUST FUND**

Acct #	Account Description	Actual			Adjusted	Estimated	Adopted
		2008-09	2009-10	2010-11	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-324.06-10	Residential Impact Fees	\$ -	\$ -	\$ -	\$ -	766	\$ -
Total Permits, Fees & Special Assessments		-	-	-	-	766	-
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	817	896	800		650	-
6000-361.50-00	Market Value Adj	179	682	-		-	-
Total Miscellaneous Revenue		996	1,578	800		650	-
<b>Miscellaneous Revenue</b>							
6000-366.40-00	Library Impact Fees	1,149	-	-		-	-
6000-389.01-00	Balance Carryforward	-	-	22,730		23,515	-
Total Miscellaneous Revenue		1,149	-	22,730		23,515	-
<b>Total Library Impact Fee Trust Revenue</b>		<b>\$ 2,145</b>	<b>\$ 1,578</b>	<b>\$ 23,530</b>		<b>\$ 24,931</b>	<b>\$ -</b>

**EXPENDITURE DETAIL**

<b>Capital Expenses</b>							
6055-571.63-00	Improv Other Than Bldgs	-	-	-		24,931	-
Total Capital Expenses		-	-	-		24,931	-
<b>Non-Classified</b>							
6099-588.99-01	Fund Reserve	-	-	23,530		-	-
Total Non-Classified		-	-	23,530		-	-
<b>Total Library Impact Fee Trust Fund</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,530</b>		<b>\$ 24,931</b>	<b>\$ -</b>

**FUND 068 - DRAINAGE IMPACT FEE**

Acct #	Account Description	Actual		Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
6000-361.01-00	Investments	\$ 472	\$ 7	\$ -	\$ -	\$ -
6000-361.50-00	Market Value Adj	33	5	-	-	-
Total Miscellaneous Revenue		505	12	-	-	-
<b>Miscellaneous Revenue</b>						
6000-389.01-00	Balance Carryforward	-	-	200	200	-
Total Miscellaneous Revenue		-	-	200	200	-
<b>Total Drainage Impact Fee Revenue</b>		<b>\$ 505</b>	<b>\$ 12</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ -</b>
<b>EXPENDITURE DETAIL</b>						
<b>Capital Expenses</b>						
6037-538.63-00	Improv Other Than Bldgs	\$ 13,094	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses		13,094	-	-	-	-
<b>Non-Operating Expenses</b>						
6095-581-91-11	Transfer to Stormwater	\$ -	\$ -	\$ 200	\$ 200	\$ -
Total Non-Operating Expenses		-	-	200	200	-
<b>Non-Expendable Disbursement</b>						
6599-588.99-02	Reserved For Future Exp	-	-	-	-	-
Total Non-Expendable Disbursement		-	-	-	-	-
<b>Total Drainage Impact Fee</b>		<b>\$ 13,094</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ -</b>

**FUND 069 - PARKING IMPACT FEE**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
6000-361.01-00	Investments	\$ 6,655	\$ 1,513	\$ 2,400	\$ 650	\$ -
6000-361.50-00	Market Value Adj	1,411	121	-	-	-
Total Miscellaneous Revenue		8,066	1,634	2,400	650	-
<b>Miscellaneous Revenue</b>						
6000-389.01-00	Balance Carryforward	-	-	5,470	4,700	-
Total Miscellaneous Revenue		-	-	5,470	4,700	-
<b>Total Parking Impact Fee Revenue</b>		<b>\$ 8,066</b>	<b>\$ 1,634</b>	<b>\$ 7,870</b>	<b>\$ 5,350</b>	<b>\$ -</b>
<b>EXPENDITURE DETAIL</b>						
<b>Capital Expenses</b>						
6031-541.63-00	Impr Other Than Buildings	\$ 55,937	\$ 114,223	\$ -	\$ -	\$ -
Total Capital Expenses		55,937	114,223	-	-	-
<b>Non-Expendable Disbursement</b>						
6599-588.99-02	Reserved For Future Exp	-	-	7,870	5,350	-
Total Non-Expendable Disbursement		-	-	7,870	5,350	-
<b>Total Parking Impact Fee</b>		<b>\$ 55,937</b>	<b>\$ 114,223</b>	<b>\$ 7,870</b>	<b>\$ 5,350</b>	<b>\$ -</b>

**FUND 074- STREET ASSESSMENT**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Permits, Fees &amp; Special Assessments</b>						
2000-325.01-00	Street Assesments	\$ -	\$ 7,837	\$ -	\$ 500	\$ -
2000-325.01-10	Interest/Street Assessments	-	-	370	325	-
Total Permits, Fees & Special Assessments		-	7,837	370	825	-
<b>Miscellaneous Revenue</b>						
2000-361.01-00	Investments	1,013	829	750	650	630
2000-361.50-00	Market Value Adj	155	647	-	-	-
Total Miscellaneous Revenue		1,168	1,476	750	650	630
<b>Miscellaneous Revenue</b>						
2000-363.34-00	Interest On Street Assess	447	363	-	370	370
2000-389.01-00	Balance Carryforward	-	-	10,140	18,720	20,560
Total Miscellaneous Revenue		447	363	10,140	19,090	20,930
<b>Total Street Assessment Fund Revenue</b>		<b>\$ 1,615</b>	<b>\$ 9,676</b>	<b>\$ 11,260</b>	<b>\$ 20,565</b>	<b>\$ 21,560</b>

**EXPENDITURE DETAIL**

**Other Expenditures**

2095-581.91-01	To General Fund	\$ 10,000	\$ -	\$ -	\$ -	\$ -
2095-581.91-14	Tsfr To Street Improvement	5,000	-	-	-	-
Total Other Expenditures		15,000	-	-	-	-

**Non-Classified**

2099-588.99-01	Fund Reserve	-	-	11,260	20,565	21,560
Total Non-Classified		-	-	11,260	20,565	21,560
<b>Total Street Assessment</b>		<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 11,260</b>	<b>\$ 20,565</b>	<b>\$ 21,560</b>

## Public Works Department Stormwater Division

The main function of the Stormwater Division is to protect property (both public and private) by maintaining positive flows to prevent flooding, yet sustain nature's hydrological balance. We achieve this by working in conjunction with Pinellas County, State and Federal regulatory agencies. These efforts are necessary to remain in compliance for our NPDES (National Pollutant Discharge Elimination System) permit. This division is responsible for maintaining 12.88 miles of ditches and creeks, which includes maintaining positive flow by removing trash and debris from our creeks, excavating sediment deposits from ditches and ponds caused by erosion. This division provides routine inspections and cleaning of over 1,075 catch basins. Four "Suntree" baffle boxes are inspected and cleaned after every half inch of rainfall. Other annual maintenance includes the cleaning of two CDS (Continuous Deflection System) units, the sweeping of nine hundred and thirty eight curb miles of streets, and the maintenance of 27 City-owned retention ponds.



### **Current and Prior Year Accomplishments**

Approximately 120 work order requests originating from resident inquiries were completed. Major projects included the dredging of Country Villas pond, which will increase the pond's storage volume and improve water quality. The stormwater inlet structure on North Bayshore Boulevard was rebuilt to enhance aesthetics and ensure proper drainage. In conjunction with the Engineering Department, compliance was maintained with SWFWMD (Southwest Florida Water Management District).



### **Fiscal Year 2012 Goals**

All catch basins within the City are slated to be identified and marked in FY 2011-12. This will greatly improve the efficiency of state and federal mandated reporting. Staff will continue routine catch basin inspections and cleanings, which is now a condition of the NPDES (National Pollutant Discharge Elimination System) permit.

### **Long-Term Vision and Future Financial Impact**

The Stormwater Division's long-term vision is to increase public awareness of the Best Management Practices (BMP's) for protecting our waterways. Pamphlets, brochures and other informational and educational material will be made more available at City buildings and on the City's website. The Division will also be preparing for new NPDES (National Pollutant Discharge Elimination System) compliance requirements by accelerating routine catch basin inspections and cleaning.

**STORMWATER PERFORMANCE INDICATORS**

**FUND: 011 DEPARTMENT: 2037**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 555,724	\$ 984,695	\$ 735,392	\$ 619,300
Total # of Full time Equivalent Employees	5.20	5.20	5.20	5.20
<b>Outputs</b>				
# of Service Requests Completed	85	126	120	125
# of Emergency Calls Responded to	16	18	20	20
# of Outfalls Cleaned	47	133	120	125
# of Catch Basins	1,063	1,075	1,075	1,075
# of Catch Basins Repaired	7	6	10	8
# of Catch Basins Cleaned	642	1,101	1,200	1,500
Square Miles of Drainage Basins (Creeks)	5.5	5.5	5.5	5.5
Feet of Storm Drain/Pipe Cleaned	1,603	350	5,663	6,000
# of Culverts Installed/Repaired	1	0	1	1
Miles of Ditches/Creeks	12.88	12.88	12.88	12.88
Miles of Ditches/Creeks Cleaned	38.64	25.76	25.76	25.76
<b>Efficiency</b>				
O&M Cost per Capita	\$ 31.38	\$ 58.32	\$ 43.56	\$ 36.68
O&M Cost per Full Time Equiv. Employee	\$ 106,870	\$ 189,364	\$ 141,422	\$ 119,096
# Per Capita per Full Time Equiv. Employee	3,405	3,247	3,247	3,247
<b>Effectiveness</b>				
Repairs-Infrastructure	20	20	20	20
Total Hours of Supervision	2,080	2,080	2,080	2,080
% of Service Requests Compl. Within 5 Days	10%	20%	25%	25%

**FUND 011 - STORMWATER**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12	
<b>REVENUE DETAIL</b>						
<b>Permits, Fees &amp; Special Assessments</b>						
2000-329.08-00	Stormwater Fee	\$ 540,216	\$ 459,196	\$ 661,460	\$ 671,280	\$ 671,000
	Total Permits, Fees & Special Assessments	540,216	459,196	661,460	671,280	671,000
<b>Intergovernmental Revenue</b>						
2000-331.03-90	Other Physical Envirnmnt	-	-	1,305,970	1,305,970	-
2000-334.03-60	Stormwater Management	-	190,526	845,030	938,027	-
	Total Intergovernmental Revenue	-	190,526	2,151,000	2,243,997	-
<b>Miscellaneous Revenue</b>						
2000-361.01-00	Investments	80,568	55,362	85,500	53,770	52,370
2000-361.50-00	Market Value Adj	20,079	61,886	-	-	-
	Total Miscellaneous Revenue	100,647	117,248	85,500	53,770	52,370
<b>Miscellaneous Revenue</b>						
2000-381.32-00	Tsfr Fr Capital Project	500,000	-	-	-	500,000
2000-381.91.64	Tsfr Fr Transp Impact Fund	-	-	-	-	-
2000-381.91.68	Tsfr Fr Drainage Impact	-	-	-	200	-
2000-384.23-00	06 Line Of Credit	304,007	-	-	-	-
2000-389.01-00	Balance Carryforward	-	-	2,268,012	1,822,500	610,860
	Total Miscellaneous Revenue	804,007	-	2,268,012	1,822,700	1,110,860
	<b>Total Stormwater Revenue</b>	<b>\$ 1,444,870</b>	<b>\$ 766,970</b>	<b>\$ 5,165,972</b>	<b>\$ 4,791,747</b>	<b>\$ 1,834,230</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Stormwater	<b>Department:</b> Stormwater	<b>Fund #:</b> 011
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
2037-538.12-00	Salaries & Wages	\$ 174,501	\$ 192,035	\$ 196,790	\$ 195,383	\$ 205,490
2037-538.12-10	Reg Wages-Temporary Empl	-	-	4,000	2,000	2,000
2037-538.14-00	Overtime	1,546	1,080	4,000	2,000	2,020
2037-538.15-50	Longevity Pay	4,500	-	-	-	-
	Salaries & Wages Sub-Total	180,547	193,115	204,790	199,383	209,510
2037-538.21-00	Fica Taxes	13,273	12,974	15,360	14,861	15,880
2037-538.22-00	Retirement Contributions	16,228	16,369	19,030	18,671	13,810
2037-538.23-00	Life & Health Insurance	49,966	53,936	73,600	63,170	77,710
2037-538.24-00	Workers Compensation	12,781	8,720	8,090	7,187	8,710
	Benefits Sub-Total	92,248	91,999	116,080	103,889	116,110
	Total Personnel Services	272,795	285,114	320,870	303,272	325,620

**Operating Expenses**

2037-538.34-60	Uniform Rental & Laundry	1,178	1,283	1,370	1,370	1,180
2037-538.34-80	Landfill Fees	15,405	17,862	18,000	18,000	18,000
2037-538.34-90	Other Fees & Contracts	14,039	16,204	56,830	52,830	57,500
2037-538.40-01	Employee Travel	84	56	60	160	120
2037-538.41-00	Communication Services	1,790	1,721	2,290	3,730	2,130
2037-538.43-00	Utility Services	5,418	5,491	6,020	5,680	5,760
2037-538.44-00	Rental & Leases	2,071	1,204	4,000	3,000	4,000
2037-538.45-00	Liability Insurance	3,936	4,576	5,290	5,040	4,980
2037-538.46-01	Bldg. & Ground Maint	194	2,629	880	880	880
2037-538.46-10	Outside Vehicle Repairs	-	-	600	600	600
2037-538.46-20	Equipment Repairs	97	8,602	500	500	500
2037-538.46-30	Radio Maintenance	-	-	200	200	200
2037-538.46-40	Maint Contracts	239	263	580	580	400
2037-538.49-30	Other Current Charges	332	281	430	430	330
2037-538.52-01	Gas	850	653	1,660	937	1,110
2037-538.52-02	Diesel	3,845	4,740	9,260	4,509	5,910
2037-538.52-03	Oil & Other Lubricants	515	17	460	460	460
2037-538.52-10	Vehicle Parts	1,644	1,447	3,500	1,500	1,500
2037-538.52-20	Equipment Parts	7,027	3,689	6,800	1,500	5,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Stormwater	<b>Department:</b> Stormwater	<b>Fund #:</b> 011
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
2037-538.52-30	Small Tools & Supplies	2,411	1,555	2,600	2,600	2,600
2037-538.52-70	Special Clothing/Uniforms	1,973	1,619	2,200	2,200	2,200
2037-538.52-80	Tires & Tubes	526	1,200	1,200	1,200	1,200
2037-538.52-90	Special Supplies	8,193	1,348	2,500	2,500	2,500
2037-538.52-93	Safety Supplies	797	800	800	800	800
2037-538.53-30	Drainage	191,044	601,769	300,344	300,344	150,000
2037-538.53-32	Drainage Related Charges	12,795	15,035	14,156	13,720	17,600
2037-538.53-33	Drainage - Other	4,967	4,709	5,000	5,000	5,000
2037-538.54-30	Educational Costs	1,559	828	1,100	1,850	1,220
Total Operating Expenses		<u>282,929</u>	<u>699,581</u>	<u>448,630</u>	<u>432,120</u>	<u>293,680</u>
<b>Capital Expenses</b>						
2037-538.63-00	Imprv Other Than Building	-	-	3,134,872	2,907,686	50,000
2037-538.64-01	Automotive Equipment	-	44,996	-	-	-
2037-538.64-40	Special Equipment	-	-	50,000	42,500	11,240
Total Capital Expenses		<u>-</u>	<u>44,996</u>	<u>3,184,872</u>	<u>2,950,186</u>	<u>61,240</u>
<b>Total Stormwater</b>		<u><b>\$ 555,724</b></u>	<u><b>\$ 1,029,691</b></u>	<u><b>\$ 3,954,372</b></u>	<u><b>\$ 3,685,578</b></u>	<u><b>\$ 680,540</b></u>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 555,724	\$ 984,695	\$ 769,500	\$ 735,392	\$ 619,300
Less Revenues Generated:					
329 Permits, Fees, & Special Assessments	540,216	459,196	661,460	671,280	671,000
331 & 334 Intergovernmental Revenue	-	190,526	2,151,000	2,243,997	-
Net Unsupported Budget	<u><b>\$ 15,508</b></u>	<u><b>\$ 334,973</b></u>	<u><b>\$ (2,042,960)</b></u>	<u><b>\$ (2,179,885)</b></u>	<u><b>\$ (51,700)</b></u>
% Of Budget Supported By Program	97.2%	66.0%	365.5%	396.4%	108.3%
<b>Non-Operating Expenses</b>					
2094-584.71-01 Principal Payment	25,431	25,534	28,100	29,132	-
2094-584.72-01 Interest Payment	4,062	3,960	1,400	362	-
Total Non-Operating Expenses	<u>29,493</u>	<u>29,494</u>	<u>29,500</u>	<u>29,494</u>	<u>-</u>

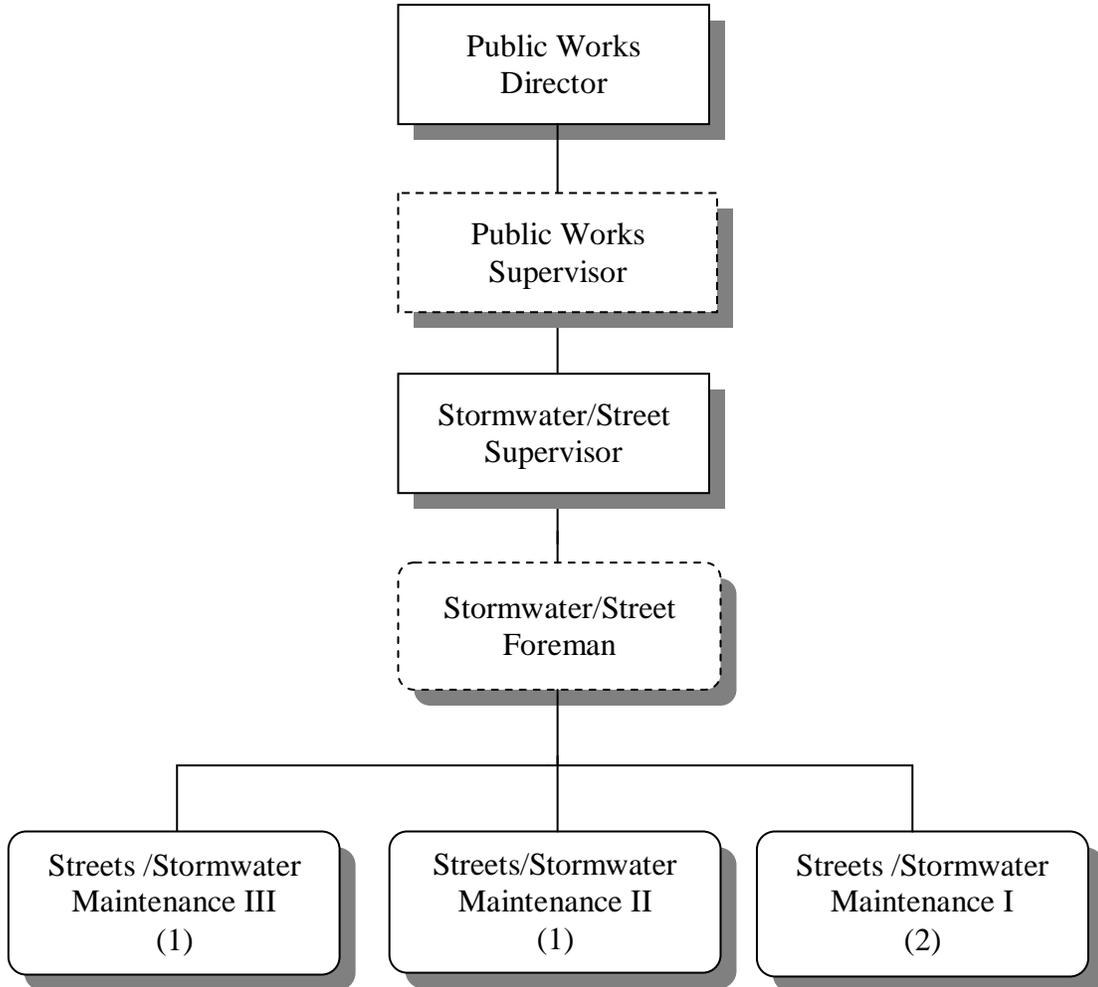
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Stormwater	<b>Department:</b> Stormwater	<b>Fund #:</b> 011
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Internal Services</b>						
2094-590.94-01	Administration Fee Reimb	66,295	20,649	19,380	19,380	19,140
2094-590.94-02	Data Processing Fee Reimb	55,743	8,200	8,020	8,020	8,560
2094-590.94-03	Engineering Fee Reimb	128,163	178,442	182,580	182,580	152,980
2094-590.94-04	Bldg & Fleet Maint Reimb	32,471	46,414	44,890	44,890	40,850
	Total Internal Services	282,672	253,705	254,870	254,870	221,530
<b>Non-Operating Expenses</b>						
2095-581-58-00	Depreciation Expense	-	-	-	115,000	125,000
2095-581-72-50	Amortization Exp Bond Dis	-	-	-	200	200
2095-581-91.22	To Bank of America Note	-	-	-	95,750	95,750
2095-581.91-23	To Loc Governmental	-	-	95,750	-	-
	Total Non-Operating Expenses	-	-	95,750	210,950	220,950
<b>Non-Expendable Disbursement</b>						
2099-588.99-01	Fund Reserves	-	-	831,480	610,855	711,210
	Total Non-Expendable Disbursement	-	-	831,480	610,855	711,210
	<b>Total Stormwater</b>	<b>\$ 867,889</b>	<b>\$ 1,312,890</b>	<b>\$ 5,165,972</b>	<b>\$ 4,791,747</b>	<b>\$ 1,834,230</b>

**Organizational Chart**  
**STORMWATER DIVISION**  
**PUBLIC WORKS DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Public Works Director	134	0.20	0.20	0.20
Street/Stormwater Supervisor	125	1.00	1.00	1.00
Streets/Stormwater Maintenance III	118	0.00	1.00	1.00
Streets/Stormwater Maintenance II	116	1.00	1.00	1.00
Streets/Stormwater Maintenance I	114	3.00	2.00	2.00
<b>Total Division</b>		<b>5.20</b>	<b>5.20</b>	<b>5.20</b>

## SAFETY HARBOR, FLORIDA



SAFETY HARBOR, FLORIDA



**FUND 041 - WATER & WASTEWATER**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Budget 2011-12	
<b>REVENUE DETAIL</b>						
<b>Charges For Services</b>						
4000-343.09-15	Sale Of Water	\$ 3,528,922	\$ 3,406,085	\$ 3,180,000	\$ 3,329,000	\$ 3,460,000
4000-343.09-20	Water Tap Fees	1,576	-	-	-	-
4000-343.09-40	Sewer Services	4,220,128	4,330,525	4,200,000	4,294,000	4,528,000
4000-343.09-60	Late Charges - Utilities	86,235	249,219	200,000	243,480	240,000
4000-343.09-70	Industrial Surcharge	35,836	89,558	80,000	104,440	100,000
4000-349.11-00	Utility Fixtures	2,576	2,699	3,000	1,200	1,200
	Total Charges For Services	<u>7,875,273</u>	<u>8,078,086</u>	<u>7,663,000</u>	<u>7,972,120</u>	<u>8,329,200</u>
<b>Miscellaneous Revenue</b>						
4000-361.01-00	Investments	228,239	105,990	276,000	160,990	156,800
4000-361.50-00	Market Value Adj	63,203	165,607	-	-	-
	Total Miscellaneous Revenue	<u>291,442</u>	<u>271,597</u>	<u>276,000</u>	<u>160,990</u>	<u>156,800</u>
<b>Miscellaneous Revenue</b>						
4000-364.01-00	Sale/Disposal Of F.A.	12,000	-	-	-	-
4000-364.01-10	Gain/Loss From Sale/Disp	1,287	5,079	-	2,250	-
4000-369.02-00	Claims/Insur Settlements	-	2	-	-	-
4000-369.04-06	Data Proc Reimb - General Fund	199,071	275,194	269,250	269,250	287,510
4000-369.04-07	Data Proc Reimb - Sanitation	88,929	13,623	13,330	13,330	14,230
4000-369.04-12	Data Proc Reimb - Stormwater	55,743	8,200	8,020	8,020	8,560
4000-369.04-15	Data Proc Reimb - Library Grant	5,365	-	-	-	-
4000-369.04-19	Data Proc Reimb - Library	207,658	177,144	173,320	173,320	185,070
4000-369.04-22	Data Proc Reimb - Fire	56,176	75,055	73,430	73,430	78,410
4000-369.04-57	Data Proc Reimb - Marina	3,846	-	-	-	-
4000-369.09-00	Miscellaneous Revenue	34,430	22,310	24,000	26,780	26,000
	Total Miscellaneous Revenue	<u>664,505</u>	<u>576,607</u>	<u>561,350</u>	<u>566,380</u>	<u>599,780</u>
<b>Miscellaneous Revenue</b>						
4000-389.01-00	Balance Carryforward	-	-	7,479,247	8,497,960	9,018,320
	Total Miscellaneous Revenue	<u>-</u>	<u>-</u>	<u>7,479,247</u>	<u>8,497,960</u>	<u>9,018,320</u>
	<b>Total Water &amp; Wastewater Revenue</b>	<u><b>\$ 8,831,220</b></u>	<u><b>\$ 8,926,290</b></u>	<u><b>\$ 15,979,597</b></u>	<u><b>\$ 17,197,450</b></u>	<u><b>\$ 18,104,100</b></u>

The current rate structure for sales of water is a tiered water rate table in February 2006, and amended in June 2008. The monthly residential sewer charges are now based on consumption and charged up to 15,000 gallons at a cost of \$5.17 per thousand gallons. Sewer charges increased 11.5% on October 1, 2009.

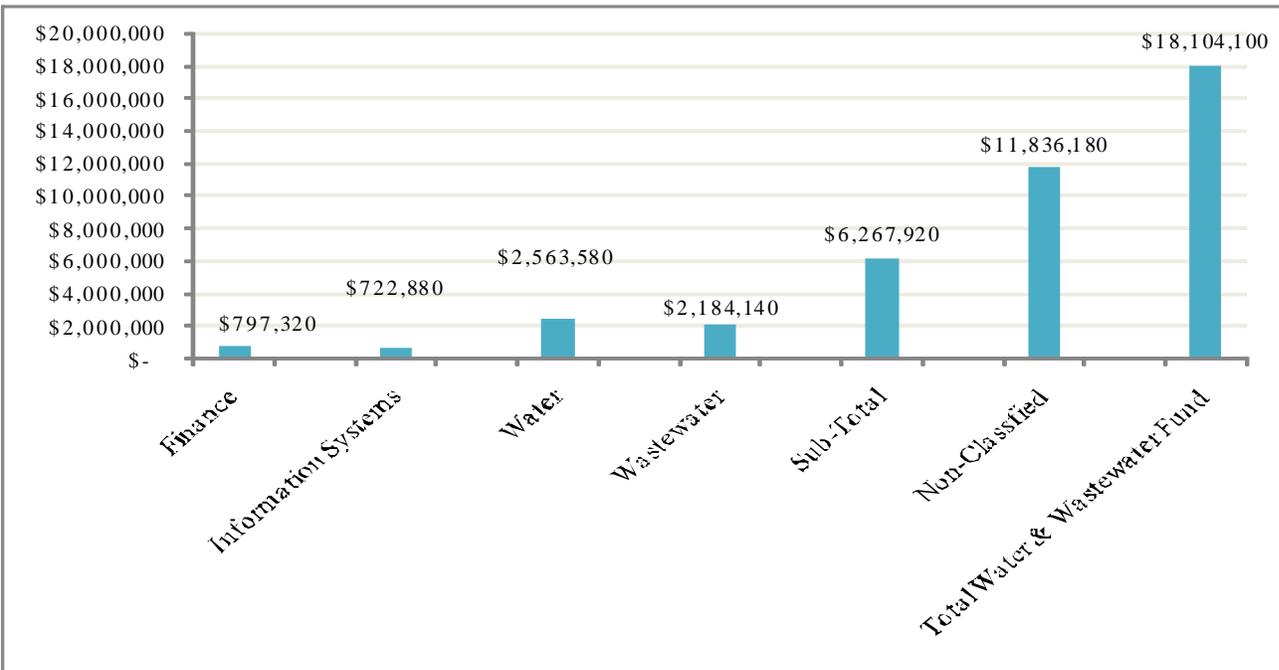
CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

**Fund: Water & Wastewater**

**Expenditure Summary**

**Fund #: 041**

DEPARTMENT	Actual		Adjusted	Estimated	Adopted
	2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
Finance	\$ 864,683	\$ 723,521	\$ 890,947	\$ 826,097	\$ 797,320
Information Systems	688,009	636,494	850,395	816,432	722,880
Water	2,319,689	2,268,809	2,483,245	2,417,966	2,563,580
Wastewater	2,241,472	2,103,433	2,300,550	2,008,255	2,184,140
Sub-Total	6,113,853	5,732,257	6,525,137	6,068,750	6,267,920
Non-Classified	3,782,764	2,665,494	9,454,460	11,128,700	11,836,180
<b>Total Water &amp; Wastewater Fund</b>	<b>\$ 9,896,617</b>	<b>\$ 8,397,751</b>	<b>\$ 15,979,597</b>	<b>\$ 17,197,450</b>	<b>\$ 18,104,100</b>



SAFETY HARBOR, FLORIDA



## WATER & WASTEWATER FINANCE

The Finance Department is responsible for the administration, direction, supervision and coordination of all City financial functions including financial planning, budgeting, debt management, investments, purchasing, accounting, payroll, utilities, customer service, accounts and billings and Information Systems. The Department's role is divided between Administration, Accounting & Budgeting, Utilities and Information Systems. Accounting & Budgeting are reported within the General Fund while Utilities and Information Systems are reported within the Water & Wastewater Utility Enterprise Fund. Overall, Administration is accounted for jointly between the two funds.

### **Current and Prior Year Accomplishments**

The Utilities Billing Department has used the billing system process as an opportunity to keep residents informed on various matters related to utilities, including water restrictions, local weather conditions, City events and E-notifications for utility billing. With fewer resources, the Customer Service and Utilities staff have received training and cross-training on various functions in the Utility Billing department so that departmental deadlines for cycle billings, title searches and delinquency notices continue to be met.

### **Fiscal Year 2012 Goals**

Customer Service remains the highest of priorities for Utility Billing. Informing residents of E-notification and bank draft services for utility billing continues to be a departmental goal with dissemination of information on a regular basis. The department's goal is to have ten percent of residents utilizing the system by year end. Emphasis will continue to be placed on cross training Customer Service Representatives so that residents receive a high level of service. The radio frequency meter reading program will continue but at a slower pace due to budget constraints.

### **Long-Term Vision and Future Financial Impact**

The City's long term capital improvement program and debt service requirements for the Enterprise Funds requires an update to the Rate Study performed in 2005 by an outside service contractor. Emphasis on the procurement of radio frequency meters, as well as installation in coordination with the Public Works Department, will continue as a priority resulting in a more efficient utilization of City resources.

**WATER & WASTEWATER FINANCE PERFORMANCE INDICATORS**  
**FUND: 041 DEPARTMENT: 4015**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 757,370	\$ 717,356	\$ 821,233	\$ 751,120
Total # of Full time Equivalent Employees	8.25	8.25	9.85	9.35
<b>Outputs</b>				
Total # of Utility Bills	77,292	76,862	76,862	76,862
Total # of Water Customers	7,470	7,493	7,493	7,493
Total # of Sewer Customers	8,745	8,897	8,897	8,897
Total # of Sanitation Customers	7,945	7,988	7,988	7,988
Total # of Service Orders	7,224	8,085	8,085	8,085
Total # of New Water Deposits	600	613	560	560
Total # of E-Notifications Billings	N/A	135	215	660
<b>Efficiency</b>				
O&M Cost per Capita	\$ 42.77	\$ 42.49	\$ 48.64	\$ 44.49
O&M Cost per Full Time Equiv. Employee	\$ 91,802	\$ 86,952	\$ 83,374	\$ 80,334
# Per Capita per Full Time Equiv. Employee	2,146	2,047	1,714	1,806

<b>Fund:</b> <b>Water &amp; Waste water</b>	<b>Department:</b> <b>Finance</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adjusted		Adopted
		2008-09	2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Personnel Services</b>						
4015-513.12-00	Salaries & Wages	\$ 358,670	\$ 368,712	\$ 423,960	\$ 434,210	\$ 366,870
4015-513.12-10	Reg Wages-Temporary Empl	18,852	27,720	24,080	19,029	28,260
4015-513.14-00	Overtime-Time & One Half	4,701	2,737	5,400	3,030	2,550
4015-513.15-50	Longevity Pay	17,125	-	-	-	-
	Salaries & Wages Sub-Total	399,348	399,169	453,440	456,269	397,680
4015-513.21-00	Fica Taxes	30,422	30,100	34,690	35,369	30,430
4015-513.22-00	Retirement	34,781	35,496	42,460	34,001	26,940
4015-513.23-00	Life & Health Insurance	85,418	88,975	107,920	104,332	102,380
4015-513.24-00	Workers Compensation Ins.	42,521	26,192	24,300	21,568	26,310
4015-513.26-00	OPEB	-	2,086	-	-	-
	Benefits Sub-Total	193,142	182,849	209,370	195,270	186,060
	Total Personnel Services	592,490	582,018	662,810	651,539	583,740
<b>Operating Expenses</b>						
4015-513.32-10	Auditing And Accounting	28,697	15,000	16,500	16,500	14,630
4015-513.34-60	Uniform Rental & Laundry	672	785	800	800	800
4015-513.34-90	Other Fees & Contracts	2,250	-	3,438	3,438	-
4015-513.40-01	Employee Travel	-	-	-	-	1,770
4015-513.41-00	Communication Services	2,622	1,689	1,980	1,880	1,550
4015-513.42-10	Postage	30,107	28,478	35,203	43,200	35,000
4015-513.45-00	Liability Insurance	77,378	67,541	78,080	74,360	73,140
4015-513.46-20	Equipment Repairs	-	416	100	100	100
4015-513.46-30	Radio Maintenance	-	-	100	100	100
4015-513.46-40	Maintenance Contracts	7,362	6,744	7,570	7,570	18,480
4015-513.47-01	Printing & Binding	5,431	5,979	10,146	10,100	8,500
4015-513.49-30	Other Current Charges	97	56	250	250	250
4015-513.51-10	Office Supplies-General	4,352	3,501	3,800	3,800	3,800
4015-513.51-11	Non-Capital Office Equip	385	106	300	300	300
4015-513.52-01	Gas	3,405	3,456	5,000	4,414	4,940
4015-513.52-03	Oil & Other Lubrucants	-	-	40	70	40
4015-513.52-10	Vehicle Parts	981	922	900	984	900
4015-513.52-30	Small Tools & Supplies	143	114	160	160	160
4015-513.52-70	Special Clothing/Uniforms	415	346	490	263	490
4015-513.52-80	Tires And Tubes	608	-	300	300	300

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

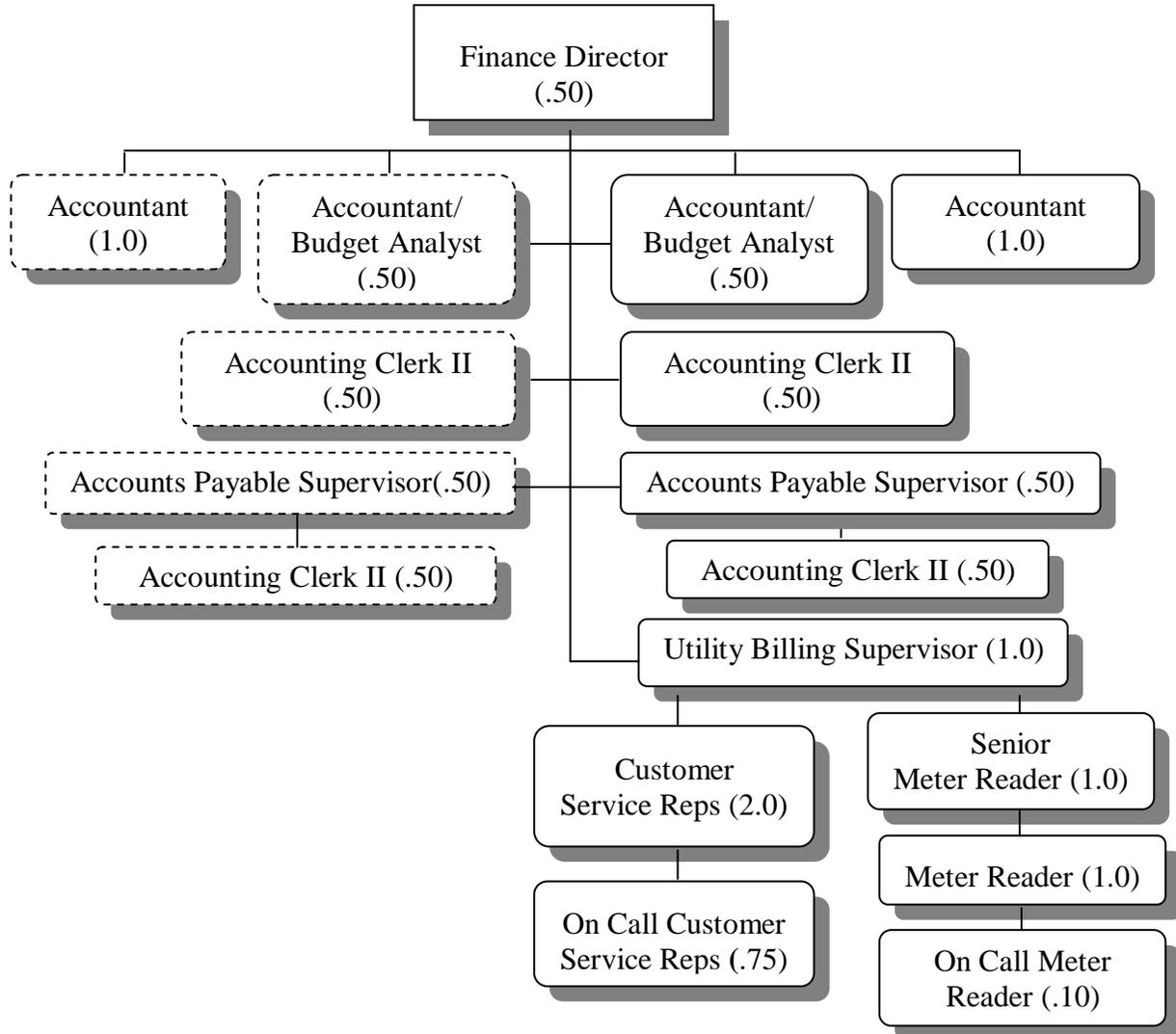
<b>Fund:</b> Water & Wastewater	<b>Department:</b> Finance	<b>Fund #:</b> 041
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
4015-513.52-90	Special Supplies	67	-	170	170	170
4015-513.54-20	Memberships & Dues	93	130	610	610	610
4015-513.54-30	Educational Costs	(185)	-	-	250	1,350
4015-513.57-00	Bad Debts	-	75	-	75	-
	Total Operating Expenses	164,880	135,338	165,937	169,694	167,380
 <b>Capital Expenses</b>						
4015-513.64-40	Special Equipment	92,405	523	40,000	-	40,000
	Total Capital Expenses	92,405	523	40,000	-	40,000
 <b>Non-Operating Expenses</b>						
4015-513.72-20	Customer Deposits	12,331	3,299	20,000	2,664	4,000
4015-513.73-00	Bond Agent Fees	2,577	2,343	2,200	2,200	2,200
	Total Non-Operating Expenses	14,908	5,642	22,200	4,864	6,200
<b>Total Water &amp; Wastewater Finance</b>		<b>\$ 864,683</b>	<b>\$ 723,521</b>	<b>\$ 890,947</b>	<b>\$ 826,097</b>	<b>\$ 797,320</b>

**Organizational Chart**

**WATER & WASTEWATER FINANCE DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Finance Director	133	0.50	0.50	0.50
Accountant/Budget Analyst (1)	125	0.50	0.50	0.50
Accountant	122	1.00	1.00	1.00
Accounts Payable Supervisor (2)	122	0.00	0.50	0.50
Utility Billing Supervisor (3)	123	0.00	1.00	1.00
Senior Customer Service Rep	121	1.00	0.00	0.00
Senior Meter Reader	117	1.00	1.00	1.00
Customer Service Rep	116	2.00	2.00	2.00
Meter Reader	115	1.00	1.00	1.00
Staff Assistant (4)	116	0.50	0.50	0.00
Accounting Clerk II (2)	116	0.00	1.00	1.00
On Call Customer Service Rep	112	0.75	0.75	0.75
On Call Meter Reader	112	0.00	0.10	0.10
<b>Total Division</b>		<b>8.25</b>	<b>9.85</b>	<b>9.35</b>

SAFETY HARBOR, FLORIDA



## INFORMATION SYSTEMS

The Information Systems Department administers the City's computers and electronic communications. The department's primary objective is to install and maintain computer systems that automate and expedite manual information management tasks. Data services include systems management, file maintenance, printing, systems backup and recovery, data security, user training, remote communications, office automation technology, computer integration and networking. Electronic communications responsibilities include cellular telephones and wired desktop telephones. Services are provided Citywide, including these facilities: City Hall, Community Center, Fire Stations 52 and 53, Library, Parks and Building Maintenance, Public Works, and Rigsby Center.



Computer services supported by Information Systems include, but are not limited to the following:

- Directory services
- Email, both transport and storage
- File storage
- Internet access
- Naviline software suite, including financials, permitting and licensing, work orders, code enforcement and document management system (DMS)
- Document imaging, providing electronic search and retention of City documents
- Online services including utility bill payment, building permit inquiries, and citizen requests
- Geographic Information System
- Library computer reservation and printing automation software
- Recreation software, including credit card transactions
- City website
- Video and audio streaming of City meetings through the website

### **Current and Prior Year Accomplishments**

Information Systems has established the current versions of Microsoft operating systems, Windows 7 and Windows Server 2008 R2, as the standard operating systems for newly deployed computers. The process of virtualizing existing physical servers is underway. This will provide City computer services in a more ecological manner, increase resiliency, and improve use of taxpayer dollars. Naviline software applications have been migrated to a hosted environment, a more cost effective manner to provide this service. A replacement telephone system, including new telephones, was purchased and installed at City Hall. This new system uses the Siemens platform and allows for future integration of telephone communications at the different City facilities. Rigsby Center is in the process of being brought online to use telephones that are connected to City Hall and use City Hall phone lines. The next step in this process is the upcoming replacement this year of the telephone system at Public Works.

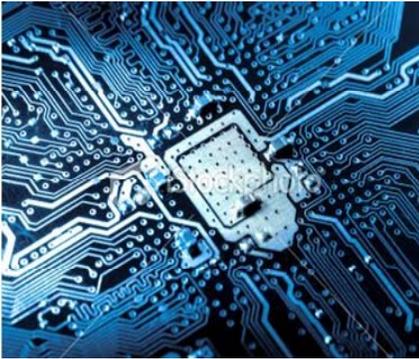


### **Fiscal Year 2012 Goals**

Information Systems will update telephone systems through replacement at facilities that are not using the Siemens platform, including the Community Center, Fire Station 52, and Parks & Building Maintenance. Once this has been completed, the process of interconnecting all facilities into a single telephone network can begin. This provides increased efficiency for staff as all telephone extensions can be accessed directly from any facility and calls can be transferred accordingly. Desktop virtualization and other technologies will be explored to increase security and lessen administrative overhead for public access computers at the Library.

### **Long-Term Vision and Future Financial Impact**

The use of computer technology by the employees, residents, and business partners of the City of Safety Harbor is increasing at a profound rate. Within the City government, computers have gone from being tools used by a few of the office employees for particular tasks to now being requisite parts of all office workstations. City field workers are in the process of moving from pen and paper to the use of computers. Citizens and businesses are increasing use of the internet to access information and transact with the City. New technologies bring increased expectation from outside entities as to the City's online presence.



All technology-related services require a steady expenditure of labor by a trained staff to keep them functioning properly. Judging by the past and current direction, the demand for data and communications services will only be increasing in the future. The addition of information technology services, along with their growing complexity, will require increased staffing levels and additional office space to accommodate them. The current Budget constraints have restricted Information Systems to focusing efforts on maintaining existing systems as best as possible while many information technology improvements are put on hold.

**INFORMATION SYSTEMS PERFORMANCE INDICATORS**  
**FUND: 041 DEPARTMENT: 4016**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 603,428	\$ 613,100	\$ 610,432	\$ 687,880
Total # of Full time Equivalent Employees	4.50	3.50	3.50	4.00
Total # of Employee Computer Users Supported	130	132	132	133
<b>Outputs</b>				
# of Computer Training Classes Provided	2	-	3	2
# of Additional Computers Installed	26	3	3	-
# of Replacement Computers Installed	33	31	43	61
<b>PC/LAN Services</b>				
# of Computer Training Classes Obtained	11	7	6	11
# of Microcomputers Supported	166	169	172	172
Ratio of Staff to Microcomputers	1:37	1:38	1:49	1:43
# of Servers Supported	19	21	24	18
Ratio of Staff to Servers Supported	1:4	1:5	1:7	1:5
# of Operating Systems Supported	5	6	5	5
# of Printers/Fax/Copiers Supported	70	70	72	72
<b>Communication Services</b>				
# of Desk Telephones Supported	137	137	138	138
# of Cell Phones	111	112	113	113
# of Data Cards Supported	5	5	5	4
<b>Efficiency</b>				
O&M Cost per Capita	\$ 34.08	\$ 36.31	\$ 36.15	\$ 40.74
O&M Cost per Full Time Equivalent Employee	\$ 134,095	\$ 175,171	\$ 174,409	\$ 171,970
# of Per Capita per Full Time Equivalent Employee	3,935	4,824	4,824	4,221

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>Water &amp; Wastewater</b>	<b>Department:</b> <b>Information Systems</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
4016-513.12-00	Salaries & Wages	\$ 241,344	\$ 203,395	\$ 201,340	\$ 204,239	\$ 228,270
4016-513.12-10	Reg Wages-Temporary Empl	198	-	-	-	-
4016-513.14-00	Overtime-Time & One Half	3,702	1,609	3,000	3,000	3,060
4016-513.15-50	Longevity Pay	2,750	-	-	-	-
	Salaries & Wages Sub-Total	247,994	205,004	204,340	207,239	231,330
4016-513.21-00	Fica Taxes	18,736	15,253	15,630	15,636	17,700
4016-513.22-00	Retirement	19,024	14,658	14,690	14,863	18,510
4016-513.23-00	Life & Health Insurance	44,661	38,405	38,500	42,697	53,800
4016-513.26-00	OPEB	-	1,252	-	-	-
	Benefits Sub-Total	82,421	69,568	68,820	73,196	90,010
	Total Personnel Services	330,415	274,572	273,160	280,435	321,340
<b>Operating Expenses</b>						
4016-513.32-30	Data Processing Services	31,946	6,570	37,000	36,760	27,200
4016-513.34-90	Other Fees & Contracts	205	3,605	4,030	4,030	4,030
4016-513.40-01	Employee Travel	1,933	1,157	-	-	3,690
4016-513.41-00	Communication Services	13,992	9,705	3,470	3,340	3,290
4016-513.44-00	Rentals & Leases	3,277	-	-	-	-
4016-513.46-01	Building Grounds Maint	-	450	500	500	500
4016-513.46-10	Outside Vehicle Repairs	-	-	400	300	400
4016-513.46-20	Equipment Repairs	305	-	400	400	400
4016-513.46-40	Maintenance Contracts	173,155	222,378	235,740	203,005	219,250
4016-513.51-10	Office Supplies-General	40	281	400	300	350
4016-513.51-11	Non-Capital Office Equipment	38,484	74,468	81,655	73,810	88,500
4016-513.51-40	Computer Papers & Supplies	4,792	2,326	4,000	4,000	4,000
4016-513.52-01	Gas	87	147	180	242	290
4016-513.52-03	Oil & Other Lubricants	-	-	60	60	60
4016-513.52-10	Vehicle Parts	-	-	500	500	500
4016-513.52-90	Special Supplies	42	-	50	50	50
4016-513.54-01	Subscriptions	149	1,393	2,230	2,230	2,230
4016-513.54-10	Publications	215	225	300	150	300
4016-513.54-20	Memberships & Dues	320	320	320	320	320
4016-513.54-30	Educational Costs	4,071	15,503	-	-	11,180
	Total Operating Expenses	273,013	338,528	371,235	329,997	366,540

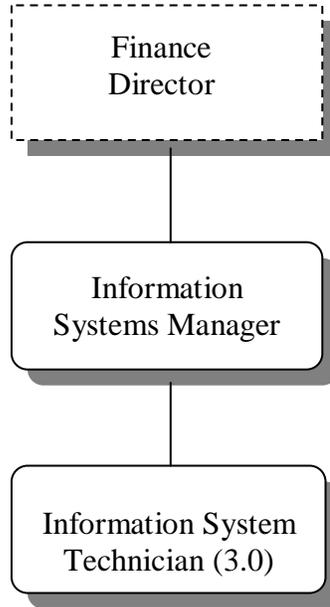
<b>Fund:</b> Water & Waste water	<b>Department:</b> Information Systems	<b>Fund #:</b> 041
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Capital Expenses</b>						
4016-513.64-40	Special Equipment	84,581	23,394	206,000	206,000	35,000
	Total Capital Expenses	84,581	23,394	206,000	206,000	35,000
	<b>Total Information Systems</b>	<b>\$ 688,009</b>	<b>\$ 636,494</b>	<b>\$ 850,395</b>	<b>\$ 816,432</b>	<b>\$ 722,880</b>

**Organizational Chart**

**INFORMATION SYSTEMS DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Information Systems Manager	128	1.00	1.00	1.00
Information System Tech	124	2.50	2.50	3.00
<b>Total Division</b>		<b>3.50</b>	<b>3.50</b>	<b>4.00</b>

## Public Works Department Water Division



The prime objective and responsibilities of the water division is to provide adequate quantities of quality water at sufficient pressures at all times to the residents of Safety Harbor through the construction, repair, inspections, and maintenance of the water system infrastructure. We conduct water sample testing for compliance with all regulations set forth by Federal, State and County agencies pertaining to potable water. Operations include maintaining 544 fire hydrants and 6,140 water meters. The City of Safety Harbor receives water from Pinellas County at two locations into our system at approximately 1.7 million gallons daily and on average; the water pressure is 55 to 70 pounds per square inch (PSI). The City currently has 75.7 miles of water mains that distribute water to a population of approximately 15,500 residents and water service area customers.

### Current and Prior Year Accomplishments

Staff members replaced and relocated fire hydrants located in the intersection of North Bay Hills Blvd and Flamingo Place. Bayshore Palms Apartments dead end 6" water main was looped and connected into an 8" water main located in the Willowick subdivision. The looping of the water system enhances water quality and provides an increase in the available water for fire protection at this complex. A new 6" PVC water main will be installed on Philippe Parkway replacing the aging asbestos cement water main.



### Fiscal Year 2012 Goals

Backflow devices continue to be installed in the Harbor Lake Industrial Park Area. The small barrel fire hydrants continue to be replaced to provide additional flow. Currently, 43 small barrel fire hydrants remain in the City's system and are scheduled for replacement. We scheduled the replacement of a 4" water meter and backflow device for Angelica Industrials. A new water main is being designed that will loop the Tangelo Grove Subdivision into Bridgeport Subdivision. This will improve the water quality for both subdivisions.

### Long-Term Vision and Future Financial Impact

Continue to provide uninterrupted quality service to everyone in Safety Harbor. We will continue to ensure water quality is at its highest standard by daily testing, flushing and the documentation of water loss. Fire protection is a top priority in the course of maintaining the City's 544 fire hydrants.

**WATER PERFORMANCE INDICATORS**

**FUND: 41 DEPARTMENT: 4035**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 2,273,796	\$ 2,244,210	\$ 2,373,653	\$ 2,533,540
Total # of Full time Equivalent Employees	8.20	8.20	8.20	8.60
<b>Outputs</b>				
# of Pipeline Repairs	113	181	180	150
# of Water Meters Installed/Replaced	10-246	2-295	4-300	8-200
# of Emergency Calls	83	69	75	70
# of Fire Hydrants Maintained	540	542	544	548
# of New Services Connected	10	2	4	8
# of Miles of Pipeline	75.7	75.8	76.0	76.3
# of Customers	7,470	7,493	7,493	7,493
<b>Efficiency</b>				
O&M Cost per mile of Distribution System	30,037	29,607	31,232	33,205
O&M Cost per Customer Account	\$ 304.39	\$ 299.51	\$ 316.78	\$ 338.12
O & M Cost per Capita	\$ 128.41	\$ 132.92	\$ 140.59	\$ 150.06
O & M Cost per Full Time Equiv. Employee	277,292	273,684	289,470	294,598
# Per Capita per Full Time Equiv. Employee	2,160	2,059	2,059	1,963

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Water & Waste water	<b>Department:</b> Water	<b>Fund #:</b> 041
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
4035-533.12-00	Salaries & Wages	\$ 379,943	\$ 396,634	\$ 397,190	\$ 463,226	\$ 418,460
4035-533.14-00	Overtime-Time & One Half	5,271	4,191	9,000	6,000	7,170
4035-533.15-50	Longevity Pay	19,000	-	-	-	-
	Salaries & Wages Sub-Total	404,214	400,825	406,190	469,226	425,630
4035-533.21-00	Fica Taxes	31,603	29,564	31,070	35,536	32,570
4035-533.22-00	Retirement	40,907	39,799	42,940	45,071	26,060
4035-533.23-00	Life & Health Insurance	95,877	99,717	102,270	102,257	115,830
4035-533.26-00	OPEB	-	3,755	-	-	-
	Benefits Sub-Total	168,387	172,835	176,280	182,864	174,460
	Total Personnel Services	572,601	573,660	582,470	652,090	600,090
<b>Operating Expenses</b>						
4035-533.34-60	Uniform Rental & Laundry	1,940	2,243	2,280	2,280	2,650
4035-533.34-90	Other Fees & Contracts	6,735	7,502	17,850	10,000	17,500
4035-533.34-92	Purchases Water/Sewer	1,686,553	1,589,473	1,743,000	1,624,000	1,813,000
4035-533.40-01	Employee Travel	93	23	290	120	200
4035-533.41-00	Communication Services	3,933	3,418	4,060	3,620	3,530
4035-533.43-00	Utilities	5,041	4,676	5,440	5,030	5,140
4035-533.44-00	Rental & Leases	1,005	1,000	1,000	1,000	1,000
4035-533.46-01	Building & Grounds Maint	1,218	1,137	1,670	1,670	1,170
4035-533.46-10	Outside Vehicle Repairs	-	472	1,000	500	1,000
4035-533.46-20	Equipment Repairs	800	528	800	800	800
4035-533.46-30	Radio Maintenance	160	250	300	300	300
4035-533.46-40	Maintenance Contracts	195	293	900	900	790
4035-533.46-90	Special Services	6,081	4,954	10,300	10,300	13,800
4035-533.49-30	Other Current Charges	563	261	330	330	320
4035-533.51-10	General Office Supplies	797	735	800	800	800
4035-533.51-11	Non-Capital Office Equip.	1,659	148	300	300	2,200
4035-533.52-01	Gas	9,430	10,333	12,150	12,154	14,240
4035-533.52-02	Diesel	1,306	1,446	2,510	2,079	2,660
4035-533.52-03	Oil & Other Lubricants	32	254	800	500	700
4035-533.52-10	Vehicle Parts	4,046	3,403	5,000	5,000	5,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Water & Waste water	<b>Department:</b> Water	<b>Fund #:</b> 041
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**EXPENDITURE DETAIL**

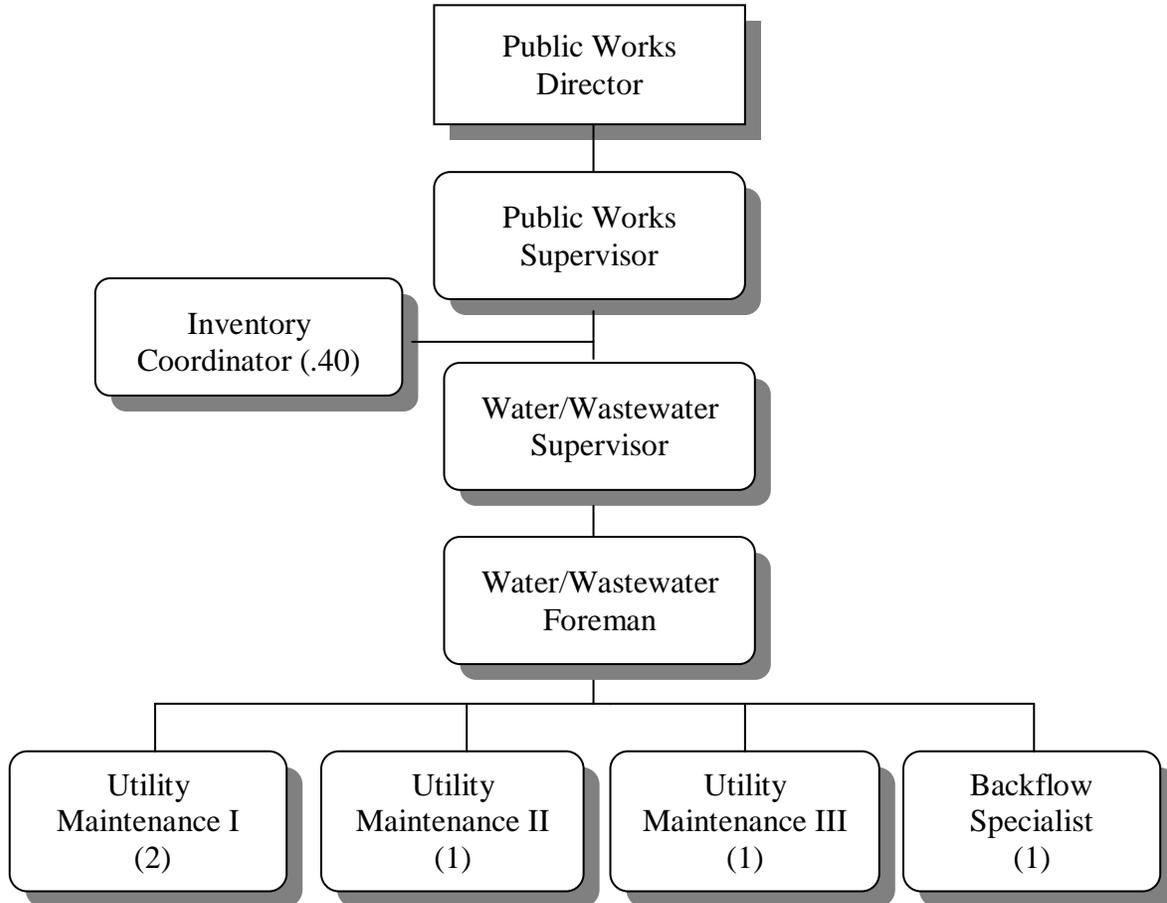
Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
4035-533.52-20	Equipment Parts	1,414	1,381	1,515	1,500	1,500
4035-533.52-30	Small Tools & Supplies	2,000	1,907	2,000	2,000	2,000
4035-533.52-40	Builders Supplies	490	434	500	500	500
4035-533.52-41	Housekeeping Supplies	100	86	100	100	100
4035-533.52-50	Chemicals	2,192	2,479	2,700	2,700	2,700
4035-533.52-70	Special Clothing/Uniforms	2,310	2,086	2,650	2,650	3,250
4035-533.52-80	Tires And Tubes	1,197	1,140	1,200	1,200	1,200
4035-533.52-90	Special Supplies	2,000	-	-	-	6,000
4035-533.52-93	Safety Supplies	993	410	1,000	1,000	1,000
4035-533.52-95	Special Supplies - W&S	(44,549)	26,297	27,100	27,000	27,000
4035-533.54-20	Memberships & Dues	15	141	200	-	-
4035-533.54-30	Educational Costs	1,446	1,640	1,730	1,230	1,400
Total Operating Expenses		1,701,195	1,670,550	1,851,475	1,721,563	1,933,450
<b>Capital Expenses</b>						
4035-533.64-01	Automotive Equipment	45,893	-	-	-	25,000
4035-533.64-30	Office Furn & Equip	-	-	7,300	7,300	-
4035-533.64-40	Special Equipment	-	24,599	42,000	37,013	5,040
Total Capital Expenses		45,893	24,599	49,300	44,313	30,040
<b>Total Water</b>		<b>\$ 2,319,689</b>	<b>\$ 2,268,809</b>	<b>\$ 2,483,245</b>	<b>\$ 2,417,966</b>	<b>\$ 2,563,580</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 2,273,796	\$ 2,244,210	\$ 2,433,945	\$ 2,373,653	\$ 2,533,540
Less Revenues Generated:					
343 Charges For Services	3,530,498	3,406,085	3,180,000	3,329,000	3,460,000
Net Unsupported Budget	<b>\$ (1,256,702)</b>	<b>\$ (1,161,875)</b>	<b>\$ (746,055)</b>	<b>\$ (955,347)</b>	<b>\$ (926,460)</b>
% Of Budget Supported By Program	155.3%	151.8%	130.7%	140.2%	136.6%

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT  
WATER DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Public Works Director	134	0.20	0.20	0.20
Public Works Supervisor	128	1.00	1.00	1.00
Water/Wastewater Supervisor	125	1.00	1.00	1.00
Water/Wastewater Foreman	120	1.00	1.00	1.00
Inventory Coordinator	119	0.00	0.00	0.40
Backflow Specialist	118	1.00	1.00	1.00
Utility Maintenance III	118	1.00	1.00	1.00
Utility Maintenance II	116	1.00	1.00	1.00
Utility Maintenance I	114	2.00	2.00	2.00
<b>Total Division</b>		<b>8.20</b>	<b>8.20</b>	<b>8.60</b>

SAFETY HARBOR, FLORIDA



## Public Works Department Wastewater Division

The primary objective of the Wastewater Division is to collect and transport approximately 1.2 million gallons of wastewater daily to the City of Clearwater Northeast Advanced Wastewater Treatment Facility safely, effectively and efficiently. Other functions include daily inspections of the 25 City owned pump stations, main line pipe repairs, lateral and service locates, television inspection, contractor site inspecting, after hour emergency calls, and general maintenance of the City's 66.3 miles of sanitary sewer system infrastructure. These daily tasks are carried out by outstanding, caring, and professional Public Works employees.



### Current and Prior Year Accomplishments

Two new 200kw standby generator and transfer switches were installed at the Public Works complex and the Master Pump Station. A 16" sanitary sewer force main was replaced over Mullet Creek with



additional shutoff valves. Baywoods Pump Station was rebuilt, and a new force main installed. Locate stations for sanitary sewer force mains and services continue to be installed. They are very beneficial during emergencies or roadway construction projects.

### Fiscal Year 2012 Goals

A new 10" force main will be installed from North Bay Hills Pump Station to the Amber Glades Pump Station. Replace and upgrade emergency generators for Fire Station 52 & City Hall and Fire Station 53/EOC.

### Long-Term Vision and Future Financial Impact

Provide uninterrupted quality service to the residents of Safety Harbor in the wastewater collection and removal and the prevention of wastewater stoppages or overflows. We work to continue a good preventive maintenance program such as the main lines inspections and the rehabilitation of the City's Pump Stations. The continued upgrade of obsolete electrical panels and mechanical components at our facilities reduce the possibility of emergencies and overtime expenses.



**WASTEWATER PERFORMANCE INDICATORS**

**FUND: 41 DEPARTMENT: 4036**

<b>Jurisdiction Data</b>	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 2,236,524	\$ 2,023,119	\$ 1,973,555	\$ 2,154,100
Total # of Full time Equivalent Employees	10.20	8.20	8.20	8.60
# of Lift Stations	25	25	25	25
<b>Outputs</b>				
# of Emergency Repair Calls	34	22	25	30
# of Repairs (Including Emergency)	54	45	50	55
Miles of Collection System Inspected	2	1	2	2
Miles of Collection System Cleaned	2	2	3	3
# of Lift Stations Repaired	97	48	50	50
# of New Service Connections	4	2	4	8
Miles of Mains in Collection System	66.30	66.30	66.30	66.47
# of Customers	8,745	8,897	8,897	8,897
<b>Efficiency</b>				
O&M Cost per Mile of Collection System	\$ 33,733	\$ 30,515	\$ 29,767	\$ 32,407
O&M per Customer Account	\$ 255.75	\$ 227.39	\$ 221.82	\$ 242.12
O&M Cost per Capita	\$ 126.30	\$ 119.82	\$ 116.89	\$ 127.58
O&M Cost per Full Time Equiv. Employee	\$ 219,267	\$ 246,722	\$ 240,677	\$ 250,477
# Per Capita per Full Time Equiv. Employee	708	675	675	675

<b>Fund:</b> <b>Water &amp; Waste water</b>	<b>Department:</b> <b>Waste water</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Personnel Services</b>						
4036-535.12-00	Salaries & Wages	\$ 393,542	\$ 281,495	\$ 299,330	\$ 305,643	\$ 327,530
4036-535.14-00	Overtime-Time & One Half	7,918	5,600	9,000	7,000	8,190
4036-535.15-50	Longevity Pay	11,750	-	-	-	-
	Salaries & Wages Sub-Total	413,210	287,095	308,330	312,643	335,720
4036-535.21-00	Fica Taxes	32,552	21,104	23,590	23,672	25,690
4036-535.22-00	Retirement	33,076	24,395	27,290	27,795	23,610
4036-535.23-00	Life & Health Insurance	146,258	74,727	101,340	88,798	101,250
4036-535.26-00	OPEB	-	2,920	-	-	-
	Benefits Sub-Total	211,886	123,146	152,220	140,265	150,550
	Total Personnel Services	625,096	410,241	460,550	452,908	486,270
<b>Operating Expenses</b>						
4036-535.34-60	Uniform Rental & Laundry	3,073	2,568	2,600	2,600	2,600
4036-535.34-90	Other Fees & Contracts	63,722	56,489	72,000	72,000	67,670
4036-535.34-92	Purchases Water/Sewer	1,439,038	1,428,651	1,583,000	1,312,000	1,458,000
4036-535.40-01	Employee Travel	135	14	270	110	110
4036-535.41-00	Communication Services	4,091	3,496	4,070	3,730	3,710
4036-535.43-00	Utility Services	60,088	62,469	65,870	61,970	64,130
4036-535.44-00	Rental & Leases	1,295	1,300	1,300	1,300	1,300
4036-535.46-01	Building & Grounds Maint	1,308	5,249	1,470	1,470	980
4036-535.46-10	Outside Vehicle Repairs	315	853	1,000	1,000	1,000
4036-535.46-20	Equipment Repairs	2,000	789	2,000	2,000	2,000
4036-535.46-30	Radio Maintenance	469	420	500	400	500
4036-535.46-40	Maintenance Contracts	416	576	870	870	760
4036-535.46-90	Special Services	6,500	7,188	9,060	9,060	8,500
4036-535.49-30	Other Current Charges	482	312	440	440	240
4036-535.51-10	General Office Supplies	990	920	1,000	1,000	1,000
4036-535.51-11	Non-Capital Office Equip	221	3,950	1,400	1,400	200
4036-535.52-01	Gas	4,169	3,806	8,970	4,721	5,580
4036-535.52-02	Diesel	5,436	6,480	9,520	7,926	9,730
4036-535.52-03	Oil & Other Lubricants	142	347	520	500	500
4036-535.52-10	Vehicle Parts	6,415	3,726	6,000	5,000	6,000
4036-535.52-20	Equipment Parts	3,904	3,579	4,000	4,000	4,000
4036-535.52-30	Small Tools & Supplies	3,000	2,926	3,000	3,000	3,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Water & Waste water	<b>Department:</b> Waste water	<b>Fund #:</b> 041
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**EXPENDITURE DETAIL**

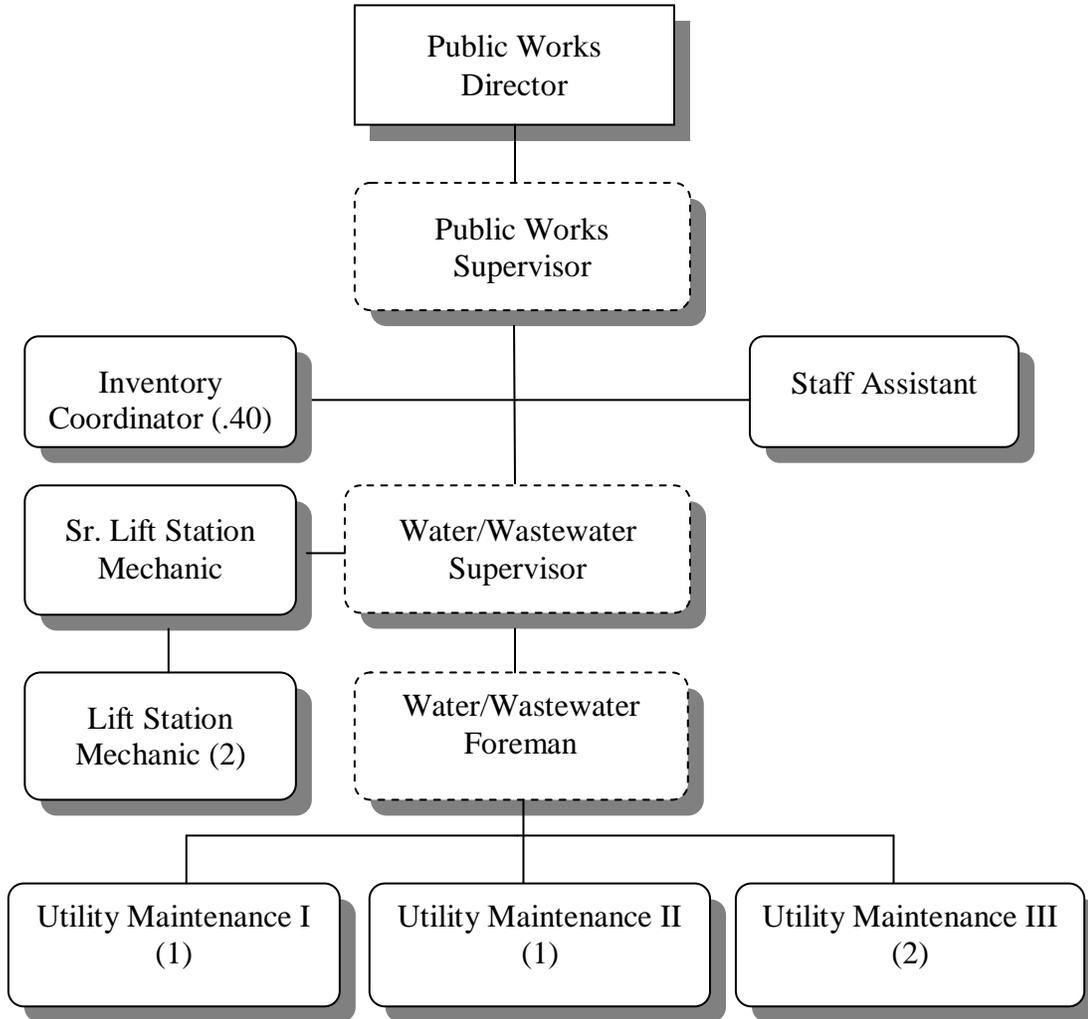
Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
4036-535.52-40	Builders Supplies	949	1,000	1,000	1,000	1,000
4036-535.52-41	Housekeeping Supplies	200	198	200	200	200
4036-535.52-50	Chemicals	2,000	621	2,000	1,500	2,000
4036-535.52-70	Special Clothing/Uniforms	2,675	1,694	2,700	2,500	2,700
4036-535.52-80	Tires & Tubes	2,600	2,600	2,600	2,600	2,600
4036-535.52-90	Special Supplies	(17,970)	1,983	2,000	2,000	3,000
4036-535.52-93	Safety Supplies	1,418	1,219	1,500	1,500	1,500
4036-535.52-95	Special Supplies - W&S	9,722	6,926	12,500	12,500	12,500
4036-535.54-30	Educational Costs	2,625	529	1,640	350	820
Total Operating Expenses		1,611,428	1,612,878	1,805,000	1,520,647	1,667,830
 <b>Capital Expenses</b>						
4036-535.63-00	Improv Other Than Bldgs	-	10,461	-	-	-
4036-535.64-01	Automotive Equipment	-	-	-	-	25,000
4036-535.64-40	Special Equipment	4,948	69,853	35,000	34,700	5,040
Total Capital Expenses		4,948	80,314	35,000	34,700	30,040
<b>Total Wastewater</b>		<b>\$ 2,241,472</b>	<b>\$ 2,103,433</b>	<b>\$ 2,300,550</b>	<b>\$ 2,008,255</b>	<b>\$ 2,184,140</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 2,236,524	\$ 2,023,119	\$ 2,265,550	\$ 1,973,555	\$ 2,154,100
Less Revenues Generated:					
343 & 349 Charges For Services	4,344,775	4,672,001	4,483,000	4,643,120	4,869,200
Net Unsupported Budget	<b>\$ (2,108,251)</b>	<b>\$ (2,648,882)</b>	<b>\$ (2,217,450)</b>	<b>\$ (2,669,565)</b>	<b>\$ (2,715,100)</b>
% Of Budget Supported By Program	194.3%	230.9%	197.9%	235.3%	226.0%

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT  
WASTEWATER DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Public Works Director	134	0.20	0.20	0.20
Sr. Lift Station Mechanic	120	1.00	1.00	1.00
Lift Station Mechanic	119	2.00	2.00	2.00
Inventory Coordinator	119	0.00	0.00	0.40
Utility Maintenance III *	118	2.00	2.00	2.00
Utility Maintenance II *	116	1.00	1.00	1.00
Utility Maintenance I	114	1.00	1.00	1.00
Staff Assistant	116	1.00	1.00	1.00
<b>Total Division</b>		<b>8.20</b>	<b>8.20</b>	<b>8.60</b>

SAFETY HARBOR, FLORIDA



<b>Fund:</b> <b>Water &amp; Wastewater</b>	<b>Department:</b> <b>Non-Classified</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
<b>Water &amp; Wastewater Fixed Assets</b>						
4090-583.69-00	Reclassify Account	(175,170)	(120,154)	-	-	-
	Total Water & Wastewater Fixed Assets	(175,170)	(120,154)	-	-	-
<b>Non-Operating Expenses</b>						
4094-584.71-01	Principal Payment	-	-	30,400	-	-
4094-584.72-01	Interest Payment	3,562	2,899	1,230	1,420	-
	Total Non-Operating Expenses	3,562	2,899	31,630	1,420	-
<b>Internal Services</b>						
4094-590.94-01	Administration Fee Reimb	403,506	251,258	235,780	235,780	232,900
4094-590.94-25	Engineering Fee Reimb.	208,490	163,356	167,150	167,150	140,050
4094-590.94-33	Bldg & Fleet Maint. Reimb	173,639	140,186	135,570	135,570	123,360
	Total Internal Services	785,635	554,800	538,500	538,500	496,310
<b>Operating Expenses</b>						
4095-581.58-00	Depreciation Expense	894,459	881,904	1,104,230	1,029,674	1,149,670
	Total Operating Expenses	894,459	881,904	1,104,230	1,029,674	1,149,670
<b>Other Expenditures</b>						
4095-581.72-50	Amortization Exp Bond Dis	3,621	(5,698)	16,780	500	500
4095-581.91-20	1993 W&S Rev Bd Sinking	350,903	91,250	188,750	188,750	-
4095-581.91-22	To Bank Of America Credit	467,082	140,000	7,940	7,940	423,640
4095-581.91-43	Tsfr To Reuse Water Fund	-	100,493	-	43,600	-
4095-581.91-48	Tsfr To W&S R&R Fund	1,452,672	1,020,000	300,000	300,000	2,888,200
	Total Other Expenditures	2,274,278	1,346,045	513,470	540,790	3,312,340
<b>Non-Classified</b>						
4099-588.99-01	Fund Reserve	-	-	7,266,630	9,018,316	6,877,860
	Total Non-Classified	-	-	7,266,630	9,018,316	6,877,860
<b>Total Water &amp; Wastewater Fund</b>		<b>\$ 9,896,617</b>	<b>\$ 8,397,751</b>	<b>\$ 15,979,597</b>	<b>\$ 17,197,450</b>	<b>\$ 18,104,100</b>

## SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> <b>Reclaimed Water</b>	<b>Department:</b>	<b>Fund #:</b> <b>043</b>
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Acct #	Account Description	Adjusted			Adopted
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12

**REVENUE DETAIL**

**Miscellaneous Revenue**

4000-361.01-00	Investments	\$ 14,494	\$ 15,408	\$ 13,700	\$ 9,780	\$ 9,520
4000-361.50-00	Market Value Adj	3,072	11,735		-	
Total Miscellaneous Revenue		17,566	27,143	13,700	9,780	9,520

**Miscellaneous Revenue**

4000-381.41-00	Tsfr From W&S Revenue Fund	-	100,493	-	43,600	-
4000-389.01-00	Balance Carryforward	-	-	390,910	504,910	558,290
Total Miscellaneous Revenue		-	100,493	390,910	548,510	558,290

<b>Total Reclaimed Water Revenue</b>	<b>\$ 17,566</b>	<b>\$ 127,636</b>	<b>\$ 404,610</b>	<b>\$ 558,290</b>	<b>\$ 567,810</b>
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**EXPENDITURE DETAIL**

**Non-Classified**

4035-533.99-01	Fund Reserve	\$ -	\$ -	\$ 404,610	\$ 558,290	\$ 567,810
Total Non-Classified		-	-	404,610	558,290	567,810

<b>Total Reclaimed Water</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 404,610</b>	<b>\$ 558,290</b>	<b>\$ 567,810</b>
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SAFETY HARBOR, FLORIDA



**FUND 047 - WASTEWATER DEVELOPMENT**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Charges For Services</b>						
4000-343.09-90	Sewer Development Fees	\$ 2,400	\$ 3,100	\$ 3,000	\$ 900	\$ 900
	Total Charges For Services	2,400	3,100	3,000	900	900
<b>Miscellaneous Revenue</b>						
4000-361.01-00	Investments	28,264	29,749	26,400	19,550	19,040
4000-361.50-00	Market Value Adj	5,975	22,630	-	-	
	Total Miscellaneous Revenue	34,239	52,379	26,400	19,550	19,040
<b>Miscellaneous Revenue</b>						
4000-389.01-00	Balance Carryforward	-	-	746,830	778,620	792,070
	Total Miscellaneous Revenue	-	-	746,830	778,620	792,070
	<b>Total Wastewater Development Revenue</b>	<b>\$ 36,639</b>	<b>\$ 55,479</b>	<b>\$ 776,230</b>	<b>\$ 799,070</b>	<b>\$ 812,010</b>

**EXPENDITURE DETAIL**

<b>Operating Expenses</b>						
4036-535.52-95	Special Supplies - W&S	\$ 9,978	\$ 4,348	\$ 10,000	\$ 7,000	\$ 10,000
	Total Operating Expenses	9,978	4,348	10,000	7,000	10,000
<b>Non-Classified</b>						
4099-588.99-02	Reserved For Future Exp	-	-	766,230	792,070	802,010
	Total Non-Classified	-	-	766,230	792,070	802,010
	<b>Total Wastewater Development Fund</b>	<b>\$ 9,978</b>	<b>\$ 4,348</b>	<b>\$ 776,230</b>	<b>\$ 799,070</b>	<b>\$ 812,010</b>

SAFETY HARBOR, FLORIDA



**FUND 048 - WATER & WASTEWATER RENEWAL & REPLACEMENT**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End Budget 2011-12	
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
4000-361.01-00	Investments	\$ 8,938	\$ 22,875	\$ 500	\$ 29,330	\$ 28,570
4000-361.50-00	Market Value Adj	49	49,349	-	-	-
	Total Miscellaneous Revenue	8,987	72,224	500	29,330	28,570
<b>Miscellaneous Revenue</b>						
4000-369.09-00	Miscellaneous Revenue	8,740	5,825	8,700	3,400	3,400
	Total Miscellaneous Revenue	8,740	5,825	8,700	3,400	3,400
<b>Miscellaneous Revenue</b>						
4000-381.41-00	Tsfr From W&S Revenue Fund	-	1,020,000	300,000	300,000	2,888,200
4000-384.22-00	Line Of Credit	1,452,672	-	-	-	-
4000-389.01-00	Balance Carryforward	-	-	2,037,604	2,984,078	1,647,930
	Total Miscellaneous Revenue	1,452,672	1,020,000	2,337,604	3,284,078	4,536,130
<b>Total Water &amp; Wastewater Renewal &amp; Replacement</b>		<b>\$ 1,470,399</b>	<b>\$ 1,098,049</b>	<b>\$ 2,346,804</b>	<b>\$ 3,316,808</b>	<b>\$ 4,568,100</b>

<b>Fund:</b> <b>Water &amp; Wastewater Renewal &amp; Replacement</b>	<b>Department:</b> <b>Water &amp; Wastewater</b>	<b>Fund #:</b> <b>048</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>Water Operating Expenses</b>						
4035-533.52-20	Equipment Parts	\$ 7,586	\$ 4,696	\$ 12,380	\$ 8,000	\$ 12,380
4035-533.52-95	Special Supplies - W&S	46,942	49,067	60,287	60,000	60,000
4035-533.59-99	Construction In Progress	(3,436)	-	-	-	-
	Total Operating Expenses	51,092	53,763	72,667	68,000	72,380
<b>Capital Expenses</b>						
4035-533.63-00	Improv Other Than Bldgs	7,068	146,492	818,413	780,230	70,000
	Total Capital Expenses	7,068	146,492	818,413	780,230	70,000
	<b>Total Water</b>	<b>\$ 58,160</b>	<b>\$ 200,255</b>	<b>\$ 891,080</b>	<b>\$ 848,230</b>	<b>\$ 142,380</b>
<b>Wastewater Operating Expenses</b>						
4036-535.34-90	Other Fees & Contracts	-	-	15,000	-	15,000
4036-535.46-20	Equipment Repairs	8,575	3,569	9,220	6,000	9,220
4036-535.52-20	Equipment Parts	16,614	10,974	16,600	12,000	16,600
4036-535.52-95	Special Supplies - W&S	45,503	19,061	19,470	14,000	19,470
4036-535.59-99	Construction In Progress	(8,730)	-	-	-	-
	Total Operating Expenses	61,962	33,604	60,290	32,000	60,290
<b>Capital Expenses</b>						
4036-535.63-00	Improv Other Than Bldgs	635,621	677,972	833,650	788,650	3,200,000
4036-535.64-40	Special Equipment	-	46,820	-	-	-
	Total Capital Expenses	635,621	724,792	833,650	788,650	3,200,000
	<b>Total Wastewater</b>	<b>\$ 697,583</b>	<b>\$ 758,396</b>	<b>\$ 893,940</b>	<b>\$ 820,650</b>	<b>\$ 3,260,290</b>
<b>Water &amp; Wastewater Fixed Assets</b>						
4090-583.69-00	Reclassify Account	(636,984)	(871,285)	-	-	-
	Water & Wastewater Fixed Assets	(636,984)	(871,285)	-	-	-
<b>Non-Classified</b>						
4099-588.99-02	Reserved For Future Exp	-	-	561,784	1,647,928	1,165,430
	Total Non-Classified	-	-	561,784	1,647,928	1,165,430
	<b>Total Water &amp; Wastewater Renewal &amp; Replacement</b>	<b>\$ 118,759</b>	<b>\$ 87,366</b>	<b>\$ 2,346,804</b>	<b>\$ 3,316,808</b>	<b>\$ 4,568,100</b>

**FUND 077- WASTEWATER ASSESSMENT**

Acct #	Account Description	Adjusted			Adopted	
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Miscellaneous Revenue</b>						
4000-361.01-00	Investments	-	-	-	3,260	3,170
4000-389.01-00	Balance Carryforward	-	-	15,610	15,610	18,870
Total Miscellaneous Revenue		-	-	15,610	18,870	22,040
<b>Total Wastewater Assessment Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,610</b>	<b>\$ 18,870</b>	<b>\$ 22,040</b>

<b>EXPENDITURE DETAIL</b>						
<b>Non-Classified</b>						
4095-581.99-01	Fund Reserve	-	-	15,610	18,870	22,040
Total Non-Classified		-	-	15,610	18,870	22,040
<b>Total Wastewater Assessment</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,610</b>	<b>\$ 18,870</b>	<b>\$ 22,040</b>

SAFETY HARBOR, FLORIDA



## Public Works Department Sanitation Division

The Sanitation Division encompasses five programs: Residential Service, Commercial Dumpster Service, Curbside Recycling Service, Drop-off Recycling Sites and Special Pick-up Service. The Residential Service Program provides twice a week curbside garbage collection in 90-gallon automated collection containers, once a week bulk items collection and Wednesday yard-waste collection. The division collects approximately 6,800 homes averaging 8,500 tons of garbage a year. Approximately 950 tons of yard waste is hauled and processed into free mulch for the residents. The Commercial Dumpster Service collects approximately 4,100 tons per year. All of the City's apartments and townhomes are also collected by our commercial routes. These businesses and communities all vary in service from once per week to five days a week collecting either 2 yard, 4 yard, 6 yard, or 8 yard dumpsters. The Curbside Recycling Service is collected once a week in 19 gallon green recycling bins. Residents average about 2 bins per household. The program collects approximately 250 tons of newspaper, 300 tons of mixed paper, 90 tons of #1 & #2 plastic bottles and 30 tons of aluminum/steel cans. The apartment complexes receive the same service but are collected in 90 gallon totes. There are two drop off recycling sites in Safety Harbor where residents can drop off newspaper, mixed paper, cardboard, aluminum/tin cans, glass and #1 & #2 plastic bottles. These sites contained a total of 240 tons of recycling. The Special Pick-up Service provides collection to the community for services that do not fall under the curbside collection requirements. These services entail an additional cost to the residents for the services provided. These include large amounts of yard waste collection, trash collection, clean up dumpster services and appliance collections.



### **Current and Prior Year Accomplishments**

The Sanitation and Administrative staff has been promoting our curbside recycling program and will continue to do so. The division has increased the number of businesses participating in the recycling program for corrugated cardboard. The division has also refurbished multiple commercial dumpsters, which were in need of repairs.



### **Fiscal Year 2012 Goals**

In 2012 the Sanitation Division is planning to identify those businesses that have outside services both commercial and recycling and devise a plan to bring them back to City services. If outside services are required, a fee tracking process procedure will be established.

### **Long-Term Vision and Future Financial Impact**

The Division will continue to provide, reliable service to the residential and commercial customers. The staff will continue to encourage recycling throughout the City to continue to increase revenue generated from commodities collected, increase landfill diversion and to cut operational costs.

**SANITATION PERFORMANCE INDICATORS**  
**FUND: 044 DEPARTMENT: 4532**

	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>	<b>Adopted 2011-12</b>
<b>Jurisdiction Data</b>				
Population	17,708	16,884	16,884	16,884
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	184.50	176.05	179.85	173.35
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 2,123,351	\$ 2,119,762	\$ 2,201,793	\$ 2,313,330
Total # of Full time Equivalent Employees	20.15	19.15	19.15	19.35
Total # of Collection Vehicles Used	14	14	14	14
<b>Solid Waste Outputs</b>				
Tons of Refuse Collected	13,769	13,000	12,604	12,500
# of Trips to Resource Facility Commercial	506	496	534	500
# of Trips to Resource Facility Residential	1,299	1,229	1,170	1,200
Total # of All Trips	1,942	1,725	1,704	1,700
# of Yard Waste Specials	189	91	72	80
# of Commercial Dumpster Specials	88	53	80	80
# of Temporary Dumpsters	235	210	150	200
<b>Recycling</b>				
Recycling Bins Delivered	319	465	250	300
Tons of Material Collected Curbside	947	710	715	725
Tons of Material Collected at Drop Off Sites	191	242	234	250
Total of Yard Waste Collected in Tons	767	1,277	764	800
# of Freon Units Recovered	34	11	10	10
Scrap Metal Collected in Tons	50	37	28	25
<b>Efficiency</b>				
O&M Cost per Ton	\$ 154.21	\$ 163.06	\$ 174.69	\$ 185.07
O&M Cost per Capita	\$ 119.91	\$ 125.55	\$ 130.41	\$ 137.01
O & M Cost per Full Time Equiv. Employee	\$ 105,377	\$ 110,693	\$ 114,976	\$ 119,552
# Per Capita per Full Time Equiv. Employee	879	882	882	873

**FUND 044 - SANITATION**

Acct #	Account Description	Actual		Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget 2010-11	Year End	Budget 2011-12
<b>REVENUE DETAIL</b>						
<b>Permits, Fees &amp; Special Assessments</b>						
4500-323.07-00	Solid Waste Franchise Fee	\$ 38,290	\$ 29,928	\$ 30,800	\$ 30,420	\$ 30,000
Total Permits, Fees & Special Assessments		38,290	29,928	30,800	30,420	30,000
<b>Intergovernmental</b>						
4500-334.20-00	Local Grants	13,429	13,439	13,430	13,455	13,400
Total Intergovernmental		13,429	13,439	13,430	13,455	13,400
<b>Charges For Services</b>						
4500-343.09-70	Industrial Surcharge	835	1,060		200	200
4500-343.40-10	Sanitation/Refuse Charges	2,656,511	2,781,078	2,785,000	2,804,290	2,800,000
Total Charges For Services		2,657,346	2,782,138	2,785,000	2,804,490	2,800,200
<b>Miscellaneous Revenue</b>						
4500-361.01-00	Investments	9,149	18,258	5,700	14,670	14,280
4500-361.50-00	Market Value Adj	496	34,033	-	-	-
4500-364.01-10	Gain/Loss From Sale/Disp	-	4,376	-	6,520	-
4500-365.01-00	Scrap Sales	-	-	-	680	-
4500-365.09-10	Recycling Sales	38,318	69,941	47,200	86,970	87,000
4500-369.02-00	Claims/Insur Settlements	-	10,546	-	-	-
Total Miscellaneous Revenue		47,963	137,154	52,900	108,840	101,280
<b>Miscellaneous Revenue</b>						
4500-389.01-00	Balance Carryforward	-	-	575,686	1,152,640	1,195,080
Total Miscellaneous Revenue		-	-	575,686	1,152,640	1,195,080
<b>Total Sanitation Revenue</b>		<b>\$ 2,757,028</b>	<b>\$ 2,962,659</b>	<b>\$ 3,457,816</b>	<b>\$ 4,109,845</b>	<b>\$ 4,139,960</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Sanitation	<b>Department:</b> Sanitation	<b>Fund #:</b> 044
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Personnel Services</b>						
4532-534.12-00	Salaries & Wages	\$ 722,013	\$ 725,823	\$ 740,120	\$ 711,069	\$ 744,330
4532-534.12-10	Reg Wages-Temporary Empl	26,930	25,525	28,000	28,000	28,000
4532-534.14-00	Overtime-Time & One Half	18,740	18,654	27,200	27,200	27,570
4532-534.15-50	Longevity Pay	25,500	-	-	-	-
	Salaries & Wages Sub-Total	793,183	770,002	795,320	766,269	799,900
4532-534.21-00	Fica Taxes	55,934	53,634	58,700	56,551	59,060
4532-534.22-00	Retirement	66,027	65,323	70,170	67,308	51,250
4532-534.23-00	Life & Health Insurance	236,435	244,010	263,670	237,350	251,190
4532-534.24-00	Workers Comp Insurance	65,090	42,298	39,240	34,831	42,530
4532-534.26-00	OPEB	-	6,932	-	-	-
	Benefits Sub-Total	423,486	412,197	431,780	396,040	404,030
	Total Personnel Services	1,216,669	1,182,199	1,227,100	1,162,309	1,203,930
<b>Operating Expenses</b>						
4532-534.32-10	Auditing & Accounting	3,050	3,227	3,700	3,700	3,280
4532-534.34-60	Uniform Rental & Laundry	5,181	5,458	5,040	5,040	4,760
4532-534.34-80	Landfill Fees	528,577	535,548	681,000	580,000	600,000
4532-534.34-81	Recycling Fees	-	-	1,000	1,000	1,000
4532-534.34-90	Other Fees/Contracts	1,616	907	8,450	970	8,470
4532-534.40-01	Employee Travel	307	664	820	500	1,960
4532-534.41-00	Communication Services	5,381	4,382	4,960	4,440	4,440
4532-534.43-00	Utilities	4,936	5,017	5,460	5,030	5,140
4532-534.45-00	General Liability Insur	97,602	89,591	103,560	98,630	96,810
4532-534.46-01	Bldg & Grounds Maintenance	1,661	431	4,900	4,900	890
4532-534.46-10	Outside Vehicle Repairs	16,405	29,305	46,000	30,000	40,000
4532-534.46-20	Equipment Repairs	9,576	10,000	10,000	9,000	10,000
4532-534.46-30	Radio Maintenance	181	389	400	400	400
4532-534.46-40	Maintenance Contracts	59	128	620	620	510
4532-534.47-00	Printing & Binding	456	650	650	650	650
4532-534.49-30	Other Current Charges	464	336	840	840	540
4532-534.49-34	Grant Expenditures	13,377	12,572	13,360	13,360	13,360

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

<b>Fund:</b> Sanitation	<b>Department:</b> Sanitation	<b>Fund #:</b> 044
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**EXPENDITURE DETAIL**

Acct #	Account Description	Adjusted			Adopted
		Actual 2008-09	Actual 2009-10	Budget 2010-11	Estimated Year End 2011-12
4532-534.51-10	Office Supplies-General	470	502	600	600
4532-534.52-01	Gas	2,789	2,700	5,270	2,950
4532-534.52-02	Diesel	86,075	103,654	130,700	132,044
4532-534.52-03	Oil & Other Lubricants	5,220	4,390	8,150	6,000
4532-534.52-10	Vehicle Parts	31,921	39,373	40,626	40,000
4532-534.52-20	Equipment Parts	8,744	14,426	18,000	16,000
4532-534.52-30	Small Tools & Supplies	850	665	1,850	1,850
4532-534.52-41	Housekeeping Supplies	346	334	500	500
4532-534.52-50	Chemicals	1,284	1,542	2,330	2,330
4532-534.52-70	Special Clothing/Uniforms	4,695	3,907	4,580	4,580
4532-534.52-80	Tires & Tubes	38,327	45,575	55,950	40,000
4532-534.52-90	Special Supplies	34,523	18,092	34,910	30,000
4532-534.52-93	Safety Supplies	1,059	1,691	2,200	2,200
4532-534.54-20	Memberships & Dues	467	342	650	650
4532-534.54-30	Educational Costs	1,083	1,765	500	700
Total Operating Expenses		906,682	937,563	1,197,576	1,039,484
<b>Capital Expenses</b>					
4532-534.62-00	Buildings	-	-	-	200,000
4532-534.64-01	Automotive Equipment	17,005	224,150	250,000	215,000
4532-534.64-30	Office Furniture & Equip	-	-	2,800	-
4532-534.64-40	Special Equipment	161,475	-	-	5,040
Total Capital Expenses		178,480	224,150	252,800	420,040
<b>Non-Operating Expenses</b>					
4532-534.72-20	Interest-Customer Deposit	1,517	367	1,000	500
Total Non-Operating Expenses		1,517	367	1,000	500
<b>Total Sanitation</b>		<b>\$ 2,303,348</b>	<b>\$ 2,344,279</b>	<b>\$ 2,678,476</b>	<b>\$ 2,430,593</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 2,123,351	\$ 2,119,762	\$ 2,424,676	\$ 2,201,793	\$ 2,313,330
Less Revenues Generated:					
313 Franchise Fees	38,290	29,928	30,800	30,420	30,000
334 Local Grants	13,429	13,439	13,430	13,455	13,400
343 Physical Environment	2,657,346	2,782,138	2,785,000	2,804,490	2,800,200
Net Unsupported Budget	<b>\$ (585,714)</b>	<b>\$ (705,743)</b>	<b>\$ (404,554)</b>	<b>\$ (646,572)</b>	<b>\$ (530,270)</b>
% Of Budget Supported By Program	127.6%	133.3%	116.7%	129.4%	122.9%

CITY OF SAFETY HARBOR  
ADOPTED FY 2011/2012 BUDGET

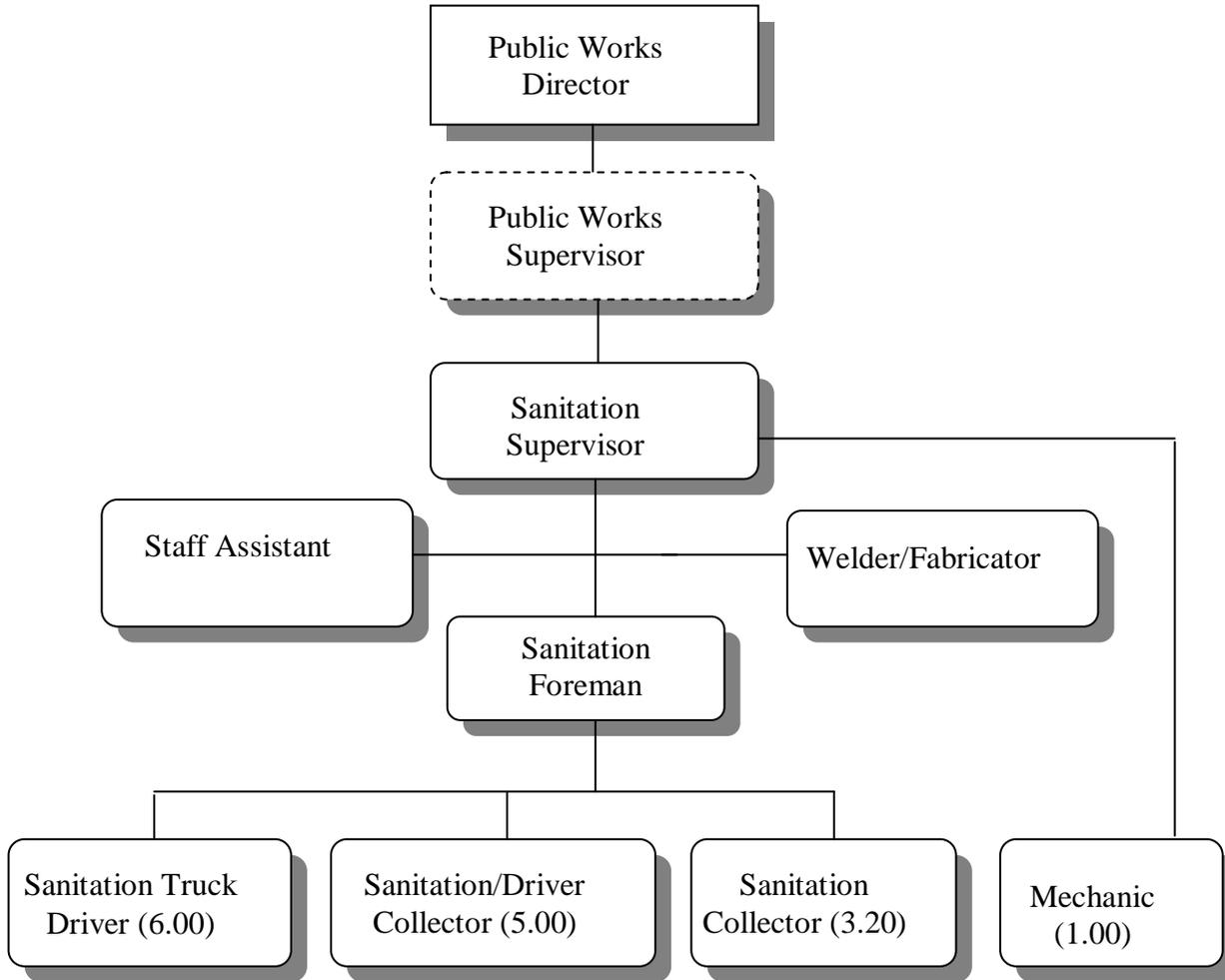
<b>Fund:</b> <b>Sanitation</b>	<b>Department:</b> <b>Sanitation</b>	<b>Fund #:</b> <b>044</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2008-09	Actual 2009-10	Adjusted Budget 2010-11	Estimated Year End	Adopted Budget 2011-12
<b>Sanitation Fixed Assets</b>						
4590-583.69-00	Reclassify Account	(178,105)	(224,150)	-	-	-
	Total Sanitation Fixed Assets	(178,105)	(224,150)	-	-	-
<b>Non-Operating Expenses</b>						
4594-584.71-01	Principal Payment	-	-	36,340	-	37,935
4594-584.72-01	Interest Payment	2,806	8,599	1,780	2,235	330
	Total Non-Operating Expenses	2,806	8,599	38,120	2,235	38,265
<b>Internal Services</b>						
4594-590.94-01	Administration Fee Reimb	256,893	179,852	168,770	168,770	166,710
4594-590.94-16	Data Processing Fee Reimb	88,929	13,623	13,330	13,330	14,230
4594-590.94-33	Bldg & Fleet Maint. Reimb	61,896	57,358	55,470	55,470	50,470
	Total Internal Services	407,718	250,833	237,570	237,570	231,410
<b>Non-Operating Expenses</b>						
4595-581.58-00	Depreciation Expense	207,822	217,635	255,890	243,285	269,285
	Total Non-Operating Expenses	207,822	217,635	255,890	243,285	269,285
<b>Other Expenditures</b>						
4595-581.72-50	Amortization Exp Bond Dis	42	42	90	90	90
4595-581.91-22	To Bank Of America Credit	172,038	53,506	990	990	52,360
	Total Other Expenditures	172,080	53,548	1,080	1,080	52,450
<b>Non-Classified</b>						
4599-588.99-01	Fund Reserve	-	-	246,680	1,195,082	814,680
	Total Non-Classified	-	-	246,680	1,195,082	814,680
<b>Total Sanitation Fund</b>		<b>\$ 2,915,669</b>	<b>\$ 2,650,744</b>	<b>\$ 3,457,816</b>	<b>\$ 4,109,845</b>	<b>\$ 4,139,960</b>

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT  
SANITATION DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 09/10	ADOPTED FY 10/11	ADOPTED FY 11/12
Public Works Director	134	0.15	0.15	0.15
Sanitation Supervisor	125	1.00	1.00	1.00
Sanitation Foreman	119	1.00	1.00	1.00
Welder/Fabricator	119	1.00	1.00	1.00
Sanitation Truck Driver	118	6.00	6.00	6.00
Sanitation Driver/Collector	116	5.00	5.00	4.00
Staff Assistant	116	1.00	1.00	1.00
Sanitation Collector	114	3.00	3.00	4.20
Mechanic	119	1.00	1.00	1.00
<b>Total Division</b>		<b>19.15</b>	<b>19.15</b>	<b>19.35</b>

SAFETY HARBOR, FLORIDA



**PAY CLASSIFICATIONS AND ADOPTED PAY PLAN**

<b>CLASSIFICATION TITLE</b>	<b>PAY GRADE</b>	<b>SALARY RANGE</b>
Accountant/Budget Analyst	125	\$20.17 - \$32.42
Accounting Clerk II	116	\$13.01 - \$20.90
Accounts Payable Supervisor	122	\$17.43 - \$27.99
Administrative Assistant	119	\$15.06 - \$24.19
Administrative Coordinator	121	\$16.59 - \$26.68
Assistant City Manager	135	\$32.85 - \$52.89
Assistant Finance Director	128	\$23.35 - \$37.51
Backflow Specialist	118	\$14.34 - \$23.05
Building Inspector	124	\$19.21 - \$30.88
Building Maintenance Foreman	120	\$15.81 - \$25.40
Building Maintenance Supervisor	125	\$20.17 - \$32.42
Building Official	130	\$25.74 - \$41.35
City Engineer	134	\$31.29 - \$50.38
Circulation Supervisor	121	\$16.59 - \$26.68
City Clerk	130	\$25.74 - \$41.35
Code Enforcement Officer	120	\$15.81 - \$25.40
Communications Manager	125	\$20.17 - \$32.42
Community Development Director	133	\$29.80 - \$47.98
Company Officer	01	\$18.45 - \$24.80
Company Officer/Paramedic	02	\$19.37 - \$26.03
Construction Inspector	121	\$16.59 - \$26.68
Custodian	111	\$10.20 - \$16.37
Customer Service Rep	116	\$13.01- \$20.90
Deputy City Clerk	121	\$16.59 - \$26.68
Engineering/Planning Tech	119	\$15.06 - \$24.19
Executive Assistant To The City Manager	122	\$17.43 - \$27.99
Finance Director	133	\$29.80 - \$47.98
Fire Chief	133	\$29.80 - \$47.98
Fire Marshal	130	\$25.74 - \$41.35
Fire Medic	F3	\$14.49 - \$22.06
Firefighter/Emt	F2	\$12.57 - \$18.97
Fleet Foreman	120	\$15.81 - \$25.40
Fleet Maintenance Supervisor	125	\$20.17 - \$32.42

**PAY CLASSIFICATIONS AND ADOPTED PAY PLAN**

<b>CLASSIFICATION TITLE</b>	<b>PAY GRADE</b>	<b>SALARY RANGE</b>
GIS Coordinator	124	\$19.21 - \$30.88
Graphic Support Specialist	116	\$13.01 - \$20.90
Horticulture Technician	118	\$14.34 - \$23.05
Human Resources Director	132	\$20.17 - \$32.42
Intern	114	\$11.79 - \$18.96
Is Manager	128	\$23.35 - \$37.51
Is Technician	124	\$19.21 - \$30.88
Leisure Services Director	133	\$29.80 - \$47.98
Librarian	122	\$17.43 - \$27.99
Library Aide	108	\$ 8.81 - \$14.14
Library Assistant I	112	\$10.70 - \$17.20
Library Assistant Ii	114	\$11.79 - \$18.96
Library Director	132	\$28.24 - \$45.69
Lift Station Mechanic	119	\$15.06 - \$24.19
Mechanic	119	\$15.06 - \$24.19
Meter Reader	115	\$12.39 - \$19.91
(On-Call Employee) Not In Pay Plan	112	\$10.70 - \$17.20
Parks Supervisor	125	\$20.17 - \$32.42
Parks Worker I	114	\$11.79 - \$18.96
Parks Worker II	116	\$13.01 - \$20.90
Parks Worker III	118	\$14.34 - \$23.05
Permit Clerk	116	\$13.01 - \$20.90
Planner	122	\$17.93 - \$27.99
Public Works Director	134	\$31.29 - \$50.38
Public Works Supervisor	128	\$23.35 - \$37.51
Recreation Facilities Manager	125	\$20.17 - \$32.42
Recreation Leader I	112	\$10.70 - \$17.20
Recreation Leader II	116	\$13.01 - \$20.90
Recreation Program Coordinator	121	\$16.59 - \$26.68
Recreation Superintendent	128	\$23.35 - \$37.51

**PAY CLASSIFICATIONS AND ADOPTED PAY PLAN**

<b>CLASSIFICATION TITLE</b>	<b>PAY GRADE</b>	<b>SALARY RANGE</b>
Sanitation Collector	114	\$11.79 - \$18.96
Sanitation Driver/Collector	116	\$13.01 - \$20.90
Sanitation Foreman	120	\$15.81 - \$25.40
Sanitation Supervisor	125	\$20.17 - \$32.42
Sanitation Truck Driver	118	\$14.34 - \$23.05
Senior Lift Station Mechanic	120	\$15.81 - \$25.40
Senior Meter Reader	117	\$13.66 - \$21.95
Senior Permit Clerk	118	\$14.34 - \$23.05
Senior Planner	125	\$20.17 - \$32.42
Senior Staff Engineer	125	\$20.17 - \$32.42
Shift Commander	130	\$25.74 - \$41.35
Special Events Specialist	116	\$13.01 - \$20.90
Special Events Supervisor	123	\$18.30 - \$29.39
Staff Assistant	116	\$13.01 - \$20.90
Staff Engineer	122	\$17.43 - \$27.99
Streets/Stormwater Foreman	120	\$15.81 - \$25.40
Streets/Stormwater Maintenance I	114	\$11.79 - \$18.96
Streets/Stormwater Maintenance II	116	\$13.01 - \$20.90
Streets/Stormwater Maintenance III	118	\$14.34 - \$23.05
Streets/Stormwater Supervisor	125	\$20.17 - \$32.42
Summer Leisure Services Staff	110	\$9.71 - \$15.59
Temporary Employees	105	\$ 7.61 - \$12.23
Trades Worker I	114	\$11.79 - \$18.96
Trades Worker II	116	\$13.01 - \$20.90
Utility Maintenance Worker I	114	\$11.79 - \$18.96
Utility Maintenance Worker II	116	\$13.01 - \$20.90
Utility Maintenance Worker III	118	\$14.34 - \$23.05
Video Production Specialist	115	\$12.39 - \$19.91
Water/Wastewater Foreman	120	\$15.81 - \$25.40
Water/Wastewater Supervisor	125	\$20.17 - \$32.42
Welder/Fabricator	119	\$15.06 - \$24.19

## SAFETY HARBOR, FLORIDA



## GLOSSARY

**Ad Valorem Taxes** - Real estate and personal property taxes. Webster's New World Dictionary as "in proportion to the value of the property" defines ad Valorem. Local Governments set the levy.

**Adjusted Final Millage** - Under Florida law, the actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually such charges are very slight and the adjusted millage sometimes does not change from the levy set by the taxing agency.

**Aggregate Millage Rate** - The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10 per \$1000 worth of assessed taxable value.

**Assessment** - The value for the tax purposes determined by the property appraiser for a given piece of real property or personal property.

**Balance Forward, Transfers and Other** - Amounts received by the City which are not additions to the assets of the government as a whole, although they may be to the receiving fund. These items include inter-fund transfers, inter-fund reimbursements except the receipts of an internal service fund. Also, includes fund balances carried over from the previous year.

**Budget** - The document that details how much revenue is expected and how it will be spent during a year.

**Capital Improvement** - Land, buildings, structures and all facilities other than buildings, traffic lights, machinery, equipment, automobiles, etc., with a unit cost in excess of \$400 and a useful life of one or more years.

**Capital Outlay** - Outlays for the acquisition of or addition to fixed assets. The cost of acquiring land, buildings, equipment, furnishings etc. (See Capital Improvement).

**Charges for Services** - This series of accounts includes all revenues stemming from charges for current services excluding revenues of internal service funds.

**Contingency** - Funds that are earmarked for a specific purpose and may be used for emergency expenses or to make up cost overruns during a budget period.

**Culture and Recreation** - The cost of providing and maintaining cultural and recreational facilities and activities for the benefit of citizens and visitors.

**Current Ad Valorem Taxes** - Property taxes computed as a percentage of the value of the real property or personal property.

**Debt Service** - The expense of retiring such debts as loans and bond issues.

**Depreciation** - The periodic expiration of a plant asset's useful life. There are several methods for computing depreciation. Straight line, which is the most common, divides the value of the asset at acquisition by its estimated useful life. This amount is then charged to expense until the asset is written off. Depreciation is a requirement in proprietary type funds such as enterprises and internal service funds. (It is not used in any other funds, except to establish insurance values, since assets are recorded only in a general grouping.) Depreciation is a non-cash expense; however, it should be budgeted in proprietary funds to ensure that there is sufficient revenue being collected from rates to cover the expense. Most bond rate covenants require that all operating and maintenance expenses (including depreciation) be covered by revenue from rates.

**Economic Environment** - The cost of providing services that develop and improve the economic condition of the community and its citizens.

**Exempt, Exemption, Non-Exempt** - Amounts that state law determines should be deducted from the assessed values of property for tax purposes. Tax rates are applied to the balance, which is called the non-exempt portion of the assessment. A 1980 amendment to the Florida Constitution sets the exemptions for homesteads as \$25,000. That means a homeowner with property assessed at \$50,000 would have to pay taxes on \$25,000 of the assessment. Eligible homeowners must apply for the exemptions by March 2 each year. Other exemptions apply to agricultural land and property owned by widows, the blind and permanently and totally disabled people who meet certain income criteria.

**Expenditure** - Decreases in (uses of) financial resources other than through interfund transfers.

**Expense** - A use of financial resources, denoted by its use in the proprietary funds, which are accounted for on a basis consistent with the business accounting model (full accrual basis).

**Final Millage** - The tax rate adopted at the second public budget hearing of a taxing agency.

**Fines and Forfeitures** - This group of accounts includes revenues received from fines and penalties imposed for the commission of statutory offenses, violations of lawful administrative rules and regulations, and for neglect of official duty. Forfeits include revenues resulting from confiscation of deposits or bonds held as performance guarantees.

**Fiscal Year** - The budget year which runs from October 1st through September 30th.

**Function** - A major class or grouping of activities directed toward a common goal such as improvements to the public safety, improvement of the physical environment, etc. For the purposes utilized in budgetary analysis, the categories of functions have been established by the State of Florida and financial reports must be grouped according to those established functions.

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**Fund Balance** - Unspent funds that can be included as a source in the following year's budget.

**General Government** - A major class of services provided by the legislative, judicial and administrative branches of City government as a whole. This classification encompasses the Board of City Commissioners, administration (including central service staff departments), auditing, property appraiser, tax collector, finance, legal, planning, judicial, and various other general government services.

**Grants and Aids** - Includes all grants, subsidies and contributions to other governmental agencies and private organizations excluding the transfers to agencies within the same governmental entity.

**Health and Human Services** - The cost of providing services for the care and treatment and control of illness, injury or handicap, and for the welfare of the community as a whole and its individuals.

**Indirect Costs** - Cost associated with, but not directly attributable to, the providing of a product or service. There are usually costs incurred by other departments in the support of operating departments.

**Infrastructure** - Includes water and sewer lines, streets and roads, communications, drainage systems, and public facilities such as fire houses, parks, etc.

**Interfund Transfers** - Transfers among funds. These are utilized to track items for management purposes. They represent a "double counting" and, therefore, are subtracted when computing a "net" operating budget.

**Inter-Governmental Revenues** - This group of accounts includes all revenues received from federal, state and other local governmental sources in the form of grants, shared revenues and payments in lieu of taxes.

**Internal Services** - Those expenses incurred exclusively by internal service funds in providing goods and services to user departments or agencies.

**Intra-Governmental Revenues** - Those revenues derived from goods and services furnished by central service agencies of the City to other departments and funds.

**Licenses, Permits, and Other Taxes** - Revenue derived from the issuance of local licenses, permits and other taxes. Licenses include both professional and occupational licenses; permits consist of building and various other permits; other taxes consist of user type taxes, franchise fees and delinquent Ad Valorem taxes.

**Mill** - 1/1000 of one dollar; used in computing taxes by multiplying adopted millage rate per thousand, taxable value.

**Miscellaneous Revenue** - Revenue from sources not otherwise provided for in preceding categories. This includes interest earnings, rents and royalties, special assessments, sale and compensation for loss of fixed assets, sale of surplus materials and contributions from private sources.

**Non-Operating** - Includes all transfers between funds that do not represent operating expenditures.

**Object Code** - An account to which an expense or expenditure is recorded in order to accumulate and categorized the various types of payments that are made by government. These are normally grouped into Personal Services, Operating Capital and Other categories for budgetary analysis and financial reporting purposes. The State of Florida Uniform Accounting System mandates certain object codes.

**Operating Costs** - Also known as Operating and Maintenance costs, these are the expenses of day-to-day operations and exclude personal services and capital costs.

**Operating Fund** - Also called general fund. Usually, the operating fund is the major portion of a budget. It details the expenses of day-to-day operations.

**Other Expenses or Expenditures** - These include items of a non-expense or expenditure in nature such as reserves, transfers to other funds, depreciation and debt service.

**Personal Property** - Livestock, commercial equipment and furnishings, attachments to mobile homes, railroad cars and similar possessions that are taxable under state law.

**Personal Services** - Costs related to compensating employees including salaries, wages and benefit costs.

**Property Appraiser** - Elected county official responsible for setting property valuations for tax purposes and preparing the annual tax roll.

**Adopted Millage** - The tax rate certified to a property appraiser by each taxing agency within a county. Adopted millage is to be sent to an appraiser within 30 days after a county's tax roll is certified by the State Department of Revenue and is listed on notices sent to property owners. No taxing agency may approve a levy that is larger than the one it originally .

**Physical Environment and Utilities** - The cost of services provided by the City for the primary purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment.

**Public Safety** - A major category of services provided by the City for the security of persons and property.

**Real Property** - Land and the buildings and other structures attached to it that are taxable under state law.

**Revenue** - An increase in (source of) fund financial resources other than from interfund transfers or debt issue proceeds.

**Revenue Sharing** - State money allocated to local governments.

**Rolled Back Rate** - That millage rate which, when multiplied times the tax rate roll, would yield the same amount of revenue for the taxing authority as was yielded by the millage rate levied in the previous year. In normal circumstances, as the tax roll rises by virtue of reassessment, the rolled back rate will be slightly lower than the previous year's millage levy. This reduced rate multiplied by the valued of the new construction/annexations added to the roll during the year provides the only source of additional tax revenue if the rolled back is levied.

**Tax Base** - The total property valuations on which each taxing agency levies its tax rates.

**Tax Roll** - The certification of assessed/taxable values prepared by the Property Appraiser and presented to the taxing authority by July 1 (or later if an extension is granted by the State of Florida) of each year.

**Tax Year** - A calendar year from January 1<sup>st</sup> to December 31<sup>st</sup>. The tax roll for the current calendar year would be used in figuring the next year's budget. The tax bills mailed November 1st represent the property taxes due for the next tax year.

**Tentative Millage** - The tax rate in the first public hearing of a taxing agency. Under state law, the agency may reduce, but not increase, the tentative millage during the second budget hearing.

**Transfers, Reserves and Other** - This is a basic account category to provide for disbursements that are not classified as expenditures.

**Transportation** - Costs of services provided by the City for the safe and adequate flow of vehicles, travelers and pedestrians.

**Truth in Millage Law** - Also called the TRIM BILL, a 1980 law that changed the budget process for local taxing agencies. It was designed to keep the public informed about the taxing intentions of the agencies.

**Uniform Accounting System** - The chart of accounts prescribed by the Office of the State Comptroller designed to standardize financial information to facilitate comparison and evaluation reports.

**Voted Millage** - Property tax levies authorized by voters within a taxing agency. Bond issues that are backed by property taxes are a common form of voted millage in the state. Such issues are called general obligation bonds.

**SAFETY HARBOR, FLORIDA**  
**CAPITAL IMPROVEMENT PROGRAM**  
**FY 2011/12 – FY 2015/16**



**FY 2011/2012 – FY 2015/16 CAPITAL IMPROVEMENT PROGRAM**

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CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET



Honorable Mayor and City Commission:

July 23, 2011

Citizens, Honorable Mayor and City Commission:

Pursuant to the City Code, the Adopted Capital Improvement Program (CIP) of the City of Safety Harbor for Fiscal Years 2011/2012 – FY 2015/2016 is hereby presented to the City Commission.

The CIP includes all projects and equipment (with a useful life of ten or more years) that exceed \$25,000 as well as projects and equipment with fewer years of useful life that meet the criteria of capital improvements. Staff continues to include maps and pictures related to the projects in the CIP whenever possible. The CIP contains five-year summaries by project type, by fund and revenues by source. The revenue summary includes fund balance and carry-overs in the "other" category. Only new revenues are listed by source. A summary page is provided detailing each project. The summary sheet includes project location, description, justification, funding source and cost detail.

The Five-Year Capital Improvements Plan (CIP) for FY 2011/12 – FY 2015/16 is presented with projects totaling \$29,477,780 of which \$6,305,760 is planned for expenditure during the FY 2011/12 Budget Year. Expenditures by category are: Drainage - \$211,240, Streets/Sidewalks - \$549,900, Capital Projects - \$574,680, Water & Wastewater - \$142,580, Sanitation - \$427,540, Water & Wastewater R&R - \$3,285,000, Parkland - \$455,000 and Community Redevelopment - \$659,820.

All budgeted expenditures are balanced with estimated revenues and/or debt services. In preparing the CIP, all revenue sources were utilized and each fund was programmed in such a manner as to maximize the number of projects that could be implemented with available funding, manpower and other known constraints within the proposed fiscal year. It is crucial to consider the debt services required to balance each fund. Management will work within current and future budgetary constraints. However, in order to satisfy full funding of all projects within the five year CIP a multitude of funding sources will be needed including Penny for Pinellas, State Revenue Sharing, State and Federal Grants, Enterprise Fund Revenue, Impact Fees, CRA funds and debt services.

By formally adopting a five-year program and its first-year relationship to the budget, the Commission establishes a firm statement relative to upcoming City improvements. The Capital Program presents a legislative declaration of intent of future projects. The anticipated means of financing each project will be evaluated and discussed each year.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Spoor", is written over a horizontal line.

Matthew Spoor  
City Manager

## SAFETY HARBOR, FLORIDA



## **FUNDING SOURCE DESCRIPTIONS**

**Stormwater Utility Fees:** The City of Safety Harbor Commission adopted ordinance effective November 1, 1991 establishing Stormwater Utility Fee. The current rate is \$5.00 per ERU (Equivalent Residential Unit).

**Public Safety Impact Fee:** The City of Safety Harbor Commission adopted the Public Safety Building Construction Fee in November 1980. This fee is charged to new construction. The current rate charged is \$350.00 per residential unit. Commercial structures are charged a minimum of \$475.00.

**Local Option Gas Tax:** Pinellas County levied a tax on motor fuel in accordance with Florida Statute 336-025(1)(a). The State of Florida collects and remits the tax to Pinellas County and the City receives its proceeds according to the distribution formula in the Interlocal Agreement. Per the terms of the first amendment of the Interlocal Agreement, the agreement expires on December 31, 2017. These revenues are restricted to use for road or street improvements.

**Penny for Pinellas:** These revenues are the 1% sales tax reapproved in Pinellas County by voter referendum in March 1997, effective for 10 years until January 2010. The referendum for another ten year extension took place in 2007, effective until January 2020. The State of Florida Department of Revenue collects the tax and remits to Pinellas County. The City receives its distribution of 1.2869% in accordance with the Interlocal Agreement with Pinellas County. These revenues are restricted to use on Infrastructure and are referred to as "Penny for Pinellas".

**Water and Wastewater Fund Revenues:** These revenues are derived from regular charges for service to customers of the City's Water and Wastewater System. The current rate structure for water is a tiered water rate table adopted in February 2006, with the last scheduled increase on October 1, 2009.

**Sewer Development Fee:** This fee was established in 1978 by City ordinance. The current fee for new residents is \$400.00 for the first water closet and \$100.00 for each additional water closet. These dollars are restricted for system expansion.

**Parkland Dedication Fee:** Parkland fees were established in 1990 for new residential units. The current fee is \$315.00 per residence. The revenue is restricted to use for improvements of park facilities.

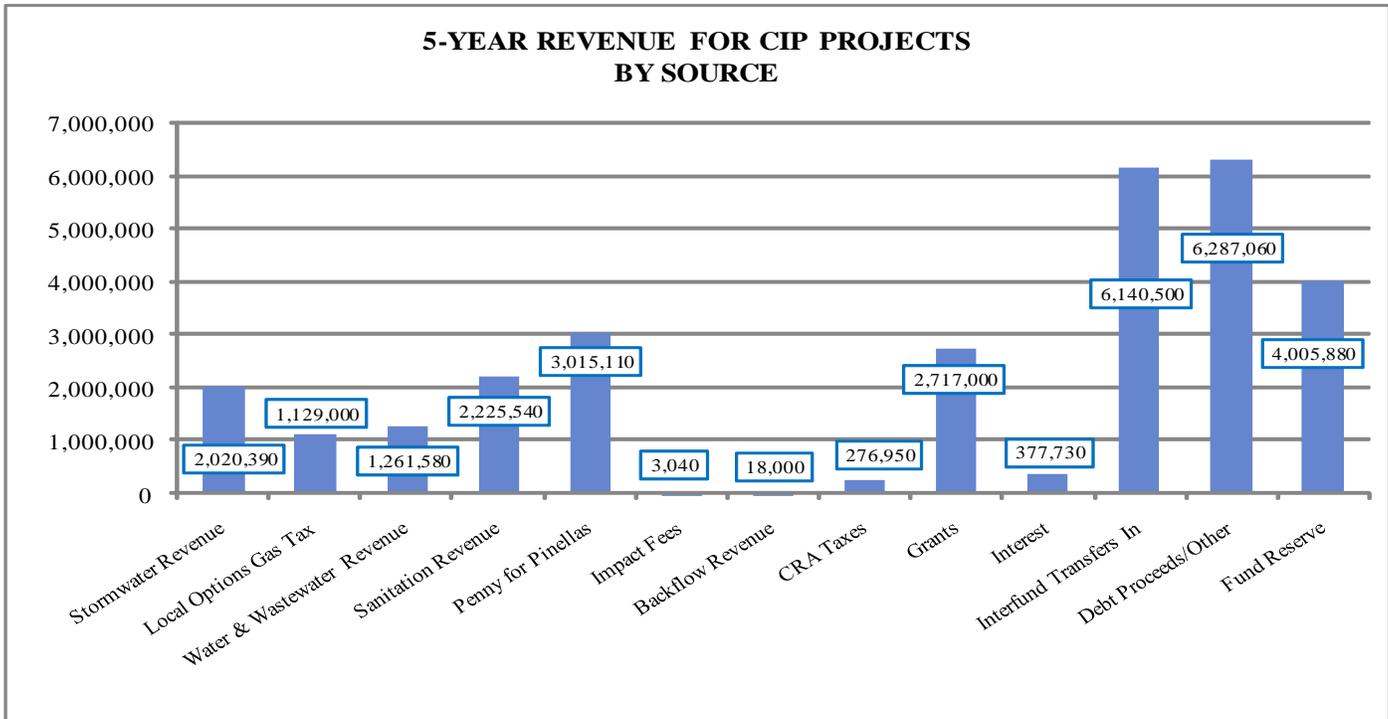
**Sanitation Refuse Charges:** These revenues are derived from regular charges for service to customers of the City's Sanitation system. Effective October 1, 2009, the monthly residential rate is \$22.32.

**Other:** Other sources of funding include grants from state and local governments, cooperative funds, balances forward (prior year available fund balance), interest earned on reserves and investments, debt proceeds and non-revenue transfers from other funds.

SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET



Stormwater Revenue	\$ 2,020,390
Local Options Gas Tax	1,129,000
Water & Wastewater Revenue	1,261,580
Sanitation Revenue	2,225,540
Penny for Pinellas	3,015,110
Impact Fees	3,040
Backflow Revenue	18,000
CRA Taxes	276,950
Grants	2,717,000
Interest	377,730
Interfund Transfers In	6,140,500
Debt Proceeds/Other	6,287,060
Fund Reserve	4,005,880
<b>Total</b>	<b><u>\$ 29,477,780</u></b>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**5-YEAR REVENUE FOR CIP PROJECTS  
BY SOURCE**

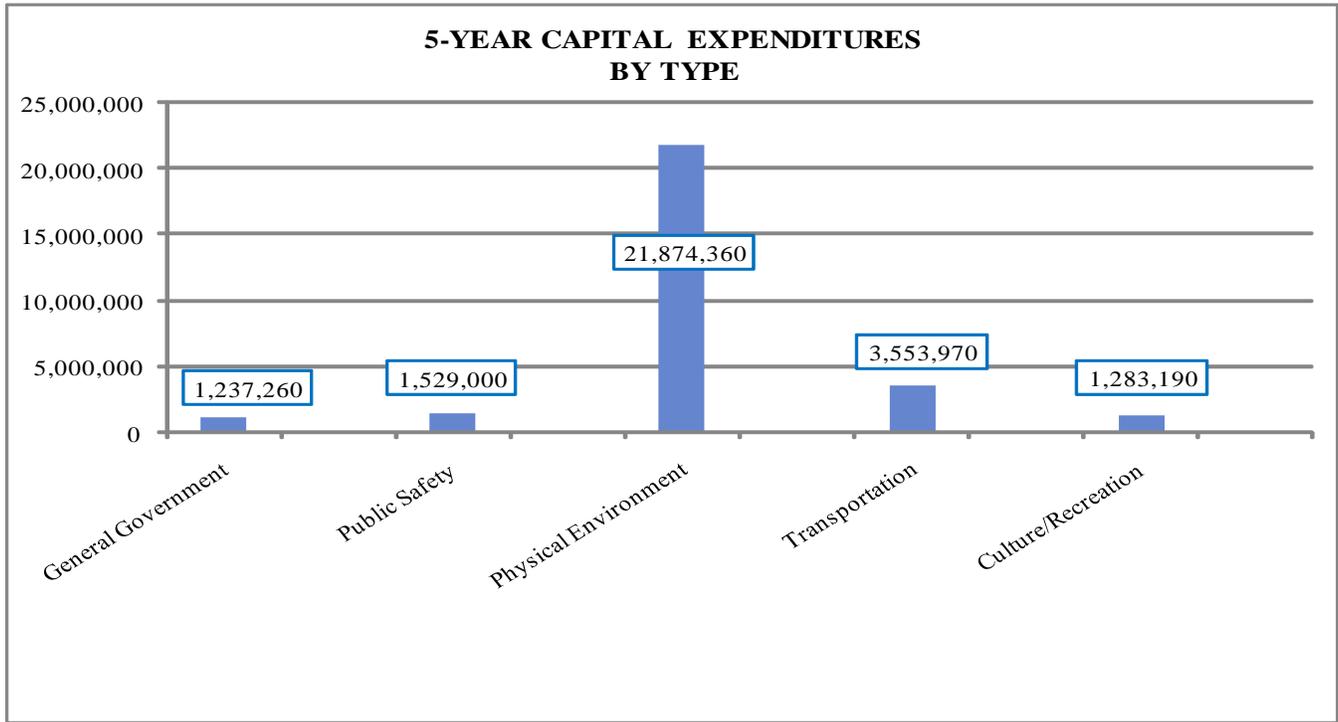
	2011/12	2012/13	2013/14	2014/15	2015/16	TOTAL 5 YR CIP
Stormwater Revenue	\$ 211,240	\$ 704,550	\$ 704,600	\$ 240,000	\$ 160,000	\$ 2,020,390
Local Options Gas Tax	217,000	221,300	225,700	230,200	234,800	1,129,000
Water & Wastewater Revenue	142,580	347,000	505,000	112,000	155,000	1,261,580
Sanitation Revenue	414,140	601,600	396,600	451,600	361,600	2,225,540
Penny for Pinellas	574,680	1,213,000	817,430	295,000	115,000	3,015,110
Impact Fees	940	1,100	1,000	-	-	3,040
Backflow Revenue	3,400	3,500	3,600	3,700	3,800	18,000
CRA Taxes	276,950	-	-	-	-	276,950
Grants	163,400	1,013,400	1,513,400	13,400	13,400	2,717,000
Interest	73,000	128,560	106,330	34,920	34,920	377,730
Interfund Transfers In	3,188,200	1,165,000	950,000	418,450	418,850	6,140,500
Debt Proceeds/Other	-	558,080	927,360	1,044,460	3,757,160	6,287,060
Fund Reserve	1,040,230	1,118,320	603,590	618,270	625,470	4,005,880
<b>Total</b>	<b>\$ 6,305,760</b>	<b>\$ 7,075,410</b>	<b>\$ 6,754,610</b>	<b>\$ 3,462,000</b>	<b>\$ 5,880,000</b>	<b>\$ 29,477,780</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**5-YEAR CAPITAL EXPENDITURES  
BY TYPE**

	2011/12	2012/13	2013/14	2014/15	2015/16	TOTAL 5 YR CIP
General Government	\$ 847,260	\$ 160,000	\$ 50,000	\$ 140,000	\$ 40,000	\$ 1,237,260
Public Safety	159,000	820,000	500,000	50,000	-	1,529,000
Physical Environment	3,991,360	4,846,000	5,300,000	2,572,000	5,165,000	21,874,360
Transportation	664,740	846,050	668,180	700,000	675,000	3,553,970
Culture/Recreation	643,400	403,360	236,430	-	-	1,283,190
Total	<u>\$ 6,305,760</u>	<u>\$ 7,075,410</u>	<u>\$ 6,754,610</u>	<u>\$ 3,462,000</u>	<u>\$ 5,880,000</u>	<u>\$ 29,477,780</u>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET



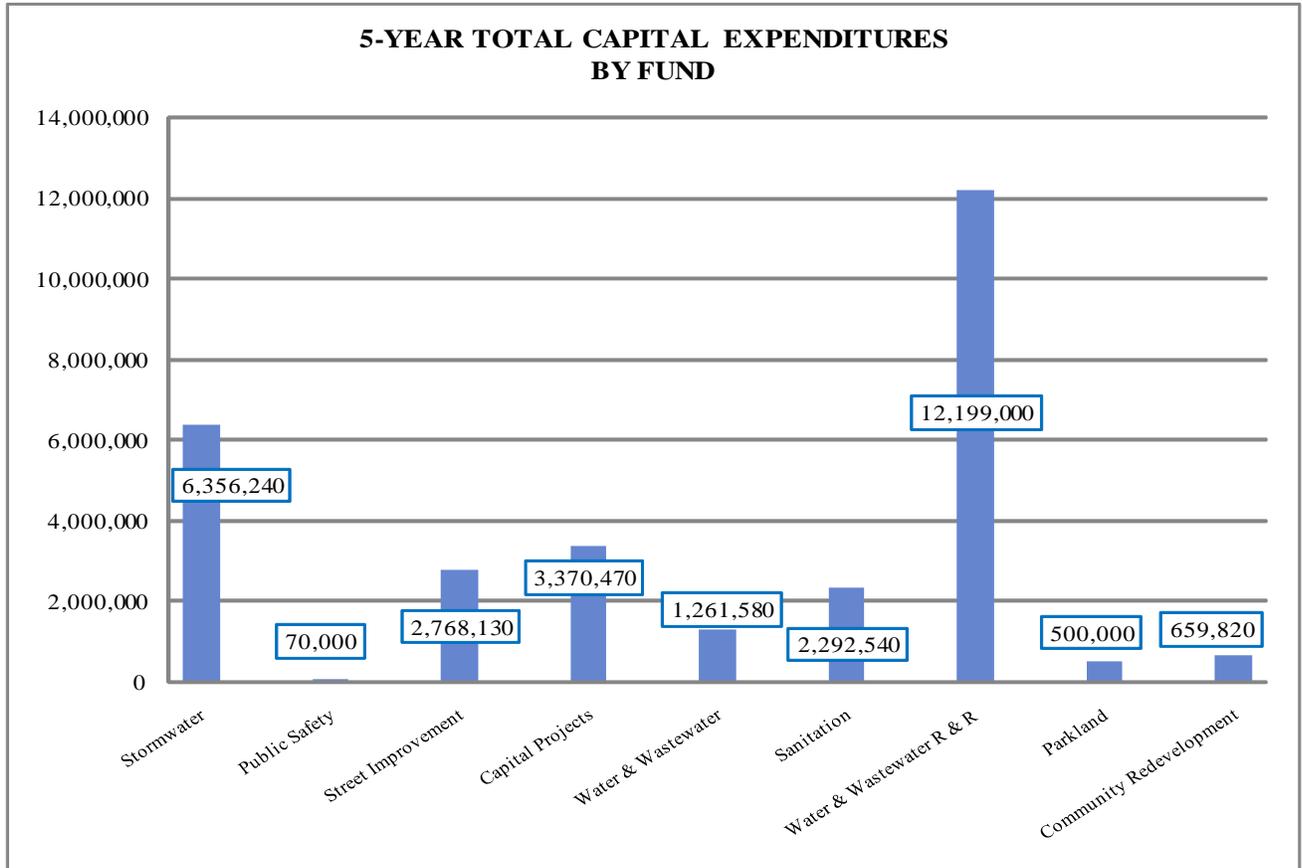
General Government	\$ 1,237,260
Public Safety	1,529,000
Physical Environment	21,874,360
Transportation	3,553,970
Culture/Recreation	1,283,190
Total	<u><u>\$ 29,477,780</u></u>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**5-YEAR CAPITAL EXPENDITURES  
BY FUND**

	2011/12	2012/13	2013/14	2014/15	2015/16	TOTAL 5 YR CIP
Stormwater	\$ 211,240	\$ 2,315,000	\$ 3,430,000	\$ 240,000	\$ 160,000	\$ 6,356,240
Public Safety	-	70,000	-	-	-	70,000
Street Improvement	549,900	551,050	552,180	555,000	560,000	2,768,130
Capital Projects	574,680	1,568,360	817,430	295,000	115,000	3,370,470
Water & Wastewater	142,580	347,000	505,000	112,000	155,000	1,261,580
Sanitation	427,540	615,000	410,000	465,000	375,000	2,292,540
Water & Wastewater R & R	3,285,000	1,609,000	995,000	1,795,000	4,515,000	12,199,000
Parkland	455,000	-	45,000	-	-	500,000
Community Redevelopment	659,820	-	-	-	-	659,820
<b>Total</b>	<b>\$ 6,305,760</b>	<b>\$ 7,075,410</b>	<b>\$ 6,754,610</b>	<b>\$ 3,462,000</b>	<b>\$ 5,880,000</b>	<b>\$ 29,477,780</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET



Stormwater	\$ 6,356,240
Public Safety	70,000
Street Improvement	2,768,130
Capital Projects	3,370,470
Water & Wastewater	1,261,580
Sanitation	2,292,540
Water & Wastewater R & R	12,199,000
Parkland	500,000
Community Redevelopment	659,820
Total	<u><u>\$ 29,477,780</u></u>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FUND # 011 - STORMWATER**

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL</u> <u>5 YR CIP</u>
<b>REVENUES:</b>						
Stormwater Revenue	\$ 671,000	\$ 704,550	\$ 704,600	\$ 739,830	\$ 791,586	\$ 3,611,566
Interest	52,370	52,370	52,370	52,370	52,370	261,850
Grants	-	1,000,000	1,500,000	-	-	2,500,000
Debt Proceeds/Other	-	1,000,000	1,500,000	600,000	200,000	3,300,000
Interfund Transfers In From Capital Projects Fund	500,000	-	500,000	240,000	160,000	1,400,000
Total Revenues	1,223,370	2,756,920	4,256,970	1,632,200	1,203,956	11,073,416
Carry Over	610,860	711,210	224,980	107,200	537,650	2,191,900
<b>TOTAL REVENUES</b>	<b>\$ 1,834,230</b>	<b>\$ 3,468,130</b>	<b>\$ 4,481,950</b>	<b>\$ 1,739,400</b>	<b>\$ 1,741,606</b>	<b>\$ 13,265,316</b>
<b>APPROPRIATIONS:</b>						
Capital Improvements						
Proj#						
Citywide stormwater improvements	DR0006 \$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 625,000
Pond maintenance program	DR0040 25,000	30,000	30,000	30,000	35,000	150,000
Upper Mullet Creek ACOE mitigation plantings	DR0027 50,000	-	-	-	-	50,000
Old Tampa Bay water quality & drainage improvements - N. Bayshore	DR0048 -	2,000,000	-	-	-	2,000,000
Old Tampa Bay water quality & drainage improvements - Lower Mullet Creek	DR0049 -	-	3,000,000	-	-	3,000,000
Repave Public Works complex	PW1001 -	-	15,000	-	-	15,000
Replace vehicle 264	SMV002 -	160,000	-	-	-	160,000
Replace vehicle 348	SMV003 -	-	60,000	-	-	60,000
Replace vehicle 357	SMV004 -	-	-	85,000	-	85,000
Security camera system for Public Works complex	PWE001 1,900	-	-	-	-	1,900
Network switch	PWE002 1,340	-	-	-	-	1,340
DR field and brush mower	SME004 4,000	-	-	-	-	4,000
Multiquip power wagon	SME005 4,000	-	-	-	-	4,000
Wash rack system	SME003 -	-	200,000	-	-	200,000
Capital Improvements Total	211,240	2,315,000	3,430,000	240,000	160,000	6,356,240
Stormwater Dept. Costs	816,030	832,400	849,000	866,000	883,300	4,246,730
Interfund Transfer Out To Debt Service	95,750	95,750	95,750	95,750	95,750	478,750
<b>FUND RESERVE</b>	<b>711,210</b>	<b>224,980</b>	<b>107,200</b>	<b>537,650</b>	<b>602,556</b>	<b>2,183,596</b>
<b>BUDGETED APPROPRIATIONS</b>	<b>\$ 1,834,230</b>	<b>\$ 3,468,130</b>	<b>\$ 4,481,950</b>	<b>\$ 1,739,400</b>	<b>\$ 1,741,606</b>	<b>\$ 13,265,316</b>

NOTE: Grant funds will be applied for with projects North Bayshore and Lower Mullet Creek, FYs 2012 and 2013. The grants are not included as a revenue stream due to uncertainty of funding. In lieu of grant funding, debt proceeds or some other form of funding will be required to complete these two projects.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 011  
**Department:** 37 - Stormwater  
**Project Title:** Stormwater Drainage  
**Funding Source:** Penny for Pinellas, Other, Stormwater Revenues  
**Location:** Citywide  
**Account:** 011-2037-538-5330

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Citywide Stormwater Improvements	DR0006	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 625,000
Pond Maintenance Program	DR0040	25,000	30,000	30,000	30,000	35,000	150,000
<b>TOTAL</b>		<b>\$ 150,000</b>	<b>\$ 155,000</b>	<b>\$ 155,000</b>	<b>\$ 155,000</b>	<b>\$ 160,000</b>	<b>\$ 775,000</b>

**JUSTIFICATIONS**

**ONGOING**

1. **Citywide Stormwater Improvements:** Provides for minor improvements to storm drain system at various locations throughout the city. Provides for short stretches of pipe, ditch work and drainage structures, i.e. catch-basins.
2. **Pond Maintenance Program:** Ponds periodically need dredging, bank erosion repair, outlet and inlet structures repair, and top-of-bank maintenance.

**FundNo:** 011

**Department:** 37 - Stormwater

**Project Title:** Stormwater Improvements

**Funding Source:** Penny for Pinellas, SWFWMD Grant, Other

**Location:** Various locations throughout the City

**Account:** 011-2037-538-6300

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Upper Mullet Creek ACOE Mitigation Plantings	DR0027	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Old Tampa Bay Water Quality & Drainage Improvements - N. Bayshore	DR0048	-	2,000,000	-	-	-	2,000,000
Old Tampa Bay Water Quality & Drainage Improvements - Lower Mullet Creek	DR0049	-	-	3,000,000	-	-	3,000,000
Repave Public Works Complex	PWI001	-	-	15,000	-	-	15,000
<b>TOTAL</b>		<b>\$ 50,000</b>	<b>\$ 2,000,000</b>	<b>\$ 3,015,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,065,000</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Upper Mullet Creek ACOE Mitigation Plantings:** Professional services for plantings required by the Army Corps of Engineers at the site of the recently completed erosion improvements to Upper Mullet Creek.

**FY 12/13**

1. **Old Tampa Bay Water Quality and Drainage Improvements – North Bayshore:** In October 2011, engage Design Engineer, begin survey and design of project. Complete design and permitting and begin construction before end of fiscal year. The City anticipates receiving a grant from SWFWMD in the amount of \$1,000,000.

**FY 13/14**

1. **Old Tampa Bay Water Quality and Drainage Improvements – Lower Mullet Creek:** Enlarge existing detention pond at end of 5<sup>th</sup> Street North, redirect main channel through larger pond and treatment devices. Hire Engineers, conduct surveys and design, begin construction. The City anticipates receiving a grant from SWFWMD.
2. **Repave Public Works Complex:** The Public Works Complex asphalt surface was applied in 1994. The life expectancy of asphalt is approximately 10 years and use and sun has denigrated the surface to a point that by FY 13/14, the asphalt mat will require resurfacing.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

FundNo: 011

Department: 37 - Stormwater

Project Title: Vehicles

Funding Source: Stormwater Revenues, Penny for Pinellas, Other

Location: Public Works Department/1200 Railroad Avenue

Account: 011-2037-538-6401

**PROJECT COSTS**

Project Description	Project#	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Replace Vehicle 264	SMM002	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ 160,000
Replace Vehicle 348	SMM003	-	-	60,000	-	-	60,000
Replace Vehicle 357	SMM004	-	-	-	85,000	-	85,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 160,000</b>	<b>\$ 60,000</b>	<b>\$ 85,000</b>	<b>\$ -</b>	<b>\$ 305,000</b>



**JUSTIFICATIONS**

**FY 12/13**

1. **Replace Vehicle 264 (15 yd tandem dump truck):** The existing dump truck was purchased new in 1983 and has been refurbished twice since that time. Parts to repair the vehicle are obsolete and hard to find. The current truck has a 5-yard capacity. Purchase of this truck will provide three times the current hauling capacity and will save time and vehicle wear.

**FY 13/14**

1. **Replace Vehicle #348 (2002 GMC Sierra 3500 TC3100):** Vehicle #348 is a 2002 ¾ ton dump truck used daily by the stormwater crew to transport equipment and materials to the field. Typical useful life of these types of vehicles is 8 years. By the FY 13/14 Budget, this vehicle will be 12 years old.

**FY14/15**

1. **Replace Vehicle 357 with 25,500 lb. GVWR Cab & Chassis 4 x 2:** Replace 1982 International 5 Yard Box Dump. By the year 2015, this truck will be 33 years old. This vehicle is used for hauling wet debris from ditches.

**FundNo: 011**

**Department: 37 - Stormwater**

**Project Title: Stormwater Department Equipment**

**Funding Source: Stormwater Revenue, Penny for Pinellas, Other**

**Location: Public Works Department/1200 Railroad Avenue**

**Account: 011-2037-538-6440**

**PROJECT COSTS**

Project Description	Project#	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Security Camera System for Public Works Complex	PWE001	\$ 1,900	\$ -	\$ -	\$ -	\$ -	\$ 1,900
Network Switch	PWE002	1,340	-	-	-	-	1,340
DR Field and Brush Mower	SME004	4,000	-	-	-	-	4,000
Multiquip Power Wagon	SME005	4,000	-	-	-	-	4,000
Wash Rack System	SME003	-	-	200,000	-	-	200,000
<b>TOTAL</b>		<b>\$ 11,240</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 211,240</b>

**JUSTIFICATIONS**

**FY 11/12**

- Security Camera System for Public Works Complex:** On numerous occasions residents drop off hazardous and unacceptable material in front of the Public Works Complex facility causing illegal dumping issues. The installation of a camera system would enable the monitoring of the illegal dumping and appropriate action could then be taken against offenders. There would also be additional cameras located to the rear of Public Works Complex to help eliminate the kids that come over the fence behind building D and vandalize equipment. This is the Stormwater Division's share of the \$16,000 total project cost.
- Network Switch:** At each facility, the network switch is the center of all computer communications. It is used in the integration of telephone systems. Replacement of this switch contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.
- DR Field and Brush Mower:** The field and brush mower is a key piece of equipment for mowing the flow line of ditches in remote areas that cannot be accessed with the slope mower. This is a heavy duty unit that should provide a longer life in these types of mowing conditions.
- Multiquip Power Wagon:** This equipment will be used to transport concrete rip rap and dirt to remote areas of creeks and ditches for the purpose of erosion repair.

**FY 13/14**

- Wash Rack System:** An effective wash rack system is the best way to wash equipment and protect property value. Wash water generated from cleaning equipment typically contains a number of pollutants and DEP requires that it be treated before it is dumped into a sanitary sewer and prohibits dumping or storing it in areas that can cause soil and groundwater contamination.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

<b>FUND # 012 - PUBLIC SAFETY IMPACT FEE</b>
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	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL 5 YR CIP</u>
<b>REVENUES:</b>						
Residential Impact Fees	\$ 1,050	\$ 1,100	\$ 1,200	\$ 1,300	\$ 1,400	\$ 6,050
Interest	1,590	1,590	1,590	1,590	1,590	7,950
Total Revenues	2,640	2,690	2,790	2,890	2,990	14,000
Carry Over	72,150	74,790	7,480	10,270	13,160	177,850
<b>TOTAL REVENUES</b>	\$ 74,790	\$ 77,480	\$ 10,270	\$ 13,160	\$ 16,150	\$ 191,850
<b>APPROPRIATIONS:</b>						
Capital Improvements						
Renovations for FS 52	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Capital Improvements Total	-	70,000	-	-	-	70,000
<b>FUND RESERVE</b>	74,790	7,480	10,270	13,160	16,150	121,850
<b>BUDGETED APPROPRIATIONS</b>	\$ 74,790	\$ 77,480	\$ 10,270	\$ 13,160	\$ 16,150	\$ 191,850

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 012

**Department:** 22 - Public Safety

**Project Title:** Fire Improvements

**Funding Source:** Public Safety Building Construction Impact Fees

**Location:** Fire Station 52

**Account:** 012-2022-522-6200

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Renovations for FS 52	PSIC01	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
<b>TOTAL</b>		\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

**JUSTIFICATION**

**FY 12/13**

1. **FS52 Renovations:** Current station is maxed out with no room for expansion. Vital storage space is needed as well as more apparatus floor space. This project will relocate the two existing doors to be flush with the southern end of station, which will enclose the apparatus floor. This will enhance our capabilities floor storing equipment as well as adding additional apparatus floor space to accommodate fire equipment.

SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FUND # 014 - STREET IMPROVEMENT**

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL 5 YR CIP</u>
<b>REVENUES:</b>						
Local Option Gas Tax	\$ 217,000	\$ 221,300	\$ 225,700	\$ 230,200	\$ 234,800	\$ 1,129,000
Interest	6,350	6,350	6,350	6,350	6,350	31,750
Interfund Transfers In						
From General Fund	-	125,000	125,000	125,000	125,000	500,000
From Capital Projects Fund	300,000	-	125,000	230,000	230,000	885,000
Total Revenues	523,350	352,650	482,050	591,550	596,150	2,545,750
Carry Over	396,700	337,410	105,610	1,380	3,130	844,230
<b>TOTAL REVENUES</b>	<b>\$ 920,050</b>	<b>\$ 690,060</b>	<b>\$ 587,660</b>	<b>\$ 592,930</b>	<b>\$ 599,280</b>	<b>\$ 3,389,980</b>
<b>APPROPRIATIONS:</b>						
Capital Improvements						
Street resurfacing program	ST0013 \$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,000,000
Sidewalk repair and replacement	ST0001 40,000	40,000	40,000	45,000	45,000	210,000
Traffic analysis and implementation	ST0024 10,000	10,000	10,000	10,000	10,000	50,000
Bridge improvements	ST0031 20,000	20,000	20,000	20,000	20,000	100,000
New sidewalk construction	ST0032 40,000	40,000	40,000	40,000	40,000	200,000
Street sign improvement	ST0038 39,900	41,050	42,180	40,000	45,000	208,130
Capital Improvements Total	549,900	551,050	552,180	555,000	560,000	2,768,130
Street Improvement Dept Costs	32,740	33,400	34,100	34,800	35,500	170,540
<b>FUND RESERVE</b>	<b>337,410</b>	<b>105,610</b>	<b>1,380</b>	<b>3,130</b>	<b>3,780</b>	<b>451,310</b>
<b>BUDGETED APPROPRIATIONS</b>	<b>\$ 920,050</b>	<b>\$ 690,060</b>	<b>\$ 587,660</b>	<b>\$ 592,930</b>	<b>\$ 599,280</b>	<b>\$ 3,389,980</b>

FundNo: 014

Department: 31 - Street

Project Title: Street Resurfacing

Funding Source: Local Option Gas Tax, Penny for Pinellas, Other

Location: Citywide

Account: 014-2031-541-3470

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Street Resurfacing Program	ST0013	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,000,000
<b>TOTAL</b>		<b>\$ 400,000</b>	<b>\$ 2,000,000</b>				

**JUSTIFICATION**

**ONGOING**

1. **ST0013 - Street Resurfacing Program:** Extends life of street system, prevents deterioration of pavement and maintains safe roads.

There are approximately 60 miles of asphalt streets in Safety Harbor. If an asphalt street has adequate base material underlying the asphalt surface, it can be expected to last anywhere from 7 to 15 years before requiring attention. Over time the asphalt surface will oxidize, wear thin, crack, allow water to get into the base material, lose its structural integrity and deteriorate.

The most effective and oft-employed street maintenance methodology is to overlay or resurface the street with an inch depth of new asphalt. Failure to resurface before deterioration begins can result in the expensive necessity to entirely rebuild the street with new base and surface courses.

The simplest of logic dictates that if streets can be expected to serve an average of ten years before resurfacing is required, then in order to have each street resurfaced at a ten-year frequency, one-tenth of the streets in Safety Harbor should be resurfaced each year which means an annual resurfacing budget sufficient to resurface six miles of streets should be provided each year.

In the actual practice of this ten-year cycle scheme streets are chosen for resurfacing on a "most-needed" basis and each street is not resurfaced every ten years – some will be resurfaced more frequently than every ten years while some will be resurfaced less frequently; however if one-tenth of the total mileage is chosen each year there will be an average recurrence of ten years. By choosing streets on a most- needed basis instead of a ten-year scheduling basis, we take advantage of those streets which last in the fifteen year range and pick up earlier those which fall in the seven year range.

With 60 miles of streets we would need to resurface 6 miles per year. At approximately \$67,000 per mile, which allows for utility cover adjustments and restriping, we will need \$400,000 per year to maintain a ten-year resurfacing cycle.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 014**

**Department: 31 - Street**

**Project Title: Street Improvements**

**Funding Source: Local Option Gas Tax, Other**

**Location: Various locations throughout the City of Safety Harbor**

**Account: 014-2031-541-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Sidewalk Repair and Replacement	ST0001	\$ 40,000	\$ 40,000	\$ 40,000	\$ 45,000	\$ 45,000	\$ 210,000
Traffic Analysis and Implementation	ST0024	10,000	10,000	10,000	10,000	10,000	50,000
Bridge Improvements	ST0031	20,000	20,000	20,000	20,000	20,000	100,000
New Sidewalk Construction	ST0032	40,000	40,000	40,000	40,000	40,000	200,000
Street Sign Improvement	ST0038	39,900	41,050	42,180	40,000	45,000	208,130
<b>TOTAL</b>		<b>\$ 149,900</b>	<b>\$ 151,050</b>	<b>\$ 152,180</b>	<b>\$ 155,000</b>	<b>\$ 160,000</b>	<b>\$ 768,130</b>

**JUSTIFICATIONS**

**ONGOING**

1. **ST0001 – Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken or up-heaved by tree roots.
2. **ST0024 – Traffic Analysis and Implementation:** Traffic study i.e., speed, volume, road conditions, accident history and the installation of various calming devices approved by Commission.
3. **ST0031 – Bridge Improvements:** Scheduled improvements of all traffic-bearing bridges and pedestrian boardwalks. The amount budgeted represents an average amount needed annually. Bridges are not necessarily improved each year. Improvements come in spikes and all unspent funds should be carried over each year to provide the amount needed when the improvements are made. This is a savings account that is increasing by an annual average, but is expected in larger spikes.
4. **ST0032 – New Sidewalk Construction:** Provides for new sidewalk at various places throughout the City where none existed before.
5. **ST0038 – Street Sign Improvement:** Provide safe travel ways throughout the City for the motoring public and pedestrians.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FUND # 032 - CAPITAL PROJECTS**

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL</u> <u>5 YR CIP</u>
<b>REVENUES:</b>						
Penny For Pinellas	\$ 1,172,000	\$ 1,213,000	\$ 1,255,500	\$ 1,299,400	\$ 1,344,900	\$ 6,284,800
Debt Proceeds/Other	-	-	817,430	295,000	963,980	2,076,410
Interest	39,680	39,680	39,680	39,680	39,680	198,400
Total Revenues	1,211,680	1,252,680	2,112,610	1,634,080	2,348,560	8,559,610
Carry Over	1,660,950	923,760	34,100	130,300	425,400	3,174,510
<b>TOTAL REVENUES</b>	<b>\$ 2,872,630</b>	<b>\$ 2,176,440</b>	<b>\$ 2,146,710</b>	<b>\$ 1,764,380</b>	<b>\$ 2,773,960</b>	<b>\$ 11,734,120</b>

**APPROPRIATIONS:**

	Proj #						
Capital Improvements							
Replace six air conditioning units	CHE001	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000
InSight television equipment replacement	CHE002	-	40,000	-	-	-	40,000
Replacement of 800 (U52)	PSV004	33,000	-	-	-	-	33,000
Replacement of 853 (Truck 53)	PSV002	-	750,000	-	-	-	750,000
Replacement of 877 (Pumper 53)	PSV003	-	-	500,000	-	-	500,000
Replacement of fire boat 52	PSV005	-	-	-	50,000	-	50,000
PBX phone system FS52	PSO001	2,000	-	-	-	-	2,000
911 station encoders	PSE002	32,000	-	-	-	-	32,000
FS 53 generator	PSE006	75,000	-	-	-	-	75,000
A/C unit replacement FS52	PSE003	5,000	-	-	-	-	5,000
Network switch FS52	PSE004	8,000	-	-	-	-	8,000
Phone system integration	PSE005	4,000	-	-	-	-	4,000
Equipment storage awning	STI001	-	185,000	-	-	-	185,000
Concrete plant awning	STI002	-	55,000	-	-	-	55,000
Neighborhood projects & beautification grants	NP0001	25,000	25,000	25,000	25,000	25,000	125,000
Citywide brick street restoration	ST0028	30,000	30,000	30,000	30,000	30,000	150,000
Repave Public Works complex - Streets	PWI001	-	-	15,000	-	-	15,000
Replace vehicle #338	STV001	50,000	-	-	-	-	50,000
Replace vehicle #349	STV002	-	-	-	-	60,000	60,000
Security camera system for Public Works complex - Streets	PWE001	1,900	-	-	-	-	1,900
Network switch - Streets	PWE002	1,340	-	-	-	-	1,340
Replace bobcat 910 with S300 bobcat skid-steer loader	STE003	-	-	46,000	-	-	46,000
Shortstop 3.5 concrete mixer	STE002	-	-	-	90,000	-	90,000
Magnum stump grinder	STE004	4,500	-	-	-	-	4,500
Wacker plate compactor	STE005	2,100	-	-	-	-	2,100
Repave Public Works complex - Fleet	PWI001	-	-	10,000	-	-	10,000
New service truck	FLV001	-	80,000	-	-	-	80,000
Security camera system for Public Works complex - Fleet	PWE001	1,100	-	-	-	-	1,100
Network switch - Fleet	PWE002	1,340	-	-	-	-	1,340
10 Ton overhead bridge crane	FLE001	70,000	-	-	-	-	70,000
Fuel pumps and software reporting system	FLE003	-	-	-	100,000	-	100,000
Implement RFID-Radio Frequency Identification	LBE001	-	33,360	31,430	-	-	64,790
Phone system integration	LBE002	4,000	-	-	-	-	4,000
Replace passenger van #448	RCV001	-	45,000	-	-	-	45,000
PBX phone system - Recreation	RCO001	12,500	-	-	-	-	12,500

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FUND # 032 - CAPITAL PROJECTS**

		<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	TOTAL <u>5 YR CIP</u>
	Proj #						
Network switches (CC & RC)	RCE001	13,000	-	-	-	-	13,000
Gym #1 A/C replacement	RCE002	36,000	-	-	-	-	36,000
Mease Area Park playground imp	PKI005	-	75,000	-	-	-	75,000
Marina restroom improvements	PKI006	-	250,000	-	-	-	250,000
Seawall railing replacement	PKI003	-	-	60,000	-	-	60,000
Ian Tillman Skatepark equipment imp	PKI004	-	-	100,000	-	-	100,000
Replacement pick-up truck #106	PKV004	35,000	-	-	-	-	35,000
Replacement dump truck #415	PKV005	48,000	-	-	-	-	48,000
PBX phone system - Parks	PKO001	4,000	-	-	-	-	4,000
Scissors lift	PKE001	25,000	-	-	-	-	25,000
Network switches - Parks	PKE002	5,900	-	-	-	-	5,900
Watering truck apparatus	PKE003	5,000	-	-	-	-	5,000
Capital Improvements Total		574,680	1,568,360	817,430	295,000	115,000	3,370,470
Interfund Transfers Out:							
To Street Improvement Fund		300,000	-	125,000	230,000	230,000	885,000
To Debt Service Funds		574,190	573,980	573,980	573,980	573,980	2,870,110
To Stormwater Fund		500,000	-	500,000	240,000	160,000	1,400,000
Interfund Transfers Out Total		1,374,190	573,980	1,198,980	1,043,980	963,980	5,155,110
<b>FUND RESERVE</b>		923,760	34,100	130,300	425,400	1,694,980	3,208,540
<b>BUDGETED APPROPRIATIONS</b>		<u>\$ 2,872,630</u>	<u>\$ 2,176,440</u>	<u>\$ 2,146,710</u>	<u>\$ 1,764,380</u>	<u>\$ 2,773,960</u>	<u>\$ 11,734,120</u>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 032**

**Department: 20 - General Government**

**Project Title: City Hall Equipment**

**Funding Source: Penny For Pinellas, Other**

**Location: City Hall**

**Account: 032-3020-519-6440**

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Replace Six Air Conditioning Units	CHE001	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Insight Television Equipment Replacement	CHE002	-	40,000	-	-	-	40,000
<b>TOTAL</b>		<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Replace Air Conditioning Units:** Six air conditioning units at City Hall have exceeded their useful lives. New units will be more energy efficient and require less maintenance.

**FY 12/13**

1. **Insight Television Equipment Replacement:** Insight is the City of Safety Harbor's 24 hour Government Access Television Station. The station went on the air on or around April 2005. Insight combines traditional television equipment and computer technology to provide a wide range of Public, Educational and Government (PEG) Programming to the residents of Safety Harbor. Insight has had only one major upgrade which occurred in 2007. The upgrade added two computer cards which play back video. This upgrade increased the reliability and on-air look of the station.

When Insight first launched some equipment purchased for the station was used or already owned by Safety Harbor. Therefore, the equipment runs anywhere between 4-8 years old. Due to budget restrictions, the Public Communications Department has made no major purchases or improvements to InSight since 2007.

To ensure the continued operation of Insight the following equipment should be replaced in FY 12/13.

- DCo DigiPlay Video Storage and Playback System
- Encoder and Character Generator
- Video Camera and Non-Liner Editor

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

FundNo: 032

Department: 22 - Fire

Project Title: Fire Department Vehicles

Funding Source: Penny for Pinellas, Other

Location: Fire Stations 52 & 53

Account: 032-3022-522-6401

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Replacement of 800(U52)	PSV004	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000
Replacement of 853 (Truck 53)	PSV002	-	750,000	-	-	-	750,000
Replacement of 877 (Pumper 53)	PSV003	-	-	500,000	-	-	500,000
Replacement of Fire Boat 52	PSV005	-	-	-	50,000	-	50,000
<b>TOTAL</b>		<b>\$ 33,000</b>	<b>\$ 750,000</b>	<b>\$ 500,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 1,333,000</b>

**JUSTIFICATIONS**

**FY 11/12**

- Replacement of U52 (vehicle 800):** This vehicle is beyond its useful life span and is currently not in service due to costly repairs due the age of vehicle. It has 100,383 miles. This vehicle is a primary response unit for marine responses as well as a back command/control DC vehicle.

**FY 12/13**

- Replacement of Truck 53 (vehicle 853):** This vehicle is approaching its life span and is a front line unit. Recently, it has been receiving costly repairs in order to keep it in service. These repairs are due to the normal wear and tear. This unit runs approximately 2000 emergency calls a year and currently has 104,000 miles

**FY 13/14**

- Replacement of Pumper 53 (vehicle 877):** Expected life span is 20 years for fire apparatus reserve units; vehicle is currently 21 years old and has 136,824 miles. By FY Budget 13/14, this vehicle will be 25 years old. Parts are becoming hard to find and the engine has been replaced once.

**FY14/15**

- Replacement of Fireboat 52:** This vessel is over twenty years old. Motors have been replaced once and are 15 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032  
**Department:** 22 - Fire  
**Project Title:** Fire Dept Office Equipment  
**Funding Source:** Penny For Pinellas, Other  
**Location:** Fire Station 52  
**Account:** 032-3022-522-6430

**PROJECT COSTS**

Project Description	Project#	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
PBX Phone System FS52	PSC001	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000
<b>TOTAL</b>		<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>

**JUSTIFICATION**

**FY 11/12**

1. **PBX Phone System at FS 52:** This would continue the City's goal of replacing all of the old Nortel phone systems from the mid-1990's with current model Siemens phone systems. Besides modernizing the technology, this will contribute to the integration of telephones Citywide.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032  
**Department:** 22 - Fire  
**Project Title:** Fire Dept Equipment  
**Funding Source:** Penny For Pinellas, Other  
**Location:** Fire Stations 52 & 53  
**Account:** 032-3022-522-6440

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
911 Station Encoders	PSE002	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ 32,000
FS 53 Generator	PSE006	75,000	-	-	-	-	75,000
A/C Unit Replacement FS52	PSE003	5,000	-	-	-	-	5,000
Network Switch FS52	PSE004	8,000	-	-	-	-	8,000
Phone System Integration	PSE005	4,000	-	-	-	-	4,000
<b>TOTAL</b>		<b>\$ 124,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 124,000</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **911 Station Encoders:** Required by Pinellas County 911 Center for P25 digital switch over.
2. **100KW Generator:** Emergency power for EOC and Fire Station 53. To ensure continuity of City government during power outages, including hurricanes and other disasters.
3. **Network Switch:** At each facility, the network switch is the center of all computer communications. It is used in the integration of telephone systems. Replacement of this switch contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.
4. **Phone System Integration:** Enables the FS53 phone system to be connected to City Hall and other City facilities.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 032**

**Department: 31 - Streets**

**Project Title: Improvements for Street Department**

**Funding Source: Penny for Pinellas, Other**

**Location: Public Works Department/1200 Railroad Avenue**

**Account: 032-3031-541-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Equipment Storage Awning	STI001	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ 185,000
Concrete Plant Awning	STI002	-	55,000	-	-	-	55,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 240,000</b>

**JUSTIFICATIONS**

**FY 12/13**

1. **Equipment Storage Awning:** To keep Street Division equipment out of daily weather when not in use. Equipment that has been kept under cover has historically lasted longer. This equipment awning will be a permanent structure meeting all current wind load requirements. This also provides staff the ability to prepare the equipment for use during severe weather conditions.
2. **Concrete Plant Awning Extension:** This awning will be an extension to the current awning giving the capability to store extra vehicles and equipment for protection from daily weather when not in use. This storage area will also be used for the staging of equipment and supplies needed for the sand bagging operation and other equipment used during inclement weather conditions.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 032**

**Department: 31 - Streets**

**Project Title: Improvements Other Than Building**

**Funding Source: Penny for Pinellas, Other**

**Location: Various Citywide, Public Works Department/1200 Railroad Avenue**

**Account: 032-3031-541-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Neighborhood Projects & Beautification Grants	NF001	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Citywide Brick Street Restoration	ST0028	30,000	30,000	30,000	30,000	30,000	150,000
Repave Public Works Complex	PWI001	-	-	15,000	-	-	15,000
<b>TOTAL</b>		<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 70,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 290,000</b>

**JUSTIFICATIONS**

**ONGOING**

1. **NP001 - Neighborhood Projects & Beautification Grants:** Provides for grants to groups who improve the aesthetic quality and beautification at locations readily seen by the public. Provides for the Free Tree Program and Mayors Award costs.
2. **ST0028 - Citywide Brick Street Restoration:** Provides funds for brick construction and small areas of brickwork in City right-of-way that need replacement or resetting.

**FY 13/14**

1. **PWI001 - Repave Public Works Complex:** The Public Works Complex asphalt surface was applied in 1994. The life expectancy of asphalt is approximately 10 years and sun has denigrated the surface to a point that by FY 13/14, the asphalt mat will require resurfacing. This is the Street Division's share of the \$130,000 project.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032

**Department:** 31 - Streets

**Project Title:** Street Department Vehicles

**Funding Source:** Penny for Pinellas, Other

**Location:** Public Works Department/1200 Railroad Avenue

**Account:** 032-3031-541-6401

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Replace Vehicle #338	STV001	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Replace Vehicle #349	STV002	-	-	-	-	60,000	60,000
<b>TOTAL</b>		<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 110,000</b>



**JUSTIFICATIONS**

**FY 11/12**

1. **Replace Vehicle 338:** Vehicle 338 is a 1987 one-ton dump truck used by field crews to transport equipment and material into the field. Typical useful life of these types of vehicles is 15 years. By the FY 11/12 Budget, this vehicle will be 25 years old.

**FY 15/16**

1. **Replace Vehicle 349:** Vehicle 349 is a 2002 ¾ ton dump truck used daily by the mowing crew to transport equipment and material to the field. Typical useful life of these types of vehicles is 8 years. By the FY 15/16 Budget, this vehicle will be 14 years old.

**Fund No:** 032  
**Department:** 31 - Streets  
**Project Title:** Machinery and Equipment  
**Funding Source:** Penny for Pinellas, Other  
**Location:** Public Works Department/1200 Railroad Avenue  
**Account:** 032-3031-541-6440

PROJECT COSTS							
Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Security Camera System for Public Works Complex	PWE001	\$ 1,900	\$ -	\$ -	\$ -	\$ -	\$ 1,900
Network Switch	PWE002	1,340	-	-	-	-	1,340
Magnum Stump Grinder	STE004	4,500	-	-	-	-	4,500
Wacker Plate Compactor	STE005	2,100	-	-	-	-	2,100
Replace Bobcat 910 with S300 Bobcat Skid-Steer Loader	STE003	-	-	46,000	-	-	46,000
Shortstop 3.5 Concrete Mixer	STE002	-	-	-	90,000	-	90,000
<b>TOTAL</b>		<b>\$ 9,840</b>	<b>\$ -</b>	<b>\$ 46,000</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ 145,840</b>



**JUSTIFICATIONS**

**FY 11/12**

- Security Camera System for Public Works Complex:** On numerous occasions, residents drop off hazardous and unacceptable material in front of the Public Works Complex facility causing illegal dumping issues. The installation of a camera system would enable the monitoring of the illegal dumping and appropriate action could then be taken against offenders. There would also be additional cameras located to the rear of the Public Works Complex to help eliminate the kids that come over the fence behind Building D and vandalize equipment. This is the Street Division's share of the \$16,000 total project cost.
- Network Switch:** At each facility, the network switch is the center of all computer communications. It is used in the integration of telephone systems. Replacement of this switch contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.
- Magnum Stump Grinder:** The stump grinder will be used for the removal of tree roots. This piece of equipment is essential particularly when tree roots must be removed for the replacement of a sidewalk.
- Wacker Plate Compactor:** The wacker plate compactor is replacing the current compactor which is over 25 years old. It is used during the process of repairing streets to compact road base and asphalt. In addition, it will be used to compact soil after the excavation of the ground during sub drain work.

**FY 13/14**

- Replace Bobcat 910 with S300 Bobcat Skid-Steer Loader:** Replace current Bobcat that will be 22 years old and has been rebuilt several times.

**FY 14/15**

- Shortstop 3.5 Concrete Mixer:** Expected life of current mixer is 5 years, which would put FY 14/15 as the anticipated year of replacement. The concrete mixer is used at least several times a week for hauling concrete to job sites for the purpose of sidewalk, curb and driveway replacement/repairs throughout the City.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 032**

**Department: 33 - Fleet**

**Project Title: Improvements Other Than Building**

**Funding Source: Penny for Pinellas, Other**

**Location: Public Works Department/ 1200 Railroad Avenue**

**Account: 032-3033-519-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Repave Public Works Complex	PW1001	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>

**JUSTIFICATION**

**FY 13/14**

1. **Repave Public Works Complex:** The Public Works Complex asphalt surface was applied in 1994. The life expectancy of asphalt is approximately 10 years and use and sun has denigrated the surface to a point that by FY 13/14, the asphalt mat will require resurfacing. This is the Fleet Division's share of the \$130,000 project.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 032**

**Department: 33 - Fleet**

**Project Title: Vehicles**

**Funding Source: Penny for Pinellas, Other**

**Location: Public Works Department/1200 Railroad Avenue**

**Account: 032-3033-519-6401**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
New Service Truck	FLM01	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>

**JUSTIFICATION**

**FY 12/13**

1. **New Service Truck:** This new service truck would allow fleet maintenance to make repairs to vehicles that require roadside service. It would also be used for after-hours service calls. This vehicle would be complete with necessary tools to make repairs, which would improve response time.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No: 032**  
**Department: 33 - Fleet**  
**Project Title: Machinery and Equipment**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Public Works Department/1200 Railroad Avenue**  
**Account: 032-3033-519-6440**

**PROJECT COSTS**

Project Description	Project #	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	5 YR TOTAL
Security Camera System for Public Works Complex	PWE001	\$ 1,100	\$ -	\$ -	\$ -	\$ -	\$ 1,100
Network Switch	PWE002	1,340	-	-	-	-	1,340
10Ton Overhead Bridge Crane	FLE001	70,000	-	-	-	-	70,000
Fuel Pumps and Software Reporting System	FLE003	-	-	-	100,000	-	100,000
<b>TOTAL</b>		<b>\$ 72,440</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 172,440</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Security Camera System for Public Works Complex:** On numerous occasions, residents drop off hazardous and unacceptable material in front of the Public Works Complex facility causing illegal dumping issues. The installation of a camera system would enable the monitoring of the illegal dumping and appropriate action could then be taken against offenders. There would also be additional cameras located to the rear of the Public Works Complex to help eliminate the kids that come over the fence behind Building D and vandalize equipment.
2. **Network Switch:** At each facility, the network switch is the center of all computer communications. It is used in the integration of telephone systems. Replacement of this switch contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.
3. **10 Ton Overhead Bridge Crane:** Will be installed underneath the canopy behind the Fleet Maintenance portion of building A and will be used for lifting heavy objects out of big trucks and heavy equipment. Examples of these items are hydraulic cylinders, engines, transmissions, power take off assemblies, ejector blades and tailgates of garbage trucks.
4. **Fuel Pumps and Software Reporting System:** Existing fuel pumps are over 20 years old. The software fuel reporting system is 16 years old. An upgrade is necessary for proper dispensing and accounting of fuel for the various divisions.

FundNo: 032  
 Department: 55 - Library  
 Project Title: Machinery and Equipment  
 Funding Source: Penny for Pinellas, Other  
 Location: Library  
 Account: 032-3055-0571-6440

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Implement RFID-Radio Frequency Identification	LBEO01	\$ -	\$ 33,360	\$ 31,430	\$ -	\$ -	\$ 64,790
Phone System Integration	LBEO02	4,000	-	-	-	-	4,000
<b>TOTAL</b>		<b>\$ 4,000</b>	<b>\$ 33,360</b>	<b>\$ 31,430</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,790</b>



**JUSTIFICATIONS**

**FY 12/13**

- Radio Frequency Identification (RFID):** Project moved out 1 year as Pinellas County Library Directors and the Pinellas Public Library Cooperative have been discussing the possibility of this as a countywide project. RFID tagging of the library collection is to begin in 2012/2013.
- Phone System Integration:** Enables the Library phone system to be connected to City Hall and other City facilities.

**FY 13/14**

- Radio Frequency Identification (RFID):** Installation of RFID equipment, training, and implementation of the process. Hundreds of items an hour/day are identified as they are checked in and out while being handled by library staff and are recorded in the library's automation / circulation system. RFID tags attached to the items and programmed with a unique identifying number will allow reader antennas and other equipment, located at circulation desk stations, to identify the items as they are checked out and returned. Multiple RFID tagged items can be processed at one time. This process would increase efficiency alleviating the necessity to hire additional staff.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032  
**Department:** 56 - Recreation  
**Project Title:** Recreation Vehicles  
**Funding Source:** Penny for Pinellas, Other  
**Location:** Community Center  
**Account:** 032-3056-572-6401

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Replace Passenger Van #448	RCV001	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>

**JUSTIFICATION**

**FY 12/13**

1. **Replace Passenger Van #448:** Current vehicle is a 2006 GMC Savanna passenger van. The vehicle is used on a weekly basis to transport program participants and assist with special events. The current vehicle will reach the end of its useful life in FY 12/13. Repairs of major components are expected to increase and are not recommended as an efficient use of City funds.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032  
**Department:** 56 - Recreation  
**Project Title:** Office Equipment  
**Funding Source:** Penny for Pinellas, Other  
**Location:** Community Center & Rigsby Recreation Center Offices  
**Account:** 032-3056-572-6430

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
PBX Phone System	RCC001	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500
<b>TOTAL</b>		<b>\$ 12,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,500</b>

**JUSTIFICATION**

**FY 11/12**

1. **PBX Phone System:** This would continue the City's goal of replacing all of the Nortel phone systems with current model Siemens phone systems. Besides modernizing the technology, this will contribute to the integration of telephones Citywide.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 032**

**Department: 56 - Recreation**

**Project Title: Machinery and Equipment**

**Funding Source: Penny for Pinellas, Other**

**Location: Community Center & Rigsby Recreation Center Offices**

**Account: 032-3056-572-6440**

**PROJECT COSTS**

Project Description	Project#	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Network Switches (CC & RC)	RCE001	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ 13,000
Gym#1 A/C Replacement	RCE002	36,000	-	-	-	-	36,000
<b>TOTAL</b>		<b>\$ 49,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,000</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Network Switches Replacement (Community Center and Rigsby Center):** Replacement of switches contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.
2. **Gym #1 A/C Replacement:** Current system was removed from previous building and then re-installed on the renovated gym in 2003. The equipment has reached its end of useful life and cost repairs exceed the equipment value.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 032**

**Department: 58 - Parks**

**Project Title: Improvements other than Buildings**

**Funding Source: Penny for Pinellas, Other**

**Location: Various locations Citywide**

**Account: 032-3058-572-6300**

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Mease Area Park Playground Imps	PKI005	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
Marina Restroom Improvements	PKI006	-	250,000	-	-	-	250,000
Seawall Railing Replacement	PKI003	-	-	60,000	-	-	60,000
Ian Tillman Skatepark Equipment Imps	PKI004	-	-	100,000	-	-	100,000
<b>TOTAL</b>		\$ -	\$ 325,000	\$ 160,000	\$ -	\$ -	\$ 485,000

**JUSTIFICATIONS**

**FY 12/13**

- Mease Area Park Playground Improvements:** Current equipment installed in FY 96/97 and will reach the end of its useful life in FY 12/13. Land lease with Trustees of Mease Hospital, Inc. scheduled for renewal in October 2016.
- Marina Restroom Improvements:** Current building is within the flood zone and can't accommodate improvements. Expansion to include concession area for revenue generation.

**FY 13/14**

- Seawall Railing Replacement:** Current railing will reach the end of its useful life in the salt water elements of the Marina. Current railings are rusting at the base of the structure posts.
- Ian Tillman Skatepark Equipment Improvements:** Current equipment was implemented in FY 04/05 with a life expectancy of 8-10 years; therefore, the equipment will reach the end of its useful life in FY 13/14.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032

**Department:** 58 - Parks

**Project Title:** Parks & Building Vehicles

**Funding Source:** Penny for Pinellas, Other

**Location:** Parks & Building Maintenance

**Account:** 032-3058-572-6401

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Replacement Pick-up Truck #106	PKV004	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Replacement Dump Truck #415	PKV005	48,000	-	-	-	-	48,000
<b>TOTAL</b>		<b>\$ 83,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,000</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Replacement Pick-up Truck #106:** Current vehicle is a 1999 Ford F-150 pickup truck. The current vehicle will have reached the end of its useful life by FY 11/12. Repairs of major components are expected to increase and are not recommended as an efficient use of City funds.
2. **Replacement Dump Truck #415 (1-ton, flat-bed dump truck):** Current vehicle is a 1999 Ford F 350 Super Duty 1 ton flat-bed dump truck. The current vehicle will have reached the end of its useful life by FY 10/11. Repairs of major components are expected to increase and are not recommended as an efficient use of City funds.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032  
**Department:** 58 - Parks  
**Project Title:** Office Equipment  
**Funding Source:** Penny for Pinellas, Other  
**Location:** Parks & Building Maintenance  
**Account:** 032-3058-572-6430

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
PBX Phone System	PKC001	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
<b>TOTAL</b>		<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000</b>

**JUSTIFICATION**

**FY 11/12**

1. **PBX Phone System:** New telephones will facilitate communications between City Hall and Parks & Building Maintenance as both would be on the same phone system. This would keep consistency with City phone services and reduce costs.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 032

**Department:** 58 - Parks

**Project Title:** Machinery and Equipment

**Funding Source:** Penny for Pinellas, Other

**Location:** Parks & Building Maintenance

**Account:** 032-3058-572-6440

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Scissors Lift	PKE001	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Network Switches	PKE002	5,900	-	-	-	-	5,900
Watering Truck Apparatus	PKE003	5,000	-	-	-	-	5,000
<b>TOTAL</b>		<b>\$ 35,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,900</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Scissors Lift:** Current lift does not meet specified height requirements for maintenance on the Community Center and Library. Current equipment has reached the end of its useful life as repair costs have surpassed the equipment value.
2. **Network Switches:** Replacement of switches contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.
3. **Watering Truck Apparatus:** Due to increased beautification planting areas throughout the community, the need for watering during the dry season is imperative. Currently, staff has been borrowing the City of Clearwater's watering apparatus to maintain the areas; but, limited to scheduling hazards which hinders proper maintenance.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FUND # 041 - WATER & WASTEWATER**

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL</u> <u>5 YR CIP</u>
<b>REVENUES:</b>						
Water Revenue	\$ 3,460,000	\$ 3,529,200	\$ 3,599,800	\$ 3,671,800	\$ 3,745,200	\$ 18,006,000
Sewer Services	4,528,000	4,618,600	4,711,000	4,805,200	4,901,300	23,564,100
Late Charges-Utilities	240,000	244,800	249,700	254,700	259,800	1,249,000
Industrial Surcharge	100,000	102,000	104,000	106,100	108,200	520,300
Utility Fixtures	1,200	1,200	1,200	1,200	1,200	6,000
Interest	156,800	156,800	156,800	156,800	156,800	784,000
Miscellaneous Revenue	26,000	26,000	26,000	26,000	26,000	130,000
Non-Operating Dept Reimb	573,780	570,000	570,000	570,000	570,000	2,853,780
Total Revenues	<u>9,085,780</u>	<u>9,248,600</u>	<u>9,418,500</u>	<u>9,591,800</u>	<u>9,768,500</u>	<u>47,113,180</u>
Carry Over	9,018,320	6,877,860	6,147,540	6,111,370	6,581,100	34,736,190
<b>TOTAL REVENUES</b>	<u>\$ 18,104,100</u>	<u>\$ 16,126,460</u>	<u>\$ 15,566,040</u>	<u>\$ 15,703,170</u>	<u>\$ 16,349,600</u>	<u>\$ 81,849,370</u>
<b>APPROPRIATIONS:</b>						
Capital Improvements	PROJ #					
Replace 1,625 existing water meters and replace with radio frequency meters	UT0065	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Library desktop virtualization	ISVIRT	35,000	-	-	-	35,000
Replace roof on building C	WTI001	-	-	55,000	-	55,000
Repave Public Works complex - Water	PWI001	-	-	30,000	-	30,000
Replace vehicle 200	WTV001	25,000	-	-	-	25,000
Replace vehicle 211	WTV002	-	50,000	-	-	50,000
Replace vehicle 213	WTV003	-	32,000	-	-	32,000
Replace vehicle 215	WTV004	-	-	-	32,000	32,000
Utility rate study	UT0046	7,500	-	-	-	7,500
Security camera system for Public Works complex - Water	PWE001	3,700	-	-	-	3,700
Network switch - Water	PWE002	1,340	-	-	-	1,340
Replace wellpoint pump	WTE002	-	-	-	50,000	50,000
Renovate Public Works break room	SWI001	-	-	50,000	-	50,000
Repave Public Works complex - Wastewater	PWI001	-	-	30,000	-	30,000
Replace vehicle #201 (3/4 ton pick up truck)	SWV001	25,000	-	-	-	25,000
Replace TV step van	SWV002	-	225,000	-	-	225,000
Security camera system for Public Works complex - Wastewater	PWE001	3,700	-	-	-	3,700
Network switch - Wastewater	PWE002	1,340	-	-	-	1,340
Replace vac-con sewer combination cleaner or equivalent	SWE002	-	-	300,000	-	300,000
Replace portable generator # 640	SWE003	-	-	-	40,000	40,000
Replace portable generator # 630	SWE004	-	-	-	65,000	65,000
Capital Improvements Total		<u>142,580</u>	<u>347,000</u>	<u>505,000</u>	<u>112,000</u>	<u>1,261,580</u>
Water & Wastewater Dept. Costs		7,771,820	7,927,300	8,085,800	8,247,500	40,444,920
Interfund Transfers Out						
To Water & Wastewater/Renewal & Replacement Fund		2,888,200	1,040,000	200,000	100,000	4,328,200
To Debt Service Fund		423,640	664,620	663,870	662,570	3,075,700
Total Interfund Transfers Out		<u>3,311,840</u>	<u>1,704,620</u>	<u>863,870</u>	<u>762,570</u>	<u>7,403,900</u>
<b>FUND RESERVE</b>		6,877,860	6,147,540	6,111,370	6,581,100	32,738,970
<b>BUDGETED APPROPRIATIONS</b>		<u>\$ 18,104,100</u>	<u>\$ 16,126,460</u>	<u>\$ 15,566,040</u>	<u>\$ 15,703,170</u>	<u>\$ 81,849,370</u>

Fund No: 041

Department: 15 - Water & Wastewater - Finance

Project Title: Machinery and Equipment

Funding Source: Water Revenue

Location: Various

Account: 041-4015-513-6440

PROJECT COSTS

Project Description	Project #	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	5 YR TOTAL
Replace 1,625 existing water meters and replace with radio frequency meters	UT0065	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
<b>TOTAL</b>		<b>\$ 40,000</b>	<b>\$ 200,000</b>				

**End Customer**

- ✓ Low Pressure Drop provides higher flow rate capacity
- ✓ Quiet Operation of Meter
- ✓ Meter Reading Access not required
- ✓ Potential Estimated Readings eliminated

**Meter Reading**

- ✓ Increased reading efficiency
- ✓ Eliminates reading hazards
- ✓ Reduces turnover and makes meter reading a more coveted position

**Billings/Customer Service**

- ✓ Software easy to learn and use
- ✓ Simple transfer of data
- ✓ Fewer customer calls
- ✓ Billing cycle reduced

ORION Flow Monitor & Model 25 with ORION Remote Transmitter or Pit

Badger-Radio Handheld

Mobile Solution

CONNECT Software

**JUSTIFICATION**

1. **Radio Frequency Meters/Water Meters:** It is planned to replace 1,625 existing water meters with radio frequency meters over the next 5 years.

The benefits of radio frequency water meters are:

1. End low pressure drops.
2. Provides higher flow rate capacity.
3. Increases meter reader efficiency as it does not require the meter reader to leave the truck. This also results in eliminating hazards when the meter reader has to physically access the meter.
4. Potential estimated meter readings are eliminated.
5. Customer calls and billing cycles are reduced because the software to transfer data to the Utility billing system is already being used for existing radio frequency meters.

**FundNo: 041**

**Department: 16 - Water & Wastewater - Information Systems**

**Project Title: Machinery and Equipment**

**Funding Source: Water & Wastewater Revenues**

**Location: Library**

**Account: 041-4016-513-6440**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Library Desktop Virtualization	ISMRT	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
<b>TOTAL</b>		<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000</b>

**JUSTIFICATION**

**FY 11/12**

1. **Library Desktop Virtualization:** There are 46 public computers at the Library. Whenever a change must be made to the software or operating system configuration IS staff must manually make that change on many or almost all of the 46 computers. This is a time consuming manual process. Desktop virtualization will enable IS to make the change once on a central image which is used by all or designated computers.

Public computers have always presented a challenge to IT departments. While there is a need to provide certain software for public use, there are also the increased security risks brought when computers are used by the general public. Besides increasing operational efficiency and the value of staff time, desktop virtualization also increases protection of the patrons and the City computer systems.

Over time, desktop virtualization will decrease costs of replacing the public computers at the Library. Instead of full PCs ("fat clients") that cost over \$1,000 each, the current computers can be replaced with much less expensive "thin clients" at less than \$500 each. Thin clients can also go on a longer rotation cycle.

This provides a case study for possible use of desktop virtualization technology in other areas of the City computer network.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

FundNo: 041  
 Department: 35 - Water  
 Project Title: Consulting  
 Funding Source: Water Revenue  
 Location: City Hill  
 Account: 041-4035-533-3490

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Utility Rate Study for Enterprise Funds	UT0046	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
<b>TOTAL</b>		\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500

**JUSTIFICATION**

**FY 11/12**

1. **Utility Rate Study:** To restore and maintain net gains and bond compliance within the Enterprise Funds. This is the Water department's share of the total project cost of \$30,000.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 041**

**Department: 35 - Water**

**Project Title: Water Department Improvements**

**Funding Source: Water Revenue, Penny for Pinellas, Other**

**Location: Public Works Department/ 1200 Railroad Avenue**

**Account: 041-4035-533-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project#</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Replace Roof on Building C	WTI001	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>

**JUSTIFICATION**

**FY 13/14**

- Replace Roof on Building C:** Building C was constructed in 1989 and the existing roof is weathered. By the FY 13/14 Budget, it will be 25 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No:** 041  
**Department:** 35 - Water  
**Project Title:** Improvements Other Than Building  
**Funding Source:** Water Revenue, Penny for Pinellas, Other  
**Location:** Public Works Department/ 1200 Railroad Avenue  
**Account:** 041-4035-533-6300

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Repave Public Works Complex	PW1001	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>

**JUSTIFICATION**

**FY 13/14**

1. **Repave Public Works Complex:** The Public Works Complex asphalt surface was applied in 1994. The life expectancy of asphalt is approximately 10 years and use and sun has denigrated the surface to a point that by FY 13/14, the asphalt mat will require resurfacing. This is the Water Division's share of the \$130,000 project.

**FundNo: 041**

**Department: 35- Water**

**Project Title: Water Department Vehicles**

**Funding Source: Water & Wastewater Revenues**

**Location: Public Works Department / 1200 Railroad Avenue**

**Account: 041-4035-533-6401**

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Replace Vehicle 200	WTV001	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Replace Vehicle 211	WTV002	-	50,000	-	-	-	50,000
Replace Vehicle 213	WTV003	-	32,000	-	-	-	32,000
Replace Vehicle 215	WTV004	-	-	-	32,000	-	32,000
<b>TOTAL</b>		<b>\$ 25,000</b>	<b>\$ 82,000</b>	<b>\$ -</b>	<b>\$ 32,000</b>	<b>\$ -</b>	<b>\$ 139,000</b>



**JUSTIFICATIONS**

**FY 11/12**

1. **Replace Vehicle #200 (3/4 ton pickup truck):** 2001 pickup truck will have over 90,000 miles on it by the FY 11/12 Budget. This vehicle is used by the Water/Wastewater Foreman to run errands, perform utility locates, supervise field crews, and trailer extremely heavy necessary equipment into the field.

**FY 12/13**

1. **Replace Vehicle #211 (one ton dump truck):** Vehicle 211 is a 1991 one ton dump truck that has been repainted and refurbished. The vehicle's suspension is worn. Typical useful life for this type of vehicle is 15 years. The vehicle is used by the Water and Wastewater Division field crews to haul material to and from the job site.
2. **Replace Vehicle #213 (3/4 ton utility truck):** This 1997 utility truck is used by the Water and Wastewater Division to perform necessary daily field repairs. The utility body provides for storage of tools and numerous materials that are required to make repairs without having to return to the shop for needed materials. The storage bins are also lockable for safe keeping at night. This vehicle has been repainted and refurbished and by the FY 12/13 Budget, it will be 16 years old.

**FY14/15**

1. **Replace Vehicle #215 (3/4 ton utility truck):** This 1997 utility truck is used by the Water and Wastewater Division to perform necessary daily field repairs. The utility body provides for storage of tools and numerous materials that are required to make repairs without having to return to the shop for the needed materials. The storage bins are also lockable for safe keeping at night. This vehicle has been repainted and refurbished and by the FY 14/15 Budget, it will be 18 years old.

FundNo: 041

Department: 35 - Water

Project Title: Water Department Equipment

Funding Source: Water & Wastewater Revenues

Location: Public Works Department / 1200 Railroad Avenue

Account: 041-4035-533-6440

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Security Camera System for Public Works Complex	PWE001	\$ 3,700	\$ -	\$ -	\$ -	\$ -	\$ 3,700
Network Switch	PWE002	1,340	-	-	-	-	1,340
Replace Wellpoint Pump	WTE002	-	-	-	-	50,000	50,000
<b>TOTAL</b>		<b>\$ 5,040</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 55,040</b>



**JUSTIFICATIONS**

**FY 11/12**

1. **Security Camera System for Public Works Complex:** On numerous occasions residents drop off hazardous and unacceptable material in front of the Public Works Complex facility causing illegal dumping issues. The installation of a camera system would enable the monitoring of the illegal dumping and appropriate action could then be taken against offenders. There would also be additional cameras located to the rear of Public Works Complex to help eliminate the kids that come over the fence behind building D and vandalize equipment. This is the Water Division's share of the \$16,000 total project cost.
2. **Network Switch:** At each facility, the network switch is the center of all computer communications. It is used in the integration of telephone systems. Replacement of this switch contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.

**FY 15/16**

1. **Replace Wellpoint Pump:** The current pump is a 1991 model that frequently requires repairs. By the FY 15/16 Budget, it will be 25 years old. The pump is necessary to dewater the ground prior to excavating and repairing of water and wastewater pipelines and is required to run continuously 24 hours a day during these repairs. The new pump will have a 70 (dba) or lower noise level so that it is more environmentally/neighborhood friendly.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No:** 041  
**Department:** 36- Wastewater  
**Project Title:** Building Improvements  
**Funding Source:** Water & Wastewater Revenues  
**Location:** Public Works Department/1200 Railroad Avenue  
**Account:** 041-4036-535-6200

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Renovate Public Works Break Room	SWI001	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

**JUSTIFICATION**

**FY 13/14**

- Renovate Public Works Break Room:** The existing break room was constructed in 1989 and has never been overhauled. By the FY 13/14 Budget, it will be 25 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 041

**Department:** 36 - Wastewater

**Project Title:** Improvements

**Funding Source:** Water & Wastewater Revenues, Penny for Pinellas, Other

**Location:** Public Works Department/ 1200 Railroad Avenue

**Account:** 041-4036-535-6300

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Repave Public Works Complex	PW1001	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>

**JUSTIFICATION**

**FY 13/14**

1. **Repave Public Works Complex:** The Public Works Complex asphalt surface was applied in 1994. The life expectancy of asphalt is approximately 10 years and use and sun has denigrated the surface to a point that by FY 13/14, the asphalt mat will require resurfacing. This is the Wastewater Division's share of the \$130,000 project.

FundNo: 041

Department: 36- Wastewater

Project Title: Wastewater Department Vehicles

Funding Source: Water & Wastewater Revenues

Location: Public Works Department/ 1200 Railroad Avenue

Account: 041-4036-535-6401

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Replace Vehicle #201	SWV001	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Replace TV Step Van	SWV002	-	225,000	-	-	-	225,000
<b>TOTAL</b>		<b>\$ 25,000</b>	<b>\$ 225,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>



**JUSTIFICATIONS**

**FY 11/12**

1. **Replace Vehicle #201 (3/4 ton pickup truck):** This 2003 pickup truck will have over 90,000 miles on it by the FY 11/12 Budget. This vehicle is used to run the daily lift station routes, fielding complaints and trailering generators and portable pumps into the field.

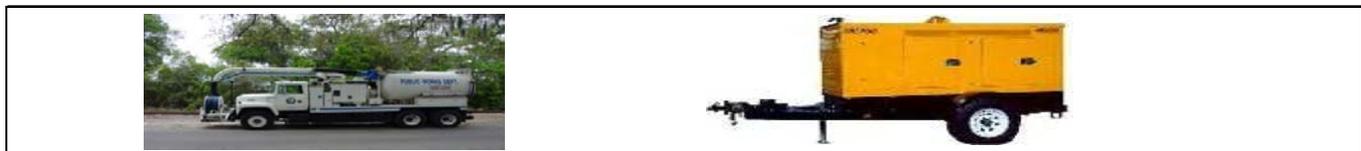
**FY 12/13**

1. **Replace TV Step Van:** Existing van is a 1986 model with existing video equipment upgraded in 2001. This equipment is used to televise gravity sewer main lines and service lines to determine the condition of existing pipelines, footages for point repair work, and exact locations where service lines connect into the main lines.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No: 041**  
**Department: 36 - Wastewater**  
**Project Title: Machinery and Equipment**  
**Funding Source: Water & Wastewater Revenues**  
**Location: Public Works Department/1200 Railroad Avenue**  
**Account: 041-4036-535-6440**

PROJECT COSTS							
Project Description	Project #	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	5 YR TOTAL
Security Camera System for Public Works Complex	PWE001	\$ 3,700	\$ -	\$ -	\$ -	\$ -	\$ 3,700
Network Switch	PWE002	1,340	-	-	-	-	1,340
Replace Vac-Con Sewer Combination Cleaner or Equivalent	SWE002	-	-	300,000	-	-	300,000
Replace Portable Generator # 640	SWE003	-	-	-	40,000	-	40,000
Replace Portable Generator # 630	SWE004	-	-	-	-	65,000	65,000
<b>TOTAL</b>		<b>\$ 5,040</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 40,000</b>	<b>\$ 65,000</b>	<b>\$ 410,040</b>



**JUSTIFICATIONS**

**FY 11/12**

- Security Camera System for Public Works Complex:** On numerous occasions residents drop off hazardous and unacceptable material in front of the Public Works Complex facility causing illegal dumping issues. The installation of a camera system would enable the monitoring of the illegal dumping and appropriate action could then be taken against offenders. There would also be additional cameras located to the rear of Public Works Complex to help eliminate the kids that come over the fence behind building D and vandalize equipment. This is the Wastewater Division's share of the \$16,000 total project cost.
- Network Switch:** At each facility, the network switch is the center of all computer communications. It is used in the integration of telephone systems. Replacement of this switch contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.

**FY 13/14**

- Replace Vac-Con Sewer Combination Cleaner or Equivalent:** This truck is used to remove sand and debris from sanitary and storm sewers by high pressure jets cleaning the pipelines and flushing the material to a manhole where the hydro vacuums it into a storage tank for proper disposal. The current unit is a 1992 model and will be 22 years old by the FY 13/14 Budget.

**FY 14/15**

- Replace Portable Generator #640:** Existing unit is a 50kw, 1984 model and replacement parts are beginning to be unavailable and during emergencies is not dependable. The new unit will have a 70 (dB) or lower noise level so that it is more environmentally/neighborhood friendly.

**FY 15/16**

- Replace Portable Generator #630:** Existing unit is a 200 kw 1990 model and replacement parts are beginning to be unavailable. The unit is very loud and is unbearable to surrounding homes when it is required to run long periods of time during emergencies. The new unit will have a 70 (dB) or lower noise level so that it is more environmentally/neighborhood friendly.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FUND # 044 - SANITATION FUND**

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL 5 YR CIP</u>
<b>REVENUES:</b>						
Solid Waste Franchise Fee	\$ 30,000	\$ 30,500	\$ 31,000	\$ 31,500	\$ 32,000	\$ 155,000
Grants	13,400	13,400	13,400	13,400	13,400	67,000
Industrial Surcharge	200	200	200	200	200	1,000
Sanitation/Refuse Charges	2,800,000	2,842,000	2,884,600	2,927,900	2,971,800	14,426,300
Interest	14,280	14,280	14,280	14,280	14,280	71,400
Recycling Sales	87,000	87,900	88,800	89,700	90,600	444,000
Debt Proceeds/Other	-	-	410,000	465,000	375,000	1,250,000
<b>Total Revenues</b>	<b>2,944,880</b>	<b>2,988,280</b>	<b>3,442,280</b>	<b>3,541,980</b>	<b>3,497,280</b>	<b>16,414,700</b>
Carry Over	1,195,080	814,680	342,560	500,940	675,320	3,528,580
<b>TOTAL REVENUES</b>	<b>\$ 4,139,960</b>	<b>\$ 3,802,960</b>	<b>\$ 3,784,840</b>	<b>\$ 4,042,920</b>	<b>\$ 4,172,600</b>	<b>\$ 19,943,280</b>
<b>APPROPRIATIONS:</b>						
Capital Improvements	Proj #					
Utility rate study	UT0046	\$ 7,500	\$ -	\$ -	\$ -	\$ 7,500
Equipment storage awning (125' x 40")	SNI001	200,000	-	-	-	200,000
Repave Public Works complex	PWI001	-	-	30,000	-	30,000
Claw truck	SNV002	125,000	-	-	-	125,000
Dumpster transporter	SNV003	90,000	-	-	-	90,000
Fully automated side loader	SNV004	-	250,000	-	-	250,000
Roll-off truck	SNV005	-	175,000	-	-	175,000
Recycling truck	SNV007	-	190,000	-	-	190,000
Rear loader truck	SNV006	-	-	200,000	-	200,000
Roll-off truck	SNV010	-	-	180,000	-	180,000
Fully automated side loader	SNV008	-	-	-	250,000	250,000
Recycling truck	SNV011	-	-	-	215,000	215,000
Rear loader truck	SNV009	-	-	-	-	225,000
Claw truck	SNV012	-	-	-	-	150,000
Security camera system for Public Works complex	PWE001	3,700	-	-	-	3,700
Network switch		1,340	-	-	-	1,340
<b>Capital Improvements Total</b>		<b>427,540</b>	<b>615,000</b>	<b>410,000</b>	<b>465,000</b>	<b>2,292,540</b>
Sanitation Dept. Costs		2,845,380	2,845,400	2,873,900	2,902,600	2,931,600
Interfund Transfers Out to Debt Service Fund		52,360	-	-	-	52,360
<b>FUND RESERVE</b>		<b>814,680</b>	<b>342,560</b>	<b>500,940</b>	<b>675,320</b>	<b>3,199,500</b>
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 4,139,960</b>	<b>\$ 3,802,960</b>	<b>\$ 3,784,840</b>	<b>\$ 4,042,920</b>	<b>\$ 19,943,280</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No:** 044  
**Department:** 32 - Sanitation  
**Project Title:** Consulting  
**Funding Source:** Sanitation Revenues, Other  
**Location:** City Hill  
**Account:** 044-4532-534-3490

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Utility Rate Study for Enterprise Funds	UT0046	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
<b>TOTAL</b>		\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500

**JUSTIFICATION**

**FY 11/12**

1. **Utility Rate Study:** To restore and maintain net gains and bond compliance within the Enterprise Funds. This is the Sanitation department's share of the total project cost of \$30,000.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No: 044**

**Department: 32 - Sanitation**

**Project Title: Building Improvements**

**Funding Source: Sanitation Revenues, Other**

**Location: Public Works Department/ 1200 Railroad Avenue**

**Account: 044-4532-534-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Equipment Storage Awning (125' x 40')	SNIC01	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
<b>TOTAL</b>		<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

**JUSTIFICATION**

**FY 11/12**

1. **Equipment Storage Awning (125' x 40')**: To keep Sanitation Division's equipment out of daily weather when not in use. Equipment that has been kept under cover has historically lasted longer. This awning will be a permanent structure meeting all current wind load requirements. This also provides staff the ability to prepare the equipment for use during severe weather conditions.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No: 044**

**Department: 32 - Sanitation**

**Project Title: Improvements**

**Funding Source: Sanitation Revenues, Other**

**Location: Public Works Department/ 1200 Railroad Avenue**

**Account: 044-4532-534-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Repave Public Works Complex	PW1001	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>

**JUSTIFICATION**

**FY 13/14**

1. **Repave Public Works Complex:** The Public Works Complex asphalt surface was applied in 1994. The life expectancy of asphalt is approximately 10 years and use and sun has denigrated the surface to a point that by FY 13/14, the asphalt mat will require resurfacing. This is the Sanitation Division's share of the \$130,000 project.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No: 044**

**Department: 32 - Sanitation**

**Project Title: Automotive Equipment**

**Funding Source: Sanitation Revenues, Other**

**Location: Public Works Department/ 1200 Railroad Avenue**

**Account: 044-4532-534-6401**

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Claw Truck	SNV002	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Dumpster Transporter	SNV003	90,000	-	-	-	-	90,000
Fully Automated Side Loaders	SNV004	-	250,000	-	-	-	250,000
Roll-off Truck	SNV005	-	175,000	-	-	-	175,000
Recycling Truck	SNV007	-	190,000	-	-	-	190,000
Rear Loader Truck	SNV006	-	-	200,000	-	-	200,000
Roll-off Truck	SNV010	-	-	180,000	-	-	180,000
Fully Automated Side Loader	SNV008	-	-	-	250,000	-	250,000
Recycling Truck	SNV011	-	-	-	215,000	-	215,000
Rear Loader Truck	SNV009	-	-	-	-	225,000	225,000
Claw Truck	SNV012	-	-	-	-	150,000	150,000
<b>TOTAL</b>		<b>\$ 215,000</b>	<b>\$ 615,000</b>	<b>\$ 380,000</b>	<b>\$ 465,000</b>	<b>\$ 375,000</b>	<b>\$ 2,050,000</b>



**JUSTIFICATIONS**

**FY 11/12**

- Claw Truck:** The existing vehicle, truck 321, is 25 years old, which has far exceeded its life expectancy. The new knuckle boom loader will become the primary truck for collecting the extra heavy, bulk items and large yard waste piles.
- Replace Dumpster Transporter:** This vehicle is a key aspect to the additional services the Sanitation Division provides residents. The transporter runs five days a week, 6 to 8 hours a day aiding in dumpster deliveries, temporary containers, appliance pick up and recycling drop off sites. This vehicle cannot be offline for more than a few hours or one day maximum. This vehicle averages 330 dumps on temporary containers annually. This will replace truck 324 which will be 20 years old and has met its life expectancy. Upon acquiring this new vehicle, the existing unit will become a back up unit for routine maintenance or mechanical breakdown of the new transporter.

**FY 12/13**

1. **Fully Automated Side Loaders:** These vehicles are primary sanitation collection trucks, running four days a week. By the proposed replacement dates, these vehicles will be 6 years old, surpassing their life expectancy of 3 to 5 years. These vehicles will be refurbished with new refuse bodies and arms, due to the low mileage on the cab and chassis. This will save the City money because the two bodies are the same price as one new truck. This will prolong the life of the vehicles another 3 to 5 years.
2. **Recycling Truck:** The City took on curbside recycling in 2007, at which time one new truck was purchased. In the FY 12/13 Budget, truck 304 will be 6 years old and will have met its life expectancy.

**FY 13/14**

1. **Rear Loader Truck:** These sanitation collection trucks run five days a week. By the proposed replacement dates, these vehicles will have exceeded their typical useful life of 7 to 10 years. Upon acquiring these new vehicles, existing units will become back up collection vehicles.
2. **Roll-off Truck:** Truck 325 is a 1997 cab and chassis that had major repairs to both the motor and the transmission. The vehicle parts are becoming hard to locate due to age of vehicle. This truck has been modified with a roll-off assembly on the back of the truck to haul roll-off containers. These roll-off containers haul scrap metals, construction & demolition debris, yard waste and recycling materials. The vehicle is also used for storm debris removal after severe weather.

**FY14/15**

1. **Fully Automated Side Loader:** This vehicle is a primary sanitation collection truck, running four days a week. By the proposed replacement dates, this vehicle will be 6 years old, surpassing their life expectancy of 3 to 5 years. Upon acquiring this new vehicle, existing unit will be surplus.
2. **Recycling Truck:** The City took on curbside recycling in 2007, at which time one new truck was purchased. In the FY 14/15 Budget, truck 305 will be 6 years old and will have met its life expectancy.

**FY 15/16**

1. **Claw Truck:** This vehicle is a primary collection vehicle that is used to pick up special yard waste and bulk pick-up collections one to three days a week. This truck will be replacing truck 307 which will be 10 years old in FY 15/16 and upon acquiring this new vehicle, the existing unit will become a back up collection vehicle.
2. **Rear Loader Truck:** These sanitation collection trucks run five days a week. By the proposed replacement dates, these vehicles will have exceeded their typical useful life of 7 to 10 years. Upon acquiring these new vehicles, existing units will become back up collection vehicles.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 044**

**Department: 32 - Sanitation**

**Project Title: Machinery and Equipment**

**Funding Source: Sanitation Revenues, Other**

**Location: Public Works Department/1200 Railroad Avenue**

**Account: 044-4532-534-6440**

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Security Camera System for Public Works Complex	PWE001	\$ 3,700	\$ -	\$ -	\$ -	\$ -	\$ 3,700
Network Switch	PWE002	1,340	-	-	-	-	1,340
<b>TOTAL</b>		<b>\$ 5,040</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,040</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Security Camera System for Public Works Complex:** On numerous occasions residents drop off hazardous and unacceptable material in front of the Public Works Complex facility causing illegal dumping issues. The installation of a camera system would enable the monitoring of the illegal dumping and appropriate action could then be taken against offenders. There would also be additional cameras located to the rear of Public Works Complex to help eliminate the kids that come over the fence behind building D and vandalize equipment. This is the Sanitation Division's share of the \$16,000 total project cost.
2. **Network Switch:** At each facility, the network switch is the center of all computer communications. It is used in the integration of telephone systems. Replacement of this switch contributes to the standardization of City network switches. A new switch provides current technology with an improved service contract.

SAFETY HARBOR, FLORIDA



CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FUND # 048 - WATER & WASTEWATER RENEWAL & REPLACEMENT**

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL</u> <u>5 YR CIP</u>
<b>REVENUES:</b>						
Backflow Revenue	\$ 3,400	\$ 3,500	\$ 3,600	\$ 3,700	\$ 3,800	\$ 18,000
Interest	28,570	28,570	28,570	28,570	28,570	142,850
Debt Proceeds	-	-	995,000	1,795,000	4,515,000	7,305,000
Interfund Transfer In From Water & Wastewater Fund	2,888,200	1,040,000	200,000	100,000	100,000	4,328,200
Total Revenues	2,920,170	1,072,070	1,227,170	1,927,270	4,647,370	11,794,050
Carry Over	1,647,930	1,165,430	508,500	618,270	625,740	4,565,870
<b>TOTAL REVENUES</b>	<b>\$ 4,568,100</b>	<b>\$ 2,237,500</b>	<b>\$ 1,735,670</b>	<b>\$ 2,545,540</b>	<b>\$ 5,273,110</b>	<b>\$ 16,359,920</b>
<b>APPROPRIATIONS:</b>						
Capital Improvements	Proj#					
Replace 1" water line at 9th Ave & 2nd St	UT0081	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
N Bay Hills water main replacement - Ph I	UT0067	-	240,000	-	-	240,000
N Bay Hills water main replacement - Ph II	UT0080	-	326,000	-	-	326,000
Tangelo Groves water main loop	UT0068	-	25,000	-	-	25,000
Extend water line at McMullen-Booth & SR 590	UT0066	-	-	100,000	-	100,000
Galvanized water line in the South Green Springs area and 400 feet on Hillsborough Street	UT0082	-	-	300,000	-	300,000
12" cast iron water main from 13th Ave N to 9th Ave N	UT0083	-	-	420,000	-	420,000
6" cast iron water main in the Green Springs subdivision	UT0084	-	-	-	440,000	440,000
12" cast iron water main at the Huntington Office Park/North City Park	UT0086	-	-	-	125,000	125,000
Utility rate study	UT0046	15,000	-	-	-	15,000
Northeast Regional Wastewater Treatment Plant improvements	UT0005	2,800,000	600,000	300,000	1,125,000	7,755,000
Replace North Bay Hills force main	UT0071	400,000	-	-	-	400,000
Replace sewer line at Joyce & Irwin St	UT0074	-	340,000	-	-	340,000
Cypress Trace lift station	UT0061	-	60,000	-	-	60,000
Replace pumps at Briar Creek lift station	UT0073	-	-	70,000	-	70,000
Baywoods I sewer replacement	UT0054	-	-	50,000	-	50,000
Washington-Brennan sewer replacement	UT0085	-	-	175,000	-	175,000
Sanitary sewer main relining	UT0077	-	-	150,000	-	150,000
Amber Glades lift station repair	UT0079	-	-	60,000	-	60,000
Clean and televise gravity sewer mains	UT0075	-	18,000	40,000	-	58,000
Reline clay sewer main in the South Green Springs subdivision	UT0078	-	-	-	560,000	560,000
Reline clay sewer main in Briar Creek MH Community & in the Northwood East subdivision	UT0087	-	-	-	350,000	350,000
Replace pumps and standby generator at South Bayshore lift station	UT0088	-	-	-	110,000	110,000
Capital Improvements Total		3,285,000	1,609,000	995,000	1,795,000	4,515,000
Water & Sewer Renewal & Replacement Dept. Costs		117,670	120,000	122,400	124,800	127,300
<b>FUND RESERVE*</b>		1,165,430	508,500	618,270	625,740	630,810
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 4,568,100</b>	<b>\$ 2,237,500</b>	<b>\$ 1,735,670</b>	<b>\$ 2,545,540</b>	<b>\$ 5,273,110</b>

\* Requires minimum mandatory \$500,000 Fund Reserve

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 048**

**Department: 35 - Water**

**Project Title: Citywide Water Improvements**

**Funding Source: Water & Wastewater Revenues, Other**

**Location: Various Citywide**

**Account: 048-4035-533-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Replace 1" water line at 9th Ave & 2nd St	UT0081	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
NBay Hills Water Main Replacement - Ph I	UT0067	-	240,000	-	-	-	240,000
NBay Hills Water Main Replacement - Ph II	UT0080	-	326,000	-	-	-	326,000
Tangelo Groves Water Main Loop	UT0068	-	25,000	-	-	-	25,000
Extend water line at McMullen-Booth & SR.590	UT0066	-	-	100,000	-	-	100,000
Replace galvanized water line in the South Green Springs area and 400 feet on Hillsborough Street	UT0082	-	-	300,000	-	-	300,000
Replace 12' cast iron water main from 13th Ave N to 9th Ave N	UT0083	-	-	-	420,000	-	420,000
Replace 6' cast iron water main in the Green Springs subdivision	UT0084	-	-	-	-	440,000	440,000
Replace 12' cast iron water main at the Huntington Office Park/North City Park	UT0086	-	-	-	-	125,000	125,000
<b>TOTAL</b>		<b>\$ 70,000</b>	<b>\$ 591,000</b>	<b>\$ 400,000</b>	<b>\$ 420,000</b>	<b>\$ 565,000</b>	<b>\$ 2,046,000</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo:** 048  
**Department:** 36 - Wastewater  
**Project Title:** Consulting  
**Funding Source:** Backflow Revenue, Other  
**Location:** City Hall  
**Account:** 048-4036-535-3490

PROJECT COSTS							
Project Description	Project#	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Utility Rate Study for Enterprise Funds	UT0046	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
<b>TOTAL</b>		<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>

**JUSTIFICATION**

**FY 11/12**

1. **Utility Rate Study:** To restore and maintain net gains and bond compliance within the Enterprise Funds. This is the Wastewater department's share of the total project cost of \$30,000.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 048**

**Department: 36 - Wastewater**

**Project Title: Sanitary Sewer Improvements**

**Funding Source: Water & Wastewater Revenues, Other**

**Location: Citywide**

**Account: 048-4036-535-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project#</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>5 YR TOTAL</b>
Northeast Regional Wastewater Treatment Plant Improvements	UT0005	\$ 2,800,000	\$ 600,000	\$ 300,000	\$ 1,125,000	\$ 2,930,000	\$ 7,755,000
Replace North Bay Hills Force Main	UT0071	400,000	-	-	-	-	400,000
Replace sewer line at Joyce & Irwin St	UT0074	-	340,000	-	-	-	340,000
Cypress Trace Lift Station	UT0061	-	60,000	-	-	-	60,000
Replace pumps at Briar Creek Lift Station	UT0073	-	-	70,000	-	-	70,000
Baywoods I Sewer Replacement	UT0054	-	-	50,000	-	-	50,000
Washington-Brennan Sewer Replacement	UT0085	-	-	175,000	-	-	175,000
Sanitary Sewer Main Relining	UT0077	-	-	-	150,000	-	150,000
Amber Glades Lift Station Repair	UT0079	-	-	-	60,000	-	60,000
Clean and televise gravity sewer mains	UT0075	-	18,000	-	40,000	-	58,000
Reline clay sewer main in the South Green Springs Subdivision	UT0078	-	-	-	-	560,000	560,000
Reline clay sewer main in Briar Creek MH Community & in the Northwood East Subdivision	UT0087	-	-	-	-	350,000	350,000
Replace pumps and standby generator at South Bayshore Lift Station	UT0088	-	-	-	-	110,000	110,000
<b>TOTAL</b>		<b>\$ 3,200,000</b>	<b>\$ 1,018,000</b>	<b>\$ 595,000</b>	<b>\$ 1,375,000</b>	<b>\$ 3,950,000</b>	<b>\$ 10,138,000</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

<b>FUND # 063 - PARKLAND DEDICATION</b>
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	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL</u> <u>5 YR CIP</u>
<b>REVENUES:</b>						
Residential Impact Fees	\$ 940	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 4,940
Interest	19,040	19,040	19,040	19,040	19,040	95,200
Grant	150,000	-	-	-	-	150,000
Total Revenues	169,980	20,040	20,040	20,040	20,040	250,140
Carry Over	723,760	413,740	408,280	357,320	350,860	2,253,960
<b>TOTAL REVENUES</b>	\$ 893,740	\$ 433,780	\$ 428,320	\$ 377,360	\$ 370,900	\$ 2,504,100
<b>APPROPRIATIONS:</b>						
Capital Improvements	Proj #					
City Park fence improvements	PDI001	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Marshall Street boardwalk	PDI004	-	-	45,000	-	45,000
Church Street Park	PRCHST	385,000	-	-	-	385,000
Capital Improvements Total		455,000	-	45,000	-	500,000
Parkland Dedication Dept. Costs		25,000	25,500	26,000	26,500	27,000
<b>FUND RESERVE</b>		413,740	408,280	357,320	350,860	343,900
<b>BUDGETED APPROPRIATIONS</b>		\$ 893,740	\$ 433,780	\$ 428,320	\$ 377,360	\$ 370,900
		\$ 2,504,100				

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**Fund No:** 063  
**Department:** 58 - Parks  
**Project Title:** Park Improvements  
**Funding Source:** Parkland Impact Fees, Pinellas County Community Development Block Grant\*  
**Location:** Various Citywide  
**Account:** 063-6058-572-6300

**PROJECT COSTS**

Project Description	Project #	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
City Park Fence Improvements	PDI001	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
Marshall Street Boardwalk	PDI004	-	-	45,000	-	-	45,000
Church Street Park *	PRCHST	385,000	-	-	-	-	385,000
<b>TOTAL</b>		<b>\$ 455,000</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

\* - Project contingent upon award of Pinellas County CDBG

**JUSTIFICATIONS**

**FY 11/12**

- City Park Fence Improvements:** The final phase of the five year replacement schedule. FY 11/12 includes fence replacement at the Rigsby Center playground and pond and Mease Park.
- Church Street Park:** Construction of a passive park to include: plantings/landscaping, seating benches, lighting, walking/jogging paved pathways, parking, children's playground and trail connectors.

**FY 13/14**

- Marshall Street Boardwalk:** Originally installed in 1993, the lumber and supports will reach the end of its useful life in FY 13/14.

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

<b>FUND # 067 - COMMUNITY REDEVELOPMENT</b>
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	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>TOTAL 5 YR CIP</u>
<b>REVENUES:</b>						
CRA Taxes	\$ 276,950	\$ 276,950	\$ 276,950	\$ 276,950	\$ 276,950	\$ 1,384,750
Interest	19,040	19,040	19,040	19,040	19,040	95,200
Total Revenues	295,990	295,990	295,990	295,990	295,990	1,479,950
Carry Over	590,960	-	64,290	123,980	178,970	958,200
<b>TOTAL REVENUES</b>	\$ 886,950	\$ 295,990	\$ 360,280	\$ 419,970	\$ 474,960	\$ 2,438,150
<b>APPROPRIATIONS:</b>						
Capital Improvements	Proj #					
Land assembly - Spa	CRLA01	\$ 619,820	\$ -	\$ -	\$ -	\$ 619,820
South Bayshore pedestrian improvements	CRSBPD	40,000	-	-	-	40,000
Capital Improvements Total		659,820	-	-	-	659,820
Community Redevelopment Dept. Costs		227,130	231,700	236,300	241,000	245,800
<b>FUND RESERVE</b>		-	64,290	123,980	178,970	229,160
<b>BUDGETED APPROPRIATIONS</b>		\$ 886,950	\$ 295,990	\$ 360,280	\$ 419,970	\$ 474,960

CITY OF SAFETY HARBOR  
ADOPTED FY2011/2012 BUDGET

**FundNo: 067**  
**Department: 17 - CRA**  
**Project Title: Improvements**  
**Funding Source: CRA- AdValorem**  
**Location: Miscellaneous Citywide**  
**Account: 067-6517-515-6300**

**PROJECT COSTS**

Project Description	Project#	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	5 YR TOTAL
Land Assembly - Spa	CRLA01	\$ 619,820	\$ -	\$ -	\$ -	\$ -	\$ 619,820
South Bayshore Pedestrian Improvements	CRSEPD	40,000	-	-	-	-	40,000
<b>TOTAL</b>		<b>\$ 659,820</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 659,820</b>

**JUSTIFICATIONS**

**FY 11/12**

1. **Land Assembly – Safety Harbor Resort and Spa:** The City has an opportunity to acquire up to 15 acres of Safety Harbor Resort and Spa property, AKA the back Spa Property. The City is currently negotiating a sale and use agreement. Should the City Commission approve the purchase of up to 15 acres of land, the City will seek a short-term loan and use CRA funds to finance the property acquisition.
  
2. **South Bayshore Pedestrian Improvements and Art Entryway Signage:** The South Bayshore project includes many facets including water, sewer, storm water, road, recreational trail and beautification efforts. In addition, CRA funds will be used to add additional and safe pedestrian crosswalk improvements and a Public Art entryway sign north of 7<sup>th</sup> Street South as you approach Main Street on South Bayshore.